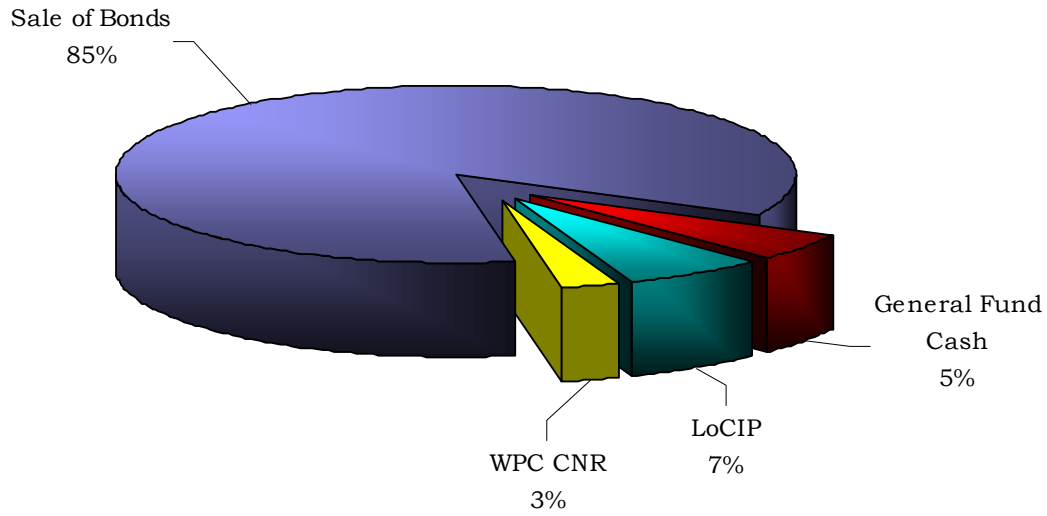


## Capital Budget Summary The 2012 Approved Capital Budget



The graph illustrates the approved funding source for the 2012 Capital Budget. The funding sources include \$5,190,700 or 85% from the sale of bonds, \$320,000 or 5% from General Fund Cash, \$410,000 or 7% from LoCIP funds and \$170,000 or 3% from the Water Pollution Control Capital and Non-Recurring Fund.

**CITY OF BRISTOL  
Fiscal Year 2012  
Capital Budget  
Department & Funding Summary**

	<b>Fiscal Year 2012 Capital Budget</b>
<b><u>Department</u></b>	
Public Works	\$4,930,700
Parks & Recreation	990,000
Water Pollution Control	170,000
<b>Total All Departments</b>	<b><u><u>\$6,090,700</u></u></b>
<b><u>Funding</u></b>	
Sale of Bonds	\$5,190,700
General Fund Cash	320,000
LoCIP	410,000
WPC CNR	170,000
<b>Total All Funding</b>	<b><u><u>\$6,090,700</u></u></b>

**Capital Budget - (continued)**

**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 in the 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.

**Characteristics of Capital Expenditures**

Despite their close interrelationship with the operational General Fund budget, capital expenditures have special characteristics that justify their inclusion in a special Capital Budget. They include:

- Essential public purpose that enhances the quality of life in the City;
- Long useful life – capital facilities and equipment have a relatively long useful life, once capital expenditures are made, they cannot be easily modified;
- Infrequent and expensive – in their technical and physical nature, most capital projects involve large infrequent expenditures that must be made before the benefits are realized;
- Related to other government functions – capital investments made by the City to support infrastructure are interrelated and are a part of a system that provides the public with a set of goods or services;
- Local government's responsibility to provide capital expenditures – local governments shoulder the largest share of financial responsibility for providing, operating, and maintaining City infrastructure;
- To satisfy bond counsel legal requirements, a new step was added in the 2007-08 fiscal year:
  - ❖ All new appropriations approved with a debt service source of funding will have immediate Bond Resolutions prepared by counsel and approved shortly thereafter by the Board of Finance and Joint Board.

**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 - (continued)**

Section 8-24 states in part: "No municipal agency or legislative body shall locate, accept, abandon, widen, narrow or extend any street, bridge, parking or other public way, locate, acquire land for, abandon, sell or lease any airport, park, playground, school or other municipally owned property or public building, extend or locate any public housing project or redevelop, recondition or improve any specific area, or take action on any proposal involving the extent and location of public utilities and terminals whether publicly or privately owned, for water, sewerage, light, power, transit and other purposes, until the proposal to take such action has been referred to the (Planning) Commission for a report".

The City of Bristol's Capital Budget and Capital Improvement Program (CIP) has a multiple approval process:

- Department submits "departmental requests", usually approved by their respective oversight Boards, Agencies and/or Commissions.
- After compilation by the Comptroller's Office, the program is submitted to the Mayor's Expenditure Forecast Committee for discussion and preliminary approval.
- The Board of Finance holds a public hearing and appropriates the available funding for the individual projects during the regular budget approval process.
- The Joint Board adopts the Capital Budget at its annual adoption meeting.
- The Capital Budget is then referred to the Planning Commission for approval under Section 8-24 of the Connecticut General Statutes.

The City has been preparing and approving its CIP for many years. However, this is the sixth year the CIP was approved with the operating budget. Basically, it was the desire of the Board of Finance to have the CIP process mirror, as closely as possible, the operating budget process.

Bond Counsel and the City agreed that the following procedures would take place to assist in the issuance of short and long term debt:

1. The City should be able to obtain all of the approvals necessary to authorize the issuance of debt as part of the Capital Budget approval process.
2. By the time the City prepares its Capital Budget for any given year, projects will fall into two categories: (a) those for which the City has the detailed information needed in order to prepare the borrowing authorizations for approval at the same time as the Capital Budget; and (b) those for which the City does not have the necessary information at the time they are included in the Capital Budget.
3. In order for Bond Counsel to prepare authorization documents it is necessary to have detailed descriptions of the project, any preliminary plans, budgets segregated by general expense categories, and a listing of sources of funding other than borrowing, such as grants.
4. In cases where the City has adequate supporting information when the Capital Budget is prepared, the City will send the information to Bond Counsel, so that they can draft the appropriation and bond resolutions which must be approved in addition to the Capital Budget and the resolution for the Planning Commission. The resolutions will be forwarded along with related documents to the City so that they can be approved at the same time the Capital Budget is adopted.

**Capital Budget - (continued)**

5. In situations where the City does not yet have the information Bond Counsel needs to prepare the bond resolutions, the City can still include the projects in the Capital Budget. However, the City should only expend funds for preliminary planning expenses until the borrowing authorizations are in place.
6. The projects must then be approved by the Planning Commission under Section 8-24 of the General Statutes, and then the project appropriations and bond resolutions must be approved by the Board of Finance and Joint Board.

***Funding Sources***

Limited City resources are available to fund requested capital projects. Among the major sources of funding that are considered are:

- Pay-as-you-go financing – costs are paid directly from current City revenues, such as taxes and/or accumulated fund balances;
- Grants – from other governments (Federal and State);
- Loan proceeds - from other governments (Federal and State);
- Debt financing – external funding through the issuance of general obligation debt in the capital market.

There are no hard-and-fast rules for determining a “good mix” of financing sources. These decisions are based on the characteristics (cost, timing, location) of the capital expenditure proposal, as well as on the financial analysis (fiscal capacity, requirements for operating purposes, debt service, and limitations on the revenue system), and finally, on historical, economic, and political constraints operating within the City.

It has been past practice that the City funds the Capital Budget (1) from the Local Capital Improvement Program grant from the State of Connecticut and (2) to appropriate the “drop off” amortization, in year-to-year debt service.

**Project Scheduling**

Urgency and feasibility dictates the initial field of projects for the Capital Budget. The end result is a sequential listing of projects that can be reasonably financed, designed, constructed, and implemented.

Capital planning and budgeting is an essential element of City financial management. The Capital Budget as well as the Capital Improvement Program represents the framework for decision making. It provides a forum to discuss and resolve the political choices that the City makes about what to build, where and when to build or buy it, and how much to spend for it.

**Capital Budget - (continued)**

**Capital Project Funds**

There are four Capital Project Funds utilized by the City to account for financial resources used for the acquisition or construction of major capital facilities (other than those financed by Proprietary Funds or Trust Funds). As previously mentioned on page 331, the Capital Budget represents the first year of the Capital Improvement Plan. The various Capital Project Funds are summarized below:

- **School Renovations Fund** – The City determined the need to renovate and upgrade all schools to meet the State Building Code requirements. The fund was originally established to renovate the two High Schools.
- **Capital Projects** – This fund is used to account for most City road, bridge, and sidewalk projects. The major projects in this fund are the infrastructure improvements, and bridge and street reconstruction.
- **Capital and Nonrecurring Funds** – These two funds were established for future City Capital and Non-Recurring projects as well as Water Pollution Control facilities.

**Capital Budget Highlights**

The 2012 Capital Budget includes projects that will enhance existing ongoing projects as well as upgrade facilities for continued usage.



**Pequabuck River in Rockwell Park**

One significant project to be undertaken in the 2012 Capital budget will be the stabilization of the Pequabuck River in Rockwell Park. This will be accomplished in an area that is prone to flooding and will allow the channeling of water flow to other areas of the park. In recent years the City has invested millions of dollars for the renovations of Rockwell Park and felt that this project needed to be accomplished to protect the investment made in that park as well as protect it from future flooding concerns.

A second project in Rockwell Park is the continuation of the main road repair that began last year. This project will replace drainage and provide a safe passage for vehicular traffic throughout the park.

**Capital Budget - (continued)**

The Casey Field Improvements project is the finalization of the E.G Stocks project started over seven years ago. This field provides the softball league with a place to play as well at little league in this section of the City. The funds in 2012 will supplement monies provided in the 2011 budget to complete the project. It is anticipated that the field be complete in the fall of 2011. Once completed, the project will have a newer parking lot, field lights for baseball, softball and midget football.

The Public Works projects consist on several road reconstruction projects on Willis Street and Everett Street. These projects will scarify, replace drainage, and overlay the various roads. Willis Street is the continuation of a previous project and will not make this entire road project complete.

Public Works is also in the final stages of the intersection improvements at the intersection of Church, Union, and South Streets. The majority of the funding will be provided by the Federal Government's transportation funds through the Central Connecticut Regional Planning Agency. The City has an obligation of 10% of all expenditures. The additional \$200,000 ensures that the project is 100% funded.

A final intersection project approved in 2012 is for Hillside Place. This project entails the reconstruction of the intersection of Hillside Place and Divinity Street in two locations. The proposed project will re-grade the intersections to provide for fire truck access and will include utility relocations and retaining walls. This will correct a public safety issue of fire trucks not being able to access the ten residential units on the street.

The City is required every ten years to update its plan of development. This document is an advisory document outlining future land use and conservation policies for the City. As a result, this multi-year project begins in the 2011-2012 budget with an allocation of \$20,000. The total project is estimated to cost \$100,000.

In order to grasp the entire roadway structure of the City, it is necessary to obtain an outside opinion on its road structures. As a result, the 2012 budget includes funding for a roadway pavement analysis. This analysis will provide the City with a computerized evaluation of the Citywide roadway pavement conditions and a scientific basis for roadway condition for inventorying and ranking the roads for prioritization of annual repairs.



**Transfer Station Construction**

The public works department is finalizing its transfer station upgrades and expects to be fully operational by the end of 2011. In order to be completely efficient in storing the recycling materials, a three sided building has been approved to handle these materials. The proposed building is approximately 50' x 100'.

## **Program Summaries- Capital Budget Summary**

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### **Capital Budget - (continued)**

Another project that is funded this year is the completion of the Single Stream Recycling Program. It is not anticipated to have a benefit until the 2012-2013 year. This program completes the implementation of the City-wide single stream recycling program and extends the existing program. This project allows the purchase of larger recycling containers for each residential unit and will require one automated solid waste truck for each new collection route. The new trucks replace the conventional recycling trucks. It is anticipated that once fully implemented in the 2012-2013 year, the program will have an operating budget savings discussed later under “Impact of Capital Budget on Operating Budget and Future.”

The Other City Buildings division of Public Works will receive funding for the upgrade to utility services at the Senior Center. The amount being financed is an additional \$2,160,700 to the previously approved \$2,207,500. This project was debated during the 2012 budget process due to the additional costs, and it was determined that this building will be utilized by the City for a longer period of time and that the code upgrades need to be done regardless of the City’s future use of the facility. The scope of this project will conduct upgrades to the electrical, plumbing, HVAC, and other systems as recommended by a study conducted on this building. The upgrades include design costs as well as technology being incorporated into the upgrades. In addition, a generator will be supplied to the facility to be used as an emergency shelter as well as fire sprinklers to meet code requirements.



**Douglas A. Beals Senior Community Center**

The final project funded in the 2012 capital budget is Water Pollution Control’s Redstone Hill Sanitary Sewer Replacement project. This project came to light during the 2012 budget process after heavy rains and snow melts caused significant infiltration into the sanitary sewers resulting in surcharging of the collection system. The surcharged system caused some residents to lose service for a period of time and others had to deal with wastewater backing up into their buildings. The intersection of Redstone Hill and Birch Street receives a significant amount of flow from the Julia Road pump station. The steep pipes coming down Redstone Hill have the capacity to convey the high storm flows and full pump capacity from the station. The piping that then runs in Redstone from Birch to Emmett were laid at a very flat slope and do not have adequate capacity to pass the flow. \$170,000 is included in the 2012 capital budget to address this project.

## Capital Budget Summary-

### Capital Budget - (continued)

#### Impact of 2012 Capital Budget

#### Impact of Capital Budget on Operating Budget and Future

The operating budget is directly impacted by the year-to-year Capital Budget and its project components. The 2012 budget has (6) projects approved for bonding for a total of \$5,190,700. In the chart below, estimated principal debt payments are shown for the projects approved in 2012. The principal payments assume that long term debt would be issued for 18 years. The 2012 budget reflects an operating savings in the longer term of \$255,000 for the single stream recycling effort. Presently, the City pays \$64.50 per ton of disposal for regular rubbish vs. \$30.00 for recycling. It is estimated that the City will save \$192,000 per year in collection costs by reducing the number of daily recycling collectors from four to three. There will be a reduction of capital outlay costs by reducing the number of vehicles, fuel costs and maintenance costs. The current costs are conservative estimates and will be greater into the future as the amount of tonnage would be reduced as well. The initial payback on this project is estimated to be 3.86 years. Other projects that will receive budgetary savings in the 2012 Capital budget are located in the Senior Center upgrades for utility costs. It is estimated that savings will occur in usage monitoring, updated equipment for utility outflow will result in an approximate savings of \$10,000 annually. The additional debt service as a result of the new projects will replenish the debt that is paid off, thus recycling the debt for these new projects. The impact, while showing \$288,000 in addition yearly debt, will be offset by the decline of debt service in the out years and will minimally impact the mill rate.

Project	FY 2012 Capital Budget		Annual Operating Budget Impact			
	Current Appropriation	Total Project Appropriation	Personnel Services	Other Operating Costs	Debt Service Cost**	Total
<b>Public Works</b>						
Church Street/Union Street/South Street Intersection Recons	\$200,000	\$610,300				\$0
Willis Street- Reconstruction Phase II	\$900,000	\$910,000			\$50,000	\$50,000
Roadway Pavement Analysis- Citywide	\$120,000	\$120,000				\$0
Everett Street Reconstruction	\$90,000	\$210,000				\$0
Update City Plan of Development	\$20,000	\$20,000		\$2,500		\$2,500
Transfer Station- Recycling Storage Building	\$200,000	\$200,000				\$0
Hillside Place Intersection Reconstruction	\$440,000	\$440,000			\$24,444	\$24,444
Single Stream Recycling- Phase II/III	\$800,000	\$1,300,000	(\$150,000)	(\$150,000)	\$44,444	(\$255,556)
Senior Center Infrastructure Upgrade Project	\$2,160,700	\$4,368,200		(\$10,000)	\$120,039	\$110,039
Redstone Hill Road Sanitary Sewer Replacement	\$170,000	\$170,000		(\$5,000)		(\$5,000)
<b>Subtotal Public Works</b>	<b>\$5,100,700</b>	<b>\$8,348,500</b>	<b>(\$150,000)</b>	<b>(\$162,500)</b>	<b>\$238,928</b>	<b>(\$73,572)</b>
<b>Parks &amp; Recreation</b>						
Casey Field Improvements	\$210,000	\$550,415	\$10,000	\$4,500	\$11,667	\$26,167
Pequabuck Rive Stabilization- Rockwell Park	\$680,000	\$750,000		(\$12,500)	\$37,778	\$25,278
Rockwell Park- Road Repairs	\$100,000	\$250,000		(\$5,000)		(\$5,000)
<b>Subtotal Parks &amp; Recreation</b>	<b>\$990,000</b>	<b>\$1,550,415</b>	<b>\$10,000</b>	<b>(\$13,000)</b>	<b>\$49,444</b>	<b>\$46,444</b>
<b>Total</b>	<b>\$6,090,700</b>	<b>\$9,898,915</b>	<b>(\$140,000)</b>	<b>(\$175,500)</b>	<b>\$288,372</b>	<b>(\$27,128)</b>

\*\* Cost for Debt service is estimated on a 18 year bond issue and only includes principal payments. This does not include debt that is coming off prior projects. This estimate is included for illustrative purposes only.

**Program Summaries-  
Capital Budget Summary**

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**Capital Budget - (continued)**

**Project Profiles**

Individual project profiles which have funds appropriated in fiscal year 2012 are presented below.

<b>Project Name: Parks Pequabuck River Stabilization Rockwell Park Project Number: 12-01</b>	
<b>Purpose:</b> To stabilize the Pequabuck River in Rockwell Park to reduce and prevent flooding.	
<b>Funding Source:</b>	Bonding
<b>Project Appropriations:</b>	\$680,000 FY 2012, \$70,000 Prior Appropriations, Total Cost \$750,000

<b>Project Name: Parks Rockwell Park Road Repairs Project Number: 12-02</b>	
<b>Purpose:</b> To repair and reconstruct the roadway in Rockwell Park.	
<b>Funding Source:</b>	State Grant- LoCIP
<b>Project Appropriations:</b>	\$100,000 FY 2012, \$150,000 Prior Appropriations, Total Cost \$250,000

<b>Project Name: Parks Casey Field Improvements Project Number: 12-04</b>	
<b>Purpose:</b> To construct fields and install lighting at Casey Field.	
<b>Funding Source:</b>	Bonding
<b>Project Appropriations:</b>	\$210,000 FY 2012, \$340,415 Prior Appropriations, Total Cost \$550,415

<b>Project Name: Public Works Church Street/Union Street/ South Street Intersection Reconstruction Project Number:12-06</b>	
<b>Purpose:</b> Reconstruction of the intersection of Union, Church, and South Streets	
<b>Funding Source:</b>	General Fund Cash
<b>Project Appropriations:</b>	\$200,000 FY 2012, \$410,300 Prior Appropriations, Total Cost \$610,300

**Capital Budget Summary-**

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**Capital Budget - (continued)**

<b>Project Name: Public Works Willis Street Reconstruction Phase II</b> <b>Project Number: 12-07</b>	
<b>Purpose:</b> Reconstruction of Willis Street from Northmount Rd to the Bristol/Wolcott town line.	
<b>Funding Source:</b>	Bonding
<b>Project Appropriations:</b>	\$900,000 FY 2012, \$10,000 Prior Appropriations, Total Cost \$910,000

<b>Project Name: Public Works Roadway Pavement Analysis Citywide</b> <b>Project Number: 12-08</b>	
<b>Purpose:</b> Computerized evaluation of roadway pavement conditions.	
<b>Funding Source:</b>	General Fund Cash
<b>Project Appropriations:</b>	\$120,000 FY 2012, Total Cost \$120,000

<b>Project Name: Public Works Everett Street Reconstruction</b> <b>Project Number: 12-10</b>	
<b>Purpose:</b> Reconstruction/ reclamation of roadway surface and installation of new curbing.	
<b>Funding Source:</b>	State Grant- LoCIP
<b>Project Appropriations:</b>	\$90,000 FY 2012, \$120,000 Prior Appropriations, Total Cost \$210,000

<b>Project Name: Public Works Update City Plan of Development</b> <b>Project Number: 12-12</b>	
<b>Purpose:</b> Update of the ten year plan of development and mandated by State statutes.	
<b>Funding Source:</b>	State Grant- LoCIP
<b>Project Appropriations:</b>	\$20,000 FY2012, \$80,000 Future Costs, Total Cost \$100,000

<b>Project Name: Public Works Transfer Station Recycling Storage Building</b> <b>Project Number: 12-13</b>	
<b>Purpose:</b> Construction of a metal- three sided building at the transfer station to store and handle recycling materials.	
<b>Funding Source:</b>	State Grant- LoCIP
<b>Project Appropriations:</b>	\$200,000 FY 2012, Total Cost \$200,000

**Program Summaries-  
Capital Budget Summary**

**Capital Budget - (continued)**

<b>Project Name: Public Works Hillside Place Intersection Reconstruction Project Number: 12-14</b>	
<b>Purpose: Reconstruction of intersection of Hillside Place and Divinity Street.</b>	
<b>Funding Source:</b>	Bonding
<b>Project Appropriations:</b>	\$440,000 FY 2012, Total Cost \$440,000
<b>Project Name: Public Works Single Stream Recycling Phase II Project Number: 12-15</b>	
<b>Purpose: To purchase one truck and barrels for the purpose to make the entire City single stream recycling routes.</b>	
<b>Funding Source:</b>	Bonding
<b>Project Appropriations:</b>	\$800,000 FY 2012, Prior Appropriations \$500,000, Total Costs \$1,300,000
<b>Project Name: Public Works Senior Center Infrastructure Upgrade Project Project Number: 12-16</b>	
<b>Purpose: Construction project to upgrade electrical, plumbing and HVAC systems at the Senior Center.</b>	
<b>Funding Source:</b>	Bonding
<b>Project Appropriations:</b>	\$2,160,700 FY 2012, Prior Appropriations \$2,207,500 Total Cost \$4,368,200
<b>Project Name: Water Pollution Control Redstone Hill Road Sanitary Sewer Replacement Project Number: 12-17</b>	
<b>Purpose: To alleviate flooding concerns and correct sanitary sewer flow on Redstone Hill Rd.</b>	
<b>Funding Source:</b>	Water Pollution Control Capital Non-Recurring Fund
<b>Project Appropriations:</b>	\$170,000 FY 2012, Total Cost \$170,000

**Capital Budget Summary-**

**CITY OF BRISTOL 2011-12 CAPITAL BUDGET  
FOR MAYOR'S CAPITAL EXPENDITURE FORECAST COMMITTEE  
APPROVED 3/21/11, 3/29/11 & 4/19/11  
BOARD OF FINANCE APPROVED 5/16/11, JOINT BOARD APPROVAL 6/2/11**

1	2	3	REQUEST			FUNDING SOURCE					12
			4	5	6	7	8	9	10	11	
Project #	Department	Project Name	Project Cost	Prior Appropriations	2011/2012 Request	2011/2012 Bonding	2011/2012 GF Cash	2011/2012 LOCIF	2011/2012 WPC CNR Fund	Future Costs	Totals
12-01	Parks	Pequabuck River Stabilization- Rockwell Park	750,000	70,000	680,000	680,000					750,000
12-02	Parks	Rockwell Park- Road Repairs	250,000	150,000	100,000			100,000			250,000
12-04	Parks	Casey Field Improvements	550,415	340,415	210,000	210,000					550,415
12-06	Public Works	Church Street/Union Street/South Street Intersection Reconstruction	610,300	410,300	200,000		200,000				610,300
12-07	Public Works	Wilks Street- Reconstruction Phase II	910,000	10,000	900,000	900,000					910,000
12-08	Public Works	Roadway Pavement Analysis- Citywide	120,000		120,000		120,000				120,000
12-10	Public Works	Everett Street Reconstruction	210,000	120,000	90,000			90,000			210,000
12-12	Public Works	Update City Plan of Development	100,000		20,000			20,000		80,000	100,000
12-13	Public Works	Transfer Station - Recycling Storage Building	200,000		200,000			200,000			200,000
12-14	Public Works	Hillside Place Intersection Reconstruction	440,000		440,000	440,000					440,000
12-15	Public Works	Single Stream Recycling- Phase II	1,300,000	800,000	500,000	500,000					1,300,000
12-16	Public Works	Senior Center Infrastructure Upgrade Project	4,368,200	2,207,500	2,160,700	2,160,700					4,368,200
12-17	PW- WPC	Redstone Hill Road Sanitary Sewer Replacement	170,000		170,000				170,000		170,000
			<b>\$9,978,915</b>	<b>\$3,608,215</b>	<b>\$5,790,700</b>	<b>\$5,190,700</b>	<b>\$320,000</b>	<b>\$410,000</b>	<b>\$170,000</b>	<b>\$80,000</b>	<b>\$9,978,915</b>

