

**WASHTENAW COUNTY ROAD COMMISSION**  
**Bi-Monthly Meeting of the Board of County Road Commissioners**

**August 15, 2017 – 1:00 p.m.**

Washtenaw County Road Commission Boardroom ♦ 555 N. Zeeb Road ♦ Ann Arbor, Michigan 48103

**AGENDA**

**I. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

**II. APPROVAL OF AGENDA**

**III. ACCEPTANCE OF MINUTES (Action)..... Page 1-10**

- A. Board Meeting Minutes of August 1, 2017
- B. Working Session Minutes of August 1, 2017

**IV. CITIZEN PARTICIPATION**

*This is the time set aside on the agenda to receive comments from the public. This is not intended to be a period for dialogue or questions and answers. Each person will be allotted (3) minutes to address the Board.*

- A. Public Comment
- B. Written Communications..... **Page 11- 21**

**V. NEW BUSINESS**

**A. Consent Agenda..... Page 22 - 67**

- 1. Media Relations Policy
- 2. Whitmore Lake High School Homecoming Parade – Road Closure
- 3. Chelsea Fair Parade – Road Closure
- 4. Geddes Road – Construction Engineering Inspection
- 5. Main Yard Facility Condition Assessment/Audit & Master Plan Update – Professional Services Contract
- 6. Speed Limit (TCO 2532) – Tuttle Hill Road
- 7. Henzie Road Culvert – Aluminum Box Culvert Fabrication Bid
- 8. Henzie Road Culvert – Final Plan
- 9. 2017 Second Quarter Budget Amendments
- 10. Payroll & Bills August 9, 2017

**B. Action Items**

- 1. Parcel 3, Textile Road Paving & Path Project – Right of Way Acquisition
- 2. Parcel 34, Textile Road Paving & Path Project – Right of Way Acquisition
- 3. Parcel 36, Textile Road Paving & Path Projects – Right of Way Acquisition

**VII. REPORTS..... Page 68 - 74**

- A. County Commissioner’s Report
- B. Road Commissioner’s Report
- C. Managing Director’s Report
  - 1. Staff Report of 7-24 to 8-6-17
  - 2. Michigan Transportation Fund Receipts

**VIII. EXECUTIVE SESSION**

**IX. ADJOURNMENT**

**WASHTENAW COUNTY BOARD OF ROAD COMMISSIONERS**  
555 North Zeeb Road, Ann Arbor, MI 48103  
*Minutes of August 1, 2017*

Board Present: Road Commissioners Douglas Fuller, Barbara Fuller, William McFarlane

Staff Present: R. Townsend, S. Siddall, J. Harmon, C. Ryan,

Others Present: J. Piatt, M. Anzaldi

The meeting was called to order at 1:00 p.m. by Douglas E. Fuller, Chair. The Pledge of Allegiance was recited.

**APPROVAL OF AGENDA**

RC17-297 B. Fuller moved, McFarlane seconded to approve the agenda as presented.  
Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**ACCEPTANCE OF THE MINUTES**

RC17-298 McFarlane moved, B. Fuller seconded, the Board hereby approves the Board Meeting Minutes of July 18, 2017 as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**CITIZEN PARTICIPATION**

Mr. John Piatt addressed the Board regarding ditching completed in front of his residence at 20624 Waterloo Road and stated he feels this ditch is unsafe. The Managing Director will contact Mr. Piatt to discuss his concerns further.

**WRITTEN COMMUNICATIONS**

- A. Issued on July 26, 2017. A Media Advisory was issued by Adam Lape, Superintendent of Maintenance, regarding the closure of US-12 between Moon Road/State Road and S. Industrial Drive on Friday, July 28<sup>th</sup> for a culvert replacement. A copy of this advisory was provided to the Board for review.
- B. Issued on July 25, 2017. A Media Advisory was issued by Kelly Jones, Senior Project Manager – Construction, regarding the reopening of Huron River Drive between Chalmers Drive and Hogback Road on Tuesday, July 25<sup>h</sup> with the completion of bridge repairs. A copy of this advisory was provided to the Board for review.
- C. Issued on July 20, 2017. A Media Advisory was issued by Ken Harris, Assistant Superintendent of Maintenance, regarding the reopening of Pleasant Lake Road between Parker Road and Zeeb Road in Lodi Township on Thursday, July 20<sup>th</sup> after completing a culvert replacement project. A copy of this advisory was provided to the Board for review.

- D. Issued on July 20, 2017. A Media Advisory was issued by Kelly Jones, Senior Project Manager – Construction, regarding the reopening of Scio Church Road on Thursday, July 20<sup>th</sup> and weight restrictions in effect as of Monday, July 24<sup>th</sup> due to temporary repairs on the culvert on Scio Church Road between Guenther Road and Steinbach Road in Lima Township. A copy of this advisory was provided to the Board for review.
- E. Issued on July 19, 2017. A Media Advisory was issued by Michael Bernbeck, Operations Engineer, regarding mill and resurfacing work on Merritt Road between Whittaker Road and Hitchingham Road in Ypsilanti Township on Friday, July 21<sup>st</sup>. A copy of this advisory was provided to the Board for review.
- F. Issued on July 18, 2017. A Media Advisory was issued by Michael Bernbeck, Operations Engineer, regarding the temporary closure of Scio Church Road between Guenther Road and Steinbach Road in Freedom Township on Thursday, July 20<sup>th</sup>, for a culvert replacement. A copy of this advisory was provided to the Board for review.

## **CONSENT AGENDA**

The items approved on the Consent Agenda are as follows:

- RC17-299 B. Fuller moved, McFarlane seconded the approval of the Consent Agenda for August 1, 2017 as presented. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

### **Capital Equipment Purchase - Gradall**

- RC17-300 B. Fuller moved, McFarlane seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the purchase from AIS Construction Equipment of one new Gradall XL4100 6x4 Hydraulic Excavator for the total price of \$392,809.00 through the National Joint Powers Alliance purchased program (NJPA Contract #031014-GRD). Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

### **I-94 WB Entrance Ramp from Michigan Avenue – HMA Resurfacing**

- RC17-301 B. Fuller moved, McFarlane seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby accepts the qualified low bid for HMA Resurfacing on the I-94 WB Entrance Ramp from Michigan Avenue as submitted by Cadillac Asphalt at a cost of \$82,100.00 to be funded by the Michigan Department of Transportation. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**2017 Special Pavement Marking Bids**

RC17-302 B. Fuller moved, McFarlane seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby accepts the unit prices contained within the qualified alternate bid for the 2017 Pavement Marking Program for the Special Pavement Marking bid from P.K. Contracting, Inc., 1965 Barrett Road, Troy, MI 48084, as submitted on March 14, 2017. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**2017 Preventative Maintenance HMA Overlay Program – MDOT Contract 17-5329**

RC17-303 B. Fuller moved, McFarlane seconded that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board approves the MDOT Agreement (Contract No. 17-5329) and authorizes the Chair and Managing Director to sign said agreement for 16.41 miles of HMA preventative maintenance work on various road segments throughout Washtenaw County. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**Payroll & Bills for July 26, 2017**

RC17-304 B. Fuller moved, McFarlane seconded that the Board hereby approves Voucher 10256 totaling \$304,833.48 for payroll on July 26, 2017, and Voucher 10257 totaling \$1,853,581.64 in payment of bills for July 26, 2017. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

**REPORTS****ROAD COMMISSIONER REPORTS****Commissioner Bill McFarlane**

Commissioner McFarlane will attend the Board of Commissioners Meeting on Thursday, August 3rd where Roy Townsend, Managing Director, will be giving a presentation on the County Wide Millage projects.

Commissioner McFarlane complimented Mike Bernbeck for a very good job in keeping everyone updated on WCRC projects he is overseeing this summer.

**Commissioner Barb Fuller**

- July 11 Parks and Recreation Special Meeting regarding recruitment for the Parks and Recreation Director. Commissioner Fuller stated that this position will be posted internally to the County first and Commissioners are at liberty to circulate this posting to people of their choosing. This position will not be posted nationally.
- July 12 Executive Session at WCRC.
- July 25 Parks and Recreation Working Session regarding recruitment for the Parks and Recreation Director.



### **Commissioner Doug Fuller**

Commissioner Doug Fuller attended the MCRCSIP Meeting last week. The current MCRCSIP Board Chair was re-appointed to another term. The refund to the paid members of the MCRCSIP pool was increased by \$2 million for this year for a total of \$10 million. Commissioner Doug Fuller complimented the Road Commission crews for the outstanding work they are doing with the heavy construction season.

## **MANAGING DIRECTOR'S REPORT**

### **STAFF REPORT – 7-10 to 7-23-17 – Operations Report**

- Jennings Road – a total of 12,150 tons of limestone will be completed on Jennings Road today. Some mailboxes will be relocated on Jennings Road for more convenient access.
- Stone Haul has begun for projects in Saline Township.
- Drainage Improvements – are ongoing in Pittsfield Township. Drainage work is heavily underway in District 6 which will be followed by considerable limestone applications.
- NE Service Center – Jim Harmon provided an update on the construction of the Northeast Service Center.
- Pleasant Lake & Alber Road Culvert– this project is complete.
- Currie Road – This project will be substantially complete by the end of the day today. Crews will then move to Hack Road for a small culvert replacement.
- Chip Seal Program – the final week of the chip seal program will be next week.
- Cherry Hill Culvert Replacement – Will take place the week of Aug. 14<sup>th</sup>.
- Weber Road Culvert - work for this project will begin the week of August 21st. This project should be completed by the second week in September.
- Currie Road at Five Mile Road Culvert – we are waiting for the box culvert to arrive.

### **Sheryl Siddall, Director of Engineering – Engineering Report**

- Preventative maintenance – Huron River Drive is now open. Work is continuing at Superior Road.
- Shield Road – work continues on the abutments.
- Ridge Road – driving pile has started.
- Scio Church/Wagner Road Roundabout – intersection should be open this week.
- Jackson Road – signal work is ongoing through the month of August.
- Jackson Road - concrete repairs will begin in August.
- Clinton Road – the contractor is coming in this Friday to install the centerline corrugations.
- Guardrail Project – the contractor will begin 11 locations of county wide guardrail work.
- The bid opening for the Hot Mix Asphalt Program is this Friday and is in excess of \$3 million dollars.
- Geddes Road Culvert – DTE is on site to relocate utilities which may take most of August.
- Textile Road Project – staff is in the process of reviewing final plans for this project.
- Harris Road Project – plans are well underway.
- Baker Road Roundabout – WCRC is working with the City of Dexter on this project.
- Cavanaugh Lake Bridge – the design kickoff meeting has taken place.

**Michigan Transportation Fund Receipts (MTF)**

Roy Townsend, Managing Director, reported that there was a 30% increase in the June MT as compared to 2016.

**ADJOURNMENT**

RC17-305 McFarlane moved, B. Fuller seconded to adjourn the August 1, 2017 meeting at 1:39 p.m. Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0  
Motion Carried.

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Douglas E. Fuller, Chair

\_\_\_\_\_  
Roy D. Townsend, Deputy Clerk

Minutes Approved: \_\_\_\_\_

DRAFT

**WASHTENAW COUNTY BOARD OF ROAD COMMISSIONERS  
WORKING SESSION MINUTES OF  
August 1, 2017**

**Present:** Road Commissioners Douglas E. Fuller, Barbara Fuller, William McFarlane

**Staff Present:** R. Townsend, S. Siddall, J. Harmon, A. Squire, C. Ryan

**Others Present:** K. Judge

**IT Security Discussion – Kristen Judge**

Kristen Judge provided a National Cyber Security Alliance presentation. Ms. Judge stated that Cybersecurity is not an IT issue, it is a risk management issue. Everyone has a role to play in Cybersecurity. Ms. Judge stated that security has to start from the company leadership. There should be a backup plan if the computer system was hacked with no computer access. Ms. Judge stated that you should not rely on just electronic communication. Business email compromise is one of the biggest Cybersecurity threats. Ms. Judge emphasized the importance of having Two Factor Authentication in place. There should be a system to identify what data, technology, etc we have to protect which should be done on an inventory sheet. Ms. Judge stated that it is important to determine what systems are in place that are detecting when there is a problem/threat. Ms. Judge suggested the IT Department having quarterly meetings with leadership to review security and updates where needed. There should be an inventory list and who has administrative access. Ms. Judge stated that not everyone should have administrative access. Ms. Judge also stated that passwords do not work very well and suggested the Road Commission look into utilizing a device that is plugged into the usb drive taking the place of a password. A whole sentence replaces the password. Ms. Judge also emphasized the importance of system backups. Ms. Judge provided a review of LockDownYourLogin.Org and suggested that staff use this for work and home security. Ms. Judge also suggested having occasional meetings with all employees on a regular basis to discuss security.

**2017 SECOND QUARTER BUDGET REVIEW**

**REVENUE**

**Michigan Transportation Fund Receipts (MTF)**

The MTF revenues for the first five months are approximately 29 percent higher than last year.

**Federal/State Funds**

Federal/State revenue represents primarily a continuation of carryover projects including Plymouth signal interconnect, 2016 preventative maintenance and other carryover projects. New projects include the Dixboro Path, Huron River Drive Bridge, Superior Road Bridge and 2017 crack sealing.

**State Trunkline Maintenance**

The State Trunkline Maintenance revenues reflect actual expenditures and are \$150,000 lower than last year.

**TOWNSHIP CONTRIBUTIONS**

Reimbursements have been received from the first round of culvert invoices, and Ypsilanti Township for bond reimbursements. The initial group of township billings has been prepared and submitted.

**OTHER CONTRIBUTIONS**

A contribution was received from University of Michigan for work on Dixboro Non-motorized Trail. \$36,000 was received from Washtenaw County for the new generator at the Manchester Yard. The initial invoice for the county millage was submitted and payment was received.

**Miscellaneous Income**

The first quarter interest was posted. The other income primarily represents money collected for permit and subdivision projects as proceeds from the equipment auction.

**EXPENDITURES**

Roy Townsend, Managing Director, provided a review of department expenditures.

**REIMBURSABLE ROAD PROJECTS/CAPITAL IMPROVEMENTS/STATE TRUNKLINE EXPENDITURES**

Most of the expenditures in this department will take place during the construction season.

**2017 FEDERAL/STATE AID PROJECTS**

Sheryl Siddall, Director of Engineering, provided a review of 2017 Federal/State Aid Projects.

**2017 NON FEDERAL/STATE AID PROJECTS**

Sheryl Siddall, Director of Engineering, provided a review of the 2017 Non Federal/State Aid Projects.

**RECOMMENDED BUDGET AMENDMENTS**

Adjustments were made to various federal and non-federal aid projects.

**State Trunkline Adjustments**

The State of Michigan has provided several Transportation Work Authorizations (TWAs) for specific work on the trunklines. Therefore, trunkline revenues should be increased by \$164,000. The Reimbursable Road Project Contractual Services should be increased by \$84,000.

**Various Capital Outlay Improvements**

Jim Harmon, Director of Operations, provided a review of the purchase of a new Gradall to replace the one that was damaged earlier this year.

The Road Commission has secured the services of Hobbs and Black to prepare a site plan analysis for the Zeeb Road yard. Therefore, the Reimbursable Road Projects, Capital Outlay: Land Improvements line item should be increased by \$30,000.

**Michigan Transportation Funds (MTF)**

Due to a better than anticipated trend through the first 5 months, the MTF revenues should be increased by \$600,000.

**Various Adjustments**

The Road Commission has increasingly utilized rental equipment. Therefore the Reimbursable Road Project, Capital Improvements Equipment Rental – Non-Road needs to be increased by \$41,000.

The Tyler Dam Drain was completed in 2017. The Reimbursable Road Project, Capital Improvements County Drain Assessment need to be increased by \$125,000.

The Catholic Church Horseshoe Lake Drain was completed in 2017. Therefore, the Reimbursable Road Project, Capital Improvements County Drain Assessment need to be increased by \$35,000.

**Workers Compensation discount and Other Post-Employment Benefit (OPEB) contribution.**

Due to a favorable workers compensation period, the Road Commission is receiving a discount for our annual premium costs. A portion of the reduced costs will be added to the annual pension payments. The Non-Departmental Workers Compensation line item should be reduced by \$35,000 and a Non-Departmental Retirement line item should be increased by \$35,000.

**2015 State Trunkline Audit Adjustment**

The 2015 state trunkline audit was completed and the adjustment of \$344,000 should be added to trunkline maintenance revenues. It is anticipated there will be a significant trunkline audit equipment adjustment going forward. Staff is recommending establishing an assignment of fund balance dedicated to equipment. The amount of the equipment adjustment for the 2015 trunkline audit was \$263,244.00.

## **BUDGET REVISIONS**

Roy Townsend, Managing Director, provided a review of Budget revisions. We have added \$4 million in new revenue.

## **2018 FEDERAL/STATE AID PROJECTS**

Sheryl Siddall, Director of Engineering, provided a review of the 2018 Federal/State Aid Projects.

## **2018 NON FEDERAL/STATE AID PROJECTS**

Roy Townsend, Managing Director and Sheryl Siddall, Director of Engineering, provided a review of the 2018 Non Federal/State Aid projects.

## **Media Relations Policy**

Roy Townsend, Managing Director, provided a review of the Media Relations Policy. This will be brought to the Board for approval at the next Board Meeting on August 15<sup>th</sup>.

## **Gradall Purchase**

Jim Harmon, Director of Operations, provided a review of the new Gradall Purchase.

## **MISCELLANEOUS DISCUSSION**

### **Boland Corridor**

Roy Townsend, Managing Director, stated that the Road Commission reached out to MDOT and Allen Philbrick, legal counsel had discussions with MDOT's attorney regarding MDOT's interest in acquiring a portion of the Boland Corridor. Mr. Townsend stated that MDOT is not interested in this section of the Boland Corridor. But County Parks is interested in acquiring this section or right of way south of the R.R. tracks.

### **WCRC Drone Purchase**

Roy Townsend stated that WCRC is investigating purchasing a drone for survey work. Mr. Townsend stated that you need to be licensed to fly a drone as an agency. Staff would have to be trained and licensed to fly a drone. Further information is being researched on this.

### **Bethel Church/Lima Center Drain**

Roy Townsend stated that survey information has been obtained for the Bethel Church/Lima Center Drain. An alternative was recommended to use 1,800 feet of pipe to take the water down the road rather than cross country. Jim Harmon, Director of Operations, stated that this will be taken to the Township Board for approval of an agreement with the Road Commission. The final cost estimate is \$157,400.

**ADJOURNMENT**

D. Fuller moved, McFarlane seconded to adjourn the August 1, 2017 Working Session at 12:43 p.m.  
Voice Vote: YEAS: 3 NAYS: 0 ABSENT: 0 ABSTAIN: 0 Motion Carried.

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Douglas E. Fuller, Chair  
Washtenaw County Board of Road Commissioners

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Barb Fuller, Vice-Chair  
Washtenaw County board of Road Commissioners

DRAFT

COMMISSIONERS  
DOUGLAS E. FULLER  
CHAIR  
BARBARA RYAN FULLER  
VICE-CHAIR  
WILLIAM McFARLANE  
MEMBER

**WASHTENAW COUNTY**  
**BOARD OF COUNTY ROAD COMMISSIONERS**  
555 NORTH ZEEB ROAD  
ANN ARBOR, MICHIGAN 48103  
WWW.WCROADS.ORG

ROY D. TOWNSEND, P.E.  
MANAGING DIRECTOR  
SHERYL SODERHOLM SIDDALL, P.E.  
DIRECTOR OF ENGINEERING  
COUNTY HIGHWAY ENGINEER  
JAMES D. HARMON, P.E.  
DIRECTOR OF OPERATIONS  
TELEPHONE (734) 761-1500  
FAX (734) 761-3737

**TO:** Washtenaw County Board of Road Commissioners  
**FROM:** Roy D. Townsend  
Managing Director  
**DATE:** August 15, 2017  
**SUBJECT:** **Written Communications for August 15, 2017 Board Meeting**

**WRITTEN COMMUNICATIONS**

- A. ISSUED: August 9, 2017. A Media Advisory was issued by Ken Harris, Assistant Superintendent of Maintenance, regarding the closure of Bemis Road between Keveling Drive and Platt Road in Pittsfield Township on Thursday, August 10<sup>th</sup> for chip sealing operations. A copy of this advisory is provided to the Board for review.
- B. RECEIVED: August 9, 2017. An email correspondence was received from Emma Jackson thanking Mark McCulloch, Sr. Project Manager, Project Development, for the timely information on the Scio Church/Wagner Road Roundabout project. A copy of this correspondence is provided to the Board for review.
- C. ISSUED: August 8, 2017. A Media Advisory was issued by Matt MacDonell, Assistant Director of Engineering, regarding the closure of Geddes Road between LeForge Road and Prospect Road in Superior Township on Monday, August 14<sup>th</sup>, to complete the gas relocation work in preparation for the Geddes Road improvement project. This advisory is provided to the Board for review.
- D. RECEIVED: August 7, 2017. An email correspondence was received from Patrick Shields, commenting on the very intuitive and easy to use new roundabout at Scio Church/Wagner Road. A copy of this correspondence is provided to the Board for review.
- E. RECEIVED: August 7, 2017. An email correspondence was received from Lew Kidder, complementing the Road Commission staff for a job well done on the Scio Church/Wagner Road Roundabout.
- F. ISSUED: August 3, 2017. A Media Advisory was issued by Mark McCulloch, Senior Project Manager, regarding the reopening of Scio Church Road and Wagner Road in Scio Township on Thursday, August 3<sup>rd</sup> after converting the intersection into a single-lane roundabout. A copy of this advisory was provided to the Board for review.
- G. ISSUED: August 2, 2017. A Media Advisory was issued by Ken Harris, Assistant Superintendent of Maintenance, regarding the reopening of Currie Road, Five Mile Road and Six Mile Road in Salem Township on Wednesday, August 1<sup>st</sup> after completing a culvert replacement project. A copy of this advisory is provided to the Board for review.



- H. ISSUED: August 2, 2017. A Media Advisory was issued by Matt MacDonell, Assistant Director of Engineering, regarding the closure of Six Mile Road between Main Street and Nollar Rod in Northfield Township on Monday, August 7<sup>th</sup>, to replace the culvert at the Horseshoe Lake Drain. A copy of this advisory is provided to the Board for review.
- I. ISSUED: August 1, 2017. A Public Meeting Notice was issued by Matt MacDonell, Assistant Director of Engineering, regarding a Public Meeting to be held on Tuesday, August 15<sup>th</sup> at 6:00 p.m. at Creekside Intermediate School, regarding the 2018 Baker Road Intersection Improvement Project. A copy of this notice is provided to the Board for review.

# MEDIA ADVISORY - ROAD CLOSURE

**WHEN:** Thursday, August 10, 2017

**WHERE:** Bemis Road between Keveling Dr and Platt Road in Pittsfield Township

**WHY:** Chip Sealing

**BACKGROUND:** On Thursday, August 10, 2017, the Washtenaw County Road Commission (WCRC) will close Bemis Road between Keveling Drive and Platt Road in Pittsfield Township to complete chip seal operations.

WCRC expects to close the road at 7:30 am and reopen the road by 3 pm on Thursday, August 10, 2017. The road will be closed to through traffic during operations, but access for local traffic will be maintained.

The Road Commission thanks you in advance for your patience during this road improvement project.

**CONTACT:** If you have any questions concerning this road closure, please contact Kenneth Harris, Assistant Superintendent of Maintenance, at (734) 327-6696, or via email at [harrisk@wcroads.org](mailto:harrisk@wcroads.org).

**ISSUE DATE:**

08/09/17

**From:** Emma Jackson [<mailto:ejackson@washtenawisd.org>]  
**Sent:** Wednesday, August 9, 2017 9:18 AM  
**To:** McCulloch, Mark  
**Subject:** Re: Updates from Scio / Wagner Roundabout – Washtenaw County Road Commission for 08/02/2017

Thanks Mark for providing us with timely and helpful information when the roundabout was being installed at the corner of Scio Church and Wagner. We are THRILLED with the results and the change has streamlined the traffic flow. Good job!  
Emma

Emma Jackson, Communications Specialist  
1819 S. Wagner Rd.  
Washtenaw ISD  
P.O. Box 1406  
Ann Arbor, MI 48106-1406  
[www.washtenawisd.org](http://www.washtenawisd.org)  
Follow WASHisd on Twitter and Facebook  
734/994-8100, ext. 1321

# MEDIA ADVISORY - ROAD CLOSURE

**WHEN:** Monday, August 14, 2017 until further notice

**WHERE:** Geddes Road between LeForge Road and Prospect Road in Superior Township

**WHY:** Geddes Road Improvements

**BACKGROUND:** On Monday, August 14, 2017, a contractor for DTE Gas will **CLOSE** Geddes Road between LeForge Road and Prospect Road in Superior Township in order to complete the gas relocation work in preparation for the Geddes Road improvement project. Once the DTE relocation is complete, the Washtenaw County Road Commission's contractor will complete the remaining portion of the Geddes Road project. The road will be closed to all traffic during construction.

Remaining work on Geddes Road includes replacing a concrete culvert on Geddes Road just east of LeForge Road. This work is scheduled to begin Monday August 21, 2017. WCRC expects the work to be complete in early October 2017. However, please be advised that due to weather conditions, all dates are tentative and subject to change.

The posted **DETOUR** for this closure is LeForge Road, Clark Road, and Prospect Road. Local traffic to and from adjacent properties located within the closed section of Geddes Road will be maintained. WCRC thanks you in advance for your patience.

To read more about this project and sign up for email updates visit: <http://www.wcroads.org/wcrc-project/geddes-road-3/>

**CONTACT:** Please contact Matt MacDonell, WCRC Assistant Director of Engineering, at (734) 327-6688 or [macdonellm@wcroads.org](mailto:macdonellm@wcroads.org) if you have questions or concerns in regards to the project.

**ISSUE DATE:** 08/08/17

**From:** Patrick Shields [<mailto:peshield@umich.edu>]

**Sent:** Monday, August 7, 2017 4:02 PM

**To:** Bryce Kelley

**Cc:** Lew Kidder; [g.schimmel@comcast.net](mailto:g.schimmel@comcast.net); Tim Monteith; Don Shepard; Jeff Hardcastle; Nancy Hedberg; David Read; Siddall, Sheryl; Jack Knowles

**Subject:** Re: August meeting cancelled

All:

I agree with Lew about the Scio Church/Wagner intersection roundabout. The design is very intuitive and so easy to use. Mark and Sheryl outdid themselves.

Patrick E. Shields, Director of External Relations  
426 Thompson Street, Ste. 6065 | Ann Arbor, MI 48104-2321  
t. 734-764-8369 | f. 734-763-0227 | [peshield@umich.edu](mailto:peshield@umich.edu)

**From:** Lew Kidder

**Sent:** Monday, August 7, 2017 3:43 PM

**To:** g.schimmel@comcast.net; Tim Monteith; Don Shepard; Jeff Hardcastle; Patrick Shields; Nancy Hedberg; David Read; Bryce Kelley (brycekelley.bk@gmail.com); Siddall, Sheryl; Jack Knowles

Hi all,

For those who haven't yet been to the Scio Church/Wagner intersection, the roundabout is open - and it's great!! Kudos to Mark McCulloch and Sheryl's entire department for a relatively painless experience

Best,

Lew

## **MEDIA ADVISORY - ROAD REOPENED**

**WHEN:** Thursday, August 3, 2017

**WHERE:** Intersection of Scio Church Rd & Wagner Rd in Scio Township

**WHY:** Roundabout open to traffic

**BACKGROUND:** On Thursday, August 3, 2017, the Washtenaw County Road Commission (WCRC) reopened the intersection of Scio Church Road and Wagner Road after converting the intersection into a single-lane roundabout.

The Washtenaw County Road Commission offers our sincere thanks to the area residents, motorists, postal services, emergency services and school districts who displayed a great deal of patience during the closure of Scio Church Rd & Wagner Rd.

**CONTACT:** If you have any questions concerning this project, please contact Mark McCulloch, Senior Project Manager, [mccullochm@wcroads.org](mailto:mccullochm@wcroads.org) or at (734) 327-6679.

**ISSUE DATE:** 08/03/2017

## **MEDIA ADVISORY - ROAD REOPENED**

**WHEN:** Wednesday, August 2, 2017

**WHERE:** Currie Road between Five Mile Road and Six Mile Road  
in Salem Township

**WHY:** Culvert Replacement Complete

**BACKGROUND:** On Wednesday, August 1, 2017, Washtenaw County Road Commission (WCRC) will reopen Currie Road Five Mile Road and Six Mile Road in Salem Township after completing a culvert replacement project. Final restoration will follow under flag control at a later time.

**CONTACT:** If you have any questions concerning this project, please contact Ken Harris, Assistant Superintendent of Maintenance, at (734) 327-6696, or via email at [harrisk@wcroads.org](mailto:harrisk@wcroads.org).

**ISSUE DATE:** 08/02/2017



# MEDIA ADVISORY - ROAD CLOSURE

**WHEN:** Monday, August 7, 2017 until further notice

**WHERE:** Six Mile Road between Main Street and Nollar Road in Northfield Township

**WHY:** Culvert Replacement at the Horseshoe Lake Drain

**BACKGROUND:** On Monday, August 7, 2017, the contractor for the Washtenaw County Water Resources Commissioner will **CLOSE** Six Mile Road between Main Street and Nollar Road in Northfield Township to replace the culvert at the Horseshoe Lake Drain.

The road will be closed to all traffic during construction. The Washtenaw County Road Commission expects the work to be complete in approximately three weeks. However, please be advised that all dates are tentative and subject to change due to weather conditions.

The posted **DETOUR** for this closure is Nollar Road, Seven Mile Road, and Main Street. Local traffic to and from adjacent properties located within the closed section of Six Mile Road will be maintained.

**CONTACT:** Please contact Matt MacDonell, WCRC Assistant Director of Engineering, at (734) 327-6688 or [macdonellm@wcroads.org](mailto:macdonellm@wcroads.org) if you have questions or concerns in regards to the project.

**ISSUE DATE:** 08/02/2017

# PUBLIC MEETING NOTICE

**WHAT:** Public Meeting Regarding the 2018 Baker Road Intersection Improvement Project

**WHEN:** Tuesday, August 15, 2017 at 6 pm

**WHERE:** Creekside Intermediate School, 2615 Baker Rd, Dexter, MI

**BACKGROUND:** The Washtenaw County Road Commission (WCRC), in cooperation with the City of Dexter, will hold a public meeting on Tuesday August 15, 2017 at 6 pm at Creekside Intermediate School regarding improvements to the intersections of Baker Road/Dan Hoey and Baker Road/Shield Road in the City of Dexter and Scio Township scheduled for 2018.

The meeting will be an open house format. At the public meeting, citizens and other interested parties will have an opportunity to learn more information about the project, detour routes and speak with WCRC representatives.

WCRC and the City of Dexter have received federal Congestion Mitigation and Air Quality (CMAQ) funding which will cover the cost to convert the intersections of Baker Rd/Dan Hoey Rd and Baker Rd/Shield Rd into two single-lane roundabouts. Construction will begin in June of 2018 and be completed prior to the start of the 2018-19 school year.

**CONTACT:** If you have any questions concerning this project, please contact Matt MacDonell at [macdonellm@wcroads.org](mailto:macdonellm@wcroads.org) or (734) 327-6688.

The Washtenaw County Road Commission will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes or printed material being considered at the meeting, to individuals with disabilities at the Public Information Meeting/Hearing upon 7-business days notice to the Washtenaw County Road Commission. Individuals with disabilities requiring auxiliary aids or services should contact Carrie Ryan, Administrative Secretary, by phone 734-327-6674, by email [ryanc@wcroads.org](mailto:ryanc@wcroads.org), by fax 734-761-3737 or by mail at WCRC, 555 N. Zeeb Road, Ann Arbor, MI 48103.

**ISSUE DATE:** 08/01/2017

COMMISSIONERS  
DOUGLAS E. FULLER  
CHAIR  
BARBARA RYAN FULLER  
VICE-CHAIR  
WILLIAM MCFARLANE  
MEMBER

**WASHTENAW COUNTY**  
**BOARD OF COUNTY ROAD COMMISSIONERS**  
555 NORTH ZEEB ROAD  
ANN ARBOR, MICHIGAN 48103  
[WWW.WCROADS.ORG](http://WWW.WCROADS.ORG)

ROY D. TOWNSEND, P.E.  
MANAGING DIRECTOR  
SHERYL SODERHOLM SIDDALL, P.E.  
DIRECTOR OF ENGINEERING/  
COUNTY HIGHWAY ENGINEER  
JAMES D. HARMON, P.E.  
DIRECTOR OF OPERATIONS  
TELEPHONE (734) 761-1500  
FAX (734) 761-3737

**MEMO TO:** Washtenaw County Board of Road Commissioners  
**THROUGH:** Roy D. Townsend, P.E.  
Managing Director  
**DATE:** August 15, 2017  
**SUBJECT:** **NEW BUSINESS ITEMS FOR AUGUST 15, 2017 BOARD MEETING**

**A. CONSENT ITEMS**

**1. Media Relations Policy**

To assure that the Washtenaw County Road Commission has guidelines for ensuring that all communication with the media is consistent, well-informed and appropriate, the Communications Coordinator is proposing a Media Relations Policy to outline a procedure for handling press outreach and opportunities.

**PROPOSED MOTION:** that upon the recommendation of the Communications Coordinator, and the concurrence of the Managing Director, the Board hereby approves the attached Media Relations policy.

**2. Whitmore Lake High School Homecoming Parade – Road Closure**

Staff is requesting the Board to approve the closure of Main Street for the Whitmore Lake High School Homecoming Parade on Friday September 22, 2017. The Whitmore Lake Area Schools annually hosts the Whitmore Lake High School Homecoming Parade with the consent and authorization from Northfield Township. Additionally and pursuant to Michigan law (MCL §247.323), the Board of Road Commissioners must authorize the closure of roads under its jurisdiction for special events such as the Homecoming Parade. Area residents and motorists will be temporarily impacted during the road closures. The Northfield Public Safety Department shall be engaged to provide additional traffic control services.

**PROPOSED MOTION:** that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby approves the closure of the following road on Friday, September 22, 2017, for the Whitmore Lake High School Homecoming Parade from 3:45 p.m. – 5:45 p.m.:

- Main Street from Barker Road to Seven Mile Road

### **3. Chelsea Fair Parade – Road Closure**

Staff is requesting the Board to approve the road closure for the Annual Chelsea Fair Parade and Run for Rolls footrace on August 26, 2017. The Chelsea Area Fire Authority annually hosts the Chelsea Fair Parade with the consent and authorization from the City of Chelsea. Additionally and pursuant to Michigan law (MCL §247.323), the Board of County Road Commissioners must authorize the closure of roads under its jurisdiction for special events such as the Chelsea Fair Parade. Area residents and motorists will be temporarily impacted during the road closure. The City of Chelsea Police Department shall be engaged to provide additional traffic control services.

**PROPOSED MOTION:** that upon the recommendation of the Director of Engineering and the concurrence of the Managing Director, the Board hereby approves the closure of the following road on Saturday, August 26, 2017 for the Annual Chelsea Fair Parade:

- Old US-12 from M-52 to Old Manchester Road - 12:15 p.m. to 3:00 p.m.

### **4. Geddes Road – Construction Engineering Inspection**

Staff is requesting the Board authorize the Managing Director to sign a Purchase Order to FTC&H for the construction engineering inspection of the Geddes Road project between LeForge Road and Prospect Road. The scope of work consists of replacing the existing structure over the Snidecar Drain with a concrete box culvert, reconstructing the approaches at the new box culvert, installation of guardrail and centerline rumble strips from LeForge Road to Prospect Road. The project has been delayed because DTE Gas failed to relocate the existing 24" gas main on the south side of Geddes Road prior to the July 5, 2017 start date listed on the project schedule. DTE Gas began the relocation work this spring, however was stopped due to the fact DTE Gas did not secure MDEQ & WCWRC permits for their work. DTE Gas has resumed the relocation work and the WCRC Contractor anticipates an August 21, 2017 start date. The original project schedule would have allowed WCRC staff to perform the inspection work. However with the delay, WCRC does not have any staff availability as inspectors are assigned to other projects.

**PROPOSED MOTION:** that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby authorizes the Managing Director to sign a Purchase Order to FTC&H for the construction engineering inspection of the Geddes Road project between LeForge Road and Prospect Road located in Superior Township at a cost not to exceed \$41,800.

**5. Main Yard Facility Condition Assessment/Audit & Master Plan Update – Professional Services Contract**

Staff is requesting the Board to approve and authorize the Managing Director to sign a contract for professional services with Hobbs + Black Architects to perform a facility condition assessment/audit and master plan update for the WCRC Main Yard at an hourly cost not to exceed \$28,900, such work more thoroughly described in the attached proposal from Hobbs + Black Architects dated July 27, 2017.

**PROPOSED MOTION:** that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby authorizes the Managing Director to sign a professional services contract with Hobbs + Black Architects for a facility condition assessment/audit and master plan update for the Main Yard at a hourly cost not to exceed \$28,900.

**6. Speed Limit (TCO 2532) – Tuttle Hill Road**

Staff is requesting the Board to approve the following Traffic Control Order (TCO). This TCO establishes a speed limit of 45 mph on Tuttle Hill Road from Textile Road to Indigo Lane. There is no current TCO for this segment. The request to evaluate the speed limit on Tuttle Hill Road came through the Township and study results have been provided to the Township. The Road Commission follows state law, under Chapter VI of Act No. 300, within Public Acts of Michigan of 1949, as amended, this Board is authorized to place and maintain traffic control devices and traffic control signals on any highway under its jurisdiction for the purpose of regulating, warning or guiding traffic.

**PROPOSED MOTION:**

**WHEREAS, under the provisions of Chapter VI of Act No. 300, Public Acts of Michigan of 1949, as amended (Michigan Vehicle Code), this Board is authorized to place and maintain traffic control devices and traffic control signals on any highway under its jurisdiction for the purpose of regulating, warning or guiding traffic; and**

**WHEREAS, Tuttle Hill Road located in Section 26 of Ypsilanti Township is county road under the jurisdiction of this Board, and in the interest of public safety, it is deemed necessary to place and maintain certain traffic control devices and/or signals on said roads to regulate warn and guide traffic.**

**WHEREAS, the number of access points meet minimum requirements for prima facie maximum speed limit of 45 M.P.H. from Textile Road to Indigo Lane.**

**NOW, THEREFORE, BE IT RESOLVED that 45 M.P.H. speed limit signs shall be erected to give notice of the regulation hereinbefore established; and**

**BE IT FURTHER RESOLVED that a certified copy hereof be filed with the County Clerk of the County of Washtenaw, Michigan.**

**7. Henzie Road Culvert – Aluminum Box Culvert Fabrication Bid**

Staff is requesting the Board accept the low bid and authorize the Managing Director to sign the purchase order with Contech Engineered Solutions to fabricate the aluminum box culvert for the replacement of the structure at Henzie Road over Iron Creek in Section 27 of Manchester Township. The costs for the Henzie Road project are funded by the Washtenaw County Road Commission and Manchester Township. The bid opening occurred on August 7, 2017 and Contech Engineered Solutions was the low bid at \$41,431.00.

**PROPOSED MOTION:** that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby accepts the low bid and authorizes the Managing Director to sign a purchase order with Contech Engineered Solutions to fabricate the aluminum box culvert for the replacement of the structure at Henzie Road over Iron Creek, located in Section 27 of Manchester Township.

**8. Henzie Road Culvert – Final Plan**

The Henzie Road culvert over Iron Creek is located in Section 27 of Manchester Township. The replacement work for this project will consist of a culvert replacement and stream realignment. The costs for the Henzie Rd project are funded by the Washtenaw County Road Commission and Manchester Township. The project has been completed pursuant to WCRC policies and procedures.

**PROPOSED MOTION:** that upon the recommendation of the County Highway Engineer and the concurrence of the Managing Director, the Board hereby approves the final plans, specifications and estimate at \$250,000.00 for the culvert replacement and stream relocation at Henzie Road over Iron Creek in Section 27 of Manchester Township, and authorizes the County Highway Engineer to sign the title sheet.

**9. 2017 Second Quarter Budget Amendments**

Staff is requesting the Board to approve the 2017 Second Quarter Budget Adjustments. At a Board Working Session on August 1, 2017, the Board reviewed the fiscal situation of the Road Commission. Staff is recommending the adjustments to the budget as they were discussed at the Working Session. The proposed Second Quarter Adjustments will add \$378,000 back to the fund balance for an overall decrease of \$3,612,000. This increase includes recognition of \$600,000 more in Michigan Transportation Funds, various changes to federal and state aid projects and other minor adjustments.

**PROPOSED MOTION:** that upon the recommendation of the Director of Finance and the concurrence of the Managing Director, the Board hereby approves the 2017 Second Quarter Budget amendments as presented.

**10. Payroll & Bills for August 9, 2017**

Staff is requesting the Board to approve the payment of payroll and bills for August 9, 2017.

**PROPOSED MOTION:** the Board hereby approves Voucher 10258 totaling \$294,558.58 for payroll of August 9, 2017, and Voucher 10259 totaling \$1,118,179.02 in payment of bills for August 9, 2017.

**B. ACTION ITEMS**

**1. Parcel 3, Textile Road Paving & Path Project – Right of Way Acquisition**

The proposed paving of Textile Road and Pittsfield Township's proposed construction of a non-motorized path connecting existing pathways require the acquisition of various permits and/or easements from several private property owners. Staff is requesting the Board approve the acquisition of a 0.002 acre (92 square foot) public road easement and a 0.031 acre (1,380 square foot) temporary grading permit upon an improved residential property, commonly known as 2972 Textile Road, Pittsfield Township, Michigan, and referred to as Tax ID# L-12-27-100-003, being part of the NE1/4 of Section 27, Pittsfield Township, from the owner SISU, LLC and titleholder, Dave Wooley.

Staff contacted the owners to inform them of the proposed project, acquisition and construction schedules, their rights and benefits under the Uniform Condemnation Procedures Act (UCPA), including the right to have their property appraised and receive just compensation for the part taken. The owners agreed to waive their right to an appraisal and use market data as the basis for compensation. Staff presented an Offer of Just Compensation for the sum of Six Hundred Dollars & NO/100 (\$600.00) for easement area and grading permit.

The owner countered waiving their right to compensation and requested the entire driveway be repaved. The counter was accepted by staff on the basis that the additional paving of the driveway would equate to amount of the offer of compensation.

**PROPOSED MOTION:** that upon the recommendation of the Director of Engineering/County Highway Engineer and concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and Managing Director to accept and sign the offer of just compensation to acquire a public road easement and grading permit upon a parcel of land, commonly referred to as 2972 Textile Road, Pittsfield Township, MI referenced as Tax ID# L-12-27-100-003, located in NE1/4 of Section 26, Pittsfield Township, from the owners, SISU LLC and Dave Wooley and agree to pave the entire driveway in lieu of compensation.

## **2. Parcel 34, Textile Road Paving & Path Project – Right of Way Acquisition**

The proposed paving of Textile Road and Pittsfield Township's proposed construction of a non-motorized path connecting existing pathways require the acquisition of various permits and/or easements from several private property owners. Staff is requesting the Board approve the acquisition of a 0.005 acre (200 square foot) public road easement and a 0.057 acre (2,495 square foot) temporary grading permit upon a vacant parcel of land on the north side of Textile Road and west side of Platt Road, Pittsfield Township, Michigan, and referred to as Tax ID# L-12-22-400-014, being part of the SE1/4 of Section 22, Pittsfield Township, from the owners Steven T. Butler, Jamey J. Cates & Michael H. Smith, as tenants in common.

Staff contacted the owners to inform them of the proposed project, acquisition and construction schedules, their rights and benefits under the Uniform Condemnation Procedures Act (UCPA), including the right to have their property appraised and receive just compensation for the part taken. The owners agreed to waive their right to an appraisal and use market data as the basis for compensation. Staff presented an Offer of Just Compensation for the sum of Five Hundred Twenty Dollars & NO/100 (\$520.00) for the easement area and grading permit. The owners reviewed the offer and accepted as presented.

**PROPOSED MOTION: that upon the recommendation of the Director of Engineering/County Highway Engineer and concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and Managing Director to accept and sign the offer of just compensation to acquire a public road easement and grading permit upon a parcel of land, commonly referred to as Vacant NWC Textile at Platt, Pittsfield Township, MI, referenced as Tax ID# L-12-22-400-014, located in SE1/4 of Section 22, Pittsfield Township, from the owners, Steven T. Butler, Jamey J. Cates and Michael H. Smith in the amount of Five Hundred Twenty Dollars & NO/100 (\$520.00).**


## **3. Parcel 36, Textile Road Paving & Path Project – Right of Way Acquisition**

The proposed paving of Textile Road and Pittsfield Township's proposed construction of a non-motorized path connecting existing pathways require the acquisition of various permits and/or easements from several private property owners. Staff is requesting the Board approve the acquisition of a 0.018 acre (800 square foot) public road easement and a 0.228 acre (9,938 square foot) temporary grading permit upon a vacant parcel of land on the north side of Textile Road and east side of Platt Road, Pittsfield Township, Michigan, and referred to as Tax ID# L-12-23-300-036, being part of the SW1/4 of Section 23, Pittsfield Township, from the owner Ayoub Taysir Hasan.

Staff contacted the owner to inform them of the proposed project, acquisition and construction schedules, their rights and benefits under the Uniform Condemnation Procedures Act (UCPA), including the right to have the property appraised and receive just compensation for the part taken. The owner agreed to waive their right to an appraisal and use market data as the basis for compensation. Staff presented an Offer of Just Compensation for the sum of Two Thousand Sixty Five Dollars & NO/100 (\$2,065) for the easement area and grading permit. The owners reviewed the offer and accepted as presented.



**PROPOSED MOTION:** that upon the recommendation of the Director of Engineering/County Highway Engineer and concurrence of the Managing Director, the Board hereby approves and authorizes the Chair and Managing Director to accept and sign the offer of just compensation to acquire a public road easement and grading permit upon a parcel of land, commonly referred to as Vacant NEC Textile at Platt, Pittsfield Township, MI, referenced as Tax ID# L-12-23-300-036, located in SW1/4 of Section 23, Pittsfield Township, from the owner, Ayoub Taysir Hasan, in the amount of Two Thousand Sixty Five Dollars & NO/100 (\$2,065.00).

	<b>ORGANIZATIONAL POLICY</b>	<b>GENERAL ADMINISTRATION APPLICATION: All Employees</b>			
<b>TITLE:</b>  <b>Media Relations</b>	RESOLUTION NUMBER	SUPERCEDE	EFFECTIVE DATE	SUPERCEDE	POLICY NUMBER

**INTENT**

It is the intent of the Washtenaw County Board of Road Commissioners to ensure that all communication with the media is consistent, well-informed, timely and appropriate. This policy covers all external news media, including broadcast, electronic and print.

**AUTHORIZED SPOKESPERSONS**

- A. The Communications Manager has the responsibility and authority to manage all communications with media representatives on behalf of the Washtenaw County Road Commission (WCRC). When the Communications Manager is unavailable the Managing Director will be the alternate spokesperson. If both the Managing Director and Communications Manager are unavailable, the County Highway Engineer will act as the organization’s spokesperson and/or delegate media response to other staff as appropriate.
- B. Department directors, project managers, and the Managing Director shall, in coordination with the Communications Manager, address media inquiries concerning technical matters or specific projects. If prior consultation is not possible, the Communications Manager must be notified as soon as possible.

**REACTIVE MEDIA RELATIONS**

- A. Media inquiries received by WCRC personnel other than those referenced above should be immediately forwarded to the Communications Manager for handling.
- B. News media inquiries concerning WCRC policy matters shall be addressed only by the Managing Director or Communications Manager.
- C. Media inquiries, whether by phone, email, letter or in person, should be addressed promptly to accommodate publication, posting or broadcast deadlines, whenever possible.

**PROACTIVE MEDIA RELATIONS**

- A. All media releases and media advisories shall be issued and arranged by the Communications Manager in conjunction with the appropriate department director or project manager.
- B. Only the Communications Manager may initiate contact with the media.

## **EMERGENCY RESPONSE**

- A. The Communications Manager should be notified immediately of urgent public safety-related issues (e.g. inclement weather, storm response) so that activities can be communicated to the public in a timely manner.
- B. Serious incidents involving WCRC employees that may attract media attention should also be reported immediately to the Communications Manager and/or the Managing Director. The Communications Manager in coordination with the Managing Director will provide information to the media as seen fit.

## **LEGAL MATTERS**

- A. No statements shall be made regarding any WCRC legal matters, including ongoing investigations, liability issues and pending litigation, unless coordinated with the Managing Director.

## **COURTESY**

- A. Members of the media are to be treated with the same respect shown to our residents and all other who come in contact with WCRC.
- B. Any problems or conflicts with the media shall be immediately reported to the Communications Manager.

## **VIOLATIONS**

- A. Failure to comply with this policy will result in disciplinary action in accordance with the Employment Rules and Regulations Policy (HR-01).

July 27, 2017

Via E-mail: [bernbeckm@wcroads.org](mailto:bernbeckm@wcroads.org)

Washtenaw County Road Commission  
555 North Zeeb Road  
Ann Arbor, Michigan 48103

Attention: Mr. Mike Bernbeck, Operations Manager  
555 North Zeeb Road  
Ann Arbor, Michigan 48103

RE: Proposal for Washtenaw County Road Commission  
Zeeb Road Facility and Site Assessment & Space Utilization

Dear Mr. Bernbeck:

Hobbs+Black is pleased to submit the following Proposal/Agreement for professional services for the above mentioned project.

#### **PROJECT UNDERSTANDING**

Hobbs+Black understands that Washtenaw County Road Commission (WCRC) is requesting professional A/E services to perform facility condition assessments and space utilization evaluation of their Main Yard located at 555 Zeeb Road in Ann Arbor Michigan. The report will provide a tool to align operational, fiscal, and physical visions developed through a methodical process. It should be visionary, yet realistic, data informed and defensible, inclusive of short and long-term strategies and flexible to adapt to future operational changes.

#### **SCOPE OF WORK**

1. The A/E team will conduct an assessment of physical structures and site amenities located at the Main Yard.
2. The audit will entail the review of architectural, mechanical, and electrical systems of each building and site. The review of each building will come from the study of existing building plans and onsite inspections of each building. As part of the onsite activities, a kickoff meeting, walkthroughs, and discussions with designated members of the WICRC's facilities staff will be conducted. Follow up meetings will be scheduled as needed.
3. The Architect will provide a final assessment documentation of each building that will include:
  - a. A basic overview and assessment of the building exteriors, considering general maintenance and identifying specific concerns.
  - b. A basic overview and assessment of the building's interior finishes (floors, walls, ceilings, and doors) categorized by similar room types, function, and finishes.
  - c. An assessment of obvious Americans with Disabilities Act (ADA) issues related to each building.
  - d. An overview and assessment of each building's major electrical and mechanical equipment and systems.
  - e. Conduct information gathering meetings with WCRC staff to gain and understanding of current and 10 year projected staffing and equipment current totals.

- f. Analysis of site circulation and vehicle movement as part of the evaluation process and Master Plan.
  - g. Generate the following scenarios with anticipated project construction costs:
    - 1) Do nothing other than address major items of concern and/or safety issues.
    - 2) Master Planning, Selective Demolition, Renovations and/or Additions where appropriate.
    - 3) Master Planning, Demolition of Existing and Build New as determined appropriate.
  - g. An estimate of the remaining service life of identified components in each building and projected costs for their replacement.
  - h. Electronic digital photograph files of various building and site components referenced in the spreadsheet document and/or narrative of each building.
  - i. A written summary of each building identifying the major issues of each building and providing recommended actions to be taken for the major issues. Summaries will reference the spreadsheet, narrative, and photographs.
5. Submit final draft to WCRC for Review.
  6. Incorporate final Owner comments as required and submit final report.
  7. Once the Master Plan has been completed and approved by WCRC, Hobbs+Black will contract with a Real Estate Consultant to evaluate those part or parts, if any, of the subject that were identified that could be monetized for the benefit of WCRC.

#### **OWNER RESPONSIBILITIES**

1. The Owner is to provide full information concerning the Owner's objectives, criteria and constraints of this Project.
2. The Owner shall provide to the Architect copies of existing drawings and documentation as requested by the Architect for the purpose of completing the project.
3. It shall be the Owner's responsibility to survey existing structures for hazardous materials such as asbestos and/or lead paint and provide the report to the Hobbs+Black team.

#### **COMPENSATION**

##### ***Facility Condition Assessment/Audit & Master Plan Fee***

Based on our understanding of the project, Hobbs+Black proposes to provide Architectural Investigation and Master Planning Services as described in our proposal for a hourly-cost-not-to-exceed fee of Twenty Eight Thousand Nine Hundred Dollars (\$28,900), plus normal reimbursable expenses.

As the scope and cost of the Real Estate Consultant will be determined as an outcome of the planning process we are not including fees for those services at this time.

##### ***Reimbursable Expenses***

Out-of-pocket expenses such as printing, postage and delivery expenses, and travel are reimbursable at 1.1 times cost.

#### **PAYMENT TERMS**

Compensation would be due and payable in monthly progress payments for services completed and expenses incurred. Payment shall be made within thirty (30) days of statement date. Past due accounts accrue interest at the rate of one and one half percent (1 ½%) per month times unpaid balance from the

previous month. If the project is postponed or abandoned, Hobbs+Black shall be paid for work already performed.

**VERIFICATION OF EXISTING CONDITIONS**

Since the remodeling and/or rehabilitation of an existing building or site requires that certain assumptions be made regarding existing conditions, and because some of these assumptions may not be verifiable without expending additional sums of money or destroying otherwise adequate or serviceable portions of the building or site, the Owner agrees, to the fullest extent permitted by law, to indemnify and hold the Architect harmless from any claim, liability or cost (including reasonable attorneys' fees and cost of defense) for injury or economic loss arising or allegedly arising out of the professional services provided under this Agreement, excepting only those damages, liabilities or costs attributable to the sole negligence or willful misconduct of the Architect.

**FORM OF AGREEMENT**

We propose this document be used as the basis for agreement between our firms for a project of this size and scope. We have enclosed two executable copies of our Proposal/Agreement, which is valid for thirty (30) days. If it meets with your approval, please endorse both copies, return one to our office and retain one for your records.

**ADDITIONAL WORK**

To be mutually agreed to in writing prior to commencing work

**TIMING**

We are prepared to begin work immediately upon your acceptance of our proposal/agreement and are flexible to work with your schedule. Hobbs+Black's time to complete the aforementioned services shall be six (6) - eight (8) weeks from written Authorization to Proceed.

If during your review you have questions or require additional information, please contact our office. We greatly appreciate the opportunity to continue partnering with WCRC and we look forward to working with you on this very important project.

Very truly yours,

**HOBBS+BLACK ARCHITECTS**



Marty Ruiters Licensed Architect  
Vice President

MHR:ame

Approved and Accepted by:

**WASHTENAW COUNTY ROAD COMMISSION**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



**WASHTENAW COUNTY ROAD COMMISSION**

# **2017 Second Quarter Budget Review**

**2017 BUDGET QUARTERLY ANALYSIS (08/01/17)**

The following is an analysis of the 2017 Budget through the second quarter.

**REVENUE**

Michigan Transportation Fund

The revenues for the first 5 months are approximately 29 percent higher than last year.

	<b>2017</b>	
<b>Budget</b>	<b>YTD</b>	<b>Percentage Rcvd</b>
\$22,900,000	\$ 10,575,459	46%

Federal/State Funds

Federal/State revenue activities represent primarily a continuation of carryover projects including Plymouth signal interconnect, 2016 preventative maintenance and other carryover projects. New projects include the Dixboro Path, Huron River Drive Bridge, Superior Road Bridge and 2017 crack sealing.

	<b>2017</b>	
<b>Budget</b>	<b>YTD</b>	<b>Percentage Rcvd</b>
\$ 10,586,000	\$ 1,925,183	18%

State Trunkline Maintenance

The State Trunkline Maintenance revenues reflect actual expenditures and are \$150,000 lower than last year. This includes an audit adjustment for 2015 of \$344,000 was received.

	<b>2017</b>	
<b>Budget</b>	<b>YTD</b>	<b>Percentage Rcvd</b>
\$ 2,370,000	\$ 1,726,932	73%



Township Contributions

Reimbursements have been received from the first round of culvert invoices, and Ypsilanti Township for bond reimbursements. The initial group of township billings has been prepared and submitted.

Budget Category	Budget	2017	
		YTD	Percentage Rcvd
Township Matching/Drainage	\$ 1,435,000	\$ 954,329	67%
Scio SAD	300,000	0	0%
Traffic Calming	265,000	6,233	2%
Ypsilanti bond reimbursement	678,000	39,125	6%
Scio DDA concrete preventative	127,000	0	0%
Ann Arbor Tech Park	750,000	0	0%
Culvert replacements	800,000	430,930	54%
Textile: Hines Dr. - Platt	180,000	0	0%
Carpenter @ Carpenter Place	85,000	0	0%
	\$ 4,620,000	\$ 1,430,617	

Other Contributions

A contribution was received from the University of Michigan for work on the Dixboro Non-motorized Trail. \$36,000 was received from Washtenaw County for the new generator at the Manchester Yard. The initial invoice for the county millage was submitted and payment received.

Budget Category	Budget	2017	
		YTD	Percentage Rcvd
County Millage Overlay/Seal	\$3,500,000	\$ 1,256,847	36%
Jackson Signal Impr	600,000	0	0%
Dixboro Trail	595,000	27,266	5%
Miscellaneous	347,000	55,075	16%
	\$5,042,000	\$ 1,339,188	

Miscellaneous Income

First quarter interest was posted. The Other Income primarily represents money collected for permit and subdivision projects as well as proceeds from the equipment auction.

Budget Category	Budget	2017	
		YTD	Percentage Rcvd
Interest Income	\$ 30,000	\$ 23,110	77%
Gain/loss on sale	150,000	0	0%
Land Sales/Leases	7,270,000	869,700	12%
Permit/Subdivisions	300,000	282,864	94%
Special Assessment bonds	11,000	4,006	36%
Other	30,000	117,502	392%
	\$7,791,000	\$ 1,297,182	

## EXPENDITURES

### Operations

Expenditures are lower than budgeted. Fuel costs continue to be volatile and will be monitored closely the remainder of the year.

Dept. 102 - 118 Operations

All Yards, the Shop, & Building and Grounds comprise the Operation Department Activities

Account	Description	2016		2017		PERCENTAGE USED
		YTD	BUDGE	YTD		
703 -712	REGULAR WAGES	\$ 2,148,078	\$ 4,476,620	\$ 2,176,409		48.62%
703 -712	OVERTIME WAGES	344,053	635,000	280,757		44.21%
724	FRINGE	0	0	0		
727	POSTAGE	0	0	0		
728	OFFICE SUPPLIES	796	2,000	1,185		59.23%
729	ENGINEERING SUPPLIES	78	0	0		
730 & 861.XX	TRAINING	5,832	14,000	9,920		70.86%
731	JANITOR SUPPLIES	6,194	16,000	7,790		48.69%
732	TRAFFIC CONTROL SUPPLIES	0	16,000	10,707		66.92%
733	WELDING SUPPLIES	4,673	14,000	3,846		27.47%
734	EMPLOYEE SAFETY SUPPLIES	11,188	18,000	10,042		55.79%
735	MISCELLANEOUS SUPPLIES	39,889	87,000	50,046		57.52%
740 001	EQUIPMENT PARTS EXPENSE	65,917	140,000	52,124		37.23%
740 003	DIESEL FUEL EXPENSE	170,858	500,000	180,108		36.02%
740 004	UNLEADED FUEL EXPENSE	42,512	150,000	51,325		34.22%
740 005	ANTIFREEZE	0	0	3,400		
740 006	MOTOR OIL/LUBRICANTS	16,126	35,000	15,893		45.41%
740 007	TIRES & TIRE ACCESSORIES	34,164	95,000	23,186		24.41%
740 008	BLADES	31,570	100,000	23,016		23.02%
761	GRAVEL	20,264	55,000	19,286		35.06%
762	COLD PATCH	46,361	100,000	42,808		42.81%
763	SAND	11,421	60,000	10,344		17.24%
764	SALT	523,131	594,000	338,954		57.06%
765	ASPHALT	3,634	54,000	2,182		4.04%
766	BRINE	33,274	76,000	32,146		42.30%
767	CULVERT	(351)	5,000	3,457		69.14%
768	SIGNS	0	0	0		
769	GUARDRAIL	2,157	7,000	1,598		22.84%
770	POSTS	0	0	0		
771	LIMESTONE	207,178	250,000	213,110		85.24%
773	MISC SLAG/STONE	10,783	30,000	27,798		92.66%
774	DRAINAGE ITEMS/CEMENT	2,373	15,000	926		6.17%
790	SMALL ROAD TOOLS	13,140	20,000	6,390		31.95%
791 074	INVENTORY ADJ:EQP REPAIR PARTS	0	32,000	468		1.46%
791 076	INVENTORY ADJ: ROAD MATERIALS	0	13,000	0		0.00%
801	CONTRACTUAL SERVICES	178,649	379,000	124,766		32.92%
806	LAUNDRY SERVICES	2,733	5,000	3,550		70.99%
807	DATA PROCESSING	7,692	10,000	7,211		72.11%
851	COMMUNICATIONS: CELL PHONE/TELEPN	15,019	35,000	13,015		37.19%
852	COMMUNICATIONS: RADIO	5,720	12,000	0		0.00%
853	COMMUNICATIONS: ANSWERING SERVICE	2,665	4,000	5,093		127.31%
874 001	ADVERTISING	0	1,000	0		0.00%
874 002	PRINTING EXPENSE	0	1,000	0		0.00%
875 000	INSURANCE: PROPERTY EQP PHYS DAMAGE	0	0	(8,646)		
882 000	INSURANCE: LIABILITY	210	1,000	0		0.00%
890	CLAIMS PAID	0	0	60		
921	UTILITIES: ELECTRIC SERVICE	48,634	100,000	48,845		48.85%
922	UTILITIES: HEAT/GAS/FUEL	52,503	80,000	46,417		58.02%
923	UTILITIES: WATER & SEWER	8,485	17,000	9,096		53.51%
931	REPAIRS/MAINT: BUILDINGS	39,833	95,000	35,905		37.79%
932	REPAIRS/MAINT: YARD & STORAGE	53,967	60,000	21,929		36.55%
933	REPAIRS/MAINT: SHOP EQUIPMENT	8,843	21,000	5,737		27.32%
934	REPAIRS/MAINT: OFFICE EQUIPMENT	1,428	4,000	2,037		50.92%
938	REPAIRS/MAINT: NON-RD EQP	72,172	125,000	26,783		21.43%
939	REPAIRS/MAINT: ROAD EQUIPMENT	169,092	325,000	127,360		39.19%
941	EQUIPMENT RENTAL	2,867,555	4,800,000	2,728,984		56.85%
669	EQUIPMENT RENTAL CREDIT	(2,867,555)	(4,800,000)	(2,728,984)		56.85%
944	U.S.T. REGISTRATION FEE	800	3,000	500		16.67%
946	U.S.T. EXPENSE: CORRECTIVE ACTS	2,053	6,000	750		12.50%
956	SAFETY EXPENSES	0	1,000	0		0.00%
968 002	DEPRECIATION: BUILDINGS	87,917	185,000	88,803		48.00%
968 003	DEPRECIATION: ROAD EQUIPMENT	0	1,100,000	324,648		29.51%
968 004	DEPRECIATION: SHOP EQUIPMENT	6,584	12,000	8,815		73.46%
968 006	DEPRECIATION: YARD & STORAGE	73,789	160,000	72,405		45.25%
690 XXX	DEPRECIATION CREDIT	(168,289)	(1,457,000)	(494,670)		33.95%
	<b>TOTAL</b>	<b>\$ 4,465,792</b>	<b>\$ 8,894,620</b>	<b>\$ 4,069,627</b>		<b>45.75%</b>

Administration

The overall expenditures in this department are about as budgeted.

Dept. 216 - 228 Administrative					
Commissioners, Executive, Finance, Human Resources, Information Systems, and Legal Departments					
Account	Description	2016		2017	
		YTD	Budg	YTD	Used
703 001-712	REGULAR WAGES	\$ 369,817	\$ 800,000	\$ 383,882	47.99%
703 001-712	OVERTIME WAGES	162	15,000	221	1.48%
724	FRINGE	0	6,000	6,146	102.43%
727	POSTAGE	0	1,000	24	2.40%
728	OFFICE SUPPLIES	713	5,000	687	13.74%
729	ENGINEERING SUPPLIES	0	1,000	0	0.00%
730 & 861.xx	TRAINING	14,940	20,000	4,928	24.64%
734	EMPLOYEE SAFETY SUPPLIES	0	0	0	
740 004	UNLEADED FUEL EXPENSE	0	0	0	
735	MISCELLANEOUS SUPPLIES	0	1,000	175	17.50%
801	CONTRACTUAL SERVICES	2,331	20,000	3,870	19.35%
803	LEGAL SERVICES	9,534	120,000	28,761	23.97%
804	AUDIT SERVICES	38,500	41,000	40,500	98.78%
807 0	DATA PROCESSING	26,128	37,000	40,254	108.80%
807 001	ANNUAL SOFTWARE MAINT.FEE-PCSI	16,066	17,000	16,066	94.51%
807 002	PCSI PROGRAMMING SUPPORT	0	3,500	6,869	196.26%
811	BANK FEES	0	300	0	0.00%
816	CREDIT CARD FEES	1,102	3,000	1,795	59.83%
851	COMMUNICATIONS: CELL PHONES	1,648	5,000	2,633	52.67%
874 001	ADVERTISING	895	4,000	956	23.90%
874 002	PRINTING EXPENSE	0	1,000	2,248	224.82%
875	INSURANCE: PROP & EQP PHYS DAM	926	1,000	956	95.60%
882	INSURANCE: LIABILITY	0	0	0	
934	REPAIRS/MAINT: OFFICE EQUIPMENT	2,336	3,000	2,215	73.83%
939	REPAIRS/MAINT: ROAD EQUIPMENT	0	100	0	0.00%
941	EQUIPMENT RENTAL	1,561	1,000	1,931	193.06%
669	EQUIPMENT RENTAL CREDIT	(1,561)	(1,000)	(1,931)	193.06%
956	SAFETY EXPENSE	0	250	0	0.00%
968 002	DEPRECIATION: ADMIN BUILDING	29,306	59,000	29,601	50.17%
968 007	DEPRECIATION: OFFICE EQP/FURNITURE	24,506	49,000	26,880	54.86%
690 XXX	DEPRECIATION CREDIT	(53,812)	(108,000)	(56,481)	52.30%
	<b>TOTAL</b>	<b>\$ 485,099</b>	<b>\$ 1,105,150</b>	<b>\$ 543,187</b>	<b>49.15%</b>

# Engineering

The overall expenditures for this department are lower than budgeted.

Dept. 314 - 328 - Engineering						
This department is comprised of Permits, Project Development, Construction and Traffic & Safety						
Account-#	Description	2016		2017		PERCENTAGE
		YTD	BUDGE	YTD	USED	
703 - 712	REGULAR WAGES	\$ 921,689	\$ 2,030,000	\$ 961,821		47.38%
703 - 712	OVERTIME WAGES	38,288	160,000	38,998		24.37%
724	FRINGES	5,724	10,000	2,601		26.01%
727	POSTAGE	0	0	15		
728	OFFICE SUPPLIES	1,219	10,000	16		0.16%
729	ENGINEERING SUPPLIES	7,576	18,000	7,486		41.59%
730 & 861.xx	TRAINING	9,252	13,000	9,481		72.93%
732	TRAFFIC CONTROL SUPPLIES	29,071	50,000	30,640		61.28%
734	EMPLOYEE SAFETY SUPPLIES	5,423	3,500	1,437		41.06%
735	MISCELLANEOUS SUPPLIES	300	1,000	98		9.82%
740 001	EQUIPMENT PARTS EXPENSE	38	0	0		
740 004	UNLEADED FUEL EXPENSE	0	0	0		
768	SIGNS	78,181	141,000	53,116		37.67%
770	POSTS	17,714	30,000	16,240		54.13%
772	SIGNAL PARTS	8,370	50,000	41,413		82.83%
774	DRAINAGE ITEMS/CEMENT	0	0	0		
790	SMALL ROAD TOOLS	0	0	0		
791 076	INVENTORY ADJ: ROAD MATERIALS	3,687	25,000	6,459		25.84%
801	CONTRACTUAL SERVICES	72,578	192,000	94,649		49.30%
802 002	ENGRG SERVICES: ROW	0	0	60		
802 003	ENGRG SERVICES: DESIGN	0	0	0		
802 004	TESTING	637	0	0		
802 005	PLANNING	9,523	5,000	0		0.00%
807	DATA PROCESSING	24,278	28,000	1,307		4.67%
851	COMM:CELL PHONES/SIGNALS	8,238	20,000	8,104		40.52%
874 001	ADVERTISING	0	1,000	0		0.00%
874 002	PRINTING EXPENSE	450	6,000	0		0.00%
921	UTILITIES: SIGNAL ENERGY	42,580	110,000	59,009		53.64%
934	REPAIRS/MAINT: OFFICE EQUIPMENT	2,139	6,000	2,878		47.96%
938	REPAIRS/MAINT: NON-RD EQP	3,379	5,000	1,479		29.58%
939	REPAIRS/MAINT: ROAD EQUIPMENT	0	2,000	129		6.45%
941	EQUIPMENT RENTAL	150,724	350,000	162,813		46.52%
669	EQUIPMENT RENTAL CREDIT	(150,724)	(350,000)	(162,813)		46.52%
944	STORM WATER PERMITS	24,856	75,000	24,856		33.14%
961	PROPERTY TAXES	0	0	0		
968 005	DEPRECIATION: ENGINEERING EQP	8,001	15,000	7,648		50.99%
690	DEPRECIATION CREDIT	(8,001)	(15,000)	(7,648)		50.99%
	<b>TOTAL</b>	<b>\$ 1,315,188</b>	<b>\$ 2,991,500</b>	<b>\$ 1,362,293</b>		<b>45.54%</b>

Non-departmental

Medical insurance premiums are paid in advance and year to date totals include 7 months of expenditures. Also included in this category is the annual retiree health care amount that will be transferred back to the Road Commission at year-end. The 2017 Other Post Employment Benefits (OPEB) contribution was deposited into the post-employment trust with the Municipal Employees' Retirement System. Liability premiums were paid in the second quarter and no refund is anticipated.

Dept. 550 - Non-Departmental						
This department represents employee benefits as well as membership fees and liability insurance that is applicable to the organization as a whole.						
Account	Description	2016		2017		PERCENTAGE
		YTD	BUDGET	YTD	USED	
715	SOCIAL SECURITY/MEDICARE	\$ 284,880	\$ 644,000	\$ 284,374		44.16%
716	MEDICAL INSURANCE	3,308,654	3,850,000	3,737,811		97.09%
717	LIFE INSURANCE	54,132	130,000	48,296		37.15%
718	RETIREMENT	849,700	2,307,000	837,360		36.30%
719	WORKERS COMPENSATION	163,548	350,000	136,411		38.97%
720	UNEMPLOYMENT	0	10,000	0		0.00%
721	EMPLOYEE DRUG TESTING	3,820	8,000	3,058		38.22%
727	POSTAGE	3,481	10,000	3,408		34.08%
728	OFFICE SUPPLIES	1,479	5,000	2,423		48.46%
730 & 861.XX	ASSOCIATION FEES	42,769	59,000	28,362		48.07%
734	EMPLOYEE SAFETY SUPPLIES	6,570	10,000	3,640		36.40%
735	MISCELLANEOUS SUPPLIES	0	2,000	52		2.58%
790	SMALL ROAD TOOLS	0	1,000	0		0.00%
805	HEALTH SERVICES	1,807	6,000	2,199		36.65%
851	COMMUNICATIONS:	0	1,000	0		0.00%
874 001	ADVERTISING	446	0	0		
874 002	PRINTING EXPENSE	2,160	2,000	0		0.00%
875	INSURANCE: PROP & EQP PHYS DAM	111,197	91,000	114,905		126.27%
878	INSURANCE: FLEET LIABILITY/MCC	62,513	54,000	61,471		113.84%
881	INSURANCE: ERRORS & OMISSIONS	44,869	55,000	45,396		82.54%
882	INSURANCE: LIABILITY	274,692	325,000	284,262		87.47%
890	CLAIMS PAID	10,000	6,000	4,027		67.11%
	<b>TOTAL</b>	<b>\$ 5,226,718</b>	<b>\$ 7,926,000</b>	<b>\$ 5,597,454</b>		<b>70.62%</b>

Debt Service

Interest payments on the Ypsilanti bonds were made during this period. The first through third quarter installment payments were made for all installment purchases.

Dept. 660 - Debt Service						
This department represents all of the current portion of long term debt obligations.						
Account	Description	2016		2017		PERCENTAGE
		YTD	BUDGE	YTD	USED	
991 003	DEBT SERV PRINC:YPSI NOTES	0	\$ 600,000	0		0%
991 006	INSTALL PURCH PRI: 2013 GRADERS	90,000	120,000	90,000		75%
991 007	INSTALL PURCH PRI: 2013 HVY TRUCKS	107,861	148,000	110,336		75%
991 008	INSTALL PURCH PRI: 2015 1st qtr HVY TRUCKS	93,333	160,000	93,333		58%
991 009	INSTALL PURCH PRI: 2015 4th qtr HVY TRUCKS	51,918	167,000	97,235		58%
991.010	INSTALL PURCH PRI: 2016 HVY TRUCKS	0	154,000	83,172		54%
991.011	INSTALL PURCH PRI: 2016 N/E SERVICE CENTER	0	0	0		
995 001	DEBT SERV INTEREST: SIB LOAN	0	0	0		
995 003	DEBT SER INT: YPSI NOTES	45,125	78,000	39,125		50%
995 006	INSTALL PURCH INT: 2013 GRADERS	3,966	2,100	2,124		101%
995 007	INSTALL PURCH INT: 2013 HVY TRUCKS	7,023	5,500	4,549		83%
995 008	INSTALL PURCH INT: 2015 1st qtr HVY TRUCKS	8,652	11,000	6,584		60%
995 009	INSTALL PURCH INT: 2015 4th qtr HVY TRUCKS	7,889	12,000	7,428		62%
995 010	INSTALL PURCH INT: 2016 HVY TRUCKS	0	15,000	7,296		49%
995 011	INSTALL PURCH INT: 2016 N/E SERVICE CENTER	0	54,000			0%
<b>TOTAL</b>		<b>\$415,767</b>	<b>\$ 1,526,600</b>	<b>\$541,182</b>		<b>35.45%</b>

## Reimbursable Road Projects/Capital Improvements/State Trunkline Expenditures

Most of the expenditures in this department will take place during the construction season.

Dept. 770 - Reimbursable Road Projects, Capital Improvements and State Trunkline Expenditures					
This Budget Category includes all contractual obligations for construction and heavy maintenance projects on primary and local roads. Also included are state trunkline, permit activities, township agreement work and capital purchases. This does not include labor and equipment which are included in other Department budgets.					
Account	Description	2016 YTD	BUDGET	2017 YTD	PERCENTAGE USED
727	POSTAGE	\$ 19	\$ 1,000	\$ 95	9.48%
729	ENGINEERING SUPPLIES	1,118	2,000	0	0.00%
730 & 861.xx	TRAINING	0	0	400	
732	TRAFFIC CONTROL SUPPLIES	9,327	75,000	73,624	98.17%
734	EMPLOYEE SAFETY SUPPLIES	541	0	558	
735	MISCELLANEOUS SUPPLIES	199	1,000	281	28.05%
740 001	EQUIPMENT PARTS EXPENSE	0	0	78	
761	GRAVEL	4,065	50,000	678	1.36%
762	COLD PATCH	10,323	30,000	12,054	40.18%
763	SAND	2,338	20,000	2,617	13.09%
764	SALT	299,124	300,000	173,858	57.95%
765	ASPHALT	55,150	376,000	105,580	28.08%
766	BRINE	207,626	564,000	223,348	39.60%
767	CULVERT	8,860	50,550	27,017	53.45%
768	SIGNS	1,868	5,000	1,574	31.48%
769	GUARDRAIL	58,213	150,000	35,058	23.37%
770	POSTS	591	3,574	875	24.47%
771	LIMESTONE	14,978	1,108,333	24,709	2.23%
772	SIGNAL PARTS	4,982	2,000	1,598	79.88%
773	MISC SLAG/STONE	113,553	130,000	111,390	85.68%
774	DRAINAGE ITEMS/CEMENT	8,524	5,000	988	19.77%
790	SMALL ROAD TOOLS	1,807	5,000	703	14.07%
801	CONTRACTUAL SERVICES	4,491,698	18,634,000	3,912,759	21.00%
802 001	ENGRG SERVICES: CONSTR ENGRG	77,548	813,000	125,201	15.40%
802 002	ENGRG SERVICES: ROW	9,237	25,000	2,132	8.53%
802 003	ENGRG SERVICES: DESIGN	403,673	1,067,000	313,580	29.39%
802 004	ENGRG SERVICES: TESTING	16,447	197,000	5,284	2.68%
802 005	PLANNING	0	0	0	
803	LEGAL SERVICES	64,941	50,000	59,166	118.33%
807	DATA PROCESSING	0	0	0	
851	COMMUNICATIONS: CELL PHONE/TEL	0	350	0	0.00%
874 001	ADVERTISING	813	2,000	0	0.00%
874 002	PRINTING EXPENSE	0	500	0	0.00%
882	INSURANCE: LIABILITY	65,139	65,000	20,625	31.73%
890	CLAIMS PAID	65	500	0	0.00%
921	UTILITIES: SIGNAL ENERGY	2,914	12,420	2,627	21.15%
938	REPAIRS/MAINT: NON-RD EQP	430	0	0	
939	EQUIPMENT REPAIRS	0	0	0	
941 003	EQUIPMENT RENTAL - NONROAD	2,400	9,000	20,267	225.18%
944	U.S.T. REGISTRATION FEE	0	500	0	0.00%
960	COUNTY DRAIN ASSESSMENT	108,637	100,000	0	0.00%
971	CAPITAL OUTLAY: LAND	11,553	0	22,021	
974	CAPITAL OUTLAY: LAND IMPRVMTS	0	0	25	
975	CAPITAL OUTLAY: BUILDINGS	0	7,580,000	161,227	2.13%
976	CAPITAL OUTLAY: ROAD EQUIPMENT	284,463	3,237,000	1,672,643	51.67%
977	CAPITAL OUTLAY: SHOP EQUIPMENT	57,968	70,000	2,437	3.48%
978	CAPITAL OUTLAY: ENGRG EQUIPMENT	31,035	0	1,040	
979	CAPITAL OUTLAY: YARD & STORAGE EQP	94,174	0	0	
980	CAPITAL OUTLAY: OFFICE EQ/FURN	28,549	112,000	46,876	41.85%
	<b>TOTAL</b>	<b>\$ 6,554,891</b>	<b>\$ 34,853,727</b>	<b>\$ 7,164,990</b>	<b>20.56%</b>



## **RECOMMENDED BUDGET AMENDMENTS**

Based on the second quarter analysis, the following Budget Amendments have been prepared.

### **1. Adjustments to various federal aid projects**

See page 13 for a detail breakdown.

### **2. Adjustments to various non-federal aid projects**

See page 14 for a detail breakdown.

### **3. State Trunkline Adjustments.**

The State of Michigan has provided several Transportation Work Authorizations (TWAs) for specific work on the trunklines. Therefore, trunkline revenues should be increased by \$164,000. The Reimbursable Road Project Contractual Services should be increased by \$84,000.

Due to the reversal of an unfavorable Attorney General assertion that the liability reimbursement provided for in the current state trunkline contract was unconstitutional, the Michigan County Road Commission Self Insurance Pool (MCRCSIP) has eliminated additional liability coverage for the contract counties. Therefore, the Reimbursable Road Projects, Capital Improvements and State Trunkline Expenditures Department Insurance:Liability needs to be reduced by \$44,000.

### **4. Various Capital Outlay Improvements**

Staff is recommending the purchase of a new gradall to replace the one that was damaged earlier this year. A portion of the costs will be offset by an insurance payment for the damaged gradall. Therefore, the Operations Department Insurance: Property Eqp Phys Damage line item should be decreased by \$250,000 and the Reimbursable Road Projects, Capital Outlay: Road Equipment should be increased by \$400,000.

A new table was purchased for the Sign Shop and will need to be capitalized. Therefore, \$1,000 will need to be transferred from Engineering Department Office Supplies to the Reimbursable Road Projects, Capital Outlay: Engineering Equipment.

The Road Commission has secured the services of Hobbs and Black to prepare a site plan analysis for the Zeeb Road yard. Therefore, the Reimbursable Road Projects, Capital Outlay: Lan Improvements line item should be increased by \$30,000.

### **5. Michigan Transportation Funds (MTF)**

Due to a better than anticipated trend through the first 5 months, the MTF revenues should be increased by \$600,000.

## **6. Various adjustments**

Due to the complex nature of various projects as well as lack of availability of specialized equipment the Road Commission has increasingly utilized rental equipment. Therefore the Reimbursable Road Projects, Capital Improvements Equipment Rental – Non-Road needs to be increased by \$41,000.

The Tyler Dam Drain was completed in 2017. Therefore the Reimbursable Road Projects, Capital Improvements County Drain Assessment needs to be increased by \$125,000 to cover the Road Commission's share of the improvements.

The Catholic Church Horseshoe Lake Drain was completed in 2017. Therefore the Reimbursable Road Projects, Capital Improvements County Drain Assessment needs to be increased by \$35,000 to cover the Road Commission's share of the improvements. The payback will be 2 years, interest free.

## **7. Workers Compensation discount and Other Post Employment Benefit (OPEB) contribution**

Due to a favorable workers compensation period, the Road Commission is receiving a discount for our annual premium costs. A portion of the reduced costs will be added to the annual pension payments. Therefore, the Non-Departmental Workers Compensation line item should be reduced by \$35,000 and the Non-Departmental Retirement line item should be increased by \$35,000.

## **8. 2015 State Trunkline audit adjustment**

The 2015 state trunkline audit was completed and the adjustment of \$344,000 should be added to trunkline maintenance revenues. Since it is anticipated that there will be a significant trunkline audit equipment adjustment going forward, staff is recommending establishing an assignment of fund balance dedicated to equipment. All trunkline audit equipment adjustments would be included. The amount of the equipment adjustment for the 2015 trunkline audit was \$263,244.00.

## BUDGET REVISIONS (000'S)

REVENUES	2017 BUDGET	PROPOSED REVISIONS	RECOMMENDED BUDGET
Mich. Transportation Fund	22,900	600	23,500
Federal/State Funds	10,586	951	11,537
Trunkline Maintenance	2,370	508	2,878
Township Contribution	4,620	1,795	6,415
Other Contribution	5,042	12	5,054
Miscellaneous Inc.	7,791		7,791
	<b>53,309</b>	<b>3,866</b>	<b>57,175</b>
<b>EXPENDITURES</b>			
Administration	1,105		1,105
Operations	8,895	(250)	8,645
Engineering	2,992	(1)	2,991
Nondepartmental	7,926	0	7,926
Debt Service	1,527		1,527
Total expenditures b/f project expenditures	22,445	(251)	22,194
Project expenditures:			
Reimb Road, C/O and STL	34,854	3,739	38,593
	34,854	3,739	38,593
<b>TOTAL EXPENSES</b>	<b>57,299</b>	<b>3,488</b>	<b>60,787</b>
<b>REVENUES Over/(Under) EXP</b>	<b>(3,990)</b>	<b>378</b>	<b>(3,612)</b>
2016 Fund Balance (Audited)	12,392		12,392
2017 Fund Balance (projected)	8,402		8,780 *

\* \$1,600,000 is Nonspendable assets/prepaid expenses.

**2017 FEDERAL/STATE AID PROJECTS**  
Estimated Costs (000's)

	Federal/State Grants			Contributions from others			Road Commission expenditures			Total
	Construction	Contract Services	WCRC Staff	Construction	Contract Services	WCRC Staff	Match	Contract Services	Staff	
<b>PRIMARY ROADS</b>										
Ann Arbor Tech Park [3]	300									
Austin Road, Ernst - Schneider [3]	216			700			75	25	100	1200
Austin Road Bridge [2]							108		5	329
Baker Road Intersection [2]									30	30
Carpenter Road; Judd - Textile [3]	500				40	10		90	30	170
Cavanaugh Lake Road Culvert [2]							125	10	120	755
Clinton: Village Limits - Austin Rd [3]	143							100	20	120
Cross Strt; Ypsi City Limits - Harris [3]	144						16		32	191
Countywide guardrail [3]	230						72		5	221
Dexter-A2:Dexter City limits - Zeeb Rc [3]	686						25	25	39	319
Dixboro Trail [3]	2174						170			856
Eight Mile; Tower - Currie [3]	300			300	270	25				2769
Fletcher Rd; WB I-94 - Old US 12 [3]	105						75	38	37	450
Freer Rd; Old US 12 - 1000 F N of Old [3]	28						25	5	10	145
Geddes Road Culvert [3]	329			7		5				40
Gdrich/Hack; Lenawee Cty - Arkona [3]	204						36	10	82	457
Harris; Michigan Ave. - Holmes [2]	0	160					102		5	311
Huron River Drive Border to Border [2]					40	10	0	0	0	210
Huron River Drive Bridge [3]	190								10	10
Huron River Drive; Mast - Brass Creel [3]	124						10		30	230
Huron Waterloo Trail, Ph 1 [2]							62		5	191
Jackson Road Concrete Repairs [3]	508								10	10
Jackson Road pavement marking [3]	92			127			0	25	51	711
Joy Road; Zeeb - Webster Church [3]	140						10		20	122
Old US 12; Freer - WB 1-94 [3]	240						70		5	215
Plymouth: US 23 - Cherry Hill [3]	275	25					60	5	25	330
							0		25	325
Pavement Pres STL [3]	0									2016 Carryover
Pavement Preservation Cat. D [3]	0						0	0	0	0
Pavement Pres STU [3]	0						0	0	0	(0)
Pavement Crack Sealing [3]	599		50				0	0	0	0
							147	0	10	806
Rawsonville Road; Talladay - Judd [3]	200						20			220
Rawsonville: Willow to Talladay [3]	125								5	130
Ridge Road Bridge [3]	1045						55	35	130	1265
Scio Church @ Wagner [3]	705						105			810
Scio Church Signs [3]	61						7		14	82
Sharon Valley Road Bridge [2]									30	91
Shield Road Bridge [3]	1235						65	61	160	1495
Superior Road Bridge [3]	404						21	14	50	489
Textile: Hines Drive - Platt Road [2]									0	420
WCC TAP Grant [2]					380	40			0	5
									5	
<b>SUBTOTAL</b>	<b>11302</b>	<b>185</b>	<b>50</b>	<b>1134</b>	<b>730</b>	<b>90</b>	<b>1461</b>	<b>478</b>	<b>1100</b>	<b>16530</b>
<b>LOCAL ROADS</b>										
McCollum Road Bridge [2]									17	17
										0
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17</b>	<b>17</b>
<b>TOTAL</b>	<b>11302</b>	<b>185</b>	<b>50</b>	<b>1134</b>	<b>730</b>	<b>90</b>	<b>1461</b>	<b>478</b>	<b>1117</b>	<b>16547</b>

- [1] Planning
- [2] Design and ROW Acquisition Only
- [3] Construction

Note: Numbers that are bold represent a new or changed amount.

Date: 25-Jul-17

**2017 NON FEDERAL/STATE AID PROJECTS**

Estimated Costs (000's)

	Contributions from others			Road Commission expenditures			Total
	Construction	Contract Services	WCRC Staff	Match	Contract Services	Staff	
<b>PRIMARY ROADS</b>							
Minor Projects							50
Guardrail							0
	0	0	0	0	0	0	50
<b>ROAD PROJECTS</b>							
Carpenter @ Carp Place	<b>70</b>	5	10				85
Earhart @ Whitehall	<b>250</b>	10	15				275
Geddes Rd, Lefore-Prospect					350		350
Jackson Signal Improvements	<b>500</b>		100	0			600
Jackson @ Zeeb					100	10	110
Liberty @ Scio Ridge	<b>0</b>	<b>30</b>	0		50	30	110
Non-motorized projects					50	50	100
US 12/Wiard & Airport					25	50	75
	500	30	100	0	225	140	995
<b>OTHER</b>							
Overlay Program					-	-	0
County Millage Overlay	1945		60	295			2300
County Millage Sealcoat		550	275				825
County Millage Limestone		340	330				670
Limestone/Gravel					133	67	200
Pavement Marking					225	11	236
Sealcoat/Crack Sealing					400	200	600
	1945	890	665	295	759	277	4831
<b>BRIDGES/CULVERTS</b>							
Emergency culverts					-	0	0
Pleasant Lake					50	50	100
Pontiac Trail @ Walker Drain					18	12	30
Scio Church					36	6	42
	0	0	0	0	104	68	172
<b>PRIMARY ROAD TOTAL</b>	<b>2445</b>	<b>920</b>	<b>765</b>	<b>295</b>	<b>1088</b>	<b>535</b>	<b>6048</b>
<b>LOCAL ROADS</b>							
<b>BRIDGES/CULVERTS</b>							
Bemis					125		125
Bethel Church	<b>0</b>		10		0	10	20
Bunton					85		85
Cherry Hill	<b>66</b>		34			100	200
Chubb	<b>17</b>		8			25	50
Currie: N. of Five Mile	<b>66</b>		34			100	200
Currie: Btwn 5 & 6 Mile	<b>50</b>		25			75	150
Gensley		5	25			30	60
Henzie	<b>80</b>		45			125	250
Warren Road @ Nixon		10	15		10	15	50
Warren Road, E of Earhart		10	15		10	15	50
Weber	<b>150</b>		50			225	425
Emergency culverts					0	0	0
	429	25	261	0	230	720	1665
<b>OTHER</b>							
Scio SAD	300						300
Various SADs	0		0				0
Traffic Calming		200	65				265
Sealcoat					0	0	0
Township Matching Drainage		50	150		50	150	400
Township Matching Program		2261	1119.1		255	473	4108
Pavement Marking					41	2	43
	300	2,511	1334.1	0	346	625	5116
<b>LOCAL ROAD TOTAL</b>	<b>729</b>	<b>2536</b>	<b>1595.1</b>	<b>0</b>	<b>576</b>	<b>1345</b>	<b>6781</b>
<b>PRIMARY &amp; LOCAL TOTAL</b>	<b>3174</b>	<b>3456</b>	<b>2360.1</b>	<b>295</b>	<b>1,664</b>	<b>1,880</b>	<b>12829</b>

Note:

Numbers that are bold represent a new or changed amount.  
[2] Preliminary Engineering Only

Date:

25-Jul-17





**2018 FEDERAL/STATE AID PROJECTS**

Estimated Costs (000's)

		Federal/State Grants			Contributions from others			Road Commission expenditures			Total	
		Construction	Contract Services	WCRC Staff	Construction	Contract Services	WCRC Staff	Match	Contract Services	Staff		
<b>PRIMARY ROADS</b>												
Austin Road Bridge	[3]	285										
Baker Road, Shield @ Dan Hoey	[3]	1100	20	200	0			15		45		345
Cavanaugh Lake @ Mill Creek Drain	[3]	720						0		0		1320
Ellsworth Road, Carpenter - Golfside	[3]	565						180	35	100		1035
Harris Road, Michigan Ave to Holmes	[3]	1200	20	160				141				706
Huron River Trail - B2B	[3]	2886			300	5	40	0		0		1725
Huron Waterloo Trail	[3]	990			1237	500	50					4673
Mast Road, Strawberry Lk - N Terr	[3]	322			1100	280	20		0			2390
North Territorial, Spencer - Gotfredso	[3]	529						36	16	20		394
								59	19	40		647
<b>Pavement Preservation</b>												
Pavement Preservation Cat. D	[3]	110										
Resurfacing 3R D	[3]	0						25		13		148
Pavement Preservatn Cat. STPR	[3]	665	10	40				0		0		0
Resurfacing 3R STPR	[3]	0						166	5	10		896
Pavemnt Presercatn Cat. STPU	[3]	100						0		0		0
								25		13		138
<b>Other Road Projects</b>												
Sharon Valley Road Bridge	[3]	1596						84		252		1932
Textile Road, Hines Dr to Platt Road	[3]	2840			480			0	50	250		3620
Textile Road, Non-motorized Path	[3]	800			570	30	120					1520
WCC TAP Grant	[3]	300			75	30	15					420
												0
												0
<b>SUBTOTAL</b>		15008	50	400	3762	845	245	731	125	743		21909
<b>LOCAL ROADS</b>												
McCollum Road Bridge	[3]	162						8		26		196
												0
<b>SUBTOTAL</b>		162	0	0	0	0	0	8	0	26		196
<b>TOTAL</b>		15170	50	400	3762	845	245	739	125	769		22105

- [1] Planning
- [2] Design and ROW Acquisition Only
- [3] Construction

Note: Numbers that are bold represent a new or changed amount.

Date: 25-Jul-17

**2018 NON FEDERAL/STATE AID PROJECTS**

Estimated Costs (000's)

	Contributions from others			Road Commission expenditures			Total
	Construction	Contract Services	WCRC Staff	Match	Contract Services	Staff	
<b>PRIMARY ROADS</b>							
Minor Projects					80	20	100
Guardrail					80	20	100
	0	0	0	0	160	40	200
<b>ROAD PROJECTS</b>							
A2-Saline Road					60	20	80
Intersection Project					250	50	300
Carpenter @ Cloverlane		30			40	30	100
Zeeb Road paving	200			440		160	800
	200	30	0	440	350	260	1280
<b>OTHER</b>							
Overlay Program					380	20	400
County Millage Overlay	1945		60	295			2300
County Millage Sealcoat		550	275				825
County Millage Limestone		340	330				670
Limestone/Gravel					272	128	400
Non-motorized projects					150	150	300
Pavement Marking					225	11	236
Sealcoat/Crack Sealing					400	200	600
	1945	890	665	295	1426	510	5731
<b>BRIDGES/CULVERTS</b>							
Clinton					200	50	250
Dennison Rd Bridge					65	25	90
Emergency culverts					-	0	0
Platt					200	50	250
Scio Church					200	50	250
	0	0	0	0	665	175	840
<b>PRIMARY ROAD TOTAL</b>	<b>2145</b>	<b>920</b>	<b>665</b>	<b>735</b>	<b>2601</b>	<b>985</b>	<b>8051</b>
<b>LOCAL ROADS</b>							
<b>BRIDGES/CULVERTS</b>							
Emergency culverts					0	0	0
Bethel Church	0	150	15		150	15	330
Five Mile Road Culvert		100	25		100	25	250
Van Tuyle Road Culvert		100	25		100	25	250
	0	350	65	0	350	65	830
<b>OTHER</b>							
Scio SAD	0						0
Various SADs	0		0				0
Traffic Calming		75	25				100
Sealcoat					0	0	0
Township Matching Drainage		50	150		50	150	400
Township Matching Program		309	926		280	520	2035
Pavement Marking					41	2	43
	0	434	1101	0	371	672	2578
<b>LOCAL ROAD TOTAL</b>	<b>0</b>	<b>784</b>	<b>1166</b>	<b>0</b>	<b>721.2</b>	<b>736.8</b>	<b>3408</b>
<b>PRIMARY &amp; LOCAL TOTAL</b>	<b>2145</b>	<b>1704</b>	<b>1831</b>	<b>735</b>	<b>3,323</b>	<b>1,721</b>	<b>11459</b>

Note:

Numbers that are bold represent a new or changed amount.  
[2] Preliminary Engineering Only

Date:

25-Jul-17



**Michigan Transportation Fund scenarios**

**(based on new revenue)**

<b>2.5% reduction</b>	<b>No reduction</b>	<b>2.5% increase</b>
-----------------------	---------------------	----------------------

	<b>2018 BUDGET</b>	<b>2018 BUDGET</b>	<b>2018 BUDGET</b>
<b>REVENUES</b>			
Mich. Transportation Fund	24,375	25,000	25,625
Federal/State Funds	13,572	13,572	13,572
Trunkline Maintenance	2,370	2,370	2,370
Township Contribution	3,175	3,175	3,175
Other Contribution	6,528	6,528	6,528
Miscellaneous Inc.	2,501	2,501	2,501
<b>TOTAL</b>	<b>52,521</b>	<b>53,146</b>	<b>53,771</b>
<b>EXPENDITURES</b>			
Administration	1,134	1,134	1,134
Operations	9,333	9,333	9,333
Engineering	2,982	2,982	2,982
Nondepartmental	8,322	8,322	8,322
Debt Service	2,039	2,039	2,039
Total expenditures b/f project expenditures	23,809	23,809	23,809
Project expenditures: Reimb Road, C/O and STL	30,771	30,771	30,771
	30,771	30,771	30,771
<b>TOTAL EXPENSES</b>	<b>54,581</b>	<b>54,581</b>	<b>54,581</b>
<b>REVENUES Over/(Under) EXP</b>	<b>(2,059)</b>	<b>(1,434)</b>	<b>(809)</b>
2016 Fund Balance (Audited)	11,726	11,726	11,726
2017 Fund Balance (projected)	8,780	8,780	8,780
2018 Fund Balance (projected)	6,721	7,346	7,971

VOUCHER #

10258

WASHTENAW COUNTY  
BOARD OF ROAD COMMISSIONERS  
ANN ARBOR, MICHIGAN

DATE August 8, 2017

WARRANT #

AMOUNT \$ 294,558.58

ACCT. CODE 20

TO: WASHTENAW COUNTY ROAD COMMISSION

ITEMS	DISCOUNT	CLASSIFICATION	GROSS AMT.
20104600.800000			
PAYROLL FOR August 9, 2017			\$ 294,558.58
GROSS PAYROLL \$ 303,226.94			
<u>A.C.H.</u>			
Payroll Direct Deposit \$ 190,080.91			
Deferred Comp \$ 9,678.68			

It is hereby certified that the above account is true and correct and that no part of it has been paid.

To the County Clerk:  
The within account has been carefully checked and audited. You are hereby directed to draw your warrant upon the County Treasurer for the above amount payable from the County Road Fund.

\_\_\_\_\_  
CONTROLLER

The above account approved by:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
MEMBER

\_\_\_\_\_  
MANAGING - DIRECTOR & DEPUTY CLERK OF THE BOARD

\_\_\_\_\_  
BOARD OF COUNTY ROAD COMMISSIONERS

VOUCHER # 10259

WASHTENAW COUNTY  
BOARD OF ROAD COMMISSIONERS

ANN ARBOR, MICHIGAN

DATE August 8, 2017

WARRANT # \_\_\_\_\_

AMOUNT \$1,118,179.02

ACCT. CODE 20

TO: WASHTENAW COUNTY ROAD COMMISSION

ITEMS	DISCOUNT	CLASSIFICATION	GROSS AMT.
20104600.800000			\$ 1,095,646.04
FICA/MEDICARE			\$ 22,532.98
ACCOUNTS PAYABLE FOR August 9, 2017			

It is hereby certified that the above account is true and correct and that no part of it has been paid.

To the County Clerk:  
The within account has been carefully checked and audited. You are hereby directed to draw your warrant upon the County Treasurer for the above amount payable from the County Road Fund.

\_\_\_\_\_  
CONTROLLER

The above account approved by:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
MEMBER

\_\_\_\_\_  
MANAGING - DIRECTOR & DEPUTY CLERK OF BOARD

\_\_\_\_\_  
BOARD OF COUNTY ROAD COMMISSIONERS

Date 08/08/2017  
Time 06:44:50

Washtenaw County Road Commission  
AP - Check Register

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tbalkwell

----- Check -----		----- Vendor -----		Check
Number	Date	Number	Name	Amount
74543	08/09/2017	1STAYD	1ST AYD CORPORATION	1,129.00
74544	08/09/2017	ADVAUT	ADVANCE AUTO PARTS	123.20
74545	08/09/2017	AGGIND	AGGREGATE INDUSTRIES, MGMT INC	79,337.02
74546	08/09/2017	AISCON	AIS CONSTRUCTION EQUIPMENT	1,925.23
74547	08/09/2017	TWOMEN	AN3 LLC	604.56
74548	08/09/2017	ANNBAN	ANN ARBOR STATE BANK	14,951.83
74549	08/09/2017	AAWELD	ANN ARBOR WELDING SUPPLY	568.65
74550	08/09/2017	ASPCON	ASPHALT CONCRETE SERVICE	2,862.50
74551	08/09/2017	ASTENV	ASTI ENVIRONMENTAL	5,000.00
74552	08/09/2017	AURLAN	AURORA LANDSCAPE DESIGN	875.00
74553	08/09/2017	AUTSER	AUTOMOTIVE SERVICE CO.	280.68
74554	08/09/2017	BANIND	BANDIT INDUSTRIES INC	310.48
74555	08/09/2017	BESBLO	BEST BLOCK OF ANN ARBOR	102.50
74556	08/09/2017	BLUECR	BLUE CROSS BLUE SHIELD OF MI	280,039.00
74557	08/09/2017	BURIND	BURNS INDUSTRIAL SUPPLY	80.81
74558	08/09/2017	CADASP	CADILLAC ASPHALT LLC	207,584.20
74559	08/09/2017	CARGAB	CARRIER & GABLE INC	12,529.20
74560	08/09/2017	CHELUM	CHELSEA LUMBER COMPANY	41.50
74561	08/09/2017	CHESTA	CHELSEA STATE BANK	29,229.22
74562	08/09/2017	CHOSOL	CHLORIDE SOLUTIONS, LLC	15,794.49
74563	08/09/2017	CITCHE	CITY OF CHELSEA	247.93
74564	08/09/2017	COMCAS	COMCAST	553.72
74565	08/09/2017	CONMCK	CONLIN, MCKENNEY & PHILBRICK	2,074.00
74566	08/09/2017	CONENG	CONSUMERS ENERGY	1,008.24
74567	08/09/2017	CONTRA	CONTRACTORS CONNECTION INC	283.55
74568	08/09/2017	CONREN	CONTRACTORS RENTAL	7,350.00
74569	08/09/2017	COUCUT	COUGAR SALES & RENTAL INC	218.94
74570	08/09/2017	CUMMIC	CUMMINS BRIDGEWAY LLC	1,114.72
74571	08/09/2017	DKTRUC	D & K TRUCK COMPANY	263.50
74572	08/09/2017	DANEXC	DAN'S EXCAVATING INC	37,377.19
74573	08/09/2017	DEXMIL	DEXTER MILL	318.45
74574	08/09/2017	DORSIG	DORNBOS SIGN & SAFETY INC	2,202.05
74575	08/09/2017	DTEENE	DTE ENERGY	2,171.79
74576	08/09/2017	DTENER	DTE ENERGY	11,866.86
74577	08/09/2017	ELETER	ELECTRICAL TERMINAL SERVICE IN	153.82
74578	08/09/2017	FARUND	FARMER & UNDERWOOD TRUCKING	4,723.91
74579	08/09/2017	FISTHO	FISHBECK THOMPSON CARR & HUBER	20,882.50
74580	08/09/2017	FLEPRI	FLEET PRIDE	Void
74581	08/09/2017	FLEPRI	FLEET PRIDE	2,159.69
74582	08/09/2017	FLINEW	FLINT NEW HOLLAND INC	27.71
74583	08/09/2017	GTSERV	G & T SERVICES INC	5,160.00
74584	08/09/2017	GMSONS	GM & SONS INC	17,575.00
74585	08/09/2017	GRAING	GRAINGER INC	724.92
74586	08/09/2017	GROUP0	GROUP 31 SUPPLY	798.53
74587	08/09/2017	HEAEQU	HEALTH EQUITY	1,872.32
74588	08/09/2017	HEASMA	HEARTSMART.COM	148.95
74589	08/09/2017	INDAGE	INDEPENDENT AG EQUIPMENT	23.14
74590	08/09/2017	JACTRU	JACKSON TRUCK SERVICE INC	895.59
74591	08/09/2017	JASKNI	JASON KNIGHT	12.50

Date 08/08/2017  
Time 06:44:50

Washtenaw County Road Commission  
AP - Check Register

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tbalkwell

----- Check -----		----- Vendor -----		Check
Number	Date	Number	Name	Amount
74592	08/09/2017	JOHSAN	JOHNS SANITATION SERVICE INC	85.00
74593	08/09/2017	KNOCOM	KNOX COMPANY	326.00
74594	08/09/2017	LARDOO	LAROY DOOR & CONTRACTING	2,625.00
74595	08/09/2017	LAWPRO	LAWSON PRODUCTS INC	1,030.87
74596	08/09/2017	LENFUE	LENAWEE FUELS INC	44,678.26
74597	08/09/2017	LOWES0	LOWES	264.98
74598	08/09/2017	MADELE	MADISON ELECTRIC CO	1,940.60
74599	08/09/2017	DRMAKS	MAK KRZECZKOWSKI	4,300.00
74600	08/09/2017	MATTES	MATERIALS TESTING	2,598.80
74601	08/09/2017	MENINC	MENARD INC	461.09
74602	08/09/2017	MICKLU	MICHAEL R KLUCK & ASSOCIATES	1,107.98
74603	08/09/2017	MICCAT	MICHIGAN CAT	124.34
74604	08/09/2017	MIPAVE	MICHIGAN PAVEMENT MARKINGS LLC	26,393.60
74605	08/09/2017	MIDMAI	MIDWEST MAINTENANCE SERVICES	2,417.56
74606	08/09/2017	MERS00	MUNICIPAL EMPLOYEES RETIREMENT	167,472.00
74607	08/09/2017	NAPAUT	NAPA AUTOPARTS	691.47
74608	08/09/2017	NAPLAW	NAPOLEON LAWN & LEISURE INC.	355.00
74609	08/09/2017	NATHIG	NATIONAL HIGHWAY MAINT SYSTEM	2,400.00
74610	08/09/2017	NICVAN	NICOLE PETERSON	20.00
74611	08/09/2017	NORCON	NORTHERN CONCRETE PIPE INC	1,144.60
74612	08/09/2017	OCCHEA	OCCUPATIONAL HEALTH CENTERS OF	294.00
74613	08/09/2017	OPIS00	OPIS	363.00
74614	08/09/2017	ORIDIA	ORIGIN DIAGNOSTICS LLC	96.00
74615	08/09/2017	OSCLAR	OSCAR W LARSON COMPANY	750.00
74616	08/09/2017	PARAUT	PARTS PEDDLER AUTO SUPPLY	28.68
74617	08/09/2017	PENTOO	PENNSYLVANIA TOOL	205.91
74618	08/09/2017	PITBOW	PITNEY BOWES	144.25
74619	08/09/2017	PRITEC	PRINT-TECH INC	258.93
74620	08/09/2017	QUFIRE	QUALITY FIRE SERVICES	927.95
74621	08/09/2017	QUAFIR	QUALITY FIRST AID	294.41
74622	08/09/2017	RECYCL	RECYCLE ANN ARBOR	740.00
74623	08/09/2017	REDWIN	RED WING BRANDS OF AMERICA	451.74
74624	08/09/2017	RENJOH	RENT A JOHN	95.00
74625	08/09/2017	REPSEB	REPUBLIC SERVICES #241	90.00
74626	08/09/2017	RICOH0	RICOH USA, INC	101.67
74627	08/09/2017	RSENGI	RS ENGINEERING, LLC	3,241.54
74628	08/09/2017	SAFKLE	SAFETY KLEEN CORPORATION	943.45
74629	08/09/2017	SHEWIL	SHERWIN WILLIAMS	1,239.58
74630	08/09/2017	SIGTEC	SIGMA TECHNOLOGIES	897.71
74631	08/09/2017	STAINS	STANDARD INSURANCE COMPANY	9,376.22
74632	08/09/2017	STOMIC	STONECO OF MICHIGAN	1,166.58
74633	08/09/2017	SUBCHE	SUBURBAN CHEVROLET	600.74
74634	08/09/2017	SUNTIM	THE SUN TIMES	30.00
74635	08/09/2017	TIDENT	TIDY MRO ENTERPRISES	640.38
74636	08/09/2017	TOMMAR	TOMMARK, INC	62.29
74637	08/09/2017	TRITRU	TRI-COUNTY INTERNATIONAL	1,036.70
74638	08/09/2017	TRUSPE	TRUCK & TRAILER SPECIALTIES	32.39
74639	08/09/2017	ARRUNI	UNIFIRST	443.02
74640	08/09/2017	ARRUNI	UNIFIRST	4.32

Date 08/08/2017  
Time 06:44:50

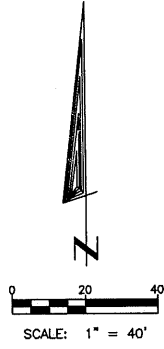
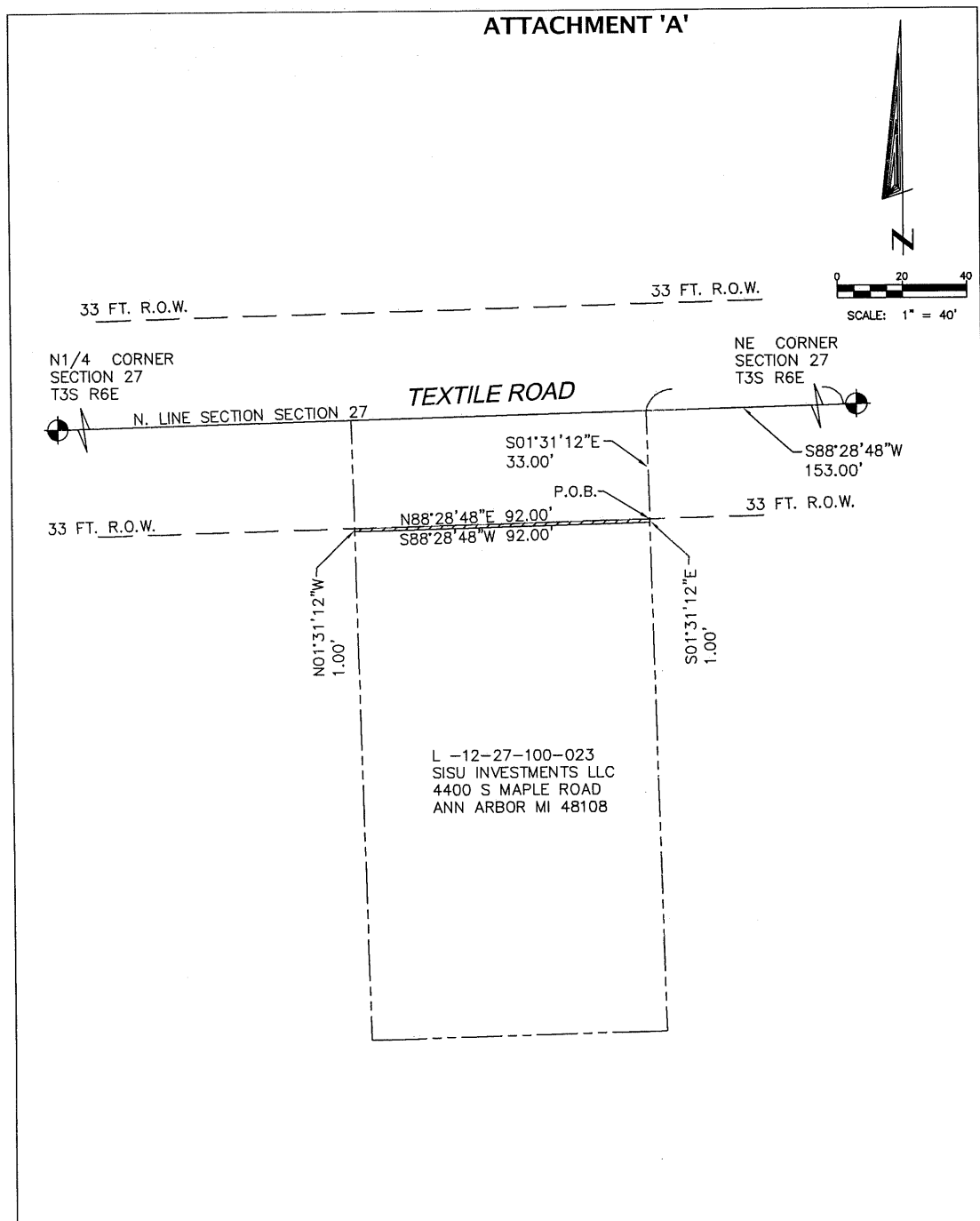
Washtenaw County Road Commission  
AP - Check Register

Page 3 of 3  
tbalkwell

----- Check -----		----- Vendor -----		Check
Number	Date	Number	Name	Amount
74641	08/09/2017	VARPRO	VARIPRO	13,845.87
74642	08/09/2017	VARFOR	VARSITY FORD SALES INC	202.63
74643	08/09/2017	VERWIR	VERIZON WIRELESS	382.15
74644	08/09/2017	VILMAN	VILLAGE OF MANCHESTER	2,083.19
74645	08/09/2017	WASARE	WASHTENAW AREA TRANSPORTATION	13,000.00
74646	08/09/2017	WASCOU	WASHTENAW COUNTY	5,560.00

Report Total 1,095,646.04

ATTACHMENT 'A'



**LEGEND**

PUBLIC LAND SURVEY SYSTEM CORNER

*DIMENSIONS AND AREAS BASED ON TAX PARCEL DESCRIPTIONS. NOT BASED ON ACTUAL FIELD SURVEY.  
THIS DOCUMENT IS NOT A P.A. 132 SURVEY*

**AREA**

PROPOSED RIGHT OF WAY ACQUISITION  
AREA: 0.002 AC (92 SF)

BASIS OF BEARINGS:  
FTCH FIELD SURVEY 2016/2017



DATE:	06/22/2017
DRAWN:	J.A.M.
CHECKED:	C.M.B.
FILE:	ENG/2018/TEXTILE/SURVEY/ROWDESC
PROJ. NO.:	
REVISED:	

**PROPOSED RIGHT OF WAY  
TEXTILE ROAD**

NORTHEAST QUARTER  
SECTION 27, T.3S., R.6E.  
WASHTENAW COUNTY  
MICHIGAN

**ATTACHMENT 'A'**

**LEGAL DESCRIPTION - PARENT PARCEL L-12-27-100-023**

COMMENCING AT THE NORTHEAST CORNER OF SECTION, THENCE WEST 153 FEET IN THE NORTH LINE OF SECTION FOR A POINT OF BEGINNING; THENCE SOUTH 190 FEET; THENCE WEST 92 FEET; THENCE NORTH 190 FEET; THENCE EAST 92 FEET TO THE POINT OF BEGINNING, BEING PART OF THE NORTHEAST QUARTER OF SECTION 27, TOWN 3 SOUTH RANGE 6 EAST, 0.40 ACRES.

BASIS OF BEARINGS:  
WASHTENAW COUNTY G.I.S. PARCEL REPORT GENERATED ON 06/22/2017

**LEGAL DESCRIPTION - RIGHT OF WAY**

A RIGHT OF WAY LOCATED IN THE NORTHEAST QUARTER OF SECTION 27, TOWN 3 SOUTH, RANGE 6 EAST, PITTSFIELD TOWNSHIP, WASHTENAW COUNTY, MICHIGAN, BEING MORE PARTICULARLY DESCRIBED AS:

COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION, THENCE ALONG THE NORTH SECTION LINE AND CENTERLINE OF TEXTILE ROAD, S88°28'48"W 153.00 FEET; THENCE S01°31'12"E 33.00 FEET TO THE EXISTING SOUTHERLY RIGHT OF WAY LINE OF TEXTILE ROAD, SAID POINT ALSO BEING THE POINT OF BEGINNING; THENCE S01°31'12"E 1.00 FEET; THENCE ALONG A LINE 34.00 FEET SOUTH OF AND PARALLEL WITH THE NORTH LINE SECTION 27, S88°28'48"W 92.00 FEET; THENCE N01°31'12"W 1.00 FEET TO THE EXISTING SOUTHERLY RIGHT OF WAY LINE OF TEXTILE ROAD; THENCE ALONG THE EXISTING SOUTHERLY RIGHT OF WAY LINE OF TEXTILE ROAD, N88°28'48"E 92.00 FEET TO THE POINT OF BEGINNING. SAID RIGHT OF WAY CONTAINING 0.002ACRES ( 92 SQUARE FEET) OF LAND, MORE OR LESS.) ALSO BEING SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

BASIS OF BEARINGS:  
FTCH FIELD SURVEY 2016/2017

*DIMENSIONS AND AREAS BASED ON TAX  
PARCEL DESCRIPTIONS, NOT BASED ON  
ACTUAL FIELD SURVEY.*

*THIS DOCUMENT IS NOT A  
P.A. 132 SURVEY*

BASIS OF BEARINGS:  
FTCH FIELD SURVEY 2016/2017



DATE:	06/22/2017
DRAWN:	J.A.M.
CHECKED:	C.M.B.
FILE:	ENG/2018/TEXTILE/SURVEY/ROWDESC
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REVISED:	

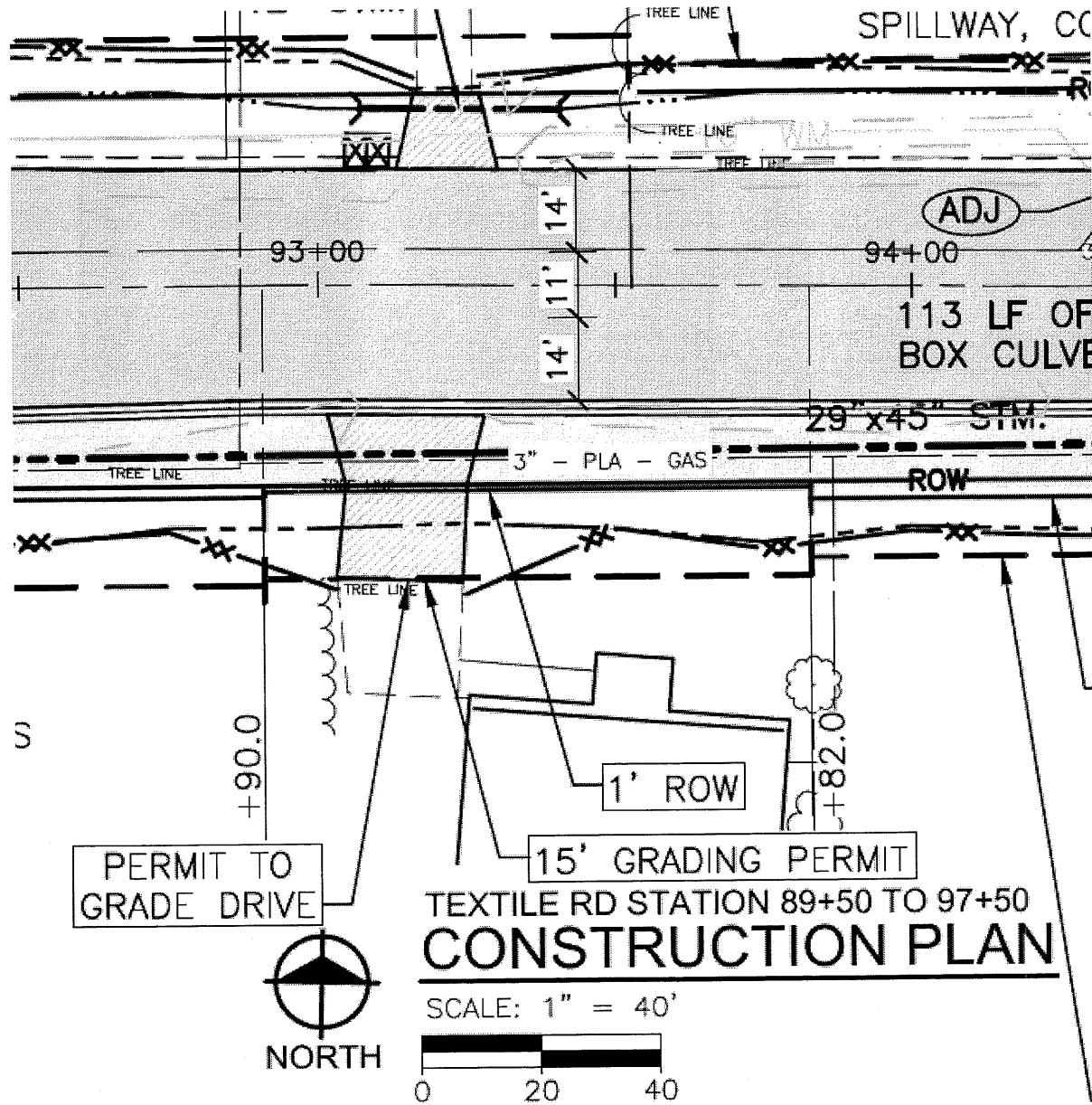
**PROPOSED RIGHT OF WAY  
TEXTILE ROAD**

NORTHEAST QUARTER  
SECTION 27, T.3S., R.6E.  
WASHTENAW COUNTY  
MICHIGAN

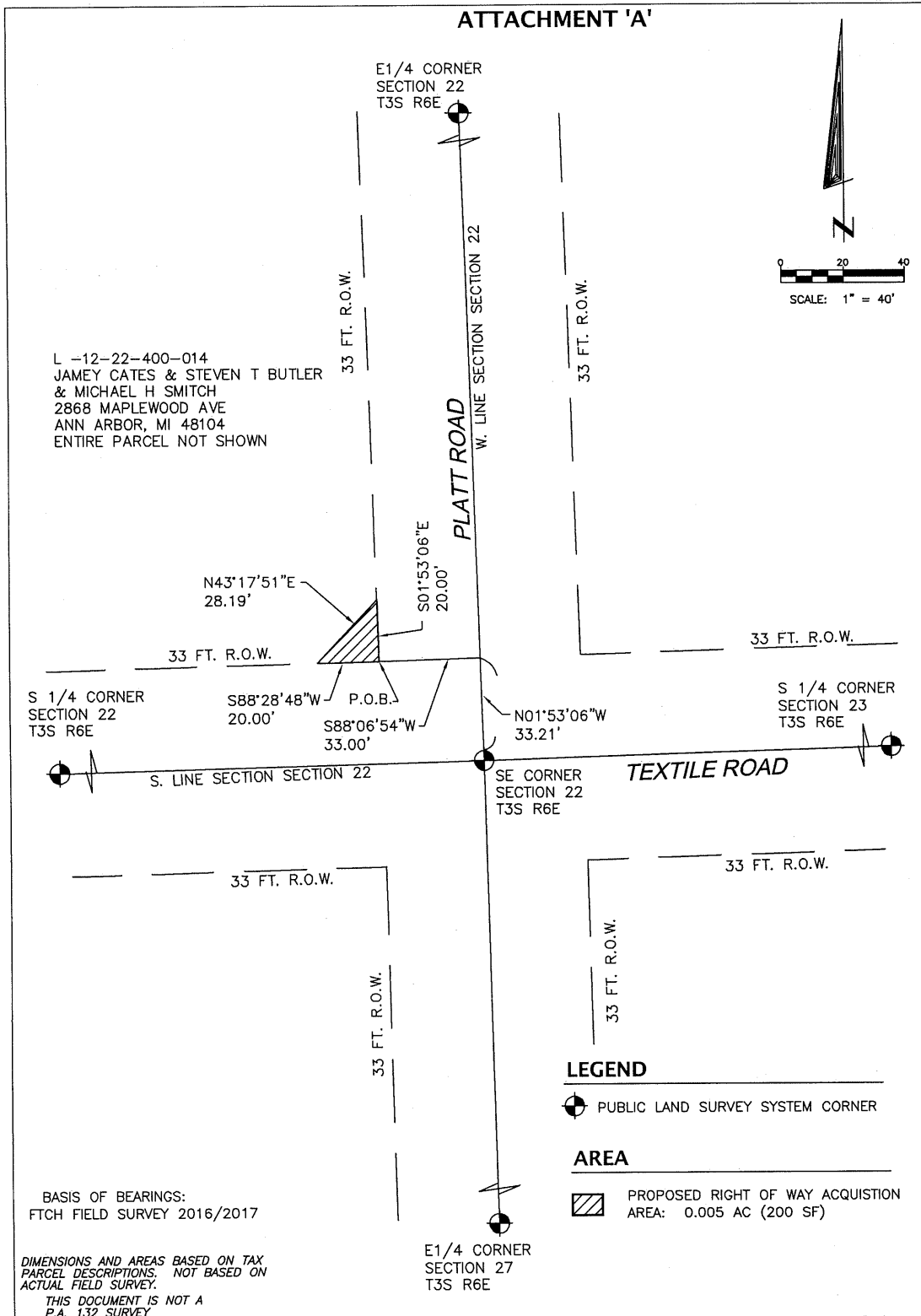
SHEET: 2 OF 2



ATTACHMENT "B"



ATTACHMENT 'A'



DATE:	06/07/2017
DRAWN:	J.A.M.
CHECKED:	C.M.B.
FILE:	ENG/2018/TEXTILE/SURVEY/ROWDESC
PROJ. NO.:	
REVISED:	

**PROPOSED RIGHT OF WAY  
TEXTILE ROAD**

SOUTHEAST QUARTER  
SECTION 22, T.3S., R.6E.  
WASHTENAW COUNTY  
MICHIGAN

SHEET: 1 OF 2

**ATTACHMENT 'A'**

**LEGAL DESCRIPTION - PARENT PARCEL L -12-22-400-014**

BEGINNING AT THE SOUTHEAST CORNER OF SECTION 22, THENCE N89°39'37"W 183.0 FEET ALONG THE SOUTH LINE OF SECTION, THENCE DUE NORTH 298.08 FEET; THENCE S89°33'11"W 150.0 FEET; THENCE DUE SOUTH 296.02 FEET; THENCE N89°39'37"W 326.48; THENCE N00°18'22"W 541.52 FEET; THENCE N89°33'11"E 662.38 FEET; THENCE DUE SOUTH 550.59 FEET ALONG THE EAST LINE OF SECTION TO THE POINT OF BEGINNING, BEING A PART OF THE SOUTHEAST QUARTER OF SECTION 22, TOWN 3 SOUTH RANGE 6 EAST. 7.27 ACRES  
 BASIS OF BEARINGS:  
 WASHTENAW COUNTY G.I.S. PARCEL REPORT GENERATED ON 06-05-2017

**LEGAL DESCRIPTION - RIGHT OF WAY**

A RIGHT OF WAY LOCATED IN THE SOUTHEAST QUARTER OF SECTION 22, TOWN 3 SOUTH, RANGE 6 EAST, PITTSFIELD TOWNSHIP, WASHTENAW COUNTY, MICHIGAN, BEING MORE PARTICULARLY DESCRIBED AS

COMMENCING AT THE SOUTHEAST CORNER OF SECTION 22 THENCE N01°53'06"W 33.21 FEET ALONG THE EAST LINE OF SAID SECTION AND CENTERLINE OF PLATT ROAD; THENCE S88°06'54"W 33.00 FEET TO THE INTERSECTION OF THE EXISTING WESTERLY RIGHT OF WAY LINE OF PLATT ROAD WITH THE EXISTING NORTHERLY RIGHT OF WAY LINE OF TEXTILE ROAD, SAID POINT ALSO BEING THE POINT OF BEGINNING; THENCE ALONG THE EXISTING NORTHERLY RIGHT OF WAY LINE OF TEXTILE ROAD, S88°28'48"W 20.00 FEET; THENCE N43°17'51"E 28.19 FEET TO A POINT ON THE EXISTING WESTERLY RIGHT OF WAY LINE OF PLATT ROAD; THENCE ALONG THE EXISTING WESTERLY RIGHT OF WAY LINE OF PLATT ROAD, S 01°53'06"E 20.00 FEET TO THE POINT OF BEGINNING. SAID RIGHT OF WAY CONTAINING 200 SQUARE FEET ( 0.005 ACRES) OF LAND, MORE OR LESS. ALSO BEING SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

BASIS OF BEARINGS:  
 FTCH FIELD SURVEY 2016/2017

BASIS OF BEARINGS:  
 FTCH FIELD SURVEY 2016/2017

*DIMENSIONS AND AREAS BASED ON TAX  
 PARCEL DESCRIPTIONS. NOT BASED ON  
 ACTUAL FIELD SURVEY.  
 THIS DOCUMENT IS NOT A  
 P.A. 132 SURVEY*

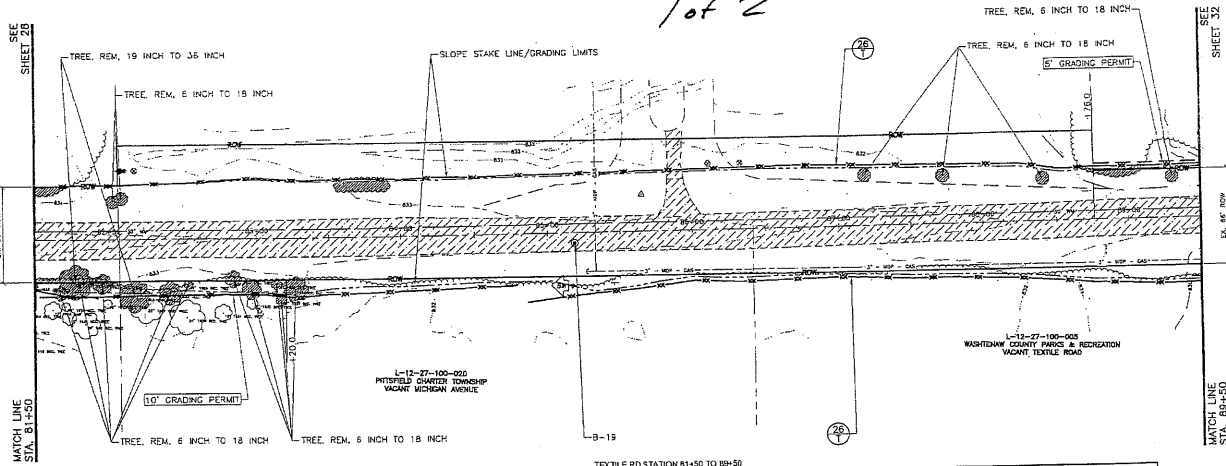


DATE:	06/07/2017
DRAWN:	J.A.M.
CHECKED:	C.M.B.
FILE:	ENG/2018/TEXTILE/SURVEY/ROWDESC
PROJ. NO.:	
REVISED:	

**PROPOSED RIGHT OF WAY  
 TEXTILE ROAD**

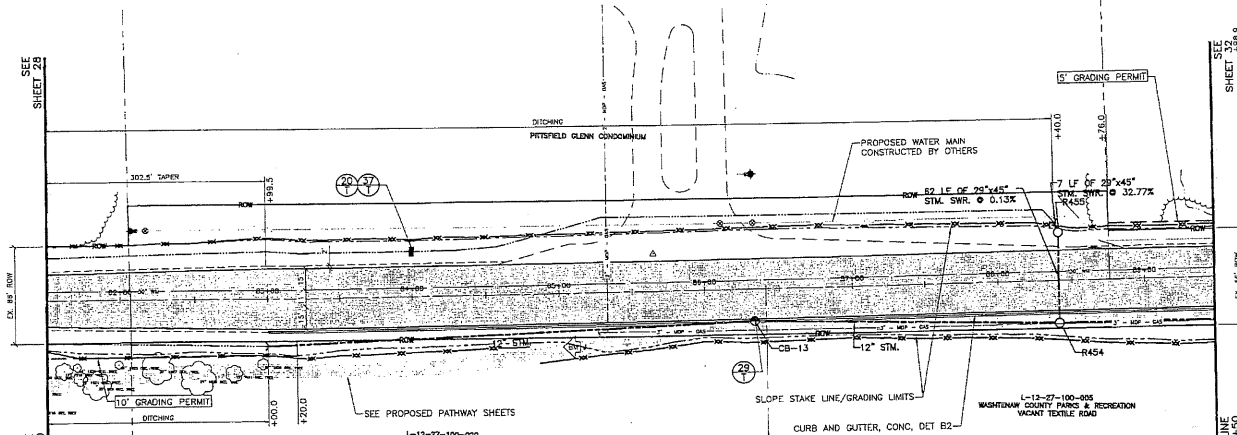
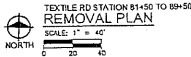
SOUTHEAST QUARTER  
 SECTION 22, T.3S., R.6E.  
 WASHTENAW COUNTY  
 MICHIGAN

Attachment "B"  
1 of 2



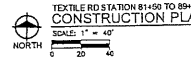
REMOVAL QUANTITIES		
QUANTITY	UNIT	PAY ITEM
2	EA	TREE, REM. 19 INCH TO 36 INCH
16	EA	TREE, REM. 6 INCH TO 18 INCH
6.0	STA	ROADWAY GRADING

SOIL EROSION QUANTITIES		
QUANTITY	UNIT	PAY ITEM
1	EA	EROSION CONTROL, CHECK DAM, STONE
1	EA	EROSION CONTROL, INLET PROTECTION, FABRIC DROP
1	EA	EROSION CONTROL, SEDIMENT TRAP
1,355	FT	EROSION CONTROL, SALT FENCE



CONSTRUCTION QUANTITIES		
QUANTITY	UNIT	PAY ITEM
8.5	STA	DITCHING
437	SYD	AGGREGATE BASE, 4 INCH, MODIFIED
3,812	SYD	AGGREGATE BASE, 8 INCH, MODIFIED
212	SYD	SHOULDER, CL II, 5 INCH, MODIFIED
1	EA	SEWER, CL E, 12 INCH, TR DET B
543	FT	WOOD TYPING SEWER AND CULV PIPE
160	FT	SEWER, RENT CONC SLIP, HE CL A, 24 INCH BY 45 INCH, TR DET A
2	EA	DR STRUCTURE COVER, TYPE S
1	EA	DR STRUCTURE COVER, TYPE J
1	EA	DR STRUCTURE, 48 INCH DIA
1	EA	DR STRUCTURE, 72 INCH DIA

CONSTRUCTION QUANTITIES		
QUANTITY	UNIT	PAY ITEM
1	EA	DR STRUCTURE, 48 INCH DIA
600	FT	UNDERDRAIN, PIPE, OPEN-GRADED, 1 INCH
684	TON	HMA, 451
436	TON	HMA, SET
551	FT	CURB AND GUTTER, CONC, DET B2
1,688	SYD	TURF ESTABLISHMENT, PERFORMANCE



**OLD MESS DIG**  
3rd Water District  
Michigan  
Dug Cal  
1-800-482-7171  
www.oldmessdig.com

**fitch**  
engineers  
scientists  
architects  
constructors

**BENCHMARKS**  
BM J  
SET MAG SPIKE ON NORTH SIDE 16' DEC TREE  
#1955 ON SOUTH SIDE OF TEXTILE +/- 100'  
WEST OF DEVELOPMENT ENTRANCE  
ELEV 833.64

**SYMBOL LEGEND**

- ASPHALT REMOVAL (PAID FOR AS HMA SURFACE, REM)
- GRAVEL REMOVAL (PAID FOR AS ROADWAY GRADING)
- COLD MILLING HMA SURFACE
- ABANDON UTILITY
- SAWCUT
- REMOVE CURB AND CUTTER OR UTILITY
- REMOVE TREE (INCLUDED IN CLEARING, MODIFIED)
- BITUMINOUS PAVEMENT
- HMA APPROACH
- CONCRETE
- RELOCATE BY OTHERS
- ADJUST STRUCTURE COVER
- PROPOSED OR REINSTALLED SIGN

**NOTES**

PROPOSED STORM SEWER PIPE DATA			
CONNECTION	SIZE	LENGTH	SLOPE
E3-14-R455	20"	7 LF	0.11%
R455-R454	20"	82 LF	0.13%

TEXTILE RD STATION 81+50 TO 89+50  
**REMOVAL AND CONSTRUCTION PLAN**  
SCALE: 1" = 40'  
0 20 40 80

Washtenaw County Road Commission  
Pittsfield Township, Washtenaw County  
Textile Road Reconstruction and Pathway Project

Drawn By: R22  
Designer: A/D  
Reviewer: RAF  
Manager: CSW  
PROJECT NO.: G160685  
SHEET NO.:

**30**  
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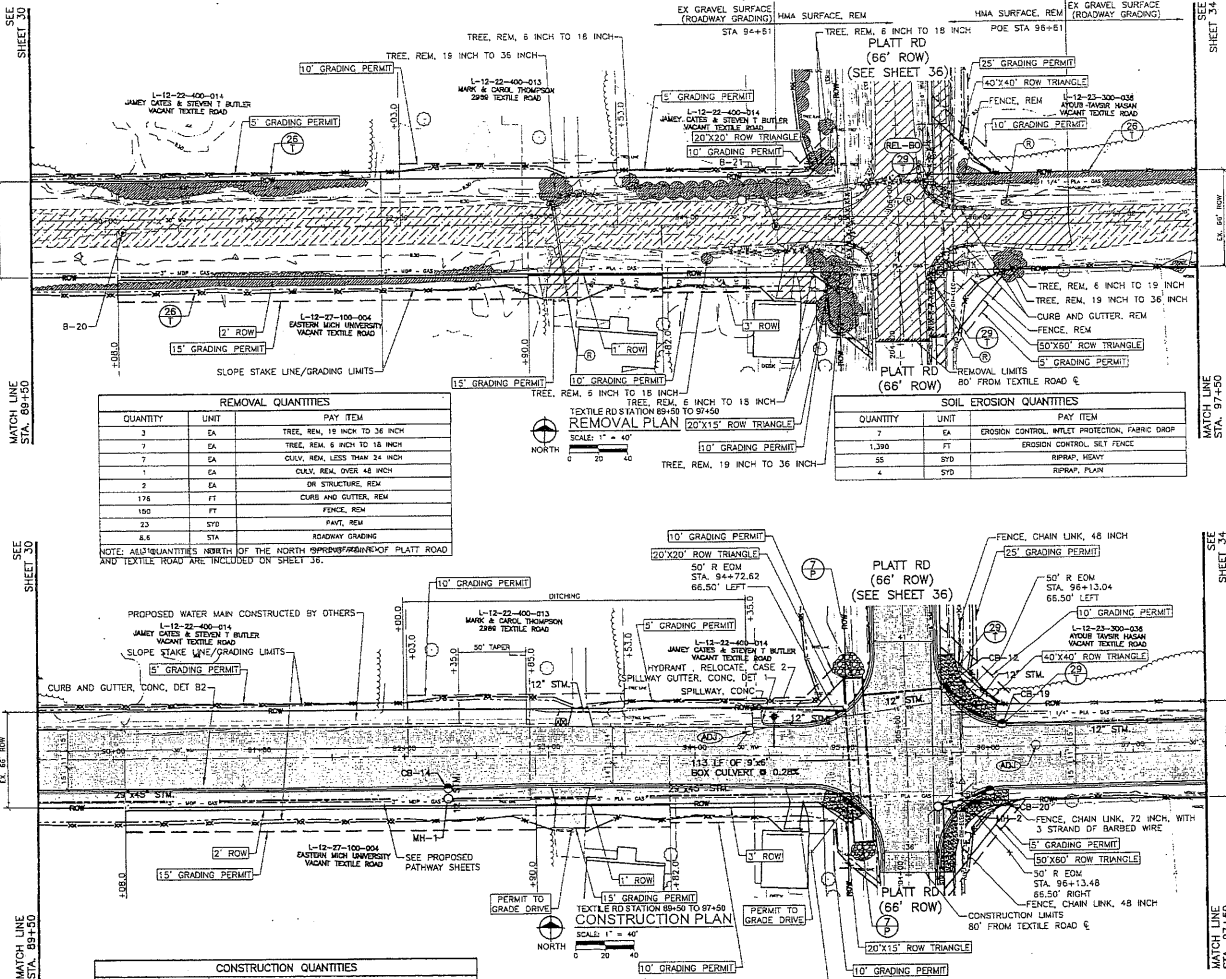
Attachment "B"  
2 of 2



**frch**

engineers  
scientists  
architects  
constructors

Washtenaw County Road Commission  
Pittsfield Township, Washtenaw County  
Textile Road Reconstruction and Pathway Project



**REMOVAL QUANTITIES**

QUANTITY	UNIT	PAY ITEM
3	EA	TREE, REM. 18 INCH TO 36 INCH
7	EA	TREE, REM. 6 INCH TO 18 INCH
7	EA	CUV. REM. LESS THAN 24 INCH
1	EA	CUV. REM. OVER 24 INCH
2	EA	OR STRUCTURE REM.
176	FT	CURB AND GUTTER, REM.
150	FT	FENCE, REM.
23	SYD	PAVT. REM.
8.6	STA	ROADWAY GRADING

NOTE: ALL QUANTITIES NORTH OF THE NORTH SIDE OF PLATT ROAD AND TEXTILE ROAD ARE INCLUDED ON SHEET 35.

**SOIL EROSION QUANTITIES**

QUANTITY	UNIT	PAY ITEM
7	EA	EROSION CONTROL, INLET PROTECTION, FABRIC DARP
1,380	FT	EROSION CONTROL, SET FENCE
55	SYD	RIPRAP, HEAVY
4	SYD	RIPRAP, PLAIN

**CONSTRUCTION QUANTITIES**

QUANTITY	UNIT	PAY ITEM
2.4	STA	DITCHING
323	SYD	AGGREGATE BASE, 4 INCH, MODIFIED
4,337	SYD	AGGREGATE BASE, 8 INCH, MODIFIED
105	SYD	SHOULDER, CL. & 5 INCH, MODIFIED
3	EA	CUV. END SECT, 12 INCH
34	FT	CUV. CL. F., 18 INCH
249	FT	SEWER, CL. & 18 INCH, TR DET B
971	FT	WEGD TAPPING SEWER AND CUVY PIPE
555	FT	SEWER, REINF CONC. ELP, HE CL. A, 28 INCH BY 45 INCH, TR DET A
2	EA	OR STRUCTURE, ANL, CASE 1
2	EA	OR STRUCTURE COVER, TYPE B
4	EA	OR STRUCTURE COVER, TYPE J
5	EA	OR STRUCTURE, 48 INCH DA
1	EA	OR STRUCTURE, 60 INCH DA
10	FT	UNDERDRAIN, OUTLET, 4 INCH
1	EA	UNDERDRAIN, OUTLET ENDING, 4 INCH

**CONSTRUCTION QUANTITIES**

QUANTITY	UNIT	PAY ITEM
828	FT	UNDERDRAIN, PIPE, OPEN-CRAGGED, 4 INCH
113	FT	CUV. PRECAST CONC. BOX, 9 FOOT BY 6 FOOT
2	EA	CONCRETE HEADWALL
739	TON	HMA, 4E1
493	TON	HMA, 5E1
30	TON	HMA APPROACH
1068	FT	CURB AND GUTTER, CONC. DET B2
1	EA	SHOULDER, CONC. DET 2
6	FT	SPILLWAY, CONC.
32	FT	DETECTABLE WARNING SURFACE
802	SFT	SIDEWALK, RAWF, CONC. 8 INCH

**CONSTRUCTION QUANTITIES**

QUANTITY	UNIT	PAY ITEM
852	SFT	SIDEWALK, CONC. 6 INCH
79	FT	GUARDRAIL, CURVED, TYPE B
1	EA	GUARDRAIL, APPROACH TERMINAL, TYPE 1B
2	EA	GUARDRAIL, DEPARTING TERMINAL, TYPE B
116	FT	FENCE, CHAIN LINK, 48 INCH
13	FT	FENCE, CHAIN LINK, 72 INCH, WITH 3 STRAND OF BARBED WIRE
1,799	SYD	TURF ESTABLISHMENT, PERFORMANCE
1	EA	HYDRANT, RELOCATE, CASE 2

**BENCHMARKS**

BM X ELEV. 833.56  
SET WAS SPOKE ON SOUTH SIDE OF UTILITY POLE AT SE CORNER OF TEXTILE AND PLATT

- SYMBOL LEGEND**
- ASPHALT REMOVAL (PAID FOR AS HMA SURFACE, REM)
  - GRAVEL REMOVAL (PAID FOR AS ROADWAY GRADING)
  - COLD MILLING HMA SURFACE
  - ABANDON UTILITY
  - SAWCUT
  - REMOVE CURB AND GUTTER OR UTILITY
  - REMOVE TREE (INCLUDED IN CLEARING, MODIFIED)
  - BITUMINOUS PAVEMENT
  - HMA APPROACH
  - CONCRETE
  - RELOCATE BY OTHERS
  - ADJUST STRUCTURE COVER
  - PROPOSED OR REINSTALLED SIGN
  - PROPOSED GUARDRAIL

**NOTES**

STATION	BACK OF DRIVE OFFSET FROM AL	PROPOSED DRIVEWAY WIDTH	PROPOSED DRIVEWAY SLOPE	HMA APPROACH, 3 INCH	AGGREGATE BASE, 6 INCH
	FT	FT	%	TON	SYD
83+15.41	48.8 L	20.0	2.84	13.0	99.0
83+21.91	32.4 R	11.0	3.55	4.0	29.0
84+29.49	50.1-33.5 L	22.0	8.90	13.0	73.0

**PROPOSED STORM STRUCTURE DATA**

STRUCTURE	SIZE	R/W	INVERT ELEVATION	STATION	OFFSET	COVER
CB-14	48"	831.31	12' S.	828.39	92+19.73	21.8
						TYPE J

**PROPOSED STORM SEWER PIPE DATA**

CONNECTION	SIZE	LENGTH	SLOPE
CB-14-248-1	12"	7 LF	4.10%

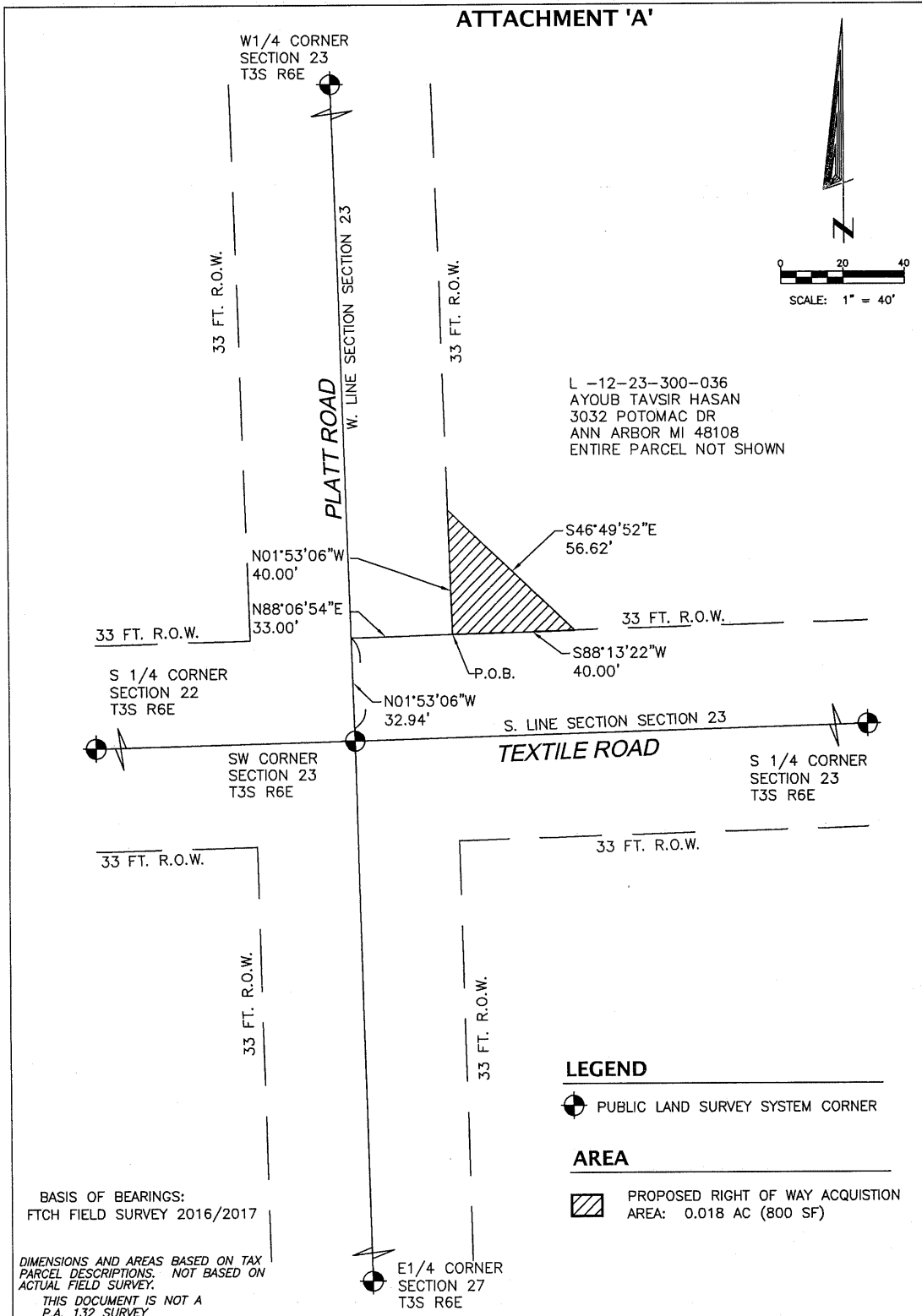
TEXTILE RD STATION 89+50 TO 97+50  
**REMOVAL AND CONSTRUCTION PLAN**  
SCALE: 1" = 40'

Drawn By: A02  
Designer: AAD  
Reviewer: KAP  
Manager: CEW

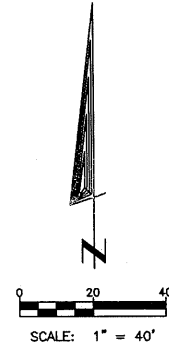
PROJECT NO.  
**G160685**  
SHEET NO.

**32**


ATTACHMENT 'A'




L -12-23-300-036  
 AYOUB TAVSIR HASAN  
 3032 POTOMAC DR  
 ANN ARBOR MI 48108  
 ENTIRE PARCEL NOT SHOWN



**LEGEND**

 PUBLIC LAND SURVEY SYSTEM CORNER

**AREA**

 PROPOSED RIGHT OF WAY ACQUISITION  
 AREA: 0.018 AC (800 SF)

BASIS OF BEARINGS:  
 FTCH FIELD SURVEY 2016/2017

DIMENSIONS AND AREAS BASED ON TAX  
 PARCEL DESCRIPTIONS. NOT BASED ON  
 ACTUAL FIELD SURVEY.

THIS DOCUMENT IS NOT A  
 P.A. 132 SURVEY



DATE:	06/07/2017
DRAWN:	J.A.M.
CHECKED:	C.M.B.
FILE:	ENG/2018/TEXTILE/SURVEY/ROWDESC
PROJ. NO.:	
REVISED:	

**PROPOSED RIGHT OF WAY  
 TEXTILE ROAD**

SOUTHWEST QUARTER  
 SECTION 23, T.3S., R.6E.  
 WASHTENAW COUNTY  
 MICHIGAN

**ATTACHMENT 'A'**

**LEGAL DESCRIPTION - PARENT PARCEL L-12-23-300-036**

BEGINNING AT THE SOUTHWEST CORNER OF SECTION 23, THENCE NORTH 445.5 FEET IN THE WEST LINE OF SECTION; THENCE N89°53'00"E 275.44 FEET; THENCE SOUTH 445.5 FEET; THENCE S89°53'00"W 275.44 FEET TO THE POINT OF BEGINNING, TOWN 3 SOUTH RANGE 6 EAST. 2.82 ACRES

BASIS OF BEARINGS:  
WASHTENAW COUNTY G.I.S. PARCEL REPORT GENERATED ON 06-05-2017

**LEGAL DESCRIPTION - RIGHT OF WAY**

A RIGHT OF WAY LOCATED IN THE SOUTHWEST QUARTER OF SECTION 23, TOWN 3 SOUTH, RANGE 6 EAST, PITTSFIELD TOWNSHIP, WASHTENAW COUNTY, MICHIGAN, BEING MORE PARTICULARLY DESCRIBED AS"

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 23, THENCE N01°53'06"W 32.94 FEET ALONG THE CENTERLINE OF PLATT ROAD AND WEST LINE OF SAID SECTION; THENCE N88°06'54"E 33.00 FEET TO THE INTERSECTION OF THE EXISTING EASTERLY RIGHT OF WAY LINE OF PLATT ROAD WITH THE EXISTING NORTHERLY RIGHT OF WAY LINE OF TEXTILE ROAD, SAID POINT ALSO BEING THE POINT OF BEGINNING; THENCE ALONG THE EXISTING EASTERLY RIGHT OF WAY LINE OF PLATT ROAD, N01°53'06"W 40.00 FEET; THENCE S46°49'52"E 56.62 FEET TO A POINT ON THE EXISTING NORTHERLY RIGHT OF WAY LINE OF TEXTILE ROAD; THENCE ALONG THE EXISTING NORTHERLY RIGHT OF WAY LINE OF TEXTILE ROAD, S88°13'22"W 40.00 FEET ALONG THE EXISTING NORTHERLY RIGHT OF WAY LINE OF TEXTILE ROAD TO THE POINT OF BEGINNING. SAID RIGHT OF WAY CONTAINING 800 SQUARE FEET (0.018 ACRES) OF LAND, MORE OR LESS. ALSO BEING SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

BASIS OF BEARINGS:  
FTCH FIELD SURVEY 2016/2017

BASIS OF BEARINGS:  
FTCH FIELD SURVEY 2016/2017

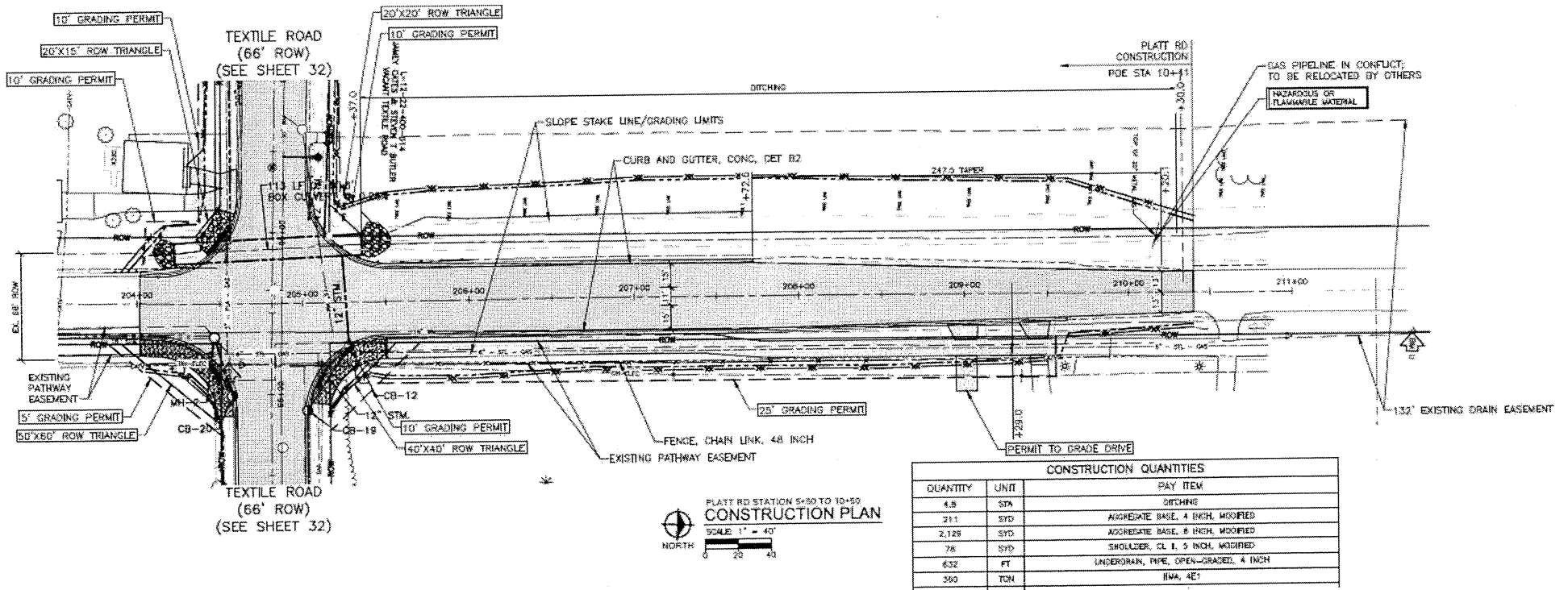
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THIS DOCUMENT IS NOT A  
P.A. 132 SURVEY*



DATE:	06/07/2017
DRAWN:	J.A.M.
CHECKED:	C.M.B.
FILE:	ENG/2018/TEXTILE/SURVEY/ROWDESC
PROJ. NO.:	
REVISED:	

<b>PROPOSED RIGHT OF WAY TEXTILE ROAD</b>
SOUTHWEST QUARTER SECTION 23, T.3S., R.6E. WASHTENAW COUNTY MICHIGAN

ATTACHMENT "B"



CONSTRUCTION QUANTITIES		
QUANTITY	UNIT	PAY ITEM
4.8	STA	DITCHING
211	SYD	AGGREGATE BASE, 4 INCH, MODIFIED
2,128	SYD	AGGREGATE BASE, 8 INCH, MODIFIED
78	SYD	SHOULDER, CL 1, 3 INCH, MODIFIED
632	FT	UNDERDRAIN, PIPE, OPEN-GRADED, 4 INCH
380	TON	BWA, 4E1



## WASHTENAW COUNTY ROAD COMMISSION

**TO:** Washtenaw County Board of Road Commissioners  
**FROM:** Roy D. Townsend, P.E.  
Managing Director  
**SUBJECT:** Staff Report – 7-24-17 to 8-6-17  
**DATE:** August 15, 2017

### TOWNSHIP REPORT

#### OPERATIONS REPORT

---

##### A. Maintenance

Scraping of gravel roads and patching of paved roads were performed throughout the county. In addition the following maintenance activities were performed in individual townships:

##### ANN ARBOR TOWNSHIP

- Berming – Warren Road
- Limestone Patch – Bunton Road, Stoneham Drive, Torrey Road, Tuttle Hill Road: 60 tons
- Limestone Patch Shoulders – Pontiac Trail: 10 tons

##### BRIDGEWATER TOWNSHIP

- Cut Trees – Clinton Road, Ernst Road
- Limestone Patch – Braun Road, McCollum Road: 51 tons
- Primary Road Dust Control

##### DEXTER TOWNSHIP

- Brush Removal – Hidden Lake Court
- Cleaned Pipes – Island Lake Road
- Cut Trees – Dexter Townhall Road, Toma Road
- Drainage and Backslopes – Island Lake Road
- Fallen Trees – Dexter Townhall Road, Hankerd Road, Island Lake Road, McKinley Road, Wylie Road
- Gravel Patch – Dexter-Pinckney Road: 8 tons
- Limestone Patch – Winston Road: 6 tons
- Limestone Patch Shoulders – Island Lake Road: 6 tons
- Local Road Dust Control

##### FREEDOM TOWNSHIP

- Boom Mow – Ernst Road
- Cut Trees – Steinbach Road
- Gravel Patch – Ellsworth Road, Pfaus Road, Waters Road: 28 tons
- Limestone Patch Shoulders – S Fletcher Road: 4 tons
- Primary Road Dust Control
- Repair Washouts – Pfaus Road, Waters Road

LIMA TOWNSHIP

- Cleaned Pipes – Fletcher Road
- Cut Trees – Trinkle Road
- Fallen Trees – Jerusalem Road
- Limestone Patch – N Dancer Road: 6 tons
- Limestone Patch Shoulders – Clinton Road: 13 tons
- Roadside Trash Removal – S Dancer Road

LODI TOWNSHIP

- Gravel Patch – Alber Road, Lindemann Road, Textile Road, Waters Road: 24 tons
- Limestone Patch – Bethel Church Road, Dell Road, Ellsworth Road, Waters Road, Weber Road, Zeeb Road: 51 tons
- Street Sweeping – Wagner Road

LYNDON TOWNSHIP

- Drainage and Backslopes – Waterloo Road
- Fallen Trees – Embury Road, Hankerd Road, Island Lake Road, N Territorial Road, Waterloo Road, Werkner Road
- Gravel Patch – Goodband Road: 3 tons
- Gravel Patch Shoulders – Hadley Road, N Territorial Road, Stofer Road: 12 tons
- Local Road Dust Control

MANCHESTER TOWNSHIP

- Cut Trees – Mull Road, Sandborn Road, Sylvan Road
- Gravel Patch – Burtless Road, Buss Road, Mull Road, Noggles Road: 40 tons
- Repair Washouts – Boetger Road, Kirk Road, Logan Road, Mahrle Road, Schleweis Road, Tracey Road
- Limestone Patch Shoulders – Herman Road, Watkins Road: 8 tons
- Local Road Dust Control

NORTHFIELD TOWNSHIP

- Berming – Sutton Road
- Boom Mow – Pontiac Trail
- Fallen Trees – Joy Road, Northfield Church Road
- Limestone Patch Shoulders – N Territorial Road: 10 tons
- Local Road Dust Control

### PITTSFIELD TOWNSHIP

- Berming – Maple Road, Morgan Road
- Cleaned Drains – Ainsley Avenue, Beech Drive, Century Court, Century Trail, Cloverlawn Avenue, Club Place, Cole Boulevard, Crystal Drive, Dalton Avenue, Dayton Drive, Deake Avenue, Fenview Drive, Foster Avenue, Fresno Lane, Grandview Drive, Grant Drive, Hawks Avenue, Helen Avenue, Hillside Drive, Knollcrest Drive, Lancaster Court, Maple Drive, Oak Drive, Palisades Boulevard, Palisades Court, Pearl Court, Pearl Street, Solomon Court, Sunnydale Avenue
- Ditching – Brookville Road, Morgan Road
- Fallen Trees – Carlton Drive, Lohr Road
- HMA Mill and Resurface – Waterways Subdivision
- Local Road Dust Control
- Street Sweeping – Ellsworth Road

### SALEM TOWNSHIP

- Boom Mow – Chubb Road
- Culvert Replacement – Currie Road
- Ditching – Brookville Road, Chubb Road, Old N Territorial Road
- Grading and Backslopes – Currie Road
- Limestone Patch – Brookville Road: 1 ton
- Limestone Patch Shoulders – Six Mile Road: 1 ton

### SALINE TOWNSHIP

- Berming – Feldkamp Road, Klager Road
- Fallen Tree – Braun Road
- Feldkamp Limestone Resurfacing – 1,091 tons
- Klager Road Limestone Resurfacing – 2,363 tons
- Schill Road Limestone Resurfacing – 1,793 tons
- Local Road Dust Control

### SCIO TOWNSHIP

- Boom Mow – Peters Road, W Delhi Road
- Repair Washout – Pineview Drive W
- Trimmed Trees – Wagner Road, Scio Church Road

### SHARON TOWNSHIP

- Cut Trees – Peckins Road, Pleasant Lake Road, Sandborn Road, Steinbach Road, Sylvan Road
- Fallen Tree – Sylvan Road
- Gravel Patch – Bethel Church Road: 14 tons
- Local Road Dust Control

### SUPERIOR TOWNSHIP

- Dead Animal Removal – Dixboro Road
- Fallen Trees – Gale Road, Geddes Road

## SYLVAN TOWNSHIP

- Cleaned Pipes – Kilmer Road
- Drainage and Backslopes – Fahrner Road, Kilmer Road
- Fallen Trees – Cavanaugh Lake Road, Fahrner Road, Ivey Road, Old US-12 Road, Sibley Road, Sylvan Road
- Limestone Patch Shoulders – Bush Road, Glazier Road, Ivey Road, Pierce Road, Ridge Road, Werkner Road: 14 tons
- Street Sweeping – Bush Road, Cavanaugh Lake Road, Glazier Road, Kalmbach Road, Notten Road, Pierce Road, Ridge Road, Werkner Road

## WEBSTER TOWNSHIP

- Boom Mow – Webster Church Road
- Limestone Patch – Gregory Road, Merrill Road, Zeeb Road
- Local Road Dust Control

## YORK TOWNSHIP

- Fallen Trees – Warner Road
- Limestone Patch – Carpenter Road: 40 tons
- Local Road Dust Control

## YPSILANTI TOWNSHIP

- **Crackseal** – Cherrywood Drive, Creekbend Avenue, Eagle Trace Court, Eagle Trace Drive, Eden Court, Mapledale Drive, Pebblestone Drive, Reflection Court
- **Checked Drains** – Andrea Avenue, Bailey Avenue, Bagley Avenue, Briardale Court, Brooktree Court, Buick Avenue, Burns Avenue, Cadillac Avenue, Calder Avenue, Carriage Court, Carriage Way, Carol Ann Avenue, Cary Drive, Cayuga Avenue, Cedarcliff Avenue, Chevrolet Avenue, Colony Court, Colony Way, David Avenue, Desoto Avenue, Dodge Court, Dorothy Street, Dorset Avenue, Draper Avenue, Edison Avenue, Eileen Street, Emerson Avenue, Eugene Avenue, Fairhills Drive, Firwood Avenue, Golfview Court, Golfview Drive, Greenfield Street, Greenside Street, Harding Avenue, Harmon Avenue, Harry Street, Heather Ridge, Hillcrest Boulevard, Hudson Avenue, Jeff Avenue, Jones Avenue, Knowles Avenue, Lori Avenue, Lynn Avenue, Mazin Court, McCarthy Court, McCarthy Street, McKinley Road, Melvin Street, Merrill Road, Midvale Avenue, Mohawk Avenue, Mollie Street, Nash Avenue, Nura Court, Olds Street, Onondaga Avenue, Oswego Avenue, Patrick Avenue, Peyton Avenue, Pineridge Court, Ravinewood Avenue, Rolling Court, Scott Court, Share Avenue, Smith Avenue, Southlawn Avenue, Studebaker Avenue, Sunnyglen Avenue, Sunset Trail, Taft Avenue, Town Court, Valley Circle, Valley Drive, Valley View Drive, Wallace Road, William Avenue, Willowbridge Street, Wilson Avenue, Wismer Street, Zephy Street

- Ditching – Clark Road, Tuttle Hill Road, Whittaker Roads
- Fallen Trees – Eastlawn Avenue
- HMA Mill and Resurface – Harris Road, Merritt Road
- Limestone Patch Shoulders – Clark Road, Ford Boulevard, Harris Road, Forest Street, Lakeview Avenue, Ridge Road, Spencer Road: 134 tons
- Local Road Dust Control
- Roadside Trash Removal – Bemis Road, Whittaker Road

### **NESC Updates**

Work continues on the salt building roof and lean-to components as well as completing the Vector Dump building and Material Storage block bins. Masonry work is 98% with the exterior brick completed. The site grading crew has been working on and completed the top soiled area in the back of the project as well as completion of the placement of the base for the concrete driveway. The concrete subcontractor for the driveway is expected to be on site the week of August 7<sup>th</sup>. Interior floor drains and sewer work is on-going in anticipation of the concrete floor placement.

### **STATE TRUNKLINE**

- Culvert Replacement and Pavement Repair – US-12 E of City of Saline

### **SHOP REPORT**

#### Shop Repairs

- Tires Repaired – 2
- New Tire Installation – 10 tires
- Vehicles Serviced – 9
- Vehicles Serviced by Suburban Chevrolet – 6
- Work Orders Completed – 24

#### Equipment Repair

Note: CAT trained several employees on 12M3 Grader operations and maintenance

- Boom Mower 1008 – Rebuilt the rear end and replaced the transfer case
- Grader 471 – Received, setup and serviced
- Truck 241 – Replaced the pitman arm
- Truck 325 – Replaced rear fenders
- Truck 364 – Reconstructed the cab floor, replaced the radiator
- Truck 377 – Replaced the EGR valve and leveling valves

### **BUILDING & GROUNDS REPORT**

#### Yard One

- Janitorial
- Drainage in courtyard
- Drywall repairs in administration building lunchroom
- Plumbing repairs
- Striped parking lot
- Lawn work

- VAV repair
- Painted shop
- Fuel system repair
- Repaired lights
- Recycling

Yard Two

- Fuel system maintenance

Yard Four

- Fuel system maintenance

Kaiser Well

- Tighten packings
- Monitor well

**MEETINGS**

- 07/25 J. Harmon attended the regular meeting of the Homeland Security Task Force held at the Washtenaw County Emergency Operations Center
- 07/29 The monthly supervisors meeting was held in the Assembly Room
- 07/29 J. Harmon, A. Lape, and D. Kint attended a Monthly State Trunkline maintenance contract work plan and budget update meeting with MDOT representatives

**MICHIGAN TRANSPORTATION FUND RECEIPTS**

10-Aug-17

MONTH	2016		2017		MONTH DIFFERENCE		YTD DIFFERENCE		This Year's Projected Total Based on YTD
	MONTHLY	YTD	MONTHLY	YTD	AMOUNT	%	AMOUNT	%	
JANUARY	1,591,866.13	1,591,866.13	1,988,755.69	1,988,755.69	396,889.56	24.93	396,889.56	24.93	
FEBRUARY	1,913,696.71	3,505,562.84	2,297,464.24	4,286,219.93	383,767.53	20.05	780,657.09	22.27	
MARCH	1,615,721.79	5,121,284.63	2,081,059.85	6,367,279.78	465,338.06	28.80	1,245,995.15	24.33	
APRIL	1,561,540.11	6,682,824.74	2,049,945.80	8,417,225.58	488,405.69	31.28	1,734,400.84	25.95	
MAY	1,522,959.83	8,205,784.57	2,158,233.86	10,575,459.44	635,274.03	41.71	2,369,674.87	28.88	
JUNE	1,627,247.55	9,833,032.12	2,153,226.98	12,728,686.42	525,979.43	32.32	2,895,654.30	29.45	
JULY	1,226,831.08	11,059,863.20							
AUGUST	1,625,016.14	12,684,879.34							
SEPTEMBER	1,567,480.06	14,252,359.40							
OCTOBER	1,259,258.73	15,511,618.13							
NOVEMBER	1,655,908.02	17,167,526.15							
DECEMBER	1,644,490.71	18,812,016.86							

**\$24,351,823.59**