



GLADSTONE CITY COMMISSION REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue

June 23, 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.](#) EDC Regular Meeting Minutes of February 18, 2025
- [5.](#) DDA Regular Meeting Minutes - May 20, 2025
- [6.](#) City Commission Regular Meeting Minutes June 9, 2025
- [7.](#) Compass Minerals Invoice 1506051 for 2025 Salt Invoice
- [8.](#) Chemtrade Chemicals LLC Invoice No. 90251073 - Wastewater Treatment Chemicals

UNFINISHED BUSINESS

NEW BUSINESS

- [9.](#) Request to Establish an Industrial Facilities Tax (IFT) District
- [10.](#) USDA Funding Gladstone Water Department Intake Project
- [11.](#) Electric Pole Replacement Bids 2025
- [12.](#) Resolution No. 2025-05 Redesignation of USBR-10, Iron Belle Trail in Delta County
- [13.](#) Wastewater Collection System Sanitary Sewer Improvements Bid Review and Recommendation
- [14.](#) Liens on 2025 Summer Property Tax Bills

CITY MANAGER'S REPORT

CITY COMMISSION & COMMITTEE REPORTS

BOARDS & COMMISSIONS REPORTS

15. Schedule Zoning Board of Appeals Meeting - Community Development Director, Renee Barron

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: 06-20-2025

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



GLADSTONE ECONOMIC DEVELOPMENT CORPORATION (EDC) REGULAR MEETING

Electric Department Conference Room
10 North 11th Street
February 18, 2025
12:00 PM

MINUTES

CALL TO ORDER

EDC Chair, Steve Tackman, called the meeting to order at 12:12 PM ET.

1. Roll Call

PRESENT	ABSENT
Dirk Manson	Gary Maynard
Jim Andersen	Steve DeLaire
Kevin Gendron	Steve O'Driscoll
Michael Nardi	Steve Soderman
Steven Tackman	

Others in Attendance: Eric Buckman, Patricia West, Ed LeGault

PUBLIC COMMENT

None.

CONSENT AGENDA

The January 31, 2025 Balance Sheet was distributed to the board as it was not included in the original agenda packet.

2. EDC Regular Meeting Minutes of September 10, 2024

Motion made by Gendron, seconded by Manson to approve the EDC Regular Meeting Minutes of September 10, 2024, with correction to the spelling of Jim Andersen's last name.

Voting Yea: Manson, Andersen, Gendron, Nardi, Tackman

MOTION CARRIED.

UNFINISHED BUSINESS

3. EDC Marketing Initiatives with Orange Cat Media

Patricia West provided an update to the EDC on marketing initiatives in collaboration with Orange Cat Media. Following the EDC's directive from this fall, the corporation reviewed a promotional video showcasing the industrial park, produced to support marketing efforts for available lots and attract new businesses. The video was well received, with the only suggested revision being the inclusion of rail access as a key marketing highlight.

Additionally, Gendron proposed capturing an overhead drone shot of the entire park to provide a comprehensive visual of the infrastructure and available lots. The board agreed this would be a valuable addition but determined it was not necessary to delay

the distribution of the current video. West will work with the media company to capture that image in the future.

Item 4.

NEW BUSINESS

4. 2025 Regular Meeting Schedule

Motion made by Manson, seconded by Nardi to approve the 2025 Regular Meeting Schedule as presented, with the understanding that meetings would be cancelled when there is no business.

Voting Yea: Manson, Andersen, Gendron, Nardi, Tackman

MOTION CARRIED.

5. 2025-2026 EDC Budget Proposal

Motion made by Andersen, Seconded by Gendron to recommend the proposed budget to the City Commission for approval.

Voting Yea: Manson, Andersen, Gendron, Nardi, Tackman

MOTION CARRIED.

CITY MANAGER'S REPORT

City Manager, Eric Buckman, provided updates on the status of the city's 2025/2026 Budget Process including updates on street and infrastructure funding, as well as the proposed expansion of Transition Assisted Living.

6. EDC Board Renewal | Gary Maynard (April 2025)

Manager Buckman indicated he would follow up with Gary Maynard to see if he is interested in renewing his position.

7. EDC Website Updates

West provided an overview of the recent updates made to the EDC webpage and encouraged the EDC to consider future updates to assist in the marketing of properties available.

8. Social District Exploration

West provided an overview of the social district initiative and the outcomes of the community survey.

DELTA COUNTY ECONOMIC DEVELOPMENT AUTHORITY REPORT

Ed LeGault provide updates on the following items:

- 2025 Delta Force Program
- City of Escanaba's marketing efforts
- Infrastructure Projects
- Outreach efforts on new legislation impacting earned sick time
- Recent census data and population trends
- State budget recommendations and congressional mass spending

ADJOURNMENT

Motion made by Nardi, seconded by Gendron to adjourn at 1:18 PM ET.

Voting Yea: Manson, Andersen, Gendron, Nardi, Tackman

MOTION CARRIED.



GLADSTONE DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
May 20, 2025
8:15 AM

MINUTES

CALL TO ORDER

DDA Director, Patricia West, called the meeting to order at 8:15 AM ET.

1. Roll Call

PRESENT	ABSENT
Jacob Taylor	Joe Thompson (Excused)
Jay Bostwick	Daniel Becker (Excused)
Jason Lippens	Melissa Silta (Excused)
Kyle Closs	Nathan Neumeier
Robert LeDuc	

2. Election of DDA Board Chair & Vice Chair

Motion made by Closs, seconded by Lippens to elect Jay Bostwick as the DDA Chairperson.

Roll Call Vote:

BOARD MEMBER	VOTE
Jacob Taylor	Yea
Jay Bostwick	Yea
Jason Lippens	Yea
Kyle Closs	Yea
Robert LeDuc	Yea

MOTION CARRIED.

Motion made by Bostwick, seconded by LeDuc to elect Kyle Closs as the DDA Vice-Chairperson/Secretary.

Roll Call Vote:

BOARD MEMBER	VOTE
Jacob Taylor	Yea
Jay Bostwick	Yea
Jason Lippens	Yea
Kyle Closs	Yea
Robert LeDuc	Yea

MOTION CARRIED.

PUBLIC COMMENT: *None.*

APPROVAL OF MINUTES

3. DDA Regular Meeting Minutes - April 15, 2025

Motion made by Closs, seconded by Taylor to approve the DDA Regular Meeting Minutes from April 15, 2025.

Voting Yea: Taylor, Bostwick, Lippens, Closs, LeDuc

MOTION CARRIED.

FINANCIALS

An overview of the financials was presented to the DDA Board. Closs inquired about the frequency of updates on the Board's financial investments. Manager Buckman clarified that MI Class provides monthly statements, while First Bank issues statements quarterly.

4. March 2025 Year End Financials
5. 2025-2026 DDA Fiscal Budget
6. MI Class April Account Statement

CONFLICTS OF INTEREST: *None.*

ADDITIONS TO THE AGENDA: *None.*

UNFINISHED BUSINESS: *None.*

NEW BUSINESS

7. DDA Board Member Resignation | Melissa Silta

Motion made by Closs, seconded by Taylor to accept the resignation of Melissa Silta and post notice of the DDA board vacancy with an application deadline set for end of day on Monday, June 9, 2025.

Voting Yea: Taylor, Bostwick, Lippens, LeDuc

MOTION CARRIED.

8. DDA Board Term Expiration | Jason Lippens & Nathan Neumeier

Motion made by Closs, seconded by Taylor to recommend Jason Lippens and Nathan Neumeier to the Mayor for reappointment to the Downtown Development Authority, subject to the approval by a majority vote of the members elect of the City Commission, with new term expirations of May 2029.

Voting Yea: Taylor, Bostwick, Lippens, Closs, LeDuc

MOTION CARRIED.

9. 2025 Downtown Annual Survey

West presented a draft survey intended for distribution to the downtown community. The goal of the survey is to help identify priorities for future resource allocation and improvement efforts in the downtown area. Manager Buckman recommended including a question regarding street snow removal. It was also suggested to add an optional question asking respondents to provide their address to better determine their affiliation with Gladstone and the DDA District.

Motion made by Closs, seconded by Taylor to proceed with publishing and distributing the 2025 Downtown Survey.

Voting Yea: Taylor, Bostwick, Lippens, Closs, LeDuc

MOTION CARRIED.

10. Michigan Downtown Association (MDA) Summer Workshop | Traverse City

Item 5.

Motion made by Closs, Seconded by Lippens to approve DDA Director's travel request to attend the MDA Summer Workshop in Traverse City on June 5, 2025..

Voting Yea: Taylor, Bostwick, Lippens, Closs, LeDuc

MOTION CARRIED.

11. Welcome to Downtown Sign Replacement

Motion made by Lippens, Seconded by Taylor to approve the purchase of the replacement "Welcome to Downtown Gladstone" sign and to authorize the Downtown Development Authority to cover the cost difference of \$630.20 not covered by insurance.

Voting Yea: Taylor, Bostwick, Lippens, Closs, LeDuc

MOTION CARRIED.

CITY COMMENTS & REPORTS

Manager Buckman provided updates on future development projects in discussion with the city. He also gave an update on the gravel pit for sale.

Buckman was asked about the status of the boardwalk, to which he provided an overview of failed funding pursuits and committed to inviting Wendy Taavola to speak on the subject at the next meeting.

DDA Director West shared that she has had two speaking engagements in the last month -- the 2025 Delta Force Cohort, and the First Lutheran Church in Gladstone.

12. Facade Grant Update | 709 Delta Ave

DDA Director West reported that she was contacted by Lauri Beschorner with a status update indicating that the property ownership is expected to change hands in August, consistent with prior discussions regarding the facade grant. Once the transfer is complete, the facade grant process can proceed.

13. Farmers Market Updates

West provided an overview of the 2025 Farmers Market season, noting that the market has reached full vendor capacity. She commended Downtown Ambassador Samantha Gaudino for her thorough work in recruiting vendors and organizing the upcoming season.

14. Farmers Market Purchases

Due to the increased number of vendors, several Farmers Market supplies have been purchased in recent weeks to prepare for the upcoming season.

15. Michigan Downtown Association Annual Conference

The Annual Conference is scheduled to take place in Rochester, Michigan this November. West does not currently plan to attend but will review the agenda once it is released to determine if attendance would be beneficial.

16. North Shore Development

Manager Buckman provided an update on the North Shore Development.

17. Orange Cat Media Contract

The Orange Cat Media contract is set to expire in July, with no plans for renewal. Funding remains allocated for marketing and promotion, and West is currently working with Manager Buckman to determine the direction of future marketing efforts.

18. Social District Updates

West provided an update on the status of the social district, including mock-ups of potential logo concepts and information about a community-led initiative to bring the establishment of the district to a public vote.

Item 5.

BOARD COMMENTS & REPORTS: *None.*

PUBLIC COMMENT: *None.*

ADJOURNMENT

Motion made by LeDuc, seconded by Taylor to adjourn at 9:11 AM ET.

Voting Yea: Taylor, Bostwick, Lippens, Closs, LeDuc

MEETING ADJOURNED.



GLADSTONE CITY COMMISSION REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue

June 09, 2025

6:00 PM

MINUTES

Mayor Thompson called the meeting to order Mayor Pro-Tem Mantela gave the Invocation followed by the Pledge of Allegiance.

Clerk Berry called the roll:

PRESENT

Mayor Joe Thompson

Commissioner Judy Akkala

Mayor Pro-Tem Brad Mantela

Commissioner Robert Pontius (Arrived 6:03PM)

Commissioner Steve O'Driscoll

The following individuals spoke under public comment:

Mike Maskart - 513 Superior Avenue, Gladstone

Barbie Clairmont - 3902 County 416 20th Road, Escanaba Township

Bonnie Hakkola - 1707 17th Avenue South, Escanaba

Stephanie Carpenter - no address provided

Jim Stock - 729 N. 15th Street, Gladstone

Motion made by Commissioner O'Driscoll, Seconded by Commissioner Akkala to approve the consent agenda as presented.

MOTION CARRIED

Update on the progress of Social District provided by DDA Coordinator Patricia West.



Social District State Designation

The City of Gladstone’s Social District State Designation was **approved** on May 27, 2025.

JB

Jenks, Brittany (LARA)<JenksB2@michigan.gov>
To: Patricia West

Start reply with:

This is acceptable. I have marked our records. Should you have any changes in the future please send those in. You may let the licensees know they can send their applications in for social district permit.

Thank you,

Brittany Jenks
Michigan Liquor Control Commission
7109 W. Saginaw Hwy., Lansing MI, 48917
PO Box 30005, Lansing, MI 48909
(Office) 517-284-6309



Listen to the MLCC On The Road Podcast
at <https://mlccontheroad.buzzsprout.com>
or through your favorite podcast app

Social District Logo



Spark of Downtown Collaborations



Discussion by Commission no action taken.

Motion made by Commissioner Akkala, Seconded by Commissioner O'Driscoll to approve the Michigan Liquor Control Commission Social District permit applications for Saunder's Point Brewing and Wally's Bar.

MOTION CARRIED

Motion made by Mayor Thompson, Seconded by Mayor Pro-Tem Mantela to approve the reappointments of Jason Lippens and Nathan Neumeier to the Downtown Development Authority with term expirations of May 2029.

MOTION CARRIED

Motion made by Commissioner O'Driscoll, Seconded by Mayor Pro-Tem Mantela to approve the bid from Weaver Contracting in the amount of \$45,852.00 for the roof replacement at Gladstone Public Safety.

MOTION CARRIED

Motion made by Mayor Pro-Tem Mantela, Seconded by Commissioner Akkala to approve the bid from Fox Motors in the amount of \$68,819.75 for the Water Department truck purchase.

MOTION CARRIED

Motion made by Mayor Thompson, Seconded by Mayor Pro-Tem Mantela to approve a budget amendment to the Electric Fund Vehicle Capital Outlay 582-560-970.000 for the purchase of a new trailer in the amount not to exceed \$8,000.00 from 2 & 41 Sales in fiscal year 2025-2026.

MOTION CARRIED

Motion made by Commissioner O'Driscoll, Seconded by Commissioner Pontius to authorize the City of Gladstone enter a contract with Efficiency United Program to comply with Michigan PA 229 - Energy Waste Reduction and allow City Manager Eric Buckman to sign the contract.

MOTION CARRIED

Motion made by Mayor Pro-Tem Mantela, Seconded by Commissioner Akkala to approve the extension of the summer property tax due date to September 15, 2025.

MOTION CARRIED

Motion made by Commissioner Akkala, Seconded by Mayor Thompson to approve the letter of agreement between City of Gladstone and General Teamsters Local Union No. 406 regarding City Hall four, ten-hour workday summer schedule as presented for union employees.

MOTION CARRIED

Motion made by Mayor Thompson, Seconded by Mayor Pro-Tem Mantela to approve request for disbursement of funds draw#35 totaling \$85,530.00 for the Wastewater Upgrades Project.

MOTION CARRIED

Motion made by Commissioner Akkala, Seconded by Commissioner O'Driscoll to approve the utility rates and fee schedule as presented with an effective date of August 1, 2025:

2025-2026

FEE SCHEDULE

APPROVED BY CITY COMMISSION xxxxx



Department Contact Information

Departmental Fees

City Hall

Community Development

Downtown Development Authority

Fernwood Cemetery

Public Safety

Public Works

Recreation

Utility Rates & Fees

Electric

Wastewater

Water

Solid Waste

CITY OF GLADSTONE
DIRECTORY

Item 6.

906-428-2311-Prompt #2

City Manager	Eric Buckman	ebuckman@gladstonemi.gov	ext 7
City Clerk	Kimberly Berry	kberry@gladstonemi.gov	ext 6
Treasurer	Vicki Schroeder	vschroeder@gladstonemi.gov	ext 3
Assessor	Janice Ketcham	jketcham@gladstonemi.gov	ext 4
Community Development/Zoning	Reneé Barron	rbarron@gladstonemi.gov	ext 5
DDA Coordinator	Patricia West	pwest@gladstonemi.gov	ext 9
Accounts Payable	Rhonda Bernson	rbernson@gladstonemi.gov	ext 2
Utility Billing	Patti LeBombard	plebombard@gladstonemi.gov	ext 1

906-428-2311-Prompt #3

Electrical Superintendent	James Olson	jolson@gladstonemi.gov	ext 1
Water Superintendent	Rob Spreitzer	rspreitzer@gladstonemi.gov	ext 2
Wastewater Superintendent	Rodney Schwartz	rschwartz@gladstonemi.gov	ext 3
Public Works Superintendent	Barry Lund	blund@gladstonemi.gov	ext 4
Parks & Recreation Director	Wendy Taavola	wtaavola@gladstonemi.gov	ext 5

906-428-3131

Public Safety Director	Ron Robinson	rrobinson@gladstonemi.gov
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City Hall Fax	906-428-3122
City Website	www.gladstonemi.gov

Utility Payments via phone	855-232-9050
Utility Payments online	www.myaccount.gladstonemi.org
Web app	my meter 

Campground	906-428-1211
Harbor	906-428-2916

Fee Item	Fee	Minimum Bond Requirement	Notes
Metal Detecting Permit	\$ 5.00	\$ -	annual
Going Out of Business-Application for Sale	\$ 50.00	\$ -	
Going Out of Business-Application for Sale-Renewal	\$ 50.00	\$ -	
Business Registration	\$ -	\$ -	
Hawker or Peddler		\$ 200.00	Per application
	\$ 10.00		Each Day
	\$ 30.00		Each Week
	\$ 50.00		Each month
	\$ 100.00		Each year

Sales of Products from Temp Structures - Confections; Food; Tobacco; Tobacco Products	\$ 2.00	\$ -	One Day
	\$ 3.00	\$ -	Period not exceeding one week
	\$ 10.00	\$ -	Period not exceeding one month
	\$ 25.00	\$ -	Period not exceeding six months
	\$ 35.00		Period not exceeding one year

All Licenses under this section expire May 1 of each year. Location of temporary structure subject to approval as per ordinance (Sec. 10-192)

Transient Photographer	\$ 3.00	\$ -	One Day
	\$ 2.00		Each successive day not exceeding six months
	\$ 35.00		Period of six months
	\$ 60.00		Period of one year
Transient Merchant	\$ 15.00	\$ 2,000.00	1st Day
	\$ 15.00		Each successive day
Circus &/or Menagerie	\$ 75.00	\$ -	Per day
Carnival &/or Medicine Show	\$ 25.00	\$ -	Per day
Taxicab	\$ 10.00	Sec Sec. 10-392 of City Code	Per taxicab
Bus	\$ 10.00	Sec Sec. 10-392 of City Code	Per bus

Assessment or Tax Roll Requests

Hard Copy	\$ 700.00		per roll requested
Electronic Copy	\$ 500.00		per roll requested
Assessment Card	\$ 5.00		per card (hard copy)
Assessment Card	\$ 2.00		per card (electronic)

Miscellaneous Fees

City Hall copies	\$ 1.00		per page
Notary Fee	\$ 5.00		per transaction
Commission Packet-Printed & Mailed	\$ 3.00		per packet plus postage
Non-Sufficient Fund Payment (NSF)	\$ 25.00		per incident

COMMUNITY DEVELOPMENT
2025-2026

Item 6.

Fee Item	Fee	Notes
Initial Rental Inspection Per Building	\$ 35.00	Single/Duplex
	\$ 45.00	Three to Five Units
	\$ 70.00	Six to Ten Units
	\$ 85.00	Eleven or more
Per Unit Charge in Addition To Rental Inspection Charge Per Building	\$ 5.00	Three to Five Units
	\$ 3.00	Six to Ten Units
	\$ 2.00	Eleven or more
Rental Certification-Per Unit	\$ 15.00	Every 2 years
Rental Registration	\$ 10.00	Upon becoming a rental unit
Late Rental Registration	\$ 50.00	Non-compliance rental registration or changes not reported
Late Inspection Cancellation Notice	\$ 20.00	Two (2) Business Days Prior
First Re-inspection	\$ -	Re-inspection of issues from initial inspection
Subsequent Re-Inspections	\$ 30.00	Additional inspections for issues unresolved
Broken Appointment reschedule fee	\$ 35.00	No show for inspection
Outside normal inspection hours	\$ 60.00	Single Family to Two Units
	\$ 70.00	Three to Five Units
	\$ 95.00	Six to Ten Units
	\$ 110.00	Eleven or more Units
Property Maintenance Appeal Fee	\$ 100.00	Per issue appealed
Nuisance Property Fee	\$ -	Fee based on contractor fee and materials + 15%
Permits	\$ 35.00	Fence-initial application
	\$ 20.00	Fence-revision within one-year initial application
	\$ 12.50	Temporary Sign
	\$ 12.50	Construction Sign
	\$ 12.50	Community Special Event Sign
	\$ 30.00	Residential Area Sign-initial application
	\$ 20.00	Residential Area Sign-revision within one-year initial application
	\$ 50.00	Commercial Area Sign-initial application
	\$ 30.00	Commercial Area Sign-revision within one-year initial application
	\$ 30.00	Home Occupation Permit
	\$ 30.00	Zoning Compliance Permit-new use
	\$ 50.00	Zoning Compliance Permit-residential structure
	\$ 25.00	Zoning Compliance Permit-residential structure revision with one-year of initial application
	\$ 80.00	Zoning Verification Letter per parcel requested
Project completion without permit issuance	\$ -	Double appropriate permit fee plus applicable fines
Applications	\$ 600.00	Cell Antenna Site Application
	\$ 600.00	Fiber Installation Application
	\$ 300.00	Special Meeting Request
	\$ 250.00	Conditional Use-Residential
	\$ 350.00	Conditional Use-Commercial/Industrial
	\$ 350.00	Rezoning/Text Amendment (plus GIS fee and mailing costs)
	\$ 550.00	Alley/Street Vacated/Easement (Plus admin & Legal cost)
	\$ 300.00	Variance/Waiver/ZBA Request
	\$ 200.00	Land Divisions/Lot Splits-unplatted
	\$ 50.00	Land Divisions/Lot Splits-platted
	\$ 50.00	GIS Parcel Update

If Application requires Public Notice, postage fee will be added.

COMMUNITY DEVELOPMENT
2025-2026

Item 6.

Fee Item	Fee	Notes
Site Plan Reviews*	\$ 200.00	Site Plan Review-Partial
	\$ 300.00	Site Plan Review-Full
	\$ 500.00	Planned Unit Development-Plus Consulting Costs/Escrow
	\$ 800.00	Subdivision Development-Plus Consulting Costs/Escrow
*If revised within one-year additional charge of one-half original fee		
Municipal Civil Infraction Fines	\$ 50.00	Initial code violation
	\$ 250.00	Second ticket regarding initial code violation
	\$ 500.00	Each subsequent ticket regarding initial code violation

Market Square Rental

**Market Square rentals are in 4 hour blocks*

Set-Up	Fee	Refundable Deposit	6ft Table & 2 Chairs	Canopy, 6ft Table & 2 Chairs
Full Space	\$ 100.00	\$ 25.00	\$ 10.00	\$ 15.00
Shared Space to Extended Season	\$ 10.00	\$ 5.00		

Farmers Market

Vendor Fee-Full 2025 Season	\$ 100.00	includes 1 canopy, 1 table & 2 chairs
Vendor Fee-One Time	\$ 25.00	includes 1 canopy, 1 table & 2 chairs

FERNWOOD CEMETERY
2025-2026

Item 6.

	Fee Item	Resident	Non-Resident	Notes
Plot Prices	One Plot	\$ 670.00	\$ 1,005.00	
	Family Plot	\$ 4,675.00	\$ 7,010.00	Eight Full
	Half Family Plot	\$ 2,470.00	\$ 3,705.00	Four Full
	Babyland Plot	\$ 125.00	\$ 190.00	
	Cremains Plot	\$ 410.00	\$ 615.00	Two Urns

Opening/Closing Graves - Burial Cost**	Adult	\$ 695.00	\$ 1,040.00	
	Small Grave	\$ 335.00	\$ 500.00	
	Stillborn	\$ 335.00	\$ 335.00	
	Urn of Cremains	\$ 325.00	\$ 500.00	
	Limb	\$ 325.00	\$ 500.00	

Additional Fees	Weekday	\$ 165.00	\$ 165.00	Effective 2:00 p.m.-3:30 p.m.
	Weekends & Holidays	\$ 390.00	\$ 390.00	Full Burial
	Weekends & Holidays	\$ 230.00	\$ 230.00	Urn Burial
	Winter Storage	\$ 50.00	\$ 50.00	Burial at Fernwood
	Winter Storage	\$ 100.00	\$ 100.00	Burial another Cemetery
	Winter Burial	\$ 550.00	\$ 550.00	Full Burial
	Winter Burial	\$ 225.00	\$ 225.00	Urn Burial (\$220 both)
	Set Veterans Marker	\$ 100.00	\$ 100.00	
	Monument Foundation/Encase Marker	\$ 0.25	\$ 0.25	Per square inch measured from the outside of concrete

Perpetual Care - Included in plot prices above	Single Plot	\$ 100.00	\$ 100.00	
	Family Plot	\$ 400.00	\$ 400.00	
	Cremation Plot	\$ 50.00	\$ 50.00	

Perpetual Care must be paid in full before the burial on a family plot. When purchasing plots for a burial, the plot in which a burial will be made must be paid in full before the burial. The opening of the grave must be paid prior to the burial.

*Resident Veterans will be charged 50% of opening & closing charge

*Veteran killed on active duty opening & closing burial charge is waived

**DHHS Assistance burials required to pay 50% of burial charge

All markers and monuments shall have bases, which shall be 3" larger than the marker or monument on all sides

PUBLIC SAFETY
2025-2026

Item 6.

	Fee Item	Fee	Notes
	PBT Test Fee	\$ 3.00	Preliminary Breath Test
	Parking Violations	\$ 20.00	per violation-fines doubles is ot paid within 10 days
Public Safety or Fire Emergencies*	Engine 64	\$ 100.00	per hour
	Engine 65	\$ 100.00	per hour
	Foam Buckets Used	\$ 200.00	per container
	Fire Extinguishers Used	\$ 50.00	per extinguisher
	Other Rescue Related Equipment	\$ 100.00	per hour (Ice Rescue/Hovercraft)

Charges for Public Safety or Fire Emergencies will not be assessed if the total costs do not exceed \$250 per incident.

Charges will not exceed \$1,000 except in the case of illegal fires or criminal events

*Code of Ordinances, Chapter 18, Sec. 18.1

Notary Fee	\$ 5.00	per transaction
Processing NSF checks	\$ 25.00	3+ incidents, same offender, same business (pd by business)
Finger Printing	\$ 10.00	Prints only done when forms supplied by Applicant
Freedom of Information Act Requests		Rate per FOIA Policy

	Fee Item	Fee	Notes
Streets	Concrete Curb Removal	\$ 7.10	per linear foot (\$100 min)
	Concrete Curb Installation	\$ 21.57	per linear foot (\$200 min)
	6" Concrete Driveway Removal	\$ 2.90	per square foot (\$100 min)
	6" Concrete Driveway Installation	\$ 8.40	per square foot (\$200 min)
	Boulevard Restoration		Time & Material plus 10%
	Grass Cutting	\$ 50.00	base fee plus time & materials
	Right-of-way permit	\$ 25.00	\$50 if construction starts before permit is approved
	Utility company yearly permit	\$ 50.00	
	Dumpster Permit	\$ 50.00	2-week permit (in right of ways)- additional \$50 if dumpster is placed before receiving permit
Sidewalks	Sidewalk Removal	\$ 2.10	per square foot (\$100 min)
	4" Sidewalk Installation	\$ 6.10	per square foot (\$150 min)
	6" Sidewalk Installation	\$ 8.25	per square foot (\$150 min)
	Snow Removal (other)	\$ 50.00	base fee plus time & equipment plus 10%
	Snow Removal Truck Load	\$ 60.00	per Truckload
GIS Services	Full Map	\$ 600.00	
	Quarter Section	\$ 65.00	
Printed Map	8 1/2" x 11"	\$ 7.00	Black and White
	8 1/2" x 11"	\$ 12.00	Color
	11" x 14"	\$ 9.00	Black and White
	11" x 14"	\$ 16.00	Color
	Large Print	\$ 25.00	Black and White
	Large Print	\$ 35.00	Color
	Labor*	\$ 65.00	per hour

**After first hour, hourly rate is added to map cost*

PARKS AND RECREATION
2025-2026

Item 6.

	Fee Item	Resident	Non Resident	Notes
Facility Rentals	Kids Kingdom Pavilion	\$ 50.00	\$ 80.00	per day
	Large Pavilion	\$ 80.00	\$ 120.00	per day
	Beach House	\$ 70.00	\$ 120.00	per day
	Gazebo	\$ 25.00	\$ 40.00	per day
	Ski Chalet	\$ 100.00	\$ 150.00	Mon-Thurs
		\$ 400.00	\$ 500.00	1-day (Fri, Sat or Sun)
		\$ 700.00	\$ 800.00	2-day (Fri & Sat or Sat & Sun)
		\$ 100.00	\$ 100.00	3-hour block Grad week-end only
		\$ 100.00	\$ 100.00	Weekday Security Deposit
		\$ 250.00	\$ 250.00	Weekend Security Deposit
Ballfields	Bayshore Ballfield	\$ 225.00	\$ 225.00	Per reserved day of the week for season
	Bayshore Ballfield	\$ 100.00	\$ 100.00	Per season for football
	Besse Complex Ballfield	\$ 10.00	\$ 10.00	Per 1-1/2 hours for non-contract holders games and practices
	Besse Complex Tournaments	\$ 300.00	\$ 300.00	per week-end tournament (Fri, Sat, Sun)
	Besse Complex Concession	\$ 100.00	\$ 100.00	per single day event
Ski & Tubing	Skiing	\$ 12.00	\$ 12.00	per day
	Preschool Skiing	\$ 4.00	\$ 4.00	per day
	Combo	\$ 18.00	\$ 18.00	Skiing & 1/2 day tubing per day
	Tubing	\$ 10.00	\$ 10.00	1/2 day
	Skiing Membership	\$ 150.00	\$ 175.00	Single
		\$ 250.00	\$ 290.00	Family
	Tubing Membership	\$ 110.00	\$ 135.00	Single
		\$ 170.00	\$ 205.00	Family
	Combo Membership	\$ 220.00	\$ 265.00	Single
		\$ 380.00	\$ 450.00	Family
Private Tubing Parties	Less than 50 people	\$	105.00	per hour
	50-75 people	\$	130.00	per hour
	76-100 people	\$	155.00	per hour
	101-150 people	\$	180.00	per hour
	151-200 people	\$	250.00	per hour
	over 200 people	\$	350.00	per hour
	tow attendant	\$	70.00	per hour
Harbor	North Wall 25'	\$	1,525.00	
	East Wall 30' Pier	\$	1,830.00	
	East Wall 45' Pier	\$	2,745.00	
	West End	\$	800.00	build your own dock
	Transient	25' and less = \$25.00/day >25' = \$1.00/foot/day		Variable rate set by MI State Waterways Commission

PARKS AND RECREATION
2025-2026

Item 6.

	Fee Item	Resident	Non Resident	
Boat Ramp	Daily	\$ 5.00	\$ 5.00	
	Seasonal	\$ 30.00	\$ 40.00	
	Senior Seasonal	\$ 20.00	\$ 30.00	over 62 years old

	Fee Item	Daily	Weekly	Monthly*
Campground	Tent Site	\$ 20.00	\$ 120.00	NA
	Electric	\$ 30.00	\$ 210.00	\$ 690.00
	Water & Electric	\$ 35.00	\$ 245.00	\$ 805.00
	Full	\$ 40.00	\$ 280.00	\$ 920.00

*Campground monthly rates reflect 7 free days

UTILITY RATES & FEES

ELECTRIC
WASTEWATER
WATER
SOLID WASTE

Rates approved
Rates effective 08/01/2025
Fees approved xxxxxx

ELECTRIC RATES
EFFECTIVE 08/01/2025

Item 6.

	Customer Class	Readiness to Serve	Energy Charge	Notes
Residential	Residential	\$ 17.50	\$ 0.13350	
	All Electric	\$ 17.50	\$ 0.11950	no gas service at home
	Hot Water Heater	\$ 13.75	\$ 0.11950	additional meter
	Home Heat	\$ 13.75	\$ 0.11950	additional meter

Small Commercial *Demand 20 kW or less per month	1 Phase meter	\$ 22.00	\$ 0.14670	
	3 Phase meter	\$ 26.00	\$ 0.14670	

Large Commercial *Demand between 20-40 kW	All meter sizes	\$ 40.00	\$ 0.11570	
	Energy Limiter Credit		\$ (0.14377)	
	Demand Charge		\$ 5.50	per kW
	Distribution Demand Charge		\$ 1.50	per kW

Small Power *Demand between 40-100 kW	All meter sizes	\$ 50.00	\$ 0.09170	
	Energy Limiter Credit		\$ (0.13884)	
	Demand Charge		\$ 10.50	per kW
	Distribution Demand Charge		\$ 2.25	per kW

Large Power	All meter sizes	\$ 200.00	\$ 0.07810	
	Demand Charge		\$ 12.50	per kW
	Distribution Demand Charge		\$ 2.50	per kW

*Distribution Demand is calculated on the highest demand over a rolling 12-month period of time

*Demand thresholds are based on demand not exceeding maximum over a 12 consecutive month period of time

*For each month, the customer shall be billed the lesser of 1) the amount for the Energy Limiter, and 2) the amount for Energy charge plus the amount for the Demand Charge. Does not affect Readiness to Serve, PCAC or distribution demand charges .

Parallel Generation Rates				
Type	Class	Bill Code	Buyback Rate	
PAR GEN RES RG1	Residential	RG1G	\$ (0.04481)	Power returned to City by Solar Generation as metered. Rate changes Jan 1 annually based on power costs. Calculated by WPPI
PAR GEN CP2	Large Power	CP2G	\$ (0.02951)	
PAR Gen >20	Small Power off peak	PG2C1F	\$ (0.02599)	
	Small Power on peak	PG2C1O	\$ (0.03606)	

Street Lights	All wattage	\$ 17.50	\$ 0.16300	
Dusk to Dawn	All wattage	\$ 10.00	\$ 0.16300	

ADDITIONAL BILLING FEES		
Item	Fee	Notes
Power Cost Adjustment (PCAC)	variable	Based on cost power power purchased vs kWh sold. May
LIEAF	\$ 0.90	Set by MPSC every October 1. No more than \$1
Energy Optimization (EO)-Residential		
Energy Optimization (EO)-Commercial		
Meter reconnection	\$ 15.00	Reconnection of meter service
Meter reconnection-enforced off	\$ 30.00	Reconnection of meter service turned off for non-payment
Service reconnection at pole	variable	Cost based on 2 men and truck and materials; minimum charge is \$100.
48-hour notice of disconnection for non-payment-electronic	\$ 30.00	Per State of Michigan notification process, 48-hour notice of pending disconnection electronically sent
48-hour notice of disconnection for non-payment-paper	\$ 50.00	Per State of Michigan notification process, 48-hour notice of pending disconnection physically delivered to premise.
Distributed Generation Application Fee	\$ 100.00	One time fee for solar application (required for all new solar installations or purchase of premise with solar installed)
Pole Connection Application Fee	\$ 100.00	Entities attaching to City power poles
Security Deposit-Residential	\$ 500.00	Non premise owner
Security Deposit-Business	\$ 500.00	Non premise owner
Security Deposit-Leased Land	\$ 500.00	Oak Bluff Estates and Lake Bluff Retirement Village
Security Deposit-Lakeview Apartments	\$ 200.00	Lakeview Apartment tenants
Security Deposit Interest	1%	Interest is per annum and applied upon finalization of utility account or return of deposit
Penalty unpaid utility bill	5%	Based on bill not running balance, unless less than latest billing amount. Applied on accounts unpaid after 4:00 p.m. on due date
Non Sufficient Funds	\$ 25.00	Per NSF

SERVICE RELATED		
Item	Fee	Notes
Relocation of current overhead service	variable	Materials & Labor
Underground Service	variable	Materials & Labor
Service/meter tampering fee	\$ 500.00	Reconnecting service after city disconnection, cut seals, pulling meters, cutting wires, etc
Meter Testing request by customer	\$ 25.00	May be waived if meter tests off by more than 2% accuracy
Replacement of broken meter	replacement cost	Meter broken through customer negligence.
Repair private lighting-non residential	\$25+materials	Repair of dusk to dawn commercial/governmental

WASTEWATER RATES
EFFECTIVE 08/01/2025

Item 6.

RATES	COST	UNIT	COMMENTS
Wastewater rate/unit*	\$ 12.46	Per 1,000 gallons	based on water usage (if applicable)
Monthly customer charge*			based on meter size-readiness to serve
5/8" meter	\$ 34.45	Monthly	
1" meter	\$ 43.99	Monthly	
1-1/2" meter	\$ 81.62	Monthly	
2" meter	\$ 104.94	Monthly	
3" meter	\$ 179.14	Monthly	
4" meter	\$ 212.00	Monthly	

*The same Wastewater rates apply to resident customer that are sewer only with private wells

Outside City Limits (non Masonville Township sewer customer)

Rate is 2 x wastewater unit rate + 2 times monthly customer charge

Masonville Township Rate	COST	UNIT	COMMENTS
Monthly Debt Reduction	\$ 31.26	Per parcel	All parcels which sewer service is available; charge by Township, includes vacant lots. Rate set by Township.
Wastewater rate	\$ 65.40	per EDU*	1 EDU is based on 5,000 gallons
Monthly Customer charge	\$ 28.30	per EDU*	1 EDU is based on 5,000 gallons

*EDU = Equivalent Domestic Unit

Rate/EDU=(1,000 gallons) x (WW rate x 1.05%) + (MCC) + (Debt Reduction) = Total

$\$65.40 + 28.30 + \$31.26 = \$124.96$ (total is for 1 EDU per each rate)

TESTING	COST	UNIT	COMMENTS
Laboratory Examinations Wastewater Samples	\$15.00	Sample	Per test per sample

TAP FEES	TIME & MATERIALS	UNIT	COMMENT
North Lakeshore Drive	\$ 1,100.00	Lateral Connection	Homeowner responsible for liftstation and lateral
South Bluff	\$ 2,000.00	Lateral Connection	plus material & labor
Blackwell Avenue	\$ 1,994.00	Lateral Connection	plus material & labor
Masonville Township			Contact Masonville Township

SERVICES	COST	UNIT	COMMENTS
Wastewater Sewage Lift Station Callout-business hours	\$ 75.00	per service call	Reset
Wastewater Sewage Lift Station Callout-after hours	\$ 150.00	per service call	Reset
Lift Station Repairs	Time & materials	per repair	All repair services and unplugging
Video of Sewer Lateral	\$ 60.00	per service call	Any maintenance issues billed separately

WATER RATES
EFFECTIVE 08/01/2025

Item 6.

RATES	COST	UNIT	COMMENTS
Water rate/unit*	\$ 6.30	Per 1,000 gallons	based on water usage
Monthly customer charge*			based on meter size-readiness to serve
5/8" meter	\$ 16.25	Monthly*	
1" meter	\$ 36.50	Monthly*	
1-1/2" meter	\$ 72.50	Monthly*	
2" meter	\$ 113.50	Monthly*	
3" meter	\$ 208.50	Monthly*	
4" meter	\$ 346.00	Monthly*	
Per additional unit on one meter	\$ 2.00	per unit	buildings with multiple units on one water meter.

*Water and irrigation meters billed separately on utility bill

*Irrigation meters are sewer exempt

*Hose bib attachments pay wastewater charges on water used; upon return to city they are calculated for usage and any credit received for wastewater placed on November utility bill

Outside City Limits

Rate is 2 x water unit rate + 2 times monthly customer charge

MONTHLY FIRE PROTECTION	COST	UNIT	COMMENTS
5/8" meter	\$ 2.00	Monthly	charge based on size of primary water meter
1" meter	\$ 5.00	Monthly	
1-1/2" meter	\$ 10.00	Monthly	
2" meter	\$ 16.00	Monthly	
3" meter	\$ 32.00	Monthly	
4" meter	\$ 50.00	Monthly	

FIRE HYDRANT FEE	COST	UNIT	COMMENTS
Fire Hydrant (not metered)	\$ 125.00	per day	
Fire Hydrant Metered	\$ 25.00	week	water billed based on use
Water Plant Hydrant	\$ 25.00	Month	water billed based on use

LABORATORY EXAMINATIONS WATER SAMPLES	COST	UNIT	COMMENTS
Coliform Presence/Absence	\$ 20.00	Sample	Per test per sample*
Coliform MPN	\$ 20.00	Sample	Per test per sample*

*10% administrative fee added to all tests invoiced

WATER RATES
EFFECTIVE 08/01/2025

Item 6.

TAP FEES	TIME & MATERIALS	UNIT	COMMENT
3/4" - 1"	\$ 1,000.00	Lateral Connection	up to 20 feet
1 1/4" and larger	Labor & Materials	Lateral Connection	
South Bluff Tap Fee	\$ 3,000.00	Lateral Connection	directional bore road crossing

SERVICES	COST	UNIT	COMMENTS
Reconnection			
Turn-on charge, other than repair	\$ 40.00	service call	Reconnection of water meter for service
Turn-on charge for existing irrigation meter	\$ 20.00	service call	Seasonal reconnection
Turn-on charge home & irrigation (same call)	\$ 40.00	service call	Reconnection of water meter for service
Thaw Out (freeze ups)			
Monday-Friday 7:00 am to 3:30 pm	\$ 100.00	service call	Non holiday-normal work day
After hours	\$ 200.00	service call	Evenings, weekends, holidays
Frozen/damaged water meter repair	\$ 75.00	per repair	
Complete meter replacement	Labor & Materials	per meter	Based on current market price for appropriated size water meter
Private Well Registration	\$ 10.00	well	One time fee

Billing Item	Rate	Notes
Monthly Customer Charge	\$ 8.79	Includes composting, street sweeping, city cleanup, alley maintenance, administrative cost
Refuse Pickup	\$ 14.06	Includes monthly refuse and recycle pickup
Refuse Pickup-outside city	\$ 23.06	Areas on P.5 Rd and areas in Kipling
Extra Pickup	\$ 12.15	Extra refuse can at same time
Recycling Only	\$ 4.25	Premises required to have a dumpster
Fairview/Waterview Manors	\$ 321.73	Per Manor

MOTION CARRIED

Motion made by Commissioner O'Driscoll, Seconded by Commissioner Pontius to approve Lifeguarding Services by Northern Lights YMCA for the City of Gladstone for a total of \$22,100 for 36 days (\$20,932/34 days = \$615.32 per day rate as presented in proposal).

MOTION CARRIED

Manager Eric Buckman reported on the following:

- Gladstone Public Library Story Hour on Wednesday, June 11th from 10:30 - 11:30 AM
- Hiring a part-time Zoning Administrator
- Traffic Signal Maintenance on June 17th at 5:00 AM at the intersection of US-2, US 41 and M-35.
- Skatepark received a makeover by the 2026 National Honor Society
- Kids "Pedal with Police" on the last day of school
- Change to City Hall operating hours (7:30 AM- 5:00 PM, closed on Fridays)
- Northern Michigan Public Service Academy (NMPSA) a training organization in Marquette is ending
- Attended the monthly DDA meeting
- Met with MERS regarding grant money
- Met with a new company looking to purchase the Delfab building next to City Hall

DDA Coordinator Patricia West gave report on the Farmer's Market and provided a news clip from channel 19 (link below):

[Gladstone Farmers Market opens for a busy 2025 season](#)

There being no further business before the Commission, Mayor Thompson adjourned the meeting at 7:39 PM.

Mayor Joe Thompson

Clerk Kimberly Berry

**INVOICE**

Page - 1 of 1

PLEASE REMIT TO/SELLER: COMPASS MINERALS AMERICA INC. P O BOX 277043 ATLANTA, GA 30384-7043	FEDERAL ID#: 48-1047632	PAYMENT TERMS NET 30 DAYS	INVOICE DATE 06/02/2025	INVOICE NUMBER 1506051
---	--------------------------------	----------------------------------	--------------------------------	-------------------------------

SOLD TO : 55805 / CH703116
CITY OF GLADSTONE
1100 DELTA
GLADSTONE ,MI 49837

00010



SHIP TO: 415471 / CSH755558
CITY OF GLADSTONE-DELTA CO
30 MICHIGAN AVE
GLADSTONE ,MI 49837 UNITED STATES

SHIPPED FROM 20687 - ESCANABA	DATE SHIPPED SEE BELOW	CUSTOMER PO SEE BELOW	BILL OF LADING SEE BELOW	ORDER NUMBER SEE BELOW	ORDER TYPE SH
CARRIER SEE BELOW	RAIL / TRUCK SEE BELOW	EQUIPMENT TYPE SEE BELOW	F.O.B. SHIPPING POINT	FREIGHT TERMS SEE BELOW	TERRITORY SM9
TAX STATUS EXEMPT	TAX ID # EXEMPT 38- 6004686	SALES REP			

10110

PRODUCT	CUSTOMER ITEM	3 rd ITEM	DESCRIPTION	FHC	TAX	EQUIPMENT	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
613544		6615	BULK HIGHWAY COARSE W/YPS	PPD	Y	DMP	148.2900	TN	63.6800	9,443.11

SCALE TICKET #	QUANTITY	SHIPPED	ORDER #	CARRIER	TRUCK / RAIL #	CUSTOMER PO #	RELEASE #
9008212	56.2500	06/02/2025	3094599	60173981	BL38		
9008215	56.2300	06/02/2025	3094599	60173981	BL38		
9008216	35.8100	06/02/2025	3094599	60173981	BL38		

SUMMARY :

202-478-751.000

PRODUCT 9,443.11
FREIGHT & FUEL

SUBTOTAL 9,443.11
STATE TAX
COUNTY TAX
CITY TAX

MESSAGES:

FED ID # 48-1047632

TOTAL WEIGHT... 296,580.00 Gross Pounds
FOR BILLING INQUIRIES CALL 1-800-323-1641

**THANK YOU FOR YOUR ORDER
WE APPRECIATE YOUR BUSINESS**

**PLEASE PAY >>>
IN US DOLLARS**

9,443.11

**CREDIT NOTE >>>
IN US DOLLARS**

This Sale of Goods is subject to the Terms and Conditions of Sale on the reverse side of this Invoice.
You may owe use tax on this purchase. The purchase is subject to state use tax unless it is specifically
exempt from taxation. The purchase is not exempt from sales or use tax merely because it is made over
the internet or by other remote means. Please refer to the applicable state requirements for sales and
use tax at <https://www.taxadmin.org/state-tax-agencies> to determine if necessary to file and pay sales
and use tax on purchases for which no tax was collected.



CHEMTRADE

Please Remit To :

Chemtrade Chemicals US LLC
Dept# 771807
P. O. BOX 77000
Detroit, MI
48277-1807

Page : 1 of 1

Item 8.

INVOICE

Invoice No.
90251073

Invoice Date
June 06, 2025

If query please quote this number.

Invoice to (Buyer)

CITY OF GLADSTONE, MI
WATER DEPT
1100 DELTA AVE
GLADSTONE MI 49837

Consignee

CITY OF GLADSTONE WASTEWATER TREAT
413 MINNEAPOLIS AVE
GLADSTONE MI 49837

Customer Purchase Order	Ship Date	Due	Currency
VERBAL RODNEY	Jun 06, 2025	Jul 06, 2025	US Dollar
Payment Terms	Customer No	Customer State Tax No	Our GST No.
Within 30 days Due net	401462	MUNICIPALITY	
Freight Terms	Via	Type	Sales Company
Prepaid	QUALITY CARRIERS INC	F2	2014
Shipped From	B/L No.	Vehicle ID	Order No.
Chemtrade (Menasha, WI), US	80268107	36244-55203	263561

If you prefer to wire or ACH funds, please send to:

JP Morgan Chase Bank
611 Woodward Avenue, Detroit, MI 48226
Chemtrade Chemicals US LLC
ABA# (Wires) : 021 000 021
ABA# (ACH) : 072 000 326
Account : 580079692 (SWIFT CHASUS33)

Material	Description	Invoice Quantity	Price	Per	USD Amount
11927	ALUM SULFATE LIQ STD	10.391	576.00	ST100%	5,985.22
	Quantity AS IS :	22.025 Ton			
	Strength Factor:	8.02 % PRICE BASE 17%			

Please Pay (USD) 5,985.22

590-549-764

MM

C/C 6/23/25

Questions Please Contact: Credit, Tel: (416) 678-5472, E-mail: credit@chemtradelogistics.com

SAFETY DATA SHEET ("SDS") CONCERNING THE PRODUCTS ARE AVAILABLE AT CHEMTRADE'S WEBSITE (WWW.CHEMTRADELOGISTICS.COM) AND BUYER SHOULD OBTAIN SUCH SDS PRIOR TO RECEIPT OF THE FIRST SHIPMENT OF THE PRODUCTS. UNLESS OTHERWISE SPECIFIED, TERMS ARE NET 30 DAYS FROM DATE OF INVOICE. LATE CHARGE WILL APPLY ON ALL PAST DUE BALANCES IN ACCORDANCE WITH THE TERMS OF SALE ON THE REVERSE SIDE OF THIS DOCUMENT.

THESE PRODUCTS ARE SOLD AND SHIPPED IN ACCORDANCE WITH THE TERMS OF SALE ON THE REVERSE SIDE OF THIS DOCUMENT.



Responsible Care*
Our commitment to sustainability.



Board:	City Commission
Agenda Date:	June 23 rd , 2025
Department:	Assessing
Presenter:	Janice Frizzell

Staff Report

Agenda Item Title:

Request to establish Industrial Facilities Tax (IFT) District

Background:

Aggressive Manufacturing Innovations (AMI) is in the process of acquiring the former DelFab building, located at 103 N 12th St. Before AMI can begin operations, the facility will require extensive rehabilitation, to accommodate equipment and support their manufacturing processes.

To aid in this transition, the establishment of an Industrial Facility Tax (IFT) District provides a tax incentive under Public Act 198 of 1974. The IFT exemption allows qualifying businesses exemption from ad valorem real and/or personal property taxes for a term of 1 to 12 years, as determined by the local unit of government. This incentive is designed to encourage investment in industrial properties, promote economic development, and support job creation in the community.

Fiscal Effect:

Current taxes are approx. \$27,000/year, which will be eliminated temporarily.
40-55 jobs will be created.
Increased demand in utilities.

Supporting Documentation:

IFT request letter from Gary Vollmar, CEO of AMI.

Recommendation:

City Commission set a Public Hearing to establish Industrial Facilities Tax District for the Regular Commission meeting on July 14th, 2025.



Aggressive Manufacturing Innovations
P.O. Box 269
5093 N. Red Oak Rd., Lewiston, MI 49756
(989) 786-3755

June 11th, 2025

Dear Members of the City Commission,

I am writing to formally request that the City of Gladstone establish an Industrial Facilities Tax (IFT) District for the property located at 103 N 12th St, currently known as the DelFab building.

AMI intends to install 2 new manufacturing processes, which will expand our product offerings and will supplement our current business. Additionally, many of AMI's most recent customers are in the upper Midwest region. Gladstone/Esanaba area has a much larger population base to attract employees than some of our current facility locations.

I appreciate your time and consideration of this request. Please let me know if additional documentation or information is required for this process. I look forward to working with the Commission to facilitate this designation and ensure its success.

Best Regards,

Gary Vollmar

CEO

AMI Industries, INC

gvollmar@ami-lewiston.com

810-444-8640



Board:	City Commission
Agenda Date:	06/23/2025
Department:	Water
Presenter:	Rob Spreitzer

Staff Report

Agenda Item Title:

Accept offer of obligation to receive funding from USDA for The Gladstone Water Department Intake Project.

Background:

At the March 25, 2024, Commission Meeting the Water Department was given commission approval to post a public notice of intent to apply for Federal Financial Assistance with USDA Rural Development in the Daily Press (April 08, 2024) and schedule a public hearing for April 22, 2024. At the April 22, 2024, Public Hearing and Commission meeting, the Water Department was authorized by the Commission to file an application for federal financial assistance with USDA, Rural Development.

On Tuesday June 17, 2025, we received an email from USDA with a REQUEST FOR OBLIGATION OF FUNDS and LETTER OF INTENT TO MEET CONDITIONS. The USDA is offering a loan in the amount of \$7,927,000 to fund our Water Intake Project.

Fiscal Effect:

This would be a loan for \$7,927,000 scheduled for repayment over 40 years at an interest rate of 3.375%. For planning purposes this would be an annual payment of \$364,035. In addition to this annual payment, we would be required to establish a **Debit Service Reserve** of 10% or \$3,035 per month for 10 years; and establish a **Short-Lived Asset Reserve** with an annual deposit of \$ 78,000 for the life of the loan.

The purpose of the project is to replace the old water intake and crib assembly and install a second 12-inch water main to the million-gallon reservoir on the bluff.

Supporting Documentation:

See Attachments

Recommendation:

Make a Motion to authorize the mayor to sign **RD forms 1940-1 Request for Obligation of Funds and RD-1940-6 Letter of Intent to Meet Conditions.**



Rural Development

May 6, 2025

Michigan State Office

3001 Coolidge Rd
Suite 200
East Lansing, MI
48823

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

Voice 517.324.
487445156
Fax 855.813.7741

Dear Mr. Buckman,

We are in receipt of your initial application dated October 29, 2024, for assistance from USDA, Rural Development, for your proposed Water System Improvements. The proposed applicant and project have been found eligible for funding. Based upon the funds available for this program over the last two fiscal years and the number of applications reviewed or pending, we anticipate that funds for which you are competing may be available during Fiscal Year 2025. Your application will compete with similar applications through a priority ranking system.

In your application, you requested \$7,927,000 in federal assistance. We are agreeable to consideration of approximately this amount, subject to the availability of funds, and final underwriting. The proportion of any loan and grant funding will be discussed with you at a later time.

This is not a commitment of funds or a representation as to the availability of funds, nor is it concurrence with your proposed scope of work. You are advised against taking any actions or incurring any obligations, which would limit the range of alternatives to be considered or have an adverse effect on the environment until funds from Rural Development are actually made available.

Satisfactory completion of the environmental review process must occur prior to the issuance of a letter of conditions and any funding proposal. Further consideration of your request will proceed when final determination has been reached regarding the environmental impacts of the project and the underwriting is complete. We will contact you as further information is needed.

Sincerely,

Digitally signed by
VALARIE HANDY
Date: 2025.05.06
16:57:43 -04'00'

Valarie Handy
Acting Director, Water & Environmental Programs

CC:
Crystal O'Neal,
Area Specialist

USDA is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form (PDF), found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

From: O'Neal, Crystal - RD, MI <crystal.oneal@usda.gov>
Sent: Tuesday, June 17, 2025 4:16 PM
To: Eric Buckman
Cc: Rob Spreitzer; Scott Nowack; Gary Lessard; Wrocklage, Christine - RD, MI; 'Mann, Steven D.'; ncurcio@curciofirm.com
Subject: City of Gladstone, Water Intake Project - Obligation Forms
Attachments: Letter of Conditions-Signed VH 2025.06.17.pdf; 40 Year Bond Schedule 1000.xlsx; Eligibility Letter Gladstone-Signed VH.pdf; Gladstone City of_RD1942-46 letter of intent.pdf; Gladstone City of_RD1940-1 obligation form.pdf

Good Afternoon,

We are excited to move into the next step of the funding process for this water project. We have received State Office and National Office concurrence to obligate the funds for the **Water Intake Project**. Please see the Letter of Conditions (attached) and the Eligibility Letter (attached), for your records.

It is critical that the two **RD forms 1940-1** and **1940-46**, are both signed and returned promptly to me on email, by the end of the week at the latest. We need to process the obligation forms prior to the interest rate changing July 1st, to lock in the interest rate of 3.375% for 40 years.

We would like to set up a time in a couple of weeks to go over the Letter of Conditions in greater detail. Would July 8th or 9th, work for a one hour Teams call to discuss the items in the next step of the process? If that week doesn't work, we could also look at July 15th or 16th.

Please let us know if there are any questions.

Thank you,

Crystal A. O'Neal

Area Specialist
Office of the Michigan State Director | Water & Environmental Programs Team
Gladstone Area Office



U.S. DEPARTMENT OF AGRICULTURE

Rural Development
2003 Minneapolis Avenue, Gladstone, MI, 49837
p: (906) 825-3017

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Community Programs
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Housing Programs
email:
rd.mi.sfh.up@usda.gov

June 17, 2025

Mr. Joe Thompson, Mayor
City of Gladstone
1100 Delta Avenue
Gladstone, MI 49837

SUBJECT: Letter of Conditions
Project Name: Water Intake Improvements
Assistance Listing Number (ALN) – 10.760

Agency Loan & Interest Rate: \$7,927,000 Intermediate Rate 3.375%

Dear Mr. Thompson:

This letter establishes conditions which must be understood and agreed to by you before further consideration may be given to your application. The loan will be administered on behalf of the Rural Utilities Service (RUS) by the State and Area staff of USDA Rural Development (RD), both of which are referred to throughout this letter as the Agency. Any changes in project cost, source of funds, scope of project, or any other significant changes in the project or applicant must be reported to and concurred with by the Agency by written amendment to this letter. This includes any significant changes in the Applicant's financial condition, operation, organizational structure or executive leadership. Any changes made without Agency concurrence shall be cause for discontinuing processing of the application.

This letter does not constitute loan approval, nor does it ensure that funds are or will be available for the project. The funding is being processed on the basis of a loan not to exceed \$7,927,000. The loan will be considered approved on the date Form RD 1940-1, "Request for Obligation of Funds" is signed by the Agency approval official.

The applicant will ensure projects are completed in a timely, efficient, and economical manner. You must meet all conditions set forth under Section III – Requirements Prior to Advertising for Bids within 1 year of this letter.

The Agency reserves the right to withdraw Agency funding if you do not meet the conditions of this letter.

If you agree to meet the conditions set forth in this letter and desire further consideration be given to your application, please complete and return the following forms within 3 days:

Form RD 1942-46, "Letter of Intent to Meet Conditions"
Form RD 1940-1, "Request for Obligation of Funds"

All parties may access information and regulations referenced in this letter at our website located at: [Water and Environmental Programs | Rural Development \(usda.gov\)](https://www.usda.gov/water-and-environmental-programs/rural-development)

The conditions are as follows:

SECTION I - PROJECT SCOPE

1. Project Description – Funds will be used to replace approximately 1,850 feet of raw water intake, crib structure, clear water tank, and 3,200 feet of new 12-inch water transmission main, providing a more reliable distribution system. Associated valves will be replaced in conjunction with the water main.

Facilities will be designed and constructed in accordance with sound engineering practices and must meet the requirements of Federal, State, and local agencies. The proposed facility design must be based on the Preliminary Engineering Report (PER), prepared by Coleman Engineering Company dated 10/3/2024, as concurred with by the Agency.

2. Project Funding – The Agency is offering the following funding for your project:

Agency Loan -	\$ 7,927,000
---------------	--------------

TOTAL PROJECT COST - \$ 7,927,000

Any changes in funding sources following obligation of Agency funds must be reported to the processing official. Prior to loan closing, any increase in non-Agency funding will be applied first as a reduction to Agency grant funds, up to the total amount of the grant, and then as a reduction to Agency loan funds.

The applicant must certify that they have exhausted all other funding avenues and have no pending funding considerations from any other sources. Further, the applicant must certify that they do not intend to apply anywhere else for funding for this project. If, after obligation of Agency funds, other funding becomes available, the Agency reserves the right to deobligate any and all funding for this project and to re-underwrite. This may result in the offering of a different funding package to for this project.

Prior to advertisement for construction bids, you must provide evidence of applicant contributions and other funding sources. This evidence should include a copy of the commitment letter. Agency funds will not be used to pre-finance funds committed to the project from other sources.

3. Project Budget – Funding from all sources has been budgeted for the estimated expenditures as follows:

<u>Project Costs:</u>	<u>Total Budgeted:</u>
Administration/Publication	\$33,800
Development	6,418,500
Contingency	641,900
Engineering Fees	770,300
<i>Includes:</i>	
<i>Design</i>	346,635
<i>Resident Project Representation (Inspection)</i>	308,120
<i>Additional Services</i>	115,545
Legal Fees - Local Attorney	15,000
Legal Fees - Bond Counsel	47,500
TOTAL	\$7,927,000

Project feasibility and funding will be reassessed if there is a significant change in project costs after bids are received. Obligated loan and/or grant funds not needed to complete the proposed project will be deobligated. Any reduction will be applied to Agency grant funds first. If actual project costs exceed the project cost estimates, an additional contribution by the Owner may be necessary. An "Amended Letter of Conditions" will be issued for any changes to the total project budget.

4. Project Timeline – To ensure that the project proceeds in a timely manner, key processing milestones have been established in accordance with the PER or other Agency approved documentation. **Projects should be completed and Agency funds fully disbursed within three years of obligation.** By agreeing to the terms herein, you agree to comply with the milestones identified below. You must notify the Agency in writing at least 30 days prior to the referenced date if, for any reason, one or more of the milestones cannot be met. Should your final completion date become more than three years after obligation the written request will follow the procedures outlined in Section VI of this letter, including the submission of not less than 90 days prior to the benchmark. The correspondence must contain a valid explanation as to why the milestone cannot be met and include a proposed revised project completion schedule. A written confirmation will be issued if the Agency agrees to the modification. The Agency reserves the right to de-obligate loan and/or grant funds, or take other appropriate action, if the established or amended deadlines are not met.

<u>Milestone</u>	<u>Date</u>
Plans & Specifications, and Design	August 2025
Permits Complete	December 2025
Initial Advertisement for Bids	February 2026
Start Construction	June 2026
Final Completion Construction	July 2027

SECTION II – RATES & TERMS

5. Interest Rates and Loan Terms – The interest rate will be the lower of the rate in effect at the time of loan approval or the time of loan closing, unless you request otherwise. Should the interest rate be reduced, the payment will be recalculated to the lower amount. The payment due date will be established as the day that the loan closes.

Your loan will be scheduled for repayment over a period of 40 years. Payments will be equal annual amortized installments, beginning one year after closing date. For planning purposes, use a 3.375% interest which provides for an annual payment of \$364,035. The precise payment amount will be based on the interest rate at which the loan is closed and may be different than the one above.

6. Security – The loan will be secured by a Revenue bond with first lien position in the amount of \$7,927,000. The bond will be fully registered as to both principal and interest in the name of the “United States of America, Acting through the United States Department of Agriculture.” Bond Counsel will be utilized in preparation of these documents.

The bond and any ordinance or resolution relating thereto must not contain any provision in conflict with the Agency Loan Resolution, applicable regulations, or associated laws. There must be no defeasance or refinancing clause in conflict with the graduation requirements of 7 U.S.C. 1983.

Additional security requirements are contained in RUS Bulletin 1780-27, “Loan Resolution (Public Bodies). A draft of all security instruments, including draft bond resolution, must be reviewed and concurred in by the Agency prior to advertising for bids. Bond/loan resolutions must be duly adopted and executed prior to loan closing.

7. Reserves – Reserves must be properly budgeted and set aside to maintain the financial viability and sustainability of any operation. Reserves are important to fund unanticipated emergency repairs, to assist with debt service should the need arise, and for the replacement of assets which have a useful life less than the repayment period of the loan. The following reserves are required to be established as a condition of this loan:

- a. **Debt Service Reserve** – As a part of this Agency loan proposal, you must establish a debt service reserve fund equal to at least one annual loan installment that accumulates at the rate of 10% of one annual payment per year for ten years or until the balance is equal to one annual loan payment. For planning purposes, 10% of the proposed loan installment would equal \$3,035 per month; this amount should be deposited monthly until a total of \$364,200 has accumulated. Prior written concurrence from the Agency must be obtained before funds may be withdrawn from this account during the life of the loan. When funds are withdrawn during the life of the loan, deposits will continue as designated above until the fully funded amount is reached.

- b. **Short-Lived Asset Reserve** – In addition to the debt service reserve fund, you must establish a short-lived asset reserve fund. Based on the PER, you must deposit at least \$78,000 into the short-lived asset reserve fund annually for the life of the loan to pay for repairs and/or replacement of major system assets. It is your responsibility to assess your facility's short-lived asset needs on a regular basis and adjust the amount deposited to meet those needs.

SECTION III – REQUIREMENTS PRIOR TO ADVERTISING FOR BIDS

8. (public body) Organization – The Bond Counsel transcripts of proceedings must show that your organization is a duly incorporated public body and has continued legal existence. Your organization must have the authority to own, construct, operate, and maintain the proposed facility, as well as for borrowing money, pledging security and raising revenues.

9. Suspension and Debarment Screening – You will be asked to provide information on the principals of your organization. Agency staff must conduct screening for suspension and debarment of the entity, as well as its principals through the Do Not Pay Portal.

Principal –

- i. An officer, director, owner, partner, principal investigator, or other person within a participant with management or supervisory responsibilities related to a covered transaction; or
- ii. A consultant or other person, whether or not employed by the participant or paid with federal funds, who –
 1. Is in a position to handle federal funds;
 2. Is in a position to influence or control the use of those funds; or,
 3. Occupies a technical or professional position capable of substantially influencing the development or outcome of an activity required to perform the covered transaction. (2 CFR §180.995)

10. Environmental Requirements – At the conclusion of the proposal's environmental review process, specific action(s) were determined necessary to avoid or minimize adverse environmental impacts. As outlined in the Environmental Report (ER) dated 10/28/2024, the following action is required for successful completion of the project and must be adhered to during project design and construction:

Background archaeological research identified a shipwreck (Maywood) is located within the proposed path of the water intake pipe from the Water Treatment Plant into Lake Michigan. The project design will avoid the wreck site, which may be eligible for the National Register of Historic Places. The intake and associated cribbing at the end of the pipe will be installed outside a 150 foot buffer from the wreck site, and 10 feet or more below the lake bottom.

The project, as proposed, has been evaluated to be consistent with the National Environmental Policy Act. Other Federal, State, tribal, and local laws, regulations and/or permits may apply or

be required. If the project or any project element deviates from or is modified from the originally approved project, additional environmental review may be required.

11. Engineering Services – You have been required to complete an Agreement for Engineering Services, which should consist of the Engineers Joint Contract Documents Committee (EJCDC) documents as indicated in RUS Bulletin 1780-26, “Guidance for the Use of EJCDC Documents on Water and Waste Projects with RUS Financial Assistance,” or other approved form of agreement. The Agency will provide concurrence prior to advertising for bids and must approve any modifications to this agreement.

12. Contract Documents, Final Plans, and Specifications- All development will be completed by contract in accordance with applicable provisions of RUS Instruction 1780, Subpart C – Planning, Designing, Bidding, Contracting, Constructing and Inspections, (copy available upon request), and in compliance with all statutory requirements. You are responsible to share this with your engineer before pre-design.

- a. The plans and specifications and all proposals required by law must be approved by EGLE.
- b. In preparing final design and providing service to the planned project area, you and your engineer will comply with all zoning and planning requirements of the appropriate governing bodies where service is to be provided.
- c. The Agency will need to concur in the plans and specifications prior to advertising for bids. The Agency may require an updated cost estimate if a significant amount of time has elapsed between the original project cost estimate and advertising for bids.
- d. The use of any procurement method other than competitive sealed bids must be requested in writing and approved by the Agency.
- e. The contract documents must consist of the EJCDC construction contract documents as indicated in RUS Bulletin 1780-26 or other Agency-approved forms of agreement.

13. Build America, Buy America (BABAA) Requirements- Recipients of an award of Federal financial assistance from a program for infrastructure are hereby notified that none of the funds provided under this award may be used for a project for infrastructure unless:

- a. all iron and steel permanently installed in the project are produced in the United States--this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;
- b. all manufactured products permanently installed in the project are produced in the United States—this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the

minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and

- c. all construction materials permanently installed are manufactured in the United States—this means that all manufacturing processes for the construction material occurred in the United States.

The BABAA requirement applies to the entirety of an infrastructure project even if only a portion of the project is funded by Federal funds.

The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

Waivers

When necessary, recipients may apply for, and the agency may grant, a waiver from these requirements. The agency should notify the recipient for information on the process for requesting a waiver from these requirements.

When the Federal agency has made a determination that one of the following exceptions applies, the awarding official may waive the application of the domestic content procurement preference in any case in which the agency determines that:

- a. applying the domestic content procurement preference would be inconsistent with the public interest;
- b. the types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or
- c. the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent.

A request to waive the application of the domestic content procurement preference must be in writing. The agency will provide instructions on the format, contents, and supporting materials required for any waiver request. Waiver requests are subject to public comment periods of no less than 15 days and must be reviewed by the Made in America Office.

Definitions

“Construction materials” includes an article, material, or supply—other than an item of primarily iron or steel; a manufactured product; cement and cementitious materials; aggregates such as stone, sand, or gravel; or aggregate binding agents or additives—that is or consists primarily of:

- non-ferrous metals;
- plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables);
- glass (including optic glass);
- lumber; or
- drywall.

“Domestic content procurement preference” means all iron and steel used in the project are produced in the United States; the manufactured products used in the project are produced in the United States; or the construction materials used in the project are produced in the United States.

“Infrastructure” includes, at a minimum, the structures, facilities, and equipment for, in the United States, roads, highways, and bridges; public transportation; dams, ports, harbors, and other maritime facilities; intercity passenger and freight railroads; freight and intermodal facilities; airports; water systems, including drinking water and wastewater systems; electrical transmission facilities and systems; utilities; broadband infrastructure; and buildings and real property. Infrastructure includes facilities that generate, transport, and distribute energy.

“Project” means the construction, alteration, maintenance, or repair of infrastructure in the United States.

Owners are ultimately responsible for compliance with the evidence standards as outlined in the Build America Buy America (BABAA) appendix to this Letter. Owners are required to maintain records as specified in their loan or grant agreement, but in all cases, they should maintain records for a minimum of three years after the final expenditure report. Minimum records include certifications from manufacturers, the architect/engineer, and the prime contractor. Supporting documentation includes purchasing records and notes and photos taken by the Resident Project Representative (RPR). Further guidance regarding certifications will be provided by the Agency.

14. Legal Services –A legal services agreement is required with your attorney and bond counsel, if applicable, for any legal work needed in connection with this project. The agreement should stipulate an hourly rate for the work, with a “not to exceed” amount for the services, including reimbursable expenses. RUS Bulletin 1780-7, “Legal Services Agreement,” or similar format may be used. The Agency will provide concurrence prior to advertising for bids. Any changes to the fees or services spelled out in the original agreement must be reflected in an amendment to the agreement and have prior Agency concurrence.

15. Property Rights - Prior to advertising for bids, you and your legal counsel must furnish satisfactory evidence that you have adequate continuous and valid control over the lands and rights-of-way needed for the project. Acquisitions of necessary land and rights must be accomplished in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act. Such control over the lands and rights will be evidenced by the following:

- a. **Right-of-Way Map** – Your engineer will provide a map clearly showing the location of all lands and rights-of-way needed for the project. The map must designate public and private lands and rights and the appropriate legal ownership thereof.
- b. **Form RD 442-20, “Right-of-Way Easement”** – This form, or similar format, may be used to obtain any necessary easements for the proposed project.
- c. **Form RD 442-21, “Right-of-Way Certificate”** – You will provide a certification on this form that all right-of-way requirements have been obtained for the proposed project.
- d. **Form RD 442-22, “Opinion of Counsel Relative to Rights-of-Way”** – Your attorney will provide a certification and legal opinion on this form addressing rights-of-way, easements, and title.
- e. **Preliminary Title Work (Title Opinion)** – When applicable, your attorney or title company will provide a preliminary title opinion for any property related to the facility, currently owned and to be acquired, along with copies of deeds, contracts or options for purchasing said property. Form RD 1927-9, “Preliminary Title Opinion,” may be used.

The approving official may waive title defects or restrictions, such as utility easements, that do not adversely affect the suitability, successful operation, security value, or transferability of the facility. Any such waivers must be provided by the approving official in writing prior to closing or the start of construction, whichever occurs first.

You are responsible for the acquisition of all property rights necessary for the project and for determining that prices paid are reasonable and fair. The Agency may require an appraisal by an independent appraiser or Agency employee in order to validate the price to be paid.

16. System Policies, Procedures, Contracts, and Agreements – The facility must be operated on a sound business plan which involves adopting policies, procedures, and/or ordinances outlining the conditions of service and use of the proposed system. Mandatory connection policies should be used where enforceable. The policies, procedures, and/or ordinances must contain an effective collection policy for accounts not paid in full within a specified number of days after the date of billing. They should include appropriate late fees, specified timeframes for disconnection of service, and reconnection fees. A draft of these policies, procedures, and/or ordinances must be submitted for Agency review and concurrence, along with the documents below, before closing instructions may be issued unless otherwise stated.

- a. **Conflict of Interest Policy** – Prior to obligation of funds, you must certify in writing that your organization has in place up-to-date written standards of conduct covering conflict of interest. The standards of conduct must include disciplinary actions in the event of a violation by officers, employees, or agents of the borrower. The standards identified herein apply to any parent, affiliate or subsidiary organization of the borrower that is not a state or local government, or Indian Tribe. Policies and accompanying documents shall be furnished to Rural Development upon request.

You must also submit a disclosure of planned or potential transactions related to the use of Federal funds that may constitute or present the appearance of personal or organizational conflict of interest. Disclosure must be in the form of a written letter

signed and dated by the applicant's official. A negative disclosure in the same format is required if no conflicts are anticipated.

Sample conflict of interest policies may be found at the National Council of Nonprofits website, <https://www.councilofnonprofits.org/tools-resources/conflict-of-interest>, or in Internal Revenue Service Form 1023, Appendix A, "Sample Conflict of Interest Policy," at <http://www.irs.gov/pub/irs-pdf/i1023.pdf>. Though these examples reference non-profit corporations, the requirement applies to all types of Agency borrowers.

Assistance in developing a conflict of interest policy is available through Agency-contracted technical assistance providers if desired.

- b. Water User Agreement** – Projects not involving mandatory connection require users to execute a Water Users Agreement. The draft agreement must receive Agency concurrence prior to advertising for bids. RUS Bulletin 1780-9, "Water Users Agreement," or similar format may be used.
- c. Contracts for Other Services/Lease Agreement** – Drafts of any contracts or other forms of agreements for other services, including audit, management, operation, and maintenance, or lease agreements covering real property essential to the successful operation of the facility, must be submitted to the Agency for review and concurrence prior to advertising for bids.

Fully executed copies of any policies, procedures, ordinances, contracts, or agreements above must be submitted prior to loan closing, with the exception of the conflict of interest policy, which must be in place prior to obligation of funds.

17. Closing Instructions – The Agency will prepare closing instructions as soon as the requirements of the previous paragraphs are complete, as well as a draft of the security instrument(s). Both your bond and legal counsel must comply with these instructions when closing the Agency loan/grant.

18. System Users – This letter of conditions is based upon your indication at application that there will be at least 2,005 residential users and 225 non-residential users, on the existing system when construction is completed.

Before the Agency can agree to the project being advertised for construction bids, you must certify that the number of users indicated at application are currently using the system or signed up to use the system once it is operational.

If the actual number of existing and/or proposed users that have signed up for service is less than the number indicated at the time of application, you must provide the Agency with a written plan on how you will obtain the necessary revenue to adequately cash flow the expected operation, maintenance, debt service, and reserve requirements of the proposed project (e.g., increase user rates, sign up an adequate number of other users, reduce project scope, etc.). Similar action is required if there is cause to modify the anticipated flows or volumes presented following approval.

If you are relying on mandatory connection requirements, you must provide evidence of the authorizing ordinance or statute along with your user certification.

19. Construction Account – A separate construction account is not required for project funds. However, the recipient must be able to separately identify, report and account for all Federal funds, including the receipt, obligation and expenditure of funds, in accordance with 2 CFR 200.305. These funds must be deposited in a bank with Federal Deposit Insurance Corporation (FDIC) insurance coverage. **If the balances at the financial institution where federal funds will be deposited exceeds the FDIC insurance coverage, the excess amount must be collaterally secured up to 100 percent of the highest amount of funds expected to be deposited in the account at any one time, per the Department of Treasury regulations and requirements.**

20. Interim Financing – The Agency’s policy is to utilize interim financing for all loans exceeding \$500,000. Prepayment penalties on interim financing are not allowed. Borrowers are required to seek interim financing initially from private or cooperative lenders if funds can be borrowed at reasonable interest rates on an interim basis from those sources for the construction period. The fact that a commercial lender’s rates are higher than current Agency interest rates does not necessarily mean that the commercial rate is not reasonable.

21. Proposed Operating Budget – You must establish and/or maintain a rate schedule that provides adequate income to meet the minimum requirements for operation and maintenance (O and M), debt service, and reserves. Prior to advertising for bids, you must submit a proposed annual operating budget to the Agency, as well as your proposed rate schedule. The operating budget should be based on a typical year cash flow after completion of the construction phase and should be signed by the appropriate official of your organization. Form RD 442-7, “Operating Budget,” or similar format may be utilized for this purpose. It is expected that O and M expenses will change over each successive year and user rates will need to be adjusted on a regular basis.

Technical assistance is available at no cost to help you evaluate and complete a rate analysis on your system. This assistance is available free to your organization. If you are interested, please contact our office for information.

22. Permits –The owner or responsible party will be required to obtain all applicable permits for the project, prior to advertising for bids. The consulting engineer must submit written evidence that all applicable permits required prior to construction have been obtained with submission to the Agency of the final plans, specifications, and bid documents.

23. Risk and Resilience Assessment/Emergency Response Plan (RRA/ERP) –The Agency requires all financed water and wastewater systems to have a RRA/ERP in place. New water or wastewater systems must provide a certification that an ERP is complete prior to the start of operation, and a certification that an RRA is complete must be submitted within one year of the start of operation. Borrowers with existing systems must provide a certification that an

RRA/ERP has been completed prior to advertising for bids. Technical assistance is available in preparing these documents at no cost to you.

Before funds are drawn, you should have in place a cybersecurity plan, a supply chain plan, and a plan to comply with cybersecurity requirements of the National Institute of Science and Technology and the Cybersecurity and Infrastructure Security Administration. These items should be addressed in the RRA/ERP.

The RRA/ERP documents themselves are not submitted to the Agency. The RRA/ERP must address potential impacts from natural disasters and other emergency events. It should include plans to address impacts of flash flooding in areas where severe drought or wildfires occur. The documents should be reviewed and updated every five years at a minimum.

24. Bid Authorization - Once all the conditions outlined in Section III of this letter have been met, the Agency will authorize you to advertise the project for construction bids. Such advertisement must be in accordance with applicable State statutes.

SECTION IV - REQUIREMENTS PRIOR TO START OF CONSTRUCTION

25. Disbursement of Agency Funds - Agency funds will be disbursed electronically into the construction account as they are needed. SF 3881, "ACH Vendor/Miscellaneous Payment Enrollment Form," must be completed and submitted to the Agency prior to commencement of construction.

The order of disbursement is as follows: 1) Applicant contribution, 2) other funding sources, 3) interim financing or Agency loan funds, and 4) Agency grant funds. Interim financing or Agency loan funds will be expended after all other funding sources unless a written agreement is reached with all other funding sources on how funds are to be disbursed prior the first disbursement. Interim financing funds or Agency loan funds must be used prior to the use of Agency grant funds. Agency Grant funds must not be disbursed prior to loan funds except as authorized in 7 CFR 1780.45(d).

26. Bid Tabulation – Immediately after bid opening, you must provide the Agency with the bid tabulation and your engineer's evaluation of bids and recommendations for contract awards. If the Agency agrees that the construction bids received are acceptable, adequate funds are available to cover the total project costs, and all the requirements of Section III of this letter have been satisfied, the Agency will authorize you to issue the Notice of Award.

- a. **Cost Overruns** – If bids are higher than expected, or if unexpected construction problems are encountered, you must utilize all options to reduce cost overruns. Negotiations, redesign, use of bidding alternatives, rebidding or other means will be considered prior to commitment of subsequent funding by the Agency. Any requests for subsequent funding to cover cost overruns will be contingent on the availability of funds. Cost overruns exceeding 20 percent of the development cost at time of loan approval or where the scope of the original purpose has changed will compete for funds with all other applications on hand as of that date.

- b. **Excess Funds** - If bids are lower than anticipated at time of obligation, excess funds must be deobligated prior to start of construction except in the cases addressed in this paragraph. In cases where the original PER for the project included items that were not bid, or were bid as an alternate, the State Office official may modify the project to fully utilize obligated funds for those items. Amendments to the PER, ER, and Letter of Conditions may be needed for any work not included in the original project scope. In all cases, prior to start of construction, excess funds will be deobligated, with grant funds being deobligated first. Excess funds do not include contingency funds as described in this letter.

27. Suspension and Debarment Screening – In accordance with 2 CFR Part 180, Subpart C, as a condition of the transaction and the responsibilities to persons at the next lower tier with whom you enter into transactions, you must conduct screening for suspension and debarment of lower tier recipients (e.g., vendors, contractors, etc.).

28. Contract Review – Your attorney will certify that the executed contract documents, including performance and payment bonds, if required, are adequate and that the persons executing these documents have been properly authorized to do so in accordance with 7 CFR 1780.61(b).

Once your attorney has certified that they are acceptable, the contract documents will be submitted to the Agency for concurrence. Construction cannot commence until the Agency has concurred in the construction contracts.

29. Final Rights of Way – Your attorney or title company must furnish a separate final title opinion on all real property related to the facility, now owned and to be acquired for this project, as of the day of loan closing or start of construction, whichever occurs first. Form RD 1927-10, “Final Title Opinion” may be used.

If any of the right-of-way forms listed previously in this letter contain exceptions that do not adversely affect the suitability, successful operation, security value, or transferability of the facility, the approving official must provide a written waiver prior to the issuance of the Notice to Proceed.

30. Insurance and Bonding Requirements - Prior to the start of construction or loan closing, whichever occurs first, you must acquire and submit to the Agency proof of the types of insurance and bond coverage for the borrower shown below. The use of deductibles may be allowed, providing you have the financial resources to cover potential claims requiring payment of the deductible. The Agency strongly recommends that you have your engineer, attorney, and insurance provider(s) review proposed types and amounts of coverage, including any exclusions and deductible provisions. It is your responsibility and not that of the Agency to assure that adequate insurance and fidelity bond coverage is maintained.

- a. **General Liability Insurance** – Include vehicular coverage.
- b. **Workers’ Compensation** – In accordance with appropriate State laws.

- c. **Guaranty or Fidelity Insurance**—Coverage for all persons who have access to funds, including persons working under a contract or management agreement. Coverage may be provided either for all individual positions or persons, or through “blanket” coverage providing protection for all appropriate employees. Each position is to be insured in an amount equal to the maximum amount of funds expected to be under the control of that position at any one time (i.e. \$364,200). The minimum coverage allowed will be an amount equal to the total annual debt service payment on the Agency loans. The coverage may be increased during construction based on the anticipated monthly advances.
- d. **National Flood Insurance** - If the project involves acquisition or construction in a designated special flood area, the community in which the acquisition or construction is situated must be currently participating in the national flood insurance program. Additionally, if the project involves acquisition or construction in designated special flood or mudslide prone areas, a flood insurance policy must be in place at the time of loan closing.
- e. **Real Property Insurance** – Fire and extended coverage will normally be maintained on all structures except reservoirs, pipelines and other structures if such structures are not normally insured, and subsurface lift stations except for the value of electrical and pumping equipment. The Agency will be listed as mortgagee on the policy when the Agency has a lien on the property. Prior to the acceptance of the facility from the contractor(s), you must obtain real property insurance (fire and extended coverage) on all facilities identified above.

The Agency is to be listed as “Other Insured” so as to receive notifications on all insurance, regardless of security. Insurance types described above are required to be continued throughout the life of the loan. See Section VII.

31. Initial Civil Rights Compliance Review – The Agency will conduct an initial civil rights compliance review of the borrower prior to loan closing or start of construction, whichever occurs first, in accordance with 7 CFR 1901, Subpart E. You are expected to comply with the completion of the review, including the furnishing of any documents, records, or other applicable material.

SECTION V – REQUIREMENTS PRIOR TO CLOSING

32. Multiple Advance. Multiple advances of Agency funds will be used. Loan closing will occur prior to when the funds are needed. All items detailed in the sections above, as well as the applicable items listed in this section, must be completed prior to closing.

33. Electronic Payments – Payments will be made through an electronic preauthorized debit system. You will be required to complete Form RD 3550-28, “Authorization Agreement for Preauthorized Payments,” for all new and existing indebtedness to the Agency prior to loan closing.

34. Other Requirements – All requirements contained in the Agency’s closing instructions, as well as any requirements of your bond counsel and/or attorney, must be met prior to loan closing.

- a. **System for Award Management.** You will be required to maintain a Unique Entity ID (UEI) and maintain an active registration in the System for Award Management (SAM) database. Renewal can be completed online at: <http://sam.gov>. This registration must be renewed and revalidated every 12 months for as long as there is an active loan, grant, or guaranteed loan with the Agency.

To ensure the information is current, accurate and complete, and to prevent the SAM account expiration, the review and updates must be performed within 365 days of the activation date, commonly referred to as the expiration date. The registration process may take up to 10 business days. (See 2 CFR Part 25 and the “Help” section at <http://sam.gov>).

- b. **Litigation.** You are required to notify the Agency within 30 days of receiving notification of being involved in any type of litigation prior to loan closing or start of construction, whichever occurs first. Additional documentation regarding the situation and litigation may be requested by the Agency.
- c. **Certified Operator.** Evidence must be provided that your system has or will have a certified operator, as defined by applicable State or Federal requirements, available prior to the system becoming operational, or that a suitable supervisory agreement with a certified operator is in effect.

SECTION VI – REQUIREMENTS DURING CONSTRUCTION AND POST CONSTRUCTION

35. Construction Completion Timeframe – Following the benchmarks established in Section I, Item 4, Project Timeline, all projects should be completed and Agency funds fully disbursed within three years of the date of obligation. If funds are not disbursed within three years of obligation and you have not already done so per Section I, Item 4, you must submit a written request for extension of time to the Agency with adequate justification of the circumstances, including any beyond your control. The request must be submitted at least 90 days prior to the end of the three-year timeframe and include a revised estimated date of completion. The Agency will typically only allow one extension. Subsequent requests for waivers beyond the initial extension or requests that exceed five years from the initial date of obligation will be submitted to the RUS, Water and Environmental Programs for consideration. The Agency retains the right to de-obligate any loan and/or grant monies, or take other appropriate action, related to unliquidated funds that exceed the timeframes above and are not under an active extension.

36. Resident Inspector(s) – Full-time inspection is required unless you request an exception. Such requests must be made in writing and the Agency must provide written concurrence. Inspection services are to be provided by the consulting engineer unless other arrangements are requested in writing and concurred with by the Agency. A resume of qualifications of any resident inspector(s) will be submitted to the owner and Agency for review and concurrence prior to the pre-construction conference. The resident inspector(s) must attend the preconstruction conference.

37. Preconstruction Conference – A preconstruction conference will be held prior to the issuance of the Notice to Proceed. The consulting engineer will review the planned development with the Agency, owner, resident inspector, attorney, contractor, other funders, and other interested parties, and will provide minutes of this meeting to the owner and Agency.

38. Inspections - The Agency requires a preconstruction conference, pre-final, final, and warranty inspections. Your engineer will schedule a warranty inspection with the contractor and the Agency before the end of the one-year warranty period to address and/or resolve any outstanding warranty issues. The Agency will conduct an inspection with you of your records management system at the same time and will continue to inspect the facility and your records system every three years for the life of the loan. See Section VII of this letter.

39. Change Orders – A Change Order must be submitted for all modifications to the approved scope of work, including existing contracts. This includes non-physical modifications such as any time extension requests. Prior written Agency concurrence is required for all Change Orders.

40. Payments – Prior Agency concurrence is required for all invoices and requests for payment before Agency funds will be released. Requests for payment related to a contract or service agreement will be signed by the owner, project engineer, and contractor or service provider prior to Agency concurrence. Invoices not related to a construction contract or service agreement will include the owner's written concurrence.

41. Use of Remaining Funds – As stated above, applicant contribution and connection or tap fees will be the first funds expended in the project. Funds remaining after all costs incident to the basic project have been paid or provided will be handled as follows:

- a. Funds remaining after the applicant contribution and connection fees may be considered in direct proportion to the amounts of funding obtained from each source. The use of Agency funding will be limited to eligible loan purposes, provided the use will not result in major changes to the original scope of work and the purpose of the loan remains the same.
- b. Under no circumstances is it appropriate to use remaining funds as contributions to a new project outside the scope of the funded project.
- c. Loan funds that are not needed will be applied as an extra payment on the Agency indebtedness unless other disposition is required by the bond ordinance, resolution, or State statute.

42. Technical, Managerial and Financial Capacity - It is required that members of the Board of Directors, City Council members, trustees, commissioners and other governing members possess the necessary technical, managerial, and financial capacity skills to consistently comply with pertinent Federal and State laws and requirements. It is recommended members receive training within one year of appointment or election to the governing board, and a refresher training for all governing members on a routine basis. The content and amount of training should be tailored to the needs of the individual and the utility system. Technical assistance providers

are available to provide this training for your organization, often at no cost. Contact the Agency for additional information.

43. Reporting Requirements Related to Expenditure of Funds – An annual audit under 2 CFR 200 is required if you expend \$750,000 or more in Federal financial assistance per fiscal year. The total Federal funds expended from all sources shall be used to determine Federal financial assistance expended. Expenditures of interim financing are considered Federal expenditures.

All audits are to be performed in accordance with 2 CFR Part 200, as adopted by USDA through 2 CFR Part 400. Further guidance on preparing an acceptable audit can be obtained from the Agency. The audit must be prepared by an independent licensed Certified Public Accountant, or a State or Federal auditor if allowed by State law and must be submitted within 9 months of your fiscal year end. Both the audit and accompanying management report must be submitted for review.

If an audit is required, you must enter into a written agreement with the auditor and submit a copy of that agreement to the Agency prior to the advertisement of construction bids. The audit agreement may include terms and conditions that the borrower and auditor deem appropriate; however, the agreement should include the type of audit to be completed, the time frame in which the audit will be completed, and how irregularities will be reported.

SECTION VII – SERVICING REQUIREMENTS DURING THE TERM OF THE LOAN

44. Prepayment and Extra Payments - Prepayments of scheduled installments, or any portion thereof, may be made at any time at the option of borrower, with no penalty.

Security instruments, including bonding documents, must contain the following language regarding extra payments, unless prohibited by State statute:

Prepayments of scheduled installments, or any portion thereof, may be made at any time at the option of borrower. Refunds, extra payments and loan proceeds obtained from outside sources for the purpose of paying down the Agency debt, shall, after payment of interest, be applied to the installments last to become due under this note and shall not affect the obligation of borrower to pay the remaining installments as scheduled in your security instruments.

45. Annual Financial Reporting/Audit Requirements – You are required to submit an annual financial report at the end of each fiscal year. The annual report will be certified by the appropriate organization official, and will consist of financial information, a current rate schedule, and listing of board members with their terms. Financial statements must be prepared on an accrual basis of accounting in accordance with generally accepted accounting principles (GAAP). The annual report will include separate reporting for each water and waste disposal facility, and itemized cash accounts by type (debt service, short-lived assets, etc.) under each facility. All records, books and supporting material are to be retained for three years after the

issuance of the annual report. Technical assistance is available, at no cost, with preparing financial reports.

The type of financial information that must be submitted is specified below:

- a. **Audits** – An audit under the Single Audit Act is required if you expend \$750,000 or more in Federal financial assistance per fiscal year. The total Federal funds expended from all sources shall be used to determine Federal financial assistance expended. Expenditures of interim financing are considered Federal expenditures.

See Section VI for additional information regarding audits.

- b. **Financial Statements** – If you expend less than \$750,000 in Federal financial assistance per fiscal year, you may submit financial statements in lieu of an audit which include, at a minimum, a balance sheet and an income and expense statement. You may use Form RD 442-2, “Statement of Budget, Income and Equity,” and 442-3, “Balance Sheet,” or similar format to provide the financial information. The financial statements must be signed by the appropriate borrower official and submitted within 60 days of your fiscal year end.
- c. **Quarterly Reports** – Quarterly Income and Expense Statements will be required until the processing office waives this requirement. You may use Form RD 442-2, “Statement of Budget, Income and Equity,” or similar format to provide this information. The reports are to be signed by the appropriate borrower official and submitted within 30 days of each quarter’s end. The Agency will notify you in writing when quarterly reports are no longer required.

46. Annual Budget and Projected Cash Flow - Thirty days prior to the beginning of each fiscal year, you will be required to submit an annual budget and projected cash flow to this office. The budget must be signed by the appropriate borrower official. Form RD 442-2, “Statement of Budget, Income and Equity,” or similar format may be used.

Technical assistance is available at no cost to help you evaluate and complete a rate analysis on your system, as well as completing the annual budget.

47. Graduation - By accepting this loan, you are also agreeing to refinance (graduate) the unpaid loan balance in whole, or in part, upon request of the Government. If at any time the Agency determines you can obtain a loan for such purposes from responsible cooperative or private sources at reasonable rates and terms, you will be requested to refinance. Your ability to refinance will be assessed every other year for those loans that are five years old or older.

48. Security/Operational Inspections – The Agency will inspect the facility and conduct a review of your operations and records management system and conflict of interest policy every three years for the life of the loan. You must participate in these inspections and provide the required information.

49. System for Award Management. You will be required to maintain a Unique Entity ID (UEI) and maintain an active registration in the System for Award Management (SAM) database. Further information can be found at paragraph 33 of this letter.

50. Risk and Resiliency Assessment/Emergency Response Plan (RRA/ERP) – The RRA/ERP is further outlined under Section III of this letter. You will be required to submit a certification to the servicing office every five years that the RRA/ERP is current and covers all sites related to the facility. The RRA/ERP documents themselves are not submitted to the Agency. The RRA/ERP must address potential impacts from natural disasters and other emergency events. It should include plans to address impacts of flash flooding in areas where severe drought or wildfires occur. Technical assistance is available in preparing these documents at no cost to you.

51. Insurance. – Insurance requirements are further outlined in Section IV of this letter. You will be required to maintain insurance on the facility and employees as previously described in this letter for the life of the loan.

52. Statutory and National Policy Requirements – As a recipient of Federal funding, you are required to comply with U.S. statutory and public policy requirements, including but not limited to:

- a. **Section 504 of the Rehabilitation Act of 1973** – Under Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), no handicapped individual in the United States shall, solely by reason of their handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Agency financial assistance.
- b. **Civil Rights Act of 1964** – All borrowers are subject to, and facilities must be operated in accordance with, Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d *et seq.*) and 7 CFR 1901, Subpart E, particularly as it relates to conducting and reporting of compliance reviews. Instruments of conveyance for loans and/or grants subject to the Act must contain the covenant required by Paragraph 1901.202(e) of this Title.
- c. **The Americans with Disabilities Act (ADA) of 1990** – This Act (42 U.S.C. 12101 *et seq.*) prohibits discrimination on the basis of disability in employment, State and local government services, public transportation, public accommodations, facilities, and telecommunications.
- d. **Age Discrimination Act of 1975** – This Act (42 U.S.C. 6101 *et seq.*) provides that no person in the United States shall on the basis of age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.
- e. **Limited English Proficiency (LEP) under Executive Order 13166** - LEP statutes and authorities prohibit exclusion from participation in, denial of benefits of, and discrimination under Federally-assisted and/or conducted programs on the ground of race, color, or national origin. Title VI of the Civil Rights Act of 1964 covers program access for LEP persons. LEP persons are individuals who do not speak English as their

primary language and who have a limited ability to read, speak, write, or understand English. These individuals may be entitled to language assistance, free of charge. You must take reasonable steps to ensure that LEP persons receive the language assistance necessary to have meaningful access to USDA programs, services, and information your organization provides. These protections are pursuant to Executive Order 13166 entitled, "Improving Access to Services by Persons with Limited English Proficiency" and further affirmed in the USDA Departmental Regulation 4330-005, "Prohibition Against National Origin Discrimination Affecting Persons with Limited English Proficiency in Programs and Activities Conducted by USDA."

- f. **Controlled Substances Act** - Even though state law may allow some activities, as a recipient of Federal funding, you are subject to the Controlled Substances Act. Specific questions about the Controlled Substances Act should be directed to the Servicing Official who will contact the Office of General Counsel, as appropriate.

53. Compliance Reviews and Data Collection – Agency financial programs must be extended without regard to race, color, religion, sex, national origin, marital status, age, or physical or mental handicap. You must display posters (provided by the Agency) informing users of these requirements, and the Agency will monitor your compliance with these requirements during regular compliance reviews.

The Agency will conduct regular compliance reviews of the borrower and its operation in accordance with 7 CFR Part 1901, Subpart E, and 36 CFR 1191, Americans with Disabilities Act (ADA) Accessibility Guidelines for Buildings and Facilities; Architectural Barriers Act (ABA) Accessibility Guidelines. Compliance reviews will typically be conducted in conjunction with the security inspections described in this letter.

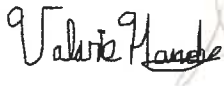
If beneficiaries (users) are required to complete an application or screening for the use of the facility or service that you provide, you must request and collect data by race (American Indian or Alaska Native, Asian, Black or African American, White); ethnicity (Hispanic or Latino, Not Hispanic or Latino); and by sex. The Agency will utilize this data as part of the required compliance review.

SECTION VIII – REMEDIES FOR NON-COMPLIANCE

Non-compliance with the conditions in this letter or requirements of your security documents will be addressed under the provisions of Agency regulations, statutes, and other applicable policies.

We look forward to working with you to complete this project. Please contact Area Specialist, Crystal O'Neal, at 906-825-3017 or by e-mail at crystal.oneal@usda.gov if you have any questions.

Sincerely,



Digitally signed by
VALARIE HANDY
Date: 2025.06.17
14:17:47 -04'00'

Valarie Handy
Deputy State Director; Acting WEP Program Director

Attachments

cc: Attorney, Nicholas Curcio – Curcio Law Firm
Bond Counsel, Steve Mann – Miller Canfield
Engineer, Scott Nowack – Coleman Engineering

Appendix B

Build America, Buy America Evidence Standards

Manufacturers

For each item to which BABAA applies (every item permanently installed on the project, except for aggregate and aggregate binding materials), a manufacturer's certification letter or other document demonstrating compliance is required. It must, at a minimum, identify the item being certified (short written description as well as part number, if applicable) and affirm that the item complies with BABAA. This document must be signed by an authorized company representative.

Architects and Engineers

Compliance with BABAA will be spelled out in agreements for services, construction contracts, and procurement contracts. Generally, the A/E contract should include, as a basic service, obtaining and maintaining all BABAA documentation (particularly manufacturers' certifications) during construction, which shall be transferred to the Owner upon completion of the project. The architect or engineer will need to certify to this action at the project's end.

Resident Project Representative / Resident Inspector

As part of their duties, Resident Project Representative/Resident Inspector should be instructed to verify items delivered to the site and installed are accompanied by documentation of compliance with BABAA. They should photograph items as appropriate. RPR/RI daily logs and photographs will become part of the construction record and can be used as supporting information during audits, providing evidence for items that are buried or otherwise inaccessible.

Contractors

Construction contract(s) must include a requirement to procure and install only items that comply with BABAA or are subject to an approved waiver. Contractors must provide manufacturers' certifications for all BABAA compliant items to the responsible party before a request for reimbursement to the Agency is made. At completion, the contractor will be required to certify that all items used on the contract complied with BABAA and that all manufacturers' certifications were provided.

Bond Schedule

Date: 06/18/25
draft

Borrower Name: Gladstone City
Interest Rate: 3.375%
Yrs Deferred Principle 0
Principal: \$7,927,000
Ammort. Factor 0.0459
Ammortized Payment: \$364,035

Type of Bond: Revenue

Reserve
Annual \$36,404

Year	1st Interest	2nd Interest	Principal Paid	Total Year Payment	Loan Balance
					7,927,000
1	133,768	133,768	96,000	363,536	7,831,000
2	132,148	132,148	100,000	364,296	7,731,000
3	130,461	130,461	103,000	363,921	7,628,000
4	128,723	128,723	107,000	364,445	7,521,000
5	126,917	126,917	110,000	363,834	7,411,000
6	125,061	125,061	114,000	364,121	7,297,000
7	123,137	123,137	118,000	364,274	7,179,000
8	121,146	121,146	122,000	364,291	7,057,000
9	119,087	119,087	126,000	364,174	6,931,000
10	116,961	116,961	130,000	363,921	6,801,000
11	114,767	114,767	135,000	364,534	6,666,000
12	112,489	112,489	139,000	363,978	6,527,000
13	110,143	110,143	144,000	364,286	6,383,000
14	107,713	107,713	149,000	364,426	6,234,000
15	105,199	105,199	154,000	364,398	6,080,000
16	102,600	102,600	159,000	364,200	5,921,000
17	99,917	99,917	164,000	363,834	5,757,000
18	97,149	97,149	170,000	364,299	5,587,000
19	94,281	94,281	175,000	363,561	5,412,000
20	91,328	91,328	181,000	363,655	5,231,000
21	88,273	88,273	187,000	363,546	5,044,000
22	85,118	85,118	194,000	364,235	4,850,000
23	81,844	81,844	200,000	363,688	4,650,000
24	78,469	78,469	207,000	363,938	4,443,000
25	74,976	74,976	214,000	363,951	4,229,000
26	71,364	71,364	221,000	363,729	4,008,000
27	67,635	67,635	229,000	364,270	3,779,000
28	63,771	63,771	236,000	363,541	3,543,000
29	59,788	59,788	244,000	363,576	3,299,000
30	55,671	55,671	253,000	364,341	3,046,000
31	51,401	51,401	261,000	363,803	2,785,000
32	46,997	46,997	270,000	363,994	2,515,000
33	42,441	42,441	279,000	363,881	2,236,000
34	37,733	37,733	289,000	364,465	1,947,000
35	32,856	32,856	298,000	363,711	1,649,000
36	27,827	27,827	308,000	363,654	1,341,000
37	22,629	22,629	319,000	364,259	1,022,000
38	17,246	17,246	330,000	364,493	692,000
39	11,678	11,678	341,000	364,355	351,000
40	5,923	5,923	351,000	362,846	0

REQUEST FOR OBLIGATION OF FUNDS

INSTRUCTIONS-TYPE IN CAPITALIZED ELITE TYPE IN SPACES MARKED () Complete Items 1 through 29 and applicable Items 30 through 34. See FMI.			
1. CASE NUMBER ST CO BORROWER ID 26-021-*****4686		LOAN NUMBER	FISCAL YEAR
2. BORROWER NAME Gladstone, City of		3. NUMBER NAME FIELDS (1, 2, or 3 from Item 2)	
		4. STATE NAME Michigan	
		5. COUNTY NAME Delta	
GENERAL BORROWER/LOAN INFORMATION			
6. RACE/ETHNIC CLASSIFICATION 1 - WHITE 2 - BLACK 3 - AI/AN 4 - HISPANIC 5 - A/PI	7. TYPE OF APPLICANT 1 - INDIVIDUAL 2 - PARTNERSHIP 3 - CORPORATION 4 - PUBLIC BODY 5 - ASSOC. OF FARMERS 6 - ORG. OF FARMERS 7 - NONPROFIT-SECULAR 8 - NONPROFIT-FAITH BASED 9 - INDIAN TRIBE 10 - PUBLIC COLLEGE/UNIVERSITY 11 - OTHER	8. COLLATERAL CODE 1 - REAL ESTATE SECURED 2 - REAL ESTATE AND CHATTEL 3 - NOTE ONLY OR CHATTEL ONLY 4 - MACHINERY ONLY 5 - LIVESTOCK ONLY 6 - CROPS ONLY 7 - SECURED BY BONDS 8 - RLF ACCT	9. EMPLOYEE RELATIONSHIP CODE 1 - EMPLOYEE 2 - MEMBER OF FAMILY 3 - CLOSE RELATIVE 4 - ASSOC.
10. SEX CODE 1 - MALE 2 - FEMALE	11. MARITAL STATUS 1 - MARRIED 2 - SEPARATED 3 - UNMARRIED (INCLUDES WIDOWED/DIVORCED)	12. VETERAN CODE 1 - YES 2 - NO	13. CREDIT REPORT 1 - YES 2 - NO
14. DIRECT PAYMENT 2 (See FMI)	15. TYPE OF PAYMENT 1 - MONTHLY 2 - ANNUALLY 3 - SEMI-ANNUALLY 4 - QUARTERLY	16. FEE INSPECTION 1 - YES 2 - NO	
17. COMMUNITY SIZE 1 - 10 000 OR LESS (FOR SFH AND HPG ONLY) 2 - OVER 10,000		18. USE OF FUNDS CODE (See FMI)	
COMPLETE FOR OBLIGATION OF FUNDS			
19. TYPE OF ASSISTANCE 061 (See FMI)	20. PURPOSE CODE 4	21. SOURCE OF FUNDS	22. TYPE OF ACTION 1 - OBLIGATION ONLY 2 - OBLIGATION/CHECK REQUEST 3 - CORRECTION OF OBLIGATION
23. TYPE OF SUBMISSION 1 - INITIAL 2 - SUBSEQUENT	24. AMOUNT OF LOAN 7,927,000.0		25. AMOUNT OF GRANT
26. AMOUNT OF IMMEDIATE ADVANCE	27. DATE OF APPROVAL MO DAY YR	28. INTEREST RATE 3.375 %	29. REPAYMENT TERMS 40
COMPLETE FOR COMMUNITY PROGRAM AND CERTAIN MULTIPLE-FAMILY HOUSING LOANS			
30. PROFIT TYPE 1 - FULL PROFIT 2 - LIMITED PROFIT 3 - NONPROFIT			
COMPLETE FOR EM LOANS ONLY		COMPLETE FOR CREDIT SALE-ASSUMPTION	
31. DISASTER DESIGNATION NUMBER (See FMI)		32. TYPE OF SALE 1 - CREDIT SALE ONLY 2 - ASSUMPTION ONLY 3 - CREDIT SALE WITH SUBSEQUENT LOAN 4 - ASSUMPTION WITH SUBSEQUENT LOAN	
FINANCE OFFICE USE ONLY		COMPLETE FOR FP LOANS ONLY	
33. OBLIGATION DATE MO DA YR		34. BEGINNING FARMER/RANCHER (See FMI)	

If the decision contained above in this form results in denial, reduction or cancellation of USDA assistance, you may appeal this decision and have a hearing or you may request a review in lieu of a hearing. Please use the form we have included for this purpose.

Position 2

ORIGINAL - Borrower's Case Folder COPY 1 - Finance Office COPY 2 - Applicant/Lender COPY 3 - State Office

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0570-0062. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

CERTIFICATION APPROVAL

Item 10.

For All Farmers Programs

EM, OL, FO, and SW Loans

This loan is approved subject to the availability of funds. If this loan does not close for any reason within 90 days from the date of approval on this document, the approval official will request updated eligibility information. The undersigned loan applicant agrees that the approval official will have 14 working days to review any updated information prior to submitting this document for obligation of funds. If there have been significant changes that may affect eligibility, a decision as to eligibility and feasibility will be made within 30 days from the time the applicant provides the necessary information.

If this is a loan approval for which a lien and/or title search is necessary, the undersigned applicant agrees that the 15-working-day loan closing requirement may be exceeded for the purposes of the applicant's legal representative completing title work and completing loan closing.

35. **COMMENTS AND REQUIREMENTS OF CERTIFYING OFFICIAL**

Approval of financial assistance is subject to the Letter of Conditions dated 6/17/2025.

36. I HEREBY CERTIFY that I am unable to obtain sufficient credit elsewhere to finance my actual needs at reasonable rates and terms, taking into consideration prevailing private and cooperative rates and terms in or near my community for loans for similar purposes and periods of time. I agree to use the sum specified herein, subject to and in accordance with regulations applicable to the type of assistance indicated above, and request payment of such sum. I agree to report to USDA any material adverse changes, financial or otherwise, that occur prior to loan closing. I certify that no part of the sum specified herein has been received. I have reviewed the loan approval requirements and comments associated with this loan request and agree to comply with these provisions.

(For FP loans at eligible terms only) If this loan is approved, I elect the interest rate to be charged on my loan to be the lower of the interest rate in effect at the time of loan approval or loan closing. If I check "NO", the interest rate charged on my loan will be the rate specified in Item 28 of this form. _____ YES _____ NO

WARNING: Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals or covers up by any trick, scheme, or device a material fact, or makes any false, fictitious or fraudulent statements or representations, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined under this title or imprisoned not more than five years, or both."

Date _____, 20 _____

Joe Thompson, Mayor

(Signature of Applicant)

Date _____, 20 _____

(Signature of Co-Applicant)

37. I HEREBY CERTIFY that all of the committee and administrative determinations and certifications required by regulations prerequisite to providing assistance of the type indicated above have been made and that evidence thereof is in the docket, and that all requirements of pertinent regulations have been complied with. I hereby approve the above-described assistance in the amount set forth above, and by this document, subject to the availability of funds, the Government agrees to advance such amount to the applicant for the purpose of and subject to the availability prescribed by regulations applicable to this type of assistance.

(Signature of Approving Official)

Typed or Printed Name: Valarie Handy

Date Approved: _____

Title: Deputy State Director

38. TO THE APPLICANT: As of this date _____, this is notice that your application for financial assistance from the USDA has been approved, as indicated above, subject to the availability of funds and other conditions required by the USDA. If you have any questions contact the appropriate USDA Servicing Office.

LETTER OF INTENT TO MEET CONDITIONSDate 6/17/2025

TO: United States Department of Agriculture

Rural Development

(Name of USDA Agency)

2003 Minneapolis Avenue
Gladstone MI 49837(USDA Agency Office Address)

We have reviewed and understand the conditions set forth in your letter dated 6/17/2025. It is our intent to meet all of them not later than 6/17/2026.

Gladstone, City of

(Name of Association)

BY Joe Thompson, Mayor

(Title)

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a persons is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015 and 0570-0062. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data. needed, and completing and reviewing the collection of information.



Board:	City Commission
Agenda Date:	06- 23-2025
Department:	Electric
Presenter:	Eric Buckman

Staff Report

Agenda Item Title:

Electric Pole Replacement Bids 2025

Background:

We solicited bids for pole replacement as described in the bid packet. Bids were received from MJ Electric, CC Power, and MP System.

Fiscal Effect:

MJ Electric \$92,730.00

Supporting Documentation:

Bid Results sheet and bid documents

Recommendation:

Motion to approve MJ Electric in the amount of \$92,730.00. I chose MJ Electric because they do a lot of work in the central U.P. for Alger Delta and Marquette Board Light and Power and will be easy to get in case of an emergency. MJ Electric has crews all the time in the Upper Peninsula. So, when it comes to doing work after the bid poles we won't be charged with additional fees for mobilization and demobilization and MP Systems only has one crew for UPPCO in the U.P. the rest of the crews must come out of Milwaukee WI and will have to pay for mobilization and demobilization. I also believe that some of MP System will have some additional fees that are outlined in the bid that could add up to a lot of money.

CITY OF GLADSTONE
BID RESULTS

DATE:

06-18-2025 @ 11:00 AM

BID OPENING FOR: Electric Dept. Pole Replacement Bids

BID #	NAME OF BIDDER	Pre-Bid Mtg	Bid Amount	Total Bid
1	C.C. Power		\$98,244.00	\$98,244.00
2	MP Systems		\$89,488.00	\$89,488.00
3	MS Electric		\$92,730.00	\$92,730.00
4				
5				
6				
7				
8				
9				
10				
11				
12				

OPENED BY:

James Olson

SIGNATURE:

James Olson

City of Gladstone, Michigan Electrical Department 2025 Pole Replacement Request for Proposals

Background

The City of Gladstone is located on the Northern shore of Lake Michigan, in the South Central region of the Upper Peninsula of Michigan.

Instructions

The City of Gladstone is requesting proposals from qualified contractors, experienced in providing power line reconstruction. Contractor must be licensed and insured. Bidders must be able to provide references and a list of projects completed by their firm. Interested firms shall submit a proposal to replace the 24 poles as mentioned in the attached sheet. All materials will be provided by the City at our warehouse on Clark Drive East. Contractor will be responsible for getting materials to the jobsite. Some work will be conducted in the MDOT right-of-way and contractor will be responsible for all traffic control.

Proposal Requirements

- 1. History/Experience.** A brief history of the firm, including when organized, size, and experience with similar projects over the past 10 years. For each project include a summary of the project, total project cost, owner's name and a reference with title and contact information.
- 2. Price.** A time-task breakdown of the individual tasks and total costs including all expenses shall be included. A total lump sum price for performing the scope of all work and requirements shall be provided. This price shall include the statement that, for the scope of work identified in the proposal; these costs are "not-to-exceed" costs.
- 3. Proposal Documents.** Submitted proposals shall become the property of the City of Gladstone and may be disseminated as deemed necessary. Proposals will not be returned. Proposals post dated or received after the designated date and time for submission may not be considered. The City of Gladstone reserves the right to accept and/or reject any or all proposals.
- 4. Liability Insurance.** Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$1,000,000 (one million dollars) per occurrence and aggregate. Coverage shall include, but not limited to, the following: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Operations; (D) Broad Form General Liability Extensions or equivalent; (E) Explosion, Collapse, and Underground, if applicable.

Proposal Submission

If you have any questions and/or would like to arrange a site visit please contact:

James Olson, Electric Superintendent
 Phone: 906-428-2301 ext. 119
 Cell : 906-280-6698
 E-mail: jolson@gladstonemi.gov

Two (2) copies of a complete proposal must be submitted by: **June 18th, 2025, by 11 A.M. EST. Bid Opening will be on June 18th, 2025, at 11:00 A.M. Eastern Standard Time (EST) @ the Gladstone City Hall located at 1100 Delta Avenue, Gladstone MI 49837.**

to: James Olson, Electric Superintendent
 City of Gladstone
 1100 Delta Avenue
 Gladstone, MI 49837

ATTN: 2025 Pole Replacement Bids

FY 25 Pole changes	size	#
1720 Dakota Ave	40	1
1624 Dakota Ave	40	1
1422 Dakota Ave	40	1
1116 Dakota Ave	40	1
1108 Dakota Ave	45	1
1416 Michigan Ave	40	1
1326 Michigan Ave	40	1
420 S. 16 th Street	40	1
1221 Minnesota Ave	40	1
810 Michigan Ave	40	1

501 Dakota Ave	40	1
401 Wisconsin Ave	40	1
907 29 th Street	40	1
8996 Bay Shore Dr	40	1
9153 Bay Shore Dr	40	1
*Wahl Ave	35	9
total		24

**** ALL POLES MARKED WITH PINK RIBBON ****

*New Primary wire and new Secondary triplex to be put on new poles



Board:	City Commission
Agenda	06-23-2025
Date:	
Department:	Parks & DPW
Presenter:	Eric Buckman

Staff Report

Agenda Item Title:

Resolution No. 2025-05 Redesignation of USBR-10, Iron Belle Trail in Delta County

Background:

Resolution No. 2025-05 and letter of support for redesignation of the route of US Bicycle Route 10 and the Iron Belle Trail in Delta County.

Fiscal Effect:

Supporting Documentation:

Resolution No. 2025-05 and Letter of Support

Recommendation:

Motion to approve Resolution No. 2025-05 and Letter of Support signed by City Manager Eric Buckman.

**City of Gladstone 2025-05 Resolution of Support for Redesignation of the
Route of USBR-10 and the Iron Belle South Route**

WHEREAS the State of Michigan has recognized active transportation as a vital form of transportation; and

WHEREAS the vision for Michigan's mobility system is a multi-modal system that is people-focused, equitable, reliable, convenient for all users, and enriches Michigan's economic and societal vitality; and

WHEREAS United States Bicycle Route 10 and the Iron Belle Trail bicycle routes have been designated to run coincident with US Highway 2 through much of the Upper Peninsula; and

WHEREAS the 2022-2030 MDOT Superior Region Active Transportation Plan and Investment Strategy identifies that the design consideration priorities for the Superior Region include facilitating mobility to local networks to divert users from high-traffic highway routes; and

WHEREAS the 2022-2032 MDNR Trails Plan identifies the DNR's continued efforts to partner with local communities to enhance the user experience of the Iron Belle Trail; and

WHEREAS the current designation of USBR-10 and the Iron Belle Trail on US-2 from its intersection with Bay Shore Drive to its intersection with P Road is largely unsuitable for bicycling for safety reasons; and

WHEREAS an alternative route using Bay Shore Drive in Masonville and Brampton Townships, dedicated bicycling lanes on North Lake Shore Drive, 9th Street, and Lake Shore Drive in the city of Gladstone, and the Little Bay de Noc Trail separated multi-use pathway represents a viable, safer, and desirable alternative route; and

WHEREAS the alternative route would support the goals of local communities and the State of Michigan;

NOW THEREFORE BE IT RESOLVED that the City of Gladstone hereby supports the redesignation of USBR-10 and Iron Belle Trail to the desired alternative.

Yeas: _____

Nays: _____

Absent: _____

Date

Mayor Joe Thompson

I certify that the above is a true and complete copy of a resolution passed by City of Gladstone Commission at a meeting on June 23, 2025.

By: _____
Kimberly Berry, Gladstone City Clerk



CITY OF GLADSTONE, MICHIGAN

CITY HALL, 1100 DELTA AVENUE

GLADSTONE, MI 49837

PHONE: 906-428-2311

FAX: 906-428-3122

www.gladstonemi.gov

Item 12.

June 23, 2025

Michigan Department of Transportation (MDOT)
Michigan Department of Natural Resources (MDNR)

Subject: Letter of Support for Redesignation of USBR-10, Iron Belle Trail in Delta County

To Whom it May Concern,

I am writing to express [organization]'s support for redesignation of the route of US Bicycle Route 10 and the Iron Belle Trail in Delta County. The current designation of USBR-10 and the Iron Belle Trail on US-2 from its intersection with Bay Shore Drive west to its intersection with P Road is largely unsuitable for bicycling for safety reasons. By officially rerouting the trail down Bay Shore Drive, a lower volume, lower speed rural roadway, and through bicycle and shared-use infrastructure in and managed by the City of Gladstone (North Lake Shore Drive, 9th Street Lake Shore Drive, and the Little Bay de Noc Trail), the residents and visitors of Delta County will have greater access to active transportation mobility and our communities will benefit from routing people in proximity to additional recreational, social, and economic opportunities.

This project also directly addresses the objectives of the *2022-2030 Superior Region Active Transportation Plan and Investment Strategy* and the *Michigan Mobility 2045 Plan* by enhancing quality of life, supporting economy and stewardship, developing collaborative partnerships, and filling critical gaps in the active transportation network. The project also continues the DNR's work with local communities to enhance user experience along Iron Belle Trail routes as identified in the *2022-2032 MDNR Trails Plan*. The official reroute will also lend support for additional future investments in active transportation and recreation infrastructure in the area.

Thank you for your consideration of this proposal. Please do not hesitate to contact me at City of Gladstone 906-428-2311 Prompt 2 Ext. 7 or ebuckman@gladstonemi.gov should you have need of any additional information.

Sincerely,
Eric Buckman
Gladstone City Manager

 A WPPI Energy community

 The City of Gladstone is an equal opportunity employer and provider.



Board: City Commission

Agenda Date: June 23, 2025

Department: Wastewater

Presenter: Rodney Schwartz

Staff Report

Agenda Item Title:

Wastewater Collection System Sanitary Sewer Improvements Bid Review and Recommendation.

Background:

Under the current Administrative Consent Order, it is required that the wastewater plant make improvements to its sanitary sewer system to bring the city in compliance with the remedial design standard (RDS). Sanitary sewer work includes replacing approximately 7,300 feet of main on Minnesota Ave., Michigan Ave., and N. 17th St. There will be approximately 8,600 feet of sewer main that will be lined on Superior Ave., Delta Ave., and Minneapolis Ave.

Fiscal Effect:

Total Project Amount: \$6,540,863.99

Supporting Documentation:

Resolution
Bid Tabulation
Award Recommendation Letter

Recommendation:

To award the contract to Barley Trucking and Excavation, Inc. in the amount of \$5,129,901.41 based on the unit price bid for wastewater collection system sanitary sewer improvements.



June 20, 2025

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

**Re: Wastewater Collection System Sanitary Sewer Improvements
SRF No. 5866-01 Project Number 22-0421
Award Recommendation**

Dear Mr. Buckman:

On June 19, 2025, the City of Gladstone received bids for its Wastewater Collection System Sanitary Sewer Improvement Project. A total of two (2) bids were received for the work. The bids are summarized below and a Bid Tabulation is attached.

UNIT PRICE BASE BIDS

<u>BIDDER</u>	<u>TOTAL BASE BID</u>
Barley Trucking & Excavating, Inc.	\$5,129,901.41 (Corrected Bid Amount)
Oberstar, Inc.	\$6,542,040.75 (Corrected Bid Amount)

The base bid for each are under the budgeted amount for this project. Despite a competitive bid environment, several bidders declined to bid at the last moment, focusing on other projects instead. Competing projects bidding on other projects were cited as particularly limiting the bidding on this work. However, we believe that the Barley Trucking & Excavating, Inc. bid received was accurate and competitive given the current bidding environment. The apparent low bidder based on the Unit Price Base Bid is Barley Trucking & Excavating, Inc.

ALTERNATES

No Bid Alternates were planned for this project.

EVALUATED EQUIPMENT BIDS

No Equipment is proposed for this project.

SUBCONTRACTORS

Paving Subcontractor	Payne and Dolan, Walbec Group – Gladstone, MI
Concrete Subcontractor	Martell Construction, Inc. – Green Bay, WI
CIPP, Clean & Televisé	Tunnel Vision – Escanaba, MI



Traffic Control

JCS Inc., Baraga MI

AWARD RECOMMENDATION

We have reviewed the bids and information included with each bid. We offer the following Engineer's recommendation regarding the award:

It is recommended that the Award of the construction contract be based on the Unit Price Base Bid. Based on adjustments, the low bid was submitted by Barley Trucking & Excavating, Inc. of Menominee, Michigan, in the amount of \$5,129,901.41 (Corrected). We have reviewed the bid and find only minor irregularities. We have discussed past experience with the contractor and their named subcontractors. Barley Trucking & Excavating, Inc. has adequate experience and resources to complete this project in compliance with the Contract Documents.

PROJECT BUDGET SUMMARY

The CWSRF project is a full loan funded project that will include Principle Forgiveness towards the loan payment. Portion of the restoration work will be completed as Non-Participating costs. This includes road work not eligible under the CWSRF Program.

The total amount of the recommended low bid is \$5,129,901.41 Base Bid. Allocation of CWSRF Participating and City Non-Participating Costs are as follows:

	Total	Participating (CWSRF)	Non-Participating (City)
Construction Bid:	\$5,129,901.41	\$4,689,161.41	\$ 440,740.00
Engineering Services:	\$ 957,150.00	\$ 957,150.00	\$ 0.00
Financials, Bonds, etc.	\$ 83,575.00	\$ 83,575.00	
Contingency (6%):	\$370,237.58	\$ 343,793.16	\$ 59,260.00
Total:	\$6,540,863.99	\$6,073,679.16	\$ 500,000.00

It is C2AE's recommendation that the City of Gladstone resolve to award the contract to Barley Trucking and Excavation, Inc. in the amount of \$5,129,901.41 based on the attached unit price bid. For project budget purposes, the funding amount should include 6% contingency and engineering for a total project budget of approximately \$6,540,863.99 (contingent on EGLE approval of Project Funding).

City Recommendation of award to Contractor should be made contingent on EGLE CWSRF Loan Financing and Loan Closure for the Project.

Please contact us if any questions arise.

Sincerely,

Darren Pionk, PE
Project Manager



BID TABULATION

Wastewater Collection System Sanitary Sewer Improvements

City of Gladstone

Gladstone, Delta County, Michigan

Thursday, June 19, 2025

				Barley Trucking & Excavating, Inc		Oberstar, Inc	
				1824 10th Avenue		1900 Industrial Parkway	
				Menominee, MI 49858		Marquette, MI 49855	
Item	Description	Unit	Quant.	Cost	Total	Cost	Total
1100001	Mobilization, Max	LSUM	1	\$215,405.56	\$215,405.56	\$325,000.00	\$325,000.00
1047051	Project Sign	LSUM	1	\$709.55	\$709.55	\$3,000.00	\$3,000.00
1047051	Audio - Visual Record	LSUM	1	\$19,344.83	\$19,344.83	\$19,000.00	\$19,000.00
1047051	Maintenance of Traffic	LSUM	1	\$63,601.12	\$63,601.12	\$125,000.00	\$125,000.00
1047051	Environmental Mitigation	LSUM	1	\$28,691.50	\$28,691.50	\$40,000.00	\$40,000.00
2020002	Tree, Rem, 19 inch to 36 inch	EA	5	\$1,032.07	\$5,160.35	\$2,200.00	\$11,000.00
2020004	Tree, Rem, 6 inch to 18 inch	EA	5	\$516.03	\$2,580.15	\$1,700.00	\$8,500.00
2020006	Stump, Rem, 19 inch to 36 inch	EA	5	\$709.55	\$3,547.75	\$1,400.00	\$7,000.00
2020008	Stump, Rem, 6 inch to 18 inch	EA	5	\$451.53	\$2,257.65	\$1,100.00	\$5,500.00
2030011	Dr Structure, Rem	EA	9	\$516.03	\$4,644.27	\$750.00	\$6,750.00
2040020	Curb and Gutter, Rem	FT	9,486	\$4.32	\$40,979.52	\$7.00	\$66,402.00
2040045	Masonry and Conc Structure, Rem	CYD	10	\$212.87	\$2,128.70	\$800.00	\$8,000.00
2040050	Pavt, Rem	SYD	1,253	\$7.93	\$9,936.29	\$13.00	\$16,289.00
2040055	Sidewalk, Rem	SYD	2,689	\$3.23	\$8,685.47	\$7.00	\$18,823.00
2047050	Exploratory Investigation	EA	31	\$607.74	\$18,839.94	\$450.00	\$13,950.00
2050016	Excavation, Earth	CYD	6,068	\$18.15	\$110,125.13	\$12.00	\$72,810.00
3020016	Aggregate Base, 6 inch	SYD	1,542	\$8.43	\$12,999.06	\$12.00	\$18,504.00
3020030	Aggregate Base, 12 inch	SYD	25,414	\$16.40	\$416,789.60	\$18.00	\$457,452.00
3062002	Intersection Maintenance	EA	16	\$703.06	\$11,248.96	\$1,800.00	\$28,800.00
3070008	Approach, CI 1, 6 inch	SYD	1,057	\$15.09	\$15,950.13	\$12.00	\$12,684.00
3070125	Shld, CI II, 3 inch	SYD	431	\$10.35	\$4,460.85	\$12.00	\$5,172.00
4020600	Sewer, CI E, 12 inch, Tr Det B	FT	50	\$91.50	\$4,575.00	\$135.00	\$6,750.00
4020601	Sewer, CI E, 15 inch, Tr Det B	FT	10	\$98.39	\$983.90	\$175.00	\$1,750.00
4020602	Sewer, CI E, 18 inch, Tr Det B	FT	40	\$114.68	\$4,587.20	\$185.00	\$7,400.00
4027001	Sewer, CI E, 21 inch, Tr Det B	FT	50	\$115.68	\$5,784.00	\$240.00	\$12,000.00
4020603	Sewer, CI E, 24 inch, Tr Det B	FT	10	\$157.69	\$1,576.90	\$350.00	\$3,500.00



4021202	Sewer Tap, 8 inch	EA	2	\$580.54	\$1,161.08	\$650.00	\$1,300.00
4021203	Sewer Tap, 10 inch	EA	2	\$580.54	\$1,161.08	\$750.00	\$1,500.00
4021204	Sewer Tap, 12 inch	EA	2	\$645.04	\$1,290.08	\$850.00	\$1,700.00
4021205	Sewer Tap, 15 inch	EA	2	\$645.04	\$1,290.08	\$940.00	\$1,880.00
4021206	Sewer Tap, 18 inch	EA	2	\$774.05	\$1,548.10	\$1,130.00	\$2,260.00
4021207	Sewer Tap, 24 inch	EA	2	\$903.06	\$1,806.12	\$1,360.00	\$2,720.00
4021208	Sewer Tap, 30 inch	EA	2	\$1,161.07	\$2,322.14	\$1,450.00	\$2,900.00
4027050	Sewer Bulkhead, 8 inch	EA	7	\$148.36	\$1,038.52	\$500.00	\$3,500.00
4027050	Sewer Bulkhead, 12 inch	EA	5	\$193.52	\$967.60	\$515.00	\$2,575.00
4021231	Sewer Bulkhead, 15 inch	EA	2	\$258.02	\$516.04	\$600.00	\$1,200.00
4021232	Sewer Bulkhead, 18 inch	EA	2	\$354.77	\$709.54	\$700.00	\$1,400.00
4021233	Sewer Bulkhead, 21 inch	EA	2	\$387.02	\$774.04	\$875.00	\$1,750.00
4021234	Sewer Bulkhead, 24 inch	EA	2	\$496.68	\$993.36	\$1,000.00	\$2,000.00
4021235	Sewer Bulkhead, 27 inch	EA	2	\$645.04	\$1,290.08	\$1,250.00	\$2,500.00
4021236	Sewer Bulkhead, 30 inch	EA	2	\$774.05	\$1,548.10	\$1,375.00	\$2,750.00
4021260	Trench Undercut and Backfill	CYD	150	\$86.43	\$12,964.50	\$40.00	\$6,000.00
4027001	Sewer, CL A, 6 inch to 12 inch, Tr Det B1, Modified	FT	20	\$170.51	\$3,410.20	\$130.00	\$2,600.00
4027050	Sewer, Connect to Existing, 6 inch to 12 inch	EA	6	\$387.02	\$2,322.12	\$550.00	\$3,300.00
4027050	Sewer, Connect to Existing, 15 inch to 24 inch	EA	4	\$838.55	\$3,354.20	\$800.00	\$3,200.00
4027050	Dr Structure, Connect to Existing, 6 inch to 12 inch	EA	1	\$709.55	\$709.55	\$750.00	\$750.00
4027050	Dr Structure, Connect to Existing, 15 inch to 24 inch	EA	6	\$838.55	\$5,031.30	\$1,000.00	\$6,000.00
4030005	Dr Structure, Adj, Case 1	EA	18	\$580.54	\$10,449.72	\$1,300.00	\$23,400.00
4030050	Dr Structure Cover, Type K	EA	8	\$1,440.66	\$11,525.28	\$1,725.00	\$13,800.00
4030210	Dr Structure, 48 inch dia	EA	7	\$4,760.45	\$33,323.15	\$7,000.00	\$49,000.00
4030220	Dr Structure, 60 inch dia	EA	1	\$5,512.82	\$5,512.82	\$10,000.00	\$10,000.00
4030312	Dr Structure, Tap, 12 inch	EA	5	\$838.55	\$4,192.75	\$1,000.00	\$5,000.00
5010005	HMA Surface, Rem	SYD	24,270	\$2.71	\$65,771.70	\$2.75	\$66,742.50
5010025	Hand Patching	TON	25	\$345.56	\$8,639.00	\$320.00	\$8,000.00
5010061	HMA Approach	TON	84	\$301.94	\$25,362.96	\$300.00	\$25,200.00
5012024	HMA, 4EL	TON	2,000	\$144.06	\$288,120.00	\$140.00	\$280,000.00
5012036	HMA, 5EL	TON	2,000	\$136.10	\$272,200.00	\$140.00	\$280,000.00
8010005	Driveway, Nonreinf Conc, 6 inch	SYD	1,492	\$86.41	\$128,923.72	\$116.00	\$173,072.00
8020021	Curb and Gutter, Conc, Det C2	FT	9,013	\$24.96	\$224,964.48	\$34.00	\$306,442.00
8020002	Curb, Conc, Det E2	FT	50	\$76.74	\$3,837.00	\$34.00	\$1,700.00
8027001	Driveway Opening, Conc, Det M, Modified	FT	60	\$64.05	\$3,843.00	\$34.00	\$2,040.00



8030010	Detectable Warning Surface	FT	456	\$46.58	\$21,240.48	\$65.00	\$29,640.00
8030030	Curb Ramp Opening, Conc	FT	608	\$40.76	\$24,782.08	\$34.00	\$20,672.00
8030044	Sidewalk, Conc, 4 inch	SFT	12,158	\$8.41	\$102,248.78	\$11.00	\$133,738.00
8030046	Sidewalk, Conc, 6 inch	SFT	7,376	\$10.03	\$73,981.28	\$12.50	\$92,200.00
8070095	Post, Mailbox	EA	5	\$258.02	\$1,290.10	\$400.00	\$2,000.00
8100402	Sign, Type III, Erect, Salvage	EA	24	\$322.52	\$7,740.48	\$200.00	\$4,800.00
8167011	Restoration, Turf Establishment	SYD	4,812	\$11.26	\$54,183.12	\$12.00	\$57,744.00
8232024	Water Main Conflict, 8 inch	EA	1	\$5,904.89	\$5,904.89	\$8,500.00	\$8,500.00
8237001	Insulation	FT	175	\$14.96	\$2,618.00	\$20.00	\$3,500.00
8252036	Sanitary Sewer, PVC, 6 inch, Tr Det B2	FT	30	\$67.05	\$2,011.50	\$185.00	\$5,550.00
8252037	Sanitary Sewer, PVC, 8 inch, Tr Det B2	FT	3,535	\$163.37	\$577,512.95	\$188.00	\$664,580.00
8252038	Sanitary Sewer, PVC, 10 inch, Tr Det B2	FT	2,825	\$109.33	\$308,857.25	\$225.00	\$635,625.00
8257001	Sanitary Sewer, PVC, 15 inch, Tr Det B2	FT	460	\$175.10	\$80,546.00	\$275.00	\$126,500.00
8257001	Sanitary Sewer, PVC, 18 inch, Tr Det B2	FT	480	\$194.85	\$93,528.00	\$310.00	\$148,800.00
8257001	Cured In-Place Pipe Liner, 8 inch	FT	3,540	\$83.21	\$294,563.40	\$68.00	\$240,720.00
8257001	Cured In-Place Pipe Liner, 10 inch	FT	3,350	\$96.33	\$322,705.50	\$78.00	\$261,300.00
8257001	Cured In-Place Pipe Liner, 12 inch	FT	1,685	\$108.04	\$182,047.40	\$88.00	\$148,280.00
8257050	Sewer Obstruction Removal	EA	15	\$838.55	\$12,578.25	\$686.00	\$10,290.00
8257050	Intruding Tap Removal	EA	40	\$445.08	\$17,803.20	\$362.00	\$14,480.00
8257050	Reinstate Service Line	EA	157	\$354.77	\$55,698.89	\$289.00	\$45,373.00
8257001	Clean and Televis 8 inch Sewer - PACP	FT	3,540	\$4.32	\$15,292.80	\$4.00	\$14,160.00
8257001	Clean and Televis 10 inch Sewer - PACP	FT	3,350	\$4.32	\$14,472.00	\$4.00	\$13,400.00
8257001	Clean and Televis 12 inch Sewer - PACP	FT	1,685	\$4.32	\$7,279.20	\$4.00	\$6,740.00
8257001	Heavy Cleaning 8 inch Sewer	FT	531	\$5.81	\$3,085.11	\$5.00	\$2,655.00
8257001	Heavy Cleaning 10 inch Sewer	FT	503	\$5.81	\$2,919.53	\$5.00	\$2,512.50
8257001	Heavy Cleaning 12 inch Sewer	FT	253	\$5.81	\$1,468.48	\$5.00	\$1,263.75
8252072	Sanitary Structure, 48 inch dia	EA	26	\$4,846.59	\$126,011.34	\$8,000.00	\$208,000.00
8252080	Sanitary Structure, Add Depth of 48 inch dia, 8 foot to 15 foot	FT	58	\$464.43	\$26,936.94	\$1,250.00	\$72,500.00
8252098	Sanitary Structure Cover, Type Q	EA	0	\$1,200.00	\$0.00	\$2,850.00	\$0.00
8257050	Sanitary Structure Cover, Type Q, Modified	EA	31	\$2,403.38	\$74,504.78	\$3,000.00	\$93,000.00
8252105	Sanitary Structure, Rem	EA	22	\$516.03	\$11,352.66	\$700.00	\$15,400.00
8252111	Sanitary Structure, Tap, 8 inch	EA	2	\$967.57	\$1,935.14	\$600.00	\$1,200.00
8252112	Sanitary Structure, Tap, 10 inch	EA	1	\$1,032.07	\$1,032.07	\$625.00	\$625.00
8257050	Sanitary Structure, Tap, 18 inch	EA	1	\$1,225.58	\$1,225.58	\$700.00	\$700.00
8252122	Sanitary Sewer, Serv Lead, PVC, 6 inch	FT	5,465	\$56.24	\$307,351.60	\$120.00	\$655,800.00



8252123	Sanitary Sewer, Serv Lead, PVC, 8 inch	FT	50	\$67.26	\$3,363.00	\$150.00	\$7,500.00
8257050	Sanitary Sewer Cleanout, 6 inch, Modified	EA	164	\$420.00	\$68,880.00	\$900.00	\$147,600.00
8257050	Sanitary Sewer Cleanout, 8 inch, Modified	EA	2	\$502.48	\$1,004.96	\$1,200.00	\$2,400.00
8257050	Sanitary Service Lateral Cap, 6 inch	EA	5	\$65.79	\$328.95	\$375.00	\$1,875.00
8252138	Sanitary Sewer Lead, Rem and Abandon	EA	5	\$774.05	\$3,870.25	\$400.00	\$2,000.00
8252145	Sanitary Structure Cover, Adj, Case 1	EA	2	\$580.54	\$1,161.08	\$1,300.00	\$2,600.00
8252146	Sanitary Structure Cover, Adj, Case 2	EA	2	\$451.53	\$903.06	\$1,300.00	\$2,600.00
8257020	Sanitary Sewer, Abandon	CYD	85	\$767.23	\$65,214.55	\$400.00	\$34,000.00
	TOTAL BASE BID				\$5,129,901.41		\$6,542,040.75

Bid Form, Addenda Acknowledged	Yes	Yes
Bid Bond	Yes	Yes
Debarment Certificate	Yes	Yes

Indicates math error

I certify that this is a true and correct tabulation of the bids received by City of Gladstone, Delta County, Michigan on Thursday, June 19, 2025.

June 20, 2025

Darren Pionk, PE

Date

Resolution No. 2025-04

Item 13.

A RESOLUTION TO TENTATIVELY AWARD A CONSTRUCTION CONTRACT FOR WASTEWATER SYSTEM IMPROVEMENTS

WHEREAS, the City of Gladstone (legal name of applicant) wishes to construct improvements to its existing wastewater treatment and collection system; and

WHEREAS, the wastewater system improvements project formally adopted on April 7, 2025 (date of final project plan adoption) will be funded through Michigan's CWSRF (CWSRF and/or SWQIF Programs); and

WHEREAS, the City of Gladstone (legal name of applicant) has sought and received construction bids for the proposed improvements and has received a low bid in the amount of \$ 5,129,901.41 from Barley Trucking & Excavating, Inc (name of the contractor); and

WHEREAS, the project engineer, C2AE, has recommended awarding the contract to the low bidder.

NOW THEREFORE BE IT RESOLVED, that the City of Gladstone (legal name of applicant) tentatively awards the contract for construction of the proposed wastewater system improvements project to Barley Trucking & Excavating, Inc (name of the contractor), contingent upon successful financial arrangements with the CWSRF (CWSRF and/or SWQIF Programs).

Yeas:

Nays:

Abstain:

Absent:

I certify that the above Resolution was adopted by Gladstone City Commission (the governing body of the applicant) on June 23, 2025.

BY: Kimberly Berry, Gladstone City Clerk
Name and Title (please print or type)

June 23, 2025

Signature

Date



Board:	City Commission
Agenda	June 23, 2025
Date:	
Department:	General Fund
Presenter:	Vicki Schroeder

Staff Report

Agenda Item Title:

Liens on 2025 Summer Property Tax Bills

Background:

The City Charter and ordinances permit the city to assess delinquent utilities and miscellaneous invoices to be placed as liens on the property tax bills.

Fiscal Effect:

\$10,058.79

Supporting Documentation:

Spreadsheets detailing the amounts proposed to be placed as liens on property tax bills.

Recommendation:

Motion to place as liens on the summer 2025 tax bills accordingly.

MISC INVOICES
OFF TO TAXES
SUMMER 2025

Item 14.

PARCEL #	NAME	SERVICE ADDRESS	INVOICE #	DESCRIPTION	AMOUNT	10 % PENALTY	TOTAL
052-029-004-00	Justine Rochon	608 Superior Ave	3394	lawn service	\$ 58.00	\$ 5.80	\$ 63.80
052-081-015-60	Shane Wallin	1326 Wisconsin Ave	3395	lawn service	\$ 58.00	\$ 5.80	\$ 63.80
						\$ -	\$ -
						\$ -	\$ -
					\$ 116.00	\$ 11.60	\$ 127.60

Account No	Parcel ID	Acct Name	Service Address	Owner Name (if different)	Electric	Fire Protection	Refuse	Sewer	Water	Compost	Utility Balance	10% Pen	Total	Notes
1352-30	062-101-000	Delfab, Inc	101 N 12th St		\$ 4,643.14	\$ 10.62	\$ -	\$ 163.15	\$ 107.12	\$ 13.40	\$ 4,937.43	\$ 493.74	\$ 5,431.17	
1454-31	062-104-900	Jayne Bowman	210 N 17th St	Darryl Nicholson	\$ 194.14	\$ 6.56	\$ 44.75	\$ 379.18	\$ 180.68	\$ 20.70	\$ 826.01	\$ 82.60	\$ 908.61	former owner
1471-31	062-103-860	Ethan Cooper & Clare Spitz-Berry	416 N 17th St	Deanna Christensen	\$ 183.65	\$ 2.87	\$ 19.59	\$ 133.00	\$ 63.06	\$ 9.05	\$ 411.22	\$ 41.12	\$ 452.34	former owner
1624-31	017-502-300	Kelly Norkooli	433 29th St		\$ -	\$ -	\$ 114.64	\$ -	\$ -	\$ 53.04	\$ 167.68	\$ 16.77	\$ 184.45	city limit refuse customer
1635-33	061-700-600	Justin Drumheller	713 29th St	North Bluff Estates LLC	\$ 665.59	\$ 13.13	\$ 89.40	\$ -	\$ 152.82	\$ 41.36	\$ 962.30	\$ 96.23	\$ 1,058.53	former tenant
2333-33	004-801-100	William & Debra Hackleman	921 Delta Ave		\$ 174.66	\$ 9.38	\$ 64.03	\$ 152.79	\$ 69.36	\$ 29.60	\$ 499.82	\$ 49.98	\$ 549.80	landlord account
2370-31	006-400-500	Joy Nerius	1111 Delta Ave	Dylan Dayton-Lewis Nebel	\$ 93.31	\$ 3.40	\$ 23.21	\$ 151.02	\$ 71.53	\$ 10.73	\$ 353.20	\$ 35.32	\$ 388.52	former owner
3055-33	007-200-700	Amerigo Chase Asher	1225 Michigan Ave	Mike Albrecht	\$ -	\$ 2.94	\$ 20.07	\$ 8.00	\$ -	\$ 9.27	\$ 40.28	\$ 4.03	\$ 44.31	former tenant
3166-42	002-601-000	Mark McCormick	621 Minnesota Ave #2		\$ 41.77	\$ 4.16	\$ 28.36	\$ 79.83	\$ 36.65	\$ 13.10	\$ 203.87	\$ 20.39	\$ 224.26	landlord account
3264-32	008-002-100	Tobin Daniel Wagner	1314 Minnesota Ave		\$ 60.81	\$ 2.87	\$ 19.59	\$ 46.64	\$ 21.17	\$ 9.05	\$ 160.13	\$ 16.01	\$ 176.14	landlord account
3264-33	008-002-100	Angela Gallagher	1314 Minnesota Ave	Tobin Daniel Wagner	\$ 4.05	\$ 0.28	\$ 1.91	\$ 4.55	\$ 2.07	\$ 0.88	\$ 13.74	\$ 1.37	\$ 15.11	former tenant
3629-30	057-000-400	Tyler Haddon & Shuntelle Nygard	8 Park Ave	Stanley & Lorrie Carrier	\$ 199.85	\$ 6.01	\$ 40.69	\$ -	\$ 59.36	\$ 18.81	\$ 324.72	\$ 32.47	\$ 357.19	former owner
4308-32	030-400-100	Better Delta	923 Wisconsin Ave		\$ 116.28	\$ 5.04	\$ -	\$ -	\$ -	\$ 6.63	\$ 127.95	\$ 12.80	\$ 140.75	landlord account
											\$ -	\$ -	\$ -	
					\$ 6,377.25	\$ 67.26	\$ 466.24	\$ 1,118.16	\$ 763.82	\$235.62	\$ 9,028.35	\$ 902.84	\$ 9,931.19	

Business	\$	4,937.43	54.69%
Landlord	\$	991.77	10.99%
Back to Bank			0.00%
Enforced shutoff			0.00%
Vacant			0.00%
Prev Owner/Tenant	\$	2,931.47	32.47%
Subtotal	\$	8,860.67	
All Others	\$	167.68	1.86%
Total	\$	9,028.35	

Comparisions (totals w/o 10% penalty)		
Winter 2024	\$	1,093.44
Summer 2024	\$	8,219.47
Winter 2023	\$	7,119.87
Summer 2023	\$	7,987.45
Winter 2022	\$	3,096.47
Summer 2022	\$	28,340.93
Winter 2021	\$	4,857.88
Summer 2021	\$	2,268.48