

Capital Budget Summary The 2020 Approved Capital Budget

Overview

The Capital Improvement Plan (CIP) addresses the City's needs relating to the acquisition, renovation, and construction of facilities and systems. It consists of a ten-year plan, which identifies capital projects to be funded within that planning period.

The Capital Budget (CB) represents the first year of the Capital Improvement Plan. The primary difference between the CB and CIP is that the Capital Budget is a legal document that authorizes expenditures for specific projects for the life of the project. The CIP, on the other hand, includes the first year projects as well as nine years of future projects for which financing has not been secured or legally authorized. The "out years" of the CIP are not binding and, therefore, are subject to change.

The City prepares and approves its CB as part of the annual operating budget process.

Characteristics of Capital Expenditures

Capital expenditures may be either recurring or non-recurring. Recurring capital expenditures are considered operating expenditures and are included as capital outlay in departmental budgets. Non-recurring capital expenditures are considered capital improvements and are part of the capital budget. Despite their close interrelationship, non-recurring have special characteristics including:

- Essential public purpose that enhances the quality of life in the City.
- Relatively long useful life, and once capital expenditures are made, they cannot be easily modified.
- Involve large infrequent expenditures that must be made before the benefits are realized.
- Support infrastructure and are a part of a system that provides the public with a set of goods or services.

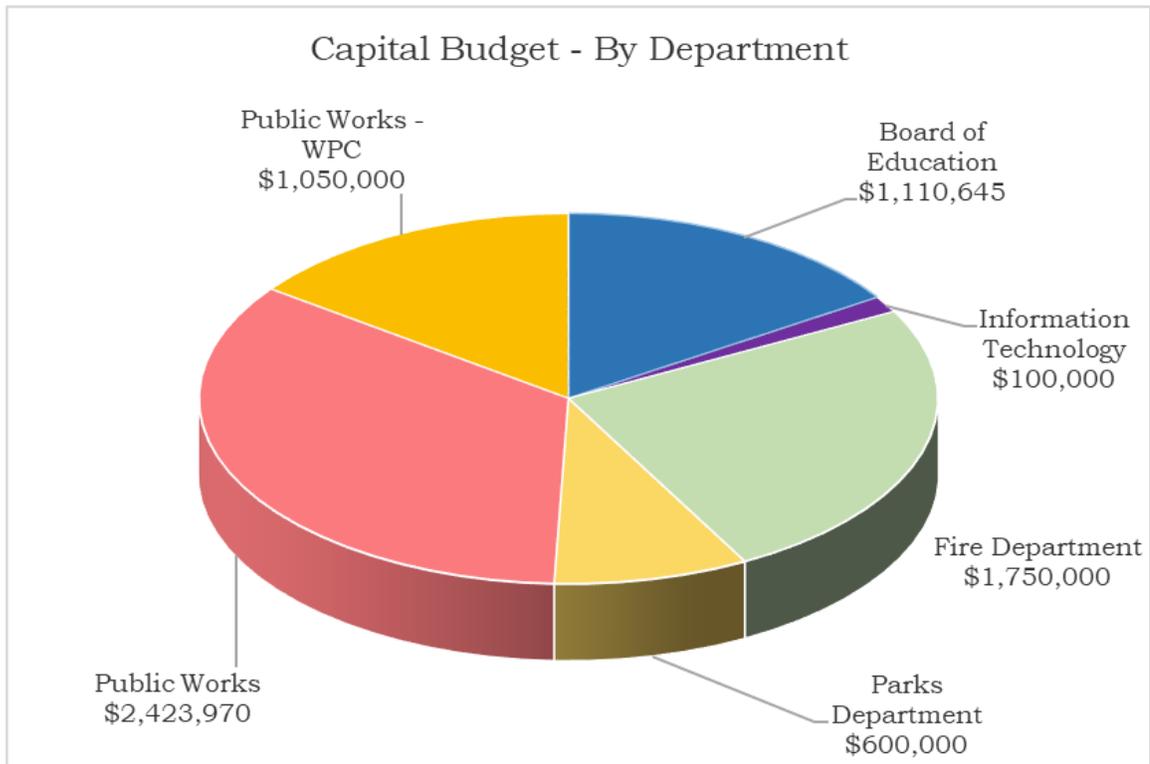
Legal Requirements

Connecticut General Statutes Section 8-24 requires all public improvement projects be referred to the Municipal Planning Commission for conformance with the approved plan of development before any specific action can be made by the community.

Capital Budget Process

- The City of Bristol’s CB and CIP have a multiple approval process.
- Departments submit "departmental requests", usually approved by their respective oversight Boards, Agencies and/or Commissions.
- After review by the Comptroller's Office, the CB and the CIP are compiled and submitted to the 10 Year Capital Improvement Committee for discussion and preliminary approval.
- The Board of Finance holds a public hearing, reviews the CB and appropriates the available funding for the individual projects during the regular budget approval process.
- The Board of Finance and the City Council adopt the CB at the annual budget adoption meeting.
- The CB is then referred to the Planning Commission for approval under Section 8-24 of the Connecticut General Statutes.

Total Capital Budget for 2019-2020 is \$7,034,615



Capital Project Funds

The various Capital Project Funds used by the City to account for financial resources for the acquisition or construction of capital projects (other than those financed by Proprietary Funds or Trust Funds) are summarized below:

- **School Construction Fund** – This fund is used for all school capital projects including construction, renovation, upgrades and replacements.
- **Capital Projects** – This fund is used to account for most City capital projects including road, bridge, building, flood control, sewer and sidewalk projects.
- **Capital and Nonrecurring Funds** – These funds are used for all projects not included in other funds and for Water Pollution Control (treatment plant facilities) projects.

Funding Sources

Local governments shoulder the largest share of financial responsibility for providing, operating, and maintaining City infrastructure.

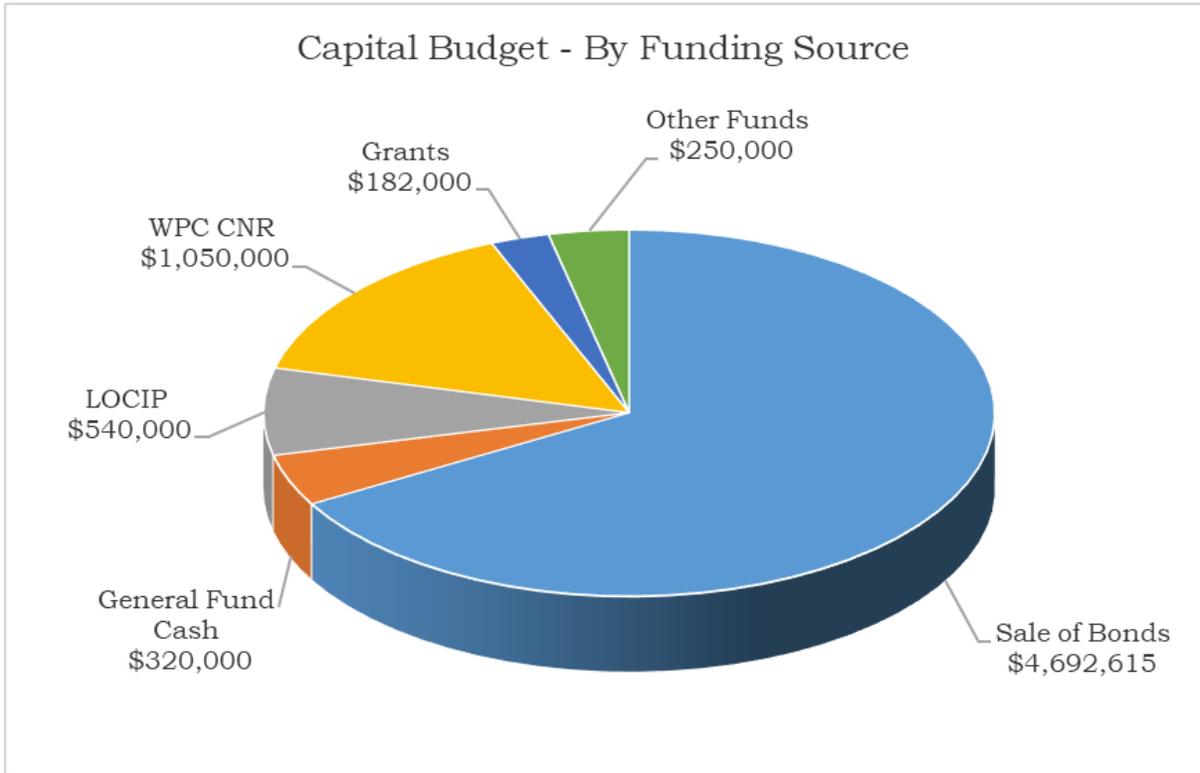
The City's funding sources for its Capital Budget are:

- (1) cash, by means of mill rate
- (2) grants
- (3) annual entitlement through the State LoCIP program
- (4) the issuance of debt through General Obligation bonds and notes and
- (5) other sources.

Determination of which financing source should be used for which project depends on a number of factors including the characteristics (cost, timing, location) of the capital project, grant and/or other financing opportunities, availability of capital and non-recurring funds (primarily Water Pollution Control projects) and financial considerations (fiscal capacity, requirements for operating purposes, debt service, and limitations on the revenue system).

The City and its Bond Counsel have agreed to specific procedures to assist in the issuance of short and long term debt. These procedures include getting all of the necessary approvals by the Board of Finance and Joint Board for both the CB and any related appropriations and bond resolutions for projects to be funded with debt and communicating this information to Bond Counsel on a timely basis. These arrangements result in a current and complete list of Authorized But Unissued Debt for future planning purposes.

Total Capital Budget for 2019-2020 is \$7,034,615



Long Range Financial Planning

Capital budgeting is an essential element of City financial management and of the City long range financial plan. The CIP and the CB provide a forum to discuss what to build or buy, where and when to build or buy it, and how much to spend for it.

The City's long range financial plan requires departments to identify and support the need for future capital projects and when each project is expected to come on-line by year for the next ten years. Urgency and feasibility will dictate the timing for inclusion of some projects in the CB. The plan also includes various debt service alternatives, projections and limits. These procedures identify how much additional debt can be undertaken and at what time and what future funding may be needed for expected capital projects. This helps the City determine both the level of bonding as a funding source for CIP projects and the timing of issuance.

Capital Budget Highlights

The approved Capital Budget for 2020 of \$7,034,615 is significant and diverse. The array of projects include infrastructure projects for road reclamation or reconstruction, water pollution control manhole rehabilitation and sewage collection systems repairs and replacements projects, a number of storm drainage improvements projects, three different school-related projects, a Fire Department Headquarters renovation, LED lighting conversion at the Main Library and \$100,000 to explore the business and financial plan for a potential city-wide fiber optic Wi-Fi network.

The amount requested of \$7,238,615, as shown in the detailed summary at the end of this section, is \$204,000 more than the approved amount of \$7,034,615. The City elected to combine all of the storm drainage projects and fund these as a group with \$200,000 for 2020 to begin an annual appropriation to fund a storm drainage reserve for improvements.



Renovating the 1963 Fire Department Headquarters building at \$1,350,000 is the largest individual project for 2020. It involves replacing the failing HVAC system, upgrading the original mechanical systems and updating the bunk and locker room areas to accommodate both male and female firefighters.

The Parks Department projects include \$150,000 for an updated master plan to evaluate the existing conditions of the present parks facilities and to develop a city-wide strategic plan for parks and park programs.

Another project (\$100,000 in 2020, \$300,000 in the future) will review the extent to which the buildings and grounds at the upper level in Page Park have fallen into disrepair. The review will determine what costs must be spent now and those costs that could be spent in the future for re-purposing the area to serve other needs of the Parks Department such as vehicle and equipment storage, subject to the recommendations of the new master plan.



In advance of a grant award to create bike lanes in each direction on Memorial Boulevard, the boulevard needs to be re-paved. The City is using LoCIP funding for the \$350,000 cost.

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Approved Board of Education projects include replacing aging and crumbling ceiling tiles at Northeast Middle School (\$514,810), perform a district-wide wireless network upgrade (\$445,835) and replace, improve or upgrade playgrounds and athletic fields at four different schools (\$150,000).



Public Works has ten projects totaling \$2,423,970, the largest of which is \$700,000 in the continuing battle with the Pequabuck River over flood control. The City is expanding lighted parking at Muzzy Field at a cost of \$120,000. Public Works has identified four drainage problem areas, three of which are school properties, requiring a total of \$404,000 to generally replace, improve or add drainage piping and catch basins to eliminate flooding on neighboring private property. There are two bridge-related projects planned; a continuation of the \$540,000 Lake



Avenue culvert replacement (\$400,000 for 2020) and the start of the replacement of the Jerome Avenue Bridge. Jerome Bridge is a \$4,080,000 project, approximately 48% of which is expected to be funded by federal and state grants. For 2020, \$380,000, also eligible for 48% reimbursement, is budgeted for engineering. Public Works is also converting the Main Library interior and exterior lighting to LED. This project which will cost \$333,970 is expected to save over \$40,000 in annual utility costs and be eligible for a substantial energy rebate.



Water Pollution Control (WPC) operates the City waste water treatment plant and is responsible for the City sewer systems. Ground water entering the sewer system through faulty or damaged manholes or cracked or poor condition sewers puts an undue burden on the WPC facility and could lead to sanitary sewer overflows. WPC has two projects to mitigate this problem; \$200,000 for manhole rehabilitation and frame replacement and \$1,000,000 (\$300,000 in 2020) for repair and rehabilitation of the sewage collection system. Also planned for 2020 by WPC is the restoration of integrity to its thickened sludge storage tank at a cost of \$550,000. Funding for the 2020 WPC projects, which total \$1,050,000, is provided by the WPC CNR.



Capital Budget Summary

Impact of 2020 Capital Budget on Operating Budget and Future

The operating budget is directly impacted by the Capital Budget for projects to be funded with debt and for projects that may decrease energy, maintenance or other operating costs. The 2020 budget has eleven projects approved for bonding for a total of \$4,692,615. In the following chart, the estimated debt principal payments are shown for those projects assuming a fifteen year amortization schedule.

Departments are asked to assess the impact new projects may have on future operating costs. Not all projects will have quantitative measurements even if the expected result is greater efficiency or effectiveness and some projects may be undertaken because they increase the safety of City employees and/or residents. For the 2020 Capital Budget projects, the respective City departments have determined the savings as presented in the following chart.

FY 2020 Capital Budget			Annual Operating Budget Impact			
Project	Current Appropriation	Total Project Appropriation	Comment	Operating Costs	Debt Service Cost**	Total
Public Works						
WPC Manhole Rehabilitation and Frame Replacement	\$200,000	\$200,000	N/A - repair			
WPC Repair and Rehabilitate Sewage Collection System	\$300,000	\$1,000,000	N/A - repair			
WPC Repair and Rehabilitate Thickened Sludge Storage Tank	\$550,000	\$550,000	N/A - repair			
Pequabuck River Conduit Rehabilitation	\$700,000	\$745,000	N/A - flood control		\$46,667	\$46,667
Maple Court Reconstruction	\$190,000	\$190,000	N/A - infrastructure			
Graham Street Reconstruction	\$100,000	\$100,000	N/A - infrastructure			
Lake Avenue Bridge Culvert	\$400,000	\$540,000	N/A - bridge		\$26,667	\$26,667
Jerome Avenue Bridge Replacement	\$380,000	\$4,080,000	N/A - infrastructure		\$13,200	\$13,200
Muzzy Field Parking Lot	\$120,000	\$120,000	N/A - infrastructure			
Middle Street Sidewalks and Storm Drainage		\$60,000	N/A - flood control			
Bristol Eastern High School Storm Drainage		\$30,000	N/A - flood control			
Northeast Middle School Storm Drainage	\$200,000	\$230,000	N/A - flood control			
Mountain View School Storm Drainage		\$84,000	N/A - flood control			
Main Library LED Lighting Conversion	\$333,970	\$333,970	Energy	(\$40,665)	\$22,265	(\$18,400)
Subtotal Public Works	\$3,473,970	\$8,262,970		\$0	(\$40,665)	\$108,798
						\$68,133
Parks						
Master Plan	\$150,000	\$150,000	N/A - planning		\$10,000	\$10,000
Memorial Boulevard Paving	\$350,000	\$350,000	N/A - infrastructure			
Page Park Maintenance Area Improvements	\$100,000	\$400,000	N/A - infrastructure		\$6,667	\$6,667
Subtotal Parks	\$600,000	\$900,000		\$0	\$0	\$16,667
						\$16,667
Board of Education						
Northeast Middle School Ceiling Tile Replacement	\$514,810	\$514,810	N/A - repair		\$34,321	\$34,321
All Schools Technology - Network Replacement/Upgrade	\$445,835	\$445,835	N/A - repair		\$29,722	\$29,722
Playground and Field Improvements	\$150,000	\$150,000	N/A - repair			
Subtotal Board of Education	\$1,110,645	\$1,110,645		\$0	\$0	\$64,043
						\$64,043
Fire Department						
Fire Headquarters Renovations	\$1,350,000	\$1,350,000	Energy	(\$7,735)	\$90,000	\$82,265
Fire Station 3 Reconstruction	\$400,000	\$400,000	N/A - infrastructure		\$26,667	\$26,667
Subtotal Fire Department	\$1,750,000	\$1,750,000		\$0	(\$7,735)	\$116,667
						\$108,932
Information Technology						
City Wide Fiber Network	\$100,000	\$65,000,000	N/A - planning	\$0	\$6,666	\$6,666
Subtotal Information Technology	\$100,000	\$65,000,000		\$0	\$0	\$6,666
						\$6,666
Total	\$7,034,615	\$77,023,615		\$0	(\$48,400)	\$312,841
						\$264,441

** Cost for debt service for current appropriation is estimated principal only payments on a 15 year bond issue. This estimate is for illustrative purposes only.

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Project Profiles

Individual project profiles which have funds appropriated in fiscal year 2020 are presented below.

Project Number: 20-1 Project Name: Northeast Middle School Ceiling Tile Replacement	
Purpose: Replace aging and crumbling ceiling tiles to provide a safe environment for students, staff and visitors.	
Funding Source:	Bonding
Project Appropriations:	\$514,810 FY 2020, Total Cost \$514,810

Project Number: 20-2 Project Name: Technology Upgrade	
Purpose: To replace high school networks and perform a district-wide wireless network upgrade.	
Funding Source:	Bonding
Project Appropriations:	\$445,835 FY 2020, Total Cost \$445,835

Project Number: 20-3 Project Name: Parks Master Plan	
Purpose: Evaluate the existing conditions of the city parks system, facilities and programs to develop a comprehensive city-wide parks plan to replace the current 12 year old plan.	
Funding Source:	General Fund Cash
Project Appropriations:	\$150,000 FY 2020, Total Cost \$150,000

Project Number: 20-4 Project Name: Memorial Boulevard Paving	
Purpose: To re-pave Memorial Boulevard in advance of a DOT grant award to create a bike lane in each direction.	
Funding Source:	LOCIP
Project Appropriations:	\$350,000 FY 2020, Total Cost \$350,000

Project Number: 20-5 Project Name: Page Park Maintenance Area Improvements	
Purpose: The buildings and grounds at the upper level of Page Park have fallen into disrepair and need to be evaluated and re-purposed to serve the needs of the Parks Department including vehicle and equipment storage and maintenance workshop areas.	
Funding Source:	Bonding
Project Appropriations:	\$100,000 FY 2020, Total Cost \$400,000

Project Number: 20-6 Project Name: Fire Headquarters Renovations	
Purpose: Renovate the 1963 Fire Headquarters including updating the original mechanical systems. Replace the failing HVAC system to get the proper heating, cooling and ventilation required. Update the bunk and locker room areas to accommodate both male and female firefighters.	
Funding Source:	Bonding
Project Appropriations:	\$1,350,000 FY 2020, Total Cost \$1,350,000

Project Number: 20-7 Project Name: Fire Station Renovation	
Purpose: The Board of Fire Commissioners has made the long-term renovation or replacement of this station a priority but there is also a short-term need to fix serious issues in the interim. This funding allows The Fire Department to move forward with either alternative.	
Funding Source:	Bonding
Project Appropriations:	\$400,000 FY 2020, Total Cost \$400,000

Project Number: 20-8 Project Name: City-Wide Fiber Optic Network	
Purpose: This project is to develop the design plan for the physical network needed to provide a City-wide fiber optic network and for the related business plan and financial model.	
Funding Source:	Bonding
Project Appropriations:	\$100,000 FY 2020, Total Cost \$65,000,000

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Project Number: 20-09 Project Name: Manhole Rehabilitation and Frame Replacement	
Purpose: This project is to repair faulty or damaged manholes that allow groundwater to enter the City sanitary sewer system.	
Funding Source:	WPC CNR
Project Appropriations:	\$200,000 FY 2020, Total Cost \$200,000

Project Number: 20-10 Project Name: Repair and Rehabilitate Sewage Collection System	
Purpose: This project is one phase of an on-going process of repairing the collection system to eliminate groundwater from entering the City sanitary sewer system.	
Funding Source:	WPC CNR
Project Appropriations:	\$300,000 FY 2020, Total Cost \$1,000,000

Project Number: 20-11 Project Name: Repair and Rehabilitate Thickened Sludge Storage Tank	
Purpose: This project is to restore the sludge storage tank integrity.	
Funding Source:	WPC CNR
Project Appropriations:	\$550,000 FY 2020, Total Cost \$550,000

Project Number: 20-12 Project Name: Pequabuck River Conduit Rehabilitation	
Purpose: Rehabilitate the river conduit and repair culverts to restore capacity and reduce the chance of flooding.	
Funding Source:	Bonding
Project Appropriations:	\$700,000 FY 2020, Prior Appropriation \$45,000, Total Cost \$745,000

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Project Number: 20-13 Project Name: Maple Court Reconstruction	
Purpose: Reconstruct Maple Court to bring it up to City standards, including roadway reclamation, storm drainage, paving and curbing.	
Funding Source:	LOCIP
Project Appropriations:	\$190,000 FY 2020, Total Cost \$190,000

Project Number: 20-15 Project Name: Graham Street Reconstruction	
Purpose: Reconstruct Graham Street to bring it up to City standards, including roadway reclamation, storm drainage, paving and curbing.	
Funding Source:	Grants
Project Appropriations:	\$100,000 FY 2020, Total Cost \$100,000

Project Number: 20-16 Project Name: Lake Avenue Culvert Replacement	
Purpose: Replace the Lake Avenue culvert which conveys the Cuss Gutter Brook north of Lake Compounce. The culvert has been rated as structurally deficient by the State DOT.	
Funding Source:	Bonding
Project Appropriations:	\$400,000 FY 2020, Prior Appropriations \$140,000, Total Cost \$540,000

Project Number: 20-17 Project Name: Jerome Avenue Bridge Replacement	
Purpose: Replace the existing bridge, which has been rated as structurally deficient by the State DOT.	
Funding Source:	Bonding and Grants
Project Appropriations:	\$380,000 FY 2020, Total Cost \$4,080,000

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Project Number: 20-18 Project Name: Muzzy Field Parking Lot	
Purpose: Construct a parking lot at the corner of Muzzy Street and Park Street to provide additional lighted parking for Muzzy Field.	
Funding Source:	General Fund Cash
Project Appropriations:	\$120,000 FY 2020, Total Cost \$120,000

Project Numbers: 20-19 through 20-22 Project Name: Combined Storm Drainage Projects	
Purpose: A number of storm drainage problems have been identified and these include the school properties at Bristol Eastern High School, Northeast Middle School and Mountain View School and along a portion of Middle Street. These areas are prone to flooding and/or ponding with overflows onto adjacent private properties. While each problem area is unique, the expected solution will include some combination of replacing old catch basins, replacing old drainage piping, adding more catch basins and/or adding more drainage piping. Although each project has an estimated cost, the extent of the problem will not be known until excavation. Public Works believes that the 2020 budget of \$200,000 is a sufficient starting point.	
Funding Source:	General Fund Cash
Project Appropriations:	\$200,000 FY 2020, Total Cost \$404,000

Project Number: 20-23 Project Name: School Playground and Field Improvements	
Purpose: Improvements, repairs and upgrades to playgrounds and athletic fields at Hubbell, Mountain View, Southside and Stafford schools.	
Funding Source:	Other
Project Appropriations:	\$150,000 FY 2020, Total Cost \$150,000

Project Number: 20-24 Project Name: Main Library LED Lighting Conversion	
Purpose: This project will replace interior and exterior fixtures with LED lights and include programmable integrated lighting control components (motion, heat). The City and the community will benefit from cost and energy savings.	
Funding Source:	Bonding
Project Appropriations:	\$333,970 FY 2020, Total Cost \$333,970

