



GLADSTONE CITY COMMISSION REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
February 10, 2025
6:00 PM

AGENDA

CALL TO ORDER

1. Invocation
2. Pledge of Allegiance
3. Roll Call

PUBLIC HEARINGS

PUBLIC COMMENT

CONFLICTS OF INTEREST

CONSENT AGENDA

- [4.](#) City Commission Regular Meeting Minutes January 27, 2025
- [5.](#) Planning Commission Meeting Minutes of 12-3-24
- [6.](#) MMEA 2025 Membership Dues Invoice 4177
- [7.](#) Border States Invoice 929760796
- [8.](#) Upper Peninsula Substance Enforcement Team (UPSET) Agreement \$5,257.00
- [9.](#) Gladstone Power Emergency Response Plan

UNFINISHED BUSINESS

NEW BUSINESS

- [10.](#) Facade Grant Program Guidelines
- [11.](#) Social District Planning Committee Proposal
- [12.](#) Wastewater Upgrades Request for Disbursement of Funds Draw #31.
- [13.](#) C2AE Amendment to Engineering Services Contract.
- [14.](#) Set Budget Work Sessions for Fiscal Year 2025-2026 Proposed Budget

CITY MANAGER'S REPORT

CITY COMMISSION & COMMITTEE REPORTS

- [15.](#) PA 235 Renewable Energy Plan

BOARDS & COMMISSIONS REPORTS

CITY COMMISSIONER COMMENTS

CITY CLERK COMMENTS

CLOSED SESSION

ADJOURNMENT

The City of Gladstone will provide all necessary, reasonable aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting to individuals with disabilities at the meeting/hearing upon five days notice to the City of Gladstone. Individuals with disabilities requiring auxiliary aids or services should contact the City of Gladstone by writing or calling City Hall at (906) 428-2311.

Posted: 02-07-2025

Kimberly Berry, MiPMC
906-428-2311
kberry@gladstonemi.gov

RULES FOR PUBLIC COMMENT/ PUBLIC HEARINGS

(Excerpt from City Commission Rules of Procedure Adopted: 11-25-2019)

A. Public Comment / Public Hearings

At regular and special meetings of the commission, individuals wishing to be heard may address the commission during the public comment/public hearing periods as set forth in the agenda under the following rules:

1. Each speaker shall state name and address for the record.
2. Each speaker is limited to three (3) minutes of comment unless the presiding officer decides more time is necessary
3. Each speaker shall try to be concise and refrain from repeating comments already addressed by the commission.
4. Speakers who do not cease speaking when asked to do so will be deemed out of order and will not be allowed to address the commission again for the remainder of the meeting; continued disruption will warrant removal from the meeting.
5. The commission shall not decide issues that arise during public comment.
6. Speakers should address the commission through the presiding officer.
7. Commissioners and staff will not debate with the public.
8. Speakers will not verbally attack City Commissioners, City Staff or members of the public attending the meeting. Any such behavior will not be tolerated and any person presenting in this manner will be warned by the Mayor and shall be removed by Public Safety for noncompliance.
9. No vulgar or obscene language will be used by the speakers.
10. Any information the speaker wants to distribute to the Commission must first ask the Chair (Mayor) if they may present the Commission written comments at the meeting.
11. Speakers may not ask questions of the board during this time as the Commission or Staff will not address them during this public comment period.



GLADSTONE CITY COMMISSION REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
January 27, 2025
6:00 PM

MINUTES

Mayor Thompson called the meeting to order; Commissioner Pontius gave the Invocation followed by the Pledge of Allegiance.

Director Barron called the roll:

PRESENT:

Mayor Joe Thompson

Commissioner Judy Akkala

Mayor Pro-Tem Brad Mantela

Commissioner Robert Pontius

Commissioner Steve O'Driscoll

PUBLIC COMMENT: Mike Synder, Public Health Director of Delta Menominee Health Department spoke on behalf of the Opioid Taskforce. Mr. Synder explained that grant money is available to Delta County entities to help with the opioid epidemic. Grant requests up to \$30,000 are due March 31st.

Motion by Commissioner Akkala; seconded by Commissioner O'Driscoll to approve the consent agenda as presented.

MOTION CARRIED

Motion by Commissioner Steve O'Driscoll; seconded by Commissioner Pontius to approve the Wastewater Upgrades Request for Disbursement of Funds Draw #30 for \$145,300.00.

MOTION CARRIED

Motion by Mayor Thompson; seconded by Commissioner Akkala to approve the DDA Facade Grant Request at 20 S 10th St for Gladstone Eye Care for \$2,500.

MOTION CARRIED

George Sailer, Code Enforcement Official was present and gave an update on 2024 property maintenance issues.

There being no further business before the Commission, Mayor Thompson adjourned the meeting at 6:40PM.

Mayor Joe Thompson

Community Development Director, Renée Barron.



GLADSTONE PLANNING COMMISSION MEETING

City Hall Chambers – 1100 Delta Avenue
December 03, 2024
5:00 PM

A Regular Meeting of the Gladstone Planning Commission will be held on Tuesday, December 03, 2024 at 5:00 PM hosted at City Hall Chambers – 1100 Delta Avenue.

MINUTES

CALL TO ORDER: Commissioner Haulotte called the meeting to order at 5:02PM

ROLL CALL:

Members Present: Haulotte, Noreus, Woodworth & Leonard

Members Excused: Butch & DeFiore

Vacancy: One

APPROVAL AND/OR CORRECTIONS OF:

1. Regular Planning Commission Meeting Minutes of August 13, 2024

Motion by Commissioner Noreus; seconded by Commissioner Woodworth to approve the meeting minutes of August 13, 2024 as presented. **MOTION CARRIED**

ADDITIONS TO AGENDA: None

PUBLIC HEARINGS: None

UNFINISHED BUSINESS: None

NEW BUSINESS

- 2. Planning Commissioner Resignation-Alger Strom**

Motion by Commissioner Leonard; seconded by Commissioner Noreus to regretfully accept Alger Strom's resignation from the Planning Commission and to acknowledge Alger's 20 years of exemplary service to the Community. **MOTION CARRIED**

- 3. Planning Commission 2025 Meeting Dates**

Motion by Commissioner Noreus, seconded by Commissioner Leonard to approve the 2025 Meeting Dates as presented. **MOTION CARRIED**

- 4. Site Plan Review-Choice Propane-8 Robert Hupy Drive**

Barron reviewed the site plan submitted by Choice Propane for a satellite tank on 8 Robert Hupy Drive. The plans submitted are in alignment with the rules and regulations of the city and staff had no issues with the site plan. The Planning Commission reviewed the documents. Motion by Commissioner Noreus; seconded by Commissioner Woodworth to approve the site plan as submitted. **MOTION CARRIED**

PUBLIC COMMENT: Sam Hewitt, 615 Wisconsin, was in attendance and voiced his interest in serving on the Planning Commission. He gave a brief background of himself. Barron to forward him an application and some information.

INFORMATION SHARING

Item 5.

COMMISSIONER COMMENTS: Commissioners asked about the Besse property and the Fairview Manor property.

COMMUNITY DEVELOPMENT COMMENTS: Barron gave an update on the Northshore Property and provide some information on Fairview and Besse properties and discussed the millage issue.

ADJOURNMENT: 5:45PM



Michigan Municipal Electric Association
 809 Centennial Way
 Lansing, MI 48917
 +15173238346
 mmeainvoices@mpower.org

Invoice 4177

BILL TO

City of Gladstone
 1100 Delta Avenue
 Gladstone, MI 49837

DATE
 01/24/2025

PLEASE PAY
 \$5,208.00

DUE DATE
 02/23/2025

ACTIVITY	DESCRIPTION	AMOUNT
2025 Membership Dues		5,208.00

TOTAL DUE

\$5,208.00

Pay invoice

THANK YOU.



INVOICE

Invoice: 929760796
Cust Acct#: 8615
P.O.#: 1353
Sales Order#: 39801795
Sales Doc Type: Sales Order
Payment Terms: NET 25TH PROX (31)

Date: 01/27/2025

Page 1 of 1

Item 7.

Border States - PWK
N29W23606 Woodgate Ct E
Pewaukee WI 53072-6248
Phone: 262-347-2199

CITY OF GLADSTONE MI
ATTN ACCOUNTS PAYABLE
1100 DELTA AVE
GLADSTONE MI 49837-1434

Please remit to:

Border States Industries Inc
NW 7235
PO Box 1450
Minneapolis MN 55485-1450

Ship to:

CITY OF GLADSTONE
10 N 11TH ST
GLADSTONE MI 49837

Cust Item	Item	Material MFG - Description	Order Qty	Ship Qty	Back Ordered	Price	Per	UoM	Total Value
	000010	- KNOVA15A 3-Phase Recloser, 15kV - **18 WEEK LEAD TIME Serial Numbers: CP5720167957 CP5720167958 KNOVA15A 15kV,3Phase Recloser 1 Eyebolt Terminal 1/0-500 MCM Eyebolt Terminal 1 120Vac Auxiliary Powered ENGLISH Language Interrupting Current: 12.5 kA Continuous Current: 630 Amp A STANDARD Aluminum Housing Domestic Packaging Pk: Recl w/wo Hangers	2 EA	2		18,548.72 /1		EA	37,097.44

Total due by 02/25/2025

Mail at least 7 business days before due date.

Shipping and Handling \$ 0.00
Total \$ 37,097.44

Please return invoice with your remittance noting all adjustments.

State Tax \$ 6.000 %
County Tax \$ 0.000 %
Local Tax \$ 0.000 %
Other Tax1 \$ 0.000 %
Other Tax2 \$ 0.000 %
Other Tax3 \$ 0.000 %
Tax Subtotal \$

Net Invoice Amount \$

A finance charge of 1.5% per month or the maximum allowable by law whichever is greater, will be assessed if payment is not received by invoice due date.

To access Border States Terms and Conditions of Sale, please go to
<https://www.borderstates.com/termsAndConditions#>

ORIGINAL



U.P.S.E.T.
Upper Peninsula Substance Enforcement Team
P.O Box 86 Marquette, MI 49855
(906) 228-1002 Fax (906) 228-0756

Item 8.

AGREEMENT FOR LAW ENFORCEMENT SERVICES

This agreement made and entered into on the date set forth below and between the Upper Peninsula Substance Enforcement Team, hereinafter known as UPSET, it's Board of Directors, and the City of Gladstone, hereinafter known as City, located in the County of Delta, State of Michigan by and through the City officials.

WHEREAS the City is desirous of contracting with UPSET for the performance of narcotics law enforcement functions within the City and,

WHEREAS UPSET is agreeable to rendering, such services within the City on the following terms and conditions:

1. UPSET agrees to provide enforcement of narcotics and/or controlled substance laws and the prevention and detection of related criminal activities, solution of crimes concerning these laws, and in apprehension of criminal suspects within the City, including all city owned properties and privately owned properties within the City.
2. UPSET agrees that such investigations shall be provided in a workmanlike and reasonable nature with similar professionalism to that now provided by UPSET.
3. UPSET agrees to provide drug awareness presentations as requested by the City.
4. UPSET agrees that it shall provide services for the consideration as set forth in this contract.
5. In consideration for the above services, the City agrees to pay UPSET the sum of \$ 5,257.00 upon execution of this Agreement.
6. It is understood by the parties that the law enforcement officers shall be under the direct and sole control of UPSET and shall be responsible only to UPSET.

City of Gladstone

UPSET

Title: City Manager

Title: UPSET Commander

Signature: _____

Signature: _____

Date: _____

Date: _____



U.P.S.E.T.
Upper Peninsula Substance Enforcement Team
P.O Box 86 Marquette, MI 49855
(906) 228-1002 Fax (906) 228-0756

Item 8.

City of Gladstone Clerk
1100 Delta Avenue
Gladstone 49837

January 23, 2025

Dear Board Members,

The Upper Peninsula Substance Enforcement Team (UPSET) is a multi-jurisdictional narcotics task force committed to the safety and well-being of the citizens in the Upper Peninsula of Michigan. UPSET is seeking funding to assist with operating expenses which greatly enhance investigative efforts in your community.

Established in 1988, UPSET started out as a small drug team which primarily arrested drug users and smaller dealers. Today, UPSET has become a driving force for narcotics education, awareness, and enforcement. UPSET consists of multiple federal, state, and local agencies and serves all 15 counties of the Upper Peninsula and by working together as one, the enforcement impact on a community is like no other. UPSET has the only clandestine methamphetamine lab team with specialized training in enforcement and education. This specialized training is essential to minimizing drugs that are distributed in communities that have limited police services. UPSET provides drug awareness in schools, to civic groups, law enforcement, fire departments, medical staff, and local businesses.

Unfortunately, UPSET does not receive operating expenses from state government. UPSET is primarily funded by local municipalities, grants, and private donors. Due to economic difficulty, many of these resources have either significantly decreased or ceased their funding. Like many other organizations, UPSET continually seeks additional funding avenues to carry on our mission.

The funding you provide can significantly assist UPSET to enhance our enforcement, awareness, and education services in your community. Thank you for your continued support.

Sincerely,

D/Lt. Tim Sholander
UPSET Commander

Gladstone Power Emergency Response Plan

This Emergency Response Plan addresses:

- Public appeal to reduce load
- Mandatory load reduction
- Restoration of load

1 Emergency Response Team

The Emergency Response Team will be activated if any of the above occurs and is responsible for ensuring this plan is implemented.

Role on Team	Name	Title	Extension
Director (primary)	James Olson	Electric Superintendent	(906)280-6698
Director, alternate	Ben Hewitt	Lead Lineman	(906)420-4639
Member	Dave Mathias	Lineman	(906)280-0786

2 Public Appeal to Reduce Load

Discussed below are the actions the utility will take in response to:

- Advance notification that a public appeal to reduce load may be forthcoming
- Public appeal issued
- Public appeal terminated

2.1 Public Appeal Possible

If the utility is notified that a public appeal to reduce load may be forthcoming (such notification will be from WPPI Energy via telephone), the utility will take the following actions:

- Review this Emergency Response Plan.
- Determine whether to alert the entities listed below under 2.2.1 Immediate Actions (2.2 Public Appeal Issued) to prepare for the possibility that there may be a public appeal to reduce load, and if a public appeal is in fact issued the utility will be asking them to startup their standby generation or voluntarily reduce load.

2.2 Public Appeal Issued

2.2.1 Immediate Actions

Upon learning a public appeal to reduce load has been issued (as a result of either a telephone call from WPPI or communications from the Local Balancing Authority), the utility will take the following actions:

- Startup the utility's standby generation.
- Request startup of all other available municipal standby generation (e.g., municipal water and wastewater standby generation facilities including back-up engines to maintain municipal water supplies and sewage handling facilities).
- Request shutdown all non-essential municipal load.
- Request startup of all available customer standby generation (e.g., hospitals).

Standby generation and contact information to support the above actions are as follows:

Utility Standby Generation

Generator	kW	Notes
None		

Other Available Municipal Standby Generation and Contact Information

Generator	kW	Contact Name	Contact Title	Contact Telephone All (906)
Electric Garage	17	James Olson	Elect. Superintendent	280-6698
Public Safety	10	Ron Robinson	P.S. Director	280-9924
Water (portable)	60	Rob Sprietzer	Water Superintendent	399-0764
Waste Water	600	Rodney Schwartz	W.W. Superintendent	280-0203

Non-essential Municipal Load and Contact Information

Load	kW	Contact Name	Contact Title	Contact Telephone All (906)
Recreation	< 5	Wendy Taavola	Rec. Director	420-4745
Public Works	< 10	Barry Lund	P.W. Director	241-7519
City Hall	15	Eric Buckman	City Manager	280-2444

Customers With Standby Generation

Customer Name	kW	Contact Name	Contact Title	Contact Telephone
None				

2.2.2 Next Steps

After addressing the startup of standby generation and the shutdown of non-essential municipal load as discussed above, the utility will take the following actions:

- Inform utility staff that a public appeal to reduce load has been issued and be prepared to take customer calls.
- Outreach to the media during a public appeal is the responsibility of the Local Balancing Authority (LBA); therefore, your utility does not need to inform or contact the local press that a public appeal to reduce load has been issued. (Doing so may result in the unintentional dissemination of outdated, conflicting or confusing information.)
- Should your utility receive media inquiries regarding a public appeal, the following reply is suggested: “In response to the public appeal issued by [LBA-see section 5 for a listing], which has responsibility for coordinating this appeal throughout our general area, our utility is taking appropriate steps to help reduce our municipal electric load and ease strain on the regional system. We encourage local customers to take any voluntary steps they can to help reduce electric load as well. Media inquiries and requests regarding the public appeal should be directed to [LBA-see section 5 for contact information].”
- Notify the police and fire departments and other local government, city, village, and county officials that emergency electrical outages may be forthcoming.
- Solicit significant commercial and industrial load for voluntary load reduction.

2.3 Public Appeal Terminated

Upon learning a public appeal to reduce load has been terminated (as a result of either a telephone call from WPPI or communications from the Local Balancing Authority), the utility will take the following actions:

- First:
 - Inform any load that responded to the utility’s request for voluntary load reductions to resume normal operations: for example, significant commercial and industrial load, non-essential municipal load.
 - Inform any standby generation that responded to the utility’s request to operate to stop operating: customer, municipal (including any utility standby generation).
- Next:
 - Inform utility staff that the public appeal to reduce load has been terminated and be prepared to take customer calls.
 - Media requests for updates and information about the public appeal should be directed to [LBA-see section 5 for a listing].
 - Notify the police and fire departments and other local government, city, village, and county officials that the public appeal to reduced load has been terminated.

3 Mandatory Load Reduction

3.1 Immediate Actions

First, the utility will immediately implement any instructions to shed firm load. The utility will receive instructions to shed firm load from its transmission owner (transmission emergency) or Local Balancing Authority (capacity emergency). Instructions to shed firm load must be implemented unless it is impossible to do so.

- Repeat the instructions to confirm your understanding, and confirm with the caller your understanding is correct.
- Alert customers with critical needs (e.g., hospitals) on each distribution substation feeder and local agencies who can assist critical needs customers.
- Shed firm load. Use the information in the table below (Actions to Shed Firm Load) to shed firm load, consistent with plans to sustain service where possible to critical needs customers.
- Remain ready to respond to additional instructions to shed firm load.

Information (Critical Needs Customers, Actions to Shed Firm Load) to support the above actions is as follows:

Critical Needs Customers

#	Customer Name	Address	Telephone #	Feeder #
1	Water Treatment Plant	22 Delta Avenue	428-3460	1203
	Plan to Sustain Service: Maintain operation of Industrial Circuit			
2	Waste Water	413 Minneapolis Avenue	428-1757	1204
	Plan to Sustain Service: Maintain service to Downtown East Residential Circuit.			
3	Public Safety	144 4 th Avenue N.E.	428-3132	1204
	Plan to Sustain Service: Maintain service to Downtown East Residential Circuit			
4				
	Plan to Sustain Service:			

Know what action at each substation will produce the requested load reduction. Actions may include local or remote operation of (1) substation feeder breakers or reclosing devices, (2) sectionalizing switches or fuses, and/or (3) primary side disconnects in individual substations.

Any of these actions may be required at various stages during an emergency to effectively respond to specified load reduction targets.

Actions to Shed Firm Load

Location (e.g., Substation #, Pole #)	Device (e.g., feeder #, breaker #, reclosure #, switch #)	Approximate Load	City Load Served	# Critical Needs Customers
Substation	S.B. Res. (1201)	550 KW	<50	0
Substation	N.B. Res (1205)	800 KW	0	0
Substation	Downtown W (1202)	950 KW	<50	0

3.2 Next Steps

After implementing the load shed, the utility will:

- Inform utility staff that there will be emergency electrical outages and be prepared to take customer calls.
- Media requests for updates and information about the public appeal should be directed to [LBA-see section 5 for a listing].
- Notify the police and fire departments and other local government, city, village, and county officials that there will be emergency electrical outages.

4 Restoration of Load

First, the utility will restore load in the manner and timing as instructed. Wait to restore both manually shed load and automatically shed load until instructed.

Next, the utility will:

- Inform utility staff that load is in the process of being restored and be prepared to take customer calls.
- Media requests for updates and information about the public appeal should be directed to [LBA-see section 5 for a listing].
- Notify the police and fire departments and other local government, city, village, and county officials that load is in the process of being restored.

5 Local Balancing Authority Contact Information and Identification Table

The table below provides Local Balancing Authority contact information should you receive media inquiries.

Local Balancing Authority	UPPC
---------------------------	------

Name	Abbreviation	Contact Information
Alliant East	ALTE	608.458.4040 news@alliantenergy.com
Alliant West	ALTW	WI: 608.458.4040 IA: 319.786.4040 news@alliantenergy.com
We Energies Northern WI-MI	MIUP	414.221.4444
Xcel	NSP	612.215.5300 mediainquiries@xcelenergy.com
Upper Peninsula Power Co (UPPCO)	UPPC	888.267.3644 Or 906.449.2015
We Energies (WEPCO)	WEC	414.221.4444
Wisconsin Public Service	WPS	800.977.2250

The table below is alphabetized by WPPI Energy member and lists each member's Local Balancing Authority.

Member	Local Balancing Authority	Member	Local Balancing Authority
Alger Delta	MIUP & UPPC	Muscoda	ALTE
Algoma	WPS	Negaunee	UPPC
Baraga	UPPC	New Glarus	ALTE
Black River Falls	NSP	New Holstein	WPS
Boscobel	ALTE	New London	WEC
Brodhead	ALTE	New Richmond	NSP
Cedarburg	WEC	Norway	MIUP
Columbus	ALTE	Oconomowoc	WEC
Crystal Falls	MIUP	Oconto Falls	WEC
Cuba City	ALTE	Plymouth	ALTE
Eagle River	WPS	Prairie du Sac	ALTE
Evansville	ALTE	Preston	ALTW
Florence	MIUP	Reedsburg	ALTE
Gladstone	UPPC	Richland Center	ALTE
Hartford	WEC	River Falls	NSP
Hustisford	ALTE	Slinger	WEC
Independence	ALTW	Stoughton	ALTE
Jefferson	WEC	Sturgeon Bay	WPS
Juneau	ALTE	Sun Prairie	ALTE
Kaukauna	WEC	Two Rivers	WPS
L'Anse	UPPC	Waterloo	WEC
Lake Mills	WEC	Waunakee	ALTE
Lodi	ALTE	Waupun	ALTE
Maquoketa	ALTW	Westby	NSP
Menasha	WEC	Whitehall	NSP
Mount Horeb	ALTE		

2024 Façade Grant Guidelines

City of Gladstone's Downtown Development Authority



Photo Credit: Visit Escanaba

Applications will open **September 1st and close October 31st**, and recipients will be notified before the end of the calendar year for funding to be utilized in 2025. The DDA provides grant funding on a matching basis per the Façade Grant Funding Guidelines. **A minimum owner's match of 50% is required for total (façade) project costs.** Grants are awarded based on availability of funds, project scope, and value added to the building and district.

The owner must pay his/her share of the match of the total cost of the façade project up front, once the project funding has been approved, and prior to any funding being released.

The owner's match is the first money reimbursed on the project. The owner's match requirement is based on 50% of the total façade project costs. Matching funds for other work (interior or non-façade work) being completed will be considered when determining whether to approve a project.

A lien will be placed on the property, through a mortgage and mortgage note and filed with the Register of Deeds for a five-year period. If the property maintains the business status for the five-year period, the loan/grant will be forgiven, and the lien removed at the end of the five years. Passed by the board at the April 11, 2006, meeting, fees associated with the removal of the lien (Delta County Register of Deeds) will be the responsibility of the owner(s).

All information submitted by the owners and contractors will be kept confidential and will remain City of Gladstone's files for at least five years.

What can I begin doing to prepare for the application?

Below is a checklist of items required on the application. You can begin collecting this information early so you are prepared for the application to go live on September 1st!

- ✓ Assessed Value of the Property
- ✓ Business's TaxID Number
- ✓ Documentation of Cost Estimates
 - Estimated Total Project Cost
 - Estimated Facade Cost
- ✓ List of Building and Material Specifications
- ✓ Proof of Building Insurance
- ✓ Scaled Drawings and/or Documentation of Work to be Completed
- ✓ The Year the Structure was Built
- ✓ Written statement describing the project in its entirety, including components of the project that fall outside of the scope of the facade (1000 words max)

Facade Grant Eligibility & Qualifications

A current business owner at the location of an approved facade must wait a minimum of five years before they may be eligible to re-apply for additional funds.

All business projects considered for review must be located within the DDA district and the primary use must be business related.

What qualifies as a facade?

This grant applies to the **front facade of the building, as well as additional sides that are visible to public** - streetscape view and/or foot traffic. The list below provides guidance on what the DDA considers to be facade work but recognize that this is not an exhaustive list and other items may be considered at the DDA's discretion.

- | | |
|--|--|
| ☒ Awnings Restoration or Repair | ☒ New Builds |
| ☒ Building Additions or Expansions | ☒ Parking Lot Improvements |
| ☒ Curb Replacement | ☒ Paving |
| ☒ Demolition | ☒ Restoration of Historic Elements |
| ☒ Door Replacement Upgrades | ☒ Roofing Replacements or Repairs |
| ☒ Exterior Light Fixtures Updates | ☒ Sidewalk Replacement |
| ☒ Exterior Painting | ☒ Siding Repair or Replacement |
| ☒ Fake Facades Removal | ☒ Signs Replacements - Unless there is a facade enhancement feature. |
| ☒ Infrastructure Repairs or Upgrades (Electrical, Water, Wastewater, etc.) | ☒ Temporary Repairs |
| ☒ Irrelevant or Old Signage Removal | ☒ Window Air Conditioners Removal |
| ☒ Masonry Cleaning or Repair | ☒ Window Replacement Upgrades |

Contractor Information & Requirements

- It is the responsibility of the business owner to choose the contractor.
- The contractor must present proof of insurance, license, and a W-9 to the City of Gladstone prior to work beginning.
 - *When required, project work must be completed by a licensed contractor.*
- Half of the total cost of the project will be disbursed up front to purchase materials and get the project started. Additional draws may be made as the work progresses with proper documentation and lien waivers as required.
 - A "Request for Payment" form will be used for each draw.
 - At least 25% of the total project costs will be withheld until all work is complete and the owner and building inspector or grant administrator makes a final inspection.
 - A sworn statement shall be signed by the contractor stating that all contractors, subcontractors, and supplies have been paid in full before receiving the final payment.

Project Requirements

Approved grants have one year to complete the project once it has been approved by the DDA. Grants that exceed the one-year time frame to complete work will need to reapply to the DDA. Please reference the minutes from the May 25, 2010 DDA Board Meeting for more information.

Any facade work that requires additional reviews shall demonstrate successful compliance to the Grant Administrator prior to the final release of facade funds or prior to the work necessitating the compliance is commenced. Additional reviews that may be required may include, but not be limited to:

- Building Permit
- EGLE Compliance
- Mechanical/Electrical Permit
- Sign Permit
- Site Plan Review
- Zoning Compliance



City of Gladstone, MI

1100 Delta Avenue
Gladstone, MI. 49837
www.gladstonemi.org

Staff Report

Agenda Date: February 10, 2025 Eric Buckman, City Manager: _____

Department: DDA Department Head Name: _____

Presenter: Patricia West Kim Berry, City Clerk: _____

This form and any background material must be approved by the City Manager then delivered to the City Clerk by 4:00 PM the Tuesday prior to the Commission Meeting.

AGENDA ITEM TITLE:

Facade Grant Program Guidelines

BACKGROUND:

In revitalizing the Façade Grant Program in 2024, the DDA made updates to the façade grant program guidelines.

FISCAL EFFECT:

None

SUPPORTING DOCUMENTATION:

2024 Façade Grant Guidelines

RECOMMENDATION:

Approve the updated facade grant guidelines.



City of Gladstone, MI

1100 Delta Avenue
Gladstone, MI. 49837
www.gladstonemi.org

Staff Report

Agenda Date: February 10, 2025 Eric Buckman, City Manager: _____

Department: DDA Department Head Name: _____

Presenter: Patricia West Kim Berry, City Clerk: _____

This form and any background material must be approved by the City Manager then delivered to the City Clerk by 4:00 PM the Tuesday prior to the Commission Meeting.

AGENDA ITEM TITLE:

Social District Planning Committee

BACKGROUND:

The social district survey closed on Monday, February 3rd and the survey responses have been consolidated in the pages to follow.

FISCAL EFFECT:

None

SUPPORTING DOCUMENTATION:

Social District Survey Data

Social District Forum from Michigan Association of Chiefs of Police

RECOMMENDATION:

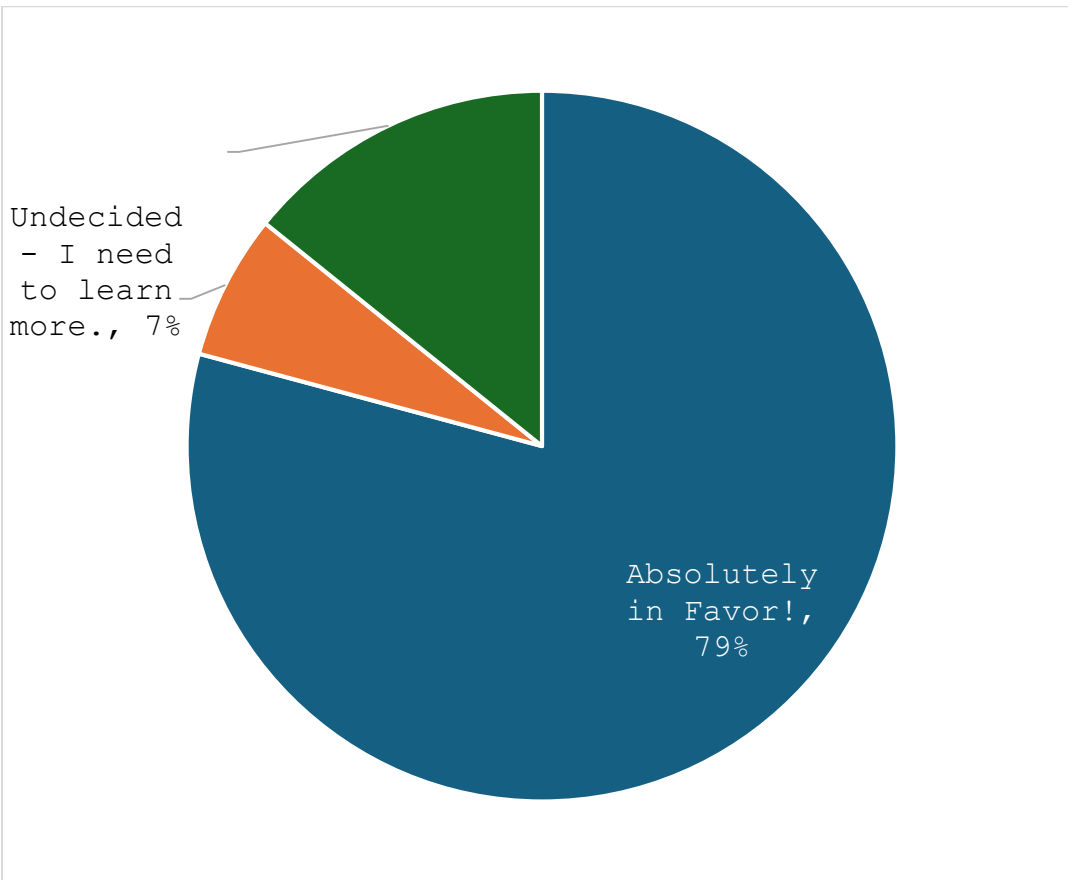
Appoint a committee consisting of the Mayor, the DDA Director, the Director of Public Safety, and representatives from participating establishments. This committee will develop a **Maintenance and Management Plan** outlining the logistics of the social district and present a final recommendation to the City Commission.

Social District Survey Data

Total Responses: 197

Are you for or against a social district in Gladstone?

	Count	Percentage
Absolutely in Favor!	156	79%
Undecided - I need to learn more.	13	7%
I am not in favor of this initiative.	28	14%
Total	197	



The data below filtered out anyone who was **not** a Gladstone Resident, Gladstone Business Owner, or City Staff.

	Count	Percentage
Absolutely in Favor!	112	80%
Undecided - I need to learn more.	11	8%
I am not in favor of this initiative.	17	12%
Total	140	

What concerns do you have if Gladstone implemented a social district?

	Absolutely in Favor!	Undecided - I need to learn more.	I am not in favor of this initiative.
Aggression/Bad Behavior	1	2	2
Child Safety or Proximity to Alcohol	1	3	9
Enforcement	5	1	1
Drunk Driving		1	1
Hours of Operation	3	2	
Litter & Trash	3	2	1
Noise		2	1
Parking & Traffic	5	1	
Pedestrian Crossing	2		
Public Intoxication	4	1	8
Smoking Cigarettes or Marijuana		1	2
Underage Drinking	4		3
Vandalism	1		1

Please share your thoughts or feedback on the proposed boundaries of the district.

- Over 60 responses indicated the proposed boundary was appropriate.
- 16 individuals expressed interest in extending the boundaries
- There were eight responses encouraging the city to make the boundary smaller or avoid the 800 block on Delta Avenue due to extracurricular activities targeted towards children (Dance It Up and Superior Martial Arts).
- Notable comments also expressed concern about extending the boundary to pass near the elementary/middle school.

Do you have any other thoughts or feedback you'd like to share?

- I think this is an innovative idea that has potential to be successful if the downtown businesses are on board.
- Just that I think it's a fantastic idea.
- I like this idea. I've been to many cities in Michigan and Wisconsin that have this, and they are very popular.
- Music nights downtown!
- We would love to set up a booth or be involved where we can be.
- Social districts can enhance visitors and citizens interest in the downtown events and certainly make them more festive! Having the district will naturally help businesses within the district plan together as they will all benefit from more pedestrian traffic.
- I don't know who is behind the push to revitalize the downtown area of Gladstone, but I applaud your effort! Thank you!
- I am an economic partner in the area and I think this would hugely benefit many downtown Gladstone businesses. Such a great idea!

- promote business advertising in the district and establishments. Example: signage/mark for our dental office (gallery b smiles) in/outside saunders point brewery.
- Would like to see the event include like a flea market area where people could set up a table and sell there goods. This could be done in the parking lot of the Veterans Park (next to the Legion). Might draw more people downtown if they knew they could participate, fund raise for cub scouts, girl scouts, themselves, etc.
- I like the idea but want to know more details
- I've noticed, during the couple of times I've attended the music nights at Van Cleve Park in the summer, that a lot of people bring and enjoy their own alcoholic beverages at those events, which (unless I'm mistaken) is allowed by 436.1915: "alcoholic liquor may be possessed or consumed in public parks, public places of amusement, or a publicly owned area not licensed to sell for consumption on the premises." However, if the park became part of that social district, wouldn't that mean the only booze people could consume there would be from licensed participating establishments? For one, that's a very long walk from the nearest licensed place; for another, that hurts people who like to enjoy music alongside a drink that's not priced from a bar. So that would be my argument against adding the park to the district.
- I think it is a great idea. Gladstone is a great city with great options for business. I think it can only help grow.
- I also like the idea to possible expand the social district to our beautiful water front.
- I think this is a great idea. I feel like in delta county we are so behind on trying new things. I understand we're more of an old person community but some of us are still younger.
- I am not in favor of more booze walking around the streets. The rules we have are there for a reason. This seems like an attempt t try and prop up downtown businesses at the expense of hose not downtown and even at increased risk of injury and misery to the citizens of the town and proposed district. As a former resident, who has many family and friends still there, I am in opposition.
- I'd like to see 10th street, north of Delta Ave to the alley, turned into green space
- I look forward to seeing how the city embraces this for tourism growth!
- Love this!
- I think it would enhance the downtown area and encourage people to socialize
- I am already dealing with vaping, smokin, f bombs, GD's and such when i am out shopping with my 6 year old, now he can see the wonders of drinking and all that entails plus when glaases are left unattended, which they will, what prevents a child from tasting?
- I think it is an amazing idea and should bring people to downtown especially since the new brewer has opened! This should help other established businesses in town also.
- From my vantage point Gladstone already has substance abuse issues. It seems like this initiative might facilitate the problem. This would not be top of my list on ways to promote growth and tourism to this tiny but awesome town.
- Adding alcohol to the streets will need more police patrol. Can we afford to have police spend their time walking the Gladstone social district to insure safety? Are the facilities that will sell the alcohol aware that The Licensee must apply to the MLCC for the Social District Permit and the Licensee is required to pay an inspection fee of \$70 and a permit fee of \$250? See attached link for the Michigan restaurant & lodging assoc.

<https://www.mrla.org/may21ateallen.html>

- Need to make public aware of specific details. A blanket "social district" is vague. Make sure businesses have a vote-not just those in district. Detail changes this will cause.
- Love to see more uses for the farmers market space and chances to build community rapport.
- I would love to see our local government go and recruit businesses to come to the area. Example Costco, or other manufactures.
- Please please please do this. I'm begging you. In order to get younger people to want to move here we need to offer social opportunities that many of them experience in the larger areas that they go to college in. This is a great first step for us!
- I think Dew Drop Inn has done a great job at offering outdoor seating where people, if they so choose, can enjoy the outdoors while also enjoying their drinks. Other businesses are free to take the steps they did.
- This would be a great opportunity for businesses to do more summer outdoor events and draw more people to our community. Live music, street festivals, business collaboration events, etc.
- Our community needs to be proactive and progressive. There are communities our size that have done this with success and we should too.
- Be great especially in the summer. Could have more downtown activities
- I think this would be great for the Gladstone community! It opens up opportunities for many different events to happen in Gladstone that would attract people to the area.
- More police to help keep people acting classy.
- Animal and family friendly if possible?
- Love the idea! I feel it would help revitalize our beautiful downtown. It would attract people and more businesses. .
- This is a great idea
- I hope it brings more outside activities and music to the area.
- If people can't walk the two blocks from the VFW to the Brewery without a beverage in hand, then that is problematic
- A social district in Gladstone is a fantastic opportunity to bring the community together, support local businesses, and create a vibrant, welcoming atmosphere. It encourages people to gather, connect, and enjoy shared spaces while boosting the local economy. Social districts often foster a sense of pride and belonging, making your hometown an even better place to live, work, and visit.
- I think this would be a great thing for us as citizens living in this fine community and also for Tourists coming and going and will help our city and also all the local small businesses here this is long over due for us as a community
- More benches down on Delta would be really nice
- Love this idea, my daughter goes to college in Midland and they have a wonderful set up. Cornhole boards, corner fire tables, music outdoors, etc.
- Perhaps having social events only at designated times and not a free for all. That way businesses that have children can make sure they are closed during these events. So maybe a Saturday night on the first Saturday of the month.
- I like the idea of being able to walk with a beverage or ride bike to restaurants within our small downtown area.
- I am highly disappointed in the fact of alcohol potentially being allowed openly and freely downtown is even being considered. As a DDA you could be using time to be much more

productive. You're catering to a crowd of people who can potentially create major problems for the city and people of the city.

- i think this would be a great idea, especially in the summer so we can enjoy our drinks outside!
- An area for food trucks would be something to consider.
- Please think of the minors
- I think it is a great idea. I see this being more popular in the summer months. Will be a draw for people to come to downtown Gladstone and enjoy the nice weather.
- I applaud the creative thinking around making downtown Gladstone more socially engaged.
- I think it is most effective if the public and businesses are well educated on how it works. A few suggestions.
 - 1) clear signage on the street
 - 2) windows decals that businesses can display so it's easier to identify who is participating
 - 3) Postcard or rack card with the rules and other information info
 - 4) QR code on signage that directs to a dedicated page/section of the website, including who to contact if they have any questions.
- I think this is a great idea for Gladstone. I have visited communities where a social district is in place and it seemed to work very well.



Chief's Community ⚙️ SETTINGS

[Community Home](#) [Discussion 1.7K](#) [Library 324](#) [Members 379](#)

◀ [BACK TO DISCUSSIONS](#)

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Social District Opinions

-  David Kirk 07-20-2023 14:27
Good afternoon, Our city is entertaining the idea of establishing a social district which would allow ...

1. Social District Opinions

0 RECOMMEND



David Kirk

ACTIONS ▼

Posted 07-20-2023 14:27

REPLY ▼

Good afternoon,

Our city is entertaining the idea of establishing a social district which would allow open alcohol between the downtown bars where previously it would have been prohibited.

I'm looking for input from jurisdictions that have implemented a social district regarding positives or negatives noted since implementation.

Any information would be greatly appreciated.

David Kirk
Chief
St. Johns Police Department

2. RE: Social District Opinions

0 RECOMMEND



Brett Selby

ACTIONS ▼

Posted 07-20-2023 15:43

REPLY ▼

I would be interested in that as well

Thank you

Brett Selby
Chief of Police
Imlay City Police Department

► ORIGINAL MESSAGE

3. RE: Social District Opinions

0 RECOMMEND

UPLOAD
A PHOTOJason Allen

ACTIONS ▼

Posted 07-21-2023 08:53

REPLY ▼

Our city has been doing this for 2 years now in our little downtown area. Hundreds of people attend each time. DPW blocks off the roadway. We have 2 officers on overtime at these. A DDA was established in that area and we bill them for the overtime. We have not seen an increase in OWIs nor have there been other problems with these events (except people trying to bring in their own alcohol).

Feel free to call or email if you have more questions.

Jason Allen
Chief
St. Clair Shores Police Department

▶ ORIGINAL MESSAGE

4. RE: Social District Opinions

0 RECOMMEND

Brent Pirochta

ACTIONS ▼

Posted 07-21-2023 09:37 |  [view attached](#)

REPLY ▼

Chief Kirk,

The City of Brighton started a social district in 2020/2021 and we currently have 14 participating establishments. In the beginning, there was some concern as to how this was going to impact the community and police service. So far, we have not experienced any issues as it relates to drunk driving, fights, and people refilling the social district cups in parking lots.

I believe the success of our social district is due the educational campaign we did for the community, restaurants, and social district signage posted. I uploaded a copy of our social district education packet that each establishment must complete prior to receiving a social district permit.

If you have any further questions, please feel free to contact myself or Deputy Chief Craig Flood

 Brent Pirochta
 Chief of Police
 Brighton City Police Department

Attachment(s)



[PD SD Ed Packet.pdf](#)

6.49 MB

1 version

► ORIGINAL MESSAGE

5. RE: Social District Opinions

0

RECOMMEND



Joshua Lankerd

ACTIONS ▼

Posted 07-25-2023 16:23

REPLY ▼

Chief Kirk,

The City of Marshall created a social district during Covid. We currently have 7 participating establishments with additional permits pending. We have not seen any increases in alcohol related incidents (OWI, Disorderly, Assaults, etc).

We have seen an increase in the number of establishments interested in obtaining permits. We worked with our local businesses and LCC to put on trainings for our businesses to help with LCC licensing issues.

We have only had two issues or concerns. The first issue is making sure we suspend the social district for some events involving LCC Special Licenses. Special license (beer tents etc) events that take place in the common areas require the suspension of the the social district during these events. The second concern/issue is the expansion requests for the social district/common area. My suggestion would to make sure there is a strategic developmental plan for business expansion which incorporates potential expansion of the social district.

If you have any further questions, please feel free to contact me.

 Joshua Lankerd
 Chief
 Marshall Police Department

➤ ORIGINAL MESSAGE

6. RE: Social District Opinions

0 RECOMMEND

UPLOAD
A PHOTO

Christopher Hurst

Posted 08-28-2023 09:07

REPLY ▼

The City of Lowell has had a social district since 2020. Our biggest complaint is patrons drinking package alcohol in the district. They will bring it with or buy it at our local liquor store. We just educate the public (pour it out and give a warning) and remind them of the restrictions.

Chief Hurst

 Christopher Hurst
 Chief
 Lowell Police Department

➤ ORIGINAL MESSAGE

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City of Gladstone, MI

1100 Delta Avenue
Gladstone, MI. 49837
www.gladstonemi.gov

Staff Report

Agenda Date: February 10, 2025 Eric Buckman, City Manager: _____
 Department: Wastewater Department Head Name: Rodney Schwartz
 Presenter: Rodney Schwartz Kim Berry, City Clerk: _____

This form and any background material must be approved by the City Manager then delivered to the City Clerk by 4:00 PM the Tuesday prior to the Commission Meeting.

AGENDA ITEM TITLE: Wastewater Upgrades Request for Disbursement of Funds Draw #31.

BACKGROUND: According to the procedures required by Michigan Finance Authority State Revolving Loan Fund documents, requests for reimbursement of funds require Commission approval before sending to the State. Draw #31 includes Staab Construction payment #32 totaling \$151,484.67.

FISCAL EFFECT: \$151,484.67

SUPPORTING DOCUMENTATION: Request for Disbursement of Funds Draw #31 packet.

RECOMMENDATION: Approve Request for Disbursement of Funds Draw #31 totaling \$151,484.67.

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MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
Finance Division

**DRINKING WATER STATE REVOLVING FUND, CLEAN WATER STATE
REVOLVING FUND, AND STRATEGIC WATER QUALITY INITIATIVES FUND
REQUEST FOR DISBURSEMENT OF FUNDS**

As required under authority of Parts 52, 53, and 54 of NREPA, 1994 PA 451, as amended.

General Information

You must complete the information on pages 1 and 2 for each request for disbursement of funds that is submitted to the State Revolving Funds (SRF). A separate form is required for each assigned SRF project number. Detailed instructions can be found at the end of this document. Email this completed request along with cost supporting documentation (invoices) to your [EGLE project manager](#).

SRF Project Number: 5727-01 Request #: 31 Request Type: ☒ Partial ☐ Final

Period Covered by Request (M/D/Y): 12/16/2024 to 1/28/2025 Loan Amount: \$21,305,000

Loan Recipient's Name: City of Gladstone Recipient's EIN: 38-6004686

Address: City Hall, 1100 Delta Avenue, Gladstone MI 49837 Phone Number: 906-428-2311

Recipient's Bank Name: Baybank

Address: 104 S. 10th Street, Gladstone MI 49837 Phone Number: 906-428-4040

Account Name: Checking ABA #: Account #:

Special Instructions:

You must complete the information above along with page 2 for your request to be processed.

FOR EGLE USE ONLY

Amount this request from SRF loan (including BIL supplemental):

Amount this request from BIL EC:

Amount this request from BIL LSLR:

Amount this request from Grants ARP: DWI:

Amount this request from Booker/WIFTA:

Budget Items (all amounts to the penny)	Approved Amount Incurred this Period	Approved Amount Incurred to Date
1. Asset Management Program/Fiscal Sustainability Costs		
2. Planning Costs		\$39,895.83
3. Rate Methodology Development Costs		\$1,309,660.00
4. Design Engineering Costs		\$73,625.00
5. Legal/Financial Service Fees		\$2,488.48
6. Administrative Costs		\$65,000.00
7. Bond Counsel Fees		\$6,533.10
8. Bond Advertisement Costs		
9. Bid Advertisement Costs		
10. Capitalized Interest		
11. Land Acquisition/Relocation Costs		
12. Land Purchase Costs		
13. Construction Engineering Costs		\$706,181.75
14. Construction Costs (Bid Contracts)	\$151,484.67	\$17,932,196.25
15. Construction Costs (Force Account)		
16. Equipment Costs		
17. Other Project Costs		
18. Adjustments Due to Other Funding		
19. Reimbursement from SRF-associated grant (ARP-SRF, DWI, Other)		
20. Total Amount Incurred This Period	\$151,484.67	
21. Total Cumulative Amount Incurred to Date		\$20,135,580.41
22. Amount Previously Disbursed		\$19,984,095.74
23. Amount Requested for Loan Disbursement		\$151,484.67

I certify that I am an authorized representative of the recipient and am authorized to make the following certifications on behalf of the recipient: (i) there is no pending litigation or event which will materially and adversely affect the project, the prospects for its completion, or the recipient's ability to make timely repayments on the obligation issued in connection with this project; (ii) the representations, warranties and covenants contained in the supplemental agreement for the obligations pursuant to which this request for disbursement is submitted continue to be true and accurate in all material respects as of the date hereof; (iii) to the best of my knowledge and belief, the costs above were incurred in accordance with the terms of the supplemental agreement and the application for assistance for this project; and (iv) the amount requested for disbursement represents the loan amount due, which has not previously been requested.

Authorized Representative Name: Eric Buckman Title: City Manager

Authorized Representative Signature: _____ Date: _____

FOR EGLE USE ONLY

Approved by EGLE Project Manager: _____ Date: _____

Remit to: STAB CONSTRUCTION CORPORATION
1800 LAEMLE AVE
MARSHFIELD, WI 54449

Contractor's Application for Payment No.

32

Application Date : 01/28/25

Application Period: 12/16/24 to 1/28/2025

To (Owner): CITY OF GLADSTONE

From (Contractor): Staab Construction Corporation

Via (Engineer): C2AE

Project: 4632- GLADSTONE, MI WWTF

Contract:

Owner's Contract No:

Contractor's Project No: 4632-

Engineer's Project No: ENG PROJ NO. 21-0120

Application for Payment
Change Order Summary

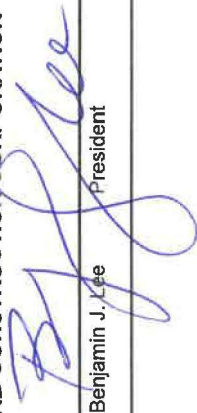
Change Orders approved in Previous months by Owner	\$627,805.25	-	\$175,604.00
Number	Additions	Deductions	
	0.00		0.00
TOTALS	\$627,805.25		-
Net Change by Change Orders			\$175,604.00

1. ORIGINAL CONTRACT PRICE \$17,743,000.00
2. Net Change By Change Orders \$452,201.25
3. Current Contract Price (Line 1+2) \$18,195,201.25
4. TOTAL COMPLETED AND STORED TO DATE
(Column G on Progress Estimate) \$18,057,196.25
5. RETAINAGE:
0.69 % of Total Contract
(Project over 50% Complete)
c. Total Retainage (Line 5a = 5b) \$125,000.00
6. AMOUNT ELEGIBLE TO DATE (Line 4 - Line 5c) \$17,932,196.25
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application) .. \$17,780,711.58
8. AMOUNT DUE THIS APPLICATION \$151,484.67
9. BALANCE TO FINISH, PLUS RETAINAGE \$263,005.00
(Column H on Progress Estimate + Line 5 above)

Contractor's Certification

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

STAB CONSTRUCTION CORPORATION

By:  Benjamin J. Lee President Date: 1-30-25

Payment of:

\$151,484.67

Line 8 or other - attach explanation of other amount)

is recommended by:

 (Engineer)

02/03/2025
(Date)

Payment of:

\$151,484.67

Line 8 or other - attach explanation of other amount)

is approved by:

(Owner)

(Date)

Approved by:

(Funding or Financing Agency (if applicable)

(Date)

CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 32
Application Date : 1/28/2025
To: 1/28/2025
Architect's Project No. ENG PROJ NO. 21-0120

Invoice #: 32 Contract : 4632- GLADSTONE, MI WWTF

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Balance To Finish (C-G)	I Retainage
			From Previous Application (D+E)	This Period In Place				
010010-00	PM/Supervision	420,000.00	420,000.00	0.00	0.00	420,000.00	0.00	
012200-00	Bonds & Insurance	205,000.00	205,000.00	0.00	0.00	205,000.00	0.00	
013100-00	Misc Job Expenses	420,000.00	420,000.00	0.00	0.00	420,000.00	0.00	
015000-00	Temporary Facilities	130,000.00	130,000.00	0.00	0.00	130,000.00	0.00	
016000-00	Yard & Equipment	545,000.00	544,900.00	100.00	0.00	545,000.00	0.00	
024100-00	Demolition	145,000.00	145,000.00	0.00	0.00	145,000.00	0.00	
024135-00	Equipment Demo	55,000.00	55,000.00	0.00	0.00	55,000.00	0.00	
030000-00	Sitework Concrete	130,000.00	130,000.00	0.00	0.00	130,000.00	0.00	
030000-10	Service Concrete	140,000.00	140,000.00	0.00	0.00	140,000.00	0.00	
030000-20	Administration Concrete	255,000.00	255,000.00	0.00	0.00	255,000.00	0.00	
030000-30	Primary Settling Tank Concrete	510,000.00	510,000.00	0.00	0.00	510,000.00	0.00	
030000-40	MBBR Concrete	495,000.00	495,000.00	0.00	0.00	495,000.00	0.00	
030000-50	Final Settling Tank No 1 & 2 Concr	63,000.00	63,000.00	0.00	0.00	63,000.00	0.00	
030000-54	Final Settling Tank No 3 Concrete	305,000.00	305,000.00	0.00	0.00	305,000.00	0.00	
030000-56	Splitter Box Concrete	55,000.00	55,000.00	0.00	0.00	55,000.00	0.00	
030000-60	Chlorine Contact Concrete	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00	
030000-70	Primary Digester Concrete	3,000.00	0.00	0.00	0.00	0.00	3,000.00	
034000-00	Precast Concrete	46,000.00	46,000.00	0.00	0.00	46,000.00	0.00	
036200-00	Concrete Repairs	26,000.00	20,000.00	0.00	0.00	20,000.00	6,000.00	
042000-00	Masonry	393,000.00	393,000.00	0.00	0.00	393,000.00	0.00	
055000-00	Metal Fabrications	320,000.00	320,000.00	0.00	0.00	320,000.00	0.00	
066000-00	FRP Fabrications	110,000.00	110,000.00	0.00	0.00	110,000.00	0.00	
068160-00	FRP Weirs & Baffles	114,000.00	114,000.00	0.00	0.00	114,000.00	0.00	
072113-00	Foundation Insulation	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00	
074213-00	Insulated Wall Panels	100,000.00	95,000.00	5,000.00	0.00	100,000.00	0.00	
075300-00	Single Ply Roof	300,000.00	300,000.00	0.00	0.00	300,000.00	0.00	
081000-00	Metal & FRP Doors	180,000.00	180,000.00	0.00	0.00	180,000.00	0.00	
084000-00	Alum Doors & Windows	32,000.00	32,000.00	0.00	0.00	32,000.00	0.00	
092116-00	Metal Stud & Drywall	38,000.00	38,000.00	0.00	0.00	38,000.00	0.00	
093000-00	Ceramic Tile	9,000.00	9,000.00	0.00	0.00	9,000.00	0.00	

Item 12.

CONTINUATION SHEET

Application and Certification for Payment, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

Invoice #: 32

Contract: 4632- GLADSTONE, MI WWTF

Application No.: 32

Application Date : 1/28/2025

To: 1/28/2025

Architect's Project No. ENG PROJ NO. 21-0120

A Item No.	B Description of Work	C Scheduled Value	D		E		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Balance To Finish (C-G)	I Retainage
			From Previous Application (D+E)	Work Completed This Period In Place						
095100-00	Ceiling Tile	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	100.00%	0.00	
096500-00	Resilient Flooring	26,000.00	26,000.00	0.00	0.00	0.00	26,000.00	100.00%	0.00	
099100-00	Painting	480,000.00	475,000.00	0.00	0.00	0.00	475,000.00	98.96%	5,000.00	
101000-00	Misc Specialties	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	100.00%	0.00	
107313-00	Metal Awnings	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	100.00%	0.00	
123000-00	Casework & Cabinets	95,000.00	95,000.00	0.00	0.00	0.00	95,000.00	100.00%	0.00	
124000-00	Furnishings ALLOWANCE	40,000.00	32,972.33	7,027.67	0.00	0.00	40,000.00	100.00%	0.00	
133400-00	Primary Tank Cover	245,000.00	245,000.00	0.00	0.00	0.00	245,000.00	100.00%	0.00	
220500-00	Plumbing	405,000.00	404,000.00	0.00	0.00	0.00	404,000.00	99.75%	1,000.00	
230500-00	HVAC	1,400,000.00	1,395,000.00	0.00	0.00	0.00	1,395,000.00	99.64%	5,000.00	
260500-00	Electrical Construction	2,300,000.00	2,295,000.00	0.00	0.00	0.00	2,295,000.00	99.78%	5,000.00	
260500-01	Electrical ALLOWANCE	17,000.00	17,000.00	0.00	0.00	0.00	17,000.00	100.00%	0.00	
312000-00	Earthwork	590,000.00	590,000.00	0.00	0.00	0.00	590,000.00	100.00%	0.00	
312343-00	Dewatering	320,000.00	320,000.00	0.00	0.00	0.00	320,000.00	100.00%	0.00	
314116-00	Permanent Sheeting	60,000.00	60,000.00	0.00	0.00	0.00	60,000.00	100.00%	0.00	
321216-00	Asphalt Paving	64,000.00	64,000.00	0.00	0.00	0.00	64,000.00	100.00%	0.00	
323100-00	Fencing	75,000.00	75,000.00	0.00	0.00	0.00	75,000.00	100.00%	0.00	
329219-00	Site Restoration	17,000.00	17,000.00	0.00	0.00	0.00	17,000.00	100.00%	0.00	
333000-01	Underground Piping Materials	360,000.00	360,000.00	0.00	0.00	0.00	360,000.00	100.00%	0.00	
333000-02	Underground Piping Install	570,000.00	570,000.00	0.00	0.00	0.00	570,000.00	100.00%	0.00	
400519-01	Interior Piping Materials	1,100,000.00	1,100,000.00	0.00	0.00	0.00	1,100,000.00	100.00%	0.00	
400519-02	Interior Piping Install	390,000.00	390,000.00	0.00	0.00	0.00	390,000.00	100.00%	0.00	
400557-00	Stop & Slide Gates	240,000.00	240,000.00	0.00	0.00	0.00	240,000.00	100.00%	0.00	
400562-00	Valve Material	650,000.00	650,000.00	0.00	0.00	0.00	650,000.00	100.00%	0.00	
412214-00	Trolley & Hoist	49,000.00	49,000.00	0.00	0.00	0.00	49,000.00	100.00%	0.00	
431133-00	Rotary Screw Blower	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	100.00%	0.00	
432313-00	Centrifugal Slurry Pumps	78,000.00	78,000.00	0.00	0.00	0.00	78,000.00	100.00%	0.00	
432331-00	Drypit Submersible Pumps	370,000.00	370,000.00	0.00	0.00	0.00	370,000.00	100.00%	0.00	
432331-01	Vertical Non Clog Sewage Pumps	62,000.00	62,000.00	0.00	0.00	0.00	62,000.00	100.00%	0.00	
462133-00	Rotary Drum Screen	145,000.00	145,000.00	0.00	0.00	0.00	145,000.00	100.00%	0.00	

Item 12.

CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 32
Application Date : 1/28/2025
To: 1/28/2025

Architect's Project No. ENG PROJ NO. 21-0120

Invoice #: 32 Contract : 4632- GLADSTONE, MI WWTF

A Item No.	B Description of Work	C Scheduled Value	D		E		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Balance To Finish (C-G)	I Retainage
			From Previous Application (D+E)	Work Completed This Period In Place						
462324-00	Vortex Grit Removal and Classifier	380,000.00	380,000.00	0.00	0.00	0.00	0.00	380,000.00	0.00	
464350-00	Chain and Flight Sludge Collector	355,000.00	355,000.00	0.00	0.00	0.00	0.00	355,000.00	0.00	
465326-00	MBBR Equipment	610,000.00	610,000.00	0.00	0.00	0.00	0.00	610,000.00	0.00	
467318-00	Digester Floating Cover	280,000.00	280,000.00	0.00	0.00	0.00	0.00	280,000.00	0.00	
467330-00	Mechanical Sludge Mixing Equip	80,000.00	79,510.00	0.00	0.00	0.00	0.00	79,510.00	490.00	
467333-00	Digester Gas Handling	130,000.00	128,000.00	0.00	0.00	0.00	0.00	128,000.00	2,000.00	
467341-00	Spiral Heat Exchanger	80,000.00	74,011.00	0.00	0.00	0.00	0.00	74,011.00	5,989.00	
468000-00	Samplers	48,000.00	46,000.00	0.00	0.00	0.00	0.00	46,000.00	2,000.00	
C.O. # 01	Change Order #1	-68,722.00	-68,722.00	0.00	0.00	0.00	0.00	-68,722.00	0.00	
C.O. # 02	Change Order #2	69,561.00	69,561.00	0.00	0.00	0.00	0.00	69,561.00	0.00	
C.O. # 03	Change Order #3	120,708.00	120,708.00	0.00	0.00	0.00	0.00	120,708.00	0.00	
C.O. # 04	Change Order #4	-47,909.00	-47,909.00	0.00	0.00	0.00	0.00	-47,909.00	0.00	
C.O. # 05	Change Order #5	-57,379.00	-57,379.00	0.00	0.00	0.00	0.00	-57,379.00	0.00	
C.O. # 06	Change Order #6	154,269.00	114,511.00	10,275.00	0.00	0.00	0.00	124,786.00	29,483.00	
C.O. # 07	Change Order #7	66,842.00	66,842.00	0.00	0.00	0.00	0.00	66,842.00	0.00	
C.O. # 08	Change Order #8	26,198.00	26,198.00	0.00	0.00	0.00	0.00	26,198.00	0.00	
C.O. # 09	Change Order #9	-1,594.00	-1,594.00	0.00	0.00	0.00	0.00	-1,594.00	0.00	
C.O. # 10	Change Order #10	9,082.00	0.00	9,082.00	0.00	0.00	0.00	9,082.00	0.00	
C.O. # 11	Change Order #11	13,102.25	13,102.25	0.00	0.00	0.00	0.00	13,102.25	0.00	
C.O. # 12	Change Order #12	19,742.00	0.00	0.00	0.00	0.00	0.00	0.00	19,742.00	
C.O. # 13	Change Order #13	148,301.00	0.00	95,000.00	0.00	0.00	0.00	95,000.00	53,301.00	
Grand Totals		18,195,201.25	17,930,711.58	126,484.67	0.00	0.00	0.00	18,057,196.25	138,005.00	125,000.00



City of Gladstone, MI

1100 Delta Avenue
Gladstone, MI. 49837
www.gladstonemi.gov

Staff Report

Agenda Date: February 10, 2025

Eric Buckman, City Manager: _____

Department: Wastewater

Department Head Name: Rodney Schwartz

Presenter: Rodney Schwartz/Darren Pionk **Kim Berry, City Clerk:**

This form and any background material must be approved by the City Manager then delivered to the City Clerk by 4:00 PM the Tuesday prior to the Commission Meeting.

AGENDA ITEM TITLE: C2AE Amendment to engineering services contract for additional costs resulting from contract changes during plant construction.

BACKGROUND: C2AE is requesting an amendment to their engineering services for additional costs from contract changes during construction of the wastewater plant. The contract completion date was originally set for June 24, 2024 and has been extended to May 5, 2025. This has been extended due to multiple factors including material delays, supply chain disruptions, change orders, etc. Please refer to supporting documentation for further information.

This amendment will be an added expense to the overall project and can be reimbursed from the contingency money. Current contingency spent is \$486,069.25 (41%). This addition would bring total contingency spent to \$613,390.25 (51%) if all of the \$120,000 for the resident project representative is billed out.

FISCAL EFFECT: \$127,321.00

SUPPORTING DOCUMENTATION: See C2AE's Amendment 01 to Contract for Professional Services – Wastewater Treatment Plant Project.

RECOMMENDATION: The city accepts the Amendment To Owner-Engineer Agreement Number 01 to not exceed the amendment amount totaling \$127,321.00.

Mr. Eric Buckman
City Manager
City of Gladstone
1100 Delta Avenue
Gladstone, MI 49837

January 13, 2025

Re: Amendment 01 to Contract for professional Services - Wastewater Treatment Plant Project

Dear Mr. Buckman,

C2AE is requesting an amendment to our engineering services contract for additional costs resulting from contract changes during construction.

Events beyond the control of the Contractor and City have necessitated extension of the contract completion date from June 2, 2024 to May 5, 2025. Significant among these delays is an extended time in delivery of electrical switchgear. We would note that this has been a common occurrence due to supply chain disruptions. The time extensions are causing C2AE to incur additional costs for the ongoing construction administration costs including but not limited to a shop drawing reviews and approvals, request for information (RFIs), bulletins and contractor payment, and progress meetings with contractor and Owner. In addition, there have been multiple contract changes due to unforeseen site conditions and requested by City for revisions. These changes require additional engineering efforts by C2AE above and beyond normal construction administration.

On site project representation cost are directly correlated with the construction time and need to be extended to allow on site coverage by C2AE staff.

The engineering contract currently includes several items of additional services that were included at the start of project. During the course of the project, they were determined to not be required in part or total. The proposed Amendment One eliminates these from agreement and results in a credit of \$77,179 to the City.

The proposed amendment is attached as Exhibit K, Amendment One to the EJCDC Agreement for Professional Service. Amendment One includes a revised copy of Exhibit C to the engineering services contract to reflect the new contract amounts. A separate attachment also provides a summary of the cost changes in Exhibit C. C2AE is requesting the City of Gladstone approve the contract revision for a total of \$127,321. Please note the additional RPR services of \$120,000 are on a time and material basis, and we will only bill for the amount spent. As before, engineering costs can be reimbursable to the City once EGLE approves contract amendment.

This has been a challenging project, and C2AE appreciates having the opportunity to work with the City of Gladstone to bring this to completion.

If you have any questions, please contact me at your earliest convenience.

Respectfully

C2AE

Darren Pionk, PE
Client Relations Manager

This is **EXHIBIT K**, consisting of 2 pages,
referred to in and part of the **Agreement**
between Owner and Engineer for Professional
Services dated May 17, 2021

AMENDMENT TO OWNER-ENGINEER AGREEMENT

Amendment No. One (1)

The Effective Date of this Amendment is: _____.

Background Data

Effective Date of Owner-Engineer Agreement: May 17, 2021

Owner: City of Gladstone, Michigan

Engineer: Capital Consultants, Inc. d.b.a. C2AE

Project: Wastewater Treatment Plant Improvements

Nature of Amendment:

- ☐ Additional Services to be performed by Engineer
- ☐ Modifications to services of Engineer
- ☐ Modifications to responsibilities of Owner
- ☒ Modifications of payment to Engineer
- ☒ Modifications to time(s) for rendering services
- ☐ Modifications to other terms and conditions of the Agreement

Description of Modifications:

Agreement Summary:

Original agreement amount:	\$2,278,000
Net change for prior amendments:	\$0.00
This amendment amount:	\$127,321.00
Adjusted Agreement amount:	\$2,405,321.00
Change in time for services:	11 months

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER:
City of Gladstone, Michigan

ENGINEER:
Capital Consultants, Inc. dba C2AE

By: _____
Print name: Eric Buckman
City Manager
Title: _____
Date Signed: _____

By: _____
Print name: _____
Title: _____
Date Signed: _____

This is **EXHIBIT C**, consisting of 2 pages, referred to in and part of the Agreement between Owner and Engineer for Professional Services dated **May 17, 2021**

Payments to Engineer for Services and Reimbursable Expenses

COMPENSATION PACKET BC-1: Basic Services – Lump Sum

Article 2 of the Agreement is supplemented to include the following agreement of the parties:

ARTICLE 2 – OWNER’S RESPONSIBILITIES

C2.01 Compensation for Basic Services (other than Resident Project Representative) – Lump Sum Method of Payment

- A. Owner shall pay Engineer for Basic Services set forth in Exhibit A, except for services of Engineer’s Resident Project Representative, if any, as follows:

A Lump Sum amount of \$1,716,000 based on the following estimated distribution of compensation:

Study and Report Phase	\$98,000	
Basis of Design	\$357,000	
Preliminary Design Phase	\$715,000	
Final Design Phase	\$171,000	
Bidding and Negotiating Phase	\$35,000	
Construction Phase	\$323,000	\$398,000
Post-Construction Phase	\$17,000	\$26,500

Engineer may alter the distribution of compensation between individual phases noted herein to be consistent with services actually rendered, but shall not exceed the total Lump Sum amount unless approved in writing by the Owner **and Agency**.

The Lump Sum includes compensation for Engineer’s services and services of Engineer’s Consultants, if any. Appropriate amounts have been incorporated in the Lump Sum to account for labor costs, overhead, profit, expenses (other than any expressly allowed Reimbursable Expenses), and Consultant charges.

In addition to the Lump Sum, Engineer is also entitled to reimbursement from Owner for the following Reimbursable Expenses (see Appendix 1 for rates or charges): Mileage, Subsistence costs, hotels and meals.

The portion of the Lump Sum amount billed for Engineer’s services will be based upon Engineer’s estimate of the percentage of the total services actually completed during the

billing period. If any Reimbursable Expenses are expressly allowed, Engineer may also bill for any such Reimbursable Expenses incurred during the billing period.

- B. *Period of Service:* The compensation amount stipulated in Compensation Packet BC-1 is conditioned on a period of service not exceeding 36 months. If such period of service is extended, the compensation amount for Engineer's services shall be appropriately adjusted **with concurrence of the Owner and Agency.**

**COMPENSATION PACKET RPR-2:
Resident Project Representative – Standard Hourly Rates**

Article 2 of the Agreement is supplemented to include the following agreement of the parties:

C2.04 Compensation for Resident Project Representative Basic Services – Standard Hourly Rates Method of Payment

C. Owner shall pay Engineer for Resident Project Representative Basic Services as follows:

Resident Project Representative Services: For services of Engineer's Resident Project Representative under Paragraph A1.05.A of Exhibit A, an amount equal to the cumulative hours charged to the Project by each class of Engineer's personnel times Standard Hourly Rates for each applicable billing class for all Resident Project Representative services performed on the Project, plus related Reimbursable Expenses and Engineer's Consultant's charges, if any. The total compensation under this paragraph is estimated to be ~~\$378,000~~ **\$498,000** based upon full-time RPR services on an eight-hour workday, Monday through Friday, over a ~~465~~ **597** day construction schedule.

If rate(s) for RPR services is not indicated in Appendix Two to Exhibit C, "Standard Hourly Rates Schedule," the Standard Hourly Rate for RPR services is \$100 per hour.

Compensation for Reimbursable Expenses:

For those Reimbursable Expenses that are not accounted for in the compensation for Basic Services under Paragraph C2.01, and are directly related to the provision of Resident Project Representative or Post-Construction Basic Services, Owner shall pay Engineer at the rates set forth in Appendix 1 to this Exhibit C.

Reimbursable Expenses include the expenses identified in Appendix 1 and the following: transportation (including mileage), lodging, and subsistence incidental thereto; providing and maintaining field office facilities including furnishings and utilities; subsistence and transportation of Resident Project Representative and assistants; toll telephone calls, mobile phone charges, and courier charges; reproduction of reports, Drawings, Specifications, bidding-related or other procurement documents, Construction Contract Documents, and similar Project-related items. In addition, if authorized in advance by Owner, Reimbursable Expenses will also include expenses incurred for the use of highly specialized equipment.

The amounts payable to Engineer for Reimbursable Expenses, if any, will be those internal expenses related to the Resident Project Representative Basic Services that are actually incurred or allocated by Engineer, plus all invoiced external Reimbursable Expenses allocable to such services, the latter multiplied by a factor of **1.0**.

The Reimbursable Expenses Schedule will be adjusted annually (as of **January 01**) to reflect equitable changes in the compensation payable to Engineer.

Other Provisions Concerning Payment Under this Paragraph C2.04:

**Exhibit C – Compensation Packet RPR-5: Resident Project Representative Services—
Salary Costs Times a Factor Method of Payment.**

EJCDC® E-500, Agreement Between Owner and Engineer for Professional Services.

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and American Society of Civil Engineers. All rights reserved.**

Whenever Engineer is entitled to compensation for the charges of Engineer's Consultants, those charges shall be the amounts billed by Engineer's Consultants to Engineer times a factor of 1.1.

Factors: The external Reimbursable Expenses and Engineer's Consultant's factors include Engineer's overhead and profit associated with Engineer's responsibility for the administration of such services and costs.

Estimated Compensation Amounts:

Engineer's estimate of the amounts that will become payable for specified services are only estimates for planning purposes, are not binding on the parties, and are not the minimum or maximum amounts payable to Engineer under the Agreement.

When estimated compensation amounts have been stated herein and it subsequently becomes apparent to Engineer that the total compensation amount thus estimated will be exceeded, Engineer shall give Owner written notice thereof, allowing Owner to consider its options, including suspension or termination of Engineer's services for Owner's convenience. Upon notice Owner and Engineer promptly shall review the matter of services remaining to be performed and compensation for such services. Owner shall either exercise its right to suspend or terminate Engineer's services for Owner's convenience, agree to such compensation exceeding said estimated amount, or agree to a reduction in the remaining services to be rendered by Engineer, so that total compensation for such services will not exceed said estimated amount when such services are completed. If Owner decides not to suspend Engineer's services during negotiations and Engineer exceeds the estimated amount before Owner and Engineer have agreed to an increase in the compensation due Engineer or a reduction in the remaining services, then Engineer shall be paid for all services rendered hereunder.

To the extent necessary to verify Engineer's charges and upon Owner's timely request, Engineer shall make copies of such records available to Owner at cost.

**COMPENSATION PACKET AS-1:
Additional Services – Standard Hourly Rates**

Article 2 of the Agreement is supplemented to include the following agreement of the parties:

C2.05 Compensation for Additional Services – Standard Hourly Rates Method of Payment

A. Owner shall pay Engineer for Additional Services, if any, as follows:

General: For services of Engineer's personnel engaged directly on the Project pursuant to Paragraph A2.01 or A2.02 of Exhibit A, except for services as a consultant or witness under Paragraph A2.01.A.20, (which if needed shall be separately negotiated based on the nature of the required consultation or testimony) an amount equal to the cumulative hours charged to the Project by each class of Engineer's personnel times Standard Hourly Rates for each applicable billing class for all Additional Services performed on the Project, plus related Reimbursable Expenses and Engineer's Consultant's charges, if any.

Compensation For Reimbursable Expenses:

For those Reimbursable Expenses that are not accounted for in the compensation for Basic Services under Paragraph C2.01 and are directly related to the provision of Additional Services, Owner shall pay Engineer at the rates set forth in Appendix 1 to this Exhibit C.

Reimbursable Expenses include the expenses identified in Appendix 1 and the following categories: transportation (including mileage), lodging, and subsistence incidental thereto; providing and maintaining field office facilities including furnishings and utilities; toll telephone calls, mobile phone charges, and courier charges; reproduction of reports, Drawings, Specifications, bidding-related or other procurement documents, Construction Contract Documents, and similar Project-related items; and Consultants' charges. In addition, if authorized in advance by Owner, Reimbursable Expenses will also include expenses incurred for the use of highly specialized equipment.

The amounts payable to Engineer for Reimbursable Expenses, if any, will be the Additional Services-related internal expenses actually incurred or allocated by Engineer, plus all invoiced external Reimbursable Expenses allocable to such Additional Services, the latter multiplied by a factor of 1.0.

The Reimbursable Expenses Schedule will be adjusted annually (as of January 01) to reflect equitable changes in the compensation payable to Engineer.

Other Provisions Concerning Payment for Additional Services:

Whenever Engineer is entitled to compensation for the charges of Engineer's Consultants, those charges shall be the amounts billed by Engineer's Consultants to Engineer times a factor of 1.1.

Factors: The external Reimbursable Expenses and Engineer's Consultant's Factors include Engineer's overhead and profit associated with Engineer's responsibility for the administration of such services and costs.

**Exhibit C – Compensation Packet AS-2: Additional Services –
Direct Labor Costs Times a Factor Method of Payment.**

EJCDC® E-500, Agreement Between Owner and Engineer for Professional Services.

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and American Society of Civil Engineers. All rights reserved.**

To the extent necessary to verify Engineer's charges and upon Owner's timely request, Engineer shall make copies of such records available to Owner at cost.

Services identified in Exhibit 'B' as Additional Engineering Services made part of this agreement:

Soil Borings	\$ 16,500	\$11,660
Easements and Related Surveys	\$ 14,600	\$2,640
Environmental Permits	\$ 6,900	\$547
Construction Layout Survey Control	\$ 9,000	\$848
Construction Compaction Testing	\$ 13,000	\$9,022
Construction Storm Water Monitoring	\$ 21,000	\$0.00
O&M Manual	\$ 25,000	
Start-up Services	\$ 21,000	
SRF Part 1 & Part 2	\$ 20,000	\$12,104
SRF Part 3	\$ 11,000	
Performance Evaluation	\$ 21,500	
GIS System Upgrades	\$ 4,500	\$2,500
TOTAL	\$184,000	\$106,821

**City of Gladstone WWTP Construction
Engineering Amendment 01
EXHIBIT C Changes Summery**

COMPENSATION PACKET BC-1		Spent Through 7/1/2024	Remaining Budget	Balance to Complete	Proposed Contract Revision	Revised Budget Amount
Engineering Services	Budget					
Study and Report Phase	\$ 98,000		\$ -	0	0	\$ 98,000
Basis of Design	\$ 357,000		\$ -	0	0	\$ 357,000
Preliminary Design Phase	\$ 715,000		\$ -	0	0	\$ 715,000
Final Design Phase	\$ 171,000		\$ -	0	0	\$ 171,000
Bidding and Negotiating Phase	\$ 35,000		\$ -	0	0	\$ 35,000
Construction Phase	\$ 323,000		\$ -	\$ 75,000	\$ 75,000	\$ 398,000
Post-Construction Phase	\$ 17,000		\$ 17,000	\$ 26,500	\$ 9,500	\$ 26,500
	\$ 1,716,000	\$ -	\$ 17,000	\$ 101,500	\$ 84,500	\$ 1,800,500

**COMPENSATION PACKET RPR-2
Resident Project Representative**

RPR	\$ 378,000	\$ 378,000	\$ -	\$ 120,000	\$ 120,000	\$ 498,000
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**COMPENSATION PACKET AS-1
Additional services**

Soil Borings	\$ 16,500	\$ 11,660	\$ 4,840	\$ -	\$ (4,840)	\$ 11,660
Easements and Related Surveys	\$ 14,600	\$ 2,640	\$ 11,960	\$ -	\$ (11,960)	\$ 2,640
Environmental Permits	\$ 6,900	\$ 547	\$ 6,353	\$ -	\$ (6,353)	\$ 547
Construction Layout Survey Control	\$ 9,000	\$ 848	\$ 8,152	\$ -	\$ (8,152)	\$ 848
Construction Compaction Testing	\$ 13,000	\$ 4,522	\$ 8,478	\$ 4,500	\$ (3,978)	\$ 9,022
Construction Storm Water Monitoring	\$ 21,000		\$ 21,000	\$ -	\$ (21,000)	\$ -
O&M Manual	\$ 25,000	\$ 1,001	\$ 23,999	\$ 23,999	\$ -	\$ 25,000
Start Up Services	\$ 21,000		\$ 21,000	\$ 21,000	\$ -	\$ 21,000
SRF Part 1and 2	\$ 20,000	\$ 12,104	\$ 7,896	\$ -	\$ (7,896)	\$ 12,104
SRF Part 3	\$ 11,000		\$ 11,000	\$ -	\$ (11,000)	\$ -
Performance Evaluation	\$ 21,500		\$ 21,500	\$ 21,500	\$ -	\$ 21,500
GIS System Upgrades	\$ 4,500		\$ 4,500	\$ 2,500	\$ (2,000)	\$ 2,500
	\$ 184,000	\$ 33,322	\$ 150,678	\$ 73,499	\$ (77,179)	\$ 106,821
TOTAL CONTRACT REVISION	\$ 2,278,000	\$ 411,322	\$ 167,678	\$ 294,999	\$ 127,321	\$ 2,405,321

GLADSTONE

**City of Gladstone, MI**
MEETING TYPE
STAFF REPORT

 1100 Delta Avenue
 Gladstone, MI 49837
www.gladstonemi.org
Agenda Date: February 10, 2025**Eric Buckman, City Manager:****Department:** All**Department Head Name:**

Eric Buckman

Presenter: Eric Buckman**Kim Berry, City Clerk:**

This form and any background material must be approved by the City Manager, then delivered to the City Clerk by 4:00 PM the Tuesday prior to the Commission Meeting.

AGENDA ITEM TITLE: Set Budget Work Sessions for Fiscal Year 2025-2026 Proposed Budget**BACKGROUND:**

Proposed dates:

Wednesday, February 26, 2025, 5-7 PM--Review FY 24-25 Year End, Present Proposed FY 25-26 General Fund and Street Funds

Thursday, February 27, 2025, 5-7 PM--Review FY23-24 Year End, Present Proposed FY 25-26 Utility Funds

Tuesday, March 4, 2025, 5-7 PM--If needed.

FISCAL EFFECT:**SUPPORTING DOCUMENTATION:****RECOMMENDATION:**

City of Gladstone PA 235 Renewable Energy Plan

This Renewable Energy Plan has been prepared in accordance with the requirements of Section 22 of 2023 PA 235 and the Michigan Public Service Commission's May 23, 2024 order in Case No. U-21568.

The City of Gladstone (Gladstone) is a long-term purchaser from WPPI Energy (WPPI). WPPI is a not-for-profit regional power company serving Gladstone and 50 other customer-owned electric utilities in Wisconsin, Michigan and Iowa. WPPI Energy will provide all RECs required to meet Gladstone's renewable energy standard. RECs provided by WPPI will be obtained through the means described in Section 28(5)(a) or (b) of 2023 PA 235, from renewable energy systems meeting the locational requirements of Section 29(1) or the exception to those requirements described in Section 29(3) thereto.

1. Detailed renewable resource plan

a. Forecast expected compliance levels by year to meet the renewable portfolio targets

Forecasted renewable energy compliance levels for 2025 – 2045 are shown in Row 18 of Table 1.

b. Identify key assumptions used in developing these forecasts and the proposed resource portfolio

Current year retail sales (Table 1, Row 11) are assumed to grow at a rate of 0.3 percent per year from actual 2023 retail sales.

c. Identify risks which may drive performance to vary

Higher than forecasted retail sales would result in higher renewable energy compliance levels than shown in Row 18 of Table 1, which would increase the number of RECs to be provided by WPPI, as shown in Row 22.

2. Sales forecast through 2045 for compliance with the renewable energy standard in PA 235 Section 28

Forecasted current year retail sales of electricity are shown in Row 11 of Table 1. As noted in Row 2, average annual retail sales for the previous 3 years will be used in the calculation of compliance requirements. The forecasted average of retail sales during the previous 3 years is shown in Row 15.

3. Forecasted megawatt hour outflow from distributed generation customers through 2045

Gladstone does not expect to utilize any distributed generation outflow toward compliance with the standard.

4. Forecasted megawatt hours attributable to the voluntary green pricing program through 2045

Gladstone does not expect to utilize any megawatt hours attributable to a voluntary green pricing program toward compliance with the standard.

5. Forecasted megawatt hours from nuclear energy for electric providers subject to PA 235 Sections (28)(3) and (4) through 2045

Not applicable.

6. Quantity of RECs**a. Outline the quantity of renewable energy credits (REC) the Company forecasts it must obtain each year to meet the RPS (PA 235 of 2023 Section 28(1))**

A forecast of the quantity of RECs required to be obtained each year to meet the requirements of Section 28(1) of 2023 PA 235 is shown in Row 18 of Table 1. As noted earlier, WPPI will provide the required RECs (Row 22 of Table 1).

Table 1
PA 235 RENEWABLE ENERGY PLAN SUMMARY
CITY OF GLADSTONE

Row #		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
1	Sales and Requirement Calculation											
2	Method: Weather Normalized or 3 Year Average	3 Year Average										
3	If Selected Weather Normalized:											
4	Current Year Sales to Retail Customers											
5	Less Number of Megawatt Hours Sold from Michigan Nuclear Energy											
6	Current Year Weather Normalization Factor											
7	Less VGP Sales											
8	Less Outflow from DG Customers											
9	Current Year Weather Normalized Sales											
10	If Selected 3 Year Average:											
11	Current Year Retail Sales to Retail Customers	31,581	31,676	31,771	31,866	31,962	32,057	32,154	32,250	32,347	32,444	32,541
12	Less Number of Megawatt Hours Sold from Michigan Nuclear Energy											
13	Less VGP Sales	-	-	-	-	-	-	-	-	-	-	-
14	Less Outflow from DG Customers											
15	3 Year Average of Retail Sales	31,266	31,486	31,581	31,676	31,771	31,866	31,962	32,057	32,154	32,250	32,347
16	RECs Reported to Provider Subject to Section 29(4)											
17	MWh Electricity Sold for PA-235 Compliance Requirement (Row 15 - 13 - 14 - 16)	31,266	31,486	31,581	31,676	31,771	31,866	31,962	32,057	32,154	32,250	32,347
18	RPS Required Energy Credits (Row 17 * Compliance Factor) (Compliance Factors: 2025-2029 = 15%, 2030-2034 = 50%, 2035+ = 60%)	4,690	4,723	4,737	4,751	4,766	15,933	15,981	16,029	16,077	16,125	19,408
19	Energy Credits											
20	Energy Credit Beginning Balance											
21	Energy Credits Obtained Through Generation/BOT											
22	Energy Credits Obtained Through PPA*	4,690	4,723	4,737	4,751	4,766	15,933	15,981	16,029	16,077	16,125	19,408
23	Energy Credits Obtained Through REC Purchases											
24	Plus: Energy Credits Obtained (Row 21 + 22 + 23)	4,690	4,723	4,737	4,751	4,766	15,933	15,981	16,029	16,077	16,125	19,408
25	Less: Energy Credits Sold											
26	Available Energy Credits (Row 20 + 24 - 25)	4,690	4,723	4,737	4,751	4,766	15,933	15,981	16,029	16,077	16,125	19,408
27	Compliance Requirement (Row 18)	4,690	4,723	4,737	4,751	4,766	15,933	15,981	16,029	16,077	16,125	19,408
28	Less: Energy Credit Expiration											
29	Energy Credit Ending Balance (Row 26 - 27 - 28)	-	-	-	-	-	-	-	-	-	-	-

Notes

* Supplied by WPPI Energy

Table 1 (cont.)
PA 235 RENEWABLE ENERGY PLAN SUMMARY
CITY OF GLADSTONE

Row #		2036	2037	2038	2039	2040	2041	2042	2043	2044	2045
1	Sales and Requirement Calculation										
2	Method: Weather Normalized or 3 Year Average	3 Year Average									
3	If Selected Weather Normalized:										
4	Current Year Sales to Retail Customers										
5	Less Number of Megawatt Hours Sold from Michigan Nuclear Energy										
6	Current Year Weather Normalization Factor										
7	Less VGP Sales										
8	Less Outflow from DG Customers										
9	Current Year Weather Normalized Sales										
10	If Selected 3 Year Average:										
11	Current Year Retail Sales to Retail Customers	32,639	32,737	32,835	32,933	33,032	33,131	33,231	33,330	33,430	33,531
12	Less Number of Megawatt Hours Sold from Michigan Nuclear Energy										
13	Less VGP Sales	-	-	-	-	-	-	-	-	-	-
14	Less Outflow from DG Customers										
15	3 Year Average of Retail Sales	32,444	32,541	32,639	32,737	32,835	32,934	33,032	33,131	33,231	33,330
16	RECs Reported to Provider Subject to Section 29(4)										
17	MWh Electricity Sold for PA-235 Compliance Requirement (Row 15 - 13 - 14 - 16)	32,444	32,541	32,639	32,737	32,835	32,934	33,032	33,131	33,231	33,330
18	RPS Required Energy Credits (Row 17 * Compliance Factor) (Compliance Factors: 2025-2029 = 15%, 2030-2034 = 50%, 2035+ = 60%)	19,466	19,525	19,583	19,642	19,701	19,760	19,819	19,879	19,938	19,998
19	Energy Credits										
20	Energy Credit Beginning Balance										
21	Energy Credits Obtained Through Generation/BOT										
22	Energy Credits Obtained Through PPA*	19,466	19,525	19,583	19,642	19,701	19,760	19,819	19,879	19,938	19,998
23	Energy Credits Obtained Through REC Purchases										
24	Plus: Energy Credits Obtained (Row 21 + 22 + 23)	19,466	19,525	19,583	19,642	19,701	19,760	19,819	19,879	19,938	19,998
25	Less: Energy Credits Sold										
26	Available Energy Credits (Row 20 + 24 - 25)	19,466	19,525	19,583	19,642	19,701	19,760	19,819	19,879	19,938	19,998
27	Compliance Requirement (Row 18)	19,466	19,525	19,583	19,642	19,701	19,760	19,819	19,879	19,938	19,998
28	Less: Energy Credit Expiration										
29	Energy Credit Ending Balance (Row 26 - 27 - 28)	-	-	-	-	-	-	-	-	-	-

Notes

* Supplied by WPPI Energy