



## Capital Improvements Committee

October 16, 2018

### MEETING SUMMARY

A meeting of the Capital Improvement Committee of Oshtemo Township was held on Tuesday, October 16, 2018 at 1:00 pm in the north conference room of Oshtemo Township, 7275 West Main Street, Kalamazoo, Michigan. Persons in attendance included Libby Heiny-Cogswell, Nancy Culp, Marc Elliott, Jamie Baker, Tom Wheat, Jim Hoekstra, Dave Bushouse, Bernie Mein, Dick Hertzell, Jim Porter, and Tim Mallett.

1. Welcome/Introductions/Call to Order: Dave Bushouse called the meeting to order and welcomed members and guests.
2. Meeting Summaries: The meeting summary for the July 24, 2018 meeting was reviewed. The meeting minutes were approved by members upon motion by Elliott and support by Mein.
3. Award of Drake Road Sidewalk Contract: Elliott briefed members that the Drake Road Non-motorized facility from West Main to Green Meadow has been awarded to Kamminga & Roodvoets (K&R). The contract came in \$50K, or 7% less than estimated. Due to the contract being awarded in late September 2018, actual work will commence in April 2019 once the frost laws are lifted.
4. and 5. SWT Excavating Bid Received for Water Service Connections and 2019 Fee Adjustment for Water Service Connections: The Township solicited bids to contract the water service connections within the Township. Only one bid was received from SWT Excavating. The cost averaged price for water service connections would be \$2,600.77 which is an increase of approximately \$900 over the current water service connection fee. Prein&Newhof (P&N) recommended a water service connection fee of \$2,800 to cover administrative costs and job specific additions that are occasionally required. Elliott was concerned with increasing the fee to \$2,800 and recommended \$2,700 instead. The members, upon motion by Mein and support from Baker, recommend awarding the contract to SWT Excavating and increasing the water service connection fee to \$2,700.

There was additional discussion about the City of Kalamazoo resuming the water service connections. The City has informed the Township informally that they intend to resume the water service connections in the surrounding municipalities in January 2019; however, the specific details are not yet available. A clause was inserted into the SWT Excavating contract to permit canceling the contract if the City resumes water service connections. The cost to cancel the contract would be the \$2,000 reimbursement for insurance that SWT Excavating is required to obtain.

6. 2019 Fee Adjustment for Public Water and Public Sewer: Wheat presented the P&N analysis of water and sewer construction costs from projects they have completed around the Kalamazoo area. Their analysis found the following changes in costs per foot for construction:

	<u>2018</u>	<u>2019</u>
Water, Cross Country	\$80	\$90
Water, Roadway	\$100	\$110
Sewer, Cross Country	\$85	\$90
Sewer, Roadway	\$175	\$200

To recover the construction costs for public water extension projects, P&N recommends changing the 2019 water connection fees to be:

	<u>2018</u>	<u>2019</u>
Water Front Foot Fee (Cross Country)	\$65/ft	\$70/ft
Water Front Foot Fee (Roadway)	\$40/ft	\$50/ft
Water Benefit Fee	\$625	\$750

The 2019 public water fee structure above would enable revenue to equal construction costs for a 150 foot lot.

To recover the construction costs for public sewer extension projects, P&N recommends changing the 2019 sewer connection fees to be:

	<u>2018</u>	<u>2019</u>
Sewer Front Foot Fee (Cross Country)	\$71.50/ft	\$80/ft
Sewer Front Foot Fee (Roadway)	\$25/ft	\$30/ft
Sewer Connection Charge (Roadway)	\$7,000	\$8,000
Sewer Benefit Fee	\$2,000	\$2,000

The 2019 public sewer fee structure above would enable revenue to equal construction costs for a 143 foot lot.

Baker expressed concern about sending mandatory sewer connection notices in 2018 and increasing the connection fees in 2019. Seventy notices were mailed in September 2018 and those residents would have very little time to connect before the ground freezes. To increase the rates for these residents seems unfair. Heiny-Cogswell noted that we would have construction bids for the USDA sewer extension project by February 2019. She recommended we wait until then to determine the sewer connection fee schedule. Upon motion by Mein and support by Hertzell, members recommend the proposed 2019 water connection fees as modified during discussion, and to delay a change to the sewer connection fees until the after the USDA sewer extension project bids are received. Treasure Culp dissented, stating she was uncomfortable with the new rates.

7. Water Well Exemption Request: Elliott briefed members on a request for a well exemption for a property on South 4<sup>th</sup> Street. Based on the proposed site plan, the house will reside approximately

100 feet from the road with farm structures behind the house. Therefore, the members agreed that the property should connect the house to the public water system and the exemption should not be allowed. The members would support an agricultural use well for the farm animals.

8. Potential West Main Street Private Extension of Public Sewer: Elliott briefed members on a potential project by a private contractor to extend the public sewer system across West Main Street to the south side between 9<sup>th</sup> and 10<sup>th</sup> Streets. Elliott explained the three different scenarios: (1) Developer #1 builds it, (2) Developer #2 builds it, and (3) Township builds it. Discussions between the developers are continuing and Elliott committed to reporting the resolution in a future meeting.

9. Oshtemo Fire Department Hydrant Project: Elliott briefed members on a Fire Department project to install new fire hydrant markers on all hydrants. The City of Kalamazoo also authorized the Fire Department to perform operation and maintenance inspections on the hydrants at the same time.

10. Emergency Repair of Sewer Main: Elliott briefed members on a full break and obstruction within the sewer main serving Sky King Meadows III. The break was successfully repaired in late September 2018. Construction was not affected by the issue; however, Certificates of Occupancy for the new houses were on hold pending the repair. All holds have been released.

11. Resolution of Intent to Bond: Elliott briefed members on financing plan for the USDA sewer extension project. The Township intends to issue \$30M in bonds which will be purchased by the USDA. Public notification of the intent to issue bonds will be published on October 15, 2018.

12. Township CIP Plan (draft): Elliott briefed members on the initial draft Capital Improvement Plan (CIP) for 2019-2024. The Board is currently working to prioritize the CIP and stay within the Township's Budget. Additional Board work sessions are planned to finalize the CIP. The Board's plan is to complete the work within the next week to allow for public comment and establish 11/13/2018 for the official vote on the CIP.

13. Complete Streets Policy: Baker briefed members on the newly adopted Complete Streets Policy which was very similar to what was presented to the CIC in July 2018. The Complete Streets Policy was an extension of the *Go! Green* Oshtemo initiative, in conjunction with the Board's review of sidewalk improvements to be included with the planned sewer extensions. Baker also presented a draft map of proposed non-motorized facilities that will be incorporated into the *Go! Green* Oshtemo recommendations.

14. 2019 Oshtemo Budget Hearing (11/13/2018): Elliott informed members that the draft 2019 Oshtemo Township budget is available in the October 9, 2018 meeting agenda packet.

15. Miscellaneous Updates & General Information: An overview of current activities and project status was presented on the following issues:

- West Main Corridor Improvement District will be explored. The Improvement District will capture a portion of the property taxes along the corridor and enable the funds to be reinvested into the corridor.

- Phase 1 Sanitary Sewer Extensions: A progress update was provided to members. USDA has approved Oshtemo for an \$8.346M loan for Phase 1. Oshtemo is completing required paperwork to support closing on the loan in Spring 2019. Engineering design is nearing completion to support mid-December request for construction bids.
- Sidewalks with Sewers: Due to funding constraints, the Township will not be able to build all of the planned sidewalks with sewers. The cycle track on West Main and the short sidewalk on Fairgrove Street will be built. The sidewalk on Whitegate Lane will be bid as an option so that if bids are low enough, there may be sufficient funds to build it. Croyden Ave, Maple Hill Drive, and Green Meadow Drive will be delayed until 2021 or 2022.
- Traffic Calming in Skyridge Neighborhood: Still awaiting feedback from RCKC
- Mandatory Sewer Connection Notifications: All 300+ properties have received an initial notification. Follow-up notifications will occur in 2019.
- KLA Group Water Project – Naylor Landscaping selected as contractor for tree planting. Naylor is trying to find all of the trees in the appropriate sizes. Once the trees are delivered, Naylor expects it will take one day to plant all of the trees.
- Allegan County/Otsego Dioxin Contamination – one contaminated well identified in Oshtemo Township. MDEQ and Allegan County continue to test wells to bound the problem before deciding on an action plan.
- Consumers Energy, Colony Farms Energy Storage – A one megawatt storage battery installed in Oshtemo adjacent to BTR 2.0 (sufficient to power 1,000 homes for one hour). Ribbon cutting ceremony was held.
- Amtrak/MDOT – dispute stalls US-131 bridge replacement over KL Ave and Drake Road non-motorized facility. MDOT to repave US-131 for five-year fix and install false decking underneath to catch spalling concrete. RCKC took Amtrak official to visit site to explain the issues.
- LED street lights – upgrade was deferred due to budget constraints.
- Stormwater Asset Management and Wastewater (SAW) grant – televising of sewer pipes underway and assessing pipe conditions from the video.
- RCKC/KATS CIP Data Exchange – coordination initiative with local municipalities and utilities to display all planned roadwork on GIS map. Map is up and operating.
- RCKC Culvert Project – prototype initiative for culvert asset management. Project completed and report submitted.

16. Member Comments & Information Items: None.

17. Next Meeting: The next regularly scheduled meeting of the CIC for Oshtemo is January 15, 2019 at 1:00 pm.



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## Capital Improvements Committee

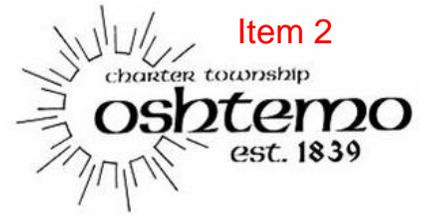
*Tuesday, October 16, 2018  
1:00 P.M.*

### Meeting Agenda

1. Welcome/Introductions/Call to Order. The chair shall open the meeting and welcome members.
2. Meeting Summary. Members shall review a summary of the CIC meeting held July 24, 2018 (attached).
3. Award of Drake Road Sidewalk Contract. The Drake Road Non-Motorized Facility (W Main to Green Meadows) was awarded to Kamminga & Roodvoets. This is a Transportation Alternatives grant funded collaboration with MDOT, RCKC and Oshtemo (attached).
4. SWT Bid Received for Water Service Connections. SWT Excavating submitted the only bid for our call for construction services to install public water system taps and service connections (attached).
5. 2019 Fee Adjustment for Water Service Connections. Prein&Newhof has evaluated the SWT proposal and recommended award (attached).
6. 2019 Fee Adjustments for Public Water and Public Sewer. Prein&Newhof has reviewed current project costs and provided recommendations for 2019 fee adjustments for both Water and Sewer services (attached).
7. Water Well Exemption Request. A Rural Residential zoned owner's request for private drinking water well exemption for a new split at 3350 S 4<sup>th</sup> St will be considered (attached).
8. Potential W. Main St private extension of public sewer. Development interest continues along the West Main corridor, west of US 131. The latest proposed private sewer extension may directly benefit three owners. Oshtemo participation under the ordinance provisions will be discussed (attached).
9. Oshtemo Fire Department Hydrant Project. The Oshtemo Fire Department has initiated the installation of new fire hydrant markers with City endorsed operation and maintenance inspections (attached).
10. Emergency repair of sewer main. A full break and obstruction occurred within the sewer main serving Sky King Meadows III. Members will be briefed on response and successful completion of repairs (attached).
11. Resolution of Intent to Bond. Planned sanitary sewer extensions into the neighborhoods will be financed through the USDA's rural development program. Public notification of the intent to create a bonded debut has been publicized (attached).
12. Township CIP Plan (draft). Concurrent with budget preparation for 2019, the Board is considering revisions to the Township's six year capital improvement plan (draft attached).
13. Complete Streets Policy. The board has adopted a new complete streets policy (attached). Please note that this revision was an outgrowth of the [Go-Green Oshtemo](#) initiative, in conjunction with the

Board's review of sidewalk improvements to be included with the planned sewer extensions. Staff will review these topics and present a draft map of proposed Non-Motorized Facilities.

14. 2019 Oshtemo Budget Hearing (November 13, 2018). At its last meeting, the Board did schedule a public hearing on the proposed 2019 Budget. The budget is not currently available, but is expected to be available at the time of our meeting. A preliminary draft was published in the Board's [October 9<sup>th</sup> meeting packet](#).
15. Miscellaneous Updates & General Information. An overview of current activities and project status will be presented, to include:
  - West Main Corridor Improvement District to be explored
  - Phase 1 Sanitary Sewer Extensions (progress update)
  - Sidewalks with Sewers (status of Phase 1-additional scope)
  - Traffic Calming in Skyridge Neighborhood (status of Phase 1-additional scope)Mandatory Sewer Connection Notifications
  - KLA Group Water Project – fall tree plantings bid and contracted
  - Allegan County / Otsego Dioxin Contamination – contaminated well identified in Oshtemo
  - Consumers Energy, Colony Farms Energy Storage – one megawatt storage battery installed in Oshtemo adjacent to BTR 2.0 (sufficient to power 1,000 homes for one hour)
  - Amtrak/MDOT – dispute stalls US 131 bridge replacement over KL Ave and other projects
  - LED street lights – upgrade deferred due to budget constraints
  - Stormwater Asset Management and Wastewater (SAW) – cctv survey underway
  - RCKC/KATS CIP Data Exchange – coordination initiative with utility operators, et al
  - RCKC Culvert Project – porotype initiative for asset management
16. Member Comments & Information Items. Attendees will be asked to share items of interest to CIC members.
17. Next Meeting. The next regularly scheduled meeting of the Oshtemo Township Capital Improvements Committee (CIC) will be held January 15, 2019 at 1:00 PM.



## Capital Improvements Committee

July 24, 2018

### MEETING SUMMARY

A meeting of the Capital Improvement Committee of Oshtemo Township was held on Tuesday, July 24, 2018 at 1:00 pm in the north conference room of Oshtemo Township, 7275 West Main Street, Kalamazoo, Michigan. Persons in attendance included Libby Heiny-Cogswell, Nancy Culp, Marc Elliott, Jamie Baker, Tom Wheat, Jim Hoekstra, and Dave Bushouse.

1. Welcome/Introductions/Call to Order: Dave Bushouse called the meeting to order and welcomed members and guests.
2. Meeting Summaries: The meeting summary for the April 17, 2018 meeting was reviewed. The meeting minutes were approved by members upon motion by Baker and support by Heiny-Cogswell.
3. Standard Specifications for Sidewalks: As a follow-up to the April CIC meeting, a proposed text change was provided to address heavily trafficked commercial properties. The proposed change allows an ADA-accessible route through the drive in lieu of a detached concrete sidewalk. The proposed change was approved for recommendation to the Township Board upon motion by Baker and support by Culp.
4. 2018 Roadway Project Additions: In late spring 2018, additional Act 51 monies were released to local agencies to further assist local governmental roadway maintenance. Oshtemo staff worked with RCKC managers to identify and adjust County local road projects in a manner that best used funds appropriated for Oshtemo. Proposed County local road project adjustments (substitution of Crystal Ln (2,213 ft.) for Maple Hill Dr. (510 ft.)) were presented to the Township Board on May 22<sup>nd</sup>. Four (4) new County primary road projects were selected by RCKC including 9<sup>th</sup> Street between West Main and H Ave, H Ave between Drake Road and 10<sup>th</sup> Street, Stadium Drive between 9<sup>th</sup> Street and 11<sup>th</sup> Street, and Stadium Drive between 6<sup>th</sup> Street and 8<sup>th</sup> Street. Hoekstra provided a progress update on each project: each project is complete or nearly complete requiring only new painting of travel lanes.
5. Solicitation of Bids for the installation of Water Service Connections: SWT Excavation has indicated they will not seek to continue their services contract when it expires on October 31, 2018. The Township is working with Prein&Newhof to prepare a new solicitation of bids for these services. To support a new services contract starting on November 1, 2018, the plan is to present the recommended service contract to the Township Board for approval at the October 9 Board Meeting. Therefore, the new services contract should go out for bid by late August.

6. Drake Road Non-Motorized Project – First Construction Segment: On behalf of Oshtemo Township, on July 17<sup>th</sup> RCKC submitted final commitment documents needed to receive grant funding from MDOT for a proposed non-motorized facility from W. Main St. to Green Meadow Drive. This proposed 6-ft sidewalk is being partly funded under the MAP-21 Transportation Alternatives Program (TAP). Final MDOT bid documents are being packaged for advertisement on August 3<sup>rd</sup>, a month later than planned. Due to the one month delay, the contractor may not construct the sidewalk this fall. The contractor may elect to remove trees and perform other site prep work in order to build the sidewalk in the Spring 2019. Delaying the construction until spring will have no impact on the cost of the sidewalk.

7. 2018 Non-Motorized Projects: Oshtemo is continuing work to complete the Drake Rd. facility from Green Meadow Drive to Stadium Drive. A second TAP project has been endorsed by MDOT between W. Michigan Ave. to Stadium Drive. A separate federal Transportation Safety Project is being pursued by the Township for the segment between Green Meadow Drive and W. Michigan Ave. The Safety Grant portion is delayed due to the requirement to obtain Amtrak approval for the railroad crossing. Members discussed the process for obtaining Amtrak approval for the railroad crossing which includes Amtrak redesigning the crossing for us. Amtrak has not provided a timeline for their review process.

Additionally, survey and design work is underway along Stadium Drive between 11<sup>th</sup> Street and 8<sup>th</sup> Street. The Stadium Drive sidewalk is planned for 2020 and is a joint project between the Township and the DDA. The Township portion has been awarded a grant by KATS for 2020. Prein&Newhof will assist in applying for a TAP grant for the DDA portion.

Several important steps have been completed to support a 10-foot bike path on the north side of KL Ave between Drake Road and Copper Beach. MDOT modified their US-131 bridge reconstruction design to accommodate the 10-foot path. It is still uncertain who will pay for the \$135,000 retaining wall. And easement discussions commenced with the Concord Place and Mt. Royal management company.

8. Sidewalks with Sewer: The Township Board continues its consideration of possible neighborhood sidewalks in conjunction with scheduled public sewer extensions. Baker summarized the resident meetings regarding the sidewalks and the June 12 Township Board meeting where the residents voiced their disapproval of the proposed sidewalks. The next step is for the Township Board to determine which roads will receive sidewalks and how to fund the sidewalks. This is expected to occur at the August 14 or August 28 Board meetings.

9. Sidewalk Policy Updates: Baker provided an update of the Go-Green! Oshtemo Non-Motorized Study Group initiative. The purpose of the study group is to develop an updated non-motorized facility plan with goals and action strategies to accomplish the non-motorized plan. The Township is working with non-motorized consultants, The Greenway Collaborative, who are non-motorized specialists. A draft version of the non-motorized plan, goals, and action strategies will be presented at a public open house on August 2 from 4-7 pm at the Township Hall.

Based on the results of Sidewalks with Sewer project and the Non-Motorized Study Group, Baker presented draft versions of the Oshtemo Complete Streets Policy (attached) and Oshtemo Road/Sidewalk Assessment Policy. The purpose of the draft versions is to inform Board members and Township staff of current policies, and initiate discussion of recommended changes to support recent Board discussions on sidewalks. For example, the current Township Complete Streets policy is really just a resolution in support of the Complete Streets concept. Baker modified the Portage Complete Streets policy to illustrate what an Oshtemo Complete Streets policy might look like. Section VII of the draft policy, provides the rationale for which streets will receive sidewalks and which ones may not.

Additionally, the Road/Sidewalk Assessment Policy requires residential property owners to contribute \$30 per foot of sidewalk and commercial property owners \$35 per foot. Recent Board discussions indicate that assessments are not desired for the sidewalks with sewers project. Therefore, the Board should waive the policy for this specific project and/or change the assessment policy to reflect the amount the Board expects the property owners to contribute to the sidewalk projects.

Members approved sending the draft Complete Streets Policy, with the changes discussed above, to the Township Board for consideration. Members recommended waiting on the Road/Sidewalk Assessment Policy until after the Board approves the Complete Streets policy and then how sidewalks will be funded. Then the Assessment Policy should be revised to reflect the funding decisions.

10. Public Sewer Extensions, Phase 1 Project Update: Members were briefed on project progress in financing, engineering-design, and easement acquisitions for the planned 2019 sewer extensions into developed neighborhoods. The USDA has informally stated that the plan is to fund Phase I of the project in 2019, but to accelerate Phase 3 and complete the loan procurement work with Phase 2 in 2020. Phase 1 engineering design is on schedule to be completed this fall. Engineering design of Phases 2 and 3 will start as soon as Phase 1 is complete and when monies are budgeted. Approximate easement locations for two lift stations have been identified and contacting the property owners for easement acquisition is starting.

11. Mandatory Sewer Connection Notifications: Staff summarized progress in its formal notifications and educational out-reach to properties now required to connect to available public sanitary sewer. Approximately 240 of the 320 notices have been issued at a rate of 30 notices per month. There are about 10 properties that have sewer mains adjacent to the property but no sewer leads were installed. The Public Works Department will budget in 2019 to install the sewer leads and issue the notices to these 10 properties in 2019. The sewer leads will be installed at the same time the property connects to the sewer with the Township paying for the sewer lead portion.

12. Oshtemo fire hydrant signs to be replaced with newer wire-whip flags: The Oshtemo Fire Department has initiated efforts to replace aging or damaged hydrant signs with preferred wire-whip flags. The FD is providing the labor for this task, with the flags being provided by the City. Oshtemo has requested guidance from the City so that identifiable hydrant deficiencies can be reported to the water department for maintenance.

13. Miscellaneous Project/Program Updates & General Information. An overview of current activities and project status will be presented, to include:

- KLA Group Public Water Extension & New Pressure Reduction Station – Since the water service connections to the houses finished in December 2017, restoration of lawns was delayed. Restoration continues and the Tree Replacement Plan Public Meeting is scheduled for July 25, 2018. The trees will be planted in late September or early October.
- BTR 2.0, Drake Road (WMU project with Oshtemo’s participation to extend public utilities) – WMU awaiting federal approval of project to start building infrastructure.
- MDOT US-131 bridge replacement over KL Ave – MDOT bridge design work continues with deadline to produce final drawings by September 2018. MDOT agreed to design a retaining wall for the non-motorized path; however, payment for the retaining wall is still unresolved.
- LED Street Lights Upgrade (to be included in 2019 budget) – Members discussed whether this project should remain with the Treasurer’s Office or be transferred to the Public Works Department. Topic was turned over to staff for internal discussions.
- Stormwater Asset Management and Wastewater (SAW) – Tom Wheat briefed the members on the SAW grant progress. His team of engineering interns continue to GPS locate all manhole covers and photograph the manhole interiors for condition assessments. This data gathering step of the SAW grant will continue for several more months.
- KATS/RCKC CIP Data Initiative (a prototype initiative using GIS technology to capture, communicate & coordinate planned (5-years) capital improvements within the public ROW) – In September 2018, the RCKC will present a pilot project to show all planned road right-of-way work on one GIS map. The data will include public and private company plans.

14. Member Comments and Information Items:

- RCKC is performing culvert inventory pilot project with Michigan Technological University. The location and condition assessment data will be added to RoadSoft, which Oshtemo has access to.
- Heiny-Cogswell discussed the financial audit recommendation to remove capital improvement items from the budget at the end of the year if they will not be completed. This will improve accuracy in the budgeting process of what is planned and what was actually completed.
- The RCKC asked the Townships to provide advance notice of issues to be discussed prior to the RCKC attending Board meetings annually.
- Consumers Energy is starting a demonstration project on Parkview Ave adjacent to US-131. The project is a giant battery to store electricity from the BTR solar farm.

15. Next Meeting: The next regularly scheduled meeting of the CIC for Oshtemo is October 16, 2018 at 1:00 pm.



STATE OF MICHIGAN  
DEPARTMENT OF TRANSPORTATION  
LANSING

RICK SYNDER  
GOVERNOR

KIRK T. STEUDLE  
DIRECTOR

September 26, 2018

**Kamminga & Roodvoets, Inc.**  
**3435 Broadmoor Ave SE**  
**Grand Rapids, MI 49512-2870**

Contract ID: **39000-202047**  
Item: **1809 014**  
Region: **Southwest Region**  
Description: *0.70 mi of shared-use concrete path, curb replacement and pedestrian signal upgrades along South Drake Road from Green Meadow Road to West Main Street (M-43), Kalamazoo County. This is a Local Agency Project.*

The contract for work to be performed on the above noted project was awarded on **09/26/2018** at your low bid price: **\$704,307.65**

The subject contract has been approved and signed. You are authorized to begin work on this project in accordance with your contract and the MDOT approved progress schedule.

All construction materials must be inspected and approved before they are used in the work. To facilitate such inspection, it is required that you furnish the producers with the correct project numbers and give instructions that these numbers must be used in connection with all materials shipped.

If you have any questions, please call **Eve Fischer** at **517.335.2357**

Enclosures



Tabulation of Bids

Report v1

Call Number: 014 Contract ID: 39000-202047 Project(s): 1800965  
Letting Date: September 07, 2018 Region(s): Kalamazoo TSC Counties: Kalamazoo County  
Contract Time: 10/25/20 COMPLETION DATE

Contract Description: 0.70 mi of shared-use concrete path, curb replacement and pedestrian signal upgrades along South Drake Road from Green Meadow Road to West Main Street (M-43), Kalamazoo County. This is a Local Agency Project. \*\* 758 J \*\*In addition to the above minimum prequalification requirement for prime contractors this project includes a subclassification of Ea. If the prime contractor is not prequalified in this subclassification it must use a prequalified subcontractor. This subcontractor must be designated prior to award of the contract to the confirmed low bidder.

List of Vendors

Rank	Vendor ID/Name	Total Bid	Percent Of Low Bid	Percent Of Estimate
0	-EST- - Engineer's Estimate	\$758,661.20	107.72%	100.00%
1	00152 - Kamminga & Roodvoets, Inc.	\$704,307.65	100.00%	92.84%
2	00436 - Peters Construction Co.	\$734,598.56	104.30%	96.83%
3	01682 - C & D Hughes, Inc.	\$806,947.75	114.57%	106.36%
4	02262 - Northern Construction Services, Corp.	\$891,120.55	126.52%	117.46%

September 27, 2018  
2180399

Mr. Marc Elliott  
Director of Public Works  
Charter Township of Oshtemo  
7275 W. Main Street  
Kalamazoo, MI 49009

RE: Water Service Connections (Water Main Tap & Curb Box)

Dear Mr. Elliott:

Please find enclosed the bid tabulation for the subject project. We have reviewed the bid submitted and recommend award to SWT Excavating, Inc. of Galesburg, Michigan in the amount of \$60,105.70.

Following Board action regarding contract award, we will request that the contractor furnish the necessary bonds and insurance and prepare the contracts for execution. If you have any questions, please contact our office.

Sincerely,

**Prein&Newhof**



Ryan M. Russell

RMR:dlj

Enclosure

Owner: Charter Township of Oshtemo				1st  SWT Excavating, Inc. 8936 E. K Ave. Galesburg, MI 49053	
Project Title: Water Service Connections (Water Main Tap & Curb Box)					
Bid Date & Time: September 27, 2018 at 1:00 pm		Project #: 2180399			
Item No.	Description	Quantity	Unit	Unit Price	Total Amount
<b><u>Water Main Tap &amp; Curb Box</u></b>					
1	Insurance Allowance	1	LS	\$2,000.00	\$2,000.00
2	Water Main Tap; 1-1/4 Inch Corporation Stop (complete)	20	EA	\$555.71	\$11,114.20
3	Short Side Service; 1-1/4 Inch K-copper - up to 25 ft off Roadway Centerline	10	EA	\$562.50	\$5,625.00
4	Long Side Service; 1-1/4 Inch K-copper - up to 25 ft off Roadway Centerline	10	EA	\$1,496.48	\$14,964.80
5	Curb Stop; valve, plug, riser & cover (complete)	20	EA	\$615.21	\$12,304.20
6	Site Restoration; Soil Erosion & Sedimentation Control	20	EA	\$305.36	\$6,107.20
7	Public ROW Permit (fixed amount reimbursable; actual fees may vary by roadway agency)	20	EA	\$95.00	\$1,900.00
<b><u>Job Specific Additions (as appropriate / if required)</u></b>					
8	Additional Length, 1-1/4 Inch Service (K-Copper) [will include longside if main > 25 ft off centerline]	150	LF	\$26.47	\$3,970.50
9	Traffic Control; Lane Closure w/o Flagging	1	LS	\$337.50	\$337.50
10	Traffic Control; Lane Closure w/ Flagging	1	LS	\$506.25	\$506.25
11	Traffic Control; Lighted Arrow Board	1	LS	\$715.31	\$715.31
12	Concrete Sidewalk Repair	1	SF	\$8.99	\$8.99
13	Bituminous Pathway Repair	1	SY	\$51.75	\$51.75
14	Emergency - 48 Hr Response (e.g. Well outage/Line break/Off season/Other)	1	LS	\$500.00	\$500.00
<b>Total Bid</b>				<b>\$60,105.70</b>	

\* Denotes correction made by Engineer

## Memorandum

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Date: October 10, 2018

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To: Marc Elliott, P.E.

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Company: Charter Township of Oshtemo

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From: Thomas C. Wheat, P.E.

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Project #: 2180399

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Re: Re-bid and cost increase for water service installations

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In 2009 the City of Kalamazoo discontinued providing water service installations that were previously performed by their personnel and charged on a "cost averaged" basis (average of long side and short side costs). In response to this, Oshtemo bid out this service with the intent on continuing this "cost averaging" process. In 2010 the Township took bids and awarded the contract to Scott W. Taylor Excavating (SWT). Since the original contract with SWT, the Township has been satisfied with their performance and has consistently extended the contract on a yearly basis with moderate price increases.

In July of this year SWT notified Oshtemo that they were not interested in continuing extending the contract as in the past. In response, the Township rebid the "project" which was substantially the same as before and received one bid; from SWT. The attached comparison spreadsheet shows the scope of the increased costs, resulting in about a 53% increase for the cost averaged amount.

We are unsure why there was interest from only one contractor, but the reasons may be that the market is very busy and contractors are unwilling to take this type of piecemeal work and that SWT has made service leads his "nitch" and others have difficulty competing.

We have discussed this with Rich Pierson (KRWWC) who is currently helping negotiate a new water service contract between the Townships and the City. As part of these negotiations there has been discussion that the City will be required to provide the same services in City and out City, which would include these water service connections, essentially going back to the pre 2009 policy. Our understanding is that the City intends on re-establishing this service at the beginning of 2019.

Our recommendation is to award this contract in the absence of another short term option and wait for the City to resume their service connections. When the City resumes this service, the SWT contract has a provision to terminate the contract at the convenience of the owner (Township). The cost for termination would be to reimburse the contractor their costs for bonds and insurance that was not able to be earned back thru the performance of the work throughout the year. This cost would likely be \$2,000 to \$3,000.

The cost analysis shows a cost averaged price of \$2,600.77 for the new SWT service installation. We recommend that the Township charge an additional \$200 (\$2,800) to cover administrative costs as well as job specific additions that are occasionally required.

Charter Township of Oshtemo				Existing Costs (thru 10-31-18)		Proposed Costs (based on 9-27-18 Bid)		
Water Service Connections (Water Main Tap & Curb Box) Cost Analysis				SWT Excavating, Inc. 8936 E. K Ave. Galesburg, MI 49053		SWT Excavating, Inc. 8936 E. K Ave. Galesburg, MI 49053		
Bid Date & Time: September 27, 2018 at 1:00 pm		Project #: 2180399						
Item No.	Description	Quantity	Unit	Unit Price	Total Amount	Unit Price	Total Amount	Percent Increase
<b><u>Water Main Tap &amp; Curb Box</u></b>								
1	Insurance Allowance	1	LS	\$0.00	\$0.00	\$2,000.00	\$2,000.00	
2	Water Main Tap; 1-1/4 Inch Corporation Stop (complete)	20	EA	\$425.60	\$8,512.00	\$555.71	\$11,114.20	30.57%
3	Short Side Service; 1-1/4 Inch K-copper - up to 25 ft. off Roadway Centerline	10	EA	\$370.00	\$3,700.00	\$562.50	\$5,625.00	52.03%
4	Long Side Service; 1-1/4 Inch K-copper - up to 25 ft. off Roadway Centerline	10	EA	\$925.00	\$9,250.00	\$1,496.48	\$14,964.80	61.78%
5	Curb Stop; valve, plug, riser & cover (complete)	20	EA	\$457.18	\$9,143.60	\$615.21	\$12,304.20	34.57%
6	Site Restoration; Soil Erosion & Sedimentation Control	20	EA	\$80.00	\$1,600.00	\$305.36	\$6,107.20	281.70%
7	Public ROW Permit (fixed amount reimbursable; actual fees may vary by roadway agency)	20	EA	\$95.00	\$1,900.00	\$95.00	\$1,900.00	0.00%
	<i>Long Side Cost (Each)</i>			\$1,982.78		\$3,067.76		54.72%
	<i>Short Side Cost (Each)</i>			\$1,427.78		\$2,133.78		49.45%
	<i>Average Cost (Each)</i>			\$1,705.28		\$2,600.77		52.51%
<b><u>Job Specific Additions (as appropriate / if required)</u></b>								
8	Additional Length, 1-1/4 Inch Service (K-Copper) [will include longside if main > 25 ft. off centerline]	150	LF	\$18.05	\$2,707.50	\$26.47	\$3,970.50	46.65%
9	Traffic Control; Lane Closure w/o Flagging	1	LS	\$250.00	\$250.00	\$337.50	\$337.50	35.00%
10	Traffic Control; Lane Closure w/ Flagging	1	LS	\$375.00	\$375.00	\$506.25	\$506.25	35.00%
11	Traffic Control; Lighted Arrow Board	1	LS	\$175.00	\$175.00	\$715.31	\$715.31	308.75%
12	Concrete Sidewalk Repair	1	SF	\$5.50	\$5.50	\$8.99	\$8.99	63.45%
13	Bituminous Pathway Repair	1	SY	\$65.00	\$65.00	\$51.75	\$51.75	-20.38%
14	Emergency - 48 Hr. Response (e.g. Well outage/Line break/Off season/Other)	1	LS	\$0.00	\$0.00	\$500.00	\$500.00	
<b>Total Bid</b>					\$37,683.60		\$60,105.70	59.50%

Memorandum

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Date: October 10, 2018

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To: Marc Elliott, P.E.

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Company: Charter Township of Oshtemo

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From: Thomas C. Wheat, P.E.

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Project #: 2150125

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Re: Yearly Sewer and Water Rate Adjustments

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At your request we have looked at your sewer and water fee schedule to determine how aligned it is with the current construction market in order to make any necessary adjustments. After several years of relatively stable construction prices we are seeing an increase in costs in the past 6-9 months. We understand this is due to both material costs and contractor availability. Contractors seem to have plenty of work for the crews they have and adding crew capacity is problematic due to a lack of qualified personnel.

As we have discussed before we have analyzed the proposed rates based on a 110, 150 and 200 ft. average lot width. We like to see a rate where a typical platted lot (lot width 110 ft.) is relatively neutral from an expense/revenue standpoint without accounting for the benefit fee. The benefit fee is intended for the Township to collect to make investments in the overall system to ensure the system has capacity and depth to serve said neighborhoods. The neighborhoods should generally stand on their own, not necessarily needing the extra township investment.

The attached tabulations show this analysis and show our recommendations for the 2019 rates which are as follows:

	<u>Roadway Construction</u>	<u>Cross Country Construction</u>
<b>Sanitary Sewer</b>		
Connection	\$8,000	---
Front foot	\$30	---
Benefit	\$2,000	\$2,000
Lineal Foot	---	\$80
<b>Water</b>		
Front Foot	\$50	---
Benefit	\$750	\$750
Lineal foot	---	\$70

**Oshtemo Township Sewer & Water Fees: Cross Country**

9-Oct-18

**Sanitary Sewer**

Based on recent experience and discussions with local contractors the cost of sanitary sewer construction has been increasing. This is due largely to material cost increases and contractors schedules being full. A conservative estimate for a cross country run with average depth sewer would be approximately \$90/ft.

	Project Area With Lot Depths of: 110	Project Area With Lot Depths of: 150	Project Area With Lot Depths of: 200	
Project Costs (@ \$90)	\$9,900	\$13,500	\$18,000	
<b>Project Revenues (Current Charges)</b>				
Connection Charge	\$0	\$0	\$0	\$0
Lineal Foot Charge	\$71.50	\$7,865	\$10,725	\$14,300
Benefit Unit Charge	\$2,000	\$2,000	\$2,000	\$2,000
Revenues	\$9,865	\$12,725	\$16,300	
Project Surplus w/BU	-\$35	-\$775	-\$1,700	
Project Surplus wo/BU	-\$2,035	-\$2,775	-\$3,700	
<b>Project Revenues (Proposed Charges )</b>				
Connection Charge	\$0	\$0	\$0	\$0
Lineal Foot Charge	\$80.00	\$8,800	\$12,000	\$16,000
Benefit Unit Charge	\$2,000	\$2,000	\$2,000	\$2,000
Revenues	\$10,800	\$14,000	\$18,000	9.48% Rate Increase
Project Surplus w/BU	\$900	\$500	\$0	
Project Surplus wo/BU	-\$1,100	-\$1,500	-\$2,000	

**Water**

Based on recent experience and discussions with local contractors the cost of water main construction has continued to rise with the increased cost of Ductile Iron and the contractors schedules as indicated with the sewer costs. A conservative estimate for a cross country run with 8-12 inch water main would be approximately \$90/ft. This analysis does not include service leads.

	Project Area With Lot Depths of: 110	Project Area With Lot Depths of: 150	Project Area With Lot Depths of: 200	
Project Costs (@ \$90)	\$9,900	\$13,500	\$18,000	
<b>Project Revenues (Current Charges)</b>				
Lineal Foot Charge	\$65.00	\$7,150	\$9,750	\$13,000
Benefit Unit Charge (assume 3-likely business)	\$625	\$1,875	\$1,875	\$1,875
Revenues	\$9,025	\$11,625	\$14,875	
Project Surplus w/BU	-\$875	-\$1,875	-\$3,125	
Project Surplus wo/BU	-\$1,500	-\$3,750	-\$5,000	
<b>Project Revenues (Proposed Charges )</b>				
Lineal Foot Charge	\$70.00	\$7,700	\$10,500	\$14,000
Benefit Unit Charge (assume 3-likely business)	\$750	\$2,250	\$2,250	\$2,250
Revenues	\$9,950	\$12,750	\$16,250	10.2% Rate Increase
Project Surplus w/BU	\$50	-\$750	-\$1,750	
Project Surplus wo/BU	-\$700	-\$1,500	-\$2,500	

## Oshtemo Township Sewer & Water Fees: Front Foot

9-Oct-18

### Sanitary Sewer

Based on recent experience and discussions with local contractors the cost of sanitary sewer construction has been increasing. This is due largely to material cost increases and contractors schedules being full. A conservative estimate for a plat type street with average depth sewer would be approximately \$200/ft.

		Project Area With Lot Widths of: 110	Project Area With Lot Widths of: 150	Project Area With Lot Widths of: 200	
Project Costs (@ \$200)		\$22,000	\$30,000	\$40,000	
Project Revenues (Current Charges)					
Connection Charge	\$7,000	\$7,000	\$7,000	\$7,000	
Front Foot Charge	\$25.00	\$2,750	\$3,750	\$5,000	
Benefit Unit Charge	\$2,000	\$2,000	\$2,000	\$2,000	
Revenues One Side Road (For each home)		\$11,750	\$12,750	\$14,000	
Revenues Both Side Road		\$23,500	\$25,500	\$28,000	
Project Surplus w/BU		\$1,500	-\$4,500	-\$12,000	
Project Surplus wo/BU		-\$2,500	-\$8,500	-\$16,000	
Project Revenues (Proposed Charges )					
Connection Charge	\$8,000	\$8,000	\$8,000	\$8,000	
Front Foot Charge	\$30	\$3,300	\$4,500	\$6,000	
Benefit Unit Charge	\$2,000	\$2,000	\$2,000	\$2,000	
Revenues One Side Road		\$13,300	\$14,500	\$16,000	13.19% Rate Increase
Revenues Both Side Road		\$26,600	\$29,000	\$32,000	
Project Surplus w/BU		\$4,600	-\$1,000	-\$8,000	
Project Surplus wo/BU		\$600	-\$5,000	-\$12,000	

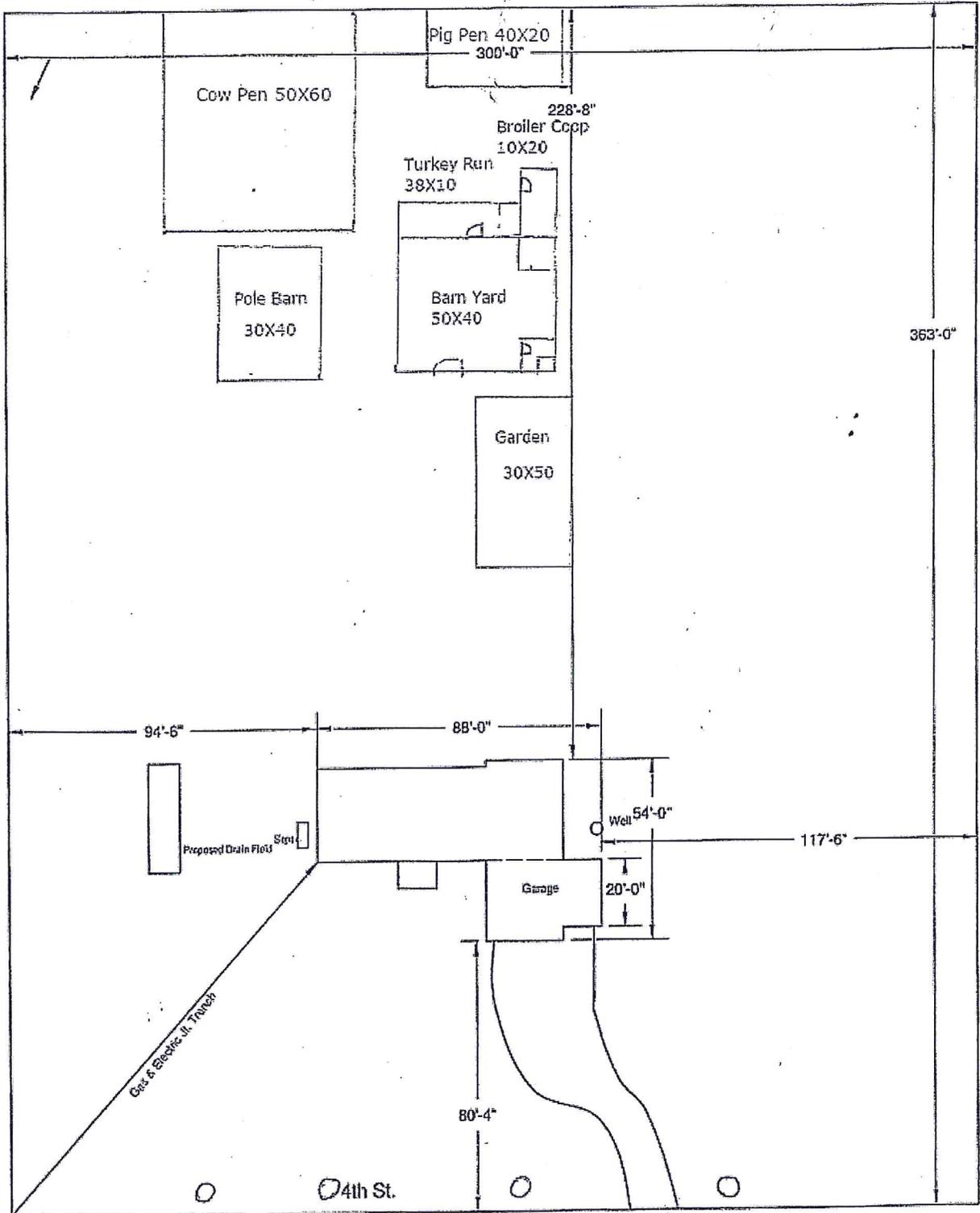
### Water

Based on recent experience and discussions with local contractors the cost of water main construction has continued to rise with the increased cost of Ductile Iron and the contractors schedules as indicated with the sewer costs. A conservative estimate for a plat type street with 8-12 inch water main would be approximately \$110/ft. This analysis does not include service leads.

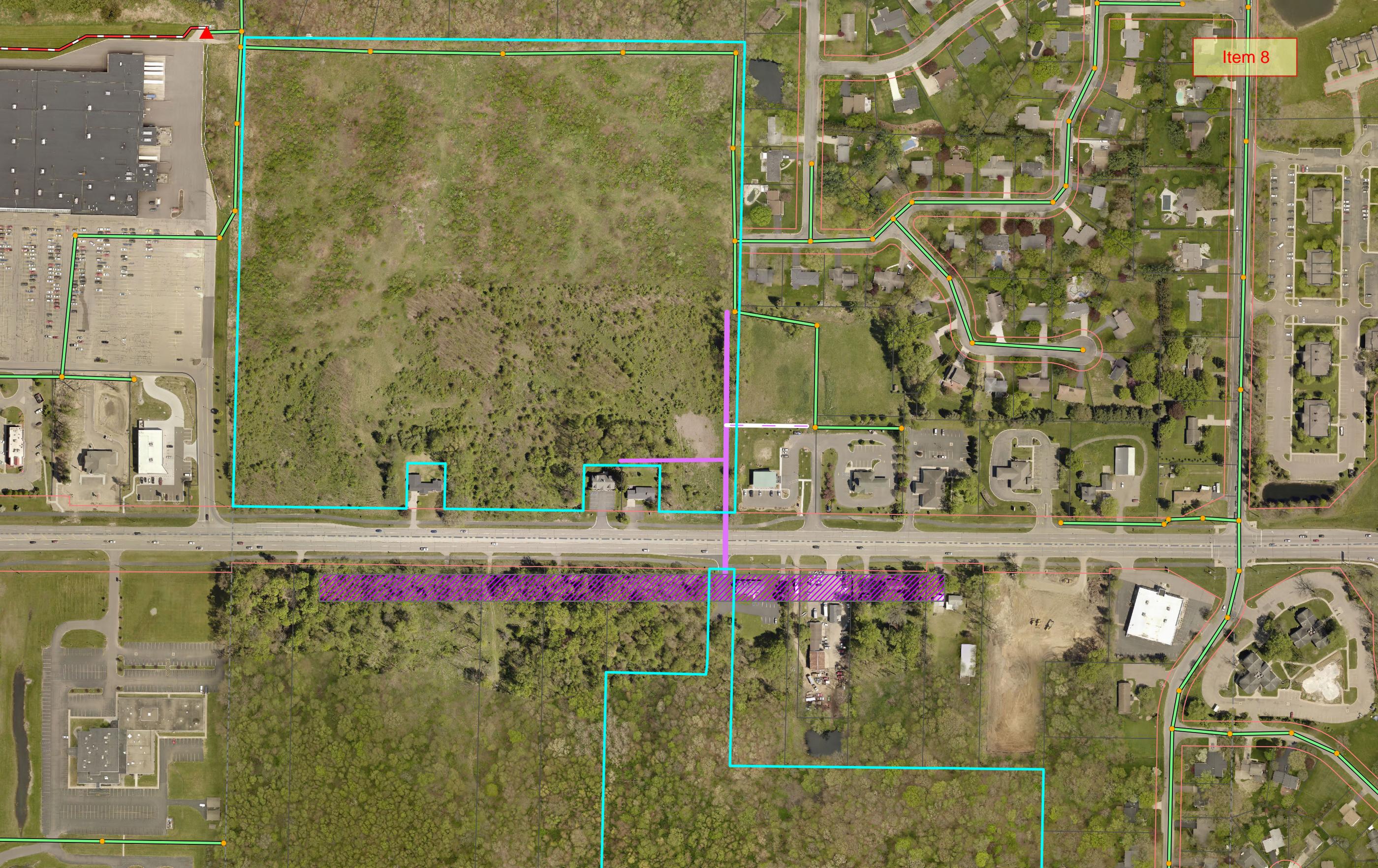
		Project Area With Lot Widths of: 110	Project Area With Lot Widths of: 150	Project Area With Lot Widths of: 200	
Project Costs (@ \$110)		\$12,100	\$16,500	\$22,000	
Project Revenues (Current Charges)					
Front Foot Charge	\$40.00	\$4,400	\$6,000	\$8,000	
Benefit Unit Charge	\$625	\$625	\$625	\$625	
Revenues One Side Road (For each home)		\$5,025	\$6,625	\$8,625	
Revenues Both Side Road		\$10,050	\$13,250	\$17,250	
Project Surplus w/BU		-\$2,050	-\$3,250	-\$4,750	
Project Surplus wo/BU		-\$3,050	-\$4,250	-\$5,750	
Project Revenues (Proposed Charges )					
Front Foot Charge	\$50.00	\$5,500	\$7,500	\$10,000	
Benefit Unit Charge	\$750	\$750	\$750	\$750	
Revenues One Side Road		\$6,250	\$8,250	\$10,750	24.4% Rate Increase
Revenues Both Side Road		\$12,500	\$16,500	\$21,500	
Project Surplus w/BU		\$400	\$0	-\$500	
Project Surplus wo/BU		-\$1,100	-\$1,500	-\$2,000	

Martz Home Builders, L.L.C.  
1810  
2350 S. 4th St.  
Kalamazoo, MI 49009

N  
1"=40'



Item 8



**DEPARTMENT OF PUBLIC SERVICES**

Director's Office  
415 Stockbridge Avenue  
Kalamazoo, MI 49001  
Phone: (269) 337-8660  
Fax: (269) 337-8533  
[www.kalamazoo-city.org](http://www.kalamazoo-city.org)

October 10, 2018

Mr. Marc Elliot, PE  
Township Engineer, Oshtemo Charter Township  
7275 W. Main Street  
Kalamazoo, MI 49009-9334

VIA EMAIL: [melliot@oshtemo.org](mailto:melliot@oshtemo.org)

**Re: Oshtemo Fire Department Hydrant Marker Flag Project**

Dear Mr. Elliot,

In response to your October 3, 2018 letter the City of Kalamazoo Department of Public Services, serving as the owner and operator (as defined by the MDEQ) of the Public Water Supply System WSSN 3520, grants the full approval of the Oshtemo Fire Department (OFD) to perform the following fire hydrant operations and maintenance activities.

- Coordinating with Water Dispatch at (269) 337-8148 (before opening and after shutting down)
- Verify a "trouble" hydrant in advance
- Inspection and greasing of the hydrant caps and threads with a NSF approved grease
- Exercise hydrant (installing diffuser, slowly opening and shutting down)
- Installation of wire whip hydrant marker flags in accordance with manufacturer's directions
- Recording and reporting of any needed hydrant repairs back to Water Dispatch (269) 337-8148

This approval for the detailed fire hydrant operations and maintenance activities is expressly limited to the scope and duration of the OFD Hydrant Marker Flag Project. It is understood that this project is being carried out by the OFD under the consent and supervision of City of Kalamazoo WSSN 3520 and that considerable planning, coordination and training has been carried out by the OFD and City of Kalamazoo.

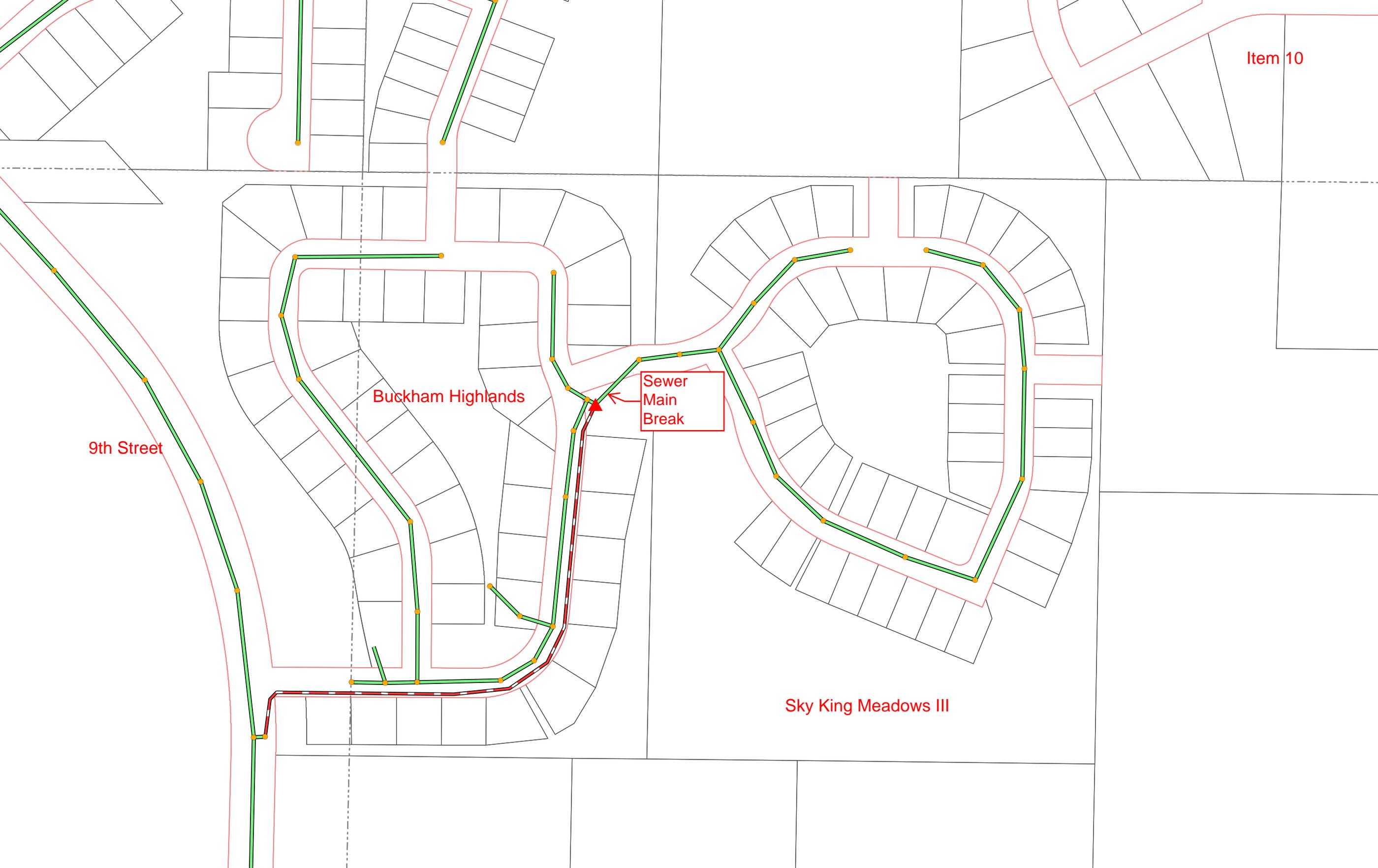
The City of Kalamazoo Department of Public Services is most supportive of this work activity and looks forward to continued interagency coordination and cooperation. These fire department hydrant flag projects have also been carried out in Texas and Comstock Townships and have proven to be very beneficial for both the fire departments and the City of Kalamazoo.

Respectfully,

A handwritten signature in blue ink that reads 'James J. Baker'.

James J. Baker, PE  
Public Services Director & City Engineer

C/C: Jeff Chamberlain, Deputy City Manager  
Clyde Robinson, City Attorney  
Teresa Johnson, Public Services Deputy Director  
John Paquin, Water Resource Division Manager  
Steve Skalski PE, Assistant City Engineer, Water Division  
Tom Spitzner, Water Operations and Maintenance Supervisor  
Tony Decker, Engineering Associate  
Tom Buzka, Engineering Associate



Item 10

Buckham Highlands

Sewer Main Break

9th Street

Sky King Meadows III

92 FT - STORM SEWER, 12 INCH @ 4.88%  
 10 FT WIDE PRIVATE UTILITY EASEMENT  
 130 FT - SAN. SEWER, 8 INCH @ 5.49%  
 244 FT - 10" WATER MAIN  
 1 EA - 10" 11 1/4° BEND  
 92 FT - STORM SEWER, 12 INCH @ 4.88%

130 FT - SAN. SEWER, 8 INCH @ 6.16%  
 29 FT - STORM SEWER, 12 INCH @ 0.33%  
 232 FT - 16" WATER MAIN  
 127 FT - SAN. SEWER, 8 INCH @ 4.60%

10" x 8" TEE  
 1 EA - 10" X 13" LONG CONNECTING PIECE  
 1 EA - 10" GATE VALVE & BOX - E  
 1 EA - 8" X 13" LONG CONNECTING PIECE  
 1 EA - 8" GATE VALVE & BOX - S  
 166 FT - STORM SEWER, 18 INCH @ 2.84%  
 CAP FOR FUTURE EXTENSION - INV. 926.30  
 200 FT - 10" WATER MAIN  
 REMOVE CAP AND CONNECT  
 TO EXISTING 10" WATER MAIN  
 MATCH FLOW LINE OF  
 EXISTING HMA CURB

WOOD HOLLOW AVENUE

Live Sewer --  
 Suspected location  
 of broken sewer  
 main

Dry Sewer

Dry sewer

EXISTING HMA ROAD TO BE  
 REMOVED AND REPLACED

90 FT - SAN. SEWER, 8 INCH @ 0.40%  
 52 FT - SAN. SEWER, 12 INCH @ 0.40%

8" SANITARY SHALL UNBROKEN THROUGH  
 "DOGHOUSE" TYPE STRUCTURE - SEE  
 SHEET 154124-13 FOR DETAIL

91 FT - SAN. SEWER, 8 INCH @ 0.40%  
 STREET LIGHT (6 FT FROM BACK OF CURB), BY OTHERS

EXISTING 8" SAN. SEWER  
 EXISTING LIFT STATION EASEMENT

12 INCH SANITARY - SEE SHEET 154124-13  
 8 INCH WATER MAIN - SEE SHEET 154124-07

8 INCH SANITARY SEWER - SEE SHEET 154124-07  
 18 INCH STORM SEWER - SEE SHEET 154124-07

Future Bypass  
 Sewer Extension --  
 to be constructed  
 with the Pump  
 Station is  
 abandoned

ELEC  
 2" GAS  
 8" SAN  
 10" WATER  
 10" WATER  
 4" SAN  
 BUCKHAM WOOD

**NOTICE TO ELECTORS OF THE CHARTER TOWNSHIP OF OSHTEMO  
OF THE TOWNSHIP'S INTENT TO ISSUE CAPITAL IMPROVEMENT  
BONDS AND THE RIGHT OF REFERENDUM RELATING THERETO**

PLEASE TAKE NOTICE THAT THE CHARTER TOWNSHIP OF OSHTEMO intends to issue Capital Improvement Bonds in one or more series in a maximum amount which shall not exceed \$30,000,000.

**PURPOSE**

The Bonds shall be issued for the purpose of defraying part of the cost of the acquisition and construction of capital improvements within the Township consisting of extensions to the Township's sewer system and related road improvements including, without limitation, extensions in Westport, Meadowbrook, Frie & Gibbs, County Club, Whitegate Farms, Fairlane, and Skyridge Plat including Meridian Street (in entirety), Sunset Street (in entirety), 11th Street (Parkview Avenue to N Avenue) KL Avenue (8th Street to Autumn Way Boulevard), Beech Street (In entirety), 7th Street (West Main Street to South of Cross Country Drive) and West Main Street (8th Street to Township Hall west property line); together with related improvements and appurtenances including, but not limited to, sidewalk and shared paths installation, necessary easements, rights-of-way and interests in land, and the expenses of Township engineering, legal and financial consultants (together, the "Project").

**ESTIMATED PROJECT COST**

The total estimated cost of the proposed Project, including contingency, is \$30,000,000. The costs of the Project shall be paid from bond proceeds, investment earnings, if any, on bond proceeds, and other legally available funds. It is currently expected that one or more series of the bonds, in the estimated amount of \$27,196,000, will be issued by the Township to evidence a low-interest loan by the U.S. Department of Agriculture's Rural Development agency for the sanitary sewer and road improvement portions of the Project. The balance of the cost of the Project (sidewalk and shared paths installation and related costs) would be paid from the issuance of a separate series of bonds to be issued by the Township, which would not be included in the loan from Rural Development.

**MAXIMUM AMOUNT AND TERMS OF REPAYMENT**

The Bonds shall be issued in one or more series in a maximum aggregate amount not to exceed \$30,000,000, shall mature serially with interest on the unpaid balance at a rate not to exceed the maximum rate of interest allowed by law and shall be repaid over a term not to exceed the maximum term permitted by law. The Bonds shall be issued pursuant to Act 34 of the Public Acts of Michigan of 2001, as amended.

**SOURCE OF PAYMENT AND SECURITY FOR THE BONDS**

The principal of and interest on the Bonds shall be payable from revenues of the Township's Sewer System and/or the Township's General Fund, other legally available funds or a combination thereof, and shall be a general obligation of the Township secured by the Township's full faith and credit and limited tax pledge, within applicable statutory and constitutional tax limitations applicable to the Township. THE TOWNSHIP DOES NOT REASONABLY EXPECT THAT IT WILL BE

NECESSARY TO LEVY ANY ADDITIONAL TAXES TO PAY THE PRINCIPAL OF AND INTEREST ON THE PROPOSED BONDS AND FURTHER THE TOWNSHIP WILL NOT HAVE THE AUTHORITY TO LEVY ADDITIONAL TAXES TO PAY THE PRINCIPAL OF AND INTEREST ON THE BONDS OVER PRESENTLY EXISTING TOWNSHIP MILLAGE LIMITS WITHOUT A FURTHER VOTE OF TOWNSHIP ELECTORS.

### **RIGHT OF REFERENDUM**

THE BONDS WILL BE ISSUED WITHOUT A VOTE OF TOWNSHIP ELECTORS APPROVING THE BONDS, UNLESS, WITHIN 45 DAYS FROM THE DATE OF PUBLICATION OF THIS NOTICE OF INTENT, A PETITION, SIGNED BY NOT LESS THAN 10% OF THE REGISTERED ELECTORS RESIDING WITHIN THE LIMITS OF THE CHARTER TOWNSHIP OF OSHTEMO, SHALL BE FILED WITH THE TOWNSHIP BOARD REQUESTING A REFERENDUM UPON THE QUESTION OF THE ISSUANCE OF THE BONDS. IF PETITIONS ARE SO FILED, THE BONDS SHALL NOT BE ISSUED UNTIL APPROVED BY THE VOTE OF A MAJORITY OF THE ELECTORS OF THE TOWNSHIP QUALIFIED TO VOTE AND VOTING ON THE QUESTION OF ISSUING THE BONDS AT A GENERAL OR SPECIAL ELECTION.

This Notice is published pursuant to the requirements of Section 517 of Act 34 of the Public Acts of Michigan of 2001, as amended, and was approved by the Township Board of the Charter Township of Oshtemo on October 9, 2018.

Dusty Farmer, Township Clerk  
Charter Township of Oshtemo

DRAFT 09-14-2018

**DRAFT****CAPITAL EXPENDITURES****General Projects**

The General Fund is the largest of all the revenue funds for the Township. Most capital projects are paid for from the General Fund. The following tables, arranged in order of project year, describe those projects that do not fit clearly into other, more narrowly defined project-based categories.

<b>Project Year:</b>	<b>2019</b>			
<b>Project Name</b>	<b>Project Costs</b>	<b>Twp Share</b>	<b>Funding Source</b>	<b>Description</b>
<b>Information Technology</b>	\$74,000	\$74,000 100%	General Fund	Server replacements (four), computer replacements (seven) and software licensing. Some funding to be provided by the Fire Fund. Amount to be determined.
<b>Maintenance Truck Replacement</b>	\$70,000	\$63,000 90%	General Fund	Replacement of a maintenance truck (Chevy) that has reached the end of its utility. Ten percent of the costs will be covered by the Fire Fund.
<b>Maintenance Trailer Replacement</b>	\$3,500	\$3,500 100%	General Fund	Replacement of a maintenance trailer that has reached the end of its utility.
<b>Green Burial Development</b>	\$5,000	\$5,000 100%	General Fund	Begin implementation of the Cemetery Master Plan, specifically exploring alternatives to standard burials.
<b>Township Hall Carpet Replacement</b>	\$60,000	\$60,000 100%	General Fund	Replace the carpet within the common areas of Township Hall.
<b>Maintenance Storage Facility: Construction</b>	\$115,000	\$115,000 100%	General Fund	Construction of a new storage facility for maintenance equipment and vehicles.
<b>Plotter/Scanner</b>	\$12,000	\$12,000 100%	General Fund	Replace the current plotter/scanner which has reached the end of its utility.

Project Year:		2020			
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>	
Information Technology	\$49,000	\$49,000 100%	General Fund	Large meeting room audio/visual upgrades, computer replacements (seven), software licensing.	
Maintenance Facility: New Construction	\$300,000	\$300,000 100%	General Fund	Construction of a new maintenance shop building to house additional maintenance equipment and vehicles.	
Maintenance Truck and Plow: Replacement	\$140,000	\$140,000 100%	General Fund	Replacement of a maintenance truck (Ford) and snow plow that has reached the end of its utility.	
Bobcat with Snow Blower and Trailer: New	\$67,000	\$67,000 100%	General Fund	Purchase a new bobcat and snow blower with trailer for the Maintenance Department.	
Election Equipment: Laptops	\$10,000	\$10,000 100%	General Fund	Replace the 10 laptops used during elections, which have reached the end of their utility.	

Project Year:		2021			
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>	
Information Technology	\$24,000	\$24,000 100%	General Fund	Computer replacements (seven) and software licensing. Some funding to be provided by the Fire Fund. Amount to be determined.	
Vehicle Replacement: Camry	\$26,000	\$26,000 100%	General Fund	Replacement of the general staff vehicle that has reached the end of its utility.	
Lawn Equipment: Replacement	\$26,000	\$26,000 100%	General Fund	Replacement of various lawn equipment used to maintain Township facilities that has reach the end of its utility.	

Project Year:		2022		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
Information Technology	\$24,000	\$24,000 100%	General Fund	Computer replacements (seven) and software licensing. Some funding to be provided by the Fire Fund. Amount to be determined.
Election Equipment: Tabulators	\$25,000	\$25,000 100%	General Fund	New tabulator equipment necessary to conduct elections in the Township.

Project Year:		2023		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
Information Technology	\$24,000	\$24,000 100%	General Fund	Computer replacements (seven) and software licensing. Some funding to be provided by the Fire Fund. Amount to be determined.

Project Year:		2024		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
Information Technology	\$80,000	\$80,000 100%	General Fund	Computer replacements (seven) and software licensing. Some funding to be provided by the Fire Fund. Amount to be determined.

Project Year:		2019-2024		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
Cemetery Maintenance and Upgrades	\$120,000 (\$20,000 annually)	\$120,000 100%	General Fund	Tree and shrub removal, as well as other maintenance updates, at the three cemeteries owned and maintained by the Township.

## Maintenance Replacements

The Maintenance Department is responsible for the upkeep of all Township owned buildings and grounds. This encompasses a substantial amount of mechanical equipment and infrastructure, as well as maintenance vehicles and other assets. The established philosophy in regards to this infrastructure and equipment is maintenance until failure. Thus, it becomes difficult to always predict when a furnace or a mower may need to be repaired or replaced. Therefore, the Maintenance Department has estimated a need over the course of the six year planning period of approximately \$50,000 for repair or replacement of equipment and \$50,000 for capital maintenance at Township facilities. These funds will not necessarily be budgeted in a particular year but will be held in reserve and used via the Township emergency purchasing policy. Known capital improvement projects and/or costs have been outlined in the General Expenditures tables.

Project Years:		2019—2024		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Facilities Equipment Fund (HVAC, Vehicles, Equipment)</b>	\$300,000  (\$50,000 Annually Estimated)	\$300,000 100%	General Fund	Periodic equipment replacement under intentional and economical “run to failure” approach for 51 HVAC units, 6 generators, 6 facility mechanicals, 4 licensed vehicles, 6 grounds maintenance vehicles and miscellaneous powered and attached equipment.  The Township policy for emergency purchasing may be used. Some funds may come from the Fire Department. Amount to be determined.
<b>Facilities Capital Replacements</b>	\$300,000  (\$50,000 Annually Estimated)	\$300,000 100%	General Fund	Facilities replacement and maintenance: pavement, fencing, painting, carpet, etc.  The Township policy for emergency purchasing may be used. Some funds may come from the Fire Department. Amount to be determined.

## **Capital Infrastructure Projects**

The projects found in this section of the CIP are generally the largest and most expensive projects managed by the Township. These projects include the development of local road improvements, street lights, non-motorized facilities, the extensions of public water and sewer, and storm water management.

### **Road Improvements**

Primary Roads in the Township are maintained and improved by the Road Commission of Kalamazoo County (RCKC) at their expense. Local Roads in Oshtemo are also maintained and improved by the RCKC, but the cost is shared with the Township. Local Road Participation Funds (PAR) are budgeted by the RCKC out of the annual funding allotments and dedicated to be used on local roads based on the amount of road mileage. However, to access this funding, the dollars must be matched by the Township. Oshtemo has traditionally over-matched the available funds, generally committing more than \$250,000 a year to the maintenance and improvement of Local Roads. As a result, the Pavement Surface Evaluation and Rating (PASER) score for roads in the community exceeds the average rating for the County as a whole.

The recent requirement for mandatory connections to sanitary sewer and the planned extension of sewers into existing neighborhoods will yield many reconstructed roads during the CIP planning period. A portion of general revenue funds are being allocated to these road improvements. The Township's policy of improving roads when water and/or sanitary sewer are developed provides opportunities to reduce costs for the larger infrastructure project. Therefore, for this CIP period the Township has increased road funding so that improvement may occur at the same time that new water and/or sewer projects are constructed. That is, the long-term perspective has led to a gradual deterioration of roadways within neighborhoods targeted for sewer extensions. The current six-year CIP, if totally realized, will construct 18 miles of roads.

### **Street Lighting**

Street lighting within the Township is paid through a special assessment district applied to property owners. In an effort to reduce the long-term energy costs of street lighting, passing these savings on to the property owners, the Township will be replacing all high pressure sodium lights with LED light fixtures.

### **Non-Motorized**

The non-motorized project outlined in the CIP are based on the current Township Non-Motorized Plan and staff review. It is important to note that the Township is in the process of completing updates to the Non-Motorized Plan as part of the *GO!* Green Oshtemo planning effort. It is anticipated that projects outlined in the CIP will also be priorities of the *GO!* Green Oshtemo Plan.

The goal is to build a network of non-motorized facilities along major roadways in the Township connecting neighborhoods and other population centers to existing non-motorized accommodations, activity centers, and planned amenities in surrounding communities. Township funds are provided from the General Fund for on-road facilities and the Park Fund for off-road trails. In commercial areas, these funds may be supplemented with a special assessment. In select cases, non-motorized projects may be eligible for MDOT or Michigan Natural Resources Trust Fund grant dollars, or other sources to assist with funding challenges. All MDOT eligible projects will be shared use paths, constructed as either a 10-foot two way path or 6-foot one-way paths located on both sides of the roadway. The timeliness to proceed with these projects will be predicated on the ability to secure grant approval.

### **Sanitary Sewer**

Although operated by the City of Kalamazoo, the public sanitary sewer system is owned and constructed by the Township and therefore any extensions are paid for by the Township via the Sewer Fund. As discussed previously, these costs are recovered by the Township through benefit and connection fees. Some of the projects proposed in this CIP represent a continuing effort to locate major sanitary service mains on section line roads. The Township's management strategy is to be prepared to serve sewer systems that may be privately extended into adjacent, emerging development areas. In addition, sewer projects are identified that substantially extend public sanitary sewer service into existing neighborhoods to replace aging and failing private septic systems.

It should be noted that the list of sanitary projects identified in the current CIP has expanded from previous years. This larger need was identified from multiple citizen requests and health department concerns regarding the continued use of septic tanks in developed neighborhoods. In 2016, the Township Board approved a mandatory hook-up ordinance, which has strengthened the Township's capacity to more efficiently finance larger projects.

The Township has developed a three year program of sewer extensions to address many of these older neighborhoods. In an effort to reduce the financial burden to local residents, the Township has applied for a low interest rate Rural Development Loan through the United States Department of Agriculture (USDA) Water and Waste Disposal Loan and Grant Program. Phase 1 of the sewer extensions has been administratively endorsed by the USDA and the receipt of a loan is expected. In addition, other funding possibilities like bonding, assessments, and connection fees will continue to be reviewed.

### **Water**

Similar to the sewer system, expansions to the public water system are constructed and paid for by the Township via the Township's Water Fund. This fund is reimbursed through benefit and connection fees. Projects proposed in this six year capital period focus on closing network gaps, completing loops, and providing service to neighborhoods not otherwise served by public water. It should be noted that public water service has been greatly extended to the west along West Main Street and KL Avenue, beyond the nominal growth and development fringe outlined in the Township's Master Plan. This expanded public water service area was established to address private well health and safety concerns related to groundwater contaminants released at the former KLA Land Fill. (Land fill closure is complete and groundwater remediation is proceeding under EPA/MDEQ oversight.)

### **Storm Water**

Storm water is defined as any water running off a land surface before it reaches some type of detention/retention area, be that a natural lake or a manmade detention/retention pond. The Township regulatory language states all owners, developers, or property owners shall be required to construct and maintain on-site storm water management and drainage facilities to prevent flow or runoff of surface water onto adjoining properties. In all developments, storm water management facilities must be maintained in good operating order. Most facilities found within neighborhoods are public, dedicated to the Kalamazoo County Drain Commission. Private residential subdivisions and condominiums may have systems that are owned and maintained by homeowner associations. Finally, commercial establishments generally maintain their own detention/retention basins. The funds outlined in the CIP are intended to improve an existing system managed by the Township and to allow for general storm water system investigations and retrofit coordination with the Drain Commission office.

## Road Improvements

Project Year:		2019		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>BTR Park 2.0: Road Construction</b>	\$366,500	\$366,500 100%	General Fund	Development of a new road to serve a 55 acre vacant parcel located at the north-west corner of Drake Road and Parkview. The new infrastructure is for the expansion of the Western Michigan University existing BTR park located to the south of the subject site.

Project Year:		2020		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Driftwood and Skyridge Avenues: Traffic Calming Improvements</b>	\$180,000	\$180,000 100%	General Fund	These roads will be reconstructed during planned sanitary sewer extensions. Traffic calming capital expenditures are being considered to address homeowner safety concerns and will be further explored with RCKC as potentially acceptable control measures.

Project Year:		2019 - 2024		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Annual Local Road Improvements</b>	\$1,746,000	\$1,746,000 100%	General Fund	Maintenance and improvement of local roads in the Township. The Township provides matching dollars to receive PAR funds from the RCKC.  2019: \$270,000 2020: \$278,000 2021: \$286,000 2022: \$295,000 2023: \$304,000 2024: \$313,000
<b>Other Roadway Maintenance and Restoration Capital Projects</b>	\$1,560,000	\$1,560,000 100%	General Fund	During neighborhood sewer extensions, roadway funds will be contributed towards project roadway reconstructions and thereby reduce sewer system costs to users and affected neighborhoods.  2019 - 2024: \$260,000 annually

## Street Lights

Project Year:		2019		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
Street Light Fixture Upgrades (Replace Existing with LED)	\$633,000	\$633,000 100%	Street Light Special Assessment District	Higher efficiency LED's will reduce annual operating costs. An installment-financing plan is being explored. Existing Special Assessment District restricted funds and operation and maintenance cost saving indicate a reasonable pay-back period for this capital investment.

### Non-Motorized Facilities

Project Year:		2019		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Drake Road Shared Use Path: West Main Street to Green Meadow Drive Construction</b>	\$829,440	\$411,980 50%	SoDA, General Fund, MDOT	Construction of a 6-foot wide shared-use non-motorized facility along the west side of Drake Road, to include some ADA corrections within existing sidewalk facilities.
<b>Drake Road Shared Use Path: Green Meadow Drive to West Michigan Avenue Construction</b>	\$1,047,600	\$726,800 69%	SoDA, General Fund, MDOT	Construction of a 10-foot wide shared-use, non-motorized facility along the west side of Drake Road to connect the existing path at Arboretum Parkway through to West Michigan Avenue.
<b>Drake Road Shared Use Path: West Michigan Avenue to Stadium Drive Construction</b>	\$276,480	140,708 51%	SoDA, General Fund, MDOT	Construction of a 10-foot wide shared-use, non-motorized facility along the west side of Drake Road. This facility will connect the Safety Grant funded pathway extent north of West Michigan Avenue, and extending south to the existing shared-use, non-motorized facility at Stadium Drive.
<b>9th Street Shared Use Path: Erie Street to Quail Run Drive Schematic Design</b>	\$30,000	\$30,000 100%	General Fund, DDA	Design phase for sidewalks on 9th St, which will provide better pedestrian connections to Prairie Ridge Elementary School. DDA/Township to possibly seek funding through a grant program. This project is approximately 33% within the DDA.
<b>West Main Street Cycle Track Construction</b>	\$20,000	\$20,000 100%	General Fund	Development of a cycle track within the West Main St right-of-way from 8th Street west to the Kalamazoo Public Library entrance that is distinct from the roadway through painting the surface to indicate the bicycle lane.

Project Year:		2019 continued		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Stadium Drive Shared Use Path: 11th St to DDA Boundary (near Quail Run) Construction Drawings</b>	\$40,000	\$40,000 100%	General Fund, DDA	Development of construction drawings and easement acquisition for 6-foot concrete paths on both sides of Stadium Drive that will connect the Oshtemo Village area (DDA) to the larger pedestrian system in Oshtemo and Kalamazoo. The Township will cover from 11th St west to the DDA boundary, which is approximately 500 feet west of Quail Run Drive.
<b>Stadium Drive Shared Use Path: DDA Boundary to 8th Street Construction Drawings</b>	\$80,000	\$0 0%	DDA	Development of construction drawings and easement acquisition for 6-foot concrete paths on both sides of Stadium Drive that will connect the Oshtemo Village area (DDA) to the larger pedestrian system in Oshtemo and Kalamazoo. The DDA will cover from their eastern boundary, which is approximately 500 feet west of Quail Run Drive west to 8th Street.
<b>KL Avenue Shared Use Path: Drake Road to Copper Beech Boulevard Design Coordination</b>	\$10,000	\$10,000 100%	General Fund	Design coordination with MDOT's US 131 bridge replacement and Oshtemo's planned non-motorized path under the bridge ( from Copper Beech Boulevard to Drake Road). Acquisition of required easements shall also be pursued during this phase.
<b>11th St Shoulders: Parkview to N Ave Construction Drawings</b>	\$11,240	\$11,240 100%	General Fund	Addition of 4-foot shoulders to be added in conjunction with USDA funded sewer project. Roadway reconstruction is proposed to include the addition of 4-foot shoulders as a non-motorized connector between WMU and KVCC.
<b>11th St 6' Sidewalk—East Side: Parkview to N Ave Construction Drawings</b>	\$25,760	\$25,60 100%	General Fund	In accordance with (draft) non-motorized plan, sidewalk on the east-side is proposed as a school connector, to be added in conjunction with USDA funded sewer project.

Project Year:		2019 continued		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Maple Hill Dr and Croyden Ave Sidewalks: West Main to Drake Rd Construction</b>	\$505,000	\$505,00 100%	General Fund	Development of sidewalks along Croyden Avenue moving west to Maple Hill Drive, then south down Maple Hill Drive to West Main Street. This project will be completed as part of the sewer expansion efforts in this area.
<b>Green Meadow Drive Sidewalks: Drake Rd to Round Hill Road Construction</b>	\$427,700	\$427,700 100%	General Fund	Development of sidewalks along Green Meadow Drive from Drake Road west to where Green Meadow Drive terminates near Round Hill Road. This project will be completed as part of the sewer expansion efforts in this area.
<b>Fairgrove St Sidewalk: Mansfield St to Stadium Dr Construction</b>	\$26,000	\$26,000 100%	General Fund	Development of a small connector sidewalk along Fairgrove Street from Mansfield Street to Stadium Drive to connect the Fairlane Plat. This project will be completed as part of the sewer expansion efforts in this area.
<b>Whitegate Lane and West Michigan Ave Sidewalk: Powderhorn Dr to 11th St Construction</b>	\$118,000	\$118,000 100%	General Fund	Development of sidewalks on Whitegate Lane south to Michigan Avenue, then along Michigan Avenue to 11th Street to connect the Whitegate Farms neighborhood. Some additional infill is planned on Castleton and Lamplighter Lanes to help complete the network. This project will be completed as part of the sewer expansion efforts in this area.

Project Year:		2020		
Project Name	Project Costs	Twp Share	Funding Source	Description
<b>9th Street Shared Use Path: Erie to Quail Run Drive Construction Drawings</b>	\$88,000	\$59,000 66%	General Fund, DDA	Easement acquisitions, final design plans for sidewalks on 9th Street. DDA to possibly seek funding through a grant program, working towards better pedestrian connections to Prairie Ridge Elementary School. This project is approximately 33% within the DDA.
<b>Stadium Drive Shared Use Path: 11th St to DDA Boundary (near Quail Run) Construction</b>	\$618,000	\$365,000 59%	General Fund, KATS	Construction phase of the shared use path project that will connect the Oshtemo Village area (DDA) to the larger pedestrian system in Oshtemo and Kalamazoo. The Township received a Transportation Alternative grant from the Kalamazoo Area Transportation Study (KATS) for the project from 11th Street to the DDA boundary. Funding sources include: KATS: \$253,000 Township: \$365,000
<b>Stadium Drive Shared Use Path: DDA Boundary to 8th Street Construction</b>	\$1,005,000	\$402,000 40%	DDA, MDOT	Construction phase of the shared use path project that will connect the Oshtemo Village area (DDA) to the larger pedestrian system in Oshtemo and Kalamazoo. The DDA will seek grant funding from MDOT for the remainder of the project. Funding sources and their possible breakdown include: DDA: \$402,000 MDOT: \$603,000 (possible funding)
<b>KL Avenue Shared Use Path: Drake Road to Copper Beach Blvd Design Coordination</b>	\$25,000	\$25,000 100%	General Fund	Coordination with MDOT's US 131 bridge replacement and Oshtemo's planned non-motorized path under the bridge, from Copper Beech Boulevard to Drake Road. Acquisition of required easements shall also be pursued during this phase.

Project Year:		2020 continued		
Project Name	Project Costs	Twp Share	Funding Source	Description
<b>11th Street Shoulders: Parkview Avenue to N Avenue Construction</b>	\$140,000	\$140,000 100%	General Fund	Addition of 4-foot shoulders to be added in conjunction with USDA funded sewer project. Roadway reconstruction is proposed to include the addition of 4-foot shoulders as a non-motorized connector between WMU and KVCC.
<b>11th St 6' Sidewalk—East Side: Parkview to N Ave Construction</b>	\$337,000	\$337,000 100%	General Fund	In accordance with (draft) non-motorized plan, sidewalk on the east-side is proposed as a school connector, to be added in conjunction with USDA funded sewer project.
<b>Fruit Belt Line Off-Road Non-Motorized Trail Construction</b>	\$400,000	\$100,000 25%	Park Fund, MNRTF	Construct an 8-foot wide off-road non-motorized trail on the former Fruit Belt Line, now owned by ATT, located south of Stadium Drive that adjoins to Flesher Field. Pursue partnership with Texas Township to extend the trail to 4th Street.
<b>KL Ave Shoulders: Autumn Way Blvd to 8th St Construction</b>	\$147,000	\$147,000 100%	General Fund	The addition of a 4-foot paved shoulder along KL Avenue from 8th Street west to Autumn Way Boulevard (Autumn View Site Condominium) is planned during the sewer extension project for this area.
<b>8th St Shoulders: West Main St to KL Ave Construction</b>	\$162,000	\$162,000 100%	General Fund	The addition of a 4-foot paved shoulder along 8th Street from West Main Street south to KL Avenue is planned during the sewer extension project for this area.

Project Year:		2021		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>9th Street Sidewalks: Erie to Quail Run Drive Construction</b>	\$1,012,000	\$271,200 27%	General Fund, DDA, Grant (MDOT or SRTS)	Construction of a proposed 6-foot sidewalks on 9th Street. DDA to possibly seek funding through a grant program, working towards better pedestrian connections to Prairie Ridge Elementary School. This project is approximately 33% within the DDA.  Possible funding sources include: General Fund: \$267,168 DDA: \$137,632 Grant program: \$607,200
<b>KL Avenue Shared Use Path: Drake Rd to Copper Beach Blvd Construction Drawings and Retaining Wall Development</b>	\$220,000	\$220,000 100%	General Fund	Coordination with MDOT's completion of the US 131 bridge replacements. Budget anticipates Oshtemo's participation in the costs of earth retaining walls required to extend the proposed path through the bridge abutments.

Project Year:		2022		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>KL Avenue Shared Use Path: Drake Rd to Copper Beach Blvd Construction</b>	\$1,200,000	\$336,000 28%	General Fund, MDOT	Construction of a 10-foot wide shared-use, non-motorized facility along the north-side of KL Avenue from Copper Beech Boulevard to Drake Road. The Township anticipates submitting an application for Transportation Alternative Program grant funds.
<b>9th Street Shared Use Path: Quail Run Drive to West Main St Schematic Design</b>	\$42,000	\$42,000 100%	General Fund	Design phase to complete sidewalks on 9th Street to West Main Street from Quail Run Drive, where sidewalks ended during the 2021 construction.

Project Year:		2022 continued		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
Off-Road Non-Motorized Trail Phase 1 Construction	\$300,000	\$100,000 30%	Park Fund, MNRTF	Construct a high priority off-road non-motorized greenway trail as identified in <i>GO!</i> Green Oshtemo Plan.
Chime and Erie Streets Sidewalk: Stadium Dr to 9th St Construction	\$95,000	\$95,000 100%	General Fund	Development of sidewalks on Chime Street moving south from Stadium Drive to intersect with Erie Street. The sidewalk will continue on Erie Street moving east to 9th Street. This project will be completed as part of the sewer expansion efforts in this area.

Project Year:		2023		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
9th Street Shared Use Path: Quail Run Drive to West Main St Construction Drawings	\$130,000	\$130,000 100%	General Fund	Engineering design, easement acquisitions and construction documents for a proposed non-motorized facility to be placed along both sides of 9th Street.
11th Street Shared Use Path: Stadium Drive to KL Avenue Schematic Design	\$23,000	\$23,000 100%	General Fund	Concept planning, preliminary design and administrative preparation of grant application materials for a proposed sidewalk along both sides of 11th Street, to include 1 or 2 high-speed rail crossings.
Off-Road Non-Motorized Trail Phase 2 Construction	\$300,000	\$100,000 30%	Park Fund, MNRTF	Construct a high priority off-road non-motorized greenway trail as identified in <i>GO!</i> Green Oshtemo Plan.

Project Year:		2024		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>9th Street Shared Use Path: Quail Run Drive to West Main St Construction</b>	\$1,383,000	\$414,900 30%	General Fund, Grant (MDOT or SRTS)	Construction of a non-motorized facility along the both sides of 9th Street. It is anticipated that funding through TAP or SRTS can be obtained.
<b>11th Street Shared Use Path: Stadium Drive to KL Avenue Construction Drawings</b>	\$190,000	\$190,000 100%	General Fund	Construction drawings for a proposed sidewalk along both sides of 11th Street, to include 1 or 2 high-speed rail crossings.
<b>KL Ave Shared Use Path: Copper Beach Blvd to 9th St Schematic Design</b>	\$22,000	\$22,000 100%	General Fund	Development of concept plans for the continuation of the shared use path on KL Avenue from Copper Beach Boulevard moving west to 9th Street.

Project Year:		2019 - 2024		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Facilities Maintenance, Repair and Reconstruction</b>	\$120,000 (\$20,000 annually)	\$120,000 100%	General Fund	Ongoing maintenance and repair to public sidewalks and paths in the Township.

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## Sanitary Sewer

Project Year:		2019		
Project Name	Project Costs	Twp Share	Funding Source	Description
<b>Business Technology Re-research (BTR) Park 2.0 Sewer Extension Construction</b>	\$144,000	\$144,000 100%	Sewer Fund	Extension of sewer facilities to serve a 55 acre vacant parcel located at the north-west corner of Drake Road and Parkview. The new infrastructure is for the expansion of the Western Michigan University existing BTR Park located to the south of the subject site.
<b>USDA Loan Phase 1A Skyridge Plat: Sewer and Pump Station Construction</b>	\$2,195,550	\$2,195,550 100%	USDA Loan, Sewer Fund	Extend approximately 1.2 miles of gravity sewer to service outlots fronting Drake Road at Skyridge Church and to serve the surrounding 50 year old residential plats defined by Skyridge, Driftwood, Westview and Mandalay. This project will also include a sanitary sewer pump station (size to be determined).
<b>USDA Phase 1A West Main Street Sewer: 7th Street to 8th Street with 7th Street Pump Station Construction</b>	\$1,657,950	\$1,657,950 100%	USDA Loan, Sewer Fund	Build approximately 0.6 mile of sanitary sewer along the south side of West Main Street, west of 8th Street, to provide sewer service to the Township municipal building and adjacent public and private facilities. Project will include about 2,300 feet of sewer in 7th Street to a new Pump Station and 1,300-feet of force main.
<b>USDA Loan Phase 1B Beech Street Sewer Construction</b>	\$495,600	\$495,600 100%	USDA Loan, Sewer Fund	Install approximately 0.4 mile of gravity sanitary sewer in Beech Street.
<b>USDA Loan Phase 1B Fairlane Plat Sewer Construction</b>	\$1,169,700	\$1,169,700 100%	USDA Loan, Sewer Fund	Approximately 0.9 miles of public sewers to be extended into a 60-year old neighborhood to replace aged and failing private septic systems.
<b>USDA Loan Phase 1B Meridian Avenue and Sunset Road Sewer Construction</b>	\$317,100	\$317,100 100%	USDA Loan, Sewer Fund	Extend approximately 1,300 feet of public sewer to serve the Pioneer Acres (1953) and Glittenberg (1957) plats.

Project Year:		2019 continued		
Project Name	Project Costs	Twp Share	Funding Source	Description
USDA Loan Phase 1B Whitegate Farms Plat Sewer Construction	\$1,147,000	\$1,147,000 100%	USDA Loan, Sewer Fund	Extend approximately 1.0 mile of gravity sanitary sewer to service the 50-year old Whitegate Farms residential area defined by the plat streets of Whitegate Lane, Powderhorn, Lamplighter and Castleton Lane.
USDA Loan Phase 2 Country Club Plat Engineering Design	\$118,200	\$118,200 100%	USDA Loan, Sewer Fund	Engineering design plans to extend a little over 2 miles of sanitary sewer in the Country Club Village neighborhood south of West Main.
USDA Loan Phase 2 Westport and Meadowbrook Plat Engineering Design	\$576,150	\$576,150 100%	USDA Loan, Sewer Fund	Design plans to extend about 9-1/4 miles of sanitary sewer into the Westport and Meadowbrook neighborhoods between 8th and 9th Streets, north of West Main Street.
USDA Loan Phase 2 11th Street: Parkview Ave to N Ave Engineering Design	\$71,850	\$71,850 100%	USDA Loan, Sewer Fund	Design plans to extend approximately 0.8 mile of public sanitary sewer necessary to complete the public sewer system located along South 11th Street, between Parkview and N Avenues. Project will be concurrent with needed road reconstruction and a water transmission main.
USDA Loan Phase 2 Frie and Gibbs Plat Sewer and Pump Station Engineering Design	\$81,000	\$81,000 100%	USDA Loan, Sewer Fund	Design plans to extend about 0.7 mile of sewer into the Frie & Gibbs Plat with a Pump Station and approximately 3,000 feet of force main.
USDA Loan Phase 2 KL Avenue: Autumns Way Boulevard to 8th Street Engineering Design	\$82,200	\$82,200 100%	USDA Loan, Sewer Fund	Design plans to extend major gravity sewer main/interceptor to the approximate limits of gravity flow. This sewer main will receive future sanitary sewer pump station flows that will serve the Almena & West Main commercial area, between 6th and 8th Streets.
USDA Loan Phase 2 8th Street: West Main to KL Avenue Engineering Design	\$35,850	\$35,850 100%	USDA Loan, Sewer Fund	Design plans with environmental impact study to seek packaging of this 4,800-foot sewer extension. Will seek to include a local cost contribution from RCKC to finance road reconstruction.

Project Year:		2020		
Project Name	Project Costs	Twp Share	Funding Source	Description
USDA Loan Phase 2 Country Club Plat Sewer Construction	\$2,358,000	\$2,358,000 100%	USDA Loan, Sewer Fund	Construction of a little over 2 miles of sanitary sewer in the Country Club Village neighborhood south of West Main.
USDA Loan Phase 2 Westport and Meadowbrook Plat Sewer Construction	\$11,494,000	\$11,494,000 100%	USDA Loan, Sewer Fund	Construction of about 9-1/4 miles of sanitary sewer into the Westport and Meadowbrook neighborhoods between 8th and 9th Streets, north of West Main Street.
USDA Loan Phase 2 11th Street: Parkview Ave to N Ave Sewer Construction	\$1,433,400	\$1,433,400 100%	USDA Loan, Sewer Fund	Construction approximately 0.8 mile of public sanitary sewer necessary to complete the public sewer system located along South 11th Street, between Parkview and N Avenues. Project will be concurrent with needed road reconstruction and a water transmission main.
USDA Loan Phase 2 Frie and Gibbs Plat Sewer and Pump Station Construction	\$1,616,000	\$1,616,000 100%	USDA Loan, Sewer Fund	Construction of about 0.7 mile of sewer into the Frie & Gibbs Plat (est 1911) with a Pump Station and approximately 3,000 feet of force main.
USDA Loan Phase 2 KL Avenue: Autumns Way Boulevard to 8th Street Sewer Construction	\$1,639,900	\$1,639,900 100%	USDA Loan, Sewer Fund	Construction of a gravity sewer main/interceptor to the approximate limits of gravity flow. This sewer main will become the route that receives future sanitary sewer pump station flows that will serve the Almena & West Main commercial area and lands north of West Main Street, between 6th and 8th Streets.
USDA Loan Phase 2 8th Street: West Main to KL Avenue Sewer Construction	\$715,200	\$715,200 100%	USDA Loan, Sewer Fund	Construction of about 4,800-feet of public sewer between in 8th Street, between West Main Street and KL Avenue.

<b>Project Year:</b>		<b>2021</b>		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Chime Street Engineering Design</b>	\$14,500	\$14,500 100%	Sewer Fund	Survey and engineering design plans for a proposed 1,020-foot extension of public sanitary sewer to serve remaining properties on Chime Street and the Chime Elementary School Building.
<b>Plainview Street Engineering Design</b>	\$11,950	\$11,900 100%	Sewer Fund	Survey and engineering design plans for a proposed 840-foot extension of public sanitary sewer to serve remaining properties on Plainview Street.

<b>Project Year:</b>		<b>2022</b>		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Chime Street Sewer Construction</b>	\$275,500	\$275,500 100%	Sewer Fund	Construction of about 1,020-feet of public sanitary sewer to serve remaining properties on Chime Street and the Chime Elementary School Building.
<b>Plainview Street Sewer Construction</b>	\$227,050	\$227,050 100%	Sewer Fund	Construction of about 840-foot extension of public sanitary sewer to serve remaining properties on Plainview Street.
<b>Parkview Avenue: From 670-ft east of Stadium Drive to 12th Street Engineering Design</b>	\$75,000	\$75,000 100%	Sewer Fund	Survey and engineering design plans for a proposed 3/4 mile extension of public sanitary sewer to serve remaining properties on Parkview Avenue.
<b>Vienna Street Engineering Design</b>	\$13,000	\$13,000 100%	Sewer Fund	Survey and engineering design plans for a proposed 675-foot extension of public sanitary sewer to serve remaining properties on Vienna Street.

Project Year:		2023		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
Parkview Avenue: Parkview Avenue: From 670-ft east of Stadium Drive to 12th Street Sewer Construction	\$1,150,000	\$1,150,000 100%	Sewer Fund	Approximately 3/4th of a mile of sanitary sewer extension will provide sewer service to the remaining extent of Parkview Avenue.
Vienna Street Sewer Construction	\$188,000	\$188,000 100%	Sewer Fund	Construction of a proposed 675-foot extension of public sanitary sewer to serve remaining properties on Vienna Street.

Project Year:		2024		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
Promenade Street Engineering Design	\$12,100	\$12,100 100%	Sewer Fund	Survey and engineering design plans for a proposed 840-foot extension of public sanitary sewer to serve remaining properties on Promenade Street.
Country Trial Homesites Plat and Penny Lane Engineering Design	\$49,000	\$49,000 100%	Sewer Fund	Survey and engineering design plans for a proposed 3,550-foot extension of public sanitary sewers into the Country Trail Homesites Plat (Oak Highlands) and Penny Lane.

Project Year:		2019-2024		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
Miscellaneous Infrastructure Repairs and Improvements	\$120,000	\$120,000 100%	Sewer Fund	\$20,000 annually for ongoing maintenance and repair to the public sewer facilities.

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## Water

Project Year:		2019		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Business Technology Research (BTR) Park 2.0 Water Extension</b>	\$146,000	\$146,000 100%	Water Fund	Extension of water facilities to serve a 55 acre vacant parcel located at the northwest corner of Drake Road and Parkview. The new infrastructure is intended to spur development of the property, which is an expansion of the Western Michigan University existing BTR Park located to the south of the subject site.
<b>West Main Street Extension—North Side: 7th to 8th Streets</b>	\$217,000	\$217,000 100%	Water Fund	Approximately 1.3 mile extension of 12-inch public water main to complete the missing sections of water service on the north side of West Main Street, extending west from 7th Street to 8th Street.

Project Year:		2020		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>South 11th Street</b>	\$271,000	\$271,000 100%	Water Fund	This 12-inch "transmission" water main extension is perhaps more for system reliability and capacity as for the expansion of utility service. The extension is to be timed with a proposed public sewer extension and needed roadway reconstruction.
<b>Frie and Gibbs Avenue</b>	\$104,000	\$104,000 100%	Water Fund	Extend approximately 0.75 miles of public water main to complete a water service loop from South 6 <sup>th</sup> Street, via Frie and Gibbs Avenues and 5 <sup>th</sup> Street to Stadium Drive.

Project Year:		2021 - 2023		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
No improvements planned.				

Project Year:		2024		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
West Main Street from 2nd to 4th Street and along Big Rock Road; with Pressure Reduction Station	\$1,855,000	Unknown	Water Fund, KLA Group	Approximately 0.4 mile extension of 12-inch public water main to provide water service on the north side of West Main Street, west of 4th Street. Project will include a Pressure Reduction Station to extend the "super high" pressure district to the north-side of West Main Street.

Project Year:		2019 - 2024		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
Miscellaneous Repairs and Improvements	\$120,000 (\$20,000 annually)	\$120,000 100%	Water Fund	\$20,000 annually for ongoing maintenance and repair to the public water system.

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## Storm Water

Project Year:		2019		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
Elks Plat (Maple Hill Road) - County Drain Establishment with Capital Upgrades to Pump Station	\$12,000	Unknown	General Fund, County Drain Assessment	The Township Board has petitioned the Kalamazoo County Drain Commissioner to establish a county drain district encompassing the parcels and RC roadway that drains to an isolated low area on the Elks Lodge No. 50 parcel. Historic flooding led to a 1987 installation of a mechanically pumped system which the adjacent parcel owner assumed responsibility for utility billings. The establishment of a public drain is expected to yield improved system cost equity and reliability.

Project Year:		2020 - 2024		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
General Storm Water System Investigations and Retrofit Coordination	\$25,000 (\$5,000 annually)	Unknown	General Fund, Private Agreement, Enforcement Cost Recoveries	The ageing of engineered drainage systems, in conjunction with developmental infill and greater impermeable land cover, has caused the Township to assume greater oversight when complaints or deficiencies are noted.

## Park Improvements

The Parks Fund is a separate reserve from the General Fund and revenues are primarily generated through rental of park facilities, transfers from the General Fund, grant resources and donations. As indicated in the following tables, several major projects identified in the CIP are predicated on obtaining grants from a State agency. The ability to proceed with the specified project will depend on the success in obtaining the grant. A map is provided following the tables illustrating the location of various proposed projects.

Project Year:		2019		
Project Name	Project Costs	Twp Share	Funding Source	Description
<b>Drake Farmstead Park Phase 2 Construction</b>	\$170,000	\$58,500 34%	Park Fund, 2017 MNRTF Grant	MNRTF grant funds were awarded in 2018 but construction will not occur until 2019. The project includes construction of a picnic shelter and outdoor classroom, the first phase of trails and interpretive signs, and a gravel parking lot.
<b>Flesher Field Phase 3A</b>	\$8,000	\$6,000 75%	Park Fund, MDNR	Develop a Forest Management Plan for the underutilized 12 acre wooded area of Flesher Field (\$3,000). In house design of a new trail layout, if needed. Consultant design of a park map and trail signs (\$2,000). Construct and install park map and trail signs (\$3,000).
<b>Township Park and Grange Hall Tennis/ Pickleball/Basketball Court Surface Refurbishment and Nets</b>	\$16,000	\$16,000 100%	Park Fund	Color coat, seal and stripe the tennis courts and basketball courts at Township Park and Grange Hall. Replace tennis nets. Stripe four pickleball courts instead of two. Purchase four portable pickleball nets.

Project Year:		2019 continued		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
Township Park Disc Golf Course Signs and Upgrades	\$5,000	\$5,000 100%	Park Fund	Design, construct, and install a sign at each tee in disc golf course (38 total signs, at \$3,000). Repair compacted and eroded areas (\$2,000).
Grange Hall Nature Trail and Drainage Improvements	\$5,000	\$5,000 100%	Park Fund	Inhouse design and construction of a loop nature trail at the Grange Hall.

Project Year:		2020		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
Drake Farmstead Park Phase 3 Construction	\$300,000	\$90,000 30%	Park Fund, MNRTF	Complete the trails and interpretive signs, construct the gazebo and event lawn, improve the existing driveway, and construct new driveway to Croyden Avenue.
Neighborhood Park #1 Drake/KL Area Acquisition and Schematic Plan	\$250,000	\$75,000 30%	Park Fund, MNRTF	Acquire land for future park on the east side of the Township in densely populated, underserved area between Drake Road, US-131, West Main Street, and KL Avenue. Prepare schematic design of park infrastructure.
Grange Hall: Ceiling and Lighting Improvements and new Septic System	\$75,000	\$75,000 100%	Park Fund	Replace the drop ceiling, light fixtures, and fans in the upper level of the Grange Hall. Install added security lighting surrounding the building. Install a new septic system.

Project Year:		2020 continued		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
HVAC Repairs/Upgrades: Grange Hall, Drake Farmstead, and the Community Center	\$15,000	\$15,000 100%	Park Fund	Repair/upgrade HVAC systems at the Grange Hall, Oshtemo Community Center, and Drake Farmstead.

Project Year:		2021		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
Drake Farmstead Park Phase 4	\$15,000	\$15,000 100%	Park Fund	Design and construct Educational Garden and tool storage shed.
Flesher Field Phase 3B	\$250,000	\$250,000 100%	Park Fund	Build a basketball court, expand the parking lot, and enlarge the play area with water, music, or traditional play equipment
Neighborhood Park #1: Drake/KL Area Construction	\$300,000	\$90,000 30%	Park Fund, MNTRF	Construct recreation facilities and infrastructure within the new neighborhood park as outlined in the schematic design plan.
Open Space Acquisition Phase 1	\$300,000	\$90,000 30%	Park Fund, MNTRF	Acquire open space for conservation and/or future non-motorized trail per the GO! Green Oshtemo Plan.

Project Year:		2022		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Drake House Restoration</b>	\$40,000	\$40,000 100%	Park Fund	Complete restoration of the historic house at Drake Farmstead Park and purchase furnishings for rentals and small events.
<b>Township Park Refurbishment</b>	\$70,000	\$49,000 70%	Park Fund, MNRTF	Upgrade and refurbish the asphalt paths, trails, playground, shelters and restroom building. Replace picnic tables as needed.
<b>Open Space Acquisition Phase 2</b>	\$300,000	\$90,000 30%	Park Fund, MNTRF	Acquire open space for conservation and/or future non-motorized trail per the <i>GO!</i> Green Oshtemo Plan.

Project Year:		2023		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Neighborhood Park #2 Land Acquisition and Schematic Plan</b>	\$100,000	\$25,000 25%	Park Fund, MNRTF	Acquire land for a neighborhood park as proposed in the <i>GO!</i> Green Oshtemo Plan and develop a schematic plan for the park infrastructure.
<b>KL Landfill Area Park Master Plan</b>	\$10,000	\$10,000 100%	Park Fund	Develop a master plan for property owned by the Township and Kalamazoo County adjacent to the KL Landfill.

<b>Project Year:</b>		<b>2024</b>		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Flesher Field Refurbishment</b>	\$50,000	\$50,000 100%	Park Fund,	Upgrade and refurbish the playground, paths, gazebo, garden, shelters and restroom building. Replace picnic tables as needed.
<b>Neighborhood Park #2 Construction</b>	\$300,000	\$100,000 30%	Park Fund, MNRTF	Construct recreation facilities and infrastructure within the new neighborhood park as outlined in the schematic design plan.
<b>Oshtemo Community Center Roof Replacement</b>	\$20,000	\$20,000 100%	Park Fund	Replace roof.

<b>Project Year:</b>		<b>2019 - 2024</b>		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Kalamazoo Community Foundation: Oshtemo Township Parks and Recreation Endowment Fund</b>	\$300,000 (\$50,000 annually)	\$300,000 100%	Park Fund	Annual contribution to endowment fund to build long term stability for Township parks.
<b>Drake House Renovations</b>	\$18,000 (\$3,000 annually)	18,000 100%	Park Fund	Provide Township match for Oshtemo Historical Society’s continued renovations to the historic house. Anticipated work items include floor and woodwork refinishing, fireplace and kitchen renovations, etc.

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## Fire Equipment and Facilities

The Fire Department has prepared the following tables describing the capital expenditures proposed for 2019-2024. These funds are dedicated to capital expenses such as maintenance and/or replacement of the department’s vehicle fleet, major fire and personal protection equipment, and facilities.

Project Year:		2019		
Project Name	Project Costs	Twp Share	Funding Source	Description
Replacement Engine/Rescue (Final Payment)	\$159,344	\$159,344 100%	Fire Fund	Final payment on the Rescue Engine purchased in 2018. It is scheduled for delivery in late 2019.
Fire Station #1: Maintenance	\$14,000	\$14,000 100%	Fire Fund	Maintenance includes parking lot repairs (\$10,000) and window frame repairs (\$4,000).
Fire Station #2: Maintenance	\$26,000	\$26,000 100%	Fire Fund	Maintenance includes parking lot repair (\$20,000) and window frame repairs (\$6,000).
Station Alerting System - Phase 1	\$50,000	\$50,000 100%	Fire Fund	Updates to the station alerting system in Fire Stations #1 and #2.
Fire Equipment Replacement	\$51,460	\$51,460 100%	Fire Fund	Replacement of standard equipment that have achieved their life expectancy, such as fire hoses, radio’s, mobile computers, automated external defibrillators, etc.

Project Year:		2019 continued		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Personal Protective Equipment Replacement</b>	\$44,925	\$44,925 100%	Fire Fund	Replacement of standard personal protective equipment that have achieved their life expectancy, such as coats, pants, helmets, boots, etc.
<b>Township Plow Truck: Purchase Assistance</b>	\$7,000	\$7,000 100%	Fire Fund	Assistance with the purchase of a Township maintenance plow truck. Fire Department to pay 10% of the total costs of the truck and plow.

Project Year:		2020		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>2010 PEO Car: Replace</b>	\$55,000	\$55,000 100%	Fire Fund	Unit 504 – 2010 Ford Explorer. Primarily used in the Township’s parking enforcement program (fire lanes and handicap parking). Also provides transport for trainings, meetings, and emergency response.
<b>2008 EMS SUV (x2): Replace</b>	\$110,000	\$110,000 100%	Fire Fund	Because these two SUVs are more agile and less expensive to purchase and operate than a large fire truck, they are used as the primary response vehicle to emergency medical incidents that do not involve an environmental hazard. These units are deployed from Station #1 and #2.
<b>Station Alerting System - Phase 2</b>	\$40,000	\$40,000 100%	Fire Fund	Updates to the station alerting system in Fire Stations #1 and #2.

Project Year:		2020 continued		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Fire Equipment Replacement</b>	\$35,000	\$35,000 100%	Fire Fund	Replacement of standard equipment that have achieved their life expectancy, such as fire hoses, radio's, mobile computers, automated external defibrillators, etc.
<b>Personal Protective Equipment Replacement</b>	\$25,775	\$25,775 100%	Fire Fund	Replacement of standard personal protective equipment that have achieved their life expectancy, such as coats, pants, helmets, boots, etc.
<b>Fire Station #1: Maintenance</b>	\$20,000	\$20,000 100%	Fire Fund	General maintenance and repairs as needed on an annual basis.

Project Year:		2021		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Engine 513 - 1994 Pierce: Replace</b>	\$550,000	\$550,000 100%	Fire Fund	Engine 513 – 1994 Pierce. Engine responds from Station 3 and fills in for other engines when they are out of service for maintenance or repairs. The engine will be 27 years old at the time of replacement.
<b>Engine 511 - 2008 Pierce: Refurbish</b>	\$110,000	\$110,000 100%	Fire Fund	Engine 511 – 2008 Pierce. This engine is first out for all reported structure fires and motor vehicular crashes. It is holding up well and refurbishment may be able to be delayed. Re-furbishment allows for extended life of the vehicle.

Project Year:		2021 continued		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Fire Station #1: New Construction</b>	\$8,000,000	\$8,000,000 100%	Fire Fund	Development of a stand alone police/fire station. Costs reflect Option 1 as recommended by consulting architect.
<b>Fire Equipment Replacement</b>	\$25,000	\$25,000 100%	Fire Fund	Replacement of standard equipment that have achieved their life expectancy, such as fire hoses, radio's, mobile computers, automated external defibrillators, etc.
<b>Personal Protective Equipment Replacement</b>	\$25,325	\$25,325 100%	Fire Fund	Replacement of standard personal protective equipment that have achieved their life expectancy, such as coats, pants, helmets, boots, etc.

Project Year:		2022		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Fire Equipment Replacement</b>	\$25,000	\$25,000 100%	Fire Fund	Replacement of standard equipment that have achieved their life expectancy, such as fire hoses, radio's, mobile computers, automated external defibrillators, etc.
<b>Personal Protective Equipment Replacement</b>	\$42,125	\$42,125 100%	Fire Fund	Replacement of standard personal protective equipment that have achieved their life expectancy, such as coats, pants, helmets, boots, etc.

Project Year:		2023		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Truck 451 - 2011 Smeal Aerial: Refurbish</b>	\$220,000	\$220,000 100%	Fire Fund	The only aerial truck for the department is scheduled to retain a 25 year life span. To meet that goal, significant body and chassis refurbishment is scheduled to be accomplished at the mid-point of the life expectancy.
<b>Command Car 500 - 2015 Tahoe: Replace</b>	\$55,000	\$55,000	Fire Fund	Replace the SUV command / staff vehicle as it has reached the end of its utility.
<b>Fire Equipment Replacement</b>	\$98,500	\$98,500 100%	Fire Fund	Replacement of standard equipment that have achieved their life expectancy, such as fire hoses, radio's, mobile computers, automated external defibrillators, etc. This year also includes replacement of six thermal imaging cameras.
<b>Personal Protective Equipment Replacement</b>	\$26,075	\$26,075 100%	Fire Fund	Replacement of standard personal protective equipment that have achieved their life expectancy, such as coats, pants, helmets, boots, etc.

<b>Project Year:</b>		<b>2024</b>		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Fire Equipment Replacement</b>	\$52,500	\$52,500 100%	Fire Fund	Replacement of standard equipment that have achieved their life expectancy, such as fire hoses, radio's, mobile computers, automated external defibrillators, etc.
<b>Personal Protective Equipment Replacement</b>	\$22,625	\$22,625 100%	Fire Fund	Replacement of standard personal protective equipment that have achieved their life expectancy, such as coats, pants, helmets, boots, etc.

<b>Project Year:</b>		<b>Ongoing</b>		
<u>Project Name</u>	<u>Project Costs</u>	<u>Twp Share</u>	<u>Funding Source</u>	<u>Description</u>
<b>Fire Station #2: Maintenance</b>	\$100,000 (\$20,000 annually)	\$100,000 100%	Fire Fund	General maintenance and repairs needed on an annual basis. Maintenance is for the five future years of the CIP from 2020-2024.
<b>Fire Station #3: Maintenance</b>	\$30,000 (\$5,000 annually)	\$30,000 100%	Fire Fund	General maintenance and repairs needed on an annual basis. Maintenance is for the 2019 budget year and the five future years of the CIP from 2020-2024.

## OSHTEMO TOWNSHIP COMPLETE STREETS POLICY

**Adopted: 11 September 2018**

### I. THE COMPLETE STREETS INTENT

Oshtemo Township, through this Complete Streets Policy and the adopted Master Plan, recognizes that planning the Township transportation system involves more than just moving vehicles efficiently and safely. A transportation system needs to meet the needs of all types of users – motorists, pedestrians (including those with disabilities), bicyclists, transit vehicles and users, freight haulers, emergency responders, and citizens of all ages and abilities. Additionally, the Vision Zero traffic safety project establishes a goal of eliminating traffic deaths and severe injuries by improving the design of the transportation system.

For many years, Oshtemo Township has planned and implemented a multi-modal transportation system to safely and efficiently move both motorists and non-motorists throughout the community. Furthermore, the design of the multi-modal system has also considered the context of the adjacent land uses. Comprehensive planning, design, and construction efforts that consider all users as part of a transportation system will continue as public and private developments and capital improvements are implemented.

### II. BENEFITS OF A COMPLETE STREETS TRANSPORTATION SYSTEM

Continuing to provide and invest in a Complete Streets system is a priority for residents, businesses and Township leaders, and includes many benefits, such as:

- Provides multi-modal transportation connections between homes, schools, parks, public transportation, offices, and retail destinations.
- Enhances safe walking and bicycling options for school-age children, consistent with the national Safe Routes to Schools program
- Encourages economic growth, positively impacting property values.
- Improves pedestrian and cyclist safety by reducing potential crashes between motorized and non- motorized users.
- Encourages walking and bicycling that improves health and fitness.
- Provides driving alternatives positively impacting the environment, conserves fuel, and saves money.

### III. APPLICABILITY OF THE COMPLETE STREETS POLICY

Oshtemo Township will consider every transportation improvement and private development project as an opportunity to evaluate the level of Complete Streets elements within the general project area and connectivity to adjacent areas with the intent to improve safety and accessibility for all users. This Complete Streets Policy will be used with all planning, design, funding, and approval involving any street construction, reconstruction, resurface, major repair or alteration, or right-of-way acquisition project. This policy is also applicable to the installation, replacement, or reconstruction of underground utilities located within a public street right-of-way; however, water and sanitary sewer funds cannot be used as a Complete Streets funding source.

A determination as to whether or not a specific street is a Complete Street, or how many design elements are appropriate will be determined on a case-by-case basis by Township Board.

#### IV. DESIGNING A MULTI-MODAL SYSTEM TO MEET THE NEEDS OF ALL USERS

Oshtemo Township will seek to enhance the safety, access, convenience, and comfort for all users of all ages and abilities through the planning, design, operation, enforcement, and maintenance of the transportation network. The goal is to continue to expand an interconnected network of facilities accommodating each mode of travel consistent with the goals identified in the adopted Master Plan and other related planning documents. Furthermore, this policy recognizes that all streets are not the same: Streets vary by type and intensity of adjacent land uses, number of travel lanes, posted speed limits, traffic volumes, available right-of-way, and other characteristics such as topography, soil types, and proximity of trees. As a result, the necessity for certain non-motorized transportation facilities will need to be carefully evaluated such that the cost of the non-motorized facility is balanced with the demand and availability of right-of-way.

Transportation improvements will include facilities and other amenities that are recognized as contributing to Complete Streets, which may include, but not necessarily limited to, one or more of the following:

1. Sidewalks (new construction, gap construction, repair or replacement, and Americans with Disabilities Act (ADA) improvements).
2. Pedestrian refuge islands or crosswalk improvements.
3. Traffic calming measures, where appropriate.
4. Street and/or sidewalk lighting.
5. Multi-use trails.
6. Accessibility improvements consistent with the ADA.
7. Improved pedestrian access and amenities (e.g. bus shelters) to transit stops and/or installation of bus turnouts.
8. Bicycle accommodations including designated bike lanes, widened travel lanes, and bike storage facilities.
9. Connecting sidewalks along a public street to internal private development sidewalks.
10. Interconnected and/or shared off-street parking lots and other access management techniques to reduce driveways and subsequent points of conflict between vehicles and pedestrians/bicyclists.

#### V. CONTEXT SENSITIVE STREET DESIGN

Historically, streets were designed to meet expected traffic volumes at a selected speed. Streets or intersections were widened to meet vehicular needs provided right-of-way was available. That traditional approach has been changed in response to best practices in street design, which recognize that many factors along a particular street influence the speed of traffic, crashes, and how a street can be in harmony, or in conflict, with its surroundings.

Street width, presence of on-street parking and sidewalks, block length, building setbacks, design speed, pavement markings and signs, street trees, and even boulevard landscaping, and street furniture all contribute to how the street functions. Driver perceptions can affect vehicle speed and care used in driving. These elements can also affect how people view a corridor and their impression of Oshtemo in general. A street designed in tandem with its surroundings can foster an inviting place to live, work and visit.

Oshtemo Township will continue to rely on a wide range of concepts to help ensure the transportation system operates safely and efficiently, but also in context with the immediate area and overall character of the Township.

## VI. IMPROVE NETWORK CONNECTIVITY

Improving the connectivity between the current network of sidewalks, bike lanes, multi-use trails, paths, public transit routes, and roadways is important to ensure the continued success of complete streets concepts in Oshtemo Township. A well-connected network will encourage citizens to fully utilize all available forms of transportation that will provide safe access for all users, promote healthy living, increase the capacity and efficiency of the roadway network, and reduce negative environmental impacts. It is also important that a well-connected network include safe and convenient transitions from one mode of transportation to another, from one jurisdiction to another and from one type of infrastructure improvement to another. This can be accomplished by including ADA-compliant improvements, appropriate signage/pavement markings, refuge islands, sidewalk connections to bus stops, among others.

## VII. NON-MOTORIZED COMPLETE STREET ELEMENTS

The Non-Motorized Facilities section of the Oshtemo Township Master Plan provides specific recommendations concerning the provision of the following non-motorized Complete Street elements:

1. Using the Future Land Use Map from the Master Plan, in areas identified as Rural Residential and Neighborhood Commercial, a widened-shoulder bikeway on major thoroughfares will be built to accommodate bicycle travel.
2. Sidewalks (that are ADA-compliant) will be built on local and major streets as follows:
  - a. Due to high traffic volume spanning the Rural Residential and more developed portions of the Township, non-motorized facilities will be built along portions of M-43 and Stadium Drive consistent with the Oshtemo Township Non-Motorized Facilities Plan.
  - b. Using the Future Land Use Map from the Master Plan, all areas not identified as Rural Residential or Neighborhood Commercial, 6-foot sidewalks or 10-foot shared-use paths are planned on all major thoroughfares, defined as Average Daily Traffic greater than 1,000 vehicles per day.
  - c. Five-foot sidewalks are provided on both sides of all streets within new residential neighborhoods.
  - d. Non-motorized facilities within existing residential neighborhoods, commercial areas, and industrial areas are inconsistent throughout the community. In such areas, the following criteria should be considered for the installation of sidewalks or shared-use paths:
    - i. Existing residential neighborhoods without sidewalks, and for which sidewalks are not planned under the Township Master Plan, may petition for sidewalks to be built within the neighborhood under any Michigan Public Act which would allow for the installation of public sidewalks. The residents of the neighborhood will be responsible for initiating the petition and, if successful, present the petition to the Township Board for approval. Upon Township Board approval, the streets of the neighborhood will be added to the list of streets to receive sidewalks and the sidewalks will be built at Township expense according to the Appendix A prioritization policy. If the residents want the sidewalks sooner then

the residents can petition to establish a special assessment district to pay for the sidewalk;

- ii. The Township, on the motion of the Board, may, at its expense, proceed with sidewalk improvements to fill gaps in the existing sidewalk system as redevelopment and infill development occurs;
- iii. The Board may, concurrent with capital improvement projects, construct the sidewalks, other non-motorized facilities, and other appropriate safety improvements along primary pedestrian routes to schools, parks, or other activity destinations upon motion of the Board at the Township's expense. The Township will host public meetings to obtain resident input before committing to the Complete Street elements with the capital improvement projects.
- iv. Within commercial and industrial areas, non-motorized facilities deemed necessary may be installed upon the motion of the Board in accordance with Michigan law with or without the establishment of a special assessment district.

3. For completeness, off-road shared-use paths will be built per the Non-Motorized Facilities Plan.

## VIII. EXCEPTIONS

Exceptions to this policy may be appropriate when one or more of the following conditions exists:

1. An affected roadway prohibits, by law, specified users (such as an interstate freeways or pedestrian malls), in which case a greater effort shall be made to accommodate those specified users elsewhere.
2. An alternative route, such as a multi-use trail in the immediate vicinity provides an option for non-motorized transportation.
3. A wide shared-shoulder bikeway designed to accommodate both bicycle and pedestrian use is available in the street right-of-way.
4. There is insufficient right-of-way to accommodate a Complete Street element at that time. The Township should attempt to acquire the right-of-way to accommodate the Complete Street element.
5. The activities, such as spot repair or crack seal, are ordinary maintenance activities designed to keep assets in serviceable condition, which meet MDOT's ADA upgrade exceptions.
6. Capital preventive maintenance projects where the roadwork is not substantial enough to recognize costs savings by including the non-motorized element. Examples of preventive maintenance projects include thin overlays (less than 1.5-inch), micro-seals, chip seals, or slurry seals.
7. The type of project does not have a substantial impact on the roadway, such as signal upgrades, addition of turning lanes and utility installations signal interconnect projects, which do not remove existing non-motorized or transit facilities.
8. Safety projects which are funded only for specific safety features identified by crash patterns, due to the funding parameters of the program.
9. The adopted Future Use Plan, or other present and/or anticipated market conditions that can be documented, indicate an absence of existing or future need (e.g. sparse population), for a Complete Street element or elements.
10. An element of this policy will have an adverse impact on existing environmental resources such as wetlands, floodplains, creeks, or historic structures, or the presence of an environmental

resource will add significant cost to an element of this policy.

Exceptions to this policy involving private (re)development projects requiring plan review approval or recommendation to Township Board by the Planning Commission shall only be granted or recommended when the Planning Commission, after recommendation from the Township Planning Staff, determines one or more of the above applicable provisions exist, is consistent with applicable sections of the Zoning Code concerning Planning Commission review/approval authority and is consistent with the goals, objectives and recommendations of the Master Plan.

#### IX. INTERGOVERNMENTAL COOPERATION

Oshtemo Township will cooperate with adjacent communities, the Road Commission of Kalamazoo County, the Kalamazoo Area Transportation Study, Metro Transit, and Kalamazoo County to ensure the principles and practices of complete streets concepts are consistent in appropriate planning documents and implanted along the mutually shared corporate boundaries. Oshtemo Township, together with its adjacent neighbors, Kalamazoo Area Transportation Study and Kalamazoo County, will cooperate to make sure the transportation network as it transitions from one community to the next is seamless in accordance with local and regional road, transit, bicycle, and pedestrian plans and design criteria.

#### X. DESIGN GUIDELINES

Oshtemo Township will consider design guidelines promulgated in the documents listed below or as may be required by the funding source. Sources for design guidelines include, but are not limited to:

1. American Association for State Highway and Transportation Officials: A Policy on Geometric Design of Highways and Streets, 6th Edition, or latest edition.
2. American Association for State Highway and Transportation Officials: Guide for the Planning, Design, Operation of Pedestrian Facilities – July 2004 edition or latest edition.
3. American Association for State Highway and Transportation Officials: Development of Bicycle Facilities – Fourth Edition or latest edition.
4. Institute of Transportation Engineers: Designing Walkable Urban Thoroughfares: A Context Sensitive Approach – 2010 edition or latest edition.
5. National Association of City Transportation Officials: Urban Street Design Guide
6. Federal Highway Administration: Complete Streets Design Guide

In conjunction with the references noted above, the Township will also consider the impact on a street and any proposed improvements will have on surrounding land uses pursuant to Section V.

#### XI. IMPLEMENTATION

Oshtemo Township will take the following actions to implement this Complete Streets policy:

1. The Township will pay for construction, repairs, and reconstruction of all sidewalks and shared use paths in the road right-of-way that are not part of a new development (residential) from general revenue funds.
2. For commercial and industrial areas, the Township will pay for the construction, repairs, and reconstruction of all sidewalks and shared-use paths via general revenue funds or special assessment districts.

3. Repairs to sidewalks are required when there is a vertical discontinuity defect of 2 inches or more, or a dangerous condition in the sidewalk itself of a particular character other than solely a vertical discontinuity.
4. The Public Works Department, with assistance from the Planning Department, will lead the implementation of this policy and coordinate with other departments and outside organizations.
5. The Township will maintain a comprehensive inventory of the pedestrian and bicycling infrastructure within the Township's GIS mapping system. This information can be used by various departments to identify and prioritize projects in accordance with this policy, Master Plan, and other related planning documents.
6. Through the private development project plan review process, installation of Complete Street elements will be incorporated during the construction phase of the private development project when appropriate.
7. Each year, the Township will evaluate applicable transportation-related projects for safety improvements in accordance with this Complete Streets Policy. As part of the Capital Improvement Plan each year, the Public Works Department will evaluate each project for incorporating Complete Streets elements, and provide a recommendation to the Capital Improvement Committee for endorsement and Township Board for approval.
8. Each year, the Oshtemo Maintenance Department will perform an assessment of all sidewalk and shared-use path assets to determine physical condition and areas requiring maintenance or reconstruction. The Maintenance Department will be responsible for addressing identified minor safety issues (i.e., large cracks and elevation changes of 2" or more). The Public Works Department will be responsible for inspecting new sidewalk construction and reconstruction of existing sidewalks.
9. When appropriate, the Township will review existing plans and policies related to transportation planning/improvements to ensure consistency with this Complete Streets policy.
10. The Township will develop educational materials intended to inform elected officials, staff, and interested citizens regarding the content of Complete Streets principles and best practices for implementing this policy.
11. The Township will coordinate transportation improvement projects involving complete street elements with outside agencies to promote the most responsible and efficient use of financial resources for activities within the public right-of-way.
12. The Township will continue to seek public and private sources of funding to implement the elements of this Complete Streets policy. The Township will also continue to coordinate transportation-related projects, including complete streets infrastructure planning and funding, through the Kalamazoo Area Transportation Study through implementation of the Metropolitan Transportation plan and Transportation Improvement Program.
13. The Township will create a prioritization scoring system to determine which roads have the greatest need for sidewalks when funding is available. When created, the prioritization scoring system will be attached to this Complete Streets policy as Appendix A.
14. The Township will create and maintain an ADA transition plan to identify areas in the existing sidewalk network and access routes to government buildings that are not ADA-compliant, and create a plan to correct the deficiencies.
15. With assistance of the Capital Improvements Committee, the Township Board shall annually determine which roads will be restored/reconstructed or which will receive Hot Mix Asphalt (HMA) or gravel overlay. Selection of projects and treatments shall be subject to available Township funds, budgeting, and scheduling. The assessment policy is outlined in Appendix B.

Appendix A: Prioritization Scoring System

Appendix B: Road and Sidewalk Assessment Policy

## Appendix A

### Prioritization Scoring System

Note: Appendix A has not yet been approved by the Township Board. The purpose of this draft version is to inform readers of the intent and likely format for the prioritization policy. The final Appendix A prioritization policy will be completed before January 1, 2019.

Oshtemo Township requires a process for determining the priority for building sidewalks and shared-use paths within the road right-of-way. The Public Works Department reviewed similar scoring systems from cities and townships across the Midwest and selected the factors and weighting criteria that were applicable to Oshtemo Township. The scoring system is below:

Factor	Score Parameters	Weighting Criteria
Traffic Volume	(15 = high, 10 = medium, 5 = low)	x2
Route to school or park (increases probability of children using the road)	(5 = yes, 0 = no)	
Road improvement project planned (cost savings)	(5 = yes, 0 = no)	
Zoning (proxy for population density)	(5 = Commercial and Industrial, 4 = R-4, 3 = R-3, 2 = R-2, 1 = R-1, 0 = RR, Ag)	x2
Environmental Justice Area (proxy for elderly, disabled, and low-income residents who are least likely to own a car)	(5 = yes, 0 = no)	x2

#### Notes:

- Traffic volume in Oshtemo Township falls into three distinct categories. High volume is categorized by average daily traffic greater than 10,000 vehicles and is found on Stadium Drive, Drake Road, West Main Street, and 9<sup>th</sup> Street between West Main and I-94. Medium Traffic is categorized as 1,000-9,999 vehicles per day and is found on roads like North 10<sup>th</sup> Street, West Michigan Ave, 11<sup>th</sup> Street, and Croyden Ave. Low traffic volume streets are categorized as less than 1,000 vehicles per day which represents typical neighborhood streets.
- Traffic volume has a 2x weighting because traffic volume is highly correlated to vehicle crashes, with and without pedestrians/bicyclists.
- Zoning has a 2x weighting because more people living and working in an area increases the number of pedestrians and bicyclists. A higher number of pedestrians/bicyclists increases the probability of an accident occurring with a vehicle.
- R-5 zoning is only used for mobile home communities. For R-5 zoned areas, the sidewalks will only be built on the major road adjacent to the mobile home community. The internal roads within the mobile home community, including the entrance road, are private roads, and the Township is not responsible for building sidewalks on private roads.
- Environmental justice is a term used by the federal government to determine areas of minority and/or low-income populations to ensure these populations receive the same benefits as other

areas, ensure full and fair participation by all affected communities, and to minimize and mitigate disproportionately high and adverse human health and environmental effects in these communities. The environmental justice areas in Oshtemo Township are: (1) everywhere between US-131 and Drake Road, and (2) the area bounded by US-131, KL Ave, 8<sup>th</sup> Street, and West Main Street. Environmental justice has a 2x weighting because these areas represent a higher density of college students and retirees that may not be able to afford vehicles and rely on other means of transportation.

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## Appendix B

### Road, Sidewalk, and Shared Use Path Assessment Policy

#### ADMINISTRATIVE PROCEDURE

With assistance of the Capital Improvements Committee, the Township Board shall annually determine which roads will be restored/reconstructed or which will receive Hot Mix Asphalt (HMA) or gravel overlay. Selection of projects and treatments shall be subject to available Township funds, budgeting and scheduling.

A project funding formula is herein outlined. Specific projects shall be approved by the Township Board. On projects with no petitions, a Township Board resolution is needed. Resolutions or petitions for Assessment Districts shall be forwarded to the Road Commission for Public Hearing.

Township road dollars shall, in general, not be spent on roadway reconstruction if the local street is not served with sanitary sewer and sanitary sewer is available to be extended to service properties along the street. This deferment of other than routine road maintenance is to facilitate the coordination of roadway work with sanitary sewer extensions to utilize Township funds in the most efficient and effective manner. If work is deferred for a local street under this policy, said local street will be planned for sanitary sewer extension within three years.

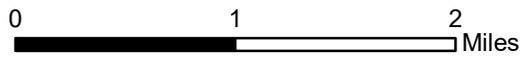
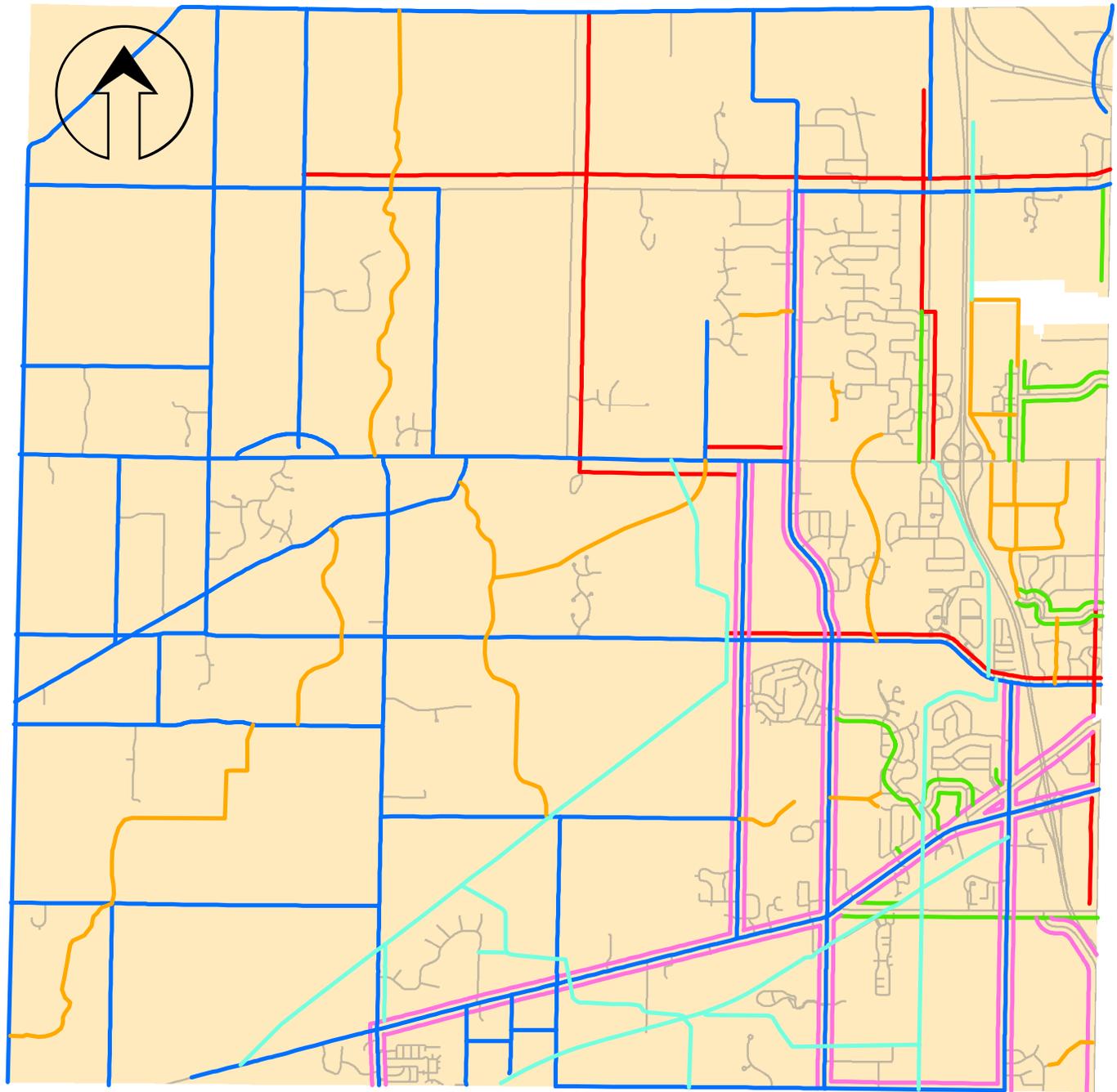
PROJECT	FUNDING FORMULA
1. Local Roads -	
Chip Seal or Seal Coat	Township Funds as supplemented with Road Commission Par Funds
HMA Overlay/Reconstruction	Township Funds as supplemented with Road Commission Par Funds
2. Plat Streets -	
Chip Seal or Seal Coat	Township Funds as supplemented with Road Commission Par Funds
Ultra-Thin HMA Paving	100% of additional cost over Township-proposed project shall be by special assessment. Cul-de-sacs shall be assessed in a manner that approximates an equitable contribution for the "pie" shaped square yardage frontage each assessable parcel (i.e., approximately

	comparable to the roadway width square yardage assessed on a two-sided street).
HMA Overlay/Reconstruction	Township Funds as supplemented with Road Commission Par Funds
3. Dust Control (gravel roads) -	100% Township Funds
4. Failed Condition Local Road -	The Failed Condition Local Road Policy of the Road Commission shall be used.
5. Sidewalks/Shared Use Paths -	<p>The Township shall pay for all residential sidewalk construction, repair, and reconstruction in the road right-of-way from Township Funds. If the residents want the sidewalks sooner then the residents can petition to establish a special assessment district to pay for the sidewalk. All new plats shall be built with sidewalks by the developer.</p> <p>For commercial and industrial areas, the Township will pay for the construction, repair, and reconstruction of all sidewalks in the road right-of-way and shared-use paths via general revenue funds or special assessment districts.</p>
6. Landowner-Initiated or Shared-Use Private Roads -	<p>At its sole discretion, the Oshtemo Township Board shall facilitate creation of a special assessment district for private roadway improvements when shared-use or other unique conditions warrant the proposed improvements as a public interest. Properties in Private Roadway SAD's shall bare 100% of the cost for the improvements, and shall include reimbursement of the administrative costs incurred by the Township.</p> <p>A petitioned Public Roadway SAD project is exempt from Township cost participation as outlined in this policy. Specifically, the Township Board shall separately determine to what extent, if any, the Township shall contribute to the project.</p>

## **ASSESSING POLICY**

1. The Township shall annually determine which roads will be restored/reconstructed or which will receive an HMA or gravel overlay subject to budget limitations.
2. Parcels or outlots not in a plat, but with frontage on a plat street would be assessed using the funding formula, but not to exceed the largest assessment in the district.
3. Parcels located on a "curved comer" will be assessed using the funding formula but not to exceed the largest assessment in the district.
4. Assessments for condominium units will assessed using the funding formula and the amount will be divided equally among the number of units.
5. The Township has the right and responsibility to set an assessment district, when it has been determined a road must be overlaid or reconstructed and funding is needed.
6. If sidewalk/shared us path project costs are less, individual assessments will be accredited accordingly.
7. If any development is required by zoning to provide a sidewalk/shared use path, the development bears the full cost.
8. The Township reserves the right, should the need arise, to revise this policy at any time and may establish assessment districts calling for abutting land owners to share in the construction, restoration/reconstruction, HMA or gravel overlay of any road. Additionally, the Township may consider a petition for road improvements and the establishment of a special assessment as provided by state law.

# Nonmotorized Transportation Network - Draft Map 10-11-2018



— Road Network

**Facility Type**

— Conceptual Non-Motorized Link

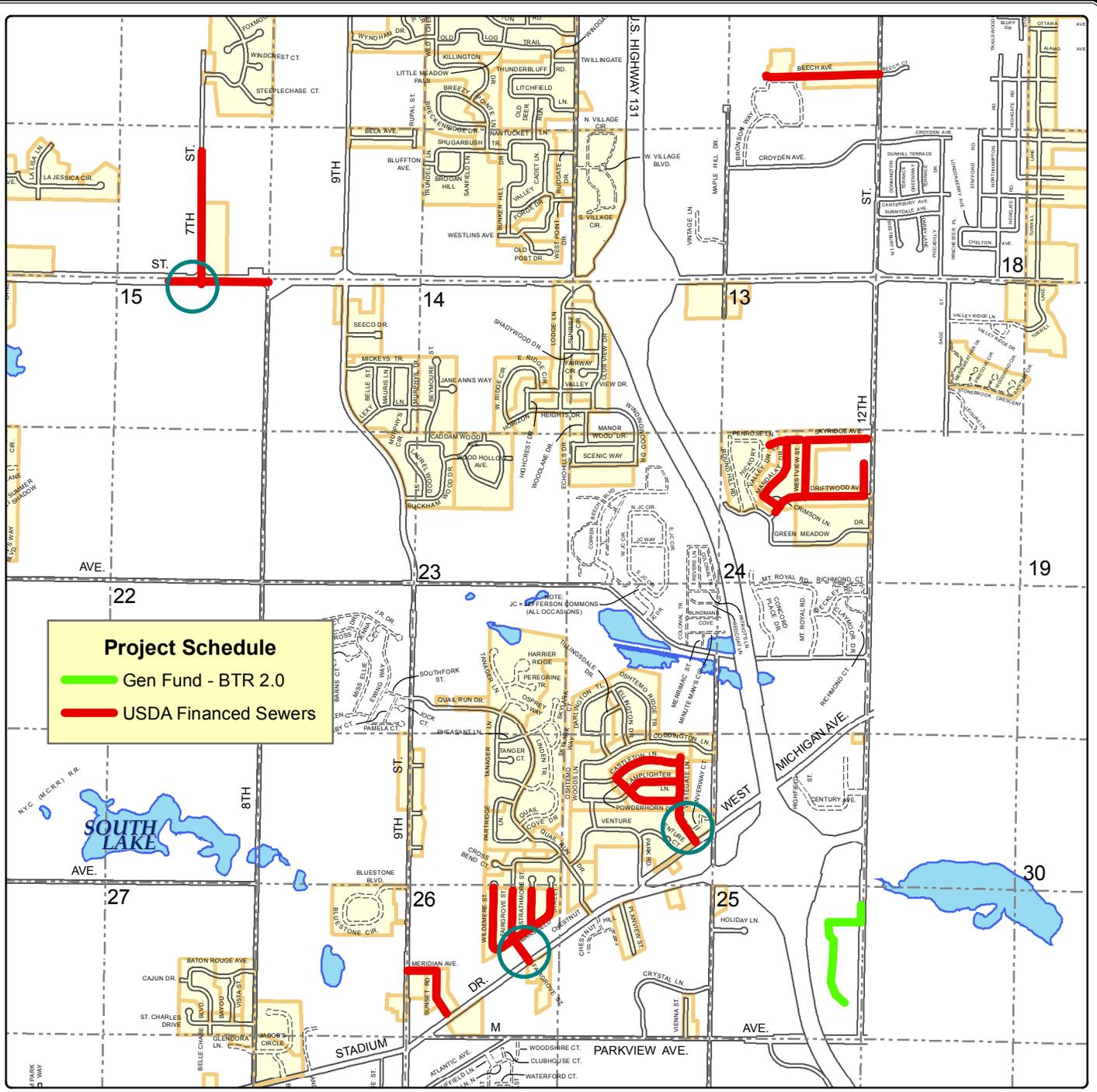
— Connector Trail

— Paved Shoulder/Bike Lane

— Sidewalk

— Six Foot Shared Use Path

— Ten Foot Shared Use Path



**Project Schedule**  
 — Gen Fund - BTR 2.0  
 — USDA Financed Sewers



# Public Sanitary Sewer Extensions

## 2019 Federal Loan Funded Residential Extensions (Final Scope May Vary)



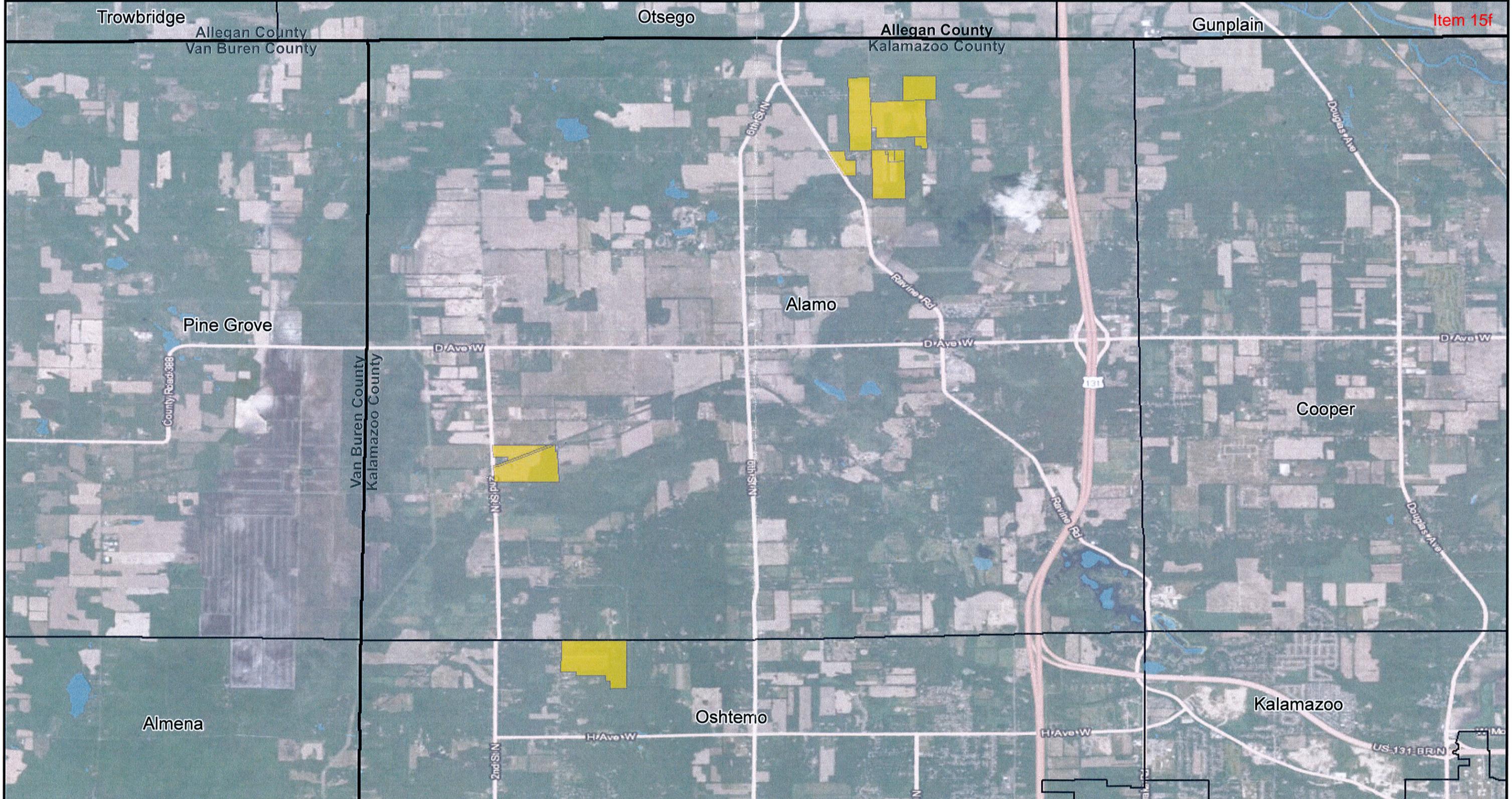
This map is for reference purposes only. While it is intended to be an accurate graphic representation, its accuracy cannot be guaranteed. Any conclusions or information derived from this map are at the users sole risk.

Date: 10/12/2018

0 0.2 0.4  
 Miles

Charter Township of Oshtemo  
 Kalamazoo Co., Michigan





Date: 9/7/2018  
 Project #: 60581761



- Legend**
- Land Application of Menasha Waste Sludge
  - Township/City Boundary
  - County Boundary



**POTENTIAL SOURCE AREAS**

**DRAFT**

**OTSEGO STUDY AREA  
 KALAMAZOO COUNTY, MI**