

# CITY COUNCIL WORK SESSION

## Capital Improvement Plan

February 2, 2009 – 6:30 p.m.

Eileen Dondero Foley Council Chambers

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City Council Present: Mayor Ferrini, Assistant Mayor Blalock, Councilors Novelline Clayburgh, Dwyer, Smith, Kennedy (7:15), Hejtmanek, Pantelakos and Spear

Officials Present: John P. Bohenko, City Manager; Cindy Hayden, Deputy City Manager; Christopher LeClaire, Fire Chief; David Ferland, Police Captain; Dr. Robert Lister, Superintendent of Schools; Steve Parkinson, Director of Public Works; David Allen, Deputy Public Works Director; Peter Rice, Water & Sewer Engineer; Alan Brady, Communication Supervisor – Information System Projects; Andrew Purgiel, Controller and Dianne Kirby, Deputy City Clerk

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### **I. Call to Order**

At 6:55 p.m., Mayor Ferrini called the work session to order and turned the meeting over to City Manager Bohenko.

### **II. Introduction**

City Manager Bohenko advised the City Council that the staff has put together a PowerPoint presentation on the proposed Capital Improvement Plan (CIP) for FY2010-2015. He stated that this is a six-year Capital Improvement Plan that is being presented in accordance with state and local requirements. He stated that Sections 7.6, 7.7 and 7.8 of the City Charter outlines the requirements and procedures for drafting and updating the CIP on an annual basis. City Manager Bohenko went on to explain that this fall a memo was sent to all departments asking them to update the plan and identify any new projects or equipment that they felt needed to be included in the CIP. He stated that when all the proposals were submitted, a sub-committee of members from the Planning Board, the City Manager and City staff reviewed them. He stated that for FY 10, the departments submitted projects totaling \$1,135,000.00 that would directly affect the FY10 General Fund Budget. He stated that last year the Planning Board proposed funding for \$1.2 million of improvements which was reduced during the budget process to \$1,035,000.00 and was finally approved by the City Council in May of last year. He said that in FY10 the Planning Board and he are proposing the City Council appropriate \$800,000.00 for the General Fund portion of the Capital Plan. He said it should be noted that projects that are bonded require a separate vote by the City Council and a public hearing with a 2/3 vote. He said those projects that are identified in the out years, FY11-15 are for planning purposes with actual funding not required in FY10. He stated that the total CIP scheduled for FY10 including general fund bonding and enterprise funds is \$74.5 million of which \$39 million is being leveraged with Federal, State, and other sources such as public/private partnerships. City Manager Bohenko stated that when you look at the amount of money we get in Federal, State and other sources, he said that about \$.50 comes from the other sources and not the local taxpayer.

City Manager Bohenko stated that city staff would make their presentation and then the meeting would be opened up to the Council for questions and discussion.

City Manager Bohenko turned the meeting over to Fire Chief Christopher LeClaire.

### **III. Presentation: Overview of Projects by Staff**

#### **A. Vehicles and Equipment**

Fire Chief LeClaire spoke to the ambulance replacement program with ambulance #2 scheduled for replacement in FY2011. He spoke to the allocation to replace two older vehicles (Engine 6 and Rescue 1) with one multi-use unit. He stated that the new heavy rescue/pumper unit will carry equipment needed to perform any technical rescue, and will also carry a pump and tank to act as an engine for fire suppression. He further stated that this allocation includes equipment, radios, lettering and striping, etc. Fire Chief LeClaire spoke to the replacement of a 1988 Emergency One Hush pumper with a new custom pumper with a 5-person cab, medical compartment, 500 gallon tank, 2,000 gallon per minute (gpm) pump, foam system and related equipment. He stated this allocation includes equipment, radios, lettering and striping, etc. Fire Chief LeClaire stated that the next slide in the project continues the CIP Rolling Stock replacement program for large apparatus. He said this allocation will purchase a new custom pumper with a 5-person cab with medical compartment, 500 gallon tank, 2,000 gpm pump, foam system and related equipment to replace this 1999 Emergency One pumper. He stated that funds include complete set-up including radio, lettering and striping, and some equipment.

Police Captain David Ferland spoke to the acquisition of a mobile command post. He stated that this unit is a key component of the Police Department's communications and response system. He stated that this project is identified for FY12.

Fire Chief LeClaire spoke to the Cardiac Monitors and Defibrillator Replacement and Upgrade Program. He stated this project will provide for the replacement of the three front line cardiac monitors/defibrillators that are carried on the department ambulances. He said the current units will be close to 10 years old at the projected replacement date in FY10. Fire Chief LeClaire spoke to the replacement of all protective clothing to meet current safety standards.

Police Captain David Ferland spoke to the need for an electronic document management system – digital archive system which will eliminate paper storage/space making it easily accessible and protect it from loss. He further spoke to the need for an automated fingerprint identification system, thereby allowing for rapid response of suspects within the system. He stated the Police Department is seeking to modify its existing radio system with encryption capabilities.

#### **B. Buildings and Infrastructure**

Fire Chief LeClaire spoke to the need to replace Fire Station 3. He stated that an evaluation of the station revealed updating is required beyond multiple, costly renovations.

Police Captain David Ferland spoke to the need for a Police Station Feasibility Study to examine the current and future space and operating needs, expand the evidence storage room, add two garage bays, and modify the training room and other improvements to address current space issues.

Dr. Robert Lister, Superintendent of Schools outlined school facilities capital improvements, Middle School upgrades and Elementary Schools upgrades.

Cindy Hayden, Deputy City Manager, spoke to the Prescott Park City Marina Docking Facility and the African Burying Ground. She further spoke to the land acquisition project fund for the purchase of land that has been determined should be municipally owned. She discussed the historic markers project which will fund the design, development, fabrication and installation of a series of historic markers to replace those that previously existed. She talked to the ongoing playground improvements and the rehabilitation for the Plains Playground near Pearson Street and the Plains ball field. She reviewed the implementation of the Peirce Island Master plan, the Jones Avenue Conceptual Master Plan and the Bow Street public-private waterfront improvements. She went on to outline the Phase I preliminary design for the demolition and redevelopment of the McIntyre Federal Office Building site and the re-use of the Paul A. Doble Army Reserve Center. Deputy City Manager Hayden further outlined the Winchester Place/Ledgewood Manor Park improvements and the enhancement of the North Mill Pond Pedestrian and bike pathway. She outlined the ongoing project of Phase II construction and redevelopment of the McIntyre Federal Office Building site. She spoke to the master plan planning process wherein every ten years the City is required to adopt a new Master Plan. She stated that this project is intended to establish funds for this planning process starting in approximately 2012.

Steve Parkinson, Director of Public Works spoke to the Atlantic Heights and Pannaway Manor sound barrier projects and the reclamation of the former stump dump. He reviewed projected improvements to the historic cemetery, Municipal Complex, indoor pool and the City's seawalls. He discussed funding for major renovation projects for the High Hanover Parking Facility. He also spoke to building, road and infrastructure improvements throughout the City. He addressed the Municipal Complex boiler replacement, and the Maple Haven storm water drain system.

#### C. Information Systems

Alan Brady, Communications Supervisor spoke to replacing the current government analog broadcast system to a digital server based system and upgrading/replacement of City Hall, Police and Fire Departments, Public Works and Recreation Center technology needs.

#### D. Transportation Management - Direct

Steve Parkinson, Director of Public Works reviewed the public transportation projects to increase service frequencies and improvement to Citywide transit infrastructures such as bus, shelters, benches, bike racks, and waste receptacles.

Steve Parkinson, Director of Public Works discussed the free public parking/shared lot agreements, the violations management program and the replacement of the handheld ticket writers, printers and a master database system. He further spoke to the replacement of parking meters.

Steve Parkinson, Director of Public Works reviewed the Wayfinding system. He spoke to the new sidewalk construction on Spinney Road, Peverly Hill Road, US Route 1, Middle Road and the citywide sidewalk reconstruction program. He reviewed the citywide traffic signal upgrade program and the pedestrian signal upgrades. He spoke to the intersection/signals on Market Street Rail Road Crossing, Islington, Bartlett Streets and Jewell Court realignment and Woodbury Avenue turning lanes and traffic operational improvements. He further spoke to funding for the replacement of various bridges throughout the City. He discussed the Ceres Street and McDonough Street Area improvement projects. He reviewed the Elwyn Park neighborhood intersection traffic calming improvements, the Ocean Road upgrade/traffic calming, the Aldrich Road traffic safety improvements and the traffic modeling project. He further spoke to the citywide tree replacement program. He reviewed the Market Street Interchange Project, the Gateway improvements – Exit 7, the street paving, management and rehabilitation, the Islington Street streetscape improvements, the Maplewood Avenue rehabilitation project, the Aviation Drive Rehabilitation, the Rochester Avenue Rehabilitation and the International Drive Rehabilitation.

#### E. Transportation Management – Indirect

Steve Parkinson, Director of Public Works spoke to the Grafton Road Bikeway, intersection/signals on US Route 1/Constitution Avenue, the Memorial Bridge and B&M Railroad/Bartlett Street Bridge Replacements. He discussed the Atlantic Heights streetscape improvements, US Route 1 roadway reconstruction from Wilson Road to Constitution Avenue and the Market Street interchange coordination project. He discussed the reconstruction of US 1 Bypass South Lafayette Plaza to Traffic Circle including Bridges 173/071, 183/087, 188/100 & 192/106 and the reconstruction of US 1 Bypass North Traffic Circle to Sarah Long Bridge including Bridges 211/114, 227/112, & 205/116. He further spoke to the Traffic Circle replacement and the new roundabout – Corporate/International/Durham.

#### F. Enterprise Funds – Sewer

Peter Rice, Water & Sewer Engineer reviewed the combined sewer overflow long term control plan (LTCP) – Contract 3 Miller Avenue, Contract 3A Miller Avenue Tributary, Contract 4 Spring Street trunk line, Contract 4A Spring Street Tributaries, Contract 5 Upper Lincoln Avenue Trunk line and the NON-SRF eligible component. He addressed the drainage improvements for cross-country sewer lines, the Heritage Avenue forcemain replacement, the wastewater treatment plant upgrades and the Mechanic Street pump station seawall.

#### G. Enterprise Funds - Water

David Allen, Deputy Public Works Director reviewed the water projects. He discussed the annual water line replacement program, water source augmentation, Maplewood Avenue waterline replacement, Osprey Landing and Hobbs Hill Landing water tank replacements, well station improvements and the Little Harbor Road/Wild Rose Lane (located in New Castle) water lines.

#### IV. Questions and Discussion

Mayor Ferrini thanked the departments and department heads for putting this presentation together. He opened the meeting to questions and discussion.

Councilor Spear asked about our debt services. He said he assumed it to be 4% growth for FY10 and beyond. City Manager Bohenko stated he always assumes we will have future increases. Councilor Spear asked if we were assuming a 4% increase. City Manager Bohenko stated he is correct.

Councilor Dwyer spoke to page 47 (VE-PD-08: Electronic Document Management System (EDMS) – Digital Archive System). She questioned the process to possibly doing an amendment to the CIP. She said she had asked if the work could begin on the digitizing with the money that was there or if we were accumulating the money for two years and she was told we were accumulating the money for two years before beginning. She said it seems to her since this does save a great deal of time and labor that the Council should consider simply funding it this year. City Manager Bohenko stated this would be noted, but amendments should be made during the budget process. Councilor Dwyer stated this was fine with her. City Manager Bohenko stated that the public hearing on the CIP is scheduled for March 2, 2009. He said that any amendments to future years should be made at the March 16, 2009 meeting and general fund amendments should be made during the budget deliberations. He said you will then have a better feel for how much money within the general fund you are going to need to add or subtract. Councilor Spear asked if the digital archive system will be available to other City departments. City Manager Bohenko said he has spoken with the Police Department and yes it will be available to all departments. Councilor Pantelakos asked if there was any chance of special funding from the Justice Department. Police Captain Ferland stated that the digital electronic imaging probably not, but radios there may be. He stated there is nothing ear-marked at this time.

Councilor Smith asked if the defibrillators were just for the vehicles or would they be in the building as well. Fire Chief LeClaire stated they were for the vehicles.

Councilor Novelline Clayburgh spoke to page 56 (BI-SD-04: Middle School Upgrade). She asked if the \$40 million reflects the reimbursement we hope to get from the State. City Manager Bohenko stated when you go back to the financial section you will see we do make that assumption. Councilor Novelline Clayburgh said so it is not \$40 million that we have to pay out. City Manager Bohenko said no, we made that assumption in the amortization schedule and backed it out.

Councilor Spear spoke to page 42 (VE-FD-03: Vehicle-Replacement Fire Engine Number 4) – and 43 (VE-FD-04: Vehicle Replacement Fire Engine Number 1). He stated that in FY13 it is listed to replace Fire Engine 4 which is a 1988 vehicle and then one year later we are replacing Fire Engine 1 which is a 1999 vehicle. He asked why we are replacing Engine 1 so soon. Fire Chief LeClaire stated that Engine 4 served as their front line engine for a few years and then became a reserve for a number of years. He stated that Engine 1 has been the front line engine since they go it. He said it goes out almost every call and is aging rapidly.

Councilor Smith spoke to page 87 (IS-IT-02: Information technology upgrades and replacements). He asked if these funds were coming from the general fund or non-operating funds. City Manager Bohenko stated the funds come from the General Fund, non-operating portion within the budget.

Councilor Spear spoke to page 49 (VE-PD-10: Radio System – Encryption Modules). He stated that this item is funded for five years and asked if some radios were replaced each year or was the money saved up and purchased all at once. Police Captain Ferland stated that the money is saved up and the radios are all purchased at once.

Councilor Novelline Clayburgh spoke to page 75 (BI-PW-24: Artificial Turf Athletic Fields). She stated that this project is proposed for FY13 and asked what would happen if the Middle School project is completed prior to that. City Manager Bohenko stated that we just found out that certain things were going to be accepted by the State. He said there is a feeling that there would be a need for an additional turf field. He said this is an identification of that, but we don't know how this was going to work out with the Middle School in the final design. He said this could change next year. Councilor Spear stated that there is no sidewalk from Rogers Street to Junkins Avenue on Parrott Avenue and he would hope that when this project is finalized this would be included.

Councilor Dwyer spoke to page 57 (BI-SD-05: Elementary Schools Upgrade). She asked when the planning assessment will occur and what is happening with the stimulus potential for the rehabilitation of the Middle School. Dr. Lister, Superintendent of Schools stated that they are waiting for word on the stimulus potential.

Councilor Spear spoke to page 78 (BI-PW-27: Indoor Pool Building Rehabilitation). He asked if there is a company currently working on this issue. City Manager Bohenko stated that the RFQ is out for a recreation review and planning process and we hope to have a report to the City Council by November 2009. He stated that this number may change, but we wanted to identify that something has to be done with the pool. He said this is based on a bond that will come forward to the Council with two readings, a public hearing and vote. Mayor Ferrini stated that at the Councilor's Retreat this was addressed with some deliberation. He said the way this appears as a place holder makes it look like we are going to replace the roof. City Manager Bohenko stated it is not just a roof replacement, but a whole series of things. He stated we have identified this as it is a top priority project and we want to ensure we have enough information for the Council to make a good policy decision. He said we do not feel comfortable that we have that right now. He said we need to go through the process on the study.

Councilor Smith spoke to page 65 (BI-CD-14: Bow Street Public-Private Waterfront Improvements). He asked if any federal money can be used for this. City Manager Bohenko stated this will be discussed Monday evening at the City Council meeting. He said it will be our intent to try to utilize the funds to renovate the park area that we described.

Councilor Smith spoke to page 114 (TSM-CD-20: Roadway: Ceres Street Improvements). He requested if the handicapped ramp is included in this funding. City Manager Bohenko stated that the ramp is not included and again this will be discussed at Monday's City Council meeting.

Councilor Kennedy spoke to page 96 (TSM-DPA/CITY/COAST-03: Public Transportation: Coast Trolley) and 97 (TSM-CITY-04: Free Public Parking/Shared Lot Agreements). She asked how many spaces we have in the City and on Pease that people can park and come into town for the day. City Manager Bohenko stated that there is parking on the City-owned Route 33 lot and the State owned lot at C&J. He stated there is also parking at the St. John's Masonic (70 spaces), the South Mill Pond Playground (90 spaces), Parrott Avenue Municipal Lot (186 spaces) and Bethel Assembly of God that we utilize as well. Councilor Kennedy stated we are in agreement with PDA for cost sharing on the Trolley Service and wanted to know how many spaces we have on Pease. She asked if we need to look at funding with the Trolley to use spaces at Pease and get people into the City. City Manager Bohenko stated that the City is always looking at satellite parking.

Councilor Dwyer spoke to page 78 (BI-PW-27: Indoor Pool Building Rehabilitation). She asked how we can bond anything in FY10 if we do not get the study back until November. City Manager Bohenko stated that FY10 begins in July and hopefully by mid-year of that Fiscal Year we can have that conversation.

Councilor Novelline Clayburgh spoke to page 99 (TSM-CITY-06: Parking: Replacement of Parking Meters). She asked if, when it says parking meters, you really mean pay and display. Mayor Ferrini stated she is correct.

City Manager Bohenko stated that the Public Hearing on the CIP is scheduled for March 2, 2009. He further stated that the Council should adopt the CIP at the March 16<sup>th</sup> meeting, but not later than April 2nd. He stated he can not deliver a budget to the Council until the CIP is adopted. He stated that by adopting the CIP the Council is only recognizing these projects need to go forward and are identified in FY10. He said the real appropriation aspect of it takes place during the budget process. He further stated that bonded items come back later and are held separately as an action of the Council with two readings, a public hearing and a 2/3 vote.

## **V. Adjournment**

At 7:50 p.m., Mayor Ferrini closed the meeting.

Respectfully submitted by:

Dianne M. Kirby, Deputy City Clerk