



Regular Meeting

Gladwin City Council
5:00pm

June 2, 2025

Mayor
Sarah Kile

John Caffrey
Dave Crawford
Carol Darlington

Council
Jaimie Esiline
Cristy Gutierrez

Debra Platt
Jamie Sischo
Linda Winarski

Administration
Kimberly Hines Interim City Administrator

Marietta Andrist, City Clerk
Angela Bigham, City Treasurer
Eric Killian, Police Chief

Michael Gildner, City Attorney
Lori Stout, Housing Director
George Alward, Fire Chief

Meeting will be held at
Gladwin City Hall
1000 W Cedar Ave Gladwin MI 48624

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Invocation
4. Roll Call - Excuse Absent Member
5. **PUBLIC BUDGET HEARING- FY 2025-2026**
6. Approval of Minutes- May 19, 2025 Regular
7. Approval of Warrants- Dated May 20, 2025-June 2, 2025
8. Hearing of Delegations
9. Establish Agenda
10. Consent Agenda
 - a. Communications
 - i. Consumers Energy Case No. U-21911
 - ii. Gladwin County District Library Meeting- April 15, 2025
 - b. Meetings
 - i. Gladwin County Fair Meeting Minutes-April 15, 2025
11. Public Comment
12. Old Business
 - a. Forensic Audit Update
 - b. DPW Update
 - c. City Manager Update
13. New Business
 - a. Mayoral Proclamation-Chad Donahue Day
 - b. Resolution-Adopt the FY 2025-2026 Budget and General Appropriations
 - c. Approval of the 2025-2026 Capital Improvement Plan
 - d. Schedule of Fees & Charges Discussion
 - e. Approval- MML Academy Spring Summit and Mileage
 - f. Fishbeck Professional Services Agreement
14. Administrators Reports/Comments
15. Mayor Comments – Commission/Committee Reports
16. Council Member Comments – Commission/Committee Reports
17. Administration Reports/Comments
18. Adjournment

Public Comments are limited to 3 Minutes per City of Gladwin Council Meeting Policy
Individuals with disabilities requiring auxiliary aids or service at the meeting should contact the
Gladwin City Clerk's Office at (989) 426-9231, Extension 11.

May 19, 2025

Gladwin, Michigan

The Regular meeting of the Gladwin City Council was held in person at Gladwin City Hall located at 1000 W. Cedar Ave. in Gladwin Michigan.

Boy Scout Bradley Klein gave the history of the Pledge of Allegiance. Boy Scouts, Bradley Klein, Dillan Moore, Hunter Davey led the Pledge of Allegiance.

Pastor Brad Withrow gave the invocation.

Members Present: Darlington, Esiline, Guterrez, Platt, Sischo, Winarski, and Mayor Sarah Kile

Members Absent: Caffery, Crawford. Motion by Council Member Darlington, supported by Council Member Platt to excuse the absent members. Six (6) ayes, two (2) absent. Motion carried.

Public Present: Chamber Director Carrie Will, County Commissioner Tom Winarski, Gladwin Record Steve Salowich, Pastor Brad Withrow, Airport Manager Mike Hargrave, Terry Hinman, Darell McGuire, Sharill McGuire, Nancy Bodnar, Laurie Howie, Tom Stielh, Tesha Wyatt, Cathy Shea, Kim Bruner, Wendy Oiumet, Catherine Sias

Staff Present: Marietta Andrist, Angel Bigham, Kimberly Hines, Eric Killian.

Approval of Minutes: Motion by Council Member Esiline, supported by Council Member Gutierrez to approve the minutes from May 5, 2025 as presented and closed session minutes from April 21, 2025 with corrections. Six (6) ayes, two (2) absent. Motion carried.

Approval of Warrants: Motion by Council Member Darlington, supported by Council Member Platt to approve the warrant dated May 6, 2025 through May 19, 2025 in the amount of one hundred eighty-nine thousand two hundred thirty-five dollars and forty-two cents (\$189,235.42), payroll ending May 14, 2025 in the amount of thirty-fifty nine hundred nineteen dollars and eight cents (\$35,919.08) and council payroll in the amount of two thousand six hundred twenty-four dollars and eighty cents (\$2,624.80). Six (6) ayes, two (2) absent. Motion carried.

Hearing of Delegations: County Commissioner Tom Winarski gave contract updates for the county regarding negotiations and spoke on the low water levels on Pratt Lake.

Chamber Director Carrie Will spoke on the Chamber golf outing and gave information on the Trail of Two Cities Canoe Race. Also spoke on a project that is currently being worked on with the MSU Extension, along with the Master Gardners and the Arnold Center.

Transit Director Kim Bruner gave information on the local rodeo and the drivers who received awards from Gladwin County Transit. Stated in honor of the 50th Anniversary of the County Transit, they will offer fifty cent rides on Thursday the 29th of May. Lastly three (3) transit drivers and herself will attend the National Rodeo in California.

Establish Agenda: Motion by Council Member Gutierrez, supported by Council Member Winarski to approve amended agenda that was at the council's place. All ayes. Motion carried.

Consent Agenda: Motion made by Council Member Sischo, supported by Council Member Platt to approve the Consent Agenda as presented. All ayes. Motion carried.

Public Comment: Tom Winarski suggested two (2) ways to reduce the fund balance.

Old Business:

- a. 2nd Reading for FY 2025-2026 Budget. Treasurer Angela Bigham stated most items are the same as the first reading. The CIP projects have not been finalized and need to narrow down the street projects.
- b. RS Technology Information Update from Tom Stielh. Tom Stielh gave an overview of the city's technology items that need to be addressed. This included working with Amazon to move to the Cloud, reducing costs for monthly serves, BS & A moving to the Cloud, and getting the proper internet. Also mentioned getting fiber to improve internet services.

Downtown Development Authority (DDA) Appointments & By Laws. Interim City Manager Kimberly Hines gave information on recent DDA issues with not being able to get a quorum for meetings and recommended a revision to the By-Laws that would reduce the number of members for a quorum. Motion by Council Member Gutierrez, supported by Council Member Darlington to amend to By-Laws for the DDA and reduce the number required for a quorum. Motion by Council Member Gutierrez, supported by Council Member Darlington to approve the amended to the DDA By-Laws. Six (6) ayes, two (2) absent. Motion carried.

Mayor Sarah Kile recommended the re-appointment of DDA members George Alward, Tom Mienk and Priscilla Zserdi. Motion by Council Member Winarski, supported by Council Member Esiline to approve the recommendation. Six (6) ayes, two (2) absent. Motion carried.

- c. Mayor Pro Tem. Mayor Sarah Kile recommended Council Member Gutierrez for Mayor Pro Tem. Motion by Council Member Platt, supported by Council Member Esiline to approve the recommendation. Five (5) ayes, two (2) absent, one (1) Nay. Motion carried.
- d. Forensic Audit. Interim City Manager Kimberly Hines stated she asked anyone who had information to please send it to her, she received one (1) email, which was hearsay and a

USB thumb drive with information. She reached out to the prosecutor, and it was recommended to turn the USB thumb drive over to the Michigan State Police for review. Also, stated there was information from the city's auditors for the last five (5) audits on internal control.

- e. DPW Contract. Interim City Manager Kimberly Hines stated changes to date are coming from our attorney. This is moving quickly, and we need to find a resolution or move to mediation.

New Business:

- a. Mayoral Proclamation-Gladwin City Transit. Mayor Sarah Kile presented Gladwin County/City Transit Director Kim Bruner with a Mayoral Proclamation honoring the Transit for fifty (50) years of service to the community.
- b. Approval-T-Hanger Low Bid Acceptance. Zettel Airport Manager Mike Hargrave gave information on accepting the low bid for building a T-Hanger at the airport. Motion by Council Member Darlington, supported by Council Member Platt to accept the low bid. Six (6) ayes, two (2) absent. Motion carried.
- c. Resolution-City Millage Rate. Clerk Andrist stated this is an annual resolution which is for the purpose of levying the maximum allowable millage to adequately fund the operations of the City of Gladwin. The resolution was offered by Council Member Gutierrez, supported by Council Member Darlington.

Roll Call Vote:

Ayes: Darlington, Esiline, Gutierrez, Platt, Sischo, Winarski
Nays: None
Absent: Caffrey, Crawford
Abstain: None

The following resolution was offered by Council Member Gutierrez, supported by Council Member Darlington.

RESOLUTION

WHEREAS, the City of Gladwin Board of Review has completed its review and correction of the Assessment Roll for 2025; and

WHEREAS, Assessment Roll shows the taxable value of all real and personal property in the City of Gladwin subject to general Ad Valorem taxation to be as follows'

AD VALOREM TAX ROLL-REAL PROPERTY	\$ 74,895,165
AD VALOREM TAX ROLL-PERSONAL PROPERTY	\$ 9,700,400
TOTAL ASSESSMENT ROLLS	\$ 84,595,565

WHEREAS, The City Council will adopt a budget for the 2025-2026 fiscal year which will require the maximum allowable millage levy to adequately fund the operations of the City of Gladwin; and

WHEREAS, pursuant to Act 42, P.A. 1995, the City Council will discuss millage rates at the June 2, 2025 public hearing to review the proposed 2025-2026 city budget; and

WHEREAS, The City Council, after applying all millage reduction rollbacks has complete authority to establish that 14.4772 mills be levied in 2025 for operating purposes; and

WHEREAS, the City Budget for the year 2025-2026 heretofore adopted by this Council shows that the amount of money needed from taxes to meet the City's requirements to be 14.4772 mills on each dollar of Taxable Value of the Real and Personal Property in the City and 1.9990 mills on each dollar of Taxable Value of the same to be levied for the Public Safety Millage;

NOW THEREFORE BE IT RESOLVED, by the authority granted by City Charter, Chapter 15, Section 15.8, the millage rate for 2025 is hereby set at 14.4772 to be levied against each dollar of Taxable Value of Real and Personal Property in the City of Gladwin for general operating purposes and 1.9990 mills levied against each dollar of Taxable Value of Real and Personal Property in the City of Gladwin for the 2025 Public Safety Millage.

BE IT FURTHER RESOLVED, pursuant to the authority of the Gladwin City Charter, Chapter 15, Section 15.7, the City Clerk is hereby directed to certify to the Assessor the total amount of 1,391,339 to be raised by taxes.

FURTHER, when extensions have been made by the Assessor, the City Assessor, pursuant to the City Charter, Chapter 15, Section 15.9, shall execute the necessary Warrant directing the City Treasurer to collect tax set forth in said warrant, and the same be delivered to the Treasurer for collection, that said taxes, when collected be credited to:

2025-2026 GENERAL OPERATIONS= \$1,222,531
2025-2026 PUBLIC SAFETY= \$168,808

FURTHER, it is hereby certified pursuant to Act 35, Michigan Public Acts, as amended, that the requested millage had been reduced, if necessary, in compliance with Section 31, Article 9 of the State Constitution.

Ayes: Darlington, Esiline, Gutierrez, Platt, Sisco, Winarski
Nays: None
Absent: Caffrey, Crawford
Abstain: None

RESOLUTION DECLARED ADOPTED May 19, 2025

Marietta Andrist, City Clerk

CERTIFICATE

I, Marietta Andrist, Clerk of the City of Gladwin, do hereby certify the fore going to be true and correct copy of the resolution adopted by the Gladwin City Council at a regular meeting held May 19, 2025 at 5:00PM.

Marietta Andrist, City Clerk

d. Personnel & Finance.

1. DPW Director. Interim City Manager Kimberly Hines stated she met with the Personal & Finance Committee and is bringing forth information on hiring a DPW Director. This would be an un-union salary position. More an administrative roll. There are two (2) large projects getting ready to start and road projects. It will be nice to have someone to work with the projects and oversee the DPW. The current budget will support this. Motion by Council Member Darlington, supported by Council Member Winarski to approve the DPW Director position. Six (6) ayes, two (2) absent. Motion carried.

2. **City Park Manager Benefits & Phone.** Interim City Manager Kimberly Hines stated with the retiring on Rick Seebeck as the Park Manager, Sabrina Battjes was hired as the Park Manager and Tyler Cameron as the Assistant Park Manager. A recommendation was made to Council to make the Park Manager as a full-time position. The position would be full-time for eight (8) months and as needed for four (4) months. Asking for the position to have benefits. The park has had four (4) park managers in the last five (5) years. Motion by Gutierrez, supported by Darlington to approve the Park Manager to be full-time and receive benefits. Six (6) ayes, two (2) absent. Motion carried.

- e. Resolution to Amend the FY 2024-2025 Budget-Vactor Truck Loan. Treasurer Bigham stated the resolution is to amend the FY 2024-2025 budget in the equipment fund for the purchase of a vactor truck for the DPW. The closing is scheduled for Thursday with the Bond Council. Motion by Council Member Winarski, supported by Council Member Gutierrez to approve the amendment to the 2024-2025 FY budget in the equipment fund to purchase a vactor truck.

Roll Call Vote:

Ayes: Darlington, Esiline, Gutierrez, Platt, Sischo, Winarski
Nays: None

Absent: Caffrey, Crawford
Abstain: None
Resolution declared adopted.

- f. Resolution-Special Assessment for Annual Maintenance of Cedar Court Parking Lot. Clerk Andrist stated this special assessment is done annually for maintenance on Cedar Court. Motion by Council Member Darlington, supported by Council Member Winarski to approve the resolution for the special assessment for Cedar Court.

Roll Call Vote:

Ayes: Darlington, Esiline, Gutierrez, Platt, Sischo, Winarski
Nays: None
Absent: Caffrey, Crawford
Abstain: None
Resolution declared adopted.

Special Assessment for Annual Maintenance of Cedar Court Parking Area

WHEREAS, the City of Gladwin, hereinafter CITY, and Members First Credit Union, hereinafter CREDIT UNION, have entered into an Agreement dated September 4, 2018 regarding the construction by CREDIT UNION of certain parking spaces upon Cedar Court in the City of Gladwin, at the expense of CREDIT UNION, and

WHEREAS, the Agreement provides that a special assessment will be levied as against adjacent lands of CREDIT UNION for the purpose of maintenance of said parking area, and

WHEREAS, the Agreement further provides that the parking area is for public purposes, and is not reserved for the exclusive use of CREDIT UNION employees, customers or invitees, and maintenance will be in the usual course of the CITY's streets and parking program, and

WHEREAS, the CITY determines that the annual maintenance assessment will be as follows: \$ 500.00, payable on the Summer tax billing, commencing with the 2019 Summer billing, and

WHEREAS, the lands subject to the assessment are described by ~~parcel number 170-601-300-017-01~~ and

WHEREAS, the maintenance assessment may be adjusted up to ten (10%) percent annually without further hearing, however the CITY will reasonably provide information to CREDIT UNION as to the reasons for any increases, and

WHEREAS, this Special Assessment is by consent of the CREDIT UNION and governs the successors and assigns of the CREDIT UNION with respect to the subject lands.

NOW THEREFORE, IT IS RESOLVED that the City Assessor is authorized and directed to spread upon the July 2025 tax roll a special assessment in the sum of \$500.00 for the annual maintenance fee on the above described parcel.

The foregoing resolution was offered by Council Member Darlington and supported by Council Member Winarski.

Roll call vote:

Ayes: Darlington, Esiline, Gutierrez, Platt, Sischo, Winarski
Nays: None
Absent: Caffrey, Crawford
Abstain: None

Resolution declared adopted on May 19, 2025.

Marietta Andrist, Clerk

- g. Approval-Corpus Christie Parade. Clerk Andrist stated the parade has taken place in previous years and does not require MDOT approval. They will be walking on the sidewalks and will only cross the street. While it is a formality, the Corpus Christis people would like the council approval to have the parade. Motion by Council Member Gutierrez, supported by Council Member Darlington to approve to Corpus Christie Parade. Six (6) ayes, two (2) absent. Motion carried.
- h. Approval-Revize Website Revision and Upgrade. Clerk Andrist presented the quote from Revize for a revision and to upgrade the city's website. This would also be adding new features, which include an agenda management feature, interactive fillable forms, email and text notification and would include a page for the Downtown Development Authority (DDA). The DDA has approved five thousand (\$5,000.00) for the addition to the website for their page. Also stated the Chatbot feature was not needed for the expense. Motion by Council Member Gutierrez, supported by Council Member Esiline to have the city's website revised and upgraded. Six (6) ayes, two (2) absent. Motion carried.
- i. Approval-Assessor Contract. Interim City Manager Kimberly Hines stated the city conducted an interview for an assessor. Former assessor Bernie Weaver helped with the interview. Attorney Michael Gildner reviewed the proposal/contract and stated with a couple caveats to the contract everything looked good. Would need to check the references, should clarify the length of contract and required office hours or amount of time expected to work on City matters. You can approve to retain him with a contract acceptable to the attorney. Motion by Council Member Platt, supported by Council Member Darlington, to approve the contract for a new assessor pursuant to language acceptable from the attorney. Six (6) ayes, two (2) absent. Motion carried.
- j. Approval-Street Closure for Redhead Investments/Double H Restaurant. Clerk Andrist stated this is a request to close S. Antler Street from Cedar Avenue to the alley near Grout Street, Motion by Council Member Gutierrez, supported by Council Member Esiline to approve the street closure. Six (6) ayes, two (2) absent. Motion carried.

Administrators Reports/Comments: Interim City Manager Kimberly Hines introduced the new Deputy Clerk, Catherine Sias. Stated she comes with grant, deputy clerk and municipal experience. Thanked city hall staff, the DPW and the police for all they do. There is a lot going on within the City. This is a team effort. Gave an update on the search for a city manager. Spoke on the summary sheet that was emailed regarding hours of work for her position as the Interim City Manager. Stated she was contracted for twenty-four to thirty (24-30) hours of work. Asking to amend the contract to work up to forty (40) hours. Motion by Council Member Gutierrez, supported by Council Member Platt to approve Interim City Manager Kimberly Hines to work up to forty (40) hours per week. Five (5) ayes, one (1) nay, two (2) absent. Motion carried.

Mayor Comments: Mayor Sarah Kile stated the Thunder on the Strip was great. The weather was ideal. Thanked all those who put the time in to make the event happen. Thank you to all those who voted for the renewal of the CTE millage. Reminded everyone of the Traill of Two Cities Canoe Race coming up on Memorial weekend. Asked others to remember Memorial Day and all those that gave for our freedom. Gave a thank you for the young men who showed up and for all those who attend tonight.

Council Member Comments: Council Member Darlington thanked the police, Skeels had its first ever 5K run, and wanted to connect the places together. The police stopped traffic so we could cross together. Looking forward to this weekend's festivities.

Council Member Gutierrez gave information on the MML conference she attended. Stated one quote that really stuck with her was "We Move at the Speed of Trust." I want to see us move forward. Because we do not agree or have conflicts does not mean we can't move forward. Asked the council, would we break into another council member's home, why break into the city? The MML training was phenomenal. Need to have faith and trust.

Council Member Winarski stated don't ever go to Chicago! Describe her recent visit to her grandson's graduation in Chicago and stated the traffic was horrible. Also stated her grandson graduated from Columbia University. Gave a brief history on Columbia University.

Council Member Esiline reminded everyone to clean off their family's grave for Memorial Day.

Council Member Platt reenforced Council Member Gutierrez comments on the MML Conference.

Tom Stielh spoke on the technology upgrade and stated he may have found some funding for municipalities.

Administration Reports/Comments: Treasurer Bigham stated she had training this week and received information on conflicts as well, it is not always bad.

Mayor Sarah Kile gave information on 211 and the clinic with the Secretary of State. They will have experts available to help people get their driver's license back on June 6, 2025 at the Michigan Works building from 11:00am-3:00pm,

Motion by Council Member Esiline, supported by Council Member Sischo to adjourn at 6:36pm.
All ayes. Motion carried.

Mayor Sarah Kile

City Clerk Marietta Andrist

Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank AP COMMON CASH					
05/28/2025	55368	9271	FREDRICKSON SUPPLY LLC	PURCHASE OF VACTOR TRUCK	540,500.00
05/28/2025	55369	9271	FREDRICKSON SUPPLY LLC	VACTOR TRUCK APPLICATION	16.00
05/29/2025	55370	0369	SABRINA BATTJES	PARK ICE REIMBURSEMENT	52.00
05/29/2025	55371	0345	ANGELA BIGHAM	POSTAGE	88.80
05/29/2025	55372	2891	KAREN BRADY	CONTRACT BASE 5/12-5/25/25	400.00
05/29/2025	55373	9272	DEBRA PLATT	MILEAGE REIMBURSEMENT, MML TRAINING	154.00
05/29/2025	55374	1758	MICHAEL K HARGRAVE	CONTRACT BASE 5/12-5/25/25	1,099.17
05/29/2025	55375	9253	JUSTIN THORINGTON	WATER OPERATOR RENEWAL REIMBURSEMENT	95.00
05/29/2025	55376	0158	ERIC KILLIAN	DEPARTMENT LANDSCAPING REIMBURSEMENT	122.21
05/29/2025	55377	9239	ROBERT FAVEL	CONTRACT BASE 5/12-5/25/25	300.00
05/29/2025	55378	9228	TINA HARGRAVE	CONTRACT BASE 5/12-5/25/25	100.00
05/29/2025	55379	9259	VICKY SIMRAU	CONTRACT BASE 5/12-5/25/25	225.00
05/29/2025	55380	0019	BERNADETTE WEAVER	ASSESSOR CONSULTING	200.00
06/02/2025	55381	1070	ALWARD ELECTRIC INC	REPAIRS	251.43
06/02/2025	55382	1115	ARDEN SHELL TRUCKING	SUPPLIES	300.00
06/02/2025	55383	9163	BERG ASSESSING & CONSULTING INC	CITY ASSESSING DEC. 24	7,838.49
06/02/2025	55384	9226	BLUE SPRINGS MOSQUITO CONTROL	PROFESSIONAL & CONTRACT SERVICES	600.00
06/02/2025	55385	9246	CHARTER COMMUNICATIONS	COMMUNICATIONS-AIRPORT	338.09
06/02/2025	55386	UB REFUND	CAMPBELL, ALLISON	UB refund for account: 005019	99.97
06/02/2025	55387	1305	CENTRAL MI DIST HEALTH DEPT	LAB FEES	305.00
06/02/2025	55388	1336	CINTAS CORPORATION	SUPPLIES	14.95
06/02/2025	55389	1320	CHARTER COMMUNICATIONS	COMMUNICATIONS-MAY25	184.95
06/02/2025	55390	1468	ESCON GROUP, INC	GENERATOR MAINTENANCE	322.50
06/02/2025	55391	1506	FIRST NATIONAL BANK OF OMAHA	CC STATEMENT MAY 25	3,569.14
06/02/2025	55392	2176	MSU EXTENSION-GLADWIN COUNTY	LAB FEES	72.00
06/02/2025	55393	1999	LIL WILLIES INC	CONTRACT SERVICES JUNE 25	50.00
06/02/2025	55394	2435	PITNEY BOWES GLOBAL FINANCIAL SER	CONTRACT SERVICES JUNE 25	465.03
06/02/2025	55395	2500	QUILL CORPORATION	RENT MAR-JUNE 25	272.72
06/02/2025	55396	1806	RICOH USA INC	SUPPLIES	961.08
06/02/2025	55397	2830	USA BLUEBOOK	PROFESSIONAL & CONTRACT SERVICE 3/27-4/2	213.38
06/02/2025	55398	2660	VECTOR TECH GROUP	SUPPLIES	2,638.35
AP TOTALS:					
Total of 31 Checks:					561,839.26
Less 0 Void Checks:					0.00
Total of 31 Disbursements:					561,839.26

Payroll: 5/27/25
City: \$41,467.54

Angel B... 5/25/25

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE ELECTRIC CUSTOMERS OF CONSUMERS ENERGY
COMPANY

CASE NO. U-21911

- Consumers Energy Company requests Michigan Public Service Commission's approval to implement a distribution incentive and disincentive mechanism consistent with the Commission's February 27, 2025 Order in Case No. U-21400.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company One Energy Plaza, Jackson, MI 49201, 800-477-5050, for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company or on the Commission's website at: <https://mi-psc.my.site.com/sl>.
- A pre-hearing will be held:

DATE/TIME: Tuesday, June 3, 2025 at 9:30 AM

BEFORE: Administrative Law Judge Christopher Saunders

LOCATION: Video/Teleconferencing

PARTICIPATION: Any interested person may participate. Persons needing any assistance to participate or who are seeking access to the video/teleconference should contact the Administrative Law Judge's secretary at (517) 284-8130 or by email at LARA-MOAH-R-PSC@michigan.gov in advance of the hearing.

Consumers Energy
Count on Us®

ONE ENERGY PLAZA
JACKSON MI 49202

PRESORTED
FIRST CLASS MAIL
US POSTAGE PAID
CONSUMERS ENERGY CO

102
TR 1

RECEIVED
MAY 22 2025
BY:

*****AUTO**ALL FOR AADC 480

Clerk, City of GLADWIN
1000 W Cedar Ave
Gladwin MI 48624-1814



The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company's (Consumers Energy) April 15, 2025 application requesting the Commission to: 1) approve Consumers Energy's proposed process for implementing the distribution incentive/disincentive mechanism; 2) authorize Consumers Energy to record a regulatory asset for deferred incentive amounts or a deferred liability for deferred penalty amounts calculated in its April 1 annual report; 3) accept Consumers Energy's baseline calculations for the System Average Interruption Duration Index (SAIDI) without Major Event Days (MED)s and All Weather SAIDI metrics, its calculation of the performance targets associated with those metrics, and its identification of the top 10 worst performing circuits in calendar years 2023 and 2024 for use in the distribution incentives/disincentives mechanism; 4) accept Consumers Energy's confirmation of its review and evaluation of its safety standards relative to the requirements of the distribution incentives/disincentives mechanism; and 5) grant Consumers Energy such further relief as may be lawful and appropriate.

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

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by May 27, 2025. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's Legal Department – Regulatory Group, 1 Energy Plaza, EP11-229, Jackson, MI 49201.

The prehearing is scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process for participating in the hearing.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of their wish to make a statement of position. Mich Admin Code, R 792.10413 (Rule 413).

Any person wishing to file a public comment may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should

reference Case No. U-21911. Statements may be emailed to: mpscdockets@michigan.gov. Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917.

All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private. For more information on how to participate in a case, you may contact the Executive Secretary at the above address or by telephone at (517) 284-8090.

Requests for adjournment must be made pursuant to Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and Parts 1 & 4 of the Administrative Hearing Rules of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, R 792.10106(2), (3), (4), (5), (6), and (7); R 792.10121; and R 792.10401 through R 792.10448.

2507-E

Approved by: _____

Date: _____



**Gladwin County District Library
Board of Trustees Regular Meeting
April 15th at 5:00 p.m.
BOARD MINUTES**

Those attending include: President John Rhode, Vice President Lori Fall, Treasurer Bob Frei and Secretary Barb Lyons.

Trustees: Nancy Bodnar, Becky Miller, Kelly Schaller, and Madalyn Steyer.

Also attending: Director John Clextan, Assistant Director Laura Walters, and Branch Manager Terina Barta.

A) Call to Order:

Meeting called to order at 5:00 p.m. by Rhode.

B) Pledge of Allegiance:

Pledge of Allegiance was recited and observed.

C) Approval of Agenda:

With a motion by Frei to approve April 15th, 2025, agenda with an amendment to include swearing in the new board member. Supported by Steyer. Motion carried with 7 ayes.

1. Director Clextan read the Oath of Office to Schaller, who was sworn in.

D) Approval of Minutes:

With a motion by Lyons to approve March 18th, 2025, minutes, supported by Fall. Motion carried with 8 ayes.

E) Reports:

- a. Genealogy- No report
- b. Friends of the Library- No report

F) Public Comments: None

G) Approval to Pay Bills:

With a motion by Frei supported by Lyons to pay bills as follows:

PrePaid(s) bills in the amount of \$28,750.29

Payroll(s) in the amount of \$19,788.67

Unpaid in the amount of \$17,538.09

With a total amount of bills to be paid: \$66,077.05

Motion carried with 8 ayes.

H) Activity Reports as Follows:

Director's Report and Circulation Report, given by Director Clextan. (Full reports available upon request)

Approved by: _____

Date: _____

J) Committee Reports as Follows:

a. Personnel: None

b. Finance: Frei reports that the Williams Fund is volatile with the saving account.

c. Building: Director Clextan reported concerns with the BAC building.

1. Laura's \$1.06/hour rescinded.
2. Rent increase of 10%.
3. Possible extra lease charges for Library's office space.
4. The Building Committee discussed all the options and will meet with the BAC Executive Board to discuss further options before signing the 2025 lease agreement.

d. Permanent Collection Review: None

J) Communication: Director Clextan traveled to Washington D.C and met with the congressional staff where many expressed their support for libraries.

K) Old Business:

a. Update on vacant board opening: Filled

b. Committee assignment:

1. Finance - Lyons
2. Building - Schaller

c. Updated meeting schedule with committee times: Director Clextan presented 2025 Board of Trustees Committee Meeting Calendar

L) New Business:

a. Update and approval of footprint of future library story walk and gardens: Tabled until the next board meeting. However, permission was given to order trees from the Gladwin Conservation District.

M) Board Comments: Bodnar commented that Director Clextan did an excellent job at the Legislative Breakfast.

N) Adjournment:

The meeting adjourned at 6:13 p.m.

Minutes Taken by Laura Walters, Assistant Director and Branch Manager, Terina Barta.

Library Statistics for April 2025

April Usage Statistics 2025												
Door Count/Curbside		Requests Placed			Requests Filled		Computer Use	WiFi	In-person Program Attenda		People/kits, etc	# of Programs
Upstairs Childrens	1132		Gladwin 563		1098		222		1194	Gladwin		
Downstairs Adult	1899		Beaverton 281		744		158		550	Adult Writers		6
Curbside	2		Total		1842		380		1744	Anime		7
Remote Lockers	20						13%↓		2%↓	Ark		17
Gladwin Total	3053	16%↑	Attendance Total							Artist Guild		58
Beaverton Statistics			Gladwin # Adult Programs		12					Baby Time		16
Beaverton Door	1581		Adult Attendance Total		116					Bingo		1
Curbside	1		Gladwin # Youth Programs		24					Book Discussion		5
Remote Lockers	5									Book Worms		4
Beaverton Total	1587	4%↑	Ages 0-5		98					Booked For Lunch		16
GCDL Total	4840	12%↑	Ages 6-11		406					Chess Club		12
			Teen		35					Craft Night		16
New Borrowers	71		4,702 Youth Attendance Total		539					Duplo		6
Gladwin	8		4457							Easter Bunny		40
Beaverton	79		9,159 Total Programs Beaverton							Game Club		8
GCDL TOTAL	15%↓		36%↑ Beaverton # Adult Programs		3					Global Bites		3
Overdrive			649 Adult Attendance Total		53					Homeschool Hangout		30
			313							Hooks and Needles		39
E-Book			17 Beaverton # Y Programs		29					Hot Wheels		2
New Users										← Izzy The dog		448
Checkouts			233							Lego Club		20
Online Magazine										Manga		5
Hoopla	518		Ages 0-5		181					Moms Group		2
Kanopy	19		Ages 6-11		172					Peeps Diorama		16
MEL Interloan			181 Teen 12-18		9					Playdoh		17
			134 Beaverton/Youth Total		362					Pokemon		16
Web Site Visits	3429	24%↑								Puzzle Competition		9
Fax	245									School visits		345
Scans	472									Seed Starting 101		14
Comparison to April 2024										Story and Stem		11
										Story Time		70
										Teen Game		8
										Gladwin Total:		1267
										Beaverton		44
										After School Club		4
										Ark Program		11
										Book Club		7
										Bookend Beautification		6
										Class Visits		289
										D and D		5
										Peep-A-Palooza		3
										Puppet Theater Club		6
										Sourdough Workshop		20
										Storytime		103
										Super Hero Club		3
										Teen/Adult Craft		20
										Tiny Art Show		9
										Beaverton Total:		526
										* Library Total:		1379
											18%↓	14%↑
										Social Media Reach		
										Facebook		
										Reach		6.1
										Percentage		16.3↓%
										Instagram		
										Reach		21
										Percentage		5%↑

Gladwin County Fair Board Meeting Minutes April 15, 2025

- Meeting called to order by Fred Shaver
- Pledge of Allegiance to the flag
- Public Comments
- Director's present
 - Fred Shaver
 - Craig Bergman
 - Megan Vallette
 - Steven Swosinski
 - Tammy Hawbitzel
 - Michelle Jewell
 - Lance Bigham
 - Melissa Maxwell
 - Dennis Maxwell
 - Cristy Gutierrez
 - Beth Bailey
 - Alan Donaldson
 - Mike Nelson
 - Others in attendance
 - Jimmy Bailey
 - Grace Hoag
 - Carol Hoag
 - Lindsie Dillion
 - Sarah Royce
 - Joe Andrist
 - Scott McKenna
 - Audrey Greer
 - Lote Bergman
- Minutes for March 18, 2025 were presented during the April 15, 2025 meeting. A motion was made to accept the minutes by Michelle Jewell and was seconded by Christy Gutierrez. Motion Carried
- Treasure's report was presented by Craig Bergman. In the general account \$8,977.50. Income was \$1,885.00. Bills were \$2,841.39. Motion to accept the Treasure's report was made by Michelle Jewell with Megan Vallette seconding. M/C.
- Correspondence: None
- New Business:
 - Snowmobile
 - None
 - Junior Livestock
 - New barn is all set up
 - Storage
 - Is Saturday
- Fair
 - Indoor vendors are slowly coming in
 - Camping
 - 360 transformer is on ground
 - No 50-amp campers
 - 5 sections
 - 2 spots not selling (eliminate)
 - Consumers will not fix if we do not abide
 - People in weak spots will be moved
 - Will need to look at increasing price

- Steve Swosinski and Dennis Maxwell made the motion to spend the \$2,200.00 to fix the camp ground
 - Concessions
 - Get in the building in may/ the week of fair
 - Would have to carry the insurance
 - Need clarification on whether updates include the off season or just the week of fair
 - Put clause in about going up due to rise in insurance/ electricity
 - Too vague will have to meet with Tylon
 - Director must be present if the fair grounds are rented
- Events:
 - Thursday
 - Figure 8 derby and figure 8 race
 - ~6,800.00 for pay outs
 - Will talk to them about lowering payouts
 - Limit payouts to ~\$5,000.00
 - Craig Bergman and Mike Nelson made the motion. M/C
 - Saturday
 - Changes
 - Added a demo class \$1,700 pay out
 - Upped prices
 - \$7,300.00 for pay out last year
 - \$10,550.00 for pay outs this year.
 - Steve Swosinski made a motion to talk to Anthony about lowering his pay out costs. Dennis Maxwell seconding the motion. Motion Carried
- Motion to adjourn was made by Michelle Jewell with Christy Gutierrez seconding it.

Sincerely,

Megan E. Vallette

April 15, 2025

Mayoral Proclamation

Declaring May 29, 2025,

as

"Chad Donahue Day"

in the City of Gladwin

WHEREAS, Chad Donahue has served as a dedicated and inspiring educator in the Gladwin community for a quarter of a century, using hands-on, real-world science experiences to connect learning with life, and;

WHEREAS, Mr. Donahue's work in botany, zoology, genetics, and environmental science has given students practical tools, critical thinking skills, and a deep appreciation for the world around them, and;

WHEREAS, he is celebrated for his excellence, leadership, and unwavering respect for students—qualities that have earned him the admiration of parents, colleagues, and the wider community;

NOW, THEREFORE, I, Sarah Kile, Mayor of the City of Gladwin, do hereby proclaim May 29, 2025, as "Chad Donahue Day" in honor of his outstanding service and lifelong impact on education in our city.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official seal of the City of Gladwin to be affixed this 29th day of May, 2025.



Mayor Sarah Kile



RESOLUTION TO ADOPT THE FISCAL YEAR 2025-2026 BUDGET AND GENERAL APPROPRIATIONS ACT

WHEREAS, the City Administrator has submitted and filed with the City Council a proposed budget estimating revenues and expenditures for fiscal year 2025-2026 as required by Article XIV, Section 14.2 of the City Charter, and Act 2 of the Michigan Public Acts of 1968, as amended.

WHEREAS, in accordance with Act 2 of the Michigan Public Acts of 1968, as amended, the City Council scheduled a public hearing for June 2, 2025, at 5:00 PM, or as soon thereafter as the agenda permitted, to receive citizen comment on the proposed budget.

WHEREAS, notice of said public hearing was published in a newspaper of general circulation on May 21, 2025, and the public hearing was held on June 2, 2025; and a copy of the affidavit of publication is on file with the City Clerk.

WHEREAS, the City of Gladwin adopts the fiscal year 2025-2026 budget for the various funds by Activity/Department, and City officials responsible for the expenditures are authorized to spend city funds up to, but not to exceed, the total appropriation authorized for each Activity/Department.

NOW, THEREFORE, BE IT RESOLVED, the City Council hereby adopts the fiscal year 2025-2026 budget as presented, and established the following tax levies:

- 14.4772 mills for general operating purposes; and
- 1.9990 mills for the Public Safety millage.

These taxes are to be levied by a general ad valorem tax on all owners of real and personal property within the City, pursuant to the authority granted under the Michigan Constitution, the General Property Tax Act (Act 206 of 1893, as amended), and Article XIV of the City Charter.

BE IT FURTHER RESOLVED, that pursuant to MCL 41.75 all claims (bills) against the City shall be approved by the Gladwin City Council prior to payment. However, the City Clerk and Treasurer are authorized to pay certain bills- primarily for utilities, payroll, and other time-sensitive obligations- prior to Council approval, in order to avoid late penalties, service charges and interest. A list of such claims paid in advance shall be submitted to the City Council for approval at the next regular meeting.

BE IT FURTHER RESOLVED, that the City Treasurer is further authorized and directed to make transfers between various funds as required by the adopted budget.

BE IT FURTHER RESOLVED, that the City Administrator is authorized to transfer up to \$5,000.00 between functions within the same fund, without further Council.

The foregoing resolution was offered by Council Member
Roll Call Vote:

Ayes:

Nays:

Absent:

Abstain:

Resolution declared adopted this 2nd day of June, 2025.

and supported by Council Member .

Marietta Andrist, City Clerk

CERTIFICATE

I, Marietta Andrist, Clerk of the City of Gladwin, do hereby certify the foregoing to be a true and correct copy of the resolution adopted by the Gladwin City Council at a regular meeting held June 2, 2025 at 5:00 PM.

Marietta Andrist, City Clerk

GENERAL FUND	2024-2025	2024-2025	2025-2026
	Actual	Anticipated Final	Proposed Budget
Revenue			
Taxes	1,021,492	1,033,558	1,046,825
Licenses and Permits	36,365	50,536	46,836
Federal Grants	0	0	0
State Grants	354,291	589,503	488,940
Local Unit Contributions	10,500	10,500	10,500
Charges for Services	260,596	458,766	463,216
Fines and Forfeitures	7,592	8,000	10,000
Interest and Rentals	38,514	42,794	34,492
Other Revenues	46,766	50,857	18,500
Other Financing Sources	252,302	95,500	127,500
Total Revenue	2,028,418	2,340,014	2,246,809
Expenditure			
Personnel Services	1,028,258	1,189,526	1,269,824
Supplies	36,941	60,050	53,650
Other Services and Charges	777,109	813,503	904,475
Capital Outlay	43,960	211,472	427,900
Debt Service	0	0	0
Other Financing Sources	72,500	72,500	43,700
Special & Extraordinary Items	728	730	730

Total Expenditures	1,914,919	2,347,781	2,700,279
Net Revenues (Expenditures)	68,922	(7,767)	(453,470)
Beginning Fund Balance	1,845,997	1,845,997	1,838,230
Ending Fund Balance	1,914,919	1,838,230	1,384,760

CEMETERY TRUST FUND

	2024-2025	2024-2025	2025-2026
	Actual	Anticipated Final	Proposed Budget
Revenue			
Charges for Services	750	4,500	3,000
Interest and Rentals	1,891	2,600	2,700
Total Revenues	2,641	7,100	5,700
Net Revenues (Expenditures)	2,641	7,100	5,700
Beginning Fund Balance	229,891	229,891	236,991
Ending Fund Balance	232,532	236,991	242,691

MAJOR STREET FUND

	2024-2025	2024-2025	2025-2026
	Actual	Anticipated Final	Proposed Budget
Revenue			
State Grants	280,840	384,067	389,285
Interest and Rentals	4,536	6,000	6,000
Other Revenues	0	750	0
Other Financing Sources	0	0	0
Total Revenues	285,376	390,817	395,285
Expenditure			
Personnel Services	53,841	65,670	40,510
Supplies	18,554	18,200	11,200
Other Services and Charges	6,854	10,423	10,523
Other Financing Sources	175,000	175,000	185,000
Total Expenditures	254,249	269,293	247,233
Net Revenues (Expenditures)	31,127	121,524	148,052
Beginning Fund Balance	1,459,646	1,459,646	1,581,170
Ending Fund Balance	1,490,773	1,581,170	1,729,222

LOCAL STREET

	2024-2025	2024-2025	2025-2026
	Actual	Anticipated Final	Proposed Budget
Revenue			
State Grants	120,845	158,934	160,753
Interest and Rentals	4,389	5,200	5,200

Other Financing Sources	340,000	195,000	205,000
Total Revenue	465,234	359,134	370,953
Expenditure			
Personnel Services	11,740	12,400	11,850
Supplies	3,789	12,200	12,500
Other Services and Charges	9,933	23,123	20,923
Capital Outlay	121,415	121,415	52,000
Total Expenditures	180,170	216,488	143,633
Net Revenues (Expenditures)	285,064	142,646	227,320
Beginning Fund Balance	799,579	799,579	942,225
Ending Fund Balance	1,084,643	942,225	1,169,545

MUNICIPAL STREET FUND

	2024-2025	2024-2025	2025-2026
	Actual	Anticipated Final	Proposed Budget
Revenue			
Taxes	130,821	132,621	134,500
Interest and Rentals	1,616	1,900	1,900
Other Financing Sources	0	0	0
Total Revenue	132,4737	134,521	136,400
Expenditure			
Other Financing Sources	60,500	10,500	10,500
Total Expenditures and Other Financing Sources	60,500	10,500	10,500
Net Revenues (Expenditures)	71,937	124,021	125,900
Beginning Fund Balance	213,028	213,028	337,049
Ending Fund Balance	284,965	337,049	462,949

PUBLIC SAFETY FUND

	2024-2025	2024-2025	2025-2026
	Actual	Anticipated Final	Proposed Budget
Revenue			
Taxes	132,146	133,896	135,810
State Grants	5,600	5,600	5,600
Interest and Rentals	1,454	1,800	1,800
Total Revenue	139,200	141,296	143,210
Expenditure			
Personnel Services	106,343	113,500	120,800
Supplies	2,743	3,000	500
Other Services and Charges	3,525	3,000	3,000
Capital Outlay	0	0	43,000

Total Expenditure	112,611	119,500	167,300
Net Revenues (Expenditures)	26,589	21,796	(24,090)
Beginning Fund Balance	198,326	198,326	220,122
Ending Fund Balance	224,915	220,122	196,032

MOSQUITO CONTROL FUND

	2024-2025	2024-2025	2025-2026
	Actual	Anticipated Final	Proposed Budget
Revenue			
Taxes	31,410	31,420	31,420
Interest and Rentals	50	50	50
Other Financing Sources	13,800	13,800	0
Total Revenue	45,260	45,270	31,470
Expenditure			
Other Services and Charges	28,050	46,500	30,750
Total Expenditure	28,050	46,500	30,750
Net Revenues (Expenditures)	17,210	(1,230)	720
Beginning Fund Balance	(12,464)	(12,464)	106
Fund Balance Adjustments	13,800	13,800	0
Ending Fund Balance	18,546	106	826

DOWNTOWN DEVELOPMENT AUTHORITY

	2024-2025	2024-2025	2025-2026
	Actual	Anticipated Final	Proposed Budget
Revenue			
Taxes	441,709	441,709	443,000
Federal Grants	0	0	0
State Grants	0	0	0
Interest and Rentals	3,028	3,500	2,500
Total Revenue	444,737	445,209	445,500
Expenditure			
Personnel Services	44,752	53,600	49,000
Supplies	530	2,000	7,000
Other Services and Charge	80,109	112,620	142,300
Capital Outlay	0	0	15,000
Other Financing Sources	282,302	187,302	30,500
Special & Extraordinary Items	856	860	860
Total Expenditure	408,546	356,382	244,660
Net Revenues (Expenditures)	36,1800	88,827	200,840
Beginning Fund Balance	254,312	254,312	343,139

Ending Fund Balance	290,500	343,139	543,979
DRUG LAW ENFORCEMENT FUND	2024-2025	2024-2025	2025-2026
	Actual	Anticipated Final	Proposed Budget
Revenue			
Drug Forfeitures	0	0	0
Interest and Rentals	974	1,200	720
Other Revenues	0	0	0
Total Revenue	974	1,200	720
Expenditure			
Other Services and Charges	9,704	9,800	0
Total Expenditure	9,704	9,800	0
Net Revenues (Expenditures)	(8,730)	(8,600)	720
Beginning Fund Balance	132,113	132,113	123,513
Ending Fund Balance	123,383	123,513	124,233
DNR GRANT/TRAIL EXTENSION FUND	2024-2025	2024-2025	2025-2026
	Actual	Anticipated Final	Proposed Budget
Revenue			
Federal Grants	150,000	150,000	0
Local Unit Contribution	20,000	20,000	0
Reimbursements	6,978	7,000	0
Total Revenue	176,978	177,000	0
Expenditure			
Other Services and Charges	188,962	188,984	0
Total Expenditure and Other Sources	188,962	188,984	0
Net Revenues (Expenditures)	(11,984)	(11,984)	0
Beginning Fund Balance	11,984	11,984	0
Ending Fund Balance	0	0	0
SCHOOL RESOURCE OFFICER	2024-2025	2024-2025	2025-2026
	Actual	Anticipated Final	Proposed Budget
Revenue			
Other Revenue	88,373	89,000	92,000
Total Revenue and Other Sources	88,373	89,000	92,000
Expenditure			
Personnel Services	76,898	84,000	92,562

Other Services and Charges	1,000	1,000	1,000
Total Expenditure and Other Sources	77,898	85,000	93,562
Net Revenues (Expenditures)	10,475	4,000	(1,562)
Beginning Fund Balance	4,001	4,001	8,001
Ending Fund Balance	14,476	8,001	6,439



CAPITAL IMPROVEMENT PLAN CITY OF GLADWIN

2025 - 2026

BS&A Cloud Upgrade	\$30,900
Funding Source: General Fund	
Request Originated By: Admin Staff & IT Consultant	
Website Redesign	\$10,000
Funding Source: General Fund	
Request Originated By: Staff & Council	
City Hall Rehab / Expansion	\$250,000
Funding Source: USDA Low or no-interest loans & DDA Fund	
Request Originated By: Prior City Request/Reserves Established	
Community Center Relocation	\$1,500,000
Funding Source: FEMA, Grants, Loan	
Request Originated By: Staff & Council Observation	
City Hall Server	\$10,000
Funding Source: General Fund	
Request Originated By: Admin Staff & IT Consultant	
City Hall Computer Upgrades	\$16,000
Funding Source: General Fund	
Request Originated By: IT Consultant	
DPW Office & Shop (Re-shingle)	\$22,000
Funding Source: General Fund	
Request Originated By: DPW Staff	
DPW Office Improvements (Floor Tiling)	\$5,000

Funding Source: General Fund
Request Originated By: DPW Staff

Centrifugal Pump & Motor \$6,000
Funding Source: Sewer Fund
Request Originated By: DPW Staff

Equipment Purchase- Salter \$10,000
Funding Source Equipment Fund
Request Originated By: DPW Staff

DPW Office (New Windows) \$5,000
Funding Sources: General Fund
Requested By: DPW Staff

Software- Talon Management System \$15,000
Funding Sources: General Fund/Public Safety
Requested By: Police Department

Street Camera System \$18,000
Funding Source: Public Safety Fund
Request Originated By: Citizen Inquiry / Police Department

Police Server \$10,000
Funding Sources: Public Safety
Request Originated By: IT Consultant

City Park Sign- Entrance \$35,000
Funding Source- General Fund/DDA Fund (Assigned)
Request Originated By: Staff / Citizen Complaint

Dump Station \$20,000
Funding Source: Park Revenues
Request Originated By: Observation & Camper Request

Campground WI/FI System \$35,000
Funding Source: ARPA Funding, FEMA, MEDC
Request Originated By: Citizen Complaint

Ranger Station Relocation **\$160,000**

Funding Source: DDA, Park Fund, Grants, Loan
Request Originated By: Staff Observation

Pavilion / Restroom / Band Shell Stage - City Park **\$600,000**

Funding Source: Grants, Donations, FEMA & General Fund
Request Generated By: Park Staff & Park Commission

Restroom/Shower Building- Upper Campground **\$400,000**

Funding Source: Grants & General Fund
Request Generated By: Staff Observation & Parks Commission

Hard Surface Campsites (10-15 full service) **\$593,956****4 Unit Shower Addition, Clearing, Prep, Water/Sewer, Electric & Paving**

Funding Source: Grants (DNR), FEMA, Park Fund
Request Originated By: Park Staff & Camper Requests

Sewer Line Rehab 1-1.5 Blocks **\$50,000**

Funding Source: Sewer Fund
Request Generated By: DPW Staff

Paving

1. S. Townsend Street, Cedar Avenue to Grout Street **\$90,000**
2. Cayuga Street from Cedar north to Beech St

Funding Source: Street Fund

Request Generated By: Staff Observation & County of Gladwin

Street Projects

1. First Street (M-18 to Spring Street) **\$277,000**
2. Clendening Road (M-18 to Spring St) **\$256,000**
3. James Robertson Drive (First Street to M-61) **\$245,000**
4. First Street (M-18 to James Roberston Drive) **\$411,000**
5. City Park Street **\$52,000**

Funding Source: Street Fund, DDA Fund & Grants

Requested By: Citizen Complaints & Staff Observation

2026 - 2027

Play Area Equipment - City Park **\$175,000**

Funding Source: Grants, General Fund

Request Originated By: Citizen Complaint & Staff Observation

South Park Footbridge Rehab **\$20,000**

Funding Source: Grants, Park Fund

Request Originated By: Citizen Inquiry

North Park Walkway Improvements **\$25,000**

Funding Source: Grants

Request Generated By: Planning & Parks Commission, Citizen Complaints

Sidewalk

1. First St (South side) b/t Bowery & Cayuga St **\$20,000**

2. First St / Arcade to Arcade St / Elk St **\$50,000**

Funding Source: Street Fund

Request Generated By: Planning Commission Inventory

Wastewater Lagoon Maintenance **\$35,000**

Funding Source: Sewer Fund, General Fund

Request Generated By: DPW Staff

2027 - 2028

Vehicle Purchase – DPW Pickup **\$48,000**

Funding Source: General Fund

Request Generated By: DPW Staff

Installation of Pickleball & Corn Hole **\$230,000**

Funding Source: Grants, DDA Fund

Request Originated By: Citizen Inquiry

Vehicle Purchase – Police Vehicle **\$70,000**

Funding Source: Grants

Request Generated By: Police Dept

Sidewalk

1. E. First Street from M-18 / Silverleaf to J.R. Drive **\$150,000**

2. Complete sidewalk from Tool Haus gate to Cedar Avenue **\$75,000**

Funding Source: Street Fund & DDA Fund

Request Generated By: Planning Commission Inventory & Citizen Complaint

Drainage - Phase I Chatterton Street (Hill St to Cedar River) \$500,000

Funding Source: Street Fund, Sewer Fund & DDA Fund

Request Generated By: Planning Commission, DPW & Citizen Complaint

Storm Sewer

Drainage - Phase II Chatterton Street (M-18 to Cemetery St) \$500,000

Funding Source: Street Fund, Sewer Fund & DDA Fund

Request Generated By: Planning Commission, DPW & Citizen Complaint

2028 - 2029

Sewer Line Rehab. 1-1.5 Blocks \$150,000

Funding Source: Sewer Fund

Request Generated By: DPW Staff

Street Projects

1. Cayuga Street (Martin to First) **\$290,000**
(includes sewer line re-hab)

2. Cayuga Street, from Cedar north to Beech St.

Funding Source: Street Fund

Request Generated By: Staff Observation & County of Gladwin

2029-2030

Wastewater Treatment Plant Re-location / Reconstruction \$32,000,000

Funding Source: Sewer Fund, Grants, USDA Loan, ARPA

Request Generated By: DPW Staff

CITY OF GLADWIN
2024-2025 SCHEDULE OF FEES AND CHARGES

Adopted by resolution of the City Council on October 7, 2024

RATES - EFFECTIVE: OCTOBER 8, 2024/ REVISED OCTOBER 21, 2024

WATER RATES

Monthly Base Rate	Current
Non-Metered Service	13.00
Less Than 1" Meter	10.65
1" Meter	14.65
1.5" Meter	19.14
2" Meter	30.35
3" Meter	111.52
4" Meter	142.91
6" Meter	189.00
Fire Suppression - 4" Service	19.00
Fire Suppression - 6" Service	25.00
Fire Suppression - 8" Service	37.00
Bulk Tank + Volume Charge/1,000 Gal	35.00
Other Charges	
17,000 Gallons Or Less (Per Thousand Gallons)	5.33
Over 17,000 Gallons (Per Thousand Gallons)	4.27
Turn On Fee	25.00
Turn Off Fee	25.00
Turn On Or Off Fee - After Regular Business Hours Plus Applicable Employee Hourly Rate	75.00
Replacement Of Damaged/Frozen Meters	200.00
Water Meter Removal	150.00
Re-Install Water Meter	65.00
Tap Fees - Additional Connection Fees May Apply As Established By City Council	
Less Than 1"	600.00
1"	725.00
1.5"	950.00
2"	1,750.00
3"	2,100.00
4"	2,450.00
6"	3,550.00
8"	4,650.00
Additional fee for water connection that crosses street	750.00
For All Services Over 1" Pipe, Property Owner Furnishes Meter To City Specifications	

SEWER RATES		
Monthly Base Rate		12.56
Per Thousand Usage		7.17
Laundromats - Flat Rate		502.35
Non-Metered		32.44
Pre-Treatment		82.00
Tap Fees - Additional Connection Fees May Apply As Established By City Council		
Assessed District	4"	1,200.00
Riverview Subdivision	6"	2,200.00
	8"	3,200.00
Lennon Lane - Tap Fee Plus Connection Fee Schedule		
Other Areas	4"	2,000.00
	6"	3,000.00
	8"	4,000.00
Additional Fee For Sewer Connection That Crosses Street		800.00
GARBAGE RATES		
Monthly Charge		22.00
Extra Carts	2nd	7.00
	3rd	9.00
	4th	11.00
	5th	15.00
WASTEWATER PERMITS		
Residential		100.00
Commercial Or Industrial		500.00
IPP		250.00
STREET OPENINGS		
Permit For Individual Street Opening		25.00
GENERAL REGULATIONS		
Abandoned And Junked Vehicles		20.00
Animals		10.00
Department Of Public Works Mowing		110.00

PARKS AND RECREATION		
Park Entry	Daily	5.00
	Annual	20.00
Dumping Fee (Non-Camping)		10.00
Pet Fee (Per Stay/No More Than 2 Pets)		5.00
Rustic Site	Nightly	25.00
Water & Electric Site	Nightly	38.00
	Weekly (50% Paid At Reservation)	228.00
	Monthly (50 % Paid At Reservation)	912.00
Sanitary Site	Nightly	42.00
	Weekly (50% Paid At Reservation)	252.00
	Monthly (50 % Paid At Reservation)	1,008.00
Small Cabin	Nightly	60.00
	Weekly (50% Paid At Reservation)*	360.00
Large Cabin	Nightly	80.00
	Weekly (50% Paid At Reservation)*	480.00
* Maximum Rental -14 Consecutive Days		
Cancelations	1 Week Prior - 100% Refund	
	2 To 6 Days - 50% Refund	
	Less Than 24 Hours Or No Contact - 0% Refund	
Camp Host Monthly		700.00
Pavilion Reservations	(Non-Refundable) Entry Fee Into Park Required	70.00
North Park Pavilion	Deposit	75.00
	Rental	70.00
Amphitheater	Rental (Not Available)	
BUSINESS REGULATIONS		
Used Auto Dealers		No Fee Established
Peddlers	Daily/Event	37.50
	Weekly	75.00
	Monthly	150.00
	Quarterly	225.00
	Annually	375.00
Junk Yards		No Fee Established
Yard Sale	Permit	5.00
	Failure To Remove Sign	15.00
Liquor License - Police Investigation/Resolution		75.00
Precious Gem License - Annually		50.00
Pawnbrokers License - Annually		100.00

OTHER MISCELLANEOUS CHARGES AND FEES		
Community Garden	Per Plot	20.00
Farmer's Market	Daily	15.00
	Seasonally	150.00
CEMETERY FEES		
Lot Prices	Perpetual Care	250.00
	Resident (Perpetual Care Included)	500.00
	Non-Resident (Perpetual Care Included)	750.00
Grave Openings		
	Adults & Children	500.00
	Infants (Under 1 Year Of Age)	200.00
	Saturdays & Weekdays After 3:00 PM	650.00
	Sundays & Paid Holidays	750.00
	Disinterment	750.00
Cremains		
	Cremation Interment	200.00
	Saturdays And Weekdays After 3:00 PM	450.00
	Sundays And Paid Holidays	550.00
	Cremation Disinterment	300.00
Rush Service Fee		150.00
Foundations		
	Veteran Marker	50.00
	Marker Size 24" And Under	75.00
	Over 24" But Less Than 48"	100.00
	48" And Over	150.00
Use Of Chapel		No Charge
Crypt Opening		225.00
Crypt Lettering (Per Letter)		10.00
Bar For Crypt Lettering		36.00
Perpetual Care (Lots Sold Before Perpetual Care Was Included)		150.00

ADMINISTRATIVE		
Photocopies - Each		0.50
Gladwin County Maps		1.50
Copy Of Tax Receipt		2.00
Fax	First Page	3.00
	Each Additional Page	1.00
Notary Fee - Non-Residents		10.00
Charter Booklet		10.00
Police Report - Standard Paper/Electronic Copy		
	Accident Report	10.00
	Incident Report	10.00
Master Plan Copy		30.00
Returned Check Or ACH Charge		36.00
Code Of Ordinances Book		85.00
Master Plan Change Filing Fee		250.00
Freedom Of Information Act - Requests For Information May Be Charged According To The Statues Under The Freedom Of Information Act.		
PLANNING & ZONING		
Zoning Permit Fee		30.00
Zoning Ordinance Book		35.00
Sign Permit	Temporary	30.00
	Permanent	100.00 Plus Enforcement Fees
Zoning Board Of Appeals Application Fee		250.00
Special Use Request		250.00
Lot Split		350.00
Planning Unit Development/Subdivision Application Fee		550.00
Planning Commission Special Meeting		600.00
Rezoning Request		750.00
Site Plan Review	Projects in denoted categories may be subject to a Review Deposit. A Review Deposit consists of funds set aside in escrow to cover the cost of consultant services (i.e. planning, engineering and legal, environmental etc.) Additional costs beyond the deposit shall be required upon depletion of initial required deposit. Funds not depleted will be returned to the applicant after project close-out.	2500.00 Escrow Deposit



INVOICE

Michigan Municipal League

1675 Green Road
Ann Arbor MI, 48105
Phone: 734-669-6371
Website:
<https://www.mml.org>

City of Gladwin
1000 W. Cedar Ave.
Gladwin, MI 48624-1865

Invoice Number	0004726
Invoice Date	5/19/2025
Invoice Term	30 days
Due Date	6/18/2025

Registrations

Registration for Kimberly Hines
Event 2025 Elected Officials Academy Spring Advanced Summit

Sessions

Session Name	Quantity	Price	Total
2025 EOA Spring Summit Advanced Registration	1	\$260.00	\$260.00

To pay for your order online, follow this

Total: \$260.00
Grand Total: \$260.00
Payment: \$0.00
Balance: \$260.00

link: <https://my.mml.org/expresspayment?id=a11Uu000000fkwx-5ca50e188e45ddcf2ee8933a50ed3e00>

Please pay your invoice promptly. If you have any questions about your invoice please call 734-669-6371 or email registration@mml.org.

Please make checks payable to:

Michigan Municipal League
P.O. Box 7409
Ann Arbor, MI 48107-7409

CITY OF GLADWIN

Expense Summary and Reimbursement

Employee Name Kimberly Hines		Department/Location Amdin / City Hall	
Expense From 05.16.25	Expense Through 05.16.25	Brief Description for Expense Conference	

Day	Purpose	Automotive Expense		Lodging (Attach Receipts)	Meals (Attach Receipts)		Other Expense	Total Expense
		No Miles	Amount		No	Amount		
05.16.25	Mileage to Bay City for Conference	104	\$0.00					\$72.80
			\$0.00					\$0.00
			\$0.00					\$0.00
			\$0.00					\$0.00
			\$0.00					\$0.00
			\$0.00					\$0.00
			\$0.00					\$0.00
			\$0.00					\$0.00
			\$0.00					\$0.00
			\$0.00					\$0.00
			\$0.00					\$0.00
			\$0.00					\$0.00
			\$0.00					\$0.00
MILEAGE RATE .70		TOTAL EXPENSE						\$72.80

Office Use Only	
Check # _____	Date Paid _____
Reference No _____	Date _____
Signed _____	
Approved _____	

TOTAL EXPENSES DISTRIBUTED	TOTAL DISTRIBUTED
LESS ANY CASH ADVANCE	\$
AMOUNT OF REIMBURSEMENT	\$

Professional Services Agreement

PROJECT NAME: HUD Environmental Review Record Services – Gladwin City Park and Campground Restoration and Gladwin Community Center

FISHBECK CONTACT: Paul Jackson

CLIENT CONTACT: Kimberly Hines

CLIENT: City of Gladwin, 1000 West Cedar Ave, Gladwin, MI 48624

Client hereby requests and authorizes Fishbeck to perform the following:

SCOPE OF SERVICES: Scope of services as detailed in our Environmental Review Services proposal submitted to the City of Gladwin on November 14, 2024.

AGREEMENT. The Agreement consists of this page and the documents that are checked:

- ☒ Terms and Conditions for Professional Services
- ☒ Proposal Dated: November 14, 2024
- ☐ Other:

METHOD OF COMPENSATION:

- ☒ Lump Sum for Defined Scope of Services
- ☐ Hourly Billing Rates Plus Reimbursable Expenses
- ☐ Other:

Budget for Above Scope of Services: Seventeen Thousand Dollars (\$17,000). Refer to Fishbeck's Environmental Review Services proposal submitted to the City of Gladwin on November 14, 2024, for a detailed cost breakdown.

ADDITIONAL PROVISIONS (IF ANY): None

APPROVED FOR:

City of Gladwin

ACCEPTED FOR:

Fishbeck

SIGNATURE: _____

NAME: _____

TITLE: _____

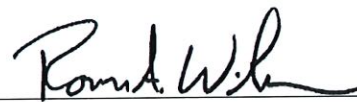
DATE: _____

SIGNATURE: _____

NAME: _____

TITLE: _____

DATE: _____



Roman A. Wilson

Vice President

May 19, 2025

1. **METHOD OF AUTHORIZATION.** Client may authorize Fishbeck to proceed with work either by signing a Professional Services Agreement or by issuance of an acknowledgment, confirmation, purchase order, or other communication. Regardless of the method of authorization, these Terms and Conditions shall prevail as the basis of Client's Agreement with Fishbeck. Any Client document or communication in addition to or in conflict with these Terms and Conditions is rejected.
2. **CLIENT RESPONSIBILITIES.** Client shall provide all requirements, criteria, data, and information for the Project and designate in writing a person with authority to act on Client's behalf on all matters concerning the Project. If Fishbeck's services under this Agreement do not include construction observation or review of Contractor's performance, Client shall assume responsibility for interpretation of contract documents and for construction observation, and shall waive all claims against Fishbeck that may be in any way connected thereto.
3. **HOURLY BILLING RATES.** Unless stipulated otherwise, Client shall compensate Fishbeck at hourly billing rates in effect when services are provided by Fishbeck employees of various classifications.
4. **REIMBURSABLE EXPENSES.** Client shall reimburse Fishbeck for costs incurred on or directly for Client's Project. Reimbursements shall be at Fishbeck's current rate for mileage for vehicles and automobiles, special equipment, and copying, printing, and binding. Reimbursement for commercial transportation, meals, lodging, special fees, licenses, permits, insurances, etc., and outside technical or professional services shall be on the basis of actual charges plus 10 percent.
5. **OPINIONS OF COST.** Any opinions or estimates provided by Fishbeck as to probable construction costs or total project costs will be based on Fishbeck's experience, judgment, qualifications, and general familiarity with the construction industry. Because Fishbeck has no control over market conditions or bidding procedures, Fishbeck does not warrant that actual bids, construction costs, or total project costs will not vary from Fishbeck's opinions or estimates.
6. **PROFESSIONAL STANDARDS.** The standard of care for services performed or furnished by Fishbeck will be the care and skill ordinarily used by members of the subject professional discipline practicing under similar circumstances at the same time and in the same locality. Fishbeck may use or rely upon design elements and information customarily provided by others. Fishbeck makes no warranties, express or implied, under this Agreement or otherwise, in connection with Fishbeck's services.
7. **TERMINATION.** Either Client or Fishbeck may terminate this Agreement by giving ten days' written notice to the other party. In such event, Client shall pay Fishbeck in full for all work performed prior to the effective date of termination, plus (at the discretion of Fishbeck) a reasonable termination charge for services and costs attributable to termination and costs necessary to bring ongoing work to a logical conclusion. Such charge shall not exceed 30 percent of all charges previously incurred. Upon receipt of such payment, Fishbeck will return to Client all documents and information which are the property of Client.
8. **SUBCONTRACTORS.** Fishbeck may engage subcontractors on behalf of Client to perform any portion of the services to be provided by Fishbeck hereunder.
9. **PAYMENT TO FISHBECK.** Invoices will be issued monthly, and will be due and payable upon receipt, unless otherwise agreed. Amounts not paid within 28 days from date of invoice shall accrue interest at a rate of 1 percent per 4-week period. Payments made thereafter will be applied first to accrued interest, and then to unpaid principal. Any attorney's fees or other costs incurred in collecting any delinquent amount shall be paid by Client.

Client agrees to pay on a current basis, in addition to any proposal or contract fee understandings, all taxes including, but not limited to, sales taxes on services or related expenses which may be imposed on Fishbeck by any governmental entity.

If Client directs Fishbeck to invoice another, Fishbeck will do so, but Client agrees to be ultimately responsible for Fishbeck's compensation until Client provides Fishbeck with that third party's written acceptance of all terms of this Agreement and until Fishbeck agrees to the substitution.

In addition to any other remedies Fishbeck may have, Fishbeck shall have the absolute right to cease performing any basic or additional services in the event payment has not been made on a current basis.

10. **HAZARDOUS WASTE.** Fishbeck has neither created nor contributed to the creation or existence of any hazardous, radioactive, toxic, irritant, pollutant, or otherwise dangerous substance or condition at any site, and its compensation hereunder is in no way commensurate with the potential risk of injury or loss that may be caused by exposure to such substances or conditions. Fishbeck shall not be responsible for any alleged contamination, whether such contamination occurred in the past, is occurring presently, or will occur in the future, and the performance of services hereunder does not imply risk-sharing on the part of Fishbeck.
11. **LIMITATION OF LIABILITY.** To the fullest extent permitted by law, Fishbeck's total liability to Client for any cause or combination of causes, which arise out of claims based upon professional liability errors or omissions, whether based upon contract, warranty, negligence, strict liability, or otherwise is, in the aggregate, limited to the greater of \$250,000 or the amount of the fee earned under this Agreement.

To the fullest extent permitted by law, Fishbeck's total liability to Client for any cause or combination of causes, which arise out of claims for which Fishbeck is covered by insurance other than professional liability errors and omissions, whether based upon contract, warranty, negligence, strict liability, or otherwise is, in the aggregate, limited to the total insurance proceeds paid on behalf of or to Fishbeck by Fishbeck's insurers in settlement or satisfaction of Client's claims under the terms and conditions of Fishbeck's insurance policies applicable thereto.

Higher limits of liability may be considered upon Client's written request, prior to commencement of services, and agreement to pay an additional fee.

12. **DELEGATED DESIGN.** Client recognizes and holds Fishbeck harmless for the performance of certain components of the Project which are traditionally specified to be designed by the Contractor.
13. **INSURANCE.** Client shall cause Fishbeck and Fishbeck's consultants, employees, and agents to be listed as additional insureds on all commercial general liability and property insurance policies carried by Client which are applicable to the Project. Client shall also provide workers' compensation insurance for Client's employees. Client agrees to have their insurers endorse these insurance policies to reflect that, in the event of payment of any loss or damages, subrogation rights under this Agreement are hereby waived by the insurer with respect to claims against Fishbeck.

Upon request, Client and Fishbeck shall each deliver to the other certificates of insurance evidencing their coverages.

Client shall require Contractor to purchase and maintain commercial general liability and other insurance as specified in the contract documents and to cause Fishbeck and Fishbeck's consultants, employees, and agents to be listed as additional insureds with respect to such liability and other insurance purchased and maintained by Contractor for the Project. Contractor must agree to have their insurers endorse these insurance policies to reflect that, in the event of payment of any loss or damages, subrogation rights under this Agreement are hereby waived by the insurer with respect to claims against Fishbeck.

14. **INDEMNIFICATION.** Fishbeck will indemnify and hold Client harmless from any third party claim, damage, or liability for injury or loss sustained by any third party, for which Client is legally obligated to pay, to the extent caused by Fishbeck's negligence. Client will defend, indemnify, and hold Fishbeck harmless from any claim, damage, liability, or defense cost arising from this Agreement for injury or loss sustained by any third party except to the extent caused by the negligence of Fishbeck. These indemnities are subject to specific limitations provided for in this Agreement.
15. **CONSEQUENTIAL DAMAGES.** To the fullest extent permitted by law, Client and Fishbeck waive special, incidental, indirect, and consequential damages for claims arising out of, resulting from, or in any way relating to this Agreement or the Project, including, but not limited to, loss of business, use, income, profit, financing, productivity, and reputation.
16. **LEGAL EXPENSES.** If either Client or Fishbeck makes a claim against the other as to issues arising out of the performance of this Agreement, the prevailing party will be entitled to recover its reasonable expenses of litigation, including reasonable attorney's fees. If Fishbeck brings a lawsuit against Client to collect invoiced fees and expenses, Client agrees to pay Fishbeck's reasonable collection expenses including attorney's fees.

17. **OWNERSHIP OF WORK PRODUCT.** Fishbeck shall remain the owner of all drawings, reports, and other material provided to Client, whether in hard copy or electronic media form. Client shall be authorized to use the copies provided by Fishbeck only in connection with the Project. Any other use or reuse by Client or others for any purpose whatsoever shall be at Client's risk and full legal responsibility, without liability to Fishbeck, and Client shall defend, indemnify, and hold Fishbeck harmless from all claims, damages, losses, and expenses, including attorney's fees arising out of or resulting therefrom.
18. **ELECTRONIC MEDIA.** Data, reports, drawings, specifications, and other material and deliverables will be transmitted to Client in either hard copy, digital, or both formats. If a discrepancy or conflict with the transmitted version occurs, the version of the material or document residing on Fishbeck's computer network shall govern. Fishbeck cannot guarantee the longevity of any material transmitted electronically nor can Fishbeck guarantee the ability of the Client to open and use the digital versions of the documents in the future.
19. **GENERAL CONSIDERATIONS.** Client and Fishbeck each are hereby bound, and the partners, successors, executors, administrators, and legal representatives of Client and Fishbeck are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

Neither Client nor Fishbeck may assign this Agreement without the written consent of the other.

Neither Client nor Fishbeck will have any liability for nonperformance caused in whole or in part by causes beyond Fishbeck's reasonable control. Such causes include, but are not limited to, Acts of God, civil unrest and war, labor unrest and strikes, acts of authorities, and events that could not be reasonably anticipated.

This Agreement shall be governed exclusively by the laws of the State of Michigan, and any action arising out of or in connection with Agreement shall occur in the state or federal courts located in Grand Rapids, Michigan.

This Agreement constitutes the entire agreement between Client and Fishbeck and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

End of Terms and Conditions for Professional Services

Environmental Review Services

Project 1: Park and Campground Restoration

Project 2: Gladwin Community Center

City of Gladwin

November 14, 2024

November 14, 2024

Christopher Shannon
City Administrator
City of Gladwin
1000 West Cedar Ave
Gladwin, MI 48624

Proposal for Environmental Review Services

Project 1: City of Gladwin Park and Campground Restoration

Project 2: City of Gladwin Community Center

Fishbeck is pleased to submit our proposal to provide the US Department of Housing and Urban Development (HUD) Environmental Review Record (ERR) services for the City of Gladwin. With extensive experience in HUD-funded projects and regulatory compliance under Title 24 of the Code of Federal Regulations (CFR), Part 58, we are well-prepared to support the City's efforts to restore the City's park and campground and construct a new community center. Our team brings deep expertise in National Environmental Policy Act (NEPA) documentation, infrastructure engineering, and floodplain management, ensuring comprehensive support throughout the review process.

Fishbeck is a Michigan-based, full-service consulting firm with a strong track record in environmental documentation and regulatory compliance for HUD and other federal and state agencies. Our team will manage all aspects of the HUD Part 58 ERR documentation, public engagement, and required consultations to comply with NEPA and other relevant regulations. For the park and campground restoration project, we are ready to provide documentation, consultations with regulatory authorities, and compliance with floodplain regulations, ensuring the project meets all requirements for HUD funding.

Fishbeck is dedicated to helping the City successfully complete these critical initiatives by providing timely, accurate environmental reviews that meet HUD standards. We are excited to bring our expertise to your team and closely collaborate with you to mitigate flood risks and enhance the community's resilience. Thank you for considering us for this important project.

Fishbeck is a Michigan State Housing Development Authority (MSHDA) 2024 prequalified consultant for Group A and Group B services. We confirm we meet the requirements to respond to this RFP as defined by Michigan Economic Development Corporation's (MEDC) staff. We have no conflicts of interest that would affect our ability to enter into a contract if selected and we appreciate the opportunity to provide support to the City under the auspices of this proposal, which is valid for 90 days from the posted date. If you have any questions or require additional information, please contact me at 231.714.9247 or pjackson@fishbeck.com, as I am authorized to submit this proposal on behalf of our firm.

Sincerely,



Paul Jackson
Environmental Specialist

Fishbeck Overview

ESTABLISHED

1956

COMPANY TYPE

100% employee-owned corporation

TOTAL PERSONNEL

650+

HEADQUARTERS

1515 Arboretum Drive, SE
Grand Rapids, MI 49546

WEBSITE

www.fishbeck.com

Fishbeck is a professional architectural/engineering, civil engineering, environmental, and construction services consulting firm that serves educational, governmental, healthcare, commercial, industrial, and private clients. Our range of services and integrated project approach provides our clients with specifically suited, innovative solutions. We are committed to delivering exceptional service, outstanding technical quality, and establishing long-term client relationships. Our specialists are committed to providing creative, value-driven services and exceptional results.

We are listeners, collaborators, and partners. Fishbeck's ability to connect across our numerous in-house disciplines allows us to see the big picture and, because we approach each project from many different perspectives, gives us an unparalleled ability to innovate.



Qualifications and Experience

Fishbeck has an extensive background in providing documentation per the NEPA of 1969 (NEPA; 42 United States Code [USC] 4321 et seq.), the President's Council on Environmental Quality (CEQ) Regulations Implementing the Procedural Provisions of NEPA (40 CFR 1500-1508), and numerous federal agency-specific NEPA requirements, including extensive experience with HUD environmental reviews, U.S. Department of Agriculture, U.S. Environmental Protection Agency, U.S. Department of Veterans Affairs, U.S. Department of Energy, Federal Transit Administration, U.S. General Services Administration, U.S. Army National Guard, U.S. Air Force, and various state agencies delegated NEPA responsibilities by U.S. federal agencies.

Fishbeck has a strong track record of successfully completing HUD 24 CFR Part 58 documentation to help local governments (Responsible Entities or REs) secure funding for HUD-funded projects. This includes preparing categorical exclusions (CatEx) under 24 CFR Part 58.35, EA under 24 CFR Part 58.36, Tiered ERRs for affordable housing under 24 CFR Part 58.15, projects involving "aggregation" under 24 CFR Part

58.32, and projects utilizing HUD's Federal Flood Risk Management Standards (FFRMS) under 24 CFR Part 55 as of April 23, 2024.

In addition, Fishbeck is currently completing HUD 24 CFR Part 58 documentation for numerous REs relating to affordable housing, public space initiatives (lakefront park improvements), downtown revitalizations, utility improvements, and individual homeowner improvements. These ERR services have been, and are being provided, to MSHDA as a result of HUD pass-through grants.

All documentation for HUD-funded projects are being completed through the use of the HUD Environmental Review Online System (HEROS) application. Information pertaining to ongoing HUD-funded ERRs have not been made public and cannot be detailed without permission from the REs. However, Fishbeck would seek approval to discuss these projects, if requested by the City. The following page describes examples of ERRs for completed HUD-funded projects.



**ARCHITECTURE
AND ENGINEERING**



**INFRASTRUCTURE
ENGINEERING**



**ENVIRONMENTAL
SCIENCES**



CONSTRUCTION

ALL IN ONE. It's our mantra at Fishbeck as we strive to make your life easier. With so many services in-house, and so many offices to provide local service, Fishbeck is your all-in-one solutions provider.

Experience and References

PROJECT DATA

Completion Date: 2024

Cost: \$1,943,000

REFERENCE

Jeff Coney

269.659.7233

jconey@sturgismi.gov

DOWNTOWN STURGIS PARKING LOT REPLACEMENT

CITY OF STURGIS | MICHIGAN

Fishbeck helped the City pursue a HUD CPF grant to replace six downtown parking lots, including municipal sewer system infrastructure, as part of the Sturgis Downtown Revitalization Project. The work involved completing a Phase I Environmental Site Assessment (ESA) and a Part 58 environmental review, which included evaluating petroleum-contaminated properties and consulting with the Michigan State Historic Preservation Office (SHPO) under Section 106 of the National Historic Preservation Act (NHPA). The project qualified for a categorical exclusion under Subpart 58.35, allowing the City to move forward with the revitalization, partially funded by federal HUD funds.

PROJECT DATA

Completion Date: 2024

Cost: \$705,000

REFERENCE

LaReina Wheeler

248.544.6767

lwheeler@ferndalemi.gov

MARTIN ROAD PARK IMPROVEMENTS

CITY OF FERNDAL | MICHIGAN

The project was initiated to help the City apply for a HUD CDBG for facility improvements to Martin Road Park. Fishbeck worked with the City and HUD to complete a Part 58 environmental review.

This project was completed with a categorical exclusion under Subpart 58.35, Section A, Subsection 1. The documentation allowed the City to make much-needed improvements at Martin Road Park by using federal funds released by HUD.

PROJECT DATA

Completion Date: 2024

REFERENCE

Gregg Shipman

City Manager

586.469.6818 x315

gshipman@mountclemens.gov

CHERRY STREET MAP REVITALIZATION

DOWNTOWN MOUNT CLEMENS | MICHIGAN

Fishbeck supported the City in securing a HUD CPF grant for a downtown revitalization initiative aimed at creating a pedestrian-friendly plaza, enhancing local connectivity, and boosting tourism. The project included infrastructure improvements and utility upgrades to sustain the revitalization. Fishbeck conducted a 24 CFR Part 58 environmental review, assessing contaminated properties and consulting with the Michigan SHPO under Section 106 of the NHPA. The project qualified for a categorical exclusion, allowing the City to secure partial funding from HUD for the revitalization efforts.

PROJECT DATA

Completion Date: 2024

Cost: \$750,000

REFERENCE

Troy Cox

734.379.3557

tc Cox@rockwoodmi.org

ROADS REPLACEMENT

CITY OF ROCKWOOD | MICHIGAN

Fishbeck helped the City pursue a HUD CPF grant for road replacement by completing a Part 58 environmental review. This included floodplain evaluations, HUD documentation per Part 55, assessment of contaminated properties, and Section 106 consultation with the Michigan SHPO. The project was categorized under a Subpart 58.35 exclusion, allowing for improvements without significant changes to the existing roadways. The completed documentation enables the City to proceed with the road replacement project, partially funded by HUD's release of federal funds.

Personnel and Subconsultant



Paul Jackson, environmental specialist, will be the primary point of contact for the two projects. He holds a Bachelor of Arts in Biology and English from Albion College. Paul has 25 years of experience in environmental due diligence, NEPA environmental assessments, underground storage tanks, wetland determinations/delineations, threatened and endangered species, and asbestos inspection and abatement air monitoring. His primary role is to complete NEPA environmental assessments. He has completed extensive NEPA documentation for HUD, the U.S. Department of Veterans Affairs (VHA and NCA), the U.S. Department of Agriculture, the U.S. Air Force, the U.S. General Services Administration, and various state-level agencies implementing federally funded projects, including the Michigan Department of Transportation and State Veterans Affairs agencies for Texas, Kentucky, Ohio, Pennsylvania, South Carolina, and the Commonwealth of Puerto Rico.



Courtney Dunaj, senior hydrogeologist, will be the project manager for this endeavor. Courtney graduated from Western Michigan University with a Bachelor of Science in Hydrogeology and Environmental Studies. With over seven years of experience in due diligence and hydrogeology. She has conducted hundreds of ESAs for various properties, along with other due diligence reports (e.g., Phase II ESAs, baseline environmental assessments, and due care documents). Courtney is the team leader for Fishbeck's Due Diligence group and is involved in all aspects of project implementation. She thoroughly understands ESAs, due diligence regulatory requirements, project management, and sampling techniques. Her primary role is to assist staff in completing projects, facilitate customer communications, and provide quality control over Fishbeck's processes and outputs.



Brian McKissen is a senior civil engineer. We will leverage Brian's extensive expertise as a subject matter expert, drawing on his deep experience in hydraulic modeling, floodplain management, and mitigation design. With a proven track record in developing floodplain studies, preparing FEMA Hazard Mitigation Grant applications, and overseeing the design and rehabilitation of stormwater systems, Brian is exceptionally qualified to guide us in managing flood risks. His experience includes coordinating floodplain improvement projects, preparing hydraulic models to assess flood impacts, and ensuring compliance with local, state, and federal regulations. Brian's ability to integrate natural channel design and green infrastructure solutions further strengthens his role in addressing complex floodplain challenges. His leadership in reviewing floodplain management plans and providing expert recommendations will be instrumental in the success of our projects. Brian is a certified Floodplain Manager (CFM) by the Association of State Floodplain Managers.

Commonwealth Heritage Group has been a trusted partner of Fishbeck for five years and is approved by SHPO to conduct Section 106 reviews in Michigan. Commonwealth Heritage Group to prepare a Section 106 of the NHPA application for submittal, review, and concurrence by the Michigan SHPO for each project. Commonwealth Heritage Group (3215 Central Street, Dexter, Michigan 48130) is a global cultural and heritage resource management consultancy committed to the possibilities of a prosperous balance between the needs of the future and the uses of the past. Throughout its history, Commonwealth Heritage Group has worked for clients in both the public and private sectors, guiding one successful project after another through the complex regulations that govern the management of prehistoric, historic, architectural, ethnographic, archaeological, and paleontological resources. Along the way, they have earned an industry-wide reputation for creativity, innovation, and leadership.





CERTIFICATE OF LIABILITY INSURANCE



CERTIFICATE OF LIABILITY INSURANCE

FISHTHO-01

CJOHNSON

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

PRODUCER
Collins & Associates
5075 Cascade Rd SE
Grand Rapids MI 49546

INSURED
Fishbeck, Thompson, Carr & Huber, Inc.
dba Fishbeck
1515 Arboratum Drive, SE
Grand Rapids MI 49546

INSURER A: Continental Casualty Company
INSURER B: Axis Specialty Insurance Co
INSURER C: Old Republic Ins Co
INSURER D:
INSURER E:
INSURER F:

DATE (MM/DD/YYYY) 2/29/2024

PHONE (616) 575-2369 FAX (616) 942-1118
E-MAIL info@insuredwithcollins.com

INSURER'S AFFORDING COVERAGE
INSURER A: Old Republic Ins Co
INSURER B: Axis Specialty Insurance Co
INSURER C: Old Republic Ins Co
INSURER D:
INSURER E:
INSURER F:

NAME # 24147

COVERAGES

CERTIFICATE NUMBER: 367610837

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF INSURANCE	INSURED	POLICY NUMBER	DATE OF POLICY	DATE OF EXPIRATION	LIMITS
A. COMMERCIAL GENERAL LIABILITY	FISHTHO-01	MWZ7317013 24	2/1/2024	2/1/2025	\$1,000,000
B. AUTOMOBILE LIABILITY	FISHTHO-01	MWT8317014 24	2/1/2024	2/1/2025	\$2,000,000
C. UMBRELLA LIABILITY	FISHTHO-01	7034241 134	2/1/2024	2/1/2025	\$10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

For Proposal Only

CERTIFICATE HOLDER

FOR PROPOSAL PURPOSES ONLY
1515 Arboratum Drive
Grand Rapids MI 49546
USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



CERTIFICATE OF LIABILITY INSURANCE

FISHTHO-01

CJOHNSON

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PRODUCER
Ames & Gough
889 Willard Street
Quincy, MA 02169

INSURED
Fishbeck, Thompson, Carr & Huber, Inc.
1515 Arboratum Drive
Grand Rapids, MI 49546

INSURER A: Continental Insurance Company A(XV)
INSURER B:
INSURER C:
INSURER E:
INSURER F:

DATE (MM/DD/YYYY) 1/18/2024

PHONE (617) 328-6555 FAX (617) 328-6888
E-MAIL james.boston@amesgough.com

INSURER'S AFFORDING COVERAGE
INSURER A: Continental Insurance Company A(XV)
INSURER B:
INSURER C:
INSURER E:
INSURER F:

NAME # 35289

COVERAGES

CERTIFICATE NUMBER:

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AUTHORIZED REPRESENTATIVE

Approach and Methodology

Project Understanding

Gladwin City Park and Campground is the only one of its kind in the City of Gladwin and supports the local community through local usage and tourism. In May 2020, days of heavy rain in mid-Michigan resulted in a 500-year flood sweeping through the region, causing regional dam failures and massive damage to area communities. The Gladwin City Park and Campground, located mainly in the Federal Emergency Management Agency (FEMA) 100-year floodplain, was not only hard hit with flooding, but the devastation also occurred at the height of the COVID-19 pandemic. The Gladwin City Park and Campground Community Center building was destroyed by flooding and required demolition. In addition, numerous accessory structures and elements were destroyed or damaged and are currently in dire need of repairs and/or replacement. The City of Gladwin and its residents have been working towards restoring the Gladwin City Park and Campground and have just now received funding to complete these efforts.



The Gladwin City Park and Campground has already been awarded grants from the American Rescue Plan of 2021 (ARPA), FEMA, and the Michigan Department of Natural Resources (DNR) Trust Fund for the restoration,

enhancement, and expansion of the Gladwin City Park and Campground. Now, the Gladwin City Park and Campground have been awarded an additional grant from the Department of Housing and Urban Development (HUD) through the Michigan Economic Development Corporation (MEDC) for the construction of flood-resilient improvements to the Gladwin City Park and Campground, including a community pavilion/amphitheater with attached restrooms, a new parking lot supporting the community pavilion/amphitheater, a new upper campground restroom and shower building, a new ranger station, utility upgrades, and a new community center to be added to the east end of the city offices building, located at 1000 cedar avenue. As the majority of the proposed improvements are located within the FEMA 100-year floodplain, grade manipulation will be required to situate finished floor

elevations (FFE) above the 100-year floodplain (aka, base floodplain elevation or BFE).

Environmental Reviews

Fishbeck proposes to complete two 24 CFR Part 58 ERRs for the project, supporting the City's HUD/MEDC-funded response to flooding damage. This will ensure compliance with NEPA, CEQ regulations (40 CFR Parts 1500-1508), and 24 CFR Part 58 requirements. The ERRs will help the City identify specific environmental factors that may arise in the proposed HUD/MEDC-funded project. This review aims to protect people and the environment while ensuring the City complies with all relevant regulations.

Gladwin City Park and Campground Restoration and Community Center

The completion of two 24 CFR Part 58 ERRs for the proposed project has been identified as the appropriate level of effort to meet the requirements of the HUD. Based on the project scope and proposed activities, Fishbeck assumes an Environmental Assessment (EA) will be required to meet HUD Part 58 requirements. Detailed design plans and required permitting are not included in Fishbeck's scope of work.

The compliance efforts for the park and campground restoration project and community center project includes completing two HUD Part 58 ERR in the HUD environmental review online system (HEROS). The projects will require compliance and consultation with regulatory authorities (common); as such, a finding of no significant impact (FONSI) for the ERRs and request for release of funds (RROF) would be published on the City's website for the appropriate period of time for public review of the ERRs, followed by certification of the ERRs, and submittal to HUD for approval and issuance of an "authority of use" for HUD funds.

Wetlands and Floodplains

As the project would be implemented within or proximal to Federal Clean Water Act (CWA) Waters of the U.S. (WOTUS) and Federal Emergency Management Agency (FEMA)-defined floodplains, additional permitting and Compliance efforts would be required before completion of the ERR. HUD requires projects located in wetlands and 100-year floodplains



to comply with Executive Order (EO) 11988 (Floodplain Management), EO 13690 (Establishing a Federal Flood Risk Management Standard [FFRMS]), and EO 14030 (Climate-Related Financial Risk) and HUD has detailed its wetland and floodplain regulations in 24 CFR Part 55 (Floodplain Management and Protection of Wetlands). A Part 55.20 eight-step decision-making process would be completed as part of the ERR, including early and final public notices and other documentation associated with each step. Detailed plans will be required to complete the documentation to comply with HUD's wetland and floodplain requirements. In addition, the project will require NREPA Part 31 (Floodplains) and Part 303 (Wetlands) permits from the Michigan Department of Environment, Great Lakes, and Energy (EGLE) through a joint permit application process coordinated with the U.S. Army Corps of Engineers. These permit efforts are not included in the Professional Services detailed in this proposal; however, they would be required to be completed by others prior to HUD's acceptance and approval of the ERR. In addition, detailed design plans are not included in Fishbeck's scope of work.

The compliance efforts for the projects would include completing two HUD Part 58 ERRs in HEROS. The projects will require compliance and consultation with regulatory authorities (common); as such, a finding of no significant impact (FONSI) for the ERRs and Request for Release of Funds (RROF) would be published on the City's website for the appropriate period for public review of the ERRs, followed by certification of the ERRs and submittal to HUD for approval and issuance of an "authority of use" for HUD funds.

Section 106 Consultation

As part of the HUD Part 58 environmental review efforts and as required by the NEPA, CEQ, and HUD regulations, Fishbeck will partner with an organization approved by the Michigan SHPO to conduct Section 106 of the NHPA reviews and applications in Michigan for submittal to SHPO for concurrence. As part of Section 106 of the NHPA application, a desktop review of available information maintained by SHPO will be conducted and evaluated to determine the presence of aboveground resources (i.e., structures) and potential belowground resources (archeological resources) that may be eligible for listing on the national register of historic places. No invasive or subsurface testing (i.e., shovel testing or test pits) is included in the Section 106 consultation efforts.

Phase I Environmental Site Assessment (ESA)

Fishbeck does not anticipate the need for a Phase I ESA as part of the projects. If one is necessary, Fishbeck will provide a separate proposal for the service at the City's request.

Resources

Fishbeck will partner with Commonwealth Heritage Group to prepare a Section 106 of the NHPA application for submittal, review, and concurrence by the Michigan SHPO for each project. Commonwealth Heritage Group (3215 Central Street, Dexter, Michigan 48130) is a global cultural and heritage resource management consultancy committed to the possibilities of a prosperous balance between the needs of the future and the uses of the past. Throughout its history, Commonwealth Heritage



Group has worked for clients in both the public and private sectors, guiding one successful project after another through the complex regulations that govern the management of prehistoric, historic, architectural, ethnographic, archaeological, and paleontological resources. Along the way, they have earned an industry-wide reputation for creativity, innovation, and leadership.

Technology

HEROS is an internet application for developing, documenting, and managing 24 CFR Part 50 (HUD) and Part 58 (REs) ERRs and covers all levels of ERRs. HUD Part 50 are those projects where HUD legislation does not permit the use of Part 58 and/or applies in cases where a unit of government is not the direct recipient of grant funds and where the evaluation of environmental impacts, including both how the project can affect the environment and how the environment can affect the project, site, and end users (collectively known as NEPA), remain the responsibility of HUD.

HUD Part 58 ERRs are specific to local units of government, states, or Tribes (REs) and are applicable when REs are grant recipients and assume HUD's responsibility to comply with the requirements of NEPA. Fishbeck has extensive experience and knowledge working with HEROS, including guiding REs through the introduction and use of HEROS and the successful completion of ERRs in HEROS for submittal and approval by HUD.

Level of Determination

Based on the location of these projects within the FEMA-defined 100-year floodplains and the types of activities described in the RFP, Fishbeck anticipates these projects are likely to require EAs to be completed to meet HUD Part 58 requirements.



Photo Credit: MLive.com | Jake May

Project Timing and Schedule

Service	Completion Time	Comments
ENVIRONMENTAL REVIEW RECORDS	60 to 90 business days from authorization to proceed and receipt of all materials needed for completion (i.e., permit documentation).	SHPO review of the Section 106 application will require up to 30 days after the ERRs are completed. HUD-required public notices require up to an additional 16 days for public review and at least another 20 days for HUD approval of release of funds. Please note that as part of completing HUD ERRs for projects in floodplains, early floodplain public notices (16 days) and late floodplain public notices (8 days) would be required to be published on the City of Gladwin's website during completion of the HUD documentation. An additional 24 days would be necessary to account for the additional public notices.

Price

Service	Fee Structure	Fee
STANDARD PART 58 ENVIRONMENTAL REVIEW	Lump Sum	\$11,000
SECTION 106 CONSULTATION	Lump Sum	\$6,000
TOTAL COST		\$17,000

Assumptions:



The city park and campground restoration and new community center projects will be awarded together. If proposed projects are awarded separately, additional costs will be incurred.

Fishbeck will receive all pertinent and available environmental, geotechnical, and other documentation related to the project and in possession of the client.

During the completion of the HUD environmental reviews, unknown conditions may occasionally arise that require additional effort over and above the defined scope of services to comply with applicable regulatory standards. Fishbeck will notify the City if a change in the scope of services is required to complete the project. Additional services will not be performed without client approval of any amended scope and fee.

City of Gladwin
RFP #

ATTACHMENT 1 – CERTIFICATION STATEMENT FORM

The undersigned hereby acknowledges Proposer has read and understands all requirements of the above-referenced Request for Proposals (RFP).

OFFICIAL CONTACT: The City of Gladwin requires the Proposer designate one person to conduct official communications regarding this RFP and Proposer's proposal submitted in response to this RFP:

Company (Proposer) Name: Fishbeck
Official Contact Name: Paul Jackson
Email Address: pjackson@fishbeck.com
Telephone Number: 231.714.9247
US Mail Address: 1515 Arboretum Drive, SE, Grand Rapids, MI 49546

By its submission of a Proposal and authorized signature below, Proposer certifies that the information contained in its response to this RFP is true and accurate;

Proposer complies with each of the mandatory requirements listed in the RFP and will meet or exceed the functional and technical requirements specified therein;

Proposer accepts the procedures, evaluation criteria, mandatory contract terms and conditions, and all other administrative requirements set forth in this RFP, and;

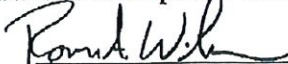
Proposer understands that if selected as the successful Proposer, Proposer will have 10 business days from the date of delivery of final contract to execute the final contract document;

Proposer certifies, by signing below and submitting a Proposal that includes a Cost Proposal for \$25,000 or more, that their company, any subcontractors, or principals are not suspended or debarred by the General Services Administration (GSA) in accordance with the requirements in OMB Circular A-133. (A list of parties who have been suspended or debarred can be viewed via the internet at www.epls.gov).

Proposer's Authorized Representative:

Printed Name: Roman Wilson
Title: Vice President/ Due Diligence and Brownfield Services Director
Email address: rwilson@fishbeck.com
Company (Proposer) Name: 1515 Arboretum Drive SE, Grand Rapids, MI 49546
Address: _____
Telephone Number: 616.575.3824
State of Michigan Professional Engineer License Number(s): _____

SIGNATURE of Proposer's Authorized Representative:



Date: 11/14/2024

City of Gladwin
RFP #

ATTACHMENT 2 – COST PROPOSAL FORM

Proposer to list a lump-sum fee to fulfill the required services and deliverables for each project listed, in accordance with requirements of the above-referenced Request for Proposal (RFP). The summation of individual project fees will be entered into the Cost Proposal calculation described at RFP Article 5.1.C to derive Proposer's point score for the cost proposal portion of the response.

Project	Environmental Review Services – Conducted in Accordance with the Methodology Outlined in Section 2.0 (Scope of Services)	
	Proposer's Lump-Sum In Words	In Numerals
Gladwin City Park	Standard Part 58 Environmental Review Lump Sum will be nine thousand dollars. Section 106 Consultation will be five thousand dollars.	\$9,000 \$5,000
Gladwin Community Center	Standard Part 58 Environmental Review Lump Sum will be two thousand dollars. Section 106 Consultation will be ONE thousand dollars.	\$2,000 \$1,000
Fees assume that both the city park and campground restoration, and new community center projects will be awarded together. if proposed projects are awarded separately, additional costs will be incurred.		
TOTAL	Seventeen Thousand Dollars	\$17,000

PROPOSER: Fishbeck



SIGNATURE of Proposer's Authorized Representative:

11/14/2024

Date: