City of Montrose

Capital Improvements Program

Six-Year Capital Improvements Projects Listing

Fiscal Years:

July 1, 2017 - June 30, 2023

Prepared and Produced By:

City of Montrose Planning Commission

Membership
Todd Pangle – Chairman
Frank Taylor Vice – Chairman
Sara Taylor, Secretary
Anthony Brown
Connor Pangle
Amanda Richard
William W. White
October 19, 2017
Capital Improvement Program Narrative Guidelines and Background Information
The State of Michigan statutory requirement for an annually updated six-year capital improvement program prepared by the municipal planning commission is found in the Michigan Planning Enabling Act (Public Act 33 of 2008, as amended) and was thereafter established by the Montrose City Council through enactment of Ordinance No. 402 on November 11, 2008, officially known as the City of Montrose Planning Commission Ordinance.

The City of Montrose Planning Commission Ordinance (No. 402) establishes the requirement that the Planning Commission shall annually prepare and recommend to the Montrose City Council a Capital Improvement Program of public structures and capital improvement projects no later than April 1 each year and for the succeeding six (6) fiscal years time period starting July 1. The Capital Improvement Program is based upon the requirements of the city for all types of public structures and physical infrastructure improvement projects. Commonly, the Capital Improvement Program list of scheduled capital improvement projects is referred to as the “CIP” for the City of Montrose.

Capital improvement program planning and budgeting contains two critical elements in relationship to identified projects and potential sources for funding. The first is that a capital improvements program plan of various projects determined to develop and/or maintain the municipality’s general quality of civic life along with protecting the health, safety and welfare of citizens and properties within the municipal boundaries. The second is the integrated incorporation of the program plan systemically into the adopted annual fiscal year budget and future budget forecasts as the availability of financing means become known and public policy decisions for obligating fiscal resources are formally appropriated by the governing body as a means to acquire and construct each capital improvement project contained within the program plan by applying a comprehensive methodical and deliberative process in reaching decisions rendered on these items.

The Capital Improvement Program is a six-year schedule of all proposed major capital improvement projects, including their relative project priority, cost estimates, methods of financing, and estimated annual operating and maintenance costs for each of the proposed projects. Each year the Capital Improvement Program is revised for the succeeding fiscal year, with completed projects deleted and new priorities established for the identified and enumerated projects named within the program document.

Incorporating the annual six-year Capital Improvement Program project plans into the city council adopted annual fiscal year budget, and future budget forecasting methods as might be used, is primarily geared for the purposes of adjusting the multi-year program of the several projects to the ever-changing needs and circumstances of the City of Montrose. The process also ensures that projects proposed and planned are either completed or reasons are specifically listed explaining the difficulties preventing completion or progress on a given identified project.
At the end of each fiscal year the completed projects during that year are removed from the plan and an additional year of projects are added. As a consequence, the Capital Improvement Program is intentionally designed to be amended on an annual, fiscal year basis. Specific projects may be added or subtracted as the needs and resources of the City of Montrose are adjusted by outside and inside economic and political forces, and thus the Capital Improvement Program is sensitive to and reflects back these evolving variables as change naturally occurs to public circumstances and values at any given point in time. Planning skills coupled with existing conditions—not luck or fortuity—determine the effectiveness on how the Capital Improvement Program performs over a continuum of time over a set period of years.

In addition, it is important to note that the adopted fiscal year budget includes a summary fund balance forecast for all municipal funds, such as the General Fund, Major Streets Fund, Local Streets Fund, Water Fund Sanitary Sewer Fund, DDA Fund, et al, because an effective well-maintained ongoing adopted Capital Improvement Program plan produces an abundant of benefits derived by elected officials, staff, citizens, and other governmental entities including:

1. Coordinating the City’s physical infrastructure conditions planning with its fiscal capabilities in a methodical process ensuring proper fiduciary and stewardship responsibilities by City officials entrusted to perform these important duties;

2. Ensuring that public improvement projects are undertaken in the most desirable order of priority according to prevailing civic values and financial conditions;

3. Assisting in stabilizing property tax and special assessment levies together with public utility rate charges and fees over a period of six (6) years or longer;

4. Producing savings in total capital improvement project costs by promoting better coordination in project professional engineering planning and enhancing a “pay-as-you-go” policy philosophy of capital financing, thereby otherwise sharply reducing the need to incur additional interest and other extra charges for construction projects;

5. Providing adequate time between planning and engaging professional engineering services in advancing construction projects from concepts to completion;

6. Ensuring that the maximum benefit and value of monies invested in public capital improvement projects are derived and thereby reducing financial burdens to taxpayers and rate payers for services to the maximum extent possible;

7. Examining the ongoing relationships to comprehensive fiscal policies and performance on an annual basis;
8. Viewing and permitting municipal construction activities to be better coordinated with other public agencies operating either within or in close geographical region proximity to the City by sharing specific project information in a participatory and democratic manner among responsible public entities; and

9. Applying the most reasonable and responsible equity and fairness when special assessments are levied or bond issues are sold in paying for capital improvement projects in order to produce corresponding and consistent additional value for affected privately owned parcels of property subjected to the additional financial burdens incumbent in construction projects.

Effective and excellently administered capital improvement planning and budgeting afford the governing body and citizens to set priorities for capital expenditures/investments and also ensure maximum physical and value added benefits by using a minimum of capital improvements money through a good, orderly process of project planning coordination, development, scheduling and construction implementation.

A sample of the wide range and variety of capital improvement projects incorporated into the annual fiscal year Capital improvement Program along with several potential criteria used in evaluating each proposed project priority are listed below to serve as a possible aid for the Planning Commission when reviewing several projects given the limited quantity of available money when setting project priorities:

1. Required to comply with promulgated federal or state laws/administrative regulations.

2. Relationship of project source to availability of funding.

3. Impact on annual operating and maintenance expenses.

4. Relationship to overall City fiscal policies and financial capabilities.

5. Project’s readiness for construction implementation.

6. Relationship to overall municipal needs and community quality of life values.

7. Relationship to other projects competing for limited available fiscal resources.

8. Distribution balance of capital improvement projects to various sections of the City.

9. Relationship to adopted Master Plan.

10. Relationship to other adopted community plans (e.g., Parks & Recreation, DDA, neighboring jurisdictions, other community public entities, regional goals, etc.).
All these factors are relevant and should be considered when performing the task of setting project priorities in order to ensure that the best quality of project service is delivered to citizens in the most fiscally prudent manner possible. Most importantly, the proposed list of capital improvement projects should reflect the primary goals, objectives and strategies of the prevailing values contained within the adopted Master Plan plus provide fiscal responsibility within the existing conditions and circumstances of the municipal treasury’s capacities.

After all these relevant factors are carefully scrutinized and considered in a deliberative, judicious process the results are enhanced, ennobled and enriched to best provide guideposts to deliver the highest possible quality of decisions for our citizens and taxpayers in the most fiscally responsible manner.

In conclusion, the proposed priority listing of capital improvement projects should reflect the greatest general good possible in terms of community goals and fiscal capabilities while creating a living legacy from municipal public servants bequeathed to the many succeeding future generations of citizens that follow us in the City of Montrose, decades long after we have perished from our earthly lives.

---

**CITY OF MONTROSE**

**CAPITAL IMPROVEMENT PROJECTS**

**SIX-YEAR PROJECT SUMMARY FISCAL YEAR 2016-2022**

**1. Feher Drive–Saginaw Street to School Property**

Feher Drive is classified as a City Major Street and is on the National Highway System as a Rural Minor Collector, which means that this section of roadway is eligible for federal funding (from Saginaw Street to Park Street), for up to approximately 80% of the road reconstruction costs. Items which are eligible for federal funding include road improvements, storm sewer improvements and drainage facilities (concrete curb and gutter), and partial funding of concrete sidewalk; unfortunately water main is not eligible and would need to be funded locally. This section of roadway is heavily traveled due to its location directly off North Saginaw Street and connecting to the Montrose School District property and community public library facilities. This section of roadway is part of the City’s priority listing because of undersized storm sewer and water main and failing pavement. This project would include:

- Placement of new concrete curb and gutter and enclosed storm sewer, including in-line retention for storm water run-off
- New sand sub base, aggregate base and HMA (asphalt) pavement for the roadway
- New concrete sidewalk as needed
- New asphalt or concrete approaches at each existing lot
2. Leroy Street–Nanita Street to West End  $223,000
Leroy Street is classified as a City Local Street. This section of roadway has existing concrete curb and gutter and enclosed storm sewer, both of which are in relatively good condition. However, the existing water main is in need of replacement, based on the City’s Water Distribution Master Plan. Therefore, this project is not proposed as a complete remove and replace, but is a selected disturbance. This project would include:

- Placement of new water main and water service leads
- Minimal disturbance of existing curb and gutter and roadway
- Milling of existing roadway asphalt
- Joint repair, as necessary
- Placement of new HMA (asphalt) surface

3. Clarke Street Reconstruction & Water Main Line  $200,000
A Clarke Street water main project involves the placement of a new 8-inch ductile iron water line to connect the existing water main along Saginaw Street to Genesee Street. This will replace the existing 6-inch AC water line in place. This work would minimize disturbance to the roadway, therefore, no extended roadwork is proposed.

4. Upgrade Water Reliability Reporting  $10,000
(Project details to be completed.)

5. Water Wells Restoration-Back Up Water Supply Source  $1,300,000
(Project details to be completed.)

6. Annual Sidewalk Replacement & Extension Program  $10,000
(Project details to be completed.)

7. Washington Street–State to Maple Street  $177,000
Washington Street is classified as a City Major Street. This section of roadway is heavily traveled due to its location directly off M-57 and servicing the residential areas in the southeast quadrant of the City. This section of roadway is part of the City’s priority listing because of undersized storm sewer and failing pavement. This project would include:

- Placement of new concrete curb and gutter and enclosed storm sewer, including in-line retention for storm water run-off, if necessary
- Placement of new water hydrants, which meet current standards
- New sand sub base, aggregate base and HMA (asphalt) pavement for the roadway
- New concrete sidewalk at select locations
- New asphalt or concrete approaches at each existing lot
- Creation of parallel parking along a portion of one side of the street

8. Hickory Street-Saginaw Street to Nanita Drive  $1,220,000
Hickory Street is a City Local Street. This section of roadway is an existing paved collector street with no defined drainage courses. This project would include:

- Placement of new concrete curb and gutter and enclosed storm sewer, including in-line retention for storm water run-off
- New sand sub base, aggregate base and HMA (asphalt) pavement for the roadway
- New concrete sidewalk in select places
- New asphalt or concrete approaches at each existing lot
9. Latting & Russell Streets Construction $495,000
Latting and Russell streets are designated City Local Streets under Act 51. These sections of Street are gravel and are located in a single family residential district with open ditches and obsolete, undersized water lines. This project would include:

- Placement of new ductile iron water main, looped at the west end of these two parallel streets for more efficient water flows, pressure and supply
- Placement of new concrete curb and gutter and enclosed storm sewer, including in-line retention for storm water run-off, if required
- New sand sub base, aggregate base and HMA (asphalt) pavement for roadway
- New concrete sidewalk for both sides along the full length of the street
- New asphalt or concrete driveway approaches of each existing lot

10. GIS Software $10,000
(Project details to be completed.)

11. Carlann Street Construction $320,000
Carlann Street is a City Local Street. This section of roadway is a gravel residential street with open ditches. This project would include:

- Placement of new concrete curb and gutter and enclosed storm sewer, including in-line retention for storm water run-off
- New sand sub base, aggregate base and HMA (asphalt) pavement for the roadway
- New concrete sidewalk for both sides along the full length of the road
- New asphalt or concrete approaches at each existing lot

12. Gold Street Construction-Maple to Oak $115,000
(Project details to be completed.)

13. Genesee Street–Maple Street to Russell Street $485,000
South Genesee Street (Maple Street to M-57) and North Genesee Street (M-57 to Hickory Street) are classified as City Major Streets; North Genesee Street (Hickory Street to Russell Street) is classified as a City Local Street. These sections of roadway are heavily traveled due to the location directly off M-57 and servicing the residential areas in the southwest and northwest quadrants of the City as well as the local post office and downtown businesses. This section of roadway is part of the City’s priority listing because of failing pavement and lack of drainage inlets for surface runoff. This project would include:

- Placement of new concrete curb and gutter
- Placement of a complete storm sewer system, included in-line retention
- New sand sub base, aggregate base and HMA (asphalt) pavement for the roadway
- New concrete sidewalk at select locations
- New asphalt or concrete approaches at each existing lot

Creation of parallel parking along the full length of one side of the street for the south two blocks (no parking is proposed from Hickory Street north to Russell Street)

14. Blueberry Park Parking Lot & Land Acquisition $160,000
(Project details to be completed.)
15. City/Lions Park Improvements & Parking Lot
(15. City/Lions Park Improvements & Parking Lot)
(Project details to be completed.)

16. New DPW Facility Complex
(16. New DPW Facility Complex)
(Project details to be completed.)

17. City Offices Building Improvements or New Location & Parking Lot Reconstruction
(17. City Offices Building Improvements or New Location & Parking Lot Reconstruction)
(Project details to be completed.)

18. Community Recreation Complex
(18. Community Recreation Complex)
(Project details to be completed.)

19. Joint City/Township Water Line Extension to M-13
(19. Joint City/Township Water Line Extension to M-13)
(Project details to be completed.)

20. Ray Street Reconstruction
(20. Ray Street Reconstruction)
(Project details to be completed.)

21. Way Finding Signage
(21. Way Finding Signage)
(Project details to be completed.)

<table>
<thead>
<tr>
<th>Priority</th>
<th>Project General Description</th>
<th>Cost Estimates</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Feher Drive Reconstruction</td>
<td>$830,000</td>
<td>TIP, Act 51, Bonds, Assessment</td>
</tr>
<tr>
<td>2</td>
<td>Leroy Street Reconstruction- Nanita to West End</td>
<td>$223,000</td>
<td>TIP, Act 51, Bonds, Assessment, Water/Sewer</td>
</tr>
<tr>
<td>3</td>
<td>Clark Street Reconstruction &amp; Water Main Line</td>
<td>$200,000</td>
<td>TIP, Act 51, Bonds, Assessment, Water/Sewer</td>
</tr>
<tr>
<td>4</td>
<td>Upgrade Water Reliability Reporting</td>
<td>$10,000</td>
<td>Water Fund</td>
</tr>
<tr>
<td>5</td>
<td>Water Wells Restoration Back-Up Water Supply</td>
<td>$1,300,000</td>
<td>Water, Grants, Bonds</td>
</tr>
<tr>
<td>6</td>
<td>Annual Sidewalk Replacement &amp; Extension Program</td>
<td>$10,000</td>
<td>Act 51, Assessments</td>
</tr>
<tr>
<td>7</td>
<td>Washington St. Reconstruction - State to Maple</td>
<td>$177,000</td>
<td>TIP, Act 51, Bonds, Assessment</td>
</tr>
<tr>
<td>8</td>
<td>Hickory Street Reconstruction</td>
<td>$1,220,000</td>
<td>TIP, Act 51, Bonds, Assessment, Water/Sewer</td>
</tr>
<tr>
<td>9</td>
<td>Latting &amp; Russell Street Construction</td>
<td>$495,000</td>
<td>TIP, Act 51, Bonds, Assessment, Water/Sewer</td>
</tr>
<tr>
<td>10</td>
<td>GIS Software</td>
<td>$10,000</td>
<td>Act 51, Bonds, Assessment, Water/Sewer, General Fund</td>
</tr>
<tr>
<td>11</td>
<td>Carl Ann Street Construction</td>
<td>$320,000</td>
<td>Act 51, Water &amp; Sewer, Assessments</td>
</tr>
<tr>
<td>12</td>
<td>Gold Street Construction - Maple to Oak</td>
<td>$115,000</td>
<td>Act 51 &amp; General Fund</td>
</tr>
<tr>
<td>13</td>
<td>Genesee St. Reconstruction Maple to Russell</td>
<td>$485,000</td>
<td>Act 51</td>
</tr>
<tr>
<td>14</td>
<td>Blueberry Park Parking Lot and Land Acquisition</td>
<td>$160,000</td>
<td>Grant, donations, General fund</td>
</tr>
<tr>
<td>15</td>
<td>City/Lions Park Improvements and Parking Lot</td>
<td>$230,000</td>
<td>Grant, donations, General fund</td>
</tr>
<tr>
<td>16</td>
<td>New DPW Facility Complex</td>
<td>$1,110,000</td>
<td>Grant, donations, General fund, water, sewer</td>
</tr>
<tr>
<td>17</td>
<td>City Offices Building Improvement &amp; Parking Lot Reconstruction</td>
<td>$475,000</td>
<td>Grants, General fund</td>
</tr>
<tr>
<td></td>
<td>Project Description</td>
<td>Cost</td>
<td>Funding Sources</td>
</tr>
<tr>
<td>---</td>
<td>---------------------------------------------------------</td>
<td>--------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>18</td>
<td>Community Recreation Complex</td>
<td>$1,250,000</td>
<td>Grants, donations</td>
</tr>
<tr>
<td>19</td>
<td>Joint City/Twp Water Main Extension to M-13</td>
<td>$1,800,000</td>
<td>Township funds, grants, water fund</td>
</tr>
<tr>
<td>20</td>
<td>Ray Street Reconstruction</td>
<td>$600,000</td>
<td>TIP, Act 51, Bonds, Assessment</td>
</tr>
<tr>
<td>21</td>
<td>Way Finding Signage</td>
<td>$30,000</td>
<td>Grants, donations</td>
</tr>
</tbody>
</table>