

CAPITAL PROJECT DETAILS

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Capital Project Details Sheets

The detail sheets contained in sections 7 – 13 of the Capital Improvement Program (CIP) document provide a variety of information about the City’s Capital Improvement Program (CIP) projects. The format of the detail sheets was changed beginning in FY 2014, to provide clear, concise and relevant information for each project. Additionally, the display of the financial (budget) details is different this year, as each project now has an individual “Sources and Uses” table. The following information is provided on each project details sheet:

Project Header Section

Project Title – The title by which the project is referred to in official documents.

Document Subsection – Identifies the group of like projects in which the project is included, within the section.

Managing Department – Identifies the agency that is primarily responsible for planning and managing the project.

Supporting Department(s) – Identifies agencies providing project support to the managing department.

OCA – Organizational Cost Account, for accounting purposes.

Project Location – Specific location of project, Citywide initiative, or regional project.

Reporting Area – Reporting areas used by Planning and Zoning to identify areas of the City, Citywide initiative, or regional project.

Project Category – Describes the project type. There are three project categories: Category 1 – Asset Maintenance; Category 2 – (One-Time) Renovation to Existing Assets; Category 3 – New Facilities (or support of new facilities).

Estimate Useful Life – Where possible, information on the useful life of the improvement.

Financial (Budget) Information

For Category 1 projects, financial information (budget) is displayed by providing information on unallocated and allocated project balances, and then FY 2014 – 2023 projects. Since these are annual maintenance of effort projects, that allocated and unallocated balances provide information on the rate of implementation and in some cases may be utilized to reprogram planned funding if sufficient balances exist to complete the work plan for the coming fiscal year. A Category 1 project is shown below:

Ball Court Renovations													
	A	B	C	D	E	F	G	H	I	J	K	L	M (C:L)
	Allocated Balance (02/13)	Unallocated (02/13)	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Total FY 2014-2023
Expenditure Budget	215,460	0	225,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,575,000
Financing Plan													
Prior City Funding	215,460	0	0	0	0	0	0	0	0	0	0	0	0
General Obligation Bonds	0	0	210,000	135,000	135,000	135,000	135,000	135,000	135,000	135,000	135,000	135,000	1,425,000
Cash Capital	0	0	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	150,000
Total Financing Plan	215,460	0	225,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,575,000
Add. Operating Impact													
Annual Impact			0	0	0	0	0	0	0	0	0	0	0
Cumulative Impact			0	0	0	0	0	0	0	0	0	0	0
Basis of Project Cost Estimation: Cost estimates have been generated based on price quotes and previous work under the City’s blanket contract.													

For Category 2 or 3 projects, financial (budget) information is displayed by providing the total cost of the project, which is equal to all project funding through FY 2013, and then planned funding for FY 2014 – 2023. Since these projects have a defined start and finish date, providing total project costs is more beneficial than providing allocated and unallocated balances. In prior plans, the total project was not always clear, or not included. Providing the total project cost will also make it easier to track changes in the project budget over the years. A Category 2 project is shown below:

Windmill Hill Park Improvements													
	A (B+M)	B	C	D	E	F	G	H	I	J	K	L	M (C:L)
	Total Budget & Financing	Through FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Total FY 2014-2023
Expenditure Budget	5,697,500	1,697,500	0	300,000	3,700,000	0	0	0	0	0	0	0	4,000,000
Financing Plan													
General Obligation Bonds	4,623,953	923,953	0	0	3,700,000	0	0	0	0	0	0	0	3,700,000
Cash Capital	1,038,547	738,547	0	300,000	0	0	0	0	0	0	0	0	300,000
Private Capital Contributions	35,000	35,000	0	0	0	0	0	0	0	0	0	0	0
Total Financing Plan	5,697,500	1,697,500	0	300,000	3,700,000	0	0	0	0	0	0	0	4,000,000
Add. Operating Impact													
Annual Impact			0	0	0	0	0	0	0	0	0	0	0
Cumulative Impact			0	0	0	0	0	0	0	0	0	0	0
Basis of Project Cost Estimation: In March 2007, a consultant, RKK, conducted a cost analysis of the bulkhead portion of the project. Of the \$1,697,500 budgeted through FY 2013, a balance of \$1,304,727 remains available for this project.													

Additionally, information providing the costs of additional operating impacts associated with project completion and the basis for the cost estimation used to develop the project budget is provided in the financial (budget) information tables.

Project Description and Justification

Each project contains a clear and concise project description and justification for the project. The project description and justification contains the following information:

- Description of the project
- History of the project (if relevant to the current year's plan)
- Project status
- Discussion of non-City funding sources
- Benefits of completing the project

Linking to the City's Strategic Plan

Relevant information to link the project to the City's Strategic Plan is contained in the table on the right hand side of each page. Each table contains:

- Relevant Strategic Plan Goals, with the first goal listed tied to the spreadsheet in the Expenditure Summary Section.
- LTO – Long-Term Outcomes as developed by the Office of Performance Accountability (OPA) and City staff.
- IO – Intermediate Outcomes as developed by the Office of Performance Accountability (OPA) and City staff.
- External or Internal Adopted Plan or Recommendation (if applicable)
- Details of funding changes from the prior year approved plan (if applicable)
- Explanation of additional operating impact corresponding to the numbers in the financial (budget) information table.