

**City of Carson City  
Agenda Report**

**Date Submitted:** March 7, 2014

**Agenda Date Requested:** March 20, 2014

**Time Requested:** 20 minutes

**To:** Mayor and Supervisors

**From:** Public Works and Finance

**Subject Title:** Action to accept the 2014/15-2018/19 Capital Improvement Program.

**Staff Summary:** This is the annual update of the City Capital Improvement Program which accompanies the City's annual budget. The significant issue again this year is that the majority of General Fund capital requests have not been budgeted to a significant level because of continuing limited funding available. The Utility capital funding is consistent with the program began this current fiscal year with adoption of the new water, sewer, and stormwater rates. Two medium term funding programs are proposed for the Sheriff Dispatch System and Landfill. As a result of the 1/8<sup>th</sup> cent sales tax adoption the MAC, Animal Services Facility, and the Corridor and Downtown projects are also included in the CIP.

**Type of Action Requested:** (check one)  
 Resolution  Ordinance  
 Formal Action/Motion  Other (Specify)

**Does This Action Require A Business Impact Statement:**  Yes  No

**Recommended Board Action:** I move to accept the 2014/15-2018/19 Capital Improvement Program.

**Explanation of Board Action :** The Carson City 2014/15-2018/19 Capital Improvement Program (CIP) is a 5-year schedule of public physical improvements to the City's infrastructure. The CIP sets forth proposed expenditures for systematically constructing, upgrading, expanding and replacing the community's physical plant. Projects are typically major expenditures. They can be either infrequent projects, such as the Wastewater Treatment Plant upgrades or systematic improvements, such as parking lot maintenance. Staff coordinates a project with any related projects, reviews the project in order to determine how completing the project will accomplish the goals and policies of Carson City, identifies a funding source and develops a project schedule. Projects are reviewed by the responsible department and placed within the department's five-year schedule. The CIP is then approved by the Board of Supervisors as part of the Annual Budget process. During the annual review of the 5-year CIP completed projects are removed, new projects are proposed and scheduled projects are moved forward through the schedule or moved to later years. The timing of a project is dependent on the current condition of the facility and funding availability.

The primary funding issues for the CIP are the lack of General Fund dollars due to the recent downturn in sales tax revenue. Currently there are limited General Fund dollars available to fund regular capital programs and projects. As a result only 6 projects are proposed for funding and remaining funds are recommended to be held in reserve for break/fix situations which may arise during the course of the year.

Funding for water, wastewater, and stormwater projects are consistent with the program adopted this current fiscal year with adoption of the new utility rates.

There are two programs which are proposed to be funded with medium term financing which include \$1,300,000 for the Sheriff Dispatch System software program migration from the Tiburon system to the windows system which will be funded from from the 911 surcharge approved previously. In addition, the landfill equipment of approximately \$1,500,000 and entrance paving replacement for \$200,000 will be funded with medium term financing which will be funded from landfill budget reductions to fund debt payments.

Lastly, as a result of the 1/8<sup>th</sup> cent sales tax adoption the MAC, Animal Services Facility, and the Corridor and Downtown projects are included in the CIP.

**Applicable Statue, Code, Policy, Rule or Regulation:**

**Fiscal Impact:** Each project amount as approved in various budgets.

**Explanation of Impact:** The budgets contain the first year capital projects.

**Funding Source:** Various Accounts as provided in FY's 2014/2015.

**Alternatives:** Provide other direction pursuant to Board Action

**Supporting Material:** CIP Document

**Prepared By:** Andrew Burnham, Deputy Public Works Director

**Reviewed By:**  Date: 3/11/14  
(Public Works Director)  
 Date: 3/11/14  
(City Manager)  
 Date: 3/11/14  
(District Attorney)  
 Date: 3/11/14  
(Finance Director)

**Board Action Taken:**

Motion: \_\_\_\_\_ 1) \_\_\_\_\_ Aye/Nay  
2) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

**FY 2014-19 General Fund Capital**

Department	Description	Fund	Capital				Operating Expenses
			FY 14/15	FY 15/16	FY 16/17	FY 17/18	
Sheriff	<b>Projects Recommended For Funding</b>						
	Steamer - Detention Facility	210	10,000				
	Dishwasher - Detention Facility	210	14,000				
	IP Network Infrastructure	210	17,500				
	Telephones and supporting equipment - Senior Center	210	27,000				
	Defibrillators for EMS operations	210/501	99,000				
	Library Fire/Burglar Alarm Replacement	210	22,531				
	<b>Total</b>		<b>190,031</b>				
	<b>Projects Not Recommended for Funding At This Time</b>						
Fire	<b>Safety Projects</b>						
	Fire Station 54 Vehicle Exhaust System	210	15,000				
Health	Large Oxygen Cylinder Lifter	210/501	9,000				
	Animal Services - fire alarm system	210	13,806				
Juvenile Probation/Detention	Animal Services - security system	210	2,946				
	Secured Gated Parking Area (Match of AB65 funds)	210	24,999				
Parks/Facilities	Playground safety resurfacing material	210	10,000	10,000	10,000	10,000	10,000
	Replace Community Center facility entrance mats	210	5,019				
	Add Oil Coolers (x2) to Ice Rink Chiller	210	8,772				
	Jail Lock and Intercom	210	165,000				
	<b>Total</b>		<b>254,542</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
	<b>Maintenance/Replacement Projects</b>						
Fire	Remodel the Kitchen at Fire Station 51	210	13,000				
	Paint Exterior of Fire Station 51	210	10,000				
	Gurney's for EMS Operations	210/501		12,000	12,000	12,000	12,000
	Blowers/Fans	210		15,000			
	Fire Station Encoding (West Net)	210	52,500				
	Defibrillators for EMS operations	210/501		34,000	34,000	34,000	34,000
	Aerial Unit (Quint & Equipment)	210	925,000	95,000			
	Technical Rescue Equipment	210	26,000				
	Hurst tools for Technical Rescue operations	210		50,000			
	Carpet 3 upstairs offices - 900 E. Long	210	8,000				
	IP Network infrastructure (gen govt portion only)	210	20,000	20,000	50,000		
	Desktop and laptop computers (gen govt portion only)	210	25,000	40,000	40,000	40,000	40,000
	Telephones and supporting equipment - Library	210	30,000				
Juvenile Probation/Detention	Shower tile replacement (Detention)	210					15,000
	Probation Carpet Replacement	210		15,000			
	Detention Control Panel Upgrade	210	200,000				
	Juvenile Rec Yard Asphalt concrete replacement	210	35,000				
	New flooring (Detention)	210		20,000			
	Kitchen cabinet replacement (Detention)	210			25,000		