



# 2024 PRELIMINARY CAPITAL BUDGET

**Public Workshop Session**  
Whitman Community Room  
Wednesday, December 13, 2023 at 6:30PM

# Agenda

**2024 Budget Process & Timeline**

**2024 Capital Budget Summary & Prior Year Comparison**

**Five-Year Capital Improvement Plan (2025 to 2029) & Prospective Projects**

**Department Capital Project Requests**

**City Debt Position & Outlook**



# 2024 Budget Process & Timeline

## OPERATING & CAPITAL BUDGET DEVELOPMENT

- August 2023
- All departments commence process

## DEPARTMENT BUDGETS

- October 30, 2023
- Submitted to City Administrator  
& Chief Financial Officer

# 2024 Budget Process & Timeline

## COUNCIL COMMITTEE REVIEW & DISCUSSION

- November 1 to December 12, 2023
- Revisions provided to City Administrator & CFO

## PUBLIC WORKSHOP

- December 13, 2023
- Review capital budget requests

# 2024 Budget Process & Timeline

## FINANCE COMMITTEE REVIEW & DISCUSSION

- January to February 2024
- Operating budgets with department heads
- Finance & Capital Projects Committees to evaluate and finalize capital budget plan

# 2024 Budget Process & Timeline

## CITY BUDGET PRESENTATION AND INTRODUCTION

- Mid to late March 2024
- Operating budgets with department heads

## BUDGET ADOPTION

- Late April 2024
- Public hearing held at least 28 days after introduction



# 2024 CAPITAL BUDGET SUMMARY

## CURRENT FUND

**TOTAL**  
**\$7,655,100**



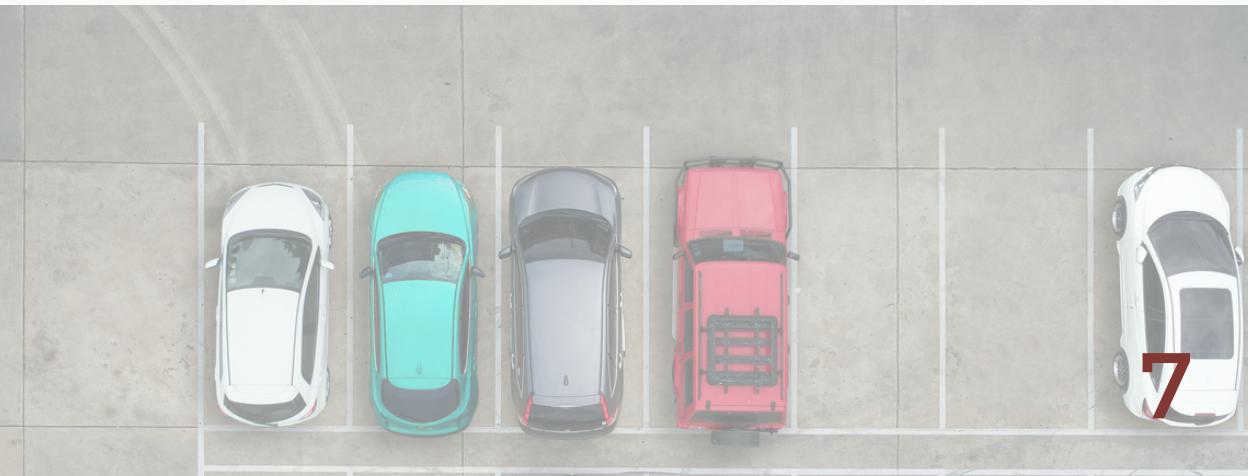
## SEWER UTILITY FUND

**TOTAL**  
**\$3,720,000**



## PARKING SERVICES UTILITY FUND

**TOTAL**  
**\$1,355,000**





# CAPITAL BUDGET COMPARISON

## 2024 VS. 2023

DEPARTMENT	2024	2023	% Change
COMMUNITY PROGRAMS	\$2,895,000	\$335,000	764.2%
COMMUNITY SERVICES	4,002,000	900,000	344.7%
FIRE	265,600	446,000	-40.5%
POLICE	492,500	310,000	60.8%
<b>TOTAL</b>	<b>\$7,655,100</b>	<b>\$1,991,000</b>	<b>284.5%</b>



# CAPITAL BUDGET COMPARISON

## 2024 VS. 2023

UTILITY	2024	2023	% CHANGE
PARKING SERVICES	\$1,355,000	\$0	100.0%
SEWER	3,720,000	3,235,000	15.0%
TOTAL	\$5,075,000	\$2,235,000	56.9%



# CAPITAL IMPROVEMENT PLAN & PROSPECTIVE PROJECTS 2025-2029

DEPARTMENT	2025	2026	2027	2028	2029	Prospective Projects
ADMINISTRATION/CLERK	\$0	\$0	\$0	\$0	\$0	\$0
COMMUNITY PROGRAMS	1,639,500	1,585,500	1,028,850	1,070,000	10,000	10,000
COMMUNITY SERVICES	4,985,000	5,860,000	3,265,000	1,690,000	1,165,000	10,465,000
FIRE	1,278,000	813,000	883,000	73,000	144,000	0
POLICE	193,000	143,000	155,000	125,000	185,000	125,000
<b>TOTAL</b>	<b>\$8,095,500</b>	<b>\$8,401,500</b>	<b>\$5,331,850</b>	<b>\$2,958,000</b>	<b>\$1,504,000</b>	<b>\$10,600,000</b>



# CAPITAL IMPROVEMENT PLAN & PROSPECTIVE PROJECTS 2025-2029

UTILITY	2025	2026	2027	2028	2029	Prospective Projects
PARKING SERVICES	\$200,000	\$150,000	\$200,000	\$150,000	\$1,500,000	\$15,000,000
SEWER	600,000	175,000	205,000	175,000	175,000	1,335,000
TOTAL	\$800,000	\$325,000	\$405,000	\$325,000	\$1,675,000	\$16,335,000



# CITY DEPARTMENTS

# 2024 CAPITAL BUDGET PLAN





# FIRE DEPARTMENT

ERIC EVERS, Fire Chief





# FIRE DEPARTMENT

2024 FD capital requests relate to safety equipment and the new firehouse project – all critical to protect personnel and Summit citizens.

**2024 CAPITAL BUDGET  
TOTAL REQUEST**

**\$265,600**



# HIGHLIGHT: Turnout Gear



## Turnout Gear: \$30,000

- Continual program
- Limited number of backup sets



# HIGHLIGHT

## Safety & IT Equipment, Radio System



**IT Equipment: \$30,000**

**Radio Equipment: \$20,000**

**SCBA Replacement: \$50,000**

**Rescue Equipment: \$25,000**

**Small Equipment: \$25,000**

**Replace Vehicle: \$85,600**





# Six-Year Capital Budget

2024 Capital Budget		Future Years						
	<u>PROJECT SUMMARY</u>	2024	2025	2026	2027	2028	2029	2024-2029 Total
	<u>Fire Department</u>							
	Equipment							
	Replace Special Operations/Rescue			675,000				\$ 675,000
	New Furniture - New Building							\$ -
	Replace Car One		55,000				60,000	
	Station Alerting System- New Firehouse							\$ 160,000
	Replacement of SCBA Breathing Air Packs	50,000		50,000			50,000	\$ 100,000
	Firefighter Turnout Gear	30,000	15,000	18,000	18,000	18,000	18,000	\$ 129,000
	Replace Rescue One				850,000			
	Replace Engine 4		1,100,000					\$ 1,100,000
	Replace Special services Vehicle		80,000					
	Small Equipment Replacement Program	25,000	8,000		15,000		16,000	\$ 58,000
	Replacement of Fire Hose			15,000		15,000		\$ 45,000
	IT for new building	30,000						
	Rescue Equipment Replacement	25,000	20,000			40,000		\$ 100,000
	Radio System	20,000						
	Replacement of Fire Prevention Vehicle	85,600		55,000				\$ 140,600
	<u>Fire Equipment Subtotal</u>	\$ 265,600	\$ 1,278,000	\$ 813,000	\$ 883,000	\$ 73,000	\$ 144,000	\$ 3,542,600
	<u>Fire Headquarters</u>							
	Replacement of Fire Headquarters	\$ 0	\$ 0	\$ 0	\$ 0		\$ 0	\$ 0
	<u>Fire Headquarters Subtotal</u>	\$ 0	\$ 0	\$ 0	\$ 0	\$ -	\$ 0	\$ 0
	<u>FIRE DEPARTMENT TOTAL</u>	\$ 265,600	\$ 1,278,000	\$ 813,000	\$ 883,000	\$ 73,000	\$ 144,000	\$ 3,542,600



# POLICE DEPARTMENT

## STEVEN ZAGORSKI, Chief of Police





# POLICE DEPARTMENT

## 2024 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.

**2024 CAPITAL BUDGET  
TOTAL REQUEST**

**\$492,500**



# POLICE DEPARTMENT

## 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: \$125,000**



# POLICE DEPARTMENT

## Fixed Speed Radar Mounted Sign

Pole mounted radar speed signs are utilized to warn motorists to slow down by flashing their excessive speed. These are deployed in school zones, neighborhoods, and accident-prone locations where obeying the speed limit is critical. The signs can be either hard-wired to commercial power, or battery-powered with an automatic solar-based charging system.



**Project Cost: \$25,000**



# POLICE DEPARTMENT

## Body Armor Replacement Program

Body armor lifespans are approximately five years. Over time, the ballistic materials used to fabricate the ballistic panels will show some degradation, thus decreasing its overall performance and safety to officers.

In 2024, there are 15 officers from the Summit Police Department that will be due for replacement body armor.



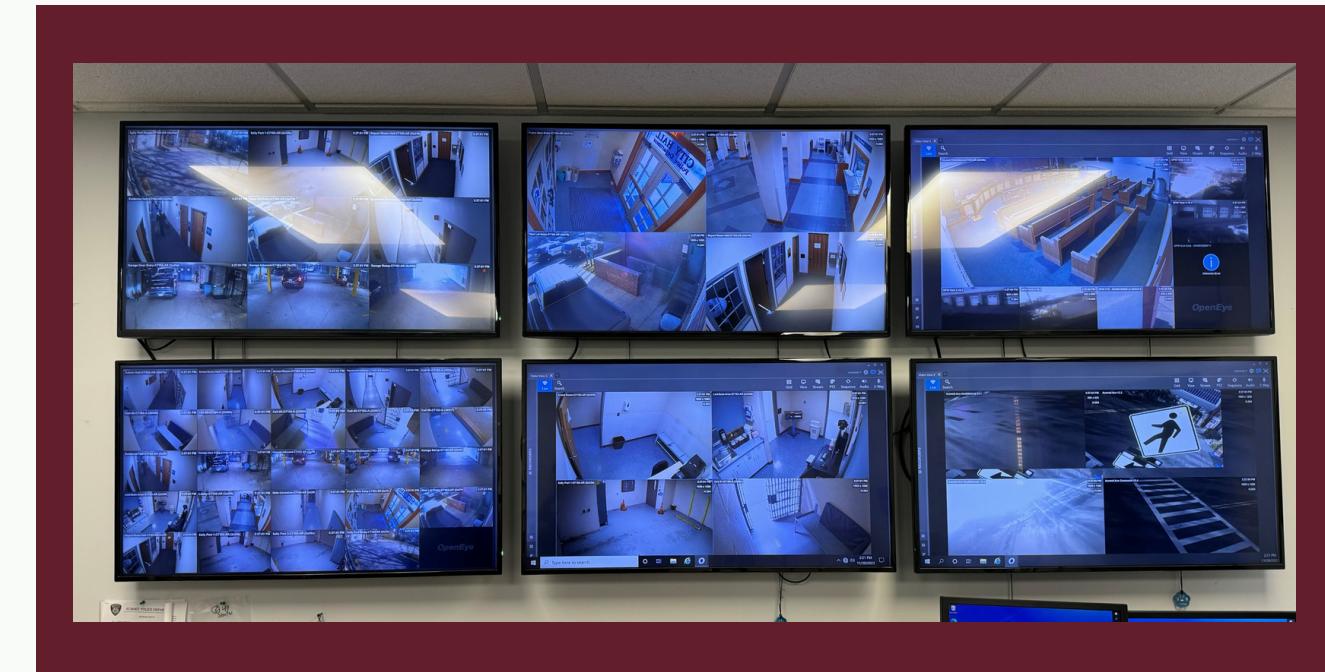
**Project Cost: \$35,000**



# POLICE DEPARTMENT

## City Hall & Police Department Camera System Upgrade

The Summit Police Department continues to serve the City of Summit more efficiently and more effectively year after year, including internally with service to other city employees. System upgrades and installations of new security cameras would better aid the agency in investigations and follow-ups to criminal activities.



### Installation & Maintenance

Project to include permits, running of fiber, additional cameras, and monitors housed in the Summit Police Department Patrol Supervisors Office.

**PROJECT COST: \$100,000**



# POLICE DEPARTMENT

## Fixed License Plate Recognition Cameras

Fixed license plate recognition (LPR) cameras from Vigilant Solutions provide strategic monitoring and high-volume data gathering around a city, region, or critical infrastructure locations. Managed within LEARN, alerts may be sent to email addresses, the Mobile Companion smartphone application, or to the Target Alert Service client application for PC's.

Fixed LPR from Vigilant are a key component to law enforcement agencies as an important tool utilized for investigative purposes.

### Installation & Maintenance

**Phase 2:** Install at six locations with 12 fixed LPR cameras

Required permits and electrical installation

(Phase 1: Capital Budget Project, 2023)

**PROJECT COST: \$207,500**



# Department of Community Programs

 **Mark Ozoroski**

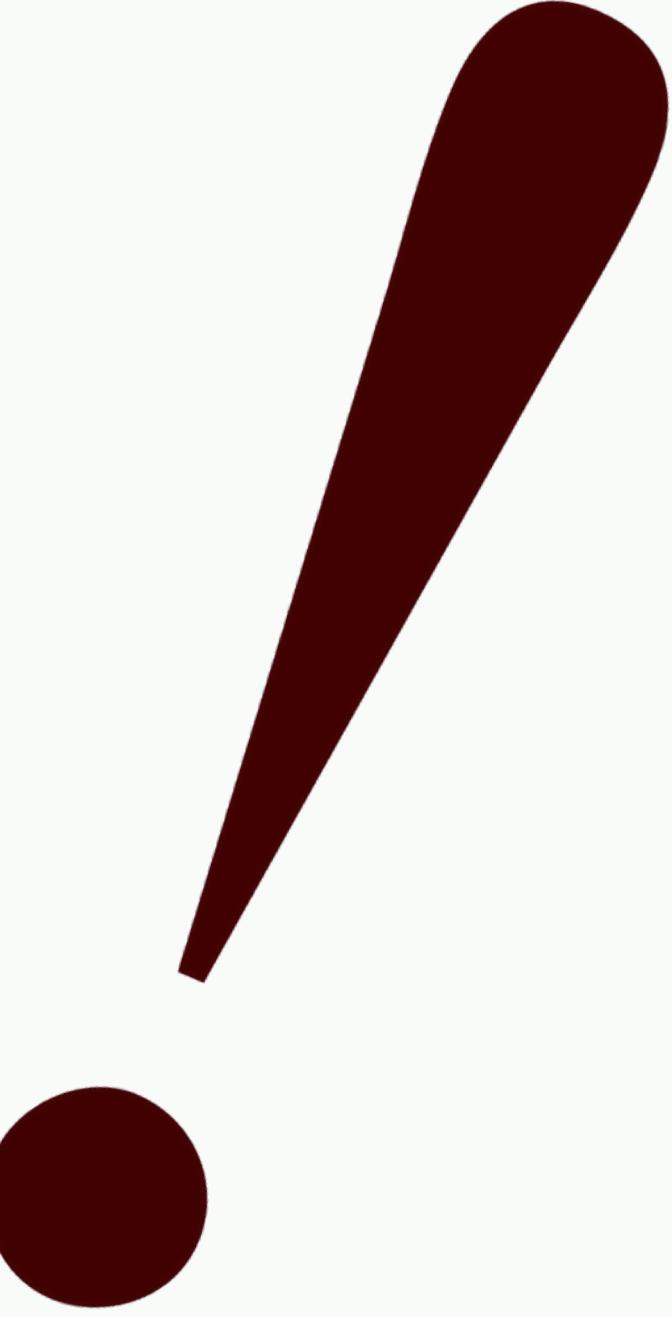
Director

 **David Guida**

Assistant

 **Chris Holenstein**

Assistant Director



# DEPARTMENT OF COMMUNITY PROGRAMS

A photograph of the Summit Community Center, a brick building with a prominent gabled roof and white trim. The words "Summit Community Center" are engraved in the brick above the entrance. The building is set against a backdrop of trees and a clear sky.

**2024 CAPITAL BUDGET  
TOTAL REQUEST**

**\$2,895,000**

# 2024 CAPITAL BUDGET PRIORITIES

## CURRENT PRIORITIES

Tatlock Playground

Tatlock Redevelopment Plan: Lighting

Upper Tatlock & Football Stadium

Cornog Concession

Golf Course Bridges and Parking Lot

## FUTURE PRIORITIES

Summit Family Aquatic Center Slides,  
Bathhouse Upgrades & Basketball Area

Memorial Playground & East Summit  
Playground

Continued Tatlock Redevelopment Plan

# PRIORITY ONE

## **TATLOCK PLAYGROUND IMPROVEMENTS**

**Playgrounds have been identified as a top priority in the city since 2019.**

**Mabie Playground fundraising is underway.**

**By April/May of 2024 we expect grant funding to be secured for a ground breaking in fall/winter of 2024.**

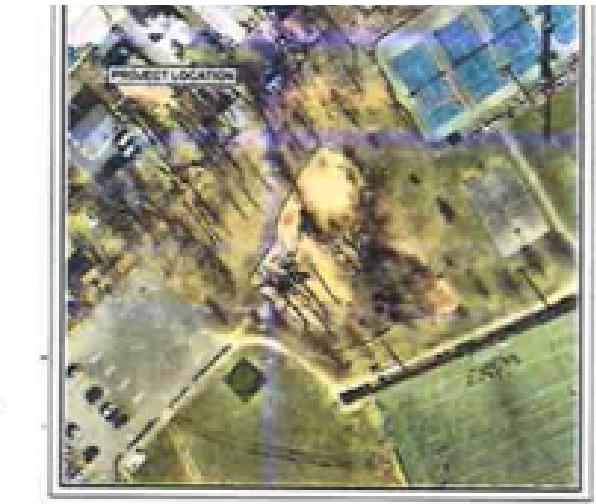
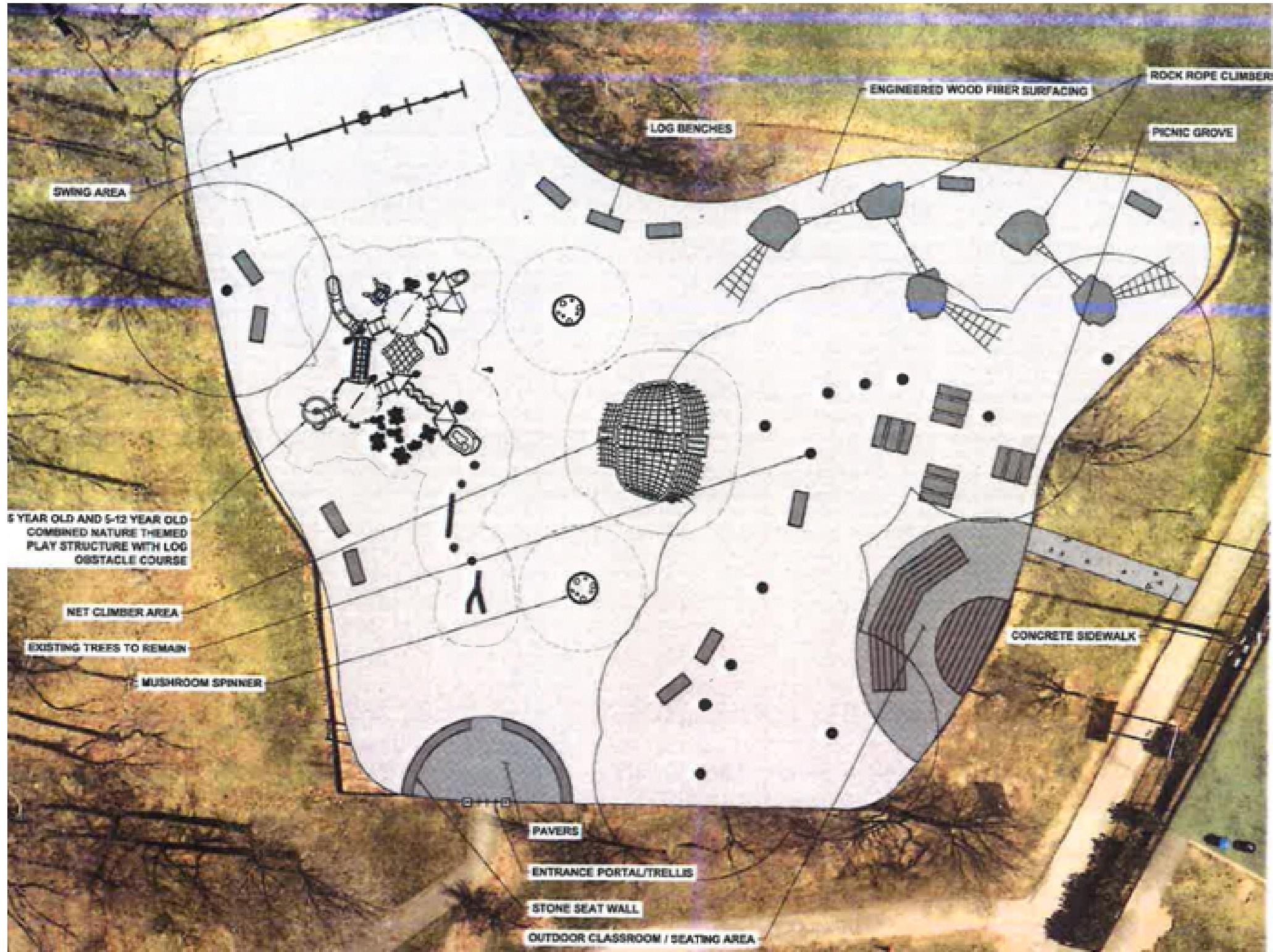
- Tatlock playground identified as next priority
- DCP and subcommittee to review playground assessment
- In winter of 2024 will engage Washington PTA

**Total Project Cost: \$500,000**



# PRIORITY ONE

## TATLOCK PLAYGROUND INITIAL PROPOSAL



# PRIORITY TWO

## UPPER TATLOCK & STADIUM LIGHTING

**Request by DCP Advisory Board and All Summit Sports Leagues President & BOE**

In working with the field user fee group and all sports leagues, the installation of lights has been identified as the number one priority at Upper Tatlock and the Tatlock Stadium

### Project Scope:

- Sports field lighting - stadium and upper Tatlock
- Replacement of cracked stair caps
- Lighting of the walkway areas

**Musco Lighting has developed a site plan and cost estimate**

**Total Project Cost: \$1,640,000**

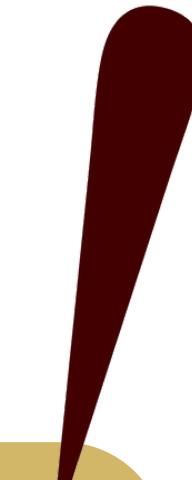


# PRIORITY THREE

## GOLF COURSE BRIDGE AND PARKING LOT

### Current Project Underway:

As a part of the dam improvement project at the Summit Municipal Golf course, grading and ADA access issues are being addressed.

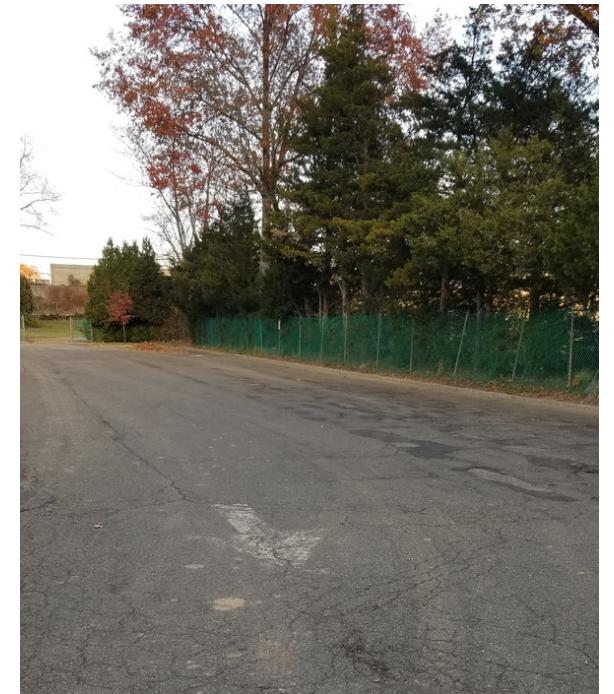


# PRIORITY THREE

## GOLF COURSE BRIDGE AND PARKING LOT

### Golf Course Parking Lot & Bridges:

To completely address accessibility issues, the parking lot at the Muni needs to be replaced. New bridges will need to be installed from the parking lot to the entry and from the clubhouse to hole one.



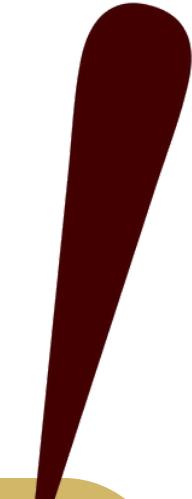
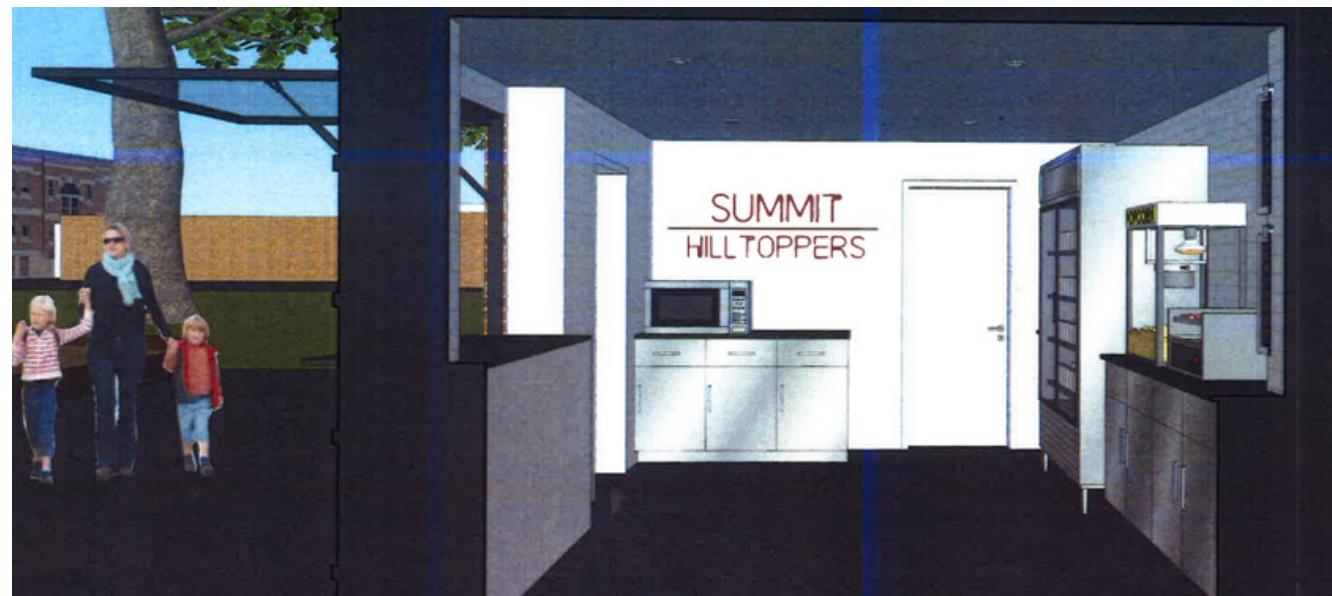
**Total Project Cost: \$450,000**

# PRIORITY FOUR

## CORNOG FIELD HOUSE CONCESSION STAND

### Summit Junior Baseball Request

- Coaches room converted to concession stand for grab and go items.
- No cooking appliances.
- Upgrades to be made to the room usable and comparable to Tatlock's concession stand



**Total Project Cost: \$295,000**

# 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



CITY OF SUMMIT  
DEPARTMENT OF  
**COMMUNITY SERVICES**

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



DCS oversees Summit's largest monetary asset

# CITY INFRASTRUCTURE

# KEY RESPONSIBILITIES

## **Pedestrian Safety and Road/Drainage Projects**

32 Signals

83 Road miles

269 Streets

## **Public Buildings, Parks and Spaces**

45 Buildings and structures

All city parks and public spaces

## **Storm Water and 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



**2024 CAPITAL BUDGET  
TOTAL REQUEST**

**\$4.0 Million**

# DEPARTMENT OF COMMUNITY SERVICES

## 2023 vs. 2024 CAPITAL BUDGET COMPARISONS

	2023	2024
• Infrastructure	\$720,000	\$2,430,000
• Vehicle/equipment	75,000	787,000
• Buildings	105,000	760,000
• DCS GIS technology	0	25,000
<b>TOTALS</b>	<b>\$900,000</b>	<b>\$4,002,000</b>

# 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

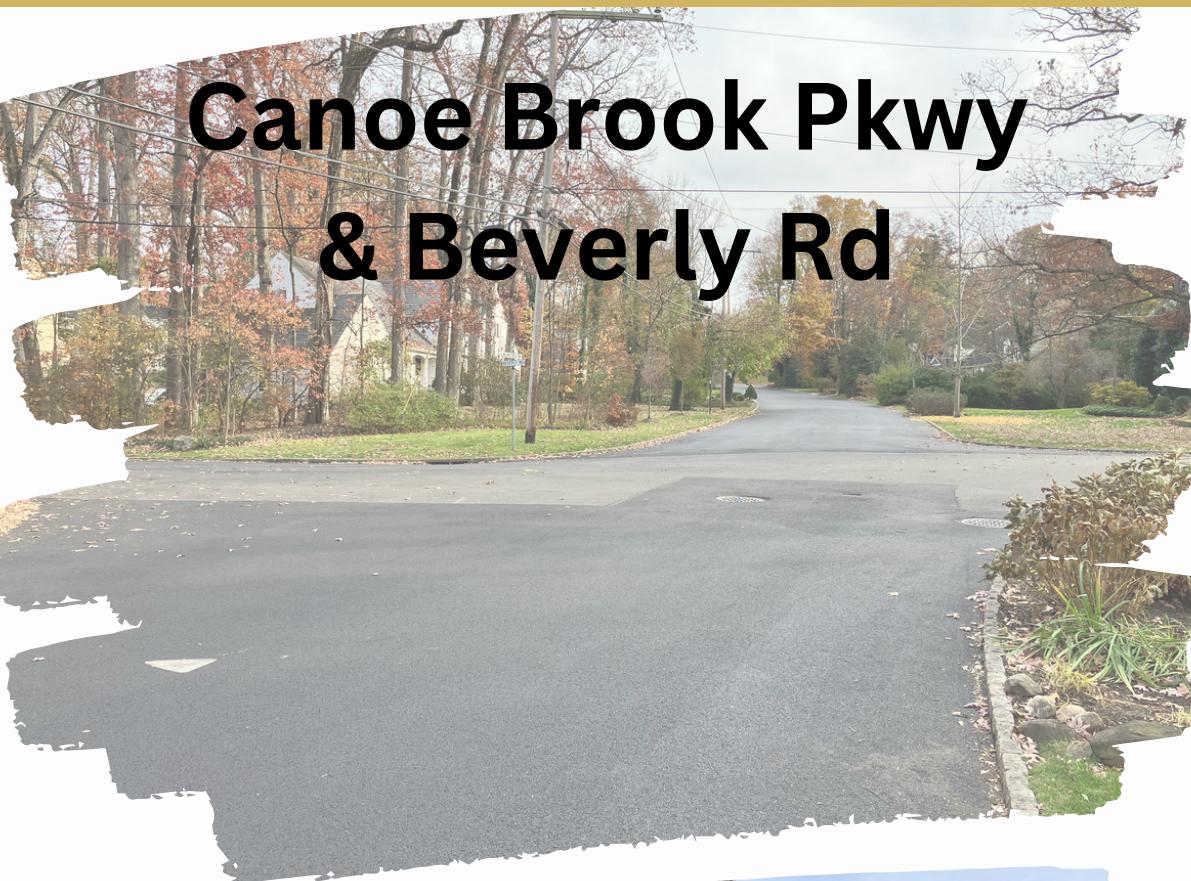
Increase pedestrian safety

# 2024 INFRASTRUCTURE HIGHLIGHTS

**Briant Pkwy &  
Springfield Ave**



**Canoe Brook Pkwy  
& Beverly Rd**



**Mt Vernon Ave**



**Orchard St (city-owned)**



**Traffic Signal Upgrade**



**Culvert-Ascot Way**



# 2024 INFRASTRUCTURE FUNDING

- 5 Road Projects – mill, pave, curb and sidewalk improvements
- Downtown Traffic Signal Replacement
- Sidewalk installation projects
- Stormwater DEP requirements and sewer inspection maintenance
- Downtown Infrastructure Repairs – minor repairs to city walkways, curbs and sidewalks
- 2 streets to be milled and paved by DPW
- 12 streets to be micro-paved
- Drainage improvement projects
- Regulatory and warning sign improvements
- RRFB installations and traffic calming
- Pedestrian safety projects

# 2024 INFRASTRUCTURE PROJECTS

<b>ROADS</b>	
Briant Parkway, Edison Drive & Mead Court	\$250,000
Business District Repairs/Improvements	\$10,000
Canoe Brook Parkway (Grant Funded)	\$500,000
Micropaving Program	\$150,000
Mount Vernon Avenue (Grant Funded)	\$150,000
Orchard Street (City-owned length)	\$200,000
Pedestrian Safety Improvement Project	\$150,000
Public Works Paving Program	\$50,000
Regulatory & Warning Sign Replacement	\$15,000
RRFB Installations	\$25,000
Storm Water - DEP Requirements	\$5,000
Storm Water - Sewer Maintenance	\$50,000
Storm Water - Drainage Improvement Projects	\$100,000
Traffic Calming Measures	\$50,000
Traffic Signal Upgrade Program (Grant Funded)	\$350,000
Utility Repair Paving Program	\$250,000
Police Traffic Directors on DCS Projects	\$125,000
<b>Subtotal DCS Infrastructure</b>	<b>\$2,430,000</b>

# 2024 VEHICLES & EQUIPMENT

DCS oversees and maintains over 500 vehicles and pieces of equipment



# 2024 VEHICLES & EQUIPMENT

## Funding Requests:

**\$787,000 Total**

- Leaf Vac
- Rear Packer Garbage Truck
- Trash Transfer Trailer
- Mini Excavator
- Pickup trucks
- Fueling System Update
- Turf Aerator



# 2024 CITY BUILDINGS & PROPERTIES CAPITAL FUNDING REQUEST-\$760,000 TOTAL



## CITY BUILDINGS & PROPERTIES

**\$195,000 Total**

- DPW Facility
- Community Center
- Cornog
- Transfer Station
- 7 Cedar

## TRANSFER STATION SRP

**\$130,000 Total**

- Remediation and redevelopment

## ASHWOOD COURT

**\$85,000 Total**

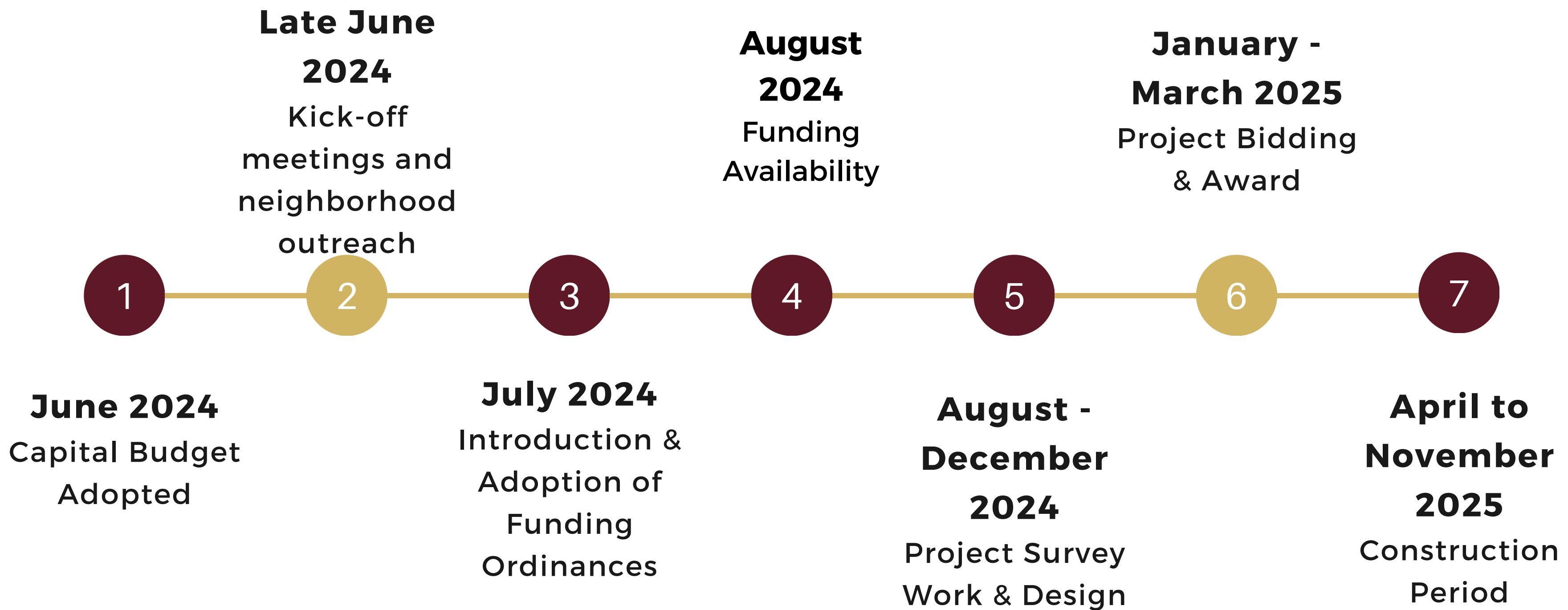
- Restoration

## 396 BROAD STREET

**\$350,000 Total**

- Decommission, demolition and compliance

# 2024 APPROVED PROJECT TIMELINE



# CONCLUSION

- Infrastructure: \$2,430,000 --> 216% increase
- Vehicles and equipment: \$787,000 --> 949% increase
- City buildings + GIS: \$785,000 --> 648% increase
- DCS Capital Total: \$4,002,000 --> 321% 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 2022 @ 4.574 million gallons
- Four pump stations with 11 total pumps
- Six pieces of equipment/vehicles

# DEPARTMENT OF COMMUNITY SERVICES

## SEWER UTILITY

2024 TOTAL REQUEST  
**\$3,720,000**

CITY-PORTION  
REQUEST

**\$2,520,000**

JMEUC CAPITAL  
CONTRIBUTION  
REQUEST

**\$1,200,000**

# SEWER UTILITY 2024 CAPITAL BUDGET REQUESTS

- **\$660,000** for Infrastructure (12% decrease over approved 2022)  
Woodmere Drive, Industrial Place, Lorraine Road/Place & Sherman Avenue
- **\$1,580,000** for Capital Projects (2% increase)
- **\$0** for Equipment and Vehicles (100% decrease)
- **\$280,000** for Sewer Pump Stations (64% decrease)  
upgrades to all four sewer pumps & grinder replacements



# PARKING SERVICES UTILITY

**2024 CAPITAL BUDGET  
TOTAL REQUEST**

**\$1,355,000**



# PARKING SERVICES UTILITY

## 2024 CAPITAL BUDGET REQUEST

• <b>Tier Garage Rehab Project:</b>	<b>\$1,300,000</b>
• <b>K-Lot Resize Spaces-Loss of 20 spaces</b>	<b>\$ 25,000</b>
• <b>Broad St. Garage -New sidewalk/railing</b>	<b>\$ 30,000</b>
<b>Total Capital Request</b>	<b>\$1,355,000</b>



# CITY DEBT OUTLOOK



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



# CURRENT DEBT POSITION

<b>Net Debt (January 1, 2023)</b>	<b>\$ 65.57 million</b>
<b>2023 Debt Service Payment</b> <b>\$4.470M (principal) plus \$2.045M (interest)</b>	<b>\$ 6.51 million</b>
<b>2023 Capital Budget (General Fund)</b> <b>Approved</b>	<b>\$ 1.991 million</b>
<b>New Debt Authorizations</b>	<b>\$ 1.896 million</b>
<b>Estimated Net Debt (12/31/2023)</b>	<b>\$ 62.99 million</b>
<b>2024 Projected Debt Service Payment</b>	<b>\$ 6.53 million</b>



# EXISTING DEBT SERVICE SCHEDULE

	2024	2025	2026	2027	2028	2029
Existing Bond Principal	\$4,575,000	\$4,690,000	\$4,245,000	\$3,375,000	\$3,495,000	\$2,950,000
Existing Bond Interest	1,959,646	1,818,582	1,676,958	1,547,716	1,417,215	1,292,150
Existing Debt Service Payments (P&I)	6,534,646	6,508,582	5,921,958	4,922,716	4,912,215	4,242,150
Estimated Debt Service Total	\$6,534,646	\$6,508,582	\$5,921,958	\$4,922,716	\$4,912,215	\$4,242,150



# EXISTING NOTE PAYMENT SCHEDULE

	2024	2025	2026	2027	2028	2029
Projected Note Principal	\$19,000	\$145,700	\$145,700	\$245,489	\$245,489	\$245,489
Projected Note Interest	136,840	133,360	127,532	121,776	117,712	98,703
<b>Estimated Debt Service Total</b>	<b>\$155,840</b>	<b>\$279,060</b>	<b>\$273,232</b>	<b>\$367,265</b>	<b>\$363,201</b>	<b>\$344,192</b>



# ESTIMATED DEBT SERVICE SCHEDULE WITH PROPOSED SIX-YEAR CIP

	2024	2025	2026	2027	2028	2029
Existing Debt Service Payment (Bonds/Notes)	\$6,690,486	\$6,786,642	\$6,195,190	\$5,289,981	\$5,275,416	\$4,586,342
Proposed Capital Improvement Plan (CIP)	\$7,655,100	\$8,095,500	\$8,401,500	\$5,331,850	\$2,958,000	\$1,504,000
Proposed CIP Estimated Debt Service (P&I)	0	306,204	630,024	966,084	1,546,803	2,038,397
Estimated Debt Service Payment w/ CIP Budget \$	\$6,690,486	\$7,092,846	\$6,825,214	\$6,256,065	\$6,822,219	\$6,624,739



# THANK YOU