



2021 PRELIMINARY CAPITAL BUDGET

Public Workshop Session

Video Conference

Wednesday, December 9, 2020 at 6:30PM





Agenda

2021 Budget Process & Timeline

2021 Capital Budget Summary & Prior Year Comparison

Five-Year Capital Improvement Plan (2022 to 2026) & Prospective Projects

Department Capital Project Requests

City Debt Position & Outlook



2021 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.

OPERATING & CAPITAL BUDGET DEVELOPMENT

- August 2020
- All departments commence process

DEPARTMENT BUDGETS

- October 23, 2020
- Submitted to City Administrator & Chief Financial Officer

2021 Budget Process & Timeline

A graphic in the bottom left corner features a white silhouette of the state of Oregon. Resting on the silhouette is a white electronic calculator and a stack of several white papers, possibly representing financial documents or reports.

COUNCIL COMMITTEE REVIEW & DISCUSSION

- November 1 to December 8, 2020
- Revisions provided to City Administrator & CFO

PUBLIC WORKSHOP

- December 9, 2020
- Review capital budget requests

2021 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 triangular background on a dark brown slide.

FINANCE COMMITTEE REVIEW & DISCUSSION

- January to February 2021
- Operating budgets with department heads
- Finance & Capital Projects Committees to evaluate and finalize capital budget plan



2021 CAPITAL BUDGET SUMMARY

CURRENT FUND

TOTAL

\$5,278,000



SEWER UTILITY FUND

TOTAL

\$1,495,573



PARKING SERVICES UTILITY FUND

TOTAL

\$0





CAPITAL BUDGET COMPARISON

2021 VS. 2020

DEPARTMENT	2021	2020	% Change
Police	\$157,000	\$ 0	100.00%
Fire	265,000	139,500	89.96%
MVEC Joint Dispatch	200,000	0	100.00%
DCS/Technology	3,346,000	3,345,000	0.00%
DCP	1,310,000	705,000	85.81%
Administration/Clerk	0	0	0.00%
Library	0	0	0.00%
TOTAL	\$5,278,000	\$4,189,500	25.98%



CAPITAL BUDGET COMPARISON

2021 VS. 2020

UTILITY	2021	2020	% Change
Parking Services	\$0	\$430,000	(100.00%)
Sewer	1,495,573	710,000	110.64%
TOTAL	\$1,495,573	\$1,140,000	31.19%



CAPITAL IMPROVEMENT PLAN & PROSPECTIVE PROJECTS 2022-2026

DEPT.	2022	2023	2024	2025	2026	PP
Police	\$110,000	\$110,000	\$110,000	\$110,000	\$110,000	\$ 0
Fire	892,000	753,000	83,000	718,000	33,000	0
MVEC Jt. Dispatch	0	0	0	0	0	0
DCS/Tech.	3,768,000	3,620,000	3,819,000	3,605,000	5,315,000	5,500,000
DCP	1,926,250	1,463,000	1,855,500	830,000	183,850	0
Admin/ Clerk/Fin.	0	0	0	0	0	1,000,000
Library	0	0	0	0	0	0
TOTAL	\$6,696,250	\$5,946,000	\$5,867,500	\$5,263,000	\$5,641,850	\$6,500,000



CAPITAL IMPROVEMENT PLAN & PROSPECTIVE PROJECTS 2022-2026

UTILITY	2022	2023	2024	2025	2026	PP
Parking Services	\$0	\$0	\$0	\$0	\$0	\$0
Sewer	550,000	385,000	1,571,984	440,000	650,000	1,000,000
TOTAL	\$550,000	\$385,000	\$1,571,984	\$440,000	\$650,000	\$1,000,000



CITY DEPARTMENTS

2021 CAPITAL BUDGET PLAN



summit
community
programs





FIRE DEPARTMENT

ERIC EVERS, Fire Chief





FIRE DEPARTMENT

Majority of 2021 FD capital requests relate to safety equipment - all critical to protect personnel and Summit citizens.

**2021 CAPITAL BUDGET
TOTAL REQUEST**

\$265,000



HIGHLIGHT

Turnout Gear & Fire Hose Replacement



Turnout Gear: \$30,000

- Continual program
- Limited number of backup sets



Fire Hose: \$50,000

- Continual program
- 10 year replacement - NFPA requirement



HIGHLIGHT

Vehicle Replacement



Incident Command Vehicle: \$80,000

- Nine years old, scheduled replacement
- Frequent breakdowns, vehicle is unreliable for frontline use



HIGHLIGHT

Equipment Replacement



Rescue Equipment: \$40,000
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

CAD Tablets Replacement

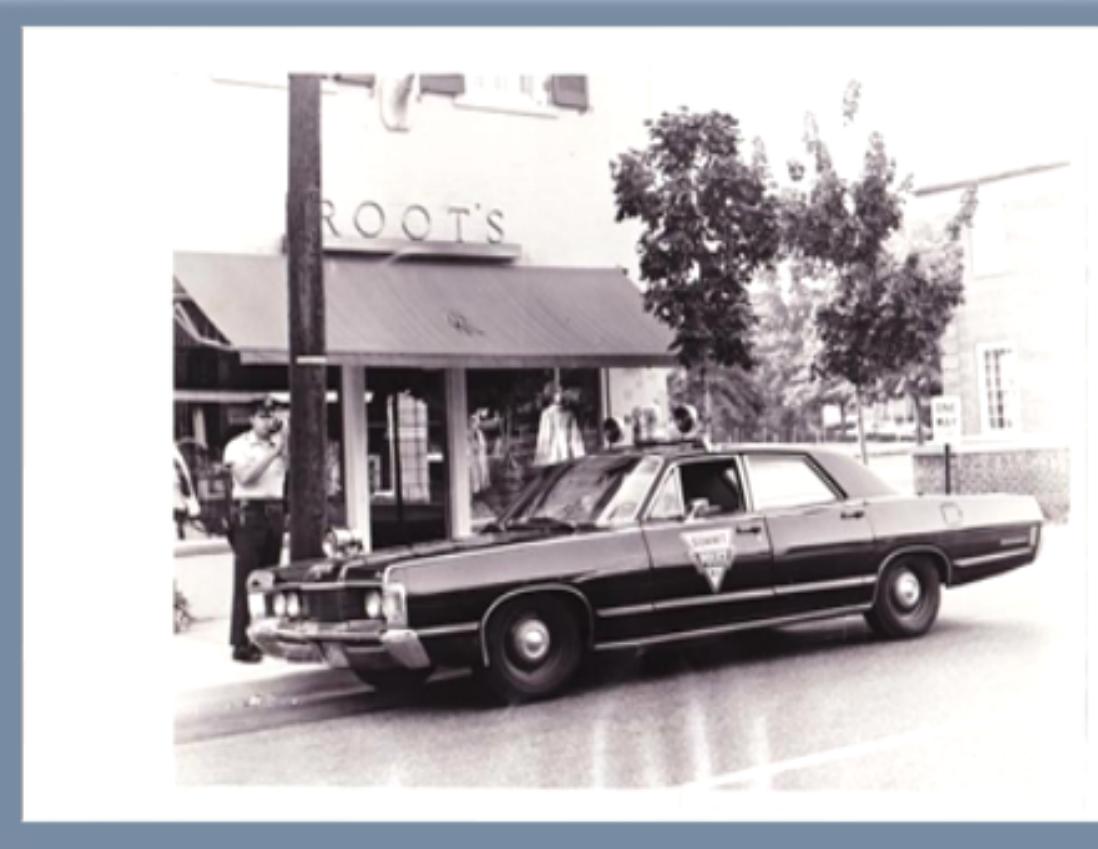


CAD Tablets: \$55,000

- Replace and upgrade existing department CAD tablets in all frontline vehicles as equipment has reached the end of its useful lifecycle

POLICE DEPARTMENT

ANDREW BARTOLOTTI, Police Chief





POLICE DEPARTMENT

**2021 CAPITAL BUDGET
TOTAL REQUEST**

\$157,000



POLICE DEPARTMENT

2021 Capital Budget Requests

- Frontline police vehicles
- Network servers
- Traffic variable message board



POLICE DEPARTMENT



Frontline Patrol Vehicle Replacement Program

\$110,000 Project Cost

- Continue replacement program through lease/purchase to maximize lifespan of fleet and purchasing power
- Mitigates costly repairs from maintaining an older fleet



POLICE DEPARTMENT



Network Server Replacement/Upgrades

\$30,000 Project Cost

- Network server infrastructure over six years old and has exceeded its useful life of four to five years
- Project includes replacing servers (2014), network switches, increasing storage allocation and upgrading operating system software (2012)



POLICE DEPARTMENT



Variable Message Board Replacement

\$17,000 Project Cost

- Replace an existing VMB purchased in 2001
- Traffic control device used to provide safety and road condition information to motorists
- Objective is to allow motorist time to avoid an incident, prepare for unavoidable conditions, or give travel directions





Department of Community Programs

Mark Ozoroski
Director

Chris Holenstein
Assistant Director

2020 CAPITAL BUDGET RECAP

Capital Projects Completed or In Progress

COMPLETED

- DCP senior bus purchase
- SFAC resurfacing project

IN PROGRESS

- Tatlock basketball court
- Memorial basketball court
- Investors track

DEPARTMENT OF COMMUNITY PROGRAMS



**2021 CAPITAL BUDGET
TOTAL REQUEST**

\$1.31 million

2021 CAPITAL BUDGET PRIORITIES

PRIORITY ONE

Mabie Playground & basketball court
Anderson Field House study

PRIORITY TWO

Paddle Tennis Court repairs

PRIORITY THREE

Community Center grading

OTHER PRIORITIES

Showmobile replacement

Annual park furnishings
replacement

Security cameras

PRIORITY ONE A

MABIE PLAYGROUND IMPROVEMENTS

\$700,000 Project Cost

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



PRIORITY ONE B

Anderson Field House Study

\$50,000 Study Cost

- \$600,000 projected cost of future work



PRIORITY TWO

Paddle Tennis Court Repairs

\$75,000 Project Cost

- 10 years since last resurfacing
- Court resurfacing, aggregate application to chipped areas, screen tightening, ADA ramp and wheelchair plate installation



PRIORITY THREE

Community Center Grading

\$275,000 Project Cost

- Area behind Community Center
- Create handicap access points from main building to Long Field from both parking lots to comply with ADA regulations
- Cover building footings



OTHER PRIORITIES

Showmobile Replacement

\$175,000 Project Cost

- Existing showmobile was purchased in 1993; average useful life is 10 to 15 years
- Used at city special events (more than 30 each year)
- Having mechanical and lighting issues; paneling and flooring are peeling; no current ADA accessibility



OTHER PRIORITIES

Park Furnishings \$10,000 Project Cost

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



OTHER PRIORITIES

Security Cameras

\$10,000 Project Cost

- Install security cameras across all city recreational facilities, including Summit Municipal Golf Course, Family Aquatic Center, and all parks and fields





CITY OF SUMMIT
DEPARTMENT OF
COMMUNITY SERVICES

Department of Community Services

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

 **Aaron Schrager, P.E., C.M.E., P.P.**

Acting DCS Director



DCS Oversees Summit's
Largest Monetary Asset

CITY INFRASTRUCTURE

KEY RESPONSIBILITIES

Pedestrian Safety & Road/Drainage Projects

31 Signals

83 Road miles

269 Streets

Public Buildings, Parks & Spaces

45 Buildings & structures

All City parks and public spaces

Storm Water & Sewer Infrastructure

Six miles of force mains

50 miles of storm sewer

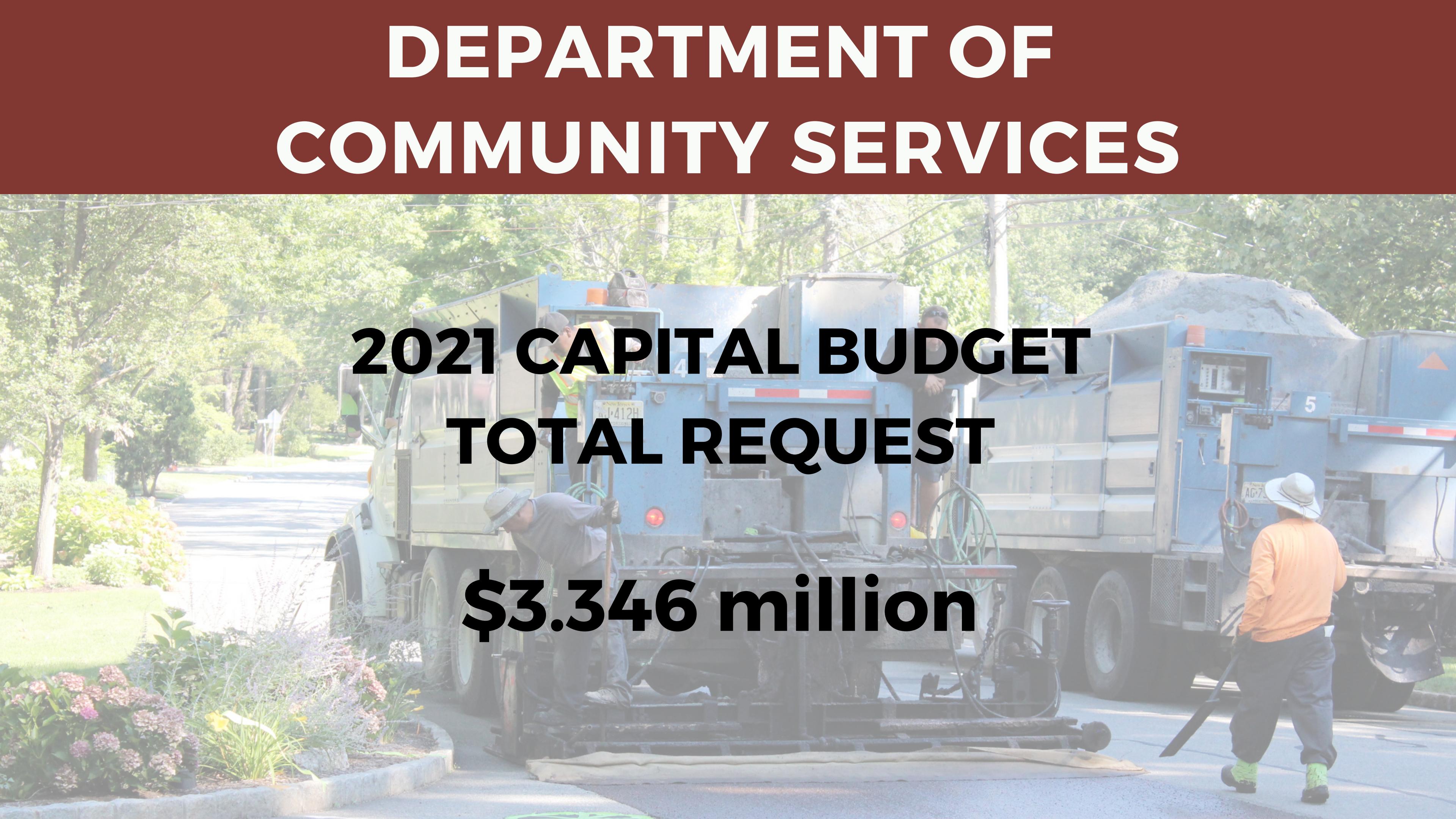
82 miles of sanitary sewer

2,256 sanitary structures

2,783 Storm structures

5 million gallons of daily sanitary sewer flow

DEPARTMENT OF COMMUNITY SERVICES



**2021 CAPITAL BUDGET
TOTAL REQUEST**

\$3.346 million

DEPARTMENT OF COMMUNITY SERVICES

2021 CAPITAL BUDGET REQUESTS (Approved 2020 Capital Budget)

	2020	2021
• Infrastructure	\$ 2,545,000	\$ 2,505,000
• Vehicle/equipment	325,000	246,000
• Buildings	475,000	580,000
• DCS GIS technology	0	15,000
TOTALS	\$ 3,345,000	\$ 3,346,000

2020 ACCOMPLISHMENTS OVERVIEW

Infrastructure

New Providence Avenue Improvement Project
Huntley Road Area Improvement Project (Huntley, Caldwell, Clark, Eaton & Willow)
Safe streets to transit (improvements to four intersections)
Pine Grove Avenue, Section II (sidewalk installation and paving)
Completed all work on Wallace Road
Elm Place improvements and paving
Henry Street paving
Franklin Place

Completed all data work to update City GIS system

Round II Revisions to DRO adopted

Installed several all-way stops

Adopted Traffic Calming Guidelines

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

STORMWATER & 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 conditions, rideability and safety



STORM & SEWER

Reduce flooding, extend infrastructure life and decrease line overload



TRAFFIC CALMING & SIDEWALKS

Increase pedestrian safety

2020 INFRASTRUCTURE HIGHLIGHTS



**Franklin Place
Huntley Road Area**



**Safe Streets to Transit
New Providence Avenue
Wallace Road**



**Elm Place
Pine Grove Section II**

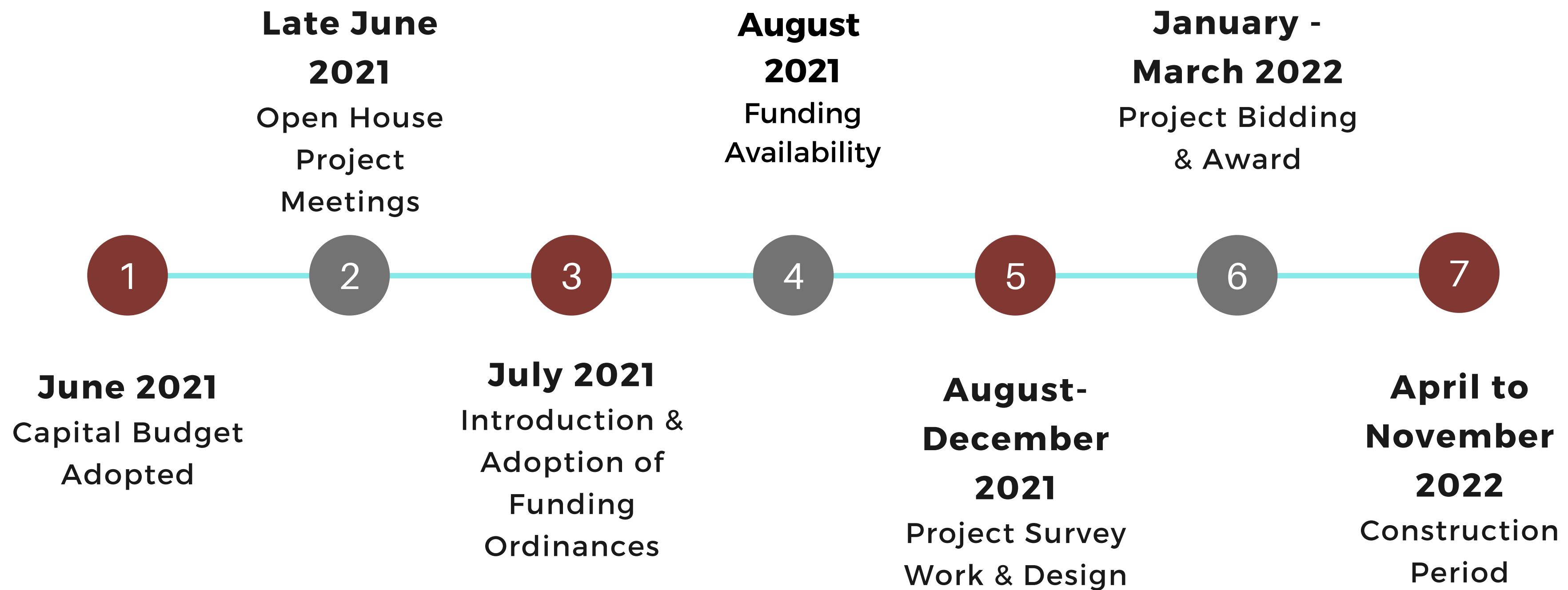
2021 INFRASTRUCTURE FUNDING

- 11 roads projects (four cul-de-sac streets, two thoroughfares, five local streets)
- Sidewalk installation projects
- Pedestrian safety and traffic calming improvements
- Regulatory and warning sign replacement project
- State and Federal storm water compliance program
- Traffic signal upgrade program
- Open space management
- 13 Micro-paved streets
- Transit Village Project - DOT grant dependent

2021 INFRASTRUCTURE PROJECTS

<u>Infrastructure</u>	
Cul-de-sac Paving Project (Meadowbrook Court, Crest Acre Court, Woodcroft Road, Carleen Court)	475,000
Drainage Improvement Projects	75,000
Micropaving Program	150,000
Open Space Management	35,000
Park Avenue (+North, South, John)	500,000
Pedestrian Safety Improvement Project	150,000
Public Works Paving Program (Blackburn Pl)	150,000
Regulatory & Warning Sign Replacement	15,000
Storm Water Requirements	5,000
Traffic Calming Measures	50,000
Transit Village / Michigan Avenue	250,000
Tulip Street (Mountain to Ashland)	650,000
<u>Subtotal DCS Infrastructure</u>	\$ 2,505,000

2021 APPROVED PROJECT TIMELINE



2021 VEHICLE & EQUIPMENT

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



2021 VEHICLE & EQUIPMENT

Vehicle/Equipment Funding Requests:

\$246,000 Total Funding Requests

- Sidewalk snow tractor with plow/blower
- Compost/topsoil/sweeping screener
- Paint machine
- Lifts
- Maintenance, parts replacement



2021 CITY BUILDINGS CAPITAL FUNDING REQUESTS \$580,000 TOTAL



CITY HALL

\$75,000 Total

- Building maintenance
- Electric upgrades



DPW GARAGE

\$70,000 Total

- Facility renovations



TRANSFER STATION

\$435,000 Total

- Replacement/maintenance
- Building siding replacement
- Remediation

CONCLUSION

- \$2.505 million for infrastructure (1.6% DECREASE)
Roads, drainage, open space management, pedestrian safety, regulatory and warning sign replacement, stormwater requirements and traffic signal upgrades
- \$246,000 for vehicles and equipment (24% DECREASE)
- \$595,000 for City buildings/GIS (14% 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 2019 @ 5.22 million gallons
- Four pump stations with 11 total pumps
- Six pieces of equipment/vehicles

2020 KEY SEWER UTILITY PROJECTS



SANITARY SEWER CLEANING & TV

- **February 2020:**
Completed Sections A & B
- **October 2020:**
Awarded Sections L & N
- **December 2020:**
Completed Sections L & N



SEWER JET GARAGE BAY

- **June 2020:**
Plan preparation
- **April 2021:**
Begin construction
- **June 2021:** Completed



VEHICLE REPLACEMENT

- **October 2020:** Finalized specifications for Backhoe
- **February 2021:**
Backhoe purchased

DEPARTMENT OF COMMUNITY SERVICES

SEWER UTILITY

2021 TOTAL REQUEST: \$1,495,573

CITY-PORTION REQUEST

\$522,500

**JMEUC CAPITAL
CONTRIBUTION
REQUEST**

\$973,073

SEWER UTILITY 2021 CAPITAL BUDGET REQUESTS

- \$247,500 for Infrastructure (10% DECREASE)

Sewer TV inspection and line cleaning, spot repairs, force main valve upgrades and infiltration and inflow projects

- \$0 for Capital Projects (100% DECREASE)

- \$195,000 for Equipment and Vehicles (5.5% INCREASE)

5CY Dump with plow

- \$80,000 for Sewer Pump Stations (68% DECREASE)

Constantine Place, Glen Avenue, River Road



PARKING SERVICES UTILITY

2021 CAPITAL BUDGET
TOTAL REQUEST

\$0



CITY DEBT OUTLOOK



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



CURRENT DEBT POSITION

Net Debt (January 1, 2020)	\$ 54.80 million
2020 Debt Service Payment \$3.37M (principal) plus \$1.29M (interest)	\$ 4.66 million
2020 Capital Budget (General Fund) Approved	\$ 4.19 million
New Debt Authorizations ◦ Various Municipal Projects	\$ 4.02 million
Estimated Net Debt (12/31/2020)	\$ 54.16 million
2021 Projected Debt Service Payment	\$ 4.87 million



EXISTING DEBT SERVICE SCHEDULE

	2021	2022	2023	2024	2025	2026
Existing Bond Principal	\$3,745,000	\$3,830,000	\$3,900,000	\$4,005,000	\$4,120,000	\$3,675,000
Existing Bond Interest	1,126,271	1,046,852	960,598	854,795	736,532	617,708
<i>Existing Debt Service Payments (P&I)</i>	\$4,871,271	\$4,876,852	\$4,860,598	\$4,859,795	\$4,856,532	\$4,292,708
Estimated Debt Service Total	\$4,871,271	\$4,876,852	\$4,860,598	\$4,859,795	\$4,856,532	\$4,292,708



PROJECTED DEBT SERVICE SCHEDULE WITH NEW FIREHOUSE DEBT ESTIMATE

	2021	2022	2023	2024	2025	2026
Projected Principal Debt Payment	\$3,745,000	\$3,830,000	\$3,900,000	\$4,005,000	\$4,120,000	\$3,675,000
Projected Interest Debt Payment	1,126,271	1,046,852	960,598	854,795	736,532	617,708
Projected Debt Service Total	\$4,871,271	\$4,876,852	\$4,860,598	\$4,859,795	\$4,856,532	\$4,292,708
New Firehouse Est. Debt Service	\$ 0	\$275,000	\$275,000	\$700,108	\$699,763	\$702,713
Estimated Debt Service Payment w/New Firehouse	\$4,871,271	\$5,151,852	\$5,135,598	\$5,559,903	\$5,556,295	\$4,995,421



ESTIMATED DEBT SERVICE SCHEDULE WITH PROPOSED SIX YEAR CIP

	2021	2022	2023	2024	2025	2026
Estimated Debt Service Payment w/ New Firehouse	\$4,871,271	\$5,151,852	\$5,135,598	\$5,559,903	\$5,556,295	\$4,995,421
<i>Proposed Capital Improvement Plan (CIP)</i>	\$5,278,000	\$6,696,250	\$5,946,000	\$5,867,500	\$5,263,000	\$5,641,850
Proposed CIP Est. Debt Service (P & I)	\$0	\$131,950	\$299,356	\$506,660	\$732,427	\$980,983
<i>Estimated Debt Service Payment w/CIP Budget \$</i>	\$4,871,271	\$5,283,802	\$5,434,954	\$6,066,563	\$6,288,722	\$5,976,404