

Village of Ellsworth CAPITAL IMPROVEMENTS PROGRAM 2026 - 2032



ADOPTED: January 12, 2026

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Administration Summary

Introduction

A Capital Improvement Program is a budgetary tool for planning a community's capital expenditures. It coordinates planning, financial capacity, and physical development, and will be used as a management tool for the budget and planning processes. Upon adoption by the Village Council, the CIP becomes a statement of village policy regarding the timing, location, character, and funding of future capital projects. The CIP represents the Village's best judgment at that time; future needs, financial constraints, and grant opportunities may result in programmatic changes over the six-year minimum period.

Relationship between CIP and Master Plan

The Master Plan, as a whole, serves as a policy manual for the village. In turn, the CIP is used as a framework for the community to implement the Master Plan. According to the Michigan Planning Enabling Act (Public Act 33 of 2008), "to further the desirable future development of the local unit of government under the master plan, a planning commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements, unless the planning commission is exempted from this requirement by charter or otherwise."

Relationship between CIP and Budget

The CIP makes capital spending more predictable and transparent. The CIP does not address all the capital expenditures for the Village, but provides for large, physical improvements that are permanent in nature or major equipment purchases that have high cost and a longer useful life. 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, motor vehicles, and extensive internal office and technology hardware or systems. The intent is to have the first year of the CIP represent the proposed capital budget for the current fiscal year. The remaining years of the CIP serve as a financial plan for capital investments.

Policies

Capital projects and improvements are large expenditures that usually have a long economic life. For the Village of Ellsworth, the following CIP policies include:

1. Capital Improvements projects will be equal to or greater than \$5,000;
2. Projects will have an economic life greater than 5 years.
3. CIP projects will be focused on supporting the infrastructure needs of the Village, such as, water, sewer, streets, and parks and trails.
4. CIP projects will be used in support of, and leverage for, economic development-related projects that provide additional tax base and jobs to the community.

Process

The preparation and adoption of the Capital Improvements Program follows the sequence of activities.

STEP 1: Projects are compiled by the Village staff and elected officials, in conjunction with the Village consultants.

STEP 2: The CIP is submitted to the Planning Commission for review and comment.

STEP 3: The Planning Commission submits to the Village Council its recommended CIP for Village Council consideration.

STEP 4: The Village Council, as part of the annual budget process, holds appropriate public hearings and adopts the CIP as a part of the municipal budget process.

Timeline

In November 2025 the Village initiated the CIP update process. Village officials met to identify a list of capital projects that would need to be completed over the next 6 years. The team also reviewed pertinent documents to ensure consistency, including the 5-year Parks and Recreation Plan, the Village Master Plan, and the Ellsworth + Atwood Strategic Vision. On December 11, 2025, the Planning Commission reviewed the DRAFT CIP and passed a resolution recommending the CIP to the Village Council for formal adoption. On January 12, 2026, the Village Council held a public hearing on the DRAFT CIP. The CIP was officially adopted by the Council on January 12, 2026.

Glossary

Capital Budget – The capital budget is the first-year budget of a capital improvements program. The capital budget will be funded in the community's annual budget.

Capital Improvement Program – A tool to assess the long-term capital project requirements of a government agency. Capital project improvements are physical facilities which involve a substantial investment and last a long time. Examples include a village hall or fire station, municipal truck maintenance facility, park pavilion, new bridge, road, sidewalk or sewer line, and large pieces of equipment, like a ladder truck for the fire department.

Capital Project – A capital project is a major capital expenditure at least \$5,000, and having an economic life greater than 5 years, to acquire, develop, improve, and/or maintain a capital asset (such as land, buildings, parks, roads, water and sanitary sewer facilities).

CIP – This is an acronym for Capital Improvement Program.

Operating Expenses – These are normal annual expenditures for such items as pothole repair, gravel, office copy machine, and library books. Operating expenses are not capital improvements.

Administrative Parameters

Categories

- (SW) Sewer/Water
- (PR) Parks/Recreation
- (TI) Transportation
- (B) Buildings
- (PS) Public Safety
- (MRK) Marketing

Funding Sources

- General Fund
- Equipment Pool
- Water Fund
- Local Street Fund
- State and Federal Grants

Priority

- 1) Low
- 2) Medium
- 3) High

Timeframe

- FY 2026-2027
- FY 2027-2028
- FY 2028-2029
- FY 2029-2030
- FY 2030-2031
- FY 2031-2032

Project Summaries

Project: Sanitary Sewer System

CIP ID#: SW-1

Description of Project: Install a community-wide sanitary sewer system

Useful Life: 50+ years

Cost: TBD with results of Engineering Feasibility Study

Source of Funding: USDA Grants and Loans

Plan/Community Goal: Ellsworth+ Atwood Strategic Plan, 2025 Master Plan

Priority: High

Project: Repaint Water Tower

CIP ID#: SW - 2

Description of Project: Repainting of the interior

Useful Life: 25 years

Cost: \$170,000

Source of Funding: Water Fund/Grants which may include Michigan EGLE Drinking Water Revolving Fund, USDA Rural Development – Water and Waste Disposal, CDBG

Plan/Community Goal: Public safety and welfare

Priority: Medium

Project: Universal Kayak Launch

CIP ID#: PR - 1

Description of Project: Universally accessible kayak launch at Community Park

Useful Life: 10 years

Cost \$60,000

Source of Funding: Matching Grant

Community Goal: 2011-2016 Parks and Recreation Plan, 2025 Master Plan, Paddle Antrim Water Trail Development Plan

Priority: High

Project: Kayak Racks

CIP ID#: PR - 2

Description of Project: 2 Kayak racks, one at each park

Useful Life: 10 years

Cost \$12,000

Source of Funding: MDNR Trust Fund

Plan/Community Goal: 2011-2016 Parks and Recreation, 2025 Master Plan, Paddle Antrim Water Trail Development Plan

Priority: Medium

Village of Ellsworth Capital Improvements Program

Project: Playground Equipment

CIP ID#: PR - 3

Description of Project: Add playground equipment to Sports Park, including an ADA composite play structure and an ADA swing-set.

Useful Life: 20 years

Cost: \$100,000

Source of Funding: MDNR Trust Fund

Plan/Community Goal: 2011-2016 Parks and Recreation Plan, 2025 Master Plan

Priority: Medium

Project: Upgrade playground equipment at River Park

CIP ID#: PR - 4

Description of Project: Upgrade playground equipment at River Park, exact upgrades TBD, all will be ADA compliant.

Useful Life: 20 years

Cost: \$100,000

Source of Funding: MDNR Trust Fund

Plan/Community Goal: 2011-2016 Parks and Recreation Master Plan

Priority: Medium

Project: Sidewalk Repairs

CIP ID#: TI - 1

Description of Project: 3 blocks - replacement, plus repair of decorative sidewalk at 4-Corners intersection.

Useful Life: 40 years

Cost: \$92,000 (replacement), \$30,000 (4-Corners)

Source of Funding: Rural Task Force Program

Plan/Community Goal: 2025 Master Plan goals to support non-motorized infrastructure.

Priority: High

Project: Repaving

CIP ID#: TI – 2

Description of Project: Repave Center Street/Lake Street (2 Blocks)

Useful Life: 40 years

Cost: \$164,000

Source of Funding: Rural Task Force Program

Plan/Community Goal: 2025 Master Plan goals to improve roads

Priority: Medium

Project: DPW Storage Building

CIP ID#: B-1

Description of Project: 1,500 Sq. Ft. Salt/Sand Storage Building

Useful Life: 50 years

Cost: \$80,000

Source of Funding: STREETS/Grants which may include US Department of Agriculture Rural Development – Community Facilities Grant, MEDC Rural Infrastructure Grant

Plan/Community Goal: Supports public safety and property maintenance

Priority: Low

Project: Water System Repairs

CIP ID#: SW – 3

Description of Project: Replace Well No. 2

Useful Life: 50 years

Cost: \$280,000

Source of Funding: Water Fund

Plan/Community Goal: Supports public safety and property maintenance

Priority: High

Project: River Park Pavilion

CIP ID#: PR –5

Description of Project: Rebuild the pavilion at River Park

Useful Life: 50 years

Cost: \$20,000

Source of Funding: Grants which may include Michigan Department of Natural Resources Recreation Passport, Natural Resources Trust Fund, Rotary/local community foundations

Plan/Community Goal: 2025 Master Plan, 2011-2016 Parks and Recreation Plan to leverage recreational assets for economic development

Priority: Medium

Project: Wayfinding Signage

CIP ID#: MRK-1

Description of Project: Install 8 Directional/informational signs that fit with the new community brand.

Useful Life: 15 Years

Cost: \$60,000

Source of Funding: DDA TIF Money/Grants which may include MEDC Public Spaces Community Places, MDOT Transportation Alternatives

Plan/Community Goal: 2025 Master Plan to leverage recreational assets for economic development

Priority: Medium

Village of Ellsworth Capital Improvements Program

Projects by Category

Village of Ellsworth Capital Improvements 2026 - 2032

Project Category / Project Name	ID	Priority	2026	2027	2028	2029	2030	2031	2032
<i>Sewer & Water</i>									
Sanitary Sewer	SW-1	High		TBD					
Repaint Water Tower	SW-2	Medium							\$170,000
Water System Repairs	SW-3	High							\$280,000
Sewer & Water Total by Year							\$280,000	\$170,000	
Sewer & Water Total by Year			\$450,000						
Project Category / Project Name	ID	Priority	2026	2027	2028	2029	2030	2031	2032
<i>Parks & Recreation</i>									
Universal Launch	PR-1	High	\$60,000						
Kayak Racks	PR-2	Medium		\$12,000					
SP Playground Equipment	PR-3	Medium			\$100,000				
RP Playground Equipment	PR-4	Medium					\$100,000		
RP Pavilion	PR-5	Medium		\$20,000					
Sewer & Water Total by Year			\$60,000	\$32,000	\$100,000			\$100,000	
Sewer & Water Total by Year			\$292,000						

Project Category / Project Name	ID	Priority	2026	2027	2028	2029	2030	2031	2032
<i>Transportation</i>									
Sidewalk Repairs	TI-1	High	\$30,000						
Repaving	TI-2	Medium		\$164,000					\$92,000
Transportation Total by Year			\$30,000	\$164,000					\$92,000
Transportation Total by Year			\$286,000						

Project Category / Project Name	ID	Priority	2026	2027	2028	2029	2030	2031	2032
<i>Buildings</i>									
Storage Building	B-1	Low	\$80,000						
Buildings Total by Year			\$80,000						
Buildings Total			\$80,000						

Project Category / Project Name	ID	Priority	2026	2027	2028	2029	2030	2031	2032
<i>Transportation</i>									
Sidewalk Repairs	TI-1	High	\$30,000						
Repaving	TI-2	Medium		\$164,000					\$92,000
Transportation Total by Year			\$30,000	\$164,000					\$92,000
Transportation Total by Year			\$286,000						

Project Category / Project Name	ID	Priority	2026	2027	2028	2029	2030	2031	2032
<i>Marketing</i>									
Wayfinding	MRK-1	Medium	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Marketing Total by Year			\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Marketing Total			\$60,000						

Grand Total - All Categories
\$1,168,000

Expenditures and Sources

Expenditures

Project Category	2026	2027	2028	2029	2030	2031	2032	Total
Sewer & Water					\$280,000		\$170,000	\$450,000
Parks & Recreation	\$60,000	\$32,000	\$100,000		\$100,000			\$292,000
Transportation	\$30,000	\$164,000				\$92,000		\$286,000
Buildings	\$80,000							\$80,000
Marketing	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000		\$60,000
Expenditures								\$1,168,000
Total	\$180,000	\$206,000	\$110,000	\$10,000	\$390,000	\$102,000	\$170,000	

Sources

Source	2026	2027	2028	2029	2030	2031	2032	Total
General Fund			\$50,000		\$50,000			
Water Fund					\$280,000		\$100,000	
Grants	\$100,000	\$20,000					\$70,000	
MDNR Trust Fund		\$12,000	\$50,000		\$50,000			
Local Streets	\$40,000					\$50,000		
DDA/TIF	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000		
Rural Task Force	\$30,000	\$164,000				\$42,000		
Sources Total								\$1,168,000
Total	\$180,000	\$206,000	\$110,000	\$10,000	\$390,000	\$102,000	\$170,000	

Appendix: Resolution of Adoption

VILLAGE OF ELLSWORTH
ANTRIM COUNTY, MICHIGAN

VILLAGE COUNCIL RESOLUTION ADOPTING THE VILLAGE OF ELLSWORTH CAPITAL IMPROVEMENTS PROGRAM

At a regular meeting of the Village Council of the Village of Ellsworth, Antrim County, Michigan, held in accordance with the Open Meetings Act on January 12, 2026.

Council Members Present: J. Rasmussen, L. Spearing, Marcia Potter, M. Drenth
A. Drenth, S. Dillon, S. Sower, M. Bennett
Council Members Absent: None

WHEREAS, the Michigan Planning Enabling Act (MPEA), 2008 PA 33, MCL 125.3801 et seq., authorizes municipalities to prepare and adopt a capital improvements program to guide public investment in infrastructure and facilities; and

WHEREAS, the Village of Ellsworth Planning Commission has prepared and reviewed an Updated Capital Improvements Program (CIP) for the Village, in coordination with Village staff, consultants, and the Capital Improvements Committee; and

WHEREAS, the Village of Ellsworth Planning Commission, by resolution adopted on December 11, 2025, recommended that the Village Council approve and adopt the Updated Capital Improvements Program; and

WHEREAS, the Village Council has reviewed the Updated Capital Improvements Program and finds that it is consistent with the Village Master Plan and supports the long-term fiscal planning, infrastructure needs, and service priorities of the Village; and

WHEREAS, the Village Council finds that adoption of the Updated Capital Improvements Program is in the best interest of the public health, safety, and welfare of the Village of Ellsworth.

NOW, THEREFORE, BE IT RESOLVED, that the Village Council of the Village of Ellsworth hereby approves and adopts the Updated Capital Improvements Program as presented, with authorization for minor formatting or clerical corrections as necessary.

Motion by Council Member: Lynn Spearing

Seconded by Council Member: Mike Bennett

Roll Call Vote

YEAS: 5

NAYS: 0

ABSTAIN: 0

ABSENT: 0

RESOLUTION DECLARED ADOPTED

CERTIFICATION

I hereby certify that the foregoing resolution was adopted by a majority of the members of the Village Council of the Village of Ellsworth at a regular meeting held on January 12, 2026, in compliance with the Open Meetings Act.

Marlene Drenth, Village Clerk Marlene Drenth

Date: January 12, 2026