

# Capital Improvement Plan

Overview of Projects, Funding and Timing  
March 26, 2013

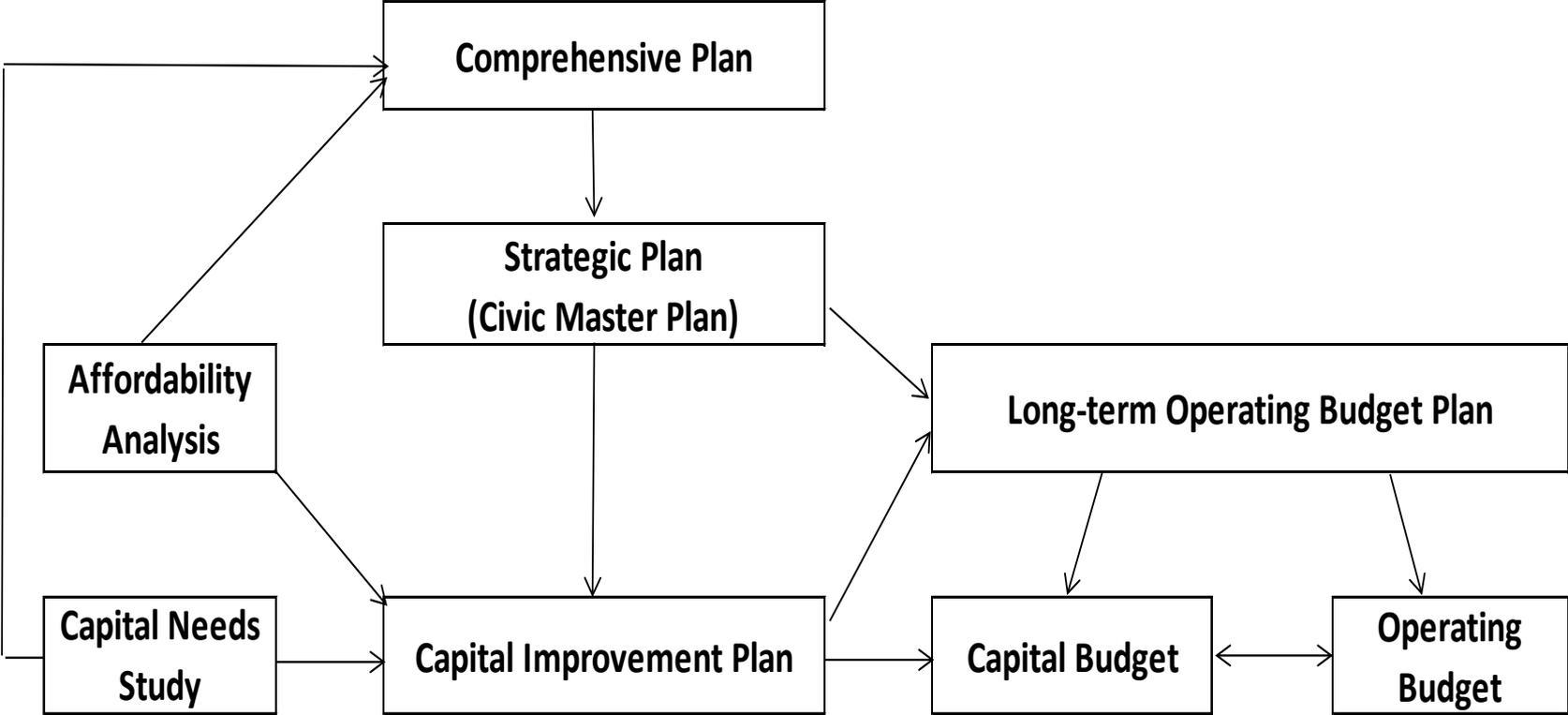
# PURPOSE

- ▶ This presentation was developed to begin discussions of formalizing the capital improvement plan for the City that is integrated with the Comprehensive Plan.
- ▶ This document is one of three presentations focused on capital and the adoption of a capital budget for FY 2014.
- There are no recommendations contained in the information presented.

# What Is A Capital Improvement Plan?

- A Capital Improvement Plan or Program (CIP) is a plan that assesses capital facility needs against its overall goals and objectives.
- It uses a multi-year planning horizon, that has a close relationship to the Comprehensive Plan.
- It contains projects budgeted in the current fiscal year as well as projects in subsequent fiscal years for which funding may not have been obtained or authorized.
- Since the CIP is not a legally binding document it can and does change.
- Often seen as a rolling document since older projects drop off when completed and new ones are added each year.
- There are series of documents that form a relationship to the Capital Improvement Plan.
  - ❑ The Comprehensive Plan
  - ❑ The Strategic Plan
  - ❑ Long-term Operating Budget Plan
    - ✓ Capital Budget
    - ✓ Operating Budget
  - ❑ Affordability Analysis
  - ❑ Capital Needs Study

# Relationship of Capital Improvement Plan to Other Documents



# Other Documents

- In 2009 “Vision Beaufort” Comprehensive Plan included a wealth of information about targeting public investment, establishing community design objectives, pursuing potential catalyst projects, and most importantly, implementing the vision that will guide Beaufort into its next decade of growth and development.
    - ❑ From the Comprehensive Plan, City Council charged the Redevelopment Commission to develop the Strategic Plan that is now know as the ‘Civic Master Plan”
  - The Civic Master Plan is the result of extensive efforts to establish principles and standards for all public and private development and provides a guide for identifying and promoting investments within the City.
  - The Civic Master Plan is expected to generate discussion points, establish budget priorities, and create implementation objectives for the City over the next generation.
  - The Civic Master Plan is the City’s Strategic Plan that is instrumental in developing the City’s Capital Improvement Plan and the Capital Budget.
- ✓ The above contains excerpts from the recently published Civic Master Plan

# Capital Improvement Plan and Budget

- The heart of the Capital Improvement Plan is the projects.
  - ❑ Categorized by major elements that link to the Comprehensive plan and the Strategic Plan , the City's Civic Master Plan.
- The CIP contains a series of tables that show what projects will be built, when, where, and how much they will cost.
- The CIP and the Capital Budget are presented together and contain a summary of funding sources available to fund the projects.
  - ❑ The capital budget is the first document of the Capital Improvement Plan.
  - ❑ It is the implementing document.
  - ❑ The capital budget is where funds for capital projects are identified and authorized as part of the budget adoption process.
  - ❑ The capital budget contains detailed information about the design, costs, financing and schedule for the capital projects for the current fiscal year.
  - ❑ The capital budget is a separate budget document but the current funding commitments are rolled into the adopted Operating Budget.
- There are funded and unfunded CIP projects that need to be taken into consideration in making budget decisions.

# Capital Budget

- Expenditures related to completing Capital projects generally span longer than an operating year.
  - ❑ Once the decision to move forward on implementing capital projects, those plans can not be easily changed.
  - ❑ There is an integration between the Capital projects budget and the operating budget.
- Step to developing a CIP and Capital Budget:
  - ❑ Organize the process.
  - ❑ Identify the Projects and Funding Options
  - ❑ Select the projects.
  - ❑ Prepare and Recommend a Capital Plan and Budget.
  - ❑ Adopt the Capital Budget.
    - ✓ Adopt the capital budget with the entire amount for all the approved projects that are funded in the current fiscal year, regardless of whether those funds will be spent in a year or not.
    - ✓ Any unused funds from the current year are carry forward into the next fiscal year budget and approved again as part of the adopted budget process.
    - ✓ New projects are added to the capital budget during the budget process as funding become available.

# Developing The Capital Improvement Plan

- Identified projects from Chapter 11 of the Civic Master Plan that had a 1–3 year implementation projection.
- Identified other capital projects related to Stormwater drainage or other Public Works areas.
- Obtained project estimates in current year dollars.
- Developed a schedule by major category, tying funding and time a timeline to each project that can be assigned through the capital budgeting process.

# Preliminary Capital Improvement Plan

Project		Sector	Budget		Funding				
<b>Sidewalks</b>									
Item	Description	Sector	Estimated Original Budget	Modified Budget	Federal/State Sources	General Fund - Current	TIF I	TIF II	Bond/Debt
1	Sidewalk Upgrades / Repairs	ALL	\$75,000/YR			\$75,000.00			
2	Southside Blvd. Sidewalk Replacement	3	\$ 133,800.00						
<b>Street &amp; Street Resurfacing</b>									
Item	Description	Sector	Estimated Original Budget	Modified Budget	Federal/State Sources	General Fund - Current	TIF I	TIF II	Bond/Debt
1	Joshua Circle & Court Road Resurface	3	\$ 119,316.00						
2	Stone Marten Resurface	4	\$ 72,600.00						
3	Battery Shores Resurface	4	\$ 441,570.00						
4	Mast Arm - Craven/Carteret	1	\$ 125,000.00						
5	Jericho Woods Resurfacing	2	\$ 100,000.00						

# Preliminary Capital Improvement Plan – continued

<b>Drainage</b>										
Item	Description	Sector	Estimated Original Budget	Modified Budget	Federal/State Sources	General Fund - Current	TIF I	TIF II	Bond/Debt	Fund Balance Committed/ Assigned
1	Battery Shores Drainage	3	\$ 158,040.00							
2	Craven/ Charles Street Drainage	1	\$ 182,047.50							
3	North/West Drainage	1	\$ 72,621.00							
4	North/Euhaw Drainage	1	\$ 52,308.00							
5	Point Outfall (Port Republic)	1	\$ 15,116.40							
6	Twin Lake Drainage	3	\$ 92,541.00							
7	First Blvd. Pond Improvements	3	\$ 144,534.00							
8	Southside Canal Improvements	3	\$ 260,502.00							
9	Cottage Farm Drainage	3	\$ 29,550.00							
10	Ott Property Drainage	3	\$ 28,080.00							
11	Johnny Morral Drainage	3	\$ 177,528.00							
12	North Hermitage Drainage	2	\$ 199,070.00							
13	South Hermitage Drainage	2	\$ 38,583.00							
14	Azalea Drive Drainage	3	\$ 50,064.00							
15	Pigeon Point and Boundary Drainage	1	\$ 30,456.00							
16	Battery Creek Headwaters Improvement - Phase I (County shared)	4	\$ 250,000.00							
<b>Street Lighting</b>										
Item	Description	Sector	Estimated Original Budget	Modified Budget	Federal/State Sources	General Fund - Current	TIF I	TIF II	Bond/Debt	Fund Balance Committed/ Assigned
1	Street Light Replacement/ Improvement	1	\$ 555,000.00							
2	Christmas Decorations for new Street lighting	1	\$ 120,000.00							

# Preliminary Capital Improvement Plan - continued

Other										
Item	Description	Sector	Estimated Original Budget	Modified Budget	Federal/State Sources	General Fund - Current	TIF I	TIF II	Bond/Debt	Fund Balance Committed/ Assigned
1	Fire Station, Mossy Oaks	3	\$ 2,273,967.12						\$2,273,967.12	
2	Arsenal HVAC replacement	1	\$ 25,000.00							
3	Allison Road Improvements - Phase I	3	\$ 821,043.60			\$80,500.00				
4	Basil Green Park	1	\$ 1,068,240.00							
5	Bicycle Improvements - Sharrows	1	\$ 152,000.00							
6	East Boundary Street - Phase I	1	\$ 34,269.00							
7	Green Street Streetscape - Phase I	1	\$ 650,000.00							
8	Green Street Streetscape - Phase II	1	\$ 650,000.00							
9	Green Street Streetscape - Phase III	1	\$ 650,000.00							
10	Duke Street Streetscape - Phase II	1	\$ 725,258.75		\$500,000.00	\$75,630.00			\$0.00	\$149,628.75
11	Pedestrian Crossings	ALL	Price/YR							
12	Banner Area	1	\$ 73,860.00							
13	Sycamore Streetscape	1	\$ 71,790.00							
14	Day Dock	1	\$ 300,000.00							
15	Mooring Field	1	UNK							
16	Access through Quality Inn	4	\$ 100,000.00							

Notes:

All costs based on 2012 values.

- Design & Permitting
- Construction
- Current Active

# What is next?

- Link the projects identified to the Sector plans identified in Chapter 11 of the Civic Master Plan by Sector.
- Review the list to ensure that it contains the priority list of projects that City Council would like to complete in 1 –3 years.
- Take a closer look at each Sector plan to assist in developing the Capital Project Budget.
- Review the funding options and the timing for each project.

**QUESTIONS?**