



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Larry Wojciechowski, Finance Director

**DATE:** September 19, 2024

**RE:** Resolution 2024-27, as amended, adopting the Five-Year Capital Improvements Program for Fiscal Years 2023-2024 through 2027-2028 (fourth amendment).

### **SUMMARY:**

The following is a summary of the revisions to the Capital Improvements Program/CIP in FY 2024.

### **Budget Amendment #4 Modifications:**

Finance Department/Budget Office - Close the following completed projects – Total CIP Impact (\$278,786).

- City Hall Replacement Genset project (22PK04) – (\$29,583)
- Police Department Headquarters Chiller Replacement project (22PK05) – (\$13,947)
- City Hall Chiller Replacement project (22PK06) – (\$13,946)
- Building Security project (22PK10) – (\$26,429)
- Tennis Courts Replacements @ Fred Lee project (24PK08) – (\$618)
- Brush Truck Station 5 High-Water vehicle project (22FD07) – (\$50,168)
- Brush Truck Station 6 project (22FD01) – (\$130,060)
- NRWTP Grit System Rehab project (18WS16) – (\$14,035)

Community & Economic Development/Housing - Reverse the FY 2024 Budget Amendment #1 adjustment of the City Council approved purchase of two (2) CRU Golf Carts for the Police Department on 05/18/2023; remove budget from 001/General Fund (\$28,540) & add budget to 112/CDBG Fund \$28,540 – Net CIP Impact \$0.

Fire Department - Appropriate additional funding to the Fire Station #7 construction project (21FD02); Award of Bid IFB 30-0-2024; approved by City Council 08/01/2024 – CIP Impact \$2,040,954.

Fire Department - Budget Account Correction: Transfer funding of the Fire Station #7 construction

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project (21FD02) from capital account 6201/Buildings (\$6,477,737) to capital account 6501/Construction in Progress \$6,477,737 – Net CIP Impact \$0.

Fire Department - Appropriate additional funding to the Fire Engine Station #9 & Equipment project (24FD10) to outfit the Fire Apparatus with Fire/EMS equipment; approved by City Council 07/18/2024 – CIP Impact \$322,692.

Fire Department - Appropriate funding for Fire Emergency Vehicles and Training Equipment to include the following; approved by City Council 08/01/2024 – Total CIP Impact \$5,939,162.

- Three (3) High Water Mod Units
- Five (5) Squad Vehicles
- Four (4) Training Vehicles
- One (1) Fire Tender
- One (1) Emergency Response Vehicle

Parks & Facilities Department - Appropriate additional funding to the Riviera Dog Park project (21PR01); approved by City Council 07/11/2024 – CIP Impact \$40,000.

Parks & Facilities Department - Appropriate funding for the Evans Center to include four (4) parcels as follows: 1361 Florida Avenue NE; 2279 Pelham Street NE; 2271 Pelham Street NE; and 2263 Pelham Street NE; funding approved by City Council on 07/18/2024 via Resolution 2024-23 – CIP Impact \$475,364.

Police Department – Adjust funding of the CGBD-MIT CFHP Police Department Main Station project (21PD01) due to the second amendment to the Subrecipient Agreement of the Federally Funded Community Development Block Grant Mitigation Program (CDBG-MIT); approved by City Council 07/18/2024 – CIP Impact (\$375,321).

Public Works Department - Appropriate additional funding to the Babcock @ SJHP Widening project (21PW06) for Change Order #5; approved by City Council 08/01/2024 – CIP Impact \$1,195,000.

Public Works Department - Appropriate funding for the lease-to-purchase of six (6) portable traffic signals; approved by City Council 07/18/2024 – CIP Impact \$259,100.

Public Works Department - Appropriate funding for the purchase of three (3) steel doors for the Public Works Operation Building G; approved by City Council 07/11/2024 – CIP Impact \$135,516.

Utilities Department - Appropriate funding to purchase two (2) vans for the Utilities Electrical Technician I position; approved by City Council 08/01/2024 – CIP Impact \$24,070.

Utilities Department - Appropriate additional funding for water meter services; approved by City Council 08/01/2024 – CIP Impact \$250,000.

**Budget Transfers: Transfer of Funds Between Capital Projects/Accounts:**

*Utilities Department – Budget Transfer #113*

Transfer funds from capital account 6401/Machinery & Equipment (\$29,000) to capital account 6403/Light Vehicles \$29,000 due to increased cost of vehicle purchases – Net CIP Impact \$0.

*Utilities Department – Budget Transfer #121*

Transfer funding from capital account 6221/ Buildings, Plants & Facilities (\$11,000) to capital account 6401/Machinery & Equipment \$11,000 – account correction of incorrectly budgeted machinery/equipment for the NRWTP Sludge Blanket Ind. project (24WS16) – Net CIP Impact \$0.

*Public Works Department – Budget Transfer #123*

Transfer the following project funding from capital accounts 6315/Bike Pedestrian Facility (\$671,636) to capital accounts 6503/Land Improvement CIP \$671,636 - account correction of incorrectly budgeted funds – Net CIP Impact \$0.

- 23PW05/Wichita S/W Babcock Street – \$171,636 Portion
- 23PW06/Eldron S/W Diane – \$500,000 Portion

*Public Works Department – Budget Transfer #125*

Transfer funds from capital account 6304/Road Maintenance (\$55,600) to capital account 6401/Machinery & Equipment \$55,600 for the purchase of a Hot Asphalt Transport Trailer – Net CIP Impact \$0.

*Public Works Department – Budget Transfer #133*

Transfer funds from capital accounts 6401/Machinery & Equipment (\$9,500) and 6403/Light Vehicles (\$3,397) to capital account 6403/Light Vehicles \$12,897 (Division Change) due to increased cost of vehicle purchases – Net CIP Impact \$0.

*Utilities Department – Budget Transfer #134*

Transfer funding from capital account 6221/Plant & Facilities (\$54,500) to capital account 6502/Infrastructure \$54,500 – account correction of incorrectly budgeted funding for the NRWTP Emerg Pond Eval project (24WS40) – Net CIP Impact \$0.

Transfer funding from capital account 6327/Lift Station (\$750,000) to capital account 6502/Infrastructure \$750,000 – account correction of incorrectly budgeted funding for the Permanent Bypass Pump project (22WS05) – Net CIP Impact \$0.

Transfer funding from capital account 6407/IS Related Projects (\$56,900) to capital account 6221/Plant & Facilities \$56,900 – account correction of incorrectly budgeted funding for the Well SCADA Upgrades project (22WS08) – Net CIP Impact \$0.

Transfer funding from capital account 6325/Collection & Transmission (\$383,000) to capital account 6502/Infrastructure \$383,000 – account correction of incorrectly budgeted funding for the SRWRF Reclaimed Water MLE project (23WS04) – Net CIP Impact \$0.

Transfer the following project funding from capital accounts 6324/Transmission & Distribution (\$1,260,000) to capital accounts 6502/Infrastructure \$1,260,000 – account correction of incorrectly budgeted funding – Total Net CIP Impact \$0.

- 24WS14/12" Loop Malabar Rd – \$360,000 Portion
- 24WS41/12"to16" Force Main Exp – \$900,000 Portion

*Utilities Department – Budget Transfer #135*

Transfer the following project funding from capital accounts 6324/Transmission & Distribution (\$395,798) to capital accounts 6502/Infrastructure \$395,798 – account correction of incorrectly budgeted funding – Total Net CIP Impact \$0.

- 19WS15/Garvey Road WM Line Extension – \$202,399 Portion
- 22WS27/8" Water Main Loop Eldron – \$193,399 Portion

Transfer funding from capital account 6325/Collection & Transmission (\$1,267,489) to capital account 6502/Infrastructure \$1,267,489 – account correction of incorrectly budgeted funding for the Sanitary Sewer Lining Program project (20WS11) – Net CIP Impact \$0.

*Utilities Department – Budget Transfer #136*

Transfer funding from capital account 6324/Transmission & Distribution (\$246,744) to capital account 6502/Infrastructure \$246,744 – account correction of incorrectly budgeted funding for the Public Works Utilities Relocation project (19WS02) – Net CIP Impact \$0.

Transfer funding from capital account 6325/Collection & Transmission (\$72,565) to capital account 6502/Infrastructure \$72,565 – account correction of incorrectly budgeted funding for the Public Works Utilities Relocation project (19WS02) – Net CIP Impact \$0.

*Police Department – Budget Transfer #144*

Transfer funding from capital account 6408/Capital Emergency Radios (\$4,000) to capital account 6401/Machinery & Equipment \$4,000 – account correction of incorrectly budgeted funding – Net CIP Impact \$0.

**Budget Transfers: Added/Removed Capital Projects, Addition/Reduction of Funding:**

*Utilities Department – Budget Transfer #107*

Transfer funding from capital account 6327/Lift Stations to non-capital account 4632/Lift Station Repairs as funding cannot be capitalized – CIP Impact (\$20,000).

*Utilities Department – Budget Transfer #109*

Transfer the following project funding from capital accounts 6221/Buildings, Plants & Facilities to non-capital accounts 4623/Building Repairs as funding cannot be capitalized – Total CIP Impact (\$208,500).

- 24WS33/SRWTP Paint Coat Maintenance – (\$200,000)
- 24WS34/SRWTP Floor Replacement – (\$8,500)

Transfer the following project funding from capital accounts 6221/Buildings, Plants & Facilities to non-capital accounts 4639/Other Repair & Maintenance as funding cannot be capitalized – Total CIP Impact (\$104,500).

- 24WS06/NRWTP PH Acid Feed Control – (\$6,000)
- 24WS07/NRWTP Chlorine Analyzer – (\$25,000)
- 24WS15/NRWTP Booster Pump – (\$7,500)
- 24WS28/NRWTP Waste Pump Spare – (\$50,000)
- 24WS31/NRWTP Polymer Neat Tank – (\$16,000)

Transfer the following project funding from capital accounts 6221/Buildings, Plants & Facilities to non-capital accounts 4635/Other Utility Appur. Repairs as funding cannot be capitalized – Total CIP Impact (\$82,000).

- 24WS08/SRWTP Caustic Pump Rep – (\$20,000)

- 24WS25/NR Surge Arrestor Units – (\$27,000)
- 24WS27/NRWRF RAS Pump Spare – (\$35,000)

*Utilities Department – Budget Transfer #110*

Transfer the following project funding from capital accounts 6221/Buildings, Plants & Facilities to non-capital accounts 4623/Building Repairs as funding cannot be capitalized – Total CIP Impact (\$158,000).

- 24WS35/NRWTP Lab Door Replacement – (\$8,000)
- 24WS36/NRWTP Paint Coat Maintenance – (\$50,000)
- 24WS39/NRWTP Paint Coat Maintenance – (\$100,000)

Transfer the following project funding from capital account 6221/Buildings, Plants & Facilities to non-capital account 4635/Other Utility Appur. Repairs as funding cannot be capitalized – Total CIP Impact (\$50,000).

- 24WS38/NRWRF LS Control Panel Rehab– (\$50,000)

Transfer the following project funding from capital account 6221/Buildings, Plants & Facilities to non-capital account 4639/Other Repair & Maintenance as funding cannot be capitalized – Total CIP Impact (\$30,000).

- 24WS37/NRWTP Sludge Transfer Pump– (\$30,000)

*Utilities Department – Budget Transfer #121*

Transfer the following project funding from capital account 6221/Buildings, Plants & Facilities to non-capital account 4635/Other Utility Appur. Repairs as funding cannot be capitalized – Total CIP Impact (\$216,733).

- 24WS10/SRWTP ATS Replace & Gen – (\$216,733)

Transfer the following project funding from capital accounts 6221/Buildings, Plants & Facilities to non-capital accounts 4639/Other Repair & Maintenance as funding cannot be capitalized – Total CIP Impact (\$151,653).

- 24WS17/NRWTP RAS Pump Valve – (\$15,000)
- 24WS20/NRWTP Recycle Pond Liner – (\$136,653)

Transfer the following project funding from capital account 6324/Transmission & Distribution to non-capital account 3121/Engineering Services as funding cannot be capitalized – Total CIP Impact (\$105,000).

- 24WS24/Water Distribution UDF – (\$105,000)

Transfer project funding from capital account 6401/Machinery & Equipment (\$50,000) for project 24WS32/Motor Refurbishment to the following non-capital accounts as funding cannot be capitalized: 4635/Other Utility Appurt. Repairs and 4639/Repair & Maintenance Services – Net CIP Impact (\$50,000).

*Public Works Department – Budget Transfer #123*

Transfer the following project funding from capital accounts 6316/Traffic Control Devices to non-capital accounts 4637/Signal Maintenance as funding cannot be capitalized – Total CIP Impact (\$100,000).

- 23PW03/Signal Respan Port Malabar & Clearmont – (\$50,000)
- 23PW04/ Signal Respan Port Malabar & Holidia – (\$50,000)

*Utilities Department – Budget Transfer #134*

Transfer project funding from capital account 6324/Transmission & Distribution for project 21WS22/Eaglerock WM Loop/Upgrade to non-capital accounts 4633/Water System Repair as funding cannot be capitalized – Net CIP Impact (\$19,435).

*Utilities Department – Budget Transfer #135*

Transfer project funding from capital account 6318/Water Wells for project 23WS19/Well Rehabilitation to non-capital account 4631/Well Rehab & Maintenance as funding cannot be capitalized – Net CIP Impact (\$461,225).

Transfer project funding from capital account 6201/Buildings for project 24WS12/NRWWTTP Warehouse Rehab to non-capital account 4639/Other Repair & Maintenance as funding cannot be capitalized – Net CIP Impact (\$75,000).

Transfer project funding from capital account 6221/Plant & Facilities for project 19WS12/NRWTP Sludge Handling to non-capital account 3121/Engineering Services as funding cannot be capitalized – Net CIP Impact (\$103,000).

Transfer project funding from capital account 6201/Buildings for project 23WS11/Building/Structure Access & Rehab to non-capital account 4623/Building Repairs as funding cannot be capitalized – Net CIP Impact (\$50,000).

*Utilities Department – Budget Transfer #136*

Transfer project funding from capital account 6325/Collection & Transmission for project

18WS08/ARV Upgrade Program to non-capital account 4639/Other Repair & Maintenance as funding cannot be capitalized – Net CIP Impact (\$143,474).

Transfer the following project funding from capital accounts 6327/Lift Station to non-capital accounts 4632/Lift Station Repair as funding cannot be capitalized – Total CIP Impact (\$1,127,950).

- 18WS10/Lift Station RTU Replacement – (\$154,968)
- 18WS11/LS Electrical Panel Replacement – (\$604,532)
- 18WS21/Lift Station Rehab Program – (\$368,450)

Transfer project funding from capital account 6324/Transmission & Distribution for project 19WS13/Fire Hydrant Replacements to non-capital account 4633/Water System Repair as funding cannot be capitalized – Net CIP Impact (\$78,651).

Transfer the following project funding from capital accounts 6325/Collection & Transmission to non-capital accounts 4634/Water System Repairs as funding cannot be capitalized – Total CIP Impact (\$716,482).

- 21WS07/Sewer System Repair/Replacement – (\$516,482)
- 23WS12/Sanitary Sewer Assessment – (\$200,000)

Transfer project funding from capital account 6322/Meter Services for project 21WS18/Dual Check Replacement Program to non-capital account 4639/Other Repair & Maintenance as funding cannot be capitalized – Net CIP Impact (\$153,227).

*Fire Department – Budget Transfer #151*

Transfer Fire Station #7 equipment funding from capital account 6401/Capital Machinery & Equipment to non-capital account 5220/Operating Equipment as funding cannot be capitalized – Net CIP Impact (\$77,840).

*Public Works Department – Budget Transfer #155*

Transfer project funding from capital account 6309/Drainage Projects for project 24SU09/Yukon Street @ C-50 Pipe Replacement to non-capital account 4648/Stormwater System Repairs as funding cannot be capitalized – Net CIP Impact (\$100,000).

**REQUESTING DEPARTMENTS:**

Finance



**FISCAL IMPACT:**

Refer to Exhibit A for Capital Improvement Program impacting details.

**STAFF RECOMMENDATION:**

Motion to adopt, by Resolution, the fourth amendment to the FY 2024 Capital Improvements Program.

**ATTACHMENTS:**

1. Resolution CIP #4 Amendment
2. Exhibit A - FY 24 Fourth CIP Project Detail Summary