

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 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 the annual departmental operating budgets. Non-recurring capital expenditures are considered capital improvements and are part of the annual CB. 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.

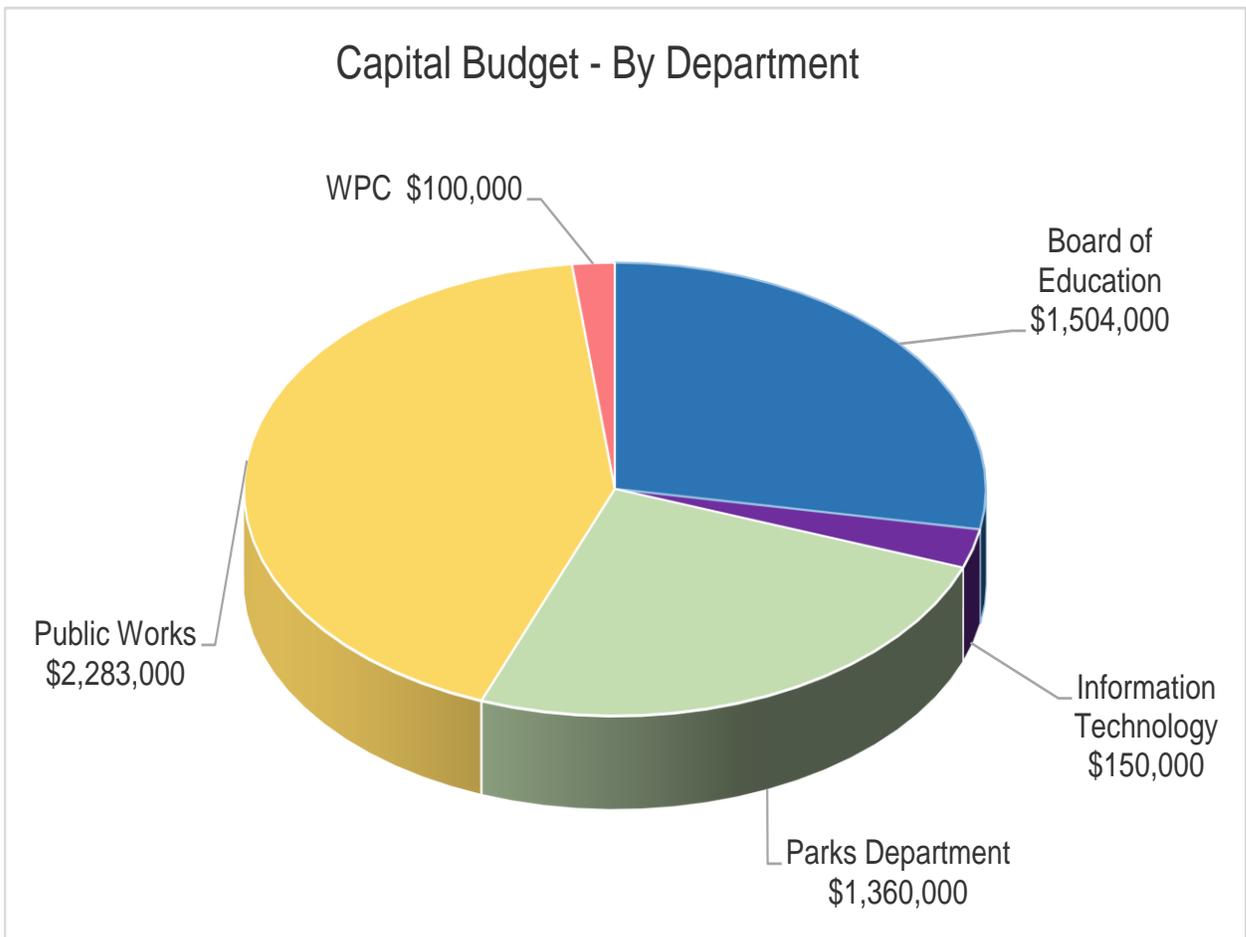
Legal Requirements

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. Public Improvement Projects may include improvements to streets, bridges or other City owned property; land acquisition for municipal purposes; building construction or improvements; and water, sewer or other utility projects.

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 Board, Agency and/or Commission.
- After review by the Comptroller's Office, the CB and the CIP are compiled and submitted to the 10 Year Capital Improvement and Strategic Planning 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 Joint Meeting (members of both the Board of Finance and the City Council) adopts 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 2020-2021 is \$5,397,000



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 CB are: (1) the issuance of debt through general obligation bonds and notes, (2) cash, by means of mill rate, (3) annual entitlement through the State LoCIP program, (4) WPC Capital Non-Recurring Fund, (5) grants and (6) 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 timely approval by the Board of Finance and the Joint Meeting of both the CB and any related appropriations including bond resolutions for projects that are to be funded with debt. Adherence to these procedures results in a current and complete list of Authorized but Unissued Debt for future planning purposes.

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 Parks Department projects include laser levelling, removal of invasive grasses and restoration of the field and installation of LED lighting at Muzzy Field, Bristol's premier sports facility and home of the Bristol Blues baseball team for a total of \$950,000.



The Page Park pavilion is also slated for a complete interior restoration at a cost of \$210,000 to make this facility rentable by the public. Funding for this project is through the State LoCIP program.



The unappealing, seasonal and portable restroom units at Rockwell Park and at Pine Lake Adventure Park will be replaced by prefabricated restrooms at a cost of \$200,000.

Related to City parks is a \$150,000 IT project to provide wireless networks and camera surveillance in the four largest City parks.



Approved Board of Education projects include replacing the West Bristol School patio stone walkways with safer sidewalks. This repair and replacement project is expected to cost \$250,000.



Multi-year phased in schools technology project beginning in 2021 with a \$1,254,000 appropriation will replace all projector/smartboards with interactive 75" smartboards at an estimated total cost of \$3,135,000.

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Public Works has eight 2021 projects totaling \$2,283,000, which include beginning a multi-year project to repair erosion in areas of the closed landfill as required by the on-going inspection and maintenance program by the DEEP Protection Stewardship Permit (\$45,000 for year 1 engineering), repairs to the salt dome roof (\$150,000), replacement of the roof at Firehouse #2 (\$110,000), three road reconstruction projects totaling \$418,000 and a \$135,000 re-write of City zoning regulations.



This is also the year to begin the planning for improving the Route 72 corridor, a main gateway leading to downtown. The improvements along Riverside Avenue (Down Street to Main Street and West End to Rockwell Park) are projected to cost \$2,985,000; the 2021 budget of \$55,000 is for planning and preliminary engineering services.



City Hall and the adjacent North Main Street area continue to get attention. Streetscape improvements along North Main Street will include brick borders, ornamental lighting, new sidewalks, curbing and drainage. The 2021 budget of \$70,000 is for planning and engineering.

Renovating the existing City Hall complex “as new”, estimated to cost \$32,750,000, had begun in 2019 with a \$350,000 appropriation and continues with an additional appropriation of \$1,300,000 in 2021 for architectural and engineering services. Renovations are expected to include a complete replacement of building mechanicals and HVAC equipment, more front of building parking and a new addition/façade on the front of the building.

Water Pollution Control (WPC) operates the City waste water treatment plan and is responsible for the City sewer systems. Continued for 2021 is the restoration of integrity to its thickened sludge storage tank at a total cost of \$650,000; \$550,000 last year and \$100,000 for 2021. This project is funded by the WPC CNR.

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Impact of 2021 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 2021 budget has six projects approved for bonding for a total of \$3,674,000. 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 2021 Capital Budget projects, the respective City departments have determined the savings as presented in the following chart.

FY 2021 Capital Budget			Annual Operating Budget Impact			
Project	Current Appropriation	Total Project Appropriation	Comment	Operating Costs	Debt Service Cost**	Total
Public Works						
WPC Repair/Rehabilitate Thickened Sludge Storage Tank	\$100,000	\$650,000	N/A - repair			
Landfill Erosion Repairs	\$45,000	\$845,000	N/A - repair		\$3,000	\$3,000
Salt Roof Replacment and Other Repairs	\$150,000	\$150,000	N/A - repair			
Firehouse 2 Roof Replacement	\$110,000	\$110,000	N/A - repair			
Lawndale Avenue Reconstruction	\$148,000	\$148,000	N/A - infrastructure			
Atkins Avenue Reconstruction	\$140,000	\$140,000	N/A - infrastructure			
Margerie Street Reconstruction	\$130,000	\$130,000	N/A - infrastructure			
Re-write City Zoning Regulations	\$135,000	\$135,000	N/A - planning			
North Main Street Streetscapes	\$70,000	\$640,000	N/A - infrastructure		\$4,667	\$4,667
Route 72 Corridor Improvements	\$55,000	\$2,985,000	N/A - infrastructure		\$3,667	\$3,667
City Hall Renovations	\$1,300,000	\$32,750,000	N/A - infrastructure	(\$40,665)	\$86,667	\$46,002
Subtotal Public Works	\$2,383,000	\$38,683,000		(\$40,665)	\$98,000	\$57,335
Parks						
Muzzy Field Restoration and LED Lighting	\$950,000	\$950,000		(\$6,000)	\$63,333	\$57,333
Page Park Pavillion Interior Restoration	\$210,000	\$210,000	N/A - infrastructure			
Rockwell Park and Pine Lake Prefabricated Restrooms	\$200,000	\$200,000	N/A - replace temp			
Subtotal Parks	\$1,360,000	\$1,360,000		(\$6,000)	\$63,333	\$57,333
Board of Education						
West Bristol School Entrance Repairs	\$250,000	\$250,000	N/A - safety			
All Schools Technology - 75" Smartboards Replacement	\$1,254,000	\$3,135,000		(\$116,000)	\$83,600	(\$32,400)
Subtotal Board of Education	\$1,504,000	\$3,385,000		(\$116,000)	\$83,600	(\$32,400)
Information Technology						
Wireless Network and Camera Surveillance in Parks	\$150,000	\$150,000	N/A - safety			
Subtotal Information Technology	\$150,000	\$150,000		\$0	\$0	\$0
Total	\$5,397,000	\$43,578,000		(\$162,665)	\$244,933	\$82,268

** 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.

Project Profiles

Individual project profiles which have funds appropriated in fiscal year 2021 are presented below.

Project Number: 21-1 Project Name: Repair/Rehabilitate Thickened Sludge Storage Tank	
Purpose: Restore sludge storage tank integrity.	
Funding Source: WPC CNR	
Project Appropriations:	\$100,000 FY 2021, Prior Appropriation \$550,000, Total Cost \$650,000

Project Number: 21-2 Project Name: Wireless Network and Camera Surveillance	
Purpose: To provide wireless network in City parks for public access and to install camera surveillance.	
Funding Source: General Fund Cash	
Project Appropriations:	\$150,000 FY 2021, Total Cost \$150,000

Project Number: 21-3 Project Name: All Schools Technology - 75" Smartboards Replacement	
Purpose: To replace existing projector/smartboards with interactive smartboards.	
Funding Source: Bonding	
Project Appropriations:	\$1,254,000 FY 2021, Total Cost \$3,135,000

Project Number: 21-4 Project Name: West Bristol School Entrance Repairs	
Purpose: To provide safe sidewalks for students, staff and community.	
Funding Source: Other	
Project Appropriations:	\$250,000 FY 2021, Total Cost \$250,000

Project Number: 21-5 Project Name: Muzzy Field Laser Level and Field Restoration	
Purpose: To restore field conditions at the City's premier sports facility in order to eliminate invasive grasses and improve player safety.	
Funding Source:	Bonding
Project Appropriations:	\$475,000 FY 2021, Total Cost \$475,000

Project Number: 21-6 Project Name: Muzzy Field LED Lighting	
Purpose: To improve energy efficiencies of Bristol's premier sports facility.	
Funding Source:	Bonding
Project Appropriations:	\$475,000 FY 2021, Total Cost \$475,000

Project Number: 21-7 Project Name: Page Park Pavilion Interior Renovation	
Purpose: To provide interior renovations to a park building needed to bring the facility online for public rental.	
Funding Source:	LoCIP
Project Appropriations:	\$210,000 FY 2021, Total Cost \$210,000

Project Number: 21-8 Project Name: Rockwell and Pine Lake Prefabricated Restrooms	
Purpose: To provide higher quality restroom facilities for the public at Rockwell Park and for program participants at Pine Lake Adventure Park.	
Funding Source:	Other
Project Appropriations:	\$200,000 FY 2021, Total Cost \$200,000

Project Number: 21-09 Project Name: Dennis Malone Aquatics Center Enhancements	
Purpose: To renovate outdated 30 year old locker rooms, install a UV system for improved air quality and upgrade the fire alarm system.	
Funding Source:	LoCIP
Project Appropriations:	\$160,000 FY 2021, Total Cost \$160,000

Project Number: 21-10 Project Name: Landfill Erosion Repairs	
Purpose: To repair landfill erosion in accordance with DEEP requirements.	
Funding Source:	Bonding
Project Appropriations:	\$45,000 FY 2021, Total Cost \$845,000

Project Number: 21-11 Project Name: Salt Dome Roof Replacement and Other Repairs	
Purpose: New asphalt roof and framing repairs and exterior LED lighting at V.P. Kelly Salt Dome and installation of doors at J.P. Casey public works facility.	
Funding Source:	LoCIP
Project Appropriations:	\$150,000 FY 2021, Total Cost \$150,000

Project Number: 21-12 Project Name: Firehouse #2 Roof Replacement	
Purpose: To replace the existing EPDM roof at Firehouse #2.	
Funding Source:	LoCIP
Project Appropriations:	\$110,000 FY 2021, Total Cost \$110,000

Project Number: 21-14 Project Name: Lawndale Avenue Reconstruction	
Purpose: Reconstruct Lawndale Avenue with new roadway surface, drainage and curbing.	
Funding Source:	Other
Project Appropriations:	\$148,000 FY 2021, Total Cost \$148,000

Project Number: 21-15 Project Name: Atkins Avenue Reconstruction	
Purpose: Reconstruct Atkins Avenue with new roadway surface, drainage and curbing.	
Funding Source: Other	
Project Appropriations:	\$140,000 FY 2021, Total Cost \$140,000

Project Number: 21-16 Project Name: Margerie Street Reconstruction	
Purpose: Reconstruct Margerie Street with new roadway surface, drainage and curbing.	
Funding Source: Other	
Project Appropriations:	\$130,000 FY 2021, Total Cost \$130,000

Project Number: 21-17 Project Name: Rewrite City Zoning Regulations	
Purpose: Review and rewrite existing City zoning regulations to modernize and clarify zoning provisions.	
Funding Source: Other	
Project Appropriations:	\$135,000 FY 2021, Total Cost \$135,000

Project Number: 21-19 Project Name: North Main Street Streetscapes	
Purpose: To construct streetscape improvements including the installation of a brick pole barrier, ornamental lighting, and sidewalk, curbing and drainage improvements along a portion of both the east side and west side of North Main Street.	
Funding Source: Bonding	
Project Appropriations:	\$70,000 FY 2021, Total Cost \$640,000

Project Number: 21-20 Project Name: Route 72 Corridor Improvements	
Purpose: This project is for improvements to a main gateway to downtown Bristol and to Rockwell Park. Improvements, including streetscapes, will be made along Riverside Avenue (Down Street to Main Street) and along Park Street (West End to Rockwell Park).	
Funding Source: Bonding	
Project Appropriations:	\$55,000 FY 2021, Total Cost \$2,985,000

Project Number: 21-21 Project Name: City Hall Renovations	
Purpose: To renovate City hall with east side (front) addition and façade, other site improvements and a complete replacement of mechanicals and HVAC equipment.	
Funding Source: Bonding	
Project Appropriations:	\$1,300,000 FY 2021, Prior Appropriation \$350,000, Total Cost \$32,750,000

CITY OF BRISTOL 2020-2021 CAPITAL BUDGET
10 YEAR CAPITAL IMPROVEMENT AND STRATEGIC PLANNING COMMITTEE APPROVED - MARCH 16, 2020
BOARD OF FINANCE APPROVED - APRIL 28, 2020 - PLANNING COMMISSION APPROVED - MAY 29, 2020
JOINT MEETING APPROVED - JUNE 2, 2020

Project	Department	Project Name	REQUEST			APPROVED			FUNDING SOURCE					Future Costs	
			Project Cost	Prior Approp.	2020/2021 Request	2020/2021 Approved	2020/2021 Bonding	2020/2021 General Fund Cash	2020/2021 LOGIP	2020/2021 WPC CNR	2020/2021 Grants	2020/2021 Other Sources			
21-1	Water/Sewer	Repair/Rehabilitate Thickened Sludge Storage Tank	650,000	550,000	100,000	100,000					100,000				0
21-2	IT	Wireless Network and Camera Surveillance	150,000		150,000	150,000		150,000							0
21-3	BOE	All Schools Technology - 75" Smartboards Replacement	3,135,000		1,254,000	1,254,000	1,254,000								1,881,000
21-4	BOE	West Bristol Entrance Repairs	250,000		250,000	250,000								250,000	0
21-5/6	Parks	Muzzy Field Restorations	950,000		950,000	950,000	950,000								0
21-7	Parks	Page Park Pavilion Interior Renovation	210,000		210,000	210,000					210,000				0
21-8	Parks	Rockwell & Pine Lake Prefabricated Park Bathrooms	200,000		200,000	200,000								200,000	0
21-10	Public Works	Landfill Erosion Repairs	845,000		45,000	45,000	45,000								800,000
21-11	Public Works	Sail Roof Replacement/Repairs	150,000		150,000	150,000					150,000				0
21-12	Public Works	Firehouse 2 Roof Replacement	110,000		110,000	110,000					110,000				0
21-14-16	Public Works	Lawndale, Atkins and Margerie Street Reconstruction	418,000		418,000	418,000								418,000	0
21-17	Public Works	Rewrite City Zoning Regulations	135,000		135,000	135,000								135,000	0
21-19	Public Works	North Main Street Streetscapes	640,000		70,000	70,000	70,000								570,000
21-20	Public Works	Route 72 Corridor Improvements	2,985,000		55,000	55,000	55,000								2,930,000
21-21	Public Works	City Hall Renovations	32,750,000	350,000	1,300,000	1,300,000	1,300,000	1,300,000							31,100,000
			\$43,578,000	\$900,000	\$5,397,000	\$5,397,000	\$3,674,000	\$150,000	\$470,000	\$100,000	\$0	\$1,003,000	\$37,281,000		