



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

7:00 P.M. Monday, May 21, 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 Council Member Fitzsimmons</u>	Decision
7:04 PM	V. <u>Public Comment</u> (5-minute time limit per speaker)	
7:05 PM	VI. <u>City Manager Report</u>	
7:10 PM	VII. <u>Presentations</u> A. Joe Russman - Portland Rodeo Days	
	VIII. <u>Public Hearing(s)</u> – None	
	IX. <u>Old Business</u> – None	
7:15 PM	X. <u>New Business</u> A. Proposed Resolution 18-38 Approving the Award of the City Development Street & Utility Extension to CL Trucking, Inc.	Decision
7:18 PM	B. Proposed Resolution 18-39 Approving Fleis & VandenBrink’s Proposal to Provide Construction Engineering Services for the City Development Street & Utility Extension	Decision
7:20 PM	C. Proposed Resolution 18-40 Approving Fleis & VandenBrink’s Proposal to Provide Design Engineering for DPW Compound Improvements	Decision
7:23 PM	D. Proposed Resolution 18-41 Approving the Purchase of a 2018 Dodge Durango for the Ambulance Department and Code Enforcement	Decision
7:25 PM	XI. <u>Consent Agenda</u> A. Minutes & Synopsis from the Regular City Council Meeting held on May 7, 2018 B. Payment of Invoices in the Amount of \$153,989.06 and Payroll in the Amount of \$100,485.69 for a Total of \$254,474.75 C. Purchase Orders over \$5,000.00 1. Frederickson Supply LLC in the amount of \$13,678.91 for Repairs to the VacCon Truck	Decision

**Estimated
Time**

**Desired
Outcome**

XII. Communications

- A. Board and Commission Application from Jayne Graham
- B. Board and Commission Application from Joshua Hinds
- C. Board and Commission Application from James Lakin
- D. Board and Commission Application from Doug Logel
- E. Board and Commission Application from Leo Madarang
- F. DDA Minutes for April 19, 2018
- G. 2018 Community Clean Up Information
- H. Special Election (PPS Bond Proposal) Results
- I. Utility Billing Reports for April 2018
- J. SK&T Communication to Council
- K. Ionia County Board of Commissioners Agenda for May 15, 2018
- L. Ionia County Board of Commissioners Agenda for May 22, 2018
- M. MPSC Notice of Hearing

7:40 PM

XIII. Other Business - None

7:45 PM

XIV. City Manager Comments

7:50 PM

XV. Council Comments

7:55 PM

XVI. Adjournment

Decision

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-38

A RESOLUTION APPROVING THE AWARD OF THE CITY DEVELOPMENT STREET & UTILITY EXTENSION TO CL TRUCKING, INC.

WHEREAS, the City received 7 bids in response to its request for sealed bids to construct a new street for the City property near Cutler Road (the Project), a copy of the Engineer's Bid Tabulation and recommendation is attached as Exhibit A; and

WHEREAS, the City Manager and Engineer recommend awarding the Project to CL Trucking, Inc., in the amount of \$386,190.00; and

WHEREAS, this Project has been appropriately budgeted for and listed in the City's Capital Improvement Plan.

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 \$386,190.00.
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: May 21, 2018

Monique I. Miller, City Clerk

RECOMMENDATION OF AWARD

May 16, 2018

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

RE: City of Portland, City Development street & Utility Extension

Dear Mr. Gorman:

We have reviewed the bids for the City Development Street & Utility Extension project and summarized them in the attached spreadsheet. A total of seven bids were received with three that were at or below our Engineer's Estimate for the project.

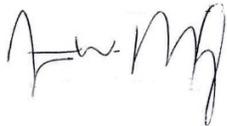
The low bid was submitted by CL Trucking & Excavating in the amount of \$386,190.00. CL Trucking is well known to the City, having successfully completed a number of similar projects in recent years, most recently the James Street project that is currently being completed. They have requested that the start date for construction be delayed from June to August, based on their other workload for the summer. We have contacted them to clarify that this would be early August, and perhaps even late July, depending on how their other projects progress. The project has been set up for an 8-week construction timeframe.

Based on the above, we recommend award to CL Trucking & Excavating in the amount of \$386,190.00.

Please feel free to contact me with any questions.

Sincerely,

FLEIS & VANDENBRINK



Jonathan W. Moxey, P.E.
Project Manager

Encl.

City of Portland
City Development Street & Utility Extension
Bid Tabulation



Project: 833100
Date: 5/16/2018
By: JWM

BID ITEM NO.	DESCRIPTION	UNIT	BID QUANTITY	Engineer's Estimate		CL Trucking		Joe Raica Excavating		ET Mackenzie		Woodhull Construction		B&L Excavating		K&R, Inc		Central Excavating	
				EST. UNIT PRICE	EST. TOTAL	UNIT PRICE	BID TOTAL	UNIT PRICE	BID TOTAL	UNIT PRICE	BID TOTAL	UNIT PRICE	BID TOTAL	UNIT PRICE	BID TOTAL	UNIT PRICE	BID TOTAL	UNIT PRICE	BID TOTAL
1	General Conditions, Bonds & Insurances (5% Max)	LS	1	\$ 19,600.00	\$ 19,600.00	\$ 19,000.00	\$ 19,000.00	\$ 11,610.00	\$ 11,610.00	\$ 15,500.00	\$ 15,500.00	\$ 22,400.00	\$ 22,400.00	\$ 10,000.00	\$ 10,000.00	\$ 29,250.00	\$ 29,250.00	\$ 39,600.00	\$ 39,600.00
2	Erosion Control, Silt Fence	FT	5,200	\$ 2.50	\$ 13,000.00	\$ 0.01	\$ 52.00	\$ 2.50	\$ 13,000.00	\$ 2.00	\$ 10,400.00	\$ 2.15	\$ 11,180.00	\$ 2.00	\$ 10,400.00	\$ 1.50	\$ 7,800.00	\$ 3.30	\$ 17,160.00
3	Erosion Control, Inlet Protection, Fabric Drop	EA	14	\$ 100.00	\$ 1,400.00	\$ 35.00	\$ 490.00	\$ 75.00	\$ 1,050.00	\$ 65.00	\$ 910.00	\$ 107.85	\$ 1,509.90	\$ 70.00	\$ 980.00	\$ 149.00	\$ 2,086.00	\$ 275.00	\$ 3,850.00
4	Erosion Control, Check Dam, Stone	FT	10	\$ 25.00	\$ 250.00	\$ 20.00	\$ 200.00	\$ 250.00	\$ 2,500.00	\$ 55.00	\$ 550.00	\$ 35.05	\$ 350.50	\$ 500.00	\$ 5,000.00	\$ 45.00	\$ 450.00	\$ 55.00	\$ 550.00
5	Plastic Drum, High Intensity, Furn	EA	20	\$ 20.00	\$ 400.00	\$ 12.00	\$ 240.00	\$ 12.00	\$ 240.00	\$ 14.00	\$ 280.00	\$ 21.00	\$ 420.00	\$ 20.00	\$ 400.00	\$ 15.00	\$ 300.00	\$ 14.70	\$ 294.00
6	Plastic Drum, High Intensity, Oper	EA	20	\$ 5.00	\$ 100.00	\$ 1.00	\$ 20.00	\$ 12.00	\$ 240.00	\$ 1.00	\$ 20.00	\$ 3.30	\$ 66.00	\$ 5.00	\$ 100.00	\$ 1.00	\$ 20.00	\$ 1.05	\$ 21.00
7	Minor Traf Devices	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 3,500.00	\$ 3,500.00	\$ 500.00	\$ 500.00	\$ 2,300.00	\$ 2,300.00	\$ 500.00	\$ 500.00	\$ 1,500.00	\$ 1,500.00	\$ 40,940.00	\$ 40,940.00	\$ 2,370.68	\$ 2,370.68
8	Detention Basin Grading	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 37,500.00	\$ 37,500.00	\$ 12,500.00	\$ 12,500.00	\$ 29,600.00	\$ 29,600.00	\$ 44,470.00	\$ 44,470.00	\$ 40,000.00	\$ 40,000.00	\$ 75,000.00	\$ 75,000.00	\$ 105,831.00	\$ 105,831.00
9	Outlet Structure Modification	EA	1	\$ 2,500.00	\$ 2,500.00	\$ 300.00	\$ 300.00	\$ 1,000.00	\$ 1,000.00	\$ 475.00	\$ 475.00	\$ 1,035.00	\$ 1,035.00	\$ 3,000.00	\$ 3,000.00	\$ 1,000.00	\$ 1,000.00	\$ 4,400.00	\$ 4,400.00
10	Roadway Grading	STA	6	\$ 2,500.00	\$ 15,000.00	\$ 6,000.00	\$ 36,000.00	\$ 5,800.00	\$ 34,800.00	\$ 7,400.00	\$ 44,400.00	\$ 6,030.00	\$ 36,180.00	\$ 1,500.00	\$ 9,000.00	\$ 6,500.00	\$ 39,000.00	\$ 29,050.45	\$ 174,302.70
11	Subgrade Undercutting, Type II	CYD	150	\$ 12.00	\$ 1,800.00	\$ 10.00	\$ 1,500.00	\$ 15.00	\$ 2,250.00	\$ 15.00	\$ 2,250.00	\$ 17.75	\$ 2,662.50	\$ 25.00	\$ 3,750.00	\$ 14.00	\$ 2,100.00	\$ 15.40	\$ 2,310.00
12	Underdrain, Subbase, 6 inch	FT	1,000	\$ 6.00	\$ 6,000.00	\$ 4.00	\$ 4,000.00	\$ 4.00	\$ 4,000.00	\$ 4.95	\$ 4,950.00	\$ 6.05	\$ 6,050.00	\$ 4.00	\$ 4,000.00	\$ 9.50	\$ 9,500.00	\$ 9.45	\$ 9,450.00
13	Sidewalk, Rem	SYD	25	\$ 10.00	\$ 250.00	\$ 5.00	\$ 125.00	\$ 5.00	\$ 125.00	\$ 18.00	\$ 450.00	\$ 3.20	\$ 80.00	\$ 10.00	\$ 250.00	\$ 12.00	\$ 300.00	\$ 21.01	\$ 525.25
14	Curb and Gutter, Rem	FT	40	\$ 9.00	\$ 360.00	\$ 5.00	\$ 200.00	\$ 5.00	\$ 200.00	\$ 11.00	\$ 440.00	\$ 4.60	\$ 184.00	\$ 10.00	\$ 400.00	\$ 5.00	\$ 200.00	\$ 44.94	\$ 1,797.60
15	Subbase, CIP	CYD	600	\$ 10.00	\$ 6,000.00	\$ 14.00	\$ 8,400.00	\$ 16.00	\$ 9,600.00	\$ 18.50	\$ 11,100.00	\$ 13.70	\$ 8,220.00	\$ 15.00	\$ 9,000.00	\$ 16.00	\$ 9,600.00	\$ 12.83	\$ 7,698.00
16	Aggregate Base, 8 inch	SYD	2,600	\$ 8.00	\$ 20,800.00	\$ 7.50	\$ 19,500.00	\$ 10.00	\$ 26,000.00	\$ 6.30	\$ 16,380.00	\$ 7.35	\$ 19,110.00	\$ 8.75	\$ 22,750.00	\$ 9.00	\$ 23,400.00	\$ 10.14	\$ 26,364.00
17	Curb and Gutter, Conc, Det F4	FT	950	\$ 16.00	\$ 15,200.00	\$ 16.00	\$ 15,200.00	\$ 19.00	\$ 18,050.00	\$ 15.50	\$ 14,725.00	\$ 16.15	\$ 15,342.50	\$ 20.00	\$ 19,000.00	\$ 14.00	\$ 13,300.00	\$ 14.80	\$ 14,060.00
18	Driveway Opening, Conc, Det M	FT	50	\$ 25.00	\$ 1,250.00	\$ 20.50	\$ 1,025.00	\$ 35.00	\$ 1,750.00	\$ 35.25	\$ 1,762.50	\$ 19.00	\$ 950.00	\$ 175.00	\$ 8,750.00	\$ 20.00	\$ 1,000.00	\$ 17.95	\$ 897.50
19	HMA, 13A	TON	440	\$ 75.00	\$ 33,000.00	\$ 75.00	\$ 33,000.00	\$ 87.00	\$ 38,280.00	\$ 73.00	\$ 32,120.00	\$ 76.50	\$ 33,660.00	\$ 82.00	\$ 36,080.00	\$ 72.85	\$ 32,054.00	\$ 130.20	\$ 57,288.00
20	HMA Approach	TON	15	\$ 120.00	\$ 1,800.00	\$ 110.00	\$ 1,650.00	\$ 105.00	\$ 1,575.00	\$ 110.00	\$ 1,650.00	\$ 115.50	\$ 1,732.50	\$ 175.00	\$ 2,625.00	\$ 110.00	\$ 1,650.00	\$ 315.00	\$ 4,725.00
21	Sidewalk, Conc, 4 inch	SFT	4,500	\$ 3.50	\$ 15,750.00	\$ 3.75	\$ 16,875.00	\$ 4.50	\$ 20,250.00	\$ 4.60	\$ 20,700.00	\$ 3.30	\$ 14,850.00	\$ 4.00	\$ 18,000.00	\$ 3.50	\$ 15,750.00	\$ 3.54	\$ 15,930.00
22	Sidewalk, Conc, 6 inch	SFT	120	\$ 4.50	\$ 540.00	\$ 4.75	\$ 570.00	\$ 5.50	\$ 660.00	\$ 7.80	\$ 936.00	\$ 4.35	\$ 522.00	\$ 5.10	\$ 612.00	\$ 5.00	\$ 600.00	\$ 5.90	\$ 708.00
23	Sidewalk Ramp, Conc, 6 inch	SFT	200	\$ 6.50	\$ 1,300.00	\$ 5.75	\$ 1,150.00	\$ 6.50	\$ 1,300.00	\$ 8.40	\$ 1,680.00	\$ 5.40	\$ 1,080.00	\$ 7.50	\$ 1,500.00	\$ 6.00	\$ 1,200.00	\$ 7.95	\$ 1,590.00
24	Detectable Warning Surface	FT	20	\$ 40.00	\$ 800.00	\$ 62.00	\$ 1,240.00	\$ 70.00	\$ 1,400.00	\$ 86.90	\$ 1,738.00	\$ 65.10	\$ 1,302.00	\$ 120.00	\$ 2,400.00	\$ 57.00	\$ 1,140.00	\$ 73.50	\$ 1,470.00
25	Conduit, Schedule 40, 1 inch	FT	450	\$ 1.50	\$ 675.00	\$ 0.50	\$ 225.00	\$ 0.95	\$ 427.50	\$ 4.20	\$ 1,890.00	\$ 3.35	\$ 1,507.50	\$ 2.00	\$ 900.00	\$ 3.00	\$ 1,350.00	\$ 4.06	\$ 1,827.00
26	Conduit, Schedule 40, 1-1/4 inch	FT	900	\$ 2.00	\$ 1,800.00	\$ 0.60	\$ 540.00	\$ 1.00	\$ 900.00	\$ 4.40	\$ 3,960.00	\$ 3.35	\$ 3,015.00	\$ 2.20	\$ 1,980.00	\$ 4.00	\$ 3,600.00	\$ 4.90	\$ 4,410.00
27	Conduit, Schedule 40, 2 inch	FT	450	\$ 6.00	\$ 2,700.00	\$ 1.50	\$ 675.00	\$ 1.50	\$ 675.00	\$ 4.65	\$ 2,092.50	\$ 3.35	\$ 1,507.50	\$ 3.20	\$ 1,440.00	\$ 5.00	\$ 2,250.00	\$ 5.35	\$ 2,407.50
28	Conduit, Schedule 40, 4 inch	FT	450	\$ 8.00	\$ 3,600.00	\$ 4.00	\$ 1,800.00	\$ 3.50	\$ 1,575.00	\$ 6.30	\$ 2,835.00	\$ 3.35	\$ 1,507.50	\$ 4.40	\$ 1,980.00	\$ 7.00	\$ 3,150.00	\$ 6.90	\$ 3,105.00
29	Dr Structure Cover, Adj	EA	1	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 580.00	\$ 580.00	\$ 455.40	\$ 455.40	\$ 300.00	\$ 300.00	\$ 600.00	\$ 600.00	\$ 825.00	\$ 825.00
30	Dr Structure, 48 inch dia	EA	3	\$ 1,750.00	\$ 5,250.00	\$ 1,500.00	\$ 4,500.00	\$ 2,000.00	\$ 6,000.00	\$ 1,750.00	\$ 5,250.00	\$ 2,875.00	\$ 8,625.00	\$ 2,500.00	\$ 7,500.00	\$ 2,100.00	\$ 6,300.00	\$ 1,604.70	\$ 4,814.10
31	Dr Structure, 60 inch dia	EA	3	\$ 3,000.00	\$ 9,000.00	\$ 2,000.00	\$ 6,000.00	\$ 2,850.00	\$ 8,550.00	\$ 2,490.00	\$ 7,470.00	\$ 4,216.00	\$ 12,648.00	\$ 7,500.00	\$ 22,500.00	\$ 2,600.00	\$ 7,800.00	\$ 2,604.40	\$ 7,813.20
32	Sewer, CI IV, 12 inch, Tr Det B	FT	36	\$ 50.00	\$ 1,800.00	\$ 34.00	\$ 1,224.00	\$ 45.00	\$ 1,620.00	\$ 40.50	\$ 1,458.00	\$ 37.40	\$ 1,346.40	\$ 55.00	\$ 1,980.00	\$ 49.00	\$ 1,764.00	\$ 45.38	\$ 1,633.68
33	Sewer, CI IV, 18 inch, Tr Det B	FT	117	\$ 60.00	\$ 7,020.00	\$ 36.00	\$ 4,212.00	\$ 50.00	\$ 5,850.00	\$ 44.90	\$ 5,253.30	\$ 51.45	\$ 6,019.65	\$ 57.00	\$ 6,669.00	\$ 54.00	\$ 6,318.00	\$ 122.66	\$ 14,351.22
34	Sewer, CI IV, 24 inch, Tr Det B	FT	816	\$ 75.00	\$ 61,200.00	\$ 57.00	\$ 46,512.00	\$ 60.00	\$ 48,960.00	\$ 54.35	\$ 44,349.60	\$ 70.80	\$ 57,772.80	\$ 48.00	\$ 39,168.00	\$ 62.00	\$ 50,592.00	\$ 66.40	\$ 54,182.40
35	Sewer, CI IV, 36 inch, Tr Det B	FT	25	\$ 90.00	\$ 2,250.00	\$ 90.00	\$ 2,250.00	\$ 100.00	\$ 2,500.00	\$ 129.00	\$ 3,225.00	\$ 118.25	\$ 2,956.25	\$ 156.00	\$ 3,900.00	\$ 120.00	\$ 3,000.00	\$ 102.89	\$ 2,572.25
36	Culv End Sect, Conc, 36 inch	EA	1	\$ 1,600.00	\$ 1,600.00	\$ 1,500.00	\$ 1,500.00	\$ 1,800.00	\$ 1,800.00	\$ 2,100.00	\$ 2,100.00	\$ 1,424.55	\$ 1,424.55	\$ 1,600.00	\$ 1,600.00	\$ 1,500.00	\$ 1,500.00	\$ 1,532.00	\$ 1,532.00
37	Dr Structure Cover, Type B	EA	4	\$ 450.00	\$ 1,800.00	\$ 500.00	\$ 2,000.00	\$ 650.00	\$ 2,600.00	\$ 660.00	\$ 2,640.00	\$ 403.45	\$ 1,613.80	\$ 800.00	\$ 3,200.00	\$ 350.00	\$ 1,400.00	\$ 571.25	\$ 2,285.00
38	Dr Structure Cover, Type K	EA	2	\$ 600.00	\$ 1,200.00	\$ 650.00	\$ 1,300.00	\$ 750.00	\$ 1,500.00	\$ 720.00	\$ 1,440.00	\$ 605.15	\$ 1,210.30	\$ 1,200.00	\$ 2,400.00	\$ 500.00	\$ 1,000.00	\$ 776.50	\$ 1,553.00
39	Water Main Connect, 8 inch	EA	1	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 2,500.00	\$ 2,500.00	\$ 1,830.00	\$ 1,830.00	\$ 1,233.00	\$ 1,233.00	\$ 500.00	\$ 500.00	\$ 2,000.00	\$ 2,000.00	\$ 350.22	\$ 350.22
40	Tee, 8 inch x 8 inch x 6 inch	EA	2	\$ 500.00	\$ 1,000.00	\$ 550.00	\$ 1,100.00	\$ 850.00	\$ 1,700.00	\$ 615.00	\$ 1,230.00	\$ 517.10	\$ 1,034.20	\$ 600.00	\$ 1,200.00	\$ 600.00	\$ 1,200.00	\$ 553.70	\$ 1,107.40
41	Tee, 8 inch x 8 inch x 8 inch	EA	1	\$ 650.00	\$ 650.00	\$ 600.00	\$ 600.00	\$ 950.00	\$ 950.00	\$ 650.00	\$ 650.00	\$ 554.40	\$ 554.40	\$ 650.00	\$ 650.00	\$ 600.00	\$ 600.00	\$ 761.00	\$ 761.00
42	Water Main, DI, 6 inch	FT	10	\$ 50.00	\$ 500.00	\$ 35.00	\$ 350.00	\$ 45.00	\$ 450.00	\$ 51.00	\$ 510.00	\$ 65.45	\$ 654.50	\$ 50.00	\$ 500.00	\$ 100.00	\$ 1,000.00	\$ 113.47	\$ 1,134.70
43	Water Main, DI, 8 inch	FT	520	\$ 60.00	\$ 31,200.00	\$ 45.00	\$ 23,400.00	\$ 55.00	\$ 28,600.00	\$ 49.75	\$ 25,870.00	\$ 54.30	\$ 28,236.00	\$ 57.00	\$ 29,640.00	\$ 90.00	\$ 46,800.00	\$ 78.30	\$ 40,716.00
44	Fire Hydrant	EA	2	\$ 2,500.00	\$ 5,000.00	\$ 2,600.00	\$ 5,200.00	\$ 4,000.00	\$ 8,000.00	\$ 2,300.00	\$ 4,600.00	\$ 2,387.40	\$ 4,774.80	\$ 3,200.00	\$ 6,400.00	\$ 3,000.00	\$ 6,000.00	\$ 1,882.35	\$ 3,764.70
45	Gate Valve and Box, 6 inch	EA	2	\$ 1,300.00	\$ 2,600.00	\$ 1,050.00	\$ 2,100.00	\$ 1,250.00	\$ 2,500.00	\$ 1,200.00	\$ 2,400.00	\$ 1,123.45	\$ 2,246.90	\$ 1,600.00	\$ 3,200.00	\$ 1,500.00	\$ 3,000.00	\$ 1,109.10	\$ 2,218.20
46	Gate Valve and Box, 8 inch	EA	2	\$ 1,600.00	\$ 3,200.00	\$ 1,450.00	\$ 2,900.00	\$ 1,750.00	\$ 3,500.00	\$ 1,555.00	\$ 3,110.00	\$ 1,517.55	\$ 3,035.10	\$ 2,200.00	\$ 4,400.00	\$ 1,800.00	\$ 3,600.00	\$ 1,470.83	\$ 2,941.66
47	Cap, DI, 8 inch	EA	2	\$ 300.00	\$ 600.00	\$ 250.00	\$ 500.00	\$ 250.00	\$ 500.00	\$ 280.00	\$ 560.00	\$ 224.75	\$ 449.50	\$ 300.00	\$ 600.00	\$ 400.00	\$ 800.00	\$ 828.35	\$ 1,656.70
48	Dr Structure Tap, Sanitary, 8 inch	EA	1	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ 700.00	\$ 700.00	\$ 840.00	\$ 840.00	\$ 1,088.50	\$ 1,088.50	\$ 4,200.00	\$ 4,200.00	\$ 600.00	\$ 600.00	\$ 1,260.00	\$ 1,260.00
49	Sanitary Sewer, 8 inch	FT	464	\$ 65.00	\$ 30,160.00	\$ 75.00	\$ 34,800.00	\$ 45.00	\$ 20,880.00	\$ 61.10	\$ 28,350.40	\$ 85.85	\$ 39,834.40	\$ 47.00	\$ 21,808.00	\$ 170.0			

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-39

**A RESOLUTION APPROVING FLEIS & VANDENBRINK'S PROPOSAL TO
PROVIDE CONSTRUCTION ENGINEERING SERVICES FOR THE CITY
DEVELOPMENT STREET & UTILITY EXTENTION**

WHEREAS, Fleis & VandenBrink has proposed to provide construction engineering services to construct a new street for the City property near Cutler Road (the Project) as outlined in the attached Exhibit A; and

WHEREAS, the City Budget for Fiscal Year 2018-2019 includes sufficient funds to cover the engineering proposal for construction engineering services for the Project.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves Fleis and VandenBrink's Proposal to provide construction engineering services for the James Street Improvement Project for an amount not to exceed \$61,400.00 as outlined in the 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: May 21, 2018

Monique I. Miller, City Clerk



May 16, 2018

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

**RE: Construction Engineering Proposal for
City Development Street & Utility Extension**

Dear Tutt,

As you are aware, bids were received for the City Development project on May 16 and an award to CL Trucking & Excavating is anticipated on May 21 with construction beginning in late July or early August. Now that scope and schedule for construction have been defined, we have prepared a work plan and engineering budget for construction engineering services.

Our proposed budget and work plan are attached for your review. Approval to proceed with the work under our existing Professional Services Agreement dated October 9, 2017 can be given by returning a copy of this proposal signed where indicated. Please feel free to call with any questions.

Sincerely,

FLEIS & VANDENBRINK

Jonathan W. Moxey, PE
Project Manager

Paul R. Galdes, P.E.
Vice President

**AUTHORIZATION TO PROCEED WITH
CONSTRUCTION ENGINEERING FOR
CITY DEVELOPMENT STREET &
UTILITY EXTENSION**

By: _____

Title: _____

Date: _____

CITY OF PORTLAND
Construction Engineering For
City Development Street & Utility Extension

PROPOSED WORK PLAN

Construction Engineering Services

1. Schedule and attend the pre-construction meeting with the Contractor, City, and utility companies. Prepare and distribute meeting minutes.
2. Perform construction staking for the improvements. Based on the scope of the improvements, we have assumed 3 staking trips throughout the project.
3. Provide project administration and engineering consultation throughout the construction period, including:
 - Schedule and attend periodic progress meetings with the Contractor and City Staff. Prepare and distribute meeting minutes.
 - Review shop drawings and other project submittals.
 - Review contractor pay applications and, if appropriate, submit a recommendation to the City for payment.
 - Prepare contract change orders, as necessary, and submit recommendation to the City for approval.
 - Maintain project records.
4. Provide on-site observation and materials testing during project construction activities. Based on the project schedule, we have included 8 weeks of observation at 45 hours per week for substantial completion plus 20 hours for following up on punch list items. The field technician's duties will include:
 - Provide daily record keeping of construction activities.
 - Address complaints filed with the City on a daily basis, if any.
 - Provide on-site density testing of soils and density testing of asphalt paving.
 - Coordinate off-site materials testing as required.
5. Provide off-site materials testing. Services will be sub-contracted to an independent testing consultant.
6. Conduct a final walk-through meeting on site with the Contractor and City Staff to review the completed work. Prepare a final punch list of remaining work items. Provide follow-up review to see that the punch list items have been completed.
7. Coordinate final payment with release of retainage and contract closeout.
8. Prepare record drawings showing as-constructed dimensions and details, as appropriate. Provide 3 hard copy sets and PDF files on a CD.
9. Assist the City with adding the new street to its Act 51 map so that it can begin to receive funding.

**CITY OF PORTLAND
Construction Engineering
For City Development Street & Utility Extension**

ENGINEERING BUDGET

We propose the following budget for the engineering services outlined in the proposed work plan based on our understanding of the project. Our estimated fees are as follows:

Construction Engineering

Construction Administration & Consultation	10,100
Construction Staking	4,200
On-Site Observation and Testing	39,300
Off-Site Testing	1,100
Record Drawings	2,100
Contract Closeout	<u>4,600</u>

TOTAL PROPOSED CONSTRUCTION ENGINEERING BUDGET \$61,400

We propose to complete the work on an hourly rate basis at our standard hourly billing rates.

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-40

**A RESOLUTION APPROVING FLEIS & VANDENBRINK'S
PROPOSAL TO PROVIDE DESIGN ENGINEERING FOR DPW
COMPOUND IMPROVEMENTS**

WHEREAS, the Department of Public Works (DPW) is in need of certain improvements, including a new salt barn and structure to properly store various DPW vehicles and equipment; and

WHEREAS, Fleis & VandenBrink has proposed to provide design engineering services for DPW compound improvements, as outlined in the attached Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves Fleis and VandenBrink's Proposal to provide design engineering for DPW compound improvements for the amount of \$15,400.00 as outlined in the 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: May 21, 2018

Monique I. Miller, City Clerk

May 16, 2018

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

RE: Design Engineering for DPW Improvements

Dear Tutt:

As we have discussed, the City is planning improvements for the Department of Public Works Facility on Morse Drive, generally consisting of the following:

- Replace the existing 600-ton timber salt barn with a fabric top structure on large precast concrete block foundation having a capacity of approximately 1,000 tons. The structure will not be fully enclosed, heated or served with electric.
- Construct a similar structure (fabric top on concrete block foundation) for vehicle and equipment storage. The structure will not be fully enclosed, heated or served with electric.
- Construct asphalt paving as the base for both structures and in the front area of the DPW facility between the existing building and salt barn structure.

Based on our understanding of the project scope, we propose the following Work Plan to assist you:

WORK PLAN

- Obtain topographic survey of the DPW facility property. While the improvements currently being planned are limited to the southern corner of the site, we have assumed collecting information for the entire fenced Department of Public Works and Wastewater Treatment Facility site, to serve as a basis for considering accessibility and future improvements in the current site plan work.
- Obtain utility information for electric, natural gas, telephone and cable television on the site. Incorporate the information into the topographic survey.
- Meet with DPW staff to develop a list of equipment to be covered by the new structure and assist with sizing. We understand the salt storage structure has already been sized.
- Coordinate with the building manufacturers identified by the City to obtain design details, specifications and quotes for the two structures. We have assumed that the detailed design will be performed by the manufacturers at no cost to F&V.

- Prepare preliminary construction drawings, specifications and cost estimate for the project. We anticipate the drawings will include a cover sheet, typical notes and details, site plan and building detail sheets from the selected manufacturer(s).
- Meet with City staff to review the preliminary design.
- Finalize the bid documents based on input from City staff.
- Prepare and submit the soil erosion and sedimentation control permit for the project, if required.
- Assist with soliciting bids for the project, including advertising the project online, preparing and distributing bidding documents, maintaining a record of plan holders and answering bidder questions and issuing addenda, if required.
- Conduct a public bid opening to be held at the City offices. Tabulate and review the bids, evaluate references and provide a Recommendation of Award to the City.

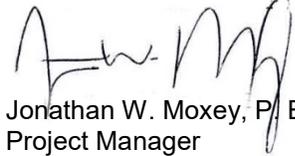
We propose to complete the scope of services outlined in the above Work Plan with the following engineering budget:

<u>Task</u>	<u>Budget</u>
Topographic Survey	\$3,800
Preliminary Design	6,600
Final Design & Permitting	2,800
<u>Bidding Assistance</u>	<u>2,200</u>
Total Proposed Budget:	\$15,400

We can prepare a Work Plan and Engineering Budget for construction phase services once the scope and schedule have been defined. Approval to proceed with the work under our existing Professional Services Agreement for General Consultation can be given by returning a copy of this proposal signed where indicated. Please feel free to contact us with any questions.

Sincerely,

FLEIS & VANDENBRINK



Jonathan W. Moxey, P.E.
Project Manager



Paul R. Galdes, P.E.
President

**AUTHORIZATION TO PROCEED WITH
DESIGN ENGINEERING FOR DPW IMPROVEMENTS**

By: _____

Title: _____

Date: _____

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 18-41

A RESOLUTION APPROVING THE PURCHASE OF A 2018 DODGE DURANGO FOR THE AMBULANCE DEPARTMENT AND CODE ENFORCEMENT

WHEREAS, the Ambulance Director also serves as the primary Code Enforcement Officer for the City and has identified the need for a vehicle to serve both Departments. The Director and city staff currently use their personal vehicles to conduct code enforcement and the additional vehicle would also reduce the unnecessary usage of the ambulances and increase readiness and response times in certain situations; and

WHEREAS, the Ambulance Director and City Manager recommend that the City Council approve the purchase of a 2018 Dodge Durango utilizing the MiDeal Program for the amount of \$24,856.47, a copy of the quote is attached as Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the recommendation to purchase a 2018 Dodge Durango utilizing the MiDeal Program for the amount of \$24,856.47, a copy of the quote is attached as Exhibit A.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: May 21, 2017

Monique I. Miller, City Clerk

Handwritten signature

2018 Dodge Durango Special Service



Dennis Christina





Prepared For:
Phil Gensterblum
Portland Ambulance
773 E Grand River Ave
Portland, Michigan, 48875
Phone: 517-647-2935

Prepared By:
Administrator
Dennis Christina
28400 Van Dyke
Warren, Michigan, 48093
Phone: 586-510-4601
Fax: 586-573-7036

VEHICLE OVERVIEW

2018 Dodge Durango

4dr AWD Special Service (WDEE75)

Powertrain

Pentastar 3.6L V-6 DOHC SMPI 24 valve engine with variable valve control * 220 amp alternator * 650 amp battery with run down protection, auxiliary battery * Engine oil cooler, HD radiator * 8-speed electronic sequential shift control automatic transmission with overdrive, lock-up, driver selection * Full-time all-wheel drive with permanent locking hubs * ABS & driveline traction control * 3.45 axle ratio * Stainless steel exhaust

Steering and Suspension

Electric power-assist rack and pinion steering * 4-wheel disc brakes with front and rear vented discs * Auto-leveling, electronic stability stability control with anti-roll * Independent front suspension * Front short and long arm suspension * Front anti-roll bar * Front coil springs * Gas-pressurized front shocks * Rear independent suspension * Rear multi-link suspension * Rear anti-roll bar * Rear coil springs * Gas-pressurized rear shocks * Front and rear 18.0" x 8.00" painted aluminum wheels * P265/60TR18.0 BSW AT front and rear tires * Underbody w/crankdown mounted compact steel spare wheel

Safety

4-wheel anti-lock braking system * Center high mounted stop light * Dual airbags, seat mounted driver and passenger side-impact airbags, curtain 1st, 2nd and 3rd row overhead airbag, airbag occupancy sensor, driver knee airbag * Front height adjustable seatbelts with front pre-tensioners * Sentry Key immobilizer, panic alarm

Comfort and Convenience

Automatic dual zone front air conditioning, rear HVAC with separate controls, air filter, auxiliary rear heater, headliner/pillar ducts, console ducts * AM/FM/Satellite-prep, clock, seek-scan, Uconnect external memory control, 6 speakers, voice activation, Bluetooth wireless streaming, fixed antenna, radio steering wheel controls * 2 1st row LCD monitors * Cruise control with steering wheel controls * Power door locks with 2 stage unlock, keyfob (all doors) keyless entry, power remote fuel release, child safety rear door locks, fuel filler door release included with power doors, tailgate/rear door lock included with power door locks * 3 12V DC power outlets, driver foot rest, retained accessory power, Roadside Assistance/9-1-1 Call emergency S.O.S, Uconnect w/Bluetooth wireless phone connectivity * Digital/analog instrumentation display includes tachometer, oil pressure gauge, engine temperature gauge, oil temperature gauge, transmission fluid temp gauge, engine hour meter, compass, exterior temp, systems monitor, redundant digital speedometer, camera(s) - rear camera, trip computer, trip odometer, ParkSense rear parking sensors * Warning indicators include oil pressure, engine temperature, battery, lights on, key, low fuel, low washer fluid, lighting malfunction, door ajar, trunk/liftgate ajar, service interval, brake fluid, turn signal on, tire specific low tire pressure, transmission fluid temp * Leather-wrapped steering wheel with tilt and telescopic adjustment * Power front and rear windows with deep tint, driver and passenger 1-touch down, fixed rearmost windows * Variable

The information contained in this package is provided to assist in assessing our vehicles and is for your information only. Prices and content information shown are subject to change and should be treated as estimates only. Information on the comparison vehicle is derived from available public sources and may not be completely current or accurate. No representations, warranties or guarantees are given in the information. Neither Chrysler nor the dealer will be liable for any reliance on the contents hereof. Please see salesperson for the most current information and other details. Actual pricing may vary. Reference DX05102871 2/15/2018

VEHICLE OVERVIEW Continued

Comfort and Convenience (Continued)

intermittent front windshield wipers, fixed interval rear wiper, rear window defroster * Dual vanity mirrors * Auto-dimming day-night rearview mirror * Interior lights include dome light with fade, front and rear reading lights, illuminated entry * Full floor console with covered storage, mini overhead console with storage, locking glove box with light, front and rear cupholders, instrument panel bin, driver and passenger door bins, rear door bins * Carpeted cargo floor, plastic trunk lid/rear cargo door, cargo tie downs, cargo light, cargo concealed storage

Seating and Interior

Seating capacity of 5 * Bucket front seats with adjustable anti-whiplash head restraints with tilt, center armrest with storage * 8-way adjustable (8-way power) driver seat includes power 4-way lumbar support * 4-way adjustable passenger seat includes fold flat * 60-40 folding rear split-bench seat with fold forward seatback, reclining 3 fixed rear head restraints, center armrest * Cloth faced front seats with plastic back material * Cloth faced rear seats with carpet back material * Full cloth headliner, full carpet floor covering with carpet front and rear floor mats, urethane gear shift knob, chrome interior accents

Exterior Features

Rear lip spoiler, side impact beams, front license plate bracket, galvanized steel/aluminum body material * With chrome bodyside insert, colored wheel well trim molding * Black side window moldings * Body-colored door handles * Black grille * 4 doors with liftgate rear cargo door * Trailer sway control * Driver and passenger power remote body-colored heated folding outside mirrors * Front and rear body-colored bumpers with colored rub strip/fascia accents, rear step * Aero-composite halogen fully automatic headlamps with multiple headlamps, delay-off feature * Additional exterior lights include front fog lights, remote activated perimeter/approach lights * Clearcoat monotone paint * Police/fire

Warranty

Basic	36 month/36,000 miles	Powertrain	60 month/100,000 miles
Corrosion Perforation	60 month/unlimited mileage	Roadside Assistance	60 month/60,000 miles

Dimensions and Capacities

Output	293 hp @ 6,400 rpm	Torque	260 lb.-ft. @ 4,000 rpm
Drag coefficient	0.35	1st gear ratio	4.714
2nd gear ratio	3.143	3rd gear ratio	2.106
4th gear ratio	1.667	5th gear ratio	1.285
6th gear ratio	1.000	7th gear ratio	0.839
8th gear ratio	0.667	Reverse gear ratio	3.295
City/hwy	18 mpg/25 mpg	Curb weight	4,814 lbs.
GVWR	6,500 lbs.	Payload	1,460 lbs.
Towing capacity	6,200 lbs.	Front legroom	40.3 "
Rear legroom	38.6 "	Front headroom	39.9 "
Rear headroom	39.8 "	Front hiproom	57.0 "
Rear hiproom	42.8 "	Front shoulder room	58.5 "
Rear shoulder room	50.4 "	Passenger area volume	99.2 cu.ft.

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VEHICLE OVERVIEW Continued

Dimensions and Capacities (Continued)

Length	201.2 "	Body width	75.8 "
Body height	70.9 "	Wheelbase	119.8 "
Front track	63.9 "	Rear track	64.1 "
Turning radius	18.5 '	Fuel tank	24.6 gal.
Interior cargo volume	47.7 cu.ft.	Interior cargo volume seats folded	47.7 cu.ft.
Interior maximum cargo volume	84.5 cu.ft.		

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SELECTED EQUIPMENT Continued

			MSRP
PRM	Redline 2 Coat Pearl	OPT	N/C
Vehicle Subtotal			\$34,195.00
Destination			\$1,095.00
Vehicle Subtotal (including Destination)			\$35,290.00

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Prepared For:
 Phil Gensterblum
 Portland Ambulance
 773 E Grand River Ave
 Portland, Michigan, 48875
 Phone: 517-647-2935

Prepared By:
 Administrator
 Dennis Christina
 28400 Van Dyke
 Warren, Michigan, 48093
 Phone: 586-510-4601
 Fax: 586-573-7036

PRICE SHEET **2018 Dodge Durango**

4dr AWD Special Service (WDEE75)

Vehicle Price (excluding option discounts)	MSRP
Dealer Discounts & GVT Concessions	\$34,195.00
<i>MIDEAL Contract# 071B7700182</i>	(10,433.53)
<i>Includes Title</i>	
<i>ADD: \$1.20/mile to deliver</i>	
Vehicle Subtotal	\$23,761.47
Option Credits	0.00
Other (Discount)Margin	0.00
Incentives	0.00
Total Other Items	0.00
Net Selling Price	\$23,761.47
Destination	1,095.00
Total Quote	\$24,856.47
TOTAL	\$24,856.47

Customer Signature

Date

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City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, May 7, 2018

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; DDA/Main Street Director Conner Wellman; Police Chief Thomas

Guests: Chris O'Neill of HomeWorks Connect; Kathy Parsons

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

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

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

Under City Manager Report, City Manager Gorman reported that the Draft Budget for Fiscal Year 2018-2019 was presented to the Council and discussed at the Budget Workshop on Monday, April 30, 2018.

The donation of property from ADM Alliance Nutrition is now complete. The acquisition of this property will allow for the potential realignment of the Divine Hwy. Bridge and/or the addition of parking in the Downtown.

The James Street Improvement Project will be wrapping up soon. The top coat of asphalt is expected to be laid next week with the final restoration to follow. Fleis & VandenBrink is donating a plaque to commemorate the historic hitching post at the Torp-Smith property at 1105 James St.

Walking audits with the engineers and school representatives for the Safe Routes to School Program have been completed. These programs will enhance the walkability to and from the schools. Information will be presented to the City Council to prioritize the recommended projects.

City Manager Gorman stated that he has been working with Granger, doing research on the elimination of trash receptacles in the downtown to improve both aesthetics and walkability.

The MDNR Recreation Archery Equipment Grant was awarded to the City of Portland Recreation program and will be implemented this summer. As this program will required the shooting of bows and arrows, which is not allowed in the City, a new policy to ensure the safety of the community will be implemented.

City Manager Gorman noted that the deadline set forth in Section 28-8 of the Sign Ordinance, more commonly known as the "Sunset Clause", which requires that all non-conforming signs must be eliminated is due to expire on August 28, 2018. A formal audit of the remaining signs that need to come into compliance has not yet been completed. City Manager Gorman suggested that this provision be

repealed and that continued enforcement of the Ordinance regarding newly erected signs should take place.

The Portland Assisted Living & Memory Center is planning to expand their facility. They submitted paperwork for a variance request for a side setback of 50 ft. It was initially presumed to be zoned C-2; however, a closer look revealed that it was rezoned in 2014 to R-2 and a SLU permit was issued for Adult Foster Care-Large Group Home which is limited to 20 beds and mirrors state law and they are currently at capacity. The state licensure for their facility is beyond the purviews of the City and they will work on that issue. For purposes of the potential development, they plan to submit for another SLU permit for a nursing/convalescent home. They will likely be before the Planning Commission for site plan review in the future.

City Manager Gorman advised that Ambulance Director/Code Officer Gensterblum is in need of an additional vehicle to perform his duties so he doesn't have to use her personal vehicle. Staff is researching models and pricing of vehicles.

Under Presentations, DDA/Main Street Director Conner Wellman presented her report on Downtown activities and shared the 14 initiatives The MiPortland Downtown Teams are working on. She also noted that ConfluxCity Brewing is expected to announce their opening in the next few weeks, Courageous Coffee has purchased 129 E. Bridge St. and will begin the build out on the property. They anticipated opening a coffee shop with local bakery items within a year. The WODA Group will hold the Grand Opening of the Portland School Apartments on Thursday, May 10, 2018.

Under Public Hearing, Mayor Barnes opened the Public Hearing on Proposed Budget for Fiscal Year 2018-2019 at 7:32 P.M.

There was no public comment.

Mayor Barnes closed the Public Hearing at 7:34 P.M.

Under New Business, the Council considered Resolution 18-33 to adopt the Annual Budget for Fiscal Year 2018-2019.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 18-33 to adopt the City of Portland's Annual Budget for Fiscal Year 2018-2019.

Yeas: Fitzsimmons, VanSlambrouck, Baldyga, Johnston, Barnes

Nays: None

Adopted

The Council considered Resolution 18-34 to approve a permit application submitted under the METRO Act by Tri-County Electric Cooperative, Inc. to use the City's rights-of-way, for the installation of fiber optic cable and gigabit passive optical network (GPON) to facilitate its broadband services. City staff has reviewed the application and are recommending the City Council approve the submitted application and permit.

City Manager Gorman noted this is the second time this application and permit have been presented to City Council. After further review, City Staff has no issue with recommending approval.

Mr. O'Neill of HomeWorks Connect presented information on the goals of Tri-County Electric Cooperative, Inc. in bringing broadband services to its customers. The application under the METRO Act is required to use the City's rights-of-way to get the fiber optics through the City to the lines outside the City limits.

There was continued discussion.

Motion by Baldyga, supported by Johnston, to approve Resolution 18-34 to approve a Permit Application submitted under the METRO Act.

Yeas: Baldyga, Johnston, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 18-35 to approve a proposal from Pulse Broadband to conduct a Broadband Feasibility Study to explore communications and broadband infrastructure alternatives for continued economic development and service to its residents. Pulse Broadband has submitted a proposal to conduct a Communications and Broadband Infrastructure Feasibility Study in the amount of \$15,000.00. City Manager Gorman and Director of Public Services, Mike Hyland recommend City council approve the proposal.

Motion by Johnston, supported by Baldyga, to approve Resolution 18-35 approving a proposal from Pulse Broad Band to conduct a Broadband Feasibility Study and Approving, Authorizing, and Directing the Mayor to sign the professional services agreement for the City of Portland.

Yeas: Johnston, Baldyga, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 18-36 to approve the Dissolution of the Economic Development Corporation of Portland established on September 4, 2007. The EDC was created to assist with the development of the annexed City property situated at Cutler Rd. and Grand River Ave. Since that time, the EDC has been instrumental in establishing a zoning district and concept plan for the Property that has resulted in the development of permitted uses such as Family Farm & Home and the future Sparrow facility. The EDC has completed its purpose by establishing a zoning district and concept plan and has no current plans or projects for the Property. At its regularly scheduled meeting on April 23, 2018, the Board of Directors unanimously voted to approve the Resolution of Dissolution of the EDC and recommended the City Council do the same.

City Manager Gorman noted that there are no other communities our size in the State of Michigan that have an EDC. The elimination of the EDC will allow the development process to be streamlined and be more efficient.

Mayor Pro-Tem VanSlambrouck stated that the EDC has accomplished what it set out to do and has lived its life.

Council Member Baldyga thanked the members that have served on the EDC.

Motion by VanSlambrouck, supported by Baldyga, to approve Resolution 18-36 approving the recommended Dissolution of the Economic Development Corporation (EDC) of Portland.

Yeas: VanSlambrouck, Baldyga, Fitzsimmons, Johnston, Barnes

Nays: None
Adopted

The Council considered Resolution 18-37 to recognize the Portland Area Service Group as a nonprofit organization for the purpose of obtaining a Charitable Gaming License.

Motion by Fitzsimmons, supported by Johnston, to approve Resolution 18-37 recognizing the Portland Area Service Group as a nonprofit organization for the purpose of obtaining a Charitable Gaming License.

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

Motion by Baldyga, supported by Fitzsimmons, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting held on April 16, 2018 and the minutes of the City Council Budget Workshop held on April 30, 2018, payment of invoices in the amount of \$146,206.06 and payroll in the amount of \$214,995.16 for a total of \$361,201.22. Purchase orders to Greg Cook Builders in the amount of \$6,440.00 for staining and repair of the Red Mill and Peerless Midwest in the amount of \$10,000.00 for overhaul of Well No. 4 were also included.

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

Under City Manager Comments, City Manager Gorman noted the statistics of the Annual Clean up Day held on May 5, 2018. This year's event was another success.

City Manager Gorman reminded residents that the Special Election for the Portland Public Schools Bond Proposal will be held tomorrow, Tuesday, May 8, 2018. Polls will be open from 7:00 A.M. to 8:00 P.M.

An Arbor Day Tree Planting was held on Friday, April 27, 2018 to replace the tree at 308 Kent St. that was taken out by the tornado on June 22, 2015.

Under Council Comments, Mayor Pro-Tem VanSlambrouck stated that there was a unanimous vote at the Portland Area Fire Authority meeting to vote for Tim Krizov to be the permanent Fire Chief rather than the Interim. Specifications and bids have been received for the new fire truck and are under review by the committee.

The Fire Department Spaghetti Dinner Fundraiser will be held on Wednesday, May 9, 2018 from 5:00 – 7:00 P.M.

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

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

Meeting adjourned at 8:00 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the May 7, 2018 City Council Meeting

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

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

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

Public Hearing on the Proposed Budget for Fiscal Year 2018-2019

Approval of Resolution 18-33 to adopt the City of Portland’s Annual Budget for Fiscal Year 2018-2019.

All in favor. Adopted.

Approval of Resolution 18-34 to approve a Permit Application submitted under the METRO Act.

All in favor. Adopted.

Approval of Resolution 18-35 approving a proposal from Pulse Broadband to conduct a Broadband Feasibility Study and Approving, Authorizing, and Directing the Mayor to sign the professional services agreement for the City of Portland.

All in favor. Adopted.

Approval of Resolution 18-36 approving the recommended Dissolution of the Economic Development Corporation (EDC) of Portland.

All in favor. Adopted.

Approval of Resolution 18-37 recognizing the Portland Area Service Group as a nonprofit organization for the purpose of obtaining a Charitable Gaming License.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 8:00 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



PURCHASE ORDER

City of Portland

P.O. **3588**

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

VENDOR Frederickson Supply LLC
3901 3 mile NW
Grand Rapids MI 49534

DATE: 5-18-18 # est 448

DESCRIPTION	GL NUMBER	SPLIT	LINE TOTAL
Repairs to #911 VacCon Truck Materials + labor	661-441-931		est 13,678.91
DEPARTMENT HEAD (UP TO \$500) <u>KG</u>		TOTAL	

Treasurer Initials

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

Fredrickson Supply, LLC

3901 3 Mile Rd NW
Grand Rapids, MI 49534

Estimate

Date	Estimate #
5/17/2018	448

Name / Address
CITY OF PORTLAND 259 KENT STREET PORTLAND, MI 48875-1495

Project

Item	Description	Qty	Rate	MPN	Total
40021-00-X	PUMP, WATER, MEYERS, 65/2000, LH, 2' DIA	1	11,452.36		11,452.36
MISC PART	ENGINE SHEAVE, PUMP SHEAVE, BELT	1	310.55		310.55
LABOR SHOP	WORK PERFORMED	14	119.00		1,666.00
FREIGHT	SHIPPING & HANDLING		250.00		250.00
	THIS ESTIMATE REFLECTS THE INSPECTION OF THE CURRENT PUMP, REMOVAL AND INSTALLATION OF THE NEW PUMP, INSTALLATION OF NEW SHEAVES & BELT. AS WELL AS THE FREIGHT. FEEL FREE TO LET US KNOW IF YOU HAVE ANY QUESTIONS OR CONCERNS.				
			Total		\$13,678.91

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
AMERICAN RENTALS, INC.	00017	TOILET RENTALS - PARKS	205.00
AMERICAN WATER WORKS ASSOC.	00018	MEMBERSHIP DUES - WATER	83.00
APPLIED IMAGING	02493	COPY MACHINE MAINT - POL, COMM PROMO, CODE, AMB	20.21
APPLIED IMAGING	02493	COPY MACHINE MAINT - ELECTRIC	9.95
APPLIED IMAGING	02493	CITY HALL COPY MACHINE MAINT - GENERAL	90.91
AT&T	00686	PHONE SVC - WASTE WATER	68.21
AT&T	00686	PHONE SERVICE - ELECTRIC	232.56
AT&T	00686	PHONE SERVICE - WATER, MOTOR POOL	306.77
AT&T	00686	PHONE LINE HYDRO DAM - ELECTRIC	75.33
AT&T	00686	PHONE SERVICE - GENERAL	260.90
AT&T	00686	PHONE SERVICE - GENERAL	150.70
B&W AUTO SUPPLY, INC.	00030	PARTS - VARIOUS DEPTS	291.22
BADER & SONS CO.	00031	REPAIR TO 926 CHIPPER - MTR POOL	1,746.81
BADER & SONS CO.	00031	REPAIR SKID STEER - ELECTRIC APPROVED 4/16/18	6,199.60
BADGER METER INC.	02247	ANNUAL SERVICE AGREEMENT - WATER	1,560.00
BS&A SOFTWARE	00029	CEMETERY SOFTWARE SETUP & TRAINING - CEMETERY	1,800.00
BS&A SOFTWARE	00029	ASSESSING SYSTEM & TIME SHEETS SYSTEM ANNUAL S	1,152.00
BSN SPORTS	00911	YOUTH SOFTBALL EQUIP - REC	934.86
CENTURYLINK	01567	PHONE SERVICE - VARIOUS DEPTS	3.39
NOLAN CHAPMAN	00079	REIMB FOR CDL RENEWAL MTR POOL	73.00
CHROUCH COMMUNICATION, INC.	00082	COMMUNICATION SYSTEM UPGRADE ON WATER TOWER -	9,925.27
CINTAS-725	00083	UNIFORM AND RUG CLEANING - VARIOUS DEPTS	926.98
CITY OF PORTLAND - PETTY CASH	00701	POSTAGE, MILE REIMB, MISC EXP - VARIOUS DEPTS	425.25
CLARK HILL PLC	01422	LEGAL SERVICES - GENERAL	270.00
CLEAR RATE COMMUNICATIONS	02231	PHONE SVC - CITY HALL	500.52
CONCRETE CUTTING CO., INC.	00092	SIDEWALK - LOCAL STS	150.00
CONSUMERS ENERGY	00095	GAS SVC - ELECTRIC	1,580.86
CULLIGAN	02130	WATER SYSTEM - PARKS & CEMETERY	301.00
CULLIGAN	02130	BTTL WATER DELIVERY - CITY HALL	13.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
ELHORN ENGINEERING	00139	EL-CHLOR 5/GAL CARBOY - WATER	492.50
ERSCO CONSTRUCTION SUPPLY	00851	ERSCOTUBE - PARKS, ECON DEV	553.38
FAMILY FARM & HOME	01972	GRASS SEED & GLOVES - PARKS, CEMETERY	54.99
FAMILY FARM & HOME	01972	SUPPLIES - PARKS & CEMETERY	15.38
FAMILY FARM & HOME	01972	HOSE MENDER - WATER	7.98
FLEIS & VANDENBRINK	00153	PARKS & REC PLAN - PARKS	8,700.00
FLEIS & VANDENBRINK	00153	ENGINEERING SVC SPLASH PAD CONCEPT & MNRTF GRA	4,300.00
FOSTER BLUE WATER OIL, LLC	02301	FUEL - CEM, PARKS	916.61
GRANGER CONTAINER SERVICE	00175	REFUSE - REFUSE	12,415.04
GRANGER CONTAINER SERVICE	00175	REFUSE - CEM, PARKS, MTR POOL	374.26
GRANGER CONTAINER SERVICE	00175	REFUSE - POLICE, COMM PROMO, ELECTRIC	152.58
GRANGER CONTAINER SERVICE	00175	REFUSE - WASTE WTR	152.58
HERC RENTALS INC.	MISC	RENTAL STUMP GRINDER - MAJ STS, LOC STS	179.97
HYDROCORP	02340	INSPECTION & REPORTING SERVICES - WATER	499.00
INSOURCE SOLUTIONS GROUP INC.	01813	E-FILED RETURNS - INCOME TAX	790.00
INTERSTATE BILLING SVC	00202	HINGE - MTR POOL	119.86
LANSING SANITARY SUPPLY	02485	BATHROOM SUPPLIES - CEMETERY	271.05
MCFADDEN LAW OFFICE PLLC	02299	LEGAL SERVICES - ELECTIONS, POLICE	241.50
MENARDS	00260	CEMENT & GLOVES - CEMETERY	91.95
MENARDS	00260	SUPPLIES - MAJ STS	140.98
MENARDS	00260	LUMBER - ELECTRIC	110.96
MENARDS	00260	PUSH LAWNMOWER - WASTE WTR	179.00
MHR BILLING	01780	BILLING - AMBULANCE	1,224.00
MICHAEL R. KLUCK & ASSOCIATES	02405	LEGAL SERVICES - GENERAL	248.44
MICHIGAN AGRIBUSINESS SOLUTIONS	02475	BIOSOLID LIQUID LAND APPLICATION - WASTE WTR	6,717.10
MICHIGAN COMPANY, INC.	00273	REPLACEMENT CAP FOR SOAP DISPENSER - PARKS	7.65
MICHIGAN COMPANY, INC.	00273	REPLACEMENT CAPS- PARKS	10.20
MICHIGAN MUNICIPAL ELECTRIC AS	00283	SPRING MEMBERSHIP - ELECTRIC	25.00
MICHIGAN MUNICIPAL WC FUND	00291	WORKERS COMP POLICY - VARIOUS DEPTS	37,735.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MUNICIPAL INSPECTION SERVICES	00323	NON BUSINESS PERMITS - GENERAL	2,025.00
MUNICIPAL SUPPLY CO.	00324	REPAIR LIDS - WATER	61.00
MUNICIPAL SUPPLY CO.	00324	PAINT - PARKS	115.80
MUSKEGON COUNTY EQUALIZATION	MISC	CONTINUE EDUCATION CLASS - ASSESSING	50.00
PORTLAND AREA FIRE AUTHORITY	02128	4TH QUARTER FIRE SERVICES - COMM PROMO	30,076.62
PORTLAND TOWNSHIP TREASURER	00371	ANNEXATION AGREEMENT - COMM PROMO	4,525.21
PURITY CYLINDER GASES, INC.	00380	CYLINDER RENTAL -AMB	93.85
RESCO	00392	PEL LOCKS - ELECTRIC	176.00
ROBERT W LAMSON PHD	MISC	EVALUATION - POLICE	465.00
RURAL GAS & APPLIANCE	00398	PROPANE FILL - CEMETERY	1,195.43
SENTINEL-STANDARD, INC.	00212	NEWSPAPER SUBSCRIPTION - GENERAL	151.00
SOCIETY FOR HUMAN RESOURCE MGM	01418	MEMBERSHIP FEE - GENERAL	209.00
ANTHONY SMITH	02449	MILEAGE REIMB FOR TRAINING - WASTE WTR	190.75
STEVE'S METER SERVICE	00442	METERS - ELECTRIC	1,118.00
SUPERIOR ASPHALT INC	02348	SUPPLIES - MAJ STS, LOC STS	211.64
SUPPLYGEEKS	02052	COPY PAPER - GENERAL	319.90
TOM'S FOOD CENTER	00452	SUPPLIES - VARIOUS DEPTS	554.25
USA BLUEBOOK	01850	SUPPLIES - WASTE WTR	125.89
USA BLUEBOOK	01850	AMMONIA STANDARD - WASTE WTR	96.81
USA BLUEBOOK	01850	SUPPLIES - WASTE WTR	112.42
USA BLUEBOOK	01850	PVC DISCHARGE HOSE - WASTE WTR	267.95
USA TODAY NETWORK	02501	LEGAL NOTICES - GENERAL	301.00
USA TODAY NETWORK	02501	LEGAL NOTICES - GEN, ELEC	344.50
UTILITY CONSULTING GROUP, LLC	00465	CALCULATE PCA FACTOR - ELECTRIC	225.00
UTILITIES INSTRUMENTATION SERVICE	02339	TROUBLESHOOT POWER SURGE - WATER	953.77
VAN BRO'S IRRIGATION INC.	01762	IRRIGATION SERVICES - CITY HALL	386.80
WESTPHALIA MILLING CO.	00480	GRASS SEED ATHL MARK LIME - CEM, PARKS	181.20
WOLVERINE POWER SYSTEMS	02122	BATTERY CHARGER - WASTE WTR	881.89
WOW! INTERNET-CABLE PHONE	02132	STATIC IP - MTR POOL	25.00

CITY OF PORTLAND INVOICE REGISTER

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MARY BECKHOLD	01113	ELECTION - ELECTIONS	152.63
NOREEN LOGEL	01105	WAGES - ELECTION	171.04
YVONNE M. MILLER	00037	WAGES- ELECTIONS	154.69
LINDA BOWER	02417	WAGES -ELECTIONS	143.38
KATHLEEN POHL	01819	WAGES - ELECTION	152.63
LINDSAY SANDS	MISC	REFUND TEE BALL - REC	25.00
KENNETH HORVATH	MISC	HIGH EFFICIENCY PRODUCTS AND HVAC - ELECTRIC	165.00
THE RED TOMATO	MISC	PRESCRIPTIVE PROGRAM - ELECTRIC	116.33
PORTLAND PUBLIC SCHOOLS	MISC	PRESCRIPTIVE PROGRAM - ELECTRIC	1,383.42
Total:			\$153,989.06

**BI-WEEKLY
WAGE REPORT
May 21 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.	11,261.05	227,837.19	2,696.46	65,941.68	13,957.51	293,778.87
ASSESSOR	887.06	24,197.05	67.86	2,448.78	954.92	26,645.83
CEMETERY	3,410.78	67,963.50	318.68	17,503.76	3,729.46	85,467.26
POLICE	11,984.53	323,016.07	3,963.26	102,847.08	15,947.79	425,863.15
CODE ENFORCEMENT	618.99	16,865.64	88.28	3,476.38	707.27	20,342.02
PARKS	2,291.75	43,008.11	240.79	8,240.98	2,532.54	51,249.09
INCOME TAX	2,384.98	47,661.45	607.44	19,411.06	2,992.42	67,072.51
MAJOR STREETS	2,819.85	80,204.52	753.62	36,509.56	3,573.47	116,714.08
LOCAL STREETS	2,240.96	76,978.21	588.34	35,054.99	2,829.30	112,033.20
RECREATION	2,156.71	41,015.77	301.89	10,506.21	2,458.60	51,521.98
AMBULANCE	11,093.91	286,167.52	1,751.95	56,663.02	12,845.86	342,830.54
DDA	2,115.38	56,396.83	305.05	9,711.56	2,420.43	66,108.39
ELECTRIC	14,437.79	420,659.60	2,369.74	127,842.07	16,807.53	548,501.67
WASTEWATER	8,956.33	228,534.05	1,215.34	71,576.71	10,171.67	300,110.76
WATER	5,060.73	124,060.70	1,390.85	49,431.46	6,451.58	173,492.16
MOTOR POOL	1,731.53	61,604.61	373.81	29,789.56	2,105.34	91,394.17
TOTALS:	83,452.33	2,126,170.82	17,033.36	646,954.86	100,485.69	2,773,125.68

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

The Mayor and City Council appreciate your willingness to serve the City of Portland. The purpose of this application form is to provide the Mayor and City Council with information about residents who wish to be considered for appointment to a City Board or Commission. This information will be used by the Mayor and City Council to evaluate candidates. **This information is also available for public review.**

Please print your responses

Date: 5/15/10

Name: Jayne Graham

Address: 625 Kent St PO Box 348

Telephone No. 517-526-7288

E-mail address Jayne-graham@gmail.com (please change to this)

Employer Home Works LLC

Telephone No. 517-647-7554

How long have you lived in the City of Portland?
31 years until 1/2/20

Please mark your choice(s). If you mark more than one, rank your choices by number, with 1 being your first choice, 2 being your second choice, etc.

- Board of Review
- Building Board of Appeals
- District Library Board
- Downtown Development Authority
- Economic Development Corporation Board
- Light and Power Board
- Parks & Recreation Board
- Planning Commission
- Portland Area Municipal Authority
- Tree Management Commission
- Zoning Board of Appeals
- Portland Area Fire Authority

Please tell us about your qualifications. You may respond on a separate sheet of paper. You may also include other information, such as a resume, if you wish.

Several terms on the ZBA

Education

hasn't changed from last application

Are you a high school graduate?

yes

College, University, or other school. State name and degree, certificate, etc., earned.

MTU - BA Liberal Arts 1978
- Scientific & Technical Communication Program

Professional and work experience

32 yrs at home works
several newspapers, daily/weekly, Michigan/Florida

Community activities, interests, and service

ZBA, City Council, Library Building Project

References (optional) Please provide name, address, and telephone number.

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

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Please print your responses.

Date: 5/8/18

Name: Joshua Hinds

Address: 128 Caroline St Portland MI 48875

Telephone No. 517-303-5620

E-mail address jhinds007@aol.com

Employer State of Michigan

Telephone No. _____

How long have you lived in the City of Portland?

Please mark your choice(s). If you mark more than one, rank your choices by number, with 1 being your first choice, 2 being your second choice, etc.

- Board of Review
- Building Board of Appeals
- District Library Board
- Downtown Development Authority
- Economic Development Corporation Board
- Light and Power Board
- Parks & Recreation Board
- Planning Commission
- Portland Area Municipal Authority
- Tree Management Commission
- Zoning Board of Appeals
- Portland Area Fire Authority

Please tell us about your qualifications. You may respond on a separate sheet of paper. You may also include other information, such as a resume, if you wish.

Education Please see resume

Joshua D. Hinds

128 Caroline St. ♦ Portland, MI 48875 ♦ (517)303-5620 ♦ jhinds2002@gmail.com

♦ Driven administrative professional with innovative ideas and a passion for service.♦

Education

Central Michigan University	Mt. Pleasant, MI
Master of Science in Administration, concentration in Health Services Administration	December, 2016
Davenport University	Lansing, MI
Bachelor of Science, Medical Case Management	March, 2013

Work Experience

State of Michigan, Michigan Administration Hearing System for Benefit Service Division

Lansing, MI
2013-present

Departmental Technician

- ♦ Process and schedule administrative hearings for LARA emergency licensing suspensions, adult foster care licensing revocations, child day care licensing revocations, child welfare (foster care) licensing revocations.
- ♦ Process and schedule administrative hearings for the Michigan Central Registry and Medicaid benefit programs.
- ♦ Prepare hearing requests for data entry into the Administration database.
- ♦ Create case file and file per system hierarchy.
- ♦ Run queries in CHAMPS.
- ♦ Proficient with My Caseload (Web base managing system), SharePoint, Bridges, Outlook, Excel, PowerPoint, and Microsoft Word.
- ♦ Assist with help line calls.
- ♦ Process expedite hearing requests.
- ♦ Skilled in utilizing available department and community services and resources.
- ♦ Knowledgeable with record maintenance, report preparation and correspondence related to the work.
- ♦ Ability to maintain favorable public relations.
- ♦ Experienced with the complex eligibility requirements for all Assistance Payments programs.
- ♦ Ability to establish and maintain effective relationships under varied conditions with government officials.
- ♦ Serve as liaison between department and community groups in developing programs, interpreting rules and regulations, and coordinating programs and services.
- ♦ Make recommendations for policy development or change and/or corrective action at the department or field level based on how assessment process is being utilized in the field to maintain fidelity to the model.
- ♦ Prepared recommendations for process improvements or new efforts to support assessment and/or review activities.
- ♦ Evaluate data for State of Michigan beneficiaries and all fraud/abuse related cases in health care.
- ♦ Research of existing agency policies to interpret expectations for the local office in directing delivery of services to customers.

The National Society of Leadership and Success

Hoboken, NJ

Former Advisor Board Peer Mentor

2013-2014

- ♦ Mentored interns to be upcoming leaders.
- ♦ Assisted interns to discover and achieve their goals.
- ♦ Evaluated organizational needs and recommends solutions.

Tri-County Eaton, Clinton, and Ingham Community Mental Health Authority

Lansing, MI

Residential Technician

2006-2013

- ♦ Assisted with the development of two new program sites for autistic adults.
- ♦ Planned, developed, implemented, and maintained program(s) to promote the skills of clients to assist, develop and implement initiatives to allow clients to work within the community.
- ♦ Assisted in daily living skills and created successful treatment environments for developmentally disabled residents.
- ♦ Trained and assisted residents with daily care skills, taught independent living skills, helped residents established interpersonal relationships and integrated in to the community.
- ♦ Prepared and maintained medical records of resident's progress and services performed, reporting changes in conditions to manager and clinical staff.
- ♦ Managed facility budgets and resident's finances for personal and business expenses.
- ♦ Liaison to the consumer by promoting department policies and advocated on behalf of the consumer.
- ♦ Promoted services available from the program to the community and the public in general.

Valley Residential

St. Charles, MI

Direct Support Professional/Shift Leader/Assistant Manager

1999-2006

- ♦ Performed Assistant Manager duties for 3 group/nursing homes in lieu of developmentally disabled residents.
- ♦ Responsible for payroll, purchasing, resident fund management, hiring, training and staff scheduling.
- ♦ Plan resident's activities, assisted residents with goals and objectives.
- ♦ Charted, monitored and updated medication sheets.
- ♦ Implemented compliance with Federal and State rules, laws and guidelines including HIPAA privacy and security requirements and presented surveys to the consumers.
- ♦ Coordinated special procedures with other units, divisions, and departments to assist in developing guidelines to be implemented.
- ♦ Assisted initial service plan report that include individual's, children's, and/or family's history, needs assessment and identification of services to address needs.
- ♦ Worked with the customer to explore successes and strengths and develop treatment.
- ♦ Delegated assignments, authority, and responsibility, to determine where a task can most appropriately be accomplished, and to establish management controls for follow-up.
- ♦ Designed and developed policy and training recommendations and tools for the improvement of service delivery systems including case management and supports coordination.

Internship

Mid-Michigan Guardianship Services Inc.

Lansing, MI

Social Work Intern

January 2013-March 2013

- ♦ Worked with Medicaid and Medicare provider claims.
- ♦ Assisted clients with new Medicare/Medicaid card and social security cards request.
- ♦ Conducted property assessments and cataloged all new residents' belongings.
- ♦ Performed Intermediate Education Programs (IEP) and Personal Center Planning (PCP).
- ♦ Guided new intern upon completion of internship.
- ♦ Made daily visits to hospitals, nursing homes, schools, vocational work-shops, and group homes.
- ♦ Collaborated with public and private agencies to provide services to customers and families.

Community and Professional Affiliations

Special Events Volunteer Committee at Community Mental Health Authority, Local Food Bank Volunteer, Appointed Planning Commissioner for the city of Portland, and Assisting in Developing/Fundraising for the Portland Dog Park.

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

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Please print your responses

Date: MAY 4, 018

Name: JAMES R. LAKIN

Address: 120 BLOSSOM

Telephone No. 517 230-8712

E-mail address _____

Employer RETIRED

Telephone No. _____

How long have you lived in the City of Portland? 3 YRS @ 120 BLOSSOM, PORTLAND
10 YRS @ 6751 IONIA RD PORTLAND, MI

Please mark your choice(s). If you mark more than one, rank your choices by number, with 1 being your first choice, 2 being your second choice, etc.

- Board of Review
- Building Board of Appeals
- District Library Board
- Downtown Development Authority
- Economic Development Corporation Board
- Light and Power Board
- Parks & Recreation Board
- Planning Commission
- Portland Area Municipal Authority
- Tree Management Commission
- Zoning Board of Appeals
- Portland Area Fire Authority

Please tell us about your qualifications. You may respond on a separate sheet of paper. You may also include other information, such as a resume, if you wish.

Education 4 YRS HIGH SCHOOL
3 YRS COLLEGE (MSCI)
VETERAN

Are you a high school graduate? yes (PORTLAND HIGH

College, University, or other school. State name and degree, certificate, etc., earned.

3 yrs college (MSA.)

Professional and work experience

GENERAL CONST, MGR
OWNER OF RESIDENTIAL & COMMERCIAL
& DEVELOPER

Community activities, interests, and service

HABIT FOR HUMANITY - 6 yrs PORTLAND

References (optional) Please provide name, address, and telephone number.

MIKE HIGHLAND

JIM BARNES

TUT GOEMAN

CITY OF PORTLAND
BOARD AND COMMISSION
APPLICATION

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Please print your responses

Date: 5-9-2018

Name: Doug Loge

Address: 858 Maynard

Telephone No. 517-647-7071

E-mail address _____

Employer _____

Telephone No. _____

How long have you lived in the City of Portland? 54 yrs

Please mark your choice(s). If you mark more than one, rank your choices by number, with 1 being your first choice, 2 being your second choice, etc.

- Board of Review
- Building Board of Appeals
- District Library Board
- Downtown Development Authority
- Economic Development Corporation Board
- Light and Power Board
- Parks & Recreation Board
- Planning Commission
- Portland Area Municipal Authority
- Tree Management Commission
- Zoning Board of Appeals
- Portland Area Fire Authority

Please tell us about your qualifications. You may respond on a separate sheet of paper. You may also include other information, such as a resume, if you wish.

Education

Are you a high school graduate?

College, University, or other school. State name and degree, certificate, etc., earned.

Professional and work experience

Community activities, interests, and service

References (optional) Please provide name, address, and telephone number.

Nikki Miller

From: noreply@civicplus.com
Sent: Tuesday, May 8, 2018 4:29 PM
To: Nikki Miller
Subject: Online Form Submittal: Board & Commission Application

Board & Commission Application

Name	Leo Madarang
Date	5/8/2018
Address	232 Kent Street Portland, MI 48875
Phone	8102107071
Email	leomadarang@gmail.com
Employer	Madarang Hoort & Associates
Employer Phone	5176477873
How long have you lived in the City of Portland?	Lived 1 year and worked in Portland 4 Years
Please mark your choice(s).	Downtown Development Authority
If more than one please list them in order.	<i>Field not completed.</i>
Please tell us your qualifications.	<i>Field not completed.</i>
Are you a high school graduate?	Yes
Are you a college graduate?	Yes
List name of the college or university you attended and the level of degree earned.	Michigan State University Bachelor of Arts Thomas M. Cooley Law School - Juris Doctorate
List your professional and work experience.	Attorney
List your community activities, interests and service.	Vice-Chair Portland Area Chamber of Commerce Member of Design and Business Team

References (optional) *Field not completed.*

File Attachment *Field not completed.*

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

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

Held on Thursday, April 19, 2018
In Council Chambers at City Hall

Members Present: Barnes, Gorman, VanSlambrouck, Briggs, Grimminck, Pung, Antaya

Members Absent: None

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

Guests: Mike Judd; Shirley Teachout; Council Member Johnston

Chair Grimminck called the meeting to order at 3:32 P.M.

There was no public comment.

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

All in favor. Adopted.

Motion by VanSlambrouck, supported by Pung, to approve the minutes of the April 19, 2018 with changes as noted by Mayor Barnes.

All in favor. Adopted.

Motion by Briggs, supported by VanSlambrouck, to approve the Treasurer's Report as presented.

All in favor. Adopted.

Member Antaya arrived at 3:35 P.M.

Under Old Business, Director Conner Wellman presented information on the bids submitted for bridge painting, weed control and lamp post painting.

There was discussion of each.

Motion by Barnes, supported by Antaya, to accept the bid from Cook in the amount of \$2,260.00 for bridge painting.

All in favor. Adopted.

Motion by Barnes, supported by Antaya, to accept the bid from Advanced in the amount of \$1,500.00 for weed maintenance in the downtown.

All in favor. Adopted.

In regard to painting the lamp posts, Member Pung suggested transferring the funds from the fund balance rather than using funds designated for façade grants as one of the goals outlined in planning was to increase the focus on façade grants.

There was discussion.

Shirley Teachout, Design Committee Member, stated that with the upcoming sesquicentennial celebration painting the lamp posts was a priority especially as historically there are very few applications submitted for façade grants.

Motion by Pung, supported by Barnes, to use the fund balance for the lamp post painting and to approve the bid from Cook in the amount of \$27, 395 for the same.

There was continued discussion.

City Clerk Miller held a roll call vote.

Antaya – Yes

Pung – Yes

Briggs – Yes

Grimminck – Yes

VanSlambrouck – Yes

Barnes – Yes

Gorman – Yes

All in favor. The motion passes.

Under New Business, Director Conner Wellman noted the resignation of Randy Hodge from the DDA.

Director Conner Wellman presented information on the AmeriCorp Vista Grant that was award to the DDA.

Director Conner Wellman and Board Members presented the newly developed work plans for Fiscal Year 2018-2019.

There was discussion about Façade Improvement Projects and whether the amount granted for facades should be increased and who would take on the project of developing a new plan for façade grants.

Under the Director Report, Director Conner Wellman stated that she continues to meet with various groups in the community to increase her community engagement and that she attended extensive trainings throughout the month of March.

Under Board Member Comments, Member Antaya stated that the new owners of RCP will hold an open house on Tuesday, April 24, 2018.

City Manager Gorman stated that the donation of property at the corner of Divine Hwy. and Grand River Ave. from ADM Alliance Nutrition to the City of Portland is nearly complete.

Motion by VanSlambrouck, supported by Antaya, to adjourn the meeting at 4:50 P.M.

All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary

City Of Portland/Portland Township/Danby Township

Community Clean Up

May 5, 2018

Loads Received: 248

City of Portland 138 or 56%

Portland Township 62 or 25%

Danby Township 48 or 19%

Dumpsters Filled: 18 - 30yd containers at \$365.00=\$6,570

Electronics: 109 televisions Total cost for day \$1,940.00

Scrap Metal: 21,240 lbs.

Total Cost:	Containers:	\$6,570.00
	Electronics	\$1,940.00
	Wages:	\$2,138.44
	Equipment:	<u>\$413.94</u>
	Total:	\$11,062.38

2017 COMMUNITY CLEAN-UP SUMMARY
 City of Portland, Portland Township, and Danby Township

21 – 30 yd. Dumpsters Filled
 110 Televisions

Waste Hauling and Disposal Charges from Granger	\$ 7,665.00
Wages	\$ 2,202.94
Equipment Costs	\$ 506.64
Recycle Ionia	\$ 1,950.00
Portland Iron & Metal	(\$ 967.20)
Total Clean Up Costs	\$ 11,357.38

	City of Portland	Portland Township	Danby Township	Total
<u>Loads Received 5/6/17</u>	<u>148</u>	<u>88</u>	<u>53</u>	<u>289</u>
TOTAL	148	88	53	289
Percentage of Total	51%	31%	18%	100%
Allocated Cost	\$5,792.28	\$3,520.78	\$2,044.32	

<u>HISTORICAL COMPARISON OF CLEAN-UPS</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Loads Received	510	484	426	393	307	289
Dumpsters Filled	27	28	25	26	28	21
Loads of Brush	0	3	-	-	-	-
Automobile Batteries	4	0	-	-	-	-
Gallons of used oil	25	36	-	-	-	-
Waste Hauling and Disposal Cost	\$9,855.00	\$10,975.00	\$10,190.00	\$ 9,490.00	\$10,420.00	\$7,665.00
Wages	\$2,093.99	\$ 3,188.40	\$ 1,910.41	\$ 1,802.37	\$ 1,943.02	\$2,202.94
Equipment Costs	\$ 336.36	\$ 455.38	\$ 599.76	\$ 592.19	\$ 1,090.64	\$ 506.64
Vintage Tech Recyclers	(\$ 284.42)	(\$ 258.24)	(\$ 283.04)	\$ 2,300.00	\$ 3,650.30	\$1,950.00
Portland Iron & Metal	(\$1,750.00)	(\$ 1,379.45)	(\$ 1,221.44)	(\$ 728.62)	(\$ 494.62)	(\$ 967.20)
Total Clean Up Costs	\$10,250.93	\$12,981.09	\$11,195.69	\$13,455.94	\$16,609.34	\$11,357.38

**Special Election
Portland Public Schools
Bonding Proposal
May 8, 2018**

	Precinct #1	Total	% of vote	Ionia County Total
Yes	464	464	77.85%	1333
No	130	130	21.81%	413
Voters	594			1746

596 Voters 2713

22%
Voter Turnout

256 Absentee Voters



CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

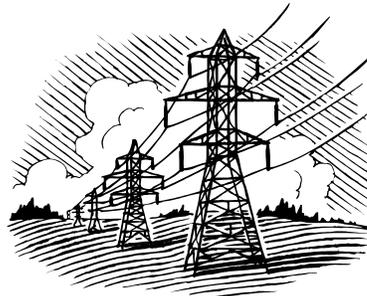
May 1, 2018
April 1-30, 2018

HYDRO GENERATION	170,214		
DIESEL PRODUCTION	0		
Kwh Purchased	2,696,415	Amount Paid	\$ 154,146.46
Total Kwh Purchased	2,866,629	Total Dollars Paid	\$ 154,146.46

Kwh Billed		Dollars Billed	
Residential	1,256,881	PCA Billed	\$ 24,384.91
Commercial	668,469	Residential	\$ 134,013.45
Large General	699,060	Residential EO Charge	\$ 2,278.44
City St. Lites Metered	26,910	Geothermal Discount	\$ (239.07)
St. Lites Unmetered		Commercial	\$ 71,499.92
Rental Lights		Commercial/LG EO Charge	\$ 2,432.97
Demand	2,156	Large General	\$ 48,463.74
		Large EO Charge	\$ 18.40
		City St. Lights Metered	\$ 2,273.14
		St. Lights Unmetered	\$ 1,543.05
Total Kwh Billed	2,653,476	Rental Lights	\$ 253.24
		Demand	\$ 12,658.85
Arrears after billing	\$ 15,337.04	Tax	\$ 11,311.99
Penalties Added	\$ 1,410.79		
Arrears end of month	\$ 33,273.91	Total Dollars Billed	\$ 310,893.03
Fuel Cost Billed	\$ 13,688.85		
Amount Collected	\$ 302,962.55	Power Cost Adj.	.00929
Total Adjustments	\$ 1,466.61		

Residential Customers	2,233
Commercial Customers	329
Large General	15
Total Customers	2,577

05/02/18



CITY OF PORTLAND
May-18

WATER DEPARTMENT REPORT

MONTH	Apr-18	PERIOD COVERED	April 1-30, 2018
Customers Billed		Penalties Added	\$ 273.79
City	1,825	Dollars Collected	\$ 46,008.87
Rural	24	Arrears at end of Month	\$ 3,910.89
Total Customers	1,849	Adjustments	\$ 72.91
		Gallons Pumped	11,279,100
		Hydrant Flusing/Rental (unmetered)	1,200,000 (hydrant flushing)
Gallons Billed		Dollars Billed	
City	9,550,510		\$ 50,008.81
Rural	146,347		\$ 1,562.33
Total	<u>9,696,857</u>		<u>\$ 51,571.14</u>

SEWER DEPARTMENT REPORT

Customers Billed	1,784	Dollars Billed	\$79,661.67
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 79,661.67

Penalties Added	\$ 431.85
Dollars Collected	\$ 70,594.80
Arrears at end of Month	\$ 8,819.39
Adjustments	\$ 118.39
Gallons Treated per Million	11.20





To the Members of the City Council
City of Portland
Portland, Michigan

We are engaged to audit the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Portland for the year ending June 30, 2018. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibilities under U.S. Generally Accepted Auditing Standards and *Government Auditing Standards*

As stated in our engagement letter dated August 1, 2017, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we will consider the internal control of the City of Portland. Such considerations are solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will also perform tests of the City of Portland's compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit.

Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free from material misstatement. As part of our audit, we will consider the internal control of the City. Such considerations will be solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control. We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to the management's discussion and analysis, budgetary comparison information, and pension and OPEB schedules, which supplement the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have been engaged to report on the other supplementary information, which accompanies the financial statements but is not RSI. Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Planned Scope and Timing of the Audit

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the City and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the City or to acts by management or employees acting on behalf of the City. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We expect to begin our year-end audit procedures in September 2018 and issue our report on or before December 31, 2018. Steven R. Kirinovic, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of the City Council and management of the City of Portland and is not intended to be, and should not be, used by anyone other than these specified parties.

Stevens Kirinovic & Tucker, P.C.

STEVENS, KIRINOVIC & TUCKER, P.C.
Certified Public Accountants

May 15, 2018

**IONIA COUNTY BOARD OF COMMISSIONERS
Committee-of-the-Whole**

**May 15, 2018 - 3:00 p.m.
Conference Room – Central Dispatch Building**

AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Invocation
- IV. Approval of Agenda
 - A. Consideration of additional items
- V. Public Comment
(3 minute time limit per speaker - please state name/organization)
- VI. Unfinished Business
 - A.
- VII. New Business
 - A. Public Health Report
 - B. 2018 Pension Review - Paul Spoelstra, Milestone Wealth Management
 - C. Actuarial Valuation Report Presentation - Chris Veenstra, Watkins Ross
 - D. Road Commission Semi Annual Report
 - E. Departmental Reports
 - 1. Friend of the Court
 - 2. Treasurer
 - 3. Central Dispatch
 - 4. Animal Shelter
- VIII. Reports of Officers, Board and Standing Committees
 - A. Chairperson
 - B. Commissioners
 - C. County Administrator
- IX. Reports of Special or Ad Hoc Committees
- X. Closed Session
- XI. Adjournment

IONIA COUNTY BOARD OF COMMISSIONERS

May 22, 2018 - 7:00 p.m.

Conference Room – Central Dispatch Building

AGENDA

I. Call to Order

II. Pledge of Allegiance

III. Invocation

IV. Approval of Agenda

- A. Consideration of additional items

V. Public Comment

(3 minute time limit per speaker – please state name/organization)

VI. Did You Know?

VII. Action on Consent Calendar

- A. Approve minutes of the previous meeting(s)
B. Approve per diem and mileage
C. Approve payment of General Fund payroll and accounts payable for the month of April 2018 - \$1,029,565.56
D. Approve payment of Health Fund bills - \$\$85,562.45
E.

VIII. Unfinished Business

- A. Appointments
1. Land Bank Authority – Fill vacancy expiring April 2021
2. Parks Advisory Board – Fill vacancy expiring January 2019
3. Community Corrections Advisory Board – Fill vacancy for Business Community Representative
B. Acceptance of 2018 Investment Policy Statement

IX. New Business

- A. Request to fill Assistant Prosecuting Attorney position
B. Request for reclassification of Assistant Prosecuting Attorney position
C. Ratify approval of installation of signal enhancement system for new facility
D. Website redesign
E. Adoption of 2019 Budget Calendar
F.

X. Reports of Officers, Boards, and Standing Committees

- A. Chairperson
- B. County Administrator

XI. Reports of Special or Ad Hoc Committees

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

XIII. Closed Session

XIV. Adjournment

Board and/or Commission Vacancies

- Board of Public Works – One three-year term expiring January 2021.
- Community Corrections Advisory Board – One term with no set expiration date – This position serves as a Business Community Representative.
- Construction Board of Appeals – Two two-year terms, expiring October 2019. One of these positions serves as an alternate member.
- Land Bank Authority – One three-year term expiring April 2021.
- Parks Advisory Board – Two two-year terms expiring January 2019, one which serves as a Member-at-Large from the Lyons Area, and one which serves as a General Public Representative.
- West Michigan Regional Planning Commission Comprehensive Economic Development Strategy Committee – One one-year term, expiring December 2018.

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

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

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION**

**NOTICE OF HEARING
FOR THE ELECTRIC
CUSTOMERS OF
CONSUMERS ENERGY
COMPANY
CASE NO. U-20102**

- Consumers Energy Company requests Michigan Public Service Commission's approval of determining a going-forward reduction in its rates (Credit "A") to reflect the effects of the federal Tax Cuts and Jobs Act of 2017.
- The information below describes how a person may participate in this case.
- You may call or write, Consumers Energy Company, One Energy Plaza, Jackson, MI 49201-2276 for a free copy of its application. Any person may review the application at the offices of Consumers Energy Company.
- The prehearing conference in this matter will be held:

DATE/TIME: **Wednesday, May 23, 2018, at 9:00 A.M.**

BEFORE: Administrative Law Judge Sharon L. Feldman

LOCATION: Michigan Public Service Commission
7109 West Saginaw Highway
Lansing, Michigan 48917

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 hearing to consider Consumers Energy Company's (Consumers Energy) April 30, 2018 application for determination of Credit A to reflect the effects of the federal Tax Cuts and Jobs Act of 2017. Consumers Energy requests Commission to: 1) approve the Credit A surcharges as presented; 2) direct that the Credit A surcharge proposed in relation to Consumers Energy's electric base rates terminate immediately once base rates reflecting the current tax impacts of the TCJA on Consumer Energy's current federal income tax expense and revenue multiplier for its electric utility business are set in a pending or subsequent electric rate case; and 3) grant other relief.

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

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by **May 16, 2018**. (Petitions to intervene may also be filed using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's attorney, Michael C. Rampe, One Energy Plaza, Jackson, MI 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 Commission's Rules of Practice and Procedure 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 Company's request may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and Parts 1 & 4 of the Michigan Administrative Hearing System's Administrative Hearing Rules, Mich. Admin Code, R 792.10101 through R 792.10137, and R 792.10401 through R 792.10448.

[CONSUMERS ENERGY COMPANY HAS REQUESTED RATE ADJUSTMENTS AND OTHER PROPOSALS DESCRIBED IN THIS NOTICE. THE MICHIGAN PUBLIC SERVICE COMMISSION MAY GRANT OR DENY THE REQUESTED RATE ADJUSTMENTS AND OTHER PROPOSALS, IN WHOLE OR IN PART, AND MAY GRANT LESSER OR GREATER ADJUSTMENTS THAN THOSE REQUESTED, AND MAY AUTHORIZE A LESSER OR GREATER RATE FOR ANY CLASS OF SERVICE THAN THAT REQUESTED.]