



Bath Charter Township 2024-2028 Capital Improvement Plan



2020 Bath Charter Township Capital Improvement Plan

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Chapter One – Introduction to Capital Improvements Programming

Capital Improvement Plan Blueprint

A Capital Improvement Plan (CIP) is a financial blueprint for mapping an agency's capital expenditures. Ideally, it coordinates community planning, financial capacity, and physical development. A successful CIP will:

1. Facilitate coordination between capital needs and the operating budget
2. Identify the most economical means of financing capital projects
3. Increase opportunities for obtaining federal and state aid
4. Relate public projects to other public and private development policies and plans
5. Incorporate community objectives into project planning
6. Inform the public about future projects and plans

The 2020-2025 CIP includes planned expenditures on facilities and equipment and a comprehensive list of public improvements. This update should assure our stakeholders that we are striving to continuously advance sound capital programming practices and principles. This is achieved by allowing stakeholders to ensure that their budgets can finance their potential projects. Stakeholders also have an opportunity every year to review their policies and plans to make sure that public input takes effect.

The CIP has been developed to advance the highest priority improvements where we are able to identify sufficient resources. This provides a snapshot of large investments which may at times look inconsistent with our desire to provide a balanced and equitable program. Our challenge is to continually distribute our limited resources equitably as we attempt to address all of the capital improvement needs throughout Bath Township.

What are Capital Improvements?

Capital improvement projects are currently defined as permanent physical or system improvements that cost at least \$20,000, or significant equipment purchases in excess of \$20,000 and add value to the township. Examples of capital improvement projects are parks, government facilities, roads, and sewers.

Typical projects considered to be capital improvements include:

- Construction or large-scale rehabilitation of public structures
- Construction or large-scale rehabilitation of roads
- Construction or large-scale rehabilitation of sewers
- New equipment and machinery purchases
- Construction of a new facility
- Significant remodeling or expansion of existing facilities
- Purchase or improvement of land
- Planning and engineering costs related to specific capital improvements

Projects which are generally not considered to be capital improvement include:

- Routine maintenance and repairs
- Replacement of equipment and machinery
- Routine maintenance of road and sewer systems

Why do we use a Five Year Programming Period?

A five-year period is considered most suitable. A shorter two to three year timeframe is too little time for effective programming because planning and financing of capital projects usually takes longer. A period of seven years or more may project the program too far into the future to accurately predict or to be of practical value.

Why do we Update the Program Annually?

The Michigan Planning Enabling Act stipulates that Planning Commissions in Townships which operate public water or sewer systems “shall annually prepare a capital improvements program of public structures and improvements” which support the adopted Comprehensive Development Plan.

Aside from the legal requirement, it is a good idea to update the CIP annually. This helps the township to fine tune the capital budget to reflect changing economic and/or social conditions. The township wants to have the most accurate project costs reflected in the CIP. The program is also adjusted to reflect the need for additional projects and changing priorities if necessary.

What are the Benefits of Capital Improvements Programming?

1. Focusing attention on community goals, needs, and capabilities.

This involves bringing projects in line with community objectives, anticipated growth, and financial capabilities. This is the type of information contained within the Bath Township Comprehensive Plan. The CIP is a tool for implementing the goals, policies, and objectives set forth in the plan, as well as other plans adopted by Bath Township, such as the Non-Motorized Plan and the Five-Year Parks and Recreation Plan.

2. Achieving optimum use of the taxpayer's dollar.

Advance programming can help avoid costly mistakes. The program also aids the Township Board in making sound annual budget decisions. A listing of anticipated projects may encourage the purchase of land well in advance of construction at a lower present cost than higher future costs.

3. Serving wider community interests.

Projects within the CIP are prioritized on the basis of the greatest benefit to the greatest number of Township residents.

4. Encouraging a more efficient governmental administration.

Through coordination of capital improvement programming, the township, county, and state agencies can reduce scheduling problems and conflicting or overlapping projects.

5. Improving intergovernmental and regional cooperation.

It may be possible to share needed facilities between local units of governments or between the municipality and a school district. Municipalities have several plans that they can review annually to ensure that the CIP complies with their plans.

6. Maintaining a sound and stable financial program.

When there is ample time for planning, the most economical means of financing each project can be selected in advance. Keeping projects within the financial capacity of the community helps to preserve its credit rating and makes the area more attractive to business and industry.

7. Enhancing opportunities of participation in Federal and State grant programs.

Most grant applications require the need for the program to be well documented with a clear statement of goals and objectives. This documentation has already been developed in the CIP and helps to identify the most economical means of financing capital projects.

Chapter Two – Bath Township’s Improvement Programming Process

Legal Basis for Capital Improvement Planning

The Michigan Planning Enabling Act, 2008, PA 33 (MCL 125.3801 et. seq.), which became effective on September 1, 2008, mandates that the Township, typically through the Planning Commission, annually prepare a program of public improvements for the ensuing six years as follows:

“To further the desirable future development of the local unit of government under the master plan, a planning commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements, unless the planning commission is exempted from this requirement by charter or otherwise. The capital improvements program shall show those public structures and improvements, in the general order of their priority that in the commission’s judgment will be needed or desirable and can be undertaken within the 6-year period. The capital improvements program shall be based upon the requirements of the local unit of government for all types of public structures and improvements. Consequently, agency or department of the local unit of government with authority for public structures or improvement shall upon request furnish the commission with lists, plans and estimates of time and cost of those public structures and improvements.”

Thus, the Bath Township Planning Commission has the primary responsibility of preparing the Township’s Capital Improvement Program.

In the preparation of this CIP, the Planning Commission worked closely with Planning Staff to prepare a draft CIP document. Once prepared, the draft was reviewed and approved at a public hearing and forwarded to the Township Board for their consideration during the annual budget process.

A Summary of Bath Township’s CIP Process

The CIP process for the 2024-2028 CIP was modified from past years in order to more accurately reflect capital projects in Bath Township. The process was slightly modified in 2019 to include scoring criteria from the Planning Commission for discretionary projects. The CIP as it appears here is the result and may be subject to future changes should the Planning Commission find further efficient processes.

- April 25, 2023:** CIP kickoff and project submission window opens (4 weeks)
- June 30, 2023:** Project submissions due
- July 3, 2023:** Project sheets available online
- July 11, 2023:** Applicants attend the Planning Commission meeting to discuss their proposals
- August 8, 2023:** Planning Commission discuss the projects and provides scores to the Planner
- August 14, 2023:** Planning Commission review and adoption of CIP
- September 5, 2023:** Board acceptance and/or adoption of CIP

Preparation and Adoption of the 2024 - 2028 CIP

The preparation of the 2024 - 2028 Capital Improvement Program followed the process as described above. Staff prepared the CIP through a combination of an inventory of the Township’s facilities and input from outside entities. This was done through the call for projects in February and helped ensure a comprehensive level of participation from all interested stakeholders.

Chapter Three – Establishing the CIP and Budget

The annual Township budget includes a certain number of capital projects to be funded in the current fiscal year. These are known as First Year Project. The CIP itemizes the funds needed during the next five years.

Project Type

There are five types of projects represented in the CIP. Based on the amount of money spent, most CIP funds are spent on sewer projects while non-motorized facilities receive the least attention.

The following table indicates the total number of projects for each category, the total costs, the Township’s share of the total costs, and the corresponding percentages for each project type. Total costs include all required funds throughout the five-year CIP timeline. Total costs listed below do not include Non-Discretionary Projects, as the Township Board has not adopted them at this time.

Project Timelines and Costs

TYPE	NUMBER	TOTAL COSTS
Facilities Improvements	5	\$ 148,500.00
Road Projects	2	\$ 2,899,516.00
Vehicles	4	\$ 1,630,000.00
Non-Motorized Facilities	1	\$ 171,237.00
Sewer Projects	7	\$ 16,603,925.00
Other	1	\$ 185,000.00
Totals	20	\$ 21,453,178.00

Non-Discretionary Projects:

Department	Description	Type	2023	2024	2025	2026	2027	2028	Long-Range	Unspecified	Total	Funding Source	Note
Building & Grounds	Pole Barn	Facilities	\$ 43,500								\$ 43,500	General Fund, Fund Balance Balance	Pole Barn roof, siding and overhead door.
Building & Grounds	Generator	Equipment	\$ 85,000								\$ 85,000	General Fund, Fund Balance	Township/Police Department generator purchase and installation.
Building & Grounds	Parking Lots	Facilities	\$ 20,000	\$ 10,000					X	X	\$ 30,000	General Fund, Fund Balance	Township parking lot, crack seal and seal coat.
Building & Grounds	Board Room	Equipment	\$ 66,000								\$ 66,000	General Fund, Fund Balance	Audio/Video equipment purchase for meetings.
Building & Grounds	Pole Barn	Facilities	\$ 25,000								\$ 25,000	General Fund, Fund Balance	Construction of lean-to.
Building & Grounds	Pole Barn Gates	Facilities		\$ 25,000							\$ 25,000	General Fund, Fund Balance	Gates and fence to limit access to Pole Barn area.
Computer	Equipment	Equipment							X	X	\$ -	General Fund, Fund Balance	Repair and replacement.
DPW (Roads)	Webster Road Project	Infrastructure	\$ 133,000	\$ 366,516							\$ 499,516	General Fund, Fund Balance Act 51, TIP (Transportation)	Engineering for sidewalk, bike lane, lane reconfiguration project, and road mill/fill.
DPW (Roads)	General Road Projects	Infrastructure	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000			\$ 2,400,000	General Fund, Fund Balance	General road repair and maintenance.
DPW (Roads)	Safe Routes to School	Infrastructure		\$ 171,237							\$ 171,237	Federal Funds, General Fund, Fund Balance	Roadside facilities improvement.
DPW	Dump Truck	Vehicle		\$ 70,000							\$ 70,000	General Fund, Fund Balance	Replace 1999 Dump Truck
DPW	Backhoe	Equipment							X	X	\$ 150,000	General Fund, Fund Balance	Replace Backhoe
Elections	Tabulatores	Equipment	\$ 27,500								\$ 27,500	General Fund, Fund Balance, Grant Money	Purchase/Implement new absent voter ballot counting board equipment. One for each of five
Fire Department	Station Addition	Facilities			\$ 25,000				X	X	\$ 25,000	Millage, Public Safety Fund, General Fund, Fund Balance	Addition of crew quarters to Fire Station. House 24-hour coverage personnel. Cost of addition to be
Fire Department	Engine Replacement	Vehicles	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	X		\$ 1,200,000	Millage, Public Safety Fund, General Fund, Fund Balance	Update equipment. Possible 10-year lease from Pierce Manufacturing.
Fire Department	Brush Truck	Vehicles		\$ 50,000							\$ 50,000	Millage, Public Safety Fund, General Fund, Fund Balance	Replace aging brush truck.
Fire Department	Generator	Equipment		\$ 85,000							\$ 85,000	Millage, Public Safety Fund, General Fund, Fund Balance	Replace emergency generator.
Parks & Recreation	Park Lake	Other	\$ 25,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	X		\$ 185,000	General Fund, Fund Balance , Assessment	Annual weed treatment, and Goose Busters.
Police Department	Patrol Vehicles	Vehicles	\$ 57,000	\$ 61,000	\$ 129,000	\$ 63,000			X		\$ 310,000	Millage, Public Safety Fund, General Fund, Fund Balance	Replace older cars with high mileage. Purchase of new patrol cars including changeover cost and labor.
Sewer	Critical Interceptor Sewer Lining, Phase I	Infrastructure	\$ 1,067,000	\$ 1,067,000							\$ 1,067,000	Sewer Fund, Fund Balance, Bonds	Sewer Master Plan implementation.
Sewer	Chandler Area Consolidation	Infrastructure			\$ 5,247,000						\$ 5,247,000	Sewer Fund, Fund Balance, Bonds, State Revolving Fund	Sewer Master Plan implementation.
Sewer	Lift Station 203 Inline Equalization, Phase II	Infrastructure			\$ 2,776,000						\$ 2,776,000	Sewer Fund, Fund Balance, Bonds, State Revolving Fund	Sewer Master Plan implementation.
Sewer	Critical Interceptor Sewer Lining, Phase II	Infrastructure					\$ 1,716,000				\$ 1,716,000	Sewer Fund, Fund Balance, Bonds, State Revolving Fund	Sewer Master Plan implementation.
Sewer	Critical Interceptor Sewer Lining, Phase III	Infrastructure					\$ 880,000				\$ 880,000	Sewer Fund, Fund Balance, Bonds, State Revolving Fund	Sewer Master Plan implementation.
Sewer	SCCMUA Plant Improvements	Infrastructure						\$ 4,917,925			\$ 4,917,925	Sewer Fund, Fund Balance, Bonds	Bath Township's estimated portion: \$4,371,489 over 20 years; or \$4,917,925 over 30 years
Sewer	SCCMUA Plant Capacity	Infrastructure							X	X	\$ -	Sewer Fund, Fund Balance, Bonds	Purchase additional REU capacity from another municipality to accommodate growth in Bath

Note: inclusion of a project in this CIP does not guarantee that it will be funded or developed.

Discretionary Projects:

Project Name	Project Limits	Project Type	Construction Year	Score	Planning Commission Comment*	Total Costs	2024	2025	2026	2027	2028
Wiswasser Park Multi-Sport Court	Wiswasser Park	Facilities Expansion	Intended for 2023. To be scored every year not implemented	68/130	No	\$54,173	\$54,173	\$54,173	\$54,173	\$54,173	\$0
Wiswasser Park Poured-In-Place Replacement	Wiswasser Park	Facilities Improvements	Intended for 2023. To be scored every year not implemented	67/130	Yes	\$142,978	\$142,978	\$142,978	\$142,978	\$142,978	\$0
Beach Bathrooms	Park Lake Beach	Facilities Expansion	2024	74/130	No	\$130,000	\$130,000	\$130,000	\$130,000	\$130,000	\$130,000
						-	-	-	-	-	-
Boat Launch Reconstruction & Expansion	Park Lake Boat Launch	Facilities Expansion	2024	91/130	No	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
						\$190,000	\$190,000	\$190,000	\$190,000	\$190,000	\$190,000
Keyless Door Access	Township Campus Buildings	Facilities Improvements	2024	79/130	Yes	\$163,599	\$163,599	\$163,599	\$163,599	\$163,599	\$163,599
Kayak Launch	Park Lake	Facilities Expansion	2024	47/130	Yes	\$38,008	\$38,008	\$38,008	\$38,008	\$38,008	\$38,008

Total						\$728,758	\$728,758	\$728,758	\$728,758	\$728,758	\$531,607
						-	-	-	-	-	-
						\$788,758	\$788,758	\$788,758	\$788,758	\$788,758	\$591,607

* See the Planning Commission's comments on specific projects below in the Appendix.

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Appendix

Details on Discretionary projects

Note: inclusion of a project in this CIP does not guarantee that it will be funded or developed.'

Project Title: V. Jack Wiswasser Park Multi-Sport Court

Location: Wiswasser Park – 6499 Park Lake Rd

Department, Official, or Organization: Bath Township Parks & Recreation Departments

Project Description: Install a multi-sport court north of bathrooms at Wiswasser park. Court to include full court basketball, volleyball, pickleball and ten-foot-high fence on the perimeter of the court area.

Purpose of Project: Expand recreation options for community members

Year(s): Intended for implementation in 2023. To be rescored every year the project is not implemented.

Project Cost (Total): \$47,320.00

Sources of Financing: Bath Township General Fund

Planning Commission Comments: None.

Project Title: V. Jack Wiswasser Park Poured-In-Place Replacement

Location: Wiswasser Park – 6499 Park Lake Rd

Department, Official, or Organization: Bath Township Parks & Recreation Departments

Project Description: Removal, disposal of Poured-In-Place, and additional crushed stone (if needed). Replacement of Poured-In-Place.

Purpose of Project: Existing Poured-In-Place has reached life expectancy; safety of park users

Year(s): Intended for implementation in 2023. To be rescored every year the project is not implemented.

Project Cost (Total): \$142,978

Sources of Financing: Bath Township General Fund

Planning Commission Comments: Concerns about the project’s lifespan and if it could last longer than the ten-year estimate, and the current poured in place is in good condition.

Project Title: Park Lake Beach Bathrooms

Location: Park Lake Beach

Department, Official, or Organization: Bath Township Recreation Committee, Parks & Public Works, and Recreation Departments

Project Description: Construct a waterless bathroom building at Park Lake Beach

Purpose of Project: Provide restrooms to the beach to improve its image and attract new people to the community, as well as enhance safety by eliminating the need to cross traffic for the restroom.

Year(s): 2024

Project Cost (Total): \$130,000 – 170,000

Sources of Financing: Bath Township General Fund; Seeking DNR Grants; ARPA funding

Planning Commission Comments: The Planning Commission encourages there to be some price comparisons between the proposed waterless restroom and a more traditional restroom hooking into public water and sewer.

Project Title: Park Lake Boat Launch Reconstruction & Expansion

Location: Park Lake Boat Launch

Department, Official, or Organization: Bath Township Parks & Recreation Departments

Project Description: Engineer, reconstruct and expand the boat launch the accommodate two boats, more parking, and a kayak launch.

Purpose of Project: Reconstruct the current boat launch, expand onto newly purchased township property to the north, and add more parking and accessibility.

Year(s): 2024

Project Cost (Total): \$200,000

Sources of Financing: Bath Township General Fund and seeking DNR Grant funding

Planning Commission Comments: None.

Project Title: Keyless Door Access

Location: Township Campus Buildings

Department, Official, or Organization: Bath Township Parks & Recreation Department

Project Description: Install a keyless door access system to monitor all doors on the township campus.

Purpose of Project: Increase security and safety of building occupants, as well as streamline the issues associated with keyed locks. Programmable key fobs would be issued to staff and door locks would have the capability to be programmed for specific times, as well as remote access.

Year(s): Intended for implementation in 2023. To be rescored every year the project is not implemented.

Project Cost (Total): \$163,598.51

Sources of Financing: Bath Township General Fund; ARPA Funding

Planning Commission Comments: While this project was scored second, Commissioners recognize its importance and would like to see it worked into the budget in phases.

Project Title: Kayak Launch

Location: Park Lake

Department, Official, or Organization: Bath Township Parks & Recreation Department

Project Description: Install an ADA compliant kayak launch north of the boat launch area

Purpose of Project: Provide a designated area and structure to safely launch kayaks.

Year(s): 2024

Project Cost (Total): \$38,008

Sources of Financing: Bath Township General Fund; ARPA funds; Spark Grant if awarded

Planning Commission Comments: The kayak launch should be considered as part of the boat launch reconstruction if it brings spinoff benefits to that project.