2020 PRELIMINARY CAPITAL BUDGET

Public Workshop Session
City Hall Whitman Community Room
Wednesday, December 11, 2019 at 6:30PM





Agenda

2020 Budget Process & Timeline

2020 Capital Budget Summary & Prior Year Comparison

Five Year Capital Improvement Plan (2021 to 2025) & Prospective Projects

Department Capital Project Requests

City Debt Position & Outlook

2020 Budget Process & Timeline



OPERATING & CAPITAL BUDGET DEVELOPMENT

- August 2019
- All departments commence process

DEPARTMENT BUDGETS

- October 18, 2019
- Submitted to City Administrator & Chief Financial Officer

2020 Budget Process & Timeline



COUNCIL COMMITTEE REVIEW & DISCUSSION

- November 1 to December 10, 2019
- Revisions provided to City Administrator & CFO

PUBLIC WORKSHOP

- December 11, 2019
- Review capital budget requests

2020 Budget Process & Timeline



FINANCE COMMITTEE REVIEW & DISCUSSION

- January to Februrary 2020
- Operating & Capital budgets with Department Heads

2020 Budget Process & Timeline



CITY BUDGET PRESENTATION & INTRODUCTION

- Mid to late March 2020
- Operating & Capital budgets with Department Heads

BUDGET ADOPTION

- Late April 2020
- Public hearing held at least 28 days after Introduction

2020 CAPITAL BUDGET SUMMARY

CURRENT FUND

TOTAL

$5,741,750



SEWER UTILITY FUND

TOTAL

$710,000



PARKING SERVICES UTILITY FUND

TOTAL

$12,050,000



CAPITAL BUDGET COMPARISON
2020 VS. 2019

DEPARTMENT	2020	2019	% Change
Police	$85,000	$146,000	(41.8%)
Fire	139,500	11,989,500	(98.8%)
MVEC Joint Dispatch	0	200,000	(100%)
DCS/Technology	3,370,000	2,810,000	20%
DCP	2,121,250	60,000	3435.4%
Administration/Clerk	26,000	1,550,000	(98.3%)
Library	0	0	0
TOTAL	$5,741,750	$16,755,500	(65.73%)

CAPITAL BUDGET COMPARISON
2020 VS. 2019

UTILITY	2020	2019	% Change
Parking Services	$12,050,000	$100,000	11,950.0%
Sewer	710,000	421,500	68.4%
TOTAL	$12,760,000	$521,500	2,346.8%

CAPITAL IMPROVEMENT PLAN & PROSPECTIVE PROJECTS 2021-2025

DEPT.	2021	2022	2023	2024	2025	PP
Police	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 0
Fire	815,000	75,000	873,000	0	0	0
MVEC Jt. Dispatch	0	0	0	0	0	0
DCS/Tech.	3,757,000	5,268,000	3,700,000	3,506,000	1,055,000	0
DCP	1,708,000	1,535,500	2,270,000	612,000	543,850	0
Admin./ Clerk	35,000	60,000	0	0	0	0
Library	69,500	69,500	69,500	69,500	0	0
TOTAL	**$6,562,500**	**$7,068,000**	**$6,139,500**	**$4,287,500**	**$1,598,850**	**$0**

CAPITAL IMPROVEMENT PLAN & PROSPECTIVE PROJECTS 2021-2025

UTILITY	2021	2022	2023	2024	2025	PP
Parking Services	$ 550,000	$50,000	$550,000	$50,000	$150,000	$0
Sewer	1,600,753	850,000	135,000	1,591,984	500,000	0
TOTAL	**$2,150,753**	**$900,000**	**$685,000**	**$1,641,984**	**$650,000**	**$0**

CITY DEPARTMENTS
2020 CAPITAL BUDGET PLAN

CITY OF SUMMIT DEPARTMENT OF COMMUNITY SERVICES

enjoy summit

SHARE THE FUN

summit community programs

WHERE COMMUNITY THRIVES

FIRE DEPARTMENT

ERIC EVERS

Fire Chief



FIRE DEPARTMENT



Majority of 2020 FD capital requests relate to safety equipment – all critical to protect personnel and Summit citizens.

2020 CAPITAL BUDGET
TOTAL REQUEST

$139,500

HIGHLIGHT

Turnout Gear & Fire Hose Replacement





Turnout Gear: $16,500

- Continual program
- Limited number of backup sets

Fire Hose: $17,500

- Continual program
- 10 year replacement - NFPA requirement

HIGHLIGHT

Vehicle Replacement



Fire Prevention Vehicle: $55,000

- 14 years old, scheduled replacement
- Maintenance cost exceeds value (not in service)

HIGHLIGHT
Equipment Replacement



Rescue Equipment: $40,000

Small Equipment: $10,500

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

POLICE DEPARTMENT

ROBERT WECK

Police Chief



Summit Police Department

Administration Bureau
Patrol Bureau
Detective Bureau
Traffic Unit
Juvenile Bureau
Records Bureau



47 Sworn Police Officers

4 Civilian Employees

8 Auxiliary Police Officers

POLICE DEPARTMENT



Capital Projects

- Desktop and laptop replacement
- Vehicle technology equipment: Mobile Data Terminal

2020 CAPITAL BUDGET
TOTAL REQUEST

$85,000

Desktop/Laptop Computers & MDT Replacement



Desktop/Laptop
Computer Replacement
$17,000



Mobile Data
Terminals
$68,000



Department of Community Programs

Mark Ozoroski
Director

Chris Holenstein
Assistant Director

2018-2019 CAPITAL BUDGET RECAP

Capital Projects Completed or In Progress

COMPLETED

- Community Center
- Cornog Field House Public Restrooms
- Vehicle purchase
- Memorial Field Tennis Surface Improvements
- Window Replacement at Anderson Field House
- New Pool Cover

IN PROGRESS

- Senior Bus Purchase
- Summit Family Aquatic Center Resurfacing

DEPARTMENT OF COMMUNITY PROGRAMS



2020 CAPITAL BUDGET TOTAL REQUEST

$2.12 million

2020 CAPITAL BUDGET PRIORITIES



PRIORITY ONE

Family Aquatic Center Resurfacing
(Re-bid Project)

PRIORITY TWO

Track at Investors Bank field

PRIORITY THREE

Stadium at Investors Bank field and
Upper Tatlock Lighting & Upgrades

OTHER PRIORITIES

- Memorial Field Basketball Courts
- Municipal Golf Course ADA Entrance, Pond and Parking Lot projects
- Annual Park Furnishings replacements
- Grant Work & Fundraising for Citywide Playground Upgrades

PRIORITY ONE

SFAC POOL RESURFACING IMPROVEMENTS

$500,000 Project Cost

- $250,000 request in 2020 Capital Budget

- $250,000 funded in 2019 Capital Budget



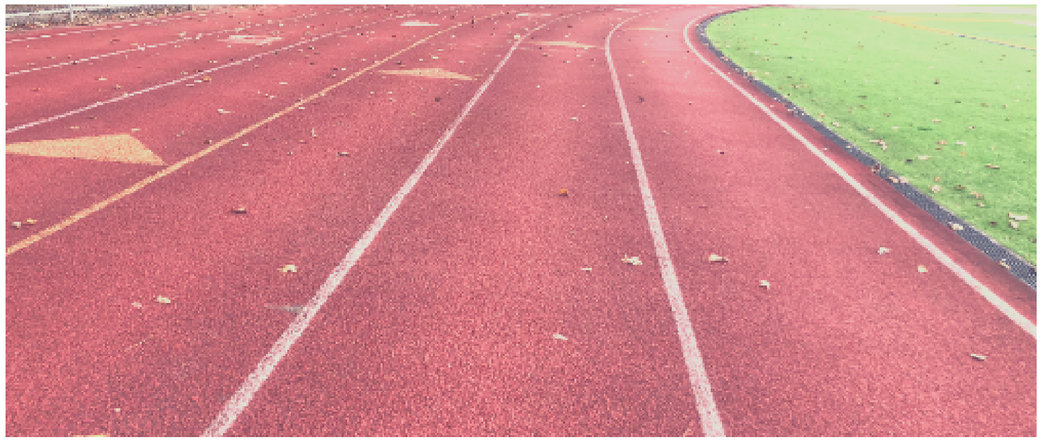
PRIORITY TWO

Stadium Track at Investors Bank Field

$415,000 Project Cost

- $62,000 grant funding from Union County Kids Recreational Trust grant
- Running track upgrades, conversion to BSS-300; new triple jump runway and pit





PRIORITY THREE

Lighting for Stadium at Investors Bank & Upper Tatlock fields

$626,250 Project Cost

- $350,000 for Stadium Lighting (Area 12)
- $276,250 for Upper Tatlock Lighting (Area 1)
- Number one priority for all youth and adult sport stakeholders





OTHER PRIORITIES

Memorial Field Basketball Courts

$120,000 Project Cost

- Large cracks and heaving in asphalt resulting in inability to repair courts
- Sub-standard courts and backboards
- New courts and backboards





OTHER PRIORITIES

Municipal Golf Course ADA Entrance, Pond and Parking Lot projects



$700,000 Project Cost

- Americans with Disabilities Act audit deficiency finding
- Security, fencing and parking lot improvements needed
- Complements DCS Engineering project for drainage and storm water management

MUNI SITE PHOTOS







OTHER PRIORITIES

Park Furnishings

$10,000 Project Cost

- Annual replenishment of park benches, tables, bike racks and other furnishings
- Parks and playground signage
- Commercial grade amenities are less cost-effective

OTHER PRIORITIES

Grant Work & Fundraising for Citywide Playground Upgrades

- Full audit of all playgrounds to be completed in 2020
- 90th Anniversary of Junior League (2020) fundraising campaign to raise monies for Mabie playground improvements
- Grant search for playground improvements, specifically at Mabie playground, for sensory-friendly and wheelchair accessible pieces. Additional resurfacing to Mabie basketball court, and picnic area drainage and planting improvements

CITY OF SUMMIT
DEPARTMENT OF
COMMUNITY SERVICES

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

Paul Cascais
Director

Aaron Schrager
Deputy Director
P.E., C.M.E., P.P



DCS Oversees Summit's Largest Monetary Asset

CITY INFRASTRUCTURE

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
- 2256 Sanitary Structures
- 2783 Storm structures
- 5 million gallons of daily sanitary sewer flow

DEPARTMENT OF COMMUNITY SERVICES



2020 CAPITAL BUDGET TOTAL REQUEST

$3.37 million

DEPARTMENT OF COMMUNITY SERVICES

2020 CAPITAL BUDGET REQUESTS
(Approved 2019 Capital Budget)

	2020	2019
• Infrastructure	$ 2,320,000	$ 2,110,000
• Vehicle/Equipment	325,000	370,000
• Buildings	675,000	455,000
• DCS GIS Technology	50,000	80,000
TOTALS	**$ 3,370,000**	**$ 3,015,000**

2019 ACCOMPLISHMENTS OVERVIEW



Infrastructure

- Linden & Oakland improvement project
- Laurel & Larned improvement project
- West End Avenue outfall repair
- Village Green Phase II project (Safe streets to Transit grant project)
- Wallace Road drainage improvements (in progress)
- Pine Grove Ave Section I: Springfield Ave to Blackburn Rd (NJDOT grant project)

City GIS System: Phase I Completion

Broad Street West Redevelopment Plan Adoption

Development Regulations Ordinance Amended & Adopted

Sidewalk Installation & Maintenance Plan Adopted

INFRASTRUCTURE



Capital Infrastructure Investment Is Critical For:

- Pedestrian and Vehicular safety
- Maintain 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

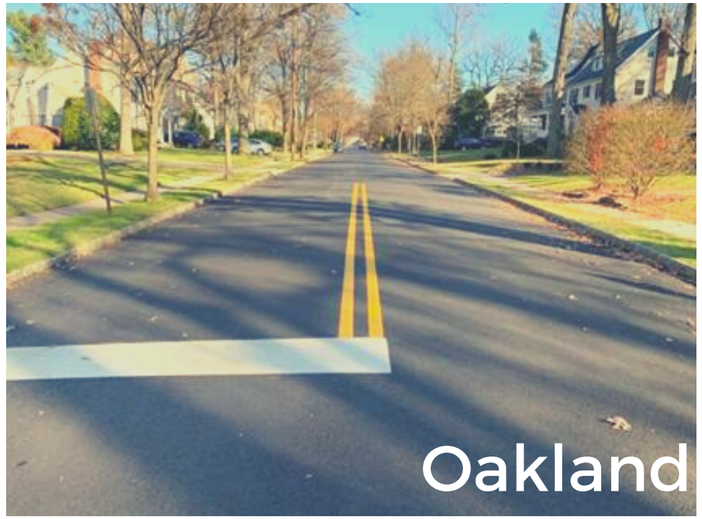
Reduce flooding, extend infrastructure life and decrease line overload

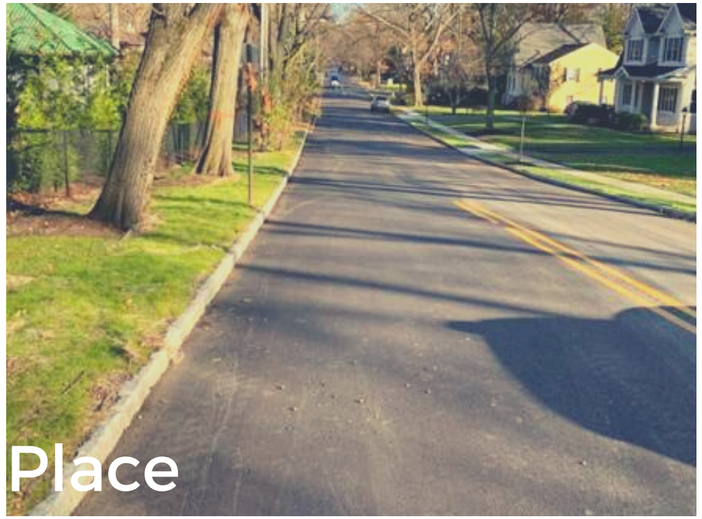


TRAFFIC CALMING & SIDEWALKS

Increase pedestrian safety

2019 INFRASTRUCTURE HIGHLIGHTS


Oakland Place




Wallace Road


Laurel Avenue


Linden Place



Pine Grove Avenue

2020 INFRASTRUCTURE FUNDING



1. 11 Road Projects
2. Sidewalk Installation Projects
3. Pedestrian Safety and Traffic Calming Improvements
4. Regulatory and Warning Sign Replacement Project
5. State and Federal Storm Water Compliance

2020 INFRASTRUCTURE PROJECTS

Infrastructure		
Drainage Improvement Projects	$	150,000
Edgar Street	$	250,000
Elm Place	$	75,000
Franklin Place	$	100,000
Locust Drive	$	150,000
Manor Hill Road	$	100,000
Meadowbrook Court	$	200,000
Micropaving Program	$	150,000
DPW Paving Program (2019-Henry, Risk & Park)	$	125,000
Regulatory & Warning Sign Replacement	$	15,000
Traffic Calming Measures	$	50,000
Storm Water Requirements	$	5,000
Sidewalk Infrastructure Project	$	150,000
Traffic Signal Upgrade Program	$	200,000
West End Avenue	$	400,000
Westminster Road	$	200,000
Subtotal DCS Infrastructure	**$**	**2,320,000**

2020 APPROVED PROJECT TIMELINE

1

June 2020
Capital Budget Adopted

2

Late June 2020
Open House Project Meetings

3

July 2020
Introduction & Adoption of Funding Ordinances

4

August 2020
Funding Availability

5

August-December 2020
Project Survey Work & Design

6

January - March 2021
Project Bidding & Award

7

April to November 2021
Construction Period

2020 VEHICLE & EQUIPMENT

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













2020 VEHICLE & EQUIPMENT



Vehicle/Equipment Funding Requests:

$325,000 Total Funding Requests

- 5 Yard Dump Truck w/ Plow
- Supervisor Pick-Up Truck w/ Plow
- Street Sweeper
- Compost Screener
- Recycling Compactor

2020 CITY BUILDINGS CAPITAL FUNDING REQUESTS

($675,000 TOTAL)



CITY HALL

- $160,000 Total
- Building Maintenance
- Elevator Upgrades
- Carpet Replacement



DPW GARAGE

- $80,000 Total
- Upgrade DPW Garage Offices, Lunch and Locker Room Areas
- Brine Machine Upgrades



TRANSFER STATION

- $435,000 Total
- Building Siding Replacement
- Recycling Compactor

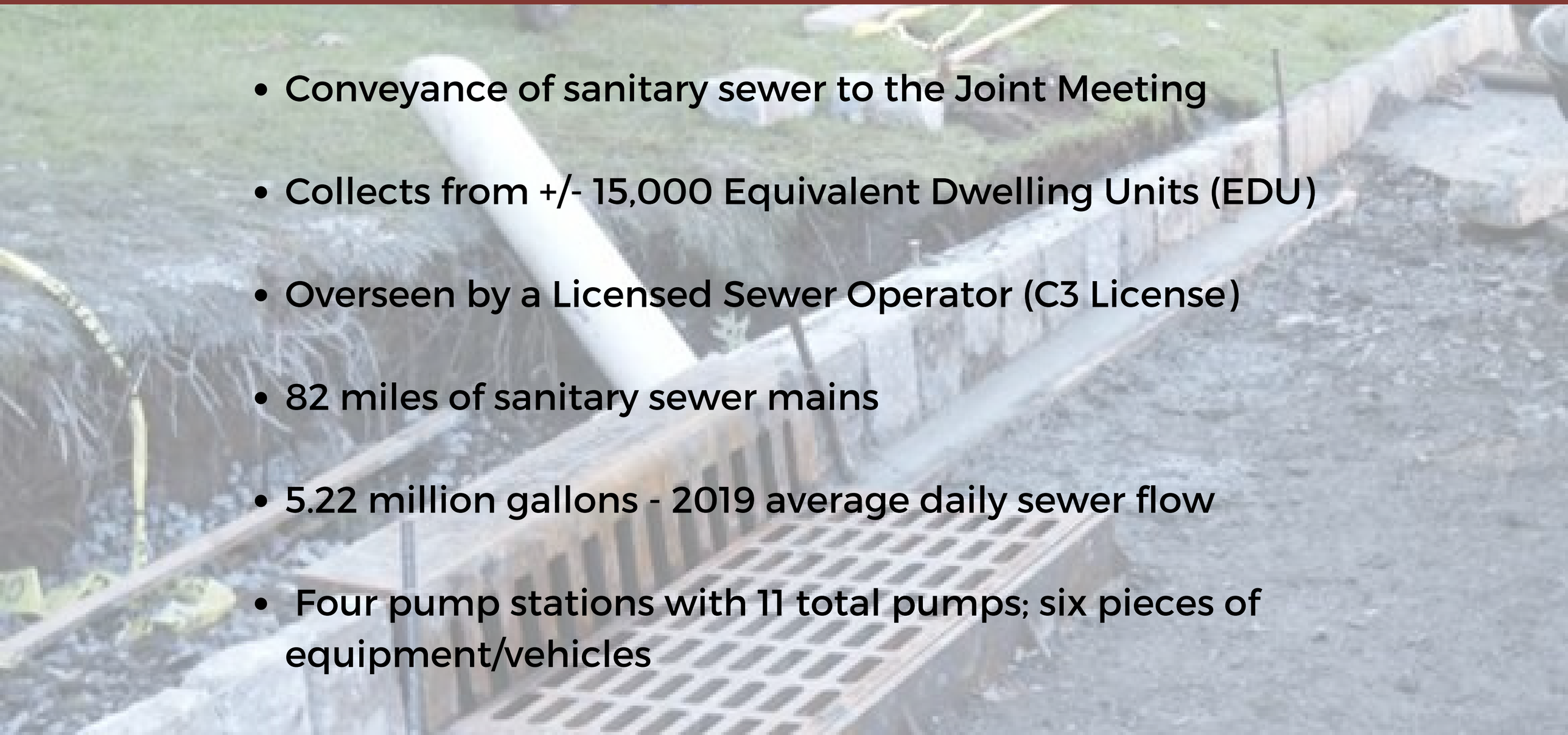
CONCLUSION

- $2.3 million for Infrastructure (10% INCREASE)

  Roads, Drainage, Open Space Management, Pedestrian Safety, Regulatory and Warning Sign Replacement, Stormwater Requirements and Traffic Signal Upgrades

- $325,000 for Vehicles and Equipment (12% DECREASE)
- $675,000 for City Buildings (48% INCREASE)
- $50,000 for DCS GIS Technology (38% DECREASE)

SEWER UTILITY OVERVIEW



- Conveyance of sanitary sewer 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
- 5.22 million gallons - 2019 average daily sewer flow
- Four pump stations with 11 total pumps; six pieces of equipment/vehicles

2019 KEY SEWER UTILITY PROJECTS



SANITARY SEWER CLEANING & TV

- **June 2019:** Awarded contract
- **December 2019:** Begin inspection
- **February 2020:** Complete



SEWER JET GARAGE BAY

- **June 2019:** Plan preparation
- **April 2020:** Begin construction
- **June 2020:** Complete



VEHICLE REPLACEMENT

- **July 2019:** Purchased F350 Pickup & Mason Dump
- **September 2019:** Vehicles received

DEPARTMENT OF COMMUNITY SERVICES



SEWER UTILITY

2020 CAPITAL BUDGET
TOTAL REQUEST

$710,000

SEWER UTILITY
2020 CAPITAL BUDGET REQUESTS

- $275,000 for Infrastructure (55% INCREASE)

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

- $50,000 for Capital Projects (100% INCREASE)

  Priority spot repairs and investigation

- $185,000 for Equipment and Vehicles (55% INCREASE)

  Backhoe Replacement
  4x4 Utility Vehicle

- $200,000 for Sewer Pump Stations (100% INCREASE)
  Constantine Place

PARKING SERVICES UTILITY



2020 CAPITAL BUDGET
TOTAL REQUEST

$12,050,000



$12 million

New Parking Structure

$50,000

Parking Lot Maintenance

CITY DEBT OUTLOOK



Six Year
Capital Improvement Plan
and its impact on future debt obligations

CURRENT DEBT POSITION

Net Debt (January 1, 2019)	$ 55.21 million
2019 Debt Service Payment $2.50 mil. (Principal) plus $1.50 mil. (Interest)	$ 4.00 million
Capital Budget (General Fund) Approved	$ 16.75 million
New Debt Authorizations	$ 5.04 million
Estimated Net Debt (12/31/19)	$ 57.44 million
2020 Projected Debt Service Payment	$ 4.56 million

- 7 Cedar St. Acquisition ($1.55 mil.)
- Various Municipal Projects ($2.12 mil.)
- Assessments ($1.37 mil.)

EXISTING DEBT SERVICE SCHEDULE

	2020	2021	2022	2023	2024	2025
Existing Bond Principal	$3,365,000	$3,745,000	$3,830,000	$3,900,000	$4,005,000	$4,120,000
Existing Bond Interest	$1,201,892	$1,126,271	$1,046,852	$960,598	$854,795	$736,532
Projected Debt Service Payment Total	**$4,566,892**	**$4,871,271**	**$4,876,852**	**$4,860,598**	**$4,859,795**	**$4,856,532**

PROJECTED DEBT SERVICE SCHEDULE WITH NEW FIREHOUSE DEBT ESTIMATE

	2020	2021	2022	2023	2024	2025
Projected Principal Debt Payment	$3,365,000	$3,745,000	$3,830,000	$3,900,000	$4,005,000	$4,120,000
Projected Interest Debt Payment	1,201,892	1,126,271	1,046,852	960,598	854,795	736,532
Projected Debt Service Total	**$4,566,892**	**$4,871,271**	**$4,876,852**	**$4,860,598**	**$4,859,795**	**$4,856,232**
New Firehouse Est. Debt Service	$ 0	$280,250	$280,250	$569,325	$827,169	$814,206
Estimated Debt Service Payment w/New Firehouse	**$4,566,892**	**$5,151,521**	**$5,157,102**	**$5,429,923**	**$5,686,964**	**$5,670,438**

ESTIMATED DEBT SERVICE SCHEDULE WITH PROPOSED SIX YEAR CIP

	2020	2021	2022	2023	2024	2025
Estimated Debt Service Payment w/ New Firehouse	**$4,566,892**	**$5,151,521**	**$5,157,102**	**$5,429,923**	**$5,686,964**	**$5,670,438**
Proposed Capital Improvement Plan (CIP)	**$ 5,741,750**	**$ 6,562,500**	**$ 7,068,000**	**$ 6,139,500**	**$ 4,287,500**	**$ 1,598,850**
Proposed CIP Est. Debt Service (P & I)	**$0**	**$114,835**	**$114,835**	**$246,085**	**$387,445**	**$510,235**
Estimated Debt Service Payment w/CIP Budget $	**$4,566,892**	**$5,266,356**	**$5,271,937**	**$5,676,008**	**$6,074,409**	**$6,180,673**