



City of Potterville Capital Improvement Plan 2026-2031

February 19, 2026

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Overview

This document represents the City of Potterville’s Capital Improvement Program for the fiscal years 2026 through 2031.

The Capital Improvement Plan (CIP) is a multi-year planning instrument used to identify needs and financing sources for public infrastructure improvements. The purpose of the CIP is to facilitate the orderly planning of infrastructure improvements; to maintain, preserve, and protect the City of Potterville’s existing infrastructure systems; 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 City. The CIP outlines how the City will address capital needs over the next six years.

Some of the many benefits that the CIP provides for residents and stakeholders include:

- Optimizes the use of revenue
- Focuses attention on community goals, needs, and capabilities
- Guides future growth and development
- Encourages efficient government
- Helps maintain a sound and stable financial program
- Enhances opportunities for participation in federal or state grant programs

Mission Statement and Legal Basis

The Michigan Planning Enabling Act (PA 33 of 2008) requires the Planning Commission of a local unit to annually prepare a capital improvements program of public structures and improvements. The capital improvements program is a list of public structures and improvements to be done over the ensuing six-year period, organized by priority. Each agency or department of the local unit of government should furnish the Planning Commission with lists, plans, and estimates of the time and cost of public structures and improvements relevant to their agency or department. The plan should be revisited annually to make needed modifications and plan for the next period of six years.

Explanation of Capital Improvement Terms

As used in the City of Potterville Capital Improvement Plan, a capital improvement project is defined as a major, nonrecurring expenditure that includes one or more of the following:

- Land and non-structural improvements
- New structures
- Major repairs - \$5,000 or more
- Major replacements - \$5,000 or more
- New equipment - \$5,000 or more
- Land acquisition
- Planning, engineering, feasibility, or design studies

Some projects can be done “in-house” through Department of Public Works (DPW) staff, but others will be outsourced. When seeking bids, the Village will abide by the established purchase and bid policy.

Schedule and Procedure

The preparation of the Capital Improvement Program should begin in February of each year. Final planning should be completed before the City budget is adopted in June for the fiscal year beginning July 1st.

Each department of the City submits items for inclusion in the CIP. The projects are divided into the following categories:

- Streets
- Water
- Sewer
- Parks & Recreation
- General
- Downtown Development Authority (DDA)

The projects are then assessed for inclusion in the CIP according to the following criteria:

- Necessity to fulfill any state or federal requirements
- Impact on community safety or public health
- Impact on community aesthetics
- Cost
- Availability of funding
- Relationship to community goals and policies, including, but not limited to, those outlined in the City’s Five-Year Park and Recreation Plan (2020- 2024).

Each project is assigned a tentative funding source and a total cost. Then, the projects are scheduled for the upcoming six-year period. Projects can be scheduled for one fiscal year or across multiple years.

The draft CIP is then created by City staff and presented to the Planning Commission for comment and approval. The CIP itself does not commit or obligate the expenditure of funds by the City. However, it should be used as a guide in preparing the annual budget. If it presents a realistic and orderly program for capital expenditure, it will help ensure that funds are budgeted in a timely manner and in proper sequence.

The City of Potterville Capital Improvements Program for 2026-2031 is the result of the process carried out by the Planning Commission and the administrative branch of the City government. The role of the Planning Commission in the CIP preparation is advisory to the City Council, which has the responsibility of final approval. Note that a two-thirds vote of the entire City Council is required to override the Planning Commission's denial of a proposed capital facility project.

Parks and Recreation Capital Improvement Projects

Project	Description	City Funding Source	Other Funding Source	Amt. Grants	% From Rates	Estimated Cost	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	Future
PARKS AND RECREATION													
Lake Alliance Park Trails	Trail improvements, fishing piers, lookouts and new paths.	General Fund 101 and Park Fund 209 and TIFA	DNR Trust Fund, Eaton County Parks	50%	-	\$265,000	X						
Lake Alliance Park Pickleball/Tennis	Add 2 courts	General Fund 101 and Park Fund 209 and TIFA	DNR Trust Fund, Eaton County Parks	50%	-	\$340,000	X						
Lake Alliance Park Soccer/Lacrosse Fields	Add 3 grass fields	General Fund 101 and Park Fund 209 and TIFA	DNR Trust Fund, Eaton County Parks	50%	-	\$1,110,000	X						
Lake Alliance Park Splash Park	Add one splash park	General Fund 101 and Park Fund 209 and TIFA	DNR Trust Fund, Eaton County Parks	50%	-	\$185,000	X						
Lake Alliance Park Boat Launch	Concrete water craft launch for boat, kayak, and canoes that is ADA accessible	General Fund 101 and Park Fund 209 and TIFA	DNR Trust Fund, Eaton County Parks	50%	-	\$50,000	X						
Lake Alliance Dog Park	Add dog park	General Fund 101 and Park Fund 209 and TIFA	DNR Trust Fund, Eaton County Parks	50%	-	\$12,800	X						
Veterans Memorial Park ADA Parking	Add ADA Parking Area	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$63,664		X					
Veterans Memorial Sidewalk and Pathway	Sidewalk and brick pathway	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$29,571		X					
Veterans Memorial Memorials	Install flag poles, fountain, plaques, service seals, and monument wall	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$112,609		X					
Veterans Memorial Amenities	Install furniture, benches, and lights	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$51,000		X					
Veterans Memorial Shelter	Install a small shelter, pavillion, or gazeobo	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$35,000		X					
City Park Improve Tunnel Connection	Improve Tunnel Connection under M100	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$25,000			X				
City Park Improve and expand playground	Expand "Imagination station" play area	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$904,200			X				
City Park improvements to restrooms	Improve restroom facilities	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$125,000			X				
City Park Improve ADA Spaces	Improve ADA Spaces	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$80,000			X				
City Park Baseball Field	Improve and Expand Baseball Field	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$60,000			X				
City Park Skate Park	Develop Skate Park	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$175,000			X				
Bike Path Extensions	Extend Bike Paths	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$330,000				X			
Sunset Hills Park Restrooms	Develop Restrooms	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$75,000					X		
Sunset Hills Park Basketball Court	Develop Half Court	General Fund 101 and Park Fund 209	DNR Trust Fund, Eaton County Parks	50%	-	\$15,000					X		
Total Estimated Expense							\$1,962,800	\$291,844	\$1,369,200	\$330,000	\$90,000	\$0	\$0

Park and Recreation Projects 2025-2026

Project Title	Lake Alliance Park Trails					
Department	Parks and Recreation					
Est. Cost	\$265,000					
FY Year	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
Est. Cost	\$265,000					
Project Description						
Improve the trails, fishing piers and lookouts at Lake Alliance Park. Create new paths.						
Anticipated Source of Funding						
General Fund, DNR Trust Fund, Eaton County Parks Grant, TIFA						

Project Title	Lake Alliance Court Project						
Department	Parks and Recreation						
Est. Cost	\$340,000						
FY Year	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	Future
Est. Cost	\$340,000						
Project Description							
Add two (2) pickleball/tennis courts.							
Anticipated Source of Funding							
General Fund, DNR Trust Fund, Eaton County Parks Grant, TIFA							

Project Title	Lake Alliance Park Field Project						
Department	Parks and Recreation						
Est. Cost	\$1,110,000						
FY Year	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	Future
Est. Cost	\$1,100,000						
Project Description							
Add three (3) grass soccer/lacrosse fields.							
Anticipated Source of Funding							
General Fund 101, Park Fund 209, TIFA, DNR Trust Fund, Eaton County Parks							

Project Title	Lake Alliance Park Splash Park						
Department	Parks and Recreation						
Est. Cost	\$185,000						
FY Year	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	Future
Est. Cost	\$185,000						
Project Description							
Add one (1) splash park.							
Anticipated Source of Funding							
General Fund, DNR Trust Fund, Eaton County Parks Grant, TIFA							

Project Title	Lake Alliance Park Boat Launch						
Department	Parks and Recreation						
Est. Cost	\$50,000						
FY Year	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	Future
Est. Cost	\$50,000						
Project Description							
Add an ADA accessible concrete watercraft launch for boats, kayaks, and canoes.							
Anticipated Source of Funding							
General Fund, DNR Trust Fund, Eaton County Parks Grant, TIFA							

Project Title	Lake Alliance Park Dog Park						
Department	Parks and Recreation						
Est. Cost	\$12,800						
FY Year	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	Future
Est. Cost	\$12,800						
Project Description							
Add dog park.							
Anticipated Source of Funding							
General Fund, DNR Trust Fund, Eaton County Parks Grant, TIFA							

Storm Sewer Capital Improvement Projects

Project	Description	City Funding Source	Other Funding Source	Amt. Grants	% From Rates	Estimated Cost	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	Future
STORM WATER													
Catchment 1 NE Lake Alliance Park	Dredge storm pond and remove cattail reeds and plant debris	General Fund 101 and Storm Drain Maintenance Fund 598 and TIFA Fund 247			- N/A	\$20,000			X				
Catchment 2 S Lake Alliance Park	Replace culvert under Lake Alliance Park entrance and maintain swale area	General Fund 101 and Storm Drain Maintenance Fund 598 and TIFA Fund 247			- N/A	\$10,000			X				
Catchment 3 East side of City catch basins	Vactor clean all catch basins in local public streets and right of	General Fund 101 & Storm Drain Maintenance Fund 598			- N/A	\$25,000				X			
Catchment 4 Northwest of downtown City area	Maintain culverts, vactor catch basins, and clear debris	General Fund 101 & Storm Drain Maintenance Fund 598			- N/A	\$10,000				X			
Catchment 7 NE of Sunset Drive and Pine Hill	Maintain culverts, vactor catch basins, and clear debris	General Fund 101 & Storm Drain Maintenance Fund 598			- N/A	\$10,000				X			
Catchment 5 South of Sunset Hills drains to abel drain	Maintain culverts, vactor catch basins, and clear debris	General Fund 101 & Storm Drain Maintenance Fund 598			- N/A	\$10,000					X		
Catchment 6 Central area between Sunset Drive to Pine Hill to Hill Top Drive	Maintain control panel, pump, culverts and clear debris	General Fund 101 & Storm Drain Maintenance Fund 598			- N/A	\$20,000					X		
DPW Operations Vehicle	Replace Street Sweeper F-450 TimCo 210	Water Fund 591, Sewer Fund 590, Major Street Fund 202, and Local Street Fund 203			- N/A	\$170,000						X	
Total Estimated Expense							\$0	\$0	\$30,000	\$45,000	\$30,000	\$170,000	\$0

Stormwater Projects 2025-2026

None.

Sanitary Sewer Capital Improvement Projects

Proj#A35:N59	Description	City Funding Source	Other Funding Source	Amt. Grants	% From Rates	Estimated Cost	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	Future
SANITARY SEWER													
Extend Sanitary Main NE on Sunset Drive to new Water Treatment Facility	Install Sanitary Main pipe to new Water Treatment Facility of 500 ft	Sewer Fund 590	USDA Rural Development Bond Program	-	100%	\$100,000	X						
WWTP Lagoon Pond Valves	Replace large valves and valve boxes between WWTP Lagoons	Sewer Fund 590 and TIFA Fund 247	USDA Rural Development Bond Program	-	100%	\$13,000		X					
WWTP Auger Screen	Design and construction housing structure around auger screen and auger pit/manhole	Sewer Fund 590 and TIFA Fund 247	USDA Rural Development Bond Program	-	100%	\$60,000			X				
WWTP Auger Screen Bypass	Retro-fit and construct bypass pit and pump for auger screen	Sewer Fund 590 and TIFA Fund 247	USDA Rural Development Bond Program	-	100%	\$300,000			X				
Televise pipe under Sunset Drive in Sunset Hills development	Video survey pipe and manholes prior to local street resurfacing	Sewer Fund 590		-	100%	\$16,000			X				
Televise pipe under Pine Hill Drive in Sunset Hills development	Video survey pipe and manholes prior to local street resurfacing	Sewer Fund 590		-	100%	\$16,000			X				
Replace Large Generator at WWTP	Remove old generator from original build of WWTP and replace with high efficiency unit that is electrical surge protected	Sewer Fund 590 and TIFA Fund 247		-	50%	\$210,000				X			
DPW Operations Vehicle 1/2	Replace Ford F-350 - year 2016	Water Fund 591, Sewer Fund 590, Major Street Fund 202, and Local Street Fund 203		-	50%	\$35,000				X			
Televise pipe in Wright Industrials Parkway development	Video survey pipe and manholes prior to local street resurfacing	Sewer Fund 590 and TIFA Fund 247		-	50%	\$8,000				X			
Televise pipe in Lockview development	Video survey pipe and manholes prior to local street resurfacing	Sewer Fund 590		-	100%	\$24,000				X			
Televise pipe in Country Lake development	Video survey pipe and manholes prior to local street resurfacing	Sewer Fund 590		-	100%	\$24,000				X			
Televise and vactor clean connection pipe south of Cambria Ridge Estates that connects to IC Estates and WWTP	Video survey pipe and manholes prior vactor pressure cleaning	Sewer Fund 590		-	100%	\$25,000				X			
Manhole Linings in Lockview and Country Lake development	Replace manhole structures with new lining in both Lockview and Country Lake Subdivisions	Sewer Fund 590		-	100%	\$30,000					X		
WWTP Sludge Removal	Obtain EGLE permit and complete dredge of WWTP Lagoon Ponds (2)	Sewer Fund 590 and TIFA Fund 247	USDA Rural Development Bond Program	-	50%	\$360,000						X	
Lift Station Wet Well Pump	Replace lift station pumps (2) at Westside Lift Station	Sewer Fund 590 and TIFA Fund 247	USDA Rural Development Bond Program	-	100%	\$95,000						X	
Country Lake development	Replace main of 3,800 ft	Sewer Fund 590	USDA Rural Development Bond Program	-	100%	\$570,000						X	
Sunset Hills development	Replace main of 5,500 ft	Sewer Fund 590	USDA Rural Development Bond Program	-	100%	\$825,000							X
Lockview development	Replace main of 4,500 ft	Sewer Fund 590	USDA Rural Development Bond Program	-	100%	\$675,000							X
Wright Industrial Complex	Replace main of 1,900 ft	Sewer Fund 590 and TIFA Fund 247	USDA Rural Development Bond Program	-	50%	\$285,000							X
Total Estimated Expense							\$100,000	\$13,000	\$637,000	\$81,000	\$30,000	\$1,025,000	\$1,785,000

Sanitary Sewer Projects 2025-2026

Project Title	Sanitary Main NE Extension						
Department	Public Works						
Est. Cost	\$100,000						
FY Year	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	Future
Est. Cost	\$100,000						
Project Description							
Extend the Sanitary Main NE on Sunset Drive to the new Water Treatment Facility.							
Anticipated Source of Funding							
USDA Rural Development Bond Program, Sewer Fund 590							

Water Capital Improvement Projects

Project	Description	City Funding Source	Other Funding Source	Amt. Grants	% From Rates	Estimated Cost	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	Future
WATER													
New iron removal treatment facility with new production well, connect an existing well, and install a looping water main.	Construct new IRP Water Treatment Facility, connect 2 production wells and install water loop for redundancy of treated water supply.	Water Fund 591, General Fund 101, State Legislature EGLE Grant Award, USDA Rural Development Bond	USDA Rural Development Bond Program	60%	40%	\$6,900,000	X	X					
Natural gas utility service at Well #3 north of Sunset Drive	Install a 270 ft Consumers Energy natural gas service utility to the rear of the Iron Removal Facility at Well #4	Water Fund 591 and Sewer Fund 590 and General Fund 101		-	90%	\$25,000		X					
DPW Operations Vehicle 1/2	Replace Ford F-350 - year 2016	Water Fund, Sewer Fund, Major Street Fund and Local Street Fund		-	50%	\$35,000			X				
Water main loop from West Cherry Street to Elizabeth Way	Construct 450 ft of 12 inch water main from West Cherry Street to Elizabeth Way for water quality loop and redundancy of supply.	Water Fund 591		-	100%	\$50,000			X				
Elevated Storage Tank	Install 350 G elevated storage tank on E side of town to increase fire capacity and redundancy of water system pressure	Water Fund 591 and General Fund 101		-	90%	\$4,500,000					X		
Extend Water main SW along Lansing Road to Lake Alliance Park and City boundary	Install 2800 ft of water main to the entrance of Lake Alliance Park and to City boundary at Thornapple River	Water Fund 591 and General Fund 101 and Parks Fund 208		-	80%	\$312,000						X	
East Water System Loop	Install 5000 ft "loop" of 12 inch water main from Alro Park Drive to Hartel Road (M-100).	Water Fund 591, Sewer Fund 590, General Fund, TIFA Fund and Developer Expense		-	25%	\$555,000							X
Extend south water main	Extend 12 inch water main 1,600 feet South along M-100 over I-69 Interstate to King Hwy.	Water Fund 591, Sewer Fund 590, General Fund, TIFA Fund and Developer Expense		-	25%	\$178,000							X
Total Estimated Expense							\$3,450,000	\$3,475,000	\$85,000	\$50,000	\$4,500,000	\$312,000	\$733,000

Water Projects 2025-2026

Project Title	Iron Removal Treatment Facility						
Department	Water						
Est. Cost	\$6,900,000						
FY Year	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	Future
Est. Cost	\$3,450,000	\$3,450,000					
Project Description							
Construct an iron removal treatment facility with a new production well and install a looping water main.							
Anticipated Source of Funding							
USDA Rural Development Bond Program, Water Fund 591							