

CITY OF SUMMIT
2019 Preliminary Capital Budget



**Common Council
Public Workshop Meeting**
Whitman Community Room
December 12, 2018

AGENDA

- 2019 Budget Process & Timeline
- 2019 Capital Budget Summary & Prior Year Comparison
- 5-Year Capital Improvement Plan (2020-2024) & Prospective Projects
- Department Capital Project Requests
- City Debt Outlook
 - Current debt position
 - Existing debt service schedule and projected 2019 bond issuance
 - Projected debt service schedule with new firehouse debt estimate
 - Estimated debt service schedule with proposed six-year Capital Improvement Plan

2019 Budget Process & Timeline

Operating & Capital Budget Development	<ul style="list-style-type: none">• August 2018• All departments commence process
Department Budgets	<ul style="list-style-type: none">• October 19, 2018• Submitted to City Administrator & CFO
Council Committee Review & Discussion	<ul style="list-style-type: none">• November 1 - December 11, 2018• Revisions provided to CA & CFO
Public Workshop	<ul style="list-style-type: none">• December 12, 2018• Review capital budget requests

2019 Budget Process & Timeline

Finance Committee Review & Discussion

- January – February 2019
- Operating & capital budgets with Department Heads

City Budget Presentation & Introduction

- Mid to late March 2019
- Common Council meeting

Budget Adoption

- Late April 2019
- Public hearing held at least 28 days after introduction

2019 Capital Budget Summary

Current Fund


- Total = \$17,314,500*
- *NEW FIREHOUSE - \$11,800,000

Parking Services Utility

- Total = \$100,000

Sewer Utility

- Total = \$351,500



CAPITAL BUDGET COMPARISON 2019 vs. 2018

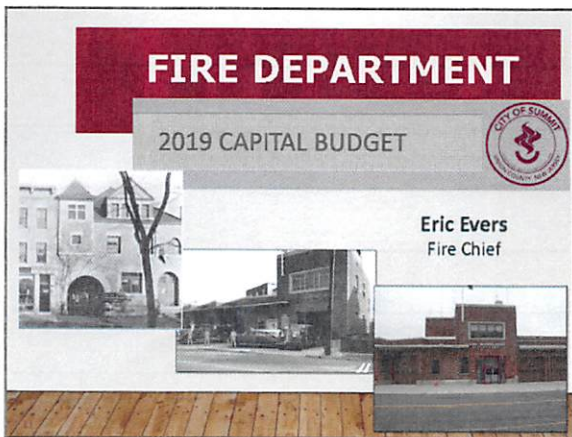
DEPARTMENT	2019	2018	% Change
Police	\$146,000	\$312,000	(53.21%)
Fire	11,960,500	852,400	1303.16%
MVEC Joint Dispatch	200,000	200,000	0.00%
DCS/Technology	3,717,000	3,077,800	20.77%
DCP	1,270,000	522,000	143.30%
Administration/Clerk	0	25,000	(100.00%)
Library	25,000	50,000	(50.00%)
TOTAL	\$17,314,500	\$5,039,200	246.35%

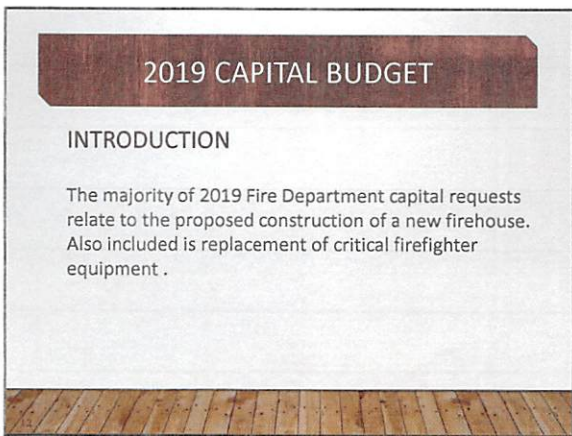
CAPITAL BUDGET COMPARISON 2019 vs. 2018			
UTILITY	2019	2018	% Change
Parking Services	\$100,000	\$100,000	0.00%
Sewer	351,000	1,915,000	(82.00%)
TOTAL	\$451,000	\$2,015,000	(78.00%)

CAPITAL IMPROVEMENT PLAN & PROSPECTIVE PROJECTS 2020-2024						
DEPT.	2020	2021	2022	2023	2024	PP
Police	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 0
Fire	91,000	822,000	95,000	0	0	0
MVEC Jt. Dispatch	100,000	0	0	0	0	0
DCS/Tech.	5,713,168	4,437,000	4,680,000	3,325,000	2,855,000	0
DCP	1,605,000	610,000	10,000	10,000	10,000	5,800,000
Admin/ Clerk/Fin.	0	0	0	0	0	1,000,000
Library	129,500	69,500	69,500	69,500	0	0
TOTAL	\$7,738,668	\$6,038,500	\$4,954,000	\$3,554,500	\$2,965,000	\$6,800,000

2020-2024 CIP & PROSPECTIVE PROJECTS						
UTILITY	2020	2021	2022	2023	2024	PP
Parking Services	\$120,000	\$550,000	\$50,000	\$50,000	\$50,000	\$0
Sewer	475,000	1,675,573	800,000	135,000	1,726,984	0
TOTAL	\$595,000	\$2,225,573	\$850,000	\$185,000	\$1,776,984	\$0







HIGHLIGHT: Equipment Replacement & Repair



DOT and NFPA regulations require that SCBA packs and cylinders be removed from service and replaced at 10 years of age. This replacement schedule is phased in over three years.

\$80,000

HIGHLIGHT: Vehicle & Equipment Replacement and Repair



**Turnout Gear
\$14,500**

**New Vehicle
\$55,000**

FD equipment suffers from intense use.

Among the most versatile in the City, FD equipment benefits numerous other departments from engineering to technology.

It is utilized for all fire incidents, rescue ops, medical calls, car accidents, hazardous material incidents, flooding, natural disasters, and numerous special events.



**Ball Out Safety System
\$7,000**



NEW FIREHOUSE \$11,800,000

- In 2019 Start Architectural Design (nine to 10 month process)
 - Design & Development Phase (2018 capital)
 - Construction Document Phase (2018 capital)
 - Bidding Phase (2019)
- In 2020
 - Construction Phase (18 month approximate build time)
 - Post Construction Phase (2021)













2019 CAPITAL BUDGET					
	2019	2020	2021	2022	2023
Police & IT Equipment					
Police Vehicle Equipment					
Police Vehicle Modifications					
Modifications to Dispatch van					
Self-Def. Safety equipment	\$7,000	\$7,000	\$7,000		
Firefighter Turnout Gear	18,500	18,500	15,000	\$11,000	\$11,000
Food, Paper, replacement & supplies					
Vehicle Painting of Fire Investigators					
Replacement of Computer Workstations			\$80,000		
Replacement of Radio 4				\$8,000	
Replacement of SCBA Air Tanks					
Police Equipment Replacement					
Replacement of Fire Investigators	11,800,000				
Police Equipment Replacement					
Police Equipment Replacement					
Police Equipment Replacement		10,500			8,000
Police Equipment Replacement			19,000		
Replacement of Office Furniture					
Replacement of Computer in Office					
Police Equipment Replacement		80,000			
Replacement of Fire Prevention Vehicle	55,000				55,000
TOTAL	\$11,956,500	\$98,000	\$822,000	\$99,000	\$83,000


FIRE DEPARTMENT

2019 CAPITAL BUDGET


**SUMMARY
AND Q & A**

SUMMIT POLICE DEPARTMENT

2019 Capital Budget




Robert Weck
Chief of Police



SUMMIT POLICE DEPARTMENT

2019 GOALS THROUGH CAPITAL BUDGET:

- Installation of Axon camera system for the Detective Bureau interview room
- Vehicle Technology Equipment: In-Car Video Cameras
- Replace Detective Bureau Vehicles (2)





SUMMIT POLICE DEPARTMENT

In-Car Video Camera System

Departments deploy in-car video camera to record traffic stops and other encounters with the public. In the spirit of building public trust, the in-car camera recording provides an unbiased account of events that allow citizens and others to view what actually occurred during encounters. Agencies and others report that such evidence has been invaluable and that the benefits of the in-car video camera far exceeded the original goals.

- Officer Safety
- Training
- Professionalism and Performance
- Complaints Concerning Police Procedures

PROJECT COST: \$13,000




SUMMIT POLICE DEPARTMENT

Video and Audio System – Detective Bureau

By digitally equipping interview rooms and fully automating the process of acquiring and managing the audio and video, Detectives can focus on the task at hand: solving cases and convicting criminals. Protecting detectives from claims of misconduct, coercion, or abuse during interviews.

- Allowing detectives to focus on the interview, not taking notes.
- Allowing jury members to see exactly how the suspect responded during the interview process.
- Enabling other investigators to discreetly prompt the interviewer with email or text messages while the interview is ongoing.
- Allowing an investigator to place "flags" in the interview, during the interview, without notice to the suspect.
- Providing search functions to seek out specific words or phrases in the notes, or search for flags that were inserted during the interview process.

PROJECT COST: \$33,000





SUMMIT POLICE DEPARTMENT

Detective Bureau Vehicle Replacement Program

Continue the police vehicle replacement program through leasing from the CO-OP to achieve the best possible cost savings. This program allows the department to stay current with our vehicles and avoid costly repairs over the years (high mileage, engine wear and tear). In time, costs will continue to decrease as equipment is moved from one vehicle to the next.

PROJECT COST: \$80,000



SUMMIT POLICE DEPARTMENT

**Thank you for your continued support of the
Summit Police Department**

Q & A



SHARE THE FUN



**summit
community
programs**

WHERE COMMUNITY THRIVES

Judith Leblein Josephs, *Director*
Mark Ozoroski, *Assistant Director*

Jamie Colucci, *Assistant Director* Maria Hughes, *Secretary II*
David Guida, *Program Supervisor* Joanne McGhee, *Office Manager*
Gretchen Masterfano, *Program Supervisor*

Shark Diddy
McMuni

2017-2018 RE-CAP

CAPITAL PROJECTS COMPLETED/UNDERWAY

Completed:

- Upper Tatlock Artificial Turf Replacement Project
- Glenside Field Artificial Turf Project (with Union County)
- Wilson Park storage upgrades and landscaping
- Cornog Field House DCP Offices
- Cornog Field House exteriors and gas conversion
- Draft of Tatlock Redevelopment Plan
- Draft of Field Exploration Study

In Progress:

- Community Center Project
- Investors Bank Field Fence & Landscape Project
- Senior Activity Area & Community Center Pocket Park
- Cornog Field House Public Restroom Project
- DCP vehicle purchase
- DCP senior bus purchase
- Memorial Field tennis surface improvements



PRIORITIES

Priority 1: Senior Activity Area & Community Center Pocket Park : \$800,000

- Provide bocce court and access in 2018
- Bid balance of the project in 2018
- Secure grants and sponsors/donors to support capital investment

Priority 2: Family Aquatic Center Improvements: \$280,000 in 2019/\$320,000 in 2020

- Major capital improvements needed to 14+ year old facility
- Prioritize renovations in two phases
- Specify priorities and bid work to be done in Fall 2019 for Fall 2020 season

Priority 3: Community Center Security Systems: \$50,000

- New building has conduit and outlets to facilitate this installation.
- Install camera systems and monitors

Priority 4: Memorial Field Basketball Improvements: \$130,000

- Surface needs replacement along with new backboards and hoops



2019 #1 PRIORITY

SENIOR ACTIVITY AREA & COMMUNITY CENTER PARK



PROJECT COST: \$800,000



2019 #2 PRIORITY

SFAC IMPROVEMENTS



- The SFAC continues to serve the public with its most recent major improvements in 2004.
- Renovations to the SFAC were completed 14 years ago. Both pools need resurfacing as well as other related mechanical improvements, shade fabrics and slide tower painting. The bathhouse needs restroom improvements for ADA compliance.

PROJECT COST: \$600,000 TOTAL

\$280,000 in 2019
\$320,000 in 2020



2019 #3 PRIORITY

COMMUNITY CENTER SECURITY SYSTEMS

- The conduit and power is in place in the new Community Center to complete its security system. Cameras and computer hardware is needed to complete this priority project.

PROJECT COST: \$50,000 in 2019



OTHER CAPITAL REQUESTS IN PRIORITY ORDER

- Memorial Field Basketball Courts new surface, backboards and hoops: **\$130,000**
- Park Furnishings Annual Replacement: **\$10,000**



PARK FURNISHINGS



- Annual maintenance of park benches, tables, bike racks and furnishings to keep in good repair for use by residents. Also includes funding for signage used throughout parks and playgrounds. Water fountains are an additional consideration.
- A regular program of furnishing replacement will keep the inventory available and in good repair for guests in our parks and playgrounds. An annual repair and replacement plan is needed. Commercial grade amenities can be costly since they must be engineered for durability.

PROJECT COST: \$10,000 ANNUALLY





**summit
community
programs**
WHERE COMMUNITY THRIVES

FUTURE CAPITAL PROJECTS FOR CONSIDERATION



Projects For Future Consideration



VILLAGE GREEN & MABLE PLAYGROUND

- Mable Playground on the Village Green was a project funded by the Summit Junior League. It has served the community well for many years and is an important part of recreation opportunities in downtown Summit. Playground equipment and surface area has deteriorated through age and use.
- The manufacturer of the equipment is no longer in business and replacement parts are unavailable. There are several components that need to be replaced or removed in the next year. Commercial playground equipment prices continue to grow as requirements for playground surfacing that meets all related codes increase.

PROJECT COST: \$600,000




Projects For Future Consideration



TATLOCK PARK REDEVELOPMENT PLAN

- Redevelopment of Tatlock Park has begun with improvements to Investors Bank Field, bleachers and Tatlock tennis courts.
- The redevelopment plan will serve as a conceptual guide for completion of the park. For future consideration:

- Anderson Field House	- LAX wall
- Investors concession	- Field lighting
- Tatlock basketball court	- Walkways, fences
- Investors Track	- Parking and ADA improvements

PROJECT COST: \$5,800,000




Projects For Future Consideration



CORNOG FIELD HOUSE HVAC

Once the DCP Offices relocate to the Summit Community Center, the Cornog Field House will be available for a variety of lease options for consideration by the city. Leasing this space could serve as a source of revenue to pay back bonds issued to improve and secure this local treasure.

Possible offices, storage or small snack service are a few possible considerations. The HVAC system is antiquated and should be updated for energy savings whether or not the building is considered for leasing.

PROJECT COST: \$100,000



Projects For Future Consideration



MEMORIAL PLAYGROUND & FITNESS COURSE

- The 12-year-old playground at Memorial Field is a pre-school age playground that does not fully serve the needs of the general public over the age of seven years. Replacement parts are difficult to find and swings do not fit the needs of the intended age group. Playground pieces to serve school-age children are needed.
- There are also many adults, SHS students and recreation athletic program participants who use Memorial Field for fitness routines and training. Each group would benefit from an outdoor fitness course located throughout the park. Having an outdoor fitness course would enhance those opportunities and possibly attract more people to use the park for fitness.

PROJECT COST: \$500,000



Projects For Future Consideration



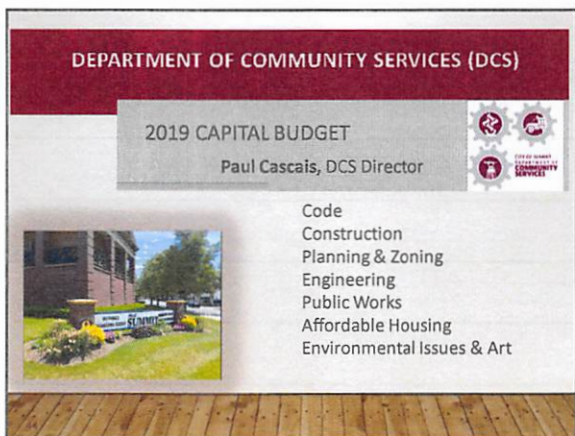
MUNI ENTRANCE & POND PROJECT

- The Summit Municipal Golf Course is the gem of the municipal park system that requires consistent maintenance and a senior-friendly focus.
 - At its entrance and in its storage area, the Muni needs a major facelift with security and fencing.
 - There are grading issues at the start of the course that are troublesome for senior golfers.
- A study was completed to assess the viability of applying for a grant to fund the creation of a safer entrance to the facility, repair tripping hazards near the first tee and conduct flood mitigation of the dam and pond. It has not been successful to date. A recent Americans With Disabilities audit makes this request a high priority.
- This project compliments a DCS Engineering Division project for drainage and storm water management at the Muni.

PROJECT COST: \$600,000









2019 CAPITAL BUDGET


DCS is responsible for largest portion of capital budget:

- Pedestrian safety – 30 signals
- Drainage
- 50 miles of storm sewer
- 2,783 storm structures
- 82 miles of sanitary sewer
- 2,256 sanitary structures
- Management of five (5) million gallons of daily sanitary sewage flow
- Six (6) miles of force mains
- Direct jurisdiction over 45 buildings and structures including four (4) pump stations
- Parks and public spaces
- Other essential and emergency services

2018 ACCOMPLISHMENTS OVERVIEW

- Infrastructure
 - Plymouth Road Improvements
 - DeBary Avenue Paving
 - Tanglewood, Dorchester, Winchester Project
 - Microsurfacing Program
 - Sidewalk project (Maple/K-lot)
 - Hobart Avenue – Section 1
 - Elm Street Lot Paving
 - Whittridge & Lenox Completion
 - Alleyway Improvement Project
- Affordable Housing Marketing Plan and Set-Aside Ordinance
- Broad Street West Redevelopment Plan preparations completed
- DRO revisions
- Traffic Calming/Pedestrian Safety
 - Speed Hump Trial Installation
 - Annual Curb & ADA Ramp Project
 - RRFB – Aubrey/Morris
- Traffic Signals Inventory & Upgrades

INFRASTRUCTURE




Capital infrastructure investment is critical for:

- Pedestrian & vehicular safety
- Maintain property values
- Reduced expenses in future infrastructure
- Emergency services

PEDESTRIAN SAFETY

Engineering is responsible for pedestrian safety improvements and American Disability Act (ADA) compliance, including crosswalk beacons, crosswalks visibility, sidewalk repairs and intersections lighting.



CAPITAL IMPROVEMENTS

- Summit's more than 100-year-old sanitary and storm sewer system is in need of improvements and maintenance. Falls under DCS capital \$\$
- System compromises directly impact health, safety and well-being of citizens



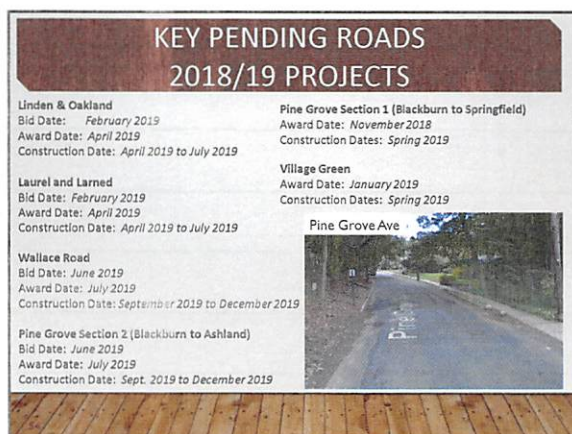
INFRASTRUCTURE

- To improve road conditions, ride-ability and safety.
- Storm sewer and inlet repairs and upgrades to reduce flooding, extend infrastructure life and decrease storm and sanitary sewer lines overload.
- Traffic calming measures and sidewalk improvements increase pedestrian safety.









2019 PROJECTS		
Infrastructure		
Butler Parkway	\$	750,000
Caldwell, Clark, Dayton, Huntley, Willow	\$	600,000
Micropaving Program	\$	150,000
New Providence Avenue	\$	250,000
Open Space Management	\$	40,000
Pedestrian Safety Improvement Project	\$	150,000
Public Works Paving Program (2019: Henry St., Risk Ave. & Park Pl.)	\$	150,000
Regulatory and Warning Sign Replacement	\$	15,000
Traffic Calming Measures	\$	50,000
Storm Water Requirements	\$	5,000
Traffic Signal Upgrade Program	\$	50,000
Subtotal DCS Infrastructure	\$	2,210,000

- ### PROJECT TIMELINE FOR APPROVED 2019 PROJECTS
1. Capital Budget Adopted in June 2019
 2. Open House Meeting for projects included in the proposed capital budget in late June 2019
 3. Introduction and approval of funding ordinances in July 2019
 4. Funding available in August 2019
 5. Project Survey Work in August to September 2019
 6. Project Design in September to December 2019
 7. Bidding in January to February 2020
 8. Award Contract in March 2020
 9. Construction Period in April to November 2020

FLEET & EQUIPMENT MAINTENANCE

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



FLEET & EQUIPMENT MAINTENANCE

Requesting capital funding for replacement of six (6) Public Works vehicles and equipment for:

- Snow plow/haul
- Emergency operations
- Mowing
- Trash and recycling
- Salt spreader
- Road repairs

<https://youtu.be/Pk-52hgWYA>

CAPITAL CITY PROPERTY PROJECTS



DCS is requesting capital funding for eight (8) property projects at three (3) locations:

- City Hall
- DPW Garage
- Transfer Station



2019 Project Highlights:

- Replace HVAC Chiller System at City Hall
- Roof Replacement at two (2) buildings at DPW Garage location
- Remediation/redevelopment and building siding replacement at Transfer Station



CONCLUSION

- \$2.21M for infrastructure of roads, drainage, open space management, pedestrian safety, regulatory and warning sign replacement, storm water requirements, and traffic signal upgrades.
 - 26% decrease over 2018 (\$2.97M)
- \$617K for equipment and vehicles
 - 30% increase from 2018 (\$475K)
- \$810K for city properties
 - 161% increase over 2018 (\$310K)

DEPARTMENT OF COMMUNITY SERVICES (DCS)


2019 CAPITAL SEWER BUDGET



Aaron Schrager
Deputy DCS Director & City Engineer

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 2018 @ 4.89 million gallons
- Four (4) pump stations with 11 total pumps
- Six (6) pieces of equipment/vehicles



Constantine Pump Station

KEY PENDING 2019 PROJECTS

<p>Replacement of Vehicle #41 F350 Pickup Co-op Purchase: July 2019 Receive Vehicle: September 2019</p>	<p>Chatham Road Pump Station Odor Control Specification Preparation: July 2019 Installation: September 2019</p>
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Sewer Jet Garage Bay DPW Yard
Plan Preparation: June 2019
Begin Construction: September 2019
Complete Construction: December 2019

Constantine Pump Station Control Overhaul
Plan Preparation/Design: July 2019
Construction Dates: 2020

SCADA Monitor Office Upgrades
Installation: July 2019

West End Avenue Sewer Study
Commence Study: September 2019
Complete Study: December 2019



Odor Control

2019 CAPITAL BUDGET



Parking Services Agency

\$ 50,000	Shelters/Canopies Deforest Lots Entrances & Exits
\$ 50,000	Parking Lot Maintenance
\$100,000	2019 Total Capital Request

CITY OF SUMMIT

DEBT OUTLOOK

Six-Year Capital Improvement Plan
and its impact on Future Debt Obligations

CURRENT DEBT POSITION

• Net Debt (January 1, 2018)	\$55.549 million
• 2018 Debt Service Payment	\$4.494 million
<i>\$3.670 million (principal) plus \$824,753 (interest)</i>	
• Capital Budget (General Fund) Approved	\$5.039 million
• New Debt Authorizations	\$4.856 million
• New Firehouse HQ & SFAC pool resurfacing:	\$ 999,000
• Various Municipal Projects:	\$ 2.375 million
• Assessments:	\$ 1,482 million
• Estimated Net Debt (12/31/18)	\$56.78 million
• 2019 Projected Debt Service Payment	\$3.685 million
