

Gregg  
Miller  
Nash

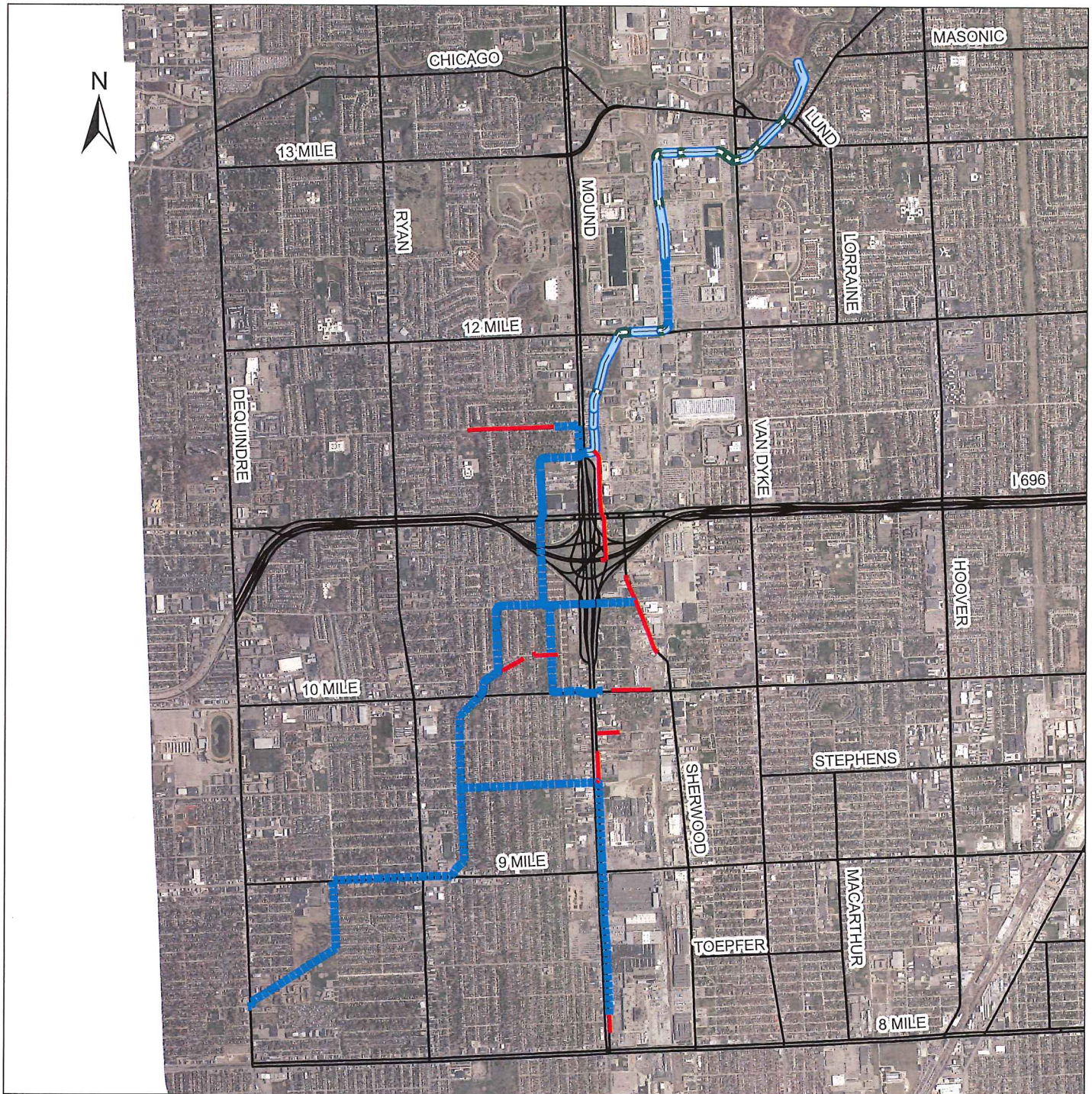
BEAR CREEK  
INTER-COUNTY DRAINAGE BOARD  
JANUARY 24, 2018  
10:00 A.M.  
AGENDA

	<u>Page</u>
1. Call meeting to order and roll call	
2. Approval of Agenda	
3. Public participation	
4. Approval of minutes of meeting of December 19, 2017	3
5. Progress Report Update – Jeff Bednar/Anderson, Eckstein & Westrick	6
6. Approval of Proposal for Surplus Property Survey, Split and Combination, and Easements – Tamara Keskeny	20
7. Consideration of approval of invoices:	23
See attached spreadsheet	
8. Financial Update – Bruce Manning	24
9. Old Business	
10. New Business	
11. Adjourn	



# BEAR CREEK DRAIN (INTER COUNTY) & BRANCHES

## CENTERLINE/WARREN/OAKLAND COUNTY



### Legend



Drain Length (Feet/Miles):  
87,023.47 / 16.48

- | Enclosed Gravity  | Open Channel  |
|---|---|
| <span style="color: red;">—</span> < 60" Dia  | <span style="border: 1px solid blue; border-radius: 5px; display: inline-block; width: 20px; height: 10px;"></span> Ditch |
| <span style="color: blue;">■■■■■</span> ≥ 60" Dia   | <span style="color: blue;">- - - - -</span> Pond  |
| <span style="border-top: 1px dashed black; display: inline-block; width: 20px; height: 10px;"></span> Culvert |   |





A meeting of the Inter-County Drainage Board for the **BEAR CREEK DRAIN** was held in the Office of the Macomb County Public Works Commissioner, 21777 Dunham Road, Clinton Township, Michigan on December 19, 2017.

PRESENT: Michael Gregg, Chairman  
Michigan Department of Agriculture & Rural Development

Candice Miller, Secretary  
Macomb County Public Works Commissioner

Jim Nash, Member  
Oakland County Water Resources Commissioner

ALSO PRESENT: Brian Baker, Chief Deputy, Karen Czernel, Deputy, Bruce Manning, Financial Manager, Evans Bantios, Construction & Maintenance Manager, Tom Stockel, Construction Manager, Jeff Bednar, P.E., CFM, Environmental Engineer, Dan Heaton, Public Relations Manager, Tamara Keskeny, Property Manager, Barbara Delecke, Administrative Services, Office of Macomb County Public Works Commissioner; Anne Vaara, Chief Deputy, Steve Korth, P.E., Manager, Jacklyn Thomas, Staff Assistant, Office of Oakland County Water Resources Commissioner; Christine Kosmowski, Michigan Dept. of Agriculture & Rural Development; Gordon Wilson, P.E., Craig Amey, P.S., Sydney Kanan, Graduate Engineer, Anderson, Eckstein & Westrick, Inc. (AEW)

The Chairman called the meeting to order at 11:24 a.m.

A motion was made by Mr. Nash, supported by Ms. Miller to approve the agenda as presented.

Adopted: YEAS: 3  
NAYS: 0

The minutes of the meeting of November 29, 2017 were presented. A motion was made by Ms. Miller, supported by Mr. Nash to approve the minutes as presented.

Adopted: YEAS: 3  
NAYS: 0

Ms. Kanan updated the Board on upcoming projects. A meeting was held with Macomb and Oakland Counties, AEW and Fahey, Schultz, Burzych, Rhodes, PLC. Oakland County will field verify if the Bear Creek Extension Drain exists and provide a report of same at the next meeting. The next item discussed was the route and course certificate for the main line and the branches. AEW will submit a proposal at the January meeting. Mr. Bednar questioned whether the Board should move forward with minor repairs to the main line or wait until the entire system has been field verified. The second proposal involves the condition assessment. The third proposal would provide for an easement inventory. It was determined that AEW would be the best firm to conduct this work because of their involvement with the SAW Grant. The cost for the route and course certificate for the main branch is estimated at \$9,000; the cost for the route and course certificate for the Warren Branches is estimated at \$11,000, the cost for the condition assessment will be determined once the route and course certificates are complete; and the review of easements and easement inventory will cost approximately \$24,000. The Board has a fiduciary responsibility to the properties and public corporations in the district to figure out who has juris-

diction and the condition. The infrastructure/rehabilitation should be re-examined and priority of work determined.

Ms. Kanan suggested having a district delineation done on the Sharkey Relief Drain under the SAW Grant, which is a tributary of the Bear Creek Drain.

A motion was made by Ms. Miller, supported by Mr. Nash to have AEW proceed with bringing back engineering proposals for the route and course certificates, condition assessment and easement inventory.

Adopted: YEAS: 3  
NAYS: 0

The Chairman presented the invoices totaling \$1,114.25 as provided to the board for review and approval.

Motion was made by Ms. Miller, supported by Mr. Nash to approve the invoices as presented.

Adopted: YEAS: 3  
NAYS: 0

A motion was made by Mr. Nash, supported by Ms. Miller to receive and file the financial report given by Mr. Manning.

Adopted: YEAS: 3  
NAYS: 0

Ms. Keskeny will have a title search done on the vacant property so that the survey can be completed which includes the split and combining of lands cost.

There being no further business, it was moved by Mr. Nash, supported by Ms. Miller, that the meeting of the Bear Creek Inter-County Drainage Board be adjourned.

Adopted: YEAS: 3  
NAYS: 0

The meeting was adjourned at approximately 11:53 a.m.



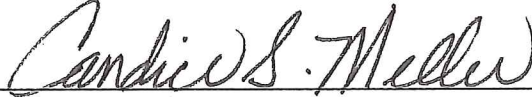
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Candice S. Miller, Secretary  
Bear Creek Inter-County Drainage Board



STATE OF MICHIGAN  
COUNTY OF MACOMB

I certify that the foregoing is a true and correct copy of proceedings taken by the Inter-County Drainage Board for the Drainage District shown on the attached set of Minutes, on December 19, 2017, the original of which is on file in the Public Works Commissioner's Office. Public notice of the meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1975, including, in the case of a special or rescheduled meeting or a meeting secured for more than 36 hours, notice by posting at least 18 hours prior to the time set for the meeting.



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Candice S. Miller, Secretary  
Bear Creek Inter-County Drainage Board

DATED: 12/20/17

Attachment

9064.bd

# PROGRESS UPDATE

**PROJECT:** Bear Creek Infrastructure Rehabilitation      **DATE:** January 16, 2018  
Bear Creek District Delineation  
Bear Creek Green Infrastructure

**UPDATE BY:** Sydney Kanan

---

## BEAR CREEK INFRASTRUCTURE REHABILITATION

### Tasks accomplished:

- a. Provided preliminary estimate for rehabilitation and replacement repairs. (\$785,330.00)
  - Estimate includes open channel repair and sinking catch basin replacement presented at previous meetings.
- b. Determined number of structures which were constructed of CMP (9).
- c. AEW, MCPWO and OCWRC conducted a meeting to discuss prioritization of rehabilitation locations.

### Anticipated tasks:

- a. Based on the prioritization meeting, AEW will compile a revised cost estimate and provide at the February meeting.

### Requested Information/Actions from MCPWO or OCWRC:

- a. MCPWO to look into cutting down the tree over structure 016C088.

## BEAR CREEK DISTRICT DELINEATION

### Tasks accomplished:

- a. District delineation is complete and has determined the Bear Creek Warren Branches and Bear Creek Warren Branch No. 2 are a part of the Bear Creek and that the Bear Creek Extension is its own drain.
- b. AEW has compiled and attached three (3) proposals for professional services as follows;
  - Proposal 1 – Route and Course Certificate (Main Line and Branches)
  - Proposal 2 – Condition Assessment (Branches)
  - Proposal 3 – Easement Inventory (Main Line and Branches)
- c. AEW has contacted the MDEQ regarding a district delineation for the Sharkey Relief Drain; the MDEQ has confirmed such activities can be performed and are SAW Grant eligible.



**Anticipated tasks:**

**Bear Creek Extension**

- a. Oakland County WRC to field verify physical existence of the Bear Creek Extension and report findings at the January meeting.
  - Depending on the results of the field investigation, potential coordination with Fahey, Schultz, Burzych, Rhodes may be needed to execute petition.

**Route and Course Certificate**

- a. Pending Proposal 1 approval.

**Condition Assessment**

- a. Pending Proposal 2 approval.

**Easements**

- a. Pending Proposal 3 approval.

**Accounting/Apportionments**

- a. MCPWO to discuss consolidating tributary drains with the Warren Branches to be transferred to a Chapter 20 drain.
- b. Apportionments will be discussed further pending ownership discussion.

**Tributary Drains**

- a. AEW to perform a district delineation on the Sharkey Relief Drain.

*NOTE: all updates on for this item of work will be included in the Sharkey Relief Drain progress update only.*

**Requested Information/Actions from MCPWO or OCWRC:**

- a. MCPWO to locate historical plans relating to the "East Route"

**BEAR CREEK GREEN INFRASTRUCTURE**

**Tasks accomplished:**

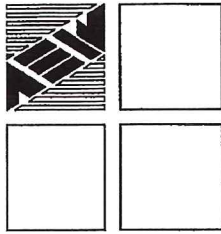
- a. N/A

**Anticipated tasks:**

- a. Determine framework for introducing green infrastructure to communities within the Bear Creek Drainage District.

**Requested Information/Actions from MCPWO or OCWRC:**

- a. N/A



## ANDERSON, ECKSTEIN AND WESTRICK, INC.

51301 Schoenherr Road, Shelby Township, Michigan 48315  
Civil Engineers • Surveyors • Architects 586-726-1234

January 16, 2018

Mr. Michael Gregg  
Chair, Bear Creek ICD Board  
21777 Dunham Road  
Clinton Township, Michigan 48036

Reference: **Proposal for Professional Services**  
Delineation of Bear Creek Drain

Dear Mr. Gregg:

Thank you for considering our firm for providing professional engineering and surveying services on the project referenced above.

### **Understanding of the Project**

It is our understanding that you have requested a proposal for a "metes and bounds" description for the following parts of the Bear Creek Drain:

1. Bear Creek Inter-County Drain. This will be a centerline description extending from Dequindre Road near the southwest corner of the City of Warren, to the Red Run Drain, north of Chicago Road in the north end of the City of Warren. The description will include the "West Route" as described in a 1958 description, but will not include the "East Route".
2. Warren Branch of Bear Creek Drain. This centerline description will include areas near Mound Road north of I-696, and in the area of Stephens Road and Mound Road.
3. Warren Branches No 2 of Bear Creek Drain. This centerline description will include areas of the Bear Creek Drain near the Mound Road and I-696 Intersection.
4. East Route. A centerline description of the remaining sections of the East Route will be prepared.
5. Maps will also be prepared for each of the descriptions.

### **Services to be Provided:**

AEW will use existing information from Macomb County Public works, physical locations obtained during previous surveys of the drain, and additional field surveys as necessary to adequately determine the location of the drains. This proposal does not include in-pipe





Mr. Gregg  
January 16, 2018  
Page 2

surveys of any enclosed portions of the drain. Should in-pipe surveys become necessary due to potential conflicts with structures or buildings or other such concerns, a separate proposal will be negotiated.

Prior research and mapping of drain descriptions, depicted "East Route" and "West Route" segments of the Bear Creek Inter-County Drain. The West Route is part of the current alignment of the Bear Creek Inter-County Drain, and will be included within its metes and bounds description.

The East Route as described in 1958 documents does not appear to exist as described. Based on our preliminary investigation, we believe there are two remaining sections of the East Route. One section intersects the Bear Creek ICD just east of the Mound Road crossing and extends approximately 1000 feet to the south. The other section intersects the Bear Creek ICD approximately 1050 feet northeasterly of the 10 Mile Road crossing and extends northeasterly approximately 1000 feet to a point south of Engleman Avenue. This proposal includes the effort to field investigate the remaining segments of the East Route and confirm their termini. Should AEW determine that there are significant additions to the East Route beyond the extents indicated herein, AEW will bring this issue to the Bear Creek ICD Board to advise and approve any additional effort.

### **Responsibilities of the Client**

The client will provide AEW with:

- All as-built information of the enclosed sections of the Bear Creek Drain
- Information regarding the relocation of the Warren Branches No. 2 at I-696.
- As-built information of the enclosed sections of the Warren Branches.

### **Fee for Professional Services**

The following fees will be on an hourly basis with estimated budgets as shown below:

Proposal 1: Centerline description for the Bear Creek Inter-County Drain \$ 9,850

Proposal 1A: Centerline descriptions for Warren Branch, Warren Branch No. 2 and the East Route. \$12,500

Attendance at meetings Hourly



Mr. Gregg  
January 16, 2018  
Page 3

Any additional services will be provided on an hourly basis according to our rate schedule effective for the period in which the work is performed.

This proposal does not include revisions to the plans due to changes in the project presented by the Client or his representative once engineering work has begun.

**Execution of the Agreement**


We trust that this proposal meets your needs. Please advise if any modifications or clarifications are required. When you are prepared to authorize us to proceed, please sign, date, and return one copy of this agreement with original signatures for our use.

We thank you once again for the opportunity to work with you on this project.

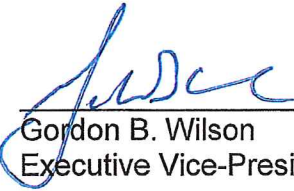
Sincerely,

Anderson, Eckstein and Westrick, Inc.

Accepted By

  
\_\_\_\_\_  
Craig P. Amey, P.S.  
Senior Project Surveyor

\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Gordon B. Wilson  
Executive Vice-President

\_\_\_\_\_  
Printed Name, Title

\_\_\_\_\_  
Date

Enclosure: Current Hourly Rate Schedule

cc:

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## EXHIBIT "A"

### HOURLY-BASE FEE SCHEDULE

#### PROFESSIONAL SERVICES

Where it is agreed that fees for services will be based upon the time worked on the project, such fees will be computed at the following rates:

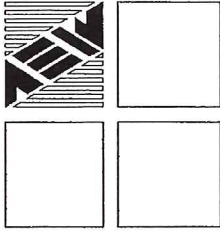
<u>Classification Hourly Rate</u>	<u>2018 Rates</u>
Principal Engineer/Surveyor/Architect	\$166.00
Project Manager	\$162.50
Senior Project Engineer	\$152.50
Project Engineer/Project Surveyor/ Resident Project Representative	\$138.00
Operation and Maintenance Specialist	\$132.50
Graduate Engineer/Surveyor/Architect	\$114.50
Team Leader/Designer	\$114.50
Drafter/Technician	\$ 94.50
Clerical	\$ 45.50
One-person Survey Crew (Crew Chief) w/Truck and Equipment	\$162.50
Two-person Survey Crew (Crew Chief and Instrument Man w/Truck and Equipment)	\$223.00
Three-person Survey Crew (Crew Chief and Instrument Man and Assistant w/Truck and Equipment)	\$275.00
Three Person Sewer Crew	\$333.00
Four Person Sewer Crew	\$409.00
Construction Observer	\$ 94.50

If necessary, the Consultant would serve on litigation or as an expert witness at a rate of 1.5 times the current hourly rate.

These rates are inclusive of all overhead items that are normal business operations. No reimbursable for normal business operations will be allowed, i.e., mileage, faxes, phone bills, etc.

Hourly-Basis Fee Schedule to be adjusted beginning January 1, 2019.

Effective January 1, 2018



## ANDERSON, ECKSTEIN AND WESTRICK, INC.

51301 Schoenherr Road, Shelby Township, Michigan 48315  
Civil Engineers • Surveyors • Architects 586-726-1234

January 16, 2018

Mr. Michael Gregg  
Chair, Inter-County Drain Board for Bear Creek  
21777 Dunham Road  
Clinton Township, Michigan 48036

Reference: **Proposal for Professional Services**  
Bear Creek Drain Condition Assessment

Dear Mr. Gregg:

Thank you for considering our firm for providing professional engineering services on the project referenced above.

### Understanding of the Project

It is our understanding that you have requested a proposal for the preparation, execution and overseeing of CCTV investigation of the following parts of the Bear Creek Drain:

1. Warren Branches of Bear Creek Drain (North Segment): Approximately 4,171 lineal feet of 36 inch to 60 inch storm sewer.
2. Warren Branches of Bear Creek Drain (South Segment): Approximately 11,159 lineal feet of 42 inch to 180 inch storm sewer.
3. Warren Branch No 2 of Bear Creek Drain: Approximately 12,815 lineal feet of 24 inch to 96 inch storm sewer.

NOTE: Storm sewer sizes and lengths were taken from record plan provided by the City of Warren.

### Services to be Provided:

AEW will provide the following services:

#### A. Preparation of Plans and Specifications

We will utilize GIS mapping to prepare a set of plans that show the location, size, length and structure numbers of the storm sewer lines proposed for CCTV investigation. From the GIS data will prepare a work schedule that indicates the map number, pipe id's, structure numbers, size and length.

We will prepare contract documents and specifications utilizing our standard EJCDC front end specifications or the standard front end specifications preferred by the Inter-County Drain Board for Bear Creek (ICDBBC).





Mr. Gregg  
January 16, 2018  
Page 2

**B. General Project Oversight**

During the CCTV investigation phase of the project we will be available on an as-needed basis to answer any questions that may come up. We will also prepare and submit monthly pay estimates to the ICDBBC based upon the work completed to date by the contractor.

**C. Structure Inspection**

AEW will provide two MACP certified inspectors to perform a condition assessment on all structure located along the main line of the branches as well as the first structure upstream of the main line of the branches.

**D. Construction Observation**

Macomb County Public Works Office will provide as-needed construction observation.

**E. QC of the CCTV Video and Repair Recommendations**

Upon completion of the CCTV investigation, AEW staff will review the video of all segments, assign a PACP rating, develop recommendations for any rehabilitation required and prepare engineers estimates for the recommended repairs.

**F. As-Builts**

Upon completion of the CCTV investigation, AEW staff will review the CCTV reports and incorporate location, size, length and material into an as-built set of plans for the ICDBBC.

**Fee for Professional Services**

The following fees will be on a lump sum (fixed fee) basis, not to exceed without prior authorization:

Preparation of Plans and Specifications	\$6,500
General Project Oversight	\$4,200
Structure Inspection	\$24,000
QC of the CCTV Video and Repair Recommendations	\$12,800
As-Builts	\$3,800
Meetings	<u>Hourly</u>

Total \$51,300 + Hourly

Any additional services will be provided on an hourly basis according to our rate schedule effective for the period in which the work is performed. We have attached our current hourly rate schedule as part of this proposal; this schedule is revised effective January 1 of each year and is considered an amendment to the proposal at that time.



Mr. Gregg  
January 16, 2018  
Page 3

This proposal does not include revisions to the plans due to changes in the project presented by the Client or his representative once engineering work has begun.

**Execution of the Agreement**


We trust that this proposal meets your needs. Please advise if any modifications or clarifications are required. When you are prepared to authorize us to proceed, please sign, date, and return one copy of this agreement with original signatures for our use.

We thank you once again for the opportunity to work with you on this project.

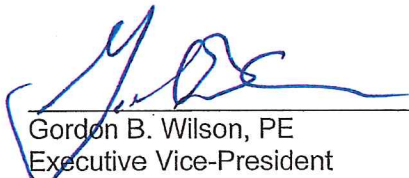
Sincerely,

Anderson, Eckstein and Westrick, Inc.

Accepted By

  
\_\_\_\_\_  
Sydney A. Kanan  
Graduate Engineer

\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Gordon B. Wilson, PE  
Executive Vice-President

\_\_\_\_\_  
Printed Name, Title

\_\_\_\_\_  
Date

Enclosure: Current Hourly Rate Schedule  
cc:



## EXHIBIT "A"

### HOURLY-BASE FEE SCHEDULE

#### PROFESSIONAL SERVICES

Where it is agreed that fees for services will be based upon the time worked on the project, such fees will be computed at the following rates:

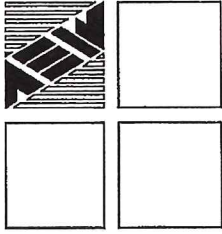
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Three Person Sewer Crew	\$333.00
Four Person Sewer Crew	\$409.00
Construction Observer	\$ 94.50

If necessary, the Consultant would serve on litigation or as an expert witness at a rate of 1.5 times the current hourly rate.

These rates are inclusive of all overhead items that are normal business operations. No reimbursable for normal business operations will be allowed, i.e., mileage, faxes, phone bills, etc.

Hourly-Basis Fee Schedule to be adjusted beginning January 1, 2019.

Effective January 1, 2018



**ANDERSON, ECKSTEIN AND WESTRICK, INC.**

51301 Schoenherr Road, Shelby Township, Michigan 48315  
Civil Engineers • Surveyors • Architects 586-726-1234

January 16, 2018

Mr. Michael Gregg  
Chair, Bear Creek ICD Board  
21777 Dunham Road  
Clinton Township, MI 48036

Reference: **Proposal for Professional Services**  
Right of Way Inventory of Bear Creek Drain

Dear Mr. Gregg:

Thank you for considering our firm for providing professional engineering and surveying services on the project referenced above.

**Understanding of the Project**

It is our understanding that you have requested a proposal for a Right of Way inventory of the Bear Creek Inter-County Drain, including the Warren Branches and the Warren Branches No. 2 drains.

**Services to be Provided:**

AEW will provide the following services with the assistance of a representative from Fahey Schultz Burzych Rhodes, PLC (FSBR).

- Research documents at the Department of Agriculture offices in Lansing.
- Research documents at Oakland County Water Resources Commissioner's Office in Waterford.
- Research documents at Macomb County Public Works Office in Clinton Township.

Upon completion of the research, AEW will develop a comprehensive map showing the location of all rights of way, easements, dedications or other such documents as described in the documents provided from the research.

The extent of the mapping will depend on the completeness and availability of recorded documents. AEW and FSBR will make every effort to locate all available documents. Neither AEW nor FSBR can guarantee that all documents describing rights of way, dedications, easements or other such documents will be found or are available.



Mr. Gregg  
January 16, 2018  
Page 2

### **Responsibilities of the Client**

The client will provide AEW with:

During the research effort of this project, AEW and FSBR will require assistance at each of the indicated offices to retrieve all documents relevant to the Bear Creek Inter-County Drain, and make them available at a date to be determined.

### **Fee for Professional Services**

The following fees will be an hourly basis with estimated budgets as shown below:

Research documents at various locations (includes representative from AEW and FSBR)	\$14,800
Prepare a comprehensive map of researched locations	\$ 9,100
Attendance at meetings	Hourly
Total Cost	\$23,900 + Hourly

Any additional services will be provided on an hourly basis according to our rate schedule effective for the period in which the work is performed.

This proposal does not include revisions to the plans due to changes in the project presented by the Client or his representative once engineering work has begun.





Mr. Gregg  
January 16, 2018  
Page 3

**Execution of the Agreement**

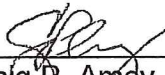
We trust that this proposal meets your needs. Please advise if any modifications or clarifications are required. When you are prepared to authorize us to proceed, please sign, date, and return one copy of this agreement with original signatures for our use.

We thank you once again for the opportunity to work with you on this project.

Sincerely,

Anderson, Eckstein and Westrick, Inc.

Accepted By

  
\_\_\_\_\_  
Craig P. Amey, PS,  
Senior Project Surveyor

\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Gordon B. Wilson  
Executive Vice-President

\_\_\_\_\_  
Printed Name, Title

\_\_\_\_\_  
Date

Enclosure: Current Hourly Rate Schedule

cc:

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**EXHIBIT "A"**

**HOURLY-BASE FEE SCHEDULE**

**PROFESSIONAL SERVICES**

Where it is agreed that fees for services will be based upon the time worked on the project, such fees will be computed at the following rates:

<u>Classification Hourly Rate</u>	<u>2018 Rates</u>
Principal Engineer/Surveyor/Architect	\$166.00
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If necessary, the Consultant would serve on litigation or as an expert witness at a rate of 1.5 times the current hourly rate.

These rates are inclusive of all overhead items that are normal business operations. No reimbursable for normal business operations will be allowed, i.e., mileage, faxes, phone bills, etc.

Hourly-Basis Fee Schedule to be adjusted beginning January 1, 2019.

Effective January 1, 2018

January 2, 2018

MEMORANDUM

TO: Bear Creek Drain Drainage Board

FROM: Tamara Keskeny, Property Manager

RE: Update for Surplus Property, Marcy

The attached survey quote from Urban Land is \$3,600.

Please review, with the Boards approval I will move forward with the survey.

An Informational title search was done, which will allow Urban Land to place the easement of record on the survey drawing.





**Civil Engineers  
Land Surveyors  
GPS Consultants  
Planners**

**8800 Twenty Three Mile Road  
Shelby Township, MI 48316-4516  
Phone: (586) 731-8030 Ex. 208  
Fax: (586) 731-2605  
Email: jarrett@urban-land.com**

December 20, 2017

Tamara Keskeny  
Manager Real Property,  
Macomb County Public Works Office  
21777 Dunham Road  
Clinton Twp., MI 48036

Re: Lots 22 to 25, excluding the west 180 feet, "S/P of Koehler's Woodland Sub.," City of Warren, Macomb County, MI. Parcel #13-29-103-024.

Dear Mrs. Keskeny:

Thank you for giving me the opportunity to make this proposal to you.

**Item #1: Boundary Survey.**

Includes a field survey, computations, verifying existing corners or setting new ones, and drawing of the above referenced property. **\$1200.00**

**Item #2: Proposed Splits and Combinations**

Includes splitting the above referenced property into 6 parcels and combining splits with adjoining property owners. Includes setting property corners on all splits, existing and new legal descriptions, and a certified survey drawing of each 6 parcels. **\$2100.00**

**Item #3: Easement Drawing and Description**

Includes locating the existing drain and designing a 70-foot easement drawing and description. **\$300.00**

The client understands and agrees that this Letter of Agreement does not include any guarantee either explicit or implied of any approval by the Township regarding the split.

As is our normal procedure we ask for a retainer of \$1800.00 and the remainder to be paid upon delivery of the survey. We will complete the work within 2-3 weeks of receipt of this signed proposal.

A standard Professional Services Proposal is attached and incorporated. Your acceptance of this proposal as indicated by your signature and an accompanying retainer check will constitute an agreement between us, and be our authority to proceed with the work. **This proposal is valid for 90 days.**



Civil Engineers  
Land Surveyors  
GPS Consultants  
Planners

8800 Twenty Three Mile Road  
Shelby Township, MI 48316-4516  
Phone: (586) 731-8030 Ex. 208  
Fax: (586) 731-2605  
Email: jarrett@urban-land.com

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ACCEPTED BY: \_\_\_\_\_

COMPANY \_\_\_\_\_

TITLE \_\_\_\_\_

DATE \_\_\_\_\_

URBAN LAND CONSULTANTS, L.L.C.

A blue ink signature of Jarrett Miller is written over a horizontal line.

Jarrett Miller, P.S.

TITLE: Member

DATE: December 20, 2017

\*\*\*\*\*WE NOW ACCEPT VISA AND MASTERCARD FOR YOUR CONVENIENCE\*\*\*\*\*

BEAR CREEK - 1/24/18

Funding Source	Apportionment	Manager	Vendor	Amount	Invoice Detail	Project Summary	Project Balance
Bear Creek	Chapter 21	Bednar	Anderson, Eckstein & Westrick	\$ 5,996.75	Invoice #0116144 - 12/7/17 Engineering Services - 10/16/17 - 11/12/17	District Delineation	
			Anderson, Eckstein & Westrick	\$ 21,338.10	Invoice #0116425 - 12/20/17 Engineering Services - 11/13/17 - 12/10/17	District Delineation	

**Total** \$ 27,334.85



**YTD Trial Balance**

**Fund: Bear Creek Combined**

**As of Fiscal Period: Oct 1, 2017-Dec 31, 2017**

	<b>O&amp;M Balance 9/30/2017</b>	<b>O&amp;M</b>	<b>Total 12/31/2017</b>
<b>Cash - Operating</b>	1,572,258	(10,999)	1,561,259
<b>Accounts Receivable</b>			0
<b>Assets</b>			0
<b>Liabilities<sup>(1)</sup></b>		29,670	29,670
<b>Revenues</b>		2,420	2,420
<b>Expenditures</b>		43,089	43,089
<b>Equity</b>	1,572,258		1,531,589
	0		

**NOTES**

1) Net amount of \$23,394 due to AEW for final invoices relating to SAW 1407.  
Final request is going under MS4 review at state level