



Capital Improvements Committee

VIRTUAL ZOOM MEETING

Tuesday, August 16, 2022

1:00 P.M.

Meeting Minutes

Present: Libby Heiny-Cogswell, Clare Buszka, Marc Elliott, Zak Ford, A. Horner, Matt Johnson, Iris Lubbert, Bernie Mein, Zach Pearson, Ryan Russell, Dick Skalski, Mark Worden, Ann Homrich

Welcome/Call to Order/Introductions:

Libby started the meeting with an introduction to Ann working with Planning & Zoning, Public Works, and the Supervisor's Offices for providing administrative support.

Summary of June 20, 2022, Meeting: Motioned by Zak, seconded by Bernie to accept the summary of the CIC Meeting notes from Tuesday June 20, 2022. Motion carried.

Presentation on Transportation Planning and Deliberation on projects:

PPT shared. Iris walked-through part of presentation re: Transportation Master Planning and some things they see on the horizon; what a Master Plan (MP) is and why it is needed; current trends; importance of connectivity, access management, the road network; and philosophy behind Development pays for Development vs. Proactive Implementation (SWOT). Many federal and state grants require a MP. The state law is very specific who can master plan; authority given to townships and cities. A township could transfer their authority to a county, but the adoption of the process is very specific and the law very clear.

Implementation of Master Plan (MP)

Entails multiple documents and is on the website. All documents are the master plan.

2011 MP was an overall big update. The 2017 and 2019 were amendments to the 2011 MP. A document for daily operations for staff as well as for Board, Committees, and Commissions.

✓ Ongoing Trends

Nationally - currently a lot of funding has been made available for funding projects. COVID and housing market trends impacting trends significantly.

Oshtemo growth – went to 2011 Master Plan, chapter 5, Transportation and Community Services. Working on housing study/action plan to see how we can address housing in the community. Also, with infrastructure, utilities, roads, non-motorized and any type that contributes to quality of life.

✓ Chapter 5 of Master Plan: Transportation and Community Services

Relate most closely to what the CIC's goals and priorities are, encompassing water, sewer, drywell, roads, and non-motorized paths, as well as updated Go Green plan.

Transportation Planning in Oshtemo:

Priorities identified in our Master Plan and the community wanted to see preserved. Being more involved in transportation planning, more likely to achieve these priorities. Those that most closely align with the transportation impact are:

- a. Establish Connections (Paths and Sidewalks)
- b. Ensure Quality Development
- c. Maintain Quality Services Infrastructure
- d. Provide Safe and Convenient Access in and around Township

Transportation encompasses all elements aligning with Complete Streets policy, looking at all pieces of the public right-of-way. Public roads make this more feasible and managed: Access Management, Connectivity, Network. Why now? and SWOT Analysis: strengths, weaknesses, opportunities, and threats from PPT presentation were covered.

Westport Connection (neighborhood behind Meijer)

Timely, as sewer connection easement is required to also consider improved access; include water system “loop” for better reliability and quality. An issue with private roads when emergency vehicles go through and have only one access point a distance away. Options are easements or purchasing land from area not currently used. All transportation is part of the connectivity index, not just vehicles.

- Westlins potential connectivity to Meijer for a street/path through Advia’s property is missed opportunity, since these were approved plans but missed thinking of how this stub street could be connected.
 - Marc conveyed that connecting Westlins was identified as a political issue and connecting a residential street to a commercial development was not considered politically acceptable.

Seeco Drive – West Main Street Sub Area Plan

Developer driven, is pursuing the purchase of these parcels. Looking to make a public road connection, which would need to be through Westside Medical campus and parcels east off that, not currently developed. If parcels were developed, would then require developers to connect for a public road to continue to Seeco Drive.

- Removes some driveways from West Main, could enhance safety, and expands use for citizens.
- Connection at stoplight near Advia at West Main if moved to 10th Street, the Township could be more involved in feasibility to look at big gap in getting to 10th and how utilities would work.
- Proposed extension from Seeco Drive, collector road that moves traffic off of West Main but access to all of the commercial areas that residents frequent.
- Country Club is one of the most unsafe areas with only one access point, concerning fire and accident, because a certain number of entrance points required per number of units.
- Estimated project cost – figures from Assessing show this would be a total of \$680,000.
- Developers for vacant parcels to the east are ready to go based on this project moving forward or not.

Atlantic Avenue Extension

Connects to 9th Street and Parkview Ave south of Stadium Drive - looking at corner of Parkview and Stadium and corner parcel between Atlantic and Parkview Ave near where they meet. Ryan learned from Happy Tails owner’s interest in selling property giving the project opportunity to look at feasibility. A proposed 49 units’ condos development would need a second access point, which could be the Atlantic extension. Approached RCKC regarding feasibility.

- The Parkview and Stadium intersection is one of the most dangerous in the county, angle of road and closeness to 9th and Stadium. A traffic analysis to show evidence and greatly improve safety of area.
- Estimated Project Cost: if property funded by DDA (1,023,000.00, additional costs total 2,607,150.00. Potential funding sources would total 1,161,600.00. Revenue options: potential property sale, other grants, additional road millage, public/private partnerships. Highway safety grant will require traffic analysis/feasibility study for application.
 - Concern if finding acquiring a lot of property where cannot act out vision. Confirmed RCKC would require us to close Parkview and is their decision. The survey and phase I need to be done but if traffic study doesn’t justify, we can be released from the property deal.
- The parcel west is a church property willing to sell up to 5 acres of their 10-acre parcel to Township for this development. Acquire land for future road options: right-of-way easement for sewer, water, and road, or for other uses or for potential revenue depending on feasibility of the budget. Motion made by Zak to recommend acquisition of property for the purpose of connecting sewer, water, and extending a road and acquiring as much property as possible for future use. Motion seconded by Bernie; all in favor. Motion carried.
 - Clare shared concern of seeking sewer bond; with these high numbers, if the DDA were to default, will likely affect million dollar-a-year sewer payment, and funds needed for other payments. To be discussed at Township Board.

- DDA would purchase property and willing to go further, however, cannot guarantee covering construction costs. Will need to pursue grants and expect a financial partnership with other sources.
- Zak moved to recommend pursuing Atlantic extension proposal with the DDA. Bernie seconded. No further discussion. All in favor. Motion carried.

Sanitary Sewer Updates:

- ORA v. Oshtemo.** Summary of ruling and next steps by Attorney Porter. In the Court decision, the Township prevailed, however they appealed. The document conveys we failed to refute the presumption of the validity of fees in the lower court. Essentially says Judge Lipsey misinterpreted what they're trying to prove; not the reasonableness of current fees, but the reasonableness of fees for infrastructure that was done in the past.
 - ORA states we didn't provide enough documentation for their expert to determine this. However, Marc prepared a robust catalog of all previous sewer projects the Township paid for and how much was collected in fees and was less than 50 percent of overall investment, even with adding depreciation to current fees, it doesn't seem the court decision will change.
 - Township response brief is due September 13th. Confirmed this has no impact on our ability to work with the USDA on phases 1 and 2.
- Graham v. Farmer.** Update on status and potential outcomes – Township “prevailed” and Graham appealed. Put forward motion to expedite in the Court of Appeals, however, they need to review the case and couldn't follow our summary of disposition.
 - For sewer fund, could not set aside for the sewer expansion project 2023 budget because of this. Options presented: 1. Wait for lawsuits and use USDA funding. 2. Cash fund 1 neighborhood; 3. Apply for other funds? SRF, County bonds. June 2022 cash balance 490 sewer fund \$1,877,000 and SAW program for 2022-2024 = \$1,441,700 in projects.
 - Met with Prein & Newhof re: schedule of SAW grant. It could be pushed to 2025-2026 but need to plan for routine maintenance.
 - Recommended continuing path of the USDA phase I and phase II, until the USDA is no longer an option. Agreed this is a good path and if things went awry, could amend the budget. If the lawsuit doesn't go through, it would just go to a vote and be on a ballot. It doesn't necessarily mean the USDA will pull funding if we don't win the lawsuit.
- USDA Expansion Project** – Recommended staying the course to wait for lawsuits to play through. If things go unfavorably for the Township, then will work through the budget with revisions.

Road Assessment:

Final document is for roads only to avoid confusion with sidewalk and shared-use policies. The Complete Streets policy addresses sidewalks: and was duplicated in the road policy. Jim Porter has been an author of this policy in the past and has signed off on these changes. There will be updates to apply recent examples of projects towards the end of this year or early 2023 policy in place. If the CIC feels changes can be incorporated, it can go to the Township Board for approval: 50% on Traffic Calming (up to \$5,000), Safety improvements are 100% Township; additional road improvements from 0-50% Township contribution and 50-100% Road Commission contribution. Libby called for motion to recommend to the Board. Motioned by Bernie, seconded by Zak for changes to Road Policy amendments be accepted and presented. All in favor, no discussion. Motion carried

Director's Update: *(For the sake of the time meeting wrapped up, Anna will send these updates via email since they are not discussion points.)*

- GIS Strategic Plan
- Active Development Site Inspection Quality Assurance Presentations to Board (enclosures)
- KATS update(s)
- Sidewalk Assessment Program – PILOT with Western Woods and West Haven (enclosure)
- Big Rock Road Water Main Extension Project
- Parkview Ave Shared Use Path

Member Comments & Information Items: If any comments, concerns, for sake of time, please email.