



**Cascade Charter Township
Kent County, Michigan**

**2013 – 2018
Capital Improvements Program**

Cascade Charter Township
Kent County Michigan
RESOLUTION 1 OF 2012

RESOLUTION OF SUPPORT TO ADOPT THE CASCADE CHARTER TOWNSHIP
CAPITAL IMPROVEMENT PLAN 2013-2018

Whereas, a Capital Improvement Plan is a tool that can be used to implement the Township Master Plan.

Whereas, the Capital Improvement Plan is a budgeting process used to determine public improvement needs over a 6-year period.

Whereas, the Capital Improvement Plan will assist the Township in making decisions for Improvements to its roads, parks, utilities and public buildings.

Whereas, the Capital Improvement Plan represents sound planning and management techniques that improve the efficiency and economy of local government.

Now Therefore Be It Resolved, that the Cascade Charter Township Planning Commission adopts the 2013-2018 Capital Improvement Plan for Cascade Charter Township and that it be forwarded to the Township Board for their adoption as well.

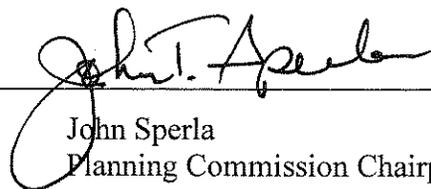
The foregoing Resolution was offered by Member Lewis, supported by Member Hammond. The roll call vote being as follows:

YEAS: Robinson, Lewis, Hammond, Sperla, Pennington, McCarthy, Williams,
Mead, Waalkes

NAYS: None

ABSENT: None

RESOLUTION DECLARED ADOPTED.



John Sperla
Planning Commission Chairperson

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Executive Summary

Overview

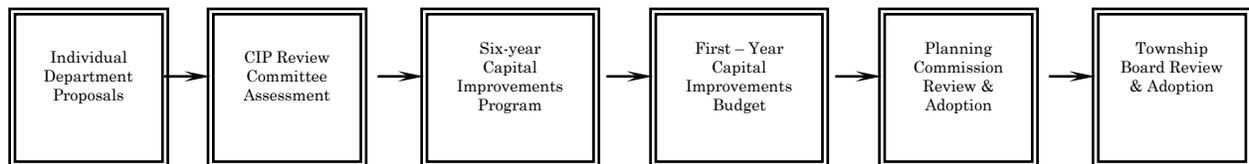
The capital improvements program (CIP) outlines a schedule of public service expenditures over the ensuing six-year period (Fiscal Years 2013-2018). The CIP does not address all of the capital expenditures for the Township, but provides for large, physical improvements which are permanent, including the basic facilities, services and installations needed for the functioning of the community. These include utilities, municipal facilities and other miscellaneous projects.

To qualify for inclusion into this initial CIP, a project must be consistent with 1) an adopted or anticipated component of the master plan, 2) a state and/or federal requirement, or 3) a Township approved policy. The minimum project cost for a CIP is \$10,000.

Preparation of the capital improvements program is done under the authority of the Township Planning Act (PA 168 of 1959, as amended). A significant amount of informational language is included to help citizens, staff and elected officials understand the complexity of the program and guide its future development. Subsequent CIP documents will be reviewed by the Planning Commission with the goal that the CIP will help implement the Township's Master Plan.

The capital improvements program proposes project funding relative to the anticipated availability of fiscal resources and the choice of specific improvements to be achieved throughout the six-year plan.

The Capital Improvements Program



- ❖ Six – Year Capital Improvements Plan
 - Mid-range planning document.
 - Describes all proposals submitted by individual departments.
 - Includes an assessment & prioritization of each project.
 - Adopted by Planning Commission.
 - Submitted to Township Board for approval.

- ❖ First – year Capital Improvements Budget
 - Short – range budget document.
 - Recommends which of these capital needs should be funded.
 - Identifies the expected revenue sources.
 - Submitted by the Township Manager to Township Board for adoption.

Organization

The Capital Improvements Program is divided into three major sections.

- ❖ The first section provides general information about the Township’s programming. It contains:
 - Introduction
 - Program Summary
 - Program Policies
 - Program Funding
- ❖ The 2013 Recommended Capital Improvements Budget provides information on projects for the first fiscal year of the plan: It contains:
 - Project Type
 - Project Name
 - Total Project Cost
 - 2013 Funding Requirements
 - Funding Source
- ❖ The 2013-2018 Capital Improvements Plan lists individual capital projects on separate pages within each section, divided by project types. Each project page contains:
 - A brief description of the project.
 - Proposed scheduling.
 - A narrative assessment and justification.
 - A statement regarding the project’s anticipated impact on operating expenses.
 - Cost information.
 - A location map, if appropriate.

Project Prioritization

Staff assessed all capital needs and gave each project a priority rating. The rating figure indicates whether a project is:

- ❖ *A – Essential:* urgent, high priority project that should be done if at all possible.
- ❖ *B – Desirable:* high priority project that should be done as funding becomes available.
- ❖ *C – Acceptable:* worthwhile project to be considered if funding is available.
- ❖ *D – Deferrable:* low priority project which can be postponed.

The Totals

- ❖ The total capital need over the next six years includes 41 projects, totaling \$10,147,000.

Project Type	Number of Projects	Six – Year Plan FY 2013-2018
Administration	4	212,000
Building & Grounds	7	261,000
Building Inspection	1	18,000
Cemeteries	2	165,000
DDA	9	3,618,000
Fire	9	1,142,000
Parks	4	250,000
Pathways & Sidewalks	1	300,000
Roads	0	
Sanitary Sewer	1	242,000
Water	3	3,939,000
Library	0	0
<i>TOTALS</i>	41	10,147,000

Projects

There are 41 projects totaling \$10,147,000.00 that are submitted as part of this initial Capital Improvements Program. Here are the nine first year projects ranked by their priority.

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects 0)		
Desirable (Total -Project \$590,000)		
Training Facility/Building	\$100,000	Fire Fund
Facility Update – Station 2	\$15,000	Fire Fund
Community Enhancement Project	\$100,000	DDA Fund
28 th St. Sidewalk to Patterson	\$375,000	DDA Fund
Acceptable (Total –Projects \$750,000)		
Replace 2000 Kawasaki Mule	\$15,000	General Fund
Blue Print Scanner	\$18,000	General Fund
Kraft St. Sewer – 60 th to ½ mile north	\$242,000	IRF
Kraft St. Water – 60 th to ½ mile north	\$415,000	IRF
Strategic Plan Park Improvements	\$60,000	General Fund
Deferrable (Total – 0 Projects \$0)		

* Reflects Total Cost of Project

Timing

The proposed expenditures are distributed as follows:

Department Highlights

Administration (Fund 101)							
Project Title:	Project Costs						TOTAL
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Server			12,000				12,000
Copy Machine				12,000			12,000
Outdoor Warning Sirens		50,000	50,000	50,000	25,000		175,000
Replace Telephone System		13,000					13,000
Totals	0	63,000	62,000	62,000	25,000	0	212,000

Cascade Charter Township Capital Improvements Program 2013-2018

**Buildings & Grounds
(Fund 101)**

Project Title:	Project Costs						TOTAL
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Replace 2001 Ford F250 Truck		44,000					44,000
Toro ZTR Mower		11,000					11,000
Replace 2000 Kawasaki Mule	15,000						15,000
Replace 2002 Ford F250 Crew			44,000				44,000
Replace Ford 2004 F350 Truck					45,000		45,000
Replace 2001 Ford F450 Dump				52,000			52,000
Repave Main Office Parking lot			50,000				50,000
Totals	15,000	55,000	94,000	52,000	45,000	0	261,000

*Project anticipated to be financed over a period of years

**Building Inspections
(Fund 249)**

Project Title:	Project Costs						TOTAL
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Blue Print Scanner	18,000						18,000
Totals	18,000	0	0	0	0	0	18,000

*Project anticipated to be financed over a period of years

**Cemeteries
(Fund 151)**

Project Title:	Project Costs						TOTAL
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
30 th Street Expansion					100,000		100,000*
30 th Street Irrigation				65,000			65,000
Totals	0	0	0	65,000	100,000	0	165,000

*Project anticipated to be financed over a period of years

DDA (Fund 248)

Project Title:	Project Costs						TOTAL
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Community Enhancement Project	100,000						100,000
Mast Arms – TRD/Cascade Rd.		138,000					138,000
Mast Arms – 28 th /Thornhills		150,000					150,000
Improve Ped Crossings		100,000					100,000
Roundabout – Cascade Rd.		1,400,000					1,400,000
Sidewalks on Cascade Rd. (28 th to Village Apartments)			300,000				300,000
Sound Garden				55,000			55,000
28 th Street sidewalk (to Patterson)	375,000						375,000
Centennial Park Improvements					1,000,000		1,000,000
Totals	475,000	1,788,000	300,000	55,000	1,000,000	0	3,618,000

* Project anticipated to be financed over a period of years

Cascade Charter Township Capital Improvements Program 2013-2018

**Fire Department
(Fund 206)**

Project Title:	Project Costs						TOTAL
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Training Facility/Building	100,000						20,000
Facility Update – Station 2	15,000						15,000
Generator – Station 1		20,000					20,000
Replace E6 (1992)		500,000					500,000
Replace Medic 11			55,000				55,000
Replace Rescue 7		198,000					198,000
Replace Grass Truck					54,000		54,000
Air Packs			150,000				150,000
Replace Chief's vehicle					50,000		50,000
Totals	115,000	718,000	205,000	0	104,000		1,142,000

*Project anticipated to be financed over a period of years

Parks (Fund 101)

Project Title:	Project Costs						TOTAL
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Rollerblade/Basketball Facility			50,000				50,000*
Strategic Plan Park Improvements	30,000	30,000					60,000
Repave Upper & Lower Lots at Tassell Park				45,000			45,000
Repave Nik Kik & Main parking lot at Rec. Park			95,000				95,000
Totals	30,000	30,000	145,000	45,000	0	0	250,000

*Project anticipated to be financed over a period of years

**Pathways & Sidewalks
(Fund 216)**

Project Title:	Project Costs						TOTAL
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Laraway Lake Pathway		300,000					300,000*
Totals	0	300,000	0	0	0	0	300,000

*Project anticipated to be financed over a period of years

Roads (Fund 101)

Project Title:	Project Costs						TOTAL
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Totals	0	0	0	0	0	0	0

*Project anticipated to be financed over a period of years

Cascade Charter Township Capital Improvements Program 2013-2018

**Sanitary Sewer
(Fund 246)**

Project Title:	FY 2013	FY 2014	Project Costs		FY 2017	FY 2018	TOTAL
			FY 2015	FY 2016			
Kraft St. – 60 th to ½ mile north	242,000						242,000*
Totals	242,000	0	0	0	0	0	242,000

*Project anticipated to be financed over a period of years

Water (Fund 246)

Project Title:	FY 2013	FY 2014	Project Costs		FY 2017	FY 2018	TOTAL
			FY 2015	FY 2016			
Burton Street – Highway Crossing			294,000				294,000*
North River Crossing						3,230,000	3,230,000*
Kraft St. – 60 th to ½ mile north	415,000						415,000*
Totals	415,000		294,000			3,230,000	3,939,000

*Project anticipated to be financed over a period of years

Library (Fund 270)

Project Title:	FY 2013	FY 2014	Project Costs		FY 2017	FY 2018	TOTAL
			FY 2015	FY 2016			
Totals	0	0	0	0	0	0	0

GRAND TOTAL BY YEAR:

2013 -	\$ 1,310,000
2014 -	\$ 2,954,000
2015 -	\$ 1,100,000
2016 -	\$ 279,000
2017 -	\$ 1,274,000
2018 -	\$ 3,230,000
TOTAL -	\$10,147,000

Introduction

Several factors influence infrastructure management, including the type of project being considered and the financing options available to fund the project. Whether to develop a new neighborhood park or to extend sewer or water lines to an existing neighborhood is a difficult decision when a choice has to be made between them. The Township does not have enough money available for all the projects it would like to do. The challenges to retain and/or expand Township services in the midst of shrinking resources and increasing costs has put pressure on Township government to make its limited capital resources work more efficiently. Administration, elected and appointed officials, and staff have taken several steps to make its capital expenditures more closely reflect its long-range objectives. One such stride is the continuing commitment to ensure that the most needed projects are funded and that the results are those that are called out in the adopted plans and policies. The capital improvements program accomplishes this.

Capital Improvements Projects

Projects generally considered capital improvements are large, expensive and permanent in nature. They often place a continuing financial burden on the Township (planning and design, maintenance, operations, energy requirements, legal responsibilities, etc.). The second year of the capital improvements program addresses all of the capital expenditures for the Township that are valued over \$10,000. It represents the large projects in the near future. Items such as equipment purchases, small paving jobs, minor sewer extensions, playground equipment are also included in this plan as major projects valued from \$1,000 to \$9,999.

The Capital Improvements Budget (CIB) shows projects scheduled to be funded in the upcoming fiscal year. Voting to accept the Capital Improvements Budget does not mean that Township Board approves all the projects that it contains. Acceptance acknowledges only that they agree with the Township Manager that these projects represent a reasonable interpretation of the upcoming needs for the Township.

Relationship Between the Capital Improvements Budget and the Annual Budget

As indicated above, the capital improvements budget includes projects that anticipate funding in the first fiscal year. The annual budget itemizes the money needed for all municipal purposes during the next fiscal year. This includes the day-to-day operational expenses of the Township, such as salaries and supplies. The projects included in the capital improvements budget are not directly included in the annual budget, but many funding sources required to pay for the projects are confirmed. Approving a particular project still takes place by appropriating

money as individual requests come before Township Board throughout the fiscal year.

Relationship Between the Capital Improvements Program and the Township Planning Process

Ideally, comprehensive land use planning influences capital improvements programming. The long-range master plan should yield the perspective on which the mid-range CIP is based. Each type of land use has different degrees of need for capital facilities. For example, a use that requires extensive parking and paving places a burden on the storm water system designed to handle the drainage from the site. The Township will need differing water system improvements and fire fighting equipment if a land use plan recommends certain densities of residential development or commercial use for a certain location. These and other possible changes in the Township land use policies necessitate a linkage with the capital improvements program.

On the other hand, a capital improvements program may show that some land should not be zoned for a particular use because it is too expensive to provide the necessary infrastructure. For example, zoning land for industrial use without nearby sewer and water lines makes little sense. Many communities have over zoned the amount of land for industrial use, hoping for increases in tax base. However, often it is too expensive to install the needed services and no prospective manufacturing firm would be willing to pay for installation. Thus, a capital improvements program may help revise the zoning map.

The best strategy is to coordinate the capital improvements program with the master plan and zoning ordinances, to ensure that adequate utility and transportation services will be available in areas targeted for growth or redevelopment. Different zoning districts will need different services and infrastructure.

Many people view the long-range nature of the master plan as one of its greatest strengths. Because it is long-range, typically 20 years in the future, it provides a steady course for the community for a significant period. It contains a vision not subject to short-term obstacles. However, that strength can also be its weakness. The long-range character of the plan also has an air of unreality, which may provide little guidance for decision makers who must invest in the expansion of a water system in the next five years. Over the past few years, the correlation between the master plan components and the CIP has become stronger. In fact recent changes to the Township Planning Act now allows for the development of a CIP. In fact, many legal and planning experts suggest the development of a CIP as a means to insure the township's master plan is legally enforceable, should it be challenged in court. Before the development of the CIP, the Township had begun to take incremental steps towards capital improvements planning. The Cascade Charter Township Park and Recreation Plan, the DDA Tax Increment Financing Plan and the

Village Design Plan all provide implementation recommendations that link the future vision of the community to relatively short-term actions.

The first recommended program policy in the CIP recognize the importance of the link between the Capital Improvements Plan and implementation of the master plan. In bringing most, if not all, of the decision makers together into the planning process, and by using the CIP process to reinforce the desired future land use patterns, the Township's physical future can be better shaped.

Legal Basis for Capital Improvements Programming

The State of Michigan provides for the development and use of a capital improvements program in the Township Planning Act (Section 10, Act 263 of the Public Acts of 2001). The Act briefly states that, "a township may adopt a capital improvement plan." The Act does not specifically outline a procedure, however many land use planning publications provide a recommended process.

The Benefits of Capital Improvements Programming

All communities need to develop a capital improvements program. With time, public facilities need major repair, replacement or expansion. Maintaining and upgrading a community's capital stock requires significant financial investment. This investment must be weighed against other community needs and analyzed in light of community goals. Cascade Charter Township, like many communities, is under pressure to make efficient use of capital resources and must make difficult choices. There are more needs than can be satisfied at once, and the selection of one investment over another may shape the development of the community for years to come.

Capital improvements programming is a valuable tool to ensure that choices are made wisely. The Township's development goals are implemented, in part, by the careful provision of capital facilities. The benefits of this systematic approach to planning capital projects include the following:

Focuses attention on community goals, needs, and capabilities.

Through capital improvements, programming, capital projects can be brought into line with the Township's objectives, anticipated growth, and financial capabilities. Considered individually, a new park, water system improvements, and street widening may be great ideas. However, each project may look quite different when, in the course of the CIP process, it is forced to compete directly with other projects for limited funds.

Optimizes use of the taxpayer's dollar.

The capital improvements program helps the Township Board and Township Manager make sound annual budget decisions. Careful planning of capital improvements helps prevent costly mistakes. In addition, capital planning allows the Township to save money in several other ways. For example, investors in municipal bonds tend to look more favorably on communities that have a CIP; if bond financing is selected for a capital improvement project, the Township may realize significant savings on interest. The CIP can also provide an opportunity, assuming funds are available, to purchase land at a lower cost in advance of construction.

Guides future growth and development

The location and capacity of capital improvements shape the growth of the Township. The Township Board can use the CIP to develop well thought out policies to guide future land use and economic development. The process can also ease political decision making by providing a rationale for approving or rejecting requests for immediate capital expenditures.

Encourages the most efficient government

Interdepartmental coordination of capital improvements programming can reduce scheduling conflicts and ensure that no single function receives more than its fair share of resources. In addition, the CIP can be used to promote innovative management techniques and improve governmental efficiency and effectiveness.

Improves the basis for intergovernmental and regional cooperation.

Capital improvements programming offers public officials of all governmental units (Cascade Charter Township, City of Grand Rapids, Kent County Road Commission, Gerald R. Ford International Airport, Kent County, Kent District Library, Caledonia Public Schools, Forest Hills Public Schools, Lowell Public Schools and the Downtown Development Authority), an opportunity to plan the location, timing, and financing of improvements in the interest of the community as a whole.

Maintains a sound and stable financial program.

Having to make large or frequent unplanned expenditures can endanger the financial well being of the Township. Sharp changes in the tax structure or bonded indebtedness may be avoided when construction projects are planned and scheduled at intervals over a number of years. When there is ample time for planning, the most economical means of

financing each project can be selected in advance. Furthermore, a CIP can help the Township avoid commitments and debts that would prevent the initiation of other important projects later.

Enhances opportunities for participation in federal or state grant-in-aid programs

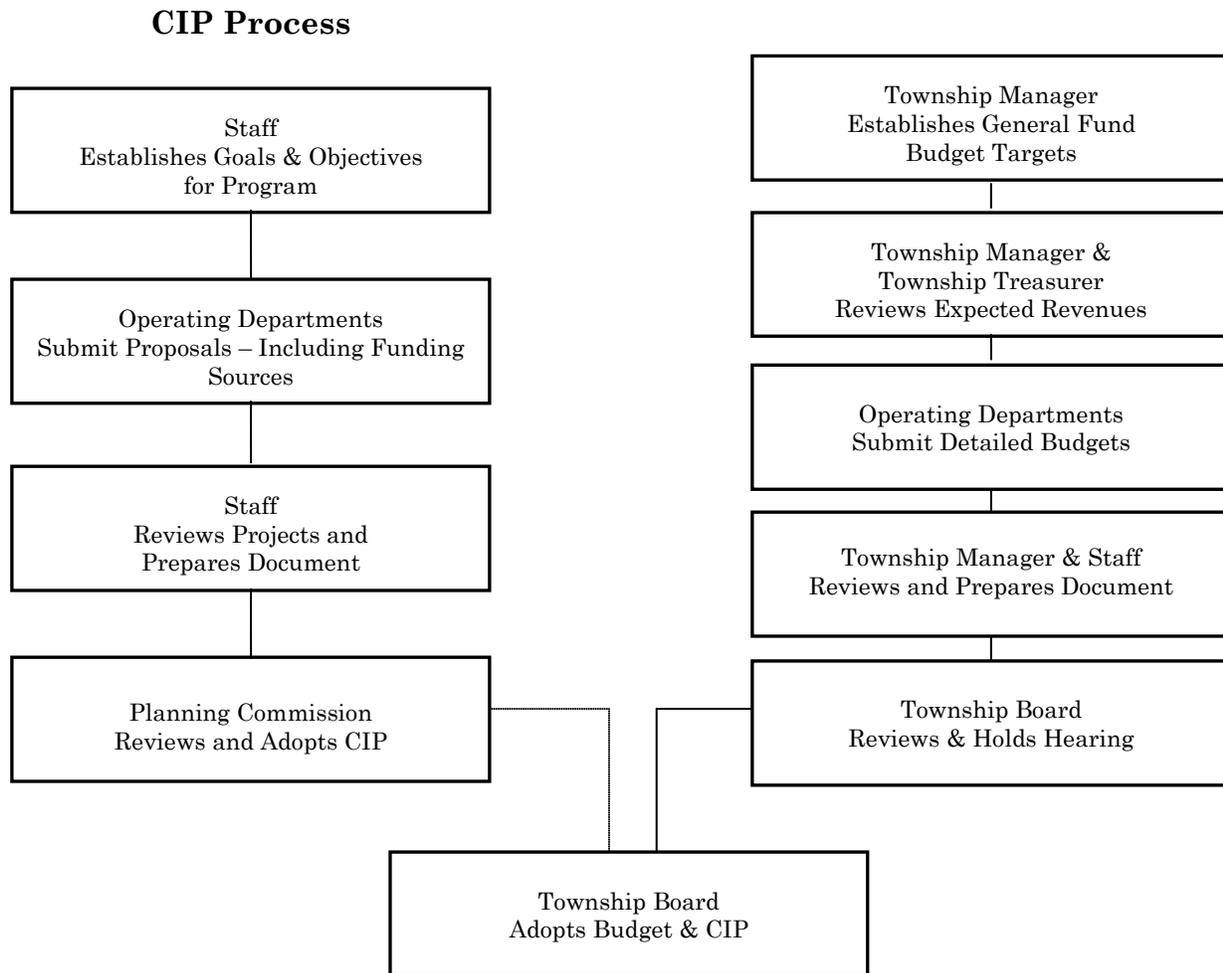
Preparing a CIP improves the Township's chance of obtaining aid through federal and state programs that provide funds for planning, construction and financing of capital improvements. There has been little activity in the federal and state grant field recently. Nevertheless, there are cyclical patterns to federal and state programs. The CIP is considered a "public works shelf that contains projects which can be started quickly by having construction, or bid, documents ready should any grants become available.

Program Summary

The Capital Improvements Program Process

The capital improvements program is a distinct element of the annual budget process that flows through the Township government is somewhat separate channels. The CIP process occurs earlier in the annual cycle than the annual budget. This initial CIP was developed through the Manager's office. The Township Manager and staff will coordinate all operating expenditures. The entire process takes several months to complete.

Budget Process



Cascade Charter Township used a traditional needs driven approach to develop its initial CIP. The process for developing the CIP involved the following steps

Step 1: Organize the Process

Staff began meeting in January to establish the administrative and policy framework within which the CIP process would operate. Before this first step, the Township Manager met with department heads to get their input on upcoming capital purchases and to explain the CIP development process.

Step 2: Develop Criteria

The second task of staff was to review different criteria for capital improvement projects. Literature from planning organizations and other communities with long established capital improvements planning programs were compared. Based upon the review staff adopted program priorities which are explained in further detail, later on in this section.

Step 3: Develop Project Requests

In February, the Township Manager issued a memorandum to all department heads, requesting that they submit proposed capital improvement projects to the Manager's Office. Forms accompanied the memorandum and deadline dates. The department heads that develop project requests were given guidance by the Manager throughout February and March. The project request form is a useful tool for ensuring that proposed projects are well thought out and based on realistic assessment of need.

Because the Township does not have sufficient funding capacity to meet all the capital needs, priorities are set, based on the criteria established earlier in the process. Departments that submit proposals typically will rank their own projects. Priority rankings do not necessarily correspond to funding sequence. For example, a park improvement project ranked lower than a fire equipment purchase may have better access to funds. The fire equipment could require more funds and have to wait for grants or a voter-approved millage. A project's desirability depends on a number of factors – not only what it is, but also on how its done, where it may be located, how much it costs and its funding potential.

Step 4: Present Departmental Projects

The objective now is to pull together a CIP that was sensitive to the policies that have been adopted and contained projects that related to the master plan objectives.

Step 5: Screen, Evaluate and Prioritize Projects

The most difficult task for staff normally occurs in late June and early July when it evaluated and prioritized the projects submitted for approval. This is a critical component of the CIP process. Project selection must correspond to the amount of money assumed available for capital spending. Within the limited budget, is a new park vehicle or a water line extension of greater importance? Shrinking funds and rising costs incurred in maintaining and rehabilitating deteriorating infrastructure make the process of selecting the most vital capital projects even more crucial and difficult. The merits of each project must be judged against the policies and criteria of the CIP process and the goals of each component of the master plan. Does the project conform in terms of location, size, service provided, relation to its service area, effect on land use patterns, and relation to public policy and community goals? More than merely a technical process, prioritization involves value preferences, policy choices and political actions. Throughout the examination of the proposed projects, staff attempted to overcome some inherent problems in the CIP process:

- a) Government projects are difficult to evaluate because of their diversity and the fact that many, essentially, are not comparable. Individual CIP project requests reflect the need to serve different constituencies and diverse community values. Staff must attempt to reconcile and balance conflicting community values and judgments.
- b) Staff must continually approach the decisions required in this process rationally and analytically regardless of political forces. While conflicting interests within the political process are acknowledged, staff must attempt to develop a program that provides the most benefit to the entire community.
- c) It is inevitable that the number of projects requested exceeds available funding. In the endeavor to provide better service to the community, departments often propose capital projects that, unfortunately, go un-funded. This process should not discourage departments from continuing to submit proposals, but should develop into a mechanism to help in the effort to uncover alternate sources of funding and see that higher-priority projects get implemented.

The initial review (evaluation of project impact) takes place without regard to funding availability and focuses on policies and the objectivity and judgment based on input from Township staff. In the future, staff will review the following impacts of projects:

- Fiscal consequences.
- Health and safety effects.

- Community economic effects.
- Environmental, aesthetic, and social effects.
- Disruption and inconvenience caused during construction.
- Distributional effects (who benefits, who pays).
- Feasibility
- Implications of deferring the project
- Amount of uncertainty and risk.
- Effects on inter-jurisdictional relationships.

Next, the projects are placed into the appropriate funding priority group in relation to their necessity or urgency. Although many communities have developed detailed weighted ranking systems, staff has consciously avoided this type of system. The staff has established the following classification system to prioritize proposed projects:

Priority A - Essential

Urgent, high-priority projects that should be done if possible. These include projects that are required to complete a major public improvement; projects that would address an emergency, or remedy a condition dangerous to public health, welfare, and safety, projects that would provide facilities for a critically needed community program; projects needed to correct an inequitable distribution of public improvements in the past and projects vital to the economic stability of the City. A special effort is made to find sufficient funding for all of the projects in this group.

Priority B - Desirable

High-priority projects that should be done as funding becomes available. These include projects that would benefit the community, and projects whose validity of planning and validity of timing have been established.

Priority C - Acceptable

Worthwhile projects to be considered if funding is available. These are projects that are adequately planned, but not absolutely required, and should be deferred to a subsequent year if budget reductions are necessary.

Priority D - Deferrable

Low-priority projects which are desirable but not essential and can be postponed without detriment to present services.

In addition, projects may be eliminated from consideration if it is determined that they pose a serious question of community need, adequate planning, or proper timing. This step is also conducted without consideration of project cost or funding.

Step 6: Select Projects

In the end, the availability of funds each year, as approved by the Township Board upon the recommendation of the Township Manager, determines the number of projects that are funded.

As with the measurement of project impacts in Step 5, placing projects in priority groupings relies on the judgment of staff, and is not a completely objective process. The criteria used are not subject to precise measurement. This judgment is not arbitrary and is done within the context of the plans, policies and the goals of the master plan.

The Township Board ultimately approves the assumptions, criteria, policies, and recommendations of the staff by accepting the CIP. Depending on the policy, modifications are expected throughout the process. This is considered an essential part of the procedure, placing the burden on those who dissent to assess the policies underlying the recommendations and to advocate their differences, resulting in the necessary evolution of the entire capital planning process.

Step 7: Prepare and Adopt the CIP and CIB

In Step 2 of the process, broad criteria are established to help staff plan capital improvement projects. As the process continues, and increasingly detailed information emerges, projects may be added, altered, or abandoned. Eventually, staff arrives at a final list of projects that is submitted to the Township Manager and the Planning Commission for review.

The Township Manager and Planning Commission evaluates the CIP package in light of additional information, and makes final programming decisions before sending the CIP on to Township Board. The Board accepts the CIP after its review. Acceptance is not a commitment to finance the approved projects, but is a statement of policy regarding the Township's approach to meeting its future capital needs.

Program Funding

Because capital improvement projects involve the outlay of substantial funds, numerous sources are necessary to provide financing over the life of the project. Most capital funding sources are earmarked for specific purposes and cannot be transferred from one capital program to another. For instance, funds raised by the Pedestrian Pathway millage must be used for the purpose that was stated when the millage was approved by the electors. The CIP has to be prepared with some assumptions as to the amount of money to be available. The following is a summary of the funding sources for projects included in the capital improvements program.

General Obligation (G.O.) and Revenue Bonds

When the Township sells bonds, purchasers are, in effect, lending money to the Township. The money is repaid, with interest, from taxes or fees over the years. The logic behind issuing bonds (or "floating a bond issue") for capital projects is that the citizens who benefit from the capital improvements over a period of time should help the Township pay for them. The Township issues bonds in two forms:

General Obligation Bonds

Perhaps the most flexible of all capital funding sources, G.O. bonds can be used for the design or construction of any capital project. These bonds are financed through property taxes. In financing through this method, the taxing power of the Township is pledged to pay interest and principal to retire the debt. Voter approval is required and the amount is included in the Township's state-imposed debt limits. G.O. Bonds are authorized by a variety of state statutes.

Revenue Bonds

Revenue bonds are sold for projects, such as water and sewer systems, that produce revenues. Revenue bonds depend on user charges and other project-related income to cover their costs. Unlike G.O. bonds, revenue bonds are not included in the Township's state-imposed debt limits because they are backed by the full faith and credit of the Township. Revenue Bonds are authorized by a variety of state statutes.

Tax Increment Financing (TIF)

TIF is a municipal financing tool that can be used to renovate or redevelop declining areas while improving their tax base. TIF applies the increase in various state and local taxes that results from a redevelopment project to pay for project-related public improvements. For purposes of financing activities within the Cascade Village district, the Downtown Development Authority adopted a 20-year TIF plan in 2004. TIF is

authorized by Public Act 281 of 1986, the Local Development Finance Authority Act and Public Act 450 of 1980, the Tax Increment Financing Act.

Millages

The property tax is one of the most important sources of Township revenue. The property tax rate is stated in mills (one dollar per \$1,000 of valuation). This rate is applied to the taxable value of a property to determine the property tax. Millages are voter-approved taxes which are specifically earmarked for a particular purpose. The Township is authorized to utilize millages under Public Act 90 of 1976, the Charter Township Act.

Federal and State Funds

The federal and state governments make funds available to townships through numerous grants and programs. Some federal and state funds are tied directly to a specific program. The Township has discretion (within certain guidelines) over the expenditure of others. For the most part, the Township has no direct control over the amount of money received under these programs.

Special Assessments

Capital improvements that benefit particular properties, rather than the community as a whole, may be financed more equitably by special assessment: that is, by those who directly benefit. Local improvements often financed by this method include street improvements, sanitary and storm sewers, and water mains.

Developer Contributions

Sometimes capital improvements are required to serve new development. Where funding is not available from the Township to construct the improvements, developers may agree to voluntarily contribute their share or to install the facilities themselves so the development can go ahead.

2013 Recommended Capital Improvements Budget

For 2013, there are no projects listed as “Essential”, four listed as “Desirable” and five listed as “Acceptable” for the Capital Improvements Budget. The desirable projects are to construct a sidewalk along 28th St. to Patterson Ave., do some type of community enhancement project, construct a training facility for the Fire Dept and update Station 2. The acceptable projects include replacing a Kawasaki Mule, a blue print scanner, doing some improvements to McGraw Park and constructing sewer/water in Kraft Ave. There are no projects slated under the “Deferrable” category.

The total project costs are listed in the table below.

Table – 2013 Capital Improvement Budget

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$0)		
Desirable (Total –Projects \$590,000)		
28 th St. Sidewalk to Patterson	\$375,000	DDA Fund
Community Enhancement Project	\$100,000	DDA Fund
Training Facility/Building	\$100,000	Fire Fund
Facility Update – Station 2	\$15,000	Fire Fund
Acceptable (Total –Projects \$750,000)		
Replace 2000 Kawasaki Mule	\$15,000	General Fund
Blue Print Scanner	\$18,000	General Fund
Strategic Plan Park Improvements	\$60,000	General Fund
Kraft St. Sewer – 60 th to ½ mile north	\$242,000	IRF
Kraft St. Water – 60 th to ½ mile north	\$415,000	IRF
Deferrable (Total – 0 Projects \$0)		

* Reflects Total Cost of Project

Project:
Outdoor Warning Sirens

Ranking:
Acceptable

Department:
Administration

Year Proposed for Implementation:
2014

Description:
Install Outdoor Warning Sirens – 2 per year from 2014 - 2017

Justification of Project:

Possible Locations:

1. 33rd and Kraft
2. 52nd and Kraft
3. Alaska and Alaska Ridge
4. McCords and Running Deer
5. 4000 block of Quiggle – between Cascade and 36th on Quiggle
6. 28th and Fox Fire Lane
7. Buttrick and Heather Knoll

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
General Fund		\$50,000	\$50,000	\$50,000	\$25,000		\$175,000

Project:
Replace Telephone System

Ranking:
Desirable

Department:
Administration

Year Proposed for Implementation:
2014

Description:
Replace Telephone System

Justification of Project:
The telephone system for the office is old and not supported

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
General Fund		13,000					\$13,000

Project:
Server

Ranking:
Acceptable

Department:
Administration

Year Proposed for Implementation:
2015

Description:
Server

Justification of Project:
It will be time to upgrade our server

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
General Fund			12,000				\$12,000

Project:
Copy Machine

Ranking:
Acceptable

Department:
Administration

Year Proposed for Implementation:
2016

Description:
Copy Machine

Justification of Project:

All departments, except Building Inspections Department and the Fire Department use this “main” copier. This copier would replace a copier that was purchased in 2010.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
General Fund				\$12,000			\$12,000

Project:
Toro ZTR Mower

Ranking:
Acceptable

Department:
Buildings and Grounds

Year Proposed for Implementation:
2014

Description:
Toro ZTR Mower

Justification of Project:
This machine will be ten years old and should be due for replacement.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
General Fund		\$11,000					\$11,000*

* Project anticipated to be financed over a period of years

Project:
Replace 2001 Ford F250 Pickup Truck

Ranking:
Acceptable

Department:
Buildings and Grounds

Year Proposed for Implementation:
2014

Description:
Replacement of 2001 Ford F250 Pickup Truck

Justification of Project:

This truck will be thirteen years old in 2014 and will have approximately 130,000 miles on it. This truck has had a lot of hard use from snow plowing, pulling heavy equipment and hauling dirt and materials.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
General Fund		\$44,000					\$44,000

* Project anticipated to be financed over a period of years

Project:
Replace 2000 Kawasaki Mule

Ranking:
Acceptable

Department:
Buildings and Grounds

Year Proposed for Implementation:
2013

Description:
Replacement of 2000 Kawasaki Mule

Justification of Project:

This vehicle was originally slated to be replaced in 2007 but has been deferred. This vehicle is used quite extensively in the maintenance of the parks, village and pathways and has proven to be an indispensable tool in the department.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
General Fund	\$15,000						\$15,000
Pathway Fund							

* Project anticipated to be financed over a period of years

Project:
Replace 2002 Ford F250 Crew-Cab

Ranking:
Acceptable

Department:
Buildings and Grounds

Year Proposed for Implementation:
2015

Description:
Replacement of 2002 Ford F250 Crew Cab

Justification of Project:

This vehicle will be sixteen years old in 2015 and will be due for replacement. This truck is a four-door and thus is instrumental in transporting staff around (especially seasonal). It is also used for plowing, hauling of material, trailers, etc. It will have seen a lot of use by this time. The plow will not be replaced at this time.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
General Fund			\$44,000				\$44,000

* Project anticipated to be financed over a period of years

Project:
Replace 2004 F350 Truck

Ranking:
Acceptable

Department:
Buildings and Grounds

Year Proposed for Implementation:
2017

Description:
Replace 2004 F350 Truck

Justification of Project:

This vehicle will be sixteen years old in 2017 and will be due for replacement. The snow plow will not be replaced at this time.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
General Fund					\$45,000		\$45,000

* Project anticipated to be financed over a period of years

Project:
Replace 2001 Ford F450 Dump Truck

Ranking:
Acceptable

Department:
Buildings and Grounds

Year Proposed for Implementation:
2016

Description:
Replacement of 2001 Ford F450 Dump Truck

Justification of Project:

This truck will be fifteen years old in 2016 and will have approximately 140,000 miles on it. This truck will have had a lot of hard use from snow plowing, pulling heavy equipment and hauling dirt and materials.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
General Fund				\$52,000.00			\$52,000.00

* Project anticipated to be financed over a period of years

Project:
Repave Main Office Parking Lot

Ranking:
Acceptable

Department:
Buildings and Grounds

Year Proposed for Implementation:
2015

Description:
Repave Main Office Parking Lot

Justification of Project:

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
General Fund			\$50,000				\$50,000.00*
Pathway Fund							

* Project anticipated to be financed over a period of years

Project:
Blue Print Scanner

Ranking:
Acceptable

Department:
Building Inspections

Year Proposed for Implementation:
2013

Description:
Blue Print Scanner

Justification of Project:

Our scanner was purchased in February of 2007. I estimate replacement in 5 years due to wear and technology advancement.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Building Fund	\$18,000						\$18,000*

* Project anticipated to be financed over a period of years

Project:
30th Street Irrigation

Ranking:
Acceptable

Department:
Cemeteries

Year Proposed for Implementation:
2016

Description:
Irrigation throughout Cemetery

Justification of Project:

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Cemetery Fund				\$65,000			65,000*

* Project anticipated to be financed over a period of years

Project:
30th Street Expansion

Ranking:
Deferrable

Department:
Cemeteries

Year Proposed for Implementation:
2017

Description:
Develop and improve the cemetery

Justification of Project:
Preliminary work for cemetery expansion, including surveying, clearing of brush, possible tree removal, etc.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Cemetery Fund					\$100,000		\$100,000*

* Project anticipated to be financed over a period of years

Project:
Sidewalks on 28th St. from
Waterfall Shoppes to Patterson

Ranking:
Desirable

Department:
DDA

Year Proposed for Implementation:
2013

Description:
Complete the sidewalks on the south side of 28th St. from Waterfall Shoppes to Patterson and construct sidewalks on the north side from Hotel Ave. to Patterson Ave.

Justification of Project:
This project is part of the approved DDA Development and Tax Increment Financing Plan. MDOT is also doing a complete reconstruct of this section of 28th St. in 2013 and that would be the time to partner with them and get this work completed.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Tax Increment Financing	\$375,000						\$375,000

Project:
Community Enhancement Project

Ranking:
Desirable

Department:
DDA

Year Proposed for Implementation:
2013

Description:
Complete a community Enhancement project, to be determined.

Justification of Project:
This project is part of the approved DDA Development and Tax Increment Financing Plan.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Tax Increment Financing	\$100,000						\$100,000

Project:
 Mast Arms
 Thornapple River Dr./Cascade Rd.

Ranking:
 Desirable

Department:
 DDA

Year Proposed for Implementation:
 2014

Description:
 Install Mast Arms at the Cascade Rd./Thornapple River Dr. intersection

Justification of Project:
 This project is part of the approved DDA Development and Tax Increment Financing Plan.
 Installing mast arms would eliminate some of the wires across the road.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Tax Increment Financing		\$138,000					\$138,000

Project:
 Mast Arms
 28th/Thornhills Ave.

Ranking:
 Desirable

Department:
 DDA

Year Proposed for Implementation:
 2014

Description:
 Install Mast Arms at the intersection of 28th St. and Thornhills

Justification of Project:
 This project is part of the approved DDA Development and Tax Increment Financing Plan.
 Installing mast arms would eliminate some of the wires across the road.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Tax Increment Financing		\$150,000					\$150,000

Project:
 Improve Pedestrian Crossings
 28th/Thornhills, TRD/Cascade Rd.

Ranking:
 Desirable

Department:
 DDA

Year Proposed for Implementation:
 2014

Description:
 Improve Pedestrian Crossings at 28th/Thornhills and Thornapple River Dr/Cascade Rd. intersections

Justification of Project:
 This project is part of the approved DDA Development and Tax Increment Financing Plan. Brick or stamped concrete walks will make the crosswalks at these intersections more visible to the vehicular traffic.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Tax Increment Financing		\$100,000					\$100,000

Project:
Roundabout – Cascade Rd./28th St.

Ranking:
Desirable

Department:
DDA

Year Proposed for Implementation:
2014

Description:
Install a roundabout at the Cascade Rd./28th St. intersection

Justification of Project:
This project would be an additional project as part of the approved DDA Development and Tax Increment Financing Plan

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Tax Increment Financing		\$1,400,000					\$1,400,000

Project:
Cascade Rd. Improvements

Ranking:
Desirable

Department:
DDA

Year Proposed for Implementation:
2015

Description:
Install sidewalks, landscaping, and streetlights from 28th Street to Cascade Village Apartments.

Justification of Project:
This project would be an additional project as part of the approved DDA Development and Tax Increment Financing Plan

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Tax Increment Financing			\$300,000				\$300,000

***Project anticipated to be financed over a period of years**

Project:
Centennial Park Improvements

Ranking:
Desirable

Department:
DDA

Year Proposed for Implementation:
2017

Description:
Install sidewalks through a portion of Centennial Park

Justification of Project:
This project would be an additional project as part of the approved DDA Development and Tax Increment Financing Plan

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Tax Increment Financing					\$1,000,000		\$1,000,000

***Project anticipated to be financed over a period of years**

Project:
Training facility/building

Ranking:
Desirable

Department:
Fire Department

Year Proposed for Implementation:
2013

Description:
Training Facility/Building

Justification of Project:

This would be a stand alone structure at Station 2 for department training. It would give us more options for different types of training and open more training for us. I would look to see if I could get another department to share some costs. Once built, we could offer this site to other neighboring departments to use and charge a cost to be determined. As far as I know, there are no training facilities on this side of town.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Fire Fund	\$100,000						\$100,000*

* Project anticipated to be financed over a period of years

Project:
Facility Update – Station 2

Ranking:
Desirable

Department:
Fire Department

Year Proposed for Implementation:
2013

Description:
Facility Update – Station 2

Justification of Project:

This will be to update carpet, paint, tile, furniture, etc. When this project is due it will be 17 years since it was built.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Fire Fund	\$15,000						\$15,000*

* Project anticipated to be financed over a period of years

Project:
Generator – Station 1

Ranking:
Essential

Department:
Fire Department

Year Proposed for Implementation:
2014

Description:
Generator – Station 1

Justification of Project:

This will be to purchase and install a new generator to operate everything in the fire department. Would start up when power is lost. Currently we have to plug in a generator and if power goes out prior to us hooking up the generator we are not able to operate doors and other equipment in an emergency.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Fire Fund		\$20,000					\$20,000*

*** Project anticipated to be financed over a period of years**

Project:
Replace Medic 11

Ranking:
Acceptable

Department:
Fire Department

Year Proposed for Implementation:
2015

Description:
Replace Medic 11

Justification of Project:

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Fire Fund			\$55,000				\$55,000*

*** Project anticipated to be financed over a period of years**

Project:
Replace E6

Ranking:
Acceptable

Department:
Fire Department

Year Proposed for Implementation:
2014

Description:
Replace E6

Justification of Project:

This would be to replace our current Engine 6 that will be 22 years old at date of replacement. Current truck is starting to encounter increased costs and frequency of repairs. Replacing this would help keep our fleet current with the new safety and emission standards.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Fire Fund		\$500,000					\$500,000*

* Project anticipated to be financed over a period of years

Project:
Replace Rescue 7

Ranking:
Acceptable

Department:
Fire Department

Year Proposed for Implementation:
2014

Description:
Replace Rescue 7

Justification of Project:

This would be to replace our current Rescue truck that will be 16 years old at date of replacement. Current truck is undersized, tools we carry have changed over the years and there is not enough storage space to effectively carry everything we have on the truck. Vehicle does not stop or handle well in the winter. This is a problem common to this style of Ford truck.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Fire Fund		\$198,000					\$198,000*

* Project anticipated to be financed over a period of years

Project:
Replace Grass Truck

Ranking:
Acceptable

Department:
Fire Department

Year Proposed for Implementation:
2017

Description:
Replace Grass Truck

Justification of Project:

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Fire Fund					\$54,000		\$54,000*

* Project anticipated to be financed over a period of years

Project:
Air Packs

Ranking:
Essential

Department:
Fire Department

Year Proposed for Implementation:
2015

Description:
Replace Air Packs

Justification of Project:

Replace our current air packs and purchase additional packs for the increase in staff. This will give us enough packs for all responders to have a pack on a fire scene. Our packs will be 20 years old when we replace them. When we replace them this will provide us with air packs that meet all current standards.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Fire Fund			\$150,000				\$150,000*

* Project anticipated to be financed over a period of years

Project:
Replace Chief's Vehicle

Ranking:
Acceptable

Department:
Fire Department

Year Proposed for Implementation:
2017

Description:
Replace chief's vehicle

Justification of Project:

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Fire Fund					\$50,000		\$50,000*

* Project anticipated to be financed over a period of years

Project:
Strategic Plan Park Improvements

Ranking:
Acceptable

Department:
Parks

Year Proposed for Implementation:
2013

Description:
Construct basketball/roller hockey court at Cascade Recreation Park

Justification of Project:
Construct new basketball court at the Township Park that may also be used for Roller hockey. Currently there is no basketball facility located in the park.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
GF/Grant	\$30,000						\$30,000

Project:
Rollerball/Basketball Facility

Ranking:
Deferrable

Department:
Parks

Year Proposed for Implementation:
2015

Description:
Construct basketball/roller hockey court at Cascade Recreation Park

Justification of Project:
Construct new basketball court at the Township Park that may also be used for Roller hockey. Currently there is no basketball facility located in the park.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
GF/Grant			\$50,000				\$50,000

Project:
 Repave Nik Kik Dr. & Main Parking Lot
 Rec. Park

Ranking:
 Acceptable

Department:
 Parks

Year Proposed for Implementation:
 2015

Description:
 Repave Nik Kik Dr. & Main Parking lot at the Recreation Park

Justification of Project:

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
General Fund			\$95,000				\$95,000.00*
Pathway Fund							

* Project anticipated to be financed over a period of years

Project:
 Repave Upper & Lower Parking Lots
 Tassell Park

Ranking:
 Acceptable

Department:
 Parks

Year Proposed for Implementation:
 2016

Description:
 Repave Upper & Lower parking lots at Tassell Park

Justification of Project:

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
General Fund				\$45,000			\$45,000.00*
Pathway Fund							

* Project anticipated to be financed over a period of years

Project:
Laraway Lake Pathway

Ranking:
Desirable

Department:
Pathways and Sidewalks

Year Proposed for Implementation:
2014

Description:
Laraway Lake Pathway

Justification of Project:

The existing pathways on each side of the road are not popular with residents. Many feel the pathways are unsafe because of the speed motorized vehicles travel the road. A separated pathway on the south side is proposed as an alternative.

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
Pathway Fund		\$300,000					\$300,000

Project:

Kraft St. – 60th to ½ mile north
 Install Sewer lines

Ranking:

Acceptable

Department:

Sewer

Year Proposed for Implementation:

2013

Description:

Kraft St. – 60th St. to ½ mile north

Justification of Project:

Install sewer lines for industrial district

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
IRF	\$242,000						\$242,000

Project:

Kraft St. – 60th to ½ mile north
 Install water lines

Ranking:

Acceptable

Department:

Water

Year Proposed for Implementation:

2013

Description:

Kraft St. – 60th to ½ mile north

Justification of Project:

Install water lines in industrial district

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
IRF	\$415,000						\$415,000

Project:
Burton Street Highway Crossing

Ranking:
Deferrable

Department:
Water

Year Proposed for Implementation:
2015

Description:
1700' of 12" watermain and highway bore and jack

Justification of Project:
System looping

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
General Fund			\$294,000				\$294,000

Project:
North River Crossing

Ranking:
Deferrable

Department:
Water

Year Proposed for Implementation:
2017

Description:
North River Crossing – Develop and extend lines

Justification of Project:
Pressure transfer to east side of river and increase system reliability

Proposed Method of Financing This Project

Funding Source	Year Funds Will Be Spent						Total Cost of Project
	2013	2014	2015	2016	2017	2018	
IRF					\$3,230,000		\$3,230,000

Major Projects

Major projects describes projects that are included as part of the Capital Improvements document, more for informational purposes. These items will be a part of and have a line item in the regular budget. Major projects include any project priced from \$1,000 - \$9,999.

Project Prioritization

The Capital Improvements Review Committee assessed all capital needs and gave each project a priority rating. The rating figure indicates whether a project is

- ❖ *A – Essential:* urgent, high priority project that should be done if at all possible.
- ❖ *B – Desirable:* high priority project that should be done as funding becomes available.
- ❖ *C – Acceptable:* worthwhile project to be considered if funding is available.
- ❖ *D - Deferrable:* low priority project which can be postponed.

The Totals

- ❖ The total capital need over the next six years includes 13 projects, totaling \$143,542.00.

Project Type	Number of Projects	Six – Year Plan FY 2012- 2017
Administration	1	\$72,790
Building & Grounds	3	\$10,587
Building Inspection	2	\$18,240
Cemeteries	1	\$5,000
Fire	6	\$36,925
Parks	0	0
Pathways & Sidewalks	0	0
Sanitary Sewer	0	0
Water	0	0
<i>TOTALS</i>	13	\$143,542

Projects

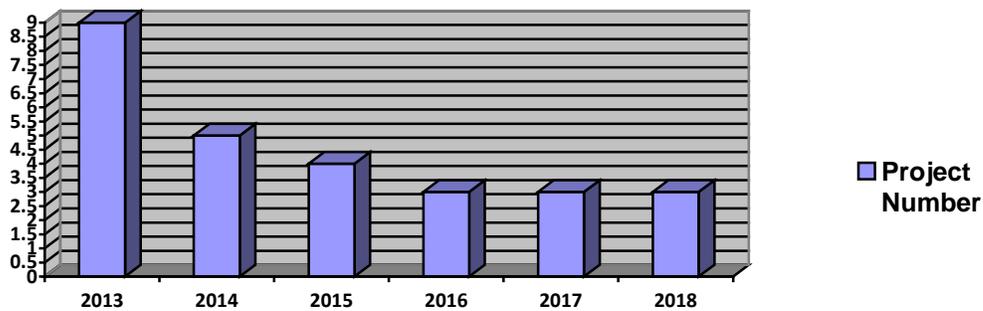
There are 13 projects totaling \$143,542.00 that are submitted as part of this Capital Improvements Program. Here are the nine first year projects ranked by their priority.

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total -1 Project \$4,000)		
Mobile Data Computers	\$4,000	Fire Fund
Desirable (Total -1 Projects \$2,700)		
“Wye” adaptors for water delivery	\$2,700	Fire Fund
Acceptable (Total - 8 Projects \$38,552)		
Computers – Admin	\$14,830	General Fund
Computers – B.I.	\$2,585	B.I. Fund
Computers – Fire	\$5,400	Fire Fund
Replace Plow	\$4,500	Fire Fund
Replace Carpet – Station 1	\$5,500	Fire Fund
Replace Mattresses – Station 1	\$3,000	Fire Fund
Street Sweeper Attachment for Toolcat	\$2,737	Pathway Fund
Deferrable (Total – 0 Project \$0)		

*Reflects Total Cost of Project

Timing

The proposed expenditures are distributed as follows. As you can see, we have many projects in 2013, then they even out throughout the years.



Department Highlights

Administration

Project Title:	Project Costs						TOTAL
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Computers	14,830.00	21,810.00	9,150.00	9,000.00	9,000.00	9,000.00	72,790.00
Totals	14,830.00	21,810.00	9,150.00	9,000.00	9,000.00	9,000.00	72,790.00

Buildings & Grounds

Project Title:	Project Costs						TOTAL
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Computers		1,850.00					1,850.00
Replace 2004 F 240 Plow			6,000.00				6,000.00
Street Sweeper for Toolcat	2,737.00						2,737.00
Totals	2,737.00	1,850.00	6,000.00				10,587.00

Building Inspections

Project Title:	Project Costs						TOTAL
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Copier		7,000.00					7,000.00
Computers	2,585.00	2,655.00	1,500.00	1,500.00	1,500.00	1,500.00	11,240.00
Totals	2,585.00	2,655.00	1,500.00	1,500.00	1,500.00	1,500.00	18,240.00

Cemeteries

Project Title:	Project Costs						TOTAL
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Columbarium		5,000.00					5,000.00
Totals		5,000.00					5,000.00

Fire Department

Project Title:	Project Costs						TOTAL
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Mobile Data Computers	5,600.00						5,600.00
"Wye" Adaptors for water delivery	2,700.00						2,700.00
Computers	5,400.00	0	5,725.00	1,500.00	1,500.00	1,500.00	15,625.00
Replace Plow	4,500.00						4,500.00
Replace Carpeting – Station 1	5,500.00						5,500.00
Replace Mattresses – Station 1	3,000.00						3,000.00
Totals	26,700.00	0	5,725.00	1,500.00	1,500.00	1,500.00	36,925.00

Cascade Charter Township Capital Improvements Program 2013-2018

Parks

Project Title:	Project Costs						TOTAL
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
No Proposed Projects							
Totals						0	

Pathways & Sidewalks

Project Title:	Project Costs						TOTAL
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
No Projects Proposed							
Totals						0	

Sanitary Sewer

Project Title:	Project Costs						TOTAL
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
No Projects Proposed							
Totals						0	

Water

Project Title:	Project Costs						TOTAL
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
No Projects Proposed							
Totals							