

Kochville Township

April 2019

2019

Capital Improvement Program
April 1, 2019 - March 31, 2025

*A Vision of Growth
for Our Future*

ELECTED OFFICIALS

Jim Loiacano, Supervisor

Kevin Machata, Clerk

Sally Knowlton, Treasurer

Rhonda Ferrell, Trustee

Ed Thon, Trustee

CIP COMMITTEE

Ron Robishaw	<i>Chairman, CIP</i>
Jim Loiacano	<i>Supervisor</i>
Steve London	<i>Manager</i>
Tyson Mckinley	<i>DDA Director</i>
Kerri Malesky	<i>Director of Kochville Veterans Hall</i>
Mike Comstock	<i>DPW Manager</i>
Al Malesky	<i>Fire Chief</i>
Logan Zaun	<i>Finance Controller/Secretary</i>

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Timeline of Capital Improvement Program Development Activities

Activity

- Committee members to submit updates to prior Capital Improvements Program and new project proposals to Logan Zaun, Finance Controller/Secretary - February 13, 2019.
- Proposed Five Year Capital Improvements Program submitted to the Kochville Township Planning Commission for review - March 11, 2019.
- Proposed Five Year Capital Improvements Program developed and submitted to the Kochville Township Board of Trustees for review and approval - March 18, 2019.

February 21, 2019

Members of the Kochville
Township Board of Trustees
Kochville Township
Saginaw, MI 48604

Dear Board of Trustee Members:

It is my pleasure to submit for your review and consideration the Capital Improvements Program (CIP) for Kochville Township (the "Township") for fiscal years 2019-2025. This CIP is an important component of the overall planning process at the Township. I am confident that this document fairly presents the capital needs of the Township for the next five years, while also aligning with the goals and priorities set forth by the Board and the desires of Township residents.

As part of this planning process, each department submitted proposals for projects that they recommended for completion in the next five fiscal years. As we continue to face tightening economic conditions, the CIP serves as a critical planning document which identifies major capital investments that will be undertaken by the Township in upcoming years. While the outlying years serve as an important planning tool, the first year of the program will directly impact the annual budget process that will begin in the next couple months. This emphasizes the importance of this program.

The current CIP presents \$6,859,500.00 in proposed projects throughout the Township. One of the significant challenges that we will be facing over the next several fiscal years is the impact of the national and state economy on revenues that we receive from the State of Michigan and the federal government, including state shared revenues and other grant funds. This will result in an additional burden on local tax dollars to help fund an increased number of capital projects over the next five fiscal years.

I believe that the information found in this Capital Improvement Program for the fiscal years from 2019-2025 will provide a framework that will enable us to plan effectively for the capital needs facing our community. I look forward to working with the Township Board, staff, and the community to ensure the long-term viability to Kochville Township.

Ron Robishaw, CIP Committee Chairman

Kochville Township, Michigan

Board Mission & Vision Concepts

Mission Statement

It is the mission of Kochville Township to be well-managed, environmentally conscious and fiscally responsible appealing community in mid-Michigan. We will encourage and advocate for an environment for living and working that is founded upon a strong community spirit of trust, broad-based citizen involvement, and dignity and respect for all regardless of ethnic, social, or economic background.

Vision Statement

The Township preserves and enhances its character and quality of life, and will be responsive to the changing needs of the residents and environment in a fiscally responsible manner.

The Township will be an outstanding example of a well-managed, planned community which protects and enhances its historical heritage, residential neighborhoods, farming and natural resources, open spaces and recreational areas. The Township fosters well-planned business and commercial districts, encompassing a variety of retail, service and manufacturing establishments.

A strong commitment will be made to public health and safety, the maintenance of our infrastructure, and the conservation of our open spaces and natural resources, and where and when applicable, environmentally “green” practices will be utilized. Community services are distinguished by a strong commitment to quality, efficiency and outstanding public facilities, supported by reasonable property tax rates and/or fees.

The Township will be known for its promotion of dignity, respect, and cooperation among residents regardless of ethnic, social, or economic backgrounds, as well as will be known for its promotion of cooperation among businesses, community agencies, and other units of government.

What is the 5-Year Capital Improvement Program?

The information that follows represents Kochville Township's 5-Year Capital Improvement Program. Projects have been identified that need to be addressed over the next five fiscal years. The program serves as a crucial planning component within the Township's overall operational management structure. The program provides important information that aids in maintaining the Township's critical infrastructure as well as the equipment needed to carry out the delivery of services to the community.

What is a Capital Project?

A capital project has been identified by the Township as any project that exceeds \$5,000 and has an estimated useful life greater than three (3) years. This includes items like fire trucks, water and sewer extensions, parks and recreation equipment and office equipment. This project identifies those projects that meet the criteria above that will be addressed in the next five years.

How is the Program Developed?

The Township has a Capital Improvements Planning Committee. Its members include the following: Ron Robishaw, Chairman and Planning Commission Member; Jim Loiacano, Township Supervisor; Tyson Mckinley, DDA Director; Steve London, Twp. Manager; Mike Comstock, DPW Manager; Al Malesky, Fire Chief; Kerri Malesky, Director of Kochville Veterans Hall; and Logan Zaun, Finance Controller/Secretary. Each member submits project requests, which are then added to the plan where appropriate. Once a final proposed document has been completed, the plan is distributed to the Township Planning Commission for their review and recommendation to the Township Board. The plan will then be submitted to the Township Board of Trustees at the March 18th board meeting, where citizen input will be sought. The Township Board adopts the final version at the annual budget hearing.

How is the 5-Year Capital Improvement Program Organized?

The program is developed on a departmental basis. Summaries for the overall program are listed by department in order to help analyze the impact to each fund within the Township. The summaries that follow on the next several pages will highlight the annual cost of projects for each department per year, as well as summarize the sources of funding that have been identified each year to complete the related slate of projects.

Program Summary

On a departmental basis, the 5-Year Capital Improvement Program includes the following request levels, presented by fiscal year:

<i>For the Fiscal Year Ending March 31, 2025</i>							
Department	2020	2021	2022	2023	2024	2025	Total
General Government	\$61,000.00			\$60,000.00	\$75,000.00		\$196,000.00
Kochville Vets Hall	\$45,000.00	\$110,000.00	\$60,000.00	\$20,000.00	\$7,500.00		\$242,500.00
Public Safety							
Parks & Recreation							
Roads							
Total General Fund	\$106,000.00	\$110,000.00	\$60,000.00	\$80,000.00	\$82,500.00		\$438,500.00
DDA	\$1,400,000.00	\$550,000.00	\$50,000.00	\$1,250,000.00	\$250,000.00		\$3,500,000.00
Fire Department	\$45,000.00	\$255,000.00	\$50,000.00	\$600,000.00			\$950,000.00
Sewer	\$60,500.00	\$300,000.00	\$30,000.00	\$285,000.00			\$675,500.00
Water	\$125,500.00	\$150,000.00	\$320,000.00	\$345,000.00	\$155,000.00	\$200,000.00	\$1,295,500.00
Totals	\$1,737,000.00	\$1,365,000.00	\$510,000.00	\$2,560,000.00	\$487,500.00		\$6,859,500.00

Source of Funds

It is also important to identify the sources of funding that will be used to fund each year's projects. This helps to determine the viability of each year's requests and serves as a critical planning tool for current and future operating budgets. For the current 5-year program, the following sources of funding have been identified by fiscal year:

<i>For the Fiscal Year Ending March 31, 2025</i>							
Source Of Funds	2020	2021	2022	2023	2024	2025	Total
General Fund	\$106,000.00	\$110,000.00	\$60,000.00	\$80,000.00	\$82,500.00		\$438,500.00
Operating Revenue	\$186,000.00	\$450,000.00	\$350,000.00	\$630,000.00	\$155,000.00	\$200,000.00	\$1,971,000.00
Captured Tax/DDA Levy	\$250,000.00	\$150,000.00	\$50,000.00	\$1,250,000.00	\$250,000.00		\$1,950,000.00
Grants/Donations	\$1,050,000.00	\$400,000.00					\$1,450,000.00
Bonds/Loans	\$100,000.00						\$100,000.00
Special Assessments	\$45,000.00	\$255,000.00	\$50,000.00	\$600,000.00			\$950,000.00
Total Expenditures	\$1,737,000.00	\$1,365,000.00	\$510,000.00	\$2,560,000.00	\$487,500.00	\$200,000.00	\$6,859,500.00

Projects by Fiscal Year

The following tables identify specific projects that have been requested in each of the five fiscal years included in the current program. The summary lists the department that is making the request, the name of the project, the estimated cost, and then the funding source. The first year of the program will be used in the development of the Annual Operating Budget, a process which will begin shortly after final approval and adoption of the program.

Plan Fiscal Year: 2019-2020			
Department	Project	Cost	Funding Source
General Government	New Vehicle - Code Enforcement	\$15,000.00	General Fund
General Government	New Office Paint & Carpet - Twp Hall	\$30,000.00	General Fund
General Government	Lighting/Doors/Windows/Rear Entrance	\$16,000.00	General Fund
Vets Hall	Generator & Auto Transfer Switch	\$45,000.00	General Fund
Fire Department	Jaws of Life Upgrade	\$25,000.00	Special Assessment
Fire Department	Roof Replacement	\$20,000.00	Special Assessment
Sewer	Assessment Management - Hire Out	\$8,000.00	Operating Revenue
Sewer	Study of Liberty Rd Lift Station	\$40,000.00	Operating Revenue
Sewer	Pole Barn Upgrade	\$4,500.00	Operating Revenue
Sewer	SVSU Security Upgrade	\$8,000.00	Operating Revenue
Water	Meter Replacement Program - Start	\$100,000.00	Operating Revenue
Water	Pole Barn Upgrade	\$25,500.00	Operating Revenue
DDA	Kochville-Freeland Walking Path	\$600,000.00	100k Tax Levy, 300k Grants, 200K Donations
DDA	Krossroad's Park Acquisition	\$750,000.00	100k Bond, 550k Grants, 100k Tax Levy
DDA	Krossroad's Park Development	\$50,000.00	DDA Tax Levy
Total for Fiscal Year 2019-2020		\$1,737,000.00	

Plan Fiscal Year: 2020-2021			
Department	Project	Cost	Funding Source
Vets Hall	HVAC/Duct Work	\$75,000.00	General Fund
Vets Hall	Big Hall Floor Upgrade	\$35,000.00	General Fund
Fire Department	SCBA Replacement	\$175,000.00	Special Assessment
Fire Department	Garage Door Replacement	\$30,000.00	Special Assessment
Fire Department	Pick-up Replacement	\$50,000.00	Special Assessment
Sewer	Liberty Rd Lift upgrade or extension	\$300,000.00	Operating Revenue
Water	Meter Replacement Program - Cont.	\$150,000.00	Operating Revenue
DDA	Construct Walking Path to Zilwaukee	\$500,000.00	100k Tax Levy, 300k Grants, 100K Donations
DDA	Easement Purchases	\$50,000.00	DDA Tax Levy
Total for Fiscal Year 2020-2021		\$1,365,000.00	

Kochville Township
2019-2025
Capital Improvement Program

Plan Fiscal Year: 2021-2022			
Department	Project	Cost	Funding Source
Vets Hall	Parking Lot upgrade/Repair	\$60,000.00	General Fund
Fire Department	Floor Painting	\$50,000.00	Special Assessment
Sewer	DPW Garage Addition/Office Relocate	\$30,000.00	Operating Revenue
Water	Meter Replacement Program - Cont.	\$150,000.00	Operating Revenue
Water	DPW Garage Addition/Office Relocate	\$170,000.00	Operating Revenue
DDA	Krossroad's Park Amphitheater	\$50,000.00	100k Tax Levy, 300k Grants, 100K Donations
Total for Fiscal Year 2021-2022		\$510,000.00	

Plan Fiscal Year: 2022-2023			
Department	Project	Cost	Funding Source
General Government	Large Mower Replacement	\$60,000.00	General Fund
Vets Hall	Outdoor Facility Improvements	\$20,000.00	General Fund
Fire Department	Fire Engine Replacement	\$600,000.00	Special Assessment
Sewer	Venoy Rd Lift Station Upgrade	\$285,000.00	Operating Revenue
Water	Meter Replacement Program - Cont.	\$75,000.00	Operating Revenue
Water	Kochville Rd Water Main (Davis-Mich.)	\$270,000.00	Operating Revenue
DDA	Cardinal Square Extension to Liberty Rd	\$1,250,000.00	Special Assessments, DDA Tax Levy, Bonds
Total for Fiscal Year 2022-2023		\$2,560,000.00	

Plan Fiscal Year: 2023-2024			
Department	Project	Cost	Funding Source
General Government	Utility Tractor Replacement	\$75,000.00	General Fund
Vets Hall	Vets Small Meeting Room Remodel	\$7,500.00	General Fund
Fire Department	NO PROJECTS		
Sewer	NO PROJECTS		
Water	Agricola to Venoy Water Main	\$155,000.00	Operating Revenue
DDA	Bury Overhead Electrical Lines: Bay Road	\$250,000.00	DDA Tax Levy
Total for Fiscal Year 2023-2024		\$487,500.00	

Plan Fiscal Year: 2024-2025			
Department	Project	Cost	Funding Source
General Government	NO PROJECTS		
Vets Hall	NO PROJECTS		
Fire Department	NO PROJECTS		
Sewer	NO PROJECTS		
Water	Water Main: Tittabawassee/Venoy	\$200,000.00	Operating Revenue
DDA	NO PROJECTS		
Total for Fiscal Year 2024-2025		\$200,000.00	

Projects Identified – General Fund

Plan Fiscal Year: 2019-2020			
1	Vets Hall: Generator & Auto Transfer Switch		\$45,000.00
2	Twp Hall: Lighting/Windows/Doors/Back Entrance		\$16,000.00
3	Gen Gov't: New Vehicle - Code Enforcement		\$15,000.00
4	Twp Hall: Office Paint and New Carpet		\$30,000.00
		Total for FY 2019-2020	\$106,000.00
Plan for Fiscal Year 2020-2021			
1	Vets Hall: HVAC & Duct Work		\$75,000.00
2	Vets Hall: Big Hall Floor Update		\$35,000.00
		Total for FY 2020-2021	\$110,000.00
Plan for Fiscal Year 2021-2022			
1	Vets Hall: Parking Lot Reconstruction & Drainage		\$60,000.00
		Total for FY 2021-2022	\$60,000.00
Plan for Fiscal Year 2022-2023			
1	Gen Gov't: Large Area Mower Replacement		\$60,000.00
2	Vets Hall: Outdoor Facility Update, Rear Landscape		\$20,000.00
		Total for FY 2022-2023	\$80,000.00
Plan for Fiscal Year 2023-2024			
1	Gen Gov't: Utility Tractor Replacement		\$75,000.00
2	Vets Hall: Small Meeting Room Remodel		\$7,500.00
		Total for FY 2023-2024	\$82,500.00
Plan for Fiscal Year 2024-2025			
	NO PROJECTS		\$0.00
		Total for FY 2024-2025	\$0.00
Grand Total: General Fund			\$438,500.00

*Projects are listed in priority order

Projects Identified – Fire Department Fund

Plan Fiscal Year: 2019-2020			
1	Jaws of Life Upgrade		\$25,000.00
2	Fire Station Roof Replacement		\$20,000.00
		Total for FY 2019-2020	\$45,000.00
Plan for Fiscal Year 2020-2021			
1	SCBA Replacement		\$175,000.00
2	Fire Station Garage Door Replacement		\$30,000.00
3	Pick-up Truck Replacement		\$50,000.00
		Total for FY 2020-2021	\$255,000.00
Plan for Fiscal Year 2021-2022			
1	Fire Station Floor Painting		\$50,000.00
		Total for FY 2021-2022	\$50,000.00
Plan for Fiscal Year 2022-2023			
1	Fire Engine Replacement		\$600,000.00
		Total for FY 2022-2023	\$600,000.00
Plan for Fiscal Year 2023-2024			
	NO PROJECTS		\$0.00
		Total for FY 2023-2024	\$0.00
Plan for Fiscal Year 2024-2025			
	NO PROJECTS		\$0.00
		Total for FY 2024-2025	\$0.00
Grand Total: Fire Department Fund			\$950,000.00

*Projects are listed in priority order

Projects Identified – Sewer Fund

Plan Fiscal Year: 2019-2020			
1	SVSU Security Upgrade		\$8,000.00
2	Liberty Road Lift Station Study: Repair/Replace		\$40,000.00
3	Pole Barn Upgrade		\$4,500.00
4	Asset Management of Sewer System: Hire Out		\$8,000.00
		Total for FY 2019-2020	\$60,500.00
Plan for Fiscal Year 2020-2021			
1	Liberty Road Lift Station Upgrade or Extension		\$300,000.00
		Total for FY 2020-2021	\$300,000.00
Plan for Fiscal Year 2021-2022			
1	DPW Garage Addition & Office Relocation		\$30,000.00
		Total for FY 2021-2022	\$30,000.00
Plan for Fiscal Year 2022-2023			
1	Venoy Road Lift Station Upgrade		\$285,000.00
		Total for FY 2022-2023	\$285,000.00
Plan for Fiscal Year 2023-2024			
	NO PROJECTS		\$0.00
		Total for FY 2023-2024	\$0.00
Plan for Fiscal Year 2024-2025			
	NO PROJECTS		\$0.00
		Total for FY 2024-2025	\$0.00
Grand Total: Sewer Fund			\$675,500.00

*Projects are listed in priority order

Projects Identified – Water Fund

Plan Fiscal Year: 2019-2020			
1	Meter Replacement Program: Start		\$100,000.00
2	Pole Barn Upgrade		\$25,500.00
		Total for FY 2019-2020	\$125,500.00
Plan for Fiscal Year 2020-2021			
1	Meter Replacement Program: Continue		\$150,000.00
		Total for FY 2020-2021	\$150,000.00
Plan for Fiscal Year 2021-2022			
1	Meter Replacement Program: Continue		\$150,000.00
2	DPW Garage Addition & Office Relocation		\$170,000.00
		Total for FY 2021-2022	\$320,000.00
Plan for Fiscal Year 2022-2023			
1	Meter Replacement Program: Continue		\$75,000.00
2	Kochville Rd Water Main - Davis to N. Michigan		\$270,000.00
		Total for FY 2022-2023	\$345,000.00
Plan for Fiscal Year 2023-2024			
1	Water Main - Agricola to Venoy		\$155,000.00
		Total for FY 2023-2024	\$155,000.00
Plan for Fiscal Year 2024-2025			
1	Water Main: Tittabawassee/Venoy		\$200,000.00
		Total for FY 2024-2025	\$200,000.00
Grand Total: Water Fund			\$1,295,500.00

*Projects are listed in priority order

Projects Identified – Downtown Development Authority

Plan Fiscal Year: 2019-2020			
1	Walking Path: Kochville to Freeland		\$600,000.00
2	Krossroad's Park Acquisition		\$750,000.00
3	Krossroad's Park Development		\$50,000.00
		Total for FY 2019-2020	\$1,400,000.00
Plan for Fiscal Year 2020-2021			
1	Construct Walking Path: Kochville to Zilwaukee		\$500,000.00
2	Easement Purchases		\$50,000.00
		Total for FY 2020-2021	\$550,000.00
Plan for Fiscal Year 2021-2022			
1	Krossroad's Park Amphitheater		\$50,000.00
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		Total for FY 2021-2022	\$50,000.00
Plan for Fiscal Year 2022-2023			
1	Cardinal Square Blvd Extension to Liberty Road		\$1,250,000.00
		Total for FY 2022-2023	\$1,250,000.00
Plan for Fiscal Year 2023-2024			
1	Bury Overhead Electrical Lines on Bay Road		\$250,000.00
		Total for FY 2023-2024	\$250,000.00
Plan for Fiscal Year 2024-2025			
	NO PROJECTS		\$0.00
		Total for FY 2024-2025	\$0.00
Grand Total: Downtown Development Authority			\$3,500,000.00

*Projects are listed in priority order

We hope that this summary is useful, and that this Capital Improvement Program will give the reader insight into the capital needs that Kochville Township will face over the next few years. If you have any questions pertaining to this report or would like additional information, please direct your request to Kochville Township, 5851 Mackinaw Road, Saginaw, MI 48604, or call at (989) 792-7596.