



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

7:00 P.M. Monday, January 15, 2018
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 Mayor Barnes</u>	Decision
7:05 PM	V. <u>Public Comment</u> (5-minute time limit per speaker)	
7:10 PM	VI. <u>City Manager Report</u>	
7:15 PM	VII. <u>Presentations</u> A. Jon Moxey of Fleis & VandenBrink – Cutler Rd. Development	
	VIII. <u>Public Hearing(s)</u> – None	
	IX. <u>Old Business</u> – None	
	X. <u>New Business</u>	
7:25 PM	A. Proposed Resolution 18-02 Approving Change Order No. 1 to the Contract with CL Trucking, Inc. for the James Street Improvements Project	Decision
7:28 PM	B. Proposed Resolution 18-03 Approving Pay Request No. 3 to CL Trucking, Inc. for Work Done on the James Street Improvement Project	Decision
7:30 PM	XI. <u>Consent Agenda</u> A. Minutes & Synopsis from the Regular City Council Meeting held on January 3, 2018 B. Payment of Invoices in the Amount of \$169,663.53 and Payroll in the Amount of \$108,734.70 for a Total of \$278,398.23 C. Purchase Orders over \$5,000.00 1. Bader & Sons in the Amount of \$6,978.39 for a Boss Power VXT Poly Blade 2. Michigan Public Power Agency in the Amount of \$12,898.98 for 2018 Dues 3. MECA in the Amount of \$13,643.00 for 2018 Safety Dues	Decision
	XI. <u>Communications</u> A. Planning Commission Minutes for November 8, 2017 B. Water Department Report for December 2017	

**Estimated
Time**

**Desired
Outcome**

C. Ionia County Board of Commissioners Agenda for January 9,
2018

7:32 PM

XII. Other Business - None

7:35 PM

XIII. City Manager Comments

7:40 PM

XIV. Council Comments

7:45 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. 18-02

A RESOLUTION APPROVING CHANGE ORDER NO. 1 TO THE CONTRACT WITH CL TRUCKING, INC. FOR THE JAMES STREET IMPROVEMENTS PROJECT

WHEREAS, the City awarded a contract in the amount of \$1,081,163.26 to CL Trucking, Inc. to make certain improvements to James Street (the Contract); and

WHEREAS, CL Trucking performed additional work outlined in the Description of Change Order No.1, attached as Exhibit A, totaling \$101,443.95; and;

WHEREAS, the City Engineer has prepared and is recommending approval of Change Order No. 1, a copy of which is attached as Exhibit A, to pay CL Trucking for the additional items stated and the adjusted and actual quantities, thus increasing the total contract price to \$1,182,602.21.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Engineer's recommendation to approve Change Order No. 1, a copy of which is attached as Exhibit A, to pay CL Trucking for the additional items stated and the adjusted and actual quantities, thus increasing the total contract price to \$1,182,602.21.
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: January 15, 2018

Monique I. Miller, City Clerk

CHANGE ORDER

No. 1

OWNER City of Portland
 CONTRACTOR CL Trucking & Excavating, LLC
 Contract: James Street Improvements
 Project: James Street Improvements
 OWNER's Contract No. N/A ENGINEER's Project No. 830080
 ENGINEER Fleis & VandenBrink Engineering, Inc.

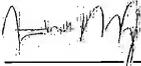
The Contract is modified as follows upon execution of this Change Order:

Description: Balance contract items for work completed in 2017 and add extra work items as described on the attached, which also includes descriptions for original contract items that had significant overruns.

Attachments: Description of Extra Items
 Description of Original Contract Items With Significant Overruns
 Change Order Breakdown

CHANGE IN CONTRACT PRICE
Original Contract Price \$ <u>1,081,163.26</u>
Increase (Decrease) from previously approved Change Orders No. <u>N/A</u> to <u>N/A</u> : \$ <u>N/A</u>
Contract Price prior to this Change Order: \$ <u>1,081,163.26</u>
Increase (Decrease) of this Change Order: \$ <u>101,443.95</u>
Contract Price incorporating this Change Order: \$ <u>1,182,607.21</u>

CHANGE IN CONTRACT TIMES
Original Contract Times: Substantial Completion: <u>11/30/17</u> Ready for Final Payment: <u>5/25/18</u> (dates)
Increase (Decrease) from previously approved Change Orders No. <u>N/A</u> to <u>N/A</u> : Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> (days)
Contract Times prior to this Change Order: Substantial Completion: <u>11/30/17</u> Ready for Final Payment: <u>5/25/18</u> (dates)
Increase (Decrease) of this Change Order: Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> (days)
Contract Times with all approved Change Orders: Substantial Completion: <u>11/30/17</u> Ready for Final Payment: <u>5/25/18</u> (days or dates)

RECOMMENDED:
 By:  Jonathan W. Moxey
 Jan 11 2018 10:29 AM
 ENGINEER (Authorized Signature)
 Title: _____
 Date: _____

APPROVED:
 By: _____
 OWNER (Authorized Signature)
 Title: _____
 Date: _____

ACCEPTED:
 By: Chad Listerman
 Digitally signed by Chad Listerman
 Date: 2018.01.11 10:15:24 -05'00'
 CONTRACTOR (Authorized Signature)
 Title: Member/Manager
 Date: 01-11-2018



CITY OF PORTLAND – JAMES STREET IMPROVEMENTS
F&V NO. 830080
DESCRIPTION OF EXTRA ITEMS ON CHANGE ORDER NO. 1

Item E1 – Drainage Structure Cover, Type KK: Oversize covers were included in the plans to improve hydraulic performance on steep grades, however, a pay item was inadvertently omitted from the contract.

Item E2 – Drainage Structure Cover, Type Q (Mod): The Type Q covers in the contract assumed structures in the pavement area using a special East Jordan cover. This item establishes a reduced unit price for structures not in the pavement area.

Item E3 – Dr Structure, 24 inch dia (w/ cover): During construction, a drainage structure was added behind the curb at 103 East Street to reduce water running down the sidewalk. This item establishes a reduced unit price for the 24-inch structure, including the structure cover.

Item E4 – Wood Landscape/Privacy Fence: As part of retaining wall construction, the existing wood fence between 803 James Street and 115 East Street was required to be removed and reconstructed. This item compensates the contractor for this work.

Item E5 – Stone Wall Repairs (933 & 1007 James): This item compensates the Contractor for reconstructing and repairing existing stone retaining walls where they were connected to new retaining walls. Work included installing salvaged stone with new mortar and tuck pointing existing mortar joints.

Item E6 – Stump, Rem, Grinding 80" dia: During grading for new sidewalk on the south side of James Street between Newton and Charlotte Highway (1235 Bridge Street – Huntington Bank parcel), a very large buried stump was encountered within the grading limits. This item compensates the Contractor for grinding the stump to eliminate the conflict.

Item E7 – Aggregate, 6A (Gravel Drives & Ret Wall): During construction, the need for stone was identified to restore gravel driveways behind the sidewalk and to fill between the sidewalk and retaining wall along 115 East Street (a narrow grassy strip would have been very difficult to properly maintain without damaging the new decorative fence also located in the strip. This item compensates the Contractor for furnishing and placing the stone.

Item E8 – Curb, Detail E: During construction, integral concrete curb was utilized in several locations to reduce or eliminate the need for more expensive retaining walls. This item compensates the Contractor for constructing the integral concrete curbing.

Item E9 – Steps, Concrete: During construction, concrete steps at 939 James Street were impacted by utility service construction. This item compensates the Contractor for replacing the concrete stairs, using a configuration that reduced the amount of retaining wall replacement required.

Item E10 – Additional Water Service Work – 933 James: Because the existing water service for 933 James Street was shared with the adjacent property (939), the new service was extended beyond the right of way line to separate the services. This item compensates the Contractor for the additional work.

Item E11 – Additional Water Service Work – 728 James: Because of the presence of a large historic stone retaining wall, the water service for 728 James Street was routed around the wall to avoid damaging it (as opposed to tunneling under it and excavating behind it). This item compensates the Contractor for the additional water service work associated with the change.

Items E12 to E14 – Cemetery Drive – Traffic Control, Removals and HMA: During construction, a request was made to resurface the cemetery drive approach off Bridge Street. These items compensate the Contractor for the traffic controls required to create a safe work space, removal of existing HMA/millings, grading and preparing the surface and placing new asphalt approach (both between the curb and sidewalk and an area behind the sidewalk). Work will be completed in 2018.

Item E15 – Safety Salt, 50# Bag: During construction, conversations regarding winter maintenance identified a concern for the potential use of excessive salt on new concrete, which can cause severe surface damage. In lieu of a lengthy education and enforcement program, this item compensates the Contractor for distributing bags of a deicing product that is safe for use on new concrete surfaces.

DESCRIPTION OF ORIGINAL CONTRACT ITEMS WITH SIGNIFICANT OVERRUNS

The western limits of the project were extended west of Grant Street so that water main replacement could extend to a point where significant re-work would not be required in the next phase of work on James Street (the water main was replaced to a point beyond which it was offset and poorly aligned for future work). This additional work impacted contract items 3, 15, 18, 30, 39, 40, 42, 46 and 68.

City staff requested that water services and sanitary sewer laterals be replaced to the right of way line, even where existing retaining walls were located inside the right of way. This was a wise direction to prevent future concerns beneath the walls, however, reconstruction of the walls was not contemplated during design. The additional retaining wall work impacted contract items 100-102.

During design, the number of new trees to be planted was not known. A total of 17 trees were included in the contract to establish unit prices for several varieties. During construction, property owners requested a total of 40 trees, which were installed. This additional work impacted contract items 111-115 (because the contract unit price is the same for all varieties and several varieties were provided that were not included in the original contract, all trees have been tracked collectively under item 111).

City of Portland - James Street Improvements
Change Order Breakdown

Item No.	Description	Unit	Plan Quantity	Original Contract		Change Order #1		Adjusted Contract	
				Contract Unit Price	Contract Amount	Quantity	Amount	Quantity	Amount
1	General Conditions, Bonds & Insurances (Max 5%)	LSUM	1	\$ 52,750.00	\$ 52,750.00	0.00	\$ -	1.00	\$ 52,750.00
2	Above Ground Video Survey	LSUM	1	\$ 1,250.00	\$ 1,250.00	0.00	\$ -	1.00	\$ 1,250.00
3	Roadway Grading	Sta	18	\$ 2,765.00	\$ 48,387.50	3.34	\$ 9,235.10	20.84	\$ 57,622.60
4	Subgrade Undercutting, Type II	Cyd	100	\$ 10.00	\$ 1,000.00	215.81	\$ 2,158.10	315.81	\$ 3,158.10
5	Trench Undercut and Backfill	Cyd	100	\$ 10.00	\$ 1,000.00	-100.00	\$ (1,000.00)	0.00	\$ -
6	Maintenance Gravel, LM	Cyd	100	\$ 5.00	\$ 500.00	-72.00	\$ (360.00)	28.00	\$ 140.00
7	Exploratory Digging	Hr	50	\$ 1.00	\$ 50.00	-2.50	\$ (2.50)	47.50	\$ 47.50
8	Flowable Fill	Cyd	100	\$ 1.00	\$ 100.00	-100.00	\$ (100.00)	0.00	\$ -
9	Tree, Rem, 19 inch to 36 inch	Ea	5	\$ 500.00	\$ 2,500.00	6.00	\$ 3,000.00	11.00	\$ 5,500.00
10	Tree, Rem, 6 inch to 18 inch	Ea	2	\$ 150.00	\$ 300.00	5.00	\$ 750.00	7.00	\$ 1,050.00
11	Stump, Rem	Ea	1	\$ 100.00	\$ 100.00	6.00	\$ 600.00	7.00	\$ 700.00
12	Tree, Relocate	Ea	1	\$ 100.00	\$ 100.00	0.00	\$ -	1.00	\$ 100.00
13	Flag and Landscape, Relocate	Ea	1	\$ 150.00	\$ 150.00	-1.00	\$ (150.00)	0.00	\$ -
14	Sign, Type III, Rem	Ea	8	\$ 15.00	\$ 120.00	1.00	\$ 15.00	9.00	\$ 135.00
15	Cold Milling HMA Surface	Syd	6,700	\$ 1.15	\$ 7,705.00	93.94	\$ 108.03	6,793.94	\$ 7,813.03
16	Pavt, Rem	Syd	1,114	\$ 4.00	\$ 4,456.00	-139.20	\$ (556.80)	974.80	\$ 3,899.20
17	Sidewalk, Rem	Syd	980	\$ 4.00	\$ 3,920.00	-20.58	\$ (82.32)	959.42	\$ 3,837.68
18	Curb and Gutter, Rem	Ft	3,770	\$ 3.90	\$ 14,703.00	181.21	\$ 706.72	3,951.21	\$ 15,409.72
19	Timber Wall, Rem	Syd	30	\$ 10.00	\$ 300.00	6.52	\$ 65.20	36.52	\$ 365.20
20	San Sewer, Rem, Less than 24 inch	Ft	200	\$ 7.50	\$ 1,500.00	1,039.00	\$ 7,792.50	1,239.00	\$ 9,292.50
21	Storm Sewer, Rem, Less than 24 inch	Ft	300	\$ 5.00	\$ 1,500.00	1,122.10	\$ 5,610.50	1,422.10	\$ 7,110.50
22	Dr Structure, Rem	Ea	18	\$ 300.00	\$ 5,400.00	2.00	\$ 600.00	20.00	\$ 6,000.00
23	San Manhole, Rem	Ea	8	\$ 300.00	\$ 2,400.00	0.00	\$ -	8.00	\$ 2,400.00
24	Valve Box, Rem	Ea	10	\$ 125.00	\$ 1,250.00	0.00	\$ -	10.00	\$ 1,250.00
25	Hydrant, Rem	Ea	4	\$ 500.00	\$ 2,000.00	0.00	\$ -	4.00	\$ 2,000.00
26	Structure Cover, Adj, Case 2	Ea	8	\$ 300.00	\$ 2,400.00	-4.00	\$ (1,200.00)	4.00	\$ 1,200.00
27	Erosion Control, Inlet Protection, Fabric Drop	Ea	22	\$ 100.00	\$ 2,200.00	-1.00	\$ (100.00)	21.00	\$ 2,100.00
28	Erosion Control, Silt Fence	Ft	650	\$ 0.01	\$ 6.50	-492.00	\$ (4.92)	158.00	\$ 1.58
29	Mulch Blanket	Syd	200	\$ 1.00	\$ 200.00	459.11	\$ 459.11	659.11	\$ 659.11
30	Slope Restoration	Syd	5,000	\$ 4.00	\$ 20,000.00	833.14	\$ 3,332.56	5,833.14	\$ 23,332.56
31	Barricade, Type III, High Intensity, Double Sided, Light	Ea	19	\$ 48.00	\$ 912.00	0.00	\$ -	19.00	\$ 912.00
32	Barricade, Type III, High Intensity, Double Sided, Light	Ea	19	\$ 2.00	\$ 38.00	0.00	\$ -	19.00	\$ 38.00
33	Minor Traf Devices	LSUM	1	\$ 9,870.00	\$ 9,870.00	0.00	\$ -	1.00	\$ 9,870.00
34	Plastic Drum, High Intensity, Furn	Ea	20	\$ 9.75	\$ 195.00	0.00	\$ -	20.00	\$ 195.00
35	Plastic Drum, High Intensity, Oper	Ea	20	\$ 0.25	\$ 5.00	0.00	\$ -	20.00	\$ 5.00
36	Sign, Type B, Temp, Prismatic, Furn	Sft	337	\$ 2.75	\$ 926.75	114.50	\$ 314.88	451.50	\$ 1,241.63
37	Sign, Type B, Temp, Prismatic, Oper	Sft	337	\$ 0.10	\$ 33.70	114.50	\$ 11.45	451.50	\$ 45.15
38	Traf Regulator Control	LSUM	1	\$ 0.01	\$ 0.01	-1.00	\$ (0.01)	0.00	\$ -

City of Portland - James Street Improvements
Change Order Breakdown

Item No.	Description	Unit	Original Contract			Change Order #1		Adjusted Contract	
			Plan Quantity	Contract Unit Price	Contract Amount	Quantity	Amount	Quantity	Amount
39	Subbase, CIP	Cyd	2,550	\$ 7.00	\$ 17,850.00	315.62	\$ 2,209.34	2,865.62	\$ 20,059.34
40	Aggregate Base, 8 inch	Syd	6,600	\$ 5.00	\$ 33,000.00	458.31	\$ 2,291.55	7,058.31	\$ 35,291.55
41	Hand Patching	Ton	75	\$ 30.00	\$ 2,250.00	-72.24	\$ (2,167.20)	2.76	\$ 82.80
42	HMA, 13A (Surface)	Ton	575	\$ 71.00	\$ 40,825.00	83.11	\$ 5,900.81	658.11	\$ 46,725.81
43	HMA, 13A (Leveling)	Ton	575	\$ 71.00	\$ 40,825.00	0.00	\$ -	575.00	\$ 40,825.00
44	Place and Compact HMA Millings	Syd	235	\$ 4.00	\$ 940.00	0.00	\$ -	235.00	\$ 940.00
45	Driveway, Nonreinf Conc, 6 inch	Syd	1,180	\$ 29.50	\$ 34,810.00	-258.06	\$ (7,612.77)	921.94	\$ 27,197.23
46	Curb and Gutter, Conc, Det F4	Ft	4,820	\$ 12.00	\$ 57,840.00	-840.85	\$ (10,090.20)	3,979.15	\$ 47,749.80
47	Underdrain, Pipe, 6 inch	Ft	4,820	\$ 2.50	\$ 12,050.00	-3,584.50	\$ (8,961.25)	1,235.50	\$ 3,088.75
48	Detectable Warning Surface	Ft	170	\$ 72.00	\$ 12,240.00	-4.55	\$ (327.60)	165.45	\$ 11,912.40
49	Sidewalk Ramp, Conc, 6 inch	Sft	740	\$ 5.00	\$ 3,700.00	11.22	\$ 56.10	751.22	\$ 3,756.10
50	Sidewalk, Conc, 4 inch	Sft	14,100	\$ 3.00	\$ 42,300.00	2,592.52	\$ 7,777.56	16,692.52	\$ 50,077.56
51	Connect to Existing Sanitary Manhole	Ea	2	\$ 1,000.00	\$ 2,000.00	0.00	\$ -	2.00	\$ 2,000.00
52	Connect to Existing Sanitary Sewer	Ea	5	\$ 850.00	\$ 4,250.00	0.00	\$ -	5.00	\$ 4,250.00
53	San Lateral, 6 inch	Ft	980	\$ 26.00	\$ 25,480.00	34.83	\$ 905.58	1,014.83	\$ 26,385.58
54	San Wye, 8 inch x 6 inch	Ea	11	\$ 100.00	\$ 1,100.00	7.00	\$ 700.00	18.00	\$ 1,800.00
55	San Lateral, Reconnect	Ea	19	\$ 150.00	\$ 2,850.00	3.00	\$ 450.00	22.00	\$ 3,300.00
56	San Sewer, 8 inch	Ft	1,454	\$ 62.00	\$ 90,148.00	-4.50	\$ (279.00)	1,449.50	\$ 89,869.00
57	San Manhole, 48 inch dia	Ea	6	\$ 3,500.00	\$ 21,000.00	1.00	\$ 3,500.00	7.00	\$ 24,500.00
58	Corporation Stop, 2 inch	Ea	1	\$ 425.00	\$ 425.00	0.00	\$ -	1.00	\$ 425.00
59	Corporation Stop, 1 inch	Ea	28	\$ 100.00	\$ 2,800.00	-3.00	\$ (300.00)	25.00	\$ 2,500.00
60	Curb Stop and Box, 2 inch	Ea	1	\$ 650.00	\$ 650.00	0.00	\$ -	1.00	\$ 650.00
61	Curb Stop and Box, 1 inch	Ea	28	\$ 200.00	\$ 5,600.00	-3.00	\$ (600.00)	25.00	\$ 5,000.00
62	Water Service, Reconnect	Ea	28	\$ 75.00	\$ 2,100.00	-1.00	\$ (75.00)	27.00	\$ 2,025.00
63	Water Service, 2 inch	Ft	15	\$ 45.00	\$ 675.00	9.50	\$ 427.50	24.50	\$ 1,102.50
64	Water Service, 1 inch	Ft	650	\$ 35.00	\$ 22,750.00	182.20	\$ 6,377.00	832.20	\$ 29,127.00
65	Gate Valve and Box, 8 inch	Ea	18	\$ 1,750.00	\$ 31,500.00	2.00	\$ 3,500.00	20.00	\$ 35,000.00
66	Water Main, 8 inch, Cut and Plug	Ea	4	\$ 200.00	\$ 800.00	-1.00	\$ (200.00)	3.00	\$ 600.00
67	Water Main, 6 inch, Cut and Plug	Ea	5	\$ 200.00	\$ 1,000.00	1.00	\$ 200.00	6.00	\$ 1,200.00
68	Water Main, DI, 8 inch	Ft	2,167	\$ 62.00	\$ 134,354.00	75.05	\$ 4,653.10	2,242.05	\$ 139,007.10
69	Bend, 45 DEG, 8 inch	Ea	18	\$ 225.00	\$ 4,050.00	1.00	\$ 225.00	19.00	\$ 4,275.00
70	Bend, 45 DEG, 6 inch	Ea	8	\$ 175.00	\$ 1,400.00	-6.00	\$ (1,050.00)	2.00	\$ 350.00
71	Bend, 22.5 DEG, 6 inch	Ea	8	\$ 175.00	\$ 1,400.00	-8.00	\$ (1,400.00)	0.00	\$ -
72	Bend, 22.5 DEG, 8 inch	Ea	8	\$ 225.00	\$ 1,800.00	-7.00	\$ (1,575.00)	1.00	\$ 225.00
73	Bend, 90 DEG, 6 inch	Ea	1	\$ 175.00	\$ 175.00	-1.00	\$ (175.00)	0.00	\$ -
74	Tee, 8 inch x 8 inch x 8 inch	Ea	8	\$ 350.00	\$ 2,800.00	0.00	\$ -	8.00	\$ 2,800.00
75	Tee, 8 inch x 8 inch x 6 inch	Ea	6	\$ 350.00	\$ 2,100.00	0.00	\$ -	6.00	\$ 2,100.00
76	Reducer, 8 inch x 6 inch	Ea	5	\$ 250.00	\$ 1,250.00	1.00	\$ 250.00	6.00	\$ 1,500.00

City of Portland - James Street Improvements
Change Order Breakdown

Item No.	Description	Unit	Plan Quantity	Original Contract		Change Order #1		Adjusted Contract	
				Contract Unit Price	Contract Amount	Quantity	Amount	Quantity	Amount
77	Water Main, Connect, 8 inch	Ea	4	\$ 1,500.00	\$ 6,000.00	-1.00	\$ (1,500.00)	3.00	\$ 4,500.00
78	Water Main, Connect, 6 inch	Ea	5	\$ 1,500.00	\$ 7,500.00	1.00	\$ 1,500.00	6.00	\$ 9,000.00
79	Cap, DI, 8 inch	Ea	1	\$ 150.00	\$ 150.00	0.00	\$ -	1.00	\$ 150.00
80	Water Main, DI, 6 inch	Ft	90	\$ 50.00	\$ 4,500.00	-5.80	\$ (290.00)	84.20	\$ 4,210.00
81	Gate Valve and Box, 6 inch	Ea	6	\$ 1,250.00	\$ 7,500.00	0.00	\$ -	6.00	\$ 7,500.00
82	Fire Hydrant	Ea	6	\$ 2,500.00	\$ 15,000.00	0.00	\$ -	6.00	\$ 15,000.00
83	Storm Sewer, 12 inch	Ft	1,158	\$ 40.00	\$ 46,320.00	-11.56	\$ (462.40)	1,146.44	\$ 45,857.60
84	Storm Sewer, 15 inch	Ft	47	\$ 42.00	\$ 1,974.00	-3.50	\$ (147.00)	43.50	\$ 1,827.00
85	Storm Sewer, 18 inch,	Ft	110	\$ 55.00	\$ 6,050.00	8.00	\$ 440.00	118.00	\$ 6,490.00
86	Storm Sewer, 24 inch	Ft	76	\$ 65.00	\$ 4,940.00	-16.50	\$ (1,072.50)	59.50	\$ 3,867.50
87	Storm Sewer Tap, 10 inch	Ea	1	\$ 200.00	\$ 200.00	0.00	\$ -	1.00	\$ 200.00
88	Storm Sewer Tap, 12 inch	Ea	1	\$ 200.00	\$ 200.00	0.00	\$ -	1.00	\$ 200.00
89	Storm Sewer Tap, 15 inch	Ea	1	\$ 300.00	\$ 300.00	0.00	\$ -	1.00	\$ 300.00
90	Storm Sewer Tap, 18 inch	Ea	1	\$ 350.00	\$ 350.00	1.00	\$ 350.00	2.00	\$ 700.00
91	Storm Sewer Tap, 24 inch	Ea	2	\$ 400.00	\$ 800.00	0.00	\$ -	2.00	\$ 800.00
92	Video Taping Sewer and Culv Pipe	Ft	1,391	\$ 1.00	\$ 1,391.00	-23.56	\$ (23.56)	1,367.44	\$ 1,367.44
93	Dr Structure Cover, Type B	Ea	3	\$ 1,000.00	\$ 3,000.00	0.00	\$ -	3.00	\$ 3,000.00
94	Dr Structure Cover, Type K	Ea	19	\$ 650.00	\$ 12,350.00	-1.00	\$ (650.00)	18.00	\$ 11,700.00
95	Dr Structure Cover, Type Q	Ea	7	\$ 1,000.00	\$ 7,000.00	-1.00	\$ (1,000.00)	6.00	\$ 6,000.00
96	Dr Structure, 60 inch dia	Ea	1	\$ 3,000.00	\$ 3,000.00	0.00	\$ -	1.00	\$ 3,000.00
97	Dr Structure, 48 inch dia	Ea	22	\$ 1,250.00	\$ 27,500.00	0.00	\$ -	22.00	\$ 27,500.00
98	Dr Structure, Tap, 6 inch	Ea	40	\$ 0.01	\$ 0.40	-36.00	\$ (0.36)	4.00	\$ 0.04
99	Dr Structure, Tap, 12 inch	Ea	1	\$ 150.00	\$ 150.00	-1.00	\$ (150.00)	0.00	\$ -
100	Modular Block Retaining Wall A	Sft	100	\$ 30.00	\$ 3,000.00	260.81	\$ 7,824.30	360.81	\$ 10,824.30
101	Modular Block Retaining Wall B	Sft	225	\$ 45.00	\$ 10,125.00	770.28	\$ 34,662.60	995.28	\$ 44,787.60
102	Modular Block Retaining Wall C	Sft	375	\$ 32.00	\$ 12,000.00	-74.25	\$ (2,376.00)	300.75	\$ 9,624.00
103	Decorative Fence	Ft	130	\$ 80.00	\$ 10,400.00	5.00	\$ 400.00	135.00	\$ 10,800.00
104	Conduit, Schedule 80, 8 inch	Ft	70	\$ 12.50	\$ 875.00	-4.00	\$ (50.00)	66.00	\$ 825.00
105	Sign, Type IIIB	Sft	93	\$ 15.00	\$ 1,395.00	-7.50	\$ (112.50)	85.50	\$ 1,282.50
106	Installing City supplied street name sign	Ea	12	\$ 20.00	\$ 240.00	0.00	\$ -	12.00	\$ 240.00
107	Pavt Mrkg, Waterborne, 6 inch, White	Ft	701	\$ 1.40	\$ 981.40	0.00	\$ -	701.00	\$ 981.40
108	Pavt Mrkg, Ovly Cold Plastic, 12 inch, White	Ft	192	\$ 5.25	\$ 1,008.00	0.00	\$ -	192.00	\$ 1,008.00
109	Pavt Mrkg, Ovly Cold Plastic, 24 inch, White	Ft	136	\$ 10.50	\$ 1,428.00	0.00	\$ -	136.00	\$ 1,428.00
110	Post, Steel, 3 lb	Ft	140	\$ 5.00	\$ 700.00	56.00	\$ 280.00	196.00	\$ 980.00
111	Acer rebrum, 4 inch to 6 inch	Ea	4	\$ 500.00	\$ 2,000.00	36.00	\$ 18,000.00	40.00	\$ 20,000.00
112	Acer x freemanii 'Jeffersred', 4 inch to 6 inch	Ea	4	\$ 500.00	\$ 2,000.00	-4.00	\$ (2,000.00)	0.00	\$ -
113	Acer platanoides, 4 inch to 6 inch	Ea	3	\$ 500.00	\$ 1,500.00	-3.00	\$ (1,500.00)	0.00	\$ -
114	Acer saccharum, 4 inch to 6 inch	Ea	3	\$ 500.00	\$ 1,500.00	-3.00	\$ (1,500.00)	0.00	\$ -

City of Portland - James Street Improvements
Change Order Breakdown

Item No.	Description	Unit	Original Contract			Change Order #1		Adjusted Contract	
			Plan Quantity	Contract Unit Price	Contract Amount	Quantity	Amount	Quantity	Amount
115	Pyrus calleryana 'Redspire', 4 inch to 6 inch	Ea	3	\$ 500.00	\$ 1,500.00	-3.00	\$ (1,500.00)	0.00	\$ -
A1	Cold Milling HMA Surface (Alt 1)	Syd	2,300	\$ 2.50	\$ 5,750.00	0.00	\$ -	2,300.00	\$ 5,750.00
A2	HMA 13A (Alt 1)	Ton	200	\$ 76.35	\$ 15,270.00	0.00	\$ -	200.00	\$ 15,270.00
E1	Dr Structure Cover, Type KK	Ea	0	\$ 760.00	\$ -	4.00	\$ 3,040.00	4.00	\$ 3,040.00
E2	Dr Structure Cover, Type Q (Mod)	Ea	0	\$ 600.00	\$ -	2.00	\$ 1,200.00	2.00	\$ 1,200.00
E3	Dr Structure, 24 inch dia (w/ cover)	Ea	0	\$ 1,350.00	\$ -	1.00	\$ 1,350.00	1.00	\$ 1,350.00
E4	Wood Landscape/Privacy Fence	LSUM	0	\$ 591.00	\$ -	1.00	\$ 591.00	1.00	\$ 591.00
E5	Stone Wall Repairs (933 & 1007 James)	LSUM	0	\$ 250.00	\$ -	1.00	\$ 250.00	1.00	\$ 250.00
E6	Stump, Rem, Grinding 80" dia	Ea	0	\$ 471.00	\$ -	1.00	\$ 471.00	1.00	\$ 471.00
E7	Aggregate, 6A (Gravel Drives & Ret Wall)	LSUM	0	\$ 973.00	\$ -	1.00	\$ 973.00	1.00	\$ 973.00
E8	Curb, Detail E	Ft	0	\$ 27.50	\$ -	157.50	\$ 4,331.25	157.50	\$ 4,331.25
E9	Steps, Concrete	Ea	0	\$ 550.00	\$ -	1.00	\$ 550.00	1.00	\$ 550.00
E10	Addl Water Service Work - 933 James	LSUM	0	\$ 2,559.00	\$ -	1.00	\$ 2,559.00	1.00	\$ 2,559.00
E11	Addl Water Service Work - 728 James	LSUM	0	\$ 713.00	\$ -	1.00	\$ 713.00	1.00	\$ 713.00
E12	Cemetery Drive - Traffic Control	LSUM	0	\$ 650.00	\$ -	0.00	\$ -	0.00	\$ -
E13	Cemetery Drive - Removals	LSUM	0	\$ 500.00	\$ -	0.00	\$ -	0.00	\$ -
E14	Cemetery Drive - HMA	Ton	0	\$ 165.00	\$ -	0.00	\$ -	0.00	\$ -
E15	Safety Salt, 50# Bag	Ea	0	\$ 8.00	\$ -	60.00	\$ 480.00	60.00	\$ 480.00
Original Contract Total:					\$ 1,081,163.26		\$ 101,443.95		\$ 1,182,607.21

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-03

**A RESOLUTION APPROVING PAY REQUEST NO. 3 TO CL TRUCKING, INC.
FOR WORK DONE ON THE JAMES STREET IMPROVEMENT PROJECT**

WHEREAS, the City awarded a contract in the amount of \$1,081,163.26 to CL Trucking, Inc. to make certain improvements to James Street; and

WHEREAS, CL Trucking, Inc. has submitted Pay Request No. 4 requesting a progress payment for work completed through December 31, 2017, a copy of Pay Request No. 4 is attached as Exhibit A; and

WHEREAS, the City Engineer on this Project has reviewed Pay Request No. 4 and is recommending that the City Council approve payment in the amount of \$59,139.68.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Engineer's recommendation to approve Pay Request No. 4 and authorizes payment in the amount of \$59,139.68 to CL Trucking, Inc. for work completed through December 31, 2017.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

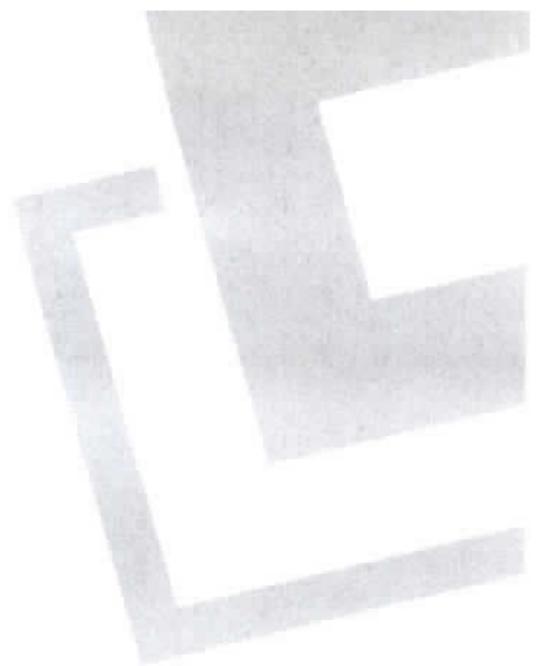
Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: January 15, 2018

Monique I. Miller, City Clerk



January 10, 2018

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

RE: James Street Improvements – Pay Application #4

Dear Mr. Gorman:

Attached is a pay request from CL Trucking & Excavating on the James Street project. The breakdown for this payment is as follows:

Road/General	\$48,056.38
Water	4,997.00
Sanitary	6,086.30
Electric	0.00

We are in agreement with the quantities and amounts submitted. We recommend payment in the amount of \$59,139.68. Please feel free to contact me with any questions.

Sincerely,

FLEIS & VANDENBRINK

Jonathan W. Moxey, P.E.
Project Manager

Exhibit
A

APPLICATION FOR PAYMENT NO. 4

To: City of Portland (OWNER)
From: CL Trucking & Excavating, LLC (CONTRACTOR)
Contract: James Street Improvements
Project: James Street Improvements
OWNER's Contract No. N/A ENGINEER's Project No. 830080
For Work accomplished through the date of: 12/31/17

Table with 2 columns: Description and Amount. Rows include: ORIGINAL CONTRACT PRICE (\$1,081,163.26), Net change by Change Orders (\$101,443.95), Current Contract Price (1 plus 2) (\$1,182,607.21), TOTAL COMPLETED AND STORED TO DATE (\$1,116,996.81), RETAINAGE (5% of Contract Price: \$54,060.43), Total completed and stored to date less retainage (4 minus 5) (\$1,062,936.38), LESS PREVIOUS PAYMENTS (\$1,003,796.70), AMOUNT DUE THIS APPLICATION (6 MINUS 7) (\$59,139.68)

Accompanying Documentation: See breakdown attached.

CONTRACTOR'S Certification:

The undersigned CONTRACTOR certifies, to the best of its knowledge, the following: (1) All previous progress payments received from OWNER on account of Work done under the Contract have been applied on account to discharge CONTRACTOR's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to OWNER at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to OWNER indemnifying OWNER against any such Lien, security interest, or encumbrances); and (3) All Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Dated: 1/9/18

CL Trucking & Excavating, LLC
CONTRACTOR
By: Chad Listerman
Digitally signed by Chad Listerman
Date: 2018.01.11 10:13:10 -05'00'
Authorized Signature
Chad Listerman (Member/Manager)
Printed or Typed Name

ENGINEER's Recommendation:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated 1/10/18

Fleis & VandenBrink Engineering, Inc.
ENGINEER
By: Jonathan W. Moxey
Jan 11 2018 10:30 AM
Authorized Signature
Jonathan W. Moxey, PE
Printed or Typed Name

City of Portland - James Street Improvements
Pay Application Breakdown

Pay App 4 - 2017 Balancing

Item No.	Description	Unit	Plan Quantity	Contract Unit Price	Original Contract Amount	Quantity Complete to Date	Amount Complete to Date	Quantity	Amount
1	General Conditions, Bonds & Insurances (Max 5%)	LSUM	1	\$ 52,750.00	\$ 52,750.00	1.00	\$52,750.00	0.00	\$ -
2	Above Ground Video Survey	LSUM	1	\$ 1,250.00	\$ 1,250.00	1.00	\$1,250.00	0.00	\$ -
3	Roadway Grading	Sta	18	\$ 2,765.00	\$ 48,387.50	20.84	\$57,622.60	0.00	\$ -
4	Subgrade Undercutting, Type II	Cyd	100	\$ 10.00	\$ 1,000.00	315.81	\$3,158.10	0.00	\$ -
5	Trench Undercut and Backfill	Cyd	100	\$ 10.00	\$ 1,000.00	0.00	\$0.00	0.00	\$ -
6	Maintenance Gravel, LM	Cyd	100	\$ 5.00	\$ 500.00	28.00	\$140.00	0.00	\$ -
7	Exploratory Digging	Hr	50	\$ 1.00	\$ 50.00	47.50	\$47.50	0.00	\$ -
8	Flowable Fill	Cyd	100	\$ 1.00	\$ 100.00	0.00	\$0.00	0.00	\$ -
9	Tree, Rem, 19 inch to 36 inch	Ea	5	\$ 500.00	\$ 2,500.00	11.00	\$5,500.00	0.00	\$ -
10	Tree, Rem, 6 inch to 18 inch	Ea	2	\$ 150.00	\$ 300.00	7.00	\$1,050.00	0.00	\$ -
11	Stump, Rem	Ea	1	\$ 100.00	\$ 100.00	7.00	\$700.00	0.00	\$ -
12	Tree, Relocate	Ea	1	\$ 100.00	\$ 100.00	1.00	\$100.00	0.00	\$ -
13	Flag and Landscape, Relocate	Ea	1	\$ 150.00	\$ 150.00	0.00	\$0.00	0.00	\$ -
14	Sign, Type III, Rem	Ea	8	\$ 15.00	\$ 120.00	9.00	\$135.00	9.00	\$ 135.00
15	Cold Milling HMA Surface	Syd	6,700	\$ 1.15	\$ 7,705.00	6,793.94	\$7,813.03	0.00	\$ -
16	Pavt, Rem	Syd	1,114	\$ 4.00	\$ 4,456.00	974.80	\$3,899.20	0.00	\$ -
17	Sidewalk, Rem	Syd	980	\$ 4.00	\$ 3,920.00	959.42	\$3,837.68	0.00	\$ -
18	Curb and Gutter, Rem	Ft	3,770	\$ 3.90	\$ 14,703.00	3,951.21	\$15,409.72	0.00	\$ -
19	Timber Wall, Rem	Syd	30	\$ 10.00	\$ 300.00	36.52	\$365.20	0.00	\$ -
20	San Sewer, Rem, Less than 24 inch	Ft	200	\$ 7.50	\$ 1,500.00	1,239.00	\$9,292.50	0.00	\$ -
21	Storm Sewer, Rem, Less than 24 inch	Ft	300	\$ 5.00	\$ 1,500.00	1,422.10	\$7,110.50	0.00	\$ -
22	Dr Structure, Rem	Ea	18	\$ 300.00	\$ 5,400.00	20.00	\$6,000.00	0.00	\$ -
23	San Manhole, Rem	Ea	8	\$ 300.00	\$ 2,400.00	8.00	\$2,400.00	0.00	\$ -
24	Valve Box, Rem	Ea	10	\$ 125.00	\$ 1,250.00	10.00	\$1,250.00	0.00	\$ -
25	Hydrant, Rem	Ea	4	\$ 500.00	\$ 2,000.00	4.00	\$2,000.00	0.00	\$ -
26	Structure Cover, Adj, Case 2	Ea	8	\$ 300.00	\$ 2,400.00	4.00	\$1,200.00	0.00	\$ -
27	Erosion Control, Inlet Protection, Fabric Drop	Ea	22	\$ 100.00	\$ 2,200.00	21.00	\$2,100.00	0.00	\$ -
28	Erosion Control, Silt Fence	Ft	650	\$ 0.01	\$ 6.50	158.00	\$1.58	158.00	\$ 1.58
29	Mulch Blanket	Syd	200	\$ 1.00	\$ 200.00	659.11	\$659.11	659.11	\$ 659.11
30	Slope Restoration	Syd	5,000	\$ 4.00	\$ 20,000.00	5,833.14	\$23,332.56	0.00	\$ -
31	Barricade, Type III, High Intensity, Double Sided, Light	Ea	19	\$ 48.00	\$ 912.00	19.00	\$912.00	0.00	\$ -
32	Barricade, Type III, High Intensity, Double Sided, Light	Ea	19	\$ 2.00	\$ 38.00	19.00	\$38.00	0.00	\$ -
33	Minor Traf Devices	LSUM	1	\$ 9,870.00	\$ 9,870.00	1.00	\$9,870.00	0.00	\$ -
34	Plastic Drum, High Intensity, Furn	Ea	20	\$ 9.75	\$ 195.00	20.00	\$195.00	0.00	\$ -
35	Plastic Drum, High Intensity, Oper	Ea	20	\$ 0.25	\$ 5.00	20.00	\$5.00	0.00	\$ -
36	Sign, Type B, Temp, Prismatic, Furn	Sft	337	\$ 2.75	\$ 926.75	451.50	\$1,241.63	0.00	\$ -
37	Sign, Type B, Temp, Prismatic, Oper	Sft	337	\$ 0.10	\$ 33.70	451.50	\$45.15	0.00	\$ -
38	Traf Regulator Control	LSUM	1	\$ 0.01	\$ 0.01	0.00	\$0.00	0.00	\$ -
39	Subbase, CIP	Cyd	2,550	\$ 7.00	\$ 17,850.00	2,865.62	\$20,059.34	0.00	\$ -

City of Portland - James Street Improvements
Pay Application Breakdown

Pay App 4 - 2017 Balancing

Item No.	Description	Unit	Plan Quantity	Contract Unit Price	Original Contract Amount	Quantity Complete to Date	Amount Complete to Date	Quantity	Amount
40	Aggregate Base, 8 inch	Syd	6,600	\$ 5.00	\$ 33,000.00	7,058.31	\$35,291.55	0.00	\$ -
41	Hand Patching	Ton	75	\$ 30.00	\$ 2,250.00	2.76	\$82.80	0.00	\$ -
42	HMA, 13A (Surface)	Ton	575	\$ 71.00	\$ 40,825.00	658.11	\$46,725.81	0.00	\$ -
43	HMA, 13A (Leveling)	Ton	575	\$ 71.00	\$ 40,825.00	0.00	\$0.00	0.00	\$ -
44	Place and Compact HMA Millings	Syd	235	\$ 4.00	\$ 940.00	148.00	\$592.00	148.00	\$ 592.00
45	Driveway, Nonreinf Conc, 6 inch	Syd	1,180	\$ 29.50	\$ 34,810.00	921.94	\$27,197.23	0.00	\$ -
46	Curb and Gutter, Conc, Det F4	Ft	4,820	\$ 12.00	\$ 57,840.00	3,979.15	\$47,749.80	0.00	\$ -
47	Underdrain, Pipe, 6 inch	Ft	4,820	\$ 2.50	\$ 12,050.00	1,235.50	\$3,088.75	0.00	\$ -
48	Detectable Warning Surface	Ft	170	\$ 72.00	\$ 12,240.00	165.45	\$11,912.40	0.00	\$ -
49	Sidewalk Ramp, Conc, 6 inch	Sft	740	\$ 5.00	\$ 3,700.00	751.22	\$3,756.10	0.00	\$ -
50	Sidewalk, Conc, 4 inch	Sft	14,100	\$ 3.00	\$ 42,300.00	16,692.52	\$50,077.56	0.00	\$ -
51	Connect to Existing Sanitary Manhole	Ea	2	\$ 1,000.00	\$ 2,000.00	2.00	\$2,000.00	0.00	\$ -
52	Connect to Existing Sanitary Sewer	Ea	5	\$ 850.00	\$ 4,250.00	5.00	\$4,250.00	0.00	\$ -
53	San Lateral, 6 inch	Ft	980	\$ 26.00	\$ 25,480.00	1,014.83	\$26,385.58	150.00	\$ 3,900.00
54	San Wye, 8 inch x 6 inch	Ea	11	\$ 100.00	\$ 1,100.00	18.00	\$1,800.00	1.00	\$ 100.00
55	San Lateral, Reconnect	Ea	19	\$ 150.00	\$ 2,850.00	22.00	\$3,300.00	0.00	\$ -
56	San Sewer, 8 inch	Ft	1,454	\$ 62.00	\$ 90,148.00	1,449.50	\$89,869.00	33.65	\$ 2,086.30
57	San Manhole, 48 inch dia	Ea	6	\$ 3,500.00	\$ 21,000.00	7.00	\$24,500.00	0.00	\$ -
58	Corporation Stop, 2 inch	Ea	1	\$ 425.00	\$ 425.00	1.00	\$425.00	0.00	\$ -
59	Corporation Stop, 1 inch	Ea	28	\$ 100.00	\$ 2,800.00	25.00	\$2,500.00	0.00	\$ -
60	Curb Stop and Box, 2 inch	Ea	1	\$ 650.00	\$ 650.00	1.00	\$650.00	0.00	\$ -
61	Curb Stop and Box, 1 inch	Ea	28	\$ 200.00	\$ 5,600.00	25.00	\$5,000.00	0.00	\$ -
62	Water Service, Reconnect	Ea	28	\$ 75.00	\$ 2,100.00	27.00	\$2,025.00	3.00	\$ 225.00
63	Water Service, 2 inch	Ft	15	\$ 45.00	\$ 675.00	24.50	\$1,102.50	0.00	\$ -
64	Water Service, 1 inch	Ft	650	\$ 35.00	\$ 22,750.00	832.20	\$29,127.00	0.00	\$ -
65	Gate Valve and Box, 8 inch	Ea	18	\$ 1,750.00	\$ 31,500.00	20.00	\$35,000.00	0.00	\$ -
66	Water Main, 8 inch, Cut and Plug	Ea	4	\$ 200.00	\$ 800.00	3.00	\$600.00	0.00	\$ -
67	Water Main, 6 inch, Cut and Plug	Ea	5	\$ 200.00	\$ 1,000.00	6.00	\$1,200.00	0.00	\$ -
68	Water Main, DI, 8 inch	Ft	2,167	\$ 62.00	\$ 134,354.00	2,242.05	\$139,007.10	0.00	\$ -
69	Bend, 45 DEG, 8 inch	Ea	18	\$ 225.00	\$ 4,050.00	19.00	\$4,275.00	0.00	\$ -
70	Bend, 45 DEG, 6 inch	Ea	8	\$ 175.00	\$ 1,400.00	2.00	\$350.00	0.00	\$ -
71	Bend, 22.5 DEG, 6 inch	Ea	8	\$ 175.00	\$ 1,400.00	0.00	\$0.00	0.00	\$ -
72	Bend, 22.5 DEG, 8 inch	Ea	8	\$ 225.00	\$ 1,800.00	1.00	\$225.00	0.00	\$ -
73	Bend, 90 DEG, 6 inch	Ea	1	\$ 175.00	\$ 175.00	0.00	\$0.00	0.00	\$ -
74	Tee, 8 inch x 8 inch x 8 inch	Ea	8	\$ 350.00	\$ 2,800.00	8.00	\$2,800.00	0.00	\$ -
75	Tee, 8 inch x 8 inch x 6 inch	Ea	6	\$ 350.00	\$ 2,100.00	6.00	\$2,100.00	0.00	\$ -
76	Reducer, 8 inch x 6 inch	Ea	5	\$ 250.00	\$ 1,250.00	6.00	\$1,500.00	0.00	\$ -
77	Water Main, Connect, 8 inch	Ea	4	\$ 1,500.00	\$ 6,000.00	3.00	\$4,500.00	0.00	\$ -
78	Water Main, Connect, 6 inch	Ea	5	\$ 1,500.00	\$ 7,500.00	6.00	\$9,000.00	1.00	\$ 1,500.00

**City of Portland - James Street Improvements
Pay Application Breakdown**

Pay App 4 - 2017 Balancing

Item No.	Description	Unit	Plan Quantity	Contract Unit Price	Original Contract Amount	Quantity Complete to Date	Amount Complete to Date	Quantity	Amount
79	Cap, DI, 8 inch	Ea	1	\$ 150.00	\$ 150.00	1.00	\$150.00	0.00	\$ -
80	Water Main, DI, 6 inch	Ft	90	\$ 50.00	\$ 4,500.00	84.20	\$4,210.00	0.00	\$ -
81	Gate Valve and Box, 6 inch	Ea	6	\$ 1,250.00	\$ 7,500.00	6.00	\$7,500.00	0.00	\$ -
82	Fire Hydrant	Ea	6	\$ 2,500.00	\$ 15,000.00	6.00	\$15,000.00	0.00	\$ -
83	Storm Sewer, 12 inch	Ft	1,158	\$ 40.00	\$ 46,320.00	1,146.44	\$45,857.60	0.00	\$ -
84	Storm Sewer, 15 inch	Ft	47	\$ 42.00	\$ 1,974.00	43.50	\$1,827.00	0.00	\$ -
85	Storm Sewer, 18 inch,	Ft	110	\$ 55.00	\$ 6,050.00	118.00	\$6,490.00	0.00	\$ -
86	Storm Sewer, 24 inch	Ft	76	\$ 65.00	\$ 4,940.00	59.50	\$3,867.50	0.00	\$ -
87	Storm Sewer Tap, 10 inch	Ea	1	\$ 200.00	\$ 200.00	1.00	\$200.00	0.00	\$ -
88	Storm Sewer Tap, 12 inch	Ea	1	\$ 200.00	\$ 200.00	1.00	\$200.00	0.00	\$ -
89	Storm Sewer Tap, 15 inch	Ea	1	\$ 300.00	\$ 300.00	1.00	\$300.00	0.00	\$ -
90	Storm Sewer Tap, 18 inch	Ea	1	\$ 350.00	\$ 350.00	2.00	\$700.00	0.00	\$ -
91	Storm Sewer Tap, 24 inch	Ea	2	\$ 400.00	\$ 800.00	2.00	\$800.00	0.00	\$ -
92	Video Taping Sewer and Culv Pipe	Ft	1,391	\$ 1.00	\$ 1,391.00	1,367.44	\$1,367.44	1,367.44	\$ 1,367.44
93	Dr Structure Cover, Type B	Ea	3	\$ 1,000.00	\$ 3,000.00	3.00	\$3,000.00	1.00	\$ 1,000.00
94	Dr Structure Cover, Type K	Ea	19	\$ 650.00	\$ 12,350.00	18.00	\$11,700.00	0.00	\$ -
95	Dr Structure Cover, Type Q	Ea	7	\$ 1,000.00	\$ 7,000.00	6.00	\$6,000.00	0.00	\$ -
96	Dr Structure, 60 inch dia	Ea	1	\$ 3,000.00	\$ 3,000.00	1.00	\$3,000.00	0.00	\$ -
97	Dr Structure, 48 inch dia	Ea	22	\$ 1,250.00	\$ 27,500.00	22.00	\$27,500.00	0.00	\$ -
98	Dr Structure, Tap, 6 inch	Ea	40	\$ 0.01	\$ 0.40	4.00	\$0.04	0.00	\$ -
99	Dr Structure, Tap, 12 inch	Ea	1	\$ 150.00	\$ 150.00	0.00	\$0.00	0.00	\$ -
100	Modular Block Retaining Wall A	Sft	100	\$ 30.00	\$ 3,000.00	360.81	\$10,824.30	0.00	\$ -
101	Modular Block Retaining Wall B	Sft	225	\$ 45.00	\$ 10,125.00	995.28	\$44,787.60	0.00	\$ -
102	Modular Block Retaining Wall C	Sft	375	\$ 32.00	\$ 12,000.00	300.75	\$9,624.00	0.00	\$ -
103	Decorative Fence	Ft	130	\$ 80.00	\$ 10,400.00	135.00	\$10,800.00	135.00	\$ 10,800.00
104	Conduit, Schedule 80, 8 inch	Ft	70	\$ 12.50	\$ 875.00	66.00	\$825.00	0.00	\$ -
105	Sign, Type IIIB	Sft	93	\$ 15.00	\$ 1,395.00	85.50	\$1,282.50	13.00	\$ 195.00
106	Installing City supplied street name sign	Ea	12	\$ 20.00	\$ 240.00	12.00	\$240.00	0.00	\$ -
107	Pavt Mrkg, Waterborne, 6 inch, White	Ft	701	\$ 1.40	\$ 981.40	0.00	\$0.00	0.00	\$ -
108	Pavt Mrkg, Ovly Cold Plastic, 12 inch, White	Ft	192	\$ 5.25	\$ 1,008.00	0.00	\$0.00	0.00	\$ -
109	Pavt Mrkg, Ovly Cold Plastic, 24 inch, White	Ft	136	\$ 10.50	\$ 1,428.00	0.00	\$0.00	0.00	\$ -
110	Post, Steel, 3 lb	Ft	140	\$ 5.00	\$ 700.00	196.00	\$980.00	14.00	\$ 70.00
111	Acer rebrum, 4 inch to 6 inch	Ea	4	\$ 500.00	\$ 2,000.00	40.00	\$20,000.00	40.00	\$ 20,000.00
112	Acer x freemanii 'Jeffersred', 4 inch to 6 inch	Ea	4	\$ 500.00	\$ 2,000.00	0.00	\$0.00	0.00	\$ -
113	Acer platanoides, 4 inch to 6 inch	Ea	3	\$ 500.00	\$ 1,500.00	0.00	\$0.00	0.00	\$ -
114	Acer saccharum, 4 inch to 6 inch	Ea	3	\$ 500.00	\$ 1,500.00	0.00	\$0.00	0.00	\$ -
115	Pyrus calleryana 'Redspire', 4 inch to 6 inch	Ea	3	\$ 500.00	\$ 1,500.00	0.00	\$0.00	0.00	\$ -
A1	Cold Milling HMA Surface (Alt 1)	Syd	2,300	\$ 2.50	\$ 5,750.00	0.00	\$0.00	0.00	\$ -
A2	HMA 13A (Alt 1)	Ton	200	\$ 76.35	\$ 15,270.00	0.00	\$0.00	0.00	\$ -

**City of Portland - James Street Improvements
Pay Application Breakdown**

Pay App 4 - 2017 Balancing

Item No.	Description	Unit	Plan Quantity	Contract Unit Price	Original Contract Amount	Quantity Complete to Date	Amount Complete to Date	Quantity	Amount
E1	Dr Structure Cover, Type KK	Ea	0	\$ 760.00	\$ -	4.00	\$3,040.00	4.00	\$ 3,040.00
E2	Dr Structure Cover, Type Q (Mod)	Ea	0	\$ 600.00	\$ -	2.00	\$1,200.00	2.00	\$ 1,200.00
E3	Dr Structure, 24 inch dia (w/ cover)	Ea	0	\$ 1,350.00	\$ -	1.00	\$1,350.00	1.00	\$ 1,350.00
E4	Wood Landscape/Privacy Fence	LSUM	0	\$ 591.00	\$ -	1.00	\$591.00	1.00	\$ 591.00
E5	Stone Wall Repairs (933 & 1007 James)	LSUM	0	\$ 250.00	\$ -	1.00	\$250.00	1.00	\$ 250.00
E6	Stump, Rem, Grinding 80" dia	Ea	0	\$ 471.00	\$ -	1.00	\$471.00	1.00	\$ 471.00
E7	Aggregate, 6A (Gravel Drives & Ret Wall)	LSUM	0	\$ 973.00	\$ -	1.00	\$973.00	1.00	\$ 973.00
E8	Curb, Detail E	Ft	0	\$ 27.50	\$ -	157.50	\$4,331.25	157.50	\$ 4,331.25
E9	Steps, Concrete	Ea	0	\$ 550.00	\$ -	1.00	\$550.00	1.00	\$ 550.00
E10	Addl Water Service Work - 933 James	LSUM	0	\$ 2,559.00	\$ -	1.00	\$2,559.00	1.00	\$ 2,559.00
E11	Addl Water Service Work - 728 James	LSUM	0	\$ 713.00	\$ -	1.00	\$713.00	1.00	\$ 713.00
E12	Cemetery Drive - Traffic Control	LSUM	0	\$ 650.00	\$ -	0.00	\$0.00	0.00	\$ -
E13	Cemetery Drive - Removals	LSUM	0	\$ 500.00	\$ -	0.00	\$0.00	0.00	\$ -
E14	Cemetery Drive - HMA	Ton	0	\$ 165.00	\$ -	0.00	\$0.00	0.00	\$ -
E15	Safety Salt, 50# Bag	Ea	0	\$ 8.00	\$ -	60.00	\$480.00	60.00	\$ 480.00

Original Contract Total:	\$ 1,081,163.26	Total to Date:	\$1,116,996.81	\$ 59,139.68
		Retainage	\$54,060.43	\$0.00
		Payment	\$1,062,936.38	\$59,139.68

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Wednesday, January 3, 2018

In Council Chambers at City Hall

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Members Fitzsimmons, Baldyga and Johnston; City Manager Gorman; Finance Officer Kinde; Police Chief Thomas; DDA/Main Street Director Conner Wellman

Guests: Kathy Parsons; Calvin Schrauben

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

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

Yeas: VanSlambrouck, Fitzsimmons, Baldyga, Johnston, Barnes

Nays: None

Adopted

Under City Manager Report, City Manager Gorman thanked the DPW for efforts and time over the Christmas Holiday for keeping the streets in Portland clear of snow.

City Manager Gorman outlined items under Communications. The required Asset Management Plan for the Water Department was submitted to the DEQ by the deadline. A copy of the Stormwater, Asset Management, and Wastewater (SAW) Grant Program Agreement is included in the communication as well. The City will receive approximately \$764,000 in funding systems are maximized to their potential.

The 5-Year Parks and Recreation Master Plan process is still underway. Two public meetings have been held to receive comment from residents. Work has begun on the draft plan and will be available soon for review and a 30-day comment period.

The DDA will hold a Strategic Planning Meeting on Thursday, January 11, 2018.

The City Council will hold its Goal Setting Session on Monday, January 29, 2018 at 5:00 P.M.

The Planning Commission will meet on Wednesday, January 10, 2018 to consider a request for a Special Land Use Permit for the property at 1323 E. Bridge St. (34-300-110-000-045-00) to rent the property out as a single-family residence with a cell phone repair business to operate in the front room of the house.

The Due Care Plan was approved by DEQ related to the environmental assessment done at Two Rivers Park as part of the acquisition process to acquire property next to the Band Shell through the DNR Trust Fund Grant.

Under Presentations, DDA/Main Street Director Conner Wellman presented her report on Downtown activities. Director Conner Wellman reported that Holidayfest, held on December 9, 2017 was a very nice, successful, community event. The DDA will meet on Thursday, January 11, 2018 for a Strategic

Planning Meeting to review TIF, financials, and to outline responsibilities. A business owner workshop, Online Branding, will be held on January 24, 2018. There are already businesses planning to attend.

Director Conner Wellman also outlined business activity in the downtown and notable accomplishments in 2017.

Under New Business, the Council considered Resolution 18-01 to confirm the reappointment of Doug Logel Sr. to the Board of Review with a term expiring December 31, 2020.

Motion by Baldyga, supported by VanSlambrouck, to approve Resolution 18-01 confirming the Mayor's appointments to City Boards and Commissions.

Yeas: Baldyga, VanSlambrouck, Fitzsimmons, Johnston, Barnes

Nays: None

Adopted

Motion by Fitzsimmons, supported by Johnston, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on December 18, 2017, payment of invoices in the amount of \$52,615.27 and payroll in the amount of \$165,354.77 for a total of \$217,970.04. There were no purchase orders over \$5,000.00.

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Baldyga, Barnes

Nays: None

Adopted

Under City Manager Comments, City Manager Gorman proposed that Council hold its Budget Workshop on April 30, 2018.

The Portland Area Chamber of Commerce will hold its annual dinner on January 22, 2018.

City Manager Gorman reminded all residents and business owners that City Ordinances require the removal of snow from all sidewalks within 10 hours of a snow event.

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

Yeas: Fitzsimmons, Johnston, VanSlambrouck, Baldyga, Barnes

Nays: None

Adopted

Meeting adjourned at 7:20 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the January 3, 2018 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; Finance Officer Kinde; Police Chief Thomas; DDA/Main Street Director Conner Wellman

Presentation – DDA/Main Street Director Conner Wellman presented her report on Downtown activities.

Approval of Resolution 18-01 confirming the Mayor’s appointments to City Boards and Commissions.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:20 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
KATHY'S CLEANING	01684	DECEMBER CLEANING SERVICE - CITY HALL	900.00
ANNIE PLINE	MISC	UNIFORM SEWING - POLICE	10.00
PREMIER SAFETY	02465	CALIBRATION AND METER CHECK - WASTE WTR	84.01
AERZEN USA CORPORATION	02480	AIR FILTERS - WASTE WTR	433.20
BADER & SONS CO.	00031	DEERE 770 LOADER CYLINDERS REBUILT - PARKS, CEM	1,107.76
B&W AUTO SUPPLY, INC.	00030	PARTS, SUPPLIES - ELEC, MTR POOL	4,231.80
CAPITAL CITY INT'L TRUCKS	00068	FILTER, DSL EXHAUST FLUID - MTR POOL	72.79
CHERRY HILL ESTATES	02081	QUARTERLY ASSOC FEES - ECON DEV	60.06
CINTAS-725	00083	UNIFORM & RUG CLEANING - VARIOUS DEPTS	931.89
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	427.37
CRYSTAL MORGAN	MISC	APPEAL - ASSESSING	117.00
CULLIGAN	02130	WATER - CITY HALL	13.00
CULLIGAN	02130	WATER COOLER RENTAL FEE- POLICE	136.80
CULLIGAN	02130	COOLER RENTAL FEE - CITY HALL	136.80
DALE BOWER	MISC	STRAW BALES - PARKS, CEM	60.00
DETROIT SALT COMPANY	01497	MI-DEAL ROAD SALT - MAJ STS, LOC STS	2,167.77
CL TRUCKING & EXCAVATING, LLC	00066	WORK COMPLETED ON JAMES STREET - LOC STS, WATEF	59,139.68
D&K TRUCK COMPANY	02257	BLOCK HEATER, CORD - MTR POOL	75.25
DORNBOS, SIGN & SAFETY, INC.	00067	GALV U-CHANNEL POST - LOC STS	169.80
DORNBOS, SIGN & SAFETY, INC.	00067	STREET SIGNS - MAJ STS, LOC STS	421.50
ELHORN ENGINEERING	00139	EL-CHLOR CARBOY - WATER	468.50
ETNA SUPPLY COMPANY	00146	METER RESETTER - WATER	592.00
FAMILY FARM & HOME	01972	ROD, MACHINE SCREW NUTS - WASTE WTR	2.58
FINISHMASTER	MISC	1 QT. PAINT FOR STREET LIGHTS - COMM PROMO	43.70
FOSTER BLUE WATER OIL, LLC	02301	FUEL FOR GENERATORS- ELECTRIC	1,000.96
GALL'S INC.	00159	NAMEPLATES - POLICE	36.52
GRAINGER, INC.	00172	AIR SPRAYER - MTR POOL	40.96
GRAINGER, INC.	00172	STRETCH WRAP - MTR POOL	36.44
GRANGER CONTAINER SERVICE	00175	REFUSE - REFUSE	12,456.74

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
GRANGER CONTAINER SERVICE	00175	REFUSE - POLICE, COMM PROMO, ELECTRIC	152.58
GRANGER CONTAINER SERVICE	00175	REFUSE - WASTE WTR	152.58
HASSELBRING-CLARK	02073	CITY HALL COPY MACHINE MAINT- GENERAL	93.90
HYDROCORP	02340	INSPECTION & REPORTING SERVICES - WATER	499.00
HYDRO-CHEM SYSTEMS, INC.	02284	FOAMING FLEET WASH, NOZZLES - MTR POOL	62.95
I.I.M.C.	00199	MEMBERSHIP DUES - GENERAL	160.00
INNOVATIVE SOFTWARE SERVICES	00198	ONE YEAR SERVICE & SUPPORT - INC TAX	1,932.00
IONIA OCCUPATIONAL HEALTH SERVICES	02275	DOT EXAMS - ELECTRIC, MTR POOL	200.00
KENDALL ELECTRIC	00225	BUTTONS FOR TRASH RAKE - ELECTRIC	137.70
KEUSCH SUPER SERVICE	00228	NEW BATTERY VEH 304 - POLICE	169.50
TIM KRIZOV	01897	REIMB FOR WW OPERATOR CERTIFICATION - WASTE WT	95.00
MCFADDEN LAW OFFICE PLLC	02299	LEGAL SERVICE - POLICE	195.50
MICHIGAN AGRIBUSINESS SOLUTIONS	02475	BIOLSOLIDS HAUL - WASTE WATER RES 17-44	8,755.02
MICHIGAN.COM	02336	LEGAL NOTICES - VARIOUS DEPTS	577.85
MICHIGAN COMPANY, INC.	00273	CALCIUM CHLORIDE - ELECTRIC	961.63
MICHIGAN ELECTRIC COOP ASSN	00276	SAFETY DUES - ELECTRIC	13,643.00
MICHIGAN MUNICIPAL LEAGUE	00285	CDL CONSORTIUM DRIVERS FEE - VARIOUS DEPTS	980.00
MIRECS	01928	DUES - ELECTRIC	270.10
MICHIGAN PUBLIC POWER AGENCY	00293	2018 DUES - ELECTRIC	12,898.98
MUNICIPAL INSPECTION SERVICES	00323	NON BUSINESS PERMITS - GENERAL	640.00
MUNICIPAL SUPPLY CO.	00324	CURB GARD - MAJ STS	135.00
MUNICIPAL SUPPLY CO.	00324	CURB GARD - LOC STS, MAJ STS	270.00
NORTH CENTRAL LABORATORIES	00959	SUPPLIES - WASTE WTR	411.84
SPARROW OCCUPATIONAL HEALTH-LANSING	00340	PRE EMPLOYMENT PHYSICAL - POLICE	149.00
PEARSON EDUCATION INC.	02225	BOOKS - AMBULANCE	1,201.05
PLEUNE SERVICE COMPANY INC.	00741	BOILER EXPANSION TANK - WASTE WTR	42.24
CITY OF PORTLAND-PETTY CASH	00701	MISC EXP - VARIOUS DEPTS	435.42
POWER LINE SUPPLY COMPANY	00389	WORK GLOVES - ELECTRIC	175.00
POWER LINE SUPPLY COMPANY	00389	LANYARD - MAJ STS	104.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
PURITY CYLINDER GASES, INC.	00380	QUARTERLY CYLINDER RENTAL - MTR POOL	250.35
PURITY CYLINDER GASES, INC.	00380	QUARTERLY CYLINDER RENT - AMB	288.99
RALPH WIGHT	MISC	REPAIRS AT REDMILL RESTROOM - PARKS	250.00
STAPLES BUSINESS ADVANTAGE	00426	SUPPLIES - VARIOUS DEPTS	662.41
STAR TRUCK RENTALS	02325	DEF FILTER - MTR POOL	80.34
STATE OF MICHIGAN	00428	2018 MIDEAL - GENERAL	180.00
STATE OF MICHIGAN	00428	BIOSOLIDS LAND APP FEE - WASTE WTR	678.10
STATE OF MICHIGAN	00428	ELEVATOR CERTIFICATE OF OPERATION RENEWAL - CI	185.00
STEVE'S METER SERVICE	00442	REPLACE K SWITCH ON ADM METER - ELECTRIC	100.00
SUPERIOR ASPHALT INC	02348	WEST STREET REPAIR - MAJ STS APPROVED 11/20/17	14,730.00
TOM'S FOOD CENTER	00452	SUPPLIES - VARIOUS DEPTS	272.66
TRUCK & TRAILER	00461	STEEL BLADE, RUBBER BLADE - MAJ STS, LOC STS	941.89
UPS	MISC	POSTAGE - WASTE WTR	10.97
USA BLUEBOOK	01850	FREIGHT CHARGE - WATER	37.40
USA BLUEBOOK	01850	SUPPLIES - WASTE WTR	502.78
UTILITY CONSULTING GROUP, LLC	00465	CALCULATE PCA FACTOR - ELECTRIC	225.00
UTILITIES INSTRUMENTATION SERVICE	02339	TROUBLESHOOT & REPAIR FAULT - WATER	536.00
UTILITY SERVICE CO. INC.	02133	QUARERTLY PAYMENT SOUTH TANK - WATER RES 12-2	13,516.80
UTILITY SERVICE CO. INC.	02133	QUARTERLY PAYMENT FOR HILL STREET TANK - WATE	4,386.08
VERIZON WIRELESS	00470	TELEPHONE & DATA SVC - VARIOUS DEPTS	628.04
JOHN PAUL WERNET	02491	CLOTHING ALLOWANCE - ELECTRIC	200.00
WEST MI LOCAL GOVERNMENT MGT ASSOC	02492	WMME MEMBERSHIP - CITY MANAGEMENT	125.00
Total:			\$169,663.53

**BI-WEEKLY
WAGE REPORT
January 15, 2018**

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.	8,943.93	143,551.08	2,346.86	44,193.56	11,290.79	187,744.64
ASSESSOR	926.20	14,732.89	85.95	1,607.63	1,012.15	16,340.52
CEMETERY	3,087.45	50,932.05	348.61	13,353.91	3,436.06	64,285.96
POLICE	11,263.12	210,963.13	3,241.86	70,874.38	14,504.98	281,837.51
CODE ENFORCEMENT	628.21	11,266.96	58.29	2,072.85	686.50	13,339.81
PARKS	1,799.10	31,445.42	220.22	5,716.23	2,019.32	37,161.65
INCOME TAX	1,907.98	29,535.84	575.15	13,100.51	2,483.13	42,636.35
MAJOR STREETS	3,859.54	46,475.93	786.42	24,032.13	4,645.96	70,508.06
LOCAL STREETS	3,516.24	45,827.35	795.78	22,849.52	4,312.02	68,676.87
RECREATION	2,984.07	21,605.41	324.52	6,749.36	3,308.59	28,354.77
AMBULANCE	10,883.95	178,471.70	1,687.62	36,960.22	12,571.57	215,431.92
DDA	2,115.38	36,220.65	339.54	6,418.74	2,454.92	42,639.39
ELECTRIC	17,045.94	261,708.07	3,413.86	89,016.87	20,459.80	350,724.94
WASTEWATER	11,803.90	141,739.41	1,735.87	51,952.41	13,539.77	193,691.82
WATER	4,850.20	79,517.49	1,304.83	34,573.58	6,155.03	114,091.07
MOTOR POOL	4,826.82	40,184.66	1,027.29	20,725.02	5,854.11	60,909.68
TOTALS:	90,442.03	1,344,178.04	18,292.67	444,196.92	108,734.70	1,788,374.96

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 1/11/18
MEETING DATE 1/5/18

Fund	Description	Beginning Balance 12/27/17	Total Cash in	Total Cash out	Cash Balance 1/11/17	Time Certificates	Ending Balance 1/11/17	
101	GENERAL FUND	2,694,211.17	223,164.26	(277,633.06)	2,639,742.37	235,000.00	2,874,742.37	
105	INCOME TAX FUND	28,690.56	120,581.48	(45,164.94)	104,107.10	10,000.00	114,107.10	
150	CEMETERY PERPETUAL CARE FUND	39,467.20	-	-	39,467.20		39,467.20	
202	MAJOR STREETS FUND	223,963.72	40,623.75	(30,008.14)	234,579.33		234,579.33	
203	LOCAL STREETS FUND	101,050.94	88,677.83	(37,016.56)	152,712.21		152,712.21	
208	RECREATION FUND	6,581.15	4,964.51	(9,919.15)	1,626.51		1,626.51	
210	AMBULANCE FUND	95,843.99	21,882.08	(35,691.74)	82,034.33		82,034.33	
245	MSHDA LOFT FUND	-	-	-	-		-	
248	DDA FUND	265,129.53	3,522.81	(5,345.62)	263,306.72		263,306.72	
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	692,847.72	-	(88,046.52)	604,801.20		604,801.20	
520	REFUSE SERVICE FUND	21,699.73	5,894.89	(13,157.15)	14,437.47		14,437.47	
582	ELECTRIC FUND	435,125.26	104,130.98	(158,712.13)	380,544.11	530,000.00	910,544.11	
590	WASTEWATER FUND	(115,467.88)	60,249.79	(43,905.08)	(99,123.17)		(99,123.17)	
591	WATER FUND	105,220.99	41,236.37	(30,077.41)	116,379.95	420,000.00	536,379.95	
661	MOTOR POOL FUND	33,168.47	36,602.31	(29,341.22)	40,429.56		40,429.56	
703	CURRENT TAX FUND	144,590.11	345,966.98	(6,419.61)	484,137.48		484,137.48	
TOTAL - ALL FUNDS		4,775,484.91	1,097,498.04	(810,438.33)	5,062,544.62	1,195,000.00	6,257,544.62	
						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	824,761.50	824,761.50
						ELECTRIC-PRIN & INT ESCROW	176,460.36	176,460.36
						WASTEWATER DEBT ESCROW	194,636.71	194,636.71
						WASTEWATER REPAIR ESCROW	23,245.85	23,245.85
						DDA-PRIN & INT ESCROW	501.77	501.77
								8,177,150.81

*Customer Deposit Breakdown

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

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	824,761.50	824,761.50
ELECTRIC-PRIN & INT ESCROW	176,460.36	176,460.36
WASTEWATER DEBT ESCROW	194,636.71	194,636.71
WASTEWATER REPAIR ESCROW	23,245.85	23,245.85
DDA-PRIN & INT ESCROW	501.77	501.77



PURCHASE ORDER

City of Portland

P.O. # 1457

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

VENDOR Bader + Sons Co
6018 E Grand River Ave
Portland MI 48875

DATE: 1-9-18

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
Boss 8'2" Power VXT Poly Blade	661-441-977.002		\$6,978.39
*922 2018 GMC 2500HD			
DEPARTMENT HEAD (UP TO \$500) <u>KG</u>		TOTAL	

Treasurer Initials

Authorized by City Manager

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



Quote Summary

Prepared For:
Portland, City Of
259 Kent St
Portland, MI 48875
Business: 517-647-7531

Prepared By:
Michael Beard
Bader & Sons Co.
6018 E Grand River Ave
Portland, MI 48875
Phone: 517-647-4164
mbeard@badersjddealer.com

Quote Id: 16512232
Created On: 11 December 2017
Last Modified On: 09 January 2018
Expiration Date: 15 January 2018

Equipment Summary	Selling Price	Qty	Extended
BOSS Boss Power-VXT Poly Blade	\$ 6,978.39 X	1 =	\$ 6,978.39
Equipment Total			\$ 6,978.39

Quote Summary	
Equipment Total	\$ 6,978.39
SubTotal	\$ 6,978.39
Est. Service Agreement Tax	\$ 0.00
Total	\$ 6,978.39
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 6,978.39

Salesperson : X _____

Accepted By : X _____



Selling Equipment



Quote Id: 16512232

Customer: PORTLAND, CITY OF

BOSS Boss Power-VXT Poly Blade

Hours: 0

Stock Number:

				Selling Price
				\$ 6,978.39
Code	Description	Qty	Unit	Extended
MSC10282B	Boss 8'2" Power VXT Poly Blade	1	\$ 7,850.00	\$ 7,850.00
Dealer Attachments				
MSC01570	Cast Plow Shoes	3	\$ 44.73	\$ 134.19
MSC09295	Boss Bumper Trim Kit	1	\$ 130.20	\$ 130.20
Misc.	Bader "logo" Snow Flap	1	\$ 134.00	\$ 134.00
Dealer Attachments Total				\$ 398.39
Other Charges				
	Setup	1	\$ 300.00	\$ 300.00
Other Charges Total				\$ 300.00
Suggested Price				\$ 8,548.39
Customer Discounts				
Customer Discounts Total			\$ -1,570.00	\$ -1,570.00
Total Selling Price				\$ 6,978.39

MICHIGAN PUBLIC POWER AGENCY
809 CENTENNIAL WAY
LANSING, MICHIGAN 48917
517.323.8919 FAX 517.323.8373 www.mpower.org

PORTLAND LIGHT & POWER BOARD
ATTN: MIKE HYLAND
259 KENT ST
PORTLAND, MI 48875

Date: 01/10/18
Due Date: 01/25/18
Invoice #: 201816

2018 DUES

2018 Dues in accordance with the 2018 Budget Resolution adopted at the November 8, 2017 meeting of the MPPA Board of Commissioners:

MPPA dues portion	10,758.00
APPA dues portion	2,140.98

Total Billed: 12,898.98





PURCHASE ORDER

City of Portland

P.O. # 1117

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

VENDOR MECA

DATE: 1-5-18

582-201-958

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
2018 2018 DUG SAFETY PROGRAM			13643 -

DEPARTMENT HEAD (UP TO \$500) _____

TOTAL 13643

Treasurer Initials

Authorized by City Manager

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



MECA

7973 E. Grand River Ave.
Portland, MI 48875

INVOICE: 4119707

Invoice Date: 01/02/2018
Terms: Net 10
Due Date: 01/12/2018
Amount Due: \$ 13,643.00



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

Account: 200923					Page 1 of 1
Description: 2018 SAFETY DUES					
DESCRIPTION	QUANTITY	UOM	UNIT PRICE	AMOUNT	TAX
DEFERRED - MUNI/IOU	1.000	EACH	13,643.0000	13,643.00	
MESSAGES		Subtotal:			\$ 13,643.00
		Tax:			\$ 0.00
		Total:			\$ 13,643.00
		Amount Paid:			\$ 0.00
		Amount Due:			\$ 13,643.00

RETURN BOTTOM PORTION WITH PAYMENT



MECA

7973 E. Grand River Ave.
Portland, MI 48875

Account:	200923
Invoice:	4119707
Due Date:	01/12/2018
Amount Due:	\$ 13,643.00
Amount Of Payment:	_____

Remit To:

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

MICHIGAN ELECTRIC COOPERATIVE ASSOC
7973 E GRAND RIVER AVE
PORTLAND MI 48875

**Minutes of the Planning Commission
Of the City of Portland**

Held on Wednesday, November 8, 2017 at 7:00 P.M.
In Council Chambers at City Hall

Portland Planning Commission Members Present: Fitzsimmons, Williamson, Culp, Hinds, Roeser

Absent: Grapentien, Kmetz

Staff: City Manager Gorman; City Clerk Miller

Guests: Steve Dawdy; Jon Moxey and Max George of Fleis & VandenBrink; Joe Schroeder of Mayberry Homes; Jeff Keiser of KEBS

Vice Chair Fitzsimmons called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Motion by Williamson, supported by Culp, to excuse the absence of Chair Grapentien.

There was no public comment.

Motion by Roeser, supported by Williamson, to approve the Agenda as presented.
All in favor. Approved.

Motion by Williamson, supported by Hinds, to approve the minutes of the August 9, 2017 regular meeting as presented.
All in favor. Approved.

Under New Business, City Manager Gorman introduced Jon Moxey and Max George of Fleis & VandenBrink for discussion of the roadway design for the expected Sparrow project and planning for future development of the property at Grand River Ave. and Cutler Rd.

Mr. Moxey provided a history of the property. He explained that two splits have been used for the Family Farm & Home and Sparrow developments. There are approximately six to eight splits remaining. Mr. George outlined options for development of the property.

There was discussion.

City Manager Gorman introduced Joe Schroeder of Mayberry Homes who presented a preliminary design concept for Phase II of the Rindlehaven PUD approved by the City some years ago. There has been a change in ownership and Mayberry Homes would like to amend the PUD.

Mr. Schroeder provided a history of their company and a preliminary sketch of their proposed design for Phase II which includes 26 additional lots.

Mr. Keiser stated they would like to move forward with changing the townhouses in the PUD Master Plan to single family home lots. He requested they not have to redesign the entire plan at

Planning Commission Minutes
November 8, 2017

this time. There are no plans for the rest of the property at this time. They would like to know what the next step is with the City of Portland.

City Manager Gorman summarized that the original Rindlehaven PUD is very large scale and looks like a very large communities plan. Mayberry Homes would like to simplify the plan and would like to build more single-family homes; similar to what they have been constructing.

Mr. Moxey outlined the typical process for amending a PUD which would include a modification of the entire master plan to prevent “piecemealing” the property. In his opinion, it doesn’t seem to be a big risk with this development. The City could require them to come back for further changes.

City Manager Gorman noted that he hasn’t received much feedback from the Planning Commission members regarding specific areas of the Code of Ordinances they feel should be revised. The City of Portland has officially been “engaged” as a Redevelopment Ready Community with the State of Michigan. As part of this process the Code of Ordinances will be evaluated to determine if it hinders development and may require revision.

City Manager Gorman noted that the Sign Ordinance Section 28-8 (e) addresses a “sunset clause” for nonconforming signs. The “sunset clause” expires in August 2018 and requires local businesses bring their signs into compliance by that date; regardless of cost. He asked the Planning Commission for their thoughts on the issue.

Vice Chair Fitzsimmons stated his feeling that these requirements should be phased in over time.

There was discussion.

City Manager Gorman stated that the standards would not be changed only the manner in which the changes are triggered.

City Manager Gorman provided updates on developments in the community.

Motion by Williamson, supported by Culp, to adjourn the meeting at 8:06 P.M.
All in favor. Approved.

Respectfully submitted,

Jason Williamson, Secretary

City Of Portland
Water Department
Monthly Water Report
December 2017

Monthly Water Production

Well #4	2,896,000 Gallons
Well #5	4,700 Gallons
Well #6	7,109,000 Gallons
Well #7	15,000 Gallons

Daily Water Production

Well #4	93,419 Gallons
Well #5	152 Gallons
Well #6	229,323 Gallons
Well #7	484 Gallons

Daily Average Water Production for All Wells 323,378 Gallons

Total Water Production for the Month 10,024,700 Gallons

Total Water Production for the Previous Month 8,944,000 Gallons

Total Production increased by 1,080,700 Gallons

Total Production for This Month from the Previous Year 8,917,000 Gallons

Total Production increased by 1,107,700 Gallons

Rodney D. Smith Jr.
Water Technician

IONIA COUNTY BOARD OF COMMISSIONERS

Organizational Meeting Agenda

January 9, 2018

3:00 p.m.

- I. Call to Order by County Clerk**
- II. Pledge of Allegiance**
- III. Organization of Board and Committees**
 - A. Selection of Chairperson
 - *Meeting turned over to newly elected Chairperson*
 - B. Selection of Vice-Chairperson
 - C. Review and Adoption of Board Rules
 - * Discussion and adoption of board and committee meeting dates and times*
- IV. Approval of Agenda**
- V. Public Comment**

(3 minute time limit per speaker – please state name/organization)
- VI. Action on Consent Calendar**
 - A. Approve minutes of the previous meeting(s)
 - B. Approve Closed Session Minutes of December 19, 2017
- VII. Appointments**
 - A. *Appointments to Standing Committee(s)*
 1. Audit Committee
 2. Facilities Committee
 3. Grievance Hearing Committee
 4. Personnel Committee
 - B. *Commissioner Appointments to Boards/Commissions*
 1. Area Community Services Employment and Training Council – One appointment. Board Chair or their Designee
 2. Bargaining Committee Representative – One appointment (one-year term).
 3. Board of Public Works – One appointment (three-year term).
 4. Community Corrections Advisory Board – One appointment (one-year term).
 5. Department of Human Services Board – One appointment (one-year term).
 6. Lake Boards – One-year terms
 - Long Lake Board
 - Jordan Lake Board
 - Morrison Lake Board
 7. MAC Workers' Compensation Board – One appointment (one-year term).
 8. Road Commission – One appointment (one-year term).
 9. Southwest Michigan Alliance for Region Three – Two appointments (one-year terms)
 10. Tax Allocation Board – One appointment (one-year term).
 - C. *Legal Counsel*

D. Department Heads

1. Administrative Health Officer – One-year appointment
2. Building Codes Official – One-year appointment
3. Central Dispatch Director – One-year appointment
4. Equalization Director – One-year appointment
5. Medical Examiner – Four-year appointment

VIII. Unfinished Business

A.

IX. New Business

- A. Resolution of Appreciation – Cheryl Pinnow
- B. Approval of FY2018 Contract Amendment with Area Agency on Aging of Western Michigan
- C. Commission on Aging Budget Amendment
- D. Central Dispatch Communication Relocation Agreement with City of Portland
- E. Health Department Data Use and Non-Disclosure Agreement
- F. Sheriff Department request to purchase a Detective vehicle
- G. Sheriff Department request to promote two Uniform Services Deputies to Uniform Services Sergeants
- H. Sheriff Department request to promote Corrections Officer to Corrections Sergeant
- I. Acknowledgement of Applications for Appointment
 1. Board of Public Works – Two appointments – two-year terms.
 2. Parks Advisory Board – One appointment – two-year term.
 3. Tax Allocation Board – One appointment – one-year term.
 4. West Michigan Regional Planning Commission Comprehensive Economic Development Strategy Committee – fill vacancy expiring December 31, 2018

X. Reports of Officers, Boards, and Standing Committees

- A. Chairperson
- B. County Administrator

XI. Reports of Special or Ad Hoc Committees

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

XIII. Executive Session

XIV. Adjournment

Board and/or Commission Vacancies

- Board of Public Works – One three-year term expiring January 2018.
- Community Corrections Advisory Board – One term with no set expiration date – This position serves as a Media Representative.
- Construction Board of Appeals – Two two-year terms, expiring October 2017. One of these positions serves as an alternate member.
- West Michigan Regional Planning Commission – Two one-year terms, expiring December 2017.

Non-Commissioner Appointments for consideration in the month of February 2018: None

Non-Commissioner Appointments for consideration in the month of March 2018:

- *Community Mental Health Services Board* – Four three-year terms.