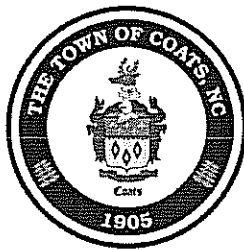


MANAGEMENT

Town Manager, Kenneth C. Cole
Town Attorney, Alton Bain
Chief of Police, Matthew Hall
Public Works Director, Gary Denton
Town Clerk, Karen Wooten
Recreation Director, Mike Collins



GOVERNING BOARD

Mayor Walter Weeks
Mayor Pro Tem Dr. Linda Robinson
Commissioner JC Allen
Commissioner Jerry Beasley
Commissioner Allen Mosby
Commissioner Don Pleasant

Work Session/Retreat
March 2, 2013, 8:00am
Central Harnett Hospital (Boardroom), Lillington

- * A light Breakfast will be served.
- * 15 Minute Break at 10:00 am

A. 2013-2014 Budget Discussion

1. Items of Consideration
2. Departmental Discussions with the Board

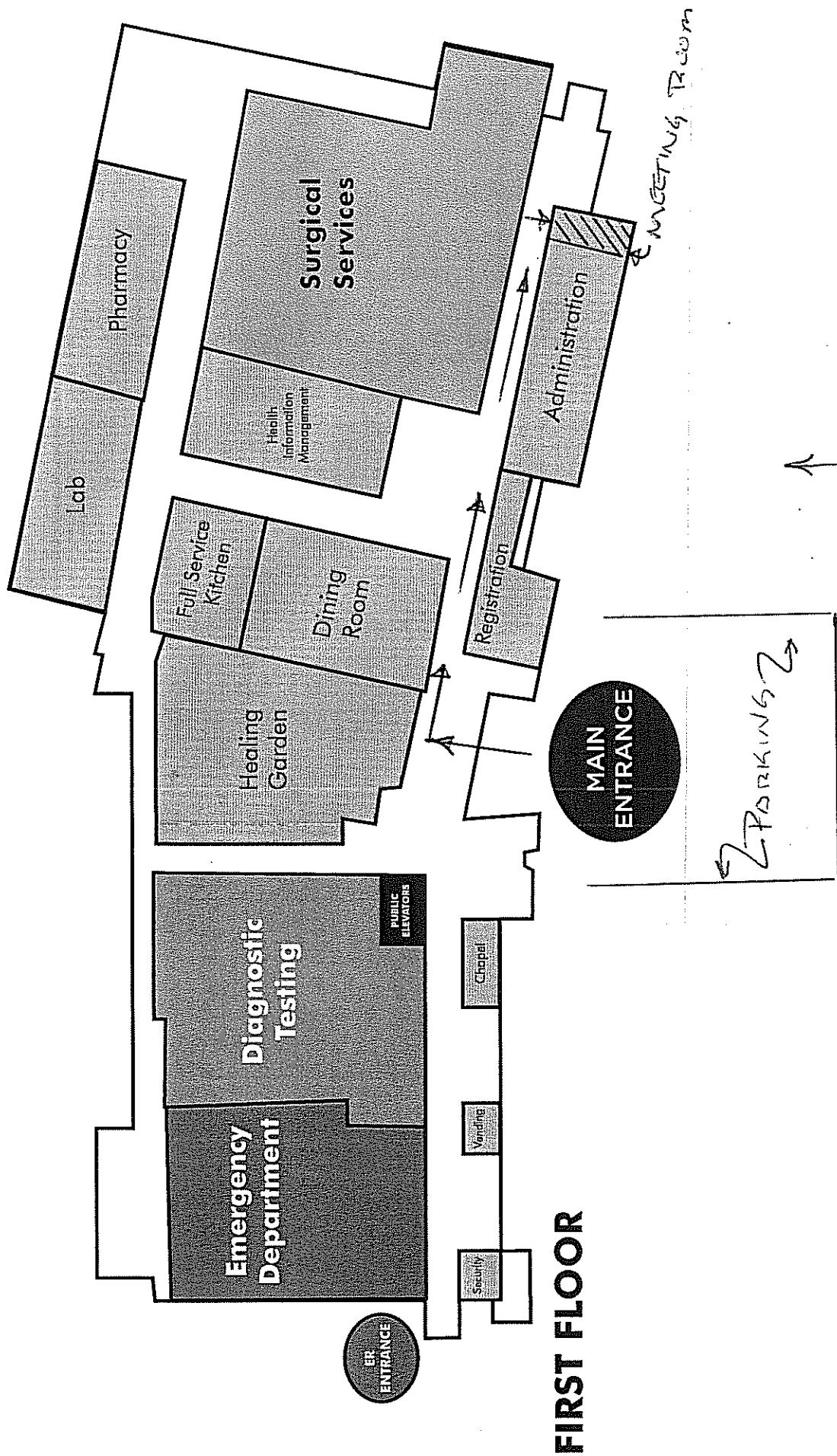
B. Commissioner Budget Goals/Priorities

C. Review of the Capital Improvement Program

D. Discussion of Street Lighting along NC 27 and 55

E. Listing of Town Hall Property

F. Adjourn



Harnett Health
Central Harnett Hospital

Work Session/Retreat

March 2, 2013, 8:00am

Central Harnett Hospital (Boardroom), Lillington

A. 2013-2014 Budget Discussions

The budget process is the methodology through which tax funds are administered. The budget process is concerned with the allocation of available resources (people, money and equipment) among alternative and competing activities and work programs. It also represents the decisions made with respect to:

- The quality and quantity of activities, work programs and improvements to be undertaken; and
- The financing of these activities, work programs and improvements. The budget therefore is more than a financial document. It represents the process through which policy is made and put into effect. It should also be remembered that planning, coordination and control are the objectives of budgeting.

The Board of Town Commissioners, in reviewing the budget, has an opportunity to judge the adequacy of the proposed objectives, activities and programs and to establish the level of service to be rendered during the next fiscal year. The Board can also compare the need for services. The adoption of the budget is one of the most important aspects relating to policy-making decisions undertaken by the Board. As such, it is the responsibility of all persons involved in the budget preparation process to provide the most meaningful and accurate information.

In reference to the Budget calendar, all departments will be submitting their budgets to the manager by March 15th. We will take this time at our retreat to discuss upcoming issues that will or could affect the financial status or levels of service offered by the Town and have discussions with our department heads. I am requesting that all Board Members review the attached tentative Budget Calendar.

1. Items of Consideration

Budget dynamics can change drastically from year to year.

For the 2013-14 budget the following items will need consideration:

- (a). Unemployment Cost
- (b). Liability and Workers Comp Claims
- (c). Rising Health Insurance Premiums
- (d). Schedule of Debt Payments
- (e). Capital Improvements
- (f). Change in Revenues
- (g). COLA(Cost of Living Adjustment)

2. Department Discussions with the Board

- (a). Parks & Recreation-Mike Collins
- (b). Library – Rebecca Dallamura
- (a). Police Department – Mathew Hall
- (b). Public Works – Gary Denton

B. Budget Goals for 2013-14

Our retreat this year is like last year's, that is, it is somewhat two fold by combining budget discussions with goals and visions. The primary focus is to establish new goals and direction for the upcoming fiscal year and identify means by which they can be accomplished. Often goals set by this board can lead to certain levels of funding. As you know, funding is one of the finite resources available to the Town, such goals and objectives should be prioritized.

At the beginning of the retreat, it can be of great benefit to identify other objectives that Board members or other participates would like to see accomplished. This process should lead to clearer direction setting for Management and Staff. We emailed each Board Member a list of questions that will be discussed.

C. Review of the Capital Improvement Plan

The Capital Improvement Plan (CIP) is a five year plan identifying the Town's capital outlay and improvement needs. By providing a planned schedule of public improvements, the CIP outlines present and future public needs and priorities. A capital improvement is defined as any expenditure for equipment, buildings, infrastructure, land acquisition, plan or project in which the cost exceeds \$5,000 and the estimated useful life is greater than 5 years.

Through the budget process there will a number of projects, policies, programs and/or purchases that will not be funded. This is of course due to the fact the Town has limited resources that prevent the funding of all items within one fiscal year. It is still important that each of these items be discussed regardless of the lack of available funding.

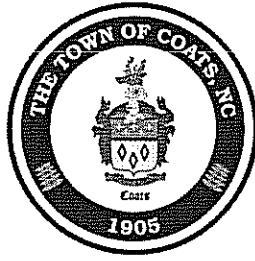
Even though an item may not be funded for this upcoming year, it can be placed on the CIP and a plan for funding can begin. Attached you will find an ***updated draft*** of the Five Year CIP for the Town. The only addition to the CIP is the addition of a sidewalk to Coats Elementary School. I would request that the Board consider a ranking method for prioritizing our Projects/Purchases during our retreat.

D. Listing of Town Hall Property

As we have discussed in our past meetings, consideration must be given to the disposal of our current Town Hall. The new Town Hall is scheduled to be completed by March 14th. We have two methods of disposal: Sealed Bids and Public Auction for discussion.

E. Discussion of Town Street lighting

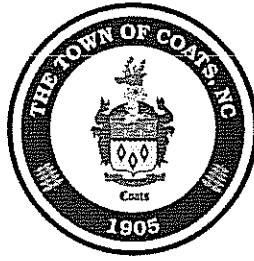
This item was requested to be placed on our retreat agenda. Several Board members have requested that the street lighting be improved along McKinley Street. I have been in contact with Progress Energy and they will provide me a price quote for discussion.



Town of Coats

FISCAL YEAR 2013 -14 BUDGET CALENDAR

March 2	Retreat/Work Session - Introduction of Procedures
March 15	All Final Budget Request from Town Departments due to Manager.
May 9	<i>Regular Scheduled Meeting</i> - Submission of Budget and Budget Message to Board of Commissioners.
May 20	<i>Special Called Meeting</i> (Budget Work Session): 6:00 pm (Other work sessions to be arranged at the Board's request).
June 13	<i>Regular Scheduled Meeting</i> - Public Hearing on FY 13-14 Budget
June 20	<i>Special Called Meeting</i> - Adoption of Budget Ordinance



TOWN OF COATS
CAPITAL IMPROVEMENT PLAN
2013-2014

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INTRODUCTION

DEFINITION: The Capital Improvement Plan (CIP) is a five year plan identifying the Town's capital outlay and improvement needs. By providing a planned schedule of public improvements, the CIP outlines present and future public needs and priorities. A capital improvement is defined as any expenditure for equipment, buildings, infrastructure, land acquisition, plan or project in which the cost exceeds \$5,000 and the estimated useful life is greater than 5 year.

CAPITAL IMPROVEMENT PLAN PROCESS: Capital project planning is an ongoing process. Each year the CIP document is updated. The need or idea for capital improvements can originate from the Mayor, Board, Citizens or Town staff. These items are compiled into this document and presented to the Board of Commissioners each year. Through the annual planning retreat and work session(s), the Board focuses on prioritizing the first year's expenditures. Once the CIP is approved, it outlines the Town's official commitment to funding these expenditures in the upcoming budget. During the annual budget process in the spring, the first year projects are refined and a financing plan is put into place within the Budget to fund those expenditures.

FUNCTIONS OF THE CIP: A CIP must be updated each year. Adopting a CIP does not end with the first year. Changing needs and priorities, emergencies, cost changes, mandates and changes in technology all require the CIP to be updated annually. The Town's public facilities, streets, parks, infrastructure, equipment, etc., are constantly in need of repair, replacement or expansion. A growing population will require additional or new facilities. These reasons require that the CIP be updated to maintain the financial solidity of the Town. The CIP achieves the following objectives as a component of the Town's budget and financial planning process:

- Reduces the need for "crash programs" to finance the construction of Town facilities.
- Focuses attention on community goals, needs and capabilities.
- Achieves optimum use of taxpayer dollars.
- Guides future community growth and development.
- Advance planning ensures that projects are well thought out in advance of construction.
- Provides for the orderly replacement of capital expenditures.
- Encourages a more efficient governmental administration as well as maintains a sound and stable financial program.

THE CIP UPDATE: The document that follows is the update to the CIP and covers the five (5) fiscal years 2013-14 through 2017-18. This document contains capital expenditure requests from each department/division for items over \$5,000 and generally have a useful life of five (5) years or more.

This section of the CIP includes a description of the prioritization system, a summary by funding level for the fiscal year 2013-14 and a summary by department/division and fund for each of the five fiscal years. The remainder of the document contains summary information for each department/division with supporting information on capital project request forms.

PRIORITIZATION SYSTEM

PRIORITIZATION MATRIX: The priority system includes a matrix shown below. This system was developed to assist in the setting of priorities for capital expenditures because not all requests can be funded in any given year due to budgetary constraints.

Criteria	Priority		
	High	Medium	Low
	1	Level A	
	2	Level B	
	3		
	4	Level C	

The matrix contains a measure of priority on the horizontal axis and a determination of criteria category on the vertical axis. **Priorities** of the capital projects are measured as high, medium or low as follows:

- HIGH:** Project mandated by local, state, or federal regulations, or
Project is a high priority of the Town Board, or
Project substantially reduces losses or increases revenues.
- MEDIUM:** Project maintains existing service levels, or
Project results in better efficiency or service delivery, or
Project reduces operational costs, or
Project improves work force morale.
- LOW:** Project is not mandated, or
Project improves service levels, or
Project improves quality of life.

CRITERIA CATEGORIES:

- I. **Health/Safety/Welfare** - projects that protect the health, safety and welfare of the community and the employees serving it.
- II. **Maintenance/Replacement** - projects that provide for the maintenance of existing systems and equipment.
- III. **Expansion of Existing Programs** - projects which enhance the existing systems and programs allowing for expansion of existing services.
- IV. **Expansion of New Programs** - projects that allow for expansion into new programs and services.

LEVEL OF FUNDING: The grid is further divided into levels:

- Level A - highest consideration for funding,
- Level B - moderate consideration,
- Level C - least consideration for funding resources.

Capital Improvement Plan
FUNDING SUMMARY

DIVISION DESCRIPTION	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	TOTALS
USES:						
GENERAL FUND:						
PUBLIC WORKS	\$80,000	\$0	\$0	\$150,000	\$0	\$230,000
RECREATION	\$14,000	\$28,000	\$18,000	\$18,000	\$0	\$78,000
PUBLIC SAFETY	\$31,400	\$62,800	\$62,800	\$32,500	\$32,500	\$222,000
LIBRARY	\$3,950	\$6,950	\$0	\$0	\$0	\$10,900
ADMINISTRATION	\$0	\$0	\$0	\$0	\$0	\$0
PLANNING	\$0	\$0	\$0	\$0	\$0	\$0
	\$129,350	\$97,750	\$80,800	\$200,500	\$32,500	\$540,900
WATER FUND:						
WATER	\$350,000	\$180,000	\$250,000	\$6,000	\$0	\$786,000
	\$350,000	\$180,000	\$250,000	\$6,000	\$0	\$786,000
SOLID WASTE :						
FUND						
SOLID WASTE	\$125,000	\$0	\$0	\$0	\$0	\$125,000
	\$125,000	\$0	\$0	\$0	\$0	\$125,000
TOTAL USES:	\$604,350	\$277,750	\$330,800	\$206,500	\$32,500	\$1,451,900
SOURCES:						
GRANT FUNDS	\$15,200	\$30,400	\$30,400	\$16,750	\$16,750	\$109,500
INST./PURCHASE	\$571,200	\$212,400	\$282,400	\$189,750	\$15,750	\$1,271,500
RESERVES	\$17,950	\$34,950	\$18,000	\$0	\$0	\$70,900
OTHER SOURCES(TBD)	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL SOURCES:	\$604,350	\$277,750	\$330,800	\$206,500	\$32,500	\$1,451,900

Capital Improvement Plan
FUNDING LEVEL SUMMARY
 FISCAL YEAR 2013-2014

DEPARTMENT/Division	PROJECT DESCRIPTION	PROIRITY TYPE	CAPITAL COST
General Fund			
<u>LEVEL A:</u>			
LIBRARY	HVAC REPLACEMENT	H2	\$3,950
PUBLIC SAFTY	VEHICLE REPLACEMENT	H2	\$31,400
PUBLIC WORKS	SIDEWALK TO SCHOOL	H2	\$40,000
<u>LEVEL B:</u>			
PUBLIC WORKS	LEAF TRUCK	M2	\$40,000
RECREATION	PARKING LOT REPAVING	M2	\$14,000
Total General Fund			\$129,350
Solid Waste Fund			
<u>LEVEL B:</u>			
SOLID WASTE	KNUCKLEBOOM TRUCK	M2	\$125,000
Total Solid Waste Fund			\$125,000
Water Fund			
<u>LEVEL A:</u>			
WATER	HWY 55 REPLACEMENT	H1	\$350,000
Total Water Fund			\$350,000
TOTAL:			\$604,350

**CAPITAL IMPROVEMENT PLAN
APPENDIX**

Capital Improvement Plan
PUBLIC WORKS SUMMARY

PROJECT DESCRIPTION	PRIORITY/ TYPE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	TOTALS
1 STREET SWEEPER	L3	\$0	\$0	\$0	\$150,000	\$0	\$150,000
2 LEAF TRUCK	M2	\$40,000	\$0	\$0	\$0	\$0	\$40,000
3 SIDEWALK TO SCHOOL	H1	\$40,000	\$0	\$0	\$0	\$0	40,000
TOTALS		\$80,000	\$0	\$0	\$150,000		\$230,000

- Priority definitions:
- H High
 - M Medium
 - L Low
- Program type:
- 1 Health/Safety/Welfare
 - 2 Maintenance/Replacement
 - 3 Existing programs expansion
 - 4 New programs expansion

CAPITAL PROJECT REQUEST FORM

CIP FY 2013 - 2018

DEPARTMENT

PUBLIC WORKS

SUBMITTED BY

Gary Denton

DATE

May, 2012

1. PROJECT TITLE

Street Sweeper

2. TYPE OF PROJECT

- ☐ 1 - Health/Safety/Welfare
- ☐ 2 - Maintenance/Replacement
- ☐ 3 - Existing Programs Expansion
- ☒ 4 - New Programs

3. PROJECT DESCRIPTION

This is the purchase of a Street Sweeper for the Public Works Department.

4. JUSTIFICATION (Attach additional information if needed)

The Town maintains 15 miles of streets. A street sweeper is needed to keep the streets clean and remove sediment, trash, debris and leaves from the road runoff before this material gets carried into the drainage system via stormwater runoff. Removing this material from the street surface is much easier and more efficient than trying to remove it once it is inside the network of pipes and ditches. All this debris can also clog the drainage system causing water to flood streets or private property. In addition, keeping this debris out of our drainage system also keeps it from polluting our creeks and streams.

5. DEPARTMENTAL PRIORITY

Budget year to be funded: 2016-17

Priority:

6. PROJECT ALTERNATIVES

Continue borrowing the Town of Erwin's Sweeper when not in use.

7. CAPITAL COST BY YEAR:

Prior to July, 2013

FY2013-14	
FY2014-15	
FY2015-16	
FY2016-17	\$150,000
FY2017-18	
TOTAL	\$150,000

Beyond 2017-18

8. CAPITAL COST BREAKDOWN:

Planning & Engineering	
Purchase	\$150,000
Construction	
Miscellaneous	
Other	
TOTAL	\$150,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues; Installment Purchase

10 OTHER COMMENTS/OPERATING IMPACT

Proper maintenance on our streets. Sweeping prevents problems with storm drains and ditches.

CAPITAL PROJECT REQUEST FORM

CIP FY 2013 - 2018

DEPARTMENT

PUBLIC WORKS

SUBMITTED BY

Gary Denton

DATE

May, 2012

1. PROJECT TITLE

Leaf Truck

2. TYPE OF PROJECT

1 - Health/Safety/Welfare

X 2 - Maintenance/Replacement

3 - Existing Programs Expansion

4 - New Programs

3. PROJECT DESCRIPTION

Replacement of Leaf Truck for the Public Works Department.

4. JUSTIFICATION (Attach additional information if needed)

This is the replacement of our existing 1991 GMC SL Sierra one ton flatbed dump truck.
This truck is a light duty truck that is use for pulling the chipper and the leaf machine.
This truck needs to be replaced with a heavier duty truck. The truck has 97,893 miles.

5. DEPARTMENTAL PRIORITY

Budget year to be funded:

2013-14

Priority:

6. PROJECT ALTERNATIVES

None

7. CAPITAL COST BY YEAR:

Prior to July, 2013

FY2013-14 \$40,000

FY2014-15

FY2015-16

FY2016-17

FY2017-18

TOTAL \$40,000

Beyond 2017-18

8. CAPITAL COST BREAKDOWN:

Planning & Engineering

Purchase

Construction

Miscellaneous

Other

TOTAL

\$40,000

\$40,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues; Installment Purchase

10 OTHER COMMENTS/OPERATING IMPACT

This vehicle is showing excessive wear due to the high volume of usage.

CAPITAL PROJECT REQUEST FORM

CIP FY 2013 - 2018

DEPARTMENT

PUBLIC WORKS

SUBMITTED BY

Gary Denton

DATE

February, 2013

1. PROJECT TITLE

Sidewalk - School

2. TYPE OF PROJECT

☒ 1 - Health/Safety/Welfare
☐ 2 - Maintenance/Replacement
☐ 3 - Existing Programs Expansion
☒ 4 - New Programs

3. PROJECT DESCRIPTION

This is the construction of 3000lf of side walk to Coats Elementary School.

4. JUSTIFICATION (Attach additional information if needed)

Starting a Safe Routes to School (SRTS) program is an opportunity to make walking and bicycling to school safer and more accessible for children, including those with disabilities, and to increase the number of children who choose to walk and bicycle. On a broader level, SRTS programs can enhance children's health and well-being, ease traffic congestion near the school and improve air quality and improve community members' overall quality of life.

5. DEPARTMENTAL PRIORITY

Budget year to be funded: 2013-14

Priority: H1

6. PROJECT ALTERNATIVES

None

7. CAPITAL COST BY YEAR:

Prior to July, 2013

FY2013-14 \$40,000

FY2014-15

FY2015-16

FY2016-17

FY2017-18

TOTAL \$40,000

Beyond 2017-18

8. CAPITAL COST BREAKDOWN:

Planning & Engineering

Purchase

Construction

Miscellaneous

Other

TOTAL

\$0

\$40,000

\$40,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues; Installment Purchase; SRTS Funding

10 OTHER COMMENTS/OPERATING IMPACT

Capital Improvement Plan
RECREATION SUMMARY

PROJECT DESCRIPTION	PRIORITY/ TYPE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	TOTALS
1 PARKING LOT REPAVING	M2	\$14,000	\$14,000	\$18,000	\$0	\$0	\$46,000
2 VEHICLE REPLACEMENT	M2	\$0	\$0	\$0	\$18,000	\$0	18,000
3 MAIN STREET PARK	L3	\$0	\$14,000	\$0	\$0	\$0	14,000
TOTALS		\$14,000	\$28,000	\$18,000	\$18,000	\$0	\$78,000

- Priority definitions:
- H High
 - M Medium
 - L Low
- Program type:
- 1 Health/Safety/Welfare
 - 2 Maintenance/Replacement
 - 3 Existing programs expansion
 - 4 New programs expansion

CAPITAL PROJECT REQUEST FORM

CIP FY 2013 - 2018

DEPARTMENT

PARKS AND RECREATION

SUBMITTED BY

Mike Collins

DATE

May, 2012

1. PROJECT TITLE

Parking Lot Paving

2. TYPE OF PROJECT

1 - Health/Safety/Welfare

X 2 - Maintenance/Replacement

3 - Existing Programs Expansion

4 - New Programs

3. PROJECT DESCRIPTION

Repaving and restriping of approximately 5080 SY of I-1 Asphalt at Coats Park

4. JUSTIFICATION (Attach additional information if needed)

Due to the age and condition of the asphalt parking areas, attention must be given to extend the life of the parking lot. The paving will be completed in three different phases.

5. DEPARTMENTAL PRIORITY

Budget year to be funded:

2013-2015

Priority:

6. PROJECT ALTERNATIVES

None

7. CAPITAL COST BY YEAR:

Prior to July, 2013	\$0
FY2013-14	\$14,000
FY2014-15	\$14,000
FY2015-16	\$18,000
FY2016-17	
FY2017-18	
TOTAL	\$46,000
Beyond 2017-18	

8. CAPITAL COST BREAKDOWN:

Planning & Engineering	\$0
Purchase	\$46,000
Construction	\$0
Miscellaneous	\$0
Other	\$0
TOTAL	\$46,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues

10 OTHER COMMENTS/OPERATING IMPACT

None

CAPITAL PROJECT REQUEST FORM

CIP FY 2013 - 2018

DEPARTMENT

PARKS AND RECREATION

SUBMITTED BY

Mike Collins

DATE

May, 2012

1. PROJECT TITLE

Recreation Truck

2. TYPE OF PROJECT

1 - Health/Safety/Welfare

X 2 - Maintenance/Replacement

3 - Existing Programs Expansion

4 - New Programs

3. PROJECT DESCRIPTION

Replacement of 2007 Ford Ranger

4. JUSTIFICATION (Attach additional information if needed)

Replace existing 2007 Ford Ranger Recreation pickup.

5. DEPARTMENTAL PRIORITY

Budget year to be funded:

2016-17

Priority:

6. PROJECT ALTERNATIVES

None

7. CAPITAL COST BY YEAR:

Prior to July, 2013

FY2013-14

FY2014-15

FY2015-16

FY2016-17

\$18,000

FY2017-18

TOTAL

\$18,000

Beyond 2017-18

8. CAPITAL COST BREAKDOWN:

Planning & Engineering

Purchase

\$18,000

Construction

Miscellaneous

Other

TOTAL

\$18,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues; Installment Purchase

10 OTHER COMMENTS/OPERATING IMPACT

None

CAPITAL PROJECT REQUEST FORM

CIP FY 2013 - 2018

DEPARTMENT

PARKS AND RECREATION

SUBMITTED BY

Mike Collins

DATE

May, 2012

1. PROJECT TITLE

Main Street Park

2. TYPE OF PROJECT

- ☐ 1 - Health/Safety/Welfare
- ☐ 2 - Maintenance/Replacement
- ☒ 3 - Existing Programs Expansion
- ☐ 4 - New Programs

3. PROJECT DESCRIPTION

The Town currently owns 1.87 acres of property on West Main Street. At our recent work session, the Board had an interest in developing this property into a small town park. The park will include a small childrens playground with parking.

4. JUSTIFICATION (Attach additional information if needed)

This is an expansion of our parks system. This will provide a recreational area for the citizens on the west side of Coats.

5. DEPARTMENTAL PRIORITY

Budget year to be funded:

2014-15

Priority:

6. PROJECT ALTERNATIVES

None

7. CAPITAL COST BY YEAR:

Prior to July, 2013

FY2013-14	
FY2014-15	\$14,000
FY2015-16	
FY2016-17	
FY2017-18	
TOTAL	\$14,000

Beyond 2017-18

8. CAPITAL COST BREAKDOWN:

Planning & Engineering	
Purchase	\$14,000
Construction	
Miscellaneous	
Other	
TOTAL	\$14,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues; Installment Purchase

10 OTHER COMMENTS/OPERATING IMPACT

None

Capital Improvement Plan
PUBLIC SAFETY SUMMARY

PROJECT DESCRIPTION	PRIORITY/ TYPE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	TOTALS
1 VEHICLE REPLACEMENT	H2	\$31,400	\$62,800	\$62,800	\$32,500	\$32,500	\$222,000 0
TOTALS		\$31,400	\$62,800	\$62,800	\$32,500	\$32,500	\$222,000

Priority definitions: H High
M Medium
L Low

Program type: 1 Health/Safety/Welfare
2 Maintenance/Replacement
3 Existing programs expansion
4 New programs expansion

CAPITAL PROJECT REQUEST FORM

CIP FY 2013 - 2018

DEPARTMENT

PUBLIC SAFETY

SUBMITTED BY

Chief Hall

DATE

February, 2013

1. PROJECT TITLE

Vehicle Replacment

2. TYPE OF PROJECT

- ☐ 1 - Health/Safety/Welfare
- ☒ 2 - Maintenance/Replacement
- ☐ 3 - Existing Programs Expansion
- ☐ 4 - New Programs

3. PROJECT DESCRIPTION

This project consist of the replacement of law enforcement vehicles. The Police Department currenty has eight vehicles.

#	Year	Make	Model	Mileage	Yr 13	Yr14	Yr15	Yr16
100	2007	Dodge	Charger	86,177	86,177	95177		
101	2007	Dodge	Durango	90,844	90,844			
102	2007	Dodge	Charger	71,726	71,726	85726	99726	
103	2009	Dodge	Charger	56,717	56,717	71717	86,717	101,717
104	2006	Chevrolet	Implala	85,957	85,957	99957		
105	2010	Ford	Crown Vic	53,045	53,045	72045	91045	110,045
107	2005	Chevrolet	Implala	76,142				

4. JUSTIFICATION (Attach additional information if needed)

Based on the current diving history, a future milege was projected for each vehicle. Each vehicle was compared to a replacement criterior of 5 years and 100,000 miles per vehicle.

There are several reasons for an annual replacement of police car. Police cars wear out regularly and must to be replaced or upgraded. This within its self is just a matter of time. Deferring only drives up the maintenance side of the equation while decreasing reliability, response time and ultimately, officer and citizen safety. Police Vehicles should be on a set rotation schedule to maintain optimum service levels and minimum service costs. Once this rotation pattern is established it allows each year the replacement of a police care and the surplus liquidation of the vehicle with the highest miles or with the most service hours.

5. DEPARTMENTAL PRIORITY

Budget year to be funded:

2013-18

Priority:

6. PROJECT ALTERNATIVES

Continue driving vehicles with an increase in maintenance cost.

7. CAPITAL COST BY YEAR:

Prior to July, 2013

FY2013-14	\$31,400
FY2014-15	\$62,800
FY2015-16	\$62,800
FY2016-17	\$32,200
FY2017-18	\$32,200
TOTAL	\$221,400

Beyond 2017-18

8. CAPITAL COST BREAKDOWN:

Planning & Engineering	
Purchase	\$221,700
Construction	
Miscellaneous	
Other	
TOTAL	\$221,700

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues; USDA 50% Grant; Installment Purchase

10 OTHER COMMENTS/OPERATING IMPACT

None

Capital Improvement Plan
LIBRARY SUMMARY

PROJECT DESCRIPTION	PRIORITY/ TYPE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	TOTALS
1 PARKING LOT REPAVING	L2	\$0	\$3,000	\$0	\$0		\$3,000
2 HVAC REPLACEMENT	H2	\$3,950	\$3,950	\$0	\$0		\$7,900
							0
TOTALS		\$3,950	\$6,950	\$0	\$0		\$10,900

Priority definitions: H High
M Medium
L Low

Program type: 1 Health/Safety/Welfare
2 Maintenance/Replacement
3 Existing programs expansion
4 New programs expansion

CAPITAL PROJECT REQUEST FORM

CIP FY 2013 - 2018

DEPARTMENT

LIBRARY

SUBMITTED BY

Gary Denton

DATE

May, 2012

1. PROJECT TITLE

Library Repaving

2. TYPE OF PROJECT

1 - Health/Safety/Welfare

X

2 - Maintenance/Replacement

3 - Existing Programs Expansion

4 - New Programs

3. PROJECT DESCRIPTION

This project consist of repaving a 45' x 60' parking lot.

4. JUSTIFICATION (Attach additional information if needed)

Due to the age and condition of the asphalt parking areas, attention must be given to extend the life of the parking lot.

5. DEPARTMENTAL PRIORITY

Budget year to be funded:

2014-15

Priority:

6. PROJECT ALTERNATIVES

7. CAPITAL COST BY YEAR:

Prior to July, 2012

FY2013-14 \$0

FY2014-15 \$3,000

FY2015-16

FY2016-17

FY2017-18

TOTAL \$3,000

Beyond 2017-18

8. CAPITAL COST BREAKDOWN:

Planning & Engineering

Purchase

Construction

Miscellaneous

Other

TOTAL

\$3,000

\$3,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues

10 OTHER COMMENTS/OPERATING IMPACT

None

CAPITAL PROJECT REQUEST FORM

CIP FY 2013 - 2018

DEPARTMENT

LIBRARY

SUBMITTED BY

Gary Denton

DATE

Feb.- 2012

1. PROJECT TITLE

HVAC Replacement

2. TYPE OF PROJECT

1 - Health/Safety/Welfare

X 2 - Maintenance/Replacement

3 - Existing Programs Expansion

4 - New Programs

3. PROJECT DESCRIPTION

Replacement of two existing 3 Ton Heat pump units at the Coats Library.

4. JUSTIFICATION (Attach additional information if needed)

The Library operates on two HVAC units. One unit is inoperable and must be replaced. Both units are approximately 15 years old. Project will be completed in two phases.

5. DEPARTMENTAL PRIORITY

Budget year to be funded:

2013-14 & 2014-15

Priority:

6. PROJECT ALTERNATIVES

None

7. CAPITAL COST BY YEAR:

Prior to July, 2012

FY2013-14 \$3,950

FY2014-15 \$3,950

FY2015-16 \$0

FY2016-17

FY2017-18

TOTAL \$7,900

Beyond 2017-18

8. CAPITAL COST BREAKDOWN:

Planning & Engineering

Purchase

\$7,900

Construction

Miscellaneous

Other

TOTAL

\$7,900

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues

10 OTHER COMMENTS/OPERATING IMPACT

Units will be replaced with a more efficient units that should show a reduction in operating expenditures.

PROJECT DESCRIPTION

PROJECT DESCRIPTION	TYPE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	TOTALS
1 Replacement of 6" Water Line along Hwy 55		\$350,000	\$0	\$0	\$0	\$0	\$350,000
2 Complete 8" loop along Willis Pope Road		\$0	\$120,000	\$0	\$0	\$0	\$120,000
3 Replace 6" lines along Paterson, Church, Washington and Jackson Streets		\$0	\$0	\$250,000	\$0	\$0	\$250,000
4 Add water tanks to county SCADA System		\$0	\$60,000	\$0	\$0	\$0	\$60,000
5 Install a connection of water lines at Hwy 27 & Abattoir Road		\$0	\$0	\$0	\$6,000	\$0	\$6,000
TOTALS		\$350,000	\$180,000	\$250,000	\$6,000	\$0	\$786,000

Priority definitions:

H	High
M	Medium
L	Low

Program type:	1	2	3	4
Health/Safety/Welfare				
Maintenance/Replacement				
Existing programs expansion				
New programs expansion				

CAPITAL PROJECT REQUEST FORM

CIP FY 2013 - 2018

DEPARTMENT

WATER

SUBMITTED BY

Gary Denton

DATE

Jan-12

1. PROJECT TITLE

Replacement of 6" Water Line along Hwy 55

2. TYPE OF PROJECT

1 - Health/Safety/Welfare

X 2 - Maintenance/Replacement

3 - Existing Programs Expansion

4 - New Programs

3. PROJECT DESCRIPTION

This project includes replacement of approximately 4,700 lf of asbestos concrete water line along Highway 55 (McKinley Street). The line services the customers along Highway 55, as well as five fire hydrants.

4. JUSTIFICATION (Attach additional information if needed)

The capacity of the existing 6" water line is being restricted due to the buildup of deposits within the pipe. Replacing the pipe will restore flow and pressure in the area.

5. DEPARTMENTAL PRIORITY

Budget year to be funded:

2013-14

Priority:

6. PROJECT ALTERNATIVES

7. CAPITAL COST BY YEAR:

Prior to July, 2013

FY2013-14 \$350,000

FY2014-15

FY2015-16

FY2016-17

FY2017-18

TOTAL \$350,000

Beyond 2017-18

8. CAPITAL COST BREAKDOWN:

Planning & Engineering

Purchase

Construction

Miscellaneous

Other

TOTAL

\$350,000

\$350,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues

10 OTHER COMMENTS/OPERATING IMPACT

CAPITAL PROJECT REQUEST FORM

CIP FY 2013 - 2018

DEPARTMENT

WATER

SUBMITTED BY

Gary Denton

DATE

May, 2012

1. PROJECT TITLE

Complete 8" loop along Willis Pope Road

2. TYPE OF PROJECT

- | | |
|-------------------------------------|---------------------------------|
| <input type="checkbox"/> | 1 - Health/Safety/Welfare |
| <input checked="" type="checkbox"/> | 2 - Maintenance/Replacement |
| <input type="checkbox"/> | 3 - Existing Programs Expansion |
| <input type="checkbox"/> | 4 - New Programs |

3. PROJECT DESCRIPTION

This project includes installation of approximately 3100 lf of new 8-inch water line along Willis Pope Road to complete a loop between Carson Gregory Road and Abattoir Road.

4. JUSTIFICATION (Attach additional information if needed)

Creating Loops within water distribution systems provides for better hydraulics and more uniform pressures. Also, any portion of the line can be isolated for maintenance without interrupting service on either side of the isolated area.

5. DEPARTMENTAL PRIORITY

Budget year to be funded:

2014-15

Priority:

6. PROJECT ALTERNATIVES

7. CAPITAL COST BY YEAR:

Prior to July, 2013

FY2013-14 \$0

FY2014-15 \$120,000

FY2015-16

FY2016-17

FY2017-18

TOTAL \$120,000

Beyond 2017-18

8. CAPITAL COST BREAKDOWN:

Planning & Engineering

Purchase

Construction

Miscellaneous

Other

TOTAL

\$0

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues

10 OTHER COMMENTS/OPERATING IMPACT

None

CAPITAL PROJECT REQUEST FORM

CIP FY 2013 - 2018

DEPARTMENT

Water

SUBMITTED BY

Gary Denton

DATE

May, 2012

1. PROJECT TITLE

Replace 6" lines along Paterson, Church, Washington and Jackson Streets

2. TYPE OF PROJECT

- | | |
|-------------------------------------|---------------------------------|
| <input type="checkbox"/> | 1 - Health/Safety/Welfare |
| <input checked="" type="checkbox"/> | 2 - Maintenance/Replacement |
| <input type="checkbox"/> | 3 - Existing Programs Expansion |
| <input type="checkbox"/> | 4 - New Programs |

3. PROJECT DESCRIPTION

This Project includes the following:

- replacing the existing 1800 lf of 6" Asbestos Concrete water line along Patterson Street and Main Street, East of Carrie Street and adding a connection to the existing 6" line along McLeod Rd.
- replacing the existing 700 lf of 3" asbestos concrete water line along Washington Street, East of Carrie Street and adding a connection to the existing 12" water line along Carrie Street.
- Replacing the existing 700 lf of 6" asbestos concrete water line along Jackson Street, East of Carrie Street and adding a connection to the existing 12" water line along Carrie Street.
- Installing a new 1100 lf of 6" water line along Church Street, North of McLeod Road.

4. JUSTIFICATION (Attach additional information if needed)

The capacities of the existing waterlines are being restricted to the buildup of deposits within the pipe. Replacing the pipe will restore flows and pressures in the area. Connecting to the 12" line will improve water pressure in the area.

5. DEPARTMENTAL PRIORITY

Budget year to be funded:

2015-16

Priority:

6. PROJECT ALTERNATIVES

7. CAPITAL COST BY YEAR:

Prior to July, 2013

FY2013-14	_____
FY2014-15	_____
FY2015-16	\$250,000
FY2016-17	\$0
FY2017-18	_____

TOTAL

Beyond 2017-18 \$250,000

8. CAPITAL COST BREAKDOWN:

Planning & Engineering	_____
Purchase	\$250,000
Construction	_____
Miscellaneous	_____
Other	_____
TOTAL	\$250,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues

10 OTHER COMMENTS/OPERATING IMPACT

CAPITAL PROJECT REQUEST FORM

CIP FY 2013 - 2018

DEPARTMENT

Water

SUBMITTED BY

Gary Denton

DATE

May, 2012

1. PROJECT TITLE

Add water tanks to county SCADA System

2. TYPE OF PROJECT

- | | |
|-------------------------------------|---------------------------------|
| <input type="checkbox"/> | 1 - Health/Safety/Welfare |
| <input checked="" type="checkbox"/> | 2 - Maintenance/Replacement |
| <input type="checkbox"/> | 3 - Existing Programs Expansion |
| <input type="checkbox"/> | 4 - New Programs |

3. PROJECT DESCRIPTION

This project includes installing the Supervisory Control and Data Acquisition(SCADA) system to both of the Towns water tanks.

4. JUSTIFICATION (Attach additional information if needed)

The SCADA system will allow for better monitoring and control of the water distribution system.

5. DEPARTMENTAL PRIORITY

Budget year to be funded:

2014-15

Priority:

6. PROJECT ALTERNATIVES

7. CAPITAL COST BY YEAR:

Prior to July, 2013

FY2013-14	\$0
FY2014-15	\$60,000
FY2015-16	
FY2016-17	
FY2017-18	
TOTAL	\$60,000

Beyond 2017-18

8. CAPITAL COST BREAKDOWN:

Planning & Engineering	
Purchase	\$60,000
Construction	
Miscellaneous	
Other	
TOTAL	\$60,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues

10 OTHER COMMENTS/OPERATING IMPACT

None

CAPITAL PROJECT REQUEST FORM

CIP FY 2013 - 2018

DEPARTMENT

WATER

SUBMITTED BY

Gary Denton

DATE

May, 2012

1. PROJECT TITLE

Water Connection at Hwy 27 & Abattoir Rd.

2. TYPE OF PROJECT

- ☐ 1 - Health/Safety/Welfare
- ☐ 2 - Maintenance/Replacement
- ☒ 3 - Existing Programs Expansion
- ☐ 4 - New Programs

3. PROJECT DESCRIPTION

Install a connection of water lines at Hwy 27 & Abattoir Road

4. JUSTIFICATION (Attach additional information if needed)

Improve water pressure

5. DEPARTMENTAL PRIORITY

Budget year to be funded:

2016-17

Priority:

6. PROJECT ALTERNATIVES

7. CAPITAL COST BY YEAR:

Prior to July, 2013

FY2013-14	
FY2014-15	
FY2015-16	
FY2016-17	\$6,000
FY2017-18	
TOTAL	\$6,000

Beyond 2017-18

8. CAPITAL COST BREAKDOWN:

Planning & Engineering	
Purchase	\$6,000
Construction	
Miscellaneous	
Other	
TOTAL	\$6,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues

10 OTHER COMMENTS/OPERATING IMPACT

None

Capital Improvement Plan
SOLID WASTE SUMMARY

PROJECT DESCRIPTION	PRIORITY/ TYPE	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	TOTALS
1 KNUCKLEBOOM TRUCK	M2	\$125,000	\$0	\$0	\$0		\$125,000
TOTALS		\$125,000	\$0	\$0	\$0		\$125,000

- Priority definitions:
- H High
 - M Medium
 - L Low
- Program type:
- 1 Health/Safety/Welfare
 - 2 Maintenance/Replacement
 - 3 Existing programs expansion
 - 4 New programs expansion

CAPITAL PROJECT REQUEST FORM

CIP FY 2013 - 2018

DEPARTMENT

Streets

SOLID WASTE

SUBMITTED BY

Gary Denton

DATE

May, 2012

1. PROJECT TITLE

Knuckleboom Truck

2. TYPE OF PROJECT

1 - Health/Safety/Welfare

2 - Maintenance/Replacement

3 - Existing Programs Expansion

4 - New Programs

3. PROJECT DESCRIPTION

Purchase of a Knuckleboom Truck for the Solid Waste Department.

4. JUSTIFICATION (Attach additional information if needed)

The street department currently uses two to three street labors, a dump truck and a backhoe to collect bulk items from the street. This takes labor hours from other task, increases wear on other equipment and increases the possibility of injuries to staff.

5. DEPARTMENTAL PRIORITY

Budget year to be funded:

2013-14

Priority:

6. PROJECT ALTERNATIVES**7. CAPITAL COST BY YEAR:**

Prior to July, 2013

FY2013-14 \$125,000

FY2014-15

FY2015-16

FY2016-17

FY2017-18

TOTAL \$125,000

Beyond 2017-18

8. CAPITAL COST BREAKDOWN:

Planning & Engineering

Purchase

Construction

Miscellaneous

Other

TOTAL

\$125,000

\$125,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues; Installment purchase

10 OTHER COMMENTS/OPERATING IMPACT

None