



Colchester Selectboard
October 28, 2014

ACTION SHEET

Colchester Capital Budget Program

RECOMMENDED ACTION: The Colchester Selectboard moves to approve the Town of Colchester Capital Budget Program Plan for fiscal years 2016 through 2020 with an amendment to reference the civic building project in the Severance Corners area per the recommendation of the Planning Commission and the execution of a Memorandum of Understanding by the Selectboard for same and to authorize staff to implement and adjust the plan up to, but not exceeding, the amounts for which there is funding available.



Memo

From the Office of the Town Manager

To: Colchester Selectboard
From: Dawn H. Francis, Town Manager
Aaron Frank, Assistant Town Manager/CFO
Bryan Osborne, Director Department of Public Works
Date: October 28, 2014
Re: Town of Colchester Capital Budget Program Plan for FY16-FY20

The Issue: The issue is whether the Selectboard will approve the Town of Colchester Capital Budget Program Plan for fiscal years 2016 through 2020, with an amendment to reference the civic building project in the Severance Corners area per the recommendation of the Planning Commission and the execution of a Memorandum of Understanding by the Selectboard for same.

Background: The purpose of the Capital Budget is to identify major physical improvements needed to serve the community for the next five years. Capital projects are defined as major improvements on a non-recurring nature to the physical plant including buildings, parks, streets, facilities (24 V.S.A § 4430). Projects contained within the Program Plan include vehicle and equipment acquisition, facility, transportation, drainage, park and information technology improvements.

Within the five year period, the Program Plan includes a total of \$6,587,890 in general fund expenditures from various revenue sources which include the Capital Equipment and Facility Repair Plan, the Capital Transportation Program Plan, the Mill Pond Road Bridge Reserve Fund, the Park Capital Plan, the Technology Reserve Fund, and the Communications Reserve Fund. The Program Plan includes an additional \$12,620,595 in expenditures from other revenue sources including state and federal grants, as well as Recreation Impact Fees.

Key Issues:

1. The Capital Program Plan is a highly fluid document. While the improvements have been carefully planned and prioritized, there are numerous variables that may serve to significantly alter the staff's implementation of the plan FY 16 Capital Budget Plan. These include, but are not limited to, unplanned infrastructure repairs, project delays, unexpected project cost increases, the availability of future grants and the re-authorization of capital funding program plans.
2. Over the past 3 years, the Town has sustained approximately \$1.6 million in damages to storm water infrastructure due to severe storms. The funding for these projects is expected to come mostly from the Capital Transportation Program Plan. The annual paving program has been altered to create funding capacity resulting in no paving planned for FY16.
3. While the current pavement condition of Prim Road and Heineberg Drive would ordinarily require rehabilitation, these projects have been deferred from the program pending additional information regarding a possible sewer project through this corridor. In the event that the sewer project does not advance, significant changes will be required to the Capital Program.

4. While projects extended through FY20 are contained within the plan, the authorization for the majority of the underlying funding programs will require re-authorization prior to FY20. These include the Capital Transportation Program, the Park capital Plan, the Technology Reserve Fund and the Communications Reserve Fund (the latter two will be voted upon again at Town Meeting 2015).
5. The Capital Budget Plan will be brought to the Selectboard and Planning Commission for consideration annually, including a public hearing. Beginning in 2015, the Plan shall provide a report on the prior year's plan, the current year's plan to date and the upcoming five years plan.
6. Per the Selectboard's request, a copy of the plan was forwarded to the Fire Departments and Colchester School District, but no response was received.

Staff Recommendation / Proposed Motion: It is recommended that the Colchester Selectboard move to approve the Town of Colchester Capital Budget Program Plan for fiscal years 2016 through 2020 with an amendment to reference the civic building project in the Severance Corners area per the recommendation of the Planning Commission and the execution of a Memorandum of Understanding by the Selectboard for same and to authorize staff to implement and adjust the plan up to, but not exceeding, the amounts for which there is funding available.



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www.colchestervt.gov

TO: Dawn Francis, Town Manager
FROM: Sarah Hadd, Director of Planning & Zoning
DATE: October 22, 2014
RE: Severance Corners Growth Center TIF
CC: Planning Commission

The Colchester Planning Commission met on October 21, 2014 and evaluated the proposed Colchester Capital Budget. The Commission endorsed the budget however one modification was requested. Under "Facility Projects" for year 2015 the Commission requests that a "Civic Building for Severance Corners" be allocated a sum of \$5,000. As you are aware, the Town is seeking renewal for its New Town Center and Growth Center at Severance Corners. As required by 24 V.S.A. §2793b (b) (10) the Town must provide the Vermont Downtown Board with "evidence that civic and public buildings do exist, or will exist in the center, as shown by the capital improvement plan or the capital budget and program, and the official map." Adding a line item to the capital plan that reflects that Town's plans to have a civic building exist at Severance Corners will greatly assist in the renewal efforts.

On the behalf of the Commission, thank you for your consideration in this matter. As always, please feel free to contact me directly with any questions at 264-5602 or shadd@colchestervt.gov.

FACILITY PROJECTS	Funding	FY15	FY16	FY17	FY18	FY19
Severance Corners-Information Kiosk Enclosure	CEFP		\$ 10,000			
Rescue-Roof and Trim Replacement	CEFP	\$ 30,000				
Rescue-Tree Removal	CEFP	\$ 6,750				
Rescue-Replace Rear Deck	CEFP	\$ 3,500				
Rescue-Replace Carpet	CEFP		\$ 5,000			
Rescue-Exterior Painting	CEFP		\$ 7,000			
Rescue-Replace Furnace	CEFP					\$ 4,500
Rescue-Replace Air Exchanger	CEFP					
Rescue-Replace Air Handling Unit	CEFP					
Rescue-Replace Condensing Units	CEFP					
Meeting House-Exterior Painting	CEFP	\$ 15,000				
Meeting House-Cupola and Roof Repair	CEFP	\$ 50,000				
Meeting House-Front Door Replacement	CEFP	\$ 5,000				
Meeting House-Replace Sound system	CEFP	\$ 3,000				
Historical Society-Exterior Painting	CEFP	\$ 8,000				
Historical Society-Foundation Repair	CEFP	\$ 3,750				\$ 4,500
Historical Society-Replace Furnace	CEFP					
Police Station-Heat Pump Enclosure	CEFP	\$ 3,000				
Library-Door and Window Replacement	CEFP	\$ 8,000				
Library-Brick Repair	CEFP	\$ 1,600				
Library-Slate Roof Cleaning	CEFP	\$ 1,100				
Library-Replace Rotting Trim	CEFP	\$ 5,000				
Library-Replace First Floor Carpet	CEFP		\$ 15,000			
Library-Replace furnace	CEFP		\$ 4,000			
Library-Replace AC Units	CEFP		\$ 8,200			
Library-Replace Condensing Units	CEFP		\$ 7,000			
Library-Exterior Painting	CEFP				\$ 4,500	
Town Offices-Third Floor Meeting Room	CEFP		\$ 15,000	\$ 135,000		
Total Facility Improvements		\$ 143,700	\$ 71,200	\$ 135,000	\$ 4,500	\$ 9,000
CEFP Financial Summary						
Beginning Fund Balance		\$ 205,289	\$ 164,326	\$ 157,527	\$ 192,858	\$ 470,502
Program Funding		\$ 380,628	\$ 383,292	\$ 385,975	\$ 388,677	\$ 391,398

Total CTP Expenditures	\$ 1,141,783	\$ 700,655	\$ 678,025	\$ 667,164	\$ 681,167
Bridge Reserve Fund	\$ 5,229	\$ 151,200	\$ -	\$ -	\$ -
Total PCP Expenditures	\$ 73,764	\$ 330,000	\$ 89,500	\$ 87,500	\$ 155,000
Total RAD Expenditures	\$ 57,390	\$ 70,000	\$ 25,000	\$ -	\$ -
Total IT Expenditures	\$ 68,563	\$ 61,566	\$ 115,051	\$ 74,249	\$ 70,718
State/Federal Expenditures	\$ 1,970,719	\$ 8,499,350	\$ 3,458,512	\$ 367,733	\$ -
Total Capital Expenditures	\$ 3,825,106	\$ 10,231,034	\$ 4,771,583	\$ 1,317,498	\$ 1,629,820
FUTURE CAPITAL NEEDS	FY21-FY30	Available Funds	Funding Source	Funding Shortfall	
Capital Equipment					
Equipment Replacement	\$ 4,284,413	\$ 4,284,413	CEFP	\$ -	
Facility Projects					
Facility Repairs	\$ 50,000	\$ 50,000	CEFP	\$ -	
Facility Renovation	\$ 2,200,000	\$ -		\$ 2,200,000	
Community Center	\$ 12,000,000	\$ -		\$ 12,000,000	
Sub-total	\$ 14,250,000	\$ 50,000		\$ 14,200,000	
Transportation Projects					
State Highway Projects	\$ 20,900,000	\$ 20,900,000	FHWA	\$ -	
Local Highway Projects	\$ 17,626,144	\$ 9,644,144	FHWA	\$ 7,982,000	
Paving Projects	\$ 2,579,535	\$ 2,579,535	CTP	\$ -	
Gravel Road Reconstruction	\$ 1,907,666	\$ -		\$ 1,907,666	
Sidewalk Construction	\$ 14,545,000	\$ 1,825,595	CTP	\$ 12,719,405	
Sidewalk Reconstruction	\$ 1,000,000	\$ 1,000,000	CTP	\$ -	
Multi-Use Path Construction	\$ 20,680,920	\$ 1,825,595	CTP	\$ 18,855,325	
Sub-total	\$ 79,239,265	\$ 37,774,869		\$ 41,464,396	
Stormwater Projects					
Storm Drain Construction	\$ 14,870,573	\$ -		\$ 14,870,573	
Storm Drain Reconstruction	\$ 7,719,996	\$ -		\$ 7,719,996	
Sub-total	\$ 22,590,569	\$ -		\$ 22,590,569	

Sewer Projects									
Malletts Bay Sewer				\$ 16,000,000	\$ -			\$ 16,000,000	
Exit 17 Sewer				\$ 10,000,000	\$ -			\$ 10,000,000	
Sewer Reconstruction				\$ 2,000,000	\$ 500,000	Sewer Fund		\$ 1,500,000	
Sub-total				\$ 28,000,000	\$ 500,000			\$ 27,500,000	
Park Projects									
Park Improvements				\$ 1,044,490	\$ 1,044,490	PCP		\$ -	
Village Park Construction				\$ 1,500,000	\$ 373,857	RAD		\$ 1,126,143	
Sub-total				\$ 2,544,490	\$ 1,418,347			\$ 1,126,143	
Information Technology Projects									
Computers				\$ 350,000	\$ 350,000	Reserve		\$ -	
Communications				\$ 200,000	\$ 200,000	Reserve		\$ -	
Sub-total				\$ 550,000	\$ 550,000			\$ -	
Total				\$ 151,458,737	\$ 44,577,629			\$ 106,881,108	