



AGENDA - Planning Commission

DATE: November 17, 2025 7:00 PM City Council
Chambers

- I. Call to Order
- II. Roll Call
- III. Approval of Meeting Minutes
 - I. Approval of March 6, 2025 Minutes
- IV. Public Comment
- V. Unfinished Business
- VI. New Business
 - I. CIP Review
 - II. Set 2026 Planning Commission Meeting Dates
- VII. Adjournment

Public Comment: Public Comments are limited to three minutes.

Live Stream: The meeting will be livestreamed to the Official City of Grosse Pointe Park YouTube Channel.

Planning Commission MEETING - March 6, 2025
5:30 PM

CALL TO ORDER

Chair Coletta called the meeting to order at 5:39 p.m.

ROLL CALL

MEMBERS PRESENT: Coletta, Vethacke, Saros, Faulken, Koazak, Stachecki (arrived at 5:44)

MEMBERS ABSENT: Hodges

ALSO PRESENT: Warren Rothe, Assistant City Manager, Commission Secretary

Motion by Saros, seconded by Vethacke to excuse Mayor Hodges.

The motion passed unanimously by voice vote.

APPROVAL OF MEETING MINUTES

APPROVAL OF MEETING MINUTES:
APPROVAL OF JANUARY 23, 2025 MINUTES

Motion by Saros, seconded by Vethacke to approve the minutes from January 23, 2025.

The motion passed unanimously by voice vote.

PUBLIC COMMENT

No public comments were given.

UNFINISHED BUSINESS

UNFINISHED BUSINESS:
UPDATE ON ZONING ORDINANCE AND SHORT-TERM RENTALS

Secretary Rothe presented an update on the zoning ordinance implementation, short-term rental registration and answered questions from the Commission.

NEW BUSINESS

Chair Coletta reminded all Commissioners to turn in the Conflict of Interest Disclosure Statement as required by City Code.

ADJOURNMENT

Motion by Saros, seconded by Faulken to adjourn the meeting.

The motion passed unanimously by voice vote.

The meeting adjourned at 5:52 PM.

DRAFT PENDING APPROVAL



PLANNING COMMISSION MEETING

DATE: November 17, 2025

SUBJECT: CIP Review

SUMMARY: The Draft CIP Plan is attached for review. Items are color coded by status:

- Completed (blue)
- Deferred (yellow)
- In progress for (current) FY2026 (pink)

FINANCIAL IMPACT:

RECOMMENDATION: Consider any priority changes / shifts / additions for future years.

PREPARED BY: Cindy Paparelli, Assistant City Manager

| Project Number | Program | Funding Source | Department | Project | FY 2025 | FY 2026 | FY 2027 | FY 2028 | FY 2029 | FY 2030 | Total 6-Year |
|-----------------------|------------------------|-------------------------------|--------------------|--------------------------------------------------|---------------------|---------------------|----------------------|---------------------|---------------------|---------------------|----------------------|
| BF-25-1 | Buildings & Facilities | General Fund | General Government | Cold Storage Building - Design | \$ 50,000 | | | | | | \$ 50,000 |
| BF-26-1 | Buildings & Facilities | General Fund | General Government | Cold Storage Building - Construction | | \$ 300,000 | | | | | \$ 300,000 |
| BF-26-2 | Buildings & Facilities | Street Funds | Public Works | Pave "Beaumont" lot | | \$ 75,000 | | | | | \$ 75,000 |
| BF-26-3 | Buildings & Facilities | Street Funds | Public Works | Pave "Cracked Egg" lot | | \$ 75,000 | | | | | \$ 75,000 |
| BF-27-1 | Buildings & Facilities | General Fund | Parks & Rec | Windmill Pointe Parking Lot | | | \$ 400,000 | | | | \$ 400,000 |
| BF-26-4 | Buildings & Facilities | General Fund | Parks & Rec | Pool Starting Blocks | | \$ 60,000 | | | | | \$ 60,000 |
| BF-25-2 | Buildings & Facilities | General Fund | Parks & Rec | Additional Pickel Ball Courts | \$ 65,000 | | | | | | \$ 65,000 |
| BF-26-5 | Buildings & Facilities | General Fund | Parks & Rec | Lavins Center HVAC (corrected not Tompkins roof) | | \$ 170,000 | | | | | \$ 170,000 |
| BF-27-2 | Buildings & Facilities | General Fund | Parks & Rec | Theatre Seating Replacement | | | \$ 60,000 | | | | \$ 60,000 |
| EQ-25-1 | Equipment | Solid Waste Fund | Public Works | Leaf Vacuum | \$ 175,000 | | | | | | \$ 175,000 |
| EQ-25-2 | Equipment | Solid Waste Fund | Public Works | Loader Leaf Collection Attachment | \$ 30,000 | | | | | | \$ 30,000 |
| EQ-27-1 | Equipment | Solid Waste Fund | Public Works | Replace Woodchipper | | | \$ 100,000 | | | | \$ 100,000 |
| EQ-26-1 | Equipment | Solid Waste Fund | Public Works | Bobcat Replacement Program | | \$ 50,000 | | \$ 50,000 | | | \$ 100,000 |
| EQ-26-2 | Equipment | Financing | Public Works | Replace 2002 Sewer Jetter #99 | | \$ 650,000 | | | | | \$ 650,000 |
| EQ-26-3 | Equipment | General Fund | Public Works | Replace Bucket Truck #XYZ | | \$ 140,000 | | | | | \$ 140,000 |
| EQ-25-3 | Equipment | Water/Sewer | Public Works | Replace JCB Backhoe #59 | \$ 190,000 | | | | | | \$ 190,000 |
| EQ-27-2 | Equipment | Water/Sewer | Public Works | Replace #82 1992 Loader | | | \$ 225,000 | | | | \$ 225,000 |
| EQ-25-4 | Equipment | General Fund | Public Safety | Police/Fire Radio Replacement | \$ 12,500 | | | | | | \$ 12,500 |
| EQ-25-5 | Equipment | General Fund | Public Safety | CCTV/License Plate Readers | \$ 70,000 | | | | | | \$ 70,000 |
| EQ-001 | Equipment | General Fund | Public Safety | Fire Turnout Gear | \$ 14,000 | \$ 14,000 | \$ 14,000 | \$ 14,000 | \$ 14,000 | \$ 14,000 | \$ 84,000 |
| EQ-002 | Equipment | General Fund | Public Safety | Fire Hose Replacement | \$ 5,000 | | \$ 5,000 | | \$ 5,000 | | \$ 15,000 |
| EQ-003 | Equipment | General Fund | Public Safety | Body and Car Camera Replacement | \$ 26,000 | \$ 26,000 | \$ 26,000 | \$ 26,000 | | | \$ 104,000 |
| EQ-27-3 | Equipment | General Fund | Public Safety | MSA Replacement | | | \$ 160,000 | | | | \$ 160,000 |
| IT-25-1 | Information Technology | General Fund | General Government | New City Website | \$ 13,100 | | | | | | \$ 13,100 |
| IT-25-2 | Information Technology | General Fund | Parks & Rec | New Recreation Software | \$ 11,500 | | | | | | \$ 11,500 |
| IT-27-1 | Information Technology | General Fund | General Government | BS&A Cloud Upgrade | | | \$ 200,000 | | | | \$ 200,000 |
| IT-001 | Information Technology | General Fund | General Government | Annual Computer Replacement | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 90,000 |
| IT-26-1 | Information Technology | General Fund | General Government | Server Replacement | | \$ 50,000 | | | | | \$ 50,000 |
| SS-25-1 | Sanitary Sewer | Bonds | Public Works | Priority 1 Sanitary Sewer Repairs | \$ 4,000,000 | | | | | | \$ 4,000,000 |
| SS-27-1 | Sanitary Sewer | Bonds | Public Works | Priority 2 Sanitary Sewer Repairs - Phase 1 | | | \$ 6,500,000 | | | | \$ 6,500,000 |
| SS-29-1 | Sanitary Sewer | Bonds | Public Works | Priority 2 Sanitary Sewer Repairs - Phase 2 | | | | | \$ 6,500,000 | | \$ 6,500,000 |
| SS-001 | Sanitary Sewer | Water/Sewer | Public Works | Annual Sanitary Sewer Maintenance | \$ 250,000 | \$ 250,000 | \$ 400,000 | \$ 200,000 | \$ 200,000 | \$ 200,000 | \$ 1,500,000 |
| STM-25-1 | Storm Sewer | Water/Sewer | Public Works | East Jefferson Sewer Separation | \$ 400,000 | | | | | | \$ 400,000 |
| STM-27-1 | Storm Sewer | Water/Sewer | Public Works | Bishop Road Separation | | | \$ 1,500,000 | | | | \$ 1,500,000 |
| STM-26-1 | Storm Sewer | Water/Sewer | Public Works | Pump Station SCADA Upgrades | | \$ 250,000 | | | | | \$ 250,000 |
| STR-001 | Streets & Sidewalks | Special Assessment | Public Works | Annual Sidewalk Replacement Program | \$ 200,000 | \$ 200,000 | \$ 200,000 | \$ 200,000 | \$ 200,000 | \$ 200,000 | \$ 1,200,000 |
| STR-002 | Streets & Sidewalks | Street Funds | Public Works | Annual Alley Resurfacing | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 900,000 |
| STR-003 | Streets & Sidewalks | Street Funds | Public Works | Annual Preventative Maintenance | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 900,000 |
| STR-004 | Streets & Sidewalks | Street Funds | Public Works | Annual Road Resurfacing Program | \$ 600,000 | \$ 600,000 | \$ 600,000 | \$ 600,000 | \$ 600,000 | \$ 600,000 | \$ 3,600,000 |
| STR-005 | Streets & Sidewalks | Street Funds | Public Works | Annual Tree Trimming Program | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 900,000 |
| VE-25-1 | Vehicles | Building Fund | Building | Purchase new code enforcement vehicle | \$ 40,000 | | | | | | \$ 40,000 |
| VE-001 | Vehicles | General Fund | Public Safety | Public Safety Patrol Vehicles | \$ 80,000 | \$ 80,000 | \$ 80,000 | \$ 80,000 | \$ 80,000 | \$ 80,000 | \$ 480,000 |
| VE-002 | Vehicles | Water/Sewer | Public Works | 3/4 ton Truck Replacement Program | | | \$ 100,000 | \$ 50,000 | \$ 50,000 | | \$ 200,000 |
| WTR-001 | Water Distribution | Water/Sewer | Public Works | Annual Watermain Replacements | \$ 1,300,000 | \$ 1,300,000 | \$ 1,300,000 | \$ 1,300,000 | \$ 1,300,000 | \$ 1,300,000 | \$ 7,800,000 |
| WTR-25-1 | Water Distribution | Financing | Public Works | Water Meter Replacement - Whole City | \$ 1,500,000 | | | | | | \$ 1,500,000 |
| WTR-25-2 | Water Distribution | Water/Sewer | Public Works | Water System Reliability Study | \$ 50,000 | | | | | | \$ 50,000 |
| HIGHLIGHT CATEGORIES: | COMPLETED (BLUE) | IN PROGRESS FY26 (PINK) | | | | | | | | | |
| | DEFERRED (YELLOW) | COMPLETED VIA DONATION (GREY) | | | | | | | | | |
| Totals: | | | | | \$ 9,547,100 | \$ 4,755,000 | \$ 12,335,000 | \$ 2,985,000 | \$ 9,414,000 | \$ 2,859,000 | \$ 41,895,100 |



CITY OF GROSSE POINTE PARK
2024-2030 CAPITAL IMPROVEMENT PLAN

Prepared by Planning Commission: 3/18/2024

Adopted by City Council: 5/14/2024

Introduction

The City of Grosse Pointe Park's Capital Improvements Plan (CIP) is a multi-year planning instrument used to identify needs and financing sources for public infrastructure improvements. The purpose of a CIP is to facilitate the orderly planning of infrastructure improvements; to maintain, preserve, and protect the community's existing infrastructure system; and to provide for the acquisition or scheduled 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 goals and policies of the governing body and the residents of the community. Each year, proposed projects in the CIP are brought forth to the Planning Commission and City Council to use in the adoption of the plan as well as incorporation in the annual budget.

CIP Program Categories

Capital and infrastructure projects are organized in the 6-Year CIP in the following categories:

Buildings & Facilities

The City is responsible for maintaining the City Hall complex, DPW Yard, and Park and Recreation facilities. Funding sources for facility maintenance and repair are limited, are typically funded by the General Fund.

Vehicles & Equipment

The City maintains a comprehensive inventory of vehicles and equipment for use in front-line and day-to-day operations across all departments. Throughout the plan, traditional vehicles such as light-duty pick-ups, and public safety patrol cars are classified as "Vehicles." Other pieces of equipment such as road maintenance and firefighting tools are classified as "Equipment." Funding sources for vehicles and equipment vary depending on the department the equipment is for.

Information Technology

The City's IT infrastructure utilizes several physical servers, over 50 computers, an IP phone system, and numerous software applications. Funding sources for IT projects vary depending on the department the equipment is for.

Streets & Sidewalks

The City maintains 36.7 miles of roads. Street improvements are generally financed through accumulated resources in the Major and Local Road Funds (Act 51 payments) as well as proceeds from the City's Road millage. Annual maintenance (planting, trimming, and removal) of trees in the City's right-of-way are included in the Streets and Sidewalk program. In addition to the City's Street network – which is classified by the State under Act 51 as Major and Local streets – there are several miles of alleys, primarily in the TIFA District. Act 51 funds cannot be used to maintain the alleys.

Storm Sewer

Storm sewer funding is allocated to provide for the ongoing maintenance and repair of the existing stormwater system, such as cleaning and televising, and repairs and replacement of failed storm sewer sections. The City maintains 29.5 miles of storm sewers. Projects to enhance the Patterson Pump Station and expand the storm sewer system are included in the program as well. Maintenance and enhancements to the storm sewer system will be primarily funded

through increases to user charges, debt financing, and proceeds from the City's infrastructure millage.

Sanitary Sewer

Sanitary sewer funding is allocated to provide for ongoing maintenance including lining of sanitary sewer mains and manholes, spot repairs, and replacement of damaged main segments. The City maintains 48.5 miles of sanitary sewer main, 676 manholes, and the Jefferson Avenue Pump Station. Maintenance and enhancements to the sanitary sewer system will be primarily funded through increases in user charges, debt financing, and proceeds from the City's infrastructure millage.

Water Distribution

The City maintains 35.3 miles of water mains, most of which are past their expected lifespan. The City also maintains approximately 4,000 water meters, 66 hydrants, 260 gate valves, and has approximately 2,025 lead service lines. Maintenance and enhancements to the water distribution system will be primarily funded through increases in user charges, debt financing, and proceeds from the City's infrastructure millage.

CIP Annual Adoption and Implementation

Project Submissions: New projects are submitted annually by Staff and Boards/Commissions to the Grosse Pointe Park Leadership Team (Department Heads) and will be evaluated on the following criteria:

- Does the project contribute to health, safety, welfare, and quality of life for residents?
- Is the project required to comply with a state or federal law?
- Does the project conform with adopted programs, policies, or plans?
- Does the project remediate an existing or projected deficiency?
- Will the project upgrade facilities?
- What is the service area impact of the project?
- Does the project deliver a level of service desired by the community?

Grosse Pointe Park Leadership Team: reviews all projects recommended from various areas of expertise, evaluates the prioritization of projects, considers funding options, and presents the recommendation to the Planning Commission.

City Manager: clarifies any issues, finalizes, approves, and presents the CIP draft to the Planning Commission and City Council.

Planning Commission: reviews the City Manager's proposed plan, receives public input, conducts workshops (if necessary), prepares the plan, and requests the City Council to consider adoption.

City Council: is requested to adopt the CIP by the Planning Commission and use the CIP as a guiding tool in the adoption of the annual budget in accordance with the governing body goals and objectives.

Grosse Pointe Park Residents: are encouraged to participate in plan development by working with various boards and commissions, attending meetings. As always, communication is open between residents, governing body representatives, Planning Commission representatives, and staff.

Capital Improvement Plan vs Annual Operating Budget

The Capital Improvement Plan and Annual Operating Budget are two critical documents prepared each year. The relationship between these two documents is summarized by the following points:

Capital Improvement Plan

- Represents a long-term financial plan, including funding sources.
- Establishes priorities and serves as a planning document or blueprint for the City's investment in capital infrastructure.
- Provides a breakdown of major project costs and their phasing.
- Does not appropriate money.
- As indicated by the above points, the Annual Operating Budget is the document which authorizes the actual funding for the major and non-major capital projects.

Annual Operating Budget

- Appropriates money to implement the first year of the Six-Year Capital Improvement plan.
- Appropriates money to implement the current year's phase of a major, multi-year project.
- Appropriates money for operating expenditures and expenditures of a continuing nature.

Capital Improvement Plan Guidelines & Benefits

There are several key guidelines the Administration utilized in determining the City's fiscal capacity to complete capital projects over the next six years. These are summarized as follows:

There are many benefits of an effective and ongoing capital improvement plan, including:

- Coordination of the community's physical planning with its fiscal planning capabilities;
- Ensuring that public improvements are undertaken in the most desirable order of priority;
- Assisting in stabilization of tax and utility rates and other charges over a period of years;
- Producing savings in total project costs by promoting a "pay as you go" policy of capital financing thereby reducing interest expense and financing costs;
- Providing adequate time for planning and engineering of proposed projects;
- Ensuring the maximum benefit of the monies expended for public improvements; and
- Scheduling municipal construction activities to be better coordinated with those of other public agencies within the community.

As a regional service center, the City of Grosse Pointe Park streets, utilities (water, sewer, stormwater) public facilities and parks serve much more than the City's 11,495 residents, therefore, the capital needs are many and will certainly surpass available resources. Capital improvement planning and budgeting encourages the early identification of individual and related projects to reflect the goals and objectives established in the City's Master Plan and other planning documents.

Funding Sources

Funding for capital improvement projects can come from a variety of sources, each with accompanying restrictions and limitations. The following is a summary of funding sources for projects included in the CIP.

Bonds

When the City of Grosse Pointe Park sells bonds, purchasers are, in effect, lending the community money. The money is repaid, with interest, from taxes or other revenues over the years. The logic behind issuing bonds 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.

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 the City'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. At the end of Fiscal Year 2023, the City had \$2.4 million in outstanding g.o. bonds that are funded through a voter-approved debt millage.

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 City's state-imposed debt limit because the full faith and credit of the community backs them. Revenue bonds are authorized by Public Act XX of 1933, the Revenue Bond Act. The City currently has no outstanding revenue bonds.

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 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 are sidewalk improvements.

Tax Increment Financing (TIF)

TIF is a municipal financing tool that can be used to renovate or develop declining areas while improving their tax base. TIF applies the increase in various state and local property taxes that results from a developing project to pay for project-related public improvements. There are two active TIF plans in Grosse Pointe Park, one through the Downtown Development Authority (DDA), and one through the Tax Increment Finance Authority (TIFA).

State Shared Revenues

The City receives two significant revenue sources from the State of Michigan.

1. Revenue Sharing Payments: The City receives approximately \$1,450,000 in annual revenue sharing payments from the following two State programs:
 - **Constitutional Program:** Consists of 15% of gross collections from the 4% state-wide sales tax distributed to cities, villages, and townships based on their population. The Legislature cannot reduce or increase this amount.
 - **Statutory Program:** These payments are distributed by a formula, set in Public Act 532 of 1998. The Act calls for 21.3% of the 4% sales tax collections to be

distributed in accordance with the formula. The Legislature can reduce the statutory portion based on its priorities for the State's budget.

2. Act 51 (Weight and Gas Tax) Payments: Based on a formula set by the State, the City 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 ensure that they will be spent on transportation-related projects or operations and services. These are commonly called Act 51 funds. The City on average receives \$1,326,000 split between the Major and Local Street Funds.

Pay-As-You-Go Financing

A pay-as-you-go capital project is one that can be funded with current revenues or available resources. This method takes careful planning to avoid impacting the annual operating budget.

Major funding sources for pay-as-you-go capital projects include the following:

- Property Tax Millages: The property tax is the most important source 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% equalization ratio. Grosse Pointe Park is authorized to utilize millage under Public Act 279 of 1909, the Home Rule Cities Act. The City's primary millages consist of the perpetual operating millage, and the voter-approved limited duration, roads, water/sewer infrastructure, and public safety millages.
- Water and Sewer Rates: As an enterprise fund, the City's water, sewer, and stormwater systems are supported by charges and rates that are set by the City Council and paid by the users of the respective system. These rates and charges must be sufficient to provide adequate revenues for operations, maintenance, replacement, improvements, and debt retirement.

Buildings and Facilities Capital Improvement Plan

Project #: BF-25-1

Title: Cold Storage Building - Design

Description: Additional storage is needed to serve both the Public Works and Park and Recreation Departments. A cold storage building is proposed to be constructed at Windmill Pointe Park. This project will complete the necessary design of the facility in anticipation of construction in a future year.

Project #: BF-25-2

Title: Additional Pickle Ball Courts

Description: Given the high demand and revenue opportunities from Pickleball, this project would double the number of courts at Patterson Park from three to six.

Project #: BF-26-1

Title: Cold Storage Building - Construction

Description: Additional storage is needed to serve both the Public Works and Park and Recreation Departments. This project will serve as the actual construction of the cold storage building.

Project #: BF-26-2

Title: Pave "Beaumont" Parking Lot

Description: The City owns a parking lot behind the Beaumont office on Kercheval between Lakepointe and Beaconsfield. The lot will be resurfaced.

Project #: BF-26-3

Title: Pave "Cracked Egg" Lot

Description: The City owns a parking lot next to the Cracked Egg restaurant. The lot will be resurfaced as part of this project.

Project #: BF-26-4

Title: Pool Starting Blocks

Description: The starting blocks at the Olympic pool are beyond their useful life and will be replaced improving usability and safety to users.

Project #: BF-26-5

Title: Tompkins Center Roof Replacement

Description: This project will replace the roof at the Tompkins Center. The roof of the Lavins Activity Center was completed in Fiscal Year 2023 and this project is part of an ongoing commitment to facility maintenance.

Project #: BF-27-1

Title: Paving of Windmill Pointe Parking Lot

Description: The lot at Windmill Pointe Park will be resurfaced as part of this project. This will complete the ongoing resurfacing of the City's major parking lots.

Project #: BF-27-2

Title: Theatre Seating Replacement

Description: The reclining seats in the Schaap theatre will be replaced. Their upholstery is beginning to show wear and tear and this project will help reduce maintenance costs.

Equipment Capital Improvement Plan

Project #: EQ-25-1

Title: Purchase of Leaf Vacuum

Description: The purchase of a new tow-behind leaf vacuum will enhance the reliability and efficiency of fall leaf pickup operations.

Project #: EQ-25-2

Title: Loader Leaf Collection Attachment

Description: The purchase of a new claw attachment for the existing loader will enhance fall leaf pickup operations.

Project #: EQ-25-3

Title: Replace JCB Backhoe

Description: the City's JCB backhoe (Fleet #59) is past its useful service life and a replacement will lower ongoing maintenance and repair costs.

Project #: EQ-25-4

Title: Fire Engine Radio Replacement

Description: The radio equipment in the City's fire trucks will be replaced as they are past their service life.

Project #: EQ-25-5

Title: CCTV/License Plate Reading Equipment

Description: The purchase of CCTV/License Plate Reading Equipment will assist the Public Safety Department in crime prevention and daily operations.

Project #: EQ-26-1

Title: Bobcat Replacement Program

Description: The City maintains several Bobcat utility vehicles. Over the course of the plan several will be beyond their expected service life. This project functions as the recurring replacement of these vehicles.

Project #: EQ-26-2

Title: Replace 2002 Sweer Jetter #99

Description: The City's sewer jetter is used regularly as part of ongoing maintenance to the sanitary and storm sewer systems. The equipment can also be used in repairing water main breaks. This will be a replacement as the equipment is past its useful service life.

Project #: EQ-26-3

Title: Replace Bucket Truck

Description: The City's bucket truck is used daily to perform various Public Works functions. The truck is past its useful service life and will be replaced.

Project #: EQ-27-1

Title: Replace Woodchipper

Description: The City's woodchipper is used weekly to perform curbside brush pickup services. The chipper is past its useful service life and will be replaced.

Project #: EQ-27-2

Title: Replace 1992 Loader #82

Description: The City's 1992 loader is used weekly to perform various public works activities and maintenance. The loader is past its useful service life and will be replaced.

Project #: EQ-27-3

Title: MSA Replacement

Description: This will replace firefighting breathing, tanks, harnesses, and masks.

Project # EQ-001

Title: Fire Turnout Gear

Description: Two sets of fire turnout gear will be purchased each fiscal year.

Project # EQ-002

Title: Fire Hose Replacement

Description: The existing fire hose supply will be replaced with purchases every other year.

Project # EQ-003

Title: Body and Car Camera Replacement

Description: This represents the annual cost of the Body and Car Camera replacement program.

Sanitary Sewer Capital Improvement Program

Project #: SS-25-1

Title: Priority 1 Sanitary Sewer Repairs

Description: The City's Conditional Assessment Study of its sanitary sewer system identified 49 manhole structures and 21,775 feet (4.1 miles) of sanitary sewer main as Priority 1 repairs. This project will rehabilitate all Priority 1 structures and sewer mains.

Project # SS-27-1

Title: Priority 2 Sanitary Sewer Repairs – Phase 1

Description: The City's Conditional Assessment Study of its sanitary sewer system identified 121 manholes and 60,012 feet (11.4 miles) of sanitary sewer main as Priority 2 repairs. This project will address half of all Priority 2 structures and sewer mains.

Project #: SS-29-2

Title: Priority 2 Sanitary Sewer Repairs – Phase 2

Description: This project will complete the rehabilitation of structures and sewer mains that were identified as Priority 2 in the City's Sanitary Sewer Conditional Assessment Study.

Project #: SS-001

Title: Annual Sanitary Sewer Maintenance

Description: This project represents the annual cleaning, televising, and regular maintenance of the sanitary sewer system.

Information Technology Capital Improvement Program

Project #: IT-25-1

Title: New City Website

Description: This is the balance owed on the upcoming redesign of the City website that will be completed in Fiscal Year 2025.

Project #: IT-25-2

Title: New Recreation Software

Description: This is the balance owned on the upcoming implementation of the new Civic Rec software that will be completed in Fiscal Year 2025.

Project #: IT-26-1

Title: Server Replacement

Description: The server at City Hall will be replaced as it will be past its useful life.

Project #: IT-27-1

Title: BS&A Cloud Upgrade

Description: The City's primary software provider BS&A has a redesigned platform that is hosted in the cloud. This upgrade will replace legacy on-premises software and reduce the need for on-premises hardware and equipment.

Project #: IT-001

Title: Annual Computer Replacement

Description: This represents the replacement of approximately 15 computer workstations annually.

Storm Sewer Capital Improvement Program

Project #: STM-25-1

Title: East Jefferson Sewer Separation

Description: This project will install a storm sewer on Jefferson Avenue from the Western City limits to approximately Lakeview and allow adjacent properties to disconnect from the combined sanitary sewer system. The design for this project was completed in Fiscal Year 2023.

Project #: STM-26-1

Title: Three-Mile Pump Station Improvements

Description: This project would install additional flow monitoring equipment at the Three Mile Pump Station, as well as install a modern SCADA control system.

Project #: STM-27-1

Title: Bishop Road Separation

Description: This project will install storm sewer on Bishop Road from Jefferson Ave to XYZ and allow adjacent properties to disconnect from the combined sanitary sewer system.

Streets & Sidewalks Capital Improvement Program

Project #: STR-001

Title: Annual Sidewalk Replacement Program

Description: Beginning in Fiscal Year 2025, the City will be divided into districts and sidewalks in each district will be repaired in accordance with City specifications. The districts will rotate annually, encompassing the whole City over the course of several years.

Project #: STR-002

Title: Annual Alley Resurfacing Program

Description: For the duration of the road millage – as act 51 funds cannot be used on alleyways – the City will identify alleys to pave each year.

Project #: STR-003

Title: Annual Road Resurfacing Program

Description: The City conducts PASER ratings biannually. These ratings identify roads that are prime candidates for resurfacing. Specific road segments will be selected on an annual basis.

Project #: STR-004

Title: Annual Preventative Maintenance

Description: Beginning in Fiscal Year 2025, the City's road network will be divided into districts and preventative maintenance activities (crack sealing, cape sealing, patching) will be conducted. The districts will rotate annually, encompassing the whole City over the course of several years.

Project #: STR-005

Title: Annual Tree Trimming Program

Description: Beginning in Fiscal Year 2025, the City's Street tree network will be divided into districts to establish an annual tree-trimming program. The districts will rotate annually, encompassing the whole City over the course of several years.

Vehicle Capital Improvement Program

Project #: VE-25-1

Title: Purchase of new code enforcement vehicle

Description: The Code Enforcement Officer currently uses a repurposed police interceptor that has exceeded its useful service life.

Project #: VE-001

Title: Public Safety Patrol Vehicles

Description: The Public Safety Department maintains a fleet of patrol vehicles. The Department historically purchases one new vehicle each fiscal year, and the oldest vehicle is then passed on to another department, such as Parks and Recreation, or sold.

Project #: VE-002

Title: $\frac{3}{4}$ Truck Replacement Program

Description: Various City Departments use $\frac{3}{4}$ trucks in their daily operations. This project will allow for the purchase of three new $\frac{3}{4}$ trucks to be assigned to the Department with the greatest need at the time of purchase.

Water Distribution Capital Improvement Program

Project #: WTR-001

Title: Annual Watermain Replacement Program

Description: The City will conduct annual replacements of its water main distribution system. Replacements include hydrants, valves, and any necessary lead service line replacements.

Project #: WTR-25-1

Title: Water Meter Replacement – Whole City

Description: A vast majority of the City's water meters are past their useful service life and can be inaccurate. This project will serve as a replacement of all water meters City-wide.

This will allow for greater accuracy in measuring water usage, which can inform selection of water main replacement projects and potentially stabilize water rates and charges with more accurate readings.

Project #: WTR-25-2

Title: Water Main Reliability Study

Description: Every 5 years the City is required by EGLE to complete a Reliability Study of its water distribution system.

| Summary by Program | | | | | | | |
|------------------------|----------------------|---------------------|---------------------|----------------------|---------------------|---------------------|---------------------|
| Program | Total CIP | FY 2025 | FY 2026 | FY 2027 | FY 2028 | FY 2029 | FY 2030 |
| Buildings & Facilities | \$ 1,255,000 | \$ 115,000 | \$ 680,000 | \$ 460,000 | \$ - | \$ - | \$ - |
| Equipment | \$ 2,055,500 | \$ 522,500 | \$ 880,000 | \$ 530,000 | \$ 90,000 | \$ 19,000 | \$ 14,000 |
| Information Technology | \$ 364,600 | \$ 39,600 | \$ 65,000 | \$ 215,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 |
| Streets & Sidewalks | \$ 7,500,000 | \$ 1,250,000 | \$ 1,250,000 | \$ 1,250,000 | \$ 1,250,000 | \$ 1,250,000 | \$ 1,250,000 |
| Storm Sewer | \$ 2,150,000 | \$ 400,000 | \$ 250,000 | \$ 1,500,000 | \$ - | \$ - | \$ - |
| Sanitary Sewer | \$ 18,500,000 | \$ 4,250,000 | \$ 250,000 | \$ 6,900,000 | \$ 200,000 | \$ 6,700,000 | \$ 200,000 |
| Water Distribution | \$ 9,350,000 | \$ 2,850,000 | \$ 1,300,000 | \$ 1,300,000 | \$ 1,300,000 | \$ 1,300,000 | \$ 1,300,000 |
| Vehicles | \$ 720,000 | \$ 120,000 | \$ 80,000 | \$ 180,000 | \$ 130,000 | \$ 130,000 | \$ 80,000 |
| Totals: | \$ 41,895,100 | \$ 9,547,100 | \$ 4,755,000 | \$ 12,335,000 | \$ 2,985,000 | \$ 9,414,000 | \$ 2,859,000 |

| Summary by Funding | | | | | | | |
|--------------------|----------------------|---------------------|---------------------|----------------------|---------------------|---------------------|---------------------|
| Funding Source | Total CIP | FY 2025 | FY 2026 | FY 2027 | FY 2028 | FY 2029 | FY 2030 |
| General Fund | \$ 2,535,100 | \$ 362,100 | \$ 855,000 | \$ 960,000 | \$ 135,000 | \$ 114,000 | \$ 109,000 |
| Street Funds | \$ 6,450,000 | \$ 1,050,000 | \$ 1,200,000 | \$ 1,050,000 | \$ 1,050,000 | \$ 1,050,000 | \$ 1,050,000 |
| Water/Sewer | \$ 12,115,000 | \$ 2,190,000 | \$ 1,800,000 | \$ 3,525,000 | \$ 1,550,000 | \$ 1,550,000 | \$ 1,500,000 |
| Special Assessment | \$ 1,200,000 | \$ 200,000 | \$ 200,000 | \$ 200,000 | \$ 200,000 | \$ 200,000 | \$ 200,000 |
| Grants | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Building Fund | \$ 40,000 | \$ 40,000 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Solid Waste Fund | \$ 405,000 | \$ 205,000 | \$ 50,000 | \$ 100,000 | \$ 50,000 | \$ - | \$ - |
| Bonds (1) | \$ 17,000,000 | \$ 4,000,000 | \$ - | \$ 6,500,000 | \$ - | \$ 6,500,000 | \$ - |
| Financing (2) | \$ 2,150,000 | \$ 1,500,000 | \$ 650,000 | \$ - | \$ - | \$ - | \$ - |
| Totals: | \$ 41,895,100 | \$ 9,547,100 | \$ 4,755,000 | \$ 12,335,000 | \$ 2,985,000 | \$ 9,414,000 | \$ 2,859,000 |

(1) Revenue/Capital Improvement Bonds to be issued in Fiscal Year 2025, 2027, 2029 (\$4M in 2025; \$6.5M in 2027; \$6.5M in 2029)

(2) Purchase using Installment Purchase Agreements, or similar financing instruments

Other Projects Not Included Above

Replace Ladder Truck - \$2 million estimated cost

Marina Reconstruction - \$8 million estimated cost

| Project Number | Program | Funding Source | Department | Project | FY 2025 | FY 2026 | FY 2027 | FY 2028 | FY 2029 | FY 2030 | Total 6-Ye |
|----------------|------------------------|--------------------|--------------------|---------------------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| BF-25-1 | Buildings & Facilities | General Fund | General Government | Cold Storage Building - Design | \$ 50,000 | | | | | | \$ 50,000 |
| BF-26-1 | Buildings & Facilities | General Fund | General Government | Cold Storage Building - Construction | | \$ 300,000 | | | | | \$ 300,000 |
| BF-26-2 | Buildings & Facilities | Street Funds | Public Works | Pave "Beaumont" lot | | \$ 75,000 | | | | | \$ 75,000 |
| BF-26-3 | Buildings & Facilities | Street Funds | Public Works | Pave "Cracked Egg" lot | | \$ 75,000 | | | | | \$ 75,000 |
| BF-27-1 | Buildings & Facilities | General Fund | Parks & Rec | Windmill Pointe Parking Lot | | | \$ 400,000 | | | | \$ 400,000 |
| BF-26-4 | Buildings & Facilities | General Fund | Parks & Rec | Pool Starting Blocks | | \$ 60,000 | | | | | \$ 60,000 |
| BF-25-2 | Buildings & Facilities | General Fund | Parks & Rec | Additional Pickel Ball Courts | \$ 65,000 | | | | | | \$ 65,000 |
| BF-26-5 | Buildings & Facilities | General Fund | Parks & Rec | Tomkins Center Roof | | \$ 170,000 | | | | | \$ 170,000 |
| BF-27-2 | Buildings & Facilities | General Fund | Parks & Rec | Theatre Seating Replacement | | | \$ 60,000 | | | | \$ 60,000 |
| EQ-25-1 | Equipment | Solid Waste Fund | Public Works | Leaf Vacuum | \$ 175,000 | | | | | | \$ 175,000 |
| EQ-25-2 | Equipment | Solid Waste Fund | Public Works | Loader Leaf Collection Attachment | \$ 30,000 | | | | | | \$ 30,000 |
| EQ-27-1 | Equipment | Solid Waste Fund | Public Works | Replace Woodchipper | | | \$ 100,000 | | | | \$ 100,000 |
| EQ-26-1 | Equipment | Solid Waste Fund | Public Works | Bobcat Replacement Program | | \$ 50,000 | | \$ 50,000 | | | \$ 100,000 |
| EQ-26-2 | Equipment | Financing | Public Works | Replace 2002 Sewer Jetter #99 | | \$ 650,000 | | | | | \$ 650,000 |
| EQ-26-3 | Equipment | General Fund | Public Works | Replace Bucket Truck #XYZ | | \$ 140,000 | | | | | \$ 140,000 |
| EQ-25-3 | Equipment | Water/Sewer | Public Works | Replace JCB Backhoe #59 | \$ 190,000 | | | | | | \$ 190,000 |
| EQ-27-2 | Equipment | Water/Sewer | Public Works | Replace #82 1992 Loader | | | \$ 225,000 | | | | \$ 225,000 |
| EQ-25-4 | Equipment | General Fund | Public Safety | Police/Fire Radio Replacement | \$ 12,500 | | | | | | \$ 12,500 |
| EQ-25-5 | Equipment | General Fund | Public Safety | CCTV/License Plate Readers | \$ 70,000 | | | | | | \$ 70,000 |
| EQ-001 | Equipment | General Fund | Public Safety | Fire Turnout Gear | \$ 14,000 | \$ 14,000 | \$ 14,000 | \$ 14,000 | \$ 14,000 | \$ 14,000 | \$ 84,000 |
| EQ-002 | Equipment | General Fund | Public Safety | Fire Hose Replacement | \$ 5,000 | | \$ 5,000 | | \$ 5,000 | | \$ 15,000 |
| EQ-003 | Equipment | General Fund | Public Safety | Body and Car Camera Replacement | \$ 26,000 | \$ 26,000 | \$ 26,000 | \$ 26,000 | | | \$ 104,000 |
| EQ-27-3 | Equipment | General Fund | Public Safety | MSA Replacement | | | \$ 160,000 | | | | \$ 160,000 |
| IT-25-1 | Information Technology | General Fund | General Government | New City Website | \$ 13,100 | | | | | | \$ 13,100 |
| IT-25-2 | Information Technology | General Fund | Parks & Rec | New Recreation Software | \$ 11,500 | | | | | | \$ 11,500 |
| IT-27-1 | Information Technology | General Fund | General Government | BS&A Cloud Upgrade | | | \$ 200,000 | | | | \$ 200,000 |
| IT-001 | Information Technology | General Fund | General Government | Annual Computer Replacement | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 90,000 |
| IT-26-1 | Information Technology | General Fund | General Government | Server Replacement | | \$ 50,000 | | | | | \$ 50,000 |
| SS-25-1 | Sanitary Sewer | Bonds | Public Works | Priority 1 Sanitary Sewer Repairs | \$ 4,000,000 | | | | | | \$ 4,000,000 |
| SS-27-1 | Sanitary Sewer | Bonds | Public Works | Priority 2 Sanitary Sewer Repairs - Phase 1 | | | \$ 6,500,000 | | | | \$ 6,500,000 |
| SS-29-1 | Sanitary Sewer | Bonds | Public Works | Priority 2 Sanitary Sewer Repairs - Phase 2 | | | | | \$ 6,500,000 | | \$ 6,500,000 |
| SS-001 | Sanitary Sewer | Water/Sewer | Public Works | Annual Sanitary Sewer Maintenance | \$ 250,000 | \$ 250,000 | \$ 400,000 | \$ 200,000 | \$ 200,000 | \$ 200,000 | \$ 1,500,000 |
| STM-25-1 | Storm Sewer | Water/Sewer | Public Works | East Jefferson Sewer Separation | \$ 400,000 | | | | | | \$ 400,000 |
| STM-27-1 | Storm Sewer | Water/Sewer | Public Works | Bishop Road Separation | | | \$ 1,500,000 | | | | \$ 1,500,000 |
| STM-26-1 | Storm Sewer | Water/Sewer | Public Works | Pump Station SCADA Upgrades | | \$ 250,000 | | | | | \$ 250,000 |
| STR-001 | Streets & Sidewalks | Special Assessment | Public Works | Annual Sidewalk Replacement Program | \$ 200,000 | \$ 200,000 | \$ 200,000 | \$ 200,000 | \$ 200,000 | \$ 200,000 | \$ 1,200,000 |
| STR-002 | Streets & Sidewalks | Street Funds | Public Works | Annual Alley Resurfacing | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 900,000 |
| STR-003 | Streets & Sidewalks | Street Funds | Public Works | Annual Preventative Maintenance | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 900,000 |
| STR-004 | Streets & Sidewalks | Street Funds | Public Works | Annual Road Resurfacing Program | \$ 600,000 | \$ 600,000 | \$ 600,000 | \$ 600,000 | \$ 600,000 | \$ 600,000 | \$ 3,600,000 |
| STR-005 | Streets & Sidewalks | Street Funds | Public Works | Annual Tree Trimming Program | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 900,000 |
| VE-25-1 | Vehicles | Building Fund | Building | Purchase new code enforcement vehicle | \$ 40,000 | | | | | | \$ 40,000 |
| VE-001 | Vehicles | General Fund | Public Safety | Public Safety Patrol Vehicles | \$ 80,000 | \$ 80,000 | \$ 80,000 | \$ 80,000 | \$ 80,000 | \$ 80,000 | \$ 480,000 |
| VE-002 | Vehicles | Water/Sewer | Public Works | 3/4 ton Truck Replacement Program | | | \$ 100,000 | \$ 50,000 | \$ 50,000 | | \$ 200,000 |
| WTR-001 | Water Distribution | Water/Sewer | Public Works | Annual Watermain Replacements | \$ 1,300,000 | \$ 1,300,000 | \$ 1,300,000 | \$ 1,300,000 | \$ 1,300,000 | \$ 1,300,000 | \$ 7,800,000 |
| WTR-25-1 | Water Distribution | Financing | Public Works | Water Meter Replacement - Whole City | \$ 1,500,000 | | | | | | \$ 1,500,000 |
| WTR-25-2 | Water Distribution | Water/Sewer | Public Works | Water System Reliability Study | \$ 50,000 | | | | | | \$ 50,000 |

Totals: \$ 9,547,100 \$ 4,755,000 \$ 12,335,000 \$ 2,985,000 \$ 9,414,000 \$ 2,859,000 \$41,895,100



PLANNING COMMISSION MEETING

DATE: November 17, 2025

SUBJECT: Set 2026 Planning Commission Meeting Dates

SUMMARY: Set 2026 dates for Planning Commission meetings. Per the Michigan Planning Enabling Act, a planning commission shall hold not less than 4 regular meetings each year, and by resolution shall determine the time and place of the meetings.

FINANCIAL IMPACT:

RECOMMENDATION: Set dates for 2026 Planning Commission meetings

PREPARED BY: Cindy Paparelli, Assistant City Manager