



# 2022 PRELIMINARY CAPITAL BUDGET

**Public Workshop Session**  
Whitman Community Room  
Wednesday, December 8, 2021 at 6:30PM





# Agenda

**2022 Budget Process & Timeline**

**2022 Capital Budget Summary & Prior Year Comparison**

**Five-Year Capital Improvement Plan (2023 to 2027) & Prospective Projects**

**Department Capital Project Requests**

**City Debt Position & Outlook**



# 2022 Budget Process & Timeline

A graphic in the bottom left corner features a white silhouette of the state of Michigan. Resting on the silhouette is a white electronic calculator with a blue display screen showing '0.5010'. Behind the calculator are several white papers, some with printed text and others with handwritten notes, suggesting a budgeting or financial planning process.

## OPERATING & CAPITAL BUDGET DEVELOPMENT

- August 2021
- All departments commence process

## DEPARTMENT BUDGETS

- October 22, 2021
- Submitted to City Administrator & Chief Financial Officer

# 2022 Budget Process & Timeline

A graphic in the bottom left corner features a white silhouette of the state of Colorado. Resting on the silhouette is a white electronic calculator with a blue display screen showing '0.5010'. Behind the calculator are several white, crumpled pieces of paper, suggesting a budgeting or financial planning process.

## COUNCIL COMMITTEE REVIEW & DISCUSSION

- November 1 to December 7, 2021
- Revisions provided to City Administrator & CFO

## PUBLIC WORKSHOP

- December 8, 2021
- Review capital budget requests

# 2022 Budget Process & Timeline

A white silhouette of a hand holding a calculator and some papers is positioned in the bottom left corner of the slide. The calculator is blue and silver, and the papers appear to be financial documents with some text and numbers.

## FINANCE COMMITTEE REVIEW & DISCUSSION

- January to February 2022
- Operating budgets with department heads
- Finance & Capital Projects Committees to evaluate and finalize capital budget plan



# 2022 CAPITAL BUDGET SUMMARY

## CURRENT FUND

TOTAL

**\$5,220,000**



## SEWER UTILITY FUND

TOTAL

**\$1,015,000**



## PARKING SERVICES UTILITY FUND

TOTAL

**\$0**





# CAPITAL BUDGET COMPARISON

## 2022 VS. 2021

DEPARTMENT	2022	2021	% Change
Fire	\$230,000	\$265,000	-13.21%
Police	110,000	157,000	-29.94%
MVEC Joint Dispatch	0	200,000	-100.00%
Library	0	0	0.00%
Admin./Clerk	100,000	0	100.00%
DCP	610,000	585,000	4.28%
DCS	4,170,000	2,791,000	49.41%
<b>TOTAL</b>	<b>\$5,220,000</b>	<b>\$3,998,000</b>	<b>30.57%</b>



# CAPITAL BUDGET COMPARISON

## 2022 VS. 2021

UTILITY	2022	2021	% Change
Parking Services	\$0	\$0	0%
Sewer	1,015,000	1,495,573	-32.13%
<b>TOTAL</b>	<b>\$1,015,000</b>	<b>\$1,495,573</b>	<b>-32.13%</b>



# CAPITAL IMPROVEMENT PLAN & PROSPECTIVE PROJECTS 2023-2027

DEPT.	2023	2024	2025	2026	2027	PP
<b>Fire</b>	\$410,000	\$923,000	\$783,000	\$668,000	\$33,000	\$0
<b>Police</b>	265,000	135,000	168,000	150,000	0	0
<b>MVEC Jt. Dispatch</b>	0	0	0	0	0	0
<b>Library</b>	0	0	0	0	0	0
<b>Admin./ Clerk</b>	0	0	0	0	0	1,000,000
<b>DCP</b>	1,326,250	1,583,000	1,585,500	1,453,235	10,000	0
<b>DCS</b>	5,095,000	4,959,000	4,405,000	5,465,000	2,645,000	5,500,000
<b>TOTAL</b>	<b>\$7,096,250</b>	<b>\$7,650,000</b>	<b>\$6,941,500</b>	<b>\$7,736,235</b>	<b>\$3,688,000</b>	<b>\$6,500,000</b>



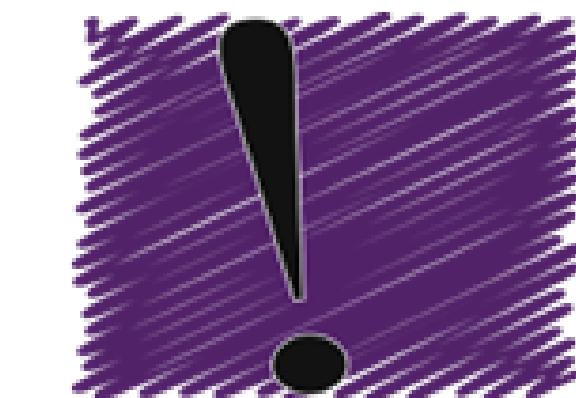
# CAPITAL IMPROVEMENT PLAN & PROSPECTIVE PROJECTS 2023-2027

UTILITY	2023	2024	2025	2026	2027	PP
<b>Parking Services</b>	\$50,000	\$550,000	\$50,000	\$50,000	\$150,000	\$0
<b>Sewer</b>	530,000	1,716,984	560,000	820,000	155,000	1,065,000
<b>TOTAL</b>	<b>\$580,000</b>	<b>\$2,266,984</b>	<b>\$610,000</b>	<b>\$870,000</b>	<b>\$305,000</b>	<b>\$1,065,000</b>



# CITY DEPARTMENTS

# 2022 CAPITAL BUDGET PLAN





# FIRE DEPARTMENT

**ERIC EVERS, Fire Chief**

**PAUL IMBIMBO, Deputy Chief**





# FIRE DEPARTMENT

**Majority of 2022 FD capital requests relate to safety equipment  
- all critical to protect personnel and Summit citizens.**

**2022 CAPITAL BUDGET  
TOTAL REQUEST**

**\$230,000**



# Five-Year Capital Budget

2022 Capital Budget		Future Years						
PROJECT SUMMARY		2022	2023	2024	2025	2026	2027	2021-2026 Total
<u>Fire Department</u>								
Equipment								
Replace Special Operations/ Rescue					650,000			\$ 650,000
New Furniture - New Building		260,000						\$ 260,000
Station Alerting System- New Firehouse	160,000							\$ 160,000
Replacement of SCBA Breathing Air Packs				50,000				\$ 50,000
Firefighter Turnout Gear	30,000	15,000	15,000	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					
Replace Incident Command Vehicle								\$ -
Small Equipment Replacement Program	10,000		8,000					\$ 18,000
Replacement of Fire Hose	15,000	15,000		15,000		15,000		\$ 60,000
IT for new building		85,000						
Rescue Equipment Replacement	15,000		20,000					\$ 35,000
Radio System - New Firehouse		35,000						
Replacement of Fire Prevention Vehcile								\$ -
<u>Fire Equipment Subtotal</u>	\$ 230,000	\$ 410,000	\$ 923,000	\$ 783,000	\$ 668,000	\$ 33,000		\$ 3,047,000
Fire Headquarters								
Repalcement of Fire Headquarters	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0			\$ 0
<u>Fire Headquarters Subtotal</u>	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0		\$ 0
<b>FIRE DEPARTMENT TOTAL</b>		<b>\$ 230,000</b>	<b>\$ 410,000</b>	<b>\$ 923,000</b>	<b>\$ 783,000</b>	<b>\$ 668,000</b>	<b>\$ 33,000</b>	<b>\$ 3,047,000</b>



# HIGHLIGHT

## Turnout Gear & Fire Hose Replacement



### Turnout Gear: \$30,000

- Continual program
- Limited number of backup sets



### Fire Hose: \$15,000

- Continual program
- 10 year replacement - NFPA requirement



# HIGHLIGHT

## Equipment Replacement



**Rescue Equipment: \$15,000**  
**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

## Station Alerting System



**\$160,000**

An IP-based alerting solution designed to automate the process of alerting fire personnel. The system enhances communications and decreases response times.



# POLICE DEPARTMENT

**ANDREW BARTOLOTTI, Police Chief**





# POLICE DEPARTMENT

## 2022 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.

**2022 CAPITAL BUDGET  
TOTAL REQUEST**

**\$110,000**



# 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**



# OFFICE OF THE CITY CLERK

## ROSEMARY LICATESE, City Clerk





# OFFICE OF THE CITY CLERK

## ROSEMARY LICATESE, City Clerk

**2022 Total Request: \$100,000**

Shelving in City Hall Basement: \$50,000  
Council Chamber Audio/Visual Equipment Replacement: \$50,000



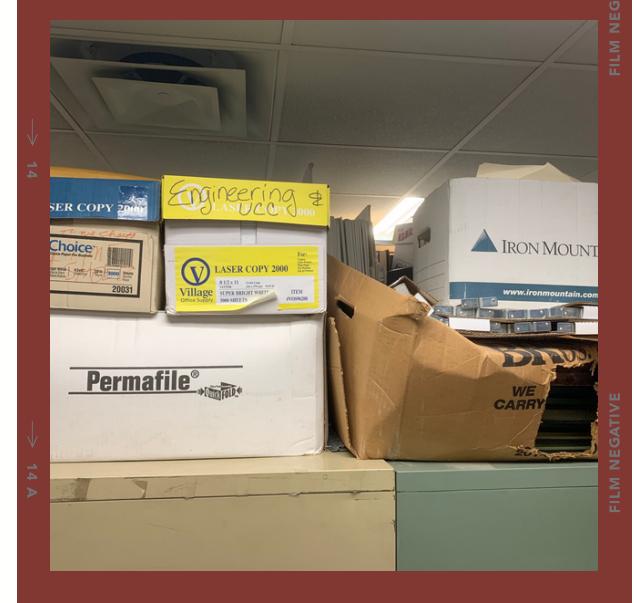
# OFFICE OF THE CITY CLERK

## ROSEMARY LICATESE, City Clerk

### Shelving in City Hall Basement

**Problem:** Condition of record storage in the basement presented safety and fire code issues.

- Difficult to access with risk of injury
- Water damage to records from ceiling
- Fire code violations





# OFFICE OF THE CITY CLERK

## ROSEMARY LICATESE, City Clerk

### Shelving in City Hall Basement

**Action Taken:** 2019

Eliminated inactive records

#### **Results:**

- Scanned records accessible electronically
- Reduced number of records stored in basement by approximately 100 storage boxes





# OFFICE OF THE CITY CLERK

## ROSEMARY LICATESE, City Clerk

### Shelving in City Hall Basement

#### **Next steps:**

*Purge inactive records annually*

#### *Install shelving to:*

- Improve efficiency retrieving, storing, and disposing of records
- Create a safe environment for ease of access
- Protect records from water damage
- Comply with fire code

**Cost of shelving:** \$50,000

**Possible grant:** up to \$50,000



# OFFICE OF THE CITY CLERK

## ROSEMARY LICATESE, City Clerk

## Council Chamber Audio/Visual Equipment Replacement

### Issues:

- Existing equipment obsolete
- Increasing number of service calls required each year
- Pursuing hybrid public meetings will require updated system



# OFFICE OF THE CITY CLERK

## ROSEMARY LICATESE, City Clerk

## Council Chamber Audio/Visual Equipment Replacement

### **Challenges:**

- Compatibility with existing equipment
- Minimize number of vendors involved in the system
  - Four existing vendors
- System will need to provide reliable, high-quality audio/visual capabilities for hybrid public meetings (if pursued)



# OFFICE OF THE CITY CLERK

## ROSEMARY LICATESE, City Clerk

## Council Chamber Audio/Visual Equipment Replacement

**Solution:** Proposal obtained through cooperative pricing unit

- Provides new system utilizing existing cameras in Council Chamber
- Compatible with existing broadcast equipment
- Provides improved audio quality
- Reduces number of vendors to one

Cost: \$50,000



## Department of Community Programs

**Mark Ozoroski**  
Director

**Chris Holenstein**  
Assistant Director

# 2021 CAPITAL BUDGET RECAP

## Capital Projects Completed or In Progress

### COMPLETED

- Investors Track

### IN PROGRESS

- Tatlock basketball court
- Memorial basketball court
- Community Center grading
- Showmobile replacement
- City Wide Playground Master Plan
- Tatlock/Investors Lighting Study (Redevelopment Plan)
- Wilson Paddle Tennis Court repairs (Master Plan)



# DEPARTMENT OF COMMUNITY PROGRAMS



**2022 CAPITAL BUDGET  
TOTAL REQUEST**

**\$610,000**

# 2022 CAPITAL BUDGET PRIORITIES

## **PRIORITY ONE**

Mabie Playground and  
basketball court

Park furnishings

## **FUTURE PRIORITIES**

Tatlock, Memorial Field and East  
Summit playgrounds

Tatlock Redevelopment plan

SFAC slides replacement and  
bathhouse renovation

# PRIORITY ONE

## MABIE PLAYGROUND IMPROVEMENTS

**\$600,000 Project Cost**

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



# 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**

31 Signals

83 Road miles

269 Streets

## **Storm Water and Sewer Infrastructure**

6 miles of force mains

50 miles of storm sewer

82 miles of sanitary sewer

2,256 sanitary structures

2,783 storm structures

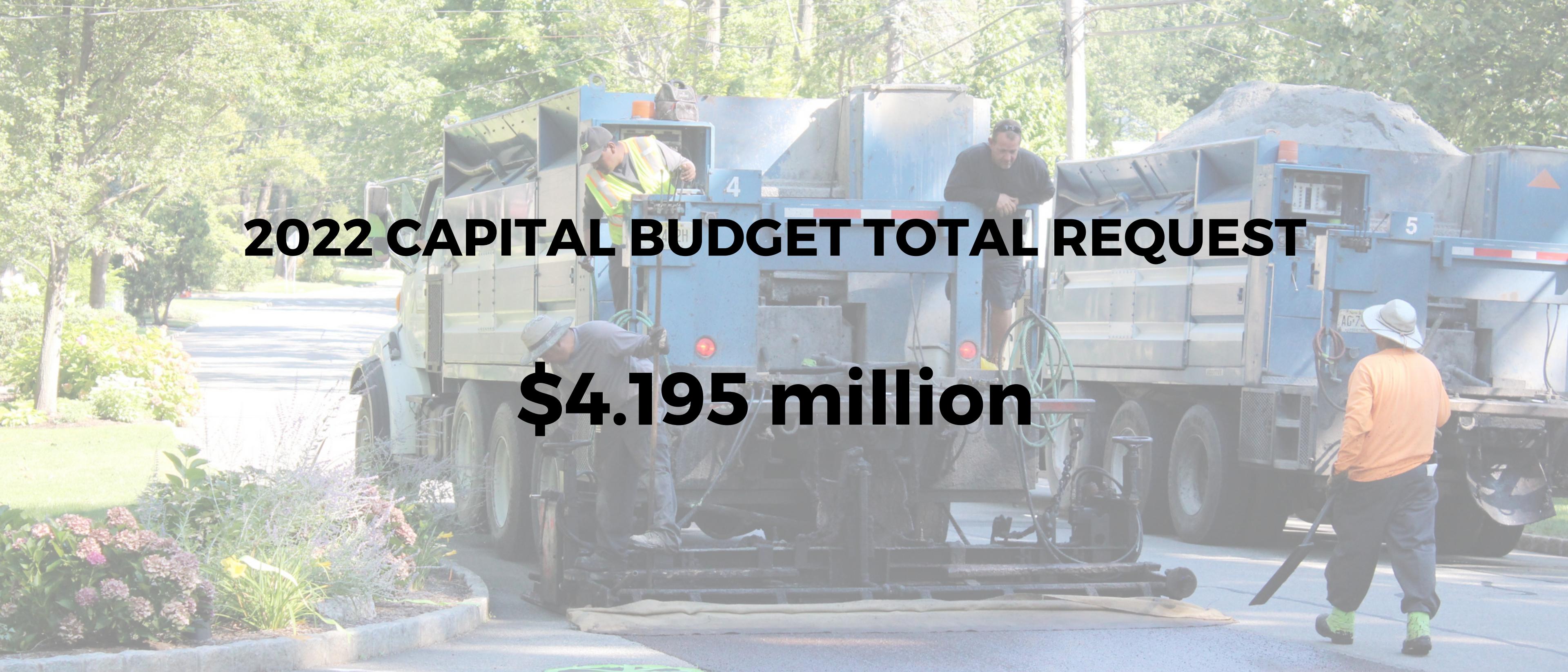
5 million gallons of daily sanitary sewer flow

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

45 Buildings & structures

All city parks and public spaces

# DEPARTMENT OF COMMUNITY SERVICES



**2022 CAPITAL BUDGET TOTAL REQUEST**

**\$4.195 million**

# DEPARTMENT OF COMMUNITY SERVICES

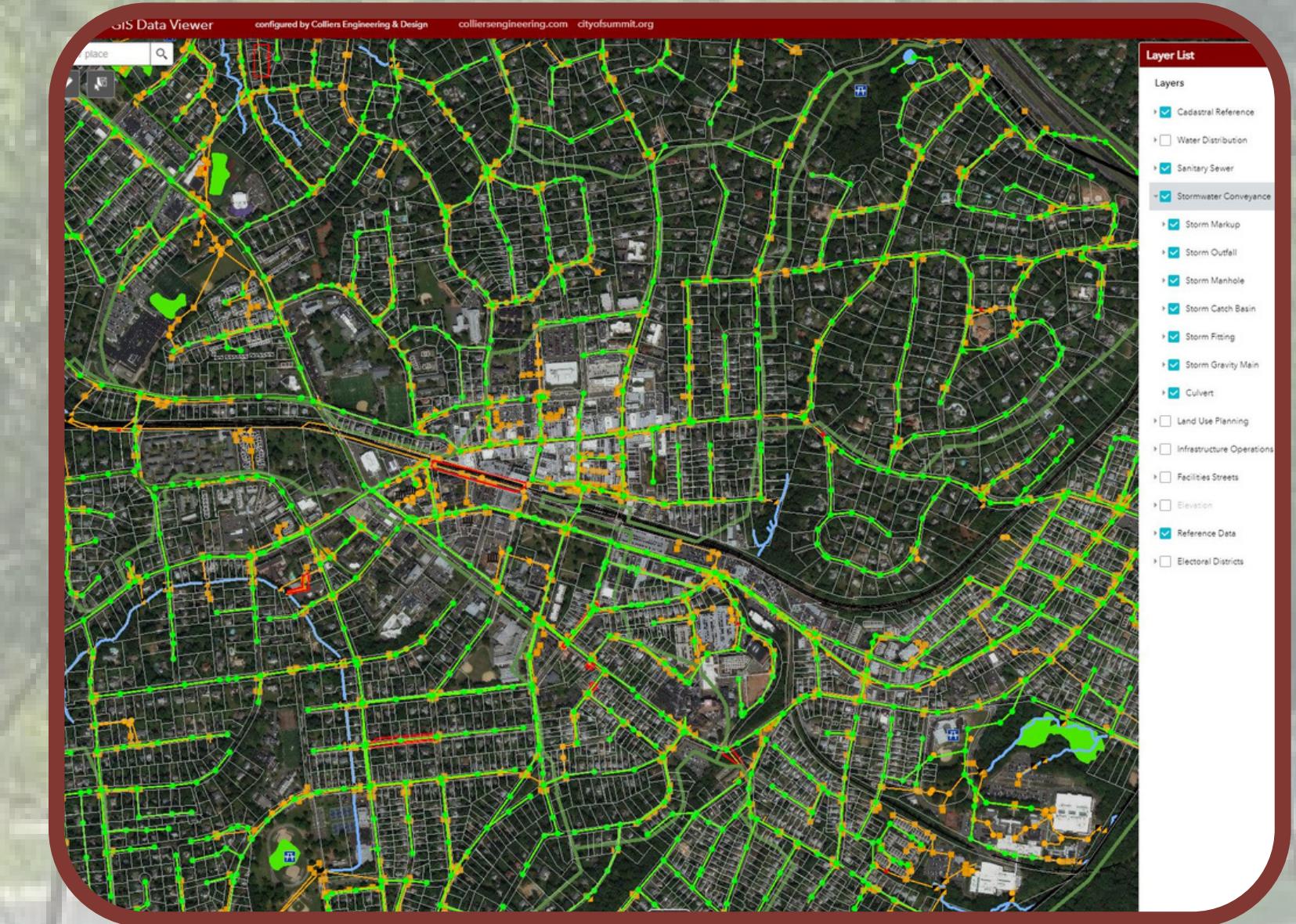
## 2022 CAPITAL BUDGET REQUESTS

	2021	2022
• Infrastructure	\$ 1,980,000	\$3,155,000
• Vehicle/equipment	246,000	410,000
• Buildings	550,000	605,000
• DCS GIS technology	15,000	25,000
<b>TOTALS</b>	<b>\$ 2,791,000</b>	<b>\$ 4,195,000</b>

# 2021 HIGHLIGHTS

## Infrastructure

- Westminster Road
- Manor Hill Road
- Blackburn Place
- Locust Drive



- Updated storm water management ordinance
- Launched city's GIS platform

# 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

# 2021 INFRASTRUCTURE HIGHLIGHTS



**Westminster Road**



**Manor Hill Road**



**Edgar Street**



**Butler Parkway**



**Locust Drive**



**Blackburn Place**

# 2022 INFRASTRUCTURE FUNDING

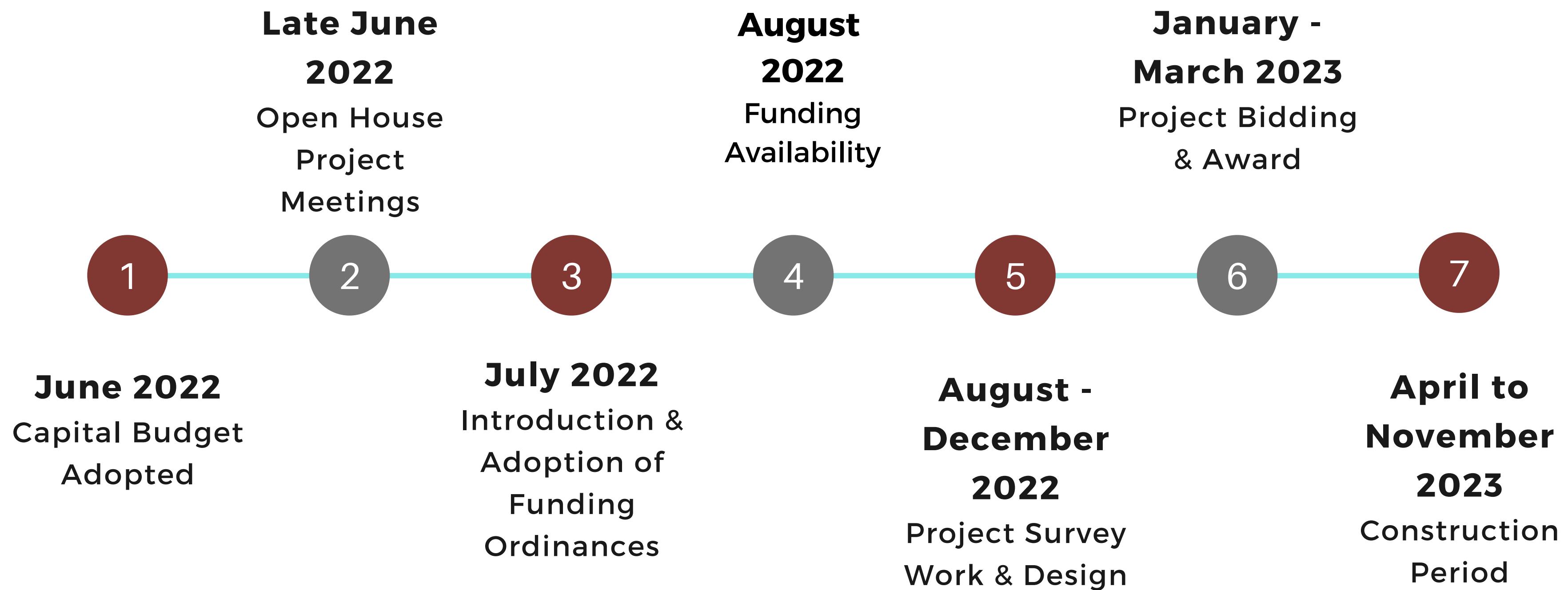
- 8 Road Projects – mill, pave, curb and sidewalk improvements
- Safe Streets to Transit Project (DOT grant-dependent)
- Storm water DEP requirements and sewer inspection maintenance
- Downtown Infrastructure Repairs – minor repairs to city walkways, curbs and sidewalks
- Curbing Program – replace on streets where missing (voluntary)
- 3 Streets to be milled and paved by DPW
- 12 Streets to be micro-paved
- Woodmere Pond ROW Improvement Projects
- Drainage improvement projects
- Regulatory and warning sign improvements
- RRFB installations and traffic calming
- Traffic signal upgrades and timing studies
- Pedestrian safety projects

# 2022 INFRASTRUCTURE PROJECTS

<u>Infrastructure</u>	
<b><i>Roads</i></b>	
Briant Parkway, Edison Drive & Mead Court	500,000
Business District Repairs/Improvements	10,000
Curbing Program	200,000
Division Avenue	200,000
Micropaving Program	150,000
Oak Ridge Avenue (Mountain to Elm)	200,000
Ox Bow Lane & Wildwood Lane	450,000
Public Works Paving Program	150,000
Rowan Road	225,000
Woodmere Pond Tree Removal & Planting	50,000
<b><i>Stormwater</i></b>	
Storm Water - DEP Requirements	5,000
Storm Water - Sewer Maintenance	100,000
Storm Water - Drainage Improvement Projects	150,000
<b><i>Traffic &amp; Safety</i></b>	
Regulatory & Warning Sign Replacement	15,000
RRFB Installations	100,000
Calming Measures	50,000
Traffic Signal Upgrade Program	50,000
Morris Avenue Corridor Timing	250,000
Pedestrian Safety Improvement Project	100,000
Safe Streets to Transit Project	200,000
<b>Subtotal DCS Infrastructure</b>	<b>\$ 3,155,000</b>



# 2022 APPROVED PROJECT TIMELINE



# 2021 VEHICLE & EQUIPMENT

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



# 2022 VEHICLE & EQUIPMENT

**Vehicle/Equipment Funding Requests:**  
**\$410,000 Total Funding Requests**

- Snow tractors
- Log splitter/mill
- Garbage truck
- Message board



# 2022 CITY BUILDINGS CAPITAL FUNDING REQUESTS

## \$605,000 TOTAL



### CITY HALL

**\$215,000 Total**

- Building maintenance
- Electric upgrades



### DPW & DCP LOCATIONS

**\$270,000 Total**

- Facility renovations



### TRANSFER STATION

**\$120,000 Total**

- Replacement/maintenance
- HVAC upgrades
- Remediation

# CONCLUSION

- **\$3.155 million for infrastructure (59% increase)**  
Roads, drainage, open space management, pedestrian safety, regulatory and warning sign replacement, storm water requirements and traffic signal upgrades
- **\$410,000 for vehicles and equipment (67% increase)**
- **\$630,000 for City buildings/GIS (12% 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 2020 @ 4.63 million gallons
- Four pump stations with 11 total pumps
- Six pieces of equipment/vehicles

# 2021 KEY SEWER UTILITY PROJECTS



## SANITARY SEWER CLEANING & TV

- **September 2021:**  
Awarded Sections C & K
- **December 2021:**  
Completed Sections C & K



## SEWER JET GARAGE BAY

- **July 2021:**  
Project awarded
- **October 2021:**  
Construction begins
- **December 2021:**  
Construction completed



## VEHICLE REPLACEMENT

- **October 2021:** Finalized specifications for Dump Truck
- **February 2022:**  
Anticipated purchase date

# DEPARTMENT OF COMMUNITY SERVICES

## SEWER UTILITY

**2022 TOTAL REQUEST: \$1,015,000**

**CITY-PORTION REQUEST**

**\$1,015,000**

**JMEUC CAPITAL CONTRIBUTION**

**REQUEST**

**\$0**

# SEWER UTILITY 2022 CAPITAL BUDGET REQUESTS

- \$325,000 for Infrastructure (31% increase)  
Sewer TV inspection and line cleaning and spot repairs
- \$125,000 for Capital Projects (100% increase)
- \$245,000 for Equipment and Vehicles (26% increase)  
Sewer camera inspection and truck
- \$320,000 for Sewer Pump Stations (300% increase)  
Chatham Road upgrades, Constantine Place, grinder replacement



# PARKING SERVICES UTILITY

2022 CAPITAL BUDGET  
TOTAL REQUEST

**\$0**



# CITY DEBT OUTLOOK



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



# CURRENT DEBT POSITION

<b>Net Debt (January 1, 2021)</b>	<b>\$ 54.62 million</b>
<b>2021 Debt Service Payment</b> <b>\$3.74M (principal) plus \$1.12M (interest)</b>	<b>\$ 4.66 million</b>
<b>2021 Capital Budget (General Fund)</b> <b>Approved</b>	<b>\$ 3.99 million</b>
<b>New Debt Authorizations</b> ◦ <b>New Firehouse HQ (\$15.33M)</b>	<b>\$ 18.92 million</b>
<b>Estimated Net Debt (12/31/2021)</b>	<b>\$ 70.19 million</b>
<b>2022 Projected Debt Service Payment</b>	<b>\$ 5.49 million</b>



# EXISTING DEBT SERVICE SCHEDULE

	2022	2023	2024	2025	2026	2027
Existing Bond Principal	\$3,830,000	\$3,900,000	\$4,005,000	\$4,120,000	\$3,675,000	\$2,555,000
Existing Bond Interest	\$1,046,852	\$960,598	\$854,795	\$736,532	\$617,708	\$511,269
<b>Existing Debt Service Payments (P&amp;I)</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>\$3,066,269</b>
Estimated Debt Service Total	<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>\$3,066,269</b>



# EXISTING NOTE PAYMENT SCHEDULE

	2022	2023	2024	2025	2026	2027
Projected Note Principal	\$0	\$676,000	\$675,000	\$700,000	\$735,000	\$825,000
Projected Note Interest	\$614,640	\$435,200	\$526,138	\$519,388	\$512,388	\$503,200
<i>Projected Debt Service Payments (P&amp;I)</i>	<b>\$ 614,640</b>	<b>\$1,111,200</b>	<b>\$ 1,201,138</b>	<b>\$ 1,219,388</b>	<b>\$ 1,247,388</b>	<b>\$1,328,200</b>
Estimated Debt Service Total	<b>\$614,640</b>	<b>\$1,111,200</b>	<b>\$1,201,138</b>	<b>\$1,219,388</b>	<b>\$1,247,388</b>	<b>\$1,377,888</b>



# ESTIMATED DEBT SERVICE SCHEDULE WITH PROPOSED SIX YEAR CIP

	2022	2023	2024	2025	2026	2027
<b>Estimated Debt Service Payment - Bonds/Notes</b>	<b>\$5,491,492</b>	<b>\$5,971,798</b>	<b>\$6,060,933</b>	<b>\$6,075,920</b>	<b>\$5,540,096</b>	<b>\$4,394,269</b>
<i>Proposed Capital Improvement Plan (CIP)</i>	<i>\$ 5,220,000</i>	<i>\$ 7,096,250</i>	<i>\$ 7,650,000</i>	<i>\$ 6,941,500</i>	<i>\$ 7,736,235</i>	<i>\$ 3,668,000</i>
<b>Proposed CIP Est. Debt Service (P &amp; I)</b>	<b>\$0</b>	<b>\$104,400</b>	<b>\$246,325</b>	<b>\$399,325</b>	<b>\$538,155</b>	<b>\$692,880</b>
<b>Estimated Debt Service Payment w/CIP Budget \$</b>	<b>\$5,491,492</b>	<b>\$6,076,198</b>	<b>\$6,307,258</b>	<b>\$6,475,245</b>	<b>\$6,078,251</b>	<b>\$5,136,957</b>