



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

7:00 P.M. Monday, April 4, 2022
City Council Chambers
City Hall, 259 Kent St, Portland, MI 48875

<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)	
	V. <u>City Manager Report</u> - None	
	VI. <u>Presentations</u>	
7:05 PM	A. DDA Director ConnerWellman – Downtown Report	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u> - None	
	IX. <u>New Business</u>	
7:10 PM	A. Second Reading and Consideration of Ordinance 91A Amending Chapter 32, Section 32-1 “Definition of Public Improvement” of the Code of Ordinance of the City of Portland	Decision
7:08 PM	B. Proposed Resolution 22-19 Approving the City Manager’s Proposed Appointment of Erik L. Litts as the City Assessor	Decision
7:10 PM	C. Proposed Resolution 22-20 Approving the Recommendation of the Board of Light and Power for an Agreement with ESRI to Provide a Small Utility Cloud-Based Platform for GIS Mapping Purposes	Decision
7:12 PM	D. Proposed Resolution 22-21 Approving Michigan Pavement Markings, LLC’s Bid for 2022 Street Painting	Decision
7:15 PM	X. <u>Consent Agenda</u>	Decision
	A. Minutes & Synopsis from the Regular City Council Meeting held on March 21, 2022	
	B. Payment of Invoices in the Amount of \$57,140.19 and Payroll in the Amount of \$127,288.43 for a Total of \$184,428.62	
	C. Purchase Orders over \$5,000.00 - None	
	XI. <u>Communications</u>	
	A. DDA Minutes for February 28, 2022	
	B. DDA Treasurer’s Report for March 28, 2022	
	C. Utility Billing Reports for February 2022	
	D. Ionia County Board of Commissioners Agenda for March 22, 2022	

Estimated Time
7:18 PM
7:20 PM
7:25 PM

- XII. Other Business – None**
- XIII. City Manager Comments - None**
- XIV. Council Comments**
- XV. Adjournment**

<u>Desired Outcome</u>
Decision

CITY OF PORTLAND
Ionia County, Michigan

Council Member _____, supported Council Member _____, moved the adoption of the following ordinance:

ORDINANCE NO. 91A

**AN ORDINANCE AMENDING CHAPTER 32, SECTION 32-1
“DEFINITION OF PUBLIC IMPROVEMENT” OF THE CODE OF
ORDINANCES OF THE CITY OF PORTLAND**

THE CITY OF PORTLAND ORDAINS:

Section 1. Amendment of Chapter 32, Section 32-1 of the Code of Ordinances. Chapter 32, Section 32-1 “Definition of Public Improvement,” of the Code of Ordinances is replaced in its entirety to read:

Sec. 32-1. Definition of public improvement and public work.

The term "public improvement," as used in this chapter, shall include any public improvement the city has the power to make, acquire or construct, including, without limitation the reconstruction in whole or in part of any structure or public work as well as the original construction thereof.

The term “public work,” as used in this chapter, means all fixed works constructed for public use and owned or controlled by the City, including but not limited to, railways, docks, canals, waterworks, public utilities, roads, and fiber broadband infrastructure including appurtenances thereto.

Section 2. Publication and Effective Date. The City Clerk shall cause this Ordinance to be published and recorded as provided in the City Charter and it shall take effect on the date of publication, but not less than ten (10) days after its adoption by the City Council.

Yeas:

Nays:

Abstain:

Absent:

ORDINANCE DECLARED ADOPTED.

James E. Barnes, Mayor

Monique I. Miller, City Clerk

Introduced: March 21, 2022

Adopted:

Published:

Effective:

CERTIFICATION

I certify that this is a true and complete copy of the ordinance adopted at a regular meeting of the City Council of the City of Portland on _____, 2022.

Dated: _____, 2022

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. 22-19

**A RESOLUTION APPROVING THE CITY MANAGER’S PROPOSED
APPOINTMENT OF ERIK L. LITTS AS THE CITY ASSESSOR**

WHEREAS, Section 6.2 of the City Charter provides that the City Manager “shall make all appointments and removals of those appointed, except that he shall receive the approval of a majority of the Council for the appointment of the Clerk, Treasurer, and Assessor...”; and

WHEREAS, the City issued an RFP (Request for Proposal) for assessing services and received three proposals.

WHEREAS, the City Manager and Finance Director agreed that the best candidate is Erik L. Litts, a certified Level III Assessor and former assessor for the City of Portland, a copy of Litt’s proposal is attached as Exhibit A.

WHEREAS, the City Manager proposes to appoint Erik L. Litts as the Portland City Assessor.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the appointment of Erik L. Litts as the Portland City Assessor.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

Dated: April 4, 2022

Monique I. Miller, City Clerk

Erik L. Litts
7390 Hammond Ave SE
Caledonia, MI 49316

March 15th, 2022

Mayor Jim Barnes
City of Portland
259 Kent Street
Portland, MI 48879

Dear Mayor Barnes,

I am interested in providing for the City of Portland's Assessing needs and am making this proposal submission to that end. My previous experience with the City makes me certain that I can provide everything that you might hope for, in both the technical and customer service aspects of the Assessing function. Additionally, given the fact that I've previously worked with the current City Hall staff, I'm certain that I can integrate smoothly into your current operations without any disruption to the existing workflows.

While I don't have an existing sample contract, having discussed your needs with Mindy Tolan, I'd like to offer my services with the following basic terms:

Three year contract with a first year rate: \$34,000 (with 3% increases in the succeeding two years)
Payment terms are negotiable, but 26 installments per year would be preferred.

Services included for this payment will include:

- Handling of all Assessing functions and responsibilities as specified by the State Tax Commission and Portland City Charter.
- 16 hours per week with 8 hours in Portland and 8 hours remote;
- The two weeks following the issuance of tax bills and Assessment Notices all 16 hours will be in Portland to deal with the customary increase in taxpayer questions;
- 1 business day or less response time for email and phone calls, even when out of the office;
- Handling off all Small Claims Tribunal appeals with no additional charge for hearings;
- Handling of Full Tribunal appeals unless legal counsel or a formal appraisal is deemed necessary, with no additional charge for appearances or hearings
- Printing and mailing of annual Assessment Notices using City resources;
- The annual review of 20% of the properties within the city as recommended by the State Tax Commission
- Prompt response to any request from City staff for documents, analysis, reports, information or advice regarding any aspect of property tax law, parcel data, parcel maps or anything else I might have personal knowledge or experience with;

Contractor's expectations of the City:

- Provision of a Portland ID;
- Computer, printer and scanner and general office supplies;
- Postcards, door hangers and other materials necessary for inspections and 20% review
- Remote access to BSA database

EDUCATION Aug95 - Apr99 Western Michigan University Kalamazoo, MI
Economics, Political Science Graduation Date: April 1999

Aug 99 - Present Western Michigan University Grand Rapids, MI
Master of Public Administration Ongoing

WORK EXPERIENCE Apr 16 - Jan 22 Holland Charter Township Holland, MI
Assessor

- * Oversaw preparation of the annual Assessment Roll
- * Develop new land values and ECF tables for all classes of property
- * Handled all Small Claims Tribunal appeals
- * Maintain database and produce all required reports

Jan 09 - Apr 16 City of Portland Portland, MI
City Assessor

- * Responsible for all aspects of the annual production of an Assessment Roll
- * Maintain municipal easement records and utility easement map

Jan 06 - Current City of Hastings Hastings, MI
Assistant Assessor

- * Develop new land values and ECF tables for all classes of property
- * Process all Board of Review, MTT and STC value and record changes
- * Maintain database and produce all required reports

Jan 06 - Jun 08 Pine Grove Township Kendall, MI
Assessor

- * Contracted to perform all assessment functions for the township
- * Contracted to perform a complete township re-appraisal

Feb 05 - June 05 City of Springfield Springfield, MI
Assessor / Zoning Administrator / Code Enforcement Administrator

- * Responsible for all aspects of municipal Assessment Administration program
- * Administered zoning, code enforcement, and building inspection functions

July 04 - Feb 05 City of Grand Rapids Grand Rapids, MI
Office Assistant II (Water Department)

Feb 02 - June 04 City of Grand Rapids Grand Rapids, MI
Administrative Analyst (Assessor's Office)

- * Created shapefiles and maps using GIS to effectively display and utilize assessing data
- * Maintain special taxation districts (Ren. Zones, DDA, TIFA, Brownfields, Smartzones, IFT's)

INTERNSHIP Jan 99 - Apr 99 U.S. Congressman Fred Upton Kalamazoo, MI

CERTIFICATIONS & SKILLS * Michigan Advanced Assessing Officer (Working towards MMAO), Eagle Scout
 * Skilled with Word, Excel, Access, Project; Internet research, ArcMap(GIS), Apex & Equalize

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 22-20

**A RESOLUTION APPROVING THE RECOMMENDATION OF THE
BOARD OF LIGHT AND POWER FOR AN AGREEMENT WITH ESRI
TO PROVIDE A SMALL UTILITY CLOUD-BASED PLATFORM FOR
GIS MAPPING PURPOSES**

WHEREAS, the City's water and wastewater departments currently use ESRI's software and platform for their GIS mapping and asset management needs. As the Electric Department begins to establish its own GIS mapping system, utilizing the same ESRI platform would be ideal; and

WHEREAS, at its regular meeting held on March 29, 2022, the Board of Light and Power unanimously voted to recommend that City Council approve the proposal from ESRI to provide a small utility cloud-based software and platform in the amount of \$15,000.00 for a 3-year term, a copy of the ESRI proposal and memo from the Electric Superintendent are attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the proposal from ESRI to provide its services in the amount of \$15,000.00, a copy of the ESRI proposal and memo from the Electric Superintendent are attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: April 4, 2022

Monique I. Miller, City Clerk

Memo



To: Board of Light & Power

From: Todd Davlin, Electric Superintendent

cc: Tutt Gorman, City Manager

Date: 3-25-2022

Re: ESRI GIS Program

In support of our Distribution System Asset Management work, we need access to a GIS system. The City of Portland uses ESRI for our sewer system and have a current license. In conjunction with recommendations from GRP Engineering, we have reached out to ESRI to add to that license for Electric Department purposes. ESRI has a Small Utility Cloud-Based Enterprise 3-year Agreement that tailored to electric utilities with less than 10,000 customers, and costs \$5,000/year (\$15,000 total 3-year value). This the ideal GIS solution for our application and the recommended package from GRP.

RECOMMENDATION: Authorize and recommend to City Council to approve the ESRI Small Utility Cloud-Based Enterprise Agreement for 3-year total cost \$15,000. (Proposal Language and Agreement Attached).



March 1, 2022

Todd Davlin
City of Portland
723 E Grand River Ave
Portland, MI 48875

Dear Todd,

The Esri Small Utility Cloud-Based Enterprise Agreement (SUCBEA) is a three-year agreement that will grant your organization access to Esri term license software. The EA will be effective on the date executed and will require a firm, three-year commitment.

Based on Esri's work with several organizations similar to yours, we know there is significant potential to apply Geographic Information System (GIS) technology in many operational and technical areas within your organization. For this reason, we believe that your organization will greatly benefit from an Enterprise Agreement (EA).

An EA will provide your organization with numerous benefits including:

- A lower cost per unit for licensed software
- Substantially reduced administrative and procurement expenses
- Complete flexibility to deploy software products when and where needed

The following business terms and conditions will apply:

- All current departments, employees, and in-house contractors of the organization will be eligible to use the software and services included in the EA.
- If your organization wishes to acquire and/or maintain any Esri software during the term of the agreement that is not included in the EA, it may do so separately at the Esri pricing that is generally available for your organization for software and maintenance.
- The organization will establish a single point of contact for orders and deliveries and will be responsible for redistribution to eligible users.
- The organization will establish a Tier 1 support center to field calls from internal users of Esri software. The organization may designate individuals as specified in the EA who may directly contact Esri for Tier 2 technical support.
- The organization will provide an annual report of installed Esri software to Esri.
- Esri software and updates that the organization is licensed to use will be automatically available for downloading.

Small Utility Enterprise Agreement

- The fee and benefits offered in this EA proposal are contingent upon your acceptance of Esri's Small Utility EA terms and conditions.
- Licenses are valid for the term of the EA.

The terms and conditions in this Small Utility Cloud-Based EA offer are for utilities with a total meter count which falls under the applicable tier in the EA Small Utility Cloud-Based Program. By accepting this offer, you confirm that your organization's meter count falls within this range on the date of signature and that you are therefore eligible for this pricing. If your organization's meter count does not fall within this range, please confirm your current meter count, and Esri will provide a revised quotation.

This program offer is valid for 90 days. To complete the agreement within this time frame, please contact me within the next seven days to work through any questions or concerns you may have.

To expedite your acceptance of this EA offer:

1. Sign and return the EA contract with a Purchase Order or issue a Purchase Order that references this EA Quotation and includes the following statement on the face of the Purchase Order:

"THIS PURCHASE ORDER IS GOVERNED BY THE TERMS AND CONDITIONS OF THE ESRI SMALL UTILITY CLOUD-BASED EA, AND ADDITIONAL TERMS AND CONDITIONS IN THIS PURCHASE ORDER WILL NOT APPLY."

Have it signed by an authorized representative of the organization.

2. On the first page of the EA, identify the central point of contact/agreement administrator. The agreement administrator is the party that will be the contact for management of the software, administration issues, and general operations. Information should include name, title (if applicable), address, phone number, and e-mail address.
3. In the purchase order, identify the "Ship to" and "Bill to" information for your organization.
4. Send the purchase order and agreement to the address, email or fax noted below:

Esri
Attn: Customer Service SUCBEA
380 New York Street
Redlands, CA 92373-8100

e-mail: service@esri.com
fax documents to: 909-307-3083

I appreciate the opportunity to present you with this proposal, and I believe it will bring great benefits to your organization.

Thank you very much for your consideration.

Best Regards,

Rod Schardein



Environmental Systems Research Institute, Inc.
 380 New York St
 Redlands, CA 92373-8100
 Phone: (909) 793-2853 Fax: (909) 307-3049
 DUNS Number: 06-313-4175 CAGE Code: 0AMS3

Quotation # Q-464953

Date: March 1, 2022

Customer # Contract #

City of Portland
 Electric Department
 723 E Grand River Ave
 Portland, MI 48875

ATTENTION: Todd Davlin
 PHONE: 517-526-3815
 EMAIL: electricssuper@portland-michigan.org

*To expedite your order, please attach a copy of this quotation to your purchase order.
 Quote is valid from: 3/1/2022 To: 5/30/2022*

Material	Qty	Term	Unit Price	Total
178556	1	Year 1	\$5,000.00	\$5,000.00
Meter Counts of 0 to 10,000 Small Utility Cloud-Based Term Enterprise Agreement				
178556	1	Year 2	\$5,000.00	\$5,000.00
Meter Counts of 0 to 10,000 Small Utility Cloud-Based Term Enterprise Agreement				
178556	1	Year 3	\$5,000.00	\$5,000.00
Meter Counts of 0 to 10,000 Small Utility Cloud-Based Term Enterprise Agreement				

Subtotal:	\$15,000.00
Sales Tax:	\$900.00
Estimated Shipping and Handling (2 Day Delivery):	\$0.00
Contract Price Adjust:	\$0.00
Total:	\$15,900.00

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact: Rod Schardein	Email: rschardein@esri.com	Phone: (909) 793-2853 x1664
<p>The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at https://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at https://go.esri.com/MAPS apply to your purchase of that item. If any item is quoted with a multi-year payment schedule, then unless otherwise stated in this quotation, Customer is required to make all payments without right of cancellation. Third-party data sets included in a quotation as separately licensed items will only be provided and invoiced if Esri is able to provide such data and will be subject to the applicable third-party's terms and conditions. If Esri is unable to provide any such data set, Customer will not be responsible for any further payments for the data set. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at https://www.esri.com/en-us/legal/terms/state-supplemental apply to some state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin.</p>		

Esri Use Only:

Cust. Name _____
Cust. # _____
PO # _____
Esri Agreement # _____



**SMALL ENTERPRISE AGREEMENT
SMALL UTILITY CLOUD-BASED
(E215-7)**

This Agreement is by and between the organization identified in the Quotation ("**Customer**") and **Environmental Systems Research Institute, Inc. ("Esri")**.

This Agreement sets forth the terms for Customer's use of Products and incorporates by reference (i) the Quotation and (ii) the Master Agreement. Should there be any conflict between the terms and conditions of the documents that comprise this Agreement, the order of precedence for the documents shall be as follows: (i) the Quotation, (ii) this Agreement, and (iii) the Master Agreement. This Agreement shall be governed by and construed in accordance with the laws of the state in which Customer is located without reference to conflict of laws principles, and the United States of America federal law shall govern in matters of intellectual property. The modifications and additional rights granted in this Agreement apply only to the Products listed in Table A.

**Table A
List of Products**

Uncapped Quantities

Online User Types
ArcGIS Online Viewers

Limited Quantities

10 ArcGIS Online Creators
5,000 ArcGIS Online Service Credits
10 ArcGIS Pro Standard (Online)
1 ArcGIS Insights in ArcGIS Online

OTHER BENEFITS

Number of Esri User Conference registrations provided annually	0
Number of Tier 1 Help Desk individuals authorized to call Esri	2
Five percent (5%) discount on all individual commercially available instructor-led training classes at Esri facilities purchased outside this Agreement	

Customer may accept this Agreement by signing and returning the whole Agreement with (i) the Quotation attached, (ii) a purchase order, or (iii) another document that matches the Quotation and references this Agreement ("**Ordering Document**"). **ADDITIONAL OR CONFLICTING TERMS IN CUSTOMER'S PURCHASE ORDER OR OTHER DOCUMENT WILL NOT APPLY, AND THE TERMS OF THIS AGREEMENT WILL GOVERN.** This Agreement is effective as of the date of Esri's receipt of an Ordering Document, unless otherwise agreed to by the parties ("**Effective Date**").

Term of Agreement: Three (3) years

This Agreement supersedes any previous agreements, proposals, presentations, understandings, and arrangements between the parties relating to the licensing of the Products. Except as provided in Article 4—Product Updates, no modifications can be made to this Agreement.

Accepted and Agreed:

(Customer)

By: _____
Authorized Signature

Printed Name: _____

Title: _____

Date: _____

CUSTOMER CONTACT INFORMATION

Contact: _____

Telephone: _____

Address: _____

Fax: _____

City, State, Postal Code: _____

E-mail: _____

Country: _____

Quotation Number (if applicable): _____

1.0—ADDITIONAL DEFINITIONS

In addition to the definitions provided in the Master Agreement, the following definitions apply to this Agreement:

"Case" means a failure of the Software or Online Services to operate according to the Documentation where such failure substantially impacts operational or functional performance.

"Deploy", "Deployed" and "Deployment" mean to redistribute and install the Products and related Authorization Codes within Customer's organization(s).

"Fee" means the fee set forth in the Quotation.

"Maintenance" means Tier 2 Support, Product updates, and Product patches provided to Customer during the Term of Agreement.

"Master Agreement" means the applicable master agreement for Esri Products incorporated by this reference that is (i) found at <https://www.esri.com/en-us/legal/terms/full-master-agreement> and available in the installation process requiring acceptance by electronic acknowledgment or (ii) a signed Esri master agreement or license agreement that supersedes such electronically acknowledged master agreement.

"Product(s)" means the products identified in Table A—List of Products and any updates to the list Esri provides in writing.

"Quotation" means the offer letter and quotation provided separately to Customer.

"Technical Support" means the technical assistance for attempting resolution of a reported Case through error correction, patches, hot fixes, workarounds, replacement deliveries, or any other type of Product corrections or modifications.

"Tier 1 Help Desk" means Customer's point of contact(s) to provide all Tier 1 Support within Customer's organization(s).

"Tier 1 Support" means the Technical Support provided by the Tier 1 Help Desk.

"Tier 2 Support" means the Esri Technical Support provided to the Tier 1 Help Desk when a Case cannot be resolved through Tier 1 Support.

2.0—ADDITIONAL GRANT OF LICENSE

2.1 Grant of License. Subject to the terms and conditions of this Agreement, Esri grants to Customer a personal, nonexclusive, nontransferable license solely to use, copy, and Deploy quantities of the Products listed in Table A—List of Products for the Term of Agreement (i) for the applicable Fee and (ii) in accordance with the Master Agreement.

2.2 Consultant Access. Esri grants Customer the right to permit Customer's consultants or contractors to use the Products exclusively for Customer's benefit. Customer will be solely responsible for compliance by consultants and contractors with this Agreement and will ensure that the consultant or contractor discontinues use of Products upon completion of work for Customer. Access to or use of Products by consultants or contractors not exclusively for Customer's benefit is prohibited. Customer may not permit its consultants or contractors to install Software or Data on consultant, contractor, or third-party computers or remove Software or Data from Customer locations, except for the purpose of hosting the Software or Data on Contractor servers for the benefit of Customer.

3.0—TERM, TERMINATION, AND EXPIRATION

3.1 Term. This Agreement and all licenses hereunder will commence on the Effective Date and continue for the duration identified in the Term of Agreement, unless this Agreement is terminated earlier as provided herein. Customer is only authorized to use Products during the Term of Agreement. For an Agreement with a limited term, Esri does not grant Customer an indefinite or a perpetual license to Products.

3.2 No Use upon Agreement Expiration or Termination. All Product licenses, all Maintenance, and Esri User Conference registrations terminate upon expiration or termination of this Agreement.

3.3 Termination for a Material Breach. Either party may terminate this Agreement for a material breach by the other party. The breaching party will have thirty (30) days from the date of written notice to cure any material breach.

3.4 Termination for Lack of Funds. For an Agreement with government or government-owned entities, either party may terminate this Agreement before any subsequent year if

Customer is unable to secure funding through the legislative or governing body's approval process.

3.5 Follow-on Term. If the parties enter into another agreement substantially similar to this Agreement for an additional term, the effective date of the follow-on agreement will be the day after the expiration date of this Agreement.

4.0—PRODUCT UPDATES

4.1 Future Updates. Esri reserves the right to update the list of Products in Table A—List of Products by providing written notice to Customer. Customer may continue to use all Products that have been Deployed, but support and upgrades for deleted items may not be available. As new Products are incorporated into the standard program, they will be offered to Customer via written notice for incorporation into the Products schedule at no additional charge. Customer's use of new or updated Products requires Customer to adhere to applicable additional or revised terms and conditions in the Master Agreement.

4.2 Product Life Cycle. During the Term of Agreement, some Products may be retired or may no longer be available to Deploy in the identified quantities. Maintenance will be subject to the individual Product Life Cycle Support Status and Product Life Cycle Support Policy, which can be found at <https://support.esri.com/en/other-resources/product-life-cycle>. Updates for Products in the mature and retired phases may not be available. Customer may continue to use Products already Deployed, but Customer will not be able to Deploy retired Products.

5.0—MAINTENANCE

The Fee includes standard maintenance benefits during the Term of Agreement as specified in the most current applicable Esri Maintenance and Support Program document (found at <https://www.esri.com/en-us/legal/terms/maintenance>). At Esri's sole discretion, Esri may make patches, hot fixes, or updates available for download. No Software other than the defined Products will receive Maintenance. Customer may acquire maintenance for other Software outside this Agreement.

a. Tier 1 Support

1. Customer will provide Tier 1 Support through the Tier 1 Help Desk to all Customer's authorized users.
2. The Tier 1 Help Desk will be fully trained in the Products.
3. At a minimum, Tier 1 Support will include those activities that assist the user in resolving how-to and operational questions as well as questions on installation and troubleshooting procedures.
4. The Tier 1 Help Desk will be the initial point of contact for all questions and reporting of a Case. The Tier 1 Help Desk will obtain a full description of each reported Case and the system configuration from the user. This may include obtaining any customizations, code samples, or data involved in the Case.
5. If the Tier 1 Help Desk cannot resolve the Case, an authorized Tier 1 Help Desk individual may contact Tier 2 Support. The Tier 1 Help Desk will provide support in such a way as to minimize repeat calls and make solutions to problems available to Customer's organization.
6. Tier 1 Help Desk individuals are the only individuals authorized to contact Tier 2 Support. Customer may change the Tier 1 Help Desk individuals by written notice to Esri.

b. Tier 2 Support

1. Tier 2 Support will log the calls received from Tier 1 Help Desk.
2. Tier 2 Support will review all information collected by and received from the Tier 1 Help Desk including preliminary documented troubleshooting provided by the Tier 1 Help Desk when Tier 2 Support is required.
3. Tier 2 Support may request that Tier 1 Help Desk individuals provide verification of information, additional information, or answers to additional questions to supplement any preliminary information gathering or troubleshooting performed by Tier 1 Help Desk.
4. Tier 2 Support will attempt to resolve the Case submitted by Tier 1 Help Desk.

5. When the Case is resolved, Tier 2 Support will communicate the information to Tier 1 Help Desk, and Tier 1 Help Desk will disseminate the resolution to the user(s).

6.0—ENDORSEMENT AND PUBLICITY

This Agreement will not be construed or interpreted as an exclusive dealings agreement or Customer's endorsement of Products. Either party may publicize the existence of this Agreement.

7.0—ADMINISTRATIVE REQUIREMENTS

7.1 OEM Licenses. Under Esri's OEM or Solution OEM programs, OEM partners are authorized to embed or bundle portions of Esri products and services with their application or service. OEM partners' business model, licensing terms and conditions, and pricing are independent of this Agreement. Customer will not seek any discount from the OEM partner or Esri based on the availability of Products under this Agreement. Customer will not decouple Esri products or services from the OEM partners' application or service.

7.2 Annual Report of Deployments. At each anniversary date and ninety (90) calendar days prior to the expiration of this Agreement, Customer will provide Esri with a written report detailing all Deployments. Upon request, Customer will provide records sufficient to verify the accuracy of the annual report.

8.0—ORDERING, ADMINISTRATIVE PROCEDURES, DELIVERY, AND DEPLOYMENT

8.1 Orders, Delivery, and Deployment

- a. Upon the Effective Date, Esri will invoice Customer and provide Authorization Codes to activate the nondestructive copy protection program that enables Customer to download, operate, or allow access to the Products. If this is a multi-year Agreement, Esri may invoice the Fee up to thirty (30) calendar days before the annual anniversary date for each year.
- b. Undisputed invoices will be due and payable within thirty (30) calendar days from the date of invoice. Esri reserves the right to suspend Customer's access to and use of Products if

Customer fails to pay any undisputed amount owed on or before its due date. Esri may charge Customer interest at a monthly rate equal to the lesser of one percent (1.0%) per month or the maximum rate permitted by applicable law on any overdue fees plus all expenses of collection for any overdue balance that remains unpaid ten (10) days after Esri has notified Customer of the past-due balance.

- c. Esri's federal ID number is 95-2775-732.
 - d. If requested, Esri will ship backup media to the ship-to address identified on the Ordering Document, FOB Destination, with shipping charges prepaid. Customer acknowledges that should sales or use taxes become due as a result of any shipments of tangible media, Esri has a right to invoice and Customer will pay any such sales or use tax associated with the receipt of tangible media.
- 8.2 Order Requirements.** Esri does not require Customer to issue a purchase order. Customer may submit a purchase order in accordance with its own process requirements, provided that if Customer issues a purchase order, Customer will submit its initial purchase order on the Effective Date. If this is a multi-year Agreement, Customer will submit subsequent purchase orders to Esri at least thirty (30) calendar days before the annual anniversary date for each year.
- a. All orders pertaining to this Agreement will be processed through Customer's centralized point of contact.
 - b. The following information will be included in each Ordering Document:
 - (1) Customer name; Esri customer number, if known; and bill-to and ship-to addresses
 - (2) Order number
 - (3) Applicable annual payment due

9.0—MERGERS, ACQUISITIONS, OR DIVESTITURES

If Customer is a commercial entity, Customer will notify Esri in writing in the event of (i) a consolidation, merger, or reorganization of Customer with or into another corporation or entity; (ii) Customer's acquisition of another entity; or (iii) a transfer or sale of all or part of Customer's organization (subsections i, ii, and iii, collectively referred to as "**Ownership Change**"). There will be

no decrease in Fee as a result of any Ownership Change.

- 9.1** If an Ownership Change increases the cumulative program count beyond the maximum level for this Agreement, Esri reserves the right to increase the Fee or terminate this Agreement and the parties will negotiate a new agreement.
- 9.2** If an Ownership Change results in transfer or sale of a portion of Customer's organization, that portion of Customer's organization will transfer the Products to Customer or uninstall, remove, and destroy all copies of the Products.
- 9.3** This Agreement may not be assigned to a successor entity as a result of an Ownership Change unless approved by Esri in writing in advance. If the assignment to the new entity is not approved, Customer will require any successor entity to uninstall, remove, and destroy the Products. This Agreement will terminate upon such Ownership Change.

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 22-21

**A RESOLUTION APPROVING MICHIGAN PAVEMENT
MARKINGS LLC'S BID FOR 2022 STREET PAINTING**

WHEREAS, the Director of Public Works sought quotes for 2022 pavement markings and received bids from various contractors; and

WHEREAS, the City Manager and Director of Public Works recommend that the work be awarded to Michigan Pavement Markings, LLC for the amount of \$22,730.00, as outlined in the attached Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the recommendation to award the work to Michigan Pavement Markings LLC for the amount of \$22,730.00, as outlined in the attached 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 4, 2022

Monique I. Miller, City Clerk

Solicitation For Sealed Bids

The Portland Dept. of Public Works, 451 Morse Dr, Portland MI 48875 is accepting bids for the following:

Street Painting

Bids will be accepted until March 30, 2022 at the close of the business day. The City of Portland reserves the right to accept the bid as a whole or in part. Please bid each item separately and submit on the form provided.

Bids may be mailed to City of Portland, 259 Kent St, Portland MI 48875, ATTN: Ken Gensterblum, or may be dropped off at City Hall, 259 Kent St Portland MI 48875.

Stencils to meet the new MDOT standard.

The following specifications must be included in the bid price:

Item	Qty	Type	Unit Price	Total Amount
Solid Yellow	95,000'	Waterborne	0.06	5,700.00
Skip Yellow	6,000'		0.07	420.00
Solid White-Lane Lines	2,250'		0.06	135.00
Skip White	1,000'		0.07	70.00
Solid White	37,000'		0.06	2,220.00
21' Parking Stalls	110		7.00	770.00
18' Parking Stalls	80		6.00	480.00
4" Blue Line	400'		1.00	400.00
Handicap Symbols	8		25.00	200.00
Left Turn Arrows	20		35.00	700.00
Right Turn Arrows	20		35.00	700.00
Combination Arrows	4		60.00	240.00
ONLY Symbols	22		35.00	770.00
24" Stop Bar	1,500'		2.00	3000.00
6" Cross Walk	6,000'		0.60	3600.00
12" Cross Walk Pads	2,500'		1.25	3750.00
School Legends	2		100.00	200.00
			TOTAL	23,355.00

3,125⁰⁰
K6
21,730⁰⁰
K6

Company Name: Michigan Pavement Markings LLC
P.O. BOX 9673
Wyoming MI 49509
 Contact & Number: Shannon Nielsen 616-260-7828
 Submitted By: Shannon Nielsen

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, March 21, 2022

In the City Council Chambers at City Hall

259 Kent St., Portland, MI 48875

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Johnston, and Sheehan; City Manager Gorman; City Clerk Miller; Police Chief Thomas; Finance Director Tolan; Electric Superintendent Davlin

Guests: Jon Moxey and Joe Benjamin of Fleis & VandenBrink; Kathy Parsons

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

Motion by VanSlambrouck, supported by Sheehan, to approve the proposed agenda.

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Gorman noted the budget process for Fiscal Year 2022-2023 is moving along well. He and Finance Director Tolan will be meeting with each department head this week.

Union negotiations are also underway. A tentative agreement has already been reached with the POLC.

Three qualified RFP's were received on Friday, March 18, 2022 for the Assessing position. A recommendation for approval will be made to Council at an upcoming meeting.

City Manager Gorman further noted he is working on getting the Cutler Rd. property listed with a real estate agent. He noted his plan to present a proposal to Council for approval in the next few weeks.

The DPW is aware of several areas where the roads are breaking up due to the spring thaw. As soon as they are able to get asphalt, they will make the necessary repairs.

Under Presentations, Jon Moxey and Joe Benjamin of Fleis & VandenBrink presented an update on the Wastewater Treatment Plant Improvement Project.

There was discussion.

City Manager Gorman, Finance Director Tolan, and Electric Superintendent Davlin presented information on a potential Broadband Fiber project. Funding for a potential project would be provided for by a bond that would be paid back through a Special Assessment.

There was discussion.

Under New Business, the City Council held the First Reading of Ordinance 91A, to amend Chapter 32, Section 32-1 of the Code of Ordinances.

City Manager Gorman explained the purpose of this amendment is to include the term “fiber broadband infrastructure” to the definition of public improvement in anticipation of a possible Special Assessment for a Broadband Fiber Project.

The Council considered Resolution 22-14 to approve the submittal of an application for Local Bridge Program Funds for preventative maintenance of the Bridge Street Bridge over the Grand River.

Jon Moxey of Fleis & VandenBrink provided an update on the condition of the Bridge Street Bridge. The estimated cost for maintenance of the bridge is \$1 million and would include repainting, sidewalk repair, insulation of the water main that runs under the bridge, and replacement of electrical conduit that also runs under the bridge.

Motion by Johnston, supported by Sheehan, to approve Resolution 22-14 approving the submittal of an application for Local Bridge Program Funds for preventative maintenance of the Bridge Street Bridget over the Grand River.

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 22-15 to approve an energy purchase not to exceed \$24,722.91 for the calendar year 2024 through the Michigan Public Power Agency.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 22-15 approving an energy purchase through the Michigan Public Power Agency contingent upon the approval of the Board of Light and Power.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 22-16 to approve participation in the State of Michigan bid process for winter road salt for winter 2022-2023.

Motion by VanSlambrouck, supported by Sheehan, to approve Resolution 22-16 approving participation in the state bid process for winter road salt 2022-2023.

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Johnston, Barnes

Nays: None
Adopted

The Council considered Resolution 22-17 to amend the Budget for Fiscal Year 2021-2022 as recommended by the Finance Director.

Motion by Johnston, supported by Fitzsimmons, to approve Resolution 22-17 to amend the Budget for Fiscal Year 2021-2022.

Yeas: Johnston, Fitzsimmons, VanSlambrouck, Sheehan, Barnes
Nays: None
Adopted

The Council considered Resolution 22-18 to authorize the Mayor and City Clerk to sign a Water System Maintenance Agreement with Parkview MHC, LLC Mobile Home Park for the operation, maintenance, repair of the multiple connections to the City's water system.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 22-18 approving, authorizing, and directing the Mayor and Clerk to sign a Water System Maintenance Agreement with Parkview MHC, LLC Mobile Home Park.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes
Nays: None
Adopted

Motion by VanSlambrouck, supported by Fitzsimmons, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on March 7, 2022, payment of invoices in the amount of \$86,883.21 and payroll in the amount of \$113,957.76 for a total of \$200,840.97. Purchase orders to Fleis & VandenBrink in the amount of \$5,201.03 for engineering services for the Kent Street Improvement Project and RS Technical Services, Inc. in the amount of \$18,548.10 for chemical scales with new tanks for Wells 4, 6, and 7 were also included.

Yeas: VanSlambrouck, Fitzsimmons, Johnston, Sheehan, Barnes
Nays: None
Adopted

Under City Manager Comments, City Manager Gorman reminded residents there is no leaf loose pickup this spring. Any leaves to be picked up by the DPW must be placed in yard waste bags.

City Manager Gorman noted that work on the remaining punch list items for the Splash Pad is taking place. Rules for the new park will be posted soon.

Under Council Comments, Kathy Parsons, the City of Portland representative to the Portland Area Fire Authority, reminded residents that March 20th – 26th is Severe Weather Preparedness Week. A statewide tornado drill will be held Wednesday, March 23, 2022 at 1:00 P.M.

Mayor Barnes recognized the passing of Portland resident Dick Lawless and outlined his many contributions to the community.

Council Member Johnston noted the Portland High School Theatre Department put on their annual show this past weekend and stated that it was outstanding.

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

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

Meeting adjourned at 8:34 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the March 21, 2022 City Council Meeting
In the City Council Chambers at City Hall
259 Kent St., Portland, MI 48875

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, Johnston, and Sheehan; City Manager Gorman; City Clerk Miller; Police Chief Thomas; Finance Director Tolan; Electric Superintendent Davlin

Presentation - Jon Moxey and Joe Benjamin of Fleis & VandenBrink presented an update on the Wastewater Treatment Plant Improvement Project.

Presentation - City Manager Gorman, Finance Director Tolan, and Electric Superintendent Davlin presented information on a potential Broadband Fiber project.

First Reading of Ordinance 91A to amend Chapter 32, Section 32-1 of the Code of Ordinances to include the term “fiber broadband infrastructure” to the definition of public improvement.

Approval of Resolution 22-14 approving the submittal of an application for Local Bridge Program Funds for preventative maintenance of the Bridge Street Bridget over the Grand River. All in favor. Adopted.

Approval of Resolution 22-15 approving an energy purchase through the Michigan Public Power Agency contingent upon the approval of the Board of Light and Power. All in favor. Adopted.

Approval of Resolution 22-16 approving participation in the state bid process for winter road salt 2022-2023. All in favor. Adopted.

Approval of Resolution 22-17 to amend the Budget for Fiscal Year 2021-2022. All in favor. Adopted.

Approval of Resolution 22-18 approving, authorizing, and directing the Mayor and Clerk to sign a Water System Maintenance Agreement with Parkview MHC, LLC Mobile Home Park. All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 8:34 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
FAMILY FARM & HOME	01972	GLOVES - WATER	13.99
STAR THOMAS	01654	PHONE BILL REIM - POLICE	40.00
INDEPENDENT BANK	00197	BOND PAYMENT - ELECTRIC	8,258.00
APPLIED IMAGING	02493	PRINTER INVOICE - VARIOUS DEPTS	348.71
KNIGHTS HALL	MISC	HALL RENTAL DADDY/DAUGHTER - REC	150.00
UPS	02587	SHIPPING - GEN, ELECTRIC	38.87
BASIC	01983	MONTHLY FEE SEC 105 HRA ADMIN - GEN	117.00
JOHN DEERE FINANCIAL	01818	FUEL PUMP & REPAIRS - ELECTRIC, MTR POOL	71.78
SHOULDICE INDUSTRIAL MANUFACTURERS	02716	LINE 1 CHANGE OUT PACKING S HYDRO - ELECTRIC	3,637.17
POWER LINE SUPPLY COMPANY	00389	FR COATS - ELECTRIC	660.00
FAMILY FARM & HOME	01972	PRO LOAD BINDER - ELECTRIC	99.98
FAMILY FARM & HOME	01972	WIRE CONNECTORS, PLUGS, ETC - ELECTRIC	24.93
FAMILY FARM & HOME	01972	LP REGULATOR, BARB INSERT - ELECTRIC	25.98
METTLER TOLEDO	01938	PREV MAINT CALIBRATE BAL - WW	382.11
CULLIGAN	02130	WATER 1X - WW	8.75
PREMIER SAFETY	02465	CALIBRATE GAS METER - WW	234.88
PLUMMERS ENVIRONMENTAL SERVICES	IN02687	TELE 8" SANITARY LINE SMITH ST - WW	434.00
STATE OF MICHIGAN	00428	BACTI SAMPLES - WATER	96.00
VANESSA DALTON	MISC	REIMBURSEMENT FOR MAILBOX - LOCAL STS	140.99
GRAINGER, INC.	00172	SUPPLIES - MAJ STS	29.26
GROSS MACHINE SHOP	00180	SET COLLARS - MAJ STS	25.50
PAMA	01370	CONT TO PAMA 40% - COMM PROMO	1,634.40
GRP ENGINEERING INC.	01994	ELECT SYS GIS MAP&ASSET MGMT SUPPORT - ELEC CC	3,332.19
RESCO	00392	DISTRIBUTION SYSTEM SPLICE KITS - ELECTRIC	1,219.80
RESCO	00392	DIST SYSTEM LABELS - ELECTRIC	730.80
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING SVCS - CITY HALL	280.00
FIBERTEC ENVIRONMENTAL SERVICES	02731	DIESEL CLEAN UP CARBON TESTING - ELECTRIC	402.00
ELHORN ENGINEERING	00139	EL CHLOR CARBOY - WATER	614.00
PRINTING SYSTEMS, INC.	00375	A/P CHECKS PAYING ACCT - VAR DEPTS	343.14
PRINTING SYSTEMS, INC.	00375	INCOME TAX CHECKS - INCOME TAX	182.35
MENARDS	00260	BUILDING SUPPLIES - MTR POOL	642.42

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
SLC METER LLC	02286	WATER METERS - WTR APPRV 11-1-21, RES 21-58	10,297.58
MUNICIPAL SUPPLY CO.	00324	OLD/NEW REPAIR LID, INNER LID - WATER	124.91
CULLIGAN	02130	2X WATER CITY HALL - GEN	15.50
HAMMERSMITH EQUIPMENT COMPANY	00183	2 BLADES - MAJ STS	318.00
GRAINGER, INC.	00172	SUPPLIES - LOC STS	26.11
B&W AUTO SUPPLY, INC.	00030	VAR SUPPLIES - VAR DEPTS	138.34
FAMILY FARM & HOME	01972	SUPPLIES - ELECTRIC	37.93
WEATHER SHIELD ROOFING SYSTEMS, IN	02642	ROOF REPAIR @ POWER PLANT - ELECTRIC	896.53
GREAT LAKES JANITORIAL SERVICES	02654	MARCH CLEANING - ELECTRIC	140.00
FABRICATED CUSTOMS	02637	EMBROIDERY FOR HATS - ELECTRIC	174.90
MENARDS	00260	WORK BENCH/SUPPLIES - ELECTRIC	271.80
MENARDS	00260	HARDWARE - ELECTRIC	23.45
LITE'S PLUS INC	00243	LED SHEET LIGHTS - ELECTRIC	3,497.50
POWER LINE SUPPLY COMPANY	00389	SUPPLIES - ELECTRIC	684.00
CITY OF PORTLAND-PETTY CASH	00701	VAR REIM - VAR DEPTS	242.72
FAMILY FARM & HOME	01972	CONCRETE MIX - MAJ STS	31.92
HAMMOND FARMS SOUTH	02409	BRUSH GRINDING/COMPOST REMOVAL - MAJ STS APP RE	16,000.00
Total:			\$57,140.19

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

Held on Monday, February 28, 2022
In the Council Chambers at City Hall

Members Present: Grimminck, Barnes, Williamson, Briggs, Hengesbach, Antaya

Members Absent: Gorman, Madarang

Staff: DDA Director ConnerWellman, City Clerk Miller

Guests: Mary Hass, Zekiye Salman, Jonathon Lukco

Director ConnerWellman presented the Winter Digest – Biannual Public Presentation and Information.

Chair Grimminck called the meeting to order at 7:31 P.M.

Motion by Barnes, supported by Williamson, to revise the agenda to excuse the absence DDA Member Madarang and City Manager Gorman.
All in favor. Adopted.

Motion by Williamson, supported by Hengesbach, to excuse the absence of DDA Member Madarang and City Manager Gorman.
All in favor. Adopted.

There was no Public Comment.

Motion by Barnes, supported by Williamson, to approve the minutes of the November 22, 2021 and December 20, 2021 meetings.
All in favor. Adopted.

Motion by Williamson, supported by Antaya, to approve the Treasurer's Reports for both January and February.
All in favor. Adopted.

Under Team Reports, Director ConnerWellman noted the team has been working on development of the website and database. The property donation from Bill Fabiano has been closed. There have been discussions about ordinance and code recommendations at the last work plan meeting.

Under Old Business, Director ConnerWellman presented the work strategy timelines and assignments.

Motion by Williamson, supported by Antaya, to approve the work strategy timelines and assignments.

All in favor. Adopted.

Under New Business, Director ConnerWellman presented the preliminary budget for Fiscal Year 2022-2023.

Director ConnerWellman proposed the 4th of July fireworks display be held the Friday prior to the holiday (July 1, 2022/June 30, 2023/June 28, 2024/June 27, 2025) for the next four years as the cost of the fireworks is quoted to be approximately \$10,000.00 less by having them on the actual holiday.

There was discussion.

Motion by Williamson, supported by Hengesbach, to accept the proposal to hold the fireworks on the Friday prior to the 4th of July holiday for the next four years.

All in favor. Adopted.

Director ConnerWellman presented a request to apply for a Beer Fest Liquor License for the 2022 event.

Motion by Antaya, supported by Barnes, to approve the request to apply for a Beer Fest Liquor License for the 2022 event.

All in favor. Adopted.

Director ConnerWellman presented a request to enter a contract with Paul Starr to coordinate Beer Fest 2022.

Motion by Barnes, supported by Antaya, to approve the request to enter into a contract with Paul Starr to coordinate Beer Fest 2022.

All in favor. Adopted.

There was no Director Report.

There were no Board Member Comments.

Motion by Williamson, supported by Briggs, to adjourn the meeting at 7:47 P.M.

All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary



Date: March 28, 2022

REPORT OF FUNDS IN DDA AS OF: March 16, 2022

PRINCIPAL & INTEREST ACCOUNT

PREVIOUS BALANCE:	<u>1/31/2022</u>	<u>\$ 501.78</u>
NEW BALANCE:	<u>2/28/2022</u>	<u>\$ 501.78</u>

PRIME ACCOUNT

PREVIOUS BALANCE:	<u>1/31/2022</u>	<u>\$ 37,908.23</u>
DEPOSITS:		<u>\$ (4,640.73)</u>
Due to customers:		\$ -
NEW BALANCE:	<u>2/28/2022</u>	<u>\$ 33,267.50</u>

REGULAR ACCOUNT

PREVIOUS BALANCE:	<u>2/28/2022</u>	<u>\$ 409,908.34</u>
INTEREST EARNED:		<u>\$ 3.17</u>
DEPOSITS:		
Misc Receipts- Ornament		\$ 7.00
Reimb. 103 E Grand River From Title Agency		\$ 58.56

CHECKS WRITTEN:

Ck No.	Payee:	<u>AMOUNTS</u>
	Admin charge March 2022	\$ 300.00
	Bank fee - Fraud Protection	\$ 30.00
2271	City of Portland, Reimb. for credit card chages, phone & postage	\$ 386.92
2272	Kurt Fedewa, monthly article	\$ 25.00
2273	Nicolson Associates, PFCU Donor Plaques	\$ 1,720.99
2274	Pyrotecnico Fireworks Inc., Pre-show advance for Fireworks	\$ 5,000.00
2275	Tina Conner-Wellman, cell phone, travel reimbursement	\$ 122.20

\$ (7,585.11)

TRANSFER FOR DDA PAYROLL AND FRINGE BENEFITS FROM 02/17/2021 - 03/16/2022 \$ (7,032.28)

TOTAL EXPENSES: \$ (14,617.39)

NEW BALANCE: 3/16/2022 **\$ 395,359.68**

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

CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

March 22, 2022
February 1-28, 2022

Kwh Consumed	2,818,516
DIESEL PRODUCTION	0
HYDRO GENERATION	191,912

Total Kwh Purchased	2,626,604	Total Dollars Paid	\$ 187,104.88
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Kwh Billed

Residential	1,403,776
Commercial	698,693
Large General	658,680
City St. Lites Metered	23,098
St. Lites Unmetered	
Rental Lights	
Demand	1,849
Total Kwh Billed	2,786,096

Dollars Billed

PCA Billed	\$ 33,913.40
Residential	\$ 177,423.71
Residential EO Charge	\$ 2,489.58
Geothermal Discount	\$ (228.47)
Commercial	\$ 89,509.80
Commercial/LG EO Charge	\$ 2,402.51
Large General	\$ 56,400.72
Large EO Charge	\$ 18.40
City St. Lights Metered	\$ 1,990.15
St. Lights Unmetered	\$ 1,543.05
Rental Lights	\$ 227.84
Demand	\$ 14,741.31
Tax	\$ 14,208.41
Total Dollars Billed	\$ 394,640.41

Arrears after billing	\$ 22,490.86
Penalties Added	\$ 2,291.24
Arrears end of month	\$ 43,096.03
Fuel Cost Billed	\$ 112,484.32
Amount Collected	\$ 483,771.90
Total Adjustments	\$ (158,009.61)

Power Cost Adj. .01228

Residential Customers	2,243
Commercial Customers	328
Large General	15
Total Customers	2,586

03/03/22



CITY OF PORTLAND
March-22

WATER DEPARTMENT REPORT

MONTH	Feb-22	PERIOD COVERED	Feb. 1-28, 2022
Customers Billed		Penalties Added	\$ 353.12
City	1,830	Dollars Collected	\$ 59,999.08
Rural	23	Arrears at end of Month	\$ 5,885.38
Total Customers	1,853	Adjustments	\$ 4,215.85
		Gallons Pumped	8,421,000
		Hydrant Flusing/Rental (unmetered)	0 (hydrant flushing)
Gallons Billed		Dollars Billed	
City	7,204,411		\$ 54,064.99
Rural	175,359		\$ 2,087.66
Total	<u>7,379,770</u>		<u>\$ 56,152.65</u>

SEWER DEPARTMENT REPORT

Customers Billed	1,792	Dollars Billed	\$85,436.81
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 85,436.81

Penalties Added	\$ 542.19
Dollars Collected	\$ 91,662.34
Arrears at end of Month	\$ 8,694.12
Adjustments	\$ 7,041.59
Gallons Treated per Million	9.770



IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
MARCH 22, 2022 - 7:00 P.M.

THIS MEETING WILL BE HELD IN PERSON AND ZOOM

AGENDA

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Invocation**
- IV. Approval of Agenda**
 - A. Consideration of additional items
- V. Public Comment** (Three-minute time limit per-speaker – please state name/organization)
- VI. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting (s)
 - B. Approve per diem and mileage
 - C. Approve payments of General Fund Payroll and accounts payable for the month of February 2022-\$1,107,860.29
 - D. Approve payments of Health Department payroll and accounts payable for the month of February 2022-\$111,262.96
 - E. Approve payments of Road Department payroll and accounts payable for the month of February 2022-\$477,886.52
- VII. Unfinished Business**
- VIII. New Business**
 - A. Request for Signature and Ratification on Operational Agreement between County of Ionia Commission on Aging and Ionia County- Carol Hanulcik
 - B. Approval Request of National Telecommunicators Week 2022 Resolution- Lance Langdon
 - C. Request Approval Dead Deer Contract-Contract # 22-07
 - D. Request Approval of Employee COVID Pay
- IX. Department Reports**
 - A. IT Department
- X. Reports of Officers, Boards, and Standing Committees**
 - A. Chairperson
 - B. Board of Commissioners
 - C. 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

- Economic Development Corporation/Brownfield Redevelopment Authority – Three- three-year terms.
- Tax Allocation Board – One –one-year term expired January 2021
- Board of Public Works-Two-three-year terms expired January 2021
- Central Dispatch-One-two-year term
- Commission on Aging Board-One-three-year term expired in September
- Parks Advisory Board- Two-Two-year terms, one serving as a Member-at-Large from Lyons Area and a Representative from the Fishing and Hunting Club
- West Michigan Regional Planning Commission-Two-One-year term
- Land Bank Authority- two-three-year term

Appointments for consideration in the month of January 2022:

- Area Agency on Aging of Western Michigan Board of Directors-One-two-year term
- Board of Public Works-two-three-year terms
- Park Advisory Board-four two-year term
- Tax Allocation Board-one-one year term

Appointments for consideration in the month of February 2022:

- NONE