

NORTHFIELD TOWNSHIP

*Capital
Improvement
Program
2013-2018*

Presented to the
Planning Commission
for Public Hearing on:
February 6, 2013

Recommended by the
Planning Commission
on: March 20, 2013

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OVERVIEW OF CAPITAL IMPROVEMENT PROGRAMMING

Introduction

The quality of the community facilities in the Township directly reflects the quality of life that the Township can provide. As community facilities age, continual improvements and updates are required to stay current with changing demands and needs.

Northfield Township is preparing to embark in an effort to project major capital expenditures over the next five years. Currently, the Township does not have a comprehensive long-range inventory for major improvements and purchases. In these times of budget concerns, a Capital Improvement Plan (CIP) is more important than ever. The 2013-2019 Plan will reflect five-year anticipated scheduling and costs for buildings and grounds, vehicles and equipment based on input from each department.

The CIP is to be reviewed and updated annually by the Township Planning Commission. Each year projects found in the plan will be reviewed and re-evaluated by the Township. During the annual CIP review, some projects may be removed from the plan while new capital projects and priorities may be identified and added to the plan.

A Capital Improvement Plan is a blueprint for planning a community's capital expenditures. This CIP is a five-year long-range plan, designed to be evaluated on a yearly basis. It coordinates planning, financial capacity and physical development and will be used as a management tool for the budget and planning processes. A Plan can help to achieve maximum use of taxpayers' dollars, encourage more efficient government administration, aid in grant processes, and help to maintain a sound financial program.

Capital planning identifies purchases of physical assets or construction, major repair, reconstruction or replacement of capital items, such as buildings, utility systems, roadways, bridges, parks, heavy equipment, and extensive internal office needs which are of high cost and have a longer useful life. A CIP has a number of advantages including:

- Facilitates coordination between capital needs and operational budgets.
- Allows for better scheduling of public improvements and coordination of construction.
- Enhances the community's credit rating and control of its tax rate, and avoids sudden changes in its debt service requirements.

As part of the process, department directors consider project costs and potential funding sources.

Relationship to the Master Plan

A critical part of the CIP process is the relationship to the Master Plan. The Master Plan was built around broad public viewpoints captured through written surveys and a public forum. Goals and objectives of the master plan describe several methods of protecting the township's physical assets:

1. Guide residential development in a manner which will create, preserve and enhance a quality living environment.
2. Preserve and strengthen the existing character of the downtown area as a historic, pedestrian-scaled community, with traditional site and architectural design creating an aesthetically memorable place with vibrant streetscapes and community spaces that engage the waterfront.
3. Encourage development of a mix of commercial, office, service and multiple-family residential uses serving as a transitional area along the U.S. 23 corridor between U.S. 23 and Whitmore Lake Road.
4. Promote quality, job producing economic development within the Township that serves the needs of the Township residents.
5. Provide a variety of safe, efficient modes of transportation to meet the needs of Township residents and visitors
6. Provide timely, efficient, and quality governmental services to Township residents.

This CIP is one of the implementing measures prescribed in the Implementation chapter and by the Michigan Planning Enabling Act. The projects listed in this plan permit the Township to continue to build on its assets of strong neighborhoods and parks, responsive public service, and safety for its residents and businesses.

The Planning Process

The process for preparing the Capital Improvement Plan involves a series of steps relying upon the participation of the individual Township department directors. The process is intended to proceed as follows:

1. On an annual basis, the staff and the Planning Commission compile necessary information and prepare the five-year capital improvement plan which includes the following:
 - A clear general summary of its contents

- A list of all capital improvements which are proposed to be undertaken during the five-year fiscal period, with appropriate supporting information and the necessity for proposed improvements
- Cost estimates, methods of financing, and the recommended time schedule for each improvement
- Any additional information deemed necessary by staff, Planning Commission, or Township Board of Trustees

Upon completion the Commission adopts the plan and submits it to the Township Board of Trustees.

2. The Planning Commission will review all proposed projects and prepare the CIP budget for Board of Trustee review, discussion and ultimate approval.
3. The Township Board of Trustees is required to adopt the capital improvement program.
4. The Township Board of Trustees funds those priorities found in the capital improvement program by establishing and approving a yearly budget, to the degree necessary to accomplish the Board's goals and objectives for the capital improvement program during the next fiscal year.

It must be made clear that the Capital Improvement Plan is not the budget for the Township, but rather a guide or plan for the overall budgetary process. The Township is under no obligation to fund the capital improvements contained within this plan.

5. At the time of submission of the capital improvement program and budget, notice is published and a public hearing date is established. Copies of the capital improvement plan will be available at the office of the Township Clerk for public review. At the public hearing interested citizens will be provided the opportunity to express their views on the proposed budget and/or programs.

Minimum Expenditure Requirement/Definitions

A \$10,000 minimum expenditure is proposed that could include building, addition, and internal construction, building systems, building maintenance, equipment, vehicles, and grounds. Based on the definition, each capital improvement was initially identified and scheduled by the respective department. A capital improvement project includes one or more of the following:

- **BUILDING MAINTENANCE** is the repair, replacement and upgrades of exterior and interior walls, roofs, furnishings and similar non-mechanical features that extend a building's life. Examples include new roofs, windows and doors; tuck pointing and masonry repair, interior and exterior painting, carpeting and furniture.
- **BUILDING EQUIPMENT** is the repair or replacement of heating, ventilation and air conditioning systems.
- **BUILDING CONSTRUCTION** includes the erecting of new buildings and additions that add usable floor space for staff and patrons.
- **INTERIOR EQUIPMENT** includes all equipment critical to the functioning of the township such as computers, telephones, cameras and voting machines.
- **EQUIPMENT** includes heavy apparatus used by the fire department and department of public works. Examples are lifesaving equipment, vehicle hoists and similar specialized mechanisms that last for several years.
- **VEHICLES** encompass cars, trucks, buses and grounds maintenance equipment. Vehicles are considered part of the motor pool that is maintained by the Department of Public Works. For the purpose of the capital improvements plan, vehicles are attached to their respective departments.
- **INFRASTRUCTURE** includes below grade, at grade and above grade (non-building) improvements. Examples include new water and sewer lines, streets and sidewalks, landscape, fences and field lighting.

The definitions serve as a framework for department representatives in preparing the detailed work schedules.

Township Departments

In order to better organize and simplify the plan, the capital projects were evaluated and grouped by department. Departments in the Township Offices were grouped under the heading "Administration" since the building and equipment needs often overlapped. At the time of preparing these budget materials, the Township Board is considering hiring a Township Manager. If a Township Manager position were to be established, they would also take part in the budgeting process under the Administration heading. Building maintenance department improvements are categorized under the applicable departments where the improvement occurs. The Township Departments and their related projects were reviewed for their general function and purpose and organized into the following categories:

ADMINISTRATION

Township Supervisor – Marilyn Handloser

Township Clerk – Michelle Manning

Township Treasurer – Kathy Braun

PUBLIC UTILITIES

Plant Superintendent – Tim Hardesty

PUBLIC SERVICE DEPARTMENT

Public Safety Director – Bill Wagner

LIBRARY*

Librarian – Zaley Nelson

SENIOR CENTER

Senior Center Director – Susan Laity

DOWNTOWN DEVELOPMENT AUTHORITY

DDA Director – Dr. Barb Griffith

PLANNING COMMISSION

Planning Commission Chair – Marlene Chockley

PARKS AND RECREATION

Parks and Recreation Chair – Tracy Thomas

*Although the Northfield Township Public Library is self-funded, we believe it should be included in the Township's Capital Improvement planning. However, the Library has elected not to participate in the CIP.

Methods for Financing Capital Improvements

Different sources of funding are required to implement the needed improvements. As explained within, different sources of funding are possible. In the past five (5) years, the State of Michigan has decreased the amount of revenue sharing to the local communities. That revenue sharing was a significant amount of operating budgets. Additionally, available money from grants has decreased. So the challenge has been

left to each local community to be creative in determining how projects will be funded into the future. The Township will have to consult the Department heads and Treasurer in order to advise the Board of Trustees as to the most appropriate and cost effective methods of financing. As a general list, common financing methods include:

General Fund (Pay-As-You-Go)

Pay-as-you-go by using planned savings of money by the Township is a method of financing capital projects with current revenues and reserves – paying cash instead of borrowing against future revenues. The amount available to spend is the difference between what is collected currently, what has been saved, and what is required for operating expenses and prudent reserves.

Pay-as-you-go works well where capital needs are relatively steady and within operating budget limits. The method may include appropriations in the budgets for projects that are short in duration or can be scheduled to allow for savings over two or more budget years.

Pay-as-you-go has several advantages:

- It saves interest cost. Interest on long-term bonds can add substantial cost to the original capital cost, depending on interest rates and repayment schedules.
- Pay-as-you-go protects borrowing capacity for unforeseen major outlays that are beyond any current year's capability.
- The technique avoids the inconvenience and considerable costs associated with marketing of bond issues--advisers, counsel, printing, etc.

Despite its favorable characteristics, pay-as-you-go is by no means an optimum solution for larger projects. It has disadvantages, which include:

- Where capital projects are rarely undertaken, pay-as-you-go may put a heavy administrative burden on the project year. It creates fluctuating expenditure cycles that may not occur with extended financing.
- When inflation is driving up construction costs it may be cheaper to borrow and pay today's prices rather than wait and pay tomorrow's.
- The Township may not be able to meet the need of the residents due to the length of time it takes to save money for the project.

Planned savings involves including savings in the budget every year, accumulating money for the planned capital expenditures. Like the pay-as-you-go system, this saves in interest costs and, in contrast, increases savings through interest earned. It also

protects the community's borrowing capacity, and avoids the time and money necessary to market a bond issue. The main disadvantage of this system is that the community must wait for the capital improvement while the necessary funds are being accumulated for the project, particularly if it is a large and expensive project. This technique would be most logical for smaller improvements.

Regardless of the positive or negative aspects of this technique, pay-as-you-go requires careful planning. The capital improvement program allows not only for scheduling physical improvements prudently, but also for scheduling the financing so as to take advantage of accumulated surpluses and windfall income which may become available.

Borrowing

The use of bond issues is the primary alternative to pay-as-you-go. There are different types of borrowing and all are complex and challenging. Counsel from a bond specialist or municipal financial planner should be considered early in the planning process in order to assist the Board of Trustees in their decision making. The various types of bonds are as follows:

- Voter Approved Bonds are approved by the voters and allows the Township to levy a tax that will be sufficient to pay the debt service. In order for the Township to pursue voter approved bonds, careful planning is required. A plan should be in place to garner public support and Township officials must be able to describe how the project will be beneficial, details as to how it will be completed and justification for the cost of the project.
- Special Assessment Bonds are sometimes used to finance the construction of streets, storm drains, or other improvements which actually improve the value of the adjacent property. Special assessments are levied against the owners of the property and this income is pledged to the repayment of the bonds. Such bonds usually carry a higher rate of interest than general obligation bonds, but have an advantage of not being charged against the Township's debt limit. Improvements most often financed by this method include street paving, sanitary sewer and water main projects.
- Revenue Bonds are those to which the income from some specific enterprise is pledged. Typically such bonds are used to finance the water and sewer lines. Charges made to the recipients of the service are then committed to repayment of the borrowed money. Such bonds are not considered part of the Township's debt and may usually be issued by the governing body without a public vote.
- Capital Improvement Bonds are bonds used for specific capital improvements like bicycle paths, or water and sewer projects. Under Public Act 34 of 2001, the

Township can pay the cost of any capital improvement project. Bonds can be issued in an aggregate amount up to five (5) percent of the state equalized valuation of property assessed in the Township. These bonds are subject to a referendum and are required to be submitted to voters if a petition is filed within a proscribed period requesting a referendum on the bond issue.

Lease-Purchase

Utilizing the lease-purchase method entails preparing specifications for a needed capital improvement and taking steps to have it constructed by a private company or authority. The facility is then leased by the Township at an annual or monthly rental. At the end of the lease period, the title to the facility can be conveyed to the Township without any future payments. The rental over the years will have paid the original cost plus interest. This option can be more expensive but remains a viable alternative in appropriate applications.

State and Federal Grants

A major source of funding in the past has been federal and state financial assistance in the form of grants. While every source of funding arrangement should be explored, the availability of grants has been significantly reduced over the past ten (10) years. Most of the current grant programs focus on recreation, transportation or very limited special purpose programs. Additionally, many of the available grants require a local match to be provided. The Township will have to consider these carefully when budgeting for projects that are available through grants.

In addition to traditional funding sources, the Township Police Department has drug forfeiture funds available for capital expenditures. These funds are available through the Michigan Controlled Substances Act.

Privatization

Due to a number of funding sources being eliminated at the State and Federal levels, many communities are exploring the privatization of Township programs as a way to cut costs.

Implementation

The Capital Improvements Plan is designed to be a plan that continually evolves. The CIP should be used as a budget planning tool, as it provides a comprehensive listing of assets, conditions and future capital needs. Each year the CIP should be evaluated prior to the budgeting process in order to track progress on projects underway or completed and to target capital improvements that should be planned in the current year or years ahead. In some cases, new projects may be added and others removed.

The Project + Fund Summary found in the appendices demonstrates the capital project priorities of each department, and the proposed year that such priorities are planned to be funded. The Township Board will determine the capital improvement funding available per year. In some cases, when a large purchase is demonstrated several years out, the Township Board may choose to "save up" or encumber funds to be used in the future toward a particular project/item.

The Board of Trustees should also consider creating a Capital Projects Committee which could consist of select members of the Board, Planning Commission and Township Staff. The Committee could help prioritize the projects further on a yearly basis.

INVENTORY OF EXISTING FACILITIES + UTILITIES

A common problem in local Capital Improvement Planning is the lack of a comprehensive and concrete process assessing the condition of existing assets. The absence of a strong method of inventorying and assessing existing capital assets can ultimately lead to a poorly planned capital budget, and, unfortunately, the unnecessary hemorrhaging of municipal money. Planning for the capital improvement budget becomes a much smoother process with the implementation of a Capital Needs Assessment – a viable "guide" that helps to supply the decision-makers with an account of the assets in the community that are in good condition, assets that need improvements, and needed assets that do not yet exist in the community. A typical Capital Needs Assessment includes three sections:

1. A comprehensive inventory of existing facilities and utilities, including an assessment of their condition.
2. A schedule of repair, replacement, and maintenance for existing facilities and utilities.
3. Identification of needed facilities and utilities.

The first step of the Capital Needs Assessment calls for listing and assessing the condition of capital assets already owned, controlled or maintained by the Township. The following table helps distinguish capital improvement projects from typical operational expenditures and identifies those projects that may be on the fence, depending on the community.

These ARE Capital Improvements	These MAY BE Capital Improvements	These ARE NOT Capital Improvements
Township Buildings	Fire trucks	Office furniture
Land purchases	Police and fire radio systems	Pothole repairs
Street lighting systems	Street and road repairs	Library books
Storm Sewers	Minor building remodeling or additions	Fire hoses
Park land	Computer systems	Lawn mowers
Water and sewage treatment plants	Playground equipment	Road gravel
Streets, roads and sidewalks		

The Capital Needs Assessment Inventory should include the age, condition, location, purpose, maintenance history, and replacement cost of each asset. In addition, a Schedule for Repair, Replacement, and/or Maintenance should be included for all existing assets.

This schedule, while tentative, should discuss upgrades or renovations which will be required over the time period covered by the Capital Improvements Plan and the year in which they are to take place. Included within the schedule should be the expected life of the asset, the cost of deferring maintenance, and the total cost of operating and maintaining the asset versus the total cost of replacement.

Lastly in this task, a list of potential new projects to be considered in the final Capital Improvement Plan should be provided with cost estimates and an initial evaluation of their relative priority.

An inventory of these items is provided in a separate document to this Capital Improvement Program for reference. Anytime a new item is purchased, or any existing item is upgraded or repaired the inventory should be updated.

THE CAPITAL IMPROVEMENT PLAN

After each Township capital asset has been accounted for in the inventory, we can start to realize the priority of capital projects over the next few years. Those projects that are most pressing should be submitted for funding within the next fiscal year.

A five (5) year schedule of improvements for each department is provided followed by a generalized Township schedule of costs. Each section begins with a description of the department's primary function and location of its facility(ies). A summary of key improvements, major expenditures, and funding sources follows. Finally, a detailed schedule of improvements and costs estimates is captured on pages immediately following the written description.

Administration

The Township Supervisor, Clerk, Treasurer, Building and Police departments, and Fire Station #1 operate within the Public Safety Building. In addition, the building contains meeting space(s), and conference rooms.

The Township administrative offices are located at 8350 Main Street north of Six Mile Road. For the purposes of this Capital Improvements Plan, Police and Fire Department projects are listed separately from the Administrative projects. No projects were provided by the Administration, however, projects that may be considered for the CIP in the future may be related to Township Hall building (interior) and exterior site improvements, maintenance or repairs; or other big ticket items such as computer upgrades.



Fire Department

The Fire Department is a first responder and an essential primary protector of public health, safety, and welfare. Costly maintenance and replacement of specialized equipment and vehicles is necessary to comply with medical protocol and vehicle safety regulations. The Fire Department must continually upgrade its vehicles and equipment to provide superior service to meet the high expectations of Township residents and businesses.

The Northfield Township Fire Department (NTFD) is made up of one (1) full-time Fire Chief, a part-time Administrative Assistant, eight (8) part-time firefighters and twenty-four (24) paid on-call firefighters. Part-time firefighters shifts cover 24-hours per day, seven (7) days per week. This program was started in 2011 to assure that a firefighter is on-duty at all times. This on-duty firefighter is supplemented by paid on-call Officers and Firefighters for all calls.

In addition, the NTFD has mutual aid agreements in Washtenaw and Livingston Counties which makes them the first due mutual aid department for any major incident in the City of Ann Arbor. The NTFD also participates in the Washtenaw County Hazardous Materials Response Team and Washtenaw County Technical Rescue Team.

The NTFD receives its funding through one (1) millage of 1.9 mills annually. The millage currently generates about \$640,000 annually. Another small amount of income the NTFD receives is through cost recovery services including personal injury accidents for out of township residents.

The NTFD is headquartered out of the Public Safety Building housing Fire Station #1. Fire Station #2 is located 2727 E. North Territorial Road. The inventory of assets provided by the Fire Department indicates that four (4) of their twelve (12) vehicles are in poor or inoperable condition – Utility 8-2 (replacement cost \$30,000); Brush 8-2 (replacement cost \$120,000); Command Vehicle C8-1 (replacement cost \$35,000); and Tanker 8-1 (replacement cost \$350,000).

The NTFD has applied unsuccessfully for federal grant funding to renovate Fire Station #2 which was built in 1977 out of basic cinder-block construction. This project had

originally been top priority based upon potential grant funding. The proposed project would upgrade the current building and would include: general renovation and construction materials and labor; installation of a fire suppression system; installation of a fire/carbon monoxide alarm system; and installation of a station stand-by generator. The total estimated project cost totals \$264,861 of which \$30,000 would be funded by the Township if the grant is awarded.

Summary of Capital Improvements

Vehicles allow the Fire Department to reach out to the community. A routine need is the purchase of fire trucks to comply with ever-changing requirements and protocols for fleet reliability. The rationale is the ability to replace items that have met or exceeded their life expectancy and remain compliant. The Fire Department buildings, equipment and vehicles are constantly in use and receive greater wear and tear than other municipal buildings, vehicles and equipment. Capital Improvement projects servicing the Fire Department directly support goals and objectives found within the Master Plan to:

- Provide timely, efficient, and quality governmental services to Township residents.

SCHEDULE OF PROJECT EXPENDITURES

Budget Year	Building Repairs	Equipment	Vehicle Replacement	TOTALS
2013/14	\$0	\$0	\$35,000	\$35,000
2014/15	\$0	\$0	\$0	\$0
2015/16	\$0	\$10,000	\$350,000	\$360,000
2016/17	\$0	\$0	\$0	\$0
2017/18	\$0	\$0	\$120,000	\$120,000
2018/19	\$30,000	\$0	\$400,000	\$430,000
TOTALS	\$30,000	\$10,000	\$905,000	\$945,000

Summary of Improvements

- Command Vehicle Replacement Station #1 - \$35,000 (2013/14).
- Tanker Replacement Station #2 - \$350,000 (2015/16).
- Thermal Image Camera Replacement Station #1 - \$10,000 (2015/16).
- Brush Truck Replacement Station #1 - \$120,000 (2017/18).
- Rescue Truck Replacement Station #1 - \$200,000 (2016/17).
- General renovation of Fire Station #2 - \$30,000 (2018/19) (TOTAL project cost \$264,861).
- Rescue Truck Replacement Station #2 - \$200,000 (2018/19).





Police Department

As a provider of public safety, the Police Department functions 24 hours per day all year long. Similar to the Fire Department, the Police Department has a need for specialized vehicles and equipment. The Northfield Police Department (NPD) is located on the first floor of the Public Safety Building located at 8350 Main Street.

The NPD is staffed with a Director of Public Safety, one (1) lieutenant, two (2) sergeants, seven (7) full-time officers, one (1) officer/investigator, three (3) part-time officers, six (6) reserve officers and two (2) civilian clerk/dispatchers.

In addition to the General Fund, drug forfeiture monies are also available to off-set costs of Police Department capital costs. However, there is no way to estimate the amount of drug forfeiture monies that will be collected and available for Police Department use in any given year.

Summary of Capital Improvements

Much like the Fire Department, vehicles allow the Police Department to reach out to the community. A routine need is a purchase of vehicles and specialized equipment to comply with ever-changing requirements and protocols for fleet reliability and public safety. The rationale is the ability to replace items that have met or exceeded their life expectancy and remain compliant. The Police Department building, vehicles, and equipment are constantly in use and receive greater wear and tear than other municipal vehicles and equipment. Capital Improvement projects servicing the Police Department directly support goals and objectives found within the Master Plan to:

- Provide timely, efficient, and quality governmental services to Township residents.

SCHEDULE OF PROJECT EXPENDITURES			
Budget Year	Equipment Replacement	Vehicle Replacement	TOTALS
2013/14	\$10,000	\$30,000	\$40,000
2014/15	\$0	\$49,000	\$49,000
2015/16	\$50,000	\$20,000	\$70,000
2016/17	\$50,000	\$35,000	\$85,000
2017/18	\$0	\$30,000	\$30,000
2018/19	\$0	\$25,000	\$25,000
TOTALS	\$110,000	\$189,000	\$299,000



Summary of Improvements

- Replace patrol vehicle - \$30,000 (2013/14)
- Replace bullet-proof vests - \$10,000 (2014/15)
- Replace patrol vehicle - \$24,500 (2014/15)
- Replace patrol vehicle - \$24,500 (2014/15)
- Replace mobile video system - \$50,000 (2015/16)
- Replace command use vehicle - \$20,000 (2015/16)
- Replace closed circuit TV/camera system - \$20,000 (2016/17)
- Replace telephone system - \$30,000 (2016/17)
- Replace patrol vehicle - \$35,000 (2016/17)
- Replace patrol vehicle - \$30,000 (2017/18)
- Replace undercover vehicle - \$25,000 (2018/19)
- Replace weapons - \$13,000 – (2019/20)

Wastewater Treatment Plant

The Township's Wastewater Treatment facility is located at 11500 Lemen Road and is categorized as a tertiary treatment facility. Flow is pumped to the plant via fifteen (15) pumping stations. The Wastewater Treatment Plant employs five (5) people including a superintendent, an Assistant superintendent, a System Superintendent, a Maintenance Supervisor, and a Laboratory Technician.

Although the Township provides public wastewater disposal within the designated service area, there are no plans for expansion in the future. The areas currently served by sanitary sewers include the majority of the Whitmore, Wildwood, and Horseshoe Lakes residential areas, and the area surrounding the N. Territorial/U.S. 23 interchange.

Summary of Capital Improvements

The Wastewater Treatment Plant is funded through a separate Wastewater Fund. Capital Improvement projects servicing the Wastewater Treatment Plant directly support goals and objectives found within the Master Plan to:

- Provide timely, efficient, and quality governmental services to Township residents.

SCHEDULE OF PROJECT EXPENDITURES			
Budget Year	Equipment Replacement	Vehicle Replacement	TOTALS
2013/14	\$0	\$30,000	\$30,000
2014/15	\$30,000	\$0	\$30,000
2015/16	\$50,000	\$0	\$50,000
2016/17	\$50,000	\$0	\$50,000
2017/18	\$75,000	\$0	\$75,000
TOTALS	\$205,000	\$30,000	\$235,000

Summary of Improvements

- New 1-Ton Pick-Up Truck w/utility box and crane - \$30,000 (2013/14)
- New Pump for Eight Mile Pumping Station - \$30,000 (2014/15)
- New Aeration Blowers, Motors, and Controls - \$50,000 (2015/16)
- New Vacuum Trailer - \$50,000 (2016/2017)
- Aeration System Drop Pipes - \$25,000 (2017/18)
- Ultra-Violet Disinfection - \$50,000 (2017/2018)

Senior Center

The Northfield Township Senior Center is an ever-expanding center dedicated to the older adults of Northfield Township and the surrounding area. Seniors are invited to take advantage of any number of programs, activities, and travel opportunities which are geared just for them, such as exercise programs, book talks, informational speakers, foot care, massage, and trips to local points of interest. The Senior Center is located at 9101 Main Street.

The Senior Center's mission is "to be a focal point for aging which promotes independence, enhances dignity, and advocates for older citizens, their families, and/or caregivers by effectively collaborating, forging, and nurturing



networks and relationships across institutions and agencies."

Summary of Capital Improvements

The project requests provided by the Senior Center are focused around improvements to the existing building and property. Capital Improvement projects servicing the Senior Center directly support goals and objectives found within the Master Plan to:

- Provide timely, efficient, and quality governmental services to Township residents.

SCHEDULE OF PROJECT EXPENDITURES		
Budget Year	Building + Site Improvements	TOTALS
2013/14	\$20,000	\$20,000
2014/15	\$160,00	\$160,000
2015/16	\$150,000	\$150,000
2016/17	\$22,000	\$22,000
2017/18	\$0	\$0
2018/19	\$0	\$0
TOTALS	\$0	\$352,000

Summary of Improvements

- Replace flooring (entire building) - \$20,000 (2013/14).
- Purchase land for additional parking lot - \$160,000 (2014/15).
- Open basement and finish - \$150,000 (2015/16).
- Replace roof - \$11,200 (2016/17).
- Replace furnace/AC - \$10,800 (2016/17).

Parks and Recreation

The Northfield Township Parks and Recreation Commission takes on the important task of planning, implementing and maintaining parks and recreation facilities for the Township.

Summary of Capital Improvements

This seven (7) member board has provided one (1) project for each of the upcoming five (5) project years consisting of a dog and/or bicycle park, update of the Township's Parks and Recreation Master Plan, Seven Mile Road Nature Area, Downtown Park/Community Center, and Lake Front Park/Beach.

The Parks and Recreation projects directly support goals and objectives found in the Master Plan to:

- Provide timely, efficient, and quality governmental services to Township residents.

SCHEDULE OF PROJECT EXPENDITURES			
Budget Year	Park Development/ Maintenance	Parks + Recreation Master Plan Update	TOTALS
2013/14	\$0	\$0	\$0
2014/15	\$0	Less than \$10,000	\$0
2015/16	\$20,000	\$0	\$20,000
2016/17	unknown	\$0	unknown
2017/18	unknown	\$0	unknown
2018/19	\$0	\$0	\$0
TOTALS	\$20,000	\$10,000	\$30,000

Summary of Improvements

- Dog Park and/or Bicycle Park – nominal cost – does not meet CIP requirements (2013/14).
- Township Parks and Recreation Master Plan – Less than \$10,000 – does not meet CIP requirements (2014/15).
- Seven Mile Road Nature Area - \$20,000 (2015/16).
- Downtown Park/Community Center – Cost unknown (2016/17).
- Lake Front Park/Beach – Cost unknown (2017/18).

EXECUTIVE SUMMARY

A Capital Improvements Program (CIP) is a blueprint for planning a community's capital expenditures. This CIP is a five (5)-year long-range plan, designed to be evaluated on a yearly basis. The Timeframe starts with the 2013/2014 budget year. It coordinates planning, financial capacity, and physical development and will be used as a management tool for the budget and planning processes. A Plan can help to achieve maximum use of taxpayers' dollars, encourage more efficient government administration, aid in grant processes, and help to maintain a sound financial program.

Capital planning identifies purchases of physical assets for construction, major repair, reconstruction or replacement of capital items, such as buildings, utility systems, parks, heavy equipment and extensive internal office needs which are of high cost and have a longer useful life. Northfield Township used a \$10,000 minimum amount to qualify for an improvement. A CIP has a number of advantages:

- Facilitates coordination between capital needs and operational budgets.
- Allows for better scheduling of public improvements and coordination of construction.
- Enhances the community's credit rating and control of its tax rate and avoids sudden changes in its debt service requirements.

As part of the process, department directors consider project costs and potential funding sources. The purpose of this effort is to provide a long-range view of Township costs as anticipated by the various departments. It provides a general "road map" for the annual budget deliberations. The plan is not intended to be an accounting exercise.

SCHEDULE OF PROJECT EXPENDITURES

Budget Year	Fire	Police	Wastewater	Senior Center	Parks + Rec	TOTALS
2013/14	\$35,000	\$40,000	\$30,000	\$20,000	\$0	\$125,000
2014/15	\$0	\$49,000	\$30,000	\$160,000	\$0	\$239,000
2015/16	\$360,000	\$70,000	\$50,000	\$150,000	\$20,000	\$650,000
2016/17	\$0	\$85,000	\$50,000	\$22,000	Unknown	\$157,000
2017/18	\$120,000	\$30,000	\$75,000	\$0	Unknown	\$225,000
2018/19	\$430,000	\$25,000	\$0	\$0	\$0	\$455,000
TOTALS	\$945,000	\$299,000	\$235,000	\$352,000	\$20,000	\$1,851,000

Appendices

Northfield Township

2013-2018

2013 ASSET INVENTORY SUMMARY

Fire Department Inventory Summary								
Equipment	Year Built / Acquired	Latest Major Improvement	Condition	Replacement Cost	Code Deficiencies	Deferred Maintenance Cost	Expected Life of Asset	Replacement Year
Fire Station #2	1974	Painting	Fair	\$264,861	Elec. + Plumb.	-	Unknown	-
Tanker 8-1 Ford F-800 (Station #2)	1993	Pump Replacement 2012	Poor	\$350,000	-	-	20 years	2013
Command Vehicle C8-1 (Station #2)	2002	-	Poor	\$35,000	-	-	7 years	2009
Brush 8-2 (Station #2)	1982	-	Out of Service	\$120,000	-	-	20 years	2002
Utility 8-2	-	Tires	Poor	\$30,000	-	-	15 years	-
Self-contained breathing apparatus (27 units)	2010	-	Excellent	\$9,000 each/\$243,000	-	-	10 years	2020
SCBA MAKO Air Compressor (Station #1)	1996	-	Excellent	\$50,000	-	-	25 years	2021
Thermal Image Camera MSA (2 units – Station #1)	2005/2011	-	1-Poor 1-Excellent	\$10,000 each/\$20,000	-	-	10-12 years	2015/2021
JAWS of life	1990's	-	Good	\$30,000	-	-	20-25 years	2025
Tanker 8-2 (Station #1)	1997	-	Good	\$350,000	-	-	20 years	2017
Engine 8-1 (Station #1)	2000	Spring repair, pump repairs 2012	Adequate	\$500,000	-	-	20 years	2020
Brush 8-1 (Station #1)	1996	-	Good	\$120,000	-	-	20 years	2016
Utility Vehicle U8-1	2000	-	Fair	-	-	-	10 years	2010
Rescue 8-2 (Station #2)	2005	-	Excellent	\$200,000	-	-	10 years	2015
Rescue 8-1 (Station #1)	2006	Tire Replacement	Good	\$200,000	-	-	10 years	2016
Engine 8-2 (Station #2)	2004	-	Excellent	\$450,000	-	-	20 years	2024
75-foot Ladder Truck 8-1 (Station #1)	2004	-	Excellent	\$750,000	-	-	20 years	2024
Digital Sign	2010	-	Good	\$10,000	-	-	15 years	2025

POLICE DEPARTMENT INVENTORY SUMMARY									
Equipment	Year Built / Acquired	Latest Major Improvement	Condition	Replacement Cost	Code Deficiencies	Deferred Maintenance Cost	Expected Life of Asset	Replacement Year	
Patrol Vehicle (292)	2008	Alternator/Brakes/ABS Sensor	Poor	\$24,500	-	-	3 years	2011	
Bullet Proof Vests	2004	-	Poor	\$10,000	-	-	8 years	2012	
Patrol Vehicle (101)	2010	Throttle Module	Fair	\$30,000	-	-	3 years	2013	
Patrol Vehicle (102)	2010	-	Fair	\$30,000	-	-	3 years	2013	
L-3 Mobile Video System	2007	-	Poor	\$45,000	-	-	7 years	2014	
Command Use Vehicle (DBI)	2006	Spark plugs + struts	Fair	\$20,000	-	-	6 years	2012	
Closed Circuit TV/Camera System	2002	-	Fair	\$20,000	-	-	15 years	2017	
Telephone System	2002	-	Fair	\$30,000	-	-	15 years	2017	
Patrol Vehicle (111)	2011	-	Excellent	\$35,000	-	-	4 years	2015	
Patrol Vehicle (113)	2012	-	Excellent	\$30,000	-	-	4 years	2016	
Undercover Vehicle (UCI)	2012	-	Excellent	\$25,000	-	-	5 years	2016	
Weapons	2008	-	Good	\$13,000	-	-	10 years	2018	

SENIOR CENTER INVENTORY SUMMARY								
Equipment	Year Built / Acquired	Latest Major Improvement	Condition	Replacement Cost	Code Deficiencies	Deferred Maintenance Cost	Expected Life of Asset	Replacement Year
Air Conditioning	1996	-	Adequate	\$5,400	-	-	20 years	2016
Furnace	1996	-	Adequate	\$5,400	-	-	20 years	2016
Roof	1996	-	Adequate	\$11,200	-	-	20 years	2016
Flooring	1996	-	Poor	\$20,000	-	-	15 years	2011

WASTEWATER TREATMENT PLANT INVENTORY SUMMARY								
Equipment	Year Built / Acquired	Latest Major Improvement	Condition	Replacement Cost	Code Deficiencies	Deferred Maintenance Cost	Expected Life of Asset	Replacement Year
Fencing (1,900 feet – 6-foot tall)	1963	480 feet added 1998	Adequate	\$50,000	-	-	20+ years	1983+
Multi-Aqua Individual Room Air Conditioner System	2003	-	Good	\$15,000	-	-	20+ years	2023+
Guard Rail (1,060 feet @ Treatment Plant)	1963	-	Rail-Fair Posts-Poor	\$10,000	-	-	20+ years	1983+
5 sets Office Work Stations + File Cabinets	1991	-	Good	\$10,000	-	-	20+ years	2011+
Asphalt Drive (2,765 feet)	1963	3-inch coating added 1991	Fair	\$200,000	-	-	20+ years	2011+
Storage Garage (32'x30')	2007	-	Good	\$30,000	-	-	30+ years	2037+
Office/Laboratory/Garage Building	1962	1978, 1991	Good	\$240,000	-	-	30+ years	2021+
Metal Storage Shed (40'x40')	1976	New roof in 1990	Adequate	\$25,000	-	-	30+ years	2006+
Grit/Screen Building	1998	-	Good	\$100,000	-	-	30+ years	2028+
Filter Building #2	1998	-	Good	\$200,000	-	-	30+ years	2028+
Filter Building #1	1976	1998	Good	\$250,000	-	-	30+ years	2028+
Digester Building	1962	1991	Good	\$100,00	-	-	30+ years	2021+
(3) Return Sludge Pumps: Filter Building #1	1976	New impellers on all three in 1998	Good	\$15,000	-	-	30+ years	2006+
(2) Variable Frequency Drives: Filter Building #1	1998	-	Good	\$10,000 each/\$20,000	-	-	20+ years	2018+
(2) Traveling Bridge Gravity Sand Filters	1998	-	Good	-	-	-	20+ years	2018+
Hycor Solids Separator	1998	New screw shaft in 2008	Good	\$70,000	-	-	20+ years	2018+
(4) Carter Piston Pumps: Office, Digester + Filter Buildings	1963/1991	Second pump added to Office Building in 1991	Good	\$15,000 each/\$60,000	-	-	30+ years	1993+/2021+
(2) Filter Influent Pumps: Filter Building #1	1976	1998	Good	\$12,000	-	-	20+ years	1996+
Grit Conveyor	1998	-	Adequate	-	-	-	20+ years	2018+
Cyclone Grit Separator	1998	-	Good	-	-	-	20+ years	2018+
Primary Clarifiers-East	1962	Completely refurbished tank with all new components 2007	Good	-	-	-	30+ years	2037+
Laboratory Equipment	1990-2000	2010	Good	\$35,000	-	-	-	-
(3) Aeration Tank Blowers: Filter Building #1	1976	1990, 2008	Good	-	-	-	30+ years	2038+
Triplex Piston Pump	1978	Replaced one piston + connecting rod w/bearings in 1993	Good	\$40,000	-	-	30+ years	2023+
(2) Kewanee Boilers: Digester Building + Boiler Room	1979/1990	Second Boiler added in 1990	Good	\$20,000 each/\$40,000	-	-	30+ years	2009+/2020+
Primary Clarifiers-West	1998	-	Good	-	-	-	30+ years	2028+
(3) Variable Frequency Drives	2009	-	Good	\$25,000 (all 3)	-	-	20+ years	2029+

WASTEWATER TREATMENT PLANT INVENTORY SUMMARY								
Equipment	Year Built / Acquired	Latest Major Improvement	Condition	Replacement Cost	Code Deficiencies	Deferred Maintenance Cost	Expected Life of Asset	Replacement Year
(3) Primary Effluent Pumps	1976	3 new VFD drives	Good	\$15,000 each/\$45,000	-	-	20+ years	2011+
Pipeline Inspection Trailer + Cameras	2005	-	Good	\$40,000	-	-	20+ years	2025+
JCB 214 Backhoe – Shed	2000	-	Good	\$65,000	-	-	20+ years	2020+
Komatsu Forklift – Shed	2003	-	Good	\$25,000	-	-	20+ years	2023+
High Pressure Pipe Cleaning Machine – Shed	2002	-	Good	\$65,000	-	-	20+ years	2022+
Ford F250 4x4 Snow Plow Truck – Garage	2006	-	Good	\$28,000	-	-	12-15 years	2018+
Ford F350 4x4 Truck w/Crane + Utility Box – Garage	2001	-	Good	\$32,000	-	-	12-15 years	2018+
(1) 104 ft. diameter Trickling Filter	1962	1991, 2008	Good	-	-	-	30+ years	2038+
(1) 20 ft. diameter Thickener Tank	1976	-	Adequate	-	-	-	30+ years	2006+
748,000 Gallon Sludge Storage Tank	1991	-	Adequate	\$1,500,000	-	-	30+ years	2021+
(1) 30 ft. diameter Circular Clarifier	1962	-	Adequate	-	-	-	30+ years	1992+
(3) Circular Concrete Domed Sludge Digesters totaling 266,500 gallons	1962	1990,2008	Good	-	-	-	30+ years	2038+
(3) 23'x35'x15' Aeration Tanks	2-1962; 1-1991	-	Adequate	-	-	-	30+ years	2006+/2021+
(1) 40 ft. diameter Final Clarifier	1991	-	Good	-	-	-	30+ years	2021+
(2) 30 ft. diameter Final Circular Clarifiers	1976	-	Good	-	-	-	30+ years	2006+
20kW Cummins Stand-by Generator – Horseshoe Lake Pump Station #2	2004	-	Good	\$25,000	-	-	20+ years	2024+
(4) Pumps – Eight Mile Road Pump Station	2001	1 new pump for \$27,000 in 2012	Good	\$1,200,000	-	-	20+ years	2021+
Eastshore Drive Pump Station #2	1969	-	Fair	\$500,000	-	-	20+ years	1999+
Eastshore Drive Pump Station #1	1960	Completely new in 2007	Good	\$500,000	-	-	20+ years	2027+
Eagle Gardens Pump Station	1995	New pumps + controls 2001	Good	\$500,000	-	-	20+ years	2021+
250kW Cummins Stand-by Generator	2008	-	Good	\$135,000	-	-	20+ years	2028+
200kW Cummins Stand-by Generator – Eight Mile Road Pump Station	1999	-	Good	\$130,000	-	-	20+ years	2019+
85kW Cummins Stand-by Generator – Eastshore Pump Station #1	2007	-	Good	\$65,000	-	-	20+ years	2027+
85kW Cummins Stand-by Generator – N. Territorial Road Pump Station	2004	-	Good	\$65,000	-	-	20+ years	2024+
20kW Cummins Stand-by Generator – Horseshoe Lake Pump Station #3	2004	-	Good	\$25,000	-	-	20+ years	2024
35kW Cummins Stand-by Generator – Eastshore Pump Station #2	2011	-	Good	\$30,000	-	-	20+ years	2031+

WASTEWATER TREATMENT PLANT INVENTORY SUMMARY								
Equipment	Year Built / Acquired	Latest Major Improvement	Condition	Replacement Cost	Code Deficiencies	Deferred Maintenance Cost	Expected Life of Asset	Replacement Year
20kW Cummins Stand-by Generator – Horseshoe Lake Pump Station #1	2004	-	Good	\$25,000	-	-	20+ years	2024+
Shadowoods Pump Station	1996	-	Good	\$250,000	-	-	20+ years	2016+
100kW Onan Portable Generator – Storage Shed	1985	-	Good	\$50,000	-	-	20+ years	2005+
North Shore Pump Station #2	1969	Completely new in 1985	Adequate	\$500,000	-	-	20+ years	2005+
North Shore Pump Station #1	1969	New Air/Water Tanks in 2009	Adequate	\$250,000	-	-	20+ years	1999+
Nile Mile Road Pump Station	1978	-	Good	\$250,000	-	-	20+ years	1998+
N. Territorial Pump Station	2002	-	Good	\$750,000	-	-	20+ years	2022+
Main Street Pump Station	1969	-	Fair	\$250,000	-	-	20+ years	1989+
Lake Point Drive Pump Station	2004	-	Good	\$15,000	-	-	20+ years	2024+
125kW Katolite Portable Generator – Storage Shed	2001	-	Good	\$50,000	-	-	20+ years	2021+
Horseshoe Lake Pump Station #3	1978	New pumps in 2010	Good	\$500,000	-	-	20+ years	2030+
Horseshoe Lake Pump Station #2	1978	-	Good	\$500,000	-	-	20+ years	1998+
Horseshoe Lake Pump Station #1	1978	2 New Pumps in 2010	Good	\$500,000	-	-	20+ years	2030+
28.33 Miles of gravity sewer pipe	1961, 1965, 1978, 1998	1998	Fair to Good	\$16,000,000	-	-	-	-

Northfield Township

2013-2018

Project Justification Score Sheet

CAPITAL IMPROVEMENT PLAN – JUSTIFICATION SCORE

Justification scores for competing projects will be utilized to assign project priorities. The justification score indicates the degree to which the project helps to achieve the following policy statements:

Policy Statements

An essential component of the Capital Improvement Plan is to establish a policy framework for capital project selection. The policy framework establishes prioritization of projects to most efficiently determine how to allocate X dollars to activity A rather than activity B. In order to assist the Department Heads, the Planning Commission, and the Township Board, capital investment policies have been established. The Capital Improvement Plan prioritizes projects that:

1. Protect health, safety, and lives of citizens.
2. Maintain or improve public infrastructure.
3. Reduces energy consumption, or impact on the environment.
4. Enhance social, cultural, recreational or aesthetic opportunities.
5. Improve customer service, convenience for citizens.
6. Has an identified source of funding. (Other than General Fund)

Project Scoring

Tied directly to the capital investment policies, the following evaluation criteria are to be used by the CIP Coordinating Committee to guide capital project selection and prioritization. The evaluation criteria allows for the comparison of a very broad set of proposed projects. (road repaving vs. new fire truck, for example).

The maximum total justification score for a project is eighteen (18), which would indicate that

<i>Policy Statement</i>	<i>Scoring</i>		
	<i>1</i>	<i>2</i>	<i>3</i>
<i>Protect health, safety, and lives of citizens.</i>	No impact on existing public health, safety, and or welfare	Increases public health, safety, and welfare issue but is not an urgent, continual need or hazard	Addresses an immediate, continual public health, safety, or welfare need
<i>Maintain or improve public infrastructure</i>	Has no effect on public infrastructure	Needed to maintain existing infrastructure	Will improve public infrastructure
<i>Reduces Energy Consumption and/or impact on the environment</i>	Would have a negative effect on energy consumption and /or impact on the environment	Would not affect energy consumption and/or impact on the environment	Would improve energy consumption and/or impact on the environment
<i>Enhance social, cultural, recreational or aesthetic opportunities.</i>	Has no enhancement value	Will help maintain existing opportunities	Represents an improvement over existing cultural, recreational, or aesthetic opportunities.
<i>Maintains or Improves Level of Service</i>	Does not improve level of service	Maintains existing level of service	Improves level of service
<i>Has an Identified Source of Funding</i>	Does not have a dedicated source of funding	Has a dedicated source of funding but funding is insufficient for project completion	Has a dedicated source of funding which is sufficient for project completion

all six (6) criteria are viewed as “very important”. The justification score will assist in assigning priorities; however, projects that are necessary to protect against a clear and immediate risk to public health or safety should be given the highest priority.

Each Township Department’s projects are listed below by requested funding year. Please evaluate each request based upon the justification criteria provided.

Fire Department

Project: Station #2 Command Vehicle

Project Year Requested: 2013/14

Year Built / Acquired: 2002

Condition: Poor

Expected Life of Asset: 7 years

Funding: General Fund: \$35,000

3	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
1	Has an identified source of funding (Other than General Fund)
11	TOTAL

Project: Station #2 Tanker Replacement

Project Year Requested: 2014/15

Year Built / Acquired: 1993

Condition: Poor

Expected Life of Asset: 20 years

Funding: General Fund: \$350,000

3	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
1	Has an identified source of funding (Other than General Fund)
13	TOTAL

Project: Station #1 Thermal Image Camera
Project Year Requested: 2014/15
Year Built / Acquired: 2005
Condition: Poor
Expected Life of Asset: 10-12 years
Funding: General Fund: \$10,000

3	Protect health, safety, lives of citizens
1	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
1	Has an identified source of funding (Other than General Fund)
11	TOTAL

Project: Station #1 Brush Truck Replacement
Project Year Requested: 2016/17
Year Built / Acquired: 1996
Condition: Fair
Expected Life of Asset: 10 years
Funding: General Fund: \$120,000

3	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
1	Has an identified source of funding (Other than General Fund)
11	TOTAL

Project: Station #1 Rescue Truck Replacement
Project Year Requested: 2017/18
Year Built / Acquired: 2006
Condition: Good
Expected Life of Asset: 10 years
Funding: General Fund: \$200,000

3	Protect health, safety, lives of citizens
1	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
1	Has an identified source of funding (Other than General Fund)
11	TOTAL

Project: Station #2 General Renovation
Project Year Requested: 2012/13
Year Built / Acquired: 1974
Condition: Fair
Expected Life of Asset: Unknown
Funding: General Fund: \$30,000 / Grant: \$264,861

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
1	Has an identified source of funding (Other than General Fund)
12	TOTAL

Project: Station #2 Rescue Truck Replacement

Project Year Requested: 2015/16

Year Built / Acquired: 2005

Condition: Excellent

Expected Life of Asset: 10 years

Funding: General Fund: \$200,000

3	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
1	Has an identified source of funding (Other than General Fund)
12	TOTAL

Police Department

Project: Replace patrol vehicle

Project Year Requested: 2012/13

Year Built / Acquired: 2008

Condition: Poor

Expected Life of Asset: 3 years

Funding: General Fund: \$30,000

3	Protect health, safety, lives of citizens
1	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
3	Has an identified source of funding (Other than General Fund)
12	TOTAL

Project: Replace bullet proof vests

Project Year Requested: 2012/13

Year Built / Acquired: 2004

Condition: Poor

Expected Life of Asset: 8 years

Funding: General Fund: \$10,000

3	Protect health, safety, lives of citizens
1	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
3	Has an identified source of funding (Other than General Fund)
12	TOTAL

Project: Replace (2) patrol vehicles
Project Year Requested: 2013/14
Year Built / Acquired: 2010
Condition: Fair
Expected Life of Asset: 3 years
Funding: General Fund: \$24,500 each = \$49,000

3	Protect health, safety, lives of citizens
1	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
3	Has an identified source of funding (Other than General Fund)
12	TOTAL

Project: Replace mobile video system
Project Year Requested: 2014/15
Year Built / Acquired: 2007
Condition: Poor
Expected Life of Asset: 7 years
Funding: General Fund: \$50,000

3	Protect health, safety, lives of citizens
1	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
2	Has an identified source of funding (Other than General Fund)
11	TOTAL

Project: Replace command use vehicle

Project Year Requested: 2014/15

Year Built / Acquired: 2006

Condition: Fair

Expected Life of Asset: 6 years

Funding: General Fund: \$20,000

3	Protect health, safety, lives of citizens
1	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
2	Has an identified source of funding (Other than General Fund)
11	TOTAL

Project: Replace closed circuit TV/Camera system

Project Year Requested: 2015/16

Year Built / Acquired: 2002

Condition: Fair

Expected Life of Asset: 15 years

Funding: General Fund: \$20,000

3	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
1	Has an identified source of funding (Other than General Fund)
11	TOTAL

Project: Replace telephone system

Project Year Requested: 2015/16

Year Built / Acquired: 2002

Condition: Fair

Expected Life of Asset: 15 years

Funding: General Fund: \$30,000

2	Protect health, safety, lives of citizens
1	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
1	Has an identified source of funding (Other than General Fund)
10	TOTAL

Project: Replace patrol vehicle

Project Year Requested: 2015/16

Year Built / Acquired: 2011

Condition: Excellent

Expected Life of Asset: 4 years

Funding: General Fund: \$35,000

3	Protect health, safety, lives of citizens
1	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
3	Has an identified source of funding (Other than General Fund)
12	TOTAL

Project: Replace patrol vehicle

Project Year Requested: 2016/17

Year Built / Acquired: 2012

Condition: Excellent

Expected Life of Asset: 4 years

Funding: General Fund: \$30,000

3	Protect health, safety, lives of citizens
1	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
3	Has an identified source of funding (Other than General Fund)
12	TOTAL

Project: Replace undercover vehicle

Project Year Requested: 2017/18

Year Built / Acquired: 2012

Condition: Excellent

Expected Life of Asset: 5 years

Funding: General Fund: \$25,000

3	Protect health, safety, lives of citizens
1	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
3	Has an identified source of funding (Other than General Fund)
12	TOTAL

Project: Replace Weapons

Project Year Requested: 2018/19

Year Built / Acquired: 2008

Condition: Good

Expected Life of Asset: 10 years

Funding: General Fund: \$13,000

3	Protect health, safety, lives of citizens
1	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
2	Has an identified source of funding (Other than General Fund)
11	TOTAL

Wastewater Treatment Plant

Project: Grit Building - Heat

Project Year Requested: 2012/13

Year Built / Acquired: 1998

Condition: Good

Expected Life of Asset: Life of Building 30+ years

Funding: Sewer Fund: \$25,000

	Protect health, safety, lives of citizens
	Maintain or improve public infrastructure, facilities
	Reduce energy consumption, impact on the environment
	Enhance social, cultural, recreational, aesthetics opportunities
	Improve customer service, convenience for citizens
	Has an identified source of funding (Other than General Fund)
	TOTAL PROJECT COMPLETED

Project: New 1-ton Pick-up truck with utility box and crane

Project Year Requested: 2013/14

Year Built / Acquired: 2001

Condition: Good

Expected Life of Asset: 12-15 years

Funding: Sewer Fund: \$30,000

2	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
3	Has an identified source of funding (Other than General Fund)
16	TOTAL

Project: New pump – Eight Mile Pumping Station

Project Year Requested: 2014/15

Year Built / Acquired: 2001

Condition: Good

Expected Life of Asset: 20+ years

Funding: Sewer Fund: \$30,000

1	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
3	Has an identified source of funding (Other than General Fund)
15	TOTAL

Project: New Aeration Blowers, Motors and Controls

Project Year Requested: 2013/14

Year Built / Acquired: 1976

Condition: Good

Expected Life of Asset: 30+ years

Funding: Sewer Fund: \$50,000

1	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
3	Has an identified source of funding (Other than General Fund)
14	TOTAL

Project: Vacuum Trailer
Project Year Requested: 2015/16
Year Built / Acquired: NEW
Condition: NA
Expected Life of Asset: Not Provided
Funding: Sewer Fund: \$50,000

2	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
1	Has an identified source of funding (Other than General Fund)
12	TOTAL

Project: Aeration System Drop Pipes
Project Year Requested: 2012/13
Year Built / Acquired: 1976 (Aeration Tank Blowers)
Condition: Good
Expected Life of Asset: 30+ years
Funding: Sewer Fund: \$25,000

1	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
1	Improve customer service, convenience for citizens
3	Has an identified source of funding (Other than General Fund)
11	TOTAL

Project: Ultra Violet Disinfection

Project Year Requested: 2016/17

Year Built / Acquired: NEW

Condition: NA

Expected Life of Asset: NA

Funding: Sewer Fund: \$50,000

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
1	Improve customer service, convenience for citizens
1	Has an identified source of funding (Other than General Fund)
11	TOTAL

Senior Center

Project: Purchase Land for additional parking lot

Project Year Requested: 2013/14

Year Built / Acquired: NEW

Condition: NA

Expected Life of Asset: Unknown

Funding: General Fund: \$160,000

2	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
1	Has an identified source of funding (Other than General Fund)
14	TOTAL

Project: Replace flooring

Project Year Requested: 2012/13

Year Built / Acquired: 1996

Condition: Poor

Expected Life of Asset: 20 years

Funding: General Fund: \$20,000

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
1	Has an identified source of funding (Other than General Fund)
13	TOTAL

Project: Open basement and finish

Project Year Requested: 2014/15

Year Built / Acquired: 1996

Condition: Poor

Expected Life of Asset: 20 years

Funding: General Fund: \$150,000

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
1	Has an identified source of funding (Other than General Fund)
13	TOTAL

Project: Replace roof

Project Year Requested: 2015/16

Year Built / Acquired: 1996

Condition: Adequate

Expected Life of Asset: 20 years

Funding: General Fund: \$11,200

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
1	Has an identified source of funding (Other than General Fund)
12	TOTAL

Project: Replace furnace/AC

Project Year Requested: 2015/16

Year Built / Acquired: 1996

Condition: Adequate

Expected Life of Asset: 20 years

Funding: General Fund: \$10,800

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
1	Has an identified source of funding (Other than General Fund)
12	TOTAL

Parks + Recreation

Project: Seven Mile Nature Area

Project Year Requested: 2014/15

Year Built / Acquired: NEW

Condition: NA

Expected Life of Asset: Unknown

Funding: General Fund: \$20,000

	Protect health, safety, lives of citizens
	Maintain or improve public infrastructure, facilities
	Reduce energy consumption, impact on the environment
	Enhance social, cultural, recreational, aesthetics opportunities
	Improve customer service, convenience for citizens
	Has an identified source of funding (Other than General Fund)
	TOTAL

Project: Downtown Park / Community Center

Project Year Requested: 2015/16

Year Built / Acquired: NEW

Condition: NA

Expected Life of Asset: Unknown

Funding: General Fund: UNKNOWN

	Protect health, safety, lives of citizens
	Maintain or improve public infrastructure, facilities
	Reduce energy consumption, impact on the environment
	Enhance social, cultural, recreational, aesthetics opportunities
	Improve customer service, convenience for citizens
	Has an identified source of funding (Other than General Fund)
	TOTAL

Project: Lakefront Park / Beach

Project Year Requested: 2017/18

Year Built / Acquired: NEW

Condition: NA

Expected Life of Asset: Unknown

Funding: General Fund: UNKNOWN

	Protect health, safety, lives of citizens
	Maintain or improve public infrastructure, facilities
	Reduce energy consumption, impact on the environment
	Enhance social, cultural, recreational, aesthetics opportunities
	Improve customer service, convenience for citizens
	Has an identified source of funding (Other than General Fund)
	TOTAL

Northfield Township

2013-2018

Project + Budget Fund Priorities Summary

PROJECT # (Priority-Year)	PROJECT NAME	FUNDING SOURCES	1st Year FY 13-14	2nd Year FY 14-15	3rd Year FY 15-16	4th Year FY 16-17	5th Year FY 17-18	6th Year FY 18-19	BEYOND 6TH YEAR	TOTAL ESTIMATED EXPENDITURES
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FIRE DEPARTMENT

Priority #1-2012	Station #2 Command Vehicle Replacement	General Fund	35,000							35,000
Priority #2-2012	Station #2 Tanker Replacement	General Fund			350,000					350,000
Priority #3-2012	Station #1 Thermal Image Camera	General Fund			10,000					10,000
Priority #4-2012	Station #1 Brush Truck Replacement	General Fund				120,000				120,000
Priority #5-2012	Station #1 Rescue Truck Replacement	General Fund					200,000			200,000
Priority #6-2012	Station #2 General Renovation	General Fund					30,000			30,000
	Grants	Grants					264,861			264,861
Priority #7-2012	Station #2 Rescue Truck Replacement	General Fund					200,000			200,000

SECTION TOTALS

TOTAL	35,000	-	360,000	-	120,000	694,861		1,209,861
General Fund	35,000	-	360,000	-	120,000	430,000		945,000
Grants						264,861		264,861

Grant Match

POLICE DEPARTMENT

Priority #1-2012	Replace Patrol Vehicle	General Fund	30,000							30,000
Priority #2-2012	Replace Bullet Proof Vests	General Fund	10,000							10,000
Priority #3-2012	Replace Patrol Vehicles (2)	General Fund		49,000						49,000
Priority #4-2012	Replace Mobile Video System	General Fund			50,000					50,000
Priority #5-2012	Replace Command Use Vehicle	General Fund			20,000					20,000
Priority #6-2012	Replace Closed Circuit TV/Camera System	General Fund				20,000				20,000
Priority #7-2012	Replace Telephone System	General Fund				30,000				30,000
Priority #8-2012	Replace Patrol Vehicle	General Fund				35,000				35,000
Priority #9-2012	Replace Patrol Vehicle	General Fund					30,000			30,000
Priority #10-2012	Replace Undercover Vehicle	General Fund						25,000		25,000
Priority #11-2012	Replace Weapons	General Fund							13,000	13,000

SECTION TOTALS

TOTAL	40,000	49,000	70,000	85,000	30,000	25,000	13,000	312,000
General Fund	40,000	49,000	70,000	85,000	30,000	25,000	13,000	312,000

WASTEWATER TREATMENT PLANT

2012	Grit Building Heat	Sewer Fund	COMPLETED							-
Priority #1-2012	New 1-Ton Pick-up Truck w/utility box + crane	Sewer Fund	30,000							30,000
Priority #2-2012	New Pump - Eight Mile Pumping Station	Sewer Fund		30,000						30,000
Priority #3-2012	New Aeration Blowers, Motors + Controls	Sewer Fund			50,000					50,000
Priority #4-2012	Vacuum Trailer	Sewer Fund				50,000				50,000
Priority #5-2012	Aeration System Drop Pipes	Sewer Fund					25,000			25,000
Priority #5-2012	Ultra Violet Disinfection	Sewer Fund					50,000			50,000

SECTION TOTALS

TOTAL	30,000	30,000	50,000	50,000	75,000			235,000
Sewer Fund	30,000	30,000	50,000	50,000	75,000			235,000

SENIOR CENTER

Priority #1-2012	Replace Flooring	General Fund	20,000							20,000
Priorty #2-2012	Purchase Land for Parking Lot	General Fund		160,000						160,000
Priority #2-2012	Open Basement + Finish	General Fund			150,000					150,000
Priority #3-2012	Replace Roof	General Fund				11,200				11,200

PROJECT # (Priority-Year)	PROJECT NAME	FUNDING SOURCES	1st Year	2nd Year FY	3rd Year FY	4th Year FY	5th Year	6th Year FY	BEYOND 6TH YEAR	TOTAL ESTIMATED EXPENDITURES
			FY 13-14	14-15	15-16	16-17	FY 17-18	18-19		
Priority #3-2012	Replace Furnace/AC	General Fund				10,800				10,800
SECTION TOTALS			TOTAL	20,000	160,000	150,000	22,000			352,000
		General Fund		20,000	160,000	150,000	22,000			352,000

PARKS + RECREATION

Priority #1-2012	Seven Mile Road Nature Area	General Fund			20,000					20,000
Priority #2-2012	Downtown Park / Community Center	General Fund				TBD				TBD
Priority #3-2012	Lake Front Park / Beach	General Fund					TBD			TBD
SECTION TOTALS			TOTAL		20,000					20,000
		General Fund			20,000					20,000

GRAND TOTALS	FUNDING SOURCES	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Beyond	TOTAL CIP EXPENDITURES
	TOTAL	125,000	239,000	650,000	157,000	225,000	719,861	13,000	2,128,861
	General Fund	95,000	209,000	600,000	107,000	150,000	455,000	13,000	1,629,000
	Sewer Fund	30,000	30,000	50,000	50,000	75,000	0	0	235,000
	Grants	0	0	0	0	0	264,861	0	264,861

