



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

7:00 P.M. Monday, May 19, 2025  
City Council Chambers  
City Hall, 259 Kent St, Portland, MI 48875

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:00 PM	<b>I. <u>Call to Order by Mayor Barnes</u></b>	
7:01 PM	<b>II. <u>Pledge of Allegiance</u></b>	
7:02 PM	<b>III. <u>Acceptance of Agenda</u></b>	Decision
7:03 PM	<b>IV. <u>Public Comment</u> (5-minute time limit per speaker)</b>	
7:10 PM	<b>V. <u>City Manager Report</u></b>	
7:15 PM	<b>VI. <u>Presentations</u></b>	
7:20 PM	A. Portland District Librarian Grimminck – Annual Report 2023/2024	
	B. Electric Superintendent Todd Davlin – Michigan Public Power Impact Report	
7:30 PM	<b>VII. <u>Public Hearing(s)</u></b>	
	A. Public Hearing for the Proposed Fiscal Year 2025/2026 Budget	
7:35 PM	<b>VIII. <u>Old Business</u> - None</b>	
7:38 PM	<b>IX. <u>New Business</u></b>	Decision
	A. Proposed Resolution 25-27 to Adopt the City of Portland’s Annual Budget for Fiscal Year 2025-2026 and Capital Improvement Plan	Decision
	B. Proposed Resolution 25-28 to Establish a Request for Funding, Designate an Agent, Attest to the Existence of Funds and Commit to Implementing a Maintenance Program for Roadway Improvements on Hill Street funded by the Transportation Economic Development Fund Category B Program	Decision
7:40 PM	C. Proposed Resolution 25-29 Approving Payment to F&V Construction for Work Performed in Relation to the River Crossing as Part of the Wastewater Treatment Plant Project	Decision
7:43 PM	<b>X. <u>Consent Agenda</u></b>	Decision
	A. Minutes and Synopsis of the Regular City Council Meeting held on May 5, 2025	
	B. Payment of Invoices in the Amount of \$604,856.60 and Payroll in the Amount of \$172,588.13 for a Total of \$777,444.73	

<b>Estimated Time</b>
7:45PM
7:50 PM
7:55 PM
8:00 PM

- C. Purchase Orders over \$5,000.00
  - 1. PM Technologies in the Amount of \$5,440.00 for Generator Maintenance
  - 2. MTEC in the Amount of \$28,108.30 to Replace the Push Camera/Utility Locater/Root Cutter for the Wastewater Department

**XI. Communications**

- A. Wastewater Department Report for April 2025
- B. Ionia County Central Dispatch Report for April 2025
- C. Ionia County Board of Commissioners Agenda for May 13, 2025
- D. MPSC Notice of Hearing for Consumers Energy

**XII. Other Business - None**

**XIII. City Manager Comments**

**XIV. Council Comments**

**XV. Adjournment**

<b>Desired Outcome</b>
Decision

# Annual Report

## 2023-2024

### Portland District Library

334 Kent Street

Portland, MI 48875



*Today's public libraries support*

- Lifelong learning · Early childhood education ·
- Local business and enterprise ·
- Access to technology and information for all citizens ·

Cory Grimminck, Library Director  
2023-2024

# Annual Report

July 1, 2023 – June 30, 2024

*THIS LIBRARY IS A MEMBER OF THE WOODLANDS LIBRARY COOPERATIVE HEADQUARTERED  
IN ALBION, MICHIGAN.*

<b>Library Board Members:</b>		
President:	<b>John Tannery (Danby Township)</b>	<b>'24</b>
Vice President:	<b>Nancy Marks (City of Portland)</b>	<b>'26</b>
Secretary	<b>Kathy Cook (Portland Township)</b>	<b>'26</b>
Treasurer:	<b>Mary Leik (Danby Township)</b>	<b>'26</b>
Trustee:	<b>Robert Weller (Portland Township)</b>	<b>'28</b>
Trustee:	<b>Pam Huber (City of Portland)</b>	<b>'27</b>

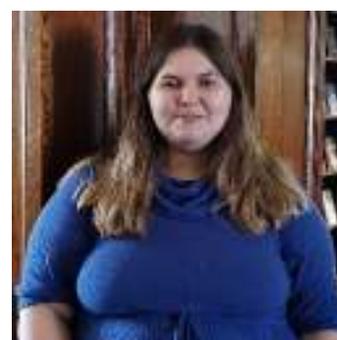
The legal area of the Portland District Library is comprised of the City of Portland, Portland Township, and Danby Township. Each of these governmental units is represented by two residents who are appointed by their respective council or board to be on the Board of the Portland District Library.

The Portland District Library Board is an appointed board with four year terms; however, board members may be reappointed for additional terms if approved by their council or board. The Board meets ten times per year, at 9:30 a.m. in the library. The schedule will be decided at the beginning of the calendar year and posted. Changes to the schedule will be made at the discretion of the board.

## **Library Hours:**

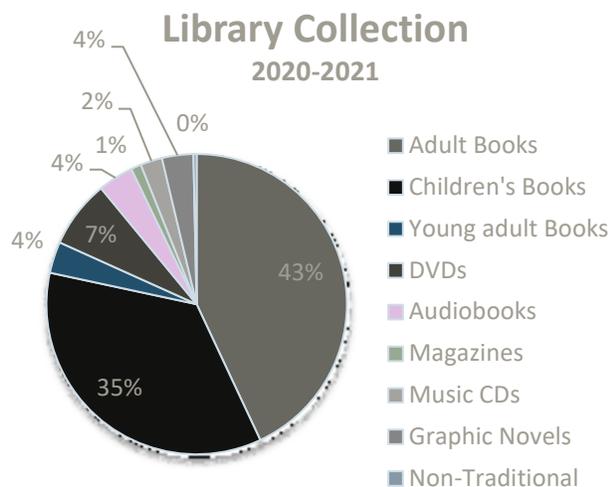
Library Hours are from 9:00 a.m. to 8:00 p.m. Monday through Thursday; 9:00 a.m. to 5:00 p.m. Friday; and 9:00 a.m. to 2:00 p.m. on Saturdays. The library is closed on Sundays.

<b>Library Staff:</b>	
Library Director	<b>Cory Grimminck</b>
Youth Librarian	<b>Eileen Pock</b>
Library Clerk	<b>Tanya Powers</b>
Library Clerk	<b>Amanda Pung</b>
Library Clerk	<b>Brenda Snow</b>
Library Clerk	<b>Sandy Thelen</b>
Library Clerk	<b>Shannon Simmons</b>
Library Clerk	<b>Teddy Kolp</b>
Library Clerk	<b>Jamie Goodman</b>
Library Clerk	<b>Belle Meeker</b>
Library Clerk	<b>Grace Snitgen</b>



New staff: Belle Meeker

LIBRARY COLLECTION	2022-2023	2023-2024
Adult fiction – hardcover	11,039	9,915
Adult non-fiction and reference	8,130	8,282
Adult paperbacks	1,166	1,165
Young adult books	1,688	1,522
Juvenile fiction	5,783	5,935
Juvenile non-fiction	3,478	3,610
Juvenile picture books \ Early readers	5,969	6,313
Parenting books	38	38
DVDs - adult	2,841	2,585
DVDs - juvenile	863	699
Adult audiobooks	1,429	1,291
Juvenile audiobooks	547	423
Magazines	531	506
Music CDs	968	1,043
Graphic Novels	1,580	1,528
Non-Traditional Collections	136	147
<b>TOTAL COLLECTION</b>	<b>46,186</b>	<b>45,002</b>



### The Collection:

The library collection is comprised of books, magazines, audiovisual materials, and non-traditional items (coloring books and supplies, board games, STEM kits, Story Adventure Packs, etc.) for all ages.

The book collection consists of board books, picture books, and beginning readers for infants to early elementary aged children. There are graphic novels, general fiction, and nonfiction sections for older elementary children, young adults, and adults. Individual collections include reference, parenting, and large print.

The library participates in a shared downloadable library through the Woodlands Cooperative. In addition, we have a smaller collection of downloadable ebooks and audiobooks that are available for checkout only to our patrons. We also have hoopla, a digital service that opens up even more ebooks and audiobooks for our patrons, as well as streaming movies, music, and television shows.

Audiovisuals include books on CD for adults, educational and non-educational DVDs for children and adults, and music CDs for both children and adults. We also offer Kanopy for streaming movies.

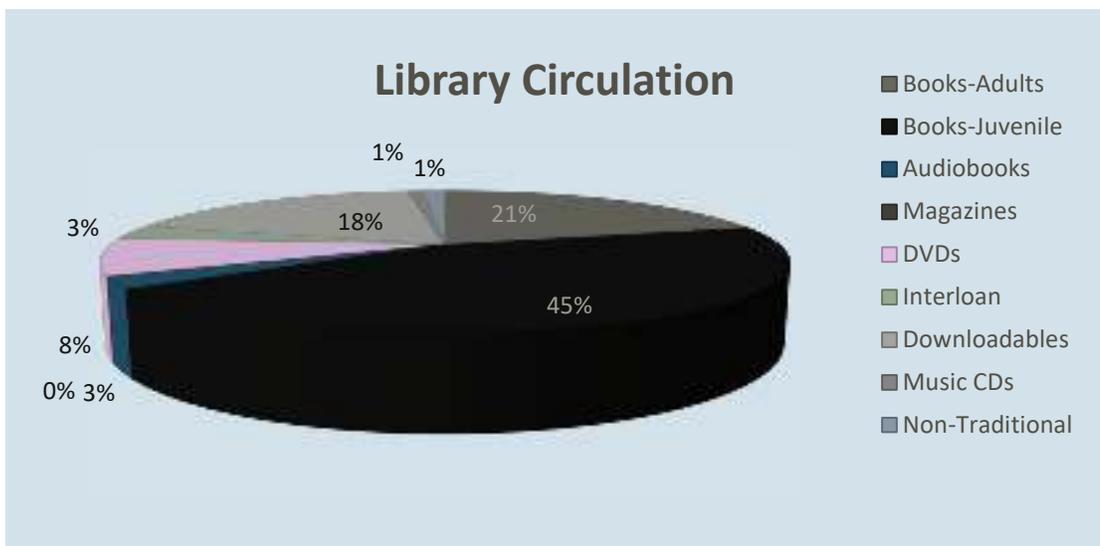
The library subscribes to 30 different magazines, 10 of which are for the children's or teen rooms. We subscribe to the *Lansing State Journal*, and *Ionia Sentinel-Standard*. We also have the *Portland Review and Observer* on microfilm dating back to 1868.

Housed in our History/Genealogy room are numerous historical materials. Included are county histories and plat maps, rural county directories, donated scrapbooks, high school yearbooks, pictures, flyers, and pamphlets about the Portland area. Holdings of the Portland Historical Society are also available there.

CIRCULATION STATISTICS	July 1,2022-June 30,2023	July 1,2023-June 30, 2024
Books-Adult	13,675	13,305
Books – Juvenile	30,809	28,769
<b>BOOKS – TOTAL</b>	<b>44,484</b>	<b>42,074</b>
Juvenile Audiobooks	845	856
Adult Audiobooks	967	741
Magazines	294	202
DVDs	4,657	4,396
Juvenile DVDs	1,320	994
Music CDs	545	567
Non-Traditional Collections	882	838
Overdrive downloadable books	9,549	9,897
Overdrive Advantage books	1,096	1,854
Interloan items received	1,812	2,059
<b>TOTAL CIRCULATION</b>	<b>66,332 items</b>	<b>64,478 items</b>

**Circulation Statistics**

Without our grant with the schools, circulation did go down this year. However, the decrease was only slightly more than half of what we gained last year, and I think we will be seeing the results of this grant for years to come. The greatest circulation drops continue to be in categories where patrons can easily stream the same content (movies and music). hoopla usage, in particular, continues to rise more quickly than we had anticipated. The highest circulation months were July of 2023 and March and June of 2024. Our lowest circulation month was December of 2023.



Name of Service Area (Census 2020)	Percentage Served	Legal Area Population	Contractual Area Population
City of Portland	100%	3,796	
Portland Township	100%	3,881	
Danby Township	100%	2,953	
		<b>Total: 10,630</b>	
Orange Township	50%		510
Sebewa Township	33.33%		375
Eagle Township	51.07%		1,485
Westphalia Township	61.73%		1,529
			<b>Total: 3,899</b>

**Total In Service Area: 14,529 persons**

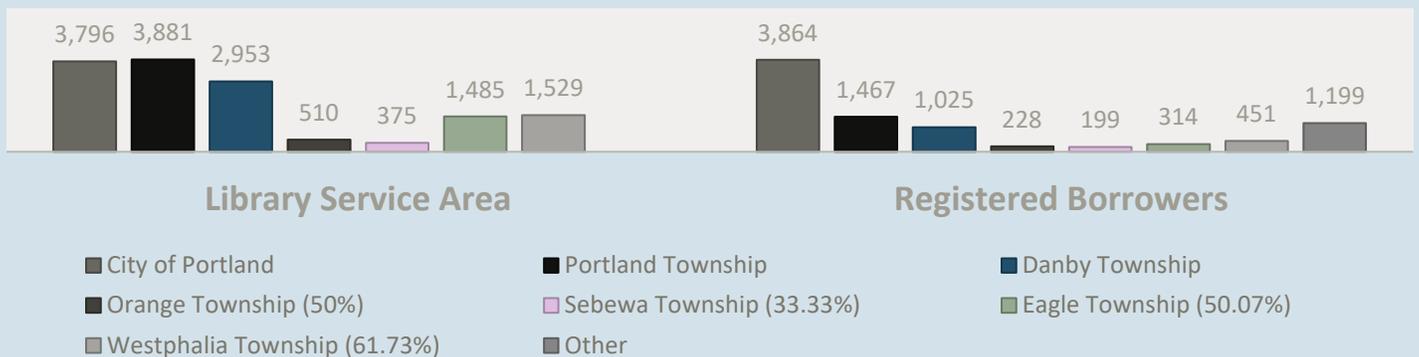
### Population of the Service Area

The library service area is comprised of both legal and contractual populations. Our legal service population is comprised of the City of Portland, Portland Township, and Danby Township. The library receives state aid, penal fine monies, and voted millage income based on the population of these areas.

We also have contracts with Orange and Sebewa Townships in Ionia County and receive a percentage of the state aid, penal fine monies, and millage income based on the population of these areas. In addition, we have contracts with Westphalia and Eagle Townships in Clinton County, and the Portland District Library receives a percentage of the state aid and penal fine monies available due to our percentage of the population as reported by the Township Boards.

Westphalia Township’s population is split between Portland and St. Johns libraries, with a small portion going to Grand Ledge. Eagle Township is split between Portland and Grand Ledge libraries. Orange Township is split between Portland and Ionia libraries. Sebewa Township is split between Portland, Lake Odessa, and Sunfield Libraries. Library contracts deciding these percentages and any other financial allocations to the library are agreed upon by the Township Board and the Library Board, and then sent on to the Library of Michigan for approval.

## Population of Library Service Area



Registered Borrowers (2022-2023)	
Portland City	3,864
Portland Township	1,467
Danby Township	1,025
Eagle Township	314
Orange Township	228
Sebewa Township	199
Westphalia Township	451
Other	1,166
<b>TOTAL</b>	<b>8,714</b>

### **Registered Borrowers**

One year after purchasing an astonishing number of unused patron cards, we are focusing not just on signing people up for new cards, but also on getting patrons to use the cards they get. Because of this, our outreach attempts to bring new people into the library, and our in-house activities attempt to prove our importance in patrons' lives.

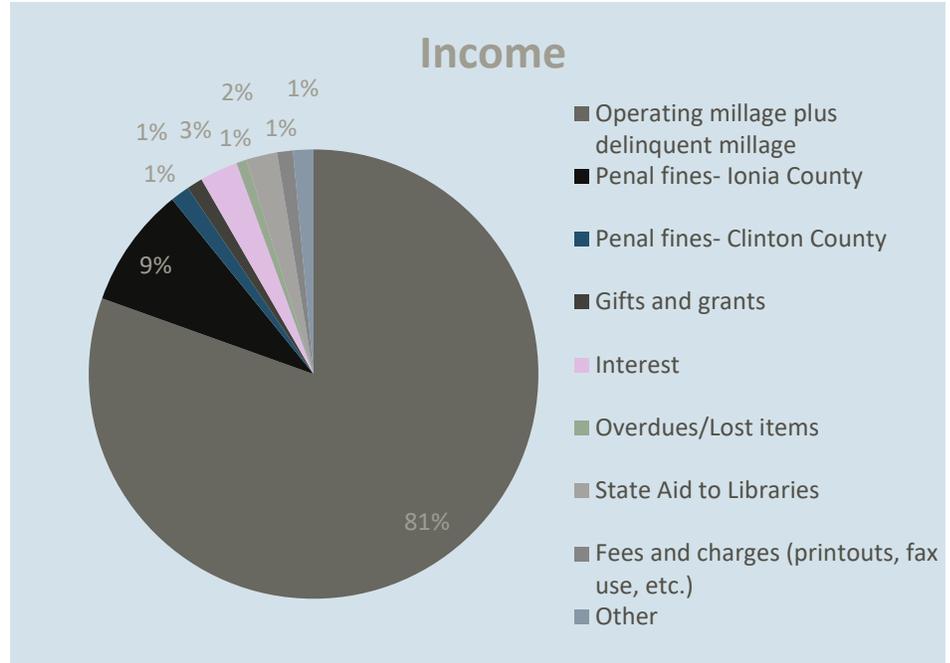
539 persons registered for their first library card from July 2023- June 2024, which is a slight drop from last year (11 fewer people). However, since we did not have the benefit of a Summer Reading Kickoff Extravaganza, these are great numbers! Of these 539 new patrons, 162 reside in the City of Portland, 129 in Portland Township, 54 in Danby Township, 34 in Eagle Township, 48 in Westphalia Township, 13 in Orange Township, and 12 in Sebewa. We also had 87 register from "other" areas.

Borrowers from areas designated as "other" reside in Ionia, Grand Ledge, Sunfield, Fowler, and other surrounding cities and villages or in surrounding townships such as Dallas, Berlin, Odessa, and Roxand.

Children must be six years old to be eligible for their own library card. Youth under 16 years must have the signature of a parent or legal guardian on the application form. Every applicant must provide proof of address when applying for a library card. Patrons are given their first card without charge when they join the library; however, if this card is lost they need to pay a \$2.00 replacement fee to receive a new one. A library card in good standing is required for checking out books and for using the internet computer stations.

*The library card is a passport to wonders and miracles, glimpses into other lives, religions, experiences, the hopes and dreams and strivings of ALL human beings, and it is this passport that opens our eyes and hearts to the world beyond our front doors, that is one of our best hopes against tyranny, xenophobia, hopelessness, despair, anarchy, and ignorance." –Libba Bray*

INCOME	
Operating millage plus delinquent millage	\$535,031
Penal fines- Ionia County	\$57,740
Penal fines- Clinton County	\$9,140
Gifts/grant/memorials	\$7,639
Interest	\$18,254
Overdue/Lost items	\$4,940
State Aid to Libraries	\$14,733
Fees and charges (printouts, fax use, etc.)	\$7,517
Other	\$9,784
<b>TOTAL:</b>	<b>\$664,778</b>

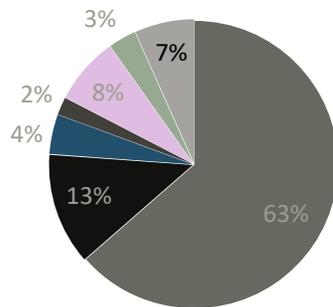


### Income and Expenses

Although the schools got another grant this year, our attempts to get a shared employee were unsuccessful, so we did not benefit from that this year. However, some savvy investing by our board led to higher interest income, and other line items made our overall income for the year higher than last year. A lack of large building projects this year helped us keep expenses down, despite raising our hourly wage by another dollar this year.

### Expenses

- Salaries/Staff expenses
- Repairs/utilities/maintenance
- Programming/ Publicity
- Supplies/postage/ bank charges
- Library materials
- Professional fees
- Technology



EXPENSES:	
Salaries/Staff expenses	<b>\$336,472</b>
Repairs/maintenance/utilities/equipment	<b>\$66,534</b>
Library materials (books, periodicals, AV)	<b>\$40,107</b>
Professional fees (accounting, insurance, audit)	<b>\$16,572</b>
Technology (Hardware, software, tech support)	<b>\$35,384</b>
Programming/ Publicity	<b>\$23,624</b>
Supplies/postage/bank charges	<b>\$10,662</b>
<b>TOTAL:</b>	<b>\$529,355</b>

## Youth Department 2023-2024

### Summer 2023

On top of the Summer Reading Program, summer months at the library were filled with tons of in-person and virtual programs, all-age programs for entire families, and outreach opportunities for staff to engage with the community. Two new programs that were offered this year include **Ready, Set, Game!** and **Doodle Drop-By**. Ready, Set, Game! gave patrons a chance to use the library's new Nintendo Switch and Doodle Drop-By had patrons using our 3Doodler pens to create 3D works of art. Both monthly programs were promoted to families and individuals looking for something fun to fill their hot summer days and were very well received!

Each year in August, we recognize all the hard work of our **1,000 Books Before Kindergarten** participants. This year we celebrated our fourth anniversary since relaunching the program in 2019. In the past 12 months, we had 65 new registrations, 11 graduates, and a total of 24,400 books read by our Littles.

Along with programs at the library, we continued outreach efforts with a monthly spot at the **Old Red Mill Farmers Market**. We promoted the library's services and resources, along with providing an outreach storytime and brought our beloved prize wheel, where everyone went home a winner! We also helped with **Portland Public School's Summer STEM Camp** in August. This year we took our entire collection of LEGO bricks to create marble mazes using engineering skills and applied chemistry concepts to make bouncy balls from scratch! Students and teachers enjoyed both projects.

**Summer Reading 2023: All Together Now** officially ended on August 5, 2023 after 8 weeks of reading, tracking, and earning level prizes and grand prize pack entries. This year we had a total of 724 youth patrons register; the most patrons to ever register for our reading program! This number can be broken down into 281 Littles, 378 Middles, and 65 Teens. We can thank our Innovative Community Library Grant funded Summer Reading Kickoff Extravaganza in June for giving us such positive momentum for the extremely successful year of all things summer reading at the library!

Ready, Set, Game!



Doodle Drop-By



PPS Summer STEM Camp



## **Fall 2023**

Programming continued to be very successful this season and we had some really fun and unique options available. Our newly revived **Teen Advisory Board** has grown one teen at a time. They helped decorate the Teen Room for Halloween and put together a Fear Factor activity for the Haunted Harvest Carnival. It is great for us to have input directly from the teens again and we are looking forward to where this group will be in a year. Our **Haunted Harvest Carnival** at the end of October went smashingly well! We used our ticket system again this year, which made patron flow into the building go smoothly. We had 11 teen volunteers, 2 adult volunteers, 9 library staff members, and 240 patrons attend the event. **Write On!** club members became published authors. A project that started during the summer and continued through the fall had them writing and illustrating their own stories. These stories were printed by Barnes & Noble's online publishing site and added into the library's juvenile fiction collection. We had a party to celebrate the completion of this project in November!

With our storytime programming, there has always been some exclusion of babies and their active participation during Busy Bees, our storytime for ages 0-3. The decision was made this fall to revamp our storytime for the youngest age group, renaming it **Tiny Tots** and planning for ages 0-2. This new storytime for babies, toddlers, and their caregivers includes songs that encourage baby-caregiver interactions leading to vocabulary building and much more fine and gross motor skill development. Sensory play is still a big focus; we are providing take home activities in our monthly Caregiver Packets for the virtual families, and we will still be using the sensory bins we created using the Library Services and Technology Act Grant that we received back in 2021.

**Youth and teen collections** received some updates this fall including new shelving and shelf signage. There is a new shelf in the Teen Room; we made the decision to weed all the audiobooks due to a lack of circulation. This allowed us to update the shelf and expand our growing nonfiction collection in that space. Downstairs in the Youth Department we had a shelf replaced to allow for some collections to be shifted and our new parenting collection to have a new space closer to our materials for Littles. We have a new "New Books" sign above our juvenile new book shelves, along with letter and number signage in our picture book, juvenile nonfiction and fiction, and teen nonfiction and fiction collections. These signs help browsability of these sections along with helping staff and patrons find items quicker. We can thank the Innovative Community Library Grant for these signage updates.

**Write On!  
Author Party**



**New Signage**



**Haunted Harvest  
Carnival Teen  
Volunteers**



## Winter 2023

December was a busy month at the library with all the **Holiday Happenings** offerings. Our patrons really enjoyed the month long celebration with a scavenger hunt, new holiday crafts for youth and adult patrons each week, spinning the prize wheel with every visit, and also fine forgiveness. We were consistently busy throughout the school's holiday break time. It was nice to see so many families utilizing the library. This has also been true for many of the snow days the school had recently seen, causing us to have families downstairs from the time we opened to the time we closed.

We have seen an increase in teen program participation. Jamie has worked very diligently over the last few years to increase our teen patron population. Since the pandemic, we have transitioned to mostly in-person teen programs including Dungeons & Dragons, book club, and Teen Advisory Board (TAB), along with our virtual Teen Art Hour program. The highlight of the winter for teens was bringing back our annual **Teen Lock-In**. This program took place at the end of February, which the members of TAB helped plan!

The **Winter Reading Program** was very popular this year. With many of our reading programs, we continue to see an increase in participation year after year. This year, the Youth Department's program was paid for using funds from the Innovative Community Library Grant. Each week a winner for each age category was drawn for a total of 18 winners over the 6-week program. Each winner chose a blanket, a hot cocoa mug, and a board game to create their own prize pack!

**Summer reading planning** also started during the winter months. This involved a lot of brainstorming and coming up with ideas to go along with the national theme provided by the Collaborative Summer Library Program organization. The theme for 2024 was *Adventure Begins at Your Library*. The entire department was very excited at the possibilities for our programs. Along with brainstorming, the primary focus during winter was to work on the donation letter that is sent out to local businesses. We asked for a combination of level prizes for the reading program, such as donut coupons from the Portland Party Store, along with monetary donations to support programs and prizes.

**Holiday Happenings  
Scavenger Hunt  
Youth Prize**



**Winter Reading  
Youth Prize  
Display Case**



**Teen Lock-In**



## Spring 2024

This spring was jam packed with projects, programs, and all sorts of summer reading preparations. The most exciting thing to happen during the spring was the reopening of the **storytime room** on April 1. Work was done to clean, sort, and organize toys and program materials to clean the space out. Off and Running Painting came in to help paint the walls a fresh, light green color and Rick came in very early one day to buff the floor, giving it a very clean and shiny look. New animal wall activity panels were installed for our toddler-aged patrons to play with, the Duplo wall got a facelift with some new trim, and our friends at the Ionia County Great Start Collaborative provided us with all new Talking is Teaching posters to go along the walls.

The spring allowed us to do some fun outreach and library promotion related things. During the second week of April, we celebrated **National Library Week** with a spirit week, encouraging patrons to visit the library wearing the day's theme and taking a picture in the photo booth to enter to win a prize. The **outreach book bike**, which was purchased using last year's Innovative Community Library Grant funds was officially in production. Cory provided the inspiration behind the design, while Eileen created the final design. It took a while to complete, but was quickly approved by the designers at Icicle Tricycles and the bike was be finished and shipped out to us in April. In May, the library was invited to participate in an outreach event at the **Ionia Sparrow Hospital walking trail** with all the other libraries in Ionia County. The Ionia County Great Start Collaborative put together the event, which allowed each library to set up a table with sensory bins and handout materials to promote the upcoming summer calendar and reading program. Between the end of May and beginning of June, the library hosted **classes from Oakwood Elementary** for a tour of the library, a lesson on how to use the library and treat library books, and heard all about the upcoming summer reading program.

Partnering with local organizations always brings a new energy to library programs. For years now, we have partnered with Loafing Goat Bakery to provide cookie decorating classes, Music is the Foundation to provide ukulele classes, and this spring we were able to find a new organization to help us bring back our beloved **Barks for Books** program. A national organization called, Love On A Leash, has a West Michigan chapter that volunteered their time each month to bring therapy trained dogs into the library for our young patrons to practice their reading skills. Reagan and her mom Jean were a joy to have in the building during each and every program!

National Library Week



Barks for Books



Storytime Room Reopening



## Summer 2024

This year's **Summer Reading Kickoff** took place on June 7 and was attended by 354 patrons of all ages from the community. The big highlights from this program were the live animal show from Dynamic Schools Assemblies, Scoop the Balloonatic providing fun balloon art, and Kona Ice providing sweet treats to help our patrons cool off outside.

For this year's Summer Reading Program: *Adventure Begins at Your Library*, the Youth Department was able to secure donations from 19 businesses stretching from Portland westward to Grand Rapids, and eastward to Grand Ledge and Lansing. Without these donations, both in the form of monetary donations as well as tickets and coupons, we would not have been able to provide such an amazing incentivized reading program. We are very grateful for all support we received this year as it continues to grow every year!

### Summer Reading Kickoff



## Outreach Opportunities

- **PDL Takes On Red Mill Farmers Market** – July 29, 2023
- **PPS Summer STEM Camp** – August 1 & 3, 2023
- **PPS Summer STEM Camp** – August 8 & 10, 2023
- **Hoops & Books at PPS** – February 16, 2024
- **GSRP Talking is Teaching Sparrow Walking Trail Event** – May 17, 2024
- **PDL Takes On Red Mill Farmers Market** – June 29, 2024

## Department Donations & Grants

- Ionia County Great Start Collaborative - \$500 – **Fall Books & Blankets** – Books
- Ionia County Great Start Collaborative - \$425 – **January Books & Blankets** – Books & Mittens
- Ionia County Great Start Collaborative – **Petey L.’s Blizzard Adventures** – Winter Kits
- Innovative Community Library Grant – \$730 – **Hoops & Books Outreach Event** – Books
- Ionia County Great Start Collaborative - \$620 – **Spring Books & Blankets** – Books
- Library Patron - \$160 – **Youth Department** – Colored Stools
- Library Patron - \$870 – **Storytime** – Musical Instruments (bongos, rhythm sticks, bells)
- Ionia County Great Start Collaborative – **Youth Department** – 20 Talking is Teaching Posters
- Ionia County Great Start Collaborative – **Storytime & Prize Packs** – 25 Spring Bags
- Ionia County Great Start Collaborative – **Summer Reading Kickoff** – 48 Coloring Kites
- Ionia County Great Start Collaborative – **Giveaway** – 75 Talking is Teaching Calendars
- Smart Money Michigan Kids Read – **April Books & Blankets** – 50 Books
- Ionia County Great Start Collaborative - \$600 – **SRP 2024 Sponsorship**
- Courageous Coffee - \$100 – **SRP 2024 Sponsorship**
- Fabiano’s River House Bar and Grill – \$100 – **SRP 2024 Sponsorship**
- Hometown Sports – \$100 – **SRP 2024 Sponsorship**
- Ohana Medical Group – \$100 – **SRP 2024 Sponsorship**
- Olivera’s – \$100 – **SRP 2024 Sponsorship**
- Portland Veterinary Services – \$100 – **SRP 2024 Sponsorship**
- Tri County Collision – \$100 – **SRP 2024 Sponsorship**
- DEFY Lansing – **SRP 2024 Grand Prize Packs** – 10 VIP Passes
- Fabiano’s Westside Grocery – **SRP 2024 Level Prizes** – 80 Slushie Coupons
- Fabricated Customs – **SRP 2024 Grand Prize Packs** – 4 \$15 Coupons
- Frederick Meijer Gardens – **SRP 2024 Kickoff Prize Packs** – 2 Family Day Passes
- Funtime Adventure Park – **SRP 2024 Kickoff Prize Packs** – 16 Mini-Golf Passes
- Impression 5 Science Center – **SRP 2024 Grand Prize Packs** – 9 Single Day Passes
- McDonald’s – **SRP 2024 Level Prizes** – 100 Small Fry Coupons
- New China Buffet – **SRP 2024 Grand Prize Packs** – 8 Free Meal Coupons
- Portland Party Store – **SRP 2024 Level Prizes** – 505 Free Donut Coupons
- Subway – **SRP 2024 Level Prizes** – 425 Free Meal Coupons

- Wendy's – **SRP 2024 Level Prizes** – 60 Free Frosty Keychains
- Zap Zone XL – **SRP 2024 Level Prizes** – 425 Free Attraction Bookmarks

## Attendance

### Children's Attendance:

- **178** programs total
- **5,954** patron program registration
- **3,056** patrons attended programs
- **2,252** video views on YouTube

### Teen Attendance:

- **47** programs total
- **469** patron program registration
- **254** patrons attended programs
- **N/A** video views on YouTube

### All-Ages Attendance:

- **31** programs total
- **125** patron program registration
- **1,459** patrons attended programs
- **114** video views on YouTube

### Overall Department Attendance:

- **256** programs total
- **6,548** patron program registration
- **4,769** patrons attended programs
- **2,366** video views on YouTube

## Adult Programming 2023 - 2024

### **Summer 2023:**

Eight people joined Becky Wychers in July to paint a gnome, and 15 of our patrons who prefer to craft at home made adorable artworks featuring baby turtles headed toward the sea. In August, ten people came to the library to refurbish our old bookends for use at home.



Refurbished bookends



Painters and their masterpieces

### Fall 2023:

Our fall kicked off with an in-person program teaching patrons how to quill (roll and fold paper strips to create pictures). Ten people attended that program, which marked the beginning of our drop-in quilling club, which meets monthly and consistently draws in 3-10 people. We had two take-and-make bags in October—one which allowed 15 patrons to make witch legs to “crash” into their yards, and the second, in which ten people created pretty pumpkin platters. Our last program in October was a royal icing cookie decorating class with eight people in attendance. November brought six people learning the basics of 3D printing, and five people painting frosty holiday cards with metallic watercolors.

### Winter 2023/2024:

A dozen people prepared for the holidays by getting our “No More Needles Christmas Tree” take-and-make bags in December. In January, our take-and-make craft involved making statement necklaces out of wooden beads, a task that 20 people took on. There were numerous programs in February, starting with lanterns made out of picture frames—seven people attended this program. We had our biggest crowd yet (23 people) for our annual jigsaw puzzle competition, and eight people learned how to make essential-oil-infused lotions with April from OM’s Garden.

### Spring 2024

In March, Tammie created 12 tassel Time Wreath take-and-make bags, which went very quickly. In anticipation of Portland Creates!, 20 people got take-and-make bags in April that taught them to paint springtime trees with watercolors. Also in April, we celebrated National Library Week by creating our own little “reading stations” complete with a place to put your bookmark, glasses, clip-on reading light, and more. This take-and-make bag went out to 12 people. In May, 12 people painted daisies onto straw hats to make a springy fashion statement. And in June, we rounded out the year with “Paperpalooza,” an in-person program where we made and embellished our own paper.

### **Other Services:**

The library provides a fax machine, laminating machine, disc repair, 3D printer, and a copier for a nominal fee for public use. There are several areas that provide patrons an opportunity to put up local flyers on community boards. Tax forms are available in the spring, making us one of the only places in Portland to pick up hard copies of the forms. This year we began distributing free COVID tests to our patrons. We also participate in the Michigan Adventure Pass program—which provides free or reduced admission to a variety of cultural venues throughout the state.

### **Computers:**

We are now back to pre-COVID computer rules, which means there are no longer time limits on public computer usage. We also offer a mobile print option, which allows patrons to print from their home computer or mobile device. In addition to internet access, Microsoft Office (which includes word, excel, and publisher) is available for patron use on these computers. We offer Ancestry.com, a genealogy database, for use on the library computers. There are also three AWE touch screen computers in the youth area, which are pre-loaded with games and educational programs.

Along with the service of high speed Internet access, the library is a free wireless access point, which many patrons take advantage of by bringing their own laptops in to use.

### **Meeting Room and Display Case:**

The Community Meeting Room, located at the bottom of the stairs, is available for meetings and presentations. Groups who would like to use this room need to register in advance. The room is free to non-profit organizations—otherwise there is a nominal fee.

One of the goals of the library is to involve the community in decorating the display case found in the lower level lobby with a different exhibit each month. Anyone interested in mounting a collection in this case should contact the library director.

### **Website**

The site currently has links to Mel.org (interlibrary loan and databases), Overdrive Media site, where one can go to download books, two language learning sites—Pronunciator and Mango Languages, Kanopy (movies), hoopla (books and movies), the PDL blog, and the library's Facebook page. Also, for their convenience, patrons can view the catalog on the website, place holds on PDL books, and renew their books. There is a reference and genealogy page for people looking for information and quick links to local and national sites. Visit the website at [www.pdl.michlibrary.org](http://www.pdl.michlibrary.org).



## **Director's Report**

As I was thinking about what to write in this report, the phrase “back to pre-COVID levels” kept popping into my head. And yet . . . something didn’t feel right about that. But why? We no longer had restrictions on computer usage, and we hadn’t required masks in years. We weren’t storing anything else in the back, waiting for a post-pandemic world. We have even stopped quarantining books and disinfecting every surface every day. So why didn’t I want to say that we were back to pre-COVID levels of service. And then I realized that it’s because we’ve come back from the pandemic even better than we were before. When we re-opened the storytime room and brought all the toys back out, we didn’t just make it the same as it had been. A fresh coat of paint and fresh manipulatives made the storytime room even more welcoming than it had been. And a brand new kitchen set in the apse—with the most adorable wooden appliances and food you’ve ever seen—has been spreading more joy than anything we had in the past. Some of our computers have given up the ghost, so we’re going to upgrade the tech so that there will be something for everyone. We even added level prizes to our adult summer reading program this year! We have upped our game! We hope to continue leveling up as we make our way through this new fiscal year, bringing creative new services and programs that will draw people into the library and engage them.

We will need your help, though, as we do this. 2025 will bring a new strategic plan, and it is vitally important that we get feedback from both our regular patrons, and from people who never set foot in the library. We’ll be reaching out with surveys, online polls, and calls for participants to gather and brainstorm. I’m very hopeful that the community will not only answer our calls, but also help us spread the word. As has been proven time and time again in the past, Portland is a tight-knit community that looks after every member. I’m hoping these connections will help us serve each and every resident better, next year, and beyond

# MICHIGAN PUBLIC POWER

## IMPACT REPORT

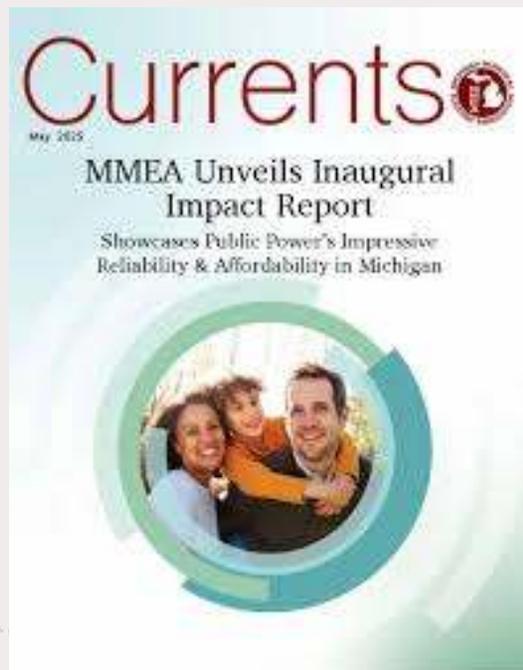
MAY 2025



BOARD OF  
LIGHT & POWER  
EST. 1896



# VALUE



The Michigan Municipal Electric Association commissioned a unique report to measure the real, financial returns from reliability and residential rates for Public Power customers across Michigan.





# RELIABILITY

Loss of power places a financial burden on residents and businesses in the form of personal cost, lost productivity, lost sales or significant investment in back up power systems. The Impact Report uses a nationally recognized model to quantify the benefits of Public Power's superior reliability relative to in-state averages for investor-owned utilities.

# RATES

Public Power Utilities offer lower residential rates than investor-owned utilities. The Impact Report collected and analyzed public rate and revenue data for participating utilities and compared those rates to the nearest investor-owned utility's rates to calculate the savings Public Power customers receive through their municipal utility.



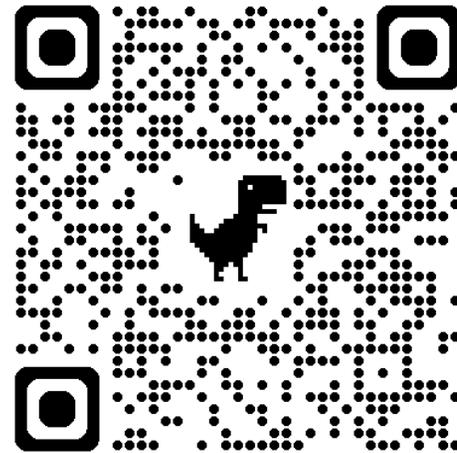
# RATES

Rate Class (Portland)	Rate Class (Consumers)	% Difference	kWh Sales by Rate Class	C&I Weighted Avg
<b>Industrial</b>	GSD	<b>-21.20%</b>	8,407,875	
<b>Commercial</b>	GS	<b>-24.70%</b>	8,560,906	-22.90%
	GS + GSD Total		16,968,781	
<b>Residential</b>	RSP	<b>-23.70%</b>	16,925,772	
<b>Overall Weighted Average Compared to IOU</b>		<b>-23.30%</b>		

On average, in 2024, the City of Portland – Board of Light and Power all in electric costs were 20-25% less than Consumers Energy. The City of Portland – Board of Light is seeking a 4% rate increase for the 2025/2026 Fiscal year. The MPSC approved an 8% rate increase for Consumers Energy for 2025.



# IMPACT



Impact Report Video Link

<https://view.publitas.com/75309/2224817/videos/b9d6f0e7-12a4-403c-b27e-f7ddf67d5577.mp4#t=0.1>

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 25-27**

**A RESOLUTION TO ADOPT THE CITY OF PORTLAND’S ANNUAL  
BUDGET FOR FISCAL YEAR 2025-2026 AND  
CAPITAL IMPROVEMENT PLAN**

**WHEREAS**, in accordance with the provisions of the City Charter, the City Manager submitted a recommended budget for the City of Portland, Michigan for the fiscal year commencing July 1, 2025, and ending June 30, 2026, to the City Council on April 21, 2025; and

**WHEREAS**, the City Council has considered the financial needs of the City of Portland for its efficient operations during the coming fiscal year and has reviewed the recommended budget submitted by the City Manager; and

**WHEREAS**, on May 19, 2025, the Council did, after proper notice and in accordance with the laws of the State of Michigan, conduct a public hearing on the proposed budget and on the proposed millage rate to be levied to support the proposed budget; and

**WHEREAS**, the Council has heard and considered all objections and comments on the proposed budget and millage rate to support the proposed budget made at the public hearing.

**NOW, THEREFORE BE IT RESOLVED**, that the expenditures for the fiscal year commencing July 1, 2025, and ending June 30, 2026, are hereby appropriated by the Portland City Council as follows:

101 - GENERAL FUND

Mayor and Council	\$ 36,820.00
City Manager	\$ 244,130.00
General Administration	\$ 524,780.00
Assessor’s Department	\$ 75,815.00
Elections	\$ 9,650.00
City Hall	\$ 99,915.00
Economic Development	\$ 29,750.00
Police Department	\$1,098,389.00
Code Enforcement Zoning and Planning	\$ 27,375.00
Cemetery Department	\$ 230,095.00
Community Promotion	\$ 458,486.00
Parks Department	\$ <u>289,100.00</u>

SUBTOTAL OF EXPENDITURES FOR GENERAL FUND	\$3,124,305.00
105 - INCOME TAX FUND	\$1,758,221.00
202 - MAJOR STREET FUND	\$1,028,504.00
203 - LOCAL STREET FUND	\$1,562,697.00
208 - RECREATION FUND	\$ 153,760.00
210 - AMBULANCE FUND	\$1,265,348.00
248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$ 465,260.00
405- WELLHEAD IMPROVEMENT	\$ 10,000.00
520 – REFUSE COLLECTION FUND	\$ 218,000.00
582 - ELECTRIC DEPARTMENT FUND	\$ 6,471,693.00
590 - WASTEWATER DISPOSAL FUND	\$ 2,137,186.00
591 - WATER DEPARTMENT FUND	\$ 983,338.00
661 – MOTOR POOL FUND	<u>\$ 502,941.00</u>

**GRAND TOTAL EXPENDITURES  
ALL FUNDS \$19,681,253.00**

**BE IT FURTHER RESOLVED**, that the contributions "TO and FROM" for the fiscal year commencing July 1, 2025, and ending June 30, 2026, are hereby appropriated by the City Council as follows:

From General Fund	
To Recreation Fund	\$ 32,000.00
From Income Tax	
To Major Street Fund	\$ 384,000.00
From Income Tax	
To Local Street Fund	\$ 1,050,000.00
From Major Street Fund	
To Local Street Fund	\$ 60,000.00
From Electric Fund	
To General Fund	\$ 115,391.00
From Wastewater Fund	
To General Fund	\$ 81,250.00

From Water Fund	
To General Fund	\$ 40,805.00

<b>GRAND TOTAL TRANSFERS</b>	
<b>ALL FUNDS</b>	<b><u>\$ 1,763,446.00</u></b>

**BE IT FURTHER RESOLVED**, that the revenues for the fiscal year commencing July 1, 2025, and ending June 30, 2026, are estimated as follows:

101 - GENERAL FUND REVENUE	
Taxes	\$1,415,706.00
Licenses & Permits	\$ 40,400.00
Grants / Revenue Sharing	\$ 560,473.00
Charges for Services	\$ 528,152.00
Fines & Forfeits	\$ 12,500.00
Other	<u>\$ 398,371.00</u>
 SUBTOTAL OF REVENUES FOR GENERAL FUND	 \$2,955,602.00
 105 - INCOME TAX FUND	 \$1,200,000.00
150 - PERPETUAL CARE	\$ 3,400.00
202 - MAJOR STREET FUND	\$ 878,548.00
203 - LOCAL STREET FUND	\$1,495,564.00
208 - RECREATION FUND	\$ 153,760.00
210 - AMBULANCE FUND	\$1,167,345.00
248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$ 483,000.00
405- WELLHEAD IMPROVEMENT	\$ 10,000.00
520 - REFUSE COLLECTION FUND	\$ 219,670.00
582 - ELECTRIC DEPARTMENT FUND	\$5,753,650.00
590 - WASTEWATER DISPOSAL FUND	\$1,857,216.00
591 - WATER DEPARTMENT FUND	\$ 960,200.00
661- EQUIPMENT FUND	<u>\$ 315,700.00</u>
 <b>GRAND TOTAL REVENUES</b> <b>ALL FUNDS</b>	 <b><u>\$17,453,655.00</u></b>

**BE IT FURTHER RESOLVED**, that funds be appropriated from fund balances to balance the budget as follows:

101 - GENERAL FUND	\$ 168,703.00
105 - INCOME TAX FUND	\$ 558,221.00
202- MAJOR STREETS	\$ 149,956.00
203 -LOCAL STREET FUND	\$ 67,133.00
208- RECREATION	\$ 0.00
201- AMBULANCE	\$ 98,003.00
248 -DDA FUND	\$ 0.00
582 -ELECTRIC DEPARTMENT FUND	\$ 718,043.00
590 -WASTEWATER FUND	\$ 279,970.00
591 - WATER DEPARTMENT FUND	\$ 23,138.00
661 – MOTOR POOL FUND	\$ <u>187,241.00</u>
<b>TOTAL</b>	<b>\$ 2,250,408.00</b>

**BE IT FURTHER RESOLVED**, that 12.3645 mills be levied on the taxable assessed valuation as equalized for general operating requirements of the City of Portland and 0.9768 mills be levied on the taxable assessed valuation as equalized for local streets and the Mayor and Clerk are authorized to sign the 2025 Tax Rate Request (form L-4029) to request a total levy of 13.3413 mills.

**BE IT FURTHER RESOLVED**, the water and wastewater utility rates have been reviewed and determined that a 7% increase in water, a 3% increase in wastewater, and 4% base-rate increase in electric rates is necessary to support the appropriations set forth above.

**BE IT FURTHER RESOLVED**, that the City Manager is authorized to make budgetary transfers within the line items of appropriation centers established through this budget and that all transfers between appropriations listed in this resolution may be made only by further action of the Council, pursuant to the provisions of the Michigan Uniform Accounting and Budgeting Act.

**BE IT FURTHER RESOLVED**, that the Portland City Council approves the 6-year Capital Improvement Plan in accordance to MCL 125.3865 of the Michigan Planning Enabling Act, attached hereto as Exhibit A.

**BE IT FURTHER RESOLVED**, that the funds appropriated shall be drawn from the treasury of the City for the purpose pursuant to the authority granted by the Portland City Charter.

**BE IT FINALLY RESOLVED** that all resolutions and parts of resolution are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

Dated: May 19, 2025

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**Monique I. Miller, City Clerk**

### **CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Portland, County of Ionia, State of Michigan, at a regular meeting held on May 19, 2025 and that the meeting was conducted and public notice of the meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976.

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**Monique I. Miller, City Clerk**

**City of Portland  
Capital Improvements Plan 2025-2031**

Project	Funding Source(s)	Fiscal Year Allocation (Estimated City of Portland Costs)						Total	Notes
		2025-26	2026-27	2027-28	2028-29	2029-2030	2030-2031		
<b>Roadways (Streets, Sidewalks, Streetscapes, Storm Sewer &amp; Bridges)</b>									
Grand River Avenue Corridor Study	City Income Tax Fund, Major Street Fund		\$ 50,000					\$ 50,000	
PASER Study Update	City Income Tax Fund, Major/Local Street Funds		\$ 12,000					\$ 12,000	
W. Grand River Ave. - Water Street to City Limits		\$ 50,000	\$ 215,000					\$ 265,000	Small Urban funds - \$385 total project \$650K
Hill Street Improvements - Kent Street to Lincoln Street	City Income Tax Fund/Category B application	\$ 750,000	\$ 550,000					\$ 1,300,000	Final scope and budget TBD
James Street Improvements - Elm Street to Grant Street	City Income Tax Fund			\$ 800,000	\$ 800,000			\$ 1,600,000	Final scope and budget TBD
Divine Highway Bridge Replacement	MDOT Local Bridge, City Income Tax Fund	\$ 320,000	\$ 270,000					\$ 590,000	
Bridge Street Bridge- Preventative Maintenance	MDOT Local Bridge, City Income Tax Fund		\$ 100,000					\$ 100,000	
Rowe Avenue Reconstruction - Grand River Avenue to Rindلهaven Commons	City Income Tax Fund					\$ 300,000		\$ 300,000	
Capital Preventative Maintenance (Crack Seal, Misc. Mill & Fill, Alleys, etc.)	City Income Tax Fund	\$ 25,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 275,000	
-- Identified Mill & Fill Priorities:	City Income Tax Fund							\$ -	
Cross Street - Ionia Road to Lyons Road					\$ 100,000			\$ 100,000	
Water Street				\$ 150,000				\$ 150,000	
Island & Orchard Streets					\$ 150,000			\$ 150,000	
Riverside Drive		\$ 300,000						\$ 300,000	
Looking Glass			\$ 160,000					\$ 160,000	
Pleasant					\$ 90,000			\$ 90,000	
North & Washington Streets					\$ 200,000			\$ 200,000	
Lyons Road				\$ 180,000				\$ 180,000	
Market Street -Clarke - B - H Streets						\$ 200,000		\$ 200,000	
	<b>Subtotal Roadways</b>	<b>\$ 1,445,000</b>	<b>\$ 1,407,000</b>	<b>\$ 1,180,000</b>	<b>\$ 1,390,000</b>	<b>\$ 550,000</b>	<b>\$ 50,000</b>	<b>\$ 6,022,000</b>	
<b>Water System</b>									
Wellhead Protection & Wellfield Study	EGLE, Water System Fund	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 60,000	EGLE Grant
Water Department Pickup Truck Replacement	Water System Fund			\$ 40,000				\$ 40,000	
Set Aside for Water Main Directional Drill at Veteran's Memorial Bridge	Water System Fund	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 150,000	Insulation to be addressed with bridge project
Water Service Line Material Inventory	Water System Fund	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000	
Wellhouse No. 4 Upgrades (paint, siding, roofing, electrical, etc.)	Water System Fund	\$ 25,000						\$ 25,000	Cost/scope to be confirmed
Wellhouse No. 6 Upgrades (paint, roofing, etc.)	Water System Fund	\$ 25,000						\$ 25,000	Cost/scope to be confirmed
New Well	Water System Fund			Initiate Bond				\$ -	Assumes new site, generator, etc.
Water Reliability Study	Water System Fund		\$ 10,000					\$ 10,000	
Hill Street Water Main Replacement - Kent Street to Lincoln Street	Water System Fund, City Income Tax Fund	\$ -	\$ 160,000	\$ 160,000				\$ 320,000	With roadway improvements
Kent Street Water Main Replacement - Academy to Grand River Avenue	Water System Fund, City Income Tax Fund							\$ -	With roadway improvements
James Street Water Main Replacement - Elm Street to Grant Street	Water System Fund, City Income Tax Fund			\$ 150,000	\$ 150,000			\$ 300,000	With roadway improvements
Rowe Avenue Water Main Replacement - Grand River Avenue to Rindلهaven	Water System Fund, City Income Tax Fund					\$ 130,000		\$ 130,000	With roadway improvements
	<b>Subtotal Water System</b>	<b>\$ 185,000</b>	<b>\$ 305,000</b>	<b>\$ 485,000</b>	<b>\$ 285,000</b>	<b>\$ 265,000</b>	<b>\$ 135,000</b>	<b>\$ 1,660,000</b>	

**City of Portland  
Capital Improvements Plan 2025-2031**

Project	Funding Source(s)	Fiscal Year Allocation (Estimated City of Portland Costs)						Total	Notes
		2025-26	2026-27	2027-28	2028-29	2029-2030	2030-2031		
<b>Wastewater System</b>									
Hill Street Sewer Improvements - Kent Street to Lincoln Street	Sewage Disposal System Fund, Income Tax Fund		\$ 80,000	\$ 80,000				\$ 160,000	With roadway improvements
Kent Street Sewer Improvements - Academy Street to Grand River Avenue	Sewage Disposal System Fund, Income Tax Fund							\$ -	With roadway improvements
James Street Sewer Improvements - Elm Street to Grant Street	Sewage Disposal System Fund, Income Tax Fund			\$ 250,000	\$ 250,000			\$ 500,000	With roadway improvements
Rowe Avenue Sewer Improvements - Grand River Avenue to Rindلهaven	Sewage Disposal System Fund, Income Tax Fund					\$ 75,000		\$ 75,000	With roadway improvements
Riverside Lift Station	Sewage Disposal System Fund		\$ 490,000					\$ 490,000	
Sanitary Sewer Cleaning & Televising	Sewage Disposal System Fund	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 90,000	
<b>Subtotal Wastewater System</b>		<b>\$ 15,000</b>	<b>\$ 585,000</b>	<b>\$ 345,000</b>	<b>\$ 265,000</b>	<b>\$ 90,000</b>	<b>\$ 15,000</b>	<b>\$ 1,315,000</b>	
<b>Department of Public Works</b>									
New Leaf Vacuum	Major/Local Street Funds							\$ -	
New Loader	Major/Local Street Funds	\$ -		\$ 300,000				\$ 300,000	
New Snow Plow	Major/Local Street Funds		\$ 190,000					\$ 190,000	
Asphalt Roller	Major/Local Street Funds			\$ 40,000				\$ 40,000	
Skid Steer	Major/Local Street Funds		\$ 80,000					\$ 80,000	
Small Dump Truck	Major/Local Street Funds				\$ 80,000			\$ 80,000	
DPW Pickup Truck Replacement	Major/Local Street Funds					\$ 50,000		\$ 50,000	
DPW Facility - HVAC Improvements	Major/Local Street Funds		\$ 50,000					\$ 50,000	
<b>Subtotal Department of Public Works</b>		<b>\$ -</b>	<b>\$ 320,000</b>	<b>\$ 340,000</b>	<b>\$ 80,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 790,000</b>	
<b>Electric</b>									
Circuit Transition	Electric, Light & Power System Fund	\$ 41,000	\$ 85,000	\$ 118,000	\$ 78,000	\$ 48,000		\$ 370,000	
Rindلهaven Electrical Infrastructure	Electric, Light & Power System Fund	\$ -	\$ 176,000		\$ 90,000			\$ 266,000	BLP will pay for 1/3 of estimated cost
Substation at 723 E. Grand River Avenue	Electric, Light & Power System Fund	\$ -						\$ -	
Interconnect from City Vault to Grant Street Substation	Electric, Light & Power System Fund	\$ 150,000	\$ 105,000					\$ 255,000	
Misc. Transformer Improvements	Electric, Light & Power System Fund	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000	As needed
Used Bucket Truck	Electric, Light & Power System Fund	\$ 225,000						\$ 225,000	
Pick up Truck with side Tool Bins	Electric, Light & Power System Fund		\$ 85,000					\$ 85,000	
Single Cab basic work truck	Electric, Light & Power System Fund		\$ 55,000					\$ 55,000	
Municipal Dam Generator #1 Mechanical and Electrical PM	Electric, Light & Power System Fund	\$ 85,000						\$ 85,000	
Kent Street Electric System Improvements	Electric, Light & Power System Fund							\$ -	
AMI	Electric, Light & Power System Fund							\$ -	
Municipal Dam Apron and Impoundment Improvement/Repair	Electric, Light & Power System Fund	\$ -	\$ 50,000			\$ 75,000		\$ 125,000	
Municipal Dam Windows & HVAC	Electric, Light & Power System Fund				\$ 50,000			\$ 50,000	
Impoundment Concrete Repair/Maintenance	Electric, Light & Power System Fund			\$ 50,000				\$ 50,000	
<b>Subtotal Electric &amp; Technology Systems</b>		<b>\$ 551,000</b>	<b>\$ 606,000</b>	<b>\$ 218,000</b>	<b>\$ 268,000</b>	<b>\$ 173,000</b>	<b>\$ 50,000</b>	<b>\$ 1,866,000</b>	

**City of Portland  
Capital Improvements Plan 2025-2031**

Project	Funding Source(s)	Fiscal Year Allocation (Estimated City of Portland Costs)						Total	Notes
		2025-26	2026-27	2027-28	2028-29	2029-2030	2030-2031		
<b>Parks, Recreation &amp; Cemetery</b>									
Thompson Field - Canoe/Kayak Launch	MDNR, General Fund		\$ 10,000					\$ 10,000	Anticipates \$40k MDNR Passport Grant
Cemetery - Convert Building to Natural Gas	General Fund			\$ 15,000				\$ 15,000	
Cemetery - Fence Replacement, Phase 1	Perpetual Fund		\$ 40,000					\$ 40,000	
Two Rivers Park - Canoe/Kayak Launch	MDNR, General Fund			\$ 10,000				\$ 10,000	Anticipates \$40k MDNR Passport Grant
River Trail Resurfacing - Cutler Road	General Fund				\$ 45,000			\$ 45,000	
Cemetery - Fence Replacement, Phase 2	Perpetual Fund			\$ 40,000				\$ 40,000	
Recreation Master Plan Update	Recreation Fund		\$ 10,000					\$ 10,000	
Bogue Flats Improvements	MDNR, General Fund			\$ 30,000				\$ 30,000	Anticipates \$300k MDNR Trust Fund Grant
River Trail Resurfacing - East of Kent Street	General Fund			\$ 100,000				\$ 100,000	
Cemetery - Fence Replacement, Phase 3	Perpetual Fund				\$ 40,000			\$ 40,000	
Cemetery - Columbarium Installation	Perpetual Fund				\$ 25,000			\$ 25,000	
Community Lake Park - Trailhead Improvements	MDNR, General Fund					\$ 50,000		\$ 50,000	Anticipates \$112.5k MDNR Passport Grant
Powers Park Improvements (fence replacement, dugout installation)	General Fund			\$ 50,000				\$ 50,000	
Joe Tichvon Park Improvements	MDNR, General Fund						\$ 57,500	\$ 57,500	Anticipates \$112.5k MDNR Passport Grant
River Trail Resurfacing - Railtrail Lookingglass	General Fund				\$ 100,000			\$ 100,000	
Cemetery - Tractor Replacement	General Fund						\$ 30,000	\$ 30,000	
Parks Department - Replace 2007 Ford Ranger	General Fund					\$ 40,000		\$ 40,000	
Alton Park Improvements	MDNR, General Fund			\$ 37,500				\$ 37,500	Anticipates \$112.5k MDNR Passport Grant
River Trail Resurfacing - Railtrail Flats	General Fund		\$ 200,000			\$ 100,000		\$ 300,000	
Capital Preventative Trail Maintenance (Crack Seal, Misc. Mill & Fill, etc.)	General Fund	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 60,000	
Boardwalk repairs	General Fund		\$ 150,000					\$ 150,000	
<b>Subtotal Parks, Recreation &amp; Cemetery</b>		<b>\$ 10,000</b>	<b>\$ 420,000</b>	<b>\$ 292,500</b>	<b>\$ 220,000</b>	<b>\$ 200,000</b>	<b>\$ 97,500</b>	<b>\$ 1,240,000</b>	

**City of Portland  
Capital Improvements Plan 2025-2031**

Project	Funding Source(s)	Fiscal Year Allocation (Estimated City of Portland Costs)						Total	Notes
		2025-26	2026-27	2027-28	2028-29	2029-2030	2030-2031		
<b>Ambulance</b>									
Ambulance 45 - Power Lift Cot & Mounting System	Ambulance Fund					\$ 40,000		\$ 40,000	
New Ambulance	Ambulance Fund						\$ 300,000	\$ 300,000	
Replace Heart Monitors	Ambulance Fund	\$ -		\$ 100,000				\$ 100,000	
Remounted Ambulance	Ambulance Fund		\$ 150,000					\$ 150,000	
	<b>Subtotal Ambulance</b>	\$ -	\$ -	\$ 100,000	\$ -	\$ 40,000	\$ 300,000	\$ 440,000	
<b>Police Department</b>									
Replace 2020 Ford Interceptor	General Fund		\$ 65,000			\$ 65,000		\$ 65,000	
	<b>Subtotal Police Department</b>	\$ -	\$ 65,000	\$ -	\$ -	\$ 65,000	\$ -	\$ 65,000	
<b>City Hall</b>									
Boiler Replacement	General Fund		\$ 50,000					\$ 50,000	
Upstairs Renovations	General Fund				\$ 150,000			\$ 150,000	
Parking Lot Resurfacing	General Fund			\$ 90,000				\$ 90,000	
	<b>Subtotal City Hall</b>	\$ -	\$ 50,000	\$ 90,000	\$ 150,000	\$ -	\$ -	\$ 290,000	

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 25-28**

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

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

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

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

**BE IT FURTHER RESOLVED THAT**, the City attests to the existence of, and commits to, providing at least \$399,000 toward the construction costs of the project, and all costs for non-participating construction, design, permit fees, administration costs, and cost overruns.

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

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** May 19, 2025

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**Monique I. Miller, City Clerk**

## **CERTIFICATION**

I certify that the following resolution was adopted May 19, 2025, by Portland City Council at a regular meeting conducted at Portland City Hall, 259 Kent St., Portland, Michigan.

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**Monique I. Miller, City Clerk**

OFFICE OF ECONOMIC DEVELOPMENT  
TRANSPORTATION ECONOMIC DEVELOPMENT FUND

**CATEGORY B: COMMUNITY SERVICE INFRASTRUCTURE FUND APPLICATION**

**SECTION ONE: APPLICANT INFORMATION**

CITY OR VILLAGE NAME	MAILING ADDRESS	ZIP CODE	COUNTY
CONTACT PERSON	CONTACT PHONE NO.	CONTACT TITLE	E-MAIL ADDRESS
ALTERNATE CONTACT PERSON	PHONE NO./EXTESION /	ALTERNATE CONTACT PERSON TITLE	E-MAIL ADDRESS
STATE SENATOR	STATE SENATE DISTRICT NO.	STATE REP.	STATE REP. DISTRICT NO.

**SECTION TWO: PROJECT INFORMATION**

1) STREET NAME	PROPOSED PROJECT LIMITS (Using nearest cross streets)	LINEAR LENGTH OF PROJECT	
ROADWAY CLASSIFICATION	PASER RATING	DAILY AVERAGE TRAFFIC COUNT	CONSTRUCTION COST
DESCRIPTION OF PROPOSED WORK; include specific treatment method with details such as quantities (ie patching) and/or depth (ie mill/fill), where applicable.			
IS ANY ADDITIONAL RIGHT-OF-WAY NEEDED FOR THE PROJECT(S)?      YES      NO      IF YES, PLEASE BRIEFLY DESCRIBE.			
2) STREET NAME	PROPOSED PROJECT LIMITS (Using nearest cross streets)	LINEAR LENGTH OF PROJECT	
ROADWAY CLASSIFICATION	PASER RATING	DAILY AVERAGE TRAFFIC COUNT	CONSTRUCTION COST
DESCRIPTION OF PROPOSED WORK; include specific treatment method with details such as quantities (ie patching) and/or depth (ie mill/fill), where applicable.			
IS ANY ADDITIONAL RIGHT-OF-WAY NEEDED FOR THE PROJECT(S)?      YES      NO      IF YES, PLEASE BRIEFLY DESCRIBE.			



**SECTION THREE: PROJECT FUNDING**

1a) WILL THE PROPOSED PROJECT(S) BE PAIRED WITH OTHER NONPARTICIPATING INFRASTRUCTURE WORK? I.E., SEWER, WATER, ELECTRIC, OR OTHER?      YES      NO  
 IF YES, PLEASE BRIEFLY DESCRIBE NATURE OF WORK AND COST ESTIMATE: \$

1b) ARE FUNDS COMMITTED FOR THIS NONPARTICIPATING WORK?      YES      NO

2) ARE YOU APPLYING FOR ADDITIONAL FUNDING FOR ANY OF THE PROJECTS LISTED IN THIS APPLICATION?      YES      NO  
 IF YES, PLEASE PROVIDE

AGENCY NAME	ADDITIONAL FUNDING	AMOUNT REQUESTED	YEAR EXPECTED
-------------	--------------------	------------------	---------------

3) PROJECT COST CALCULATIONS AND GRANT REQUEST

- a. TOTAL CONSTRUCTION COSTS FROM SECTION 2: \$
- b. MAXIMUM GRANT AMOUNT NOT TO EXCEED 50% of SECTION 3.3a: \$
- c. MAXIMUM GRANT AMOUNT NOT TO EXCEED: \$250,000.00
- d. **THE LESSER OF 3b AND 3c = GRANT REQUEST: \$**      OR      % WHICHEVER IS LESS\*
- e. **PARTICIPATING MATCH PROVIDED BY LOCAL AGENCY (AT LEAST 3a MINUS 3d): \$**
- f. TOTAL NONPARTICIPATING COST FROM SECTION 3.1a: \$
- g. TOTAL AGENCY FUNDING COMMITMENT (SECTION 3.3e PLUS SECTION 3.3f):      \* \*

\* If the project total comes in higher or lower than anticipated in this application, the final grant amount will be the lesser of the total grant award or the grant percentage (3d).

\*\* The resolution should note this dollar amount as committed by the local agency.

**SECTION FOUR: PROJECT IMPLEMENTATION**

1) PROPOSED PROJECT START DATE (mm/dd/yyyy):

2) WILL THE PROPOSED WORK BE PAIRED WITH OTHER ROADWORK BY ANOTHER AGENCY?      YES      NO  
 IF YES, PLEASE PROVIDE THE AGENCY NAME:

3) WILL YOUR AGENCY OVERSEE THE GRANT IMPLEMENTATION?      YES      NO      IF NO, WHO WILL OVERSEE THE GRANT IMPLEMENTATION? I.E., LOCAL AGENCY, CONSULTANT ENGINEERING FIRM, ETC.:

ADDITIONAL COMMENTS

REQUIRED DOCUMENT CHECKLIST

RESOLUTION OF SUPPORT	MAP	CONSTRUCTION ESTIMATES	PHOTOS
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NAME OF AUTHORIZED SIGNATORY FROM RESOLUTION

E-MAIL ADDRESS

PHONE NUMBER

SIGNATURE

DATE

# CITY OF PORTLAND MDOT CATEGORY B APPLICATION PROJECT LOCATION MAP

JOE TICHVON PARK

ALTON PARK

BOGUE FLATS RECREATION AREA

WILLIAM TOAN PARK

PORTLAND SCHOOL APARTMENTS

BRUSH STREET PARK

COMMUNITY LAKE PARK

POWERS PARK

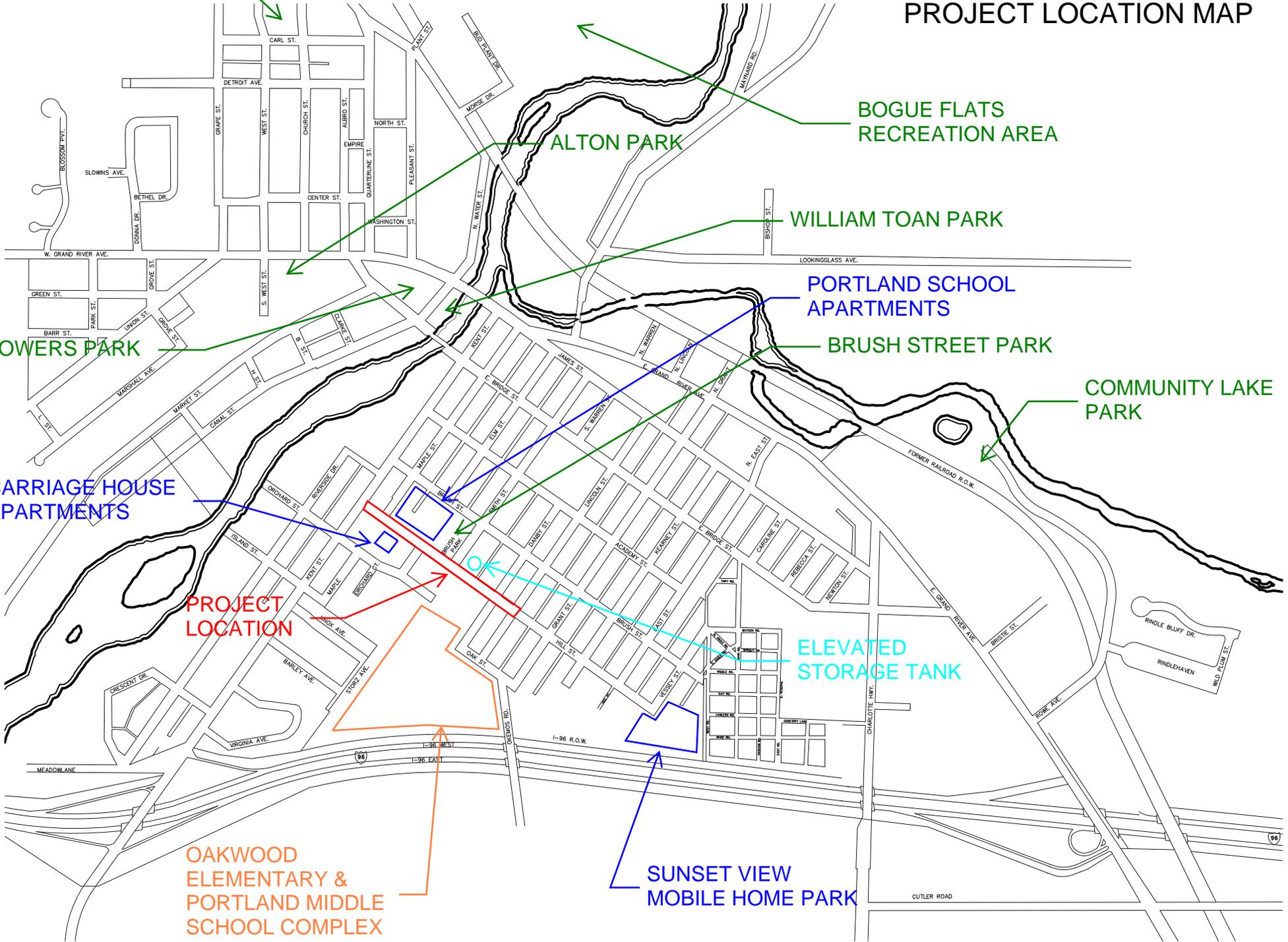
CARRIAGE HOUSE APARTMENTS

PROJECT LOCATION

ELEVATED STORAGE TANK

OAKWOOD ELEMENTARY & PORTLAND MIDDLE SCHOOL COMPLEX

SUNSET VIEW MOBILE HOME PARK



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



Hill Street looking east from Kent Street



School complex signage at Kent & Hill Street

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



Hill Street looking east from Kent Street



Hill Street east of Kent Street looking east

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



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



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

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



Portland School Apartments parking lot adjacent to Hill Street



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

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



View of Hill Street looking east toward Elm Street



Existing crosswalk at Elm Street and Brush Street park in background

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



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



Deterioration of pavement and curb and gutter

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



Hill Street looking east toward Smith Street



Hill Street at Smith Street looking east

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



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



Hill Street east of Smith Street looking east

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



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



School complex signage at Hill and Danby Street

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



Water system valving in Hill Street at elevated storage tank



Hill Street looking east toward Lincoln Street

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



Hill Street looking west toward Danby Street



Curb and gutter settlement near Danby Street

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



School complex signage at Hill and Lincoln Street



Brush Street Park signage looking south toward Hill Street

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



Portland School Apartments viewed from Brush Street

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

Project No.: 1110  
 By: JWM  
 Date: 5/7/2025



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

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

ITEM NO.	ITEM DESCRIPTION	UNIT	EST. QTY.	EST. UNIT PRICE	EST. COST
1	General Conditions, Bonds & Insurances, Max 10%	LSUM	1	\$ 59,000.00	\$ 59,000.00
2	Temporary Traffic Controls	LSUM	1	\$ 25,000.00	\$ 25,000.00
3	Erosion Control, Inlet Protection, Fabric Drop	Ea	25	\$ 130.00	\$ 3,250.00
4	HMA Surface, Rem	Syd	5,000	\$ 12.00	\$ 60,000.00
5	Curb and Gutter, Rem	Ft	1,500	\$ 18.00	\$ 27,000.00
6	Sidewalk, Rem	Syd	100	\$ 12.00	\$ 1,200.00
7	Storm Sewer Repairs	LSUM	1	\$ 100,000.00	\$ 100,000.00
8	Roadway Grading	Sta	15	\$ 2,000.00	\$ 30,000.00
9	Subbase, CIP	Cyd	1,000	\$ 25.00	\$ 25,000.00
10	Aggregate Base, 8 inch	Syd	2,500	\$ 20.00	\$ 50,000.00
11	Curb and Gutter, Conc, Det F4	Ft	1,500	\$ 28.00	\$ 42,000.00
12	Sidewalk, Conc, 4 inch	Sft	900	\$ 8.00	\$ 7,200.00
13	Curb Ramp, Conc, 6 inch	Sft	1,000	\$ 15.00	\$ 15,000.00
14	HMA, 13A	Ton	1,300	\$ 135.00	\$ 175,500.00
15	Turf Restoration	Syd	2,500	\$ 10.00	\$ 25,000.00
16	Pavement Markings	LSUM	1	\$ 3,000.00	\$ 3,000.00

Subtotal Participating Construction (Rounded): \$ 649,000

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

Scope: Replace water main from Kent Street to Lincoln Street (~1,500') with water services and appurtenances and sanitary sewer repairs. Non-participating work also includes preconstruction video survey and sidewalk work beyond curb ramp replacement.

ITEM NO.	ITEM DESCRIPTION	UNIT	EST. QTY.	EST. UNIT PRICE	EST. COST
1	Preconstruction Video Survey	LSUM	1	\$ 3,000.00	\$ 3,000.00
2	Sidewalk, Rem	Syd	400	\$ 12.00	\$ 4,800.00
3	Sidewalk, Conc, 4 inch	Sft	2,600	\$ 8.00	\$ 20,800.00
4	Sanitary Sewer Repairs	LSUM	1	\$ 70,000.00	\$ 70,000.00
5	Water Main, DI, 6 inch	Ft	100	\$ 110.00	\$ 11,000.00
6	Water Main, DI, 8 inch	Ft	1,000	\$ 125.00	\$ 125,000.00
7	Water Main, DI, 12 inch	Ft	500	\$ 150.00	\$ 75,000.00
8	Water Main, Connect	Ea	6	\$ 3,000.00	\$ 18,000.00
9	Fire Hydrant	Ea	4	\$ 5,000.00	\$ 20,000.00
10	Gate Valve and Box, 6 inch	Ea	4	\$ 2,800.00	\$ 11,200.00
11	Gate Valve and Box, 8 inch	Ea	12	\$ 3,200.00	\$ 38,400.00
12	Tee, 8 inch x 6 inch	Ea	4	\$ 3,000.00	\$ 12,000.00
13	Tee, 8 inch x 8 inch	Ea	4	\$ 3,600.00	\$ 14,400.00
14	Tee, 12 inch x 6 inch	Ea	2	\$ 4,500.00	\$ 9,000.00
15	Reducer	Ea	6	\$ 1,800.00	\$ 10,800.00
16	Water Service, 1 inch	Ft	600	\$ 60.00	\$ 36,000.00
17	Corporation Stop, Curb Stop and Box, 1 inch	Ea	16	\$ 1,200.00	\$ 19,200.00
18	Building Connection	Ea	10	\$ 3,000.00	\$ 30,000.00

Subtotal Non-Participating Construction (Rounded): \$ 529,000

Total Estimated Construction Cost: \$ 1,178,000  
 Est. Engineering, Permitting and Administration (18%): \$ 213,000  
 Total Estimated Project Cost: \$ 1,391,000

*The Design Professional has no control over costs or the price of labor, equipment or materials, or over the Contractor's method of pricing. Bid prices may vary significantly based on these factors and market conditions at time of bid.*

**PORTLAND CITY COUNCIL**  
Ionia County, Michigan

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

**RESOLUTION NO. 25-29**

**A RESOLUTION APPROVING PAYMENT TO F&V CONSTRUCTION FOR  
WORK PERFORMED IN RELATION TO THE RIVER CROSSING AS PART  
OF THE WASTEWATER TREATMENT PLANT PROJECT**

**WHEREAS**, Fleis & VandenBrink, through F&V Construction is serving as the design-builder for the wastewater treatment plant project; and

**WHEREAS**, F&V Construction has performed work in relation to the River Crossing and has submitted a request for payment in the amount of \$396,606.00 a copy of which is attached as Exhibit A.

**WHEREAS**, the City Manager and Finance Director have reviewed the pay request and recommends that City Council approves same.

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

1. The Portland City Council approves the pay request from F&V Construction for work performed for the wastewater treatment plant project in the amount of \$396,606.00 a copy of which is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**Dated:** May 19, 2025

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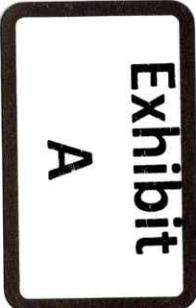
**Monique I. Miller, City Clerk**

**Payment Application No. 33**

City of Portland | Wastewater System Improvements, CWSRF No. 5758-01

Contract No.	Item Description	Original Contract Amount	Changes to Date	Adjusted Contract Amount	Previously Invoiced	Work Completed this Period	Total Completed to Date	Balance to Finish	Percent Complete
C1	Site Work & Excavation	\$ 1,557,040.00	\$ 1,622,611.00	\$ 3,179,651.00	\$ 1,771,905.00	\$ 381,095.00	\$ 2,153,000.00	\$ 1,026,651.00	68%
C2	Concrete	\$ 684,595.00	\$ 91,172.00	\$ 775,767.00	\$ 705,767.00	\$ -	\$ 705,767.00	\$ 70,000.00	91%
C3	General Trades	\$ 656,125.00	\$ 53,373.65	\$ 709,498.65	\$ 709,498.65	\$ -	\$ 709,498.65	\$ -	100%
C4	Painting	\$ 210,568.00	\$ 56,605.00	\$ 267,173.00	\$ 267,173.00	\$ -	\$ 267,173.00	\$ -	100%
C5	Mechanical	\$ 4,527,209.20	\$ 59,166.39	\$ 4,586,375.59	\$ 4,586,375.59	\$ -	\$ 4,586,375.59	\$ -	100%
C6	Electrical, Instrumentation & Control	\$ 1,072,737.00	\$ 60,228.00	\$ 1,132,965.00	\$ 1,132,965.00	\$ -	\$ 1,132,965.00	\$ -	100%
C7	Biosolids Storage Tank	\$ 488,780.00	\$ -	\$ 488,780.00	\$ 488,780.00	\$ -	\$ 488,780.00	\$ -	100%
C8	Sanitary Sewer Improvements (Not Used)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
C9	Cured-in-Place Pipe	\$ -	\$ 149,837.00	\$ 149,837.00	\$ -	\$ -	\$ -	\$ 149,837.00	0%
C10	River Crossing (Not Used)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
C11	Masonry	\$ 225,000.00	\$ -	\$ 225,000.00	\$ 225,000.00	\$ -	\$ 225,000.00	\$ -	100%
C12	Concrete Demo (Included in C1)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100%
C13	Owner's System Integrator WWTP	\$ 49,900.00	\$ 5,750.00	\$ 55,650.00	\$ 55,650.00	\$ -	\$ 55,650.00	\$ -	100%
	Owner's System Integrator Lift Stations	\$ -	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ -	\$ 3,500.00	\$ -	100%
	General Conditions	\$ 313,700.00	\$ 47,100.00	\$ 360,800.00	\$ 330,900.00	\$ 14,000.00	\$ 344,900.00	\$ 15,900.00	96%
	Design-Builder's Fee	\$ 831,800.00	\$ 171,559.00	\$ 1,003,359.00	\$ 864,021.00	\$ 33,211.00	\$ 897,232.00	\$ 106,127.00	89%
	Basic Services - Design, VE & Pre-Con	\$ 740,000.00	\$ -	\$ 740,000.00	\$ 740,000.00	\$ -	\$ 740,000.00	\$ -	100%
	Basic Services - PM, Admin, SS	\$ 789,800.00	\$ 122,470.00	\$ 912,270.00	\$ 841,700.00	\$ 33,300.00	\$ 875,000.00	\$ 37,270.00	96%
	Design-Builder's Contingency	\$ 602,745.80	\$ (328,458.11)	\$ 274,287.69	\$ -	\$ -	\$ -	\$ 274,287.69	0%
<b>Contract Total</b>		<b>\$ 12,750,000.00</b>	<b>\$ 2,114,913.93</b>	<b>\$ 14,864,913.93</b>	<b>\$ 12,723,235.24</b>	<b>\$ 461,606.00</b>	<b>\$ 13,184,841.24</b>	<b>\$ 1,680,072.69</b>	<b>89%</b>

Item Description	Original Contract Amount	Changes to Date	Adjusted Contract Amount	Previously Invoiced	Work Completed this Period	Total Completed to Date	Balance to Finish	Percent Complete
CWSRF No. 5758-01	\$ 12,750,000.00	\$ 39,635.93	\$ 12,789,635.93	\$ 12,463,911.24	\$ -	\$ 12,463,911.24	\$ 325,724.69	97%
River Crossing (CO No. 5)	\$ -	\$ 1,887,894.00	\$ 1,887,894.00	\$ 182,077.00	\$ 396,606.00	\$ 578,683.00	\$ 1,309,211.00	31%
103 Grand River Building Demo (CO No. 7 & 8)	\$ -	\$ 187,384.00	\$ 187,384.00	\$ 77,247.00	\$ 65,000.00	\$ 142,247.00	\$ 45,137.00	76%
<b>Total</b>	<b>\$ 12,750,000.00</b>	<b>\$ 2,114,913.93</b>	<b>\$ 14,864,913.93</b>	<b>\$ 12,723,235.24</b>	<b>\$ 461,606.00</b>	<b>\$ 13,184,841.24</b>	<b>\$ 1,680,072.69</b>	<b>89%</b>



APPLICATION & CERTIFICATE FOR PAYMENT

To (Owner):	City of Portland 259 Kent Street Portland, MI 48875	Project:	Wastewater System Improvements CWSRF No. 5758-01	Invoice No.:	122133
				Application No.:	33
				Application Date:	April 30, 2025
DESIGN-BUILDER:	F&V Construction 2960 Lucerne Drive SE Grand Rapids, MI 49546			Period to:	April 30, 2025
				FVC Proj No.:	1221
				Contract Date:	December 23, 2021

DESIGN-BUILDER'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation sheet is attached.

CHANGE ORDER SUMMARY

Change Orders Approved	ADDITIONS	DELETIONS
Change Order No. 1	\$ 28,649.69	\$ -
Change Order No. 2	\$ 14,723.00	\$ -
Change Order No. 3	\$ 6,836.00	\$ -
Change Order No. 4	\$ 21,544.00	\$ -
Change Order No. 5	\$ 1,887,894.00	\$ -
Change Order No. 6	\$ -	\$ (32,116.76)
Change Order No. 7	\$ 84,247.00	\$ -
Change Order No. 8	\$ 103,137.00	\$ -
<b>TOTALS</b>	<b>\$ 2,147,030.69</b>	<b>\$ (32,116.76)</b>

Approved this Month

	TOTALS	\$ -	\$ -
Net Change by Change Orders	\$ 2,147,030.69	\$ (32,116.76)	

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observation and the data comprising the above application, the Design-Builder certifies to the Owner that to the best of the Design Builder's knowledge, information, and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Design-Builder is entitled to payment of the AMOUNT CERTIFIED.

1. ORIGINAL CONTRACT SUM	\$	12,750,000.00
2. NET CHANGE BY CHANGE ORDERS	\$	2,114,913.93
3. ADJUSTED CONTRACT SUM TO DATE (Line 1 + Line 2)	\$	14,864,913.93
4. TOTAL COMPLETED & STORED TO DATE	\$	13,184,841.24
5. RETAINAGE	\$	100,000.00
6. TOTAL ELIGIBLE TO DATE (Line 4 - Line 5)	\$	13,084,841.24
7. LESS PREVIOUS PAYMENTS	\$	12,623,235.24
8. CURRENT PAYMENT DUE	\$	461,606.00
9. BALANCE TO FINISH, PLUS RETAINAGE (Line 3 - Line 4 + Line 5)	\$	1,780,072.69

AMOUNT CERTIFIED

(Attach explanation if amount certified differs from the amount applied for.)

\$ 461,606.00

DESIGN-BUILDER:

*Cory Turner*

By: \_\_\_\_\_ Date: April 30, 2025

This Certification is not negotiable. The AMOUNT CERTIFIED is payable only to party named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Design-Builder under this Contract.

APPROVALS:

By: *And...*  
CITY OF PORTLAND

Date: 5/5/25



# PURCHASE ORDER

## City of Portland

P.O. 16800

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

VENDOR F+V Construction  
\_\_\_\_\_  
\_\_\_\_\_

DATE: 5/2/25

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
<u>River crossing</u>	<u>590.000.161000</u>		<u>\$396,606.00</u>
<u>* other portion getting paid by DDA</u>			

DEPARTMENT HEAD (UP TO \$500) \_\_\_\_\_

TOTAL \$396,606.00

MT

Treasurer Initials

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



# City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, May 5, 2025

In the City Council Chambers at City Hall

259 Kent St., Portland, MI 48875

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Johnston, and Sheehan; City Manager Dymczyk; City Clerk Miller; Police Chief Thomas; DDA Director ConnerWellman

Guests: Kathy Parsons; Mike Judd; Denise Barnes; Mary Teachout and Erin Hoard with the Portland Civic Players

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

Motion by Fitzsimmons, supported by VanSlambrouck, to approve the proposed agenda as presented.

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Dymczyk reported on recent and upcoming activities.

Under Presentations, Mayor Barnes presented a proclamation to the Portland Civic Players recognizing their 70<sup>th</sup> Anniversary.

Under New Business, the Council considered Resolution 25-25 to approve a Traffic Control Order restricting public parking on the 100 and 200 blocks of Maple Street between E. Grand River Ave. and Academy St. by restricting parking to two hours between 8:00 A.M. and 5:00 P.M. to promote and sustain the commercial district.

Motion by Sheehan, supported by Johnston, to approve Resolution 25-25 approving a Traffic Control Order restricting public parking on the 100 and 200 block of Maple St. between E. Grand River Ave. and Academy St.

Yeas: Sheehan, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 25-26 to set a Public Hearing for the proposed Budget for Fiscal Year 2025-2026 on May 19, 2025, at 7:00 P.M.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 25-26 setting a Public Hearing on the Budget proposed for Fiscal Year 2025-2026.

Yeas: VanSlambrouck, Fitzsimmons, Johnston, Sheehan, Barnes

City of Portland  
City Council Minutes – May 5, 2025

Nays: None  
Adopted

Motion by Johnston, supported by Sheehan, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on April 21, 2025 and the Budget Workshop held on April 22, 2025, payment of invoices in the amount of \$223,242.40 and payroll in the amount of \$156,659.81, for a total of \$379,902.21. Purchase orders to Peerless Midwest Inc. in the amount of \$5,748.00 for repairs to Well No. 4, MSU Surplus in the amount of \$9,000.00 for a reel trailer, MacQueen in the amount of \$12,368.60 for repairs to the leaf machine, Kurt Hinds Building & Renovation, LLC in the amount of \$13,387.76 to replace windows and doors at the Wastewater Treatment Plant, and Resco in the amount of \$24,375.00 for transformers were included.

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

Under City Manager Comments, City Manager Dymczyk extended his thanks to Electric Superintendent Davlin for his diligence in securing the reel trailer from MSU Surplus at a significant savings.

Under Council Member Comments, Mayor Pro-Tem VanSlambrouck provided information on the VFW Burger Night scheduled to be held on Friday, May 9, 2025, from 5:00 – 7:00 P.M.

Council Member Sheehan reminded residents to keep an eye out for kids out and about in the community.

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

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

Meeting adjourned at 7:31 P.M.

Respectfully submitted,

---

James E. Barnes, Mayor

---

Monique I. Miller, City Clerk

**City of Portland**  
**Synopsis of the Minutes of the May 5, 2025, City Council Meeting**  
**In the City Council Chambers at City Hall**  
**259 Kent St., Portland, MI 48875**

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

**Present** - Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Johnston, and Sheehan; City Manager Dymczyk; City Clerk Miller; Police Chief Thomas; DDA Director ConnerWellman

**Presentation** - Mayor Barnes presented a proclamation to the Portland Civic Players recognizing their 70<sup>th</sup> Anniversary.

**Resolution 25-25** approving a Traffic Control Order restricting public parking on the 100 and 200 block of Maple St. between E. Grand River Ave. and Academy St.

All in favor. Approved.

**Resolution 25-26** setting a Public Hearing on the Budget proposed for Fiscal Year 2025-2026.

All in favor. Approved.

**Approval of the Consent Agenda.**

All in favor. Adopted.

**Adjournment at 7:31 P.M.**

All in favor. Adopted.

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

Monique I. Miller, City Clerk

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
KARA DOUGHERTY	02767	ASSESSING SERVICES 1ST HALF OF MAY 2025 - ASSES	1,679.75
PURITY CYLINDER GASES, INC.	00380	OXYGEN, GAS HAZ MAT FEE - AMB	156.95
GRANGER	00175	ST SWEEPING. FUEL SURCHARGES - MAJ STS	1,057.92
GRANGER	00175	REFUSE - POLICE, COM PROMO	102.53
FAMILY FARM & HOME	01972	TRASH CAN, GLOVES - PARKS, CEM	131.53
SHANE SCHEURER	01575	CLOTHING ALLOW - ELECTRIC	169.99
PORTLAND TOWNSHIP TREASURER	00371	ANNEX AGREEMENT REV SHARING JAN-FEB 2025- COM	6,219.58
GRANGER	00175	REFUSE -	102.53
CULLIGAN	02130	WATER X1 - WW	9.00
CULLIGAN	02130	REFUSE - WW	15.00
CIVIC PLUS LLC	02335	MUNICODE ADMIN FEE - COM PROMO	289.41
MARYKAY STEFFES-SCHMITZ	MISC	ENERGY OPTZ REFUND PROGRAM - ELECTRIC	50.00
FP MAILING SOLUTIONS	01758	MAIL METER RENTAL - GEN	186.00
EVERON LLC	02946	REPAIR LOCK ON DRIVE UP DRAWER - CITY HALL	383.00
F&V CONSTRUCTION MANAGEMENT IN	00828	RIVER CROSSING PYMT APP #33-WW	396,606.00
INSOURCE SOLUTIONS GROUP INC.	01813	E-FILE FEES - INCOME TAX	707.35
FERGUSON WATERWORKS	02558	1" CURB STOP INSERTS/BUSING - WTR	206.12
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	456.33
MHR BILLING	01780	APRIL 2025 BILLING - AMB	2,825.00
STAPLES	00426	VAR SUPPLIES/PURCHASES - VAR DEPTS	398.14
MUNICIPAL INSPECTION SERVICES	00323	BLDG/TRADE PERMITS - GEN	1,717.00
UPS	02587	SHIP METER TO PREMIER SAFETY - ELECTRIC	29.42
UPS	02587	CK PYM FEE, PAPER STMT FEE - WW	30.00
VERIZON WIRELESS	00470	PHONE DATA - VAR DEPTS	1,140.61
UTILITY CONSULTING GROUP, LLC	00465	CALC PCA FACTOR - ELECTRIC	498.00
J H OIL COMPANY	02887	GAS - PARKS, CEM	448.97
GRAINGER, INC.	00172	SUPPLIES - WW	419.98
DORNBOS SIGN, INC.	00067	SIGN SUPPLIES - MAJ STS	69.60
DORNBOS SIGN, INC.	00067	PROPERTY STICKERS - MTR POOL	75.00
DORNBOS SIGN, INC.	00067	SIGN/SUPPLIES - WTR, MAJ, LOCAL STS	558.40
FAMILY FARM & HOME	01972	GLOVES, BATTERIES - WATER	20.98

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
VITAL RECORDS CONTROL	02933	DOCUMENT SHREDDING - GEN	0.99
RANGE TELECOMMUNICATIONS	02872	TELECOM AFTER HOURS SERV CALL - ELECTRIC	164.00
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING SERVICES - ELECTRIC	250.00
GREAT LAKES JANITORIAL SERVICES	02654	CLEANING SERVICES - ELECTRIC	200.00
RESCO	00392	WIRE GRIP - ELECTRIC	286.50
POWER LINE SUPPLY COMPANY	00389	HOT STICK TELESCOPIC 8' EXTEND - ELECTRIC	400.00
CULLIGAN	02130	WATER X3 CITY HALL - GEN	23.00
GRANGER	00175	REFUSE-REFUSE	17,148.06
GRANGER	00175	REFUSE-WW	180.81
GRANGER	00175	REFUSE - MTR POOL, PARKS, CEM	343.98
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	431.91
TOM'S FOOD CENTER	00452	VAR SUPPLIES/PURCHASES - VAR DEPTS	891.51
STATE OF MICHIGAN	02577	BACTI SAMPLES - WATER	96.00
VAN BRO'S IRRIGATION INC.	01762	IRRIGATION REPAIR - CITY HALL	215.00
GRAINGER, INC.	00172	SAFETY SUPPLIES - MTR POOL	19.28
MICHIGAN CAT	01920	ACCELERATOR/HARDWARE - MTR POOL	3.90
MICHIGAN CAT	01920	ACCELERATOR/HARDWARE - MTR POOL	284.22
PEERLESS-MIDWEST, INC.	01519	REPAIRS TO WELL 4 - WTR APP CONS AGENDA 5-5-25	5,748.00
POWER LINE SUPPLY COMPANY	00389	SAFETY GEAR - ELECTRIC	309.00
SELBY LAWN CARE	02736	APRIL MOWING - ELECTRIC	575.00
QUALITY CAR & TRUCK REPAIR	02839	M&R UNIT 45 - AMB	2,261.24
ELHORN ENGINEERING	00139	EL CHLOR CARBOY - WATER	1,024.00
BADGER METER INC.	02247	ORION CELLULAR LTE SVC - WATER	885.04
FERGUSON WATERWORKS	02558	SOFT COP TUBE - WATER	2,772.00
FERGUSON WATERWORKS	02558	SOFT COPPER TUBE - WATER	2,063.60
UNITED RENTALS	02947	PORTABLE TOILET DELIVERY- PARKS	80.00
UNITED RENTALS	02947	PORTABLE TOILET DELIVERY- PARKS	90.00
UNITED RENTALS	02947	PORTABLE TOILET DELIVERY- PARKS	90.00
THEKA ASSOCIATES ENGINEERING, INC.	02557	GRANT ST SUB STA PYMT #5 - ELE RES 24-86	2,425.90
CAPITAL ASPHALT LLC	02578	ASPHALT - MAJ STS	174.76
UNITED STATES GEOLOGICAL SURVEY	02212	ANNUAL JOINT FUNDING STREAMGAGING STA GR - ELEC	8,000.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
ALT PRINTING CO.	02712	HI VIS SAFETY SHIRTS - PARKS, CEM	500.00
UM HEALTH-SPARROW OCCUPATIONAL	HLT00340	PRE EMPLOY PHYSICALS - PARKS, POLICE, MTR POOL	1,187.00
LUCAS NOWLAND	MISC	ENERGY OPTZ REFUND PROGRAM - ELECTRIC	655.00
HYDROCORP	02340	INSPECTION & REPORT - WTR APP RES 21-49	632.00
HOMEWORKS TRI-COUNTY ELECTRIC	02092	FIBER COST - VAR DEPTS	1,110.19
APPLIED INNOVATION	02493	CITY HALL COPY MACHINE MAINT - GENERAL	83.81
APPLIED INNOVATION	02493	COPY MACHINE MAINT - ELECTRIC	81.65
APX, INC.	02591	MIRECS INV - ELECTRIC	70.63
STAR THOMAS	01654	USPS, CEILING TILE REIM - POLICE	304.05
IONIA COUNTY CENTRAL DISPATCH	01807	TALON ACCESS ANNUAL FEE - POLICE	216.30
STAR THOMAS	01654	AMAZON, VISTA PRINT REIM - POLICE	107.54
PURE GREEN LAWN AND TREE	02812	LAWN APP CEM SEC J - CEM	495.00
PURE GREEN LAWN AND TREE	02812	LAWN APP 2025 CEM SEC J - CEM	345.00
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	264.59
BOUND TREE MEDICAL LLC.	01543	MEDICAL SUPPLIES - AMB	37.92
LANSING SANITARY SUPPLY	02485	BATHROOM SUPPLIES - CITY HALL, PARKS	793.54
COOK BROS EXCAVATING	00101	WTR SVC LINE REPLACEMENT - WATER	2,100.00
COOK BROS EXCAVATING	00101	WTR SVC LINE REPLACEMENT - WATER	3,920.00
CORRIGAN OIL CO, NO. 11	02693	DIESEL - WW, MTR POOL	1,203.81
CULLIGAN	02130	WATER X1 - PARKS, CEM	9.00
KEUSCH TIRE & AUTO	00228	C3 REAR SHOCK M&R - POLICE	1,033.66
KEUSCH TIRE & AUTO	00228	C1 M&R - POLICE	2,353.65
VC3 INC.	02745	REPLACE 2 OFFICE COMPUTERS- POLICE	4,397.50
CINTAS	02901	RESTOCK MEDICINE CABINET - ELECTRIC	105.33
CINTAS	02901	RESTOCK MEDICINE CABINET - ELECTRIC	98.29
CINTAS	02901	RESTOCK MEDICINE CABINET - ELECTRIC	125.20
NYE UNIFORM CO.	00338	BODY ARMOR, UNIFORM PANTS/SHIRTS - POLICE	1,298.39
NYE UNIFORM CO.	00338	BODY ARMOR, UNIFORM PANTS/SHIRTS - POLICE	408.00
NYE UNIFORM CO.	00338	BODY ARMOR, UNIFORM PANTS/SHIRTS - POLICE	56.50
GRP ENGINEERING INC.	01994	CIRCUIT UPGRADE VOLTAGE CONV PLANNING - ELECT F	1,000.00
FAMILY FARM & HOME	01972	ROUND UP - ELECTRIC	179.97

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
FAMILY FARM & HOME	01972	HARDWARE - ELECTRIC	13.98
PAMA	01370	40%-100% CONT TO PAMA - COM PROMO	241.59
BURNHAM & FLOWER INSURANCE GROUP	02776	HRA ADMIN FEE JAN-MAR 2025 - GEN	431.60
GANNETT MICHIGAN LOCALIQ	02738	COUNCIL MEETING SYNOPSIS - GEN	452.50
EVERON LLC	02946	REPAIR LOCK ON DRIVE UP DRAWER - CITY HALL	383.00
BRYAN SCHEURER	00600	OFFICIAL - REC	90.00
BRYAN SCHEURER	00600	OFFICIAL - REC	135.00
BRIAN RUSSELL	00593	OFFICIAL - REC	90.00
BRIAN RUSSELL	00593	OFFICIAL - REC	135.00
JERRYD SCHEURER	02785	OFFICIAL - REC	48.00
JERRYD SCHEURER	02785	OFFICIAL - REC	36.00
ISABEL HONSOWITZ	02896	OFFICIAL - REC	36.00
CINTAS	00083	UNIFORM CLEANING, BLDG SUPPLIES - VAR DEPTS	1,722.91
APPLIED INNOVATION	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AMB	14.08
VC3 INC.	02745	FRONT COUNTER COMPUTER SWITCH- GEN	1,878.73
OTIS ELEVATOR	00970	ELEVATOR MAINTENANCE/SERVICE - CITY HALL	710.31
KERR PUMP	01877	POLYMER TRANSFER PUMP/DRUM ADAPTOR - WW	1,116.00
USA BLUEBOOK	01850	QUICKPRO ROLLER, HACH DPD - WATER	233.10
FAMILY FARM & HOME	01972	PARTS - WATER	40.54
FAMILY FARM & HOME	01972	PARTS - WATER	59.99
GRAINGER, INC.	00172	OPERATING SUPPLIES - ELECTRIC	801.29
MEIDEN AMERICA SWITCHGEAR, INC.	02948	CIRCUIT BREAKER FOR GRANT ST SUBSTA - ELEC APP	95,900.00
CORRIGAN OIL CO, NO. 11	02693	DIESEL - CORRIGAN OIL	1,324.51
D & E ELECTRIC LLC	02640	AIR COMPRESSOR - ELECTRIC	4,953.00
MPOWER TECHNOLOGIES, INC.	02825	GIS SVCS - ELECTRIC	2,250.00
STATE OF MICHIGAN	00428	QUALITY ASSUR ASSESS - AMB	670.51
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	387.47
CONSUMERS ENERGY	00095	GAS SERVICE -WATER	32.93
CONSUMERS ENERGY	00095	GAS SERVICE -MTR POOL	18.00
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	79.62
CONSUMERS ENERGY	00095	GAS SERVICE - WW	20.79

Date: 05/15/25

**CITY OF PORTLAND INVOICE REGISTER**

Page: 5

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
CONSUMERS ENERGY	00095	GAS SERVICE - WW	469.83
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	46.00
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	69.34
CONSUMERS ENERGY	00095	GAS SERVICE - CITY HALL	593.67
Total:			\$604,856.60

**BI-WEEKLY  
WAGE REPORT  
May 12, 2025**

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	TOTAL CURRENT PAYROLL	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	12,744.29	298,403.03	4,333.06	73,238.51	17,077.35	371,641.54
ASSESSOR	-		-	-		
CEMETERY	3,328.86	97,771.10	1,619.81	26,615.29	4,948.67	124,386.39
POLICE	18,625.30	469,496.87	6,373.97	148,388.52	24,999.27	617,885.39
CODE ENFORCEMENT	27.54	445.64	2.13	34.22	29.67	479.86
PARKS	2,552.78	77,746.26	1,204.53	14,826.32	3,757.31	92,572.58
INCOME TAX	2,524.49	66,396.26	1,051.06	23,680.51	3,575.55	90,076.77
MAJOR STREETS	4,079.33	109,510.42	1,732.28	43,591.14	5,811.61	153,101.56
LOCAL STREETS	5,622.81	97,687.01	2,647.70	41,398.61	8,270.51	139,085.62
RECREATION	1,869.19	45,190.83	418.11	8,779.52	2,287.30	53,970.35
AMBULANCE	29,011.79	614,116.47	6,026.50	122,419.75	35,038.29	736,536.22
DDA	2,609.57	67,811.48	508.64	11,767.75	3,118.21	79,579.23
ELECTRIC	27,142.49	613,307.00	11,145.91	187,511.71	38,288.40	800,818.71
WASTEWATER	10,690.42	239,943.68	2,928.70	59,432.86	13,619.12	299,376.54
WATER	6,996.36	169,787.08	3,243.57	62,619.45	10,239.93	232,406.53
MOTOR POOL	1,154.42	23,069.17	372.52	6,845.68	1,526.94	29,914.85
<b>TOTALS:</b>	<b>128,979.64</b>	<b>2,990,682.30</b>	<b>43,608.49</b>	<b>831,149.84</b>	<b>172,588.13</b>	<b>3,821,832.14</b>





# PURCHASE ORDER

## City of Portland

P.O. **17321**

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

VENDOR Pm Technologies  
\_\_\_\_\_  
\_\_\_\_\_

DATE: 05/16/25

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
Generator Maintenance Contract			
Kent St - City Hall	101.265.930		750.00
Riadle Haven Lift Station	590.548.804		890.00
Riverside Lift Station	590.548.804		770.00
Plant St.	591.441.936		980.00
Junie Dr.	591.441.936		925.00
Morse Rd	591.441.931		1125.00
DEPARTMENT HEAD (UP TO \$500) _____		TOTAL	5440.00

Treasurer Initials

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



PM Technologies  
 28294 Beck Road  
 Wixom, Michigan 48393  
 800-419-5199  
 pmtech.org

**BILL TO**

City Of Portland  
 259 Kent Street  
 Portland, MI 48875 USA

ESTIMATE  
 122848236

ESTIMATE DATE  
 May 08, 2025

**JOB ADDRESS**

City Of Portland  
 259 Kent St.  
 Portland, MI 48875

Job:

**ESTIMATE DETAILS**

Generator Maintenance and Load Banking Contract : This pricing is generator maintenance and load banking for 2025 and 2026.

For the year 2027 prices may increase due to labor and equipment rates  
 Rentals and services calls will be an additional cost if needed.

SERVICE	DESCRIPTION	QTY	PRICE	TOTAL
PM2	Kent St City Hall 20KW Primary Preventive Maintenance -Change oil -Change oil filters -Change Fuel Filters (where applicable) -Battery voltage testing -Check operational performance, (belts, hoses, safeties, etc) -Take Oil Sample - Return to Warehouse Manager for processing -Take Coolant Sample - Return to Warehouse Manager for processing -2 Hour Load Bank (For burning of exhaust slobber build up, ability to provide the required horsepower over time, frequency stability and the alternators ability to provide voltage stability and output)	1.00	\$750.00	\$750.00
PM2	Rindle Haven Lift Station 50KW Primary Preventive Maintenance -Change oil -Change oil filters -Change Fuel Filters (where applicable) -Battery voltage testing -Check operational performance, (belts, hoses, safeties, etc) -Take Oil Sample - Return to Warehouse Manager for processing -Take Coolant Sample - Return to Warehouse Manager for processing	1.00	\$890.00	\$890.00

	-2 Hour Load Bank (For burning of exhaust slobber build up, ability to provide the required horsepower over time, frequency stability and the alternators ability to provide voltage stability and output)			
PM2	Riverside Lift Station 30KW Primary Preventive Maintenance -Change oil -Change oil filters -Change Fuel Filters (where applicable) -Battery voltage testing -Check operational performance, (belts, hoses, safeties, etc) -Take Oil Sample - Return to Warehouse Manager for processing -Take Coolant Sample - Return to Warehouse Manager for processing -2 Hour Load Bank (For burning of exhaust slobber build up, ability to provide the required horsepower over time, frequency stability and the alternators ability to provide voltage stability and output)	1.00	\$770.00	\$770.00
PM2	Plant Street 125KW Primary Preventive Maintenance -Change oil -Change oil filters -Change Fuel Filters (where applicable) -Battery voltage testing -Check operational performance, (belts, hoses, safeties, etc) -Take Oil Sample - Return to Warehouse Manager for processing -Take Coolant Sample - Return to Warehouse Manager for processing -2 Hour Load Bank (For burning of exhaust slobber build up, ability to provide the required horsepower over time, frequency stability and the alternators ability to provide voltage stability and output)	1.00	\$980.00	\$980.00
PM2	Ionia Dr 100KW Primary Preventive Maintenance -Change oil -Change oil filters -Change Fuel Filters (where applicable) -Battery voltage testing -Check operational performance, (belts, hoses, safeties, etc) -Take Oil Sample - Return to Warehouse Manager for processing -Take Coolant Sample - Return to Warehouse Manager for processing -2 Hour Load Bank (For burning of exhaust slobber build up, ability to provide the required horsepower over time, frequency stability and the alternators ability to provide voltage stability and output)	1.00	\$925.00	\$925.00
PM2	Morse Rd 150KW Primary Preventive Maintenance -Change oil -Change oil filters -Change Fuel Filters (where applicable) -Battery voltage testing -Check operational performance, (belts, hoses, safeties, etc) -Take Oil Sample - Return to Warehouse Manager for processing -Take Coolant Sample - Return to Warehouse Manager for processing -2 Hour Load Bank (For burning of exhaust slobber build up, ability to provide the required horsepower over time, frequency stability and the alternators ability to provide voltage stability and output)	1.00	\$1,125.00	\$1,125.00

**SUB-TOTAL** \$5,440.00

**TOTAL** \$5,440.00

Thank you for choosing PM Technologies

**CUSTOMER AUTHORIZATION**

THIS IS AN ESTIMATE, NOT A CONTRACT FOR SERVICES. The summary above is furnished by PM Technologies as a good faith estimate of work to be performed at the location described above and is based on our evaluation and does not include material price increases or additional labor and materials which may be required should unforeseen problems arise after the work has started. I understand that the final cost of the work may differ from the estimate, perhaps materially. THIS IS NOT A GUARANTEE OF THE FINAL PRICE OF WORK TO BE PERFORMED. I agree and authorize the work as summarized on these estimated terms, and I agree to pay the full amount for all work performed.

Sign here

Date

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May 13, 2025

Mr. Andrew Dymczyk, City Manager  
City of Portland  
259 Kent Street  
Portland, MI 48775

**RE: Equipment Replacement**

Dear Mr. Dymczyk:

Attached are two quotes for replacement of the WWTP Push Camera, utility locator and root cutter. The push camera is aging and in need of replacement and the root cutter is seized up and unrepairable. These items are vital to keeping the collection system in working order and used on a regular basis. These items have been part of my annual goals to replace the past two years. MTEC has provided great service on the camera we currently have and represents a proven brand in QUES. The two quotes are in the same ballpark for the replacement cost and at this time feel that MTEC is the route we should take. The MTEC quote also provided a trade in value on our current camera.

Sincerely,

Tony Smith

City of Portland WWTP Superintendent



The Safety Company LLC dba MTECH  
 5642 Transportation Blvd  
 Garfield Heights OH 44125  
 800.362.0240  
 sales@mtechcompany.com

**Quote**  
 #QUO008732  
 05/06/2025

Bill To	Ship To
Portland WWTP, City of 600 Morse Dr. Portland MI 48875 United States	Portland WWTP, City of 600 Morse Dr. Portland MI 48875 United States

Company	Expires	Terms	Sales Rep
Portland WWTP, City of	06/05/2025	Net 20	Scott D Silberzahn
Delivery	Ship Via	Incoterms	Freight Terms
	01 - UPS Grd Insrđ - Collect - UPS# 6X072W	FOB Origin	PPD & Add

Item	Description	Unit Price	Quantity	Total
<b>228-MP Plus MTEch Special</b>	Cues MPlus+ Push Camera to Include: Base Unit, 200' Mini Push Cable Assembly, SR300 Auto Upright Camera w/Sonde, Accessory Storage Bag, Shipping and Handling	\$22,014.00	1	\$22,014.00
<b>315-SHYM-1</b>	Puma Intelligent Hydraulic Root Cutter	\$1,360.00	1	\$1,360.00
<b>315-SHYK-1</b>	1" PUMA "Heavy Duty" HIGHER DISPLACEMENT KIT	\$2,191.00	1	\$2,191.00
<b>215-21893</b>	Receiver, SeekTech SR-20 Line Locator (Includes Case)	\$3,528.35	1	\$3,528.35
<b>999-Trade-In</b>	Trade-In Allowance - for MPlus & Gator locator	-\$1,000.00		-\$1,000.00
<b>999-Handling Charge MTEch</b>	MTEch Handling Charge	\$14.95	1	\$14.95
<b>999-Freight Ins Grđ</b>	Freight Insured Ground - Is Additional	\$0.00	1	\$0.00

<b>Note</b> <ul style="list-style-type: none"> <li>• Mastercard, Visa, American Express accepted. Charges subject to a processing fee.</li> <li>• All returns subject to a 25% restocking fee and customer is responsible for all shipping charges.</li> </ul>	<b>Subtotal</b>	\$28,108.30
	<b>Shipping</b>	
	<b>Tax Total (0%)</b>	\$0.00
<b>Signature</b> _____	<b>Total</b>	<b>\$28,108.30</b>
Customer is responsible to winterize/drain all water/air out all systems before leaving any vehicle on MTEch's premises		



User: NBROWN

DB: Portland

PERIOD ENDING 04/30/2025

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2025 NORMAL (ABNORMAL)	MONTH 04/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
101-000-402.000	REAL PROPERTY TAXES	1,293,100.00	1,330,842.71	29,919.61	(37,742.71)	102.92
101-000-432.000	PILOT-GOLDEN BRIDGE MANOR	1,900.00	0.00	0.00	1,900.00	0.00
101-000-432.001	PILOT- WODA (OLD SCHOOL MANOR)	3,400.00	3,356.01	0.00	43.99	98.71
101-000-445.000	PENALTY & INTEREST	5,800.00	5,664.41	2,196.74	135.59	97.66
101-000-447.000	TAX COLLECTION FEES	53,500.00	53,570.75	0.00	(70.75)	100.13
101-000-451.000	SPECIAL ASSESSMENT FEES	0.00	4.86	0.00	(4.86)	100.00
101-000-476.000	BUSINESS PERMITS	0.00	690.00	0.00	(690.00)	100.00
101-000-477.000	CABLE TV FEES	9,000.00	6,579.26	0.00	2,420.74	73.10
101-000-490.000	NON-BUSINESS PERMITS	85,000.00	23,372.00	1,534.00	61,628.00	27.50
101-000-543.000	ACT 302 POLICE TRAINING GRANT	2,200.00	2,240.52	1,042.50	(40.52)	101.84
101-000-543.001	MCOLES CE	6,000.00	6,000.00	0.00	0.00	100.00
101-000-568.000	CONTRIBUTION FROM STATE -GRANT	112,500.00	0.00	0.00	112,500.00	0.00
101-000-570.000	LIQUOR FEES	3,000.00	2,425.50	0.00	574.50	80.85
101-000-573.000	LOCAL COMM. STABILIZATION SHARE APPROP	5,000.00	1,689.55	0.00	3,310.45	33.79
101-000-574.000	REVENUE SHARING-CONST SALES	417,839.00	344,424.00	67,398.00	73,415.00	82.43
101-000-574.001	REVENUE SHARING-STAT SALES	135,927.00	110,023.00	21,375.00	25,904.00	80.94
101-000-574.002	REVENUE SHARING -PUBLIC SAFETY	2,517.00	606.00	0.00	1,911.00	24.08
101-000-609.000	SEX OFFENDER REGISTRATION FEES	100.00	0.00	0.00	100.00	0.00
101-000-620.000	PBT TESTING FEES	0.00	9.00	0.00	(9.00)	100.00
101-000-623.000	TRANSCRIPT FEES	700.00	573.85	115.80	126.15	81.98
101-000-624.000	MISCELLANEOUS FEES	800.00	864.60	0.00	(64.60)	108.08
101-000-628.000	ADMINISTRATIVE CHARGES	480,352.00	400,293.30	40,029.33	80,058.70	83.33
101-000-630.000	CEMETERY LOT SALES	37,000.00	39,800.00	20,975.00	(2,800.00)	107.57
101-000-633.000	CEMETERY CARE FEES	19,000.00	19,595.60	3,072.00	(595.60)	103.13
101-000-634.000	GRAVE OPENING FEES	13,000.00	24,700.00	2,700.00	(11,700.00)	190.00
101-000-656.000	DISTRICT COURT FINES	9,500.00	5,341.68	465.95	4,158.32	56.23
101-000-661.000	PARKING FINES	1,500.00	1,620.00	80.00	(120.00)	108.00
101-000-663.000	MISCELLANEOUS FINES	1,300.00	1,410.00	260.00	(110.00)	108.46
101-000-665.000	INTEREST INCOME	6,000.00	7,250.00	1,378.59	(1,250.00)	120.83
101-000-665.002	INTEREST INCOME-PERPETUAL CARE	1,000.00	1,466.29	543.34	(466.29)	146.63
101-000-667.000	RENTAL INCOME	12,500.00	7,430.00	1,580.00	5,070.00	59.44
101-000-676.001	DONATIONS-MISCELLANEOUS	0.00	125.00	0.00	(125.00)	100.00
101-000-676.006	DONATION - PARKS	0.00	100.00	0.00	(100.00)	100.00
101-000-678.000	MERS FOREITURE REVENUES	2,500.00	2,473.38	0.00	26.62	98.94
101-000-678.005	REIMBURSEMENTS-INSURANCE AND WC	6,000.00	5,730.03	0.00	269.97	95.50
101-000-678.006	REIMBURSEMENTS- MISCELLANEOUS	43,000.00	45,878.78	2,208.81	(2,878.78)	106.69
101-000-678.007	REIMBURSEMENTS-PAMA	2,900.00	2,903.40	0.00	(3.40)	100.12
101-000-678.016	REIMBURSEMENTS - ELECTIONS	5,500.00	5,593.55	0.00	(93.55)	101.70
101-000-693.000	SALE OF EQUIPMENT	7,000.00	7,208.99	0.00	(208.99)	102.99
101-000-699.150	TRANSFER FROM PERP CARE	400.00	313.77	32.55	86.23	78.44
101-000-699.582	TRANSFER FROM ELECTRIC (IN LIEU	133,391.00	133,391.00	0.00	0.00	100.00
101-000-699.590	TRANS FROM WASTEWATER (IN LIEU O	67,670.00	67,670.00	0.00	0.00	100.00
101-000-699.591	TRANSFER FROM WATER (IN LIEU OF	39,256.00	39,256.00	0.00	0.00	100.00
TOTAL REVENUES		3,027,052.00	2,712,486.79	196,907.22	314,565.21	89.61
Expenditures						
100	COUNCIL	34,860.00	25,741.51	0.00	9,118.49	73.84
172	CITY MANAGER	242,006.00	189,397.66	15,748.93	52,608.34	78.26
201	GENERAL ADMINISTRATION	593,407.00	414,963.42	28,256.28	178,443.58	69.93
257	ASSESSING	67,120.00	54,782.55	6,128.40	12,337.45	81.62
262	ELECTIONS	15,280.00	8,635.10	42.00	6,644.90	56.51
265	CITY HALL	100,435.00	74,012.82	3,634.89	26,422.18	73.69
301	POLICE	1,008,026.00	694,825.21	59,620.57	313,200.79	68.93
371	CODE ENFORCEMENT	30,875.00	18,100.49	972.03	12,774.51	58.63

REVENUE AND EXPENDITURE REPORT FOR CITY OF PORTLAND

PERIOD ENDING 04/30/2025

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2025	MONTH 04/30/2025	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
567	CEMETERY	210,377.00	140,992.24	10,921.29	69,384.76	67.02
707	COMMUNITY PROMOTIONS	449,655.00	409,547.95	39,689.14	40,107.05	91.08
728	ECONOMIC DEVELOPMENT	31,750.00	27,793.52	614.93	3,956.48	87.54
751	PARKS	438,752.00	344,517.34	9,301.26	94,234.66	78.52
TOTAL EXPENDITURES		<u>3,222,543.00</u>	<u>2,403,309.81</u>	<u>174,929.72</u>	<u>819,233.19</u>	<u>74.58</u>
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		3,027,052.00	2,712,486.79	196,907.22	314,565.21	89.61
TOTAL EXPENDITURES		<u>3,222,543.00</u>	<u>2,403,309.81</u>	<u>174,929.72</u>	<u>819,233.19</u>	<u>74.58</u>
NET OF REVENUES & EXPENDITURES		(195,491.00)	309,176.98	21,977.50	(504,667.98)	158.15

User: NBROWN

DB: Portland

PERIOD ENDING 04/30/2025

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2025 NORMAL (ABNORMAL)	MONTH 04/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 105 - INCOME TAX FUND						
Fund 105 - INCOME TAX FUND:						
	TOTAL REVENUES	1,061,100.00	940,946.25	266,779.61	120,153.75	88.68
	TOTAL EXPENDITURES	2,331,201.00	777,727.97	231,083.85	1,553,473.03	33.36
	NET OF REVENUES & EXPENDITURES	(1,270,101.00)	163,218.28	35,695.76	(1,433,319.28)	12.85
Fund 202 - MAJOR STREETS FUND						
Fund 202 - MAJOR STREETS FUND:						
	TOTAL REVENUES	2,189,094.00	863,663.63	185,028.90	1,325,430.37	39.45
	TOTAL EXPENDITURES	2,342,114.00	857,623.80	19,542.66	1,484,490.20	36.62
	NET OF REVENUES & EXPENDITURES	(153,020.00)	6,039.83	165,486.24	(159,059.83)	3.95
Fund 203 - LOCAL STREETS FUND						
Fund 203 - LOCAL STREETS FUND:						
	TOTAL REVENUES	399,913.00	381,411.70	106,582.59	18,501.30	95.37
	TOTAL EXPENDITURES	419,633.00	255,516.43	17,565.25	164,116.57	60.89
	NET OF REVENUES & EXPENDITURES	(19,720.00)	125,895.27	89,017.34	(145,615.27)	638.41
Fund 208 - RECREATION FUND						
Fund 208 - RECREATION FUND:						
	TOTAL REVENUES	143,000.00	105,041.32	9,682.74	37,958.68	73.46
	TOTAL EXPENDITURES	142,915.00	117,137.02	9,855.63	25,777.98	81.96
	NET OF REVENUES & EXPENDITURES	85.00	(12,095.70)	(172.89)	12,180.70	4,230.24
Fund 210 - AMBULANCE FUND						
Fund 210 - AMBULANCE FUND:						
	TOTAL REVENUES	1,540,960.00	1,225,734.59	82,868.39	315,225.41	79.54
	TOTAL EXPENDITURES	1,572,885.00	1,356,920.57	86,455.37	215,964.43	86.27
	NET OF REVENUES & EXPENDITURES	(31,925.00)	(131,185.98)	(3,586.98)	99,260.98	410.92
Fund 248 - DDA FUND						
Fund 248 - DDA FUND:						
	TOTAL REVENUES	565,800.00	361,042.00	137.20	204,758.00	63.81
	TOTAL EXPENDITURES	917,227.00	293,393.31	13,869.38	623,833.69	31.99
	NET OF REVENUES & EXPENDITURES	(351,427.00)	67,648.69	(13,732.18)	(419,075.69)	19.25
Fund 405 - WELLHEAD IMPROVEMENT FUND						
Fund 405 - WELLHEAD IMPROVEMENT FUND:						
	TOTAL REVENUES	13,000.00	5,000.00	4,250.00	8,000.00	38.46
	TOTAL EXPENDITURES	13,000.00	5,000.00	0.00	8,000.00	38.46
	NET OF REVENUES & EXPENDITURES	0.00	0.00	4,250.00	0.00	0.00
Fund 520 - REFUSE SERVICE FUND						
Fund 520 - REFUSE SERVICE FUND:						
	TOTAL REVENUES	208,400.00	156,119.57	17,983.93	52,280.43	74.91
	TOTAL EXPENDITURES	207,000.00	157,687.64	0.00	49,312.36	76.18
	NET OF REVENUES & EXPENDITURES	1,400.00	(1,568.07)	17,983.93	2,968.07	112.01
Fund 582 - ELECTRIC FUND						
Fund 582 - ELECTRIC FUND:						
	TOTAL REVENUES	5,111,085.00	3,853,899.50	426,117.17	1,257,185.50	75.40
	TOTAL EXPENDITURES	6,104,386.00	4,116,577.85	56,726.66	1,987,808.15	67.44
	NET OF REVENUES & EXPENDITURES	(993,301.00)	(262,678.35)	369,390.51	(730,622.65)	26.44

User: NBROWN

DB: Portland

PERIOD ENDING 04/30/2025

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2025 NORMAL (ABNORMAL)	MONTH 04/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 590 - WASTEWATER FUND						
Fund 590 - WASTEWATER FUND:						
	TOTAL REVENUES	3,503,000.00	1,444,611.22	161,376.17	2,058,388.78	41.24
	TOTAL EXPENDITURES	2,255,353.00	1,021,999.30	64,268.00	1,233,353.70	45.31
	NET OF REVENUES & EXPENDITURES	1,247,647.00	422,611.92	97,108.17	825,035.08	33.87
Fund 591 - WATER FUND						
Fund 591 - WATER FUND:						
	TOTAL REVENUES	1,280,300.00	984,520.57	103,323.03	295,779.43	76.90
	TOTAL EXPENDITURES	1,496,672.00	779,955.96	51,836.43	716,716.04	52.11
	NET OF REVENUES & EXPENDITURES	(216,372.00)	204,564.61	51,486.60	(420,936.61)	94.54
Fund 661 - MOTOR POOL FUND						
Fund 661 - MOTOR POOL FUND:						
	TOTAL REVENUES	446,196.00	170,242.62	11,046.03	275,953.38	38.15
	TOTAL EXPENDITURES	605,774.00	276,574.08	11,073.05	329,199.92	45.66
	NET OF REVENUES & EXPENDITURES	(159,578.00)	(106,331.46)	(27.02)	(53,246.54)	66.63
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS						
	NET OF REVENUES & EXPENDITURES	16,461,848.00	10,492,232.97	1,375,175.76	5,969,615.03	63.74
		18,408,160.00	10,016,113.93	562,276.28	8,392,046.07	54.41
	NET OF REVENUES & EXPENDITURES	(1,946,312.00)	476,119.04	812,899.48	(2,422,431.04)	24.46



May 12, 2025

Mr. Andrew Dymczyk, City Manager

City of Portland

259 Kent Street

Portland, MI 48775

**RE: April 2025 Monthly Operation Report**

Dear Mr. Dymczyk:

Attached is our Monthly Operation Report for the operation of the Wastewater Treatment Plant for the month of April 2025. 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](mailto:tsmith@portland-michigan.org).

Sincerely,

A handwritten signature in blue ink, appearing to read 'T. Smith', is written over a light blue horizontal line.

Tony Smith

City of Portland WWTP Superintendent

- **ADMINISTRATIVE REPORT**

-The April 2025 Discharge Monitoring Report (DMR) was submitted to the Michigan Department of Environment, Great Lakes and Energy (EGLE). The average influent flow was 359,000 gallons per day. The daily maximum flow was 472,000 GPD. The WWTP discharged a total of 9.186 MG (million gallons) of final effluent to the Grand River for the month of April and treated a total of 10.783 MG (million gallons) of influent (raw wastewater). The Monthly Operating Report (MOR) is included in this report.

-The City of Portland WWTP Permit is set to expire in the spring of 2025, the renewal application was submitted to EGLE for review and approval before the October 1<sup>st</sup> deadline. Also, the No Exposure Certification (NEC) for stormwater was submitted before the November deadline.

- **Action Items**

-The WWTP staff continues to work with contractors to dial in the automated control features with the new equipment upgrades. The 3 main automated features include Sludge withdrawal, sludge thickening and sludge transfer.

-The WWTP received Quotes from Grainger and MTEC for replacement of the Cities current push camera and root cutter. These items will go to the council in May for approval.

-The River Bore project at I03 Grand River was in full swing again in April. Contractors were able to successfully bore and pull the new sanitary lines from I03 GR over to the Band Shell area. The project will now shift focus to boring underneath the Grand River and setting the 3 new structures before contractors can shift the flow of the wastewater. Once all the lines have been run and structures set, they will be hydraulically tested before being put into service. When the new infrastructure has proven itself the process of decommissioning the existing sanitary lines will begin. This involves filling the lines with flowable fill.

-Plant operators will continue to work towards their licensing in 2025. Operators attended 2 classes geared towards Activated Sludge process's and attended an exam prep class prior to the exam in early April.

- City Staff along with F&V and contractors continue to work through the items remaining on the punch list, pipe labeling, flow direction and signage along with some crack injection of a few trouble spots remain. F&V and Plant staff will due a walkthrough this spring when we get closer to the startup year anniversary.

-The WWTP was approved to have 2 steel doors and 2 Windows replaced. The improvements were left out of the SRF project upgrades. The windows and doors are original to the WWTP and have outlived their useful life span.

-City staff continue to upload data and locations to the new CMMS maintenance program.

## WASTEWATER MAINTENANCE

-The WWTP staff completed 152 preventative maintenance work orders from our HIPPO computerized maintenance program (CMMS) for the month of April.

-MTEC was onsite to give follow-up training for the new GAP VAC truck. MTEC was also on-site to repair a section of the jet rod water line that was compromised while performing routine collection maintenance.

-Kennedy Industries was on-site replacing the impellers at the Cutler Road lift station. One of the impellers was ordered incorrectly by the contractor, once the correct impeller arrives Kennedy will be out again to complete the work.

-Plant staff were able clean over 12,000 feet of sanitary sewer main for the month of April. With warmer weather approaching we are looking to increase the frequency of street maintenance to 3-4 days weekly.

-Staff pulled and cleaned volutes on the pumps at the Cutler Road Lift Station and Riverside Lift Station again in April. Staff also pulled both UV disinfection Banks to clean and inspect.

#### ● EMERGENCY ALARM CALL-OUTS

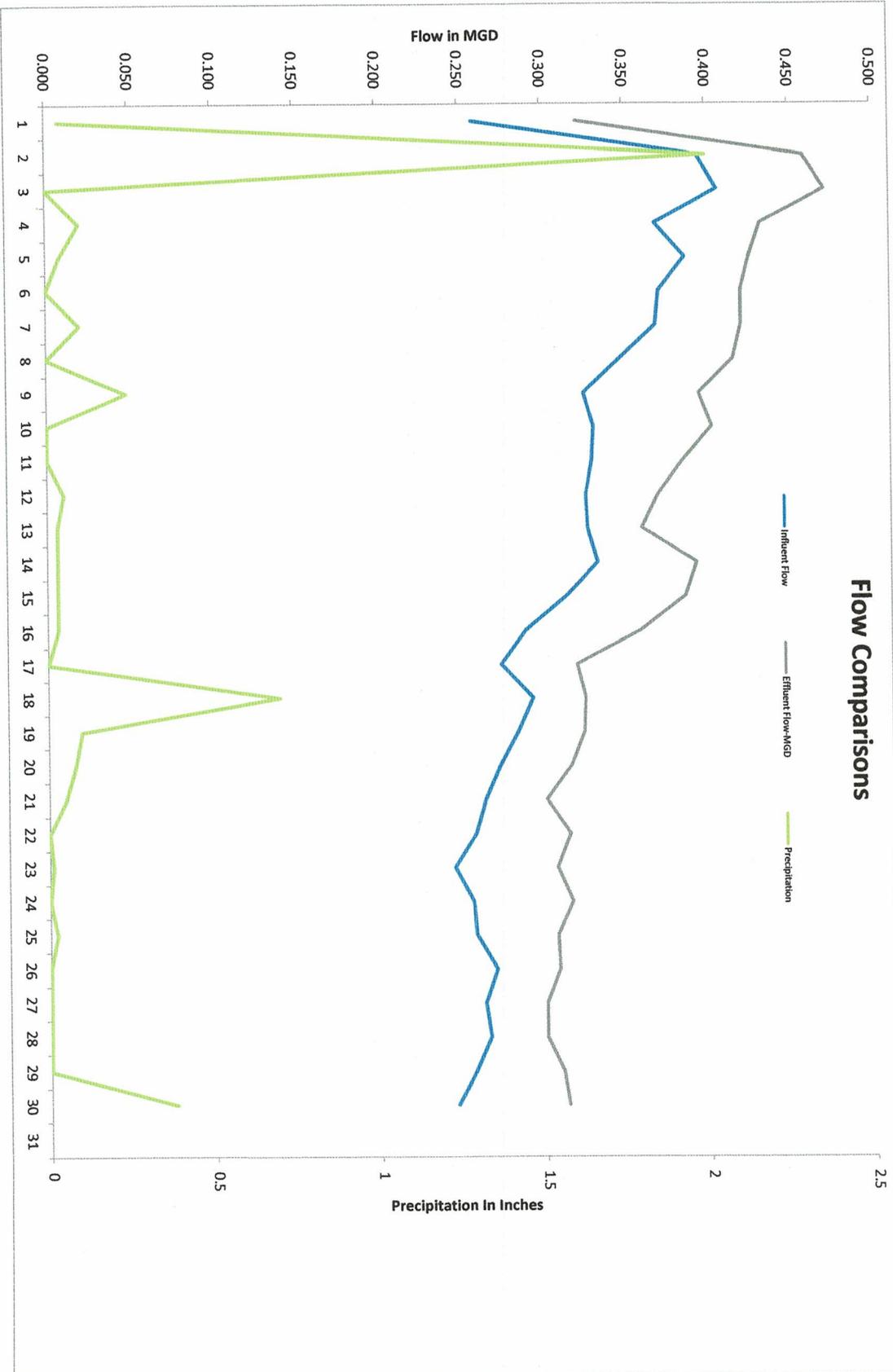
-There were 4 after hours call outs for the month of April 2025. One call out was for a WWTP power failure alarm, staff arrived and addressed the issue, requiring equipment resets after going from generator power to City Line Power. The power failure was due to losing 1 of the 3 lags coming into the plant. Another callout was due to a lateral back up on Maynard Road, City staff assisted the property owner until the lateral line flow was restored. The other call outs were due to lag pump alarms at the Cutler Road Lift-station. Staff arrived and addressed the issues.

-City staff also performed 2 sewer lateral inspections for residents with the WWTP sewer push camera and inspected a lateral line issue on Green St.

#### ● DAILY FLOW SUMMARY

The wastewater flow was monitored using the facility's influent and effluent flow meters. The chart below shows the flow readings for the month of April 2025. The average influent flow during this period was 359,000 gallons per day and the average effluent flow during this period was 306,000 gallons per day. We had (18) days with measurable precipitation which totaled 4.03 inches. The influent flow is higher than the effluent flow due to solids removal and due to recycle flows which are measured twice.

# Flow Comparisons





April 2025

**FINAL EFFLUENT**

DAY	CBOD -5					T.S.S					v.s.s			TOTAL PHOSPHORUS			pH	DO	FECAL		AMMONIA	
	mg/l	mg/l	lbs/day	lbs	%	mg/l	mg/l	lbs/day	lbs	%	mg/l	mg/l	lbs/day	%	su	mg/l			COLIFORM	NITROGEN		
	7-day		7-day		Rem.	7-day		7-day		Rem.	7-day		7-day		Rem.	cts/100 ml	7-day	mg/l	lbs/day			
	Avg		Avg			Avg		Avg			Avg		Avg			GEO						
1	8.3		22.3		98	10.4		27.9		97	6	0.631	1.4	92	7.3	6.1	4					
2	5.8		22.2		99	12.0		45.9		97	6	0.569	1.9	90	7.1	6.3	2					
3	6.6		26.0		97	7.2		28.3		96	4.0	0.392	1.3	91	7.3	7.1	2					
4																						
5																						
6																						
7		6.9		23.5			9.9		34.1										3			
8	3.4	5.3	11.8	20.0	99	6.4	8.5	22.2	32.2	97	4.8	0.559	1.6	87	7.6	8.3	2	2				
9	5.0	5.0	16.5	18.1	99	4.0	5.9	13.2	21.2	98	2.8	0.563	1.5	88	7.5	8.3	4	3				
10	3.1	3.8	10.4	12.9	99	5.2	5.2	17.5	17.6	97	3.6	0.600	1.7	86	7.5	7.8	2	3				
11		3.8		12.9			5.2		17.6										3			
12		3.8		12.9			5.2		17.6										3			
13		3.8		12.9			5.2		17.6										3			
14	3.8	3.8	12.5	12.8	99	4.4	5.0	14.4	16.8	98	3.2	0.633	1.8	86	7.4	7.2	1	2				
15	4.0	4.0	12.9	13.1	99	3.2	4.2	10.3	13.8	98	1.6	0.933	2.4	78	7.4	7.5	4	2				
16	4.0	3.7	12.0	11.9	99	4.4	4.3	13.2	13.8	99	2.9	0.803	1.9	87	7.4	7.6		2				
17		3.9		12.4			4.0		12.6										2			
18		3.9		12.4			4.0		12.6										2			
19		3.9		12.4			4.0		12.6										2			
20		3.9		12.4			4.0		12.6										2			
21		4.0		12.4			3.8		11.7										4			
22	6.1	5.1	16.0	14.0	99	10.0	7.2	26.3	19.7	97	7.6	0.565	1.2	92	7.3	6.3	8	8				
23	4.2	5.2	10.8	13.4	99	4.4	7.2	11.3	18.8	97	2.8	0.587	1.2	90	7.3	6.9	2	4				
24	3.4	4.6	9.0	11.9	99	11.2	8.5	29.5	22.4	95	3.6	0.670	1.4	91	7.2	6.5	4	4				
25		4.6		11.9			8.5		22.4										4			
26		4.6		11.9			8.5		22.4										4			
27		4.6		11.9			8.5		22.4										4			
28		4.6		11.9			8.5		22.4										4			
29	6.8	4.8	17.6	12.4	98	7.2	7.6	18.6	19.8	98	5.2	0.648	1.4	92	7.5	5.9	1	2				
30	4.5	4.9	11.7	12.8	99	5.6	8.0	14.6	20.9	98	5.2	0.758	1.6	89	7.3	5.9	4	3				
31		5.7		14.7			6.4		16.6										2			
M/M																						
TL																						
GA																						
ME	4.9		15.1		99	6.8		20.9		97	4.3	0.64	1.6	88		7.0	2.6	#####	####			
WGA																						
WA																						
M/M = Maximum/Minimum; TL = Total; GA = Geometric Average; ME = Mean Average; WGA = Weighted Geometric Average; WA = Weighed Avg.																						
REMARKS:																						

Total pounds are the multiplication of the monthly average by the number of days in the month.

City of Portland, MI

April 2025

- 1. Clear      4. Rain..
- 2. P. Cloudy   5. Snow
- 3. Cloudy     6. Windy

**RAW INFLUENT**

DAY	WEATHER		FLOW DATA						TEMP °C	PH SU	CBOD - 5 Day		TSS		V.S.S mg/l	TOTAL PHOSPHORUS		Day	
	Type	Precip	Total		Total		Peak	Min			mg/l	lbs/day	mg/l	lbs/day		mg/l	mg/l		lbs/day
	Code	Inches	Influent	7-day	Effluent	7-day	mgd	mgd											
			mgd	Avg	mgd	Avg	mgd	mgd											
1	2,3,8	0.04	0.322		0.259		0.60	0.35	14.3	8.1	440	1182	328	881	312	7.7	21	1	
2	2,3,8,4	2.00	0.459		0.395		0.88	0.38	12.1	7.2	390	1493	436	1669	340	5.6	21	2	
3	2,3,8	0.00	0.472		0.407		0.74	0.36	13.7	7.8	255	1004	168	661	140	4.5	18	3	
4	2,3,8,4	0.10	0.433		0.369		0.66	0.33										4	
5	2,3,8,4	0.04	0.426		0.387		0.70	0.38										5	
6	2,3,8	0.00	0.421		0.371		0.64	0.33										6	
7	8,2,3,5,4	0.10	0.421	0.422	0.369	0.365	0.64	0.29										7	
8	3,8	0.00	0.416	0.370	0.347	0.321	0.66	0.38	12.5	7.8	293	1017	212	736	192	4.4	15	8	
9	3,8,4	0.24	0.395	0.426	0.325	0.368	0.70	0.33	12.8	7.9	335	1104	188	619	176	4.6	15	9	
10	3,8	0.00	0.403	0.416	0.331	0.357	0.82	0.28	13.3	7.9	271	911	196	659	156	4.2	14	10	
11	2,1	0.00	0.385	0.410	0.330	0.351	0.60	0.32										11	
12	2	0.05	0.370	0.402	0.326	0.343	0.71	0.38										12	
13	2,3,4	0.03	0.360	0.393	0.327	0.336	0.60	0.24										13	
14	2,3,4,8	0.03	0.393	0.389	0.333	0.331	0.69	0.33	14.4	8.0	276	905	188	616	160	4.5	15	14	
15	3,4,7,8	0.03	0.386	0.385	0.314	0.327	0.65	0.29	14.3	8.0	267	860	188	605	164	4.2	14	15	
16	3,8,2	0.03	0.359	0.379	0.289	0.321	0.62	0.28	14.0	8.0	325	973	520	1557	228	6.0	18	16	
17	1,2,6	0.00	0.320	0.368	0.274	0.313	0.58	0.38										17	
18	1,2,4	0.70	0.325	0.359	0.293	0.308	0.74	0.32										18	
19	2,8,1	0.10	0.324	0.352	0.284	0.302	0.62	0.25										19	
20	2,8	0.08	0.316	0.346	0.273	0.294	0.62	0.36										20	
21	2,8	0.05	0.301	0.333	0.264	0.284	0.50	0.32										21	
22	1,8	0.00	0.315	0.323	0.258	0.276	0.54	0.32	15.0	8.1	408	1072	324	851	256	7.0	18	22	
23	2,4	0.01	0.307	0.315	0.245	0.270	0.52	0.34	14.5	8.1	338	865	144	369	120	6.1	16	23	
24	1,6	0.00	0.316	0.315	0.256	0.288	0.55	0.33	14.9	8.1	315	830	244	643	220	7.3	19	24	
25	234	0.02	0.307	0.312	0.258	0.263	0.63	0.36										25	
26	238	0.00	0.308	0.310	0.270	0.261	0.55	0.25										26	
27	1,2	0.00	0.300	0.308	0.263	0.259	0.56	0.27										27	
28	1,2,3,6	0.00	0.300	0.308	0.266	0.259	0.55	0.27										28	
29	1,2,6,8	0.00	0.310	0.307	0.257	0.259	0.64	0.33	16.0	8.1	330	853	344	889	296	8.2	21	29	
30	234	0.38	0.313	0.308	0.246	0.259	0.65	0.35	15.3	8.2	322	841	316	825	284	7.0	18	30	
31				0.263		0.223												31	
TL		4.03	10.783		9.186		19.16	9.70	197.1	111.3									
MAX																			
ME		0.13	0.359		0.306		0.64	0.32	14.1	8.0	326	1018	271	827	217	5.8	17		
REMARKS:																			

April 2025

**ACTIVATED SLUDGE**

DAY	Aeration Volume KCF	Detent. Time Hours	CRT Days	Organic Loading F/M	DO W	DO E	AIR SUPPLY CuFt./D	WAS gal	WAS lbs	Air Volume
1	24	5.1	0.0		3.2	3.7	1.44	5.00	0	10
2	24	3.6	0.0		3.6	4.0	1.44	5.00	0	10
3	24	3.5	0.0		4	3.6	1.44	5.00	0	10
4	24	3.8	0.0		3.3	3.4	1.44	5.00	0	10
5	24	3.9	0.0		4.1	3.9	1.44	5.00	0	10
6	24	3.9	0.0		4.2	4.0	1.44	5.00	0	10
7	24	3.9	0.0		3.7	3.5	1.44	5.00	0	10
8	24	4.0	0.0		6.4	5.1	1.44	5.00	0	10
9	24	4.2	0.0		5.5	4.8	1.44	5.00	0	10
10	24	4.1	0.0		4.7	4.6	1.44	5.00	0	10
11	24	4.3	0.0		4.4	4.6	1.44	5.00	0	10
12	24	4.4	0.0		3.5	4.1	1.44	5.00	0	10
13	24	4.6	0.0		3.4	3.9	1.44	5.00	0	10
14	24	4.2	0.0		3.6	3.4	1.44	5.00	0	10
15	24	4.3	0.0		2.6	3.4	1.44	5.00	0	10
16	24	4.6	0.0		2.5	3.4	1.44	5.00	0	10
17	24	5.1	0.0		5.2	4.5	1.44	5.00	0	10
18	24	5.1	0.0		4.7	4.2	1.44	5.00	0	10
19	24	5.1	0.0		3.7	3.8	1.44	5.00	0	10
20	24	5.2	0.0		3.5	3.7	1.44	5.00	0	10
21	24	5.5	0.0		3.3	3.5	1.44	5.00	0	10
22	24	5.2	0.0		3.3	3.4	1.44	5.00	0	10
23	24	5.4	0.0		3.1	3.3	1.44	5.00	0	10
24	24	5.2	0.0		2.6	2.4	1.44	5.00	0	10
25	24	5.4	0.0		5.4	5.2	1.44	5.00	0	10
26	24	5.3	0.0		5.3	5.0	1.44	5.00	0	10
27	24	5.5	0.0		4.6	5.0	1.44	5.00	0	10
28	24	5.5	0.0		3.6	4.0	1.44	5.00	0	10
29	24	5.3	0.0		3.3	3.6	1.44	5.00	0	10
30	24	5.3	0.0		3.4	3.4	1.44	5.00	0	10
31	24	#DIV/0!	0.0				1.44		0	10
TL								150.00	0	
ME	24	#DIV/0!	#DIV/0!	#DIV/0!	4	3.9	1.44	5.00	0	
REMARKS:										

Total lbs are figured by multiplying the monthly average by the number of days in the month.

April 2025

**MISCELLANEOUS DATA**

DAY	OUTFALL OBSERVATION	GRIT	NAT. GAS	ELECT. WWTP	ELECT. Riverside Lift Stat.	ELECT. Canal Lift Stat.	ELECT Cutler Lift Stat.	FERRIC CHLORIDE
	yes/no	cf	cf	kwh	kwh	kwh	kwh	lbs
SF				1				
1	y		2300	200				295
2	y	40.5	2900	208	10	28	47	295
3	y		4700	224	5	14	18	295
4	y		3300	208				241
5	n		4700	224				241
6	n		6000	232	14	43	54	241
7	n		4200	224				241
8	y	40.5	5300	208	9	30	43	241
9	y		5200	224				241
10	y		5200	224	8	28	39	241
11	y		3700	208				241
12	n		2300	256				241
13	n		2000	272	13	43	49	241
14	y		1900	232				241
15	y	40.5	1800	208	8	28	34	241
16	y		1700	184	5	16	17	295
17	y		1200	200				295
18	n		700	192				295
19	n		1500	200				295
20	y		1500	208	18	54	60	295
21	y		2500	224				295
22	y		200	216	10	30	31	295
23	y		1100	280				295
24	n		600	128	9	29	26	295
25	n		800	184				295
26	n		1500	184				295
27	n	54.0	1000	200	10	39	40	295
28	n		400	208				295
29	y		1000	200	6	30	34	295
30	y		1200	216				295
31					5	15	17	
<b>TL</b>		175.5	72400.0	6376	130	427	509	8202
<b>ME</b>		43.9	2413	213	9	31	36	273
<b>REMARKS:</b>								

Total lbs are figured by multiplying the monthly average by the number of days in the month.

Plant Manager: Tony Smith

City of Portland, MI

April 2025

**DIGESTER BIOSOLIDS**

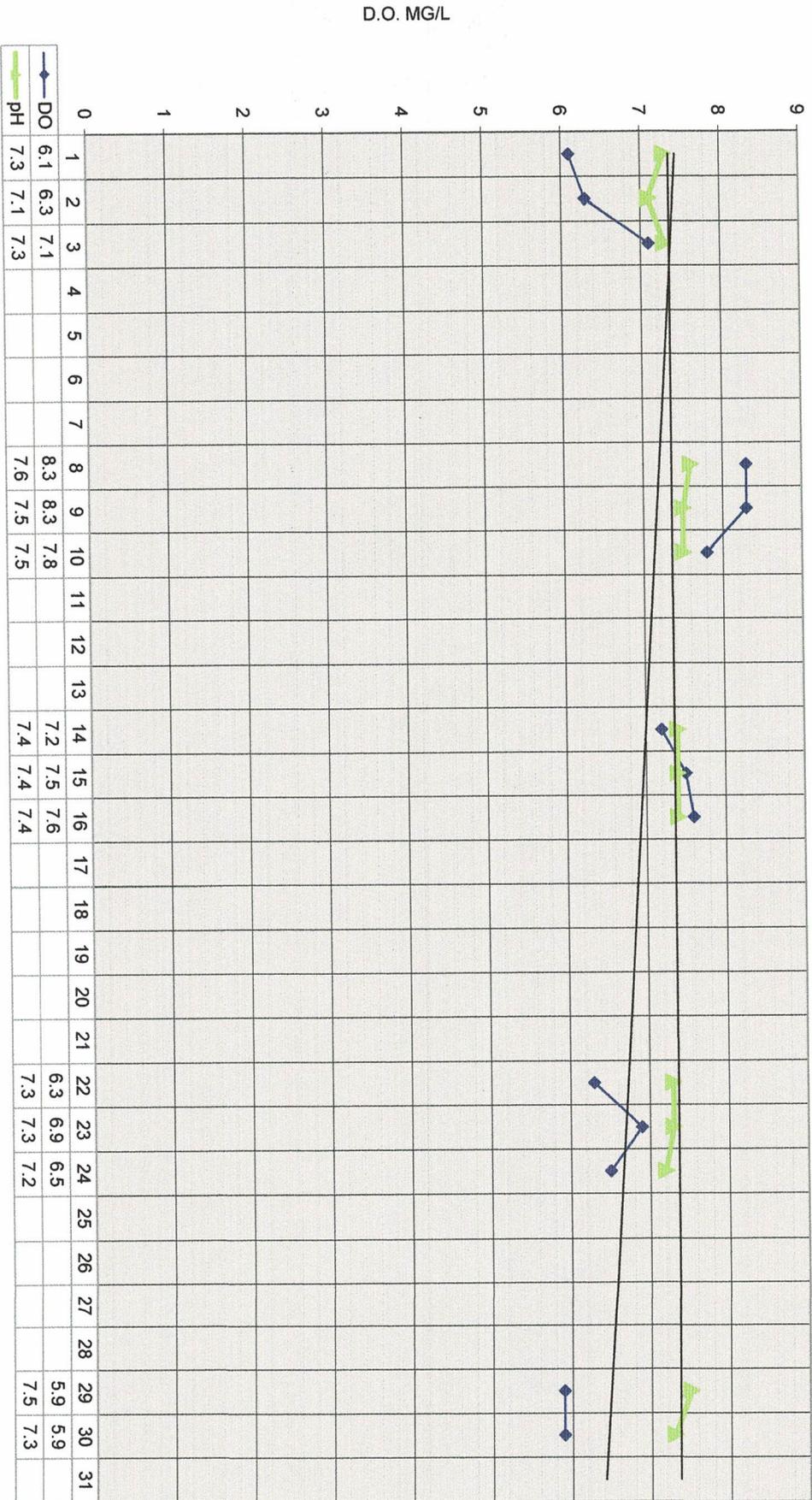
SF DAY	RAW SLUDGE						BIOSOLIDS						
	Amt.	Percent	Digester	Digester	PH	TEMP.	SLUDGE	PH	T. S.	V. S.	VA/TA	VOLATILE	GAS
	Pumped	Total	% Vol.	Loading			TEMP.				RATIO	SOLIDS	Produced
	gal	Solids	Solids	lbs/1000 cuft.		C.	C.		%	%		REDUCTION	CuFt X 100
1	#REF!												
2	#REF!	2.2	68		7.8	14.4	14.1	8.0	3.1	66			
3	#REF!			#REF!								#DIV/0!	
4	#REF!											#DIV/0!	
5	#REF!											#DIV/0!	
6	#REF!											#DIV/0!	
7	#REF!											#DIV/0!	
8	#REF!											#DIV/0!	
9	#REF!											#DIV/0!	
10	#REF!	1.9	66.9	#REF!	7.7	15.1	14.2	7.9	2.4	65.5		6	
11	#REF!	1.9/2.4	66		7.6/7.9	15.6/14.1	15.3	7.5	3.6	67			
12	#REF!												
13	#REF!												
14	#REF!			#REF!								#DIV/0!	
15	#REF!											#DIV/0!	
16	#REF!											#DIV/0!	
17	#REF!			#REF!								#DIV/0!	
18	#REF!											#DIV/0!	
19	#REF!											#DIV/0!	
20	#REF!											#DIV/0!	
21	#REF!			#REF!								#DIV/0!	
22	#REF!											#DIV/0!	
23	#REF!	2	64		7.8	18.2	17.8	7.7	2	63		4	
24	#REF!			#REF!								#DIV/0!	
25	#REF!											#DIV/0!	
26	#REF!											#DIV/0!	
27	#REF!											#DIV/0!	
28	#REF!			#REF!								#DIV/0!	
29	#REF!											#DIV/0!	
30	#REF!											#DIV/0!	
31	#REF!			#REF!								#DIV/0!	
TL	#REF!												0
ME	#REF!	2.0	66	#REF!	7.8	15.9	15.4	7.8	2.8	65		#DIV/0!	#DIV/0!
REMARKS:		Loading Rate = .02 - .10 lb/cu. ft.											

Digester Volume:  
 Primary: 14700  
 Secondary: 14700

Process Pattern:  
 Primary, Secondary, Land Application

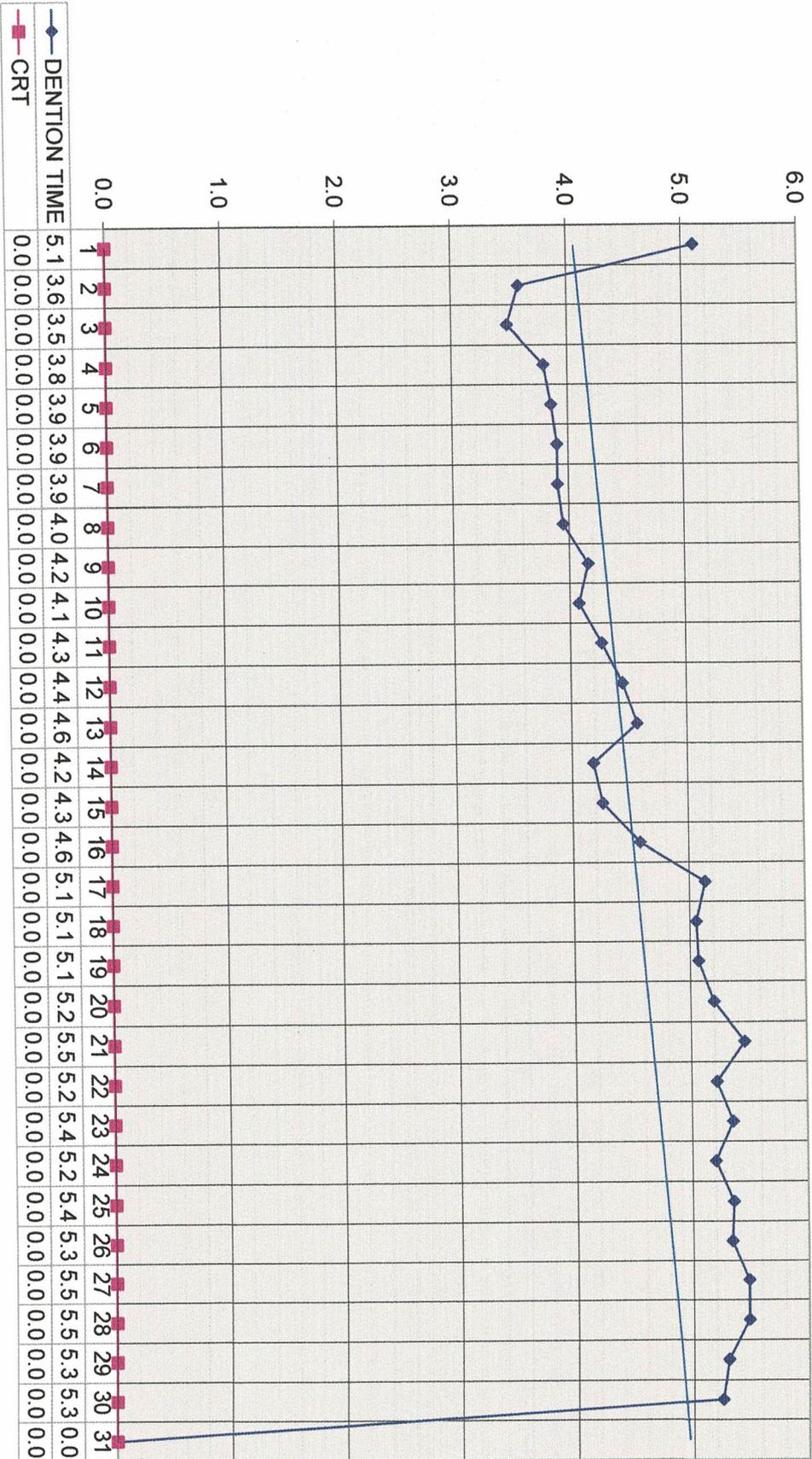


pH & D.O.



# DETENTION & CRT

DET=HRS; CRT = DAYS



# Monthly Report

## April Activity

- 911 Calls— **1949**
- Administrative Calls— **4576**
- Text to 911— **18**
- 911 Hang up Calls— **185**
- Calls for Service Initiated — **3420**
  
- Total Mental Health Calls — **33**
- Suicidal Calls — **15**
- 988 Calls Received — **1**
- 988 Calls Transferred — **0**
- CPR Performed — **8**
- Stroke Related Calls — **7**
- Child birth calls — **0**



### Special Programs Available

Share Medical Information with your 911 call.



[www.emergencyprofile.org](http://www.emergencyprofile.org)

Personal Safety

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



[What3words.com](http://What3words.com)

Available at:



## Statistics—Calls for Service.

April CFS TYPES 2025			
CALL FOR SERVICE TYPE	TOTAL	CALL FOR SERVICE TYPE	TOTAL
911 Hang up Call	185	Lost Property / Found	15
988 Calls	1	MDOP	17
Abandoned Vehicle	20	MED 1	220
Active Violence Incident	0	MED 2	86
Alarm	41	MED 3	108
Ambulance Transport	99	Medical Call / Amb Dispatch	11
Assault	22	Mental Health	33
Assist Jail	0	Missing Person	20
Assist Medical	0	Motor Vehicle Theft / UDAA	9
Assist Other Agency	0	Non Criminal	55
Assist Outside Agency	19	OWI / OUID	11
Bomb Threat	0	PDA Traffic	98
Burglary	17	Phone / Internet Harassment	27
Burn Permit	105	PIA Traffic	34
Civil Dispute	82	PPO Violation	3
Conservation / Wildlife	35	Property Check	13
CSC - Criminal Sexual Conduct	14	Repossession	8
Disorderly Conduct	79	Request - Wrecker	4
Domestic Assault	31	Road Closure	19
DPW Request	16	Robbery / Hold up	0
Drugs	8	Spam to Center	0
Duplicate Call	1	Structure Fire	14
Family Abuse / Neglect	16	Suspicious Situations	189
Fire All Other	51	Test Call / System Test	45
Fireworks	1	Thunder Storm/Tornado Warning	0
Follow Up	286	Traffic / Officer Stop	196
Fraud	31	Traffic Offense All Other	564
General Assist	228	Tree Down	20
Grass / Wildland Fire	22	Trespassing	16
Health & Safety / Animal	92	Vehicle Fire	3
Hit and Run	13	Verbal Domestic	11
Homicide	0	Vin Inspections / All Inspections	6
Juvenile Problems & Runaways	51	Warrant Arrest / Fugitive	67
Kidnapping	0	Weapons Offenses All	17
Larceny	42	Wires Down / Arching	28
Liquor / MIP	2	Unclassified	368
Tornado Siren Tests	4	Fire Pager Tests	4
Emergency Alert Tests		Total This Month	3953

## Central Dispatch Activities

- April 2nd, Emergency Medical Dispatch Training completed, 1 Dispatcher
- April 2nd, 9-1-1 Advisory Board and Tac Committees meetings.
- April 3rd, Career Center Students attended center training.
- April 4th, MCDA meeting attended.
- April 10th & 24th NENA VRS-IP Relay meetings attended.
- April 13th, 19th was Emergency Telecommunicator Week.
- April 13th, Dispatcher Amanda is celebrated for 25 years of service, Congrats!
- April 14th, Townships meeting attended.
- April 21-25, Communications Training Officer Class attended, 1 Dispatcher
- April 22-24, 9-1-1 Mental Health class attended, 2 Supervisors.

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*Information received from callers is often incorrect. This often results in the 911 Dispatcher providing incorrect location or other information to First Responders.*

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## Central Dispatch—Telecommunicator Week.

In 1991, President William J. Clinton officially designated the second full week of April as National Public Safety Telecommunicators Week. This week is a time to honor and celebrate the important work of public safety telecommunicators, who serve as the vital link between the public and emergency responders.

We again this year, celebrate the work done by the Ionia County Central Dispatch Telecommunicators each and every day. The calls they receive can vary from life and death emergencies to simple information requests and everything in between. They are a dedicated wonderful group of people that work in the background but are truly the first, first responder that are called when assistance is needed. We took this national week to recognize and thank them for the work they do.

### Ionia County Central Dispatch

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

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

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

- D. Detail-oriented:** Able to pay close attention, notice the minor details.
- I. Innovative:** Share new ideas that can improve ICCD for the better, embrace change.
- S. Strong Work Ethic:** Consistently performing our job to the best of our ability.
- P. Professionalism:** Communicating respectfully, effectively, and appropriately leading by example.
- A. Adaptability:** Flexibility, responding effectively to changes or various situations.
- T. Teamwork:** Work together toward a collective goal with good communication, patience, and dedication.
- C. Caring:** Feeling or showing concern for or kindness to others.
- H. Honesty:** Uprightness, fairness, truthfulness, sincerity, or frankness in communications and deeds.
- E. Empathy:** Connecting with someone, sensing people's emotions or feelings.
- R. Respectful:** Being appreciative, considerate, polite and gracious to all those we serve and serve with.

### Ionia County Central Dispatch

545 Apple Tree Drive, Ionia MI 48846

EMERGENCY: 911

NON-EMERGENCY: (616) 527-0400

ADMINISTRATION: (616) 522-0911

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

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

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

Supervisor: Natalie Heardl, CMCP (Day Shift)  
(616) 527-5612 nheardl@ioniacounty.org

Supervisor: Jeremiah Wittenbach (Night Shift)  
(616) 527-5617 jwittenbach@ioniacounty.org

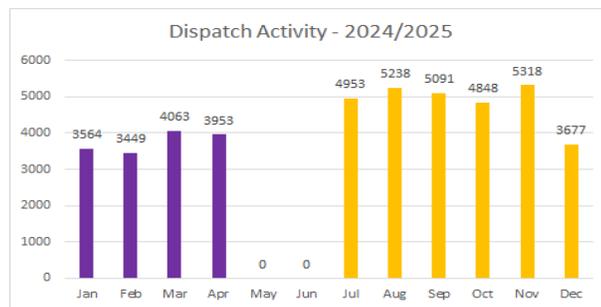
Supervisor: Roy McCarver (Night Shift)  
(616) 527-5616 rmccarver@ioniacounty.org

FOIA Requests - 911 Records Only-No Police Repts.  
Form available at: <http://ioniacounty.org/foia>  
Send or Email to: [CentralDispatch@ioniacounty.org](mailto:CentralDispatch@ioniacounty.org)

## Agency Individual Responses / Activity

- Belding Fire—85
- Berlin-Orange Fire— 43
- Clarksville Fire— 22
- Hubbardston Fire— 4
- Ionia Department Public Safety Fire— 96
- Lake Odessa Fire— 27
- Lyons-Muir Fire— 29
- Orleans Fire—26
- Pewamo Fire— 13
- Portland Fire— 19
- Ronald Fire— 2
- Roxand Fire— 1
- Saranac Fire— 63
- Sunfield Fire— 1
- Life EMS— 489
- Portland EMS— 116
- Animal Control— 57
- Belding Police— 321
- Department of Natural Resources Law— 1
- Ionia County Sheriff's Office— 885
- Ionia Department Public Safety Law— 390
- Lake Odessa Police— 98
- Michigan State Police— 526
- Portland Police— 155

## Central Dispatch Activity



**IONIA COUNTY BOARD OF COMMISSIONERS  
BOARD OF COMMISSIONERS MEETING  
MAY 13, 2025 – 3:00 P.M.  
101 WEST MAIN STREET  
IONIA, MICHIGAN**

**THIS MEETING WILL BE HELD IN PERSON AND ZOOM**

**AGENDA**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Invocation**
- IV. Approval of Agenda**
  - A. Consideration of additional items
- V. Public Comment** (Three-minute time limit per-speaker – please state name/organization)
- VI. Action on Consent Calendar**
  - A. Approve minutes of the previous meeting (s)
- VII. Unfinished Business**
  - A.
- VIII. New Business**
  - A. Appointment to Jury Board
    - Richard Wilson, six year term
  - B. Request Approval for Out of State Travel- Charlean Hemminger/Matthew VanCamp
  - C. Request to Approve Agreement to provide additional Sheriff's Office Services to Easton Township – Sheriff Noll
  - D. Request to Approve Agreement for Sheriff's Office Services with The Village of Clarksville – Sheriff Noll
  - E. Request to Approve Agreement for additional Sheriff's Office Services with Otisco Township – Sheriff Noll
  - F. Request to terminate contract with HealthBar- Commissioner Hesche
  - G. Resolution Approving MDOT contract 25-5227 Krupp & Zahm – Linda Pigue
  - H. Resolution Approving MDOT contract 25-5248 Grand River Ave – Linda Pigue
  - I. Resolution Urging Action to Address the Public Mental Health Funding Shortfall- Kerry Possehn

**IX. Department Reports**

- A. Community Mental Health-The Right Door
- B. Building Codes

**X. Reports of Officers, Boards, and Standing Committees**

- A. Chairperson
- B. Board of Commissioners
- C. County Administrator

**XI. Reports of Special or Ad Hoc Committees**

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

**XIII. Closed Session**

- A. NONE

**XIV. Adjournment**

**Board and/or Commission Vacancies**

- **Community Corrections Advisory Board-Ionia Community Mental Health Representative**

**Appointments for consideration in the month of May 2025:**

- **Midwest Michigan Trail Authority**

**Appointments for consideration in the month of June 2025:**

- **NONE**

**STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION  
NOTICE OF HEARING  
FOR THE ELECTRIC CUSTOMERS OF  
CONSUMERS ENERGY COMPANY  
CASE NO. U-21424**

- Consumers Energy Company requests Michigan Public Service Commission's approval for reconciliation of its power supply cost recovery plan (Case No. U-21423) for the 12 months ended December 31, 2024.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company One Energy Plaza, Jackson, MI 49201, 800-477-5050, for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company or on the Commission's website at: <https://mi-psc.my.site.com/s/>.
- A pre-hearing will be held:

**DATE/TIME: Thursday, May 15, 2025 at 9:00 AM**

**BEFORE: Administrative Law Judge Christopher S. Saunders**

**LOCATION: Video/Teleconference**

**PARTICIPATION:** Any interested person may participate. Persons needing any assistance to participate or who are seeking access to the video/teleconference should contact the Administrative Law Judge's secretary at (517) 284-8130 or by email at [LARA-MOHR-PSC@michigan.gov](mailto:LARA-MOHR-PSC@michigan.gov) in advance of the hearing.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company's (Consumers Energy) March 31, 2025 application requesting the Commission to: 1) approve the January 2024 through December 2024 Power Supply Cost Recovery (PSCR) reconciliation as proposed by Consumers Energy; 2) approve Consumers Energy's proposal to roll in the prior year's total net PSCR under-recovery; 3) approve the reconciliation of the Financial Compensation Mechanism (FCM) amounts collected in 2024; 4) approve the proposed 2027 FCM surcharges, incorporating the total FCM over-recovery forecasted to be of approximately \$6.5 through the end of 2026, including interest, into the calculation of the 2027 FCM surcharges; and 5) grant Consumers Energy such other and further relief as is lawful and appropriate.

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

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by May 8, 2025. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's Legal Department – Regulatory Group One Energy Plaza, Jackson, MI 49201.

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

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of their wish to make a statement of position. Mich Admin Code, R 792.10413 (Rule 413).

Any person wishing to file a public comment may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. **U-21424**. Statements may be emailed to: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov). Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917.

All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private. For more information on how to participate in a case, you may contact the Executive Secretary at the above address or by telephone at (517) 284-8090.

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

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

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6j et seq.; and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, and R 792.10401 through R 792.10448.

**THE MICHIGAN PUBLIC SERVICE COMMISSION MAY APPROVE, REJECT, OR AMEND PROPOSALS MADE BY CONSUMERS ENERGY.**