



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

7:00 p.m. Tuesday, September 3, 2013
City Council Chambers
City Hall, 259 Kent St., Portland Michigan

<u>Estimated Time</u>		<u>Action Requested</u>
7:00 PM	I. <u>Call to Order</u>	
7:01 PM	II. <u>Pledge of Allegiance</u>	
7:02 PM	III. <u>Acceptance of Agenda</u>	Motion
7:03 PM	IV. <u>City Manager Report</u>	
	V. <u>Presentations</u>	
	A. DDA/Main Street Director Reagan – Downtown Report	
	VI. <u>Public Hearing(s)</u> – None	
	VII. <u>Old Business</u>	
	VIII. <u>New Business</u>	
7:20 PM	A. Second Reading and Consideration of Ordinance 171B to Amend Chapter 16, Article 1, Section 16-1 of the City Code of Ordinances Regulating the Division of Land in the City and add Sections 16-2, 16-3, 16-4 and 16-5 to the City Code of Ordinances to Provide Application Standards, Procedure, Approval Standards, and Consequences of Noncompliance with Land Division Approval Requirements	Motion
7:22 PM	B. Proposed Resolution 13-69 to Amend the Budget for Fiscal Year 2013-2014	Motion
7:24 PM	C. Proposed Resolution 13-70 Approving the Planning Commission's Recommendation to Approve a Parcel Division Application for the Property at 246 Quarterline Street	Motion
7:26 PM	D. Proposed Resolution 13-71 Approving the Purchase of a Used Street Sweeper and Scrapping the Existing Units	Motion
7:29 PM	E. Proposed Resolution 13-72 Approving a Forbearance Agreement for Mobile Home Installation and Removal at 926 Hill Street	Motion
7:31 PM	F. Proposed Resolution 13-73 Approving Fleis & VandenBrink's Proposal for Engineering Services Associated with the Preparation of A Stormwater Asset Management and Wastewater (SAW) Grant Application through the Michigan Department of Environmental Quality	Motion
7:33 PM	G. Proposed Resolution 13-74 Approving, Authorizing, and Directing The Mayor and City Clerk to Sign the Joint Funding Agreement for The Operation of a Streamgaging Station	Motion

<u>Estimated Time</u>		<u>Action Requested</u>
7:35 PM	H. Proposed Resolution 13-75 Approving the Board of Light and Power's Recommendation to Purchase Switchgear for a Cost Not to Exceed \$7,196	Motion
7:37 PM	I. Proposed Resolution 13-76 Approving the Board of Light and Power's Recommendation to Approve, Authorize, and Direct the City's Electric Superintendent to Sign an Energy Services Project Transaction Authorization to Purchase a .5 MW of Peak Energy	Motion
7:39 PM	IX. <u>Consent Agenda</u>– A. Minutes & Synopsis from the Regular City Council Meeting held on August 19, 2013 B. Payment of Invoices in the Amount of \$93,702.00 and Payroll in the Amount of \$131,177.33 for a Total of \$224,879.33 C. Purchase Orders over \$5,000 1. To Municipal Supply in the Amount of \$25,498.00 for the Purchase of Orion Endpoint Readers 2. To Resco in the Amount of \$39,823.20 for the Purchase of Kerite Wire and High Voltage Connectors X. <u>Communications</u>– A. Economic Development Corporation Minutes for March 25, 2013 B. Planning Commission Minutes for June 12, 2013 C. Utility Billing Report for July 2013 D. Franklin Energy - Energy Optimization Report August 1, 2013 E. Renewable Energy Annual Report for 2012 F. Ambulance Report for August 2012 G. Code/Zoning Report for August 2012 H. Fleis & VandenBrink re: Status Report of Corrective Actions Related to Diesel Fuel Release – 2013 I. AECOM re: Portland Municipal Dam, FERC License Nuisance Plant Monitoring 2013 J. WOW! re: Change in Channel Lineup K. Ionia County Board of Commissioners Agenda for August 27, 2013 L. MPSC Notice of Hearing for Consumers Energy M. MPSC Notice of Hearing for HomeWorks Tri-County Electric Cooperative	Motion
7:42 PM	X. <u>Public Comment</u> (5 minute time limit per speaker)	
7:47 PM	XI. <u>Other Business</u>	
7:50 PM	XII. <u>Council Comments</u>	
7:55 PM	XIII. <u>Adjournment</u>	Motion

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

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

ORDINANCE NO. 171-B

**AN ORDINANCE TO AMEND CHAPTER 16, ARTICLE I, SECTION 16-1 OF
THE CITY CODE OF ORDINANCES REGULATING THE DIVISION OF
LAND IN THE CITY AND ADD SECTIONS 16-2, 16-3, 16-4 AND 16-5 TO THE
CITY CODE OF ORDINANCES TO PROVIDE APPLICATION STANDARDS,
PROCEDURE, APPROVAL STANDARDS, AND CONSEQUENCES OF
NONCOMPLIANCE WITH LAND DIVISION APPROVAL REQUIREMENTS**

THE CITY OF PORTLAND ORDAINS:

SECTION 1. AMENDMENT. Chapter 16, Article I, Section 16-1 of the City Code of Ordinance is amended to read as follows:

Sec. 16-1 Land Divisions

The division of any lot or parcel of land in the City is prohibited, unless approved by the City Assessor in accordance with the requirements of this Article.

SECTION 2. AMENDMENT. Chapter 16, Article I of the City Code of Ordinance is amended by adding sections 16-2, 16-3, 16-4, and 16-5 to read as follows:

Sec. 16-2 Application Standards

An applicant shall file all of the following with the municipal clerk or other official designated by the city council for review and approval of a proposed land division before making any division either by deed, land contract, lease for more than one year, or for building development:

- (1) A completed application form on such form as may be provided by the city.
- (2) Proof of fee ownership of the land proposed to be divided.
- (3) A survey map of the land proposed to be divided, prepared pursuant to the survey map requirements of 1970 PA 132 (MCL 54.211) by a land surveyor licensed by the state and showing the dimensions and legal descriptions of the existing parcel and the parcels proposed to be created by the division, the location of all existing structures and other

land improvements, and the accessibility of the parcels for vehicular traffic and utilities from existing public roads, unless waived by the assessor.

- (4) Proof that all standards of the land division act (MCL 560.101 et seq.) and this article have been met.
- (5) The history and specifications of any previous divisions of land of which the proposed division was a part sufficient to establish the parcel to be divided was lawfully in existence as of March 31, 1997, the effective date of the land division act (MCL 560.101 et seq.).
- (6) Proof that all due and payable taxes or installments of special assessments pertaining to the land proposed to be divided are paid in full.
- (7) If transfer of division rights is proposed in the land transfer, detailed information about the terms and availability of the proposed division rights transfer.
- (8) All divisions shall result in "buildable" parcels containing sufficient "buildable" area outside of unbuildable wetlands, floodplains and other areas where buildings are prohibited therefrom, and with sufficient area to comply with all required setback provisions, minimum floor areas, off-street parking spaces, on-site sewage disposal and water well locations (where public water and sewer service is not available), and maximum allowed area coverage of buildings and structures on the site.
- (9) The fee, as may from time to time be established by resolution of the city council, for land division reviews pursuant to this article to cover the costs of review of the application and administration of this article and the land division act.

Sec 16-3

Procedure

- (1) Upon receipt of a land division application package, the city clerk or other official designated by the city council shall forthwith submit the application package to the city assessor. The city assessor will approve, or approve with reasonable conditions to ensure compliance with applicable ordinances and the protection of public health, safety, and general welfare, or disapprove the land division applied for within 30 days after receipt of the application package conforming to this ordinance's requirements, and will promptly notify the applicant of the decisions and the reasons for any denial. If the application package does not conform to this ordinance's requirements and the land division act (MCL 560.101 et seq.), the assessor will return the

application package to the applicant for completion and re-filing in accordance with this article and the land division act (MCL 560.101 et seq.).

- (2) Any person or entity aggrieved by the decision of the assessor may, within 30 days of such decision, appeal the decision to the city council which will consider and resolve such appeal by a majority vote of the council at its next regular meeting or session affording sufficient time for a 20-day written notice to the applicant (and appellant where other than the applicant) of the time and date of such meeting and appellate hearing.
- (3) The city assessor will maintain an official record of all approved land divisions or transfers.

Sec. 16-4 Approval Standards

- (1) All the parcels to be created by the proposed land division fully comply with the applicable lot (parcel), yard and area requirements of the applicable zoning ordinance, including, but not limited to, minimum lot (parcel) frontage/width, minimum road frontage, minimum lot (parcel) area, minimum lot width to depth ratio, and maximum lot (parcel) coverage and minimum setbacks for existing buildings/structures.
- (2) The proposed land division complies with all requirements of the land division act (MCL 560.101 et seq.) and this ordinance.
- (3) All parcels created and remaining have existing adequate accessibility, or an area available therefor, to a public road for public utilities and emergency and other vehicles not less than the requirements of the applicable zoning ordinance, major thoroughfare plan, road ordinance or this article. In determining adequacy of accessibility, any ordinance standards applicable to plats shall also apply as a minimum standard whenever a parcel or tract is proposed to be divided to create four or more parcels.
- (4) In the absence of applicable zoning or other ordinances providing a different standard, all parcels created by a land division shall comply with the following minimum standards:
 - a. Where accessibility is to be provided by a proposed new dedicated public road, proof that the city engineer or state department of transportation has approved the proposed layout and construction design of the road and of utility easements and drainage facilities connected therewith.

b. Where accessibility by vehicular traffic and for utilities is permitted through other than a dedicated and accepted public road or easement, such accessibility shall comply with the City 's private road requirements.

.Sec. 16-5 Consequences Of Noncompliance With Land Division Approval Requirements

- (1) Any parcel created in noncompliance with this article will not be eligible for any building permits, or zoning approvals, such as special land use approval or site plan approval, and will not be recognized as a separate parcel on the assessment roll.
- (2) In addition, violation of any section of this article is punishable as a municipal civil infraction punishable by a civil fine of not less than \$100 nor more than \$500.
- (3) In addition to the penalties provided by this section, the district court shall have the equitable jurisdiction to enforce any judgment, writ, or order necessary to enforce any provision of this article, including, but not limited to, abatement of any violating condition or the granting of any injunctive relief.

SECTION 3. PUBLICATION AND EFFECTIVE DATE. This Ordinance must be published and recorded as provided in the City Charter and takes effect on the date of publication, but not less than ten (10) days after its adoption by the City Council.

Ayes:

Nays:

Absent:

Abstain:

ORDINANCE DECLARED ADOPTED.

Dated: _____, 2013

James E. Barnes, Mayor

Monique I. Miller, City Clerk

Introduced: _____, 2013

Adopted: _____, 2013

Published: _____, 2013

Effective: _____, 2013

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-69
A RESOLUTION TO AMEND THE BUDGET
FOR FISCAL YEAR 2013-2014

WHEREAS, State law prohibits local units of government from ending any fiscal year with a negative fund balance in any fund; and

WHEREAS, the Finance Director has reviewed current fund balances and expenditures for FY 2013-2014 and recommends that the Council approve the proposed amendments set forth on the attached Exhibit A in order to comply with State law.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the 2013-2014 fiscal budget amendments as listed on the attached Exhibit A.
2. 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:

Monique I. Miller, City Clerk

EXHIBIT A

2013-2014 FISCAL YEAR BUDGET AMENDMENTS

LINE ITEM	DESCRIPTION	CURRENT BUDGET	REQUESTED BUDGET	DIFFERENCE
101-100-999661	COUNCIL Transfer to Motor Pool	\$0	\$44,000	\$44,000
105-254-995000	INCOME TAX Interest Payment	\$0	\$11,729	\$11,729
105-254-999203	INCOME TAX Transfer to Local Street	\$320,000	\$0	(\$320,000)
105-254-999590	INCOME TAX Transfer to Wastewater	\$95,000	\$0	(\$95,000)
203-000-699105	LOCAL STREETS Transfer from Income Tax	\$320,000	\$0	(\$320,000)
203-000-699406	LOCAL STREETS Transfer from Cap Improve.	\$0	\$693,100	\$693,100
203-452-803000	LOCAL STREETS Engineering Service	\$75,000	\$0	(\$75,000)
203-452-803003	LOCAL STREETS Eng. Serv-Cutler, Knox,Storz	\$0	\$43,100	\$43,100
203-452-804000	LOCAL STREETS Contracted Service	\$245,000	\$0	(\$245,000)
203-452-804003	LOCAL STREETS Cont. Serv-Cutler,Knox,Storz	\$0	\$650,000	\$650,000
406-000-698000	CAPITAL IMPROVEMENT Bond Proceeds for Streets	\$0	\$1,400,000	\$1,400,000
406-275-991000	CAPITAL IMPROVEMENT Bond Expenses	\$0	\$18,250	\$18,250
406-275-999203	CAPITAL IMPROVEMENT Transfer to Local Streets	\$0	\$693,100	\$693,100

EXHIBIT A

2013-2014 FISCAL YEAR
BUDGET AMENDMENTS

LINE ITEM	DESCRIPTION	CURRENT BUDGET	REQUESTED BUDGET	DIFFERENCE
406-275-999590	CAPITAL IMPROVEMENT Transfer to Wastewater	\$0	\$179,600	\$179,600
590-000-699105	WASTEWATER Transfer from Income Tax	\$95,000	\$0	(\$95,000)
590-000-699406	WASTEWATER Transfer from Cap Improve	\$0	\$179,600	\$179,600
590-441-803000	WASTEWATER Engineering Service	\$22,000	\$0	(\$22,000)
590-441-803003	WASTEWATER Eng. Serv-Cutler, Knox,Storz	\$0	\$9,600	\$9,600
590-441-804003	WASTEWATER Cont Serv-Cutler, Knox,Storz	\$0	\$170,000	\$170,000
591-441-803000	WATER Engineering Service	\$25,000	\$0	(\$25,000)
591-441-803003	WATER Eng. Serv-Cutler,Knox,Storz	\$0	\$6,300	\$6,300
591-441-804000	WATER Cont Serv-Cutler, Knox, Storz	\$175,000	\$0	(\$175,000)
591-441-804003	WATER Cont Serv-Cutler, Knox,Storz	\$0	\$176,000	\$176,000
661-000-699101	MOTOR POOL Transfer from General Fund	\$0	\$44,000	\$44,000
661-441-977017	MOTOR POOL Cap Outlay-Street Sweeper	\$25,000	\$47,000	\$22,000

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-70

**A RESOLUTION APPROVING THE PLANNING COMMISSION'S
RECOMMENDATION TO APPROVE A PARCEL DIVISION APPLICATION
FOR THE PROPERTY AT 246 QUARTERLINE STREET**

WHEREAS, the house at 246 Quarterline was destroyed by fire and the vacant lot was purchased by the neighbor to the south, Inez Leik; and

WHEREAS, on August 2, 2013 Inez Leik filed a Parcel Division Application to split the property at 246 Quarterline adding the south half to her parcel at 238 Quarterline and the north half to her neighbor's property at 300 Quarterline, a copy of the Application is attached as Exhibit A; and

WHEREAS, on August 26, 2013, the Planning Commission held a special meeting at which it reviewed and recommended approval of the Ms. Leik's Parcel Division Application to split the property at 246 Quarterline adding the south half to her parcel at 238 Quarterline and the north half to her neighbor's property at 300 Quarterline, a copy of the Application is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the Planning Commission's recommendation and approves Ms. Leik's Parcel Division Application to split the property at 246 Quarterline adding the south half to her parcel at 238 Quarterline and the north half to her neighbor's property at 300 Quarterline, a copy of the Application is attached as Exhibit A.
2. 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: September 3, 2013

Monique I. Miller, City Clerk



CITY OF PORTLAND

PARCEL SPLIT AND COMBINATION APPLICATION

This application must be filled out in its entirety. If a question is not applicable, please put N/A for that question. If this form is not filled out completely, it will NOT be processed. Please return the completed form and attachments to the Zoning Administrator at City Hall.

1. PARENT PARCEL INFORMATION

Parcel Number: 08-300-000-600-00

Property Address: 246 Quarterline St

2. PROPERTY OWNER INFORMATION

Owners Name: Inez Leik

Mailing Address: 238 Quarterline St.

Daytime Phone #: (517) 447-4289

3. EXISTING IMPROVEMENTS ON PARENT PARCEL *i.e., house, garage, driveway, septic, etc.

None

4. PROPOSED DIVISION(S) *Size must meet ordinance requirements

of resultant parcels: _____

Intended use: _____

North 33x132 to Tony Giuliani
South 33x132 to Inez Leik

5. ROAD ACCESS

Do the resulting parcels have public road access?

If yes, what is street name?

Quarterline St

☒ Y ☐ N

Is there a proposed new public road?

☐ Y ☒ N

Street Name: _____

Is there a proposed private road?

☐ Y ☒ N

Street Name: _____

6. DEVELOPMENT SITE LIMITATIONS

Waterfront property ☐

N/A
Within a floodplain ☐

Includes wetlands ☐

7. PREVIOUS DIVISIONS

Have there been any divisions from the parent parcel since March 31, 1997?

☐ Y ☒ N

8. EXISTING OR PROPOSED EASEMENTS (if you respond YES to either, you must attach a copy)

Are there any easements on the parent parcel(s)?

☐ Y ☒ N

Are there any easements being proposed due to the division of this property?

☐ Y ☒ N

9. RESERVED DIVISION RIGHTS PER STATUTE *See section 109(2) of statute & include data on deed

Indicate number of future divisions transferred from parent parcel to another parcel. 0

Exhibit

A



CITY OF PORTLAND

SPLIT & COMBINATION ATTACHMENT CHECKLIST

THE FOLLOWING ATTACHMENTS MUST BE INCLUDED WITH YOUR SPLIT/COMBINATION REQUEST!!

- ☐ Survey of parent parcel with dimensions and legal description
- ☐ Survey of proposed newly created child parcel(s) including dimensions, square footage, and legal description(s) AND any setback dimensions from existing improvements to new lot lines;
- ☐ Any existing or proposed easements;

The following additional attachments:

- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____

*Anthony Giuliani + Inez Leik want
to split Lot at 246 Quarterline St
in 1/2 - North 1/2 to Giuliani
South 1/2 to Inez Leik*

Owner's Signature

Inez Leik

Date:

8-2-13

Printed Name:

Inez Leik

Planning Commission recommendation and City Council approval are necessary before a request is approved. Upon approval, deeds with the approved legal descriptions must be filed with the Register of Deeds. Approval of a request does not imply that the resulting parcels comply with other ordinances or regulations.

Office Use Only

Date Recieved: _____

Planning Commission date: _____

Approved ☐

Not Approved ☐

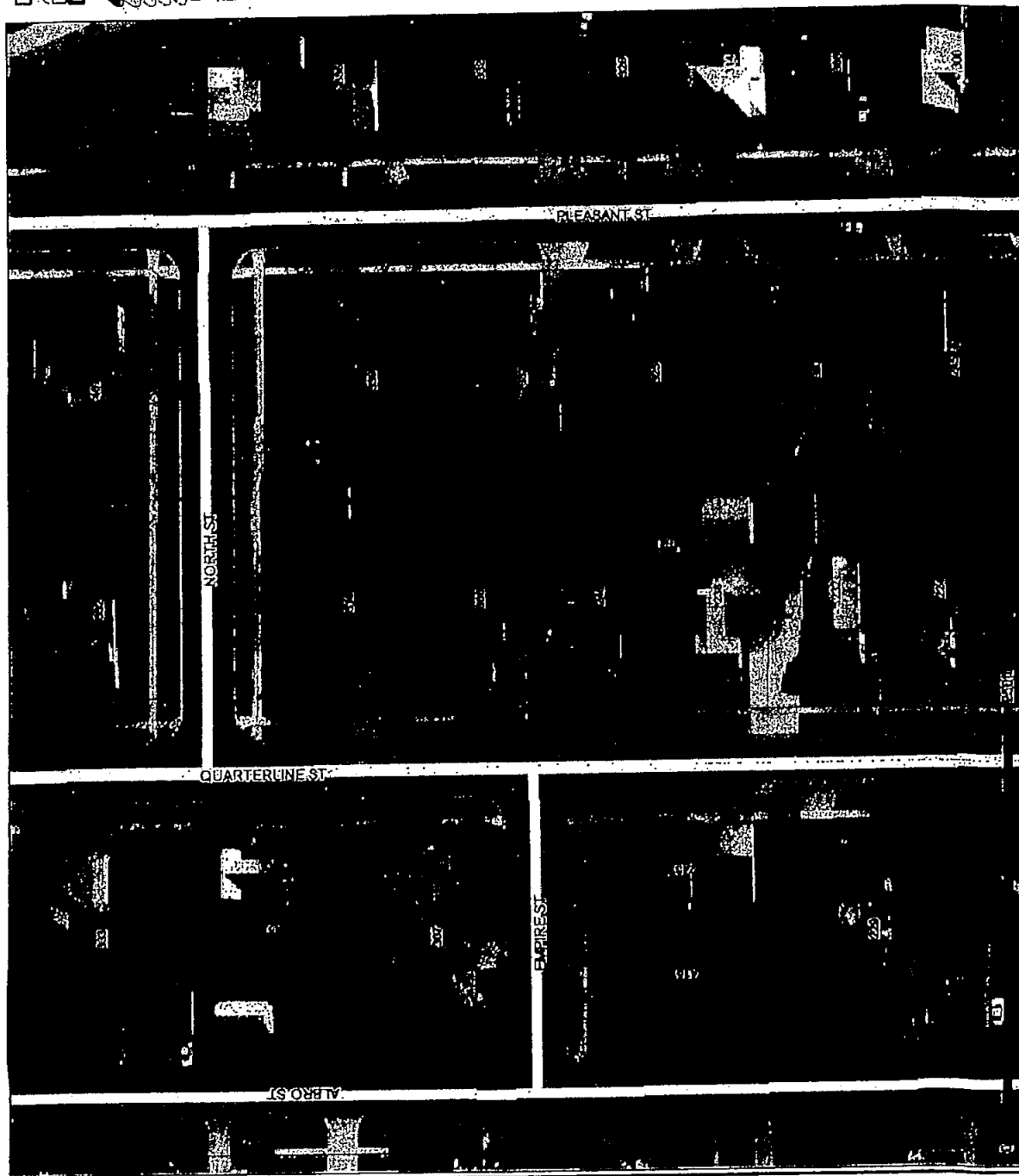
Council Meeting date: _____

Approved ☐

Not Approved ☐

Additional Comments: _____

- County Boundary
- Municipal Boundaries
- Sections
- Township Range
- Streets
- State Hwy
- Major Arterial
- Minor Arterial
- Driveway/Private
- Roads
- Lakes and Rivers
- Streams/Open Drains
- Parcels
- Lots



This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The user of this map acknowledges that the City/County shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City/County from any and all claims brought by the User, its employees or agents, or third parties which arise out of the User's access or use of data provided. Map Created: 8/5/2013

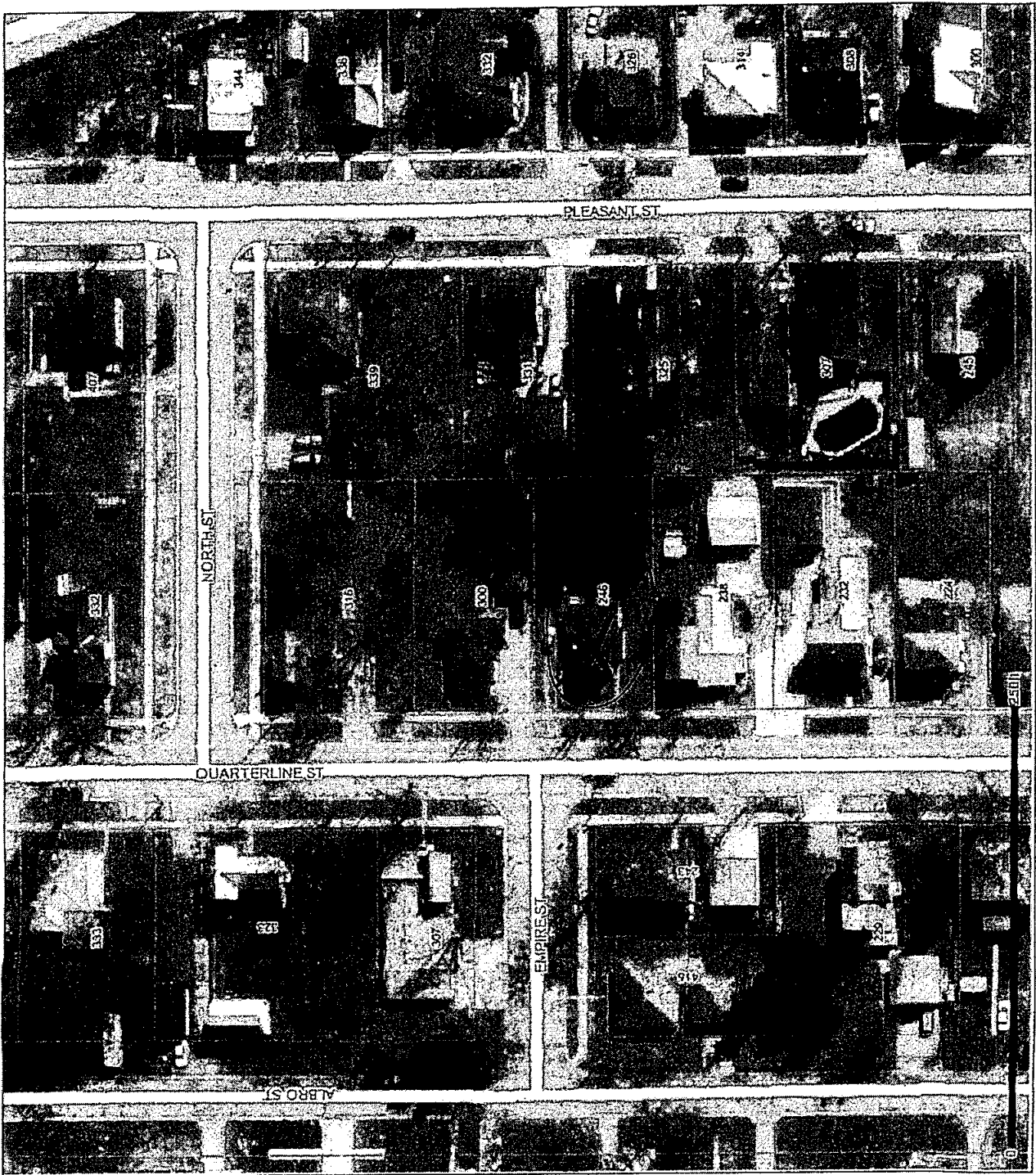
Tom Dempsey

From: Erik L. Litts <cityassessor@portland-michigan.org>
Sent: Friday, August 02, 2013 2:28 PM
To: 'Tom Dempsey'
Subject: Split Request for 246 Quarterline

The split request for 246 Quarterline is a split of a single, standard size platted lot the "SUP. LINEBAUGHS ADDITION". The owner wishes to split the lot down the middle with the intention of adding the land to the adjacent parcels. Given the simple rectangular shape of the parent parcel, developing legal descriptions for the children parcels will not be any burden. As such, I do not require a survey to process the split should it be approved.

Erik L. Litts

- County Boundary
- Municipal Boundaries
- Sections
- Township Range
- Streets
- State Hwy
- Major Arterial
- Minor Arterial
- Driveway/Private
- Roads
- Lakes and Rivers
- Streams/Open Drainage
- Parcels
- Lots



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PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-71

**A RESOLUTION APPROVING THE PURCHASE OF A USED STREET SWEEPER AND
SCRAPPING THE EXISTING UNITS**

WHEREAS, the City's own two older street sweepers one of which is obsolete and the other which is not functioning and has been used as a parts vehicle; and

WHEREAS, City staff has been looking to purchase a used street sweeper to replace the existing units because the cost of a new street sweeper exceeds \$200,000; and

WHEREAS, Frederickson Supply out of Grand Rapids (the company that sold the City the used vactor truck in 2012) has rebuilt a 1999 Tyco Street sweeper that was traded in on a new unit by the Village of Manchester; and

WHEREAS, the City has demonstrated the 1999 Tymco and negotiated a sale price of \$47,000 for the unit, a copy of the Quote and a description of sweeper is attached as Exhibit A; and

WHEREAS, an internet search found three similar units that had more miles and hours on them and were for sale out of state at prices that ranged from \$43,500 to \$132,500, copies of those offerings are attached as Exhibit B; and

WHEREAS, City staff recommends that Council approve purchasing the used Street Sweeper from Frederickson Supply for \$47,000 and scrapping the existing units at Portland Iron and Metal for an estimated value of \$3,000.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves purchasing the Tymco 600 Street Sweeper described on the attached Exhibit A for a sum not to exceed \$47,000.
2. The City Council approves scrapping the existing street sweepers at Portland Iron and Metal for approximately \$3,000.
3. 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: September 3, 2013

Monique I. Miller, City Clerk

FREDRICKSON SUPPLY, LLC
3705 LINDEN AVENUE S.E.
WYOMING, MI 49548



QUOTE

DATE	QUOTE #
8/27/2013	1708

CUSTOMER:

CITY OF PORTLAND
259 KENT STREET
PORTLAND, MI 48875-1495

SHIP TO:

CITY OF PORTLAND
600 MORSE DRIVE
PORTLAND, MI 48875

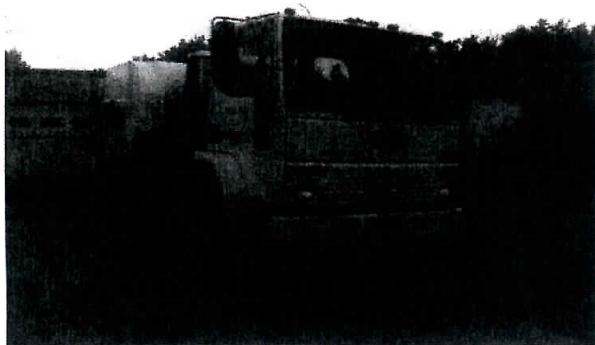
		P.O. No.		Terms	Rep
				C.O.D.	TODD
ITEM	DESCRIPTION	QTY.	U/M	PRICE	LOC... QUOTE TOTAL
9903SNM628...	1999 TYMCO 600BAH SWEEPER BODY S/N: 9903SNM62846BAH MOUNTED ON: 1999 FREIGHTLINER CHASSIS VIN NO: 1FV67FAA1HA42387 HOURS: 2,108 MILEAGE:16,779 Sales Tax	1		47,000.00	47,000.00
				0.00%	0.00

Thank you for your business.

Phone: 616.949.2385
Fax: 616.949.2290

QUOTE TOTAL \$47,000.00

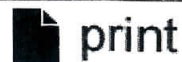
Exhibit
A

1999 Tymo TYMCO 600 BAH**Fredrickson Supply****3705 Linden Avenue****Wyoming, MI 49548****888-713-7024****www.fredricksonsupply.com****TYMCO 600BAH**

Sweeper mounted on a 1999 FC70/Freightliner Sweeper Options: -Automatic Shutdown System
 -Hi/Low Pressure Washdown -Rubber lined blower -7' nozzle extension w/ brackets -Hopper drain
 -Gutter broom tilt adjuster -Abrasion protection pack -Hopper deluge system -High output water
 system -Aux hand hose w/ hyd boom -Broom assist pick-up head -Air purge system -J Deere 4045T
 Turbo -Auto sweep interrupt -Serrated ring

GENERAL INFORMATION

Price	Request Quote
Color	White
Serial #	846BAH
Miles/Hours	16681
OTHER	
Duty	Heavy

Customer Date Price \$ Salesperson Signature Comments

Legal Notice: Manufacturer Name, Logo and Model Information are Registered Trademarks of the Manufacturer. Specifications and other information are subject to change without notice. No representation of accuracy is made. Image is believed to be in the public domain or used with permission.

*Price, if shown, does not include government fees, taxes, dealer freight/preparation, dealer document preparation charges or any finance charges (if applicable). Final actual sales price will vary depending on options or accessories selected.

NOTE: Models with a price of "Request a Quote" are always included in a \$0 search, regardless of actual value.



Printed on Aug-28-2013

Courtesy
EquipmentTraderOnline.com™




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[Email This](#)
[Financial Calculator](#)
[Add To Watch List](#)
[Print This](#)

1999 TYMCO 600



Equipment Specifications

Year	1999
Manufacturer	TYMCO
Model	600
Price	\$43,900 USD
Location	Sacramento, California
Condition	Used
Stock Number	12145
Hours	5,764

General Information

CNG Cabover Street Sweeper, 5,764 Sweeping Hours, Cummins, 7.3YD Hopper, Ex-City Unit!

Detailed Description

1999 Tymco 600 Regenerative Air Sweeper, GM CNG Aux. Engine, 5,764 Sweeping Hours, 7.3 YD Hopper, 142" Sweeping Path, 2 Gutter Brooms, Very Clean Hopper, NO RUST!

Mounted on a 1999 Freightliner FC-70, Cummins ISB 5.9L CNG Engine, Allison AT545 Auto Transmission, 62,178 Miles, Dual Drive, Air Brakes, 3,600 PSI CNG System, A/C, Cruise Control, Safety Siren.

Ex-City Unit!

Say you saw this 1999 TYMCO 600 On MachineryTrader.com!

[Send Truck Site A Message](#)

Contact:

[Truck Site](#)

Machine is located in:

Sacramento, California

Phone: (888)238-1922

Exhibit

B

Equipment Trader

www.equipmenttraderonline.com®

Ad Listing ID: 110454559

1999 TYMCO 600BAH

\$43,500.00

SELLER INFORMATION

Truck Site
575 Display Way
Sacramento, CA 95838



- Toll Free: (877) 426-6757
- <http://www.trucksite.com>

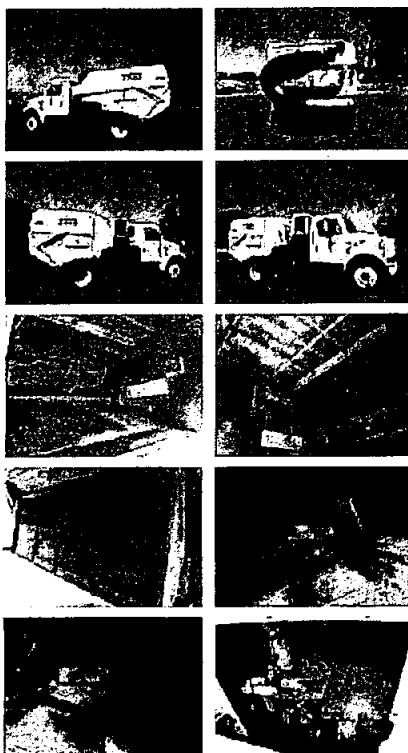


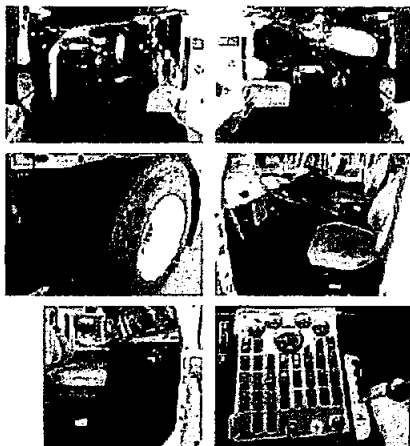
VEHICLE DETAILS

Year: 1999
Make: TYMCO
Model: 600BAH
Location: Sacramento, CA
Type: GROUNDS CARE
Hours: 3043

SELLER DESCRIPTION

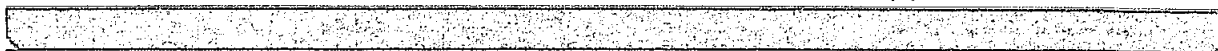
1999 TYMCO 600BAH Used Tymco Sweeper, ONLY 33K Miles, 7.3L Diesel, Auto, Ex-City Unit!, 1999 Tymco 600 BAH Regenerative Air Sweeper, John Deere 4.5L Aux. Engine (80HP), 3,043 Sweeping Hours, 7.3 YD Hopper, Broom Assist Head, 2 Gutter Brooms, Aux. Hand Hose, Very Clean Hopper, NO RUST! Mounted on a 1999 International 4700, 7.3L Diesel (175HP), Allison AT545 Auto Trans., 33,505 Miles, Dual Drive, A/C, Cruise Control. Ex-City Unit!





Printed on Aug-27-2013

Courtesy
EquipmentTraderOnline.com™



2003 TYMCO 600**Equipment Specifications**

Year	2003
Manufacturer	TYMCO
Model	600
Price	US \$132,500
Location	Mars, Pennsylvania
Condition	Used

General Information

Freightliner w/Cat engine, Rebuild JD Auxiliary Engine. OBO

Detailed Description

Refurbished 2003 TYMCO 600
Freightliner w/Cat engine, Rebuild John Deere auxiliary engine, Refurbished hopper new blower, Genuine TYMCO parts

Contact:
Golden Equipment Co Inc
Dave Johnston
Machine is located in:
Mars, Pennsylvania
Phone: (724)591-0077

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-72

**APPROVING A FORBEARANCE AGREEMENT FOR MOBILE HOME
INSTALLATION AND REMOVAL AT 926 HILL STREET**

WHEREAS, Lansing Mobile Homes LP has requested permission to install a 22 year-old mobile home at Sunset View Mobile Home Park in the City of Portland; and

WHEREAS, the City of Portland has requested that Lansing Mobile Homes LP remove three dilapidated mobile homes from Sunset View Mobile Home Park in the City of Portland; and

WHEREAS, City staff has negotiated an agreement to permit the installation of the 22 year-old mobile home in exchange for an agreement to maintain it and remove the three dilapidated mobile homes from Sunset View Mobile Home Park, a copy of the agreement is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the agreement, a copy of which is attached as Exhibit A, to permit the installation of the 22 year-old mobile home in exchange for an agreement to maintain it and remove the three dilapidated mobile homes from Sunset View Mobile Home Park.
2. 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: September 3, 2013

Monique I. Miller, City Clerk

**FORBEARANCE AGREEMENT
FOR MOBILE HOME INSTALLATION AND REMOVAL AT 926 HILL STREET**

THIS AGREEMENT is made as of _____, 2013, between THE CITY OF PORTLAND, a Michigan municipal corporation, the address of which is 259 Kent Street, Portland, Michigan 48875, Attn: City Manager (the City), and Lansing Mobile Homes LP, a Michigan Limited Partnership whose address is 3000 Towne Center Street, Suite 540, Southfield, Michigan 48075, (the Property Owner).

RECITALS

A. The Property Owner owns a mobile home park located at 926 Hill Street, Portland, Michigan 48875, which is more legally described in the attached Exhibit A, which is incorporated by reference (the "Property").

B. The Property Owner desires to install a 22 year-old mobile home at the Property, pictures of which are attached as Exhibit B.

C. The City's has historically not allowed units older than 15 years to be installed in mobile home parks within the City.

D. The City has requested that the Property Owner remove 3 vacant units (Unit 5, Unit 25, and Unit 26) on the Property which have deteriorated to the point that they are uninhabitable. Pictures of these units are attached as Exhibit C.

NOW THEREFORE, in exchange for the consideration in and referred to by this Agreement, the parties agree as follows:

1. **FOREBEARANCE.** The City will allow the installation of the 22 year-old mobile home depicted in Exhibit B on lot 8 on the Property and will postpone commencing a code enforcement action to condemn the three units shown on the attached Exhibit C and the Property Owner agrees to remove these three units from the Property within 90 days of the date of this agreement. In addition Property owner agrees to remove at least one of the units shown in the attached Exhibit C before installing the 22 year-old mobile home depicted in Exhibit B.

2. **INSTALLATION AND MAINTENANCE.** The Property Owner will, without cost to the City, be allowed to install the 22 year-old mobile home in accordance with applicable City ordinances, state and federal laws. The Property Owner will obtain all permits and approvals necessary for such installation. After such installation the Property Owner will also, without cost to the City, maintain and repair the 22 year-old mobile home as reasonably necessary to comply with applicable laws, rules, regulations, good practices, and to reasonably ensure its proper function, safety and general appearance.

3. **REMEDIES.** If the Property Owner fails to remove any of the mobile homes shown on the attached Exhibit C within the time frames specified in this Agreement, Property owner consents to the City paying to have the remaining mobile homes removed. Property Owner also agrees that the payment of any amounts to remove the remaining mobile homes by the City under this Agreement plus a 10% penalty will become immediately due and payable by the Property Owner. In any action brought pursuant to or to enforce this Agreement the prevailing party shall, in addition to any other amounts or remedies, be entitled to recover its actual costs, including, without limitation, actual reasonable attorney's fees incurred to bring, maintain or defend the action.

Exhibit

A

4. **LIEN.** Property Owner agrees that any amount due and owing he City under Paragraph 3 above constitute a lien upon the Property which has the same effect, has the same priority and may be collected in the same manner as any special assessment levied against the Property, the lien being imposed in lieu of a special assessment. The amount due under Paragraph 3 above shall be entirely due and payable upon the sale or any conveyance of the Property.

5. **ASSIGNMENT OR USE BY OTHERS PROHIBITED.** The Property Owner may not assign this Agreement or its rights, privileges, duties or obligations under this Agreement without the City's prior written consent.

6. **INDEMNIFICATION.** During the installation and removal of the mobile home units in accordance with this Agreement, the Property Owner shall hold the City (defined for purposes of this paragraph to include the City's officers and employees) harmless from, indemnify it for and defend it (with legal counsel reasonably acceptable to the City) against any demand, claim, judgment, award, legal proceeding or loss of any kind arising from such installation or removal.

7. **MISCELLANEOUS.**

(a) This Agreement is written pursuant to the laws of the State of Michigan. To the extent permitted by law, jurisdiction and venue pertaining to any action arising from or pursuant to this Agreement shall be with the state courts in Ionia County, Michigan. This is the entire agreement between the parties regarding its subject matter. There are no prior or contemporaneous agreements. This Agreement may not be modified or amended except in writing, signed by all parties and it shall not be affected by any course of dealing. The captions are for reference only and shall not affect interpretation. However, the Recitals are an integral part of this Agreement.

(b) Nothing contained within this Agreement shall be construed to relieve the Property Owner of the duties and obligations imposed under City or county ordinances or state or federal laws.

IN WITNESS WHEREOF the parties have caused this instrument to be signed as of the date first written above.

WITNESS:

THE CITY OF PORTLAND

Mayor

City Clerk

WITNESS:

PROPERTY OWNER (S)

State of Michigan)

) ss.

County of Ionia)

The foregoing *Forbearance Agreement For Mobile Home Installation And Removal At 926 Hill Street* was acknowledged by _____ before me on this ____ day of _____, 2013.

Notary Public

My commission expires: _____

EXHIBIT A

Parcel Identification:

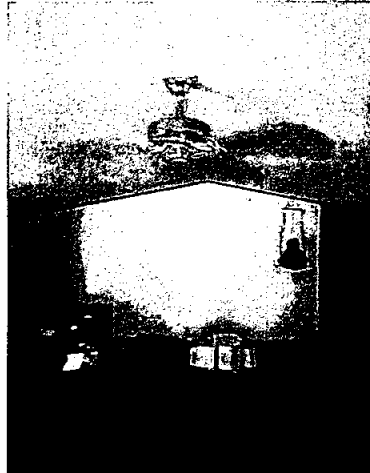
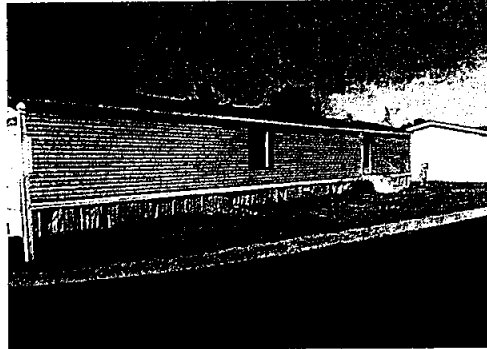
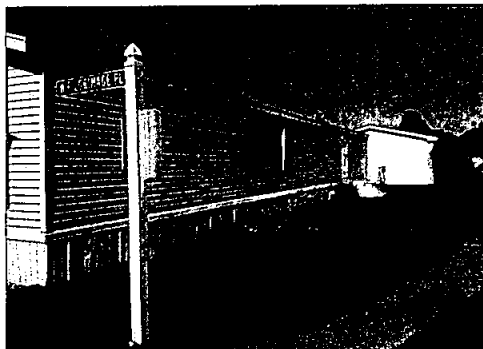
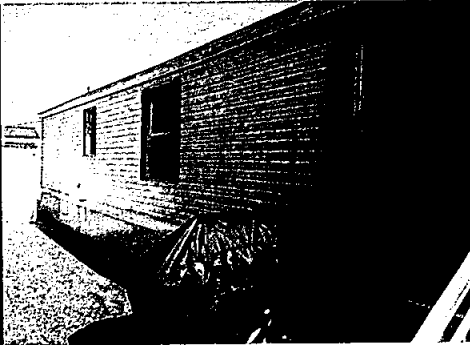
Parcel Number: 300-034-000-425-00

Property Address: 926 Hill Street, Portland, Michigan, 48875

Tax Description:

CITY OF PORTLAND:::PART OF SE1/4 SEC. 33 T6N R5W. COM AT PT ON E LI OF SEC 33 S 00 D 10' 30" E 329.09 FT. ALG E LI OF SEC. 33 TO N ROW LI OF T96. TH: N 84 D 24' 30" W 827.41 FT. ALG SD N ROW LI. TH: N 01 D 15' 57" E 304.58 FT. TH: S 56 D 18' 53" E 13.34 FT. TH: S 87 D 11' 34" E 116.22 FT. TH: N 34 D 02' 24" E 144.29 TO TO SLY LI HILL ST. TH: S 56 D 18' 53" E 259.00 FT. ALG SLY LI HILL ST. TO ITS INTERSECTION WITH THE ELY LI VESSEY ST. TH: S 87 D 14' 47" E 392.72 FT. TO THE POINT OF BEGINNING. CONTAINS 6.58 AC M/L.

EXHIBIT B



7

EXHIBIT C



UNIT 5



UNIT 25



UNIT 26

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-73

**A RESOLUTION APPROVING FLEIS & VANDENBRINK'S PROPOSAL FOR
ENGINEERING SERVICES ASSOCIATED WITH THE PREPARATION OF A
STORMWATER ASSET MANAGEMENT AND WASTEWATER (SAW) GRANT
APPLICATION THROUGH THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL
QUALITY**

WHEREAS, the City has been working with Fleis and VandenBrink to develop a grant application for the Michigan Department of Environmental Quality (MDEQ) Stormwater Asset Management and Wastewater (SAW) program that is due out in October of this year; and

WHEREAS, Fleis and VandenBrink (F&V) has provided a proposal to assist the City in preparing a SAW grant application that would cover 90% of the costs of developing a storm water and wastewater asset management plan, including the cost of the grant application, a copy of that proposal is attached as Exhibit A;

WHEREAS, under the terms of the proposal attached as Exhibit A, F&V would only invoice the City if the application resulted in the City receiving the SAW grant;

WHEREAS, F&V Engineer Paul Galdes sent an email, a copy of which is attached as Exhibit B, which states, the City's portion for the grant application should not exceed \$1,500.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves Fleis & VandenBrink's proposal to assist the City in preparing a SAW grant application that would cover 90% of the costs of developing a storm water and wastewater asset management plan, including the cost of the grant application, a copy of that proposal is attached as Exhibit A
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: September 3, 2013

Monique I. Miller, City Clerk



FLEIS & VANDENBRINK

ENGINEERING, INC.

Offices in Michigan and Indiana

August 7, 2013

Mr. Thomas Dempsey, Manager
City of Portland
259 Kent Street
Portland, MI 48875-1495

RE: Proposal for Assistance with the SAW Grant Program

Dear Thomas:

We appreciate the time spent with you and the wastewater staff to review your storm sewer system and your wastewater system. We prepared this proposal to assist you on the Michigan Department of Environmental Quality (MDEQ) Stormwater Asset Management and Wastewater (SAW) Program. This grant program offers a rare opportunity for significant grant funding for the planning and design of stormwater and wastewater systems. The grant provides for 100% grant and a \$500,000 construction grant provided your community meets the final disadvantaged community language. If you are not classified as a disadvantaged community, the grant will be 90% with only a 10% match for Asset Management and Design Activities. We understand that local force account work directly related to the Asset Management Plan, Mapping and Data Collection will be eligible to count towards the 10% local match.

The SAW Grant will fund Asset Management Plans. An Asset Management Plan provides a strategy and planning tool for managing your infrastructure. The overall goal is to get the most value out of your infrastructure while providing the expected level of service. Everyone wants to have a good plan to extend the life of their multi-million dollar infrastructure investments – now you only have to pay 10% of the effort to get the Asset Management Plan completed or updated – or - now the MDEQ is providing a way to completely fund this effort for your community. We also understand that communities with 1.0 mgd wastewater systems will be required to complete Asset Management Plans in their next permit cycle with the requirements for smaller wastewater systems to follow. It is anticipated that all NPDES permit renewals will require a current Asset Management Plan in the future.

The application package to obtain the SAW Grant will detail the final requirements for the grant request. The MDEQ expects to make final applications available on October 1, 2013 and will award grants on a first come-first serve basis with the first round submittals due December 2, 2013.

We are recommending that some preliminary work and data gathering get started now in order for you to make decisions on what you want to apply for and allow time to be able to prepare a quality application quickly once they are available. The attached Work Plans for stormwater and sanitary sewer systems, as well as wastewater treatment facilities detail activities that we understand are currently grant eligible. F&V can review existing data and assist the City in developing a strategy for utilizing the SAW Grant Program to prepare a Stormwater Asset Management Plan and a Wastewater Asset Management Plan.

Once the City authorizes us to proceed, we will complete the data gathering as identified above over the next couple of months. We will work with you to refine the scope of work that will be included in the SAW Grant Program Application. As an example, it will take several meetings with you and your DPW staff to identify and develop the level of work you would like to pursue with the 90% grant money.

We propose to complete this work and your application with the understanding that F&V will complete the mapping services, Asset Management Plans, system evaluations and engineering work for the resulting projects. We anticipate that this preliminary engineering work will be grant eligible. Any preliminary activities completed by us that are outlined in this letter that are found not to be grant eligible, will not be billed to you by F&V. If you have us complete the application and are not awarded the grant throughout the duration of this program, you will not be invoiced from F&V for the preliminary services described in this letter.

We appreciate the opportunity to continue our working relationship with you and the City. If you need any additional information, please contact us. You can authorize us to work with you to prepare the grant application by signing and returning the enclosed Professional Services Agreement.

Sincerely,

FLEIS & VANDENBRINK ENGINEERING, INC.

Paul R. Galdes, PE
Project Manager

Preliminary Data Gathering for Stormwater System Asset Management Plan

Below are the eligible activities that could be included in your Stormwater Asset Management Plan. Below each eligible activity are items F&V would complete now to help you make decisions on what to pursue through the SAW Grant Program:

- 1) **Eligible Activity: Evaluate the condition of your storm sewer system or where you are lacking storm sewers and have drainage problems or structural problems, complete in-the-field evaluation of the storm sewer system and particularly problem areas, televising of storm sewers with structural problems. Evaluate capacities of the storm sewer system components - the existing storm sewer system capacities, stormwater storage basin capacities, drainage basin/district boundaries, storm water runoff calculations, drainage district characteristics, and design storm rainfall intensity.**
 - a) Review the identified significant drainage issues in the community.
 - b) Identify the level of field work required.
- 2) **Eligible Activity: Scanning and creating a digital backup of your existing storm sewer construction drawings and tie into GIS linked mapping for easy retrieval**
 - a) Evaluate how the City has archived record drawings and whether the drawings were scanned and/or tied to a GIS System.
- 3) **Eligible Activity: Updating of Storm Sewer Mapping**
 - a) Evaluate your existing stormwater mapping - is it complete? - what needs to be done?
 - b) Obtain copies of Current Storm Sewer Mapping, Storm Sewer Master Plans, Capital Improvement Plans.
- 4) **Eligible Activity: Develop or update GIS mapping of your storm sewer system, obtain GIS location of manholes and catch basins and other facilities/structures and link to GIS map, purchase GIS software, and GIS training to the City Staff**
 - a) Evaluate status of prior GIS activities completed by the City. Review layering and information completed and yet to be completed.
 - b) Evaluate whether the City would like to pursue a GIS system, the level of GIS detail desired, and what role the City will have in future updating and maintenance of the system.
 - c) Review current GIS base map, ROW lines, property lines, parcel numbers, and building addresses. Review information available on pipe material, diameter, age, length, condition, flow direction, pipe inverts, manhole/catch basin numbering, age and condition history.
 - d) Review to what extent existing manhole/catch basin GPS coordinates and invert and rim elevations have been obtained.
 - e) Review recent televising records of the storm sewer system.
- 5) **Eligible Activity: Develop report that updates the storm sewer master plan to summarize the work completed and recommendations, prepare a Capital Improvements Plan for any recommended short and long term improvements including preliminary budgeting, Implementation Planning, and summarize funding available.**



Preliminary Data Gathering for Wastewater System Asset Management Plan

Below are the eligible activities that could be included in your Wastewater Asset Management Plan. Below each eligible activity are items F&V would complete now to help you make decisions on what to pursue through the SAW Grant Program.

- 1) Eligible Activity: Evaluate the condition of your sanitary sewer system – identify where you have back-up problems, structural problems, high flows from infiltration/inflow, and odor and corrosion issues. Identify follow-up studies to complete the evaluation of the sanitary system including Infiltration/Inflow studies, flow metering, mass flow monitoring, smoke testing, dye testing. Evaluate the gravity sewer and lift station capacities, evaluate amount of infiltration/inflow that could be cost-effectively reduced, and develop hydraulic models of the sanitary sewer trunk system.**
 - a) Review the level of problems with back-ups, high infiltration/inflow problems, age of system, seasonal problems, and rainfall events.
 - b) Identify the initial level of field work required.
- 2) Eligible Activity: Evaluate the condition and capacities of your wastewater treatment plant – complete on-site reviews to evaluate condition and functionality of each treatment unit, all buildings and structures, hydraulic capacities to identify any future bottlenecks, and treatment capacities.**
 - a) Identify any issues at the plant such as hydraulic or treatment capacity of individual process units, bottlenecks, permit violations or potential future permit conditions. Obtain current discharge permit.
 - b) Identify the initial level of field work required.
- 3) Eligible Activity: Updating of Sanitary Sewer Maps**
 - a) Evaluate your existing sanitary sewer mapping - is it complete? – what needs to be done?
 - b) Obtain copies of Current Sewer System Mapping; Sewer Master Plans; Capital Improvement Plans; prior studies of the sewer system, lift stations or wastewater treatment plant.
- 4) Eligible Activity: Develop or update GIS mapping of your sanitary sewer system, obtain GIS location of manholes, lift stations, and other facilities/structures and link to GIS map, purchase GIS software, and GIS training to the City Staff**
 - a) Evaluate status of prior GIS activities completed by the City. Review layering and information completed and yet to be completed.
 - b) Evaluate whether the City would like to pursue a GIS system, the level of GIS detail desired, and what role the City will have in future updating and maintenance of the system.
 - c) Review GIS base map, ROW lines, property lines, parcel numbers, and building addresses.
 - d) Review information on pipe material, diameter, age, length, condition, flow direction, pipe inverts, manhole/catch basin numbering, age, and condition history.
 - e) Review to what extent existing manhole/lift station GPS coordinates, inverts and rim elevations have been obtained.
 - f) Review recent sewer televising records of the sanitary sewer system.
- 5) Eligible Activity: Scanning and creating a digital backup of your sanitary sewer construction drawings and tie into GIS linked mapping for easy retrieval**
 - a) Evaluate how the City has archived record drawings and whether the drawings were scanned and/or tied to a GIS System.

Sanitary Sewer & WWTF Eligible Items



2013 MDEQ SAW Grant

- 6) Eligible Activity: Develop reports that may include updates of the sanitary sewer master plan, wastewater treatment plant master plan. Prepare a Capital Improvements Plan for any recommended short and long term improvements including preliminary budgeting, Implementation Planning, and summary of funding available.

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, by and between the **City of Portland, 259 Kent Street, Portland, Michigan 48875** referred to as CLIENT, and **Fleis & VandenBrink Engineering, Inc., of 2960 Lucerne Drive SE, Grand Rapids, Michigan 49546**, referred to as ENGINEER.

WITNESSETH:

SCOPE OF SERVICES. The CLIENT hereby contracts with ENGINEER to perform the following described professional services, hereinafter referred to as the Scope of Services, with regard to the CLIENT's Project as described or as referred to herein: **SAW Grant application assistance as outlined in the August 7, 2013 proposal letter.**

ENGINEER'S COMPENSATION. Engineer shall be paid for all services rendered on the following basis: This contract is a time and material contract as noted within the Engineer's proposal / letter, with invoicing held until grant award.

Authorized additional services will be provided on an hourly basis plus 1.1 times reimbursable expenses unless otherwise negotiated.

Client shall pay Engineer for all Services and reimbursable expenses once the Client is awarded the SAW grant by the MDEQ. After the award of grant, the Client shall pay Engineer for services rendered to date and on a monthly basis thereafter.

PAYMENT. ENGINEER shall bill for services rendered and reimbursable costs incurred on a monthly basis. Each invoice shall be due and payable within thirty (30) days of the presentation of the invoice. ENGINEER may after written notice to CLIENT, suspend performance of services until all past due amounts are paid.

CLIENT'S REPRESENTATIVE. The CLIENT has designated the **City Manager** to be the official Representative of the CLIENT. As such, the Representative shall be responsible for the execution of any document pertaining to this Agreement or any amendment thereto, and for the approval of all additional services to be performed by ENGINEER.

TERMS AND CONDITIONS. ENGINEER's Terms and Conditions of contract, as printed on the reverse side hereof, shall apply to all work performed by ENGINEER pursuant to this Agreement unless otherwise specifically agreed in writing.

ADDITIONAL PROVISIONS. The CLIENT and ENGINEER mutually agree that this Agreement shall be further governed by the additional provisions indicated below and attached hereto, and that such Additional Provisions, together with the Terms and Conditions printed on the reverse side or attached hereof represent the entire Agreement between the CLIENT and ENGINEER.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement.

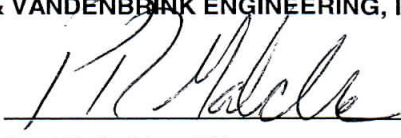
CLIENT: CITY OF PORTLAND

By: _____

Thomas J. Dempsey

Title: City Manager

FLEIS & VANDENBRINK ENGINEERING, INC.

By:  _____

Paul R. Galdes, PE

Title: Vice President

TERMS AND CONDITIONS

1. **GOVERNING LAW.** This Agreement shall be deemed to have been made in Ionia County, Michigan, and shall be governed by, and construed in accordance with the laws of the State of Michigan.
2. **PERFORMANCE.** ENGINEER shall exercise due care in performing professional services. ENGINEER makes no warranty, expressed or implied with respect to any services performed hereunder. ENGINEER shall not be liable for any claim, damage, cost or expense (including attorney fees) or other liability or loss not directly and solely caused by the negligent acts, errors or omissions of ENGINEER. In no event shall ENGINEER be liable for any incidental or consequential loss or damage to CLIENT in connection with performance of services hereunder.
3. **ENGINEER's LIMIT OF LIABILITY.** Unless otherwise specifically agreed to in writing, the total liability, in the aggregate, of ENGINEER and ENGINEER's officers, directors, employees, agents and ENGINEER's Consultants, and any of them, to OWNER and anyone claiming by, through or under OWNER, for any and all claims, losses, costs or damages whatsoever arising out of, resulting from or in any way related to the Project or the Agreement from any cause of causes, including but not limited to the negligence, professional errors or omissions, strict liability or breach of contract or warranty express or implied of ENGINEER or ENGINEER's officers, directors, employees, agents or ENGINEER's Consultants or any of them, shall not exceed the total amount of insurance proceeds in response to CLIENT's claim. ENGINEER currently maintains a General Aggregate Liability policy in the amount of \$4.0 million dollars and a claims made insurance policy for Professional Errors and Omissions in the amount of \$2.0 million dollars.
4. **INDEMNITY.** CLIENT agrees to indemnify, protect and hold harmless ENGINEER from and against all liability, claims, demands, losses, damages, expenses and costs (including attorney fees), related in any way to ENGINEER's performance of services under this Agreement; provided, however, that CLIENT shall not be obligated to indemnify ENGINEER for any injury or damage caused directly and solely by the negligent acts, errors or omissions of ENGINEER.
5. **MEDIATION.** In an effort to resolve any dispute that arises under this Agreement, the CLIENT and ENGINEER agree to submit such dispute to nonbinding mediation. The mediator shall be chosen by mutual Agreement of the parties and shall have experience and knowledge in the subject matter of the dispute. The parties shall mutually agree upon the procedures applicable to the mediation. The cost and expenses of the mediator, if any, shall be shared equally by the parties.
6. **TERMINATION.** This agreement may be terminated by either party upon written notice. Written notice shall be delivered to the address of the party stated on page 1. In the event of termination, ENGINEER shall be paid up to the effective date of termination for all services rendered by it, and all drawings or other documents prepared by ENGINEER shall remain the property of ENGINEER and not be delivered to CLIENT until all moneys owed to ENGINEER by CLIENT (whether or not such moneys have then become due and payable) have been paid. ENGINEER assumes no liability for the use of drawings and other documents delivered to the CLIENT under this clause, unless otherwise specifically agreed to in writing.
7. **ADDITIONAL SERVICES.** Additional Services other than those rendered pursuant to any additional provisions attached hereto, or any subsequent modifications hereto, shall be authorized, in writing, by the CLIENT's Representative or by the CLIENT's governing body and by an officer of the ENGINEER. All additional services shall be performed by ENGINEER subject to these Terms and Conditions.
8. **SUBCONTRACTORS.** ENGINEER may engage subcontractors on behalf of CLIENT to perform portion of the services to be provided by ENGINEER hereunder.
9. **INSURANCE.** Upon request, ENGINEER will furnish CLIENT a written description of Insurance coverage then being maintained by ENGINEER which may be related to ENGINEER's performance of services thereunder. No oral representations regarding insurance shall be binding upon ENGINEER.
10. **COST ESTIMATES.** Since ENGINEER has no control over the cost of labor and materials or over competitive bidding and market conditions, any estimates of equipment, construction or operating costs will be made on the basis of Engineer's experience. ENGINEER does not warrant the accuracy of such estimates as compared to contractor's bids or actual costs incurred.
11. **SITE ACCESS.** Unless otherwise specifically agreed to in writing, CLIENT is solely responsible for obtaining any necessary permission from any affected third party property owners for use of their lands. CLIENT shall be solely responsible for any claims arising from the disturbance of surface or subsurface lands or waters caused by performance of any of ENGINEER's services, except for such damage as caused by the sole negligence of ENGINEER.
12. **UNDERGROUND STRUCTURES AND UTILITIES.** In the performance of its services, ENGINEER will take all reasonable care and precautions to avoid damage to underground structures and utilities. CLIENT agrees to indemnify, protect and hold harmless ENGINEER from and against all liability, claims, demands, losses, expenses and costs (including attorney fees) for and damage to or consequential loss from damage to any underground structures or utilities which are not called to ENGINEER's attention or which are not currently shown on plans furnished to ENGINEER except for such damage as caused by sole negligence of ENGINEER.
13. **SHOP DRAWINGS.** If shop drawing review is provided under this Agreement, ENGINEER will check and review samples, catalog data, schedules, shop drawings, laboratory, shop and mill tests of materials and equipment, and all other data which the contractor is required to submit, only for conformance with the design concept of the PROJECT and compliance with the information given by the construction Contract Documents.
14. **CONSTRUCTION PHASE SERVICES.** Unless specifically authorized to provide construction observation or construction management services, ENGINEER assumes no liability with regard to the compliance of construction to Contract Documents prepared by ENGINEER.
15. **FEDERAL/LOCAL RIGHT-TO-KNOW COMPLIANCE.** In compliance with the Federal Hazard Communication Standards and applicable local laws or ordinances, CLIENT shall provide ENGINEER with a list of hazardous substances in the work place to which ENGINEER employees or subcontractors may be exposed to while executing this Agreement. In addition, the CLIENT shall provide a listing of protective measures in case exposure occurs.

Tom Dempsey

From: Paul Galdes <pgaldes@fveng.com>
Sent: Tuesday, August 27, 2013 4:04 PM
To: Tom Dempsey (citymanager@portland-michigan.org)
Subject: SAW Grant Application

Tom,
As discussed, our proposal for preparing the SAW Grant Application did not include a specific budget for our fees to complete the application. The reason being that the actual applications will not be available until October. DEQ has issued a draft application that we have based some preliminary budgeting on. Based on this, assuming we are successful in obtaining a grant for the City, the City's portion for the grant application should not exceed \$1,500. If we see that change when the applications become available, we will notify you of any change.

Paul

Paul R. Galdes, PE
Vice President of Operations

FLEIS & VANDENBRINK ENGINEERING, INC.
2960 Lucerne Drive SE | Grand Rapids | MI | 49546
p: 616.977.1000 | c: 616.299.0329 | f: 616.977.1005
www.fveng.com

Exhibit
B

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-74

**A RESOLUTION APPROVING, AUTHORIZING AND DIRECTING THE MAYOR
AND CITY CLERK TO SIGN THE JOINT FUNDING AGREEMENT FOR THE
OPERATION OF A STREAMGAGING STATION**

WHEREAS, the City operates a hydroelectric plant which is licensed by the Federal Energy Regulatory Commission (FERC); and

WHEREAS, the City's FERC license requires it to jointly fund the operation of a streamgaging station on the Grand River at Portland, Michigan with the U.S. Geological Survey, U.S. Department of the Interior; and

WHEREAS, the Center Director of the U.S. Geological Survey, U.S. Department of the Interior; has sent a new joint funding agreement for the period of October 1, 2013 through September 30, 2014, a copy which is attached as Exhibit A (the "Agreement"); and

WHEREAS, the City paid \$7,750 to maintain the streamgaging station from October 1, 2009 until September 30, 2010 and \$7,850 per year to maintain the streamgaging station from October 1, 2010 until September 30, 2013; and

WHEREAS, the new agreement provides that the City will be billed the same \$7,850 for the period of October 1, 2013 through September 30, 2014.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves, authorizes and directs the Mayor and City Clerk to sign the joint funding agreement for the operation of the streamgaging station, a copy of which is attached as Exhibit A.
2. 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: September 3, 2013

Monique I. Miller, City Clerk



United States Department of the Interior

U.S. GEOLOGICAL SURVEY

Michigan Water Science Center
6520 Mercantile Way, Suite 5
Lansing, MI 48911

August 12, 2013

Mr. Mike Hyland
City of Portland
259 Kent Street
Portland, MI 48875

Dear Mr. Hyland:

Enclosed are two originals of the Joint Funding Agreement (JFA) No. 14EMNH0000012 between the City of Portland and the U.S. Geological Survey (USGS) for the continuation of our program to provide shared operation of the streamgaging station on the Grand River at Portland, Michigan (station number 04114000). The \$7,850 contributed by the City of Portland covers one-half of this program for the agreement period of October 1, 2013 to September 30, 2014.

Work performed with funds from this agreement will be conducted on a fixed-cost basis. Your office will be billed annually in accordance with the JFA. Bills will be system generated in July, 2014. The results of all work under this agreement will be available for publication by the U.S. Geological Survey.

Please sign both originals; return one signed original to our office, and retain the other for your files. Work cannot continue beyond September 30, 2013, until we receive the signed JFA. If you have any questions, please contact me at (517) 887-8906 or Thomas Weaver at (517) 887-8923. Administrative questions should be directed to Barbara McKenzie at (517) 887-8932 or bmckenzie@usgs.gov. We look forward to continuing our successful relationship.

Sincerely,

James R. Morris
Center Director

2 Enclosures

cc: Thomas Weaver
Customer file

Exhibit

A

U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement

Customer #	6000001519
Agreement #	14EMNH0000012
WBS #	GC.14.NH00.00100.00
TIN #	36-6007243
Fixed Cost	☒ Yes ☐ No

For
WATER RESOURCES INVESTIGATIONS

THIS AGREEMENT is entered into as of the 1st day of **October, 2013** by the U.S. GEOLOGICAL SURVEY, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the **City of Portland, Michigan**, party of the second part.

1. The parties hereto agree that subject to availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation **shared operation of the streamgaging station on the Grand River at Portland, Michigan (station number 04114000)**, herein called the program. The USGS legal authority: 43 USC 36C; 43 USC 50; and 43 USC 50b.
2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) includes In-Kind Services in the amount of \$ 0.
 - (a) **\$0.00** by the party of the first part during the period
October 1, 2013 to September 30, 2014
 - (b) **\$7,850.00** by the party of the second part during the period
October 1, 2013 to September 30, 2014

During the course of this jointly planned activity and partnership, USGS may provide unpublished USGS data or information to your office for scientific peer and (or) courtesy review. Guidance concerning USGS's non-disclosure policy will be provided with any review material and is further explained in USGS Fundamental Science Practices. In accepting the unpublished data or information, your agency agrees to be bound by the USGS non-disclosure policy for unpublished USGS work products. Please ensure that these materials are held in strict confidence while under review and prior to publication. Please do not disclose or release any results or conclusions (in any form), or make any public statements regarding the science before it has been approved and released by the USGS. The pre-publication information and reviews are considered deliberative and pre-decisional and are exempt from release through the Freedom of Information Act (FOIA) process. This non-disclosure policy arises from the USGS Fundamental Science Practices (FSP), which underlie USGS science activities, uphold the USGS's scientific reputation, and underscore its mandate to provide reliable science to address pressing societal issues.
 - (c) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties.
 - (d) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.
3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.
4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.
5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.
6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner,

either party may terminate this agreement upon 60 days written notice to the other party.

7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.
8. The maps, records, or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records, or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program and, if already published by the party of the first part shall, upon request, be furnished by the party of the first part, at costs, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records, or reports published by either party shall contain a statement of the cooperative relations between the parties.
9. USGS will issue billings utilizing Department of the Interior Bill for Collection (form DI-1040). Billing documents are to be rendered **annually**. Payments of bills are due within 60 days after the billing date. If not paid by the due date, interest will be charged at the current Treasury rate for each 30 day period, or portion thereof, that the payment is delayed beyond the due date. (31 USC 3717; Comptroller General File B-212222, August 23, 1983).

**U.S. GEOLOGICAL SURVEY
UNITED STATES
DEPARTMENT OF THE INTERIOR**

**City of Portland
6000001519**

Technical Point of Contact

Name: Thomas Weaver
Address: USGS, Michigan Water Science Center
6520 Mercantile Way, Suite 5
Lansing, MI 48911
Phone: 517-887-8923
Fax: 517-887-8937
E-mail: tlweaver@usgs.gov

Technical Point of Contact

Name: Mike Hyland
Address: 259 Kent Street
Portland, MI 48875
Phone: 517-647-7531
Fax: 517-647-2938
E-mail: mhyland@portland-michigan.org

Financial Point of Contact

Name: Barbara McKenzie
Address: 6520 Mercantile Way, Suite 5
Lansing, MI 48911
Phone: 517-887-8932
Fax: 517-887-8937
E-mail: bmckenzie@usgs.gov
TIN: 53-0196958; DUNS: 098012180

Financial Point of Contact

Name: Brenda Schrauben
Address: 259 Kent Street
P.O. Box 30050
Portland, MI 48875
Phone: 517-647-7531
Fax: 517-647-2938
E-mail: bschrauben@portland-michigan.org

Signatures

Signatures

By:  Date: 8/12/13
Name: James R. Morris
Title: Center Director
Michigan Science Center

By: _____ Date: _____
Name: _____
Title: _____

PORTLAND CITY COUNCIL

Ionia County, Michigan

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

RESOLUTION NO. 13-75

**A RESOLUTION APPROVING THE BOARD OF LIGHT AND POWER'S
RECOMMENDATION TO PURCHASE SWITCHGEAR FOR A COST NOT TO EXCEED \$7196**

WHEREAS, the Electric Superintendent is obtaining quotes for switchgear to connect the Divine Highway and Maynard Road circuits; and

WHEREAS, the Electric Superintendent has obtained the first of three quotes for the needed switchgear and is asking for authorization to make the purchase from the low bidder after obtaining two additional quotes; and

WHEREAS, the first quote is from Federal Pacific in the amount of \$7196 for the switchgear and box pad, a copy of the quote is attached as Exhibit A ; and

WHEREAS; The Board of Light and Power met on August 27, 2013 and approved a recommendation that Council approve the purchase of the needed Switchgear from the low bidder at a cost not to exceed Federal Pacific's quote of \$7,196.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Board of Light and Power's recommendation that Council approve the purchase of the needed switchgear from the low bidder at a cost not to exceed Federal Pacific's quote of \$7,196.
2. 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: September 3, 2013

Monique I. Miller, City Clerk



Steven Mueller, Sales & Application Engineer
P.O. Box 8200 • Bristol, VA 24203-8200
(276) 645-8261 • FAX (276) 645-8212
Steven.mueller@electro-mechanical.com

FP QUOTATION

TO: Chris Krick – KW

COPY: Dave White – Federal Pacific

DATE: August 8, 2013

SUBJECT: RFQ for Portland Electric Dept.
FP Quotation #: 529165

TOTAL NUMBER OF PAGES 1 (including this sheet)

TOTAL \$7196.00
w/BOM
don

THE FOLLOWING BILL OF MATERIAL CONSTITUTES OUR COMPLETE OFFERING, NO OTHER WRITTEN SPECIFICATIONS WILL APPLY.

Item	Qty	Description
1	1	PSE-3-42100 15KV, 95KV BIL, Deadfront, Air Insulated, Padmounted Switchgear with one (1) 3-pole 600 amp group operated Auto-jet switch and one (1) bus termination compartment. Pricing.....\$ 6,480.00 each 6-8wks Nordic box pad to work with above unit: GS-75-45-36;MG:61x31.5 \$ 716.00/e 8wks

Comments and Clarifications:

Pricing is based upon "LTL" freight charges. Contact Factory for revised pricing if "dedicated" shipment is required

This quotation is based upon information supplied to the Factory, which may or may not have been complete. Customer is responsible for reviewing this quotation for compliance, deviations, exclusions, and improper information supplied. If you feel an error or omission has been made, please contact Factory immediately.

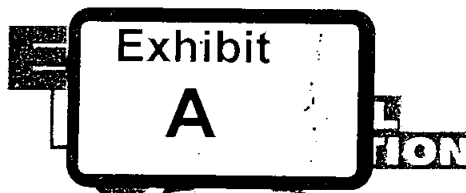
1. Elbows and inserts are not included as part of our proposal.
2. Pricing is valid for 30 days.

Shipments can begin to be made in approximately 6-8 weeks (excluding holidays) after receipt of your formal purchase order, complete with all technical details and data required to release the equipment for manufacture. If a better shipping schedule is required, please consult the factory for review of current manufacturing schedule. When drawing approval is required, the above shipping estimates must be increased by the time necessary for the drawing approval process. Approval drawings (if required) will be submitted 2-3 weeks after receipt of an order. The shipping estimates are subject to change at time of order based on current production backlog.

Freight Terms

- (1) F.O.B. Bristol, Virginia. Freight Allowed to Michigan.
- (2) The seller will determine the method of transportation and the routing of the shipment. Where the purchaser requires shipment by a method of transportation or routing other than that of the seller's selection, any additional transportation and/or packing expense is to be borne by the purchaser.

Federal Pacific's Standard Terms and Conditions of Sale (Form No: FO12N01) shall apply to all orders.



THE POWER TO DELIVER BY AN AMERICAN OWNED COMPANY

15KV Basic Units-Three-Phase

14.4KV Nominal • 17KV Maximum Design • 95 KV BIL
Circuit Diagrams with Compartment Numbers

PSE Padmounted Switchgear is designed for use only by qualified personnel trained to operate medium voltage switchgear. Users other than electric utilities are urged to use key interlocking devices as applicable. Should non-utility users elect not to use key interlocks, they must submit written certification that only qualified and trained personnel will operate the equipment, and that key interlock systems are not required.

Model PSE-4 is available only to electric utilities.

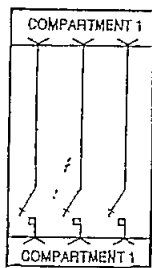
All units are 45" high without base spacers.

To determine complete catalog number for PSE models with fuse compartments substitute for "*" the number shown in the following table:

1	S&C Type SM-4	5	Cooper (M-E) Type NX
2	S&C Type SMU-20	6	Keamey Type Q
3	Not applicable †	7	Combined Technologies
4	Cutler-Hammer Type DBU		

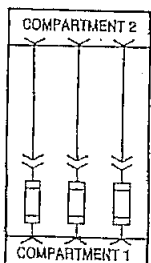
† Refer to factory.

PSE-3
41" W x 69-1/2" D



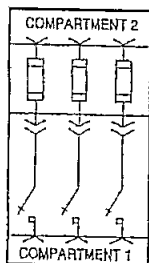
Catalog No. 42100

PSE-4
41" W x 69-1/2" D



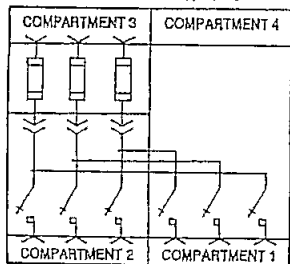
Catalog No. 4201*

PSE-5
41" W x 69-1/2" D



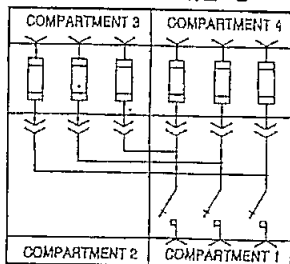
Catalog No. 4211*

PSE-6
75" W x 69-1/2" D



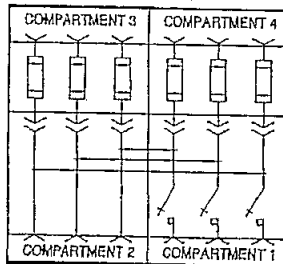
Catalog No. 4321*

PSE-7
75" W x 69-1/2" D



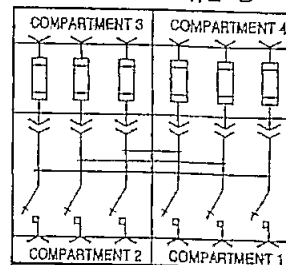
Catalog No. 4312*

PSE-8
75" W x 69-1/2" D



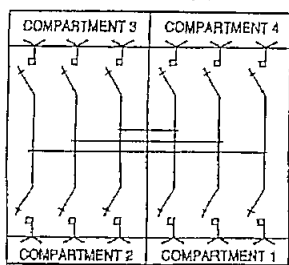
Catalog No. 4412*

PSE-9
75" W x 69-1/2" D



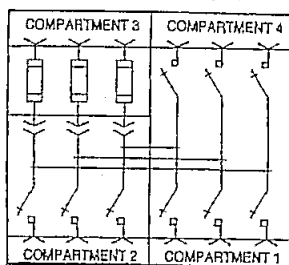
Catalog No. 4422*

PSE-10
75" W x 72-3/4" D



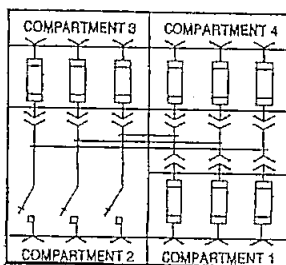
Catalog No. 44400

PSE-11
75" W x 72-3/4" D



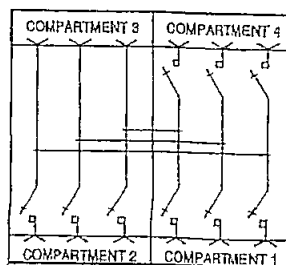
Catalog No. 4431*

PSE-12
75" W x 69-1/2" D



Catalog No. 4413*

PSE-13
75" W x 72-3/4" D



Catalog No. 44300

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 13-76

**A RESOLUTION APPROVING THE BOARD OF LIGHT AND POWER'S
RECOMMENDATION TO APPROVE, AUTHORIZE, AND DIRECT THE CITY'S
ELECTRIC SUPERINTENDENT TO SIGN AN ENERGY SERVICES PROJECT
TRANSACTION AUTHORIZATION TO PURCHASE .5 MW OF PEAK ENERGY**

WHEREAS, the Michigan Public Power Agency (MPPA) provides a means for Michigan municipalities which are members of MPPA to secure electric power and energy for their present and future needs; and

WHEREAS, the City of Portland as a member of the MPPA's Energy Services Project Committee has an opportunity to enter into a transaction to meet a portion of its load requirement for .5 MW of Peak Energy in 2017 that MPPA will transact in the Market in the latter half of September 2013 to help the City Electric Utility maintain compliance with its Risk Management Hedge Policy, a copy of an email with the MPPA recommendation is attached as Exhibit A; and

WHEREAS, the Board of Light and Power held a meeting on August 27, 2013 to review the MPPA recommendation that the City purchase .5 MW of Peak Energy for 2017 terms of the proposed purchases and recommends that the City Council approve, authorize, and direct the City's Electric Superintendent to sign an Energy Services Project Transaction Authorization to purchase .5 MW of Peak Energy for 2017, in accordance with the recommendation that is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Board of Light and Power's recommendation to approve, authorize, and direct the City's Electric Superintendent to sign the Energy Services Project Transaction Authorization consistent in accordance with the recommendation outlined in the attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: September 3, 2013

Monique I. Miller, City Clerk

Mike Hyland

From: Brent Henry [BHenry@mpower.org]
Sent: Friday, August 23, 2013 12:28 PM
To: Mike Hyland
Subject: RE: MPPA Energy Services Project Purchases
Yes, that is all you need to move into the hedge range of your plan.

Brent

From: Mike Hyland [mailto:mikehyland@portland-michigan.org]
Sent: Friday, August 23, 2013 12:29 PM
To: Brent Henry
Subject: RE: MPPA Energy Services Project Purchases

Brent,

If I read your chart correctly, Portland is only purchasing .5 MW of peak for 2017?

Mike

From: Brent Henry [mailto:BHenry@mpower.org]
Sent: Friday, August 23, 2013 10:37 AM
To: Brent Henry; PNewton; Koscielecki, Leslie; chxelect@cityofcharlevoix.net; John P. Hanifan (jhanifan@city-chelsea.org); "Scott Poyer"; Tom Richards (citymanager@cityofharborsprings.com); srickard@cl.hart.mi.us; Siler, Ted; dgkoster@hollandbpw.com; Jeff Davis; Mike Robbins (mrobbins@petoskey.us); Mike Hyland; Kurt Gilles (kurtgilles@stlouismil.com); Charlene Hudson; hlesko@wyman.org; Bill Cook
Cc: David Walters; Bruce Vanfarowe
Subject: RE: MPPA Energy Services Project Purchases

The attachment is now included.

From: Brent Henry
Sent: Friday, August 23, 2013 10:26 AM
To: 'PNewton'; 'Koscielecki, Leslie'; chxelect@cityofcharlevoix.net; 'John P. Hanifan (jhanifan@city-chelsea.org)'; "Scott Poyer"; Tom Richards (citymanager@cityofharborsprings.com); srickard@cl.hart.mi.us; Siler, Ted; dgkoster@hollandbpw.com; Jeff Davis; Mike Robbins (mrobbins@petoskey.us); 'Mike Hyland'; Kurt Gilles (kurtgilles@stlouismil.com); 'Charlene Hudson'; hlesko@wyman.org; 'Bill Cook'
Cc: David Walters; Bruce Vanfarowe
Subject: MPPA Energy Services Project Purchases

ESP Members,

On your July 2013 Hedge Plan Report, I made some purchase recommendations that would bring your City's position into compliance with your Hedge Plan. As in the past, I am attempting to coordinate these purchases so that economies of scale can be realized. Below is a table summarizing the recommended purchases that we enter into:

	2014		2015		2016		2017		2018	
	Base	Peak	Base	Peak	Base	Peak	Base	Peak	Base	Peak
Bay City	0.0	0.0	5.0	0.0	5.0	0.0	5.0	0.0	0.0	0.0
Charlevoix	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.1
Chelsea	0.0	0.0	0.0	0.0	0.0	0.0	0.5	3.0	0.0	0.0
Eaton Rapids	0.0	0.0	0.0	0.0	0.7	0.9	0.0	0.0	0.0	0.0
Grand Haven	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Harbor Springs	0.0	0.0	0.0	0.0	0.0	0.9	0.0	0.0	0.0	0.0
Hart	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.9	0.0	0.0
Holland	0.0	15.0	0.0	30.0	0.0	0.0	0.0	0.0	0.0	0.0
Lowell	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Marquette	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Petoskey	0.0	0.0	0.0	0.0	0.0	0.0	0.9	1.9	0.0	0.0
Portland	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.5	0.0	0.0
St. Louis	0.0	0.0	0.0	0.0	0.3	0.5	0.0	0.0	0.0	0.0
Traverse City	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Wyandotte	0.0	3.0	0.0	3.0	0.0	2.7	4.7	2.8	2.0	2.9
Zeeland	0.0	0.0	0.0	0.0	0.0	0.0	1.9	3.9	0.0	0.0
Total	0	18	5	33	6	5	13	13	2	4

The recommended purchase amounts have been adjusted slightly

of the products. For example, if Chelsea were to

Exhibit

A

8/23/2013

choose not to move forward with the recommendation, the other members amounts must change to result in a whole number total.

I need to know whether or not you agree to take this recommendation forward for approval.

My goal is to have each of you return Authorization Forms in September so that the transactions can be entered into around the last week of September or first week of October (assuming all authorizations are in). When you let me know that you're willing to move forward, I'll send you the customized Authorization Form.

I have attached a spreadsheet showing Market Index pricing and this again appears to be a good time of the year to buy.

Please let me know if you have any questions.

Brent

8/23/2013

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, August 19, 2013

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fabiano and Krause; City Manager Dempsey; City Clerk Miller; Police Chief Knobelsdorf

Absent: Council Member Calley

Guests: Kathy Parsons; Patrick Fitzsimmons, Candidate for City Council; Pat Weller, Parks and Recreation Board Chairman; Dan Lawless of Portland St. Patrick's; Tom Thelen of the Review & Observer

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

Motion by Krause, supported by VanSlambrouck, to approve the Proposed Agenda as presented.

Yeas: Krause, VanSlambrouck, Fabiano, Barnes

Nays: None

Absent: Calley

Adopted

Motion by VanSlambrouck, supported by Krause, to excuse the absence of Council Member Calley.

Yeas: VanSlambrouck, Krause, Fabiano, Barnes

Nays: None

Absent: Calley

Adopted

Under the City Manager Report, City Manager Dempsey presented information on the action items for consideration on the Agenda and provided information for discussion of tabled Ordinance 171B under Old Business, and Ordinance 1A for consideration under New Business. Information for the discussion of the fee for special events using the River Trail was also provided.

City Manager Dempsey also reported that Market St. at I-96 should be reopened Wednesday, August 21st.

City Manager Dempsey also stated that Roger Swets, bond counsel for the City, congratulated the City of Portland on locking in a rate of 1.45% on the 2013 General Obligation Limited Tax Bonds. This is an excellent rate as rates appear to be on their way up.

The steeple at the Congregational Church has structural issues and will be removed by a Contractor very soon. In the meantime the sidewalk in the area has been blocked to pedestrian traffic.

Under Old Business, the Council discussed proposed Ordinance 171B.

At the August 5th City Council meeting the Council tabled the First Reading of proposed Ordinance 171B to amend Chapter 16, Article 1, Section 16-1 of the City Code of Ordinances regulating the division of land in the City and to add Sections 16-2, 16-3, 16-4 and 16-5 to the City Code of Ordinances to provide application standards, procedure, approval standards, and consequences for noncompliance with land division approval requirements. The ordinance was prepared after City Manager Dempsey provided the Council with a memo at the July 15th meeting stating that County Treasurer July Clark had requested the City amend its lot split approval process to include checking with the County Treasurer's office to verify there are no outstanding taxes before approving an application in order to eliminate "stand alone" years on delinquent taxes. When a parcel is split or combined and there are delinquent taxes on the prior years, the new parcel number will not show the delinquent taxes. This is a problem for new owners who are not aware of the delinquent taxes and makes collecting delinquent taxes more difficult for the County. As part of the memo City Manager Dempsey recommended revising the ordinance to include sections that would detail application standards, procedure, approval standards, and consequences for noncompliance that could be processed administratively rather than presenting the application to the Planning Commission for a recommendation to the City Council.

At the August 19th City Council meeting concern was expressed about changing the review and approval process from the Planning Commission and City Council to the Assessor and about going from a one section regulation to multiple sections. It was requested that the City Manager prepare an alternate Ordinance 171B to revise the existing regulation only by adding the requirement that outstanding taxes and assessments that are due and payable be paid before processing the lot split.

City Manager Dempsey noted that while there are requirements to be met, there is no discretion to be exercised when processing lot splits that do not require a plat or site plan under the State Land Division Act. A survey of some other Michigan communities showed that the vast majority handle the lot split process administratively. The tabled ordinance is longer than the alternate ordinance so that it can inform readers about the process and what is required rather than in a separate application or information book. City Manager Dempsey recommended that if the Council desires to move forward with the shorter, alternate ordinance they should approve a resolution for an application with the application standards, procedure and approval standards.

City Manager Dempsey also noted that the agenda for last week's Planning Commission meeting included a land division request; they were unable to get a quorum to hold the meeting. To meet the 45-day processing requirement in the Land Division Act a Special Meeting of the Planning Commission needs to be held before the next Council meeting on September 3rd. Administrative processing would eliminate the need to schedule a meeting just to process a land division request.

Mayor Barnes commented that all of the concerns discussed at the August 19th meeting are valid and City Manager Dempsey has tried to address all of them.

Council Member Fabiano asked if alternate Ordinance 171B had any changes from the current ordinance other than the addition of the "due & payable taxes".

City Manager Dempsey stated the language is identical except the last sentence.

Council Member Krause stated her agreement with the alternate Ordinance 171B but would like to see an additional change to streamline the process without the Planning Commission approval with a grievance process to the City Council in order to make the process easier for the applicant.

Mayor Barnes stated he likes the idea of streamlining the process as the Planning Commission and City Council have no grounds to disapprove a land division request if all the requirements have been met.

Council Member Fabiano asked why the Council would change an Ordinance simply to make a change. This change would put land division requests in the hands of a part-time assessor and circumvent the Planning Commission.

There was continued discussion.

Mayor Pro-Tem VanSlambrouck stated that the Planning Commission and City Council have no authority in making a decision on a land division request if all of the requirements have been met. He also noted that the assessor is overseen by the City Manager. He further stated that if the votes of the Planning Commission and City Council members have no authority and can be handled administratively at a lower level then why not make that change.

City Manager Dempsey stated that the current process also extends the time process if there is a denial because a requirement has not been met as the same process is followed. The time frame is lengthened for an applicant in a “review” process. Typically there are approximately 1 to 2 lot splits per year; this is not something that happens frequently. There have been no complaints with the timeliness of the current process. It does create a problem when a quorum of the Planning Commission cannot be met.

Motion by Krause, supported by VanSlambrouck to remove tabled Ordinance 171B to amend Chapter 16, Article 1, Section 16-1 of the City Code of Ordinances regulating the division of land in the City and to add Sections 16-2, 16-3, 16-4 and 16-5 to the City Code of Ordinances to provide application standards, procedure, approval standards, and consequences for noncompliance with land division approval requirements from the table.

Yeas: Krause, VanSlambrouck, Barnes

Nays: Fabiano

Absent: Calley

Adopted

Motion by VanSlambrouck, supported by Krause, to move forward with the First Reading of the original version of Ordinance 171B to amend Chapter 16, Article 1, Section 16-1 of the City Code of Ordinances regulating the division of land in the City and to add Sections 16-2, 16-3, 16-4 and 16-5 to the City Code of Ordinances to provide application standards, procedure, approval standards, and consequences for noncompliance with land division approval requirements at the next City Council meeting.

Yeas: VanSlambrouck, Krause, Barnes

Nays: Fabiano

Absent: Calley

Adopted

Under New Business, the Second Reading and consideration of Ordinance 1A to repeal Section 14-3 of the City Code of Ordinances and to add Article II, Section 14-10 through 14-15 to the City Code of Ordinances to regulate the discharge of consumer fireworks in the City. This ordinance would make it a municipal civil infraction to discharge consumer fireworks in the City of Portland except between the hours of 8:00 a.m. and 1:00 a.m. on the day before, day of, and day after a National Holiday. The City's nuisance ordinance will remain in force during the hours permitted to address firework discharges that annoy, injure or endanger the safety, health, comfort or repose of the public.

Motion by Krause, supported by VanSlambrouck, to approve Ordinance 1A to repeal Section 14-3 of the City Code of Ordinances and to add Article II, Section 14-10 through 14-15 to the City Code of Ordinances to regulate the discharge of consumer fireworks in the City.

Yeas: Krause, VanSlambrouck, Fabiano, Barnes

Nays: None

Absent: Calley

Adopted

The Council considered Resolution 13-67 to authorize the issuance of 2013 General Obligation Limited Tax Bonds for \$1,400,000. The resolution authorizes the closing on the bonds after the 45-day Notice of Intent to Issue Bonds was published. The bond proceeds will be used to fund upcoming street projects.

Motion by Krause, supported by VanSlambrouck, to approve Resolution 13-67 to authorize issuance of 2013 General Obligation Limited Tax Bonds.

Yeas: Krause, VanSlambrouck, Fabiano, Barnes

Nays: None

Absent: Calley

Adopted

The Council considered Resolution 13-68 to approve Fleis & VandenBrink's proposal for engineering services associated with the remediation of the fuel spill at the Diesel Generation Plant. The City has been working with the environmental engineering group at Fleis & VandenBrink to make sure all appropriate steps are being taken to remediate the diesel fuel release that occurred with the failure of the underground fuel return line at the Diesel Generation Plant in January of 2009. City Manager Dempsey requested that Fleis & VandenBrink provide an updated proposal for 2013-2014 with a new scope of services and budget for engineering services associated with the remediation effort based on the change in conditions. There continues to be less sampling so the \$13,240 cost of this proposal is the same as last year.

Motion by VanSlambrouck, supported by Fabiano, to approve Resolution 13-68 approving Fleis & VandenBrink's proposal for engineering services associated with the remediation of the fuel spill at the Diesel Generation Plant.

Yeas: VanSlambrouck, Fabiano, Krause, Barnes

Nays: None

Absent: Calley

Adopted

Under the Discussion of the Fee Imposed for Special Events that use the City's River Trail to raise funds City Manager Dempsey noted the memo from Parks and Recreation Director Scheurer outlining the costs associated with these events. The Park and Recreation Board met on August 15th to review the matter and urged the Council to uphold the special events fee to help offset some of the costs associated with these events.

Mr. Lawless requested consideration of a deposit being made for events on the City's River Trail that could be refunded for costs not incurred by the City if the group holding the event takes care of costs to the City.

Mr. Weller stated that after meeting on August 15th the Parks and Recreation Board stands firm with their recommendation to the City Council imposing the fee for special events that use the City's River Trail to raise funds. They believe that the sliding fee scale is fair.

City Manager Dempsey stated there is a tacit implication when an event is published that it will be run in a safe manner. There is some time and effort in ensuring the event will be run safely. He further stated that even with a deposit situation there would still be a need for staff to verify what event volunteers have done on the City's behalf had been done correctly. The City ultimately cannot delegate the responsibility as it is still liable. The City also ensures the River Trail is clean and the lawn is mowed when an event is held; although it is done on a regular schedule.

Mr. Weller gave the example that St. Patrick's has always paid for field usage for ball tournaments. This new fee is not something new; the Board is just adding events as they are becoming more common.

City Manager Dempsey noted that the Portland Community Arts Council uses the band shell for "Thursdays on the Grand" for public enjoyment. There is no fee charged as they are not raising funds. Others that use the band shell pay a reservation fee.

Council Member Krause stated good points have been made in the City protecting the public and stands by the original resolution.

Council Member Fabiano stated his belief that it is a shame to charge people to use the City's beautiful trail when the City tax base is to take care of these types of things.

City Manager Dempsey stated that revenues are tight all across the State of Michigan; it is not unusual to have a cost to things that don't benefit the general public.

Mayor Pro-Tem VanSlambrouck stated that Parks and Recreation are funded through the General Fund which is seeing more and more cuts and has been charged with finding more revenue sources. Until these departments are funded differently the City will continue to see these kinds of issues arise. He further stated he doesn't agree with the fee and stated the Parks and Recreation departments need to be funded appropriately.

Mayor Barnes stated that the board members on City Board and Commissions serve voluntarily and we value their service and recommendations. He suggested trying to address these kinds of issues ahead of time.

Motion by VanSlambrouck, supported by Krause, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council meeting held on August 5, 2013, payment of invoices in the amount of \$161,869.79 and payroll in the amount of \$116,403.13 for a total of \$278,272.92. There were no purchase orders over \$5,000.

Yeas: VanSlambrouck, Krause, Fabiano, Barnes

Nays: None

Absent: Calley

Adopted

Under Council Comment, Mayor Pro-Tem VanSlambrouck noted that “Wine the Walk” was held Saturday, August 17th. The event was very successful and had beautiful weather.

Motion by Fabiano, supported by Krause, to adjourn the regular meeting.

Yeas: Fabiano, Krause, VanSlambrouck, Barnes

Nays: None

Absent: Calley

Adopted

Meeting adjourned at 8:03 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the August 19, 2013 City Council Meeting

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 Fabiano and Krause; City Manager Dempsey; City Clerk Miller; Police Chief Knobelsdorf

Absent – Council Member Calley

Motion to Remove Ordinance 171B from the Table.

Three in favor. One opposed. Approved.

Motion to move forward with the First Reading of the Original Version of Ordinance 171B at the next City Council meeting.

Three in favor. One opposed. Approved.

Second Reading and Consideration of Ordinance 1A to repeal Section 14-3 of the City Code of Ordinances and to Add Article II, Section 14-10 through 14-15 to the City Code of Ordinances to regulate the discharge of consumer fireworks in the City.

All in favor. Approved.

Approval of Resolution 13-67 to authorize issuance of 2013 General Obligation Limited Tax Bond.

All in favor. Approved.

Approval of Resolution 13-68 approving Fleis & VandenBrink's proposal for engineering services associated with the remediation of the fuel spill at the Diesel Generation Plant.

All in favor. Approved.

Discussion of the fee for special events using the River Trail to raise funds.

Approval of the Consent Agenda - Motion by VanSlambrouck, supported by Krause, to approve the Consent Agenda.

All in favor. Approved.

Adjournment – Motion by Fabiano, supported by Krause, to adjourn the regular meeting at 8:03 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

Date: 08/28/13

CITY OF PORTLAND INVOICE REGISTER

Page: 1

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
SIGNATURE FORD, L-M	01854	2014 POLICE INTERCEPTOR - MTR POOL	25,298.00
JOHN DEERE FINANCIAL	01818	PARTS & LABOR - CEM, PARKS, MTR POOL	617.45
MENARDS	00260	CEMENT & WATER-CEMETERY	50.92
MIKE WARD CONSTRUCTION	MISC	NEW DOOR, PARTS & LABOR - POLICE	1,000.00
MUNICIPAL SUPPLY CO.	00324	VERTICAL RESETTER- WATER	133.84
MUNICIPAL SUPPLY CO.	00324	TRIMBLE RANGER ANTENNA-WATER	27.75
PURITY CYLINDER GASES, INC.	00380	COMPRESSED OXYGEN - AMBULANCE	59.70
STATE OF MICHIGAN	00428	STATE LICENSE RENEWAL -AMBULANCE	175.00
VERIZON WIRELESS	00470	TELEPHONE SVC-ELEC, WW, WTR, M POOL	129.95
WOW! INTERNET-CABLE PHONE	02132	CABLE SERVICE - WASTE WTR, MTR POOL	70.94
WOW! INTERNET-CABLE PHONE	02132	CABLE SERVICE - ELECTRIC	40.50
KEN GENSTERBLUM	00163	UNIFORM ALLOWANCE- WATER	184.43
WESTPHALIA MILLING CO.	00480	GALLONS OF HYVAR- PARKS	262.80
SCHAEFER PETROLEUM, INC.	00405	DIESEL FUEL - CEMETERY, PARKS	654.72
SCHAEFER PETROLEUM, INC.	00405	GAS - CEMETERY, PARKS	631.80
ST. PATRICK CHURCH	00755	ENERGY OPTM2 - ELECTRIC	75.00
INDEPENDENT BANK	00197	BOND & REDEMPTION FUND - ELECTRIC	5,000.00
SPARROW OCCUPATIONAL HEALTH	00340	PHYSICALS - AMBULANCE	383.94
MICHIGAN ELECTION RESOURCES	00278	ELECTION SUPPLIES - ELECTIONS	192.66
KATHY'S CLEANING	01684	CLEANING SERVICE- CITY HALL	900.00
SLICK SHIRTS SCREEN PRINTING	02003	SHIRTS FOR 5K/10K RACE- RECREATION	397.25
MICHIGAN ASSESSOR ASSOCIATION	00263	MAA SHORT COURSE (FALL) - ASSESSOR	170.00
TELNET WORLDWIDE INC.	02066	PHONE SVC - CITY HALL	506.12
STATE OF MICHIGAN	00428	FILING FEE - BONDS	380.00
DORNBOS, SIGN & SAFETY, INC.	00067	STOP/SLOW PADDLES - MAJ ST, LOC STS	145.70
KEUSCH SUPER SERVICE	00228	TIRE BALANCE - MOTOR POOL	30.00
SHERWIN-WILLIAMS	01746	TRAFFIC PAINT - MAJ STS	129.70
DORNBOS, SIGN & SAFETY, INC.	00067	STOP SIGNS/25 MPH SIGN-MAJ STS	262.75
KEUSCH SUPER SERVICE	00228	TIRES - MOTOR POOL	453.04

Date: 08/28/13

CITY OF PORTLAND INVOICE REGISTER

Page: 2

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
FLAGS UNLIMITED LTD	00988	FLAGS - COMM PROMO	189.80
MICHIGAN PAVING & MATERIALS CO.	02102	BLACKTOP - MAJ STS	165.55
ELHORN ENGINEERING	00139	EL-CHLOR CARBOY - WATER	408.20
RESCO	00392	100 AMP CUTOUTS - ELECTRIC	447.30
RESCO	00392	WIRE - ELECTRIC	280.00
ESTEX MANUFACTURING COMPANY	02217	TOOL BAGS - ELECTRIC	226.95
SHERATON DETROIT	01628	HOTEL FOR MAA CONFERENCE-ASSESSOR	327.42
KEUSCH SUPER SERVICE	00228	TIRES - MOTOR POOL	753.68
GRP ENGINEERING INC.	01994	ENGINEERING SVC FOR HYDRO-ELECTRIC	604.24
MRE SERVICES, INC.	00318	COMPUTER SERVICES-GEN, POLICE, ELECTRIC	522.00
NORTH AMERICAN ELECTRIC RELIABILITY	00985	NERC & RFC ASSMNT-ELECTRIC	236.12
OTIS ELEVATOR	00970	SERVICE CONTRACT-GENERAL	506.61
FAMILY FARM & HOME	01972	EAR TAGS - ELECTRIC	31.99
KENDALL ELECTRIC	00225	MATERIALS - ELECTRIC	248.50
KENDALL ELECTRIC	00225	MATERIALS - ELECTRIC	40.80
KENDALL ELECTRIC	00225	ELBOWS & ADAPTERS - ELECTRIC	456.49
ED FILTER	00540	UMPIRE - RECREATION	69.00
JEREMY BABBIT	02184	UMPIRE - RECREATION	46.00
ALYSSA PUNG	02160	SCOREKEEPERS - REC	19.50
ALLISON RUSSELL	01954	SCOREKEEPERS - REC	13.00
KENDALL ELECTRIC	00225	CONDUIT - ELECTRIC	2,264.11
MENARDS	00260	CEMENT & STAKES- MAJ STS, LOC STS	102.37
KEUSCH SUPER SERVICE	00228	DRIVE TIRE - MOTOR POOL	195.00
USA BLUEBOOK	01850	VALVE BOX - WASTE WATER	130.33
NORTH CENTRAL LABORATORIES	00959	NITRIFICATION INHIBITOR-WASTE WTR	53.08
FREDRICKSON SUPPLY LLC	02104	1999 600AH STREET SWEEPER- MOTOR POOL	47,000.00
Total:			\$93,702.00

**BI-WEEKLY
WAGE REPORT
September 2, 2013**

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	7,990.93	43,531.76	5,769.43	24,449.98	67,981.74
ASSESSOR	1,143.36	5,745.64	390.93	1,846.03	7,591.67
CEMETERY	4,117.29	19,487.42	1,423.68	6,744.89	26,232.31
POLICE	12,743.70	62,344.86	6,565.73	24,083.16	86,428.02
CODE ENFORCEMENT	543.29	3,040.90	201.54	1,095.98	4,136.88
PARKS	3,462.91	17,424.69	763.26	3,423.13	20,847.82
INCOME TAX	1,418.38	7,084.82	1,421.67	5,164.87	12,249.69
MAJOR STREETS	3,323.93	13,682.14	3,399.70	10,632.85	24,314.99
LOCAL STREETS	1,455.77	8,568.26	1,511.89	6,639.58	15,207.84
RECREATION	1,964.79	9,789.00	1,258.15	4,957.41	14,746.41
AMBULANCE	7,100.33	48,550.61	2,062.87	10,820.99	59,371.60
DDA	1,614.95	8,047.40	625.13	2,803.96	10,851.36
ELECTRIC	21,530.68	84,843.70	13,460.32	48,217.81	133,061.51
WASTEWATER	7,879.29	40,215.83	5,834.44	23,734.00	63,949.83
WATER	4,474.35	24,980.72	2,856.76	13,218.18	38,198.90
MOTOR POOL	1,493.57	10,953.74	1,374.31	7,739.74	18,693.48
TOTALS:	82,257.52	408,291.49	48,919.81	195,572.56	603,864.05

BI-WEEKLY CASH BALANCE ANALYSIS

9/2/2013

FUND	BEGINNING BALANCE	RECEIPTS	EXPENSES	JOURNAL ENTRY RECEIPTS	JOURNAL ENTRY EXPENSES	CASH BALANCE	TIME CERTIFICATES	ENDING BALANCE
GENERAL	248,023.50	85,083.11	51,684.65	26,570.00	54,265.00	253,726.96	235,000.00	488,726.96
INCOME TAX	15,436.06		2,890.66		2,460.00	10,085.40	10,000.00	20,085.40
MAJOR STREETS	206,371.40		7,405.66		5,401.00	193,564.74	-	193,564.74
LOCAL STREETS	32,708.27	5,360.29	3,091.70		3,823.00	31,153.86	-	31,153.86
RECREATION	1,739.89	2,911.00	3,818.30	5,000.00	1,060.00	4,772.59	-	4,772.59
AMBULANCE	211,638.14	3,476.76	9,781.84		6,446.00	198,887.06	-	198,887.06
REFUSE COLLECTION	20,501.26	4,004.79	0.75			24,505.30	-	24,505.30
CAPITAL IMPROVEMENT-STREETS	(297.00)		380.00			(677.00)		(677.00)
ELECTRIC	257,470.73	238,704.88	210,919.82		6,458.00	278,797.79	575,000.00	853,797.79
WASTEWATER	14,353.49	35,405.89	21,817.65		7,650.00	20,291.73	-	20,291.73
WATER	511,339.78	28,595.29	14,463.59		7,292.00	518,189.48	420,000.00	938,189.48
MOTOR POOL	26,293.25	1,100.00	76,775.39	66,202.00	2,917.00	13,902.86	-	13,902.86
DDA	34,539.44					34,539.44	-	34,539.44
TOTALS:	1,580,118.21	404,642.01	403,020.01	97,772.00	97,772.00	1,581,740.21	1,240,000.00	2,821,740.21
						ELECTRIC-RESTRICTED CASH	355,000.00	355,000.00
						CUSTOMER DEPOSIT CD	170,000.00	170,000.00
						PERPETUAL CARE CD	130,000.00	130,000.00
						INCOME TAX SAVINGS	333,949.70	333,949.70
						ELECTRIC-PRIN & INT ESCROW	285,264.11	285,264.11
						WASTEWATER-DEBT ESCROW	151,032.71	151,032.71
						WASTEWATER-REPAIR ESCROW	57,845.18	57,845.18
						DDA-PRIN/INT ESCROW	100,018.61	100,018.61
							2,823,110.31	4,404,850.52

* CASH IN TIME CERTIFICATES

**INVEST IN TIME CERTIFICATES

PURCHASE ORDER

CITY OF PORTLAND

259 KENT STREET • PORTLAND, MICHIGAN 48875 • (517) 647-7531

TO Municipal Supply Co

SHIP TO Water

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.	
8-26-13		59-44-935			13-	
QUANTITY	DESCRIPTION				PRICE	AMOUNT
200	Md 25 Orlov Endpoint RTP's Gel				127.49	25,498 ⁰⁰

☐ NOT FOR RESALE ☐ FOR RESALE

TAX NUMBER

ORIGINAL

AUTHORIZED SIGNATURE

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, SHIPPING PAPERS, AND PACKAGES

QUOTE

Page: 1



Municipal Supply Co.

STREET & WATER SUPPLIES

Showroom/Warehouse Mailing Address
Industrial Drive, Bld. #1 PH. 517 647-6597 P.O. Box 470
Portland, MI 48875 FAX 517 647-2007 Portland, MI 48875

Quote #: QTE09612

Date: 8/22/2013

Bill To: CITY OF PORTLAND
259 KENT ST
PORTLAND MI 48875-1495

Ship To: CITY OF PORTLAND
259 KENT ST
PORTLAND MI 48875-1495

Job Site:

P.O. Number		Acct #	Salesperson	Shipping Via	Terms.	Req. Ship Date	
		POR101	B.W.	COURIER	Net 30	0/0/0000	
Quantity	Item Number	Description			UOM	Unit Price	Ext. Price
200	OME	Md 25 Orion ME Endpoint RTR's Gals Remote			Each	127.49	\$25,498.00
Price Good Til Sept 4th 2013 Thanks Doug Trierweiler					Subtotal	\$25,498.00	
					Shipping/Handling	\$0.00	
					Miscellaneous	\$0.00	
					Tax	\$0.00	
					Total	\$25,498.00	

PURCHASE ORDER**CITY OF PORTLAND****259 KENT STREET • PORTLAND, MICHIGAN 48875 • (517) 647-7531**TO RescoSHIP TO Electric582-539-775

DATE	DELIVERY DATE	SHIP VIA	F.O.B.	TERMS	PURCHASE ORDER NO.	
8-28-13						
QUANTITY	DESCRIPTION				PRICE	AMOUNT
4	Rolls of kerite wire and various high voltage connectors					
						\$39,823.20

☐ NOT FOR RESALE ☐ FOR RESALE

TAX NUMBER _____

AUTHORIZED SIGNATURE _____

ORIGINAL

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, SHIPPING PAPERS, AND PACKAGES

PORTLAND ECONOMIC DEVELOPMENT CORPORATION

Minutes of the Meeting
Held at 7:00 p.m., March 25, 2013
City Hall Executive Conference Room
City Hall, 259 Kent St., Portland, Michigan

Present: Julie Clement, Joel VanSlambrouck, Eric Frederick, Mary Stucko, City Manager Dempsey

Absent: Calley, Lakin, Pohl, Smith

Guest: Ariana Salagar

Staff: City Clerk Miller

The meeting was called to order at 7:07 P.M. by with the Pledge of Allegiance.

Motion by VanSlambrouck, supported by Frederick, to approve the Agenda as presented.
All in favor. Approved.

Motion by VanSlambrouck, supported by Frederick, to approve the Minutes of the October 22, 2012 meeting as presented.
All in favor. Approved.

Under New Business, City Manager Dempsey presented his recommendation to the Board on the license to farm the development property at Cutler Rd. and Grand River Ave. The existing tenant has been licensed to farm the property for the past 6 years based upon a bid price which has been annually adjusted based on the rate of inflation and the acreage available. The current tenant has agreed to increase his payment from the 2012 price by 8% so the cash rents proposed for 2013 would be \$7,875.00.

Motion by VanSlambrouck, supported by Frederick, to recommend to the City Council a license agreement to farm the development property at Grand River Ave. and Cutler Rd.
All in favor. Approved.

City Manager Dempsey presented an update on the listing activity on the development property at Cutler Rd. and Grand River Ave. Mr. Frewen of Frewen Coldwell Banker has been contact with a developer of health care facilities. Portland is 1 of 8 being considered. There is no specific information available. They have been provided with all information on the property available and been provided all information they have requested.

There was continued discussion of developmental possibilities.

City Manager Dempsey gave an update on the Old School Manor property. Craig Peterson of the WODA Group confirmed that he would be sending a purchase agreement very soon. The complete design for the property will be available by the end of April. The WODA Group will be working with the State Historic Preservation Office and the Portland Historical Society for historical accuracy. They are not expected to begin construction until sometime in the Fall. They are currently completing financing.

Economic Development Corporation
March 25, 2013

City Manager Dempsey gave an update on the Ionia County Economic Alliance (ICEA). Gerald Moore, the Small Business Association (SBA) District Director visited Ionia County recently as part of an effort to get out and meet local economic developers. The goal was to see how the SBA and ICEA can collaborate.

Member Frederick suggested Jen Wangler of ICEA come to an EDC meeting sometime.

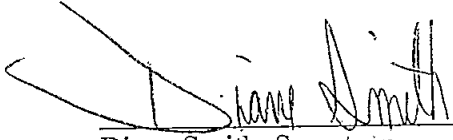
City Manager Dempsey stated Ms. Wangler will be attending a DDA Meeting soon. The focus of the ICEA recently has been on manufacturing jobs focused in Ionia and the Belding area.

There was continued discussion of the ICEA and other marketing opportunities for Portland.

Under Board Member Comments, Chair Clement noted the Block Party will be held Saturday, May 18th.

Motion by VanSlambrouck, supported by Frederick, to adjourn the meeting.
All in favor. Approved.

The meeting was adjourned at 7:31 P.M.



Diane Smith, Secretary

Minutes of the Planning Commission
Of the City of Portland
Held on Wednesday, June 12, 2013
In Council Chambers at City Hall

Portland Planning Commission Members Present: Swaney-Frederick, Krause, Gorman, Grapentien, Clement, Kmetz

Absent: Sunstrum

Staff: City Manager Dempsey, City Clerk Miller

Guests: Carrie, Paul & David Johnson

Chair Grapentien opened the meeting at 7:04 P.M. with the Pledge of Allegiance.

Motion by Clement, supported by Gorman, to amend the Agenda to excuse Member Sunstrum.
All in favor. Approved.

Motion by Clement, supported by Krause, to approve the revised Agenda.
All in favor. Approved.

Motion by Krause, supported by Kmetz, to approve the minutes of the May 8, 2013 meeting as presented.
All in favor. Approved.

Chair Grapentien opened the first Public Hearing at 7:07 P.M.

City Manager Dempsey explained this Public Hearing is to take comment on proposed Ordinance 8A to amend Section 6-1 and to add Section 6-3 of the City Code of Ordinances to permit the keeping of 6 "backyard" ducks.

Carrie Johnson gave a presentation of her request to allow the keeping of Muscovy ducks in the City of Portland.

City Manager Dempsey noted that the Notice of Public Hearing was published as required. No public comment has been received.

Mr. Paul Johnson stated that initially he was not on board with raising ducks but after further research he believes the Muscovy ducks would be a reasonable addition to the Ordinance.

The Johnson's son David stated that he is allergic to chicken eggs. The raising of ducks would allow him to have duck eggs all year instead of being restricted to only having them a couple of times per year as is currently the case.

Chair Grapentien closed the first Public Hearing at 7:18 P.M.

Chair Grapentien opened the second Public Hearing at 7:18 P.M.

City Manager Dempsey explained that the request for proposed Ordinance 194C to amend Section 28-6 of the City Code of Ordinances to permit the use of plywood rated for outdoor use for the supporting structure of signs 32 sq. ft. or less came when a local business owner was trying to reinforce a sign.

City Manager Dempsey noted that the Notice of Public Hearing was published as required. No public comment has been received.

Chair Grapentien closed the second Public Hearing at 7:20 P.M.

Under New Business, the Commission considered a recommendation to the City Council on proposed Ordinance 8A to amend Section 6-1 and to add Section 6-3 of the City Code of Ordinances to permit keeping up to 6 "backyard" ducks.

Chair Grapentien commented that the Zoning Ordinance states that 7 requirements be fulfilled in order to grant a variance. He stated his belief that these requirements had been met.

City Manager Dempsey stated that this issue does not come under the Zoning Ordinance but is a police powers ordinance. It is being addressed at the Planning Commission level to treat it the same as other land use ordinances. As it is compatible; this forum allows for additional public comment. In reality, the issue could have been directly addressed to the City Council.

Member Swaney-Frederick commented that the City of Portland is situated in a rural setting; as such this proposal fits in nicely with the notions of the Master Plan to respect the agricultural heritage of the area.

Motion by Clement, supported by Swaney-Frederick, to recommend to the City Council Proposed Ordinance 8A to amend Section 6-1 and to add Section 6-3 of the City Code of Ordinances to permit the keeping of up to 6 "backyard" ducks.

Five in favor. One opposed. Approved.

City Manager explained the recommendation will be presented to the City Council for a 1st and 2nd Reading and then for consideration of approval.

Motion by Clement, supported by Kmetz, to recommend to the City Council Proposed Ordinance 194C to amend Section 28-6 of the City Code of Ordinances to permit the use of plywood rated for outdoor use for the supporting structure of signs 32 sq. ft. or less.

Five in favor. One opposed. Approved.

Under Discussion Topics, City Manager Dempsey explained non-conforming uses versus grandfathered. A legal non-conforming use (or grandfathered use) is a use that was legal when it was started and unless abandoned it entitled to continue unless it is abandoned. If this use is destroyed it would be allowed to be put back. An illegal non-conforming use occurs because current laws or ordinances were not followed. This use could only be made legal if the Zoning Board of Appeals were to grant a variance. There are occasions when an illegal non-conforming use happens in error (survey error).

There was further discussion.

The enforcement of the Zoning Ordinance was discussed.

Chair Grapentien commented an issue may arise in the future when current legal non-conforming signs become illegal due to the 2018 expiration of the Sunset Clause in Sign Ordinance.

There was discussion of this issue.

City Manager Dempsey stated the City does not have a dedicated Code Official looking for issues. Enforcement is mostly driven on a complaint basis when issues are brought forward. The City Manager further stated he is working with Ambulance Director Phil Gensterblum on taking over the responsibilities of the Code Official and acting as the Assistant Zoning Administrator.

Member Swaney-Frederick commented that the Old School Manor property is starting to look bad again. She inquired how the County Land Bank is coming on potential development of the property. She further requested that bushes be trimmed and broken glass be cleaned up.

City Manager Dempsey stated the County Land Bank has the responsibility of maintaining the Old School Manor property; although the City does help out where it can. The County has a very limited budget. The Developer that is interested in the property has run into some roadblocks. Potential development alternatives will be addressed by the Economic Development Corporation and the City Council

The addition of a regular Agenda item for a Zoning Officials Report was discussed per the request of Chair Grapentien in order to see what activity is actually occurring.

There was discussion of what type of report the Commission would like to have included.

It was the conclusion that the Commission would like to see a report of what type of enforcement is done in relation to the purview of the Planning Commission and what might be related to trends in enforcement.

City Manager Dempsey stated this type of report has been previously supplied to the City Council and could be supplied to the Planning Commission as well.

City Manager Dempsey stated that the VFW has requested a review of the necessity for keeping the planters between the sidewalk and the parking lot. He further stated that the administrative answer to the request is that the regulations requiring the placement of the planters is still in place but he told the VFW he would ask the Planning Commission for their consideration. City Manager Dempsey stated a variance could be granted by the Zoning Board of Appeals to allow a smaller barrier but this type of change would apply to all other properties with a similar situation.

Member Krause inquired if the VFW is asking for a substitute barrier or the removal of the barrier altogether.

Planning Commission Minutes
June 12, 2013

City Manager Dempsey stated the regulation does not require a particular type of barrier.

Member Swaney-Frederick stated she would not want to see parking lots coming right up to sidewalks without some kind of barrier.

Member Kmetz stated this would be a safety issue.

City Manager Dempsey suggested something similar to what the City did with ADM Nutrition's parking lot along Grand River Ave. with the columns and fencing installed to create a barrier between their parking lot and the sidewalk in order to create a visual barrier. There are alternative solutions.

Under Planning Commission Comments, Member Swaney-Frederick commented that the Ionia Farm Bureau would host a Family Fun Day at the Farm this Saturday, June 15th.

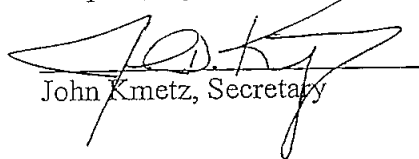
City Manager Dempsey commented the Chamber of Commerce would be hosting a Family Movie Night at Powers Park on Saturday, June 15th and would be showing Despicable Me.

Member Clement commented that "Thursdays on the Grand" would begin tomorrow, June 13th with music provided by Bailey's Comet.

City Manager Dempsey commented that Portland would host representatives from Hastings tomorrow, June 13th for Mayor Exchange.

Motion by Clement, supported by Swaney-Frederick, to adjourn the meeting at 8:15 P.M.
All in favor. Approved.

Respectfully submitted,



John Kmetz, Secretary

CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

August 1, 2013
July 1-30, 2013

HYDRO GENERATION	199,800		
DIESEL PRODUCTION	0		
Kwh Purchased	3,426,847	Amount Paid	\$ 225,526.93
 Total Kwh Purchased	 3,426,847	 Total Dollars Paid	 \$ 225,526.93

Kwh Billed	
Residential	1,736,661
Commercial	800,070
Large General	849,520
City St. Lites Metered	25,298
St. Lites Unmetered	
Rental Lights	
Demand	2,630

Total Kwh Billed	3,414,179
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Arrears after billing	\$ 22,033.21
Penalties Added	\$ 3,144.99
Arrears end of month	\$ 38,557.60
Fuel Cost Billed	\$ 18,433.81
Amount Collected	\$ 317,725.64
Total Adjustments	(\$68,412.60)

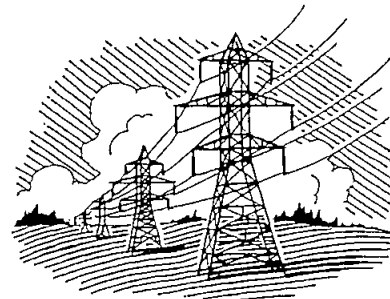
Dollars Billed	
PCA Billed	\$ 18,325.24
Residential	\$ 179,195.34
Residential EO Charge	\$ 3,075.37
Geothermal Discount	\$ -
Commercial	\$ 83,749.53
Commercial/LG EO Charge	\$ 2,554.34
Large General	\$ 59,094.71
Large EO Charge	\$ 18.40
City St. Lights Metered	\$ 2,157.22
St. Lights Unmetered	\$ 1,543.05
Rental Lights	\$ 259.59
Demand	\$ 15,449.74
Tax	\$ 14,504.24

Total Dollars Billed	\$ 379,926.77
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Power Cost Adj.	.00541
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Residential Customers	2,158
Commercial Customers	320
Large General	17
Total Customers	2,495

08/01/13



CITY OF PORTLAND
August-13

WATER DEPARTMENT REPORT

MONTH	Jul-13	PERIOD COVERED	July 1-31, 2013
Customers Billed		Penalties Added	\$ 574.64
City	1,840	Dollars Collected	\$ 50,902.64
Rural	26	Arrears at end of Month	\$ 9,306.85
Total Customers	1,866	Adjustments	\$ (1,369.81)
		Gallons Pumped	11,986,000
		Hydrant Flusing/Rental (unmetered)	0 (water leak)
Gallons Billed		Dollars Billed	
City	11,084,428		\$ 51,937.75
Rural	251,500		\$ 2,063.80
Total	11,335,928		\$ 54,001.55

SEWER DEPARTMENT REPORT

Customers Billed	1,786	Dollars Billed	\$ 64,217.75
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 64,217.75

Penalties Added	\$ 704.67
Dollars Collected	\$ 64,333.69
Arrears at end of Month	\$ 13,500.78
Adjustments	\$ 2,196.32
Gallons Treated per Million	10.10



Portland Light and Power Board EO Report

8/1/2013



Executive Summary:

This report summarizes the year to date activity of your EO programs implemented by Franklin Energy. If you have any questions, please do not hesitate to contact Franklin Energy.

Portland Light and Power Board Summary						
Application Count	kWh Goal	kWh Savings	% to Goal	Incentive Budget	Incentive	% to Budget
C&I Custom	45,122.00	17,205.50	38.13%	\$3,402.00	\$1,400.20	41.16%
Pipeline : 1		17,205.50	38.13%		\$1,400.20	41.16%
C&I Prescriptive	160,465.00	64,038.61	39.91%	\$12,508.28	\$3,023.50	24.17%
Pipeline : 1		24,366.00	15.18%		\$1,185.00	9.47%
Realized : 9		39,672.61	24.72%		\$1,838.50	14.70%
C&I Combined	205,587.00	81,244.11	39.52%	\$15,910.28	\$4,423.70	27.80%
Pipeline : 2		41,571.50	20.22%		\$2,585.20	16.25%
Realized : 9		39,672.61	19.30%		\$1,838.50	11.56%
Residential HVAC	5,834.00	6,090.00	104.39%	\$2,413.00	\$1,230.00	50.97%
Pipeline : 1		1,220.00	20.91%		\$240.00	9.95%
Realized : 6		4,870.00	83.48%		\$990.00	41.03%
Small Business DI	13,693.00	14,865.00	108.56%			
Realized : 7		14,865.00	108.56%			

C&I Paid Projects by Month							
Month Paid	Presc & Custom Apps	Prescriptive kWh	Custom kWh	Total kWh	Prescriptive Incentives	Custom Incentives	Total Incentives
June	5	25,928		25,928	\$998		\$998
July	2	8,873		8,873	\$612		\$612
2013 YTD	7	34,802	0	34,802	\$1,610	\$0	\$1,610
2013 Goals	-	160,465	45,122	205,587	\$12,508	\$3,402	\$15,910
% to Goal	-	21.69%	.00%	16.93%	12.87%	.00%	10.12%

Small Business Direct Install Program Goal Of 13,693.00 Annual kWh Savings												
Month	CFL 9W	CFL 13W	CFL 20W	CFL 23W	CFL SPC	LED Exit Sign	Pre-Rinse Sprayer	Program. T-Stat	Vend Mach Cntrls	# of Installs	Total kWh	kWh to Goal %
1/2013		5	7	82		1				7	14,865	108.56%
Totals		5	7	82		1				7	14,865	108.56%

Appliance Recycling & CFLs

Appliance Recycling Program

Appliance Recycling		kWh Goal: 51,072.00			
Unit	Units	kWh Savings	Incentive	\$/kWh	kWh % to Goal
Air Conditioners					
Dehumidifiers					
Freezers					
Refrigerators	9	11,349	\$450	\$0.04	22.22%
Totals	9	11,349	\$450	\$0.04	22.22%

CFL Installation		kWh Goal: 96,164.00			
Unit	Units	kWh Savings	Incentive	\$/kWh	kWh % to Goal
CFLs	720	26,712	\$0	\$0.00	27.78%

Marketing Efforts:**Completed Items**

- Forms and Brochures
 - Residential Program overview tri-fold brochure
 - C&I Program overview sell sheets
 - Small Business Installation form and tri-fold brochures
- Market segments targeted
 - A few projects for the city are possible.
 - Spent a fair amount of time following up on leads from customer inquiries.
 - Plan on going door to door to small businesses
- Trade Ally sales efforts
 - Working with Tim Cunningham to pursue the local schools and city for lighting projects
 - Began contacting HVAC contractors
- Technology focus
 - Early year efforts have been focused on lighting

Upcoming Items

- Market segments target
 - Focus on the small manufacturing/warehousing base
 - Schools and small business
- Trade Ally sales efforts
 - Identified and contact contractors and supply houses outside the immediate area
- Technology focus
 - HVAC service and retrofits
 - Lighting
 - Chiller tune up or compressed opportunities

Upcoming Events:

Potential to pass out CFLs for the Portland Wine and Walk

C&I Program Summary:

Customer	Status Date	kWh Savings	Incentive
C&I Custom		17,205.50	\$1,400.20
Work in Progress			
Walters-Dimmick Petroleum - 1501 E Grand River Avenue	6/28/2013	17,205.50	\$1,400.20
C&I Prescriptive		64,038.61	\$3,023.50
Epic Church - 1155 E Grand River Ave	6/17/2013	5,964.00	\$60.00

	Customer	Status Date	kWh Savings	Incentive
Paid	Portland Public Schools - Middle School 1100 Ionia Rd.	6/17/2013	1,706.30	\$120.00
	Portland Public Schools - Middle School 1100 Ionia Rd.	6/17/2013	10,318.00	\$212.50
	Portland United Methodist Church - 310 E Bridge St	6/17/2013	6,560.00	\$500.00
	Westside General Store - 751 W. Grand River Ave.	6/17/2013	1,380.00	\$105.00
	City Of Portland - Police Department - 773 E. Grand River	7/1/2013	1,365.04	\$96.00
	Rush Hour Studios - 143 Kent St	7/1/2013	7,508.46	\$516.00

Batched	Cheeky Monkeys - 176 Kent St.	7/17/2013	265.00	\$25.00
	Independent Bank - Portland - 1601 E Grand River Ave	7/17/2013	4,605.81	\$204.00

Work in Progress	Walters-Dimmick Petroleum - 1501 E Grand River Avenue	6/25/2013	24,366.00	\$1,185.00
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	Customer	Status Date	kWh Savings	Incentive
Residential HVAC			6,090.00	\$1,230.00

Paid	Arlene Challender - 1020 Brush St	3/18/2013	730.00	\$150.00
	Brad Pung - 6722 Mulder Dr	3/18/2013	1,220.00	\$240.00
	Gordon Hoppes - 634 Orchard Ct	3/18/2013	730.00	\$150.00
	Lyle Braley - 417 Detroit St	3/18/2013	730.00	\$150.00
	Steven Calley - 990 Marshall St	3/18/2013	730.00	\$150.00
	Ivan Lay - 7400 Ionia Rd	7/1/2013	730.00	\$150.00

Application Received	Kenneth Abbott - 8066 Diane Dr	7/29/2013	1,220.00	\$240.00
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Component Detail

Custom						
Account Number	Component	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Work In Progress						
10-08000-2	Walters-Dimmick Petroleum - 1501 E Grand River Avenue (custom)					
	Total Project Cost: \$					
	Install Complete:					
	Lighting			17,206.00		1,400.20

C&I Prescriptive						
Account Number	Component	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Paid						
17-00092-2	Epic Church - 1455 E Grand River Ave					
	Total Project Cost: \$ 120.00					
	Install Complete: 6/3/2013					
	LM13: - CFL < 30 watts	12	497.00	5,964.00	5.00	60.00
17-01700-1	Portland Public Schools - 1100 Ionia Rd					
	Total Project Cost: \$ 500.00					
	Install Complete: 5/21/2013					
	LM13: RW HPT8 Electronic	40	42.65	1,706.00	3.00	120.00
17-01700-1	Portland Public Schools - 745 Storz Ave.					
	Total Project Cost: \$ 987.00					
	Install Complete: 5/21/2013					
	LM13: - CFL (< 30W) - Replaces Incandescent	50	175.00	7,800.00	1.50	75.00
	LM13: 32W T8 to 28W Lamps	15	15.00	2,250.00	0.75	112.50
	LM13: Exterior HID < 175w to LED/Induction	1	268.00	268.00	25.00	25.00
06-03100-1	Portland United Methodist Church - 310 E Bridge St					
	Total Project Cost: \$ 1,027.44					
	Install Complete: 5/30/2013					
	LM13: LED Lamps < 20W	14	146.00	2,744.00	10.00	140.00
	LM13: LED MR16 < 10W	72	48.00	3,456.00	5.00	360.00
08-05900-1	Westside General Store - 751 W. Grand River Ave.					
	Total Project Cost: \$ 445.20					
	Install Complete: 5/13/2013					
	MM13: LED Grocery Case Lighting - MPPA	3	400.00	1,380.00	35.00	105.00
19-00070-1	City Of Portland - Police Department - 773 E. Grand River Ave					
	Total Project Cost: \$ 432.00					
	Install Complete: 6/10/2013					
	LM13: RW HPT8 Electronic	32	42.65	1,365.00	5.00	93.00
01-05100-5	Rush Hour Studios - 143 Kent St					
	Total Project Cost: \$					
	Install Complete: 6/1/2013					
	LM13: LED MR16 < 10W	50	45.00	2,250.00	5.00	250.00
	LM13: LED Lamps < 20W	20	19.00	3,800.00	10.00	200.00
	LM13: RW HPT8 Electronic	22	42.64	938.00	3.00	66.00

Batched						
01-01810-5	Cheeky Monkeys - 176 Kent St.					
	Total Project Cost: \$					
	Install Complete: 7/1/2013					
	LM13: LED MR16 < 10W	5	50.00	250.00	5.00	25.00
10-07600-1	Independent Bank - Portland - 1601 E Grand River Ave					
	Total Project Cost: \$ 1,996.50					

		Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
Batched						
	Install Complete: 6/22/2013					
	LM13: RW HPT8 Magnetic	58	67.74	4,606.00	3.00	204.00

Work In Progress

10-08000-2

Walters-Dimmick Petroleum - 1501 E Grand River Avenue

Total Project Cost: \$

Install Complete:

MM13: Anti-Sweat Heater Controls - MPPA

9 1,489.00 13,401.00 80.00 720.00

MM13: LED Grocery Case Lighting - MPPA

9 460.00 4,140.00 35.00 315.00

MM13: ECM Walk-In Cooler/Freezer - MPPA

5 1,365.00 6,825.00 30.00 150.00

Residential HVAC/Efficient Appliances

Account Number

Component

Total Qty kWh/Unit kWh Savings Incentive/Unit Incentive

Paid

04-06600-1

Arlene Challender - 1020 Brush St

Payment Date : 3/17/2013

Install Complete: 1/23/2013

Residential Furnace w/ECM MPPA 2013

1 730.00 730.00 150.00 150.00

12-14400-2

Brad Pung - 6722 Mulder Dr

Payment Date : 3/17/2013

Install Complete: 2/9/2013

Residential CAC - 15 SEER MPPA 2013

1 170.00 170.00 75.00 75.00

Residential Furnace w/ECM MPPA 2013

1 730.00 730.00 150.00 150.00

Residential T-Stat MPPA 2013

1 320.00 320.00 15.00 15.00

06-12200-1

Gordon Hoppes - 634 Orchard Ct

Payment Date : 3/17/2013

Install Complete: 1/31/2013

Residential Furnace w/ECM MPPA 2013

1 730.00 730.00 150.00 150.00

09-01900-1

Lyle Braley - 417 Detroit St

Payment Date : 3/17/2013

Install Complete: 1/10/2013

Residential Furnace w/ECM MPPA 2013

1 730.00 730.00 150.00 150.00

11-15800-5

Steven Calley - 990 Marshall St

Payment Date : 3/17/2013

Install Complete: 1/24/2013

Residential Furnace w/ECM MPPA 2013

1 730.00 730.00 150.00 150.00

13-03200-1

Ivan Lay - 7400 Ionia Rd

Payment Date : 6/30/2013

Install Complete: 9/18/2012

Residential Furnace w/ECM MPPA 2013

1 730.00 730.00 150.00 150.00

Application Received

13-07100-1

Kenneth Abbott - 8066 Diane Dr

Install Complete: 7/19/2013

Residential CAC - 15 SEER MPPA 2013

1 170.00 170.00 75.00 75.00

Residential Furnace w/ECM MPPA 2013

1 730.00 730.00 150.00 150.00

Residential T-Stat MPPA 2013

1 320.00 320.00 15.00 15.00

Small Business DI

Account Number

Component

Total Qty kWh/Unit kWh Savings Incentive/Unit Incentive

Work Complete

01-00700-3

Big D's Smoke Shop - 244 Kent St

Install Complete: 1/23/2013

23W CFL -SBDI 2013

10 156.00 1,560.00 0.00 0.00

Catherine Hoort Law Office - 230 Kent St

Install Complete: 1/23/2013

23W CFL -SBDI 2013

18 156.00 2,808.00 0.00 0.00

Work Complete

01-05200-1

	Total Qty	kWh/Unit	kWh Savings	Incentive/Unit	Incentive
LED Exit Sign -SBDI 2013	1	201 00	201 00	0.00	0.00
Clippers Hair Design - 1335 E Grand River					
Install Complete: 1/24/2013					
23W CFL -SBDI 2013	3	156 00	312 00	0.00	0.00
Kiebler Agency - 147 Kent St					
Install Complete: 1/24/2013					
23W CFL -SBDI 2013	14	156 00	2,184 00	0.00	0.00
Rush Framing - 143 Kent St					
Install Complete: 1/24/2013					
23W CFL -SBDI 2013	20	156 00	3,120 00	0.00	0.00
United Methodist Church - 310 E Bridge St					
Install Complete: 1/23/2013					
23W CFL -SBDI 2013	8	156 00	1,248 00	0.00	0.00
Willemin Chiropractic - 912 E Grand River					
Install Complete: 1/23/2013					
13W CFL -SBDI 2013	6	156 00	780 00	0.00	0.00
20W CFL -SBDI 2013	7	156 00	1,092 00	0.00	0.00
23W CFL -SBDI 2013	10	156 00	1,560 00	0.00	0.00

Renewable Energy Annual Report

Revised April 2013

Electric Provider: **Portland Light and Power Board**

Reporting Period: Calendar Year 2012

- Section 51(1) of 2008 PA 295 requires the filing of this document with the Michigan Public Service Commission.
- Many of the requested figures are available from MIRECS reports; names of which are noted within this template. If your figures agree with those within MIRECS, you may submit the MIRECS report as an attachment to this annual report. If your figures differ from those within MIRECS, please explain any discrepancies. Staff from the MPSC and MIRECS Administrator, APX, Inc., are available to help reconcile.

Section 51(1).

Within this section, list and describe actions taken by the electric provider to comply with the renewable energy standards.

a. Filings to the Commission (case numbers)

U-16629

b. Summary of actions taken during reporting period

The primary source of RECs is participation in the Michigan Public Power Agency (MPPA) Landfill Gas Project (Granger and North American Natural Resources (NANR) Projects). These projects will utilize landfill gas for electric power generation from a variety of locations in Michigan and possibly in neighboring states.

Section 51(2)(a).

Within this section, list the type of and number of energy credits (either renewable energy credits or incentive renewable energy credits) obtained and the MWh of electricity generated or otherwise acquired during the reporting period. Distinguish between different vintages (years) obtained.

Credits From	Renewable Energy Credits	Incentive Credits	MWh Electricity Generated/Acquired
Existing, Co. Owned, pre PA 295			
Built, Co. Owned (post PA 295)	1,856	177	1,856
Contracted (credits only)			
Contracted (energy and credits)	477	68	478
Total Credits acquired	2,333	245	2,334

This data may be found in MIRECS reports titled: My Generation Report and My Credit Transfers.

Explain any differences between total credits acquired and the sum of the first four rows above.

RECS differ due to rounding of MWH numbers
--

Within this section, list the type of and number of energy credits (either renewable energy credits or incentive renewable energy credits) sold, traded or otherwise transferred during the reporting period.

Credit no longer owned	Renewable Energy Credits	Incentive Credits	List sub-account name (indicate compliance year)
Sold, traded or otherwise transferred			NA
Expired (not in compliance sub-account)			NA
Moved to compliance sub-account ¹			

¹Report separate compliance sub-accounts on different rows.

This data may be found in MIRECS reports titled: My Sub-Accounts (filtered by Michigan eligibility and its end date) and My Credit Transfers.

Within this section, report the total inventory of energy credits at the end of the reporting period. Inventory shall be reported by vintage year and not include credits within the current reporting year compliance sub-account.

Renewable Energy Credits	Incentive Credits	Advanced Cleaner Energy Credits
6,420	913	0

This data may be found in the MIRECS report titled: My Credit Breakdown.

Section 51(2)(b).

Within this section, list the number of advanced cleaner energy credits obtained and the MWh of advanced cleaner energy generated or otherwise acquired during this reporting period.

Credits From	Advanced Cleaner Energy Credits	MWh Electricity Generated/Acquired
Existing, Co. Owned, pre PA 295		
Built, Co. Owned (post PA 295)		
Contracted (credits only)		
Contracted (energy and credits)		
Total Credits acquired		

This data may be found in MIRECS reports titled: My Generation Report and My Credit Transfers.

Did the percentage limits in Section 27(7) affect development of advanced cleaner energy by the electric provider? How so?

--

Section 51(2)(c).

Within this section, list each renewable energy system (RES) and advanced cleaner energy system (ACES) owned, operated or controlled by the electric provider. List the capacity of each system, the amount of electricity generated by each system and the percentage of electricity which was generated from renewable energy (RE) or advanced cleaner energy (ACE).

System Name ¹	System Type (RES or ACES)	Nameplate Capacity (MW)	Electricity Generated (MWh)	% of Electricity generated by RE/ACE
Portland Hydro	RES	375	1,856	100

¹System name should agree with the project name listed within MIRECS.

This data may be found in the Project Management module within MIRECS.

Within this section, list the renewable energy system (RES) and advanced cleaner energy systems (ACES) the electric provider is purchasing energy credits from. These include purchase power agreements. However, unbundled (credit only) purchases do not need to be listed here. Projects (generators) serving multijurisdictional electric providers should be listed here.

System Name	System Type (RES or ACES)	Electricity Purchased (MWh)	Energy Credits Purchased ¹	Allocation Factor and Method
Landfill Gas Project – Granger	RES	443	442 REC 62 IREC	Percentage – 8.13%
Landfill Gas Project – NANR*	RES	35	35 REC 6 IREC	Percentage – 8.13%

*NANR RECs for months of November and December are estimated since they have not yet been received.

¹Distinguish between different types of credits.

Allocation Factor and Method: For use if 100% of system output is not purchased. For instance, a system selling to multiple parties: list how the energy and credits are allocated – if by percentage, list the percentage as well.

Allocation Factor and Method: If used by multijurisdictional electric providers please include which percentage of energy and credits are to be distributed to Michigan (list allocation method as well, for example: system load).

Section 51(2)(d).

Within this section, list whether, during the reporting period, the electric provider entered into a contract for, began construction on, continued construction of, acquired, or placed into operation a renewable energy (RE) system or advanced cleaner energy (ACE) system.

System Name ¹	Resource (technology, RE/ACE)	Nameplate Capacity (MW)	Construction start date or acquisition date	Commercial operation date	Owned by electric provider?

¹System name should agree with the project name listed within MIRECS.

Dates may be forecast.

Section 51(2)(e).

Within this section, list the total expenditures incurred during the reporting period to comply with the renewable energy standards. Also, electric providers with an approved or planned renewable energy surcharge (as per Section 45), list the incremental cost of compliance (ICC) incurred during the reporting period.

Total Transfer Cost for 2012	Total ICC for 2012
\$8,266	\$8,266

Transfer Cost: The component of renewable energy and capacity revenue recovered from PSCR clause.

Capital Expenditures for 2012
0

Capital Expenditure: An investment in a renewable energy capital asset.

List the forecasted total expenditures for the remaining plan period. Also, electric providers with an approved or planned renewable energy surcharge (as per Section 45), list the forecasted incremental cost of compliance (ICC) for the remaining plan period.

Forecast of total remaining expenditures for the residual plan period of 2013-2029	Forecast of the ICC for the remaining plan period (2013-2029)
0	-\$160,659

Total Expenditures: ICC + Transfer Cost

Section 51(2)(f).

Within this section, list the method and the retail sales in MWh for the reporting period.

List the Method: either average of 2009-2011 retail sales or the 2011 weather normalized retail sales.

Average of 2009-2011 retail sales

The method chosen should be consistent with the method approved in the initial plan case from 2009. All sales are retail (net of wholesale).

(A) List the sales in MWh based on the method selected above. Please show the calculation of this figure (including listing the sales of each year if the three year average method is used).

$(35,301 + 36,234 + 36,585)/3 = 36,040$

(B) Inventory: List the number of non-expired energy credits available after submittal of the 2012 MIRECS compliance report. These energy credits may have 2010, 2011 and 2012 vintages. Do not include credits within the 2012 compliance sub-account. This number may differ from the inventory figure given in **Section 51(2)(a)** above. List green pricing program, energy optimization and advanced cleaner energy credits separately and only if they are to be used for RPS compliance in a future year.

5,853

(C) 2012 Renewable Energy: List the number of energy credits with a 2012 vintage. Include 2012 vintage energy credits used for compliance in 2012 as well as those 2012 vintage energy credits not yet used for compliance. Again, take into account green pricing program credits and energy optimization or advanced cleaner energy credit substitutions with a 2012 vintage.

List credits from energy generated during 2012
2,578

Calculate the estimated renewable energy percentage. Figure above (C) divided by sales in MWh above (A).

Estimated Renewable Energy Percentage based on 2012 vintage energy credits (C divided by A)
7%

(D) Compliance: List the energy credits used for compliance for the 2012 compliance year. This number should agree with the compliance requirement listed in the 2012 compliance subaccount in MIRECS.

Take into account any energy optimization or advanced cleaner energy credit substitutions and limits on their use.

2,118

Calculate the renewable energy percentage. Figure above divided by sales in MWh above (D divided by A).

5.9%

Does the "energy credits used for compliance in this reporting year" figure above include any credits representing energy generated within 120 days after the start of the next calendar year? Yes/No.

No

If yes, how many credits from 2013 generation are included?



Portland Area Ambulance

773 E. Grand River Ave. Portland, MI 48875

(517)647-2935 Fax (517)647-2940

Monthly Ambulance Report

The month of August has continued on the busy streak. As of this writing we've done 73 calls for the month and have a couple days left. This is the 3rd month in a row over 72 calls. At this current pace we would exceed last year's numbers by approximately 65-70 calls.

We had our inspection on August 22nd from the State of Michigan to become an educational facility. It went very well; the inspector was in and out well under what was anticipated. She commented that this was one of the best out together inspections she had been through. Brad Chartrand handled most of it and deserves a big kudos for his efforts put forth.

One of the part time paramedic's I recently hired has confirmed to me that he is moving into town in September. This will strengthen our ability to keep all our trucks at the Advanced level as they respond on calls for service.

In my June report I advised of three volunteers who were close to completing their paramedic training. They have completed it and two of the three have passed and will be filing paperwork to take the state exam hopefully in September.

Rotating the ambulances has been working out well. With the call volume increase we are avoiding a significant amount of miles on the new engine we put in Ambulance 44. So far since the engine was put in 7 months ago we have accumulated only 15,000 miles on it. This is well under the typical yearly mileage of around 50,000 miles a truck running 1st out would see.

Respectfully submitted,

Phil Gensterblum

Ambulance Director

City of Portland Ambulance



Portland Area Ambulance

773 E. Grand River Ave. Portland, MI 48875

(517)647-2935 Fax (517)647-2940

Monthly Code/Zoning Report

Lawns have been getting maintained pretty well lately, only a handful of notices regarding lawns were sent this month. All complied except for one that the DPW mowed. Signs in the right of way haven't been too much of a problem however on August 23rd I believe I picked up 14 signs alone on that day. We had one residence that was given notice for three cars that they had that were discovered unlicensed. All were removed within their specified date that they were given. They also have cleaned up their property that we asked about as well.

Zoning has had a couple small projects going on. The biggest Zoning issue right now is the trailer park at 926 Hill St. Mr. Weiss would like to bring in some newer trailers and remove some of the old vacant trailers up there. Tom is working on an agreement we reached with them to get this accomplished. We will hopefully see at least three of the old trailers removed by the end of the year.

There are two residents on Quarterline St. looking at a lot split with the Planning Commission as I believe Council is aware of.

Phil Gensterblum

Deputy Zoning Administrator/Code Enforcement Officer



FLEIS & VANDENBRINK

ENGINEERING, INC.

Offices in Michigan and Indiana

June 3, 2013

Mr. Chris Christensen
DEQ Grand Rapids District Office, RRD
350 Ottawa NW
Grand Rapids, MI 49503

Re: **Status Report of Corrective Actions Related to Diesel Fuel Release - 2013**
City of Portland, Board of Light and Power (BLP)
723 East Grand River Avenue
Portland, Michigan 48875-1474

Dear Mr. Christensen:

On behalf of the City of Portland, this report was prepared by Fleis & VandenBrink Engineering, Inc. (F&V) to provide you with a status of the corrective actions conducted for the above referenced diesel fuel release since last reported in June of 2012. This Status Report is divided into the three primary ongoing activities:

1. Monitoring
2. Granular Activated Carbon Treatment and Free Product Recovery System
3. System and Work Plan Modifications

Additionally, an updated Work Plan for Continued Actions is included.

1. Monitoring

- Sampling of selected down gradient monitoring wells (MW-1, MW-2, MW-6, MW-7 and MW-8) was conducted on September 19, 2012 and April 26, 2013 for BTEX and TMBs using Low Flow sampling methods. A summary of groundwater results are included in Table 1. As indicated in the summary table, BTEX/TMB concentrations in these down gradient wells have been below the laboratory detection limits for this reporting period with the exception of MW-8 on September 2012 with Benzene reported at 9.7 ppb.
- Surface water located in the Old Channel Pond was sampled during the April 2013 sampling event. Laboratory analysis reported volatiles (BTEX & TMBs) below the detection limits.
- Static water and free product elevations are included in Table 2. Graphs 1, 2 and 3 are included to illustrate the correlation between free product and groundwater elevations at recovery wells (RMW-4, RMW-5 and RMW-10).

Recovery pumps (AutoPumps) continue to operate in RMW-4 and RMW-10, located near the presumed release area. The increased cone of depression near the recovery well pumps continues to result in an increase in product thickness being observed in these wells. Free product which collects in the recovery wells is transferred by the AutoPumps directly to the building's sump and then pumped into the product collection system where it is disposed.

- Graphs 4 and 5 illustrate the static water elevations in nearby monitoring wells (MW-1 and MW-8) since 2008.
- Potentiometric surface map, based on measured depth to water during the April 2013 sampling event is illustrated in Figures 1.

2. Granular Activated Carbon (GAC) Treatment and Free Product Recovery System

- Carbon vessels have been meeting objectives since the last carbon "change out" on February 28, 2012, with no indications of VOCs migrating past the first carbon vessel. Laboratory analysis of water samples collected from the GAC system are summarized in Table 3.
- Approximately 1,360,150 gallons of water has been treated from the groundwater sump AutoPumps systems as recorded from April 27, 2012 to March 31, 2013. This brings the total volume treated to 8.6 MG.
- Approximately 94 gallons of diesel free product was recovered from the building sump during this reporting period. Based on current operation of the sump drain tile located below the building and recovery pumps located in RMW-4 and RMW-10, it has been determined that a majority of the product is being collected and recovered by the AutoPumps located in the recovery wells. Approximately 79 gallons of free product was recovered from RMW-10 and 15 gallons from RMW-4 as recorded from April 2012 to April 2013.
- Accumulative free product recovered is currently at 1,734 gallons.

3. System and Work Plan Modifications since June 2012

- During the September 2012 sampling event it was discovered that the AutoPumps located in RMW-4 and RMW-10 were not functioning properly due to sediment and bio material blockage in the transfer line between the pumps and the basement sump. Subsequently, the transfer line was replaced and the pumps were removed, cleaned, and reinstalled.

4. Work Plan for Continued Actions

The BLP plans to continue corrective actions and progress monitoring as described above. The next status report will be prepared and submitted to the MDEQ after the May/June 2014 sampling event.

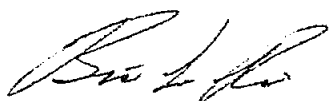
If you need additional information, please contact me or Tom Dempsey.

Sincerely,

FLEIS & VANDENBRINK ENGINEERING, INC.



Eric Walters, CPG
Project Manager



Brian Rice, PE
Environmental Group Manager

Attachments

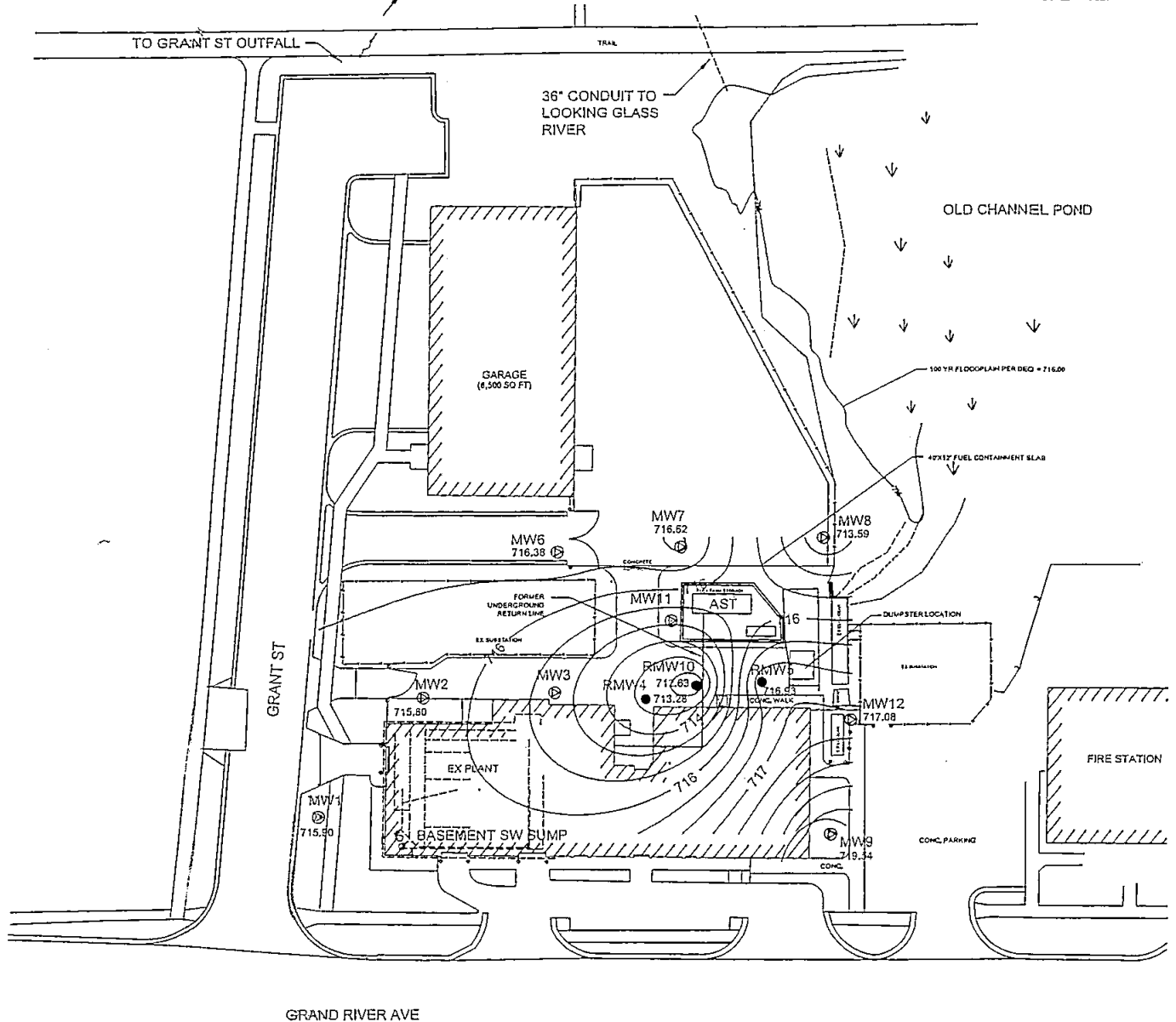
Figure 1: Potentiometric Surface – April 20, 2011
Table 1: Groundwater Analytical Results Summary
Table 2: Static Water / Free Product Data
Table 3: Carbon Treatment System Analytical Results Summary
Graph 1: Free Product Elevation vs. Groundwater Elevation (RMW-4)
Graph 2: Free Product Elevation vs. Groundwater Elevation (RMW-5)
Graph 3: Free Product Elevation vs. Groundwater Elevation (RMW-10)
Graph 4: Groundwater Elevation (MW-1)
Graph 5: Groundwater Elevation (MW-8)
September 19, 2012 TriMatrix Laboratory Report
April 26, 2013 TriMatrix Laboratory Report

cc: Tom Dempsey, Portland City Manager
Mike Hyland, Portland BLP Superintendent



NORTH

0 20 40
SCALE IN FEET



LEGEND

- ⊙ MONITORING WELL (MW) LOCATIONS
- PRODUCT RECOVERY WELL (RMW) LOCATIONS
RECOVERY PUMPS LOCATED IN RWM-4 AND RMW-10
- FOOTING DRAINS TO STORM SUMP
- FLOOR DRAINS TO GREASE TRAP AND SAN SUMP
- ~ WATER TABLE CONTOUR (April 13, 2011)

CITY OF PORTLAND
BOARD OF LIGHT & POWER
IONIA COUNTY, MICHIGAN

POTENTIOMETRIC SURFACE
April 26, 2013

June 2013

FIGURE 1

802050



AECOM
5555 Glenwood Hills Parkway SE, Suite 300
Grand Rapids, Michigan 49512
www.aecom.com

616 942 9600 tel
616 940 4396 fax

August 16, 2013

Mr. Chris Freiburger
FERC Project Coordinator
Michigan Department of Natural Resources
Fisheries Division
Stevens T. Mason Building
530 West Allegan
Lansing, MI 48909

Mr. Burr Fisher
Fish and Wildlife Biologist
U.S. Department of the Interior
Fish and Wildlife Service
2651 Coolidge Road
East Lansing, MI 48823-6316

RE: Portland Municipal Dam, FERC License #11616
Nuisance Plant Monitoring 2013

Dear Mr. Freiburger and Mr. Fisher:

The City of Portland owns and operates the Portland Municipal Dam, a small hydroelectric dam on the Grand River just north of Portland, Michigan (project). The City obtained a license from the Federal Energy Regulatory Commission (FERC) on June 20, 2001 for this project. Article 412 of the FERC license requires the City to prepare and implement a *Nuisance Plant Monitoring Plan* for the project.

On behalf of the City of Portland, AECOM filed the Nuisance Plant Monitoring Plan on June 10, 2002. The FERC approved the plan on July 23, 2002. The plants of concern are purple loosestrife (*Lythrum salicaria*) and Eurasian water-milfoil (*Myriophyllum spicatum*). Purple loosestrife is an emergent wetland plant. Purple loosestrife provides poor wildlife habitat and can be an aggressive weed that prevents more desirable plants from growing. Eurasian water-milfoil is a submerged aquatic plant. It can form dense growths which may prevent other more desirable plants from growing, and interferes with boating. Neither species is native to North America. Both species are common in the area.

This letter presents the 12th annual report pursuant to the *Nuisance Plant Monitoring Plan* for the Portland Municipal Dam. The results from the annual inspections must be submitted to the Michigan Department of Natural Resources (MDNR) and the U.S. Fish and Wildlife Service (USFWS) by December 31st each year.

Nuisance plant populations were monitored by visually inspecting the project area from a small boat and on foot. The location and relative abundance of purple loosestrife and Eurasian water-milfoil were recorded on a project area map. *Michigan Flora*, by Dr. Edward L. Voss, was used as the primary taxonomic guide. The visual inspection was completed on August 9, 2013. The weather was warm and clear, with a slight breeze. The water was turbid, and it was not possible to see the bottom in most areas. The high turbidity may limit growth of water-milfoil except in shallow water.

The impoundment's water level was high at the time of the survey because the flashboards on the dam were in place. Some areas, including the "slough," that were exposed mudflats in 2012 had approximately 1.5 feet of water in 2013.

Figure 1 presents the nuisance plant monitoring results for 2013. Impoundment, tail water and plant photographs are attached.

AECOM

Mr. Chris Freiburger, MDNRE
Mr. Burr Fisher, US Dept. of the Interior
August 16, 2013
Page 2

Eurasian water-milfoil can form dense surface mats that interfere with boating and wildlife, but such dense mats were not observed. Eurasian water-milfoil plants were common in shallow water areas in the slough and on the north side of the impoundment, but did not form dense mats. The milfoil was tangled with filamentous algae mats.

Fewer purple loosestrife plants were observed in 2013 than in 2012. Isolated loosestrife plants were observed on the impoundment's south side, and were slightly more common in this area than in 2012. This area is residential, consisting mostly of lawn except at the river's edge. A fairly dense, but narrow band of loosestrife was observed along the south shore of the island upstream of the dam in 2012, but there were many fewer plants in this area in 2013. Some scattered plants were visible growing on the river's south shore in the tail water downstream of the power house and a small group of loosestrife plants was present on a gravel bar between the tailwater and the spillway. Loosestrife plants were not observed upstream of the island in the impoundment.

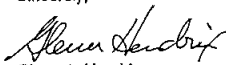
Wildlife observed included great blue herons, great egret, red-tailed hawk, painted turtles, eastern kingbird, crows, cardinals, bluejay, tree swallows, white throated sparrow, warbling veeiro, chickadee, and song sparrows. Large European carp were observed in the impoundment.

License Article 412 for the Portland Municipal dam specifies if at any time during the license term, the USFWS or the MDNR demonstrates purple loosestrife or Eurasian water-milfoil is significantly affecting fish and wildlife populations at the project and the FERC agrees with those determinations, the Commission may require the licensee to cooperate with the USFWS and MDNR to undertake reasonable measures to control or eliminate these weeds in project waters.

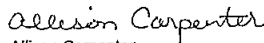
AECOM concludes Eurasian water-milfoil and purple loosestrife were not present in sufficient numbers or density to significantly affect fish and wildlife populations or interfere with recreational activity at the project. A study of the fish community in the impoundment was completed as part of the license application, and this study concluded a very diverse fish community is present in the impoundment and tail water. The project area is used by a variety of wildlife. The diverse fish community, wildlife presence and lack of extensive growth for either nuisance plant species indicates these plants are not significantly affecting fish and wildlife populations at this time.

If you have additional questions or concerns, please contact Glenn Hendrix at (516) 942-9600.

Sincerely,



Glenn A. Hendrix
Senior Scientist



Allison Carpenter
Project Engineer

Enclosures

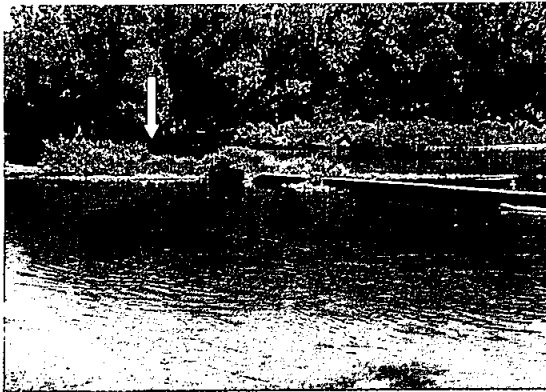
c: Ms. Kimberly D. Bose, Secretary, Federal Energy Regulatory Commission (8 copies, UPS)
Mr. Thomas Dempsey, City Manager (US Mail)
Mr. Michael Hyland, City Superintendent (US Mail)
File, AECOM



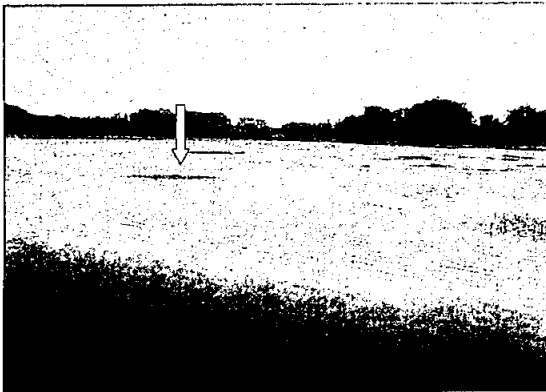
1. Portland Municipal Dam.



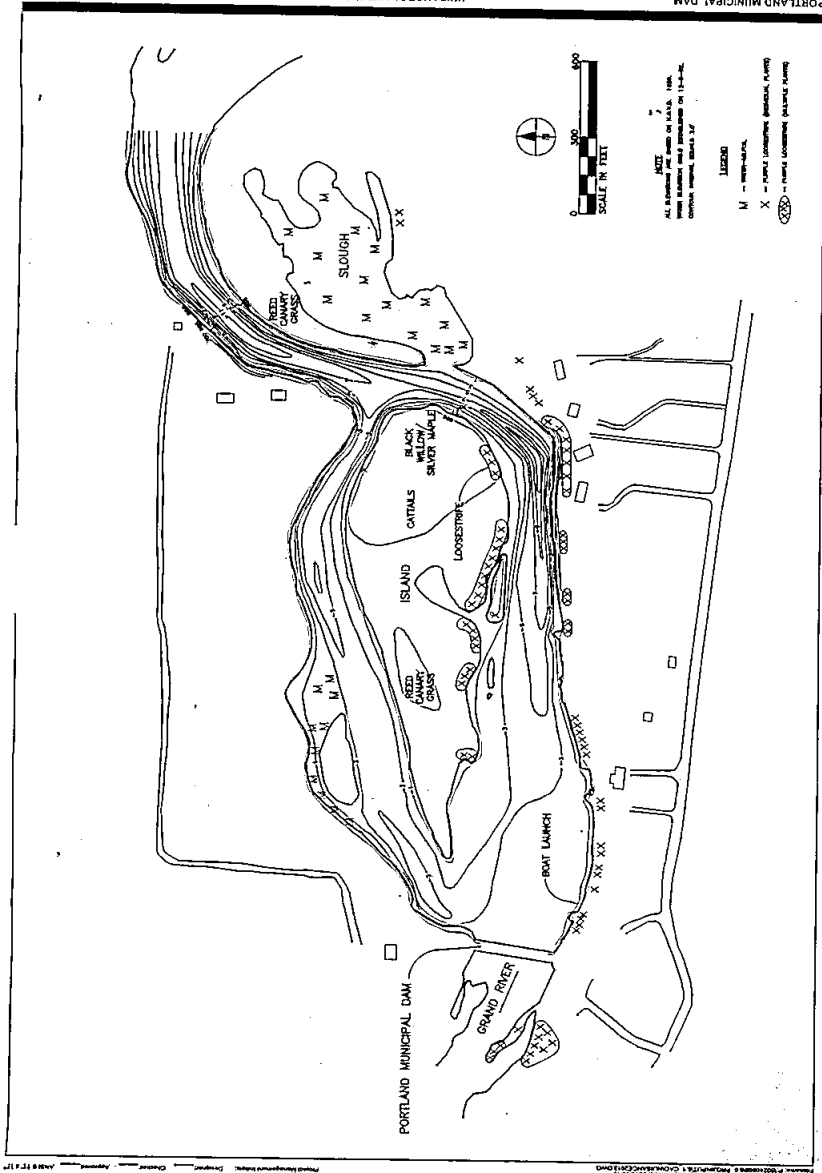
2. Eurasian milfoil plants growing to surface in slough area. The milfoil is tangled with filamentous algae. The water is approximately 1.5 feet deep.



3. Scattered purple loosestrife plants downstream of dam (arrow points to loosestrife plants).



4. South side of Portland Impoundment. The emergent plants (arrow) are *Potamogeton* sp.





2512 Lansing Road
Charlotte, Michigan 48813

August 16, 2013

Tom Dempsey, City Manager
City of Portland
259 Kent St.
Portland, MI 48875

This letter is to notify you that effective September 17, 2013, CBET (a Canadian Broadcasting Corporation station) will no longer be available on the WOW! lineup on channels 2 and 158. This programming is being dropped due to contractual obligations.

Regards,

A handwritten signature in black ink, appearing to read "C Andersen".

Christian Andersen
System Manager
candersen@wideopenwest.com
517.319.3150

IONIA COUNTY BOARD OF COMMISSIONERS
"Collaborating For Safe, Strong and Healthy Communities"

Agenda
August 27, 2013
7:00 p.m.

Portland City Hall

- I. Call to Order
- II. Pledge of Allegiance
- III. Invocation
- IV. Approval of Agenda
 - A. Consideration of additional items
- V. Public Comment
(3 minute time limit per speaker – please state name/organization)
- VI. Did You Know?
- VII. Action on Consent Calendar
 - A. Approve minutes of the previous meeting(s)
 - B. Approve per diem and mileage
 - C. Approve payment of General Fund payroll and accounts payable for the month of July 2013 - \$1,099,470.04
 - D. Approve payment of Health Fund bills - \$104,613.45
 - E.
- VIII. Unfinished Business
 - A.
- IX. New Business
 - A. Resolution Designating the Building Official for Ionia County
 - B. Request to Fill Vacant Assistant Prosecuting Attorney Position
 - C. Proposed Amendment to Community Corrections By-Laws
 - D. Request for Approval of Secondary Road Patrol and Traffic Accident Prevention Program Application
 - E. Approval of FAA Terms and Conditions of Accepting Airport Improvement Program Grants
 - F. Request for approval of MDOT Grant Agreement
 - G. 2014 Budget Recommendation
 - H.

- X. Reports of Officers, Boards, and Standing Committees
 - A. Chairperson
 - B. County Administrator
- XI. Reports of Special or Ad Hoc Committees
- XII. Public Comment (3 minute time limit per speaker)
- XIII. Executive Session
- XIV. Adjournment

Board and/or Commission Vacancies

- Community Corrections Advisory Board – Criminal Defense Attorney Representative Position (no expiration date).
- Community Mental Health Services Board – One three-year term expiring March 2014.
- Comprehensive Economic Development Strategy Committee – Two one-year terms expiring in December 2013. One Public Representative and one Private Sector Representative.

Appointments for consideration in the month of September 2013:

- *Commission on Aging Board* – Two three-year terms.

Appointments for consideration in the month of October 2013:

- *Construction Board of Appeals* – Six two-year terms, one of which serves as an alternate member.
- *Department of Human Services Board* – One three-year term.

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION

NOTICE OF HEARING
FOR THE GAS CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-16924-R

- Consumers Energy Company requests Michigan Public Service Commission approval to reconcile its gas cost recovery costs and revenues for the 12-month period of April 1, 2012 through March 31, 2013.
 - The information below describes how a person may participate in this case.
-
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201, (800) 477-5050 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
 - The first public hearing in this matter will be held:

DATE/TIME: September 10, 2013, at 9:00 a.m.
This hearing will be a prehearing conference to set future hearing dates and decide other procedural matters.

BEFORE: Administrative Law Judge Sharon L. Feldman

LOCATION: Constitution Hall
525 West Allegan
Lansing, Michigan

PARTICIPATION: Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. ~~Persons needing any accommodation to participate should~~ contact the Commission's Executive Secretary at (517) 241-6160 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a public hearing to consider Consumers Energy Company's (Consumers Energy) June 28, 2013 application to reconcile its gas cost recovery (GCR) costs and revenues for the 12-month period April 1, 2012 through March 31, 2013. Consumers Energy has calculated that it has a total underrecovery for the 2012-2013 GCR period of approximately \$22 million, which is subject to the roll-in treatment described in the Company's tariff, Rule C7.2. The calculated amount reflects an underrecovery for the GCR period of approximately \$22.7 million less accrued interest owed by Consumers Energy to customers for the GCR period, pursuant to Act 304, of approximately \$0.7 million.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 241-6180 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by September 3, 2013. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's Legal Department – Regulatory Group, One Energy Plaza, Jackson, Michigan 49201.

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 his or her wish to make a statement of position. All information submitted to the Commission in this matter becomes public information: available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private.

Requests for adjournment must be made pursuant to the Commission's Rules of Practice and Procedure R 460.17315 and R 460.17335. Requests for further information on adjournment should be directed to (517) 241-6060.

A copy of Consumers Energy's request may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Consumers Energy Company, One Energy Plaza, Jackson, MI. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 241-6180.

The Utility Consumer Representation Fund has been created for the purpose of aiding in the representation of residential utility customers in 1982 P.A. 304 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 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1982 PA 304, as amended, MCL 460.6h et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and the Commission's Rules of Practice and Procedure, as amended, 1999 AC, R 460.17101 et seq.

[THE MICHIGAN PUBLIC SERVICE COMMISSION MAY GRANT OR DENY CONSUMERS ENERGY'S GAS COST RECOVERY RECONCILIATION AND OTHER PROPOSALS IN WHOLE OR IN PART, AND MAY APPROVE LESSER OR GREATER AMOUNTS THAN THOSE REQUESTED.]

August 19, 2013

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION

* * * * *

In the matter of the Commission's own motion,)
regarding the regulatory reviews, revisions,)
determinations, and/or approvals necessary for)
HomeWorks Tri-County Electric Cooperative to)
fully comply with Public Act 295 of 2008.)
_____)

Case No. U-17373

NOTICE OF OPPORTUNITY TO COMMENT

On March 15, 2013, April 2, 2013, and May 2, 2013, the Michigan Public Service Commission (Commission) ordered HomeWorks Tri-County Electric Cooperative to file an energy optimization plan on or before August 1, 2013 to comply with the "Clean, Renewable and Efficient Energy Act" (2008 PA 295, MCL 460.1001, et seq.) in Case No. U-17373. On July 30, 2013, HomeWorks Tri-County Electric Cooperative filed its application for an Energy Optimization Plan with the Commission.

Any interested person may review the filed Energy Optimization Plan on the MPSC website under Case No. U-17373 at: michigan.gov/mpscdockets and at the offices of HomeWorks Tri-County Electric Cooperative, 7973 E. Grand River, Portland, Michigan or at the office of the Commission's Executive Secretary, 4300 W. Saginaw, Lansing, Michigan 48917, between the hours of 8 a.m. and 12 p.m. and 1 p.m. and 5 p.m., Monday through Friday.

Written and electronic comments may be filed with the Commission and must be received no later than 5:00 p.m. on October 6, 2013. Written comments should be sent to the: Executive Secretary, Michigan Public Service Commission, P.O. Box 30221, Lansing, Michigan 48909, with a copy mailed to HomeWorks Tri-County Electric Cooperative, 7973 E. Grand River, Portland, Michigan 48875. Electronic comments may be e-mailed to: mpscdockets@michigan.gov. All comments should reference Case No. U-17373. Comments

received in this matter will become public information, posted on the Commission's website, and subject to disclosure. Please do not include information you wish to remain private.

The *Commission* will review the energy optimization plan together with any filed comments and provide a response indicating any revisions that should be made. If the Commission suggests revisions, HomeWorks Tri-County Electric Cooperative will file a revised EOP plan. A Commission order will be issued following the filing of the application.

HOMWORKS TRI-COUNTY ELECTRIC COOPERATIVE