



# 2023 PRELIMINARY CAPITAL BUDGET

**Public Workshop Session**  
Whitman Community Room  
Wednesday, December 14, 2022 at 6:30PM



# Agenda

**2023 Budget Process & Timeline**

**2023 Capital Budget Summary & Prior Year  
Comparison**

**Five-Year Capital Improvement Plan (2024 to 2028) &  
Prospective Projects**

**Department Capital Project Requests**

**City Debt Position & Outlook**





# 2023 Budget Process & Timeline



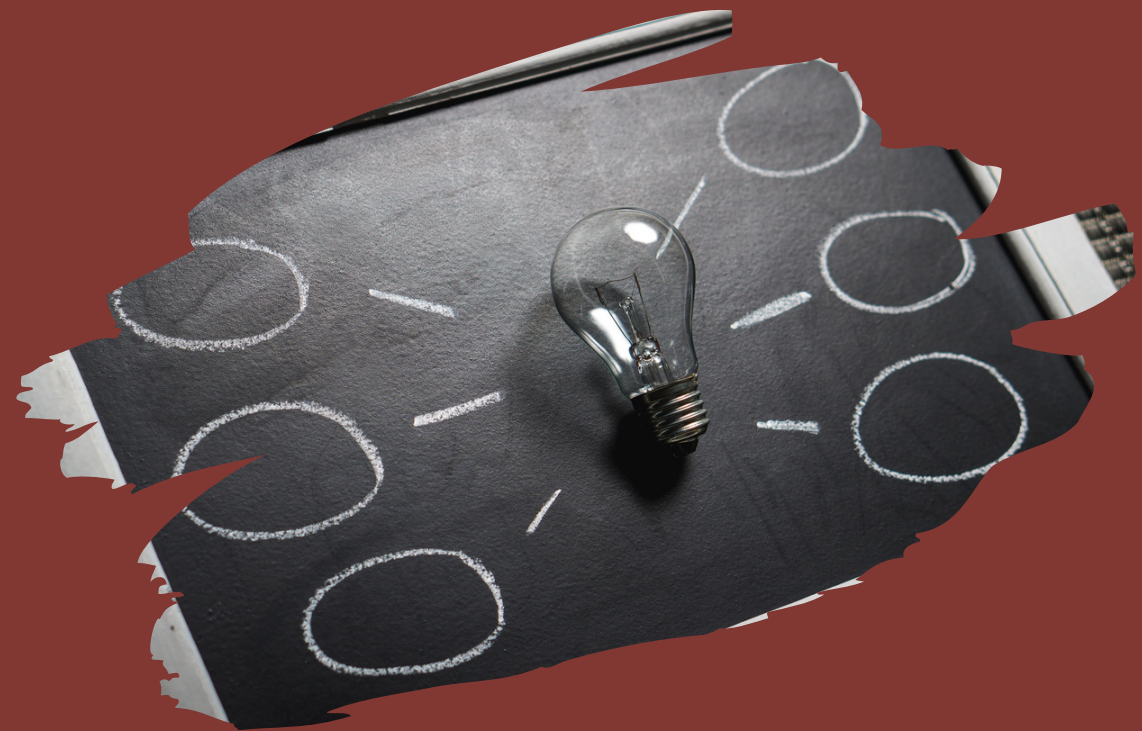
## OPERATING & CAPITAL BUDGET DEVELOPMENT

- August 2022
- All departments commence process

## DEPARTMENT BUDGETS

- October 28, 2022
- Submitted to City Administrator & Chief Financial Officer

# 2023 Budget Process & Timeline



## COUNCIL COMMITTEE REVIEW & DISCUSSION

- November 1 to December 13, 2022
- Revisions provided to City Administrator & CFO

## PUBLIC WORKSHOP

- December 14, 2022
- Review capital budget requests

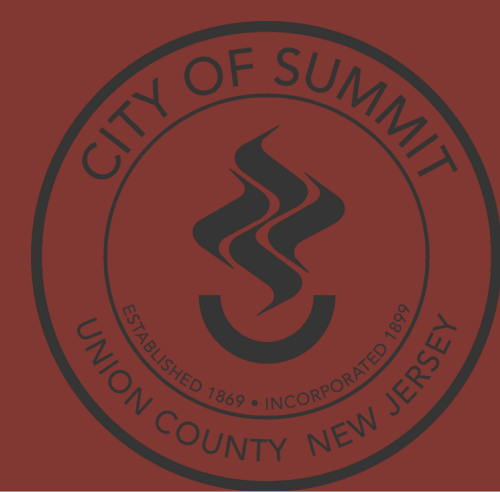
# 2023 Budget Process & Timeline



## FINANCE COMMITTEE REVIEW & DISCUSSION

- January to February 2023
- Operating budgets with department heads
- Finance & Capital Projects Committees to evaluate and finalize capital budget plan





# 2023 CAPITAL BUDGET SUMMARY

CURRENT FUND	SEWER UTILITY FUND	PARKING SERVICES UTILITY FUND
TOTAL \$2,516,000	TOTAL \$3,235,000	TOTAL \$0
		



# CAPITAL BUDGET COMPARISON

## 2023 VS. 2022

DEPARTMENT	2023	2022	% Change
ADMINISTRATION/CLERK	\$0	\$100,000	-100.00%
COMMUNITY PROGRAMS	410,000	310,000	32.26%
COMMUNITY SERVICES	1,350,000	1,390,000	-2.88%
FIRE	446,000	230,000	93.91%
POLICE	310,000	110,000	181.82%
TOTAL	\$2,516,000	\$2,140,000	17.57%





# CAPITAL BUDGET COMPARISON

## 2023 VS. 2022

UTILITY	2023	2022	% CHANGE
PARKING SERVICES	\$0	\$0	0.00%
SEWER	3,235,000	2,440,000	32.58%
TOTAL	\$3,235,000	\$2,440,000	32.58%



# CAPITAL IMPROVEMENT PLAN & PROSPECTIVE PROJECTS 2024-2028

DEPARTMENT	2024	2025	2026	2027	2028	Prospective Projects
ADMINISTRATION/CLERK	\$0	\$0	\$0	\$0	\$0	\$0
COMMUNITY PROGRAMS	1,326,250	1,583,000	1,585,500	1,703,235	610,000	10,000
COMMUNITY SERVICES	5,466,000	4,465,000	5,765,000	2,645,000	495,000	7,745,000
FIRE	978,000	838,000	683,000	73,000	124,000	0
POLICE	465,000	168,000	138,000	150,000	120,000	120,000
TOTAL	\$8,235,250	\$7,054,000	\$8,171,500	\$4,571,235	\$1,349,000	\$7,875,000



# CAPITAL IMPROVEMENT PLAN & PROSPECTIVE PROJECTS 2024-2028

UTILITY	2024	2025	2026	2027	2028	Prospective Projects
PARKING SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
SEWER	1,716,984	435,000	820,000	380,000	235,000	565,000
TOTAL	\$1,716,984	\$435,000	\$820,000	\$380,000	\$235,000	\$565,000



# CITY DEPARTMENTS

## 2023 CAPITAL BUDGET PLAN





# FIRE DEPARTMENT

ERIC EVERS, Fire Chief







# FIRE DEPARTMENT

2023 FD capital requests relate to safety equipment and the new firehouse project – all critical to protect personnel and Summit citizens.

**2023 CAPITAL BUDGET  
TOTAL REQUEST**

**\$446,000**





# Six-Year Capital Budget

2023 Capital Budget		Future Years						
	PROJECT SUMMARY	2023	2024	2025	2026	2027	2028	2023-2028 Total
	<b>Fire Department</b>							
	<b>Equipment</b>							
	Replace Special Operations/ Rescue				650,000			\$ 650,000
	New Furniture - New Building	245,000						\$ 245,000
	Replace Car One		55,000				60,000	
	Station Alerting System- New Firehouse							\$ 160,000
	Replacement of SCBA Breathing Air Packs			50,000			30,000	\$ 50,000
	Firefighter Turnout Gear	15,000	15,000	18,000	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					
	Small Equipment Replacement Program		8,000		15,000		16,000	\$ 33,000
	Replacement of Fire Hose			15,000		15,000		\$ 45,000
	IT for new building	141,000						
	Rescue Equipment Replacement		20,000			40,000		\$ 75,000
	Radio System - New Firehouse	45,000						
	Replacement of Fire Prevention Vehcile			55,000				\$ 55,000
	<b>Fire Equipment Subtotal</b>	<b>\$ 446,000</b>	<b>\$ 978,000</b>	<b>\$ 838,000</b>	<b>\$ 683,000</b>	<b>\$ 73,000</b>	<b>\$ 124,000</b>	<b>\$ 3,248,000</b>
	<b>Fire Headquarters</b>							
	Repalcement of Fire Headquarters *	\$ 0	\$ 0	\$ 0	\$ 0		\$ 0	\$ 0
	<b>Fire Headquarters Subtotal</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ 0</b>	<b>\$ 0</b>
	<b>FIRE DEPARTMENT TOTAL</b>	<b>\$ 446,000</b>	<b>\$ 978,000</b>	<b>\$ 838,000</b>	<b>\$ 683,000</b>	<b>\$ 73,000</b>	<b>\$ 124,000</b>	<b>\$ 3,248,000</b>



# HIGHLIGHT: Turnout Gear



## **Turnout Gear: \$15,000**

- Continual program
- Limited number of backup sets



# HIGHLIGHT

## Furniture, IT Equipment, Radio System



**IT Equipment: \$141,000**

**Radio Equipment: \$45,000**

**New Furniture Storage: \$245,000**

These items were omitted from the firehouse bid to save approximately 30% in costs.







# POLICE DEPARTMENT

STEVEN ZAGORSKI, Chief of Police







# POLICE DEPARTMENT

## 2023 Capital Budget Request

**2023 CAPITAL BUDGET  
TOTAL REQUEST**

**\$310,000**



# 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**



# 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.

## Installation & Maintenance

Install at (8) locations with (13) fixed LPR cameras  
Required permits, and electrical installation

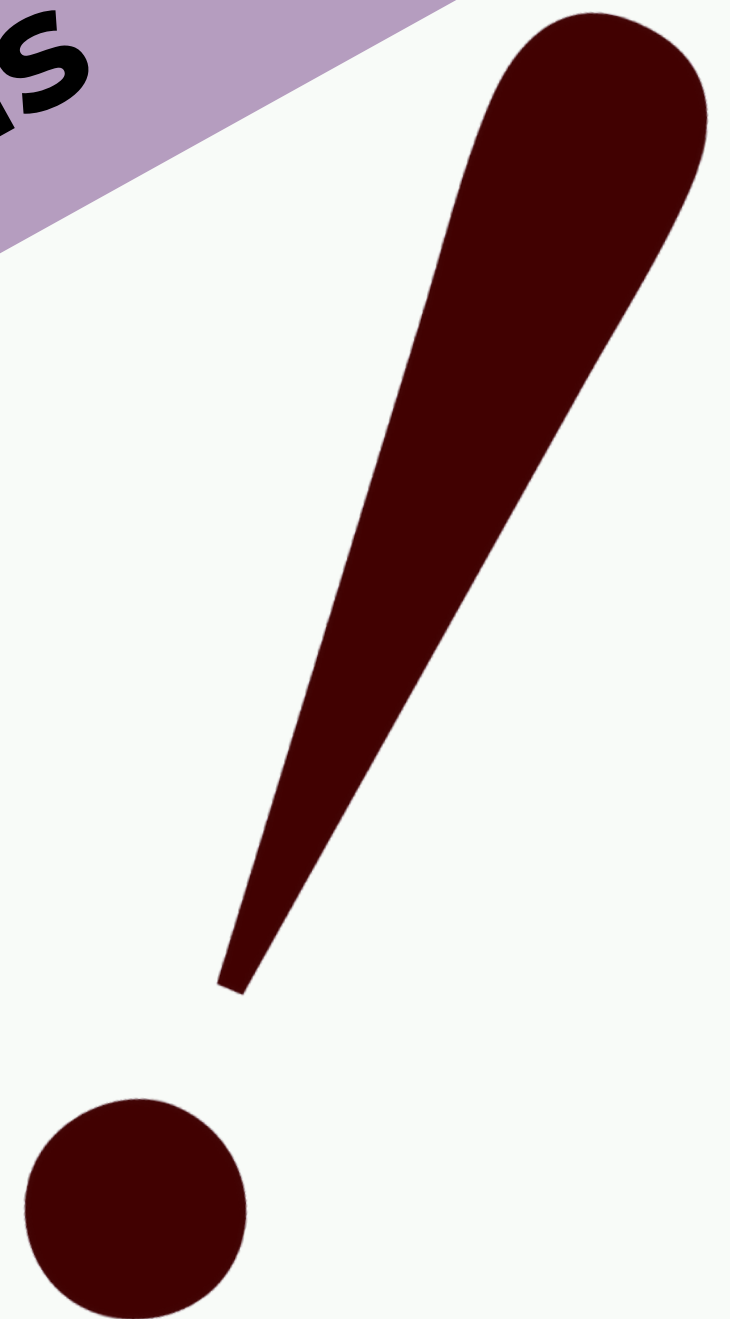
**PROJECT COST: \$200,000**

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





# Department of Community Programs



**Mark Ozoroski**  
Director



**Chris Holenstein**  
Assistant Director





# 2022 CAPITAL BUDGET RECAP

## Capital Projects Completed or In Progress

### COMPLETED

- Tatlock basketball court
- Memorial basketball court
- Showmobile replacement

### IN PROGRESS

- Community Center grading
- City-wide Playground Master Plan
- Tatlock/Investors Lighting Study (Redevelopment Plan)
- Wilson Paddle Tennis Court repairs (Master Plan)



# DEPARTMENT OF COMMUNITY PROGRAMS

A photograph of the Summit Community Center, a brick building with a gabled roof and a covered entrance supported by white columns. The name "Summit Community Center" is visible on the brickwork above the entrance.

**2023 CAPITAL BUDGET  
TOTAL REQUEST**

**\$410,000**

# 2023 CAPITAL BUDGET PRIORITIES

## PRIORITY ONE

**Mabie Playground and  
basketball court**

**Paddle Tennis Courts**

**Park furnishings**

## FUTURE PRIORITIES

**Tatlock, Memorial Field and East  
Summit playgrounds**

**Tatlock Redevelopment plan  
including lighting study**

**SFAC slides replacement and  
bathhouse renovation**



# PRIORITY ONE

## MABIE PLAYGROUND IMPROVEMENTS

### \$300,000 - 2023 Budget Request

- Most central and heavily used playground in Summit
- Last renovation to Mabie Playground occurred between 1996 and 1998
- To be transformed into fully accessible, intergenerational playground and park

#### **Total Projected Cost: \$1,100,000 (estimated)**

- \$300,000 approved in 2022 budget
- \$45,000 Union County Kids Trust Grant
- \$100,000 potential from LRGI Grant
- \$355,000 Community fundraising





# PRIORITY TWO

## PADDLE TENNIS COURTS

**\$100,000 - 2023 Budget Request**

- Due to structural issues, this project requires a complete rebuild of the existing courts

**Total Projected Cost: \$225,000 (estimated)**

- \$75,000 approved in 2021 budget
- \$18,000 in Wilson Park renovation account
- \$50,000 - Union County CDBG Grant





# 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**

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

The background image shows two blue garbage trucks parked on a residential street. Several workers in safety gear are visible around the trucks. The scene is set in a suburban neighborhood with trees and greenery. The text is overlaid on the center of the image.

**2023 CAPITAL BUDGET  
TOTAL REQUEST**

**\$1.35 million**

**3% lower than 2022 approved funding**



# DEPARTMENT OF COMMUNITY SERVICES

## 2023 vs. 2022 CAPITAL BUDGET COMPARISONS

	2023	2022
• Infrastructure	\$1,070,000	\$855,000
• Vehicle/equipment	175,000	185,000
• Buildings	105,000	350,000
• DCS GIS technology	0	0
TOTALS	\$1,350,000	\$1,390,000

# 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



# 2022 INFRASTRUCTURE HIGHLIGHTS



Carleen Court



Crest Acre Court



Meadowbrook Court



Shunpike/Harvard Street



Woodcroft Road



Summit Parkline



# 2023 INFRASTRUCTURE FUNDING

- 4 road projects – mill, pave, curb and sidewalk improvements
- Village Green Phase IV Project (NJDOT Funded)
- Sidewalk installation projects
- Stormwater DEP requirements and sewer inspection maintenance
- Downtown Infrastructure Repairs – minor repairs to city walkways, curbs and sidewalks
- 3 streets to be milled and paved by DPW
- 10 streets to be micro-paved
- Drainage improvement projects
- Regulatory and warning sign improvements
- RRFB installations and traffic calming
- Traffic signal upgrades and corridor timing studies
- Pedestrian safety projects

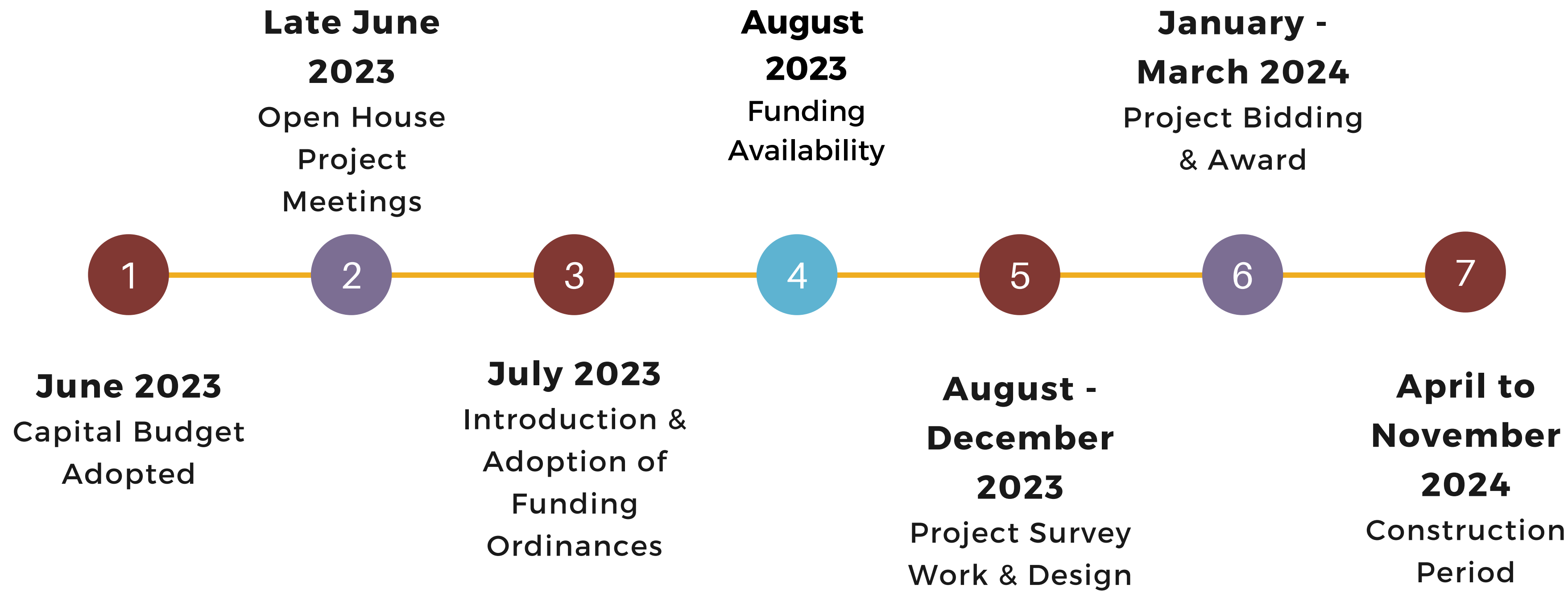
# 2023 INFRASTRUCTURE PROJECTS

<u>Roads</u>	
Briant Parkway, Edison Drive & Mead Court	\$ 40,000
<u>Micropaving Program</u>	\$ 75,000
Prospect Street	\$ 400,000
Public Works Paving Program	\$ 50,000
<u>Stormwater</u>	
Storm Water - DEP Requirements	\$ 5,000
Storm Water - Sewer Maintenance	\$ 50,000
<u>Traffic &amp; Safety</u>	
Pedestrian Safety Improvement Project	\$ 150,000
Regulatory & Warning Sign Replacement	\$ 15,000
RRFB Installations	\$ 50,000
Traffic Calming Measures	\$ 50,000
Traffic Signal Upgrade Program	\$ 50,000
Open Space Management	\$ 35,000
Sidewalk Infrastructure Project	\$ 100,000
<b>Subtotal DCS Infrastructure</b>	<b>\$ 1,070,000</b>





# 2023 APPROVED PROJECT TIMELINE



# 2023 VEHICLE & EQUIPMENT

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





# 2023 VEHICLE & EQUIPMENT

## Funding Requests: \$175,000 Total

- Pickup Truck
- Log Splitter
- Trash Transfer Trailer



# 2023 CITY BUILDINGS CAPITAL FUNDING REQUESTS \$105,000 TOTAL



## CITY HALL

**\$50,000 Total**

- ADA Upgrade



## TRANSFER STATION

**\$55,000 Total**

- Replacement/maintenance
- Packer Upgrade



# CONCLUSION

- **\$1.07 million for infrastructure**  
(25% increase over 2022 approved funding)

Roads, drainage, open space management, pedestrian safety, regulatory and warning sign replacement, storm water requirements, and traffic signal upgrades

- **\$175,000 for vehicles and equipment (5% decrease)**
- **\$105,000 for city buildings/GIS (70% decrease)**

# 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 2021 @ 4.977 million gallons
- Four pump stations with 11 total pumps
- Six pieces of equipment/vehicles



# DEPARTMENT OF COMMUNITY SERVICES

## SEWER UTILITY

**2023 TOTAL REQUEST: \$3,235,000**

CITY-PORION  
REQUEST

**\$3,235,000**

JMEUC CAPITAL  
CONTRIBUTION  
REQUEST

**\$0**

# SEWER UTILITY

## 2023 CAPITAL BUDGET REQUESTS

- **\$750,000** for Infrastructure (25% increase over approved 2022)  
Sewer TV inspection and line cleaning, spot repairs, facility maintenance/upgrades
- **\$1,550,000** for Capital Projects (59% increase)
- **\$155,000** for Equipment and Vehicles (47% decrease)  
Sewer trucks and EV charging station
- **\$780,000** for Sewer Pump Stations (189% increase)  
Upgrades - Chatham Rd, Constantine Pl, Glen Av, River Rd; Pump upgrades





# PARKING SERVICES UTILITY

**2023 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, 2022)	\$ 69.02 million
2022 Debt Service Payment \$4.005M (principal) plus \$1.606M (interest)	\$ 5.61 million
2022 Capital Budget (General Fund) Approved	\$ 2.14 million
New Debt Authorizations	\$ 2.06 million
Estimated Net Debt (12/31/2022)	\$ 66.22 million
2023 Projected Debt Service Payment	\$ 6.51 million



# EXISTING DEBT SERVICE SCHEDULE

	2023	2024	2025	2026	2027	2028
Existing Bond Principal	\$4,470,000	\$4,575,000	\$4,690,000	\$4,245,000	\$3,375,000	\$3,495,000
Existing Bond Interest	2,045,150	1,959,646	1,818,582	1,676,958	1,547,716	1,417,215
Existing Debt Service Payments (P&I)	6,515,150	6,534,646	6,508,582	5,921,958	4,922,716	4,912,215
<b>Estimated Debt Service Total</b>	<b>\$6,515,150</b>	<b>\$6,534,646</b>	<b>\$6,508,582</b>	<b>\$5,921,958</b>	<b>\$4,922,716</b>	<b>\$4,912,215</b>





# EXISTING NOTE PAYMENT SCHEDULE

	2023	2024	2025	2026	2027	2028
Projected Note Principal	\$0	\$147,600	\$147,600	\$147,600	\$147,600	\$147,600
Projected Note Interest	59,040	53,136	47,232	41,328	35,424	29,520
Estimated Debt Service Total	\$59,040	\$200,736	\$194,832	\$188,928	\$183,024	\$177,120



# ESTIMATED DEBT SERVICE SCHEDULE WITH PROPOSED SIX-YEAR CIP

	2023	2024	2025	2026	2027	2028
Existing Debt Service Payment (Bonds/Notes)	\$6,574,190	\$6,735,382	\$6,703,414	\$6,110,886	\$5,105,740	\$5,089,335
Proposed Capital Improvement Plan (CIP)	2,516,000	8,235,250	7,054,000	8,171,500	4,571,235	\$1,349,000
Proposed CIP Estimated Debt Service (P&I)	0	100,640	430,050	682,210	1,290,670	1,967,634
Estimated Debt Service Payment w/ CIP Budget \$	\$6,574,190	\$6,836,022	\$7,133,464	\$6,793,096	\$6,396,410	\$7,056,969





**THANK YOU**

