



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

7:00 P.M. Monday, October 3, 2016  
City Council Chambers  
City Hall, 259 Kent St., Portland Michigan

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:00 PM	<b>I. <u>Call to Order</u></b>	
7:01 PM	<b>II. <u>Pledge of Allegiance</u></b>	
7:02 PM	<b>III. <u>Acceptance of Agenda</u></b>	Decision
7:05 PM	<b>IV. <u>Public Comment</u> (5-minute time limit per speaker)</b>	
7:10 PM	<b>V. <u>City Manager Report</u></b>	
	<b>VI. <u>Presentations</u></b>	
7:20 PM	A. Constitution Week Proclamation	
7:23 PM	B. Brian Rice of Fleis & VandenBrink – ADM Property	
7:33 PM	C. DDA/Main Street Director Perry – Downtown Report	
	<b>VII. <u>Public Hearing(s)</u> - None</b>	
	<b>VIII. <u>Old Business</u> – None</b>	
	<b>IX. <u>New Business</u></b>	Decision
7:38 PM	A. Proposed Resolution 16-73 Approving the Purchase and Installation Of a New Roof for the Secondary Digester at the Wastewater Treatment Plant	Decision
7:40 PM	B. Proposed Resolution 16-74 Approving the Lease/Purchase of New Heart Monitors for the Ambulance Department	Decision
7:45 PM	C. Proposed Resolution 16-75 Regarding a Contract for the Purpose of Financing Cardiac Monitors/Defibrillators and Related Equipment	Decision
7:47 PM	D. Proposed Resolution 16-76 Approving Bill No. 4 to the Michigan Department of Transportation for Work Performed on the Kent Street Improvement Project	Decision
7:49 PM	E. Proposed Resolution 16-77 Approving, Authorizing and Directing the Mayor and City Clerk to Sign a License Agreement to Permit Holding a Haunted House at the Red Mill	Decision
7:52 PM	F. Proposed Resolution 16-78 Approving the Proposal from Cook Brothers Excavating, Inc. to Perform Maintenance and Repair Work To the Portland River Trail	Decision
	<b>X. <u>Consent Agenda</u>–</b>	
7:55 PM	A. Minutes & Synopsis from the Regular City Council Meeting held on September 19, 2016	Decision

<b><u>Estimated Time</u></b>		<b><u>Desired Outcome</u></b>
	<ul style="list-style-type: none"> <li><b>B.</b> Payment of Invoices in the Amount of \$282,774.20 and Payroll in the Amount of \$116,073.87 for a Total of \$398,848.07</li> <li><b>C.</b> Purchase Orders over \$5,000               <ul style="list-style-type: none"> <li>1. Cook Brothers Excavating in the Amount of \$7,514.00 for Demolition of the Hydro House</li> <li>2. Utility Service Co., Inc. in the Amount of \$19,888.02 for Quarterly Maintenance on the Water Towers</li> </ul> </li> </ul>	
	<b>XI. <u>Communications</u>–</b>	
	<ul style="list-style-type: none"> <li><b>A.</b> Utility Billing Report for August 2016</li> <li><b>B.</b> MSHDA re: 306 Brush St.</li> <li><b>C.</b> Ionia County Board of Commissioners Agenda for September 20, 2016</li> <li><b>D.</b> Ionia County Board of Commissioners Agenda for September 27, 2016</li> </ul>	
	<b>XII. <u>Other Business</u> - None</b>	
	<b>XIII. <u>City Manager Comments</u></b>	
	<b>XIV. <u>Council Comments</u></b>	
	<b>XV. <u>Adjournment</u></b>	
7:57 PM		
8:00 PM		
8:05 PM		
8:10 PM		Decision



## Constitution Week 2016

*Whereas*, September 17, 2016 marks the two hundred and twenty-ninth 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, 2016 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 19<sup>th</sup> day of September 2016.*

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

SEAL

\_\_\_\_\_  
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. 16-73**

**A RESOLUTION APPROVING THE PURCHASE AND INSTALLATION  
OF A NEW ROOF FOR THE SECONDARY DIGESTER AT THE  
WASTEWATER TREATMENT PLANT**

**WHEREAS**, the Portland Wastewater Treatment Plant (“WWTP”) operates a secondary digester that is used for storing digested sludge and said digester is in need of a new roof; and

**WHEREAS**, the WWTP Superintendent, Doug Sherman, sought bids and received a bid from Diekevers Roofing Inc. for the installation of a new roof for the secondary digester in the amount of \$8,950.00, a copy of the proposal is attached as Exhibit A;

**WHEREAS**, the WWTP Superintendent, Doug Sherman and the City Manager recommend that City Council approve the bid from Diekevers Roofing Inc. for the purchase and installation of a new roof for the secondary digester in the amount of \$8,950.00, a copy of the proposal is attached as Exhibit A;

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

1. The City Council approves the bid from Diekevers Roofing Inc. for the purchase and installation of a new roof for the secondary digester in the amount of \$8,950.00, a copy of the proposal is attached as Exhibit A;
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** October 3, 2016

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

Diekevers Roofing, Inc.  
Established in 1968

1058 Godfrey SW  
Grand Rapids, MI 49503  
Phone: 616-452-3263 or 1-800-442-1241  
Fax: 616-452-8990  
E-mail Diekeversroofing@sbcglobal.net

## PROPOSAL

Proposal submitted to: *Doug Sherman*  
Portland Waste Water Treatment Plant  
600 Morse Drive  
Portland, Mi. 48875  
P.517-526-3812  
wwtp@portland-michigan.org

Date: 07-29-2016  
Job Name: **Commercial Flat Roof**  
Job Location: On site. Inside tank.

### Roof Circular Tank :

Install 3/8 inch Duro-Last fan fold insulation mechanically fastened and staggered over complete tank roof.  
Re-roof with 40 mil Duro-Last pre-manufactured single ply membrane "white" (Energy Star Rated) system.  
Flash walls and all protrusions with 40 mil Duro-Last single ply membrane and install two way breather vents.  
Install new metal on edges of roof.  
Install all necessary components of roofing system in strict accordance of manufacturers specifications.  
Clean up and haul away all debris created by job

Job Price: \$8,950.00

*15 year Duro-Last manufacturers warranty on labor and material, NDI, total system warranty. Job is inspected by a Duro-Last representative once completed.*



We Propose hereby, to furnish material and labor in complete accordance with above specifications, for the sum of Eight Thousand Nine Hundred Fifty Dollars (\$8,950.00)

Payment to be made as follows: Net 30 upon completion.

All material is guaranteed to be as specified. All work to be complete in a workman like manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. Diekevers Roofing Inc. shall assume no responsibility for damage or loss due to any buildings inadequate configuration, lack of structural integrity, any form of mold, ice build-up, or failure of electrical devices designated to melt ice.

This proposal may be withdrawn by us if not accepted within 90 days.

**Acceptance of Proposal:** The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_

Authorized  
Signature \_\_\_\_\_

B. Frank Diekevers or Bernard Diekevers

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Exhibit

A

*Providing the highest standards in roofing for commercial & residential customers since 1968*

**Doug Sherman**

---

**From:** Diekevers Roofing <diekeversroofing@sbcglobal.net>  
**Sent:** Friday, July 29, 2016 5:23 PM  
**To:** wwtp@portland-michigan.org  
**Subject:** Roof Proposal.  
**Attachments:** proposal-Portland Water Plant.jpg

THANK YOU

Doug,

Alright both Frank and I had a chance to take a look at the water tank on Thursday. Please see attached scope of work. If you have any questions please feel free to contact me anytime. Thank you very much and have a great weekend.

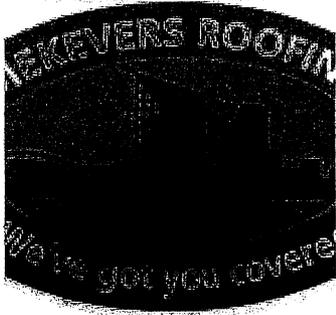
P.S. Please send response mail back so I am aware that you received this message.

Regards,

David Prusinski  
Office Manager  
Diekevers Roofing, Inc. Est. 1968  
1058 Godfrey Ave SW  
Grand Rapids, Mi. 49503  
800-442-1241 Toll Free  
616-452-3263 Local

616-452-8990 Fax

Diekevers Roofing



Diekevers Roofing

COMMERCIAL RESIDENTIAL You are one click closer to all your roofing solutions

! Diekevers Roofing, Inc. Est. 1968 1058

Godfrey Street SW Grand Rapids, Mi. ...

[View on www.diekeversroofing...](http://www.diekeversroofing...)

Preview by Yahoo



att.net Mail Stationery



**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 16-74**

**A RESOLUTION APPROVING THE LEASE/PURCHASE OF NEW HEART MONITORS FOR THE AMBULANCE DEPARTMENT**

**WHEREAS**, the Portland Ambulance Department maintains three (3) heart monitors, one in each of their ambulances, that are in need of replacement due to their age and ongoing maintenance concerns;

**WHEREAS**, the Portland Ambulance Director sought bids and recommends that City Council approve the lease/purchase of three (3) Philips HeartStart MRx ALS Monitors for \$90,011.77, a copy of the quote is attached as Exhibit A; and

**WHEREAS**, City staff has arranged to structure the purchase as a lease/purchase over 5 years at 3.32% interest, a copy of the leasing memo is attached as Exhibit B; and

**WHEREAS**, the annual lease/purchase payment of \$19,731.43 has been included in the 2016-2017 budget.

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

1. The City Council approves the lease/purchase of three (3) Philips HeartStart MRx ALS Monitors for \$90,011.77, a copy of the quote is attached as Exhibit A and subject to the general terms outlined in Exhibit B.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** October 3, 2016

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



**Quotation**

Quotation#:

08/24/2016

**Account Number: 210057-SHIP001**

**BILL-TO**

PORTLAND AMBULANCE SERVICE  
 773 E GRAND RIVER AVE  
 PORTLAND, MI 48875-1478  
 Ship Method: NO FRT  
 Payment Terms: NET 30

**SHIP-TO**

PORTLAND AMBULANCE SERVICE  
 773 E GRAND RIVER AVE  
 PORTLAND, MI 48875-1478

Contact Name  
 Phone Number

Item	UOM	Description	Qty	Price	Ext.Price	Exp.Date
M3536A1	1/EA	HeartStart MRx ALS Monitor/Defibrillator (see notes for items included)	3	\$7,781.82	\$23,345.46	09/30/2016
2740-D01	1/EA	*Option for MRx* MRx Wireless Link - Generic, WiFi and Cellular, Not Preconfigured for a	3	\$3,607.50	\$10,822.50	09/30/2016
2740-B01	1/EA	*Option for MRx* Noninvasive Transcutaneous Pacing	3	\$1,704.32	\$ 5,112.96	09/30/2016
2740-B02	1/EA	*Option for MRx* 12-lead ECG Acquisition, incl 10- wire Trunk Cable, Limb Leads, Chest Leads	3	\$2,892.91	\$ 8,678.73	09/30/2016
2740-C03	1/EA	*Option for MRx* Data Card - 256MB External Data Card	3	\$ 71.37	\$ 214.11	09/30/2016
2746-45101	1/EA	Data Messenger, HeartStart, Single PC License	3	\$ 148.28	\$ 444.84	09/30/2016
2740-C21	1/EA	*Option for MRx* Black Soft Carry Case, Pads Only	3	\$ 0.00	\$ 0.00	09/30/2016
2740-C06	1/EA	*Option for MRx* AC Power Module	3	\$ 316.17	\$ 948.51	09/30/2016
2740-C05	1/EA	*Option for MRx* Lithium Ion Battery, incl 1 Rechargeable Lithium Ion Battery w/Fuel	3	\$ 300.56	\$ 901.68	12/30/2016
2740-LP1	1/EA	*Option for MRx* Instructions for Use - Hard Copy of the User Instructions Guide	3	\$ 0.00	\$ 0.00	09/30/2016
2746-13241	1/EA	Install/Configure Data Messenger and MRX to WiFi Network	3	\$ 575.00	\$ 1,725.00	09/30/2016
2740-W22	1/EA	*Option for MRx* Two-year Bench w/Loaner Warranty - Replaces Standard One Year	3	\$ 0.00	\$ 0.00	09/30/2016
2740-A23	1/EA	*Option for MRx* SpO2, NBP and EtCO2, incl Transducer, BP Cuffs, Cable, Filter Line	3	\$7,041.97	\$21,125.91	12/30/2016
40401D	1/EA	TRADITIONAL REUSABLE NBP CUFF LARGE ADULT	4	\$ 41.63	\$ 166.52	12/30/2016
M4557A	1/EA	ANTIMICROBIAL REUSABLE NBP CUFF LARGE ADULT	4	\$ 24.44	\$ 97.76	12/30/2016

Exhibit  
A

LM1191A	1/EA	REUSABLE ADULT SPO2 SENSOR FOR HEARTSTART MRX, 8-P IN CONNECTOR	2	\$ 205.17	\$ 410.34	12/30/2016
M1949A	1/EA	10-LEAD ECG PATIENT TRUNK CABLE 12 PIN ECG INPUT C ONNECTOR 2.7 METERS	4	\$ 207.63	\$ 830.52	12/30/2016
M1968A	1/ST	5 LEAD EXTREMITIES ECG MONITOR CABLE W/ GRABBERS, 5.3 FT, FOR MP2 AND MRx	4	\$ 94.99	\$ 379.96	12/30/2016
890416	1/EA	MRX EXTENDED WARRANTY (CONTACT J Greene FOR QUOTE)	3	\$3,998.99	\$11,996.97	12/30/2016
2746-44001	1/EA	*drop ship only* Software, HeartStart Telemedicine System, Classic 12-Lead Edition	1	\$2,809.99	\$ 2,809.99	12/30/2016

**Quote Total \$90,011.77**

Comments:

**Donald R. Adams**

Boundtree | Account Manager

Phone: 810.588.3424 | Fax: 810.496.2610

donald.adams@boundtree.com |

Sales tax will be applied to customers who are not exempt.

Shipping charges will be prepaid and added to the invoice unless otherwise stated.

This quotation is valid until the quote expires or the manufacturer's price to Bound Tree Medical increases.

To place an order, please visit our website at [www.boundtree.com](http://www.boundtree.com), login and add to your shopping cart

or call (800) 533-0523

fax (800) 257-5713



**GOVERNMENT CAPITAL**  
**CORPORATION**

345 Miron Drive Southlake Texas 76092 (800) 883-1199

Thursday, September 15, 2016

Kristina Kinde  
City of Portland  
259 Kent Street  
Portland, MI 48875  
517-647-2933

via email: [kkinde@portland-michigan.org](mailto:kkinde@portland-michigan.org)

RE: Monitor/Defibrillator(s) & related equipment

Kristina,

Thank you for the opportunity to present proposed financing for the City of Portland.

ISSUER:	City of Portland	
FINANCING STRUCTURE:	Tax-Exempt Finance Agreement	
EQUIPMENT AMOUNT:	\$ 90,011.77	
PAYMENT TERM:	<u>3 Payments</u>	<u>5 Payments</u>
INTEREST RATE:	2.87 % (fixed)	<del>3.32 % (fixed)</del>
PAYMENT AMOUNT:	\$31,703.86 /Yr.	<del>\$19,731.43 /Yr.</del>
FIRST PAYMENT DUE:	One (1) month after signing/closing, annually thereafter	

The above proposal provides for all closing costs at .025 for all administrative, legal, underwriting, issuance and documentation items. All costs are incorporate in the financed amount and are reflected in the above calculated payments.

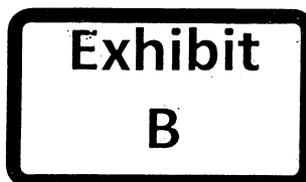
The above proposal is subject to credit analysis, mutually acceptable documentation and assumes this to be a non-bank qualified transaction. The terms outlined herein are subject to change and rates will be set ten (14) days prior to funding.

Our finance programs are extremely flexible and our goal is total customer satisfaction. If you have any questions or wish to consider other payment terms, frequencies or conditions, please contact me toll free at (800) 883-1199 x124.

With Best Regards,

*Joshua Rosser*

Joshua Rosser  
Client Services, Public Finance



*The transaction described herein is an arm's length, commercial transaction between you and Government Capital Corporation ("GCC"), in which GCC; (i) is acting solely for its own financial and other interest that may differ from yours; (ii) is not acting as your municipal advisor or financial advisor, and has no fiduciary duty to you with respect to this transaction; and (iii) is not recommending that you take an action with respect to this transaction.*

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 16-75**

**A RESOLUTION REGARDING A CONTRACT FOR THE PURPOSE OF  
FINANCING CARDIAC MONITORS/DEFIBRILLATORS & RELATED  
EQUIPMENT**

**WHEREAS**, the City of Portland desires to enter into a lease purchase agreement, subject to the terms previously referenced in Resolution 16-74 and incorporated herein, by and between Government Capitol Corporation and the City of Portland, for the purpose of financing Cardiac Monitors/Defibrillators & Related Equipment. The City of Portland desires to designate this lease purchase as a "qualified tax exempt obligation" of the City of Portland for the purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended; and

**WHEREAS**, the City of Portland desires to designate Mayor, James E. Barnes and City Clerk, Monique I. Miller, as authorized signers of the Agreement.

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

1. That the City of Portland enters into a lease purchase agreement with Government Capitol Corporation for the purpose of financing Cardiac Monitors/Defibrillators & Related Equipment, subject to the terms outlined in Exhibit A and approval of the City Manager.
2. That the lease purchase agreement, by and between the City of Portland Government Capitol Corporation is designated as a "qualified tax exempt obligation" of the City of Portland for the purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.
3. That the City of Portland designates Mayor, James E. Barnes and City Clerk, Monique I. Miller, as authorized signers of the lease purchase agreement, by and between the City of Portland and Government Capitol Corporation.
4. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**



**GOVERNMENT CAPITAL**  
**CORPORATION**

345 Miron Drive Southlake Texas 76092 (800) 883-1199

Thursday, September 15, 2016

Kristina Kinde  
City of Portland  
259 Kent Street  
Portland, MI 48875  
517-647-2933

via email: [kkinde@portland-michigan.org](mailto:kkinde@portland-michigan.org)

RE: Monitor/Defibrillator(s) & related equipment

Kristina,

Thank you for the opportunity to present proposed financing for the City of Portland.

ISSUER:	City of Portland	
FINANCING STRUCTURE:	Tax-Exempt Finance Agreement	
EQUIPMENT AMOUNT:	\$ 90,011.77	
PAYMENT TERM:	<u>3 Payments</u>	<del>5 Payments</del>
INTEREST RATE:	2.87 % (fixed)	<del>3.32 % (fixed)</del>
PAYMENT AMOUNT:	\$31,703.86 /Yr.	<del>\$19,731.43 /Yr.</del>
FIRST PAYMENT DUE:	One (1) month after signing/closing, annually thereafter	

The above proposal provides for all closing costs at .025 for all administrative, legal, underwriting, issuance and documentation items. All costs are incorporate in the financed amount and are reflected in the above calculated payments.

The above proposal is subject to credit analysis, mutually acceptable documentation and assumes this to be a non-bank qualified transaction. The terms outlined herein are subject to change and rates will be set ten (14) days prior to funding.

Our finance programs are extremely flexible and our goal is total customer satisfaction. If you have any questions or wish to consider other payment terms, frequencies or conditions, please contact me toll free at (800) 883-1199 x124.

With Best Regards,

*Joshua Rosser*

Joshua Rosser  
Client Services, Public Finance



*The transaction described herein is an arm's length, commercial transaction between you and Government Capital Corporation ("GCC"), in which GCC; (i) is acting solely for its own financial and other interest that may differ from yours; (ii) is not acting as your municipal advisor or financial advisor, and has no fiduciary duty to you with respect to this transaction; and (iii) is not recommending that you take an action with respect to this transaction.*

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 16-76**

**A RESOLUTION APPROVING BILL NO. 4 TO THE MICHIGAN DEPARTMENT OF  
TRANSPORTATION FOR WORK PERFORMED ON THE KENT STREET  
IMPROVEMENT PROJECT**

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

**WHEREAS**, through MDOT's bid letting process, the City awarded a contract in the amount of \$807,755.45 to CL Trucking & Excavating, LLC to make certain improvements to Kent Street; and

**WHEREAS**, MDOT has submitted Bill No. 4 requesting a progress payment in the amount of \$194,120.70 for work performed, a copy of Bill No. 4 is attached as Exhibit A; and

**WHEREAS**, the City Engineer on this Project has reviewed Bill No. 4 and is recommending the City Council approve payment in the amount of \$194,120.70, a copy of the engineer's letter is attached as Exhibit B.

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

1. The City Council approves the City Engineer's recommendation to approve Bill No. 4 and authorizes payment in the amount of \$194,120.70 to the Michigan Department of Transportation, a copy of the engineer's letter is attached as Exhibit B.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** October 3, 2016

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

FEDERAL ITEM      HK0575  
JOB NUMBER        126247A  
AGREEMENT NO.    155478  
NAME / ADDRESS    010111  
RECEIPT CODE      899-14-00  
                            899-92-203

Bill NUMBER        4

LOCALITY           CITY OF PORTLAND 15-2510

DESCRIPTION       CITY OF PORTLAND, PART A: HOT MIX ASPHALT COLD MILLING AN  
RESURFACING WORK ALONG KENT ST FROM THE SOUTH LIMITS OF  
THE CITY OF PORTLAND NORTHEASTERLY TO ACADEMY ST  
PART B: WATERMAIN AND SANITARY SEWER WORK IN THE LIMITS AS  
DESCRIBED IN PART A

CONTRACT AWARD	807,755.45
OTHER COST	500.00
TOTAL ESTIMATED PROJECT COST	808,255.45

ESTIMATED FEDERAL PARTICIPATION	375,000.00
ESTIMATED STATE PARTICIPATION	0.00
ESTIMATED LOCAL PARTICIPATION	433,255.45

ADVANCE BY LOCAL	0.00
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ESTIMATED BILLABLE TO LOCAL	433,255.45
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LOCAL CONTRACT COST TO DATE	379,206.63
LOCAL OTHER COST TO DATE	27.07
TOTAL LOCAL COST TO DATE	379,233.70

PREVIOUS BILLED	185,113.00
BALANCE OF ADVANCE BY LOCAL	0.00

LOCAL CURRENT MONTH CONTRACTOR COSTS	194,120.70
LOCAL CURRENT MONTH OTHER COSTS	0.00
TOTAL LOCAL BILL AMOUNT	194,120.70



MICHIGAN DEPARTMENT OF TRANSPORTATION  
Financial Operations  
LOCAL PROGRESS BILLINGS  
**INVOICE**

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

<b>Invoice Number:</b>	<b>591-8053415</b>
Customer Id:	70111
Invoice Date:	September 15, 2016
<b>Total Due:</b>	<b>\$194,120.70</b>

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

MDOT Fed Id: 38-6000134 LOCAL PROGRESS BILLINGS  
(517) 373-0416

PO Number  
126247A

Invoice Item	Qty	Unit Cost	Sales Tax	Total Cost
JOB NO: 126247A ITEM NO: HK0575	1.00	\$194,120.70	\$0.00	\$194,120.70

PAYMENT DUE AS SPECIFIED IN THE SIGNED AGREEMENT

Total Invoice: **\$194,120.70**  
Payment Due: October 15, 2016

REMIT PAYMENT TO: **STATE OF MICHIGAN**  
TO ENSURE PROPER CREDIT, SEND THIS PORTION WITH PAYMENT TO:  
ATTENTION: FINANCE CASHIER  
PO BOX 30648

LANSING, MI 48909

(Please note or make any address corrections below.)

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

**INVOICE NUMBER**  
**591-8053415**  
FIN AP

PO Number  
126247A

Total Due: **\$194,120.70**



# FLEIS & VANDENBRINK

DESIGN. BUILD. OPERATE.

September 26, 2016

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

**Project: Kent Street Improvements – MDOT Local Agency Project No. 126247A**

Dear Mr. Gorman:

Attached is a copy of MDOT's Description Report from MDOT. The invoice includes \$16,041.95 related to sanitary sewer work, \$13,028.76 related to water main work and \$165,049.99 in general/road construction.

Based on our knowledge of the work completed on the project, and the methods used by MDOT to calculate the bill amount, we recommend that the City pay MDOT's Bill #4 in the amount of \$194,120.70.

If there are any questions, please call.

Sincerely,

FLEIS & VANDENBRINK

Jonathan W. Moxey, P.E.  
Project Manager

**Exhibit**

**B**

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 16-77**

**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 19, 2016, 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, Neil Brown 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:** October 3, 2016

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



September 19, 2016

To: City Council / City Manager  
From: Portland Parks & Recreation Board  
Re: Recommendation for use of the Red Mill

Dear Council,

The Parks & Recreation Board held their monthly meeting on Monday, September 19, 2016 at 5:30pm in the Executive Conference Room at City Hall.

The Parks & Recreation Director was contacted by Noreen Logel from the Friends of the Red Mill requesting use of the Red Mill to host a haunted house. The haunted house would operate Friday and Saturday, October 21, 22, 28 & 29 and would be a fundraiser for the Red Mill Pavilion project. After discussing the request at the Parks & Rec Board meeting a motion was made by Chad Williams to recommend to City Council to approve the use of the Red Mill for a haunted house contingent on the Friends of the Red Mill naming the City of Portland on their liability insurance. The motion was supported by Denny Cunningham; motion carried.

Attached are the Parks & Recreation Board minutes from September 19, 2016 and the email from Noreen Logel requesting the use of the Red Mill.

If you have any questions please feel free to contact me.

Respectfully,

Neil Brown  
Parks, Recreation, & Cemetery Director  
(517) 647-7985  
nbrown@portland-michigan.org

**Exhibit**

**A**

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

September 19, 2016

Minutes from the Parks and Recreation Board meeting held on Monday, September 19, 2016 at 5:30 pm in the Executive Conference Room at City Hall.

Members Present: Greg Foote, Denny Cunningham, Chad Williams,  
Members Absent: Walt Cross, Pat Weller  
Guests: Patt Fitzsimmons

Old Business:

1. Minutes from the August 16, 2016 Parks and Rec Board meeting approved as written. Motion by Cunningham supported by Williams
2. Dog Park – The board was provided with a fund balance sheet for the fund raising efforts by the Friends of the Dog Park.
3. Two Rivers Park Acquisition – The most recent submission to the DNR was a project agreement. We are awaiting confirmation from the DNR grant coordinator that the agreement has been reviewed at that we can move forward with the next step in the acquisition.
4. Brush St. Park equipment donation – A meeting has been set with the equipment installer to discuss the layout and timetable for excavation and installation.

New Business:

1. Haunting of the Red Mill – Noreen Logel from Friends of the Red Mill is requesting access to the Red Mill to hold a haunted house as a fundraiser for the Friends of the Red Mill. The haunted house will run October 21, 22, 28, & 29 from 7:00-9:00pm each night. Admission to the haunted house will be \$5. Refreshments will be available for a donation. After discussion a motion was made by Williams to recommend to City Council to approve the haunted house at the Red Mill on the requested dates as long as the Friends of the Red Mill name the City on their liability insurance. Motion to recommend supported by Cunningham.
2. Recreation update- Kindergarten-3<sup>rd</sup> grade soccer and 2<sup>nd</sup>-3<sup>rd</sup> grade flag football leagues have began their game schedule. Schedules provided to the board.
3. Budget reports provided to the Board for review.

The meeting was adjourned at 6:00

Respectfully,

Greg Foote  
Secretary

## LICENSE AGREEMENT

THIS AGREEMENT is made as of the \_\_\_\_ day of \_\_\_\_\_, 2016, 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 21<sup>st</sup>, 22<sup>nd</sup>, 28<sup>th</sup> and 29<sup>th</sup> of October 2016.
- 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 the 21<sup>st</sup>, 22<sup>nd</sup>, 28<sup>th</sup> and 29<sup>th</sup> of October 2016 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

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 16-78**

**A RESOLUTION APPROVING THE PROPOSAL FROM COOK BROTHERS  
EXCAVATING INC. TO PERFORM MAINTENANCE AND REPAIR WORK TO  
THE PORTLAND RIVER TRAIL**

**WHEREAS**, the Portland River Trail System is a 10-foot wide ADA accessible asphalt trail that bisects the City and is revered as one of Portland's flagship accomplishments; and

**WHEREAS**, due to the passage of time and normal wear and tear, there are sections of the River Trail that are in need of repairs; specifically, a large section behind the Bogue Flats Recreation Area and a section next to the Divine Highway Bridge; and

**WHEREAS**, the Parks Director, Neil Brown, sought bids and received a proposal from Cook Brothers Excavating Inc. to perform the work in the amount of \$34,448.00, a copy of the proposal is attached as Exhibit A; and

**WHEREAS**, the City Manager and the Parks Director recommend that City Council approve the proposal from Cook Brothers Excavating Inc. to perform maintenance and repair work to the river trail in the amount of \$34,448.00, a copy of the proposal is attached as Exhibit A.

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

1. The City Council approves the proposal from Cook Brothers Excavating Inc. to perform maintenance and repair work to the river trail in the amount of \$34,448.00, a copy of the proposal is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** October 3, 2016

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

COOK BROTHERS EXCAVATING INC.  
7974 LYONS RD, PORTLAND, MI 48875  
PH. 517 647 6255 - FAX 517 647 7270

May 16, 2016

City of Portland  
259 Kent St.  
Portland, MI. 48875

Attn: Neil

**RE: Walking Trail Repairs**

**Description**

Divine Hwy Bridge at Lookingglass River, remove and replace 161 lin. ft. of asphalt trail in areas damaged by tree roots.

- Saw cuts as needed 80.00
- Excavate and remove damaged areas and tree roots 2256.00
- Gravel replacement as needed 485.00
- 2 1/2" 13A asphalt mix 3470.00

**Total** **\$6291.00**

Bogue Flats , remove and replace 629 lin. ft. of asphalt trail in areas damaged by tree roots.

- Saw cuts as needed 400.00
- Excavate and remove damaged areas and tree roots 10878.00
- Gravel replacement as needed 1887.00
- 2 1/2" 13A asphalt mix 13540.00

**Total** **\$26705.00**

Bogue Flats , place 104 lin. ft. of overlay asphalt in settled rough area

- 1 1/2" 13A asphalt mix 1452.00

**Total** **\$1452.00**

**Total All Areas** **\$34448.00**

If you have any questions please call.

Sincerely,

Keith W Cook



# City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, September 19, 2016

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Baldyga, and Johnston; City Manager Gorman; City Clerk Miller; Police Chief Kirk; DDA/Main Street Director Perry

Guests: Will Heath, Superintendent of Portland Public Schools; Kathy Parsons; Michelle VanGeel

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

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

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Under Public Comment, Superintendent Heath stated there have been many administrative changes in the school system and that it has been a great start to the new school year. He further presented information on the Non-Homestead Operating Millage Renewal Election that will be on the ballot for the General Election on Tuesday, November 8, 2016. This is a renewal of 18 mills which represents approximately 6% of the school's budget.

Under City Manager Report, City Manager Gorman commented that he attended the MML Conference last week at Mackinac Island along with Mayor Barnes and Council Member Johnston. The conference was very beneficial as there was a lot of great information shared.

In a ceremony on Saturday, September 10, 2016 the Friends of the Red Mill officially turned over the keys to the Red Mill Pavilion to the City. This was a very successful public-private partnership. Many thanks are owed to the Leik's, Noreen Logel, the many volunteers and donors. This will be a great addition to the community.

Fleis & VandenBrink are still conducting their environmental study of the property owned by ADM Alliance Nutrition. There were some soil levels that did exceed DEQ standards so City Manager Gorman stated that he authorized further testing that falls within his monetary threshold. Information that was gathered indicates the possibility of a second tank on the property. At this time the tank has not been located, it may have already been removed. The full report should be completed soon.

City Manager Gorman reported that he and Wastewater Superintendent Sherman met with engineers from Fleis & VandenBrink in regard to the heating issues on the grit and sludge buildings at the Wastewater Treatment Plant. Fleis & VandenBrink will be proposing solutions to the issue.

Engineers for the City of Portland are cautiously optimistic the City will be awarded the Stormwater, Asset Management, and Wastewater (SAW) Grant around this time next year. This City could receive up to \$790,000 (with a 10% required match) to develop an asset management plan.

Under New Business, the City Council considered Resolution 16-69 to approve the high bid of \$10,565.00 for the tax reverted property at 628 Canal St. A second Notice of Intent will be published to sell the property, and the necessary contract and resolution will be placed on file with the City Clerk for at least 10 days before the City Council will approve the final sale.

Mayor Pro-Tem VanSlambrouck noted that the City has worked a long time to get this property back on the tax roll. The sale of this property is very good.

Motion by VanSlambrouck, supported by Baldyga, to approve Resolution 16-69 approving a bid for sale of the tax reverted property at 628 Canal St.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 16-70 to approve Bill No. 3 in the amount of \$60,413.63 to MDOT for work performed on the Kent Street Improvement Project. The City Engineer on the project has reviewed the bill and is recommending its payment.

Motion by Baldyga, supported by Johnston, to approve Resolution 16-70 approving Bill No. 3 to the Michigan Department of Transportation (MDOT) for work performed on the Kent Street Improvement Project.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 16-71 to approve an energy purchase through Michigan Public Power Agency to meet a portion of the future load requirements for the 2020 calendar year not to exceed the amount of \$78,840.00. This recommendation will be an action item for the Board of Light & Power at its regular meeting on Tuesday, September 20, 2016 and is contingent upon their approval.

Motion by Baldyga, supported by VanSlambrouck, to approve Resolution 16-71 approving an energy purchase through the Michigan Public Power Agency contingent upon the approval of the Board of Light & Power.

Yeas: Baldyga, VanSlambrouck, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 16-72 to approve the purchase and installation of a three-rail fence for the Kent Street Improvement Project. The design of the project required installation of substantial retaining walls along Kent Street. The retaining wall height in many areas exceeds the Code and requires installation of a fence for safety reasons. CL Trucking & Excavating, LLC, the contractor on the project, has provided a quote for the installation of the fence in the amount of \$21,920.00. The Kent Street Improvement Project is anticipated to be under budget when including this proposed expenditure. City Manager Gorman and City Engineers recommend that Council approve this expenditure.

City Manager Gorman added that the goal is to try and aesthetically match other fences that are located in the downtown that will also be durable, safe and long-lasting.

Council Member Johnston asked what the residents think.

City Manager Gorman stated the residents are pleased with the idea.

There was further discussion.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 16-72 approving the purchase and installation of a three-rail fence for a section of the Kent Street Improvement Project.

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

Motion by VanSlambrouck, supported by Baldyga, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on September 6, 2016, payment of invoices in the amount of \$214,948.85 and payroll in the amount of \$145,255.27 for a total of \$360,204.12. Purchase orders to the United States Geological Survey in the amount of \$7,850.00 for shared operation of the Streamgaging station at the Portland Hydroelectric Dam as required by the Federal Energy Regulatory Commission, the Portland Area Fire Authority in the amount of \$27,494.48 for 2<sup>nd</sup> Quarter fire services, and Fleis & VandenBrink in the amount of \$39,102.51 for Kent Street construction engineering services were also included.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman noted that the VFW Post 4090 dedicated their new sign on Monday, September 12, 2016. He expressed his appreciation for their efforts and involvement with the community.

The ceremony marking the 15<sup>th</sup> Anniversary of the 9/11 World Trade Center Disaster held on Sunday, September 11, 2016 at Two Rivers Park was very nice.

City Manager Gorman stated that he and Kathy Parsons have begun looking over the Portland Area Municipal Authority agreement. They will work with the townships to see if improvements can be made to the agreement.

Mike Hyland met with representatives of ACD.net last week in regard to their application to install six cellular poles in the City of Portland. The project is still being evaluated. The proposed cellular poles would enhance the service of Verizon Wireless customers.

City Manager Gorman thanked City staff, in particular the Ambulance Department and Police Department, for their commitment to the community and its residents. Their efforts to assist with the homecoming parades and area football games is appreciated.

Under Council Comments, Mayor Barnes noted that services were held this weekend to dedicate both the Congregational and Baptist Churches after they were damaged by the tornado on June 22, 2015. It seems that all of the insurance claims and rebuilding is coming to an end after destruction caused by the tornado.

Council Member Baldyga commented that he was at the Farmers Market this weekend, which was held inside the new pavilion for the first time. This has been such a great project to benefit the community.

Mayor Pro-Tem VanSlambrouck commented that the American Legion will be installing a flag pole at the Red Mill Pavilion and holding the first flag raising on Saturday, October 1, 2016.

Mayor Barnes noted that the DDA made the final payment on the City Hall building this month. This is a noteworthy accomplishment. The DDA will now be considering what future projects should be undertaken.

Mayor Barnes further noted that the MML Conference this past week was very interesting and provided meaningful information and networking opportunities.

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

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Meeting adjourned at 7:38 P.M.

Respectfully submitted,

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James E. Barnes, Mayor

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Monique I. Miller, City Clerk

**City of Portland**  
**Synopsis of the Minutes of the September 20, 2016 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, Baldyga, and Johnston; City Manager Gorman; City Clerk Miller; Police Chief Kirk; DDA/Main Street Director Perry

**Public Comment** – Portland Public Schools Superintendent Heath presented information on the Non-Homestead Operating Millage Renewal Election that will be on the ballot for the General Election on Tuesday, November 8, 2016.

**Approval of Resolution 16-69** approving a bid for sale of the tax reverted property at 628 Canal St.

All in favor. Adopted.

**Approval of Resolution 16-70** approving Bill No. 3 to the Michigan Department of Transportation (MDOT) for work performed on the Kent Street Improvement Project.

All in favor. Adopted.

**Approval of Resolution 16-71** approving an energy purchase through the Michigan Public Power Agency contingent upon the approval of the Board of Light & Power.

All in favor. Adopted.

**Approval of Resolution 16-72** approving the purchase and installation of a three-rail fence for a section of the Kent Street Improvement Project.

All in favor. Adopted.

**Approval of the Consent Agenda.**

All in favor. Adopted.

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

All in favor. Adopted.

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

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
HUNTINGTON NATIONAL BANK	00193	VACTOR LEASE PAYMENT - MTR POOL	18,412.21
AT&T	00686	TELEPHONE SERVICES - WASTE WTR	103.43
AT&T	00686	TELEPHONE SVC - WASTE WTR	31.46
AT&T	00686	TELEPHONE SVC - VARIOUS DEPTS	1,328.46
WOW! INTERNET-CABLE PHONE	02132	CABLE INTERNET SERVICES - CITY HALL, ELEC, WW	123.91
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	170.00
CMP DISTRIBUTORS INC.	01745	BACK UP PISTOL - POLICE	378.22
CMP DISTRIBUTORS INC.	01745	ARMOR EXPRESS ALTERATION FEE - POLICE	60.00
COOK BROS EXCAVATING	00101	DEMOLITION HYDRO HOUSE & PERMIT - ELECTRIC	7,514.00
FAMILY FARM & HOME	01972	TOTES - AMBULANCE	20.97
TIMOTHY FANDEL	02421	PAK-IT/VEHICLE WASH & SHINE - POLICE	67.41
S. TUTT GORMAN	02311	CELL PHONE REIMB - CITY MANAGER	60.00
GREAT LAKES COATINGS	00178	CRACK SEALER, ROPER PUMP PACKING, RED U SHAPE	2,406.85
HIGHWAY PRODUCTS, INC	02422	PICKUP PACK AND CAB GUARD FOR TRUCK - WATER	6,393.35
INDEPENDENT BANK	00197	BOND & REDEMPTION - ELECTRIC	9,000.00
KENDALL ELECTRIC	00225	PULLING LUBE - ELECTRIC	81.48
KENDALL ELECTRIC	00225	PULLING LUBE - ELECTRIC	81.48
KEUSCH SUPER SERVICE	00228	REPLACE BATTERIES - ELECTRIC	262.90
DAVID KIRK	02402	CELL PHONE REIMB - POLICE	60.00
MICHIGAN CRITICAL POWER	02414	LOAD BANK TEST - WASTE WATER	400.00
RESCO	00392	ELBOW JACKET SEAL, CONNECTOR - ELECTRIC	708.50
R.E. RISK & ASSOC.	01315	SERVICE FEE - INCOME TAX	97.56
SPRINT	00859	PHONE & DATE SERVICE - POLICE	117.21
STEVE'S METER SERVICE	00442	METERS - ELECTRIC	1,340.00
UPS	MISC	POSTAGE - WATER	8.63
UIS SCADA	00462	ACE 3600 POWER SUPPLY BOARDS - WATER	787.34
UIS SCADA	00462	INSTALL SPARE MOTOROLA RTU'S - WATER	3,925.00
VERIZON WIRELESS	00470	TELEPHONE SVC-ELEC, WW, WTR, M POOL	184.51
CLAUD HUHN	MISC	MPPA ENERGY SMART RESIDENTIAL PROGRAM - ELECTR	163.87

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
LIZ SEAL	MISC	MPPA ENERGY SMART RESIDENTIAL PROGRAM - ELECTR	165.00
CHRIS DAVIS	MISC	MPPA ENERGY SMART RESIDENTIAL PROGRAM- ELECTRI	25.00
WOW! INTERNET-CABLE PHONE	02132	CABLE INTERNET - ELECTRIC	45.00
DORNBOS, SIGN & SAFETY, INC.	00067	CROSSPIECE BRACKET - MAJ STS	371.00
DORNBOS, SIGN & SAFETY, INC.	00067	STREET NAME SIGNS - MAJ STS	1,035.90
DORNBOS, SIGN & SAFETY, INC.	00067	ROUND CITY SEAL - MTR POOL	114.00
FAMILY FARM & HOME	01972	WORK BOOTS - AMBULANCE	41.99
GROSS MACHINE SHOP	00180	STEEL & LABOR LEAF MACHINE - MTR POOL	114.00
INTERSTATE BILLING SVC	00202	SUPPLIES - MTR POOL	235.38
INTERSTATE BILLING SVC	00202	LIGHT BAR - MTR POOL	452.95
PLEUNE SERVICE COMPANY INC.	00741	SERVICE HVAC - ELECTRIC	285.00
KENDALL ELECTRIC	00225	PULLING LUBE - ELECTRIC	81.48
NORTH GRAND RIVER COOP, INC.	00335	LINENS - AMBULANCE	454.10
PEARSON EDUCATION INC.	02225	BOOKS FOR EMS CLASS 2016 - AMBULANCE	870.44
PEARSON EDUCATION INC.	02225	SUPPLIES - AMBULANCE	338.80
CHROUCH COMMUNICATION, INC.	00082	RADIO REPAIR - AMBULANCE	90.00
CHROUCH COMMUNICATION, INC.	00082	RADIO REPAIR - AMBULANCE	47.50
JOHN DEERE FINANCIAL	01818	SUPPLIES, PARTS - CEM, PARKS, MTR POOL	845.40
S. TUTT GORMAN	02311	MILEAGE & MEAL REIMB - CITY MANAGER	355.64
KATHY'S CLEANING	01684	CLEANING SERVICES - CITY HALL	900.00
MRE SERVICES, INC.	00318	COMPUTER SERVICES - GEN, POLICE	1,105.35
CHROUCH COMMUNICATION, INC.	00082	RADIO INSTALLED NEW AMBULANCE - AMBULANCE	726.60
MICHIGAN SECTION, A.W.W.A.	00298	REGISTRATIONS FALL MEETING - WATER	220.00
MWEA OFFICE	01347	REGISTRATIONS - WATER	260.00
MICHIGAN ELECTION RESOURCES	00278	I VOTED STICKERS - ELECTIONS	20.75
LITE'S PLUS	00243	LAMPS/KITS - COMM PROMO	337.65
KENDALL ELECTRIC	00225	PULLING LUBE - ELECTRIC	244.44
RESCO	00392	TRANS LOCK SEALS - ELECTRIC	170.00
PURITY CYLINDER GASES, INC.	00380	OXYGEN - AMBULANCE	60.70

Date: 09/27/16

CITY OF PORTLAND INVOICE REGISTER

Page: 3

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
UTILITY SERVICE CO. INC.	02133	QUARTERLY MAINT ON SOUTH TANK WATER TOWER - WA	11,030.55
UTILITY SERVICE CO. INC.	02133	QUARTERLY MAINT ON HILL ST WATER TOWER - WATER	8,857.47
SPEEDWAY LLC	02395	FUEL - ELECTRIC, MTR POOL	3,633.88
CHERRY HILL ESTATES	02081	FOURTH QUARTER ASSOCIATION FEE - ECON DEV	60.06
HASSELBRING-CLARK	02073	CITY HALL COPY MACHINE MAINT- GENERAL	100.59
STATE OF MICHIGAN	00428	KENT STREET PROGRESS BILL #4 - MAJ STS, WATER,	194,120.70
MENARDS	00260	TARP, STRAPS, GUTTER & DOWN SPOUTS - MTR POOL	92.94
KEN GENSTERBLUM	00163	CLOTHING ALLOWANCE - MTR POOL	200.00
JIM BARNES	01115	MILEAGE & MEAL REIMB - COUNCIL	375.19
Total:			\$282,774.20

**BI-WEEKLY  
WAGE REPORT  
September 26, 2016**

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.	8,941.92	59,805.71	2,101.41	19,332.17	11,043.33	79,137.88
ASSESSOR	1,241.17	6,964.18	95.69	536.93	1,336.86	7,501.11
CEMETERY	3,145.38	24,685.89	288.11	7,999.23	3,433.49	32,685.12
POLICE	14,582.71	105,897.08	3,136.93	27,194.48	17,719.64	133,091.56
CODE ENFORCEMENT	2,413.07	6,051.51	184.59	2,252.79	2,597.66	8,304.30
PARKS	3,167.64	30,677.28	290.55	6,457.48	3,458.19	37,134.76
INCOME TAX	1,763.36	12,830.82	511.27	8,388.44	2,274.63	21,219.26
MAJOR STREETS	2,518.77	20,224.32	613.40	14,346.35	3,132.17	34,570.67
LOCAL STREETS	1,731.08	20,110.56	438.07	9,235.66	2,169.15	29,346.22
RECREATION	760.78	5,520.54	106.80	2,780.68	867.58	8,301.22
AMBULANCE	18,294.39	84,161.29	1,939.77	17,994.00	20,234.16	102,155.29
DDA	1,584.80	11,000.80	2,170.39	6,519.76	3,755.19	17,520.56
ELECTRIC	18,632.12	120,375.05	3,303.66	59,955.96	21,935.78	180,331.01
WASTEWATER	9,955.40	67,678.97	2,487.94	39,354.77	12,443.34	107,033.74
WATER	5,243.28	32,770.11	1,421.29	14,054.30	6,664.57	46,824.41
MOTOR POOL	2,360.71	14,733.64	647.42	8,721.21	3,008.13	23,454.85
<b>TOTALS:</b>	<b>96,336.58</b>	<b>623,487.75</b>	<b>19,737.29</b>	<b>245,124.21</b>	<b>116,073.87</b>	<b>868,611.96</b>

BI-WEEKLY CASH BALANCE ANALYSIS  
AS OF 9/28/16  
MEETING DATE 10/3/16

Fund	Description	Beginning Balance 9/15/16	Total Cash in	Total Cash out	Cash Balance 9/28/16	Time Certificates	Ending Balance 9/28/16
101	GENERAL FUND	1,639,095.44	260,143.36	(214,945.39)	1,684,293.41	235,000.00	1,919,293.41
105	INCOME TAX FUND	46,780.83	332,274.63	(334,650.48)	44,404.98	10,000.00	54,404.98
150	CEMETERY PERPETUAL CARE FUND	36,117.20	-	-	36,117.20		36,117.20
202	MAJOR STREETS FUND	72,525.78	223,063.60	(64,174.82)	231,414.56		231,414.56
203	LOCAL STREETS FUND	114,838.12	13,944.50	(5,493.97)	123,288.65		123,288.65
208	RECREATION FUND	8,948.31	1,353.50	(2,763.85)	7,537.96		7,537.96
210	AMBULANCE FUND	143,573.95	32,204.44	(45,722.84)	130,055.55		130,055.55
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	2,489.46	147,050.40	(7,510.38)	142,029.48		142,029.48
404	CAPITAL IMPROVEMENT-RED MILL PAVILION	3,362.25	-	-	3,362.25		3,362.25
405	WELLHEAD IMPROVEMENT FUND	-	-	-	-		-
406	CAPITAL IMPROVEMENT FUND-STREET PROJECT	-	-	-	-		-
520	REFUSE SERVICE FUND	23,098.70	6,995.79	(9,873.98)	20,220.51		20,220.51
582	ELECTRIC FUND	155,198.95	273,359.65	(253,839.48)	174,719.12	530,000.00	704,719.12
590	WASTEWATER FUND	(27,671.28)	171,035.56	(71,840.11)	71,524.17		71,524.17
591	WATER FUND	106,526.51	46,464.70	(128,972.11)	24,019.10	420,000.00	444,019.10
661	MOTOR POOL FUND	72,464.25	4,730.02	(26,217.29)	50,976.98		50,976.98
703	CURRENT TAX FUND	6,680.01	1,139,669.13	(7,697.51)	1,138,651.63		1,138,651.63
TOTAL - ALL FUNDS		2,404,028.48	2,652,289.28	(1,173,702.21)	3,882,615.55	1,195,000.00	5,077,615.55
					ELECTRIC-RESTRICTED CASH	339,418.00	339,418.00
					CUSTOMER DEPOSIT CD	170,000.00	170,000.00 *
					PERPETUAL CARE CD	130,000.00	130,000.00
					INCOME TAX SAVINGS	149,848.29	149,848.29
					ELECTRIC-PRIN & INT ESCROW	137,417.86	137,417.86
					WASTEWATER DEBT ESCROW	235,706.71	235,706.71
					WASTEWATER REPAIR ESCROW	60,139.54	60,139.54
					DDA-PRIN & INT ESCROW	500.00	500.00
							<u>6,300,645.95</u>

\*Customer Deposit Breakdown

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

User: KRISTINA

PERIOD ENDING 09/30/2016

DB: Portland

GL NUMBER	DESCRIPTION	2016-17	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
		AMENDED BUDGET	09/30/2016 NORMAL (ABNORMAL)	MONTH 09/30/2016 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
<b>Fund 101 - GENERAL FUND</b>						
<b>Revenues</b>						
101-000-402.000	REAL PROPERTY TAXES	1,005,336.00	368,112.92	149,052.22	637,223.08	36.62
101-000-428.000	PILOT-GOLDEN BRIDGE MANOR	1,200.00	1,625.18	0.00	(425.18)	135.43
101-000-445.000	PENALTY & INTEREST	4,500.00	0.00	0.00	4,500.00	0.00
101-000-445.022	1994A SPEC ASSESS - INTEREST	0.00	16.45	16.45	(16.45)	100.00
101-000-447.000	TAX COLLECTION FEES	43,000.00	15,356.39	8,837.58	27,643.61	35.71
101-000-448.000	SPECIAL ASSESSMENT FEES	0.00	26.36	19.42	(26.36)	100.00
101-000-451.000	BUSINESS PERMITS	200.00	0.00	0.00	200.00	0.00
101-000-453.000	CABLE TV FEES	30,000.00	7,561.46	0.00	22,438.54	25.20
101-000-455.000	TRAILER FEES	1,500.00	99.00	33.00	1,401.00	6.60
101-000-476.000	NON-BUSINESS PERMITS	0.00	1,066.00	1,484.00	(1,066.00)	100.00
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	3,100.00	3,153.70	3,153.70	(53.70)	101.73
101-000-573.000	LOCAL COMM. STABILIZATION SHARE APPROP	0.00	15,855.80	0.00	(15,855.80)	100.00
101-000-575.000	REVENUE SHARING-CONST SALES	307,996.00	51,331.00	0.00	256,665.00	16.67
101-000-576.000	REVENUE SHARING-STAT SALES	106,226.00	17,711.00	0.00	88,515.00	16.67
101-000-620.000	PBT TESTING FEES	5,000.00	1,571.00	254.00	3,429.00	31.42
101-000-623.000	TRANSCRIPT FEES	1,000.00	200.63	45.28	799.37	20.06
101-000-624.000	MISCELLANEOUS FEES	200.00	23.06	0.00	176.94	11.53
101-000-628.000	ADMINISTRATIVE CHARGES	318,857.00	79,761.00	26,587.00	239,096.00	25.01
101-000-630.000	CEMETERY LOT SALES	3,500.00	(162.50)	0.00	3,662.50	(4.64)
101-000-633.000	CEMETERY CARE FEES	4,000.00	2,096.80	688.80	1,903.20	52.42
101-000-634.000	GRAVE OPENING FEES	10,000.00	1,280.00	575.00	8,720.00	12.80
101-000-656.000	DISTRICT COURT FINES	10,000.00	2,470.48	977.06	7,529.52	24.70
101-000-661.000	PARKING FINES	2,400.00	80.00	20.00	2,320.00	3.33
101-000-662.000	DRUG FORFEITURE MONEY	1,000.00	273.00	0.00	727.00	27.30
101-000-663.000	MISCELLANEOUS FINES	1,500.00	755.00	275.00	745.00	50.33
101-000-665.000	INTEREST INCOME	100.00	0.00	0.00	100.00	0.00
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	200.00	0.00	0.00	200.00	0.00
101-000-667.000	RENTAL INCOME	1,000.00	330.00	0.00	670.00	33.00
101-000-676.006	DONATION - PARKS	1,500.00	0.00	0.00	1,500.00	0.00
101-000-677.000	MOWING/STUMP/SNOW REMOVAL	750.00	0.00	0.00	750.00	0.00
101-000-678.005	REIMBURSEMENTS-INSURANCE AND WC	6,500.00	0.00	0.00	6,500.00	0.00
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	10,000.00	11,340.04	7,182.97	(1,340.04)	113.40
101-000-678.007	REIMBURSEMENTS-PAMA	1,250.00	1,520.40	0.00	(270.40)	121.63
101-000-683.022	1994A SPEC ASSESS - PRINCIPAL	0.00	200.03	200.03	(200.03)	100.00
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
<b>TOTAL Revenues</b>		<b>1,996,525.00</b>	<b>583,654.20</b>	<b>199,401.51</b>	<b>1,412,870.80</b>	<b>29.23</b>

<b>Expenditures</b>						
100	COUNCIL	131,237.00	32,618.21	31,351.81	98,618.79	24.85
101	COMMUNITY PROMOTIONS	274,344.00	74,565.90	4,167.72	199,778.10	27.18
172	CITY MANAGER	136,529.00	24,625.01	9,632.19	111,903.99	18.04
191	ELECTIONS	9,756.00	1,924.52	20.75	7,831.48	19.73
201	GENERAL ADMINISTRATION	313,211.00	89,134.11	14,371.35	224,076.89	28.46
209	ASSESSING	42,243.00	7,918.80	2,293.01	34,324.20	18.75
265	CITY HALL	68,340.00	11,654.52	3,052.05	56,685.48	17.05
276	CEMETERY	134,000.00	34,116.20	10,522.15	99,883.80	25.46
301	POLICE	688,062.00	141,872.60	46,622.67	546,189.40	20.62
371	CODE ENFORCEMENT	45,374.00	7,446.29	3,877.14	37,927.71	16.41
728	ECONOMIC DEVELOPMENT	6,460.00	2,090.28	42.17	4,369.72	32.36
751	PARKS	146,969.00	41,461.09	10,264.17	105,507.91	28.21

User: KRISTINA

DB: Portland

PERIOD ENDING 09/30/2016

GL NUMBER	DESCRIPTION	2016-17	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDY USED
		AMENDED BUDGET	09/30/2016 NORMAL (ABNORMAL)	MONTH 09/30/2016 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
TOTAL Expenditures		1,996,525.00	469,427.53	136,217.18	1,527,097.47	23.51
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		1,996,525.00	583,654.20	199,401.51	1,412,870.80	29.23
TOTAL EXPENDITURES		1,996,525.00	469,427.53	136,217.18	1,527,097.47	23.51
NET OF REVENUES & EXPENDITURES		0.00	114,226.67	63,184.33	(114,226.67)	100.00

User: KRISTINA

DB: Portland

PERIOD ENDING 09/30/2016

GL NUMBER	DESCRIPTION	2016-17	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDTG USED
		AMENDED BUDGET	09/30/2016 NORMAL (ABNORMAL)	MONTH 09/30/2016 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
TOTAL REVENUES		692,350.00	2,417.45	1,725.60	689,932.55	0.35
TOTAL EXPENDITURES		1,297,305.00	881,948.48	388,873.26	415,356.52	67.98
NET OF REVENUES & EXPENDITURES		(604,955.00)	(879,531.03)	(387,147.66)	274,576.03	145.39
Fund 150 - CEMETERY PERPETUAL CARE FUND						
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
TOTAL REVENUES		2,500.00	(125.00)	0.00	2,625.00	5.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		2,500.00	(125.00)	0.00	2,625.00	5.00
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		956,770.00	612,921.93	564,447.27	343,848.07	64.06
TOTAL EXPENDITURES		1,012,383.00	518,826.04	318,087.08	493,556.96	51.25
NET OF REVENUES & EXPENDITURES		(55,613.00)	94,095.89	246,360.19	(149,708.89)	169.20
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		162,657.00	41,671.10	18,939.10	120,985.90	25.62
TOTAL EXPENDITURES		243,716.00	42,103.36	11,555.65	201,612.64	17.28
NET OF REVENUES & EXPENDITURES		(81,059.00)	(432.26)	7,383.45	(80,626.74)	0.53
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
TOTAL REVENUES		126,450.00	12,960.42	1,125.17	113,489.58	10.25
TOTAL EXPENDITURES		87,706.00	21,074.70	4,006.35	66,631.30	24.03
NET OF REVENUES & EXPENDITURES		38,744.00	(8,114.28)	(2,881.18)	46,858.28	20.94
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
TOTAL REVENUES		518,431.00	198,333.50	27,581.96	320,097.50	38.26
TOTAL EXPENDITURES		515,694.00	123,101.06	44,430.84	392,592.94	23.87
NET OF REVENUES & EXPENDITURES		2,737.00	75,232.44	(16,848.88)	(72,495.44)	2,748.72
Fund 248 - DDA FUND						
Fund 248 - DDA FUND:						
TOTAL REVENUES		287,115.00	245,544.43	227,829.64	41,570.57	85.52
TOTAL EXPENDITURES		396,039.00	263,419.94	237,796.96	132,619.06	66.51
NET OF REVENUES & EXPENDITURES		(108,924.00)	(17,875.51)	(9,967.32)	(91,048.49)	16.41
Fund 520 - REFUSE SERVICE FUND						
Fund 520 - REFUSE SERVICE FUND:						
TOTAL REVENUES		112,150.00	20,543.21	9,557.57	91,606.79	18.32
TOTAL EXPENDITURES		111,000.00	19,870.85	0.00	91,129.15	17.90
NET OF REVENUES & EXPENDITURES		1,150.00	672.36	9,557.57	477.64	58.47
Fund 582 - ELECTRIC FUND						
Fund 582 - ELECTRIC FUND:						
TOTAL REVENUES		4,014,625.00	712,768.32	375,546.09	3,301,856.68	17.75
TOTAL EXPENDITURES		4,227,411.00	699,058.70	182,398.24	3,528,352.30	16.54
NET OF REVENUES & EXPENDITURES		(212,786.00)	13,709.62	193,147.85	(226,495.62)	6.44

User: KRISTINA

DB: Portland

PERIOD ENDING 09/30/2016

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 09/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDT USED
Fund 590 - WASTEWATER FUND						
Fund 590 - WASTEWATER FUND:						
TOTAL REVENUES		1,103,505.00	300,884.22	229,915.68	802,620.78	27.27
TOTAL EXPENDITURES		1,080,443.00	281,284.72	76,321.83	799,158.28	26.03
NET OF REVENUES & EXPENDITURES		23,062.00	19,599.50	153,593.85	3,462.50	84.99
Fund 591 - WATER FUND						
Fund 591 - WATER FUND:						
TOTAL REVENUES		611,078.00	124,328.74	58,923.99	486,749.26	20.35
TOTAL EXPENDITURES		653,480.00	193,382.12	70,118.07	460,097.88	29.59
NET OF REVENUES & EXPENDITURES		(42,402.00)	(69,053.38)	(11,194.08)	26,651.38	162.85
Fund 661 - MOTOR POOL FUND						
Fund 661 - MOTOR POOL FUND:						
TOTAL REVENUES		348,143.00	95,591.89	55,261.89	252,551.11	27.46
TOTAL EXPENDITURES		348,031.00	58,264.06	14,026.55	289,766.94	16.74
NET OF REVENUES & EXPENDITURES		112.00	37,327.83	41,235.34	(37,215.83)	33,328.4
TOTAL REVENUES - ALL FUNDS		8,935,774.00	2,367,840.21	1,570,853.96	6,567,933.79	31.11
TOTAL EXPENDITURES - ALL FUNDS		9,973,208.00	3,102,334.03	1,347,614.83	6,870,873.97	31.11
NET OF REVENUES & EXPENDITURES		(1,037,434.00)	(734,493.82)	223,239.13	(302,940.18)	70.80

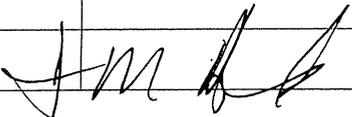
**PURCHASE ORDER**

**CITY OF PORTLAND**

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

TO Cook Bros

SHIP TO E/PC

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.
9-16-16					
QUANTITY	DESCRIPTION			PRICE	AMOUNT
	DEMOCRIT Hydro HOUS			\$ 7270.-	
	PENNY				244
	582.539.932000			\$ 7514.-	
					

NOT FOR RESALE  FOR RESALE

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

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

ORIGINAL

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

**Cook Brothers Excavating, Inc.**

**7974 Lyons Rd.**

**Portland, Michigan 48875**

Invoice

Phone # 5176476255

DIANE@COOKEXCAVATING.COM

8/31/2016	54704
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CITY OF PORTLAND ELECTRIC DEPT  
 259 KENT ST  
 PORTLAND, MICHIGAN 48875

**PORTLAND DAM HOUSE  
 DEMOLITION**

	PERMIT	244.00	244.00
120	LANDFILL FEES	13.50	1,620.00
120	TRUCKING DEMOLITION TO LANDFILL	10.00	1,200.00
	REMOVE AND DISPOSE OF CONCRETE FOUNDATIONS	800.00	800.00
100	FILL DIRT- TRUCKING ONLY	7.00	700.00
	LABOR AND EQUIPMENT TO DEMOLISH	2,450.00	2,450.00
	TOPSOIL AND SEED DISTURBED AREA	500.00	500.00
	Tax	6.00%	0.00

THANK YOU!!

NET 15. 1.5% APPLIED TO PAST DUE INVOICES

**Total**

**\$7,514.00**

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

Sept. 21st, 2016

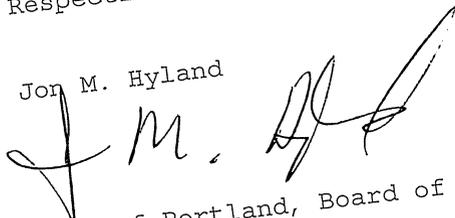
Re: Light & Power Board Recommendation

City Council  
City Manager

Last night at the Light & Power Board meeting, the Light & Power Board passed a recommendation to City Council, to pay Cook Bros. invoice for the hydro house demolition.

Respectfully,

Jon M. Hyland



City of Portland, Board of Light & Power

# PURCHASE ORDER

## CITY OF PORTLAND

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

SHIP TO

Utility Service Co., Inc  
 P.O. Box 1350  
 Perry GA 31069

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.
------	---------------	----------	--------	-------	--------------------

2/26/16

QUANTITY	DESCRIPTION	PRICE	AMOUNT
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Quarterly Maint. on water towers \$19,888.02

591.441.940000 Water M+R Water Tower \$19,888.02

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NOT FOR RESALE  FOR RESALE

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

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

ORIGINAL

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



Correspondence Only:

UTILITY SERVICE CO., INC.  
P.O. Box 1350  
Perry, Georgia 31069

# INVOICE

Mail Payments to:

UTILITY SERVICE CO., INC.  
P. O. Box 674233  
DALLAS, TX 75267-4233  
(478) 987-0303

BILL TO

CITY OF PORTLAND, MI  
259 KENT STREET  
PORTLAND, MI 48875

**PLEASE INCLUDE INVOICE COPY WITH PAYMENT**

Customer Number: 32512

**DUE UPON RECEIPT**

<u>INV. #</u>	<u>INV DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>TAX</u>	<u>TOTAL</u>
405282	01-OCT-16	400,000 PEDISPHERE SOUTH TANK-Quarterly	\$11,030.55	\$0.00	\$11,030.55
405284	01-OCT-16	150,000 PEDISPHERE HILL STREET TANK-Quarterly	\$8,857.47	\$0.00	\$8,857.47
<b>TOTAL DUE TO UTILITY SERVICE CO., INC.</b>					<b>\$19,888.02</b>

Thank You For Your Business

A 1.5% PER MONTH **FINANCE CHARGE** MAY BE CHARGED FOR ALL PAST DUE INVOICES.

CITY OF PORTLAND

REPORT DATE  
PERIOD COVERED

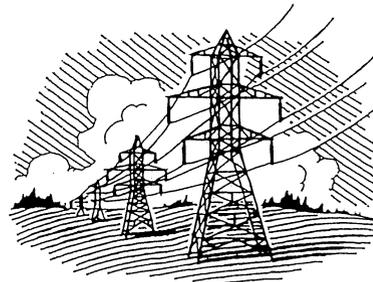
September 1, 2016  
August 1-31, 2016

HYDRO GENERATION	162,810		
DIESEL PRODUCTION	0		
Kwh Purchased	3,941,534	Amount Paid	\$ 231,013.37
<b>Total Kwh Purchased</b>	<b>3,941,534</b>	<b>Total Dollars Paid</b>	<b>\$ 231,013.37</b>

<b>Kwh Billed</b>		<b>Dollars Billed</b>	
Residential	2,029,770	PCA Billed	\$ (4,010.15)
Commercial	817,229	Residential	\$ 207,341.54
Large General	865,680	Residential EO Charge	\$ 3,540.55
City St. Lites Metered	22,579	Geothermal Discount	\$ -
St. Lites Unmetered		Commercial	\$ 85,545.37
Rental Lights		Commercial/LG EO Charge	\$ 2,446.91
Demand	2,603	Large General	\$ 59,918.50
		Large EO Charge	\$ 18.40
		City St. Lights Metered	\$ 1,910.07
		St. Lights Unmetered	\$ 1,543.05
<b>Total Kwh Billed</b>	<b>3,737,861</b>	Rental Lights	\$ 252.51
		Demand	\$ 15,291.24
Arrears after billing	\$ 23,785.38	Tax	\$ 14,296.24
Penalties Added	\$ 2,555.86	<b>Total Dollars Billed</b>	<b>\$ 388,094.23</b>
Arrears end of month	\$ 40,834.80		
Fuel Cost Billed	\$ 6,053.43	Power Cost Adj.	-0.00108
Amount Collected	\$ 360,830.98		
Total Adjustments	\$ 2,885.29		

Residential Customers	2,199
Commercial Customers	322
Large General	15
<b>Total Customers</b>	<b>2,536</b>

09/01/16



**CITY OF PORTLAND**  
**September-16**

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**WATER DEPARTMENT REPORT**

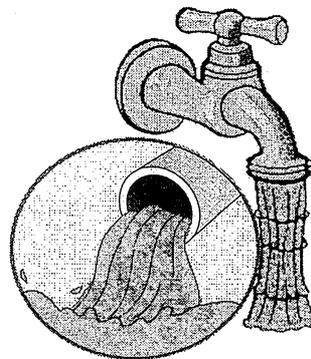
<b>MONTH</b>	Aug-16	<b>PERIOD COVERED</b>	August 1-31, 2016
Customers Billed		Penalties Added	\$ 665.81
City	1,860	Dollars Collected	\$ 56,869.21
Rural	24	Arrears at end of Month	\$ 11,835.17
Total Customers	1,884	Adjustments	\$ 236.51
		Gallons Pumped	12,938,600
		Hydrant Flusing/Rental (unmetered)	0 (hydrant flushing)
<b>Gallons Billed</b>		<b>Dollars Billed</b>	
City	11,255,730		\$ 54,910.04
Rural	233,630		\$ 2,007.34
Total	<u>11,489,360</u>		<u>\$ 56,917.38</u>

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**SEWER DEPARTMENT REPORT**

Customers Billed	1,810	Dollars Billed	\$ 68,934.85
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 68,934.85

Penalties Added	\$ 785.45
Dollars Collected	\$ 66,557.10
Arrears at end of Month	\$ 14,256.43
Adjustments	\$ 663.23
Gallons Treated per Million	11.10





STATE OF MICHIGAN

RICK SNYDER  
GOVERNOR

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

KEVIN ELSENHEIMER  
EXECUTIVE DIRECTOR

September 12, 2016

Honorable James E. Barnes  
Mayor, City of Portland  
259 Kent Street, Portland, MI 48875

Dear Mayor Barnes:

I am pleased to inform you that the National Park Service, U.S. Department of the Interior, has listed the Portland High School, 306 Brush Street, Portland, Ionia County, in the National Register of Historic Places. The keeper of the national register listed the property on August 8, 2016.

We are delighted this significant property has been recognized through this historic designation. The National Register of Historic Places is the nation's official list of cultural resources worthy of preservation. Nominations of Michigan properties to the National Register are made by the State Historic Preservation Office, Michigan State Housing Development Authority, in accordance with the National Historic Preservation Act of 1966, as amended. Information on the National Register can be found at the National Register's website, [www.nps.gov/nr](http://www.nps.gov/nr), and on the National Register in Michigan at [www.michigan.gov/nrhp](http://www.michigan.gov/nrhp). Additional information about related programs of the State Historic Preservation Office can be found at [www.michigan.gov/shpo](http://www.michigan.gov/shpo).

While listing in the National Register does not place any legal restrictions on a property, it does allow for consideration in the planning for federal or federally assisted projects, provides eligibility for federal and/or state tax benefits, qualifies properties for federal assistance for historic preservation, when funds are available, serves as a catalyst for economic development, and promotes heritage tourism.

The State Historic Preservation Office helps communities identify and protect their historic resources so that they maintain their unique community identity. The SHPO partners with the Michigan Historic Preservation Network, Michigan's statewide nonprofit historic preservation advocacy organization, to educate citizens, developers, and public officials about the benefits of historic preservation and how to use preservation as an economic benefit tool. The network's website is [www.mhpn.org](http://www.mhpn.org).

I invite you to contact our office with any questions you may have. Questions may be addressed to National Register Coordinator Robert O. Christensen at [ChristensenR@michigan.gov](mailto:ChristensenR@michigan.gov) or (517) 335-2719.

Thank you for your support in preserving Michigan's unique heritage.

Sincerely,

Brian D. Conway  
State Historic Preservation Officer

State Historic Preservation Office

Michigan Library and Historical Center • 702 West Kalamazoo Street • P.O. Box 30740 Lansing, Michigan 48909-8240  
[michigan.gov/shpo](http://michigan.gov/shpo) • 517.373.1630 • FAX 517.335.0348 • TTY 800.382.4568

**IONIA COUNTY BOARD OF COMMISSIONERS**  
**Committee-of-the-Whole**

September 20, 2016 - 3:00 p.m.  
Commissioners' Meeting Room – Courthouse – 3<sup>rd</sup> Floor

**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. Unfinished Business
  - A.
- VII. New Business
  - A. Departmental Reports
    - 1. Public Health
    - 2. Central Dispatch
    - 3. Buildings & Grounds
  - B.
  - C.
- VIII. Reports of Officers, Board and Standing Committees
  - A. Chairperson
  - B. Commissioners
  - C. County Administrator
- IX. Reports of Special or Ad Hoc Committees
- X. Closed Session
- XI. Adjournment

# IONIA COUNTY BOARD OF COMMISSIONERS

September 27, 2016 - 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 2016 - \$1,237,018.98
  - D. Approve payment of Health Fund bills - \$85,848.63
  - E.
- VIII. **Unfinished Business**
  - A. Commission on Aging Board Appointment
  - B. Request for Approval of Agreement with Tenurgy for Utility Auditing Services
  - C.
- IX. **New Business**
  - A. Approve and Ratify Signature on Contract with AAAWM
  - B. Request to fill part-time COA Nutrition Program Site Host
  - C. 2016 Michigan Drug Court Grant Program – Subcontract Agreement
  - D. Request for Position Reclassification – Adult Drug Court Project Coordinator/Case Manager
  - E. Otisco Township Agreement for Additional Sheriff's Office Services
  - F. Mobile Computer Aided Dispatch Project
  - G. Letter of Agreement between Ionia County Health Department and KL&A for data extraction services
  - H. Mid-State Health Network SUD Agreements

- I. Approval of AT&T Contract to convert to Fiber Broadband
- J. Approval of Lease Agreement for Storage Space
- K. Request for Approval of MDOT Grant Agreement
- L. Discussion: November 8, 2016 Board of Commissioners' Meeting
- M.

**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**

- 1. Union Negotiation Discussions – Deputy Unit

**XIV. Adjournment**

**Board and/or Commission Vacancies**

- Area Agency on Aging of Western Michigan Advisory Council – One three-year term expiring April 2018.
- Board of Public Works – Two three-year terms expiring January 2018.
- Commission on Aging Board – One three-year term expiring September 2016.
- Construction Board of Appeals – Two two-year terms, expiring October 2017. One of these positions serves as an alternate member.
- Economic Development Corporation/Brownfield Redevelopment Authority – One three year term, expiring April 2018.
- Park Advisory Board – One two-year term, expiring January 2018.
- Road Commission – One six-year term, expiring December 2020.
- West Michigan Regional Planning Commission – Two one-year terms, expiring December 2016.

**Appointments for consideration in the month of October 2016:**

- *Construction Board of Appeals* – One three-year appointment.

**Appointments for consideration in the month of November 2016: None**