



CITY OF PORTLAND

2024 ANNUAL REPORT





April 21, 2025

Dear Portland City Council:

Enclosed in this document is the Annual Report from each department within the City of Portland, presented in the same format as in previous years. This report highlights the key services delivered by the City and its dedicated employees throughout 2024.

Our goal remains to provide the highest quality service to the residents of our community, and this report reflects our continued commitment to that mission.

Sincerely,

A handwritten signature in blue ink that reads "Nikki Miller". The signature is fluid and cursive, with the first name "Nikki" being more prominent than the last name "Miller".

Nikki Miller
City Clerk

Index

Management Discussion & Analysis	1-10
Council Action Recap	11-17
Election Report	19-24
Income Tax Report	25
Tax Levy Report	27
Assessor's Report.....	29
Community Clean-Up Summary	31
Building Permit Report	33
Sewer Revenue Report.....	35
Wastewater Operations Report	37-51
Water Revenue Report.....	53
Water Production Report	55-56
DPW Report.....	57-61
Fleis & VandenBrink Engineering Report.....	63
Board of Light & Power Report.....	65-76
Parks & Cemetery Report	77-79
Recreation Report	81-92
Police Department Report.....	93-94
Ambulance Department Report	95-98
Work Order Recap	99
Zoning Board of Appeals Recap.....	101-102
Planning Commission Recap	103-104
DDA Recap.....	105-107

CITY OF PORTLAND MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the City of Portland (City), we offer readers of the City of Portland's financial statements this narrative overview and analysis of the financial activities of the City of Portland for the fiscal year ended June 30, 2024.

The following is a discussion and analysis of the City of Portland's (the City's) financial performance and position, providing an overview of the activities for the year ended June 30, 2024. This analysis should be read in conjunction with the *Independent Auditor's Report* and with the City's financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

Government-wide

- Total net position was \$33,185,681 (excluding component units).
- Governmental activities net position was \$15,833,762.
- Business-type activity net position was \$17,351,919.
- Component Unit net position was \$762,115.

Fund Level

- At the close of the fiscal year, the City's governmental funds reported a combined ending fund balance of \$5,278,099 with \$4,328,532 being nonspendable, restricted, committed or assigned for specific purposes and \$949,567 being unassigned.
- The General Fund realized \$171,002 more in revenues and other financing sources than anticipated for the fiscal year. The General Fund operations also expended \$299,935 less than appropriated when including other financing uses.
- Overall, the General Fund balance decreased by \$158,879.

Capital and Long-term Debt Activities

- The total additions to the capital asset schedules for the primary government were \$9,399,460, excluding reclassifications. Significant capital purchases during the year included the wastewater treatment plant, Kent Street improvements, police car, Board Walk improvements, Backhoe, and electric meters.
- The total long-term obligations for the primary government were \$18,566,825, a net increase of \$9,648,675 from the prior year. This increase was due to the debt taken on for the Wastewater Treatment Plant Improvements, 2023 John Deere Backhoe installment purchase agreement, and 2023 General Obligation bonds for the Electric Fund.
- The City remains well below its authorized legal debt limit. The City debt limit, as defined by statute, is 10% of the state equalized property values, which currently equals \$15,721,815

OVERVIEW OF THE FINANCIAL STATEMENTS

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

CITY OF PORTLAND MANAGEMENT'S DISCUSSION AND ANALYSIS

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

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

The Statement of Net Position (page 15) presents all of the City's assets, deferred outflows of resources, liabilities, and deferred inflows of resources, recording the difference between them as "net position". Over time, increases or decreases in net position measure whether the City's financial position is improving or deteriorating.

The Statement of Activities (page 16) presents information showing how the City's net position changed during 2023/2024. All changes in net position are reported based on the period for which the underlying events giving rise to the change occurs, regardless of the timing of related cash flows. Therefore, revenue and expenses are reported in these statements for some items that will only result in cash flows in future financial periods, such as uncollected taxes and earned but unused employee vacation leave.

Both statements report the following activities:

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

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

Because of the different basis of accounting between the fund statements (described below) and the government-wide statements, pages 18 and 20 present reconciliations between the two statement types.

CITY OF PORTLAND MANAGEMENT'S DISCUSSION AND ANALYSIS

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

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

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

The fund financial statements, which begin on page 17, provide information on the City's significant (major) funds, and aggregated nonmajor funds. A fund is a fiscal and accounting entity with a self-balancing set of accounts that the City uses to keep track of specific sources of funding and spending for a particular purpose. Traditional users of governmental financial statements will find the Fund Financial Statements presentation more familiar. The *basic financial statements* report major funds as defined by the Government Accounting Standards Board (GASB) in separate columns. Statement 34 defines a "major fund" as the General Fund, and any governmental or enterprise fund which has either total assets and deferred outflows of resources, total liabilities and deferred inflows of resources, total revenues or total expenditures/expenses that equal at least 10% of those categories for either the governmental funds or the enterprise funds *and* where the individual fund total also exceeds 5% of those categories for governmental and enterprise funds combined. The major funds for City of Portland include the General Fund, the City Income Tax Fund, the Major Street Fund, the Ambulance Fund, the Electric Light and Power System Fund, the Sewage Disposal System Fund, and the Water System Fund. All other funds are classified as nonmajor funds and are reported in aggregate by the applicable fund type.

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

- **Governmental Funds** - Most of the City's basic services are reported in the governmental funds. The focus of these funds is how cash and other financial assets that can be readily converted to cash, flow in and out during the course of the fiscal year and how the balances left at year-end are available for spending on future services. Consequently, the governmental fund financial statements provide a detailed short-term view that helps determine whether there are more or fewer financial resources that may be expended in the near future to finance the City's programs. Governmental funds include the *General Fund*, as well as *Special Revenue Funds* (use of fund balance is restricted, e.g., income tax, major street, local street, ambulance and recreation funds), *Capital Projects Funds* (used to report major capital acquisitions and construction, e.g., the Capital Improvement Fund - Street Projects), and *Debt Service Funds* (accounts for resources used to pay long-term debt principal and interest, e.g. the special assessments fund).

**CITY OF PORTLAND
MANAGEMENT'S DISCUSSION AND ANALYSIS**

- **Proprietary Funds** - Services for which the City charges customers (whether outside the City structure or a City department) a fee is generally reported in proprietary funds. Proprietary funds use the same accrual basis of accounting used in the government-wide statements and by private business. There are two types of proprietary funds. *Enterprise funds* report activities that provide supplies and/or services to the general public. An example is the Sewer Disposal System Fund. *Internal Service funds* report activities that provide supplies or service to the City's other operations, such as the Motor Pool Fund. Internal Service funds are reported as governmental activities on the government-wide statements.

Notes to the Financial Statements

The Notes to the Financial Statements provide additional information that is essential to a full understanding of the detail provided in the government-wide and fund financial statements. The Notes can be found beginning on page 27 of this report.

Required Supplementary Information

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

Other Supplementary Information

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

Other Supplementary Information also includes miscellaneous statistical data provided for additional analysis.

FINANCIAL ANALYSIS OF THE CITY AS A WHOLE

As previously stated, City of Portland's combined net position was \$33,185,681 at the end of this fiscal year's operations. The net position of the governmental activities was \$15,833,762; the business-type activities were \$17,351,919.

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

**CITY OF PORTLAND
MANAGEMENT'S DISCUSSION AND ANALYSIS**

Net Position as of June 30, 2024 and 2023

	Governmental Activities		Business-type Activities		Total Primary Government	
	2024	2023	2024	2023	2024	2023
ASSETS						
Current and Other Assets	\$ 6,552,907	\$ 5,965,356	\$ 12,825,102	\$ 9,008,975	\$ 19,378,009	\$ 14,974,331
Capital Assets	15,459,575	15,713,335	27,430,009	19,583,500	42,889,584	35,296,835
TOTAL ASSETS	22,012,482	21,678,691	40,255,111	28,592,475	62,267,593	50,271,166
DEFERRED OUTFLOWS OF RESOURCES	1,108,186	1,254,146	642,503	758,284	1,750,689	2,012,430
LIABILITIES						
Current Liabilities	1,265,325	500,473	2,607,756	3,651,196	3,873,081	4,151,669
Noncurrent Liabilities	5,715,045	5,685,972	20,760,215	11,476,696	26,475,260	17,162,668
TOTAL LIABILITIES	6,980,370	6,186,445	23,367,971	15,127,892	30,348,341	21,314,337
DEFERRED INFLOWS OF RESOURCES	306,536	344,543	177,724	208,318	484,260	552,861
NET POSITION						
Net Investment in Capital Assets	15,096,895	15,354,242	9,383,538	11,149,926	24,480,433	26,504,168
Restricted	779,930	1,044,733	1,493,027	1,299,025	2,272,957	2,343,758
Unrestricted	(43,063)	2,874	6,475,354	1,565,598	6,432,291	1,568,472
TOTAL NET POSITION	\$ 15,833,762	\$ 16,401,849	\$ 17,351,919	\$ 14,014,549	\$ 33,185,681	\$ 30,416,398

Changes in Net Position for the Fiscal Year Ending June 30, 2023 and 2024

The results of this year's operations for the City as a whole are reported in the condensed statement of activities, which shows the changes in net position for the fiscal years 2023/2024 and 2022/2023.

	Governmental Activities		Business-type Activities		Total	
	2024	2023	2024	2023	2024	2023
REVENUES						
Program Revenues						
Charges for Services	\$ 1,680,700	\$ 1,503,594	\$ 7,594,487	\$ 6,931,526	\$ 9,275,187	\$ 8,435,120
Grants and Contributions	721,257	673,597	2,607,260	-	3,328,517	673,597
General Revenues						
Property Taxes	1,458,802	1,370,972	-	-	1,458,802	1,370,972
State Shared Revenue	537,163	536,980	-	-	537,163	536,980
City Income Taxes	1,363,086	1,198,658	-	-	1,363,086	1,198,658
Local Community Stabilization	10,712	-	-	-	10,712	-
Investment Earnings	130,000	43,764	123,954	41	253,954	43,805
Miscellaneous	121,158	66,748	52,888	59,027	174,046	125,775
Transfers	(580,410)	266,348	580,410	(233,455)	-	32,893
TOTAL REVENUES	5,442,468	5,660,661	10,958,999	6,757,139	16,401,467	12,417,800
EXPENSES						
General Government	1,359,371	1,661,230	-	-	1,359,371	1,661,230
Public Safety	1,079,890	878,326	-	-	1,079,890	878,326
Public Works	1,987,355	765,527	-	-	1,987,355	765,527
Health and Welfare	1,119,818	938,629	-	-	1,119,818	938,629
Community and Economic Develop.	28,533	24,666	-	-	28,533	24,666
Recreation and Culture	425,284	372,268	-	-	425,284	372,268
Other	10,304	10,946	7,621,629	7,074,978	7,631,933	7,085,924
TOTAL EXPENSES	6,010,555	4,651,592	7,621,629	7,074,978	13,632,184	11,726,570
Increase (Decrease) in Net Position	\$ (568,087)	\$ 1,009,069	\$ 3,337,370	\$ (317,839)	\$ 2,769,283	\$ 691,230

**CITY OF PORTLAND
MANAGEMENT’S DISCUSSION AND ANALYSIS**

Governmental Activities

The result of 2023/2024 governmental activity was a decrease of \$568,087 in net position to \$15,833,762. Of the total governmental activities’ net position, \$15,096,895 is invested in capital assets less related debt, \$779,930 is reported as restricted, meaning these assets are legally committed for a specific purpose through statute, or by another authority outside the City government. The balance of (\$43,063) is listed as unrestricted, having no legal commitment.

Revenues

The three largest revenue categories were property taxes at 26.8%, charges for services at 30.9%, and city income taxes at 25.0%. The City levied a property tax millage for the year ended June 30, 2024, for general government operations at 12.5434 mills, with an additional 0.9910 mills for local streets. Charges for services, which reimburse the City for specific activities, examples include items such as ambulance fees, township fire fees, recreation fees and contributions, administrative charges, permits and motor pool equipment rental. The City income tax is set at 1% for residents and ½% for nonresidents that work in the City. It provided the third largest source of governmental activity revenue.

Expenses

Public works is the largest governmental activity, expending approximately 33.1% of the governmental activities total and includes public works departments (e.g, major and local streets). General government is the second largest governmental activity, expending approximately 22.6% of the governmental activities total. Health and welfare and public safety are the next largest governmental activities expending 18.6% and 18.0% of the governmental activities total, respectively.

Business-type Activities

Net position in business-type activities was increased by a net of \$3,337,370 during fiscal year 2023/2024. Of the business-type activities’ net position, \$9,383,538 is invested in capital assets net of related debt, \$1,404,987 is reported as restricted, meaning the net position is legally committed for a specific purpose through statute, or by another authority outside the City government. The balance of \$6,563,394 is listed as unrestricted, having no legal commitment.

FINANCIAL ANALYSIS OF THE CITY’S MAJOR AND NONMAJOR FUNDS

As the City completed 2023/2024, its governmental funds reported *combined* fund balances of \$5,278,099. The net changes are summarized in the following chart:

	General Fund	City Income Tax	Major Street Fund	Ambulance	Nonmajor Governmental Funds	Total Governmental Funds
Fund Balance 6/30/2023	\$ 2,213,780	\$ 2,235,908	\$ 430,268	\$ 209,946	\$ 425,859	\$ 5,515,761
Fund Balance 6/30/2024	\$ 2,054,901	\$ 2,419,500	\$ 385,832	\$ 130,985	\$ 286,881	\$ 5,278,099
Net Change	\$ (158,879)	\$ 183,592	\$ (44,436)	\$ (78,961)	\$ (138,978)	\$ (237,662)

**CITY OF PORTLAND
MANAGEMENT'S DISCUSSION AND ANALYSIS**

General Fund

The General Fund is the chief operating fund of the City. Unless otherwise required by statute, contractual agreement or Board policy, all City revenues and expenditures are recorded in the General Fund. As of June 30, 2024, the General Fund reported a fund balance of \$2,054,901. The 2023/2024 original budget was amended throughout the year as new information became available.

The General Fund 2023/2024 revenues and other financing sources were less than 2023/2024 expenditures and other financing uses by \$158,879 largely due to the increase in capital outlay expenditures by \$247,002 compared to the prior year. Actual revenues and other financing sources were more than what was budgeted by approximately \$171,002. The final amended budget planned for a \$629,816 reduction in fund balance.

General Fund Budgetary Highlights

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

The City's original General Fund revenue and other financing sources budget was remained during 2023/2024. Actual General Fund revenues and other financing sources totaled \$2,834,381; \$171,002 more than the final amended budget.

The City's original General Fund expenditures and other financing uses budget was increased by \$247,816 during 2023/2024. The increase can be partly attributed to the Capital Outlay functions as expenditures exceeded initial projections.

Actual City expenditures and other financing uses for 2023/2024 were \$299,935 below the amended budget. The additions to the original budget were offset by the projects getting pushed into the 2024/2025 fiscal year primarily due to timing of grants, being down one police officer, and decrease in nonbusiness permits.

City Income Tax Fund

As of June 30, 2024, the City Income Tax Fund reported a fund balance of \$2,419,500, an increase of \$183,592 from the prior year due to overall increase in residents' income. The fund balance is committed for street improvements. The City has used the income tax funds exclusively for the improvement of streets, sidewalks, curb, gutter, street lighting, parking areas, associated utilities and their appurtenances.

Major Street Fund

As of June 30, 2024, the Major Street Fund reported a fund balance of \$385,832, which is a decrease of \$44,436 from the prior year fund balance due to Kent Street improvement project.

Ambulance Fund

As of June 30, 2024, the Ambulance Fund reported a fund balance of \$130,985, which is a decrease of \$78,961 from the prior year fund balance due to a full time director position and being fully staffed.

**CITY OF PORTLAND
MANAGEMENT'S DISCUSSION AND ANALYSIS**

Enterprise Funds

As the City completed 2023/2024, its enterprise funds reported *combined* net position of \$17,351,919. This is a net increase of \$3,337,370 resulting from current year operations. The net changes are summarized in the following chart.

	Electric Light and Power System Fund	Sewage Disposal System Fund	Water System Fund	Nonmajor Enterprise Fund	Totals
Net Position 6/30/2023	\$ 8,209,453	\$ 2,132,492	\$ 3,650,782	\$ 21,822	\$ 14,014,549
Net Position 6/30/2024	\$ 7,997,105	\$ 5,301,216	\$ 4,032,937	\$ 20,661	\$ 17,351,919
Net Change	\$ (212,348)	\$ 3,168,724	\$ 382,155	\$ (1,161)	\$ 3,337,370

Electric Light and Power System Fund

As of June 30, 2024, the Electric Light and Power System Fund reported a net position of \$7,997,105, a decrease of \$212,348 from the prior year. Of the entire net position amount, \$2,033,061 is invested in capital assets, net of related debt, \$453,086 is restricted for utility reserve, \$35,182 is restricted for debt service, and \$5,475,776 is unrestricted.

Sewage Disposal System Fund

As of June 30, 2024, the Sewer Fund reported a net position of \$5,301,216 an increase of \$3,168,724 from the prior year. Of the entire net position, \$3,944,097 is invested in capital assets, net of related debt, \$916,719 is restricted, and \$440,400 is unrestricted.

Water System Fund

As of June 30, 2024, the Water System Fund reported a net position of \$4,032,937, an increase of \$382,155 from the prior year. Of the entire net position, \$3,406,380 is invested in capital assets, net of related debt and \$626,557 is unrestricted.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets - At the end of Fiscal Year 2023/2024 the City had invested \$42,889,584, and \$170,718 for the component units, net of accumulated depreciation, in a broad range of capital assets (see table below). Additional information related to capital assets is detailed in Note 6 of the Financial Statements.

**CITY OF PORTLAND
MANAGEMENT'S DISCUSSION AND ANALYSIS**

Net book value of capital assets of the primary government at June 30, 2024, was as follows:

	Governmental Activities	Business-type Activities	Totals
Land	\$ 1,199,132	\$ 301,163	\$ 1,500,295
Construction in Progress	968,162	13,914,412	14,882,574
Land Improvements, net	265,623	-	265,623
Buildings, net	179,816	5,397,694	5,577,510
Equipment and Furniture, net	1,607,886	1,051,610	2,659,496
Electric System Transmissions and Disbursement, net	-	2,493,454	2,493,454
Sewer Disposal System, net	-	1,333,160	1,333,160
Water System, net	-	2,938,516	2,938,516
Infrastructure: Streets and Bridges, net	11,238,956	-	11,238,956
	<u>\$ 15,459,575</u>	<u>\$ 27,430,009</u>	<u>\$ 42,889,584</u>

Outstanding Long-Term Obligations as of June 30, 2024:

Long-term Obligations - As of June 30, 2024, the City had \$18,566,825 in long-term obligations outstanding for the primary government. This level of net obligation is \$9,648,675 more than the obligation recorded as of June 30, 2023. A more detailed discussion of the City's long-term obligations is presented in Note 7 to the financial statements.

	Balance June 30, 2023	Change	Balance June 30, 2024
Primary Government			
Governmental Activities			
2016 Ambulance Installment Purchase Agreement (\$166,806)	\$ 25,834	\$ (25,834)	\$ -
2020 Street Sweeper contract payable	132,195	(31,921)	100,274
2022 Snow Plow contract payable	141,384	(34,175)	107,209
2023 John Deere Backhoe contract payable	-	115,411	115,411
2020 Heart Monitors contract payable	59,680	(19,894)	39,786
Accumulated compensated absences	77,234	24,772	102,006
Business-type Activities			
2020 Refunding Bonds (\$1,105,000)	870,000	(75,000)	795,000
2023 General Obligation Bonds - Electric (\$3,470,000)	-	3,470,000	3,470,000
2004 Water System Bonds (\$1,344,872)	159,872	(85,000)	74,872
2010 Sanitary Sewer System (\$2,900,000) (Build America Bonds)	2,343,000	(55,000)	2,288,000
2011 Sanitary Sewer System (\$840,000)	680,000	(16,000)	664,000
2022 Sanitary Sewer System (\$11,050,000)	4,380,702	6,171,526	10,552,228
Bond premiums	-	202,371	202,371
Accumulated compensated absences	48,249	7,419	55,668
	<u>\$ 8,918,150</u>	<u>\$ 9,648,675</u>	<u>\$ 18,566,825</u>

**CITY OF PORTLAND
MANAGEMENT'S DISCUSSION AND ANALYSIS**

CITY OF PORTLAND GOVERNMENT ECONOMIC OUTLOOK:

- State revenue sharing is expected to increase .5% for the City's fiscal year 2024-2025 based on State of Michigan revenue sharing estimates.
- The City has discontinued enrollment in its MERS B4 plan in an effort to contain future pension costs. All new hires will be enrolled in a MERS Hybrid pension plan in which the City's contribution is capped at 7% and employees must contribute 3%. Actual pension costs increased from \$715,664 to \$871,653, which reflects a 17% increase.
- The City is requiring all employees enrolled in the Defined Benefit plan contribute to their own pension plan. All employees will contribute 3% for the fiscal year 2024-2025.
- In 2022, Income Tax revenues increased to \$1,123,349 (11% increase), and in 2023 revenues increased to \$1,229,958 (8% increase), and 2024 revenues decreased to \$1,181,136 (4% decrease).
- The City's SEV increased from 2021 to 2022 to \$121,704,200 (6% increase). From 2022 to 2023, the SEV increased to \$130,111,336 (6.4% increase). From 2023 to 2024, the SEV increased to \$157,218,145. The outlook for the 2024-2025 SEV is expected to increase around 15% due to increased land values, economic conditions, and the inflation rate multiplier.

The City expects modest increases in income tax revenues. The City's ability to continue to provide a full range of high-quality municipal services coupled with its location along I-96 between two larger metropolitan markets supports a positive outlook for stability.

CONTACTING THE CITY

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



City of Portland

Portland, Michigan

2024 Annual Report

Of the City Council

The following information is a synopsis of the important decisions made by the City Council during the 2024 calendar year.

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

January

- The Council approved the terms of the MI Recreation Passport Grant Program Development Project Agreement for the River Trail Park Renovation.
- The Council approved the Mayor and Clerk to sign MDOT Contract No. 23-5475 for the Kent Street Improvement Project.
- The Council approved the purchase of a circuit breaker for the Grant Street Substation Project for the Electric Department.
- The Council approved payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.
- The Council confirmed the Mayor's appointment to the Board of Review.
- The Council adopted Ordinance 79B to amend Chapter 38, Article II, Section 38-74 entitled, "Traffic Ticket; Notice of Violation; Content" of the Codified Ordinances of the City of Portland.
- The Council approved the purchase of a new ambulance.
- The Council authorized the City Manager to negotiate the potential sale of property located at 1800 E. Grand River Ave.
- The Council approved an amended and restated Investment Policy for the City of Portland.
- The Council confirmed the Mayor's appointments to City Boards and Commissions.

February

- The Council approved a proposal from Wild Rose Machine, LLC to provide maintenance services for the municipal dam generator.
- The Council approved payment and a Release Agreement to Mayberry Homes, LLC for a portion of the cost to repair sewer lines that were improperly connected during construction.

- The Council authorized the Mayor to sign a permit for a fireworks display at Bogue Flats Recreation Area.
- The Council approved payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.
- The Council held its Goal Session for the Fiscal Year 2024-2025 Budget.
- The Council approved Fleis & VandenBrink's proposal to provide construction engineering services for the Kent Street Improvement Project.
- The Council approved Fleis & VandenBrink's proposal to provide design and construction engineering services for the River Trail Renovation Project.

March

- The Council authorized the Mayor and Clerk to sign an Ambulance Services Agreement with Sunfield Township and the Village of Sunfield.
- The Council authorized Green Street to be removed from the City's Act 51 Map.
- The Council approved authorizing Island Street to be removed from the City's Act 51 Map.
- The Council approved the submittal of an application for Local Bridge Program Funds for preventative maintenance of the Bridge Street Bridge over the Grand River.
- The Council approved payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.
- The Council approved the purchase of a GAP/VAX Combination Jet/Vacuum truck for the Wastewater Department.
- The Council approved a proposal from West Shore Services, Inc. for improvements to the City's warning siren system.
- The Council approved energy purchases through the Michigan Public Power Agency related to the White Tail Solar Project.
- The Council approved energy purchases through the Michigan Public Power Agency to secure electric power and energy for its present and future needs.
- The Council approved participation in the State bid process for winter road salt for 2024-2025.
- The Council approved amendments to the budget for Fiscal Year 2023-2024.

April

- The Council approved the execution of four Easement Agreements with Tri-County Electric Cooperative.
- The Council approved a Pension Waiver Application to be submitted to the Michigan Department of Treasury to establish a deficit elimination plan.
- The Council approved a State Disaster Fund Grant Resolution, due to the significant damage caused by severe weather on August 24, 2023.
- The Council approved Advanced Pavement Markings LLC's bid for 2024 street painting.
- The Council approved a Temporary Traffic Control Order related to parking and the Kent Street Reconstruction Project.

- The Council approved an agreement with HomeWorks Connect to provide fiber services to the City of Portland.
- The Council approved the Ambulance Service Agreement for the participating jurisdictions and the Care Plan Membership Agreement Form.
- The Council approved the Portland Area Fire Authority Budget for Fiscal Year 2024-2025.
- The Council approved the Adjusted Census Boundary Map and directed the City Manager to execute the Statement of Agreement for Adjusted Census Urban Boundary Establishment and Revision.
- The Council approved payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.

May

- The Council held a Budget Workshop to review the proposed Fiscal Year 2024-2025 Budget.
- The Council approved the purchase of a 2024 Chevrolet Silverado 2500 Truck for the Department of Public Works.
- The Council approved a proposal from Fleis & VandenBrink to provide professional services for assistance with EGLE's Technical, Managerial, and Financial Grant.
- The Council approved a proposal from Fleis & VandenBrink to provide professional services for assistance with the Wellhead Protection Program and New Well Site Evaluation.
- The Council approved payment to F&V Construction for work performed for the Wastewater Treatment Plant Improvement Project.
- The Council held a Public Hearing for the proposed Budget for Fiscal Year 2024-2025.
- The Council adopted the Annual Budget for Fiscal Year 2024-2025 and the Capital Improvement Plan.
- The Council approved a proposal from AECOM Technical Services, Inc. to provide FERC monitoring and reporting services for the Municipal Dam.

June

- Mayor Barnes presented proclamations to DPW/Cemetery employee Ryan Honsowitz, Police Officer Chris Walker, and Firefighter Jake Schafer, recognizing their heroic efforts during the fire at Edgemont Apartments on January 5, 2024.
- The Council accepted the proposal from the Pivot Group to provide services in the search for a new City Manager.
- The Council authorized the Mayor to sign an extension to the Exclusive Marketing Agreement with Martin Commercial Properties, Inc. to sell City owned property.
- The Council authorized the Mayor and Clerk to sign the Fourth Amendment to the First Amended Joint Fire and Emergency Services Agreement.

- The Council approved the Board of Light and Power's recommendation to designate the Electric Superintendent, Todd Davlin, as the Member Authorized Representative.
- The Council approved payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.
- The Council approved a motion to hire an Interim City Manager.
- The Council approved the scope of services from Pivot Group as written for services related to the process of hiring a new City Manager.
- The Council approved a contract with Douglas Terry to serve as Interim City Manager.
- The Council approved the execution of two Easement Agreements with Tri-County Electric Cooperative to install fiber lines and a fiber system.
- The Council approved the financing of a new ambulance for the Ambulance Department.
- The Council approved a revision to Council Policy 77-1 concerning Cemetery Rates.
- The Council approved amendments to the Fiscal Year 2023-2024 Budget.
- The Council confirmed the Mayor's appointments to various Boards and Commission.

July

- The Council approved an Electric Meter Opt-Out Policy for customers with concern that the Automated Meter Infrastructure (AMI) system poses health risks.
- The Council approved Pay Request No. 1 to the State of Michigan for work done on the Kent Street Improvement Project.
- The Council approved a proposal from VC3 to install a new server at City Hall.
- The Council confirmed the Mayor's appointments to various Boards and Commission.
- The Council approved the execution of two Easement Agreements with Tri-County Electric Cooperative.
- The Council approved the River Trail Renovation Project and awarded the project to CL Trucking & Excavating, LLC.
- The Council approved payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.
- The Council approved the lease/purchase of a new power cot, power loads, and a Lucas for the Ambulance Department.
- The Council held a work session to review candidates for the City Manager position.
- The Council held a Special Meeting to interview candidates for the City Manager position.

August

- The Council engaged the services of Labor Attorney David Revore, of McGinty, Hitch, Person, Anderson & Revore, P.C.

- The Council approved payment of legal services related to personnel issues provided by Dickinson Wright PLLC for the months of May and June.
- The Council approved Pay Request No. 2 to the State of Michigan for work done on the Kent Street Improvement Project.
- The Council approved Fleis & VandenBrink's invoice for construction engineering services for the Kent Street Improvement Project.
- The Council approved payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.
- The Council approved a proposal from GRP Engineering to provide services for the transition to a single voltage distribution system.
- The Council approved the purchase of transformers from ERMCO for the Electric Department.
- The Council approved the appointment of Finance Officer Tolan as the Officer Delegate to represent the City at the 2024 MERS Conference.
- The Council approved Fleis & VandenBrink's proposal to provide Bridge Inspection Services for 2024.
- The Council authorized the Mayor and Clerk to sign an agreement between Andrew Dymczyk and the City of Portland for service as the new City Manager.
- The Council approved payment to Dickinson & Wright PLLC for legal services related to personnel issues.
- The Council approved Fleis & VandenBrink's invoice for construction engineering services for the Kent Street Improvement Project.
- The Council authorized the Mayor and Clerk to sign a license agreement to permit holding a Haunted House at the Red Mill.
- The Council confirmed the Mayor's appointment of Mike Fox to the Board of Review.
- The Council approved the TMF Water Service Material Verification Project and awarded the project to Plummer's Environmental Services.

September

- The Council approved a contract with VC3 to provide IT services for the City of Portland.
- The Council approved the Michigan Public Power Agency's recommendation to authorize the Member Authorized Representative to sign the Amended and Restated Belle River Power Sales Agreement.
- The Council approved Pay Request No. 3 to the State of Michigan for work done on the Kent Street Improvement Project.
- The Council confirmed the Mayor's appointment of Rachele Breeden to the Board of Review.
- The Council authorized the Mayor and Clerk to sign a Wastewater Discharge Permit for THK Rhythm Automotive.
- The Council approved the Michigan Public Power Agency's recommendation to authorize the Member Authorized Representative to sign the Amended and Restated Belle River Project Support Contract.
- The Council approved Fleis & VandenBrink's invoice for construction engineering services for the Kent Street Improvement Project.

- The Council amended the budget for Fiscal Year 2023-2024.

October

- The Council approved a Traffic Control Order to establish a 30-minute Commercial Loading Zone on the south side of West Bridge Street between Kent Street and the Veterans Bridge crossing the Grand River.
- The Council approved Change Order No. 7 to the Design-Build Contract with F&V Construction for Wastewater System Improvements.
- The Council approved Pay Request No. 4 to the State of Michigan for work done on the Kent Street Improvement Project.
- The Council approved energy purchases through the Michigan Public Power Agency.
- The Council approved the purchase of a control panel for the Grant Street Substation Project for the Electric Department.
- The Council approved an opt-out of the Low-Income Energy Assistance Fund created by Public Act 95 of 2013.
- The Council approved a proposal from Newkirk Electric Associates to construct the Grant Street Substation for the Electric Department.
- The Council approved the purchase of a 2023 MTech Trailer Mounted Leaf Fac for the Department of Public Works.
- The Council approved payment to CL Trucking & Excavating for the River Trail Renovation Project.
- The Council approved payment to F&V Construction for work performed for the Wastewater Treatment Plant Project.

November

- The Council directed the City Manager to execute a settlement agreement and release with Bird Dog Real Estate, LLC and William Fabiano, to clarify expectations and obligations surrounding the Real Property Donation Agreement of 103 E. Grand River Ave. with a completed agreement brought back to City Council for ratification at the November 18, 2024 City Council meeting.
- The Council approved a Traffic Control Order restricting public parking in the City Hall parking lot, Maple Street parking lot, and Scout Park parking lot.
- The Council approved the financing of a 2023 MTech trailer mounted leaf vac for the Department of Public Works.
- The Council approved the Power Purchase Commitment between the City of Portland and the Michigan Public Power Agency authorizing the power purchase from Hart Solar.
- The Council approved a proposal from AECOM for environmental compliance obligations required by the Dam FERC License.
- The Council approved a proposal from Alpha Omega Utility Services for groundman safety training.
- The Council approved Pay Request No. 5 to the State of Michigan for work on the Kent Street Improvement Project.

- The Council confirmed the Mayor's appointment of Mike Fox to the Board of Light & Power.
- The Council approved Pay Request No. 1 to Plummer's Environmental for work done on the TMF Water Service Material Verification Project.
- The Council confirmed the Mayor's appointment of Lee Scheider to the Downtown Development Authority.
- The Council ratified the Settlement Agreement and Release with Bird Dog Real Estate, LLC and William Fabiano.

December

- Bill Tucker, CPA of Maner Costerisan presented the 2023/2024 Fiscal Year Audit.
- The Council accepted the Fiscal Year 2023/2024 Audit.
- The Council authorized a power purchase commitment with Nexterra Energy.
- The Council approved a proposal from Chop Tree Service for tree trimming services along Divine Hwy.
- The Council authorized Cook Brother's Excavation activities at 103 W. Grand River Ave.
- The Council authorized the purchase of 600-amp wire from Kendall Electric for electric repairs at 103 W. Grand River Ave.
- The Council approved Pay Request No. 6 to the State of Michigan for work done on the Kent Street Improvement Project.
- The Council approved an additional payment for the Electric Department to the Municipal Employees Retirement System (MERS) to reduce the City's Unfunded Actuarial Accrued Liability.
- The Council designated City Manager Andrew Dymczyk as the Street Administrator for the City of Portland.
- The Council amended the Budget for Fiscal Year 2023-2024.
- The Council approved 2025 City Council meeting dates.
- The Council designated City Manager Andrew Dymczyk as the City's Zoning Administrator.

Respectfully submitted,

Monique I. Miller, City Clerk

**Presidential Primary Election
February 27, 2024**

	Precinct #1	AVCB	City Total	% of vote	County Total	% of vote	State of MI	%
Democrat								
Joseph R. Biden, Jr.	42	182	224	27.69%	2,177	78.65%	620,426	33.07%
Dean Phillips	7	11	18	2.22%	106	3.83%	20,514	1.09%
Marianne Williamson	7	6	13	1.61%	106	3.83%	22,705	1.21%
Uncommitted	12	23	35	4.33%	379	13.69%	100,987	5.38%
Write In	0	0	0	0.00%	0	0.00%	0	0.00%
TOTAL	68	222	290	35.85%	2,768	25.43%	764,632	40.76%
Republican								
Ryan L. Binkley	2	3	5	0.62%	24	0.31%	2,346	0.13%
Chris Christie	1	0	1	0.12%	24	0.31%	4,758	0.25%
Ron DeSantis	3	4	7	0.87%	88	1.13%	13,364	0.71%
Nikki Haley	60	92	152	18.79%	1,863	23.98%	295,093	15.73%
Asa Hutchinson	0	1	1	0.12%	9	0.12%	1,076	0.06%
Vivek Ramaswamy	1	1	2	0.25%	26	0.33%	3,690	0.20%
Donald J. Trump	156	119	275	33.99%	5,501	70.81%	757,463	40.38%
Uncommitted	0	10	10	1.24%	234	3.01%	33,383	1.78%
Write In	0	0	0	0.00%	0	0.00%	0	0.00%
TOTAL	223	230	453	56.00%	7,769	71.39%	1,111,173	59.23%
PPS Operating Millage Renewal								
Yes	202	402	604	74.66%	1,627	72.47%		
No	91	91	182	22.50%	618	27.53%		
TOTAL	293	493	786	97.16%	2,245			
	Voters	Registered Voters		Voter Turnout				
Precinct #1	298			9.92%				
AVCB	511			17.02%				
TOTAL	809	3003		26.94%				
Ballots Cast					10,883		1,876,063	



**PRIMARY ELECTION
RESULTS
AUGUST 6, 2024**

RACE	PRECINCT	AVCB	CITY TOTAL	COUNTY	STATE
REPUBLICAN PARTY PRIMARY					
<u>U.S. SENATOR</u>					
Sandy Pensler	4	23	27	390	78,151
Mike Rogers	94	118	212	3,609	552,801
Justin Amash	25	60	85	2,291	131,936
Sherry O'Donnell	9	13	22	600	104,717
<u>REPRESENTATIVE FOR CONGRESS - 2nd DISTRICT</u>					
John Moolenaar	114	175	289	6,047	94,666
<u>REPRESENTATIVE IN STATE LEGISLATURE - 78th DISTRICT</u>					
Gina Johnsen	94	157	251	4,144	8,932
Jon Rocha	41	54	95	1,203	3,438
<u>PROSECUTING ATTORNEY - COUNTY</u>					
Kyle B. Butler	110	161	271	5,871	
<u>SHERIFF - COUNTY</u>					
Charlie Noll	114	160	274	5,971	
<u>CLERK - COUNTY</u>					
Greg Geiger	109	160	269	5,841	
<u>TREASURER - COUNTY</u>					
Judith A. Clark	111	159	270	5,822	
<u>REGISTER OF DEEDS - COUNTY</u>					
Tami Hewitt	112	158	270	5,816	
<u>DRAIN COMMISSIONER - COUNTY</u>					
Robert J. Rose	111	159	270	5,908	
<u>COUNTY COMMISSIONER - 7th DISTRICT</u>					
Terence M. Frewen	116	168	284	698	
<u>DELEGATE TO COUNTY CONVENTION</u>					
Doug Lefke	117	168	285	290	
DEMOCRATIC PARTY PRIMARY					
<u>STATE SENATOR</u>					
Hill Harper	6	26	32	309	218,603
Elissa Slotkin	53	221	274	2,412	700,875
<u>REPRESENTATIVE FOR CONGRESS - 2nd DISTRICT</u>					
Michael Lynch	54	226	280	2,414	39,327
<u>REPRESENTATIVE IN STATE LEGISLATURE - 78th DISTRICT</u>					
Christine M. Terpening	51	228	279	1,868	3,590
<u>DELEGATE TO COUNTY CONVENTION</u>					
Robert S. Lathers	53	215	268	272	

**PRIMARY ELECTION
RESULTS
AUGUST 6, 2024**

RACE	PRECINCT	AVCB	CITY TOTAL	COUNTY	STATE
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	Voters	Registered Voters	% Turnout
Precinct 1	197		
AVCB	499		
Total City of Portland	696	3,019	23.05%

Absentee Ballots 499 71% of voters were by Absentee Ballot



**GENERAL ELECTION
RESULTS
NOVEMBER 5, 2024**

RACE	PRECINCT 1	AVCB	CITY TOTAL	COUNTY	STATE	FEDERAL
PRESIDENT						
Kamala D Harris - Dem	375	567	942	11,338	2,730,320	72,372,932
Donald J. Trump - Rep	746	319	1,065	22,178	2,808,215	75,519,225
Chase Oliver - Lib	13	5	18	173	22,382	
Randall Terry - Tax	-	1	1	48	6,506	
Jill Stein - Grn	4	1	5	77	44,537	
Robert F. Kennedy Jr. - Law	8	4	12	170	26,737	
Joseph Kishore - No Party	1	-	1	16	2,331	
Cornel West - No Party	1	-	1	12	6,653	
UNITED STATES SENATOR						
Elissa Slotkin - Dem	370	554	924	11,253	2,706,623	
Mike Rogers - Rep	735	309	1,044	21,240	2,685,371	
Joseph Solis-Mullen - Lib	19	12	31	435	56,504	
Dave Stein - Tax	5	6	11	312	41,266	
Douglas Marsh - Grn	7	1	8	176	53,845	
Doug Dern - Law	5	3	8	136	18,734	
REPRESENTATIVE IN CONGRESS - 2ND DISTRICT						
Michael Lynch - Dem	333	518	851	10,181	135,654	
John Moolenaar - Rep	714	337	1,051	21,399	278,533	
Ben DeJong - Lib	35	8	43	693	7,003	
Scott Adams - Tax	20	7	27	575	6,508	
REPRESENTATIVE IN STATE LEGISLATURE - 78TH						
Christine M. Terpening - Dem	346	520	866	7,768	15,342	
Gina Johnsen - Rep	770	358	1,128	17,218	33,504	
MEMBER OF THE STATE BOARD OF EDUCATION - VOTE FOR 2						
Theodore Jones - Dem	310	476	786	9,423	2,408,755	
Adam Frederick Zemke - Dem	295	465	760	9,002	2,306,443	
Tom McMillin - Rep	643	317	960	19,735	2,470,002	
Nikki Snyder - Rep	657	334	991	19,824	2,500,327	
Scotty Boman - Lib	59	15	74	1,024	152,397	
Ted Gerrard - Tax	16	3	19	404	56,558	
Christine Schwartz - Tax	20	13	33	641	90,161	
Mary Anne Hering - Work	57	26	83	1,420	233,957	
REGENT OF THE UNIVERSITY OF MICHIGAN - VOTE FOR 2						
Denise Ilitch - Dem	320	487	807	9,745	2,506,254	
Shauna Diggs - Dem	295	450	745	9,257	2,344,927	
Carl Meyers - Rep	688	326	1,014	20,481	2,566,480	
Sevag Vartanian - Rep	578	290	868	17,920	2,251,222	
Andrew Chadderdon - Lib	55	12	67	1,160	156,741	
Donna Oetman - Tax	38	24	62	1,183	158,283	
TRUSTEE OF MICHIGAN STATE UNIVERSITY - VOTE FOR 2						
Rebecca Bahar-Cook - Dem	318	475	793	9,744	2,420,921	
Thomas Stallworth III - Dem	282	441	723	8,759	2,257,175	
Mike Balow - Rep	651	308	959	19,590	2,483,724	
Julie Maday - Rep	630	314	944	19,187	2,414,606	
Grant Baker - Lib	43	15	58	897	124,396	
Janet Sanger - Tax	20	26	46	783	106,080	
John Paul Sanger - Tax	14	9	23	558	72,710	
John Anthony LaPietra - Grn	17	9	26	410	100,515	

**GENERAL ELECTION
RESULTS
NOVEMBER 5, 2024**

RACE	PRECINCT 1	AVCB	CITY TOTAL	COUNTY	STATE	FEDERAL
GOVERNOR OF WAYNE STATE UNIVERSITY- VOTE FOR 2						
Rasha Demashkieh - Dem	281	430	711	8,721	2,289,144	
Mark Gaffney - Dem	288	452	740	9,114	2,299,268	
Michael Busuito - Rep	616	303	919	19,106	2,430,622	
Sunny Reddy - Rep	607	304	911	18,819	2,352,781	
Farid Ishac - Lib	41	7	48	626	91,438	
William Mohr II - Tax	19	11	30	602	70,519	
Sami Makhoul - Grn	16	8	24	312	79,878	
Suzanne Roehrig - Work	48	34	82	1,316	180,105	
Kathleen Oakford - Law	16	13	29	454	63,599	
PROSECUTING ATTORNEY						
Kyle Butler-Rep	859	472	1,331	25,142		
SHERIFF						
Charlie Noll - Rep	866	462	1,328	25,120		
CLERK						
Greg Geiger - Rep	853	457	1,310	24,886		
TREASURER						
Judith A. Clark - Rep	848	461	1,309	24,933		
REGISTER OF DEEDS						
Tami Hewitt - Rep	848	457	1,305	24,876		
DRAIN COMMISSIONER						
Robert J. Rose - Rep	842	456	1,298	24,894		
COUNTY COMMISSIONER - 7TH DISTRICT						
Terence M Frewen - Rep	863	475	1,338	3,600		
JUSTICE OF SUPREME COURT						
Andrew Fink	464	225	689	12,452		
Kimberly Ann Thomas	422	491	913	13,089		
JUSTICE OF SUPREME COURT - INCUMBENT POSITION						
Kyra Harris Bolden	454	496	950	12,588		
Patrick William O'Grady	429	221	650	12,779		
JUDGE COUT OF APPEALS - 3RD DISTRICT (INCUMBENT) - (2)						
Philip P Mariani	512	418	930	14,871		
Christopher P Yates	588	464	1,052	17,133		
JUDGE OF PROBATE COURT - INCUMBENT POSITION						
Robert S Sykes, Jr.	715	512	1,227	20,871		
PORTLAND PUBLIC SCHOOLS BOARD MEMBERS (2)						
Diane L Bissell	412	221	633	2,355		
John W Davids	397	216	613	2,449		
Patrick M Duff	576	596	1,172	3,494		
Brian D Pohl	488	512	1,000	3,045		
*Results not listed						
	Voters	Registered Voters	% Turnout			
Precint	1,155					
Early Voting Site	207					
AVCB	901					
Total City of Portland	2,263	3,028	74.7%			





January 2025

TO: City Council

FROM: Income Tax Administrator

RE: City Income Tax Annual Report

Revenues Received 12 months ending 12/31/2024:		\$	1,335,821
Less Refunds		\$	(109,611)
Net Revenues		\$	1,226,210
Less Administration Costs:		\$	(172,361)
Spendable Income for	2024	\$	1,116,599
	2023	\$	974,699
	2022	\$	902,825
	2021	\$	766,802
	2020	\$	708,558
	2019	\$	734,131
	2018	\$	746,274
	2017	\$	619,847
	2016	\$	743,058
	2015	\$	591,768
	2014	\$	598,360
	2013	\$	604,213
	2012	\$	558,346
	2011	\$	558,066
	2010	\$	530,510
	2009	\$	589,203

SPENDABLE INCOME FOR YEAR 1984-2024 \$ 22,379,790

Revenues for the year 2024 includes income from prior years, as follows:

2011-2020	\$	31,235
2021	\$	33,202
2022	\$	17,459
TOTAL:	\$	81,896

Net income tax collections for the year were up \$88,441 compared to the 2023 tax year. Administration costs were up \$9,291 resulting in a final increase in net revenues of \$141,900.

Respectfully submitted,

Mindy Tolan
Income Tax Administrator



2024 ANNUAL REPORT OF TAXES LEVIED IN THE CITY OF PORTLAND FOR THE PAST FIVE YEARS:

	2020	2021	2022	2023	2024
TTV - REAL	95,642,756	99,036,381	103,817,293	110,564,237	118,202,653
- PERSONAL	3,815,400	3,549,900	3,494,100	2,809,188	3,164,700
	99,458,156	102,586,281	107,311,393	113,373,425	121,367,353.00
*PARCEL COUNT	1880	1889	1887	1884	1887
MILLS LEVIED-SUMMER TAX					
CITY OF PORTLAND	13.5303	13.6574	13.5344	13.5344	13.4693
PORTLAND PUBLIC SCHOOLS-OPERA	18.0000	18.0000	18.0000	18.0000	18.0000
STATE EDUCATION TAX	6.0000	6.0000	6.0000	6.0000	6.0000
INTERMEDIATE SCHOOL DISTRICT	5.8671	5.8448	5.8136	5.8136	5.7632
IONIA COUNTY OPERATING	4.6265	4.5941	4.5711	4.5711	4.5537
MILLS LEVIED-WINTER TAX					
PORTLAND PUBLIC SCHOOLS-DEBT S	7.3500	7.3500	7.3500	7.3500	7.3500
LIBRARY	1.2308	1.2221	1.2159	1.2159	1.2112
LIBRARY DEBT	0.6300	0.6200	0.5700	0.0000	0.0000
SENIOR CITIZENS	0.4981	0.4946	0.4921	0.4921	0.4902
COUNTY ROADS	0.9987	0.9917	0.9867	0.9867	0.9962
TOTAL:	58.7315	58.7747	58.5338	57.9638	57.8338
DOLLARS LEVIED-SUMMER TAX					
CITY OF PORTLAND	1,341,848	1,398,930	1,448,058	1,534,427	1,616,461
PORTLAND PUBLIC SCHOOLS-OPERA	597,350	613,579	628,496	656,196	692,244
STATE EDUCATION TAX	591,778	612,550	640,306	680,236	720,066
INTERMEDIATE SCHOOL DISTRICT	581,857	598,682	622,926	659,100	691,645
IONIA COUNTY OPERATING ^	458,821	469,859	489,791	518,234	546,490
DOLLARS LEVIED-WINTER TAX					
PORTLAND PUBLIC SCHOOLS-DEBT S	728,922	752862	787,554	833,287	882,080
LIBRARY ^	122,063	125174	130,278	137,843	145,351
LIBRARY DEBT	62,472	63500	61,069	0	-
SENIOR CITIZENS ^	49,391	50655	52,722	55,783	58,822
COUNTY ROADS	99,038	101573	105,718	111,858	119,548
TOTAL TAX LEVIED:	4,534,503	4,685,791	4,861,200	5,075,106	5,353,159
TOTAL ADMINISTRATIVE FEE LEVIED:	46,322	47,880	49,730	52,003	54,864
TAX DOLLARS SPLIT					
CITY OF PORTLAND	29.59%	29.85%	29.79%	30.23%	30.20%
PORTLAND PUBLIC SCHOOLS	29.25%	29.16%	29.13%	29.35%	29.41%
STATE EDUCATION TAX	13.05%	13.07%	13.17%	13.40%	13.45%
INTERMEDIATE SCHOOL DISTRICT	12.83%	12.78%	12.81%	12.99%	12.92%
IONIA COUNTY ^	13.90%	13.78%	13.84%	11.31%	11.31%
PORTLAND PUBLIC LIBRARY	4.07%	4.03%	3.94%	2.72%	2.72%

2024 Annual City Assessing Report



2024 AD VALOREM ROLL

	2024 STATE EQUALIZED VALUE	2025 STATE EQUALIZED VALUE	2024 TAXABLE VALUE	2025 TAXABLE VALUES	PARCEL COUNT	% CHANGE AV	% CHANGE TV
REAL PROPERTY							
Agricultural	\$ 327,500	\$ 342,700	\$ 181,430	\$ 186,808	6	4.64%	2.96%
Commercial	\$ 29,641,845	\$ 29,676,200	\$ 26,360,431	\$ 26,857,820	260	0.12%	1.89%
Industrial	\$ 1,754,600	\$ 1,840,800	\$ 1,660,137	\$ 1,711,599	6	4.91%	3.10%
Residential	\$ 122,350,500	\$ 136,072,000	\$ 90,000,655	\$ 94,592,527	1402	11.21%	5.10%
Exempt	\$ -	-			139	2.96%	
TOTAL REAL	\$ 154,074,445	\$ 167,931,700	\$ 118,202,653	\$ 123,348,754	1813	8.99%	4.35%
PERSONAL PROPERTY							
Commercial	\$ 2,014,000	\$ 1,628,000	\$ 2,014,000	\$ 1,628,000	209	-19.17%	-19.17%
Industrial	\$ -	0	\$ -	0	5	0.00%	0.00%
Utility	\$ 1,129,700	\$ 1,110,600	\$ 1,129,700	\$ 1,110,600	4	-1.69%	-1.69%
TOTAL PERSONAL	\$ 3,494,100	\$ 2,738,600	\$ 3,494,100	\$ 2,738,600	218	-21.62%	-21.62%
TOTAL	\$ 157,568,545	\$ 170,670,300	\$ 121,696,753	\$ 126,087,354	1747	8.31%	4%

The State inflation rate multiplier (IRM), as determined by the change in the general price level for the 2025 Assessment Roll is 1.031%.

<u>TOP TAXPAYERS</u>	<u>TAXABLE</u>
Parkers Landing (Portland Partners)	\$ 2,882,800
Tom's Food Center (Ellen's Prop)	\$ 2,196,600
DFC of Portland (The Brook)	\$ 2,181,800
Portland Apartments (LAWCO)	\$ 1,279,100
Consumers Energy	\$ 924,000
Park View MHP LLC	\$ 917,900
SMD Terrain LLC	\$ 687,700
THK Rhythm	\$ 670,200
CLNB LLC	\$ 657,800
Autozone Development LLC	\$ 656,400
Ellen's Properties II	\$ 577,900

2024 COMMUNITY CLEAN-UP SUMMARY

City of Portland, Portland Township, and Danby Township

120 yards – Rear Load/Packer Trucks
 1 – 40-yard Container for Large Items

Waste Hauling and Disposal Charges from Granger	\$ 11,313.34
Wages	\$ 1,344.40
Equipment Costs	\$ 95.96
Recycle Ionia (Electronics)	\$ 0.00
Portland Iron & Metal	(\$ 769.75)
Total Clean Up Costs	\$ 11,983.95

	City of Portland	Portland Township	Danby Township	Total
Loads Received 5/4/24	129	74	50	253
TOTAL	129	74	50	253
Percentage of Total	51%	29%	20%	100%
Allocated Cost	\$6,111.81	\$3,475.35	\$2,396.79	

HISTORICAL COMPARISON OF CLEAN-UPS	2018	2019	2021	2022	2023	2024
Loads Received	248	273	259	201	268	253
Dumpsters Filled	18	18	18	12	168 yards	120 yards
Waste Hauling and Disposal Cost	\$6,570.00	\$11,729.80	\$12,316.93	\$7,334.09	\$ 9,571.86	\$11,313.34
Wages	\$2,138.44	\$ 2,193.07	\$ 1,062.25	\$1,210.44	\$ 1,478.06	\$ 1,344.40
Equipment Costs	\$ 413.94	\$ 175.02	\$ 82.54	\$ 83.92	\$ 85.38	\$ 95.96
Electronics Recycling	\$1,940.00	\$ 2,168.60	\$ 3,300.00	\$2,800.00	\$ 0.00	\$ 0.00
Portland Iron & Metal	(\$1,841.00)	(\$ 741.30)	(\$ 1,307.20)	(\$1,098.00)	(\$ 647.80)	(\$ 769.75)
Total Clean Up Costs	\$9,221.38	\$15,525.19	\$15,454.52	\$10,330.45	\$10,487.50	\$11,983.95

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

2024 Annual Report

PORTLAND

Electrical Permits				29		4310.00
Mechanical Permits				41		4667.00
Plumbing Permits				33		2863.00
Registration Fees				26		390.00
Residential - new construction				1		2991.00
Residential - other				40		15203.00
Mobile Home Setup				0		0
Non-residential- new construction				0		0
Non-residential- other				6		2,551.00
TOTAL - ALL PERMITS ISSUED				148		41511.00

2024 Annual Sewer Report

	2022	2023	2024
Customers Billed	1610	1610	1620
Total Dollars Billed	\$ 1,190,208.26	\$ 1,516,735.47	\$ 1,800,365.42
Penalties Added	\$ 7,637.25	\$ 9,909.27	\$ 9,570.01
Total Sewer Credit Given	<i>Info unavailable</i>	<i>Info unavailable</i>	<i>Info unavailable</i>
Total Dollars Collected	\$ 1,169,862.12	\$ 1,492,599.59	\$ 1,762,837.58
Amount Outstanding	\$ 10,995.89 12/31/2022	\$ 16,753.95 12/31/2023	\$ 13,845.78 12/31/2024





January 20, 2025

Andrew Dymczyk, City Manager

City of Portland

259 Kent Street

Portland, MI 48775

RE: 2024 Annual Operation Report

Dear Mr. Dymczyk:

Attached is our Annual Operation Report for the operation of the Wastewater Treatment Plant for the Year 2024. I will submit future progress reports on a monthly basis for your review. All information and data used to compile this report is available for your review. If you have any questions, please email me at, tsmith@portland-michigan.org.

Sincerely,

A handwritten signature in blue ink, appearing to read 'T Smith', is written over the word 'Sincerely,'.

Tony Smith

City of Portland WWTP Superintendent

• ADMINISTRATIVE REPORT

Throughout 2024 City Staff performed all required and routine monitoring of the wastewater treatment plant in accordance with the National Pollutant Discharge Elimination System (NPDES) discharge Permit MIG570220. The City of Portland WWTP NPDES permit will expire on April 1st of 2025. The renewal application was submitted to EGLE before the deadline of Nov 1st of 2024. City staff also worked with various contractors to address non-routine maintenance and needed repairs throughout the city. The WWTP produced a quality effluent throughout 2024.

2024 has been a rewarding year. We reached substantial completion of the SRF plant upgrade project. Plant staff has been familiarizing themselves with operations and maintenance of all of the newly acquired equipment. Looking forward into 2025 the WWTP and project contractors look to complete the Looking Glass and Grand River bore project. This was scheduled to be completed in August 2024 but issues arose with the boring process. City staff and contractors were forced to pivot and relocate one of the manhole structures into the 103 Grand River Plaza lot. Upon completion of the boring and plaza project the remaining funds will be put to use at the WWTP. Some items remaining to be completed are:

1. Portable Bypass pump 6" and hose
2. Laboratory improvements
3. Cured in place piping (trouble spots throughout the city)

• STAFF

The City of Portland has a total of (2) operators and (1) Superintendent to perform administrative duties, operation and maintenance. The operators and superintendent have the following wastewater certifications through the Michigan Department of Environmental, Great Lakes and Energy (EGLE).

- Aiden Pung (operator)
- Austin Avery (operator)
- Tony Smith (Superintendent): B, C & D

• ANNUAL AND AVERAGE FLOW

The average influent flow was 322,000 gallons per day. The average effluent flow was 276,000 gallons per day. The WWTP received and treated a total of 117.91 million Gallons of influent and discharged a total of 100.43 million Gallons of effluent to the Grand River.

- **NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT EXCEEDANCES AND SANITARY SEWER OVERFLOWS (SSO)**

The WWTP had no permit violations in 2024, this was a goal that was set when the upgrade process began and look to carry on into 2025. There was (2) SSO's (sanitary sewer overflow) in 2024, one was caused by rock that was seated underneath the sewer main on Riverside Drive, over time the rock wore a hole into the underside of the sewer main eventually causing its failure. The other SSO was caused by a third-party contractor during the construction process on site of the WWTP. A bypass pump the contractors were using failed, causing one of the MBBR channels to overflow for a short period of time. The SSO's were resolved and reported to EGLE.

- **BIOSOLIDS REPORT AND LAND APPLICATION**

The EGLE 2024 biosolids report for the period of October 1, 2023 through September 30, 2024 was submitted to EGLE before the deadline of October 30, 2024. Copper concentrations in the bio-solids continue to be a concern at the WWTP. We will continue to monitor the copper levels going forward and are confident the plant processes will help drive these levels down. Nutri-Gro Environmental Solutions LLC land applied biosolids 2 times during the reporting year. In November of 2023 and again in May of 2024. A total of 85 dry tons was land applied in 2024. This is a significant increase from previous years due to alterations in the WWTP process and due to the complete takedown of multiple storage tanks.

Going into 2025 the WWTP is planning on renting a portable sludge press with the intention of thickening to 18-22% solids and landfilling the bio-solids. With the addition of the sludge storage tank the WWTP has 12-16 months of storage capacity. Previously the WWTP land applied 3-4 times annually. Pressing solids once annually eliminates weather, contractor and field availability issue's that had previously been a problem for the WWTP.

- **HEALTH AND SAFETY**

The WWTP staff had no recordable OSHA violations or lost work-time accident throughout 2024. WWTP staff are encouraged to report any possible hazards on the daily plant check sheet. The WWTP had an annual City Safety Inspection completed in 2024 completed by employees from other dept's within the city.

- **COLLECTION SYSTEM CALL OUTS/ MAINTENANCE**

The WWTP staff is required to investigate, resolve and mitigate sewer issues that are called in by the residents of the city. There was a total of (24) sewer call outs in 2024, (16) homes had their service laterals televised by city staff with the use of the cities push camera. The city also inspected the repairs of (12) sewer laterals for residents from various contractors.

The City sewer main issues are resolved and prevented with the use of cities Jet rod/sewer truck. The aging Vactor truck was replaced in 2024 with a new Gap Vac combination sewer truck. In 2024 a total of 44,000 feet of sewer main was cleaned and maintained by city staff. City operators continue to get more efficient with the use of the new truck. With the SRF project not requiring as much of the staff's time, they were able to almost double the footage cleaned in 2023.

The WWTP again experienced another ice jam event in January of 2024. The event was much shorter lived this time, only lasting 17 hours. WWTP and DPW staff set up pumps and hoses to assist the plant flow through the treatment process.

Unfortunately, the hydraulic loading capacity did not increase as a part of the project upgrades. The WWTP hydraulic capacity is designed at 1.5mgd (million gallons day). When we experience high flows related to ice jamming the flows have reached as high as 3.2mgd. The river water finds its way into the sanitary sewer lines in the low-lying flooded areas or in compromised areas of the sewer main. With the river bore project to be completed in 2025 the infiltration from the existing sanitary lines under the Grand River will be eliminated and the new piping will take its place.

● WWTP EQUIPMENT UPGRADES

During 2024 the WWTP had several notable equipment replacement or repairs.

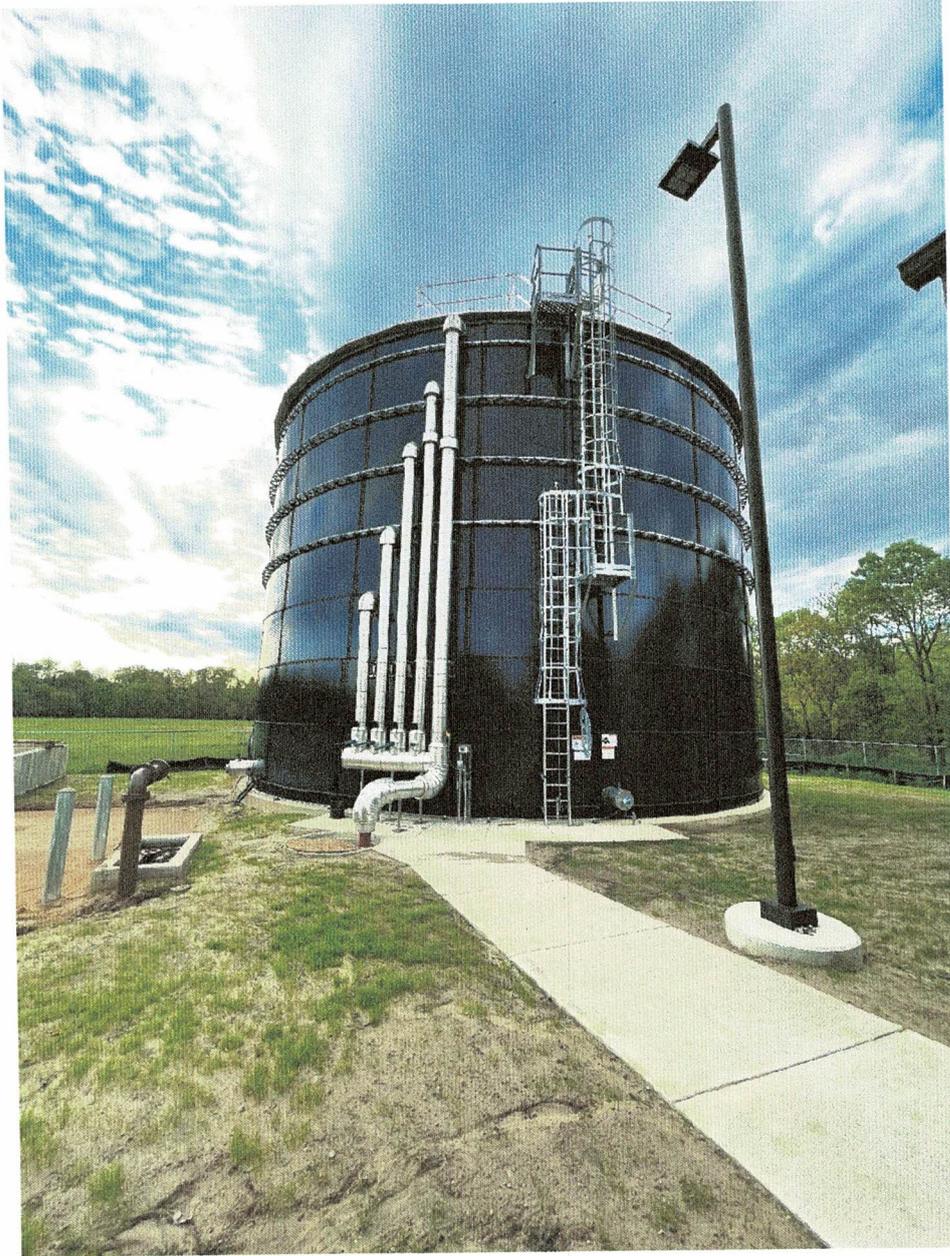
- Secondary clarifiers cleaned, inspected and repairs made
- Replacement of chemical feed pumps
- Replacement of 3 raw influent pumps
- Replacement of Thickener and sludge pumps/ additional 2 pumps for transfer and sludge withdrawal.
- Aeration tanks retrofitted to MBBR tanks; Rapid/Floc mixers added.
- Replacement of process air blowers (5) for MBBR and Digestors
- Replacement of the Headworks Fine Screen
- Primary and secondary digesters converted from anaerobic to aerobic
- 500,000-gallon sludge storage tank and Service garage additions
- Effluent gate valve and stove pipe connection for Hydraulic overloading events

These are the major upgrades from the 2023/2024 SRF upgrade. Almost every process control was altered and improved in 2023/2024. City staff along with FVC and sub-contractors were required to troubleshoot and problem solve on a daily basis to meet permit requirements and keep the construction process on track.

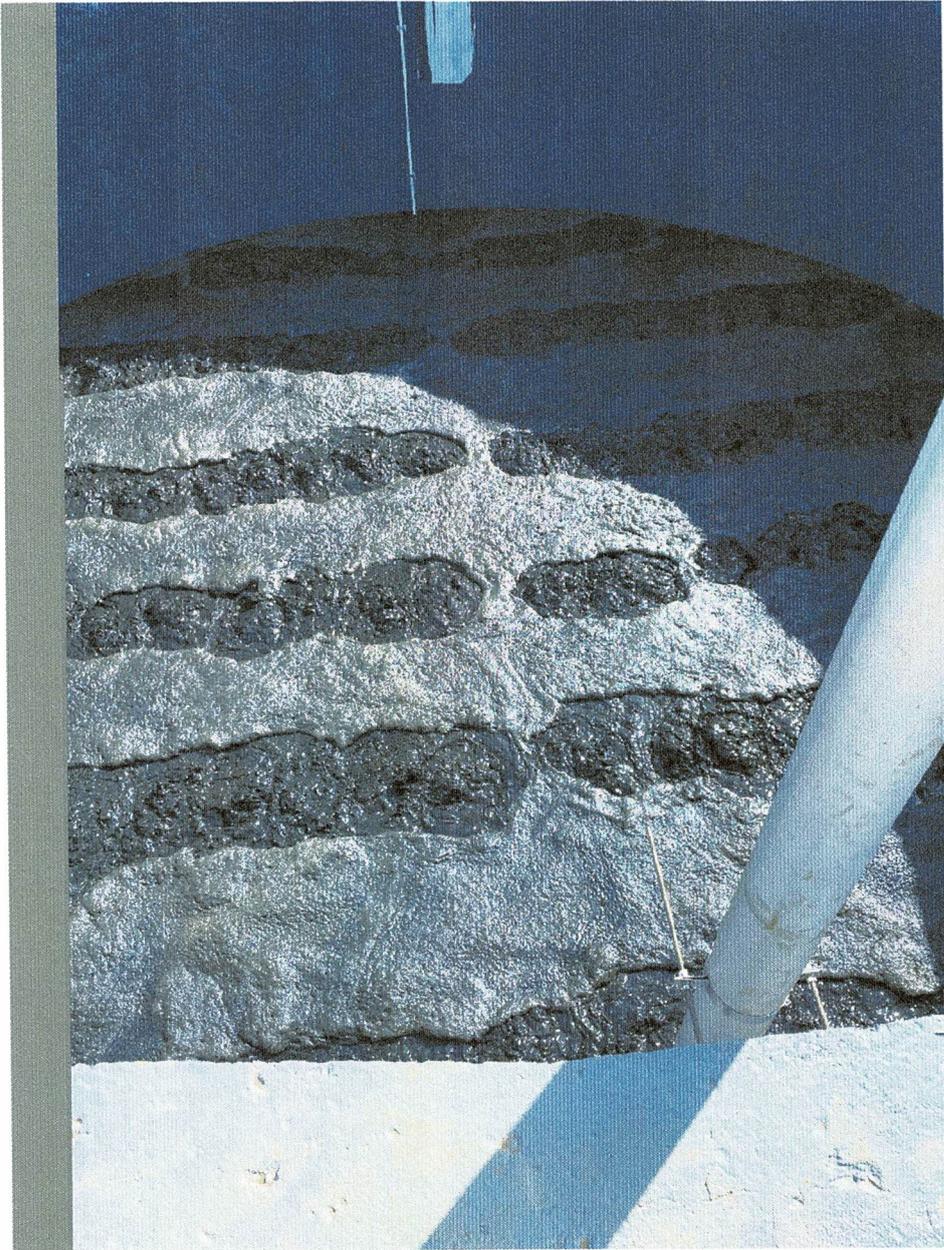




WWTP-Lab Building 1000



500,000-gallon sludge storage tank



Primary Aerobic Digester-D1



Aerobic Digester-D2 pipe gallery

2024

FINAL EFFLUENT

	BOD mg/L	TSS mg/L	BOD lbs	TSS lbs	TOT PHOS mg/L	TOT PHOS lbs	NH3 mg/L	BOD mg/L	TSS mg/L	
	AVE	AVE	AVE	AVE	AVE	AVE	AVE	AVE	AVE	
JAN	8.7	12.5	25.1	33.7	0.74	2.1	-	JAN	252	233
FEB	17	15.0	43.9	36.8	0.91	2.3	-	FEB	294	266
MAR	16	18.3	33.8	38.8	0.84	1.8	-	MAR	303	284
APR	10.8	17.4	23.7	38.5	0.83	1.8	-	APR	301	287
MAY	10.8	15.6	24.1	34.4	0.74	1.6	1.7	MAY	328	331
JUN	5.3	6.9	13.1	17.1	0.84	2.1	1.30	JUN	289	319
JUL	6.2	7.9	16.3	20.8	0.92	2.4	0.50	JUL	273	250
AUG	5.3	8.8	12.6	20.5	0.83	1.9	0.20	AUG	310	335
SEP	5.9	7.9	12.5	16.6	0.90	1.9	0.60	SEP	331	295
OCT	4.5	7.7	10	17	0.87	1.6	-	OCT	365	331
NOV	4.3	4.9	10.1	11.5	0.91	1.8	-	NOV	371	325
DEC	5.4	6.5	12.7	15.4	0.75	1.5	-	DEC	428	383
Total								Total		
Average	8.4	10.8	19.8	25.1	0.84	1.9	0.9	Average	320	303

RAW INFLUENT

BOD lbs	TSS lbs	TOT PHOS mg/L	TOT PHOS lbs		BOD %	TSS %	Fecal Coliform Average Monthly Geomean	Fecal Coliform Max Monthly Geomean	Rainfall INCHES	Grit Cu. Ft.		WAS avg gal/day
AVE	AVE	AVE	AVE		Remove	Remove						
697	728	5.1	16	JAN	96	94	78	32	1.7	148.5	JAN	5880
859	789	5.7	17	FEB	93	94	189	79	0.6	121.5	FEB	5000
733	742	7.2	19	MAR	94	93	120	32	2.3	214.0	MAR	4060
767	966	7.3	19	APR	95	93	151	106	2.7	229.5	APR	5660
829	886	7.6	20	MAY	96	94	222	128	3.2	216.0	MAY	6770
843	899	6.9	20	JUN	98	98	95	23	3.0	216.0	JUN	6920
813	761	6.1	19	JUL	98	97	93	38	3.7	256.5	JUL	3710
872	905	7	19	AUG	98	97	152	49	3.1	162.0	AUG	6040
804	727	7.5	18	SEP	98	97	6	2	0.5	175.5	SEP	3360
805	740	7.5	17	OCT	99	98	4	2	1.5	148.5	OCT	3600
863	761	6.8	16	NOV	99	98	5	2	2.1	148.5	NOV	4230
1009	903	7.5	18	DEC	99	98	25	2	2.2	202.5	DEC	3730
Total									26.6	2239	Total	58,960.00
825	817	6.9	18	Average	97	96	95	41	2.2	186.6	Average	4913

Miscellaneous Data

	WWTP Electric Water \$	Total Elec Usage (kwh)	WWTP Electric (kwh)	Riverside LS \$	Riverside Electric (kwh)	Canal LS #	Canal Electric (kwh)	Cutler Road I \$	Cutler Electric (kwh)	Polymer Thickener gal/Mo	Polymer Cost
JAN	\$ 6,471.98		5,814	\$102.03	740	\$46.19	183	\$101.07	620	253.0	
FEB	\$ 6,600.66		4,172	\$102.90	1493	\$54.42	139	\$114.63	574	121.0	\$ 3,074.04
MAR	\$ 5,449.48		4,488	\$209.02	866	\$50.57	152	\$127.36	561	0.0	
APR	\$ 4,936.15		3,568	\$182.85	670	\$48.51	146	\$96.35	455	0.0	
MAY	\$ 4,972.16		5,484	\$194.53	427	\$49.77	150	\$110.95	388	94.0	
JUN	\$ 7,798.73		5,216	\$80.37	388	\$49.57	384	\$94.27	295	83.1	
JUL	\$ 5,320.10		5,608	\$102.12	390	\$104.86	434	\$95.90	276	0.0	
AUG	\$ 6,091.79		5,880	\$114.54	442	\$93.15	454	\$287.88	323	13.1	
SEP	\$ 6,582.88		7,576	\$94.27	259	\$89.36	392	\$209.86	300	25.1	
OCT	\$ 8,415.39		5,976	\$80.89	334	\$108.38	402	\$206.92	417	6.4	
NOV	\$ 7,220.03		6,528	\$84.05	391	\$98.33	443	\$191.85	500	28.3	
DEC	\$ 7,249.82		7,952	\$86.40	537	\$93.38	482	\$172.46	674	48.6	
		0									
Total	\$ 77,109.17	0	68262	\$1,433.97	6937	\$886.49	3761	\$1,809.50	5383	672.6	\$ 3,074.04
Average	\$ 6,425.76	#DIV/0!	5689	\$119.50	578	\$73.87	313	\$150.79	449	56	\$ 3,074.04

Sludge & Biosc

Polymer Thickener	Ferric Chloride	Ferric Chloride	Ferric Chloride	Polymer Lbs	Nat Gas Cu. Ft.	Nat Gas Cost	Raw sludge Gal.	Thickened Sludge % solids	D1 TS %	Hauled Gal.	
Av.gal/Day	lbs	gal	Cost								
8.2	4090	298	\$ 4,930.33	0.0	89,900		JAN	179,730	0.0	0	0
4.2	14454	1054		0.0	124,000		FEB	149,890	0.0	0	0
0.0	17046	1243		0.0	103,700		MAR	125,720	0.0	0.0	0
0	11644	849	\$11,398.24	0.0	57,500		APR	169,740	0.0	0	0
3	10775	786		0.0	12,300		MAY	210,000	4.8	2.7	420,000
2.8	8226	600		0.0	2,000		JUN	207,640	0.0	0	0
0.0	7892	576		0.0	0		JUL	114,920	0.0	0.0	0
0.4	9032	659		0.0	0		AUG	187,200	8.3	1.6	0
0.8	9156	668		0.0	0		SEP	100,850	7.6	1.3	0
0.2	8677	647	\$11,782.52	0.0	96,000		OCT	111,580	6.0	1.3	63,500
0.9	7007	522		0.0	63,200		NOV	126,860	3.5	0.63	0
1.6	7626	569		0.0	128,300		DEC	115,500	4.6	3	0
22.1	115625	8471	\$28,111.09	0.0	676900	\$ -	Total	1799630	34.77	10.53	483500
1.8	9635	706	\$ 9,370.36	0.0	56408	#DIV/0!	Average	149969	2.9	0.9	40292

Slids

Flow

Supernatant Headworks		Effluent Flow Average Ma:	Total Effluent Flow	Effluent DAILY MAX	Influent Flow Average Max	Total Influent Flow	Water Usage	Water Cost \$	Feet Cleane Main
		MGD	MG	MG	MGD	MG			
0	JAN	0.385	11.94	1.311	0.428	13.25	2,331		JAN 0
58,752	FEB	0.300	8.71	0.429	0.356	10.33	1,577		FEB 1315
41,256	MAR	0.258	7.98	0.277	0.305	9.47	1,642		MAR 4,060
37,320	APR	0.264	7.92	0.294	0.315	9.45	4,916		APR 1200
15,552	MAY	0.264	8.20	0.301	0.318	9.84	6,030		MAY 2,160
99,671	JUN	0.287	8.61	0.353	0.330	9.89	3,288		JUN 5,314
127,984	JUL	0.316	9.80	0.406	0.373	11.55	6,419		JUL 2,686
92,390	AUG	0.286	8.86	0.361	0.330	10.22	3,390		AUG 2,310
30,381	SEP	0.247	7.40	0.285	0.289	8.67	4,580		SEP 6745
0	OCT	0.247	6.89	0.292	0.268	8.31	2,643		OCT 9,929
0	NOV	0.232	6.96	0.258	0.278	8.36	3,574		NOV 3,079
0	DEC	0.231	7.151	0.272	0.276	8.57	4,560		DEC 4365
503306	Total	3.317	100.43	4.839	3.866	117.91	Total 44950	\$ -	Total 43163
41942	Average	0.276	8.37	0.403	0.322	9.83	Average 3746	#DIV/0!	Average 3597

Collection System

Call Outs Call Outs Service Lat:ldg ServiceNew Sewer
 Main Serv Latera Televised Inspected Connections

1	3	2	1	0	JAN
2	2	1	1	0	FEB
4	1	1	1	0	MAR
1	1	3	1	0	APR
0	0	0	1	0	MAY
1	2	2	0	0	JUN
0	2	1	2	0	JUL
0	0	2	3	0	AUG
0	0	1	0	0	SEP
0	0	2	2	1	OCT
1	1	1	0	0	NOV
2	0	0	0	0	DEC
12	12	16	12	1	
1.0	1.0	1.3	1.00	0.08	

2024 Annual Water Report

	2022	2023	2024
Customers Billed			
City	1650	1651	1659
Rural	24	25	24
	1674	1676	1683
Total Gallons Billed			
City	111,376,462	108,353,373	113,756,206
Rural	1,975,333	1,886,409	2,131,398
	113,351,795	110,239,782	115,887,604
Total Dollars Billed			
City	\$ 776,626.19	\$ 743,784.39	\$ 838,743.25
Rural	\$ 24,691.86	\$ 24,139.24	\$ 28,820.58
	\$ 801,318.05	\$ 767,923.63	\$ 867,563.83
Penalties Added	\$ 5,103.31	\$ 4,303.84	\$ 4,210.17
Total Dollars Collected	\$ 793,853.93	\$ 754,644.97	\$ 849,867.74
Total Gallons Pumped	128,684,000	123,251,000	124,796,000
Hydrant Flushing	2,850,000	2,100,000	3,000,000
Unaccounted Gallons	12,482,205	10,911,218	5,908,396
Percent of Total	9.70%	8.85%	4.73%





City of Portland Water Department

2024 Annual Report

Recap of work completed in 2024

1. 288 work orders were completed for turn off/on of water, and final reads.
2. 30 water meter repair orders were received and completed.
3. Miss Dig tickets were completed throughout the year as they were received.
4. All calls to businesses and home owners were handled in a timely manner.
5. Semi-annual hydrant flushing was successfully completed. This was our first year with a new program designed by F & V using hydraulic modeling. The flush was successful and will be used semiannually for future flushing.
6. Hydrant inspections were completed and repaired as needed.
7. Valve and curb boxes were repaired, raised, or lowered as needed and restoration of surrounding material completed.
8. 5 Water main break repairs were completed.
9. 10 Galvanized water services were replaced with copper as per the Lead Replacement Rule.
10. All EGLE compliance samples were submitted timely throughout the year.
11. We are on a 3-year cycle for Lead and Copper sampling and this was our year to collect samples. All samples were collected inside the window of time required by EGLE. All of the results for the required 20 samples that were collected, came in below any action level for lead and copper. These results will allow us to remain on the 3-year cycle of sampling requirements.
12. Our annual Sanitary Survey with EGLE was completed and showed zero deficiencies in the system and its operations, from the district engineers of EGLE who were in attendance.
13. Updates to the Emergency Response Plan (ERP) were completed for the department.
14. Certified water operators continue to attend training to earn CECs toward license renewals, and or to level up their certification.
15. Hill St. tower received a visual inspection. The South tower had a chemical clean performed to its wet interior.
16. Hydro Corp continues to maintain our Cross-Connection Control program, by doing physical inspections, organizing device testing, record keeping, and reporting to EGLE.
17. The annual Consumer Confidence Report was prepared and distributed to the public as per EGLE requirements in June.
18. We're continuing to be active in a Well Head Protection Program to ensure future water quality.
19. The meter change-out program has been completed with exception of one resident who is refusing to comply.

20. New entry doors for Wells 4 & 6, and a new window for Well 4, have been installed. New doors have all been painted. Wellhouse #5 received new exterior paint also.
21. The Kent St. rebuild was a success. All water main was replaced and increased in size to provide a greater volume of water to the area. Each customer within the affected area was also upgraded from ¾" lines to all 1" copper services, which were plumbed all the way in to their buildings. Some owners were also provided with additional service lines to accommodate any future expansion.
22. A service line potholing project was completed this fall by Plummer's Environmental, using grant money. Restoration came in at a lower cost than originally anticipated, making room in the budget to check additional addresses, and exceeding our expectation from EGLE for the program requirements.
23. Our CDSMI (Complete Distribution System Material Inventory) spreadsheet was completed and submitted to EGLE.

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



**City of Portland
Department of Public Works
2024 Annual Report**

FLUIDS USED

	2021	2022	2023	2024
Cylinder Oil (gal)	55	55	55	55
Transmission Fluid (gal)	10	10	5	10
Hydraulic Oil (gal)	55	55	55	55
Antifreeze (gal)	8	10	12	10
Car Wash Soap (gal)	30	30	30	30

FUEL COST

Year	Cost
2021	\$22,100
2022	\$28,068
2023	\$22,162
2024	\$25,310

MAJOR AND LOCAL STREETS

Material	2021	2022	2023	2024
Hot Black Top (ton)	34	80	33	56
Winter Black Top (ton)	6	10	9	4
Crack Filler (ton)	0	0	0	0
Road Gravel (yds)	0	0	0	0
Sand (yds)	0	0	0	0

SIDEWALKS AND WALKWAYS

Several areas of sidewalk were replaced.
Several sections of walk were repaired by using concrete raising.
Demonstrated a sidewalk grinder, looking into renting one in 2025.

STREET PAINTING

2021: Cost \$16,027.25
2022: Cost \$16,630.90
2023: Cost \$18,327.81
2024: Cost \$21,477.42

WINTER STREET SALT

2021	300 tons	Total cost: \$19,128.67
2022	300 tons	Total Cost: \$17,968.35
2023	450 tons	Total Cost: \$32,158.22
2024	250 tons	Total Cost: \$17,521.61

From January 1, 2024 to December 31, 2024, thirty miles of major intersections and hills were salted 20 times.

All City streets, cemetery, hydro plant and alleys were plowed and salted a total of 13 times.

The downtown area was cleaned of snow 8 times.

LEAF PICK UP

2021: Approximately 2,000 cubic yards were picked up.
2022: Approximately 2,700 cubic yards were picked up.
2023: Approximately 2,250 cubic yards were picked up.
2024: Approximately 2,400 cubic yards were picked up.

CITY WIDE CLEAN-UP

	2021	2022	2023	2024
Loads Received	259	201	268	253
Dumpsters Filled or Yards	18	100 yds	128 yds	120 yds
Electronics	6,600lbs.			
Scrap Metal		10,980 lbs.	6,320 lbs.	9,940 lbs.
Costs:				
Dumpsters	\$12,062.26	\$7,334.00	\$9,571.86	\$11,313.34
Wages	\$1,062.25	\$1,210.44	\$1,478.06	\$1,344.40
Electronics	\$3,300.00	\$2,800		
Equipment	\$82.54	\$83.92	\$85.38	\$95.96
Total Cost of Cleanup	\$16,507.05	\$11,428.36	\$11,135.30	\$12,753.70

MILES PUT ON CITY VEHICLES

	2021	2022	2023	2024
9-05 GMC Truck	4,481	5,176	3,791	3,725
9-11 Vactor Truck	108	127	83	New
9-22 GMC Truck	3,955	3,865	4,371	2,928
9-14 Sweeper	600	644	667	595
9-20 Chevy Truck				2,113
9-48 Freightliner Flatbed	1,660	947	1,341	730
9-49 International Plow	2,789	2,751	2,299	2,595
9-50 International Truck		New	1,399	883
9-51 Freightliner Truck	3,314	2,090	1,216	1,253
9-54 GMC 1 Ton	4,184	3,447	3,462	3,681
Total miles:	21,091	19,047	18,629	18,503

EQUIPMENT



A new Chevrolet Pickup



A new GapVax Combination Truck
A joint effort between motor pool
& waste water.



A new John Deere Backhoe



A new ODB Leaf Vacuum



A snow plow for the loader

MISCELLANEOUS

- Magg Transport ground the brush pile and cleaned up the compost area.
- Mill & fill asphalt work on East St and Bristie St. Spot mill & fill work on Bridge St and Grape St.
- Asphalt Restoration did some crack sealing preventative maintenance.
- Assisted with river trail repairs.
- City wide fiber installation project.
- Tree trimming city wide.
- Removed 14 trees city wide.
- Westshore Services upgraded the outdoor warning sirens.

Respectfully Submitted,

Ken Gensterblum
Public Works Director

Project Report for the City of Portland

Billing for 2024

Fleis & Vandenbrink Engineering, Inc.-All Accounts

Project Number	Project Description	Billing Work 1/2024-1/2025
1110	General Consultation Billed/Accrued	\$4,184.92
28771	Portland-Bridge Inspection	\$7,850.00
03332G	Portland WHPP Well Siting 2024-25	\$750.00
802050	Portland-Board of Light & Power (BLP)	\$6,356.50
840730	Portland - Divine Hwy Bridge Replacement	\$21,692.43
853960	Portland - Kent St Improvements	\$231,361.15
863880	Portland - 103 E. Grand River Ave Redeve	\$33,290.00
865390	Portland - River Trail Renovation 2024	\$9,059.23
865390	Portland - EGLE TMF Project 2024	\$53,310.00
	TOTAL	\$367,854.23
F&V Operations & Resource Management		
	Operations	
712021	Portland - WWTP O&M	\$5,582.34
	TOTAL	\$5,582.34
F&V Construction Management INC		
	Construction	
1221	FVC - Portland WWTP CA	\$3,076,982.82
	TOTAL	\$3,076,982.82



2024 Annual Report



PBLP Objectives



The mission of the Portland Board of Light and Power (PBLP) is to provide safe, reliable, and affordable power to the City of Portland and Portland Township with exceptional service and respect for our neighbors, while being good stewards of the financial and natural resources of our community.

City of Portland – Board of Light and Power 2025-2026 Organizational Goals

SAFETY

Objective: Build upon and maintain a culture where the safety of employees and the community is incorporated into all we do.

1. Work with Alpha Omega Utility Services to establish standard operating safety procedures for the power plant and dam.
2. Work with Alpha Omega Utility Services to conduct operations safety training.
3. Work with Alpha Omega Utility Services to improve confined space rescue plans, equipment, and capabilities.
4. Work with Alpha Omega Utility Services to add a crew observation and audit function to our safety program.

RELIABILITY

Objective: Consistently measure and manage towards achieving the top quartile of United States public utilities for tracked and reported Institute for Electrical and Electronics Engineers utility reliability benchmarks, based on APPA and USDOE-EIA data.

1. Distribution System

- A. Construct Grant Street Substation.
- B. Complete Circuit Transition Plan.
- C. Prep South Circuit for Transition.
- D. Complete East Circuit Transformer, cabinet, and vault asset management strategy.
- E. Continue strategic vegetative management.
- F. Improve spare transformer inventory.

2. Power Generation Plant

- A. Continue to exercise generation assets monthly with a focus on reducing time to full load generation.
- B. Build out phase one of the control room.

3. Municipal Dam

- A. Complete Generator #1 distributor overhaul.
- B. Clean and conduct preventative electrical maintenance on Generator #1.

4. Street Lights

Establish a plan to monitor and preventatively maintain the integrity of decorative light poles.

STEWARDSHIP

Objective: Document and manage a plan for maintaining financial competitiveness and viability while responsibly seeking to comply with applicable environmental regulations and fostering a culture of “leave it better.”

1. Financial

Review and update the 5-year capital plan, budget, utility reserve requirements, and costs of services, and recommend an inflationary rate adjustment in line with Utility Financial Solutions' 5-year Cost of Service and Rate Plan.

2. Environmental

Adopt and begin implementing a plan to comply with State of Michigan Renewable and Clean Energy mandates.

3. Operational (Distribution System)

Continue phased painting of pad-mounted transformers and distribution cabinets.

PBLP Objectives



The mission of the Portland Board of Light and Power (PBLP) is to provide safe, reliable, and affordable power to the City of Portland and Portland Township with exceptional service and respect for our neighbors, while being good stewards of the financial and natural resources of our community.

City of Portland – Board of Light and Power 2025-2026 Organizational Goals (Continued)

STEWARDSHIP (continued)

4. Operational (Generation Plant)

- A. Establish a spare parts, modernization, and obsolescence plan for the power plant switchgear.
- B. Establish and implement an asset management strategy with a strategic parts inventory.

5. Operational/Community (Municipal Dam)

- A. Shotcrete deteriorating concrete around the dam impoundment.
- B. Engage an engineering firm to prepare a site plan that complies with FERC requirements, addresses an aging fishing pier, bridge, stream structures, art house, picnic tables, and boat access points.

6. Operational (Street Lights)

- A. Evaluate decorative lighting plan along West Grand River to City Limits.
- B. Evaluate a decorative lighting plan along Divine Highway to City Limits.
- C. Continue to replace wood pole streetlights with LED heads as conventional streetlight heads fail.

7. Operational (Equipment)

- A. Establish a three-year plan to replace service vehicles.
- B. Purchase a new bucket truck.

8. Administrative

- A. Establish and approve Electric Utility Rules and Regulations to address changes in technology, customer service needs, community growth, and capital risk.
- B. Improve distributed energy resource readiness.

CUSTOMER SERVICE

Objective: Engage customers to promote the value of Public Power and understand how to better serve their residential, commercial, industrial, and transportation power needs.

1. Implement and commit resources to a Customer Care Plan.
2. Implement a comprehensive Public Power Week Campaign with a community-facing promotional event and the Power Plant.
3. Prepare an electric vehicle preparation strategy with customer education, communication, and best management practices.

WORKFORCE DEVELOPMENT

Objective: Foster, train, and hire a right-sized team, augmented by strategic contractors and technologies, which engages the vision, mission, and values of the organization while consistently delivering core services and strategic objectives.

1. Continue the Joint Michigan Apprenticeship Program (JMAP) for Tim Krizov.
2. Start JMAP for Kyle Enz.
3. Provide managerial front-line management coaching with Watershed Consulting for Scott Honsowitz and Shane Scheurer.
4. Formalize plans for substation, switchgear, and large transformer asset management contracting.

2024 Statistics



The mission of the Portland Board of Light and Power (PBLP) is to provide safe, reliable, and affordable power to the City of Portland and Portland Township with exceptional service and respect for our neighbors, while being good stewards of the financial and natural resources of our community.

COMMUNITY POWER DEMAND

- 2024 peak power demand occurred in September at 9.093 MW
 - 2024 average monthly peak power demand was 6.108 MW
 - 2024 peak monthly power use occurred in July at 3,556.936 MW
 - 2024 total power use was 34,169.537 MW
 - 2024 the PBLP complied with State of Michigan renewable energy requirements and grew the portion of its power supply contracted from renewable resources
- * (Additional details can be found in Attachments Tables 1 & 2)

MUNICIPAL DAM POWER PRODUCTION

- 2024 Annual power production for the dam was 1,637.001 MW
 - 2024 Peak monthly production occurred in January at 201.815 MW
 - Total 2024 dam production was 3.3% below the 25-year annual production average.
- * (Additional details can be found in Attachment Tables 3 & 4)

MUNICIPAL DAM OPERATING COSTS

- 2024 direct expenses for the dam were \$29,832.10
 - 2024 value of power generated by the dam is estimated at \$112,854.85
 - In addition to the in-system reliability, and renewable value derived from power generation at the dam, the dam generated positive cash flow in 2024.
- * (Additional details can be found in Attachment Table 5)

OUTAGES

- In 2024 the system experienced 23 outages compared with 27 outages in 2023
- Of the 23 outages 5 were implemented preventatively to reduced future outage risk, damage to equipment and other collateral damage.
- In 2023 we began tracking and reporting outages using the American Public Power E-Reliability program. The use of E-Reliability has improved the standardization of reporting and allows the PBLP to compare our IEEE reliability metrics with other utilities in Michigan and Across the U.S.
- Below is the US Department of Energy/Energy Information Agency's (EIA) summary of IEEE reliability statistics for 2022 and 2023 for Michigan compared the PBLP statistics.

SAIDI – Average Minutes of outage per customer year
MI Avg 2022 – 513.1 min MI Avg 2023 – 1093.6 min PBLP – 3.095 min

SAIFI – Average Number of outages per customer year
MI Avg 2022 – 1.339 times MI Avg 2023 – 1.512 times PBLP – 0.0325 times

CAIDI – Average duration in minutes of an outage
MI Avg 2022 – 393.2 min MI Avg 2023 – 723.5 min PBLP – 95.1 min

- A simple review of the PBLP 2024 IEEE reliability metrics, compared with 2022 and 2023 IEEE reliability metrics reported by Michigan Utilities to EIA, indicates that the PBLP has reliability metrics that are markedly better than averages for utilities in the state. Further the PBLP has significantly better IEEE reliability metrics than adjacent utilities in our area.

* (Additional details can be found in Attachment Table 6)



Attachments





**BOARD OF
LIGHT & POWER**
EST. 1896



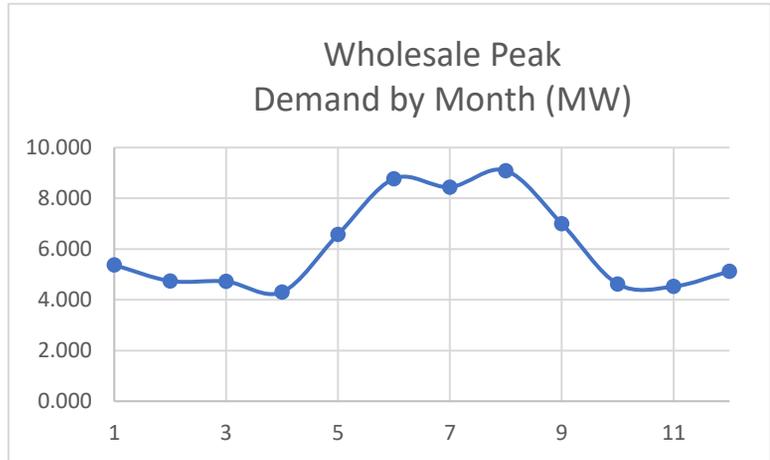
Acknowledgments

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



Table 1 - Wholesale Peak Demand for the City of Portland for 2024 (MW)

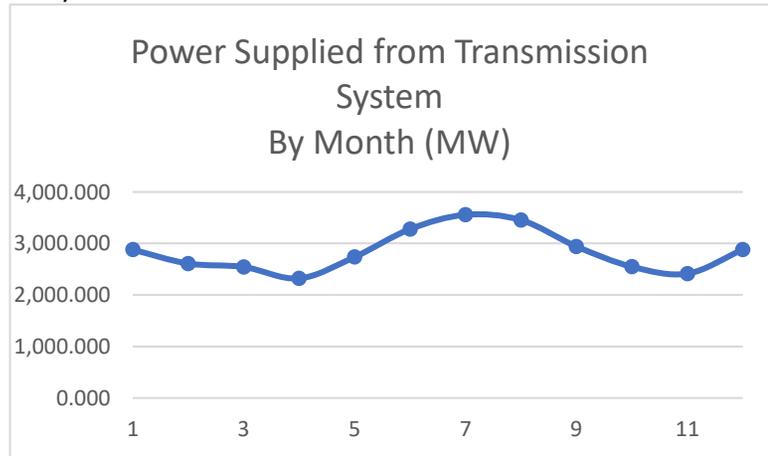
Month	MPPA and Hydro Combined
January	5.372
February	4.742
March	4.721
April	4.305
May	6.575
June	8.774
July	8.444
August	9.093
September	7.003
October	4.623
November	4.523
December	5.120



Average Monthly Peak Demand 6.108

Table 2 - Wholesale Energy Requirements for the City of Portland 2024 (MW)

Month	Power Supplied from Transmission System
January	2,879.687
February	2,610.329
March	2,544.339
April	2,321.777
May	2,736.500
June	3,277.938
July	3,556.936
August	3,454.437
September	2,942.738
October	2,548.864
November	2,414.293
December	2,881.699



Total 34,169.537



Table 3 - Portland Municipal Dam 2024 Production

Month	Montly Production MWH
January	MW 201.815
February	MW 98.012
March	MW 196.217
April	MW 189.781
May	MW 134.335
June	MW 135.170
July	MW 143.676
August	MW 111.605
September	MW 57.434
October	MW 74.946
November	MW 168.296
December	MW 125.714
Annual Production	MW 1,637.001

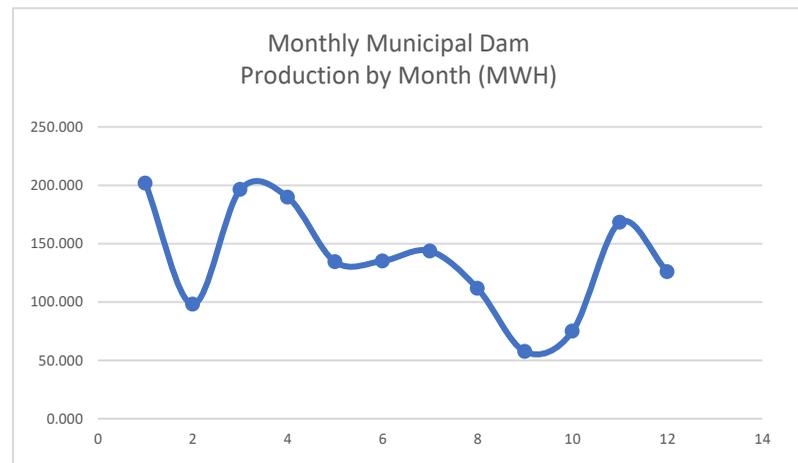


Table 4 - Portland Municipal Dam 25 Year Historical Production

Year	Annual Production
2024	KWH 1,637,001
2023	KWH 1,809,829
2022	KWH 1,622,289
2021	KWH 2,133,574
2020	KWH 2,135,283
2019	KWH 2,168,805
2018	KWH 2,000,068
2017	KWH 1,869,575
2016	KWH 1,862,374
2015	KWH 2,079,969
2014	KWH 2,035,260
2013	KWH 1,830,000
2012	KWH 1,855,800
2011	KWH 2,346,000
2010	KWH 1,400,000
2009	KWH 1,100,500
2008	KWH 1,726,100
2007	KWH 1,941,700
2006	KWH 1,870,000
2005	KWH 871,600
2004	KWH 1,186,000
2003	KWH 843,000
2002	KWH 1,001,480
2001	KWH 1,528,700
2000	KWH 1,835,500
1999	KWH 1,323,400
Average 1999-2024	KWH 1,692,839

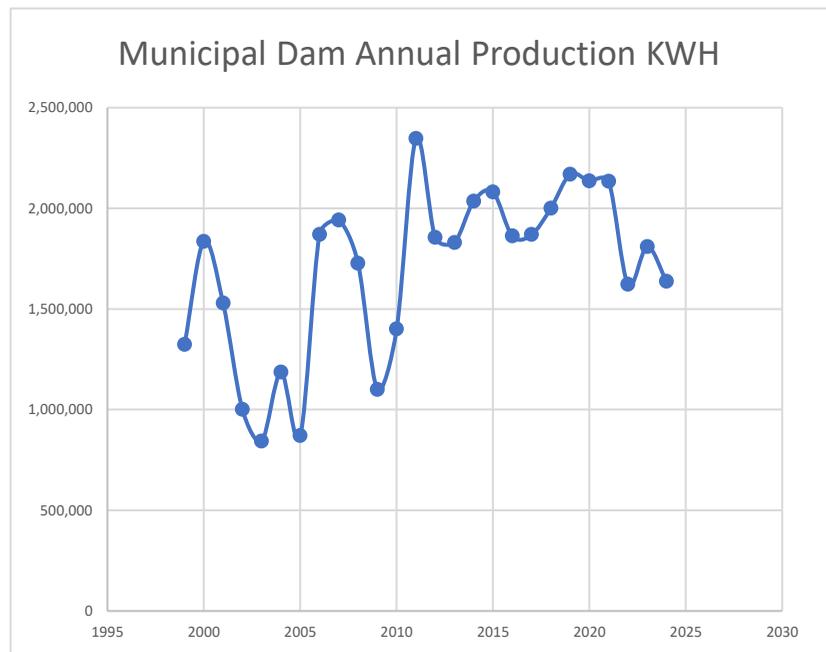




Table 5 - Portland Municipal Dam - Operating Costs

Direct Expenses	2023	\$	39,763.84
Total value of Dam Generation		\$	112,854.85

*** 2024 Average total cost of power and capacity delivered to PBLP was \$0.06894/KWH

Calendar Year	Annual Expenses
2024	\$ 29,832.10
2023	\$ 39,763.84
2022	\$ 73,859.15
2021	\$ 54,699.00
2020	\$ 45,735.85
2019	\$ 38,593.00
2018	\$ 37,332.00
2017	\$ 57,635.00
2016	\$ 57,079.00
2015	\$ 47,971.00
2014	\$ 57,946.00
2013	\$ 40,673.00
2012	\$ 63,425.00
2011	\$ 322,581.00
2010	\$ 57,867.00
2009	\$ 50,819.00
2008	\$ 67,189.00
2007	\$ 31,614.00
2006	\$ 38,386.00
2005	\$ 76,675.00
2004	\$ 335,799.00
2003	\$ 88,106.00
2002	\$ 119,329.00
2001	\$ 33,897.00
2000	\$ 34,554.00
1999	\$ 25,595.00
1998	\$ 32,629.00
Average 1999 - 2023	\$ 72,577.18



Address	Utility	Circuit	Customers Out	Start Date	Duration (Minutes)
Bills Party Store E Grand River	City of Portland Board of Light and Power	East	1	11/7/2024	20
MECO E Grand River	City of Portland Board of Light and Power	East	1	11/6/2024	20
Bills Party Store Area	City of Portland Board of Light and Power	East	18	11/1/2024	16
1239 East Grand River	City of Portland Board of Light and Power	East	1	4/28/2024	90
334 Carolyn Drive	City of Portland Board of Light and Power	East	1	1/19/2024	30
723 East Grand River	City of Portland Board of Light and Power	East	2	1/9/2024	330
723 East Grand River	City of Portland Board of Light and Power	East	2	1/8/2024	150

Address	Utility	Circuit	Customers Out	Start Date	Duration (Minutes)
103 East Grand River	City of Portland Board of Light and Power	North	4	11/25/2024	45
Portland Country Club	City of Portland Board of Light and Power	North	7	7/23/2024	120
100 Block Kent Street	City of Portland Board of Light and Power	North	6	6/19/2024	184
6773 Divine Hwy	City of Portland Board of Light and Power	North	1	2/13/2024	40

Address	Utility	Circuit	Customers Out	Start Date	Duration (Minutes)
224 Kearney	City of Portland Board of Light and Power	South	1	5/15/2024	35
410 James Street	City of Portland Board of Light and Power	South	10	3/5/2024	150
129 Lincoln Street	City of Portland Board of Light and Power	South	1	2/23/2024	50
700 Patricia	City of Portland Board of Light and Power	South	1	1/28/2024	41

Address	Utility	Circuit	Customers Out	Start Date	Duration (Minutes)
508 Detroit Street	City of Portland Board of Light and Power	West	1	7/7/2024	60
6715 E Grand River	City of Portland Board of Light and Power	West	2	12/3/2024	87
735/705 Ionia and 603/605/573/555 Grape	City of Portland Board of Light and Power	West	6	11/6/2024	29
140 Church Street	City of Portland Board of Light and Power	West	3	9/18/2024	34
340 Cross Street	City of Portland Board of Light and Power	West	5	8/27/2024	60
340 Cross Street	City of Portland Board of Light and Power	West	8	8/27/2024	240
847 Ionia Road	City of Portland Board of Light and Power	West	1	4/16/2024	25
814 Lyons Road	City of Portland Board of Light and Power	West	1	3/5/2024	40



2023 IEEE Reliability Metrics as Calculated by APPA compared with 2022 APPA Nationwide Data:

CoP – BLP Metrics are from 1/1/2024 – 12/31/2024 (This is the “specified time frame”).

SAIDI is the average duration (in minutes) of an interruption per customer served by the utility during the specified time frame.

Portland

3.095

CAIDI is the average duration (in minutes) of an interruption experience by customers during the specified time frame.

Portland

95.172

SAIFI is the average instances a customer on the utility system will experience a sustained interruption (>5Minutes) during the specified time frame.

Portland

0.03256

ASAI is the percentage of time the sub-transmission and distribution systems are available to serve customers during the specified time frame.

Portland

99.9994

For comparison, below is a summary of Michigan Based Utilities reporting to EIA 861 Form for 2023. In general, the City of Portland has better reliability statistics than our peer utilities in the state when compared with 2023 data.

Data Year	Utility Number	Utility Name	State	Ownership	All Events (With Major Event Days)		
					SAIDI (minutes per year)	SAIFI (times per year)	CAIDI (minutes per interruption)
2023	305	Alger-Delta Coop Electric Assn	MI	Cooperative	189.100	1.045	180.957
2023	392	Alpena Power Co	MI	Investor Owned	.	.	.
2023	1366	City of Bay City - (MI)	MI	Municipal	106.216	0.604	175.854
2023	3436	Cherryland Electric Coop Inc	MI	Cooperative	108.879	0.824	132.135
2023	3828	Cloverland Electric Co-op	MI	Cooperative	402.100	2.570	156.459
2023	3915	Coldwater Board of Public Util	MI	Municipal	33.833	0.386	87.650
2023	4254	Consumers Energy Co - (MI)	MI	Investor Owned	913.030	1.371	665.959
2023	5109	DTE Electric Company	MI	Investor Owned	1,542.296	1.722	895.642
2023	7483	City of Grand Haven - (MI)	MI	Municipal	158.700	1.449	109.524
2023	8723	City of Holland	MI	Municipal	46.792	0.703	66.560
2023	9324	Indiana Michigan Power Co	MI	Investor Owned	285.300	1.353	210.865
2023	10704	City of Lansing - (MI)	MI	Municipal	.	.	.
2023	11701	City of Marquette - (MI)	MI	Municipal	157.986	1.401	112.767
2023	12377	Midwest Energy Cooperative - (MI)	MI	Cooperative	558.000	2.000	279.000
2023	13780	Northern States Power Co	MI	Investor Owned	245.190	1.590	154.208
2023	15340	Presque Isle Elec & Gas Coop	MI	Cooperative	.	.	.
2023	18252	City of Sturgis - (MI)	MI	Municipal	150.860	1.070	140.991
2023	19125	City of Traverse City - (MI)	MI	Municipal	26.455	0.299	88.478
2023	19396	Tri-County Electric Coop (MI)	MI	Cooperative	913.000	1.060	861.321
2023	19578	Upper Peninsula Power Company	MI	Investor Owned	425.100	1.580	269.051
2023	21048	Wyandotte Municipal Serv Comm	MI	Municipal	.	.	.
2023	21158	City of Zeeland - (MI)	MI	Municipal	33.433	0.263	127.122
2023	38084	Great Lakes Energy Coop	MI	Cooperative	265.240	1.690	156.947
2023	60631	Upper Michigan Energy Resources Corp.	MI	Investor Owned	365.000	1.320	276.515

TABLE 8



Portland, Michigan 2024 Annual Electric Report

	Kilowatts Purchased				Electric Purchase Costs		
	2022	2023	2024		2021	2022	2024
Constellaion	0	0	0	MPPA	\$ 2,806,204.69	\$ 2,618,706.22	\$ 2,480,010.18
MPPA	37,716,108	34,838,645	35,971,367	MPPA (Belle River)	\$ -	\$ -	\$ -
MPPA (Belle River)	0	0	0	MPPA (Campbell)	\$ -	\$ -	\$ -
MPPA (Campbell)	0	0	0	Integrays	\$ -	\$ -	\$ -
Integrays	0	0	0	ESP	\$ -	\$ -	\$ -
ESP	0	0	0				
Hydro Generation	1,691,666	1,914,456	1,636,997				
Diesel Generation	55,037	100,508	26,136				
Total	37,771,145	34,939,153	35,997,503	Total	\$ 2,806,204.69	\$ 2,618,706.22	\$ 2,480,010.18

	Kilowatts Used			Average Cost Per KWH Purchased	Electric Billed to Customers		
	2022	2023	2024		2021	2022	2024
Residential	18,018,860	16,394,273	17,247,546	\$ 0.07	\$ 0.07	\$ 0.07	
Commercial	8,728,188	8,565,060	8,613,460				
Lg. Demand/General	8,226,066	8,038,694	8,525,201				
Street Lights	315,904	112,074	113,241				
Diesel Plant	122,685	187,200	312,020				
Hydro-Not Billed	9,178	9,660	11,017				
Total	35,420,881	33,306,961	34,822,485				
Unaccounted For (Loss to System)	2,350,264	1,632,192	1,175,018				
Line Loss %	6.22%	4.67%	3.26%				

	2021	2022	2024
PCA Billed-Residential	\$ 489,862.23	\$ 410,627.28	\$ 97,971.26
PCA Billed-Commercial	\$ 234,067.05	\$ 213,200.45	\$ 46,577.56
PCA Billed-Lg. General	\$ 216,460.27	\$ 199,614.72	\$ 52,208.10
Residential	\$ 2,309,768.00	\$ 2,184,887.08	\$ 2,499,159.82
Residential EO Charge	\$ 30,517.21	\$ 29,822.61	\$ 31,071.93
Geothermal Discount	\$ (1,317.29)	\$ (1,374.77)	\$ (1,119.15)
Commercial	\$ 1,119,771.68	\$ 1,121,361.83	\$ 1,212,430.97
Commercial/LG EO Chg	\$ 29,253.18	\$ 29,733.79	\$ 29,710.50
Lg. General/Demand	\$ 887,653.56	\$ 880,558.43	\$ 801,383.54
Lg. EO Charge	\$ 220.80	\$ 220.80	\$ 220.80
Street Lights	\$ 32,635.00	\$ 29,087.52	\$ 10,965.28
Tax	\$ 202,694.77	\$ 191,977.47	\$ 199,467.65
Rental Lights	\$ 2,753.58	\$ 2,812.08	\$ 2,812.08
	\$ 5,554,340.04	\$ 5,292,529.29	\$ 4,982,860.34
Residential Customers	2239	2239	2231
Commercial Customers	329	332	329
Lg. General/Demand	15	15	15
Total	2583	2586	2575

*Year End Totals





Parks & Cemetery Annual Report 2024

I. Cemetery Department

A. Grave Openings

#	Burial Style	Cost	Total
1	Casket Burial - Resident	\$375.00	\$375.00
3	Casket Burial - Resident	\$500.00	\$1,125.00
11	Casket Burial - Non-resident	\$525.00	\$5,775.00
6	Casket Burial - Non-resident	\$700.00	\$2,250.00
4	Cremation Burial - Resident	\$175.00	\$700.00
8	Cremation Burial - Resident	\$300.00	\$3,000.00
8	Cremation Burial - Non-resident	\$250.00	\$2,000.00
6	Cremation Burial - Non-resident	\$400.00	\$2,250.00
2	Infant Columbarium	\$0.00	\$0.00
2	Duel Cremation Burial - Crem Res	\$0.00	\$0.00
	Duel Cremation Burial -Crem Non-		
6	Resident	\$0.00	\$0.00
	Saturday OT Charges - 15	\$200.00	<u>\$3,000.00</u>
57	Total		\$20,475.00

B.	Grave Openings - Last three years	2022	2023	2024
	Casket Burial - Resident	11	8	4
	Casket Burial - Non-resident	10	10	17
	Cremation Burial - Resident	10	12	14
	Cremation Burial - Non-Resident	10	7	20
	Infant Columbarium Burial	0	2	2
	Total	41	39	57

C. Lot Sales

#	Plot Style	Plot Cost	Total
14	Casket Plot - Resident	\$350.00	\$4,900.00
18	Casket Plot - Resident	\$500.00	\$9,000.00
10	Casket Plot - Non-resident	\$550.00	\$5,500.00
6	Casket Plot - Non-resident	\$750.00	\$4,500.00
14	Cremation Plot - Resident	\$225.00	\$3,150.00
10	Cremation Plot - Resident	\$350.00	\$3,500.00
1	Cremation Plot - Non-resident	\$350.00	\$350.00
3	Cremation Plot - Non-resident	\$500.00	<u>\$1,500.00</u>
76	Total		\$32,400.00

Perpetual Care Charges (included in lot sale)	\$3,750.00
Total Revenue (excluding perpetual care)	\$28,650.00

D. Headstone Foundations - Sizes vary per plot

#	Charge for concrete and labor	Totals
17	\$0.40/Sq.in.	\$8,617.60
20	\$0.50/Sq.in.	<u>\$11,677.60</u>
		\$20,295.20

E. Cemetery Totals - Last 3 Years

	2022	2023	2024
Grave Openings	41	39	57
Graves Sold	22	46	76
Foundations	23	30	39
Revenue - Grave Openings	\$12,775.00	\$14,925.00	\$20,475.00
Revenue - Plot Sales	\$7,900.00	\$16,050.00	\$28,650.00
Revenue - Foundations	<u>\$9,276.80</u>	<u>\$11,185.60</u>	<u>\$20,295.20</u>
Total Revenue	\$29,951.80	\$42,160.60	\$69,420.20

II. Parks Department

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

B. Tree Plantings

Location	2022	2023	2024
Curb Lawn	6	0	12
Parks	5	36	6
Cemetery	0	0	0
Total	11	36	18

C. Fuel and Vehicle Totals

1 Supply Totals

	2022	2023	2024
Gasoline	\$4,995.69	\$4,002.49	\$2,425.39
Diesel	\$1,939.44	\$1,112.91	\$686.73
Oil	\$376.12	\$394.22	\$426.87
Filters	\$343.27	\$363.39	\$358.45
Parts	\$5,339.96	\$4,758.68	\$5,244.12
Total	12,994.48	10,631.69	\$11,165.56

2 Vehicle Hours

Vehicle	2022	2023	2024
Deere 4405	101	0	0
Ztrak 920 AC	181	171	131
Ztrak 920 AP	126	144	104
Ztrak 950	424	397	346
Deere 3039 #1	220	127	49
Deere 3039 #2	0	172	128
Gator 6x4	116	92	60
Gator 4x4	229	239	122
Gator 615	0	0	199



**City of Portland
Recreation Department
Annual Report 2024**

Contents

Participation Statistics	3
Financial Overview	3
Youth Leagues	4
Youth Basketball	4
Participation Numbers	4
Revenue and Expenses	4
Youth Baseball & Softball	5
Participation Numbers	5
Revenue and Expenses	5
Youth Flag Football	6
Participation Numbers	6
Revenue and Expenses	6
Youth Soccer	7
Participation Numbers	7
Revenue and Expenses	7
Adult Leagues	8
Adult Basketball	8
Participation Numbers	8
Revenue and Expenses	8
Adult Softball (Summer & Fall)	9
Participation Numbers	9
Revenue and Expenses	9
Youth Instructional Programs	10
Summer Tennis	10
Participation Numbers	10
Revenue and Expenses	10
TOT Soccer	11
Participation Numbers	11
Revenue and Expenses	11
Special Events	12
Daddy Daughter Dance	12
Participation Numbers	12
Revenue and Expenses	12

Participation Statistics

- Total Program Participants: 1,907
- Youth Programs Participation: 835
- Adult Programs Participation: 419
- Special Events Attendance: 653

RESIDENCY	TOTAL PARTICIPANTS	%
<i>City of Portland</i>	523	27%
<i>Portland Township</i>	378	20%
<i>Danby Township</i>	329	17%
<i>Eagle Township</i>	124	7%
<i>Orange Township</i>	74	4%
<i>Lyons Township</i>	59	3%
<i>Sebewa Township</i>	86	5%
<i>Other</i>	334	18%
Total	1,907	100%

Financial Overview

REVENUE	
<i>Program Revenue</i>	\$ 81,109.00
<i>City of Portland Contribution</i>	\$ 32,000.00
<i>Danby Township Contribution</i>	\$ 6,500.00
<i>Portland Township Contribution</i>	\$ 8,000.00
TOTAL	\$ 127,609.00
EXPENSES	
<i>Program Expenditures</i>	\$ 33,313.26
<i>Personnel</i>	\$ 65,531.35
<i>Administrative Services</i>	\$ 25,489.92
<i>Rec Software Services</i>	\$ 4,365.46
<i>Property Ins./Vehicle Rental</i>	\$ 1,014.21
<i>Office Supplies/Equip. Contracts</i>	\$ 2,355.44
TOTAL	\$ 132,069.60
Total Revenue	\$ 127,609.00
Total Expenses	\$ 132,069.60
TOTAL BALANCE	\$ -4,460.60

Youth Leagues

Youth Basketball

Participation Numbers

RESIDENCY	1st/2nd Boys	1st/2nd Girls	M/W DK/K	T/Th DK/K	TOTAL PARTICIPANTS	%
<i>City of Portland</i>	15	9	16	9	49	24%
<i>Portland Township</i>	18	8	3	12	41	20%
<i>Danby Township</i>	13	17	9	12	51	25%
<i>Eagle Township</i>	5	3	2	2	12	6%
<i>Orange Township</i>	2	2	3	4	11	5%
<i>Lyons Township</i>	4	1	3	1	9	4%
<i>Sebewa Township</i>	2	1	0	4	7	3%
<i>Other</i>	11	9	4	2	26	13%
Total	70	50	40	46	206	100%

Revenue and Expenses

REVENUE

<i>1st/2nd Grade Boys Registration</i>	\$	3,830.00
<i>1st/2nd Grade Girls Registration</i>	\$	2,690.00
<i>M/W DK/K Registration</i>	\$	1,720.00
<i>T/Th DK/K Registration</i>	\$	1,970.00
TOTAL	\$	10,210.00

EXPENSES

<i>1st/2nd Grade Jerseys</i>	\$	1,202.00
<i>DK/K Shirts</i>	\$	528.00
<i>DK/K Basketballs</i>	\$	230.95
TOTAL	\$	1,960.95

Total Revenue	\$	10,210.00
Total Expenses	\$	1,960.95
TOTAL BALANCE	\$	8,249.05

Youth Baseball & Softball

Participation Numbers

<i>RESIDENCY</i>	<i>M/W T-Ball</i>	<i>T/Th T-Ball</i>	<i>DK/K Coach Pitch</i>	<i>1st/2nd Softball</i>	<i>TOTAL PARTICIPANTS</i>	<i>%</i>
<i>City of Portland</i>	14	17	22	14	67	32%
<i>Portland Township</i>	11	15	12	13	51	24%
<i>Danby Township</i>	7	5	15	22	49	23%
<i>Eagle Township</i>	2	2	4	4	12	6%
<i>Orange Township</i>	0	3	5	1	9	4%
<i>Lyons Township</i>	0	0	3	0	3	1%
<i>Sebewa Township</i>	0	3	1	4	8	4%
<i>Other</i>	2	6	3	1	12	6%
Total	36	51	65	59	211	100%

Revenue and Expenses

REVENUE

<i>M/W T-Ball Registration</i>	\$	1,710.00
<i>T/Th T-Ball Registration</i>	\$	2,455.00
<i>DK/K Coach Pitch Registration</i>	\$	3,070.00
<i>1st/2nd Grade Softball Registration</i>	\$	2,755.00
<i>HomeWorks Connect Sponsorship</i>	\$	1,500.00
TOTAL	\$	11,490.00

EXPENSES

<i>T-Ball Shirts</i>	\$	564.00
<i>DK/K Coach Pitch Shirts</i>	\$	402.50
<i>1st/2nd Grade Softball Shirts</i>	\$	345.00
TOTAL	\$	1,311.50

Total Revenue	\$	11,490.00
Total Expenses	\$	1,311.50
TOTAL BALANCE	\$	10,178.50

Youth Flag Football

Participation Numbers

RESIDENCY	4/5-Year-Old	DK/K/1st	2nd/3rd	TOTAL PARTICIPANTS	%
<i>City of Portland</i>	12	19	13	44	33%
<i>Portland Township</i>	9	12	9	30	23%
<i>Danby Township</i>	4	10	7	21	16%
<i>Eagle Township</i>	3	5	5	13	10%
<i>Orange Township</i>	0	3	2	5	4%
<i>Lyons Township</i>	0	1	1	2	2%
<i>Sebewa Township</i>	0	3	4	7	5%
<i>Other</i>	2	5	3	10	8%
Total	30	58	44	132	100%

Revenue and Expenses

REVENUE	
<i>4/5 Year-Old Registration</i>	\$ 1,410.00
<i>DK/K/1st Grade Registration</i>	\$ 2,800.00
<i>2nd/3rd Grade Registration</i>	\$ 2,170.00
TOTAL	\$ 6,380.00
EXPENSES	
<i>4/5 Year-Old Shirts</i>	\$ 172.50
<i>DK/K/1st Grade Shirts</i>	\$ 510.00
<i>2nd/3rd Grade Shirts</i>	\$ 374.00
TOTAL	\$ 1,056.50
Total Revenue	\$ 6,380.00
Total Expenses	\$ 1,056.50
TOTAL BALANCE	\$ 5,323.50

Youth Soccer

Participation Numbers

RESIDENCY	DK/K	1st	2nd/3rd	TOTAL PARTICIPANTS	%
<i>City of Portland</i>	17	13	10	40	31%
<i>Portland Township</i>	11	7	7	25	20%
<i>Danby Township</i>	7	9	13	29	23%
<i>Eagle Township</i>	3	5	0	8	6%
<i>Orange Township</i>	2	1	2	5	4%
<i>Lyons Township</i>	1	2	2	5	4%
<i>Sebewa Township</i>	2	2	0	4	3%
<i>Other</i>	5	2	4	11	9%
Total	48	41	38	127	100%

Revenue and Expenses

REVENUE	
<i>DK/K Registration</i>	\$ 2,360.00
<i>1st Grade Registration</i>	\$ 2,045.00
<i>2nd/3rd Grade Registration</i>	\$ 1,830.00
TOTAL	\$ 6,235.00
EXPENSES	
<i>Shirts for All Leagues</i>	\$ 650.00
TOTAL	\$ 650.00
Total Revenue	\$ 6,235.00
Total Expenses	\$ 650.00
TOTAL BALANCE	\$ 5,585.00

Adult Leagues

Adult Basketball

Participation Numbers

RESIDENCY	Number of Participants	%
<i>City of Portland</i>	34	18%
<i>Portland Township</i>	24	13%
<i>Danby Township</i>	6	3%
<i>Eagle Township</i>	5	3%
<i>Orange Township</i>	1	1%
<i>Lyons Township</i>	2	1%
<i>Sebewa Township</i>	4	2%
<i>Other</i>	116	60%
Total	192	100%

Revenue and Expenses

REVENUE	
<i>Team Registration</i>	\$ 10,370.00
<i>Player Fees</i>	\$ 5,195.00
TOTAL	\$ 15,570.00
EXPENSES	
<i>Officials</i>	\$ 8,320.00
<i>Scorekeepers</i>	\$ 1,248.00
<i>Trophies</i>	\$ 180.00
<i>Shirts</i>	\$ 365.00
TOTAL	\$ 10,113.00
Total Revenue	\$ 15,570.00
Total Expenses	\$ 10,113.00
TOTAL BALANCE	\$ 5,457.00

Adult Softball (Summer & Fall)

Participation Numbers

RESIDENCY	SUMMER Men's	SUMMER Coed	FALL Men's	FALL Coed	TOTAL PARTICIPANTS	%
<i>City of Portland</i>	31	6	12	18	67	30%
<i>Portland Township</i>	15	11	10	6	42	19%
<i>Danby Township</i>	3	3	1	2	9	4%
<i>Eagle Township</i>	0	2	1	4	7	3%
<i>Orange Township</i>	3	2	2	2	9	4%
<i>Lyons Township</i>	1	4	3	4	12	5%
<i>Sebewa Township</i>	1	0	1	0	2	1%
<i>Other</i>	7	22	21	29	79	35%
Total	61	50	51	65	227	100%

Revenue and Expenses

	REVENUE	SUMMER	FALL	TOTAL
<i>Men's Team Registration</i>	\$	3,325.00	\$ 2,400.00	\$ 5,725.00
<i>Men's Player Fees</i>	\$	1,350.00	\$ 350.00	\$ 1,350.00
<i>Coed Team Registration</i>	\$	2,250.00	\$ 2,800.00	\$ 5,050.00
<i>Coed Player Fees</i>	\$	1,360.00	\$ 585.00	\$ 1,945.00
<i>Player Fee Add-Ons</i>	\$	0.00	\$ 1,600.00	\$ 1,600.00
TOTAL	\$	8,285.00	\$ 6,135.00	\$ 14,420.00
	EXPENSES	SUMMER	FALL	TOTAL
<i>Umpires</i>	\$	3,420.00	\$ 2,925.00	\$ 6,345.00
<i>Scorekeepers</i>	\$	912.00	\$ 780.00	\$ 1,692.00
<i>Shirts</i>	\$	318.00	\$ 278.00	\$ 596.00
<i>Trophies</i>	\$	100.00	\$ 100.00	\$ 200.00
TOTAL	\$	4,750.00	\$ 4,083.00	\$ 8,833.00
		SUMMER	FALL	TOTAL
Total Revenue	\$	8,285.00	\$ 6,135.00	\$ 14,420.00
Total Expenses	\$	4,750.00	\$ 4,082.00	\$ 8,832.00
TOTAL BALANCE	\$	3,535.00	\$ 2,053.00	\$ 5,588.00

Youth Instructional Programs

Summer Tennis

Participation Numbers

RESIDENCY	Ankle Biters	Stringers	Acers	MS	HS	Junior Travel	TOTAL PARTICIPANTS	%
<i>City of Portland</i>	6	10	6	7	4	1	34	28%
<i>Portland Township</i>	4	2	3	8	5	15	37	30%
<i>Danby Township</i>	6	7	1	3	1	2	20	16%
<i>Eagle Township</i>	2	1	0	4	0	1	8	7%
<i>Orange Township</i>	0	1	0	1	0	1	3	2%
<i>Lyons Township</i>	2	2	2	2	3	1	12	10%
<i>Sebewa Township</i>	0	0	0	0	0	0	0	0%
<i>Other</i>	3	3	1	1	0	0	8	7%
Total	23	26	13	26	13	21	122	100%

Revenue and Expenses

REVENUE	
<i>Ankle Biters Registration</i>	\$ 575.00
<i>Stringers Registration</i>	\$ 1,300.00
<i>Acers Registration</i>	\$ 650.00
<i>Middle School Registration</i>	\$ 1,950.00
<i>High School Registration</i>	\$ 975.00
<i>Junior Travel Registration</i>	\$ 2,520.00
TOTAL	\$ 7,970.00
EXPENSES	
<i>Instructor</i>	\$ 4,308.00
<i>Shirts</i>	\$ 1,638.00
TOTAL	\$ 5,946.00
Total Revenue	\$ 7,970.00
Total Expenses	\$ 5,946.00
TOTAL BALANCE	\$ 2,024.00

TOT Soccer

Participation Numbers

RESIDENCY	3-Year-Old	4-Year-Old	TOTAL PARTICIPANTS	%
<i>City of Portland</i>	4	3	7	19%
<i>Portland Township</i>	6	7	13	35%
<i>Danby Township</i>	3	3	6	16%
<i>Eagle Township</i>	3	0	3	8%
<i>Orange Township</i>	0	0	0	0%
<i>Lyons Township</i>	1	1	2	5%
<i>Sebewa Township</i>	0	0	0	0%
<i>Other</i>	3	3	6	16%
Total	20	17	37	100%

Revenue and Expenses

REVENUE	
<i>3-Year-Old Registration</i>	\$ 900.00
<i>4-Year-Old Registration</i>	\$ 765.00
TOTAL	\$ 1,665.00
EXPENSES	
<i>Instructor</i>	\$ 971.25
<i>Soccer Balls</i>	\$ 199.96
TOTAL	\$ 1,171.21
Total Revenue	\$ 1,665.00
Total Expenses	\$ 1,171.21
TOTAL BALANCE	\$ 493.79

Special Events

Daddy Daughter Dance

Participation Numbers

RESIDENCY	Wednesday	Thursday	TOTAL PARTICIPANTS	%
<i>City of Portland</i>	60	121	181	23%
<i>Portland Township</i>	48	67	115	18%
<i>Danby Township</i>	60	78	138	23%
<i>Eagle Township</i>	26	30	56	10%
<i>Orange Township</i>	15	16	31	6%
<i>Lyons Township</i>	4	8	12	2%
<i>Sebewa Township</i>	19	35	54	7%
<i>Other</i>	28	38	66	11%
Total	260	393	653	100%

Revenue and Expenses

REVENUE	
<i>Wednesday Registration</i>	\$ 2,873.00
<i>Wednesday DOOR Registration</i>	\$ 280.00
<i>Thursday Registration</i>	\$ 4,296.00
<i>Thursday DOOR Registration</i>	\$ 520.00
TOTAL	\$ 7,169.00
EXPENSES	
<i>DJ</i>	\$ 575.00
<i>Hall Rental</i>	\$ 300.00
<i>Pictures</i>	\$ 858.00
<i>Giveaway/Plush</i>	\$ 336.96
<i>Supplies (Food, Drink, Etc.)</i>	\$ 201.14
TOTAL	\$ 2,271.10
Total Revenue	\$ 7,169.00
Total Expenses	\$ 2,271.10
TOTAL BALANCE	\$ 4,897.90

PORTLAND POLICE DEPARTMENT 2024 ANNUAL REPORT

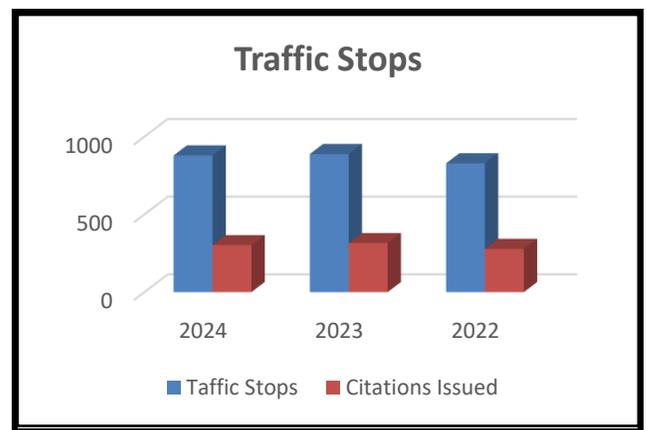
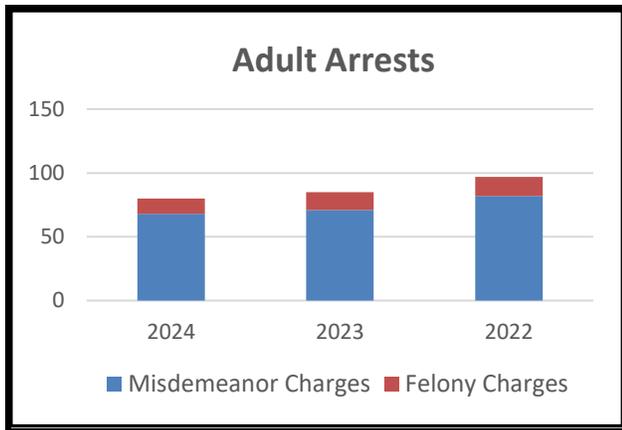


General Information

The State of Michigan created funding under Public Act 1 of 2023 to support law enforcement agencies with implementing funds designed to support continuing education and increase the knowledge, skill and ability of all officers. MCOLES, the Michigan Commission on Law Enforcement Standards, then worked to establish minimum annual training requirements for all licensed officers.

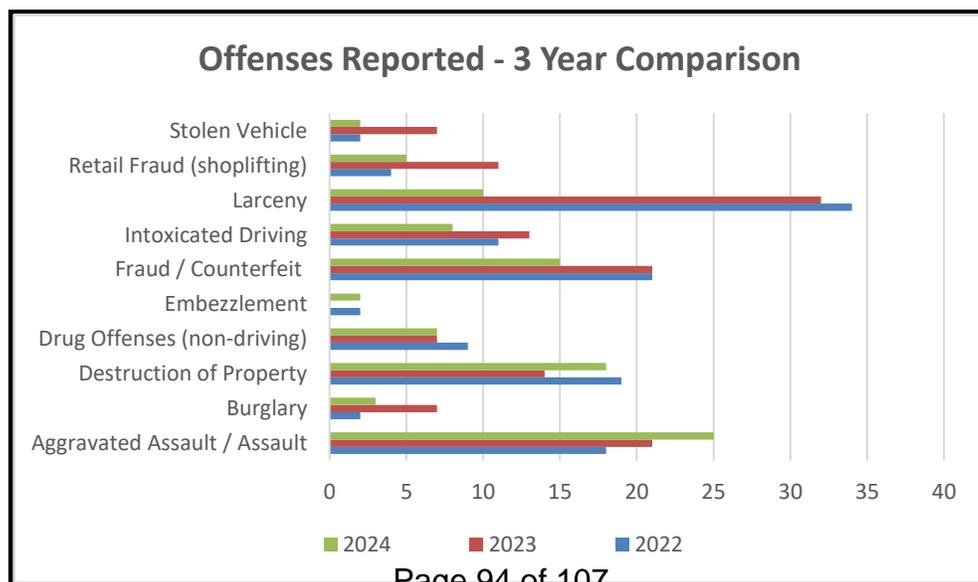
From June 2024 to December 31, 2024, officers were mandated to complete a total of 12 hours of continuing professional education (CPE) with four hours dedicated to ethics in policing and interpersonal relations and 8 hours of agency chosen hours designed to enhance performance, professionalism, public and officer safety, and officer decision making. This is an addition to training hours mandated to firearms and active violence incidents. Going forward, each year will mandate eight hours of training in MCOLES designated topics and and 16 hours of agency designated topics.

Officers at the Agency responded to 1,317 law enforcement incidents in 2024. There were 68 adult persons arrested for 95 misdemeanor charges and 12 adult persons arrested for 16 felony charges. Officers stopped 879 cars and issued 302 traffic citations.



Investigations

The following chart represent a sampling of the criminal investigations Portland police officers have investigated this year and compared to the prior two years. Assists to other agencies in the form of forensic interviews, recovery of stolen vehicles or property, traffic offenses, warrant arrests and PPO violations have not been included. There were 96 traffic crashes, not including those occurring on private property. Of those 96 crashes, nine were classified as having a serious injury involved.



Portland Ambulance

2024 Annual Report

The following is a summary representation of the events and activities for Portland Ambulance for the year 2024.

We have experienced a very successful and safe year filled with new additions to staff, equipment, and response area. Our department met each goal that was established for our department, a goal met with the dedication of the City of Portland, my crews, and our partners. We have increased our training and education, improved response times, added additional response area, added run volume, added new equipment, and most importantly, maintained the culture that is so vital to any group's success. As the leader of this agency, I am very pleased with my crew!

Culture: Culture was listed as my #1 goal. It is rare that an EMS provider would need to be coached on EMS responses and patient care. These are the very basic essentials for providers, and any untoward actions are often flagged by medical control as needed, and these would be dealt with immediately. Our agency has zero concerns here. The culture we have set and worked on included interpersonal communications with themselves, our responding partners (police and fire), community members, and hospital staff. I have a zero tolerance for anything other than professional interactions and this is communicated daily! We did experience several issues with a crew member early in 2024, and this was handled immediately.

EMS Education: We have initiated an EMS education program within the department. This was a change made from computer adaptive learning to hands-on training in the station. Don Fox has spearheaded this initiative. In 2024, we have:

1. Instructed 256 hours of in-house employee training for EMS.
2. Developed and initiated a CPR and First Aid Center for Portland with the American Heart Association.
3. Trained and added 5 instructors within the department for CPR and First Aid.
4. Completed 32 hours of emergency vehicle training, both classroom and road course testing.
5. Attended (collectively) 48 hours of EMS Instructor conference training in conferences in Traverse City and Grand Rapids.
6. Provided training to various fire departments for CPR and continuing education.
7. Entered into clinical agreement with Dorsey College for EMT and Paramedic candidates for initial education programs.

Staffing: This is always a difficult topic, especially with a department that has an encapsulated budget like our EMS department. Having added a fourth Paramedic into the rotation, this has permitted us to offer a second ambulance on many occasions. With certainty, we have benefited from this, often having the second unit dispatched to an emergency call or transfer, calls that would have resulted in a mutual aid response. I understand that the budgeted hours for part-time folks increases without the immediate recognition of insurance receipts/income for several months.

EMS Operations: Madison Cassel has grown in her role as EMS Operations Coordinator. She has excelled in this position, offering assistance and coverage for operations in my absence. Together, we have attended all Tri-County and Ionia County Medical Control meetings and training. She coordinates scheduling and supply orders and manages the mandated CARES program for cardiac arrest reporting. I have mentored her in financial outlook and changes in State of Michigan mandates as they pertain to law and protocols. It is critically important that EMS have a successional, contingency plan for leadership.

Equipment: In a lengthy and detailed process that included many meetings and the development of a committee, Portland Ambulance was able to acquire:

1. New ambulance from Kodiak.
2. New power Stryker cot.
3. Two power-load systems.
4. 1 LUCAS CPR compression device.
5. Mobile EMS radio.

These items significantly improve the quality of life-saving care delivered to all our residents. The use of power-load systems reduces potential for back injuries routinely encountered by EMS providers. With these additions, Portland Ambulance can equip two ambulances identically.

Coverage/Response Area: Portland Ambulance lost our coverage contract with Lyons Township in July 2024. I met several times with the Township Supervisor, Mr. Babcock, and with the township board. Mr. Babcock also had a conversation with Mindy regarding this contract. Unfortunately, they chose to have Life EMS provide EMS coverage.

I began to have conversations with Sunfield Township and Village regarding EMS coverage in October 2023. Through various meetings and discussions, we entered a contract with these two entities on April 1, 2024. Despite the distance involved with this addition, our average response time has decreased to 9.81 minutes per response! With this contract, Portland Ambulance entered into a dispatch agreement with Eaton County Central Dispatch. By having the ability to direct dispatch our ambulance and eliminating the need to turn the call over to Ionia County, we have reduced the response time by 5 minutes.

Community Events:

1. Three events for Portland Trail Riders. This encompasses a two-day weekend, consisting of 10 hours each day. This event is paid for by the organizers.
2. Westphalia car show.
3. Portland St. Pats Summer Fest
4. Portland Rodeo.
5. Friends of The Red Mill.
6. Football coverage for Portland, St. Pats, and Pewamo.
7. July fireworks.
8. Memorial parade.
9. Christmas parade with traffic assistance to police.

Vehicle Maintenance: I am very pleased to report that our vehicle maintenance program is very successful. This was painful as we experienced significant increases in repairs which forced my department to exceed the budget for that year. We have very few acute vehicle issues and none that require delay in patient care as we had experienced.

Summary: Portland Ambulance stands in a position of strength, great patient care, and professionalism. Statistics for 2024 are attached to this report.

Calls by Residency

City / Township	January	February	March	April	May	June	July	August	September	October	Novemeber	December	Total for 2024
All Twp / City	113	80	89	87	101	120	128	119	149	116	111	133	1346
Portland City (Res)	34	23	14	25	35	37	33	27	33	36	18	39	354
Portland City (Non-Res)	10	2	4	4	6	7	7	9	6	6	13	9	83
Portland Twp (Res)	12	14	20	14	10	11	16	12	29	17	18	15	188
Portland Twp (Non-Res)	3	2	2	1	1	6	2	7	0	1	2	6	33
Danby Twp (Res)	19	12	19	11	19	17	21	22	26	13	18	11	208
Danby Twp (Non-Res)	3	1	1	0	0	2	1	3	1	2	4	0	18
Pewamo Village (Res)	1	2	1	0	1	1	1	5	2	3	0	5	22
Pewamo Village (Non-Res)	0	0	0	0	0	0	1	0	1	0	0	0	2
Westphalia Village (Res)	1	0	2	1	0	2	0	1	2	3	0	3	15
Westphalia Village (Non-Res)	0	0	0	0	0	1	0	0	1	1	0	1	4
Westphalia Twp (Res)	2	4	2	5	2	3	1	4	2	0	3	2	30
Westphalia Twp (Non-Res)	2	1	0	0	0	0	0	1	0	0	2	0	6
Orange Twp (Res)	2	0	2	0	0	0	1	0	1	0	2	2	10
Orange Twp (Non-Res)	3	0	0	0	0	1	1	0	1	0	3	4	13
Sebewa Twp (Res)	1	3	3	2	3	2	1	2	3	3	1	5	29
Sebewa Twp (Non-Res)	1	2	1	0	1	0	2	0	0	0	2	2	11
Sunfield Village (Res)	X	X	X	3	3	6	4	0	1	1	0	2	20
Sunfield Village (Non-Res)	X	X	X	0	0	0	2	1	1	1	3	0	8
Sunfield Twp (Res)	X	X	X	6	6	6	8	5	13	7	6	6	63
Sunfield Twp (Non-Res)	X	X	X	1	1	3	3	0	4	2	0	0	14
Lyons Twp (Res)	4	3	3	3	2	2	5	1	X	X	X	X	23
Lyons Twp (Non-Res)	1	0	0	0	1	1	0	0	X	X	X	X	3
Transfers	8	6	7	3	3	4	11	8	12	10	13	14	99
Mutual Aid Response	6	5	8	7	7	8	7	11	7	10	2	5	83
Calls Given Away (911 only)	3	4	13	7	8	10	7	5	9	4			70

Work Order Recap 2024

ELECTRIC DEPARTMENT

- 10 VERIFY READ
- 223 METER REPLACED
- 2 NEW SERVICES
- 10 STREET LIGHT BULBS REPLACED
- 12 MISCELLANEOUS

DPW

- 6 TREES REMOVED
- 2 TREES TRIMMED
- 2 SIDEWALK REPAIRS
- 2 MISCELLANEOUS



WATER DEPARTMENT

- 2 VERIFY READ
- 33 ORION METERS INSTALLED
- 3 NEW SERVICES
- 5 MISCELLANEOUS



CITY OF PORTLAND ZONING BOARD OF APPEALS

ANNUAL REPORT 2024

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

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

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

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

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

Meetings Held	Length of Meeting	No. of Members Present
January – No Meeting		
February – No Meeting		
March – No Meeting		
April – No Meeting		
May – No Meeting		
June – No Meeting		
July – No Meeting		
August – No Meeting		
September – No Meeting		
October – No Meeting		
November – No Meeting		
December 9, 2024	32 Minutes	3

SUMMARY OF MEETINGS

December 9, 2024

- The nomination of officers was held.
- A variance request to allow construction of a second accessory building on the property located at 430 Hill St. was considered and denied.

2024 STATISTICAL SUMMARY

- 1 Meetings Held
- Average Meeting Length – 32 minutes
- Average of 3 Members Present
- 1 Variance Denied
- 0 Variances Approved
- 0 Request to Repeal a Decision of the Planning Commission

**CITY OF PORTLAND
PLANNING COMMISSION**

**ANNUAL REPORT
2024**

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

Meetings Held	Length of Meeting	No. of Members Present
January – No Meeting		
February – No Meeting		
March – No Meeting		
April – No Meeting		
May – No Meeting		
June – No Meeting		
July – No Meeting		
August – No Meeting		
September – No Meeting		
October – No Meeting		
November – No Meeting		
December 11, 2024	1 Hour	5

SUMMARY OF MEETINGS

December 11, 2024

- The nomination of officers was held.
- The Planning Commission held a Public Hearing to receive comments on a request to rezone the vacant parcel 300-034-000-005-01, located along Cutler Rd., from R2 to PUD to include residential and educational uses.
- The Planning Commission tabled consideration of the request to rezone the vacant parcel 300-034-000-005-01, located along Cutler Rd., from R2 to PUD to include residential and educational uses until the traffic study is complete to include more information on the density requirements.

2024 STATISTICAL SUMMARY

- 1 Meeting Held
- Average Meeting Length – 60 minutes
- Average of 5 Members Present
- 0 Site Plans Approved
- 0 Special Land Use Approvals
- 0 Lot Splits Approved

**CITY OF PORTLAND
DOWNTOWN DEVELOPMENT AUTHORITY**

**ANNUAL REPORT
2024**

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

Meetings Held	Length of Meeting	No. of Members Present
January 29, 2024	31 minutes	7
February 26, 2024	49 minutes	6
March 26, 2024	1 hour, 4 minutes	6
April 22, 2024	50 minutes	6
May 28, 2024	43 minutes	6
June 18, 2024	51 minutes	6
July 22, 2024	49 minutes	6
August 26, 2024	57 minutes	6
September 30, 2024	52 minutes	8
October 28, 2024	44 minutes	7
November 25, 2024	43 minutes	6
December – No Meeting		

SUMMARY OF MEETINGS

January 29, 2024

- General business was conducted.

February 26, 2024

- DDA Director ConnerWellman presented the Winter Digest – Bi-Annual presentation and information session.
- The DDA approved the request to apply for a liquor license for Beerfest 2024.
- The DDA approved a motion to update the signatories on the DDA bank accounts at Huntington Bank and Independent Bank.
- The DDA approved an estimate for repairs to the Veterans Bridge lighting.

March 26, 2024

- General business was conducted.

April 22, 2024

- General business was conducted.

May 28, 2024

- General business was conducted.

June 18, 2024

- The DDA approved a request to amend the budget for Fiscal Year 2023-2024 for the placement of infrastructure for downtown lighting and music displays and for the removal of the tree at Scout Park.
- The DDA approved a request to amend the budget for Fiscal Year 2024-2025 to increase administrative fees to the City.
- The DDA approved a request to amend the budget for Fiscal Year 2024-2025 for a storage facility that will be an accessory structure to the DPW building.
- The DDA approved a request to amend the budget for Fiscal Year 2024-2025 for a living fence to serve as camouflage from the utilities and parking lot at Scout Park.
- The DDA approved a request to amend the budget for Fiscal Year 2024-2025 to purchase movable site furnishings for both the Looking Glass Plaza and Scout Park.

July 22, 2024

- The Election of Officers was held.
- The DDA approved issuing checks to the breweries participating in the Brews & Pours event to be held on August 10, 2024.

August 26, 2024

- Jon Moxey of Fleis & VandenBrink provided information and updates on the proposed Looking Glass Plaza Project at 103 E. Grand River Ave.
- The DDA approved budget adjustments to approve an additional \$150,000.00 for the Looking Glass Plaza Project.
- The DDA approved the RAP 2.0 Grant Agreement for \$200,000.00 in funding for the Looking Glass Plaza Project.

September 30, 2024

- Jon Moxey of Fleis & VandenBrink provided an update on the Looking Glass Plaza Project.
- The DDA approved having the City Attorney respond to the request by Bill Fabiano related to his concerns around the construction for the Looking Glass Plaza Project at 103 E. Grand River Ave.
- The DDA approved a budget amendment to move funds from the Fiscal Year 2023-2024 Budget to the Fiscal Year 2024-2025 Budget for the Looking Glass Plaza Project and the Kent Street Reconstruction Project.

October 28, 2024

- The DDA approved the purchase of 500 LED wrist lights and a controller for Holidayfest.
- The DDA approved the purchase of a safety barrier for crowd control for Holidayfest.
- The DDA approved the fireworks proposal from Small Town Saturday Night fireworks for the 4th of July.
- The DDA held nominations for a new Chair and Vice Chair.

November 25, 2024

- The DDA approved a budget amendment to the Fiscal Year 2024-2025 Budget to reflect additional revenue and expenses with a total net increase to revenues.

2024 STATISTICAL SUMMARY

- 11 Meetings Held
- Average Meeting Length – 48 minutes
- Average of 6 Members Present