



# 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



## 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



## 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



## 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

## SEWER UTILITY FUND

## PARKING SERVICES UTILITY FUND

TOTAL  
**\$5,278,000**

TOTAL  
**\$1,495,573**

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%
<b>TOTAL</b>	<b>\$5,278,000</b>	<b>\$4,189,500</b>	<b>25.98%</b>



# 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







# 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

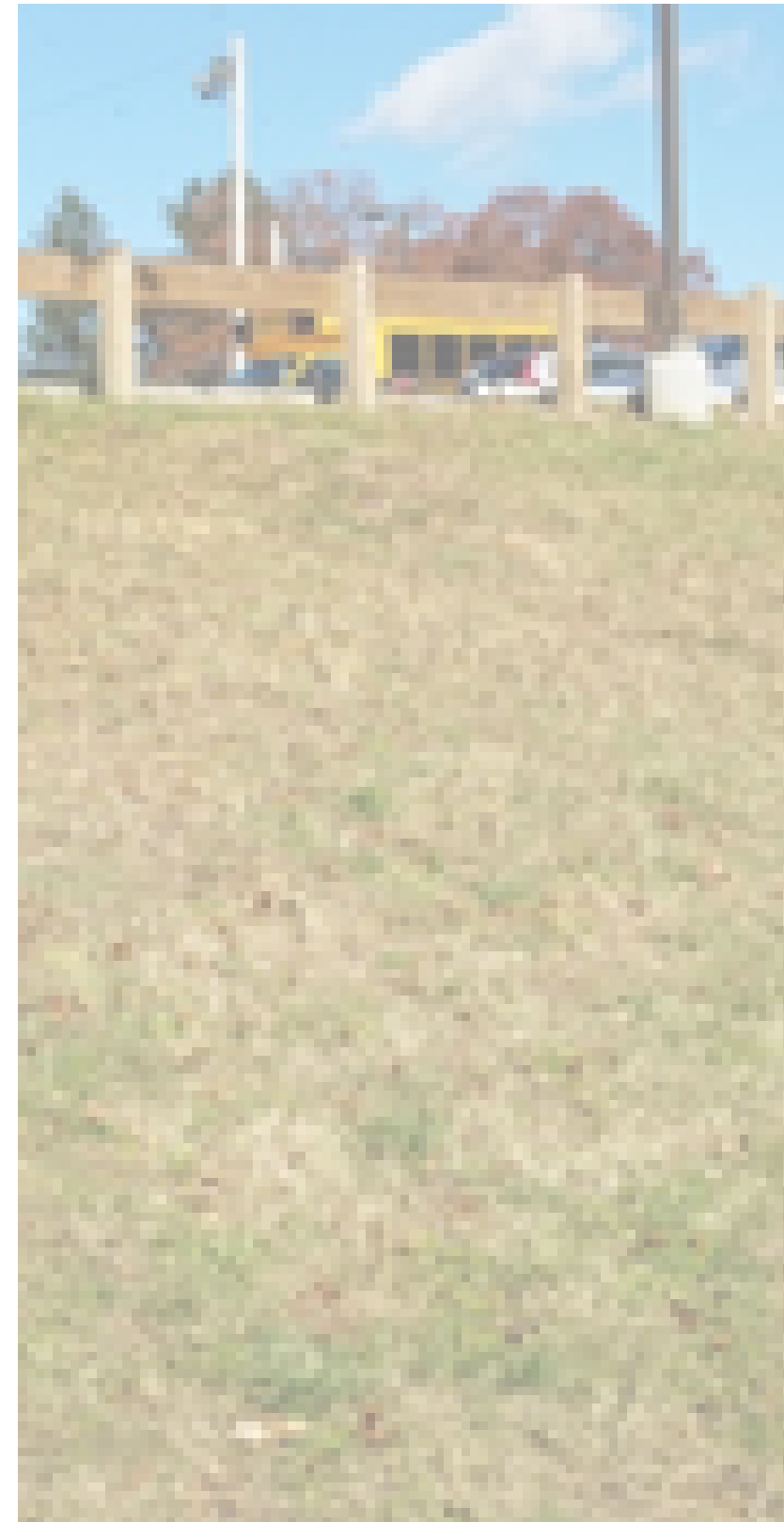


# PRIORITY THREE

## 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





# 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

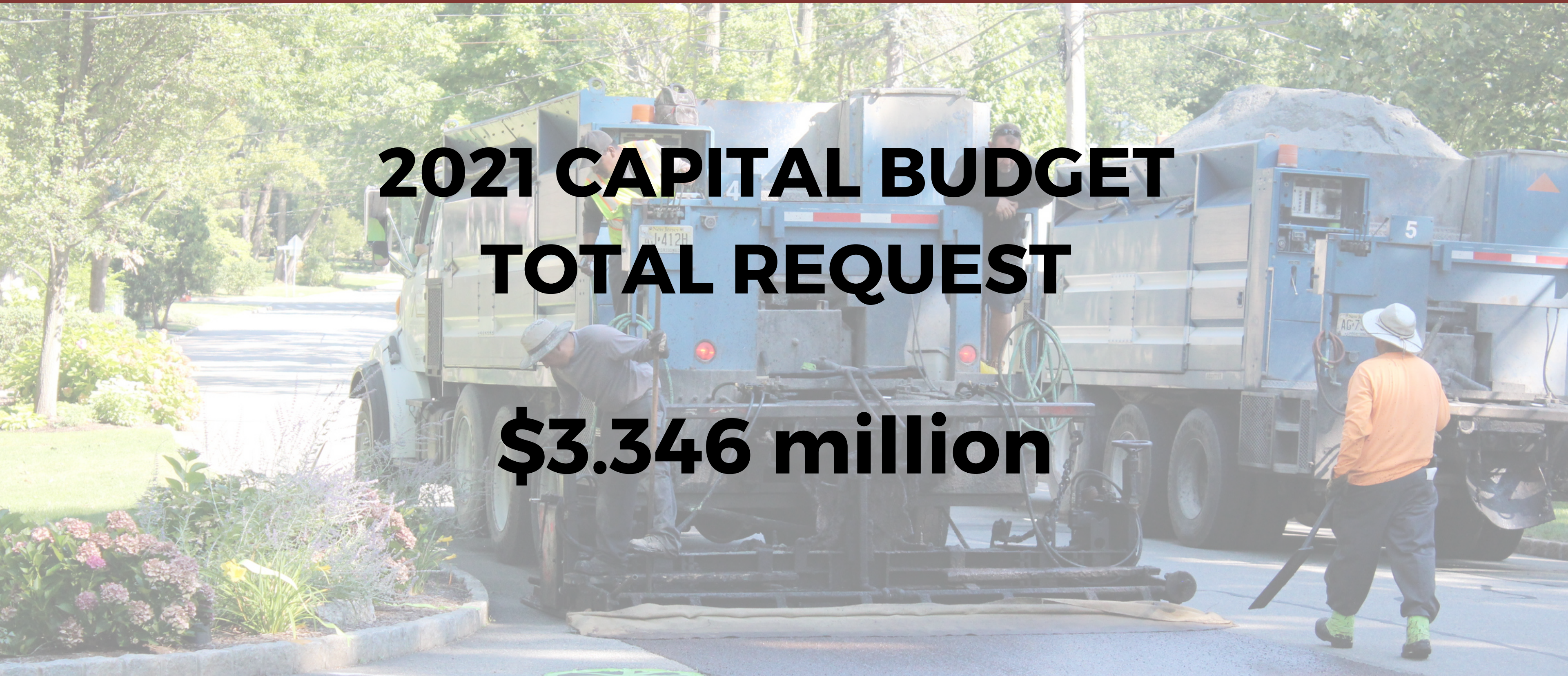
5 million gallons of daily sanitary sewer flow



# 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
<b>TOTALS</b>	<b>\$ 3,345,000</b>	<b>\$ 3,346,000</b>



# 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

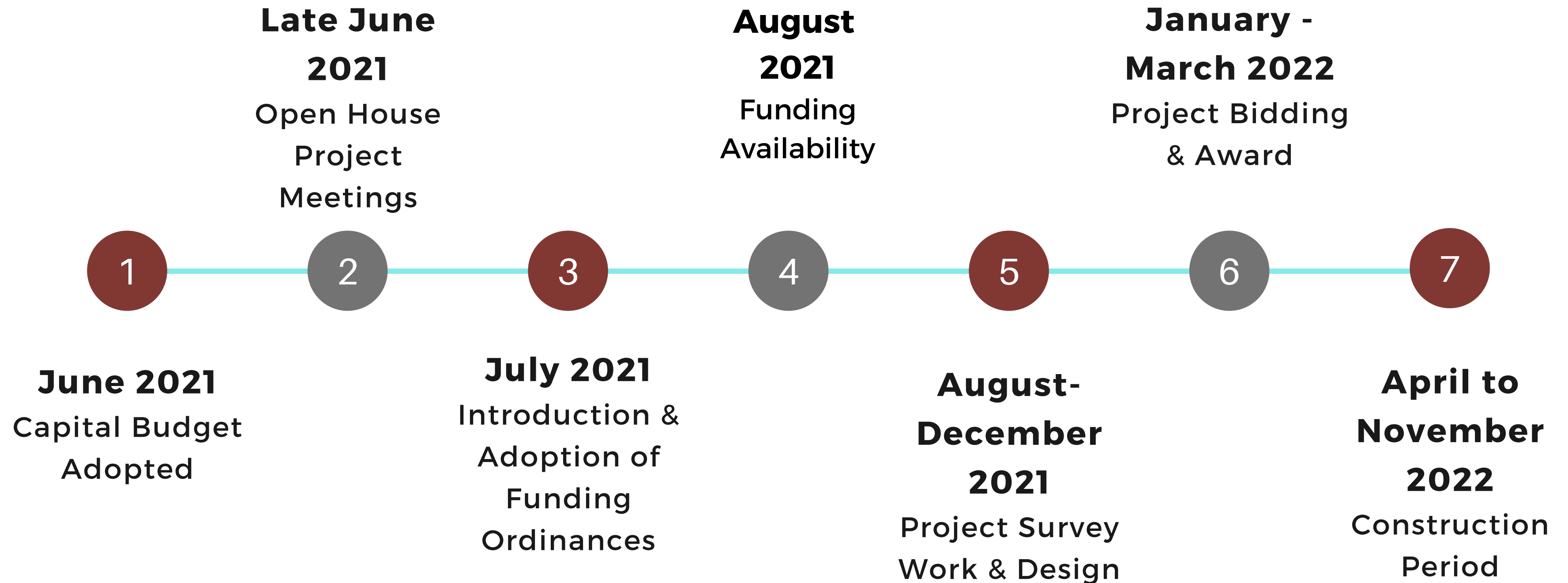
- 11 roads projects (four cul-de-sac streets, two thoroughfares, five local streets)
- Sidewalk installation projects
- Pedestrian safety and traffic calming improvements
- Regulatory and warning sign replacement project
- State and Federal storm water compliance program
- Traffic signal upgrade program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



# 2021 INFRASTRUCTURE PROJECTS

<b><u>Infrastructure</u></b>	
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
<b><u>Subtotal DCS Infrastructure</u></b>	<b>\$ 2,505,000</b>

# 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-PORITION 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
<b>Existing Debt Service Payments (P&amp;I)</b>	<b>\$4,871,271</b>	<b>\$4,876,852</b>	<b>\$4,860,598</b>	<b>\$4,859,795</b>	<b>\$4,856,532</b>	<b>\$4,292,708</b>
<b>Estimated Debt Service Total</b>	<b>\$4,871,271</b>	<b>\$4,876,852</b>	<b>\$4,860,598</b>	<b>\$4,859,795</b>	<b>\$4,856,532</b>	<b>\$4,292,708</b>





# 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
<b>Projected Debt Service Total</b>	<b>\$4,871,271</b>	<b>\$4,876,852</b>	<b>\$4,860,598</b>	<b>\$4,859,795</b>	<b>\$4,856,532</b>	<b>\$4,292,708</b>
New Firehouse Est. Debt Service	\$ 0	\$275,000	\$275,000	\$700,108	\$699,763	\$702,713
<b>Estimated Debt Service Payment w/New Firehouse</b>	<b>\$4,871,271</b>	<b>\$5,151,852</b>	<b>\$5,135,598</b>	<b>\$5,559,903</b>	<b>\$5,556,295</b>	<b>\$4,995,421</b>



# 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
Proposed Capital Improvement Plan (CIP)	\$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
Estimated Debt Service Payment w/CIP Budget \$	\$4,871,271	\$5,283,802	\$5,434,954	\$6,066,563	\$6,288,722	\$5,976,404