



**CITY OF JONESVILLE
LOCAL DEVELOPMENT FINANCE AUTHORITY
REGULAR MEETING AGENDA
JUNE 15, 2022, 8:30 A.M.
*JONESVILLE POLICE DEPARTMENT, 116 W. CHICAGO STREET***

- 1. CALL TO ORDER**
- 2. PRESENTATIONS AND RECOGNITIONS**
 - A. None
- 3. APPROVAL OF AGENDA** [Action Item]
- 4. APPROVAL OF MINUTES** [Action Item]
 - A. January 19, 2022 Meeting
- 5. PUBLIC COMMENT**
- 6. FINANCIAL REPORT** [Action Item]
 - A. Through March 31, 2022
- 7. NEW BUSINESS**
 - A. Fiscal Year 2022-23 Budget Recommendation [Action Item]
 - B. Future LDFA Goals and Priorities [Discussion Item]
- 8. OTHER BUSINESS**
 - A. Economic Development Partnership Report
 - B. Staff Updates
- 9. ROUNDTABLE DISCUSSION**
 - A. LDFA Board Member Updates
- 10. ADJOURNMENT**– Next Scheduled Meeting: **Wednesday, August 17, 2022 8:30 a.m.**

City of Jonesville
Local Development Finance Authority
Special Meeting
Minutes of January 19, 2022

Present: Gerry Arno, Scott Campbell, Steve Harding, Rick Schaerer, Kathy Schmitt and Manager Jeff Gray.

Absent: Loretta Blank, Jim Parker and two (2) vacancies.

Chairman Schaerer called the meeting to order at the Jonesville Police Department, 116 W. Chicago Street, Jonesville, MI at 8:32 a.m.

Steve Harding made a motion and was supported by Kathy Schmitt to approve the agenda as presented. All in favor. Absent: Loretta Blank and Jim Parker. Motion carried.

A motion was made by Gerry Arno and supported by Kathy Schmitt to approve the minutes of June 16, 2021 and the Informational Meeting held on December 15, 2021. All in favor. Absent: Loretta Blank and Jim Parker. Motion carried.

Kathy Schmitt made a motion and was supported by Scott Campbell to accept the financial report through October 31, 2021. All in favor. Absent: Loretta Blank and Jim Parker. Motion carried.

Kathy Schmitt made a motion and was supported by Scott Campbell to affirm that the LDFA approves City Staff's submittal of the 2021-21 Annual Report to the Michigan Department of Treasury according to the new meeting requirements. All in favor. Absent: Loretta Blank and Jim Parker. Motion carried.

A motion was made by Gerry Arno and supported by Kathy Schmitt to approve a five-year lease (January 1, 2022 through December 31, 2026) with Connor and Kelsey Lewis in the amount of \$130.00 per acre, for a total annual revenue of \$4200.30. The lease is for farming undeveloped portions of the Industrial Park. All in favor. Absent: Loretta Blank and Jim Parker. Motion carried.

Steve Harding made a motion to approve the 2022 Economic Development investment in the amount of \$15,000 with Economic Development Partnership of Hillsdale County. The amount is consistent with the last fiscal year and has been budgeted. Kathy Schmitt supported the motion. All in favor. Absent: Loretta Blank and Jim Parker. Motion carried.

A motion was made by Gerry Arno and supported by Scott Campbell to adopt the 2022 Meeting Calendar. All in favor. Absent: Loretta Blank and Jim Parker. Motion carried.

Manager Gray and LDFA members provided updates.

The meeting was adjourned at 9:16 a.m.

Submitted by,

Cynthia D. Means
Clerk



To: Jonesville LDFA Board
From: Jeffrey M. Gray, City Manager 
Date: June 10, 2022
Re: Manager Report and Recommendations – June 15, 2022 DDA Meeting

6. A. Financial Report

[Action]

Attached is a revenue and expenditure report for the LDFA through March 31st. The report shows revenue and expenditure activity for the month of March and year-to-date. It also illustrates the amount budgeted for each line item and the available balance in that line. Also attached is a report of the current cash balances in all accounts as of March 31st. I recommend a motion to accept the financial report through March 31, 2022. *Please refer to the attached revenue and expenditure report and cash balance report.*

7. A. Fiscal Year 2022-23 Budget Recommendation

[Action]

Chair Rick Schaerer, Mayor Gerry Arno and I met and prepared the enclosed recommendations for the 2022-23 fiscal year budget that begins on July 1st. The budget includes reserve funding for future expansion of the industrial park, for development incentives proposed in the LDFA plan, and future maintenance and expansion of infrastructure. A motion to approve the budget and recommend City Council approval is needed. City Council will consider the budget with the City operating budget at their meeting on the evening of June 15th. *Please refer to the enclosed copy of the draft budget, estimated year-end fund balances, and excerpt from the Capital Improvement Plan.*

7. B. Future LDFA Goals and Priorities

[Discussion]

The City and Downtown Development Authority are in the planning and design phases of several substantial capital projects that will be executed over the course of 2023 and 2024. These include resurfacing of Maumee Street and construction of a left-turn lane south of Adrian Street; reconstruction of West Street, including underground infrastructure; reconstruction of the Downtown streetscape, including sidewalks, trees and lighting; burial of utilities and resurfacing of the parking lot behind Saucy Dogs and County National Bank; and redevelopment of the former Klein Tool building. It is anticipated that once these projects are complete, we would turn our focus to executing some critical LDFA projects. The timing makes the next year an appropriate time to begin considering future projects and determining priorities.

Chair Schaerer is interested in being a part of this conversation, but is unable to join us for the June meeting. We'll begin a discussion at this meeting and plan to have further discussions and additional strategic planning sessions at future meetings, likely after the summer travel season has wrapped up.

8. A. Economic Development Partnership Report

This item is reserved for and additional updates from Executive Director Sue Smith.

8. B. Staff Updates

This item is reserved for updates by staff regarding LDFA projects and other City business.

9. A. LDFA Board Member Organization Updates

This item reserved for updates from members of the Board to provide updates regarding their organizations and other activities of interest to the LDFA.

Correspondence:

- EDP Thank You

PERIOD ENDING 03/31/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR		YTD BALANCE 03/31/2022	2021-22 AMENDED BUDGET	AVAILABLE		% BDGT USED
		MONTH 03/31/2022 INCREASE (DECREASE)	NORMAL (ABNORMAL)			NORMAL (ABNORMAL)	BALANCE	
Fund 247 - LOCAL DEVELOPMENT FINANCE AUTHORITY								
Revenues								
Dept 000 - BALANCE SHEET/REVENUE								
247-000-403.000	REAL PROPERTY TAXES	92,398.26		92,398.26	93,000.00		601.74	99.35
247-000-403.075	PERSONAL PROP TAX REIMBURSEMENT	0.00		296,386.01	250,000.00		(46,386.01)	118.55
247-000-664.000	LEASE/IND PARK RADIO TOWER	1,596.30		14,897.00	14,000.00		(897.00)	106.41
247-000-665.000	INTEREST EARNINGS	626.92		1,194.77	3,000.00		1,805.23	39.83
247-000-694.100	OTHER INCOME - FARM LAND	0.00		4,200.30	2,175.00		(2,025.30)	193.12
Total Dept 000 - BALANCE SHEET/REVENUE		94,621.48		409,076.34	362,175.00		(46,901.34)	112.95
TOTAL REVENUES		94,621.48		409,076.34	362,175.00		(46,901.34)	112.95
Expenditures								
Dept 729 - DEVELOPMENT ACTIVITIES								
247-729-702.000	SALARIES AND WAGES	0.00		730.11	3,000.00		2,269.89	24.34
247-729-715.000	EMPLOYERS SHARE - FICA & MEDICARE	0.00		53.67	150.00		96.33	35.78
247-729-716.000	HEALTH INSURANCE	0.00		201.65	200.00		(1.65)	100.83
247-729-718.000	DISABILITY	0.00		7.45	25.00		17.55	29.80
247-729-719.000	RETIREMENT - EMPLOYER PORTION	0.00		70.14	150.00		79.86	46.76
247-729-721.000	LIFE INSURANCE	0.00		6.74	20.00		13.26	33.70
247-729-722.000	EMPLOYEE ASSISTANCE PROGRAM	0.00		0.73	5.00		4.27	14.60
247-729-723.000	DENTAL INSURANCE	0.00		22.47	40.00		17.53	56.18
247-729-724.000	OPTICAL INSURANCE	0.00		5.28	10.00		4.72	52.80
247-729-727.000	OFFICE SUPPLIES	0.00		21.80	100.00		78.20	21.80
247-729-740.000	OPERATING SUPPLIES	0.00		18.00	1,000.00		982.00	1.80
247-729-801.100	PROF SERVICES - EDP PARTNERSHIP	0.00		15,000.00	15,000.00		0.00	100.00
247-729-818.000	CONTRACTUAL	0.00		2,545.58	10,000.00		7,454.42	25.46
247-729-900.000	PRINTING & PUBLISHING	0.00		53.70	2,000.00		1,946.30	2.69
247-729-921.000	ELECTRICITY	94.74		860.22	1,000.00		139.78	86.02
247-729-924.000	WATER AND SEWER	0.00		0.00	500.00		500.00	0.00
247-729-930.000	REPAIRS & MAINTENANCE	0.00		0.00	1,500.00		1,500.00	0.00
247-729-940.000	EQUIPMENT RENTAL	0.00		770.27	1,500.00		729.73	51.35
247-729-965.000	CONTRIB TO GEN FUND-ADMIN WAGES/BENE	7,281.50		14,563.00	30,392.00		15,829.00	47.92
247-729-965.100	CONTRIB TO GEN FUND - ST LIGHT ELEC	0.00		0.00	5,304.00		5,304.00	0.00
247-729-965.400	CONTRIB TO WATER CONTRACT PAYMENT	0.00		0.00	25,000.00		25,000.00	0.00
247-729-965.600	CONTRIB TO GEN FUND	0.00		0.00	1,479.00		1,479.00	0.00
247-729-966.000	RESERVE FOR FUTURE EXPANSION	0.00		0.00	45,000.00		45,000.00	0.00
247-729-967.000	RESERVE FOR SPECIAL PROJECTS	0.00		0.00	35,000.00		35,000.00	0.00
247-729-967.500	RESERVE FOR INFRASTRUCTURE IMPROVEMENTS	0.00		0.00	35,000.00		35,000.00	0.00
Total Dept 729 - DEVELOPMENT ACTIVITIES		7,376.24		34,930.81	213,375.00		178,444.19	16.37
TOTAL EXPENDITURES		7,376.24		34,930.81	213,375.00		178,444.19	16.37
Fund 247 - LOCAL DEVELOPMENT FINANCE AUTHORITY:								
TOTAL REVENUES		94,621.48		409,076.34	362,175.00		(46,901.34)	112.95
TOTAL EXPENDITURES		7,376.24		34,930.81	213,375.00		178,444.19	16.37
NET OF REVENUES & EXPENDITURES		87,245.24		374,145.53	148,800.00		(225,345.53)	251.44

Fund 247 LOCAL DEVELOPMENT FINANCE AUTHORITY

GL Number	Description	Balance
*** Assets ***		
247-000-001.000	CASH - CHECKING	29,781.36
247-000-007.000	CASH - MI CLASS INVESTMENT ACCT	2,712,362.07
247-000-130.000	LAND	97,544.00
Total Assets		2,839,687.43
*** Liabilities ***		
247-000-202.000	ACCOUNTS PAYABLE	94.74
Total Liabilities		94.74
*** Fund Balance ***		
247-000-390.000	FUND BALANCE	2,465,447.16
Total Fund Balance		2,465,447.16
Beginning Fund Balance		2,465,447.16
Net of Revenues VS Expenditures		374,145.53
Ending Fund Balance		2,839,592.69
Total Liabilities And Fund Balance		2,839,687.43

FY 2023 BUDGET WORKSHEET FOR CITY OF JONESVILLE

GL NUMBER	DESCRIPTION	ACTIVITY 18-19	ACTIVITY 19-20	ACTIVITY 20-21	BUDGET 21-22	ACTIVITY THRU 12/31/2021	REQUESTED BUDGET	COMMENTS
Fund 247 - LOCAL DEVELOPMENT FINANCE AUTHORITY								
REVENUES								
247-000-403.000	REAL PROPERTY TAX	90,364.61	91,125.74	82,425.15	93,000.00	0.00	83,234.00	
247-000-403.050	PERSONAL PROPERTY TAX	0.00	0.00	0.00	0.00	0.00	0.00	
247-000-403.075	PERSONAL PROPERTY TAX REIMBURSEMENT	248,889.33	264,353.19	281,144.56	250,000.00	296,386.01	250,000.00	
247-000-403.100	REAL WINTER TAX	0.00	0.00	0.00	0.00	0.00	0.00	
247-000-403.200	PERSONAL PROPERTY TAX	0.00	0.00	0.00	0.00	0.00	0.00	
247-000-403.300	CURR/DEL PROP TAX FM COUNTY	0.00	0.00	0.00	0.00	0.00	0.00	
247-000-407.000	DELINQUENT TAX	0.00	0.00	0.00	0.00	0.00	0.00	
247-000-664.000	LEASE/IND PARK RADIO TOWER	14,985.61	16,520.69	16,959.43	14,000.00	9,902.61	14,000.00	Expires June 2031
247-000-665.000	INTEREST EARNINGS	36,438.00	31,076.94	2,197.96	3,000.00	303.25	500.00	
247-000-676.000	CONTRIBUTIONS FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	
247-000-678.000	REIMBURSEMENTS - MISC	0.00	0.00	53,500.00	0.00	0.00	0.00	
247-000-694.000	OTHER INCOME	0.00	0.00	0.00	0.00	0.00	0.00	
247-000-694.100	OTHER INCOME - FARM LAND	2,178.40	2,178.40	2,178.40	2,175.00	0.00	4,200.00	Land lease
247-000-694.200	OTHER INCOME - SALE OF LAND	0.00	0.00	0.00	0.00	0.00	0.00	
247-000-698.000	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL ESTIMATED REVENUES		392,855.95	405,254.96	438,405.50	362,175.00	306,591.87	351,934.00	
APPROPRIATIONS								
Dept 729-DEVELOPMENT ACTIVITIES								
247-729-702.000	SALARIES AND WAGES	2,282.12	795.40	2,590.32	3,000.00	565.59	2,500.00	
247-729-702.100	SALARIES AND WAGES - OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-702.200	SALARIES AND WAGES - DOUBLETIME	0.00	87.65	0.00	0.00	0.00	0.00	
247-729-715.000	EMPLOYERS SHARE - FICA & MEDICARE	170.54	65.38	191.06	150.00	41.62	150.00	
247-729-716.000	HEALTH INSURANCE	197.11	101.52	254.31	200.00	170.19	200.00	
247-729-718.000	DISABILITY	20.35	6.56	12.07	25.00	6.67	25.00	
247-729-719.000	EMPLOYERS SHARE - 401	145.29	52.11	141.22	150.00	59.02	150.00	
247-729-721.000	LIFE INSURANCE	11.78	4.21	8.49	20.00	6.03	20.00	
247-729-722.000	EMPLOYEE ASSISTANCE PROGRAM	1.72	0.61	1.13	5.00	0.66	5.00	
247-729-723.000	DENTAL INSURANCE	36.49	18.57	36.04	40.00	20.95	40.00	
247-729-724.000	OPTICAL INSURANCE	8.45	4.07	8.16	10.00	4.77	10.00	
247-729-727.000	OFFICE SUPPLIES	102.39	64.84	52.50	100.00	21.80	100.00	
247-729-740.000	OPERATING SUPPLIES	15.00	88.36	45.38	1,000.00	0.00	1,000.00	
247-729-801.000	PROFESSIONAL SERVICES	0.00	0.00	58,500.00	0.00	0.00	0.00	
247-729-801.100	PROFESSIONAL SERVICES - EDP FEE	15,000.00	15,000.00	15,000.00	15,000.00	0.00	15,000.00	
247-729-801.300	PROFESSIONAL SERVICES-OTHER	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-801.400	PROFESSIONAL SERVICES-FIBER OPTICS	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-801.500	PROFESSIONAL SERVICES-ENGINEERING	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-818.000	CONTRACTUAL	4,181.36	2,966.78	7,467.98	10,000.00	2,545.58	10,000.00	Mowing, painting center lines
247-729-818.300	CONTRACTUAL - LANDSCAPING	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-818.301	CONTRACTUAL - DPW SEASONAL	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-818.700	CONTRACTUAL - K & K TANNERY LOT IMPROV	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-818.800	CONTRACTUAL - RELOCATE POWER LINES	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-820.000	MEMBERSHIPS/DUES/SUBSCRIPTIONS	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-865.000	MILEAGE/TRANS/MEALS/LODGING	12.48	9.17	0.00	0.00	0.00	0.00	
247-729-900.000	PRINTING & PUBLISHING	130.50	87.00	75.15	2,000.00	53.70	5,000.00	Billboard and marketing signs
247-729-921.000	ELECTRICITY	980.19	919.94	1,133.37	1,000.00	572.87	1,000.00	
247-729-924.000	WATER AND SEWER	0.00	0.00	0.00	500.00	0.00	500.00	
247-729-930.000	REPAIRS & MAINTENANCE	469.90	0.00	220.70	1,500.00	0.00	500.00	
247-729-940.000	EQUIPMENT RENTAL	944.07	444.63	534.76	1,500.00	638.78	1,500.00	
247-729-956.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-956.200	MISCELLANEOUS - PROPERTY TAX	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-960.000	TRAINING & CONFERENCES	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-965.000	CONTRIB TO GEN FUND-ADMIN WAGES/BEN	26,400.00	28,021.00	29,126.00	30,392.00	0.00	31,808.00	
247-729-965.100	CONTRIB TO GEN FUND - ST LIGHT ELEC	5,304.00	5,304.00	5,304.00	5,304.00	0.00	5,304.00	
247-729-965.101	CONTRIB TO GEN FUND - PURCH/IMPR	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-965.300	CONTRIB TO MAJOR STS - GAIGE	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-965.400	CONTRIB TO WATER STORAGE/DIST SYSTEM	0.00	25,000.00	25,000.00	25,000.00	0.00	25,000.00	
247-729-965.401	CONTRIBUTION TO WATER-US12 EXTENSIO	0.00	0.00	0.00	0.00	0.00	0.00	

FY 2023 BUDGET WORKSHEET FOR CITY OF JONESVILLE

GL NUMBER	DESCRIPTION	ACTIVITY 18-19	ACTIVITY 19-20	ACTIVITY 20-21	BUDGET 21-22	ACTIVITY THRU 12/31/2021	REQUESTED BUDGET	COMMENTS
247-729-965.500	CONTRIB TO LOCAL ST	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-965.590	CONTRIBUTION TO SEWER FUND - DEBT	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-965.600	CONTRIB TO GEN FUND	900.00	1,200.00	1,500.00	1,479.00	0.00	2,689.00	Rail trail cost reimbursement (20%)
247-729-965.700	CONTRIBUTION TO LOCAL ST - ST REPAIR	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-965.800	CONTRIBUTIONS TO MAJOR ST - REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-966.000	RESERVE FOR FUTURE EXPANSION	0.00	0.00	0.00	45,000.00	0.00	45,000.00	
247-729-967.000	RESERVE FOR SPECIAL PROJECTS	0.00	0.00	0.00	35,000.00	0.00	35,000.00	
247-729-967.500	RESERVE FOR INFRASTRUCTURE IMPROVE	0.00	0.00	0.00	35,000.00	0.00	35,000.00	
247-729-968.000	DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-971.000	LAND ACQUISITION	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-974.000	CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-975.000	ADDITIONS & IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-975.100	LAND IMPROVEMENTS - PROP OWNER REBA	0.00	0.00	0.00	0.00	0.00	0.00	
247-729-975.200	CAPITAL IMPROVEMENT PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	
Totals for dept 729-DEVELOPMENT ACTIVITIES		57,313.74	80,241.80	147,202.64	213,375.00	4,708.23	217,501.00	
Dept 731-INDUSTRIAL PARK - PHASE II								
Totals for dept 731-INDUSTRIAL PARK - PHASE II		0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL APPROPRIATIONS		57,313.74	80,241.80	147,202.64	213,375.00	4,708.23	217,501.00	
NET OF REVENUES/APPROPRIATIONS - LDFA		335,542.21	325,013.16	291,202.86	148,800.00	301,883.64	134,433.00	

**CITY OF JONESVILLE
2022/23 ESTIMATED YEAR END FUND BALANCES**

	GEN FD	MAJOR	LOCAL	STATE	L.D.F.A.	D.D.A.	DEBT SVC	SEWER	WATER	M.V.P.
Est 21/22 EOY Fund Balance	\$1,660,480	\$517,242	\$623,413	\$13,594	\$2,302,854	\$157,374	\$0	\$805,370	\$98,797	\$124,729
Budgeted 22/23 Revenue	\$2,611,357	\$765,228	\$829,362	\$35,675	\$351,934	\$773,829	\$121,286	\$804,934	\$521,633	\$134,550
Budgeted 22/23 Expenditures	(\$2,694,477)	(\$706,533)	(\$1,123,477)	(\$35,674)	(\$217,501)	(\$810,970)	(\$121,286)	(\$1,140,171)	(\$700,216)	(\$308,331)
	\$1,577,360	\$575,937	\$329,298	\$13,595	\$2,437,287	\$120,233	\$0	\$470,133	(\$79,787)	(\$49,052)
Plus Depreciation								\$277,000	\$168,000	\$70,000
Amendments										
Fund Bal Before Res	\$1,577,360	\$575,937	\$329,298	\$13,595	\$2,437,287	\$120,233	\$0	\$747,133	\$88,213	\$20,948
Park Reserve	(\$54,700)									
Expansion Reserve (thru FY2021)					(\$360,000)					
Special Projects Reserve (thru FY2021)					(\$290,000)					
Infrastructure Impr. Reserve (thru FY2021)					(\$320,000)					
Est 22/23 EOY Fund Balance	\$1,522,660	\$575,937	\$329,298	\$13,595	\$1,467,287	\$120,233	\$0	\$747,133	\$88,213	\$20,948



City of
Jonesville

Capital Improvement Plan

Fiscal Years 2022-23 through 2027-28



Adopted: June 15, 2022

City of Jonesville

Capital Improvement Plan 2022-23 through 2027-28

Overview

The Capital Improvement Plan (CIP) is a six-year schedule of all proposed major capital improvement projects including project priorities, cost estimates, methods of financing, and annual estimated operating and maintenance costs for the proposed projects. The CIP, therefore, is a tool to assess the long-term capital project requirements for Jonesville. Since capital improvements are spread across many community needs (fire protection, police, sewer and water, parks and recreation, municipal administration, etc.) the CIP helps to prioritize these projects across the City over time.

Capital Improvement Projects

Capital improvements are major, infrequent expenditures, such as construction of a new facility, a major rehabilitation or repair to an existing facility, or the purchase of major equipment. Capital improvements are non-recurring expenditures that tend to be both large in physical size and cost, and have a longer useful life. Examples of capital projects include:

- Construction of a new City building
- Major road construction, such as bridge replacement or repaving
- Extension of a sewer and/or water line
- Purchase of a new fire truck
- Major repairs and/or renovations to the City Hall or Police Station
- Creation of a new park

The following projects are examples of expenditures that would be categorized as operating expenses, and would not usually constitute a capital improvement project:

- Purchase of new office furniture
- Purchase of new/used small equipment (lawn mowers, copiers, individual computers, etc.)
- Recurring maintenance of existing facilities
- Minor repairs to buildings or equipment
- Minor improvements to existing buildings (carpeting, painting, fixtures, etc.)

Major Expenditures

The term “major expenditure” is relative – what is major to Jonesville may be minor in another community. A capital improvement for the purposes of the Jonesville CIP is a major, non-recurring expenditure if it meets one or more of the following criteria:

- Any acquisition of land for a public purpose which costs \$5,000 or more.
- Any construction of a new facility (City building, water or sewer lines, parks), or any addition to an existing public facility, the cost of which equals \$5,000 or more and has a useful life of five or more years.

- A non-recurring rehabilitation (not including annual/recurring maintenance) of a building, its grounds, a facility or equipment, the cost of said rehabilitation being \$5,000 or more with a useful life of five or more years.
- Purchase of major equipment which, individually or in total, cost \$5,000 or more with a useful life of five or more years.
- Planning, feasibility, engineering or design studies related to an individual capital improvement project with a cost of \$5,000 or more.

Benefits

Completion of a six-year Capital Improvement Plan is a requirement of the Michigan Planning Enabling Act (Public Act 33 of 2008). Beyond meeting the State law, adoption of a CIP is beneficial to elected officials, administrative staff and the general public. Among the benefits of an adopted and well-maintained Capital Improvement Plan are:

- Prudent use of taxpayer dollars;
- Focusing expenditures on the needs of the community;
- Prioritizing projects across the needs of the community;
- Generating community support by inviting public input;
- Promoting economic development;
- Improving eligibility for State and Federal grants;
- Providing an implementation tool for the goals and objectives of the Master Plan;
- Transparency in identification of high-priority projects;
- Coordination/cost-sharing between projects.

Each year the Capital Improvement Plan will be revised for the next fiscal year. At the end of each fiscal year, the projects completed during that year are removed from the plan and an additional year's projects are added. Projects can then be adjusted in priority to reflect actual resources available. As the CIP is annually updated, a continuous relationship will be maintained between the CIP and the annual budget.

General Fund Department projects begin on page 4. Streets and Public Works Departments begin on page 17. LDFA and DDA projects begin on page 25. Water and Waste Water Department projects begin on page 29.

THE FOLLOWING CODES ARE USED THROUGHOUT THE DOCUMENT TO INDICATE THE SOURCE OF
FUNDING FOR THE PROPOSED PROJECTS

DDA – Downtown Development Authority

DO – Donations

FG – Federal Grant

GF – General Fund

GO – General Obligation Bonds

LDFA – Local Development Finance Authority

LS – Local Street Fund

LG – Local Grant

MS – Major Street Fund

MVP – Motor Vehicle Pool

PD – Private Developer

SA – Special Assessment

SF – Sewer Fund

SG – State Grant

SH – State Highway Fund

SM – Special Millage

WF – Water Fund

City of Jonesville
Capital Improvement Plan
EXECUTIVE SUMMARY – GENERAL FUND DEPARTMENTS

2022-2023 Fiscal Year		
Project	Cost	Funding Source
Computer Hardware Upgrades	\$12,000	GF
City Hall Maint. and Improvements	\$285,000	GF
City Hall Furniture and Security	\$26,000	GF
Cemetery Projects	\$17,000	GF
Motor Vehicle Rescue Equipment	\$20,000	GF
Public Safety Facilities Maintenance	\$45,000	GF
Parks Improvements	\$21,550	GF/SG

2023-2024 Fiscal Year		
Project	Cost	Funding Source
Computer Hardware Upgrades	\$10,000	GF
Cemetery Projects	\$12,000	GF
Fire Training Facility	\$60,000	GF
Parks Improvements	TBD	GF/SG

2024-2025 Fiscal Year		
Project	Cost	Funding Source
Computer Hardware Upgrades	\$8,000	GF
Cemetery Projects	\$12,000	GF
Police Patrol Vehicle Replacement	\$48,000	MVP/SG/FG
Engine 535 Pump Refurbishment	\$100,000	GF/MVP
Parks Improvements	TBD	GF/SG

2025-2026 Fiscal Year		
Project	Cost	Funding Source
Computer Hardware Upgrades	\$8,000	GF
Cemetery Projects	TBD	GF
Station Exhaust Removal System	\$75,000	GF
Parks Improvements	TBD	GF/SG

2026-2027 Fiscal Year		
Project	Cost	Funding Source
Computer Hardware Upgrades	\$8,000	GF
Cemetery Projects	\$2,000	GF

2027-2028 Fiscal Year		
Project	Cost	Funding Source
Computer Hardware Upgrades	\$8,000	GF
Cemetery Projects	\$2,000	GF

**City of Jonesville
Capital Improvement Plan**

EXECUTIVE SUMMARY – STREET AND PUBLIC WORKS DEPARTMENTS

2022-2023 Fiscal Year		
Project	Cost	Funding Source
Street Reconstruction – West Street	\$841,000	LS
Street Maint. – Chip and Fog Seal	\$49,000	LS/MS
Crack Fill – Major and Local Streets	\$14,000	LS/MS/LDFA
Sidewalk Repair/Extensions/ADA Ramps	\$10,000	GF/LS/MS

2023-2024 Fiscal Year		
Project	Cost	Funding Source
Street Maint. – Chip and Fog Seal	TBD	MS/LS
Crack Fill – Major and Local Streets	\$14,000	LS/MS/LDFA
Sidewalk Repair/Extensions/ADA Ramps	\$10,000	GF/LS/MS
Replace 2009 Pickup & Plow	\$60,000	MVP

2024-2025 Fiscal Year		
Project	Cost	Funding Source
Street Maint. – Chip and Fog Seal	TBD	MS/LS
Crack Fill – Major & Local Streets	\$14,000	LS/MS/LDFA
Sidewalk Repair/Extensions/ADA Ramps	\$10,000	GF/LS/MS
Replace Backhoe	TBD	MVP

2025-2026 Fiscal Year		
Project	Cost	Funding Source
Street Maint. – Chip and Fog Seal	TBD	MS/LS
Crack Fill – Major & Local Streets	\$14,000	LS/MS/LDFA
Sidewalk Repair/Extensions/ADA Ramps	\$10,000	GF/LS/MS
Replace 2010 Dump Truck	\$150,000	MVP/SG

2026-2027 Fiscal Year		
Project	Cost	Funding Source
Street Maint. – Chip and Fog Seal	TBD	MS/LS
Crack Fill – Major and Local Streets	\$14,000	MS/LS
Sidewalk Repair/Extensions/ADA Ramps	\$10,000	GF/LS/MS

2027-2028 Fiscal Year		
Project	Cost	Funding Source
Street Maint. – Chip and Fog Seal	TBD	MS/LS
Crack Fill – Major and Local Streets	\$14,000	LS/MS/LDFA
Sidewalk Repair/Extensions/ADA Ramps	\$10,000	GF/LS/MS

**City of Jonesville
Capital Improvement Plan**

EXECUTIVE SUMMARY – DOWNTOWN DEVELOPMENT AUTHORITY AND
LOCAL DEVELOPMENT FINANCE AUTHORITY

2022-2023 Fiscal Year		
Project	Cost	Funding Source
Chicago St. Riverfront Redevelopment	TBD	DDA/FG/SG
DDA Capital Projects	\$650,000	DDA/FG/SG

2023-2024 Fiscal Year		
Project	Cost	Funding Source
DDA Capital Projects	-	DDA/FG/SG

2024-2025 Fiscal Year		
Project	Cost	Funding Source
DDA Capital Projects	\$25,000	DDA/FG/SG

2025-2026 Fiscal Year		
Project	Cost	Funding Source
DDA Capital Projects	TBD	DDA/FG/SG

2026-2027 Fiscal Year		
Project	Cost	Funding Source
DDA Capital Projects	TBD	DDA/FG/SG

2027-2028 Fiscal Year		
Project	Cost	Funding Source
Gaige St./Reading Ln. Traffic Circulation	\$45,000	LDFA/FG/SG

City of Jonesville
Capital Improvement Plan
PROJECT DESCRIPTION

Project Title	Chicago Street Riverfront Redevelopment		
Department	Downtown Dev. Auth.	Funding Source	DDA/FG/SG

Fiscal Year	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Est. Cost	TBD	-	-	-	-	-

Project Description and Location
<p>Redevelopment of the former Klein Tool building has been identified in the City’s Master Plan as the top community priority. The City has entered into a six-month option with a local development company to allow due diligence and studies to prepare a complete redevelopment concept for the property.</p> <p>The preliminary project proposal calls for exploring the feasibility of creating retail space compatible with the Downtown and market rate housing.</p> <p>It is anticipated that the DDA may offer financial assistance for the redevelopment to leverage Federal, State, and other funding to accomplish the reuse of the building.</p> <p>Costs will be known when a potential development is identified.</p>

Project Need and Impact
<p>The project is needed to add tax base and/or new jobs in the Downtown. It will also bring the building back into productive use and end its deterioration.</p>

Related Costs and Future Funding Needs
<p>There may be public infrastructure or other investments needed to support the new development. The creation of jobs and tax base will add to the economic welfare of the Downtown and City.</p>

City of Jonesville
Capital Improvement Plan
PROJECT DESCRIPTION

Project Title	DDA Capital Projects		
Department	Downtown Dev. Auth.	Funding Source	DDA/FG/SG

Fiscal Year	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Est. Cost	\$650,000	-	\$25,000	TBD	TBD	-

Project Description and Location
<p>The Downtown Development Authority supports certain capital projects that enhance the Downtown and encourage private economic investment. The following is a list of projects that are anticipated over the next several years.</p> <p>FY 2022-23 and FY 2023-24 - \$650,000 – US-12/Chicago Street streetscape (\$455,000) and South Parking Lot (\$195,000) financing bidding and construction FY 2024-25 – \$25,000 – Downtown wayfinding signs; may be executed with the streetscape projects FY 2025-26 – TBD – North Parking Lot surfacing FY 2026-27 – TBD – Design of M-99/Olds St. streetscape enhancements (timing subject to MDOT plans for M-99 and availability of grant funds)</p>

Project Need and Impact
<p>These projects are intended to promote private investment and improved property values in the Downtown district. The project list will be reviewed on an annual basis and updated as needs change and conditions warrant.</p>

Related Costs and Future Funding Needs
<p>The streetscape improvements will have ongoing maintenance and upkeep costs. These costs are typically budgeted in the DDA annual operating budget.</p>

City of Jonesville
Capital Improvement Plan
 PROJECT DESCRIPTION

Project Title	Gaige St./Reading Ln. Traffic Circulation		
Department	Local Dev. Finance Auth.	Funding Source	L DFA/FG/SG

Fiscal Year	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Est. Cost	-	-	-	-	-	\$45,000

Project Description and Location

This project would address short-term traffic congestion issues that take place in the vicinity of Gaige Street and M-99 (Olds St.). City staff has been working with representatives of the Michigan Department of Transportation (MDOT), the Michigan Economic Development Corporation (MEDC) the Hillsdale County EDP, and business interests to explore options. A preliminary design and cost estimate for an extension of Reading Ln. was completed in 2017, with right-of-way secured as well. Anticipating additional engineering and study, the LDFA has budgeted \$45,000 to be used toward additional engineering and needed traffic studies.

The final design of feasible improvements has not been determined at this time.

Project Need and Impact

The project is needed to address traffic congestion and to improve traffic circulation in the vicinity of M-99 and Gaige Street. Schedule will depend upon business interest in the traffic and circulation changes. Engineering would determine an appropriate number of potential solutions that could be agreed to by the parties. State and Federal grant opportunities will be explored to offset project costs.

Related Costs and Future Funding Needs

Any new or expanded streets will have ongoing winter and preventative maintenance costs following construction.

**City of Jonesville
Capital Improvement Plan**

EXECUTIVE SUMMARY – WASTE WATER AND WATER DEPARTMENT PROJECTS

2022-2023 Fiscal Year		
Project	Cost	Funding Source
Inlet & Primary Tank Railings	\$12,000	SF
Trickling Filter Pumps	\$20,000	SF
Vactor 360 Plan	\$22,000	SF/WF
Water Reliability Study	\$12,000	WF
Water Service Replacements	\$112,000	WF/SG

2023-2024 Fiscal Year		
Project	Cost	Funding Source
Sewer Lining	\$125,000	SF
UV Disinfection System	\$120,000	SF
Digester Mixed Air Unit	\$30,000	SF
Outside Door Replacement	\$23,000	SF
Pickup Truck	\$40,000	MVP
Water Service Replacements	\$112,000	WF/SG

2024-2025 Fiscal Year		
Project	Cost	Funding Source
Sewer Lining	\$25,000	SF
High Service & Well Pump Repair	\$60,000	WF
Water Service Replacements	\$112,000	WF/SG

2025-2026 Fiscal Year		
Project	Cost	Funding Source
Sewer Lining	\$25,000	SF
Water Service Replacements	\$112,000	WF/SG

2026-2027 Fiscal Year		
Project	Cost	Funding Source
Sewer Lining	\$25,000	SF
Water Service Replacements	\$112,000	WF/SG

2027-2028 Fiscal Year		
Project	Cost	Funding Source
Sewer Lining	\$25,000	SF
Water Service Replacements	\$112,000	WF/SG



Economic Development Partnership Of Hillsdale County

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Jonesville Paper Tube Corp.

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Jason Smith
Litchfield City Manager

*Creating an environment to support opportunity, growth and
Encouragement to innovate - for all communities, business and citizens.*

Mr. Jeff Gray
City Manager
City of Jonesville
265 E. Chicago Street
Jonesville, MI 49250

March 8, 2022

The EDP greatly appreciates our partnership and shared goals with the City of Jonesville and the LDFA Board. Your investment in the EDP enables us to concentrate on serving our business community and work on special projects that enhance the economic viability for Jonesville and our county.

It is important for the EDP to utilize time maintaining relationships through the changing environment with our partners at the local, state and federal levels. Now more than ever it is critical to engage with organizations that provide resources to communities while those resources are available.

Working closely with our Jonesville School district we provide opportunities for students and educators to interact with the business community and take advantage of internships and job shadowing.

The EDA Consulting Grant obtained by the EDP for Hillsdale County businesses is currently assisting several Jonesville businesses as employers plan for recovery from COVID and future resiliency against economic disruption.

Your investment helps to provide capacity so the EDP is a call away when business assistance is needed for expansion, attraction, growth opportunities or if an unfortunate downsizing occurs. We look forward to working with Jonesville and our partners to sustain economic stability for our local businesses and communities throughout Hillsdale County.

Sincerely,

Susan M. Smith

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