



We Are Columbia

Office of the City Manager
1737 Main Street, Columbia, SC 29201 • Phone: 803-545-3026

TO: Honorable Steve Benjamin, Mayor & Columbia City Council

FROM: Teresa Wilson, City Manager

DATE: May 12, 2016

RE: FY 2016-2017 General Capital Projects

In preparation of the May 17th Budget Workshop, please find the following items attached for your review:

- Capital Projects with Partial Funding
- FY 16/17 Capital Improvement Program for the General Fund
- Fire Department Capital Project recommendation
- Finlay Park Playground Equipment Replacement
- General Fund FY 15 Fund Balance as of 5/13/16

The FY 16/17 General Capital Improvement Program reflects capital projects as requested by departments. As mentioned during budget discussions, the FY 16/17 budget does not include funding for General Capital projects; however there are several capital items that we recommend be funded from projects with partial funding and possible use of fund balance.

- Fire Department Self Contained Breathing Apparatus; \$950,000
- Finlay Park Playground Equipment; \$175,000
- Sidewalks Program; \$250,000

During the last budget workshop on May 10th, City Council gave direction as to reallocating funding from partially funded projects to more urgent needs. We have also included Fund Balance of the General Fund as of 5/13/16. While the City customarily funds the General Capital Improvement Program with fund balance, we would also recommend that we allocate any remaining unassigned fund balance for the anticipated 25% match required for the Flood Recovery program for General Fund flood repair projects.

Capital project needs and requests generally exceed available resources for funding. In order to best utilize limited resources, prioritization of capital project requests is a critical step in the capital plan preparation process. Departments provide the first level of review for prioritization. The list before you represents the City Manager recommendation for the FY 2016/2017 General Capital Project Budget and takes into consideration the departmental review and ranking, prior City commitments and citywide priorities. We have prioritized projects using the following criteria:

1. **Public health, safety and liability** - Impact that the project will have on the public health and safety.
2. **Functionality** – the project expects to improve efficiency, reduce operation cost, and/or increases revenues. Other considerations include:



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- a. Impact of the capital costs for the current and future years, and the possibility that the project will reduce future capital and operating costs.
 - b. Includes year by year estimates of additional or decreased operating and maintenance costs as a result of the project.
 - c. Will the project have an impact on revenues (such as an increase or decrease in revenue due to loss of taxable property)
 - d. Consider the legal liabilities and costs in accepting or rejecting the project
 - e. Economic effects – Impact that project will have on property values, tax base, job creation, etc.
3. **Enhances quality of life & aesthetic** - Impact that the project will have on the quality of life in the community. Will it cause greater or reduced noise levels, water and air pollution, effects on commuters, recreational opportunities, etc.

There are several areas I believe we will need to address going forward. As City Council and staff request and approve various studies to be conducted, we need to do a better job of incorporating those plans into a more formalized capital improvement program. City Council's Strategic Plan also makes reference to incorporating existing plans into the work plan. Past examples include Parks & Recreation Master Plan, Walk Bike Columbia, and neighborhood corridor studies. We have had a lot of discussions with Council during this budget process about the growth of the City resulting from development. We are fortunate and grateful that Columbia is a growing and thriving community; however we have to be thoughtful in planning for this growth and preparing for how we will sustain and maintain it for the long term.

One of the most important areas to address in future budgets is annual funding for a General Capital Improvement Program. This priority is critical as we have to maintain an on-going capital improvement program that addresses the renovations to and expansions of our infrastructure. This program should include annual funding for items such as street resurfacing, sidewalk installations, demolitions, new facilities, renovations to existing facilities, roofing, facility signage and lighting.

We look forward to discussing the projects with you in more detail and appreciate City Council's consideration of funding for the City's infrastructure projects that are so vital to making Columbia a world class city.



GENERAL CAPITAL PROJECTS PROJECTS WITH PARTIAL FUNDING

as of 5/13/2016

PROJECT	Source	APPROVED FUNDING	REQUESTED FY 16/17	Project Total
<u>Parks & Recreation</u>				
Hampton Park	Construct New Facility	GFB \$427,374	\$300,000	\$727,374
Southeast Park	Construction of Environmental Education Center	HTB \$492,000	\$600,000	\$1,092,000
Hyatt Park	Hyatt Park Site Improvements	GFB \$500,000	\$725,000	\$2,425,000
Drew Wellness Center	Construction of Daycare Center	GFB \$85,000	TBD	TBD
Parks & Recreation Total		\$1,504,374	\$1,625,000	\$4,244,374
<u>Public Safety</u>				
SCBA Replacment/Upgrade	Upgrade SCBA's to meet new NFPA standards	GFB \$300,000	\$950,000	\$1,250,000
Training Division Classrooms, Offices, and Burn facility	Construct a campus that houses classrooms, offices, and a burn building	GFB \$300,000	\$3,200,000	\$3,500,000
Fire Station 2/Olympia Area	Build new facility for Station 2	GFB \$500,000	\$2,000,000	\$2,500,000
Public Safety Total		\$1,100,000	\$6,150,000	\$7,250,000
TOTAL		\$2,604,374	\$7,775,000	\$11,494,374

GFB - Allocation from fund balance
HTB - Hospitality Tax Bond



**GENERAL CAPITAL PROJECTS
5 YEAR CAPITAL IMPROVEMENT PROGRAM
FY 2017-2021**

PROJECT	APPROVED FUNDING	REQUESTED FY 16/17	PROJECTED FY 17-18	PROJECTED FY 18-19	PROJECTED FY 19-20	PROJECTED FY 20-21	Project Total
General Services							
Fleet Services		\$1,500,000					\$1,500,000
Fleet Services		\$1,000,000					\$1,000,000
Bathroom Renovation at Public Works		\$60,000					\$60,000
Bathroom Renovations at City Hall		\$175,000					\$175,000
Municipal Court Renovations		\$120,000					\$120,000
City Wide HVAC Evaluation		\$150,000					\$150,000
Expansion of Genetec Security System		\$325,000	\$325,000				\$650,000
Renovation work at Police Headquarters		\$125,000					\$125,000
Renovation Work at City Fire Stations		\$250,000					\$250,000
City Hall Asbestos/Renovations		\$275,000					\$275,000
Fire Suppression in the Server Room at Washington Sq		\$300,000					\$300,000
Structural Repair at 1632 Hampton St		\$250,000					\$250,000
Abatement and Demolition of 1225 Laurel Street & former United Way Building		\$1,000,000	\$1,000,000				\$2,000,000
New Police Evidence Facility/Police Complex		\$2,500,000	\$11,500,000				\$14,000,000
Back-up Building Generator		\$400,000	\$150,000				\$550,000
General Services Total	\$0	\$8,430,000	\$12,975,000	\$0	\$0	\$0	\$21,405,000
Parks & Recreation							
Hampton Park	\$427,374	\$300,000					\$727,374
Southeast Park	\$492,000	\$600,000					\$1,092,000
Arts Center		\$848,700					\$848,700
Ballfield Lighting		\$285,000	\$160,000	\$160,000	\$247,500		\$852,500
Playground Equipment		\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
Finlay Park		\$1,500,000	\$13,732,700				\$15,232,700
Athletic Fencing		\$150,000	\$150,000	\$100,000	\$250,000		\$650,000
Lorick Park Community Center		\$2,500,000					\$2,500,000
Riverfront Park				\$350,000			\$350,000
Owens Field	\$475,000	\$1,347,076	\$600,000				\$2,422,076
Southeast Park Tennis Courts		\$75,000					\$75,000
Park Signage		\$80,000	\$30,000				\$110,000
Roy Lynch Park		\$115,000					\$115,000
Keenan House Renovations		\$400,000					\$400,000
Hyatt Park	\$500,000	\$725,000	\$1,200,000				\$2,425,000
Bellfield Center Children's Garden		\$525,000					\$525,000
Bellfield Center		\$2,500,000					\$2,500,000
T.S. Martin Park		\$775,000					\$775,000
Parks & Recreation Total	\$1,894,374	\$12,925,776	\$16,072,700	\$810,000	\$697,500	\$200,000	\$32,600,350

Public Safety								
SCBA Replacment/Upgrade	Upgrade SCBA's to meet new NFPA standards	\$300,000	\$950,000				\$1,250,000	
Training Division Classrooms,Offices, and Burn facility	Construct a campus that houses classrooms, offices, and a burn building	\$300,000	\$3,200,000				\$3,500,000	
Fire Station 2/Olympia Area	Build new facility for Station 2	\$500,000	\$2,000,000				\$2,500,000	
Logistics Building	Relocate to a Larger Fire Logistics Building		\$1,600,000				\$1,600,000	
Fire Station 5 and Police Substation	Construct Fire Station on Broad River Road		\$2,500,000				\$2,500,000	
Offices for the Fire Department & Communications	Construct two additions to the back of Station 1		\$2,500,000				\$2,500,000	
Fire Station 6 and Police Substation	Relocate Station near Broad River Rd and Beatty Rd.		\$2,575,000				\$2,575,000	
Fire Station 10 and Police Substation	Construct Fire Station near the VA Hospital.		\$500,000	\$2,250,000			\$2,750,000	
Fire Station 35 and Police Substation	Construct Fire Station near Mallet Hill Court.			\$500,000		\$2,330,000	\$2,830,000	
Public Safety Total		\$1,100,000	\$15,825,000	\$2,750,000	\$0	\$2,330,000	\$0	\$22,005,000
Public Works								
Road Rebuilds/Repairs	Mill/Resurface, and Base Repairs - Various areas throughout city		\$1,000,000	\$500,000	\$500,000	\$500,000	\$500,000	\$3,000,000
Sidewalk installations	Sidewalk installations - various areas throughout city.		\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,250,000
Public Works Total		\$0	\$1,250,000	\$750,000	\$750,000	\$750,000	\$750,000	\$4,250,000
TOTAL		\$2,994,374	\$38,430,776	\$32,547,700	\$1,560,000	\$3,777,500	\$950,000	\$80,260,350



Columbia Fire Department

www.columbiasc.net/fire

To: Teresa Wilson, City Manager
From: Aubrey D. Jenkins, Fire Chief 
Date: May 12, 2016
Re: Capital Improvements Program (CIP)

As you are aware the Fire Department currently has nine (9) capital requests and of those, three (3) have funds carried forward as follows;

Priority

1	SCBA (Self-Contained Breathing Apparatus)	\$300,000
2	Training Facilities	\$300,000
3	New Fire Station 2	\$500,000

These projects are essential to our success. First, the SCBA upgrades will increase the level of safety provided to our firefighters as they combat fires. Second, the training facility ensures we are able to meet the education and skills development needs of our personnel in order to achieve current service demands. Lastly, a new Station 2 addresses a very present issue with the living conditions at the current fire Station.

I would like to propose the following options for addressing these projects using available funds (*note: the County would need to fund the SCBA upgrade at the same time in order to change out all units*);

- Option 1** Use the current available funds between all three projects (\$1.1M) to fund the SCBA upgrades FY2017, and endeavor to provide funding allocations to the other two projects in the future.
- Option 2** Use \$300,000 of the SCBA funds and \$300,000 from the Training Facilities funds to fund half of the SCBA upgrades next FY2017 and the remaining half in FY2018. We could purchase half of the units in the 4th quarter next year and the remaining half in the 1st quarter of FY2018. We would develop an implementation strategy for a complete changeover in August 2018. This would allow the funding for Station 2 to remain in hopes of purchasing property in FY2017, and continue to discuss funding options with our local partners.
- Option 3** Defer the SCBA upgrade until FY2018 and then split over two years as outlined in option 2. Endeavor to purchase property for Station 2, and address some immediate needs to our Training Facilities in FY2017 with the current available funds.

I wanted to provide you several options for consideration. I am available to discuss this matter with you at your convenience.



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CITY OF COLUMBIA
SOUTH CAROLINA
INTER-OFFICE MEMO

To: Teresa Wilson, City Manager	Date: May 13, 2016
From: S. Allison Baker, Senior Assistant City Manager	
Subject: Finlay Park Playground Equipment	

The renovation of Finlay Park has been identified as a priority in the existing Parks and Recreation Master Plan approved by City Council. As you know this is a multi-year funding effort and there are park amenities that require immediate attention.

The playground is a popular feature amongst the family users of Finlay Park and must be replaced. The existing playground is aged and out of compliance with current safety standards. Demolition and removal of the playground has already occurred.

Industry estimates suggest a funding need of \$175,000 to make a comparable replacement of the equipment. I am requesting available funding in the amount of \$175,000 for this project.

cc: Jeffery Palen, Assistant City Manager/Chief Financial Officer
Missy Caughman, Budget Director
Randy Davis, Director of Parks and Recreation

Office of the Senior Assistant City Manager

**City of Columbia, South Carolina
General Fund
Fund Balance**

5/17/2016

Fund Balance as of 06/30/2015

Nonspendable		696,389
Restricted		4,880,662
Committed		4,810,356
Assigned		3,654,109
Unassigned		<u>22,352,224</u>

Total Fund Balance		<u><u>36,393,740</u></u>
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Beginning Unassigned Fund Balance June 30, 2015

22,352,224

FY Fund Balance Commitments

Columbia Parking Facilities	1,184,483	
Greenview Pool Replacement & Enhancements	1,392,770	
Drew Wellness	696,330	
Bluff Road Police Facility	325,000	
Fire SCBA replacements	300,000	
Building Purchase (United Way)	221,728	
Flood Expenditures (25%)	149,583	
Elmwood Roy Lynch	125,000	
One Columbia	83,800	
Sustainable Midlands Carry forward	45,000	
City Council Carry forward	<u>5,215</u>	<u>4,528,909</u>

Fund Balance after Commitments

17,823,315

Fund Balance Reserve -15% Policy

Budgeted Revenues - FY 2016	114,816,953	
Fund Balance Reserve (15% of budgeted revenues)		17,222,543

Fund Balance in excess of 15% reserve

600,772

Note: \$8,304,510.89 has been paid from governmental funds towards the Bull Street Agreement. These funds will be reimbursed with the issuance of bonds in 2016 (motion approved 8/4/15) per Reimbursement Resolution (approved 8/18/15)