



**Charter Township of AuSable
Capital Improvement Plan
2016-2020**

**CHARTER TOWNSHIP OF AUSABLE
2016-2020
CAPITAL IMPROVEMENT PLAN**

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Charter Township of AuSable Capital Improvement Plan 2016-2020

Introduction

One of the primary responsibilities of local government is to preserve, maintain and improve a community's stock of buildings, parks, equipment and other facilities. Planning for capital improvements is a matter of prudent financial management as well as sound development practice. The Capital Improvement Plan (CIP) serves as the townships multi-year planning instrument used to identify needs and financing sources for public infrastructure improvements. Preparation of the CIP is performed under the authority of the Michigan Planning Enabling Act (Act 33 of 2008). The purpose of the CIP is to facilitate the orderly planning of infrastructure improvements; to maintain, preserve and protect the township's existing infrastructure system, and to provide for the acquisition or scheduled replacement of equipment to ensure the efficient delivery of services that the community desires. The goal is to use the CIP as a tool to implement the township's master plan, goals, objectives, policies and to assist the townships financial planning.

This CIP, the first of its kind for AuSable Township, is a community plan for short- and long-term physical development. It is intended to link the Township's master plan and fiscal plan to physical developments and provide a mechanism for:

- Estimating capital requirements, including capital needs for the following categories:
 - Public Works Equipment
 - Parks & Recreation
 - Administration / Building Reserve and Debt Reduction
- Planning, prioritizing, scheduling, and implementing projects during the next 5 years
- Developing revenue policy for proposed improvements
- Budgeting high priority projects
- Inter-fund and inter-department coordinating of projects within the Township
- Informing the public of planned capital improvements

As with any plan, it is only as good as its implementation. On an annual basis, the Township will review the CIP to affirm implementation for the projects listed for the preceding fiscal year or re-prioritize projects. The most critical component in implementation is funding.

During each year's budget preparation, the Township Superintendent will provide a progress report on the CIP and work with the Board of Trustees to develop and approve financing plan(s) for projects to be executed during the next fiscal year (12-month period) and tentative financing plans for longer term projects (12 to 72 month period). Financing plans will incorporate the following sources of funds, as appropriate:

- Cash from General fund balance and surplus
- Cash from Water and Sewer fund balance and surplus
- Future budget appropriations
- Grant Sources
- Debt Financing

It is recognized that priorities may not necessarily correspond to funding sequence because of limited general revenue streams, the availability of restricted sources, and other possible limitations. Therefore, priority of projects will be a governing guideline, subject to extenuating, justifiable reasons for out-of-sequence exceptions. Once projects are approved for execution, the Township will move forward with design (as appropriate) and bid preparation.

This Plan is intended to be a dynamic, evolving plan which will facilitate meeting future capital needs of the Township. There are multiple factors that will influence and affect the Township's planning process as the CIP continues to develop and mature. Critical factors and inputs include:

- Forecast Demand – taking into account such things as population growth and traffic volume; future demand will include expectations of the taxpaying public.
- Capital Project Requests and Evaluation– new projects to be added to the CIP will require review and scrutiny
- Funding Plans – critical to implementation is a sound plan for use of public funds, grants, partnering and debt as necessary
- Commitment – active involvement and support by the Township's appointed and elected policy makers, management, staff, the public and community interest groups

A key element in the CIP is the collection of data to identify ongoing and future Capital needs. It is the responsibility of AuSable Township elected officials, staff and the public to initiate requests for new projects, modifications, and/or reprioritization by sending completed Request Forms and supporting information to the Superintendent as soon as the need is identified; requests must include basic project information and justification.

At the annual meeting to initiate the CIP, progress reports and requests for new projects or plan/project modification will be reviewed. Projects will be prioritized in accordance with evaluation criteria contained on an Evaluation Form. Project evaluation will include, but not be limited to, the following criteria:

- Public Health & Safety
- External Requirements
- Economic Development
- Impacts on Operating Budgets
- Expected Life of Improvement
- Percent of Population Served
- Relationship to Adopted Plans
- Intensity of Use
- Scheduling
- Benefit/Cost
- Availability of Financing
- Special Needs
- Timeliness
- Public Support

The Township's CIP shall be available for public review and comment. Time should be allotted for public input and feedback on the Plan. After input and evaluation, the Board of Trustees shall make final authorization on amending and/or modifying the CIP.

**CHARTER TOWNSHIP OF AUSABLE
CAPITAL IMPROVEMENT PLAN
FISCAL YEARS 2016 through 2020**

| | 2016 | 2017 | 2018 | 2019 | 2020 | Total | Source/Comment |
|-------------------------------|-------------------|--------------------|--------------------|------|------|-------------|----------------|
| Infrastructure | | | | | | | |
| I-1 Township Hall Roof | \$40,000.00 | \$40,000.00 | | | | \$40,000.00 | Split |
| I-2 Township Hall Electric | \$5,000.00 | | | | | | Split |
| I-3 Township Hall Front Steps | | | | | | | Split |
| I-4 Township Hall Windows | | | | | | | Split |
| I-5 Township Hall Siding | \$30,000.00 | | \$30,000.00 | | | \$30,000.00 | Split |
| TOTAL COST | \$5,000.00 | \$40,000.00 | \$30,000.00 | | | | |

**CHARTER TOWNSHIP OF AUSABLE
CAPITAL IMPROVEMENT PLAN
FISCAL YEARS 2016 through 2020**

| | 2016 | 2017 | 2018 | 2019 | 2020 | Total | Source/Comment |
|--|---------------------|---------------|---------------------|------|------|---------------------|----------------|
| Water & Sewer | | | | | | | |
| WS-1 Huron Street Lift Station | \$300,000.00 | | | | | \$300,000.00 | Sewer |
| WS-2 Lake Street Lift Station | \$300,000.00 | | \$300,000.00 | | | \$300,000.00 | Sewer |
| WS-3 DPW Building #2 Spray Foam Insulation | \$7,000.00 | | | | | \$13,000.00 | Water & Sewer |
| WS-4 DPW Building #2 Gas Service | \$7,000.00 | | | | | \$7,000.00 | Water & Sewer |
| WS-5 DPW Building #2 Water Well | \$5,500.00 | | | | | \$5,500.00 | Water & Sewer |
| WS-7 DPW Building #2 Heat System | \$2,000.00 | | | | | \$2,000.00 | Water & Sewer |
| WS-8 DPW Building #2 Septic system | \$5,000.00 | | | | | \$5,000.00 | Water & Sewer |
| WS-9 DPW Building #2 Bathroom Facilities | \$1,000.00 | | | | | \$1,000.00 | Water & Sewer |
| TOTAL COST | \$333,500.00 | \$0.00 | \$300,000.00 | | | \$633,500.00 | |

CHARTER TOWNSHIP OF AU SABLE
CAPITAL IMPROVEMENT PLAN
FISCAL YEARS 2016 through 2020

| | Parks & Rec | Estimated Cost | Rating | 2016 | 2017 | 2018 | 2019 | 2020 | Total | Source/Comment |
|------|--|----------------|--------|-------------|-------------|-------------|--------|------|-------------|-----------------------------|
| | Shoreline Park | | | | | | | | | |
| | Pavilion Roof Replacement | | | | | | | | | |
| | Finish Line Park | | | | | | | | | |
| | Paddle Installation | \$5,000.00 | | \$5,000.00 | | | | | | |
| | Childrens Park | | | | | | | | | |
| PR-2 | 9 Station Fitness Course | \$10,000.00 | 363 | | \$10,000.00 | | | | \$10,000.00 | Grant Funded / General fund |
| | McQuaig Park | | | | | | | | | |
| PR-3 | McQuaig Park Erisbee Golf | \$6,000.00 | 369 | | \$6,000.00 | | | | \$6,000.00 | Grant Funded / General fund |
| PR-4 | McQuaig Park Building Roof | \$4,000.00 | 422 | \$4,000.00 | | | | | \$4,000.00 | General Fund |
| PR-5 | McQuaig Small Tot Lot | \$20,000.00 | 385 | | | \$20,000.00 | | | | Grant Funded / General fund |
| | Handicap Fishing Site | | | | | | | | | |
| PR-6 | Railing, boardwalk, benches, landscaping | \$10,000.00 | 462 | \$10,000.00 | | | | | \$10,000.00 | Grant Funded / General fund |
| | TOTAL COST | | | \$19,000.00 | \$16,000.00 | \$20,000.00 | \$0.00 | | \$30,000.00 | |

CHARTER TOWNSHIP OF AU SABLE
CAPITAL IMPROVEMENT PLAN
FISCAL YEARS 2016 through 2020

| | FD Equipment Fund | Estimated Cost | Rating | 2016 | 2017 | 2018 | 2019 | 2020 | Total | Source/Comment |
|--|------------------------|----------------|--------|------------|------------|------------|------------|------------|--------------|----------------|
| | SCBA Replacement | | | 124,000.00 | 62,000.00 | | | | 186,000.00 | |
| | 1993 Water Tanker | | | | | 200,000.00 | | | 200,000.00 | |
| | 1986 Wild Fire Blazers | | | 25,000.00 | | | | | 25,000.00 | |
| | 1988 Dive/Rescue Van | | | | 70,000.00 | | | | 70,000.00 | |
| | 1990 Grumman Pumper | | | | | | 400,000.00 | | 400,000.00 | |
| | 2013 Pierce IPC | | | 66,000.00 | 66,000.00 | 66,000.00 | 66,000.00 | | 264,000.00 | |
| | Budgeted Equipment | | | 15,000.00 | 15,000.00 | 15,000.00 | 15,000.00 | 15,000.00 | 75,000.00 | |
| | TOTAL COST | | | 230,000.00 | 213,000.00 | 281,000.00 | 81,000.00 | 415,000.00 | 1,220,000.00 | |
| | | | | 62,100.00 | 57,510.00 | 57,510.00 | 21,870.00 | 112,050.00 | 329,400.00 | 27% |

After reviewing and rating proposed projects, the following are being presented for approval by the Charter Township of AuSable Board of Trustees for the fiscal year 2016.

- Updating electrical as needed, not to exceed \$5000.00. Funding source: General Fund
- Replacement of the Huron Street Lift Station. \$300,000.00 Funding source: Sewer
- DPW Building Spray Foam Insulation. \$13,000.00 Funding source: Sewer & Water
- DPW Building Gas Service. \$7,000.00 Funding source: Sewer & Water
- DPW Building Water Well. \$5,500.00 Funding source: Sewer & Water
- DPW Building Heat System. \$2,000.00 Funding source: Sewer & Water
- DPW Building Septic System. \$5,000.00 Funding source: Sewer & Water
- DPW Building Restroom Facilities. \$1,000.00 Funding source: Sewer & Water
- Paddle Installation at Finish Line Park. \$5,000.00 Funding source: General Fund
- McQuaig Park Building Roof. \$4,000.00 Funding source: General Fund
- Handicap Fishing Site. \$10,000.00 Funding source: Grant Funding/ General Fund
- SCBA Replacement \$33,480 Funding Source: Fire Fund
- 1986 Wild Fire Blazers \$6,750 Funding Source: Fire Fund
- 2013 Pierce IPC \$17,820 Funding Source: Fire Fund
- Fire Department Budgeted Equipment \$4,050 Funding Source: Fire Fund

| | |
|----------------|--------------|
| General Fund: | \$19,000.00 |
| Sewer & Water: | \$333,500.00 |
| Fire Fund: | \$62,100.00 |

Proposed 2016 Projects Totaling: \$414,600.00

Resources used for development of CIP:

Capital Improvements Plan Guide MichiganBusiness.org