



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

7:00 P.M. Monday, August 7, 2017
City Council Chambers
City Hall, 259 Kent St., Portland Michigan

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:00 PM	I. <u>Call to Order</u>	
7:01 PM	II. <u>Pledge of Allegiance</u>	
7:02 PM	III. <u>Acceptance of Agenda</u>	Decision
7:03 PM	IV. <u>Motion to Excuse Council Member Johnston</u>	Decision
7:05 PM	V. <u>Public Comment</u> (5-minute time limit per speaker)	
7:07 PM	VI. <u>City Manager Report</u>	
	VII. <u>Presentations</u>	
7:10 PM	A. Michael McGeehan, President of GRP Engineering – 2016	
7:20 PM	Coordination Study of Electric Department	
	B. DDA/Main Street Director Conner Wellman – Downtown Report	
	VIII. <u>Public Hearing(s)</u> – None	
	IX. <u>Old Business</u> – None	
	X. <u>New Business</u>	
7:25 PM	A. Proposed Resolution 17-66 Approving the Recommendation of the	Decision
	Board of Light and Power to Approve the Purchase of Supplies and	
	Material and Proposal from GRP Engineering to Assist with the	
	Implementation of the Project Related to the 2016 System	
7:28 PM	Coordination Study	Decision
	B. Proposed Resolution 17-67 Approving, Authorizing, and Directing	
	The Mayor to Sign the Joint Funding Agreement for the Operation of	
7:30 PM	A Streamgaging Station	Decision
	C. Proposed Resolution 17-68 Confirming the Mayor’s Appointments to	
	City Boards and Commissions	
7:32 PM	XI. <u>Consent Agenda</u>	Decision
	A. Minutes & Synopsis from the Regular City Council Meeting	
	held on July 17, 2017	
	B. Payment of Invoices in the Amount of \$77,835.97 and Payroll in the	
	Amount of \$107,127.93 for a Total of \$184,963.90	
	C. Purchase Orders over \$5,000.00	
	1. Visco in the Amount of \$11,112.00 for Cast Iron Street Lights	
	(Purchase through the DDA)	

**Estimated
Time**

**Desired
Outcome**

XII. Communications

- A. Boards and Commission Application from Randy Hodge
- B. Splash Pad Proposal from Fleis & VandenBrink
- C. DDA Minutes for June 29, 2017
- D. DDA Treasurer's Report for July 20, 2017
- E. Utility Billing Reports for June 2017
- F. Water Department Report for July 2017
- G. Police Department Report for April, May and June 2017
- H. Ionia County Board of Commissioners Agenda for July 25, 2017
- I. MPSC Notice of Hearing for Consumers Energy

XIII. Other Business - None

XIV. City Manager Comments

XV. Council Comments

XVI. Adjournment

7:35 PM

7:40 PM

7:45 PM

7:50 PM

Decision

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 17-66

A RESOLUTION APPROVING THE RECOMMENDATION OF THE BOARD OF LIGHT AND POWER TO APPROVE THE PURCHASE OF SUPPLIES AND MATERIAL AND PROPOSAL FROM GRP ENGINEERING TO ASSIST WITH THE IMPLEMENTATION OF THE PROJECT RELATED TO THE 2016 SYSTEM COORDINATION STUDY

WHEREAS, the GRP Engineering conducted a system coordination study for the Electric Department and completed the study in the fall of 2016. Based on the study, GRP provided various recommendations to improve system reliability, including but not limited to, installing 24 fault interrupting switches and 4 SEL-35R controllers at various locations within the service area; and

WHEREAS, at its regularly scheduled meeting on July 18, 2017, the Board of Light and Power voted to recommend that City Council approve the purchase of 24 fault interrupters, 4 SEL-35R controllers, and proposal from GRP Engineering to assist with implementation for the estimated amount of \$400,140.00, a memo from the Electric Superintendent and proposals are 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 purchase 24 fault interrupters, 4 SEL-35R controllers, and proposal from GRP Engineering to assist with implementation for the estimated amount of \$400,140.00, a memo from the Electric Superintendent and proposal are 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: August 7, 2017

Monique I. Miller, City Clerk

**Exhibit
A**

City of Portland
Board of Light & Power
723 E. Gd. River Ave.
Portland, Mi. 48875

July 26th, 2017

TO:City Council, City Manager

Re: Recommendations from the Board of Light & Power

At the Light & Power Board meeting on July 18th, 2017, the Light & Power Board discussed the coordination study from GRP Engineering. The study was completed in the fall of 2016. President, Michael McGeehan, from GRP Engineering was present to answer any questions and explain the next phases of executing the recommendations that the study identified.

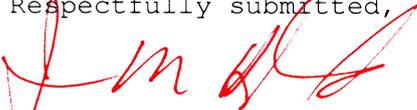
#1-Purchase and install 24 fault interrupters around our electric system, at a cost(of the fault interrupters) of \$14,860. each.-----\$ 356,640.00

#2-Purchase and install 4 SEL-35R controllers on the circuit reclosers behind the generation plant, at an estimated cost of \$5500. each, plus cables, grounding amd misc. hardware at needed, for an estimated total of-----\$ 25,000.00

#3-Accept the proposal from GRP Engineering to assist with installation engineering of the switches for an estimated price of \$18,500.-----\$ 18,500.00

Estimated total-----\$ 400,140.00

Respectfully submitted,



Jon M. Hyland, City of Portland, Board of Light & Power



Rural Electric Supply Cooperative

QUOTE ORDER

685936-00

07/13/17 THOMAS/BETTS QUOTE 1

PORTLAND, CITY OF
723 EAST GRAND RIVER AVE
PORTLAND, MI 48875
Cust # 42085

Resco
PO BOX 44430
MADISON, WI 53744-4430

PORTLAND, CITY OF
723 EAST GRAND RIVER AVE
PORTLAND, MI 48875

Resco - Mt. Pleasant Common Carr

.13% 15 N 30

QTY	DESCRIPTION	UNIT	PRICE	TOTAL
1	MVI3-21-15-66 VACUUM INTERRUPTER, 15KV MOLDED VACUUM INTERRUPTER, 3 PHASE, 15KV, 600AMP TERMINATION LEAD TIME: 10-12WKS	each	10109.00	10109.00
2	MVI3-21-15-66-CSXXXX VACUUM INTERRUPTER, 15KV W/ 120V MOTOR THREE PHASE INTERRUPTER (MVI3-21-15-66) W/ 120VAC MOTOR. UNIT TO INCLUDE SUMBERSIBLE MOTOR CONTROL, 12 PIN DOUBLE ENDED CABLE THAT IS 30' LONG, 12 PIN SINGLE SIDED CABLE THAT IS 30' LONG AND 3 PIN SINGLE SIDED POWER CABLE THAT IS 30' LONG. THE "XXXX" WILL BE REPLACED WITH A 4-DIGIT OPTION CODE AFTER ENGINEERING IS COMPLETED. ENGINEERING DOES NOT BEGIN ON AN ITEM UNTIL A PURCHASE ORDER HAS BEEN RECIEVED. 14-18WKS LEAD TIME FOR MORORIZED UNIT. ***ALL ITEMS ARE MADE TO ORDER AND THEREFORE ARE NON-CANCELABLE AND NON-RETURNABLE.*** PLEASE CALL WITH ANY QUESTIONS. REGARDS,STEVE BRIETZMAN/RESCO 800-356-9370 X307	each	14860.00	14860.00

2 Lines Total

Qty Shipped Total

2

Total

24969.00

Order Total

24969.00

QUOTE ORDER

**PORTLAND BOARD OF LIGHT AND POWER
PROJECT #101
CONSTRUCTION COST ESTIMATE**

ITEM	ITEM DESCRIPTION	UNITS	LABOR	MATERIAL	TOTAL	EXTENDED TOTAL
1	SEL-351R	4	\$1,500.00	\$4,000.00	\$5,500.00	\$22,000
2	Viper Recloser	4	\$1,500.00	\$14,000.00	\$15,500.00	\$62,000
3	Control Cabling	160	\$3.00	\$1.00	\$4.00	\$640
4	Grounding	4	\$365.00	\$125.00	\$490.00	\$1,960
5	Misc Hardware	LS	\$0.00	\$500.00	\$500.00	\$500
6	Outages	LS	\$28,200.00	\$0.00	\$28,200.00	\$28,200
7	Recloser Stand	4	\$150.00	\$500.00	\$650.00	\$650
8	Contractor Mobilization	LS	\$5,000.00	\$0.00	\$5,000.00	\$5,000
9	Insurance & Bonding	LS	\$4,500.00	\$0.00	\$4,500.00	\$4,500
Subtotal						\$125,450
Contingency (15%)						\$19,000
Engineering Design (10%)						\$13,000
Construction Inspection (---)						\$8,500
Total Estimated Project Cost						\$165,950

Notes:

1. All costs are estimated as 2016 construction costs.
2. Project scope includes replacement of the four Form 3A controllers and Kyle Type "WE" reclosers with SEL-351R controllers and G&W Viper reclosers.
3. The cost estimate submitted herein is based on time-honored practices within the construction industry. As such, the Engineer does not control the cost of labor, materials, equipment or a contractor's method of determining prices and competitive bidding practices or market conditions. The estimate contained represents our best judgment as design professionals using current information available at the time of preparation. The Engineer cannot guarantee that proposals, bids and/or construction costs will not vary from this cost estimate.

June 21, 2017

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

**RE: Engineering Services Proposal
Fault Interrupting Switch Installation**

Dear Mike:

GRP Engineering, Inc. is pleased to present this proposal to the City of Portland for engineering services associated with installation of sectionalizing equipment on the underground system. Project scope includes installation of a proposed twenty-four (24) fault interrupting switches in existing vaults on the underground system on all five circuits, generally in the downtown area. The addition of these interrupting switches will sectionalize the extensive underground system in the event of faults on taps from the main line. Even though the circuits are underground, the main line must be protected from faults on taps.

The initial step of this project will be to perform an in-depth review of proposed locations with City of Portland electric staff. Locations for the interrupting switches were proposed by GRP Engineering in the 2016 System Coordination Study and that list is attached to this proposal. Additionally, decisions will be completed on which switches will have external controllers and motor operators. The controllers and operators will allow for remote switch operation which will keep workers from having to enter vaults. All fault interrupting switches will have controllers (either internal or external) which will be programmed by GRP Engineering personnel. Overcurrent settings for the switches will be checked against upstream and downline devices to insure proper coordination.

GRP Engineering's understanding is that the City of Portland will purchase the fault interrupting switches and utilize their crews for installation. GRP Engineering will assist with procurement, review and approval of all equipment shop drawings, and programming of all switches. Two consecutive days of on-site assistance will be provided for installation of the first switches plus two days on-site for switches with external controllers and motor operators.

Fault Interrupting Switch Installation Scope of Services

The scope of services for the Fault Interrupting Switch Installation includes the following:

- Project kickoff meeting at City of Portland offices.
- Circuit drawing review and determination of switch installation locations.
- Assistance with procurement of interrupting switches and elbows.
- Create interrupting switches as devices in LightTable modeling software.

- Review coordination between upline and downstream device and determine controller settings.
- Install settings in internal controllers and switches with external controllers.
- Bench test switches with external controllers.
- Provide two consecutive days of on-site assistance for initial switch installation.
- Provide two consecutive days of on-site assistance for switch installation with external controllers.
- Answer questions from City of Portland staff during remainder of switch installation.
- Update system map & model.
- Project review and close-out meeting with City of Portland Staff.

GRP Engineering, Inc. will provide the Fault Interrupting Switch engineering services on an hourly basis for a fee not-to-exceed \$18,500 including expenses. All services performed for the City of Portland within this scope will be billed on a monthly basis. Should additional services be required outside the scope of this proposal, we will complete those tasks on an hourly basis based on the attached rate sheet.

We appreciate the opportunity to submit this proposal and look forward to being of service to you. Please contact me should you have any questions.

Sincerely,
GRP Engineering, Inc.



Michael P. McGeehan, P.E.
President

Enclosures

GRP ENGINEERING, INC.
HOURLY BILLING RATES

Employee Title	Engineer Level	Hourly Rate Range
Senior Project Manager	8	\$135 - \$150
Project Manager	7	\$120 - \$135
Senior Engineer	6	\$100 - \$120
Project Engineer	4 - 5	\$85 - \$100
Engineer	2 - 3	\$75 - \$85
Entry Level Engineer	1	\$60 - \$75
Engineering Technician		\$40 - \$60
Engineering Support		\$30 - \$40
Administrative Support		\$45 - \$50

Expenses will be invoiced at cost including, but not limited to, mileage, meals, lodging, printing and reproduction.

All subcontracted services will be invoiced at cost, with no additional markup.

Rates are valid through December 31, 2017

**PORTLAND BOARD OF LIGHT AND POWER
VAULT FAULT INTERRUPTER SWITCHES
CIRCUIT, LOCATION, AND AREA OF PROTECTION**

Protective Device #	Circuit	Location	Area of Protection
VS001	North	Maynard Rd and Devine Hwy	Three phase UG heading north along Maynard Rd
VS002	North	Maynard Rd and Devine Hwy	Three phase UG heading north along Devine Hwy
VS003	North	Looking Glass Ave west of Bishop St	Three phase UG heading east along Looking Glass Ave
VS004	Downtown	W. Grand River Ave and S. Water St	Three phase UG heading south along S. Water St
VS005	South	Academy St between Kearney St and S. Grant St	Three phase UG heading west along Academy St
VS006	South	James St between N. Grant and Kearney St.	Three phase UG heading west along James St
VS007	South	Hill St between N. Grant and Kearney St.	Three phase UG heading east along Hill St
VS008	South	Hill St between S. Lincoln and S. Grant St	Three phase UG heading south to Okemos Rd
VS009	South	Maple St and Island Street	Three phase UG heading east in rear lot line
VS010	South	Maple St and Island Street	Three phase UG heading south
VS011	Downtown	W. Grand River Ave and S. Water St	Three phase UG heading east along W. Grand River Ave
VS012	West	Union and Groove Street	Three phase UG heading south along Groove St
VS013	East	E Grand River and Charlotte Hwy	Three phase UG heading south along E Grand River
VS014	East	Rowe and River Walk	Three phase UG heading south along River Walk
VS015	East	E Grand River and Charlotte Hwy	Three phase UG heading south along E Grand River
VS016	East	Charlotte Hwy and James St	Three phase UG heading south along Charlotte Hwy
VS017	West	N Water St and Pleasant St	Three phase UG heading south along Pleasant St
VS018	West	Ionia St and Lyons Rd	Three phase UG heading west along Ionia St
VS019	West	Lyons Rd, north of Industrial Dr	Three phase UG heading north along Lyons Rd
VS020	West	Lyons Rd, north of hydros	Three phase UG heading north along Lyons Rd
VS021	West	Center St between N West St & Grape St	Three phase UG heading west along Center St and Grand River Ave
VS022	South	Crecent Drive	Three phase UG heading north along Riverside Dr
VS023	East	E Grand River and Bristle St	Three phase UG heading east along Bristle St
VS024	North	Divine Hwy and Cottonwood Creek Dr.	Three phase UG heading north along Divine Hwy

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 17-67

A RESOLUTION APPROVING, AUTHORIZING AND DIRECTING THE MAYOR 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, 2016 through September 30, 2017, a copy which is attached as Exhibit A (the "Agreement"); and

WHEREAS, the City paid \$7,850.00 per year to maintain the streamgaging station from October 1, 2010 until September 30, 2017; and

WHEREAS, the new agreement provides that the City will be billed the same \$7,850.00 for the period of October 1, 2017 through September 30, 2018.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves, authorizes and directs the Mayor 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 resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: August 7, 2017

Monique I. Miller, City Clerk

UNITED STATES DEPARTMENT OF THE INTERIOR
DOWN PAYMENT (BILL) REQUEST

Bill #: 90551989
Customer: 6000001519
Date: 07/14/2017
Due Date: 09/12/2017

Make Remittance Payable To: U.S. Geological Survey
Billing Contact: Shonnie Fearon, AO Phone: (614) 430-7706

Remit Payment To: United States Geological Survey
P.O. Box 71362
Philadelphia, PA 19176-1362

Payer: THE CITY OF PORTLAND
259 KENT ST.
ATTN:MIKE HYLAND
PORTLAND MI 48875

Additional forms of payment may be accepted. Please email GS-A-HQ_RMS@USGS.GOV or call 703-648-7683 for additional information.

To pay through Pay.gov go to <https://www.pay.gov>.

Checks must be made payable to U.S. Geological Survey. Please detach the top portion or include bill number on all remittances.

Amount of Payment: \$ _____

Date	Description	Qty	Unit Price		Amount
			Cost	Per	
07/14/2017	Operation of the streamgaging station on the Grand River in Portland, Michigan for the period of performance of October 1, 2016 to September 30, 2017. Billing will be annual. 17EMMIOH031	1	7,850.00	1	7,850.00
Amount Due this Bill:					7,850.00

Accounting Classification:
Sales Order: 64482
Sales Office: GENJ
Customer: 6000001519
Accounting #: 10825771

TIN: *****7243

Exhibit

A

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 17-68

**A RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENTS
TO CITY BOARDS AND COMMISSIONS**

WHEREAS, City Council has established guidelines for appointments to City Boards and Commissions pursuant to Council Policy 96-1; and

WHEREAS, the Mayor has reviewed the applications for the various City Boards and Commissions and, in accordance with Council Policy 96-1, requests that the Council confirm the following appointments:

Economic Development Corporation
-James Lakin to a term expiring June 30, 2023

Downtown Development Authority
-Lisa Pung to a term expiring June 30, 2018

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council confirms the Mayor's appointments as set forth above.
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: August 7, 2017

Monique I. Miller, City Clerk

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, July 17, 2017

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Baldyga and Johnston; City Manager Gorman; City Clerk Miller; Electric Superintendent Mike Hyland; Electric Department Employees Mike Kapcia, Scott Honsowitz, Shane Scheurer, and Kendall Schrauben

Guests: Scott Cassel; Kathy Parsons

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

Motion by Fitzsimmons, supported by Johnston, to approve the Proposed Agenda as presented.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Baldyga, Barnes

Nays: None

Adopted

Under City Manager Report, City Manager Gorman stated that The Brush Street Park Festival to dedicate the new playground equipment donated by the WODA Group was held on the rain date of Tuesday, July 11, 2017 due to the weather. It was a great event.

Construction crews at the McDonald's site plan to get footings poured this week. Consumers Energy is working on completion of their disconnection process from the small white building at the corner of Bridge St. and Grand River Ave. so that building can be demolished. The City is working through sign issues with the developer as well.

The title search for Sparrow's proposed purchase of property on Cutler Rd. showed easements on the property held by Consumers Energy that are no longer needed. City Manager Gorman noted that the legal process is being followed in order to have Consumers Energy release the easements.

Work continues on the repainting of the water tower along I-96, the project time frame is on target.

The Electric Department removed the light poles around the large ball field at Bogue Flats as they have not been used for quite some time.

City Manager Gorman thanked Water Technician Rod Smith for getting the drive to Well House #4 paved, the site looks very nice.

The approach was paved to Veterans Memorial Bridge on Friday, July 14, 2017. The bridge was closed for the day and reopened on Saturday morning.

City Manager Gorman reported that he met with a potential developer for the former Portland Federal Credit Union drive thru.

The Keusch family will be auctioning the buildings they own at the corner of Kent St. and Grand River Ave. and on Kent St. next to the C Store. The online auction will take place Tuesday, August 8, 2017.

City Manager Gorman reported that he is still waiting on quotes for DDA planning and consideration of the painting of the pedestrian bridge over the Grand River and a quote to begin contemplation of a splash pad.

A Special Land Use permit was submitted to open a day care facility at the former Capital Law Building on Bridge St. This use is permitted in the district with a Special Land Use Permit.

It has been determined that the water main will be moved into the street from the curb lawn on the James Street Improvement Project designs. Todd and Kathy Ness will be walking the street with City Manager Gorman to take a look at the health of the trees along James St.

City Manager Gorman stated that he will be proposing an ordinance change to address some different code issues and how they should be addressed. He noted that this was something important to the Council during their goal planning session earlier this year.

He is also stated that he will be proposing an ordinance change to address cost recovery issues with the Fire Authority as they are not appropriately addressed.

Under Presentations, Mayor Barnes presented Scott D. Cassel with a proclamation recognizing his retirement and honoring his nearly 32 years of service to the City of Portland Electric Department.

Under New Business, the Council held the Second Reading and consideration of Ordinance 132B to amend Chapter 30 of the Code of Ordinances. This amendment includes “housekeeping” changes in order to provide for the addition of curbside recycling and the elimination of certain sections that are no longer applicable.

Motion by Fitzsimmons, supported by Baldyga, to approve Ordinance 132B to amend Chapter 30 of the Code of Ordinances of the City of Portland, Michigan.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-63 to authorize the City of Portland to participate in the Michigan Economic Development Corporation (MEDC) Redevelopment Ready Communities (RRC) Program. The RRC is a program that provides for technical assistance and certifies Michigan communities who actively engage stakeholders and plan deliberate, fair, and consistent processes. RRC certification is required in order for communities to be eligible for various state and federal funding. The City of Portland continues to strive to create a climate which encourages growth and investment and participation.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 17-63 authorizing the City of Portland to participate in the Michigan Economic Development Corporation (MEDC) Redevelopment Ready Communities Program.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-64 to approve a proposal from Fleis & VandenBrink to provide professional services for a Parks & Recreation 5-Year Master Plan Update for the amount of \$8,700.00. The Parks & Recreation Department established a 5-Year Master Plan in 2011 which needs to be updated.

There was discussion of the benefits of having the 5-Year Master Plan in place.

Council Member Baldyga stated he would like to include evaluation of the rodeo grounds at Bogue Flats.

Mayor Pro-Tem VanSlambrouck stated the Grand River Water Trail planning process should also be kept in mind.

Motion by Baldyga, supported by Johnston, to approve Resolution 17-64 approving a proposal from Fleis & VandenBrink to provide professional services for a Parks & Recreation 5-Year Master Plan Update.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 17-65 to amend the DDA Budget for Fiscal Year 2017-2018.

Motion by VanSlambrouck, supported by Baldyga, to approve Resolution 17-65 to amend the DDA Budget for Fiscal Year 2017-2018.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

Motion by VanSlambrouck, supported by Fitzsimmons, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on July 5, 2017, payment of invoices in the amount of \$154,786.55 and payroll in the amount of \$106,048.09 for a total of \$260,834.64. Purchase orders to Resco in the amount of \$5,220.00 for a transformer, I.T. Right in the amount of \$7,088.80 for a server, and Resco in the amount of \$7,770.00 for wire were included.

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman noted that Beer on the Bridge will be held Saturday, August 12, 2017.

Under Council Comments, Council Member Fitzsimmons stated that he is happy to see the park planning process moving forward.

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

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

Meeting adjourned at 7:42 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the July 17, 2017 City Council Meeting

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

Present – Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Baldyga and Johnston; City Manager Gorman; City Clerk Miller; Electric Superintendent Mike Hyland; Electric Department Employees Mike Kapcia, Scott Honsowitz, Shane Scheurer, and Kendall Schrauben

Presentation - Mayor Barnes presented Scott D. Cassel with a proclamation recognizing his retirement and honoring his nearly 32 years of service to the City of Portland Electric Department.

Second Reading and Consideration of Ordinance 132B to amend Chapter 30 of the Code of Ordinances.

All in favor. Adopted.

Approval of Resolution 17-63 authorizing the City of Portland to participate in the Michigan Economic Development Corporation (MEDC) Redevelopment Ready Communities Program.

All in favor. Adopted.

Approval of Resolution 17-64 approving a proposal from Fleis & VandenBrink to provide professional services for a Parks & Recreation 5-Year Master Plan Update.

All in favor. Adopted.

Approval of Resolution 17-65 to amend the DDA Budget for Fiscal Year 2017-2018.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:42 P.M.

All in favor. Adopted.

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

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
CONSUMERS ENERGY	00095	RELEASE OF 3 EASEMENTS FOR CUTLER ROAD PROPERT	1,500.00
AECOM TECHNICAL SERVICES	01810	FERC MONITORING - ELECTRIC	1,277.23
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	270.00
BASIC	01983	QUARTERLY HRA ADMINISTRATION - GENERAL	337.50
BIO-CARE, INC.	00053	RESPIRATOR FIT TESTS - WASTE WATER	448.60
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	303.28
BOUND TREE MEDICAL LLC.	01543	BOOTS - AMBULANCE	76.99
BUSINESS CARD	02075	MISC EXPENSES - VARIOUS DEPTS	2,951.36
CMP DISTRIBUTORS INC.	01745	TRAINING TASER - POLICE	49.50
CMP DISTRIBUTORS INC.	01745	DUTY PISTOL - POLICE	409.00
CMP DISTRIBUTORS INC.	01745	GUNBELT - POLICE	58.25
CLARK HILL PLC	01422	SOLID WASTE ORDINANCES, DDA BOARD BYLAWS - REF	2,700.00
COOK BROS EXCAVATING	00101	CONCRETE LABOR KENT ST PLAQUE - COMM PROMO	230.00
DIGITAL ALLY	02002	DATABASE MIGRATION - POLICE	300.00
CULLIGAN	02130	WATER - CITY HALL	7.00
DORNBOS, SIGN & SAFETY, INC.	00067	TRUCK NUMBERS - MTR POOL	20.25
FAMILY FARM & HOME	01972	CONCRETE MIX - MAJ STS	45.39
FAMILY FARM & HOME	01972	BRUSH KILLER - CEM, PARKS	19.98
FAMILY FARM & HOME	01972	ZIP TIE BLACK HD & WATER - CEM, PARKS	36.97
FAMILY FARM & HOME	01972	SLEDGE HAMMER, CLEANER - CEMETERY	64.44
FOSTER BLUE WATER OIL, LLC	02301	MOTOR FUEL - CEM, PARKS	379.14
FOSTER BLUE WATER OIL, LLC	02301	DIESEL - CEM, PARKS	430.43
FLEIS & VANDENBRINK	00153	GENERAL CONSULTING - GENERAL	314.50
PHIL GENSTERBLUM	00164	MILEAGE REIMB - CODE, AMB	221.97
PHIL GENSTERBLUM	00164	MILEAGE REIMB - CODE, AMB	150.98
FP MAILING SOLUTIONS	01758	POSTAGE RESET - GENERAL	12.00
GRAINGER, INC.	00172	REPAIR KIT HANDLE - WASTE WTR	42.95
GROSS MACHINE SHOP	00180	6' CHANNEL - MTR POOL	142.00
HAMMERSMITH EQUIPMENT COMPANY	00183	BLADE CUT OFF SAW - MTR POOL	80.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
HASSELBRING-CLARK	02073	CITY HALL COPY MACHINE MAINT- GENERAL	98.12
HOPPE'S PLUMBING LLC	01591	INSTALLED NEW A..O. SMITH 40 GAL ELECTRIC WATE	850.00
HYDROCORP	02340	INSPECTION & REPORTING SERVICES - WATER	380.00
HYDRO DYNAMICS	02203	ANNUAL STATION INSPECTION - WASTE WTR	1,450.00
INDEPENDENT BANK	00197	BOND & REDEMPTION FUND - ELECTRIC	9,300.00
INTERSTATE BILLING SVC	00202	MINI CENTURY BEACON - MTR POOL	531.53
IONIA COUNTY TREASURER	00209	ACCESS/KEY CARD - POLICE	10.00
I.T. RIGHT	02440	EMS COMPUTER LABOR - POLICE	671.70
I.T. RIGHT	02440	SEWER BACKUP - GENERAL	1,025.00
JOHN DEERE FINANCIAL	01818	PARTS & SUPPLIES - VARIOUS DEPTS	1,540.51
KATHY'S CLEANING	01684	CLEANING SERVICE - CITY HALL	720.00
KENDALL ELECTRIC	00225	ST LIGHT TIMERS - COMM PROMO	410.95
KENTUCKY BAR ASSOCIATION	MISC	MEMBERSHIP DUES - CITY MANAGER	310.00
DAVID KIRK	02402	CELL PHONE REIMB - POLICE	60.00
LANSING UNIFORM COMPANY	00962	ASST UNIFORMS - POLICE	321.45
MCFADDEN LAW OFFICE PLLC	02299	JULY LEGAL SERVICES - POLICE	368.00
MICHIGAN.COM	02336	LEGAL NOTICES - GENERAL	90.02
MICHIGAN COMPANY, INC.	00273	PAPERTOWEL DISPENSER - PARKS	44.87
MICHIGAN COMPANY, INC.	00273	BATH TISSUE - CEMETERY	349.23
MICHIGAN COMPANY, INC.	00273	TOWELS AND ROLL PAPER - CEMETERY	248.40
MICHIGAN COMPANY, INC.	00273	SOAP & TOWELS - CITY HALL, PARKS	126.76
MICHIGAN ELECTION RESOURCES	00278	TEST MATERIALS CERTIFICATES- ELECTIONS	18.61
MUNICIPAL SUPPLY CO.	00324	RISER RING - MAJ STS	199.97
MUNICIPAL SUPPLY CO.	00324	HORNET SPRAY - ELECTRIC	144.00
MUNICIPAL SUPPLY CO.	00324	METER GASKET, BOLTS - WATER	21.29
MUZZALL GRAPHICS	00326	PURCHASE ORDERS - VARIOUS DEPTS	738.14
MUZZALL GRAPHICS	00326	WINDOW ENVELOPES - VARIOUS DEPTS	1,440.77
MWEA OFFICE	01347	MWEA ANNUAL DUES - WASTE WTR	70.00
NORTH CENTRAL LABORATORIES	00959	SPECTROPHOTOMETER - WASTE WTR	2,384.32

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
JANET OGDEN	MISC	REIMB FOR LICENSE RENEWAL - ASSESSING	350.00
PLEUNE SERVICE COMPANY INC.	00741	SERVICE HVAC - ELECTRIC	325.00
POLYDYNE INC.	02196	450LB DRUM CLARIFLOC - WASTE WATER	580.50
POLYDYNE INC.	02196	CLARIFLOC - WASTE WTR	1,161.00
PAMA	01370	AUDIT AND ELECTRICAL WORK - COMM PROMO	426.00
PREMIER SAFETY	02465	CALIBRATION AND GAS CALIBRATION - WATER	135.86
RESCO	00392	ELBOW JAKET SEAL - ELECTRIC	533.80
RESCO	00392	CLASS 3 POLES - ELEC- COUNCIL APPROVED 6/5/17	6,090.00
RESCO	00392	PADMOUNT TRANSFORMER -ELEC - APPROVED 7/1/17	5,220.00
RESCO	00392	ROLL KERITE WIRE - ELEC - COUNCIL APPROVED 7/1	7,573.16
S&K TROPHIES AND PLAQUES	00401	SOFTBALL TROPHIES - REC	64.00
SPARROW OCCUPATIONAL HEALTH	00340	PRE-EMPLOYMENT PHYSICALS - POLICE	213.50
SPARROW OCCUPATIONAL HEALTH	00340	PRE-EMPLOYMENT PHYSICAL - POLICE	194.47
SPEEDWAY LLC	02395	FUEL - ELEC, AMB, POLICE, MTR POOL	2,517.50
STAR SAFETY & COMPLIANCE SERVICES	MISC	CDL ROAD TRAINING - WASTE WTR	705.00
STATE OF MICHIGAN	00428	ELEVATOR RENEWAL APPLICATION - CITY HALL	185.00
STATE OF MICHIGAN	00428	TEAM SCHOOL - POLICE	400.00
STEVE'S METER SERVICE	00442	METERING PACKAGES - ELECTRIC	2,250.00
SUPERIOR ASPHALT INC	02348	ASPHALT DRIVEWAY WELLHOUSE #4 - WATER - COUNCI	7,980.00
TOM'S FOOD CENTER	00452	SUPPLIES - VARIOUS DEPTS	588.42
T&R ELECTRIC SUPPLY	00445	PCB ANALYSIS - ELECTRIC	600.00
TRACTOR SUPPLY COMPANY	00729	ROUND UP - MAJ STS	79.99
UPS	MISC	POSTAGE - ELECTRIC, WATER	14.09
USA BLUEBOOK	01850	STENNER QUICKPRO HEAD - WATER	254.39
VERIZON WIRELESS	00470	PHONES - CEM, PARKS, CTY MGR, REC, CODE, AMB, ELEC	320.65
VERIZON WIRELESS	00470	TELEPHONE SVC-ELEC, WW, WTR, M POOL	181.89
WINZER CORPORATION	01686	SUPPLIES - MTR POOL	130.13
WOW! INTERNET-CABLE PHONE	02132	PHONE & INTERNET - POLICE, AMB, COMM PROMO	572.68
YOUNG IONIA	MISC	WIRING PARTS - MTR POOL	49.00

Date: 08/04/17

CITY OF PORTLAND INVOICE REGISTER

Page: 4

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
DAVID PLINE	MISC	ENERGY OPTZ - ELECTRIC	25.00
DOROTHY LENNEMAN	MISC	ENERGY OPTZ - ELECTRIC	50.00
BRANDON TRIERWEILER	MISC	ENERGY OPTZ - ELECTRIC	50.00
ED FILTER	00540	UMPIRES - REC	288.00
BRIAN RUSSELL	00593	UMPIRES - REC	144.00
TAYLOR WILCOX	02159	UMPIRES - REC	42.00
LOGAN COOK	02342	SCOREKEEPERS - REC	56.00
KATELYN RUSSELL	02457	SCOREKEEPERS - REC	35.00
BARDELL ADAMS	MISC	TENNIS CAMP - REC	13.34
CULLIGAN	02130	WATER - GENERAL	13.00
STAPLES BUSINESS ADVANTAGE	00426	SUPPLIES - GENERAL, CITY HALL, POLICE	620.25
Total:			\$77,835.97

**BI-WEEKLY
WAGE REPORT
July 31, 2017**

DEPARTMENT	GROSS EARNINGS CURRENT PAY	GROSS EARNINGS YEAR-TO-DATE	SOCIAL SECURITY & FRINGE BENEFITS CURRENT PAY	SOCIAL SECURITY & FRINGE BENEFITS YEAR-TO-DATE	TOTAL CURRENT PAYROLL	GRAND TOTAL YEAR-TO-DATE
GENERAL ADMIN.	8,821.77	26,960.72	1,153.31	6,011.22	9,975.08	32,971.94
ASSESSOR	978.38	2,802.14	74.85	214.37	1,053.23	3,016.51
CEMETERY	4,089.29	12,739.67	313.63	2,536.20	4,402.92	15,275.87
POLICE	13,423.59	43,036.21	3,326.28	9,062.35	16,749.87	52,098.56
CODE ENFORCEMENT	628.22	1,890.84	48.06	248.22	676.28	2,139.06
PARKS	3,389.53	9,218.82	260.63	1,272.66	3,650.16	10,491.48
INCOME TAX	1,907.99	5,552.89	141.66	1,606.96	2,049.65	7,159.85
MAJOR STREETS	3,111.55	8,666.02	240.67	2,714.76	3,352.22	11,380.78
LOCAL STREETS	2,828.49	8,853.32	216.72	2,801.95	3,045.21	11,655.27
RECREATION	823.24	2,467.59	62.98	533.63	886.22	3,001.22
AMBULANCE	10,858.73	32,423.72	1,165.67	5,756.49	12,024.40	38,180.21
DDA	2,115.38	6,346.14	305.05	698.19	2,420.43	7,044.33
ELECTRIC	27,271.84	61,784.18	2,111.95	14,058.70	29,383.79	75,842.88
WASTEWATER	8,953.06	27,182.21	808.54	7,500.01	9,761.60	34,682.22
WATER	4,507.82	14,686.91	494.16	4,870.70	5,001.98	19,557.61
MOTOR POOL	2,503.37	6,947.00	191.52	2,995.85	2,694.89	9,942.85
TOTALS:	96,212.25	271,558.38	10,915.68	62,882.26	107,127.93	334,440.64

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 8/3/17
MEETING DATE 8/7/17

Fund	Description	Beginning Balance 7/13/17	Total Cash in	Total Cash out	Cash Balance 8/3/17	Time Certificates	Ending Balance 8/3/17
101	GENERAL FUND	1,810,344.40	231,934.82	(237,328.91)	1,804,950.31	235,000.00	2,039,950.31
105	INCOME TAX FUND	42,648.07	3,497.69	(12,246.21)	33,899.55	10,000.00	43,899.55
150	CEMETERY PERPETUAL CARE FUND	38,142.20	500.00	-	38,642.20		38,642.20
202	MAJOR STREETS FUND	158,551.88	36,257.03	(23,144.69)	171,664.22		171,664.22
203	LOCAL STREETS FUND	72,424.86	21,721.67	(19,808.37)	74,338.16		74,338.16
208	RECREATION FUND	13,944.92	9,024.12	(9,444.36)	13,524.68		13,524.68
210	AMBULANCE FUND	135,625.53	68,537.58	(59,015.43)	145,147.68		145,147.68
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	116,854.71	11,053.28	(13,481.06)	114,426.93		114,426.93
404	CAPITAL IMPROVEMENT-RED MILL PAVILION	3,362.25	-	-	3,362.25		3,362.25
405	WELLHEAD IMPROVEMENT FUND	-	-	-	-		-
406	CAPITAL IMPROVEMENT FUND-STREET PROJECT	1,888,411.25	-	-	1,888,411.25		1,888,411.25
520	REFUSE SERVICE FUND	17,912.58	9,397.69	(12,155.74)	15,154.53		15,154.53
582	ELECTRIC FUND	97,709.61	307,198.37	(250,577.61)	154,330.37	530,000.00	684,330.37
590	WASTEWATER FUND	(139,102.32)	104,632.86	(99,817.95)	(134,287.41)		(134,287.41)
591	WATER FUND	14,366.36	63,061.87	(52,079.83)	25,348.40	420,000.00	445,348.40
661	MOTOR POOL FUND	11,512.43	22,920.23	(28,615.91)	5,816.75		5,816.75
703	CURRENT TAX FUND	146,510.99	237,649.91	(169,356.64)	214,804.26		214,804.26
TOTAL - ALL FUNDS		4,429,219.72	1,127,387.12	(987,072.71)	4,569,534.13	1,195,000.00	5,764,534.13

				ELECTRIC-RESTRICTED CASH	400,000.00	400,000.00
				CUSTOMER DEPOSIT CD	170,000.00	170,000.00 *
				PERPETUAL CARE CD	130,000.00	130,000.00
				INCOME TAX SAVINGS	767,312.19	767,312.19
				ELECTRIC-PRIN & INT ESCROW	146,194.11	146,194.11
				WASTEWATER DEBT ESCROW	228,036.71	228,036.71
				WASTEWATER REPAIR ESCROW	32,135.85	32,135.85
				DDA-PRIN & INT ESCROW	501.77	501.77
						<u>7,638,714.76</u>

*Customer Deposit Breakdown

Electric	128,000.00
Wastewater	21,000.00
Water	21,000.00
	<u>170,000.00</u>



PURCHASE ORDER

City of Portland

P.O. # 1751

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

VENDOR Visco - Cast Iron & Steel St. Lights
29579 Aubrey Lane
Eugene OR 97402

DATE: 7.24.17

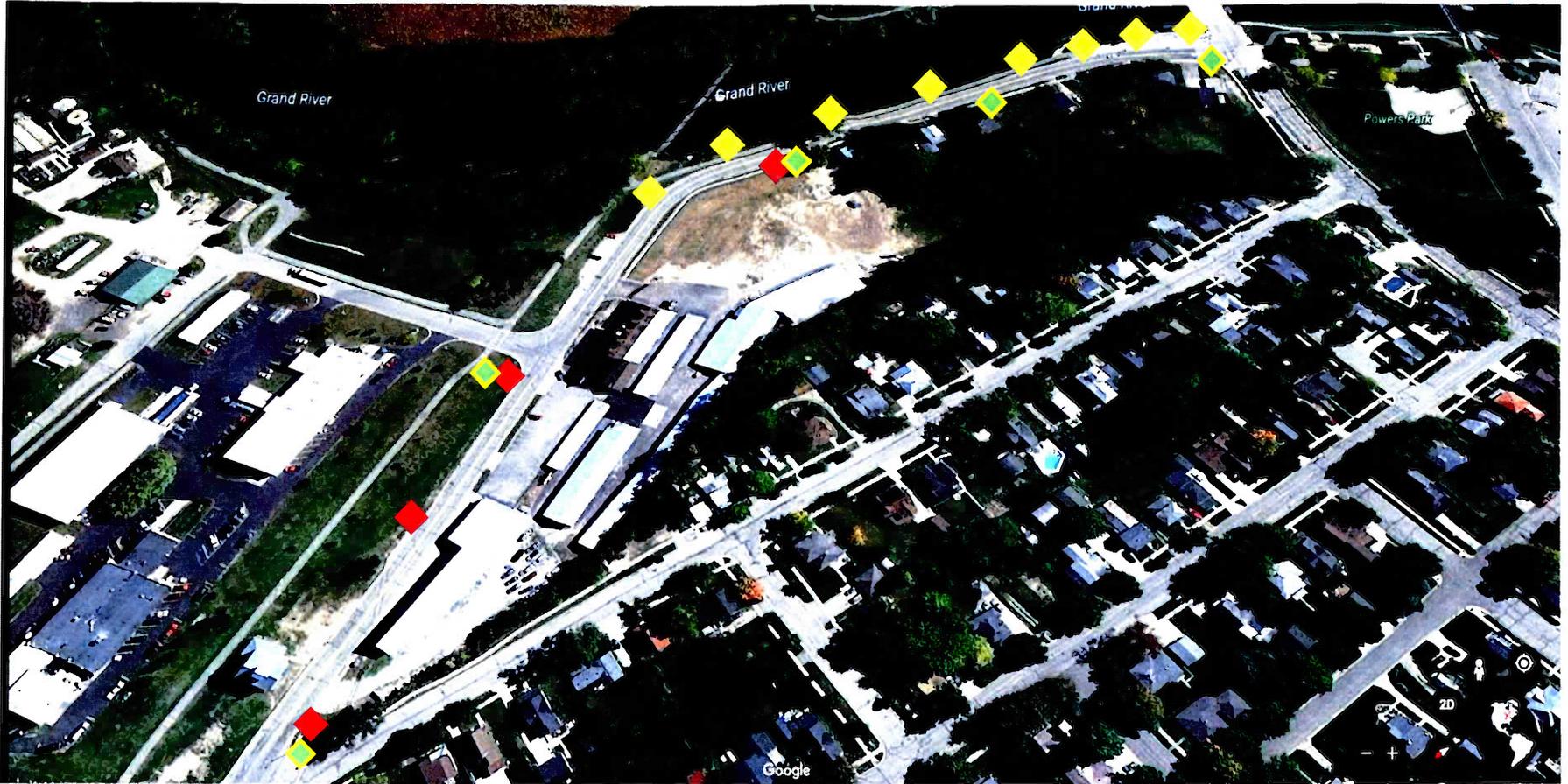
DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
Mike Hyland - See Attached (21) 13' 248-275-740-003			
2628 + 150 shipping @ 2728 x 4 VID			\$11,112
DEPARTMENT HEAD (UP TO \$500) _____		TOTAL	11,112

[Signature] DDA Expense - Voted 7.20.14
\$11,112 (4 each 13' Post @ 16" Base)

Treasurer Initials

Authorized by City Manager

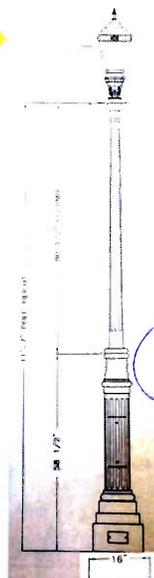
(For Purchases over \$500 and less than \$5,000)



14' Currently @
corner Water/
Grand River.

Budgeted 2 this yr
\$9,130 (w/freight)

Base 24"



13' Currently @
corner Water south
of Grand River &
Canal. Intended for
Grand River S of
Water St.

4 (w/freight)
\$11,112
Budget \$10,000

Base 16"

*DDA
Vote
7-2017*

Mike Hyland recommends the 2nd choice (Green). The bigger base will not fit all locations looking to replace poles at.

There are actually 6 poles to replace, rather than the 4 originally reported to complete the street.

Yellow \$27,390
Green \$16,668

Nikki Miller

From: noreply@civicplus.com
Sent: Friday, July 21, 2017 12:01 PM
To: cityclerk@portland-michigan.org
Subject: Online Form Submittal: Board & Commission Application

Follow Up Flag: Follow up
Flag Status: Flagged

Board & Commission Application

Name	Randy L. Hodge
Date	7/21/2017
Address	4021 Lyons Rd. Lyons, MI 48851
Phone	517-282-3247
Email	randyhodge@portlandstpats.com
Employer	St. Patrick School
Employer Phone	517-647-6505
How long have you lived in the City of Portland?	0 Years
Please mark your choice(s).	Downtown Development Authority
If more than one please list them in order.	<i>Field not completed.</i>
Please tell us your qualifications.	I am a business owner (The Grand Barber Lounge) which is located in downtown Portland. My wife and I have been running a successful business for many years with two locations. I am also the school administrator for St. Patrick School. I have strong leadership and administrative skills. I have always lived in the greater Portland area and went to school and grew up here so I am familiar with the local culture.
Are you a high school graduate?	Yes
Are you a college graduate?	Yes

List name of the college or university you attended and the level of degree earned.	Lansing Community College - Associates Degrees in General Business with Accounting and Economics emphasis. Central Michigan University - Bachelors Degree in teaching with Social Science and History Endorsements. Central Michigan University - Masters Degree in Secondary School Principalship.
List your professional and work experience.	2008 - Present - St. Patrick School Administrator 1994 - 2008 - Central Montcalm Middle School Teacher
List your community activites, interests and service.	I have coached multiple sports throughout the years. At Central Montcalm, I coached varsity softball, junior high girls and boys basketball, volleyball, track and cross country. At St. Patrick School, I coached Varsity volleyball and JV softball. I have also coached community youth boys and girls basketball, boys baseball and girls softball here in Portland. I enjoy gardening and DIY Pallet projects. I am actively involved at St. Patrick Parish as a community member.
References (optional)	Fr. Larry King, Pastor of St. Patrick Parish - 647-6505 X412 Deacon Don Sobolewski, Pastoral Associate at St. Patrick Parish - 647-6505 X409 Mr. Mike Johnson, Business Manager at St. Patrick Parish - 647-6505 X413
File Attachment	<i>Field not completed.</i>

Email not displaying correctly? [View it in your browser.](#)

July 6, 2017

Mr. S. Tutt Gorman, City Manager
City of Portland
259 Kent Street
Portland, MI 48875

RE: Proposal to Provide Professional Services for Splash Pad Conceptual Design and Grant Application

Dear Tutt:

We appreciate the opportunity to submit our proposal to provide Master Planning Services for development of a splash pad within the City of Portland park system. We have enjoyed assisting the City with the recent updates of your Capital Improvement Plan (CIP). Our past experience with the City includes working on a wide variety of projects, from roads to trails, gives us a unique insight to the City and the overall recreational needs of the City as a whole.



We recognize that community input is important for your project's success: Participation by members from the Park & Recreation Advisory Board, DDA, City Council, the general public and City staff is a key component of the planning process and is key to the overall success of this project. Determining the location of the splash pad and the desired elements are key in developing a recreational resource that meets and exceeds the community's expectations.

There are many considerations to keep in mind when developing a splash pad/water feature. Some of the keys include:

- Location with respect to downtown, parking, pedestrian trail and other parks & utilities.
- Flow-through system versus a recirculating system (recirculating requires daily water testing).
- Bathroom availability/proximity.
- Surface finish of pad – plain white concrete (Medium Broom) or sand cast concrete (slip resistant), poured in place rubber.
- LED lighting for programmable spray jet design.
- Age Groups – Toddler Zone (low powered jets or mist) & Elementary Zone (water cannons, dump buckets and higher volume sprays).
- Universal Access.
- Safety.

SCOPE OF SERVICES

Based on our understanding of the project and the community, we propose the following scope of work to assist you:

TASK A – SPLASH PAD CONCEPTUAL PLAN & COST ESTIMATE

1. We will meet with recreation advisory board members and City staff to review the project requirements, work scope and schedule. (Meeting #1).
2. We will conduct a work session (as part of meeting #1), including the various City board members, recreation enthusiasts, community leaders, property owners and business owners. We will need input to help identify key issues, establish goals and objectives and start the process of building a consensus for the scope and elements included in the project.
3. Identify and evaluate potential locations for the improvements.
4. Prepare preliminary design concept with Toddler Zone & Elementary Zone uses that are identified through the public input gathered throughout this process. Review with City staff for approval.
5. Prepare preliminary estimate for probable construction cost. Include the conceptual plan and pre-design project cost estimate in the 5 Year Park & Recreation Plan update.

TASK B - MICHIGAN NATURAL RESOURCES TRUSTS FUND (MNRTF) GRANT APPLICATION

We can assist in the preparation of the MNRTF Grant Application to the MDNR. The application must be submitted by the deadline of April 2018 with the following:

1. MNRTF Grant Application Form – one copy fully completed by F&V and signed by authorized community representative.
2. Application narrative prepared by F&V with information and input from community & staff.
3. 11 x 17 site development concept sketch plan & location map provided by F&V.
4. Boundary map – Provided by community and must delineate the legal boundaries of the property identified for park use.
5. Certified resolution from the governing body committing to the application. This resolution should be adopted at a public hearing with advertisement seven days prior to meeting. F&V will provide a sample ad and resolution language. Village to provide copy of affidavit from local paper.
6. Documentation of local match sources – letters of commitment for match sources.
7. Documentation of Site Control Form (PR1956-1). Completed by community and community's legal counsel.

SCOPE EXCLUSIONS

We have not included design or construction activities in this proposal; however, once the City identifies a project they would like to pursue, we would be happy to provide you with a project-specific Scope of Services and Professional Fee for implementing the desired improvements.

PROFESSIONAL FEE

We propose to complete the services outlined above for the following lump sum fees:

Task	Description	Lump Sum Fee
Task A	Splash Pad Conceptual Design & Cost Estimate	\$1,900
Task B	MNRTF Grant Application Preparation	\$2,400
Total Fee		\$4,300

We look forward to working with you on this project. We can begin working on the plan immediately upon your authorization and can adjust our schedule to meet your needs. If you have any questions or comments, please feel free to contact us.

Sincerely,

FLEIS & VANDENBRINK



Paul R. Galdes, PE
Vice President



Rick Stout, LLA LEED AP
Landscape Architect

*Fleis & VandenBrink Engineering, Inc. (F&V) is hereby authorized to perform Professional Services as detailed in their letter dated **July 6, 2017**, and authorized under the existing Professional Services Agreement with F&V dated **August 14, 2014**.*

City Authorized Representative

Date

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

Held on Thursday, June 29, 2017
In Council Chambers at City Hall

Members Present: Antaya, Briggs, Barnes, Gorman, Blastic, Urie, Grimminck, VanSlambrouck

Members Absent: Frewen

Staff: DDA/Main Street Director Conner Wellman, City Clerk Miller

Guests: Mike Judd

Chair Briggs called the meeting to order at 3:38 P.M.

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

Motion by VanSlambrouck, supported by Grimminck, to approve the minutes of the May 18, 2017 regular meeting as presented.
All in favor. Adopted.

Member Urie inquired about the check to Growth Zone in the amount of \$3,950.00.

Director Conner Wellman explained that the check is related to her presentation today regarding the development of a program for managing contacts, interactions, web directory and community calendar.

There was discussion.

Motion by Grimminck, supported by VanSlambrouck, to approve the Treasurer's Report as presented.
All in favor. Adopted.

Under New Business, Director Conner Wellman presented information on the program proposed by Growth Zone that can be used to manage contacts, interactions, a web directory, a community calendar, and much more. It's anticipated that the website could go live in September 2017. The check approved as part of the Treasurer's Report in the amount of \$3,950.00 is for the web build. There would be an ongoing maintenance fee of \$169.00 per month.

Director Conner Wellman stated that Chair Briggs and Treasurer (Mayor) Barnes approved two year end expenditures for Fiscal Year 2016-2017. A lamp post for the northwest corner of Grand River Ave. and Water St. in the amount of \$4,265.00 from the Design budget and website development in the amount of \$3,950.00 from the Economic Revitalization budget.

Director Briggs presented the request for approval of a Sign Grant for Madarang Law, located at 230 Kent St., in the amount of \$850.00 and a Façade Grant in the amount of \$3,840.00 up to

\$4,000.00. She noted that both grant applications have been reviewed and approved by the Design Committee.

Mayor Barnes noted that the payment is not actually made until the project is complete and receipts are approved.

There was discussion, particularly regarding the purpose of the Sign and Façade Grants and how the funds should be used.

Motion by Barnes, supported by Antaya, to approve the \$850.00 Sign Grant request and a Façade Grant request up to \$4,000.00 for Madarang Law located at 230 Kent St.

All in favor. Adopted.

Director Conner Wellman presented amendment proposals to the Fiscal Year 2017-2018 Budget.

There was discussion, particularly regarding the amendment to move funds from the Fiscal Year 2016-2017 Budget to the Fiscal Year 2017-2018 Budget.

Member Blastic left the meeting at 4:36 P.M.

Motion by Grimminck, supported by Barnes, to accept the amended Budget for Fiscal Year 2017-2018.

All in favor. Adopted.

Director Conner Wellman provided information on the communication meeting held on June 1, 2017. She will email information from the meeting to the board members.

Director Conner Wellman advised that two grant administrators from MEDC were in this week to tour and assess the Opera House and connected properties. The meeting was very informational. The requirement that rent for 2nd floor apartments that are revitalized be capped for low to moderate income is no longer in place.

Director Conner Wellman stated that the Promotions and Marketing Committee has been revived and Eric Proctor has joined the team. They meet the 2nd Tuesday of each month at 10:00 A.M.

Director Conner Wellman presented the proposed amended DDA By-laws, inclusive of the Main Street Program, as prepared by Clark Hill PLC.

There was discussion.

Motion by Grimminck, supported by Antaya, to table consideration of the DDA By-laws until the July DDA meeting.

All in favor. Adopted.

Under Old Business, there has been no response from former DDA Director Perry or her attorney regarding the FOIA response that was mailed in May.

Under the Director's Report, Director Conner Wellman provided a wrap up of the Block Party. There was a profit of approximately \$800.00 on the event. All Main Street programs have been caught up and are in good standing.

Offers have been made and accepted on the five continuous buildings on Kent St., that include the opera house, by a developer who has worked on several historic rehab projects. The closing has occurred on three of the five properties and will occur soon on the other two. The City and DDA are working with the developer to provide resources and connections. The developer has requested confidentiality at this time and minimal to no outside discussion of plans at this time.

The WODA Group will host a party and dedication of the Brush St. playground equipment on Monday, July 10, 2017. Volunteers are needed.

Under Committee Reports, Mayor Barnes stated that the Organization and Finance Committee met this week for the first time in months. Planning of Beerfest on the Bridge is underway and the Volunteer Recognition Event was discussed.

Member Grimminck stated that the Economic Vitality Committee is planning to conduct a business inventory to be used for multiple purposes.

The Promotions and Marketing Committee has not met in June.

Chair Briggs noted that the Design Committee has discussed and reviewed the sign and façade grants. She also stated that she and Shirley Teachout recently attended the MDA Conference in Detroit.

Director Conner Wellman stated that they are working to provide more sponsorship packages to community partners that would like to be a part of Beerfest on the Bridge.

Under Board Member Comments, City Manager Gorman noted that McDonald's last day of operation before the redevelopment of their property is July 4, 2017.

Director Briggs commented that the Historical Society will be storing the historical photos from McDonald's.

City Manager Gorman suggested starting the DDA meetings a little earlier; possibly 3:00 P.M.

Motion by Antaya, supported by Grimminck, to adjourn the meeting at 5:10 P.M.
All in favor. Adopted

Respectfully submitted,

Kory Blastic, Secretary



Date: July 20, 2017

REPORT OF FUNDS IN DDA AS OF: July 13, 2017

PRINCIPAL & INTEREST ACCOUNT

		<u>AMOUNTS</u>
PREVIOUS BALANCE:	<u>6/23/2017</u>	\$ 501.77
NEW BALANCE:	<u>7/13/2017</u>	<u>\$ 501.77</u>

REGULAR ACCOUNT

PREVIOUS BALANCE:	<u>6/23/2017</u>	\$ 115,272.22
INTEREST EARNED:		\$ 5.21
DEPOSITS:		
Block party sponsorships and ads		\$ 130.00
Beerfest sponsorships		\$ 1,950.00
Beverage Refund - Alliance Beverage		
Voided Check 1659 - Eric Reeder		
Voided Check 1668 - Ralphs Arial Service		
Voided Check 16672 - The Ukuelele Kings		

CHECKS WRITTEN:

Ck No.	Payee:	<u>AMOUNTS</u>
1696	CITY OF PORTLAND - On the Street, Microsoft 365 Setup, Block Party Reimbursements, Constant Contact, DDA Conference	\$ 753.42
1698	GRIDER-PORTLAND AGENCY INC. - Liquor Bond and Liability	\$ 404.00
1699	MARGERY BRIGGS - Mainstreet America Meeting	\$ 120.91
1700	NATIONAL MAIN STREET CENTER - Membership	\$ 350.00
1701	PRINTING ESSENTIALS - Block Party Rack Cards and Beerfest Business Cards	\$ 104.25
1702	QUARTERLINE MEDIA - Promo videos	\$ 850.00
1703	TINA CONNER WELLMAN - Expense Report	<u>\$ 32.00</u>
	TOTAL CHECKS	\$ (2,614.58)

TRANSFER FOR DDA PAYROLL AND FRINGE BENEFITS FROM 6/29/17	<u>\$ (2,351.55)</u>
---	----------------------

TOTAL EXPENSES:	<u>\$ (4,966.13)</u>
-----------------	----------------------

NEW BALANCE:	<u>7/13/2017</u>	<u>\$ 112,391.30</u>
---------------------	-------------------------	-----------------------------

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

BANK CODE: DDA USER NAME: KRISTINA
 PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
07/14/2017	AP	CITY OF PORTLAND OPERATING SUPPLIES-O&F COMMITTEE Vnd: 00701 Invoice: 1255	Invoice: 1255 Ref#: 22890(ON THE STREET - JULY 17) 248-275-740.005 248-000-202.000	59.00	59.00
		Expected Check Run: 07/20/2017		<u>59.00</u>	<u>59.00</u>
07/14/2017	AP	CITY OF PORTLAND DATA PROCESSING Vnd: 00701 Invoice: 20152329	Invoice: 20152329 Ref#: 22891(MICROSOFT 365 SETUP) 248-275-806.000 248-000-202.000	95.97	95.97
		Expected Check Run: 07/20/2017		<u>95.97</u>	<u>95.97</u>
07/14/2017	AP	CITY OF PORTLAND OPERATING SUPPLIES-P&M COMMITTEE OPERATING SUPPLIES-P&M COMMITTEE MISCELLANEOUS EXPENSES OPERATING SUPPLIES-P&M COMMITTEE OPERATING SUPPLIES-P&M COMMITTEE MISCELLANEOUS EXPENSES MISCELLANEOUS EXPENSES MISCELLANEOUS EXPENSES MISCELLANEOUS EXPENSES DATA PROCESSING OPERATING SUPPLIES-P&M COMMITTEE Vnd: 00701 Invoice: STATEMENT	Invoice: STATEMENT Ref#: 22892(CREDIT CARD ITEMS) 248-275-740.006 248-275-740.006 248-275-956.000 248-275-740.006 248-275-740.006 248-275-956.000 248-275-956.000 248-275-956.000 248-275-956.000 248-275-806.000 248-275-740.006 248-000-202.000	7.40 82.00 203.13 42.36 15.85 21.17 2.11 34.43 170.00 20.00	19.08 579.37
		Expected Check Run: 07/20/2017		<u>598.45</u>	<u>598.45</u>
07/14/2017	AP	GRIDER-PORTLAND AGENCY INC. OPERATING SUPPLIES - BEER FEST Vnd: 0185i Invoice: STATEMENT	Invoice: STATEMENT Ref#: 22885(LIQUOR BOND AND LIABILITY) 248-275-740.008 248-000-202.000	404.00	404.00
		Expected Check Run: 07/20/2017		<u>404.00</u>	<u>404.00</u>
07/14/2017	AP	MARGERY BRIGGS OPERATING SUPPLIES-DESIGN COMMITTEE Vnd: MISC Invoice: STATEMENT	Invoice: STATEMENT Ref#: 22883(WORKSHOP FOR DESIGN EMBRACING ART & CULT 248-275-740.003 248-000-202.000	120.91	120.91
		Expected Check Run: 07/20/2017		<u>120.91</u>	<u>120.91</u>
07/14/2017	AP	NATIONAL MAIN STREET CENTER DUES & SUBSCRIPTIONS Vnd: 02272 Invoice: R9D16	Invoice: R9D16 Ref#: 22889(MAIN STREET AMERICA DESIGNATED MEMBER) 248-275-958.000 248-000-202.000	350.00	350.00
		Expected Check Run: 07/20/2017		<u>350.00</u>	<u>350.00</u>

BANK CODE: DDA USER NAME: KRISTINA
 PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
07/14/2017	AP	PRINTING ESSENTIALS OPERATING SUPPLIES-BLOCK PARTY Vnd: 02204 Invoice: 52107	Invoice: 52107 Ref#: 22884 (RACK CARDS) 248-275-740.007 248-000-202.000	74.25	74.25
		Expected Check Run: 07/20/2017		<u>74.25</u>	<u>74.25</u>
07/14/2017	AP	PRINTING ESSENTIALS OPERATING SUPPLIES - BEER FEST Vnd: 02204 Invoice: 51942	Invoice: 51942 Ref#: 22886 (250 BUSINESS CARDS) 248-275-740.008 248-000-202.000	30.00	30.00
		Expected Check Run: 07/20/2017		<u>30.00</u>	<u>30.00</u>
07/14/2017	AP	QUARTERLINE MEDIA OPERATING SUPPLIES - BEER FEST Vnd: 02237 Invoice: 7102017	Invoice: 7102017 Ref#: 22887 (1 MINUTE PROMO & 30 SECOND PROMO WITH BR) 248-275-740.008 248-000-202.000	500.00	500.00
		Expected Check Run: 07/20/2017		<u>500.00</u>	<u>500.00</u>
07/14/2017	AP	QUARTERLINE MEDIA ADVERTISING Vnd: 02237 Invoice: 07102017B	Invoice: 07102017B Ref#: 22888 (30 SECOND VIDEO HIGHLIGHTING PORTLAND WI 248-275-902.000 248-000-202.000	350.00	350.00
		Expected Check Run: 07/20/2017		<u>350.00</u>	<u>350.00</u>
07/14/2017	AP	TINA CONNER WELLMAN MISCELLANEOUS EXPENSES Vnd: 02453 Invoice: STATEMENT	Invoice: STATEMENT Ref#: 22882 (EXPENSE REPORT FOR 7/13/17 - 7/15/17) 248-275-956.000 248-000-202.000	32.00	32.00
		Expected Check Run: 07/20/2017		<u>32.00</u>	<u>32.00</u>
Cash/Payable Account Totals:				<u>2,614.58</u>	<u>2,614.58</u>
		ACCOUNTS PAYABLE	248-000-202.000		2,595.50
			TOTAL INCREASE IN PAYABLE:		2,595.50

CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

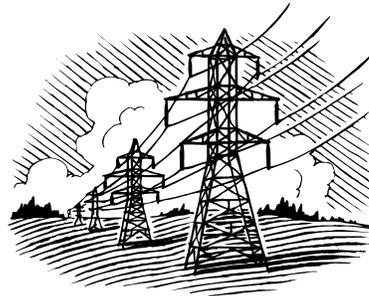
July 1, 2017
June 1-30, 2017

HYDRO GENERATION	179,445		
DIESEL PRODUCTION	0		
Kwh Purchased	3,225,212	Amount Paid	\$ 204,226.83
Total Kwh Purchased	3,404,657	Total Dollars Paid	\$ 204,226.83

Kwh Billed		Dollars Billed	
Residential	1,325,903	PCA Billed	\$ 11,201.09
Commercial	661,946	Residential	\$ 140,623.62
Large General	818,740	Residential EO Charge	\$ 2,460.23
City St. Lites Metered	22,256	Geothermal Discount	\$ (5.62)
St. Lites Unmetered		Commercial	\$ 70,513.04
Rental Lights		Commercial/LG EO Charge	\$ 2,445.00
Demand	2,441	Large General	\$ 56,712.56
		Large EO Charge	\$ 18.40
		City St. Lights Metered	\$ 1,896.78
		St. Lights Unmetered	\$ 1,543.05
Total Kwh Billed	2,831,286	Rental Lights	\$ 253.24
		Demand	\$ 14,340.26
Arrears after billing	\$ 4,040.69	Tax	\$ 11,402.22
Penalties Added	\$ 1,514.62		
Arrears end of month	\$ 27,216.14	Total Dollars Billed	\$ 313,403.87
Fuel Cost Billed	\$ 5,505.65		
Amount Collected	\$ 268,818.76	Power Cost Adj.	.00231
Total Adjustments	\$ 4,287.72		

Residential Customers	2,204
Commercial Customers	325
Large General	17
Total Customers	2,546

07/06/17



CITY OF PORTLAND
July-17

WATER DEPARTMENT REPORT

MONTH	Jun-17	PERIOD COVERED	June 1-30, 2017
Customers Billed		Penalties Added	\$ 408.77
City	1,871	Dollars Collected	\$ 48,620.98
Rural	24	Arrears at end of Month	\$ 5,255.06
Total Customers	1,895	Adjustments	\$ 680.24
		Gallons Pumped	12,916,100
		Hydrant Flusing/Rental (unmetered)	0 (hydrant flushing)
Gallons Billed		Dollars Billed	
City	10,624,719		\$ 52,899.51
Rural	217,563		\$ 1,909.24
Total	<u>10,842,282</u>		<u>\$ 54,808.75</u>

SEWER DEPARTMENT REPORT

Customers Billed	1,815	Dollars Billed	\$69,998.74
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 69,998.74

Penalties Added	\$ 650.12
Dollars Collected	\$ 71,797.51
Arrears at end of Month	\$ 8,228.41
Adjustments	\$ 1,111.52
Gallons Treated per Million	11.20



City Of Portland
Water Department
Monthly Water Report
July 2017

Monthly Water Production

Well #4	35,000 Gallons
Well #5	2,800 Gallons
Well #6	13,590,000 Gallons
Well #7	4,000 Gallons

Daily Water Production

Well #4	1,129 Gallons
Well #5	90 Gallons
Well #6	438,387 Gallons
Well #7	129 Gallons

Daily Average Water Production for All Wells

439,735 Gallons

Total Water Production for the Month

13,631,800 Gallons

Total Water Production for the Previous Month

12,916,100 Gallons

Total Production increased by

715,700 Gallons

Total Production for This Month from the Previous Year

14,759,900 Gallons

Total Production decreased by

1,128,100 Gallons

Rodney D. Smith Jr.
Water Technician

**PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
APRIL 2017**

Calls for Service

Dispatched	104
Patrol Originated	9
Follow Up Complaints	54
Assist to PPD	10
Assist to Fire / EMS	15
Assist Other Depts	11
Directed Patrol	62

Other Functions

Pistol Purchase Permits	16
PBT's	48
FOIA Requests	8
Sex Offender Registrations	2
Training	62
Administrative	246
Miscellaneous Function	18

Traffic Stops

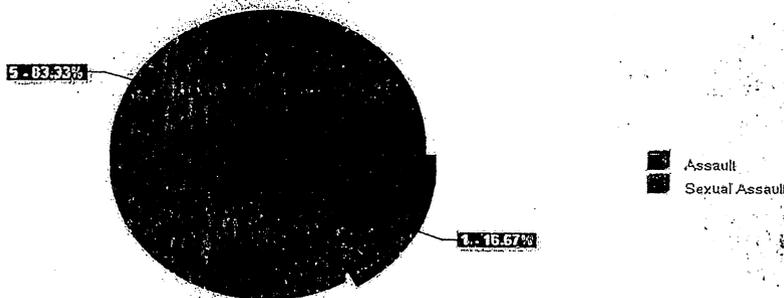
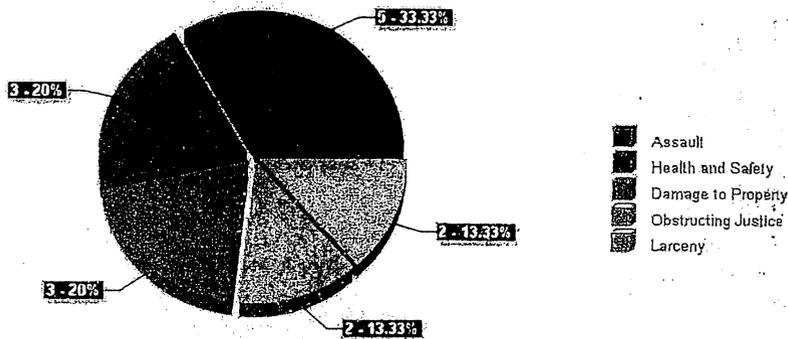
Total Stops	90
Traffic Citations	33
Verbal Warnings	78
Parking Citations	0

Other

Physical Business Checks	
Interior	77
Exterior	215
Patrol Contacts	383

Arrests

Misdemeanor Persons	7
Misdemeanor Charges	9
Felony Persons	2
Felony Charges	4
Juvenile Apprehensions	1



**PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
MAY 2017**

Calls for Service

Dispatched	103
Patrol Originated	14
Follow Up Complaints	38
Assist to PPD	5
Assist to Fire / EMS	16
Assist Other Depts	18
Directed Patrol	57

Other Functions

Pistol Purchase Permits	9
PBT's	55
FOIA Requests	16
Sex Offender Registrations	1
Training	11
Administrative	302
Miscellaneous Function	16

Traffic Stops

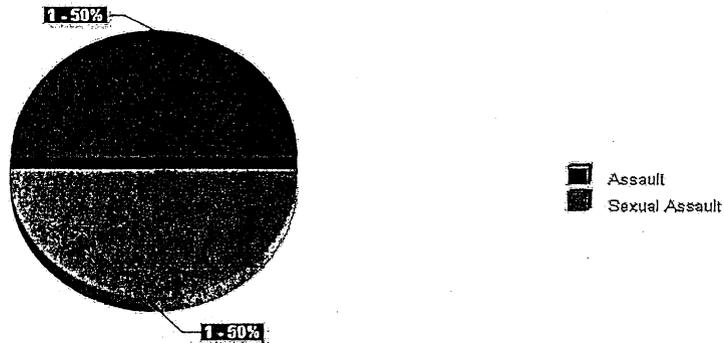
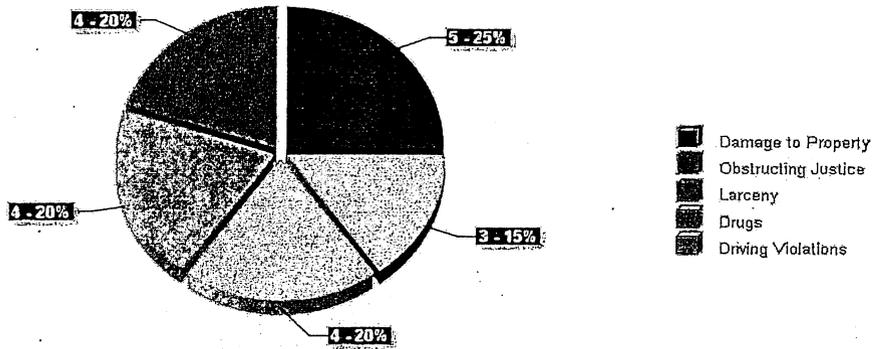
Total Stops	52
Traffic Citations	28
Verbal Warnings	43
Parking Citations	5

Other

Physical Business Checks	
Interior	59
Exterior	188
Patrol Contacts	253

Arrests

Misdemeanor Persons	5
Misdemeanor Charges	6
Felony Persons	0
Felony Charges	0
Juvenile Apprehensions	0



PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
JUNE 2017

Calls for Service

Dispatched	133
Patrol Originated	25
Follow Up Complaints	28
Assist to PPD	9
Assist to Fire / EMS	8
Assist Other Depts	26
Directed Patrol	75

Other Functions

Pistol Purchase Permits	8
PBT's	69
FOIA Requests	4
Sex Offender Registrations	1
Training	12
Administrative	297
Miscellaneous Function	17

Traffic Stops

Total Stops	101
Traffic Citations	58
Verbal Warnings	87
Parking Citations	25

Other

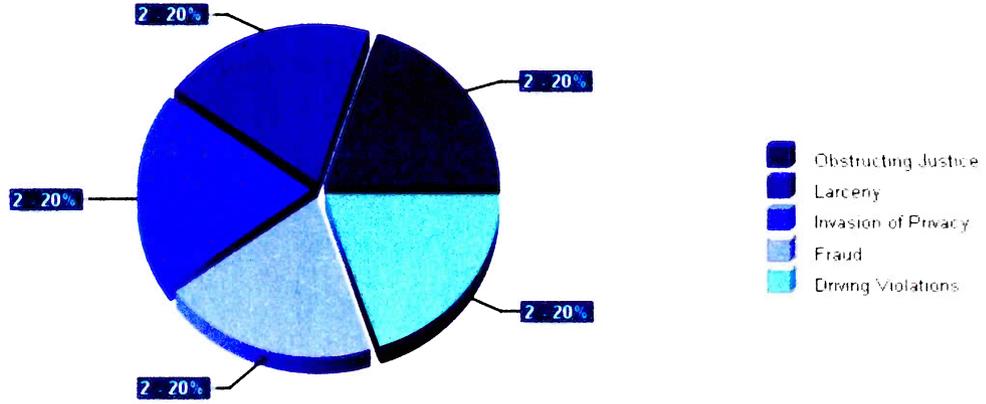
Physical Business Checks	
Interior	83
Exterior	253
Patrol Contacts	322

Arrests

Misdemeanor Persons	9
Misdemeanor Charges	12
Felony Persons	0
Felony Charges	3
Juvenile Apprehensions	0

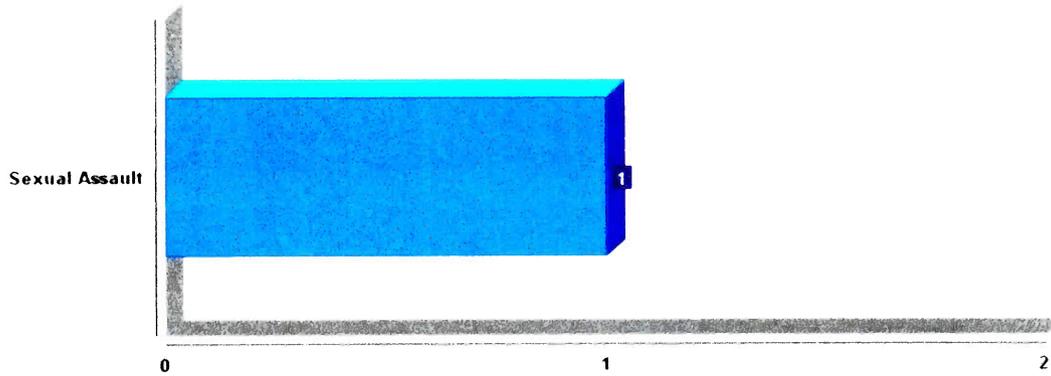
**PORTLAND POLICE DPEARTMENT
STATISTICAL INFORMATION
JUNE 2017**

Top 5 Offenses

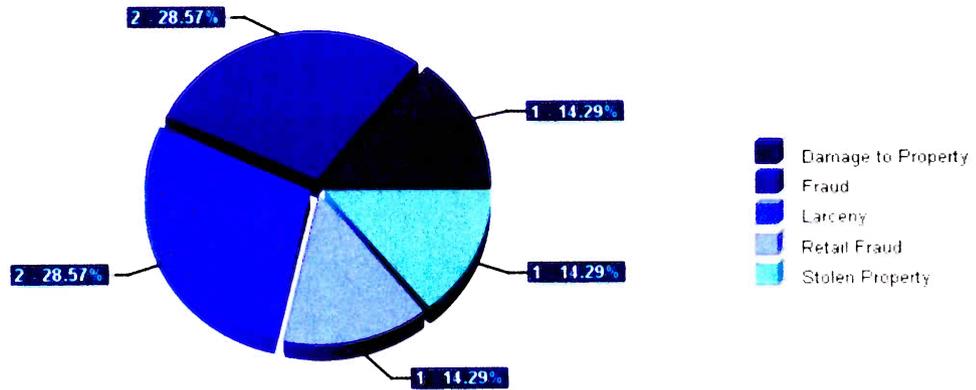


Person Crimes

Person Crimes



Property Crimes



IONIA COUNTY BOARD OF COMMISSIONERS

July 25, 2017 - 7:00 p.m.

Conference Room – Central Dispatch Building

AGENDA

- 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 June 2017 - \$1,323,655.72
 - D. Approve payment of Health Fund bills - \$127,911.67
 - E.
- VIII. Unfinished Business**
 - A.
- IX. New Business**
 - A. Clerk's Office Agreement with Department of Health and Human Services for Michigan Centralized Birth Certification System
 - B. Clerk's Office request to sell Do-It-Yourself Divorce Packets
 - C. Budget Amendment – Central Dispatch
 - D. Budget Amendment – Establish 2017 Budget for Prosecutor's Drug Forfeiture Fund
 - E. Acknowledgement of transition of auditing firm from Abraham & Gaffney to Stevens, Kirinovic & Tucker
 - F. Authorize signatures on Letter of Engagement with Stevens, Kirinovic & Tucker
 - G.
- 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. Closed Session**
- XIV. Adjournment**

Board and/or Commission Vacancies

- **Board of Public Works** – One three-year term expiring January 2018.
- **Construction Board of Appeals** – Two two-year terms, expiring October 2017. One of these positions serves as an alternate member.
- **Economic Development Corporation/Brownfield Redevelopment Authority** – One three year term, expiring April 2018.
- **West Michigan Regional Planning Commission** – Two one-year terms, expiring December 2017.

Appointments for consideration in the month of August 2017: None

Appointments for consideration in the month of September 2017:

- *Commission on Aging Board* – Two three-year appointments.
- *Department of Human Services Board* – One three-year appointment.

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE ELECTRIC CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-18382**

- Consumers Energy Company requests Michigan Public Service Commission for approval of long-term power purchase contracts.
- 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.
- A public hearing will be held:

DATE/TIME: **Tuesday, August 8, 2017, 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: Michigan Public Service Commission
7109 West Saginaw Highway
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) 284-8090 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) May 1, 2017 Application, which seeks: 1) Approval pursuant to MCL 460.67(13)(b), finding that the capacity purchase arrangements described in the Application are reasonable and prudent; 2) Find that confidential treatment of certain business information described in the Application is appropriate; and 3) Grant such other and further relief as may be lawful and appropriate.

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

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by August 1, 2017. (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, thus 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 Michigan Administrative Hearing System's Administrative Hearing Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

A copy of Consumers Energy's application may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and the Michigan Administrative Hearing System's Administrative Hearing Rules, 2015 AC, R 792.10401 et seq.

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