

The City of Potterville Tax Increment Finance Authority

Potterville City Hall, 319 N. Nelson Street – [manager@pottervillemi.org](mailto:manager@pottervillemi.org) – (517) 645-7641

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TIFA MEETING AGENDA

Monday, December 11<sup>th</sup> 2023 at 6:00 p.m.

**A. Call the Meeting to Order:**

**B. Pledge of Allegiance:**

**C. Roll Call:** Members Bob Nichols, Brian Goodman, Joseph Bristol Jr., Judy Lenneman, Jon McNett, Elizabeth Ross, Ronald Norman.

1. Members Present: \_\_\_\_\_
2. \_\_\_\_\_
3. Members Absent: \_\_\_\_\_
4. \_\_\_\_\_

**D. Agenda Approval:**

**E. Approval of Minutes:**

1. Draft Meeting Minutes from November 13<sup>th</sup> 2023

**F. Approval of Bills:** \$408.33

**G. Public Comment:** Items on the Agenda.

**H. Old Business:** None.

**I. New Business:**

- 1- TIFA Board Elections for Chairperson and Vice-Chairperson
- 2- TIFA Sidewalk Phase 3 Lansing Road Sidewalk Preliminary Bid Plans and Estimate

**J. Public Comment:** Items not on the Agenda.

**K. Communications from Board Members:**

**L. Next Meeting:** January 8<sup>th</sup> 2024 at 6:00 p.m.

**M. Administrative Report:** In attendance.

**N. Excuse absent Members:**

**O. Meeting Adjourn:**

**Potterville TIFA Board Minutes**

**Monday, November 13, 2023 @ 6:00 p.m. – Potterville City Hall, 319 N. Nelson Street**

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Meeting was called to order by B. Nichols at 6:00 p.m.

Pledge of Allegiance was recited by all.

**Roll Call: Present:** B. Nichols, J. Bristol, J. McNett, R. Norman, and J. Lenneman.  
**Absent:** L. Ross and B. Goodman

**Agenda Approval:** Motion by Member Norman to approve the agenda, seconded by Member Bristol. Motion carried (5-0-2).

**Approval of Minutes:** Motion by Member McNett to approve the minutes from October 11, 2023 Special Meeting, seconded by Member Bristol. Motion carried (5-0-2).

**Approval of Bills:** Motion by Member Bristol to approve CD Investment with Consumers Credit Union in the amount of (483.33 + 170,025.00) **\$170,508.33**, at 6% for 6 months, seconded by Member Lenneman. Motion carried (5-0-2).

**Public Comment:** N/A

**Old Business:** N/A

**New Business:** N/A

**Public Comment:** N/A

**Communications from Board:** Will circle back to pickleball when more members are present

**Next Meeting:** Wednesday, December 11, 2023 at 6:00 p.m.

**Administrative Report:** In attendance.

**Motion to Excuse Absent Members:** Motion by Member Norman to excuse Members Goodman and Ross, seconded by Member Lenneman. Motion carried (5-0-2).

**Motion to Adjourn:** Meeting adjourned by Member Nichols at 6:05 p.m.

Respectfully submitted,  
Kayla Schwartz, TIFA Secretary  
Approved by TIFA Board \_\_\_\_\_, 2023

12/06/2023 02:01 PM  
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DB: Potterville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE  
EXP CHECK RUN DATES 12/11/2023 - 12/11/2023  
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
BANK CODE: TIFA

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: JODI WEST		
DEC 2023	FINANCIAL SECRETARIAL DUTIES DEC 23	333.33
TOTAL VENDOR JODI WEST		333.33
VENDOR NAME: KAYLA SCHWARTZ		
DEC 2023	SECRETARIAL DUTIES MONTH OF DEC 23	75.00
TOTAL VENDOR KAYLA SCHWARTZ		75.00
GRAND TOTAL:		408.33

GL Number	Description	Beginning Balance
247-000-001.000	CASH	168,720.36
247-000-003.000	CASH-CERTIFICATES OF DEPOSIT	100,000.00

Beginning GL Balance:	268,720.36
Less: Cash Disbursements	(170,508.33)
Add: Journal Entries/Other	172,399.88
Ending GL Balance:	270,611.91

GL Number	Description	Ending Balance
247-000-001.000	CASH	100,611.91
247-000-003.000	CASH-CERTIFICATES OF DEPOSIT	170,000.00

Ending GL Balance: 270,611.91

Ending Bank Balance:	100,611.91
Add: Miscellaneous Transactions	170,000.00
Add: Deposits in Transit	0.00
Less: 0 AP Outstanding Checks	
Less: 0 PR Outstanding Checks	

Adjusted Bank Balance 270,611.91  
Unreconciled Difference: 0.00

REVIEWED BY: \_\_\_\_\_



DATE: 12-5-23

PERIOD ENDING 11/30/2023

TIFA

GL NUMBER	DESCRIPTION	BALANCE		2023-24 AMENDED BUDGET	END BALANCE 11/30/2023
		11/30/2022	NORMAL (ABNORMAL)		
<b>Assets</b>					
247-000-001.000	CASH	142,757.33			100,611.91
247-000-003.000	CASH-CERTIFICATES OF DEPOSIT	0.00			170,000.00
<b>TOTAL ASSETS</b>		<b>142,757.33</b>			<b>270,611.91</b>
<b>Fund Equity</b>					
247-000-390.000	FUND BALANCE	50,368.77			161,213.27
<b>TOTAL FUND EQUITY</b>		<b>50,368.77</b>			<b>161,213.27</b>
<b>Revenues</b>					
247-728-401.000	PROPERTY TAXES	142,284.08		178,000.00	148,660.46
247-728-573.000	LOCAL COMMUNITY STABILIZATION	19,395.98		21,000.00	22,561.19
247-728-665.000	INTEREST INCOME	19.42		150.00	2,859.89
<b>TOTAL REVENUES</b>		<b>161,699.48</b>		<b>199,150.00</b>	<b>174,081.54</b>
<b>Expenditures</b>					
247-728-703.005	WAGES - OTHER	2,041.65		4,900.00	2,116.65
247-728-727.000	OFFICE EXPENSE	0.00		1,120.00	25.00
247-728-731.000	PUBLICATION	0.00		300.00	0.00
247-728-801.000	ATTORNEY	0.00		500.00	0.00
247-728-803.000	ENGINEERS FEES	2,878.86		8,000.00	0.00
247-728-807.000	AUDIT	3,250.00		4,500.00	4,350.00
247-728-967.700	CITY IMPROVEMENTS	1,899.16		1,900.00	0.00
247-728-970.000	CAPITAL OUTLAY	0.00		8,000.00	0.00
247-728-992.000	BOND PRINCIPAL	50,000.00		50,000.00	50,000.00
247-728-993.000	BOND INTEREST	9,241.25		15,283.00	8,191.25
<b>TOTAL EXPENDITURES</b>		<b>69,310.92</b>		<b>94,503.00</b>	<b>64,682.90</b>
<b>Total - All Funds:</b>		<b>0.00</b>		<b>(104,647.00)</b>	<b>0.00</b>

12/06/2023 01:38 PM  
User: JWest  
DB: Potterville

CASH SUMMARY BY FUND FOR CITY OF POTTERVILLE  
FROM 07/01/2023 TO 11/30/2023  
FUND: 247  
CASH ACCOUNTS

Fund	Description	Beginning Balance 07/01/2023	Total Debits	Total Credits	Ending Balance 11/30/2023
247	TAX INCREMENT FINANCING AUTHOR	161,213.27	444,156.54	334,757.90	270,611.91

MONTHLY BALANCES REPORT FOR CITY OF POTTERVILLE  
 FROM 07/01/2023 TO 11/30/2023  
 Bank code: TIFA - TIFA  
 Account Category: Cash

GL #	DESCRIPTION	NET ACTIVITY	BALANCE
		DR (CR)	DR (CR)
247-000-001.000	CASH	Beg. Balance	61,213.27
	July	(361.00)	60,852.27
	August	146,157.61	207,009.88
	September	(58,463.10)	148,546.78
	October	20,173.58	168,720.36
	November	(68,108.45)	100,611.91
	End Balance 11/30/2023	(68,108.45)	100,611.91
247-000-003.000	CASH-CERTIFICATES OF DEPOSIT	Beg. Balance	100,000.00
	July	0.00	100,000.00
	August	0.00	100,000.00
	September	0.00	100,000.00
	October	0.00	100,000.00
	November	70,000.00	170,000.00
	End Balance 11/30/2023	70,000.00	170,000.00

PERIOD ENDING 11/30/2023

GL NUMBER	DESCRIPTION	END BALANCE	2023-24	YTD BALANCE	ACTIVITY FOR
		06/30/2023 NORMAL (ABNORM)	ORIGINAL BUDGET	11/30/2023 NORMAL (ABNORM)	MONTH 11/30/20 INCREASE (DECR)
Fund 247 - TAX INCREMENT FINANCING AUTHOR					
Revenues					
Dept 728 - TIFA DEPT					
247-728-401.000	PROPERTY TAXES	175,963.07	178,000.00	148,660.46	0.00
247-728-573.000	LOCAL COMMUNITY STABILIZATION	19,395.98	21,000.00	22,561.19	0.00
247-728-665.000	INTEREST INCOME	148.99	150.00	2,859.89	2,399.88
Total Dept 728 - TIFA DEPT		195,508.04	199,150.00	174,081.54	2,399.88
TOTAL REVENUES		195,508.04	199,150.00	174,081.54	2,399.88
Expenditures					
Dept 728 - TIFA DEPT					
247-728-703.005	WAGES - OTHER	4,899.97	4,900.00	2,116.65	483.33
247-728-727.000	OFFICE EXPENSE	1,123.05	1,120.00	25.00	25.00
247-728-731.000	PUBLICATION	0.00	300.00	0.00	0.00
247-728-801.000	ATTORNEY	0.00	500.00	0.00	0.00
247-728-803.000	ENGINEERS FEES	5,058.86	8,000.00	0.00	0.00
247-728-807.000	AUDIT	4,250.00	4,500.00	4,350.00	0.00
247-728-967.700	CITY IMPROVEMENTS	1,899.16	1,900.00	0.00	0.00
247-728-970.000	CAPITAL OUTLAY	0.00	8,000.00	0.00	0.00
247-728-992.000	BOND PRINCIPAL	50,000.00	50,000.00	50,000.00	0.00
247-728-993.000	BOND INTEREST	17,432.50	15,283.00	8,191.25	0.00
Total Dept 728 - TIFA DEPT		84,663.54	94,503.00	64,682.90	508.33
TOTAL EXPENDITURES		84,663.54	94,503.00	64,682.90	508.33
Fund 247 - TAX INCREMENT FINANCING AUTHOR:					
TOTAL REVENUES		195,508.04	199,150.00	174,081.54	2,399.88
TOTAL EXPENDITURES		84,663.54	94,503.00	64,682.90	508.33
NET OF REVENUES & EXPENDITURES		110,844.50	104,647.00	109,398.64	1,891.55
BEG. FUND BALANCE		50,368.77	161,213.27	161,213.27	
END FUND BALANCE		161,213.27	265,860.27	270,611.91	



Fund 247 - TAX INCREMENT FINANCING AUTHOR

Account	Description	2023-24 Amended Budget	YEAR-TO-DATE THRU 11/30/23	Available Balance	% Used
<b>Revenues</b>					
Department 728: TIFA DEPT					
401.000	PROPERTY TAXES				
08/03/2023	GJ SUMMER 23 TAX DISTRIBUTION		120349 148,660.46 JE# 7068		
401.000	PROPERTY TAXES	178,000.00	148,660.46	29,339.54	83.52
573.000	LOCAL COMMUNITY STABILIZATION				
10/24/2023	GJ LCSA PPT REIMBURSEMENT		122205 22,561.19 JE# 7144		
573.000	LOCAL COMMUNITY STABILIZATION	21,000.00	22,561.19	(1,561.19)	107.43
665.000	INTEREST INCOME				
07/31/2023	GJ INTEREST MONTH OF JULY 23- EATON FED		120318 0.07 JE# 7054		
07/31/2023	GJ INTEREST MONTH OF JULY 2023		120319 47.26 JE# 7055		
08/31/2023	GJ INTEREST MONTH OF AUGUST 23		120945 155.45 JE# 7084		
08/31/2023	GJ INT MONTH OF AUG (EATON FED)		120946 0.03 JE# 7085		
09/30/2023	GJ INTEREST MONTH OF SEPT 2023		121897 136.48 JE# 7118		
10/31/2023	GJ INTEREST MONTH OF OCT 23		122206 120.72 JE# 7145		
11/07/2023	GJ CD MATURED - INDEPENDENT BANK		122258 2,287.50 JE# 7157		
11/30/2023	GJ INTEREST MONTH OF NOV 2023		122501 112.38 JE# 7162		
665.000	INTEREST INCOME	150.00	2,859.89	(2,709.89)	1,906.
<b>Total - Dept 728</b>		<b>199,150.00</b>	<b>174,081.54</b>	<b>25,068.46</b>	<b>87.41</b>
<b>Total Revenues</b>		<b>199,150.00</b>	<b>174,081.54</b>	<b>25,068.46</b>	<b>87.41</b>
<b>Expenditures</b>					
Department 728: TIFA DEPT					
703.005	WAGES - OTHER				
07/10/2023	AP FINANCIAL SECRETARIAL DUTIES JULY 2023		119976 333.33 Inv #: 'JULY 2023' Vendor '09752'		
07/10/2023	AP SECRETARIAL DUTIES JULY 2023		119978 75.00 Inv #: 'JULY 2023' Vendor '0000011144'		
07/10/2023	AP CHANGED PAYMENT METHOD TO ACH		120314 75.00 Inv #: 'JULY 2023A' Vendor '0000011144'		
08/10/2023	AP Void Invoice JULY 2023 0000011144		120422 (75.00) Inv #: 'JULY 2023' Vendor '0000011144'		
08/14/2023	AP SECRETARIAL DUTIES MONTH OF AUG 2023		120450 75.00 Inv #: 'AUG 2023' Vendor '0000011144'		
08/14/2023	AP FINANCIAL SECRETARY DUTIES MONTH OF AUG		120451 333.33 Inv #: 'AUG 2023' Vendor '09752'		
09/11/2023	AP SECRETARIAL DUTIES MONTH OF SEPT 2023		120994 75.00 Inv #: 'SEPT 2023' Vendor '0000011144'		
09/11/2023	AP FINANCIAL SECRETARIAL DUTIES MONTH OF SE		120995 333.33 Inv #: 'SEPT 2023' Vendor '09752'		
10/09/2023	AP SECRETARIAL DUTIES MONTH OF OCT 23		121961 75.00 Inv #: 'OCT 23' Vendor '0000011144'		
10/09/2023	AP FINANCIAL SECRETARIAL DUTIES MONTH OF OC		121962 333.33 Inv #: 'OCT 23' Vendor '09752'		
11/13/2023	AP SECRETARIAL DUTIES NOVEMBER AND SPECIAL		122292 150.00 Inv #: 'NOV 2023' Vendor '0000011144'		
11/13/2023	AP FINANCIAL SECRETARIAL DUTIES NOV 2023		122293 333.33 Inv #: 'NOV 2023' Vendor '09752'		
703.005	WAGES - OTHER	4,900.00	2,116.65	2,783.35	43.20
727.000	OFFICE EXPENSE				
11/08/2023	AP CERTIFICATE OF DEPOSIT/MEMBERSHIP CREDIT		122256 25.00 Inv #: 'CD' Vendor '0000011360'		
727.000	OFFICE EXPENSE	1,120.00	25.00	1,095.00	2.23
731.000	PUBLICATION	300.00	0.00	300.00	0.00
801.000	ATTORNEY	500.00	0.00	500.00	0.00

Fund 247 - TAX INCREMENT FINANCING AUTHOR

Account	Description	2023-24 Amended Budget	YEAR-TO-DATE THRU 11/30/23	Available Balance	% Used
Expenditures					
Department 728: TIFA DEPT					
803.000	ENGINEERS FEES	8,000.00	0.00	8,000.00	0.00
807.000	AUDIT				
07/31/2023	AP AUDIT OF 22-23 THROUGH 7/31/23		120452 2,250.00	Inv #: '6053' Vendor '11101'	
10/09/2023	AP AUDITOR BILL- PAID BY CITY- REIMBURSE CI		121960 2,100.00	Inv #: '6075' Vendor '02060'	
807.000	AUDIT	4,500.00	4,350.00	150.00	96.67
967.700	CITY IMPROVEMENTS	1,900.00	0.00	1,900.00	0.00
970.000	CAPITAL OUTLAY	8,000.00	0.00	8,000.00	0.00
992.000	BOND PRINCIPAL				
10/01/2023	AP BOND PRINCIPAL AND INTEREST PAYMENT		120993 50,000.00	Inv #: 'BOND 10/1/23' Vendor '0000011228'	
992.000	BOND PRINCIPAL	50,000.00	50,000.00	0.00	100.00
993.000	BOND INTEREST				
10/01/2023	AP BOND PRINCIPAL AND INTEREST PAYMENT		120993 8,191.25	Inv #: 'BOND 10/1/23' Vendor '0000011228'	
993.000	BOND INTEREST	15,283.00	8,191.25	7,091.75	53.60
Total - Dept 728		94,503.00	64,682.90	29,820.10	68.45
Total Expenditures		94,503.00	64,682.90	29,820.10	68.45
NET OF REVENUES AND EXPENDITURES		104,647.00	109,398.64	(4,751.64)	

# PRELIMINARY ESTIMATE

PROJECT: **Lansing Road Sidewalk Extension - Phase III**  
 CLIENT: **City of Potterville TIFA**  
 DATE: **December 8, 2023**

The project includes 0.24 miles of concrete sidewalk extension along S. Nelson Street and Lansing Road.

1	LSUM	Mobilization, Max \$10,000	@	10,000.00	10,000.00
2	Ea	Tree, Rem, 6 inch to 18 inch	@	1,000.00	2,000.00
35	Syd	Pavt, Rem	@	30.00	1,050.00
40	Syd	Sidewalk, Rem	@	25.00	1,000.00
180	Ft	Curb and Gutter, Rem, Modified	@	30.00	5,400.00
50	Cyd	Subgrade Undercutting, Type II	@	25.00	1,250.00
5	Ea	Erosion Control, Inlet Protection, Fabric Drop	@	120.00	600.00
1,000	Ft	Erosion Control, Silt Fence	@	4.00	4,000.00
2	Ea	Dr Structure Cover, Adj, Case 2	@	600.00	1,200.00
5	Ft	Dr Structure, Adj, Add Depth	@	200.00	1,000.00
50	Syd	HMA Surface, Rem	@	15.00	750.00
20	Ton	Hand Patching	@	400.00	8,000.00
45	Syd	Conc Base Cse, Nonreinf, 6 inch	@	50.00	2,250.00
40	Syd	Driveway, Nonreinf Conc, 6 inch	@	60.00	2,400.00
300	Ft	Curb, Conc, Det E2	@	30.00	9,000.00
125	Ft	Curb and Gutter, Conc, Det C4	@	35.00	4,375.00
45	Ft	Detectable Warning Surface	@	50.00	2,250.00
55	Ft	Curb Ramp Opening, Conc	@	40.00	2,200.00
6,570	Sft	Sidewalk, Conc, 4 inch	@	6.00	39,420.00
365	Sft	Sidewalk, Conc, 6 inch	@	7.00	2,555.00
370	Sft	Curb Ramp, Conc, 6 inch	@	8.00	2,960.00
1,280	Ft	Sidewalk Grading	@	20.00	25,600.00
1	Ea	Sign, Relocate	@	1,000.00	1,000.00
220	Ft	Pavt Mrkg, Ovly Cold Plastic, 12 inch, Crosswalk	@	5.00	1,100.00
5	Ea	Pedestrian Type II Barricade, Temp	@	100.00	500.00
1	LSUM	Traffic Control	@	10,000.00	10,000.00
1	Ea	Bench	@	2,500.00	2,500.00
1	Ea	Trash Receptacle	@	500.00	500.00
1,750	Syd	Slope Restoration, Non-Freeway, Type B	@	8.00	14,000.00

<i>SUBTOTAL ESTIMATED CONSTRUCTION COST</i>		\$ 158,860.00
<i>Construction Contingency</i>	10%	16,140.00
<b>TOTAL ESTIMATED CONSTRUCTION COST</b>		<b>\$ 175,000.00</b>



# CITY OF POTTERVILLE

## LANSING ROAD SIDEWALK - PHASE III

SAMUEL A. LEATCH  
 6201068854

PROJECT NAME:  
**LANSING ROAD SIDEWALK - PHASE III**

**CITY OF POTTERVILLE**  
 319 N. NELSON STREET  
 POTTERVILLE, MI 48876

### NOTES

EXCEPT WHERE OTHERWISE INDICATED ON THESE PLANS OR IN THE PROPOSAL AND SUPPLEMENTAL SPECIFICATIONS CONTAINED THEREIN, ALL MATERIALS AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH THE 2020 MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION.

THE PLACING OF PAVEMENT MARKINGS AND TRAFFIC CONTROL SIGNS SHALL BE DONE IN ACCORDANCE WITH THE 2018 MICHIGAN MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES AS AMENDED.

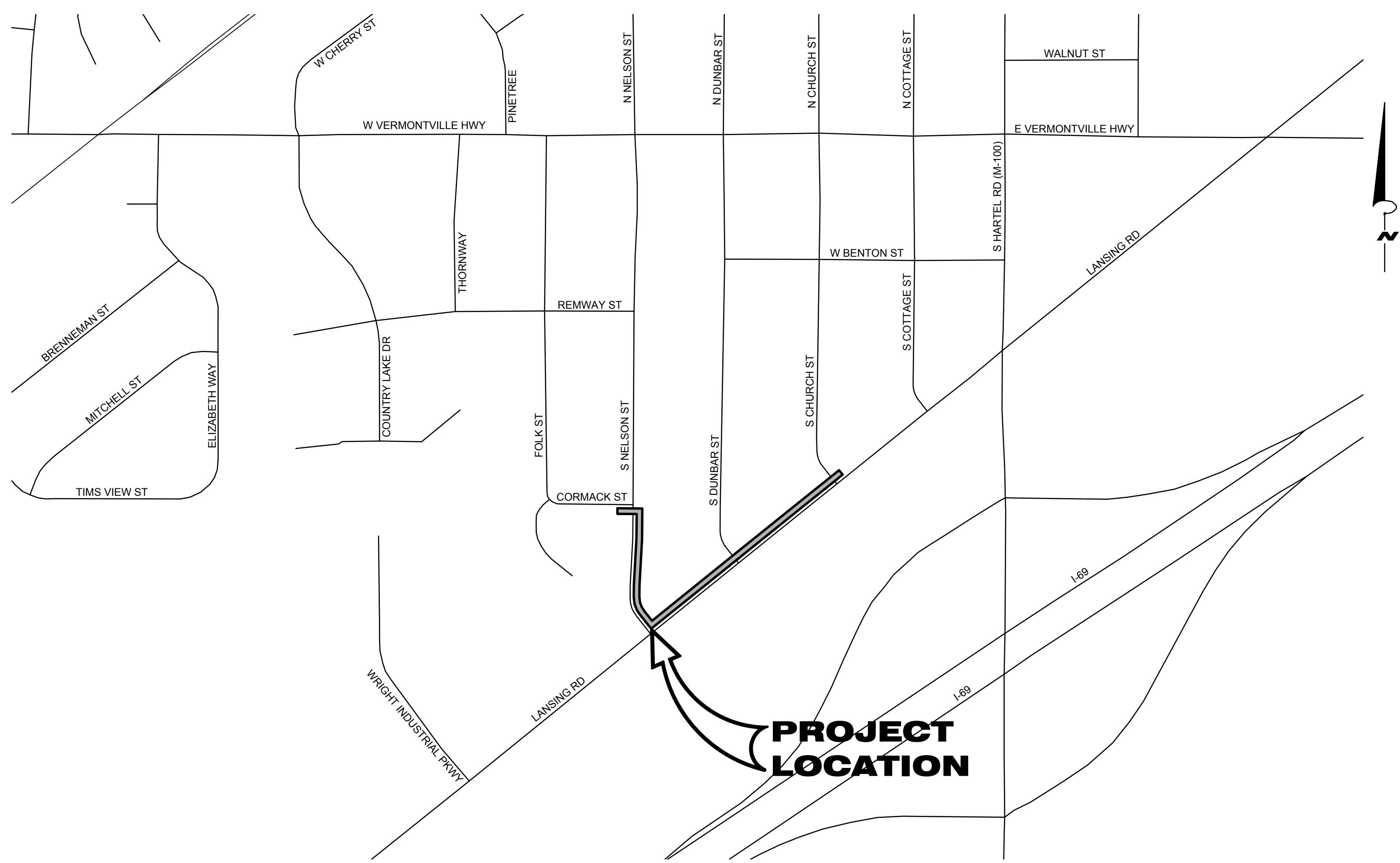
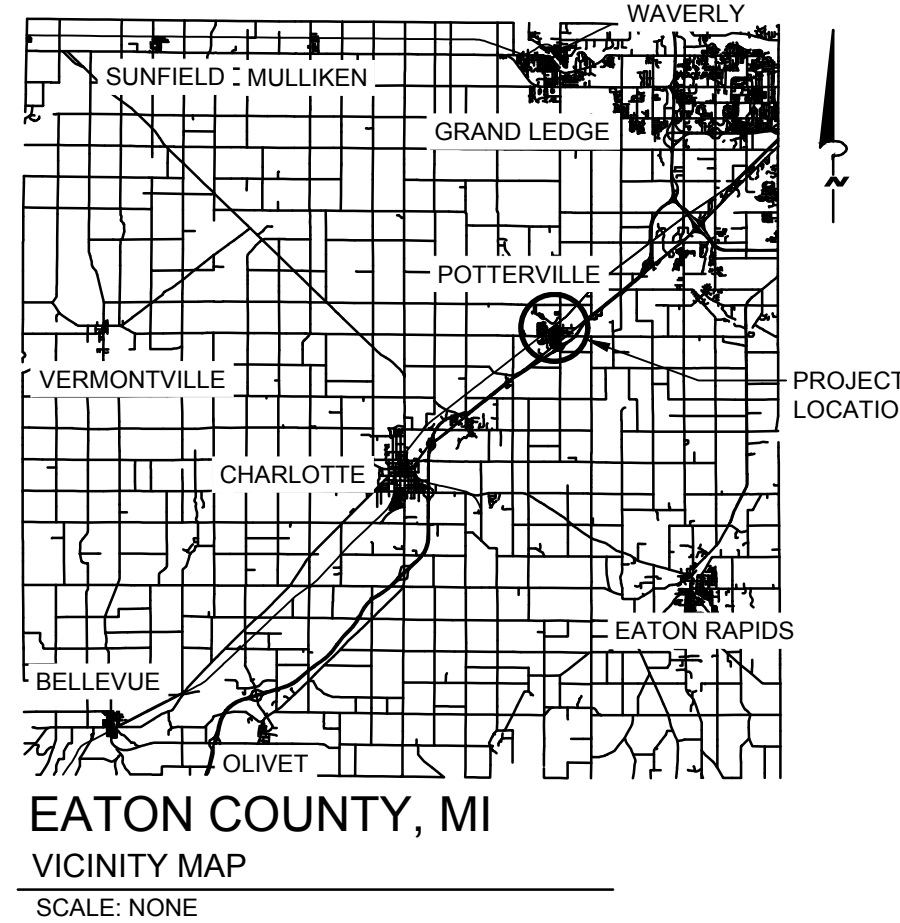
IN CONFORMANCE WITH PUBLIC ACT 174 OF 2013, ALL CONTRACTORS SHALL CALL MISS DIG @ 811 OR 800-482-7171 FOR PROTECTION OF UNDERGROUND UTILITIES A MINIMUM OF THREE FULL WORKING DAYS (EXCLUDING SATURDAYS, SUNDAYS AND HOLIDAYS) PRIOR TO BEGINNING EACH EXCAVATION IN ANY AREA. MEMBERS WILL THUS BE ROUTINELY NOTIFIED. THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING UTILITY OWNERS WHO MAY NOT BE A PART OF THE "MISS DIG" ALERT SYSTEM.

### INDEX OF PLANS

C001	COVER SHEET
C002	TYPICAL SECTIONS, NOTES, DETAILS AND MISC. QUANTITIES
C003	PLAN AND PROFILE - S NELSON STREET - STA. 10+25 (P.O.B.) TO STA. 14+00 (P.O.E.)
C004	PLAN AND PROFILE - LANSING ROAD - STA. 20+00 (P.O.B.) TO STA. 25+00
C005	PLAN AND PROFILE - LANSING ROAD - STA. 25+00 TO STA. 29+05 (P.O.E.)
C006	ADA RAMP GRADING DETAILS

### UTILITIES

ELECTRIC	CONSUMERS ENERGY 530 WILLOW STREET LANSING, MI 48909 DAN SMITH (517) 374-2259
GAS	CONSUMERS ENERGY 311 E. MICHIGAN AVENUE BATTLE CREEK, MI 49017 KYLE OAK (269) 337-2366
FIBER OPTIC	ACD 1800 N. GRAND RIVER AVENUE LANSING, MI 48906 EVAN UNVERFERTH (517) 999-3249
TELEPHONE	AT&T 337 N. ABBOTT ROAD LANSING, MI 48823 HEATHER VALLEE-KNOBLAUGH (517) 337-3610
CABLE	WOW 2512 LANSING ROAD CHARLOTTE, MI 48813 JAMES SCOTT (517) 204-4910
COMCAST	41112 CONCEPT DRIVE PLYMOUTH, MI 48170 JEFF DOBIES (734) 359-1669
STORM SEWER / SANITARY SEWER / WATER UTILITIES	CITY OF POTTERVILLE 319 N. NELSON STREET POTTERVILLE, MI 48876 DON STANLEY (517) 667-9524
*MISS DIG*	811



**PROJECT LOCATION MAP**  
 A PORTION OF THE CITY OF POTTERVILLE  
 SCALE: 1" = 300'

01/12/2023 SAL  
 ISSUED FOR PRELIMINARY REVIEW

00/11/24/2023 SAL  
 PRELIMINARY - NOT FOR CONSTRUCTION

**REVISIONS**  
 THE REPRODUCTION, COPYING OR OTHER USE OF THIS DRAWING WITHOUT WRITTEN CONSENT IS PROHIBITED.  
 © 2023 WIGHTMAN & ASSOCIATES, INC.  
 DATE: DECEMBER, 2023  
 SCALE: AS NOTED

**CONTRACT FOR ROAD IMPROVEMENTS**  
 0.24 MILES OF CONCRETE SIDEWALK EXTENSION ALONG S NELSON STREET AND LANSING ROAD.

COVER SHEET

**CITY OF POTTERVILLE APPROVAL**

JENNIFER LENNEMAN MAYOR DATE \_\_\_\_\_

AARON SHERIDAN CITY MANAGER DATE \_\_\_\_\_

JOB No. 234260  
**C001**

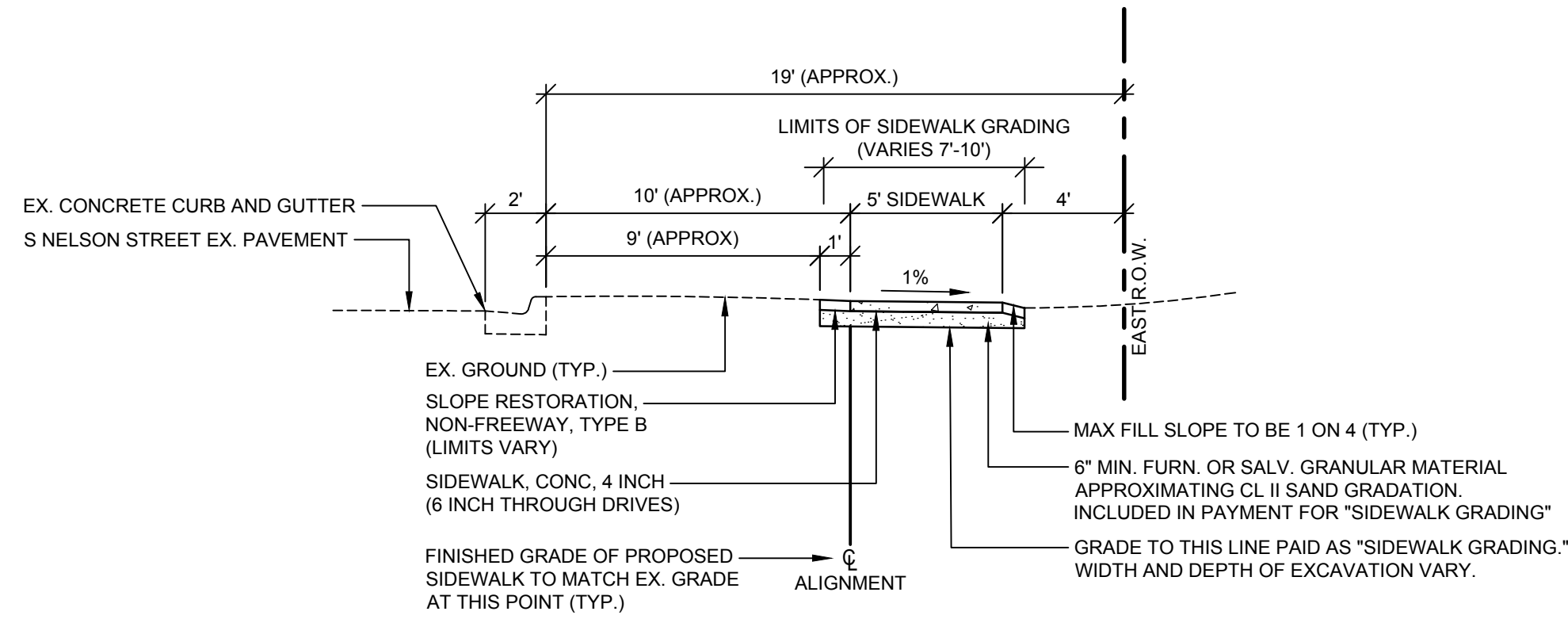


**PROJECT NOTES**

- ALL WORK SHALL CONFORM TO ALL LOCAL, STATE AND FEDERAL LAWS, RULES AND REGULATIONS IN FORCE AT THE TIME OF CONSTRUCTION.
- THE CONTRACTOR SHALL LOCATE ALL ACTIVE UNDERGROUND UTILITIES PRIOR TO STARTING WORK AND SHALL CONDUCT HIS OPERATIONS IN A MANNER AS TO ENSURE THAT THOSE UTILITIES NOT REQUIRING RELOCATION WILL NOT BE DISTURBED.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING THE CITY OF POTTERTVILLE TO NOTIFY THEM THAT WORK IS COMMENCING.
- COMPACTION OF ANY FILL BY FLOODING IS NOT ACCEPTABLE. THIS METHOD WILL GENERALLY NOT ACHIEVE THE DESIRED COMPACTION, AND THE LARGE QUANTITIES OF WATER WILL TEND TO SOFTEN THE FOUNDATION SOILS.
- ALL FILL FOR THIS PROJECT MUST BE OBTAINED AND FURNISHED BY THE CONTRACTOR. ALL REQUIRED FILL SHALL BE SELECTED EXCAVATED MATERIAL FROM THE SITE APPROVED BY THE ENGINEER, OR MDOT CLASS II GRANULAR MATERIAL FROM BORROW. EXCESS FILL SHALL BE REMOVED FROM SITE BY THE CONTRACTOR. NOTE: NO BORROW OR SOIL REMOVAL ARRANGEMENTS HAVE BEEN PREARRANGED FOR THIS PROJECT, AND SHALL BE THE TOTAL RESPONSIBILITY OF THE CONTRACTOR.
- THE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING EXISTING DRAINAGE PATTERNS, AND SHALL RESOLVE ANY DRAINAGE PROBLEMS ON ADJACENT PROPERTIES WHICH MAY RESULT FROM THE CONTRACTOR'S ACTIVITIES.
- DATUM REFERS TO NAVD88 DATUM.
- SPOT ELEVATIONS WITHIN VICINITY OF PROPOSED CONCRETE CURB AND GUTTER REFER TO EDGE OF METAL ELEVATIONS. PITCH PAVEMENT/CONCRETE GUTTERS UNIFORMLY BETWEEN PROPOSED SPOT ELEVATIONS.
- ALL SCALES FOR DRAWINGS AND DETAILS ARE BASED ON 24"x36" PRINTED PLANS. DIMENSIONS TAKE PRECEDENCE OVER SCALE. CONTRACTOR TO VERIFY ALL DIMENSIONS IN FIELD.
- ALL RADII FOR CURB AND GUTTER ARE DIMENSIONED TO THE BACK OF THE CURB.
- TAPER THE CURBS TO ZERO HEIGHT AT SIDEWALKS. SIDEWALK RAMPS SHALL BE BARRIER FREE AND CONSTRUCTED IN ACCORDANCE WITH THE MDOT SIDEWALK RAMP AND DETECTABLE WARNING DETAILS (R-28 SERIES). SIDEWALK JOINTS SHALL BE IN ACCORDANCE WITH THE MDOT DRIVEWAY OPENINGS & APPROACHES AND CONCRETE SIDEWALKS (R-29 SERIES) UNLESS NOTED OTHERWISE.
- EXPANSION JOINTS FOR CONCRETE CURB AND GUTTER SHALL BE PLACED AT: CURB CORNERS, BEGINNING AND ENDING OF RADII, ALL CATCH BASINS AND MANHOLES, INTERSECTION OF CURB/SIDEWALK, CURB/RETAINING WALL, CURB/BUILDING, AND EXISTING/NEW CONSTRUCTION, AT LENGTHS OF NOT MORE THAN 120' APART, AND AS SPECIFIED ELSEWHERE.
- THE TACTILE PLATES FOR THE ADA RAMPS WILL BE BLACK IN COLOR TO MATCH EXISTING DETECTABLE WARNING PLATES THROUGHOUT THE CITY. TRUNCATED DOMES SHALL BE TAMPED INTO WET CONCRETE IN ACCORDANCE WITH MDOT AND ADA ACCESSIBILITY GUIDELINES FOR DETECTABLE WARNINGS AND THE MANUFACTURER'S RECOMMENDATIONS FOR INSTALLATION.
- PROPERTY OWNER'S NAMES, WHERE SHOWN, ARE FOR INFORMATION ONLY, AND THEIR ACCURACY IS NOT GUARANTEED.
- IF EXISTING MATERIAL BELOW THE PROPOSED LIMITS OF GRADING DOES NOT APPROXIMATE MDOT CL II GRANULAR MATERIAL, EXCAVATE AND REPLACE THE EXISTING MATERIAL UP TO 6 INCHES AS DIRECT BY THE ENGINEER. PAID FOR AS SUBGRADE UNDERCUTTING, TYPE II.

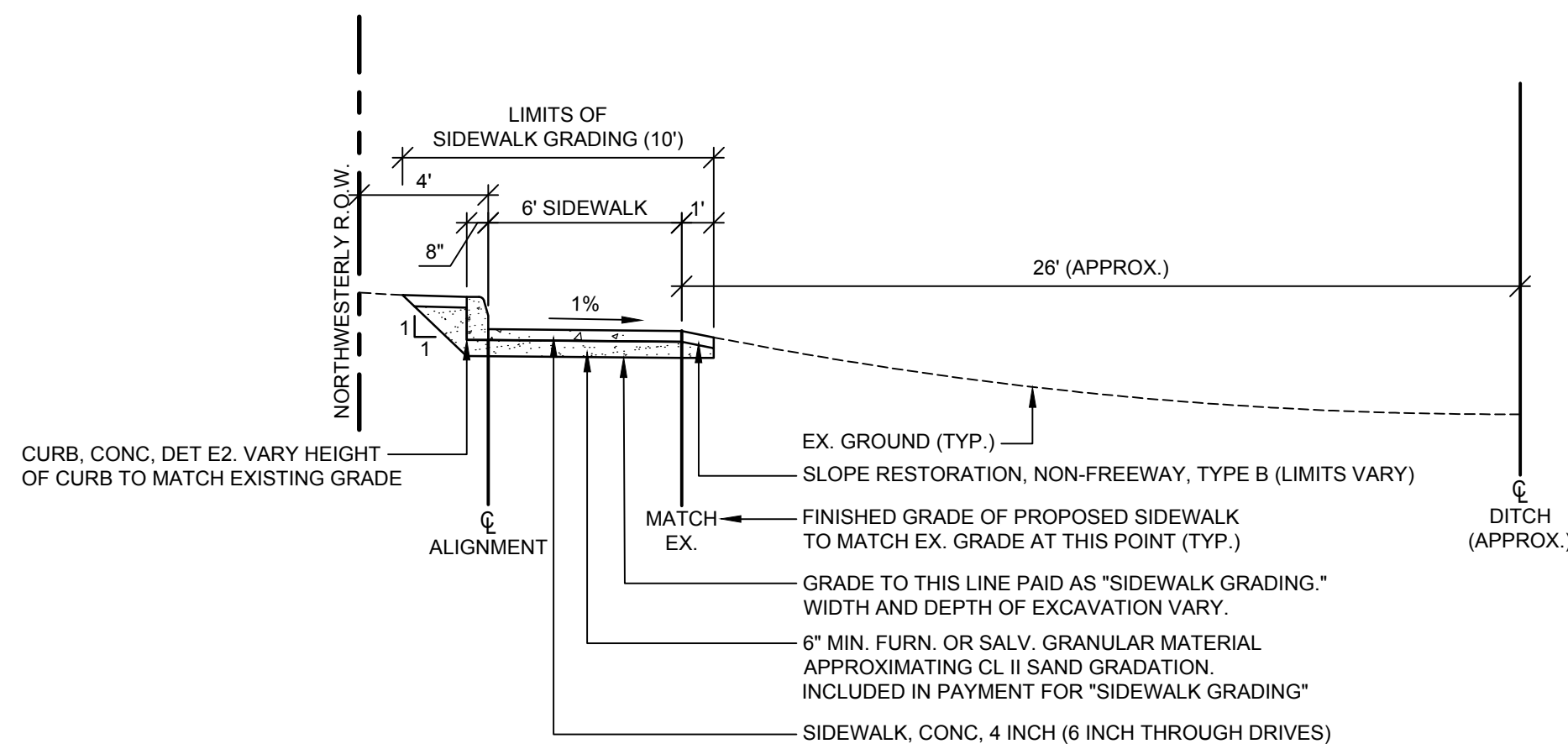
**SOIL EROSION & SEDIMENTATION CONTROL NOTES**

- ALL CONSTRUCTION METHODS SHALL BE DONE IN COMPLIANCE WITH THE MICHIGAN SOIL EROSION AND SEDIMENTATION CONTROL ACT. EROSION CONTROL MEASURES SHOWN ON THE PLANS ARE THE MINIMUM REQUIREMENTS AND SHALL NOT RELIEVE THE CONTRACTOR'S RESPONSIBILITY FOR PROVIDING ALL REQUIRED EROSION CONTROL MEASURES.
- INSTALLATION OF SESC MEASURES SHALL BE DONE IN ACCORDANCE WITH THE CURRENT EDITION OF THE MDOT/DTMB SOIL EROSION MANUAL AND CURRENT EDITION OF THE MDOT STANDARD SPECIFICATIONS. REFER TO THE APPROPRIATE MANUAL FOR THE PROPER MAINTENANCE AND INSTALLATION OF SESC MEASURES.
- AVOID UNNECESSARY DISTURBING OR REMOVING OF EXISTING VEGETATED TOPSOIL OR EARTH COVER, THESE COVER AREAS ACT AS SEDIMENT FILTERS.
- ALL TEMPORARY SOIL EROSION PROTECTION SHALL REMAIN IN PLACE UNTIL REMOVAL IS REQUIRED FOR FINAL CLEAN UP AND APPROVAL.
- GEOTEXTILE SILT FENCE SHALL BE INSTALLED AS REQUIRED WHEN CROSSING CREEKS OR WHEN ADJACENT TO WETLANDS OR SURFACE WATER BODIES TO PREVENT SILTATION AND ELSEWHERE AS DIRECTED BY THE ENGINEER. SEEDING AND/OR SODDING SHALL BE INSTALLED ON CREEK BANKS IMMEDIATELY AFTER CONSTRUCTION TO PREVENT EROSION.
- MAINTENANCE, CLEANING, AND REMOVAL OF THE VARIOUS SEDIMENT CONTROL MEASURES SHALL BE INCLUDED IN THE VARIOUS EROSION CONTROL ITEMS.
- ADEQUATE DUST CONTROL MEASURES SHALL BE MAINTAINED BY THE CONTRACTOR AS DIRECTED BY THE ENGINEER IN THE FIELD, TO BE INCLUDED IN THE VARIOUS ITEMS OF WORK.
- ALL CATCH BASINS AND SEDIMENTATION BASINS SHALL BE CLEANED OUT UPON FINAL COMPLETION OF THE PROJECT. COSTS FOR CLEANING SHALL BE INCLUDED IN THE VARIOUS ITEMS OF WORK.



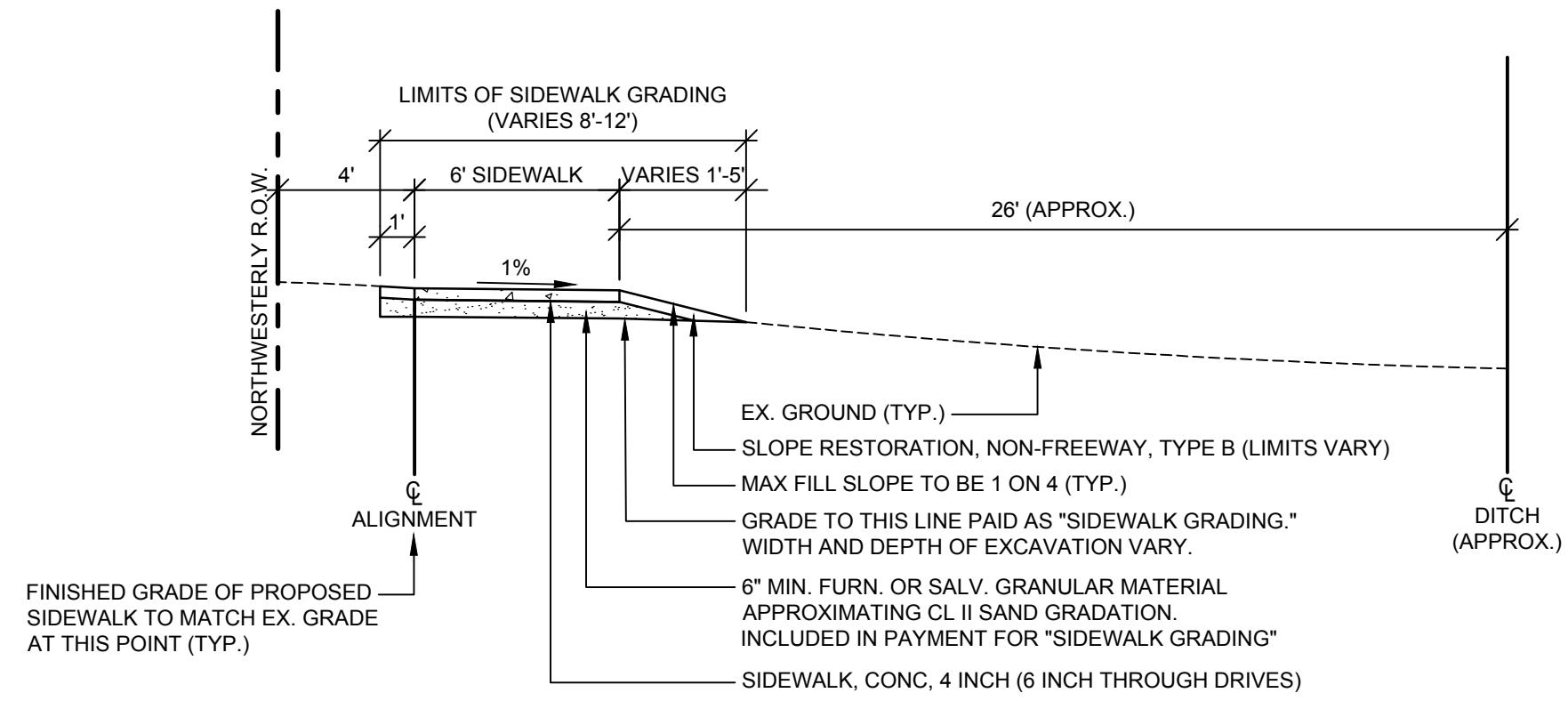
**S NELSON STREET SIDEWALK PROPOSED TYPICAL SECTION**

SCALE: 1" = 5'  
THIS SECTION APPLIES: STA 10+25 (P.O.B.) TO STA. 14+00



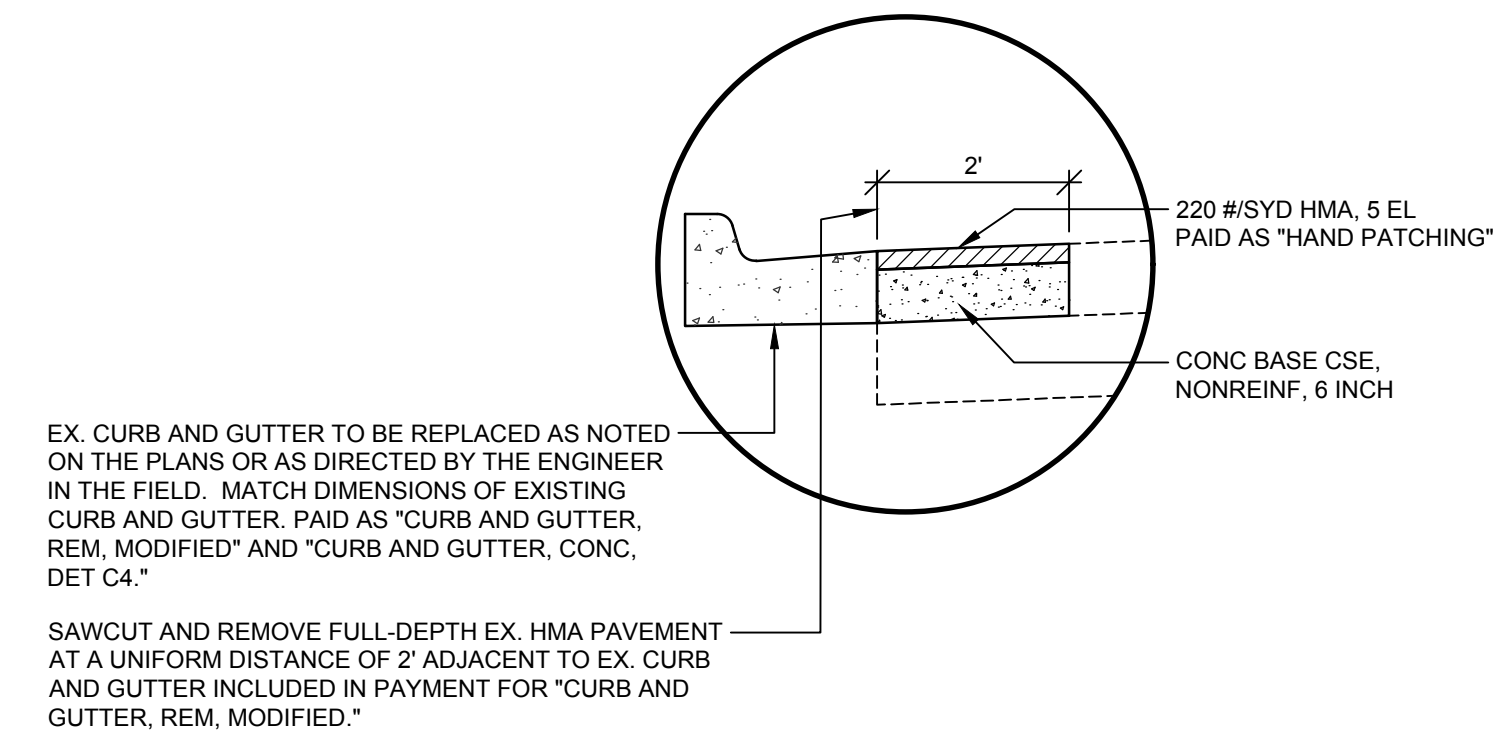
**LANSING ROAD SIDEWALK PROPOSED TYPICAL SECTION**

SCALE: 1" = 5'  
THIS SECTION APPLIES: TO AREAS AS CALLED OUT ON THE PLANS OR AS DIRECTED BY THE ENGINEER



**LANSING ROAD SIDEWALK PROPOSED TYPICAL SECTION**

SCALE: 1" = 5'  
THIS SECTION APPLIES: STA 20+00 (P.O.B.) TO STA. 29+05 (P.O.E.)



**DETAIL - SPOT CURB AND GUTTER REPLACEMENT**

SCALE: NONE

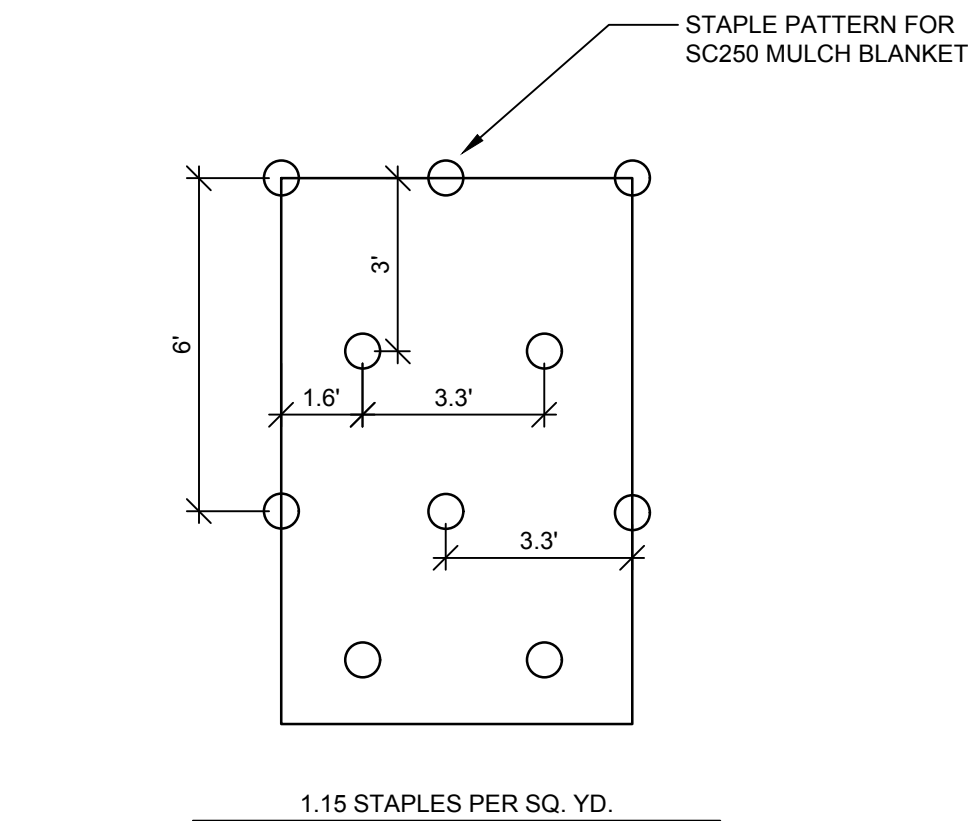
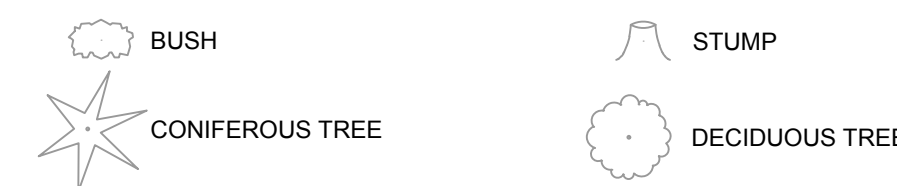
ITEM	AWI	YIELD	PERFORMANCE GRADE	NOTES
HAND PATCHING (HMA, 5 EL)	260	220#/SYD	P.G. 58 - 28	LEVELING (AS NEEDED)
HAND PATCHING (HMA, 5 EL)	260	220#/SYD	P.G. 58 - 28	TOP
HMA BOND COAT (NOT A PAY ITEM)		0.05 TO 0.15 GAL/SYD	SS - 1h	

**HMA APPLICATION TABLE**

EXISTING	PROPOSED	
C	C	CABLE
E	E	ELECTRIC LINE
OHE	OHE	ELECTRIC LINE (OVERHEAD)
FO	FO	FIBER OPTIC LINE
G	G	GAS LINE
T	T	TELEPHONE LINE
	X X X X	FENCE
	— — — —	FORCEMAIN
	— — — —	GUARDRAIL
	— — — —	SANITARY SEWER
	— — — —	STORM SEWER
	— — — —	WATER MAIN
	— — — —	CENTER LINE
	— — — —	EXISTING TREE LINE
	— — — —	EXISTING DITCH LINE
	— — — —	EASEMENT LINE/GRADING PERMIT
	— — — —	GRADING LIMITS/LIMITS OF DISTURBANCE
	— — — —	PROPERTY LINE
	— — — —	RIGHT-OF-WAY LINE
	— — — —	SECTION LINE
	— — — —	TO BE ABANDONED

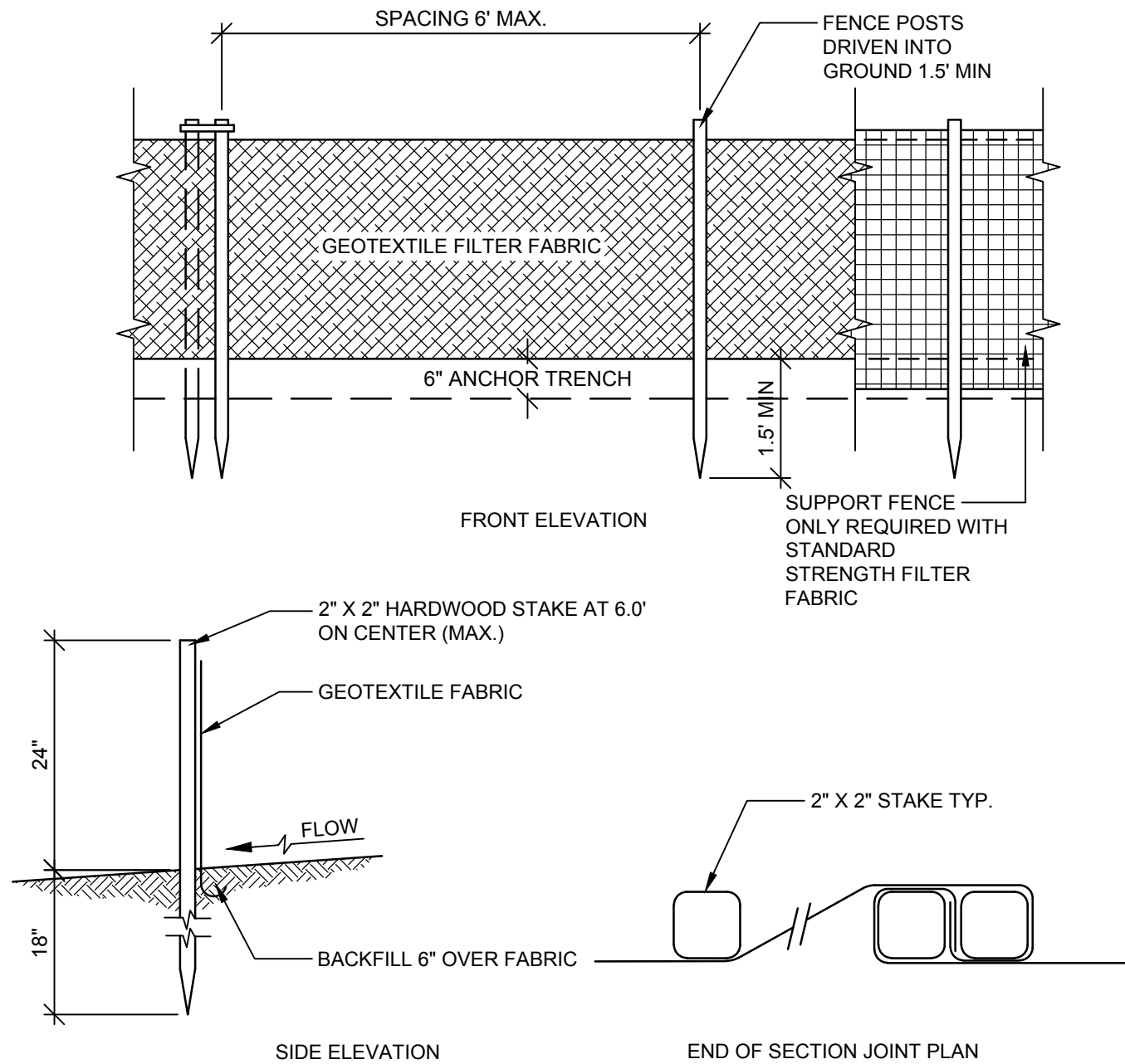
1	= ANTENNA	W	= PAVEMENT/SOIL BORING
2	= CATCH BASIN	X	= PROPOSED HYDRANT
3	= CABLE RISER BOX	Y	= PROPOSED GATE VALVE & BOX
4	= CLEAN OUT	Z	= PROPOSED GATE VALVE & VAULT
5	= CURB INLET	AA	= PROPOSED REDUCER
6	= ELECTRIC MANHOLE	AB	= PROPOSED SANITARY MANHOLE
7	= FIRE HYDRANT	AC	= PROPOSED STORM MANHOLE
8	= FOUND IRON PIPE	AD	= STORM MANHOLE
9	= GAS VALVE	AE	= TELEPHONE MANHOLE
10	= GUY ANCHOR	AF	= TELEPHONE RISER BOX
11	= LIGHT POLE	AG	= TURNING POINT/TRAVESSE
12	= MAILBOX	AH	= UTILITY POLE
13	= MONITORING WELL	AI	= VAULT
14	= POST	AJ	= WATER ELEVATION
15	= SATELLITE DISH	AK	= WATER MANHOLE
16	= SANITARY MANHOLE	AL	= WATER METER
17	= SECTION CORNER	AM	= WATER VALVE
18	= SIGN	AN	= WATER SPIGOT
19		AO	= WELL

**TREE DESIGNATORS**



**MULCH BLANKET STAPLE PATTERN**

SCALE: NONE

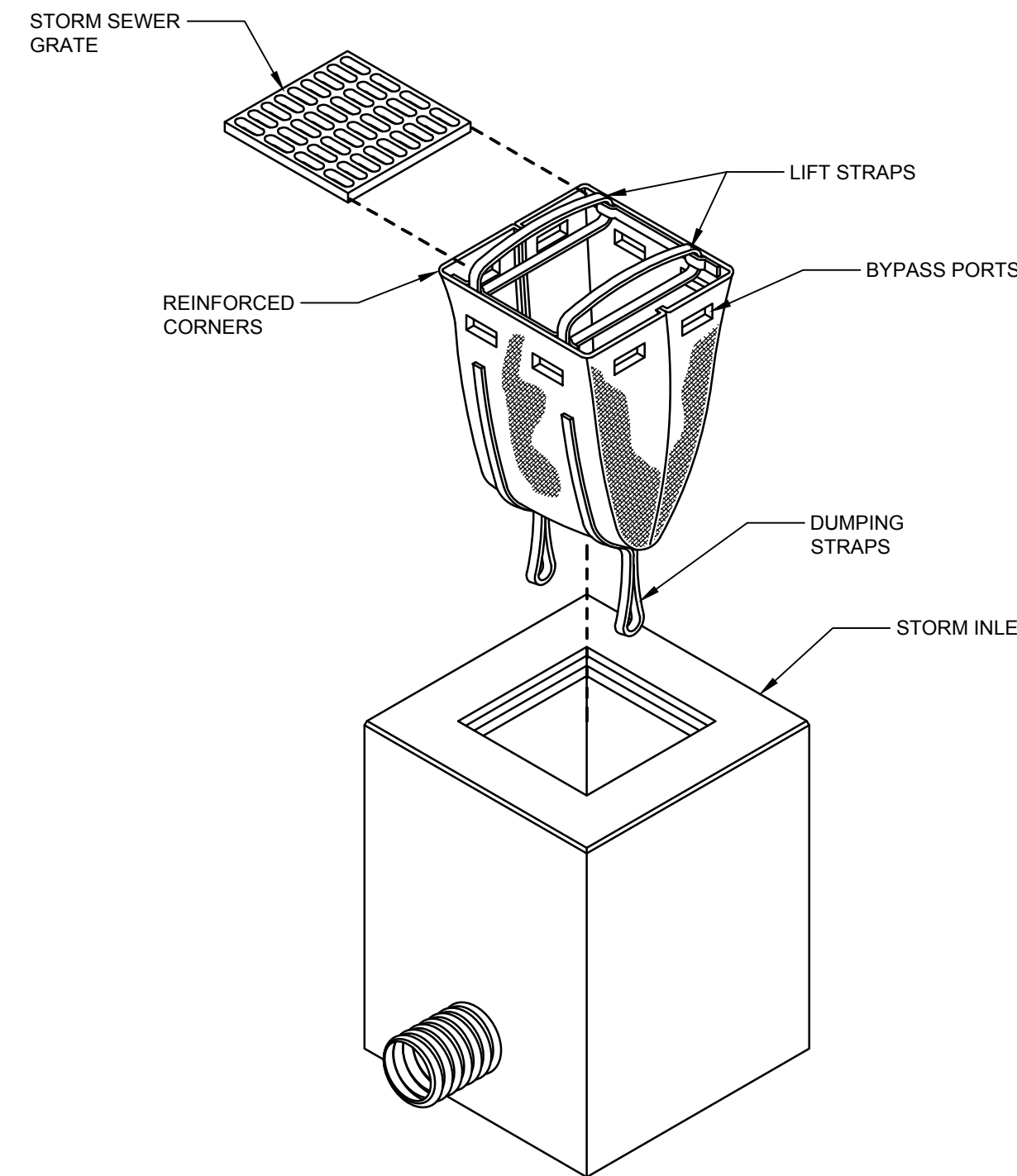


**SEDIMENT CONTROL FENCE**

SCALE: NONE

**SILT FENCE NOTES**

- THE HEIGHT OF SILT FENCE SHALL NOT EXCEED 36 INCHES ABOVE GROUND.
- THE FILTER FABRIC SHALL BE PURCHASED IN A CONTINUOUS ROLL CUT TO THE LENGTH OF THE BARRIER TO AVOID THE USE OF JOINTS. WHEN JOINTS ARE NECESSARY, FILTER CLOTH SHALL BE SPliced TOGETHER ONLY AT A SUPPORT POST, WITH A MINIMUM OF A 6 INCH OVERLAP, AND SECURELY SEALED.
- POSTS SHALL BE SPACED A MAXIMUM OF 6 FEET APART AT THE BARRIER LOCATION AND DRIVEN SECURELY INTO THE GROUND (MINIMUM OF 18 INCHES).
- A TRENCH SHALL BE EXCAVATED APPROXIMATELY 4-INCHES WIDE AND 4 INCHES DEEP ALONG THE LINE OF POSTS AND UPSLOPE FROM THE BARRIER.
- WHEN STANDARD STRENGTH FILTER FABRIC IS USED, A WIRE MESH SUPPORT FENCE SHALL BE FASTENED SECURELY TO THE UPSLOPE SIDE OF THE POSTS USING HEAVY DUTY WIRE STAPLES AT LEAST 1-INCH LONG, TIE WIRES OR HOG RINGS. THE WIRE SHALL EXTEND INTO THE TRENCH A MINIMUM OF 2-INCHES.
- THE STANDARD STRENGTH FILTER FABRIC SHALL BE STAPLED OR WIRED TO THE FENCE, AND 6-INCHES OF THE FABRIC SHALL BE EXTENDED INTO THE TRENCH.
- FILTER FABRIC SHALL NOT BE STAPLED TO EXISTING TREES.
- WHEN EXTRA STRENGTH FILTER FABRIC IS USED, THE WIRE MESH SUPPORT FENCE MAY BE ELIMINATED. IN SUCH A CASE, THE FILTER FABRIC IS STAPLED OR WIRED DIRECTLY TO THE POSTS.
- THE TRENCH SHALL BE BACKFILLED AND SOIL COMPACTED OVER THE FILTER FABRIC.
- SILT FENCES SHALL BE REMOVED WHEN THEY HAVE SERVED THEIR USEFUL PURPOSE, BUT NOT BEFORE THE UPSLOPE AREA HAS BEEN PERMANENTLY STABILIZED.
- SILT FENCES AND FILTER BARRIERS SHALL BE INSPECTED IMMEDIATELY AFTER EACH RAINFALL AND AT LEAST DAILY DURING PROLONGED RAINFALL. ANY REQUIRED REPAIRS SHALL BE MADE IMMEDIATELY.
- SEDIMENT DEPOSITS SHALL BE REMOVED AFTER EACH STORM EVENT. THEY MUST BE REMOVED WHEN DEPOSITS REACH APPROXIMATELY ONE-HALF THE HEIGHT OF THE BARRIER.
- SEDIMENT DEPOSITS REMAINING IN PLACE AFTER THE SILT FENCE IS NO LONGER REQUIRED SHALL BE DRESSED TO CONFORM WITH THE EXISTING GRADE, PREPARED AND SEEDED



NOTES: REMOVE INLET PROTECTION WHEN THE CONTRIBUTING DRAINAGE AREAS HAVE BEEN STABILIZED.

**INLET PROTECTION DETAIL**

SCALE: NONE

**MISCELLANEOUS QUANTITIES**

ITEM	QTY.
Mobilization, Max	1 LSUM
Sidewalk, Rem	10 Syd
Curb and Gutter, Rem, Modified	50 Ft
Subgrade Undercutting, Type II	50 Cyd
Erosion Control, Inlet Protection, Fabric Drop	5 Ea
Erosion Control, Silt Fence	1,000 Ft
Dr Structure, Adj, Add Depth	5 Ft
HMA Surface, Rem	15 Syd
Hand Patching	10 Ton
Conc Base Cse, Nonreinf, 6 inch	10 Syd
Curb, Conc, Det E2	300 Ft
Curb and Gutter, Conc, Det C4	50 Ft
Sidewalk, Conc, 4 inch	100 Sft
Pedestrian Type II Barricade, Temp	5 Ea
Traffic Control	1 LSUM
Slope Restoration, Non-Freeway, Type B	500 Syd

**WIGHTMAN**  
433 E. RANSOM ST.  
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269.327.3532  
www.gowightman.com

SAMUEL A. LEATCH  
6201068854

PROJECT NAME:  
**LANSING ROAD SIDEWALK - PHASE III**  
CITY OF POTTERTVILLE  
319 N. NELSON STREET  
POTTERTVILLE, MI 48876

01/12/07/2023 SAL  
ISSUED FOR PRELIMINARY REVIEW

00/11/24/2023 SAL  
PRELIMINARY - NOT FOR CONSTRUCTION

**REVISIONS**

DATE: DECEMBER, 2023  
SCALE: AS NOTED

TYPICAL SECTIONS, NOTES, DETAILS AND MISC. QUANTITIES

JOB No. 234260  
**C002**  
OF 6



10+27 BENCHMARK 81.8' - PRESERVE  
10+27 POWER POLE 81.8'

10+67 SIGN, COUNTRY MANOR 51.2'  
10+76 SIGN, COUNTRY MANOR 53.7'

10+77 SAN MH 6.3' - ADJ. CASE 2

10+88 20" PINE 14.5'

11+86 18" PINE 3.2' - REMOVE

12+45 20" PINE 16.2'

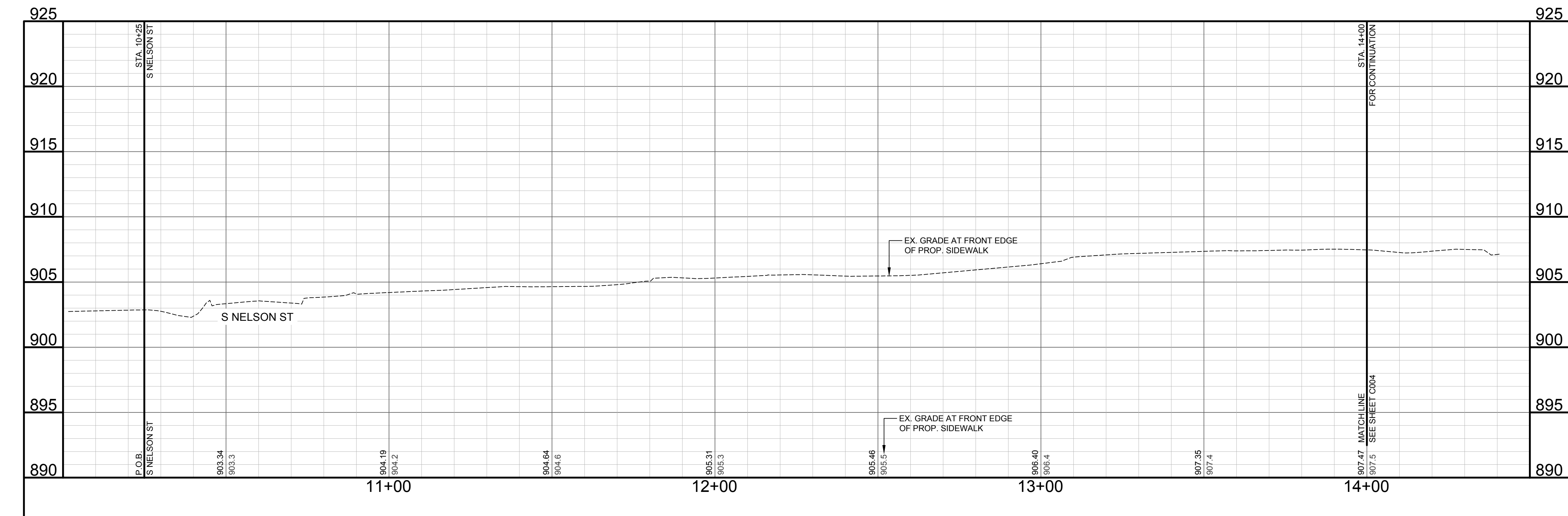
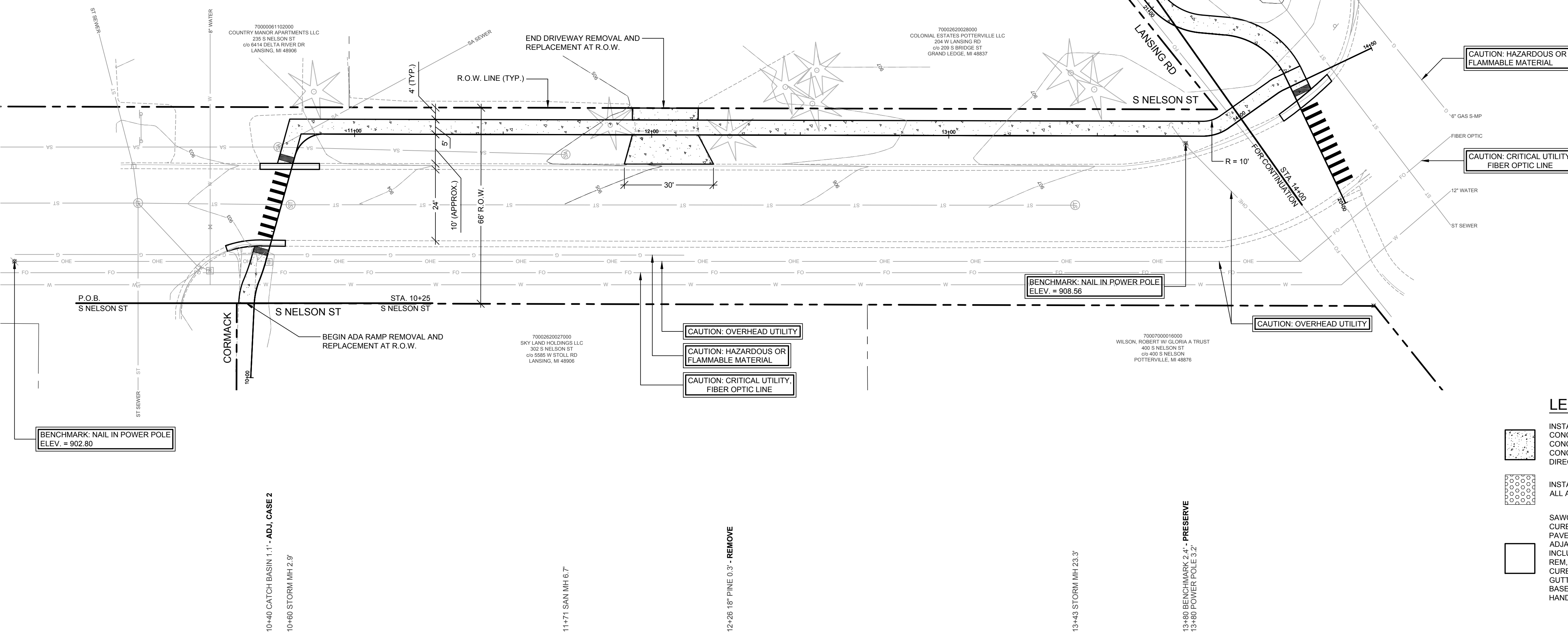
12+54 20" PINE 10.6'  
12+56 18" PINE 21.9'

13+41 22" PINE 21.1'

13+49 22" PINE 15.6'

13+75 GUY WIRE 3.1' - RELOCATE BY OTHERS

14+42 SIGN, STREET 12.0'

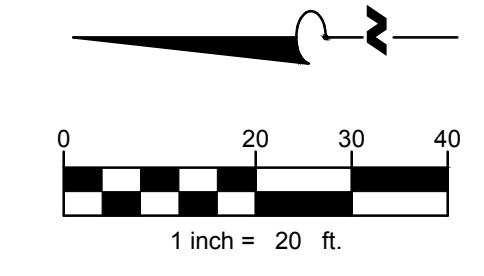


QUANTITIES THIS SHEET	
ITEM	QTY.
Tree, Rem, 6 inch to 18 inch	2 Ea
Pavt, Rem	35 Syd
Sidewalk, Rem	15 Syd
Curb and Gutter, Rem, Modified	40 Ft
Dr Structure Cover, Adj, Case 2	2 Ea
HMA Surface, Rem	20 Syd
Hand Patching	2 Ton
Conc Base Cse, Nonreinf, 6 inch	10 Syd
Driveway, Nonreinf Conc, 6 inch	40 Syd
Curb and Gutter, Conc, Det C4	25 Ft
Detectable Warning Surface	10 Ft
Curb Ramp Opening, Conc	15 Ft
Sidewalk, Conc, 4 inch	1,525 Sft
Sidewalk, Conc, 6 inch	125 Sft
Curb Ramp, Conc, 6 inch	100 Sft
Sidewalk Grading	350 Ft
Pavt Mrlg, Ovly Cold Plastic, 12 inch, Crosswalk	40 Ft
Slope Restoration, Non-Freeway, Type B	350 Syd

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PROJECT NAME:  
**LANSING ROAD  
SIDEWALK - PHASE  
III**

CITY OF  
**POTTERVILLE**  
319 N. NELSON STREET  
POTTERVILLE, MI 48876



CAUTION: HAZARDOUS OR  
FLAMMABLE MATERIAL

CAUTION: CRITICAL UTILITY,  
FIBER OPTIC LINE

CAUTION: OVERHEAD UTILITY

CAUTION: OVERHEAD UTILITY

CAUTION: HAZARDOUS OR  
FLAMMABLE MATERIAL

CAUTION: CRITICAL UTILITY,  
FIBER OPTIC LINE

**LEGEND**

INSTALL SIDEWALK, CONC, 4 INCH (SIDEWALK,  
CONC, 6 INCH THROUGH DRIVES), CURB RAMP,  
CONC, 6 INCH; AND DRIVEWAY, NONREINF  
CONC, 6 INCH AS SHOWN ON THE PLANS OR AS  
DIRECTED BY THE ENGINEER.

INSTALL DETECTABLE WARNING SURFACE AT  
ALL ADA RAMP SIDEWALK / CURB INTERFACES.

SAWCUT AND REMOVE EXISTING CONCRETE  
CURB AND GUTTER AND FULL DEPTH EXISTING  
PAVEMENT AT A UNIFORM WIDTH OF 2'  
ADJACENT TO EXISTING CURB AND GUTTER  
INCLUDED IN PAYMENT FOR CURB AND GUTTER.  
REM, MODIFIED. MATCH EXISTING CONCRETE  
CURB AND GUTTER PAID FOR AS CURB AND  
GUTTER, CONC, DET C4. RESURFACE WITH CONC  
BASE CSE, NONREINF, 6 INCH AND 220 #/SYD  
HAND PATCHING.

01 12/07/2023 SAL  
ISSUED FOR PRELIMINARY  
REVIEW

00 11/24/2023 SAL  
PRELIMINARY - NOT FOR  
CONSTRUCTION

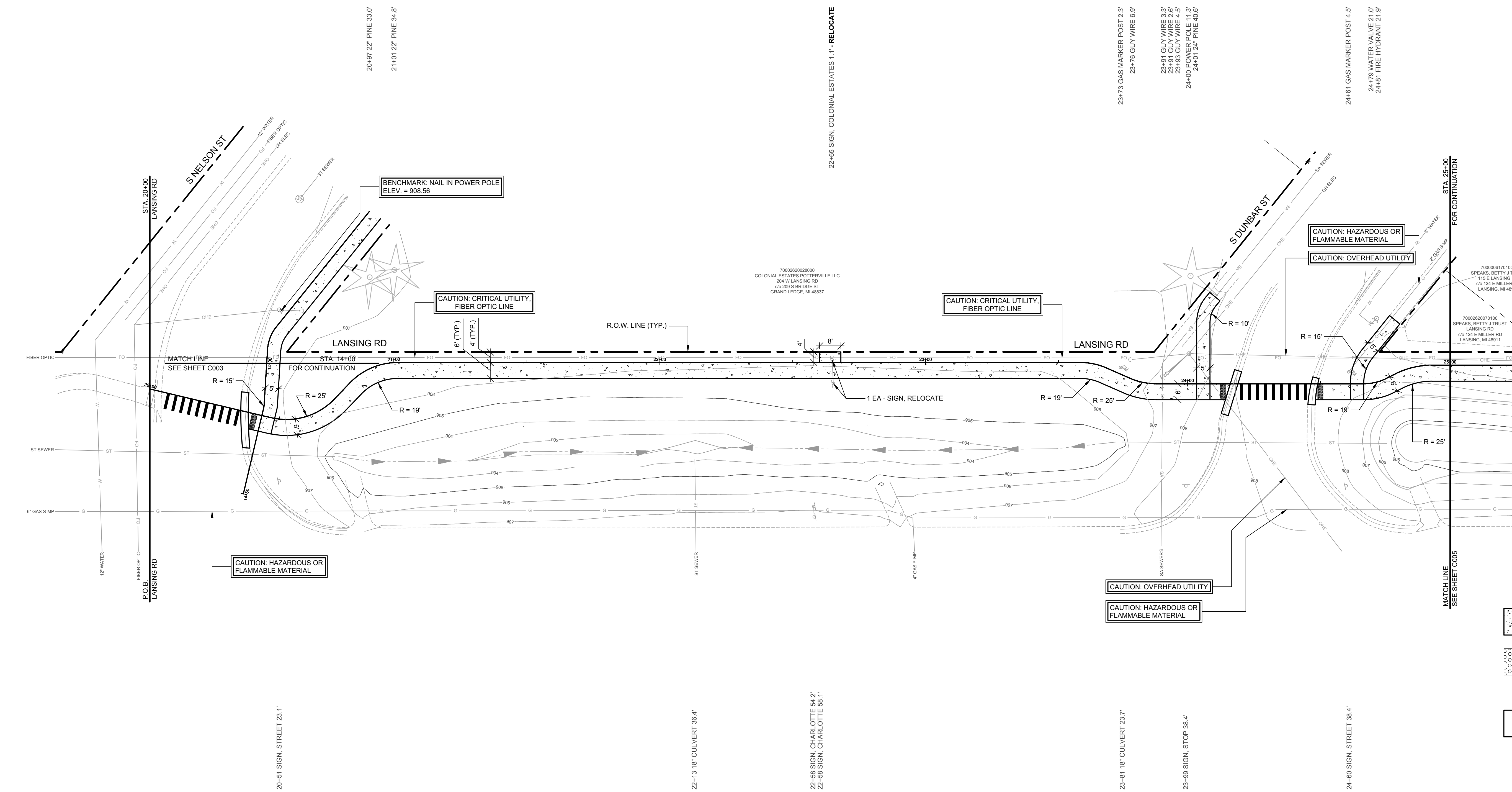
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DATE: DECEMBER, 2023

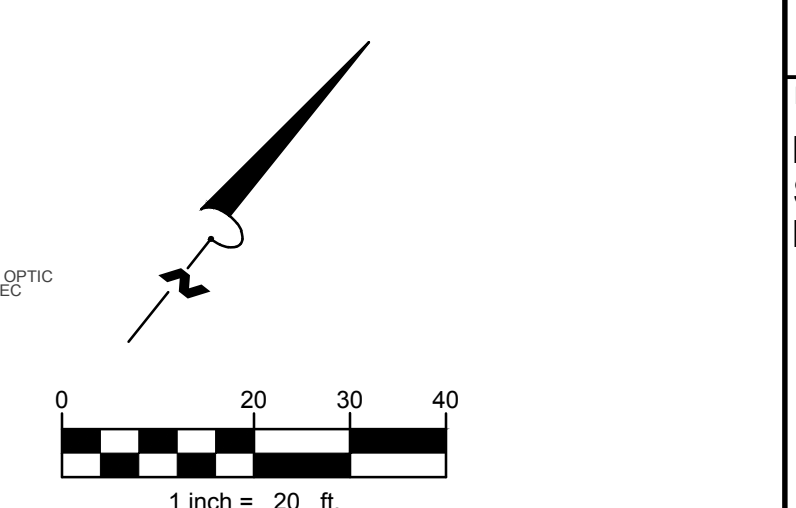
SCALE: 1" = 20'H; 5'V

PLAN AND PROFILE -  
S NELSON STREET --  
STA. 10+25 (P.O.B.) TO STA.  
14+00 (P.O.E)

JOB No. 234260  
**C003**  
OF 6



QUANTITIES THIS SHEET	
ITEM	QTY.
Sidewalk, Rem	15 Syd
Curb and Gutter, Rem, Modified	50 Ft
Hand Patching	3 Ton
Conc Base Cse, Nonreinf, 6 inch	15 Syd
Curb and Gutter, Conc, Det C4	25 Ft
Detectable Warning Surface	20 Ft
Curb Ramp Opening, Conc	25 Ft
Sidewalk, Conc, 4 inch	2,870 Sft
Curb Ramp, Conc, 6 inch	140 Sft
Sidewalk Grading	515 Ft
Sign, Relocate	1 Ea
Pavt Mrgk, Ovly Cold Plastic, 12 inch, Crosswalk	120 Ft
Bench	1 Ea
Trash Receptacle	1 Ea
Slope Restoration, Non-Freeway, Type B	500 Syd

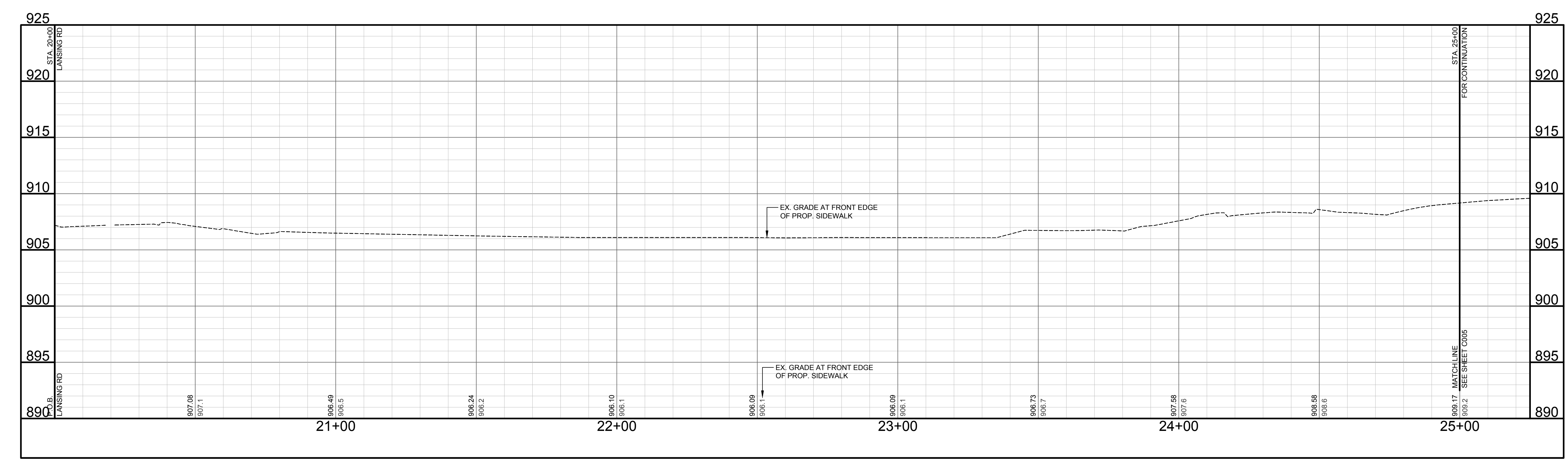


**LEGEND**

INSTALL SIDEWALK, CONC, 4 INCH (SIDEWALK, CONC, 6 INCH THROUGH DRIVES); CURB RAMP, CONC, 6 INCH; AND DRIVEWAY, NONREINF CONC, 6 INCH AS SHOWN ON THE PLANS OR AS DIRECTED BY THE ENGINEER.

INSTALL DETECTABLE WARNING SURFACE AT ALL ADA RAMP SIDEWALK / CURB INTERFACES.

SAWCUT AND REMOVE EXISTING CONCRETE CURB AND GUTTER AND FULL DEPTH EXISTING PAVEMENT AT A UNIFORM WIDTH OF 2' ADJACENT TO EXISTING CURB AND GUTTER INCLUDED IN PAYMENT FOR CURB AND GUTTER, REM, MODIFIED. MATCH EXISTING CONCRETE CURB AND GUTTER PAID FOR AS CURB AND GUTTER, CONC, DET C4. RESURFACE WITH CONC BASE CSE, NONREINF, 6 INCH AND 220 #/SYD HAND PATCHING.



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PROJECT NAME:  
**LANSING ROAD  
SIDEWALK - PHASE  
III**

CITY OF  
**POTTERVILLE**  
319 N. NELSON STREET  
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DATE: DECEMBER, 2023  
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PLAN AND PROFILE -  
LANSING ROAD --  
STA. 20+00 (P.O.B.) TO STA.  
25+00

JOB No. 234260  
**C004**  
OF 6



QUANTITIES THIS SHEET	
ITEM	QTY.
Curb and Gutter, Rem, Modified	40 Ft
HMA Surface, Rem	15 Syd
Hand Patching	5 Ton
Conc Base Cse, Nonreinf, 6 inch	10 Syd
Curb and Gutter, Conc, Det C4	25 Ft
Detectable Warning Surface	15 Ft
Curb Ramp Opening, Conc	15 Ft
Sidewalk, Conc, 4 inch	2,075 Sft
Sidewalk, Conc, 6 inch	240 Sft
Curb Ramp, Conc, 6 inch	130 Sft
Sidewalk Grading	415 Ft
Pavt Mrlg, Ovly Cold Plastic, 12 inch, Crosswalk	60 Ft
Slope Restoration, Non-Freeway, Type B	400 Syd

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 SIDEWALK - PHASE  
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PLAN AND PROFILE -  
 LANSING ROAD --  
 STA. 25+00 TO STA. 29+05  
 (P.O.E.)

JOB No. 234260  
**C005**  
 OF 6

