



Capital Improvements Committee

October 21, 2014

MEETING SUMMARY

A meeting of the Capital Improvements Committee of Oshtemo Township was held on Tuesday, October 21, 2014 at 1:00 P.M. in the north meeting room of Oshtemo Township, 7275 West Main St., Kalamazoo, Michigan. Persons in attendance included Dave Bushouse, Nancy Culp, Cathy Harrell, Libby Heiny-Cogswell, Tom Wheat, Mark Worden and Marc Elliott.

1. Meeting Summary. No action (the August 19th meeting summary was unavailable for review).
2. SWTE Unit-Cost Rates for 2015. Members reviewed a detailed rate change request received from SWTE for water connection construction services. A review of the per-unit cost tabulation noted that the unit of measure for asphalt repair should be SY not SF. A discussion of the overall 2014 work-experience followed. Tom Wheat concurred that material costs have continued to raise and the request seemed reasonable. It was unanimously resolved by the CIC to accept the proposed changes in unit-cost work. Furthermore, members resolved to recommend that the Oshtemo Township Board renew its existing service contract with SWTE for calendar year 2015, with the CIC's endorsement to adjust the unit-of-work rates for 2015 as proposed.
3. 2015 Water/Sanitary Rates. The committee next considered whether any utility fees currently being collected warranted being adjusted for the 2015 year. Staff distributed a tabulation of accounts for the 2014 water service connections. The tabulation presented revenue collected for installed service connections, plus a listing of the actual construction cost for each service address. As predicted last year (when it was decided to keep 2014 service connection fees unchanged from 2013), the fees collected in 2014 did not cover the costs which Oshtemo incurred.

By referring to the list of water fees collected (for service taps of water mains) against the actual cost for service (SWTE), it was proposed and approved unanimously to recommend to the Board that the cost-averaged water service connection fee be raised to \$2,000.

The committee next considered whether the remaining fee schedules for water and sanitary sewer should be adjusted. Several members continued to be sensitive to the fact that the development and home building sector continues to be challenged by the down economy. More importantly, Oshtemo has not recently installed sewer/water extensions so it would be difficult to determine what an appropriate cost increase would be. Mr. Wheat was asked to provide his input as he may have had bidding experience with other Municipalities. Mr. Wheat commented that the market continues to be weak and highly competitive. He has not seen a sufficient number of projects to confidently advise the members toward a better-refined revenue goal. After further discussion, it was the committee's consensus to keep the current fee schedule unchanged (except for the water service connection fee). It was further noted that Oshtemo will be bidding the 10th St sewer project early next year. Should the bid prices warrant it, the CIC committee could review its utility fees and recommend to the Board a mid-year fee adjustment.

Libby then noted that Amanda Kuchnicki and Charlier Glas are Oshtemo contacts for representing the Kalamazoo Home Builders Association. Staff was requested to inform them when the proposed fee increase is to be brought before the Township Board for consideration so that their member can attend and comment.

4. 2014 Construction Projects. Staff provided a brief update on the following projects.
 - 2014 Paving Projects
 - Kellison Woods Paving (private road SAD)
 - North Drake Shared Use Path (Ravine Rd to H Ave)
 - North Drake Sidewalk (Grand Prairie to W. Main)
 - The Corner at Drake (Costco) – a private extension of public water and sewer
5. 2015 Major Capital Projects. Staff commented in broad outline on capital work-projects being considered for the Board's 2015 budget development. Identified projects include:
 - 2015 Roadway Maintenance
 - Study – Customer Service Entry/Arch (w/KABA)
 - Genesee Prairie Cemetery Expansion
 - Atlantic Ave Commercial Entryway (w/DDA)
 - North 10th St Sanitary Sewer and Pump Station; with sidewalk/path
 - South Drake Non-motorized (W. Main to Stadium)
 - Preliminary Design – KL Avenue Sidewalk (w/KCRC 2017 road project)
 - Drake Farmstead Acquisition (final payment of Kalamazoo College)
 - Flesher Field Maintenance and Enhancements
 - Firehouse 1 Study and Facility Upgrades

The preceding overview included distribution of a new KCRC map of Oshtemo roads. The KCRC map had public roads color-coded and annotated to indicate their passer pavement ratings; from 10 (new road) to 1 (extremely poor). It was commented that many Townships are moving forward with special assessments to fund local roadway repairs and maintenance. It was suggested that Oshtemo's consideration of similar funding mechanisms may be warranted in the near future. Alamo and Texas Townships have approved roadway assessments. Kalamazoo Township will have \$10 million bond question put before their residents at the next general election. Climax is also looking at similar funding mechanisms.

6. Future Work. Staff shared a preliminary draft of new utility service application forms being developed. Unfortunately time constraint prevented the committee from discussing or prioritizing work items. (Items listed in advance of the meeting: Utility Application Forms, Utility Ordinance updates, mandatory connection policy, roadway assessing policy clarification, and an update to the sidewalk standards.)

KCRC Roadway Tour. CIC members were advised that KCRC is hosting a tour of 2014 projects on Friday Oct 24, 2014.

7. Other Business/Member Comments. There were no additional comments.
8. Next Meeting. The next meeting was announced as tentatively being November 18, 2014 at 1:00 PM.