



CITY OF PORTLAND

2022 ANNUAL REPORT





March 23, 2023

Dear Portland City Council:

Please find within this document a copy of the Annual Report from each department of the City of Portland; the format is the same as previous years. This Annual Report is an outline of the services provided by the City of Portland and its employees. The purpose of this report is to focus on the major activities of 2022.

As always, we strive to provide the best service possible to the people of our community!

Sincerely,

A handwritten signature in blue ink that reads "Nikki Miller". The signature is written in a cursive style.

Nikki Miller
City Clerk

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As management of the City of Portland (City), we offer readers of the City of Portland's financial statements this narrative overview and analysis of the financial activities of the City of Portland for the fiscal year ended June 30, 2022.

The following is a discussion and analysis of City of Portland's (the City's) financial performance and position, providing an overview of the activities for the year ended June 30, 2022. This analysis should be read in conjunction with the *Independent Auditor's Report* and with the City's financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

Government-wide

- Total net position was \$28,704,305 (excluding component units).
- Governmental activities net position was \$15,392,780.
- Business-type activity net position was \$13,311,525.
- Component Unit net position was \$677,850.

Fund Level

- At the close of the fiscal year, the City's governmental funds reported a combined ending fund balance of \$4,516,478 with \$3,518,905 being nonspendable, restricted, committed or assigned for specific purposes and \$997,573 being unassigned.
- The General Fund realized \$90,870 more in revenues and other financing sources than anticipated for the fiscal year. The General Fund operations also expended \$226,231 less than appropriated when including other financing uses.
- Overall, the General Fund balance increased by \$140,651.

Capital and Long-term Debt Activities

- The total additions to the capital asset schedules for the primary government were \$2,371,044, excluding reclassifications. Significant capital purchases during the year included the Splashpad, Grand River Ave Bridge Project, Grand River Ave Small Urban, River Trail updates, Wastewater Treatment Plant, a Leaf Machine and Police Car.
- The total long-term debt for the primary government was \$4,698,056, a net decrease of \$324,471 from the prior year. This decrease was largely due to the natural reduction of debt and offset with the new leases payable for a street sweeper, heart monitors, and mailer.
- The City remains well below its authorized legal debt limit. The City debt limit, as defined by statute, is 10% of the state equalized property values, which currently equals \$13,011,134.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the City's annual financial report. The annual financial report of the City consists of the following components: 1) *Independent Auditor's Report*; 2) *Management's Discussion and Analysis* and 3) the *Basic Financial Statements* (government-wide financial statements, fund financial statements, notes to the financial statements), 4) *Required Supplementary Information* such as budget to actual comparisons for the General Fund and major Special Revenue Funds, and 5) *Other Supplementary Information* including combining financial statements for all nonmajor governmental funds and other funds and other financial data.

Government-wide Financial Statements (Reporting the City as a Whole)

The set of government-wide financial statements are made up of the Statement of Net Position and the Statement of Activities, which report information about the City as a whole, and about its activities. Their purpose is to assist in answering the question, is the City, in its entirety, better or worse off as a result of this fiscal year's activities? These statements, which include all nonfiduciary assets and liabilities, are reported on the *accrual basis of accounting*, similar to a private business. This means revenues are accounted for when they are *earned*, and expenses are accounted for when *incurred*, regardless of when the actual cash is received or disbursed.

The Statement of Net Position (page 16) presents all of the City's assets, deferred outflows of resources, liabilities, and deferred inflows of resources, recording the difference between them as "net position". Over time, increases or decreases in net position measure whether the City's financial position is improving or deteriorating.

The Statement of Activities (page 17) presents information showing how the City's net position changed during 2021/2022. All changes in net position are reported based on the period for which the underlying events giving rise to the change occurs, regardless of the timing of related cash flows. Therefore, revenue and expenses are reported in these statements for some items that will only result in cash flows in future financial periods, such as uncollected taxes and earned but unused employee vacation leave.

Both statements report the following activities:

- ***Governmental Activities*** - Most of the City's basic services are reported under this category. Taxes, charges for services and intergovernmental revenue primarily fund these services. Most of the City's general government departments, public safety, public works, health and welfare (ambulance), economic development, city improvements, street improvements, recreation activities, and other City wide elected official operations are reported under these activities.
- ***Business-type Activities*** - These activities operate like private businesses. The City charges fees to recover the cost of the services provided. The Electric Light and Power System, the Sewage Disposal System and Water System Fund and are examples of these activities.
- ***Discretely Presented Component Units*** - Discretely Presented Component units are legally separate organizations for which the City Council and Administration appoints a majority of the organization's policy board and there is a degree of financial accountability to the City. One organization is included as a discretely presented component unit: the Downtown Development Authority.

As stated previously, the government-wide statements report on an *accrual* basis of accounting. However, the governmental funds report on a *modified accrual* basis. Under modified accrual accounting, revenues are recognized when they are measurable and available to pay obligations of the fiscal period; expenditures are recognized when they are due to be paid from available resources.

Because of the different basis of accounting between the fund statements (described below) and the government-wide statements, pages 20 and 23 present reconciliations between the two statement types.

The following summarizes the impact of transitioning from modified accrual to full accrual accounting:

- Capital assets used in governmental activities (depreciation) are not reported on the fund financial statements of the governmental fund. Capital assets and depreciation expense are reported on the government-wide statements.
- Capital outlay spending results in capital assets on the government-wide statements but is reported as expenditures on the fund financial statements of the governmental funds.
- Internal service funds are reported as governmental activities on the government-wide statements but are reported as proprietary funds on the fund financial statements.
- Long-term liabilities, such as amounts accrued for sick and annual leave (compensated absences), etc. appear as liabilities on the government-wide statements; however, they will not appear on the fund financial statements unless current resources are used to pay a specific obligation.
- Long-term debt proceeds are reported as liabilities on the government-wide statements but are recorded as other financing sources on the fund financial statements.

Fund Financial Statements (Reporting the City's Major Funds)

The fund financial statements, which begin on page 18, provide information on the City's significant (major) funds, and aggregated nonmajor funds. A fund is a fiscal and accounting entity with a self-balancing set of accounts that the City uses to keep track of specific sources of funding and spending for a particular purpose. Traditional users of governmental financial statements will find the Fund Financial Statements presentation more familiar. The *basic financial statements* report major funds as defined by the Government Accounting Standards Board (GASB) in separate columns. Statement 34 defines a "major fund" as the General Fund, and any governmental or enterprise fund which has either total assets and deferred outflows of resources, total liabilities and deferred inflows of resources, total revenues or total expenditures/expenses that equal at least 10% of those categories for either the governmental funds or the enterprise funds *and* where the individual fund total also exceeds 5% of those categories for governmental and enterprise funds combined. The major funds for City of Portland include the General Fund, the City Income Tax Fund, the Major Street Fund, the Ambulance Fund, the Electric Light and Power System Fund, the Sewage Disposal System Fund, and the Water System Fund. All other funds are classified as nonmajor funds and are reported in aggregate by the applicable fund type.

The City's funds are divided into three categories - governmental, proprietary, and fiduciary - and use different accounting approaches:

- **Governmental Funds** - Most of the City's basic services are reported in the governmental funds. The focus of these funds is how cash and other financial assets that can be readily converted to cash, flow in and out during the course of the fiscal year and how the balances left at year-end are available for spending on future services. Consequently, the governmental fund financial statements provide a detailed short-term view that helps determine whether there are more or fewer financial resources that may be expended in the near future to finance the City's programs. Governmental funds include the *General Fund*, as well as *Special Revenue Funds* (use of fund balance is restricted, e.g., income tax, major street, local street, ambulance and recreation funds), *Capital Projects Funds* (used to report major capital acquisitions and construction, e.g., the Capital Improvement Fund - Street Projects), and *Debt Service Funds* (accounts for resources used to pay long-term debt principal and interest, e.g. the special assessments fund).
- **Proprietary Funds** - Services for which the City charges customers (whether outside the City structure or a City department) a fee is generally reported in proprietary funds. Proprietary funds use the same accrual basis of accounting used in the government-wide statements and by private business. There are two types of proprietary funds. *Enterprise funds* report activities that provide supplies and/or services to the general public. An example is the Sewer Disposal System Fund. *Internal Service funds* report activities that provide supplies or service to the City's other operations, such as the Motor Pool Fund. Internal Service funds are reported as governmental activities on the government-wide statements.

Notes to the Financial Statements

The Notes to the Financial Statements provide additional information that is essential to a full understanding of the detail provided in the government-wide and fund financial statements. The Notes can be found beginning on page 29 of this report.

Required Supplementary Information

Following the Basic Financial Statements is additional Required Supplementary Information (RSI), which further explains and supports the information in the financial statements. RSI includes budgetary comparison schedules for the General Fund and the major special revenue funds.

Other Supplementary Information

Other Supplementary Information includes combining financial statements for nonmajor governmental funds. These funds are added together by fund type and are presented in aggregate single columns in the appropriate single columns in the appropriate basic financial statements.

FINANCIAL ANALYSIS OF THE CITY AS A WHOLE

As previously stated, City of Portland's combined net position was \$28,704,305 at the end of this fiscal year's operations. The net position of the governmental activities was \$15,392,780; the business-type activities were \$13,311,525.

The City also reports its investment in capital assets (e.g. land, buildings, equipment, etc.) The City uses these capital assets to provide services to students and residents of the community; consequently, these assets are not available for future spending. Also, a certain amount of net position was restricted for specific purposes such as major streets, perpetual care, ambulance services, and debt service.

Net Position as of June 30, 2022 and 2021

	Governmental Activities		Business-type Activities		Total Primary Government	
	2022	2021	2022	2021	2022	2021
Current and Other Assets	\$ 5,001,968	\$ 4,252,837	\$ 6,224,930	\$ 5,657,711	\$ 11,226,898	\$ 9,910,548
Capital Assets	15,210,424	14,448,687	14,939,248	15,163,910	30,149,672	29,612,597
Total Assets	20,212,392	18,701,524	21,164,178	20,821,621	41,376,570	39,523,145
Deferred outflows of resources	911,010	809,757	518,107	528,303	1,429,117	1,338,060
Current Liabilities	453,110	638,462	1,155,560	625,849	1,608,670	1,264,311
Noncurrent Liabilities	4,315,093	4,381,768	6,651,882	6,827,366	10,966,975	11,209,134
Total Liabilities	4,768,203	5,020,230	7,807,442	7,453,215	12,575,645	12,473,445
Deferred inflows of resources	962,419	493,353	563,318	263,240	1,525,737	756,593
Net Investment in Capital Assets	14,916,489	14,032,589	10,657,376	10,660,038	25,573,865	24,692,627
Restricted	858,854	761,390	1,149,112	1,086,116	2,007,966	1,847,506
Unrestricted	(382,563)	(796,281)	1,505,037	1,883,210	1,122,474	1,086,929
Total Net Position	\$ 15,392,780	\$ 13,997,698	\$ 13,311,525	\$ 13,629,364	\$ 28,704,305	\$ 27,627,062

Changes in Net Position for the Fiscal Year Ending June 30, 2021 and 2022

The results of this year's operations for the City as a whole are reported in the condensed statement of activities, which shows the changes in net position for the fiscal years 2021/2022 and 2020/2021.

	Governmental Activities		Business-type Activities		Total	
	2022	2021	2022	2021	2022	2021
Revenues						
Program Revenues						
Charges for Services	\$ 1,287,913	\$1,271,359	\$ 6,931,526	\$ 6,307,291	\$ 8,219,439	\$ 7,578,650
Grants and Contributions	1,325,576	773,194	-	-	1,325,576	773,194
General Revenues						
Property Taxes	1,314,275	1,245,207	-	-	1,314,275	1,245,207
State Shared Revenue	523,006	451,292	-	-	523,006	451,292
City Income Taxes	1,121,192	987,360	-	-	1,121,192	987,360
Local Community Stabilization	21	3,082	-	-	21	3,082
Investment Earnings	1,854	2,314	41	5	1,895	2,319
Miscellaneous	92,417	50,991	59,027	195,410	151,444	246,401
Transfers	233,455	114,310	(233,455)	(114,310)	-	-
Total Revenues	5,899,709	4,899,109	6,757,139	6,388,396	12,656,848	11,287,505
Expenses						
General Government	1,272,867	998,671	-	-	1,272,867	998,671
Public Safety	871,912	738,765	-	-	871,912	738,765
Public Works	1,078,391	1,441,394	-	-	1,078,391	1,441,394
Health and Welfare	836,253	550,910	-	-	836,253	550,910
Community and Economic Develop.	20,644	14,825	-	-	20,644	14,825
Recreation and Culture	413,541	231,843	-	-	413,541	231,843
Other	11,019	6,282	7,074,978	5,790,860	7,085,997	5,797,142
Total Expenses	4,504,627	3,982,690	7,074,978	5,790,860	11,579,605	9,773,550
Increase in Net Position	\$ 1,395,082	\$ 916,419	\$ (317,839)	\$ 597,536	\$ 1,077,243	\$ 1,513,955

Governmental Activities

The result of 2021/2022 governmental activity was an increase of \$1,395,081 in net position to \$15,392,780. Of the total governmental activities' net position, \$14,916,489 is invested in capital assets less related debt, \$858,854 is reported as restricted, meaning these assets are legally committed for a specific purpose through statute, or by another authority outside the City government. The balance of (\$382,563) is listed as unrestricted, having no legal commitment.

Revenues

The three largest revenue categories were property taxes at 22.3%, charges for services at 21.8%, and grants and contributions at 22.5%. Net revenues were approximately 20.4% more than the prior year mainly due to grant and contributions increases in Revenue Sharing, and increased PILOT payments from Utilities in the current year. The City levied a property tax millage for the year ended June 30, 2022, for general government operations at 12.6574 mills, with an additional 1.0000 mills for local streets. Charges for services, which reimburse the City for specific activities, examples include items such as ambulance fees, township fire fees, recreation fees and contributions, administrative charges, permits and motor pool equipment rental. The City income tax is set at 1% for residents and ½% for nonresidents that work in the City. It provided the third largest source of governmental activity revenue.

Expenses

General government is the largest governmental activity, expending approximately 24.6% of the governmental activities total and includes general government departments (e.g., council, community promotions, city manager, elections, general administration, assessor, and city hall maintenance). Public works is the second largest governmental activity, expending approximately 23.9% of the governmental activities total. Public safety and health and welfare are the next largest governmental activities expending 16.6% and 17.4% of the governmental activities total, respectively.

Business-type Activities

Net position in business-type activities was decreased by a net of \$317,839 during fiscal year 2021/2022. Of the business-type activities' net position, \$10,657,376 is invested in capital assets net of related debt, \$1,149,112 is reported as restricted, meaning the net position is legally committed for a specific purpose through statute, or by another authority outside the City government. The balance of \$1,505,037 is listed as unrestricted, having no legal commitment.

FINANCIAL ANALYSIS OF THE CITY'S MAJOR AND NONMAJOR FUNDS

As the City completed 2021/2022, its governmental funds reported *combined* fund balances of \$4,516,478. The net changes are summarized in the following chart:

	General Fund	City Income Tax	Major Street Fund	Ambulance	Nonmajor Governmental Funds	Total Governmental Funds
Fund Balance 6/30/2021	\$ 1,911,897	\$ 738,914	\$ 376,989	\$ 177,549	\$ 418,350	\$ 3,623,699
Fund Balance 6/30/2022	\$ 2,052,548	\$ 1,403,633	\$ 416,841	\$ 156,632	\$ 486,824	\$ 4,516,478
Net Change	\$ 140,651	\$ 664,719	\$ 39,852	\$ (20,917)	\$ 68,474	\$ 892,779

General Fund

The General Fund is the chief operating fund of the City. Unless otherwise required by statute, contractual agreement or Board policy, all City revenues and expenditures are recorded in the General Fund. As of June 30, 2022, the General Fund reported a fund balance of \$2,052,548. The 2021/2022 original budget was amended throughout the year as new information became available.

The General Fund 2021/2022 expenditures and other financing uses were less than 2021/2022 revenues and other financing sources by \$140,651 largely due to the reduced spending as compared to the final amended budget, so that expenditures and other financing uses were under budget by approximately \$226,231. Actual revenues and other financing sources were more than of budgeted by approximately \$90,870. The final amended budget planned for a \$176,250 reduction in fund balance.

General Fund Budgetary Highlights

The City of Portland’s budget is a dynamic document. Although adopted in May (prior to the start of the year), the budget is routinely amended during the course of the year to reflect changing operational demands.

The City’s original General Fund revenue and other financing sources budget was increased by \$101,000 during 2021/2022. Actual General Fund revenues and other financing sources totaled \$2,572,462; \$90,870 more than the final amended budget.

The City’s original General Fund expenditures and other financing uses budget was increased by \$277,488 during 2021/2022. The increase can be partly attributed to the Capital Outlay functions as expenditures exceeded initial projections.

Actual City expenditures and other financing uses for 2021/2022 were \$226,231 below the amended budget. The additions to the original budget were offset by the projects getting pushed into the 2022/2023 fiscal year due to supply chain issues due to the Pandemic.

City Income Tax Fund

As of June 30, 2022, the City Income Tax Fund reported a fund balance of \$1,403,633, an increase of \$664,719 from the prior year. The fund balance is committed for street improvements. The City has used the income tax funds exclusively for the improvement of streets, sidewalks, curb, gutter, street lighting, parking areas, associated utilities and their appurtenances.

Major Street Fund

As of June 30, 2022, the Major Street Fund reported a fund balance of \$416,841, which is an increase of \$39,852 from the prior year. The increase is due to more Act 51 Revenue received than estimated.

Ambulance Fund

As of June 30, 2022, the Ambulance Fund reported a fund balance of \$156,632, which is a decrease of \$20,917 from the prior year fund balance due to increasing the number of full-time employees and wages for all employees in order to attract and retain quality employees.

Enterprise Funds

As the City completed 2021/2022, its enterprise funds reported *combined* net position of \$13,311,525. This is a net decrease of \$317,389 resulting from current year operations. The net changes are summarized in the following chart.

	Electric Light and Power System Fund	Sewage Disposal System Fund	Water System Fund	Nonmajor Enterprise Fund	Totals
Net Position 6/30/2021	\$ 8,253,927	\$ 1,529,828	\$ 3,824,280	\$ 21,329	\$ 13,629,364
Net Position 6/30/2022	\$ 8,234,002	\$ 1,344,959	\$ 3,711,197	\$ 21,367	\$ 13,311,525
Net Change	\$ (19,925)	\$ (184,869)	\$ (113,083)	\$ 38	\$ (317,839)

Electric Light and Power System Fund

As of June 30, 2022, the Electric Light and Power System Fund reported a net position of \$8,234,002, a decrease of \$19,925 from the prior year. Of the entire net position amount, \$5,360,439 is invested in capital assets, net of related debt, \$453,086 is restricted for utility reserve, \$137,432 is restricted for debt service, and \$2,283,045 is unrestricted.

Sewage Disposal System Fund

As of June 30, 2022, the Sewer Fund reported a net position of \$1,344,959 a decrease of \$184,869 from the prior year. Of the entire net position, \$2,050,450 is invested in capital assets, net of related debt, \$558,594 is restricted, and (\$1,264,085) is unrestricted.

Water System Fund

As of June 30, 2022, the Water System Fund reported a net position of \$3,711,197, a decrease of \$113,083 from the prior year. Of the entire net position, \$3,246,487 is invested in capital assets, net of related debt and \$464,710 is unrestricted.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets - At the end of Fiscal Year 2021/2022 the City had invested \$30,149,672, and \$358,648 for the component units, net of accumulated depreciation, in a broad range of capital assets (see table below). Additional information related to capital assets is detailed in Note 6 of the Financial Statements.

Net Book value of capital assets at June 30, 2022, was as follows:

	<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Totals</u>
Land	\$ 1,199,132	\$ -	\$ 1,199,132
Construction in Progress	695,924	-	695,924
Land Improvements, net	110,312	-	110,312
Buildings, net	210,170	-	210,170
Equipment and Furniture, net	1,452,203	-	1,452,203
Electric System, net	-	6,310,439	6,310,439
Sewer System, net	-	5,142,450	5,142,450
Water System, net	-	3,486,359	3,486,359
Infrastructure:			
Streets and Bridges, net	11,542,683	-	11,542,683
Capital Assets, net	<u>\$ 15,210,424</u>	<u>\$ 14,939,248</u>	<u>\$ 30,149,672</u>

Outstanding Long-Term Obligations as of June 30, 2022:

Long-term Obligations - As of June 30, 2022, the City had \$4,697,032 in long-term obligations outstanding for the primary government. This level of net obligation is \$325,495 less than the obligation recorded as of June 30, 2021. A more detailed discussion of the City's long-term obligations is presented in Note 7 to the financial statements.

	<u>Balance</u> <u>June 30, 2021</u>	<u>Change</u>	<u>Balance</u> <u>June 30, 2022</u>
Primary Government			
Governmental Activities			
2016 Ambulance Installment Purchase Agreement (\$166,806)	\$ 75,424	\$ (24,455)	\$ 50,969
2016 Snow Plow Installment Purchase Agreement (\$147,582)	31,098	(31,098)	-
2020 Street Sweeper contract payable	193,881	(30,489)	163,392
2020 Heart Monitors contract payable	99,468	(19,894)	79,574
2021 Mailer contract payable	16,227	(16,227)	-
Accumulated compensated absences	61,364	6,938	68,302
Business-type Activities			
2020 Refunding Bonds (\$1,105,000)	1,025,000	(75,000)	950,000
2004 Water System Bonds (\$1,344,872)	319,872	(80,000)	239,872
2010 Sanitary Sewer System (\$2,900,000) (Build America Bonds)	710,000	(15,000)	695,000
2011 Sanitary Sewer System (\$840,000)	2,449,000	(52,000)	2,397,000
Accumulated compensated absences	41,193	11,730	52,923
Total Reporting Entity	<u>\$ 5,022,527</u>	<u>\$ (325,495)</u>	<u>\$ 4,697,032</u>

CITY OF PORTLAND GOVERNMENT ECONOMIC OUTLOOK:

- State revenue sharing is expected to increase 5% for the City's fiscal year 2022-2023 based on State of Michigan revenue sharing estimates.
- The City has discontinued enrollment in its MERS B4 plan in an effort to contain future pension costs. All new hires will be enrolled in a MERS Hybrid pension plan in which the City's contribution is capped at 7% and employees must contribute 3%. Actual pension costs increased from \$611,971 to \$713,468 which reflects a 14% increase.
- The City is requiring all employees enrolled in the Defined Benefit plan to contribute to their own pension plan. All employees will contribute 3% for fiscal year 2022-2023.
- In 2020, the City's Income Tax revenues increased to \$922,888 (5% increase). In 2021, revenues increased to \$990,076 (7% increase). In 2022, revenues increased to \$1,123,349 (11% increase).
- The City's SEV increased from 2019 to 2020 to \$105,179,976 (increase of 4%). From 2020 to 2021 the SEV increased to 114,150,391 (increase of 7%). From 2021 to 2022 it increased again to \$121,704,200 (increase 6%). The outlook for the 2023 SEV is expected to increase around 6% due to the market conditions.

The City has paid off higher interest debt and taken advantage of low interest rates to finance necessary improvements and place it in a better long-term position. The City expects modest increases in income tax revenues. The City's ability to continue to provide a full range of high-quality municipal services coupled with its location along I-96 between two larger metropolitan markets supports a positive outlook for stability.

CONTACTING THE CITY

This financial report is designed to provide our citizens, taxpayers, customers, investors, and creditors with a general overview of the City's finances and to demonstrate the City's accountability for the money it receives. If there are questions about this report, or a need for additional information, contact the City of Portland's Treasurer's Office at (517) 647-2933.

City of Portland

Portland, Michigan

2022 Annual Report Of the City Council

The following information is a synopsis of the important decisions made by the City Council during the 2022 calendar year.

Council Members: Mayor James E. Barnes, Mayor Pro-Tem Joel VanSlambrouck, Patrick Fitzsimmons, Amanda Johnston and Erica Sheehan

January

- The Council adopted Ordinance 175RR to amend the City Zoning Map.
- The Council approved a bid from Hammond Farms, Inc. for wood waste processing and compost removal.
- The Council approved the purchase of and full integration of Advanced Meter Infrastructure (AMI) technology for the water meter system.

February

- The Council approved a Uniform Video Service Local Franchise Agreement with WideOpenWest, LLC.
- The Council approved a proposal from Farabee Mechanical, Inc. to perform repairs to the Cooper Bessemer Engine at the Electric Department.
- The Council approved a proposal from GRP Engineering, Inc. to perform GIS Mapping & Asset Management support for the Electric Department.
- The Council approved a proposal from CHOP Tree Service to perform tree trimming and removal services for the Electric Department.
- The Council approved the Board of Light & Power's recommendation to appoint the Electric Superintendent to the Michigan Public Power Agency (MPPA) Board as the City's representative with the City Manager as the alternate.
- The Council approved Fleis & VandenBrink's proposal to provide conceptual design phase engineering services for the Kent Street Improvement Project.
- The Council approved a resolution to purchase, acquire, and construct improvements to the sanitary sewer system and to publish a Notice of Intent to issue revenue bonds.

March

- The Council authorized the Mayor and Clerk to sign a Service Rate Addendum Agreement with MHR Billing Services, LLC for the Ambulance Department.
- The Council approved payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.

- The Council approved the Budget for Fiscal Year 2022-2023 for the Portland Area Fire Authority.
- The Council confirmed the Mayor’s appointment to City Boards and Commissions.
- The Council approved the submittal of an application for Local Bridge Program Funds for preventative maintenance of the Bridge Street Bridge over the Grand River.
- The Council approved an energy purchase through the Michigan Public Power Agency contingent on the approval of the Board of Light and Power.
- The Council approved participation in the state bid process for winter road salt for 2022-2023.
- The Council amended the budget for Fiscal Year 2021-2022.
- The Council authorized the Mayor and Clerk to sign a Water System Maintenance Agreement with Parkview MHC, LLC Mobile Home Park.

April

- The Council adopted Ordinance 91A to amend Chapter 32, Section 32-1 “Definition of Public Improvement” of the Code of Ordinances of the City of Portland.
- The Council approved the City Manager’s proposed appointment of Erik Litts as the City Assessor.
- The Council approved Michigan Pavement Markings LLC’s bid for 2022 street painting.
- The Council approved a Request for Proposals for Broadband Telecommunications Services for the City of Portland.
- The Council authorized the Mayor to sign an Agreement for Professional Assessing Services with Erik L. Litts.
- The Council authorized the Mayor to sign an Exclusive Marking Agreement with Martin Commercial Properties, Inc. to sell City-owned property.
- The Council authorized the Mayor and Clerk to sign Ambulance Services Agreements with Danby Township, Portland Township, Westphalia Township, Orange Township, Lyons Township, the Village of Westphalia, the Village of Pewamo, and Sebewa Township and approved the Care Plan Membership Agreement Form.
- The Council approved a revision to Council Policy 77-1 to update cemetery rates.
- The Council approved a proposal from GRP Engineering, Inc. to provide engineering services for underground projects from the Electric Department.
- The Council approved a proposal from AECOM to provide Dam Safety Consulting Services for the Electric Department.
- The Council approved a proposal from AECOM to provide FERC monitoring and reporting services for the Municipal Dam.
- The Council approved a proposal from Eagle Enterprise of Michigan to provide rehabilitation services for the Municipal Dam.
- The Council approved payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.
- The Council approved increases to the fee schedule for the Ambulance Department.

May

- The Council approved Ordinance 101M to amend Chapter 40 of the Code of Ordinances to authorize the setting of various rates by resolution of the City Council.
- The Council approved the award of the Virginia Ave. Improvement Project to McKearney Asphalt & Sealing, Inc.
- The Council approved the award of various road repairs to McKearney Asphalt & Sealing, Inc.
- The Council approved the proposal from Asphalt Restoration, Inc. to provide crack sealing services for the City of Portland.
- The Council approved an award of River Trail maintenance work to McKearney Asphalt & Sealing, Inc.
- The Council approved the proposal from Asphalt Restoration, Inc. to provide crack sealing services for the Portland River Trail.
- The Council approved the proposal from Integrity Mobile Services, LLC to provide fire hydrant painting services in the City of Portland.
- The Council approved the purchase of diesel fuel storage tanks for the Electric Department.
- The Council authorized the Mayor to sign a permit for a fireworks display at Bogue Flats Recreation Area.
- The Council set a Public Hearing on the proposed budget for Fiscal Year 2022-2023.
- The Council adopted the City's Annual Budget for Fiscal Year 2022-2023.
- The Council approved increases to the customer charges for the Electric Department.
- The Council approved the agreement between the City of Portland and the City employees represented by the Police Officers Labor Council (POLC).

June

- The Council adopted Ordinance 175SS to amend the City Zoning Map.
- The Council approved an application to apply for \$250,000 in funding through MDOT from the Transportation Economic Development Category B program for roadway improvements on Center Street, Church Street, West Street, Water Street, and Bristle Street.
- The Council approved a Resolution of Support for Kent Street Sidewalk Improvements.
- The Council approved a payment of F&V Construction for work performed on the Wastewater Treatment Plant Project.
- The Council recognized the Portland Area Historical Society as a nonprofit organization for the purpose of obtaining a Charitable Gaming License.
- The Council approved the agreement between the City of Portland and the City Employees represented by the Chapter of the Governmental Employees Labor Council (GELC).
- The Council approved a cost-of-living adjustment for non-union city employees.
- The Council amended the budget for Fiscal Year 2021-2022.
- The Council approved revised MERS Hybrid Plan Adoption Agreements.
- The Council confirmed the Mayor's appointments to City Boards and Commissions.

July

- The Council approved the replacement of the drop box at Portland City Hall.
- The Council approved a payment to Farabee Mechanical, Inc. for repairs to the Norberg, Cooper Bessemer, and Fairbanks Morse engines at the Electric Department.
- The Council approved payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.
- The Council confirmed the Mayor's appointments to City Boards and Commissions.
- The Council approved Fleis & VandenBrink's proposal to provide additional pre-design engineering services for the Kent Street Improvement Project.
- The Council approved Fleis & VandenBrink's proposal to provide bridge inspection services for 2022.
- The Council approved a Resolution of Support for Kent Street sidewalk improvements.
- The Council confirmed the Mayor's appointments to City Boards and Commissions.

August

- The Council approved a proposal from PSE Engineering, Inc. to evaluate AMI Technology.
- The Council appointed an Officer Delegate to represent the City at the 2022 MERS Conference.
- The Council authorized the issuance of Sanitary Sewer System Junior Lien Revenue Bonds, Series 2022.
- The Council approved a proposal and agreement from MGT of America Consulting, LLC for cost allocation services to review and update the current administrative fees.
- The Council approved a payment to F&V Construction for work performed on the Wastewater Treatment Plant Project.

September

- The Council authorized the Mayor to sign a Biosolids Management Services Agreement with NutriGro Environmental Solutions, Inc.
- The Council recommended approval of the application from Opera Block Hospitality Group, Inc. to transfer ownership and location of a Class C Liquor License.
- The Council approved a proposal from Severance Electric Company, Inc. for directional boring work for the Electric Department.
- The Council approved the addition of electric rates for LED Security Lighting.
- The Council approved a payment to F&V Construction for work performed on the Wastewater Treatment Plant Project.
- The Council approved an energy purchase through the Michigan Public Power Agency (MPPA).
- The Council approved the City Manager's proposed appointment of Kara Dougherty as the City Assessor.
- The Council amended the budget for Fiscal Year 2022-2023.

October

- The Council approved Change Order no. 1 to the Design-Build Contract with F&V Construction for the Wastewater Treatment Plant Project.
- The Council approved a proposal from Theka Engineering to provide distribution substation design services for the City's electric utility system.
- The Council approved a proposal from Fence Consultants of West Michigan to perform fence repairs at the Municipal Hydro Dam.
- The Council approved the purchase of additional Advanced Meter Infrastructure (AMI) meters to complete the water meter transition project.
- The Council approved a payment to F&V Construction for work performed on the Wastewater Treatment Plant Project.
- The Council authorized the Mayor and Clerk to sign a License Agreement to permit holding a Haunted House at the Red Mill.
- The Council approved a Michigan Department of Transportation Performance Resolution for undergrounding work to be performed by the City.
- The Council approved Fleis & VandenBrink's proposal to provide Design Engineering Services for the Kent Street Improvement Project.
- The Council approved opting out of the Low-Income Energy Assistance Fund created by Public Act 95 of 2013.

November

- The Council approved a payment to F&V Construction for work performed on the Wastewater Treatment Plant Project.
- The Council approved the proposal from Civic Plus to provide consulting services for the City of Portland website.
- The Council approved and ratified the City Manager's appointment of David Eberle of Bloom Sluggett, PC to serve as the Portland City Attorney.
- The Council approved the purchase of a John Deere tractor for the Parks Department.
- The Council authorized the Mayor to sign the Joint Funding Agreement for the operation of a Streamgaging Station.

December

- Bill Tucker, CPA of Maner Costerisan presented the 2021/2022 Fiscal Year Audit.
- The Council accepted the Fiscal Year 2021/2022 Audit.
- The Council approved a Resolution of Authorization and Support for Community Lake Park Improvements for the Michigan Department of Natural Resources Spark Grant Program.
- The Council approved the Michigan Public Power Agency's (MPPA) recommendation to authorize the Member Authorized Representative to sign the Energy Services Project Amended and Restated Power Purchase Commitment Authorization for Solar Power.
- The Council approved a payment to F&V Construction for work performed on the Wastewater Treatment Plant Project.
- The Council approved Michigan Wood Fibers quote for wood waste processing and compost removal.

- The Council amended the Budget for Fiscal Year 2022/2023.
- The Council approved the 2023 City Council Meeting Dates.
- The Council approved the Mayor's appointment to City Boards and Commissions.

Respectfully submitted,

Monique I. Miller, City Clerk

**PRIMARY ELECTION
RESULTS
AUGUST 2, 2022**

RACE	PRECINCT	AVCB	CITY TOTAL	COUNTY	STATE
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REPUBLICAN PARTY PRIMARY

GOVERNOR

Ralph Rebandt	9	13	22	427	44,933
Kevin Rinke	33	54	87	1,684	235,573
Garrett Soldano	74	31	105	2,733	192,074
Tudor M. Dixon	107	81	188	3,227	435,375
Ryan D. Kelley	40	35	75	1,393	165,201

REPRESENTATIVE FOR CONGRESS - 2nd DISTRICT

Thomas J. Norton	90	87	177	3,561	41,272
John Moolenaar	153	123	276	5,482	77,391

STATE SENATOR - 33rd DISTRICT

Rick Outman	209	172	381	5,858	-
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REPRESENTATIVE IN STATE LEGISLATURE - 78th DISTRICT

Ben Geiger	55	55	110	1,832	4,041
Gina Johnsen	115	73	188	3,160	6,099
Christine E. Barnes	62	63	125	1,886	3,301

COUNTY COMMISSIONER - 7th DISTRICT

Georgia Richardson Sharp	101	89	190	410	
Terence M Frewen	143	120	263	711	

DELEGATE TO COUNTY CONVENTION

Brian Mishler	139	133	272	272	
Stefanie Davis	140	131	271	271	

DEMOCRATIC PARTY PRIMARY

GOVERNOR

Gretchen Whitmer	56	198	254	3,140	-
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REPRESENTATIVE FOR CONGRESS - 2nd DISTRICT

Jerry Hilliard	54	187	241	2,912	-
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STATE SENATOR - 33rd DISTRICT

Mark Bignell	54	186	240	2,435	-
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REPRESENTATIVE IN STATE LEGISLATURE - 78th DISTRICT

Leah M Groves	53	185	238	2,328	-
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COUNTY COMMISSIONER - 7TH DISTRICT

(Write In)	0	0	0	-	
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DELEGATE TO COUNTY CONVENTION

(Write In)	0	0	0		
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Precinct 1
AVCB
Total City of Portland

Voters	Registered Voters	% Turnout
324		
453		
777	2,983	26.05%

Absentee Ballots 453 58% of voters were by Absentee Ballot



**GENERAL ELECTION
RESULTS
NOVEMBER 8, 2022**

RACE	PRECINCT 1	AVCB	CITY TOTAL	COUNTY	STATE
GOVERNOR					
Whitmer/Gilchrist II - Dem	501	500	1,001	10,845	2,422,650
Dixon/Hernandez - Rep	616	249	865	15,786	1,954,332
Buzuma/Ellison - Lib	23	10	33	314	38,764
Brandenburg/Carone - Tax	2	-	2	128	16,247
Hotgan/Clayton - Grn	3	3	6	85	10,772
Simpson/Dern - Law	2	1	3	48	4,954
SECRETARY OF STATE					
Jocelyn Benson - Dem	501	509	1,010	11,363	2,459,893
Kristina Karamo - Rep	587	231	818	14,747	1,846,464
Gregory Scott Stempfle - Lib	20	10	30	389	52,973
Christine C Schwartz - Tax	14	2	16	260	27,912
Larry James Hutchinson Jr. - Grn	8	1	9	115	16,610
ATTORNEY GENERAL					
Dana Nessel - Dem	453	488	941	10,387	2,321,680
Matthew DePerno - Rep	622	243	865	15,417	1,946,058
Joseph W. McHugh Jr. - Lib	30	14	44	516	67,714
Gerald T. VanSickle - Tax	12	2	14	323	32,389
REPRESENTATIVE IN CONGRESS - 2ND DISTRICT					
Jerry Hilliard - Dem	404	436	840	8,855	115,710
John Moolenaar - Rep	646	271	917	16,680	215,092
Nathan Hewer - Lib	42	20	62	656	6,818
STATE SENATOR - 33RD DISTRICT					
Mark Bignell - Dem	413	434	847	7,078	36,744
Rick Outman - Rep	648	275	923	12,772	76,700
Jay Gillotte - Lib	39	19	58	456	2,424
REPRESENTATIVE IN STATE LEGISLATURE - 78TH					
Leah M. Groves - Dem	419	440	859	6,836	13,533
Gina Johnson - Rep	677	286	963	13,151	25,764
MEMBER OF THE STATE BOARD OF EDUCATION - VOTE FOR 2					
Pamela Pugh - Dem	398	427	825	8,463	2,061,830
Mitchell Robinson - Dem	381	397	778	8,121	1,982,386
Tamara D. Carlone - Rep	594	245	839	15,065	1,908,265
Linda Dee Tarver - Rep	580	251	831	14,772	1,897,712
Donna Gundle-Krieg - Lib	36	11	47	647	87,518
Bill Hall - Lib	29	16	45	653	87,130
Ethan Hobson - Tax	13	5	18	382	48,175
Mary Anne Hering - Work	49	23	72	1,043	135,442
REGENT OF THE UNIVERSITY OF MICHIGAN - VOTE FOR 2					
Mike Behm - Dem	365	397	762	7,914	1,960,064
Kathy White - Dem	375	400	775	8,270	2,007,766
Lena Epstein - Rep	587	259	846	15,130	1,907,998
Sevag Vartanian - Rep	546	227	773	13,954	1,780,667
Eric Larson - Lib	46	22	68	949	128,721
Joe Sanger - Tax	20	12	32	634	71,334
Sherry A. Wells - Grn	28	8	36	506	77,848
Kathleen Oakford - Law	8	5	13	360	45,576

**GENERAL ELECTION
RESULTS
NOVEMBER 8, 2022**

RACE	PRECINCT 1	AVCB	CITY TOTAL	COUNTY	STATE
TRUSTEE OF MICHIGAN STATE UNIVERSITY - VOTE FOR 2					
Dennis Denno - Dem	351	396	747	7,785	1,937,701
Renee Knake Jefferson - Dem	359	407	766	8,211	1,983,945
Mike Balow - Rep	590	250	840	15,186	1,926,153
Travis Menge - Rep	571	249	820	14,689	1,845,163
Claranna Gelineau - Lib	45	15	60	750	99,393
Max Riekse - Lib	43	16	59	680	83,910
Robin Lea Laurain - Grn	24	11	35	542	78,838
GOVERNOR OF WAYNE STATE UNIVERSITY- VOTE FOR 2					
Danielle Atkinson - Dem	359	391	750	7,840	1,956,370
Marilyn Kelly - Dem	353	396	749	7,907	1,962,466
Christa Murphy - Rep	577	248	825	14,858	1,892,278
Craig Wilsher - Rep	557	237	794	14,376	1,813,293
Bruce Jaquays - Lib	35	11	46	784	100,825
Marc Joseph Sosnowski - Tax	22	11	33	591	71,337
Susan Odgers - Grn	18	12	30	468	71,218
COUNTY COMMISSIONER - 7TH DISTRICT					
Terence M. Frewen - Rep	824	396	1,220	2,933	
JUSTICE OF SUPREME COURT - VOTE FOR 2					
Richard Bernstein	488	443	931	11,186	
Kyra Harris Bolden	269	283	552	5,768	
Paul Hudson	239	131	370	5,730	
Kerry Lee Morgan	108	55	163	2,871	
Brian Zahra	375	244	619	10,161	
JUDGE COUT OF APPEALS - 3RD DISTRICT (INCUMBENT)					
James Robert Redford	674	406	1,080	16,253	
JUDGE COUT OF APPEALS - 3RD DISTRICT (INCUMBENT) - PARTIAL TERM					
Christopher Yates	674	423	1,097	15,956	
JUDGE COUT OF APPEALS - 3RD DISTRICT (NON-INCUMBENT)					
Raymond P. Voet	445	287	732	11,952	
Kathleen A. Feeney	319	258	577	7,871	
JUDGE OF CIRCUIT COURT - 8th CIRCUIT (INCUMBENT)					
Ronald J. Schafer	680	411	1,091	16,328	
PORTLAND PUBLIC SCHOOLS BOARD MEMBERS (3)					
Kurt Sandborn	521	259	780	2,599	
Linda Hoxie-Green	389	350	739	2,122	
Douglas A. Logel Jr.	334	365	699	1,896	
Susan L. Moyer	454	234	688	2,333	
Joe Polasek	159	114	273	673	
PROPOSAL 22-1					
YES	665	545	1,210	14,990	
NO	464	187	651	11,505	
PROPOSAL 22-2					
YES	547	526	1,073	12,687	
NO	585	212	797	13,863	

**GENERAL ELECTION
RESULTS
NOVEMBER 8, 2022**

RACE	PRECINCT 1	AVCB	CITY TOTAL	COUNTY	STATE
PROPOSAL 22-3					
YES	545	456	1,001	11,732	
NO	604	294	898	15,242	
*Results not listed					
	Voters	Registered Voters	% Turnout		
Precinct 1	1,156				
AVCB	765				
Total City of Portland	1,921	3,010	63.8%		



January 2023

TO: City Council
 FROM: Income Tax Administrator
 RE: City Income Tax Annual Report

Revenues Received 12 months ending 12/31/2022:		\$	1,154,672
Less Refunds		\$	(107,225)
Net Revenues		\$	1,047,446
Less Administration Costs:		\$	(144,621)
Spendable Income for	2022	\$	902,825
	2021	\$	766,802
	2020	\$	708,558
	2019	\$	734,131
	2018	\$	746,274
	2017	\$	619,847
	2016	\$	743,058
	2015	\$	591,768
	2014	\$	598,360
	2013	\$	604,213
	2012	\$	558,346
	2011	\$	558,066
	2010	\$	530,510
	2009	\$	589,203
	2008	\$	616,547
	2007	\$	620,251
	2006	\$	591,099
	2005	\$	598,745
	2004	\$	542,520
	2003	\$	594,578
	2002	\$	521,875
	2001	\$	532,208
	2000	\$	542,313
SPENDABLE INCOME FOR YEAR 1984-2022		\$	20,288,492

Revenues for the year 2022 includes income from prior years, as follows:

2011-2018	\$	24,928
2019	\$	18,794
2020	\$	12,585
TOTAL:	\$	56,307

Net income tax collections for the year were up \$157,047 compared to the 2021 tax year. Administration costs were up \$9,694, resulting in a final increase in net revenues of \$147,353.

Respectfully submitted,

Mindy Tolan

Mindy Tolan
 Income Tax Administrator

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



2022 ANNUAL REPORT OF TAXES LEVIED IN THE CITY OF PORTLAND FOR THE PAST FIVE YEARS:

	2018	2019	2020	2021	2022
TTV - REAL	91,126,375.00	92,140,476.00	95,642,756.00	99,036,381.00	103,817,293.00
- PERSONAL	4,052,500.00	4,056,600.00	3,815,400.00	3,549,900.00	3,494,100.00
	95,178,875.00	96,197,076.00	99,458,156.00	102,586,281.00	107,311,393.00
*PARCEL COUNT	1860	1868	1880	1889	1887
MILLS LEVIED-SUMMER TAX					
CITY OF PORTLAND	13.6574	13.6574	13.5303	13.6574	13.5344
PORTLAND PUBLIC SCHOOLS-OPERA	18.0000	18.0000	18.0000	18.0000	18.0000
STATE EDUCATION TAX	6.0000	6.0000	6.0000	6.0000	6.0000
INTERMEDIATE SCHOOL DISTRICT	5.8723	5.8671	5.8671	5.8448	5.8136
I.S.D. TECH	0.0000	0.0000	0.0000	0.0000	0.0000
IONIA COUNTY OPERATING	4.6326	4.6265	4.6265	4.5941	4.5711
MILLS LEVIED-WINTER TAX					
PORTLAND PUBLIC SCHOOLS-DEBT SI	7.3500	7.3500	7.3500	7.3500	7.3500
LIBRARY	1.2325	1.2308	1.2308	1.2221	1.2159
LIBRARY DEBT	0.7200	0.6800	0.6300	0.6200	0.5700
SENIOR CITIZENS	0.4988	0.4981	0.4981	0.4946	0.4921
COUNTY ROADS	1.0000	0.9987	0.9987	0.9917	0.9867
TOTAL:	58.9636	58.9086	58.7315	58.7747	58.5338
DOLLARS LEVIED-SUMMER TAX					
CITY OF PORTLAND	1,295,675	1,309,717	1,341,848	1,398,930	1,448,058
PORTLAND PUBLIC SCHOOLS-OPERA	585,902	582,986	597,350	613,579	628,496
STATE EDUCATION TAX	564,201	571,148	591,778	612,550	640,306
INTERMEDIATE SCHOOL DISTRICT	557,102	562,641	581,857	598,682	622,926
IONIA COUNTY OPERATING ^	439,491	443,669	458,821	469,859	489,791
DOLLARS LEVIED-WINTER TAX					
PORTLAND PUBLIC SCHOOLS-DEBT SI	697,293	704,850	728,922	752,862	787,554
LIBRARY ^	116,921	117,658	122,063	125,174	130,278
LIBRARY DEBT	68,300	65,002	62,472	63,500	61,069
SENIOR CITIZENS ^	47,314	47,611	49,391	50,655	52,722
COUNTY ROADS	94,866	95,469	99,038	101,573	105,718
TOTAL TAX LEVIED:	4,372,198	4,405,282	4,534,503	4,685,791	4,861,200
TOTAL ADMINISTRATIVE FEE LEVIED:	44,642	45,014	46,322	47,880	49,730
TAX DOLLARS SPLIT					
CITY OF PORTLAND	29.63%	29.73%	29.59%	29.85%	29.79%
PORTLAND PUBLIC SCHOOLS	29.35%	29.23%	29.25%	29.16%	29.13%
STATE EDUCATION TAX	12.90%	12.97%	13.05%	13.07%	13.17%
INTERMEDIATE SCHOOL DISTRICT	12.74%	12.77%	12.83%	12.78%	12.81%
IONIA COUNTY ^	13.81%	13.82%	13.90%	13.78%	13.84%
PORTLAND PUBLIC LIBRARY	1.56%	1.48%	1.38%	1.36%	1.26%

RESPECTFULLY SUBMITTED,

Mindy Tolan
MINDY TOLAN

2023 ANNUAL REPORT TO COUNCIL
Assessing Department

2022 AD VALOREM ROLL

	2021 STATE EQUAL VALUE	2022 STATE EQUAL VALUE	2021 TAXABLE VALUE	2022 TAXABLE VALUE	PARCEL COUNT	% CHANGE AV	% CHANGE TV
REAL PROPERTY							
Agricultural	\$ 292,400	\$ 284,200	\$ 164,464	\$ 165,841	6	-2.80%	0.84%
Commercial	\$ 24,688,900	\$ 25,014,200	\$ 23,509,027	\$ 23,866,907	144	1.32%	1.52%
Industrial	\$ 1,530,200	\$ 1,745,800	\$ 1,470,801	\$ 1,519,334	7	14.09%	3.30%
Residential	\$ 91,642,800	\$ 99,606,300	\$ 74,116,022	\$ 78,440,323	1374	8.69%	5.83%
Exempt	\$ -	\$ -	\$ -		137		
TOTAL REAL	\$ 118,154,300	\$ 126,653,500	\$ 99,260,314	\$ 103,992,405	1668	7.19%	4.77%
PERSONAL PROPERTY							
Commercial	\$ 2,042,800	\$ 2,218,400	\$ 2,042,800	\$ 2,218,400	205	8.60%	8.60%
Industrial	\$ 493,800	\$ 272,300	\$ 493,800	\$ 272,300	4	-44.86%	-44.86%
Utility	\$ 1,013,300	\$ 1,003,400	\$ 1,013,300	\$ 1,003,400	3	-0.98%	-0.98%
TOTAL PERSONAL	\$ 3,549,900	\$ 3,494,100	\$ 3,549,900	\$ 3,494,100	212	-1.57%	-1.57%
TOTAL REAL & PERSONAL	\$ 121,704,200	\$ 130,147,600	\$ 102,810,214	\$ 107,486,505	1743	6.94%	\$ 0

IFT'S - * All IFT's have expired as of 12/2022

The State inflation rate multiplier (IRM), as determined by the change in the general price level for the 2023 Assessment Roll is 1.05%.

<u>TOP TAXPAYERS</u>	TAXABLE VALUE
Tom's Food Center (Ellen's Prop)	\$ 2,765,999
Parkers Landing (Portland Partners)	\$ 2,343,912
DFC of Portland (The Brook)	\$ 1,896,800
Portland Apartments (LAWCO)	\$ 1,066,075
Consumers Energy	\$ 985,555
Park View MHP LLC	\$ 879,800
THK Rhythm Automotive	\$ 706,952
Rindlehaven Land Co	\$ 590,300
CLNB LLC	\$ 556,800
Ryan LLC	\$ 514,600

2022 COMMUNITY CLEAN-UP SUMMARY
 City of Portland, Portland Township, and Danby Township

12 – 30 yd. Dumpsters Filled

Waste Hauling and Disposal Charges from Granger	\$ 7,334.09
Wages	\$ 1,210.44
Equipment Costs	\$ 83.92
Recycle Ionia (Electronics)	\$ 2,800.00
Portland Iron & Metal	(\$ 1,098.00)
Total Clean Up Costs	\$ 10,330.45

	City of Portland	Portland Township	Danby Township	Total
<u>Loads Received 5/7/20</u>	<u>108</u>	<u>56</u>	<u>37</u>	<u>201</u>
TOTAL	108	56	37	201
Percentage of Total	54%	28%	18%	100%
Allocated Cost	\$5,578.44	\$2,892.53	\$1,859.48	

HISTORICAL COMPARISON OF CLEAN-UPS	2015	2016	2017	2018	2019	2020
Loads Received	393	307	289	248	273	201
Dumpsters Filled	26	28	21	18	18	12
Waste Hauling and Disposal Cost	\$ 9,490.00	\$10,420.00	\$7,665.00	\$6,570.00	\$11,729.80	\$7,334.09
Wages	\$ 1,802.37	\$ 1,943.02	\$2,202.94	\$2,138.44	\$ 2,193.07	\$1,210.44
Equipment Costs	\$ 592.19	\$ 1,090.64	\$ 506.64	\$ 413.94	\$ 175.02	\$ 83.92
Electronics Recycling	\$ 2,300.00	\$ 3,650.30	\$1,950.00	\$1,940.00	\$ 2,168.60	\$2,800.00
Portland Iron & Metal	(\$ 728.62)	(\$ 494.62)	(\$ 967.20)	(\$1,841.00)	(\$ 741.30)	(\$1,098.00)
Total Clean Up Costs	\$13,455.94	\$16,609.34	\$11,357.38	\$9,221.38	\$15,525.19	\$10,330.45

Municipal Inspection Services, Inc.
 POBox 146
 Grand Ledge, MI 48837

2022 Annual Report
 Permits

PORTLAND

Electrical Permits				41		5,832.00
Mechanical Permits				39		4,884.00
Plumbing Permits				35		3,672.00
Registration Fees				37		555.00
Residential - new construction				0		
Residential - other				166		44,529.00
Mobile Home Setup				0		
Non-residential- new construction				1		41940.00
Non-residential- other				5		9,314.00
TOTAL - ALL PERMITS ISSUED				324		110,726.00

2022 Annual Sewer Report

	2020	2021	2022
Customers Billed	1606	1609	1610
Total Dollars Billed	\$ 989,102.29	\$ 1,033,399.69	\$ 1,190,208.26
Penalties Added	\$ 7,646.75	\$ 7,079.64	\$ 7,637.25
Total Sewer Credit Given	<i>Info unavailable</i>	<i>Info unavailable</i>	<i>Info unavailable</i>
Total Dollars Collected	\$ 907,903.35	\$ 1,021,966.06	\$ 1,169,862.12
Amount Outstanding	\$ 8,629.43 12/31/2020	\$ 6,400.22 12/31/2021	\$ 10,995.89 12/31/2022



February 28, 2023

S. Tutt Gorman, City Manager
City of Portland
259 Kent Street
Portland, MI 48775

RE: Portland Wastewater Treatment Plant (WWTP) 2022 Annual Report

Dear Mr. Gorman:

Attached is the Annual Operation Report for the operations of the Wastewater Treatment Plant for the year of 2022. We will submit future progress reports on a monthly basis for your review.

The information and data used to compile this report is available for your review. If you have any questions, please contact us. My phone number is 989.860.2103

Sincerely,

F&V OPERATIONS AND RESOURCE MANAGEMENT, INC.



Ken Dey
Project Manager

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2022 ANNUAL REPORT

1.1 ADMINISTRATIVE

This summary report for the operation and maintenance of the Portland Wastewater Treatment Plant (WWTP) and collection system for year 2022 is submitted to the City of Portland by F&V Operations and Resource Management, Inc. (FVOP). Throughout 2022 FVOP and City staff performed all required and routine monitoring of the wastewater treatment plant in accordance with National Pollutant Discharge Elimination System (NPDES) discharge permit MIG570220. Additional monitoring samples were submitted to a contract laboratory for analysis. FVOP and City staff completed routine maintenance procedures throughout the WWTP and collection system. They also worked with various contractors to address non-routine maintenance and needed repairs.

The WWTP produced good quality effluent throughout 2022.

FVOP and City staff continues to use and update the Computerized Maintenance Management System (CMMS) called HIPPO. The CMMS allows WWTP staff to schedule and document equipment maintenance procedures as well as track equipment repair history. Additional benefits of utilizing the new CMMS include tracking of parts inventories, repair costs, general asset management, and ease of use.

The remainder of this summary report consists of notable events throughout the year in the WWTP, Collection System, Wastewater Lift Stations, Combined Sewer Overflow, Maintenance, utility and chemical costs as well as staff achievements. Please feel free to contact FVOP if you have any questions or require additional information.

1.2 STAFF

The City of Portland has a total of two (2) City operators and a Project Manager (PM) provided by FVOP to perform administrative duties, operations, and maintenance at the WWTP. The operators and PM have the following wastewater certifications through the Michigan Department of Environment, Great Lakes, and Energy (EGLE):

- Tim Krizov (Operator): Class C, D
- Tony Smith (Operator): Class C, D
- Ken Dey (Project Manager): Class A, B, C, & D

1.3 ANNUAL AND AVERAGE FLOW

The average influent flow was 210,000 gallons per day. The average effluent flow was 283,000 gallons per day. The WWTP received a total of 133 million gallons of influent and discharged a total of 103 million gallons of treated effluent during 2022.

1.4 NATION POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT EXCEEDANCES AND SANITARY SEWER OVERFLOWS (SSO)

There were no Sanitary Sewer Overflow (SSO) reported to EGLE during 2022. The City's WWTP returned to compliance with the NPDES Permit on February 25, 2022.

1.5 BIOSOLIDS REPORT AND LAND APPLICATION

The EGLE 2022 biosolids report for the period of October 1, 2021 through September 30, 2022 was submitted to the EGLE before the deadline of October 30, 2022. There were no noncompliance issues with Biosolids and Land Application during the 2022 cycle.

NutriGro Environmental Solutions, LLC land applied biosolids three times during the 2022 reporting year. They land applied biosolids in, May 2022, September 2022, and December 2022. A total of 22 dry tons of biosolids were land applied for 2022.

1.6 HEALTH AND SAFETY

The staff of the WWTP had no recordable Occupational Safety and Health Administration (OSHA) or lost work-time accidents during 2022. The employees are encouraged to report and note possible hazards on the daily plant check bench sheet. It appears that encouraging an open communication policy with the WWTP staff to report possible safety hazards is having a positive impact on safety at the facility.

- The WWTP had an annual City safety inspection performed by City employees from other departments during 2022.

1.7 COLLECTION SYSTEM SEWER CALL OUTS

The WWTP staff is required to investigate, resolve and mitigate sewer issues that are called in by the residents of the City. There was a total of twenty three (23) sewer call outs for the WWTP staff in 2022. Upon investigating the sewer call out issues, the staff determined that one (1) was an issue with the City sewer main and the other twenty-two (22) were issues with the resident's laterals to the sewer main. A sewer main clog affected two (2) homes in December 2022.

The City sewer main issues were resolved by cleaning and cutting roots in the sewer main with the vector truck. Future issues with these sections of sewer main may be reduced because each of these sections of sewer main were added to the "trouble spots" list which are scheduled to be cleaned more frequently.

The City residences who had issues with their laterals, twelve (12) of those laterals were inspected using the City's sewer push camera.

1.8 COLLECTIONS SYSTEM MAINTENANCE

There was a total of 33,515 feet of sewer main cleaned during 2022, which is approximately twenty (25) percent of the collection system. This is in conformance with recommended Best Management Practices of cleaning sewers on a 5-year rotation. The cleaning included noted trouble spots as well as routine cleaning per the collections system maintenance plan. With the addition of a city operator increased cleaning is planned for 2023.

1.9 WWTP MAINTENANCE ACHIEVEMENTS

During 2022 the WWTP had several notable equipment issues that were either repaired, corrected, cleaned or replaced. These achievements include the following:

- Secondary clarifiers were inspected, cleaned, and repairs made.
- Both ferrous feed pumps were rebuilt.
- All three lift stations underwent annual preventive maintenance.
- UV system was cleaned, and several updates were completed.
- Wear plates replaced on thickener pump, and annual maintenance completed on thickener.
- The bathroom was remodeled and painted.
- Fine screen was cleaned, and annual maintenance completed.
- Bi-Annual Inspection and maintenance of the City's Cruise Alarm System was completed.

1.10 WWTP FIVE YEAR TRENDS

The table below shows the five years trends for influent flow, loading on the WWTP in pounds of Biochemical Oxygen Demand (BOD), utility costs, chemical costs and, the cost of land applying biosolids.

During 2022, FVOP and City staff were able to operate the WWTP more efficiently than in years past. We were able to reduce kilowatt hours of electricity, natural gas usage, ferrous chloride usage, and volume of biosolids land applied.

PARAMETERS	2022	2021	2020	2019	2018
Total Influent Flow (MG)	133	126	136	158	136
Avg. Daily Flow mgd	0.678	0.437	0.373	0.437	0.373
Plant Loading					
Total Lbs. of BOD	284,550	244,550	313,170	244,550	313,170
Avg. Lbs. of BOD/day	715	670	858	670	858
Electricity (kw)	512,932	512,932	519,844	512,932	519,844
Annual Cost:	\$60,214.00	\$47,152.45	\$47,575.38	\$47,152.45	\$47,575.38
Natural Gas (CCF)	670,300	709,900	1,108,100	709,900	1,108,100
Annual Cost	\$4,485.56	\$4,750.56	\$6,465.63	\$4,750.56	\$6,465.63
Ferrous Chloride (lbs.)	6441	7,279	8,100	7,279	8,100
Annual Cost	\$3,188.52	\$2,447.52	\$4,009.36	\$2,447.52	\$4,009.36
Sludge Thickener					
Polymer (lbs.)	8,517	5,324	5,218	5,324	5,218
Annual Cost	\$11,659.08	\$9,659.08	\$7,290.00	\$5,659.08	\$7,290.00
Biosolids (gal)	537,000	319,800	410,406	319,800	410,406
Annual Hauling Costs	\$58,854.00	\$21,570.00	\$20,520.30	\$21,570.00	\$20,520.30

2022 Annual Water Report

	2020	2021	2022
Customers Billed			
City	1647	1649	1650
Rural	24	24	24
	1671	1673	1674
Total Gallons Billed			
City	112,361,921	109,203,213	111,376,462
Rural	1,881,139	2,039,095	1,975,333
	114,243,060	111,242,308	113,351,795
Total Dollars Billed			
City	\$ 677,820.43	\$ 730,140.15	\$ 776,626.19
Rural	\$ 21,814.42	\$ 24,631.66	\$ 24,691.86
	\$ 699,634.85	\$ 754,771.81	\$ 801,318.05
Penalties Added	\$ 5,010.06	\$ 4,717.75	\$ 5,103.31
Total Dollars Collected	\$ 623,416.08	\$ 746,945.88	\$ 793,853.93
Total Gallons Pumped	114,595,000	129,106,000	128,684,000
Hydrant Flushing	1,100,000	2,500,000	2,850,000
Unaccounted Gallons	-748,060	15,363,692	12,482,205
Percent of Total	-0.65%	11.90%	9.70%





City of Portland Water Department 2022 Annual Report

Recap of work completed in 2022

1. 347 work orders were completed for turn off/on of water, and final reads.
2. 79 water meter repair orders were received and completed.
3. Miss Dig tickets were completed thought the year as they were received.
4. All calls to businesses and home owners were handled in a timely manner.
5. Semi-annual hydrant flushing was successfully completed.
6. Hydrant inspections were completed and repaired as needed.
7. Valve and curb boxes were raised or lowered as needed and restoration of surrounding material completed.
8. 8 Water main breaks and service line repairs were completed.
9. A large section of 1" galvanized water main at 7917 W. Grand River, was replaced with 1" HDPE.
10. All EGLE compliance samples were submitted timey throughout the year.
11. Updates to the Emergency Response Plan (ERP) were completed for the department.
12. Certified water operators continue to attend training to earn CEC's toward license renewals. Kyle Enz and Tony Humphreys, wrote exams and earned their S-4 water distribution licenses.
13. South tower received a visual inspection. The Hill St. Tower received new paint on the exterior surface.
14. HydroCorp continues to maintain our Cross-Connection Control program, by doing physical inspections, organizing device testing, record keeping, and reporting to EGLE.
15. The annual Consumer Confidence Report was prepared and distributed to the public as per EGLE requirements in late June.
16. We're continuing to be active in a Well Head Protection Program to ensure future water quality.
17. SLC Meter company installers began installing new cellular endpoint meters. The project should be completed by late spring 2023.
18. As part of the meter changeout program, initial inspections are being completed as part of a residential cross connection program.
19. 50 Fire Hydrants were refurbished and coated with new paint.

-Respectfully Submitted,
Rodney D. Smith Jr., OIC/ Water Technician.



**City of Portland
Department of Public Works
2022 Annual Report**

FLUIDS USED

	2019	2020	2021	2022
Cylinder Oil (gal)	110	55	55	55
Transmission Fluid (gal)	55	10	10	10
Hydraulic Oil (gal)	55	0	55	55
Antifreeze (gal)	12	12	8	10
Car Wash Soap (gal)	30	30	30	30

FUEL COST

Year	Cost
2019	\$20,350
2020	\$13,925
2021	\$22,100
2022	\$28,068

MAJOR AND LOCAL STREETS

Material	2019	2020	2021	2022
Hot Black Top (ton)	50	56	34	80
Winter Black Top (ton)	6	5	6	10
Crack Filler (ton)	8	14	0	0
Road Gravel (yds)	0	0	0	0
Sand (yds)	0	0	0	0

SIDEWALKS AND WALKWAYS

Several areas of sidewalk were replaced.
Several sections of walk were repaired by using concrete raising.

STREET PAINTING

2019: Cost \$16,514.87
2020: Cost \$16,681.07
2021: Cost \$16,027.25
2022: Cost \$16,630.90

WINTER STREET SALT

2019	700 tons	Total cost: \$44,968.00
2020	500 tons	Total cost: \$33,327.50
2021	300 tons	Total cost: \$19,128.67
2022	300 tons	Total Cost: \$17,968.35

From January 1, 2022 to December 31, 2022, thirty miles of major intersections and hills were salted 16 times.

All City streets, cemetery, hydro plant and alleys were plowed and salted a total of 19 times.

The downtown area was cleaned of snow 10 times.

The river trail was plowed 2 times.

LEAF PICK UP

2019: Approximately 2,200 cubic yards were picked up.
2020: Approximately 2,500 cubic yards were picked up.
2021: Approximately 2,000 cubic yards were picked up.
2022: Approximately 2,700 cubic yards were picked up.

CITY WIDE CLEAN-UP

	2019	2020	2021	2022
Loads Received	273	Cancelled	259	201
Dumpsters Filled or Yards	20		18	100 yds
Electronics	103tv's		6,600lbs.	
Scrap Metal				10,980 lbs.
Costs:				
Dumpsters	\$8,207.00		\$12,062.26	\$7,334.00
Wages	\$2,193.07		\$1,062.25	\$1,210.44
Electronics	\$2,168.60		\$3,300.00	\$2,800
Equipment	\$175.02		\$82.54	\$83.92
Total Cost of Cleanup	\$12,743.69		\$16,507.05	\$11,428.36

MILES PUT ON CITY VEHICLES

	2019	2020	2021	2022
9-05 GMC Truck	5,100	4,190	4,481	5,176
9-11 Vactor Truck	144	151	108	127
9-22 GMC Truck	4,643	3,890	3,955	3,865
9-14 Sweeper	725	Replaced	600	644
9-48 Freightliner Flatbed	N/A	N/A	1,660	947
9-49 International Plow	3,399	2,093	2,789	2,751
9-50 International Truck				New
9-51 Freightliner Truck	3,210	2,115	3,314	2,090
9-54 GMC 1 Ton	4,940	4,528	4,184	3,447
Total miles:	22,161	16,967	21,091	19,047

EQUIPMENT

New International snow plow/dump truck outfitted by Truck & Trailer Specialties.



New Bandit Industries brush chipper.



We built a barricade trailer to better serve the community.



MISCELLANEOUS

- Hammond Farms ground the brush pile and cleaned up the compost area.
- Spot asphalt mill & fill on E Grand River Ave and Charlotte Hwy.
- Complete asphalt removal, spot curb replacement and new asphalt on Virginia Ave.
- Assisted with river trail repairs.
- Asphalt crack sealing was done on several streets.
- Tree trimming city wide.
- Removed 35 trees city wide.

Respectfully Submitted,

Ken Gensterblum
Public Works Director

Project Report for the City of Portland

Billing for 2022

Fleis & VandenBrink Engineering, Inc.-All Accounts *Engineering*

<u>Project Number</u>	<u>Project Description</u>	<u>Billing Work</u> <u>1/2022 – 12/2022</u>
1110G	General Consultation	\$16,518.83
28771	Bridge Inspection	\$3,800.00
833070	Safe Routes to School Project	\$5,510.68
853960	Kent Street Improvements	\$88,892.91
	TOTAL	\$114,722.42

F&V Operations & Resource Management *Operations*

712021	Portland WWTP O&M	\$114,653.87
	TOTAL	\$229,376.29

2022

Annual Report



2022 Highlights



The Mission of the Portland Board of Light and Power (PBLP) is to provide safe, reliable, and sustainable power to the City of Portland and Portland Township Customers

SAFETY

The 2022 work year was completed with no reportable safety accidents or injuries. The City invested throughout the year in facilities, resources, training and personal-protective-equipment to improve and upgrade workplace safety. The City contracted a professional consulting group to update safety plans, policies, and procedures for high-risk work activities. Plan completion and safety training was conducted in the spring.

RELIABILITY

The PBLP had another reliable year. While neighboring utilities, in and out of the state of Michigan, suffered from storm related outages, historical investments in our underground power lines kept outages for our customers to a minimum. In 2022 the City invested in a GIS subscription, engineering planning and location equipment. The equipment arrived at the end of the year and initial phases of distribution system locating and asset management work started.

SUSTAINABILITY

On the financial front, the cost of power in the City continues to be the most competitive local option. Despite increasing natural gas prices, which directly correlate to the price of power locally and across the country, overall power prices for customer remained the best alternative local alternative. The Michigan Public Power Association reported that City of Portland residential, commercial and general service industrial demand prices for electricity are 30-37% cheaper than the next most competitive local offerings. We are working with other municipal power organizations across Michigan to contract forward power and capacity purchases in a conservative portfolio manner to maintain competitive pricing and reliable power delivery for our community.

From a renewable standpoint, 25% of the power used by PBLP customers in 2022 came from a renewable resource. For comparison purposes, the US Department of Energy reports that in 2021, renewable energy sources accounted for about 12.4% of total US primary energy consumption and 19.8% of total utility-scale electricity generation. The Portland Municipal Dam is a significant source of renewable energy in the power portfolio. The PBLP continues to look for opportunities to expand the renewable portion of our contracted power portfolio in a financially responsible manner.

During the first 6 months of 2022 the PBLP retrofit and installed LED light bulbs in all the decorative streetlights. Results of this work campaign are more consistent aesthetics and light color combined while reducing the electricity used for decorative streetlights by approximately 60%.

2023 PBLP Objectives



The Mission of the Portland Board of Light and Power (PBLP) is to provide safe, reliable, and sustainable power to the City of Portland and Portland Township Customers

DISTRIBUTION SYSTEM

- Automated Metering Infrastructure (AMI) vendor selection and initial phase implementation
- Implement the distribution system operation and maintenance asset management strategies
- Complete the targeted areas of overhead lines to underground (conduits installed in 2022):
 - a. Bills Party Store
 - b. Market Street
 - c. I-96 Crossing at Okemos/Oak Streets
- Complete engineering and procurement activities for new transmission to distribution system substation
- Engineering and purchasing for Kent Street improvements
- Phased painting of pad mounted transformers throughout the City
- Strategic vegetative management

POWER GENERATION PLANT

- Exercise generation assets monthly
- Successful completion of USEPA engine performance test
- Planning and engineering for updates to engine controls and switchgear
- Establish and implement an asset management strategy with strategic parts inventory
- Install two modern air compressors for air starting systems
- Add heaters to engine to improve operational readiness and reduce maintenance costs

MUNICIPAL DAM

- Establish and implement asset management strategy for the dam
- Begin restoration of concrete around impoundment area
- Improve walking/equipment bridge over stream
- Evaluate options for alternative flashboard systems

STREETLIGHTS

- Locate and inventory lights in GIS system
- Establish a lighting plan along West Grand River
- Begin evaluation and planning for lights along Divine Highway

ADMINISTRATION

- Continue prioritization and commitment to zero harm safety culture
- Improve public power education
- Work with I.S.P. to bring broadband fiber to community in 2023
- Initiate first phase of automated metering infrastructure
- Work with national consultant to establish a strategic financial plan
- Improve distributed energy resource readiness

2022 Statistics



The Mission of the Portland Board of Light and Power (PBLP) is to provide safe, reliable, and sustainable power to the City of Portland and Portland Township Customers

COMMUNITY POWER DEMAND

- 2022 peak power demand occurred in June at 9,179 KW
 - 2022 average monthly peak power demand was 6,204 KW
 - 2022 peak monthly power use occurred in July at 3,617,612 KWH
 - 2022 total power use was 36,356,063 KWH
- * *(Additional details can be found in Attachments Tables 1 & 2)*

MUNICIPAL DAM POWER PRODUCTION

- 2022 Annual power production for the dam was 1,621,951 KWH
 - 2022 Peak monthly production occurred in December at 242,841 KWH
 - Production during the second half of the year was low due to lower-than-average rainfall and river flow.
 - Total 2022 dam production was 2.8% below the 25-year annual production average.
- * *(Additional details can be found in Attachment Tables 3 & 4)*

MUNICIPAL DAM OPERATING COSTS

- 2022 direct expenses for the dam were \$54,699.96
 - 2022 value of power generated by the dam is estimated at \$131,215.84
 - In addition to the in-system reliability, and renewable value derived from power generating by the dam, financially the dam generated financial value in 2022
- * *(Additional details can be found in Attachment Table 5)*

OUTAGES

- In 2022 the system experienced 9 outages compared with 10 outages in 2021
 - 60% of the outages occurred within the overhead distribution system
- * *(Additional details can be found in Attachment Table 6)*



Attachments



Acknowledgments

Thank you to the Portland community for its continued support of public power, and for the dedicated service of past and present board members of the Portland Board of Light and Power.



TABLE 7 Portland, Michigan 2022 Annual Electric Report Power Cost and Supply



	Kilowatts Purchased			Electric Purchase Costs		
	2020	2021	2022	2020	2021	2022
Constellaion	0	0	0			
MPPA	36,554,174	37,022,025	37,716,108	\$ 2,041,744.59	\$ 2,263,942.65	\$ 2,806,204.69
MPPA (Belle River)	0	0	0	\$ -	\$ -	\$ -
MPPA (Campbell)	0	0	0	\$ -	\$ -	\$ -
Integrlys	0	0	0	\$ -	\$ -	\$ -
ESP	0	0	0	\$ -	\$ -	\$ -
Hydro Generation	2,000,100	2,140,206	1,691,666			
Diesel Generation	0	114,210	55,037			
Total	34,554,074	34,881,819	36,024,442	\$ 2,041,744.59	\$ 2,263,942.65	\$ 2,806,204.69

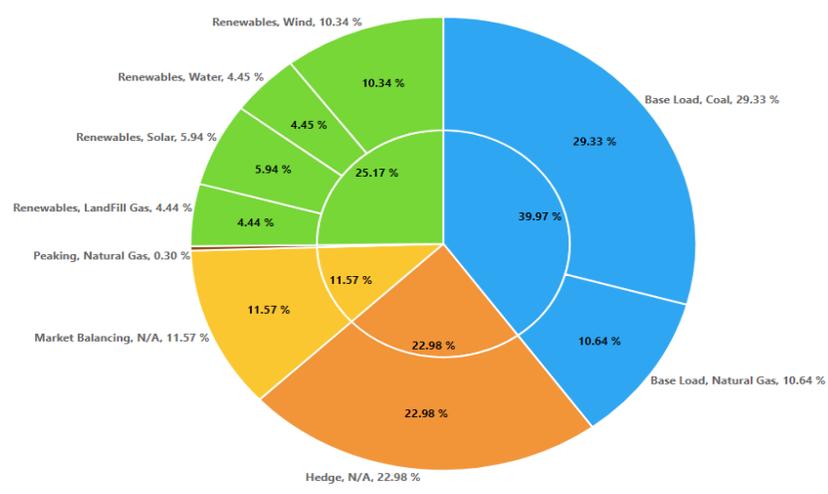
	Kilowatts Used			Average Cost Per KWH Purchased		
	2020	2021	2022	2020	2021	2022
Residential	17,716,558	17,292,513	18,018,860	\$ 0.06	\$ 0.06	\$ 0.08
Commercial	8,201,280	8,676,686	8,728,188			
Lg. Demand/General	7,921,080	8,145,449	8,226,066			
Street Lights	332,819	315,904	315,904			
Diesel Plant	178,080	131,240	122,685			
Hydro-Not Billed	21,301	16,781	9,178			
Total	34,371,118	34,578,573	35,420,881			
Unaccounted For (Loss to System)	182,956	303,246	603,561			
Line Loss %	0.53%	0.87%	1.68%			



Electric Billed to Customers			
PCA Billed-Residential	\$ 324,265.22	\$ 278,317.47	\$ 489,862.23
PCA Billed-Commercial	\$ 152,162.46	\$ 144,841.76	\$ 234,067.05
PCA Billed-Lg. General	\$ 144,385.36	\$ 136,558.81	\$ 216,460.27
Residential EO Charge	\$ 1,859,651.03	\$ 2,006,343.00	\$ 2,309,768.00
Geothermal Discount	\$ 31,798.22	\$ 31,234.83	\$ 30,517.21
Commercial/LG EO Chg	\$ (1,146.98)	\$ (1,305.77)	\$ (1,317.29)
Lg. General/Demand	\$ 888,626.22	\$ 1,015,850.98	\$ 1,119,771.68
Lg. EO Charge	\$ 29,285.15	\$ 29,040.30	\$ 29,253.18
Street Lights	\$ 694,429.02	\$ 798,616.07	\$ 887,653.56
Tax	\$ 220.80	\$ 220.80	\$ 220.80
Rental Lights	\$ 46,811.16	\$ 45,615.30	\$ 32,635.00
	\$ 157,928.93	\$ 168,262.65	\$ 202,694.77
	\$ 2,815.05	\$ 2,773.81	\$ 2,753.58
Total	\$ 4,331,231.64	\$ 4,656,370.01	\$ 5,554,340.04
Residential Customers	2236	2239	2239
Commercial Customers	332	329	329
Lg. General/Demand	15	15	15
Total	2583	2583	2583

**Year End Totals*

Calendar Year 2022 Energy Portfolio Summary
25.17% of the City of Portland Power Supply was Generated from a Renewable Resource





Parks & Cemetery Annual Report 2022

I. CEMETERY DEPARTMENT

A. GRAVE OPENINGS

<u>#</u>	<u>Type</u>	<u>Residency</u>	<u>Cost</u>	<u>Total</u>
8	Casket Burial	Resident	\$275	\$2,200
8	Casket Burial	Non-Resident	\$400	\$3,200
3	Casket Burial	Resident	\$375	\$1,125
2	Casket Burial	Non-Resident	\$525	\$1,050
6	Cremation	Resident	\$125	\$750
4	Cremation	Non-Resident	\$175	\$700
4	Cremation	Resident	\$175	\$700
6	Cremation	Non-Resident	\$250	\$1500
	9 - After hours & Saturday OT Charges		\$150	\$1,350
	1 - After hours & Saturday OT Charges		\$200	\$200
41	Total			\$12,775

B. GRAVE OPENING – LAST FIVE YEARS

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Casket Burial of Resident	9	12	17	11	11
Casket Burial of Non-resident	4	8	20	13	10
Cremation Burial of Resident	9	8	8	6	10
Cremation Burial of Non-resident	4	12	9	8	10
Infant Columbarium Burial	0	0	0	3	0
Totals	26	40	54	41	41

C. LOT SALES

<u>#</u>	<u>Lot Type</u>	<u>Residency</u>	<u>Plot Cost</u>	<u>Total</u>
12	Casket Burial	Resident	\$300.00	\$3,600.00
0	Casket Burial	Resident	\$350.00	\$0.00
7	Casket Burial	Non-Resident	\$475.00	\$3,325.00
0	Casket Burial	Non-Resident	\$550.00	\$0.00
0	Cremation	Resident	\$175.00	\$0.00
0	Cremation	Resident	\$225.00	\$0.00
1	Cremation	Non-Resident	\$275.00	\$275.00
2	Cremation	Non-Resident	\$350.00	\$700.00
22	Total			\$7,900.00

Perpetual care charges included in lot sale \$1,190.00
 Total revenue excluding perpetual care \$6,710.00

D. FOUNDATION CHARGES

23 Foundations of various sizes **\$9,276.80**

E. CEMETERY TOTALS FOR LAST FIVE YEARS

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Grave Openings	46	54	54	41	41
Graves Sold	20	38	61	38	22
Foundations	23	19	34	26	23
Openings Revenue	\$11,500.00	\$11,550.00	\$14,700.00	\$11,975.00	\$12,775.00
Sales Revenue	\$3,562.50	\$8,350.00	\$17,625.00	\$12,350.00	\$7,900.00
Foundations Revenue	\$3,982.80	\$3,650.80	\$7,459.00	\$6,470.20	\$9,276.80
Total Revenue	\$19,045.30	\$23,550.80	\$39,784.00	\$30,795.20	\$29,951.80

II. PARKS DEPARTMENT

A. As of 2022 tree removals and stump grindings are part of DPW

B. TREE PLANTING

<u>Location</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Curb Lawn	11	0	6	7	6
Cemetery	0	0	0	0	0
Parks	0	1	5	4	5
Downtown	1	0	0	0	0
Total	12	1	11	9	11

C. FUEL AND VEHICLE TOTALS FOR LAST FIVE YEARS

1. BREAKDOWN OF TOTALS

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Gas	\$1,393.45	\$2,193.95	\$1,721.15	\$2,840.33	\$4,995.69
Diesel	\$1,575.29	\$1,950.02	\$1,664.77	\$1,464.69	\$1,939.44
Oil	\$233.72	\$277.26	\$283.93	\$315.47	\$376.12
Filters	\$264.12	\$303.47	\$297.19	\$308.81	\$343.27
Parts	\$3,726.17	\$4,011.68	\$3,441.25	\$4,877.36	\$5,339.96
Total	\$7,192.75	\$8,736.38	\$7,408.29	\$9,806.66	\$12,994.48

2. VEHICLE HOURS OVER LAST FIVE YEARS

<u>Vehicle</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
JD 4405	96	105	121	95	101
Ztrak AC	144	132	128	152	181
Ztrak AP	131	126	137	140	126
Ztrak 950	335	300	252	296	424
JD 770	15	12	8	0	0
JD 3039	258	227	242	276	220
JD Gator 6x4	67	53	71	64	116
JD Gator 4x4	156	135	123	168	229



**Department of Parks and Recreation
Annual Report 2022**

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I. Youth Recreation:

A. Spring Programs

1. Kindergarten Baseball

Residency	#	%
City of Portland	12	20%
Portland Township	16	27%
Danby Township	21	35%
Eagle Township	2	3%
Orange Township	2	3%
Lyons Township	2	3%
Sebewa	1	2%
Other	4	7%
Total	60	100%

2. 1st/2nd Grade Softball

Residency	#	%
City of Portland	10	25%
Portland Township	15	38%
Danby Township	9	23%
Eagle Township	1	3%
Orange Township	2	5%
Lyons Township	2	5%
Sebewa	0	0%
Other	1	3%
Total	40	100%

3. 4 & 5 Year Old Flag Football

Residency	#	%
City of Portland	13	42%
Portland Township	5	16%
Danby Township	7	23%
Eagle Township	0	0%
Orange Township	3	10%
Lyons Township	0	0%
Sebewa	3	10%
Other	0	0%
Total	31	100%

4. Kindergarten Basketball

Residency	#	%
City of Portland	10	21%
Portland Township	10	21%
Danby Township	13	27%
Eagle Township	4	8%
Orange Township	3	6%
Lyons Township	0	0%
Sebewa	5	10%
Other	3	6%
Total	48	100%

B. Summer Programs

1. Tot Soccer

Residency	#	%
City of Portland	16	41%
Portland Township	9	23%
Danby Township	6	15%
Orange Township	1	3%
Eagle Township	2	5%
Lyons Township	3	8%
Sebewa	2	5%
Other	0	0%
Total	39	100%

2. 4 & 5 Year Old Tball

Residency	#	%
City of Portland	30	36%
Portland Township	20	24%
Danby Township	20	24%
Eagle Township	1	1%
Orange Township	6	7%
Lyons Township	1	1%
Sebewa	4	5%
Other	2	2%
Total	84	100%

3. K/1st Grade Flag Football

Residency	#	%
City of Portland	4	29%
Portland Township	9	26%
Danby Township	4	32%
Eagle Township	2	5%
Orange Township	1	0%
Lyons Township	1	0%
Sebewa	4	3%
Other	4	5%
Total	29	100%

2. 2nd/3rd Grade Flag Football

Residency	#	%
City of Portland	12	20%
Portland Township	24	39%
Danby Township	10	16%
Eagle Township	2	3%
Orange Township	3	5%
Lyons Township	3	5%
Sebewa	3	5%
Other	4	7%
Total	61	100%

4. Tennis Camp

Residency	#	%
City of Portland	13	27%
Portland Township	19	39%
Danby Township	7	14%
Eagle Township	1	2%
Orange Township	3	6%
Lyons Township	3	6%
Sebewa	2	4%
Other	1	2%
Total	49	100%

D. Winter Programs

1. 1st/2nd Grade Basketball

Residency	#	%
City of Portland	22	20%
Portland Township	39	36%
Danby Township	26	24%
Eagle Township	5	5%
Orange Township	6	6%
Lyons Township	3	3%
Sebewa	4	4%
Other	3	3%
Total	108	100%

C. Fall Programs

1. DK-3rd Grade Soccer

Residency	#	%
City of Portland	27	23%
Portland Township	34	30%
Danby Township	32	28%
Eagle Township	3	3%
Orange Township	6	5%
Lyons Township	3	3%
Sebewa	2	2%
Other	8	7%
Total	115	100%

2. Daddy/Daughter Dance

Residency	#	%
City of Portland	151	29%
Portland Township	131	25%
Danby Township	85	16%
Orange Township	11	2%
Eagle Township	41	8%
Lyons Township	17	3%
Sebewa	34	6%
Other	58	11%
Total	528	100%

E. Youth Participation Totals

Residency	#	%
City of Portland	320	27%
Portland Twp.	331	28%
Danby Twp.	240	20%
Eagle Twp.	33	3%
Orange Twp.	78	7%
Lyons Twp.	38	3%
Sebewa Twp.	64	5%
Other	88	7%
Totals:	1,192	100%

II. Adult Recreation

A. Spring/Summer Programs

1. Softball

Residency	#	%
City of Portland	36	30%
Portland Township	28	24%
Danby Township	14	12%
Eagle Township	6	5%
Orange Township	3	3%
Lyons Township	3	3%
Sebewa	2	2%
Other	27	23%
Total	119	100%

B. Fall Programs

1. Softball

Residency	#	%
City of Portland	42	30%
Portland Township	30	21%
Danby Township	17	12%
Eagle Township	7	5%
Orange Township	3	2%
Lyons Township	2	1%
Sebewa	2	1%
Other	37	26%
Total	140	100%

C. Winter Programs

1. Basketball

Residency	#	%
City of Portland	40	23%
Portland Township	32	18%
Danby Township	19	11%
Eagle Township	6	3%
Orange Township	2	1%
Lyons Township	2	1%
Sebewa	4	2%
Other	72	41%
Total	177	100%

2. Volleyball

Residency	#	%
City of Portland	10	22%
Portland Township	6	13%
Danby Township	8	18%
Eagle Township	1	2%
Orange Township	1	2%
Lyons Township	2	4%
Sebewa	1	2%
Other	16	36%
Total	45	100%

D. Adult Participation Totals

Residency	#	%
City of Portland	128	41%
Portland Township	96	27%
Danby Township	58	11%
Eagle Township	20	6%
Orange Township	9	2%
Lyons Township	9	2%
Sebewa	9	1%
Other	152	10%
Totals:	481	100%

III. Youth & Adult Participation Total

Residency	#	%
City of Portland	448	34%
Portland Township	427	29%
Danby Township	298	19%
Eagle Township	53	3%
Orange Township	87	4%
Lyons Township	47	2%
Sebewa	73	2%
Other	240	6%
Total	1,673	100%

IV. Youth Recreation:

A. Spring Programs

1. Kindergarten Baseball

Revenue

Registration Fees \$2,276.00

Expenditures

Shirts \$363.00

Total Revenue \$2,276.00

Total Expenditures \$363.00

Total Balance \$1,913.00

2. 1st/2nd Grade Softball

Revenue

Registration Fees \$1,550.00

Expenditures

Shirts \$242.00

Total Revenue \$1,550.00

Total Expenditures \$242.00

Total Balance \$1,308.00

3. 4 & 5 Year Old Flag Football

Revenue		
	Registration Fees	\$1,207.00
Expenditures		
	Shirts	\$176.00
Total Revenue		\$1,207.00
Total Expenditures		\$176.00
Total Balance		<u>\$1,031.00</u>

4. Kindergarten Basketball

Revenue		
	Registration Fees	<u>\$1,850.00</u>
		\$1,850.00
Expenditures		
	Shirts	<u>\$405.00</u>
		\$405.00
Total Revenue		\$1,850.00
Total Expenditures		\$405.00
Total Balance		<u>\$1,445.00</u>

B. Summer Programs

1. Tot Soccer

Revenue		
	Registration Fees	<u>\$1,638.00</u>
		\$1,638.00
Expenditures		
	Instruction Fee	\$1,253.60
Total Revenue		\$1,638.00
Total Expenditures		\$1,253.60
Total Balance		<u>\$384.40</u>

2. 4 & 5 Year Old Tball

Revenue	Registration Fee	\$3,231.00
Expenditures	Shirts	<u>\$600.00</u>
		\$600.00
Total Revenue		\$3,231.00
Total Expenditures		<u>\$600.00</u>
Total		\$2,631.00

3. Kindergarten/1st Grade Flag Football

Revenue	Registration Fees	\$1,193.00
Expenditures	Shirts	\$270.00
Total Revenue		\$1,193.00
Total Expenditures		<u>\$270.00</u>
Total Balance		\$923.00

4. Tennis Camp

Revenue	Registration Fee	\$2,291.00
Expenditures	Instruction Fee	\$1,635.40
	Shirts	<u>\$508.60</u>
		\$2,144.00
Total Revenue		\$2,291.00
Total Expenditures		<u>\$2,144.00</u>
Total Balance		\$147.00

C. Fall Programs

1. DK-3rd Grade Soccer

Revenue		
	Registration	\$4,535.00
Expenditures		
	Shirts	\$797.50
Total Revenue		\$4,535.00
Total Expenditures		\$797.50
Total Balance		<u>\$3,737.50</u>

2. 2nd/3rd Grade Flag Football

Revenue		
	Registration Fees	<u>\$2,323.00</u>
		\$2,323.00
Expenditures		
	Shirts	\$335.50
Total Revenue		\$2,323.00
Total Expenditures		\$335.50
Total Balance		<u>\$1,987.50</u>

D. Winter Programs

1. 1st/2nd Grade Basketball

Revenue		
	Registration Fees	<u>\$5,060.00</u>
		\$5,060.00
Expenditures		
	Shirts	<u>\$977.50</u>
		\$977.50
Total Revenue		\$5,060.00
Total Expenditures		\$977.50
Total Balance		<u>\$4,082.50</u>

2. Daddy/Daughter Dance

Revenue	Online Registration	\$5,052.00
	At the Door Registration	<u>\$355.00</u>
		\$5,407.00
Expenditures		
	Gift (Oriental Trading)	\$474.94
	Refreshments & Supplies	\$172.56
	DJ Fee \$250/night	\$500.00
	Photographer \$3/pic	\$711.00
	Hall Rental Fee	<u>\$150.00</u>
		\$2,008.50
Total Revenue		\$355.00
Total Expenditures		<u>\$2,008.50</u>
Total Balance		\$3,398.50

V. Adult Recreation:

A. Spring/Summer Programs

1. Adult Softball

Revenue		
	Team Entry Fees	\$4,300.00
	Player Fees	<u>\$2,790.00</u>
		\$7,090.00
Expenditures		
	Umpire/Scorekeepers	\$2,898.00
	Softballs	\$414.00
	Shirts	\$396.50
	Trophy	\$90.00
		<u>\$3,798.50</u>
Total Revenue		\$7,090.00
Total Expenditures		<u>\$3,798.50</u>
Total Balance		\$3,291.50

B. Fall Programs

1. Adult Softball

Revenue

Team Entry Fees	\$4,800.00
Player Fees	\$3,310.00
	<u>\$8,110.00</u>

Expenditures

Umpire/Scorekeepers	\$3,360.00
Softballs	\$520.00
Shirts	\$264.00
Trophy	\$90.00
	<u>\$4,234.00</u>

Total Revenue	\$8,110.00
Total Expenditures	\$4,234.00
Total Balance	<u>\$3,876.00</u>

C. Winter Programs

1. Adult Basketball

Revenue

Team Entry Fees	\$6,600.00
Player Fees	\$4,550.00
	<u>\$11,150.00</u>

Total: \$11,150.00

Expenditures

Officials & Scorekeepers	\$7,280.00
T-Shirts	\$663.50
Trophies	\$245.00
	<u>\$8,188.50</u>

Total: \$8,188.50

Total Revenue	\$11,150.00
Total Expenditures	\$8,188.50
Total Balance	<u>\$2,961.50</u>

2. Adult Volleyball

Revenue

Registration Fees	\$960.00
Player Fees	<u>\$1,225.00</u>
	\$2,185.00

Expenditures

Trophy	\$45.00
Shirts	\$117.00
Officials	<u>\$728.00</u>
	\$890.00

Total Revenue	\$2,185.00
Total Expenditures	<u>\$890.00</u>
Total Balance	\$1,295.00

VI. Programs Revenues & Expenditures Summary

A. Revenue

Program Revenue	\$60,341.00
City of Portland Contribution	\$12,000.00
Danby Township Contribution	\$ 4,000.00
Portland Township Contribution	<u>\$ 8,000.00</u>
Total Revenue	\$84,341.00

B. Expenditures

Program Expenditures	\$28,335.60
Personnel	\$35,010.01
Administrative Services	\$13,023.00
Contracts & Services	<u>\$ 6,100.65</u>
Total Expenditures	\$82,469.26

C. Balance	\$ 1,871.74
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Respectfully Submitted,

Neil Brown
Director of Parks, Recreation, & Cemetery
City of Portland

PORTLAND POLICE DEPARTMENT 2022 ANNUAL REPORT

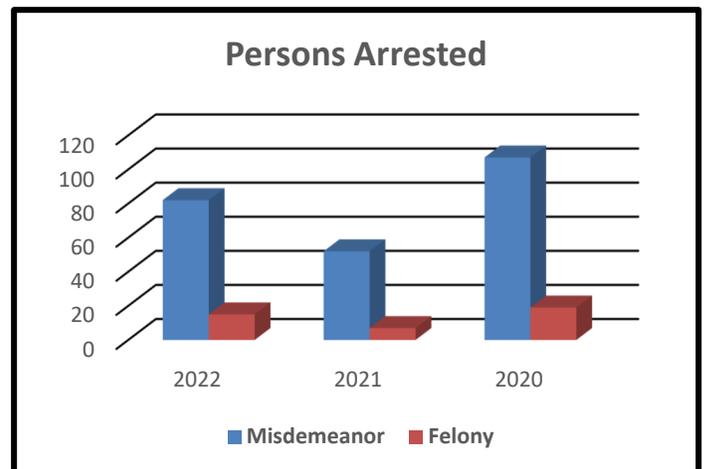
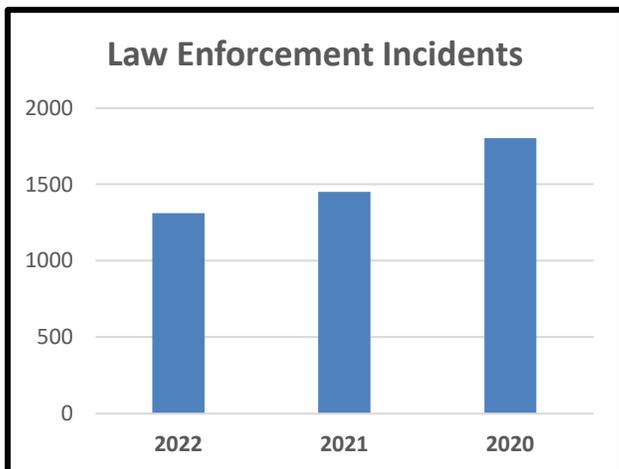
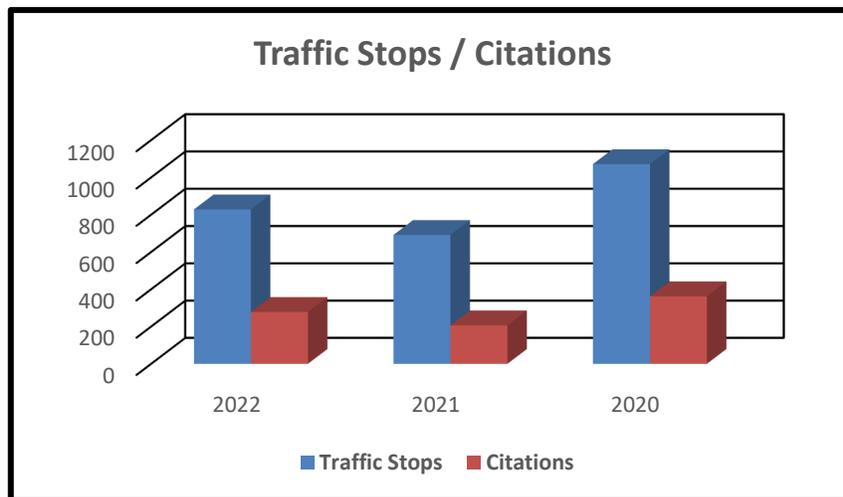


General Information

Similar to the majority of police agencies in Michigan, the Portland Police Department is currently short-staffed and hoping to recruit at least two additional police officers; these are not new positions but are intended to fill current vacancies. The State of Michigan recently committed funding intended to help with the addition of law enforcement officers throughout the state. With this support, the department has been able to offer its first academy sponsorship opportunity.

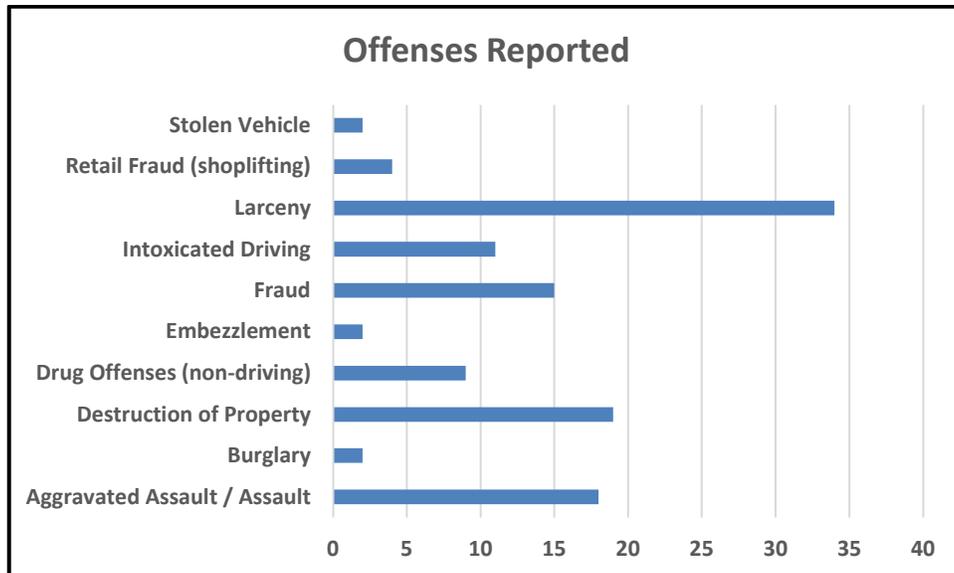
Officers at the Portland Police Department responded to 1,311 law enforcement incidents in 2022. There were 82 adult persons arrested for 126 misdemeanor charges and 15 adult persons arrested for 17 felony charges. Officers stopped 828 cars and issued 278 traffic citations.

There has been a substantial decrease in the number of people arrested over the past three years due to ongoing changes to laws and whether local jails are accepting new inmates; officers often have contact with subjects who have warrants or who have committed a crime and meet the probable cause standard to be lodged with arrestable offenses, but local jails are in a position where entry is denied.



Criminal Investigations

The following chart represents a sampling of the criminal investigations Portland police officers have investigated. Assists to other agencies in the form of forensic interviews, recovery of stolen vehicles or property, traffic offenses, warrant arrests and PPO violations have not been included.



- Traffic crashes increased to 109 in 2022 compared to 95 in 2021.

Use of Force

Per departmental policy, use of force is documented whenever force exceeds handcuffing and use of soft, empty hands. Use of force includes pointing a TASER or a firearm at a subject to gain compliance whether or not the weapon is discharged.

- There were zero use of force incidents during 2022.

Notable Activity

In early 2022, the Portland Police Department was invited to participate on the Ionia County Critical Incident Team (ICCIT). Officer Smith submitted his letter of interest and was provided with the opportunity to try out for the team. He completed the interview and physical tryout process in June of 2022. He earned a permanent place on the team in December after completing additional training and a six-month probationary term. This is the first time in the history of the Portland Police Department where an officer has participated in a high-risk tactical unit.

Officers Smith and Listerman investigated a complaint of a felonious assault in March 2022. A homeowner was reported to have exited his home and approached a woman who had pulled over in her car to use her cell phone. The male homeowner was angry at her for being parked in a nearby parking lot and began striking her vehicle with a golf club in a perceived attempt to access the motorist through her partially open driver's window. The subject was later arrested on charges of felonious assault and malicious destruction of property.

Officer Listerman took 21 reports from July 2 – July 4, 2022, associated with the breaking and entering of cars. Most of the property stolen included government issued ID's, credit cards and bank checks. Officer Listerman spent a significant amount of time conducting a neighborhood canvas, contacting retailers where some of the financial transaction devices were used and coordinating investigative information with other law enforcement agencies with similar type investigations. Due to this, three suspects were developed. Warrants, although requested, were unable to be authorized by the local prosecutor; as an

alternative, the investigations were turned over to the Michigan State Police for criminal charges related to conducting a criminal enterprise.

Throughout the summer, several jurisdictions had complaints of subjects approaching them in business parking lots near the interstate and offering obviously fake jewelry for sale; Portland had several reports of this behavior. In November of 2022, two of these subjects were identified at the Portland Shell gas station. A subsequent search of their vehicle located five pieces of jewelry believed to be fake. The jewelry was seized and confirmed by reputable jewelers to contain fraudulent markings. Warrants were issued by the Ionia County Prosecutors Office for possession of the counterfeit jewelry.

On December 23, 2022, Officer Walker, Officer Listerman, Officer Kauffman, and Chief Thomas began investigating the report of an endangered adult who had been persuaded by her biological parents to move away from her court ordered guardian and adoptive parents. The male suspect was currently on probation for recently stalking the guardian family. Officers worked with each other and several law enforcement agencies to recover the woman as the group traveled to the east side of the state. Officer Walker, who had established a professional relationship with the male suspect, was able to convince him to bring the endangered woman back to the Portland area, and Officer Walker was able to deliver her home with her family on the afternoon of Christmas Eve. Since her return, officers have learned the man convinced the woman to leave with the intention of impregnating her and is alleged to have completed his attempts prior to her return home. This investigation is ongoing and collaborative with the Fenton Police Department.

On December 26, 2022, a subject was reported to be driving aggressively and used his car to intentionally ram another car containing a family – including a young child and a pregnant female. Officer Listerman was able to locate and detain the suspect despite his attempt to flee. Further investigation determined the suspect had been operating a stolen motor vehicle while under the influence of methamphetamine. In addition to those charges, as well as criminal charges related to the crash, the suspect was ultimately charged with several counts of resisting and obstructing arrest after actively fighting with Officer Listerman and jail staff attempting to secure him inside the jail.

Code Enforcement

The Department worked with 62 homeowners and renters while targeting abandoned vehicles, junk/secondhand goods, and tall weeds and grass.

Removal of 6 Abandoned Vehicles
Clean up of 13 areas of “Junk”
Trimming of tall grass / weeds in 23 yards
Improving 20 properties by correction code violations

Personnel

Officer Chris Walker was hired in May 2022. He has several previous years of related experience in both law enforcement and corrections having worked with the Lake Odessa and Laingsburg Police Department, Michigan Department of Corrections and Calhoun County Sheriff’s Department (jail).

Several officers are currently assigned specialty assignments including roles with the Ionia County Critical Incident Team, Ionia County Dive Team, and IM SAFE Child Advocacy Center. One officer is an ALICE instructor, and one officer is a certified child safety seat technician.



2022 ANNUAL REPORT



Portland Ambulance 2022 Annual Report

Overview

The workplace culture at Portland Ambulance took a dramatic shift in 2022. One of the more dynamic changes has been the implementation of full-time employees in lieu of the reliance on part-time, on-call employees. 2022 ended with three full-time paramedics and three full-time EMT's. There are still several part-time employees who assist with staffing shift openings, answering calls for a second ambulance or training staff in continuing education credits.

The PAMA board has made significant progress in making updates to the emergency services building. The roof has been completely replaced along with new venting for the furnaces. A new vapor wall and interior doors were installed to limit any carcinogens transferring from the vehicle exhausts into the living / sleeping quarters.

Among the changes, is a new medical supply closet. Previously, medical supplies and equipment were kept amongst several lockers, closets and boxes scattered throughout the building. The new closet has allowed for a single area of organization and streamlined supply ordering and the restocking of medical items on trucks.

Several members of the department have actively invested in the changes at Portland Ambulance taking on additional responsibilities or working on special projects. Don Fox, Ben Dake, Madison Gensterblum, Ben Smith, Andrew Fox, Sydney Smith, and Brendan Cassel spent hours arranging and teaching continuing education credits, spearheading the cleaning and reorganization of the station, enacting new procedures, and participating in community events.

CALLS / COMMUNITY SERVICE

There were 1,105 calls for service, transports, and mutual aid responses in 2022 Just over 29% were basic life support responses while 71% required advanced life support.

The service continues to be a presence at community events including 911 Field Day, Portland High School and community trunk-or-treats, football games at Pewamo-Westphalia, Portland St Pats, and Portland Public schools with plans to expand outreach efforts in 2023

Calls by Residency*	Jan		Feb		Mar		Apr		May		June		July	
	R	NR	R	NR	R	NR								
City of Portland	31	1	31	2	17	6	24	6	19	5	23	5	27	6
Portland Twp	16	1	14	0	13	1	14	2	14	6	14	0	11	5
Danby Twp	7	0	9	1	5	1	11	3	10	1	6	4	7	2
Lyons Twp	1	0	4	1	3	1	5	0	1	0	5	0	2	1
Sebewa Twp	4	0	3	1	8	0	3	0	2	0	3	1	3	2
Pewamo Vill	9	0	4	0	7	0	7	0	4	0	2	0	5	0
Westphalia Twp	4	0	1	0	2	0	4	0	1	0	2	0	2	0
Westphalia Vill	0	0	2	0	2	0	1	0	2	0	2	0	2	0
Orange Twp	2	3	2	0	0	0	2	1	3	1	1	1	2	1

Calls by Residency*	Aug		Sept		Oct		Nov		Dec		Final	
	R	NR	R	NR	R	NR	R	NR	R	NR	R	NR
City of Portland	26	8	34	8	30	10	27	6	31	5	320	68
Portland Twp	15	8	15	4	14	0	17	3	21	4	178	34
Danby Twp	9	0	12	3	11	1	9	5	20	1	116	22
Lyons Twp	6	0	6	0	2	0	3	1	1	0	39	4
Sebewa Twp	4	0	3	1	8	0	3	2	7	0	51	7
Pewamo Vill	6	1	2	0	2	0	3	1	5	3	56	6
Westphalia Twp	6	1	5	2	2	0	1	0	5	0	35	3
Westphalia Vill	2	0	0	1	0	1	2	0	0	0	15	2
Orange Twp	2	0	3	1	4	2	0	0	2	2	23	12

Total Calls for Month*	Jan	Feb	Mar	Apr	May	June
		80	75	68	83	70
Mutual Aid Given	Jan	Feb	Mar	Apr	May	June
	9	13	1	4	10	11

Total Calls for Month*	July	Aug	Sept	Oct	Nov	Dec
		80	94	102	88	84
Mutual Aid Given	July	Aug	Sept	Oct	Nov	Dec
	8	9	6	7	9	13

*Number of calls is not equal to number of patients (i.e. traffic crashes w/multiple patients) and does not include patient transfer calls.



Oakwood Elementary Career Day



Red Mill Community Day



Emergency Services - Portland Ambulance, Portland Police, Portland Area Fire Authority, & Sparrow - Ionia PHS Trunk or Treat 2022



Tourniquet Training



911 Field Day

WORK ORDER RE CAP 2022

ELECTRIC DEPARTMENT

- 36** VERIFY READ
- 47** METER REPLACED
- 2** NEW SERVICES
- 3** MISCELLANEOUS



DPW

- 13** TREES REMOVED
- 1** TREES TRIMMED
- 5** SIDEWALK REPAIR
- 1** MISCELLANEOUS

WATER DEPARTMENT

- 31** VERIFY READ
- 75** ORION METERS INSTALLED
- 2** NEW SERVICES
- 1** SERVICE ON ALL PARKS
- 1** SERVICE OFF ALL PARKS
- 4** MISCELLANEOUS



CITY OF PORTLAND ZONING BOARD OF APPEALS

ANNUAL REPORT 2022

The Zoning Board of Appeals (ZBA) is a quasi-judicial body, which consists of a five (5)-member board appointed by the City Council. Members are appointed to three-year terms, which are staggered to ensure continuity.

The ZBA serves as the first level or step for an individual to appeal a decision, seek a variance from an ordinance standard as applied to his or her property or to request an interpretation of the Zoning Map. When a point of controversy cannot be resolved at this level, the next step is Circuit Court. No local body, including the City Council, can override a decision of the ZBA as long as it concerns an action within their authority.

The ZBA has the power to authorize variances for height, area, size of structure, size of yard, open spaces, off-street parking and loading requirements or other dimensional requirements. Local ordinance prohibits the granting of “use” variances. Variances should only be granted when all of the following criteria are met:

1. That there are exceptional or extraordinary circumstances or conditions applying to the property that do not apply generally to other properties in the same zoning district. Exceptional or extraordinary circumstances or conditions may include:
 - a) Exceptional narrowness, shallowness or shape of a specific property on the effective date of this Chapter or amendment.
 - b) By reason of exceptional topographic or environmental conditions or other extraordinary situation on the land, building or structure.
 - c) By reason of the use or development of the property immediately adjoining the property in question.
2. That the variance is necessary for the preservation and enjoyment of a substantial property right similar to that possessed by other properties in the same Zoning District and in the vicinity. The possibility that compliance with this Ordinance may prove to be more expensive or otherwise inconvenient shall not be part of the consideration of the Board.
3. The variance will not be detrimental to adjacent property and the surrounding neighborhood.
4. The variance will not materially impair the intent and purpose of this Ordinance or the provision from which the variance is requested.
5. That the immediate practical difficulty causing the need for the variance request was not created by the applicant.

The ZBA has directed staff to have applicants obtain any required Planning Commission approval before appearing in front of the ZBA.

Meetings Held	Length of Meeting	No. of Members Present
January – No Meeting		
February – No Meeting		
March – No Meeting		
April – No Meeting		
May – No Meeting		
June – No Meeting		
July – No Meeting		
August – No Meeting		
September – No Meeting		
October – No Meeting		
November – No Meeting		
December – No Meeting		

SUMMARY OF MEETINGS

The ZBA did not meet in 2022.

2022 STATISTICAL SUMMARY

- 0 Meetings Held
- Average Meeting Length –0 minutes
- Average of 0 Members Present
- 0 Variances Denied
- 0 Variances Approved
- 0 Request to Repeal a Decision of the Planning Commission

**CITY OF PORTLAND
PLANNING COMMISSION**

**ANNUAL REPORT
2022**

The Planning Commission is a seven (7)-member board appointed by the Mayor and confirmed by the Council. They have the responsibility to oversee and enforce the City of Portland’s Zoning Ordinance adopted March 6, 1989 and revised September 7, 2004 in accordance with the provisions of Act 207 of the Public Acts of Michigan for 1921. Their purpose is to promote the health, safety and general welfare of the community; to promote and to determine the highest and best use of the property and to prevent as much as possible the adverse impacts resulting from competing land uses. Their decisions have a serious effect on the use and value of land in the City and surrounding area and they consider the long-term interest of the community and its growth. Their job includes site plan review and issuing conditional use permits for property additions and new business. They act as mediator, interpreter and visionary without being hampered by the political considerations that influence the elected officials. The Planning Commission recommends to the Council adoption and amendments to the City’s Master Plan and amendments to the Zoning Ordinance.

Meetings Held	Length of Meeting	No. of Members Present
January – No Meeting		
February 9, 2022	No Quorum	
March 9, 2022	2 hours, 9 minutes	5
April 13, 2022	No Quorum	
May 11, 2022	2 hours, 1 minute	5
June 8, 2022	2 hours, 18 minutes	4
July – No Meeting		
August 10, 2022	1 hour, 26 minutes	4
September 14, 2022	1 hour, 55 minutes	5
October 12, 2022	23 minutes	5
November – No Meeting		
December – No Meeting		

SUMMARY OF MEETINGS

February 9, 2022

- No Quorum – the meeting was not held.

March 9, 2022

- The Planning Commission tabled the proposed rezoning request by Mayberry Homes.
- The Planning Commission reviewed the Draft Zoning Ordinance.

April 13, 2022

- No Quorum – the meeting was not held.

May 11, 2022

- The Planning Commission tabled the proposed rezoning request by Mayberry Homes.
- The Planning Commission rezoned the properties located at 126 and 132 Riverside Dr. from C-2 (Central Business District) to R-2 (Traditional Residential District).
- The Planning Commission reviewed the Draft Zoning Ordinance.

June 8, 2022

- The Planning Commission tabled the proposed rezoning request by Mayberry Homes.
- The Planning Commission reviewed the Draft Zoning Ordinance.

July 13, 2022

- City Manager Gorman advised that Mayberry Homes withdrew their request to rezone the 107-acre Rindlehaven parcel.
- The Planning Commission reviewed the Draft Zoning Ordinance.

August 10, 2022

- The Election of Officers was held.
- The Planning Commission reviewed the Draft Zoning Ordinance.

September 14, 2022

- The Planning Commission tabled the site plan review to construct a car wash facility on the property located at 1501 E. Grand River Ave. (Shell Gas Station)

October 12, 2022

- The Planning Commission approved the proposed site plan to construct a car wash facility on the property located at 1501 E. Grand River Ave. contingent on the proposed oil/water separator meeting the City's ordinance requirements.

2022 STATISTICAL SUMMARY

- 6 Meetings Held
- Average Meeting Length – 1 hour, 58 minutes
- Average of 5 Members Present
- 1 Site Plans Approved
- 0 Special Land Use Approval
- 0 Lot Splits Approved

**CITY OF PORTLAND
DOWNTOWN DEVELOPMENT AUTHORITY**

**ANNUAL REPORT
2022**

The DDA is an (11)-eleven member board that was developed under Act 197 of 1975 for Downtown beautification and renovation. The Act was developed to assist units of Government in their encouragement of historic preservation; in the correction, elimination and prevention of blight deterioration in the business districts; to encourage and promote economic development growth and revitalization; to make provision for the acquisition and disposition of personal and real property; to authorize the creation of an authority; to authorize the levy and collection of taxes; to authorize the issuance of bonds and the use of tax increment financing; to provide for a development plan that sets forth specific Downtown Development Objectives, as described in a locally adopted development plan for older or traditional central business districts of Michigan municipalities. The DDA was established by the City of Portland in 1987 to promote the Downtown Development District. The Authority collects TIFA taxes that result from the growth of the district to do district projects in accordance with a Finance and Development plan approved by the City Council. The DDA’s primary project for 15 years was to finance the New City Hall building. On June 2, 2014 the City Council approved the updated DDA TIF and Development Plan to extend the life of the DDA through 2038 which includes a capital-intensive development plan that was undertaken when the City Hall debt was paid.

Meetings Held	Length of Meeting	No. of Members Present
January 24, 2022	No Quorum	4
February 28, 2022	16 minutes	6
March 28, 2022	61 minutes	5
April 25, 2022	55 minutes	6
May 23, 2022	29 minutes	7
June 27, 2022	63 minutes	7
July 25, 2022	50 minutes	7
August 22, 2022	52 minutes	6
September 26, 2022	49 minutes	8
October 24, 2022	54 minutes	8
November 28, 2022	52 minutes	6
December – No Meeting		

SUMMARY OF MEETINGS

January 24, 2022

- Only 4 members present – no quorum present to hold meeting

February 28, 2022

- The DDA approved the work strategy timelines and assignments.
- The DDA approved the proposal to hold the fireworks on the Friday prior to the 4th of July holiday for the next four years.
- The DDA approved the request to apply for a Beerfest Liquor License for the 2022 event.
- The DDA approved the request to enter a contract with Paul Starr to coordinate the 2022 Beerfest.

March 28, 2022

- The DDA approved the proposed budget for Fiscal Year 2022-2023 with the addition of \$15,000.00 in funding for façade restoration grants.

April 25, 2022

- The DDA approved pursuing a RAP (Revitalization and Placemaking) Grant, contingent on having the available resources to follow through with it.

May 23, 2022

- The DDA approved the proposed layout for the Beerfest event.

June 27, 2022

- General business was conducted.

July 25, 2022

- The Election of Officers was held.
- The DDA accepted option #4 to be painted on the garage doors of the building at 103 E. Grand River Ave.

August 22, 2022

- General business was conducted.

September 26, 2022

- General business was conducted.

October 24, 2022

- General business was conducted.

November 28, 2022

- The DDA approved cancelling the December meeting.

2022 STATISTICAL SUMMARY

- 10 Meetings Held
- Average Meeting Length – 48 minutes
- Average of 7 Members Present

