

Charter Township of Union



**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. DIRECTOR COMMENTS

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

PUBLIC COMMENT – 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. RFBA – Proposal to purchase the lot at 2120 Yats Drive (PID 14-014-20-017-00) for 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. RFBA – Proposal to provide funding support for the new “crew car” at the Mt. Pleasant Municipal Airport.

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 22nd 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)

DRAFT

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	Squatrito	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 Board 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	vacant seat		12/31/2022
5 -	Brandon	LaBelle	12/31/2022
Alt. #1	vacant seat		12/31/2022
Alt. #2	vacant seat		2/15/2021
Board of Review (3 Members) 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
Construction Board of Appeals (3 Members) 2 year term			
#	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 Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2022
2	John	Dinse	12/31/2023
Chippewa River District Library 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 Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Robert	Sommerville	12/31/2022
Sidewalks and Pathways Prioritization Committee (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 Aquatic Recreational Authority (2 seat from Township) 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

07/14/2022 01:41 PM
 User: SHERRIE
 DB: Union

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 EDDA CHECKING						
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	44.05
					2027 FLORENCE ST	27.47
					4923 E PICKARD ST	32.80
					4675 E PICKARD ST	28.01
					4592 E PICKARD ST STE B	30.07
					4592 E PICKARD ST STE A	37.83
					5771 E PICKARD RD STE B	29.94
					5771 E PICKARD RD STE A	32.16
					5770 E PICKARD ST STE B	30.07
					5770 E PICKARD ST STE A	41.00
					5325 E PICKARD ST	50.71
					2029 2ND ST	48.96
					5157 E PICKARD ST STE B	29.94
					5157 E PICKARD ST STE A	22.11
					4900 E PICKARD ST	27.68
						<u>512.80</u>
07/19/2022	248	4290	01600	BE GREEN LAWN SERVICES CO, INC.	WEED & FEED FOR PICKARD ST CORRIDOR	2,267.00
					GROWTH REGULATOR PICKARD ROAD	522.00
						<u>2,789.00</u>
07/19/2022	248	4291	00722	CHARTER TOWNSHIP OF UNION	Q3 WATER TO IRRIGATION ON PICKARD	8,880.83
07/19/2022	248	4292	01741	GOENNER LAWN CARE LLC	LAWN MOWING ON PICKARD-JUN 2022	2,900.00
07/19/2022	248	4293	00450	M M I	PARK BENCH GROUND MAINT-JUN 2022	460.00
07/19/2022	248	4294	00128	CITY OF MT. PLEASANT	CONTR TO AIRPORT CAR MAINT & OPERATION	500.00
07/19/2022	248	4295	00530	PLEASANT THYME HERB FARM	WATER/HANG/WEED BASKETS ON PICKARD	500.00
						<u>2,695.75</u>

248 TOTALS:

Total of 8 Disbursements:

23,844.69

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
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Bank 250 WDDA CHECKING

07/19/2022	250	275	00128	CITY OF MT. PLEASANT	CONTR TO AIRPORT CAR MAINT & OPERATION	500.00
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250 TOTALS:

Total of 1 Checks:						500.00
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Less 0 Void Checks:						0.00
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Total of 1 Disbursements:						500.00
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User: SHERRIE

DB: Union

PERIOD ENDING 06/30/2022

GL NUMBER	DESCRIPTION	YTD BALANCE		2022		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2022 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA 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 - NONE		469,403.50		525,450.00	525,450.00		522,484.14	99.44
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 - NONE		69,856.13		218,580.00	218,580.00		69,664.41	31.87
Dept 336 - FIRE DEPARTMENT								
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 - FIRE DEPARTMENT		81,150.00		81,200.00	81,200.00		78,174.73	96.27
Dept 728 - ECONOMIC 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 - ECONOMIC DEVELOPMENT		19,714.91		960,000.00	960,000.00		25,858.82	2.69
TOTAL EXPENDITURES		170,721.04		1,259,780.00	1,259,780.00		173,697.96	13.79

User: SHERRIE

DB: Union

PERIOD ENDING 06/30/2022

GL NUMBER	DESCRIPTION	YTD BALANCE		2022		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2022 AMENDED BUDGET	NORMAL	(ABNORMAL)	
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
	NET OF REVENUES & EXPENDITURES	298,682.46		(734,330.00)	(734,330.00)		348,786.18	47.50

User: SHERRIE

DB: Union

PERIOD ENDING 06/30/2022

GL NUMBER	DESCRIPTION	YTD BALANCE		2022		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2022 AMENDED BUDGET	NORMAL	(ABNORMAL)	
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	PROPERTY TAX REFUNDS-BOR MTT	0.00		(4,000.00)	(4,000.00)		0.00	0.00
250-000-420.000	DELQ 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
Total Dept 000 - NONE		344,475.44		359,620.00	359,620.00		400,024.58	111.24
TOTAL REVENUES		344,475.44		359,620.00	359,620.00		400,024.58	111.24
Expenditures								
Dept 000 - NONE								
250-000-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	12,714.75		8,270.00	8,270.00		3,167.50	38.30
250-000-880.000	COMMUNITY PROMOTION	0.00		5,000.00	5,000.00		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	LEASE/RENT	0.00		0.00	0.00		475.00	100.00
250-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00		320,000.00	320,000.00		0.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		0.00		320,000.00	320,000.00		475.00	0.15
TOTAL EXPENDITURES		72,383.24		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
TOTAL EXPENDITURES		72,383.24		762,670.00	762,670.00		72,555.49	9.51
NET OF REVENUES & EXPENDITURES		272,092.20		(403,050.00)	(403,050.00)		327,469.09	81.25

Fund 248 EAST DDA FUND

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	608.33
248-000-002.000	SAVINGS	1,383,079.96
248-000-003.001	CERTIFICATE OF DEPOSIT	534,387.29
248-000-128.000	ASSETS HELD FOR SALE	5,106.31
Total Assets		1,923,181.89
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	23,489.39
Total Liabilities		23,489.39
*** Fund Balance ***		
248-000-370.379	RESTRICTED FUND BALANCE	1,550,906.32
Total Fund Balance		1,550,906.32
Beginning Fund Balance		1,550,906.32
Net of Revenues VS Expenditures		348,786.18
Ending Fund Balance		1,899,692.50
Total Liabilities And Fund Balance		1,923,181.89

Fund 250 WEST DDA FUND

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH	7,917.61
250-000-002.000	SAVINGS	843,668.97
250-000-002.001	SHARES	53.70
250-000-003.001	CERTIFICATE OF DEPOSIT	951,072.34
Total Assets		1,802,712.62
*** Liabilities ***		
250-000-202.000	ACCOUNTS PAYABLE	657.50
250-000-214.101	DUE TO GENERAL FUND	88.23
Total Liabilities		745.73
*** Fund Balance ***		
250-000-370.379	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		327,469.09
Ending Fund Balance		1,801,966.89
Total Liabilities And Fund Balance		1,802,712.62



REQUEST FOR ECONOMIC DEVELOPMENT AUTHORITY ACTION

To: Mark Stuhldreher, Township Manager **DATE:** July 11, 2022
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 fund.
****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 Emergency

Funds Budgeted: If Yes Account # _____ No 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
 - 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
 - Increased budget \$48,000 for the EDA Board’s approved property purchase/improvements @ 2120 Yats Drive/Honey Bear Lane
 - 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:

Revenues:		\$ 52,900
Expenditures:	000-General Operating	\$ 975
	728-Economic Development	48,000

Total Expenditures \$ 48,975

- 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
 - 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

COSTS

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 _____ 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							
248-000-402.000	CURRENT PROPERTY TAX	447,562.57	468,000.00	468,000.00	0.00	506,000.00	38,000.00
	*Increased Budget for actual amounts received for tax captures						
248-000-402.001	PROPERTY TAX REFUNDS-BOR MTT	(504.39)	(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	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 reimbursement to pay for light pole damaged in an accident						
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 Airport Car						
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
	*Increased Budget \$475 for rental of Lincoln Reception Hall meeting room space						
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**

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 Dept 000 - GENERAL OPERATING		140,872.25	218,580.00	218,580.00	21,445.58	219,555.00	975.00
Dept 336 - FIRE DEPARTMENT							
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 - ECONOMIC DEVELOPMENT							
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 Bear Lane purchase/clean-up and restoration							
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 - ECONOMIC DEVELOPMENT		415,746.63	960,000.00	960,000.00	73.82	1,008,000.00	48,000.00
TOTAL EXPENDITURES		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 EXPENDITURES		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 BALANCE		1,681,067.00	1,550,907.37	1,550,907.37	1,550,907.37	1,550,907.37	
ENDING FUND BALANCE		1,550,907.37	816,577.37	816,577.37	1,544,891.50	820,502.37	

**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 Airport 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 Fund for the paved shoulders on the Lincoln Road project south of the bridge						
Total Dept 000 - GENERAL OPERATING		22,538.99	383,670.00	383,670.00	2,867.50	504,770.00	121,100.00
Dept 336 - FIRE DEPARTMENT							
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 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 Reception Hall meeting room space						
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 construction costs \$119,000 higher than expected on Remus Road						
	*Increased Budget for sidewalk engineering and construction costs for sidewalk project (Lux Funeral Home to Twp Hall) coming in \$145,000 higher than expected						
Total Dept 728 - ECONOMIC 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		346,935.73	359,620.00	359,620.00	1,314.50	397,620.00	38,000.00
TOTAL EXPENDITURES		94,894.98	762,670.00	762,670.00	3,342.50	1,148,245.00	385,575.00
NET OF REVENUES & EXPENDITURES		252,040.75	(403,050.00)	(403,050.00)	(2,028.00)	(750,625.00)	(347,575.00)
BEGINNING FUND BALANCE		1,222,457.00	1,474,497.75	1,474,497.75	1,474,497.75	1,474,497.75	
ENDING FUND BALANCE		1,474,497.75	1,071,447.75	1,071,447.75	1,472,469.75	723,872.75	

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 Emergency

Funds Budgeted in 2022: If Yes 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).

COSTS

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

Civil Engineering | Surveying | Landscape Architecture | Aerial Imagery/Mapping | Planning

Flint, MI (HQ) | Lapeer, MI | Farmington Hills, MI | Kentwood, MI | Mt. Pleasant, MI | Grayling, MI | Myrtle Beach, SC | www.rowepsc.com

Bid Comparison

Contract ID: 20M0046
Description:
Location: Union Township
Projects(s): 20M0046

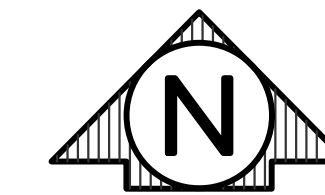
Rank	Bidder	Total Bid	% Over Low	% Over Est.
0	ENGINEER'S ESTIMATE	\$182,010.50	0.00%	0.00%
1	(03260) The Isabella Corporation	\$182,010.50	0.00%	0.00%

Line	Pay Item Code	Quantity	Units	(0) ENGINEER'S ESTIMATE		(1) The Isabella Corporation		Bid Price	Total
				Bid Price	Total	Bid Price	Total		
0001	155001 Maintaining Traffic	1	LSUM	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00		\$0.00
0002	171001 Mobilization	1	LSUM	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00		\$0.00
0003	174001 Cleanup and Restoration	1	LSUM	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00		\$0.00
0004	241001 Curb and Gutter, Rem	140	Ft	\$19.00	\$2,660.00	\$19.00	\$2,660.00		\$0.00
0005	241005 Pavt, Rem	260	Syd	\$25.00	\$6,500.00	\$25.00	\$6,500.00		\$0.00

Line	Pay Item Code	Quantity	Units	(0) ENGINEER'S ESTIMATE		(1) The Isabella Corporation		Bid Price	Total
				Bid Price	Total	Bid Price	Total		
0006	3123005	1	LSUM	\$26,000.00	\$26,000.00	\$26,000.00	\$26,000.00		\$0.00
	Earthwork								
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, Fabric 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								

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

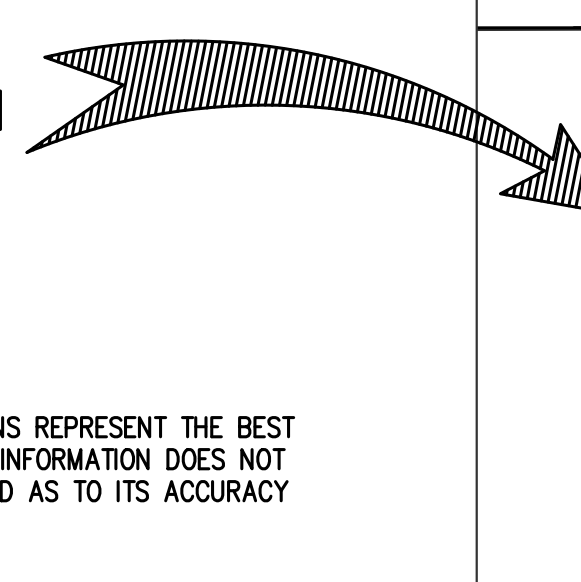
Line	Pay Item Code	Quantity	Units	(0) ENGINEER'S ESTIMATE		(1) The Isabella Corporation			
				Bid Price	Total	Bid Price	Total	Bid Price	Total
0038	3344525	2	Ea	\$650.00	\$1,300.00	\$650.00	\$1,300.00		\$0.00
	Dr Structure, Tap, 15 inch								
0039	3344707	1	Ea	\$750.00	\$750.00	\$750.00	\$750.00		\$0.00
	Storm Sewer Cleanout								
0040	3441024	2	Ea	\$200.00	\$400.00	\$200.00	\$400.00		\$0.00
	Sign, Type III, Erect, Salv								
0041	3441025	2	Ea	\$50.00	\$100.00	\$50.00	\$100.00		\$0.00
	Sign, Type III, Rem								
Bid Totals:					\$182,010.50		\$182,010.50		



CONSTRUCTION PLANS FOR CHARTER TOWNSHIP OF UNION 2020 SIDEWALK IMPROVEMENTS

SECTION 17, T14N R4W ISABELLA COUNTY, MICHIGAN

PROJECT LOCATION



UTILITY CONTACT LIST

THE EXISTING UTILITIES LISTED BELOW AND SHOWN ON THESE PLANS REPRESENT THE BEST INFORMATION AVAILABLE AS OBTAINED FROM THEIR OWNERS. THIS INFORMATION DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY TO BE SATISFIED AS TO ITS ACCURACY AND THE LOCATION OF EXISTING UTILITIES.

ELECTRIC
CONSUMERS ENERGY CO.
530 W WILLOW ST
LANSING, MI 48906
CONTACT: KURT GOLDING
TELEPHONE: 231-929-6242

CABLE INTERNET & TELEPHONE
WINN TELECOM
402 N MISSION ST
MT PLEASANT, MI 48858
CONTACT: BRYCE BROWN
TELEPHONE: 989-953-9800

CABLE TV & TELEPHONE
CHARTER COMMUNICATIONS
1392 TRADE CENTRE DR
TRAVERSE CITY, MI 49696
CONTACT: PATRICK DELISI
TELEPHONE: 810-247-3899

FIBER INFORMATION TECHNOLOGY
LOWER LEVEL WOLDT
MT PLEASANT, MI 48859
CONTACT: MARK McDONALD
TELEPHONE: 989-774-4800

FIBER & CABLE INTERNET
CMS INTERNET LLC
131 S. MAIN ST.
MT PLEASANT, MI 48858
CONTACT: ANDY KASDORF
TELEPHONE: 989-817-4046

FIBER EVERSTREAM
3950 SPARKS DR SE
GRAND RAPIDS, MI 49546
CONTACT: BRIAN KUNTER
TELEPHONE: 616-608-8945

GAS
DTE GAS TRANSMISSION
2000 2ND AVE
DETROIT, MI 48226
CONTACT: BARBARA SAUNDERS
TELEPHONE: 313-235-5111

FIBER KEPS TECHNOLOGIES INC.
DBA ACD-NET
1800 N. GRAND RIVER AVE.
LANSING, MI 48906
CONTACT: STEVE SCHOEN
TELEPHONE: 517-999-3251

GAS
WOLVERINE PIPELINE CO
8075 CREEKSIDE DR STE #210
PORTAGE, MI 49024
CONTACT: LOUIS KRAUS
TELEPHONE: 269-323-2491 EXT:124

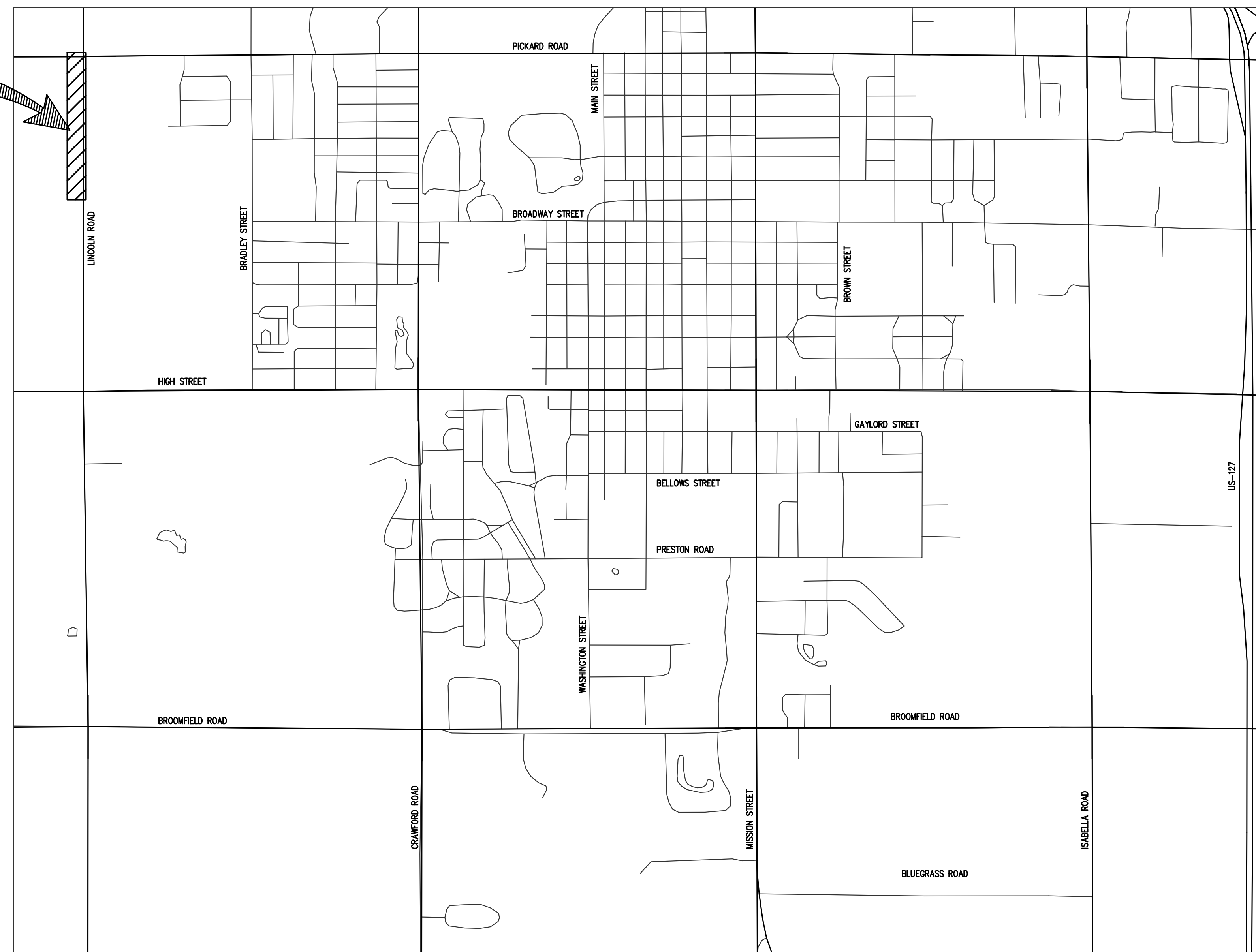
CABLE INTERNET & CABLE TV
FRONTIER/VERISON
311 S CEDAR
IMLAY CITY, MI 48444
CONTACT: KATHRYN ANDERSON
TELEPHONE: 810-724-3127

SANITARY, STORM, WATER
UNION CHARTER TOWNSHIP
2010 S LINCOLN RD
MT PLEASANT, MI 48858
CONTACT: KIM SMITH
TELEPHONE: 989-772-4600 EXT:224

STORM SEWER
ISABELLA COUNTY DRAIN COMMISSION
200 N MAIN ST
MT PLEASANT, MI 48858
CONTACT: ROBERT J. WILLOUGHBY
TELEPHONE: 989-317-4072

ROADS
ISABELLA CO. ROAD COMMISSION
2261 E REMUS RD
MT PLEASANT, MI 48858
CONTACT: PAT GAFFNEY
TELEPHONE: 989-773-7131

ROADS/TRAFFIC SIGNALS
MICHIGAN DEPARTMENT OF
TRANSPORTATION - MT PLEASANT TSC
1212 CORPORATE DR
MT PLEASANT, MI 48858
CONTACT: BILL MAYHEW
TELEPHONE: 989-773-7756



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 LINCOLN ROAD. IMPROVEMENTS INCLUDE CONCRETE SIDEWALK, CURB AND 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
- R-28-J* CURB RAMP AND DETECTABLE WARNING DETAILS
- R-29-I DRIVEWAY OPENINGS & APPROACHES AND CONCRETE SIDEWALKS
- R-30-G CONCRETE CURB AND CONCRETE CURB & GUTTER
- R-82-D BEDDING AND FILLING AROUND PIPE CULVERTS
- R-83-C UTILITY TRENCHES
- R-86-F PRECAST CONCRETE END SECTION FOR PIPE CULVERT
- R-88-D STEEL END SECTION

*INDICATES SPECIAL DETAIL

OWNER INFORMATION

CHARTER TOWNSHIP OF UNION
2010 S. LINCOLN
MT. PLEASANT, MI 48858



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PLAN SUBMITTALS AND CHANGES

BIDDING DOCUMENTS	
DATE	DESCRIPTION

REV:

SHT# 1 OF 9
JOB No: 20M0046

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 C: (989) 772-2138
 F: (989) 773-7757
 www.rowepsc.com



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 Mt. Pleasant, MI 48858

PREPARED FOR
CHARTER TOWNSHIP OF UNION
2020 SIDEWALK IMPROVEMENTS
 COVER SHEET

STRUCTURE SYMBOLS

- EXISTING CATCH BASIN IN CURB LINE
- PROPOSED CATCH BASIN IN CURB LINE
- EXISTING CATCH BASIN IN GREEN SPACE
- PROPOSED CATCH BASIN IN GREEN SPACE
- EXISTING STORM MANHOLE
- PROPOSED STORM MANHOLE
- PROPOSED CULVERT END SECTION
- EXISTING HEADWALL
- PROPOSED HEADWALL
- EXISTING WATER SHUTOFF (SERVICE VALVE)
- EXISTING GATE VALVE AND BOX (STOP BOX)
- PROPOSED GATE VALVE AND BOX
- EXISTING GATE VALVE AND WELL
- PROPOSED GATE VALVE AND WELL
- EXISTING SPRINKLER HEAD
- EXISTING WATER WELL
- EXISTING FIRE HYDRANT
- PROPOSED FIRE HYDRANT
- PROPOSED WATER MAIN FITTINGS
- EXISTING CLEAN OUT
- EXISTING SANITARY SEWER MANHOLE
- PROPOSED SANITARY SEWER MANHOLE
- EXISTING MONITORING WELL

EXISTING TOPOGRAPHICAL SYMBOLS

- SIGN
- STREET SIGN
- END OF PIPE
- SWAMP OR WETLAND
- DECIDUOUS TREE
- CONIFEROUS TREE
- TREE STUMP
- MAIL BOX
- SOIL BORING
- ROCK
- METAL POST
- BUMPER BLOCK

UTILITY SYMBOLS

- UTILITY POLE
- GUY ANCHOR CABLE
- LIGHT POLE / ORNAMENTAL LIGHT
- POWER LIGHT POLE
- TELEPHONE MANHOLE
- UNDERGROUND GAS LINE MARKER
- GAS RISER
- GAS VENT
- GAS VALVE
- RAILROAD SIGNAL
- METAL LIGHT POLE
- OUTLET
- CIRCUIT BREAKER PANEL
- ELECTRICAL TRANSFORMER PAD
- ELECTRICAL TRANSFORMER RISER
- ELECTRIC METER
- TELEPHONE PEDESTAL / RISER
- TRAFFIC SIGNAL ON POLE
- PHONE BOOTH / PAY PHONE

SURVEY SYMBOLS

- MONUMENT
- BENCHMARK
- TRAVERSE POINT
- SECTION CORNER
- FOUND SURVEY MONUMENTATION

MISCELLANEOUS SYMBOLS

- EXISTING STORM SEWER STRUCTURE NUMBER
- EXISTING SANITARY SEWER STRUCTURE NUMBER
- PROPOSED STORM SEWER STRUCTURE NUMBER
- PROPOSED SANITARY SEWER STRUCTURE NUMBER
- FLOW DIRECTION
- EXISTING RIP-RAP
- PROPOSED RIP-RAP

CAUTION SYMBOLS

- USED WITH UNDERGROUND GAS & ELECTRICAL LINES
- USED WITH FIBER OPTICS LINES

PLAN VIEW LINE TYPES

- EXISTING STORM SEWER
- EXISTING CULVERT
- PROPOSED STORM SEWER LESS THAN 24"
- PROPOSED STORM SEWER 24" AND GREATER
- EXISTING SANITARY SEWER
- PROPOSED SANITARY SEWER
- EXISTING WATER MAIN
- PROPOSED WATER MAIN
- SECTION LINE
- EXISTING RIGHT OF WAY
- PROPOSED RIGHT OF WAY
- PROPOSED EASEMENT
- EXISTING CENTER LINE DITCH
- PROPOSED DITCH CENTERLINE
- EXISTING CENTER LINE ROADWAY
- PARCEL LINE / LOT LINE
- EXISTING OVERHEAD UTILITIES
- UNDERGROUND ELECTRICAL LINE
- GAS LINE OR PETROLEUM PIPELINE
- UNDERGROUND TELEPHONE LINE
- UNDERGROUND CABLE TV LINE
- UNDERGROUND FIBER OPTIC
- PROJECT CONTROL LINE
- TREE LINE
- BRUSH LINE
- EXISTING FENCE
- PROPOSED FENCE
- EXISTING GUARD RAIL
- PROPOSED SLOPE STAKE LINE
- PROPOSED SILT FENCE

TOPOGRAPHY

- EXISTING CONTOURS MAJOR
- EXISTING CONTOURS MINOR
- PROPOSED CONTOUR MAJOR
- PROPOSED CONTOURS MINOR

PARCEL INFORMATION

401-069 PARCEL/TAX IDENTIFICATION NUMBER
#5324 ADDRESS/BUSINESS NAME

PAVEMENT IDENTIFICATION

- EXISTING CURB AND GUTTER
- PROPOSED CURB AND GUTTER
- PROPOSED DETECTABLE WARNING SURFACE

HATCHING LEGEND

- REMOVE PAVEMENT
- REMOVE CONCRETE SIDEWALK
- REMOVE CURB AND GUTTER
- SAND BACKFILL (PROFILE)
- PROPOSED CONCRETE SIDEWALK
- PROPOSED CONCRETE SIDEWALK RAMP
- PROPOSED HMA APPROACH

PROPOSED CALLOUTS

- ADJUST STRUCTURE
- ADJUST STRUCTURE W/ NEW COVER
- ADJUST STRUCTURE BY OTHERS
- RECONSTRUCT STRUCTURE
- RELOCATE
- RELOCATE BY OTHERS
- REMOVE
- REMOVE AND REPLACE
- SALVAGE
- SAVE
- ABANDON
- CLEARING
- BULKHEAD
- SIDEWALK RAMP TYPE
- SOIL EROSION CONTROL MEASURE

PLAN SUBMITTALS AND CHANGES

BIDDING DOCUMENTS	
DATE	DESCRIPTION



PLAN DATE: JULY 2022
PROJECT MGR: DER
REVIEWER: PTO
SCALE: NOT TO SCALE

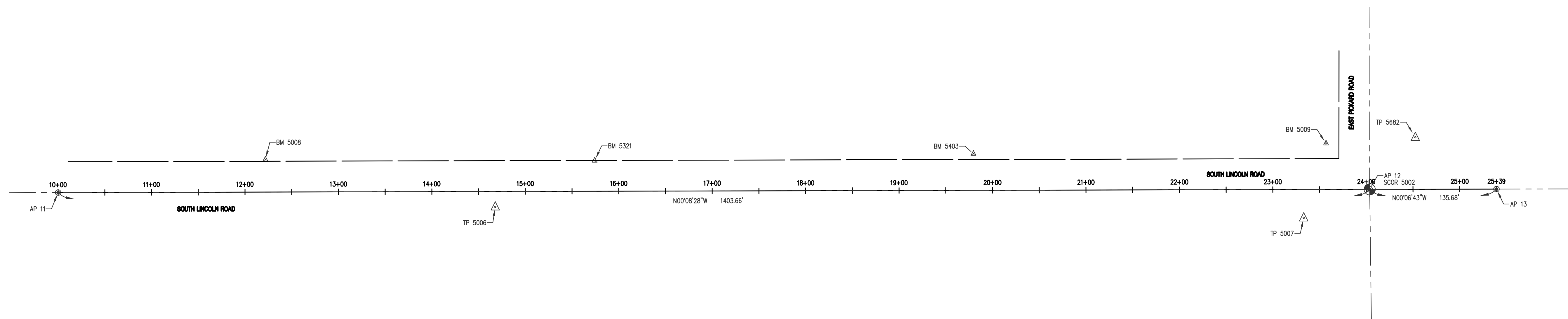
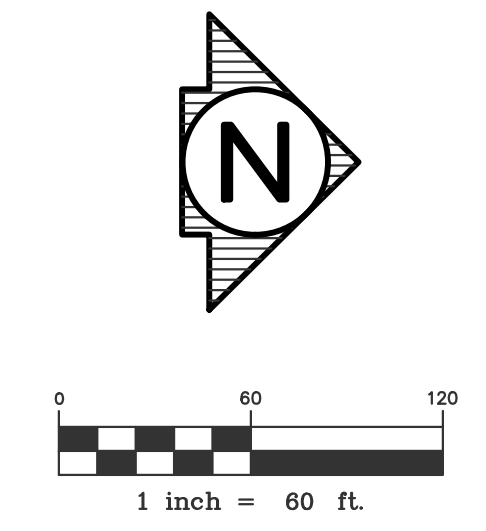
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PREPARED FOR
CHARTER TOWNSHIP OF UNION
2020 SIDEWALK IMPROVEMENTS

LEGEND SHEET

REV: SHT# 3 OF 9
JOB No: 20M0046



LINCOLN CENTERLINE ALIGNMENT - CONTROL TABLE

BENCHMARK DATA TABLE

NUMBER	NORTHING	EASTING	ELEVATION	STATION	OFFSET	DESCRIPTION
BM 5008	768638	13006484	800.88	12+21.87	34.76' LT	NW FLANGE BOLT OF HYDRANT W. SIDE OF LINCOLN RD., 165'± S. OF CL OF DRIVE TO COMM. ON AGING
BM 5009	769773	13006466	803.07	23+57.05	49.29' LT	S'LY OF FLANGE BOLT OF HYDRANT, SW QUAD OF PICKARD & LINCOLN ROADS
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.
BM 5403	769396	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.

TRAVERSE POINT DATA TABLE

NUMBER	NORTHING	EASTING	STATION	OFFSET	DESCRIPTION
TP 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
TP 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

ALIGNMENT POINT 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
AP 13	769955.8171	13006515.3867	25+39.34	0.00' RT	POINT OF ENDING, LINCOLN CENTERLINE ALIGNMENT

SECTION CORNER DATA TABLE

NUMBER	NORTHING	EASTING	STATION	OFFSET	DESCRIPTION
QCOR 5001	769853.7670	13009168.1860	24+32.10	2652.59' RT	1/4 CORNER F-5, T14N-R4W, UNION TWP., ISABELLA CO., MICHIGAN
QCOR 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



NOTES:

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



PLAN SUBMITTALS AND CHANGES

BIDDING DOCUMENTS	
DATE	DESCRIPTION

REV:

SHT# 4 OF 9
 JOB No: 20M0046

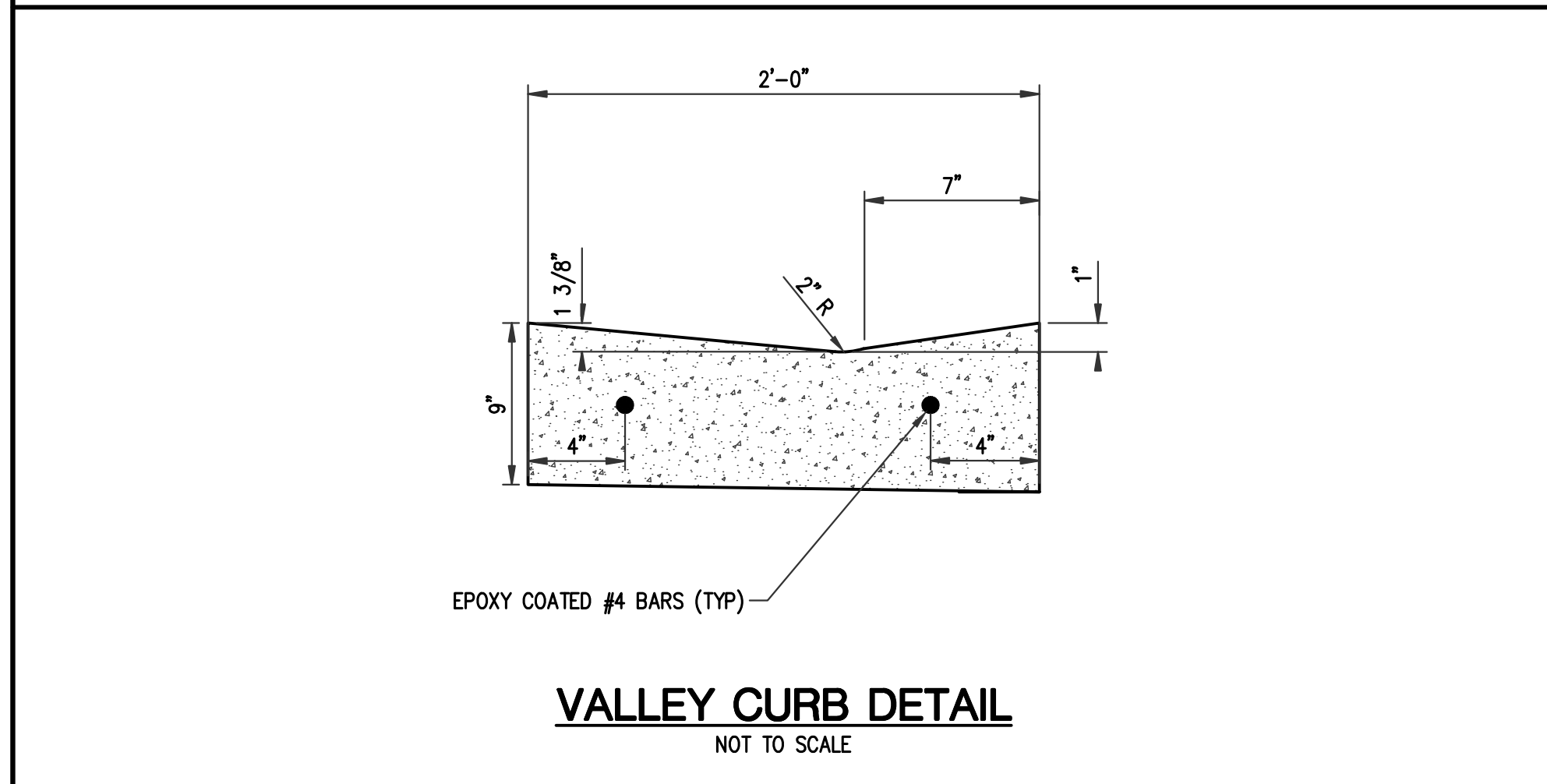
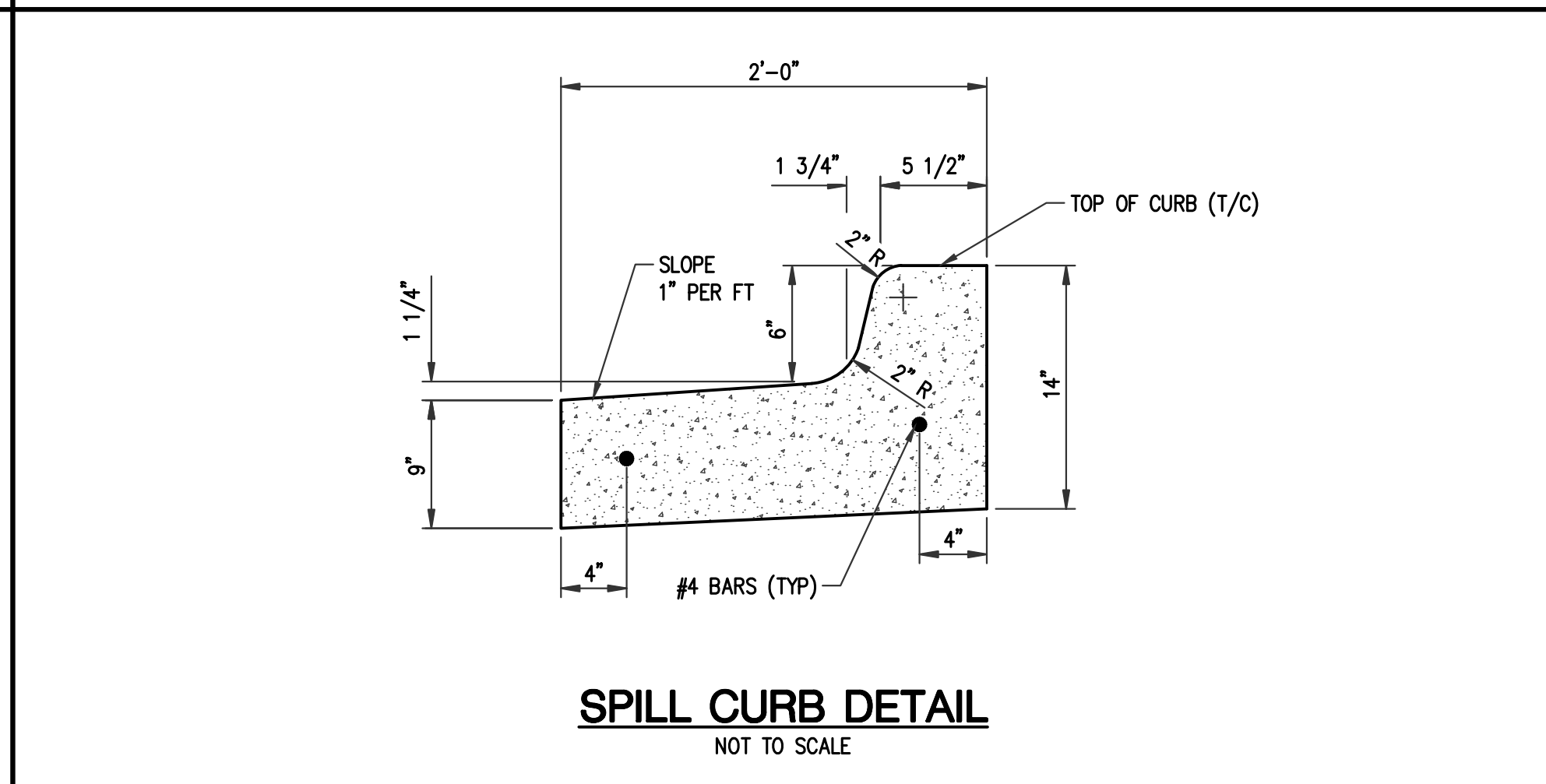
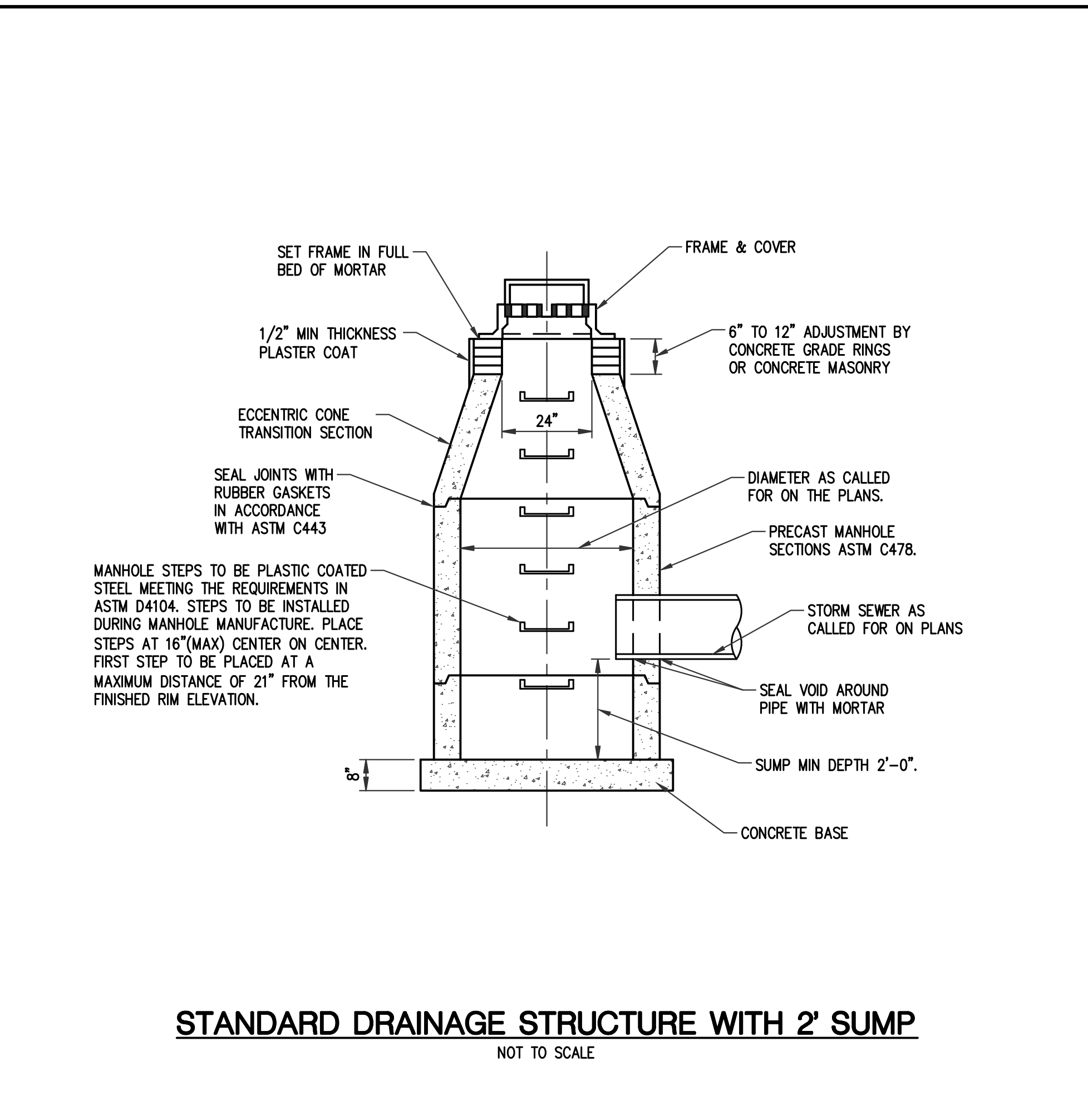
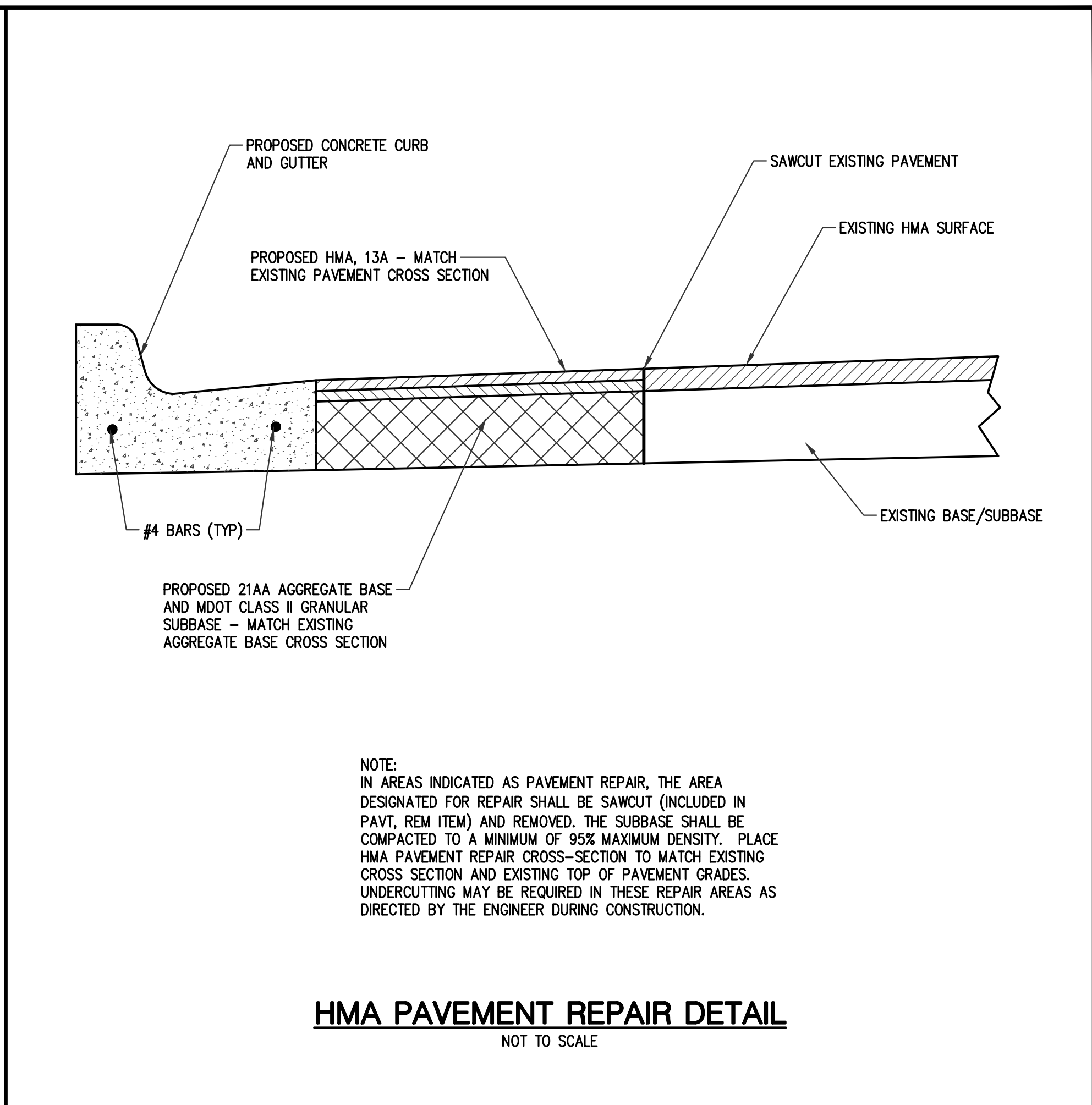
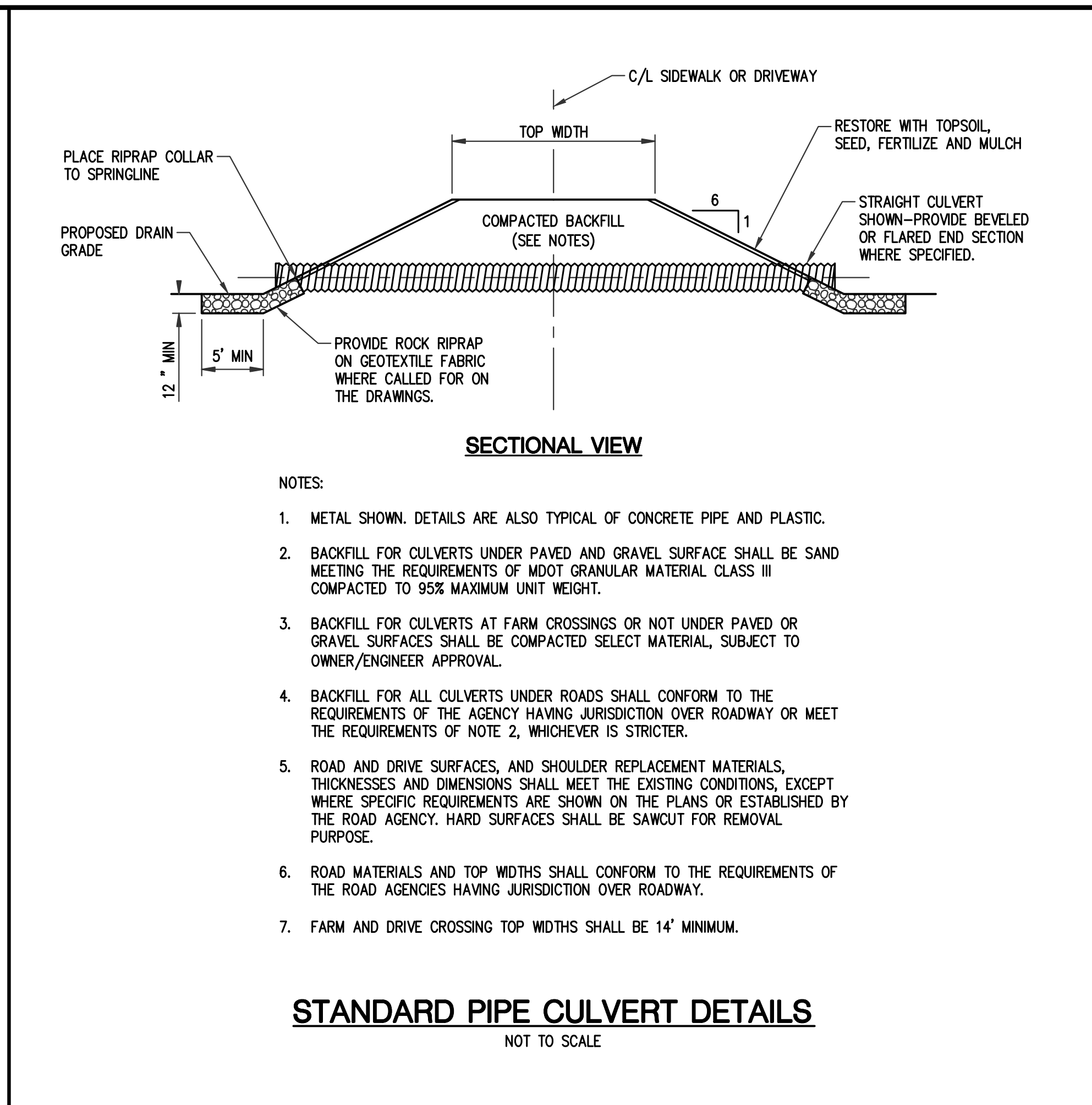
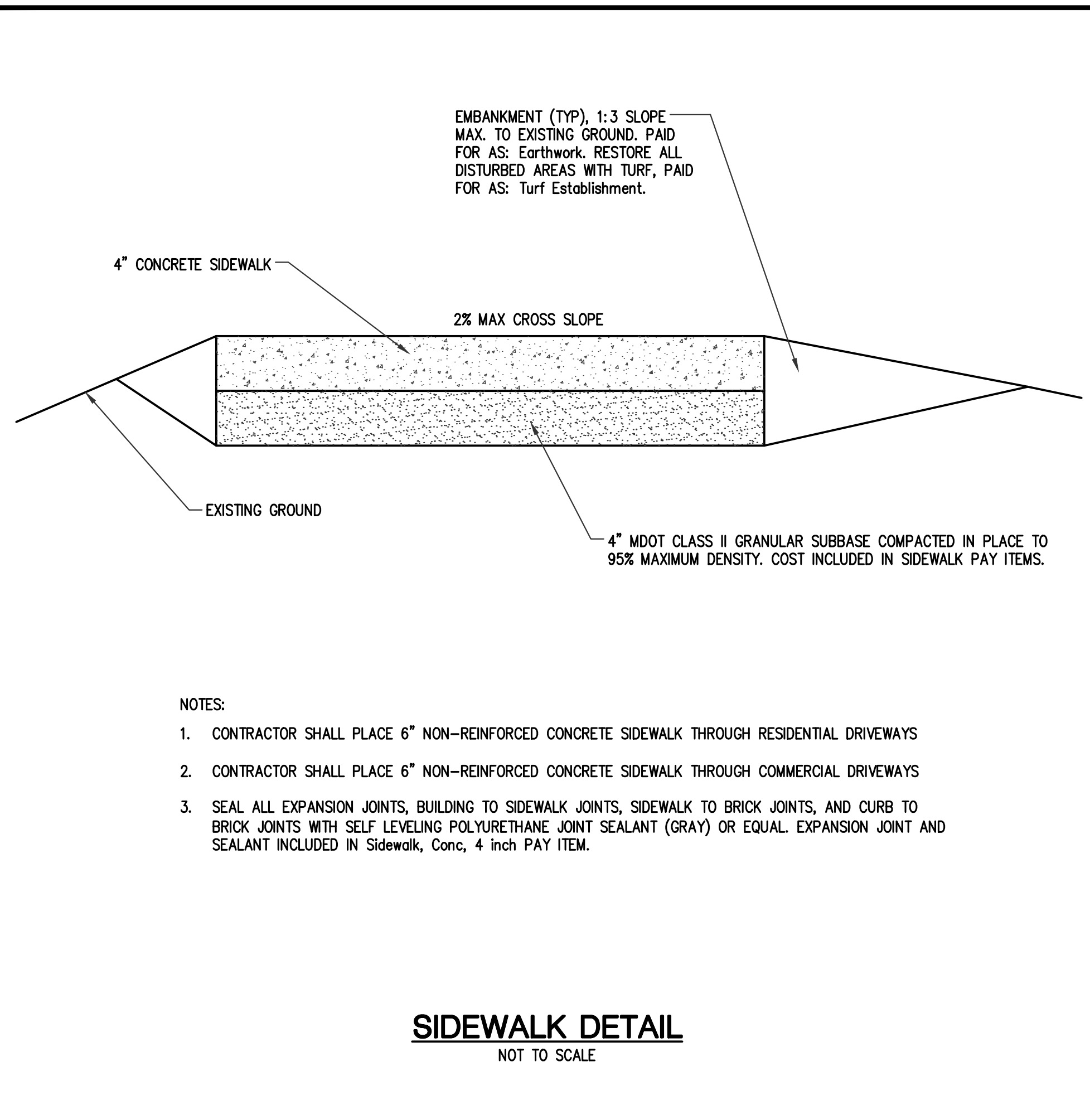
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PREPARED FOR
CHARTER TOWNSHIP OF UNION
2020 SIDEWALK IMPROVEMENTS

CONTROL SHEET - LINCOLN RD



	SLOPES	STREAMS AND WATERWAYS	SURFACE DRAINAGEWAYS	ENCLOSED DRAINAGE (Inlet & Outfall Control)	LARGE FLAT SURFACE AREAS	BORROW AND STOCKPILE AREAS	ADJACENT PROPERTIES
36					*		*
49			*	*			
54			*				*

SESC MEASURES

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

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2020 SIDEWALK IMPROVEMENTS

DETAIL SHEET

PLAN SUBMITTALS AND CHANGES

BIDDING DOCUMENTS	
DATE	DESCRIPTION

REV: _____

SHT# 5 OF 9

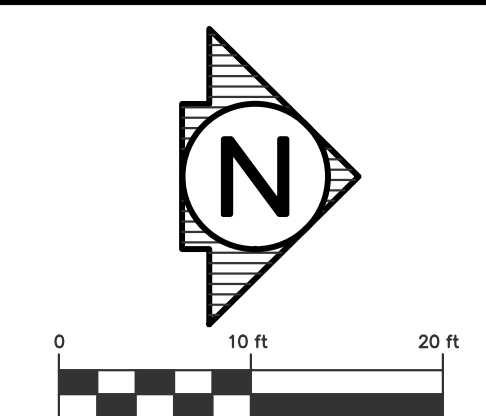
JOB No: 20M0046

ROWE PROFESSIONAL SERVICES COMPANY

127 S. Main Street
Mt. Pleasant, MI 48858

PLAN DATE: JULY 2022
PROJECT MGR: DER
REVIEWER: PTO
SCALE: NOT TO SCALE

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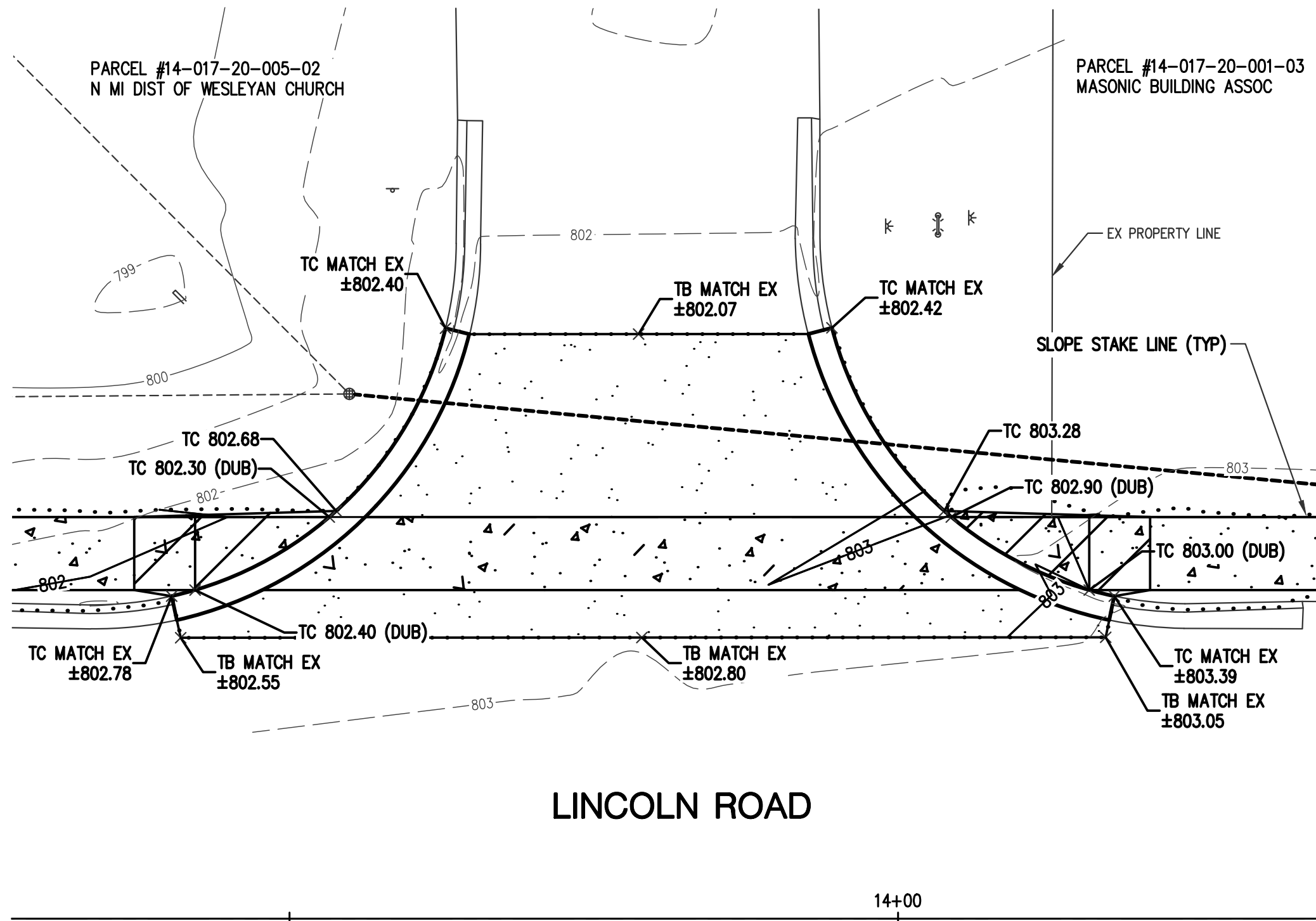
PLAN DATE: JULY 2022
 PROJECT MGR: DER
 REVIEWER: PTO
 SCALE: 1"=10'

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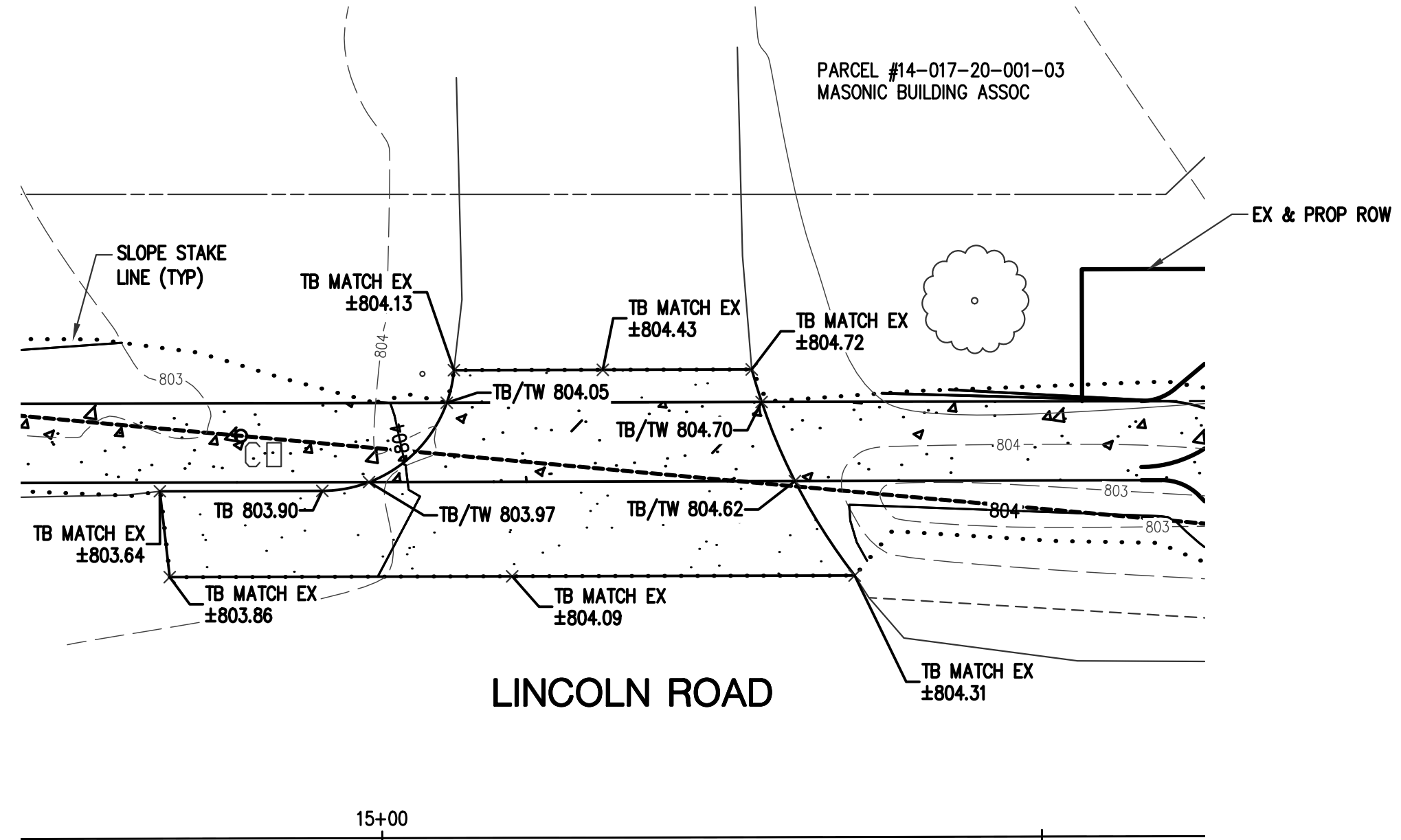
PREPARED FOR
CHARTER TOWNSHIP OF UNION
2020 SIDEWALK IMPROVEMENTS
 DETAIL GRADING SHEET



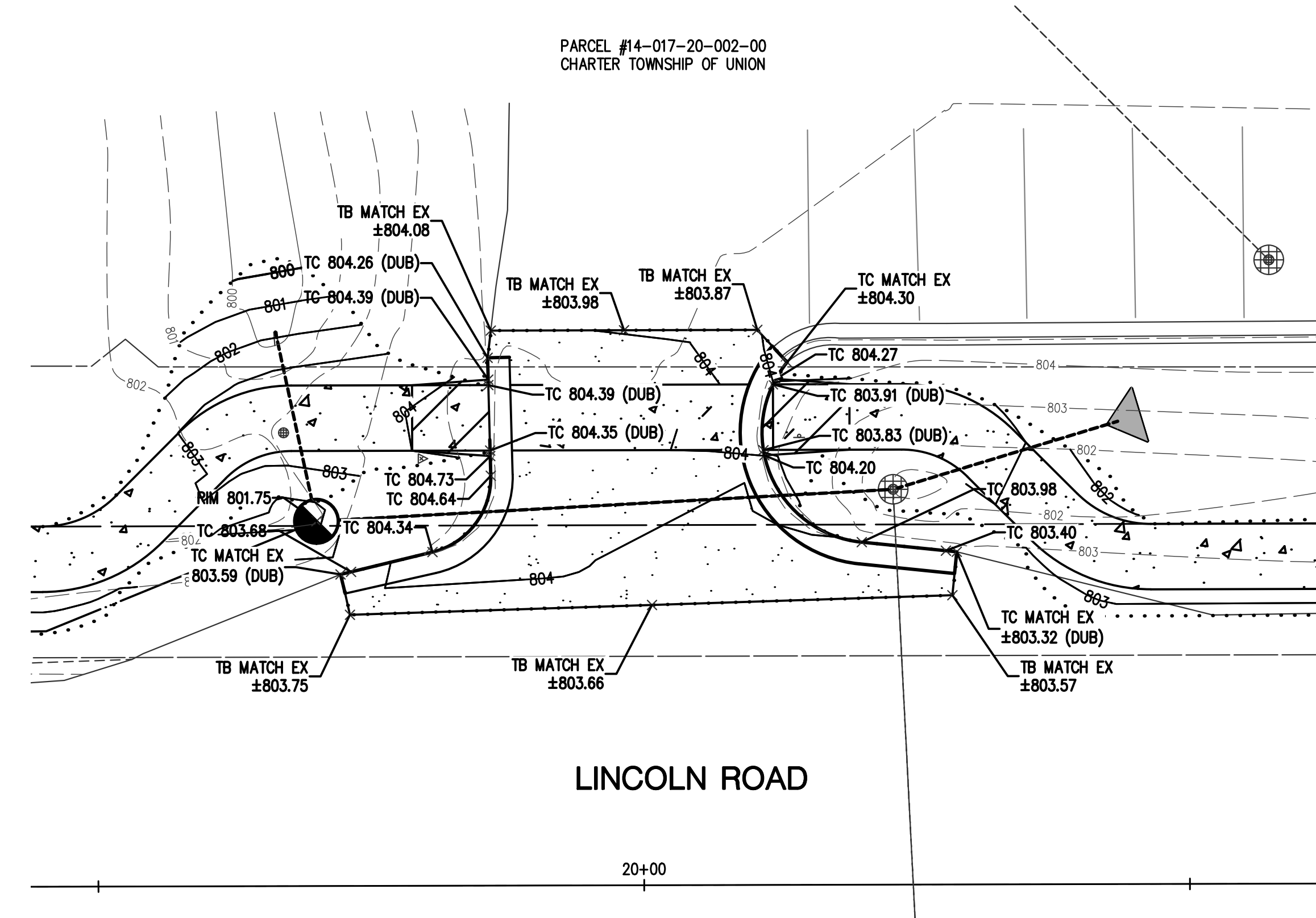
REV:
 SHT# 6 OF 9
 JOB No: 20M0046



DRIVEWAY 13+80 DETAIL GRADES
 1"=10'



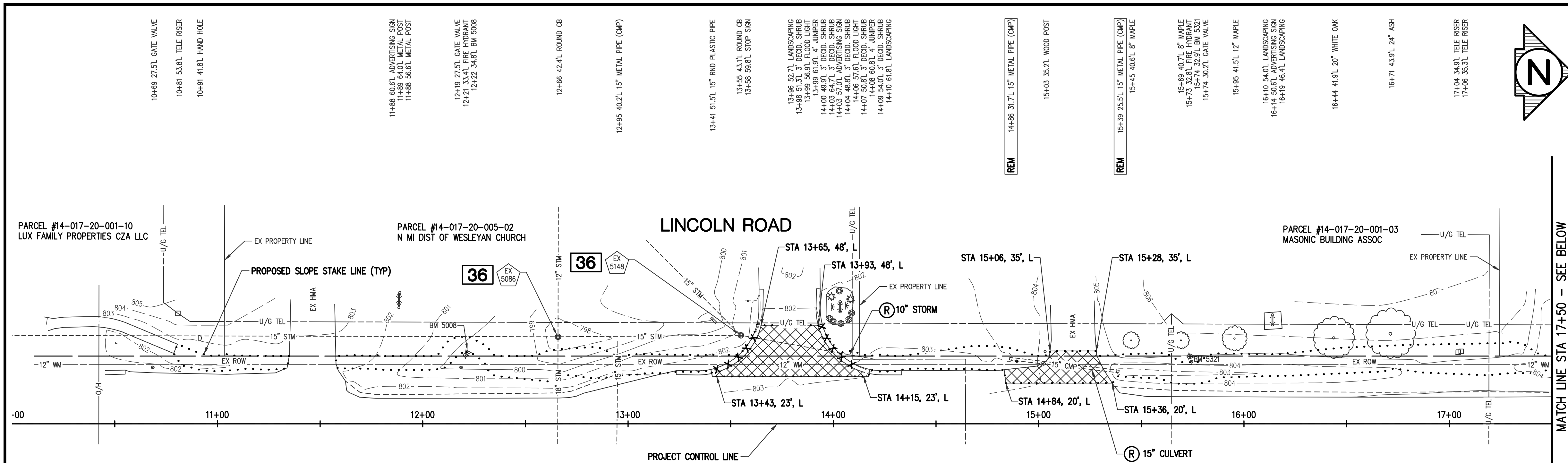
DRIVEWAY 15+20 DETAIL GRADES
 1"=10'



DRIVEWAY 20+00 DETAIL GRADES
 1"=10'

LEGEND
 TB - TOP OF HMA PAVEMENT
 TC - TOP OF CURB
 TW - TOP OF SIDEWALK
 RIM - RIM ELEVATION
 DUB - LOW BACK CURB

PLAN SUBMITTALS AND CHANGES	
BIDDING DOCUMENTS	
DATE	DESCRIPTION



MATCH LINE STA 17+50 - SEE BELOW

MATCH LINE STA 17+50 - SEE ABOVE

SHEET QUANTITIES		
DESCRIPTION	QUANTITY	UNITS
Dr Structure, Rem	1	Ea
Curb and Gutter, Rem	140	Ft
Pavt, Rem	260	Syd
Erosion Control, Check Dam, Stone	10	Ft
Erosion Control, Inlet Protection, Fabric Drop	6	Ea
Culv, Rem, Less than 24 inch	2	Ea
Storm Sewer, Rem, Less than 24 inch	133	Ft
Sign, Type III, Rem	2	Ea

EXISTING STRUCTURES	
MH# 5086	TYPE: STORM COVER: BEEHIVE RIM= 797.60 12.0" RCP W INV.=788.20 15.0" RCP S INV.=786.60 18.0" RCP E INV.=786.30 15.0" RCP N INV.=792.95
MH# 5148	TYPE: STORM COVER: BEEHIVE RIM= 801.40 12.0" CPP N INV.=794.25 15.0" RCP S INV.=793.95 15.0" CPP SW INV.=795.80
MH# 5384	TYPE: STORM COVER: BEEHIVE RIM= 802.24 15.0" SLC N INV.=799.44 6.0" PV W INV.=799.49
MH# 5406	TYPE: STORM COVER: BEEHIVE RIM= 800.57 15.0" OTH S INV.=798.27 12.0" RCP E INV.=798.02
MH# 5480	TYPE: STORM COVER: FLAT GRATE RIM= 803.41 12.0" OTH SW INV.=800.21
MH# 5648	TYPE: STORM COVER: CURB INLET RIM= 802.48 6.0" CPP S INV.=798.98 12.0" RCP E INV.=797.08

PLAN SUBMITTALS AND CHANGES	
BIDDING DOCUMENTS	
DATE	DESCRIPTION

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PLAN DATE: JULY 2022
PROJECT MGR: DER
REVIEWER: PTO
SCALE: 1" = 30'

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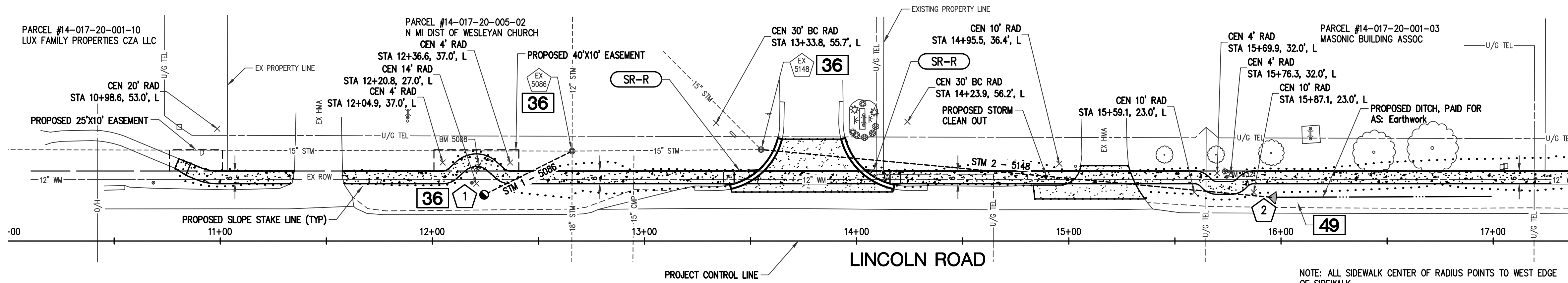


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PREPARED FOR
CHARTER TOWNSHIP OF UNION
2020 SIDEWALK IMPROVEMENTS
LINCOLN ROAD
REMOVAL PLAN SHEET

REV: _____
SHEET# 7 OF 9
JOB No: 20M0046



PROPOSED STORM SEWER END SECTION TABLE

STRUCT NO.	DIA.	PAY ITEM	END OF PIPE INVERT	END OF PIPE STATION	END OF PIPE OFFSET
2		Culv End Sect, 15 inch		15+95.4	20.6 L

PROPOSED STORM SEWER PIPE TABLE

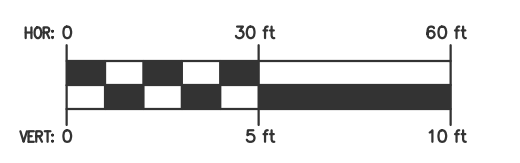
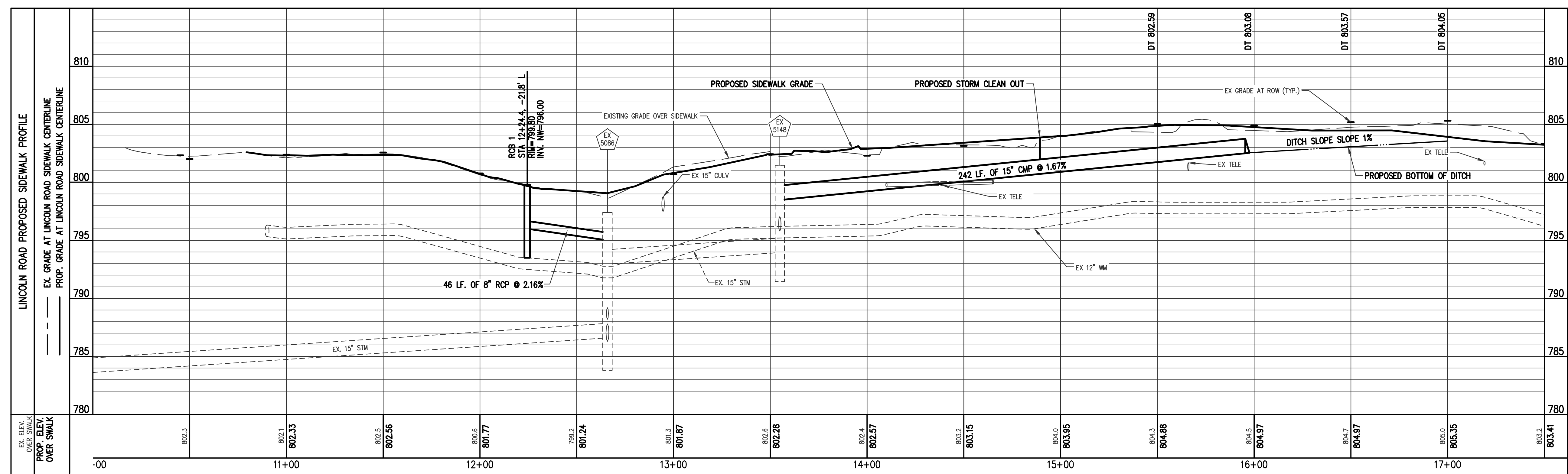
PIPE NUMBER	DIAMETER	PAY ITEM	TOTAL LENGTH	SLOPE	TRENCH DETAIL A (T.D. A)	TRENCH DETAIL B (T.D. B)
STM 1 - 5086	8"	Standard	46'	2.16%	Standard	Standard
STM 2 - 5148	15"	Storm Sewer, CI A, 15 inch	242'	1.67%	15'	227'

PROPOSED STORM SEWER STRUCTURE TABLE

STRUCT NO.	DIA.	COVER TYPE	RIM ELEVATION	INVERT	STATION	OFFSET
EX 5086	N/A	N/A	RIM=797.40	15" 786.60 S (EX) 12" 788.20 W (EX) 18" 786.30 E (EX) 15" 792.95 N (EX) 8" 795.00 SE (Concrete Pipe - ROWE)	12+65.9	42.4 L
EX 5148	N/A	N/A	RIM=801.47	15" 793.95 S (EX) 15" 795.80 SW (EX) 15" 796.47 N (PR)	13+54.9	43.1 L

SHEET QUANTITIES

DESCRIPTION	QUANTITY	UNITS
Erosion Control, Inlet Protection, Fabric Drop	1	Ea
HMA, 13A	95	Ton
Curb and Gutter, Conc, Det F4	39	Ft
Curb Ramp Opening, Conc	34	Ft
Sidewalk Ramp, Conc, 6 inch	150	Sft
Sidewalk, Conc, 4 inch	3270	Sft
Culv End Sect, 15 inch	1	Ea
Storm Sewer, CI A, 8 inch, Tr Det A	25	Ft
Storm Sewer, CI A, 8 inch, Tr Det B	21	Ft
Storm Sewer, CI A, 15 inch, Tr Det A	15	Ft
Storm Sewer, CI A, 15 inch, Tr Det B	227	Ft
Dr Structure, 24 inch dia	1	Ea
Dr Structure, Tap, 8 inch	1	Ea
Dr Structure, Tap, 15 inch	1	Ea
Storm Sewer Cleanout	1	Ea



PLAN SUBMITTALS AND CHANGES

BIDDING DOCUMENTS	
DATE	DESCRIPTION

REV: _____
 SHEET# **8** OF **9**
 JOB No: 20M0046

ROWE PROFESSIONAL SERVICES COMPANY

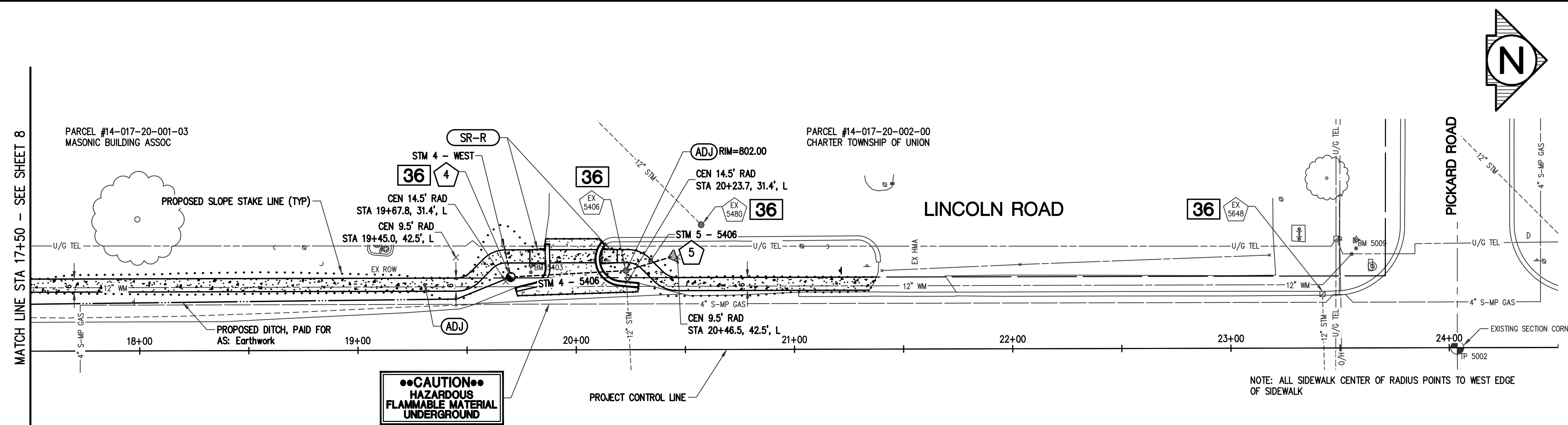
127 S. Main Street
Mt. Pleasant, MI 48858

O: (989) 772-2138
F: (989) 773-7757
www.rowepsc.com

PLAN DATE: JULY 2022
 PROJECT MGR: DER
 REVIEWER: PTO
 SCALE: 1"=30' HORZ; 1"=5' VERT

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

MATCH LINE STA 17+50 - SEE SHEET 8



CAUTION
HAZARDOUS
FLAMMABLE MATERIAL
UNDERGROUND

NOTE: ALL SIDEWALK CENTER OF RADIUS POINTS TO WEST EDGE OF SIDEWALK

PROPOSED STORM SEWER STRUCTURE TABLE

STRUCT NO.	DIA.	COVER TYPE	RIM ELEVATION	INVERT	STATION	OFFSET
EX 5406	N/A	N/A	RIM=802.05	12" 798.02 E (EX) 15" 798.08 S (PR-RCP) 12" 800.05 N (PR-SLCP)	20+22.9	36.2 L
4	48"	G	RIM=801.75	6" 799.00 W (PR-SLCP) 15" 798.34 N (PR-RCP)	19+70.1	33.4 L

PROPOSED STORM SEWER END SECTION TABLE

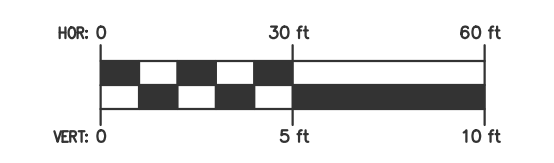
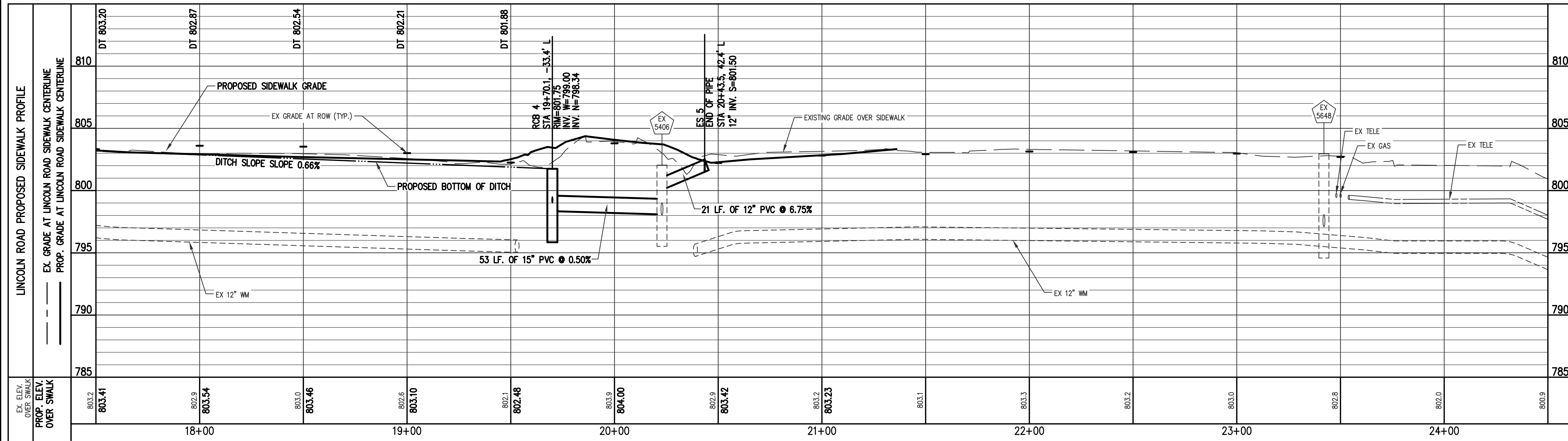
STRUCT NO.	DIA.	PAY ITEM	END OF PIPE INVERT	END OF PIPE STATION	END OF PIPE OFFSET
5	12"	Culv End Sect, 12 inch	12" 801.50	20+43.5	42.4 L

PROPOSED STORM SEWER PIPE TABLE

PIPE NUMBER	DIAMETER	PAY ITEM	TOTAL LENGTH	SLOPE	TRENCH DETAIL A (T.D. A)	TRENCH DETAIL B (T.D. B)
STM 4 - 5406	15"	Storm Sewer, CI A, 15 inch	53'	0.50%	53'	0'
STM 4 - WEST	6"	Storm Sewer, CI A, 6 inch	18'	3.44%	18'	0'
STM 5 - 5406	12"	Storm Sewer, CI A, 12 inch	21'	6.75%	17'	0'

SHEET QUANTITIES

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, CI A, 6 inch, Tr Det A	18	Ft
Storm Sewer, CI A, 12 inch, Tr Det A	17	Ft
Storm Sewer, CI 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



PLAN SUBMITTALS AND CHANGES

BIDDING DOCUMENTS	
DATE	DESCRIPTION

ROWE PROFESSIONAL SERVICES COMPANY

127 S. Main Street
Mt. Pleasant, MI 48858

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

PLAN DATE: JULY 2022
PROJECT MGR: DER
REVIEWER: PTO
SCALE: 1"=30' HORZ; 1"=5' VERT

O: (989) 772-2138
F: (989) 773-7757
WWW.ROWEPSC.COM

REV: _____

SHEET # 9 OF 9

JOB No: 20M0046

To: Rodney C. Nanney, AICP
Community and Economic Development Director

DATE: July 11, 2022

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 Emergency

Funds Budgeted: If Yes Account # _____ No 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

COSTS

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 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

Resolved by _____ Seconded by _____

Yes:
No:
Absent:

Thomas Kequom, EDA Board Chair

Date