



**Economic Development Authority Board (EDA)
Regular Meeting
Jameson Hall - 5142 Bud St
Tuesday August 21, 2018
5:15 p.m.**

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF REGULAR MEETING MINUTES JULY 17, 2018
5. APPROVAL OF SPECIAL MEETING MINUTES JULY 31, 2018
6. PUBLIC COMMENT
7. REPORTS
 - A. ACCOUNTS PAYABLE APPROVAL – JULY
EAST DDA DISTRICT #248 – **CHECK REGISTER**
WEST DDA DISTRICT #250 – **CHECK RESISTER**
WEST DDA GO DEBT SERVICE #396 - **NONE**
 - B. JULY FINANCIAL REPORTS: INCOME/EXPENSE STATEMENT; BALANCE SHEET
EAST DDA DISTRICT #248
WEST DDA DISTRICT #250
WEST DDA GO DEBT SERVICE #396
 - C. BOARD MEMBER EXPIRATION MATRIX
 - D. WATER AND SEWER PROJECT PROGRESS REPORT
8. NEW BUSINESS
 - A. CONSIDER APPROVAL OF PARTICIPATION AGREEMENT WITH CHARTER TOWNSHIP OF UNION BOARD OF TRUSTEES FOR THE CONSTRUCTION OF A 12” WATER MAIN LOOP LOCATED ON PICKARD RD/SUMMERTON RD
 - B. APPROVAL OF BUDGET AMENDMENTS TO THE EAST DDA FUND AND WEST DDA FUND AND RECOMMEND TO THE TOWNSHIP BOARD OF TRUSTEES THAT THEY APPROVE THE AMENDMENT.

C. REVIEW OF BIDS FROM BROADLEAF SUBCOMMITTEE FOR BROADLEAF CONTROL AND HERBICIDE

9. PENDING BUSINESS

A. PICKARD RD BENCHES AND TRASH RECEPTACLES UPDATE FROM APPOINTED SUBCOMMITTEE

B. CONSIDER APPROVAL OF PROPOSAL WITH GOUDREAU ASSOCIATES FOR COMPLETEION OF JAMESON PARK PLANNING AND DESIGN MASTER PLAN. (TABLED AT 7.17.18 MEETING)

10. ADJOURNMENT UNTIL NEXT REGULAR EDA MEETING: SEPTEMBER 18, 2018

**Charter Township of Union
Economic Development Authority Board (EDA)
Regular Board Meeting
Tuesday July 17, 2018**

MINUTES

CALL TO ORDER

Chairman Kequom called to order EDA Board Meeting at 5:17 p.m.

ROLL CALL

Present: Bacon, Hunter, Johnson, Zalud, Kequom, Gunning (arrived at 5:21), Coyne, Figg

Excused: Barz, Smith, Chowdhary

Absent:

Others Present: Mark Stuhldreher – Township Manager, Amy Peak-Building Dept. Clerk, Kim Smith – Public Works Coordinator

APPROVAL OF AGENDA

MOTION by **Johnson** SUPPORTED by **Figg** to APPROVE the agenda as amended. MOTION CARRIED 7-0.

APPROVAL OF MINUTES

MOTION by **Zalud** SUPPORTED by **Bacon** to APPROVE minutes from the June 19, 2018 regular meeting as presented.

MOTION CARRIED 7-0.

PUBLIC COMMENT – None

REPORTS

ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS

Manager Stuhldreher reviewed the accounts payable.

MOTION by **Zalud** SUPPORTED by **Coyne** to **APPROVE** the East DDA payables 6/20/18 – 7/17/18 in the amount of \$83,297.22 as presented. MOTION CARRIED 8-0.

MOTION by **Zalud** SUPPORTED by **Johnson** to **APPROVE** the West DDA payables 6/20/18 – 7/17/18 in the amount of \$318,731.29 as presented. MOTION CARRIED 8-0.

MOTION by Zalud SUPPORTED by Figg to APPROVE the G/O Debt Service Fund payables 6/20/18 - 7/17/18 in the amount of \$275,000.00 as presented. MOTION CARRIED 8-0.

Township Manager Stuhldreher reviewed financial reports.

- This is the last G/O Debt Service Fund Payment.
- Manager Stuhldreher stated that the Township has not received any grass cutting invoices yet.

June Financial reports were RECEIVED AND FILED by Chairman Kequom.

NEW BUSINESS

- A. Approval of proposal with Goudreau Associates for completion of Jameson Park Planning and Design Master Plan – Discussion held and board would like a Building Systems Condition Assessment. The Building Systems Condition Assessment will look at foundation, moisture barrier, windows, doors, roof, shingles, caulking, siding, flashing, plumbing, mechanical, electrical. Board asked to have this added to scope of work. Manager Stuhldreher will discuss with Goudreau to see what may be already included just not stated.

MOTION by **Gunning** SUPPORT by **Bacon** to **TABLE** subject matter 7A until next month's meeting. Motion CARRIED 8-0

PENDING BUSINESS

- A. Broadleaf Control and Herbicide – Discussion held. Manager Stuhldreher stated money has been approved however a service provider has not been obtained at this time. Kequom asked subcommittee of Gunning and Figg to have bids for Broadleaf Control and Herbicide to be placed on the August 21, 2018 agenda.
- B. Benches and Trash Bins Along Pickard Replacement – Discussion held. Money has been budgeted for this project. Preliminary work was done by Mr Barz some time ago. Mark stated we would need to put out an RFP of sorts to secure the

benches and secure a contract to remove the old and install the new. Chair Kequom appointed a subcommittee of Cheryl Hunter, Marty Figg and Ben Gunning to work this project.

- C. East DDA Road Overlay Projects – Manager Stuhldreher will be reaching out to the Road Commission again to indicate the EDA’s desire to have the overlay projects done. If the Road Commissions production schedule allows Mark will request a participation agreement be sent to us from the Road Commission and a special meeting of the EDA Board be called.

GENERAL DISCUSSION:

- Manager Stuhldreher stated that Township Clerk Lisa Cody was named as the Board of Trustees Representative to the Planning Commission.

Reminder of the next scheduled EDA meeting on August 21, 2018.

Meeting was adjourned by Chairman Kequom at 6:06 p.m.

APPROVED BY

Secretary Chowdhary

(Recorded by Amy Peak)

**Charter Township of Union
Economic Development Authority Board (EDA)
Special Board Meeting
Tuesday July 31, 2018**

MINUTES

CALL TO ORDER

Chairman Kequom called to order EDA Special Board Meeting at 12:03 p.m.

ROLL CALL

Present: Kequom, Zalud, Hunter, Gunning, Coyne, Chowdhary, Figg

Excused: Smith, Barz, Bacon, Johnson

Absent:

Others Present: Mark Stuhldreher – Township Manager, Sherrie Teall – Finance Director, Amy Peak-Building Dept. Clerk, Kim Smith – Public Works Coordinator

APPROVAL OF AGENDA

MOTION by **Zalud** SUPPORTED by **Figg** to **APPROVE** the agenda as presented. Motion **CARRIED** 7-0.

PUBLIC COMMENT – None

NEW BUSINESS

- A. Approval of five Participation Contracts with the Isabella County Road Commission (ICRC) for the following roads located within the East Downtown Development Authority (EDDA) district: Airway Drive, Airport Road, Cross Lanes, Carter Street, Betty Lane and Yats Drive.

MOTION by **Figg** SUPPORT by **Hunter** to **APPROVE** contracts as presented. Motion **CARRIED** 7-0.

GENERAL DISCUSSION

Update on findings from the Benches and Trash receptacles sub-committee. Sub-committee will continue looking at options to bring back to the board.

Meeting was adjourned by Chairman Kequom at 12:16 p.m.

APPROVED BY

Secretary Chowdhary

(Recorded by Amy Peak)

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 EDDA CHECKING						
07/27/2018	248	38 (E)	00146	CONSUMERS ENERGY PAYMENT CENTER	1940 S ISABELLA	38.36
					2027 FLORENCE	31.10
					4923 E PICKARD	35.29
					4675 E PICKARD	29.17
					4592 E PICKARD #B	24.90
					4592 E PICKARD #A	35.86
					5771 E PICKARD #B	24.90
					5771 E PICKARD #A	39.83
					5770 E PICKARD #B	25.05
					5770 E PICKARD #A	57.62
					5325 E PICKARD	48.20
					2029 2ND ST	51.50
					5157 E PICKARD #B	24.90
					5157 E PICKARD #A	28.95
					4900 E PICKARD	31.67
						<u>527.30</u>
08/21/2018	248	4040	00257	GOURDIE-FRASER, INC.	WATER MAIN LOOP ENGINEERING SERVICES	13,481.75
					SANITARY SEWER PUMP STATION #1 REPLACEME	1,074.00
					WATER MAIN LOOP BIDDING SERVICES PHASE	4,521.50
					SANITARY SEWER PUMP STATION #1 PRELIM EN	5,997.00
						<u>25,074.25</u>
08/21/2018	248	4041	00450	M M I	PARK BENCH/GROUND MAINT - JULY 2018	697.50
08/21/2018	248	4042	00530	PLEASANT THYME HERB FARM	FLOWER BED/BASKET WTR&WEEDING	3,412.50
08/21/2018	248	4043	00649	THIELEN TURF IRRIGATION, INC.	SERVICE SPRINKLER INFRONT OF FERGUSON'S	154.80
					SERVICE SPRINKLERS WATER PARK/BURGERKING	204.50
					SERVICE SPRINKLERS INFRONT OF HAMPTON IN	78.40
					SERVICE SPRINKLERS ALONG PICKARD	164.90
						<u>602.60</u>

248 TOTALS:

Total of 5 Disbursements:

30,314.15

08/14/2018 12:38 PM
User: SHERRIE
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 07/18/2018 - 08/21/2018

Bank 250 WDDA CHECKING

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
08/21/2018	250	225	00257	GOURDIE-FRASER, INC.	SANITARY SEWER PUMP STATION #14 REHAB	3,760.00
					SANITARY SEWER PUMP STATION #4 PRELIM EN	3,252.00
						<u>7,012.00</u>

250 TOTALS:

Total of 1 Checks:						7,012.00
Less 0 Void Checks:						0.00
Total of 1 Disbursements:						<u>7,012.00</u>

PERIOD ENDING 07/31/2018

GL NUMBER	DESCRIPTION	YTD BALANCE		2018		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2018 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EDDA OPERATING								
Revenues								
Dept 000 - NONE								
248-000-402.000	CURRENT PROPERTY TAX	441,993.16		387,500.00	387,500.00		395,403.52	102.04
248-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	0.00		(4,000.00)	(4,000.00)		0.00	0.00
248-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00		(250.00)	(250.00)		0.00	0.00
248-000-420.000	DELQ PERSONAL PROPERTY CAPT	1,860.58		2,000.00	2,000.00		0.00	0.00
248-000-445.000	INTEREST ON TAXES	1,029.32		500.00	500.00		318.88	63.78
248-000-573.000	STATE AID REVENUE-LCSA	0.00		30,000.00	30,000.00		0.00	0.00
248-000-665.000	INTEREST EARNED	1,514.01		6,300.00	6,300.00		9,379.84	148.89
248-000-671.000	OTHER REVENUE	67.55		100.00	100.00		11,165.54	1,165.54
Total Dept 000 - NONE		446,464.62		422,150.00	422,150.00		416,267.78	98.61
TOTAL REVENUES		446,464.62		422,150.00	422,150.00		416,267.78	98.61
Expenditures								
Dept 000 - NONE								
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	2,648.58		5,570.00	5,570.00		3,027.25	54.35
248-000-801.003	SIDEWALK SNOWPLOWING	375.00		5,500.00	5,500.00		2,350.00	42.73
248-000-801.004	RIGHT OF WAY LAWN CARE	4,000.00		13,000.00	13,000.00		0.00	0.00
248-000-801.005	IRRIGATION / LIGHTING REPAIRS	2,961.56		11,200.00	11,200.00		10,961.55	97.87
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE	9,843.00		18,000.00	18,000.00		14,567.00	80.93
248-000-801.015	STREET LIGHT BANNERS/CHRISTMAS	8,700.00		23,600.00	23,600.00		6,390.50	27.08
248-000-826.000	LEGAL FEES	0.00		500.00	500.00		0.00	0.00
248-000-880.000	COMMUNITY PROMOTION	5,000.00		5,000.00	5,000.00		5,000.00	100.00
248-000-900.000	PRINTING & PUBLISHING	246.78		250.00	250.00		0.00	0.00
248-000-917.000	WATER TO IRRIGATION SYSTEM	4,520.00		12,500.00	12,500.00		3,290.54	26.32
248-000-920.000	ELECTRIC/NATURAL GAS	5,692.39		10,500.00	10,500.00		5,312.07	50.59
248-000-935.000	PROPERTY/LIABILITY INSURANCE	1,162.85		1,400.00	1,400.00		1,206.98	86.21
248-000-940.000	LEASE/RENT	550.00		700.00	700.00		550.00	78.57
248-000-955.000	MISC.	0.00		0.00	0.00		7.00	100.00
248-000-967.000	PROJECTS	0.00		150,000.00	150,000.00		0.00	0.00
Total Dept 000 - NONE		45,700.16		257,720.00	257,720.00		52,662.89	20.43
Dept 336 - FIRE DEPARTMENT								
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	61,665.00		61,600.00	61,600.00		64,013.00	103.92
Total Dept 336 - FIRE DEPARTMENT		61,665.00		61,600.00	61,600.00		64,013.00	103.92
Dept 728 - ECONOMIC DEVELOPMENT								
248-728-967.200	WATER SYSTEM PROJECTS	0.00		0.00	135,000.00		30,753.75	22.78
248-728-967.300	SEWER SYSTEM PROJECTS	0.00		0.00	215,000.00		11,550.00	5.37
248-728-967.400	STREET/ROAD PROJECTS	0.00		0.00	160,000.00		0.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		0.00		0.00	510,000.00		42,303.75	8.29
TOTAL EXPENDITURES		107,365.16		319,320.00	829,320.00		158,979.64	19.17

User: SHERRIE

DB: Union

PERIOD ENDING 07/31/2018

GL NUMBER	DESCRIPTION	YTD BALANCE 07/31/2017		2018		YTD BALANCE 07/31/2018		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2018 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EDDA OPERATING								
TOTAL REVENUES		446,464.62		422,150.00	422,150.00	416,267.78		98.61
TOTAL EXPENDITURES		107,365.16		319,320.00	829,320.00	158,979.64		19.17
NET OF REVENUES & EXPENDITURES		339,099.46		102,830.00	(407,170.00)	257,288.14		63.19

PERIOD ENDING 07/31/2018

GL NUMBER	DESCRIPTION	YTD BALANCE		2018		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2018 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 250 - WDDA OPERATING								
Revenues								
Dept 000 - NONE								
250-000-402.000	CURRENT PROPERTY TAX	494,598.66		490,000.00	490,000.00		601,336.22	122.72
250-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	0.00		(4,000.00)	(4,000.00)		(139.29)	3.48
250-000-420.000	DELQ PERSONAL PROPERTY CAPT	279.02		600.00	600.00		0.00	0.00
250-000-445.000	INTEREST ON TAXES	219.52		250.00	250.00		86.02	34.41
250-000-665.000	INTEREST EARNED	917.49		1,700.00	1,700.00		1,079.17	63.48
Total Dept 000 - NONE		496,014.69		488,550.00	488,550.00		602,362.12	123.30
TOTAL REVENUES		496,014.69		488,550.00	488,550.00		602,362.12	123.30
Expenditures								
Dept 000 - NONE								
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	400.00		870.00	870.00		300.00	34.48
250-000-967.000	PROJECTS	0.00		150,000.00	150,000.00		0.00	0.00
250-000-967.400	STREET/ROAD PROJECTS	200,000.00		0.00	170,000.00		0.00	0.00
Total Dept 000 - NONE		200,400.00		150,870.00	320,870.00		300.00	0.09
Dept 336 - FIRE DEPARTMENT								
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	39,506.00		39,500.00	39,500.00		45,642.00	115.55
Total Dept 336 - FIRE DEPARTMENT		39,506.00		39,500.00	39,500.00		45,642.00	115.55
Dept 728 - ECONOMIC DEVELOPMENT								
250-728-967.300	SEWER SYSTEM PROJECTS	0.00		0.00	200,000.00		11,060.00	5.53
250-728-967.500	SIDEWALK PROJECTS	0.00		0.00	20,000.00		0.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		0.00		0.00	220,000.00		11,060.00	5.03
Dept 996 - TRANSFER OUT								
250-996-999.396	TRANSFER OUT TO WDDA G/O DEBT SERVICE	260,000.00		272,642.00	272,642.00		272,650.00	100.00
Total Dept 996 - TRANSFER OUT		260,000.00		272,642.00	272,642.00		272,650.00	100.00
TOTAL EXPENDITURES		499,906.00		463,012.00	853,012.00		329,652.00	38.65
Fund 250 - WDDA OPERATING:								
TOTAL REVENUES		496,014.69		488,550.00	488,550.00		602,362.12	123.30
TOTAL EXPENDITURES		499,906.00		463,012.00	853,012.00		329,652.00	38.65
NET OF REVENUES & EXPENDITURES		(3,891.31)		25,538.00	(364,462.00)		272,710.12	74.83

PERIOD ENDING 07/31/2018

GL NUMBER	DESCRIPTION	YTD BALANCE 07/31/2017		2018		YTD BALANCE 07/31/2018		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2018 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 396 - WDDA G/O DEBT SERVICE FUND								
Revenues								
Dept 000 - NONE								
396-000-665.000	INTEREST EARNED		29.96	30.00	30.00		6.40	21.33
Total Dept 000 - NONE			29.96	30.00	30.00		6.40	21.33
Dept 961 - TRANSFER IN								
396-961-699.250	TRANSFER IN FROM WDDA		260,000.00	272,642.00	272,642.00		272,650.00	100.00
Total Dept 961 - TRANSFER IN			260,000.00	272,642.00	272,642.00		272,650.00	100.00
TOTAL REVENUES			260,029.96	272,672.00	272,672.00		272,656.40	99.99
Expenditures								
Dept 906 - DEBT SERVICE								
396-906-991.000	BOND - PRINCIPAL		32,526.00	31,130.00	31,130.00		31,130.00	100.00
396-906-996.000	BOND - INTEREST		232,474.00	243,870.00	243,870.00		243,870.00	100.00
396-906-996.001	BOND - PAYING AGENT FEES		0.00	800.00	800.00		0.00	0.00
Total Dept 906 - DEBT SERVICE			265,000.00	275,800.00	275,800.00		275,000.00	99.71
TOTAL EXPENDITURES			265,000.00	275,800.00	275,800.00		275,000.00	99.71
Fund 396 - WDDA G/O DEBT SERVICE FUND:								
TOTAL REVENUES			260,029.96	272,672.00	272,672.00		272,656.40	99.99
TOTAL EXPENDITURES			265,000.00	275,800.00	275,800.00		275,000.00	99.71
NET OF REVENUES & EXPENDITURES			(4,970.04)	(3,128.00)	(3,128.00)		(2,343.60)	74.92
TOTAL REVENUES - ALL FUNDS								
			1,202,509.27	1,183,372.00	1,183,372.00		1,291,286.30	109.12
TOTAL EXPENDITURES - ALL FUNDS								
			872,271.16	1,058,132.00	1,958,132.00		763,631.64	39.00
NET OF REVENUES & EXPENDITURES			330,238.11	125,240.00	(774,760.00)		527,654.66	68.11

Fund 248 EDDA OPERATING

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	972.46
248-000-002.000	SAVINGS	882,654.46
248-000-003.001	CERTIFICATE OF DEPOSIT	505,964.87
Total Assets		1,389,591.79
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	29,786.85
Total Liabilities		29,786.85
*** Fund Balance ***		
248-000-370.379	RESTRICTED FUND BALANCE	1,102,516.80
Total Fund Balance		1,102,516.80
Beginning Fund Balance		1,102,516.80
Net of Revenues VS Expenditures		257,288.14
Ending Fund Balance		1,359,804.94
Total Liabilities And Fund Balance		1,389,591.79

Fund 250 WDDA OPERATING

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH	1,499.08
250-000-002.000	SAVINGS	421,115.44
250-000-002.001	SHARES	53.70
250-000-003.001	CERTIFICATE OF DEPOSIT	601,422.24
Total Assets		1,024,090.46
*** Liabilities ***		
250-000-202.000	ACCOUNTS PAYABLE	7,012.00
Total Liabilities		7,012.00
*** Fund Balance ***		
250-000-370.379	RESTRICTED FUND BALANCE	744,368.34
Total Fund Balance		744,368.34
Beginning Fund Balance		744,368.34
Net of Revenues VS Expenditures		272,710.12
Ending Fund Balance		1,017,078.46
Total Liabilities And Fund Balance		1,024,090.46

Fund 396 WDDA G/O DEBT SERVICE FUND

GL Number	Description	Balance
*** Assets ***		
396-000-001.000	CASH	786.48
Total Assets		786.48
*** Liabilities ***		
Total Liabilities		0.00
*** Fund Balance ***		
396-000-370.379	RESTRICTED FUND BALANCE	3,130.08
Total Fund Balance		3,130.08
Beginning Fund Balance		3,130.08
Net of Revenues VS Expenditures		(2,343.60)
Ending Fund Balance		786.48
Total Liabilities And Fund Balance		786.48

Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Lisa	Cody	11/20/2020
2-Chair	Phil	Squatrito	2/15/2020
3- Vice Chair	Bryan	Mielke	2/15/2021
4-Secretary	Alex	Fuller	2/15/2020
5 - Vice Secretary	Mike	Darin	2/15/2019
6	Stan	Shingles	2/15/2021
7	Ryan	Buckley	2/15/2019
8	Denise	Webster	2/15/2020
9	Doug	LaBelle II	2/15/2019
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1-Chair	Tim	Warner	12/31/2019
2-PC Rep / Vice Chair	Bryan	Mielke	2/18/2021
3-Vice Secretary	Jake	Hunter	12/31/2019
4	Andy	Theisen	12/31/2019
5	Paul	Gross	12/31/2018
Alt. #1	John	Zerbe	12/31/2019
Alt. #2	Taylor	Sheahan-Stahl	2/15/2021
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Doug	LaBelle II	12/31/2018
2	James	Thering	12/31/2018
3	Bryan	Neyer	12/31/2018
Alt #1	Mary Beth	Orr	1/25/2019
Citizens Task Force on Sustainability (4 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Laura	Coffee	12/31/2018
2	Mike	Lyon	12/31/2018
3	Jay	Kahn	12/31/2018
4	Phil	Mikus	11/20/2020
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Colin	Herron	12/31/2019
2	Richard	Jakubiec	12/31/2019
3	Andy	Theisen	12/31/2019
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2018
2	John	Dinse	12/31/2019
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2019
2	Lynn	Laskowsky	12/31/2021



Board Expiration Dates

EDA Board Members (11 Members) 4 year term			
#	F Name	L Name	Expiration Date
1	Thomas	Kequom	4/14/2019
2	James	Zalud	4/14/2019
3	Richard	Barz	2/13/2021
4	Robert	Bacon	1/13/2019
5	Ben	Gunning	11/20/2020
6	Marty	Figg	6/22/2022
7	Sarvjit	Chowdhary	1/20/2022
8	Cheryl	Hunter	6/22/2019
9	Vance	Johnson	2/13/2021
10	Michael	Smith	2/13/2021
11	David	Coyne	3/26/2022
Mid Michigan Area Cable Consortium (2 Members)			
#	F Name	L Name	Expiration Date
1	Kim	Smith	12/31/2020
2	Vacant		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Brian	Smith	12/31/2019
Sidewalks and Pathways Prioritization Committee (2 year term)			
#	F Name	L Name	Expiration Date
1 BOT Representative	Phil	Mikus	7/26/2019
2 PC Representative	Denise	Webster	8/15/2020
3 Township Resident	Sherrie	Teall	8/15/2019
4 Township Resident	Jeremy	MacDonald	10/17/2018
5 Member at large	Connie	Bills	8/15/2019



August 21, 2018

DDA Water & Sewer Projects Progress Report

Project Description: Pickard Road Water Main Loop – Pickard Rd. to Summerton Rd. north to Entrance SCIT Water Park/Greensuites

Project OPC: \$268,432.50

Anticipated Project Schedule:

Engineering: Completed May 2018 - DDA review/ June 2018 meeting

Permitting: 6 - 8 weeks

Bidding: Bids Due 7- 25- 2018 10:00 a.m.

Construction: Commencement within 30 days of Signed Contract or Notice to Proceed/90 calendar days substantial completion & 30 calendar day final completion = 120 days contract

Project Status:

Engineered Drawings and Specifications Commenced/Preliminary Design Completed/Final Design Completed

Permits Applied For:

MDEQ Act 399 Permit - Received

Isabella County Road Commission - Applied for May 2018/Rcvd July 27, 2018

Isabella County Soil Erosion - Received

Isabella County Drain Commission - Received

MDOT Permit - application after construction contract award/contractor required for application

Activities Performed During this Reporting Period:

Engineering Contract Approved 4-17-2018

Engineering Design

Preliminary Engineering (100%)

Topo Survey (100%)

Plans and Specifications Submitted to DDA Board 6-19-2018 meeting

Final Engineering (100%)

Bidding (100%)

Activities Planned for Next Reporting Period:

Construction Contractor Award - Township Board of Trustees

Participation Agreement - DDA/Township Board of Trustees (joint funding)

Issues/Resolution:

Requested DEQ variance for placement of water main in right-of-way - approved

(requested variance distance between sanitary sewer and storm sewer due to large amount of utilities/fiber optic in right-of-way)

Project Changes:

bid documents will reflect bids to open cut/directional drill Pickard Road (as designed) as well as include bid for directionally drilling entire water main on Pickard Road



August 21, 2018

DDA Water & Sewer Projects Progress Report

Project Description: Pump Station #1 Rehabilitation & Upgrade

Project OPC: \$428,525.00

Anticipated Project Schedule:

Engineering: 100 days/ September 2018

Permitting: 6 - 8 weeks

Bidding: Late 2018 - 30 day bid period

Construction: Spring 2019 - 120 day contract (depending on pump delivery)

Site survey performed by GFA to gather information for design purposes

Engineering Design

 Preliminary Engineering (50%)

 Topo & Easement Survey (100%)

 Final Engineering and Design (Township review and permitting agencies changes - if required)

Activities Planned for Next Reporting Period:

Continue engineering and design

Issues/Resolution:

NA

Project Changes:

NA



August 21, 2018

DDA Water & Sewer Projects Progress Report

Project Description: Pump Station #14 - May Street Rehabilitation & Upgrade

Project OPC: \$277,550.00

Anticipated Project Schedule:

Engineering: 45 days/ July 2018

Permitting: 6 - 8 weeks

Bidding: 20 - 30 day bid period

Construction: Fall 2018 - 120 day construction schedule

Site survey performed by GFA to gather information for design purposes

Engineering Design

Preliminary Engineering (100%)

Topo & Easement Survey (100%)

Final Engineering and Design (100%) - Submittal to Township and DDA on 8/25/2018

Permit submittals (100%)

MDEQ Part 41 Permit

Isabella County Road Commission

Isabella County Soil Erosion

Activities Planned for Next Reporting Period:

Project Bidding

Issues/Resolution:

NA

Project Changes:

NA

REQUEST FOR EDA BOARD ACTION

To: Mark Stuhldreher - Township Manager **DATE:** August 13, 2018
FROM: Kim Smith – Public Works Coordinator **DATE FOR BOARD CONSIDERATION:** August 21, 2018
ACTION REQUESTED: Approval of Participation Agreement with the Charter Township of Union Board of Trustees for the construction of a 12” water main loop located on Pickard Road/Summerton Road extending to the Saginaw Chippewa Indian Tribe Water Park and Green Suites Hotel entrance drive.

Current Action Emergency

Funds Budgeted: If Yes Account # _____ No N/A

Finance Approval _____

BACKGROUND INFORMATION

In February of 2018, the Economic Development Authority Board (EDA) approved a 2018/2019 Project List for both the East and West DDA districts. As part of this list the DDA Board approved looping the water main on Pickard Road east to Summerton Road north to the Saginaw Chippewa Water Park and Green suites entrance drive.

SCOPE OF SERVICES

Extension of approximately 1,743 feet of 12” water main on the north side of Pickard Road between Saginaw Chippewa Indian Tribe Water Park and former Mid Michigan Community College building extending east to Summerton Road then extending north to connect to 8” water main adjacent to Green Suites Hotel.

JUSTIFICATION

Completion of the water main looping project will benefit the residents and business owners within the DDA District by increasing water reliability, and fire protection.

PROJECT IMPROVEMENTS

Board of Trustees goals addressed by this agreement (From Policy 1.0: Global End).

- 1. Community well-being and common good**

COSTS

Project Item	Total
Engineering Contract	\$55,000.00
Construction including 10% Contingency	\$303,957.50
Total Project Cost	\$358,957.50

PROJECT FUNDING

The total project funding resources is being split between the EDDA and the Charter Township of Union Water Fund as follows:

Project Item	EDA Participation	Township Participation	Total
Engineering Contract	\$55,000.00		\$55,000.00
Construction including 10% Contingency	\$124,478.75	\$179,478.75	\$303,957.50
Total Resources	\$179,478.75	\$179,478.75	\$358,957.50

PROJECT TIME TABLE

Work to be substantially completed within 90 calendar days after contract commencement and final completion within 30 days after that.

RESOLUTION

Approval of Participation Agreement with the Charter Township of Union Board of Trustees for the construction of a 12" water main loop located on Pickard Road/Summerton Road extending to the Saginaw Chippewa Indian Tribe Water Park and Green Suites Hotel entrance drive.

Resolved by _____ Seconded by _____

- Yes:
- No:
- Absent:

EDA Chairperson

Economic Development Authority Participation Contract

This Agreement is made and entered into by and between the Charter Township of Union Board of Trustees, County of Isabella, hereinafter referred to as the “**Township Board**” and the Economic Development Authority Board for the Charter Township of Union, County of Isabella, hereinafter referred to as the “**EDA**”, for the following improvements:

Water Main Loop Pickard/Summerton Road to SCIT Parcel Project	
Estimated Construction Cost before Contingency	\$276,325.00
Plus 10% Construction Contingency	\$ 27,632.50
Engineering Contract	<u>\$ 55,000.00</u>
Total Project Estimated Cost	<u>\$358,957.50</u>
Charter Township of Union Share	\$179,478.75
EDA Share	<u>\$179,478.75</u>
Total Project Resources	<u>\$358, 957.50</u>

Payment as stated above will be due upon receipt of invoice. Projects which carryover between fiscal years may be billed as the ratio of costs incurred to date.

The undersigned EDA officials, by executing this agreement, certify they are authorized to enter into this agreement on behalf of the EDA.

UNION TOWNSHIP, EDA

Charter Township of Union Board of Trustees

By: _____
Thomas Kequom, Chair

By: _____
Mark Stuhldreher, Manager

EDA Approval on: _____

Board Approval on: _____



August 6, 2018

Ms. Kim Smith
 Utility coordinator
 Union Township EDA
 2010 South Lincoln Road
 Mt. Pleasant, MI 48858

RE: Water Main Loop Pickard / Summerton Road to SCIT Parcel - Bid Price Review
 GFA Project No. 18112

Dear Kim:

We have reviewed the bids received on Wednesday, July 25, 2018 for the above referenced project. The Four (4) responsive bidders to the project and their base bid price are summarized as follows:

	Bid – Alternate 1	Bid – Alternate 2
1. B&L Excavating	\$269,290.00	0.00
2. Crawford Contracting	\$276,795.00	\$318,900.00
3. Isabella Corporation	\$282,455.00	\$276,325.00
4. Sterling Excavation	\$331,159.00	\$309,404.00

The project was bid to allow two (2) alternates to install the water main, 1) Open Cut entire route or 2) Directional Drill Pickard Road to minimize impact to above and below ground amenities. Upon review of the bid prices, the total project costs for both alternatives received were higher than original engineer estimate of \$206,332.50. This cost estimate was originally generated and approved by the EDA and Township Board in April 2018. A synopsis and comparison review to identify the disparity in pricing was completed by GFA and presented below.

A. Original November 2017 Opinion of Probable Construction Costs (OPCC) Summary:

The estimate was prepared based on information available which was limited at the time. We were able to render a sketch and establish a layout for the water main based upon Google Earth, with the following assumptions:

- Costs associated with this opinion were based on averages costs we have seen in the past and was cited in the estimate in the footer section.
- One (1) creek crossing by method of directional drilling
- The connections for both ends were to be to existing C-900 water mains, the connection at the west was to be a 12" and the one to the north an 8".
- No water service lead was included in this estimate.
- No trees were to be removed.



B. GFA Design and OPCC Update Summary:

Once we obtained a topo and had a MissDig completed, we found that the entire route along Pickard Road was occupied with existing pipes from storm, sanitary, large oil pipes and fiber lines making the proposed layout a tougher project. At this point we created another OPCC adding in the additional items and came up with an average cost of \$227,859.00 and with the contingency we were at a total of \$250,644.00.

The following specific items were identified and modified both the scope of the project and increased the cost:

- The county drain under Summerton Road was actually a 96" diameter structure which required us to increase the length of the drill piping just to get 6' of cover under the drain.
- The record info of the existing water mains were sent to us and it was determined that a tapping sleeve and valve would have to be placed on an existing HDPE pipe along Pickard Road. Tapping a HDPE pipe is not a typical connection and a special adaptor would have been needed. This also increased the cost of the project.
A water service lead to an existing parcel along Summerton Road was added at the request of the Township.
- The location of the existing 8" water main connection to the north of SCIT was located and found to be approximately 100' west of Summerton road, thus increasing the amount of water main to be installed.

C. Bid Price Summary

Based upon our review of the unit prices, it was perceived there was a substantial increase to specific bid items including sidewalk and asphalt in comparison to the original budget. In addition to the cost increase of these specific bid items, with the economy, GFA is currently seeing contractor labor and material prices drastically higher than previous years (20 - 30%).

D. Construction Summary

By adjusting the quantities within the bid we could reduce the cost of B&L's open cut bid to \$251,245.00 and reduce Isabella Corporations Directional Drill Bid to \$261,232.00 (see attached spreadsheet). The Directional Drilling option would save a lot of the landscaping that is currently in place along Pickard Road. B & L Excavating is a fairly new company and capable of doing this work. B & L Excavating is a spin-off of Bartz Construction who constructed most of the water main infrastructure for Union Townships East side in the mid 80's. Isabella Corporation, local to Union Township has completed many projects for the Township over the past 30 years.



Recommendation

Please be aware that the Township/EDA always reserves the right to deviate and can add/ remove bid items and GFA will assist with this process. GFA will continue to work with the chosen contractor on cost reduction as there is little room for extras as a result of unknown field conditions that could be encountered. Review of references provided and based upon our past experiences, we would recommend B & L Excavating or Isabella Corporation to do this work. B & L Excavating would open cut the project along Pickard Road and Isabella Corporation would directional drill which would require pilot holes for this pipe installation and require minor cleanup.

Best Regards,

A handwritten signature in black ink, appearing to read 'J. Hodges', written over the typed name and title.

Jennifer Hodges, P.E.
Project Manager

A handwritten signature in blue ink, appearing to read 'Craig Goodrich', written below the typed name and title.

Craig Goodrich
Engineering Dept. Manager

OPINION OF PROBABLE CONSTRUCTION COST

CHARTER TOWNSHIP OF UNION
WATER MAIN LOOP: PICKARD/SUMMERTON RD. TO SCIT PARCEL
GFA PROJECT NO. 17029U
November 27, 2017

No.	Item	Estimated Quantity	Unit	Unit Price	Item Cost
1	Water Main, C900, 12"	1,875	LF	\$52.00	\$97,500
2	Water Main, Dir. Drill HDPE, 12"	90	LF	\$115.00	\$10,350
3	Gate Valve & Box, 12"	2	LF	\$3,500.00	\$7,000
4	Fire Hydrant Assembly	3	EA	\$4,500.00	\$13,500
5	Connect to Existing	2	EA	\$6,500.00	\$13,000
6	Driveway Patch, Asphalt	250	SY	\$50.00	\$12,500
7	Sidewalk Remove & Replace, Concrete	3,850	SF	\$6.00	\$23,100
8	Curb Remove & Replace, Concrete	105	LF	\$25.00	\$2,625
9	Site Restoration	1	LS	\$8,000.00	\$8,000
ESTIMATED CONSTRUCTION COST					\$187,575.00
TOTAL ESTIMATED CONSTRUCTION COST (INCLUDING 10% CONTIGENCY)					\$206,332.50
TOTAL ENGINEERING COST					\$62,100.00
TOTAL PROJECT COST					\$268,432.50

- These costs are based on preliminary information. The actual site conditions may result in variations of unit prices or items.
- Costs for financing, land, right-of-way, easement acquisition, and permit fees are not included in this cost estimate. Cost for MDEQ permits are included in this estimate
- This cost estimate is approximate. Pricing for each item is based upon quotes obtained from equipment manufacturers with 6% sales tax and 35% installation fee added. Actual construction bids may vary significantly from this statement of probable costs due to timing of construction, changed conditions, labor rate changes, or other factors beyond the control of Gourdie-Fraser.
- This cost is for transmission line only and does not include services leads or appurtenances.
- If completed in conjunction with Pickard/Summerton to Broadway Rd., extension would provide cost sharing and cost savings related to extension of main along Pickard Road. Savings estimated at \$58,800.00

- The resulting net impact of the budget amendment is to increase projected year end fund balance by \$28,404 compared to the existing amended budget

West DDA Fund

- Revenue
 - Increase budget \$111,300 for property tax captures underestimated in the original budget
 - Decrease delinquent personal property tax captures expected by \$400
 - Increase budget \$2,300 for interest earned
 - Total net revenue from all adjustments is an increase of \$113,200 for the West DDA fund
- Expenditures
 - Since we were informed by the ICRC that the Lincoln Rd north of M-20 overly project, budgeted at \$170,000, would not be completed this year, we are using those funds in support of the Lincoln Rd south of bridge to Broomfield Rd project. The WDDA contribution for the Lincoln Rd south of bridge to Broomfield Rd project totals \$330,000. The original FY'18 budget contained \$100,000 of this project. As such, this budget amendment is accounting for the remaining \$60,000 need to fully fund the project. Funding for the overlay project will be reflected in the FY 2019 budget recommendation.
 - Increase budget \$6,100 for contribution to Fire Fund for fire services in the West DDA district
 - Total net additional expenditures from all adjustments is an increase of \$66,108 in the West DDA Fund

The summary budget amendment for the West DDA Fund is:

Revenues:		\$113,200
Expenditures:	336-Public Safety-Fire	\$6,100
	728-Economic Development	\$60,000
	996-Transfer Out	\$8
	Total Expenditures	\$66,108

- The resulting net impact of the budget amendment is to increase projected year end fund balance by \$47,092 compared to the existing amended budget

SCOPE OF SERVICES

Not applicable

JUSTIFICATION

Budget amendments are required under the Uniform Budget Act when it is known or anticipated that revenue and/or expenses are likely to differ from the originally adopted budget. Sound financial management practices also dictate that the budget be amended in order to understand the current state of Authority finances so that any necessary adjustments in operations can be considered.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed in these budget amendments (From Policy 1.0: Global End)

- Community well-being and common good
- Safety
- Health
- Natural environment
- Commerce

COSTS

East DDA Fund

- The budget amendment for the East DDA Fund is:

Revenues: \$46,604

Expenditures:

336-Public Safety-Fire \$2,400

728-Economic Development \$15,800

Total Expenditures \$18,200

- The resulting net impact of the budget amendment is to increase projected year end fund balance by \$28,404 compared to the existing amended budget and the projected FY 2018 year end fund balance, after the amendment, is estimated to be \$723,752.

West DDA Fund

- The budget amendment for the West DDA Fund is:

Revenues: \$113,200

Expenditures:

336-Public Safety-Fire \$6,100

728-Economic Development \$60,000

996-Transfer Out \$ 8

Total Expenditures \$66,108

- The resulting net impact of the budget amendment is to increase projected year end fund balance by \$47,092 compared to the existing amended budget and the projected FY 2018 year end fund balance, after the amendment, is estimated to be \$426,998.

PROJECT TIME TABLE

Respective budgets will be updated in the accounting system as soon as practical following approval by the Board.

RESOLUTION

Authorization is hereby given to amend the FY 2018 budget for the East and West DDA fund in the respective net amounts of \$28,404 and \$47,092.

Motion by _____

Seconded by _____

Yes:

No:

Absent:

EDA Chairperson

Charter Township of Union
248 - East Downtown Development Authority Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/7/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
Revenues							
248-000-402.000	CURRENT PROPERTY TAX	441,993.16	387,500.00	387,500.00	395,403.52	395,404.00	7,904.00
	INCREASE BUDGET BASED ON 2018 ACTUALS						
248-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	0.00	(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00
248-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00	(250.00)	(250.00)	0.00	(250.00)	0.00
248-000-420.000	DELQ PERSONAL PROPERTY CAPT	1,860.58	2,000.00	2,000.00	0.00	1,000.00	(1,000.00)
	DECREASE BUDGET BASED ON 2018 ACTUALS						
248-000-445.000	INTEREST ON TAXES	1,029.32	500.00	500.00	318.88	500.00	0.00
248-000-573.000	STATE AID REVENUE-LCSA	55,909.05	30,000.00	30,000.00	0.00	50,000.00	20,000.00
	INCREASE BUDGET BASED ON AMOUNT ON FORM 5176 FILED WITH THE STATE						
248-000-665.000	INTEREST EARNED	7,332.51	6,300.00	6,300.00	9,379.84	15,000.00	8,700.00
	INCREASE BUDGET BASED ON 2018 ACTUALS						
248-000-671.000	OTHER REVENUE	67.55	100.00	100.00	11,165.54	11,100.00	11,000.00
	INCREASE FOR INSURANCE CLAIM ON DAMAGED LIGHT POLE						
TOTAL REVENUES		508,192.17	422,150.00	422,150.00	416,267.78	468,754.00	46,604.00

Charter Township of Union
248 - East Downtown Development Authority Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/7/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
Expenditures							
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	4,311.71	5,570.00	5,570.00	2,329.75	5,570.00	0.00
248-000-801.003	SIDEWALK SNOWPLOWING	2,075.00	5,500.00	5,500.00	2,350.00	5,500.00	0.00
248-000-801.004	RIGHT OF WAY LAWN CARE	10,000.00	13,000.00	13,000.00	0.00	15,500.00	2,500.00
INCREASE FOR WEED ABATEMENT APPROVED BY THE BOARD							
248-000-801.005	IRRIGATION / LIGHTING REPAIRS	26,809.84	11,200.00	11,200.00	10,358.95	26,600.00	15,400.00
INCREASE BUDGET BASED ON 2017 & 2018 ACTUALS							
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE	16,318.00	18,000.00	18,000.00	11,154.50	18,000.00	0.00
248-000-801.015	STREET LIGHT BANNERS/CHRISTMAS	15,140.00	23,600.00	23,600.00	6,390.50	20,000.00	(3,600.00)
NORMAL BANNER WORK - \$9,000 HOLIDAY LIGHTING - \$11,000							
248-000-826.000	LEGAL FEES	0.00	500.00	500.00	0.00	500.00	0.00
248-000-880.000	COMMUNITY PROMOTION	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	0.00
248-000-900.000	PRINTING & PUBLISHING	246.78	250.00	250.00	0.00	250.00	0.00
248-000-917.000	WATER TO IRRIGATION SYSTEM	12,997.92	12,500.00	12,500.00	3,290.54	12,500.00	0.00
248-000-920.000	ELECTRIC/NATURAL GAS	9,982.30	10,500.00	10,500.00	5,312.07	12,000.00	1,500.00
INCREASE BUDGET BASED ON ADDITIONAL CHRISTMAS LIGHTS							
248-000-935.000	PROPERTY/LIABILITY INSURANCE	1,404.25	1,400.00	1,400.00	1,206.98	1,400.00	0.00
248-000-940.000	LEASE/RENT	550.00	700.00	700.00	550.00	700.00	0.00
248-000-955.000	MISC.	0.00	0.00	0.00	7.00	0.00	0.00
248-000-967.000	PROJECTS	0.00	150,000.00	150,000.00	0.00	150,000.00	0.00
		104,835.80	257,720.00	257,720.00	47,950.29	273,520.00	15,800.00
Dept 336 - FIRE DEPARTMENT							
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	61,665.00	61,600.00	61,600.00	64,013.00	64,000.00	2,400.00
INCREASE BUDGET BASED ON 2018 ACTUALS							
Total Dept 336 - FIRE DEPARTMENT		61,665.00	61,600.00	61,600.00	64,013.00	64,000.00	2,400.00

Charter Township of Union
248 - East Downtown Development Authority Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/7/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
Dept 728 - ECONOMIC DEVELOPMENT							
248-728-967.200	WATER SYSTEM PROJECTS	0.00	0.00	135,000.00	12,750.50	135,000.00	0.00
248-728-967.300	SEWER SYSTEM PROJECTS	0.00	0.00	215,000.00	4,479.00	215,000.00	0.00
248-728-967.400	STREET/ROAD PROJECTS	0.00	0.00	160,000.00	0.00	160,000.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		0.00	0.00	510,000.00	17,229.50	510,000.00	0.00
TOTAL EXPENDITURES		166,500.80	319,320.00	829,320.00	129,192.79	847,520.00	18,200.00
TOTAL REVENUES		508,192.17	422,150.00	422,150.00	416,267.78	468,754.00	46,604.00
TOTAL EXPENDITURES		166,500.80	319,320.00	829,320.00	129,192.79	847,520.00	18,200.00
NET OF REVENUES & EXPENDITURES		341,691.37	102,830.00	(407,170.00)	287,074.99	(378,766.00)	28,404.00
BEGINNING FUND BALANCE		760,825.00	1,102,518.00	1,102,518.00	1,102,518.00	1,102,518.00	0.00
ENDING FUND BALANCE		1,102,518.00	1,205,348.00	695,348.00	1,389,592.99	723,752.00	

Charter Township of Union
250 - West Downtown Development Authority Fund
2018 Proposed Budget Amendment #3

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2017	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD Balance 8/7/2018	2018 PROPOSED AMENDED BUDGET	2018 PROPOSED BUDGET AMENDMENT
Revenues							
250-000-402.000	CURRENT PROPERTY TAX	494,598.66	490,000.00	490,000.00	601,336.22	601,300.00	111,300.00
	INCREASE BASED ON 2018 YTD ACTUALS-ORIGINAL BUDGET WAS CALCULATION ERROR						
250-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	0.00	(4,000.00)	(4,000.00)	(139.29)	(4,000.00)	0.00
250-000-420.000	DELQ PERSONAL PROPERTY CAPT	279.02	600.00	600.00	0.00	200.00	(400.00)
	DECREASE BASED ON 2018 YTD ACTUALS						
250-000-445.000	INTEREST ON TAXES	219.52	250.00	250.00	86.02	250.00	0.00
250-000-665.000	INTEREST EARNED	1,581.61	1,700.00	1,700.00	1,079.17	4,000.00	2,300.00
	INCREASE BASED ON 2018 YTD ACTUALS						
TOTAL REVENUES		496,678.81	488,550.00	488,550.00	602,362.12	601,750.00	113,200.00
Expenditures							
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	400.00	870.00	870.00	300.00	870.00	0.00
250-000-967.000	PROJECTS	0.00	150,000.00	150,000.00	0.00	0.00	(150,000.00)
	MOVED \$100,000 TO 967.400 FOR THE LINCOLN RD SOUTH OF THE BRIDGE PROJECT						
	MOVED \$50,000 TO 967.500 FOR SIDEWALKS						
250-000-967.400	STREET/ROAD PROJECTS	300,000.00	0.00	170,000.00	0.00	330,000.00	160,000.00
	CONTRIBUTION TO ROAD COMMISSION FOR LINCOLN ROAD WORK FROM BROOMFIELD TO BRIDGE						
		300,400.00	150,870.00	320,870.00	300.00	330,870.00	10,000.00
Dept 336 - FIRE DEPARTMENT							
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	39,506.00	39,500.00	39,500.00	45,642.00	45,600.00	6,100.00
Total Dept 336 - FIRE DEPARTMENT		39,506.00	39,500.00	39,500.00	45,642.00	45,600.00	6,100.00

Dept 728 - ECONOMIC DEVELOPMENT							
250-728-967.300	SEWER SYSTEM PROJECTS	0.00	0.00	200,000.00	4,048.00	200,000.00	0.00
250-728-967.500	SIDEWALK PROJECTS	0.00	0.00	20,000.00	0.00	70,000.00	50,000.00
LINCOLN RD SIDEWALKS \$20,000 IN 4-25-18 BUDGET AMENDMENT							
LINCOLN RD SIDEWALKS MOVED \$50,000 FROM 967.000 ORIGINAL BUDGET							
Total Dept 728 - ECONOMIC DEVELOPMENT		0.00	0.00	220,000.00	4,048.00	270,000.00	50,000.00
Dept 996 - TRANSFER OUT							
250-996-999.396	TRANSFER OUT TO WDDA G/O DEBT SERVICE	260,000.00	272,642.00	272,642.00	272,650.00	272,650.00	8.00
Total Dept 996 - TRANSFER OUT		260,000.00	272,642.00	272,642.00	272,650.00	272,650.00	8.00
TOTAL EXPENDITURES		599,906.00	463,012.00	853,012.00	322,640.00	919,120.00	66,108.00
TOTAL REVENUES		496,678.81	488,550.00	488,550.00	602,362.12	601,750.00	113,200.00
TOTAL EXPENDITURES		599,906.00	463,012.00	853,012.00	322,640.00	919,120.00	66,108.00
NET OF REVENUES & EXPENDITURES		(103,227.19)	25,538.00	(364,462.00)	279,722.12	(317,370.00)	47,092.00
BEGINNING FUND BALANCE		847,595.00	744,367.81	744,367.81	744,367.81	744,367.81	0.00
ENDING FUND BALANCE		744,367.81	769,905.81	379,905.81	1,024,089.93	426,997.81	