



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

7:00 P.M. Monday, April 2, 2018
City Council Chambers
City Hall, 259 Kent St., Portland Michigan

<u>Estimated Time</u>		<u>Desired Outcome</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>	Decision
7:03 PM	IV. <u>Public Comment</u> (5-minute time limit per speaker)	
7:05 PM	V. <u>City Manager Report</u>	
7:10 PM	VI. <u>Presentations</u> A. DDA/Main Street Director Conner Wellman – Downtown Report	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u> – None	
7:15 PM	IX. <u>New Business</u> A. Second Reading and Consideration of Ordinance 101K to Amend Chapter 40 of the Code of Ordinances of the City of Portland, Michigan, to Provide Rates for Renewable Energy Purchases	Decision
7:18 PM	B. Proposed Resolution 18-22 Approving the Submittal of an Application for Local Bridge Program Funds for Replacement of the Divine Highway Bridge over the Looking Glass River	Decision
7:20 PM	C. Proposed Resolution 18-23 Approving the Submittal of an Application for Local Bridge Program Funds for Preventative Maintenance of the Bridge Street Bridge over the Grand River	Decision
7:23 PM	D. Proposed Resolution 18-24 a Resolution to Deny a Permit Application Submitted under the Metro Act	Decision
7:26 PM	E. Proposed Resolution 18-25 Approving Fleis & VandenBrink’s Proposal for Environmental Due Diligence Services Related to the ADM Property Donation Agreement	Decision
7:29 PM	F. Proposed Resolution 18-26 Approving a Brownfield Redevelopment Grant Agreement from the Michigan Department of Environmental Quality	Decision
7:33 PM	G. Proposed Resolution 18-27 Approving, Authorizing, and Directing the Mayor to Sign a Permit for a Fireworks Display at Portland High School	Decision
7:34 PM	H. Proposed Resolution 18-28 Approving the Purchase of Playground Equipment for Alton Park and Brush Street Park for the Parks Department	Decision

Estimated Time		<u>Desired Outcome</u>
7:37 PM	<p>X. <u>Consent Agenda</u></p> <ul style="list-style-type: none"> A. Minutes & Synopsis from the Regular City Council Meeting held on March 19, 2018 B. Payment of Invoices in the Amount of \$63,961.56 and Payroll in the Amount of \$106,176.59 for a Total of \$170,138.15 C. Purchase Orders over \$5,000.00 <ul style="list-style-type: none"> 1. Superior Asphalt in the Amount of \$6,300.00 for Paving at Well #6 2. Superior Asphalt in the Amount of \$9,400.00 for Mill & Fill of Hill Street <p>XI. <u>Communications</u></p> <ul style="list-style-type: none"> A. DDA Minutes from February 15, 2018 B. Utility Billing Reports for February 2018 C. PAMA Minutes for January 3, 2018 D. Ionia County Board of Commissioners Agenda for March 27, 2018 	Decision
7:40 PM	<p>XII. <u>Other Business</u> - None</p>	
7:45 PM	<p>XIII. <u>City Manager Comments</u></p>	
7:50 PM	<p>XIV. <u>Council Comments</u></p>	
7:55 PM	<p>XV. <u>Adjournment</u></p>	Decision

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

Council member _____, supported by Council member _____, moved the adoption of the following ordinance:

ORDINANCE NO. 101K

AN ORDINANCE TO AMEND CHAPTER 40 OF THE CODE OF ORDINANCES OF THE CITY OF PORTLAND, MICHIGAN, TO PROVIDE RATES FOR RENEWABLE ENERGY PURCHASES

The City of Portland Ordains:

Section 1. Amendment. Chapter 40, "Utilities," Article IV, "Electrical System," Sections 40-220 through 40-226, of the Code of Ordinances of the City of Portland, Michigan, are amended to read as follows:

Sec. 40-220. Schedule "PCA"; Power Cost Adjustment.

Each month the amount charged for electric energy sold by the city shall be increased or decreased in accordance with the following formula:

$$PCA = \left(\left(\text{Cost} + \text{or} - \text{Cor} \right) / \text{kWh P} - \$0.06200 \right) / (1 - L)$$

Where:

PCA = The billing adjustment applied to kWh sales expressed as \$ 0.00000 per kWh.

Cost = The total of Normalized Wholesale Purchased Power Supply Cost and related City Generation Expenses for the most previous three (3) months.

Cor = A correction dollar amount equal to any over or under-recovery of Cost, as defined above, for prior periods.

kWh P = Total of the kWh purchased and generated for the most previous three (3) months.

L = System losses for the most previous month.

Sec. 40-221. Rate Schedule REP; Renewable Energy Purchases.

(a) *Availability*: This is an option available to all customers served by the City on a first-come first-served basis to the extent renewable energy is available. Customers may purchase, for the 12-month period following a selection, either 10% or 25% of the monthly usage, subject to approval by the City.

(b) *Applicability*: This rate is applicable to metered and net-metered energy sales.

(c) *Monthly Rate*: The charge, in addition to the charges of the applicable rate, for all renewable energy is \$0.01 per kWh per month.

Sec. 40-222. Effective date of rates.

(a) The rates as set forth herein, with the exception of the rates associated with Section 40-221, Rate Schedule REP; Renewable Energy Purchases, and Section 40-220, Schedule "PCA"; Power Cost Adjustment, shall be effective for all electrical energy usage after January 2009 billing and shall be billed, February 2009, notwithstanding that the ordinances may take effect before such date.

(b) The rates associated with Section 40-221, Rate Schedule REP; Renewable Energy Purchases, and Section 40-220, Schedule "PCA"; Power Cost Adjustment, shall be effective April ____, 2018.

Sec. 40-223. Billing and collecting.

The rates and charges herein provided shall be due and payable and shall be billed and collected as provided herein and as may be implemented by the City service rules and regulations.

Sec. 40-224. State Sales Tax.

Each rate herein is subject to the state sales tax which tax shall be added to the monthly bill and collected by the City at the time of payment of said bill. It shall not be necessary to show the tax as a separate item on the monthly utility bill.

Sec. 40-225. No free service.

No free service shall be furnished by the system to the City or to any person, firm or corporation, public or private, or to any public agency or instrumentality. Charges for services by the system shall be billed and collected monthly. Such charges shall become due at such times, not exceeding 25 days after the reading of the meter, as shall be established by resolution of the council. In the event that the charges for electricity furnished to any premises shall not be paid within 30 days after the due date thereof, then electric service to such premises shall be discontinued. Services so discontinued shall not be restored until all sums then due and owing, including penalties, shall be paid, plus a shut-off charge of \$2.50 and a turn-on charge of \$2.50. Charges against the City for street lighting and for other electricity furnished to it, shall be payable in monthly installments for the current funds of the City or from the proceeds of taxes which the city shall levy in an amount sufficient for that purpose.

Sec. 40-226. Rates; provisions.

The rate hereinbefore established is estimated to be sufficient to provide for the payment of the expenses of administration and operation of the system and such expenses for the maintenance thereof as may be necessary to preserve the same in good repair and working order; to provide for the payment of the interest upon and the principal of all bonds payable therefrom, as and when the same shall become due and payable, and for the creation of a reserve for the payment of said principal and interest as required in this article; and to building up a fund for major repairs and replacements to the system as provided in this article. Rates shall be fixed and revised from time to time by the council so as to produce the foregoing amounts, and the City covenants and agrees to maintain at all times such rates for services furnished by the system as shall be sufficient to provide for the foregoing.

Section 2. Effective Date. This ordinance shall take effect 10 days after its adoption or upon publication, whichever occurs later.

Yeas:

Nays:

Absent:

Abstain:

ORDINANCE DECLARED ADOPTED.

Dated: April 2, 2018

James E. Barnes, Mayor

Monique I. Miller, City Clerk

CERTIFICATION

I certify that this is a true and complete copy of the ordinance adopted at a regular meeting of the Portland City Council held on _____, 2018.

Date: _____, 2018

Monique I. Miller, City Clerk

Introduced: March 19, 2018

Adopted: _____, 2018

Published: _____, 2018

Effective: _____, 2018

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-22

A RESOLUTION APPROVING THE SUBMITTAL OF AN APPLICATION FOR LOCAL BRIDGE PROGRAM FUNDS FOR REPLACEMENT OF THE DIVINE HIGHWAY BRIDGE OVER THE LOOKING GLASS RIVER

WHEREAS, the Michigan State Legislature and the U.S. Congress have appropriated funds for preventative maintenance of local bridges in the State of Michigan; and

WHEREAS, the Divine Highway Bridge over the Looking Glass River is deteriorated and in need of replacement; and

WHEREAS, the City Council supports an application requesting funding for this project.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council hereby approves of the filing of an application with the Michigan Department of Transportation requesting funds through their Local Bridge Program for replacement of the Divine Highway Bridge over the Looking Glass River and further, that the City is seeking the Department's active participation in the project.
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: April 2, 2018

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. 18-23

A RESOLUTION APPROVING THE SUBMITTAL OF AN APPLICATION FOR LOCAL BRIDGE PROGRAM FUNDS FOR PREVENTATIVE MAINTENANCE OF THE BRIDGE STREET BRIDGE OVER THE GRAND RIVER

WHEREAS, the Michigan State Legislature and the U.S. Congress have appropriated funds for preventative maintenance of local bridges in the State of Michigan; and

WHEREAS, the Bridge Street Bridge over the Grand River is deteriorated and in need of maintenance; and

WHEREAS, the City Council supports an application requesting funding for this project.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council hereby approves of the filing of an application with the Michigan Department of Transportation requesting funds through their Local Bridge Program for preventative maintenance of the Bridge Street Bridge over the Grand River and further, that the City is seeking the Department's active participation in the project.
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: April 2, 2018

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. 18-24

**A RESOLUTION TO DENY A PERMIT APPLICATION SUBMITTED
UNDER THE METRO ACT**

WHEREAS, by application dated February 19, 2018, Tri-County Electric Cooperative, Inc. has applied for a permit to use the City’s public rights-of-way, for the installation of fiber optic cable and gigabit passive optical network (GPON) to facilitate its broadband services; and

WHEREAS, City staff has reviewed the application materials in compliance with the provisions of the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, 2002 PA 48, as amended, MCL 484.3101 *et seq* (the “Metro Act”); and

WHEREAS, upon such review, City staff has determined that there is insufficient information to properly review and evaluate the proposed project and may be contrary to current City ordinance and policy; and

WHEREAS, based on the forgoing, City staff is recommending that the City Council deny the submitted application; and

WHEREAS, the City Council wishes to act upon the application within the time limits imposed by the Metro Act (45-days after submission).

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The February 19, 2018, permit application submitted by Tri-County Electric Cooperative, Inc. under the Metro Act is hereby denied based upon the recommendation of staff and the reasons stated above.
2. The City Manager is directed to notify the applicant of this denial and is further directed to mail a certified copy of this Resolution to the Telecommunications Division of the Michigan Public Service Commission in accordance with the Metro Act.
3. 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: April 2, 2018

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 April 2, 2018.

Date: April 2, 2018

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. 18-25

A RESOLUTION APPROVING FLEIS & VANDENBRINK’S PROPOSAL FOR ENVIRONMENTAL DUE DILIGENCE SERVICES RELATED TO THE ADM PROPERTY DONATION AGREEMENT

WHEREAS, the City and Archer Daniels Midland Company (“ADM”) previously executed a donation agreement to potentially donate to the City property located at 401 East Grand River Avenue; and

WHEREAS, in conjunction with the donation agreement, Fleis and VandenBrink (F&V) has provided a proposal to assist the City with Environmental Due Diligence related to the subject property in the amount of \$12,000.00, a copy of that proposal is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves Fleis & VandenBrink’s proposal to assist the City with Environmental Due Diligence related to the ADM property in the amount of \$12,000.00, a copy of that 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: April 2, 2018

Monique I. Miller, City Clerk

March 6, 2018

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

**RE: Scope of Services for Environmental Due Diligence Services
ADM Property, City of Portland, Ionia County, Michigan**

Dear Tutt:

Fleis & VandenBrink (F&V) appreciates the opportunity to submit a proposal to provide you with environmental due diligence services to for the referenced location (Property). The following outlines our understanding of the project, Scope of Services and budget.

STATEMENT OF UNDERSTANDING

F&V conducted a Phase I Environmental Site Assessment (ESA) of the referenced Property in August 2016. An ASTM Standard Phase I ESA report has a shelf life of 6 months, and a new Phase I ESA will need to be conducted to evaluate current site conditions. Findings reported in the 2016 Phase I ESA Report included the following Recognized Environmental Conditions (RECs):

1. Historical crude oil tank and gravity feed line into the grain mill.
2. Historical coal storage on site.
3. Reported historical USTs on SE corner of Maple and East Grand River (former filling station and auto storage).
4. Reported properties with Baseline Environmental Assessments (BEA) that have potential to impact site.
5. Reported properties with historical auto stations that have potential to impact site.

Given the RECs identified in 2016, we understand that you are requesting F&V complete a new Phase I to evaluate current site conditions at the Property.

We are not anticipating any significant changes at the Property since 2016, however, if additional RECs are identified in the 2018 Phase I ESA, the scope of the proposed Phase II ESA may need to be modified.



Based on our Statement of Understanding, we have prepared the following Scope of Services.

SCOPE OF SERVICES

F&V proposes to conduct a Phase I ESA and a Phase II ESA to evaluate the current environmental conditions on the Property.

Phase I ESA

F&V conducts Phase I ESAs in conformance with the scope and limitations of the American Society for Testing and Materials (ASTM) Standard Practice E 1527-13. The ASTM standard for ESAs does not include business environmental risks that may have a material environmental or environmentally driven impact on the business associated with the current or planned use of the Property. These risks include asbestos-containing materials, biological agents, cultural and historical resources, ecological resources, endangered species, health and safety, indoor air quality, industrial hygiene, universal wastes, lead-based paint, lead in drinking water, mold, radon, regulatory compliance and wetlands. You have not requested that we review non-ASTM standard ESA items. If vapor risks are identified, we will also conduct a Vapor Encroachment Screening to identify potential Vapor Encroachment Conditions, if any.

The environmental due diligence process is inherently limited and can reduce, but not eliminate, uncertainty about environmental conditions. The purpose of this proposal is neither to eliminate all uncertainty associated with the environmental conditions and risks posed by those conditions, nor to conduct an exhaustive inquiry of the property. Rather, the purpose of this work is to conduct a methodical investigation pursuant to recognized standards in a limited, timely and cost-efficient manner.

F&V will complete a Phase I ESA for the subject property and provide a written report summarizing the work performed, findings, opinions and conclusions. Reports will be subject to a quality control review by a qualified senior-level staff member.

We will initiate work upon your authorization to proceed and estimate that it will take approximately 2 weeks to complete the assessment. An electronic copy of the Phase I ESA report will be provided upon completion.

Phase II ESA

If the results of the Phase I ESA indicate RECs which were not previously identified, F&V proposes to conduct a Phase II ESA to further evaluate identified RECs at the Property. If additional RECs are identified in the 2018 Phase I ESA, the scope of services will be discussed with you in advance of conducting potential investigation work.

Baseline Environmental Assessment

A Baseline Environmental Assessment will be performed in accordance with Section 20126(1)(C) of 1994 P.A. 451, Part 201. The purpose of the BEA is to gather sufficient information about the site being transferred to allow a potential new contaminant release(s) to be distinguished from existing contamination. This distinction allows certain pollution liability protection for a new owner. The level of site assessment work that is required to differentiate potential future release(s) from a current release is dependent on the number of items including past, current and proposed future Property use.

Test Pit Installation

Crude oil UST and other tanks were reported to have formerly been used on the western portion of the property. There was no information indicating the UST or tanks were removed. Therefore, F&V contracted a ground penetrating radar (GPR) and electromagnetic (EM) survey of the western portion of the property building to assess the potential presence of USTs during the Phase II ESA performed in 2016. The survey results indicated several anomalies that represent buried ferrous objects on the western portion of the property. These anomalies were detected at a real size indicating the potential presence of a UST.

Based on the GPR and EM anomalies observed, we plan to investigate these anomalies through the installation of test pits. A backhoe will be utilized by a contractor to remove soil in the area the anomalies were detected. The test pits contractor will be responsible for clearing potential underground utilities

Once again, thank you for this opportunity, and we look forward to working with you on this redevelopment. If you need any other information regarding this letter, please contact me at 800.494.5202 or brice@fveng.com.

Sincerely,

FLEIS & VANDENBRINK



Brian L. Rice, P.E.
Manager, Environmental Services Group

cc: Tony Finch, F&V

WORK AUTHORIZATION

*Fleis & VandenBrink Engineering, Inc. (F&V) is hereby authorized to perform Additional Services as detailed in this letter dated **March 6, 2018** and authorized under the existing Professional Services Agreement with F&V dated **August 14, 2014**.*

S. Tutt Gorman
City Manager

Date

through contacting MISDIG or private utility locating service. The test pits will be installed to an approximate depth of 10 feet below grade. The spoils from the test pit will be staged next to the location and will be placed back into the test pit hole upon completing the test pit. F&V will be onsite to direct and document the test pit installation activities. We budgeted an excavation contractor to be onsite for up to one 8-hour day to complete test pit installation activities.

Due Care Compliance

Section 20107a(1) (commonly referred to as Section 7a) of Part 201, Environmental Remediation, of the NREPA, provides that a person who owns or operates property and has knowledge that the property is a *facility* must do all of the following with respect to hazardous substances at the facility:

- a. Undertake measures as necessary to prevent exacerbation of existing contamination.
- b. Exercise due care by undertaking response activity necessary to mitigate unacceptable exposure to hazardous substances, mitigate fire and explosion hazards due to hazardous substances and allow for the intended use of the facility in a manner that protects public health and safety.
- c. Take reasonable precautions against the reasonably foreseeable acts or omissions of a third party and the consequences that foreseeably could result from those acts or omissions.
- d. Provide reasonable cooperation, assistance and access to persons authorized to conduct response activities.
- e. Comply with land use or resource use restrictions.
- f. Not impede the effectiveness or integrity of any land use or resource use restrictions and response activities.

The process of reviewing what specific obligations need to be addressed during ownership and/or operations of the property is referred to as a Section 7a Compliance Analysis (CA). R299.51003, Rule 1003(5) requires that a person subject to the provisions of Section 7a maintain documentation of compliance with Section 7a and to provide such documentation to the Michigan Department of Environmental Quality (MDEQ) upon request. Such documentation is commonly referred to as a Due Care Plan (DCP). If the property use changes in the future, the potential exposure pathways must be reassessed at that time, and documentation of compliance with Section 7a must be maintained.

FEE

F&V proposes to complete the above services for a total estimated fee of \$12,000 as summarized below. Actual contractor charges and reimbursable expenses (Geoprobe, sampling equipment, supplies, mileage and laboratory analysis) will be invoiced per the terms of our existing agreement.

\$3,500	Phase I & Phase II ESA
\$2,000	Baseline Environmental Assessment
\$4,000	Test Pit Installation (\$2,000 F&V labor, \$2,000 subcontractor)
\$2,500	Due Care Compliance

During the completion of an assessment, unknown conditions may occasionally arise that require additional effort over and above the defined scope of services. F&V will notify you if a change in the scope of services is required to complete the project. Additional services will not be performed without prior client approval of any amended scope and fee.

F&V's professional services and subcontractor fees would be invoiced monthly. Work would be completed under the terms and conditions of our existing Professional Services Agreement. We can begin upon your authorizing the work by signing the last page of this letter and returning it to F&V (attention Ms. Anne Hagedorn) at ahagedorn@fveng.com. This proposal is valid for 90 days.

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-26

**A RESOLUTION APPROVING A BROWNFIELD REDEVELOPMENT
GRANT AGREEMENT FROM THE MICHIGAN DEPARTMENT OF
ENVIRONMENTAL QUALITY**

WHEREAS, the City of Portland has received a Brownfield Redevelopment Grant award from the Michigan Department of Environmental Quality (DEQ) related to the potential donation and redevelopment of the ADM Property located at 401 East Grand River Avenue; and

WHEREAS, the Grant Agreement, attached hereto as Exhibit A, is to provide funding for work to be performed at the property pursuant to Part 196, Clean Michigan Initiative Implementation, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA); and

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Grant Agreement, attached hereto as Exhibit A, and authorizes the City Manager to sign same.
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: April 2, 2018

Monique I. Miller, City Clerk



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING



C. HEIDI GREETHER
DIRECTOR

January 30, 2018

Via Email Only

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

Dear Mr. Gorman:

SUBJECT: Clean Michigan Initiative Brownfield Redevelopment Grant
401 East Grand River Avenue, Portland, MI
Tracking Code #2018-1318
Site ID# 34000140

Congratulations on your recent Brownfield Redevelopment grant award for the 401 East Grand River project. I've attached an electronic contract for your signature. The grant will be available to the City of Portland once the contract is signed by an authorized representative of the City of Portland and the Department of Environmental Quality (DEQ).

Please return contract via email:

1. Print and sign the attached document
2. Scan the signed version
3. Email the scanned file to barksj@michigan.gov and to me.

After the contract is signed, a work plan describing the proposed work must be submitted and approved prior to undertaking any activities or incurring any other expenses. Expenses incurred prior to the date that the grant contract is signed by the DEQ are not eligible for payment under the Brownfield Redevelopment Grant and Loan Program, unless specific prior approval is made by the Director of the DEQ.

If you have any questions or concerns, please feel free to contact me. I look forward to working with you on this project.

Sincerely,

Roman A. Wilson, Brownfield Coordinator
Brownfield Redevelopment Unit
Remediation and Redevelopment Division
616-888-0134

Enclosures

cc: Ms. Carrie Geyer, DEQ
Ms. Dawn Austin, DEQ
Mr. Mark Kussro, DEQ
File #2018-1318



**BROWNFIELD REDEVELOPMENT GRANT CONTRACT
BETWEEN THE
MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
AND THE
CITY OF PORTLAND**

This Grant Contract ("Contract") is made between the Michigan Department of Environmental Quality, Remediation Division (hereafter "State"), and the City of Portland (hereafter "Grantee").

The purpose of this Contract is to provide funding in exchange for work to be performed for the project named below. The State is authorized to provide grant assistance pursuant to *Part 196, Clean Michigan Initiative Implementation, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA)*. Legislative appropriation of funds for grant assistance is set forth in *2011 PA 64*. This Contract is subject to the terms and conditions specified herein.

Project Name: **401 East Grand River**
Location Code: **6D36**
Amount of Grant: **\$12,000**
Start Date: **Date executed by DEQ**

Site ID # **34000140**
Tracking Code: **2018-1318**
End Date: **Two years after Start Date**

GRANTEE CONTACT:

Name/Title
S. Tutt Gorman,
City Manager

Organization
City of Portland

Address
259 Kent Street
Portland, MI 48875

Telephone number
517-647-2931

E-mail address
citymanager@portland-michigan.org

Federal ID number
38-6007243

STATE'S CONTACT:

Name/Title
Roman Wilson,
Brownfield Coordinator

Division
Remediation and Redevelopment Division

Address
350 Ottawa Ave., NW, Unit 10
Grand Rapids, MI 49503

Telephone number
616-888-0134

E-mail address
wilsonr30@michigan.gov

The individuals signing below certify by their signatures that they are authorized to sign this Grant Contract on behalf of their agencies, and that the parties will fulfill the terms of this Contract, including any attached appendices, as set forth herein.

FOR THE GRANTEE:

S. Tutt Gorman, City Manager

Date

FOR THE STATE:

Kathleen Shirey, Acting Director
Remediation and Redevelopment Division
Michigan Department of Environmental Quality

Grant Execution Date / Contract Start Date
Contract End Date is two years after this date

I. PROJECT SCOPE

This Contract and its appendices constitute the entire Contract between the State and the Grantee and may be modified only by written agreement between the State and the Grantee.

(A) The scope of this project is limited to the activities specified in Appendix A and such activities as are authorized by the State under this Contract. Any change in project scope requires prior written approval in accordance with Section III, Changes, in this Contract.

(B) By acceptance of this Contract, the Grantee commits to complete the project identified in Appendix A within the time period allowed for in this Contract and in accordance with the terms and conditions of this Contract.

II. CONTRACT PERIOD

Upon signature by the State, the Contract shall be effective from the Start Date until the End Date on page 1. The State shall have no responsibility to provide funding to the Grantee for project work performed except between the Start Date and the End Date specified on page 1. Expenditures made by the Grantee prior to the Start Date or after the End Date of this Contract are not eligible for payment under this Contract.

III. CHANGES

Any changes to this Contract other than budget line item revisions less than 20 percent of the budget line item shall be requested by the Grantee or the State in writing and implemented only upon approval in writing by the State. The State reserves the right to deny requests for changes to the Contract or to the appendices. No changes can be implemented without approval by the State.

IV. GRANTEE DELIVERABLES AND REPORTING REQUIREMENTS

The Grantee shall submit deliverables and follow reporting requirements specified in Appendix A of this Contract.

(A) The Grantee must complete and submit quarterly progress reports according to a form and format prescribed by the State and must include supporting documentation of eligible project expenses. These reports shall be due according to the following:

Reporting Period	Due Date
January 1 – March 31	April 30
April 1 – June 30	July 31
July 1 – September 30	Before October 15*
October 1 – December 31	January 31

*Due to the State's year-end closing procedures, there will be an accelerated due date for the report covering July 1 – September 30. Advance notification regarding the due date for the quarter ending September 30 will be sent to the Grantee. If the Grantee is unable to submit a report in early October for the quarter ending September 30, an estimate of expenditures through September 30 must be submitted to allow the State to complete its accounting for that fiscal year.

The forms provided by the State shall be submitted to the State's contact at the address on page 1. All required supporting documentation (invoices, proof of payment, etc.) for expenses must be included with the report.

(B) The Grantee shall provide a final project report in a format prescribed by the State. The Grantee shall submit the final status report, including all supporting documentation for expenses, along with

assume responsibility regarding the contractual relationships between the Grantee and any subcontractor.

VIII. SUBCONTRACTS

The State reserves the right to deny the use of any consultant, contractor, associate, or other personnel to perform any portion of the project. The Grantee is solely responsible for all contractual activities performed under this Contract. Further, the State will consider the Grantee to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the anticipated Grant. All subcontractors used by the Grantee in performing the project shall be subject to the provisions of this Contract and shall be qualified to perform the duties required.

IX. NON-DISCRIMINATION

The Grantee shall comply with the Elliott Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 *et seq.*, the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 *et seq.*, and all other federal, state, and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Contract, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, or physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position. The Grantee agrees to include in every subcontract entered into for the performance of this Contract this covenant not to discriminate in employment. A breach of this covenant is a material breach of this Contract.

X. UNFAIR LABOR PRACTICES

The Grantee shall comply with the Employers Engaging in Unfair Labor Practices Act, 1980 PA 278, as amended, MCL 423.321 *et seq.*

XI. LIABILITY

(A) The Grantee, not the State, is responsible for all liabilities as a result of claims, judgments, or costs arising out of activities to be carried out by the Grantee under this Contract, if the liability is caused by the Grantee, or any employee or agent of the Grantee acting within the scope of their employment or agency.

(B) Nothing in this Contract should be construed as a waiver of any governmental immunity by the Grantee, the State, its agencies, or their employees as provided by statute or court decisions.

XII. CONFLICT OF INTEREST

No government employee, or member of the legislative, judicial, or executive branches, or member of the Grantee's Board of Directors, its employees, partner agencies, or their families shall benefit financially from any part of this Contract.

XIII. ANTI-LOBBYING

If all or a portion of this Contract is funded with state funds, then the Grantee shall not use any of the grant funds awarded in this Contract for the purpose of lobbying as defined in the State of Michigan's lobbying statute, MCL 4.415(2). "Lobbying" means communicating directly with an official of the executive branch of state government or an official in the legislative branch of state government for the purpose of influencing legislative or administrative action." The Grantee shall not use any of the grant funds awarded in this Contract for the purpose of litigation against the

the final project report and any other outstanding products within 30 days from the End Date of the Contract.

(C) The Grantee must provide three (3) copies of all products and deliverables in accordance with Appendix A.

(D) All products shall acknowledge that the project was supported in whole or in part by the State, per the guidelines provided by the program.

(E) If 15 percent (15%) or more of the grant amount is expended in a single quarter, payment requests may be submitted once monthly during that quarter.

V. GRANTEE RESPONSIBILITIES

(A) The Grantee agrees to abide by all applicable local, state, and federal laws, rules, ordinances, and regulations in the performance of this grant.

(B) All local, state, and federal permits, if required, are the responsibility of the Grantee. Award of this grant is not a guarantee of permit approval by the State.

(C) The Grantee shall be solely responsible to pay all applicable taxes and fees, if any, that arise from the Grantee's receipt or execution of this grant.

(D) The Grantee is responsible for the professional quality, technical accuracy, timely completion, and coordination of all designs, drawings, specifications, reports, and other services submitted to the State under this Contract. The Grantee shall, without additional compensation, correct or revise any errors, omissions, or other deficiencies in drawings, designs, specifications, reports, or other services.

(E) The State's approval of drawings, designs, specifications, reports, and incidental work or materials furnished hereunder shall not in any way relieve the Grantee of responsibility for the technical adequacy of the work. The State's review, approval, acceptance, or payment for any of the services shall not be construed as a waiver of any rights under this Contract or of any cause of action arising out of the performance of this Contract.

(F) The Grantee acknowledges that it is a crime to knowingly and willingly file false information with the State for the purpose of obtaining this Contract or any payment under the Contract, and that any such filing may subject the Grantee, its agents, and/or employees to criminal and civil prosecution and/or termination of the grant.

VI. USE OF MATERIAL

Unless otherwise specified in this Contract, the Grantee may release information or material developed under this Contract, provided it is acknowledged that the State funded all or a portion of its development.

The State, and federal awarding agency, if applicable, retains a royalty-free, nonexclusive and irrevocable right to reproduce, publish, and use in whole or in part, and authorize others to do so, any copyrightable material or research data submitted under this grant whether or not the material is copyrighted by the Grantee or another person. The Grantee will only submit materials that the State can use in accordance with this paragraph.

VII. ASSIGNABILITY

The Grantee shall not assign this Contract or assign or delegate any of its duties or obligations under this Contract to any other party without the prior written consent of the State. The State does not

State. Further, the Grantee shall require that language of this assurance be included in the award documents of all subawards at all tiers.

XIV. DEBARMENT AND SUSPENSION

By signing this Contract, the Grantee certifies to the best of its knowledge and belief that it, its agents, and its subcontractors:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or the state.
- (2) Have not within a three-year period preceding this Contract been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, as defined in 45 CFR 1185; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- (3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).
- (4) Have not within a three-year period preceding this Contract had one or more public transactions (federal, state, or local) terminated for cause or default.
- (5) Will comply with all applicable requirements of all other state or federal laws, executive orders, regulations, and policies governing this program.

XV. AUDIT AND ACCESS TO RECORDS

The State reserves the right to conduct a programmatic and financial audit of the project, and the State may withhold payment until the audit is satisfactorily completed. The Grantee will be required to maintain all pertinent records and evidence pertaining to this Contract, including grant and any required matching funds, in accordance with generally accepted accounting principles and other procedures specified by the State. The State or any of its duly authorized representatives must have access, upon reasonable notice, to such books, records, documents, and other evidence for the purpose of inspection, audit, and copying. The Grantee will provide proper facilities for such access and inspection. All records must be maintained for a minimum of ten (10) years after the final payment has been issued to the Grantee by the State.

XVI. INSURANCE

- (A) The Grantee must maintain insurance or self-insurance that will protect it from claims that may arise from the Grantee's actions under this Contract.
- (B) The Grantee must comply with applicable workers' compensation laws while engaging in activities authorized under this Contract.

XVII. OTHER SOURCES OF FUNDING

The Grantee guarantees that any claims for reimbursement made to the State under this Contract must not be financed by any source other than the State under the terms of this Contract. If funding is received through any other source, the Grantee agrees to delete from Grantee's billings, or to immediately refund to the State, the total amount representing such duplication of funding.

XVIII. COMPENSATION

(A) A breakdown of costs allowed under this Contract is identified in Appendix A. The State will pay the Grantee a total amount not to exceed the amount on page 1 of this Contract, in accordance with Appendix A, and only for expenses incurred and paid. All other costs necessary to complete the project are the sole responsibility of the Grantee.

(B) Expenses incurred by the Grantee prior to the Start Date or after the End Date of this Contract are not allowed under the Contract, unless otherwise specified in Appendix A.

(C) The State will approve payment requests after approval of reports and related documentation as required under this Contract.

(D) The State reserves the right to request additional information necessary to substantiate payment requests.

(E) Payments under this Contract may be processed by Electronic Funds Transfer (EFT). The Grantee may register to receive payments by EFT at the SIGMA Vendor Self-Service website (<http://www.michigan.gov/sigmavss>).

(F) An amount equal to ten percent (10%) of the grant award will be withheld by the State until the project is completed in accordance with Section XIX, Closeout, and Appendix A.

XIX. CLOSEOUT

(A) A determination of project completion, which may include a site inspection and an audit, shall be made by the State after the Grantee has met any match obligations, satisfactorily completed the activities, and provided products and deliverables described in Appendix A.

(B) Upon issuance of final payment from the State, the Grantee releases the State of all claims against the State arising under this Contract. Unless otherwise provided in this Contract or by State law, final payment under this Contract shall not constitute a waiver of the State's claims against the Grantee.

(C) The Grantee shall immediately refund to the State any payments in excess of the costs allowed by this Contract.

XX. CANCELLATION

This Contract may be canceled by the State, upon 30 days written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the Grantee, or upon mutual agreement by the State and Grantee. The State may honor requests for just and equitable compensation to the Grantee for all satisfactory and eligible work completed under this Contract up until 30 days after written notice, upon which time all outstanding reports and documents are due to the State and the State will no longer be liable to pay the grantee for any further charges to the grant.

XXI. TERMINATION

(A) This Contract may be terminated by the State as follows.

(1) Upon 30 days written notice to the Grantee:

- a. If the Grantee fails to comply with the terms and conditions of the Contract, or with the requirements of the authorizing legislation cited on page 1, or the rules promulgated thereunder, or other applicable law or rules.

- b. If the Grantee knowingly and willingly presents false information to the State for the purpose of obtaining this Contract or any payment under this Contract.
 - c. If the State finds that the Grantee, or any of the Grantee's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of the State in an attempt to secure a subcontract or favorable treatment in awarding, amending, or making any determinations related to the performance of this Contract.
 - d. If the Grantee or any subcontractor, manufacturer, or supplier of the Grantee appears in the register of persons engaging in unfair labor practices that is compiled by the Michigan Department of Licensing and Regulatory Affairs or its successor.
 - e. During the 30-day written notice period, the State shall withhold payment for any findings under subparagraphs a through d, above and the Grantee will immediately cease charging to the grant and stop earning match for the project (if applicable).
- (2) Immediately and without further liability to the State if the Grantee, or any agent of the Grantee, or any agent of any subcontract is:
- a. Convicted of a criminal offense incident to the application for or performance of a State, public, or private contract or subcontract;
 - b. Convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees;
 - c. Convicted under State or federal antitrust statutes; or
 - d. Convicted of any other criminal offense that, in the sole discretion of the State, reflects on the Grantee's business integrity.
 - e. Added to the federal or state Suspension and Debarment list.

(B) If a grant is terminated, the State reserves the right to require the Grantee to repay all or a portion of funds received under this Contract.

XXII. IRAN SANCTIONS ACT

By signing this Contract the Grantee is certifying that it is not an Iran-linked business, and that its contractors are not Iran-linked businesses, as defined in MCL 129.312.

XXIII. ACCESS AGREEMENTS

A voluntary access agreement or court-ordered access must be secured by the Grantee prior to performance of the scope of work described in Appendix A for any portion of the project area or property where grant activities will be undertaken and that is not owned by the Grantee. Evidence of access must be provided to the State at its request.

XXIV. GRANT ADMINISTRATION

The use of a Grant Administrator to review work plans, reports, and other documents prepared by the Contractor(s), review invoices, write project status reports, and coordinate project activities and communications is eligible for reimbursement conditional upon the State's approval of a scope of work and budget prior to incurring grant administration costs. Grant administration costs will be limited to three percent (3%) [ten percent (10%) (for areawides only)] of the total grant amount.

XXV. INELIGIBLE EXPENSES

Although the following costs may be related to the scope of work described in Appendix A, the following are ineligible for reimbursement under the grant:

Office equipment; software; insurance, except liability insurance required pursuant to this Contract; taxes, except sales taxes; replacement or purchase of equipment; drinking water supply replacement, defined as but is not limited to, providing bottled water, constructing a new well, and extending or constructing a water supply system ; operation and maintenance, defined as the activities necessary to provide for continued effectiveness and integrity of a response activity after construction of the response activity means or measures. The term includes activities such as groundwater removal and treatment; restoration of property or infrastructure, unless included in Appendix A; fees for attorneys or legal advice; grant recipient staff time for application submittal; costs incurred for environmental activities under a local Brownfield Redevelopment Authority Plan; costs incurred for activities outside a State-approved work plan; labor overtime; and training. Travel costs for either vehicle use or vehicle mileage will be reimbursed, but not both. Vehicle mileage will be reimbursed at a maximum of the federal rate allowed by the Internal Revenue Service at the time the costs are incurred. Fees, such as those incurred for state or local permits; underground storage tank registration; late fees; or other fees may be eligible at the State's discretion. Other expenses may be determined ineligible in the course of invoice reviews.

XXVI. BIDS, CONTRACTORS

(A) For contracts over \$20,000, the Grantee shall provide, or cause to be provided, the qualifications of the selected contractor(s) to the State. The State reserves the right to object to the selected contractor(s) or their qualifications. If the State has objections, it will inform the Grantee in writing within 30 days of receipt of the selected contractor's qualifications.

(B) For any contract over \$20,000, except professional services, the Grantee shall solicit, or cause to be solicited, bids from at least three qualified contractors. The Grantee shall provide to the State, copies of all bids received. If the contractor that submitted the lowest bid is not the contractor selected, the Grantee must submit written justification for the selection.

(C) Any contractor(s) retained for corrective action on regulated underground storage tanks shall be a qualified underground storage tank consultant that meets the requirements of Section 21325 of Part 213, Leaking Underground Storage Tanks of the NREPA.

(D) Any contractor(s) retained for asbestos abatement shall possess appropriate qualifications to perform asbestos abatement.

(E) Contractor markup on subcontractors and equipment is limited to a maximum of ten percent (10%) of the original cost, and subject to approval by the State.

XXVII. WORK PLANS AND PROJECT IMPLEMENTATION

(A) Prior to conducting any activities except property acquisition under the Contract, the Grantee or its contractor shall submit a detailed work plan to the State for its approval. Work plans must include a description of the proposed activities, a budget, and a schedule for conducting the activities under Appendix A. A supplementary work plan, budget, and schedule are required for each subsequent phase of work. The Grantee and its contractor shall not proceed with grant-funded activities until the State approves the work plan, budget, and schedule in writing. The State may approve, modify and approve, or require amendments to the work plan.

(B) The Grantee or its contractor shall implement the work plan upon the State's written approval and according to the schedules contained therein. Changes or additions to the work plan may be submitted in writing and are subject to approval by the State. Changes to work plans without prior approval from the State, or performance of activities that are not part of an approved work plan or an amendment to a work plan, are considered ineligible expenses and may result in the Grantee being responsible for payment of unapproved activities.

XXVIII. ECONOMIC DEVELOPMENT

(A) The Grant Recipient acknowledges by its signature of this Contract that there have been no material changes in the economic development proposal, property ownership, or other conditions of the property or project since the date the grant funds were awarded.

(B) In the event the proposed development changes or is not implemented, the Grantee shall immediately notify the State in writing and shall secure a new development project for the property within six (6) months after such notification. The Grantee shall then notify the State in writing of the proposed development. The alternate development project is also subject to approval by the State.

XXIX. OTHER TERMS AND CONDITIONS

(A) The State may withhold the grant until the State determines that the Grantee is able to proceed with the project scope described in Appendix A, pursuant to Part 196, Section 19612(3), of the NREPA.

(B) Following completion of the project, the State may conduct annual compliance inspections for two (2) years to determine whether the project is being maintained for the use specified in this Contract.

(C) The Grantee acknowledges, by signature of this Contract, that the State is not obligated to provide additional funding for this project. The Grantee shall assume responsibility for any additional environmental activity costs necessary to complete the project in excess of the approved Grant.

(D) If necessary to allow for completion of the project, the Grantee and State may mutually agree to extend the term of the contract. Contract extensions should be requested by the Grantee or the State in writing, prior to the contract end date. The term of the contract may be extended up to a maximum of four additional 1-year periods. This contract may only be extended by a signed agreement between both parties.

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-27

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

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

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

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves and authorizes the Mayor to sign a permit (attached as Exhibit B) for a fireworks display at the Portland Public School High School Football Field as a part of a fourth of July celebration on Tuesday, July 3, 2018, subject to the Chamber and Pyrotechnics company providing proof of insurance and Melrose Pyrotechnics, Inc. locating the mortar firing area to comply with the requirements of the National Fire Protection Association 1123 Code for Fireworks Displays (e.g. the minimum separation distance between the mortar firing area and spectators shall be 70 feet for each inch of internal mortar diameter; the secure diameter of the firing site shall be twice that distance, and fire department personnel and vehicles must be at the display site perimeter) and Act 358 of the Public Acts of Michigan of 1968, as amended.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: April 2, 2018

Monique I. Miller, City Clerk

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

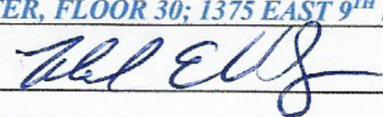
2018

Authority: 1988 PA 358 Compliance: Voluntary Penalty: Permit will not be issued	The Department of Energy, Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, material status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the American with Disabilities Act, you may make your needs known to this agency.
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<input checked="" type="checkbox"/> PUBLIC DISPLAY	<input type="checkbox"/> AGRICULTURAL PEST CONTROL	Date of Application <i>03/9/18</i>
Name of Applicant <i>MELROSE PYROTECHNICS, INC.</i>	Address <i>P.O. BOX 302, KINGSBURY, IN 46345</i>	Age (18 or over)
If a Corporation, Name of President <i>MICHAEL CARTOLANO</i>	Address <i>P.O. BOX 302, KINGSBURY, IN 46345</i>	
If a Non-resident Applicant: Name of MI Attorney or Resident Agent <i>MIKE VAN LOO</i>	Address <i>9019 W. BELDING RD, SUITE 3, BELDING, MI 48809</i>	Phone No. <i>(616) 794-0205</i>
Name of Pyrotechnic Operator <i>MIKE VAN LOO</i>	Address <i>P.O. BOX 123, BELDING, MI 48809</i>	Age (18 or over) <i>49</i>
No. Years Experience No. Displays <i>30 YEARS 500+</i>	Where <i>MICHIGAN, ILLINOIS, INDIANA</i>	
Name of Assistant: <i>RODNEY LOPER</i>	Address <i>P.O. BOX 123, BELDING, MI 48809</i>	Age <i>47</i>
Name of Other Assistant: <i>BRIAN LOPER</i>	Address <i>P.O. BOX 123, BELDING, MI 48809</i>	Age <i>51</i>
Exact Location of Proposed Display <i>Portland High School Football Field</i>		
Date of Proposed Display <i>July 3, 2018</i>		Time of Proposed Display <i>Dusk</i>

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

Manner & Place of Storage Prior to Display (Subject to Approval of Local Fire Authorities)
NO STORAGE NECESSARY, DELIVERED ON DATE OF DISPLAY

Amount of Bond of Insurance (to be set by local gov't) <i>\$5,000,000.00</i>	Name of Bonding Corporation or Insurance Company <i>BRITTON-GALLAGHER & ASSOCIATES</i>
Address of Bonding Corporation or Insurance Company <i>ONE CLEVELAND CENTER, FLOOR 30; 1375 EAST 9TH STREET, CLEVELAND, OHIO 44114</i>	
Signature of Applicant  <i>For Melrose Pyrotechnics, Inc.</i>	

SEE OTHER SIDE FOR INSTRUCTIONS

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

2018

Authority: 1988 PA 358 Compliance: Voluntary Penalty: Permit will not be issued	The Department of Energy, Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, material status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the American with Disabilities Act, you may make your needs known to this agency.
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This permit is not transferable. It authorizes the resident wholesale dealer or jobber named below to have in his or her possession fireworks of any type, for sale only to holders of permits for public display or agriculture control.

PUBLIC DISPLAY
 AGRICULTURAL PEST CONTROL

Issued To <i>MELROSE PYROTECHNICS, INC.</i>		Age (18 or over)
Address <i>P.O. BOX 123, 9019 W. BELDING RD. SUITE 3, BELDING, MI 48809</i>		
Name of Organization, Group, Firm, or Corporation <i>Portland Chamber of Commerce</i>		
Address, <i>P.O. BOX 303 Portland, Michigan 48875</i>		
Number and Types of Fireworks <i>Approximately 1200 aerial display shells ranging in size from 1 1/4 inches to 5 inches in diameter.</i>		
Exact Location of Display <i>Portland High School Football Field</i>		
City, Village, Township <i>Portland</i>	Date <i>July 3, 2018</i>	Time <i>Dusk</i>
Bond or Insurance Filed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Amount <i>\$5,000,000.00</i>

Issued by action of the council commission board of the
 city village township of _____
(Name of City, Village, Township)
 on the _____ day of _____,

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

Portland Chamber of Commerce
5" Shells; Up to 3" Angles

Portland High School; 1100 Ionia Rd, Portland, MI
MVL 1/22/13



Operator: Center of Setup area is 50' South from Tree line and 25' West from edge of soccer field.

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-28

**A RESOLUTION APPROVING THE PURCHASE OF PLAYGROUND
EQUIPMENT FOR ALTON PARK AND BRUSH STREET PARK FOR THE
PARKS DEPARTMENT**

WHEREAS, the City and the Parks Department have been working to prioritize the replacement of aging playground equipment throughout the various parks within the City; and

WHEREAS, the Parks and Recreation Director has identified the priority to replace the swing sets at Alton and Brush Street Parks and is recommending the City purchase swing sets from GameTime in the amount of \$13,034.68, a copy of the estimate and memo from the Director is attached as Exhibit A; and

WHEREAS, the City Manager and Parks Director recommended that the City Council approve the purchase of playground equipment for Alton and Brush Street Parks from GameTime in the amount of \$13,034.68, a copy of the estimate and memo from the Director is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the purchase of playground equipment for Alton and Brush Street Parks from GameTime in the amount of \$13,034.68, a copy of the estimate and memo from the Director 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: April 2, 2018

Monique I. Miller, City Clerk



GameTime c/o Sinclair Recreation
PO Box 1409
Holland, MI 49422-1409
Ph: 800-444-4954
Fax: 616-392-8634

QUOTE
#71354

03/15/2018

Swings

City of Portland
 Attn: Neil Brown
 301 S. Wayne St.
 Portland, IN 47371
 Phone: 517-647-7985
 nbrown@portland-michigan.org

Project #: P56773
 Ship To Zip: 47371

Quantity	Part #	Description	Unit Price	Amount
1	12583	Game Time - Ada Primetime Swing Frame, 3 1/2" Od	\$1,150.00	\$1,150.00
3	12584	Game Time - Ada Primetime Swing Aab, 3 1/2" Od	\$711.00	\$2,133.00
8	8910	Game Time - Belt Seat 3 1/2"Od(8910)	\$233.00	\$1,864.00
1	12583	Game Time - Ada Primetime Swing Frame, 3 1/2" Od	\$1,150.00	\$1,150.00
1	12584	Game Time - Ada Primetime Swing Aab, 3 1/2" Od	\$711.00	\$711.00
1	5152	Game Time - Pt Solo Add-A-Bay 3 1/2" X 8'	\$670.00	\$670.00
4	8910	Game Time - Belt Seat 3 1/2"Od(8910)	\$233.00	\$932.00
1	5128	Game Time - Expression Swing 3 1/2" X 8'	\$1,309.00	\$1,309.00
1	INSTALL	Installation - Install of Both swings	\$2,525.00	\$2,525.00

Pricing does not include any surfacing
 Contract: USC

SubTotal: \$12,444.00
 Discount: (\$420.72)
 Freight: \$1,011.40
Total Amount: \$13,034.68

THIS QUOTATION IS SUBJECT TO POLICES IN THE CURRENT GAMETIME PARK AND PLAYGROUND CATALOG AND THE FOLLOWING TERMS AND CONDITIONS. OUR QUOTATION IS BASED ON SHIPMENT OF ALL ITEMS AT ONE TIME TO A SINGLE DESTINATION, UNLESS NOTED, AND CHANGES ARE SUBJECT TO PRICE ADJUSTMENT. PURCHASES IN EXCESS OF \$1,000.00 TO BE SUPPORTED BY YOUR WRITTEN PURCHASE ORDER MADE OUT TO GAMETIME, C/O SINCLAIR RECREATION.

NOTE: PRICING DOES NOT INCLUDE ANY DAVIS BACON OR PREVAILING WAGE RATES UNLESS SPECIFICALLY IDENTIFIED ABOVE IN QUOTE.

Pricing: f.o.b. factory, firm for 30 days from date of quotation.
 Sales Tax will be added at time of invoicing unless a tax exempt certificate is provided at the time of order entry.

Payment terms: Net 30 days for tax supported governmental agencies. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.

Shipment: Order shall ship within 30-45 days after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required.

Installation: Shall be by a Certified GameTime Installer. Customer shall be responsible for scheduling coordination and site preparation. Site should be level and permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional labor or material costs. Payment terms for installation is Net 10 Days.



GameTime c/o Sinclair Recreation
PO Box 1409
Holland, MI 49422-1409
Ph: 800-444-4954
Fax: 616-392-8634

QUOTE
#71354

03/15/2018

Swings

Acceptance of quotation:

Proposed By Sarah Sahtoe: _____

Accepted By (printed): _____

P. O. No: _____

Signature: _____

Date: _____

Title: _____

Phone: _____

Facsimilie: _____

Purchase Amount: **\$13,034.68**

Required Order Information:

Bill To: _____

Ship To: _____

Contact: _____

Contact: _____

Address: _____

Address: _____

Address: _____

Address: _____

City, State, Zip: _____

City, State, Zip: _____

Tel: _____

Tel: _____

COLOR SELECTIONS: _____

SALES TAX EXEMPTION CERTIFICATE #: _____ (PLEASE PROVIDE A COPY OF CERTIFICATE)

NOTE: PRICING DOES NOT INCLUDE ANY DAVIS BACON OR PREVAILING WAGE RATES UNLESS SPECIFICALLY IDENTIFIED ABOVE IN QUOTE.



March 28, 2018

The Parks & Recreation Department would like to purchase swing sets to replace the units currently in place at Alton Park and Brush Street Park.

Alton Park currently has two swing sets next to each other, both of which can accommodate four users each. The swing sets are mismatched in both color and height and one of the units has a bent pole. The swing set that we would like to purchase to replace these will be a single unit to provide a uniform look and will still allow for up to eight users at a time. A rendering of the swing set can be seen in the attached picture labeled Alton Park.

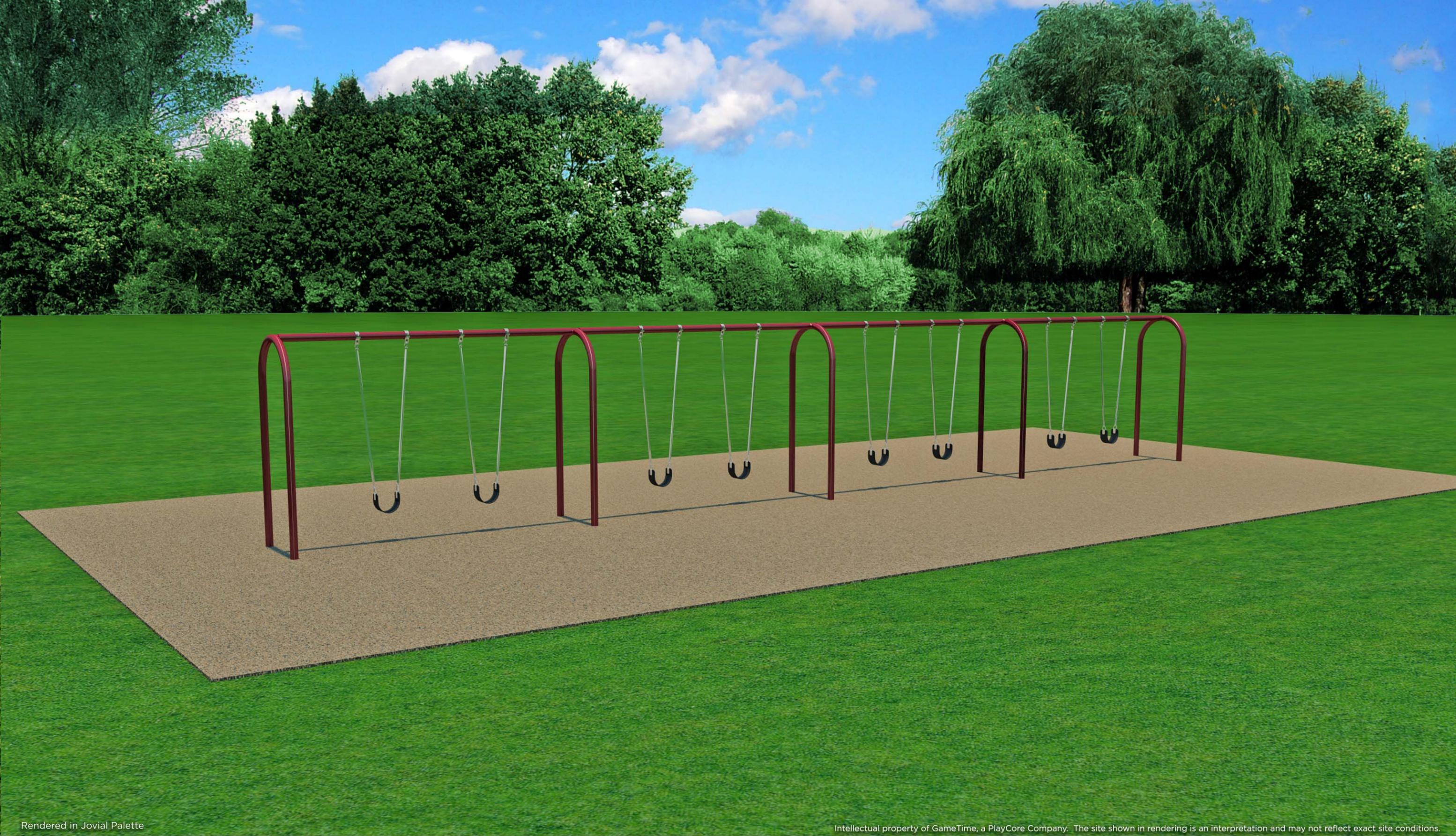
Brush Street Park currently has one swing set that can accommodate four users at a time. The unit that we would like to purchase would not only allow for four users, but would include a fifth swing called an Expression Swing. The Expression Swing combines a traditional swing with a toddler swing allowing a parent and toddler to swing together. This set would allow us to replace the current, older unit with one that will pair well with the playground structure. It will also provide the opportunity for a unique experience with the addition of the Expression Swing. A rendering of the unit can be seen in the attached picture labeled Brush Street Park.

The swing sets are produced by GameTime and distributed by Sinclair Recreation. GameTime is the exclusive provider of the Expression Swing which is our preferred combination swing due to its ability to be used as just a toddler swing if the parent chooses not to swing with the toddler. The combination swings provided by other vendors are not as versatile as the Expression Swing.

Due to GameTime being the exclusive provider of the Expression Swing it is recommended that the swing sets for both Alton and Brush St. Park be purchased from GameTime. This will provide a uniform look for the units as allow for more efficient and discounted delivery. The cost for the purchase, delivery, and installation is \$13,034.68. Please see the attached quote for more detail.

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

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



Rendered in Jovial Palette

Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions.

City of Portland Swing Area

Alton Park



www.gametime.com



www.sinclair-rec.com



Rendered in Jovial Palette

Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions.

City of Portland
Swing Area
2 Bay PT with Solo Bay
Brush Street Park



www.gametime.com



www.sinclair-rec.com

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, March 19, 2018

In Council Chambers at City Hall

Present: Mayor Barnes; Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Baldyga and Johnston; City Manager Gorman; City Finance Officer Kinde; Electric Superintendent Hyland; Electric Department Employees Honsowitz, Wernet, and Scheurer; Ambulance Director Gensterblum; Paramedic Waltersdorf; Police Chief Thomas

Guests: Mike Kapcia; Jon Moxey of Fleis & VandenBrink; Amy DeLeeuw and Patrick Deven of the Michigan Public Power Agency; Kathy Parsons, City Representative to the Portland Area Fire Authority; Tim Krizov, Chief of the Portland Area Fire Authority; Dave Donbrock, Assistant Chief of the Portland Area Fire Authority; Mark Ackerson, Chair of the Portland Area Fire Authority; William Heath, Superintendent of Portland Public Schools; Kevin Robydek, Principal of Portland Middle School; Bill Almy, Commander of VFW Post 4090; Senior Vice Commander David Reed of VFW Post 4090; Jake Schafer, Marie Schafer, Glen Schafer, Brittany Waltersdorf; Carrie Platte; Greg Skeide; Jason Miller; Bill Stegenga; Roy & Cena Schneider; Kimberly Patrick-Chapman; Tommy Klepac; Doug Logel, Jr.; Chad Weiler; Nick Martin; Doug, Charlsie, Keller and Ivan Abel

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

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

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

There was no General Public Comment.

Mayor Barnes opened the floor for public comment on the Michigan Natural Resources Trust Fund Grant Application for improvements to Will Toan Park.

Mr. Moxey of Fleis & VandenBrink presented information on the project and the application which is due April 1, 2018.

There was no Public Comment.

Under City Manager Report, City Manager Gorman explained that the Toan Park Improvement Project is expected to be a joint effort between the City and the DDA.

The City Council recently approved the revised Donation Agreement with ADM Alliance Nutrition for the property at the corner of Divine Hwy. and Grand River Ave. The updated Phase I Environmental Assessment is currently underway; nothing new is expected to be found. When this is completed the closing on the property can take place.

The City and Sparrow closed on the 5 acres along Cutler Rd. that Sparrow is purchasing. The City is now working with engineers to design the road that will be the access for the new Sparrow facility as well as other developments on the property as they occur. The project is expected to put out for bid in the next month with construction of the road to take place this summer.

As weather permits the top course of pavement, final restorations, and punch lists items will be completed on the James Street Improvement Project.

The City is engaged in the DNR Acquisition process for the area around the Rivers Edge Condos near the Bandshell at Two Rivers Park. An appraiser has been hired to appraise the property which will then be submitted to the DNR. The process will be coming to a close soon.

The City recently received a Wellhead Protection Grant to continue preserving the wellhead areas to ensure safe drinking water.

The City continues to work with Portland Public Schools and St. Patricks School on the Safe Routes to school program. The goal is to submit a plan and grant application this summer which would include a new traffic signal at Grand River Ave. and West St.

The Planning Commission met Wednesday, March 14, 2018 and reapproved a request for a Special Land User Permit for the property at 738 E. Grand River Ave. to construct a 1,198 square foot addition to the existing 1,804 square foot motor vehicle repair garage known as Muffler Man. They expect to break ground on the project relatively soon.

Under Presentations, Commander Bill Almy recognized Jacob Schafer as VFW Post 4090 EMT of the Year and Zach Waltersdorf as VFW Post 4090 Firefighter of the Year.

Mayor Barnes presented Mike Kapcia with a proclamation recognizing his retirement and honoring his over 26 years of service to the City of Portland Electric Department.

Portland Public Schools Superintendent Will Heath presented information on the upcoming Bond Proposal that will be voted on at the Election on May 8, 2018.

Mark Ackerson, Chair of the Portland Area Fire Authority, and Fire Chief Krizov presented information on their plan to replace a pumper truck in keeping with their vehicle replacement plan.

Patrick Devon of the Michigan Public Power Agency (MPPA) presented information and the requirements of the Voluntary Green Pricing (VGP) Program which will allow customers to attribute a portion of their electrical usage to renewable energy.

There was discussion.

Under New Business, the First Reading of Ordinance 101K to Amend Chapter 40 of the Code of Ordinances to provide rates for Renewable Energy Purchases through the VGP Program and adjust the formula for the Power Cost Adjustment (PCA) factor.

Electric Superintendent Hyland explained that one of the plants that supplies electricity to the City of Portland through the MPPA was recently paid off. This reduces the cost of energy by approximately

\$16,000 per month and ultimately would reduce the PCA factor. Superintendent Hyland explained that adjusting the formula for the PCA would allow those funds to still be captured to be used for improvements recommended by the study completed by GRP Engineering that total almost \$3 million.

There was discussion.

The Council considered Resolution 18-16 to approve the adoption of the Voluntary Green Pricing (VGP) Program for the City of Portland contingent on the approval by the Board of Light and Power at its meeting on March 20, 2018 as required by Public Act 342, Section 61. The VGP Program will allow customers to specify the amount of electricity they would like to attribute that will be renewable energy.

Motion by Baldyga, supported by Johnston, to approve Resolution 18-16 approving the adoption of the Voluntary Green Pricing (VGP) Program for the City of Portland contingent upon the approval of the Board of Light and Power.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 18-17 to revise the Power Cost Adjustment (PCA) Formula for the City of Portland contingent on the approval by the Board of Light and Power at its meeting on March 20, 2018. Due to the recent elimination of the debt service related to the Belle River Coal Plant, there is an opportunity to reallocate approximately \$16,784.00 per month to the electric fund for future projects and goals.

Motion by Fitzsimmons, supported by Baldyga, to approve Resolution 18-17 approving a revision to the Power Cost Adjustment (PCA) Formula for the City of Portland contingent upon the approval of the Board of Light and Power.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 18-18 to approve submission of a MDNR MNRTF Grant Application for improvements to William Toan Park as identified in the Portland Five Year Parks and Recreation Plan 2018-2022.

Motion by Johnston, supported by Fitzsimmons, to approve Resolution 18-18 for submission of a MDNR MNRTF Grant Application.

Yeas: Johnston, Fitzsimmons, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 18-19 to authorize the City Manager to sign a contract with AT&T for telephone service which will result in savings of almost \$13,000 over the previous year.

Motion by VanSlambrouck, supported by Baldyga, to approve Resolution 18-19 approving, authorizing, and directing the City Manager to sign a contract with AT&T for telephone service.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 18-20 to approve Michigan Pavement Markings LLC's bid for 2018 street painting in the amount of \$12,217.00.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 18-20 approving Michigan Pavement Markings LLC's bid for 2018 Street Painting.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Baldyga, Barnes

Nays: None

Adopted

The Council considered Resolution 18-21 to approve participating in the State Bid process for winter road salt for 2018-2019.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 18-21 approving participation in the State Bid Process for Winter Road Salt for 2018-2019.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

Motion by Fitzsimmons, supported by Baldyga, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on March 5, 2018, payment of invoices in the amount of \$74,628.09 and payroll in the amount of \$112,332.67 for a total of \$186,960.76. There were no purchase orders over \$5,000.00.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Under City Manager Comments, tonight was an excellent opportunity to recognize so many members that serve the community of Portland.

This year's Community Clean Up day will take place on Saturday, May 5, 2018 from 7:00 a.m. to 3:00 p.m. at the DPW compound. Hazardous waste will also be collected the same day at the Fire Department.

Under Council Comments, Council Member Baldyga noted that there are many ways to get involved in all the things that are currently happening in the City of Portland.

Mayor Barnes commented on all of the exciting developments in the City of Portland that will have a significant impact on Portland's downtown over the next few years.

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

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

Meeting adjourned at 8:28 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the March 19, 2018 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 Finance Officer Kinde; Electric Superintendent Hyland; Electric Department Employees Honsowitz, Wernet, and Scheurer; Ambulance Director Gensterblum; Paramedic Waltersdorf; Police Chief Thomas

Public Comment Period on the Michigan Natural Resources Trust Fund Grant Application for improvements to Will Toan Park.

Presentation – Commander Bill Almy recognized Jacob Schafer as VFW Post 4090 EMT of the Year and Zach Waltersdorf as VFW Post 4090 Firefighter of the Year.

Presentation – Mayor Barnes presented Mike Kapcia with a proclamation recognizing his retirement and honoring his over 26 years of service to the City of Portland Electric Department.

Presentation – Portland Public Schools Superintendent Will Heath presented information on the upcoming Bond Proposal that will be voted on at the Election on May 8, 2018.

Presentation - Mark Ackerson, Chair of the Portland Area Fire Authority, and Fire Chief Krizov presented information on their plan to replace a pumper truck in keeping with their vehicle replacement plan.

Presentation - Patrick Devon of the Michigan Public Power Agency (MPPA) presented information and the requirements of the Voluntary Green Pricing (VGP) Program which will allow customers to attribute a portion of their electrical usage to renewable energy.

First Reading of Ordinance 101K to Amend Chapter 40 of the Code of Ordinances to provide rates for Renewable Energy Purchases through the VGP Program and adjust the formula for the Power Cost Adjustment (PCA) factor.

Approval of Resolution 18-16 approving the adoption of the Voluntary Green Pricing (VGP) Program for the City of Portland contingent upon the approval of the Board of Light and Power. All in favor. Adopted.

Approval of Resolution 18-17 approving a revision to the Power Cost Adjustment (PCA) Formula for the City of Portland contingent upon the approval of the Board of Light and Power. All in favor. Adopted.

Approval of Resolution 18-18 for submission of a MDNR MNRTF Grant Application. All in favor. Adopted.

Approval of Resolution 18-19 approving, authorizing, and directing the City Manager to sign a contract with AT&T for telephone service. All in favor. Adopted.

Approval of Resolution 18-20 approving Michigan Pavement Markings LLC's bid for 2018 Street Painting. All in favor. Adopted.

Approval of Resolution 18-21 approving participation in the State Bid Process for Winter Road Salt for 2018-2019. All in favor. Adopted.

Approval of the Consent Agenda. All in favor. Adopted.

Adjournment at 8:28 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
AlcoPro, Inc.	01114	PBT STRAWS - POLICE	110.00
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET - PARKS	90.00
APPLIED IMAGING	02493	NEW COPIER - ELECTRIC	4,870.00
APPLIED IMAGING	02493	NEW COPY MACHINE - POLICE, AMBULANCE	1,480.00
APPLIED IMAGING	02493	NEW COPIER - GENERAL RES #18-10	10,150.00
BS&A SOFTWARE	00029	CEMETERY MGNT PROGRAM - CEMETERY	2,920.00
BOUND TREE MEDICAL LLC.	01543	EMS SUPPLIES - AMBULANCE	494.26
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMB	73.06
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMB	270.58
GRAPHIC EQUIPMENT CORPORATION	02328	SUPPLIES - WASTE WTR	837.80
CLARK HILL PLC	01422	LEGAL SERVICE - GENERAL	954.00
CONSUMERS ENERGY	00095	GAS - ELECTRIC	989.22
CONSUMERS ENERGY	00095	GAS - WASTE WTR	24.48
CONSUMERS ENERGY	00095	GAS - PARKS	75.87
CONSUMERS ENERGY	00095	GAS - CITY HALL	568.43
CONSUMERS ENERGY	00095	GAS - PARKS	83.17
CONSUMERS ENERGY	00095	GAS - MTR POOL	219.71
CONSUMERS ENERGY	00095	GAS - WASTE WTR	19.94
CONSUMERS ENERGY	00095	GAS - WASTE WTR	1,006.40
CULLIGAN	02130	WATER - POLICE	16.50
CULLIGAN	02130	WATER - CITY HALL	13.00
DIRECT METALS	MISC	PLANK GRATING - WASTE WATER	640.00
ELHORN ENGINEERING	00139	EL-CHLOR CARBOY - WATER	484.50
FAMILY FARM & HOME	01972	BATTERY - MTR POOL	11.35
FLEIS & VANDENBRINK	00153	SAFE ROUTES TO SCHOOL - GENERAL	516.95
FLEIS & VANDENBRINK	00153	SPARROW IMPROVEMENTS - LOC STS RES #17-85	7,401.29
FLEIS & VANDENBRINK	00153	KENT ST COST ESTIMATE - MAJ ST	269.60
GRAINGER, INC.	00172	HYDRANT WRENCH - WATER	39.46
INDEPENDENT BANK	00197	BOND & REDEMPTION FUND - ELECTRIC	9,300.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
IONIA COUNTY CENTRAL DISPATCH	01807	MAINT/SUPPORT TALON - POLICE	135.00
I.T. RIGHT	02440	NEW FIREWALL AT DPW - WATER, MTR POOL	944.49
KATHY'S CLEANING	01684	CLEANING SERVICE - CITY HALL	900.00
KEYSER INSURANCE GROUP	02447	HR WEBSITE ANNUAL - GENERAL	1,500.00
MICHAEL R. KLUCK & ASSOCIATES	02405	LEGAL SERVICES - GENERAL	821.04
LANSING UNIFORM COMPANY	00962	UNIFORM SHIRT - POLICE	49.95
LITE'S PLUS	00243	LED FIXTURES - MTR POOL	70.00
LITE'S PLUS	00243	LED FIXTURES - MTR POOL	70.00
LITE'S PLUS	00243	GARAGE LIGHTS - POLICE	250.00
MAMC	01580	MAMC DUES - CEMETERY	35.00
METTLER TOLEDO	01938	ANNUAL PREVENTATIVE MAINT - WASTE WTR	322.97
MICHIGAN COMPANY, INC.	00273	BATHROOM PAPER TOWEL - CITY HALL	151.88
MICHIGAN ASSN OF CHIEFS POLICE	00266	CONFERENCE - POLICE	240.00
MICHIGAN CAT	01920	PARTS - MTR POOL	276.36
MICHIGAN ELECTION RESOURCES	00278	VOTER REGISTRATION APPS - ELECTIONS	25.50
MICHIGAN ELECTION RESOURCES	00278	SCHOOL BOARD ELECTION SUPPLIES - ELECTIONS	673.40
MICHIGAN LAW ENFORCEMENT TRAINING	02415	MI POLICE CIVIL LIABILITY - POLICE	500.00
MUNICIPAL SUPPLY CO.	00324	WHITE FLAGS - ELECTRIC	280.00
NORTH CENTRAL LABORATORIES	00959	SUPPLIES - WASTE WTR	447.89
NORTH CENTRAL LABORATORIES	00959	SUPPLIES - WASTE WTR	324.49
PURITY CYLINDER GASES, INC.	00380	OXYGEN - AMB	159.75
ROCHESTER CREATIONS	02359	EMBROIDERY - AMBULANCE	468.00
STEVE'S METER SERVICE	00442	BOXES OF METER SEALS - ELECTRIC	655.00
STAR THOMAS	01654	PHONE REIMB, POSTAGE REIMB - POLICE	51.65
VILLAGE LAUNDRY	01490	UNIFORM CLEANING - POLICE	66.00
WOW! INTERNET-CABLE PHONE	02132	INTERNET, PHONE - POLICE, COMM PROMO, AMB	578.66
RICHARD WALLACE	MISC	ENERGY OPTZ - ELECTRIC	165.00
MARGERY BRIGGS	MISC	ENERGY OPTZ - ELECTRIC	265.00
RODNEY BURHANS	MISC	ENERGY OPTZ - ELECTRIC	150.00

Date: 03/28/18

CITY OF PORTLAND INVOICE REGISTER

Page: 3

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
EDWARD FILTER	MISC	ENERGY OPTZ - ELECTRIC	15.00
ASHLEY HALFMAN	MISC	REFUND - REC	25.00
VISSER APPRAISALS, LTD	MISC	APPRAISAL MDNR ACQUISITION - PARKS	4,250.00
MPH INDUSTRIES INC.	MISC	SPEED TRAILER - POLICE RES 17-97	5,130.00
CONSUMERS ENERGY	00095	GAS - WATER	34.96
Total:			\$63,961.56

**BI-WEEKLY
WAGE REPORT
March 26, 2018**

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	TOTAL CURRENT PAYROLL	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	10,033.69	189,454.93	2,299.87	55,436.85	12,333.56	244,891.78
ASSESSOR	1,174.05	20,518.36	108.95	2,144.52	1,283.00	22,662.88
CEMETERY	1,223.09	57,276.65	153.02	14,950.60	1,376.11	72,227.25
POLICE	12,507.39	274,494.55	2,901.63	87,925.45	15,409.02	362,420.00
CODE ENFORCEMENT	609.78	14,389.68	87.16	2,694.64	696.94	17,084.32
PARKS	1,321.66	36,630.65	205.87	6,838.95	1,527.53	43,469.60
INCOME TAX	1,907.93	39,552.62	544.03	16,295.95	2,451.96	55,848.57
MAJOR STREETS	3,844.19	69,212.75	802.72	31,537.32	4,646.91	100,750.07
LOCAL STREETS	2,554.55	61,127.95	573.30	28,280.74	3,127.85	89,408.69
RECREATION	2,156.71	32,388.94	323.35	8,812.70	2,480.06	41,201.64
AMBULANCE	12,366.21	237,988.02	1,904.16	47,171.77	14,270.37	285,159.79
DDA	2,139.50	47,838.83	306.90	8,304.07	2,446.40	56,142.90
ELECTRIC	21,751.28	357,036.80	2,823.92	110,873.14	24,575.20	467,909.94
WASTEWATER	8,999.98	192,654.54	1,247.87	62,544.67	10,247.85	255,199.21
WATER	4,787.39	103,496.11	1,314.21	41,795.10	6,101.60	145,291.21
MOTOR POOL	2,587.76	54,003.19	614.47	26,178.20	3,202.23	80,181.39
TOTALS:	89,965.16	1,788,064.57	16,211.43	551,784.67	106,176.59	2,339,849.24

**BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 3/27/18
MEETING DATE 4/2/18**

Fund	Description	Beginning Balance 3/16/18	Total Cash in	Total Cash out	Cash Balance 3/27/18	Time Certificates	Ending Balance 3/27/18	
101	GENERAL FUND	2,537,596.51	48,228.55	(152,966.44)	2,432,858.62	235,000.00	2,667,858.62	
105	INCOME TAX FUND	58,141.74	2,451.96	(4,946.66)	55,647.04	10,000.00	65,647.04	
150	CEMETERY PERPETUAL CARE FUND	40,392.20	-	-	40,392.20		40,392.20	
202	MAJOR STREETS FUND	153,806.92	6,070.13	(15,719.69)	144,157.36		144,157.36	
203	LOCAL STREETS FUND	35,176.74	4,232.52	(10,540.00)	28,869.26		28,869.26	
208	RECREATION FUND	1,634.12	5,073.89	(6,442.58)	265.43		265.43	
210	AMBULANCE FUND	98,576.79	25,983.11	(30,004.73)	94,555.17		94,555.17	
245	MSHDA LOFT FUND	-	-	-	-		-	
248	DDA FUND	258,639.65	2,458.69	(6,238.02)	254,860.32		254,860.32	
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	600,244.01	-	-	600,244.01		600,244.01	
520	REFUSE SERVICE FUND	15,261.74	6,799.73	(12,376.56)	9,684.91		9,684.91	
582	ELECTRIC FUND	600,050.98	205,971.10	(299,703.46)	506,318.62	530,000.00	1,036,318.62	
590	WASTEWATER FUND	(137,921.90)	69,953.35	(40,418.81)	(108,387.36)		(108,387.36)	
591	WATER FUND	38,015.53	35,623.92	(23,107.48)	50,531.97	420,000.00	470,531.97	
661	MOTOR POOL FUND	23,684.68	12,828.25	(23,322.47)	13,190.46		13,190.46	
703	CURRENT TAX FUND	6,565.90	-	-	6,565.90		6,565.90	
TOTAL - ALL FUNDS		4,333,227.86	425,675.20	(625,786.90)	4,133,116.16	1,195,000.00	5,328,116.16	
						ELECTRIC-RESTRICTED CASH	400,000.00	400,000.00
						CUSTOMER DEPOSIT CD	170,000.00	170,000.00 *
						PERPETUAL CARE CD	130,000.00	130,000.00
						INCOME TAX SAVINGS	1,046,113.41	1,046,113.41
						ELECTRIC-PRIN & INT ESCROW	109,526.61	109,526.61
						WASTEWATER DEBT ESCROW	240,686.71	240,686.71
						WASTEWATER REPAIR ESCROW	18,174.85	18,174.85
						DDA-PRIN & INT ESCROW	501.77	501.77
							<u>7,443,119.51</u>	

*Customer Deposit Breakdown

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

ELECTRIC-RESTRICTED CASH	400,000.00	400,000.00
CUSTOMER DEPOSIT CD	170,000.00	170,000.00 *
PERPETUAL CARE CD	130,000.00	130,000.00
INCOME TAX SAVINGS	1,046,113.41	1,046,113.41
ELECTRIC-PRIN & INT ESCROW	109,526.61	109,526.61
WASTEWATER DEBT ESCROW	240,686.71	240,686.71
WASTEWATER REPAIR ESCROW	18,174.85	18,174.85
DDA-PRIN & INT ESCROW	501.77	501.77

User: KRISTINA

DB: Portland

PERIOD ENDING 03/31/2018

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
		AMENDED BUDGET	03/31/2018 NORMAL (ABNORMAL)	MONTH 03/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	1,008,150.00	990,774.41	2,893.21	17,375.59	98.28
101-000-428.000	PILOT-GOLDEN BRIDGE MANOR	1,500.00	1,717.81	0.00	(217.81)	114.52
101-000-445.000	PENALTY & INTEREST	3,000.00	5,001.74	78.82	(2,001.74)	166.72
101-000-447.000	TAX COLLECTION FEES	40,000.00	42,651.44	1,121.29	(2,651.44)	106.63
101-000-448.000	SPECIAL ASSESSMENT FEES	0.00	6.68	0.00	(6.68)	100.00
101-000-451.000	BUSINESS PERMITS	100.00	100.00	0.00	0.00	100.00
101-000-453.000	CABLE TV FEES	30,000.00	19,179.83	0.00	10,820.17	63.93
101-000-455.000	TRAILER FEES	400.00	396.00	48.00	4.00	99.00
101-000-476.000	NON-BUSINESS PERMITS	0.00	486.00	642.00	(486.00)	100.00
101-000-490.000	PREPAID UTILITY BILLS-EL,WA,WW	0.00	3.45	0.00	(3.45)	100.00
101-000-543.000	ACT 302 POLICE TRAINING GRANT	900.00	383.24	0.00	516.76	42.58
101-000-570.000	LIQUOR FEES	3,100.00	3,344.55	0.00	(244.55)	107.89
101-000-573.000	LOCAL COMM. STABILIZATION SHARE APPROP	70,000.00	56,328.16	0.00	13,671.84	80.47
101-000-575.000	REVENUE SHARING-CONST SALES	304,860.00	219,214.00	0.00	85,646.00	71.91
101-000-576.000	REVENUE SHARING-STAT SALES	106,266.00	71,894.00	0.00	34,372.00	67.65
101-000-620.000	PBT TESTING FEES	5,000.00	2,288.00	43.00	2,712.00	45.76
101-000-623.000	TRANSCRIPT FEES	1,000.00	404.68	0.00	595.32	40.47
101-000-624.000	MISCELLANEOUS FEES	0.00	203.46	0.00	(203.46)	100.00
101-000-628.000	ADMINISTRATIVE CHARGES	318,857.00	239,283.00	26,587.00	79,574.00	75.04
101-000-630.000	CEMETERY LOT SALES	1,200.00	4,080.00	137.50	(2,880.00)	340.00
101-000-633.000	CEMETERY CARE FEES	4,000.00	48.00	0.00	3,952.00	1.20
101-000-634.000	GRAVE OPENING FEES	5,000.00	6,225.00	925.00	(1,225.00)	124.50
101-000-656.000	DISTRICT COURT FINES	10,000.00	6,064.33	0.00	3,935.67	60.64
101-000-661.000	PARKING FINES	2,400.00	2,885.00	330.00	(485.00)	120.21
101-000-662.000	DRUG FORFEITURE MONEY	1,000.00	0.00	0.00	1,000.00	0.00
101-000-663.000	MISCELLANEOUS FINES	1,500.00	1,613.00	60.00	(113.00)	107.53
101-000-664.000	SEX OFFENDER REGISTRATION FEES	0.00	150.00	0.00	(150.00)	100.00
101-000-667.000	RENTAL INCOME	0.00	585.00	75.00	(585.00)	100.00
101-000-676.001	DONATIONS-MISCELLANEOUS	0.00	8,000.00	8,000.00	(8,000.00)	100.00
101-000-676.003	DONATIONS-DOG PARK	0.00	100.00	0.00	(100.00)	100.00
101-000-677.000	MOWING/STUMP/SNOW REMOVAL	0.00	57.38	0.00	(57.38)	100.00
101-000-678.005	REIMBURSEMENTS-INSURANCE AND WC	0.00	5,095.49	0.00	(5,095.49)	100.00
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	15,000.00	35,513.88	705.01	(20,513.88)	236.76
101-000-678.007	REIMBURSEMENTS-PAMA	1,500.00	0.00	0.00	1,500.00	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
TOTAL REVENUES		2,048,543.00	1,724,077.53	41,645.83	324,465.47	84.16
Expenditures						
100	COUNCIL	244,482.00	90,347.26	28,226.63	154,134.74	36.95
101	COMMUNITY PROMOTIONS	291,060.00	214,125.67	4,983.74	76,934.33	73.57
172	CITY MANAGER	159,476.00	107,397.83	9,975.62	52,078.17	67.34
191	ELECTIONS	5,110.00	3,510.85	717.43	1,599.15	68.71
201	GENERAL ADMINISTRATION	332,268.00	261,029.79	25,507.49	71,238.21	78.56
209	ASSESSING	48,556.00	32,710.67	2,990.55	15,845.33	67.37
265	CITY HALL	53,889.00	42,367.19	3,289.44	11,521.81	78.62
276	CEMETERY	154,240.00	89,135.08	7,134.52	65,104.92	57.79
301	POLICE	701,921.00	424,376.69	33,164.97	277,544.31	60.46
371	CODE ENFORCEMENT	45,432.00	23,486.42	1,600.80	21,945.58	51.70
728	ECONOMIC DEVELOPMENT	6,960.00	23,875.19	42.74	(16,915.19)	343.03
751	PARKS	240,475.00	86,362.29	8,707.00	154,112.71	35.91

REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD ENDING 03/31/2018

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	03/31/2018	MONTH 03/31/2018	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
TOTAL EXPENDITURES		2,283,869.00	1,398,724.93	126,340.93	885,144.07	61.24
<hr/>						
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		2,048,543.00	1,724,077.53	41,645.83	324,465.47	84.16
TOTAL EXPENDITURES		2,283,869.00	1,398,724.93	126,340.93	885,144.07	61.24
NET OF REVENUES & EXPENDITURES		(235,326.00)	325,352.60	(84,695.10)	(560,678.60)	138.26
<hr/>						
TOTAL REVENUES - FUND 101		2,048,543.00	1,724,077.53	41,645.83	324,465.47	84.16
TOTAL EXPENDITURES - FUND 101		2,283,869.00	1,398,724.93	126,340.93	885,144.07	61.24
NET OF REVENUES & EXPENDITURES		(235,326.00)	325,352.60	(84,695.10)	(560,678.60)	138.26

User: KRISTINA

DB: Portland

PERIOD ENDING 03/31/2018

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2018 NORMAL (ABNORMAL)	MONTH 03/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
TOTAL REVENUES		702,550.00	438,063.55	81,578.55	264,486.45	62.35
TOTAL EXPENDITURES		690,347.00	136,694.10	22,539.05	553,652.90	19.80
NET OF REVENUES & EXPENDITURES		12,203.00	301,369.45	59,039.50	(289,166.45)	2,469.63
Fund 150 - CEMETERY PERPETUAL CARE FUND						
Fund 150 - CEMETERY PERPETUAL CARE FUND:						
TOTAL REVENUES		2,500.00	2,250.00	75.00	250.00	90.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		2,500.00	2,250.00	75.00	250.00	90.00
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		323,000.00	185,163.58	14,209.94	137,836.42	57.33
TOTAL EXPENDITURES		322,763.00	225,429.34	18,489.30	97,333.66	69.84
NET OF REVENUES & EXPENDITURES		237.00	(40,265.76)	(4,279.36)	40,502.76	16,989.7
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		926,390.00	894,649.57	234.76	31,740.43	96.57
TOTAL EXPENDITURES		926,339.00	954,995.07	19,679.96	(28,656.07)	103.09
NET OF REVENUES & EXPENDITURES		51.00	(60,345.50)	(19,445.20)	60,396.50	118,324.
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
TOTAL REVENUES		106,300.00	63,199.96	9,155.75	43,100.04	59.45
TOTAL EXPENDITURES		113,603.00	83,053.75	5,385.67	30,549.25	73.11
NET OF REVENUES & EXPENDITURES		(7,303.00)	(19,853.79)	3,770.08	12,550.79	271.86
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
TOTAL REVENUES		576,932.00	402,288.11	45,424.31	174,643.89	69.73
TOTAL EXPENDITURES		631,480.00	420,455.85	35,616.09	211,024.15	66.58
NET OF REVENUES & EXPENDITURES		(54,548.00)	(18,167.74)	9,808.22	(36,380.26)	33.31
Fund 248 - DDA FUND						
Fund 248 - DDA FUND:						
TOTAL REVENUES		273,000.00	284,760.62	731.18	(11,760.62)	104.31
TOTAL EXPENDITURES		264,129.00	142,878.94	6,329.31	121,250.06	54.09
NET OF REVENUES & EXPENDITURES		8,871.00	141,881.68	(5,598.13)	(133,010.68)	1,599.39
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		1,407,900.00	1,288,167.24	0.00	119,732.76	91.50
NET OF REVENUES & EXPENDITURES		(1,407,900.00)	(1,288,167.24)	0.00	(119,732.76)	91.50
Fund 520 - REFUSE SERVICE FUND						
Fund 520 - REFUSE SERVICE FUND:						
TOTAL REVENUES		112,150.00	101,858.05	12,144.00	10,291.95	90.82
TOTAL EXPENDITURES		111,000.00	103,430.48	0.00	7,569.52	93.18
NET OF REVENUES & EXPENDITURES		1,150.00	(1,572.43)	12,144.00	2,722.43	136.73

User: KRISTINA

DB: Portland

PERIOD ENDING 03/31/2018

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 582 - ELECTRIC FUND						
Fund 582 - ELECTRIC FUND:						
	TOTAL REVENUES					
	TOTAL EXPENDITURES	4,113,225.00	2,734,399.75	297,085.02	1,378,825.25	66.48
	NET OF REVENUES & EXPENDITURES	4,863,213.00	2,405,746.00	181,643.26	2,457,467.00	49.47
		(749,988.00)	328,653.75	115,441.76	(1,078,641.75)	43.82
Fund 590 - WASTEWATER FUND						
Fund 590 - WASTEWATER FUND:						
	TOTAL REVENUES	1,291,666.00	803,155.01	69,227.74	488,510.99	62.18
	TOTAL EXPENDITURES	1,441,345.00	738,865.21	35,780.52	702,479.79	51.26
	NET OF REVENUES & EXPENDITURES	(149,679.00)	64,289.80	33,447.22	(213,968.80)	42.95
Fund 591 - WATER FUND						
Fund 591 - WATER FUND:						
	TOTAL REVENUES	909,089.00	723,881.02	45,036.90	185,207.98	79.63
	TOTAL EXPENDITURES	1,271,679.00	657,508.75	31,461.72	614,170.25	51.70
	NET OF REVENUES & EXPENDITURES	(362,590.00)	66,372.27	13,575.18	(428,962.27)	18.31
Fund 661 - MOTOR POOL FUND						
Fund 661 - MOTOR POOL FUND:						
	TOTAL REVENUES	362,793.00	265,281.39	37,654.35	97,511.61	73.12
	TOTAL EXPENDITURES	425,804.00	277,438.22	21,546.22	148,365.78	65.16
	NET OF REVENUES & EXPENDITURES	(63,011.00)	(12,156.83)	16,108.13	(50,854.17)	19.29
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS						
	NET OF REVENUES & EXPENDITURES	9,699,595.00	6,898,950.61	612,557.50	2,800,644.39	71.13
		12,469,602.00	7,434,662.95	378,471.10	5,034,939.05	59.62
		(2,770,007.00)	(535,712.34)	234,086.40	(2,234,294.66)	19.34



3888 S. Canal Rd
 Lansing, MI 48917
 517.322.0800
 517.322.0801 (fax)

Proposal

Date: Mar 15, 2018

Quoted to:		Job Name & Location:	
City of Portland 259 Kent St. Portland, MI 48875	Phone: 517-647-6129 Fax: Cell:	Well House #6 Portland, MI 48875	

Customer ID	Good Thru	Payment Terms	Sales Rep
	30 Days	Due Upon Completion	Bernie Anderson Cell: 517.449.2084

We hereby propose to furnish materials and labor necessary for the completion of:

PAVING SERVICES TO INCLUDE: 3,275 SF

1. Furnish, place and compact a bituminous 13A base course for 1.5" average thickness.
2. Furnish, place and compact a bituminous 13A surface course for 1.5" average thickness. 6,300.00

NOTE: City will have entire drive prep and ready to pave.

NOTE: Superior Asphalt, Inc. is not responsible for damage to concrete caused by heavy equipment accessing job site.

NOTE: Due to the volatility of the petroleum industry, pricing is subject to change if work is not completed within 30 days of acceptance.

All materials are guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above 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 Workmen's Compensation Insurance.

Total: See Above Pricing

Authorized
Signature:

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. Note: Pricing is subject to change if work is not completed within 30 days of acceptance. See Standard Conditions on reverse.

Signature: Rocky D. Smith Date: 3-28-18

Printed Name: Rocky D. Smith JR.



PURCHASE ORDER

City of Portland

P.O. 3546

259 Kent Street
Portland, MI 48875
(517) 647-7531

VENDOR Superior Asphalt Inc

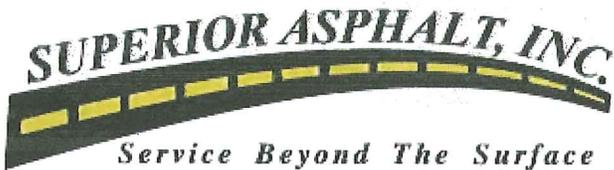
DATE: 3-21-18

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
Hill St - Hill Mill & Fill	202-4123-824.000		Est 9,400 ⁰⁰
DEPARTMENT HEAD (UP TO \$500) <u>KG</u>		TOTAL	

KK

Treasurer Initials

Authorized by City Manager
(For Purchases over \$500 and less than \$5,000)



3888 S. Canal Rd
 Lansing, MI 48917
 517.322.0800
 517.322.0801 (fax)

Proposal

Date: Mar 15, 2018

Quoted to:		Job Name & Location:
City of Portland 259 Kent St. Portland, MI 48875	Phone: 517-647-6129 Fax: Cell:	Hill Street Project Portland, MI 48875

Customer ID	Good Thru	Payment Terms	Sales Rep
	30 Days	Due Upon Completion	Bernie Anderson Cell: 517.449.2084

We hereby propose to furnish materials and labor necessary for the completion of:

- To Roto-Mill existing asphalt at an average depth of 2" and haul millings off site. (371 X 10)
- To clean existing asphalt thoroughly and apply an emulsion (SS1H) prior to paving. This will form a bond between existing and new asphalt.
- Furnish, place and compact a bituminous 13A surface coarse for a 2" average thickness. 9,400.00

NOTE: Superior Asphalt, Inc. is not responsible for damage to concrete caused by heavy equipment accessing job site.

NOTE: Due to the volatility of the petroleum industry, pricing is subject to change if work is not completed within 30 days of acceptance.

All materials are guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above 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 Workmen's Compensation Insurance.

Total: See Above Pricing

Authorized
Signature: _____

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. Note: Pricing is subject to change if work is not completed within 30 days of acceptance. See Standard Conditions on reverse.

Signature: _____ Date: _____

Printed Name: _____

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

Held on Thursday, February 15, 2018
In Council Chambers at City Hall

Members Present: Barnes, Gorman, VanSlambrouck, Briggs, Grimminck, Pung, Antaya, Hodge

Members Absent: Blastic

Staff: DDA/Main Street Director Conner Wellman, City Clerk Miller

Guests: None

Chair Grimminck called the meeting to order at 3:30 P.M.

There was no public comment.

Motion by Barnes, supported by VanSlambrouck, to approve the agenda as presented.

All in favor. Adopted.

Motion by VanSlambrouck, supported by Hodge, to approve the minutes of the January 18, 2018 meeting.

All in favor. Adopted.

Motion by Pung, supported by VanSlambrouck, to approve the Treasurer's Report as presented.

All in favor. Adopted.

Under Team Restructuring and Project Follow-up Director Conner Wellman presented information on how the February 2, 2018 meeting and how the teams should be combined. Projects the combined teams will be working on was also presented.

Member Antaya arrived at 3:38 P.M.

City Manager Gorman presented high level/conceptual information for a potential splash pad at Powers Park. The City is planning to submit a grant application to the DNR Trust Fund by April 1, 2018 for the project.

There was discussion of this project and a potential Kent St. project.

Chair Grimminck distributed building inventory sheets to the members; each member will be responsible for completing the information on their sheets. The updated building inventory information should be returned at the next DDA meeting.

Under New Business, Director Conner Wellman presented the timeline for the budget request review and the budget request.

Director Conner Wellman presented a request to apply for a Liquor License for Beerfest.

Motion by Barnes, supported by Gorman, to approve the request to apply for the Beerfest Liquor License.

All in favor. Adopted.

Director Conner Wellman presented a request to contract with Paul Starr of I'm a Beer Hound to coordinate Beerfest.

There was discussion regarding the benefits of hiring Mr. Starr.

Motion by VanSlambrouck, supported by Briggs, to approve hiring Paul Starr of I'm a Beer Hound to coordinate Beerfest.

All in favor. Adopted.

Director Conner Wellman presented information on the MI Portland display at the Ionia Expo on Saturday, March 3, 2018 and requested volunteers to work at the event.

Under the Director Report, Director Conner Wellman reported that Portland won \$1,000 and statewide recognition for the photo submission of Downtown Portland.

Director Conner Wellman also reported that the business owner workshop, Online Branding, held on January 24, 2018 was well attended. The attendees found the information provided to be valuable.

Director Conner Wellman also provided updates on property and business changes in the Downtown as well as information on usage of the website, and upcoming trainings.

There was discussion in regard to the need to move the March DDA meeting due to a training scheduled for March 15, 2018.

Motion by Barnes, supported by VanSlambrouck, to move the March 15, 2018 DDA meeting to March 22, 2018 at 3:15 P.M.

All in favor. Adopted.

Under Board Member Comments, Director Conner Wellman stated that she received a resignation from Mr. Frewen from the DDA Board.

City Manager Gorman stated that the City will need some level of commitment from the DDA on whether or not to move forward with the Splash Pad Project.

City Manager Gorman provided an update on the process and recent decisions by the Planning Commission and Zoning Board of Appeals on the request made by Terry Frewen to consider a request for a Special Land Use Permit for the property at 1323 E. Bridge St. (34-300-110-000-045-00), to rent the property as a single-family residence with a cell phone repair business to operate in the front room of the house.

Motion by VanSlambrouck, supported by Hodge, to adjourn the meeting at 4:34 P.M.

All in favor. Adopted

Respectfully submitted,

Kory Blastic, Secretary

CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

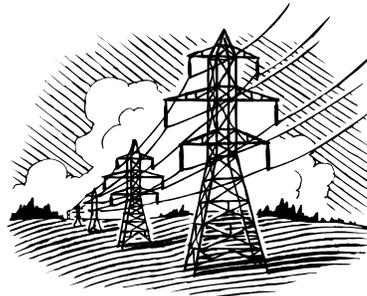
March 1, 2018
February 1-28, 2018

HYDRO GENERATION	87,288		
DIESEL PRODUCTION	0		
Kwh Purchased	2,794,944	Amount Paid	\$ 160,563.61
Total Kwh Purchased	2,882,232	Total Dollars Paid	\$ 160,563.61

Kwh Billed		Dollars Billed	
Residential	1,347,367	PCA Billed	\$ 14,206.74
Commercial	701,284	Residential	\$ 142,522.36
Large General	682,940	Residential EO Charge	\$ 2,384.39
City St. Lites Metered	28,750	Geothermal Discount	\$ (254.64)
St. Lites Unmetered		Commercial	\$ 74,574.68
Rental Lights		Commercial/LG EO Charge	\$ 2,420.37
Demand	2,232	Large General	\$ 47,775.58
		Large EO Charge	\$ 18.40
		City St. Lights Metered	\$ 2,426.52
		St. Lights Unmetered	\$ 1,543.05
Total Kwh Billed	2,762,573	Rental Lights	\$ 253.24
		Demand	\$ 13,108.43
Arrears after billing	\$ 17,888.42	Tax	\$ 11,353.60
Penalties Added	\$ 2,500.95		
Arrears end of month	\$ 43,720.76	Total Dollars Billed	\$ 312,332.72
Fuel Cost Billed	\$ 43,348.63		
Amount Collected	\$ 399,332.28	Power Cost Adj.	.00520
Total Adjustments	\$ 1,061.28		

Residential Customers	2,232
Commercial Customers	327
Large General	15
Total Customers	2,574

03/05/18



**CITY OF PORTLAND
March-18**

WATER DEPARTMENT REPORT

MONTH	Feb-18	PERIOD COVERED	February 1-28, 2018
Customers Billed		Penalties Added	\$ 408.30
City	1,818	Dollars Collected	\$ 75,674.81
Rural	24	Arrears at end of Month	\$ 5,064.50
Total Customers	1,842	Adjustments	\$ 433.88
		Gallons Pumped	8,091,000
		Hydrant Flusing/Rental (unmetered)	0 (hydrant flushing)
Gallons Billed		Dollars Billed	
City	7,018,758		\$ 43,112.95
Rural	133,739		\$ 1,492.22
Total	<u>7,152,497</u>		<u>\$ 44,605.17</u>

SEWER DEPARTMENT REPORT

Customers Billed	1,778	Dollars Billed	\$68,673.82
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 68,673.82

Penalties Added	\$ 679.07
Dollars Collected	\$ 49,549.97
Arrears at end of Month	\$ 10,989.60
Adjustments	\$ 216.63
Gallons Treated per Million	14.60



Portland Area Municipal Authority

GOVERNMENTAL UNITS

City of Portland

Portland Township

Danby Township

MINUTES

January 3, 2018

P.A.M.A. BOARD MEMBERS PRESENT: K. Cook, D. Logel, R. Foote, J.Sandborn

VISITORS: None

Meeting was called to order at 7:30 p.m.

AGENDA

- Motion to approve agenda as submitted by J. Sandborn supported by R. Foote

SECRETARY'S REPORT:

- Motion to approve secretary's report as submitted by R. Foote supported by J.Sandborn

TREASURER'S REPORT:

- Account balance as of 12/31/17 \$1185.88
- Bills paid since 10/4/17 Keith Cook \$9.80 for stamps, Mark Owen Plumbing \$868.13
- Payments received since 10/5/17 Portland Township \$347.25, City of Portland \$347.25
Danby Township \$173.63
- Motion to approve treasurer's report by J.Sandborn supported by D. Logel.

OLD BUSINESS:

- None

NEW BUSINESS:

- Election of officers for 2018 D. Logel as chairman, R. Foote as treasurer, K. Cook as secretary.
- Meeting dates for 2018 April 4, July 11, October 3, and January 2, 2019.
- Michigan Plumbing cleared plugged sewer line
- Lights in rear of building will be repaired by City of Portland electric crews
- J.Sandborn suggested that a general inspection be performed to assure the building meets safety requirements to OSHA standards and also a structural inspection
- All members feel that a generator for the building should be a priority item

Motion made by D. Logel supported by K. Cook to adjourn the meeting at 8:55 p.m.

Respectfully submitted,

Keith Cook, Secretary

NEXT MEETING: April 4, 2018 at 7:30 p.m.

IONIA COUNTY BOARD OF COMMISSIONERS

March 27, 2018 - 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 Closed Session minutes from March 13, 2018
- C. Approve per diem and mileage
- D. Approve payment of General Fund payroll and accounts payable for the month of February 2018 - \$994,123.46
- E. Approve payment of Health Fund bills - \$87,180.92
- F.

VIII. Unfinished Business

- A. Appointments to Community Mental Health Services Board – Four three-year appointments.

IX. New Business

- A. Health Department Budget Amendment
- B. Request to fill Commission on Aging Site Host/Hostess position
- C. Request to fill Friend of the Court Conciliator position
- D. Request to hire temporary part-time Corrections Officer
- E.

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 2021.
- Community Corrections Advisory Board – One term with no set expiration date – This position serves as a Media Representative.
- Construction Board of Appeals – Two two-year terms, expiring October 2019. One of these positions serves as an alternate member.
- Parks Advisory Board – One two-year terms expiring January 2019, which serves as a Member-at-Large from the Lyons Area.

Non-Commissioner Appointments for consideration in the month of April 2018:

- *Area Agency on Aging of Western Michigan Advisory Council* – One three-year term.
- *Economic Development Corporation/Brownfield Redevelopment Authority* – Three three-year terms.
- *Land Bank Authority* – Two three-year terms.

Non-Commissioner Appointments for consideration in the month of May 2018: None