

CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7192



Date: January 4th, 2021

To: Supervisor Grace Lesperance
Trustee Tom McDonald
Trustee John Shipley

From: Ben Swayze, Township Manager

Subject: Infrastructure Committee Meeting Agenda – January 6th, 2021 (9:00 am)

The Infrastructure Committee is to meet in the Conference Room of the Township Office (also accessible via Zoom) to discuss the following:

1. **Officers of the Committee** – The Committee is responsible for appointing a Chair and Vice-Chair

Recommended Action – Appoint Officers

2. **Pathways Construction Update** – Attached you will find a staff report and documentation on the planned pathway expansion projects for 2021. Community Development Director Peterson, along with project engineers from Fishbeck, will be present to review the projects and project challenges. They will use feedback from the Committee to develop final project documents to be considered by the committee at a future meeting.

Recommended Action – No action, review and staff direction only

3. **FY21-26 Capital Improvement Plan** – The draft FY21-26 Capital Improvement Plan has been completed and the projects are ready to be reviewed by the committee. Manager Swayze will review an abbreviated presentation with the committee, however the full document is attached for review.

Recommended Action – Recommendation to the Planning Commission regarding the FY 21-26 Capital Improvement Plan.

4. **Updated Cascade Township PASER Map** – Attached is the updated Cascade Township PASER map used to classify the condition of all Township local roads. This is an opportunity to review the map and identify areas for the Road Commission to investigate for reconstruction and/or maintenance costs.

Recommended Action – No Action, review and staff direction only

INFRASTRUCTURE COMMITTEE MEMORANDUM

To: Ben Swayze, Township Manager
From: Steve Peterson, Community Development Director
Subject: Pathway Construction updates
Meeting Date: January 6, 2021

The Township Engineer (Mike Berrevoets) and I wanted to give you an update on the two pathways that will be built next year.

1. Burton St pathway from Spaulding to Patterson Ave.
 - a. This project has several challenges that we wanted to highlight.
 - i. Highway crossing
 - ii. Poor soils
 - iii. Tree removal contract
 - iv. Wetlands
 - v. Grading permit
 - b. We will provide a quick walk through of the plans while presenting the issues.
2. Cascade Rd pathway from Macnider Ave to Watermark dr.
 - a. This piece of the pathway was intentionally left until 2021 as we worked on finding solutions to a couple of the easement issues. While we have not found all of the solutions, we wanted to go over the design challenges before final solutions are presented.

Cascade Charter Township

Pathway Phase 2 Millage - Trail #2

Cascade Road SE - Hall Street SE to Watermark Drive SE
Kent County, Michigan

October 25, 2019
Project Number - 181734



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GENERAL

- 1 TITLE SHEET
- 2-8 RECREATION TRAIL SHEETS

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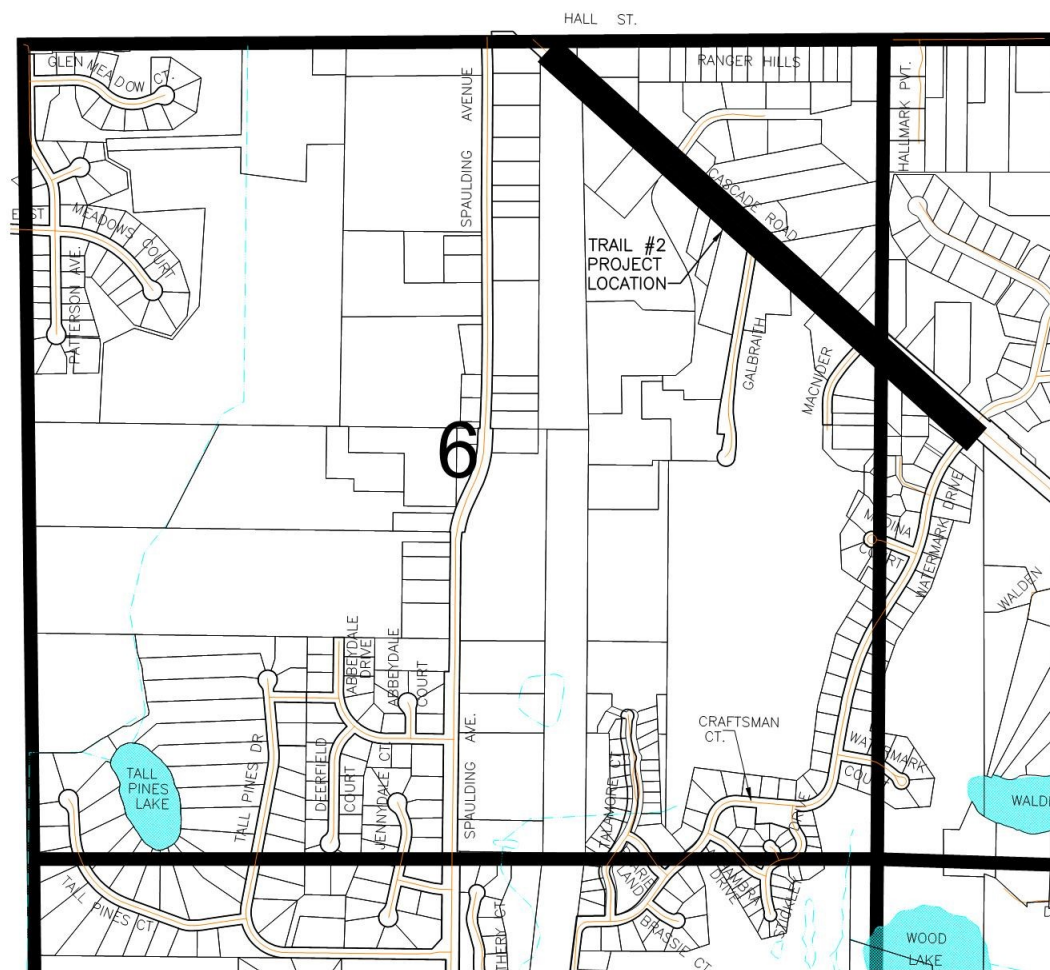
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SEAL



SITE LOCATION MAP
NO SCALE



engineers
scientists
architects
constructors

Cascade Charter Township
Cascade Charter Township, Kent County, Michigan

Pathway 2 Phase 2 Millage

REVISIONS

Drawn By MTD
Designer MTD
Reviewer GPW
Manager MLB

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PROJECT NO.
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Cascade Charter Township, Kent County, Michigan

Pathway 2 Phase 2 Millage

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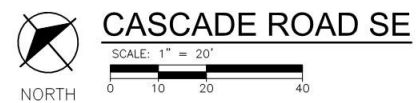
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Pathway 2 Phase 2 Millage

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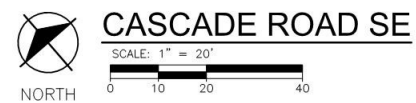
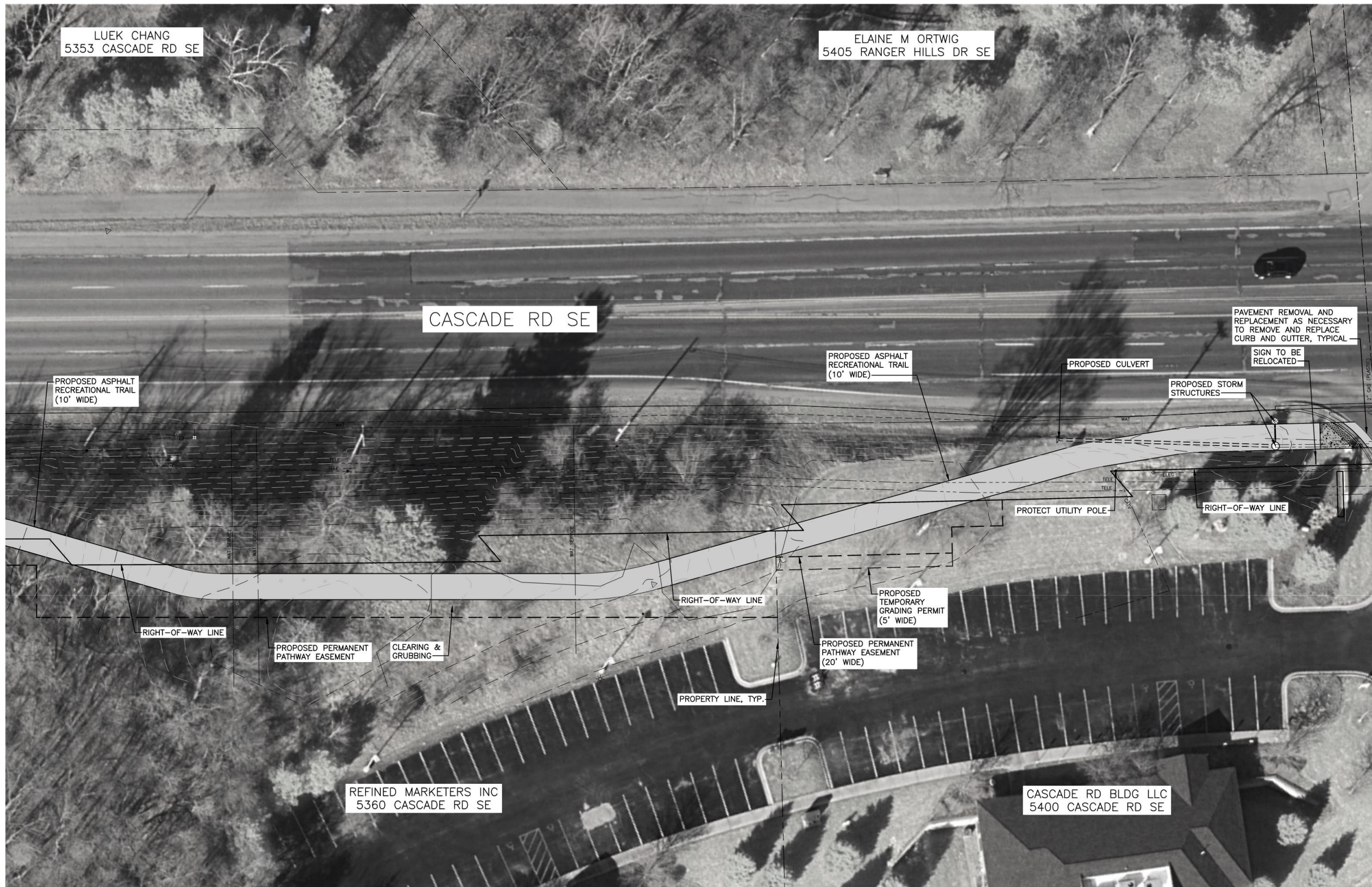
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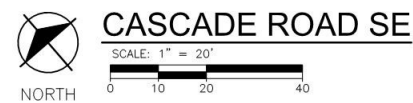
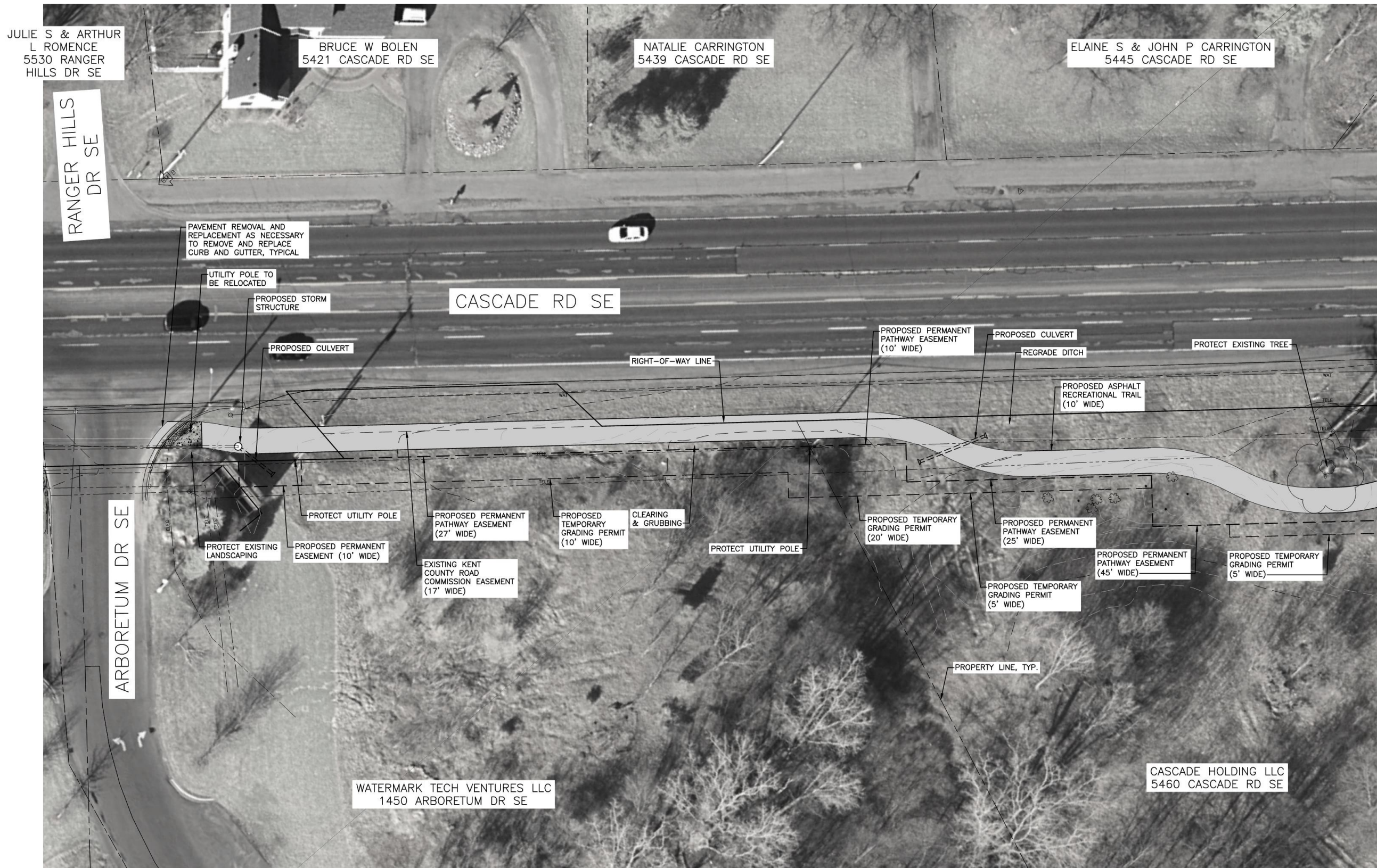
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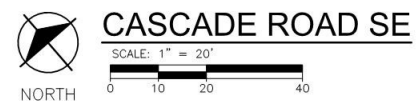
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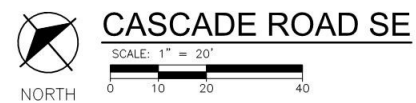
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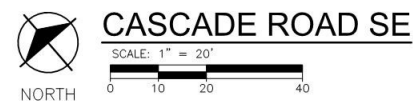
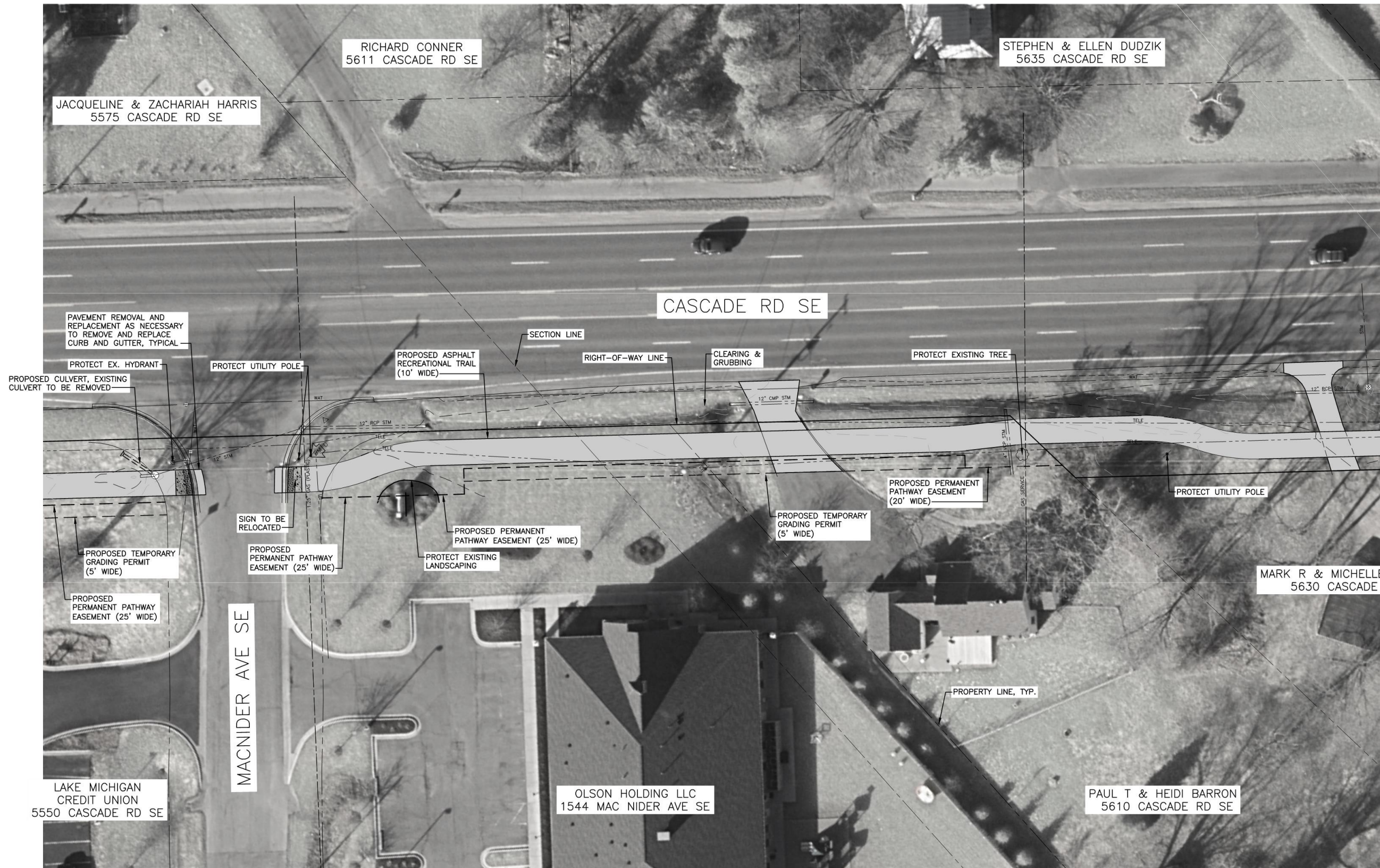
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Cascade Charter Township, Kent County, Michigan

Pathway 2 Phase 2 Millage

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Manager MLB

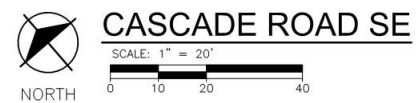
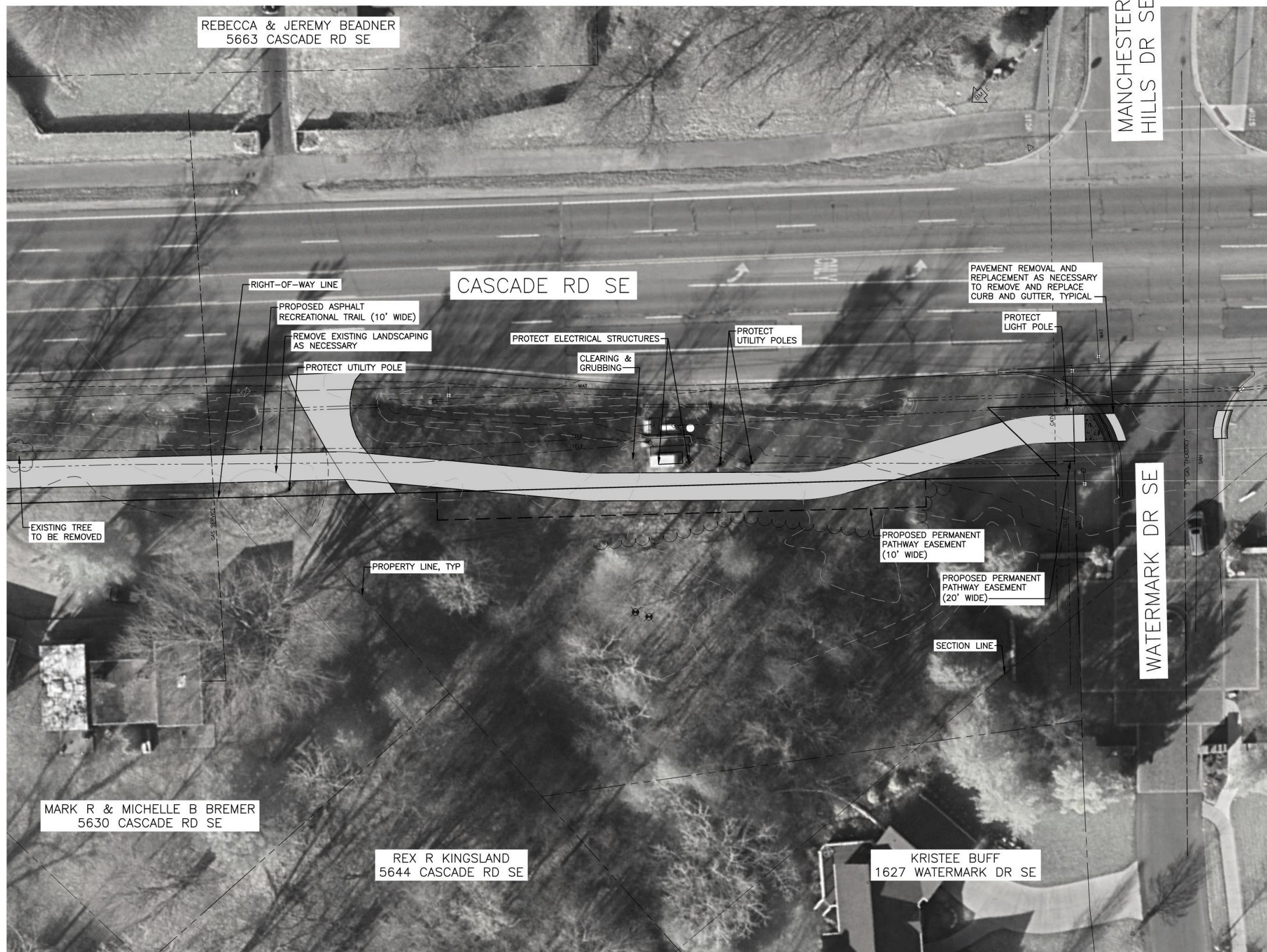
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Cascade Charter Township

Pathways Phase 2 Millage - Trail #4

Burton Street SE - Patterson Avenue SE to Highridge Lane SE
Kent County, Michigan

October 1, 2020
Project Number - 181734

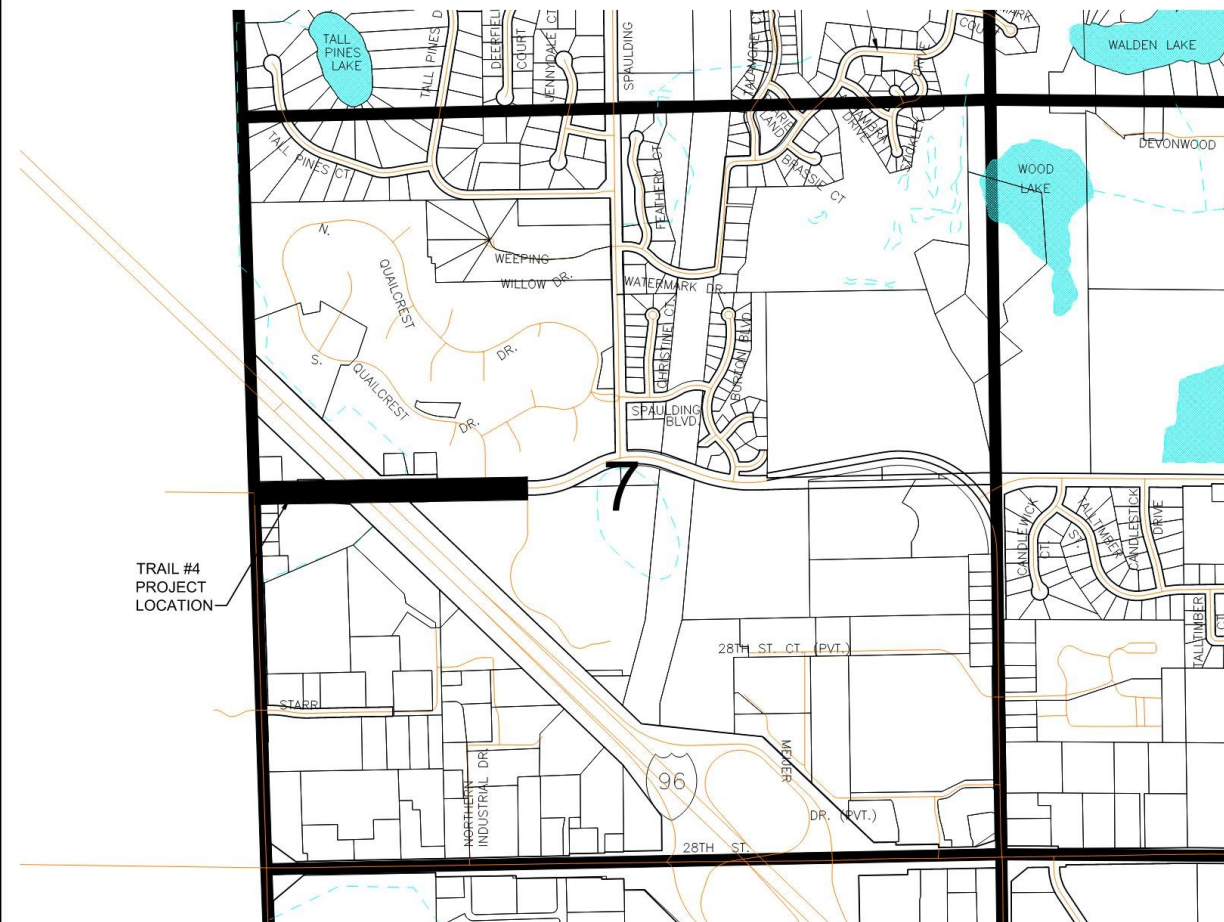


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SITE LOCATION MAP
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Pathways Phase 2 Millage

REVISIONS

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Designer: GPW
Reviewer: MLB
Manager: MLB

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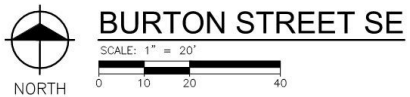
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PATTERSON AVENUE SE

SOLOMON POOVELINGAM R AND MARGARET M TRUST
2428 PATTERSON AVE SE

WILLIAM ZOELLMER
4870 BURTON ST SE



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Cascade Charter Township, Kent County, Michigan
Pathways Phase 2 Millage

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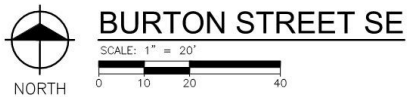
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WILLIAM ZOELLNER
4870 BURTON ST SE



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Cascade Charter Township, Kent County, Michigan
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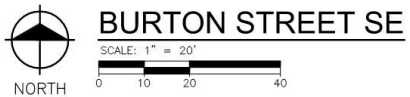
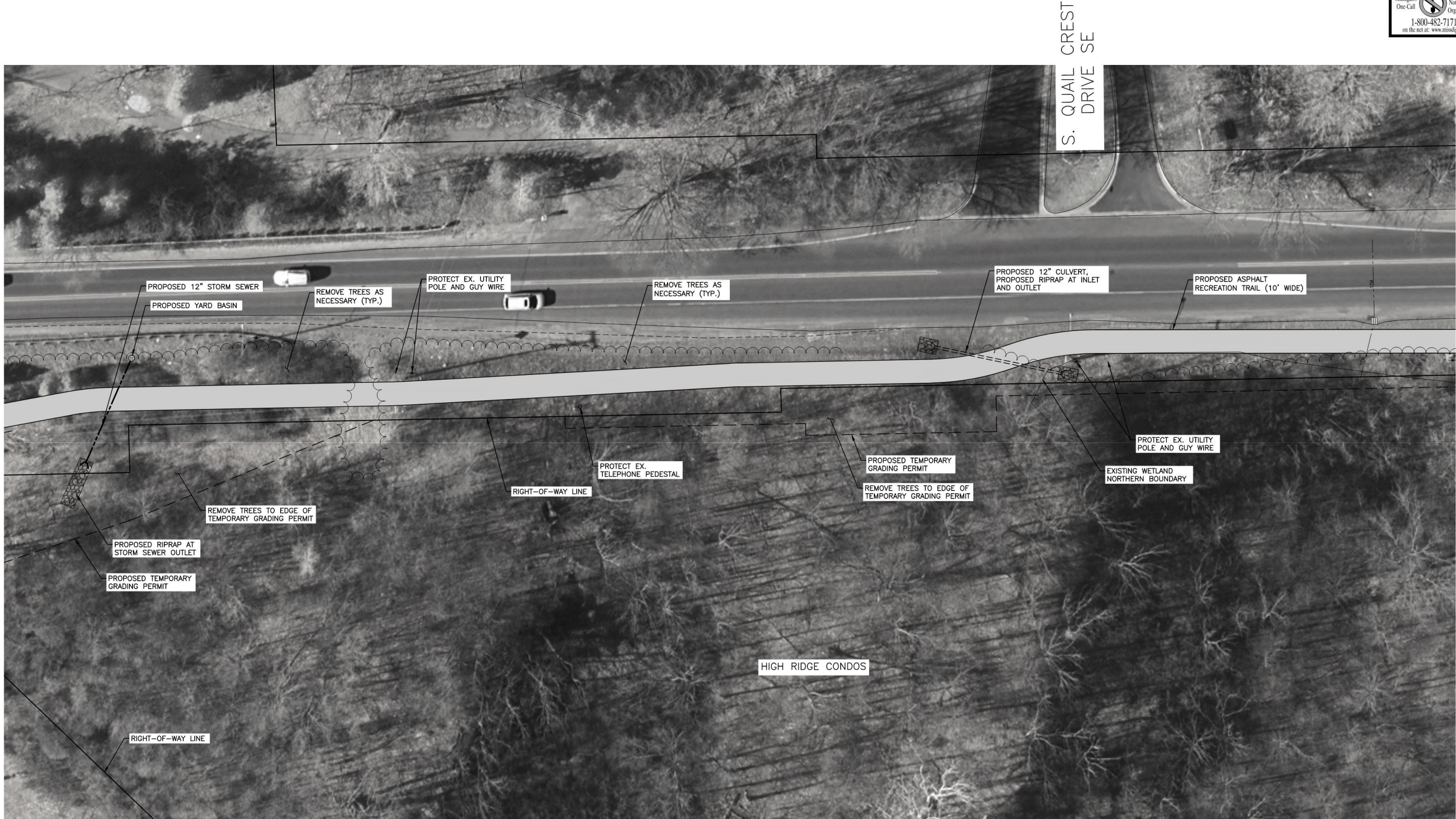
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Manager: MLB

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Cascade Charter Township, Kent County, Michigan
Pathways Phase 2 Millage

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Manager: MLB

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**Cascade Charter Township
Kent County, Michigan**

**2021 – 2026
Capital Improvements Plan**

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Chapter 1 - Executive Summary

Overview

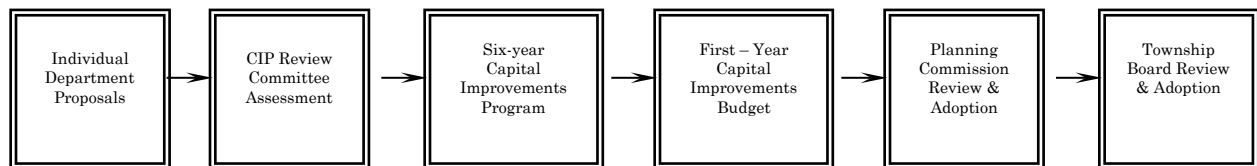
The capital improvements program (CIP) outlines a schedule of public service expenditures over the ensuing six-year period (Fiscal Years 2021-2026). The CIP does not address all of the capital expenditures for the Township, but provides for large, physical improvements which are permanent, including the basic facilities, equipment, services and installations needed for the functioning of the community. These include utilities, municipal facilities and other miscellaneous projects.

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

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

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

The Capital Improvements Program



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

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

Organization

The Capital Improvements Program is divided into three major sections.

- ❖ The first section provides general information about the Township’s programming. It contains:
 - Introduction
 - Program Summary
 - Program Policies
 - Program Funding
- ❖ The 2021 Recommended Capital Improvements Budget provides information on projects for the first fiscal year of the plan. It contains:
 - Project Type
 - Project Name
 - Total Project Cost
 - 2021 Funding Requirements
 - Funding Source
- ❖ The 2021-2026 Capital Improvements Plan lists individual capital projects on separate pages within each section, divided by project types. Each project page contains:
 - A brief description of the project.
 - Proposed scheduling.
 - A narrative assessment and justification.
 - A statement regarding the project’s anticipated impact on operating expenses.
 - Cost and funding source information.
 - Project priority ranking
 - Anticipated year of implementation

Project Prioritization

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

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

The Totals

- ❖ The total capital need over the next six years includes 47 projects, totaling \$27,763,000.

<u>Project Type</u>	<u>Number of Projects</u>	<u>Six – Year Plan FY 2021-2026</u>
GF - Administration	5	\$3,380,000
GF - Building & Grounds	3	\$520,000
GF - Cemeteries	3	\$180,000
GF - Parks	3	\$400,000
GF - Community Dev.	3	\$1,195,000
Fire Fund	10	\$7,403,000
Pathways Fund	5	\$2,871,000
Utility Fund	2	\$1,350,000
DDA Fund	10	\$8,189,000
Building Fund	0	\$0
Library Fund	3	\$2,275,000
TOTALS	47	\$27,763,000

Projects

There are 47 projects totaling \$27,763,000 that are submitted as part of this initial Capital Improvements Program. Here are the 17 first-year projects, totaling \$6,331,000, ranked by their priority.

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - 4 Projects \$1,335,000)		
Local Road Maintenance Program	\$1,200,000	General Fund
Township Phone System Replacement	\$45,000	General; Fire; Building
Hose Replacement	\$10,000	Fire Fund
LED Lighting Conversion – DDA	\$80,000	DDA Fund
Desirable (Total – 13 Projects \$4,996,000)		
Township Hall Generator	\$70,000	General; Building
Rec Park Facility Improvements	\$320,000	General Fund
Toro Groundmaster Replacement	\$20,000	General Fund
30 th Street Cemetery Sign	\$30,000	General Fund, Cemetery Fund
Medic 11 Suburban Replacement	\$60,000	Fire Fund
Chief Vehicle Replacement	\$60,000	Fire Fund
Buttrick Station Outbuilding	\$400,000	Fire Fund
Bobcat #2 Replacement	\$61,000	Pathway Fund; DDA
Burton Street Highway Crossing	\$350,000	System Funding
Synthetic Ice Rink	\$150,000	DDA Fund
Community Gathering Space – Amphitheater	\$1,800,000	DDA Fund
Community Gathering Space – Streetscape	\$375,000	DDA Fund; General
Library Refresh Project	\$1,300,000	Library Fund; KDL
Acceptable (Total – 0 Projects \$0)		
Deferrable (Total – Projects \$0)		

Timing

The proposed expenditures are distributed as follows:

Department Highlights

General Fund –Administration (101)							
	Project Costs						
Project Title:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Local Road Maintenance	1,200,000	400,000	400,000	400,000	400,000	400,000	3,200,000*
Phone System Replacement	45,000						45,000
Township Hall Generator	70,000						70,000
Administrative Copier		25,000					15,000
Township Server(s) Replacement		40,000					25,000
Totals	1,315,000	465,000	400,000	400,000	400,000	400,000	3,380,000

*Project anticipated to be financed over a period of years

General Fund – Buildings & Grounds (101)							
	Project Costs						
Project Title:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Rec. Park Facility Improvements	320,000						320,000
F-250 Crew Cab Replacement (3)		60,000	60,000	60,000			180,000
Toro Groundmaster Replacement	20,000						20,000
Totals	340,000	60,000	60,000	60,000	0	0	520,000

*Project anticipated to be financed over a period of years

Cascade Charter Township Capital Improvements Program 2021-2026

General Fund – Cemetery (101)							
	Project Costs						
Project Title:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
30 th Street Cemetery Sign	30,000						30,000
Whitneyville Cemetery Improvements		75,000					75,000
Snow Cemetery Improvements		75,000					75,000
Totals	30,000	150,000	0	0	0	0	180,000

*Project anticipated to be financed over a period of years

General Fund – Parks (101)							
	Project Costs						
Project Title:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Rec Park Drive & Lot Repaving		320,000					320,000
Tassel Park Fishing Pier			40,000				40,000
McGraw Park Fishing Pier			40,000				40,000
Totals	0	320,000	80,000	0	0	0	400,000

*Project anticipated to be financed over a period of years

General Fund – Community Development (101)							
	Project Costs						
Project Title:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
36 th Street Interchange Streetscape/Signage		275,000					275,000
Entryway Sign & Landscape Program			80,000	80,000	80,000	80,000	320,000
Railroad Right-of-Way Acquisition			300,000		300,000		600,000*
Totals	0	275,000	380,000	80,000	380,000	80,000	1,195,000

*Project anticipated to be financed over a period of years

Cascade Charter Township Capital Improvements Program 2021-2026

Fire Department Fund - 206							
	Project Costs						
Project Title:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Medic 11 Suburban Replacement	60,000						60,000
Chief Vehicle Replacement	60,000						60,000
Hose Replacement	10,000		10,000		10,000		30,000
Buttrick Station Outbuilding	400,000						400,000
Snow Plow/Grass Truck Skid Unit		15,000					15,000
Fire Station #1 Replacement		6,000,000					6,000,000
Buttrick Fire Station HVAC			48,000				48,000
Engine #5 Replacement				575,000			575,000
Tender 4 Vehicle Refurbish					200,000		200,000
Radio Replacement						15,000	15,000
Totals	530,000	6,015,000	58,000	575,000	210,000	15,000	7,403,000

*Project anticipated to be financed over a period of years

Pathway Fund (216)							
	Project Costs						
Project Title:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Pathway Extension – Burton Street	2,000,000						2,000,000
Bobcat #2 Replacement	61,000						61,000
Pathway Extension – Thornapple Elem.				240,000			240,000
Pathway Extension – Pine Ridge Elem. (I)				300,000			300,000
Pathway Extension – Pine Ridge Elem. (II)				270,000			270,000
Totals	2,000,000	61,000	0	810,000	0	0	2,871,000

*Project anticipated to be financed over a period of years

Cascade Charter Township Capital Improvements Program 2021-2026

Utility Revolving Fund (246)							
Project Costs							
Project Title:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Burton St. Highway Crossing - Watermain	350,000						350,000
Water/Sewer Extension – 52 nd Street		1,000,000					1,000,000
Totals	350,000	1,000,000	0	0	0	0	1,350,000

*Project anticipated to be financed over a period of years

Downtown Development Authority Fund (248)							
Project Costs							
Project Title:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Purchase of Riverfront Properties	TBD	TBD	TBD	TBD	TBD	TBD	3,000,000**
Synthetic Ice Rink	150,000						150,000
LED Lighting Conversion - Village	80,000						80,000
Community Gathering Space - Amphitheater	1,800,000						1,800,000
Community Gathering Space - Streetscape	375,000						375,000
Community Gathering Space – Gateway Imp.		264,000					264,000
Bus Stop Installation		30,000	30,000	30,000	30,000	30,000	150,000
Cascade Office Park - Property			400,000				400,000
Lower Village Plan				1,670,000			1,670,000
28 th Street Mid- Block Crossing						300,000	300,000
Totals	2,405,000	294,000	430,000	1,700,000	30,000	330,000	8,189,000

*Project anticipated to be financed over a period of years

** Not all funding to come from DDA

Building Department Fund (249)							
Project Costs							
Project Title:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
<i>Totals</i>	0	0	0	0	0	0	

*Project anticipated to be financed over a period of years

Library Fund (270)							
Project Costs							
Project Title:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Library Refresh Project	1,300,000						1,300,000
Library Reroof Project			400,000				400,000
Trail Loop & Children's/Sound Garden			575,000				575,000
<i>Totals</i>	1,300,000	0	975,000	0	0	0	2,275,000

*Project anticipated to be financed over a period of years

Chapter 2 - Introduction

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

Capital Improvements Projects

Projects generally considered capital improvements are large, expensive and permanent in nature. They often place a continuing financial burden on the Township (planning and design, maintenance, operations, energy requirements, legal responsibilities, etc.). The capital improvements program addresses all of the capital expenditures for the Township that are valued over \$10,000. It represents the large projects in the near future.

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

The Relationship between the Capital Improvements Budget and the Annual Budget

As indicated above, the capital improvements budget includes projects that anticipate funding in the first fiscal year. The annual budget itemizes the money needed for all municipal purposes during the next fiscal year. This includes the day-to-day operational expenses of the Township, such as salaries and supplies. The projects included in the capital improvements budget are directly included in the annual budget, and all funding sources required to pay for the projects are confirmed. Approving a particular project still takes place by appropriating money as individual requests come before Township Board throughout the fiscal year.

The Relationship between the Capital Improvements Program and the Township Planning Process

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

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

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

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

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

Legal Basis for Capital Improvements Programming

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

The Benefits of Capital Improvements Programming

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

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

Focuses attention on community goals, needs, and capabilities.

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

Optimizes use of the taxpayer's dollar.

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

Guides future growth and development

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

Encourages the most efficient government

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

Improves the basis for intergovernmental and regional cooperation.

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

Maintains a sound and stable financial program.

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

Township avoid commitments and debts that would prevent the initiation of other important projects later.

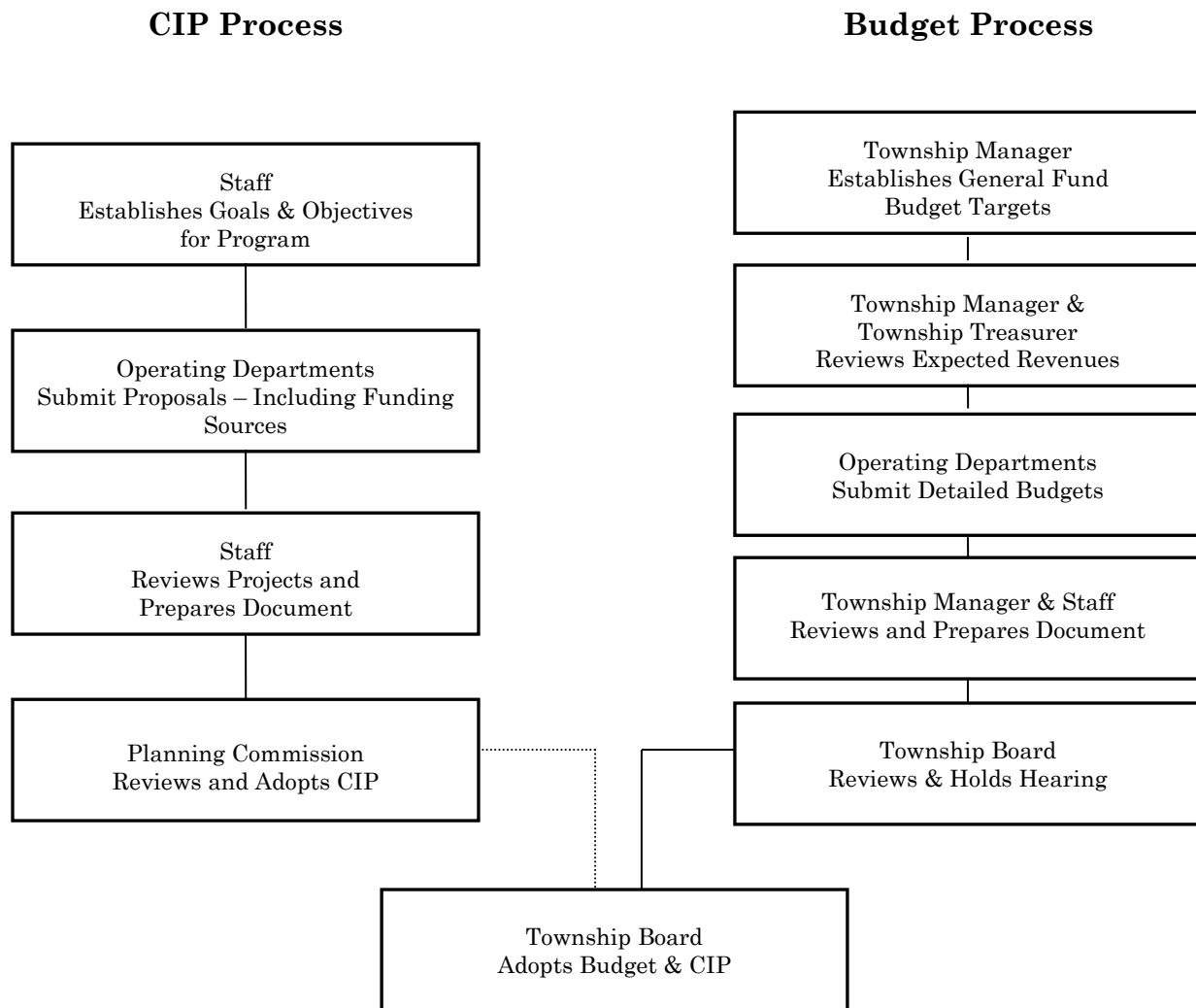
Enhances opportunities for participation in federal or state grant-in-aid programs

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

Chapter 3 - Program Summary

The Capital Improvements Plan Process

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



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

Step 1: Organize the Process

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

Step 2: Develop Criteria

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

Step 3: Develop Project Requests

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

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

Step 4: Present Departmental Projects

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

Step 5: Screen, Evaluate and Prioritize Projects

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

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

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

- Fiscal consequences.
- Health and safety effects.

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

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

Priority A - Essential

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

Priority B - Desirable

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

Priority C - Acceptable

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

Priority D - Deferrable

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

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

Step 6: Select Projects

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

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

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

Step 7: Prepare and Adopt the CIP and CIB

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

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

Chapter 4 - Program Funding

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

General Obligation (G.O.) and Revenue Bonds

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

General Obligation Bonds

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

Revenue Bonds

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

Tax Increment Financing (TIF)

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

the Downtown Development Authority adopted a 30-year TIF plan in 2011. TIF is authorized by Public Act 281 of 1986, the Local Development Finance Authority Act and Public Act 450 of 1980, the Tax Increment Financing Act.

Millages

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

Federal and State Funds

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

Special Assessments

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

Developer Contributions

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

Chapter 5 - 2021 Recommended Capital Improvements Budget

The 2021 recommended Capital Improvements Budget is listed in the table below. There are a total of 17 projects at a cost of \$6,331,000. 4 projects are listed as Essential, 13 as Desirable and 0 as Acceptable or Deferrable. Detail sheets for the individual projects listed can be found in the following section

Table – 2020 Capital Improvement Budget

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - 4 Projects \$1,335,000)		
Local Road Maintenance Program	\$1,200,000	General Fund
Township Phone System Replacement	\$45,000	General; Fire; Building
Hose Replacement	\$10,000	Fire Fund
LED Lighting Conversion – DDA	\$80,000	DDA Fund
Desirable (Total – 13 Projects \$4,996,000)		
Township Hall Generator	\$70,000	General; Building
Rec Park Facility Improvements	\$320,000	General Fund
Toro Groundmaster Replacement	\$20,000	General Fund
30 th Street Cemetery Sign	\$30,000	General Fund, Cemetery Fund
Medic 11 Suburban Replacement	\$60,000	Fire Fund
Chief Vehicle Replacement	\$60,000	Fire Fund
Buttrick Station Outbuilding	\$400,000	Fire Fund
Bobcat #2 Replacement	\$61,000	Pathway Fund; DDA
Burton Street Highway Crossing	\$350,000	System Funding
Synthetic Ice Rink	\$150,000	DDA Fund
Community Gathering Space – Amphitheater	\$1,800,000	DDA Fund
Community Gathering Space – Streetscape	\$375,000	DDA Fund; General
Library Refresh Project	\$1,300,000	Library Fund; KDL
Acceptable (Total – 0 Projects \$0)		
Deferrable (Total – Projects \$0)		

Capital Improvement Projects

What follows is specific details on each project submitted for the Capital Improvement project. Each department begins with a summary sheet that includes a table with the projects listed individually with the cost by year and a second table with the project listed individually under the corresponding priority ranking. After the Department Summary Sheet, each project has a two page project form that contains all of the details of the project that were considered when compiling the Capital Improvements Plan.

FY21 – FY26 CIP – General Fund Administrative

General Fund –Administration (101)							
Project Costs							
Project Title:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Local Road Maintenance	1,200,000	400,000	400,000	400,000	400,000	400,000	3,200,000*
Phone System Replacement	45,000						45,000
Township Hall Generator	70,000						70,000
Administrative Copier		25,000					15,000
Township Server(s) Replacement		40,000					25,000
Totals	1,315,000	465,000	400,000	400,000	400,000	400,000	3,380,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$3,285,000)		
Local Road Maintenance Program	\$3,200,000	General Fund
Township Phone System Replacement	\$45,000	General; Fire; Building
Township Hall Server(s) Replacement	\$40,000	General; Fire; Building
Desirable (Total -Project \$95,000)		
Township Hall Generator	\$70,000	General; Building Funds
Township Hall Copiers	\$25,000	General; Building Funds
Acceptable (Total -Projects \$0)		
Deferrable (Total - 0 Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: 09-01-2021

Department: General Fund - Administrative

1. **Description of Project:**

A. Project Title: Local Road Maintenance Program

B. Location of Project: Various Local Roads

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Cascade Township traditionally participates in local road maintenance by dedicating funds for preventative maintenance and reconstruction. These funds are matched by the KCRC to complete the projects. The Township approves program projects each spring. Additional funding will be needed in coming years to deal with more intensive projects.

3. **Alternatives to Proposed Project?**

None

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	
Professional services	
Other: Contribution to KCRC	\$3,200,000
Total Estimated Cost	\$3,200,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: _____
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds	\$800,000					
Grant Funding						
Special Millage						
Other (_____)						
Totals	\$1,200,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** _____ Essential _____
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** _____ 2021 - 2026 _____

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____ X (Kent County Road Commission) _____
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** _____ Ben Swayze – Township Manager _____

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: 09-01-2021

Department: General Fund - Administrative

1. **Description of Project:**

A. **Project Title:** Phone System Replacement

B. **Location of Project:** Township Hall / Fire Stations

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
	Land		New Purchase
	Building	X	Replace
	Vehicle		Develop / Improve
X	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Township phone system was purchased in 2013. While it was estimated to be a 10-year solution, the company went out of business and no longer services our system. Tech support is no longer offered, and replacement equipment can only be bought second hand

3. **Alternatives to Proposed Project?**

Continue to use existing system and rely on second-hand repair.

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	<i>\$45,000</i>
Professional services	
Other (Specify)	
Total Estimated Cost	\$45,000

Cascade Charter Township 2021-2026 CIP Project Request Form

Date: 09-01-2021

Department: General Fund - Administrative

1. **Description of Project:**

A. Project Title: Township Hall Generator

B. Location of Project: Township Hall

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
	Land	X	New Purchase
	Building		Replace
	Vehicle		Develop / Improve
X	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

We currently do not have an on-demand generator for Township Hall. Having an on-demand generator will lead to less productivity losses during power outages, allowing us to better serve our residents. Township Hall also serves as the IT hub for our organization, so outages at Township Hall effects Fire Department services as well.

3. **Alternatives to Proposed Project?**

Continue to utilize mobile generator.

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	<i>\$70,000</i>
Professional services	
Other (Specify)	
Total Estimated Cost	\$70,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund	\$48,300					
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (Building Fd)	\$21,700					
Totals	\$70,000					

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: X
- C. Other (specify): _____

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: 09-01-2020

Department: General Fund - Administrative

1. **Description of Project:**

A. **Project Title:** Township Hall Copiers

B. **Location of Project:** Township Hall – Work Room

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
	Land		New Purchase
	Building	X	Replace
	Vehicle		Develop / Improve
X	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Township Hall copier serves as the main source of document reproduction for the Township organization. It is scheduled to be replaced every four years to ensure the highest possible efficiency and reduction in maintenance costs. Current copier is 4 years old.

3. **Alternatives to Proposed Project?**

Continue to operate with current machines and incur escalating maintenance costs and downtime.

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$25,000
Professional services	
Other (Specify)	
Total Estimated Cost	\$25,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	\$500
No income:	
Other revenue (specify):	
Total Revenue:	\$500

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund		\$25,000				
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals		\$25,000				

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2022

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: X
- C. Other (specify): _____

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

Cascade Charter Township 2021-2026 CIP Project Request Form

Date: 09-01-2021

Department: General Fund - Administrative

1. **Description of Project:**

A. Project Title: Township Hall Server Replacement

B. Location of Project: Township Hall – IT Room

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
	Land		New Purchase
	Building	X	Replace
	Vehicle		Develop / Improve
X	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

There are two Township Servers scheduled for replacement – the Exchange Server and the Application Server. The Exchange server hosts our user and email system while the Application server hosts all of our programs and files. Both of these servers are replaced every 4 years to minimize downtime and maintenance costs and keep up with technology.

3. **Alternatives to Proposed Project?**

Continue to operate with current machines and incur escalating maintenance costs and downtime and risk compatibility issues with updated PC machines on the network.

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$25,000
Professional services	
Other (Specify)	
Total Estimated Cost	\$25,000

FY21 – FY26 CIP – General Fund Building & Grounds

General Fund – Buildings & Grounds (101)							
Project Costs							
Project Title:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Rec. Park Facility Improvements	320,000						320,000
F-250 Crew Cab Replacement (3)		60,000	60,000	60,000			180,000
Toro Groundmaster Replacement	20,000						20,000
Totals	340,000	60,000	60,000	60,000	0	0	520,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - 0 Projects \$0)		
Desirable (Total - 3 Projects \$520,000)		
Rec. Park Facility Improvements	\$320,000	General Fund
F-250 Crew Cab Replacement (3)	\$180,000	General Fund
Toro Groundmaster Replacement	\$20,000	General Fund
Acceptable (Total -0 Projects \$0)		
Deferrable (Total - 0 Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: 09-01-2020

Department: Buildings & Grounds

1. **Description of Project:**

A. **Project Title:** Rec Park Facility Improvements

B. **Location of Project:** Cascade Recreation Park

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
	Land		New Purchase
X	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Buildings and Grounds Department currently operates out of several facilities, including the facility located at the Recreation Park. This facility, which is currently used for park maintenance activities and storage, is in need of general maintenance (roof, siding, etc...) and is undersized. An expansion will include space to house the bucket truck and generator

3. **Alternatives to Proposed Project?**

Continue to use current building, additional maintenance costs

Construct an outbuilding to be shared with the fire department either at Station 2 or as part of the new Station 1 project

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$280,000
Equipment & furnishings	
Professional services	\$40,000
Other (specify)	
Total Estimated Cost	\$320,000

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: October 9, 2020

Department: Buildings & Grounds

1. **Description of Project:**

A. **Project Title:** Ford F250 Crew Cab Replacement

B. **Location of Project:** _____

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
	Land		New Purchase
	Building	X	Replace
X	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short-term benefits, other planning documents project may be included in, etc.)

The basic Buildings and Grounds vehicle is an F250 Crew Cab, of which we have 3. These are placed on a 10-year replacement plan. One replacement scheduled each for 2022, 2023 and 2024

3. **Alternatives to Proposed Project?**

Keep existing and incur additional maintenance costs

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$60,000 (x3)
Professional services	
Other (specify)	
Total Estimated Cost	<i>\$180,000</i>

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	\$2,000 (x3)
No income:	
Other revenue (specify):	
Total Revenue:	\$6,000

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund		\$60,00	\$60,000	\$60,000		
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals		\$60,000	\$60,000	\$60,000		

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2022, 2023, 2024

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: X – (Through State Purchasing)
- C. Other (specify): _____

11. **Request Sheet Completed By:** S Peterson – Community Development Director

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: October 9, 2019

Department: Buildings & Grounds

1. Description of Project:

A. Project Title: Toro Groundsmaster Replacement

B. Location of Project: Building & Grounds Facility

C. Project Type: (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
	Land		New Purchase
	Building	X	Replace
	Vehicle		Develop / Improve
X	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short-term benefits, other planning documents project may be included in, etc.)

The Buildings and Grounds crew uses a variety of large-scale mowers to maintain the parks and public areas. Mowers are replaced every 5-8 years based on usage.

3. Alternatives to Proposed Project?

Keep existing and incur additional maintenance costs

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$20,000
Professional services	
Other (specify)	
Total Estimated Cost	<i>\$20,000</i>

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	\$2,000
No income:	
Other revenue (specify):	
Total Revenue:	\$2,000

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000 (same)
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund	\$20,000					
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals	\$20,000					

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: X – (Through State Purchasing)
- C. Other (specify): _____

11. **Request Sheet Completed By:** S Peterson – Community Development Director

FY21 – FY26 CIP – General Fund Cemetery

General Fund – Cemetery (101)							
Project Costs							
Project Title:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
30 th Street Cemetery Sign	30,000						30,000
Whitneyville Cemetery Improvements		75,000					75,000
Snow Cemetery Improvements		75,000					75,000
Totals	30,000	150,000	0	0	0	0	180,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - 0 Projects \$0)		
Desirable (Total - 3 Project \$180,000)		
30 th Street Cemetery Sign	\$30,000	General, Cemetery Fund
Whitneyville Cemetery Expansion	\$75,000	General, Cemetery Fund
Snow Cemetery Expansion	\$75,000	General; Cemetery Fund
Acceptable (Total - Projects \$0)		
Deferrable (Total - 0 Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: 09-01-2020

Department: General Fund - Cemetery

1. Description of Project:

A. Project Title: 30th Street Cemetery Sign

B. Location of Project: 30th Street Cemetery

C. Project Type: (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
X	Land		New Purchase
	Building		Replace
	Vehicle	X	Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Construct formal entry signage for 30th Street Cemetery to complete the 2020 expansion project

3. Alternatives to Proposed Project?

None

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	
Construction	<i>\$30,000</i>
Equipment & furnishings	
Professional services	
Other (Specify)	
Total Estimated Cost	\$30,000

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: 09-01-2020

Department: General Fund - Cemetery

1. **Description of Project:**

A. Project Title: Whitneyville Cemetery Improvements

B. Location of Project: Whitneyville Cemetery

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
X	Land		New Purchase
	Building		Replace
	Vehicle	X	Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Though not as popular as the 30th Street Cemetery, there are several burials a year in Whitneyville and it is well visited by family members of the deceased. Improvements to landscaping, hardscaping and roads will keep the cemetery in top shape for all to enjoy.

3. **Alternatives to Proposed Project?**

Continue general maintenance of the cemetery only

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	<i>\$75,000</i>
Equipment & furnishings	
Professional services	
Other (Specify)	
Total Estimated Cost	\$75,000

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: 09-01-2020

Department: General Fund - Cemetery

1. **Description of Project:**

A. Project Title: Snow Cemetery Improvements

B. Location of Project: Snow Cemetery

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
X	Land		New Purchase
	Building		Replace
	Vehicle	X	Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Though not as popular as the 30th Street Cemetery, there are several burials a year in Snow Cemetery and it is well visited by family members of the deceased. Improvements to landscaping, hardscaping and roads will keep the cemetery in top shape for all to enjoy.

3. **Alternatives to Proposed Project?**

Continue general maintenance of the cemetery only

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	<i>\$75,000</i>
Professional services	
Other (Specify)	
Total Estimated Cost	\$75,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$500
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund		\$75,000				
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals		\$75,000				

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2022

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

FY21 – FY26 CIP – General Fund Community Development

General Fund – Community Development (101)							
Project Title:	Project Costs						TOTAL
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	
36 th Street Interchange Streetscape/Signage		275,000					275,000
Entryway Sign & Landscape Program			80,000	80,000	80,000	80,000	320,000
Railroad Right-of-Way Acquisition			300,000		300,000		600,000*
Totals	0	275,000	380,000	80,000	380,000	80,000	1,195,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - 0 Projects \$0)		
Desirable (Total –2 Projects \$595,000)		
36 th Street Interchange Streetscape/Sign	\$275,000	General Fund
Entryway Sign & Landscape Program	\$320,000	General Fund, DDA
Acceptable (Total – 1 Project \$600,000)		
Railroad ROW Acquisition	\$600,000	Grant Funds, Donations, Special Assessment
Deferrable (Total – 0 Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: August 30, 2020

Department: General Fund – Community Development

5. **Description of Project:**

A. **Project Title:** 36th Street Interchange Streetscape/Signage

B. **Location of Project:** 36th Street Interchange

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

36th Street currently serves as a major entryway into our community, but does little to identify Cascade or provide a welcoming atmosphere. This would be part of an ongoing project to implement expanded entryway identification and landscaping at all major entrances to the Township. This project would be quite a bit larger than other projects, and would include major landscaping and hardscaping improvements.

3. **Alternatives to Proposed Project?**

None – leave intersection as is.

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$250,000
Equipment & furnishings	
Professional services	\$25,000
Other (specify)	
Total Estimated Cost	\$275,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	\$0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$2,000
- B. Estimated annual cost of new staff (if any): None
- C. Estimated annual cost of materials & supplies: \$500

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund		\$275,000				
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (Grant Funds)						
Totals		\$275,000				

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2022

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: XX
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Steve Peterson – Community Dev. Dir.

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: August 30, 2020

Department: General Fund – Community Development

5. **Description of Project:**

A. **Project Title:** Cascade Entryway Sign & Landscape Program

B. **Location of Project:** Various Interchanges and Facilities

C. **Project Type:** (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
X	Land		New Purchase
	Building		Replace
	Vehicle	X	Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

An entryway sign program consistent with the DDA design guidelines and other planned entryway signs in the Township. The signs would be at strategic intersections and facilities in the Township. Estimated at one per year.

3. **Alternatives to Proposed Project?**

None

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$320,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	<i>\$320,000</i>

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: August 30, 2020

Department: General Fund - Community Development

1. **Description of Project:**

A. **Project Title:** Railroad Right-of-Way Acquisition

B. **Location of Project:** Patterson Ave to Kraft Ave

C. **Project Type:** (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
X	Land	X	New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Purchase the railroad right of way to protect for future use.

3. **Alternatives to Proposed Project?**

none

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	\$600,000
Construction	
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	<i>\$600,000</i>

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: 5,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment			XX		XX	
GO/Revenue Bonds						
Grant Funding			XX		XX	
Special Millage						
Other (Grant, Donations)			XX		XX	
Totals			\$300,000		\$300,000	

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Acceptable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2023, 2025

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: XX
- C. Other (specify): _____

11. **Request Sheet Completed By:** Steve Peterson – Community Dev. Dir.

FY21 – FY26 CIP – General Fund Parks

General Fund – Parks (101)							
Project Costs							
Project Title:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Rec Park Drive & Lot Repaving		320,000					320,000
Tassel Park Fishing Pier			40,000				40,000
McGraw Park Fishing Pier			40,000				40,000
Totals	0	320,000	80,000	0	0	0	400,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - 0 Projects \$0)		
Desirable (Total - 1 Project \$320,000)		
Repave Rec Park Main Drive & Lot	\$320,000	General Fund
Acceptable (Total - 2 Projects \$80,000)		
Tassel Park Fishing Pier	\$40,000	General Fund
McGraw Park Fishing Pier	\$40,000	General Fund
Deferrable (Total - Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: September 23, 2020

Department: Community Development

1. **Description of Project:**

A. **Project Title:** Rec Park Drive & Lot Repaving

B. **Location of Project:** _____

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
X	Land		New Purchase
	Building	X	Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The main parking lot and drive have not been repaved in well over 20 years.

3. **Alternatives to Proposed Project?**

Patch as needed

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	300,000
Professional services	20,000
Other (specify)	
Total Estimated Cost	320,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: 1,000
- B. Estimated annual cost of new staff (if any): -
- C. Estimated annual cost of materials & supplies: -

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund		\$320,000				
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals		\$320,000				

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2022

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** S Peterson – Community Development Dir.

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: September 1, 2020

Department: General Fund - Parks

1. Description of Project:

A. Project Title: Tassel Park Fishing Pier

B. Location of Project: Tassel Park

C. Project Type: (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

From the 2014 – 2019 Parks and Recreation Plan. Will improve access to the Thornapple River and provide fishing opportunities. Will be a floating dock with pilings.

3. Alternatives to Proposed Project?

None

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	
Construction	\$40,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$40,000

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: September 1, 2020

Department: General Fund - Parks

1. **Description of Project:**

A. **Project Title:** McGraw Park Fishing Pier

B. **Location of Project:** McGraw Park

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

From the 2014 – 2019 Parks and Recreation Plan. Will improve access to the Grand River and provide fishing opportunities. Will be a floating dock.

3. **Alternatives to Proposed Project?**

None

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$40,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$40,000

FY21 – FY26 CIP – Fire Department Fund

Fire Department Fund - 206							
Project Costs							
Project Title:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Medic 11 Suburban Replacement	60,000						60,000
Chief Vehicle Replacement	60,000						60,000
Hose Replacement	10,000		10,000		10,000		30,000
Buttrick Station Outbuilding	400,000						400,000
Snow Plow/Grass Truck Skid Unit		15,000					15,000
Fire Station #1 Replacement		6,000,000					6,000,000
Buttrick Fire Station HVAC			48,000				48,000
Engine #5 Replacement				575,000			575,000
Tender 4 Vehicle Refurbish					200,000		200,000
Radio Replacement						15,000	15,000
Totals	530,000	6,015,000	58,000	575,000	210,000	15,000	7,403,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total – 3 Projects \$6,605,000)		
Hose Replacement	\$30,000	Fire Fund
Fire Station #1 Replacement	\$6,000,000	General; Fire; Bonds
Engine #5 Replacement	\$575,000	Fire Fund
Radio Replacement	\$15,000	Fire Fund
Desirable (Total –Project \$783,000)		
Medic 11 Suburban Replacement	\$60,000	Fire Fund
Chief Vehicle Replacement	\$60,000	Fire Fund
Buttrick Fire Station – Outbuilding	\$400,000	Fire Fund
Snow Plow/Grass Truck Skid Unit	\$15,000	Fire Fund
Buttrick Fire Station HVAC	\$48,000	Fire Fund
Tender 4 Vehicle Refurbish	\$200,000	Fire Fund
Acceptable (Total –Projects \$0)		
Deferrable (Total – Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: October 13, 2020

Department: Fire Department

1. **Description of Project:**

A. **Project Title:** Medic 11 – Suburban Replacement

B. **Location of Project:** Fire Department

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
	Land		New Purchase
	Building	X	Replace
X	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This will a replacement for our medical unit used for responses to medical emergencies. This will cover a new vehicle and emergency equipment. Vehicle is replaced every 10 years, and becomes Inspector Vehicle for 5 years once retired.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	\$60,000.00
Land Acquisition	
Construction	
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$60,000.00

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	\$2,000
No income:	
Other revenue (specify):	
Total Revenue:	\$2,000

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$500
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Fire Fund		\$60,000				
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals		\$60,000				

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: Yes
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Chief – A. Magers

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: October 13, 2020

Department: Fire Department

5. **Description of Project:**

A. **Project Title:** Chief Vehicle

B. **Location of Project:** Fire Department

C. **Project Type:** (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
	Land		New Purchase
	Building	X	Replace
X	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This will be a replacement for the Chief Vehicle and the old one becomes the Inspectors vehicle.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	\$55,000.00
Land Acquisition	
Construction	
Equipment & furnishings	\$5,000.00
Professional services	
Other (specify)	
Total Estimated Cost	\$60,000.00

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	\$2,000
No income:	
Other revenue (specify):	
Total Revenue:	\$2,000

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$500 _____
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Fire Fund	\$60,000					
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals	\$60,000					

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** _____ Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** _____ 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____ Yes
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** _____ Chief – A. Magers

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: October 30, 2020

Department: Fire Department

1. **Description of Project:**

A. **Project Title:** Hose Replacement

B. **Location of Project:** Fire Department

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
	Land		New Purchase
	Building	X	Replace
	Vehicle		Develop / Improve
X	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Exhausted grant options. Department hose is past useful life expectancy. Need to implement long-term replacement plan and manage systematic replacement of one apparatus at a time every two years. 10-year schedule.

3. **Alternatives to Proposed Project?**

*Continue grant requests.
Replace only failed hose every year.*

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$10,000 (x3)
Professional services	
Other (specify)	
Total Estimated Cost	\$30,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: _____
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Fire Fund	\$10,000		\$10,000		\$10,000	
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals	\$10,000		\$10,000		\$10,000	

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** _____ Essential
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** _____ 2021, 2023, 2025

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____ Yes
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** _____ Chief – A. Magers

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: October 1, 2020

Department: Fire Department

1. **Description of Project:**

A. **Project Title:** Buttrick Fire Station - Outbuilding

B. **Location of Project:** Station 2

C. **Project Type:** (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
	Land		New Purchase
X	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Currently the Fire Department is short on vehicle/apparatus/Equipment Storage Space. This means stations are often overcrowded. This unit would be utilized to store off-season equipment and reserve equipment. It would also be used as temporary storage during the Station #1 Construction Project

3. **Alternatives to Proposed Project?**

None

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$350,000
Equipment & furnishings	
Professional services	\$50,000
Other (specify)	
Total Estimated Cost	\$400,000

5. **Estimated Revenue from Project:**

Annual project income:	0
Gain from sale of replace item:	0
No income:	
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

A.	Estimated annual maintenance & repair costs:	\$1,000
B.	Estimated annual cost of new staff (if any):	0
C.	Estimated annual cost of materials & supplies:	0

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Fire Fund	\$400,000					
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals	\$400,000					

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021

10. **Proposed Method of Implementation:** (check appropriate method)

A.	Contract Out:	X
B.	Township Personnel:	
C.	Other (specify):	

11. **Request Sheet Completed By:** Chief A. Magers

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: October 30, 2020

Department: Fire Department

1. Description of Project:

A. Project Title: Grass Truck Skid Unit (Pump)

B. Location of Project: Fire Department

C. Project Type: (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
	Land		New Purchase
	Building	X	Replace
	Vehicle		Develop / Improve
X	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Postpone Replacement of 2016 Grass Vehicle. Replace the existing pump on the back of it. Current pump is from earlier grass units and has exceeded life expectancy. Current grass vehicle is in great shape with low miles. With the addition of the UTV this last year, will only need to replace pump on the back.

3. Alternatives to Proposed Project?

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$15,000
Professional services	
Other (specify)	
Total Estimated Cost	\$15,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: _____
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Fire Fund		\$15,000				
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals		\$15,000				

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** _____ Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** _____ 2022

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: _____ Staff Install
- C. Other (specify): _____

11. **Request Sheet Completed By:** _____ Chief – A. Magers

Cascade Charter Township 2021-2026 CIP Project Request Form

Date: October 1, 2020

Department: Fire Department

1. **Description of Project:**

A. **Project Title:** Fire Station #1 - Replacement

B. **Location of Project:** TBD

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
	Land		New Purchase
X	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Currently the Fire Station #1 is obsolete. It is severely undersized for the current operations, and was identified by the Cascade residents as the top priority in the 2019 Facilities Study. Township expects to finish the FD study in early 2021

3. **Alternatives to Proposed Project?**

Stay in Current Facility

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$4,500,000
Equipment & furnishings	\$1,000,000
Professional services	\$500,000
Other (specify)	
Total Estimated Cost	\$6,000,000

5. **Estimated Revenue from Project:**

Annual project income:	0
Gain from sale of replace item:	0
No income:	
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$50,000 (reduction)
- B. Estimated annual cost of new staff (if any): 0
- C. Estimated annual cost of materials & supplies: 0

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund		**				
Fire Fund		**				
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds		**				
Grant Funding						
Special Millage						
Other ()						
Totals		\$6,000,000				

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2022

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Chief A. Magers

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: October 1, 2020

Department: Fire Department

1. **Description of Project:**

A. **Project Title:** Buttrick Fire Station HVAC

B. **Location of Project:** Station 2

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
	Land		New Purchase
	Building	X	Replace
	Vehicle		Develop / Improve
X	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Both HVAC systems are 23 years old and are at the end of their expected useful life. Currently functioning but are requiring more maintenance every year.

3. **Alternatives to Proposed Project?**

Keep fixing current systems while parts still available.

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$48,000

5. **Estimated Revenue from Project:**

Annual project income:	0
Gain from sale of replace item:	0
No income:	
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

A.	Estimated annual maintenance & repair costs:	Minimal
B.	Estimated annual cost of new staff (if any):	0
C.	Estimated annual cost of materials & supplies:	0

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Fire Fund			\$48,000			
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals			\$48,000			

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2023

10. **Proposed Method of Implementation:** (check appropriate method)

A.	Contract Out:	X
B.	Township Personnel:	
C.	Other (specify):	

11. **Request Sheet Completed By:** Chief A. Magers

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: October 30, 2020

Department: Fire Department

1. **Description of Project:**

A. **Project Title:** Engine 5 Replacement

B. **Location of Project:** Fire Department

C. **Project Type:** (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
	Land		New Purchase
	Building	X	Replace
X	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

NFPA recommends 15 years of front-line service, 5 years reserve.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	\$575,000
Land Acquisition	
Construction	
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$575,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$5,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Fire Fund				\$575,000		
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals				\$575,000		

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2024

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: YES
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Chief – A. Magers

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: October 30, 2020

Department: Fire Department

1. Description of Project:

A. Project Title: Tender 4 Vehicle Refurbish

B. Location of Project: Fire Department

C. Project Type: (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
	Land		New Purchase
	Building		Replace
X	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Specialty Vehicle is exceeding NFPA recommendations on life expectancy. Tender 4 is not used as much as front line fire engines, is in good shape, with low miles/wear and tear. Recommend refurbish and extend life additional 10 years before replacement.

3. Alternatives to Proposed Project?

Replace

4. Estimated Cost of Project:

Vehicle purchase		
Land Acquisition		
Construction		
Equipment & furnishings		
Professional services		
Other (specify)	Refurbish	\$200,000
Total Estimated Cost		

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$5,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Fire Fund					\$200,000	
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals					\$200,000	

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2025

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: Yes
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Chief – A. Magers

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: October 30, 2020

Department: Fire Department

1. Description of Project:

A. Project Title: Radio Replacement

B. Location of Project: Fire Department

C. Project Type: (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
	Land		New Purchase
	Building	X	Replace
	Vehicle		Develop / Improve
X	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Radios will exceed useful life. Recommend 15,000 every other year to manage/spread out costs.

3. Alternatives to Proposed Project?

Replace all at once in approx. 10 years

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$15,000
Professional services	
Other (specify)	
Total Estimated Cost	\$15,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: _____
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Fire Fund						\$15,000
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals						

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** _____ Essential
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** _____ 2026

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____ YES
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** _____ Chief – A. Magers

FY21 – FY26 CIP – Pathway Fund

Pathway Fund (216)							
Project Costs							
Project Title:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Pathway Extension – Burton Street	2,000,000						2,000,000
Bobcat #2 Replacement	61,000						61,000
Pathway Extension – Thornapple Elem.				240,000			240,000
Pathway Extension – Pine Ridge Elem. (I)				300,000			300,000
Pathway Extension – Pine Ridge Elem. (II)				270,000			270,000
Totals	2,000,000	61,000	0	810,000	0	0	2,871,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - 1 Project \$2,000,000)		
Pathway Extension – Burton Street	\$2,200,000	Path Fund, TEA (State)
Desirable (Total – 4 Projects \$871,000)		
Bobcat #2 Replacement	\$61,000	Path Fund; DDA
Pathway Extension – Thornapple Elem	\$240,000	SRTS (State Grant)
Pathway Extension – Pine Ridge Elem. (I)	\$300,000	SRTS (State Grant)
Pathway Extension – Pine Ridge Elem. (II)	\$270,000	SRTS (State Grant)
Acceptable (Total – Projects \$0)		
Deferrable (Total – 0 Projects \$0)		

* Reflects Total Cost of Project

Cascade Charter Township 2021-2026 CIP Project Request Form

Date: 8-14-2015

Department: Pathways

1. **Description of Project:**

A. Project Title: Pathway Extension – Burton Street

B. Location of Project: Burton Road – Spaulding to Patterson

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Approximately 1300 feet of new pathway as well as a pedestrian crossing over I-96.. Would connect Cascade Pathway system to Kentwood system and provide pedestrian route to Grand Rapids. Project should be coordinated with the KCRC and MDOT on bridge and road improvements. Approved as part of the November 2018 millage renewal.

3. **Alternatives to Proposed Project?**

Wait until Bridge Replacement (not currently scheduled) to coordinate pedestrian crossing.

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$2,000,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$2,000,000

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: October 30, 2020

Department: Pathways/DDA

1. **Description of Project:**

A. **Project Title:** Bobcat #2

B. **Location of Project:** _____

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
	Land		New Purchase
	Building	X	Replace
X	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short-term benefits, other planning documents project may be included in, etc.)

Scheduled replacement. Bobcats are replaced every 10 years and are used primarily for plowing. Bobcat #1 is a General Fund replacement

3. **Alternatives to Proposed Project?**

Continue to utilize – excess maintenance costs

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$61,000
Professional services	
Other (specify)	
Total Estimated Cost	\$61,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	\$0 (given to FD)

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: reduction
- B. Estimated annual cost of new staff (if any): -
- C. Estimated annual cost of materials & supplies: -

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Fire Fund						
Pathway Fund	\$30,500					
Open Space Fund						
Infrastructure Fund						
DDA Fund	\$30,500					
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals	\$61,000					

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: (State Purchasing)
- C. Other (specify): _____

11. **Request Sheet Completed By:** S Peterson

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: 8-14-2015

Department: Pathways

1. **Description of Project:**

A. Project Title: Pathway Extension – Thornapple Elementary

B. Location of Project: Bridgewater – T.R.D. to Thornapple Elem.

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Approximately 1600 feet of new pathway. Would connect pathway system to Thornapple Elementary Drive. Project should be coordinated with the KCRC and FHPS, could be eligible for Safe Routes to Schools.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$240,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$240,000

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: 8-14-2015

Department: Pathways

1. **Description of Project:**

- A. **Project Title:** Pathway Extension – Pine Ridge Elementary (I)
- B. **Location of Project:** Leyton/Redford – Cascade Road to Pine Ridge
- C. **Project Type:** (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Approximately 2000 feet of new pathway. Would connect pathway system to Pine Ridge Elementary. Project should be coordinated with the KCRC and FHPS, could be eligible for Safe Routes to Schools.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$300,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$300,000

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: 8-14-2015

Department: Pathways

1. **Description of Project:**

- A. **Project Title:** Pathway Extension – Pine Ridge Elementary (II)
- B. **Location of Project:** Hayward/Leyton/Redford – 30th to Pine Ridge
- C. **Project Type:** (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Approximately 1800 feet of new pathway. Would connect pathway system to Pine Ridge Elementary. Project should be coordinated with the KCRC and FHPS, could be eligible for Safe Routes to Schools.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$270,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$270,000

FY21 – FY26 CIP – Infrastructure Revolving Fund

Utility Revolving Fund (246)							
Project Costs							
Project Title:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Burton St. Highway Crossing - Watermain	350,000						350,000
Water/Sewer Extension – 52 nd Street		1,000,000					1,000,000
Totals	350,000	1,000,000	0	0	0	0	1,350,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$0)		
<hr/>		
Desirable (Total – 1 Project \$350,000)		
Burton St. Highway Crossing – Watermain	\$350,000	Utility System Funded
<hr/>		
Acceptable (Total – 1 Project \$1,000,000)		
Water/Sewer Extension – 52 nd Street	\$1,000,000	Utility Fund, S.A.D.
<hr/>		
Deferrable (Total – 0 Projects \$0)		
<hr/>		

* Reflects Total Cost of Project

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: 8-14-2015

Department: Infrastructure Revolving Fund

1. **Description of Project:**

A. Project Title: Burton Street Highway Crossing – Water Main

B. Location of Project: Burton Street – I-96 Crossing

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
X	Other (specify below)		Other Specify below)

Other : (specify here):

Utility Infrastructure

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Approximately 1700' of 12" water main, bore/jack installation. Connection is needed for system looing and to improve pressure and reliability. Eligible for system funding. Should also be explored in connection with the Burton Street pedestrian bridge.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$350,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$350,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: _____
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: System Funded	\$350,000					
Totals	\$350,000					

* If funding of this project goes beyond 2026 please attach a proposed schedule to this page

8. **Department Ranking for this Project:** _____ Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** _____ 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____ X _____
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** _____ S. Peterson – Community Development Director _____

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: 8-14-2015

Department: Infrastructure Revolving Fund

1. **Description of Project:**

A. Project Title: Water/Sewer Extension – 52nd Street East of Kraft

B. Location of Project: 52nd Street – East of Kraft

C. Project Type: (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
X	Other (specify below)		Other Specify below)

Other : (specify here):

Utility Infrastructure

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The extension of water and sewer utilities along 52nd Street to create more land for potential industrial development. Project intended to stimulate economic development in the area. Project would NOT include necessary pump stations, which could be installed as development dictated.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$1,000,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$1,000,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify): Tap Fees	Variable – but could be substantial
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: _____
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Sewer Fund		XX				
Water Fund		XX				
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment		XX				
Federal Grant						
State Grant						
Special Millage						
Other: <i>Developer</i>		XX				
Totals		\$1,000,000				

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** _____ Acceptable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** _____ 2022

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____ X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Steve Peterson – Community Development Director

FY21 – FY26 CIP – DDA Fund

Downtown Development Authority Fund (248)							
Project Costs							
Project Title:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Purchase of Riverfront Properties	TBD	TBD	TBD	TBD	TBD	TBD	3,000,000**
Synthetic Ice Rink	150,000						150,000
LED Lighting Conversion - Village	80,000						80,000
Community Gathering Space - Amphitheater	1,800,000						1,800,000
Community Gathering Space - Streetscape	375,000						375,000
Community Gathering Space – Gateway Imp.		264,000					264,000
Bus Stop Installation		30,000	30,000	30,000	30,000	30,000	150,000
Cascade Office Park - Property			400,000				400,000
Lower Village Plan				1,670,000			1,670,000
28 th Street Mid-Block Crossing						300,000	300,000
Totals	2,405,000	294,000	430,000	1,700,000	30,000	330,000	8,189,000

*Project anticipated to be financed over a period of years

** Not all funding to come from DDA

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - 2 Projects \$3,080,000)		
Purchase of Riverfront Property	\$3,000,000	DDA Fund; General Fund, Grants
Lighting Conversion	\$80,000	DDA Fund
Desirable (Total – 7 Projects \$4,709,000)		
Synthetic Ice Rink	\$150,000	DDA Fund
Community Gathering Space - Amphitheater	\$1,800,000	DDA Fund
Community Gathering Space - Streetscape	\$375,000	DDA Fund
Community Gathering Space – Gateway Improvements	\$264,000	DDA Fund
Bus Stop Installation	\$150,000	DDA, General, Rapid

FY21 – FY26 CIP – DDA Fund

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Lower Village Plan	\$1,670,000	DDA; Grants
28 th Street Mid-Block Crossing	\$300,000	DDA Fund
Acceptable (Total – 1 Project \$400,000)		
Cascade Office Park – Property Purchase	\$400,000	DDA Fund
Deferrable (Total – Projects \$0)		

* Reflects Total Cost of Project

Cascade Charter Township 2021-2026 CIP Project Request Form

Date: September 8, 2015

Department: Downtown Development Authority/General Fund

1. **Description of Project:**

A. **Project Title:** Purchase of Riverfront Properties

B. **Location of Project:** Cascade Rd/Thornapple River Drive

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land	X	New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

In the DDA plan, Master Plan and Strategic plan, it discusses the acquisition of land and the development of riverfront properties. This ranks very high in the joint DDA/Planning Commission meeting in 2015. 12 out of 14 people ranked this as an "A", Essential priority.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	\$3,000,000
Construction	
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$3,000,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: TBD
- B. Estimated annual cost of new staff (if any): None
- C. Estimated annual cost of materials & supplies: TBD

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund	TBD	TBD	TBD	TBD	TBD	TBD
Sewer Fund						
Water Fund						
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: DDA/Private	TBD	TBD	TBD	TBD	TBD	TBD
Totals	TBD	TBD	TBD	TBD	TBD	TBD

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:**

(Essential, Desirable, Acceptable, Deferrable)

Essential

9. **Recommended Year(s) for Implementation:**

As properties become available

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: _____
- C. Other (specify): X (Township Staff, Varnum, Real Estate Prof.)

11. **Request Sheet Completed By:**

Sandra Korhorn – DDA Director

Cascade Charter Township 2021-2026 CIP Project Request Form

Date: September 26, 2019
Department: Downtown Development Authority

1. **Description of Project:**

- A. **Project Title:** Synthetic Ice Rink
- B. **Location of Project:** Village / Library Area
- C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land	X	New Purchase
	Building		Replace
	Vehicle		Develop / Improve
X	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

When putting together the Outdoor Gathering space plan, the Master Plan and facilities plan, residents stated they have a desire for more active recreational areas in the Township. This is a common theme that staff has heard throughout the years

Since the rink would be portable, there is a possibility that during the summer months the rink location could be converted to a skate park. The cost for this request however is strictly for the ice rink.

3. **Alternatives to Proposed Project?**

None – already approved

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	<i>\$150,000</i>
Professional services	
Other (specify)	
Total Estimated Cost	<i>\$150,000</i>

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000
- B. Estimated annual cost of new staff (if any): None
- C. Estimated annual cost of materials & supplies: None

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: DDA/Private	\$150,000					
Totals	\$150,000					

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Sandra Korhorn – DDA Director

Cascade Charter Township 2021-2026 CIP Project Request Form

Date: September 26, 2019
Department: Downtown Development Authority

1. **Description of Project:**

A. **Project Title:** Lighting Conversion

B. **Location of Project:** Village & 28th Street

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building	X	Replace
	Vehicle		Develop / Improve
X	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Lumac lights in the Village are approximately 20 years old and the lights along 28th St. are approximately 10-20 years old. These fixtures continue to fail and are expensive to repair. The ballasts are at the bottom of the pole and the bulbs and ballasts continually need replacing. Converting these fixtures to LED will save on maintenance and electric bills.

This project has already been approved by the Township Board and is under contract for 2021

3. **Alternatives to Proposed Project?**

None – already approved

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	<i>\$80,000</i>
Professional services	
Other (specify)	
Total Estimated Cost	<i>\$80,000</i>

5. **Estimated Revenue from Project:**

Annual project income:	3 Year Return on Investment
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

A.	Estimated annual maintenance & repair costs:	<u>\$1,000</u>
B.	Estimated annual cost of new staff (if any):	<u>None</u>
C.	Estimated annual cost of materials & supplies:	<u>\$1,000</u>

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: DDA/Private	\$80,000					
Totals	\$80,000					

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: _____
- C. Other (specify): X (Fishbeck & Contractor)

11. **Request Sheet Completed By:** Sandra Korhorn – DDA Director

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: 9/24/2018

Department: DDA/Economic Development

1. Description of Project:

A. Project Title: Community Gathering Space – Amphitheater Area

B. Location of Project: Library Property – Jacksmith/28th St.

C. Project Type: (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
X	Land		New Purchase
	Building		Replace
	Vehicle	x	Develop / Improve
	Equipment	x	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This project ranked as a high priority at a joint DDA/Planning Commission meeting. It is a planned project in the DDA TIF Plan. 12 out of 14 members ranked it as an A or B. In meetings/events, residents also rank a gathering space as a high priority.

The amphitheater area would be Phase 1 of the project.

3. Alternatives to Proposed Project?

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	
Construction	\$1,800,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$1,800,000

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: 9/24/2018

Department: DDA/Economic Development

1. Description of Project:

A. Project Title: Community Gathering Space – Streetscape Improve.

B. Location of Project: Library Property – Jacksmith/28th St.

C. Project Type: (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
X	Land		New Purchase
	Building		Replace
	Vehicle	x	Develop / Improve
	Equipment	x	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This project ranked as a high priority at a joint DDA/Planning Commission meeting. It is a planned project in the DDA TIF Plan. 12 out of 14 members ranked it as an A or B. In meetings/events, residents also rank a gathering space as a high priority.

The amphitheater area would be Phase 2 of the project to redevelop the streetscape on Jacksmith. Should be coordinated with GF street repairs

3. Alternatives to Proposed Project?

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	
Construction	\$375,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$375,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund	**					
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund	**					
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (Bond)						
Totals	\$375,000					

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X – Design/Build
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** S. Korhorn – ED/DDA Director

Cascade Charter Township 2021-2026 CIP Project Request Form

Date: October 29, 2020

Department: DDA/Economic Development

1. **Description of Project:**

A. **Project Title:** Community Gathering Space – Gateway Improvements

B. **Location of Project:** Library area – 28th St. & Old 28th St.

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building		Replace
	Vehicle	x	Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The gateway improvements are part of the larger Community Gathering Space project. This project continues to be a high priority for the various boards and commissions as well as the public.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$264,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$264,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund		\$264,000				
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals		\$264,000				

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021-2022

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: x
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Sandra Korhorn – DDA Director

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: August 30, 2016

Department: DDA / General Fund - Community Development

1. **Description of Project:**

A. **Project Title:** Bus Stop Installation

B. **Location of Project:** High Usage Areas Along Bus Routes

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Township has committed to a 3-year pilot program to bring bus service to Cascade Township along 28th Street. The bus shelter program would build bus shelters in strategic locations along the route. The first shelter was built at the MDOT Park and Ride location by Meijer, and the second was built at the Mary Free Bed YMCA by The Rapid. With a permanent bus route solution to be made in 2020, we should consider installation of Township funded stops beginning in 2021.

3. **Alternatives to Proposed Project?**

None – no shelters at stops

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$150,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	<i>\$150,000</i>

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: 9/24/2018

Department: DDA/Economic Development

1. Description of Project:

A. Project Title: Purchase of Property

B. Location of Project: Cascade Office Park

C. Project Type: (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
x	Land	x	New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The DDA plan discusses the goal of acquiring property for development and redevelopment purposes if and when such properties meet the goals of the DDA development areas.

3. Alternatives to Proposed Project?

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	\$400,000
Construction	
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	<i>\$400,000</i>

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: _____
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund			\$400,000			
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (Bond)						
Totals						
			\$400,000			

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** _____ Acceptable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** _____ 2023

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: _____
- C. Other (specify): _____ X (Varnum, Real Estate Consultant)

11. **Request Sheet Completed By:** _____ S. Korhorn – ED/DDA Director

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: October 29, 2020

Department: DDA/Economic Development

1. **Description of Project:**

A. **Project Title:** Lower Village Plan

B. **Location of Project:** Cascade Rd. & Thornapple River Dr.

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
	Land		New Purchase
	Building		Replace
	Vehicle	x	Develop / Improve
	Equipment	x	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This project is a high priority and will allow for the redevelopment of an important and visible community gateway. The Lower Village plan provides an on-going commitment to invest in a community that is livable, vibrant and accessible to residents and visitors. A contaminated site will be cleaned up and the plan provides a vibrant environment for the public as well as promotes various modes of transportation.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$1,670,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$1,670,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$2,500
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund				**		
Special Assessment						
GO/Revenue Bonds				**		
Grant Funding				**		
Special Millage						
Other (_____)						
Totals				\$1,670,000		

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2023/2024

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: x
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Sandra Korhorn – DDA Director

Cascade Charter Township 2021-2026 CIP Project Request Form

Date: 08-12-2015
Department: Downtown Development Authority

1. **Description of Project:**

A. **Project Title:** 28th Street Mid-Block Crossing

B. **Location of Project:** 28th Street between Kraft and Charlevoix

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Currently there is no crossing point on 28th Street between Kraft and Charlevoix, where many individuals (including guests of the Crowne Plaza) are crossing to get to the restaurants on the north side of 28th Street. A mid-block crossing would provide safe passage for these pedestrians.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$300,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$300,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: DDA Fund						\$300,000
Totals						\$300,000

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2026

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Sandra Korhorn – DDA Director

FY21 – FY26 CIP – Library Fund

Library Fund (270)							
Project Costs							
Project Title:	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Library Refresh Project	1,300,000						1,300,000
Library Reroof Project			400,000				400,000
Trail Loop & Children's/Sound Garden			575,000				575,000
Totals	1,300,000	0	975,000	0	0	0	2,275,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - 1 Project \$400,000)		
Library Reroof Project	\$400,000	Library Fund
Desirable (Total - 2 Projects \$1.875,000)		
Library Refresh Project	\$1,300,000	Library Fund; KDL
Trail Loop & Children's/Sound Garden	\$575,000	Library Fund; DDA
Acceptable (Total - 0 Projects \$0)		
Deferrable (Total - 0 Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: 10-01-2018

Department: Cascade Library

1. **Description of Project:**

A. **Project Title:** Library Refresh Project

B. **Location of Project:** Cascade Library

C. **Project Type:** (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
	Land		New Purchase
X	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Cascade Library is now 20 + years old and in need of a “refresh.” KDL is funding an architectural study to determine needs. Included items may be carpet, wall coverings, furniture and lighting, among others. Study was completed in 2020.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$1,300,000
Professional services	
Other (specify)	
Total Estimated Cost	\$1,300,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: Same
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding	XX					
Special Millage						
Other (Library Fund)	XX					
Totals	\$1,300,000					

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X – Design/Build
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** B. Swayze – Township Manager

**Cascade Charter Township
2020-2026 CIP Project Request Form**

Date: 10-01-2018

Department: Cascade Library

1. **Description of Project:**

A. **Project Title:** Library Reroof

B. **Location of Project:** Cascade Library

C. **Project Type:** (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
	Land		New Purchase
X	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Cascade Library is now 25-year-old, with the roof near the end of it's useful life. It is anticipated the earliest it may need to be replaced is 2023, but the repairs could be delayed longer if roof holds up.

3. **Alternatives to Proposed Project?**

None

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$400,000
Professional services	
Other (specify)	
Total Estimated Cost	\$400,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: Reduced
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (Library Fund)			\$400,000			
Totals			\$400,000			

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2023

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** B. Swayze – Township Manager

**Cascade Charter Township
2021-2026 CIP Project Request Form**

Date: 10-01-2018

Department: Cascade Library

1. **Description of Project:**

A. **Project Title:** Trail Loop & Children's Sound Garden

B. **Location of Project:** Library Property – Jacksmith/28th St.

C. **Project Type:** (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
X	Land		New Purchase
	Building		Replace
	Vehicle	x	Develop / Improve
	Equipment	x	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This project ranked as a high priority at a joint DDA/Planning Commission meeting. It is a planned project in the DDA TIF Plan. 12 out of 14 members ranked it as an A or B. In meetings/events, residents also rank a gathering space as a high priority.

This is projected to be done as part of the DDA amphitheater project, but could also be a separate project

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$575,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$575,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2021	2022	2023	2024	2025	2026
General Fund						
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund			XX			
Special Assessment						
GO/Revenue Bonds						
Grant Funding			XX			
Special Millage						
Other (Library Fund)			XX			
Totals			\$575,000			

* If funding of this project goes beyond 2026, please attach a proposed schedule to this page

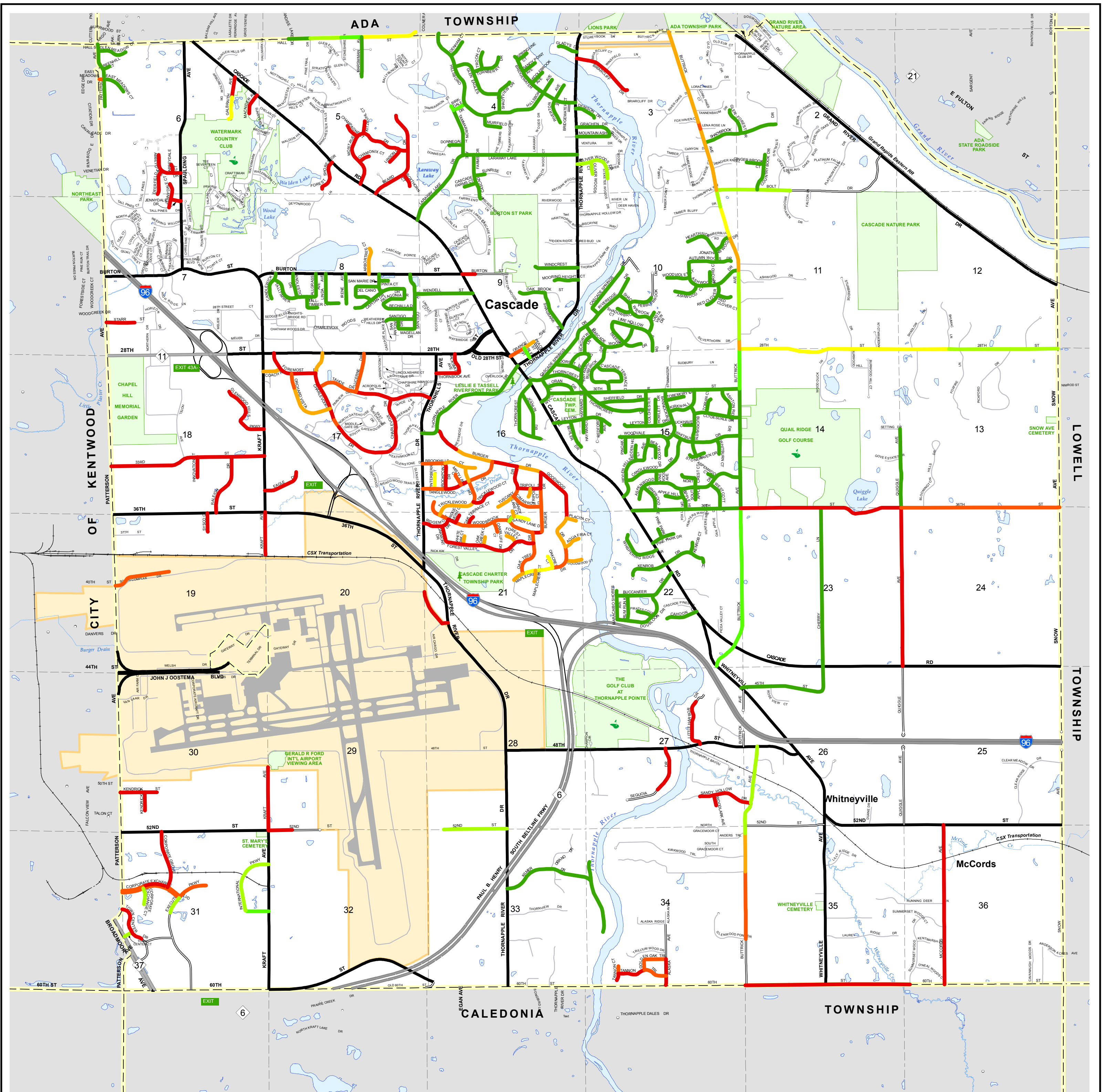
8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2023

10. **Proposed Method of Implementation:** (check appropriate method)

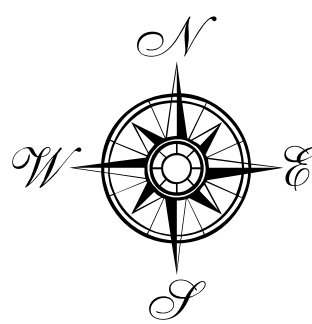
- A. Contract Out: X – Design/Build
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** B. Swayze – Township Manager



ROAD CONDITION

- POOR (1 OR 2)
- POOR (3)
- POOR (4)
- FAIR (5)
- FAIR (6)
- FAIR (7)
- GOOD (8-10)



Updated: 12/11/2020



CASCADE CHARTER TOWNSHIP KENT COUNTY, MICHIGAN 2020 LOCAL PAPER MAP

