



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

7:00 P.M. Tuesday, September 5, 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>Public Comment</u> (5-minute time limit per speaker)	
7:05 PM	V. <u>City Manager Report</u>	
7:10 PM	VI. <u>Presentations</u>	
7:20 PM	A. Steve Deroshia of ACD.net – Antenna Systems Proposal	
7:25 PM	B. Michael Rodewald of McDonalds	
	C. DDA/Main Street Director Conner Wellman – Downtown Report	
	VII. <u>Public Hearing(s)</u> – None	
	VIII. <u>Old Business</u> – None	
7:30 PM	IX. <u>New Business</u>	Decision
	A. Proposed Resolution 17-77 Approving Award of the James Street Improvement Project to CL Truck, Inc.	
7:33 PM	B. Proposed Resolution 17-78 Approving the Downtown Development Authority’s Amended Bylaws	Decision
7:35 PM	X. <u>Consent Agenda</u>	Decision
	A. Minutes & Synopsis from the Regular City Council Meeting held on August 21, 2017	
	Payment of Invoices in the Amount of \$55,671.20 and Payroll in the Amount of \$115,758.42 for a Total of \$171,429.62	
	B. Purchase Orders over \$5,000.00	
	1. Carrier & Gable in the Amount of \$9,197.30 for a Signal Crossing at Cutler Rd. and Grand River Ave.	
	2. Cook Brothers Excavating in the Amount of \$10,000.00 to Replace Electric Cables on Bristie St.	
	XI. <u>Communications</u>	
	A. DDA Minutes from July 20, 2017	
	B. DDA Minutes for August 3, 2017	
	C. DDA Treasurer’s Report for August 2017	
	D. Police Department Report for July 2017	
	E. Utility Billing Reports for July 2017	

**Estimated
Time**

**Desired
Outcome**

F. MPSC Notice of Hearing for Consumers Energy

7:40 PM

XII. Other Business - None

7:45 PM

XIII. City Manager Comments

7:50 PM

XIV. Council Comments

7:55 PM

XV. Adjournment

Decision

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 17-77

**A RESOLUTION APPROVING AWARD OF THE JAMES STREET
IMPROVEMENT PROJECT CL TRUCKING, INC.**

WHEREAS, the City received eight bids in response to its request for sealed bids to reconstruct James Street from Grant Street to Charlotte Highway (the Project), a copy of the Engineer's Bid Tabulation and recommendation is attached as Exhibit A; and

WHEREAS, the Engineer recommend award of the Project to CL Trucking, Inc., in the amount of \$1,081,163.26; and

WHEREAS, the City has issued bonds for street capital improvement projects and has sufficient bond proceeds to award the project.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Engineer's recommendation to award of the Project to CL Trucking, Inc., in the amount of \$1,081,163.26.
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 5, 2017

Monique I. Miller, City Clerk



City of Portland

James Street Improvements

Bid Tabulation

Project No.: 830080

By: JWM

Date: 9/1/2017

Bid Item No.	Item Description	Unit	Est. Qty.	Engineer's Estimate		CL Trucking & Excavating		Diversco Construction		Milbocker & Sons		C&D Hughes		Kamminga & Roodvoets		McGuirk Sand-Gravel (2)		Montgomery Excavating (3)	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	General Conditions, Bonds & Insurances (Max 5%)	LSUM	1	\$ 64,000.00	\$ 64,000.00	\$ 52,750.00	\$ 52,750.00	\$ 52,966.00	\$ 52,966.00	\$ 58,000.00	\$ 58,000.00	\$ 50,000.00	\$ 50,000.00	\$ 67,000.00	\$ 67,000.00	\$ 54,790.00	\$ 54,790.00	\$ 75,000.00	\$ 75,000.00
2	Above Ground Video Survey	LSUM	1	\$ 2,500.00	\$ 2,500.00	\$ 1,250.00	\$ 1,250.00	\$ 1,300.00	\$ 1,300.00	\$ 1,175.00	\$ 1,175.00	\$ 1,200.00	\$ 1,200.00	\$ 1,000.00	\$ 1,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,750.00	\$ 2,750.00
3	Roadway Grading	Sta	18	\$ 600.00	\$ 10,500.00	\$ 2,765.00	\$ 48,387.50	\$ 2,295.00	\$ 40,162.50	\$ 5,500.00	\$ 96,250.00	\$ 2,500.00	\$ 43,750.00	\$ 4,200.00	\$ 73,500.00	\$ 4,650.00	\$ 81,375.00	\$ 3,375.00	\$ 59,062.50
4	Subgrade Undercutting, Type II	Cyd	100	\$ 15.00	\$ 1,500.00	\$ 10.00	\$ 1,000.00	\$ 11.00	\$ 1,100.00	\$ 0.01	\$ 1.00	\$ 10.00	\$ 1,000.00	\$ 12.00	\$ 1,200.00	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00
5	Trench Undercut and Backfill	Cyd	100	\$ 20.00	\$ 2,000.00	\$ 10.00	\$ 1,000.00	\$ 1.00	\$ 100.00	\$ 0.01	\$ 1.00	\$ 20.00	\$ 2,000.00	\$ 14.00	\$ 1,400.00	\$ 20.00	\$ 2,000.00	\$ 30.00	\$ 3,000.00
6	Maintenance Gravel, LM	Cyd	100	\$ 10.00	\$ 1,000.00	\$ 5.00	\$ 500.00	\$ 20.00	\$ 2,000.00	\$ 35.00	\$ 3,500.00	\$ 15.00	\$ 1,500.00	\$ 14.00	\$ 1,400.00	\$ 30.00	\$ 3,000.00	\$ 20.00	\$ 2,000.00
7	Exploratory Digging	Hr	50	\$ 100.00	\$ 5,000.00	\$ 1.00	\$ 50.00	\$ 175.00	\$ 8,750.00	\$ 300.00	\$ 15,000.00	\$ 200.00	\$ 10,000.00	\$ 100.00	\$ 5,000.00	\$ 448.00	\$ 22,400.00	\$ 200.00	\$ 10,000.00
8	Flowable Fill	Cyd	100	\$ 110.00	\$ 11,000.00	\$ 1.00	\$ 100.00	\$ 111.00	\$ 11,100.00	\$ 150.00	\$ 15,000.00	\$ 150.00	\$ 15,000.00	\$ 120.00	\$ 12,000.00	\$ 106.00	\$ 10,600.00	\$ 150.00	\$ 15,000.00
9	Tree, Rem, 19 inch to 36 inch	Ea	5	\$ 640.00	\$ 3,200.00	\$ 500.00	\$ 2,500.00	\$ 1,100.00	\$ 5,500.00	\$ 1,200.00	\$ 6,000.00	\$ 895.00	\$ 4,475.00	\$ 900.00	\$ 4,500.00	\$ 226.00	\$ 1,130.00	\$ 1,000.00	\$ 5,000.00
10	Tree, Rem, 6 inch to 18 inch	Ea	2	\$ 175.00	\$ 350.00	\$ 150.00	\$ 300.00	\$ 425.00	\$ 850.00	\$ 900.00	\$ 1,800.00	\$ 225.00	\$ 450.00	\$ 250.00	\$ 500.00	\$ 900.00	\$ 1,800.00	\$ 250.00	\$ 500.00
11	Stump, Rem	Ea	1	\$ 200.00	\$ 200.00	\$ 100.00	\$ 100.00	\$ 175.00	\$ 175.00	\$ 350.00	\$ 350.00	\$ 125.00	\$ 125.00	\$ 150.00	\$ 150.00	\$ 126.00	\$ 126.00	\$ 200.00	\$ 200.00
12	Tree, Relocate	Ea	1	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 1,000.00	\$ 1,000.00	\$ 990.00	\$ 990.00	\$ 990.00	\$ 990.00	\$ 1,000.00	\$ 1,000.00	\$ 1,005.00	\$ 1,005.00	\$ 2,500.00	\$ 2,500.00
13	Flag and Landscape, Relocate	Ea	1	\$ 100.00	\$ 100.00	\$ 150.00	\$ 150.00	\$ 1,200.00	\$ 1,200.00	\$ 500.00	\$ 500.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 706.00	\$ 706.00	\$ 6,500.00	\$ 6,500.00
14	Sign, Type III, Rem	Ea	8	\$ 8.00	\$ 64.00	\$ 15.00	\$ 120.00	\$ 15.00	\$ 120.00	\$ 15.00	\$ 120.00	\$ 15.00	\$ 120.00	\$ 15.00	\$ 120.00	\$ 15.00	\$ 120.00	\$ 100.00	\$ 800.00
15	Cold Milling HMA Surface	Syd	6,700	\$ 2.00	\$ 13,400.00	\$ 1.15	\$ 7,705.00	\$ 0.90	\$ 6,030.00	\$ 1.50	\$ 10,050.00	\$ 2.00	\$ 13,400.00	\$ 3.00	\$ 20,100.00	\$ 2.30	\$ 15,410.00	\$ 2.50	\$ 16,750.00
16	Pavt, Rem	Syd	1,114	\$ 7.00	\$ 7,798.00	\$ 4.00	\$ 4,456.00	\$ 3.00	\$ 3,342.00	\$ 8.55	\$ 9,524.70	\$ 12.00	\$ 13,368.00	\$ 10.00	\$ 11,140.00	\$ 8.20	\$ 9,134.80	\$ 5.00	\$ 5,570.00
17	Sidewalk, Rem	Syd	980	\$ 9.00	\$ 8,820.00	\$ 4.00	\$ 3,920.00	\$ 3.00	\$ 2,940.00	\$ 5.00	\$ 4,900.00	\$ 8.00	\$ 7,840.00	\$ 4.00	\$ 3,920.00	\$ 8.40	\$ 8,232.00	\$ 7.50	\$ 7,350.00
18	Curb and Gutter, Rem	Ft	3,770	\$ 7.00	\$ 26,390.00	\$ 3.90	\$ 14,703.00	\$ 3.75	\$ 14,137.50	\$ 3.00	\$ 11,310.00	\$ 5.00	\$ 18,850.00	\$ 4.00	\$ 15,080.00	\$ 6.00	\$ 22,620.00	\$ 5.00	\$ 18,850.00
19	Timber Wall, Rem	Syd	30	\$ 40.00	\$ 1,200.00	\$ 10.00	\$ 300.00	\$ 16.00	\$ 480.00	\$ 35.00	\$ 1,050.00	\$ 60.00	\$ 1,800.00	\$ 42.00	\$ 1,260.00	\$ 39.50	\$ 1,185.00	\$ 25.00	\$ 750.00
20	San Sewer, Rem, Less than 24 inch	Ft	200	\$ 10.00	\$ 2,000.00	\$ 7.50	\$ 1,500.00	\$ 7.00	\$ 1,400.00	\$ 8.00	\$ 1,600.00	\$ 1.00	\$ 200.00	\$ 14.00	\$ 2,800.00	\$ 9.20	\$ 1,840.00	\$ 15.00	\$ 3,000.00
21	Storm Sewer, Rem, Less than 24 inch	Ft	300	\$ 10.00	\$ 3,000.00	\$ 5.00	\$ 1,500.00	\$ 7.00	\$ 2,100.00	\$ 8.00	\$ 2,400.00	\$ 5.00	\$ 1,500.00	\$ 6.00	\$ 1,800.00	\$ 9.10	\$ 2,730.00	\$ 12.00	\$ 3,600.00
22	Dr Structure, Rem	Ea	18	\$ 260.00	\$ 4,680.00	\$ 300.00	\$ 5,400.00	\$ 318.00	\$ 5,724.00	\$ 260.00	\$ 4,680.00	\$ 200.00	\$ 3,600.00	\$ 225.00	\$ 4,050.00	\$ 260.00	\$ 4,680.00	\$ 500.00	\$ 9,000.00
23	San Manhole, Rem	Ea	8	\$ 300.00	\$ 2,400.00	\$ 300.00	\$ 2,400.00	\$ 318.00	\$ 2,544.00	\$ 780.00	\$ 6,240.00	\$ 400.00	\$ 3,200.00	\$ 510.00	\$ 4,080.00	\$ 390.00	\$ 3,120.00	\$ 750.00	\$ 6,000.00
24	Valve Box, Rem	Ea	10	\$ 390.00	\$ 3,900.00	\$ 125.00	\$ 1,250.00	\$ 65.00	\$ 650.00	\$ 140.00	\$ 1,400.00	\$ 200.00	\$ 2,000.00	\$ 215.00	\$ 2,150.00	\$ 118.00	\$ 1,180.00	\$ 150.00	\$ 1,500.00
25	Hydrant, Rem	Ea	4	\$ 455.00	\$ 1,820.00	\$ 500.00	\$ 2,000.00	\$ 318.00	\$ 1,272.00	\$ 300.00	\$ 1,200.00	\$ 500.00	\$ 2,000.00	\$ 710.00	\$ 2,840.00	\$ 484.00	\$ 1,936.00	\$ 500.00	\$ 2,000.00
26	Structure Cover, Adj. Case 2	Ea	8	\$ 400.00	\$ 3,200.00	\$ 300.00	\$ 2,400.00	\$ 463.00	\$ 3,704.00	\$ 500.00	\$ 4,000.00	\$ 500.00	\$ 4,000.00	\$ 285.00	\$ 2,280.00	\$ 709.00	\$ 5,672.00	\$ 350.00	\$ 2,800.00
27	Erosion Control, Inlet Protection, Fabric Drop	Ea	22	\$ 84.00	\$ 1,848.00	\$ 100.00	\$ 2,200.00	\$ 128.00	\$ 2,816.00	\$ 50.00	\$ 1,100.00	\$ 100.00	\$ 2,200.00	\$ 123.00	\$ 2,706.00	\$ 92.50	\$ 2,035.00	\$ 150.00	\$ 3,300.00
28	Erosion Control, Silt Fence	Ft	650	\$ 2.00	\$ 1,300.00	\$ 0.01	\$ 6.50	\$ 1.50	\$ 975.00	\$ 2.30	\$ 1,495.00	\$ 2.00	\$ 1,300.00	\$ 1.80	\$ 1,170.00	\$ 3.00	\$ 1,950.00	\$ 2.50	\$ 1,625.00
29	Mulch Blanket	Syd	200	\$ 1.00	\$ 200.00	\$ 1.00	\$ 200.00	\$ 0.70	\$ 140.00	\$ 1.58	\$ 316.00	\$ 1.60	\$ 320.00	\$ 0.95	\$ 190.00	\$ 2.00	\$ 400.00	\$ 2.50	\$ 500.00
30	Slope Restoration	Syd	5,000	\$ 3.00	\$ 15,000.00	\$ 4.00	\$ 20,000.00	\$ 6.75	\$ 33,750.00	\$ 0.90	\$ 4,500.00	\$ 4.00	\$ 20,000.00	\$ 2.50	\$ 12,500.00	\$ 5.30	\$ 26,500.00	\$ 4.25	\$ 21,250.00
31	Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	Ea	19	\$ 62.00	\$ 1,178.00	\$ 48.00	\$ 912.00	\$ 45.00	\$ 855.00	\$ 45.00	\$ 855.00	\$ 45.00	\$ 855.00	\$ 53.00	\$ 1,007.00	\$ 45.50	\$ 864.50	\$ 50.00	\$ 950.00
32	Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	Ea	19	\$ 3.00	\$ 57.00	\$ 2.00	\$ 38.00	\$ 5.00	\$ 95.00	\$ 5.00	\$ 95.00	\$ 5.00	\$ 95.00	\$ 1.00	\$ 19.00	\$ 5.00	\$ 95.00	\$ 5.50	\$ 104.50
33	Minor Traf Devices	LSUM	1	\$ 6,000.00	\$ 6,000.00	\$ 9,870.00	\$ 9,870.00	\$ 7,500.00	\$ 7,500.00	\$ 2,500.00	\$ 2,500.00	\$ 20,000.00	\$ 20,000.00	\$ 12,900.00	\$ 12,900.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
34	Plastic Drum, High Intensity, Furn	Ea	20	\$ 16.00	\$ 320.00	\$ 9.75	\$ 195.00	\$ 14.00	\$ 280.00	\$ 14.00	\$ 280.00	\$ 14.00	\$ 280.00	\$ 24.00	\$ 480.00	\$ 14.00	\$ 280.00	\$ 16.00	\$ 320.00
35	Plastic Drum, High Intensity, Oper	Ea	20	\$ 120.00	\$ 2,400.00	\$ 0.25	\$ 5.00	\$ 1.00	\$ 20.00	\$ 1.00	\$ 20.00	\$ 1.00	\$ 20.00	\$ 1.00	\$ 20.00	\$ 1.00	\$ 20.00	\$ 1.25	\$ 25.00
36	Sign, Type B, Temp, Prismatic, Furn	Sft	337	\$ 5.00	\$ 1,685.00	\$ 2.75	\$ 926.75	\$ 3.00	\$ 1,011.00	\$ 3.00	\$ 1,011.00	\$ 3.00	\$ 1,011.00	\$ 3.00	\$ 1,011.00	\$ 3.00	\$ 1,011.00	\$ 3.50	\$ 1,179.50
37	Sign, Type B, Temp, Prismatic, Oper	Sft	337	\$ 45.00	\$ 15,165.00	\$ 0.10	\$ 33.70	\$ 1.00	\$ 337.00	\$ 1.00	\$ 337.00	\$ 1.00	\$ 337.00	\$ 0.10	\$ 33.70	\$ 1.00	\$ 337.00	\$ 1.25	\$ 421.25
38	Traf Regulator Control	LSUM	1	\$ 6,000.00	\$ 6,000.00	\$ 0.01	\$ 0.01	\$ 1.00	\$ 1.00	\$ 0.01	\$ 0.01	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 10,954.56	\$ 10,954.56	\$ 5,000.00	\$ 5,000.00
39	Subbase, CIP	Cyd	2,550	\$ 15.00	\$ 38,250.00	\$ 7.00	\$ 17,850.00	\$ 4.00	\$ 10,200.00	\$ 5.75	\$ 14,662.50	\$ 15.00	\$ 38,250.00	\$ 13.00	\$ 33,150.00	\$ 9.70	\$ 24,735.00	\$ 16.00	\$ 40,800.00
40	Aggregate Base, 8 inch	Syd	6,600	\$ 9.00	\$ 59,400.00	\$ 5.00	\$ 33,000.00	\$ 12.60	\$ 83,160.00	\$ 9.25	\$ 61,050.00	\$ 8.00	\$ 52,800.00	\$ 8.00	\$ 52,800.00	\$ 7.00	\$ 46,200.00	\$ 11.75	\$ 77,550.00
41	Hand Patching	Ton	75	\$ 84.00	\$ 6,300.00	\$ 30.00	\$ 2,250.00	\$ 150.00	\$ 11,250.00	\$ 150.00	\$ 11,250.00	\$ 150.00	\$ 11,250.00	\$ 135.00	\$ 10,125.00	\$ 126.00	\$ 9,450.00	\$ 140.00	\$ 10,500.00
42	HMA, 13A (Surface)	Ton	575	\$ 60.00	\$ 34,500.00	\$ 71.00	\$ 40,825.00	\$ 82.00	\$ 47,150.00	\$ 70.00	\$ 40,250.00	\$ 70.00	\$ 40,250.00	\$ 70.00	\$ 40,250.00	\$ 77.00	\$ 44,275.00	\$ 80.00	\$ 46,000.00
43	HMA, 13A (Levelling)	Ton	575	\$ 60.00	\$ 34,500.00	\$ 71.00	\$ 40,825.00	\$ 82.00	\$ 47,150.00	\$ 68.15	\$ 39,186.25	\$ 68.15	\$ 39,186.25	\$ 68.15	\$ 39,186.25	\$ 72.50	\$ 41,687.50	\$ 80.00	\$ 46,000.00
44	Place and Compact HMA Millings	Syd	235	\$ 10.00	\$ 2,350.00	\$ 4.00	\$ 940.00	\$ 6.00	\$ 1,410.00	\$ 6.00	\$ 1,410.00	\$ 10.00	\$ 2,350.00	\$ 3.20	\$ 752.00	\$ 4.10	\$ 963.50	\$ 15.00	\$ 3,525.00
45	Driveway, Nonrein Conc, 6 inch	Syd	1,180	\$ 35.00	\$ 41,300.00	\$ 29.50	\$ 34,810.00	\$ 25.70	\$ 30,326.00	\$ 32.00	\$ 37,760.00	\$ 32.00	\$ 37,760.00	\$ 37.00	\$ 43,660.00	\$ 37.50	\$ 44,250.00	\$ 40.00	\$ 47,200.00
46	Curb and Gutter, Conc, Det F4	Ft	4,820	\$ 16.00	\$														

70	Bend, 45 DEG, 6 inch	Ea	8	\$ 275.00	\$ 2,200.00	\$ 175.00	\$ 1,400.00	\$ 316.00	\$ 2,528.00	\$ 250.00	\$ 2,000.00	\$ 200.00	\$ 1,600.00	\$ 275.00	\$ 2,200.00	\$ 294.00	\$ 2,352.00	\$ 400.00	\$ 3,200.00
71	Bend, 22.5 DEG, 6 inch	Ea	8	\$ 275.00	\$ 2,200.00	\$ 175.00	\$ 1,400.00	\$ 309.00	\$ 2,472.00	\$ 240.00	\$ 1,920.00	\$ 200.00	\$ 1,600.00	\$ 265.00	\$ 2,120.00	\$ 286.00	\$ 2,288.00	\$ 400.00	\$ 3,200.00
72	Bend, 22.5 DEG, 8 inch	Ea	8	\$ 275.00	\$ 2,200.00	\$ 225.00	\$ 1,800.00	\$ 425.00	\$ 3,400.00	\$ 300.00	\$ 2,400.00	\$ 250.00	\$ 2,000.00	\$ 330.00	\$ 2,640.00	\$ 350.00	\$ 2,800.00	\$ 425.00	\$ 3,400.00
73	Bend, 90 DEG, 6 inch	Ea	1	\$ 275.00	\$ 275.00	\$ 175.00	\$ 175.00	\$ 335.00	\$ 335.00	\$ 265.00	\$ 265.00	\$ 500.00	\$ 500.00	\$ 290.00	\$ 290.00	\$ 313.00	\$ 313.00	\$ 425.00	\$ 425.00
74	Tee, 8 inch x 8 inch x 8 inch	Ea	8	\$ 4,700.00	\$ 37,600.00	\$ 350.00	\$ 2,800.00	\$ 648.00	\$ 5,184.00	\$ 490.00	\$ 3,920.00	\$ 400.00	\$ 3,200.00	\$ 540.00	\$ 4,320.00	\$ 505.00	\$ 4,040.00	\$ 700.00	\$ 5,600.00
75	Tee, 8 inch x 8 inch x 6 inch	Ea	6	\$ 4,700.00	\$ 28,200.00	\$ 350.00	\$ 2,100.00	\$ 521.00	\$ 3,126.00	\$ 440.00	\$ 2,640.00	\$ 500.00	\$ 3,000.00	\$ 475.00	\$ 2,850.00	\$ 457.00	\$ 2,742.00	\$ 650.00	\$ 3,900.00
76	Reducer, 8 inch x 6 inch	Ea	5	\$ 270.00	\$ 1,350.00	\$ 250.00	\$ 1,250.00	\$ 297.00	\$ 1,485.00	\$ 270.00	\$ 1,350.00	\$ 500.00	\$ 2,500.00	\$ 300.00	\$ 1,500.00	\$ 319.00	\$ 1,595.00	\$ 425.00	\$ 2,125.00
77	Water Main, Connect, 8 inch	Ea	4	\$ 1,500.00	\$ 6,000.00	\$ 1,500.00	\$ 6,000.00	\$ 784.00	\$ 3,136.00	\$ 2,000.00	\$ 8,000.00	\$ 4,000.00	\$ 16,000.00	\$ 1,400.00	\$ 5,600.00	\$ 1,637.00	\$ 6,548.00	\$ 3,000.00	\$ 12,000.00
78	Water Main, Connect, 6 inch	Ea	5	\$ 1,500.00	\$ 7,500.00	\$ 1,500.00	\$ 7,500.00	\$ 733.00	\$ 3,665.00	\$ 1,900.00	\$ 9,500.00	\$ 4,000.00	\$ 20,000.00	\$ 1,300.00	\$ 6,500.00	\$ 1,594.00	\$ 7,970.00	\$ 2,250.00	\$ 11,250.00
79	Cap, DI, 8 inch	Ea	1	\$ 400.00	\$ 400.00	\$ 150.00	\$ 150.00	\$ 271.00	\$ 271.00	\$ 265.00	\$ 265.00	\$ 500.00	\$ 500.00	\$ 230.00	\$ 230.00	\$ 249.00	\$ 249.00	\$ 400.00	\$ 400.00
80	Water Main, DI, 6 inch	Ft	90	\$ 60.00	\$ 5,400.00	\$ 50.00	\$ 4,500.00	\$ 56.00	\$ 5,040.00	\$ 54.00	\$ 4,860.00	\$ 60.00	\$ 5,400.00	\$ 62.00	\$ 5,580.00	\$ 43.50	\$ 3,915.00	\$ 55.00	\$ 4,950.00
81	Gate Valve and Box, 6 inch	Ea	6	\$ 1,600.00	\$ 9,600.00	\$ 1,250.00	\$ 7,500.00	\$ 1,022.00	\$ 6,132.00	\$ 1,300.00	\$ 7,800.00	\$ 1,000.00	\$ 6,000.00	\$ 1,500.00	\$ 9,000.00	\$ 1,355.00	\$ 8,130.00	\$ 1,250.00	\$ 7,500.00
82	Fire Hydrant	Ea	6	\$ 3,300.00	\$ 19,800.00	\$ 2,500.00	\$ 15,000.00	\$ 2,231.00	\$ 13,386.00	\$ 2,250.00	\$ 13,500.00	\$ 2,500.00	\$ 15,000.00	\$ 3,500.00	\$ 21,000.00	\$ 2,305.00	\$ 13,830.00	\$ 3,000.00	\$ 18,000.00
83	Storm Sewer, 12 inch	Ft	1,158	\$ 40.00	\$ 46,320.00	\$ 40.00	\$ 46,320.00	\$ 41.30	\$ 47,825.40	\$ 39.00	\$ 45,162.00	\$ 55.00	\$ 63,690.00	\$ 45.00	\$ 52,110.00	\$ 41.50	\$ 48,057.00	\$ 47.00	\$ 54,426.00
84	Storm Sewer, 15 inch	Ft	47	\$ 45.00	\$ 2,115.00	\$ 42.00	\$ 1,974.00	\$ 48.00	\$ 2,256.00	\$ 33.00	\$ 1,551.00	\$ 60.00	\$ 2,820.00	\$ 47.00	\$ 2,209.00	\$ 53.50	\$ 2,514.50	\$ 55.00	\$ 2,585.00
85	Storm Sewer, 18 inch	Ft	110	\$ 50.00	\$ 5,500.00	\$ 55.00	\$ 6,050.00	\$ 50.50	\$ 5,555.00	\$ 37.00	\$ 4,070.00	\$ 65.00	\$ 7,150.00	\$ 55.00	\$ 6,050.00	\$ 55.00	\$ 6,050.00	\$ 60.00	\$ 6,600.00
86	Storm Sewer, 24 inch	Ft	76	\$ 55.00	\$ 4,180.00	\$ 65.00	\$ 4,940.00	\$ 61.00	\$ 4,636.00	\$ 51.00	\$ 3,876.00	\$ 80.00	\$ 6,080.00	\$ 57.00	\$ 4,332.00	\$ 60.50	\$ 4,598.00	\$ 70.00	\$ 5,320.00
87	Storm Sewer Tap, 10 inch	Ea	1	\$ 275.00	\$ 275.00	\$ 200.00	\$ 200.00	\$ 128.00	\$ 128.00	\$ 180.00	\$ 180.00	\$ 500.00	\$ 500.00	\$ 285.00	\$ 285.00	\$ 164.00	\$ 164.00	\$ 175.00	\$ 175.00
88	Storm Sewer Tap, 12 inch	Ea	1	\$ 350.00	\$ 350.00	\$ 200.00	\$ 200.00	\$ 159.00	\$ 159.00	\$ 200.00	\$ 200.00	\$ 500.00	\$ 500.00	\$ 310.00	\$ 310.00	\$ 175.00	\$ 175.00	\$ 200.00	\$ 200.00
89	Storm Sewer Tap, 15 inch	Ea	1	\$ 450.00	\$ 450.00	\$ 300.00	\$ 300.00	\$ 159.00	\$ 159.00	\$ 240.00	\$ 240.00	\$ 700.00	\$ 700.00	\$ 380.00	\$ 380.00	\$ 203.00	\$ 203.00	\$ 250.00	\$ 250.00
90	Storm Sewer Tap, 18 inch	Ea	1	\$ 500.00	\$ 500.00	\$ 350.00	\$ 350.00	\$ 159.00	\$ 159.00	\$ 300.00	\$ 300.00	\$ 800.00	\$ 800.00	\$ 500.00	\$ 500.00	\$ 265.00	\$ 265.00	\$ 275.00	\$ 275.00
91	Storm Sewer Tap, 24 inch	Ea	2	\$ 600.00	\$ 1,200.00	\$ 400.00	\$ 800.00	\$ 211.00	\$ 422.00	\$ 410.00	\$ 820.00	\$ 1,000.00	\$ 2,000.00	\$ 720.00	\$ 1,440.00	\$ 368.00	\$ 736.00	\$ 300.00	\$ 600.00
92	Video Taping Sewer and Culv Pipe	Ft	1,391	\$ 1.00	\$ 1,391.00	\$ 1.00	\$ 1,391.00	\$ 2.00	\$ 2,782.00	\$ 2.00	\$ 2,782.00	\$ 1.10	\$ 1,530.10	\$ 1.00	\$ 1,391.00	\$ 1.40	\$ 1,947.40	\$ 2.00	\$ 2,782.00
93	Dr Structure Cover, Type B	Ea	3	\$ 500.00	\$ 1,500.00	\$ 1,000.00	\$ 3,000.00	\$ 900.00	\$ 2,700.00	\$ 2,000.00	\$ 6,000.00	\$ 700.00	\$ 2,100.00	\$ 480.00	\$ 1,440.00	\$ 1,400.00	\$ 4,200.00	\$ 500.00	\$ 1,500.00
94	Dr Structure Cover, Type K	Ea	19	\$ 600.00	\$ 11,400.00	\$ 650.00	\$ 12,350.00	\$ 595.00	\$ 11,305.00	\$ 1,135.00	\$ 21,565.00	\$ 700.00	\$ 13,300.00	\$ 435.00	\$ 8,265.00	\$ 1,110.00	\$ 21,090.00	\$ 500.00	\$ 9,500.00
95	Dr Structure Cover, Type Q	Ea	7	\$ 500.00	\$ 3,500.00	\$ 1,000.00	\$ 7,000.00	\$ 903.00	\$ 6,321.00	\$ 2,040.00	\$ 14,280.00	\$ 700.00	\$ 4,900.00	\$ 800.00	\$ 5,600.00	\$ 1,455.00	\$ 10,185.00	\$ 650.00	\$ 4,550.00
96	Dr Structure, 60 inch dia	Ea	1	\$ 2,800.00	\$ 2,800.00	\$ 3,000.00	\$ 3,000.00	\$ 3,280.00	\$ 3,280.00	\$ 3,200.00	\$ 3,200.00	\$ 2,500.00	\$ 2,500.00	\$ 3,900.00	\$ 3,900.00	\$ 4,005.00	\$ 4,005.00	\$ 3,000.00	\$ 3,000.00
97	Dr Structure, 48 inch dia	Ea	22	\$ 1,600.00	\$ 35,200.00	\$ 1,250.00	\$ 27,500.00	\$ 1,740.00	\$ 38,280.00	\$ 1,600.00	\$ 35,200.00	\$ 1,500.00	\$ 33,000.00	\$ 2,000.00	\$ 44,000.00	\$ 1,705.00	\$ 37,510.00	\$ 2,200.00	\$ 48,400.00
98	Dr Structure, Tap, 6 inch	Ea	40	\$ 1,200.00	\$ 48,000.00	\$ 0.01	\$ 0.40	\$ 10.00	\$ 400.00	\$ 150.00	\$ 6,000.00	\$ 200.00	\$ 8,000.00	\$ 200.00	\$ 8,000.00	\$ 136.00	\$ 5,440.00	\$ 150.00	\$ 6,000.00
99	Dr Structure, Tap, 12 inch	Ea	1	\$ 340.00	\$ 340.00	\$ 150.00	\$ 150.00	\$ 668.00	\$ 668.00	\$ 200.00	\$ 200.00	\$ 500.00	\$ 500.00	\$ 460.00	\$ 460.00	\$ 272.00	\$ 272.00	\$ 200.00	\$ 200.00
100	Modular Block Retaining Wall A	Sft	100	\$ 50.00	\$ 5,000.00	\$ 30.00	\$ 3,000.00	\$ 27.50	\$ 2,750.00	\$ 53.00	\$ 5,300.00	\$ 26.00	\$ 2,600.00	\$ 74.00	\$ 7,400.00	\$ 47.00	\$ 4,700.00	\$ 110.00	\$ 11,000.00
101	Modular Block Retaining Wall B	Sft	225	\$ 75.00	\$ 16,875.00	\$ 45.00	\$ 10,125.00	\$ 27.50	\$ 6,187.50	\$ 53.00	\$ 11,925.00	\$ 26.00	\$ 5,850.00	\$ 61.00	\$ 13,725.00	\$ 37.50	\$ 8,437.50	\$ 95.00	\$ 21,375.00
102	Modular Block Retaining Wall C	Sft	375	\$ 75.00	\$ 28,125.00	\$ 32.00	\$ 12,000.00	\$ 27.50	\$ 10,312.50	\$ 53.00	\$ 19,875.00	\$ 26.00	\$ 9,750.00	\$ 41.00	\$ 15,375.00	\$ 35.50	\$ 13,312.50	\$ 95.00	\$ 35,625.00
103	Decorative Fence	Ft	130	\$ 100.00	\$ 13,000.00	\$ 80.00	\$ 10,400.00	\$ 60.00	\$ 7,800.00	\$ 73.00	\$ 9,490.00	\$ 50.00	\$ 6,500.00	\$ 80.00	\$ 10,400.00	\$ 75.50	\$ 9,815.00	\$ 125.00	\$ 16,250.00
104	Conduit, Schedule 80, 8 inch	Ft	70	\$ 101.00	\$ 7,070.00	\$ 12.50	\$ 875.00	\$ 21.00	\$ 1,470.00	\$ 14.00	\$ 980.00	\$ 40.00	\$ 2,800.00	\$ 11.00	\$ 770.00	\$ 10.00	\$ 700.00	\$ 20.00	\$ 1,400.00
105	Sign, Type III B	Sft	93	\$ 14.00	\$ 1,302.00	\$ 15.00	\$ 1,395.00	\$ 15.00	\$ 1,395.00	\$ 15.00	\$ 1,395.00	\$ 15.00	\$ 1,395.00	\$ 19.00	\$ 1,767.00	\$ 15.00	\$ 1,395.00	\$ 20.00	\$ 1,860.00
106	Installing City supplied street name sign	Ea	12	\$ 10.00	\$ 120.00	\$ 20.00	\$ 240.00	\$ 20.00	\$ 240.00	\$ 20.00	\$ 240.00	\$ 20.00	\$ 240.00	\$ 30.00	\$ 360.00	\$ 20.00	\$ 240.00	\$ 100.00	\$ 1,200.00
107	Pavt Mrkg, Waterborne, 6 inch, White	Ft	701	\$ 0.50	\$ 350.50	\$ 1.40	\$ 981.40	\$ 1.40	\$ 981.40	\$ 1.40	\$ 981.40	\$ 1.40	\$ 981.40	\$ 1.40	\$ 981.40	\$ 1.40	\$ 981.40	\$ 1.00	\$ 701.00
108	Pavt Mrkg, Ovly Cold Plastic, 12 inch, White	Ft	192	\$ 0.50	\$ 96.00	\$ 5.25	\$ 1,008.00	\$ 5.25	\$ 1,008.00	\$ 5.25	\$ 1,008.00	\$ 5.25	\$ 1,008.00	\$ 5.25	\$ 1,008.00	\$ 5.30	\$ 1,017.60	\$ 10.00	\$ 1,920.00
109	Pavt Mrkg, Ovly Cold Plastic, 24 inch, White	Ft	136	\$ 1.00	\$ 136.00	\$ 10.50	\$ 1,428.00	\$ 10.50	\$ 1,428.00	\$ 10.50	\$ 1,428.00	\$ 10.50	\$ 1,428.00	\$ 10.50	\$ 1,428.00	\$ 10.50	\$ 1,428.00	\$ 20.00	\$ 2,720.00
110	Post, Steel, 3 lb	Ft	140	\$ 7.00	\$ 980.00	\$ 5.00	\$ 700.00	\$ 5.00	\$ 700.00	\$ 5.00	\$ 700.00	\$ 5.00	\$ 700.00	\$ 7.00	\$ 980.00	\$ 5.00	\$ 700.00	\$ 6.00	\$ 840.00
111	Acer rebrum, 4 inch to 6 inch	Ea	4	\$ 450.00	\$ 1,800.00	\$ 500.00	\$ 2,000.00	\$ 750.00	\$ 3,000.00	\$ 1,385.00	\$ 5,540.00	\$ 1,385.00	\$ 5,540.00	\$ 745.00	\$ 2,980.00	\$ 1,005.00	\$ 4,020.00	\$ 1,000.00	\$ 4,000.00
112	Acer x freemanii 'Jeffersred', 4 inch to 6 inch	Ea	4	\$ 450.00	\$ 1,800.00	\$ 500.00	\$ 2,000.00	\$ 750.00	\$ 3,000.00	\$ 1,385.00	\$ 5,540.00	\$ 1,385.00	\$ 5,540.00	\$ 745.00	\$ 2,980.00	\$ 1,005.00	\$ 4,020.00	\$ 1,000.00	\$ 4,000.00
113	Acer platanoides, 4 inch to 6 inch	Ea	3	\$ 450.00	\$ 1,350.00	\$ 500.00	\$ 1,500.00	\$ 750.00	\$ 2,250.00	\$ 1,385.00	\$ 4,155.00	\$ 1,385.00	\$ 4,155.00	\$ 745.00	\$ 2,235.00	\$ 1,005.00	\$ 3,015.00	\$ 1,000.00	\$ 3,000.00
114	Acer saccharum, 4 inch to 6 inch	Ea	3	\$ 450.00	\$ 1,350.00	\$ 500.00	\$ 1,500.00	\$ 750.00	\$ 2,250.00	\$ 1,385.00	\$ 4,155.00	\$ 1,385.00	\$ 4,155.00	\$ 745.00	\$ 2,235.00	\$ 1,005.00	\$ 3,015.00	\$ 1,000.00	\$ 3,000.00
115	Pyrus calleryana 'Redspire', 4 inch to 6 inch	Ea	3	\$ 450.00	\$ 1,350.00	\$ 500.00	\$ 1,500.00	\$ 750.00	\$ 2,250.00	\$ 1,385.00	\$ 4,155.00	\$ 1,385.00	\$ 4,155.00	\$ 745.00	\$ 2,235.00	\$ 1,005.00	\$ 3,015.00	\$ 1,000.00	\$ 3,000.00

Total Base Bid: \$ 1,365,136.50 \$ 1,060,143.26 \$ 1,165,547.70 \$ 1,183,671.86 \$ 1,316,130.75 \$ 1,354,020.35 \$ 1,373,190.26 \$ 1,568,338.75

Alternate No. 1:																				
A1	Cold Milling HMA Surface (Alt 1)	Syd	2,300	\$ 2.00	\$ 4,600.00	\$ 2.50	\$ 5,750.00	\$ 1.40	\$ 3,220.00	\$ 1.80	\$ 4,140.00	\$ 3.50	\$ 8,050.00	\$ 2.30	\$ 5,290.00	\$ 4.50	\$ 10,350.00	\$ 3.00	\$ 6,900.00	
A2	HMA 13A (Alt 1)	Ton	200	\$ 60.00	\$ 12,000.00	\$ 76.35	\$ 15,270.00	\$ 82.00	\$ 16,400.00	\$ 74.00	\$ 14,800.00	\$ 74.00	\$ 14,800.00	\$ 82.00	\$ 16,400.00	\$ 85.00	\$ 17,000.00	\$ 100.00	\$ 20,000.00	
Total Alternate No. 1:				\$ 16,600.00	\$ 21,020.00	\$ 19,620.00	\$ 18,940.00	\$ 22,850.00	\$ 21,690.00	\$ 27,350.00	\$ 26,900.00									

Note (1): Non-conforming bid by Sandborn Construction rejected.
Note (2): Corrected Base Bid total. **Grand Total: \$ 1,381,736.50 \$ 1,081,163.26 \$ 1,185,16**

City of Portland
James Street Improvements
Bid Summary

<u>Bidder</u>	<u>Base Bid</u>	<u>Alternate No. 1</u>	<u>Total</u>
CL Trucking & Excavating	\$ 1,060,143.26	\$ 21,020.00	\$ 1,081,163.26
Diversco Construction	\$ 1,165,547.70	\$ 19,620.00	\$ 1,185,167.70
Milbocker & Sons	\$ 1,183,671.86	\$ 18,940.00	\$ 1,202,611.86
C&D Hughes	\$ 1,316,130.75	\$ 22,850.00	\$ 1,338,980.75
Kammaing & Roodvoets	\$ 1,354,020.35	\$ 21,690.00	\$ 1,375,710.35
McGuirk Sand-Gravel	\$ 1,373,190.26	\$ 27,350.00	\$ 1,400,540.26
Montgomery Excavating	\$ 1,568,338.75	\$ 26,900.00	\$ 1,595,238.75
Engineer's Estimate	\$ 1,365,136.50	\$ 16,600.00	\$ 1,381,736.50



September 1, 2017

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

RE: James Street Improvements – Recommendation of Award

Dear Tutt:

We have reviewed the bids for the above referenced project and summarized the bids on the attached spreadsheets. A total of eight (8) bids were received and read at the public bid opening on August 31, 2017. The “as-read” apparent low bidder was Sandborn Construction. However, as we reviewed the bids in detail, an irregularity was discovered. The bidder left a blank in the bid form for the General Conditions, Bonds & Insurances bid item (both unit price and total). According to Specification 00 21 13 INSTRUCTIONS TO BIDDERS, Section 13.01.A:

All blanks on the Bid Form shall be completed in ink and the Bid Form signed in ink. Erasures or alterations shall be initialed in ink by the person signing the Bid Form. A Bid price shall be indicated for each section, Bid item, alternate, adjustment unit price item, and unit price item listed therein.

Section 19.01 goes on to state:

OWNER reserves the right to reject any or all Bids, including without limitation, non-conforming, nonresponsive, unbalanced, or conditional Bids.

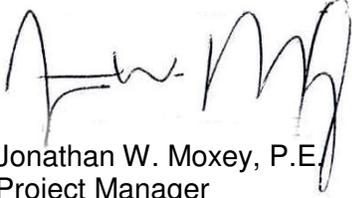
We have discussed this matter with our legal counsel, who has advised that the City reject the bid as non-conforming, as it establishes a precedent that could be abused and jeopardize the bidding process.

Of the remaining seven (7) bids received, five (5) were below our Engineer’s Estimate of \$1,365,136.50. The low Base Bid was submitted by CL Trucking & Excavating, LLC in the amount of \$1,060,143.26 and they submitted a bid of \$19,260.00 for Bid Alternate No. 1 (milling and resurfacing on Caroline and Newton Streets). CL Trucking & Excavating, LLC has completed several projects in Portland and we have also worked with CL Trucking & Excavating, LLC on a number of other projects in other communities. Our experience with CL Trucking & Excavating, LLC indicates that they are capable of performing a quality job, on schedule for the project. Based on the above, we recommend an award to CL Trucking & Excavating, LLC in the amount of \$1,081,163.26 for the Base Bid and Bid Alternate No. 1.

Please feel free to contact me with any questions.

Sincerely,

FLEIS & VANDENBRINK ENGINEERING, INC.

A handwritten signature in black ink, appearing to read 'Jonathan W. Moxey', written over a light blue horizontal line.

Jonathan W. Moxey, P.E.
Project Manager

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 17-78

**A RESOLUTION APPROVING THE DOWNTOWN DEVELOPMENT
AUTHORITY'S AMENDED BYLAWS**

WHEREAS, on August 24, 2017 the Downtown Development (DDA) Board approved amending their bylaws to contemplate the combination of the DDA and Main Street Boards and confirming the number of Board Members required to take action, as well as other items, a copy of the proposed bylaws are attached as Exhibit A; and

WHEREAS, pursuant to the current and proposed DDA by-laws, any amendment be approved by the City Council.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the amended the Downtown Development Authority bylaws, a copy of which are attached 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 5, 2017

Monique I. Miller, City Clerk

**DOWNTOWN DEVELOPMENT AUTHORITY
OF THE CITY OF PORTLAND**

BY-LAWS

Article I. Name and Purpose.

Section 1. The name of this organization shall be the Downtown Development Authority of the City of Portland (the "Authority").

Section 2. The purpose of the Authority is to implement Act 197 of the Public Acts of Michigan of 1975, as amended, MCL 125.1651 *et seq.* (the "Act").

Section 3. The Downtown Development Authority of the City of Portland shall be established and operate as a nonprofit entity.

Article II. Registered Office.

Section 1. The registered office and the principal place of business of the Authority shall be the City Hall in the City of Portland ("Portland") or such other location as may from time to time be designated by the Board of Directors of the Authority.

Article III. Board of Directors.

Section 1. The Authority shall be under the supervision and control of a Board of Directors (the "Board") and the Board members shall be appointed pursuant to Section 4(1) of the Act, as amended. The membership composition of the Board shall comply with the requirements of the Act. The Board shall have the powers and responsibilities provided in Section 7 of the Act, as amended. The Board shall consist of the Mayor of Portland (during his/her term in office) and eight (8) to ten (10) members.

Section 2. A member of the Board shall serve a four (4) year term. A member of the Board shall hold office until his/her successor is appointed. Resignations of members of the Board shall be effective upon delivery of the resignation in writing to the Mayor. Vacancies occurring on the Board shall be filled by appointment of the Mayor for the unexpired term.

Section 3. Members of the Board shall serve without compensation, but shall be reimbursed for actual and necessary expenses.

Section 4. Pursuant to notice and an opportunity to be heard before the City Council, a member of the Board may be removed from office for neglect of duty, including non-attendance at three (3) or more meetings per calendar year, misconduct, malfeasance, or any other good cause by a majority vote of the City Council.

Section 5. A member of the Board who has a direct personal or financial interest in any matter before the Authority shall disclose the interest prior to the Authority taking any action with respect to the matter, which disclosure shall become a part of the record of the Authority's official proceedings. Further, any member making such disclosure may then be required by a majority vote of the Board to abstain from participating in the Board's decision-making process relative to such matter.

Section 6. Six (6) members of the Board shall constitute a quorum for the transaction of business at meetings of the Board unless otherwise specified by state law. The chairperson of the Board may postpone or reschedule a meeting in the event a quorum will not be present upon proper notification in accordance with the Open Meetings Act, Act 267 of 1976, as amended, MCL 15.261 *et seq.* (the “OMA”).

Section 7. The Board may establish advisory committees as necessary to assist in the fulfillment of its responsibilities and goals. Committee members shall be appointed by the chairperson of the Board, with concurrence from the Board. The purpose, functions, and term of each committee shall be defined and established by the Board. Each committee shall be comprised of less than a quorum of the Board and shall be solely advisory in nature without the authority to vote or make decisions that bind the Board or the Authority. Any committee member may be removed by a majority vote of the Board whenever in its judgment the best interest of the Authority would be served. A vacancy on any committee shall be filled for its unexpired term by a majority vote of the members of the Board.

Article IV. Officers.

Section 1. The Board shall elect from its membership a chairperson, vice-chairperson, secretary, and a treasurer. In addition, the Board may appoint any of the following assistant secretary, assistant treasurer, assistant human resource manager, who need not be a member of the Board, to be charged with such duties as the Board deems appropriate. The election of any officer requires a majority vote of the members of the Board. Officers of the Authority shall be elected annually at the first regular meeting in July of the Board. If the election of officers shall not be held or made at such meeting, such election shall be held or made as soon thereafter as is convenient

Section 2. All officers shall hold office for one year or until a successor is elected and qualified. Officers shall be eligible for re-election.

Section 3. An officer may be removed by a majority vote of the Board whenever in its judgment the best interest of the Authority would be served. A vacancy in any office shall be filled for its unexpired term by a majority vote of the members of the Board

Section 4. The chairperson shall be responsible for providing orientation to newly appointed members of the Board.

Section 5. In accordance with the Act, the Board may authorize any officer, agent, employee or member to enter into any contract or execute and deliver any instrument in the name of an on behalf of the Authority, and such authority may be general or confined to specific instances. Unless so authorized, no officer, agent, employee or member shall have any power or authority to bind the Authority by any contract or engagement or to pledge its credit or to render it liable pecuniary for any purpose or in any amount.

Section 6. The chairperson shall preside at all meetings of the Board and shall discharge the duties of the presiding officer. In the absence of the chairperson or in the event of his/her inability or refusal to act, the vice-chairperson shall perform the duties of the chairperson and when so acting shall have all the powers and be subject to all restrictions of the chairperson.

Section 7. The Treasurer shall keep the financial records of the Authority and shall approve all vouchers for the expenditure of funds of the Authority. The Treasurer shall perform such other duties as may be delegated by the Board and shall furnish bond in an amount as prescribed by the Board.

Section 8. The Secretary, shall maintain custody of the official seal and of records, books, documents, or other papers not required to be maintained by the Treasurer. The Secretary shall attend meetings of the Board and keep a record of its proceedings in accordance with the OMA, and shall perform such other duties delegated by the Board.

Article V. Employees and Personnel.

Section 1. The Board may employ such personnel as it deems necessary to fulfil its responsibilities and goals. Personnel may include, but shall not be limited to, a director and legal counsel. The director is accountable to the Board as a whole, with the chairperson leading communications. The terms of any employment shall be determined by the Board.

Article VI. Submission of Budget.

Section 1. On or before the first of March of each year, the Authority shall prepare a budget and submit it to the City Manager for transmittal to the City Council.

Article VII. Meetings.

Section 1. In accordance with the OMA, each year the Board shall adopt a schedule of regular meetings for that year.

Section 2. Robert's Rules of Order will govern the conduct of all meetings of the Board.

Section 3. Special meetings of the Board maybe called by the Chairperson or by any three members of the Board on notice to each member of the Board. Members of the Board may waive receipt of such notice. All meetings shall be held in compliance with the OMA.

Section 4. Each member present at the meeting of the Board shall be entitled to be a single vote.

Article VIII. Voting.

Section 1. An affirmative vote of the majority of those Board members present for the conduct of business shall be required for the approval of any request action or motion made by the Board. Voting shall ordinarily be by voice vote; provided however, that a roll call vote shall be required if requested by any Board Member or directed by the Chairperson. All members of the Board including the Chairperson shall vote on all matters, but the chairperson shall vote last. A member of the Board who has a direct personal or financial interest in any matter may be required to abstain as specified above.

Article X. Amendments.

Section 1. These by-laws are subject to the approval of the Portland City Council.

Section 2. These by-laws may be altered, amended, or repealed only by the affirmative vote of the majority of the members of the Board, subject to notice and quorum requirements as set forth in these by-laws, provided; however, that any such alteration, amendment or repeal shall require the approval of the City Council and shall be consistent with the provisions and requirements of the Act.

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, August 21, 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; Police Chief Kirk

Guests: Sean McHugh, Rachael Abood and John VanTholen of Granger; Kathy Parsons; Karen Bota with the Sentinel-Standard

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

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

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Barnes

Nays: None

Adopted

Under City Manager Report, City Manager Gorman stated that former City Manager Dempsey is dealing with a very serious medical condition and extended his support and prayers.

City Manager Gorman stated that Police Chief Kirk has accepted a position as Chief of Police with the City of St. Johns. During his time with the City of Portland he has accomplished much, his time here has been very appreciated.

Chief Kirk thanked City Manager Gorman and the Council for the opportunity to serve the City of Portland, the unparalleled professionalism, the kindness and support. He further noted his accomplishments in achieving compliance in all areas of the Police Department. He stated that the officers serving the community are exceptional and that one of the officers will be serving in the school system.

City Manager Gorman stated that the City received notification that it has been awarded the SAW Grant for mapping and televising of the Stormwater and wastewater systems to provide asset management tools. The grant requires a 10% match which will be approximately \$20,000-\$25,000.

The Planning Commission met on August 9, 2017 to consider a Site Plan Review from Grand Hearing Center to remodel the old Portland Federal Credit Union drive thru located at 1220 E. Bridge St. into an appealing medical office building. The site plan was approved contingent that a formal site plan will be submitted to City Staff.

City Manager Gorman noted that his contacts with Muffler Man have stated that they expect to submit building plans for redevelopment of the property very soon.

Progress at the ConfluxCity Brewery has been slowed as they deal with issues with the DEQ. They have been required to make slight modifications to their site plan that equate to less than a 10% change so they are not required to go back for review by the Planning Commission.

City Manager Gorman noted that he met with the new owners of McDonalds last week. The former McDonalds was corporately owned. The new owner is planning to attend a Council meeting in the near future. They are looking forward to being a part of the community. They are tentatively planning to open at the end of September.

The owners of the Rindlehaven property have submitted a rough draft site plan for a Phase II development.

City Manager Gorman noted that he is working with St. Pats on the development of a new field house.

Next month the Parks and Recreation Department will kick off process to develop a new 5-year plan. The process will include public hearings and other public outreach.

The James St. Improvement Project is out to bid. The bid letting will be held Thursday, August 31, 2017 at 2:00 P.M.

City Manager Gorman noted that Beerfest on the Bridge was a very successful event; it was completely sold out. The event ran very smoothly.

Under Presentations, Rachael Abood of Granger introduced the Recycle Coach app which also includes information on trash collection and other events as well.

City Manager Gorman presented information on the implementation of curbside recycling and provided the timeline of the public process that led to the decision to implement the service. He noted that the City is working with the townships and will keep the recycling center at the DPW open until they establish a new site.

Mayor Barnes noted that Granger does not accept styrofoam at their recycling center.

There was discussion with Sean McHugh of Granger regarding the implementation of curbside recycling.

Under New Business, the Council considered Resolution 17-69 to approve the purchase of wind energy. The City of Portland, is a member of the Michigan Public Power Agency (MPPA), has an opportunity to enter into a transaction to meet a portion of its future load requirements by purchasing wind energy for a 20-year period to begin no later than 2019, at a levelized price not to exceed \$50.00 per MWh. The annual MWh cost is anticipated to range from \$175,000 for the 1st year and up to approximately \$230,000 in the 20th year. This approved authorization will terminate the previous authorization for the City of Portland dated June 7, 2016 with Huron Wind LLC. At its meeting on August 15, 2017, the Board of Light and Power unanimously voted to recommend the City Council approve the 20-year Purchase Power Agreement for 1.93 megawatts of wind energy through the MPPA.

Motion by Baldyga, supported by Fitzsimmons, to approve Resolution 17-69 approving the Michigan Public Power Agency's recommendation to approve, authorize, and direct the City's Electric Superintendent to sign an Authorization to Purchase Wind Energy and terminate the previous Wind Energy Authorization.

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

The Council considered Resolution 17-70 to approve the purchase of two boilers for the Electric Department for the warehouse/garage that are in need of replacement. Electric Superintendent, Mike Hyland recommends approval of the bid from ESI Heating & Cooling in the amount of \$20,680.00. At its meeting on August 15, 2017, the Board of Light and Power unanimously voted to recommend Council approve the purchase.

Motion by VanSlambrouck, supported by Baldyga, to approve Resolution 17-70 approving the purchase of two boilers for the Electric Department.

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

The Council considered Resolution 17-71 to approve the purchase of Boss snow blade from Bader & Sons in the amount of \$5,537 for one of the new trucks purchase by the Electric Department. At its meeting on August 15, 2017, the Board of Light and Power unanimously voted to recommend the Council approve the purchase.

Motion by VanSlambrouck, supported by Fitzsimmons, to approve Resolution 17-71 approving the purchase of a Boss snow blade for a 2017 GMC Sierra 2500HD double cab 4x4 pick-up truck for the Electric Department.

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

The Council considered Resolution 17-72 to approve the purchase of a Boss DXT dual trip snow plow in the amount of \$6,924.00 from Bader & Sons for the Department of Public Works truck that was recently purchased.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 17-72 approving the purchase of a Boss DXT dual trip snow plow from Bader & Sons for the Department of Public Works.

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

The Council considered Resolution 17-73 to approve and adopt proposed revisions to the City of Portland Employee Handbook regarding overtime and holiday pay for Ambulance Personnel and amending the time period allowed for COBRA Insurance.

Motion by Baldyga, supported by Fitzsimmons, to approve Resolution 17-73 approving and adopting the proposed revisions to the City of Portland Employee Handbook.

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

The Council considered Resolution 17-74 to approve Traffic Control Orders to establish a speed limit of 25 MPH on Rindlehaven Commons, Wild Plum Street, and Rindle Bluff Drive. The streets were recently approved and accepted as public streets maintained by the City of Portland. The Chief of Police and City Manager are recommending the approval of these Traffic Control Orders.

Motion by VanSlambrouck, supported by Baldyga, to approve Resolution 17-74 approving a Traffic Control Order establishing a speed limit for Rindlehaven Commons, Wild Plum Street, and Rindle Bluff Drive.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 17-75 to appoint Mayor Pro-Tem VanSlambrouck as the voting delegate and Council Member Baldyga as the alternate to represent the City of Portland at the 2017 Michigan Municipal League (MML) Conference in Holland, September 13-15, 2017. Council Member Johnston will also be attending the conference.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 17-75 appointing a voting delegate and alternate to represent the City of Portland at the 2017 Michigan Municipal League (MML) Conference.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Baldyga, Barnes

Nays: None

Adopted

The Council considered Resolution 17-76 to appoint Randy Hodge to the DDA.

Motion by Fitzsimmons, supported by Baldyga, to approve Resolution 17-76 confirming the Mayor's appointment to City Boards and Commissions.

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Motion by Fitzsimmons, supported by VanSlambrouck, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on August 7, 2017, payment of invoices in the amount of \$217,585.43 and payroll in the amount of \$124,399.20 for a total of \$341,984.63. A purchase order to T&R Service Company in the amount of \$5,672.00 for disposal of 12 PCB transformers.

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman offered congratulations to the DDA as it now has a fully seated board.

City Manager Gorman stated discussions with ACD.net regarding placement of cell towers are ongoing. They are planning to attend the September 5, 2017 Council meeting for further discussion.

City Manager Gorman reminded residents to use caution and watch out for children as school begins on Wednesday, August 23, 2017.

City Manager Gorman thanked Chief Kirk for his service to the City of Portland. He further noted that although he is disappointed he is moving on it comes as no surprise given his qualifications, integrity and character.

City Manager Gorman noted that the Red Mill Community Day will be held on Saturday, August 26, 2017 and will be a great event.

Under Council Comments, Council Member Fitzsimmons extended his thanks to Chief Kirk and noted that Beerfest on the Bridge was a great event. He is looking forward to its continued growth.

Council Member Baldyga noted other activities that will be held in conjunction with the Red Mill Community Day on Saturday, August 26, 2017.

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

Yeas: Fitzsimmons, Baldyga, VanSlambrouck, Johnston, Barnes

Nays: None

Adopted

Meeting adjourned at 8:06 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the August 21, 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; Police Chief Kirk

Presentation – Representative of Granger presented information on the Recycle Coach app and implementation of curbside recycling in Portland.

Approval of Resolution 17-69 approving the Michigan Public Power Agency’s recommendation to approve, authorize, and direct the City’s Electric Superintendent to sign an Authorization to Purchase Wind Energy and terminate the previous Wind Energy Authorization.

All in favor. Adopted.

Approval of Resolution 17-70 approving the purchase of two boilers for the Electric Department.

All in favor. Adopted.

Approval of Resolution 17-71 approving the purchase of a Boss snow blade for a 2017 GMC Sierra 2500HD double cab 4x4 pick-up truck for the Electric Department.

All in favor. Adopted.

Approval of Resolution 17-72 approving the purchase of a Boss DXT dual trip snow plow from Bader & Sons for the Department of Public Works.

All in favor. Adopted.

Approval of Resolution 17-73 approving and adopting the proposed revisions to the City of Portland Employee Handbook.

All in favor. Adopted.

Approval of Resolution 17-74 approving a Traffic Control Order establishing a speed limit for Rindlehaven Commons, Wild Plum Street, and Rindle Bluff Drive.

All in favor. Adopted.

Approval of Resolution 17-75 appointing a voting delegate and alternate to represent the City of Portland at the 2017 Michigan Municipal League (MML) Conference.

All in favor. Adopted.

Approval of Resolution 17-76 confirming the Mayor’s appointment to City Boards and Commissions.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 8:06 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
MICHIGAN ASSN OF CHIEFS POLICE	00266	JOB POSTING - POLICE	50.00
T&R SERVICE COMPANY	02466	DISPOSAL OF 12 PCB TRANSFORMERS - ELEC COUNC	5,672.00
AMERICAN RENTALS, INC.	00017	PORTABLE TOILET RENTAL - PARKS	270.00
AUTOMATED BUSINESS EQUIPMENT	00027	BOTTLE OF SEALING SOLUTION - GENERAL	32.00
BADER & SONS CO.	00031	ROTOTILLER RENTAL - WW	40.00
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMBULANCE	24.00
CMP DISTIBUTORS INC.	01745	1 BADGE - POLICE	130.50
CULLIGAN	02130	WATER - CITY HALL	7.00
DORNBOS, SIGN & SAFETY, INC.	00067	HANDICAP SIGNS - LOC STS	95.40
D&K TRUCK COMPANY	02257	REPAIRS TO DUMP TRUCK - MTR POOL	1,147.91
DORNBOS, SIGN & SAFETY, INC.	00067	ST NAME SIGNS & BRACKETS JAMES ST PROJECT - LO	916.65
ELHORN ENGINEERING	00139	EL-CHLOR 5/GAL CARBOY - WATER	416.00
GRP ENGINEERING INC.	01994	ENGINEERING - ELECTRIC	1,048.27
HASSELBRING-CLARK	02073	CITY HALL COPY MACHINE MAINT- GENERAL	90.12
HASSELBRING-CLARK	02073	CONTRACT - POLICE, COMM PROMO, AMB, CODE	154.00
HERITAGE NATURAL FINISHES, LLC	MISC	5 GALLON PAIL EXTERIOR FINISH FOR RED MILL - P	321.07
INDEPENDENT BANK	00197	BOND & REDEMPTION FUND - ELECTRIC	9,300.00
CITY OF IONIA	00204	BACTI SAMPLE - WTR	20.00
CITY OF IONIA	00204	BACTI WATER SAMPLES - WATER	20.00
JOHN DEERE FINANCIAL	01818	PARTS - CEM, PARKS, ELEC, MTR POOL	1,524.10
KATHY'S CLEANING	01684	CLEANING SERVICE - CITY HALL	745.00
DAVID KIRK	02402	CELL PHONE REIMB FOR AUGUST - POLICE	60.00
LANSING UNIFORM COMPANY	00962	ALTERATIONS - POLICE	310.00
LANSING UNIFORM COMPANY	00962	UNIFORM SHIRT - POLICE	49.95
MUNICIPAL INSPECTION SERVICES	00323	NON BUSINESS PERMITS - GENERAL	6,290.00
MUNICIPAL SUPPLY CO.	00324	METER COUPLING, RUBBER GASKET - WATER	46.00
MUNICIPAL SUPPLY CO.	00324	GLOVES, MARKING FLAGS, BRASS PLUG - WATER	32.94
PLEUNE SERVICE COMPANY INC.	00741	BOILER/HEAT EXCHANGER ANNUAL - WASTE WTR	400.00
POWER LINE SUPPLY COMPANY	00389	CUTOUT - ELECTRIC	434.64

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
PURITY CYLINDER GASES, INC.	00380	OXYGEN - AMBULANCE	93.65
SPEEDWAY LLC	02395	FUEL - AMB, POLICE, ELC, MP	3,167.53
STATE OF MICHIGAN	00428	RENEWAL OF STATE LICENSE - AMBULANCE	175.00
STATE OF MICHIGAN	00428	BACTI SAMPLES - WATER	160.00
STEVE'S METER SERVICE	00442	METER PACKAGE - ELECTRIC	1,125.00
STEVE'S METER SERVICE	00442	POLYPHASE SHOP TEST - ELECTRIC	150.00
STEVE'S METER SERVICE	00442	SINGLE PHASE, SHOP TESTS - ELECTRIC	210.00
STEVE'S METER SERVICE	00442	21 METER REPAIRS AND PACKAGE - ELECTRIC	915.00
T&R SERVICE COMPANY	02466	PCS ANALYSIS - ELECTRIC	45.00
VERIZON WIRELESS	00470	TELEPHONE SVC-ELEC, WW, WTR, M POOL	179.80
WOW! INTERNET-CABLE PHONE	02132	PHONE/INTERNET- POLICE, AMB, COMM PROMO	582.68
JAMES VANGOOR	MISC	MPPA ENERGY SMART - ELECTRIC	15.00
DONALD POHL	MISC	MPPA ENERGY SMART - ELECTRIC	265.00
PLEUNE SERVICE COMPANY INC.	00741	SERVICE HVAC - ELECTRIC	285.00
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMB	48.00
BOUND TREE MEDICAL LLC.	01543	SUPPLIES - AMB	211.12
AECOM TECHNICAL SERVICES	01810	FERC MONITORING - ELECTRIC	5,384.15
OTIS ELEVATOR	00970	ELEVATOR SERVICE CONTRACT	563.76
FP MAILING SOLUTIONS	01758	MAIL METER RENTAL - GENERAL	636.00
FLEIS & VANDENBRINK	00153	SYSTEM EVALUATION - ELECTRIC	538.35
PLEUNE SERVICE COMPANY INC.	00741	QUARTERLY SERVICE HVAC - CITY HALL	779.00
PORTLAND PUBLIC SCHOOLS	00370	SOCCER BALLS AND INSTRUCTION - REC	1,085.00
ED FILTER	00540	UMPIRES - REC	72.00
BRIAN RUSSELL	00593	UMPIRES - REC	168.00
KATELYN RUSSELL	02457	SCOREKEEPERS - REC	49.00
FAMILY FARM & HOME	01972	RAIN GAUGE, DIAL THERMOMETER - CEM, PARKS	30.96
FAMILY FARM & HOME	01972	SPRINKLER, HOSE SUPPLIES - CEM, PARKS	50.11
MENARDS	00260	WATER, SHIGLES, UNDERLAY - CEMETERY	89.85
MARK SPOHN	02110	MOWING RED MILL - COMM PROMO	115.00

Date: 09/01/17

CITY OF PORTLAND INVOICE REGISTER

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VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MARK SPOHN	02110	MOWING AT RED MILL - COMM PROMO	115.00
MARK SPOHN	02110	MOWING AT RED MILL - COMM PROMO	230.00
BUSINESS CARD	02075	MISC CHARGES - VARIOUS DEPTS	2,020.93
I.T. RIGHT	02440	CLERK COMPUTER - GEN,ELEC,WW,WTR	750.00
I.T. RIGHT	02440	MICROSOFT SUITE UPDATE - CEM, PARKS, REC	229.00
PORTLAND TOWNSHIP TREASURER	00371	ANNEX AGREEMENT - COMM PROMO	4,861.39
CITY OF PORTLAND-PETTY CASH	00701	POSTAGE AND ACCT REIMB- GENERAL	628.37
Total:			\$55,671.20

**BI-WEEKLY
WAGE REPORT
August 28, 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.	8,886.42	45,510.81	2,018.98	13,720.30	10,905.40	59,231.11
ASSESSOR	1,082.74	4,771.94	82.83	816.06	1,165.57	5,588.00
CEMETERY	4,612.45	21,748.80	408.13	5,297.29	5,020.58	27,046.09
POLICE	16,453.79	80,573.53	3,751.17	23,272.81	20,204.96	103,846.34
CODE ENFORCEMENT	2,175.73	4,694.79	166.44	1,019.70	2,342.17	5,714.49
PARKS	2,944.02	14,666.87	275.95	2,257.89	3,219.97	16,924.76
INCOME TAX	1,907.96	9,368.80	545.47	3,546.26	2,453.43	12,915.06
MAJOR STREETS	2,011.18	14,081.63	472.86	7,920.36	2,484.04	22,001.99
LOCAL STREETS	3,834.47	15,236.15	932.74	7,241.33	4,767.21	22,477.48
RECREATION	823.25	4,114.09	114.04	1,457.85	937.29	5,571.94
AMBULANCE	17,924.11	61,709.11	2,077.73	14,217.02	20,001.84	75,926.13
DDA	2,115.38	10,576.90	305.06	1,387.18	2,420.44	11,964.08
ELECTRIC	17,095.87	93,794.26	3,027.76	29,405.06	20,123.63	123,199.32
WASTEWATER	8,927.79	44,809.52	2,074.12	17,316.10	11,001.91	62,125.62
WATER	4,541.58	23,931.27	1,255.07	10,773.34	5,796.65	34,704.61
MOTOR POOL	2,286.30	11,471.30	627.03	7,540.18	2,913.33	19,011.48
TOTALS:	97,623.04	461,059.77	18,135.38	147,188.73	115,758.42	608,248.50



PURCHASE ORDER

City of Portland

P.O. 2578

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

VENDOR CARRIEN & BOBLE

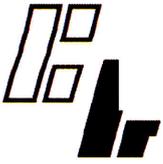
DATE: 9-1-17

RIVER TRAIL

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
SIGNAL	101-751-775.001		9197.30
CROSSING			
FOR			
CUTLER &			
LEED RIVER			
SINGLE SOURCE			
DEPARTMENT HEAD (UP TO \$500) <u>[Signature]</u>		TOTAL	9197.30

Treasurer Initials

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



CARRIER & GABLE, INC.

24110 Research Drive
 Farmington Hills, MI 48335
 (248) 477-8700 (248) 473-0730 • FAX
 www.carriergable.com

SALES QUOTE

Sales Quote Number: 28515
 Sales Quote Date: 8/31/2017
 Expires On: 12/1/2017

Page: 1

ALL VALUES STATED IN U.S. DOLLARS

Sell
 To: PORTLAND, CITY OF
 MIKE HYLAND
 259 KENT STREET
 PORTLAND, MI 48875

Ship
 To: PORTLAND, CITY OF
 259 KENT STREET
 PORTLAND, MI 48875

Quote/Bid Ref:	Intersection:	Customer ID:	1895
Project No.:	Project City:	SalesPerson:	Brad Case
Shipment Within: 6-8 WEEKS	Project County:		
Shipping Terms:	Sheet:		
Terms: NET 30 DAYS	Project Misc.:		

Item No.	Description	Cross-Reference No.	Qty.	Unit Price	Total Price
177RRFB	RRFB SOLAR ENGINE ASSY YELLOW		2	3,636.45	7,272.90
177-4000	RFFB, SOLAR ENGINE,		2		
177-4010	LIGHTBAR, W/CONFIRMATION		4		
177-2070	BRACKET, 4 1/2 " FOR R920		2		
177-2045	BATTERY, RRFB & 247E		4		
177-2086	HARNESS, RRFB PUSH BUTTON, 20'		2		
177-2087	HARNESS, RRFB LIGHT BAR, 16'		4		
146-1011	PUSHBUTTON, BULL DOG SP-014 YELLOW		2		
146-2003	ADAPTER, PUSHBUTTON STEEL YEL		2		
144-3025	SIGN, PUSHBUTTON, FLASHER R10-25		2		
	***** END of KIT *****				
144-3030	SIGN, W16-7P 36" X 18", DG, FYG RIGHT		2	62.35	124.70
144-3035	SIGN, W16-7P 36" X 18", DG, FYG LEFT		2	62.35	124.70
144-3040	SIGN, W11-2 36"X36" PEDESTRIAN, FYG		4	111.00	444.00
242-1010	BRACKET, SINGLE BOLT FLARED W/HDWR BAND-IT		16	3.80	60.80
103PPO15	PEDESTAL OCTAGON BASE W/14' SHAFT		2	585.10	1,170.20
103-1531	BASE, OCTAGON W/SET SCREW &		2		
103-5326	COLLAR, FOR OCTAGON PED BASE		2		
115-1015	SHAFT 15' SPUN ALUM.		2		
157-1001	ANCHOR BOLT 3/4" X 18" X 3"		8		
	***** END of KIT *****				
	FREIGHT IN-MICHIGAN TBD		1		

Amount Subject to Sales Tax 0
 Amount Exempt from Sales Tax 9,197.30

Subtotal: 9,197.30
 Invoice Discount: 0.00
 Total Sales Tax 0.00
Total: 9,197.30



PURCHASE ORDER

City of Portland

P.O. # 1047

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

VENDOR COOK BROS

DATE: 8-24-17

582-539-985.01

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
REPLACE ELECTRIC CABLES ON BRISTLE ST (E 6d River Proj.)	EST.		\$10,000
DEPARTMENT HEAD (UP TO \$500) <u>JMK</u>		TOTAL	

KK
Treasurer Initials

Authorized by City Manager

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

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

Held on Thursday, July 20, 2017
In Council Chambers at City Hall

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

Members Absent: Blastic

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

Guests: Eric Proctor; Mike Judd

Chair Briggs called the meeting to order at 3:31 P.M.

Motion by VanSlambrouck, supported by Antaya, to approve the agenda as presented.
All in favor. Adopted.

There was no public comment.

Motion by Barnes, supported by VanSlambrouck, to approve the minutes of the June 29, 2017 regular meeting as presented.
All in favor. Adopted.

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

Under New Business, the Election of Officers was held.

City Clerk Miller took nominations for Chair.

Member Grimminck nominated herself, Member Urie seconded the nomination.

Member Briggs nominated herself, Member Grimminck seconded the nomination.

There were no other nominations. Nominations for Chair were closed.

Member Frewen called for vote by secret ballot.

City Clerk Miller collected and tallied the votes by secret ballot.

City Clerk Miller announced that Member Grimminck had been elected as Chair.

Chair Grimminck took nominations for the office of Vice Chair.

Member VanSlambrouck nominated herself as Vice Chair, Member Antaya seconded the nomination.

There were no other nominations for Vice Chair. Nominations for Vice Chair were closed.

The vote for Vice Chair was held.

All in favor. Member VanSlambrouck was voted as Vice Chair.

Chair Grimminck took nominations for the office of Secretary.

Mayor Barnes nominated Member Blastic to continue serving as Secretary. Member Urie seconded the nomination.

There were no other nominations for Secretary. Nominations for Secretary were closed.

The vote for Secretary was held.

All in favor. Member Blastic was voted as Secretary.

Chair Grimminck took nominations for the office of Treasurer.

Mayor Barnes nominated himself as Treasurer. Member Antaya seconded the nomination.

There were no other nominations for Treasurer. Nominations for Treasurer were closed.

The vote for Treasurer was held.

All in favor. Mayor Barnes was voted as Treasurer.

Director Conner Wellman presented a proposal from Fleis & VandenBrink to provide for professional services at a cost of \$4,300.00 for a conceptual design and process to explore the development of a splash pad in Portland. Funds for the provided services would come from the budgeted engineering services line item.

There was discussion.

Motion by Antaya, supported by Frewen, to approve the payment of \$4,300.00 for Fleis & VandenBrink to explore the development of a splash pad in Portland.

All in favor. Adopted.

Director Conner Wellman provided information on pedestrian bridge over the Grand River that is need of painting. Estimates for the repainting of the bridge were solicited in 2009 that provided different costs and options for the work. Updated estimates are being pursued at this time.

There was discussion.

Eric Proctor named the sponsors and provided an update on planning for Beerfest on the Bridge.

Director Conner Wellman stated that they are using Sign up Genius for volunteer sign up for the event. She thanked Eric for his hard work on the event.

Under Old Business, Director Conner Wellman presented the newly amended Fiscal Year 2017-2018 Budget approved by the City Council at its meeting on July 17, 2017.

Director Conner Wellman presented the amended DDA By-Laws as edited by Clark Hill Law for review and discussion.

Motion by Barnes, supported by Antaya to table the adoption of the revised DDA By-Laws to the August meeting.

All in favor. Adopted.

Director Conner Wellman stated that suggested revisions will be sent to Clark Hill Law for a final draft that will be sent to board members for review before the August DDA meeting.

Director Conner Wellman presented a plan for addition of decorative lamp posts along Water St. at a cost of \$11,112.00. She stated that Electric Superintendent Hyland recommends using the 13' lamp post that used in the rest of Portland. There are six poles to replace rather than the four that was originally reported.

There was discussion.

Motion by Barnes, supported by Antaya, to follow the recommendation made by Electric Superintendent Hyland to purchase four 13' lamp posts at a cost of \$11,112.00 and to make the appropriate budget adjustments.

All in favor. Adopted.

Under the Director's Report, Director Conner Wellman reported that the Brush St. playground dedication party held on Tuesday, July 11, 2017 hosted by the WODA Group was a great event. It was attended by approximately 75 to 100 individuals.

Director Conner Wellman reported that SHPO and Redevelopment Ready Communities (RRC) have met with the developer of the Opera Block properties.

Development of the new website continues.

The 30 second Portland video that was created will play at the Ionia Free Fair at least 600 times.

Under Committee Reports, Mayor Barnes stated that the Organization and Finance Committee still has planning underway for Beerfest on the Bridge. Everything is going well. The group is also working on policy and procedures associated with the update of the by-laws.

Chair Grimminck stated that the Economic Vitality Committee is working on development of a survey of downtown properties.

Member Urie stated that the Promotions and Marketing Committee has been discussing the new website and has begun planning for Holidayfest.

Member Briggs stated the Design Committee is working on guidelines and eligibility requirements for Façade and Sign Grants.

Under Board Member Comments, City Manager Gorman thanked Members Briggs and Antaya for their service to the community in serving as Chair and Vice Chair.

Motion by Barnes, supported by Antaya, to adjourn the meeting at 4:46 P.M.
All in favor. Adopted

Respectfully submitted,

Kory Blastic, Secretary

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

Held on Thursday, August 3, 2017
In Council Chambers at City Hall

Members Present: Antaya, Briggs, Urie, Frewen, Grimminck

Members Absent: Barnes, Gorman, Blastic, VanSlambrouck

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

Guests: Mike Judd

Chair Grimminck called the meeting to order at 3:34 P.M.

Motion by Frewen, supported by Antaya, to approve the agenda as presented.
All in favor. Adopted.

There was no public comment.

Under New Business, Director Conner Wellman presented information on the façade grant application received for 128 Kent St. It was believed that the application needed board approval but further research indicates in the past the Design Committee approves the application, the DDA board is kept abreast of the project and its progress and approves the final payment upon completion.

Director Conner Wellman stated the DDA has approved the budget with funds designated to the Design Committee to use for Façade Grants. They have specific criteria they follow in accepting and approving applications.

There was discussion about the history and process for DDA approvals for Façade and Sign Grants.

Motion by Frewen, supported by Urie, to approve the Façade Grant application for 128 Kent St. recommended by the Design Committee.
All in favor. Adopted.

There was further discussion of the grant application and approval process.

Member Frewen stated his feeling that the DDA should review and approve the grant application as the responsible body.

Director Conner Wellman stated that having the DDA approve the grant applications seems cumbersome when trying to help businesses. The DDA would be kept apprised throughout the entire process.

There was continued discussion.

Member Frewen stated why the DDA would vote on approving the payment after the project is complete. What if something on the project isn't complete or done correctly? He suggested approval should be at the beginning of the process to avoid discrepancies.

Director Conner Wellman commented that all of the committees are allowed to spend budgeted funds before approval.

Member Frewen stated that this is a grant and should be under more scrutiny. There should be tight policies and procedures.

Director Conner Wellman suggested that anything outside the accepted requirements should come to the DDA for a vote.

There was continued discussion.

Motion by Urie, supported by Antaya, to table discussion of the grant application and approval process.

All in favor. Adopted.

There was discussion of keeping the application period open continuously for façade and sign grants rather than having a certain time period where applications are accepted.

Member Frewen suggested the application periods be open by the Fiscal Year as to coincide with the budgets.

Motion by Frewen, supported by Urie, that the façade and sign grant application enrollment period be open continuously by the Fiscal Year until all funds are expended.

All in favor. Adopted.

Chair Grimminck noted the next meeting will be held Thursday, August 24, 2017 at 3:00 P.M. due to Director Conner Wellman's vacation.

There were no Board Member Comments.

Director Conner Wellman provided an overview of the project at 128 Kent St.

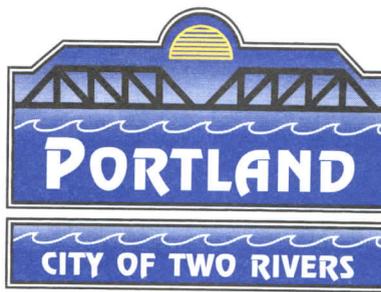
Member Urie left the meeting at 4:23 P.M.

Motion by Frewen, supported by Antaya, to adjourn the meeting at 4:24 P.M.

All in favor. Adopted

Respectfully submitted,

Kory Blastic, Secretary



Date: August 18, 2016

REPORT OF FUNDS IN DDA AS OF: August 12, 2016

PRINCIPAL & INTEREST ACCOUNT

	<u>7/14/2016</u>	<u>AMOUNTS</u>
PREVIOUS BALANCE:		\$ 110,536.16
INTEREST EARNED:		\$ 4.68
NEW BALANCE:	<u>8/12/2016</u>	<u>\$ 110,540.84</u>

REGULAR ACCOUNT

PREVIOUS BALANCE:	<u>7/14/2016</u>	\$ 47,397.91
INTEREST EARNED:		\$ 2.13
DEPOSITS:		
Beer on the Bridge Vendor		\$ 500.00
Beer on the Bridge Sponsor		\$ 4,400.00
Payment of 50% of billboard cost		\$ 670.00

CHECKS WRITTEN:

Ck No. Payee:	<u>AMOUNTS</u>
1587 ERIC PROCTOR - Mileage Reimbursement (Pre-approved)	\$ 214.76
1588 STUDENT PAINTERS - Light Pole Painting (Pre-approved)	\$ 1,650.00
1589 STUDENT PAINTERS - Light Pole Painting (Pre-approved)	\$ 2,000.00
1590 STUDENT PAINTERS - Light Pole Painting (Pre-approved)	\$ 1,221.00
1591 IMPERIAL BEVERAGE - Beverages for Beerfest (Pre-approved)	\$ 836.00
1592 PATRICIA PERRY - Reimbursements for Surety Bond for Beer on the Bridge, Special Event Liquor Liability Insurance, Mulch for Garden Club, Billboard, Business After Hours, Food for Meetings, Banner Repair	\$ 1,997.52
1593 CITY OF PORTLAND - Postage, On the Street, Telephone, Crime Bond, Constant Contact, Preliminary Audit	\$ 664.74
1594 PRINTING ESSENTIALS - Posters for Beer on the Bridge	\$ 16.96
1595 RCP - Banner for Beer on the Bridge	\$ 198.40
1596 TIM PERRY - Beer on the Bridge Supplies and Water for Volunteers	<u>\$ 66.23</u>
TOTAL CHECKS	\$ (8,865.61)

TRANSFER FOR DDA PAYROLL AND FRINGE BENEFITS FROM 7/18/16 - 8/01/16 \$ (4,755.84)

TOTAL EXPENSES: \$ (13,621.45)

NEW BALANCE: **\$ 39,348.59**

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

PORTLAND POLICE DEPARTMENT
STATISTICAL INFORMATION
JULY 2017

Calls for Service

Dispatched	122
Patrol Originated	13
Follow Up Complaints	39
Assist to PPD	3
Assist to Fire / EMS	11
Assist Other Depts	16

Other Functions

Pistol Purchase Permits	5
PBT's	58
FOIA Requests	11
Sex Offender Registrations	3
Directed Patrol	42
Training	10
Administrative	271
Miscellaneous Function	25

Traffic Stops

Total Stops	59
Traffic Citations	32
Verbal Warnings	51
Parking Citations	8

Other

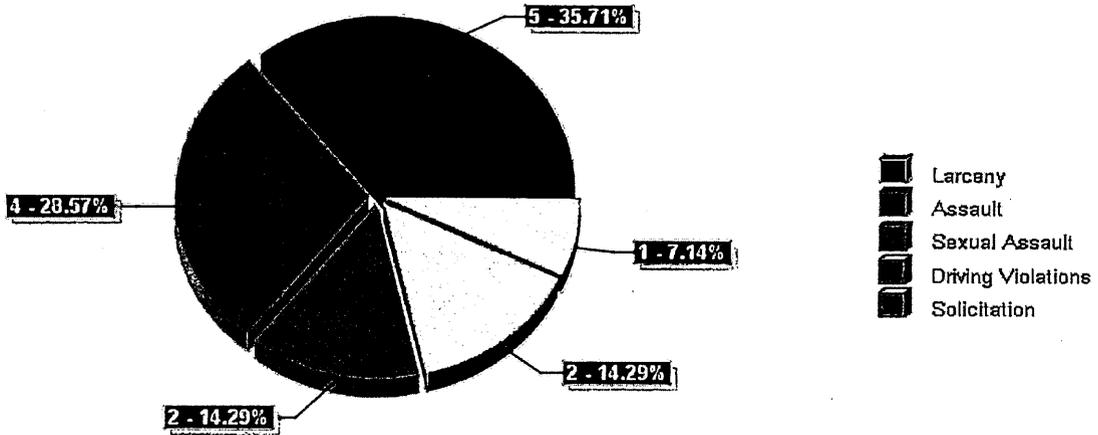
Physical Business Checks	
Interior	79
Exterior	43
Patrol Contacts	375

Arrests

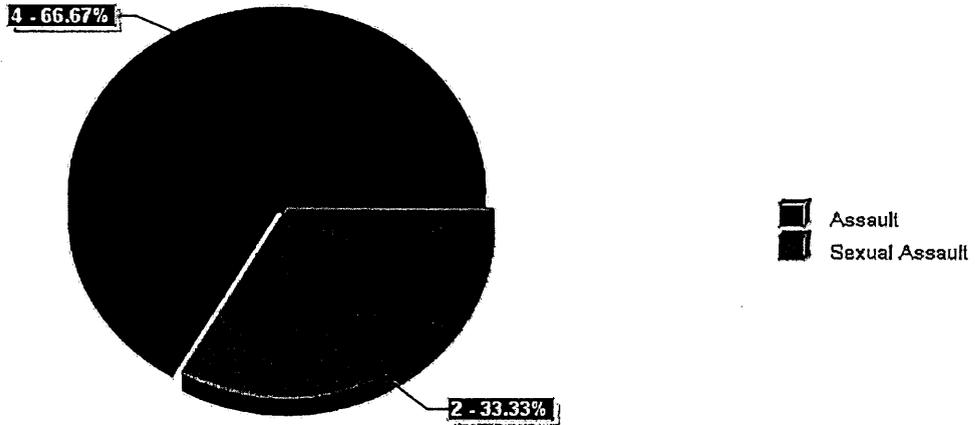
Misdemeanor Persons	6
Misdemeanor Charges	6
Felony Persons	0
Felony Charges	0

PORTLAND POLICE DEPARTMENT
 STATISTICAL INFORMATION
 JULY 2017

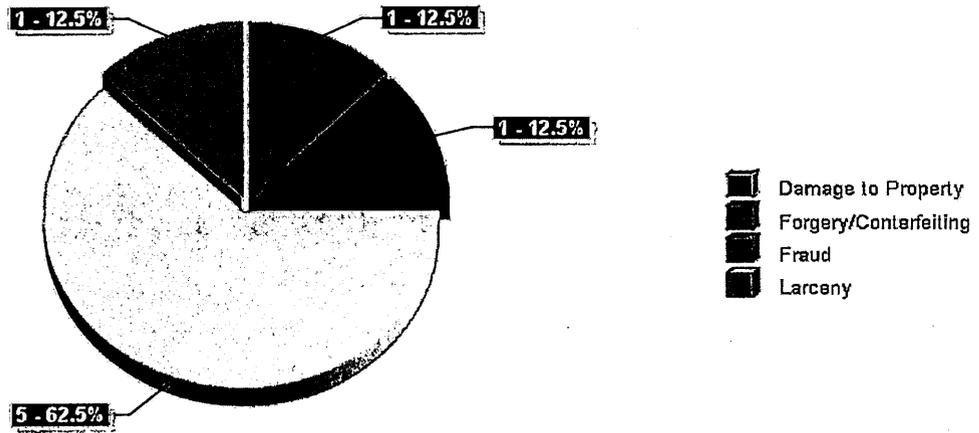
Top 5 Offenses



Person Crimes



Property Crimes



CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

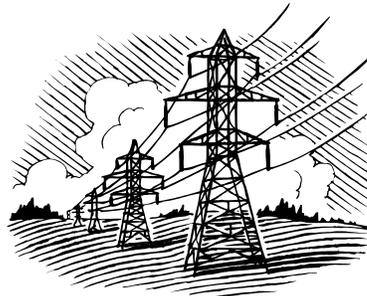
August 1, 2017
July 1-31, 2017

HYDRO GENERATION	147,600		
DIESEL PRODUCTION	0		
Kwh Purchased	3,561,601	Amount Paid	\$ 201,123.48
Total Kwh Purchased	3,709,201	Total Dollars Paid	\$ 201,123.48

Kwh Billed		Dollars Billed	
Residential	1,685,966	PCA Billed	\$ 18,012.42
Commercial	716,969	Residential	\$ 174,981.74
Large General	773,246	Residential EO Charge	\$ 3,072.65
City St. Lites Metered	22,526	Geothermal Discount	\$ (5.86)
St. Lites Unmetered		Commercial	\$ 75,906.75
Rental Lights		Commercial/LG EO Charge	\$ 2,441.82
Demand	2,225	Large General	\$ 52,845.82
		Large EO Charge	\$ 18.40
		City St. Lights Metered	\$ 1,915.34
		St. Lights Unmetered	\$ 1,543.05
Total Kwh Billed	3,200,932	Rental Lights	\$ 253.24
		Demand	\$ 13,066.38
Arrears after billing	\$ 10,041.99	Tax	\$ 13,065.27
Penalties Added	\$ 1,854.70		
Arrears end of month	\$ 30,001.47	Total Dollars Billed	\$ 357,117.02
Fuel Cost Billed	\$ 11,201.09		
Amount Collected	\$ 309,910.34	Power Cost Adj.	.00567
Total Adjustments	\$ 1,885.33		

Residential Customers	2,207
Commercial Customers	326
Large General	16
Total Customers	2,549

08/04/17



**CITY OF PORTLAND
August-17**

WATER DEPARTMENT REPORT

MONTH	Jul-17	PERIOD COVERED	July 1-31, 2017
Customers Billed		Penalties Added	\$ 390.83
City	1,878	Dollars Collected	\$ 53,955.08
Rural	24	Arrears at end of Month	\$ 4,863.36
Total Customers	1,902	Adjustments	\$ 513.99
		Gallons Pumped	13,631,800
		Hydrant Flusing/Rental (unmetered)	0 (hydrant flushing)
Gallons Billed		Dollars Billed	
City	10,906,489		\$ 54,650.78
Rural	196,867		\$ 1,835.59
Total	<u>11,103,356</u>		<u>\$ 56,486.37</u>

SEWER DEPARTMENT REPORT

Customers Billed	1,822	Dollars Billed	\$68,052.63
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 68,052.63

Penalties Added	\$ 544.59
Dollars Collected	\$ 69,649.52
Arrears at end of Month	\$ 8,393.89
Adjustments	\$ 681.12
Gallons Treated per Million	10.40



STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE ELECTRIC CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-18241

- Consumers Energy Company requests that the Michigan Public Service Commission review its implementation of its Renewable Energy Plan and approve the reconciliation of plan costs for the period beginning January 1, 2016 through December 31, 2016.
- 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, September 12, 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 **Mark E. Cummins**

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) June 30, 2017 application, which seeks Commission's approval to: 1) determine that the Company's 2016 Renewable Energy Plan reconciliation is reasonable and prudent and meets all relevant requirements under 2008 Public Act 295; 2) reconcile the pertinent revenues recorded and the allowance for the non-volumetric revenue recovery mechanism with the amounts actually expensed and projected according to their plan for compliance, as described in its filing; 3) establish a price per megawatt hour for renewable energy and advanced cleaner energy capacity and for renewable energy and advanced cleaner energy to be recovered through the power supply cost recovery clause of \$79.43 per megawatt hour; 4) utilize surplus Energy Optimization Credits from 2016 to offset future renewable energy requirements; and 5) further relief as may be lawful and necessary.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscdockets. 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: mpscdockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscdockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by September 5, 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/mpscdockets, 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.; 1982 PA 304, as amended, MCL 460.6j et seq.; 2008 PA 295, MCL 460.1001 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.]**