

# City of Plainwell



“The Island City”

Rick Brooks, Mayor  
Lori Steele, Mayor Pro-Tem  
Brad Keeler, Council Member  
Roger Keeney, Council Member  
Todd Overhuel, Council Member

Department of Administration Services  
211 N. Main Street  
Plainwell, Michigan 49080  
Phone: 269-685-6821  
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## Agenda Planning Commission June 5, 2019 7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes: 05/01/19 Planning Meeting
5. Chairman’s Report
6. New Business:
  - A. 720 N. Main Rezone Application: First reading to re-zone 720 N. Main from C1, Local Commercial District, to SB, Service Business District, AND a Special Use Permit Application to have an animal clinic in the Service Business District. Williams and Works has reviewed the rezoning and suggested the SB as it conducive with our future land use map.
  - B. 2019-2024 Draft Capital Improvement Plan (CIP): Planning Commission will review Draft CIP.
7. Old Business:
8. Reports and Communications:
  - A. 4/22/19 & 05/13/19 Council minutes
9. Public Comments
10. Staff Comments

Community Development Manager, Denise Siegel  
Events: Plainwell Days Festival June 14-16 / Sesquicentennial events: June 15 period dress, quilt auction/silent auction; Pie eating contest on Sunday, June 16  
New business – Highland Ridge, 126 E. Bridge St. Ribbon Cutting on June 14 at 11:30 a.m.
11. Commissioners/ Council Comments
12. Adjournment

*The City of Plainwell is an equal opportunity provider and employer*

**CITY OF PLAINWELL  
MINUTES  
Planning Commission  
May 1, 2019**

1. Call to Order at 7:00 p. m. by Lubic
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Jay Lawson, Rachel Colingsworth, Jim Higgs, Lori Steele, Diana Lubic, Stephen Bennett, Erik Wilson  
Excused: Gary Sausaman
4. Approval of Minutes – 03/06/19  
**Higgs motioned to approve minutes, as received seconded by Lawson. Minutes approved on an all in favor voice vote.**
5. Chairperson’s Report: - None
6. New Business - Ace Hardware Propane Tank  
Discussion: Size and location of the tank, will take up 3 parking spots that run north to South in the city lot across the street from Ace. City Manager, Erik Wilson, commented that in exchange for the 3 parking spots, Ace Hardware will maintain the green space by the parking area and maintain the Trash Corral, located in the city lot to south of Ace.  
**Higgs motioned to approve and recommend to City Council the placement of the propane tank on the corner of Anderson and Bannister. Seconded by Steele, Motion passed in an all in favor vote.**
7. Old Business: None
8. Public Comments – None
9. Reports and Communications:  
A. 2/25/19 & 03/11/19, 3/25/19 & 04/08/19 Council Minutes reviewed by Commission
10. Staff Comments:  
*Denise Siegel, Community Development Manager* shared information on
  - Aces Insurance Ribbon Cutting, May 10 at 11:20 a.m. located at 131 S. Main St. Suite 5.
  - Update on vacant buildings in CBD and that 127 S. Main St. & 114 S. Main St. sold
  - Planning Commission Training Opportunities available, stop by City Hall for more information*City Manager, Erik Wilson* reported out on several projects happening this year.
  - A new labor union contract was settled for Public Safety
  - Low bid for Sherwood Street from N. Main to M89 came in at 1.2 million dollars. City cash match is \$850,000.
  - MEDC grant for Mill Demolition is 5 + Million, with a cash match of \$510,000
  - DNR grant for the restroom in Sherwood Park is \$45,000 with an in-kind match of \$15,000.

12. Commissioner Comments: Lubic, appreciated the Arbor Day Celebration and the beautiful tree that was planted in her honor.
13. Adjournment:  
Lubic adjourned the meeting at 7:55 p.m.

Minutes submitted by Denise Siegel, Community Development Manager

DRAFT



# RE-ZONING APPLICATION

**Permit No.#** 2019 -01  
**Parcel #** 55-240-006-00  
**Fee:** \$200.00 – Waived

1. Owner/Applicant: Name: Marlett Scott  

(Last)
(First)
(M.I.)

Address: 15092 Lockshore Rd. Hickory Corners, MI 49060  

(Street & No.)
City)
(State-Zip)

Phone: 616-633-1749  

(Home)
(Work)
  
2. Describe Request: to rezone 720 N. Main St. from C1 to SB (service business) to better fit with our Master Plan and allow for a new business to occupy the property.
  
3. Legal Description of Property: \_\_\_\_\_ Lots 6 & 7 Orchard Acres Sec. 20 & 29 T1N R11W
4. Address of Property: 720 N. Main St. (Premier Printing)
  
5. Attach an accurate Drawing of the Site Showing:
  - a) Property Boundaries
  - b) Existing and proposed buildings
  - c) The distance from the lot line of each existing or proposed building.
  - d) Unusual physical features of the site.
  - e) Abutting streets
  
6. Names and Addresses of all other persons, firms or corporations having a legal interest in the property:  
Shawn P Dolan DVM PLC DBA Renewed Animal Wellness

“I understand that if the zoning change is granted, I am in no way relieved from all other applicable requirements of the City of Plainwell Zoning Ordinance.”

Applicant/Owner Signature:

X \_\_\_\_\_ Date: \_\_\_\_\_



CITY OF PLAINWELL

PAID

MAY 22 2019

Plainwell Treasury Office

211 N. Main Street
Plainwell, Michigan 49080-1370

Phone: 269-685-6821
Fax: 269-685-7282

SPECIAL USE PERMIT APPLICATION

Fee: \$100.00

1. Owner/Applicant: Name: MARLETT SCOTT P
(Last) (First) (M.I.)
Address: 15092 LOCKSHORE RD HICKORY CORNERS, MI 49060
(Street & No.) (City) (State-Zip)
Phone: 616-633-1749
(Home) (Work)

2. Request is for a Special permit to (Specify Use): APPROVAL TO BUY
PREMIER PRINTING FOR USE AS VETERINARY WELLNESS CENTER

3. Legal Description of Property: LOTS 6 & 7 ORCHARD ACRES SEC
20 & 29 TIN R11W

4. Address of Property: 720 N. MAIN ST

5. Present Use and Zoning of Property: COMMERCIAL PRINTER/WAREHOUSE, C-1

- 6. Attach an Accurate Drawing Showing:
a) Property boundaries
b) Existing structures
c) Location of abutting streets
d) Existing zoning on adjacent properties
e) Proposed new structures
f) Locations of buildings on adjacent properties

7. Names and Addresses of all other persons, firms or corporations having a legal
interest in the property: PURCHASING FOR SHAWN P DOLAN
DVM PLC DBA RENEWED ANIMAL WELLNESS

8. Applicant/Owner Signature: [Signature]
X

Official use only

Date of Application \_\_\_\_\_
Fee amount \_\_\_\_\_ date \_\_\_\_\_
Council Action \_\_\_\_\_ date \_\_\_\_\_
Effective date \_\_\_\_\_

Google Maps

720 N Main St

North

Premier Printing Building proposed for purchase as Veterinary Wellness Center



Imagery ©2019 Google, Map data ©2019 Google

South

Prepared by Scott Marlett



# CITY OF PLAINWELL CAPITAL IMPROVEMENT PLAN

2019-2024



## City Council:

- Mayor - Rick Brooks
- Mayor Pro-Tem - Lori Steele
- Councilmember - Brad Keeler
- Council member - Roger Keeney
- Councilmember - Todd Overhuel

## City Planning Commission:

- Chairperson – Diana Lubic
- Vice-Chairperson – Jim Higgs
- Commissioner – Gary Sausaman
- Commissioner - Lori Steele
- Commissioner – Rachel Colingsworth
- Commissioner – Stephen Bennett
- Commissioner – Jay Lawson

*The Island City*

## WHAT IS A CAPITAL IMPROVEMENT PLAN?

A Capital Improvement Plan (CIP) is a flexible multi-year plan based upon long range infrastructure needs of the City. The purpose of a CIP is to facilitate the orderly planning of infrastructure improvements and to maintain, preserve and/or schedule replacement of equipment to ensure the efficient delivery of services to the community. The CIP is also utilized to ensure that capital improvements are fiscally sound and consistent with the tools and policies of the Council and community.

## WHAT IS A CAPITAL PROJECT?

A Capital Project is a project that helps maintain or improve a City asset. To be included in the City's Capital Improvement Plan, a project must have a total cost of at least \$10,000 over the life of the project and meet at least ONE of the following criteria:

- New construction, expansion, renovation, or replacement for an existing facility or facilities. Project costs can include the cost of land, professional services (i.e. engineering/architectural) or contracted services needed to complete the project.
- or-
- It is a purchase of a major piece of equipment with a useful life of at least 10 years.
- or-
- It is considered a major maintenance or rehabilitation project for existing facilities.

## CAPITAL IMPROVEMENT PLAN & THE COMMUNITY

The CIP informs the community on how the City plans to address significant capital needs over the next six-years (6). The benefits of the CIP to the community include:

- Optimizes the use of revenue;
- Coordinates the community's physical planning with its fiscal planning capabilities;
- Helps to guide future growth and development;
- Promotes efficient and responsible government;
- Encourages intergovernmental and regional cooperation;
- Helps to promote a predictable, sound and stable financial program;
- Provides adequate time for planning and engineering of projects;
- Enhances opportunities to leverage private, federal, and state funding;
- Increases opportunities to "pay as you go" thereby reducing additional interest and other charges.

The CIP represents the City's plan to serve our residents and anticipates future needs of the community. Projects are guided by various development plans and policies established by the City which include but not limited to:

- Master Plan
- DDA/BRA/TIFA Plans
- Recreational Plan
- Goals and objectives of the City Council
- Administrative Policies
- Mission Statement



## CAPITAL IMPROVEMENT PLAN PROCESS & THE BUDGET

Preparation of the CIP is done under the authority of Article IV of the Michigan Planning enabling Act (P.A. 33 of 2008). The goal of the CIP is to implement the Master Plan and to assist in the community's long term financial planning.

Each year all projects included within the CIP are reviewed, potentially new projects are reviewed, and adjustments are made to existing projects arising from changes in the amount of funding required, conditions, or timeline. A new year of programming is also added each year to replace the year funded in the annual operating budget. The CIP program should continue to develop over time by adding features to gradually improve quality and sophistication. Roles and responsibilities during the Capital Improvement Process include:

**CIP Policy Group** reviews policies, develops project ratings, reviews funding options and presents recommendations to the Administrative Group. Members of the CIP Policy Group include:

Human Resource Manager  
Community Development Manager  
Water Renewal Superintendent  
Public Works Superintendent  
Public Safety Director  
City Council Representative  
Planning Commission Representative  
BRA/TIFA/DDA Representative

**The Administrative Group** clarifies any issues, finalizes the ratings and brings the CIP draft forward to the Planning Commission. Members of the Administrative Group include:

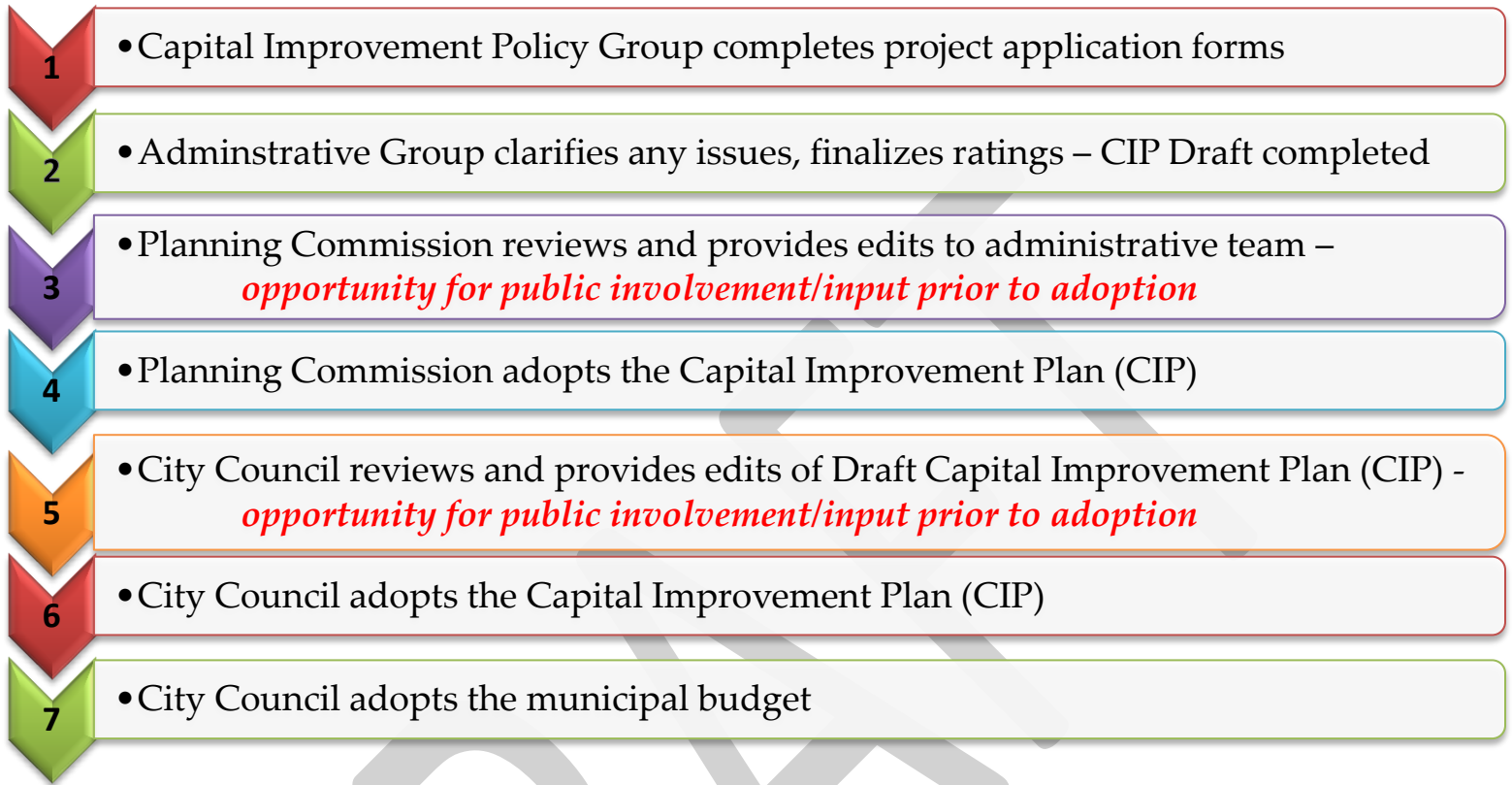
City Manager  
City Clerk/Treasurer

**The Planning Commission** works with the Policy Group during the plan development, conducts workshops (if necessary), reviews recommendations, receives public input, conducts hearings, adopts the plan and requests the governing body to consider incorporating funding for the first year projects in the municipal budget.

**The City Council** is encouraged to use the Capital Improvement Plan as a tool in the adoption of the annual budget process in accordance with its goals and objectives.

**Residents** are encouraged to participate in plan development by working with various Boards, Commissions and staff.

Process Flow Chart:



## REVIEW & SCORING CRITERIA

A wide range and variety of capital improvements are included in this Capital Improvement Plan. The following list identifies criteria the City uses to review potential projects:

- Required to fill any federal or state judicial administrative requirements;
- Ability to capture outside sources of funding;
- Impact on annual operating and maintenance costs;
- Relationship to overall fiscal policy and capabilities;
- Projects readiness in relation to planning/implementation;
- Relationship to the needs of the community;
- Relationship to other projects;
- Distribution and coordination of projects throughout the community;
- Relationship to other community plans;

A project’s ultimate funding depends upon a number of factors – not only its merit, but also its location, cost, funding source, and logistics. Priority rankings do not necessarily correspond to that project being funded for any given year. For example, a road-widening project which is ranked lower than a park project may be funded before the park project because the road project has access to a restricted revenue source, whereas a park project may have to compete for funding from other revenue sources. Scoring is based on priority need as follows:

## SAMPLE:

| NEEDS ASSESSMENT SCORING CRITERIA                      |                 | Category             |                               |                | Score  |
|--|-----------------|----------------------|-------------------------------|----------------|--|
| (Multiply Weight x Category Pts. for Total Score)      | Weight          | 5 Points             | 3 Points                      | 1 Point        |  |
| Contributes to health, safety & welfare                | 5               | Removes hazard       | Material contributes          | Minimal        |  |
| Needed to comply with local, state or federal law      | 5               | Yes                  | -                             | No             |  |
| Project conforms to adopted program, policy or plan    | 4               | Adopted Council plan | Consistent with Admin. policy | No policy      |  |
| Project remediates an existing or projected deficiency | 3               | Complete remedy      | Significant remedy            | Minimal remedy |  |
| Contributes to the long term needs of the community    | 2               | 20+ Years            | 10-19 Years                   | Less than 10   |  |
| Service area of project                                | 2               | Regional             | City-Wide                     | Neighborhood   |  |
| Department Priority                                    | 2               | High                 | Medium                        | Low            |  |
| Project delivers high level of service                 | 2               | High                 | Medium                        | Low            |  |
| <b>Priority Points Earned</b>                          |                 |                      |                               |                | <b>Total Project Score:</b> <input type="text"/> |
| <b>Low</b>   | <b>Moderate</b> | <b>Desirable</b>     | <b>Important</b>              | <b>Urgent</b>  |  |
| <b>0-24</b>  | <b>25-49</b>    | <b>50-74</b>         | <b>75-99</b>                  | <b>100-125</b> |  |
|  |                 |                      |                               |                |  |

## FUNDING THE CAPITAL IMPROVEMENT PLAN

Because the capital improvements projects involve the outlay of substantial funds, numerous sources are necessary to provide financing over the life of the project. Many capital funding sources are earmarked for specific purposes and cannot be transferred from one capital program to another. For example, funds raised by the community of City of Plainwell's solid waste millage must be used for the purposes that were stated when the voters approved the millage. The CIP has to be prepared with some projections as to the amount of money available. The following is a summary of potential funding sources for projects included in a capital improvements program:

### Cash – Fund Balance

The City endeavors to fund capital projects with cash (fund balance) whenever possible. The obvious benefit is the elimination of interest payments and/or other fees and charges associated with debt service.

### Enterprise Funds (reserve) funds

In enterprise financing, funds are accumulated in advance for capital requirements. Enterprise funds not only pay for capital improvements, but also for the day-to-day operations of community services and the debt payment on revenue bonds. The community can set levels for capital projects; however, increases in capital expenditures for water mains, for example, could result in increased rates. Enterprise fund dollars can only be used on projects related to that particular enterprise fund, i.e., only water system funds can only be used on water system funds.

## Bonds

When the City sells bonds, purchasers are, in effect, lending the community money. 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 community pay for them. The City of Plainwell may issue bonds in two forms:

### *General Obligation (G.O.) 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 community is pledged to pay interest and principal to retire the debt. Voter approval is required if the community wants to increase the taxes that it levies and the amount is included in City of Plainwell’s state-imposed debt limits. To minimize the need for property tax increases, the community makes every effort to coordinate new bond issues with the retirement of previous bonds. G.O. bonds are authorized by a variety of state statutes

### *Revenue bonds*

Revenue bonds are sold for projects that produce revenues, such as water and sewer system projects. 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 community state-imposed debt limits because the full faith and credit of the community back them. Revenue bonds are authorized by Public Act of 1933, the Revenue Bond Act.

## Weight and gas tax

Based on a formula set by the State of Michigan, the community of City of Plainwell receives a portion of the tax placed on motor fuel and highway usage in the state. The restrictions placed on the expenditure of these funds insure that they will be spent on transportation-related projects or operations and services. These are commonly called Act 51 funds.

## 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 result from a redevelopment project to pay for project-related public improvements. For purposes of financing activities within Plainwell's downtown district, the Downtown Development Authority adopted a 30-year TIF plan in 1982. Public Act 281 of 1986, the Local Development Finance Authority Act and Public Act 450 of 1980, the Tax Increment Financing Act authorizes TIF.

## Millages

The property tax is a millage that is one of the most important sources of community revenue. The property tax rate is stated in mills (one dollar per \$1,000 of valuation). This rate is applied to a property’s net value, following the application of all exemptions and a 50 percent equalization ratio.

### Federal and state funds

The federal and state governments make funds available to communities through numerous grants and aid programs. Some funds are tied directly to a specific program. The community has discretion (within certain guidelines) over the expenditure of others. For the most part, the community 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, i.e. by those who directly benefit. Local improvements often financed by this method may include new street improvements (including pavement, curb and gutter, sidewalks, etc.), sanitary and storm sewers, and water mains.

### Developer contributions

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

## MISSION STATEMENT, VISION STATEMENT AND GOALS

### Mission

The City of Plainwell is dedicated to delivering high quality services that promote a safe, healthy and quality lifestyle fostered through an open, responsible and cost effective government.

### Vision

Plainwell is a place that is desirable to work, live and visit because of its natural beauty, economic vitality and quality family atmosphere.

### City Council Goals

- Recognize the vital importance of customer service and how it is indistinguishable from the virtues of public service.
- Prioritize resources in a manner that is fiscally responsible and accountable to our residents and businesses.
- Respect, protect and celebrate the Kalamazoo River and other natural features of the City.
- Ensure our community is safe for both our residents and visitors.
- Proactively promote and preserve our existing businesses while ensuring Plainwell is an attractive community to invest in.
- Support the high quality and character of our neighborhoods.

## RELATIONSHIP BETWEEN THE CIP AND THE MASTER PLAN

The CIP is intended to complement the Master Plan to help ensure projects will be completed to meet the goals and objectives of the Master Plan. The CIP is a flexible document that is meant to be re-evaluated and amended each year. At a minimum, the City identifies capital projects to be completed within the next six (6) succeeding years. In some instances, the City will identify projects 10, 20 or 30 years into the future. It is important to note that while capital projects are identified, available resources will not always be readily available. This will require difficult decisions be made in prioritizing potential CIP projects.

## CAPITAL PROJECT CATEGORIES

There are several broad categories in which the City organizes prospective projects, those categories include:

- Utility and Infrastructure
- Public Safety, Health and Welfare
- Community Facilities and Development
- Transportation
- Parks and Open Space
- Motor Pool and Equipment

Within each category, further organization of projects occurs at the department level (water, sewer, streets, etc.)

## SUMMARY AND DETAIL SHEETS

The following section of this plan is divided into two sections, a summary section and an addendum.

### Summary:

The Summary section of this plan provides a quick glimpse of planned projects in each of the six categories.

### Addendum:

The Addendum section of this plan will include a Detail Sheet of each project as well as the corresponding Needs Assessment Scoring Criteria of that project. The Detail Sheet will provide the reader with additional information about the project not found in the Summary section. While not always the case, it is important to note that the information on the Detail Sheet is intended to be completed on projects within the next two to three succeeding years. The Addendum is organized as follows:

|                        |   |
|------------------------|---|
| <b>Addendum 1.....</b> | <b>Utilities &amp; Infrastructure</b>         |
| <b>Addendum 2.....</b> | <b>Transportation</b>                         |
| <b>Addendum 3.....</b> | <b>Public Safety, Health &amp; Welfare</b>    |
| <b>Addendum 4.....</b> | <b>Parks &amp; Open Space</b>                 |
| <b>Addendum 5.....</b> | <b>Community Facilities &amp; Development</b> |
| <b>Addendum 6.....</b> | <b>Motor Pool &amp; Equipment</b>             |

# SUMMARY

| 2019 CIP Projects - City Wide  |       |          |           |             |           |                |
|--------------------------------|-------|----------|-----------|-------------|-----------|----------------|
| Project Title/Description      | FY    | CIP#     | Priority  | Total Cost  | City Cost | Non-City Funds |
| Sherwood Street – Water        | 19-20 | UI-19-01 | Important | \$352,875   | \$352,875 | \$0            |
| Sherwood Street – Sewer        | 19-20 | UI-19-02 | Important | \$277,259   | \$277,259 | \$0            |
| Sherwood Street – Road & Storm | 19-20 | T-19-01  | Important | \$630,134   | \$255,134 | \$375,000      |
| New Restroom – Sherwood Park   | 19-20 | P-19-01  | Desirable | \$60,000    | \$15,000  | \$45,000       |
| Public Works Bld. Insulation   | 19-20 | CF-19-01 | \$10,000  | \$10,000    | \$10,000  | \$0            |
| Police Patrol Vehicle          | 19-20 | MP-19-01 | \$46,000  | \$46,000    | \$46,000  | \$0            |
| Total:                         |       |          |           | \$1,376,268 | \$956,268 | \$420,000      |

Utility and Infrastructure projects provide the framework in which the City delivers services to not only today's residents, but future generations. Typical projects include, but are not limited to: water, sewer, storm water, buildings, communications and other endeavors that seek to meet the needs of a growing and dynamic community.

### UTILITY AND INFRASTRUCTURE SUMMARY

| Project Title/Description                             | FY    | CIP#     | Priority  | Total Cost  | City Cost   | Non-City Funds |
|---|-------|----------|-----------|-------------|-------------|----------------|
| Sherwood Street – Water                               | 19-20 | UI-19-01 | Important | \$352,875   | \$352,875   | \$0            |
| Sherwood Street – Sewer                               | 19-20 | UI-19-02 | Important | \$277,259   | \$277,259   | \$0            |
| Water Meter Replacement - Radio Read City-wide        | 20-21 | UI-20-01 | Important | \$600,000   | \$600,000   | \$0            |
| Well 4 (meter/chemical) upgrade                       | 20-21 | UI-20-02 | Desirable | \$35,000    | \$35,000    | \$0            |
| Digester Coating & Covers Ext.                        | 20-21 | UI-20-03 | Important | \$125,000   | \$125,000   | \$0            |
| Water Tower Painting - Interior                       | 21-22 | UI-21-01 | Important | \$240,000   | \$240,000   | \$0            |
| Obsolete Water Tower Removal                          | 21-22 | UI-21-02 | Desirable | \$85,000    | \$85,000    | \$0            |
| Water Tank Exterior Cleaning                          | 22-23 | UI-22-01 | Desirable | \$10,000    | \$10,000    | \$0            |
| Leak Detection – City Wide                            | 24-25 | UI-23-01 | Desirable | \$10,000    | \$10,000    | \$0            |
| Dystor Cover/Replacement                              | 24-25 | UI-24-01 | Important | \$175,000   | \$175,000   | \$0            |
| Replace Cushman Lift Station                          | 25-26 | UI-25-01 | Important | \$1,000,000 | \$1,000,000 | \$0            |
| Tank Mixer  | 24-25 | UI-26-01 | TBD       | \$56,782    | \$56,782    | \$0            |
| Gas Storage System - Internal Use or Sell Back        | 25-26 | UI-26-02 | TBD       | \$200,000   | \$200,000   | \$0            |
| Methane Scrubbing System - Internal Use               | 25-26 | UI-26-03 | TBD       | \$35,000    | \$35,000    | \$0            |
| N. Main Street Water Relay - Bridge to Bannister 10"  | 26-27 | UI-26-04 | TBD       | \$45,000    | \$45,000    | \$0            |
| Interior Digester - Strip and Coat                    | 27-28 | UI-27-01 | TBD       | \$75,000    | \$75,000    | \$0            |
| Primary Clarifiers - Replace                          | 27-28 | UI-27-02 | TBD       | \$1,100,000 | \$1,100,000 | \$0            |
| Water Tank Exterior Cleaning                          | 27-28 | UI-27-03 | TBD       | \$1,100,000 | \$1,100,000 | \$0            |
| Industrial Parkway Water Loop                         | 28-29 | UI-28-01 | TBD       | \$347,600   | \$347,600   | \$0            |
| VFD - Replace 3 variable frequency drives wells 2-5-7 | 28-29 | UI-28-02 | TBD       | \$10,000    | \$10,000    | \$0            |
| Water Tower Painting - Exterior                       | 28-29 | UI-28-03 | TBD       | \$90,000    | \$90,000    | \$0            |
| 2" Water Main Replacement with 8"-Various Locations   | 29-30 | UI-29-01 | TBD       | \$118,000   | \$118,000   | \$0            |
| Acorn Street - Water Main                             | 32-31 | UI-32-01 | TBD       | \$95,000    | \$95,000    | \$0            |
| Water Tower - Exterior Cleaning                       | 33-34 | UI-33-01 | TBD       | \$10,000    | \$10,000    | \$0            |
| Melrose St. Water Main Replacement                    | 34-35 | UI-34-01 | TBD       | \$88,000    | \$88,000    | \$0            |



Transportation projects center around the City’s network of streets. Investing in our streets is vital to a healthy community since the goods and people that are transported support our economy. The City has over 19.92 miles of road that need to be maintained. In part, the City uses a Pavement Surface Evaluation System (PASER) to prioritize projects. Opportunities to invest in transportation can include street construction and rehabilitation, non-motorized, access management issues and signal technology.

**TRANSPORTATION SUMMARY**

| <b>Project Title/Description</b> | <b>FY</b> | <b>CIP#</b> | <b>Priority</b> | <b>Total Cost</b> | <b>City Cost</b> | <b>Non-City Funds</b> |
|----------------------------------|-----------|-------------|-----------------|-------------------|------------------|-----------------------|
|----------------------------------|-----------|-------------|-----------------|-------------------|------------------|-----------------------|

|  |       |         |           |           |           |           |
|--|-------|---------|-----------|-----------|-----------|-----------|
| Sherwood Street – Road & Storm                       | 19-20 | T-19-01 | Important | \$630,134 | \$255,134 | \$375,000 |
| Cut and Removal – Various, City                      | 20-21 | T-20-21 | Important | \$50,000  | \$50,000  | \$0       |
| Glenview – Old Orchard, Mill/Fill                    | 21-21 | T-21-01 | Important | \$380,000 | \$380,000 | \$0       |
| Union, between Warrant/Church                        | 22-23 | T-22-01 | Important | \$84,000  | \$84,000  | \$0       |
| Jersey Street – Mill/Fill                            | 22-23 | T-22-02 | Important | \$84,000  | \$84,000  | \$0       |
| Michigan/Prospect/Short -Mill/Fill                   | 23-24 | T-23-01 | Important | \$63,000  | \$63,000  | \$0       |
| New Orchard Neighborhood – Overlay/seal              | 23-24 | T-23-02 | Desirable | \$88,000  | \$88,000  | \$0       |
| Roberts, Orchard and Forbes. – Mill/Fill             | 24-25 | T-24-01 | Important | \$99,000  | \$99,000  | \$0       |
| Island Ave – Mill/Fill                               | 24-25 | T-24-02 | Desirable | \$19,250  | \$19,250  | \$0       |
| Acorn/Wakefield Ct.                                  | 25-26 | T-25-01 | Important | \$190,000 | \$190,000 | \$0       |
| Prince Street Ext. – Mill Property, new construction |       |         |           |           |           |           |
| Walnut Woods – Mill/Fill                             |       |         |           |           |           |           |
| Grant Street – Mill/Fill                             |       |         |           |           |           |           |
| Starr Road – Mill/Fill                               |       |         |           |           |           |           |
| Island Avenue – Mill/Fill                            |       |         |           |           |           |           |
| NE Parking Lot – Remove/Repl.                        |       |         |           |           |           |           |
| Oak Street – Mill/Fill                               |       |         |           |           |           |           |
| Morrell Street – Mill/Fill                           |       |         |           |           |           |           |
|  |       |         |           |           |           |           |
|  |       |         |           |           |           |           |
|  |       |         |           |           |           |           |
|  |       |         |           |           |           |           |

Public Safety, Health and Welfare capital improvement investments supports the infrastructure, equipment and training necessary to provide effective emergency response services. The City of Plainwell is a full service Public Safety department. All full-time Public Safety Officers are certified as police, fire and medical first responders. Typical projects include police and fire response vehicles and equipment needed to improve response time, working conditions, and safety for our employees and residents.

**PUBLIC SAFETY, HEALTH AND WELFARE SUMMARY**

| <b>Project Title/Description</b> | <b>FY</b> | <b>CIP#</b> | <b>Priority</b> | <b>Total Cost</b> | <b>City Cost</b> | <b>Non-City Funds</b> |
|----------------------------------|-----------|-------------|-----------------|-------------------|------------------|-----------------------|
|----------------------------------|-----------|-------------|-----------------|-------------------|------------------|-----------------------|

|  |       |          |           |           |           |     |
|--|-------|----------|-----------|-----------|-----------|-----|
| River Rescue Boat - 16' Jon Boat w/30hp                    | 20-21 | PS-20-01 | Important | \$30,000  | \$30,000  | \$0 |
| (3) In-car Video Cameras w/integrated body-cams & software | 21-22 | PS-21-01 | Important | \$16,000  | \$16,000  | \$0 |
| SCBA Compressor Fill Station                               | 22-23 | PS-22-01 | Important | \$40,000  | \$40,000  | \$0 |
| SCBA Pack Replacement (20) Additional Spare Bottles        | 23-24 | PS-23-01 | Important | \$100,000 | \$100,000 | \$0 |
| Fire Truck Replacement                                     |       |          |           | \$600,000 | 600,000   | \$0 |
|  |       |          |           |           |           |     |
|  |       |          |           |           |           |     |
|  |       |          |           |           |           |     |
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|  |       |          |           |           |           |     |

The City of Plainwell has 7 public parks ranging in size from a small roadside pull off of less than an acre, to over 29 acres. Overall park space encompasses 85 acres of land and 7.3% of the City's land use. The City updated its Community Recreation Plan in 2016 which includes additional information about the park system. Capital improvement recommendations within the Community Recreation Plan will be reviewed in concert with the City's Master Plan.

### PARKS AND OPEN SPACE SUMMARY

| Project Title/Description   | FY    | CIP#    | Priority  | Total Cost | City Cost | Non-City Funds |
|---|-------|---------|-----------|------------|-----------|----------------|
| Sherwood Park Bathroom  | 19-20 | P-19-01 | Desirable | \$60,000   | \$15,000  | \$40,000       |
| Pave Lot – Cook Park  | 22-23 | P-22-01 | Moderate  | \$50,100   | \$50,100  | \$50,100       |
| Informational Signage - Riverwalk   | 23-24 | P-23-01 | Moderate  | \$20,000   | \$20,000  | \$20,000       |
| Playground Improvements/Surfacing, Etc. Sherwood Park                           | 23-24 | P-23-02 | Desirable | \$20,000   | \$20,000  | \$20,000       |
| Remove and replace narrow walkway, bench pad – Hicks Park                       | 24-25 | P-24-01 | Desirable | \$10,000   | \$10,000  | \$10,000       |
| Erosion Control – Pell, Hicks, Sherwood Parks                                   | 24-25 | P-24-02 | Important | \$75,000   | \$75,000  | \$75,000       |
| Brush Clearing – Kenyon   | 24-25 | P-24-03 | Moderate  | \$10,000   | \$10,000  | \$10,000       |
| Benches,/Trash Rec/Bike Rack – Kenyon Park                                      | 25-26 | P-25-01 | Desirable | \$10,000   | \$10,000  | \$10,000       |
| Accessible Route to Watercraft Platform - Riverwalk                             |       |         |           |            |           |                |
| Erosion Control – Hicks/City Hall   |       |         |           |            |           |                |
| New Hand Railings – Riverwalk   |       |         |           |            |           |                |
| *Accessible Play structure/New Surfacing – Thurl Cook Park                      |       |         |           |            |           |                |
| Bury/Relocate Electric Lines – Study – Fannie Pell Park                         |       |         |           |            |           |                |
| Remove & Relocate steep walk<5% (6' wide) Landscape Barrier to M89 – Hicks Park |       |         |           |            |           |                |
| Playground (Access Route/Edge Restraint/Surfacing) –Hick Park                   |       |         |           |            |           |                |
| Parking lot repair/access route to Gazebo – Fannie Pell Park                    |       |         |           |            |           |                |

*Parks and Open Space Continued..*

**PARKS AND OPEN SPACE SUMMARY**

| <b>Project Title/Description</b>   | <b>FY</b> | <b>CIP#</b> | <b>Priority</b> | <b>Total Cost</b> | <b>City Cost</b> | <b>Non-City Funds</b> |
|--|-----------|-------------|-----------------|-------------------|------------------|-----------------------|
| Bridge Resurface/New Railings On Trestle Bridge – Sherwood Park                                |           |             |                 |                   |                  |                       |
| Extend Trail to Thurl Cook Park  |           |             |                 |                   |                  |                       |
| Screen "Backdoor" of Businesses (Fence/Landscape) -Riverwalk                                   |           |             |                 |                   |                  |                       |
| Band shell – Alternative Bathroom  |           |             |                 |                   |                  |                       |
| Benches,/Trash Rec/Bike Rack/swings – Hicks Park   |           |             |                 |                   |                  |                       |
| New Fishing Platform/Railings/Accessible Route, landscaping and amenities Riverwalk            |           |             |                 |                   |                  |                       |
| Add benches, trash bins, doggie waste bag - Riverwalk  |           |             |                 |                   |                  |                       |
| Playground Improvements/Surfacing, Etc. Sherwood Park  |           |             |                 |                   |                  |                       |
| Watercraft/Pedestrian Platform Darrow Park   |           |             |                 |                   |                  |                       |
| Installation of concrete path to fields – Kenyon Park  |           |             |                 |                   |                  |                       |
| Benches/Trash/Bike Rack  |           |             |                 |                   |                  |                       |
| Paved Parking Area - Kenyon  |           |             |                 |                   |                  |                       |
| Non-Motorized Trail – Thurl Cook   |           |             |                 |                   |                  |                       |
| Benches,/Trash Rec/Bike Rack/ Drinking Fountain – Thurl Cook                                   |           |             |                 |                   |                  |                       |
| Pedestrian walkway enhancements/extend accessible walk from Riverwalk to parking Sherwood Park |           |             |                 |                   |                  |                       |
| Restroom Improvements- Cook  |           |             |                 |                   |                  |                       |
| Drainage Improvements - Cook   |           |             |                 |                   |                  |                       |
| Security Enhancements - Cook   |           |             |                 |                   |                  |                       |
| Extend Riverwalk to Library  |           |             |                 |                   |                  |                       |
| Designate/install watercraft landing – Sherwood Park   |           |             |                 |                   |                  |                       |
| Access Route (5' wide) – Thurl Cook Park   |           |             |                 |                   |                  |                       |

The City of Plainwell owns and operates a number of facilities throughout the community. Typical projects include, but are not limited to building (plus accessory structures) repairs, maintenance and/or demolition. Additionally, funding for community development planning costs such as the Master Plan, Recreation Plan, Tax Increment Finance Plan (TIFA), Downtown Development Authority Plan (DDA) and Brownfield Redevelopment Plan (BRA) are allocated in this category.

| COMMUNITY FACILITIES & DEVELOPMENT SUMMARY |    |      |          |            |           |                |
|--|----|------|----------|------------|-----------|----------------|
| Project Title/Description                  | FY | CIP# | Priority | Total Cost | City Cost | Non-City Funds |

|   |       |          |           |             |           |          |
|---|-------|----------|-----------|-------------|-----------|----------|
| Public Works Bld. Insulation                | 20-21 | CF-19-02 | Desirable | \$10,000    | \$10,000  | \$0      |
| Mill Demolition – Phase III                 | 21-22 | CF-20-01 | Urgent    | \$5,100,000 | TBD       | TBD      |
| Mill Buildings Roof 15, 16, 10 Spot Repairs | 21-22 | CF-21-01 | Desirable | \$25,700    | \$25,700  | \$25,700 |
| Repair DPW Offices and Equipment Barn       | 21-22 | CF-22-01 | Desirable | \$100,000   | \$100,000 | \$0      |
| City Hall Roof Replacement                  | 22-23 | CF-22-02 | Desirable | \$20,000    | \$20,000  | \$0      |
| Mill Building 12 – Roof, Spot Repairs       |       |          |           |             |           |          |
| Server and Network Upgrades City Wide       |       |          |           |             |           |          |
|   |       |          |           |             |           |          |
|   |       |          |           |             |           |          |
|   |       |          |           |             |           |          |

The Motor Pool and Equipment fund purchases vehicles and equipment that are then used by various departments within the City. The City establishes a rental rate which is paid by each department to that Motor Pool that utilizes the vehicle or and equipment. Typical investments are police and fire vehicles such as a fire truck or police cruiser or vehicles and ancillary equipment used for utility and transportation functions.

| <b>MOTOR POOL &amp; EQUIPMENT SUMMARY</b>             |           |             |                 |                   |                  |                       |
|---|-----------|-------------|-----------------|-------------------|------------------|-----------------------|
| <b>Project Title/Description</b>                      | <b>FY</b> | <b>CIP#</b> | <b>Priority</b> | <b>Total Cost</b> | <b>City Cost</b> | <b>Non-City Funds</b> |
| Police Patrol Vehicle                                 | 19-20     | MP-19-01    | Important       | \$46,000          | \$46,000         | \$0                   |
| Pickup Truck 4  | 20-21     | MP-20-01    | Desirable       | \$25,000          | \$25,000         | \$0                   |
| Police Patrol Vehicle                                 | 20-21     | MP-20-02    | Important       | \$42,000          | \$42,000         | \$0                   |
| Police Patrol Vehicle                                 | 21-22     | MP-21-01    | Important       | \$42,000          | \$42,000         | \$0                   |
| Loader (used pricing)                                 | 22-23     | MP-22-01    | Important       | \$200,000         | \$200,000        | \$0                   |
| Police Patrol Vehicle                                 | 22-21     | MP-22-02    | Important       | \$43,000          | \$43,000         | \$0                   |
| Replacement for Truck 11 ( plow Truck) (used pricing) | 23-24     | MP-23-01    | Important       | \$90,000          | \$90,000         | \$0                   |
| Police Patrol Vehicle                                 | 23-24     | MP-23-02    | Important       | \$45,000          | \$45,000         | \$0                   |
| Police Patrol Vehicle                                 | 24-25     | MP-24-05    | Important       | \$45,000          | \$45,000         | \$0                   |
|   |           |             |                 |                   |                  |                       |
|   |           |             |                 |                   |                  |                       |
|   |           |             |                 |                   |                  |                       |
|   |           |             |                 |                   |                  |                       |
|   |           |             |                 |                   |                  |                       |
|   |           |             |                 |                   |                  |                       |

# ADDENDUM #1

DETAIL SHEET

**UTILITIES & INFRASTRUCTURE**

# DETAIL SHEET

18

**Project Title: Sherwood Street – Water** **Priority:** Important

Category: Utility and Infrastructure (UI) Date of Assessment: 12/27/18

Assessment Prepared By: Erik J. Wilson, City Manager CIP#: UI-19-01

Participating Fund(s): Water Estimated Project Cost: \$352,875

Available Fund(s) for Project: Estimated Start Date: Fall 2019

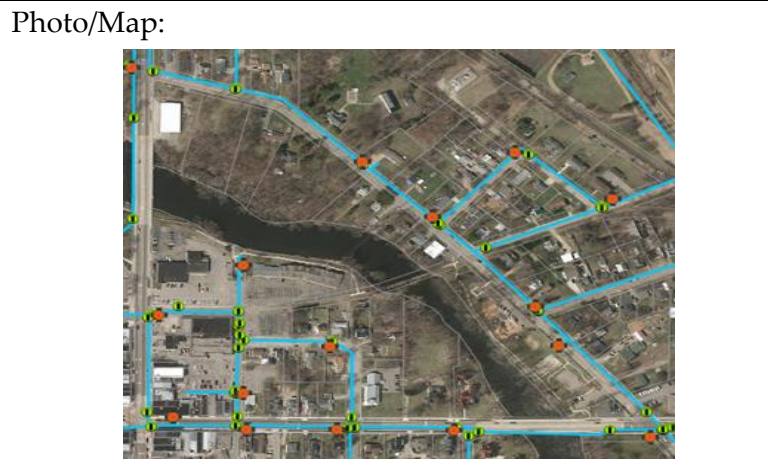
Are any non-City (or potential) funds be used: No

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES: CIP - Council

Description: Replacement of existing water main from Oak Street north to Main Street. Replacement main will be 12-inch. Existing storm will be adjusted north of Mariette St. Abandoned sewer filled with flowable fill.

Basis of Cost Estimate (Check):

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:


20 year water plan - CIP

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score  |
|--|----------|----------------------|-------------------------------|----------------|--|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |  |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 15   |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5  |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12   |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 9  |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 10   |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6  |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 10   |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 10   |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 5px; font-size: 1.2em;">77</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |  |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |  |



# DETAIL SHEET

|   |  |                                   |
|---|--|-----------------------------------|
| <b>Project Title: Sherwood Street – Sewer</b>   |  | <b>Priority:</b> Important        |
| Category: Utility and Infrastructure  |  | Date of Assessment: 10/16/19      |
| Assessment Prepared By: Robert Nieuwenhuis  |  | CIP#: UI-19-02                    |
| Participating Fund(s): Sewer  |  | Estimated Project Cost: \$277,259 |
| Available Fund(s) for Project: Potential Bond   |  | Estimated Start Date: Fall 2019   |
| Are any non-City (or potential) funds be used: No   |  |                                   |
| Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO: <input type="checkbox"/> YES: CIP - Council |  |                                   |
| Description: Lining of all sanitary that will not be replaced. This project is part of the overall Sherwood St. work.   |  |                                   |

|   |   |
|---|---|
| Basis of Cost Estimate (Check):<br><input type="checkbox"/> Cost of comparable facility/equipment<br><input type="checkbox"/> Rule of thumb indicator/unit cost<br><input type="checkbox"/> Ball park – educated guess<br><input checked="" type="checkbox"/> Engineer/architect cost estimate<br><input type="checkbox"/> Preliminary estimate | Photo/Map:<br> |
| Is this project part of an Adopted Program, Policy and or Plan? No <input type="checkbox"/> If yes, identify:<br><div style="border: 1px solid black; padding: 5px; width: fit-content;">                     Identified in Capital Improvement Plan                 </div>   |   |

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score                          |
|--|----------|----------------------|-------------------------------|----------------|--------------------------------|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |                                |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 25                             |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 25                             |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 3                              |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 3                              |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 10                             |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6                              |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 10                             |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 10                             |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> 92 |
| Low  | Moderate | Desirable            | Important                     | Urgent         |                                |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |                                |

# DETAIL SHEET

20

**Project Title: Water Meter Replacement – City Wide Radio Read** **Priority:** Important

Category: Utility and Infrastructure Date of Assessment: 10/16/19

Assessment Prepared By: Robert Nieuwenhuis CIP#: UI-20-01


Participating Fund(s): Water Estimated Project Cost: \$600,000

Available Fund(s) for Project: Potential Bond Estimated Start Date: Fall 2019

Are any non-City (or potential) funds be used: Potential Bond

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Replacement of all meters city wide. Upgrade the meter reading system to radio or cell reads. City Wide back flow prevention and asset management of distribution materials used in all buildings.

|  |   |
|--|---|
| <p><b>Basis of Cost Estimate (Check):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Cost of comparable facility/equipment</li> <li><input checked="" type="checkbox"/> Rule of thumb indicator/unit cost</li> <li><input type="checkbox"/> Ball park – educated guess</li> <li><input type="checkbox"/> Engineer/architect cost estimate</li> <li><input type="checkbox"/> Preliminary estimate</li> </ul> | <p><b>Photo/Map:</b></p>  |
| <p>Is this project part of an Adopted Program, Policy and or Plan? No <input type="checkbox"/> If yes, identify:</p> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <p>20 year water plan - CIP</p> </div>  |   |

| <b>NEEDS ASSESSMENT SCORING CRITERIA</b>               |               | <b>Category</b>      |                               |                | <b>Score</b> |
|--|---------------|----------------------|-------------------------------|----------------|--------------|
| (Multiply Weight x Category Pts. for Total Score)      | <b>Weight</b> | <b>5 Points</b>      | <b>3 Points</b>               | <b>1 Point</b> |              |
| Contributes to health, safety & welfare                | 5             | Removes hazard       | Material contributes          | Minimal        | 15           |
| Needed to comply with local, state or federal law      | 5             | Yes                  | -                             | No             | 25           |
| Project conforms to adopted program, policy or plan    | 4             | Adopted Council plan | Consistent with Admin. policy | No policy      | 3            |
| Project remediates an existing or projected deficiency | 3             | Complete remedy      | Significant remedy            | Minimal remedy | 3            |
| Contributes to the long term needs of the community    | 2             | 20+ Years            | 10-19 Years                   | Less than 10   | 10           |
| Service area of project                                | 2             | Regional             | City-Wide                     | Neighborhood   | 6            |
| Department Priority                                    | 2             | High                 | Medium                        | Low            | 10           |
| Project delivers high level of service                 | 2             | High                 | Medium                        | Low            | 10           |

|                               |          |           |           |         |                             |
|-------------------------------|----------|-----------|-----------|---------|-----------------------------|
| <b>Priority Points Earned</b> |          |           |           |         | <b>Total Project Score:</b> |
| Low                           | Moderate | Desirable | Important | Urgent  |                             |
| 0-24                          | 25-49    | 50-74     | 75-99     | 100-125 |                             |

82

# DETAIL SHEET

21

**Project Title: Well 4 (Meter/Chemical) Upgrade** **Priority:** Desirable

Category: Utility and Infrastructure Date of Assessment: 10/17/2018

Assessment Prepared By: Robert Nieuwenhuis CIP#: UI-20-02

Participating Fund(s): Water Estimated Project Cost: \$35,000

Available Fund(s) for Project: TBD Estimated Start Date: Fall 2020

Are any non-City (or potential) funds be used: Potential Bond

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Well 4 will have pipes redone for a new meter to be installed. Chemical room will be combined with Well 7 with the elimination chlorine gas.

**Basis of Cost Estimate (Check):**

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:  
 20 Year Water Plan - CIP

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score  |
|--|----------|----------------------|-------------------------------|----------------|--|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |  |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 15   |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5  |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12   |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 9  |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 10   |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6  |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 6  |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 10   |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 5px;">73</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |  |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |  |

# DETAIL SHEET

22

**Project Title: Digester Coating & Covers Ext.** **Priority:** Important

Category: Utility and Infrastructure Date of Assessment: 10-17-19

Assessment Prepared By: Bryan Pond CIP#: UI-20-03

Participating Fund(s): Sewer Estimated Project Cost: \$125,000

Available Fund(s) for Project: Cash Estimated Start Date: Fall 2020

Are any non-City (or potential) funds be used: no

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: When the new covers were put on in 2005 the engineering plan did not include coating the interior of the tanks, leaks were treated at the time, new leaks have developed since then.

Basis of Cost Estimate (Check):

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

CIP

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score  |
|--|----------|----------------------|-------------------------------|----------------|--|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |  |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 15   |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 25   |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12   |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 9  |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 6  |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 10   |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 10   |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 6  |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 5px; font-size: large;">93</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |  |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |  |

# DETAIL SHEET

23

**Project Title: Water Tower Painting-Interior** **Priority:** Important

Category: Utility and Infrastructure (UI) Date of Assessment: 10-17-18

Assessment Prepared By: Robert Nieuwenhuis CIP#: UI-21-01

Participating Fund(s): Water Estimated Project Cost: \$240,000

Available Fund(s) for Project: TBD Estimated Start Date: 2021

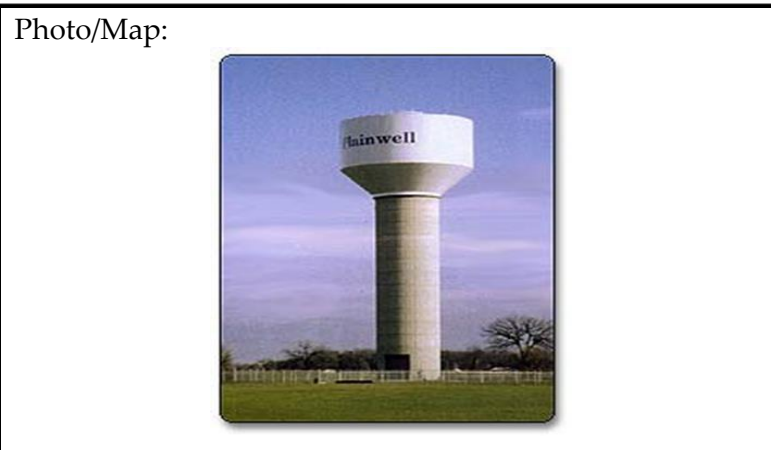
Are any non-City (or potential) funds be used: No – possible bond proceeds

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Drain, clean and paint the interior of the water tower.

Basis of Cost Estimate (Check):

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

20 Year Water Plan - CIP

**NEEDS ASSESSMENT SCORING CRITERIA**


| (Multiply Weight x Category Pts. for Total Score)      | Weight | Category             |                               |                | Score |
|--|--------|----------------------|-------------------------------|----------------|-------|
|  |        | 5 Points             | 3 Points                      | 1 Point        |       |
| Contributes to health, safety & welfare                | 5      | Removes hazard       | Material contributes          | Minimal        | 25    |
| Needed to comply with local, state or federal law      | 5      | Yes                  | -                             | No             | 5     |
| Project conforms to adopted program, policy or plan    | 4      | Adopted Council plan | Consistent with Admin. policy | No policy      | 12    |
| Project remediates an existing or projected deficiency | 3      | Complete remedy      | Significant remedy            | Minimal remedy | 9     |
| Contributes to the long term needs of the community    | 2      | 20+ Years            | 10-19 Years                   | Less than 10   | 10    |
| Service area of project                                | 2      | Regional             | City-Wide                     | Neighborhood   | 6     |
| Department Priority                                    | 2      | High                 | Medium                        | Low            | 6     |
| Project delivers high level of service                 | 2      | High                 | Medium                        | Low            | 10    |

**Priority Points Earned**

|            |                 |                  |                  |               |   |
|------------|-----------------|------------------|------------------|---------------|---|
| <b>Low</b> | <b>Moderate</b> | <b>Desirable</b> | <b>Important</b> | <b>Urgent</b> |   |
| 0-24       | 25-49           | 50-74            | 75-99            | 100-125       | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 2px 10px;">83</span> |

# DETAIL SHEET

|  |  |                                  |
|--|--|----------------------------------|
| <b>Project Title: Obsolete Water Tower Removal</b>   |  | <b>Priority:</b> Desirable       |
| Category: Utility and Infrastructure (UI)  |  | Date of Assessment: 1-10-19      |
| Assessment Prepared By: Erik J. Wilson   |  | CIP#: UI-21-02                   |
| Participating Fund(s): Water   |  | Estimated Project Cost: \$85,000 |
| Available Fund(s) for Project: \$0   |  | Estimated Start Date: 2021       |
| Are any non-City (or potential) funds be used: Potential bond project  |  |                                  |
| Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO: <input checked="" type="checkbox"/> YES: |  |                                  |
| Description: Demolition of former water tower. There is a lease in place for telecommunications that will need to be terminated or co-located prior to demolition.                 |  |                                  |

|  |  |
|--|--|
| <p><b>Basis of Cost Estimate (Check):</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Cost of comparable facility/equipment</li> <li><input type="checkbox"/> Rule of thumb indicator/unit cost</li> <li><input type="checkbox"/> Ball park – educated guess</li> <li><input type="checkbox"/> Engineer/architect cost estimate</li> <li><input type="checkbox"/> Preliminary estimate</li> </ul> | <p><b>Photo/Map:</b></p>  |
| <p>Is this project part of an Adopted Program, Policy and or Plan? No <input type="checkbox"/> If yes, identify:</p> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <p>CIP – estimated was acquired from another community’s construction cost (New Castle, Del.)</p> </div>  |  |

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score   |
|--|----------|----------------------|-------------------------------|----------------|---|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |   |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 15  |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5   |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12  |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 3   |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 10  |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6   |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 6   |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 10  |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 2px 10px;">67</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |   |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |   |

# DETAIL SHEET

**Project Title: Water Tower Exterior Cleaning** **Priority:** Desirable

Category: Utility and Infrastructure (UI) Date of Assessment: 10-17-18

Assessment Prepared By: Robert Nieuwenhuis CIP#: UI-22-01

Participating Fund(s): Water Estimated Project Cost: \$10,000

Available Fund(s) for Project: TBD Estimated Start Date: 2022

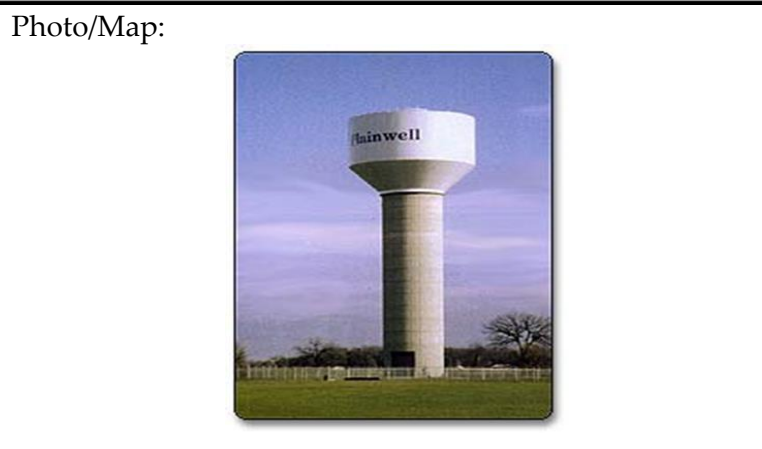
Are any non-City (or potential) funds be used: No

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Power wash exterior of tower

Basis of Cost Estimate (Check):

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate




Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

20 Year Water Plan - CIP

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score   |
|--|----------|----------------------|-------------------------------|----------------|---|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |   |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 15  |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5   |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12  |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 9   |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 2   |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6   |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 6   |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 5   |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 2px 10px;">59</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |   |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |   |

# DETAIL SHEET

|  |  |                                  |
|--|--|----------------------------------|
| <b>Project Title: Leak Detection</b>   |  | <b>Priority:</b> Desirable       |
| Category: Utility and Infrastructure   |  | Date of Assessment: 10-16-18     |
| Assessment Prepared By: Rick Updike  |  | CIP#: UI-23-01                   |
| Participating Fund(s): Water   |  | Estimated Project Cost: \$10,000 |
| Available Fund(s) for Project: Cash  |  | Estimated Start Date: Fall 2024  |
| Are any non-City (or potential) funds be used: TBD   |  |                                  |
| Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO: <input checked="" type="checkbox"/> YES: |  |                                  |
| Description: Conduct city wide leak detection activities at a variety of locations to determine infrastructure improvements.   |  |                                  |

|  |  |
|--|--|
| <p><b>Basis of Cost Estimate (Check):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Cost of comparable facility/equipment</li> <li><input type="checkbox"/> Rule of thumb indicator/unit cost</li> <li><input type="checkbox"/> Ball park – educated guess</li> <li><input checked="" type="checkbox"/> Engineer/architect cost estimate</li> <li><input type="checkbox"/> Preliminary estimate</li> </ul> | <p><b>Photo/Map:</b></p>  |
| <p>Is this project part of an Adopted Program, Policy and or Plan? No <input type="checkbox"/> If yes, identify:</p> <div style="border: 1px solid black; padding: 5px; min-height: 30px;"> <p>CIP</p> </div>  |  |

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score   |
|--|----------|----------------------|-------------------------------|----------------|---|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |   |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 15  |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5   |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12  |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 9   |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 6   |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6   |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 6   |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 6   |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 5px 20px;">65</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |   |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |   |



# DETAIL SHEET

27

**Project Title: Dystor Inflatable Cover/Replacement** **Priority:** Important

Category: Utility and Infrastructure Date of Assessment: 10-16-18

Assessment Prepared By: Bryan Pond CIP#: UI-24-01

Participating Fund(s): Sewer Estimated Project Cost: \$175,000

Available Fund(s) for Project: Cash Estimated Start Date: Fall 2021

Are any non-City (or potential) funds be used: TBD

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Installed in 2005 the cover has an expected lifetime of 15 yrs.

- Basis of Cost Estimate (Check):**
- Cost of comparable facility/equipment
  - Rule of thumb indicator/unit cost
  - Ball park – educated guess
  - Engineer/architect cost estimate
  - Preliminary estimate

Photo/Map:



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

CIP

### NEEDS ASSESSMENT SCORING CRITERIA

| (Multiply Weight x Category Pts. for Total Score)      |  | Category |                      |                               | Score          |         |
|--|--|----------|----------------------|-------------------------------|----------------|---------|
|  |  | Weight   | 5 Points             | 3 Points                      |                | 1 Point |
| Contributes to health, safety & welfare                |  | 5        | Removes hazard       | Material contributes          | Minimal        | 15      |
| Needed to comply with local, state or federal law      |  | 5        | Yes                  | -                             | No             | 5       |
| Project conforms to adopted program, policy or plan    |  | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12      |
| Project remediates an existing or projected deficiency |  | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 15      |
| Contributes to the long term needs of the community    |  | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 6       |
| Service area of project                                |  | 2        | Regional             | City-Wide                     | Neighborhood   | 10      |
| Department Priority                                    |  | 2        | High                 | Medium                        | Low            | 10      |
| Project delivers high level of service                 |  | 2        | High                 | Medium                        | Low            | 10      |

### Priority Points Earned

|      |          |           |           |         |                             |           |
|------|----------|-----------|-----------|---------|-----------------------------|-----------|
| Low  | Moderate | Desirable | Important | Urgent  | <b>Total Project Score:</b> | <b>83</b> |
| 0-24 | 25-49    | 50-74     | 75-99     | 100-125 |                             |           |

# DETAIL SHEET

28

**Project Title: Replace Cushman St Lift Station** **Priority:** Important

Category: Utility and Infrastructure (UI) Date of Assessment: 10-16-18

Assessment Prepared By: Bryan Pond CIP#: UI-25-01

Participating Fund(s): Sewer Estimated Project Cost: \$1,000,000

Available Fund(s) for Project: TBD Estimated Start Date: TBD

Are any non-City (or potential) funds be used: No

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Initial station was constructed in 1950's. In 1980 they built the new station on top of the old wet well from 1950's. Considerable engineering work needs to be completed before work/budget can be established.

Basis of Cost Estimate (Check):

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate

Photo/Map:



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

CIP

### NEEDS ASSESSMENT SCORING CRITERIA

| (Multiply Weight x Category Pts. for Total Score)      |          | Category             |                               |                | Score |
|--|----------|----------------------|-------------------------------|----------------|-------|
| Weight   | 5 Points | 3 Points             | 1 Point                       |                |       |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 15    |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5     |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12    |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 9     |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 10    |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 10    |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 6     |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 10    |

### Priority Points Earned

|      |          |           |           |         |                             |           |
|------|----------|-----------|-----------|---------|-----------------------------|-----------|
| Low  | Moderate | Desirable | Important | Urgent  | <b>Total Project Score:</b> | <b>77</b> |
| 0-24 | 25-49    | 50-74     | 75-99     | 100-125 |                             |           |

# ADDENDUM #2

DETAIL SHEET

## TRANSPORTATION

# DETAIL SHEET

30

**Project Title: Sherwood Street Road & Storm** **Priority:** Important

Category: Transportation Date of Assessment: 12-27-18

Assessment Prepared By: Erik J. Wilson, City Manager CIP#: T-19-01

Participating Fund(s): Major Street Estimated Project Cost: \$630,134

Available Fund(s) for Project: \$502,900 Estimated Start Date: Fall 2019

Are any non-City (or potential) funds to be used: \$375,000 – MDOT, Small Urban Funding Grant will be applied.

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES: Council approval

Description: 2,200 feet of road improvements on Sherwood from Bridge (M89) north to Main Street. Improvements include replacement of existing asphalt, base, curb, storm, gutter repairs and ADA sidewalks ramps.

**Basis of Cost Estimate (Check):**

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

Identified in our Capital Improvement Plan

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score                       |
|--|----------|----------------------|-------------------------------|----------------|-----------------------------|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |                             |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 25                          |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5                           |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 20                          |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 15                          |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 6                           |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6                           |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 10                          |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 10                          |
| <b>Priority Points Earned</b>                          |          |                      |                               |                |                             |
| Low  | Moderate | Desirable            | Important                     | Urgent         | <b>Total Project Score:</b> |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        | 97                          |

# DETAIL SHEET

31

**Project Title:** Cut and Removal – Various, City Wide **Priority:** Important

Category: Transportation Date of Assessment: 10-17-18

Assessment Prepared By: Robert Nieuwenhuis, DPW Superintendent CIP#: T-20-01

Participating Fund(s): Local/Major Street Estimated Project Cost: \$50,000

Available Fund(s) for Project: Major/Local Streets Estimated Start Date: Fall 2021

Are any non-City (or potential) funds be used: No

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: City staff will cut, remove and fill damaged sections of streets in various locations of the City.

**Basis of Cost Estimate (Check):**

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

CIP

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score   |
|--|----------|----------------------|-------------------------------|----------------|---|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |   |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 25  |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5   |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12  |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 9   |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 2   |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 2   |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 10  |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 10  |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 2px 10px;">75</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |   |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |   |

# DETAIL SHEET

32

**Project Title: Glenview - Old Orchard Neighborhood** **Priority:** Important

Category: Transportation Date of Assessment: 10-17-18

Assessment Prepared By: Robert Nieuwenhuis, DPW Superintendent CIP#: T-21-01

Participating Fund(s): Local Street Estimated Project Cost: \$380,000

Available Fund(s) for Project: Major/Local Streets Estimated Start Date: Fall 2021

Are any non-City (or potential) funds be used: No

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Mill and fill approximately 218,000 sq. ft. of asphalt.

**Basis of Cost Estimate (Check):**

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

CIP

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score   |
|--|----------|----------------------|-------------------------------|----------------|---|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |   |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 25  |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5   |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12  |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 9   |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 10  |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 2   |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 10  |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 10  |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 2px 10px;">83</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |   |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |   |

# DETAIL SHEET

33

**Project Title:** Union, between Warrant/Church **Priority:** Important

Category: Transportation Date of Assessment: 5-21-19

Assessment Prepared By: Robert Nieuwenhuis, DPW Superintendent CIP#: T-22-01

Participating Fund(s): Local Street Estimated Project Cost: \$12,000

Available Fund(s) for Project: Major Street Estimated Start Date: Fall 2021

Are any non-City (or potential) funds be used: TBD

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Mill and fill approximately 48,000 sq. ft.

- Basis of Cost Estimate (Check):**
- Cost of comparable facility/equipment
  - Rule of thumb indicator/unit cost
  - Ball park – educated guess
  - Engineer/architect cost estimate
  - Preliminary estimate

Photo/Map:



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

CIP

### NEEDS ASSESSMENT SCORING CRITERIA

| (Multiply Weight x Category Pts. for Total Score)      |          | Category             |                               |                | Score |
|--|----------|----------------------|-------------------------------|----------------|-------|
| Weight   | 5 Points | 3 Points             | 1 Point                       |                |       |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 25    |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5     |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12    |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 15    |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 10    |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 2     |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 10    |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 10    |

### Priority Points Earned

|      |          |           |           |         |   |
|------|----------|-----------|-----------|---------|---|
| Low  | Moderate | Desirable | Important | Urgent  |   |
| 0-24 | 25-49    | 50-74     | 75-99     | 100-125 | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 2px 10px;">89</span> |

# DETAIL SHEET

34

**Project Title: Jersey Street**

**Priority: Important**

Category: Transportation

Date of Assessment: 10-17-18

Assessment Prepared By: Robert Nieuwenhuis, DPW Superintendent

CIP#: T-22-02

Participating Fund(s): Local Street

Estimated Project Cost: \$90,000

Available Fund(s) for Project: TBD

Estimated Start Date: Fall 2021

Are any non-City (or potential) funds be used: No

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Mill and fill approximately 48,000 sq. ft.

Basis of Cost Estimate (Check):

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate

Photo/Map:



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

CIP

### NEEDS ASSESSMENT SCORING CRITERIA

| (Multiply Weight x Category Pts. for Total Score)      |   | Category             |                               |                | Score |
|--|---|----------------------|-------------------------------|----------------|-------|
|  |   | 5 Points             | 3 Points                      | 1 Point        |       |
| Contributes to health, safety & welfare                | 5 | Removes hazard       | Material contributes          | Minimal        | 25    |
| Needed to comply with local, state or federal law      | 5 | Yes                  | -                             | No             | 5     |
| Project conforms to adopted program, policy or plan    | 4 | Adopted Council plan | Consistent with Admin. policy | No policy      | 12    |
| Project remediates an existing or projected deficiency | 3 | Complete remedy      | Significant remedy            | Minimal remedy | 15    |
| Contributes to the long term needs of the community    | 2 | 20+ Years            | 10-19 Years                   | Less than 10   | 10    |
| Service area of project                                | 2 | Regional             | City-Wide                     | Neighborhood   | 2     |
| Department Priority                                    | 2 | High                 | Medium                        | Low            | 10    |
| Project delivers high level of service                 | 2 | High                 | Medium                        | Low            | 10    |

**Priority Points Earned**

Low   
 Moderate   
 Desirable   
 Important   
 Urgent  
0-24   
25-49   
50-74   
75-99   
100-125

**Total Project Score:** 89



# DETAIL SHEET

35

**Project Title:** Michigan - Prospect- Short Street **Priority:** Important

Category: Transportation Date of Assessment: 10-17-18

Assessment Prepared By: Robert Nieuwenhuis, DPW Superintendent CIP#: T-23-01

Participating Fund(s): Local Streets Estimated Project Cost: \$63,000

Available Fund(s) for Project: TBD Estimated Start Date: Fall 2023

Are any non-City (or potential) funds be used: No

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Mill and fill approximately 36,000 sq. ft.

**Basis of Cost Estimate (Check):**

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate

Photo/Map:



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

CIP

### NEEDS ASSESSMENT SCORING CRITERIA

| (Multiply Weight x Category Pts. for Total Score)      |          | Category             |                               |                | Score |
|--|----------|----------------------|-------------------------------|----------------|-------|
| Weight   | 5 Points | 3 Points             | 1 Point                       | Score          |       |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 25    |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5     |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12    |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 15    |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 10    |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 2     |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 10    |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 10    |

### Priority Points Earned

Low
Moderate
Desirable
Important
Urgent

0-24
25-49
50-74
75-99
100-125

**Total Project Score:** 89

# DETAIL SHEET

36

|  |  |                                  |
|--|--|----------------------------------|
| <b>Project Title: New Orchard</b>  |  | <b>Priority:</b> Desirable       |
| Category: Transportation   |  | Date of Assessment: 2-19-19      |
| Assessment Prepared By: Robert Nieuwenhuis, DPW Superintendent   |  | CIP#: T-23-02                    |
| Participating Fund(s): Local Streets   |  | Estimated Project Cost: \$88,000 |
| Available Fund(s) for Project: TBD   |  | Estimated Start Date: TBD        |
| Are any non-City (or potential) funds be used: TBD   |  |                                  |
| Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO: <input checked="" type="checkbox"/> YES: |  |                                  |
| Description: Overlay and seal approximately 142,000 sq. ft. of pavement  |  |                                  |

|   |  |
|---|--|
| <p><b>Basis of Cost Estimate (Check):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Cost of comparable facility/equipment</li> <li><input checked="" type="checkbox"/> Rule of thumb indicator/unit cost</li> <li><input type="checkbox"/> Ball park – educated guess</li> <li><input type="checkbox"/> Engineer/architect cost estimate</li> <li><input type="checkbox"/> Preliminary estimate</li> </ul> <p>Is this project part of an Adopted Program, Policy and or Plan? No <input type="checkbox"/> If yes, identify:</p> <div style="border: 1px solid black; padding: 5px; min-height: 20px;">CIP</div> | <p><b>Photo/Map:</b></p>  |
|---|--|

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score                       |
|--|----------|----------------------|-------------------------------|----------------|-----------------------------|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |                             |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 15                          |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5                           |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12                          |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 9                           |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 2                           |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 2                           |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 6                           |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 10                          |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |                             |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |                             |
|  |          |                      |                               |                | 61                          |

# DETAIL SHEET

37

**Project Title:** Roberts, Orchard and Forbes **Priority:** Important

Category: Transportation Date of Assessment: 5-22-19

Assessment Prepared By: Robert Nieuwenhuis, DPW Superintendent CIP#: T-24-01

Participating Fund(s): Local Streets Estimated Project Cost: \$99,000

Available Fund(s) for Project: TBD Estimated Start Date: TBD

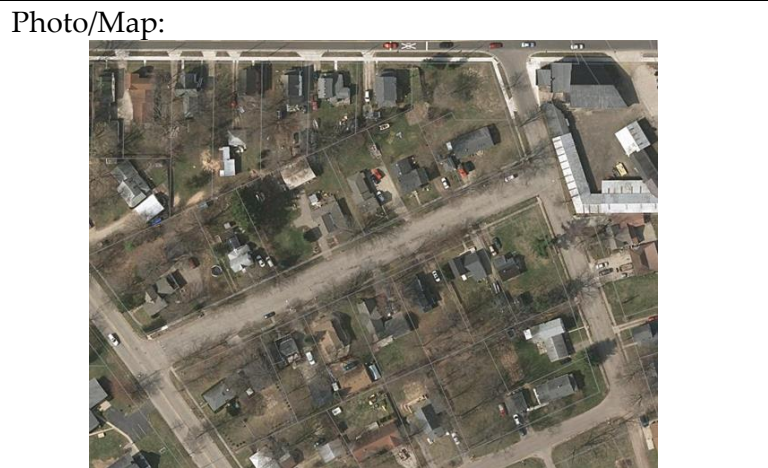
Are any non-City (or potential) funds be used: TBD

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Mill and fill approximately 57,000 sq. ft.

**Basis of Cost Estimate (Check):**

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

CIP

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score  |
|--|----------|----------------------|-------------------------------|----------------|--|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |  |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 25   |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5  |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12   |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 15   |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 10   |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 2  |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 10   |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 10   |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 5px; font-size: 1.2em;">89</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |  |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |  |

# DETAIL SHEET

38

**Project Title: Island Ave.** **Priority:** Desirable

Category: Transportation Date of Assessment: 5-21-19

Assessment Prepared By: Robert Nieuwenhuis, DPW Superintendent CIP#: T-24-02

Participating Fund(s): Local Streets Estimated Project Cost: \$19,250

Available Fund(s) for Project: TBD Estimated Start Date: TBD

Are any non-City (or potential) funds be used: TBD

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Mill and fill approximately 11,000 sq. ft.

**Basis of Cost Estimate (Check):**

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate




Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

CIP

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score                       |
|--|----------|----------------------|-------------------------------|----------------|-----------------------------|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |                             |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 15                          |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5                           |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12                          |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 15                          |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 6                           |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6                           |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 6                           |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 6                           |
| <b>Priority Points Earned</b>                          |          |                      |                               |                |                             |
| Low  | Moderate | Desirable            | Important                     | Urgent         | <b>Total Project Score:</b> |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        | 71                          |

# DETAIL SHEET

|   |  |                                   |
|---|--|-----------------------------------|
| <b>Project Title: Walnut Wood</b>   |  | <b>Priority:</b> Important        |
| Category: Transportation  |  | Date of Assessment: 10-17-18      |
| Assessment Prepared By: Robert Nieuwenhuis, DPW Superintendent  |  | CIP#: T-25-01                     |
| Participating Fund(s): TIFA   |  | Estimated Project Cost: \$178,000 |
| Available Fund(s) for Project: TBD  |  | Estimated Start Date:             |
| Are any non-City (or potential) funds be used:  |  |                                   |
| Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO: <input type="checkbox"/> YES: TIFA Plan |  |                                   |
| Description: Mill and fill approximately 102,000 sq. ft.  |  |                                   |

|   |   |
|---|---|
| <p><b>Basis of Cost Estimate (Check):</b></p> <p><input type="checkbox"/> Cost of comparable facility/equipment</p> <p><input checked="" type="checkbox"/> Rule of thumb indicator/unit cost</p> <p><input type="checkbox"/> Ball park – educated guess</p> <p><input type="checkbox"/> Engineer/architect cost estimate</p> <p><input type="checkbox"/> Preliminary estimate</p> | <p><b>Photo/Map:</b></p>  |
| <p>Is this project part of an Adopted Program, Policy and or Plan? No <input type="checkbox"/> If yes, identify:</p> <div style="border: 1px solid black; padding: 5px; min-height: 30px;"> <p>CIP</p> </div>   |   |

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score  |
|--|----------|----------------------|-------------------------------|----------------|--|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |  |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 15   |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5  |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12   |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 15   |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 6  |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6  |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 10   |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 10   |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 5px;">79</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |  |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |  |

# ADDENDUM #3

DETAIL SHEET

**PUBLIC SAFETY, HEALTH &  
WELFARE**

# DETAIL SHEET

41

**Project Title: DPS Water Rescue Boat** **Priority:** Important

Category: Public Safety - Fire Date of Assessment:

Assessment Prepared By: Bill Bomar CIP#: PS-20-01

Participating Fund(s): Fire Reserve Estimated Project Cost: \$30,000

Available Fund(s) for Project: TBD Estimated Start Date: TBD

Are any non-City (or potential) funds be used: possible USDA with city matching funds

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Description: 16' Rescue One Connector Boat, Aluminum Trailer, Mercury 60/40 Horse Power Jet Drive, 4 Rescue Dry Suits, 4 Life jackets.

Basis of Cost Estimate (Check):

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

CIP

**NEEDS ASSESSMENT SCORING CRITERIA**

| (Multiply Weight x Category Pts. for Total Score) |  | Category             |                               |                | Score |
|---|--|----------------------|-------------------------------|----------------|-------|
| Weight  |  | 5 Points             | 3 Points                      | 1 Point        |       |
| 5   | Contributes to health, safety & welfare                | Removes hazard       | Material contributes          | Minimal        | 25    |
| 5   | Needed to comply with local, state or federal law      | Yes                  | -                             | No             | 5     |
| 4   | Project conforms to adopted program, policy or plan    | Adopted Council plan | Consistent with Admin. policy | No policy      | 12    |
| 3   | Project remediates an existing or projected deficiency | Complete remedy      | Significant remedy            | Minimal remedy | 9     |
| 2   | Contributes to the long term needs of the community    | 20+ Years            | 10-19 Years                   | Less than 10   | 10    |
| 2   | Service area of project                                | Regional             | City-Wide                     | Neighborhood   | 10    |
| 2   | Department Priority                                    | High                 | Medium                        | Low            | 10    |
| 2   | Project delivers high level of service                 | High                 | Medium                        | Low            | 10    |

**Priority Points Earned**

|      |          |           |           |         |                             |
|------|----------|-----------|-----------|---------|-----------------------------|
| Low  | Moderate | Desirable | Important | Urgent  |                             |
| 0-24 | 25-49    | 50-74     | 75-99     | 100-125 | <b>Total Project Score:</b> |

91

# DETAIL SHEET

42

**Project Title: DPS BWC** **Priority: Important**

Category: Public Safety - Police Date of Assessment:

Assessment Prepared By: Bill Bomar CIP#: PS-21-01

Participating Fund(s): Capital Estimated Project Cost: \$16,000

Available Fund(s) for Project: TBD Estimated Start Date: 01/01/2020

Are any non-City (or potential) funds be used: TBD

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Description: In car and body worn cameras for each officer.

- Basis of Cost Estimate (Check):**
- Cost of comparable facility/equipment
  - Rule of thumb indicator/unit cost
  - Ball park – educated guess
  - Engineer/architect cost estimate
  - Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

CIP

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score                       |
|--|----------|----------------------|-------------------------------|----------------|-----------------------------|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |                             |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 25                          |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5                           |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12                          |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 15                          |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 6                           |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6                           |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 6                           |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 10                          |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |                             |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |                             |
|  |          |                      |                               |                | 83                          |



# DETAIL SHEET

43

**Project Title:** DPS SCBA Compressor Fill Station **Priority:** Important

Category: Public Safety - Fire Date of Assessment:

Assessment Prepared By: Bill Bomar CIP#: PS-22-01


Participating Fund(s): Fire Reserve Estimated Project Cost: \$40,000

Available Fund(s) for Project: TBD Estimated Start Date: TBD

Are any non-City (or potential) funds be used: FEMA AFG, application submitted

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Currently the fire department is dependent on another fire department to provide breathing air for our SCBA and cascade bottles.

|  |  |
|--|--|
| <p><b>Basis of Cost Estimate (Check):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Cost of comparable facility/equipment</li> <li><input type="checkbox"/> Rule of thumb indicator/unit cost</li> <li><input type="checkbox"/> Ball park – educated guess</li> <li><input type="checkbox"/> Engineer/architect cost estimate</li> <li><input checked="" type="checkbox"/> Preliminary estimate</li> </ul> | <p><b>Photo/Map:</b></p> <div style="text-align: center;">  </div> |
|--|--|

Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

CIP

| NEEDS ASSESSMENT SCORING CRITERIA |  | Category |  |  | Score |
|-----------------------------------|--|----------|--|--|-------|
|-----------------------------------|--|----------|--|--|-------|

| (Multiply Weight x Category Pts. for Total Score)      | Weight | 5 Points             | 3 Points                      | 1 Point        | Score |
|--|--------|----------------------|-------------------------------|----------------|-------|
| Contributes to health, safety & welfare                | 5      | Removes hazard       | Material contributes          | Minimal        | 15    |
| Needed to comply with local, state or federal law      | 5      | Yes                  | -                             | No             | 5     |
| Project conforms to adopted program, policy or plan    | 4      | Adopted Council plan | Consistent with Admin. policy | No policy      | 4     |
| Project remediates an existing or projected deficiency | 3      | Complete remedy      | Significant remedy            | Minimal remedy | 15    |
| Contributes to the long term needs of the community    | 2      | 20+ Years            | 10-19 Years                   | Less than 10   | 10    |
| Service area of project                                | 2      | Regional             | City-Wide                     | Neighborhood   | 10    |
| Department Priority                                    | 2      | High                 | Medium                        | Low            | 10    |
| Project delivers high level of service                 | 2      | High                 | Medium                        | Low            | 10    |

|                               |          |           |           |         |                             |
|-------------------------------|----------|-----------|-----------|---------|-----------------------------|
| <b>Priority Points Earned</b> |          |           |           |         | <b>Total Project Score:</b> |
| Low                           | Moderate | Desirable | Important | Urgent  |                             |
| 0-24                          | 25-49    | 50-74     | 75-99     | 100-125 |                             |

79

# DETAIL SHEET

**Project Title:** SCBA Pack Replacement **Priority:** Desirable

Category: Public Safety - Fire Date of Assessment:

Assessment Prepared By: Bill Bomar CIP#: PS-23-01

Participating Fund(s): Capital Estimated Project Cost: \$100,000

Available Fund(s) for Project: TBD Estimated Start Date: 09/01/2020

Are any non-City (or potential) funds be used: Potentially Future FEMA AFG application

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Replace firefighting breathing apparatus for existing personnel (20).

- Basis of Cost Estimate (Check):**
- Cost of comparable facility/equipment
  - Rule of thumb indicator/unit cost
  - Ball park – educated guess
  - Engineer/architect cost estimate
  - Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

CIP

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score |
|--|----------|----------------------|-------------------------------|----------------|-------|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |       |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 25    |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5     |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12    |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 15    |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 6     |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6     |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 10    |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 10    |
| <b>Priority Points Earned</b>                          |          |                      |                               |                |       |
| Low  | Moderate | Desirable            | Important                     | Urgent         |       |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |       |
| <b>Total Project Score:</b>                            |          |                      |                               |                | 89    |

# ADDENDUM #4

DETAIL SHEET

**PARKS & OPEN SPACES**

# DETAIL SHEET

46

**Project Title: Sherwood Park Bathroom** **Priority:** Desirable

Category: Parks and Open Spaces Date of Assessment: 2-15-19

Assessment Prepared By: Denise Siegel, Community Development Manager CIP#: P-19-01

Participating Fund(s): General Estimated Project Cost: \$60,000

Available Fund(s) for Project: \$15,000 Estimated Start Date: 09/01 2019

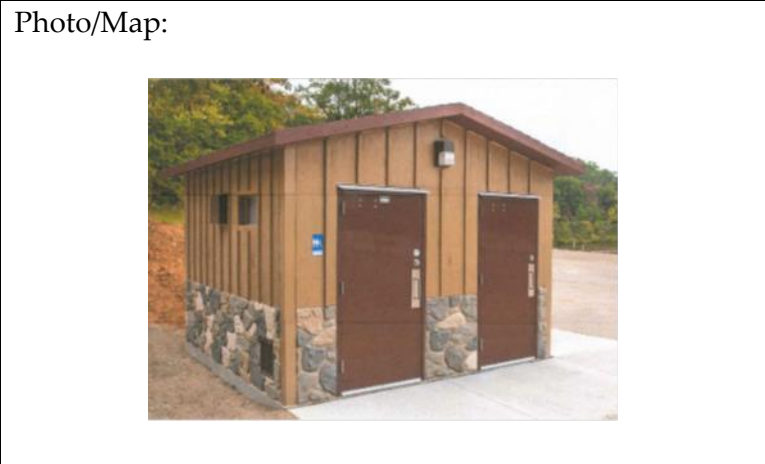
Are any non-City (or potential) funds be used: DNR Grant \$45,000

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES: Council approval

Description: Precast Restroom to be placed in Sherwood Park

**Basis of Cost Estimate (Check):**

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

Community Recreation Plan

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score  |
|--|----------|----------------------|-------------------------------|----------------|--|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |  |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 5  |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5  |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 20   |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 3  |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 10   |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 5  |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 6  |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 6  |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 5px; font-size: 1.2em;">60</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |  |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |  |

# DETAIL SHEET

47

**Project Title: Pave Lot – Cook Park**

**Priority: Moderate**

Category: Parks and Open Space Summary

Date of Assessment: 4/30/19

Assessment Prepared By: Denise Siegel, Community Development Manager

CIP#: P-22-01

Participating Fund(s): General

Estimated Project Cost: \$50,100

Available Fund(s) for Project: TBD

Estimated Start Date: May 2022

Are any non-City (or potential) funds be used: TBD

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Pave parking lot at Cook Park

Basis of Cost Estimate (Check):

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate

Photo/Map:



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

Community Recreation Plan

### NEEDS ASSESSMENT SCORING CRITERIA

### Category

| (Multiply Weight x Category Pts. for Total Score)      | Weight | 5 Points             | 3 Points                      | 1 Point        | Score |
|--|--------|----------------------|-------------------------------|----------------|-------|
| Contributes to health, safety & welfare                | 5      | Removes hazard       | Material contributes          | Minimal        | 5     |
| Needed to comply with local, state or federal law      | 5      | Yes                  | -                             | No             | 5     |
| Project conforms to adopted program, policy or plan    | 4      | Adopted Council plan | Consistent with Admin. policy | No policy      | 20    |
| Project remediates an existing or projected deficiency | 3      | Complete remedy      | Significant remedy            | Minimal remedy | 3     |
| Contributes to the long term needs of the community    | 2      | 20+ Years            | 10-19 Years                   | Less than 10   | 6     |
| Service area of project                                | 2      | Regional             | City-Wide                     | Neighborhood   | 2     |
| Department Priority                                    | 2      | High                 | Medium                        | Low            | 2     |
| Project delivers high level of service                 | 2      | High                 | Medium                        | Low            | 2     |

### Priority Points Earned

Low    Moderate    Desirable    Important    Urgent  
0-24    25-49    50-74    75-99    100-125

**Total Project Score:**

45

# DETAIL SHEET

48

**Project Title: Informational Signage - Riverwalk** **Priority:** Moderate

Category: Parks and Open Space Date of Assessment: 4/30/19

Assessment Prepared By: Denise Siegel, Community Development Manager CIP#: P-23-01

Participating Fund(s): General Estimated Project Cost: \$20,000

Available Fund(s) for Project: TBD Estimated Start Date: TBD

Are any non-City (or potential) funds be used: Possible –some local grants.

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Informational Signage along the Riverwalk

- Basis of Cost Estimate (Check):**
- Cost of comparable facility/equipment
  - Rule of thumb indicator/unit cost
  - Ball park – educated guess
  - Engineer/architect cost estimate
  - Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:  
 Community Recreation Plan

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score   |
|--|----------|----------------------|-------------------------------|----------------|---|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |   |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 5   |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5   |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 20  |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 3   |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 2   |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6   |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 2   |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 2   |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 2px 10px;">45</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |   |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |   |

# DETAIL SHEET

49

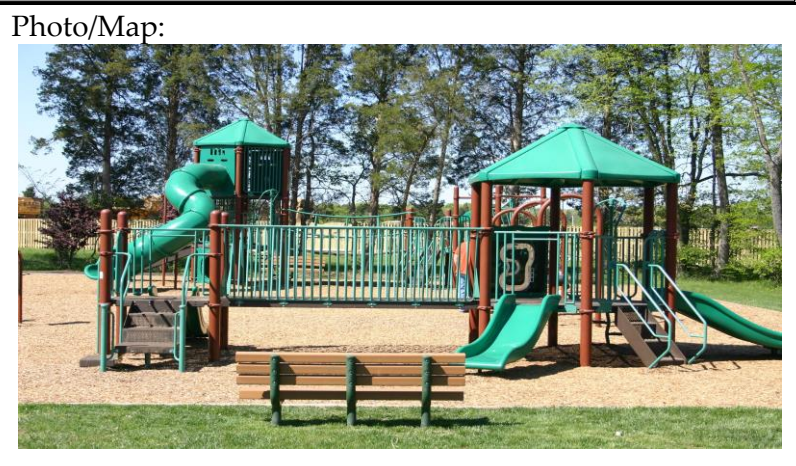
|  |  |                                   |  |
|--|--|-----------------------------------|--|
| <b>Project Title:</b>  |  | <b>Priority:</b> Desirable        |  |
| Category: Playground Improvements  |  | Date of Assessment: 4/30/19       |  |
| Assessment Prepared By: Denise Siegel, Community Development Manager   |  | CIP#: P-23-02                     |  |
| Participating Fund(s): General   |  | Estimated Project Cost: \$20,000  |  |
| Available Fund(s) for Project: TBD   |  | Estimated Start Date: August 2023 |  |
| Are any non-City (or potential) funds be used: TBD   |  |                                   |  |
| Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO: <input checked="" type="checkbox"/> YES: |  |                                   |  |
| Description: Resurface playground areas and upgrades to the playground equipment   |  |                                   |  |

**Basis of Cost Estimate (Check):**

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate

Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

Community Recreation Plan



| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score   |
|--|----------|----------------------|-------------------------------|----------------|---|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |   |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 25  |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5   |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 20  |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 6   |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 6   |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 2   |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 2   |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 6   |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 5px 20px;">72</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |   |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |   |

# DETAIL SHEET

50

**Project Title:** \_\_\_\_\_ **Priority:** Desirable

Category: Parks and Open Space Date of Assessment: 4/30/19

Assessment Prepared By: Denise Siegel, Community Development Manager CIP#: P-24-01

Participating Fund(s): Capital Estimated Project Cost: \$10,000

Available Fund(s) for Project: Estimated Start Date: May 2024

Are any non-City (or potential) funds be used: Possible local grants

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Replace narrow walk way in Hicks Park along with the bench – pad.

- Basis of Cost Estimate (Check):**
- Cost of comparable facility/equipment
  - Rule of thumb indicator/unit cost
  - Ball park – educated guess
  - Engineer/architect cost estimate
  - Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:  
 Community Recreation Plan


| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score   |
|--|----------|----------------------|-------------------------------|----------------|---|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |   |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 25  |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5   |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 20  |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 3   |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 10  |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 2   |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 2   |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 6   |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 2px 10px;">73</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |   |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |   |



# DETAIL SHEET

51

|   |  |                                   |
|---|--|-----------------------------------|
| <b>Project Title:</b>   |  | <b>Priority:</b> Important        |
| Category: Parks and Open Space  |  | Date of Assessment: 04/30/19      |
| Assessment Prepared By: Denise Siegel, Community Development Manager  |  | CIP#: P-24-02                     |
| Participating Fund(s): General / Capital  |  | Estimated Project Cost: \$175,000 |
| Available Fund(s) for Project: TBD  |  | Estimated Start Date: July 2024   |
| Are any non-City (or potential) funds be used:  |  |                                   |
| Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO: <input type="checkbox"/> YES: |  |                                   |
| Description: Erosion control along the Riverwalk in Pell, Hicks and Sherwood Parks  |  |                                   |

|  |  |
|--|--|
| <p><b>Basis of Cost Estimate (Check):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Cost of comparable facility/equipment</li> <li><input type="checkbox"/> Rule of thumb indicator/unit cost</li> <li><input checked="" type="checkbox"/> Ball park – educated guess</li> <li><input type="checkbox"/> Engineer/architect cost estimate</li> <li><input type="checkbox"/> Preliminary estimate</li> </ul> | <p><b>Photo/Map:</b></p>  |
| <p>Is this project part of an Adopted Program, Policy and or Plan? No <input type="checkbox"/> If yes, identify:</p> <div style="border: 1px solid black; padding: 5px; width: fit-content;"> <p>Community Recreation Plan</p> </div>  |  |

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score                       |
|--|----------|----------------------|-------------------------------|----------------|-----------------------------|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |                             |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 25                          |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5                           |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 20                          |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 9                           |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 6                           |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6                           |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 6                           |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 2                           |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |                             |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |                             |
|  |          |                      |                               |                | 79                          |

# DETAIL SHEET

52

**Project Title:** **Priority:** Moderate

Category: Parks and Open Space Date of Assessment: 4/30/19

Assessment Prepared By: Denise Siegel, Community Development Manager CIP#: P-24-03

Participating Fund(s): Estimated Project Cost: \$20,000

Available Fund(s) for Project: Estimated Start Date:

Are any non-City (or potential) funds be used:

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Clear 8 acres of underdeveloped area in Kenyon Park

- Basis of Cost Estimate (Check):**
- Cost of comparable facility/equipment
  - Rule of thumb indicator/unit cost
  - Ball park – educated guess
  - Engineer/architect cost estimate
  - Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:  

Community Recreation Plan

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score  |
|--|----------|----------------------|-------------------------------|----------------|--|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |  |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 5  |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5  |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 20   |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 3  |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 3  |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6  |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 2  |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 2  |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 5px;">46</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |  |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |  |

# DETAIL SHEET

53

**Project Title:** **Priority:** Desirable

Category: Parks and Open Spaces Date of Assessment: 4/30/19

Assessment Prepared By: Erik Wilson, City Manager CIP#: P-25-01

Participating Fund(s): General Estimated Project Cost: \$10,000

Available Fund(s) for Project: TBD Estimated Start Date: TBD

Are any non-City (or potential) funds be used: TBD

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Install new benches, trash receptacles and bike rack at Kenyon Park

**Basis of Cost Estimate (Check):**

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

Community Recreation Plan

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score   |
|--|----------|----------------------|-------------------------------|----------------|---|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |   |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 5   |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5   |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 20  |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 3   |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 6   |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6   |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 6   |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 6   |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 2px 10px;">57</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |   |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |   |

# ADDENDUM #5

DETAIL SHEET



**COMMUNITY FACILITIES &  
DEVELOPMENT**

# DETAIL SHEET

55

**Project Title: Public Works Insulation** **Priority:** Desirable

Category: Community Facilities Date of Assessment: 5-10-19

Assessment Prepared By: Bob Nieuwenhuis, DPW Superintendent CIP#: CF-19-01

Participating Fund(s): Multiple Funds Estimated Project Cost: \$10,000

Available Fund(s) for Project: \$10,000 Estimated Start Date: Winter 2019

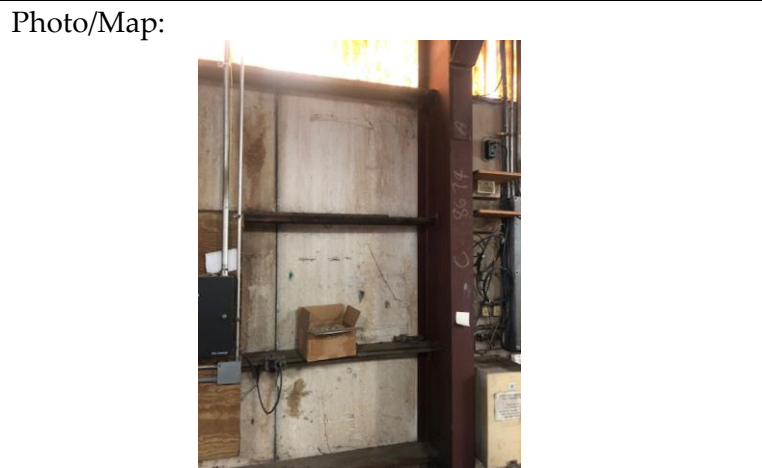
Are any non-City (or potential) funds be used: No

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Add insulation to equipment storage area in DPW yard.

**Basis of Cost Estimate (Check):**

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

No

| NEEDS ASSESSMENT SCORING CRITERIA                      |        | Category             |                               |                | Score |
|--|--------|----------------------|-------------------------------|----------------|-------|
| (Multiply Weight x Category Pts. for Total Score)      | Weight | 5 Points             | 3 Points                      | 1 Point        |       |
| Contributes to health, safety & welfare                | 5      | Removes hazard       | Material contributes          | Minimal        | 5     |
| Needed to comply with local, state or federal law      | 5      | Yes                  | -                             | No             | 5     |
| Project conforms to adopted program, policy or plan    | 4      | Adopted Council plan | Consistent with Admin. policy | No policy      | 4     |
| Project remediates an existing or projected deficiency | 3      | Complete remedy      | Significant remedy            | Minimal remedy | 9     |
| Contributes to the long term needs of the community    | 2      | 20+ Years            | 10-19 Years                   | Less than 10   | 6     |
| Service area of project                                | 2      | Regional             | City-Wide                     | Neighborhood   | 2     |
| Department Priority                                    | 2      | High                 | Medium                        | Low            | 10    |
| Project delivers high level of service                 | 2      | High                 | Medium                        | Low            | 10    |

**Priority Points Earned**

|            |                 |                  |                  |               |  |
|------------|-----------------|------------------|------------------|---------------|--|
| <b>Low</b> | <b>Moderate</b> | <b>Desirable</b> | <b>Important</b> | <b>Urgent</b> |  |
| 0-24       | 25-49           | 50-74            | 75-99            | 100-125       |  |

**Total Project Score:** 51

# DETAIL SHEET

56

**Project Title: Mill Demolition Phase III** **Priority: Urgent**

Category: : Community Facilities Date of Assessment: 3-15-19

Assessment Prepared By: Erik J. Wilson, City Manager CIP#: CF-20-01

Participating Fund(s): TIFA Estimated Project Cost: \$5,100,000

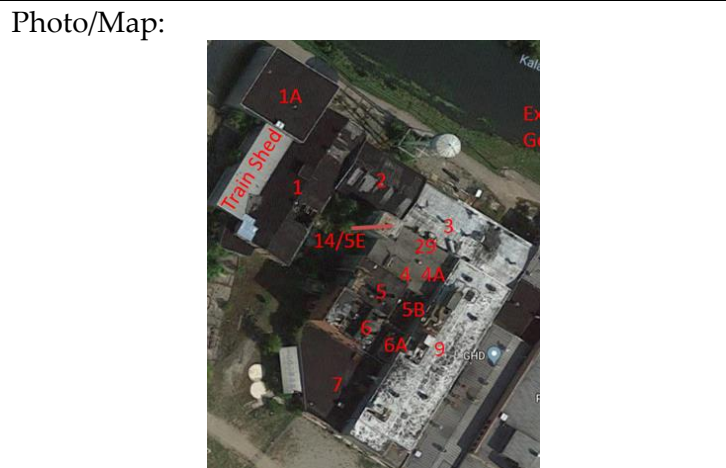
Available Fund(s) for Project: TBD Estimated Start Date: TBD

Are any non-City (or potential) funds be used: Grant funds-various

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Complete demolition of existing mill buildings

- Basis of Cost Estimate (Check):**
- Cost of comparable facility/equipment
  - Rule of thumb indicator/unit cost
  - Ball park – educated guess
  - Engineer/architect cost estimate
  - Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

CIP

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score                       |
|--|----------|----------------------|-------------------------------|----------------|-----------------------------|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |                             |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 25                          |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 25                          |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 20                          |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 9                           |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 10                          |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6                           |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 10                          |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 10                          |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |                             |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |                             |
|  |          |                      |                               |                | 115                         |

# DETAIL SHEET

57

**Project Title: Mill Building Roof Repairs** **Priority:** Desirable

Category: Community Facilities Date of Assessment: 4-25-19

Assessment Prepared By: Bob Nieuwenhuis, DPW Superintendent CIP#: CF-21-01

Participating Fund(s): TIFA Estimated Project Cost: \$25,700

Available Fund(s) for Project: TBD Estimated Start Date: TBD

Are any non-City (or potential) funds be used: No

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Conduct repairs on buildings 15, 16, and 10 of the mill complex

**Basis of Cost Estimate (Check):**

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

CIP

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score  |
|--|----------|----------------------|-------------------------------|----------------|--|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |  |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 15   |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5  |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12   |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 9  |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 6  |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6  |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 6  |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 6  |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 5px; font-size: 1.2em;">65</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |  |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |  |

# DETAIL SHEET

58

**Project Title:** Repair DPW Offices and Equipment Barn **Priority:** Desirable

Category: : Community Facilities Date of Assessment:

Assessment Prepared By: Bob Nieuwenhuis, DPW Superintendent CIP#: CF-22-01

Participating Fund(s): Estimated Project Cost: \$100,000

Available Fund(s) for Project: Estimated Start Date:

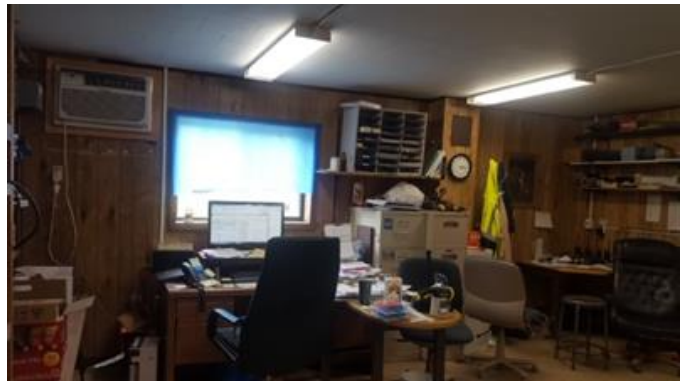
Are any non-City (or potential) funds be used:

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Renovate and upgrade existing DPW offices.

- Basis of Cost Estimate (Check):**
- Cost of comparable facility/equipment
  - Rule of thumb indicator/unit cost
  - Ball park – educated guess
  - Engineer/architect cost estimate
  - Preliminary estimate

Photo/Map:



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score  |
|--|----------|----------------------|-------------------------------|----------------|--|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |  |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 15   |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5  |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 4  |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 9  |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 6  |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 2  |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 6  |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 6  |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 5px;">53</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |  |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |  |



# DETAIL SHEET

59

**Project Title:** City Hall Roof Replacement **Priority:** Desirable

Category: Community Facilities Date of Assessment: 4-25-19

Assessment Prepared By: Bob Nieuwenhuis, DPW Superintendent CIP#: CF-22-02

Participating Fund(s): TIFA Estimated Project Cost: \$20,000

Available Fund(s) for Project: TBD Estimated Start Date: TBD

Are any non-City (or potential) funds be used: TBD

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Replace City Hall roof, total area approximately 14,100 sq. ft.

**Basis of Cost Estimate (Check):**

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate

**Photo/Map:**

Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

CIP

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score  |
|--|----------|----------------------|-------------------------------|----------------|--|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |  |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 15   |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5  |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12   |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 9  |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 6  |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6  |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 6  |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 6  |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 5px; font-size: 1.2em;">65</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |  |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |  |

# ADDENDUM #6

DETAIL SHEET

## MOTOR POOL & EQUIPMENT

# DETAIL SHEET

61

**Project Title: DPS Patrol Vehicle**

**Priority: Important**

Category: Motor Pool

Date of Assessment:

Assessment Prepared By: Bill Bomar, Public Safety Director

CIP#: MP-19-01

Participating Fund(s): Equipment

Estimated Project Cost: \$46,000

Available Fund(s) for Project: TBD

Estimated Start Date: 10-01-2019

Are any non-City (or potential) funds be used: No

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: This patrol car will be an addition to DPS current Fleet.

Basis of Cost Estimate (Check):

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate

Photo/Map:



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

Try to replace patrol vehicles when they reach 5 years and over 100,000 miles.

### NEEDS ASSESSMENT SCORING CRITERIA

| (Multiply Weight x Category Pts. for Total Score)      |   | Category             |                               |                | Score |
|--|---|----------------------|-------------------------------|----------------|-------|
|  |   | 5 Points             | 3 Points                      | 1 Point        |       |
| Contributes to health, safety & welfare                | 5 | Removes hazard       | Material contributes          | Minimal        | 15    |
| Needed to comply with local, state or federal law      | 5 | Yes                  | -                             | No             | 5     |
| Project conforms to adopted program, policy or plan    | 4 | Adopted Council plan | Consistent with Admin. policy | No policy      | 12    |
| Project remediates an existing or projected deficiency | 3 | Complete remedy      | Significant remedy            | Minimal remedy | 15    |
| Contributes to the long term needs of the community    | 2 | 20+ Years            | 10-19 Years                   | Less than 10   | 10    |
| Service area of project                                | 2 | Regional             | City-Wide                     | Neighborhood   | 6     |
| Department Priority                                    | 2 | High                 | Medium                        | Low            | 6     |
| Project delivers high level of service                 | 2 | High                 | Medium                        | Low            | 10    |

### Priority Points Earned

Low
Moderate
Desirable
Important
Urgent  
0-24
25-49
50-74
75-99
100-125

**Total Project Score:**

79

# DETAIL SHEET

62

**Project Title: DPW Pick Up Truck**

**Priority:** Desirable

Category: Motor Pool

Date of Assessment:

Assessment Prepared By: Bob Nieuwenhuis, DPW Superintendent

CIP#: MP-20-01

Participating Fund(s):

Estimated Project Cost: \$25,000

Available Fund(s) for Project:

Estimated Start Date:

Are any non-City (or potential) funds be used:

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Replace truck #4 with new pick-up truck

Basis of Cost Estimate (Check):

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate

Photo/Map:



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

### NEEDS ASSESSMENT SCORING CRITERIA

### Category

| (Multiply Weight x Category Pts. for Total Score)      | Weight | 5 Points             | 3 Points                      | 1 Point        | Score |
|--|--------|----------------------|-------------------------------|----------------|-------|
| Contributes to health, safety & welfare                | 5      | Removes hazard       | Material contributes          | Minimal        | 15    |
| Needed to comply with local, state or federal law      | 5      | Yes                  | -                             | No             | 5     |
| Project conforms to adopted program, policy or plan    | 4      | Adopted Council plan | Consistent with Admin. policy | No policy      | 4     |
| Project remediates an existing or projected deficiency | 3      | Complete remedy      | Significant remedy            | Minimal remedy | 9     |
| Contributes to the long term needs of the community    | 2      | 20+ Years            | 10-19 Years                   | Less than 10   | 6     |
| Service area of project                                | 2      | Regional             | City-Wide                     | Neighborhood   | 6     |
| Department Priority                                    | 2      | High                 | Medium                        | Low            | 10    |
| Project delivers high level of service                 | 2      | High                 | Medium                        | Low            | 10    |

### Priority Points Earned

Low
Moderate
Desirable
Important
Urgent  
0-24
25-49
50-74
75-99
100-125

**Total Project Score:**

65

# DETAIL SHEET

63

**Project Title: DPS Patrol Vehicle**

**Priority:** Important

Category: Motor Pool

Date of Assessment:

Assessment Prepared By: Bill Bomar, Public Safety Director

CIP#: MP-20-02

Participating Fund(s): Equipment

Estimated Project Cost: \$42,000

Available Fund(s) for Project: TBD

Estimated Start Date: 10-01-2020

Are any non-City (or potential) funds be used: No

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: this purchase will replace oldest patrol vehicle in Fleet.

Basis of Cost Estimate (Check):

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate

Photo/Map:



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

Try to replace patrol vehicles when they reach 5 years and over 100,000.

### NEEDS ASSESSMENT SCORING CRITERIA

### Category

| (Multiply Weight x Category Pts. for Total Score)      | Weight | 5 Points             | 3 Points                      | 1 Point        | Score |
|--|--------|----------------------|-------------------------------|----------------|-------|
| Contributes to health, safety & welfare                | 5      | Removes hazard       | Material contributes          | Minimal        | 15    |
| Needed to comply with local, state or federal law      | 5      | Yes                  | -                             | No             | 5     |
| Project conforms to adopted program, policy or plan    | 4      | Adopted Council plan | Consistent with Admin. policy | No policy      | 12    |
| Project remediates an existing or projected deficiency | 3      | Complete remedy      | Significant remedy            | Minimal remedy | 15    |
| Contributes to the long term needs of the community    | 2      | 20+ Years            | 10-19 Years                   | Less than 10   | 10    |
| Service area of project                                | 2      | Regional             | City-Wide                     | Neighborhood   | 6     |
| Department Priority                                    | 2      | High                 | Medium                        | Low            | 6     |
| Project delivers high level of service                 | 2      | High                 | Medium                        | Low            | 10    |

### Priority Points Earned

Low
Moderate
Desirable
Important
Urgent

0-24
25-49
50-74
75-99
100-125


**Total Project Score:**

79

# DETAIL SHEET

64

|  |  |                                  |
|--|--|----------------------------------|
| <b>Project Title:</b> DPS Patrol Vehicle   |  | <b>Priority:</b> Important       |
| Category: Motor Pool   |  | Date of Assessment:              |
| Assessment Prepared By: Bill Bomar, Public Safety Director   |  | CIP#: MP-21-01                   |
| Participating Fund(s): Equipment   |  | Estimated Project Cost: \$42,000 |
| Available Fund(s) for Project: TBD   |  | Estimated Start Date: 10/01/2021 |
| Are any non-City (or potential) funds be used: No  |  |                                  |
| Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO: <input checked="" type="checkbox"/> YES: |  |                                  |
| Description: this purchase will replace oldest patrol vehicle in Fleet.  |  |                                  |

|  |   |
|--|---|
| <p><b>Basis of Cost Estimate (Check):</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Cost of comparable facility/equipment</li> <li><input type="checkbox"/> Rule of thumb indicator/unit cost</li> <li><input type="checkbox"/> Ball park – educated guess</li> <li><input type="checkbox"/> Engineer/architect cost estimate</li> <li><input type="checkbox"/> Preliminary estimate</li> </ul> | <p><b>Photo/Map:</b></p> <div style="text-align: center;">  </div> |
| <p>Is this project part of an Adopted Program, Policy and or Plan? No <input type="checkbox"/> If yes, identify:</p> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <p>Try to replace patrol vehicles when they reach 5 years and over 100,000 miles.</p> </div>  |   |

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score                       |
|--|----------|----------------------|-------------------------------|----------------|-----------------------------|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |                             |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 15                          |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5                           |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12                          |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 15                          |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 10                          |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6                           |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 6                           |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 10                          |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |                             |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |                             |
|  |          |                      |                               |                | 79                          |

# DETAIL SHEET

65

**Project Title: Loader (used)** **Priority: Important**

Category: Motor Pool Date of Assessment: 4-12-19

Assessment Prepared By: Bob Nieuwenhuis, DPW Superintendent CIP#: MP-22-01

Participating Fund(s): Estimated Project Cost: \$200,000

Available Fund(s) for Project: Estimated Start Date:

Are any non-City (or potential) funds be used:

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Seek to purchase used loader. Estimates for new is \$340,000. This piece of equipment is used for leaf pick up, snow removal and other essential operations.

Basis of Cost Estimate (Check):

- Cost of comparable facility/equipment
- Rule of thumb indicator/unit cost
- Ball park – educated guess
- Engineer/architect cost estimate
- Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

| NEEDS ASSESSMENT SCORING CRITERIA                      |        | Category             |                               |                | Score |
|--|--------|----------------------|-------------------------------|----------------|-------|
| (Multiply Weight x Category Pts. for Total Score)      | Weight | 5 Points             | 3 Points                      | 1 Point        |       |
| Contributes to health, safety & welfare                | 5      | Removes hazard       | Material contributes          | Minimal        | 15    |
| Needed to comply with local, state or federal law      | 5      | Yes                  | -                             | No             | 5     |
| Project conforms to adopted program, policy or plan    | 4      | Adopted Council plan | Consistent with Admin. policy | No policy      | 12    |
| Project remediates an existing or projected deficiency | 3      | Complete remedy      | Significant remedy            | Minimal remedy | 15    |
| Contributes to the long term needs of the community    | 2      | 20+ Years            | 10-19 Years                   | Less than 10   | 6     |
| Service area of project                                | 2      | Regional             | City-Wide                     | Neighborhood   | 6     |
| Department Priority                                    | 2      | High                 | Medium                        | Low            | 10    |
| Project delivers high level of service                 | 2      | High                 | Medium                        | Low            | 10    |

|                               |          |           |           |         |                             |
|-------------------------------|----------|-----------|-----------|---------|-----------------------------|
| <b>Priority Points Earned</b> |          |           |           |         | <b>Total Project Score:</b> |
| Low                           | Moderate | Desirable | Important | Urgent  |                             |
| 0-24                          | 25-49    | 50-74     | 75-99     | 100-125 |                             |

79

# DETAIL SHEET

66

**Project Title:** DPS Patrol Vehicle **Priority:** Important

Category: Motor Pool Date of Assessment: 3-15-19

Assessment Prepared By: Bill Bomar, Public Safety Director CIP#: MP-22-02

Participating Fund(s): Equipment Estimated Project Cost: \$43,000

Available Fund(s) for Project: TBD Estimated Start Date: 10-01-2021

Are any non-City (or potential) funds be used: No

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: this purchase will replace oldest patrol vehicle in fleet.

**Basis of Cost Estimate (Check):**  
 Cost of comparable facility/equipment  
 Rule of thumb indicator/unit cost  
 Ball park – educated guess  
 Engineer/architect cost estimate  
 Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:  
 Try to replace patrol vehicles when they reach 5 years and over 100,000 miles.

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score   |
|--|----------|----------------------|-------------------------------|----------------|---|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |   |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 15  |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5   |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12  |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 15  |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 10  |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6   |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 6   |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 10  |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 2px 10px;">79</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |   |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |   |



# DETAIL SHEET

67

**Project Title: Plow Truck – DPW (used)** **Priority:** Important

Category: Motor Pool Date of Assessment: 3-15-19

Assessment Prepared By: Bob Nieuwenhuis, DPW Superintendent CIP#: MP-23-01

Participating Fund(s): Estimated Project Cost: \$90,000

Available Fund(s) for Project: Estimated Start Date:

Are any non-City (or potential) funds be used:

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: Replace plow truck. This piece of equipment hauls snow and leaves as well as plows roads.

- Basis of Cost Estimate (Check):**
- Cost of comparable facility/equipment
  - Rule of thumb indicator/unit cost
  - Ball park – educated guess
  - Engineer/architect cost estimate
  - Preliminary estimate

Photo/Map:



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:

| NEEDS ASSESSMENT SCORING CRITERIA                      |          | Category             |                               |                | Score  |
|--|----------|----------------------|-------------------------------|----------------|--|
| (Multiply Weight x Category Pts. for Total Score)      | Weight   | 5 Points             | 3 Points                      | 1 Point        |  |
| Contributes to health, safety & welfare                | 5        | Removes hazard       | Material contributes          | Minimal        | 15   |
| Needed to comply with local, state or federal law      | 5        | Yes                  | -                             | No             | 5  |
| Project conforms to adopted program, policy or plan    | 4        | Adopted Council plan | Consistent with Admin. policy | No policy      | 12   |
| Project remediates an existing or projected deficiency | 3        | Complete remedy      | Significant remedy            | Minimal remedy | 15   |
| Contributes to the long term needs of the community    | 2        | 20+ Years            | 10-19 Years                   | Less than 10   | 6  |
| Service area of project                                | 2        | Regional             | City-Wide                     | Neighborhood   | 6  |
| Department Priority                                    | 2        | High                 | Medium                        | Low            | 10   |
| Project delivers high level of service                 | 2        | High                 | Medium                        | Low            | 10   |
| <b>Priority Points Earned</b>                          |          |                      |                               |                | <b>Total Project Score:</b> <span style="border: 1px solid black; padding: 5px;">79</span> |
| Low  | Moderate | Desirable            | Important                     | Urgent         |  |
| 0-24   | 25-49    | 50-74                | 75-99                         | 100-125        |  |

# DETAIL SHEET

68

**Project Title: DPS Patrol Vehicle** **Priority:** Important

Category: Motor Pool Date of Assessment: 3-15-19

Assessment Prepared By: Bill Bomar, Public Safety Director CIP#: MP-23-02

Participating Fund(s): Equipment Estimated Project Cost: \$45,000

Available Fund(s) for Project: TBD Estimated Start Date: 10/01/2024

Are any non-City (or potential) funds be used: No

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: this purchase will replace oldest patrol vehicle in Fleet.

**Basis of Cost Estimate (Check):**  
 Cost of comparable facility/equipment  
 Rule of thumb indicator/unit cost  
 Ball park – educated guess  
 Engineer/architect cost estimate  
 Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:  
 Try to replace patrol vehicles when they reach 5 years and over 100,000 miles.

| NEEDS ASSESSMENT SCORING CRITERIA                      |        | Category             |                               |                | Score |
|--|--------|----------------------|-------------------------------|----------------|-------|
| (Multiply Weight x Category Pts. for Total Score)      | Weight | 5 Points             | 3 Points                      | 1 Point        |       |
| Contributes to health, safety & welfare                | 5      | Removes hazard       | Material contributes          | Minimal        | 15    |
| Needed to comply with local, state or federal law      | 5      | Yes                  | -                             | No             | 5     |
| Project conforms to adopted program, policy or plan    | 4      | Adopted Council plan | Consistent with Admin. policy | No policy      | 12    |
| Project remediates an existing or projected deficiency | 3      | Complete remedy      | Significant remedy            | Minimal remedy | 15    |
| Contributes to the long term needs of the community    | 2      | 20+ Years            | 10-19 Years                   | Less than 10   | 10    |
| Service area of project                                | 2      | Regional             | City-Wide                     | Neighborhood   | 6     |
| Department Priority                                    | 2      | High                 | Medium                        | Low            | 6     |
| Project delivers high level of service                 | 2      | High                 | Medium                        | Low            | 10    |

|                               |          |           |           |         |                             |
|-------------------------------|----------|-----------|-----------|---------|-----------------------------|
| <b>Priority Points Earned</b> |          |           |           |         | <b>Total Project Score:</b> |
| Low                           | Moderate | Desirable | Important | Urgent  |                             |
| 0-24                          | 25-49    | 50-74     | 75-99     | 100-125 |                             |
|                               |          |           |           |         | 79                          |

# DETAIL SHEET

69

**Project Title: DPS Patrol Vehicle** **Priority:** Important

Category: Motor Pool Date of Assessment: 3-15-19

Assessment Prepared By: Bill Bomar, Public Safety Director CIP#: MP-24-01

Participating Fund(s): Equipment Estimated Project Cost: \$45,000

Available Fund(s) for Project: TBD Estimated Start Date: 10/01/2024

Are any non-City (or potential) funds be used: No

Prior Approval- Is project included in either the current/prior year adopted budget and if so, who has approved (Board/Council, etc): NO:  YES:

Description: this purchase will replace oldest patrol vehicle in Fleet.

**Basis of Cost Estimate (Check):**  
 Cost of comparable facility/equipment  
 Rule of thumb indicator/unit cost  
 Ball park – educated guess  
 Engineer/architect cost estimate  
 Preliminary estimate



Is this project part of an Adopted Program, Policy and or Plan? No  If yes, identify:  
 Try to replace patrol vehicles when they reach 5 years and over 100,000 miles.

| NEEDS ASSESSMENT SCORING CRITERIA                      |        | Category             |                               |                | Score |
|--|--------|----------------------|-------------------------------|----------------|-------|
| (Multiply Weight x Category Pts. for Total Score)      | Weight | 5 Points             | 3 Points                      | 1 Point        |       |
| Contributes to health, safety & welfare                | 5      | Removes hazard       | Material contributes          | Minimal        | 15    |
| Needed to comply with local, state or federal law      | 5      | Yes                  | -                             | No             | 5     |
| Project conforms to adopted program, policy or plan    | 4      | Adopted Council plan | Consistent with Admin. policy | No policy      | 12    |
| Project remediates an existing or projected deficiency | 3      | Complete remedy      | Significant remedy            | Minimal remedy | 15    |
| Contributes to the long term needs of the community    | 2      | 20+ Years            | 10-19 Years                   | Less than 10   | 10    |
| Service area of project                                | 2      | Regional             | City-Wide                     | Neighborhood   | 6     |
| Department Priority                                    | 2      | High                 | Medium                        | Low            | 6     |
| Project delivers high level of service                 | 2      | High                 | Medium                        | Low            | 10    |

|                               |          |           |           |         |                             |
|-------------------------------|----------|-----------|-----------|---------|-----------------------------|
| <b>Priority Points Earned</b> |          |           |           |         | <b>Total Project Score:</b> |
| Low                           | Moderate | Desirable | Important | Urgent  |                             |
| 0-24                          | 25-49    | 50-74     | 75-99     | 100-125 |                             |
|                               |          |           |           |         | 79                          |

(END)

DRAFT

**MINUTES**  
**Plainwell City Council**  
**April 22, 2019**

1. Mayor Brooks called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Don Mejeur from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-tem Steele and Councilmember Overhuel. Absent: Councilmembers Keeler and Keeney.
5. Approval of Minutes/Summary:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 04/08/2019 regular meeting and the Council Minutes. On voice vote, all voted in favor. Motion passed.**
6. Public Comment: None
7. County Commissioner Report:  
Clerk Kelley provided an update from Commissioner Cain reminding Council that the County is seeking input from the local jurisdictions related to programs and services to be reinstated should the voters reset the County's millage rate during a possible November 2020 Headlee Override ballot request.
8. Agenda Amendments: None
9. Mayor's Report: None.
10. Recommendations and Reports:
  - A. Clerk Kelley reported having received an application from Tokusen HyTech for a tax abatement under Public Act 198. The resolution sets a public hearing for May 28, 2019 and authorizes the City Clerk to issue all notifications related to the application and the Public Hearing.  
**A motion by Steele, seconded by Overhuel, to adopt Resolution 19-09 as presented. On voice vote, all voted in favor. Motion passed.**
  - B. Superintendent Nieuwenhuis reported having received updating cost estimates related to opportunities for grant funding for bridge repairs and improvements. Council authority is required for consideration of grant awards.  
**A motion by Overhuel, seconded by Steele, to adopt Resolution 19-10 authorizing application for grant funding to rehabilitate the North Main and West Bridge Street bridges. On voice vote, all voted in favor. Motion passed.**
  - C. Superintendent Nieuwenhuis reported having identified several items to be sold for auction, seeking Council's approval to do so. He also reported having identified a new zero-turn mower to replace a 1973 John Deere tractor with attachments. The new mower would provide more efficiency in the mowing operation versus the tractor. An employee has offered to match the trade-in value for the tractor, should Council opt to sell the equipment to the employee.  
**A motion by Steele, seconded by Overhuel, to authorize the sale of equipment at auction and to purchase a new zero-turn mower from Steensma Lawn & Power Equipment at a net cost of \$6,940.00, with the sale of the 1973 John Deere to a city employee for trade-in value or greater. On roll-call vote, all voted in favor. Motion passed.**

D. Superintendent Nieuwenhuis reported one component of the SAW Grant was to replace the plotter printer at the DPW facility. An offer has been received to trade-in the current non-functioning printer for \$1,000 to offset the cost of a new printer.

**A motion by Steele, seconded by Overhuel, to approve the trade-in of the existing plotter printer for a new printer from Engineering Supply & Imaging at a net cost of \$4,600.00. On roll-call vote, all voted in favor. Motion passed**

11. Communications:

**A. A motion by Steele, seconded by Overhuel, to accept and place on file the February and March 2019 Public Safety Reports and the March 2019 Water Renewal Report. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

**A motion by Overhuel, seconded by Steele, that the bills be allowed and orders drawn in the amount of \$47,211.22 for payment of same. On a roll call vote, all in favor. Motion passed.**

13. Public Comments: None

14. Staff Comments

Personnel Manager Lamorandier reminded Council of Arbor Day festivities at Cook Park on Friday April 26, 2019 at 12.30pm.

Superintendent Nieuwenhuis presented a slide-show documenting progress of the rebuild of Truck 17, which was largely done by staff over the winter. The rehabilitation will greatly extend the useful life of the truck and saved the city substantial costs. The work was done in-house by staff and is a source of pride for the department. He also noted that streets would be swept this week into next week, weather depending.

Community Development Manager Siegel reported the Farmers Market will open in the Sweetwaters Parking Lot on May 23. She is working on a welcome packet for new businesses. Finally, she announced a May 10 ribbon-cutting event for Ace Insurance.

Clerk/Treasurer Kelley reported working on the budget.

City Manager Wilson briefed Council on previously allocated land for Habitat for Humanity. Due to setback requirements, that land may prove to be unbuildable, so Council may wish to revise its land allocation and offer the vacant parcel on East Bridge, previously authorized for marketing.

15. Council Comments:

None.

16. Adjournment:

**A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:26 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
Brian Kelley  
City Clerk/Treasurer

**MINUTES**  
**Plainwell City Council**  
**May 13, 2019**

1. Mayor Brooks called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Steve Smail from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-tem Steele, Councilmember Keeler, Councilmember Overhuel and Councilmember Keeney. Absent: None.
5. Approval of Minutes/Summary:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 04/22/2019 regular meeting and the Council Minutes. On voice vote, all voted in favor. Motion passed.**
6. Public Comment: None
7. County Commissioner Report:  
Commissioner Cain reported the County is proceeding with a ballot initiative in November 2020 to reset the Headlee Millage rate. The County continues to seek input on programs to be reinstated or supplemented as part of the millage request. He also reported the Commission on Aging is taking bids for delivery services for Meals on Wheels and searching for funding options.
8. Agenda Amendments: None
9. Mayor's Report: None.
10. Recommendations and Reports:
  - A. Community Development Manager Siegel presented an application from Ace Hardware to install a propane tank in the parking area at Anderson and Bannister. Plans were reviewed by the Planning Commission which recommends approval. There was discussion on whether to charge rent for use of the parking spaces or to ask Ace to maintain the grass areas on Anderson as well as the Dumpster Corral.  
**A motion by Overhuel, seconded by Keeler, to approve the site plan for installing a propane tank for Ace Hardware in the city parking lot at Anderson and Bannister. On a voice vote, all voted in favor. Motion passed.**
  - B. Community Development Manager Siegel presented the application for the annual Memorial Day Parade. Public Safety has reviewed the plans for the annual parade set for May 27, 2019.  
**A motion by Overhuel, seconded by Keeney, to approve Special Event Permit 19-02 for the annual Memorial Day Parade for May 27, 2019. On a voice vote, all voted in favor. Motion passed.**
  - C. Community Development Manager Siegel presented the application for the 2019 Plainwell Days Festival, including planned events and road maps. Public Safety has reviewed the plans for the event scheduled for June 13 through 16, 2019. Nancy Moorhouse discussed several of the planned events.  
**A motion by Overhuel, seconded by Keeler, to approve Special Event Permit 19-03 for the Plainwell Days Festival June 13 through 16, 2019. On a voice vote, all voted in favor. Motion passed.**

- D. City Manager Wilson presented a contract with the Michigan Department of Transportation for planned work on North Sherwood Avenue. The State requires a resolution naming the authorized representative for the city to execute all documents related to the contract.  
**A motion by Steele, seconded by Overhuel, to adopt Resolution 19-11 authorizing the City Manager to execute all documents related to the North Sherwood Avenue Construction Project. On a voice vote, all voted in favor. Motion passed.**
- E. Superintendent Nieuwenhuis reported having received quotes for repaving the Sun Theatre Parking Lot after recent Consumers Energy electrical system upgrades. DPW Staff have already removed and replaced some trees.  
**A motion by Steele, seconded by Keeler, to approve the project to pave the Sun Lot with Wyoming Asphalt for \$20,200.00, plus labor. On a roll-call vote, all voted in favor. Motion passed.**
- F. City Manager Wilson briefed Council regarding application to the Michigan Economic Development Corporation for funds that would remove the last portions of the Mill. The application requires bid numbers for removing the selected buildings. The Administration recommends using GHD to engineer this third phase of the Mill Demolition Project at a quoted cost of \$66,030.00  
**A motion by Keeler, seconded by Overhuel, to approve the project with GHD for engineering related to the Mill Demolition Project at a cost not to exceed \$66,030.00. On a roll-call vote, all voted in favor. Motion passed.**
- G. Treasurer Kelley reported that Superintendent Pond having loaned an unused ABS pump to the Village of Martin, which will need to continue to use this pump while its lift stations are being upgraded. Since the city no longer uses this style of pump in its system, it is recommended to sell the pump the Village of Martin for \$500. City Ordinance requires Council approval for all asset sales.  
**A motion by Overhuel, seconded by Steele, to approve the sale of an unused ABS Pump to the Village of Martin for \$500.00. On a roll-call vote, all voted in favor. Motion passed.**
- H. Treasurer Kelley reported having reviewed the listing of approved depositories for city funds as required by the Investment Policy. The current listing for consideration adds United Bank and Arbor Financial Credit Union.  
**A motion by Steele, seconded by Keeler, to adopt Resolution 19-12 to update the listing of approved depositories of city funds. On a voice vote, all voted in favor. Motion passed.**

11. Communications:

- A. **A motion by Steele, seconded by Overhuel, to accept and place on file the April 2019 Investment and Funds Balance Reports and the Draft May 2, 2019 Planning Commission Minutes. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

- A motion by Keeler, seconded by Steele, that the bills be allowed and orders drawn in the amount of \$129,666.97 for payment of same. On a roll call vote, all in favor. Motion passed.**

13. Public Comments: None

14. Staff Comments

Personnel Manager Lamorandier reported interviewing for seasonal help and for a Light Equipment Operator position. An offer has been made for the Light Equipment Operator position. She reported the retirement of Sheryl Gluchowski, DPW Administrative Assistant as of July 31, 2019 and that Cheryl Pickett will be transferred to DPW effective July 1. An offer has been made for a City Hall replacement for Cheryl Pickett. Shirley DeYoung's retirement party will be May 31 from 4pm-6pm at City Hall.

The City of Plainwell is an equal opportunity employer and provider



Superintendent Nieuwenhuis reported the Sun Lot work and that the flower beds are ready for planting on Saturday May 18, 2019.

Community Development Manager Siegel reported the Farmers Market will open in the Sweetwaters Parking Lot on May 23 and the “President Grant” will speak at the school and at City Hall on May 28, 2019.

Clerk/Treasurer Kelley expressed gratitude for Monica Nagel, Clerk for the City of Saugatuck for allowing him to work the May 7, 2019 election as an opportunity to learn more about the election process which will serve to help the citizens of Plainwell.

15. Council Comments:

None.

16. Adjournment:

**A motion by Steele, seconded by Keeler, to adjourn the meeting at 7:38 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
Brian Kelley  
City Clerk/Treasurer