



**CITY OF ROOSEVELT PARK
CITY COUNCIL MEETING**

AGENDA

February 5, 2024

6:15 p.m.

1. Council Work Session
2. Call to Order and Roll Call
3. Pledge of Allegiance
4. Invocation by Councilmember Crossno
5. Public Comment on Agenda Items

6. Approval of Consent Agenda
 - a. Regular Agenda
 - b. Minutes of the January 15, 2024- Regular City Council Meeting
 - c. List of Bills

7. Unfinished Business

8. New Business
 - a. Board of Review Alternate Appointment-Board Approval
 - b. Ad Hoc Senior Millage Committee- Set Meeting Time and Date
 - c. Vacant Lot Sale Proceeds-Council Discussion
 - d. Egg Hunt Event Date-Council Approval

9. Public Comment

Please state your name and home address
Please limit comments to 3 minutes per individual presentation
(City Council Rules of Procedure: 10/7/2011)

10. Comments from the Mayor and City Council
11. Reports from City Manager, City Attorney & Department Heads
12. Adjournment

American Disability Act Compliance: For access to open meetings of the City Council and any of its committees or subcommittees, the City of Roosevelt Park will provide necessary reasonable auxiliary aids and services, to individuals with disabilities who want to attend the meeting, upon twenty-four-hour notice to the City of Roosevelt Park. Individuals with disabilities requiring auxiliary aids or services should contact the City of Roosevelt Park, City Clerk by writing or calling, 231-755-3721 or call the following: TDD: Dial 7-1-1 and request a representative to dial 231-755-3721.



City of Roosevelt Park

A Proud Community

To: Honorable Mayor and City Council
From: Jared Olson, City Manager
Date: February 2, 2024
Subject: **Monday, February 5, 2024**– CITY COUNCIL MEETING

The following is information pertaining to items on the agenda for your meeting:
COUNCIL WORK SESSION:

1. **City Council Rules and Procedures**-Per discussion at previous council meetings, the attached section of the current Roosevelt Park City Council Rules and Procedures has been requested to be reviewed. Staff has also included numerous other options that other municipalities have included or utilized.
2. **Active Agenda Items**

COUNCIL MEETING:

- a. **Board of Review Alternate Appointment-Board Approval**- An application for one of the two open Board of Review Alternate Seats has been submitted for board approval. This would take effect beginning with the March BOR meeting.
- b. **Ad Hoc Senior Millage Committee- Set Meeting Time and Date**- The next time and date is needed for the second meeting of the Senior Millage Committee for continued discussion on the 2024 millage utilization.
- c. **Vacant Lot Sale Proceeds-Council Discussion- In January of 2024**, the final sale occurred for the city owned vacant lot along Sherman Street which is north of Home Depot. After closing fees, the City has received \$18,400 in unbudgeted funds for FY 2024. Staff is requesting direction on how to utilize these funds.
- d. **2024 Egg Hunt Date**- The City Council has annually sponsored and operated the Roosevelt Park Egg-stravaganza Egg Hunt. The date, time, and location need to be set.

If you have questions, please contact me.



**CITY OF ROOSEVELT PARK
CITY COUNCIL
MEETING MINUTES
January 15, 2024**

This meeting was called to order by Mayor Aaron Langlois at 6:15 p.m.

PRESENT: **Council Members:** Mayor Aaron Langlois, Mayor Pro-Tem Sutton,
Diane Goodman, Fawn Cruz, Stacey Burmeister, Noah Crossno, Matt Johnson

STAFF: City Manager Jared Olson, City Clerk Ann Wisniewski, City Attorney Brennen Gorman,
Chief Shawn Bride

ABSENT: **none**

WORK SESSION

Council discussed Agenda Items:

- MSPS 2024 Summer Tax Collection Agreement – Council Approval
- Maple Grove Engineering Amendment – Council Approval
- List of Bills

Special Guests:

- None

Mayor Langlois called the Council meeting to order at 6:37 p.m.

2023-250 **ROLL CALL**
City Clerk Ann Wisniewski called roll call.

2023-251 **INVOCATION**
Council Member Goodman provided the Invocation.

2023-252 **PUBLIC COMMENT ON AGENDA ITEMS**
None

2023-253 **CONSENT AGENDA**
A motion was made by Council Member Crossno to approve the consent agenda as written. This motion was supported by Council Member Burmeister.
Roll Call: 7 Ayes, 0 Nays - Motion Passes

2023-254 **UNFINISHED BUSINESS**

None

2023-255 **NEW BUSINESS**

8A. MSPS 2024 Summer Tax Collection Agreement

Mayor Pro Tem Sutton moved to authorize the attached agreement with Mona Shores Public Schools for 2024 summer tax collection. This motion was supported by Council Member Cruz.

Roll Call: 7 Ayes, 0 Nays – Motion Passes

8B. Maple Grove Engineering Amendment

Council member Cruz moved to approve the proposal and service amendment with Prien and Newhof for engineering services as presented for the upcoming 2025 Maple Grove/Broadway Reconstruction project and authorize the City Manager to sign the Proposal. This motion was supported by Council Member Goodman.

Roll Call: 7 Ayes, 0 Nays - Motion Passes

2023-256 **COUNCIL COMMENTS**

Council members shared comments.

2023-257 **DEPARTMENT HEAD REPORTS**

Department Heads shared comments.

2023-258 **PUBLIC COMMENTS**

Marcia Hovey-Wright 3430 Pigeon Hill Court Muskegon/Muskegon County update

2023-259 **ADJOURNMENT**

Mayor Langlois moved to adjourn the meeting at 6:52 p.m. This motion was supported by Mayor Pro-Tem Sutton and carried unanimously.

Ann Wisniewski, City Clerk

**CITY OF ROOSEVELT PARK**

A Proud Community
 900 OAK RIDGE ROAD
 ROOSEVELT PARK, MI 49441
 (231) 755-3721

COUNCIL LIST

Tuesday, January 30, 2024

CHECK NUMBER	VENDOR NAME	DESCRIPTION	Invoice #	INVOICE AMT
4368 (E)	SAM'S CLUB	COPY PAPER	10136008739	359.80
			Check Total	359.80
38265	MUSKEGON COUNTY EQUALIZATION	BOR TRAINING	2024BOR	90.00
			Check Total	90.00
4341 (E)	ACCIDENT FUND	WORKERS COMP AUDITED PREMIUM	1001203499	1,969.00
			Check Total	1,969.00
4342 (E)	ADVANCE AUTO PARTS	DIESEL EXHAUST FLUID	538240122753	41.97
		WASHER FLUID	538240199006	13.39
			Check Total	55.36
4343 (E)	BANK OF AMERICA BUSINESS CARD	2802 GLENSIDE LIGHT INSTALL	9326023036	231.00
		ADMINISTRATIVE ASSISTANTS CONFERENCE - S	200012678	250.00
		1099 TAX FORMS	114025275808	25.49
		WIRELESS MOUSE, POST IT NOTES, WEBCAM PD	114709802602	66.47
		SPACE HEATER	114948642227	25.99
		PAPER TOWEL	114052802121	61.28
		MICROSOFT OFFICE SUBSCRIPTION	E0400QEOWI	52.47
		MORSE TRAINING	TRP100192399	250.00
		RANCE TRAINING	TRP100192402	250.00
		OFFICE SUPPLIES	011324	29.62
			Check Total	1,242.32
4345 (E)	BANK OF AMERICA BUSINESS CARD	2024 ANNUAL MI RURAL WATER CONFERENCE	03192024	220.00
		CLUCH CABLE - SNOW THROWER	011224	16.98
		CROSS CONNECTION COURSE	200021358	205.00
			Check Total	441.98
4346 (E)	CITY OF MUSKEGON-WATER DEPT	WATER USE - ACCT # 199340001	010424	3,709.98
		WATER USE - ACCT # 199340201	01152024	22,147.74
		SEWER ACCT # 199342801	01172024	123.52
		SEWER ACCT # 199342701	01052024	20.27
		SEWER ACCT # 199342801	01052024	34.35
			Check Total	26,035.86
4347 (E)	DTE ENERGY	GAS 900 OAKRIDGE RD	01112024	552.43
			Check Total	552.43
4348 (E)	DTE ENERGY	GAS 1572 GARRISON	01112024	662.99
			Check Total	662.99
4349 (E)	DTE ENERGY	GAS 3106 ROOSEVELT RD	01112024	302.25
			Check Total	302.25
4350 (E)	ETNA SUPPLY COMPANY	WATER CONNECTION SUPPLIES	S105206882.0	623.00
			Check Total	623.00
4351 (E)	HOME DEPOT CREDIT SERVICES	PARK SUPPLIES-PICNIC TABLES, EQUIPMENT,	01082024	1,267.59
			Check Total	1,267.59
4352 (E)	KENDALL ELECTRIC	STREET LIGHTS	S113901753.0	271.47

**CITY OF ROOSEVELT PARK**

A Proud Community
 900 OAK RIDGE ROAD
 ROOSEVELT PARK, MI 49441
 (231) 755-3721

COUNCIL LIST

CHECK NUMBER	VENDOR NAME	DESCRIPTION	Invoice #	INVOICE AMT
			Check Total	271.47
4353 (E)	LEAF	COPY MACHINES	15967062	148.53
			Check Total	148.53
4354 (E)	LINDE GAS & EQUIPMENT	ACETYLENE	40665703	53.67
			Check Total	53.67
4355 (E)	MET LIFE	LIFE INSURANCE	02012024	372.23
			Check Total	372.23
4356 (E)	PRINTING SYSTEMS	ELECTION SUPPLIES - AV BALLOT ENVELOPES	230096	286.73
			Check Total	286.73
4357 (A)	BRICKLEY DELONG CPA	AUDITING SERVICES	1242352	870.00
		AUDITING SERVICES	1242407	1,475.00
		AUDITING SERVICES	1242408	8,935.00
			Check Total	11,280.00
4358 (A)	KENT COMMUNICATIONS INC	MAIL COURIER SERVICES - JAN	8876-156711	416.17
			Check Total	416.17
4359 (A)	MUSKEGON CENTRAL DISPATCH 911	CENTRAL DISPATCH FEES - FEB	2400001891	3,786.33
			Check Total	3,786.33
4360 (A)	MUSKEGON CNTY TREASURER	ASSESSING SERVICES JAN-MARCH	0000201037	8,579.00
		DEC DOG LICENSES	0000201049	142.00
		WASTE WATER/BOND PMTS	WWUB112023	35,100.00
		WASTE WATER/BOND PMTS	WWUB122023	35,100.00
			Check Total	78,921.00
4362 (A)	OFFICE MACHINES CO., INC.	COPY MACHINE SERVICE - DEC-JAN	INV70742	99.05
			Check Total	99.05
4363 (A)	PLUMMER'S ENVIRONMENTAL SERVIC	SEWER CLEANING	24176467	11,330.75
			Check Total	11,330.75
4364 (A)	PREIN & NEWHOF, P.C	GLENSIDE ENGINEERING	79304	3,904.95
			Check Total	3,904.95
4365 (A)	WEST MICHIGAN DOCUMENT SHREDDING	SHREDDING SERVICES	138740	42.00
			Check Total	42.00
4366 (A)	WEST MICHIGAN UNIFORM	DPW UNIFORM CLEANING	5794257	50.00
		DPW UNIFORM CLEANING	5796044	50.00
			Check Total	100.00
4367 (A)	WINDEMULLER	TRAFFIC SIGNAL MAINTENANCE - JAN	233309	300.00
			Check Total	300.00
38266	CITY OF MUSKEGON	WATER METER - SHERMAN/WICKHAM	24-0009739	5,455.00
			Check Total	5,455.00
38267	CMP DISTRIBUTORS, INC.			


CITY OF ROOSEVELT PARK

A Proud Community
 900 OAK RIDGE ROAD
 ROOSEVELT PARK, MI 49441
 (231) 755-3721

COUNCIL LIST

Tuesday, January 30, 2024

CHECK NUMBER	VENDOR NAME	DESCRIPTION	Invoice #	INVOICE AMT
	AMMO		79800	1,287.95
			Check Total	1,287.95
38268	COMPASS MINERALS			
	SALT		1278554	3,150.14
			Check Total	3,150.14
38269	DISPLAY SALES			
	FLAGS (US, POW, MI)		INV1813	605.00
			Check Total	605.00
38270	JR ACCOUNTING			
	BANK RECONCILIATIONS		2250	60.00
			Check Total	60.00
38271	MICR GRAPHICS PRINTING			
	ENVELOPES		118229	364.00
			Check Total	364.00
38272	NYE UNIFORM CO.			
	PD UNIFORMS - RYDER		874774	604.50
			Check Total	604.50
38273	PORTER STEEL & WELDING CO.			
	WEAR BARS - PLOW		30216	312.00
	CLOCK TOWER FENCE RAILING		30224	136.00
			Check Total	448.00
38275	TRINITY LUTHERAN CHURCH			
	TREE LIGHTING		011724	100.00
			Check Total	100.00
			Report Total	156,990.05



**CITY OF ROOSEVELT PARK
CITY COUNCIL
WORK SESSION
February 5, 2024**

Rules and Procedures-Agenda Discussion	Date: February 5, 2024
<p>Per discussion at previous council meetings, the attached section of the current Roosevelt Park City Council Rules and Procedures has been requested to be reviewed. The item for review is stated below and staff has also included numerous other options that other municipalities have included or utilized.</p> <p style="text-align: center;">2. <i>Agenda Preparation</i>-The Mayor and members of the Council shall have the right to add items to the regular or work session agenda before it is finalized.</p> <p>This is the only section throughout the entirety of the document of which denotes action items and agenda/packet creation. As such, there is nearly no direction or definition to the above statement and does not appear to coincide with the actual process historically used.</p> <p>Attaches is several other similar sections as cited in other municipal board rules of procedures which offer alternate language and more clear direction to both staff and board members. This is a work session agenda item.</p>	
Signature:	Title: City Manager



CITY OF ROOSEVELT PARK CITY COUNCIL WORK SESSION

1. City of Gladstone (Pop. 5,257)- “The presiding officer or the Commission by a majority vote at a meeting may add an item to the agenda if the item requires prompt action and cannot be deferred to the next regular meeting.”
2. City of Marshall (Pop. 6,862)- “The City Manager shall prepare the agenda of business for all regularly scheduled Council meetings. Any other member or representative of Committees, Boards or 3 of 10 Commissions desiring to place a matter on the agenda shall notify the City Manager of such items by 12 o'clock noon on the Wednesday preceding the next regular meeting. The agenda of business and all related materials shall be available for Council in the afternoon of the Friday preceding the next regular meeting. Items that the City Manager does not receive by the stated deadline shall not be considered by the Council except upon majority consent of the members present.”
3. Village of Lake Isabella (Pop. 1,829)- “Council members submitting an agenda item shall send the item to the Village Manager for inclusion with the meeting packet at least one week prior to the next regularly scheduled Council meeting. Staff professional opinion will be written to accompany the item for discussion. It is understood and accepted that unique circumstances arise which may be in conflict with the required 7 day submission requirement. In such cases, the item shall only be added to the Agenda by a 2/3 vote of the Village Council at the next regular meeting.”
4. Village of Almont (Pop. 2,839)- “Department Heads and all others shall submit written requests for inclusion on the agenda to the Village Manager, Village Clerk, and/or designee with all necessary supporting data. Written presentation shall be submitted by 12:00 noon on the Monday (8 days) preceding the Council meeting for circulation with agendas. Agenda request could be delayed if related information is not received in a timely manner.”
5. City of Davison (Pop. 5,092)-“Resolutions Any member intending to place a resolution on the Council Agenda shall submit to the Clerk a written request and a sample draft copy of the resolution. The Clerk shall record the date and time of the receipt of the request and shall provide a copy of the request and the sample draft copy of the resolution to the City Manager. The request shall be submitted not less than ten (10) business days prior to the Council meeting at which the member wishes the resolution to be considered. The City Manager shall place the item on the agenda under New Business for consideration and disposition by Council at the next regular Council meeting. The Clerk shall include this request for resolution in the pre-meeting packet to be presented to the Council for the next applicable regular Council meeting.

6. City of Richmond (Pop. 5,820)-“The City Manager shall prepare the agenda of business for all regular and special meetings of the City Council. Any member or representative of the City Council, City staff, or City boards, commissions, or committees desiring to place a matter on the agenda shall notify the City Manager of such items by twelve o’clock noon (12:00 P.M.) on the Wednesday preceding the next regular meeting of the City Council. The order of such items on the agenda shall be the same as they were received by the City Manager, unless unusual circumstances exist which warrant changing the order in the sole discretion of the City Manager and shall be placed under the heading of “ITEMS FOR CONSIDERATION”. Items that the City Manager does not receive by the stated deadline shall not be considered by the City Council until the subsequent regular meeting of the Council unless upon majority vote of the City council members, it is determined that the matter shall be considered sooner.
7. Hartland Charter Township (Pop. 15,104)-“A Board member may request an item be considered on a future agenda either by making an oral request at a Township Board meeting or submitting the request in writing to the Township Supervisor or Township Manager at least seven (7) working days prior to the meeting for which the item is requested to be placed on the agenda. Staff professional opinions may be written to accompany the item for discussion and a vote on the matter.”
8. City of Fraser (Pop. 14,572)- “The City Manager, or his/her designate, shall prepare an agenda of business to be considered at each regular Council meeting with the approval of the Mayor. Items of business generally must be submitted eight (8) days prior to the regular meeting held the second Thursday of the month, subject to the discretion of the City Manager and Mayor.”
9. City of Saugatuck (Pop. 865)-“The City Manager or Mayor or City Clerk or his/her designate shall prepare the agenda of business for all regularly scheduled City Council meetings. All matters to be placed on the agenda shall be received in the office of the City Manager by the close of business on the Wednesday preceding the next regular meeting. The order on the agenda of such items shall be determined by the City Manager or Mayor with priority given to items which will have presenters at the meeting.
10. Village of Lake Orion (Pop.2,973)- “To be included on the prepared Agenda, an item of business shall be submitted in written form to the Village Clerk no later than noon on the Tuesday preceding the Regular Meeting. Such written presentation of the item of business shall include sufficient detail to provide Council with full information regarding the scope and cost of any proposal. If such information is not provided, Council reserves the right to set aside action on the proposal until such time as full and complete information is available.

If an item of business is requested and the Village Manager determines that the item requested will require extensive staff research and preparation, the Manager may first prepare a resolution for Council to determine whether to proceed on said item, before staff undertakes extensive time and research.”



**CITY OF ROOSEVELT PARK
CITY COUNCIL MEETING
February 5, 2024**

Item: Board of Review Alternate Position-Application	Date: February 5, 2024
<p>As recruiting new community volunteers has become a struggle across nearly all municipalities and boards, the City Council approved the creation of two Board of Review Alternate positions as to best equip the Roosevelt Park Board of Review and help proactively solve an future attendance issues.</p> <p>The resulting two Board of Review Alternate positions/vacancies were created and posted on the homepage of the website, the local legal news, and on the front door of City Hall numerous times over the last several years. As such, the city has finally received its first ever application for the alternate position and that is attached.</p>	
Financial Impact: None	
Recommendation: Review the attached application and appoint the applicant for a two-year term expiring December of 2025 if the board so desires.	
Signature:	Title: City Manager



Board and Commission Application

900 Oak Ridge Rd. Muskegon, MI 49441
P: (231) 755-3721 F: (231) 755-1442
Email: clerk@rooseveltpark.org



Name: Toby Fredericksen Date: 2-1-24

Address: 3346 Wickham Dr Home Phone: [REDACTED]

Email Address: [REDACTED] Cell Phone: _____

Years as a City Resident: 1 Occupation: Housing Inspector

Background/Interests (Attach additional sheets if necessary):

Construction trades/renovation, Automotive restoration, water sports, gardening.

Please check the board(s) or commission(s) that you would be willing to serve on:

- City Council
- Zoning Board of Appeals
- Downtown Development Authority
- Board of Review
- Planning Commission
- Community Events Volunteer

The above boards typically meet on a monthly basis, with the exception of the ZBA which meets on an "as needed" basis. Quorums are required for any board to act, so attendance is important. Do you feel the other board members can count on your regular attendance so that business can be conducted?

Yes No Seasonally – from _____ to _____

Why would you like to be on the board(s) or commission(s) you have selected: (Please use reverse side if necessary)

I like to see communities grow and I enjoy being part of that process.

Concerns for the City; if any:

The City of Roosevelt Park does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, subcontractors, vendors, and clients.



**CITY OF ROOSEVELT PARK
CITY COUNCIL MEETING
February 5, 2024**

Item: Ad Hoc Senior Millage Committee- Set Meeting	Date: February 5, 2024
<p>A second meeting of the Ad Hoc Senior Millage Committee is needed to continue the process of planning the 2024 events and programs to utilize the local municipal allocation.</p> <p>The formal and final decision will need to be approved by the full board via a resolution which ultimately needs to be signed by the jurisdictions County Commissioner.</p>	
Financial Impact: None	
Recommendation: Set a time and date for the next Ad Hoc Senior Millage Committee meeting.	
Signature:	Title: City Manager



**CITY OF ROOSEVELT PARK
CITY COUNCIL MEETING
February 5, 2024**

Item: Vacant Lot Sales Fund Discussion	Date: February 5, 2024
<p>The final sale and closing have occurred for the city owned vacant lot along Sherman Street which is located north of the Home Depot. After closing fees and title recording costs, the City has received \$18,400 in unbudgeted general funds for FY 2024. Staff is requesting direction on how to utilize these funds.</p> <p>As this was unanticipated revenue, it will be reflected in the first quarter budget amendments and thus direction on a possible expenditure will also be reflected on the upcoming or subsequent budget amendments.</p>	
Financial Impact: Revenue and expense to offset and be reflected in amended operational budget.	
Recommendation: Review possible options for one-time unbudgeted expense utilization and direct staff on action if possible.	
Signature:	Title: City Manager



CITY OF ROOSEVELT PARK CITY COUNCIL MEETING February 5, 2024

Item: Egg Hunt Event Date-Council Approval	Date: February 5, 2024
<p>As winter begins to move out, staff have commenced plans for the upcoming 2024 Easter Egg hunt at the Community Center. As such, the final details are needed to be discussed which includes the following.</p> <ul style="list-style-type: none">• Location details for egg hunt/hunt- Last year the egg hunt was rescheduled from Saturday morning to Sunday afternoon of March 26th and was held in the park with two age groups. This was due to a massive lighting storm. It seemed to be very successful and those corresponding dates for this year would be Saturday March 16th Sunday March 17th. (Easter in 2023 was April 9th and is March 31st this year)• RPPD Siren for official start at 10?• Who will be the bunny?• Other items?	
Financial Impact: None	
Recommendation: Set a date, time, and location for the 2024 egg hunt.	
Signature:	Title: City Manager

MARCH 26, 2023 1:00 PM



MARCH 26, 2023 1:00 PM

EASTER EGG SCRAMBLE

CITY OF ROOSEVELT PARK

COMMUNITY CENTER PARK

(CORNER OF GLENSIDE AND ROOSEVELT)

Remember your baskets for collecting your goodies and a camera to record your memories



**THANK YOU TO OUR
SPONSORS!**



City of Roosevelt Park

A Proud Community

Informational Updates

The following documents are informational updates and documents relating to our community. They are for your information only and no action is requested.



January 16, 2024

Mr. Jared Olson
City Manager
City of Roosevelt Park
900 Oak Ridge Road
Muskegon, MI 49441

Re: City Legal Services

Dear Mr. Olson:

It has been our pleasure to work for the City of Roosevelt Park since 2012.

The Firm's goal has been and continues to be to provide excellent representation to the City. By representing the City of Roosevelt Park, as well as a number of other municipalities, we believe that the City of Roosevelt Park receives a benefit from our experience in other municipalities.

Further, the Firm, as well as its staff and attorneys, have a close connection with the City of Roosevelt Park, including time and money towards community activities and charities operating in the City of Roosevelt Park.

As you are aware, our quote for legal services was through December 31, 2023. Parmenter Law is pleased to offer a four year extension as follows:

<u>Year</u>	<u>Attorneys</u>	<u>Paralegal</u>
2024	\$185	\$95
2025	\$190	\$95
2026	\$195	\$100
2027	\$200	\$100

If you would like to discuss this proposal or desire any further information, I would be happy to meet with you.

Very truly yours,

John C. Schrier

Partner

Direct P: (231) 722-5401

Direct F: (231) 722-5501

Email: john@parmenterlaw.com





Jared D. Olson

From: LEO-MICCentergrants <LEO-MICCentergrants@michigan.gov>
Sent: Tuesday, January 16, 2024 7:59 PM
Subject: Community Center Grant Notification Glitch

Community Center Grant Applicants,

We are writing to inform you that a technical glitch occurred with the EGrAMS platform that prematurely updated the applicant status in some accounts to read that grants were awarded in full. However, the grant review process is **NOT COMPLETED**, and **NO** decisions have been made at this time. We anticipate decisions will be made soon and will be reported this month as was stated before the holiday.

We apologize for the premature notification, and we are working with the software platform to correct the situation.

Thank you for your grace and understanding.

Michigan Community Center Grant Team

Jared D. Olson

From: NICHOLAS W. PAGE
Sent: Tuesday, January 23, 2024 8:20 AM
To: Jared D. Olson
Cc: Kathryn Z. Dibble
Subject: RE: Consumers Energy: Payment Posted

[EXTERNAL EMAIL] Please exercise caution with links and attachments.

Morning Jared, I have released the orders to scheduling. The two services could be energized around 2/7. I will keep an eye out at the schedule. We have a big backlog due to all this weather. So I will keep you informed. Will need the ends of the conduits clearly marked.

Nicholas Page
Senior Project Coordinator Specialist

If you have not had a response within 24 hours, please contact my supervisor
Randy Scott, Supv Customer Energy Mgmt, randy.c.scott@cmsenergy.com



ATTACHMENT II

WESTPLAN FY2023-2026 TIP AMENDMENT 14

The following projects have been submitted as the FY2023-2026 TIP Amendment 14. Please review these projects and prepare for discussion and action at the meeting.



ALL PROJECT SEARCH - STANDARD REPORT

Fiscal Year(s) : 2023, 2024, 2025, 2026

Date: 01/24/2024

Page: 1 of 2

Classification: Public

Fiscal Year	Job Type	Job #	MPO	County	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	ACI/ACC Year(s)	Phase	Phase Status	S/TIP Cycle	Fed Estimated Amount	State Estimated Amount	Local Estimated Amount	Total Estimated Amount	Fund Source	Total Job Cost Incl Non LAP	Action Type	Action Approval Date	Local Fed Approval Date	FHWA Approval Date	FTA Approval Date	Schedule Obligation Date	Actual Obligation Date	Schedule Let Date	Actual Let Date	Federal Amendment Type	S/TIP Exempt	Comments	S/TIP Status							
S/TIP Line Items																																								
2025	Local	214048	West Michigan Metropolitan Transportation Planning Program (WESTPLAN)	Ottawa	Ottawa County	Lincoln St	Intersection of Lincoln and 144th Street	0.001	Traffic Safety	Construct roundabout		CON	Programmed	23-26	\$143,166	\$0	\$47,167	\$190,333	STUL	\$1,537,500.00	Admin Modification	01/23/2024				N/A	10/10/2025	12/05/2025			Phase Budget equal or over 24%		Pending							
2025	Local	214048	West Michigan Metropolitan Transportation Planning Program (WESTPLAN)	Ottawa	Ottawa County	Lincoln St	Intersection of Lincoln and 144th Street	0.001	Traffic Safety	Construct roundabout		CON	Programmed	23-26	\$497,167	\$0	\$612,500	\$1,109,667	CM	\$1,537,500.00	Admin Modification	01/23/2024				N/A	10/10/2025	12/05/2025			Phase Budget equal or over 24%		Pending							
2025	Local	215735	West Michigan Metropolitan Transportation Planning Program (WESTPLAN)	Muskegon	Roosevelt Park	Maple Grove Rd	40' South of Broadway Ave centerline to 69' north of Norton Ave centerline	0.722	Road Rehabilitation	Resurface		CON	Programmed	23-26	\$76,059	\$0	\$19,015	\$95,074	ST	\$603,500.00	Admin Modification	01/11/2024				N/A	10/11/2024	12/05/2024			Phase Budget equal or over 24%	Approved by MPO committees at their January 2022 meetings.	Pending							
2025	Local	215735	West Michigan Metropolitan Transportation Planning Program (WESTPLAN)	Muskegon	Roosevelt Park	Maple Grove Rd	40' South of Broadway Ave centerline to 69' north of Norton Ave centerline	0.722	Road Rehabilitation	Resurface		CON	Programmed	23-26	\$232,000	\$0	\$203,926	\$435,926	STUL	\$603,500.00	Admin Modification	01/11/2024				N/A	10/11/2024	12/05/2024			Phase Budget equal or over 24%	Approved by MPO committees at their January 2022 meetings.	Pending							
2025	Local	215738	West Michigan Metropolitan Transportation Planning Program (WESTPLAN)	Ottawa	Ottawa County	Lincoln St	US-31 to 144th Avenue	2.951	Road Rehabilitation	Resurface		CON	Programmed	23-26	\$960,059	\$0	\$639,941	\$1,500,000	STUL	\$1,752,350.00						N/A	10/11/2024	12/05/2024			Phase Added	Approved by MPO committees at their January 2022 meetings.	Pending							
2025	Thuncline	220426	West Michigan Metropolitan Transportation Planning Program (WESTPLAN)	Muskegon	MDOT	US-31 N	WESTPLAN section	68.832	Traffic Safety	Freeway Signing Upgrade		PE	Programmed	23-26	\$675,000	\$0	\$0	\$675,000	NHG	\$13,288,363.00					01/17/2024	01/24/2024	N/A	10/01/2025	01/07/2028			Phase Added		Pending						
2024	Local	220734	West Michigan Metropolitan Transportation Planning Program (WESTPLAN)	Muskegon	Roosevelt Park	Broadway Ave	Henry Street to 25 feet west of Maple Grove	0.250	Road Rehabilitation	Resurface		CON	Programmed	23-26	\$96,791	\$0	\$53,209	\$150,000	STUL	\$187,500.00						N/A	04/12/2024	06/07/2024			Phase Added		Pending							
GPA Type Subtotals:															S/TIP Line Items		\$2,680,242	\$0	\$1,676,768	\$4,168,000																				
Grand Total:															\$2,680,242	\$0	\$1,676,768	\$4,168,000																						

Total Job Phases Reported: 5

Job Phase(s) highlighted in yellow are delayed to future S/TIP cycle

Preferences: Report Format: Standard

FISCAL Year(s): 2023, 2024, 2025, 2026

MPO/Non-MPO: West Michigan Metropolitan Transportation Planning Program (Muskegon)

County: ALL