



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

7:00 P.M. Monday, November 2, 2020
City Council Chambers
City Hall, 259 Kent St, Portland, MI 48875

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:00 PM	I. <u>Call to Order</u>	Decision
7:01 PM	II. <u>Pledge of Allegiance</u>	
7:02 PM	III. <u>Acceptance of Agenda</u>	
7:03 PM	IV. <u>Public Comment</u> (5-minute time limit per speaker)	
7:08 PM	V. <u>City Manager Report</u>	
7:15 PM	VI. <u>Presentations</u> A. DDA Director ConnerWellman – Downtown Report	
	VII. <u>Public Hearing(s)</u> - None	
	VIII. <u>Old Business</u> - None	
7:20 PM	IX. <u>New Business</u> A. Proposed Resolution 20-62 Approving the DDA’s Splash Pad and William Toan Park Improvement Project and Fleis & VandenBrink’s Proposal to Provide Engineering Services	Decision
7:25 PM	B. Proposed Resolution 20-63 Approving Fleis & VandenBrink’s Proposal to Provide Construction Engineering Services for the Safe Routes to School Project	Decision
7:30 PM	C. Proposed Resolution 20-64 Approving a Capacity Purchase for the Board of Light & Power through the Michigan Public Power Agency	Decision
7:35 PM	X. <u>Consent Agenda</u> A. Minutes & Synopsis from the Regular City Council Meeting on October 19, 2020 B. Payment of Invoices in the Amount of \$181,462.86 and Payroll in the Amount of \$115,046.66 for a Total of \$296,509.52 C. Purchase Orders over \$5,000.00 1. Fleis & VandenBrink in the Amount of \$13,634.38 for Construction Administration for the Grand River Small Urban Project 2. State of Michigan in the Amount of \$14,427.09 for Payment on the Grand River Avenue Small Urban Project 3. Resco in the Amount of \$17,396.03 for a MVI Vault Interrupter	Decision

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:40 PM	XI. <u>Communications</u> A. Merit Award Summary – 2020 B. DDA Minutes for September 28, 2020 C. Utility Billing Reports for September 2020	
7:45 PM	XII. <u>Other Business</u> – None	
7:50 PM	XIII. <u>City Manager Comments</u>	
7:55 PM	XIV. <u>Council Comments</u>	
	XV. <u>Adjournment</u>	Decision

PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 20-62

A RESOLUTION APPROVING THE DDA’S SPLASH PAD AND WILLIAM TOAN PARK IMPROVEMENT PROJECT AND FLEIS & VANDENBRINK’S PROPOSAL TO PROVIDE ENGINEERING SERVICES

WHEREAS, the Downtown Development Authority (DDA), as a component unit of the City of Portland, plans to construct a splash pad and park improvements at William Toan Park (the “Project”) in accordance to its tax increment finance plan with estimated construction cost of \$491,000.00; and

WHEREAS, Fleis and VandenBrink has proposed to provide engineering services for the Project in the amount of \$55,000.00 as outlined in the attached Exhibit A.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves the DDA’s Splash Pad and William Toan Park Improvements Project and Fleis and VandenBrink’s proposal to provide engineering services 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: November 2, 2020

Monique I. Miller, City Clerk

City of Portland

William Toan Park Improvements Engineer's Opinion of Probable Construction Cost



Project No.: 1100
By: JWM/RWS
Date: 10/15/2020

			Rendering Option 7.23.20		
ITEM	DESCRIPTION	UNIT	EST QTY	EST UNIT PRICE	EST TOTAL
General Items					
	General Conditions, Bonds & Insurances (5%)	LS	1	\$ 20,800	\$ 20,800
	Temporary Soil Erosion & Sedimentation Controls	LS	1	\$ 2,500.00	\$ 2,500
	Remove Northern Playground Equipment	LS	1	\$ 1,000.00	\$ 1,000
	Tree, Relocate	Ea	2	\$ 500.00	\$ 1,000
	Bike Station, Relocate	LS	1	\$ 1,000.00	\$ 1,000
	Steel Sculpture, Relocate with Concrete Foundation	LS	1	\$ 10,000.00	\$ 10,000
	Wood Pole Removal and Lighting Modifications (by BLP)	LS	1	\$ -	\$ -
	Restroom Renovations (by Parks Dept.)	LS	1	\$ -	\$ -
	Riverbank Cleanup and Stabilization	Syd	500	\$ 40.00	\$ 20,000
	Grass Restoration	Syd	1,000	\$ 5.00	\$ 5,000
	Earthwork and Grading	LS	1	\$ 25,000.00	\$ 25,000
	Storm Sewer Repairs and Improvements	LS	1	\$ 10,000.00	\$ 10,000
Playground Items					
	Relocate Existing Playground Equipment	LS	1	\$ 10,000.00	\$ 10,000
	Play Area Curbing	Ft	400	\$ 25.00	\$ 10,000
	Play Area Rubber Surface - Universal Access	Sft	2,720	\$ 14.00	\$ 38,080
	21AA Aggregate Under Rubber Surface	Cyd	100	\$ 60.00	\$ 6,000
Splash Pad Items					
	Splash Pad Water Feature - U.A. with 1,160sft Concrete	LS	1	\$ 125,000.00	\$ 125,000
	6" PVC Drain	Ft	100	\$ 20.00	\$ 2,000
	Water Service	Ft	80	\$ 40.00	\$ 3,200
	Electric Service (by BLP)	LS	1	\$ -	\$ -
	Brass Drain	Ea	3	\$ 500.00	\$ 1,500
	Water Meter Pit	LS	1	\$ 2,000.00	\$ 2,000
	Connect to Storm Sewer	LS	1	\$ 1,000.00	\$ 1,000
Other Items					
	River Trail Resurfacing	Syd	400	\$ 30.00	\$ 12,000
	Seat Walls	Ft	100	\$ 200.00	\$ 20,000
	Shade Sails	Ea	4	\$ 5,000.00	\$ 20,000
	Donor Recognition Allowance	LS	1	\$ 2,000.00	\$ 2,000
	Observation Deck	LS	1	\$ 40,000.00	\$ 40,000
	Outdoor Fireplace	LS	1	\$ 20,000.00	\$ 20,000
	Concrete Sidewalk, 4 inch	Sft	3,500	\$ 4.00	\$ 14,000
	Pavilion Enhancement	LS	1	\$ 8,000.00	\$ 8,000
	Landscaping Allowance	LS	1	\$ 5,000.00	\$ 5,000

Subtotal Estimated Construction Costs (Rounded): \$ 436,000
 Undeveloped Details and Construction Contingencies (~12%): \$ 55,000
 Estimated Engineering and Administrative Costs (~12%): \$ 55,000
Total Estimated Project Cost: \$ 546,000

The Design Professional has no control over costs or the price of labor, equipment or materials, or over the Contractor's method of pricing. Bid prices may vary significantly based on these factors and market conditions at time of bid.

October 27, 2020

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

RE: Engineering Services for William Toan Park Improvements

Tutt,

We understand that the City is ready to proceed with design for improvements at William Toan Park based on our most recent conceptual plans and cost estimate dated October 15, 2020. The significant items of work are as follows:

- Relocation of various existing site improvements (bike station, steel sculpture, etc.)
- Construction of a new splash pad water feature
- Replacement of outdated playground equipment and relocation of the primary playground equipment with new play surfaces
- Electric modifications by the Board of Light and Power
- Construction of a new observation deck along the Grand River and riverbank cleanup/restoration
- Installation of seat walls and shade sails around various park areas
- Construction of a new outdoor fireplace feature
- Berm grading and landscaping
- Concrete sidewalk construction
- River trail restoration
- Site restoration and cleanup

We understand that the City desires to construct the improvements in 2021. To meet that goal, design work should begin soon to allow proper time for design, permitting and bidding activities. As such, we have prepared the attached Work Plan for engineering services on this project. We propose to complete the scope of services described in the Work Plan at our standard hourly rates plus reimbursable expenses in accordance with the following budget:

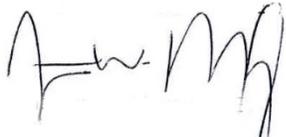
Task	Budget
Preliminary Design	\$23,400
Final Design and Permitting	\$6,200
Bidding Assistance	\$1,800
Construction Engineering	\$23,600
Total Proposed Engineering Budget	\$55,000

Our construction engineering budget assumes a 6-week construction period with an average of 20 hours of on-site observation and testing per week, anticipating that this project will be constructed concurrently with the Safe Routes to School project.

Authorization to proceed can be given by returning a signed copy of the enclosed Professional Services Agreement. We look forward to continuing our work with you on this project and look forward to seeing this great improvement for the community! Please feel free to contact us with any questions.

Sincerely,

FLEIS & VANDENBRINK



Jonathan W. Moxey, P.E.
Project Manager

Encl.

Cc: Tina Conner Wellman, Executive Director, Portland DDA

WORK PLAN

Preliminary Design Phase

1. Meet with City and DDA representatives to review the project background, scope, schedule and budget.
2. Obtain a topographic survey for the design of the improvements, including the existing park features, riverbank area, and related site features.
3. Request mapping of the project area from private utilities.
4. Complete preliminary design for the improvements based on the conceptual plan and renderings prepared in August 2020.
5. Prepare preliminary plans for the improvements. We anticipate the plans to consist of the following:
 - a. Cover sheet
 - b. Removal plan
 - c. Site improvements plan
 - d. Landscape plan
 - e. Construction details
6. Prepare preliminary project specifications and cost estimate for the project.
7. Meet with City and DDA representatives to review the preliminary design.

Final Design & Permitting Phase

1. Complete final design, incorporating comments received from review of the preliminary design.
2. Coordinate utility relocation issues, if any, in conjunction with the final plan preparation.
3. Prepare updated estimate of probable construction cost and specifications.
4. Prepare and submit permit applications on behalf of the City. Based on the scope of improvements, we anticipate obtaining a Soil Erosion & Sedimentation Control permit from the Ionia County Drain Commissioner and a permit from Michigan Department of Environment, Great Lakes, and Energy (EGLE) for work along the Grand River.

Bidding Assistance

1. Prepare and submit the advertisement for bids. Contact potential bidders directly with the advertisement and place the advertisement with plan rooms and trade organizations.
2. Assemble bidding documents and distribute electronic (PDF) copies to regional plan rooms.
3. Produce and issue bidding documents (electronic and hard copy) to prospective bidders out of our Grand Rapids office.
4. Assist during the bid phase by answering questions and providing supplemental information, if necessary.
5. Conduct a public bid opening to be held at City Hall.

6. Tabulate and review the bids received, evaluate references and provide a Recommendation of Award to the City.

Construction Phase

1. After award by the City, review bonds and insurance certificates provided by the successful bidder for conformance with the specifications. Prepare construction contracts for City signature. After contracts have been executed, prepare the Notice to Proceed.
2. Schedule and attend the pre-construction meeting with the City, Contractor and utility companies, as appropriate. Prepare and distribute meeting minutes.
3. Provide project administration and engineering consultation throughout the construction period. For budgeting purposes, we have assumed a 6-week construction period. Tasks will include:
 - a. Review shop drawings and other project submittals.
 - b. Review contractor pay applications and, if appropriate, submit a recommendation to the City for payment.
 - c. Prepare contract change orders, as necessary, and submit recommendation to the City for approval.
 - d. Maintain project records.
4. Provide construction staking for the improvements. Based on the project scope, we have assumed two staking trips in our budget.
5. Provide on-site observation and materials testing during project construction activities. Based on the anticipated project schedule, we have included 6 weeks of observation and testing time at an average of 20 hours per week. The field technician's duties will include:
 - a. Provide record keeping of construction activities.
 - b. Address complaints filed with the City, if any.
 - c. Provide on-site density testing of soils and concrete.
 - d. Coordinate off-site materials testing as required (sieve analysis for sand and gravel, concrete cylinder breaks, etc.). We have included an allowance for off-site testing in our budget.
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. Prepare record drawings of the constructed improvements.
8. Coordinate final payment with release of retainage and contract closeout.

PROFESSIONAL SERVICES AGREEMENT

FLEIS & VANDENBRINK ENGINEERING, INC.
2960 Lucerne Drive SE, Grand Rapids, Michigan 49546
P: 616.977.1000 F: 616.977.1005

This Professional Services Agreement ("PSA") is entered into between Fleis & VandenBrink Engineering, Inc. ("Engineer") and the **City of Portland**, whose address is **259 Kent Street, Portland, MI 48875**, ("Owner") where Engineer agrees to provide services for Owner and Owner agrees to pay Engineer, all in accordance with the terms of this PSA.

DESCRIPTION OF PROJECT AND SCOPE OF SERVICES: The description of the Project ("Project") and the scope of services ("Services") provided under this PSA is as follows: ***Engineering Services for William Toan Park Improvements***

AGREEMENT DOCUMENTS: All obligations covered under this PSA are governed by the Agreement Documents, which specifically include this PSA and all of the following documents, which are all incorporated herein by reference:

Engineer's proposal / letter dated **October 27, 2020**.
Provisions – Construction Observation

COMPENSATION OF ENGINEER:

This contract is an Hourly Fee contract plus 1.1 times reimbursable expenses with an Estimated Fee of **\$55,000**.

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

Owner shall Pay Engineer for all Services and reimbursable expenses on a monthly basis or as otherwise stated herein which shall be due and payable within fifteen (15) calendar days of presentation of the invoice. Invoices shall be past due fifteen (15) calendar days after presentation, and shall then incur interest at the rate of **7%** per annum, or the highest rate permitted by law, whichever is lower. Reimbursable expenses include the cost of subconsultants.

PAYMENT. If Owner fails to make any payment when due, Engineer may suspend performance of Services hereunder until all past due amounts and accrued interest are paid. Engineer shall have no liability of any type as a result of suspension of services caused by Owner's failure to pay. The suspension of Services shall not limit any other remedy available to Engineer.

If Owner objects to any portion of an invoice, Owner shall notify Engineer in writing within seven (7) calendar days of presentation. Owner shall identify the disputed charges and shall pay when due that portion of the invoice not in dispute. If the disputed amount of the invoice is resolved in Engineer's favor and not paid by the invoice due date, interest as stated in the agreement shall be paid by Owner on the disputed amount from the original due date.

The Owner's Payment of Engineer's invoices shall not be subject to any right of setoff, and payment shall be due regardless of suspension or termination of this Agreement by either party. If any payment obligation is not paid when due, Owner agrees to pay all costs of the collection, including actual attorney's fees through all levels of appeal, whether or not a legal proceeding for collection is commenced as part of the collection process.

OWNER REPRESENTATIVE. The Owner's representative for this Project shall be **the City Manager** who shall have complete actual authority on behalf of the Owner and its governing body to make all decisions in connection with the PSA.

OWNER RESPONSIBILITIES. The Owner shall timely furnish, at the Owner's expense, all information, requirements, reports, data, surveys and instructions required by this Agreement. The Engineer may use such information, requirements, reports, data, surveys and instructions in performing its services and is entitled to rely upon the accuracy and completeness thereof. The Engineer shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided by the Owner and/or the Owner's Engineers and contractors.

CHANGES. For all services that were completed due to changes to the Description of the Project and/or the Scope of Services, Engineer shall be paid by Owner on an hourly basis at Engineer's customary hourly rates, plus 1.1 times reimbursable expenses, unless otherwise negotiated. If the construction period extends beyond the contracted period in the Scope of Services or the contracted completion date, all services of Engineer thereafter shall continue to be performed and shall be paid by Owner on an hourly basis plus 1.1 times reimbursable expenses. Owner understands and accepts that field techniques and analytical capabilities are evolving and that the standards and regulations are subject to rapid change such that currently acceptable investigative approaches and techniques may become superseded after the time of the signing of this PSA. Such changes will constitute changed conditions requiring adjustment in the Services and Engineer's Compensation.

DELAYS. Engineer shall not be responsible to Owner for any delay of any type or kind unless caused in whole by Engineer.

CONSULTANTS. Engineer may engage Consultants and subcontractors to perform, in its sole discretion, all or any portion of the Services.

COST ESTIMATES. Engineer has no control over the costs of labor and material for construction or over competitive bidding and market conditions. All cost estimates provided by Engineer are based on Engineer's experience and are considered opinions of probable cost. Engineer does not warrant the accuracy of any cost estimate. If project costs exceed the Owner's expectations and the Owner decides to re-design or re-bid any or all portions of the Work, all re-design, re-bid or other services provided by Engineer shall be paid by Owner on an hourly basis at Engineer's customary hourly rates, plus 1.1 times reimbursable expenses.

INDEMNITY. Owner indemnifies, defends and holds harmless Engineer and its agents, consultants and employees, from and against any claim, injury, damage, cost, expense or liability, regardless of the legal theory, including actual attorneys' fees, whether arising before, during or after completion of Services performed under the PSA, caused by, arising out of, resulting from or occurring in connection with the performance of the Services or any activity associated with the Services, whether or not caused in part by the active or passive negligence or other fault of Engineer excepting only injury to person or damage to property caused by the sole negligence of Engineer. In the case of claims against Engineer or any of its consultants, agents or employees by anyone for whose acts Owner may be liable, this indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable under workers' compensation acts and/or disability benefit acts. This indemnity includes, but is not limited to, any claims resulting from interpretation of or changes to the documents prepared as a result of this PSA. This indemnity survives termination of this PSA.

In addition to the indemnity provided herein by Owner, Owner shall indemnify and hold harmless Engineer and its officers, directors, partners, agents, employees and consultants from and against any and all claims, costs, losses, and damages (including but not limited to all fees and charges of Engineer, architects, attorneys and other professionals, and all court, arbitration, or other dispute resolution costs) caused by, arising out of, relating to or resulting from any and all environmental contamination on the Project.

Engineer, to the extent covered by insurance, indemnifies, defends and holds harmless Owner and its agents and employees, from and against any claim, injury, damage, cost, expense or liability, arising out of or relating to the Services provided by Engineer for the Project, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or injury to or destruction of tangible property other than the work itself, but only to the extent caused solely by any negligent act or omission of Engineer or Engineer's officers, directors, partners, employees or consultants.

To the fullest extent permitted by law, a party's total liability to the other party under the terms and conditions of this PSA including any indemnity, as well as to anyone claiming by, through or under the other party, for any cost, loss, or damages caused in part by the negligence of the party and in part by the negligence of the other party, and any other negligent entity or individual, shall not exceed the percentage share that the party's negligence bears to the total negligence of all of the responsible parties.

PERFORMANCE STANDARDS. The Engineer shall perform its services consistent with the professional skill and care ordinarily provided by other engineers performing similar services in the same or similar locality under the same or similar circumstances. The Engineer shall perform its services as expeditiously as is consistent with such skill and care and the orderly progress of the Project.

MUNICIPAL ADVISOR. Engineer's services do not include (1) serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission, or (2) advising Owner, or any municipal entity or other person or entity, regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances.

LIMITATION OF LIABILITY. Engineer shall not be liable for any claim, damage, cost, expense or other liability not caused by negligent acts, errors or omissions of Engineer. The total liability of Engineer under any legal theory whatsoever, in the aggregate, as well as any claimed liability of Engineer's officers, directors, employees, or agents or consultants, for any claims arising out of the PSA, shall not exceed the fees actually paid by the Owner for the particular Service which forms the basis of the claimed liability.

Engineer makes no warranties, express or implied, with respect to the Services under the PSA, and disclaims any liability for implied warranties of any type or kind, including but not limited to implied warranties of fitness or merchantability, and disclaims any liability for special or consequential damages of any type or kind. Within these limitations, Engineer shall not be liable in any way for errors, omissions or negligence unless caused by the sole and exclusive negligence of Engineer. For all PSAs which involve multiple projects or general consultations, or various services for various projects over a period of time, liability shall not exceed the fee actually paid by the Owner for the particular Services on the specific Project or consultation or assignment which forms the basis of the claimed liability and any statute of limitations shall commence upon the completion of the task giving rise to the claim, not the last unrelated service provided under the PSA for general consultation services. To the extent that Engineer may be found liable under the terms of this paragraph, and only to such extent, Engineer's liability shall not exceed the percentage share of Engineer's responsibility.

INSURANCE. Upon Owner's request, Engineer will furnish Owner with a written statement of insurance coverage. No oral representations regarding insurance shall be binding.

SITE ACCESS. Owner shall be solely responsible for obtaining all site access, easements, and permission from third party property owners for Engineer to access the site to perform the Services herein. Owner is solely responsible for any claims arising from the disturbance of surface or subsurface soil or water conditions caused by the performance of Engineer's Services, excepting damages caused by the sole negligence of Engineer. Engineer will take reasonable precautions to avoid damage to underground structures and utilities. Owner indemnifies Engineer from any damage caused by or to underground structures and utilities not called to Engineer's attention, all in accordance with the indemnity provisions herein. Owner shall provide Engineer with a list of all known hazardous substances on site and a list of protective measures in case of exposure, all in compliance with the current Federal, State and Local Right to Know laws and Federal Hazard Communication Standards.

SHOP DRAWINGS AND SUBMITTALS. If shop drawing or submittal review is part of the Services Engineer provides, Engineer will review the shop drawings and submittals only for conformance with the design concept of the project and compliance with the Contract Documents. Unless specifically indicated in writing, this PSA does not include the preparation of record drawings.

REJECTION OF WORK. In the event that the Scope of Services includes construction phase services in the form of site observation, then Engineer shall have the authority to reject any work which is not, in the judgment of the Engineer, in conformance with the Contract Documents, Plans and Specifications. Neither this authority nor Engineer's good faith judgment to reject or not reject any work shall subject Engineer to any liability or cause of action to any contractor, subcontractor, supplier, or Owner on the Project.

SPREAD OF CONTAMINATION. Owner understands and agrees that Engineer shall not be responsible for any claims or damages which may arise as a result of or from the spread of contamination caused by drilling, sampling or any other activity unless such spread or contamination is substantially caused by the negligence of Engineer. To the extent that Engineer may be found liable under the terms of this Paragraph, and only to such extent, Engineer's liability shall not exceed the percentage share of Engineer's responsibility.

FAILURE TO ENCOUNTER HAZARDOUS MATERIALS. Owner understands that the failure to discover hazardous materials does not guarantee that; (1) hazardous materials do not exist at the project site, and/or (2) that a non-contaminated site may later become contaminated. Although Engineer will use reasonable care and a level of skill ordinarily exercised by members of the profession currently practicing in the city, municipality or political subdivision where the Project is located under similar conditions, Owner agrees that Engineer shall not be responsible for the failure to detect the presence of hazardous materials through techniques and practices commonly used for those purposes.

PERMITS AND APPROVALS. Unless otherwise specifically stated in the Scope of Services, obtaining permits and approvals for the Project is the responsibility of the Owner. For an additional fee, Engineer may assist the Owner provided the assistance shall consist of completing and submitting forms as to the results of certain work included in the Scope of Services and the assistance does not include special studies, special research, attendance at meetings with public authorities, special testing or special documentation not normally required for similar projects. If Engineer participates in any way with any permitting process, Engineer provides no guaranty or warranty that any permits or approvals will be provided. Owner shall pay Engineer for all fees and reimbursable expenses under this PSA regardless of the outcome of approval or denial of permits or other approvals.

ADA AND CODE COMPLIANCE. The Americans with Disabilities Act ("ADA") provides that alterations to a facility must be made in such a manner that, to the maximum extent feasible, the altered portions of the facility are accessible to persons with disabilities. The Owner acknowledges that the

requirements of the ADA will be subject to various and possibly contradictory interpretations. To the extent applicable, the Engineer will use its reasonable professional efforts and judgment to interpret applicable ADA requirements and other federal, state and local laws, rules, codes, ordinances and regulations as they may apply to the Project. The Engineer does not warrant or guarantee that the Project will comply with all interpretations of the ADA requirements and/or the requirements of other federal, state and local codes, rules, laws, ordinances and regulations as they may apply to the Project. Owner shall pay Engineer its customary hourly fees plus 1.1 times reimbursable expenses for any design changes made necessary by newly enacted laws, codes and regulations, or changes to any existing laws, codes or regulations after the date that this PSA is last signed by the parties.

WAIVER. No delay on the part of any party hereto in the exercise of any right or remedy shall operate as a waiver of such right or remedy and a waiver on any one (1) occasion shall not be construed as a bar to or a waiver of any subsequent breach of the same or any other provision of the agreement on a future occasion. No waiver by Engineer of any breach by Owner of a provision of this PSA shall be deemed a waiver of any other provision hereof or of any subsequent breach by Owner of such provision.

ENFORCEABILITY. This agreement shall be binding upon the parties hereto and their respective successors and assigns.

SEVERABILITY. In the event that any one (1) or more provisions contained in the agreement shall be declared invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions of the agreement shall not be affected or impaired.

OWNERSHIP OF INSTRUMENTS OF SERVICE. Engineer's documents prepared pursuant to this PSA, including those in electronic format, are instruments of service. All reports, plans, specifications, computer files, field data, notes and other documents prepared by Engineer as instruments of service shall remain the property of Engineer. Engineer shall retain all common law, statutory and other reserved rights, including the copyright thereto and all other intellectual property rights. Owner shall not use or permit the use of said documents on any other project. Owner fully indemnifies Engineer against any and all claims for unauthorized use.

TERMINATION: This PSA may be terminated by either party upon seven (7) calendar days' written notice. Upon termination, Engineer shall be paid by Owner for all Services performed up to the notice of termination, as well as all costs necessary to demobilize from the site.

DISPUTE RESOLUTION: In the event of a dispute arising out of or relating to this Agreement or the services to be rendered hereunder, the Owner and the Engineer agree to attempt to resolve such disputes in the following manner: First, the parties agree to attempt to resolve such disputes through direct negotiations between the appropriate representatives of each party. Second, if such negotiations are not fully successful, the parties agree to attempt to resolve any remaining dispute through mediation using a mediator agreed upon between both parties. Owner and Engineer agree to participate in the mediation process in good faith. The process shall be conducted on a confidential basis, and shall be completed within 120 days. If such mediation is unsuccessful in resolving a Dispute, then the parties may (1) mutually agree to a dispute resolution of their choice, or (2) either party may seek to have the Dispute resolved by a court of competent jurisdiction. The venue for a court resolution will be Kent County, Michigan.

NO THIRD PARTY BENEFICIARIES. There are no third party beneficiaries to this PSA and the Services provided herein are exclusively for the direct benefit of the Owner indicated above. Owner shall ensure that all other agreements relating to this project reflect that there are no third party beneficiaries to this PSA.

ASSIGNMENT. This is a professional services contract and is non-assignable without the express written consent of Engineer.

MISCELLANEOUS. No additional or contrary terms, whether contained in an order, acknowledgment, or other document from Owner, shall be binding upon Engineer unless agreed to in writing signed by an authorized representative of Engineer, and Engineer expressly rejects all such additional or contrary terms as may be contained in Owner's documents. The terms in this PSA will have precedence over any other terms expressed by the Owner's authorization process such as a purchase order. Engineer's performance is conditioned on Owner's unmodified consent exclusively to this PSA. Engineer shall have the right to correct any errors, whether clerical or mathematical, which are contained in this PSA. Unless otherwise specifically indicated in writing or otherwise required by law and paid for by Owner, there are no Performance or Payment bonds required on this Project. This PSA shall be binding upon and shall inure to the benefit of the parties hereto and their successors and permitted assigns. This PSA shall be governed by the laws of the State of Michigan. This contract sets forth the entire agreement between Engineer and Owner. This is a fully integrated contract.

ELECTRONIC/FACSIMILE SIGNATURES. The signatures on this PSA shall be deemed to be original signatures when transmitted electronically or by facsimile machine or by any other medium. No party shall be required to produce a PSA with an original signature in order to enforce any provision of this PSA.

IN WITNESS WHEREOF, the parties hereto have made and entered into this PSA. To be valid, this PSA must be signed by an authorized representative of Fleis & VandenBrink Engineering, Inc.

OWNER
CITY OF PORTLAND

ENGINEER
FLEIS & VANDENBRINK ENGINEERING, INC.

By: _____

By: _____

Title: _____

Jonathan W. Moxey, PE

Title: _____

Project Manager

By: _____

By: _____

Title: _____

Don DeVries, PE

Title: _____

Group Manager

Date: _____

Date: October 29, 2020

ADDITIONAL PROVISIONS - CONSTRUCTION OBSERVATION

1. DEFINITIONS.

- 1.1. Contract Documents shall mean construction agreement(s) between Owner and Contractor(s), including plans, specifications, addenda and change orders.
- 1.2. Contractor shall mean the person or entity providing construction services to Owner, as defined in the Contract Documents.

2. SITE OBSERVATION.

- 2.1. The Engineer shall visit the site as defined in the Scope of Services to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Engineer shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Engineer shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed. Engineer will not be responsible for the means, methods, techniques, and procedures of construction observed during such visits. Engineer will not be responsible for the Contractor's failure to perform the work in accordance with the Contract Documents.
- 2.2. Based solely on Engineer's on-site observations and Engineer's review of the Contractor's applications for payment, Engineer will recommend in writing to Owner payment to the Contractor. Such recommendations of payment to constitute a representation to Owner, based solely on such observation, review and the data comprising such applications, that to the Engineer's knowledge, information and belief, the work has progressed to the point indicated and that to the Engineer's knowledge, information and belief the quality of the work is generally in accordance with the Contract Documents.
- 2.3. Engineer will conduct, in company with Owner, a final review of the Project for conformance with the design concept of the Project, and compliance with the information given by the Contract Documents, and recommend, in writing, payment to the Contractor, on the same basis as set forth above.

3. OWNER RESPONSIBILITIES. Owner will:

- 3.1. Provide full information as to his requirements for the Project. Assist Engineer by placing at Engineer's disposal all available information pertinent to the Project, including previous site reports and any other data relative to the design or construction of the Project.

4. SITE SAFETY PROGRAMS AND PRECAUTIONS.

- 4.1. Owner acknowledges that the Contractor, not Engineer, is responsible for initiating, maintaining and supervising all safety programs and all safety precautions in connection with the work.
- 4.2. Engineer shall neither have control over, nor be responsible for, safety programs and precautions in connection with the work, since these are solely the responsibility of the Contractor.
- 4.3. Neither the professional activities of the Engineer, nor the presence of the Engineer or its employees at the site, shall impose any duty on the Engineer, nor relieve the Contractor of its responsibility for jobsite safety.



VERANDA
presented by
Elaine F. & Richard U. Wilson Foundation



PORTLAND CITY COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 20-63

**A RESOLUTION APPROVING FLEIS & VANDENBRINK'S PROPOSAL
TO PROVIDE CONSTRUCTION ENGINEERING SERVICES FOR THE
SAFE ROUTES TO SCHOOL PROJECT**

WHEREAS, the City of Portland has coordinated with St. Patrick School and Portland Public Schools on the Safe Routes to School Project; and

WHEREAS, the City of Portland received a conditional commitment through the Michigan Department of Transportation for the Safe Routes to School Project which funds 100% of the construction cost. The City is responsible for administrative and engineering costs; and

WHEREAS, Fleis and VandenBrink has proposed to provide construction engineering services for the project in the amount of \$98,800.00, as outlined in the attached Exhibit A; and

WHEREAS, the City Manager has reviewed the proposal and scope of work and recommends that the City Council approve same.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Portland City Council approves Fleis and VandenBrink's Proposal to provide construction engineering services in the amount of \$98,800.00, 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: November 2, 2020

Monique I. Miller, City Clerk

October 29, 2020

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

**RE: Construction Engineering Proposal for
Safe Routes to School Improvements**

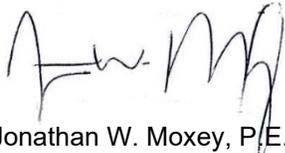
Dear Tutt,

As you are aware, bids were received for the Safe Routes to School project in the MDOT bid letting on October 5. MDOT awarded the contract to the low bidder, Kamminga & Roodvoets, Inc. (K&R) on October 22. A total of 3 bids were received, with a low bid of \$1,132,401.50, approximately \$90,000 above our estimate. As you are also aware, MDOT has increased its grant funding for the project to \$1,029,686 to help make the project affordable. Physical construction work cannot begin until March 1, but pre-construction activities will be commencing soon. As such, we have prepared the attached Work Plan and Engineering Budget for construction engineering services.

Our budget is based on the 15-week construction period included in the construction contract. 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 call with any questions.

Sincerely,

FLEIS & VANDENBRINK ENGINEERING, INC.



Jonathan W. Moxey, P.E.
Project Manager



Don DeVries, P.E.
Group Manager

Encl.

**AUTHORIZATION TO PROCEED WITH
CONSTRUCTION ENGINEERING FOR SAFE ROUTES TO
SCHOOL IMPROVEMENTS**

By: _____

Title: _____

Date: _____

WORK PLAN

A. CONSTRUCTION ENGINEERING SERVICES

1. Attend the preconstruction meeting with representatives from the City, MDOT, the Contractor and utility companies. Prepare and distribute meeting minutes.
2. Schedule and attend periodic progress meetings with the Contractor, City staff and MDOT where applicable. Prepare and distribute meeting minutes.
3. Provide assistance to the schools on an as-needed basis as they utilize approximately \$40,000 in program funding associated with the Safe Routes to School grant.
4. Contact private utilities to facilitate their coordination work, if required.
5. Provide resident project representative during construction with the following responsibilities (based on an average of 40 hours per week and a 15-week construction window):
 - a. Perform on-site observation during construction of the project.
 - b. Provide record keeping of construction activities in accordance with MDOT requirements.
 - c. Address complaints filed with the City, if any.
 - d. Provide on-site materials testing of soils, HMA and concrete, as applicable.
 - e. Coordinate off-site materials testing such as sieve analyses on sand and gravel, extractions on asphalt material and cylinder breaks on concrete.
 - f. Onsite and offsite materials testing shall be conducted in accordance with MDOT requirements, special provisions and guidelines.
6. Review shop drawings and other project submittals from the Contractor.
7. Prepare contract modifications, as necessary, and submit recommendation to the City and MDOT for authorization.
8. Prepare Contractor bi-weekly pay estimates and submit to the City and MDOT for authorization and payment.
9. Maintain project files utilizing “Field Manager” software.
10. Provide construction staking as needed for the contractor's placement of the proposed improvements. Based on the scope of the project, we have assumed 5 staking trips will be required for the traffic signal, retaining walls and various sidewalk construction during the course of the project.
11. Coordinate MDOT file review and contract closeout.

**CITY OF PORTLAND
Construction Engineering
For Safe Routes to School Improvements**

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	\$20,400
Construction Staking/Layout	7,200
On-Site Observation and Testing	65,200
Off-Site Testing	2,000
<u>Contract Closeout</u>	<u>4,000</u>

TOTAL PROPOSED CONSTRUCTION ENGINEERING BUDGET \$98,800

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. 20-64

**A RESOLUTION APPROVING A CAPACITY PURCHASE FOR THE
BOARD OF LIGHT AND POWER THROUGH THE
MICHIGAN PUBLIC POWER AGENCY**

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

WHEREAS, the City of Portland, as a member of the MPPA, has an opportunity to enter into a transaction to meet a portion of its future load requirements for June 1, 2022 through May 31, 2023; June 1, 2023 through May 31, 2024; and June 1, 2024 through May 31, 2025, by purchasing capacity not to exceed \$194,400.00 for the entire term, pursuant to the terms of the Letter of Authorization, attached as Exhibit A; and

WHEREAS, at its meeting on October 27, 2020, the Board of Light and Power voted to recommend that City Council approve the Capacity Purchase as stated above, a copy of a letter from the Electric Superintendent is attached as Exhibit B.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The City Council approves the Board of Light and Power's recommendation to approve, authorize, and direct the City's Electric Superintendent or City Manager to sign the Letter of Authorization consistent with the recommendation outlined in the attached Exhibits A and B.
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: November 2, 2020

Monique I. Miller, City Clerk



October 15, 2020

Subject: Letter of Authorization

The Portland Light and Power Board, through its Member Authorized Representative, hereby authorizes a purchase of Capacity that is intended to meet the compliance requirements of the State of Michigan under Public Act 341. The purchase is made by Michigan Public Power Agency as a Purchase Power Commitment as defined in the Energy Services Agreement on behalf of Portland in the Amount and Term(s) of:

<u>Planning Year</u>	<u>Up to Capacity, KW</u>	<u>Max Authorized Purchase Price, per KW-Month</u>
Jun 1, 2022 to May 31, 2023	600	\$6.00
Jun 1, 2023 to May 31, 2024	800	\$6.00
Jun 1, 2024 to May 31, 2025	1,300	\$6.00

Maximum commitment = \$194,400

Member Authorized Representative:

Printed

Signature

Date



Mike Hyland

From: Keith Parrott <KParrott@mpower.org>
Sent: Thursday, October 15, 2020 11:56 AM
To: Mike Hyland; Tutt Gorman
Cc: Robert Lalonde
Subject: Capacity Transaction Authorization
Attachments: MPPA CapAuth - Port.pdf

Good Morning,

The State of Michigan is requiring municipal utilities to file resource adequacy reports to the MPSC showing how you plan to meet 95% of your expected capacity requirements. MPPA Staff is recommending that our members each target 100% coverage by acquiring the necessary capacity through planning year 2024/2025 before the filing that has to be made in February 2021 due to the reduction in available capacity in MISO Zone 7. We are also recommending that internal transfers be made at fair market value within MPPA so municipals with extra capacity cover those with deficient capacity below the 95% threshold.

Your municipal has been identified as being one of the cities with deficient capacity. Please execute the attached Authorization Letter to remedy the situation. If you have any questions about your position please reach out to us.

Please respond with your anticipated timing to return the executed authorization since we are sensitive to market timing due to available capacity.

Thank you and I look forward to your reply.

Keith Parrott | Manager of Power Supply



Michigan Public Power Agency
809 Centennial Way, Lansing, MI 48917
Office: 517-853-1557 | Mobile: 517-525-3605
kparrott@mpower.org | www.mpower.org

This electronic mail transmission and any attachments are confidential and may be privileged. They should be read or retained only by the intended recipient. If you have received this transmission in error, please notify the sender immediately and delete the transmission from your system.

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

Re: Letter of Authorization

City Council
City Manager

At the Light & Power Board meeting, on October 27th, 2020, the Light & Power Board passed a recommendation to the City Council, to have the Member Authorized Representative, sign a Letter of Authorization for a Capacity Power Purchase , to bring Portland into compliance as required by Public Act 341.

Respectfully submitted,



Jon M. Hyland, Electric Supt.
City of Portland, Mi.

**Exhibit
B**

City of Portland

Portland, Michigan

Minutes of the City Council Meeting

Held on Monday, October 19, 2020

In the City Council Chambers at City Hall

259 Kent St., Portland, MI 48875

Present: Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Member Fitzsimmons, Johnston and Sheehan; City Manager Gorman; City Clerk Miller; Police Chief Thomas

Guests: Kathy Parsons; Bob Lathers of The Beacon

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.

Yeas: VanSlambrouck, Fitzsimmons, Johnston, Sheehan, Barnes

Nays: None

Adopted

There was no Public Comment.

Under City Manager Report, City Manager Gorman stated that with the retirement of Electric Superintendent Mike Hyland the City has contracted with Brent Henry. Mr. Henry recently retired from the Michigan Public Power Agency after 18 years of service. He will assist with the assessment of the Electric Department and hiring a new Electric Superintendent.

Over the next several weeks there will be frequent, short-lived power outages as the Electric Department installs 24 fault interrupters throughout the system. This will improve the ability to control future power outages by isolating the lack of power to a certain area.

The Grand River Avenue Bridge Improvement Project is in the home stretch. The bridge should be opened to full traffic by October 30th.

The Planning Commission was scheduled to meet on Wednesday, October 14, 2020 but due to a lack of quorum they were unable to hold the meeting. The agenda included a planned review of the Master Plan. The review will be rescheduled for their November meeting.

City crews recently installed new wayfinding signs for Portland Public Schools.

The Sparrow and Taco Bell projects are both moving along well.

Under Presentations, DDA Director ConnerWellman provided her report on downtown activities. Director ConnerWellman provided updates on business and property in the DDA District and other projects, recent activities, and community events.

Under New Business, the Council considered Resolution 20-60 to approve a Clear Rate Communications for the ISDN PRI phone lines at City Hall. The City's VOIP phone system is currently served by ISDN PRI phone lines with Clear Rate in partnership with Portland Public Schools.

Motion by Johnston, supported by Sheehan, to approve Resolution 20-60 approving a contract with Clear Rate Communications for the ISDN PRI phone lines at City Hall.

Yeas: Johnston, Sheehan, VanSlambrouck, Fitzsimmons, Barnes

Nays: None

Adopted

The Council considered Resolution 20-61 to waive penalties for non-filing of Property Transfer Affidavits under MCL 211.27b.

Motion by Fitzsimmons, supported by VanSlambrouck, to approve Resolution 20-61 to waive penalties for non-filing of Property Transfer Affidavits under MCL 211.27b.

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None

Adopted

Motion by Johnston supported by Fitzsimmons, to approve the Consent Agenda which includes the Minutes and Synopsis from the Regular City Council Meeting on October 5, 2020, payment of invoices in the amount of \$198,386.57 and payroll in the amount of \$102,018.96 for a total of \$300,405.53. Two purchase orders to Resco in the amounts of \$8,010.00 and \$22,465.00 for transformers were also included.

Yeas: Johnston, Fitzsimmons, VanSlambrouck, Sheehan, Barnes

Nays: None

Adopted

Under City Manager Gorman comments, City Manager Gorman stated that the leaf removal process is underway. Residents should rake their leaves to the curb lawn as City crews are out daily picking up leaves.

Trick-or-treating will be held on Halloween, October 31, 2020 from 6:00-8:00 P.M. Ionia County Central Dispatch will sound the sirens to start and end trick-or-treating. City Manager Gorman further referred residents to the Michigan Department of Health and Human Services for COVID safety guidelines.

City Manager Gorman reminded residents of the 2-hour parking limitations on the 100 and 200 blocks of Kent Street and the 100 blocks of East and West Bridge Street.

City Manager Gorman stated how proud he is of the City staff and the community has a whole for their efforts during this unusual year.

Mayor Barnes reminded residents that the General Election will be held Tuesday, November 3, 2020.

Mayor Pro-Tem VanSlambrouck discourages residents from taking/stealing signs from the yards of others. He further recognized the passing of Dan Spitzley, a fellow member of the VFW.

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

Yeas: Fitzsimmons, VanSlambrouck, Johnston, Sheehan, Barnes

Nays: None

Adopted

Meeting adjourned at 7:40 P.M.

Respectfully submitted,

James E. Barnes, Mayor

Monique I. Miller, City Clerk

City of Portland
Synopsis of the Minutes of the October 19, 2020 City Council Meeting
In the City Council Chambers at City Hall
259 Kent St., Portland, MI 48875

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

Present – Mayor Barnes, Mayor Pro-Tem VanSlambrouck, Council Member Fitzsimmons, Johnston and Sheehan; City Manager Gorman; City Clerk Miller; Police Chief Thomas

Presentation – DDA Director ConnerWellman provided her report on downtown activities.

Approval of Resolution 20-60 approving a contract with Clear Rate Communications for the ISDN PRI phone lines at City Hall.

All in favor. Adopted.

Approval of Resolution 20-61 to waive penalties for non-filing of Property Transfer Affidavits under MCL 211.27b.

All in favor. Adopted.

Approval of the Consent Agenda.

All in favor. Adopted.

Adjournment at 7:40 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
STAR THOMAS	01654	OCT PHONE BILL REIM - POLICE	40.00
STAR THOMAS	01654	TRAFFIC VESTS REIM - POLICE	140.00
INDEPENDENT BANK	00197	NOV 2020 BOND PYMNT - ELECTRIC	8,531.00
CULLIGAN	02130	WATER X3 - POLICE	16.50
FAMILY FARM & HOME	01972	WIRE ROPE CLIP, THIMBLE, SLIP HOOK - WW	16.23
CONSUMERS ENERGY	00095	GAS - PARKS	24.52
BERTMAN TOOLS LLC	02430	RUBBER GLOVES - WATER	27.97
S&K PRINTING	00400	PARKING TICKETS, WARNINGS, ENVELOPE - POLICE	235.00
SPARROW OCCUPATIONAL HEALTH-LANSIN	00340	PRE EMPLOY PHYSICAL K ENZ - MP	188.00
MWEA OFFICE	01347	ANNUAL DUES T KRIZOV - WW	77.00
JASON FOX	MISC	ENERGY OPTZ PROGRAM - ELECTRIC	250.00
JON M. HYLAND	00196	ENERGY OPTZ PROGRAM - ELECTRIC	160.00
BILLY FARMER	MISC	ENERGY OPTZ PROGRAM - ELECTRIC	235.00
DAN SCHNEIDER	MISC	ENERGY OPTZ PROGRAM - ELECTRIC	50.00
KENDALL ELECTRIC	00225	WIRE 3/0 - ELECTRIC	1,574.00
KENDALL ELECTRIC	00225	WIRE - ELECTRIC	71.70
KENDALL ELECTRIC	00225	6 SPOOLS WIRE - ELECTRIC	430.20
HOMEWORKS TRI-COUNTY ELECTRIC	02092	REPAIRS FOR DAMAGED GAS LINE, D FOX - ELECTRIC	352.77
INDEPENDENT BANK	MISC	ENERGY OPTZ PROGRAM - ELECTRIC	300.46
S&K TROPHIES AND PLAQUES	00401	MENS SOFTBALL CHAMP TROPHY - REC	40.00
BSN SPORTS	00911	STORAGE BIN - REC	334.94
PETERSEN OIL & PROPANE	02534	DIESEL FUEL - MP	268.58
FAMILY FARM & HOME	01972	HARDWARE - MAJ STS	4.65
ZACH WALTERSDORF	02621	TAIL LIGHT - AMB	137.98
GRAINGER, INC.	00172	COVID SUPPLIES, MASKS, ETC - AMB	257.93
GRAINGER, INC.	00172	COVID SUPPLIES - AMB	61.82
ZACH WALTERSDORF	02621	SUPPLIES REIM - AMB	266.61
APPLIED IMAGING	02493	PRINTER INVOICE - VARIOUS DEPTS	314.15
BOUND TREE MEDICAL LLC.	01543	SPO2 MONITORS-PEDS - AMB	113.94
MICHIGAN PAVING & MATERIALS CO.	02102	ASPHALT - LOC, MAJ STS	170.43
MUNICIPAL SUPPLY CO.	00324	SAFETY VEST, TRAFFIC PAINT - MAJ STS, MP	63.00

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
FAMILY FARM & HOME	01972	RV ANTIFREEZE - MP	10.00
MANER COSTERISAN	02588	CONTRACTUAL SERVICES - GEN	2,160.00
BASIC	01983	QRTLY HRA FEE - GEN	283.50
FLEIS & VANDENBRINK	00153	GRAND RIVER SMALL URBAN - MAJ STS	13,634.38
MICHAEL R. KLUCK & ASSOCIATES	02405	LEGAL SERVICES THROUGH 9-24-20 - GEN	471.50
STATE OF MICHIGAN	00428	GRAND RIV SMALL URBAN - MAJ STS	14,427.09
CONSUMERS ENERGY	00095	GAS SERVICE - CITY HALL	289.80
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	33.66
CONSUMERS ENERGY	00095	GAS SERVICE - WASTE WATER	268.31
CONSUMERS ENERGY	00095	GAS SERVICE - WASTE WATER	15.76
CONSUMERS ENERGY	00095	GAS SERVICE - PARKS	25.97
CONSUMERS ENERGY	00095	GAS SERVICE - WATER	17.03
CONSUMERS ENERGY	00095	GAS SERVICE - MTR POOL	22.63
CONSUMERS ENERGY	00095	GAS SERVICE - ELECTRIC	393.30
JOHN DEERE FINANCIAL	01818	VAR SUPPLIES - PARKS, CEM	1,035.21
FAMILY FARM & HOME	01972	LEAD WIRE ADAPTOR - MTR POOL	15.99
CINTAS	00083	UNIFORM CLEANING, BLDG SUPPLIES - VAR DEPTS	1,351.08
JIM SCHAUT	MISC	BRACKETS, MISC. SUPPLIES - ELECTRIC	300.00
HYDRO-CHEM SYSTEMS, INC.	02284	POWER WASHER SOAP - MP	307.15
INDEPENDENT BANK	MISC	ENERGY OPTZ PROGRAM - ELECTRIC	91.63
RESCO	00392	BOX PAD WITH HOLD DOWNS - ELECTRIC	1,181.70
RESCO	00392	ELBOW TAP PLUG - ELECTRIC	2,943.60
MOYER CONSTRUCTION	00316	SIDEWALK REPLACEMENT- WATER	350.00
DANBY TOWNSHIP	00110	ANNEXED PROPERTIES - COMM PROMO	1,648.49
AMERICAN RENTALS, INC.	00017	PORTABLE TOILETS - PARKS	310.00
KENDALL ELECTRIC	00225	1-1/4" PVC SCH 40 CONDUIT - ELECTRIC	706.00
PEERLESS-MIDWEST, INC.	01519	REPAIR PUMP & CLEAN WELL #7 - WATER, CONSENT AC	33,105.00
KATHY'S CLEANING	01684	CLEANING SERVICES - CITY HALL	925.00
LIFELOC TECHNOLOGIES	MISC	REPAIR OF PBT - POLICE	100.00
WEST MI CRIMINAL JUSTICE TRAINING	MISC	FALL 2020 DISTRIBUTION - POLICE	117.54
KEUSCH SUPER SERVICE	00228	VEH 303 HEAD LIGHT WIRING - POLICE	64.49

VENDOR NAME	VENDOR	DESCRIPTION	AMOUNT
MANER COSTERISAN	02588	AUDIT FISCAL YR END 6/30/20- VAR DEPTS	7,000.00
PORTLAND TOWNSHIP TREASURER	00371	ANNEX AGREEMENT PROP TAX - COMM PROMO	18,333.16
BOUND TREE MEDICAL LLC.	01543	DEFIB PADS - AMB, POL	66.04
BOUND TREE MEDICAL LLC.	01543	MED SUPPLIES - AMB	91.10
GRAINGER, INC.	00172	COVID SUPPLIES - AMB	97.49
USA BLUEBOOK	01850	SULFURIC ACID - WW	149.07
FAMILY FARM & HOME	01972	EXT POLE, WET MOP -WW	38.98
FAMILY FARM & HOME	01972	FROGTOG JKT RAIN SUIT - WW	29.99
RESCO	00392	ROD GROUND COPPER - ELECTRIC	455.40
WALKER PROCESS EQUIPMENT	MISC	CLARIFIER PARTS - WW	934.63
RESCO	00392	MVI VAULT INTERRUPTER - ELECTRIC	17,396.03
CULLIGAN	02130	WATER - CITY HALL	7.50
KENDALL ELECTRIC	00225	COPPER WIRE FOR INTERRUPTER - ELECTRIC	675.61
KEUSCH SUPER SERVICE	00228	TIRES #905 - MP	900.00
USA BLUEBOOK	01850	STENNER PUMP - WATER	525.66
BADER & SONS CO.	00031	MAINTENANCE ITEMS - MP	157.34
KEUSCH SUPER SERVICE	00228	TIRES - MP	259.98
MUNICIPAL SUPPLY CO.	00324	SAFETY WEAR - MTR POOL	33.50
STATE OF MICHIGAN	00428	WATER SAMPLES - WATER	146.00
MCKEARNEY ASPHALT & SEALING INC.	02541	MIX & FILL JAMES, GRANT, BRIDGE - MAJ, LOC STS,	32,985.08
ED FILTER	00540	OFFICIAL - REC	54.00
BRIAN RUSSELL	00593	OFFICIAL - REC	54.00
KATELYN RUSSELL	02457	OFFICIAL - REC	36.00
KENDALL ELECTRIC	00225	WIRE FOR RED MILL LIGHTS - ELECTRIC	738.76
PORTLAND TOWNSHIP TREASURER	00371	ANNEX AGREEMENT REV SHARING - COMM PROMO	6,158.35
PLEUNE SERVICE COMPANY INC.	00741	QRTLY LABOR & PARTS - CITY HALL	779.00
BRHCONSULTING, LLC	02646	CONSULTATION FEES - ELECTRIC	2,000.00
Total:			\$181,462.86

**BI-WEEKLY
WAGE REPORT
November 2, 2020**

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.	9,241.23	84,039.44	3,043.94	23,789.47	12,285.17	107,828.91
ASSESSOR	948.17	9,188.76	72.54	702.95	1,020.71	9,891.71
CEMETERY	4,180.13	40,819.05	1,760.09	10,880.80	5,940.22	51,699.85
POLICE	15,207.12	15,559.08	4,984.97	37,035.39	20,192.09	52,594.47
CODE ENFORCEMENT	205.05	5,398.47	37.33	679.01	242.38	6,077.48
PARKS	2,624.51	26,153.46	540.24	4,813.29	3,164.75	30,966.75
INCOME TAX	2,190.73	18,524.40	711.58	5,691.39	2,902.31	24,215.79
MAJOR STREETS	3,349.01	25,286.26	2,785.78	13,870.96	6,134.79	39,157.22
LOCAL STREETS	2,980.38	26,940.16	2,449.87	13,265.60	5,430.25	40,205.76
RECREATION	302.79	2,570.35	98.47	639.66	401.26	3,210.01
AMBULANCE	9,775.05	115,550.54	2,150.78	23,327.07	11,925.83	138,877.61
DDA	2,283.46	19,417.36	408.17	3,192.08	2,691.63	22,609.44
ELECTRIC	18,356.05	168,995.51	6,937.54	49,427.22	25,293.59	218,422.73
WASTEWATER	6,417.10	58,800.18	2,590.16	17,799.40	9,007.26	76,599.58
WATER	5,315.03	48,364.85	2,012.86	17,999.39	7,327.89	66,364.24
MOTOR POOL	604.74	13,824.83	481.79	2,122.61	1,086.53	15,947.44
TOTALS:	83,980.55	679,432.70	31,066.11	225,236.29	115,046.66	904,668.99

BI-WEEKLY CASH BALANCE ANALYSIS
AS OF 10/29/2020
MEETING DATE 11/02/2020

Fund	Description	Beginning Balance 10/15/2020	Total Cash in	Total Cash out	Cash Balance 10/29/2020	Time Certificates	Ending Balance 10/29/2020
101	GENERAL FUND	2,165,763.48	225,744.02	(201,818.33)	2,189,689.17	235,000.00	2,424,689.17
105	INCOME TAX FUND	107,768.03	50,575.48	(52,438.04)	105,905.47	10,000.00	115,905.47
150	CEMETERY PERPETUAL CARE FUND	59,152.51	-	-	59,152.51		59,152.51
202	MAJOR STREETS FUND	349,929.42	5,465.38	(51,743.69)	303,651.11		303,651.11
203	LOCAL STREETS FUND	272,766.38	7,984.86	(24,091.87)	256,659.37		256,659.37
208	RECREATION FUND	29,970.69	367.61	(2,688.26)	27,650.04		27,650.04
210	AMBULANCE FUND	108,059.31	35,349.02	(38,494.88)	104,913.45		104,913.45
245	MSHDA LOFT FUND	-	-	-	-		-
248	DDA FUND	677,828.20	49,467.76	(12,461.39)	714,834.57		714,834.57
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	-	-	-	-		-
520	REFUSE SERVICE FUND	14,856.41	9,327.36	(12,773.60)	11,410.17		11,410.17
582	ELECTRIC FUND	1,577,184.81	342,197.22	(221,623.41)	1,697,758.62	530,000.00	2,227,758.62
590	WASTEWATER FUND	(158,957.83)	98,599.63	(57,507.19)	(117,865.39)		(117,865.39)
591	WATER FUND	108,179.30	71,764.81	(54,248.08)	125,696.03	420,000.00	526,249.70
661	MOTOR POOL FUND	143,809.40	14,160.69	(45,871.29)	112,098.80		112,098.80
703	CURRENT TAX FUND	61,535.79	7,157.98	(55,007.28)	13,686.49		13,686.49
	TOTAL - ALL FUNDS	<u>5,521,208.15</u>	<u>918,161.82</u>	<u>(830,767.31)</u>	<u>5,608,602.66</u>	<u>1,195,000.00</u>	<u>6,784,156.33</u>
					ELECTRIC-RESTRICTED CASH	453,086.00	453,086.00
					ELECTRIC - MPPA MUNICIPAL TRUST	170,376.44	170,376.44
					CUSTOMER DEPOSIT CD	170,000.00	170,000.00 *
					PERPETUAL CARE CD	130,000.00	130,000.00
					INCOME TAX SAVINGS	992,288.84	992,288.84
					ELECTRIC-PRIN & INT ESCROW	162,159.45	162,159.45
					WASTEWATER DEBT ESCROW	342,588.99	342,588.99
					WASTEWATER REPAIR ESCROW	155,802.31	155,802.31
					DDA-PRIN & INT ESCROW	501.77	501.77
					WATER BOND ESCROW	19,446.33	19,446.33
							<u>9,380,406.46</u>

*Customer Deposit Breakdown
Electric 128,000.00
Wastewater 21,000.00
Water 21,000.00
170,000.00



Invoice

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

October 12, 2020
 Project No: 836360
 Invoice No: 56983

Project 836360 Portland - Grand River Avenue Small Urban 2018

Services Included: Construction Administration, Construction RPR

For professional services rendered for the period August 29, 2020 to September 25, 2020

Professional Services

	Hours	Billing	
Total	102.25		10,498.50
Reimbursable Expenses			
Expenses		3,135.88	
Total		3,135.88	3,135.88
	Total this Invoice		\$13,634.38

*Thank you for your business, it is sincerely appreciated.
 If there are any questions regarding this invoice or the services provided, please contact us.*

Terms: Net 15 days

MDOT
Michigan Department of Transportation
Statement Date: 10/06/2020

MDOT00282 - CITY OF PORTLAND

Program: 133006CON
Federal Project: 1901136
Description: E Grand River Resurfacing;Cutler Road to Rowe Avenue
Phase: 01 Construction Contract

Funding Profile	Fed Pro Rata	Jrnl Description			
A00056	81.85	2019-5487			
			Current Budget	Cash Expenditures	Collected
Federal			374,836.30	218,451.88	
Local			161,751.20	48,441.07	0.00
					Balance Due
					11,129.76

Phase: 03 Advertising

Funding Profile	Fed Pro Rata	Jrnl Description			
A00056	81.85				
			Current Budget	Cash Expenditures	Collected
Federal			163.70	0.00	
Local			36.30	0.00	0.00
					Balance Due
					0.00

Program: 202403CON
Federal Project:
Description: W Grand River Miscellaneous Bridge Capital Preventative Maintenance;Grand River Avenue over Grand River, Str# 4105, City of Portland

Phase: 01 Construction Contract

Funding Profile	Fed Pro Rata	Jrnl Description			
A00132		2020-5244 PORTLAND			
			Current Budget	Cash Expenditures	Collected
State/Other			524,920.41	113,536.95	
Local			27,627.39	5,975.63	0.00
					Balance Due
					3,297.33

Phase: 03 Advertising

Funding Profile	Fed Pro Rata	Jrnl Description			
A00132					
			Current Budget	Cash Expenditures	Collected
State/Other			190.00	0.00	
Local			10.00	0.00	0.00
					Balance Due
					0.00

STATEMENT	Customer Name CITY OF PORTLAND	PAGE 1
Remit to: State of Michigan Attn: Finance Cashier P.O. Box 30648 Lansing MI 48909	Customer Account Number MDOT00282	Statement Closing Date 10-04-20
		AR Dept/BPRO 591:ACT51
		Due Date 11-03-20
		Amount Enclosed

Bill to:
CITY OF PORTLAND
PORTLAND CITY TREASURER
259 KENT STREET
PORTLAND MI 48875

Payment Method: Check Money Order

Please write Customer Account No. on front of Check or Money Order.
DO NOT MAIL CASH

Please check if address has changed. Write correct address on back of stub and attach with payment.

Please detach the above stub and return with your remittance payable to Dept. of Transportation

Transportation



ORIGINAL

Customer Account Number MDOT00282	Statement Closing Date 10-04-20
Customer Name CITY OF PORTLAND	IF YOU HAVE ANY QUESTIONS, PLEASE CALL

Current Period Charges

Description	Date	Transaction ID	Charges
-	09-30-20	CARE1591REIM20001955	\$3,184.23
-	09-30-20	CARE1591REIM20001955	\$113.10
-	09-30-20	CARE1591REIM20001955	\$11,129.76

Important Customer Information

CONTACT :	591
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MDOT
Michigan Department of Transportation
Statement Date: 10/06/2020

Vendor Code	Vendor Legal Name	Vendor Alias/DBA Name
MDOT00282	CITY OF PORTLAND	

Instruction: Instruction: Remit this listing of Balance Due by Program with the payment. Payments will be applied to all programs with a balance due, unless otherwise noted.

Statement Date: 10/06/2020

- Pay in Full (default if neither box is checked)
- Manual allocation specified by Program in Paid Amount below

Remittance information:
State of Michigan
Attention: Finance Cashier
P.O. Box 30648
Lansing, MI 48909

Program	Balance Due
133006CON -	11,129.76
202403CON -	3,297.33

\$14,427.09



Rural Electric Supply Cooperative

Remit To: RESCO P.O. BOX 684141 CHICAGO, IL 60695-4141 (800) 356-9370

Invoice - Direct Order

Invoice Date: 10/23/20 Invoice #: 794711-00 PO Date: 08/04/20 PO #: 5643 Page #: 1

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

Correspondence To: Resco PO BOX 44430 MADISON, WI 53744-4430

Ship To: PORTLAND, CITY OF 723 EAST GRAND RIVER AVE PORTLAND, MI 48875

Instructions

Currency

Ship Point: ** Drop Ship ** Via: Common Carr

Shipped: 10/22/20 Terms: .05% 15 N 30

Table with 8 columns: Ln #, Product And Description, Quantity Ordered, Quantity Backordered, Quantity Shipped, Qty UM, Unit Price, Amount (Net). Row 1: MVI3-21-15-66-CS2070 VACUUM INTERRUPTER, 15KV, W/ 120V MOTOR QUOTE# 2554362. Includes shipping instructions: PLEASE SHIP TO PORTLAND, MI MARK PACK SLIP; "PO# 5643" DELIVERY NOTICE TO MIKE HYLAND AT: 517-647-7531. THIS IS CRITICAL TO THE END USER. THANK YOU.

1 Lines Total Qty Shipped Total 1 Total Invoice Total 17396.03 17396.03

PAID 1

Cash Discount 8.70 If Paid By 11/07/20

**2020 MERIT AWARD
DEPARTMENT SUMMARY**

DEPARTMENT	FULLTIME	2020 MERIT AWARD	PARTTIME	2020 MERIT AWARD	TOTAL
COUNCIL			5	625.00	625.00
AMBULANCE	3	750.00	10	1,250.00	2,000.00
ASSESSOR		-	1	125.00	125.00
CEMETERY	1	250.00		-	250.00
DDA	1	250.00		-	250.00
ELECTRIC	5	1,250.00		-	1,250.00
GENERAL	4	1,000.00	0	-	1,000.00
PARKS	1	250.00			250.00
CITY MANAGER	1	250.00		-	250.00
INCOME TAX	1	250.00		-	250.00
MAJOR STS	1	250.00		-	250.00
LOCAL STS	1	250.00		-	250.00
MOTOR POOL	2	500.00		-	500.00
POLICE	6	1,500.00	2	250.00	1,750.00
RECREATION	0	-		-	-
WASTEWATER	2	500.00		-	500.00
WATER	1	250.00		-	250.00
TOTALS:	30	7,500.00	18	2,250.00	9,750.00

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

Held on Monday, September 28, 2020
In the Council Chambers at City Hall

Members Present: Abel, Antaya, Briggs, Gorman, Barnes, Williamson, Madarang

Members Absent: Grimminck

Staff: DDA Director ConnerWellman, City Clerk Miller

Guests: Dana Hengesbach; Alyssa Nichols

Vice Chair Abel called the meeting to order at 7:03 P.M.

Under Public Comment, Alyssa Nichols stated that she and her family donated the play structure located at Toan Park in memory of the loss of their young son. The play structure is very dear to their hearts. She stated that she is in favor of keeping the play structure in Toan Park and that it be incorporated into plans for update to the park rather than having it moved to a new location. She further stated that she did not expect the City to move it and is disappointed by the lack of integrity and compassion on the part of the City.

Motion by Madarang, supported by Williamson, to approve the agenda as presented.
All in favor. Adopted.

Motion by Williamson, supported by Madarang, to approve the minutes of the August 24, 2020 meeting as presented.
All in favor. Adopted.

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

Under Team Reports, Mayor Barnes noted that the Organization & Marketing Team met tonight; they discussed upcoming events and the need for volunteers.

Member Briggs stated that the Design & Business Enhancement Team discussed the project list, Sign Ordinance, and outdoor plantings and maintenance.

Under Old Business, Director ConnerWellman presented the amended budget for Fiscal Year 2020-2021.

Motion by Barnes, supported by Antaya, to approve the amended budget for Fiscal Year 2020-2021.

Director ConnerWellman presented the concept renderings for the Riverfront Park Improvements proposed for Toan Park. The renderings include an option to keep the current playground equipment with the addition of swings and an option to move the current playground equipment to another location and purchase new.

There was discussion.

City Manager Gorman asked Ms. Nichols for clarification on the request for the park equipment.

Ms. Nichols stated she and the family would like to see the play structure that they donated stay in Toan Park; they are ok with equipment begin moved within the park.

Mayor Barnes stated that he takes offense to integrity of the City being questioned. The City appreciates the donation of the playground equipment and has respect for the family and their loss but that will not dictate the use of the park. He further stated the members of the DDA and the City Council will make a decision based on the best interest of the City.

There was continued discussion.

Ms. Nichols stated that she is very pleased with concept #2 that keeps the donated playground equipment in Toan Park.

Motion by Antaya, supported by Briggs, to use concept #2 (the top rendering) to keep the current playground equipment and relocate it within Toan Park.
All in favor. Adopted.

Director ConnerWellman stated that strategic planning will take place in October, each team will plan and present to the board.

Director ConnerWellman noted the Public Update Meeting was held on September 16, 2020, as was the case at the previous Public Update Meetings it was not well attended. She suggested that in the future these meetings be held during a regular DDA meeting.

Under New Business, Director ConnerWellman stated that Mayor Barnes received an application from Dana Hengesbach for appointment to the DDA. It will be presented for approval at the October 5, 2020 City Council meeting.

Director ConnerWellman presented information on social media archiving. The DDA expense would be \$1,620.00 per year and would be a shared service with the City and the Police Department. There are many Cities, States, and Federal offices that use this resource.

City Manager Gorman stated that he is going to look into this further, he is talked to the City attorney to evaluate the risk management of the City's social media presence.

Director ConnerWellman presented the “Show your Love for Portland” campaign.

Under the Director Report, Director ConnerWellman presented the September 28, 2020 Director's Report.

Under Board Member Comments, City Manager provided updates on development projects happening in Portland.

There were no Board Member Comments.

Motion by Madarang, supported by Barnes, to adjourn the meeting at 8:08 P.M.
All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary

CITY OF PORTLAND

REPORT DATE
PERIOD COVERED

October 20, 2020
September 1-30, 2020

HYDRO GENERATION	131,282		
DIESEL PRODUCTION	0		
Kwh Purchased	2,803,072	Amount Paid	\$ 166,485.07
Total Kwh Purchased	2,934,354	Total Dollars Paid	\$ 166,485.07

Kwh Billed		Dollars Billed	
Residential	1,602,962	PCA Billed	\$ 51,291.50
Commercial	750,627	Residential	\$ 167,206.46
Large General	744,540	Residential EO Charge	\$ 2,905.97
City St. Lites Metered	26,927	Geothermal Discount	\$ -
St. Lites Unmetered		Commercial	\$ 79,237.61
Rental Lights		Commercial/LG EO Charge	\$ 2,439.84
Demand	2,168	Large General	\$ 52,631.76
		Large EO Charge	\$ 18.40
		City St. Lights Metered	\$ 2,305.38
		St. Lights Unmetered	\$ 1,543.05
Total Kwh Billed	3,127,224	Rental Lights	\$ 236.17
		Demand	\$ 12,737.44
Arrears after billing	\$ 16,876.40	Tax	\$ 14,086.67
Penalties Added	\$ 2,672.70		
Arrears end of month	\$ 43,605.90	Total Dollars Billed	\$ 386,640.25
Fuel Cost Billed	\$ 78,265.18		
Amount Collected	\$ 475,819.37	Power Cost Adj.	.01655
Total Adjustments	\$ 3,582.99		

Residential Customers	2,243
Commercial Customers	335
Large General	15
Total Customers	2,593

09/02/20



**CITY OF PORTLAND
October-20**

WATER DEPARTMENT REPORT

MONTH	Sep-20	PERIOD COVERED	Sept 1-30, 2020
Customers Billed		Penalties Added	\$ 403.36
City	1,878	Dollars Collected	\$ 76,905.50
Rural	25	Arrears at end of Month	\$ 3,598.40
Total Customers	1,903	Adjustments	\$ (1,036.81)
		Gallons Pumped	11,742,000
		Hydrant Flusing/Rental (unmetered)	0 (hydrant flushing)
Gallons Billed		Dollars Billed	
City	11,178,799		\$ 67,477.06
Rural	193,271		\$ 2,181.03
Total	<u>11,372,070</u>		<u>\$ 69,658.09</u>

SEWER DEPARTMENT REPORT

Customers Billed	1,818	Dollars Billed	\$91,502.10
		Sewer Credit	\$ -
		Total Sewer Billed	\$ 91,502.10

Penalties Added	\$ 553.28
Dollars Collected	\$ 84,242.05
Arrears at end of Month	\$ 7,660.30
Adjustments	\$ 865.81
Gallons Treated per Million	?

