



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

7:00 P.M. Monday, December 1, 2025  
City Council Chambers  
City Hall, 259 Kent St, Portland, MI 48875

<b>Estimated Time</b>		<b><u>Desired Outcome</u></b>
7:00 PM	<b>I. <u>Call to Order by City Clerk Miller</u></b>	
7:01 PM	<b>II. <u>Pledge of Allegiance</u></b>	
7:02 PM	<b>III. <u>Election of Mayor</u></b>	Decision
7:07 PM	<b>IV. <u>Election of Mayor Pro-Tem</u></b>	Decision
7:10 PM	<b>V. <u>Acceptance of Agenda</u></b>	Decision
7:11 PM	<b>VI. <u>Public Comment</u> (5-minute time limit per speaker)</b>	
7:15 PM	<b>VII. <u>City Manager Report</u></b>	
7:20 PM	<b>VIII. <u>Presentations</u></b>	
7:30 PM	<b>A. Bill Tucker of Maner Costerisan – Audit Presentation</b>	
7:40 PM	<b>B. Jon Moxey of Fleis &amp; VandenBrink – Engineering Report</b>	
	<b>C. DDA Director ConnerWellman – Downtown Report</b>	
	<b>IX. <u>Public Hearing(s)</u> - None</b>	
	<b>X. <u>Old Business</u> - None</b>	
7:45 PM	<b>XI. <u>New Business</u></b>	Decision
	<b>A. Motion to Accept the Fiscal Year 2024/2025 Audit as Presented By the Auditing Firm of Maner Costerisan</b>	Decision
7:47 PM	<b>B. Proposed Resolution 25-82 Approving Fleis &amp; VandenBrink’s Proposal to Provide Design Engineering and Bidding Services for the Hill Street Improvement Project</b>	Decision
7:50 PM	<b>C. Proposed Resolution 25-83 Approving Fleis &amp; VandenBrink’s Proposal to Provide Design and Bidding Services for the Grand River Avenue Parking Lot Reconstruction</b>	Decision
	<b>D. Proposed Resolution 25-84 Approving a Change Order to the Scope of Services Outlined in the Grant Street Substation Proposal with Theka Engineering Solutions</b>	Decision
7:53 PM		

<u>Estimated Time</u>		<u>Desired Outcome</u>
7:54 PM	<p><b>XII. <u>Consent Agenda</u></b></p> <ul style="list-style-type: none"> <li>A. Minutes and Synopsis of the Regular City Council Meeting held on November 17, 2025</li> <li>B. Payment of Invoices in the Amount of \$121,453.57 and Payroll in the Amount of \$204,587.92 for a Total of \$326,041.49</li> <li>C. Purchase Orders over \$5,000.00 <ul style="list-style-type: none"> <li>1. MAAG Transport Inc. in the Amount of \$5,500.00 for Annual Brush Grinding and Compost Removal</li> <li>2. Kendall Electric in the Amount of \$5,902.87 for Galvanized Sweep Elbows for the Grant Street Substation Project</li> <li>3. Resco in the Amount of \$6,104.00 for Cabinet Foundations for the Grant Street Substation Project</li> </ul> </li> </ul> <p><b>XIII. <u>Communications</u></b></p> <ul style="list-style-type: none"> <li>A. Maner Costerisan Governance Letter</li> <li>B. DDA Minutes for October 27, 2025</li> <li>C. Board of Light and Power Minutes for October 28, 2025</li> <li>D. Utility Billing Reports for October 2025</li> <li>E. Ionia County Board of Commissioners Agenda for November 25, 2025</li> </ul>	Decision
7:55 PM	<p><b>XIV. <u>Other Business</u> - None</b></p>	
8:00 PM	<p><b>XV. <u>City Manager Comments</u></b></p>	
8:05 PM	<p><b>XVI. <u>Council Comments</u></b></p>	
8:10 PM	<p><b>XVII. <u>Adjournment</u></b></p>	Decision