

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Ken Hibl, City Manager
Date: March 31, 2016
Regarding: City Manager's Report

For the Agenda of April 4, 2016

Recreation Complex Preliminary Construction Coordination Meeting. We conducted a telephonic project conference call with Mark Zinser, the Operator's Union representative, on Mar 29th and discussed all the items iterated on the attached meeting outline document. The Operator's Union intends to commence staging in early May. There were no issues identified; however, we learned that the subcontractor who submitted a bid to hydro-seed the complex has offered to provide those services to the City pro bono if we provide the grass seed.

Lake Board Meeting. Just another reminder that the next scheduled meeting is April 12th.

Update – USDA Grant Application for Fire Department New Command Vehicle. We were notified (*see copy of att'd correspondence*) by USDA this week our pre-application for a new CFD Command/Grass Rig Vehicle scored very high, and we will be offered a grant for the purchase of the vehicle. A ten-day notice of a public hearing is required, thus we will make that notice next week and present the request for the Commission to formally approve our grant application at the April 18th meeting.

Small Urban Call for Projects. A preliminary administrative meeting of the Small Urban Task Force voting members (comprised of a representative of the Isabella County and Clare County Road Commissions, the Clare County Transit Authority, the Village of Farwell, and the City of Clare) was held on March 28th. We discussed a number of potential Farwell, Clare, & Transit Authority projects for the 2018-20121 call period. Due to present funding constraints, only one of our projects will likely be funded during that time period. The att'd MDOT document provides a list of eligible projects. The Task Force is scheduled to meet again on April 15th at which time we will hold a public hearing and then vote on our prioritized list of projects to be submitted for the 18-21 call period.

ISO RATING. We've received notice (ISO Letter att'd) that the results of our most recent ISO inspection for building codes and enforcement was satisfactory and allows us to retain our ISO Rating of 4. These excellent results are testimony to the proficiency and effectiveness of our Building Official, Dave Williams.

Attachment.

1. Meeting Outline.
2. Eligible Project List.
3. ISO Correspondence.

Clare Sports Complex, GFA # 14253

Agenda, March 24th, 2016

Responsibility:

Operators Union, Equipment. Insurance on equipment.

City of Clare, Insurance, fuel, temporary and permanent soil erosion control measures, materials, pipe materials, seed and mulch and construction oversight.

GFA, designing, permitting, storm water operations, material testing and construction oversight.

Work plan:

Staging areas? We don't want to move the dirt more than once, who will determine where to start, finish.

Demolition of the project. Tree removal. Stockpiling topsoil.

How will we handle errors?

Heavy soils may require delay in project due to any rain event.

Storm water operator for project.

GFA has certified storm water operators, since we are disturbing more than 5 acres we will be required to assess the site once a week, and within 24 hours of a storm water event. Training DPW.

Weekly construction meetings?

Staking needs

Soil erosion control

Site grading issues

Density testing

Scheduling project, updating schedule.

Ordering materials, pipe, storm manholes, seed and mulch.

Replacing topsoil. Soil Erosion Controls which include seed and mulch.

Bidding out the Seed and Mulch? Needs to be completed in sections as operators complete areas.

Prepare bid package for gravel, concrete curb and asphalt.

RURAL TASK FORCE/SMALL URBAN ELIGIBLE WORK TYPE DESCRIPTIONS AND CODES

ROAD PROJECTS CODE

Preservation: **11 Traffic Operations:** includes signing replacement, pavement markings/pavement marking changes and traffic signalization.

12 Safety: includes intersection revisions, lighting, median barriers, guard rails, railroad crossing improvements, pedestrian screening on structures, obstacle removal, culvert extensions, safety upgrading or widening to reduce accidents.

13 Bridge Rehabilitation: includes deck replacement, overlay, railing replacement, painting, underwater repairs, widening the same number of lanes, pins and hangers, superstructure replacement, bridge reconstruction without added lanes or miscellaneous rehabilitation work.

14 Resurface: includes resurfacing, bituminous shoulders, pavement patching, milling, pulverizing, minor widening, non-motorized shoulders, drainage improvements, curb & gutter, pavement recycling, crack sealing, elevation adjustments or resurfacing to extend the life of the road.

15 Restoration & Rehabilitation: includes recycling existing pavement, minor drainage and base improvements, adding 3' paved shoulders, adding new or reconditioned surface, joint repairs and pavement patching.

16 Reconstruction: includes work due to shifted or deteriorated pavement, inadequate base, inadequate drainage, interchange reconstruction for increased traffic volumes or work to improve sight distance.

17 Minor Widening: includes addition of left turn lane or right turn flare, additional lanes up to .5 miles, passing relief lanes less than 1.5 miles.

18 Roadside Facilities: includes maintenance or modernization of rest areas, welcome centers, bike paths, weigh stations, noise walls, landscaping. There is a separate roadside work type code for work to improve or expand such facilities.

19 Miscellaneous: used for situations that arise during the year that cannot be foreseen. These may include carpool lot upgrading, drainage assessments, or minor studies.

Improve:

21 Capacity Improvement: increases the efficiency of the roads and reduces delays. Includes adding at least one lane over .5 miles long (can also include reconstruction) or interchange upgrades that increase capacity.

22 Bridge Replacement: Includes replacing the structure and adding lanes or approach lanes. Other repairs may also be included as well.

23 Bridge Widening: includes addition of lanes, deck replacement with widening or superstructure replacement with widening.

24 Roadside facilities: new landscaping, expansion of rest areas, welcome centers, weigh stations, parking areas, carpool lots. New non-motorized paths or rest areas on existing



1000 BISHOPS GATE BLVD., SUITE 300 MT. LAUREL, NJ 08054 (856) 787-0412 (800) 444-4554

March 22, 2016

Mr. David Williams, Building Official
Clare
202 W. Fifth St.
Clare, MI 48617

RE: Building Code Effectiveness Grading Schedule Results
Clare, Clare, Isabella County, MI

Dear Mr. Williams:

We wish to thank you for the cooperation given to our representative, Thomas VanderMaas, during our recent survey. We have completed our analysis of the building codes adopted by your community and the efforts put forth to properly enforce those codes. The resulting Building Code Effectiveness Grading Classification is 4 for 1 and 2 family residential property and 4 for commercial and industrial property.

The Insurance Services Office, Inc. (ISO) is an insurer-supported organization with the primary mission of providing advisory insurance underwriting and rating information to insurers. There is no requirement that insurers use our advisory material. Insurers may have adopted, or may be in the process of adopting, an ISO insurance rating program that will provide rating credits to individual property insurance policies in recognition of community efforts to mitigate property damage due to natural disasters. These insurers may use the Building Code Effectiveness Grading Classification we have recently developed for your community as a basis for the credits used. While individual insurers may use different credits or different effective dates, the ISO program will apply credits to new construction within Clare that has been issued a Certificate of Occupancy in the year 2016 and forward.

We will email our report which provides additional information about our classification process and how we have graded various aspects of your community's building codes and their enforcement.

We want to highlight the fact that the Building Code Effectiveness Grading Schedule is an insurance underwriting and information tool; it is not intended to analyze all aspects of a comprehensive building code enforcement program nor is it for purposes of determining compliance with any state or local law or for making property/casualty loss prevention and life safety recommendations.

If you have any questions about the Classification that was developed, please let us know. Additionally, if you are planning on any future changes in your building codes or their enforcement, please advise us as these changes may affect our analysis and your community's grading classification.

Sincerely,

Mary Lucidi

Building Code Technical Analyst

Enclosure

Cc: Honorable Pat Humphrey, Mayor
Clare
202 W. Fifth St.
Clare, MI 48617