



7275 W. Main Street
Kalamazoo, MI 49009

Capital Improvements Committee

VIRTUAL ZOOM MEETING

Tuesday, March 21, 2023

1:00 P.M.

Meeting Summary

1. Welcome/Call to Order:
Present: Clare Buszka, Zak Ford, Ken Hudok, Bernie Mein, Anna Horner, Zach Pearson, Jim Porter, Marc Elliott, Ryan Russell (P&N), Bill Ox (RCKC), Jacob Cate (RCKC)
2. Approval of January 17, 2023, Meeting Summary: Mein motioned to approve, Ford seconded. No opposition, summary accepted.
3. USDA Sewer Neighborhood Expansion Update:
 - a. Phase I Bid Opening March 9th: Reviewed bids and plan to award contract to Lounsbury. Bids received were very favorable pricing and Lounsbury is a local, qualified contractor and bid both contracts. Aiming for April Board meeting for contract approval to move forward with closing of bonds in May. Interest rates locked in thus won't be affected by the closing date. Total of both contracts is \$10,254,455. With just under \$12 million in bonding and construction cost lower than Engineer's Estimate will still need to cash fund some and pay ourselves back including engineering, admin, legal fees. Bernie asked how prices compare with original estimates? Staff provided initial estimates in 2017 were \$8.3M. Clarified contractor must completely pave a street before winter.
 - b. Phase II schedule: Permits, easements, and final design are underway. Given some infrastructure funding coming, Fleis affirmed fall is still optimal time to bid and in same way as phase 1, extending the contract completion addition year. There are five contracts, so could potentially have five contractors. Received approval from City of Kalamazoo on contracts A,B,C, and E, so can move forward with permitting on those while finalizing lift station designs for Contract D. Also met with RCKC to review their comments.
4. 2023 Local Road PAR Projects with RCKC:
For selecting PAR projects this year, due to contractor holding pricing for a few years for HMA, last year those prices were leveraged so more paving was done. That means for selecting PAR projects this year, many are chip seals as per policy of RCKC. Staff did discuss with RCKC on looking forward to coordinate roads in the neighborhoods that were getting sewer if not all roads would be reconstructed at the same time. RCKC will aim to complete adjacent roads the following year from sewer going in to not cause conflicts in work and contractors. Bill Oxx affirmed scope of work if sewer is complete in each neighborhood, they will mill and fill adjacent roads.
5. 2023 Local Sidewalk Projects:
Memo to the Board, bundled three projects from 2023 budget to get design complete and used qualification-based selection approach. Public Works staff reviewed evaluation criteria and internal review of proposals. Sent RFP to seven companies. Three of them did not submit due to capacity. Ultimately recommended Wightman to complete projects and Board approved. Design will be underway.
6. KRWWC/UPC Update (Marc Elliott)
KRWWC now working to move forward with new wastewater contract and negotiations. Broad outlines have been made with City's legal counsel. Expect work to be finalized this year. Executive Director sent Board memo re: Libby Heiny-Cogswell's impact with retiring. Marc will forward memo, since this necessitates replacing position with Libby no longer being an Elected Official after May 1, 2023.

The UPC's recommended rate consultant, Stantec, has been hired by the City to complete a review of rate changes for water system. The 20% rate increase began January 1, 2023. Separately, the UPC has ability to hire independent rate consultant to be paid from City utilities dept. for an as-needed basis. In this regard and at UPC's request, the City is proceeding with adding Mark Beauchamp as a qualified consultant for this purpose.

- Approved five-year capital improvement plan; Townships now requested to submit their own plan of local needs to integrate with overall plans by end of 2023. This is underway at Oshtemo with help from P&N.
- Exploring equity benefit fee. When new customers connects the fee would contribute a fair share for capital assets purchased by existing customers. Broadly supported idea and working to amend water services contract. Anna added the equity benefit fee will replace Oshtemo's water connection fee, payable to the city, so it is standardized across the system.
- UPC is considering affordability program. Endorsed \$250K available budget. It would subsidize bills for customers who cannot afford these rates.

7. Director's Updates

- a. KATS Technical Committee update: New census data coming and impacts Oshtemo through KATS, local Metropolitan Planning Organization (MPO) and how they receive funding. A big change for Oshtemo as the official definition for urban boundary is now based more on housing density instead of population density. Kalamazoo lost some suburban areas, so amount received in STP funding from KATS, and then how RCKC divide PAR funds, will be impacted.
- b. Master Plan (MP) Public Works Items: Public Works MP goals provided for review. Exciting and much needed updates from growth experienced. For future proposed roads, looking where growth will occur further west. Ken asked if helpful to show status to the public of upcoming work and relate to infrastructure plan as a metric, to show benefit it provides. Anna agrees this could be a good tool. For communication, need to explain what we're doing and the benefit. Approved positions for GIS and Communications persons could help these efforts. MP goal planning can steer direction for the next two to three decades.
- c. 2023 Capital Projects:
 - i. Big Rock Drive project is now being led by the City because of new water contract. Work will start in May or June. City received favorable bids and purchased water main in bulk last year due to long lead-times, so contractor is using and can be completed this year.
 - ii. Parkview Avenue is under construction. Private utility work has been underway the past two months and contractor beginning to remove trees and road work. Work is going to continue through August.
 - iii. KL Avenue Path: Met with design team last week. One property owner owns three properties in phase 1, working with them on easement plan, and would go to bid in July.

8. Member Comments and Information Items:

Ken asked if any upcoming projects for Spring, where CIC input would be valued or engage community for input. Anna replied as we move forward with AGVs kickoff, much will come from this work. Staff, CIC, and Board will give perspectives and priorities which becomes their work plan for next few years. Ken shared excitement to see sidewalk connections that will take place. Anna confirmed these are west side of 9th from Quail Run and will be constructed in 2024 with repairs to some existing sidewalks.

Adjournment: approximately 1:44 p.m.



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Meeting Agenda

1. Welcome/Call to Order/Introductions
2. Summary of January 17, 2023 Meeting
3. USDA Neighborhood Expansion Project update
 - a. Phase I bid opening March 9
 - b. Phase II schedule
4. 2023 Local Road PAR projects with RCKC
5. 2023 Local Sidewalk Projects
6. KRWWC/UPC Update
7. Director's Update
 - a. KATS Technical Committee
 - b. Master Plan – PWs items
 - c. 2023 Capital Projects
 - i. Big Rock Update
 - ii. Parkview Ave
 - iii. KL Ave Path
8. Member Comments & Information Items