



2022 PRELIMINARY CAPITAL BUDGET

Public Workshop Session
Whitman Community Room
Wednesday, December 8, 2021 at 6:30PM





Agenda

2022 Budget Process & Timeline

2022 Capital Budget Summary & Prior Year Comparison

Five-Year Capital Improvement Plan (2023 to 2027) & Prospective Projects

Department Capital Project Requests

City Debt Position & Outlook



2022 Budget Process & Timeline

A graphic in the bottom left corner features a white silhouette of the state of Michigan. Resting on the silhouette is a white electronic calculator with a blue display screen showing '0.5010'. Behind the calculator are several white papers, some with printed text and others with handwritten notes, suggesting a budgeting or financial planning process.

OPERATING & CAPITAL BUDGET DEVELOPMENT

- August 2021
- All departments commence process

DEPARTMENT BUDGETS

- October 22, 2021
- Submitted to City Administrator & Chief Financial Officer

2022 Budget Process & Timeline

A graphic in the bottom left corner features a white silhouette of the state of Colorado. Resting on the silhouette is a white electronic calculator with a blue display screen showing '0.5010'. Behind the calculator are several white, crumpled pieces of paper, suggesting a budgeting or financial planning process.

COUNCIL COMMITTEE REVIEW & DISCUSSION

- November 1 to December 7, 2021
- Revisions provided to City Administrator & CFO

PUBLIC WORKSHOP

- December 8, 2021
- Review capital budget requests

2022 Budget Process & Timeline

A graphic in the bottom left corner shows a white calculator resting on a stack of white papers. The papers have some faint, illegible text and numbers on them, suggesting financial documents. The entire graphic is set against a white background that is partially torn at the edges, revealing a dark red background underneath.

FINANCE COMMITTEE REVIEW & DISCUSSION

- January to February 2022
- Operating budgets with department heads
- Finance & Capital Projects Committees to evaluate and finalize capital budget plan



2022 CAPITAL BUDGET SUMMARY

CURRENT FUND

TOTAL

\$5,220,000



SEWER UTILITY FUND

TOTAL

\$1,015,000



PARKING SERVICES UTILITY FUND

TOTAL

\$0





CAPITAL BUDGET COMPARISON

2022 VS. 2021

DEPARTMENT	2022	2021	% Change
Fire	\$230,000	\$265,000	-13.21%
Police	110,000	157,000	-29.94%
MVEC Joint Dispatch	0	200,000	-100.00%
Library	0	0	0.00%
Admin./Clerk	100,000	0	100.00%
DCP	610,000	585,000	4.28%
DCS	4,170,000	2,791,000	49.41%
TOTAL	\$5,220,000	\$3,998,000	30.57%



CAPITAL BUDGET COMPARISON

2022 VS. 2021

UTILITY	2022	2021	% Change
Parking Services	\$0	\$0	0%
Sewer	1,015,000	1,495,573	-32.13%
TOTAL	\$1,015,000	\$1,495,573	-32.13%



CAPITAL IMPROVEMENT PLAN & PROSPECTIVE PROJECTS 2023-2027

DEPT.	2023	2024	2025	2026	2027	PP
Fire	\$410,000	\$923,000	\$783,000	\$668,000	\$33,000	\$0
Police	265,000	135,000	168,000	150,000	0	0
MVEC Jt. Dispatch	0	0	0	0	0	0
Library	0	0	0	0	0	0
Admin./ Clerk	0	0	0	0	0	1,000,000
DCP	1,326,250	1,583,000	1,585,500	1,453,235	10,000	0
DCS	5,095,000	4,959,000	4,405,000	5,465,000	2,645,000	5,500,000
TOTAL	\$7,096,250	\$7,650,000	\$6,941,500	\$7,736,235	\$3,688,000	\$6,500,000



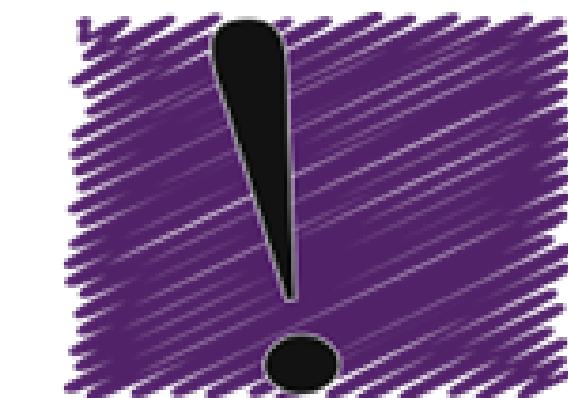
CAPITAL IMPROVEMENT PLAN & PROSPECTIVE PROJECTS 2023-2027

UTILITY	2023	2024	2025	2026	2027	PP
Parking Services	\$50,000	\$550,000	\$50,000	\$50,000	\$150,000	\$0
Sewer	530,000	1,716,984	560,000	820,000	155,000	1,065,000
TOTAL	\$580,000	\$2,266,984	\$610,000	\$870,000	\$305,000	\$1,065,000



CITY DEPARTMENTS

2022 CAPITAL BUDGET PLAN



**summit
community
programs**





FIRE DEPARTMENT

ERIC EVERS, Fire Chief

PAUL IMBIMBO, Deputy Chief





FIRE DEPARTMENT

**Majority of 2022 FD capital requests relate to safety equipment
- all critical to protect personnel and Summit citizens.**

**2022 CAPITAL BUDGET
TOTAL REQUEST**

\$230,000



Five-Year Capital Budget

2022 Capital Budget		Future Years						
PROJECT SUMMARY		2022	2023	2024	2025	2026	2027	2021-2026 Total
<u>Fire Department</u>								
<u>Equipment</u>								
Replace Special Operations/ Rescue					650,000			\$ 650,000
New Furniture - New Building		260,000						\$ 260,000
Station Alerting System- New Firehouse	160,000							\$ 160,000
Replacement of SCBA Breathing Air Packs				50,000				\$ 50,000
Firefighter Turnout Gear	30,000	15,000	15,000	18,000	18,000	18,000		\$ 114,000
Replace Rescue One				700,000				
Replace Engine 4			800,000					\$ 800,000
Replace Special services Vehicle			80,000					
Replace Incident Command Vehicle								\$ -
Small Equipment Replacement Program	10,000		8,000					\$ 18,000
Replacement of Fire Hose	15,000	15,000		15,000		15,000		\$ 60,000
IT for new building		85,000						
Rescue Equipment Replacement	15,000		20,000					\$ 35,000
Radio System - New Firehouse		35,000						
Replacement of Fire Prevention Vehcile								\$ -
<u>Fire Equipment Subtotal</u>	\$ 230,000	\$ 410,000	\$ 923,000	\$ 783,000	\$ 668,000	\$ 33,000		\$ 3,047,000
<u>Fire Headquarters</u>								
Repalcement of Fire Headquarters	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0			\$ 0
<u>Fire Headquarters Subtotal</u>	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0		\$ 0
FIRE DEPARTMENT TOTAL	\$ 230,000	\$ 410,000	\$ 923,000	\$ 783,000	\$ 668,000	\$ 33,000		\$ 3,047,000



HIGHLIGHT

Turnout Gear & Fire Hose Replacement



Turnout Gear: \$30,000

- Continual program
- Limited number of backup sets



Fire Hose: \$15,000

- Continual program
- 10 year replacement - NFPA requirement



HIGHLIGHT

Equipment Replacement



Rescue Equipment: \$15,000
Small Equipment: \$10,000

- Intense use for all fire incidents, rescue operations, medical calls, car accidents, hazardous material incidents, and natural disasters among other events



HIGHLIGHT

Station Alerting System



\$160,000

An IP-based alerting solution designed to automate the process of alerting fire personnel. The system enhances communications and decreases response times.



POLICE DEPARTMENT

ANDREW BARTOLOTTI, Police Chief





POLICE DEPARTMENT

2022 Capital Budget Request

A blurred background image of a police car, showing its front grille, headlights, and a badge on the front fender. The car is dark-colored.

**2022 CAPITAL BUDGET
TOTAL REQUEST**

\$110,000



POLICE DEPARTMENT

Vehicle Replacement Program

Front-Line Patrol Vehicle Replacement Program

Continue the police vehicle replacement through the lease/purchase program to (1) maximize the lifespan of the patrol fleet; and (2) maximize the purchasing power within the proposed budget.

This program allows the department to stay current with front-line vehicles and avoid costly repairs over the years (high mileage, engine wear and tear).



Project Cost: \$110,000



OFFICE OF THE CITY CLERK

ROSEMARY LICATESE, City Clerk





OFFICE OF THE CITY CLERK

ROSEMARY LICATESE, City Clerk

2022 Total Request: \$100,000

Shelving in City Hall Basement: \$50,000
Council Chamber Audio/Visual Equipment Replacement: \$50,000



OFFICE OF THE CITY CLERK

ROSEMARY LICATESE, City Clerk

Shelving in City Hall Basement

Problem: Condition of record storage in the basement presented safety and fire code issues.

- Difficult to access with risk of injury
- Water damage to records from ceiling
- Fire code violations





OFFICE OF THE CITY CLERK

ROSEMARY LICATESE, City Clerk

Shelving in City Hall Basement

Action Taken: 2019

Eliminated inactive records

Results:

- Scanned records accessible electronically
- Reduced number of records stored in basement by approximately 100 storage boxes





OFFICE OF THE CITY CLERK

ROSEMARY LICATESE, City Clerk

Shelving in City Hall Basement

Next steps:

Purge inactive records annually

Install shelving to:

- Improve efficiency retrieving, storing, and disposing of records
- Create a safe environment for ease of access
- Protect records from water damage
- Comply with fire code

Cost of shelving: \$50,000

Possible grant: up to \$50,000



OFFICE OF THE CITY CLERK

ROSEMARY LICATESE, City Clerk

Council Chamber Audio/Visual Equipment Replacement

Issues:

- Existing equipment obsolete
- Increasing number of service calls required each year
- Pursuing hybrid public meetings will require updated system



OFFICE OF THE CITY CLERK

ROSEMARY LICATESE, City Clerk

Council Chamber Audio/Visual Equipment Replacement

Challenges:

- Compatibility with existing equipment
- Minimize number of vendors involved in the system
 - Four existing vendors
- System will need to provide reliable, high-quality audio/visual capabilities for hybrid public meetings (if pursued)



OFFICE OF THE CITY CLERK

ROSEMARY LICATESE, City Clerk

Council Chamber Audio/Visual Equipment Replacement

Solution: Proposal obtained through cooperative pricing unit

- Provides new system utilizing existing cameras in Council Chamber
- Compatible with existing broadcast equipment
- Provides improved audio quality
- Reduces number of vendors to one

Cost: \$50,000



Department of Community Programs

Mark Ozoroski
Director

Chris Holenstein
Assistant Director

2021 CAPITAL BUDGET RECAP

Capital Projects Completed or In Progress

COMPLETED

- Investors Track

IN PROGRESS

- Tatlock basketball court
- Memorial basketball court
- Community Center grading
- Showmobile replacement
- City Wide Playground Master Plan
- Tatlock/Investors Lighting Study (Redevelopment Plan)
- Wilson Paddle Tennis Court repairs (Master Plan)



DEPARTMENT OF COMMUNITY PROGRAMS



**2022 CAPITAL BUDGET
TOTAL REQUEST**

\$610,000

2022 CAPITAL BUDGET PRIORITIES

PRIORITY ONE

Mabie Playground and basketball court

Park furnishings

FUTURE PRIORITIES

Tatlock, Memorial Field and East Summit playgrounds

Tatlock Redevelopment plan

SFAC slides replacement and bathhouse renovation

PRIORITY ONE

MABIE PLAYGROUND IMPROVEMENTS

\$600,000 Project Cost

- Most central and heavily used playground in Summit
- Last renovation to Mabie Playground occurred between 1996 and 1998



OTHER PRIORITIES

Park Furnishings

\$10,000 Project Cost

- Annual replenishment of park benches, tables, bike racks and other furnishings, including parks and playgrounds signage



Department of Community Services

Affordable Housing
Code Enforcement
Construction
Engineering
Environmental & Art Initiatives
Planning & Zoning
Public Works

 **Aaron Schrager, PE, CME, PP**
DCS Director



DCS oversees Summit's largest monetary asset

CITY INFRASTRUCTURE

KEY RESPONSIBILITIES

Pedestrian Safety and Road/Drainage Projects

31 Signals

83 Road miles

269 Streets

Storm Water and Sewer Infrastructure

6 miles of force mains

50 miles of storm sewer

82 miles of sanitary sewer

2,256 sanitary structures

2,783 storm structures

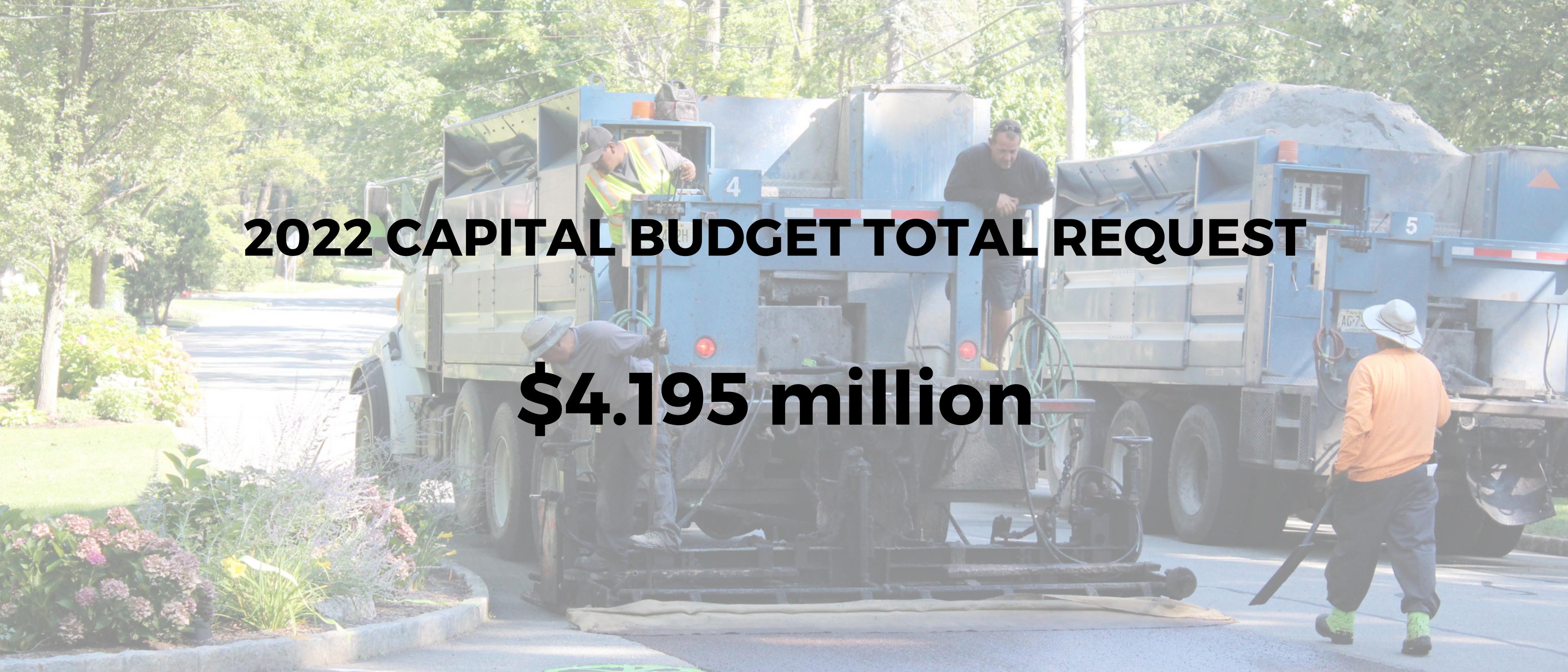
5 million gallons of daily sanitary sewer flow

Public Buildings, Parks and Spaces

45 Buildings & structures

All city parks and public spaces

DEPARTMENT OF COMMUNITY SERVICES



2022 CAPITAL BUDGET TOTAL REQUEST

\$4.195 million

DEPARTMENT OF COMMUNITY SERVICES

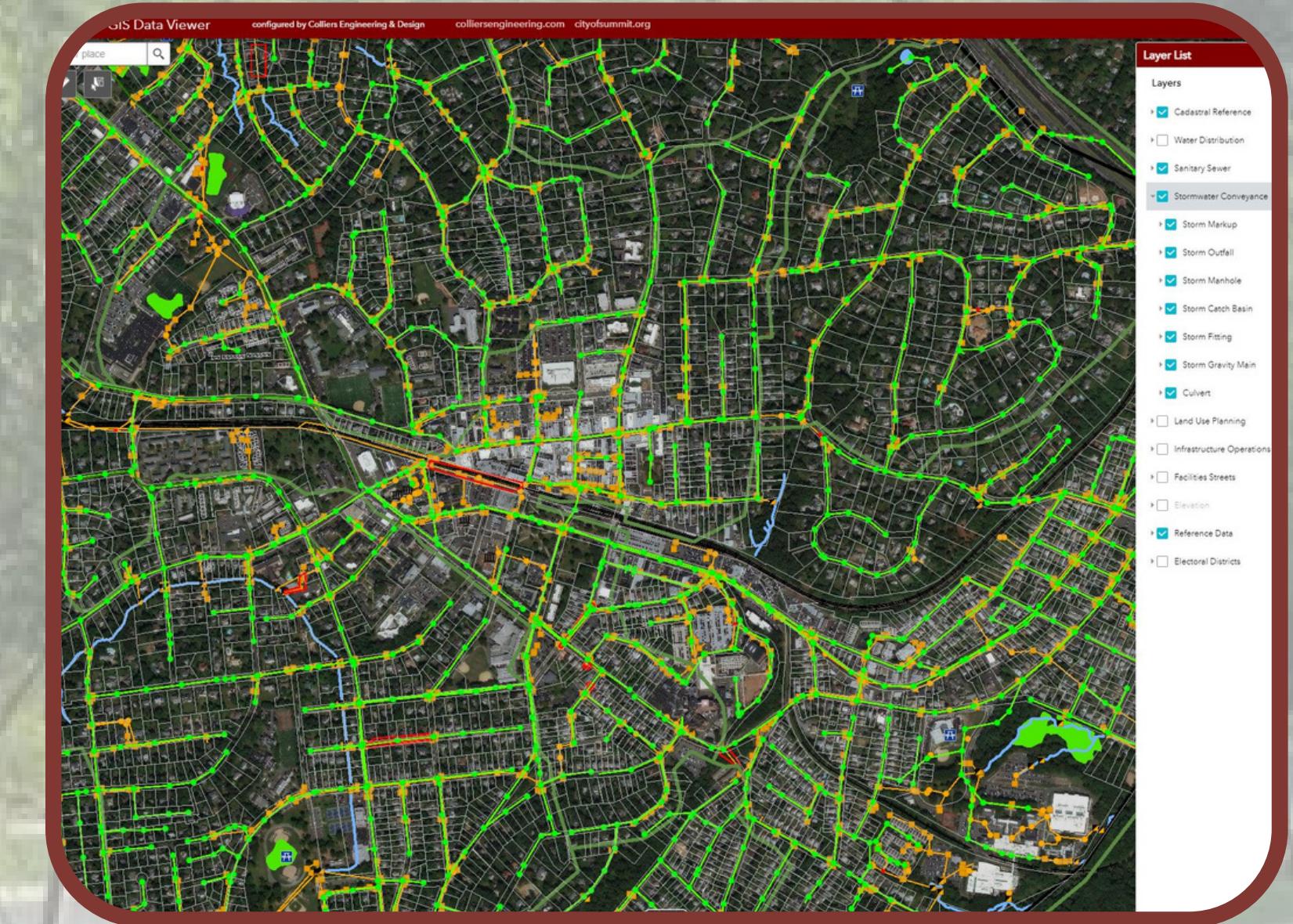
2022 CAPITAL BUDGET REQUESTS

	2021	2022
• Infrastructure	\$ 1,980,000	\$3,155,000
• Vehicle/equipment	246,000	410,000
• Buildings	550,000	605,000
• DCS GIS technology	15,000	25,000
TOTALS	\$ 2,791,000	\$ 4,195,000

2021 HIGHLIGHTS

Infrastructure

- Westminster Road
- Manor Hill Road
- Blackburn Place
- Locust Drive



- Updated storm water management ordinance
- Launched city's GIS platform

INFRASTRUCTURE

Capital Infrastructure Investment Is Critical For:

- Pedestrian and vehicular safety
- Maintaining property values
- Reduced expenses in future infrastructure
- Emergency services

PEDESTRIAN SAFETY

Engineering responsibilities for ADA Compliance:

- Crosswalk beacons
- Crosswalk visibility
- Sidewalk repairs
- Intersection lighting

STORM WATER & SEWER SYSTEMS

- 100 year-old systems
- Constant need for improvements
- System compromises directly impact health, safety and citizen well-being



CAPITAL PROJECT GOALS



ROADS

Improve road and travel conditions, and safety



STORM & SEWER

Reduce flooding, extend infrastructure life and decrease line overload



TRAFFIC CALMING & SIDEWALKS

Increase pedestrian safety

2021 INFRASTRUCTURE HIGHLIGHTS



Westminster Road



Manor Hill Road



Edgar Street



Butler Parkway



Locust Drive



Blackburn Place

2022 INFRASTRUCTURE FUNDING

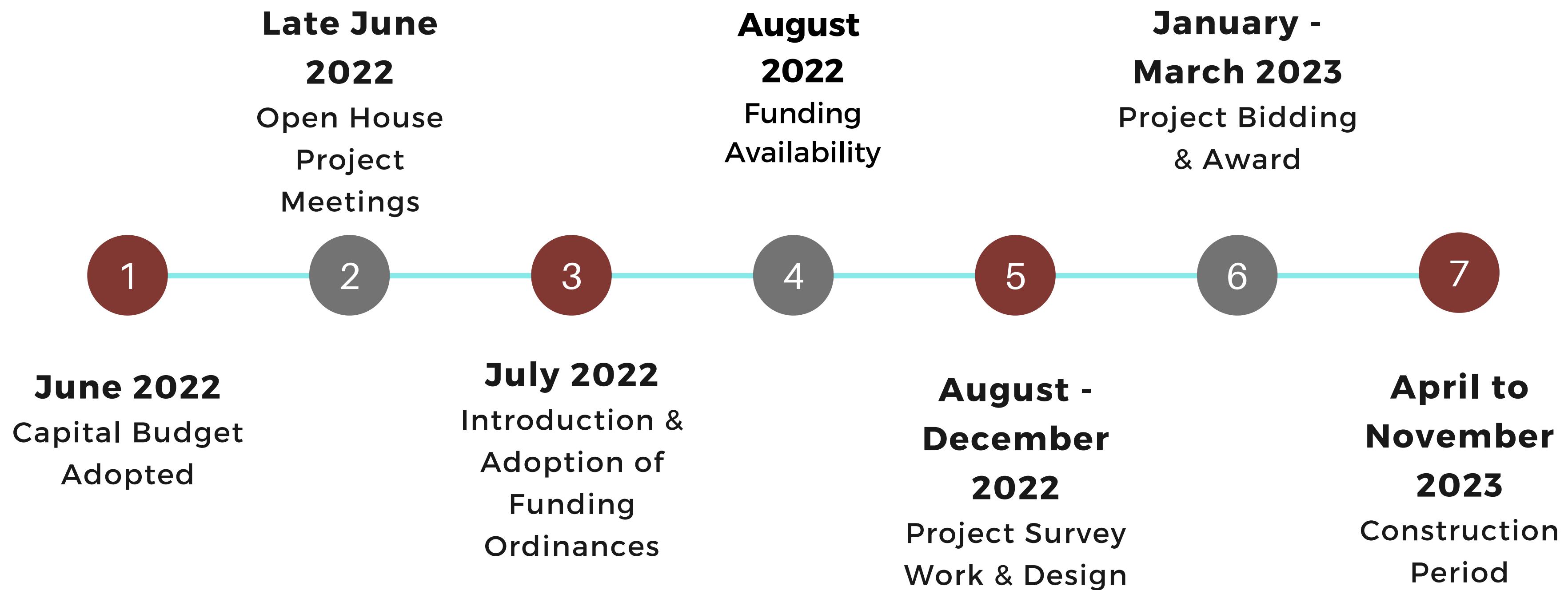
- 8 Road Projects – mill, pave, curb and sidewalk improvements
- Safe Streets to Transit Project (DOT grant-dependent)
- Storm water DEP requirements and sewer inspection maintenance
- Downtown Infrastructure Repairs – minor repairs to city walkways, curbs and sidewalks
- Curbing Program – replace on streets where missing (voluntary)
- 3 Streets to be milled and paved by DPW
- 12 Streets to be micro-paved
- Woodmere Pond ROW Improvement Projects
- Drainage improvement projects
- Regulatory and warning sign improvements
- RRFB installations and traffic calming
- Traffic signal upgrades and timing studies
- Pedestrian safety projects

2022 INFRASTRUCTURE PROJECTS

<u>Infrastructure</u>	
<i>Roads</i>	
Briant Parkway, Edison Drive & Mead Court	500,000
Business District Repairs/Improvements	10,000
Curbing Program	200,000
Division Avenue	200,000
Micropaving Program	150,000
Oak Ridge Avenue (Mountain to Elm)	200,000
Ox Bow Lane & Wildwood Lane	450,000
Public Works Paving Program	150,000
Rowan Road	225,000
Woodmere Pond Tree Removal & Planting	50,000
<i>Stormwater</i>	
Storm Water - DEP Requirements	5,000
Storm Water - Sewer Maintenance	100,000
Storm Water - Drainage Improvement Projects	150,000
<i>Traffic & Safety</i>	
Regulatory & Warning Sign Replacement	15,000
RRFB Installations	100,000
Calming Measures	50,000
Traffic Signal Upgrade Program	50,000
Morris Avenue Corridor Timing	250,000
Pedestrian Safety Improvement Project	100,000
Safe Streets to Transit Project	200,000
Subtotal DCS Infrastructure	\$ 3,155,000



2022 APPROVED PROJECT TIMELINE



2021 VEHICLE & EQUIPMENT

DCS is responsible for 500+ vehicles and equipment from city emergency equipment to Board of Education vehicles



2022 VEHICLE & EQUIPMENT

Vehicle/Equipment Funding Requests:
\$410,000 Total Funding Requests

- Snow tractors
- Log splitter/mill
- Garbage truck
- Message board



2022 CITY BUILDINGS CAPITAL FUNDING REQUESTS

\$605,000 TOTAL



CITY HALL

\$215,000 Total

- Building maintenance
- Electric upgrades



DPW & DCP LOCATIONS

\$270,000 Total

- Facility renovations



TRANSFER STATION

\$120,000 Total

- Replacement/maintenance
- HVAC upgrades
- Remediation

CONCLUSION

- **\$3.155 million for infrastructure (59% increase)**
Roads, drainage, open space management, pedestrian safety, regulatory and warning sign replacement, storm water requirements and traffic signal upgrades
- **\$410,000 for vehicles and equipment (67% increase)**
- **\$630,000 for City buildings/GIS (12% increase)**

SEWER UTILITY OVERVIEW

- Conveyance of sanitary sewage to the Joint Meeting
- Collects from +/- 15,000 Equivalent Dwelling Units (EDU)
- Overseen by a licensed sewer operator (C3 License)
- 82 miles of sanitary sewer mains
- Average daily sewer flow for 2020 @ 4.63 million gallons
- Four pump stations with 11 total pumps
- Six pieces of equipment/vehicles

2021 KEY SEWER UTILITY PROJECTS



SANITARY SEWER CLEANING & TV

- **September 2021:**
Awarded Sections C & K
- **December 2021:**
Completed Sections C & K



SEWER JET GARAGE BAY

- **July 2021:**
Project awarded
- **October 2021:**
Construction begins
- **December 2021:**
Construction completed



VEHICLE REPLACEMENT

- **October 2021:** Finalized specifications for Dump Truck
- **February 2022:**
Anticipated purchase date

DEPARTMENT OF COMMUNITY SERVICES

SEWER UTILITY

2022 TOTAL REQUEST: \$1,015,000

CITY-PORTION REQUEST

\$1,015,000

JMEUC CAPITAL CONTRIBUTION

REQUEST

\$0

SEWER UTILITY 2022 CAPITAL BUDGET REQUESTS

- \$325,000 for Infrastructure (31% increase)
Sewer TV inspection and line cleaning and spot repairs
- \$125,000 for Capital Projects (100% increase)
- \$245,000 for Equipment and Vehicles (26% increase)
Sewer camera inspection and truck
- \$320,000 for Sewer Pump Stations (300% increase)
Chatham Road upgrades, Constantine Place, grinder replacement



PARKING SERVICES UTILITY

2022 CAPITAL BUDGET
TOTAL REQUEST

\$0



CITY DEBT OUTLOOK



**Six-Year Capital Improvement Plan
and impact on future debt obligations**



CURRENT DEBT POSITION

Net Debt (January 1, 2021)	\$ 54.62 million
2021 Debt Service Payment \$3.74M (principal) plus \$1.12M (interest)	\$ 4.66 million
2021 Capital Budget (General Fund) Approved	\$ 3.99 million
New Debt Authorizations ◦ New Firehouse HQ (\$15.33M)	\$ 18.92 million
Estimated Net Debt (12/31/2021)	\$ 70.19 million
2022 Projected Debt Service Payment	\$ 5.49 million



EXISTING DEBT SERVICE SCHEDULE

	2022	2023	2024	2025	2026	2027
Existing Bond Principal	\$3,830,000	\$3,900,000	\$4,005,000	\$4,120,000	\$3,675,000	\$2,555,000
Existing Bond Interest	\$1,046,852	\$960,598	\$854,795	\$736,532	\$617,708	\$511,269
Existing Debt Service Payments (P&I)	\$ 4,876,852	\$ 4,860,598	\$ 4,859,795	\$ 4,856,532	\$ 4,292,708	\$3,066,269
Estimated Debt Service Total	\$4,876,852	\$4,860,598	\$4,859,795	\$4,856,532	\$4,292,708	\$3,066,269



EXISTING NOTE PAYMENT SCHEDULE

	2022	2023	2024	2025	2026	2027
Projected Note Principal	\$0	\$676,000	\$675,000	\$700,000	\$735,000	\$825,000
Projected Note Interest	\$614,640	\$435,200	\$526,138	\$519,388	\$512,388	\$503,200
<i>Projected Debt Service Payments (P&I)</i>	\$ 614,640	\$1,111,200	\$ 1,201,138	\$ 1,219,388	\$ 1,247,388	\$1,328,200
Estimated Debt Service Total	\$614,640	\$1,111,200	\$1,201,138	\$1,219,388	\$1,247,388	\$1,377,888



ESTIMATED DEBT SERVICE SCHEDULE WITH PROPOSED SIX YEAR CIP

	2022	2023	2024	2025	2026	2027
Estimated Debt Service Payment - Bonds/Notes	\$5,491,492	\$5,971,798	\$6,060,933	\$6,075,920	\$5,540,096	\$4,394,269
<i>Proposed Capital Improvement Plan (CIP)</i>	<i>\$ 5,220,000</i>	<i>\$ 7,096,250</i>	<i>\$ 7,650,000</i>	<i>\$ 6,941,500</i>	<i>\$ 7,736,235</i>	<i>\$ 3,668,000</i>
Proposed CIP Est. Debt Service (P & I)	\$0	\$104,400	\$246,325	\$399,325	\$538,155	\$692,880
Estimated Debt Service Payment w/CIP Budget \$	\$5,491,492	\$6,076,198	\$6,307,258	\$6,475,245	\$6,078,251	\$5,136,957