



7275 W. MAIN STREET, KALAMAZOO, MI 49009
269-216-5220 Fax 375-7180 TDD 375-7198
www.oshtemo.org

**DOWNTOWN DEVELOPMENT AUTHORITY
Board of Directors - Regular Meeting**

**Oshtemo Community Center
6407 Parkview Avenue**

September 19, 2019
12:00 p.m.

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes: July 18, 2019
4. Treasurer's Report:
 - a. July - August 2019 (unaudited)
5. Streetscape Update:
 - a. Corner property development
 - i. Construction update
 - ii. Property line re-description update
 - b. Car wash property
 - i. Property negotiation update
 - c. Stadium Drive nonmotorized update
 - d. Street light conversion to LED discussion
6. Village Theme Development Plan Update
7. Announcements and Adjournment

Next Meeting **Thursday, November 21, 2019**

**OSHTEMO CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS**

MINUTES OF THE MEETING HELD JULY 18, 2019

The Oshtemo Charter Township Downtown Development Authority (DDA) Board of Directors held a meeting on Thursday, July 18, 2019. The meeting was called to order at approximately 12:00 p.m. at the Oshtemo Community Center, 6407 Parkview Ave.

Members present: Grant Taylor, Bruce Betzler, Bill Cekola, Themis Corakis, Libby Heiny-Cogswell, Mike Lutke, Rich MacDonald, Jack Siegel, Dick Skalski and Ryan Wieber.

Member absent: Julie Hite.

Also present: Julie Johnston, Oshtemo Township Planning Director, Martha Coash, Meeting Transcriptionist and Ken Paragon of OCBA.

Approval of Agenda

Chairperson Taylor asked for a motion to approve the agenda as presented.

Mr. Skalski moved to approve the agenda as presented. Mr. MacDonald seconded the motion. The motion passed unanimously.

Approval of Minutes

Chairperson Taylor asked if there were additions or corrections to the minutes for the regular meeting of May 16, 2019.

It was noted that Mr. Siegel was not included under absent members and should be added.

Mr. Skalski moved to approve the Minutes of the Regular Meeting of May 16, 2019 as presented with the correction as noted. Mr. Betzler seconded the motion. The motion carried unanimously.

Treasurer's Reports for May - June, 2019 (unaudited)

Ms. Johnston presented the Treasurer's Report for May - June, 2019. She reported the main expenditures for this two-month period are as follows:

- \$750 for Music in the Park.
- \$750 for auditing fees, which includes the main audit costs in March of \$500 and the monthly expenses in April and May.
- \$3,750 for an appraisal of the car wash property.
- \$6,874.10 in expenses from OCBA and Prein & Newhof for the corner property improvements.
- \$365.75 in expenses from Prein & Newhof for the Stadium Drive nonmotorized project.

She noted additional expenses were applied for the Community Center landscape maintenance and winter maintenance for Millard's Way (private drive behind the Community Center).

Mr. Skalski moved to approve the Treasurer's Reports for May - June, 2019 as presented. Mr. MacDonald seconded the motion. The motion carried unanimously.

Streetscape Update

a. Corner Property Development

Bid Process and Contract Award

OCBA released the bid documents and site plan for the DDA's property included as part of the corner improvement on June 17, 2019. A pre-bid meeting was held at the Township Hall on June 27th and the bid opening was held on July 11th. We received two bids for the project, as follows:

Cripps Fontaine Excavating, Inc - \$194,500 and a charge of \$30 a cubic yard for the removal and replacement of any unsatisfactory soils, if found.

Kalleward Group - \$200,000 and a charge of \$36 a cubic yard for the removal and replacement of any unsatisfactory soils, if found.

OCBA estimated the costs for the DDA property improvements to be about \$138,500, making the lowest bid approximately \$56,000 more than anticipated. She indicated the DDA would need to decide if one of the bids should be accepted or the project re-bid for the 2020 construction season.

After discussion and confirmation of the details of the work included in the bids, the group decided they wished to proceed with the work this summer with the low bid from Cripps Fontaine Excavating. The price was higher than expected likely because firms are behind in their work and focused more on large projects due to the inclement spring weather. Even if they wait until 2020 to bid the work out again, there is no guarantee the weather or other circumstances would yield a lower bid at that time.

Mr. Paragon said if the bid from Cripps was accepted, it is expected the work would be completed by November 1, 2019.

Ms. Johnston said per the Board's request at the May meeting, she contacted Genzink Appraisal to complete an appraisal on the Church's property at 6532 Stadium Drive. Based on their review of the property, the market values of the fee simple estate are \$83,000 without the ingress/egress easement to 9th Street and \$78,200 with. This is lower than the true cash value of \$240,052 established by the Township Assessor and utilized in the property swap Memorandum of Understanding for the demolition of the car wash.

Staff forwarded the appraisal report to the Church and encouraged them to have their own appraisal completed, if desired. The original sale price requested by the Church was the amount indicated in the Memorandum of Understanding.

In addition to the appraisal report, the Board requested OCBA move forward with the improvements on their own property and then incorporate 6532 Stadium Drive into the project if a purchase decision is made. OCBA provided a memo for the Church property redesign totaling \$7,500.

The church has indicated it would not accept \$80,000 for the property and suggested the negotiations start at \$240,000. Ms. Johnston thought perhaps a middle ground could be achieved. Also, to be factored in is the \$30,000 the DDA paid for the Church's share the car wash demolition costs.

After extended discussion of the pros and cons of going ahead now or waiting for an agreement with the church, it was the consensus of the group to move ahead with the Cripps bid.

Mr. Corakis **moved** to approve the low bid received from Cripps Fontaine Excavating, Inc. dated July 11, 2019, in the amount of \$195,000, including a charge of \$30 per cubic yard for the removal and replacement of any satisfactory soils if found, and to provide a contingency of up to \$10,000 if needed. Mr. Skalski **seconded the motion**. The **motion was approved unanimously**.

At this point in the meeting Chairperson Taylor left and Vice Chair MacDonald took over as Acting Chairperson.

Car Wash Church Property Negotiations

It was agreed that \$240,000 was not reasonable for the DDA to pay for the property given the appraisal received of \$83,000.

Mr. MacDonald **moved** to approach the church, explain the DDA's rationale for not accepting their offer to sell the property for \$240,000, provide them a copy of the fair market appraisal received from Genzink Appraisal, and offer to purchase the property with a 10% premium over the appraised value of \$83,000. If the offer is accepted, the DDA will pay reasonable market closing costs and transfer fees and will waive the \$30,000 paid on the church's behalf for demolition of the gas station. If title is taken by the DDA the area will be seeded with grass. Mr. Skalski **seconded the motion**. **The motion was approved unanimously.**

Cross-Access Agreement During Construction

Ms. Johnston reached out to the Church to request the use of their property for a staging area during construction through a temporary cross-access agreement for this purpose. It was requested she send along a draft document for their review.

A cross-access agreement was created and reviewed by both the Township Attorney and OCBA. A draft was then sent to Mr. Selkirk. The church has indicated they are willing to sign the temporary cross-access agreement.

OCBA Redesign Contract

The group agreed to place the OCBA Redesign Contract on hold until after negotiations with the church are concluded.

New Project Development

a. Realtor Outreach on Property Procurement

Ms. Johnston said she reached out to a local realtor to approach property owners to assess their interest in selling properties the DDA is interested in purchasing. He is moving slowly to explore who might be interested in selling. More information will be provided as it develops.

There was discussion about whether this is the time to do a property survey to determine any restrictions or utility access.

It was pointed out a survey will be needed at some point no matter what. Ms. Heiny-Cogswell will check to see if one was done when Millard's Way was constructed. Ms. Johnston will bring the group up to date at the September meeting. It can be decided at that point whether to move ahead with Prein and Newhof to have one done.

b. Electric Car Charging Stations Within the DDA Area

Ms. Johnston said Chairperson Taylor would like the group to consider placing an electric car charging station in the DDA area.

Ms. Heiny-Cogswell indicated the Township Board is interested and have considered a station at Flesher Field or the Harding's Store parking lot. There is currently a Consumers Energy grant program for installation in an amount of up to \$5000. She asked if the DDA would be interested/willing to partner with the Township.

Mr. MacDonald noted installing the system would be the responsibility of the owner; usage would be a cost to the user. He wondered if there would be a different cost for installation depending upon location.

Ms. Heiny-Cogswell indicated the Public Works Department could assist in determining specifics.

Mr. MacDonald said the group was interested in pursuing a charging station, with Harding's parking lot as the preferred location.

Budget Discussion

Ms. Johnston walked the group through the budget. She indicated revenue was increased but given new construction felt it was probably a low estimate. She reported Mr. Taylor expects interest earned will be about \$15,000.

The group discussed several items related to the sidewalk project, corner property and possible property acquisition and whether to include estimates as place holders or to do amendments later if necessary. They settled on leaving the budget as presented but with the removal of \$235,000 for car wash property improvements from the carryover and capital outlay and \$7500 for concept plan cost.

Mr. Skalski **moved** to approve the budget as presented with the removal of \$235,000 for car wash property improvements and \$7500 for concept plan costs. Mr. Betzler **seconded the motion.** The motion was **approved unanimously.**

Village Theme Development Plan Discussion

Ms. Johnston reported Chairperson Grant would like a discussion and motion to ask the Planning Commission to take up this item again to move the project forward.

Acting Chair MacDonald summarized the history for the group, saying the DDA questioned whether certain elements of the Form Based Code are still valid and if they should be revisited. They were moving toward a recommendation to loosen some of the requirements in the Village Core portion of the overall plan.

At a joint board meeting with the Township Board and Planning Commission on this subject, some Township Board members expressed concerns. Additional Planning Commission discussion was desired, but competing priorities caused this issue to be lost in the process.

He said the challenge is that what the DDA wants today regarding the corridor is different than zoning requirements. Desired is a slow pedestrian environment. What we have is quickly moving traffic. What needs to be decided is which it is to be and who should control the roads to accomplish the goal. The DDA wants to be sure this issue does not fall by the wayside with the Township.

Ms. Johnston explained the Planning Commission has discussed the issue but with no time frame. It is uncertain how much the DDA can accomplish with the time they have left within this current Development Plan. An influx of new cash is needed. The question is what the vision is for the DDA area and can the DDA see it through. What we have with the road as it is today is very different from the vision. To move forward with public input received, a formal motion requesting the Planning Commission take this up again would be in order.

Acting Chair MacDonald said re-engaging with the Planning Commission and Township Board would address unresolved recommendations.

Ms. Heiny-Cogswell felt it would be appropriate to approve a motion to send a recommendation to the Planning Commission to take this issue up again and let them decide whether to send a recommendation on to the Township Board. She noted when it was considered previously there were mixed opinions on its priority at the Board level.

Ms. Johnston said when the recommendation was made the plan was 90% done, but a final review was needed by the Planning Commission before it went to the Township Board. There were clear concerns from some Board members who weren't ready to change the vision. She agreed the process would be to send a recommendation to the Planning Commission which could then be moved by the Commission to the Township Board. If the Board does not ultimately approve the recommendation at least we would have an answer.

Mr. Skalski **made a motion** requesting the Planning Commission to review the consultant's report and recommendations regarding the Village Theme Development Plan generated by the DDA and Planning Commission subcommittee and to indicate

the DDA's willingness to re-engage with the PC if they wish to discuss the issue further. Mr. Betzler **seconded the motion.** The **motion was approved unanimously.**

Announcements and Adjournment

Acting Chair MacDonald noted Ms. Johnston would be resigning from her position as Planning Director to accept a planning consultant position with a local firm. He and other Board members wished her well and thanked her for her DDA service and leadership.

There being no further business, Acting Chairperson MacDonald adjourned the meeting at 1:12 p.m.

Oshtemo Charter Township
Downtown Development Authority

Minutes Prepared: July 20, 2019

Minutes Approved:



September 5, 2019

To: DDA Board

From: Themis Corakis, Treasurer

Re: Treasurer's Report

Attached you will find the Treasurer's Report for July - August 2019, unaudited.

The main expenditures for this two-month period are related to the corner property improvements and the Stadium Drive sidewalk. Additional administrative expenses related to staff costs, accounting fees, and legal fees have also been invoiced during this timeframe. Finally, maintenance costs associated with the Community Center and the weed control at the corner property are included with this report.

Attachment: July - August budget spreadsheet
Invoice

DOWNTOWN DEVELOPMENT AUTHORITY
Treasurer's Report July - August, 2019
unaudited

REVENUES	2019 Budget	Previous Activity	Activity this Period	Available Balance
Carryover	\$457,250.00	\$0.00	\$0.00	\$457,250.00
Current Real Property Tax	\$106,000.00	\$0.00	\$126,216.65	\$126,216.65
Miscellaneous	\$40,000.00	\$0.00	\$0.00	\$0.00
Interest Earned	\$3,000.00	\$0.00	\$3,297.98	\$3,297.98
TOTAL REVENUES	\$606,250.00	\$0.00	\$129,514.63	\$586,764.63

EXPENDITURES	2019 Budget	Previous Activity	Activity this Period	Total Activity	Available Balance per Original Budget	Percent Used
Staff	\$2,000.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00	50.00%
Supplies	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Postage	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Community Events	\$750.00	\$750.00	\$0.00	\$750.00	\$0.00	100.00%
Consultants	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0.00%
Accounting & Auditing Fees	\$2,000.00	\$850.00	\$200.00	\$1,050.00	\$950.00	52.50%
Legal Fees	\$2,000.00	\$60.00	\$202.50	\$262.50	\$1,737.50	13.13%
Legal Notices	\$500.00	\$30.00	\$30.00	\$60.00	\$440.00	12.00%
Repairs & Maintenance	\$8,000.00	\$680.89	\$656.00	\$1,336.89	\$6,663.11	16.71%
<i>Banner rotation/storage/maintenance</i>	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
<i>Lawn care and maintenance</i>	\$4,000.00	\$536.00	\$656.00	\$1,192.00	\$2,808.00	29.80%
<i>Millard's Way snow removal</i>	\$2,000.00	\$144.89	\$0.00	\$144.89	\$1,855.11	7.24%
Capital Outlay/Obligated Projects	\$510,000.00	\$23,722.65	\$23,110.77	\$46,833.42	\$463,166.58	9.18%
<i>Corner site improvement construction</i>	\$400,000.00	\$0.00	\$0.00	\$0.00	\$400,000.00	0.00%
<i>Corner site improvement construction docs & admin.</i>	\$70,000.00	\$19,315.10	\$20,501.87	\$39,816.97	\$30,183.03	56.88%
<i>Stadium Drive sidewalk documents</i>	\$30,000.00	\$4,407.55	\$2,608.90	\$7,016.45	\$22,983.55	23.39%
<i>Façade grant program</i>	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
Capital Outlay/Obligated Projects	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
<i>Stadium Drive sidewalk easement acquisition</i>	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
TOTAL EXPENDITURES	\$606,250.00	\$26,593.54	\$24,699.27	\$51,292.81	\$554,957.19	8.46%

CARRYOVER 2019	\$457,250.00
REVENUES EARNED 2019	\$129,514.63
EXPENDITURES 2019	\$51,292.81
NET BALANCE 2019	\$535,471.82

FUND BALANCE: \$920,741.82

From: [Julie Johnston](#)
To: [Amanda McMillon](#)
Subject: Check for DDA Document
Date: Wednesday, August 14, 2019 9:21:31 AM
Attachments: [20190814091737.pdf](#)

Hi Amanda –

Will you please have a check cut for the County Clerk so I can record the attached DDA document. The PO number is 12200. Please hold the check so I can collect it and take it with me to the County. Thanks!

Julie Johnston, AICP

Planning Director

Oshtemo Charter Township

7275 W. Main Street

Kalamazoo, MI 49009

269.216.5223

269.375.7180 (fax)

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TEMPORARY CROSS ACCESS AGREEMENT

This TEMPORARY CROSS ACCESS AGREEMENT (“Agreement”) is entered into as of the 6th day of August, 2019 by and between Oshtemo Charter Township Downtown Development Authority (“DDA”), established pursuant to Public Act 197 of 1975, whose address is 7275 West Main Street, Kalamazoo, Michigan 49009 and Oshtemo United Methodist Church (“Church”), a 501c3 tax-exempt religious organization, whose address is 6574 Stadium Drive, Kalamazoo, Michigan 49009.

Background

1. The DDA owns a parcel of real property in Oshtemo Township, Kalamazoo County, Michigan, which is addressed as 6520 Stadium Drive. The DDA intends to develop the parcel as a natural gateway feature to the Oshtemo Village, including such items as sidewalks, landscaping, irrigation, pedestrian features, and lighting, which will be managed and maintained by the DDA.

2. The contractor approved by the DDA needs access to this parcel and a staging area for their construction equipment.

3. The Church owns a parcel of real property in Oshtemo Township, Kalamazoo County, Michigan, which is addressed as 6532 Stadium Drive. The DDA has requested a temporary cross access easement to this parcel to allow the contractor to access the DDA property from the curb cut on South 9th Street and utilize the paved area of this parcel for the staging of construction equipment and materials.

Agreements

NOW THEREFORE, the DDA and Church agree as follows:

1. **Ingress and Egress:** The Church permits the construction contractor and their designees hired by the DDA the temporary right to access the parcel owned by the Church addressed as 6532 Stadium Drive for the intention of completing improvements to the DDA property. This temporary access shall only occur during the construction of the DDA property, which is expected to occur between July and December of 2019.



30 April 2019

Mr. Grant Taylor, Chairperson
Downtown Development of Oshtemo Township
c/o 7275 West Main Street
Kalamazoo, MI 49009

Sent via e-mail ONLY to: Grant Taylor at gtaylor@oshtemo.org
copied to: Julie Johnston at JJohnston@oshtemo.org

RE: Oshtemo Village Corner Plaza - Final Design through Construction Administration

Invoice #41801.00 - 10
Billing Period: through 4/30/2019

Final Design through Construction Administration Lump Sum Fee
(excluding reimbursable expenses) \$ 42,000.00

Percent of Services Complete	47%	\$ 19,725.00
Total Earned to Date		\$ 19,725.00
Less Previous Invoices		<u>\$ (15,345.00)</u>
Fee Billed this Invoice		\$ 4,380.00
Reimbursable Expenses Estimated Not to Exceed		\$ 1,000.00
Total Billed to Date		\$ 114.56
Percentage Billed to Date		11%

Disbursements Made on Behalf of the Project
Mileage - 4/4/19, 12 miles @ \$0.58 \$ 6.96

Amount Due this Invoice \$ 4,386.96

Thank you,
Kenneth W. Peregon

PO# 11532



July 31, 2019

Mr. Grant Taylor, Chairperson
Downtown Development of Oshtemo Township
c/o 7275 West Main Street
Kalamazoo, MI 49009

RE: Oshtemo Village Corner Plaza - Final Design through Construction Administration

Invoice #41801.00 - 13

Billing Period: through 7/31/2019

Final Design through Construction Administration Lump Sum Fee
(excluding reimbursable expenses) \$ 42,000.00

Percent of Services Complete	85%	\$ 35,703.00	
Total Earned to Date		\$ 35,703.00	
Less Previous Invoices		\$ (33,624.00)	
Fee Billed this Invoice			\$ 2,079.00
Reimbursable Expenses Estimated Not to Exceed		\$ 1,000.00	
Total Billed to Date		\$ 221.05	
Percentage Billed to Date		22%	

Disbursements Made on Behalf of the Project

AIA Document	\$ 79.99	
Printing/Reproductions	26.50	\$ 106.49

Amount Due this Invoice \$ **2,185.49**

Thank you,
Kenneth W. Peregón



June 30, 2019

Mr. Grant Taylor, Chairperson
Downtown Development of Oshtemo Township
c/o 7275 West Main Street
Kalamazoo, MI 49009

Sent via e-mail ONLY to: Grant Taylor at gtaylor@oshtemo.org
copied to: Julie Johnston at JJohnston@oshtemo.org

RE: Oshtemo Village Corner Plaza - Final Design through Construction Administration

Invoice #41801.00 - 12
Billing Period: through 6/30/2019

Final Design through Construction Administration Lump Sum Fee
(excluding reimbursable expenses) \$ 42,000.00

Percent of Services Complete	80%	\$ 33,624.00	
Total Earned to Date		\$ 33,624.00	
Less Previous Invoices		<u>\$ (29,768.00)</u>	
Fee Billed this Invoice			\$ 3,856.00
Reimbursable Expenses Estimated Not to Exceed		\$ 1,000.00	
Total Billed to Date		\$ 114.56	
Percentage Billed to Date		11%	

Disbursements Made on Behalf of the Project

\$ -

Amount Due this Invoice \$ 3,856.00

Thank you,
Kenneth W. Peregón



31 May 2019

Mr. Grant Taylor, Chairperson
Downtown Development of Oshtemo Township
c/o 7275 West Main Street
Kalamazoo, MI 49009

Sent via e-mail ONLY to: Grant Taylor at gtaylor@oshtemo.org
copied to: Julie Johnston at JJohnston@oshtemo.org

RE: Oshtemo Village Corner Plaza - Final Design through Construction Administration

Invoice #41801.00 - 11
Billing Period: through 5/31/2019

Final Design through Construction Administration Lump Sum Fee
(excluding reimbursable expenses) \$ 42,000.00

Percent of Services Complete	71%	\$	29,768.00
Total Earned to Date		\$	29,768.00
Less Previous Invoices		\$	<u>(19,725.00)</u>
Fee Billed this Invoice		\$	10,043.00
Reimbursable Expenses Estimated Not to Exceed		\$	1,000.00
Total Billed to Date		\$	144.98
Percentage Billed to Date			14%
<u>Disbursements Made on Behalf of the Project</u>			
Mileage - 5/17 & 5/21/19, 24 miles total @ \$0.58		\$	13.92
Plots (11 12"x18" plots @ \$1.50)			<u>16.50</u>
		\$	<u>30.42</u>
Amount Due this Invoice			\$ 10,073.42

Thank you,
Kenneth W. Peregón

3355 Evergreen Drive NE Grand Rapids, MI 49525
t. 616-364-8491 f. 616-364-6955 preinnewhof.com

OSHTEMO CHARTER TOWNSHIP
LIBBY HEINY-COGSWELL
7275 W MAIN ST
KALAMAZOO, MI 49009-8210

Invoice number 50960
Date 08/05/2019
Project 2180386 STADIUM DRIVE-ONE WAY
PATH

BILLING PERIOD: 7/01/19 TO 7/27/19

PROFESSIONAL SERVICES RELATED TO
RIGHT-OF-WAY ACQUISITION AND DESIGN

RCKC TAP = \$ 47.50
DDA TAP = \$ 950.00

	Hours	Rate	Billed Amount
ENGINEER	10.50	95.00	997.50
		Invoice total	997.50

TERMS: NET 30: 1-1/2% PER MONTH SERVICE CHARGE ON PAST DUE ACCOUNTS

3355 Evergreen Drive NE Grand Rapids, MI 49525
 t. 616-364-8491 f. 616-364-6955 preinnewhof.com

Invoice

OSHTEMO CHARTER TOWNSHIP
 LIBBY HEINY-COGSWELL
 7275 W MAIN ST
 KALAMAZOO, MI 49009-8210

Invoice number 50429
 Date 07/09/2019
 Project 2180386 STADIUM DRIVE-ONE WAY
 PATH

BILLING PERIOD: 6/01/19 TO 6/29/19

PROFESSIONAL SERVICES RELATED TO
 EASEMENT ACQUISITION AND UTILITY
 COORDINATION

RCKC TAP = \$ 1,866.00
 DDA TAP = \$ 863.50

	Hours	Rate	Billed Amount
SURVEYOR II	0.50	110.00	55.00
TECHNICIAN II	7.00	70.00	490.00
TECHNICIAN	7.00	58.00	406.00
ENGINEER	18.00	95.00	1,710.00
PROJECT MANAGER	0.50	125.00	62.50
subtotal	33.00		2,723.50
Miles			6.00
		Invoice total	2,729.50

TERMS: NET 30: 1-1/2% PER MONTH SERVICE CHARGE ON PAST DUE ACCOUNTS

PO # 11809

S&T Lawn Service Inc.

(269) 375-0334
 3393 South 6th Street
 Kalamazoo, MI 49009

Invoice

Bill To:
Oshtemo Charter Township 7275 West Main Street Kalamazoo, MI 49009

Date:	7/31/2019
Invoice #:	16839
Terms:	Net 15

Regarding:	9th Street and Stadium Dr. Lot
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Date:	Description:	Quantity:	Rate:	Amount:
7/1/2019	07/01/2019 -- Fertilizing	1	0.00	0.00
7/5/2019	07/05/2019 -- Weeding	1	0.00	0.00
7/5/2019	07/05/2019 -- Lawn Mowing & Trimming	1	0.00	0.00
7/12/2019	07/12/2019 -- Lawn Mowing & Trimming	1	0.00	0.00
7/19/2019	07/19/2019 -- Weeding	1	0.00	0.00
7/19/2019	07/19/2019 -- Lawn Mowing & Trimming	1	0.00	0.00
7/26/2019	07/26/2019 -- Weeding	1	0.00	0.00
7/26/2019	07/26/2019 -- Lawn Mowing & Trimming	1	0.00	0.00
7/31/2019	07/31/2019 -- Lawn Service - Monthly Installment	1	268.00	268.00

Total	\$268.00
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Thank you for your business.

S&T Lawn Service Inc.

(269) 375-0334
 3393 South 6th Street
 Kalamazoo, MI 49009

PO # 11809

Invoice

Bill To:
Oshtemo Charter Township 7275 West Main Street Kalamazoo, MI 49009

Date:	7/22/2019
Invoice #:	16353
Terms:	Net 15

Regarding:	9th Street and Stadium Dr. Lot
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<i>Date:</i>	<i>Description:</i>	<i>Quantity:</i>	<i>Rate:</i>	<i>Amount:</i>
6/3/2019	Lawn Mowing & Trimming -- 9th Street and Stadium Dr. Lot	1	30.00	30.00
6/10/2019	Lawn Mowing & Trimming -- 9th Street and Stadium Dr. Lot	1	30.00	30.00
6/17/2019	Lawn Mowing & Trimming -- 9th Street and Stadium Dr. Lot	1	30.00	30.00
6/24/2019	Lawn Mowing & Trimming -- 9th Street and Stadium Dr. Lot	1	30.00	30.00
	Att: Julie Johnston			

Total	\$120.00
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S&T Lawn Service Inc.

(269) 375-0334
3393 South 6th Street
Kalamazoo, MI 49009

PO# 11809

Invoice

Bill To:
Oshemo Charter Township 7275 West Main Street Kalamazoo, MI 49009

Date:	6/30/2019
Invoice #:	16667
Terms:	Net 15

Regarding:	Parkview Hall
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<i>Date:</i>	<i>Description:</i>	<i>Quantity:</i>	<i>Rate:</i>	<i>Amount:</i>
6/7/2019	06/07/2019 -- Lawn Mowing & Trimming	1	0.00	0.00
6/14/2019	06/14/2019 -- Weeding	1	0.00	0.00
6/14/2019	06/14/2019 -- Lawn Mowing & Trimming	1	0.00	0.00
6/21/2019	06/21/2019 -- Lawn Mowing & Trimming	1	0.00	0.00
6/28/2019	06/28/2019 -- Weeding	1	0.00	0.00
6/28/2019	06/28/2019 -- Lawn Mowing & Trimming	1	0.00	0.00
6/30/2019	06/30/2019 -- Lawn Service - Monthly Installment	1	268.00	268.00

Total	\$268.00
--------------	----------

Thank you for your business.

SiegfriedCrandallPC

Certified Public Accountants & Advisors

246 E. Kilgore Road
Portage, MI 49002-5599
www.siegfriedcrandall.com

Telephone 269-381-4970
800-876-0979
Fax 269-349-1344

CHARTER TOWNSHIP OF OSHTEMO
7275 WEST MAIN STREET
KALAMAZOO, MI 49009

Invoice Number: 100381
Client ID: 6870

Date: 07/31/2019
Payable upon receipt

Professional services during the month of July 2019, which included the following:

A. Knafel (3 hours @ \$125) - tax and T&A assistance	375.00
J. Frederickson (5.75 hours @ \$150) February/March Cash reconciliations	862.50
S. Bryer (2 hours @ \$200) assistance with T&A and other questions	400.00
Less: discount	(200.00)

Breakdown by fund:

PO# 11620 ✓ [101 - \$ 637.50 - PO # 11624 ✓
 107 - 100.00 PO # 11651 ✓
 206 - 100.00
 207 - 100.00 - PO # 11677 ✓
 211 - 100.00
 249 - 100.00 - PO # 11642 ✓
 PO# 11689 [490 - 100.00
 491 - 100.00
 900 - 100.00 - PO # 11618

\$1,437.50
=====

New Charges:	\$1,437.50
Plus Prior Balance:	\$0.00
New Balance:	\$1,437.50

<u>07/31/2019</u>	<u>06/30/2019</u>	<u>05/31/2019</u>	<u>04/30/2019</u>	<u>03/31/2019+</u>
1,437.50	0.00	0.00	0.00	0.00

Unpaid balances after 60 days subject to interest at 1% per month, minimum of \$1.00

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Fax 269-349-1344

CHARTER TOWNSHIP OF OSHTEMO
7275 WEST MAIN STREET
KALAMAZOO, MI 49009

Invoice Number: 100272
Client ID: 6870

Date: **06/30/2019**
Payable upon receipt

Professional services during the month of June 2019, which included the following:

Ann's assistance with tax fund (1.50 hours @ \$125)	187.50
Less: discount	(87.50)
Joel's assistance with cash - February (4 hours @ \$150)	600.00
Steve's assistance with audit, answer ST questions, complete & file state forms (F-65, 5572, 5047) (9 hours @ \$200)	1,800.00

Breakdown as follows:

101 - \$1,300 - PO # 11624 -
107 - 100 - # 11651 -
206 - 300
PO # 11630 - [207 - 100 - 11677 -
211 - 100
249 - 100 - 11642 -
PO # 11689 - [490 - 200
491 - 200
900 - 100 - PO # 11618

\$2,500
=====

New Charges:	\$2,500.00
Plus Prior Balance:	\$0.00
New Balance:	<u>\$2,500.00</u>

Req# ~~12227~~

PO # 11477

Oshtemo Township

7275 W. Main
Kalamazoo MI, 49009



Bill To:
Oshtemo Downtown Development Authority
7275 West Main
Kalamazoo, MI 49009

INVOICE # 10070

Date: July 10, 2019

STATEMENT

Invoice #	Description	Rate	Quantity	Due	Balance
10070	Planning Staff				
	2 nd Quarter 2019	\$500	1	\$500.00	\$500.00
	2nd Quarter 2019 Legal Support				
	April 2019	\$150	.75	\$112.50	\$112.50
	May 2019	\$150	.20	\$30.00	\$30.00
	June 2019	\$150	.40	\$60.00	\$60.00
Total Due					\$702.50

PAST DUE BALANCE

Invoice #	0-30	30-60	60-90	90+
10070	\$702.50			

Please make all checks payable to: **Oshtemo Township**
Invoice # 10070

Attention:
Oshtemo Twp Treasurer's Office
7275 W Main
Kalamazoo MI, 49009

Total Due:
\$702.50

September 11, 2019



To: DDA Board

From: Julie Johnston, AICP
Planning Director

Re: Corner Property Improvements

Construction Update

Per the approval of the DDA, a contract was signed with Cripps Fontaine Excavating, Inc. for a total of \$194,500 and a charge of \$30 a cubic yard for removal and replacement of any unsatisfactory soils, if found. OCBA met with staff, the DDA Chair, and a representative from Cripps Fontaine on site on September 5th for a pre-construction meeting. Cripps Fontaine expects to begin construction the week of September 16th.

Unfortunately, as of the date of this memo, the final permits from the Road Commission of Kalamazoo County to complete work within the right-of-way have not been released. However, final revisions (3rd iteration) were sent to the Road Commission on September 10th so we expect approval very soon. Based on Road Commission concerns related to snow storage and storm water run-off, the plan had to change slightly. Attached is an overview from OCBA on the changes to the design plan.

Staff was able to secure the temporary cross access agreement with the Church to allow Cripps Fontaine to utilize the old car wash property as a staging area for construction. The temporary agreement has been signed by all parties and recorded with Kalamazoo County. The OCBA, Cripps Fontaine, and the Church have copies of the recorded document. A member of the Church attended the pre-construction meeting and walked the site with the project team. Pictures were taken to document the condition of the parcel prior to construction.

A decision related to the color of the park benches needs to be determined by the DDA. OCBA has provided the attached color options for your review. We will need a final decision at the meeting so the benches can be ordered in a timely manner.

Property Line Re-Description Update

Staff has contacted Prein & Newhof to finalize the new legal descriptions for the property swap. An application has been completed and will be sent to the Church representatives for signatures as soon as the legal descriptions are completed. We hope to have the Church's signature and the application submitted by the mid-October.

Attachment: RCKC permit review
Revised design plan
Dumor color options

September 11, 2019

OSHTEMO VILLAGE CORNER PLAZA

Summary of requests, and our response to, the Kalamazoo County Road Commission for the R.O.W. Permit Review

1. RCKC policy does not allow irrigation in the road R.O.W.

- Irrigation in the R.O.W. has been deleted.

2. Re-align concrete walk along the 9th Street and Stadium Drive R.O.W. to be inside and on the R.O.W line to allow future traffic control devices to be placed between the walk and curb.

- Stadium Drive : the walk is aligned at the R.O.W line near the church entry drive. As the walk proceeds easterly, it curves around a utility pole, then proceeds into the DDA property. The utility pole would be in the middle of the walk, if the walk were to continue along the R.O.W. line as requested. If the walk were move north of the pole it would be on property not owned by the DDA.

The Road Commission has accepted this solution.

- 9th Street walk : The walk is placed on and inside the R.O.W. as requested.

3. RCKC does not allow additional stormwater runoff from DDA property to shed into the R.O.W.

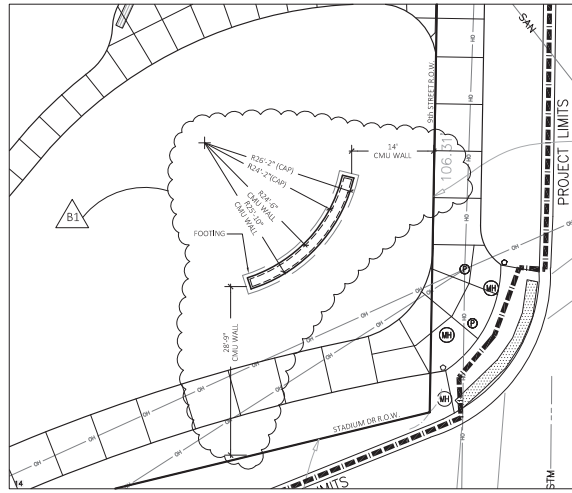
- Grading inside the DDA property has been revised to flow inward into the property. A minor swale is created at the base of the berm, and inside the 9th Street and Stadium Drive walk to collect runoff before it can shed into the R.O.W. A small rain garden would be crated in this swale and plant material in this swale has been revised to be more adaptable. Utilizing a rain garden to collect this small amount of run-off will be more cost effective than catch basins and pipe. The sign wall and berm was shifted 4' to the west to accommodate this grade change.

4. A sight distance triangle for the driveway on 9th Street is needed due to ornamental grasses planted in the R.O.W.

- Plant material is no longer in the R.O.W. from the changes noted above. A clear sight triangle has been accepted by RCKC.

A handwritten signature in cursive script that reads 'Paul Warnick'.

Paul Warnick, ASLA



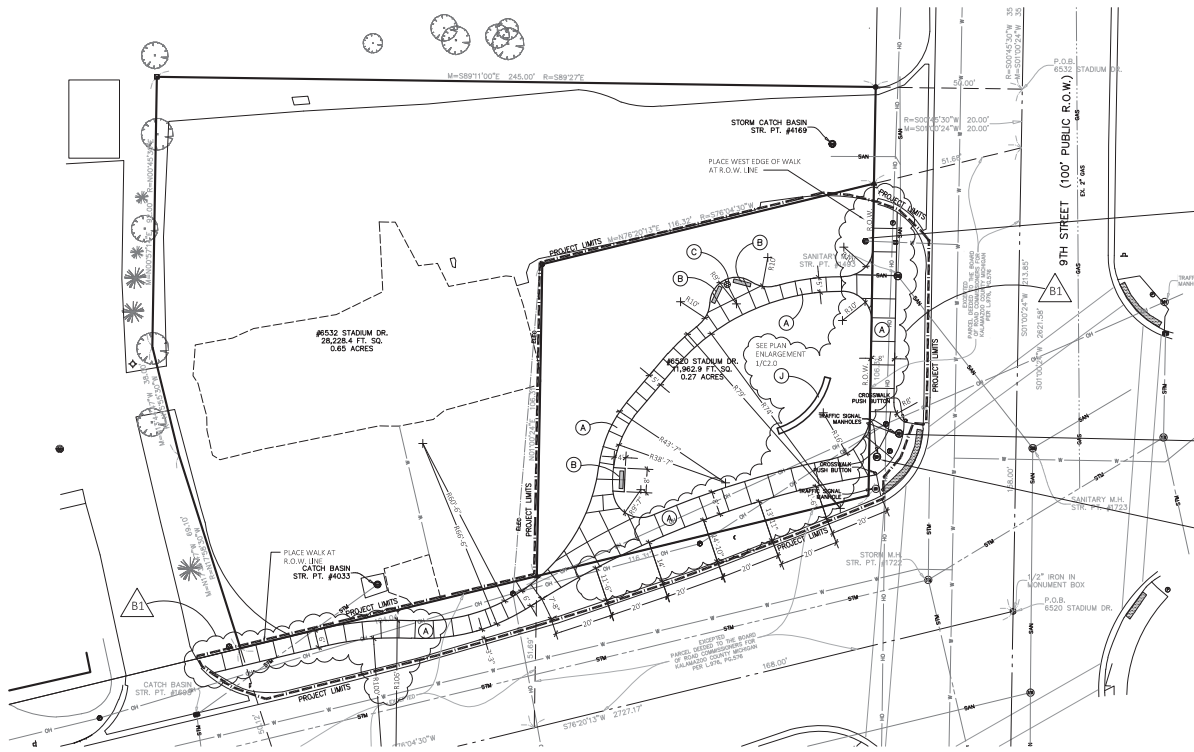
1 Masonry Sign Layout Plan
SCALE: 1" = 10'-0"

PROPOSED FEATURES LEGEND :

SYMBOL	DESCRIPTION	DETAIL
[Symbol A]	4" CONCRETE PAVING	1/C4.0
[Symbol B]	BENCH	2/C4.0
[Symbol C]	TRASH RECEPTACLE	3/C4.0
[Symbol D]	MASONRY SKIN WALL	4/C4.0
[Symbol E]	PROJECT LIMITS	

NOTES :

1. SURVEY PROVIDED BY PREIN & NEWHOF 1707 SOUTH PARK STREET SUITE 200, KALAMAZOO MI 49001 PH : 269-372-1358
2. SOME UNDERGROUND UTILITIES MAY NOT BE SHOWN ON PLAN. VERIFY LOCATIONS OF ALL BELOW GRADE UTILITIES PRIOR TO BEGINNING WORK. 72 HOURS BEFORE YOU DIG CALL "MISS DIG" AT 1-800-482-7171.
3. PROTECT ALL TREES & EXISTING FEATURES TO REMAIN AS SPECIFIED.
4. DISCREPANCIES BETWEEN SITE AND PLANS SHOULD BE REPORTED TO THE OWNER OR THEIR REPRESENTATIVE IMMEDIATELY.
5. CONTRACTOR IS TO PROTECT EXISTING CONCRETE WALK, ASPHALT, AND OTHER IMPROVEMENTS IN 9TH STREET AND STADIUM DRIVE R.O.W. FROM DAMAGE FROM CONSTRUCTION ACTIVITIES. CONTRACTOR IS TO REPAIR OR RESTORE ANY DAMAGE FROM THEIR CONSTRUCTION ACTIVITIES AS DIRECTED BY THE OWNER.
6. SEE SHT E1.0 AND E1.1 FOR PROPOSED ELECTRICAL SERVICES AND LIGHTING



2 Layout Plan
SCALE: 1" = 20'-0"

REPLACE FORD BOX COVER COMPLY WITH CITY OF KALAMAZOO WATER DEPARTMENT REQUIREMENTS

ADJUST (LOWER) TRAFFIC CONTROL MH TOP SEE SHT C3.0

ADJUST (LOWER) TRAFFIC CONTROL MH TOP SEE SHT C3.0

NOTE:
1. COORDINATE ALL WORK ON THE TRAFFIC CONTROL MANHOLES WITH THE KALAMAZOO COUNTY ROAD COMMISSION. (RCC)
ALL WORK TO BE DONE IN ACCORDANCE TO RCC SPECIFICATIONS AND REQUIREMENTS.

2. ALL SIGNAL WORK IS REQUIRED TO BE PERFORMED BY MOST PREQUALIFIED CONTRACTORS APPROVED BY THE RCCC TRAFFIC ENGINEER.
3. A PRE-CONSTRUCTION MEETING HELD ON SITE WITH THE RCCC MUST BE DONE PRIOR TO COMMENCING ANY WORK ON THE TRAFFIC CONTROL MANHOLES.



380 East Michigan Avenue, Suite #415
Kalamazoo, Michigan 49007
Phone (269) 381-3587
Fax (269) 381-2944
Landscape Architecture
Urban Planning
Parks & Recreation
Campus & Institutional Planning
Camp Planning & Design

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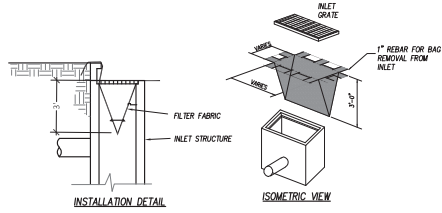
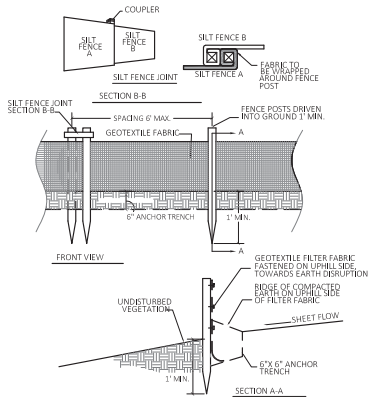
Issued For:	Date
ISSUED FOR BID	JUNE 17, 2019
RCC SUBMITTAL	8-16-2019
RCC SUBMITTAL	9-10-2019
BULLETIN No.1	9-11-2019

Project:
Oaktemo Village Corner Plaza

**6520 Stadium Drive
Oaktemo Township, MI 49009**

Layout Plan





EROSION CONTROL REQUIREMENTS:

1. ALL CONSTRUCTION SHALL COMPLY WITH THE SOIL EROSION AND SEDIMENTATION CONTROL ACT (P.A. 347 OF 1972, AS AMENDED) AS ADMINISTERED BY OSGEMO TOWNSHIP AND KALAMAZOO COUNTY. THE FOLLOWING EROSION CONTROL DEVICES ARE REFERENCED IN THE STANDARD EROSION CONTROL HANDBOOK PUBLISHED BY THE MICHIGAN DEPARTMENT OF TRANSPORTATION, (MDOT DRAWING R-96-D, 3-20-2003).
2. ALL TEMPORARY EROSION CONTROL DEVICES SHALL BE REMOVED AT THE END OF CONSTRUCTION. TEMPORARY EROSION CONTROL DEVICES SHOULD BE IN PLACE PRIOR TO EXCAVATION, TO THE EXTENT POSSIBLE.
3. TOTAL AREA OF EARTH CHANGE = 16,920 SQ.FT. (0.39 ACRES)
4. INLET FILTER DROP PROTECTION SHALL BE CLEANED AFTER EACH RAINFALL EVENT.
5. SEED AND MULCH ALL DISTURBED AREAS WHERE NOTED ON LANDSCAPE PLAN SHEET LL10.
6. REFER TO LANDSCAPE PLAN SHEET LL10 FOR PLANT BEDS AND SPECIFIED PLANT MATERIAL.
7. THE CONTRACTOR IS RESPONSIBLE FOR SWEEEPINGS OF TRACKED MATERIALS ON ALL PUBLIC ROADWAYS.

KEY	DESCRIPTION	TEMPORARY/ PERMANENT	DETAIL
◆	PERMANENT SEEDING	P	
◆	GEOTEXTILE SILT FENCE	T	1/C3.0
◆	INLET PROTECTION FABRIC DROP	T	2/C3.0

GRADING NOTES:

1. SURVEY PROVIDED BY PREH & NEWHO 1707 SOUTH PARK STREET SUITE 200, KALAMAZOO MI 49001
PH: 269-972-1158
2. VERIFY LOCATIONS OF ALL BELOW GRADE UTILITIES PRIOR TO BEGINNING WORK. 72 HOURS BEFORE YOU DIG CALL "MISS DIG" AT 1-800-482-7171.
3. ALL NEW PAVEMENTS AND TURF AREAS ARE INTENDED TO DRAIN FREELY WITH NO PONDING. IF THIS CANNOT BE ACHIEVED USING THE PROPOSED GRADES, NOTIFY THE OWNER'S REPRESENTATIVE IMMEDIATELY FOR RESOLUTION.
4. **CONCRETE WALK:**
LONGITUDINAL SLOPE IS NOT TO EXCEED 5% MAXIMUM
CROSS SLOPE IS TO BE AT 1% MINIMUM, 2% MAXIMUM.

GENERAL EARTHWORK NOTE:

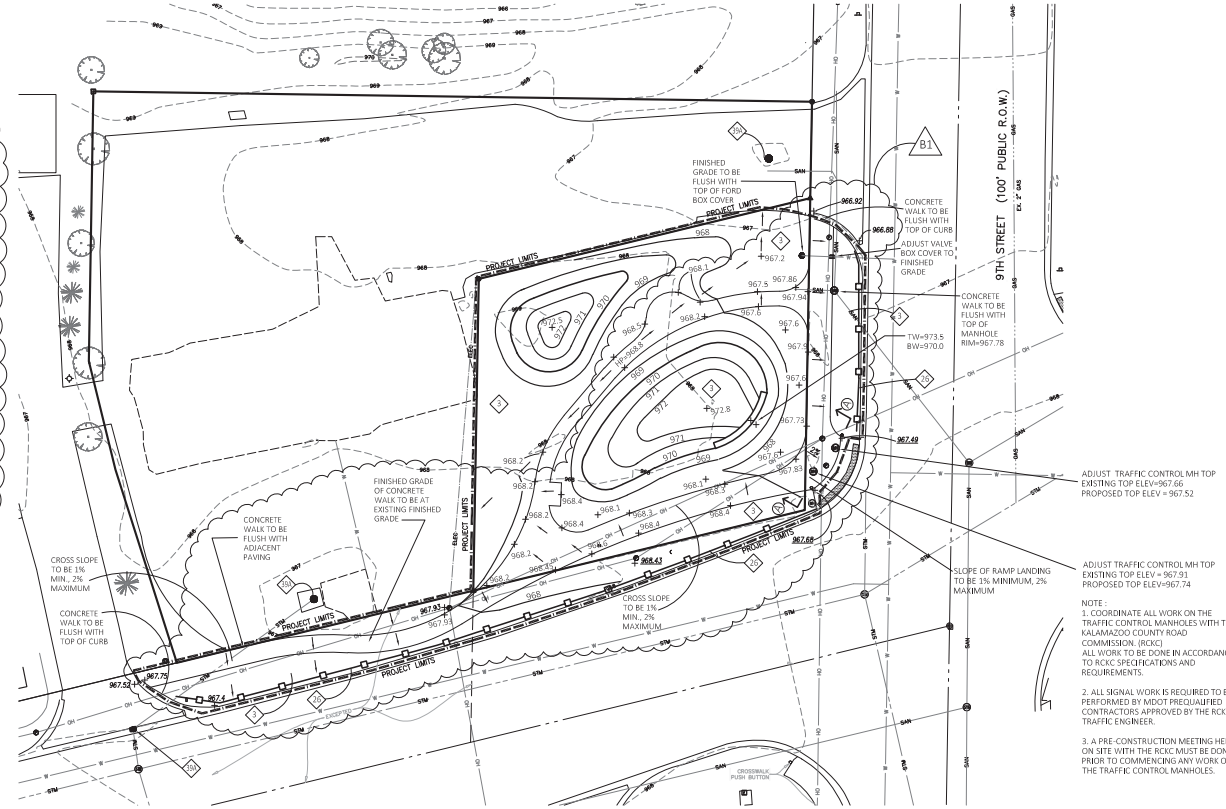
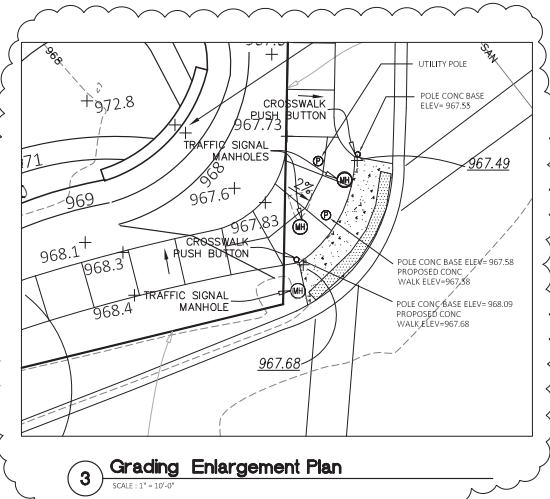
CUTS AND FILLS AT THIS SITE MAY OR MAY NOT BALANCE. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE REQUIRED EARTHWORK VOLUMES BASED ON THE GRADING PLAN SHOWING.
IF FILL IS REQUIRED, THE CONTRACTOR SHALL INCLUDE THE REQUIRED VOLUMES OF SUITABLE, IMPORTED FILL IN THE BASE BID PROPOSAL.
NO CONTRACT COST ADJUSTMENTS WILL BE CONSIDERED FOR EARTHWORK REQUIRED TO BALANCE THE SITE. ALL EXCESS OR UNSUITABLE SOILS TO BE HAULED OFF SITE PRIOR TO PROJECT COMPLETION.

PROPOSED FEATURES LEGEND:

SYMBOL	DESCRIPTION
916	EXISTING CONTOURS
916.5X	EXISTING SPOT ELEVATIONS
916.8X	EXISTING SPOT ELEVATIONS TO REMAIN
916	PROPOSED CONTOURS
919.5+	PROPOSED SPOT ELEVATIONS
2%	DIRECTION AND PERCENTAGE OF SLOPE
○	SILT FENCE SEE DETAIL 1/C3.0
■	EROSION BLANKET
---	PROJECT LIMITS

CONSTRUCTION SCHEDULE

	AUGUST 2019	SEPTEMBER	OCTOBER
INSTALL SESC MEASURES			
DEMOLITION AND GRADING			
MASONRY AND ELECTRICAL			
PAVING			
IRRIGATION AND RESTORATION			



HARD COPY IS INTENDED TO BE 24" X36" WHEN PLOTTED.
SCALE(S) INDICATED AND GRAPHIC QUALITY MAY NOT BE ACCURATE FOR ANY OTHER SIZES.

Issued For: _____ Date _____
ISSUED FOR BID JUNE 17, 2019
RCKC SUBMITTAL 8-16-2019
RCKC SUBMITTAL 9-10-2019
BULLETIN No.1 9-11-2019

Project:
Ocemo Village Corner Plaza

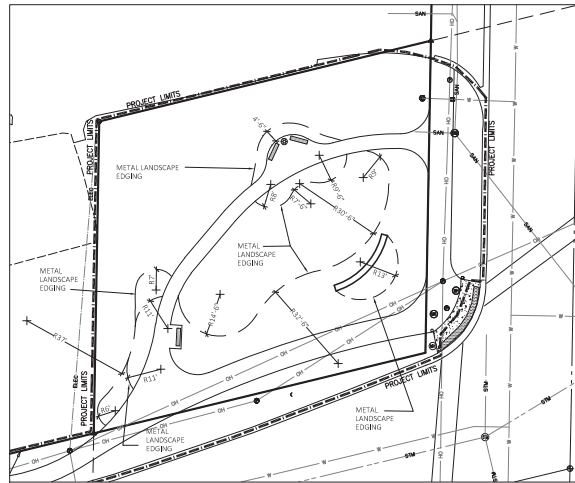
6520 Stadium Drive
Ocemo Township, MI 49008

Sheet Title
Grading and SESC Plan

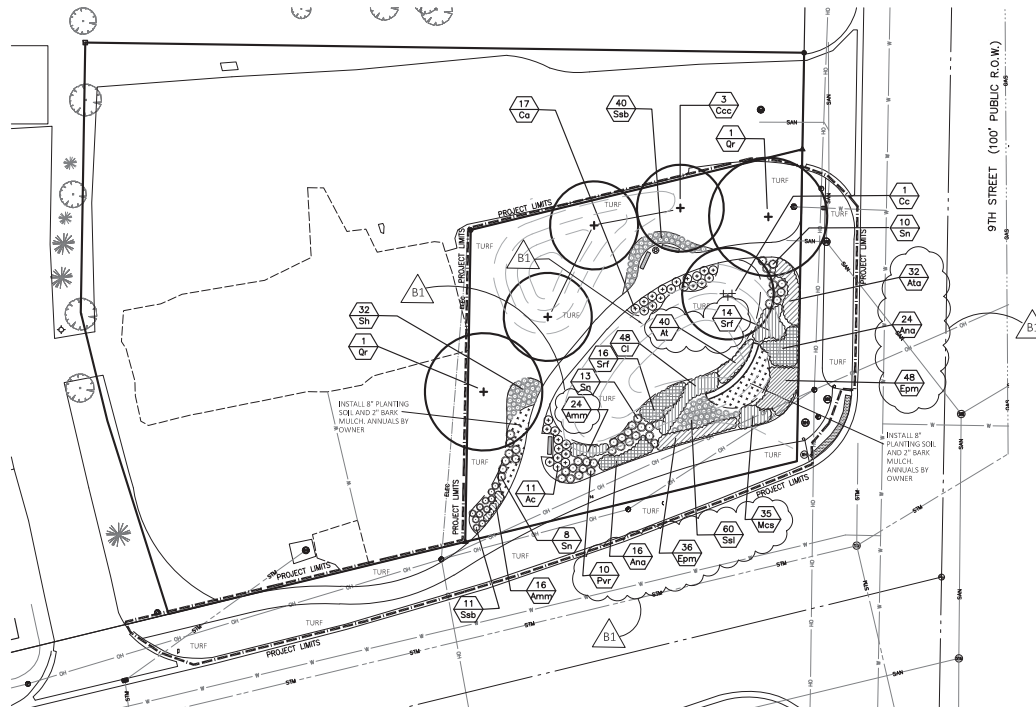


PLANT LIST:

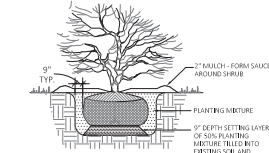
	SYM.	BOTANICAL NAME	COMMON NAME	SIZE	ROOT	COM.
DECIDUOUS TREES	Cc	Cercis canadensis	Eastern Redbud	6-7" Ht.	B&B	Multi-Stem
	Ccc	Crataegus x ruscus 'gallii' 'Crusader'	Crusader Thornless Hawthorn	2.5" Cal.	B&B	
	Qr	Quercus rubra	Red Oak		B&B	
SHRUBS	Ac	Amorpha canescens	Lead Plant	15"	Cont.	3' O.C.
	Ca	Ceanothus americanus	New Jersey Tea	18"	Cont.	3' O.C.
PERENNIALS, GROUND COVERS	Am	Achillea millefolium 'Moonshine'	Moonshine Yarrow	1 Gal.	Cont.	18" O.C.
	Ana	Asclepias tuberosa	New England aster	1 Gal.	Cont.	30" O.C.
	At	Asclepias tuberosa	Butterfly Milkweed	1 Gal.	Cont.	24" O.C.
	Ala	Artemisia latifolia	Blue Star	1 Gal.	Cont.	24" O.C.
	Cl	Carex laxifolia	Lanceleaf Tickseed	1 Gal.	Cont.	18" O.C.
	Epm	Echinacea 'Pose Meadowrite'	Pose Meadowrite Coneflower	1 Gal.	Cont.	24" O.C.
	Mcs	Morone 'Cambridge Scarlet'	Cambridge Scarlet Tree Balm	1 Gal.	Cont.	18" O.C.
Sf	Solidago rugosa 'Fireworks'	Fireworks Goldenrod	1 Gal.	Cont.	3' O.C.	
GRASSES	Pvr	Panicum virgatum 'Rostrathausch'	Red Switch Grass	2 Gal.	Cont.	30" O.C.
	Sh	Sporobolus heterolepis	Prairie Dropseed	1 Gal.	Cont.	2' O.C.
	Sn	Sorghastrum nutans	Indian Grass	2 Gal.	Cont.	3' O.C.
	Ssb	Schizachyrium scoparium 'Blue Heaven'	Blue Heaven Little Bluestem	1 Gal.	Cont.	2' O.C.
	Sa	Schizachyrium scoparium 'Little Arrow'	Little Arrow Bluestem	1 Gal.	Cont.	2' O.C.



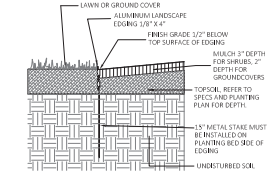
1 Metal Landscape Edging Layout Plan
SCALE: 1" = 20'-0"



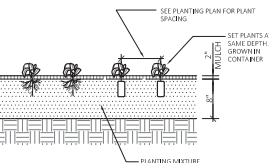
2 Landscape Plan
SCALE: 1" = 20'-0"



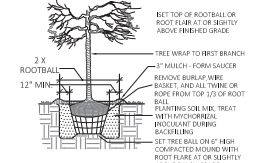
3 Shrub Planting Detail
NOT TO SCALE



4 Metal Edging Detail
NOT TO SCALE



5 Upright Groundcover Planting
NOT TO SCALE



6 Tree Planting Detail
NOT TO SCALE

PROPOSED FEATURES LEGEND:

SYMBOL	DESCRIPTION	DETAIL
(+)	DECIDUOUS TREE	6 / L1.0
(-)	SHRUB	3 / L1.0
(*)	ORNAMENTAL GRASSES	
[Grid Pattern]	GROUND COVER AND/OR PERENNIALS	5 / L1.0
[Dotted Pattern]	BED LINE / METAL EDGING	4 / L1.0
[Cross-hatch]	ANNUAL BEDS - CONTRACTOR TO INSTALL 1" PLANTING SOIL AND 2" BARK MULCH - ANNUALS BY OTHERS	
[Dashed Line]	PROPERTY LINE	
(6 Sn)	PLANT TAG - REFERS TO TYPE AND NUMBER OF PLANTINGS TO BE PROVIDED AND MAINTAINED BY CONTRACTOR.	

LANDSCAPE NOTES:

- SURVEY PROVIDED BY PREN & NEWHOFF 1707 SOUTH PARK STREET SUITE 200 KALAMAZOO MI 49001 PH: 269-372-1155
- CALL "MISS DIG" AND VERIFY ALL UNDERGROUND UTILITIES PRIOR TO BEGINNING WORK. 72 HOURS BEFORE YOU DIG CALL "MISS DIG" AT 1-800-482-7171. ANY UTILITIES DISTURBED BY CONSTRUCTION SHALL BE REPAIRED AT CONTRACTOR'S EXPENSE.
- ANY DISCREPANCIES BETWEEN THESE PLANS AND ACTUAL FIELD CONDITIONS SHOULD BE REPORTED TO THE CONSTRUCTION MANAGER IMMEDIATELY FOR RESOLUTION.
- IN AREAS OF NEW TURF PLACE 4" MINIMUM TOPSOIL, FINE GRADE & ESTABLISH TURF. ALL TURF AREAS ARE TO BE SOEDED. SEE SPECIFICATIONS.
- PLACE SHREDDED HARDWOOD MULCH TO A 3" DEPTH IN ALL TREE & SHRUB BEDS & TO A 2" DEPTH IN ALL GROUND COVER BEDS.
- REPAIR AND RESTORE ANY DAMAGE TO EXISTING TURF AREAS OUTSIDE OF PROJECT LIMITS. TOPRESS WITH TOPSOIL, FINE GRADE AND SEED TO ORIGINAL CONDITION.
- PROTECT ALL TREES AND EXISTING FEATURES TO REMAIN AS SPECIFIED.
- ALL TOPSOIL AND EXCESS FILL MATERIAL SHALL BE STOCKPILED ON SITE SEPARATELY FOR LATER RE-USE. LOCATE STOCKPILES IN AREAS AS DIRECTED BY CONSTRUCTION MANAGERS AND PROTECT FROM EFFECTS OF EROSION. REMOVE ALL EXCESS SOILS FROM SITE AT END OF CONSTRUCTION.
- ALL NURSERY STOCK SHALL BE TRUE TO TYPE AND NAME. ALL STOCK SHALL BE FIRST CLASS QUALITY WITH WELL DEVELOPED BRANCH SYSTEMS AND MICROSOIL HEALTHY ROOT SYSTEMS. ALL STOCK SHALL BE WELL FURRED AND THE TRUNKS OF TREES SHALL BE UNIFORM AND STRAIGHT.
- LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR IRRIGATION SCHEDULING FOR THE ENTIRE MAINTENANCE PERIOD UNLESS OTHERWISE NOTED.
- SEE IRRIGATION PLANS SHEET L1.1 FOR DETAILED IRRIGATION DESIGN.
- CONTRACTOR RESPONSIBLE TO LOCATE SITE LIGHTING AND ELECTRICAL SERVICES. CONTRACTOR RESPONSIBLE TO NOTIFY CONSTRUCTION MANAGER IF DAMAGE TO ELECTRICAL DISTRIBUTION OCCURS. SEE SHEET E1.0.
- UNLESS OTHERWISE SPECIFIED, ALL PERENNIALS, GRASSES AND GROUND COVERS SHALL BE GROWN IN THEIR CONTAINERS FOR ONE YEAR PRIOR TO INSTALLATION.



380 East Michigan Avenue, Suite #415
Kalamazoo, Michigan 49007
Phone (269) 381-3557
Fax (269) 381-2944

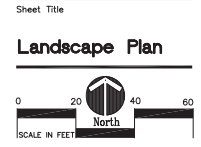
Landscape Architecture
Urban Planning
Parks & Recreation
Campus & Institutional Planning
Camp Planning & Design

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ISSUED FOR:	DATE
ISSUED FOR BID	JUNE 17, 2019
RCCM SUBMITTAL	8-16-2019
RCCM SUBMITTAL	9-10-2019
BULLETIN No.1	9-11-2019

Project:
Oaktono Village Corner Plaza

6520 Stadium Drive
Oaktono Township, MI 49009



Job No. **41801** Sheet No. **L1.0**

COLOR AND MATERIAL OPTIONS

POWDER COAT COLOR OPTIONS

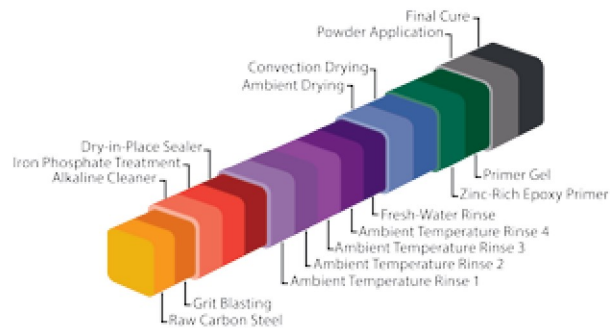
Most DuMor products are available in your choice of several color options in a super durable baked-on polyester powder finish.



Additional RAL colors are available at an extra cost—consult your local DuMor representative.

COATING METHOD

DuMor recognizes the importance of a high quality finish on our site furnishings. That's why we offer a state-of-the-art polyester powder finish on all metal components. Three key elements are essential to achieving an attractive, durable finish: proper surface preparation, proper application of the powder, and proper curing. All metal components offered by DuMor are coated using an exhaustive 16 step powder coat process.



WOOD



IPE

DOUGLAS FIR

DuMor has selected the highest grade woods available for use on our products. "C" & Better Douglas Fir and Ipe are offered as standard wood options. Douglas Fir will be delivered coated in a clear preservative. Due to its density and estimated longevity left uncoated, Ipe will be delivered in its natural state without preservative.

As a natural product of our environment, wood will weather when placed outdoors. Signs of weathering include splitting, checking, and changing color. These are not covered by DuMor's warranty. Wood colors will vary.

Please note that due to variations in photographic reproductions, natural wood grains and colors shown throughout may not be exact. Please contact your local DuMor representative for color and wood grain samples.

RECYCLED PLASTIC



WALNUT

CEDAR

GREY

REDWOOD

The high-density polyethylene raw material utilized in our recycled plastic furnishings is derived from post-consumer bottle waste resulting in a product that is over 90% recycled.

September 11, 2019



To: DDA Board

From: Julie Johnston, AICP
Planning Director

Re: Stadium Drive Nonmotorized Updates

The Stadium Drive nonmotorized project is progressing in a timely manner to meet an anticipated construction start of spring 2021. Prein and Newhof have the following updates:

- The location of the path from the edge of the road has been agreed upon by the Road Commission of Kalamazoo County for the required right-of-way permit.
- Based on this agreement, three new temporary easements have been added to the project to ensure that driveways are reconstructed properly.
- Transportation Alternative Program (TAP) funded projects follow the Michigan Department of Transportation (MDOT) letting schedule which will require the project grant application to be submitted by September 30th.
- Easement acquisition and design continues as the project moves towards construction.

Based on these updates, staff would recommend the DDA consider a motion to allow the Chair to sign any all required application documents of the TAP program for submittal to MDOT.



September 11, 2019

To: DDA Board

From: Julie Johnston, AICP
Planning Director

Re: Village Theme Development Plan Updates

The Village Theme Development Plan is on the Planning Commission's September 12th agenda. Staff anticipates having more information to share with the DDA after this discussion, which will be provided at the DDA's September 19th meeting.