



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

7:00 p.m. Monday, September 21, 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>Motion to Excuse Council Member Clement</u> | Motion |
| 7:04 PM | V. <u>Public Comment</u> (5 minute time limit per speaker) | |
| 7:04 PM | VI. <u>City Manager Report</u> | |
| 7:15 PM | VII. <u>Presentations</u> | |
| 7:20 PM | A. Scott Inman, THK Plant Manager | |
| 7:25 PM | B. DDA/Main Street Director Shelley Perry – Downtown Report | |
| | C. Constitution Proclamation | |
| | VIII. <u>Public Hearing(s)</u> - None | |
| | IX. <u>Old Business</u> - None | |
| | X. <u>New Business</u> | |
| 7:27 PM | A. First Reading of Ordinance 175II to Amend Section 42-186(c) of the Portland City Code of Ordinances | |
| 7:30 PM | B. Proposed Resolution 15-72 to Extend the Moratorium on the Enforcement of Section 42-306(c)(2) of the City of Portland Zoning Ordinance to Accommodate Reconstruction in the City | Motion |
| 7:32 PM | C. Proposed Resolution 15-73 Approving the Purchase of a Generator for the Wastewater Treatment Plant to be used for the Riverside Lift Station | Motion |
| 7:35 PM | D. Proposed Resolution 15-74 Approving, Authorizing and Directing the Mayor and City Clerk to Sign a License Agreement to Permit Holding a Haunted House at the Red Mill | Motion |
| 7:38 PM | XI. <u>Consent Agenda</u>– | Motion |
| | A. Minutes & Synopsis from the Regular City Council Meeting held on September 8, 2015 | |
| | B. Payment of Invoices in the Amount of \$58,513.29 and Payroll in the Amount of \$145,898.97 for a Total of \$204,412.26 | |
| | C. Purchase Orders over \$5,000 - None | |
| | XI. <u>Communications</u>– | |

**Estimated
Time**

**Action
Requested**

- A. Zoning Board of Appeals Minutes from August 10, 2015
- B. Planning Commission Minutes from August 12, 2015
- C. DDA Minutes from August 13, 2015
- D. DDA Treasurer's Report from September 17, 2015
- E. Utility Billing Report for August 2015
- F. Wastewater Treatment Plant Report for August 2015
- G. McLaren Acknowledgment of Portland Ambulance Crew
- H. Police Department Report for August 2015
- I. Revenue-Expense Report for September 2015
- J. Fire Department Report for August 2015
- K. MI Liquor Control Commission Receipt of Application
- L. Ionia County Board of Commissioners Agenda for September 22, 2015
- M. MPSC Notice of Hearing for Consumers Energy

7:40 PM

XII. Other Business - None

7:45 PM

XIII. City Manager Comments

7:50 PM

XIV. Council Comments

7:55 PM

XV. Adjournment

Motion



Constitution Week 2015

Whereas, September 17, 2015 marks the two hundred and twenty-eighth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

Whereas, it is fitting and proper to officially recognize this magnificent document and the anniversary of its creation; and

Whereas, it is fitting and proper to officially recognize the patriotic celebrations which will commemorate the occasion; and

Whereas, public law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as constitution week;

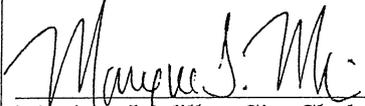
NOW, THEREFORE, I, James E. Barnes, Mayor of the City of Portland do hereby proclaim September 17 through 23, 2015 to be:

CONSTITUTION WEEK

in the City of Portland, and ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787.

Signed this 17th day of September 2015.

James E. Barnes, Mayor


Monique I. Miller, City Clerk



**CITY COUNCIL
CITY OF PORTLAND
Ionia County, Michigan**

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

ORDINANCE NO. 175II

**AN ORDINANCE TO AMEND SECTION 42-186(c)
OF THE PORTLAND CITY CODE OF ORDINANCES**

THE CITY OF PORTLAND ORDAINS:

SECTION 1. Section 42-186(c) of the City Code of Ordinances pertaining to restaurants without a drive through facility is amended to read as follows:

1 space for each employee reasonably expected to work during anticipated peak hours, plus 1 space for every 3 people allowed in the area devoted to indoor seating, as measured by the maximum occupancy load under the applicable building or health codes. The Planning Commission has discretion to approve or deny the applicant's peak staffing estimates, based on the documentation presented.

SECTION 2. PUBLICATION AND EFFECTIVE DATE. This Ordinance must be published and recorded as provided in the City Charter and takes effect on the date of publication, but not less than ten (10) days after its adoption by the City Council.

Ayes:

Nays:

Absent:

Abstain:

ORDINANCE DECLARED ADOPTED.

Dated: October 5, 2015

James E. Barnes, Mayor

Monique I. Miller, City Clerk

Introduced: September 21, 2015

Adopted:

Published:

Effective:

**CITY COUNCIL
CITY OF PORTLAND
Ionia County, Michigan**

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

RESOLUTION NO. 15-72

**A RESOLUTION TO EXTEND THE MORATORIUM ON THE
ENFORCEMENT OF SECTION 42-306(c)(2) OF THE CITY OF
PORTLAND ZONING ORDINANCE TO ACCOMMODATE
RECONSTRUCTION IN THE CITY**

WHEREAS, on June 22, 2015, the City of Portland experienced a devastating tornado that caused severe damage to many buildings and structures throughout the City, including several that do not comply with the dimensional requirements of the City's current zoning ordinance; and

WHEREAS, during the clean-up process, City staff determined that insurance proceeds are not available to cover the costs of rebuilding these preexisting nonconforming buildings and structures beyond their previous nonconforming state; and

WHEREAS, in recognition of the unique circumstances at issue, and in an effort to promote community solidarity and efficiently restore the public health, safety and welfare, on July 6, 2015, the City Council imposed a 90-day moratorium suspending the application and enforcement of Section 42-306(c)(2) of the City of Portland Zoning Ordinance against nonconforming buildings and structures damaged by the June 22, 2015 tornado; and

WHEREAS, to provide the owners of such nonconforming buildings with additional time to complete rebuilding projects, the City Council has determined that it is desirable to extend the moratorium for an additional 90-day period.

NOW, THEREFORE, THE CITY COUNCIL RESOLVES AS FOLLOWS:

1. For the reasons stated above, the City Council hereby extends the moratorium suspending the application and enforcement of Section 42-306(c)(2) of the City of Portland Zoning Ordinance against nonconforming buildings and structures damaged by the June 22, 2015 tornado, as determined by the City Manager and/or his designee, located within the residential and commercial zoning districts of the City, for a period of 90-days or until any needed or desirable amendment(s) to the City's zoning ordinance and other applicable City ordinances are adopted, whichever occurs first, subject to all terms and requirements imposed by City Council Resolution No. 15-49, as adopted on July 6, 2015.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Yeas:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: September 21, 2015

Monique I. Miller, City Clerk

CERTIFICATION

As it's duly appointed Clerk, I certify that this is a true and complete copy of a resolution adopted by the City Council of the City of Portland, Ionia County, Michigan, at a regular meeting held on September 21, 2015.

Date: September 21, 2015

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. 15-73

A RESOLUTION APPROVING THE PURCHASE OF A GENERATOR FOR THE WASTEWATER TREATMENT PLANT TO BE USED FOR THE RIVERSIDE LIFT STATION

WHEREAS, the Portland Wastewater Treatment Plant (“WWTP”) operates a lift station located at Riverside Drive (“Riverside Lift Station”) for the purpose of moving wastewater from lower to higher elevation, particularly where the elevation of the source is not sufficient for gravity flow; and

WHEREAS, in the event there is a loss of power, the Riverside Lift Station currently has no alternate power source or means to independently operate and city staff recommends purchasing a permanent generator; and

WHEREAS, the WWTP Superintendent sought bids and recommends that City Council approve the purchase of a generator from Michigan Critical Power in the estimated amount of \$15,905.00, with a contingency of \$5,000.00; the installation of a gas main by Consumer’s Energy in the estimated amount of \$3,098.00; and engineering work to be performed by Fleis & VandenBrink in the estimated amount of \$3,350.00, a copy of the proposals are attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the purchase of a generator from Michigan Critical Power in the estimated amount of \$15,905.00, with a contingency of \$5,000.00; the installation of a gas main by Consumer’s Energy in the estimated amount of \$3,098.00; and engineering work to be performed by Fleis & VandenBrink in the estimated amount of \$3,350.00, a copy of the proposals are 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: September 21, 2015

Monique I. Miller, City Clerk



MICHIGAN CRITICAL POWER

7986 Clyde Park Avenue SW
Byron Center, MI 49315
Phone Number; 616-452-7990 Fax Number: 616-452-7998
www.MichiganCritical Power.com

Quote

Estimate Number: G183-1

Date: SEPTEMBER 18, 2015

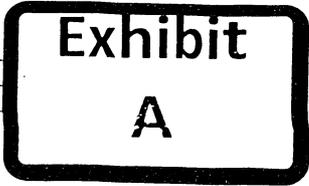
(good for 30 days from above date)

TO: Doug Sherman
City of Portland
600 Morse Dr.
Portland, MI 48875

| SALESPERSON | JOB | PAYMENT TERMS |
|-------------|----------------------------|---------------|
| Mike Krause | Lift Station Liquid Cooled | Net 30 days |

| QUANTITY | DESCRIPTION | UNIT PRICE | LINE TOTAL |
|----------|---|------------|-------------|
| 1 | Kohler 24RCL 240 3P Liquid Cooled | | |
| 1 | Kohler RXT100A 3R Transfer Switch | | |
| 1 | Battery & Coolant Heater | | |
| 1 | Pour Cement Pad | | |
| 1 | Electrical & Mechanical Permit | | |
| 1 | Labor & Material to Install Equipment | | |
| 1 | Run Gas Line From Meter to Generator | | |
| | *Customer to Have Gas Meter Installed at Building. If Meter Gets Installed by Generator the Cost to Run Gas Line Would be Less. | | |
| | *Any plans needed for permit will be by owner. | | |
| | | | |
| | | | |
| | | | |
| | | Total | \$15,905.00 |

Estimate Prepared By: Mike Krause
This is an estimate for the goods/services named and subject to the conditions noted below:





FLEIS & VANDENBRINK

DESIGN. BUILD. OPERATE.

September 2, 2015

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

RE: Portland Riverside Lift Station Joint Permit Application

Dear Tutt:

We understand that the City plans to add a permanent generator to the Riverside Lift Station and that the lift station is right on the edge of the Grand River floodplain. The addition will require a MDEQ Joint Permit Application to be submitted due to the proximity of the river and flood plain. It will also require a MDEQ Part 41 Permit.

In order to evaluate the location of the lift station and complete the joint permit application, a topographic survey will be required in this area. We propose the following budget to assist the City with determining the best placement of the generator near the lift station and completing the necessary joint permit application.

Budget:

| | |
|---|----------------|
| Survey the lift station area, river edge and locate the flood plain boundary: | \$1,800 |
| Complete figures and permit applications: | \$1,550 |
| Total: | \$3,350 |

We look forward to assisting the City on this project. If there are any questions, please call.

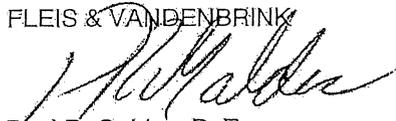
You can approve this work under our existing General Consultation Agreement by signing below and returning.

Tutt Gorman

Date

Sincerely,

FLEIS & VANDENBRINK


Paul R. Galdes, P. E.
Project Manager

2960 Lucerne Drive SE, Suite 100
Grand Rapids, MI 49546
P: 616.977.1000
F: 616.977.1005
www.fveng.com

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 15-74

A RESOLUTION APPROVING, AUTHORIZING AND DIRECTING THE MAYOR AND CITY CLERK TO SIGN A LICENSE AGREEMENT TO PERMIT HOLDING A HAUNTED HOUSE AT THE RED MILL

WHEREAS, The Friends of the Red Mill approached the Parks & Recreation Board about conducting a haunted house at the Red Mill building located on Water Street for purposes of raising funds for the Red Mill Pavilion Project; and

WHEREAS, at its regularly scheduled meeting on September 17, 2015, the Parks & Recreation Board recommended that City Council approve the request by Friends of the Red Mill to hold a haunted house at the Red Mill building, a copy of a memo from the Director of Parks & Recreation Department, Mary Scheurer and minutes from the Board meeting is attached as Exhibit A; and

WHEREAS, the Friends of the Red Mill will be the sponsor of the Haunted House and provide liability insurance to protect the City; and

WHEREAS, the City Manager has prepared a license agreement between the City and the Friends of the Red Mill to allow the use of the Red Mill Property as a haunted house and to protect the City from any claims associated with the event, a copy of the proposed license agreement is attached as Exhibit B.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves, authorizes and directs the Mayor and City Clerk to sign the License Agreement to permit holding a haunted house at the Red Mill building, a copy of which is attached as Exhibit B.
2. All resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: September 21, 2015

Monique I. Miller, City Clerk



September 17, 2015

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

Dear Council,

At the regular Parks and Recreation Board meeting held on Thursday September 17, 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 Lisa Balderson of the Red Mill group about hosting a haunted house at the Red Mill. The haunted house would run for two weekends in October to help raise some additional funds to complete the Red Mill project. The dates for the event would be October 23, 24, 30 and the 31 finishing up on Halloween. Lisa attended the meeting to discuss the idea with the Board. After discussion a motion was made by Foote to recommend to the Council to approve the haunted house at the Red Mill for four dates in October as long as the group named the City on their liability insurance, seconded by Williams. Motion carried.

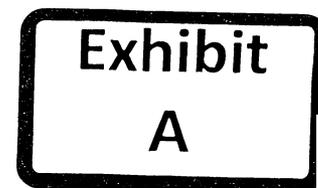
I have attached the Parks & Recreation Board minutes from the September 17, 2015 meeting and the e-mail I received from Lisa Balderson requesting the Red Mill for a haunted house in October.

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".

Mary Ellen Scheurer
Parks, Recreation & Cemetery Director



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

September 17, 2015

Minutes of the Thursday September 17, 2015 Parks and Recreation Board meeting held at 5:30 pm at the Executive Board Room at City Hall.

Members Present: Cross, Cunningham, Foote, Weller and Williams

Members Absent: none

Guests: Neil Brown, Lisa Balderson from the Red Mill group

Old Business:

1. Minutes of the Thursday August 20, 2015 Parks and Recreation Board meeting approved as written.
2. Red Mill Pavilion – The Director gave the Board an update on the construction of the Red Mill Pavilion. The roof board installation was started this week and I believe they also have awarded the work for the steel roofing. Lisa Balderson contacted the Director to discuss having a haunted house at the Red Mill on two weekends starting on October 23, 24, 30 and the 31 finishing up on Halloween. Lisa attended the meeting to discuss the idea with the Board. After discussion a motion was made by Foote to recommend to the Council to approve the haunted house at the Red Mill for four dates in October as long as the group named the City on their liability insurance, seconded by Williams. Motion carried.
3. Dog Park – The Director provided the Board with an updated fund balance sheet from the Friends of the Dog Park fund raising efforts. The Director also informed the Board that the group cancelled the Golf Outing scheduled at Willow Wood Golf course due to no registrations turned in the week prior to the event.
4. Future Development of Bogue Flats Recreation Area – This item will be left on the agenda even though we do not have matching funds to apply for a Development grant in 2016.
5. Two Rivers Park Acquisition – The Director informed the Board that she has contacted Tamara Jorkasky the Department of Natural Resources Grant Coordinator for our Region and gave her some additional information of the size of the Public Works area. The Director also questioned why all the other grants since the late 70's has never brought up that the compost pile was in the Recreation Plan. Tamara wanted to see my information prior to wanting to meeting so I'm still waiting for a date and time to meet with her in Lansing. However I did receive the scoring of the Two Rivers Park project and we did not score well. Last round when we received the

grant we scored 310 out of 500 and received the grant this year we only scored 170 points. I know she deducted 60 points for the compost pile but have not been able to figure out where the other 80 points went. I will call her back on Monday if I so not hear from her prior to then. Neil will be sending in some supplemental information trying to improve our score in a couple of areas early next week.

6. Cemetery gate update – The Director informed the Board that she contacted Sarah Hoffman from MDOT to make sure she had received the application for a permit to install the gate. The application was received on September 2, 2015 and it just made it out of their regional office yesterday and now is on to the State office prior to going to the Federal Highway people. Sarah will keep me posted however we are still moving in a positive direction.

New Business:

1. 5k / 10k report – The report was provided for the Boards review.
2. Tenth Annual Labor Day Bridge Walk - The report was provided for the Boards review. This year we had 62 walkers and we had a couple from Novi that read about our walk in the Detroit Free Press and decided to come to Portland to walk our bridge walk this year. The gentleman from Novi indicated the Detroit Free Press article even had pictures of the trail in the news article.
3. Punt, Pass & Kick Competition – The Director provided the Board with a copy of our flyer. The competition will be held on Friday September 25 at 5:30 pm at the Portland High School practice field. The competition is open to 6 to 15 year old boys and girls with all local winners advancing to the regional competition at Holt.
4. Budget Reports – The reports were provided for the Boards review.

The meeting was adjourned at 6:00 pm.

Respectfully,

Greg Foote
Secretary

Recreation Director

From: Balderson, Lisa [lbald@fbinsmi.com]
 Sent: Wednesday, September 16, 2015 9:25 AM
 To: Mary Scheurer
 Cc: Tutt Gorman Portland City Manager; Noreen Logel - Chairperson
 Subject: Usage of Red Mill, Pavilion & River Trail
 Follow Up Flag: Follow up
 Flag Status: Red

Mary,

Per our telephone conversation last week please present the following at your board meeting tomorrow Thursday 9/17 and onward to City Council meeting Tuesday 9/22 for discussion and approval. We would be happy to attend both meetings to present our event, please give us as much notice as possible.

Proposal:

The Friends of the Red Mill would like to host a fundraising event @ Red Mill, Pavilion & River Trail the last two weekends in October 2015. We want to host a "Haunted Mill and Trail" in the evening hours 7pm - 9pm or until public is gone. We are also thinking of including a Saturday afternoon matinee for the younger kids. The Pavilion will be the gathering point for all festivities. We would only want to use the River Trail section that goes around Bogue Flats (starting and stopping at the Pavilion). With our limited time till "show time" & depending on volunteer participation we may pass on the haunting of the River Trail, however wanted to include it for approval now than ask later. There will be food & drink (grill hot dogs, donuts, cider & water) available at the pavilion for donation during all timeslots. We want to charge \$5 for adults and by donation for minors. The donation method has worked well for us in the past so we thought to continue. We have not made a lot of decision as we are wanting approval first from the City of Portland. Also, if there is anything that the City of Portland can provide, loan out to assist in this fundraising event we would be very grateful. All proceeds from this event go towards the completion of the pavilion restrooms. Please let us know if we need to provide anything else to obtain approval.

Thank you for your time,
 Lisa

Lisa Balderson

Senior Subrogation Claims Representative | Farm Bureau Insurance
 PO Box 30400 | Lansing, MI 48909-7900
 P: 517-323-6676 | F: 517-323-6589

Visit our website: www.FarmBureauInsurance.com

cid:image004.jpg@01CD55CF.3438EEB0

Confidentiality Note: This email and any attachments are confidential and may be protected by legal privilege. If you are not the intended recipient, be aware that disclosing, copying, distributing, or use of this email or any attachments is prohibited. If you have received this email in error, please notify me by returning it to me and delete this copy from your system. Thank you for your cooperation.

9/16/2015

LICENSE AGREEMENT

THIS AGREEMENT is made as of the ____ day of _____, 2015, between the City of Portland, a Michigan municipal corporation, the address of which is 259 Kent Street, Portland, Michigan 48875, Attn: City Manager (the "City") and the Friends of the Red Mill, (the "Licensee").

RECITALS

- A. The City owns certain real property commonly as known as the Red Mill located at 450 Water Street, Portland, Michigan (the "Red Mill").
- B. The Licensee desires to use the Red Mill to hold a haunted house on the outside porch and a portion of the inside and to temporarily store construction materials for the haunted house inside the Red Mill prior to the event. The haunted house event would take place on the 23rd, 24th, 30th and 31st of October 2015.
- C. The City has agreed to grant a license to the Licensee to use the Red Mill for the purposes stated in paragraph B above subject to the terms of this Agreement.

NOW, THEREFORE, in consideration of the promises contained herein, the parties agree as follows:

1. License. The City grants the Licensee, and the Licensee accepts from the City, a revocable, non-transferable license to use the Red Mill to hold a haunted house on the outside porch and a portion of the inside and to temporarily store construction materials for the haunted house inside the Mill prior to the event. This is a license and the Licensee understands and agrees that it is only permission to temporarily use the Mill and does not constitute any legal or possessory interest in the site.
2. Use. The Licensee is permitted to use the Red Mill to hold a haunted house on October 31, 2005 and to temporarily store construction materials for the haunted house inside the Red Mill prior to the event subject to the following conditions:
 - i. Licensee shall not put any nails, screws or other fasteners into the wood porch or Red Mill building; and
 - ii. Licensee is responsible for clean-up and restoration of the property and shall leave the Red Mill in as good a condition as before the Licensee's use.
3. Insurance. Licensee shall furnish a certificate of insurance showing that the Licensee has liability insurance in the minimum amount of \$1,000,000 per occurrence for bodily injury (including death).

Exhibit

B

4. Indemnification. The Licensee shall hold the City harmless from, indemnify it for and defend it against any and all liabilities, claims, damages, causes of action, losses, costs and expenses, including actual attorneys and other legal fees, for all injuries or death of any person, or damage to any property, occurring directly or indirectly from the Licensee's use of the Red Mill for the purposes stated in paragraph 2 above. It is the intention of both parties that the City shall not be liable or in any way responsible for any damage, loss or injury due to accident or mishap relating in any way to the use the Red Mill to hold a haunted house or to temporarily store construction materials for the haunted house inside the Red Mill prior to the event.
5. Entire Agreement. This Agreement constitutes the entire agreement between the parties as to its subject matter and supersedes and replaces all other prior agreements as to its subject matter and it superseded and replaces all prior or contemporaneous agreements
6. Amendment. This Agreement may not be modified or amended except in writing signed by the parties.
7. Governing Law. This Agreement shall be construed and enforced under the laws of the State of Michigan.

IN WITNESS WHEREOF, the parties have caused this License to be signed as of the date and year first written above.

WITNESSES:

CITY OF PORTLAND

Monique I. Miller

James E. Barnes, Mayor

LICENSEE:

FRIENDS OF THE RED MILL

BY: _____
Noreen Logel

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Tuesday, September 8, 2015

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, and Clement; City Manager Gorman; City Clerk Miller; Police Chief Knobelsdorf; Interim DDA/Main Street Director Perry; Eric Proctor

Guests: Kathy Parsons; Tom Thelen of the Review & Observer

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

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

Yeas: Clement, Fitzsimmons, VanSlambrouck, Barnes

Nays: None

Absent: Baldyga

Adopted

Motion by Fitzsimmons, supported by VanSlambrouck, to excuse the absence of Council Member Baldyga.

Yeas: Fitzsimmons, VanSlambrouck, Clement, Barnes

Nays: None

Absent: Baldyga

Adopted

Under the City Manager Report, City Manager Gorman reported the recent bridge inspection report brought no new surprises but shows the continuing deterioration of the Divine Hwy. Bridge. At this time it is still safe for travel with no load restrictions. The City is hoping to receive word in November or December whether it will receive a 95% matching grant for the replacement of this bridge.

The follow-up applicant briefing with representatives of the State of Michigan was held today at City Hall for disaster relief funding for the tornado that occurred on June 22, 2015. The City may receive payment as soon as next week.

The City has received confirmation from MDOT that the funds have been obligated for the Kent St. Improvement Project. Construction is expected to take place in the Spring/Summer of 2016 in order to have impact the residents as minimally as possible. Storm sewers in the area are also being assessed to determine if they should also be replaced during construction.

The WODA Group has completed the environmental studies of the property at 306 Brush St. and are now waiting for completion of the report. The plans are still in the process of final development. When they are complete they will meet with City staff for discussion and input. They are currently working to make the building weather tight so they can begin construction on November 1, 2015.

Goodwill has officially decided to rebuild in Portland. They are currently developing the site plan and building plans. The site plan will be presented to the Planning Commission for review at its October meeting.

Olivera's will also present their site plan for review to the Planning Commission at its October meeting. McDonald's site plan will be presented at tomorrow's Planning Commission meeting. The Zoning Board of Appeals will consider variance requests from both Olivera's and McDonald's at its meeting on September 14, 2015.

City Manager Gorman further reported that TRW has changed their name to THK Rhythm Automotive. Plant Manager, Scott Inman will address the Council at its meeting on September 21st in order to update the community on their recent changes.

City Manager Gorman stated that he is in the process of researching and discussing property maintenance enforcement. At this time he is looking at budgetary aspects and how other communities address this issue.

The Zoning Moratorium passed after the tornado on June 22, 2015 will expire on October 6, 2015. City Manager Gorman stated that he will request that Council extend the moratorium another 90 days at either the September 21, 2015 or October 5, 2015 meeting.

Under New Business, the Council considered Resolution 15-68 to approve the purchase of a standby generator for Well House #4 at a total cost of \$53,131.72. In the event of a loss of power, this well house currently has no alternate power source or means to operate. The Fiscal Year 2015-2016 Budget approved by Council included this expenditure but the actual price is substantially less.

There was discussion of the advantages of upgrading this infrastructure.

Motion by Fitzsimmons, supported by Clement, to approve Resolution 15-68 approving the purchase of a standby generator for the Water Department for Well House #4.

Yeas: Fitzsimmons, Clement, VanSlambrouck, Barnes

Nays: None

Absent: Baldyga

Adopted

The Council considered Resolution 15-69 to appoint City Treasurer, Kristina Kinde as the City's Officer Delegate for the MERS Conference, October 8-9, 2015, at the Amway Grand Plaza in Grand Rapids, Michigan.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 15-69 appointing an Officer Delegate to represent the City at the 2015 MERS Conference.

Yeas: VanSlambrouck, Fitzsimmons, Clement, Barnes

Nays: None

Absent: Baldyga

Adopted

The Council considered Resolution 15-70 to deny a permit application submitted under the Metro Act by KEPS Technologies Inc., dba ACD.net to use the City's public rights-of-way for the installation of fiber optic cable and six 40' wooden poles to facilitate its telecommunications network infrastructure. City staff

has reviewed the application and has determined the proposed use of poles is contrary to current City ordinance and policy and that the route proposed by ACD.net for the installation of its fiber optic cable is overburdened by existing public and private utilities.

There was discussion.

Motion by Clement, supported by Fitzsimmons, to approve Resolution 15-70 to deny a permit application submitted under the Metro Act.

Yeas: Clement, Fitzsimmons, VanSlambrouck, Barnes

Nays: None

Absent: Baldyga

Adopted

The Council considered Resolution 15-71 to confirm the Mayor's appointment of Kathy Parsons to the Zoning Board of Appeals to a term expiring on June 30, 2018.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 15-71 confirming the Mayor's appointment to City Boards and Commissions.

Yeas: Fitzsimmons, VanSlambrouck, Clement, Barnes

Nays: None

Absent: Baldyga

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 August 17, 2015, payment of invoices in the amount of \$165,785.77 and payroll in the amount of \$86,441.54 for a total of \$252,227.31. Purchase orders to Mid-Michigan Emergency Equipment in the amount of \$10,419.49 for a Road Ready Package & equipment for the 2016 police vehicle, The Eagle Group Ltd. in the amount of \$8,500.00 for replacement of gates and railing due to tornado damage, TerHorst & Rinzema Construction Co. in the amount of \$55,375.00 for repairs to City Hall due to tornado damage, and to Bert's Glass, LLC in the amount of \$9,949.25 for replacement of the west entry door at City Hall due to tornado damage were included.

Yeas: Fitzsimmons, VanSlambrouck, Clement, Barnes

Nays: None

Absent: Baldyga

Adopted

Under City Manager Comments, City Manager Gorman reminded residents the Chamber of Commerce will hold a movie night at Powers Park at dusk on September 12, 2015. They will be showing Big Hero 6.

City Manager Gorman further reminded residents to be watchful and watch for children as the public schools resumed today.

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

Yeas: Clement, Fitzsimmons, VanSlambrouck, Barnes

Nays: None

Absent: Baldyga

City of Portland
Synopsis of the Minutes of the September 8, 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, and Clement; City Manager Gorman; City Clerk Miller; Police Chief Knobelsdorf; Interim DDA/Main Street Director Perry; Eric Proctor

Absent – Council Member Baldyga

Approval of Resolution 15-68 approving the purchase of a standby generator for the Water Department for Well House #4.

All in favor. Approved.

Approval of Resolution 15-69 appointing an Officer Delegate to represent the City at the 2015 MERS Conference.

All in favor. Approved.

Approval of Resolution 15-70 to deny a permit application submitted under the Metro Act.

All in favor. Approved.

Approval of Resolution 15-71 confirming the Mayor's appointment to City Boards and Commissions.

All in favor. Approved.

Approval of the Consent Agenda.

All in favor. Approved.

Adjournment at 7:30 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

Date: 6/15

CITY OF PORTLAND INVOICE REGISTER

Page: 1

| VENDOR NAME | VENDOR | DESCRIPTION | AMOUNT |
|------------------------------|--------|--|----------|
| UNITED STATES POSTAL SERVICE | 00463 | POSTAGE- ELC, WTR, WASTEWATER, GENERAL | 961.31 |
| PORTLAND TOWNSHIP TREASURER | 00371 | ANNEXATION AGREEMENT REVENUE SHARING - COMM PR | 4,409.61 |
| MICHIGAN MUNICIPAL LEAGUE | 00285 | CONFERENCE - COUNCIL | 349.00 |
| STATE OF MICHIGAN | 00428 | EXAM APPLICATION FEE - WATER | 140.00 |
| AECOM TECHNICAL SERVICES | 01810 | FERC MONITORING - ELECTRIC | 2,548.98 |
| AMERICAN RENTALS, INC. | 00017 | PORTABLE TOILET RENTAL - PARKS | 164.00 |
| AT&T | 00686 | PHONE SERVICE - WASTE WTR | 86.13 |
| AT&T | 00686 | PHONE SERVICE - WASTE WTR | 26.66 |
| BOUND TREE MEDICAL LLC. | 01543 | EMS SUPPLIES - AMBULANCE | 499.10 |
| BOUND TREE MEDICAL LLC. | 01543 | PULL OVERS - AMBULANCE | 475.20 |
| BOUND TREE MEDICAL LLC. | 01543 | PULL OVERS - AMBULANCE | 388.80 |
| BOUND TREE MEDICAL LLC. | 01543 | SUPPLIES - AMBULANCE | 496.15 |
| B&W AUTO SUPPLY, INC. | 00030 | PARTS - PARKS, AMB, ELEC, MTR POOL | 950.69 |
| CENTURYLINK | 01567 | PHONE SERVICE - VARIOUS DEPTS | 14.74 |
| CHROUCH COMMUNICATION, INC. | 00082 | MAINTENANCE CONTRACTS - ELECTRIC | 78.00 |
| CLEAR RATE COMMUNICATIONS | 02231 | PHONE SVC - CITY HALL | 417.59 |
| CONSUMERS ENERGY | 00095 | GAS SERVICE - VARIOUS DEPTS | 344.50 |
| CULLIGAN | 02130 | WATER DELIVERY - CITY HALL | 12.00 |
| DIGITAL ALLY | 02002 | DIGITAL IN CAR VIDEO CAMERA - POLICE | 3,525.00 |
| FAMILY FARM & HOME | 01972 | ADAPTER - ELECTRIC | 10.47 |
| FAMILY FARM & HOME | 01972 | FILTER WITH GASKET - PARKS | 33.97 |
| GRANGER CONTAINER SERVICE | 00175 | REFUSE -WASTE WTR | 152.58 |
| GRANGER CONTAINER SERVICE | 00175 | RECYCLING - REFUSE | 2,254.45 |
| GRANGER CONTAINER SERVICE | 00175 | REFUSE SVC - POLICE, COMM PROMO, ELECTRIC | 361.16 |
| GROSS MACHINE SHOP | 00180 | LABOR & WHEEL FOR MOWER - CEMETERY, PARKS | 128.00 |
| KEUSCH SUPER SERVICE | 00228 | REPAIR & REPLACE TIRE - CEMERTY, PARKS | 109.00 |
| MICHIGAN ELECTION RESOURCES | 00278 | ID CARDS - ELECTIONS | 58.05 |
| LYONS TOWNSHIP | 00247 | REIMB FOR AMB RUN - AMBUANCE | 50.00 |
| MICHIGAN.COM | 02336 | AUGUST LEGAL NOTICES - GENERAL, CODE | 285.29 |

| VENDOR NAME | VENDOR | DESCRIPTION | AMOUNT |
|------------------------------------|--------|--|-----------|
| MICHIGAN COMPANY, INC. | 00273 | SUPPLIES FOR ALL DEPTS - CEMETERY | 514.17 |
| MUNICIPAL INSPECTION SERVICES | 00323 | NON BUSINESS PERMITS - GENERAL | 10,540.00 |
| MUNICIPAL SUPPLY CO. | 00324 | STREAMLIGHT BATTERY - ELECTRIC | 50.00 |
| POWER LINE SUPPLY COMPANY | 00389 | CUTOUTS - ELECTRIC | 625.95 |
| RESCO | 00392 | TRANSFORMER LOCKS - ELECTRIC | 168.00 |
| RESCO | 00392 | SWITCH DISCONNECT BYPASS - ELECTRIC | 480.00 |
| POWER LINE SUPPLY COMPANY | 00389 | BLET CLIMBING SIZE 23 - ELECTRIC | 354.31 |
| KENDALL ELECTRIC | 00225 | ELBOWS - ELECTRIC | 52.29 |
| RESCO | 00392 | UGUARD PLASTIC BOXES - ELECTRIC | 486.00 |
| ROCHESTER CREATIONS | 02359 | SHIRTS - AMBULANCE | 60.00 |
| SIMPLIFIED BUILDING | 02388 | CUSTOM SOLUTION - WASTE WTR | 1,239.72 |
| SPRINT | 00859 | PHONE & DATA SERVICE - POLICE | 123.17 |
| STATE OF MICHIGAN | 00428 | TOKENS FOR SOR - POLICE | 66.00 |
| STEVE'S METER SERVICE | 00442 | METER - ELECTRIC | 150.00 |
| UPS | MISC | POSTAGE - WATER | 24.23 |
| UTILITY CONSULTING GROUP, LLC | 00465 | CALCULATE PCA FACTOR - ELECTRIC | 225.00 |
| VERIZON WIRELESS | 00470 | PHONE SERVICE - CEM, PARKS, CODE, AMB, ELEC | 317.38 |
| WOW! INTERNET-CABLE PHONE | 02132 | CABLE INTERNET - ELECTRIC | 32.97 |
| CITY OF WYOMING-TREASURER'S OFFICE | MISC | GRAPHICS & DECALS FOR NEW POLICE VEHICLE - MTR | 599.04 |
| WILIAM WEEMS | MISC | ENERGY OPTZ - ELECTRIC | 25.00 |
| STAPLES BUSINESS ADVANTAGE | 00426 | INK, PAPER, SUPPLIES - VARIOUS DEPTS | 1,513.24 |
| CINTAS-725 | 00083 | UNIFORM & RUG CLEANING - VARIOUS DEPTS | 815.42 |
| FREDRICKSON SUPPLY LLC | 02104 | REPAIRS MADE TO VACCON TRUCK - MTR POOL | 2,734.27 |
| AB LOCK AND SAFE INC. | 00713 | KEY-CHANGE LOCK ON NEW DOORS - GENERAL | 452.00 |
| TOM BALDERSON | MISC | GRAS RESTORATION DUE TO TORNADO - GENERAL | 1,699.80 |
| FLEIS & VANDENBRINK | 00153 | DIVINE HWY BRIDGE INSPECTION - MAJ STS | 800.00 |
| GRAINGER, INC. | 00172 | WATER CIRCULATOR MOTOR - WASTE WTR | 613.50 |
| MCFADDEN LAW OFFICE PLLC | 02299 | LEGAL SERVICE - POLICE | 46.00 |
| MHR BILLING | 01780 | MONTHLY BILL SERVICE - AMBULANCE | 1,044.00 |

| VENDOR NAME | VENDOR | DESCRIPTION | AMOUNT |
|---------------------------------|--------|--|-------------|
| PLEUNE SERVICE COMPANY INC. | 00741 | REPAIR VENT ON ROOF FROM STORM - GENERAL | 540.50 |
| FAMILY FARM & HOME | 01972 | MORTOR MIX, CONCRETE MIX - LOC STS | 26.64 |
| FAMILY FARM & HOME | 01972 | SUPPLIES/PAINT - MTR POOL | 32.68 |
| ETNA SUPPLY COMPANY | 00146 | RESETTER - WATER | 482.13 |
| INTERSTATE BILLING SVC | 00202 | O-RING - MTR POOL | 8.67 |
| MICHIGAN PAVING & MATERIALS CO. | 02102 | BLACKTOP - MAJ STS | 231.84 |
| TOM BALDERSON | MISC | LAWN REPAIR MAYNARD RD FROM ACCIDENT - MAJ STS | 150.00 |
| GRANGER CONTAINER SERVICE | 00175 | REFUSE SERVICE - REFUSE | 7,425.88 |
| KEUSCH SUPER SERVICE | 00228 | REMOVE & INSTALL PUSH BUMPER - POLICE | 328.00 |
| MARK SPOHN | 02110 | MOWING - COMM PROMO | 230.00 |
| MATTHEW STERLING | MISC | PHARMACOLOGY TRAINING - AMBULANCE | 196.10 |
| ELHORN ENGINEERING | 00139 | EL-CHLOR 5/GAL CARBOY - WATER | 450.00 |
| PHYSIO-CONTROL INC. | 01743 | MULTITECH PART REPLACEMENT - AMBULANCE | 172.00 |
| AT&T | 00686 | TELEPHONE SVC - VARIOUS DEPTS | 1,216.56 |
| FOSTER BLUE WATER OIL, LLC | 02301 | DIESEL FUEL AND GAS - CEMETERY & PARKS | 693.26 |
| KEUSCH SUPER SERVICE | 00228 | TIRE REPAIR - PARKS | 15.00 |
| BRETT PUNG | 02307 | OFFICIALS - REC | 20.00 |
| ED FILTER | 00540 | UMPIRES - REC | 92.00 |
| BRIAN RUSSELL | 00593 | UMPIRES - REC | 92.00 |
| LOGAN COOK | 02342 | SCOREKEEPERS - REC | 26.00 |
| BAILEY VAN HOUTEN | 02197 | SCOREKEEPERS - REC | 26.00 |
| TOM'S FOOD CENTER | 00452 | SUPPLIES - VARIOUS DEPTS | 876.14 |
| Total: | | | \$58,513.29 |

BI-WEEKLY
WAGE REPORT
September 14, 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. | 8,019.19 | 50,606.60 | 5,121.60 | 18,588.34 | 13,140.79 | 69,194.94 |
| ASSESSOR | 1,273.92 | 7,618.56 | 904.47 | 2,744.57 | 2,178.39 | 10,363.13 |
| CEMETERY | 3,502.09 | 25,817.33 | 3,096.62 | 9,055.75 | 6,598.71 | 34,873.08 |
| POLICE | 12,756.86 | 81,822.11 | 8,334.14 | 27,822.08 | 21,091.00 | 109,644.19 |
| CODE ENFORCEMENT | 592.73 | 3,543.75 | 464.72 | 1,345.83 | 1,057.45 | 4,889.58 |
| PARKS | 1,851.45 | 18,509.94 | 1,388.76 | 4,942.26 | 3,240.21 | 23,452.20 |
| INCOME TAX | 1,670.31 | 10,514.09 | 2,210.39 | 6,256.93 | 3,880.70 | 16,771.02 |
| MAJOR STREETS | 2,738.58 | 21,197.84 | 3,618.13 | 13,360.23 | 6,356.71 | 34,558.07 |
| LOCAL STREETS | 2,000.40 | 16,287.90 | 2,653.68 | 9,714.98 | 4,654.08 | 26,002.88 |
| RECREATION | 1,830.17 | 11,289.50 | 1,922.65 | 5,803.49 | 3,752.82 | 17,092.99 |
| AMBULANCE | 12,315.54 | 65,449.81 | 5,019.20 | 17,264.86 | 17,334.74 | 82,714.67 |
| ELECTRIC | 17,344.56 | 100,756.79 | 15,981.41 | 52,205.37 | 33,325.97 | 152,962.16 |
| WASTEWATER | 9,542.63 | 55,308.42 | 9,660.10 | 28,339.66 | 19,202.73 | 83,648.08 |
| WATER | 4,420.41 | 26,188.07 | 3,876.92 | 11,842.40 | 8,297.33 | 38,030.47 |
| MOTOR POOL | 1,019.75 | 7,493.26 | 767.59 | 2,110.25 | 1,787.34 | 9,603.51 |
| TOTALS: | 80,878.59 | 502,403.97 | 65,020.38 | 211,397.00 | 145,898.97 | 713,800.97 |

**Minutes of the Zoning Board of Appeals
Of the City of Portland**
Held on Monday, August 10, 2015 at 7:00 P.M.
In Council Chambers at City Hall

Members Present: Barnes, Graham, Fedewa, Stahl

Staff: City Manager Gorman, City Clerk Miller

Guests: Ricardo Biella, Clare Linderman, George Vroman, Larry Hyland

Chairman Barnes called the meeting to order at 7:00 P.M.

There were no public comments.

Motion by Graham, supported by Fedewa, to approve the proposed agenda as presented.

Yeas: Graham, Fedewa, Stahl, Barnes

Nays: None

Approved

Motion by Graham, supported by Fedewa, to approve the minutes of the December 8, 2014 meeting.

Yeas: Graham, Fedewa, Stahl, Barnes

Nays: None

Approved

Chairman Barnes opened the Public Hearing at 7:02 P.M.

City Manager Gorman explained that Ricardo Biella is requesting a variance from the minimum side setback for the C-3 District [Section 42-186 (b)] for the building located at 1417 E. Grand River Ave. in order to expand the building into the current drive through lane to accommodate plans to open an Olivera's restaurant in Portland. The ordinance requires a 30-foot setback; a 28-foot variance is being requested.

Mayor Barnes recalled an issue with the trailer park behind the building having problems with the noise and lights from the drive through lane.

Mr. Biella stated that the drive through lane will be eliminated and that the fence was damaged by the tornado on June 22, 2015 but will be repaired with the fence as it was in place with the intent to buffer the noise and lights from the restaurant.

Chair Barnes went through the application for the requested variance and Mr. Biella responded with the rationale for the property.

Under criterion #1, Mr. Biella stated Olivera's floor plan requires two separate dining and serving areas which allows them to provide the community with a pleasant, safe and family oriented gathering space. The current building is exceptionally narrow and does not have enough frontage or

total square footage. The expansion to the west, into the drive through lane space, would double the square footage and allow for the required two serving areas.

Under criterion #2, Mr. Biella stated that although the property is fairly large in area, it has a relatively small frontage on Grand River Ave and is exceptionally narrow. If the variance is not granted, the existing building would be unusable for their concept. Considering the fairly large area of the property, the area behind the proposed expansion would be sufficient to accommodate parking.

Under criterion #3, Mr. Biella stated that justice to Olivera's would be the development of their concept in the Portland community. Justice to the other property owners along the Grand River corridor would be the renovation of the proposed building façade and landscaping. He further stated that when considering the appearance of the existing building; Olivera's should be a welcomed addition as is their Ionia location's overall appearance and popularity. This will not be able to be accomplished without the requested variance due to the narrowness of the property.

City Manager Gorman further stated that granting this variance would not be detrimental to the adjacent property owners as this will improve the property.

Under criterion #4, Mr. Biella stated the issue is simply the shape of the property (narrowness) which was not created by Olivera's. Without a drive through window in use, the addition to the north side would add more usable square footage as dining area to serve customers.

Under criterion #5, Mr. Biella stated he understands that the ordinances are in place to prevent uncontrolled development which can create problems. He asked for consideration of the variance as the change would not be detrimental to the adjacent properties and would in fact likely enhance the value and appeal of their properties as a result of the increased exposure and additional customer traffic based on the large number of guests they would serve.

He further stated they are planning to add an exit onto Bristie Street in order to help the traffic flow and to decrease the traffic safety hazards that are currently in place.

Member Fedewa commented on how well the information was presented.

Mr. Vroman stated that he has no problem with the egress through his property to Bristie St.

Chairman Barnes closed the Public Hearing at 7:19 P.M.

Under New Business, the Board considered the request for a variance from the minimum side setback in the C-3 District [Section 42-186 (b)] for the building located at 1417 E. Grand River Ave.

Motion by Graham, supported by Fedewa, to approve a 28-foot variance from the minimum side setback in the C-3 District [Section 42-186 (b)] for the building located at 1417 E. Grand River Ave.

Yeas: Graham, Fedewa, Stahl, Barnes

Nays: None

Approved

City Manager Gorman stated that Mr. Biella will have another variance request for parking for the proposed business. He is doing everything he can to accommodate the current requirements but is still running into issues meeting the required number of parking spaces.

City Manager Gorman stated that at another time he would like the City to consider the parking requirements in the Ordinances.

Mayor Barnes commented that he appreciates Mr. Biella's respect for the Zoning Ordinance and that the City has trusted its consultants when the ordinances have been passed. When they are put into practice they sometimes become a problem.

City Manager Gorman stated that McDonald's is also looking to make improvements to its property and will also be requesting variances for setbacks and parking. Their parking issue is that they have too much, and they will be adding more green space.

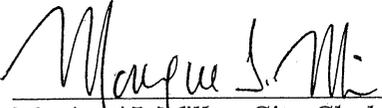
Motion by Fedewa, supported by Graham, to adjourn the meeting at 7:27 P.M.

Yeas: Fedewa, Graham, Stahl, Barnes

Nays: None

Approved

Respectfully submitted,


Monique I. Miller, City Clerk

**Minutes of the Planning Commission
Of the City of Portland**

Held on Wednesday, August 12, 2015 at 7:00 P.M.
In Council Chambers at City Hall

Portland Planning Commission Members Present: Grapentien, Clement, Fitzsimmons, Hinds, Williamson

Absent: Culp, Kmetz

Staff: City Manager Gorman, City Clerk Miller

Guests: Jeremy Ingraham, Charlene Ingraham

City Clerk Miller called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

City Clerk Miller opened the floor for nominations for Chair.

Motion by Clement, supported by Hinds to nominate Grapentien as Chair.

There were no other nominations.

City Clerk Miller held a vote on the nomination.
All in favor. Approved.

Chair Grapentien opened the floor for nominations for Vice Chair.

Motion by Fitzsimmons, supported by Hinds to nominate Clement as Vice Chair.

There were no other nominations.

Chair Grapentien held a vote on the nomination.
All in favor. Approved.

Chair Grapentien opened the floor for nominations for Secretary.

Motion by Clement, supported by Fitzsimmons, to nominate Kmetz as Secretary.

There were no other nominations.

Chair Grapentien held a vote on the nomination.
All in favor. Approved.

There was no public comment.

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

Planning Commission Minutes
August 12, 2015

Motion by Clement, supported by Fitzsimmons, to approve the minutes of the April 22, 2015 regular meeting as presented.
All in favor. Approved.

Chair Grapentien opened the Public Hearing at 7:03 P.M.

City Manager Gorman presented information on the Special Land Use request for the property at 175 Kent St. to permit the operation of a daycare center pursuant to Section 42-341(m). This property was previously used as a daycare center by Tate's Playhouse but a search of previous records do not show that a Special Land Use was granted as required by the Zoning Ordinance. Due to the tornado that struck Portland on June 22, 2015 the Sunny Bunch daycare that was operating out of the Portland Methodist Church has been displaced. They would like to use the property at 175 Kent St. for their operation until reconstruction is completed at the Portland Methodist Church.

City Manager Gorman noted that this is a permissible use in this district.

Chair Grapentien inquired if this would be a temporary use.

Mr. Ingraham stated that they are planning for this to be a temporary use, but it could be up to a year.

City Manager Gorman noted that when a daycare was in operation at this location trash near the sidewalks was an issue and they were asked to make other arrangements. The current applicant has also been asked to make similar off site arrangements.

Vice Chair Clement asked if all of the requirements for a Special Land Use have been met.

Mr. Ingraham stated that his belief that all of the requirements have been met. Due to the tornado there are 14 full-time employees out of jobs and all of the children and families of the daycare have been displaced. If the daycare has to be closed until the church is restored it will likely be unable to reopen.

Vice Chair Clement stated she is in favor of the building used for a daycare but is concerned the Zoning Ordinance would not allow a favorable vote.

City Manager Gorman stated that the requirement of Section 42-341 (m)(4) can be met with the marking of the designated drop-off area and that the requirement of Section 42-341 (m)(6) states, "or as required by the State." If the location is approved by daycare licensing for the State of Michigan then it will meet the City's requirement.

Mrs. Ingraham stated that per the State of Michigan licensing the useable outdoor area does not have to be on-site and can be something that is walkable; like a park which is available.

Mr. Ingraham stated that State of Michigan licensing is aware of their plans and their request.

City Manager Gorman noted that most drop-offs to the daycare will be at approximately 7:00 A.M.

Planning Commission Minutes
August 12, 2015

Vice Chair Clement confirmed that the appropriate signs will be put in place.

Mr. Ingraham stated that they would be.

Chair Grapentien closed the Public Hearing at 7:15 P.M.

Under New Business, the request was considered by the commission.

Motion by Fitzsimmons, supported by Hinds, to approve the request for a Special Land Use Permit for the property at 175 Kent St. to permit the operation of a daycare center pursuant to Section 42-341(m). All in favor. Approved.

Under Member Comments, Vice Chair Clement noted that We Three Strings will be performing at the Band Shell tomorrow night for Thursdays on the Grand.

City Manager Gorman addressed the ongoing issue with potential restaurants without a drive through facility being able to meet the parking requirements in the Zoning Ordinance Section 42-186(c). He further stated that in his opinion the first two provisions should be stricken. In comparison to Ionia and Grand Ledge our ordinance is very aggressive and hard to understand.

There was discussion.

Vice Chair Clement suggested looking at what innovative Cities are doing on this type of requirement and looking at proposed language at the next meeting.

There was continued discussion.

Chair Grapentien asked for an update on rebuilding efforts since the tornado struck Portland on June 22, 2015.

City Manager Gorman reported that all of the churches are moving forward with rebuilding. The Goodwill is looking to rebuild but is considering other locations in Portland. They will be going to their Board of Directors for approve this month. Rite Aid is currently making changes to their building. Janice Frewen and Star Nails have had plans approved for demolition to begin soon. In roughly the same time period as last year approximately 30 building permits have been issued compared to 8 last year.

In other development in the City, The WODA Group was awarded funding by MSHDA for its redevelopment project of Old School Manor at 306 Brush St. Environmental studies are currently being conducted on the property. The timber framing of the Red Mill Pavilion is also underway at this time.

Motion by Clement, supported by Hinds, to adjourn the meeting at 7:34 P.M.
All in favor. Approved.

Respectfully submitted,


John Kmetz, Secretary

**Minutes of the Downtown Development Authority Special Meeting
City of Portland**

Held on Thursday, August 13, 2015
In Council Chambers at City Hall

Members Present: Antaya, Barnes, Blastic, Briggs, Clement, Gorman, and Grimminck

Absent: Dumas, Urie, VanSlambrouck

Staff: Interim DDA/Main Street Director Perry, City Clerk Miller

Guests: Heather Wiborn, Eric Proctor

The meeting was called to order at 3:33 P.M.

Motion by Barnes, supported by Clement, to approve the Agenda as presented.
All in favor. Adopted.

Motion by Barnes, supported by Clement, to approve the minutes of the Special Meeting held on July 9, 2015.
All in favor. Adopted.

Motion by Barnes, supported by Gorman to approve the Revised Treasurer's Report.
All in favor. Adopted.

Gorman was excused at 3:34 P.M.

Under New Business, Interim Director Perry noted that the period for accepting applications for Façade Grants has opened. Bernie Pelc of PCMI and Terry Piggott of the Family Groom Room have expressed interest in pursuing this grant funding.

Upcoming events include the Volunteer Recognition Event with the date to be determined. The Portland Pay Day prize drawing will be held on August 27th. The 5k run will be held October 10th. The Downtown History Walk will be held on October 25th. The Business Afterhours with the Chamber of Commerce will be held on September 3rd. The date for Holidayfest is still being considered but will be held in November or in the beginning of December.

Under the Director's Report, Interim Director Perry stated that the Fabiano's River House Grill was awarded a façade grant with work planned to commence next week. They were granted an extension for completion due to the tornado causing the contractors to be delayed in getting to the project.

Interim Director Perry stated she is going through the Redevelopment Ready Communities (RRC) training, others are encouraged to attend as well, and evaluating along with City Manager Gorman if this is something in which Portland should participate.

Under Committee Reports, Committee Chair Heather Wiborn reported that the Promotions & Marketing Committee will hold the Portland Pay Day prize drawing on Thursday, August 27, 2015 at the Thursdays on the Grand event. The event will be expanded this year to include crafters and other vendors. She also reported that Wine the Walk will be held on Saturday, August 15, 2015 from 4:00 to 11:00 P.M.

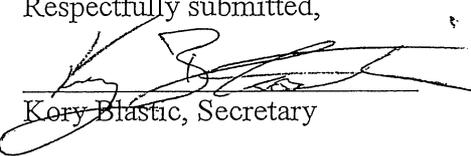
Committee Chair Margery Briggs reported that the Design Committee has opened the Sign Grant opportunity. Applications are due by September 11, 2015. The hanging flower baskets were removed as the watering was unable to be maintained and the flowers dried up. Other options are being considered for next year.

Interim Director Perry reported that the Economic Revitalization Committee is working on developing a free customer service training for employees of local businesses. More information will be distributed. A meeting will be held with Emily Pantera from the Michigan Main Street Center on August 17, 2015 to determine if there is any help from a historical aspect for downtown businesses. A location is being evaluated for the next Business After Hours to be held in conjunction with the Portland Area Chamber of Commerce.

Committee Chair Barnes reported that the Organization and Finance Committee published the August 2015 On the Street Newsletter and thanked Interim Director Perry for her efforts. Mayor Barnes further reported that the “Beerfest on the Bridge” was held on August 1, 2015 and was very successful. He thanked Interim Director Perry and Eric Proctor for their efforts. Mayor Barnes also noted that the date of the Volunteer Recognition Event date is being determined and will be announced soon. A 5k run will be held with Willemin Chiropractic on October 10, 2015. The Facebook page is now at almost 2,000 likes and is growing consistently.

Motion by Barnes, supported by Clement, to adjourn the meeting at 3:58 P.M.
All in favor. Adopted

Respectfully submitted,


Kory Blastic, Secretary



Date: September 17, 2015

REPORT OF FUNDS IN DDA AS OF: September 11, 2015

PRINCIPAL & INTEREST ACCOUNT

| | <u>AMOUNTS</u> |
|--|------------------------|
| PREVIOUS BALANCE: <u>8/10/2015</u> | \$ 143,225.70 |
| INTEREST EARNED: | \$ 6.43 |
| DEPOSITS: | |
| Transfer from Regular Account (payback of August transfer) | \$ 50,000.00 |
| Transfer from Regular Account for Bond Principal and Interest Escrow | \$ 20,000.00 |
| Transfer from Regular Account for Bond Principal and Interest Escrow | \$ 19,215.00 |
| CHECKS WRITTEN: | |
| Ck# 227 PNC BANK, N.A. - Bond principal and interest payment | <u>\$ (223,847.06)</u> |
| | |
| NEW BALANCE: <u>9/11/2015</u> | <u>\$ 8,600.07</u> |

REGULAR ACCOUNT

| | |
|--|---------------|
| PREVIOUS BALANCE: <u>8/10/2015</u> | \$ 22,172.85 |
| INTEREST EARNED: | \$ 1.16 |
| DEPOSITS: | |
| 2015 Beerfest on the Bridge - Admissions (Event Brite) | \$ 6,240.05 |
| 2015 Beerfest on the Bridge - Sponsorship | \$ 4,929.00 |
| 2015 Beerfest on the Bridge - Vendor Fee | \$ 150.00 |
| 2015 Beerfest on the Bridge - Deposit Return | \$ 90.00 |
| 2015 Wine the Walk - Wine Return | \$ 1,241.56 |
| 2015 Wine the Walk - Admissions | \$ 2,348.00 |
| 2015 Wine the Walk - Purchase of remaining soda | \$ 56.00 |
| Partial Transfer #1 from DDA Tax Capture | \$ 100,000.00 |

CHECKS WRITTEN:

| Ck No. Payee: | <u>AMOUNTS</u> |
|---|-----------------------|
| PATRICIA PERRY - Reimbursement for Portland Pay Day cash prizes, Re-letter 2 banners for WTW, manager Salary | \$ 4,537.00 |
| TIM PERRY - Portland Pay Day supplies | \$ 44.81 |
| BBC DISTRIBUTING - Soda "Wine the Walk" | \$ 137.60 |
| AMERICAN RENTALS - Wine the Walk Umbrella tables | \$ 100.00 |
| MOYER CONSTRUCTION - Mulch for downtown | \$ 105.00 |
| CITY OF PORTLAND - Office Supplies, Telephone, and Postage | <u>\$ 254.63</u> |
| | |
| TOTAL CHECKS | \$ (5,179.04) |
| | |
| TRANSFER TO DDA PRINCIPAL AND INTEREST (REPAYMENT OF AUG TRANSFER) | \$ (50,000.00) |
| TRANSFER TO DDA PRINCIPAL AND INTEREST | \$ (20,000.00) |
| TRANSFER TO DDA PRINCIPAL AND INTEREST | <u>\$ (19,215.00)</u> |

| | |
|-------------------------------|---------------------|
| NEW BALANCE: <u>9/11/2015</u> | <u>\$ 42,834.58</u> |
|-------------------------------|---------------------|

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

CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

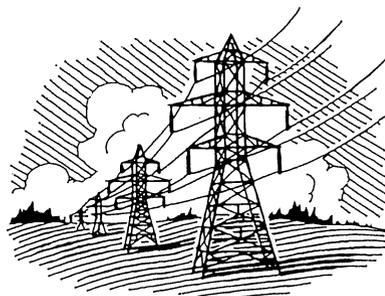
September 1, 2015
August 1-31, 2015

| | | | |
|----------------------------|------------------|---------------------------|----------------------|
| HYDRO GENERATION | 223,281 | | |
| DIESEL PRODUCTION | 0 | | |
| Kwh Purchased | 3,309,117 | Amount Paid | \$ 222,257.47 |
| Total Kwh Purchased | 3,309,117 | Total Dollars Paid | \$ 222,257.47 |

| | | | |
|-------------------------|------------------|-----------------------------|----------------------|
| Kwh Billed | | Dollars Billed | |
| Residential | 1,733,210 | PCA Billed | \$ 3,598.55 |
| Commercial | 750,025 | Residential | \$ 179,094.94 |
| Large General | 817,440 | Residential EO Charge | \$ 3,127.80 |
| City St. Lites Metered | 21,796 | Geothermal Discount | \$ - |
| St. Lites Unmetered | | Commercial | \$ 78,935.69 |
| Rental Lights | | Commercial/LG EO Charge | \$ 2,481.08 |
| Demand | 2,393 | Large General | \$ 56,419.37 |
| | | Large EO Charge | \$ 18.40 |
| | | City St. Lights Metered | \$ 1,848.24 |
| | | St. Lights Unmetered | \$ 1,543.05 |
| Total Kwh Billed | 3,324,864 | Rental Lights | \$ 253.24 |
| | | Demand | \$ 14,051.96 |
| Arrears after billing | \$ 16,612.36 | Tax | \$ 13,280.76 |
| Penalties Added | \$ 2,003.92 | | |
| Arrears end of month | \$ 34,664.53 | Total Dollars Billed | \$ 354,653.08 |
| Fuel Cost Billed | \$ 3,416.19 | | |
| Amount Collected | \$ 301,642.86 | Power Cost Adj. | .00109 |
| Total Adjustments | \$ 5,127.05 | | |

| | |
|------------------------|--------------|
| Residential Customers | 2,170 |
| Commercial Customers | 315 |
| Large General | 16 |
| Total Customers | 2,501 |

09/02/15



CITY OF PORTLAND
September-15

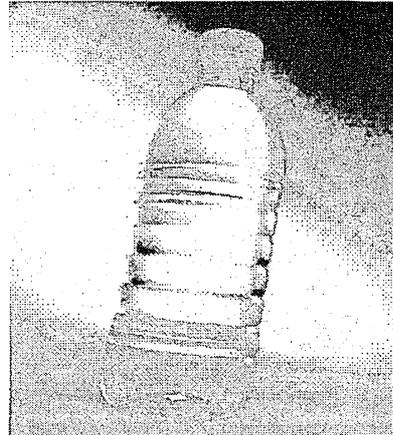
WATER DEPARTMENT REPORT

| MONTH | Aug-15 | PERIOD COVERED | August 1-31, 2015 |
|-----------------------|-------------------|---------------------------------------|---------------------|
| Customers Billed | | Penalties Added | \$ 372.51 |
| City | 1,835 | Dollars Collected | \$ 47,453.23 |
| Rural | 25 | Arrears at end of Month | \$ 6,768.41 |
| Total Customers | 1,860 | Adjustments | \$ 351.93 |
| | | Gallons Pumped | 10,442,000 |
| | | Hydrant Flusing/Rental (unmetered) | 0 (water leak) |
| Gallons Billed | | Dollars Billed | |
| City | 11,058,617 | | \$ 52,857.49 |
| Rural | 242,525 | | \$ 2,025.86 |
| Total | <u>11,301,142</u> | | <u>\$ 54,883.35</u> |

SEWER DEPARTMENT REPORT

| | | | |
|------------------|-------|--------------------|--------------|
| Customers Billed | 1,781 | Dollars Billed | \$ 68,449.35 |
| | | Sewer Credit | \$ - |
| | | Total Sewer Billed | \$ 68,449.35 |

| | |
|-----------------------------|--------------|
| Penalties Added | \$ 563.69 |
| Dollars Collected | \$ 64,326.48 |
| Arrears at end of Month | \$ 11,096.25 |
| Adjustments | \$ 513.62 |
| Gallons Treated per Million | 9.90 |



PORTLAND WASTEWATER TREATMENT PLANT REPORT FOR August 2015

NPDES COMPLIANCE

The City WWTP was in compliance with the NPDES permit limitations for the month of August 2015. Complete copies of all discharge Monitoring Reports are on file at the WWTP.

OPERATIONS

The WWTP treated and discharged **9.9 million gallons** for the month of August.

All of the WWTP personnel completed the on-line Sexual Harassment training. Documentation of completion was sent to Mindy at City Hall. The WWTP workers also attended the Hazard recognition training at Tri County Electric. Doug Sherman attended a ½ day training seminar in Lansing for the new MiWater site through the MDEQ. This site meets the Federal EPA law requirement for electronic permit applications and DMR reporting. It also provides transparency to the general public as they will be able to view certain information on-line. All of our monthly DMR reporting for permit compliance will now be available to the EPA at the same time that it is reported to the MDEQ. The new MiWater system went live on line on August 17th.

The new parts for the clarifier skimmers have been installed. The men also replaced the worn wear plates in the sludge thickener. An increase in the thickener efficiency has been observed. Experience with the sludge thickener indicates that these will need to be replaced at least once annually to maintain optimal efficiency.

With the purchase of polymer for the thickener from Polydyne, we are able to recycle the empty plastic 55 gallon Cardinal polymer drums. The recycler was contacted and the empty Cardinal drums were picked up at no charge. There are still several drums that are not Cardinal drums that we will be preparing to haul to a recycler in St. Johns, MI.

All of the WWTP personnel completed the annual respirator fit testing and TB testing. This is done to assure the safety of the workers when working with paints and chemicals that release hazardous vapors and for compliance with MIOSHA.

I contacted Melissa Eldridge from Ionia that handles the household hazardous waste program. We are now allowed to dispose of small quantities of hazardous materials through the program. I immediately proceeded to gather up all of the old expired hazardous lab chemicals and also those that we no longer use. I also went through our old paint inventory and disposed of several containers that contained small amounts of oil or

epoxy paints in those that we no longer use. This is a free service so no charges were incurred by the WWTP while making the workplace safer for everyone.

After receiving three generator quotes, I conferred with Paul Galdes as to what permits might be required to install a generator at the Riverside Lift Station. Paul met with Tutt and I at the lift station to evaluate the site and to determine what is needed before proceeding with a generator installation. Since the Lift Station is located so close to the river and the FEMA Flood Plain, he recommended that we have a survey including elevations done so that a site plan location could be prepared. We will also need a two permits from the DEQ; one for locating the generator so close to the river and one for the installation of the generator (DEG construction permit). Paul has provided us with a quote for their services.

The WWTP workers finished painting the floors in the Digester Building. The painting is now complete in this building to match that of the new buildings. They will be working on the preparation of the walls, ceilings, and floors of the Service Building over the winter so that painting can resume in the Spring.

Due to several questionable defects in the Kent St. storm sewers, F&V has requested that the storm sewers be televised prior to any construction work. This work has been started and should be completed in September.

Maintenance & Capitol Expenses for August 1, 2015 to August 31, 2015

| ITEM | COST |
|--|-------------------|
| Tom's Do It Center – Distilled Water for lab & batteries | \$ 146.60 |
| USA Bluebook – Marking and floor paint | \$ 472.87 |
| Bio Care – Respirator Fit Testing & TB | \$ 390.00 |
| Polydyne – Polymer for the Thickener | \$ 1741.50 |
| NCL – Hand Sanitizer Refills & QA/QC Samples | \$ 128.69 |
| Interstate Battery – 3.6v Lithium Batteries | \$ 17.98 |
| MWEA – Doug Annual Dues | \$ 65.00 |
| | <hr/> |
| Total Expenses | \$ 2962.64 |
| Total Spent YTD | \$ 4899.13 |

WASTEWATER COLLECTION SYSTEM ACTIVITY

| | |
|--|-----------|
| Sewer Trouble Spots sections cleaned | 4015 feet |
| Routine cleaning | 1263 feet |
| Sewer call outs due to building services | 1 |
| Sewer call outs due to plugged City main | 0 |
| New connections to sewer main | 0 |
| Building Services Televised | 1 |
| Building Services Inspected | 0 |
| City Main Televised | 0 feet |

SEWER CALLOUTS

August 7, 2015

A call for a sewer back-up on Riverside Dr. was received at the WWTP. A WWTP worker was dispatched to the scene to investigate the problem. The flow was inspected at Manhole C145 & C146 and was found to be normal. After talking with the homeowner and renter, they were advised to have the service lateral re-cleaned.

August 13, 2015

A call was received at the WWTP from the property owner requesting to have the service lateral televised. An appointment was made and two WWTP workers were dispatched to the house to televise the line. They were unable to get the camera to enter the line in question. The property owner was advised of this.

Respectively Submitted,

Doug Sherman
WWTP Superintendent



September 15, 2015

Chief Phil Gensterblum
773 E. Grand River
Portland, MI 48875

Dear Chief Gensterblum,

Attached is a case summary on a recent stroke patient your company treated and transported to McLaren Greater Lansing. Job well done by your crew! I have included my contact information below and please do not hesitate to contact me with any questions, comments, or concerns regarding this patient or any EMS issues. We welcome and value your input!

Sincerely,

A handwritten signature in black ink that reads "Colleen Drolett". The signature is written in a cursive, flowing style.

Colleen Drolett RN, BSN
Stroke and Trauma Program Manager
Ofc: 517-975-7486
Pgr: 517-794-0981
Fax: 517-975-6210
colleen.drolett@mclaren.org

**PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
AUGUST 2015**

Calls for Service

| | |
|----------------------|-----|
| Dispatched | 123 |
| Patrol Originated | 12 |
| Assist to PPD | 10 |
| Assist to Fire / EMS | 9 |
| Assist Other Depts | 11 |

Traffic Stops

| | |
|-------------------|----|
| Total Stops | 37 |
| Traffic Citations | 14 |
| Verbal Warnings | 35 |
| Parking Citations | 0 |

Arrests

| | |
|---------------------------------------|----|
| Misdemeanor Arrests (# of persons) | 16 |
| Misdemeanor Charges | 22 |
| Juvenile Apprehensions | 0 |
| Felony Arrests (# of persons) | 1 |
| Felony Charges | 0 |

Citizen Contacts

| | |
|-------------------|-----|
| Business Contacts | 111 |
| Patrol Contacts | 358 |

Noteworthy

Several residents in and around Portland were the victims of fraud when their debit cards were compromised and duplicated. Collaborative investigations with Portland PD, the FBI, and several banks / credit unions have confirmed the use of a skimming device at the Portland Speedway gas station as well as several other gas stations state-wide. The number of persons affected greatly outweighed the number of police complaints we received; whether or not a police report is filed is usually dictated by bank or credit union policy.

Officer Fandel is currently investigating a complaint of aggravated stalking after several violations of a personal protection order. Officer Fandel attempted to stop the suspect on a traffic stop; however, the suspect refused to stop leading Officer Fandel on a short vehicle pursuit and foot chase. The case is still under investigation, and no arrests have been made.

Assists to Other Police Agencies:

August 9, 2015, Assist to IOSH with the arrest of a combative drunk driver.

August 11, 2015, Assist to MSP with a vehicle fire at Grand River / Keefer. Vehicle found to have major oil leak.

August 14, 2015, Assist to IOSH with the investigation of a stolen vehicle by subjects living within Portland.

August 15, 2015, Assist to MSP with a personal injury accident on I 96 near Grand River

August 26, 2015, Assist to IOSH with a suicidal subject on Doreen Dr.

August 29, 2015, Assist to IOSH with a vehicle crash on 96 near Kent St where there were no county-wide units available.

** Please see the next page for a breakdown and explanation of the calls for service **

Non-Arrestable Offenses

| | |
|------------------------|----|
| Assist to Ambulance | 8 |
| Citizen Assist | 2 |
| Civil Disputes | 5 |
| Evidence Destruction | 1 |
| Found Property | 6 |
| Health and Safety | 5 |
| Mental Health | 5 |
| Overdose | 1 |
| Suspicious Situation * | 29 |
| Traffic Accident | 6 |
| Vehicle Unlock | 11 |

** Calls where complaint deemed suspicious or non criminal after investigation but does not reach level of criminal activity. Examples include unfounded alarms, 911 hang up calls, suspicious vehicles, unwanted subjects, open doors, loud music, etc*

Arrestable Offenses **

| | <u>Complaints</u> | <u>Arrests Made</u> |
|------------------------------------|-------------------|---------------------|
| Alcohol (non-driving) | 2 | 2 |
| Assaults | 5 | 3 |
| Child Abuse | 1 | 1 |
| Disorderly Conduct | 4 | 2 |
| Fraud (not related to skimming) | 3 | |
| Fraud (related to skimming) | 4 | |
| Traffic offense (misd/felony) | 1 | |
| ID Theft | 1 | |
| Juvenile Problems | 2 | |
| Larceny | 2 | |
| License Violation | 3 | 3 |
| MDOP | 2 | |
| Ordinance Violation | 1 | |
| OWI | 1 | 1 |
| PPO Violation | 1 | |
| Unlawful Entry | 1 | 1 |
| VCSA | 1 | 1 |
| Warrant | 5 | 5 |
| Weapons Violation | 1 | |

*** Not indicative to the number of persons arrested or victims affected. Reflects arrests made during initial call or within reporting month. Requests for warrants may have been made to prosecuting attorney.*

**PORTLAND-POLICE DEPARTMENT
STATISTICAL INFORMATION
AUGUST 2015**

| Chief Knobelsdorf | | | |
|---|-----------|--------------------------------|------|
| <u>Total Calls Responded To:</u> | 23 | <u>Traffic Stops</u> | |
| Dispatched | 17 | Total Stops | 8 |
| Patrol Originated | 1 | Traffic Citations | 0 |
| Assist to PPD | 5 | Verbal Warnings | 8 |
| Assist to Fire / EMS | 0 | Parking Citations | 0 |
| Assist Other Depts | 0 | | |
| | | <u>Citizen Contacts</u> | |
| <u>Arrests</u> | | Business Contacts | 21 |
| Misdemeanor Arrests | 0 | Patrol Contacts | 62 |
| (# of persons) | | | |
| Misdemeanor Charges | 0 | <u>Minutes</u> | |
| Juvenile Apprehensions | 0 | Time Assigned | 5845 |
| Felony Arrests | 0 | Preventative Patrol | 1930 |
| (# of persons) | 0 | | |
| Felony Charges | 0 | | |

| Sgt Ludwick - LTD | | | |
|---|----------|--------------------------------|---|
| <u>Total Calls Responded To:</u> | 0 | <u>Traffic Stops</u> | |
| Dispatched | 0 | Total Stops | 0 |
| Patrol Originated | 0 | Traffic Citations | 0 |
| Assist to PPD | 0 | Verbal Warnings | 0 |
| Assist to Fire / EMS | 0 | Parking Citations | 0 |
| Assist Other Depts | 0 | | |
| | | <u>Citizen Contacts</u> | |
| <u>Arrests</u> | | Business Contacts | 0 |
| Misdemeanor Arrests | 0 | Patrol Contacts | 0 |
| (# of persons) | | | |
| Misdemeanor Charges | 0 | <u>Minutes</u> | |
| Juvenile Apprehensions | 0 | Time Assigned | 0 |
| Felony Arrests | 0 | Preventative Patrol | 0 |
| (# of persons) | 0 | | |
| Felony Charges | 0 | | |

**PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
AUGUST 2015**

| Officer Groenhof | | | |
|---|-----------|--------------------------------|------|
| <u>Total Calls Responded To:</u> | 25 | <u>Traffic Stops</u> | |
| Dispatched | 18 | Total Stops | 19 |
| Patrol Originated | 5 | Traffic Citations | 11 |
| Assist to PPD | 0 | Verbal Warnings | 16 |
| Assist to Fire / EMS | 1 | Parking Citations | 0 |
| Assist Other Depts | 1 | | |
| | | | |
| <u>Arrests</u> | | <u>Citizen Contacts</u> | |
| Misdemeanor Arrests | 9 | Business Contacts | 27 |
| (# of persons) | | Patrol Contacts | 75 |
| Misdemeanor Charges | 13 | | |
| Juvenile Apprehensions | 0 | <u>Minutes</u> | |
| Felony Arrests | 1 | Time Assigned | 6780 |
| (# of persons) | | Preventative Patrol | 3690 |
| Felony Charges | 0 | | |

| Officer Fandel | | | |
|---|-----------|--------------------------------|------|
| <u>Total Calls Responded To:</u> | 28 | <u>Traffic Stops</u> | |
| Dispatched | 21 | Total Stops | 13 |
| Patrol Originated | 0 | Traffic Citations | 1 |
| Assist to PPD | 0 | Verbal Warnings | 13 |
| Assist to Fire / EMS | 5 | Parking Citations | 0 |
| Assist Other Depts | 2 | | |
| | | | |
| <u>Arrests</u> | | <u>Citizen Contacts</u> | |
| Misdemeanor Arrests | 1 | Business Contacts | 23 |
| (# of persons) | | Patrol Contacts | 43 |
| Misdemeanor Charges | 2 | | |
| Juvenile Apprehensions | 0 | <u>Minutes</u> | |
| Felony Arrests | 0 | Time Assigned | 5465 |
| (# of persons) | | Preventative Patrol | 6385 |
| Felony Charges | 0 | | |

**PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
AUGUST 2015**

| Officer Venton (part - time) | | | |
|---|-----------|--------------------------------|------|
| <u>Total Calls Responded To:</u> | 16 | <u>Traffic Stops</u> | |
| Dispatched | 8 | Total Stops | 1 |
| Patrol Originated | 2 | Traffic Citations | 0 |
| Assist to PPD | 1 | Verbal Warnings | 1 |
| Assist to Fire / EMS | 1 | Parking Citations | 0 |
| Assist Other Depts | 4 | | |
| <u>Arrests</u> | | <u>Citizen Contacts</u> | |
| Misdemeanor Arrests (# of persons) | 0 | Business Contacts | 4 |
| Misdemeanor Charges | 0 | Patrol Contacts | 44 |
| Juvenile Apprehensions | 0 | <u>Minutes</u> | |
| Felony Arrests (# of persons) | 0 | Time Assigned | 1425 |
| Felony Charges | 0 | Preventative Patrol | 1820 |

| Officer Burkhardt (part - time) | | | |
|---|-----------|--------------------------------|------|
| <u>Total Calls Responded To:</u> | 13 | <u>Traffic Stops</u> | |
| Dispatched | 10 | Total Stops | 0 |
| Patrol Originated | 0 | Traffic Citations | 0 |
| Assist to PPD | 0 | Verbal Warnings | 1 |
| Assist to Fire / EMS | 1 | Parking Citations | 0 |
| Assist Other Depts | 2 | | |
| <u>Arrests</u> | | <u>Citizen Contacts</u> | |
| Misdemeanor Arrests (# of persons) | 0 | Business Contacts | 0 |
| Misdemeanor Charges | 0 | Patrol Contacts | 5 |
| Juvenile Apprehensions | 0 | <u>Minutes</u> | |
| Felony Arrests (# of persons) | 0 | Time Assigned | 1340 |
| Felony Charges | 0 | Preventative Patrol | 1000 |

User: NIKKI
DB: Portland

PERIOD ENDING 09/30/2015

| GL NUMBER | DESCRIPTION | 2015-16 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|-------------------------|---------------------------------|----------------|--------------------------------|--------------------------------------|-----------------------------|-------------|
| | | AMENDED BUDGET | 09/30/2015 (NORMAL (ABNORMAL)) | MONTH 09/30/2015 INCREASE (DECREASE) | BALANCE (NORMAL (ABNORMAL)) | |
| Fund 101 - GENERAL FUND | | | | | | |
| Revenues | | | | | | |
| 101-000-402.000 | REAL PROPERTY TAXES | 994,798.00 | 538,387.80 | 325,153.43 | 456,410.20 | 54.12 |
| 101-000-428.000 | PILOT-GOLDEN BRIDGE MANOR | 1,200.00 | 0.00 | 0.00 | 1,200.00 | 0.00 |
| 101-000-445.000 | PENALTY & INTEREST | 8,000.00 | 0.00 | 0.00 | 8,000.00 | 0.00 |
| 101-000-445.022 | 1994A SPEC ASSESS - INTEREST | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-447.000 | TAX COLLECTION FEES | 42,707.00 | 15,335.00 | 9,468.72 | 27,372.00 | 35.91 |
| 101-000-448.000 | SPECIAL ASSESSMENT FEES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-451.000 | BUSINESS PERMITS | 1,000.00 | 25.00 | 0.00 | 975.00 | 2.50 |
| 101-000-453.000 | CABLE TV FEES | 28,000.00 | 7,650.90 | 0.00 | 20,349.10 | 27.32 |
| 101-000-455.000 | TRAILER FEES | 1,500.00 | 87.00 | 27.00 | 1,413.00 | 5.80 |
| 101-000-476.000 | NON-BUSINESS PERMITS | 0.00 | 4,289.00 | 5,579.00 | (4,289.00) | 100.00 |
| 101-000-490.000 | PREPAID UTILITY BILLS-EL,WA,WW | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-501.000 | CHRC-FEDERAL STIMULUS GRANT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-510.000 | COPS-CHRP GRANT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-543.000 | ACT 302 POLICE TRAINING GRANT | 900.00 | 0.00 | 0.00 | 900.00 | 0.00 |
| 101-000-570.000 | LIQUOR FEES | 3,200.00 | 0.00 | 0.00 | 3,200.00 | 0.00 |
| 101-000-575.000 | REVENUE SHARING-CONST SALES | 307,811.00 | 48,880.00 | 0.00 | 258,931.00 | 15.88 |
| 101-000-576.000 | REVENUE SHARING-STAT SALES | 102,666.00 | 17,711.00 | 0.00 | 84,955.00 | 17.25 |
| 101-000-577.000 | CONTRIBUTION FROM STATE -GRANT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-620.000 | PBT TESTING FEES | 5,000.00 | 984.20 | 0.00 | 4,015.80 | 19.68 |
| 101-000-622.000 | DEVELOPMENT AND REVIEW FEES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-623.000 | TRANSCRIPT FEES | 1,000.00 | 181.50 | 0.00 | 818.50 | 18.15 |
| 101-000-624.000 | MISCELLANEOUS FEES | 0.00 | 7.30 | 0.00 | (7.30) | 100.00 |
| 101-000-628.000 | ADMINISTRATIVE CHARGES | 318,857.00 | 79,761.00 | 26,587.00 | 239,096.00 | 25.01 |
| 101-000-629.000 | TOWNSHIP FIRE FEES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-630.000 | CEMETERY LOT SALES | 3,500.00 | 1,250.00 | 700.00 | 2,250.00 | 35.71 |
| 101-000-633.000 | CEMETERY CARE FEES | 2,000.00 | 2,631.20 | 176.00 | (631.20) | 131.56 |
| 101-000-634.000 | GRAVE OPENING FEES | 10,000.00 | 2,825.00 | 925.00 | 7,175.00 | 28.25 |
| 101-000-656.000 | DISTRICT COURT FINES | 11,000.00 | 1,852.63 | 647.95 | 9,147.37 | 16.84 |
| 101-000-661.000 | PARKING FINES | 2,400.00 | 50.00 | 10.00 | 2,350.00 | 2.08 |
| 101-000-662.000 | DRUG FORFEITURE MONEY | 2,000.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 101-000-663.000 | MISCELLANEOUS FINES | 1,500.00 | 441.00 | 143.00 | 1,059.00 | 29.40 |
| 101-000-664.000 | SEX OFFENDER REGISTRATION FEES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-665.000 | INTEREST INCOME | 420.00 | 71.97 | 35.92 | 348.03 | 17.14 |
| 101-000-665.002 | INTEREST INCOME-PERPETUAL CARE | 228.00 | 39.76 | 19.88 | 188.24 | 17.44 |
| 101-000-665.003 | INTEREST INCOME-CURRENT TAX | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-667.000 | RENTAL INCOME | 8,500.00 | 430.00 | (15.00) | 8,070.00 | 5.06 |
| 101-000-669.000 | PRINCIPAL PAYMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-676.001 | DONATIONS-MISCELLANEOUS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-676.002 | DONATION - POLICE EXPLORERS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-676.003 | DONATIONS-DOG PARK | 0.00 | 314.35 | 207.00 | (314.35) | 100.00 |
| 101-000-676.004 | DONATION-RED MILL BUILDING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-676.005 | DONATION - DARE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-676.006 | DONATION - PARKS | 0.00 | 598.15 | 0.00 | (598.15) | 100.00 |
| 101-000-676.007 | DONATION - PORTLAND TWP | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-677.000 | MOWING/STUMP/SNOW REMOVAL | 750.00 | 193.17 | 0.00 | 556.83 | 25.76 |
| 101-000-678.002 | REIMBURSEMENTS-AMBULANCE COLL. | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-678.003 | REIMBURSEMENTS-RAILROAD LEASES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-678.004 | REIMBURSEMENTS-PATROL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-678.005 | REIMBURSEMENTS-INSURANCE AND WC | 2,000.00 | 6,641.40 | 6,641.40 | (4,641.40) | 332.07 |
| 101-000-678.006 | REIMBURSEMENTS- MISCELLANEOUS | 10,000.00 | 1,238.73 | 62.40 | 8,761.27 | 12.39 |
| 101-000-678.007 | REIMBURSEMENTS-PAMA | 0.00 | 1,252.80 | 0.00 | (1,252.80) | 100.00 |
| 101-000-678.008 | REIMBURSEMENTS-RETIREE HEALTH | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-678.009 | REIMBURSEMENTS-RETIREE LIFE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-683.022 | 1994A SPEC ASSESS - PRINCIPAL | 0.00 | 233.87 | 233.87 | (233.87) | 100.00 |
| 101-000-694.000 | SALE OF LAND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-697.000 | EXTRAORDINARY INCOME | 0.00 | 40,846.78 | 40,846.78 | (40,846.78) | 100.00 |

User: NIKKI
DB: Portland

PERIOD ENDING 09/30/2015

| GL NUMBER | DESCRIPTION | 2015-16 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BGDG USED |
|--------------------------------|----------------------------------|-------------------|-----------------------------------|---|------------------------------|----------------|
| | | AMENDED BUDGET | 09/30/2015 (NORMAL (ABNORMAL)) | MONTH 09/30/2015 INCREASE (DECREASE) | BALANCE NORMAL (ABNORMAL) | |
| Fund 101 - GENERAL FUND | | | | | | |
| Revenues | | | | | | |
| 101-000-698.000 | LOAN PROCEEDS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-698.002 | BOND PROCEEDS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-699.001 | TRANSFER FROM VOL FIRE DEPT. | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-699.105 | CONTRIBUTION FROM INCOME TAX | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-699.403 | TRANSFER FROM DNR/MDOT GRANT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-699.406 | TRANSFER FROM BOARDWALK FUND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 101-000-699.582 | TRANSFER FROM ELECTRIC (IN LIEU | 50,037.00 | 0.00 | 0.00 | 50,037.00 | 0.00 |
| 101-000-699.590 | TRANS FROM WASTEWATER (IN LIEU O | 31,764.00 | 0.00 | 0.00 | 31,764.00 | 0.00 |
| 101-000-699.591 | TRANSFER FROM WATER (IN LIEU OF | 32,009.00 | 0.00 | 0.00 | 32,009.00 | 0.00 |
| 101-000-699.812 | TRANSFER FROM SPECIAL ASSESSMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL Revenues | | 1,984,747.00 | 774,210.51 | 417,449.35 | 1,210,536.49 | 39.01 |
| Expenditures | | | | | | |
| 000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 100 | COUNCIL | 158,485.00 | 30,650.00 | 349.00 | 127,835.00 | 19.34 |
| 101 | COMMUNITY PROMOTIONS | 265,610.00 | 70,538.32 | 4,482.55 | 195,071.68 | 26.56 |
| 172 | CITY MANAGER | 129,385.00 | 24,013.00 | 4,589.84 | 105,372.00 | 18.56 |
| 191 | ELECTIONS | 6,910.00 | 118.68 | 0.00 | 6,791.32 | 1.72 |
| 201 | GENERAL ADMINISTRATION | 305,064.00 | 84,779.38 | 8,415.89 | 220,284.62 | 27.79 |
| 209 | ASSESSING | 55,261.00 | 9,944.35 | 2,178.39 | 45,316.65 | 18.00 |
| 265 | CITY HALL | 50,050.00 | 9,091.94 | 2,327.63 | 40,958.06 | 18.17 |
| 276 | GENEALRY | 170,634.00 | 45,776.23 | 8,246.84 | 124,857.77 | 26.88 |
| 301 | POLICE | 691,182.00 | 131,081.43 | 25,942.82 | 560,100.57 | 18.96 |
| 336 | FIRE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 371 | CODE ENFORCEMENT | 39,198.00 | 4,712.88 | 1,083.45 | 34,485.12 | 12.02 |
| 728 | ECONOMIC DEVELOPMENT | 3,000.00 | 1,663.05 | 0.00 | 1,336.95 | 55.44 |
| 751 | PARKS | 148,502.00 | 54,447.52 | 5,176.15 | 94,054.48 | 36.66 |
| 999 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL Expenditures | | 2,023,281.00 | 466,816.78 | 62,792.56 | 1,556,464.22 | 23.07 |
| Fund 101 - GENERAL FUND: | | | | | | |
| TOTAL REVENUES | | 1,984,747.00 | 774,210.51 | 417,449.35 | 1,210,536.49 | 39.01 |
| TOTAL EXPENDITURES | | 2,023,281.00 | 466,816.78 | 62,792.56 | 1,556,464.22 | 23.07 |
| NET OF REVENUES & EXPENDITURES | | (38,534.00) | 307,393.73 | 354,656.79 | (345,927.73) | 797.72 |

User: NIKKI
DB: Portland

PERIOD ENDING 09/30/2015

| GL NUMBER | DESCRIPTION | 2015-16 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|---|--------------------------------|----------------|---------------------------------|---|------------------------------|-------------|
| | | AMENDED BUDGET | 09/30/2015 NORMAL (ABNORMAL) | MONTH 09/30/2015 INCREASE (DECREASE) | BALANCE NORMAL (ABNORMAL) | |
| Fund 105 - INCOME TAX FUND | | | | | | |
| Fund 105 - INCOME TAX FUND: | | | | | | |
| | TOTAL REVENUES | 719,886.00 | 15,174.37 | 1,078.50 | 704,711.63 | 2.11 |
| | TOTAL EXPENDITURES | 1,235,422.00 | 499,351.19 | 6,345.70 | 736,070.81 | 40.42 |
| | NET OF REVENUES & EXPENDITURES | (515,536.00) | (484,176.82) | (5,267.20) | (31,359.18) | 93.92 |
| Fund 150 - CEMETERY PERPETUAL CARE FUND | | | | | | |
| Fund 150 - CEMETERY PERPETUAL CARE FUND: | | | | | | |
| | TOTAL REVENUES | 2,500.00 | 450.00 | 150.00 | 2,050.00 | 18.00 |
| | TOTAL EXPENDITURES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | NET OF REVENUES & EXPENDITURES | 2,500.00 | 450.00 | 150.00 | 2,050.00 | 18.00 |
| Fund 202 - MAJOR STREETS FUND | | | | | | |
| Fund 202 - MAJOR STREETS FUND: | | | | | | |
| | TOTAL REVENUES | 1,106,035.00 | 36,874.74 | 28,096.15 | 1,069,160.26 | 3.33 |
| | TOTAL EXPENDITURES | 1,105,991.00 | 56,693.93 | 12,399.92 | 1,049,297.07 | 5.13 |
| | NET OF REVENUES & EXPENDITURES | 44.00 | (19,819.19) | 15,696.23 | 19,863.19 | 45,043.6 |
| Fund 203 - LOCAL STREETS FUND | | | | | | |
| Fund 203 - LOCAL STREETS FUND: | | | | | | |
| | TOTAL REVENUES | 216,344.00 | 499,537.56 | (22,316.65) | (283,193.56) | 230.90 |
| | TOTAL EXPENDITURES | 224,867.00 | 216,081.67 | 8,852.34 | 8,785.33 | 96.09 |
| | NET OF REVENUES & EXPENDITURES | (8,523.00) | 283,455.89 | (31,168.99) | (291,978.89) | 3,325.78 |
| Fund 208 - RECREATION FUND | | | | | | |
| Fund 208 - RECREATION FUND: | | | | | | |
| | TOTAL REVENUES | 148,250.00 | 22,629.14 | 727.39 | 125,620.86 | 15.26 |
| | TOTAL EXPENDITURES | 129,769.00 | 20,424.67 | 5,072.82 | 109,344.33 | 15.74 |
| | NET OF REVENUES & EXPENDITURES | 18,481.00 | 2,204.47 | (4,345.43) | 16,276.53 | 11.93 |
| Fund 210 - AMBULANCE FUND | | | | | | |
| Fund 210 - AMBULANCE FUND: | | | | | | |
| | TOTAL REVENUES | 538,331.00 | 157,281.51 | 6,392.51 | 381,049.49 | 29.22 |
| | TOTAL EXPENDITURES | 534,888.00 | 112,842.32 | 26,124.73 | 422,045.68 | 21.10 |
| | NET OF REVENUES & EXPENDITURES | 3,443.00 | 44,439.19 | (19,732.22) | (40,996.19) | 1,290.71 |
| Fund 245 - MSHDA LOFT FUND | | | | | | |
| Fund 245 - MSHDA LOFT FUND: | | | | | | |
| | TOTAL REVENUES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | TOTAL EXPENDITURES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | NET OF REVENUES & EXPENDITURES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fund 248 - DDA FUND | | | | | | |
| Fund 248 - DDA FUND: | | | | | | |
| | TOTAL REVENUES | 344,447.00 | 125,303.74 | 108,814.56 | 219,143.26 | 36.38 |
| | TOTAL EXPENDITURES | 369,907.00 | 255,099.63 | 229,026.10 | 114,807.37 | 68.96 |
| | NET OF REVENUES & EXPENDITURES | (25,460.00) | (129,795.89) | (120,211.54) | 104,335.89 | 509.80 |
| Fund 404 - CAPITAL IMPROVEMENT-RED MILL PAVILION | | | | | | |
| Fund 404 - CAPITAL IMPROVEMENT-RED MILL PAVILION: | | | | | | |
| | TOTAL REVENUES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | TOTAL EXPENDITURES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | NET OF REVENUES & EXPENDITURES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

User: NIKKI
DB: Portland

PERIOD ENDING 09/30/2015

| GL NUMBER | DESCRIPTION | 2015-16 AMENDED BUDGET | YTD BALANCE 09/30/2015 NORMAL (ABNORMAL) | ACTIVITY FOR MONTH 09/30/2015 INCREASE (DECREASE) | AVAILABLE BALANCE NORMAL (ABNORMAL) | % BDGT USED |
|---|--------------------------------|------------------------------|--|---|---|----------------|
| Fund 405 - WELLHEAD IMPROVEMENT FUND | | | | | | |
| Fund 405 - WELLHEAD IMPROVEMENT FUND: | | | | | | |
| | TOTAL REVENUES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | TOTAL EXPENDITURES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | NET OF REVENUES & EXPENDITURES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fund 406 - CAPITAL IMPROVEMENT FUND-STREET PROJECT | | | | | | |
| Fund 406 - CAPITAL IMPROVEMENT FUND-STREET PROJECT: | | | | | | |
| | TOTAL REVENUES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | TOTAL EXPENDITURES | 106,088.00 | 348,570.85 | 25,420.46 | (242,482.85) | 328.57 |
| | NET OF REVENUES & EXPENDITURES | (106,088.00) | (348,570.85) | (25,420.46) | 242,482.85 | 328.57 |
| Fund 520 - REFUSE SERVICE FUND | | | | | | |
| Fund 520 - REFUSE SERVICE FUND: | | | | | | |
| | TOTAL REVENUES | 112,150.00 | 26,950.85 | 9,052.59 | 85,199.15 | 24.03 |
| | TOTAL EXPENDITURES | 111,000.00 | 17,715.40 | 0.00 | 93,284.60 | 15.96 |
| | NET OF REVENUES & EXPENDITURES | 1,150.00 | 9,235.45 | 9,052.59 | (8,085.45) | 803.08 |
| Fund 528 | | | | | | |
| Fund 528: | | | | | | |
| | TOTAL REVENUES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | TOTAL EXPENDITURES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | NET OF REVENUES & EXPENDITURES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fund 582 - ELECTRIC FUND | | | | | | |
| Fund 582 - ELECTRIC FUND: | | | | | | |
| | TOTAL REVENUES | 3,851,182.00 | 652,607.53 | 343,293.25 | 3,198,574.47 | 16.95 |
| | TOTAL EXPENDITURES | 4,282,313.00 | 665,437.77 | 59,071.55 | 3,616,875.23 | 15.54 |
| | NET OF REVENUES & EXPENDITURES | (431,131.00) | (12,830.24) | 284,221.70 | (418,300.76) | 2.98 |
| Fund 590 - WASTEWATER FUND | | | | | | |
| Fund 590 - WASTEWATER FUND: | | | | | | |
| | TOTAL REVENUES | 936,126.00 | 181,138.15 | 114,417.69 | 754,987.85 | 19.35 |
| | TOTAL EXPENDITURES | 935,962.00 | 108,638.96 | 33,005.50 | 827,323.04 | 11.61 |
| | NET OF REVENUES & EXPENDITURES | 164.00 | 72,499.19 | 81,412.19 | (72,335.19) | 44,206.8 |
| Fund 591 - WATER FUND | | | | | | |
| Fund 591 - WATER FUND: | | | | | | |
| | TOTAL REVENUES | 598,150.00 | 109,554.22 | 55,198.72 | 488,595.78 | 18.32 |
| | TOTAL EXPENDITURES | 661,973.00 | 126,570.26 | 18,810.99 | 535,402.74 | 19.12 |
| | NET OF REVENUES & EXPENDITURES | (63,823.00) | (17,016.04) | 36,387.73 | (46,806.96) | 26.66 |
| Fund 661 - MOTOR POOL FUND | | | | | | |
| Fund 661 - MOTOR POOL FUND: | | | | | | |
| | TOTAL REVENUES | 413,793.00 | 101,990.78 | 25,130.88 | 311,802.22 | 24.65 |
| | TOTAL EXPENDITURES | 413,356.00 | 77,782.71 | 8,277.31 | 335,573.29 | 18.82 |
| | NET OF REVENUES & EXPENDITURES | 437.00 | 24,208.07 | 16,853.57 | (23,771.07) | 5,539.60 |
| Fund 662 - INTERNAL SERVICE FUND | | | | | | |
| Fund 662 - INTERNAL SERVICE FUND: | | | | | | |
| | TOTAL REVENUES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | TOTAL EXPENDITURES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | NET OF REVENUES & EXPENDITURES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

User: NIKKI
DB: Portland

PERIOD ENDING 09/30/2015

| GL NUMBER | DESCRIPTION | 2015-16 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BGD USED |
|-------------------------------------|-------------|-------------------|---------------------------------|---|------------------------------|---------------|
| | | AMENDED BUDGET | 09/30/2015 NORMAL (ABNORMAL) | MONTH 09/30/2015 INCREASE (DECREASE) | BALANCE NORMAL (ABNORMAL) | |
| Fund 812 - SPECIAL ASSESSMENT FUND | | | | | | |
| Fund 812 - SPECIAL ASSESSMENT FUND: | | | | | | |
| TOTAL REVENUES | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL EXPENDITURES | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | | | |
| TOTAL REVENUES - ALL FUNDS | | 8,987,194.00 | 1,929,492.59 | 670,035.59 | 7,057,701.41 | 21.47 |
| TOTAL EXPENDITURES - ALL FUNDS | | 10,111,536.00 | 2,505,209.36 | 432,407.42 | 7,606,326.64 | 24.78 |
| NET OF REVENUES & EXPENDITURES | | (1,124,342.00) | (575,716.77) | 237,628.17 | (548,625.23) | 51.20 |

| Portland Fire Department Monthly Alarms Report (Serving with Pride and Excellence) | | | | | | Month of August 2015 | | | |
|--|---------------------|-----------------------|--------------------------|--------------------------|-------------------------|---------------------------|--------------------|--------|--|
| Type of Call | Danby Twp Alarms | Danby Twp Manhours | Portland Twp Alarms | Portland Twp Manhours | City Portland Alarms | City Portland Manhours | Apparatus Response | | |
| | | | | | | | Truck | Amount | |
| Ambulance/Police Assits | | | | | | | Engine # 1 | 2 | |
| Dwelling | | | | | | | Engine # 7 | | |
| Vehicle Fire | | | | | | | Engine # 11 | 2 | |
| Industrial/Commercial Fire | | | | | | | Tanker # 9 | 2 | |
| Wildland/Grass Fire | | | | | | | Brush # 6 | | |
| Garage/Storage Building Fire | 1 | 12 | | | | | Brush # 8 | | |
| Barn Fire | | | | | | | Brush # 12 | | |
| Tree Down | | | | | | | Light/Air # 2 | 1 | |
| Power Line/transformer | | | | | | | Command 10 | | |
| Accidents | 1 | 18 | | | 1 | 14 | | | |
| Rescue/Extrication/Water | | | | | | | Car # 4 | 2 | |
| Smoke Alarm | | | | | 1 | 10 | Quad # 51 | | |
| Natural Gas/CO2 Leak | | | | | | | Marine # 3 | | |
| Tornado Warning | | | | | | | | | |
| Total for Month | 2 | 30 | 0 | 0 | 2 | 24 | Year | | |
| Total for Year | 9 | 190 | 9 | 200 | 27 | 492 | Engine # 1 | 18 | |
| Mutual Aid Given | Alarms | Manhours | | | Mutual Aid Received | Alarms | Engine # 7 | | |
| Grand Ledge | | | | | Grand Ledge | | Engine # 11 | 21 | |
| Westphalia | | | | | Westphalia | | Tanker # 9 | 17 | |
| Berlin/Orange | | | | | Berlin/Orange | | Brush # 6 | 8 | |
| Roxand Township | | | | | Roxand Twp. | | Brush # 8 | 6 | |
| Lyons/Muir | | | | | Lyons/Muir | | Brush #12 | 3 | |
| Pewamo | | | | | Pewamo | | Light/Air # 2 | 2 | |
| Sunfield | | | | | Sunfield | | Command 10 | 2 | |
| Delta Fire | 2 | 27 | | | Delta Fire | | Car # 4 | 21 | |
| Other | | | | | Other | | Quad # 51 | 1 | |
| Totals for Month | 2 | 27 | | | Totals for Month | | Marine # 3 | 2 | |
| Totals for Year | 6 | 267 | | | Totals for Year | 3 | Total | 101 | |
| | Alarms | Manhours | | | | | | | |
| Total for Month | 6 | 81 | | | | | | | |
| Total for Year | 54 | 1149 | | | | | | | |
| Training for August 2015 | Manhours | | Training for Year | Manhours | 463 | Reported By | | | |
| | | | | | | Nick Martin, Fire Marshal | | | |

PORTLAND FIRE DEPARTMENT RUN SHEET

DATE 8/15/2015 Run # 15-052

Owner

Address 432 Looking Glass
City Portland State MI Zip 48875 Phone #

Occupant

Address
City State Zip Phone #

Township City Section #

Times

Received 7:48 In service 7:51 On Scene 7:52 Controlled
Cleared 7:58 Back In Ser. 8:48

Total Hrs 1 Total Man Hours 10

Description of Response

Smoke investigation

Location of Response

432 Looking Glass

Units Responding

POV

Mutual Aid Received

None

Personnel Responding: (* denotes personnel on scene)

| Chief | Asst Chief | Captain | Krizov |
|---------------|--------------|---------|-----------|
| Captain | 1st Lt | 2nd Lt | |
| 1 Chapman-AMB | 2 Heinzleman | | 3 Lay |
| 4 Schafer, J | 5 VanHorn | | 6 Shaltry |
| 7 Weiler | 8 Schroeder | | 9 Gross |
| 10 | 11 | | 12 |
| 13 | 14 | | 15 |
| 16 | 17 | | 18 |
| 19 | 20 | | 21 |
| 22 | 23 | | 24 |

Reported By Martin

PORTLAND FIRE DEPARTMENT RUN SHEET

DATE 8/15/2015 Run # 15-053

Owner Ling Liu
Address 8738 Camellia Street
City Lansing State MI Zip 48917 Phone # 517-925-8848

Occupant
Address
City State Zip Phone #

Township City Section #

Times
Received 11:07 In service 11:13 On Scene 11:15 Controlled
Cleared 12:30 Back In Ser. 13:07

Total Hrs 2 Total Man Hours 14

Description of Response
Toned to a PI roll over on the highway

Location of Response I96 @ 76 MM

Units Responding Rescue 1, Brush 6, Brush 12

Mutual Aid Received None

Personnel Responding: (* denotes personnel on scene)

| Chief | Asst Chief | Captain | Krizov* |
|------------|--------------|---------|-------------------|
| Captain | 1st Lt | 2nd Lt | |
| 1 Tygesen* | 2 Heizelman* | | 3 Schafer, J*-AMB |
| 4 VanHorn* | 5 Weiler* | | 6 Schroeder* |
| 7 | 8 | | 9 |
| 10 | 11 | | 12 |
| 13 | 14 | | 15 |
| 16 | 17 | | 18 |
| 19 | 20 | | 21 |
| 22 | 23 | | 24 |

Reported By Martin



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LIQUOR CONTROL COMMISSION
ANDREW J. DELONEY
CHAIRPERSON

MIKE ZIMMER
DIRECTOR

September 9, 2015

City Clerk
Portland City
Cityclerk@portland-michigan.org

The purpose of this letter is to notify this local legislative body that the Michigan Liquor Control Commission has received an application for a license, as follows:

Request ID#: 806752

Transfer ownership and location of 2015 Class C & SDM License

Name of applicant(s): Pub House License LLC

Business address and phone: 1417 E. Grand River, Portland, MI 48875

Home address and phone number of partner(s)/subordinates:

1. Riccardo Biella: 6440 Johnson Rd, Belding, MI 48809 B-(616) 522-3000 C-(616) 318-2348

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit. Since this request is a transfer under MCL 436.1529(1), approval of the local unit of government is not required.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor.

Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

IONIA COUNTY BOARD OF COMMISSIONERS

September 22, 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 August 2015 - \$865,568.36
 - D. Approve payment of Health Fund bills - \$90,725.53
 - E.
- VIII. **Unfinished Business**
 - A. Appointments
 1. Amateur Radio Emergency Services/Radio Amateur Civil Emergency Services (ARES/RACES) Emergency Coordinator – One three-year term
 2. Commission on Aging Board – Two three-year terms
 - B.
- IX. **New Business**
 - A. Recommendation from Facilities Committee to accept bid for construction of Maintenance Building
 - B.
- 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 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.
- Green View Point Park Advisory Board – One position, which is a Member-at-Large.
- 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 2015 which serves as the Private Sector Representative.

Appointments for consideration in the month of October 2015:

- *Board of Canvassers* – Two four-year terms.
- *Construction Board of Appeals* – Six two-year terms, one of which serves as an alternate member.

Appointments for consideration in the month of November 2015: None

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION**

**NOTICE OF HEARING
FOR THE ELECTRIC AND NATURAL GAS CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-17771**

- Consumers Energy Company requests Michigan Public Service Commission approval of its Energy Optimization Plan for increased investment in and expansion of energy efficiency programs which covers the years 2016-2017 in accordance with Public Act 295 of 2008 and the November 24, 2014 Commission Order in Case No. U-17771.
- The information below describes how a person may participate in this case.

- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201, (800) 477-5050 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A public hearing will be held:

DATE/TIME: **Thursday, September 17, 2015, at 9:00 a.m.**
This hearing will be a prehearing conference to set future hearing dates and decide other procedural matters.

BEFORE: Administrative Law Judge **Mark D. Eyster**

LOCATION: Michigan Public Service Commission
7109 West Saginaw Highway
Lansing, Michigan

PARTICIPATION: Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 284-8090 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a public hearing to consider Consumers Energy Company's (Consumers Energy) July 31, 2015 application requesting Commission approval: 1) to determine that the Company's Energy Optimization (EO) Plan is reasonable and prudent, and in compliance with Public Act 295 of 2008; 2) for its requested EO Plan gas and electric surcharges; 3) for the Company's requested accounting authority, as described in its filing ; 4) of the Company's gas EO Plan spending above the statutory spending caps contained in MCL 460.1089(7) in the remaining years of its proposed gas EO Plan; and 5) of the Company's authority to roll-forward any unspent funds in 2016 into 2017.

Consumers Energy represents that its EO plan includes descriptions of the programs that the Company intends to implement to meet the energy optimization standards established by Public Act 295, as well as the estimated cost of those programs. Consumers Energy also represents that the total cost of the Company's proposed electric EO Plan over the two-year plan period (2016-2017) is approximately \$156 million and the total cost of the proposed natural gas EO Plan over 2016-2017 is approximately \$92 million. The Company is seeking recovery of EO Plan costs.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscdockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscdockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscdockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by September 10, 2015. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's Legal Department – Regulatory Group, One Energy Plaza, Jackson, Michigan 49201.

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

Requests for adjournment must be made pursuant to the Michigan Administrative Hearing System's Administrative Hearing Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

A copy of Consumers Energy's application may be reviewed on the Commission's website at: michigan.gov/mpscdockets, and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6h et seq.; 1982 PA 304, as amended, MCL 460.6j et seq.; 2008 PA 295, MCL 460.1001 et seq.; and the Michigan Administrative Hearing System's Administrative Hearing Rules, 2015 AC, R 792.10401 et seq.

**[THE MICHIGAN PUBLIC SERVICE COMMISSION MAY APPROVE,
REJECT, OR AMEND PROPOSALS MADE BY CONSUMERS ENERGY.]**