

Economic Development Authority Board (EDA) Regular Meeting – Union Township Hall Tuesday, July 19, 2022, at 4:30 p.m.

#### **AGENDA**

- 1. CALL TO ORDER
- 2. ROLL CALL
- 3. APPROVAL OF AGENDA
- 4. APPROVAL OF MINUTES
  - June 21, 2022
- **5.** PRESENTATIONS
- **6.** PUBLIC COMMENT
- 7. REPORTS
  - A. Accounts payable Approval June East DDA District #248 – Check Register West DDA District #250 – Check Register
  - B. June Financial Reports: Income / Expense Statement; Balance Sheet East DDA District #248 West DDA District #250
  - C. Board Member Matrix
- 8. NEW BUSINESS
  - A. RFBA Recommend to approve Budget Amendment #1 to Board of Trustees.
  - B. RFBA Approval of Contract and bid for S. Lincoln Road Sidewalk Project (Lux to Twp. Hall)
  - C. RFBA To remove James Zalud as an authorized signer on checking accounts.
- 9. PENDING BUSINESS

## **10.** <u>DIRECTOR COMMENTS</u>

- 11. ADJOURNMENT

  Informational meeting scheduled for July 26, 2022 @ 4:30pm
  Informational meeting scheduled for August 16, 2022 @ 4:30pm with regularly scheduled meeting to follow.

# CHARTER TOWNSHIP OF UNION Economic Development Authority Board (EDA) Regular Board Meeting Tuesday June 21, 2022

#### **MINUTES**

A regular meeting of the Charter Township of Union Economic Development Authority was held on June 21, 2022, at 4:30 p.m. at the Lincoln Reception Center 2300 S. Lincoln Road, Mt. Pleasant, MI 48858.

Meeting was called to order at 4:31 p.m.

#### **Roll Call**

Present:

Mielke, Zalud, Kequom, Sweet, Coyne, Hunter, Barz, Figg

Excused:

Bacon

Others Present: Rodney Nanney, Community and Economic Development Director; Sherrie Teall, Finance Director; Tera Green, Administrative Assistant

#### **APPROVAL OF AGENDA**

MOTION by **Coyne** SUPPORTED by **Figg** to APPROVE the agenda as presented. **MOTION CARRIED 8-0** 

#### **APPROVAL OF MINUTES**

MOTION by **Mielke** SUPPORTED by **Zalud** to APPROVE the minutes from May 17, 2022 as presented. **MOTION CARRIED 8-0** 

**PRESENTATIONS** – None

<u>PUBLIC COMMENT</u> – No public comment offered

**REPORTS** – None

#### **ACCOUNTS PAYABLE/FINANCIAL STATEMENTS**

Finance Director, Sherrie Teall reviewed the accounts payable for the East DDA. MOTION by **Zalud** SUPPORTED by **Coyne** to APPROVE the East DDA payables 5/18/22 - 6/21/22 in the amount of \$113,905.62 as presented. **MOTION CARRIED 8-0.** 

Finance Director, Sherrie Teall reviewed the accounts payable for the West DDA.

MOTION by **Zalud** SUPPORTED by **Figg** to APPROVE the East DDA payables 5/18/22 - 6/21/22 in the amount of \$68,643.72 as presented. **MOTION CARRIED 8-0.** 

Community and Economic Development Director, Rodney Nanney, reviewed the 2021 Annual Report of the EDA Board Activities per Public Act 57 of 2018.

Financial reports were RECEIVED AND FILED by Chair Kequom.

#### **NEW BUSINESS**

A. <u>RFBA – Proposal to purchase the lot at 2120 Yats Drive (PID 14-014-20-017-00) for</u> neighborhood stabilization and blighted property restoration

Community and Economic Development Director reviewed Request for Board Action. Discussion held by the Board.

MOTION by **Zalud** SUPPORTED by **Coyne** to authorize an appropriation of up to \$48,000.00 for the purchase from the Isabella County Treasurer of one (1) tax foreclosed parcel totaling approximately 0.24 acres of land (PID 14-014-20-017-00) located at 2120 Yats Drive at the minimum bid price of \$4,956.31, plus payment of ancillary costs for the purchase, removal of the dilapidated dwelling and other structures, and associated site clean-up and restoration costs to prepare the lot for redevelopment; and to authorize the Township Manager to execute the purchase in accordance with this appropriation. **MOTION CARRIED 8-0.** 

B. <u>RFBA – Proposal to provide funding support for the new "crew car" at the Mt. Pleasant Municipal Airport.</u>

Community and Economic Development Director reviewed Request for Board Action. Discussion held by the Board.

MOTION by **Barz** SUPPORTED by **Sweet** to authorize a funding contribution of \$1,000 to the Mt. Pleasant Municipal Airport to support the operation and maintenance of the airport's Crew Car provided as a courtesy for flight crews to use to access restaurants and other local amenities during layover periods, with funding to be divided evenly between the East Downtown Development Fund and the West Downtown Development Fund. **MOTION CARRIED 8-0.** 

#### **DIRECTOR COMMENTS**

- Gave updates to the Remus Road Sidewalk Project.
- Gave updates on the sidewalk project from Lux Funeral Home to Township Hall.
- Attending a meeting on June 22<sup>nd</sup> regarding the MDOT reconstruction project.

## **BOARD COMMENTS**

• Mielke gave updates on the Saginaw Chippewa Indian Tribe's 2% distribution and repaving Union Township Hall parking lot this summer.

Next regular EDA meeting to be held on Tuesday, July 19, 2022 (to be held at Township Hall). Meeting adjourned by Chair Kequom at 6:01 p.m.

APPROVED BY:	
Chair Kequom	
(Recorded by Tera Green)	



# **Board Expiration Dates**

Planning Commission Board Members (9 Members) 3 year term							
#	F Name	L Name	Expiration Date				
1-BOT Representative	James	Thering	11/20/2024				
2-Chair	Phil	Squattrito	2/15/2023				
3-Vice Chair	Ryan	Buckley	2/15/2025				
4-Secretary	Doug	LaBelle II	2/15/2025				
5 - Vice Secretary	Tera	Albrecht	2/15/2024				
6	Stan	Shingles	2/15/2024				
7	Paul	Gross	2/15/2025				
8	Jack	Williams	2/15/2023				
9	Jessica	Lapp	2/15/2023				
Zoning Boa	rd of Appeals Members (5	Members, 2 Alternates)	3 year term				
#	F Name	L Name	Expiration Date				
1- PC Rep	Ryan	Buckley	2/15/2025				
2 - Chair	Andy	Theisen	12/31/2022				
3 - Vice Chair	Liz	Presnell	12/31/2022				
4 - Secretary	vacan	12/31/2022					
5 -	Brandon LaBelle		12/31/2022				
Alt. #1	vacan	12/31/2022					
Alt. #2	vacan	t seat	2/15/2021				
	Board of Review (3 N	lembers) 2 year term					
#	F Name	L Name	Expiration Date				
1	Doug	LaBelle II	12/31/2022				
2	Sarvjit	Chowdhary	12/31/2022				
3	Bryan	Neyer	12/31/2022				
Alt #1	Randy	Golden	12/31/2022				
Co	nstruction Board of Appea	als (3 Members) 2 year te	rm				
#	F Name	L Name	Expiration Date				
1	Colin	Herren	12/31/2023				
2	Joseph	Schafer	12/31/2023				
3	Andy	Theisen	12/31/2023				
Hannah's Ba	rk Park Advisory Board (2	Members from Township					
1	Mark	Stuhldreher	12/31/2022				
2	John	Dinse	12/31/2023				
	Chippewa River District L	ibrary Board 4 year term					
1	Ruth	Helwig	12/31/2023				
2	Lynn	Laskowsky	12/31/2025				



# **Board Expiration Dates**

EDA Board Members (9 Members) 4 year term								
# F Name L Name Expiration Date								
1-BOT Representative	Bryan	Mielke	11/20/2024					
2	Thomas	Kequom	4/14/2023					
3	James	Zalud	4/14/2023					
4	Richard	Barz	2/13/2025					
5	Robert	Bacon	1/13/2023					
6	Marty	Figg	6/22/2026					
7	Cheryl	Hunter	6/22/2023					
8	Jeff	Sweet	2/13/2025					
9	David	Coyne	3/26/2026					
	Mid Michigan Area Cable	Consortium (2 Members)						
#	F Name	L Name	Expiration Date					
1	Kim	Smith	12/31/2022					
2 vacant seat								
Cultural and	d Recreational Commissio	n (1 seat from Township)	3 year term					
#	F Name	L Name	Expiration Date					
1	Robert	Sommerville	12/31/2022					
Sidewalks and F	Pathways Prioritization Co	mmittee (2 year term -PC	Appointments)					
#	F Name	L Name	Expiration Date					
1 - BOT Representative	Kimberly	Rice	11/20/2024					
2 - PC Representative	Stan	Shingles	2/15/2024					
3 - Township Resident	Jeff	Siler	8/15/2023					
4 - Township Resident	Jeremy	MacDonald	10/17/2022					
5 - Member at large	Phil	Hertzler	8/15/2023					
Mid Michigan A	Aquatic Recreational Auth	ority (2 seat from Townsh	nip) 3 year term					
#	F Name	L Name	Expiration Date					
1-City of Mt. Pleasant	John	Zang	12/31/2023					
2-City of Mt. Pleasant	Judith	Wagley	12/31/2022					
1-Union Township	Stan	Shingles	12/31/2023					
2-Union Township	Allison	Chiodini	12/31/2022					
1-Mt. Pleasant Schools	Lisa	Diaz	12/31/2022					

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Page: 1/1 CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION CHECK DATE FROM 06/22/2022 - 07/19/2022

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 El	DDA CHE	CKING				
07/06/2022	248	4288	00337	ISABELLA COUNTY TREASURER	2120 YATS DR/HONEY BEAR LN PARCELS	5,106.31
07/14/2022	248	92 (E)	00146	CONSUMERS ENERGY	1940 S ISABELLA RD 2027 FLORENCE ST 4923 E PICKARD ST 4675 E PICKARD ST 4592 E PICKARD ST STE B 4592 E PICKARD ST STE A 5771 E PICKARD RD STE B 5771 E PICKARD RD STE B 5770 E PICKARD ST STE B 5770 E PICKARD ST STE A 5325 E PICKARD ST 2029 2ND ST 5157 E PICKARD ST STE B 5157 E PICKARD ST STE B 5157 E PICKARD ST STE A 4900 E PICKARD ST	44.05 27.47 32.80 28.01 30.07 37.83 29.94 32.16 30.07 41.00 50.71 48.96 29.94 22.11 27.68
07/19/2022	248	4290	01600	BE GREEN LAWN SERVICES CO, INC.	WEED & FEED FOR PICKARD ST CORRIDOR GROWTH REGULATOR PICKARD ROAD	2,267.00 522.00 2,789.00
07/19/2022 07/19/2022 07/19/2022 07/19/2022 07/19/2022	248 248 248 248 248	4291 4292 4293 4294 4295	00722 01741 00450 00128 00530	CHARTER TOWNSHIP OF UNION GOENNER LAWNCARE LLC M M I CITY OF MT. PLEASANT PLEASANT THYME HERB FARM	Q3 WATER TO IRRIGATION ON PICKARD LAWN MOWING ON PICKARD-JUN 2022 PARK BENCH GROUND MAINT-JUN 2022 CONTR TO AIRPORT CAR MAINT & OPERATION WATER/HANG/WEED BASKETS ON PICKARD	8,880.83 2,900.00 460.00 500.00 2,695.75

248 TOTALS:

23,844.69 Total of 8 Disbursements:

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CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION

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CHECK DATE FROM 06/22/2022 - 07/19/2022

Check Date Bank Check Vendor Vendor Name Description Amount Bank 250 WDDA CHECKING 07/19/2022 250 275 00128 CITY OF MT. PLEASANT CONTR TO AIRPORT CAR MAINT & OPERATION 500.00 250 TOTALS: Total of 1 Checks: 500.00 Less 0 Void Checks: 0.00 500.00 Total of 1 Disbursements:

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#### REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF UNION

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DB: Union		PERIOD ENDING 06/30	1/2022			
GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2021 NORMAL (ABNORMAL)	2022 ORIGINAL BUDGET	2022 AMENDED BUDGET	YTD BALANCE 06/30/2022 NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - EAST DI	DA FUND					
Revenues						
Dept 000 - NONE						
248-000-402.000	CURRENT PROPERTY TAX	466,608.87	468,000.00	468,000.00	506,459.10	108.22
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	0.00	300.00	300.00	0.00	0.00
248-000-445.000	INTEREST ON TAXES	0.00	500.00	500.00	0.00	0.00
248-000-573.000	STATE AID REVENUE-LCSA	0.00	56,000.00	56,000.00	0.00	0.00
248-000-665.000	INTEREST EARNED	2,794.63	4,800.00	4,800.00	1,205.04	25.11
248-000-671.000	OTHER REVENUE	0.00	100.00	100.00	14,820.00	4,820.00
Total Dept 000 - 1	NONE	469,403.50	525,450.00	525,450.00	522,484.14	99.44
-					<u> </u>	
TOTAL REVENUES		469,403.50	525,450.00	525,450.00	522,484.14	99.44
Expenditures						
Dept 000 - NONE						
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	15,217.25	15,270.00	15,270.00	5,977.50	39.15
248-000-801.001	MAINT- BENCHES/TRASH RECEPTACLES	0.00	5,000.00	5,000.00	0.00	0.00
248-000-801.003	SIDEWALK SNOWPLOWING	5,900.00	11,000.00	11,000.00	5,600.00	50.91
248-000-801.004	RIGHT OF WAY LAWN CARE	11,242.00	23,000.00	23,000.00	10,314.00	44.84
248-000-801.005	IRRIGATION / LIGHTING REPAIRS	9,745.61	35,000.00	35,000.00	8,257.66	23.59
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE	8,397.00	21,000.00	21,000.00	8,028.25	38.23
248-000-801.015	STREET LIGHT BANNERS/CHRISTMAS	6,150.00	21,960.00	21,960.00	8,717.00	39.69
248-000-826.000	LEGAL FEES	0.00	2,000.00	2,000.00	0.00	0.00
248-000-880.000	COMMUNITY PROMOTION	0.00	10,000.00	10,000.00	5,500.00	55.00
248-000-883.000	COMMUNITY IMPROVEMENT GRANTS	0.00	40,000.00	40,000.00	0.00	0.00
248-000-900.000	PRINTING & PUBLISHING	0.00	250.00	250.00	0.00	0.00
248-000-915.000	MEMBERSHIP & DUES	152.50	500.00	500.00	157.50	31.50
248-000-917.000	WATER & SEWER CHARGES	4,347.15	17,000.00	17,000.00	8,880.83	52.24
248-000-920.000	ELECTRIC/NATURAL GAS	6,713.01	14,000.00	14,000.00	5,568.45	39.77
248-000-935.000	PROPERTY/LIABILITY INSURANCE	1,391.61	1,800.00	1,800.00	1,528.22	84.90
248-000-940.000	LEASE/RENT	600.00	700.00	700.00	1,135.00	162.14
248-000-955.000	MISC.	0.00	100.00	100.00	0.00	0.00
Total Dept 000 - 1	NONE	69,856.13	218,580.00	218,580.00	69,664.41	31.87
Dept 336 - FIRE DE	EPARTMENT					
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	81,150.00	81,200.00	81,200.00	78,174.73	96.27
Total Dept 336 - H	FIRE DEPARTMENT	81,150.00	81,200.00	81,200.00	78,174.73	96.27
Dept 728 - ECONOM	IC DEVELOPMENT					
248-728-967.300	SEWER SYSTEM PROJECTS	0.00	435,000.00	435,000.00	0.00	0.00
248-728-967.400	STREET/ROAD PROJECTS	0.00	250,000.00	250,000.00	0.00	0.00
248-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00	175,000.00	175,000.00	0.00	0.00
248-728-967.600	PARKS PROJECTS	19,714.91	10,000.00	10,000.00	10,000.00	100.00
248-728-974.000	CAPITAL OUTLAY-LAND IMPROVEMENTS	0.00	90,000.00	90,000.00	15,858.82	17.62
Total Dept 728 - H	ECONOMIC DEVELOPMENT	19,714.91	960,000.00	960,000.00	25,858.82	2.69
TOTAL EXPENDITURES	S	170,721.04	1,259,780.00	1,259,780.00	173,697.96	13.79

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NET OF REVENUES & EXPENDITURES

#### REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF UNION

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348,786.18

47.50

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PERIOD ENDING 06/30/2022

2022 YTD BALANCE YTD BALANCE 06/30/2021 ORIGINAL 2022 06/30/2022 % BDGT GL NUMBER NORMAL (ABNORMAL) NORMAL (ABNORMAL) DESCRIPTION BUDGET AMENDED BUDGET USED Fund 248 - EAST DDA FUND Fund 248 - EAST DDA FUND: TOTAL REVENUES 469,403.50 525,450.00 525,450.00 522,484.14 99.44 TOTAL EXPENDITURES 170,721.04 1,259,780.00 1,259,780.00 173,697.96 13.79

(734,330.00)

(734,330.00)

298,682.46

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#### REVENUE AND EXPENDITURE REPORT FOR CHARTER TOWNSHIP OF UNION

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72,555.49

327,469.09

9.51

81.25

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TOTAL EXPENDITURES

NET OF REVENUES & EXPENDITURES

#### PERIOD ENDING 06/30/2022

DB: Union 2022 YTD BALANCE YTD BALANCE 06/30/2021 ORIGINAL 2022 06/30/2022 % BDGT DESCRIPTION GL NUMBER NORMAL (ABNORMAL) BUDGET AMENDED BUDGET NORMAL (ABNORMAL) USED Fund 250 - WEST DDA FUND Revenues Dept 000 - NONE 250-000-402.000 CURRENT PROPERTY TAX 341,992,49 359,000.00 359,000.00 397,780,60 110.80 250-000-402.001 0.00 PROPERTY TAX REFUNDS-BOR MTT 0.00 (4,000.00)(4.000.00)0.00 250-000-420.000 DELO PERSONAL PROPERTY CAPT 20.93 20.00 20.00 0.00 0.00 250-000-445.000 INTEREST ON TAXES 2.89 200.00 200.00 0.00 0.00 250-000-665.000 INTEREST EARNED 2,459.13 4,400.00 4,400.00 2,243.98 51.00 344,475.44 359,620.00 359,620.00 400,024.58 Total Dept 000 - NONE 111.24 344,475.44 359,620.00 359,620.00 400,024.58 111.24 TOTAL REVENUES Expenditures Dept 000 - NONE 12,714.75 8,270.00 8,270.00 38.30 250-000-801.000 PROFESSIONAL & CONTRACTUAL SERVICES 3,167.50 5,000.00 5,000.00 250-000-880.000 COMMUNITY PROMOTION 0.00 5,500.00 110.00 250-000-883.000 COMMUNITY IMPROVEMENT GRANTS 0.00 40,000.00 40,000.00 0.00 0.00 250-000-915.000 MEMBERSHIP & DUES 152.50 400.00 400.00 157.50 39.38 250-000-967.400 STREET/ROAD PROJECTS 0.00 330,000.00 330,000.00 0.00 0.00 Total Dept 000 - NONE 12,867.25 383,670.00 383,670.00 8,825.00 2.30 Dept 336 - FIRE DEPARTMENT 250-336-830.000 PUBLIC SAFETY - FIRE PROTECTION 59,515.99 59,000.00 59,000.00 63,255.49 107.21 Total Dept 336 - FIRE DEPARTMENT 59,515.99 59,000.00 59,000.00 63,255.49 107.21 Dept 728 - ECONOMIC DEVELOPMENT 250-728-940.000 0.00 0.00 0.00 475.00 100.00 LEASE/RENT 320,000.00 250-728-967.500 0.00 320,000.00 0.00 SIDEWALK/PATHWAY PROJECTS 0.00 320,000.00 320,000.00 475.00 Total Dept 728 - ECONOMIC DEVELOPMENT 0.00 0.15 72,383.24 TOTAL EXPENDITURES 762,670.00 762,670.00 72,555.49 9.51 Fund 250 - WEST DDA FUND: TOTAL REVENUES 344,475.44 359,620.00 359,620.00 400,024.58 111.24

72,383.24

272,092.20

762,670.00

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762,670.00

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Period Ending 06/30/2022

Fund 248 EAST DDA FUND

GL Number		Description	Balance
*** As	sets ***		
248-000-001.0 248-000-002.0 248-000-003.0 248-000-128.0	000	CASH SAVINGS CERTIFICATE OF DEPOSIT ASSETS HELD FOR SALE	608.33 1,383,079.96 534,387.29 5,106.31
	Total Assets		1,923,181.89
*** Li	abilities ***		
248-000-202.0	000	ACCOUNTS PAYABLE	23,489.39
	Total Liabil	ities	23,489.39
*** Fu	and Balance **	*	
248-000-370.3	379	RESTRICTED FUND BALANCE	1,550,906.32
	Total Fund B	alance	1,550,906.32
	Beginning Fu	nd Balance	1,550,906.32
	Ending Fund	ues VS Expenditures Balance ities And Fund Balance	348,786.18 1,899,692.50 1,923,181.89

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Fund 250 WEST DDA FUND

GL Number	Description	Balance	
*** Ass	ts ***		
250-000-001.00 250-000-002.00 250-000-002.00 250-000-003.00	SAVINGS SHARES	7,917.61 843,668.97 53.70 951,072.34	
	Cotal Assets	1,802,712.62	
*** Lia	pilities ***		
250-000-202.00 250-000-214.10		657.50 88.23	
	Total Liabilities	745.73	
*** Fun	Balance ***		
250-000-370.37	9 RESTRICTED FUND BALANCE	1,474,497.80	
	Total Fund Balance	1,474,497.80	
	Beginning Fund Balance	1,474,497.80	
	Net of Revenues VS Expenditures Ending Fund Balance Total Liabilities And Fund Balance	327,469.09 1,801,966.89 1,802,712.62	



# REQUEST FOR ECONOMIC DEVELOPMENT AUTHORITY ACTION

Mark Stuhldreher, Township Manager **DATE:** July 11, 2022 To: **From:** Sherrie Teall, Finance Director DATE FOR EDA CONSIDERATION: July 19, 2022 ACTION REQUESTED: Approve Budget Amendment #1 for the 248 - East DDA fund and 250 - West DDA \*\*It should be noted: On July 27, 2022, this amendment to the East DDA fund and the West DDA fund will go to the Board of Trustees for approval after the EDA Board recommends their approval Current Action X Emergency Funds Budgeted: If Yes \_\_\_\_\_ Account #\_\_\_\_ No X N/A Finance Approval \_\_\_\_\_Sherrie Teall\_\_\_\_\_ **BACKGROUND INFORMATION** It is recommended that the Fiscal Year 2022 budget be amended by the Economic Development Authority per the attached for the funds listed above. Detailed changes to the respective accounts are attached. A brief description of the significant amendments follows. **East DDA Fund** Revenue An Increased Budget for Current Property Tax revenue of \$38,000 is recognized o The Budget for Other Revenue is Increased \$14,900 for the insurance reimbursement for a light pole on Pickard that was damaged in an accident Total net revenue from all adjustments is an increase of \$52,900 for the East DDA fund **Expenditures**  Increased budget \$500 for Contribution to the Airport Car Increased budget \$475 for the rental of the Lincoln Reception Hall meeting room space o Increased budget \$48,000 for the EDA Board's approved property purchase/improvements @ 2120 Yats Drive/Honey Bear Lane o Total net additional expenditures from all adjustments is an increase of \$48,975 in the East DDA Fund The summary budget amendment for the East DDA Fund is: \$ 52,900 Revenues: Expenditures: 000-General Operating 975 728-Economic Development 48,000

• The resulting net impact of the budget amendment is to increase projected year end fund balance by \$3,925 compared to the existing amended budget

#### West DDA Fund

- Revenue
  - An Increased Budget for Current Property Tax revenue of \$38,000 is recognized
- Expenditures
  - Increased budget \$500 for Contribution to the Airport Car
  - o Increased budget \$475 for the rental of the Lincoln Reception Hall meeting room space
  - Increased the Street/Road Projects budget \$120,600 to account for the additional contribution to the General Fund for the paved shoulders on the Lincoln Road project south of the bridge
  - Increased Sidewalk/Pathway Project budget \$264,000 is recognized for sidewalk engineering and construction costs for \$119,000 on Remus Road and sidewalk engineering and construction costs for \$145,000 for Lux Funeral Home to the Township Hall
  - Total net expenditures from all adjustments is an increase of \$385,575 in the WDDA

The summary budget amendment for the West DDA Fund is:

Revenues: \$ 38,000

Expenditures 000-General Operating \$121,100

728-Economic Development \$264,475

Total Expenditures \$385,575

• The resulting net impact of the budget amendment is to decrease projected year end fund balance by \$347,575 compared to the existing original budget

#### **SCOPE OF SERVICES**

Not applicable

#### **JUSTIFICATION**

Budget amendments are required under the Uniform Budgeting and Accounting Act when it is known or anticipated that revenue and/or expenditures 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).

- 1. Community well-being and common good
- 2. Prosperity through economic diversity, cultural diversity, and social diversity
- 3. Safety
- 4. Health
- 5. Natural Environment
- 6. Commerce

#### **C**OSTS

### **PROJECT TIME TABLE**

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

#### **RESOLUTION**

Authorization is hereby given to amend the Fiscal Year 2022 budget for the East and West DDA funds in the respective net amounts of (\$3,925) in the 248 - East DDA Fund and \$347,575 in the 250 – West DDA Fund

Resolved by	<i></i>	Seconded by
Yes: No: Absent:		
	EDA Chair	

# Charter Township of Union 248 - East DDA Fund 2022 Budget Amendment #1

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2021	2022 ORIGINAL BUDGET	2022 AMENDED BUDGET	YTD BALANCE 5/6/2022	2022 PROPOSED AMENDED BUDGET	2022 PROPOSED BUDGET AMENDMENT
Revenues	CURRENT RECEEDTV TAV	447.562.57	460,000,00	450,000,00	2.22	506 000 00	20,000,00
248-000-402.000	CURRENT PROPERTY TAX	447,562.57	468,000.00	468,000.00	0.00	506,000.00	38,000.00
240 000 402 004	*Increased Budget for actual amounts received	•	(4.000.00)	(4.000.00)	0.00	(4.000.00)	0.00
248-000-402.001	PROPERTY TAX REFUNDS-BOR MTT PRIOR YEARS PROPERTY TAXES	(504.39) 0.00	(4,000.00)	(4,000.00)	0.00 0.00	(4,000.00)	0.00 0.00
248-000-402.100			(250.00)	(250.00)		(250.00)	
248-000-420.000	DELQ PERSONAL PROPERTY CAPT	76.47	300.00	300.00	0.00	300.00	0.00
248-000-445.000	INTEREST ON TAXES	7.16	500.00	500.00	0.00	500.00	0.00
248-000-573.000	STATE AID REVENUE-LCSA	56,127.27	56,000.00	56,000.00	0.00	56,000.00	0.00
248-000-665.000	INTEREST EARNED	4,340.17	4,800.00	4,800.00	683.53	4,800.00	0.00
248-000-671.000	OTHER REVENUE	0.00	100.00	100.00	14,820.00	15,000.00	14,900.00
	*Increased Budget for insurance reimbursemen						
TOTAL REVENUES		507,609.25	525,450.00	525,450.00	15,503.53	578,350.00	52,900.00
Expenditures							
248-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	24,224.69	15,270.00	15,270.00	3,720.50	15,270.00	0.00
248-000-801.001	MAINT- BENCHES/TRASH RECEPTACLES	0.00	5,000.00	5,000.00	0.00	5,000.00	0.00
248-000-801.003	SIDEWALK SNOWPLOWING	5,900.00	11,000.00	11,000.00	0.00	11,000.00	0.00
248-000-801.004	RIGHT OF WAY LAWN CARE	28,557.00	23,000.00	23,000.00	0.00	23,000.00	0.00
248-000-801.005	IRRIGATION / LIGHTING REPAIRS	13,196.92	35,000.00	35,000.00	6,644.70	35,000.00	0.00
248-000-801.007	FLOWER / LANDSCAPE MAINTENANCE	14,634.70	21,000.00	21,000.00	0.00	21,000.00	0.00
248-000-801.015	STREET LIGHT BANNERS/CHRISTMAS	18,695.00	21,960.00	21,960.00	4,630.00	21,960.00	0.00
248-000-826.000	LEGAL FEES	713.00	2,000.00	2,000.00	0.00	2,000.00	0.00
248-000-851.000	MAIL/POSTAGE	469.58	0.00	0.00	0.00	0.00	0.00
248-000-880.000	COMMUNITY PROMOTION	5,000.00	10,000.00	10,000.00	0.00	10,500.00	500.00
	*Increased Budget \$500 for Contribution to Airp	•	_0,000				
248-000-883.000	COMMUNITY IMPROVEMENT GRANTS	0.00	40,000.00	40,000.00	0.00	40,000.00	0.00
248-000-900.000	PRINTING & PUBLISHING	554.30	250.00	250.00	0.00	250.00	0.00
248-000-915.000	MEMBERSHIP & DUES	405.00	500.00	500.00	0.00	500.00	0.00
248-000-917.000	WATER & SEWER CHARGES	13,595.90	17,000.00	17,000.00	0.00	17,000.00	0.00
248-000-920.000	ELECTRIC/NATURAL GAS	12,628.91	14,000.00	14,000.00	4,447.16	14,000.00	0.00
248-000-935.000	PROPERTY/LIABILITY INSURANCE	1,697.25	1,800.00	1,800.00	1,528.22	1,800.00	0.00
248-000-940.000	LEASE/RENT	600.00	700.00	700.00	475.00	1,175.00	475.00
2.22.2.2.200	*Increased Budget \$475 for rental of Lincoln Rec					_,_: = 100	
248-000-955.000	MISC.	0.00	100.00	100.00	0.00	100.00	0.00

# Charter Township of Union 248 - East DDA Fund 2022 Budget Amendment #1

		END BALANCE	2022 ORIGINAL	2022 AMENDED	YTD BALANCE	2022 PROPOSED AMENDED	2022 PROPOSED BUDGET
GL NUMBER	DESCRIPTION	12/31/2021	BUDGET	BUDGET	5/6/2022	BUDGET	AMENDMENT
Total Dept 000 - GEN		140,872.25	218,580.00	218,580.00	21,445.58	219,555.00	975.00
·							
Dept 336 - FIRE DEPA	ARTMENT						
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	81,150.00	81,200.00	81,200.00	0.00	81,200.00	0.00
Total Dept 336 - FIRE	DEPARTMENT	81,150.00	81,200.00	81,200.00	0.00	81,200.00	0.00
Dept 728 - ECONOM							
248-728-967.300	SEWER SYSTEM PROJECTS	0.00	435,000.00	435,000.00	0.00	435,000.00	0.00
248-728-967.400	STREET/ROAD PROJECTS	0.00	250,000.00	250,000.00	0.00	250,000.00	0.00
248-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00	175,000.00	175,000.00	0.00	175,000.00	0.00
248-728-967.600	PARKS PROJECTS	211,000.00	10,000.00	10,000.00	0.00	10,000.00	0.00
248-728-971.000	CAPITAL OUTLAY-LAND	197,705.13	0.00	0.00	0.00	48,000.00	48,000.00
	*Increased Budget for 2120 Yats Drive/Honey Be	ar Lane purchase/clean-	-up and restoration	1			
248-728-974.000	CAPITAL OUTLAY-LAND IMPROVEMENTS	7,041.50	90,000.00	90,000.00	73.82	90,000.00	0.00
Total Dept 728 - ECC	NOMIC DEVELOPMENT	415,746.63	960,000.00	960,000.00	73.82	1,008,000.00	48,000.00
TOTAL EXPENDITURE	ES	637,768.88	1,259,780.00	1,259,780.00	21,519.40	1,308,755.00	48,975.00
TOTAL REVENUES		507,609.25	525,450.00	525,450.00	15,503.53	578,350.00	52,900.00
TOTAL EXPENDITURE	ES .	637,768.88	1,259,780.00	1,259,780.00	21,519.40	1,308,755.00	48,975.00
NET OF REVENUES &	EXPENDITURES	(130,159.63)	(734,330.00)	(734,330.00)	(6,015.87)	(730,405.00)	3,925.00
BEGINNING FUND BA	ALANCE	1,681,067.00	1,550,907.37	1,550,907.37	1,550,907.37	1,550,907.37	
ENDING FUND BALA	NCE	1,550,907.37	816,577.37	816,577.37	1,544,891.50	820,502.37	
		<u> </u>					

# Charter Township of Union 250 - West DDA Fund 2022 Budget Amendment #1

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2021	2022 ORIGINAL BUDGET	2022 AMENDED BUDGET	YTD BALANCE 5/6/2022	2022 PROPOSED AMENDED BUDGET	2022 PROPOSED BUDGET AMENDMENT
Revenues							
250-000-402.000	CURRENT PROPERTY TAX	341,992.49	359,000.00	359,000.00	0.00	397,000.00	38,000.00
	*Increased Budget for actual amounts received for	tax captures					
250-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	0.00	(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00
250-000-420.000	DELQ PERSONAL PROPERTY CAPT	20.93	20.00	20.00	0.00	20.00	0.00
250-000-445.000	INTEREST ON TAXES	2.89	200.00	200.00	0.00	200.00	0.00
250-000-573.000	STATE AID REVENUE-LCSA	37.50	0.00	0.00	0.00	0.00	0.00
250-000-665.000	INTEREST EARNED	4,881.92	4,400.00	4,400.00	1,314.50	4,400.00	0.00
TOTAL REVENUES		346,935.73	359,620.00	359,620.00	1,314.50	397,620.00	38,000.00
Expenditures							
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	15,604.69	8,270.00	8,270.00	2,867.50	8,270.00	0.00
250-000-826.000	LEGAL FEES	975.00	0.00	0.00	0.00	0.00	0.00
250-000-880.000	COMMUNITY PROMOTION	5,000.00	5,000.00	5,000.00	0.00	5,500.00	500.00
	*Increased Budget \$500 for Contribution to Airpor	t Car					
250-000-883.000	COMMUNITY IMPROVEMENT GRANTS	0.00	40,000.00	40,000.00	0.00	40,000.00	0.00
250-000-900.000	PRINTING & PUBLISHING	554.30	0.00	0.00	0.00	0.00	0.00
250-000-915.000	MEMBERSHIP & DUES	405.00	400.00	400.00	0.00	400.00	0.00
250-000-967.400	STREET/ROAD PROJECTS	0.00	330,000.00	330,000.00	0.00	450,600.00	120,600.00
	*Increased Budget for Contribution to General Fun	d for the paved shoulders of	on the Lincoln Road pro	ject south of the bridge	e		
Total Dept 000 - GENER	RAL OPERATING	22,538.99	383,670.00	383,670.00	2,867.50	504,770.00	121,100.00
Dept 336 - FIRE DEPAR	TMENT						
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	59,515.99	59,000.00	59,000.00	0.00	59,000.00	0.00
Total Dept 336 - FIRE D	DEPARTMENT	59,515.99	59,000.00	59,000.00	0.00	59,000.00	0.00
Dept 728 - ECONOMIC	DEVELOPMENT						
250-728-940.000	LEASE/RENT	0.00	0.00	0.00	475.00	475.00	475.00
	*Increased Budget \$475 for rental of Lincoln Recep	tion Hall meeting room spa	асе				
250-728-967.500	SIDEWALK/PATHWAY PROJECTS	12,840.00	320,000.00	320,000.00	0.00	584,000.00	264,000.00
	*Increased Budget for sidewalk engineering and co	nstruction costs \$119,000	higher than expected o	n Remus Road			
	*Increased Budget for sidewalk engineering and co	nstruction costs for sidewa	lk project (Lux Funeral	Home to Twp Hall) con	ning in \$145,000 hig	her than expecte	d
Total Dept 728 - ECON	OMIC DEVELOPMENT	12,840.00	320,000.00	320,000.00	475.00	584,475.00	264,475.00

# Charter Township of Union 250 - West DDA Fund 2022 Budget Amendment #1

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2021	2022 ORIGINAL BUDGET	2022 AMENDED BUDGET	YTD BALANCE 5/6/2022	2022 PROPOSED AMENDED BUDGET	2022 PROPOSED BUDGET AMENDMENT
TOTAL EXPENDITURES		94,894.98	762,670.00	762,670.00	3,342.50	1,148,245.00	385,575.00
TOTAL REVENUES TOTAL EXPENDITURES NET OF REVENUES & EXPENDITURES		346,935.73 94,894.98 252,040.75	359,620.00 762,670.00 (403,050.00)	359,620.00 762,670.00 (403,050.00)	1,314.50 3,342.50 (2,028.00)	397,620.00 1,148,245.00 (750,625.00)	38,000.00 385,575.00 (347,575.00)
BEGINNING FUND BALANCE ENDING FUND BALANCE		1,222,457.00 1,474,497.75	1,474,497.75 1,071,447.75	1,474,497.75 1,071,447.75	1,474,497.75 1,472,469.75	1,474,497.75 723,872.75	- -



# **REQUEST FOR EDA BOARD ACTION**

To: Economic Development Authority Board Date: July 12, 2022

From: Rodney C. Nanney, AICP Date for Consideration: July 19, 2022

Community and Economic Development Director

**ACTIONS REQUESTED:** To approve an amendment to the authorization for the Remus Road Sidewalk Project to also authorize The Isabella Corporation to perform all work as specified in the construction plans for the S. Lincoln Road Sidewalk Project to construct concrete sidewalks and ramps along the west side of S. Lincoln Road from the Lux Funeral Home north to the Township Hall north parking lot for an additional bid amount of \$182,010.50.

Current Action X	_	Emergency
Funds Budgeted in 2022: If Yes _	Χ	Account #248-728-967.500
Finance Approval		

#### **BACKGROUND INFORMATION**

Consistent with the adopted FY2022 budget for the West DDA District, ROWE Professional Services was asked by the Community and Economic Development Director to prepare plans, secure easements, and manage the construction bidding process for a project to construct concrete sidewalks and ramps along the west side of S. Lincoln Road from the Lux Funeral Home north to the Township Hall north parking lot. This section of new sidewalk in the West DDA District has been identified by the elected Board of Trustees as a high priority for completion of public sidewalks consistent with the following "Ends" (desired outcomes) specified in their adopted Policy 1.0: Global End:

- 1.3.1 Safe, accessible routes for pedestrians, bicyclists, and motorized vehicles.
- 1.4.1 An accessible, walkable and bikeable community using the Greater Mt. Pleasant Area Non-Motorized Plan and Sidewalk and Pathways Committee recommendations as a guide

#### Additional bid requested.

This project had originally been intended to be included with the E. Remus Road (M-20) sidewalk project that was advertised for bid by ROWE in April of this year, but sidewalk design details and an extended county Road Commission review delayed completion of final plans. The E. Remus Road sidewalk project moved ahead through the bidding process, with The Isabella Corporation as the successful bidder (work to construct the E. Remus Road sidewalks began on July 11, 2022).

With the Road Commission concerns now resolved and at the request of the Community and Economic Development Director, the Township's project engineer at ROWE invited The Isabella Corporation to consider amending their scope of work to add a bid to also complete the S. Lincoln Road sidewalk construction during this 2022 construction season. With some suggested adjustments to drainage details to minimize supply chain-related delays (supported by the Township's project engineer), the contractor has prepared the additional bid.

#### Connection to the regional sidewalk network.

The Board of Trustees has further emphasized the importance of this project through an action taken during their June 22, 2022 regular meeting to approve a agreement with the Township's engineering consultants at Gourdie-Fraser, Inc. to provide civil engineering and construction administration services for sidewalk construction around the northern and eastern perimeter of the Township Hall and west into McDonald Park.

This project, which would be funded through the Township's General Fund, is also anticipated to include construction of barrier-free sidewalk ramps at all four corners of the S. Lincoln Road - E. Pickard Road intersection. This intersection improvement would facilitate future connection of the Township Hall/McDonald Park area into the regional sidewalk network that currently ends on the north side of E. Pickard Road approximately 1,300 feet to the east of this intersection.

#### **SCOPE OF SERVICES**

If approved, The Isabella Corporation would construct a five (5) foot wide concrete sidewalk along the west side of S. Lincoln Road from the Lux Funeral Home north to the Township Hall north parking lot, would construct curb ramps as required along the route and at the intersections with driveways, and would perform all work as specified in the construction plans for the S. Lincoln Road Sidewalk Project.

#### **EVALUATION**

At the request of the Community and Economic Development Director, The Isabella Corporation amended their approved scope of work on the E. Remus Road (M-20) sidewalk project to add a bid to also complete the additional S. Lincoln Road sidewalk construction during this 2022 construction season. Staff found this additional bid to be responsive. The bid amount is significantly higher than the amount that was originally included in FY2022 West DDA Fund budget (\$70,000.00) for this section of sidewalk, but the project engineer at ROWE has confirmed that the cost proposal is consistent with their internal cost estimates based on current economic conditions. The cost also reflects the more extensive roadside drainage improvements needed to facilitate sidewalk construction within the road right-of-way in a manner consistent with Road Commission requirements. It is the recommendation of staff that The Isabella Corporation be authorized to provide the additional requested sidewalk construction services along S. Lincoln Road as proposed.

#### **JUSTIFICATION**

The Crestwood Village Assisted Living Facility and the Lux Funeral Home/Lincoln Reception Center businesses previously installed isolated sections of sidewalk along their S. Lincoln Road frontage as part of private development projects subject to site plan approval, consistent with the requirements of the Township's Sidewalk and Pathway Ordinance No. 2009-03. This project will further extend the regional network of public sidewalks in the West DDA District to connect these businesses and other facilities along S. Lincoln Road to the Township Hall and, through

future planned Township sidewalk projects, into the regional network of sidewalks and pedestrian paths.

#### **BOARD OF TRUSTEES GOALS ADDRESSED**

Board of Trustees goals addressed (from Policy 1.0: Global End):

- 1. Community well-being and common good
- 3. Safety
- 4. Health
- 6. Commerce

The Board of Trustees has established public sidewalk construction as a high priority and an effective use of Township resources (1.0), The project will help to provide safe, accessible routes for pedestrians and bicyclists (1.3.1), and will help to further establish the Township as an accessible, walkable and bikeable community (1.4.1). The completion of this section of sidewalk in the West DDA District would also help to facilitate the future connection of the businesses along S. Lincoln Road into the regional network of sidewalks and pathways (1.6).

#### **C**OSTS

The Isabella Corporation has proposed to complete the requested construction for a total fee of \$182,010.50. The FY2022 budget for the West DDA Fund currently has \$70,000.00 allocated for this project. This budgeted amount had been carried over for several budget years due to past delays in securing easements. This additional amount is reflected in the proposed FY2022 budget amendment that is also on the EDA Board's agenda for approval and for recommendation the Board of Trustees.

#### **PROJECT TIMETABLE**

The sidewalk construction project is planned for completion during the 2022 construction season.

#### RESOLUTION

To approve an amendment to the authorization for the Remus Road Sidewalk Project to also authorize The Isabella Corporation to perform all work as specified in the construction plans for the S. Lincoln Road Sidewalk Project to construct concrete sidewalks and ramps along the west side of S. Lincoln Road from the Lux Funeral Home north to the Township Hall north parking lot for an additional bid amount of \$182,010.50.

Resolved by	Seconded by	
Yes:		
No:		
Absent:	EDA Chair	



July 11, 2022

Mr. Rodney C. Nanney, AICP Charter Township of Union Community and Economic Development Director 2010 South Lincoln Road Mt. Pleasant, MI 48858

RE: 2020 Sidewalk Project

Lincoln Road south of Pickard

Dear Mr. Nanney:

As per our discussions, we asked The Isabella Corporation, the contractor awarded the bid for the M-20 Remus Road project, to provide us with a fee to complete the 2020 Sidewalk Project on Lincoln Road south of Pickard. The sidewalk extends approximately 1,275 feet south of Pickard on the west side of the road and will connect to the existing walkway in front of the Township Hall.

At the time the M-20 project was bid, Isabella Corporation was the only contractor to provide a bid for the project and we expect the same result if the Lincoln Road project was advertised for bid. Therefore, we recommend adding the Lincoln Road sidewalk project to the M-20 sidewalk project through a change order process.

Using the unit prices from the M-20 Sidewalk project, the change order to complete the sidewalk along Lincoln Road is \$182,010.50. It is our recommendation to the Charter Township of Union to accept the change order in the amount of \$182,010.50 for the 2020 Sidewalk Project, Lincoln Road Segment from The Isabella Corporation. Enclosed, please find a copy of the bid tabulation for the above referenced project.

If you have any questions, or need additional information regarding this matter, please feel free to contact me.

Sincerely, ROWE Professional Services Company

David E. Richmond, PE Senior Project Manager

#### **Enclosure**

R:\Projects\21M0030\Docs\Specs or Special Provisions\For Bidding Purposes\22-07-11 Additional Recommendation ltr.docx

Mt. Pleasant, MI: 127 S. Main Street, 48858 | Phone: (989) 772-2138

# **Bid Comparison**

**Contract ID:** 

20M0046

**Description:** 

Location:

Union Township

Projects(s):

20M0046

Rank	Bidder	Total Bid	% Over Low	% Over Est.
0	ENGINEER'S ESTIMATE	\$182,010.50	0.00%	0.00%
1	(03260) The Isabella Corporation	\$182,010.50	0.00%	0.00%

Line Pay Item Code	Quantity Units	(0) ENGINEER'S E		(1) The Isabella Cor	•	PM P to	<b>T.</b> (.)
Description		Bid Price	Total	Bid Price	Total	Bid Price	Total
0001 155001	1 LSUM	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00		\$0.00
Maintaining Traffic							
0002 171001	1 LSUM	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00		\$0.00
Mobilization							
0003 174001	1 LSUM	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00		\$0.00
Cleanup and Restoration							
0004 241001	140 Ft	\$19.00	\$2,660.00	\$19.00	\$2,660.00		\$0.00
Curb and Gutter, Rem							
0005 241005	260 Syd	\$25.00	\$6,500.00	\$25.00	\$6,500.00		\$0.00
Pavt, Rem							

Contract # 20M0046 (Union Township)

MERL: 2022.6.0

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Line Pay Item Code	Quantity	Units	(0) ENGINEER'S E		(1) The Isabella Co	•	Did Date	T-4-1
Description			Bid Price	Total	Bid Price	Total	Bid Price	Total
0006 3123005 Earthwork	1	LSUM	\$26,000.00	\$26,000.00	\$26,000.00	\$26,000.00		\$0.00
0007 3125006	10	Ft	\$100.00	\$1,000.00	\$100.00	\$1,000.00		\$0.00
Erosion Control, Check Dam, Stone				·				
0008 3125010	8	Ea	\$125.00	\$1,000.00	\$125.00	\$1,000.00		\$0.00
Erosion Control, Inlet Protection, Fal	oric Drop							
0009 3125018	120	Ft	\$5.00	\$600.00	\$5.00	\$600.00		\$0.00
Erosion Control, Silt Fence								
0010 3211026	260	Syd	\$25.00	\$6,500.00	\$25.00	\$6,500.00		\$0.00
Aggregate Base, 8 inch								
0011 3212006	2	Ton	\$400.00	\$800.00	\$400.00	\$800.00		\$0.00
Hand Patching								
0012 3212025	70	Ton	\$225.00	\$15,750.00	\$225.00	\$15,750.00		\$0.00
HMA, 13A								
0013 3213025	91	Ft	\$38.00	\$3,458.00	\$38.00	\$3,458.00		\$0.00
Curb and Gutter, Conc, Det F4								
0014 3213035	50	Ft	\$38.00	\$1,900.00	\$38.00	\$1,900.00		\$0.00
Curb Ramp Opening, Conc								
0015 3213077	250	Sft	\$9.50	\$2,375.00	\$9.50	\$2,375.00		\$0.00
Sidewalk Ramp, Conc, 6 inch								
0016 3213086	5,400	Sft	\$5.00	\$27,000.00	\$5.00	\$27,000.00		\$0.00
Sidewalk, Conc, 4 inch								
0017 3213087	610	Sft	\$6.25	\$3,812.50	\$6.25	\$3,812.50		\$0.00
Sidewalk, Conc, 6 inch								
0018 3292001	1	LSUM	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00		\$0.00
Turf Establishment								
0019 3305031	1	Ea	\$200.00	\$200.00	\$200.00	\$200.00		\$0.00
Gate Box, Adj, Case 2								
0020 3305041	1	Ea	\$600.00	\$600.00	\$600.00	\$600.00		\$0.00
Dr Structure Cover, Adj, Case 2								
0021 3305045	1	Ft	\$600.00	\$600.00	\$600.00	\$600.00		\$0.00
Dr Structure, Adj, Add Depth			L					L

Contract # 20M0046 (Union Township) MERL: 2022.6.0

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7/12/2022 9:54:14 AM

Line Pay Item Code	Quantity	Units	(0) ENGINEER'S E	STIMATE	(1) The Isabella Co	rporation		
Description			Bid Price	Total	Bid Price	Total	Bid Price	Total
0022 3305066	1	Ea	\$850.00	\$850.00	\$850.00	\$850.00		\$0.00
Dr Structure Cover, Type G								
0023 3342001	2	Ea	\$750.00	\$1,500.00	\$750.00	\$1,500.00		\$0.00
Culv, Rem, Less than 24 inch								
0024 3342410	1	Ea	\$650.00	\$650.00	\$650.00	\$650.00		\$0.00
Culv End Sect, 12 inch								
0025 3342411	1	Ea	\$750.00	\$750.00	\$750.00	\$750.00		\$0.00
Culv End Sect, 15 inch								
0026 3344002	1	Ea	\$650.00	\$650.00	\$650.00	\$650.00		\$0.00
Dr Structure, Rem								
0027 3344005	133	Ft	\$20.00	\$2,660.00	\$20.00	\$2,660.00		\$0.00
Storm Sewer, Rem, Less than 24 inc	h 							
0028 3344010	18	Ft	\$65.00	\$1,170.00	\$65.00	\$1,170.00		\$0.00
Storm Sewer, Cl A, 6 inch, Tr Det A								
0029 3344020	25	Ft	\$75.00	\$1,875.00	\$75.00	\$1,875.00		\$0.00
Storm Sewer, Cl A, 8 inch, Tr Det A								
0030 3344021	21	Ft	\$85.00	\$1,785.00	\$85.00	\$1,785.00		\$0.00
Storm Sewer, Cl A, 8 inch, Tr Det B								
0031 3344040	17	Ft	\$90.00	\$1,530.00	\$90.00	\$1,530.00		\$0.00
Storm Sewer, Cl A, 12 inch, Tr Det A								
0032 3344055	68	Ft	\$100.00	\$6,800.00	\$100.00	\$6,800.00		\$0.00
Storm Sewer, Cl A, 15 inch, Tr Det A								
0033 3344056	227	Ft	\$105.00	\$23,835.00	\$105.00	\$23,835.00		\$0.00
Storm Sewer, Cl A, 15 inch, Tr Det B								
0034 3344500	1	Ea	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00		\$0.00
Dr Structure, 24 inch dia								
0035 3344501	1	Ea	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00		\$0.00
Dr Structure, 48 inch dia								
0036 3344522	1	Ea	\$550.00	\$550.00	\$550.00	\$550.00		\$0.00
Dr Structure, Tap, 8 inch								
0037 3344524	1	Ea	\$600.00	\$600.00	\$600.00	\$600.00		\$0.00
Dr Structure, Tap, 12 inch								

Contract # 20M0046 (Union Township) MERL: 2022.6.0

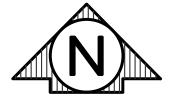
Page 3 of 4

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Quantity	Units	(0) ENGINEER'S ES	STIMATE	(1) The Isabella Corp	ooration		
		Bid Price	Total	Bid Price	Total	Bid Price	Total
2	Ea	\$650.00	\$1,300.00	\$650.00	\$1,300.00		\$0.00
1	Ea	\$750.00	\$750.00	\$750.00	\$750.00		\$0.00
2	Ea	\$200.00	\$400.00	\$200.00	\$400.00		\$0.00
2	Ea	\$50.00	\$100.00	\$50.00	\$100.00		\$0.00
			\$182,010.50		\$182,010.50		
	1 2	1 Ea 2 Ea	Bid Price  2 Ea \$650.00  1 Ea \$750.00  2 Ea \$200.00  2 Ea \$50.00	Bid Price Total  2 Ea \$650.00 \$1,300.00  1 Ea \$750.00 \$750.00  2 Ea \$200.00 \$400.00	Bid Price         Total         Bid Price           2 Ea         \$650.00         \$1,300.00         \$650.00           1 Ea         \$750.00         \$750.00         \$750.00           2 Ea         \$200.00         \$400.00         \$200.00           2 Ea         \$50.00         \$100.00         \$50.00	Bid Price         Total         Bid Price         Total           2 Ea         \$650.00         \$1,300.00         \$650.00         \$1,300.00           1 Ea         \$750.00         \$750.00         \$750.00         \$750.00           2 Ea         \$200.00         \$400.00         \$200.00         \$400.00           2 Ea         \$50.00         \$100.00         \$50.00         \$100.00	Bid Price         Total         Bid Price         Total         Bid Price           2 Ea         \$650.00         \$1,300.00         \$650.00         \$1,300.00           1 Ea         \$750.00         \$750.00         \$750.00           2 Ea         \$200.00         \$400.00         \$200.00         \$400.00           2 Ea         \$50.00         \$100.00         \$50.00         \$100.00

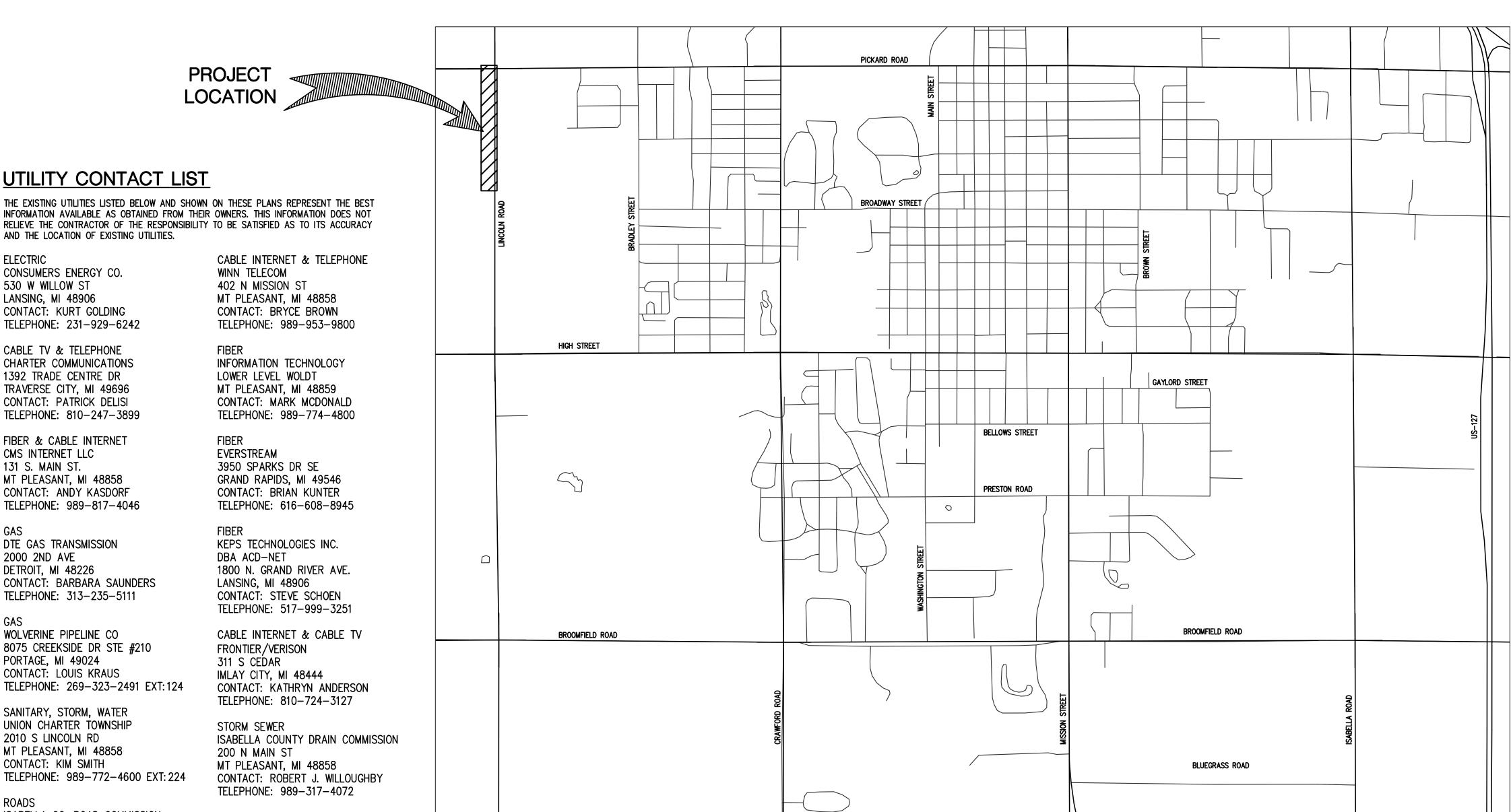
Contract # 20M0046 (Union Township) MERL: 2022.6.0

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# CONSTRUCTION PLANS FOR CHARTER TOWNSHIP OF UNION 2020 SIDEWALK IMPROVEMENTS

SECTION 17, T14N R4W ISABELLA COUNTY, MICHIGAN



# SHEET INDEX

- 1 COVER SHEET 2 NOTE SHEET
- 3 LEGEND SHEET
- 4 CONTROL SHEET LINCOLN RD 5 - DETAIL SHEET
- 6 DETAIL GRADING SHEET
- 7 REMOVAL PLAN SHEET 8-9 - PLAN AND PROFILE SHEETS

# PROJECT DESCRIPTION

CONSTRUCTION OF SIDEWALK AND STORM SEWER IMPROVEMENTS ON GUTTER, STORM SEWER, AND DITCH EARTHWORK.

# MDOT STANDARD PLANS

WHERE THE FOLLOWING ITEMS ARE CALLED FOR ON THE PLANS, THEY ARE TO CONFORM TO THE MDOT STANDARD PLANS LISTED UNLESS OTHERWISE INDICATED.

R-12-E COVER G

CURB RAMP AND DETECTABLE WARNING DETAILS DRIVEWAY OPENINGS & APPROACHES AND CONCRETE SIDEWALKS CONCRETE CURB AND CONCRETE CURB & GUTTER

BEDDING AND FILLING AROUND PIPE CULVERTS UTILITY TRENCHES R-83-C

R-86-F PRECAST CONCRETE END SECTION FOR PIPE CULVERT STEEL END SECTION

\*INDICATES SPECIAL DETAIL

OF UNION OVEMENTS TER TOWNSHIP SIDEWALK IMPRO

CHAR 2020

# OWNER INFORMATION

2010 S. LINCOLN MT. PLEASANT, MI 48858



PLAN	SUBMITTALS AND CHANGES	
	BIDDING DOCUMENTS	REV:
DATE	DESCRIPTION	
		SHT# 1 OF 9
		JOB No: 20M0046

MICHIGAN DEPARTMENT OF TRANSPORTATION - MT PLEASANT TSC

ROADS/TRAFFIC SIGNALS

1212 CORPORATE DR

MT PLEASANT, MI 48858 CONTACT: BILL MAYHEW

TELEPHONE: 989-773-7756

UTILITY CONTACT LIST

CONSUMERS ENERGY CO.

CONTACT: KURT GOLDING TELEPHONE: 231-929-6242

CABLE TV & TELEPHONE

1392 TRADE CENTRE DR

TRAVERSE CITY, MI 49696

CONTACT: PATRICK DELISI

FIBER & CABLE INTERNET

MT PLEASANT, MI 48858

DTE GAS TRANSMISSION

CONTACT: ANDY KASDORF

TELEPHONE: 989-817-4046

CONTACT: BARBARA SAUNDERS

8075 CREEKSIDE DR STE #210

TELEPHONE: 269-323-2491 EXT: 124

TELEPHONE: 989-772-4600 EXT: 224

ISABELLA CO. ROAD COMMISSION

TELEPHONE: 313-235-5111

WOLVERINE PIPELINE CO

CONTACT: LOUIS KRAUS

SANITARY, STORM, WATER UNION CHARTER TOWNSHIP

MT PLEASANT, MI 48858

2010 S LINCOLN RD

CONTACT: KIM SMITH

2261 E REMUS RD

MT PLEASANT. MI 48858

CONTACT: PAT GAFFNEY

TELEPHONE: 989-773-7131

ROADS

PORTAGE, MI 49024

CMS INTERNET LLC

131 S. MAIN ST.

2000 2ND AVE

DETROIT, MI 48226

TELEPHONE: 810-247-3899

CHARTER COMMUNICATIONS

530 W WILLOW ST

LANSING, MI 48906

CHARTER TOWNSHIP OF UNION

# GENERAL CONSTRUCTION NOTES

# EMERGENCY CONTACTS

BEFORE BEGINNING WORK ON THE PROJECT, THE CONTRACTOR SHALL PROVIDE THE OWNER AND ENGINEER WITH THE NAMES AND TELEPHONE NUMBERS OF EMERGENCY CONTACTS. AT LEAST ONE PERSON REPRESENTING THE CONTRACTOR SHALL BE AVAILABLE TO RESPOND TO EMERGENCIES THROUGHOUT THE LIFE OF THE PROJECT, 24 HOURS A DAY, 7 DAYS A WEEK.

## UNDERGROUND UTILITY IDENTIFICATION AND LOCATION

THE CONTRACTOR SHALL CALL MISS DIG (1-800-482-7171 OR 811) A MINIMUM OF THREE WORK DAYS IN ADVANCE OF BEGINNING EXCAVATION. THE CONTRACTOR IS RESPONSIBLE TO IDENTIFY AND NOTIFY UTILITY AGENCIES WITHIN THE PROJECT AREA WHICH DO NOT PARTICIPATE IN THE MISS DIG NOTIFICATION PROGRAM.

# PUBLIC UTILITIES

EXISTING UTILITIES ARE SHOWN BASED UPON RECORDS AND LOCATIONS PROVIDED BY UTILITY AGENCIES. THE INFORMATION SHOWN IS CONSIDERED APPROXIMATE AND SHALL BE VERIFIED BY THE CONTRACTOR. UNLESS THE PLANS SPECIFICALLY SHOW THAT EXISTING UTILITIES ARE TO BE MOVED, THE CONTRACTOR IS RESPONSIBLE TO PROTECT AND MAINTAIN EXISTING UTILITIES.

# VERIFICATION OF UNDERGROUND UTILITIES

THE CONTRACTOR SHALL EXCAVATE AND LOCATE ALL EXISTING UTILITIES IN THE PROJECT AREA IN ADVANCE OF CONSTRUCTION TO VERIFY THEIR ACTUAL LOCATION. POTENTIAL CONFLICTS SHALL BE REPORTED TO THE ENGINEER. THE CONTRACTOR SHALL MAKE SUCH CHANGES TO GRADE AND ALIGNMENT OF PROPOSED WORK AS DIRECTED BY THE ENGINEER TO AVOID CONFLICTS, AT NO INCREASE IN COST TO THE OWNER.

# UTILITY SERVICE

UNLESS SPECIFICALLY PROVIDED OTHERWISE IN THE CONTRACT DOCUMENTS, ALL EXISTING UTILITIES ARE TO REMAIN IN SERVICE DURING THE PROJECT.

### MAILBOXES

MAILBOXES LOCATED WITHIN THE LIMITS OF EXCAVATION, GRADING, OR CONSTRUCTION SHALL BE REMOVED AND PROTECTED FROM DAMAGE BY THE CONTRACTOR. TEMPORARY MAILBOXES SHALL BE PROVIDED AND MAINTAINED DURING THE PROJECT. UPON COMPLETION OF GRADING OR CONSTRUCTION ACTIVITIES, THE ORIGINAL MAILBOX SHALL BE REINSTALLED.

MAILBOXES (AND/OR SUPPORTS) WHICH ARE DAMAGED AS A RESULT OF THE PROJECT SHALL BE REPLACED BY THE CONTRACTOR, AT THE CONTRACTOR'S EXPENSE. MAILBOXES SHALL BE REPLACED IN ACCORDANCE WITH THE STANDARDS OF THE U.S. POSTAL SERVICE AND THE REGULATIONS OF THE AGENCY HAVING JURISDICTION OVER THE ROADS AND STREETS IN THE PROJECT AREA.

## PRIVATE IRRIGATION SYSTEMS

WHERE IRRIGATION SYSTEMS WITHIN THE PUBLIC RIGHT-OF-WAY WILL INTERFERE WITH THE PROPOSED CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY THE PROPERTY OWNERS THAT IT IS THEIR RESPONSIBILITY TO REMOVE AND PROTECT THEIR IRRIGATION SYSTEM. THE CONTRACTOR SHALL PROVIDE THE ENGINEER WITH A COPY OF THE NOTIFICATION.

WHERE THE OWNER HAS NOT REMOVED THEIR PRIVATE IRRIGATION SYSTEM, THE CONTRACTOR SHALL CUT AND PLUG THOSE SECTIONS OF PIPING WHICH INTERFERE WITH CONSTRUCTION. SPRINKLER HEADS, VALVES, AND PIPING WHICH INTERFERES WITH THE CONTRACTOR'S WORK, SHALL BE REMOVED AND STOCKPILED ON THE OWNER'S PROPERTY.

# MAINTAINING TRAFFIC

LOCAL AND EMERGENCY TRAFFIC SHALL BE MAINTAINED AT ALL TIMES WITHIN THE PROJECT AREA.

WHEN EXCAVATION, FRESH CONCRETE, OR OTHER CONSTRUCTION WORK WILL RESULT IN THE CLOSURE OF A STREET OR DRIVEWAY FOR A PERIOD OF TIME, THE CONTRACTOR IS RESPONSIBLE TO NOTIFY ALL AFFECTED RESIDENTS AND BUSINESSES IN ADVANCE.

THE CONTRACTOR SHALL NOTIFY EMERGENCY RESPONSE AGENCIES IN ADVANCE OF ROAD CLOSURES OR THE

# SCHEDULE

THE CONTRACTOR SHALL COMPLETE ALL WORK IN AN EXPEDITIOUS MANNER AND SHALL NOT STOP WORK ON THE PROJECT ONCE BEGUN.

# **ALIGNMENT**

ALIGNMENT AND GRADES FOR CURB AND GUTTER (INCLUDING THROUGH RAMPS AND DRIVEWAY OPENINGS) SHOWN ON THE PLANS ARE FOR THE TOP, BACK OF CURB, UNLESS SPECIFICALLY SHOWN OTHERWISE ON THE PLANS.

THE HORIZONTAL ALIGNMENT SHOWN ON THE DRAWINGS FOR DRAINAGE STRUCTURES LOCATED IN THE CURB LINE IS TO THE CENTER OF THE CASTING.

THE HORIZONTAL ALIGNMENT SHOWN ON THE DRAWINGS FOR DRAINAGE STRUCTURES WHICH ARE NOT IN THE CURB LINE AND FOR MANHOLES IS TO THE CENTER OF THE STRUCTURE.

WHERE RIM ELEVATIONS ARE PROVIDED ON THE PLANS FOR MANHOLE CASTINGS. THE ELEVATION PROVIDED

IS FOR THE TOP OF THE CASTING. WHERE RIM ELEVATIONS ARE PROVIDED FOR INLET TYPE CASTINGS, THE ELEVATIONS ARE PROVIDED AS

- CURB INLETS THE ELEVATION OF THE TOP OF CURB ALL OTHER INLETS — THE ELEVATION OF THE FLOW LINE

WHERE RIM ELEVATIONS ARE PROVIDED ON THE PLANS FOR INLETS OR MANHOLE CASTINGS, THE ELEVATIONS PROVIDED ARE CONSIDERED PRELIMINARY. THE CONTRACTOR SHALL MAKE THE FINAL ADJUSTMENT FOLLOWING THE ESTABLISHMENT OF ACTUAL GRADING AND PAVEMENT ELEVATIONS.

# CONSTRUCTION STAKING

WHEN CONSTRUCTION STAKING IS TO BE PROVIDED BY THE ENGINEER OR OWNER, THE CONTRACTOR SHALL REQUEST STAKING AT LEAST THREE WORKING DAYS IN ADVANCE.

WHEN CONSTRUCTION STAKING IS TO BE PROVIDED BY THE ENGINEER OR OWNER. STAKING WILL BE PROVIDED ONE TIME. THE CONTRACTOR SHALL PROTECT AND PRESERVE SURVEY CONTROL AND STAKING. RE-STAKING WILL BE AT THE CONTRACTOR'S EXPENSE.

# SURVEY CORNERS, BENCHMARKS, AND CONTROL POINTS

THE CONTRACTOR SHALL PRESERVE ALL GOVERNMENT CORNERS, PROPERTY CORNERS, BENCHMARKS, SURVEY CONTROL POINTS AND OTHER SURVEY POINTS WITHIN THE PROJECT AREA. WHERE CORNERS. BENCHMARKS, OR SURVEY POINTS ARE ENCOUNTERED WHICH WILL BE DISTURBED BY THE CONTRACTOR'S ACTIVITIES; A LICENSED SURVEYOR SHALL WITNESS THE POINT BEFORE DISTURBANCE AND SHALL RE-SET THE POINT FOLLOWING THE COMPLETION OF CONSTRUCTION ACTIVITIES. THE CONTRACTOR SHALL PAY THE SURVEYOR TO WITNESS AND TO RE-SET THE POINTS.

# PROTECTION OF TREES, SHRUBS, AND LANDSCAPING

ALL TREES. SHRUBS. AND LANDSCAPING WITHIN THE CONSTRUCTION AREA WHICH ARE NOT SPECIFICALLY DESIGNATED FOR REMOVAL SHALL BE PROTECTED FROM DAMAGE BY THE CONTRACTOR. DAMAGED TREES, SHRUBS, AND LANDSCAPING SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE.

# CONSTRUCTION SIGNING AND BARRICADING

THE CONTRACTOR SHALL PROTECT HAZARDOUS AREAS WITH BARRICADES. BARRICADES LEFT IN PLACE AFTER SUNSET SHALL BE LIGHTED.

THE CONTRACTOR SHALL PROVIDE SUITABLE SANDBAGS OR OTHER SUITABLE MEASURES FOR ANCHORING OF TEMPORARY SIGNS AND BARRICADES, TO PREVENT THEIR TIPPING OR DISPLACEMENT BY WIND OR AIR FLOW FROM VEHICLES.

THE CONTRACTOR SHALL PROVIDE SIGNING, BARRICADES, TRAFFIC REGULATORS, CONES, AND OTHER TRAFFIC CONTROL DEVICES IN ACCORDANCE WITH THE REQUIREMENTS OF THE AGENCY HAVING JURISDICTION OVER STREETS OR ROADS IN THE PROJECT AREA, THE CURRENT MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES, AND THE PLANS AND SPECIFICATIONS.

THE CONTRACTOR SHALL COVER OR REMOVE TEMPORARY SIGNS DURING PERIODS WHEN THEY ARE NOT APPROPRIATE.

# TURF ESTABLISHMENT

ALL DISTURBED AREAS WHICH ARE NOT TO BE SURFACED WITH PAVEMENT, AGGREGATE OR OTHER APPROVED SURFACES SHALL BE ESTABLISHED WITH TURF.

TURF AREAS SHALL BE GRADED TO PROVIDE POSITIVE DRAINAGE.

DISTURBED AREAS SHALL BE SURFACED WITH THREE INCHES OF SCREENED TOPSOIL.

THE CONTRACTOR IS RESPONSIBLE TO ESTABLISH TURF WHICH IS SUBSTANTIALLY FREE OF BARE SPOTS AND FREE OF WEEDS. THE GROUND SURFACE IN TURF AREAS SHALL BE SMOOTH AND PROVIDE A NATURAL TRANSITION TO ADJACENT, UNDISTURBED AREAS.

THE CONTRACTOR IS RESPONSIBLE TO PROVIDE WATERING, WEEDING, RESEEDING, AND REWORKING AS NECESSARY TO ESTABLISH TURF AREAS TO THE REQUIRED STANDARD.

# ADA COMPLIANCE

ALL PROPOSED CONSTRUCTION SHALL COMPLY WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA), AND APPLICABLE GUIDELINES OR STANDARDS. WHERE EXISTING CONDITIONS AND/OR THE REQUIREMENTS OF THE PLANS WILL RESULT IN FINISHED CONDITIONS THAT DO NOT MEET THE ADA REQUIREMENTS, GUIDELINES, OR STANDARDS; THE CONTRACTOR SHALL NOTIFY THE ENGINEER BEFORE PROCEEDING WITH CONSTRUCTION. THE CONTRACTOR IS RESPONSIBLE TO REMOVE AND REPLACE WORK DETERMINED TO BE NOT IN ACCORDANCE WITH APPLICABLE REQUIREMENTS, GUIDELINES, OR STANDARDS.

EARTHWORK QUANTITIES, IF PROVIDED, ARE PROVIDED FOR THE CONTRACTOR'S INFORMATION. THE QUANTITIES WERE DEVELOPED USING THE AVERAGE END AREA METHOD. ASSUMPTIONS REGARDING TOPSOIL AND SHRINKAGE ARE STATED WITH THE ESTIMATES OF EXCAVATION AND FILL.

EARTHWORK SUMMARY (FOR INFORMATION ONLY)

EXCAVATION 40 CYD

98 CYD

- 4 INCHES OF CONCRETE AND 4 INCHES OF GRANULAR SIDEWALK BASE, INCLUDED IN EXCAVATION
- 3 INCHES OF TOPSOIL, INCLUDED IN EXCAVATION AND FILL VOLUMES
- EXCAVATION AND FILL VOLUMES HAVE BEEN DETERMINED WITHOUT CONSIDERATION OF AFFECT OF DENSITY, MOISTURE CONTENT, EXPANSION, ETC.

THE CONTRACTOR SHALL MAKE HIS OWN DETERMINATION OF THE EARTHWORK QUANTITIES. AND BASE HIS BID ON HIS DETERMINATION OF THE QUANTITIES OF WORK REQUIRED.

IF ADDITIONAL FILL MATERIAL MUST BE PROVIDED TO ATTAIN THE FINISH GRADES SHOWN ON THE PLANS. THE CONTRACTOR SHALL PROVIDE THE REQUIRED FILL MATERIAL, UNLESS A SPECIFIC BORROW AREA IS IDENTIFIED ON THE PLANS.

EXCESS SOILS RESULTING FROM EXCAVATION AND EARTHWORK SHALL BECOME THE CONTRACTOR'S PROPERTY AND DISPOSED OF PROPERLY. UNLESS AN AREA(S) HAS BEEN DESIGNATED FOR STOCKPILING OR "BLENDING IN" THE EXCESS MATERIAL WITHIN THE PROJECT LIMITS.

# BACKFILL AND EMBANKMENT

BACKFILL OF AN EXCAVATION UNDER OR WITHIN THE ONE ON ONE INFLUENCE OF AN EXISTING OR PROPOSED ROAD, SIDEWALK, DRIVEWAY, PAVEMENT, OR AGGREGATE SURFACE, SHALL BE SAND, MEETING THE REQUIREMENTS OF GRANULAR MATERIAL CLASS III AS DESCRIBED IN THE CURRENT MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION. THE SAND BACKFILL SHALL BE COMPACTED TO AT LEAST 95% OF ITS MAXIMUM UNIT WEIGHT.

BACKFILL OF AN EXCAVATION WHICH IS NOT UNDER OR WITHIN THE ONE ON ONE INFLUENCE OF AN EXISTING OR PROPOSED ROAD, SIDEWALK, DRIVEWAY, PAVEMENT, OR AGGREGATE SURFACE MAY BE SUITABLE EXCAVATED MATERIAL OR OTHER SOIL, WHICH IS FREE OF ORGANIC MATTER, STONES AND ROCKS, ROOTS, BROKEN CONCRETE, FROZEN MATERIAL, OR DEBRIS. THE BACKFILL SHALL BE COMPACTED TO AT LEAST 90% OF ITS MAXIMUM UNIT WEIGHT.

THE CONTRACTOR SHALL INDICATE THE SOURCE OF SAND USED FOR BACKFILL TO THE ENGINEER, AND PROVIDE THE ENGINEER WITH THE RESULTS OF A GRADATION TEST PERFORMED ON A SAMPLE OF THE SAND. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IN ADVANCE OF USING SAND FROM OTHER SOURCES.

EMBANKMENT USED TO BUILD THE SUBGRADE TO REQUIRED ELEVATION SHALL BE SUITABLE SOIL EXCAVATED FROM THE PROJECT SITE, OR FURNISHED BY THE CONTRACTOR FROM OTHER SOURCES. SUITABLE SOIL IS FREE FROM ORGANIC MATTER, ROCKS AND STONES, FROZEN MATERIAL, BROKEN CONCRETE, AND DEBRIS.

EMBANKMENT CONSTRUCTED OF GRANULAR SOILS SHALL BE COMPACTED IN LIFTS NOT EXCEEDING 10 INCHES TO AT LEAST 95% OF ITS MAXIMUM UNIT WEIGHT.

# DENSITY TESTING

THE MAXIMUM UNIT WEIGHT OF SAND AND OTHER GRANULAR SOILS WILL BE DETERMINED BY THE ONE POINT CONE TEST, AS DESCRIBED IN THE MICHIGAN DEPARTMENT OF TRANSPORTATION'S DENSITY TESTING AND INSPECTION MANUAL, EXCEPT WHEN ANOTHER TEST METHOD IS SPECIFIED.

THE MAXIMUM UNIT WEIGHT OF COHESIVE SOILS WILL BE DETERMINED BY THE ONE POINT PROCTOR TEST, AS DESCRIBED IN THE MICHIGAN DEPARTMENT OF TRANSPORTATION'S DENSITY TESTING AND INSPECTION MANUAL, EXCEPT WHEN ANOTHER TEST METHOD IS SPECIFIED.

# WORK HOURS

UNLESS PROVIDED OTHERWISE IN THE CONTRACT DOCUMENTS OR LIMITED BY LOCAL ORDINANCE, THE CONTRACTOR SHALL WORK MON.-SAT. 7 A.M. TO SUNDOWN, UNLESS OTHERWISE APPROVED BY THE OWNER.

THE CONTRACTOR SHALL NOT WORK ON SUNDAYS OR HOLIDAYS, UNLESS OTHERWISE APPROVED BY THE

# DRAINAGE

THE CONTRACTOR SHALL MAINTAIN DRAINAGE OF THE PROJECT AREA AND ADJACENT AREAS. WHERE EXISTING DRAINAGE FACILITIES ARE DISTURBED OR BLOCKED BY CONSTRUCTION, THE CONTRACTOR SHALL PROVIDE AND MAINTAIN TEMPORARY PROVISIONS FOR DRAINAGE.

WHERE CONSTRUCTION HAS DISTURBED EXISTING DITCHES, SWALES, OR OTHER DRAINAGE FACILITIES; THE CONTRACTOR SHALL RESTORE THEM TO THEIR GRADES AND DIMENSIONS WHICH EXISTED PRIOR TO THE BEGINNING OF CONSTRUCTION, UNLESS DIRECTED OTHERWISE.

DRAINAGE SHALL NOT BE REROUTED ONTO ADJACENT PROPERTIES NOR ALLOWED TO DRAIN ONTO ADJACENT PROPERTIES AT AN INCREASED RATE, AS A RESULT OF THE CONTRACTOR'S WORK.

# ROAD PROJECTS

# ADJUSTING STRUCTURES

WHERE CASTINGS FOR MANHOLES, CATCH BASINS, INLETS, VALVE BOXES, AND MONUMENT BOXES ARE TO BE ADJUSTED TO MEET A NEW PAVEMENT SURFACE ELEVATION, THE FINAL ADJUSTMENT SHALL NOT BE COMPLETED UNTIL ALL PAVEMENT COURSES HAVE BEEN PLACED EXCEPT THE FINAL COURSE. THE FINAL ADJUSTMENT SHALL BE COMPLETED JUST PRIOR TO PLACEMENT OF THE FINAL COURSE OF PAVEMENT.

THE MATERIALS AND PROCEDURES FOR ADJUSTING STRUCTURES SHALL MEET THE REQUIREMENTS OF THE AGENCIES HAVING JURISDICTION OVER THE ROAD AND UTILITIES.

SUBGRADE PREPARATION

TOPSOIL, PEAT, AND ORGANIC MATERIAL SHALL BE EXCAVATED AND REMOVED.

SOFT AND YIELDING SOILS SHALL BE REMOVED OR DRIED IF THE RESULT OF EXCESSIVE MOISTURE CONTENT

PRIOR TO CONSTRUCTING FILLS. SUBBASE, OR PAVEMENT ON A SUBGRADE: THE SUBGRADE SHALL BE PROOF-ROLLED TO DETERMINE THE SUITABILITY OF THE SUBGRADE. THE CONTRACTOR SHALL DRIVE A HEAVY PIECE OF WHEELED CONSTRUCTION EQUIPMENT OVER THE SUBGRADE WHILE THE ENGINEER IS OBSERVING. THE CONSTRUCTION OF FILLS, SUBBASE, OR PAVEMENTS SHALL NOT PROCEED UNTIL THE SUBGRADE HAS BEEN DEMONSTRATED TO BE FREE OF SOFT AREAS.

THE CONTRACTOR IS RESPONSIBLE TO MAINTAIN THE MOISTURE CONTENT OF SUBGRADE SOILS WITHIN A SUITABLE RANGE TO ALLOW FOR COMPACTION TO THE REQUIRED DENSITY. WHEN THE SOIL IS TOO DRY. THE CONTRACTOR SHALL ADD WATER. WHEN THE SOIL IS TOO WET, THE CONTRACTOR SHALL PROVIDE DRAINAGE OR AERATE THE SOIL.

THE SURFACE OF THE SUBGRADE SHALL BE COMPACTED TO AT LEAST 95% OF ITS MAXIMUM UNIT WEIGHT, PRIOR TO CONSTRUCTING FILLS, SUBBASE, OR PAVEMENTS.

# CURB AND GUTTERS

THE CONTRACTOR SHALL DETERMINE THE LOCATION AND DIMENSIONS OF CURB OPENINGS FOR DRIVEWAYS, RAMPS, AND DRAINAGE STRUCTURES.

# HOT MIX ASPHALT (HMA) PAVING

PAVEMENTS WHICH ARE TO BE OVERLAID WITH A NEW PAVEMENT COURSE SHALL BE SWEPT TO REMOVE ALL DIRT AND DEBRIS.

A BITUMINOUS BOND COAT SHALL BE APPLIED TO PAVEMENTS WHICH ARE TO BE OVERLAID WITH A NEW PAVEMENT COURSE AND ALLOWED TO CURE PRIOR TO CONSTRUCTING THE NEW PAVEMENT COURSE.

HMA PAVEMENT SHALL NOT BE PLACED WHEN THE SURFACE BEING OVERLAID IS WET. OR WHEN RAIN IS FORECAST OR THREATENING.

# DRIVEWAY CONSTRUCTION

DRIVEWAY SLOPES SHALL NOT EXCEED 10%, EXCEPT WHERE SPECIFICALLY INDICATED OTHERWISE ON THE PLANS OR DIRECTED BY THE ENGINEER.

THE CONTRACTOR SHALL PROVIDE PROPERTY OWNERS WITH SUITABLE NOTICE BEFORE REMOVING AND REPLACING AN EXISTING DRIVEWAY.

# SIDEWALK CONSTRUCTION

SIDEWALKS SHALL BE CONSTRUCTED TO PROVIDE POSITIVE DRAINAGE OF THE SIDEWALK AND ADJACENT

EXCEPT WHERE NECESSARY TO PROVIDE POSITIVE DRAINAGE OR MEET EXISTING SURFACES. SIDEWALK SHALL BE CONSTRUCTED WITH A CROSS SLOPE SLOPED TOWARD THE STREET.

SIDEWALK CROSS SLOPES SHALL NOT EXCEED 2%.

IN TURF AREAS, THE SURFACE OF THE SIDEWALK SHALL BE ABOUT 1/4 INCH HIGHER THAN THE ADJACENT GROUND SURFACES, EXCEPT WHERE NECESSARY TO PROVIDE POSITIVE DRAINAGE OR MEET EXISTING SIDEWALKS, CURBS, OR PAVEMENTS.

SIDEWALK SHALL BE CONSTRUCTED ON A SAND BASE, COMPACTED TO AT LEAST 95% OF ITS MAXIMUM UNIT WEIGHT.

THE CONTRACTOR SHALL NOTIFY THE ENGINEER WHEN SIDEWALK FORMS HAVE BEEN SET AND THE SAND BASE PREPARED. CONCRETE SHALL NOT BE PLACED UNTIL THE ENGINEER HAS OBSERVED THE FORMS. CONCRETE DELIVERY SHALL BE SCHEDULED TO ALLOW SUFFICIENT TIME FOR ADJUSTMENT OF THE FORMS, IN THE EVENT THAT ADJUSTMENT IS NECESSARY.

THE CONTRACTOR SHALL PROTECT FRESH CONCRETE FROM DAMAGE BY THE WEATHER, TRAFFIC, OR VANDALISM. DAMAGED CONCRETE SHALL BE REPLACED BY THE CONTRACTOR'S EXPENSE.

# STORM SEWER CONSTRUCTION NOTES

DRAINAGE STRUCTURES SHALL BE CONSTRUCTED FROM PRECAST CONCRETE MANHOLE SECTIONS, MEETING

SUMPS IN DRAINAGE STRUCTURES AND PIPELINES SHALL BE FREE OF SEDIMENT AND DEBRIS AT THE TIME OF ACCEPTANCE BY THE OWNER.

MISCELLANEOUS QUANTITIES						
DESCRIPTION	QUANTITY	UNITS				
Mobilization	1	LSUM				
Cleanup and Restoration	1	LSUM				
Earthwork	1	LSUM				
Maintaining Traffic	1	LSUM				
Turf Establishment	1	LSUM				
Erosion Control, Silt Fence	120	Ft				

SDE CHAR 2020



PLAN SUBMITTALS AND CHANGES BIDDING DOCUMENTS REV: DATE DESCRIPTION JOB No: 20M0046

031

OF UNION OVEMENTS

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SERVIC

TOWNSHIP WALK IMPR(

☑	EXISTING CATCH BASIN IN CURB LINE	Ø	UTILITY SYMBOLS UTILITY POLE	12" STM	W LINE TYPES - EXISTING STORM SEWER	<u>''</u>		<u>NTIFICATION</u>
	PROPOSED CATCH BASIN IN CURB LINE	>	GUY ANCHOR CABLE	===12" CONC ===================================	EXISTING CULVERT			CURB AND GUTT
•	EXISTING CATCH BASIN IN GREEN SPACE	*	LIGHT POLE / ORNAMENTAL LIGHT		PROPOSED STORM SEWER		PROPOSE	ED CURB AND GU
•	PROPOSED CATCH BASIN IN GREEN SPACE	❖	POWER LIGHT POLE		- PROPOSED STORM SEWER		PROPOSE	ED DETECTABLE W
0	EXISTING STORM MANHOLE	0	TELEPHONE MANHOLE	12" SAN	24 AND GILATER		HATCHING I	<u>LEGEND</u>
•	PROPOSED STORM MANHOLE	<del>^</del>	UNDERGROUND GAS LINE MARKER		- PROPOSED SANITARY SEWER		RFM∩\/F	E PAVEMENT
Þ	PROPOSED CULVERT END SECTION		GAS RISER		- EXISTING WATER MAIN		NEW OVE	
)	EXISTING HEADWALL	o	GAS VENT		- PROPOSED WATER MAIN		REMOVE	CONCRETE SID
)	PROPOSED HEADWALL	•	GAS VALVE		- SECTION LINE			
8	EXISTING WATER SHUTOFF (SERVICE VALVE)	$\oplus$	RAILROAD SIGNAL	60' ROW	- EXISTING RIGHT OF WAY	· <del>x x x x x</del>	REMOVE	CURB AND GU
•	EXISTING GATE VALVE AND BOX (STOP BOX)	*	METAL LIGHT POLE	60' ROW	- PROPOSED RIGHT OF WAY			
•	PROPOSED GATE VALVE AND BOX	Ф	OUTLET		- PROPOSED EASEMENT		0.1115	
0	EXISTING GATE VALVE AND WELL		CIRCUIT BREAKER PANEL		EXISTING CENTER LINE DITCH		SAND B	BACKFILL (PROFI
•	PROPOSED GATE VALVE AND WELL		ELECTRICAL TRANSFORMER PAD		- PROPOSED DITCH CENTERLINE		PROPOS	SED CONCRETE S
R	EXISTING SPRINKLER HEAD		ELECTRICAL TRANSFORMER RISER		EXISTING CENTER LINE ROADWAY		11101 00	DED CONCINETE S
0	EXISTING WATER WELL	₽	ELECTRIC METER		PARCEL LINE / LOT LINE		PROPOS	SED CONCRETE S
- <b>\$</b> -	EXISTING FIRE HYDRANT		TELEPHONE PEDESTAL / RISER	·····	EXISTING OVERHEAD UTILITIES			
<b>.</b>	PROPOSED FIRE HYDRANT	8	TRAFFIC SIGNAL ON POLE		- UNDERGROUND ELECTRICAL LINE		PROPOS	SED HMA APPRO
<b>/ L.L.</b>	PROPOSED WATER MAIN FITTINGS		PHONE BOOTH / PAY PHONE		- GAS LINE OR PETROLEUM PIPELINE			
o	EXISTING CLEAN OUT				- UNDERGROUND TELEPHONE LINE		PROPOSED C	
0	EXISTING SANITARY SEWER MANHOLE		SURVEY SYMBOLS		- UNDERGROUND CABLE TV LINE	TOPO CALLOUTS  ADJ	<u>PLAN VIEW</u>	ADJUST STRU
•	PROPOSED SANITARY SEWER MANHOLE		MONUMENT		- UNDERGROUND FIBER OPTIC	ADJ-X	(ADJ-X)	ADJUST STRU
×	EXISTING MONITORING WELL	<b>≜</b>	BENCHMARK	11+00	- PROJECT CONTROL LINE	ADJ-B/O	(ADJ-B/O)	
			TRAVERSE POINT		TREE LINE	REC	REC	RECONSTRUCT
<u>EX</u>	ISTING TOPOGRAPHICAL SYMBOLS	•	SECTION CORNER	······································	BRUSH LINE	REL	REL	RELOCATE
<b>€</b> ⁄~	SIGN	•	FOUND SURVEY MONUMENTATION	xxxxxxx	- EXISTING FENCE	REL-B/O	(REL-B/O)	
þ	STREET SIGN		MISCELLANEOUS SYMBOLS	xxx	- PROPOSED FENCE	REM	R	REMOVE
=	END OF PIPE	EX 1812	EXISTING STORM SEWER STRUCTURE NUMBER	0 0 0 0 0 0 0 0 0	EXISTING GUARD RAIL	R&R	(R&R)	REMOVE AND
<u>ज</u> र्म ग्राप्ट	SWAMP OR WETLAND	\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\	EXISTING SANITARY SEWER STRUCTURE NUMBER		· PROPOSED SLOPE STAKE LINE	SALV	SALV	SALVAGE
	DECIDUOUS TREE	(5236)	PROPOSED STORM SEWER STRUCTURE NUMBER		- PROPOSED SILT FENCE	SAVE	<u> </u>	SAVE
Ziji.	CONIFEROUS TREE	A	PROPOSED SANITARY SEWER STRUCTURE NUMBER		TOPOGRAPHY	ABN	A	ABANDON
<b>\$</b>	TREE STUMP	~~~	FLOW DIRECTION	960	EXISTING CONTOURS MAJOR	CLR	©	CLEARING
	MAIL BOX		EXISTING RIP-RAP		EXISTING CONTOURS MINOR		B	BULKHEAD
Ø	SOIL BORING		PROPOSED RIP-RAP	960—	PROPOSED CONTOUR MAJOR		SR-F	SIDEWALK RAM
0	ROCK	- Eine		958	PROPOSED CONTOURS MINOR		6	SOIL EROSION
۰	METAL POST	••CAUTION••	<u>CAUTION SYMBOLS</u>	5456			<del></del>	
	BUMPER BLOCK	I II	USED WITH UNDERGROUND GAS & ELECTRICAL LINES		L INFORMATION			PLAN SUBMITT
				401-069	PARCEL/TAX IDENTIFICATION NUMBER		((0), [, ]	BIDDIN

# <u>\TION</u>

AND GUTTER

AND GUTTER

JULY 2022 DER

ROWE PR SERVICES

CTABLE WARNING SURFACE

ETE SIDEWALK

AND GUTTER

(PROFILE)

CRETE SIDEWALK

CRETE SIDEWALK RAMP

APPROACH

IST STRUCTURE

IST STRUCTURE W/ NEW COVER

IST STRUCTURE BY OTHERS

INSTRUCT STRUCTURE

CATE

CATE BY OTHERS

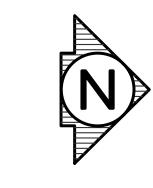
OVE AND REPLACE

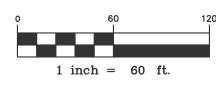
WALK RAMP TYPE

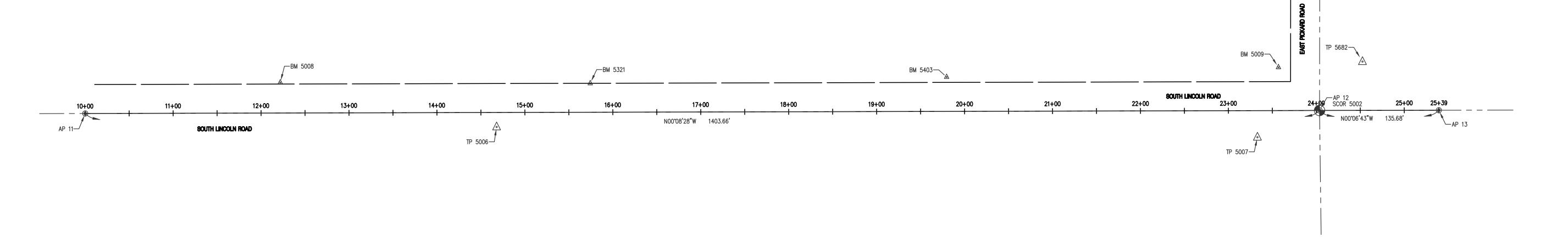
EROSION CONTROL MEASURE



RE RE SA AE CL BU	ELOCATE BY OTHERS EMOVE EMOVE AND REPLACE ALVAGE AVE BANDON EARING JIKHEAD DEWALK RAMP TYPE DIL EROSION CONTROL MEASURE  N SUBMITTALS AND CHANGES	CHARTER TOWNSHIP OF UNION 2020 SIDEWALK IMPROVEMENTS	
DATE	BIDDING DOCUMENTS  DESCRIPTION	REV:	
		SHT# 3 OF S JOB No: 20M004	6







# LINCOLN CENTERLINE ALIGNMENT - CONTROL TABLE

BENCH	MARK DAT	A TABLE			
NUMBER	NORTHING	EASTING	ELEVATION	STATION	OFFSET
RM 5008	768638	13006484	800 88	12+21.87	34 76' I T

NUME BM 5008 BM 5009 NW FLANGE BOLT OF HYDRANT W. SIDE OF LINCOLN RD., 165'± S. OF CL OF DRIVE TO COMM. ON AGING 769773 803.07 23+57.05 49.29' LT S'LY OF FLANGE BOLT OF HYDRANT, SW QUAD OF PICKARD & LINCOLN ROADS 13006466 BM 5321 768991 13006485 806.80 15+74.37 32.86' LT SW FLANGE BOLT OF HYDRANT, IN FRONT OF "MASONIC CTR" BLD. ON W. SIDE OF LINCOLN RD. 13006478 805.32 19+79.68 39.14' LT NW FLANGE BOLT OF HYDRANT, 15' ± S. & 8' ± W. OF W. BC FOR S'LY OF DRIVE TO TWP. BLD. BM 5403 769396

# TRAVERSE POINT DATA TABLE

UMBER	NORTHING	EASTING	STATION	OFFSET	DESCRIPTION
OWIDEIN	NONTHINO	LASTINO	SIATION	OLIDEL	
5006	768884.3260	13006534.4310	14+67.80	16.47'RT	SET IRON WITH "ROWE TRAV" CAP, 4'± E. OF E. EDGE BIT FOR LINCOLN RD., 15'± S. OF CL TO DRIVEWAY FOR HSE# 2181, 19'± NNW
5007	760740 5140	13006546 1350	23132.06	₹0 ₹1' DT	SET IDON WITH "POWE TRAV" CAR A'+ E OF E R/C FOR LINCOLN RD A'+ N OF CLOF CR 12'+ SW OF SW COR OF WOOD FENCE

# NUMB TP 50

MBEK	NORTHING	EASTING	STATION	OFFSET	DESCRIPTION
5006	768884.3260	13006534.4310	14+67.80	16.47'RT	SET IRON WITH "ROWE TRAV" CAP, 4'± E. OF E. EDGE BIT FOR LINCOLN RD., 15'± S. OF CL TO DRIVEWAY FOR HSE# 2181, 19'± NNW
5007	769749.5140	13006546.1350	23+32.96	30.31'RT	SET IRON WITH "ROWE TRAV" CAP, 4'± E. OF E. B/C FOR LINCOLN RD., 4'± N. OF CL OF CB, 12'± SW OF SW COR. OF WOOD FENCE

POINT OF ENDING, LINCOLN CENTERLINE ALIGNMENT

# ALIGNMENT POINT DATA TABLE

ALIGINIA		DATA TABLE			
NUMBER	NORTHING	EASTING	STATION	OFFSET	DESCRIPTION
AP 11	768416.4845	13006519.1092	10+00.00	0.00' RT	POINT OF BEGINNING, LINCOLN CENTERLINE ALIGNMENT
AP 12	769820.1390	13006515.6520	24+03.66	0.00' RT	ANGLE POINT, LINCOLN CENTERLINE ALIGNMENT

25+39.34

# SECTION CORNER DATA TABLE

769955.8171 13006515.3867

NUMBER QCOR 5001	NORTHING 769853.7670	EASTING 13009168.1860	STATION 24+32.10	OFFSET 2652.59' RT	DESCRIPTION 1/4 CORNER F-5, T14N-R4W, UNION TWP., ISABELLA CO., MICHIGAN
SCOR 5002	769820.1390	13006515.6520	24+03.66	0.00' RT	1/4 CORNER E-5, T14N-R4W, UNION TWP., ISABELLA CO., MICHIGAN, ANGLE POINT(AP 12), BLUE GRASS CENTERLINE ALIGNMENT
QCOR 5003	769823.4330	13003859.6620	24+12.15	2655.98'LT	1/4 CORNER D-5, T14N-R4W, UNION TWP., ISABELLA CO., MICHIGAN
QCOR 5004	772452.1220	13006510.5060	N/A	N/A	1/4 CORNER E-4, T14N-R4W, UNION TWP., ISABELLA CO., MICHIGAN
QCOR 5005	767174.5750	13006522.1680	N/A	N/A	1/4 CORNER E-6, T14N-R4W, UNION TWP., ISABELLA CO., MICHIGAN

# LEGEND

LLGLIA	<u> </u>		
<b>A</b>	BENCHMARK	•	ALIGNMENT POINT
$\triangle$	TRAVERSE POINT	<b></b>	SECTION CORNER

# NOTES:

VERTICAL DATUM IS - NAVD88 PER CORS OBSERVATION HORIZONTAL DATUM IS MICHIGAN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE NAD83 (2011) UNITS ARE INTERNATIONAL FEET.

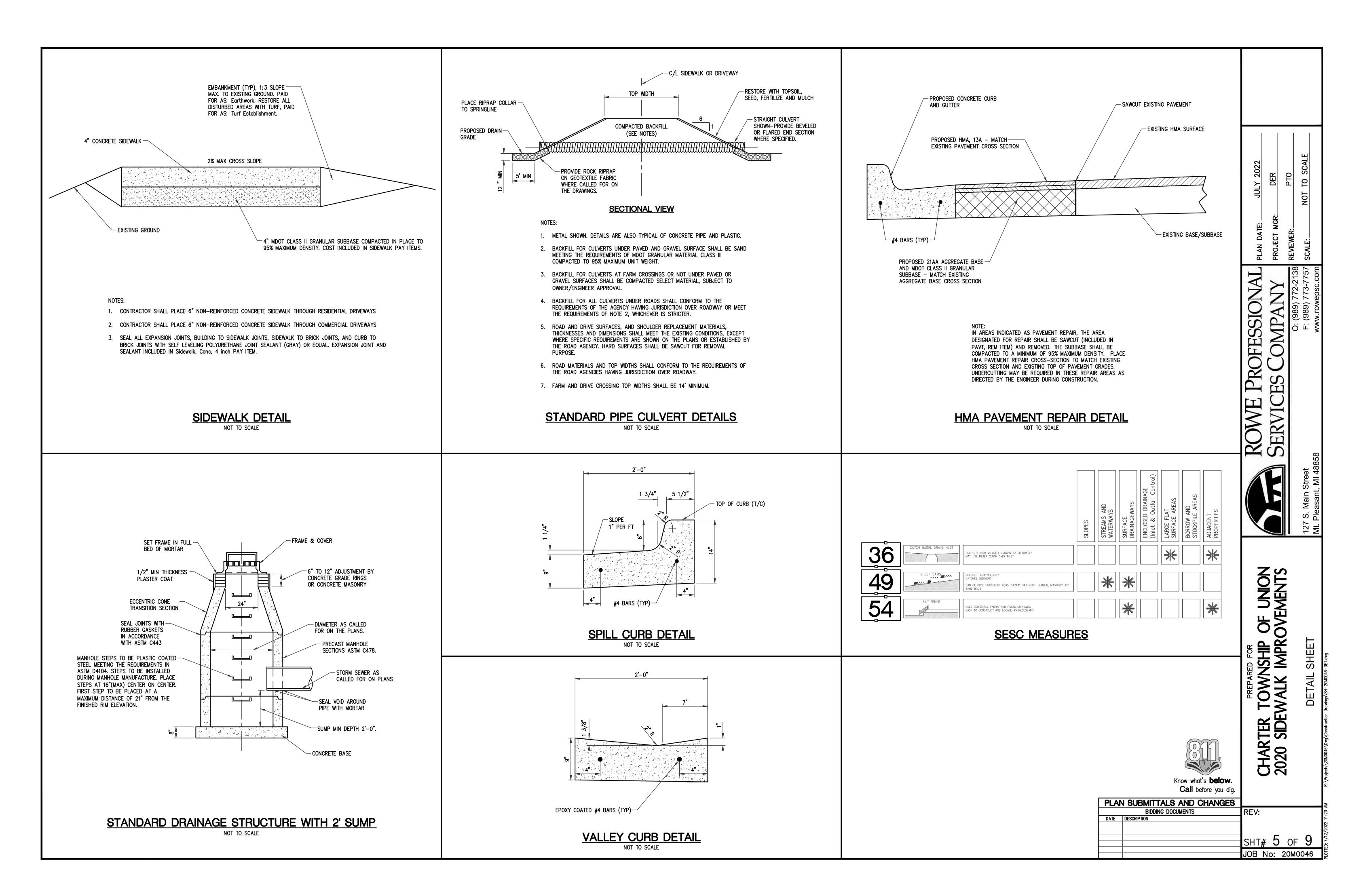


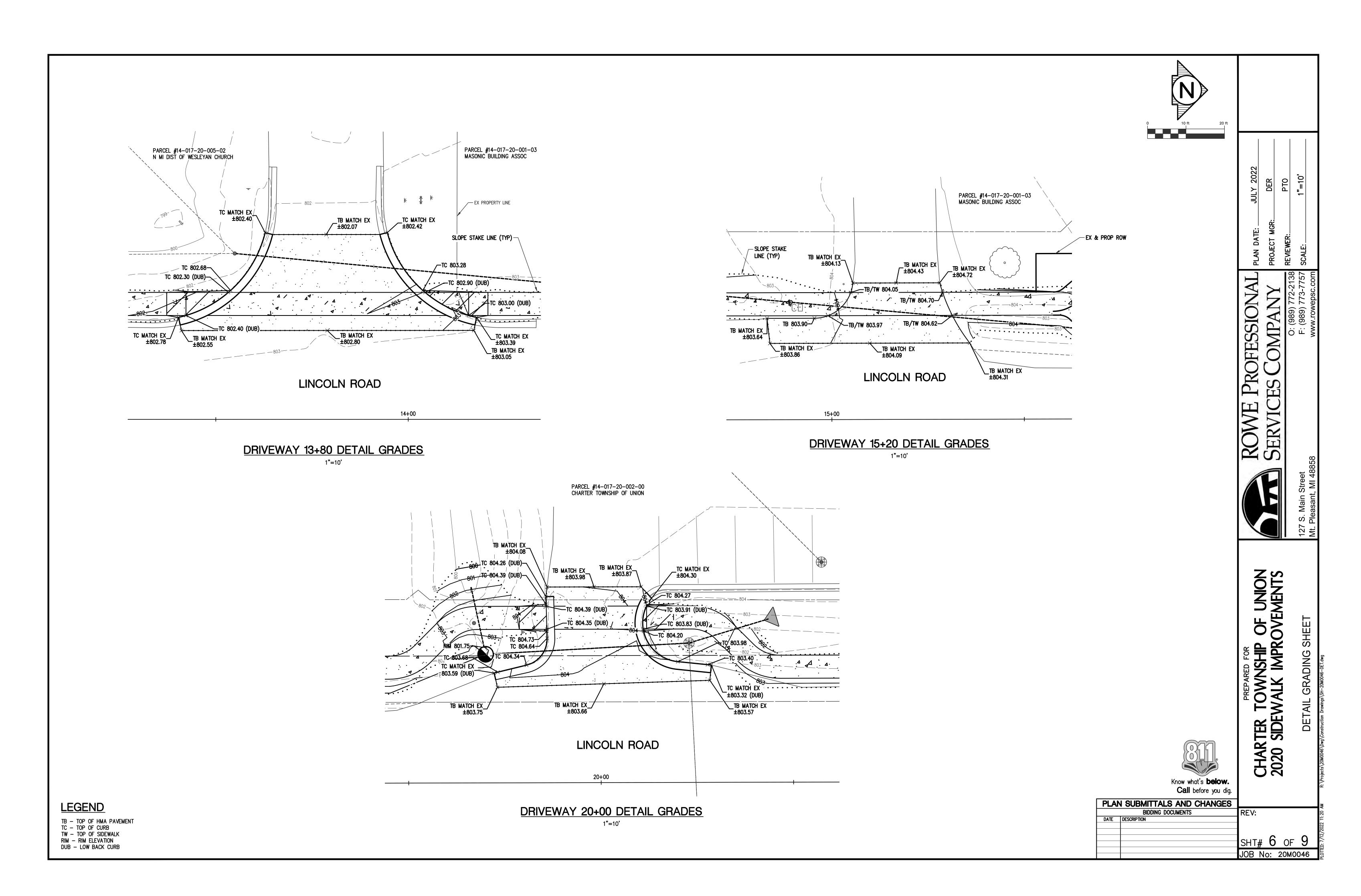
	PLA	N SUBMITTALS AND CHANGES	
		BIDDING DOCUMENTS	REV:
	DATE	DESCRIPTION	
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			1 1
			SHT# 4
<b>]</b> .			JOB No: 2

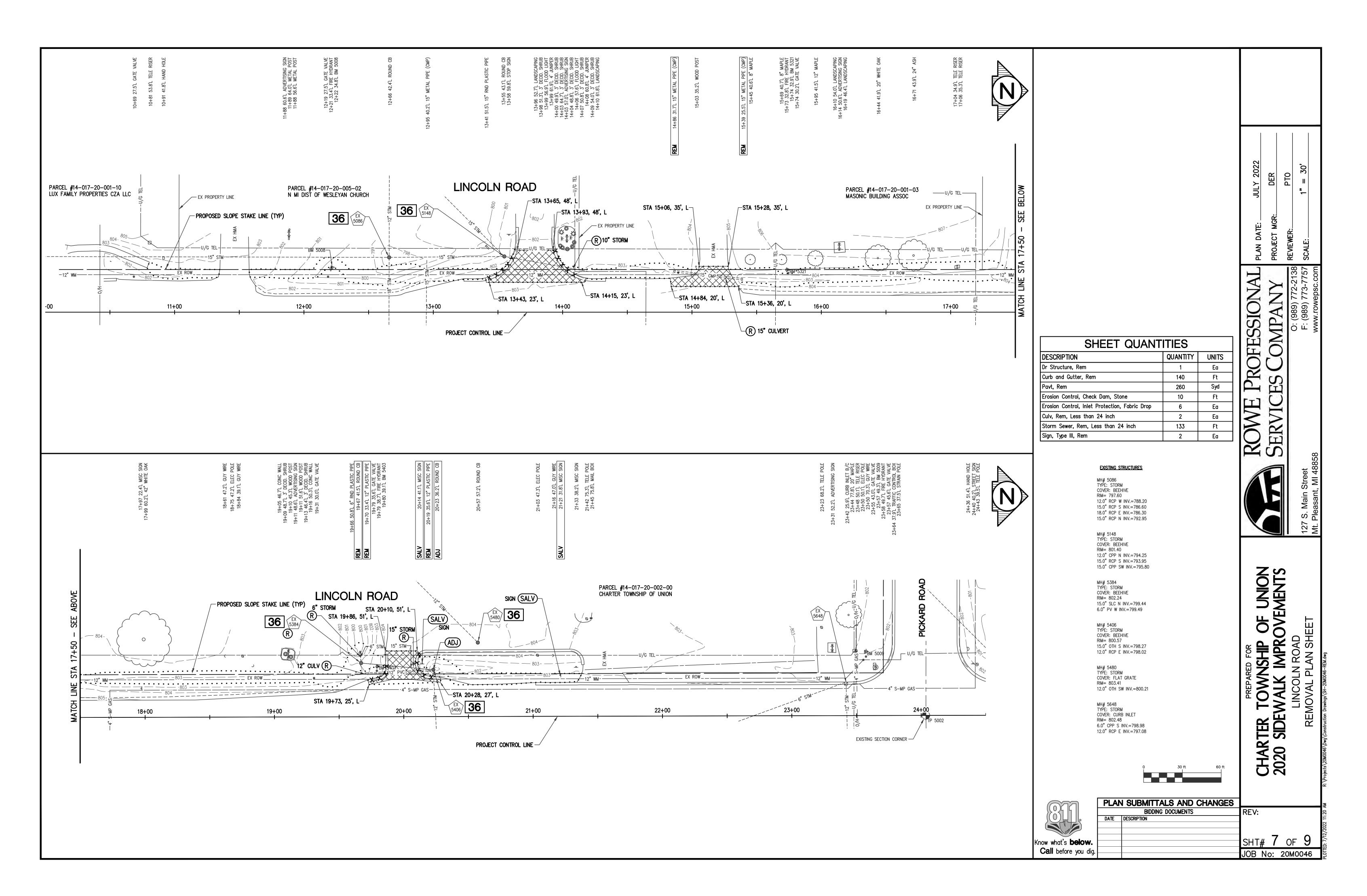
ROWE PROFESSIC SERVICES COMPA

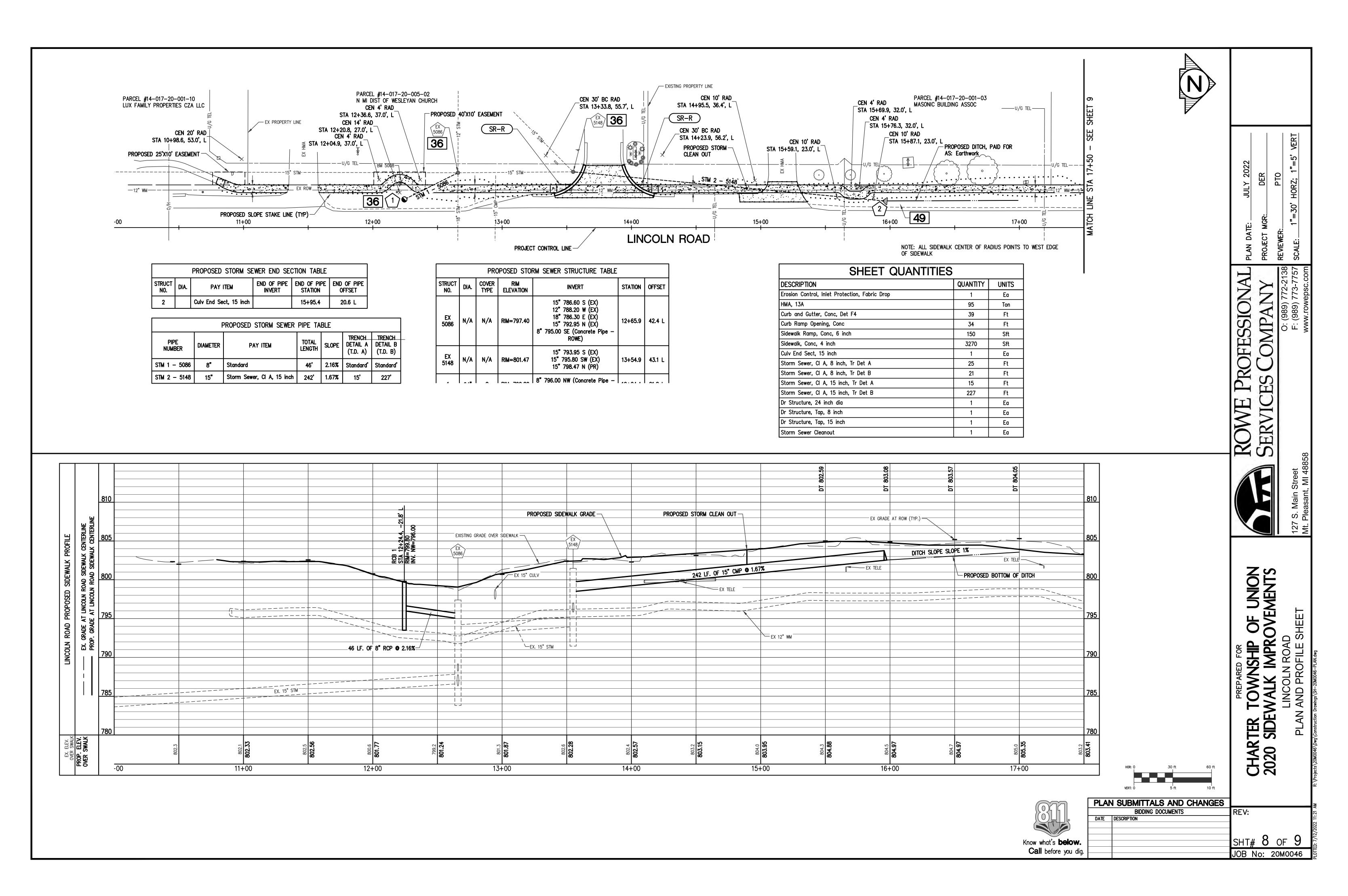
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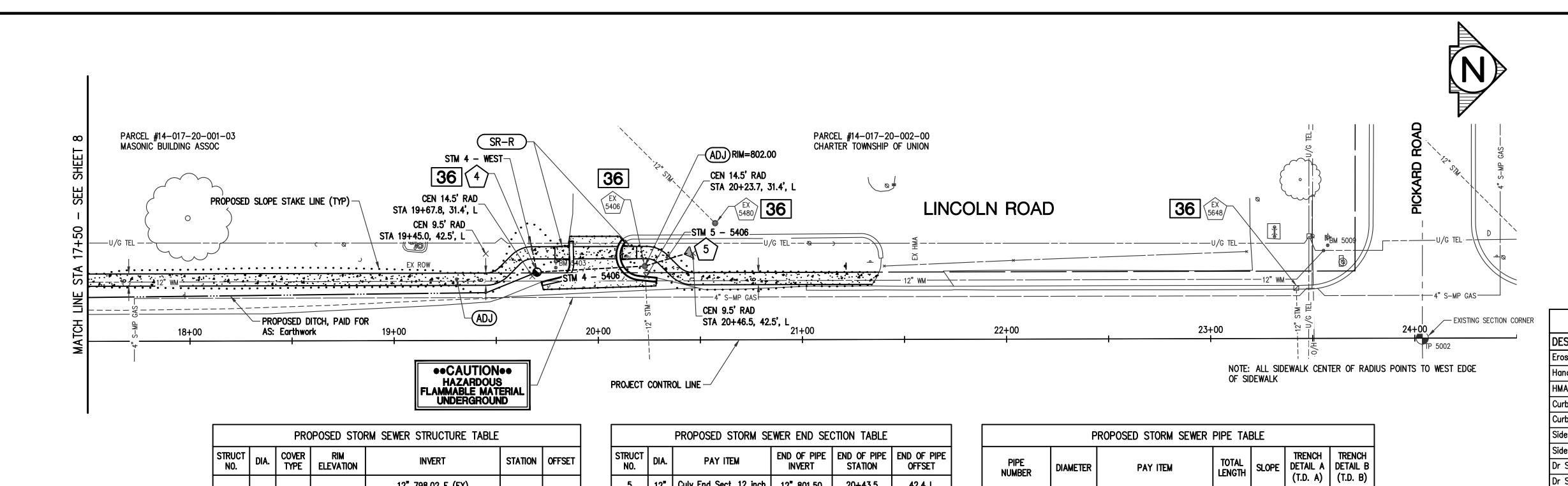
CHARTER TOWNSHIP OF UNION 2020 SIDEWALK IMPROVEMENTS











20+43.5

STM 4 - 5406

STM 4 - WEST

STM 5 - 5406

15**"** 

Storm Sewer, Cl A, 15 inch

Storm Sewer, Cl A, 6 inch

12" Storm Sewer, Cl A, 12 inch

53' 0.50%

18' | 3.<del>44</del>% | 18'

21' | 6.75% | 17'

53'

0'

5 | 12" | Culv End Sect, 12 inch | 12" 801.50

12" 798.02 E (EX)

15" 798.08 S (PR-RCP) 12" 800.05 N (PR-SLCP)

6" 799.00 W (PR-SLCP) 15" 798.34 N (PR-RCP)

20+22.9 | 36.2 L

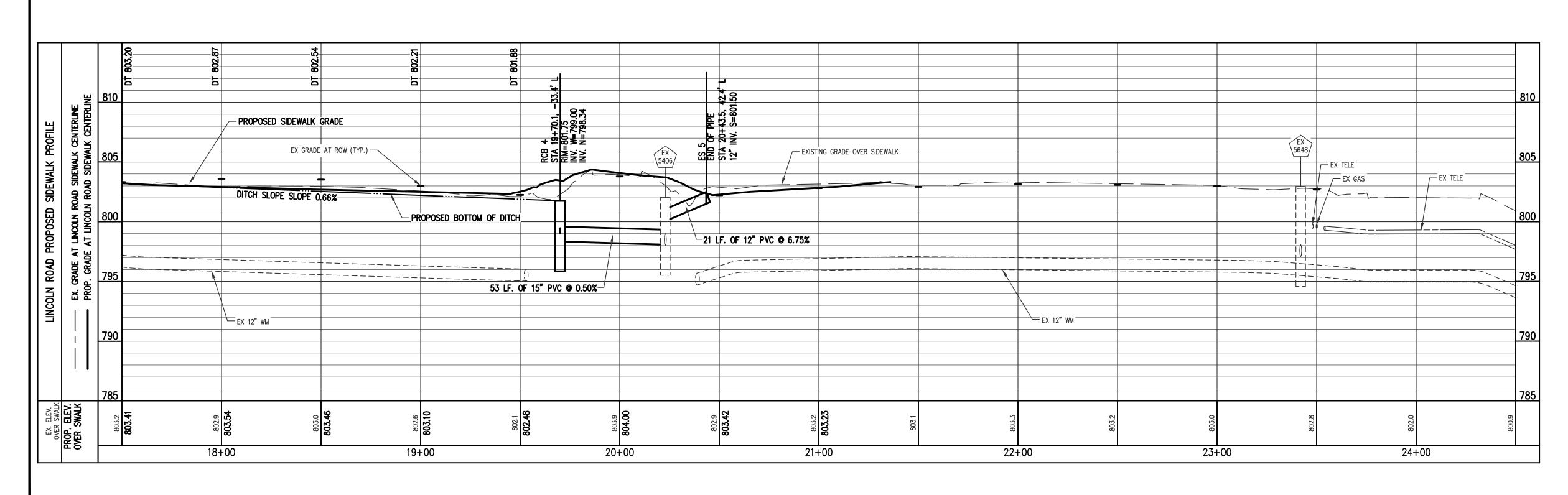
19+70.1 33.4 L

EX 5406

N/A RIM=802.05

RIM=801.75

SHEET QUANT	<b>TITIES</b>	
DESCRIPTION	QUANTITY	UNITS
Erosion Control, Inlet Protection, Fabric Drop	1	Ea
Hand Patching	2	Ton
HMA, 13A	40	Ton
Curb and Gutter, Conc, Det F4	52	Ft
Curb Ramp Opening, Conc	16	Ft
Sidewalk Ramp, Conc, 6 inch	100	Sft
Sidewalk, Conc, 4 inch	2130	Sft
Dr Structure Cover, Adj, Case 2	1	Ea
Dr Structure, Adj, Add Depth	1	Ft
Gate Box, Adj, Case 2	1	Ea
Dr Structure Cover, Type G	1	Ea
Culv End Sect, 12 inch	1	Ea
Storm Sewer, Cl A, 6 inch, Tr Det A	18	Ft
Storm Sewer, Cl A, 12 inch, Tr Det A	17	Ft
Storm Sewer, Cl A, 15 inch, Tr Det A	53	Ft
Dr Structure, 48 inch dia	1	Ea
Dr Structure, Tap, 12 inch	1	Ea
Dr Structure, Tap, 15 inch	1	Ea
Sign, Type III, Erect, Salv	1	Ea





JULY 2022 DER

DATE:

CHARTER TOWNSHIP OF UNION 2020 SIDEWALK IMPROVEMENTS LINCOLN ROAD PLAN AND PROFILE SHEET

SERVICES

	PLA	N SUBMITTALS AND CHANGES	
		BIDDING DOCUMENTS	REV:
Ī	DATE	DESCRIPTION	
ŀ			-
ŀ			<del> </del>  #
•			SHT# 9 0
g.			JOB No: 201

Know what's **below. Call** before you dig.

# Charter Township Of Union

# **REQUEST FOR EDA BOARD ACTION**

To:	Rodney C. Nanney, AICP	DATE:	July 11, 2022			
	Community and Economic Development Dire	ctor				
FROM:	Sherrie Teall, Finance Director	DATE FOR EDA CONSIDERATION:	July 19, 2022			
	ACTION REQUESTED: Remove authorized signer, James Zalud from the East DDA bank accounts with Isabella Bank and the West DDA bank accounts with Isabella Community Credit Union					
	Current Action Y	Emergency				

Current Ac	Emergency		
Funds Budgeted: If Yes	Account #	NoX N/A _	
Finance Approval	Sherrie Teall		

#### **BACKGROUND INFORMATION**

The EDA currently has 3 authorized check signers for the East and West DDA bank/credit union accounts. The authorized signers are:

- Township Treasurer
- Township Manager
- James Zalud

At some point, it seems that James Zalud was appointed the EDA Treasurer, but the Administration cannot find written records of that. In 2021, the EDA Board adopted new bylaws, in which the only officers listed are the Chair and Vice-Chair. The Finance Director contacted Isabella Bank and Isabella Community Credit Union to find out what is required from the Township to allow removal of James Zalud as an authorized signer from the accounts listed below. Both entities are asking for an official action from the EDA Board requesting the removal of the authorized signer.

#### **SCOPE OF SERVICES**

The accounts to change (reducing the authorized check signers to Township Treasurer, Kimberly Rice and Township Manager, Mark Stuhldreher, and removing James Zalud), are as follows:

#### • Isabella Bank:

EDDA Operating(Checking) ending 3984 EDDA Operating(Money Market) ending 1029

#### • Isabella Community Credit Union:

WDDA (Shares) ending 660-000
WDDA (Money Market) ending 660-009
WDDA (Share Draft) ending 660-070

#### **JUSTIFICATION**

The Township's bank accounts have the elected Township Treasurer and the Township Manager as authorized signers on the accounts. Having these two authorized signers on the accounts for the EDA is adequate. 3 signers are not necessary and there is no written documentation that the

EDA appointed an official Treasurer to the EDA Board. In 2021, the EDA Board adopted new bylaws, including a Chair and Vice-Chair as officers. A specific Treasurer on the EDA Board is no longer needed.

#### **PROJECT IMPROVEMENTS**

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

- 1. Community well-being and common good
- 2. Prosperity through economic diversity, cultural diversity, and social diversity
- 3. Safety
- 4. Health
- 5. Natural Environment
- 6. Commerce

## **C**OSTS

N/A

#### **PROJECT TIMETABLE**

The accounts will be updated with the authorized signers promptly following EDA Board action.

#### **RESOLUTION**

Authorization is hereby given to remove James Zalud as an authorized signer on the East DDA bank accounts with Isabella Bank and West DDA bank accounts with Isabella Community Credit Union.

•	isabella balik.	
	EDDA Operating(Checking)	

Isahella Banki

ending 3984

EDDA Operating(Money Market) ending 1029

Isabella Community Credit Union:

WDDA (Shares)	ending 660-000
WDDA (Money Market)	ending 660-009
WDDA (Share Draft)	ending 660-070

Resolved by	Seconded by	
Yes:		
No:		
Absent:		
	Thomas Kequom, EDA Board Chair	Date