



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

7:00 P.M. Monday, June 5, 2023

City Council Chambers

City Hall, 259 Kent St, Portland, MI 48875

| <u>Estimated Time</u> | | <u>Desired Outcome</u> |
|-----------------------|---|------------------------|
| 7:00 PM | I. <u>Call to Order</u> | |
| 7:01 PM | II. <u>Pledge of Allegiance</u> | |
| 7:02 PM | III. <u>Acceptance of Agenda</u> | Decision |
| 7:04 PM | IV. <u>Public Comment</u> (5-minute time limit per speaker) | |
| 7:05 PM | V. <u>City Manager Report</u> | |
| 7:15 PM | VI. <u>Presentations</u> | |
| | A. DDA Director ConnerWellman – Downtown Report | |
| | VII. <u>Public Hearing(s)</u> - None | |
| | VIII. <u>Old Business</u> - None | |
| | IX. <u>New Business</u> | |
| 7:20 PM | A. Second Reading and Consideration of Ordinance 194E Amending Chapter 28, "Signs", of the Code of Ordinances of the City of Portland as it Relates to the Regulation of Noncommercial Signs in Residential Districts | Decision |
| 7:23 PM | B. Second Reading and Consideration of Ordinance 175UU to Amend The City Zoning Map | Decision |
| 7:25 PM | C. Motion Authorizing the City Manager to Draft and Execute a License Agreement for Rivers Edge Grill, located on Kent Street, to Hang Shade Sails Across the Boardwalk for Outside Seating Purposes | Decision |
| 7:28 PM | D. Proposed Resolution 23-37 to Establish a Request for Funding, Designate an Agent, Attest to the Existence of Funds and Commit to Implementing a Maintenance Program for Roadway Improvements on Hill Street Funded by the Transportation Economic Development Fund Category B Program | Decision |
| | | |
| 7:40 PM | X. <u>Consent Agenda</u> | Decision |
| | A. Minutes and Synopsis of the Regular City Council Meeting held on May 15, 2023 | |
| | B. Payment of Invoices in the Amount of \$150,118.07 and Payroll in the Amount of \$122,899.89 for a Total of \$273,017.96 | |

| Estimated Time | | Desired Outcome |
|----------------|---|-----------------|
| | <p>C. Purchase Orders over \$5,000.00 – None</p> <ol style="list-style-type: none"> 1. Total Technical Assurance in the Amount of \$5,440.05 for Fiber Broadband Consulting 2. Westphalia Electric in the Amount of \$6,600.00 for City Hall Lighting – LED Conversion 3. M Power Innovations in the Amount of \$6,950.00 for GIS Services 4. NTH Consultants, Ltd. in the Amount of \$12,500.00 for 5. Compliance Testing | |
| | <p>XI. <u>Communications</u></p> <ol style="list-style-type: none"> A. Ted Alberta Board & Commissions Application B. Amanda Johnston Board & Commissions Application C. William Roeser Board & Commissions Application D. Jason Williamson Board & Commissions Application E. Pam Huber Board & Commissions Application F. Patrick Fitzsimmons Board & Commissions Application G. DDA Minutes for April 24, 2023 H. Utility Billing Report for April 2023 I. Portland Twp. Planning Commission Public Notice J. Ionia County Central Dispatch Report – April 2023 K. Ionia County Board of Commissioners Agenda – May 16, 2023 L. Ionia County Board of Commissioners Agenda – May 23, 2023 M. Ionia County Board of Commissioners Agenda – May 26, 2023 N. MPSC Notice of Hearing – Consumers Energy | |
| 7:45 PM | XII. <u>Other Business</u> – None | |
| 7:50 PM | XIII. <u>City Manager Comments</u> | |
| 7:55 PM | XIV. <u>Council Comments</u> | |
| 8:00 PM | XV. <u>Adjournment</u> | Decision |

CITY COUNCIL

**CITY OF PORTLAND
Ionia County, Michigan**

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

ORDINANCE NO. 194E

**AN ORDINANCE AMENDING CHAPTER 28, “SIGNS,” OF THE
CODE OF ORDINANCES OF THE CITY OF PORTLAND AS IT
RELATES TO THE REGULATION OF NONCOMMERCIAL SIGNS
IN RESIDENTIAL DISTRICTS**

THE CITY OF PORTLAND ORDAINS:

Section 1. Amendment of Chapter 28 of the Code of Ordinances. Section 28-9 of Chapter 28, “Signs,” of the Code of Ordinances, City of Portland, Michigan, is hereby amended to read as follows:

Sec. 28-9. – Signs in residential districts.

The following signs are permitted in residential districts in addition to those signs allowed by sections 28-5 and 28-6.

| Type of Sign | Use | Maximum Size (square feet) | Maximum Height (feet) | Number | Placement |
|--------------------|--|--|-----------------------|--------------------------------------|--------------------------------------|
| <i>Ground</i> | Nonresidential, multifamily, mobile home park, subdivision site, condominium | 40 in total | 10 | 2 | Minimum of 5 feet from all lot lines |
| <i>Wall</i> | Nonresidential | (15 percent of wall to which it is attached) | | No limit | |
| <i>Real estate</i> | Single- and two- family | 10 | 4 | One sign per street frontage per lot | |

| | | | | | |
|------------------------|---|----|---|--------------------------------------|--|
| | Plats, site condominiums, mobile home parks | 40 | 6 | One per 500-foot road frontage | Minimum of 5 feet from all lot lines |
| | Nonresidential | 20 | 6 | One sign per street frontage per lot | Minimum of 5 feet from all lot lines |
| <i>Noncommercial</i> | All | 10 | 4 | No limit | Not in right-of-way; separation of at least 5 feet from any other permitted sign(s) to avoid appearance of a sign larger than permitted maximum size requirement |
| <i>Home occupation</i> | Individual dwelling units | 4 | 4 | 1 | Minimum of 5 feet from all lot lines |

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

Yeas:

Nays:

Abstain:

Absent:

ORDINANCE DECLARED ADOPTED.

James E. Barnes, Mayor

Monique I. Miller, City Clerk

Introduced: May 15, 2023

Adopted:

Published:

Effective:

CERTIFICATION

I certify that the foregoing is a true and complete copy of Ordinance No 194E, which was adopted by the Portland City Council at a regular meeting, held on _____ which was conducted in accordance with the Open Meetings Act, Act 267 of the Public Acts of Michigan of 1976, as amended.

Monique I. Miller, City Clerk

Dated:

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

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

ORDINANCE NO. 175UU

AN ORDINANCE TO AMEND THE CITY ZONING MAP

THE CITY OF PORTLAND ORDAINS:

SECTION 1. AMENDMENT. The Official Zoning Map of the City of Portland is amended as follows:

Rezone the properties located in the area of Rowe Ave. and Rindlehaven Commons, from TND PUD to R-2 Traditional Residential District.
(34-300-034-000-005-01 and 34-300-035-000-005-00)

SECTION 2. PUBLICATION AND EFFECTIVE DATE. This Ordinance must be published and recorded as provided in the City Charter and takes effect on the date of publication, but not less than ten (10) days after its adoption by the City Council.

Ayes:

Nays:

Absent:

Abstain:

ORDINANCE DECLARED ADOPTED.

Dated: May 15, 2023

James E. Barnes, Mayor

Monique I. Miller, City Clerk

Introduced: May 15, 2023

Adopted:

Published:

Effective:

CERTIFICATION

I certify that the foregoing is a true and complete copy of Ordinance No 175UU, which was adopted by the Portland City Council at a regular meeting, held on _____, which was conducted in accordance with the Open Meetings Act, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: _____

Monique I. Miller, City Clerk

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 23-37

A RESOLUTION TO ESTABLISH A REQUEST FOR FUNDING, DESIGNATE AN AGENT, ATTEST TO THE EXISTENCE OF FUNDS AND COMMIT TO IMPLEMENTING A MAINTENANCE PROGRAM FOR ROADWAY IMPROVEMENTS ON HILL STREET FUNDED BY THE TRANSPORTATION ECONOMIC DEVELOPMENT FUND CATEGORY B PROGRAM

WHEREAS, the City of Portland is applying for \$250,000 in funding through MDOT from the Transportation Economic Development Category B Program to construct roadway improvements on Hill Street; and

WHEREAS, MDOT requires a formal commitment from the public agency that will be receiving these funds and will be implementing and maintaining these infrastructure projects.

NOW, THEREFORE, BE IT RESOLVED THAT, the City has authorized Tutt Gorman, City Manager, to act as agent on behalf of the City to request Transportation Economic Development Fund Category B Program funding, to act as the applicant’s agent during the project development, and to sign a project agreement upon receipt of a funding award.

BE IT FURTHER RESOLVED THAT, the City attests to the existence of, and commits to, providing at least \$383,000 toward the construction costs of the project, and all costs for non-participating construction, design, permit fees, administration costs, and cost overruns.

BE IT FURTHER RESOLVED THAT, the City commits to owning, operating, funding and implementing a maintenance program over the design life of the facilities constructed with Transportation Economic Development Fund Category B Program funding.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: June 5, 2023

Monique I. Miller, City Clerk

CERTIFICATION

I certify that the following resolution was adopted June 5, 2023, by Portland City Council at a regular meeting conducted at Portland City Hall, 259 Kent St., Portland, Michigan.

Monique I. Miller, City Clerk

OFFICE OF ECONOMIC DEVELOPMENT
TRANSPORTATION ECONOMIC DEVELOPMENT FUND
CATEGORY B: COMMUNITY SERVICE INFRASTRUCTURE FUND APPLICATION

[Application Instructions](#)

APPLICANT INFORMATION

| | | | |
|----------------------|---------------------------|-------------------|-------------------------|
| CITY OR VILLAGE NAME | MAILING ADDRESS | ZIP CODE | COUNTY |
| CONTACT PERSON | TITLE | PHONE NO. Ext: | E-MAIL ADDRESS |
| STATE SENATOR NAME | STATE SENATE DISTRICT NO. | STATE REP. NAME | STATE REP. DISTRICT NO. |

PROJECT INFORMATION

| | | | |
|-----------------|--|------------------------|-------------------|
| 1.) STREET NAME | PROPOSED PROJECT LIMITS (Use Nearest Cross Streets) | ROADWAY CLASSIFICATION | CONSTRUCTION COST |
|-----------------|--|------------------------|-------------------|

DESCRIPTION OF PROPOSED WORK (See [Application Instructions - Appendix I: Preventative Maintenance Guide](#))

| | | | |
|-------------|--|------------------------|-------------------|
| STREET NAME | PROPOSED PROJECT LIMITS (Use Nearest Cross Streets) | ROADWAY CLASSIFICATION | CONSTRUCTION COST |
|-------------|--|------------------------|-------------------|

DESCRIPTION OF PROPOSED WORK

| | | | |
|-------------|--|------------------------|-------------------|
| STREET NAME | PROPOSED PROJECT LIMITS (Use Nearest Cross Streets) | ROADWAY CLASSIFICATION | CONSTRUCTION COST |
|-------------|--|------------------------|-------------------|

DESCRIPTION OF PROPOSED WORK

| | | | |
|-------------|--|------------------------|-------------------|
| STREET NAME | PROPOSED PROJECT LIMITS (Use Nearest Cross Streets) | ROADWAY CLASSIFICATION | CONSTRUCTION COST |
|-------------|--|------------------------|-------------------|

DESCRIPTION OF PROPOSED WORK

| | | | |
|-------------|--|------------------------|-------------------|
| STREET NAME | PROPOSED PROJECT LIMITS (Use Nearest Cross Streets) | ROADWAY CLASSIFICATION | CONSTRUCTION COST |
|-------------|--|------------------------|-------------------|

DESCRIPTION OF PROPOSED WORK

| | |
|--|--|
| <p>2.) IS ANY ADDITIONAL RIGHT-OF-WAY NEEDED FOR THE PROJECT(S)?</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> | <p>3.) IF "YES" TO 2, PLEASE BRIEFLY DESCRIBE BELOW.</p> |
|--|--|

| | |
|--|--|
| <p>4.) WILL THE PROPOSED PROJECT(S) BE PAIRED WITH OTHER INFRASTRUCTURE WORK? – I.E. SEWER, WATER, ELECTRIC, OR OTHER?</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> | <p>5.) IF "YES" TO 4, PLEASE BRIEFLY DESCRIBE BELOW.</p> |
|--|--|

6.) REQUIRED DOCUMENTS CHECKLIST (Attach these documents along with this application to the submission email)

- RESOLUTION OF SUPPORT
 PHOTOS
 MAP
 PROJECT COST CALCULATIONS

| | | |
|---|---|------------------------------|
| 7.) CATEGORY B FUNDS REQUESTED (PHYSICAL CONSTRUCTION ONLY) | 8.) LOCAL CONSTRUCTION MATCHING FUNDS (50% MINIMUM MATCH REQUIREMENT) | 9.) TOTAL CONSTRUCTION COSTS |
|---|---|------------------------------|

| IMPLEMENTATION INFORMATION | | |
|--|--|--|
| 10.) PROPOSED PROJECT START DATE (mm/dd/yyyy) | 11.) WILL THE PROPOSED WORK BE PAIRED WITH OTHER ROADWORK BY ANOTHER AGENCY? YES <input type="checkbox"/> NO <input type="checkbox"/> | 12.) IF "YES" TO 11, PLEASE PROVIDE THE AGENCY'S NAME. <hr style="border: 0.5px solid black;"/> |
| 14.) IF "NO" TO 13, WILL ANOTHER LOCAL AGENCY OVERSEE THE GRANT IMPLEMENTATION? YES <input type="checkbox"/> NO <input type="checkbox"/> | 13.) WILL YOUR AGENCY OVERSEE THE GRANT IMPLEMENTATION? YES <input type="checkbox"/> NO <input type="checkbox"/> | 15.) IF "YES" TO 14, PLEASE PROVIDE THE AGENCY'S NAME. <hr style="border: 0.5px solid black;"/> |
| 16.) IF "NO" TO 14, WILL A WILL A CONSULTANT ENGINEERING FIRM OVERSEE THE GRANT IMPLEMENTATION YES <input type="checkbox"/> NO <input type="checkbox"/> | 17.) IF "YES" TO 16, PLEASE PROVIDE THE FIRM'S NAME. <hr style="border: 0.5px solid black;"/> | |
| 18.) ADDITIONAL COMMENTS | | |

Please submit application to: MDOT-OED-CategoryB@Michigan.gov

CITY OF PORTLAND MDOT CATEGORY B APPLICATION PROJECT LOCATION MAP

JOE TICHVON PARK

ALTON PARK

BOGUE FLATS
RECREATION AREA

WILLIAM TOAN PARK

PORTLAND SCHOOL
APARTMENTS

BRUSH STREET PARK

COMMUNITY LAKE
PARK

POWERS PARK

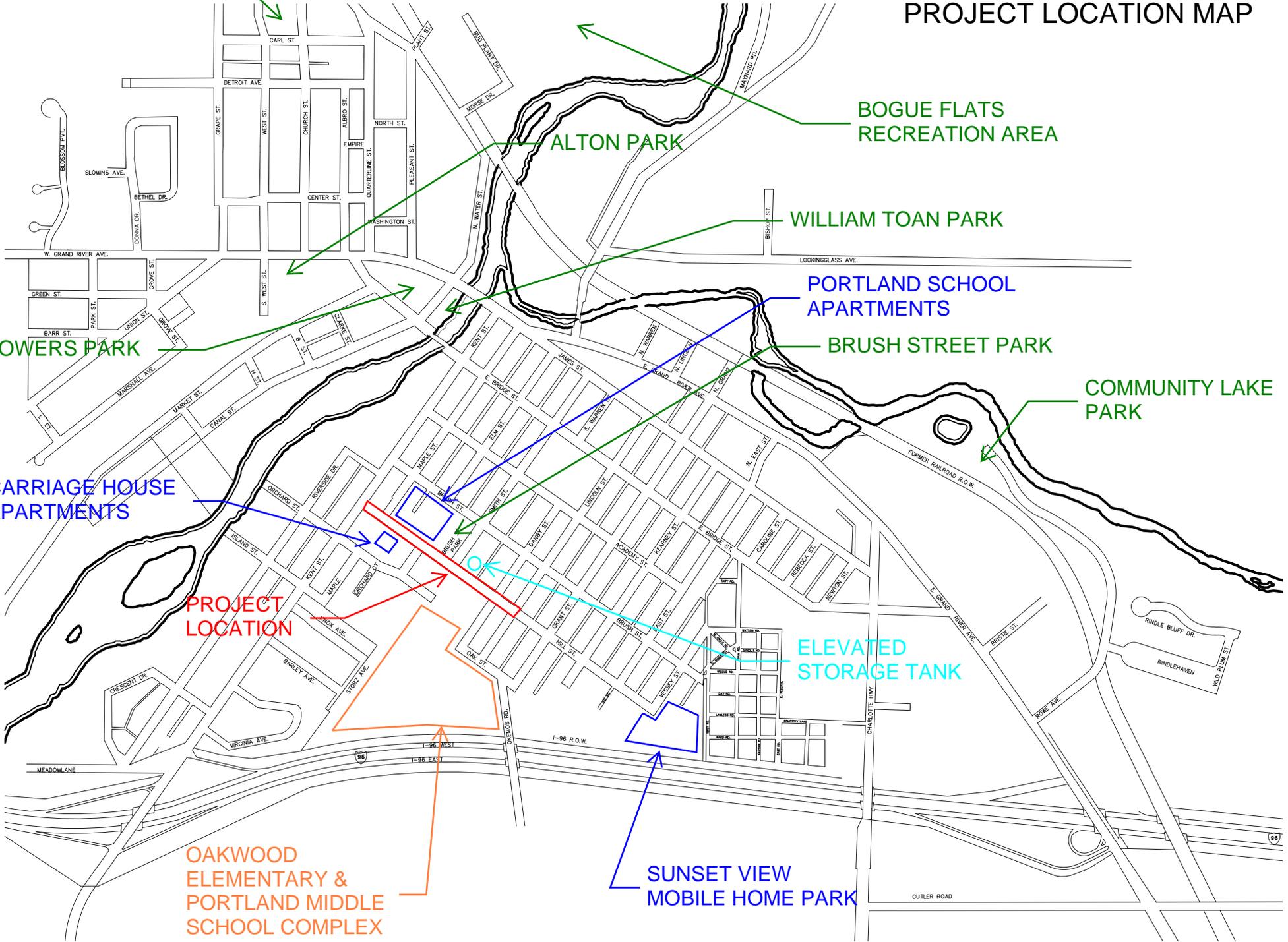
CARRIAGE HOUSE
APARTMENTS

PROJECT
LOCATION

ELEVATED
STORAGE TANK

OAKWOOD
ELEMENTARY &
PORTLAND MIDDLE
SCHOOL COMPLEX

SUNSET VIEW
MOBILE HOME PARK



City of Portland
Hill Street Improvements
Engineer's Pre-Design Estimate of Probable Project Costs

Project No.: 1110
 By: JWM
 Date: 5/22/2023



Part 1 - Road and Drainage Improvements (MDOT Category B Participating)

Scope: Mill and fill from Kent Street to Lincoln Street (~1,500') with concrete curb and gutter repairs, 4" asphalt, storm sewer repairs, sidewalk repairs and ADA upgrades and related work.

| ITEM NO. | ITEM DESCRIPTION | UNIT | EST. QTY. | EST. UNIT PRICE | EST. COST |
|----------|---|------|-----------|-----------------|---------------|
| 1 | General Conditions, Bonds & Insurances, Max 10% | LSUM | 1 | \$ 50,000.00 | \$ 50,000.00 |
| 2 | Preconstruction Video Survey | LSUM | 1 | \$ 3,000.00 | \$ 3,000.00 |
| 3 | Temporary Traffic Controls | LSUM | 1 | \$ 20,000.00 | \$ 20,000.00 |
| 4 | Erosion Control, Inlet Protection, Fabric Drop | Ea | 25 | \$ 125.00 | \$ 3,125.00 |
| 5 | HMA Surface, Rem | Syd | 5,000 | \$ 10.00 | \$ 50,000.00 |
| 6 | Curb and Gutter, Rem | Ft | 1,500 | \$ 15.00 | \$ 22,500.00 |
| 7 | Sidewalk, Rem | Syd | 500 | \$ 12.00 | \$ 6,000.00 |
| 8 | Storm Sewer Repairs | LSUM | 1 | \$ 75,000.00 | \$ 75,000.00 |
| 9 | Subbase, CIP | Cyd | 1,000 | \$ 20.00 | \$ 20,000.00 |
| 10 | Aggregate Base, 8 inch | Syd | 2,500 | \$ 15.00 | \$ 37,500.00 |
| 11 | Curb and Gutter, Conc, Det F4 | Ft | 1,500 | \$ 25.00 | \$ 37,500.00 |
| 12 | Sidewalk, Conc, 4 inch | Sft | 3,500 | \$ 8.00 | \$ 28,000.00 |
| 13 | Curb Ramp, Conc, 6 inch | Sft | 1,000 | \$ 12.00 | \$ 12,000.00 |
| 14 | HMA, 13A | Ton | 1,300 | \$ 125.00 | \$ 162,500.00 |
| 15 | Turf Restoration | Syd | 2,500 | \$ 8.00 | \$ 20,000.00 |
| 16 | Pavement Markings | LSUM | 1 | \$ 2,000.00 | \$ 2,000.00 |

Subtotal Construction (Rounded): \$ 550,000
Undeveloped Details & Contingency (15%): \$ 83,000
 Total Estimated Road Construction Cost: \$ 633,000

Part 2 - Sanitary Sewer and Water Main Improvements (MDOT Category B Non-Participating)

Scope: Replace water main from Kent Street to Lincoln Street (~1,500') with water services and appurtenances and sanitary sewer repairs.

| ITEM NO. | ITEM DESCRIPTION | UNIT | EST. QTY. | EST. UNIT PRICE | EST. COST |
|----------|---|------|-----------|-----------------|---------------|
| 1 | Sanitary Sewer Repairs | LSUM | 1 | \$ 50,000.00 | \$ 50,000.00 |
| 2 | Water Main, DI, 6 inch | Ft | 100 | \$ 80.00 | \$ 8,000.00 |
| 3 | Water Main, DI, 8 inch | Ft | 1,000 | \$ 100.00 | \$ 100,000.00 |
| 4 | Water Main, DI, 12 inch | Ft | 500 | \$ 120.00 | \$ 60,000.00 |
| 5 | Water Main, Connect | Ea | 6 | \$ 2,500.00 | \$ 15,000.00 |
| 6 | Fire Hydrant | Ea | 4 | \$ 4,000.00 | \$ 16,000.00 |
| 7 | Gate Valve and Box, 6 inch | Ea | 4 | \$ 2,500.00 | \$ 10,000.00 |
| 8 | Gate Valve and Box, 8 inch | Ea | 12 | \$ 3,000.00 | \$ 36,000.00 |
| 9 | Tee, 8 inch x 6 inch | Ea | 4 | \$ 2,500.00 | \$ 10,000.00 |
| 10 | Tee, 8 inch x 8 inch | Ea | 4 | \$ 3,000.00 | \$ 12,000.00 |
| 11 | Tee, 12 inch x 6 inch | Ea | 2 | \$ 4,000.00 | \$ 8,000.00 |
| 12 | Reducer | Ea | 6 | \$ 1,500.00 | \$ 9,000.00 |
| 13 | Water Service, 1 inch | Ft | 600 | \$ 50.00 | \$ 30,000.00 |
| 14 | Corporation Stop, Curb Stop and Box, 1 inch | Ea | 16 | \$ 1,000.00 | \$ 16,000.00 |
| 15 | Building Connection | Ea | 10 | \$ 2,500.00 | \$ 25,000.00 |

Subtotal Construction (Rounded): \$ 405,000
Undeveloped Details & Contingency (15%): \$ 61,000
 Total Estimated Utility Construction Cost: \$ 466,000

Total Estimated Construction Cost: \$ 1,099,000
Est. Engineering, Permitting and Administration (15%): \$ 165,000
 Total Estimated Project Cost: \$ 1,264,000

**CITY OF PORTLAND
MDOT CATEGORY B APPLICATION – PHOTOS OF PROJECT AREA**



Hill Street looking east from Kent Street



School complex signage at Kent & Hill Street

**CITY OF PORTLAND
MDOT CATEGORY B APPLICATION – PHOTOS OF PROJECT AREA**



Hill Street looking east from Kent Street



Hill Street east of Kent Street looking east

**CITY OF PORTLAND
MDOT CATEGORY B APPLICATION – PHOTOS OF PROJECT AREA**



Carriage House Apartments on south side of Hill Street between Kent & Elm



Portland School Apartments west drive approach off Hill Street east of Kent

**CITY OF PORTLAND
MDOT CATEGORY B APPLICATION – PHOTOS OF PROJECT AREA**



Portland School Apartments parking lot adjacent to Hill Street



Outdated fire hydrant on south side of Hill Street near Elm Street

**CITY OF PORTLAND
MDOT CATEGORY B APPLICATION – PHOTOS OF PROJECT AREA**



View of Hill Street looking east toward Elm Street



Existing crosswalk at Elm Street and Brush Street park in background

**CITY OF PORTLAND
MDOT CATEGORY B APPLICATION – PHOTOS OF PROJECT AREA**



View of Brush Street Park from Hill Street west of Smith Street



Deterioration of pavement and curb and gutter

**CITY OF PORTLAND
MDOT CATEGORY B APPLICATION – PHOTOS OF PROJECT AREA**



Hill Street looking east toward Smith Street



Hill Street at Smith Street looking east

**CITY OF PORTLAND
MDOT CATEGORY B APPLICATION – PHOTOS OF PROJECT AREA**



Severe ponding on north side of Hill Street east of Smith Street



Hill Street east of Smith Street looking east

**CITY OF PORTLAND
MDOT CATEGORY B APPLICATION – PHOTOS OF PROJECT AREA**



Elevated storage tank on north side of Hill Street between Danby and Lincoln Street



School complex signage at Hill and Danby Street

**CITY OF PORTLAND
MDOT CATEGORY B APPLICATION – PHOTOS OF PROJECT AREA**



Water system valving in Hill Street at elevated storage tank



Hill Street looking east toward Lincoln Street

**CITY OF PORTLAND
MDOT CATEGORY B APPLICATION – PHOTOS OF PROJECT AREA**



Hill Street looking west toward Danby Street



Curb and gutter settlement near Danby Street

**CITY OF PORTLAND
MDOT CATEGORY B APPLICATION – PHOTOS OF PROJECT AREA**



School complex signage at Hill and Lincoln Street



Brush Street Park signage looking south toward Hill Street

**CITY OF PORTLAND
MDOT CATEGORY B APPLICATION – PHOTOS OF PROJECT AREA**



Portland School Apartments viewed from Brush Street



City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, May 15, 2023

In the City Council Chambers at City Hall

259 Kent St., Portland, MI 48875

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

Guests: Corey Turner of Fleis & VandenBrink; Portland Area Fire Authority Fire Chief Tim Krizov; VFW Commander David Reed; Bill Almy of the Portland VFW; Jim Cassel; Brendan Cassel; Madison Gensterblum; Kristine Sowles; Kathy Parsons

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

Motion by VanSlambrouck, supported by Johnston, to approve the proposed Agenda.

Yeas: VanSlambrouck, Johnston, Fitzsimmons, Sheehan, Barnes

Nays: None

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Gorman noted he continues to work with State Representative Gina Johnson and Senator Rick Outman to seek \$8 million in funding through appropriations at the State level for the portions of the Wastewater Treatment Plant Improvement Project that had to be postponed due to the cost of the project.

The City Council met on May 4, 2023, to hold its Annual Budget Workshop to review the proposed budget for Fiscal Year 2023/2024.

City Manager Gorman noted he is reviewing a proposed addendum to the Portland Area Municipal Authority Agreement to address funding.

The 3rd Grade classes from Westwood Elementary have been touring City Hall this week to learn about local government.

Under Presentations, VFW Commander Reed presented checks to the City of Portland Police and Ambulance Departments and the Portland Area Fire Authority from funds raised at a Breakfast Fundraiser on April 28, 2023, to support emergency services in Portland. It was a great event for the community.

Corey Turner of Fleis & VandenBrink presented an update on the Wastewater Treatment Plant Improvement Project.

Mayor Barnes opened the Public Hearing at 7:36 P.M. for the proposed Budget for Fiscal Year 2023-2024.

City Manager Gorman provided highlights/projects included in the proposed budget.

- Rivertrail Work/Maintenance
- Substation and AMI Infrastructure for the Electric Department
- Divine Hwy. Bridge Replacement Planning
- No change to the per capita charge to the jurisdictions for Ambulance service
- Police budget includes six full-time officers in addition to the Chief
- A new police vehicle
- Various improvements to the parks
- New truck and backhoe for the DPW
- 29% Increase to the Wastewater Utility Rate to support the WWTP Project
- 5% Increase to the Water Utility Rate to support increased costs

Mayor Pro-Tem VanSlambrouck noted his thanks to staff for all the work on the budget and further noted how amazing it is to see all that is happening in Portland and that he is proud to be a part of it.

Mayor Barnes closed the Public Hearing at 7:46 P.M.

Under New Business, the Council held the First Reading of Ordinance 194E to address revisions to the Sign Ordinance related to election signs.

The Council held the First Reading of Ordinance 175UU to revise the City Zoning Map to rezone the Rindlehaven property from TND PUD to R-2 Traditional Residential District.

The Council considered Resolution 23-34 to adopt the Annual Budget for Fiscal Year 2023-2024 and the Capital Improvement Plan.

Motion by Fitzsimmons, supported by Sheehan, to approve Resolution 23-34 to adopt the City of Portland's Annual Budget for Fiscal Year 2023-2024 and Capital Improvement Plan.

Yeas: Fitzsimmons, Sheehan, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 23-35 to approve a proposal in the amount of \$8,600.00 from Fleis & VandenBrink to conduct design and bidding services for repairs to the Boardwalk.

Motion by Johnston, supported by Fitzsimmons, to approve Resolution 23-35 approving a proposal from Fleis & VandenBrink to conduct design and bidding services for repairs to the Boardwalk.

Yeas: Johnston, Fitzsimmons, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

The Council considered Resolution 23-36 to approve a payment to F&V Construction in the amount of \$1,139,434.79 for work performed for the Wastewater Treatment Plant Project.

Motion by VanSlambrouck, supported by Sheehan, to approve Resolution 23-36 approving payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.

Yeas: VanSlambrouck, Sheehan, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

Motion by VanSlambrouck, supported by Johnston, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on May 1, 2023 and the Budget Workshop hold on May 4, 2023, payment of invoices in the amount of \$131,616.04 and payroll in the amount of \$129,248.23 for a total of \$260,864.27. Purchase orders to DigiCam Global in the amount of \$6,351.60 for 800 mhz radios, and Motorola Solutions in the amount of \$10,940.00 for M500 in-car video systems were also included.

Yeas: VanSlambrouck, Johnston, Fitzsimmons, Sheehan, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman provided information on participation in the Annual Cleanup Day held on May 6, 2023.

City Manager Gorman reminded residents to mow their grass and not to blow grass into the curb/street for safety reasons and to prevent issues with the storm water system.

Under Council Comments, Council Member Johnston commended the Portland High School Theatre Department and the Friends of the Red Mill for the great event held over the weekend.

Mayor Pro-Tem VanSlambrouck thanked the Portland VFW for all they do in the community.

He further reminded residents that live out Divine Hwy. to start considering the possible detour and delays that will be required as part of the Divine Hwy. Bridge Replacement.

Council Member Sheehan provided information on Memorial Day events in the City.

Mayor Barnes recognized that today is Peace Officers Memorial Day.

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

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None

Adopted

Meeting adjourned at 8:10 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the May 15, 2023 City Council Meeting
In the City Council Chambers at City Hall
259 Kent St., Portland, MI 48875

The City Council meeting was called to order by Mayor Barnes at 7:00 P.M.

Present – Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Johnston, and Sheehan; City Manager Gorman; City Clerk Miller; Finance Director Tolan; Police Chief Thomas; Ambulance Director Sowles

Presentation - VFW Commander Reed presented checks to the City of Portland Police and Ambulance Departments and the Portland Area Fire Authority from funds raised at a Breakfast Fundraiser on April 28, 2023, to support emergency services in Portland.

Presentation - Corey Turner of Fleis & VandenBrink presented an update on the Wastewater Treatment Plant Improvement Project.

Public Hearing for the proposed Budget for Fiscal Year 2023-2024.

First Reading of Ordinance 194E to address revisions to the Sign Ordinance related to election signs.

First Reading of Ordinance 175UU to revise the City Zoning Map to rezone the Rindlehaven property from TND PUD to R-2 Traditional Residential District.

Approval of Resolution 23-34 to adopt the City of Portland's Annual Budget for Fiscal Year 2023-2024 and Capital Improvement Plan.

All in favor. Adopted.

Approval of Resolution 23-35 approving a proposal from Fleis & VandenBrink to conduct design and bidding services for repairs to the Boardwalk.

All in favor. Adopted.

Approval of Resolution 23-36 approving payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 8:10 P.M.

All in favor. Adopted.

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

Monique I. Miller, City Clerk

| VENDOR NAME | VENDOR | DESCRIPTION | AMOUNT |
|------------------------------|--------|---|-----------|
| STAR THOMAS | 01654 | PHONE BILL REIM MAY 2023- POLICE | 40.00 |
| DAN SOWLES | 02724 | CELL PHONE REIMB MAY 2023- AMB | 40.00 |
| KARA DOUGHERTY | 02767 | ASSESSING SERVICES 2ND HALF OF MAY 2023 - ASSES | 1,583.33 |
| GRANGER | 00175 | REFUSE - REFUSE | 16,010.21 |
| CINTAS | 00083 | MEDICINE CABINET SUPPLIES - CITY HALL | 10.80 |
| APPLIED IMAGING | 02493 | COPY MACHINE MAINT - POL,COMM PROMO, CODE, AMB | 17.59 |
| MUNICIPAL SUPPLY CO. | 00324 | CURB BOX ENLARGED BASE - WATER | 250.00 |
| FLEIS & VANDENBRINK | 00153 | ENGINEERING SVCS - ELECTRIC | 870.00 |
| FLEIS & VANDENBRINK | 00153 | DIVINE HWY BRIDGE ENGINEERING SVCS - MAJ STS | 671.00 |
| AMERICAN WATER WORKS ASSOC. | 00018 | AWWA MEMBERSHIP DUES - WATER | 87.00 |
| APPLIED IMAGING | 02493 | CITY HALL COPY MACHINE MAINT - GENERAL | 75.14 |
| APPLIED IMAGING | 02493 | COPY MACHINE MAINT - ELECTRIC | 20.26 |
| CORRIGAN OIL CO, NO. 11 | 02693 | DIESEL - MTR POOL | 630.18 |
| CORRIGAN OIL CO, NO. 11 | 02693 | GAS - MTR POOL | 130.47 |
| FLEIS & VANDENBRINK | 00153 | GEN CONSULT - GEN | 356.00 |
| INTERSTATE BILLING SVC | 00202 | WATER PUMP/SUPPLIES - MTR POOL | 697.33 |
| CAPITAL ASPHALT LLC | 02578 | ASPHALT - MAJ, LOC STS | 427.00 |
| ELECTROMEDIA | 02806 | FIX PHONES - INCOME TAX | 420.00 |
| STAR THOMAS | 01654 | SUPPLIES/USPS REIM - POLICE | 100.44 |
| MICHIGAN STATE POLICE | 00275 | SOR WOLFORD - POLICE | 30.00 |
| MAINTENANCE MAN | 02652 | OIL CHANGE CAR #1 - POLICE | 81.41 |
| FAMILY FARM & HOME | 01972 | V BELT GRIT ROOM FAN - WW | 17.99 |
| CINTAS | 00083 | FIRST AID CABINET SUPPLIES - WW | 17.42 |
| APPLIED IMAGING | 02493 | PRINTER INVOICE - VARIOUS DEPTS | 404.90 |
| APX, INC. | 02591 | MIRECS FEE - ELECTRIC | 70.37 |
| BORDER STATES INDUSTRIES INC | 02799 | METERS - ELECTRIC | 231.82 |
| BORDER STATES INDUSTRIES INC | 02799 | METERS - ELECTRIC | 204.71 |
| FAMILY FARM & HOME | 01972 | HARDWARE - ELECTRIC | 8.99 |
| FAMILY FARM & HOME | 01972 | HARDWARE - ELECTRIC | 37.96 |
| FAMILY FARM & HOME | 01972 | HARDWARE - ELECTRIC | 26.94 |
| FAMILY FARM & HOME | 01972 | HARDWARE - ELECTRIC | 47.91 |

| VENDOR NAME | VENDOR | DESCRIPTION | AMOUNT |
|------------------------------------|--------|---|----------|
| FAMILY FARM & HOME | 01972 | HARDWARE - ELECTRIC | 21.75 |
| BESCO WATER TREATMENT | 02735 | WATER SALT - ELECTRIC | 65.90 |
| SELBY LAWN CARE | 02736 | LAWN SERVICE - ELECTRIC | 280.00 |
| MUNICIPAL SUPPLY CO. | 00324 | HARDWARE - ELECTRIC | 250.00 |
| O'LEARY PAINT CO | 02729 | GLOSS WHITE PAINT - ELECTRIC | 267.80 |
| GREAT LAKES JANITORIAL SERVICES | 02654 | CLEANING SERVICES - ELECTRIC | 193.90 |
| ROCHESTER CREATIONS | 02359 | JOB SHIRT - AMB | 106.00 |
| HOMETOWN SPORTS, INC. | 01326 | HATS - AMB | 77.00 |
| BOUND TREE MEDICAL LLC. | 01543 | MEDICAL SUPPLIES - AMB | 359.96 |
| BOUND TREE MEDICAL LLC. | 01543 | MEDICAL SUPPLIES - AMB | 482.90 |
| CONGRESS COLLECTIONS | 02643 | COLLECTIONS - AMB | 84.18 |
| USA TODAY NETWORK | 02501 | COUNCIL MTG SYNOPSIS, ZONING ORD NOTICE - GEN | 391.70 |
| F&V OPERATIONS & RESOURCE MANAGMNT | 02564 | PROFESSIONAL SERVICES - WW | 590.58 |
| FIRST ADVANTAGE OCCUPATIONAL HEALT | 02603 | CLINIC COLLECTIONS S HONSOWITZ - ELECTRIC | 179.11 |
| UIS SCADA | 00462 | RIVERSIDE ALTERNATOR RELAY - WW | 960.00 |
| GRP ENGINEERING INC. | 01994 | KENT ST ENGINEERING- ELECTRIC | 3,483.75 |
| MHR BILLING | 01780 | APRIL 2023 BILLING - AMB | 1,975.00 |
| GATEHOUSE MEDIA MICHIGAN HOLDINGS | 02738 | COUNC MTG SYNOPSIS, INTENT TO BOND - GEN, ELECT | 1,042.44 |
| JOHN DEERE FINANCIAL | 01818 | VAR PURCHASES - CEM, PARKS, ELECTRIC | 1,296.83 |
| CONSUMERS ENERGY | 00095 | GAS SERVICE - ELECTRIC | 499.03 |
| CONSUMERS ENERGY | 00095 | GAS SERVICE - WTR | 20.30 |
| CONSUMERS ENERGY | 00095 | GAS SERVICE - CITY HALL | 582.99 |
| CONSUMERS ENERGY | 00095 | GAS SERVICE - WATER | 27.82 |
| CONSUMERS ENERGY | 00095 | GAS SERVICE - PARKS | 105.18 |
| CONSUMERS ENERGY | 00095 | GAS SERVICE - WW | 106.25 |
| CONSUMERS ENERGY | 00095 | GAS SERVICE - WW | 19.22 |
| CONSUMERS ENERGY | 00095 | GAS SERVICE - PARKS | 29.97 |
| CONSUMERS ENERGY | 00095 | GAS SERVICE - MTR POOL | 16.00 |
| DIGICOM GLOBAL INC | 02661 | RADIO'S (2) INSTALL - POLICE | 6,351.60 |
| STAR THOMAS | 01654 | FLASH DRIVES, CAMERAS, REPAIRS - POLICE | 559.34 |
| SLC METER LLC | 02286 | METERS - WATER | 1,396.79 |

| VENDOR NAME | VENDOR | DESCRIPTION | AMOUNT |
|------------------------------------|--------|--|----------|
| SLC METER LLC | 02286 | METERS - WATER | 1,571.05 |
| FAMILY FARM & HOME | 01972 | 2 CYCLE OIL - WW | 6.99 |
| CONSUMERS CONCRETE CORPORATION | 00094 | CONCRETE FOR FOUNDATIONS - CEM | 1,240.50 |
| ADVANCED PLUMBING & MECHANICAL LLC | 02768 | BOILER RED MILL - PARKS | 275.00 |
| FAMILY FARM & HOME | 01972 | SUPPLIES - CEM, PARKS | 251.96 |
| OFF AND RUNNING PAINTING LLC | 02809 | PAINTING REC OFFICE, WTR FOUNT, LIGHTS - PARKS | 4,950.00 |
| JOAN VASHAW | MISC | ENERGY OPTZ REFUND - ELECTRIC | 285.00 |
| CULLIGAN | 02130 | 4X WATER CITY HALL - GEN | 29.00 |
| STATE OF MICHIGAN | 02577 | BACTI SAMPLES - WATER | 96.00 |
| CULLIGAN | 02130 | 4X WATER - PARKS, CEM | 37.00 |
| TOTAL TECHNICAL ASSURANCE GROUP IN | 02667 | FIBER BROAD BAND DEV AUG '22 - ELECTRIC | 5,440.05 |
| TOTAL TECHNICAL ASSURANCE GROUP IN | 02667 | FIBER BROAD BAND DEV SEPT '22 - ELECTRIC | 1,312.50 |
| TOTAL TECHNICAL ASSURANCE GROUP IN | 02667 | FIBER BROAD BAND DEV OCT '22- ELECTRIC | 995.77 |
| SUSAN HEILER | MISC | OVERPAYMENT REFUND RUN#220563- AMB | 170.31 |
| STRYKER SALES LLC | 01753 | TRAINER AED - WTR, WW, MTR POOL | 572.50 |
| MCKEARNEY ASPHALT & SEALING INC. | 02541 | ASPHALT WORK - WATER CONS AGENDA APPRV 4-3-23 | 8,250.00 |
| MENARDS | 00260 | 4 BURNER GRIDDLE - AMB | 299.99 |
| MUNICIPAL SUPPLY CO. | 00324 | SUPPLIES - MAJ STS | 22.80 |
| OTIS ELEVATOR | 00970 | ELEVATOR MAINTENANCE- CITY HALL | 669.54 |
| FAMILY FARM & HOME | 01972 | HAND TOOLS - MTR POOL | 119.97 |
| CHAMPION TECHNOLOGIES INC. | 02810 | BRAKE PADS FOR DAM - ELECTRIC | 622.82 |
| CULLIGAN | 02130 | 1X WATER - WW | 8.75 |
| EMERSON | 02811 | OIL FOR DAM - ELECTRIC | 96.68 |
| FAMILY FARM & HOME | 01972 | PAINT & SUPPLIES - WW | 198.97 |
| FAMILY FARM & HOME | 01972 | HARDWARE - ELECTRIC | 119.98 |
| FAMILY FARM & HOME | 01972 | FLAG - ELECTRIC | 39.99 |
| GALL'S LLC | 00159 | UNIFORM SHIRTS - POLICE | 92.26 |
| GREAT LAKES JANITORIAL SERVICES | 02654 | CLEANING SERVICES - CITY HALL | 450.00 |
| INTEGRITY MOBILE SERVICES, LLC | 02749 | PAINT DIST EQUIPMENT - ELECTRIC | 2,400.00 |
| NYE UNIFORM CO. | 00338 | PANTS - POLICE | 85.00 |
| NYE UNIFORM CO. | 00338 | UNIFORM SHIRTS - POLICE | 255.10 |

| VENDOR NAME | VENDOR | DESCRIPTION | AMOUNT |
|------------------------------------|--------|---|-----------|
| NYE UNIFORM CO. | 00338 | SHIRTS - POLICE | 170.00 |
| NORTH CENTRAL LABORATORIES | 00959 | NITR INHIB - WW | 144.06 |
| MUNICIPAL SUPPLY CO. | 00324 | PARTS/SUPPLIES - WATER | 512.02 |
| MIRATECH GROUP | 02802 | CATALYST FOR GENERATOR - ELECT. APPR CNST AGEN | 12,211.85 |
| O'LEARY PAINT CO | 02729 | ENGINE PAINT - ELECTRIC | 535.60 |
| O'LEARY PAINT CO | 02729 | ENGINE ROOM PAINT - ELECTRIC | 267.80 |
| RESCO | 00392 | HARDWARE - ELECTRIC | 218.79 |
| ROBERT LAMSON PHD | 02795 | EVALUATION MCCRORY - POLICE | 495.00 |
| THEKA ASSOCIATES ENGINEERING, INC. | 02557 | NEW DIST SUB STATION PYMT 1 - ELECTRIC COUN API | 18,030.00 |
| NTH CONSULTANTS, LTD | 02708 | AIR CONSULTING SVCS - ELECTRIC RES 23-11 | 7,705.92 |
| GAYLE BANTLE | MISC | INS OVERPAYMENT REFUND RUN#22-1047- AMB | 250.00 |
| AMERICAN RED CROSS | MISC | CPR CARD B SMITH - AMB | 24.00 |
| DONALD FOX | 02764 | REIM FOR CPR/FIRST AID TRAINING SUPPLIES - AMB | 236.87 |
| CHROUCH COMMUNICATION, INC. | 00082 | PREV MAINTENANCE - AMB | 60.00 |
| CHROUCH COMMUNICATION, INC. | 00082 | PREV MAINTENANCE - AMB | 60.00 |
| CHROUCH COMMUNICATION, INC. | 00082 | PREV MAINTENANCE - AMB | 60.00 |
| CHROUCH COMMUNICATION, INC. | 00082 | PREV MAINT - AMB | 60.00 |
| CHROUCH COMMUNICATION, INC. | 00082 | PREV MAINT. - AMB | 60.00 |
| CHROUCH COMMUNICATION, INC. | 00082 | RADIO PAGER UPDATES - AMB | 115.00 |
| CHROUCH COMMUNICATION, INC. | 00082 | RADIO PAGER UPDATES - AMB | 75.00 |
| CHROUCH COMMUNICATION, INC. | 00082 | RADIO PAGER UPDATES - AMB | 150.00 |
| USA BLUEBOOK | 01850 | GLOVES - WW | 88.26 |
| USA BLUEBOOK | 01850 | DRI RITE, SOD SULFITE- WW | 199.11 |
| SPECTRUM PRINTERS, INC. | 02648 | AFFIDAVIT OF IDENTITY FORM - ELECTIONS | 50.61 |
| FAMILY FARM & HOME | 01972 | SUPPLIES - LOC STS | 34.99 |
| HAMMOND FARMS NORTH | 02518 | MULCH - MAJ STS, CITY HALL | 248.00 |
| B&W AUTO SUPPLY, INC. | 00030 | VAR PURCHASES - VAR DEPTS | 1,096.86 |
| CHRIS TEACHOUT | 02604 | CLOTHING ALLOWANCE - ELECTRIC | 296.24 |
| PAMA | 01370 | CONT TO PAMA 40% - COM PROMO | 4,034.40 |
| LOOMIS, EWERT, PARSLEY, DAVIS, & | G02715 | LEGAL SVCS - GEN | 61.50 |
| PLB PLANNING GROUP LLC | 02504 | CONSULTATION - CODE | 1,711.90 |

| VENDOR NAME | VENDOR | DESCRIPTION | AMOUNT |
|---------------------------------|--------|--|-----------|
| FAMILY FARM & HOME | 01972 | SUPPLIES - PARKS, CEM | 62.94 |
| WESTPHALIA MILLING CO. | 00480 | ATHLETIC MARKER - REC | 65.40 |
| TIM KRIZOV | 01897 | CLOTHING ALLOW - WW | 77.41 |
| EMMA HONSOWITZ | 02572 | OFFICIAL - REC | 24.00 |
| TANNER BROWNELL | 02800 | OFFICIAL - REC | 228.00 |
| HAMMOND FARMS NORTH | 02518 | PRO SOIL - MAJ STS | 112.50 |
| HAMMOND FARMS NORTH | 02518 | PRO SOIL - LOC STS | 112.50 |
| HAMMOND FARMS NORTH | 02518 | PRO SOIL - PARKS | 112.50 |
| AMERICAN WATER WORKS ASSOC. | 00018 | MEMBERSHIP DUES R SMITH - WATER | 87.00 |
| MENARDS | 00260 | PAINT SPRAYER/SUMP LID -WW | 308.00 |
| MICHIGAN PAVEMENT MARKINGS | 00885 | STREET PAINTING 2023- MAJ STS APPR RES 23-29 | 18,327.81 |
| FAMILY FARM & HOME | 01972 | HARDWARE - MTR POOL | 0.13 |
| CAPITAL ASPHALT LLC | 02578 | 3.5 TONS ASPHALT - LOC STS | 280.00 |
| MENARDS | 00260 | SUPPLIES - WATER | 146.88 |
| FAMILY FARM & HOME | 01972 | HOSE MENDER/CLAMPS - WATER | 5.97 |
| MUNICIPAL SUPPLY CO. | 00324 | SAFETY GLASSES - ELECTRIC | 156.00 |
| GREAT LAKES JANITORIAL SERVICES | 02654 | CLEANING SERVICES - ELECTRIC | 200.00 |
| MENARDS | 00260 | HARDWARE - ELECTRIC | 23.78 |
| KENDALL ELECTRIC | 00225 | CONDUIT - ELECTRIC | 246.86 |
| KENDALL ELECTRIC | 00225 | MAINT. SUPPLIES - ELECTRIC | 328.57 |
| PLEUNE SERVICE COMPANY INC. | 00741 | BUILDING MAINT. - ELECTRIC | 780.00 |
| LANSING SANITARY SUPPLY | 02485 | RESTROOM SUPPLIES - CEM, CITY HALL | 771.38 |
| MRWA | 01935 | ANNUAL DUES- WATER, WW | 800.00 |
| FIRE PROS, LLC | 00151 | RE CHARGE DRY CHEM EXTING - POLICE | 316.00 |
| STAR THOMAS | 01654 | SUPPLIES REIM - POLICE | 154.72 |
| CHROUCH COMMUNICATION, INC. | 00082 | PREV MAINT - POLICE | 60.00 |
| CHROUCH COMMUNICATION, INC. | 00082 | PREV MAINT. - POLICE | 60.00 |
| CHROUCH COMMUNICATION, INC. | 00082 | PREV MAINT - POLICE | 60.00 |
| CHROUCH COMMUNICATION, INC. | 00082 | PREV MAINT- POLICE | 60.00 |
| CHROUCH COMMUNICATION, INC. | 00082 | PREV MAINT - POLICE | 60.00 |
| CHROUCH COMMUNICATION, INC. | 00082 | PREV MAINT - POLICE | 60.00 |

Date: 05/31/23

CITY OF PORTLAND INVOICE REGISTER

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| VENDOR NAME | VENDOR | DESCRIPTION | AMOUNT |
|-----------------------------|--------|--------------------------|--------------|
| CHROUCH COMMUNICATION, INC. | 00082 | PREV MAINT - POL | 60.00 |
| TONY HUMPHREYS | 02748 | CLOTHING ALLOW - MAJ STS | 300.00 |
| Total: | | | \$150,118.07 |

**BI-WEEKLY
WAGE REPORT
May 29, 2023**

| DEPARTMENT | GROSS EARNINGS CURRENT PAY | GROSS EARNINGS YEAR-TO-DATE | SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY | SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE | TOTAL CURRENT PAYROLL | GRAND TOTAL YEAR-TO-DATE |
|------------------|-------------------------------|--------------------------------|---|--|--------------------------|-----------------------------|
| GENERAL ADMIN. | 10,636.18 | 259,857.41 | 1,162.83 | 80,794.46 | 11,799.01 | 340,651.87 |
| ASSESSOR | - | - | - | - | - | - |
| CEMETERY | 6,171.67 | 92,946.30 | 485.24 | 21,699.25 | 6,656.91 | 114,645.55 |
| POLICE | 15,325.97 | 329,358.75 | 2,071.73 | 89,954.92 | 17,397.70 | 419,313.67 |
| CODE ENFORCEMENT | 76.07 | 1,871.24 | 5.86 | 145.35 | 81.93 | 2,016.59 |
| PARKS | 4,708.62 | 75,173.96 | 364.03 | 12,452.17 | 5,072.65 | 87,626.13 |
| INCOME TAX | 2,833.16 | 58,734.78 | 375.02 | 18,172.28 | 3,208.18 | 76,907.06 |
| MAJOR STREETS | 2,836.75 | 95,864.26 | 307.11 | 37,725.04 | 3,143.86 | 133,589.30 |
| LOCAL STREETS | 2,972.55 | 87,503.38 | 296.83 | 35,634.42 | 3,269.38 | 123,137.80 |
| RECREATION | 1,631.74 | 25,580.26 | 210.28 | 6,260.71 | 1,842.02 | 31,840.97 |
| AMBULANCE | 18,567.63 | 390,229.71 | 2,739.73 | 76,432.41 | 21,307.36 | 466,662.12 |
| DDA | 3,187.53 | 59,896.68 | 431.01 | 9,975.67 | 3,618.54 | 69,872.35 |
| ELECTRIC | 22,008.77 | 526,503.63 | 2,445.04 | 162,456.58 | 24,453.81 | 688,960.21 |
| WASTEWATER | 10,326.65 | 199,926.39 | 1,013.40 | 52,092.89 | 11,340.05 | 252,019.28 |
| WATER | 8,149.43 | 166,333.81 | 882.16 | 55,003.60 | 9,031.59 | 221,337.41 |
| MOTOR POOL | 612.46 | 19,342.35 | 64.44 | 5,767.76 | 676.90 | 25,110.11 |
| TOTALS: | 110,045.18 | 2,389,122.91 | 12,854.71 | 664,567.51 | 122,899.89 | 3,053,690.42 |

**BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 05/31/2023
MEETING DATE 06/05/2023**

| Fund | Description | Beginning Balance 05/11/2023 | Total Cash in | Total Cash out | Cash Balance 05/31/23 | Time Certificates | Ending Balance 5/31/23 |
|-------------|---|---|--------------------------|---------------------------|--------------------------------------|------------------------------|---------------------------------------|
| 101 | GENERAL FUND | 1,278,567.00 | 197,187.41 | (244,459.98) | 1,231,294.43 | 235,000.00 | 1,466,294.43 |
| 105 | INCOME TAX FUND | 328,677.36 | 21,992.49 | (185,542.13) | 165,127.72 | 10,000.00 | 175,127.72 |
| 150 | CEMETERY PERPETUAL CARE FUND | 64,386.52 | - | (29.01) | 64,357.51 | | 64,357.51 |
| 202 | MAJOR STREETS FUND | 434,342.69 | 8,452.37 | (28,343.00) | 414,452.06 | | 414,452.06 |
| 203 | LOCAL STREETS FUND | 131,058.55 | 86,417.01 | (23,962.93) | 193,512.63 | | 193,512.63 |
| 208 | RECREATION FUND | 50,774.89 | 8,883.79 | (11,095.89) | 48,562.79 | | 48,562.79 |
| 210 | AMBULANCE FUND | 130,379.22 | 62,842.99 | (108,342.10) | 84,880.11 | | 84,880.11 |
| 245 | MSHDA LOFT FUND | - | - | - | - | | - |
| 248 | DDA FUND | 531,219.14 | 14,427.77 | (16,411.10) | 529,235.81 | | 529,235.81 |
| 404 | CAPITAL IMPROVEMENT-RED MILL PAVILION | 3,362.25 | - | - | 3,362.25 | | 3,362.25 |
| 405 | WELLHEAD IMPROVEMENT FUND | - | - | - | - | | - |
| 406 | CAPITAL IMPROVEMENT FUND-STREET PROJECT | - | - | - | - | | - |
| 520 | REFUSE SERVICE FUND | 17,340.14 | 13,006.99 | (64.02) | 30,283.11 | | 30,283.11 |
| 582 | ELECTRIC FUND | 2,302,400.80 | 372,978.23 | (349,406.84) | 2,325,972.19 | 530,000.00 | 2,855,972.19 |
| 590 | WASTEWATER FUND | (43,290.64) | 153,248.12 | (141,812.97) | (31,855.49) | | (31,855.49) |
| 591 | WATER FUND | 323,171.36 | 77,768.50 | (73,666.96) | 327,272.90 | 420,000.00 | 683,902.18 |
| 661 | MOTOR POOL FUND | 140,676.32 | 21,395.45 | (56,481.70) | 105,590.07 | | 105,590.07 |
| 703 | CURRENT TAX FUND | 35,963.96 | 27.27 | 0.00 | 35,991.23 | | 35,991.23 |
| | TOTAL - ALL FUNDS | 5,729,029.56 | 1,038,628.39 | (1,239,618.63) | 5,528,039.32 | 1,195,000.00 | 6,659,668.60 |
| | | | | | ELECTRIC-RESTRICTED CASH | 453,086.00 | 453,086.00 |
| | | | | | ELECTRIC - MPPA MUNICIPAL TRUST | 170,376.44 | 170,376.44 |
| | | | | | CUSTOMER DEPOSIT CD | 170,000.00 | 170,000.00 * |
| | | | | | PERPETUAL CARE CD | 130,000.00 | 130,000.00 |
| | | | | | INCOME TAX SAVINGS | 1,861,287.57 | 1,861,287.57 |
| | | | | | ELECTRIC-PRIN & INT ESCROW | 35,107.21 | 35,107.21 |
| | | | | | WASTEWATER DEBT ESCROW | 332,784.85 | 332,784.85 |
| | | | | | WASTEWATER REPAIR ESCROW | 309,029.31 | 309,029.31 |
| | | | | | WASTEWATER 2022 BOND RESERVE | 166,751.35 | 166,751.35 |
| | | | | | DDA-PRIN & INT ESCROW | 501.78 | 501.78 |
| | | | | | WATER BOND ESCROW | 70,479.49 | 70,479.49 |
| | | | | | | | 10,359,072.60 |

*Customer Deposit Breakdown
 Electric 128,000.00
 Wastewater 21,000.00
 Water 21,000.00
170,000.00

User: ABAUM

PERIOD ENDING 04/30/2023

DB: Portland

| GL NUMBER | DESCRIPTION | 2022-23 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | % BDGT USED |
|-------------------------|----------------------------------|----------------|-------------------|------------------|---------------------|-------------------|-------------|
| | | AMENDED BUDGET | 04/30/2023 | MONTH 04/30/2023 | INCREASE (DECREASE) | BALANCE | |
| | | | NORMAL (ABNORMAL) | | | NORMAL (ABNORMAL) | |
| Fund 101 - GENERAL FUND | | | | | | | |
| Revenues | | | | | | | |
| 101-000-402.000 | REAL PROPERTY TAXES | 1,181,528.00 | 1,167,413.10 | | 0.00 | 14,114.90 | 98.81 |
| 101-000-432.000 | PILOT-GOLDEN BRIDGE MANOR | 1,700.00 | 0.00 | | 0.00 | 1,700.00 | 0.00 |
| 101-000-432.001 | PILOT- WODA (OLD SCHOOL MANOR) | 3,000.00 | 3,176.16 | | 0.00 | (176.16) | 105.87 |
| 101-000-445.000 | PENALTY & INTEREST | 5,350.00 | 3,491.61 | | 0.00 | 1,858.39 | 65.26 |
| 101-000-447.000 | TAX COLLECTION FEES | 45,500.00 | 48,845.53 | | 0.00 | (3,345.53) | 107.35 |
| 101-000-451.000 | SPECIAL ASSESSMENT FEES | 0.00 | 5.38 | | 0.00 | (5.38) | 100.00 |
| 101-000-476.000 | BUSINESS PERMITS | 100.00 | 100.00 | | 0.00 | 0.00 | 100.00 |
| 101-000-477.000 | CABLE TV FEES | 17,500.00 | 10,835.29 | | 0.00 | 6,664.71 | 61.92 |
| 101-000-490.000 | NON-BUSINESS PERMITS | 85,000.00 | 73,070.00 | | 1,876.00 | 11,930.00 | 85.96 |
| 101-000-543.000 | ACT 302 POLICE TRAINING GRANT | 600.00 | 1,115.90 | | 810.30 | (515.90) | 185.98 |
| 101-000-570.000 | LIQUOR FEES | 3,900.00 | 3,897.85 | | 0.00 | 2.15 | 99.94 |
| 101-000-572.000 | METRO ACT PERMIT FEES | 0.00 | 500.00 | | 0.00 | (500.00) | 100.00 |
| 101-000-574.000 | REVENUE SHARING-CONST SALES | 370,456.00 | 350,860.00 | | 60,736.00 | 19,596.00 | 94.71 |
| 101-000-574.001 | REVENUE SHARING-STAT SALES | 114,162.00 | 99,695.00 | | 20,167.00 | 14,467.00 | 87.33 |
| 101-000-609.000 | SEX OFFENDER REGISTRATION FEES | 0.00 | 100.00 | | 0.00 | (100.00) | 100.00 |
| 101-000-620.000 | PBT TESTING FEES | 0.00 | 5.00 | | 0.00 | (5.00) | 100.00 |
| 101-000-623.000 | TRANSCRIPT FEES | 700.00 | 604.50 | | 127.50 | 95.50 | 86.36 |
| 101-000-624.000 | MISCELLANEOUS FEES | 0.00 | 0.97 | | (0.01) | (0.97) | 100.00 |
| 101-000-628.000 | ADMINISTRATIVE CHARGES | 329,026.00 | 274,188.30 | | 27,418.83 | 54,837.70 | 83.33 |
| 101-000-630.000 | CEMETERY LOT SALES | 9,000.00 | 10,900.00 | | 1,250.00 | (1,900.00) | 121.11 |
| 101-000-633.000 | CEMETERY CARE FEES | 6,000.00 | 4,932.80 | | 0.00 | 1,067.20 | 82.21 |
| 101-000-634.000 | GRAVE OPENING FEES | 12,500.00 | 13,825.00 | | 2,675.00 | (1,325.00) | 110.60 |
| 101-000-656.000 | DISTRICT COURT FINES | 6,500.00 | 6,250.11 | | 604.72 | 249.89 | 96.16 |
| 101-000-661.000 | PARKING FINES | 2,000.00 | 990.00 | | 0.00 | 1,010.00 | 49.50 |
| 101-000-662.000 | DRUG FORFEITURE MONEY | 2,759.00 | 0.00 | | 0.00 | 2,759.00 | 0.00 |
| 101-000-663.000 | MISCELLANEOUS FINES | 2,500.00 | 1,511.00 | | 210.00 | 989.00 | 60.44 |
| 101-000-665.000 | INTEREST INCOME | 0.00 | 6,779.87 | | 543.65 | (6,779.87) | 100.00 |
| 101-000-665.002 | INTEREST INCOME-PERPETUAL CARE | 0.00 | 980.96 | | 4.31 | (980.96) | 100.00 |
| 101-000-667.000 | RENTAL INCOME | 9,000.00 | 5,590.00 | | 220.00 | 3,410.00 | 62.11 |
| 101-000-676.001 | DONATIONS-MISCELLANEOUS | 0.00 | 125.00 | | 0.00 | (125.00) | 100.00 |
| 101-000-676.004 | DONATION-RED MILL BUILDING | 10,000.00 | 10,000.00 | | 0.00 | 0.00 | 100.00 |
| 101-000-678.000 | MERS FOREITURE REVENUES | 0.00 | 3,770.68 | | 229.45 | (3,770.68) | 100.00 |
| 101-000-678.005 | REIMBURSEMENTS-INSURANCE AND WC | 4,500.00 | 5,953.38 | | 0.00 | (1,453.38) | 132.30 |
| 101-000-678.006 | REIMBURSEMENTS- MISCELLANEOUS | 38,710.00 | 23,256.49 | | 59.00 | 15,453.51 | 60.08 |
| 101-000-678.007 | REIMBURSEMENTS-PAMA | 2,000.00 | 1,898.40 | | 0.00 | 101.60 | 94.92 |
| 101-000-693.000 | SALE OF EQUIPMENT | 0.00 | 14,908.40 | | 10,070.00 | (14,908.40) | 100.00 |
| 101-000-699.150 | TRANSFER FROM PERP CARE | 400.00 | 229.48 | | 29.79 | 170.52 | 57.37 |
| 101-000-699.582 | TRANSFER FROM ELECTRIC (IN LIEU | 178,000.00 | 178,000.00 | | 0.00 | 0.00 | 100.00 |
| 101-000-699.590 | TRANS FROM WASTEWATER (IN LIEU O | 50,895.00 | 50,895.00 | | 0.00 | 0.00 | 100.00 |
| 101-000-699.591 | TRANSFER FROM WATER (IN LIEU OF | 37,453.00 | 37,453.00 | | 0.00 | 0.00 | 100.00 |
| TOTAL REVENUES | | 2,530,739.00 | 2,416,154.16 | | 127,031.54 | 114,584.84 | 95.47 |

| | | | | | | | |
|--------------|------------------------|------------|------------|--|-----------|------------|-------|
| Expenditures | | | | | | | |
| 100 | COUNCIL | 35,355.00 | 27,225.30 | | 10,070.00 | 8,129.70 | 77.01 |
| 172 | CITY MANAGER | 212,609.00 | 158,953.29 | | 14,563.47 | 53,655.71 | 74.76 |
| 201 | GENERAL ADMINISTRATION | 464,118.00 | 370,828.01 | | 26,468.39 | 93,289.99 | 79.90 |
| 257 | ASSESSING | 55,012.00 | 47,875.40 | | 4,586.24 | 7,136.60 | 87.03 |
| 262 | ELECTIONS | 10,550.00 | 7,167.90 | | 155.88 | 3,382.10 | 67.94 |
| 265 | CITY HALL | 125,652.00 | 99,957.40 | | 6,271.38 | 25,694.60 | 79.55 |
| 301 | POLICE | 817,219.00 | 469,477.37 | | 44,794.95 | 347,741.63 | 57.45 |
| 371 | CODE ENFORCEMENT | 39,291.00 | 28,337.79 | | 3,193.60 | 10,953.21 | 72.12 |
| 567 | CEMETERY | 207,228.00 | 125,977.71 | | 8,588.55 | 81,250.29 | 60.79 |
| 707 | COMMUNITY PROMOTIONS | 525,636.00 | 413,221.88 | | 42,355.53 | 112,414.12 | 78.61 |
| 728 | ECONOMIC DEVELOPMENT | 23,750.00 | 20,662.22 | | 1,688.84 | 3,087.78 | 87.00 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD ENDING 04/30/2023

| GL NUMBER | DESCRIPTION | 2022-23 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|--------------------------------|-------------|---------------------|---------------------------------|---|------------------------------|----------------|
| | | AMENDED BUDGET | 04/30/2023 NORMAL (ABNORMAL) | MONTH 04/30/2023 INCREASE (DECREASE) | BALANCE NORMAL (ABNORMAL) | |
| Fund 101 - GENERAL FUND | | | | | | |
| Expenditures | | | | | | |
| 751 | PARKS | 263,163.00 | 159,157.17 | 8,527.90 | 104,005.83 | 60.48 |
| TOTAL EXPENDITURES | | <u>2,779,583.00</u> | <u>1,928,841.44</u> | <u>171,264.73</u> | <u>850,741.56</u> | <u>69.39</u> |
| Fund 101 - GENERAL FUND: | | | | | | |
| TOTAL REVENUES | | 2,530,739.00 | 2,416,154.16 | 127,031.54 | 114,584.84 | 95.47 |
| TOTAL EXPENDITURES | | <u>2,779,583.00</u> | <u>1,928,841.44</u> | <u>171,264.73</u> | <u>850,741.56</u> | <u>69.39</u> |
| NET OF REVENUES & EXPENDITURES | | (248,844.00) | 487,312.72 | (44,233.19) | (736,156.72) | 195.83 |

PERIOD ENDING 04/30/2023

| GL NUMBER | DESCRIPTION | 2022-23 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|---------------------------------|--------------------------------|----------------|---------------------------------|---|------------------------------|----------------|
| | | AMENDED BUDGET | 04/30/2023 NORMAL (ABNORMAL) | MONTH 04/30/2023 INCREASE (DECREASE) | BALANCE NORMAL (ABNORMAL) | |
| Fund 105 - INCOME TAX FUND | | | | | | |
| Fund 105 - INCOME TAX FUND: | | | | | | |
| | TOTAL REVENUES | 805,400.00 | 810,279.63 | 231,518.29 | (4,879.63) | 100.61 |
| | TOTAL EXPENDITURES | 1,128,454.00 | 301,184.17 | 134,333.52 | 827,269.83 | 26.69 |
| | NET OF REVENUES & EXPENDITURES | (323,054.00) | 509,095.46 | 97,184.77 | (832,149.46) | 157.59 |
| Fund 202 - MAJOR STREETS FUND | | | | | | |
| Fund 202 - MAJOR STREETS FUND: | | | | | | |
| | TOTAL REVENUES | 1,273,478.00 | 425,524.00 | 119,107.06 | 847,954.00 | 33.41 |
| | TOTAL EXPENDITURES | 1,396,068.00 | 440,236.20 | 34,201.05 | 955,831.80 | 31.53 |
| | NET OF REVENUES & EXPENDITURES | (122,590.00) | (14,712.20) | 84,906.01 | (107,877.80) | 12.00 |
| Fund 203 - LOCAL STREETS FUND | | | | | | |
| Fund 203 - LOCAL STREETS FUND: | | | | | | |
| | TOTAL REVENUES | 358,239.00 | 241,413.81 | 20,266.61 | 116,825.19 | 67.39 |
| | TOTAL EXPENDITURES | 495,538.00 | 347,795.71 | 20,008.02 | 147,742.29 | 70.19 |
| | NET OF REVENUES & EXPENDITURES | (137,299.00) | (106,381.90) | 258.59 | (30,917.10) | 77.48 |
| Fund 208 - RECREATION FUND | | | | | | |
| Fund 208 - RECREATION FUND: | | | | | | |
| | TOTAL REVENUES | 82,646.00 | 65,243.03 | 8,470.28 | 17,402.97 | 78.94 |
| | TOTAL EXPENDITURES | 111,001.00 | 76,136.60 | 8,479.38 | 34,864.40 | 68.59 |
| | NET OF REVENUES & EXPENDITURES | (28,355.00) | (10,893.57) | (9.10) | (17,461.43) | 38.42 |
| Fund 210 - AMBULANCE FUND | | | | | | |
| Fund 210 - AMBULANCE FUND: | | | | | | |
| | TOTAL REVENUES | 804,680.00 | 737,412.65 | 36,122.18 | 67,267.35 | 91.64 |
| | TOTAL EXPENDITURES | 848,266.00 | 630,469.96 | 46,681.42 | 217,796.04 | 74.32 |
| | NET OF REVENUES & EXPENDITURES | (43,586.00) | 106,942.69 | (10,559.24) | (150,528.69) | 245.36 |
| Fund 248 - DDA FUND | | | | | | |
| Fund 248 - DDA FUND: | | | | | | |
| | TOTAL REVENUES | 324,535.00 | 320,562.12 | 127.76 | 3,972.88 | 98.78 |
| | TOTAL EXPENDITURES | 170,685.00 | 127,043.95 | 7,927.48 | 43,641.05 | 74.43 |
| | NET OF REVENUES & EXPENDITURES | 153,850.00 | 193,518.17 | (7,799.72) | (39,668.17) | 125.78 |
| Fund 520 - REFUSE SERVICE FUND | | | | | | |
| Fund 520 - REFUSE SERVICE FUND: | | | | | | |
| | TOTAL REVENUES | 163,350.00 | 118,523.02 | 16,136.67 | 44,826.98 | 72.56 |
| | TOTAL EXPENDITURES | 161,850.00 | 117,605.52 | 0.00 | 44,244.48 | 72.66 |
| | NET OF REVENUES & EXPENDITURES | 1,500.00 | 917.50 | 16,136.67 | 582.50 | 61.17 |
| Fund 582 - ELECTRIC FUND | | | | | | |
| Fund 582 - ELECTRIC FUND: | | | | | | |
| | TOTAL REVENUES | 5,005,525.00 | 4,095,195.49 | 388,578.29 | 910,329.51 | 81.81 |
| | TOTAL EXPENDITURES | 6,030,563.00 | 4,179,706.17 | 284,355.76 | 1,850,856.83 | 69.31 |
| | NET OF REVENUES & EXPENDITURES | (1,025,038.00) | (84,510.68) | 104,222.53 | (940,527.32) | 8.24 |
| Fund 590 - WASTEWATER FUND | | | | | | |
| Fund 590 - WASTEWATER FUND: | | | | | | |
| | TOTAL REVENUES | 1,445,848.50 | 1,007,505.56 | 104,775.26 | 438,342.94 | 69.68 |
| | TOTAL EXPENDITURES | 1,593,736.50 | 998,424.76 | 87,274.64 | 595,311.74 | 62.65 |
| | NET OF REVENUES & EXPENDITURES | (147,888.00) | 9,080.80 | 17,500.62 | (156,968.80) | 6.14 |

User: ABAUM

DB: Portland

PERIOD ENDING 04/30/2023

| GL NUMBER | DESCRIPTION | 2022-23 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | | % BGD USED |
|--------------------------------|-------------|----------------|--------------|------------------|---------------------|-------------------|----------------|---------------|
| | | AMENDED BUDGET | 04/30/2023 | MONTH 04/30/2023 | INCREASE (DECREASE) | NORMAL (ABNORMAL) | BALANCE | |
| Fund 591 - WATER FUND | | | | | | | | |
| Fund 591 - WATER FUND: | | | | | | | | |
| TOTAL REVENUES | | 779,965.00 | 966,517.41 | | 53,940.29 | | (186,552.41) | 123.92 |
| TOTAL EXPENDITURES | | 1,394,540.26 | 877,863.46 | | 50,359.71 | | 516,676.80 | 62.95 |
| NET OF REVENUES & EXPENDITURES | | (614,575.26) | 88,653.95 | | 3,580.58 | | (703,229.21) | 14.43 |
| Fund 661 - MOTOR POOL FUND | | | | | | | | |
| Fund 661 - MOTOR POOL FUND: | | | | | | | | |
| TOTAL REVENUES | | 524,537.00 | 199,642.26 | | 21,740.09 | | 324,894.74 | 38.06 |
| TOTAL EXPENDITURES | | 757,049.00 | 432,499.92 | | 14,853.28 | | 324,549.08 | 57.13 |
| NET OF REVENUES & EXPENDITURES | | (232,512.00) | (232,857.66) | | 6,886.81 | | 345.66 | 100.15 |
| TOTAL REVENUES - ALL FUNDS | | 11,568,203.50 | 8,987,818.98 | | 1,000,782.78 | | 2,580,384.52 | 77.69 |
| TOTAL EXPENDITURES - ALL FUNDS | | 14,087,750.76 | 8,528,966.42 | | 688,474.26 | | 5,558,784.34 | 60.54 |
| NET OF REVENUES & EXPENDITURES | | (2,519,547.26) | 458,852.56 | | 312,308.52 | | (2,978,399.82) | 18.21 |



TOTAL TECHNICAL ASSURANCE GROUP INC.

3952 Gallagher's Circle
 KELOWNA, BC
 V1W 3Z9
 PH: (250) 870-7882

TO: City of Portland Michigan
 259 Kent Street
 City of Portland, MI 48875
 USA

INVOICE NO. 202029
P.O. NUMBER Client to Supply
DATE 01-Sep-22

TERMS Net 7 days

| W.O. # | DESCRIPTION | AMOUNT |
|--------|--|-----------------------------|
| | Fiber Broadband Development, Planning & Financial Workup August Billing | \$5,440.05 |
| | | Sub Total \$5,440.05 |
| | | USD |
| | | TOTAL DUE \$5,440.05 |

| Current | 30 Days Past Due | 60 Days Past Due | 90 Days Past Due | Interest | Balance Due |
|---------|------------------|------------------|------------------|----------|-------------|
| | | | | | |

Thank you for your business. It's been our pleasure providing technical services to your organization. All invoices are due and payable net 30 days from the date of invoice. Interest charged at 2% per month. (24% per annum) on the unpaid balance of past due accounts.

Total Technical Assurance Group Inc.

Billing Summary

City of Portland

Sept 1st, 2022

| Date | Description | Disbursements | Total Hours | Extension |
|--------------|---|----------------------|--------------------|-------------------|
| 2-Aug-2022 | RFP Response Meeting Pros vs. Cons (Point Broadband) | | 2.00 | \$700.00 |
| 2-Aug-2022 | Follow-Up Items, Term Sheet & Script Questions | | 1.50 | \$525.00 |
| 3-Aug-2022 | Municipal Interview Questions, Script & Term Sheet | | 1.50 | \$525.00 |
| 5-8 Aug-2022 | Point Broadband Term Sheet Draft Development | | 2.50 | \$875.00 |
| 11-Aug-2022 | Point Broadband Meeting's Greenville, Stanton, Portland | | 6.00 | \$2,100.00 |
| | 6 hrs + mileage (427 miles X .65/mile = \$277.55) | | | \$277.55 |
| 25-Aug-2022 | Broadband Project Meeting | | 1.25 | \$437.50 |
| | | | 14.75 | \$5,440.05 |



PURCHASE ORDER

City of Portland

P.O. 12142

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

VENDOR Westphalia Electric

DATE: 5/15/23

| DESCRIPTION | GL NUMBER | SPLIT | LINE TOTAL |
|---|-----------------|-------|----------------------|
| City Hall Lighting LED Conversion | 101.265.930.000 | | \$6600 ⁰⁰ |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| DEPARTMENT HEAD (UP TO \$500) <u>Neibauer</u> | | TOTAL | \$6600 ⁰⁰ |

23-24 year

MTD
Treasurer Initials

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

PROPOSAL

TO:
CITY OF PORTLAND
259 Kent Street
Portland, MI 48875
(517) 526-0310
Attn: Neil Brown
nbrown@portland-michigan.org

FROM: Dean Miller
WESTPHALIA ELECTRIC, INC.
101 East Main Street, P.O. Box 158
Westphalia, MI 48894
Tel: (989) 587-3983
Fax: (989) 587-3800

DATE: 05/10/23

Bathroom

- 4 Satco S39902 9T8/LED/24-840 2' LED
- 8 Satco S39928 12T8/LED/36-840 3' LED
- 8 Satco S39915 14T8/LED/48-840 4' LED

Lobby

- 44 LED-7320-4K 12W-G3 4 pin Hanging & Recessed
- 4 LED-7300-40 Wall Sconce

Offices

- 90 Satco S11766 14W 3000-6500K Color Selectable

Media Room

- 6 Satco S39915 - 14T8/LED/48-840 4' LED

Counsel Chambers

- 4 LED-7320-3K 12W-G3 4 pin Recess 3000K
- 30 Satco 9.5 BR30 105 Degree Beam Angle 2700K

Upstairs

- 76 Satco S39915 14T8/LED/48-840 4' LED
- 1 LED-7320-4K 12W-G3 4 pin Recessed

Stairway Ceiling

Not included in proposal, to be determined

| | | |
|--------------------------|-----------|-----------------|
| Total Cost: | \$ | 6,600.00 |
| Approx. Rebate | \$ | (1,158.00) |
| Net Cost (Approx) | \$ | 5,442.00 |

Work to be done time and material

We Propose to furnish material and labor-complete in accordance with specifications above, for the sum of:

Payable at completion.

Authorized Signature: _____

Westphalia Electric, Inc.

This proposal may be withdrawn by us if not accepted within 15 days.

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

Date: _____

Signature: _____

Memo



To: Board of Light & Power
From: Todd Davlin, Electric Superintendent
Cc: Tutt Gorman, City Manager
Date: 5-30-2023
Re: Action Item BLP5D – GIS Support Services

In January of 2022, the BLP and City Council recommended and approved contracting activities with GRP engineering to develop GIS maps of the system and to train and support City of Portland staff to locate equipment and conduct data collection activities in support of a distribution asset management plan. GRP created maps and some data collection forms for asset management and conducted some training. Due to staffing changes GRP was unable to complete their full scope of services. MPower Innovation is Michigan based organization and a leader in the GIS field. They are recognized for their GIS utility services by the Michigan Municipal Electric Association and the American Public Power Association. MPower has prepared a proposal to assess and verify our GIS data/maps, conduct training, and introduce the city to additional tools for asset management.

RECOMMENDATION: Action Item BLP5D - Recommend City Council approve contracting with MPower Innovations to provide GIS support services for the training, field verification and introduction to asset management field tools. The estimated cost for GIS support services is \$6,950.



Sales Quotation

Account Name City of Portland, MI
 Shipping Address 259 Kent Street
 Portland, MI 48875

Created Date 5/9/2023
 Quote Name GIS, map detailed review, clean up, field verification and training
 Quote Number 00001301

Contact Name Todd Davlin
 Phone (517) 647-6912
 Email electricssuper@portland-michigan.org

Prepared By Jason Brown
 Phone (616) 240-8810
 Email jbrown@mpowerinnovations.com

| Product | Description | Quantity | Sales Price | Total Price |
|---------------------------|---|----------|-------------|-------------|
| GPS Consulting Services | Onsite Set up, project and process review, data preparation, and testing before field collection or training to verify work flows. | 1.00 | \$1,650.00 | \$1,650.00 |
| GPS Map and Data Cleanup | Mapping and data clean up. Data maturation, quality control, validation, and connectivity. Additional data and map conversion services may be offered depending on scope and project requirements. | 1.00 | \$1,650.00 | \$1,650.00 |
| Mapping Software Training | Onsite Training for various products and platforms of mapping and GIS software. Training customized to specific client needs. | 1.00 | \$1,650.00 | \$1,650.00 |
| GPS Daily Data Collection | Daily GPS Collection Services - Provided by Senior mPower GIS/GPS Technician. This service is provided to be part of a pilot collection project, as a follow up to initial GPS set up and training program or when we are supplementing a customr's in house personnel. | 2.00 | \$1,000.00 | \$2,000.00 |

Total Price \$6,950.00

Terms and Conditions

50% deposit required for software, maintenance and deployment services. Balance(s) due upon software installation and/or completion of services. mPower services are provided on a time and material basis; travel, lodging and per diem expenses to be reimbursed by customer.

This proposal is to be treated as confidential and is not to be viewed by, or shared with, anyone that is not directly or contractually involved in the solicitation, preparation, evaluation or procurement of goods and services as outlined in this proposal.



PURCHASE ORDER

City of Portland

P.O. 12076

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

VENDOR NTH Consultants, Ltd.

DATE: 5/31/23

| DESCRIPTION | GL NUMBER | SPLIT | LINE TOTAL |
|--|------------------------|-------|-----------------|
| <i>Compliance Testing</i> | <i>582.579.803.000</i> | | <i>\$12,500</i> |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| DEPARTMENT HEAD (UP TO \$500) <i>[Signature]</i> | | TOTAL | <i>\$12,500</i> |

Transfer from 582.539.803.019

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

Treasurer Initials

Memo



To: Board of Light & Power

From: Todd Davlin, Electric Superintendent

Cc: Tutt Gorman, City Manager

Date: 5/30/2023

Re: Action Item BLP5E – NTH Change Order for Additional Stack Testing

The City of Portland (Portland) conducted stack testing on April 25 and 26, 2023. Engine Number 5, the Fairbanks Morse DLA, did not pass the test. All signs point to a root cause of spent catalyst. Portland is replacing the catalyst to resolve the issue. During testing Portland observed unusual pressure readings across the catalyst which had not occurred during routine monthly operations. The rise in pressure coincided with inefficient catalyst performance. Operations staff immediately investigated by removing the catalyst from the stack for inspection and cleaning. After cleaning, the catalyst was reinstalled and retested with improved emission destruction but not at levels to pass the test. Portland immediately contacted the catalyst manufacturer and ordered replacement catalyst cartridges which have been received and installed. The engine must be retested to maintain compliance with the State of Michigan EGLE Operating Air Permit and USEPA Clean Air Act. There are additional costs associated with remobilization and an additional day of stack testing.

RECOMMENDATION: Action Item COP BLP5E – Recommend City Council approve a change order for NTH Consultants to conduct additional Air Compliance Performance testing to prove compliance with USEPA Clean Air Act Standards and the Michigan EGLE Operating Air Permit. The estimated cost of the change order is \$12,500.



Mr. Todd Davlin
City of Portland Light and Power
Superintendent Electric Department
259 Kent Street
Portland, MI 48875

May 30, 2023
NTH Project No. 22000733
Change Order No. 1

**RE: Project to Provide Professional Consulting Services – Emissions Testing
City of Portland Light and Power [SRN: N5352]
Change Order No. 1**

Dear Mr. Davlin:

NTH Consultants, Ltd. (NTH) is currently assisting the City of Portland Light and Power (Portland) with various consulting services, including emissions testing required by federal National Emissions Standards for Hazardous Air Pollutants (NESHAP) codified at 40 CFR Part 63 Subpart ZZZZ (“RICE MACT”) for your engine facility located in Portland, Michigan. We are presenting this Change Order (No. 1) to assist you with additional testing services required for Engine No. 5 at your facility.

STATEMENT OF UNDERSTANDING

NTH completed emissions testing services for two (2) of your RICE on April 22 through 24, 2023. However, due to equipment issues, Portland was unable to complete emissions testing at one of the RICE, EUENGINE5. Accordingly, Portland has replaced the catalyst and the retest of EUENGINE5 is set to occur on June 5, 2023. We have provided a budget increase request to assist Portland with the emissions re-testing event at EUENGINE5.

ADDITIONAL SCOPE OF SERVICES

As described above, Portland has requested that NTH provided assistance in conducting the additional emissions testing for RICE MACT required at EUENGINE5.

NTH will assist Portland with the following tasks related to compliance emissions testing for EUENGINE5 and associated regulatory requirements:

- One (1) day of on-site coordination of, and professional consulting regarding, the testing program for the CO inlet/outlet compliance testing.
- Review of the test report for EUENGINE5 compliance test, including compiling engine process data.
- Preparation of cover letter to be submitted with the test report.

Field Testing Services – Field testing will be completed by Montrose Air Quality Services, LLC (MAQS). MAQS source test programs are overseen and supervised onsite by at least one Qualified



Individual, as defined in 40 CFR 72.2. MAQS will be responsible for conducting the field testing services and issuance of a test report.

NTH will coordinate with MAQS to provide the following field testing services:

- Setup and teardown, emissions testing fieldwork, onsite calculations, and equipment usage and teardown.
- **Per Portland's request, MAQS will be responsible for coordinating rental of a manlift for this project, which is included in the proposed budget increase.**
- Sampling personnel, equipment, and instrumentation for on-site sampling in accordance with U.S. EPA Methods 3A and 10. The emissions test will consist of one (1) event comprising three (3) runs of 60-minute duration at EUENGINE5.
- Quality Assurance/Quality Control (QA/QC) for test equipment.
- One (1) electronic copy of the draft test report submitted within 45 days of testing by MAQS for Portland and NTH to review. The final version of the report will be submitted by MAQS to Portland within five (5) business days of receipt of all draft report comments and not more than 55 days from completion of the testing. The final report will incorporate pertinent review comments.
- Three (3) bound copies and one (1) electronic copy of the final report will be submitted to Portland for distribution to the various regulatory agencies and/or end users. These reports will include a summary of results, description of test procedures used, a description of the sources and their operation, raw field data, equipment calibrations, and other quality assurance documentation in accordance with the agency's reporting guidance and the MAQS Quality Manual.

The scope and quantity of work in this program will require careful management and efficient coordination to complete the testing as proposed; therefore, it is important that Portland ensures that the MAQS test team is provided:

- Clear access to the sampling site(s) including any permits required for entry, work, or safety.
- Adequate stack/duct sampling ports located to meet EPA Method 1 criteria. The ports shall be installed and cleaned prior to the arrival of the test team. The ports must be in a condition ready to accept standard sampling probes, and all port caps and/or flanges must be loosened.
- A minimum of two uninterrupted and dedicated 110-volt 20-amp electrical outlets within 100 feet of the sampling location will be required. In addition, MAQS will require that Portland connect their mobile transformer to a 480v, power supply.
- Operation of the engine at the required test conditions according to the agreed-upon testing schedule. Facility staff will record and provide all unit and/or operational data needed for the proper documentation of process conditions.
- A plant radio for communication with the plant operators for emergencies or process changes and for synchronization of test start/stop times.
- All plant emergency and evacuation procedures and applicable site contact numbers. Full access to the facility's Material Safety Data Sheets, plus site-specific safety equipment, are also required.



Mr. Todd Davlin
May 30, 2023

PROJECT MANAGEMENT

Ms. Rhiana Dornbos, P.E. will serve as the Project Manager and will be assisted by other NTH technical staff as necessary. Ms. Dornbos will manage the various tasks assigned. She will perform project planning and execution, as well as quality assurance reviews of deliverables. Ms. Dornbos leads the NTH permitting and compliance department and has managed various projects involving combustion sources and power generation including RICE.

BUDGET INCREASE REQUEST

We are requesting a budget increase of **\$12,500** for a total project fee of **\$47,500**. NTH will perform these services on a time and expense basis, and in accordance with our Fee Schedule, (FS-ENG-2) dated 2022, and our General Conditions, (GC-01-2023), copies of which are enclosed for your reference.

Please signify your approval by signing in the space provided or issuing a purchase order referencing NTH Project No. 22000733.

We will commence work on this project upon receiving authorization from you to proceed. If you have questions concerning this proposal, please contact us at (616) 451-6270.

Sincerely,

NTH Consultants, Ltd.

DocuSigned by:
Eric J. Marko
BB85152B933747B...

Eric J. Marko, P.E.
Project Engineer

EJM/RCD/mlk

Attachments

DocuSigned by:
Rhiana C. Dornbos
A913204186744A6...

Rhiana C. Dornbos, P.E.
Vice President



Mr. Todd Davlin
May 30, 2023

ACCEPTANCE PAGE

**ACCEPTED FOR: CITY OF PORTLAND LIGHT AND POWER
(NTH Project No. 22000733, Change Order No. 1, dated May 30, 2023)**

SIGNATURE: _____

PRINT NAME: _____

TITLE: _____

DATE: _____



// 2022 FEE AND RATE SCHEDULE PROFESSIONAL SERVICES

PERSONNEL

Fees for our services will be based upon the time worked on the project by professional, technical and clerical personnel according to the following schedule:

| | PER HOUR |
|-----------------------------------|----------|
| Administrative | \$85 |
| Word Processor* | \$85 |
| Technician I* | \$85 |
| Technician II* | \$105 |
| Technician III* | \$115 |
| Lab Technician* | \$115 |
| Technician IV* | \$125 |
| Senior Technician II | \$125 |
| CADD Operator | \$125 |
| IT Professional | \$120 |
| Staff Professional | \$130 |
| Senior Staff Professional | \$150 |
| Project Professional | \$170 |
| Senior Project Professional | \$185 |
| Principal Engineer | \$205 |
| Senior Principal Engineer | \$225 |
| Corporate Officer | \$275 |

**For these personnel, overtime work will be charged at a rate equal to 1.33 times the Standard Rate.*

A premium of 25 percent will be added to hourly rates for expert testimony and depositions, including preparation time.

NTH Consultants and Professionals include Engineers, Geologists, Environmental Specialists, Architects, Roofing Specialists, Industrial Hygienists, Environmental Health Specialists, Scientists, Asbestos Specialists, and Environmental Chemists. NTH Technicians include Engineering, Environmental, Construction Materials, and Environmental Health technical specialists.

NTH operates on a strong project management system, and a Project Manager is appointed for each project. Project Managers are selected from our staff of Senior Project Professionals, Principal Engineers and Senior Principal Engineers.

EXPENSES

The following expenses, when incurred in direct connection with the project, will be charged at the rate shown:

| | |
|--|---------------|
| Transportation, Lodging and Subsistence for Travel | Cost + 10% |
| Printing, Reproduction, Photographs, Long Distance Telephone and Telecopier Charges, Shipping Charges and Material Purchases | Cost + 10% |
| Project Mileage for Company-Owned Vehicles | \$1.00 / Mile |
| CADD Supply Charge | \$6 / Hour |

Rental of Specialized Field, Laboratory or Monitoring Equipment will be billed as indicated on NTH Schedule of Equipment Usage Rates.

SUBCONTRACTORS / SUBCONSULTANTS

On projects requiring subcontractors or subconsultants, we will obtain the services of reputable contractors or consultants to perform such work. The fees of these contractors or consultants plus a 15% service charge will be added to our invoices.

INVOICES

Progress invoices will be submitted to the client monthly and a final bill will be submitted upon completion of our services. Invoices for cost plus and time and materials projects will show charges for different personnel and expense classifications. Each invoice is due on presentation and is past due thirty (30) days from invoice date. Client agrees to pay a finance charge of one percent (1%) per month on past due accounts. We reserve the right to suspend or terminate work under our agreement upon failure of the client to pay invoices when due.

INCREASES

Fee schedule increases made by our firm on an overall client basis will be applied to work on all projects as the increases become effective.



STANDARD OF CARE

In performing its professional services, NTH will use that degree of care and skill ordinarily exercised, under similar circumstances, by members of its profession practicing in the same locality at the same time and providing the same or similar services. The standard of care shall be the standard existing at the time NTH's services were rendered. No warranty, express or implied, is made or intended by NTH's performance of any services, proposal for professional services, furnishing oral or written reports, or observation of any work. Client recognizes that actual conditions may vary from those encountered at the locations where tests, borings, surveys or explorations are made by NTH or provided by others, and that NTH's data, interpretations and recommendations are based solely on information available to NTH that it deems reliable and material to the performance of its professional services. NTH will be responsible for its data, interpretations and recommendations, but shall not be responsible for the interpretation by others of information developed or relied upon by NTH. Client also recognizes that observation of construction by a qualified engineering firm is essential to verify that designs are appropriate for actual site conditions. Except for NTH's employees acting within the scope of their employment, and contractors and subconsultants retained by NTH acting within the scope of their retention by NTH, Client agrees that NTH shall not be responsible for any acts or omissions of any contractors, consultants, and suppliers, or other persons, whether for site safety, the quality of work or the failure to furnish or perform their work in accordance with their contract documents. The parties agree that the services and information provided by NTH are solely for the Client's guidance, and the extent that the Client provides information from NTH to third parties for services, Client will first require the third party, by contract or otherwise by waiver, to agree that NTH owes no duty in contract, tort, or otherwise to the third party for any services or information provided by NTH to Client, whether related to NTH's design, investigation, construction administration, or any other services.

LIMITATION OF PUBLIC LIABILITY INSURANCE

NTH represents and warrants that NTH and its agents, staff and consultants employed by NTH are protected by worker's compensation insurance and that NTH has coverage under public liability and property damage insurance policies which NTH deems to be adequate. Certificates for all such policies of insurance can be provided to the Client upon request. Subject to the terms, conditions, and limits of such insurance, for any claim by a third party, NTH agrees to indemnify and save Client harmless from and against any loss, damage, or liability to the extent caused by any negligent acts of NTH, its agents, staff, consultants or contractors employed by NTH. NTH shall not be responsible for any loss, damage, or liability to the extent such loss, damage, or liability is not covered by such insurance. NTH shall not be responsible for any loss, damage, or liability arising from any negligent acts by Client, its agents, staff, representatives and other consultants employed by Client.

LIMITATION OF PROFESSIONAL LIABILITY

NTH represents and warrants that NTH has professional liability insurance coverage which it deems to be adequate. Certificates describing NTH's coverage can be provided to the Client upon request. Notwithstanding any other provisions of these General Conditions, NTH's proposal for professional services and any other documents that may be deemed to be a part of its agreement to provide professional services, Client agrees that the total liability for damages, in the aggregate, of NTH, its officers, directors, employees, agents, contractors and subconsultants to Client or anyone claiming by, through or under Client, for any and all actions (including, but not limited to, those sounding in tort, contract (express or implied), indemnity, warranty (express or implied), statutory violation or liability, strict liability, negligence, gross negligence, misrepresentation, malpractice) and for all claims (including, but not limited to, those alleging bodily injury, death, property damage, environmental response costs and/or damages, expenses, costs, attorneys' fees, litigation costs) and/or all damages (including, but not limited to, direct, consequential, economic, non-economic and incidental damages) arising from or in any way relating to, directly or indirectly, NTH's professional services under this agreement, shall be limited to \$50,000 or the amount of the fee actually paid NTH for its services under this agreement, whichever amount is greater.

RIGHT OF ENTRY

Unless otherwise agreed, to the extent it is necessary for NTH to enter onto property in order to perform its services, Client shall furnish right of entry on the land sufficient for NTH to perform its services. NTH has not included in its fee costs for rectifying damages that may result from NTH's operations. If NTH is required to restore the property to its former condition, additional charges will be added to its fee sufficient to cover the restoration work, including NTH's standard profit factor.

CONSTRUCTION OBSERVATION

If construction observation is included in NTH's proposal, NTH shall visit the project site at such intervals and for such durations as it deems appropriate, or as otherwise agreed to in writing by Client and NTH. Such visits and observations and any comments or reports generated from such visits and observations shall not impose any liability on NTH beyond that set forth in this agreement, or relieve any contractor from its contractual obligations. All construction contractors shall be solely responsible for construction site safety, the quality of their work and adherence to the contract documents. NTH shall have no authority or obligation to direct any contractor's actions or stop any contractor's work. Further, unless specifically agreed in writing, Client agrees that NTH shall have no duty or responsibility for performing, furnishing, implementing, supervising, or evaluating any designs for the project. Client agrees that NTH's services under this agreement are not performed pursuant to a special agreement under Michigan law.

HAZARDOUS MATERIALS

Client represents that Client has made a reasonable effort to evaluate whether hazardous materials, including gases, are on or near the project site, and that Client has informed NTH of Client's findings relative to the possible presence of such materials. Hazardous materials may exist at a site where NTH has no reason to believe they could or should be present. NTH and Client agree that the discovery of unanticipated hazardous materials constitutes a changed condition mandating a renegotiation of NTH's scope of services or allowing NTH to terminate its services, at NTH's sole discretion. NTH and Client agree that hazardous materials

PROJECT NO: 22000733

DATE: May 30, 2023

may make it necessary for NTH to take immediate measures to protect health and safety. Client agrees to indemnify NTH fully (as set forth below) and compensate NTH for any liability of any nature, equipment decontamination and other costs incident to the discovery of hazardous materials.

NTH agrees to notify Client when hazardous materials or suspected hazardous materials are encountered. Client agrees to make any disclosures required by law to the appropriate government agencies. Client also agrees to hold NTH harmless for any and all consequences of any required disclosures made by NTH. If Client does not own the project site, it is Client's responsibility to inform the property owner of the discovery of hazardous materials or suspected hazardous materials.

Notwithstanding any other provisions of the agreement, Client waives any claim against NTH for losses, damages, liabilities, and costs (including, without limitation, court costs and attorneys' fees) arising out of, or in any way connected with, the presence, discharge, release, escape, or reporting of hazardous materials or suspected hazardous materials, including, but not limited to, any costs created by delay of the project and any cost associated with possible reduction of the property's value. Further, to the maximum extent permitted by law, Client agrees to defend, indemnify, and save NTH harmless from any claims, losses, damages, liabilities, and costs (including, without limitation, court costs and attorneys' fees) arising out of, or in any way connected with, the presence, discharge, release, escape, or reporting of hazardous materials or suspected hazardous materials, including, but not limited to, any costs created by delay of the project and any cost associated with possible reduction of the property's value. Client will be responsible for proper disposal of any samples secured by NTH which NTH deems to be contaminated.

BIOLOGICAL POLLUTANTS

Unless specifically stated in its proposal, NTH's scope of services does not include the investigation or detection of the presence of any Biological Pollutants in or around any structure. Client agrees that NTH shall have no liability for any claim regarding bodily injury or property damage alleged to arise from or be caused by the presence of or exposure to any Biological Pollutants in or around any structure. In addition, Client shall defend, indemnify, and hold harmless NTH from any third-party claim for damages alleged to arise from or be caused by the presence of or exposure to any Biological Pollutants in or around any structure, except for damages arising from or caused by NTH's sole negligence. The term "Biological Pollutants" includes, but is not limited to, molds, fungi, spores, bacteria, and viruses, and the byproducts of any such biological organisms.

UTILITIES

In the execution of its services, NTH will take reasonable precautions to avoid damage or injury to subterranean structures or utilities made known to NTH by Client or a public utility locating service. Client agrees to hold NTH harmless for any damages to subterranean structures that are not called to NTH's attention and correctly shown or described on the documents furnished.

NON-SOLICITATION

Client agrees that during the course of its engagement with NTH and for a period of one (1) year after that relationship ends, regardless of the reason for separation, Client will not, directly or indirectly, either as an owner, employee, salesperson, consultant, director, independent contractor or in any other capacity, solicit, entice, induce or encourage any employee to leave employment with NTH.

OWNERSHIP OF DOCUMENTS

All reports, drawings, plans, specifications, field data, field notes, calculations, estimates and other documents prepared by NTH, as instruments of service, shall be for the Client's use only on this project and shall remain NTH's property. Electronic data, including, but not limited to, CADD drawings, databases, word processor documents, and/or spreadsheets, are provided as an accommodation only. Paper documents are the contract deliverables.

Client assumes the risk that electronic data may differ from the paper deliverables, due to inaccurate translations or unreadable files. Further, Client agrees to hold harmless and indemnify NTH for any changes or modifications made by others to the electronic data. Client agrees that all reports and other work product furnished to the Client or its representatives, will be returned upon demand and will not be used by the Client for any purpose whatsoever, unless otherwise specifically agreed by NTH. NTH will retain records relating to the services performed that NTH decides to retain in its sole discretion for a period of five (5) years following submission of the report, during which period the records will be made available to the Client at reasonable times for a reasonable fee.

INVOICING

Invoices will be submitted to the Client monthly and a final invoice will be submitted upon completion of NTH's services. Each invoice is due upon presentation, and is past due thirty (30) days from invoice date. Client agrees to pay the time-price differential of 1 1/2% per month on past due accounts, plus any costs and attorney fees incurred in recovering the late payment. NTH reserves the right to suspend or terminate services under this agreement upon failure of Client to pay NTH's invoices when due.

RESOLUTION OF DISPUTES

All claims, disputes and other matters in controversy arising out of or in any way related to this agreement shall be submitted to non-binding mediation through and in accordance with the mediation rules of the American Arbitration Association as a condition precedent to any litigation or arbitration.



TIME TO BRING CLAIMS, JURISDICTION, VENUE, CHOICE OF LAW

Client agrees that any claims it may have and its right to pursue any such claims under this agreement with NTH, whether the existence of any such claims is discovered or not, shall expire the earlier of two (2) years following the completion of NTH's services under this agreement, or the expiration of any applicable statutes of limitations or statute(s) of repose, whichever is earlier. The Parties agree that any legal proceedings between the Parties shall exclusively be brought, at NTH's sole discretion, in either arbitration in Michigan pursuant to the American Arbitration Association Construction Rules or in a Michigan court. Should NTH select the legal proceedings to be in a Michigan court, then the Parties agree to a bench trial, and hereby waive any right to a trial by jury.

Client agrees to submit to the jurisdiction of the courts of Michigan and waives any and all defenses based upon lack of personal jurisdiction, forum non-conveniens and the like. Client and NTH further agree that the prevailing party will be entitled to recover all reasonable costs incurred in any such legal proceedings (including upon appeal and for enforcement of any judgment), including NTH staff time charges (if NTH is the prevailing party), court costs, attorneys' fees and other claim related expenses, subject only to the foregoing limitation of liability. Should neither party prevail on all of their claims or receive all of the relief they sought, then the substantially prevailing party shall be awarded such fees and costs. Client acknowledges and understands that the foregoing presumes that Client has first satisfied the non-binding mediation requirement set forth in Resolution of Disputes, above. No time limitation set forth in this Time To Bring Claims, Jurisdiction, Venue, Choice of Law provision shall be extended or tolled for any period of time by Client's failure to satisfy the Resolution of Disputes provision, or by any ongoing non-binding mediation between Client and NTH pursuant to the Resolution of Disputes provision.

TERMINATION

This agreement may be terminated by either party upon seven (7) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof. Such termination shall not be effective if that substantial failure has been remedied before expiration of the period specified in the written notice. In the event of termination, NTH shall be paid for services performed to the termination notice date plus reasonable termination expenses. Client agrees that a substantial failure to perform shall include failure fully to pay an invoice within fourteen days of the date payment is due.

In the event of termination, or suspension for more than three (3) months, prior to completion of all reports contemplated by this agreement, NTH may complete such analyses and records as are necessary to complete its files and may also complete a report on the services performed to the date of notice of termination or suspension. The expenses of termination or suspension shall include all NTH's direct costs in completing such analyses, records and reports.

NON-ASSIGNMENT

Client shall not assign any of its duties, rights and interest in this agreement without the prior written consent of NTH. Nothing in this agreement shall be construed to create, impose or give rise to any duty owed by NTH to any third party. All duties undertaken under this agreement by NTH are for the sole and exclusive benefit of Client. There are no intended third-party beneficiaries of this agreement or of the services to be performed by NTH under this agreement. Should a court find otherwise, it is the intent of the parties that such third-party beneficiary be bound by and subject to all of the terms and conditions of this agreement.

OTHER DOCUMENTS/CONTRACT MERGER

Client agrees that these General Conditions shall prevail over any conflicting provisions of any other documents that may be considered to be part of this agreement. This agreement shall include the proposal to which these General Conditions are attached or in which reference is made to these General Conditions, together with all other documents attached to such proposal and referenced in such proposal as being a part of the basis upon which NTH has agreed to undertake professional services. All other understandings, discussions, agreements, proposals, correspondence, electronic mail and other communications of any descriptions pre-existing this agreement are merged into and superseded by this agreement. This agreement constitutes the parties' complete, entire and final understanding of the subject matter of this agreement.

SEVERABILITY

If any provisions of this agreement are found to be void or unenforceable for any reason, the remainder of this agreement shall continue in full force and effect, and the court shall attempt to judicially reform the void or unenforceable provisions to the maximum extent possible, consistent with the intent evidenced by the provisions, to render it valid and enforceable. If the court is unable to reform the provisions, the court shall strike only those provisions which are invalid or unenforceable, and this agreement shall then be construed without reference to the void or unenforceable provisions.

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

The Mayor and City Council appreciate your willingness to serve the City of Portland. The purpose of this application form is to provide the Mayor and City Council with information about residents who wish to be considered for appointment to a City Board or Commission. This information will be used by the Mayor and City Council to evaluate candidates. This information is also available for public review.

Please print your responses

Date: 5/26/2020

Name: TOD ALBERTA

Address: 8560 CHICORY LN

Telephone No. [REDACTED]

E-mail address: [REDACTED]

Employer PORTLAND PRODUCTS, INC. Telephone No. [REDACTED]

How long have you lived in the City of Portland? I DO NOT LIVE IN THE CITY OF PORTLAND, BUT DO LIVE IN PORTLAND TWP. AND WORK IN THE CITY.

Please mark your choice(s). If you mark more than one, rank your choices by number, with 1 being your first choice, 2 being your second choice, etc.

- Board of Review
- Building Board of Appeals
- District Library Board
- Downtown Development Authority
- Economic Development Corporation Board
- Light and Power Board - CURRENT MEMBER, SINCE DEC 2017
- Parks & Recreation Board
- Planning Commission
- Portland Area Municipal Authority
- Tree Management Commission
- Zoning Board of Appeals
- Portland Area Fire Authority

Please tell us about your qualifications. You may respond on a separate sheet of paper. You may also include other information, such as a resume, if you wish.

Education

Are you a high school graduate?

YES, PORTLAND HIGH SCHOOL

College, University, or other school. State name and degree, certificate, etc., earned.

DAVENPORT COLLEGE, BACHELORS, BUSINESS
ADMINISTRATION

Professional and work experience

PRESIDENT & CEO OF PORTLAND PRODUCTS, INC.

Community activities, interests, and service

References (optional) Please provide name, address, and telephone number.

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Please print your responses

Date: 5/11/23

Name: Amanda Johnston

Address: 410 James St

Telephone No. 517 290 3428

E-mail address mandy.johnston@gmail.com

Employer MSU

Telephone No. _____

How long have you lived in the City of Portland? 9 years

Please mark your choice(s). If you mark more than one, rank your choices by number, with 1 being your first choice, 2 being your second choice, etc.

- Board of Review
- Building Board of Appeals
- District Library Board
- Downtown Development Authority
- Economic Development Corporation Board
- Light and Power Board
- Parks & Recreation Board
- Planning Commission
- Portland Area Municipal Authority
- Tree Management Commission
- Zoning Board of Appeals
- Portland Area Fire Authority

Please tell us about your qualifications. You may respond on a separate sheet of paper. You may also include other information, such as a resume, if you wish.

Education

Are you a high school graduate?

Yes

College, University, or other school. State name and degree, certificate, etc., earned.

Michigan State University

Professional and work experience

Photographer

Realtor

Research Admin MSU

Community activities, interests, and service

PHS Band Boosters

Portland Civic Players Volunteer

Planning Commission

City Council

Girl Scouts Volunteer

References (optional) Please provide name, address, and telephone number.

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

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Please print your responses

Date: 5.11.23

Name: WILLIAM ROESER

Address: 302 RIVERS EDGE LN / PO BOX 561

Telephone No. 517 490-8999

E-mail address roeser.william@gmail.com

Employer RETIRED

Telephone No.

How long have you lived in the City of Portland? 11 YEARS

Please mark your choice(s). If you mark more than one, rank your choices by number, with 1 being your first choice, 2 being your second choice, etc.

- Board of Review
- Building Board of Appeals
- District Library Board
- Downtown Development Authority
- Economic Development Corporation Board
- Light and Power Board
- Parks & Recreation Board
- Planning Commission
- Portland Area Municipal Authority
- Tree Management Commission
- Zoning Board of Appeals
- Portland Area Fire Authority

Please tell us about your qualifications. You may respond on a separate sheet of paper. You may also include other information, such as a resume, if you wish.

Education

Are you a high school graduate? YES

College, University, or other school. State name and degree, certificate, etc., earned.

WESTERN MICH. BBA 1978

UNIVERSITY OF WISCONSIN - MADISON MAB 1980 - 1987

Professional and work experience

MOSTLY HEALTH CARE ADMINISTRATION 1972 - 2019

USAF, AND MULTIPLE HEALTH SYSTEMS

SPARROW HEALTH SYSTEM FROM 2003 - 2019

Community activities, interests, and service

ROTARY CLUBS 1990 - 2019

References (optional) Please provide name, address, and telephone number.

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

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Please print your responses

Date: 5-14-23

Name: Jason Williamson

Address: _____

Telephone No. _____

E-mail address _____

Employer SELF

Telephone No. 231-598-9999

How long have you lived in the City of Portland?

Please mark your choice(s). If you mark more than one, rank your choices by number, with 1 being your first choice, 2 being your second choice, etc.

- Board of Review
- Building Board of Appeals
- District Library Board
- Downtown Development Authority
- Economic Development Corporation Board
- Light and Power Board
- Parks & Recreation Board
- Planning Commission
- Portland Area Municipal Authority
- Tree Management Commission
- Zoning Board of Appeals
- Portland Area Fire Authority

Please tell us about your qualifications. You may respond on a separate sheet of paper. You may also include other information, such as a resume, if you wish.

Education

Are you a high school graduate?

College, University, or other school. State name and degree, certificate, etc., earned.

Professional and work experience

Community activities, interests, and service

References (optional) Please provide name, address, and telephone number.

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

The Mayor and City Council appreciate your willingness to serve the City of Portland. The purpose of this application form is to provide the Mayor and City Council with information about residents who wish to be considered for appointment to a City Board or Commission. This information will be used by the Mayor and City Council to evaluate candidates. This information is also available for public review.

Please print your responses

Date: 5-11-23

Name: Pam Huber

Address: 559 Lyons Rd

Telephone No. 517-331-2225

E-mail address troutchaser48890@gmail.com

Employer retired

Telephone No. ~~517~~

How long have you lived in the City of Portland? 7+ yrs

Please mark your choice(s). If you mark more than one, rank your choices by number, with 1 being your first choice, 2 being your second choice, etc.

- Board of Review
- Building Board of Appeals
- District Library Board
- Downtown Development Authority
- Economic Development Corporation Board
- Light and Power Board
- Parks & Recreation Board
- Planning Commission
- Portland Area Municipal Authority
- Tree Management Commission
- Zoning Board of Appeals
- Portland Area Fire Authority

Please tell us about your qualifications. You may respond on a separate sheet of paper. You may also include other information, such as a resume, if you wish.

Education

I have served on library board for 3 yrs and have enjoyed contributing my business & people skills to the board.

Are you a high school graduate?

yes

College, University, or other school. State name and degree, certificate, etc., earned.

2 yrs LCC

Professional and work experience

30+ yrs as CEO of Farm Bureau
Fam. Cr. Un., 14 yrs as corporate
banker

Community activities, interests, and service

Mt Hope Church - SS teacher, musician, mentor
to young women, served on Lib. Bd. for 3 yrs

References (optional) Please provide name, address, and telephone number.

see previous form

Pastor Joe Dobbie
Mt Hope Church

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

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Please print your responses

Date: 5/19/23

Name: PATRICK FITZSIMMONS

Address: 122 BLOSSOM DR,

Telephone No (517) 652-4636

E-mail address pwfitz1980@gmail.com

Employer USDA

Telephone No. _____

How long have you lived in the City of Portland?

Please mark your choice(s). If you mark more than one, rank your choices by number, with 1 being your first choice, 2 being your second choice, etc.

- Board of Review
- Building Board of Appeals
- District Library Board
- Downtown Development Authority
- Economic Development Corporation Board
- Light and Power Board
- Parks & Recreation Board
- Planning Commission
- Portland Area Municipal Authority
- Tree Management Commission
- Zoning Board of Appeals
- Portland Area Fire Authority

Please tell us about your qualifications. You may respond on a separate sheet of paper. You may also include other information, such as a resume, if you wish.

Education

Are you a high school graduate?

College, University, or other school. State name and degree, certificate, etc., earned.

Professional and work experience

Community activities, interests, and service

References (optional) Please provide name, address, and telephone number.

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

Held on Monday, April 24, 2023
In the Council Chambers at City Hall

Members Present: Grimminck, Barnes, Gorman, Ward, Briggs, Williamson, Madarang

Members Absent: None

Staff: Director ConnerWellman, City Clerk Miller

Guests: April Vogl of Om's Garden

Chair Grimminck called the meeting to order at 7:00 P.M.

Motion by Barnes, supported by Williamson, to approve the agenda as presented.
All in favor. Adopted.

There was no Public Comment.

Motion by Madarang, supported by Williamson, to approve the minutes of the March 27, 2023, as presented.
All in favor. Adopted.

Motion by Williamson, supported by Madarang, to approve the April 2023 Treasurer's Report as presented.
All in favor. Adopted.

Under Progress on Projects and Work Plans, the Board members reported on their assigned sections of the TIF Update Webinar.

Under Old Business, Member Briggs provided information on her assigned section of the Succession Planning for the Board Webinar.

Under New Business, Director ConnerWellman proposed a revised date of May 31, 2023, for the Façade Pitch Competition.

Motion by Barnes, supported by Williamson, to approve the date change to May 31, 2023, for the Façade Pitch Competition.
All in favor. Adopted.

Director ConnerWellman presented information on a Mural Proposal as recommended by TEAM Work.

City Manager Gorman noted he is working to flesh out this proposal with the Sign Ordinance.

There was discussion.

Director ConnerWellman presented an Expired Funds Policy for the Portland Prime program.

There was discussion.

Director ConnerWellman provided the TIF update timeline of approximately six months as recommended by both Dickinson Wright and Mission North.

City Manager Gorman noted there should be some flexibility with the timeline.

Motion by Williamson, supported by Briggs, to approve the TIF update timeline and move forward with the same.

All in favor. Adopted.

Director ConnerWellman noted the DDA was not awarded the RAP Revitalization & Placemaking Grant in the first round. A recommendation was made to eliminate the private properties from the application and focus on the Kent Street streetscape at 103 W. Grand River Ave. to raze the building and clean up the property in the next round of funding.

Director ConnerWellman noted very few sponsorships have been received for the fireworks this year. She encouraged the board members to network with their connections to acquire more funding for the event.

Director ConnerWellman presented a map for the proposed expanded area for Beerfest this year. She further noted the proposed plan has been discussed with both the Parks & Recreation and Police Departments.

Motion by Williamson, supported by Madarang to approve the proposed map for the expansion of the Beerfest event.

All in favor. Adopted.

Under the Director’s Report, Director ConnerWellman presented her downtown report.

Under Board Member Comments, City Manager Gorman provided updates on City-related business.

An open house will be held April 25, 2023, at Portland Federal Credit Union to recognize the retirement of CEO Harvey Hoskins.

The Garden Club’s Annual Geranium Sale is underway; pickup will be held May 11, 2023.

The National Day of Prayer is Thursday, May 4, 2023, and will be recognized with a prayer event at the Red Mill Pavilion at 7:00 P.M.

The Historical Society will hold a Spring Into the Past event at the Red Mill on May 6-7, 2023.

Motion by Williamson, supported by Madarang, to adjourn the meeting at 8:07 P.M.

All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary

CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

May 19, 2023
April 1-30, 2023

| | |
|--------------------------|-----------|
| Kwh Consumed | 2,542,549 |
| DIESEL PRODUCTION | 0 |
| HYDRO GENERATION | 43,130 |

| | | | |
|----------------------------|------------------|---------------------------|----------------------|
| Total Kwh Purchased | 2,499,419 | Total Dollars Paid | \$ 217,324.37 |
|----------------------------|------------------|---------------------------|----------------------|

Kwh Billed

| | |
|-------------------------|------------------|
| Residential | 1,238,780 |
| Commercial | 680,971 |
| Large General | 650,760 |
| City St. Lites Metered | 8,691 |
| St. Lites Unmetered | |
| Rental Lights | |
| Demand | 2,003 |
| Total Kwh Billed | 2,581,205 |

Dollars Billed

| | |
|-----------------------------|----------------------|
| PCA Billed | \$ 46,585.66 |
| Residential | \$ 167,768.26 |
| Residential EO Charge | \$ 2,257.83 |
| Geothermal Discount | \$ (230.86) |
| Commercial | \$ 88,895.52 |
| Commercial/LG EO Charge | \$ 2,479.20 |
| Large General | \$ 56,394.52 |
| Large EO Charge | \$ 18.40 |
| City St. Lights Metered | \$ 805.57 |
| St. Lights Unmetered | \$ 1,543.05 |
| Rental Lights | \$ 234.34 |
| Demand | \$ 15,962.75 |
| Tax | \$ 14,350.11 |
| Total Dollars Billed | \$ 397,064.35 |

| | |
|-----------------------|---------------|
| Arrears after billing | \$ 11,845.19 |
| Penalties Added | \$ 1,756.07 |
| Arrears end of month | \$ 36,423.91 |
| Fuel Cost Billed | \$ 62,666.06 |
| Amount Collected | \$ 392,904.26 |
| Total Adjustments | \$ 2,209.65 |

Power Cost Adj. .01812

| | |
|------------------------|--------------|
| Residential Customers | 2,244 |
| Commercial Customers | 330 |
| Large General | 15 |
| Total Customers | 2,589 |

05/02/23



**CITY OF PORTLAND
May-23**

WATER DEPARTMENT REPORT

| MONTH | Apr-23 | PERIOD COVERED | April 1-31, 2023 |
|-----------------------|------------------|---------------------------------------|---------------------------------|
| Customers Billed | | Penalties Added | \$ 352.41 |
| City | 1,857 | Dollars Collected | \$ 52,472.42 |
| Rural | 24 | Arrears at end of Month | \$ 5,123.60 |
| Total Customers | 1,881 | Adjustments | \$ 458.05 |
| | | Gallons Pumped | 9,704,000 |
| | | Hydrant Flusing/Rental (unmetered) | 1,000,000 (hydrant flushing) |
| Gallons Billed | | Dollars Billed | |
| City | 6,963,267 | | \$ 55,170.89 |
| Rural | 133,850 | | \$ 1,876.63 |
| Total | <u>7,097,117</u> | | <u>\$ 57,047.52</u> |

SEWER DEPARTMENT REPORT

| | | | |
|-----------------------------|---------------|--------------------|---------------|
| Customers Billed | 1,801 | Dollars Billed | \$108,490.17 |
| | | Sewer Credit | \$ - |
| | | Total Sewer Billed | \$ 108,490.17 |
| Penalties Added | \$ 702.98 | | |
| Dollars Collected | \$ 101,484.79 | | |
| Arrears at end of Month | \$ 9,507.56 | | |
| Adjustments | \$ 335.02 | | |
| Gallons Treated per Million | 10.570 | | |



PORTLAND TOWNSHIP PLANNING COMMISSION

**PORTLAND TOWNSHIP
PO BOX 314
PORTLAND MI 48875**

TO:

Local governments and related agencies

FROM:

Portland Township Planning Commission

May 15, 2023

Subject: Portland Township Master Plan Update - Draft for Public Hearing

The 63 day review period has ended. The Planning Commission will now hold an official public hearing on June 7, 2023 at 7:00 pm at the Township Hall located in the Emergency Services building at 773 E Grand River Ave (left front end of the building) on the proposed updated Master Plan. Only after the public hearing will the Planning Commission adopt the final updated Master Plan.

Your comments and valued input are welcome. The Draft Master Plan is available to review on the Township website at www.portlandtownship.org on the Home page under Public Notices. The Planning Commission will consider all comments at the public hearing and may add more information from the comments.

When the final adopted Master Plan is complete, a link to the website will be sent to the same entities that this draft is sent to. If anyone would like the final adopted plan by emailed electronic PDF version or a paper copy, please let us know. Thank you.

Please direct all review comments or inquiries to:

Jeanne Vandersloot at zoningadmin@msn.com

or

Mail any comments to:

Portland Twp Planning Commission
PO Box 314
Portland MI 48875

Monthly Report

April Activity

- 911 Calls— **2070**
- Administrative Calls— **6172**
- Text to 911— **10**
- 911 Hang up Calls— **63**
- Calls for Service Initiated — **3436**

- Total Mental Health Calls — **46**
- Suicidal Calls — **13**
- 988 Calls Received — **0**
- 988 Calls Transferred — **0**
- CPR Performed — **4**
- Stroke Related Calls — **6**
- Child birth calls — **1**



Special Programs Available

Smart 911— Share Medical Information with your 911 call.

Smart911.com



What 3 Words— App that provides location information to a 10 meter square.

What3words.com



Unit Responses / Activities

- Law Enforcement— **2240**

- Fire— **352**

- EMS— **574**



| Call for Service Type | Amount | Call for Service Type | Amount |
|-------------------------------|---------------|-----------------------------------|---------------|
| 911 Hang up Call | 63 | Liquor / MIP | 1 |
| 988 Calls | 2 | Lost Property / Found | 11 |
| Abandoned Vehicle | 17 | MODP | 35 |
| Active Violence Incident | 0 | MED 1 | 232 |
| Alarm | 46 | MED 2 | 72 |
| Ambulance Transport | 90 | MED 3 | 115 |
| Assault | 16 | Medical Call / Amb Dispatch | 2 |
| Assist Jail | 1 | Mental Health | 46 |
| Assist Medical | 0 | Missing Person | 5 |
| Assist Other Agency | 20 | Motor Vehicle Theft / UDAA | 11 |
| Assist Outside Agency | 13 | Non Criminal | 48 |
| Bomb Threat | 0 | OWI / OUID | 20 |
| Burglary | 13 | PDA Traffic | 100 |
| Civil Dispute | 80 | Phone / Internet Harassment | 37 |
| Conservation / Wildlife | 28 | PIA Traffic | 23 |
| CSC - Criminal Sexual Conduct | 15 | PPO Violation | 10 |
| Disorderly Conduct | 58 | Property Check | 2 |
| Domestic Assault | 27 | Road Closure | 30 |
| DPW Request | 16 | Robbery / Hold up | 0 |
| Drugs | 9 | Structure Fire | 9 |
| Duplicate Call | 1 | Suspicious Situations | 200 |
| Family Abuse / Neglect | 23 | Test Call / System Test | 34 |
| Fire All Other | 48 | Thunder/Tornado Watch-Warning | 2 |
| Fireworks | 0 | Traffic Offense All Other | 152 |
| Follow Up | 16 | Traffic / Officer Stop | 832 |
| Fraud | 17 | Tree Down | 5 |
| General Assist | 141 | Trespassing | 25 |
| Grass / Wildland Fire | 9 | Vehicle Fire | 2 |
| Health & Safety / Animal | 115 | Verbal Domestic | 25 |
| Hit and Run | 9 | Vin Inspections / All Inspections | 11 |
| Homicide | 0 | Warrant Arrest / Fugitive | 30 |
| Juvenile Problems & Runaways | 40 | Weapons Offices All | 12 |
| Kidnapping | 2 | Wires Down / Arching | 7 |
| Larceny | 43 | Unclassified | 312 |

Central Dispatch Activity

- Our Ionia Career Center Oral Board Interviews took place, offering three students internships.
- Pagers for Fire Departments have been ordered
- Work continues with our remodel project, waiting to have the construction drawings completed so that it can go out to bid.
- Training attended: Natalie completed MPSCS train the trainer on 800 radio system.
- Director still working with NENA workgroups on 988 and VRS IP Relay.
- Bi-weekly calls for radio system infrastructure improvements continue, cold equipment install completed, waiting on frequencies.
- BOC approved proposal for Fire Radio Purchase – Radio equipment order has been placed. Waiting on MPSCS approval of Kenwood 8000 radio. Agency invoices prepared for additional radio costs.

Dispatcher's can only provide information to first responders that is provided to them by the reporting parties, often is in not complete or correct.

Inside 9-1-1 Focus Story

IONIA COUNTY BOARD OF COMMISSIONERS

**RESOLUTION OF APPRECIATION TO THE
IONIA COUNTY CENTRAL DISPATCH CENTER
TELECOMMUNICATORS
DURING NATIONAL TELECOMMUNICATORS
WEEK APRIL 9-15, 2023**

WHERE AS, the Ionia County Board of Commissioners has established a Consolidated Central Dispatch Emergency Dispatch Center; and

WHERE AS, President Bill Clinton, signed Proclamation 6667, April 12, 1994, Establishing National Public Safety Telecommunicators Week; and

WHERE AS, Ionia County Central Dispatch Telecommunicators (Central Dispatch Dispatchers & Supervisors) daily serve the citizens of Ionia County by answering their emergency calls for police, fire, and emergency medical services and by dispatching the appropriate assistance as quickly as possible; and

WHERE AS, Ionia County Central Dispatch Telecommunicators are the first and most critical contact our citizens have with emergency services; and

WHERE AS, Ionia County Central Dispatch

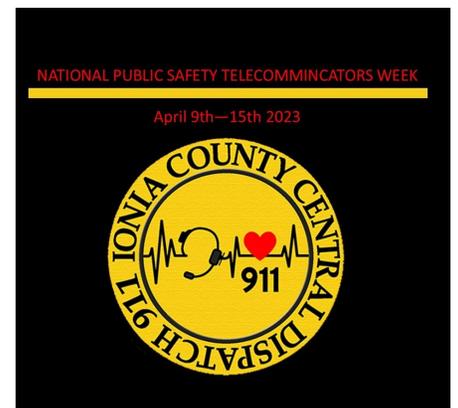
Telecommunicators are the single vital link for our Police Officers, Firefighters and EMS by monitoring their activities and providing them information to ensure their safety; and

WHERE AS, Ionia County Central Dispatch Telecommunicators are professionals who work to improve the emergency response capabilities of these communications through their knowledge and experience; and

WHERE AS, Ionia County Central Dispatch Telecommunicators have contributed substantially to the apprehension of criminals, suppression of fires, and treatment of the injured; and

WHERE AS, each Telecommunicator has exhibited compassion, understanding, and professionalism during the performance of their job in the past year.

THEREFORE, BE IT RESOLVED, that the Ionia County Board of Commissioners declares the week of April 9-15, 2023, to be National Public Safety Telecommunicators Week in Ionia County, in honor of the Ionia County Central Dispatch Telecommunicators for their crucial role in the protection of life and property, the Public Safety Agencies, and the Citizens of Ionia County.



Agency Individual Responses / Activity

Ionia County Central Dispatch

Mission: To enhance the quality of life in Ionia County for all people, providing professional, efficient, courteous, and responsive public safety communications.

Vision: To be the example for other Public Safety Dispatch Centers providing exceptional service.

Our Values: D.I.S.P.A.T.C.H.E.R.

D. Detail-oriented: Able to pay close attention, notice the minor details.

I. Innovative: Share new ideas that can improve ICCD for the better, embrace change.

S. Strong Work Ethic: Consistently performing our job to the best of our ability.

P. Professionalism: Communicating respectfully, effectively, and appropriately leading by example.

A. Adaptability: Flexibility, responding effectively to changes or various situations.

T. Teamwork: Work together toward a collective goal with good communication, patience, and dedication.

C. Caring: Feeling or showing concern for or kindness to others.

H. Honesty: Uprightness, fairness, truthfulness, sincerity, or frankness in communications and deeds.

E. Empathy: Connecting with someone, sensing people's emotions or feelings.

R. Respectful: Being appreciative, considerate, polite and gracious to all those we serve and serve with.

Ionia County Central Dispatch

545 Apple Tree Drive
Ionia MI 49946

EMERGENCY: 911

NON-EMERGENCY: (616) 527-0400

ADMINISTRATION: (616) 522-0911

Director: Lance Langdon, ENP
(616) 527-5611 llangdon@ioniacounty.org

Office Manager: Cathi Brodbeck
(616) 522-0911 cbrodbeck@ioniacounty.org

Supervisor: Kevin Booth
(616) 527-5613 kbooth@ioniacounty.org

Supervisor: Natalie Hearld
(616) 527-5612 nhearld@ioniacounty.org

Supervisor: Jeremiah Wittenbach
(616) 527-5617 nhearld@ioniacounty.org

FOIA Requests - 911 Records Only
Form available at: <http://ioniacounty.org/foia>

Send or Email to:
CentralDispatch@ioniacounty.org

Belding Fire—**66**

Berlin-Orange Fire— **27**

Clarksville Fire— **15**

Freeport Fire— **1**

Hubbardston Fire— **4**

Ionia Department Public Safety Fire— **83**

Lake Odessa Fire— **32**

Lyons-Muir Fire— **18**

Orleans Fire—**15**

Pewamo Fire— **11**

Portland Fire— **13**

Ronald Fire— **11**

Saranac Fire— **51**

Sunfield Fire— **5**

Life EMS— **476**

Portland EMS— **98**

Animal Control— **51**

Belding Police— **224**

Department of Natural Resources Law— **7**

Ionia County Sheriff's Office— **705**

Ionia Department Public Safety Law— **361**

Lake Odessa Police— **315**

Michigan State Police— **451**

Portland Police— **177**

IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
MAY 16, 2023 - 3:00 P.M.
101 WEST MAIN STREET
IONIA, MICHIGAN

THIS MEETING WILL BE HELD IN PERSON AND ZOOM

AGENDA

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Invocation**
- IV. Approval of Agenda**
 - A. Consideration of additional items
- V. Public Comment** (Three-minute time limit per-speaker – please state name/organization)
- VI. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting (s)
- VII. Unfinished Business**
 - A. Civil War Flag Preservation- Maurice Imhoff
- VIII. New Business**
 - A. Maximus Report-Casey Steffee
 - B. Road Millage Renewal Resolution-John Niemela
 - C. Resolution Authorizing Contract 22-5474 Potter Road Project- John Niemela
 - D. Request to approve fill Emergency Management Position with Sgt. Jacob Sommer-Sheriff Noll
 - E. Approval of Budget Amendments- Tim Dame
- IX. Department Reports**
 - A. Public Defender
 - B. Health Department
 - C. Animal Shelter
 - D. ICEA Annual Report
- X. Reports of Officers, Boards, and Standing Committees**
 - A. Chairperson
 - B. Board of Commissioners
 - C. County Administrator
- XI. Reports of Special or Ad Hoc Committees**

XII. Public Comment (3-minute time limit per speaker)

XIII. Closed Session

A. Discussion with Attorney about Labor Agreements with Dispatch Group

XIV. Adjournment

Board and/or Commission Vacancies

- Economic Development Corporation/Brownfield Redevelopment Authority – Four- three-year terms.
- Board of Public Works-Two-three-year terms
- Central Dispatch-One-two-year Emergency Medical Representative and one-two-year Township Board Representative
- Parks Advisory Board- One-Two-year term, Member-at-Large from Lyons Area
- Solid Waste Planning Committee-one-two-year term serving as industrial waste generator representative
- Area Agency on Aging of Western Michigan Advisory Council-one three year term

Appointments for consideration in the month of May 2023:

- NONE

Appointments for consideration in the month of June 2023:

- NONE

IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS MEETING
MAY 23, 2023 - 7:00 P.M.
101 WEST MAIN STREET
IONIA, MICHIGAN

THIS MEETING WILL BE HELD IN PERSON AND ZOOM

AGENDA

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Invocation**
- IV. Approval of Agenda**
 - A. Consideration of additional items
- V. Public Comment** (Three-minute time limit per-speaker – please state name/organization)
- VI. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting (s)
 - B. Approve per diem and mileage.
 - C. Approve payments of General Fund Payroll and accounts payable for the month of April 2023- \$ 1,316,689.22
 - D. Approve payments of Health Department payroll and accounts payable for the month of April 2023-\$118,813.47
 - E. Approve payments of Road Department payroll and accounts payable for the month of April 2023-\$ 860,306.07
- VII. Unfinished Business**
- VIII. New Business**
 - A. Request approval to seek Reimbursement from MDOT for professional engineer- John Niemela
 - B. Resolution Authorizing Contract 23-5208 Nash Highway Project-John Niemela
 - C. Request approval of Road Name Change Request-John Niemela
 - D. Resolution Authorizing a Claim for the Protecting MI Pension Grant-Tim Dame
 - E. Approval of Budget Amendment-Tim Dame
- IX. Department Reports**
- X. Reports of Officers, Boards, and Standing Committees**
 - A. Chairperson
 - B. Board of Commissioners
 - C. County Administrator

XI. Reports of Special or Ad Hoc Committees

XII. Public Comment (3-minute time limit per speaker)

XIII. Closed Session

A. Discussion about Labor Agreement

XIV. Adjournment

Board and/or Commission Vacancies

- Economic Development Corporation/Brownfield Redevelopment Authority – Four- three-year terms.
- Board of Public Works-Two-three-year terms
- Central Dispatch-One-two-year Emergency Medical Representative and one-two-year Township Board Representative
- Parks Advisory Board- One-Two-year term, Member-at-Large from Lyons Area
- Solid Waste Planning Committee-one-two-year term serving as industrial waste generator representative
- Area Agency on Aging of Western Michigan Advisory Council-one three year term

Appointments for consideration in the month of May 2023:

- NONE

Appointments for consideration in the month of June 2023:

- NONE

**IONIA COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS SPECIAL MEETING
MAY 26, 2023 - 8:00 A.M.
101 WEST MAIN STREET
IONIA, MICHIGAN**

THIS MEETING WILL BE HELD IN PERSON

AGENDA

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Invocation**
- IV. Approval of Agenda**
 - A. Consideration of additional items
- V. Public Comment** (Three-minute time limit per-speaker – please state name/organization)
- VI. Unfinished Business**
- VII. New Business**
 - A. Appointments to the Board of Public Works Board-3 year term
 - B. Correction of Ballot Language for the August 2023 Ballot
- VIII. Public Comment (3-minute time limit per speaker)**
- IX. Adjournment**

Board and/or Commission Vacancies

- Economic Development Corporation/Brownfield Redevelopment Authority – Four- three-year terms.
- Board of Public Works-Two-three-year terms
- Central Dispatch-One-two-year Emergency Medical Representative and one-two-year Township Board Representative
- Parks Advisory Board- One-Two-year term, Member-at-Large from Lyons Area
- Solid Waste Planning Committee-one-two-year term serving as industrial waste generator representative
- Area Agency on Aging of Western Michigan Advisory Council-one three year term

Appointments for consideration in the month of May 2023:

- NONE

Appointments for consideration in the month of June 2023:

- NONE

EXHIBIT A

**MILLAGE PROPOSITION
RENEWAL AND RESTORATION MILLAGE FOR
PRIMARY AND MAJOR ROADS, STREETS
AND BRIDGES WITHIN IONIA COUNTY**

For the purposes of funding construction of, and improvements and repairs to Primary and Major road, street, and bridge systems in the County of Ionia, including its cities and villages, at the same rate approved by the voters in 2018, shall the Constitutional limitation upon the total amount of taxes which may be assessed upon all property within the County of Ionia, Michigan, be renewed at the rate of 0.9867 mills, and restoration of the 0.0133 mills reduced by the Headlee Amendment, for a total increase of up to 1.0000 mill (\$1.00 per \$1,000 of taxable value) for a period of six (6) years (2024-2029) inclusive?

It is estimated that the levy of 1.000 mill will provide revenue of \$2,067,617.00 in the first calendar year of the levy. If approved, the revenues from this new additional millage will be allocated and distributed among the Ionia County Road Department for roads located in the townships, and the cities of Belding, Ionia and Portland, and the villages of Clarksville, Hubbardston, Lake Odessa, Lyons, Muir, Pewamo, and Saranac pursuant to the formula set forth in Public Act 133 of 1968, as amended. As required by state law, a portion of the millage may be captured by the downtown development authorities for the cities of Belding, Ionia, and Portland, the Village of Lake Odessa, and the Village of Lyons' and the City of Belding's tax increment finance authorities.

YES ___

NO ___

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
REVISED NOTICE OF HEARING
FOR THE ELECTRIC CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-21389**

- Consumers Energy Company requests Michigan Public Service Commission for authority to increase its rates for the generation and distribution of electricity and for other relief.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, MI 49201, 517-788-0550, for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company or on the Commission's website at: michigan.gov/mpscedockets.
- A pre-hearing will be held:

DATE/TIME: **Friday, May 26, 2023 at 10:00 AM**

BEFORE: **Administrative Law Judge Sally Wallace**

LOCATION: **Video/Teleconferencing**

PARTICIPATION: Any interested person may participate. Persons needing any assistance to participate should contact the Commission's Executive Secretary at (517) 284-8096, or by email at mpscedockets@michigan.gov in advance of the hearing.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company's (Consumers Energy) May 1, 2023 application requesting the Commission to: 1) authorize Consumers Energy to adjust its retail electric rates so as to provide additional revenue of \$216 million annually above levels established in Case No. U-21224 based on a projected 12-month test year ending February 28, 2025; 2) authorize Consumers Energy to adjust its existing retail electric rates so as to produce a rate of return on common equity of not less than 10.25%; 3) approve the proposed Demand Response (DR), Distribution Deferral, and Investment Recovery Mechanism surcharges; 4) approve Consumers Energy's pilot proposals, including the undergrounding and DR pilots; 5) approve modifications to the rates, rules, and regulations as proposed by Consumers Energy; 6) approve Consumers Energy's accounting requests and use of regulatory assets or regulatory liabilities, as needed, related to (a) the continued deferral of certain distribution capital spending until actual amounts are included in rates, (b) the deferred Service Restoration cost proposal, (c) regulatory asset treatment for the recovery of J. H. Campbell Units 1, 2, and 3 retention costs, (d) amortization of the D. E. Karn Units 1 and 2 decommissioning costs through 2031 and the Karn Units 1 and 2 and the Classic 7 ash disposal costs through 2029; (e) Defined Benefit Pension/OPEB; (f) underground pilot proposals; and 7) grant Consumers Energy other and further relief.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by May 19, 2023. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's attorney, Michael C. Rampe, One Energy Plaza, Jackson, MI 49201.

The prehearing is scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process to participate in the hearing.

Any person wishing to participate without intervention under Mich Admin Code, R 792.10413 (Rule 413), or file a public comment, may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. **U-21389**. Statements may be emailed to: mpscedockets@michigan.gov. Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Requests for adjournment must be made pursuant to Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

The Utility Consumer Representation Fund has been created for the purpose of aiding in the representation of residential utility customers in various Commission proceedings. Contact the Chairperson, Utility Consumer Participation Board, Department of Licensing and Regulatory Affairs, P.O. Box 30004, Lansing, Michigan 48909, for more information.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, R 792.10106 and R 792.10401 through R 792.10448.

Consumers Energy will be hosting a Public Open House on May 15, 2023 from 4:00 pm – 7:00 pm at the Baxter Community Center, 935 Baxter Street SE, Grand Rapids, Michigan, 49506. This Public Open house is designed to provide customers the opportunity to learn about, ask questions and provide input on the Case No. U-21389 rate case, the filing process, and main drivers of the proposed case, and learn about Company programs designed to help customers lower bills and receive information about customer assistance, energy waste reduction, and renewable energy.