



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

7:00 P.M. Monday, July 18, 2022  
City Council Chambers  
City Hall, 259 Kent St, Portland, MI 48875

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:00 PM	<b>I. <u>Call to Order</u></b>	
7:01 PM	<b>II. <u>Pledge of Allegiance</u></b>	
7:02 PM	<b>III. <u>Acceptance of Agenda</u></b>	Decision
7:03 PM	<b>IV. <u>Public Comment</u></b> (5-minute time limit per speaker)	
7:05 PM	<b>V. <u>City Manager Report</u></b>	
	<b>VI. <u>Presentations</u></b> - None	
	<b>VII. <u>Public Hearing(s)</u></b> - None	
	<b>VIII. <u>Old Business</u></b> - None	
	<b>IX. <u>New Business</u></b>	
7:15 PM	<b>A.</b> Proposed Resolution 22-58 Approving Fleis & VandenBrink's Proposal to Provide Additional Pre-Design Engineering Services for the Kent Street Improvement Project	Decision
7:18 PM	<b>B.</b> Proposed Resolution 22-59 Approving Fleis & VandenBrink's Proposal to Provide Bridge Inspection Services for 2022	Decision
7:20 PM	<b>C.</b> Proposed Resolution 22-60 Approving a Resolution of Support for Kent Street Sidewalk Improvements	Decision
7:22 PM	<b>D.</b> Proposed Resolution 22-61 Confirming the Mayor's Appointment to City Boards and Commissions	Decision
7:25 PM	<b>X. <u>Consent Agenda</u></b> <b>A.</b> Minutes & Synopsis from the Regular City Council Meeting held on July 5, 2022 <b>B.</b> Payment of Invoices in the Amount of \$309,688.20 and Payroll in the Amount of \$137,595.21 for a Total of \$447,283.41 <b>C.</b> Purchase Orders over \$5,000.00 - None	Decision
	<b>XI. <u>Communications</u></b> <b>A.</b> Planning Commission Minutes for June 8, 2022 <b>B.</b> Police Department Report for June 2022 <b>C.</b> Ionia County Board of Commissioners Agenda for July 12, 2022 <b>D.</b> Ionia County Board of Commissioners Agenda for July 19, 2022	

<b>Estimated Time</b>
7:28 PM
7:20 PM
7:35 PM
7:40 PM

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

<b><u>Desired Outcome</u></b>
Decision

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 22-58**

**A RESOLUTION APPROVING FLEIS & VANDENBRINK’S PROPOSAL  
TO PROVIDE ADDITIONAL PRE-DESIGN ENGINEERING SERVICES  
FOR THE KENT STREET IMPROVEMENT PROJECT**

**WHEREAS**, the Kent Street Improvement Project (the “Project”) is anticipated to begin construction in 2023; and

**WHEREAS**, Fleis & VandenBrink has submitted a proposal to provide additional pre-design engineering services for the Project in the amount of \$23,200.00, as outlined in the attached Exhibit A.

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

1. The Portland City Council approves Fleis and VandenBrink’s Proposal to provide pre-design engineering services for the Kent Street Improvement Project in the amount of \$23,200.00, 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:** July 18, 2022

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



July 13, 2022

Via Email: [citymanager@portland-michigan.org](mailto:citymanager@portland-michigan.org)

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

**RE: Kent Street Improvements – Additional Pre-Design Services**

Dear Tutt,

In conjunction with conceptual design services, we have been working on several other pre-design activities so that formal design can begin efficiently as soon as we hear back on funding opportunities and have a final direction from council. This proposal outlines those activities that were not included in our January 24, 2022 proposal for formal approval. Additional Pre-Design Services are as follows:

- **Soil Borings:** Soil borings are required for design work to determine the thickness of existing pavement and provide contractors with information for excavation work for the project. Two borings have been obtained, one in each block of the project (Academy to Bridge and Bridge to Kent). The borings extended to a depth of 10 feet and were obtained in parking areas on a Sunday to limit disruption to businesses.
- **Michigan Economic Development Corporation – Revitalization and Placemaking (MEDC RAP) Grant Application:** Our January 24 proposal included an application to the Michigan Department of Transportation's Transportation Alternatives Program (TAP). After that time, the RAP program was identified as a potential fit for the Kent Street project. An application was prepared and submitted for Kent Street, as well as other downtown improvements. The TAP application was submitted as well, and results should be known this summer.
- **Easement Assistance:** The January 24 proposal included topographic survey work for the project. As the Kent Street right of way was researched and added to the survey, it became apparent that a series of easements would be required between the right of way line and faces of the downtown buildings. Research by City and Ionia County staff confirmed that easements do not presently exist. F&V provided assistance with creating sketches of each of the approximately 40 easements required to serve as exhibits for the easement agreements being created by the City Attorney. It is anticipated that F&V will provide assistance with property owner communications as the City obtains the various easements required.

The January 24 proposal included a downtown parking study, which was completed and presented in a series of workshops. Based on feedback received, we have identified two additional traffic study items for the City to consider:

- Evaluate the traffic impact of reversing the direction of traffic on Bridge Street between Water/Canal Street and Kent Street. The road (and Veteran's Memorial Bridge) is

2960 Lucerne Drive SE  
Grand Rapids, MI 49546  
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F: 616.977.1005  
[www.fveng.com](http://www.fveng.com)

- currently one way eastbound. A theory was put forward that reversing it to westbound would provide better traffic circulation for vehicles seeking downtown parking at times when on-street parking on Kent Street is full. The change would impact traffic patterns on Grand River Avenue, which can be congested at times. A formal traffic study is recommended prior to making a change of that nature.
- Evaluate the need for a traffic signal at Water Street. There are a number of warrants to be considered for traffic signals. A signal warrant analysis is required when considering a change of this magnitude.

We propose the following scope of services, if the City wishes to proceed with these additional traffic study items:

- Study Area:
  - Provide a description of the study area including: intersection and roadway geometries, speed limits, functional classifications and traffic volume data (where available). In addition, a study area site map showing the site location and the study intersections will also be provided.
- Proposed Land Use:
  - Obtain and review the proposed site plan which includes the proposed land uses, densities, and desired site access locations. A description of the current and proposed land use will be accompanied with a complete project site plan (with buildings identified as to proposed use). A schedule for construction of the development and proposed development stages (if any) will also be provided.
- Existing Conditions:
  - Provide an analysis of the existing operations at the following study intersections:
    - Grand River Ave.& Kent Street
    - Grand River Ave.& Water Street
    - Grand River Ave.& Bridge Street
    - Bridge Street & Canal/Water Street
    - Bridge Street & Kent Street
  - Collect existing AM (7:00 AM-9:00 AM), MD (11:00 AM-1:00 PM), and PM (2:00 PM-6:00 PM) peak hour turning movement counts at the study intersections.
  - Calculate the **Existing** vehicle delays, LOS, and vehicle queues at the study intersections during the AM, MD, and PM peak hours. Intersection analysis shall include LOS determination for all approaches and movements. The LOS will be based on the procedures outlined in the HCM 6th Edition, the latest edition of Transportation Research Board's Highway Capacity Manual.
- Future Conditions:
  - Redistribute the existing traffic volumes to evaluate the impact of converting the Bridge Street between Kent Street and Canal/Water Street to one way westbound.
  - Calculate the **Future** vehicle delays, LOS, and vehicle at the study intersections during the AM, MD, and PM peak hours. Intersection analysis shall include LOS determination for all approaches and movements. The LOS will be based on the procedures outlined in the HCM 6th Edition, the latest edition of Transportation Research Board's Highway Capacity Manual.
  - Identify improvements (if any) for the study road network that would be required to accommodate the site-generated traffic volumes.
  - Provide a comparison of the existing operations with the potential future operations.
- Signal Warrant:
  - Perform a signal warrant analysis at the Grand River Ave. & Water Street intersection with both the existing and future traffic volumes. The analysis will be performed in accordance with the Michigan Manual on Uniform Traffic Control Devices (MMUTCD) guidelines and will evaluate the applicable signal warrant criteria.

- Deliverables:
  - Complete a technical memorandum consistent with accepted standards, which outlines the methodologies, analyses, results, and recommendations of the traffic study. All work will follow accepted traffic engineering practice and the standards documented by ITE, FHWA, MDOT, and the City of Portland.
  - Upon completion of the proposed scope of work, a draft copy of the study memorandum will be provided for review and comment. F&V will provide one revision to the memorandum based on comments received with regard to the draft and finalize the memorandum.
  - Electronic copies of the project memorandum and Synchro models, traffic volumes, capacity analysis, will be provided.
  - The final report will be signed and sealed by a registered Michigan Professional Engineer (PE).

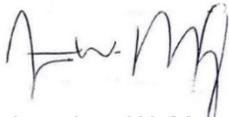
We propose to complete the Scope of Services outlined above at our standard hourly rates plus reimbursable expenses with the following budget:

<u>Task</u>	<u>Budget</u>
Soil Borings	\$1,600
MEDC RAP Application	\$3,200
Easement Assistance	\$6,400
Traffic Study Items	
Bridge Street One-Way Reversal	\$11,000
<u>Water Street Signal Warrants</u>	<u>\$1,000</u>
Total Proposed Addl. Budget	\$23,200

Authorization to proceed with the work under our existing Professional Services Agreement for General Consultation dated March 16, 1993 can be given by returning a copy this proposal, signed below as indicated. In the meantime, please feel free to contact us with any questions.

Sincerely,

FLEIS & VANDENBRINK



Jonathan W. Moxey, P.E.  
Project Manager



Don DeVries, P.E.  
Principal

**AUTHORIZATION TO PROCEED WITH  
ADDITIONAL PRE-DESIGN SERVICES FOR KENT  
STREET IMPROVEMENTS**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 22-59**

**A RESOLUTION APPROVING FLEIS & VANDENBRINK'S PROPOSAL TO PROVIDE BRIDGE INSPECTION SERVICES FOR 2022**

**WHEREAS**, the Michigan Department of Transportation (MDOT) requires that all bridge structures eligible for federal funds be inspected at least once every two years; and

**WHEREAS**, the Grand River Avenue and Bridge Street bridges were last inspected in August of 2020 and the Divine Highway Bridge in August of 2021 and are due to be re-inspected; and

**WHEREAS**, federal regulations require a special fracture critical inspection be done on all bridges with fracture critical members at least with the same frequency as the routine inspections (currently once every two years) in an effort to prevent a catastrophic event; and

**WHEREAS**, the Bridge Street Bridge is a historic steel truss bridge with fracture critical members (steel members in tensions whose failure would likely cause a collapse) that requires a special hands-on inspection that will require the bridge to be closed to traffic during the inspection; and

**WHEREAS**, Fleis & VandenBrink has provided a proposal to do the routine bridge inspections for all three bridges and the fracture critical inspection for \$3,600.00, a copy of the proposal is attached as Exhibit A.

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

1. The City Council approves Fleis & VandenBrink's proposal to do the routine bridge inspections for all three bridges and the fracture critical inspection for \$3,600.00, a copy of which 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:** July 18, 2022

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

July 8, 2022

Via Email: [citymanager@portland-michigan.org](mailto:citymanager@portland-michigan.org)

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

**RE: 2022 Bridge Inspection Services**

Dear Tutt:

As you are aware, the Michigan Department of Transportation requires that all bridge structures eligible for federal funds be inspected at least biennially in accordance with the National Bridge Inspection Standards.

Because we last inspected the Grand River Avenue and Bridge Street bridges in August of 2020 and the Divine Highway bridge in August of 2021, they are soon due for inspection. While inspection of the boardwalk structure between Grand River Avenue and Bridge Street is not mandated by MDOT or FHWA, periodic inspection is recommended based on its age and condition. We propose the following work plan and budget to complete the inspection work.

## WORK PLAN

### Routine Bridge Inspections

- Review the existing bridge files for the structures.
- Conduct a routine field inspection of each structure. During the inspection we will assess the physical condition of the various components of the structure and make maintenance recommendations. Inspection of underwater components shall be done visually, by wading and probing.
- Provide condition ratings for bridge components in accordance with National Bridge Inspection Standards (NBIS), the AASHTO Manual for Condition Evaluation of Bridges and the Michigan Bridge Analysis Guide.
- Identify and provide recommendations for additional inspection or analysis (load rating, underwater inspection, scour analysis, etc.).
- Review the inspection frequency with the Bridge Inspection Frequency Guidelines and notify the City of recommended revisions.
- Prepare and submit the required inspection forms. These forms will be submitted electronically in accordance with current procedures.
- Prepare a bridge inspection report. The report will consist of a letter with report forms, photographs and recommendations for further inspection and/or maintenance, and quality control plan. The report will also include observations, conclusions and recommendations for the boardwalk structure with photographs taken during the inspection.

### Fracture Critical Inspection

The Bridge Street Bridge has fracture critical members (steel members in tension whose failure would likely cause a portion of or the entire bridge to collapse), and federal regulations require a special fracture critical inspection cycle with at least the same frequency as the routine inspections (currently 24 months). The fracture critical inspection will include the following:

- Review the schematic plan originally developed in conjunction with the 2012 inspection.
- Perform a “hands on” inspection of fracture critical members (within arm’s length) incorporating access and safety equipment as well as signage for traffic. Similar to in prior years, we have assumed the City will be providing traffic control to close the bridge and the work will be done in August to avoid impacting school traffic.
- Key the results of the inspection to the structure plans.
- Prepare follow-up procedures as applicable (non-destructive evaluation, analysis, retrofits/repairs, etc.).
- Input the inspection data into MIBRIDGE.
- Prepare a fracture critical inspection report incorporating photographs, inspection reports, plans and follow-up procedures.

### ENGINEERING FEES

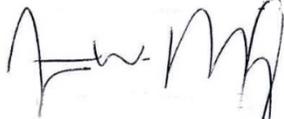
We propose to complete the above work for the following lump sum fees:

<i>Task</i>	<i>Fee</i>
Routine Bridge Inspection (3 NHI structures plus boardwalk structure)	\$2,200
<u>Fracture Critical Inspection – Bridge Street over the Grand River</u>	<u>1,400</u>
<b>Total Fee</b>	<b>\$3,600</b>

Approval to proceed with the inspection work under our existing Professional Services Agreement can be given by returning a copy of this proposal signed where indicated. Please feel free to contact me with any questions.

Sincerely,

FLEIS & VANDENBRINK



Jonathan W. Moxey, P. E.  
Project Manager

### AUTHORIZATION TO PROCEED WITH 2022 BRIDGE INSPECTION SERVICES

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 22-60**

**RESOLUTION OF SUPPORT FOR  
KENT STREET SIDEWALK IMPROVEMENTS**

**WHEREAS**, the City of Portland, in cooperation with the Michigan Department of Transportation, intends to construct sidewalk improvements including concrete replacement, streetlight and tree relocation, crosswalk enhancements, accessibility improvements and related work between Academy Street and Grand River Avenue; and,

**WHEREAS**, the City is seeking financial support from the Michigan Department of Transportation's Transportation Alternatives Program in the amount of \$322,800 towards the project, which is 60% of the total estimated eligible costs; and,

**WHEREAS**, the City has budgeted for its 40% local match in the amount of \$215,200, plus associated road work, engineering, legal and administrative costs for the project, as well as any cost overruns; and,

**WHEREAS**, the City has developed plans for long term maintenance of the improvements and commits to owning/operating the constructed improvements and funding/implementing a maintenance plan in perpetuity or causing operations and maintenance to occur; and,

**NOW THEREFORE BE IT RESOLVED**, that the City of Portland does hereby declare its support for the Kent Street Improvements project, pledges its local match and non-participating expenses for this project and will provide long term maintenance of the improvements.

**AND FURTHERMORE**, that the City Manager, Tutt Gorman, is hereby authorized to sign the grant agreement on behalf of the City of Portland and that signature constitutes acceptance of the terms and conditions of the grant agreement.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** July 18, 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. 22-61**

**A RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT TO  
CITY BOARDS AND COMMISSIONS**

**WHEREAS**, City Council has established guidelines for appointments to City Boards and Commissions pursuant to Council Policy 96-1; and

**WHEREAS**, the Mayor has reviewed the applications for the various City Boards and Commissions and, in accordance with Council Policy 96-1, requests that the Council confirm the following appointments:

Downtown Development Authority

-Rebecca Ward to a term expiring June 30, 2026

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

1. The Portland City Council confirms the Mayor's appointment as set forth above.
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:** July 18, 2022

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

# City of Portland

Portland, Michigan

## Minutes of the City Council Meeting

Held on Tuesday, July 5, 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

Guests: 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 that he has issued a correspondence outlining and explaining the challenges with the design for the upcoming Kent St. Improvement Project. DDA Director ConnerWellman has distributed the communication to downtown business owners and it was mailed with the July utility bills. The easements for the street project have been drafted and are under legal review at this time.

The Wastewater Treatment Plant Project is at the 99% Design Phase; permitting has begun. The project will potentially go to bid next month. With the current inflation in the economy bids are expected to come back higher than previously estimated and the project total could be up to \$12.7 million before the principal forgiveness. Additional funding sources are still being sought.

The RFP process for the Fiber Project will conclude on July 8, 2022. There have been a couple of interested parties that are anticipated to submit bids. If there are no qualified bidders or the submitted bids do not meet the required specifications the City will have to decide whether to proceed with the project with funding through a Special Assessment or through a bond proposal vote.

City Manager Gorman noted the significant amount of road repairs and maintenance that has been done over the past few weeks. He extended his thanks to DPW Supervisor Ken Gensterblum for all of his efforts. Later this summer road repairs will be made to Virginia Ave.

City Manager Gorman noted he has been working with Denny Cunningham of Riversedge Grill on placement of tables/chairs on boardwalk. This has been somewhat of a challenge in addressing terms of his liquor license and the effects this will have for pedestrians on the boardwalk. The City will be addressing the effects of this type of use across the entire boardwalk as other businesses consider this use.

The Planning Commission will continue its review of the Draft Zoning Ordinance at its meeting next week July 13, 2022.

The fireworks on July 1, 2022 were a great event and were well attended. The parade on the 4<sup>th</sup> of July was also a fantastic event. He thanked everyone involved in these celebrations.

Under Presentations, Director ConnerWellman presented her downtown report.

Under New Business, the City Council considered Resolution 22-54 to approve the replacement of the drop box at City Hall in the amount of \$7,787.61. The current drop box is original to City Hall and is in need of replacement.

Motion by Johnston, supported by Sheehan, to approve Resolution 22-54 approving the replacement of the drop box at Portland City Hall.

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 22-55 to approve a payment to Farabee Mechanical, Inc. in the amount of \$111,967.75 for repairs to the Norberg, Cooper Bessemer, and Fairbanks Morse Engines at the Electric Department.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 22-55 approving payment to Farabee Mechanical, Inc. for repairs to the Norberg, Cooper Bessemer, and Fairbanks Morse engines at the Electric Department.

Yeas: VanSlambrouck, Fitzsimmons, Johnston, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 22-56 to approve payment to F&V Construction in the amount of \$126,350.00 for work performed for the Wastewater Treatment Plant Project.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 22-56 approving payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 22-57 to confirm the Mayor's appointment to City Boards and Commissions.

Motion by VanSlambrouck, supported by Sheehan, to approve Resolution 22-57 confirming the Mayor's appointment to City Boards and Commissions.

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

Motion by Fitzsimmons, supported by Johnston, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on June 20, 2022, payment of invoices in the amount of \$232,322.74 and payroll in the amount of \$124,470.03 for a total of \$356,792.77. Purchase orders to Anatum GeoMobile Solutions in the Amount of \$8,686.00 for GIS Locator Equipment, and the Portland Area Municipal Authority in the Amount of \$11,454.06 for renovations to the PAMA Building were also included.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman thanked the Chief Thomas and the Police Department for their assistance with the many recent community events.

Under Council Comments, Council Member Sheehan thanked everyone involved with the parade. It was a great event.

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

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

Meeting adjourned at 7:34 P.M.

Respectfully submitted,

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James E. Barnes, Mayor

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Monique I. Miller, City Clerk

**City of Portland**  
**Synopsis of the Minutes of the July 5, 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; DDA Director ConnerWellman; Police Chief Thomas

**Presentation** - Director ConnerWellman presented her downtown report.

**Approval of Resolution 22-54** approving the replacement of the drop box at Portland City Hall.

All in favor. Adopted.

**Approval of Resolution 22-55** approving payment to Farabee Mechanical, Inc. for repairs to the Norberg, Cooper Bessemer, and Fairbanks Morse engines at the Electric Department.

All in favor. Adopted.

**Approval of Resolution 22-56** approving payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.

All in favor. Adopted.

**Approval of Resolution 22-57** confirming the Mayor’s appointment to City Boards and Commissions.

All in favor. Adopted.

**Approval of the Consent Agenda.**

All in favor. Adopted.

**Adjournment at 7:34 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
CHRIS TEACHOUT	02604	CLOTHING ALLOW - ELECTRICAL	118.76
TIMBER TREE SERVICES LLC	01817	LEIK GROVE STUMP GRINDING - COM PROMO	277.50
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL - MAJ STS	1,375.00
TIMBER TREE SERVICES LLC	01817	STUMP REMOVAL - MAJ STS	727.50
TIMBER TREE SERVICES LLC	01817	STUMP REMOVAL - MAJ STS	1,822.50
CAPITAL EQUIPMENT IONIA	02750	TRIMMER - MAJ STS	274.99
DORNBOS SIGN, INC.	00067	SIGNS - MAJ, LOC STS	384.00
PURITY CYLINDER GASES, INC.	00380	QUARTERLY CYLINDER RENT - AMB	332.82
PM TECHNOLOGIES	02662	SUPPLIES/PARTS - WATER	1,008.38
FAMILY FARM & HOME	01972	GLOVES, SAFETY GLASSES - WATER	23.98
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	418.77
DORNBOS SIGN, INC.	00067	WELCOME SIGNS - COM PROMO	1,614.00
RECYCLE IONIA, INC.	02403	ELECTRONIC RECYCLING DAY - COM PROMO	2,800.00
MICHIGAN PAVEMENT MARKINGS	00885	STREET PAINTING 2022 - MAJ STS APPR RES 22-21	16,630.90
MUNICIPAL SUPPLY CO.	00324	SUPPLIES - ELECTRIC	264.35
SELBY LAWN CARE	02736	LAWN SERVICE - ELECTRIC	437.50
KENDALL ELECTRIC	00225	SUPPLIES - ELECTRIC	520.78
NTH CONSULTANTS, LTD	02708	PROFESSIONAL SVCS - ELECTRIC	1,305.00
PURITY CYLINDER GASES, INC.	00380	QRTLY CYLANDER RENT - MTR POOL	250.09
CULLIGAN	02130	2 WATER CITY HALL - GEN	15.50
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	109.00
VERIZON WIRELESS	00470	PHONE DATA - VAR DEPTS	945.05
F&V OPERATIONS & RESOURCE MANAGMNT	02564	PROFESSIONAL SERVICES - WW	10,387.67
CULLIGAN	02130	WATER COOLER RENTAL - WW	15.00
DICKINSON WRIGHT PLLC	02244	PROF SVCS MAY 31, 2022 - GEN, ELECTRIC	1,121.00
PAMA	01370	CON TO PAMA 2021 YR END AUDIT - COM PROMO	100.00
GRANGER	00175	REFUSE - REFUSE	12,757.71
ERIK LITTS	01797	ASSESSING SVCS 1ST HALF OF JULY 2022- ASSESSING	1,416.66
STAR THOMAS	01654	POSTAGE & GRAMMARLY PRM REIM - POLICE, AMB	97.10
ASPHALT RESTORATION, INC.	02751	OVERBAND CRACKFILLING - MAJ STS APPRV RES 22-35	58,828.00
FAMILY FARM & HOME	01972	CONCRETE MORTAR MIX - MAJ STS	37.92

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
BADGER METER INC.	02247	ORION CELLULAR LTE SVC - WATER	59.63
UTILITY CONSULTING GROUP, LLC	00465	CALC PCA FACTOR - ELECTRIC	225.00
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	804.70
ROBERT W LAMSON, PHD	MISC	EVALUATION POST-COE M JIMENEZ - POLICE	465.00
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL RIVERWALK - PARKS	375.00
LARRY CUSHION TROPHIES & ENGRAVING	02726	MENS SOFTBALL TROPHY - REC	45.00
PLB PLANNING GROUP LLC	02504	CONSULTATION - CODE	1,221.65
TIMBER TREE SERVICES LLC	01817	TREE REMOVAL STUMP GRINDING - PARKS	1,092.00
FAMILY FARM & HOME	01972	GLOVES, KNEE PADS - PARKS, CEM	109.94
FAMILY FARM & HOME	01972	FARM FENCE & SUPPLIES - CEM	296.87
GRANGER	00175	REFUSE - ELECTRIC	86.00
GRANGER	00175	REFUSE - WW	152.58
ALT PRINTING CO.	02712	MEN'S SOFTBALL CHAMP SHIRTS - REC	201.50
MENARDS	00260	LUMBER TWO RIVERS FOOTBRIDGE - PARKS	1,097.50
MENARDS	00260	PRUNERS - CEM	50.94
CONSUMERS CONCRETE CORPORATION	00094	CONCRETE BRICK - LOC STS	34.50
MCKEARNEY ASPHALT & SEALING INC.	02541	ASPHALT REPAIR SWR MAIN REPAIR - WW	5,000.00
MCKEARNEY ASPHALT & SEALING INC.	02541	MILL & FILL E GR & CHARLOTTE HWY - MAJ STS APPF	35,000.00
BLUE CORD CONCRETE CONSTRUCTION	02752	SIDEWALK REPLACEMENT - MAJ, LOC STS	2,535.04
GRANGER	00175	REFUSE - MTR POOL, PARKS, CEM	374.26
STAPLES BUSINESS CREDIT	00426	VAR SUPPLIES/PURCHASES - VAR DEPTS	105.06
FAMILY FARM & HOME	01972	SAFETY GLASSES - WATER	10.99
FORTE PAYMENTS, INC.	02522	CC PAYMENTS - REC	72.68
AMERIGAS -5248	00398	PROPANE TANK RENT/REFILL - WW	187.77
TROJAN UV	02175	LAMP KIT, HARNESS PLUGS - WW	3,560.26
FOSTER BLUE WATER OIL, LLC	02301	CORRECTED SHORTAGE OWED - PARKS, CEM	10.59
CENTURYLINK	01567	PHONE SERVICES - GEN, WATER, WW, MP, ELECT	1.00
HYDROCORP	02340	INSPECTION & REPORT - WTR APP RES 21-49	525.00
SPARROW OCCUPATIONAL HEALTH-LANSIN	00340	EMPLOYMENT PHYSICAL - AMB, POLICE	364.00
CHRIS TEACHOUT	02604	SUMMER SAFETY MEETING FOOD - VAR DEPTS	250.00
MI MUNICIPAL LIAB & PROP POOL	00288	POOL RENEW PREMIUM 22-23 -VAR DEPTS	104,212.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
RYAN HONSOWITZ	00191	CLOTHING ALLOW - CEM, MTR POOL	9.95
GRANGER	00175	REFUSE - POL, COMM PROMO	86.00
USA TODAY NETWORK	02501	COUN MTG SYNOPSIS, ORDIANCE 17555 - GEN	140.82
UTILITY SERVICE CO. INC.	02133	QRTLY S TANK - WATER	6,445.19
UTILITY SERVICE CO. INC.	02133	QRTLY HILL ST. TANK - WATER	4,868.54
AECOM TECHNICAL SERVICES	01810	FERC MONITORING - ELECTRIC	2,600.81
CINTAS	00083	UNIFORM CLEANING, BLDG SUPPLIES - VAR DEPTS	1,529.44
HUTSON, INC.	02677	JOHN DEERE 2 TRACK - MTR POOL APPR CONS AGEN 5-	6,700.00
FAMILY FARM & HOME	01972	SUPPLIES - MTR POOL, MAJ STS	46.62
CULLIGAN	02130	1X WATER - WW	8.75
APPLIED IMAGING	02493	CITY HALL COPY MACHINE MAINT - GENERAL	79.61
APPLIED IMAGING	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AMB	12.86
CHRIS TEACHOUT	02604	REIM DISPOSAL OFF WASTE DAM DEMO - ELECTRIC	140.48
GRP ENGINEERING INC.	01994	GIS MAPPING/ASSET MGMT & SUPPORT - ELECT COUN F	481.73
GRP ENGINEERING INC.	01994	GIS MAPPING/ASSET MGMT & SUPPORT - ELECT COUN F	522.00
MUNICIPAL SUPPLY CO.	00324	6" COUPLING - LOC STS	6.00
GRANGER	00175	STR SWEEPINGS - MAJ, LOC STS	252.00
DORNBOS SIGN, INC.	00067	POSTS - MAJ STS	151.90
APWA MEMBERSHIP	02701	MEMBERSHIP FEES - MAJ, LOC STS	420.00
TOM'S FOOD CENTER	00452	VAR SUPPLIES/PURCHASES - VAR DEPTS	1,569.70
HAMLETT ENVIRONMENTAL	02699	WEAR PLATE KIT THICKENER PUMP - WW	696.00
WESTPHALIA MILLING CO.	00480	FIELD MARKER - REC	59.40
FOSTER BLUE WATER OIL, LLC	02301	GAS TANK REFILL - PARK, CEM	872.67
HUTSON, INC.	02677	2 TRACK MOWER TRADE IN - PARK, CEM	3,200.00
FAMILY FARM & HOME	01972	GRASS/BRUSH KILLER - PARKS, CEM	194.98
CULLIGAN	02130	4X WATER - PARKS, CEM	29.00
APPLIED IMAGING	02493	COPY MACHINE MAINT - ELECTRIC	48.27
KATERBERG VERHAGE	02685	TREE REPLACEMENT TOAN PARK - PARKS	1,155.00
GRP ENGINEERING INC.	01994	GIS MAPPING/ASSET MGMT & SUPPORT - ELECT COUN F	962.50
GRP ENGINEERING INC.	01994	GIS MAPPING/ASSET MGMT & SUPPORT - ELECT COUN F	1,082.50
ED FILTER	00540	OFFICIAL - REC	120.00

Date: 07/13/22

**CITY OF PORTLAND INVOICE REGISTER**

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VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
EMMA HONSOWITZ	02572	OFFICIAL - REC	96.00
FAMILY FARM & HOME	01972	GRASS SEED/CONCRETE - WATER, MAJ STS	155.59
Total:			\$309,688.20

**BI-WEEKLY  
WAGE REPORT  
July 11, 2022**

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.	9,903.05	9,903.05	3,833.62	3,833.62	13,736.67	13,736.67
ASSESSOR	-	-	-	-	-	-
CEMETERY	5,167.39	5,167.39	2,264.58	2,264.58	7,431.97	7,431.97
POLICE	16,656.85	16,656.85	4,123.67	4,123.67	20,780.52	20,780.52
CODE ENFORCEMENT	112.65	112.65	9.01	9.01	121.66	121.66
PARKS	5,539.61	5,539.61	910.07	910.07	6,449.68	6,449.68
INCOME TAX	2,248.07	2,248.07	716.37	716.37	2,964.44	2,964.44
MAJOR STREETS	3,955.00	3,955.00	1,864.37	1,864.37	5,819.37	5,819.37
LOCAL STREETS	3,895.59	3,895.59	1,941.50	1,941.50	5,837.09	5,837.09
RECREATION	344.53	344.53	113.88	113.88	458.41	458.41
AMBULANCE	15,936.54	15,936.54	3,398.81	3,398.81	19,335.35	19,335.35
DDA	2,441.38	2,441.38	467.46	467.46	2,908.84	2,908.84
ELECTRIC	21,453.05	21,453.05	8,980.07	8,980.07	30,433.12	30,433.12
WASTEWATER	8,038.26	8,038.26	3,421.04	3,421.04	11,459.30	11,459.30
WATER	6,546.51	6,546.51	2,711.50	2,711.50	9,258.01	9,258.01
MOTOR POOL	445.78	445.78	155.00	155.00	600.78	600.78
<b>TOTALS:</b>	<b>102,684.26</b>	<b>102,684.26</b>	<b>34,910.95</b>	<b>34,910.95</b>	<b>137,595.21</b>	<b>137,595.21</b>



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PERIOD ENDING 06/30/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	06/30/2022	MONTH 06/30/2022	(DECREASE)	BALANCE	
Fund 101 - GENERAL FUND							
Revenues							
101-000-402.000	REAL PROPERTY TAXES	1,133,465.00	1,144,926.74		0.00	(11,461.74)	101.01
101-000-432.000	PILOT-GOLDEN BRIDGE MANOR	1,700.00	1,780.17		1,780.17	(80.17)	104.72
101-000-432.001	PILOT- WODA (OLD SCHOOL MANOR)	2,000.00	3,030.19		0.00	(1,030.19)	151.51
101-000-434.000	TRAILER FEES	300.00	0.00		0.00	300.00	0.00
101-000-445.000	PENALTY & INTEREST	5,350.00	3,528.33		0.00	1,821.67	65.95
101-000-447.000	TAX COLLECTION FEES	45,450.00	45,914.98		0.00	(464.98)	101.02
101-000-451.000	SPECIAL ASSESSMENT FEES	0.00	5.64		0.00	(5.64)	100.00
101-000-476.000	BUSINESS PERMITS	100.00	600.00		0.00	(500.00)	600.00
101-000-477.000	CABLE TV FEES	19,500.00	17,938.29		0.00	1,561.71	91.99
101-000-490.000	NON-BUSINESS PERMITS	75,000.00	75,265.80		5,877.00	(265.80)	100.35
101-000-528.001	FEDERAL GRANTS-ARPA COVID LOC FISCAL REC	0.00	207,442.77		207,442.77	(207,442.77)	100.00
101-000-543.000	ACT 302 POLICE TRAINING GRANT	660.00	700.12		0.00	(40.12)	106.08
101-000-570.000	LIQUOR FEES	3,720.00	3,931.95		0.00	(211.95)	105.70
101-000-573.000	LOCAL COMM. STABILIZATION SHARE APPROP	3,000.00	21.28		0.00	2,978.72	0.71
101-000-574.000	REVENUE SHARING-CONST SALES	351,597.00	409,222.00		66,450.00	(57,625.00)	116.39
101-000-574.001	REVENUE SHARING-STAT SALES	111,919.00	113,784.00		19,026.00	(1,865.00)	101.67
101-000-609.000	SEX OFFENDER REGISTRATION FEES	100.00	0.00		0.00	100.00	0.00
101-000-620.000	PBT TESTING FEES	1,000.00	0.00		0.00	1,000.00	0.00
101-000-623.000	TRANSCRIPT FEES	600.00	996.50		70.00	(396.50)	166.08
101-000-624.000	MISCELLANEOUS FEES	200.00	0.78		0.00	199.22	0.39
101-000-628.000	ADMINISTRATIVE CHARGES	329,026.00	329,025.96		27,418.83	0.04	100.00
101-000-630.000	CEMETERY LOT SALES	12,200.00	7,810.00		190.00	4,390.00	64.02
101-000-633.000	CEMETERY CARE FEES	6,500.00	5,954.80		288.00	545.20	91.61
101-000-634.000	GRAVE OPENING FEES	15,500.00	12,500.00		2,075.00	3,000.00	80.65
101-000-656.000	DISTRICT COURT FINES	9,000.00	6,103.06		383.11	2,896.94	67.81
101-000-661.000	PARKING FINES	4,300.00	1,959.00		70.00	2,341.00	45.56
101-000-663.000	MISCELLANEOUS FINES	2,000.00	1,271.00		161.00	729.00	63.55
101-000-665.000	INTEREST INCOME	0.00	(72.93)		(30.31)	72.93	100.00
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	0.00	254.75		0.07	(254.75)	100.00
101-000-667.000	RENTAL INCOME	6,000.00	9,405.00		1,945.00	(3,405.00)	156.75
101-000-676.001	DONATIONS-MISCELLANEOUS	0.00	100.00		0.00	(100.00)	100.00
101-000-676.004	DONATION-RED MILL BUILDING	10,000.00	20,000.00		0.00	(10,000.00)	200.00
101-000-677.000	MOWING/STUMP/SNOW REMOVAL	0.00	(157.38)		0.00	157.38	100.00
101-000-678.000	MERS FOREITURE REVENUES	21,500.00	32,847.87		2,932.70	(11,347.87)	152.78
101-000-678.004	REIMBURSEMETNS-PATROL	0.00	399.00		0.00	(399.00)	100.00
101-000-678.005	REIMBURSEMENTS-INSURANCE AND WC	5,000.00	4,731.17		0.00	268.83	94.62
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	69,500.00	80,104.80		5,732.76	(10,604.80)	115.26
101-000-678.007	REIMBURSEMENTS-PAMA	2,000.00	1,864.80		0.00	135.20	93.24
101-000-699.150	TRANSFER FROM PERP CARE	50.00	6.15		0.53	43.85	12.30
101-000-699.582	TRANSFER FROM ELECTRIC (IN LIEU	160,000.00	160,000.00		0.00	0.00	100.00
101-000-699.590	TRANS FROM WASTEWATER (IN LIEU O	41,446.00	41,446.00		0.00	0.00	100.00
101-000-699.591	TRANSFER FROM WATER (IN LIEU OF	32,009.00	32,009.00		0.00	0.00	100.00
TOTAL REVENUES		2,481,692.00	2,776,651.59		341,812.63	(294,959.59)	111.89
Expenditures							
100	COUNCIL	69,160.00	60,032.39		12,782.48	9,127.61	86.80
172	CITY MANAGER	182,506.00	172,095.56		15,754.30	10,410.44	94.30
201	GENERAL ADMINISTRATION	478,141.00	445,154.86		22,588.03	32,986.14	93.10
257	ASSESSING	54,240.00	54,200.66		4,167.75	39.34	99.93
262	ELECTIONS	6,550.00	3,817.57		75.78	2,732.43	58.28
265	CITY HALL	76,090.00	67,817.51		2,847.33	8,272.49	89.13
301	POLICE	801,163.00	660,056.02		48,432.59	141,106.98	82.39
371	CODE ENFORCEMENT	53,111.00	37,186.96		961.52	15,924.04	70.02
567	CEMETERY	186,261.00	162,978.99		18,148.98	23,282.01	87.50

## REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD ENDING 06/30/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDT USED
		AMENDED BUDGET	06/30/2022 NORMAL (ABNORMAL)	MONTH 06/30/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 101 - GENERAL FUND								
Expenditures								
707	COMMUNITY PROMOTIONS	356,179.00	332,183.89	22,488.22		23,995.11		93.26
728	ECONOMIC DEVELOPMENT	29,000.00	19,971.15	1,056.37		9,028.85		68.87
751	PARKS	365,641.00	314,857.99	26,903.58		50,783.01		86.11
TOTAL EXPENDITURES		2,658,042.00	2,330,353.55	176,206.93		327,688.45		87.67
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		2,481,692.00	2,776,651.59	341,812.63		(294,959.59)		111.89
TOTAL EXPENDITURES		2,658,042.00	2,330,353.55	176,206.93		327,688.45		87.67
NET OF REVENUES & EXPENDITURES		(176,350.00)	446,298.04	165,605.70		(622,648.04)		253.08

PERIOD ENDING 06/30/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	06/30/2022 NORMAL (ABNORMAL)	MONTH 06/30/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
	TOTAL REVENUES	801,500.00	1,036,538.53	53,586.37	(235,038.53)	129.32
	TOTAL EXPENDITURES	765,556.00	465,995.26	48,988.44	299,560.74	60.87
	NET OF REVENUES & EXPENDITURES	35,944.00	570,543.27	4,597.93	(534,599.27)	1,587.31
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
	TOTAL REVENUES	892,688.00	639,387.55	106,412.19	253,300.45	71.62
	TOTAL EXPENDITURES	1,011,720.00	521,127.93	25,548.79	490,592.07	51.51
	NET OF REVENUES & EXPENDITURES	(119,032.00)	118,259.62	80,863.40	(237,291.62)	99.35
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
	TOTAL REVENUES	338,046.00	383,258.44	107,748.03	(45,212.44)	113.37
	TOTAL EXPENDITURES	405,745.00	320,853.85	24,932.97	84,891.15	79.08
	NET OF REVENUES & EXPENDITURES	(67,699.00)	62,404.59	82,815.06	(130,103.59)	92.18
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
	TOTAL REVENUES	101,700.00	91,889.70	15,313.16	9,810.30	90.35
	TOTAL EXPENDITURES	83,305.00	66,649.32	6,226.73	16,655.68	80.01
	NET OF REVENUES & EXPENDITURES	18,395.00	25,240.38	9,086.43	(6,845.38)	137.21
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
	TOTAL REVENUES	642,841.00	669,070.09	43,118.50	(26,229.09)	104.08
	TOTAL EXPENDITURES	731,644.00	665,822.44	52,911.78	65,821.56	91.00
	NET OF REVENUES & EXPENDITURES	(88,803.00)	3,247.65	(9,793.28)	(92,050.65)	3.66
Fund 248 - DDA FUND						
Fund 248 - DDA FUND:						
	TOTAL REVENUES	301,160.00	337,133.93	7,127.78	(35,973.93)	111.95
	TOTAL EXPENDITURES	797,300.00	762,142.18	14,264.86	35,157.82	95.59
	NET OF REVENUES & EXPENDITURES	(496,140.00)	(425,008.25)	(7,137.08)	(71,131.75)	85.66
Fund 520 - REFUSE SERVICE FUND						
Fund 520 - REFUSE SERVICE FUND:						
	TOTAL REVENUES	154,000.00	139,831.36	12,786.71	14,168.64	90.80
	TOTAL EXPENDITURES	152,550.00	138,720.71	0.00	13,829.29	90.93
	NET OF REVENUES & EXPENDITURES	1,450.00	1,110.65	12,786.71	339.35	76.60
Fund 582 - ELECTRIC FUND						
Fund 582 - ELECTRIC FUND:						
	TOTAL REVENUES	4,407,525.00	4,368,401.84	289,472.02	39,123.16	99.11
	TOTAL EXPENDITURES	5,560,883.00	4,477,236.40	441,082.41	1,083,646.60	80.51
	NET OF REVENUES & EXPENDITURES	(1,153,358.00)	(108,834.56)	(151,610.39)	(1,044,523.44)	9.44
Fund 590 - WASTEWATER FUND						
Fund 590 - WASTEWATER FUND:						
	TOTAL REVENUES	1,062,852.00	982,825.52	79,732.79	80,026.48	92.47
	TOTAL EXPENDITURES	1,685,064.00	1,270,383.05	101,438.15	414,680.95	75.39
	NET OF REVENUES & EXPENDITURES	(622,212.00)	(287,557.53)	(21,705.36)	(334,654.47)	46.22

## REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD ENDING 06/30/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDT USED
		AMENDED BUDGET	06/30/2022	MONTH 06/30/2022	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 591 - WATER FUND								
Fund 591 - WATER FUND:								
TOTAL REVENUES		970,867.00	912,876.31		56,093.74		57,990.69	94.03
TOTAL EXPENDITURES		1,371,044.00	634,322.05		50,884.54		736,721.95	46.27
NET OF REVENUES & EXPENDITURES		(400,177.00)	278,554.26		5,209.20		(678,731.26)	69.61
Fund 661 - MOTOR POOL FUND								
Fund 661 - MOTOR POOL FUND:								
TOTAL REVENUES		574,810.00	321,102.87		14,752.80		253,707.13	55.86
TOTAL EXPENDITURES		750,070.00	304,612.46		6,823.29		445,457.54	40.61
NET OF REVENUES & EXPENDITURES		(175,260.00)	16,490.41		7,929.51		(191,750.41)	9.41
TOTAL REVENUES - ALL FUNDS		10,247,989.00	9,882,316.14		786,144.09		365,672.86	96.43
TOTAL EXPENDITURES - ALL FUNDS		13,314,881.00	9,627,865.65		773,101.96		3,687,015.35	72.31
NET OF REVENUES & EXPENDITURES		(3,066,892.00)	254,450.49		13,042.13		(3,321,342.49)	8.30

**Minutes of the Planning Commission  
Of the City of Portland**  
Held on Wednesday, June 8, 2022 at 7:00 P.M.  
In Council Chambers at City Hall

Portland Planning Commission Members Present: Parsons, Johnston, Fitzsimmons, Williamson

Absent: Roeser, Kmetz

Staff: City Manager Gorman; City Clerk Miller

Guests: Paul LeBlanc of PLB Planning Group, LLC

Chair Fitzsimmons called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Motion by Johnston, supported by Williamson, to excuse the absence of Members Roeser and Kmetz.

All in favor. Approved.

Motion by Williamson, supported by Parsons, to approve the proposed Agenda.

All in favor. Approved.

Motion by Williamson, supported by Johnston, to approve the minutes of the May 11, 2022 meeting as presented.

All in favor. Approved.

There was no public comment.

Under Old Business, for consideration of the proposed rezoning of the 107-acre parcel from TND PUD to R-2 Traditional Residential District and a 22-acre parcel from TND PUD to C-2 General Business District by Mayberry Homes on a portion of the Rindlehaven Development. City Manager Gorman noted the City has been waiting for Mayberry Homes to make a decision on how they would like to proceed with the proposed rezoning after hearing Public Comment at the October Planning Commission meeting and the tabling of the issue. There have been several discussions with Mr. Schroder of Mayberry Homes. Although nothing formal has been submitted, Mr. Schroeder has recently suggested a new proposal that would be similar to the current Planned Unit Development; mixed use plan. Mr. LeBlanc outlined some of the options the City has.

Motion by Parsons, supported by Williamson, to table the consideration of the proposed rezoning of a 107-acre parcel from TND PUD to R-2 Traditional Residential District and a 22-acre parcel from TND PUD to C-2 General Business District by Mayberry Homes on a portion of the Rindlehaven Development.

All in favor. Approved.

Mr. LeBlanc presented information on the Draft Zoning Ordinance and outlined the proposed changes.

Planning Commission Minutes  
June 8, 2022

There was review and discussion of the draft zoning ordinance.

City Manager Gorman provided development updates.

There was discussion.

Motion by Parsons, supported by Williamson, to adjourn the meeting at 9:18 P.M.  
All in favor. Approved.

Respectfully submitted,

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Jason Williamson, Secretary

**PORTLAND POLICE DEPARTMENT  
STATISTICAL INFORMATION  
JUNE 2022 STATS**

**Calls for Service**

Dispatched	95
Patrol Originated	5
Follow Up Complaints	27
Assist to PPD	3
Assist to Fire / EMS	5
Assist Other Depts	12

**Other Functions**

Subpoena Service	0
PBT's	0
Special Events	0
School Contacts (general)	2
Training	19
Administrative	17

**Traffic Stops**

Total Stops	45
Traffic Citations	13
Verbal Warnings	38
Parking Citations	2

**Other**

Physical Business Checks	
Interior	62
Exterior	272
Patrol Contacts	267

**Arrests (Excluding Juvenile Apprehensions)**

Misdemeanor Persons	6
Misdemeanor Charges	9
Felony Persons	2
Felony Charges	3

**Code Enforcement / Blight**

New Complaints	5
Follow up Complaints	6
Time Spent (in hours)	4.75

Code Enforcement:

	<b><u>Type</u></b>	<b><u>Street Location</u></b>
1	Grass / Junk	E Bridge St.
2	Grass	E Grand River Ave
3	Abandoned Vehicles	Lookingglass Ave.
4	Grass	Kent St.
5	Misc (Obj for sale ROW)	E Grand River Ave.

**IONIA COUNTY BOARD OF COMMISSIONERS**  
**BOARD OF COMMISSIONERS MEETING**  
**JULY 12, 2022 - 3:00 P.M.**  
**101 WEST MAIN STREET**  
**IONIA, MICHIGAN**

**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)
- VII. Unfinished Business**
- VIII. New Business**
  - A. Request Approval to Change Part-Time to Full-Time Position – Commission on Aging – Carol Hanulcik
  - B. Request Approval to Add Full Telecommunicator – Central Dispatch – Lance Langdon
  - C. Request Approval of Resolution Supporting MDNR Grant Funding Request – Jason Eppler
  - D. Request Approval of Pay Grade for/Posting of Vacant Finance Director Position – Jason Eppler
- IX. Department Reports**
- 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**

- A. Closed Session to Discuss Strategy Associated with Negotiating a Collective Bargaining Agreement

**XIV. Adjournment**

**Board and/or Commission Vacancies**

- Economic Development Corporation/Brownfield Redevelopment Authority – Four- three-year terms.
- Board of Public Works-Two-three-year terms
- Central Dispatch-One-two-year Emergency Medical Representative and one-two-year Township Board Representative
- Commission on Aging Board-One-three-year term expired in September
- Parks Advisory Board- Two-Two-year terms, Representative from the Fishing and Hunting Club, Member-at-Large from Lyons Area
- West Michigan Regional Planning Commission-Two-One-year term
- Land Bank Authority- two-three-year term
- Solid Waste Planning Committee-three-two-year term, one serving as industrial waste generator representative, one management industry, and one regional Solid Waste Planning Agency rep.

**Appointments for consideration in the month of July 2022:**

- NONE

**Appointments for consideration in the month of August 2022:**

- NONE

**IONIA COUNTY BOARD OF COMMISSIONERS**  
**BOARD OF COMMISSIONERS MEETING**  
**JULY 19, 2022 - 3:00 P.M.**  
**101 WEST MAIN STREET**  
**IONIA, MICHIGAN**

**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)
- VII. Unfinished Business**
- VIII. New Business**
  - A. Request Approval of Amendment to Substance Use Disorder Prevention Contractual Agreement – Chad Shaw
  - B. Request Approval of Speech Therapy Referral Service Agreement – Chad Shaw
  - C. Request Approval of Amendment #3 to Agreement with Michigan Department of Health and Human Services – Chad Shaw
  - D. Request Approval of Purchase of Emergency Services Trailer – Jason Pattok
  - E. Request Approval of Human Resources Specialist Position and Associated Pay Grade – Jason Eppler
- IX. Department Reports**
  - A. Public Defenders
  - B. Building 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 – Four- three-year terms.
- Board of Public Works-Two-three-year terms
- Central Dispatch-One-two-year Emergency Medical Representative and one-two-year Township Board Representative
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**Appointments for consideration in the month of July 2022:**

- NONE

**Appointments for consideration in the month of August 2022:**

- NONE