

TOWN OF COATS
Board of Commissioners
May 29, 2012
Recessed Meeting May 10, 2012
Recessed Meeting May 14, 2012
6:00 p.m.

OFFICIAL MINUTES

I. ABSTRACT:

A regular meeting of the Board of Commissioners was held on May 10, 2012 in the Board of Commissioners' Meeting Room at Coats Town Hall. This meeting was recessed to May 14, 2012. May 14, 2012 meeting was recessed to reconvene on May 29, 2012 at 6 p.m.

II. ROLL CALL:

Mayor Walter Weeks, Commissioner J. C. Allen, Commissioner Allen Mosby and Commissioner Jerry Beasley were in attendance.

Mayor Pro-Tem Dr. Linda Robinson and Commissioner Don Pleasant were absent.

III. CALL TO ORDER:

A quorum being present, Mayor Weeks called the meeting back to order at 6:00 p.m.

Mayor Weeks delivered the invocation.

IV. OLD BUSINESS - CONTINUED

1. 2012-2013 Budget- Capital Improvements Plan:

Kenny Cole Town Manager presented the Board with a five (5) year Capital Improvements Plan identifying the Town's capital outlay and improvement needs. **(Reference #1).** Mr. Cole explained that this CIP was addressed during the Towns' work session in March at Kivett Hall. Mr. Cole shared the 2012-2013 Capital Funding for Public Safety in the amount of \$4,000 for vest and \$468,000 for the new administrative building. Mr. Cole shared the Capital needs that have been requested have been moved to future fiscal years and these can be addressed and evaluated during the 2013-2014 budget process. Mr. Cole explained the priority system he used for the level of funding and requested input from the Board for any changes.

Mayor Weeks confirmed with Town Manager, Kenny Cole that the Board was only adopting the CIP and not committing the Town to future years spending, but adopting a plan so we will know what the Town will be facing in future years. Mr. Cole explained

as the Board looks to the future budgets that the CIP may need to be changed depending of what the Board feels are current needs.

Mayor Weeks discussed the advantage of a CIP for grants and other assistance to help fund these improvements to keep from depending totally on the tax base.

Kenny Cole shared with the Board that Chief Hall has already applied for two (2) grants through the League of Municipalities that will cover the cost for the vest in the current capital expenditures.

Kenny Cole informed the Board that the only change made to the CIP from the prior work session was adding a Main Street Park in the amount of \$14,000 due to the interest from the Board. The Main Street Park is planned for the 2013-2014 budget.

RESOLVED, to adopt Capital Improvements Plan for 2012-2013 as presented.

MOTION BY COMMISSIONER ALLEN MOSBY: SECOND BY COMMISSIONER JERRY BEASLEY.

APPROVED, AYES (3) COMMISSIONERS MOSBY, ALLEN AND BEASLEY NOES (0).

Commissioner Beasley questioned the Video fees and expressed concerns in revenues for the Town. Kenny Cole confirmed that the Video Fees are included in the proposed revenue budget and he is considering proposing \$750 per machine and \$2,000 per business fee. This will be discussed prior to the public hearing on the 2012-2013 budget. Commissioner Beasley inquired about the Fund Balance for the current budget and the projection of the Fund Balance after the \$100,000 payment to USDA. Mr. Cole confirmed that this information will be available and he agreed that the 2011-2012 budget is looking well for the Town. Mr. Cole informed the Board that he has requested no spending thru June except for customary expenditures and the exception of a digital recorder for the Board meetings. Mr. Cole also informed the Board that the Recreation Department expenditures for umpire fees have gone over budget due to the increase activities. Mr. Cole confirmed that the participation fees have also increase.

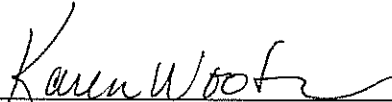
RESOLVED, to adjourn meeting.

MOTION BY COMMISSIONER ALLEN MOSBY: SECOND BY COMMISSIONER J.C. ALLEN.

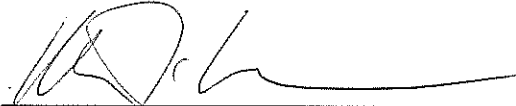
APPROVED, AYES (3) COMMISSIONERS MOSBY, ALLEN AND BEASLEY NOES (0).

Mayor Weeks called meeting adjourned at 6:20 p.m.

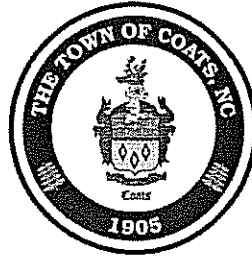
Respectfully Submitted,



Karen Wooten, Town Clerk



Walter Weeks, Mayor



TOWN OF COATS
CAPITAL IMPROVEMENTS PLAN
2012-2013

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INTRODUCTION

DEFINITION: The Capital Improvements Plan (CIP) is a five year plan identifying the Town's capital outlay and improvement needs. By providing a planned schedule of public improvements, the CIP outlines present and future public needs and priorities. A capital improvement is defined as any expenditure for equipment, buildings, infrastructure, land acquisition, plan or project in which the cost exceeds \$5,000 and the estimated useful life is greater than 5 year.

CAPITAL IMPROVEMENT PLAN PROCESS: Capital project planning is an ongoing process. Each year the CIP document is updated. The need or idea for capital improvements can originate from the Mayor, Board, Citizens or Town staff. These items are compiled into this document and presented to the Board of Commissioners each year. Through the annual planning retreat and work session(s), the Board focuses on prioritizing the first year's expenditures. Once the CIP is approved, it outlines the Town's official commitment to funding these expenditures in the upcoming budget. During the annual budget process in the spring, the first year projects are refined and a financing plan is put into place within the Budget to fund those expenditures.

FUNCTIONS OF THE CIP: A CIP must be updated each year. Adopting a CIP does not end with the first year. Changing needs and priorities, emergencies, cost changes, mandates and changes in technology all require the CIP to be updated annually. The Town's public facilities, streets, parks, infrastructure, equipment, etc., are constantly in need of repair, replacement or expansion. A growing population will require additional or new facilities. These reasons require that the CIP be updated to maintain the financial solidity of the Town. The CIP achieves the following objectives as a component of the Town's budget and financial planning process:

- Reduces the need for "crash programs" to finance the construction of Town facilities.
- Focuses attention on community goals, needs and capabilities.
- Achieves optimum use of taxpayer dollars.
- Guides future community growth and development.
- Advance planning ensures that projects are well thought out in advance of construction.
- Provides for the orderly replacement of capital expenditures.
- Encourages a more efficient governmental administration as well as maintains a sound and stable financial program.

THE CIP UPDATE: The document that follows is the update to the CIP and covers the five (5) fiscal years 2012-13 through 2016-17. This document contains capital expenditure requests from each department/division for items over \$5,000 and generally have a useful life of five (5) years or more.

This section of the CIP includes a description of the prioritization system, a summary by funding level for the fiscal year 2012-13 and a summary by department/division and fund for each of the five fiscal years. The remainder of the document contains summary information for each department/division with supporting information on capital project request forms.

**Capital Improvement Plan
FUNDING SUMMARY**

<u>DIVISION DESCRIPTION</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>TOTALS</u>
USES:						
<u>GENERAL FUND:</u>						
PUBLIC WORKS	\$0	\$40,000	\$0	\$0	\$150,000	\$190,000
RECREATION	\$0	\$14,000	\$28,000	\$18,000	\$18,000	\$78,000
PUBLIC SAFETY	\$4,000	\$31,400	\$31,400	\$32,500	\$32,500	\$131,800
LIBRARY	\$0	\$3,950	\$6,950	\$0	\$0	\$10,900
ADMINISTRATION	\$468,000	\$0	\$0	\$0	\$0	\$468,000
PLANNING	\$0	\$0	\$0	\$0	\$0	\$0
	\$472,000	\$89,350	\$66,350	\$50,500	\$200,500	\$878,700
<u>WATER FUND:</u>						
WATER	\$0	\$350,000	\$180,000	\$250,000	\$6,000	\$786,000
	\$0	\$350,000	\$180,000	\$250,000	\$6,000	\$786,000
<u>SOLID WASTE FUND:</u>						
SOLID WASTE	\$0	\$125,000	\$0	\$0	\$0	\$125,000
	\$0	\$125,000	\$0	\$0	\$0	\$125,000
TOTAL USES:	\$472,000	\$564,350	\$246,350	\$300,500	\$206,500	\$1,789,700
<u>SOURCES:</u>						
GRANT FUNDS	\$32,000	\$15,200	\$15,200	\$16,250	\$16,750	\$95,400
INST./PURCHASE	\$338,000	\$531,200	\$196,200	\$266,250	\$189,750	\$1,521,400
RESERVES	\$102,000	\$17,950	\$34,950	\$18,000	\$0	\$172,900
OTHER SOURCES(TBD)	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL SOURCES:	\$472,000	\$564,350	\$246,350	\$300,500	\$206,500	\$1,789,700

PRIORITIZATION SYSTEM

PRIORITIZATION MATRIX: The priority system includes a matrix shown below. This system was developed to assist in the setting of priorities for capital expenditures because not all requests can be funded in any given year due to budgetary constraints.

		Priority		
		High	Medium	Low
Criteria	1	Level A		
	2		Level B	
	3			
	4		Level C	

The matrix contains a measure of priority on the horizontal axis and a determination of criteria category on the vertical axis. **Priorities** of the capital projects are measured as high, medium or low as follows:

HIGH: Project mandated by local, state, or federal regulations, or
 Project is a high priority of the Town Board, or
 Project substantially reduces losses or increases revenues.

MEDIUM: Project maintains existing service levels, or
 Project results in better efficiency or service delivery, or
 Project reduces operational costs, or
 Project improves work force morale.

LOW: Project is not mandated, or
 Project improves service levels, or
 Project improves quality of life.

CRITERIA CATEGORIES:

- I. **Health/Safety/Welfare** - projects that protect the health, safety and welfare of the community and the employees serving it.
- II. **Maintenance/Replacement** - projects that provide for the maintenance of existing systems and equipment.
- III. **Expansion of Existing Programs** - projects which enhance the existing systems and programs allowing for expansion of existing services.
- IV. **Expansion of New Programs** - projects that allow for expansion into new programs and services.

LEVEL OF FUNDING: The grid is further divided into levels:

- Level A - highest consideration for funding,
- Level B - moderate consideration,
- Level C - least consideration for funding resources.

Capital Improvement Plan
PUBLIC WORKS SUMMARY

PROJECT DESCRIPTION	PRIORITY/ TYPE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	TOTALS
		TREET SWEEPER	L3	\$0	\$40,000	\$0	\$0
EAF TRUCK	M2	\$0	\$40,000	\$0	\$0	\$0	\$40,000
TOTALS		\$0	\$40,000	\$0	\$0	\$150,000	\$190,000

Priority definitions: H High
M Medium
L Low

Program type: 1 Health/Safety/Welfare
2 Maintenance/Replacement
3 Existing programs expansion
4 New programs expansion

CAPITAL PROJECT REQUEST FORM
CIP FY 2012 - 2016

DEPARTMENT

PUBLIC WORKS

SUBMITTED BY

Gary Denton

DATE

May, 2012

1. PROJECT TITLE

Leaf Truck

2. TYPE OF PROJECT

- 1 - Health/Safety/Welfare
- 2 - Maintenance/Replacement
- 3 - Existing Programs Expansion
- 4 - New Programs

3. PROJECT DESCRIPTION

Replacement of Leaf Truck for the Public Works Department.

4. JUSTIFICATION (Attach additional information if needed)

This is the replacement of our existing 1991 GMC SL Sierra one ton flatbed dump truck. This truck is a light duty truck that is use for pulling the chipper and the leaf machine. This truck needs to be replaced with a heavier duty truck. The truck has 97,893 miles.

5. DEPARTMENTAL PRIORITY

Budget year to be funded: 2013-14 Priority:

6. PROJECT ALTERNATIVES

None

7. CAPITAL COST BY YEAR:

Prior to July, 2012	_____
FY2012-13	_____
FY2013-14	\$40,000
FY2014-15	_____
FY2015-16	_____
FY2016-17	_____
TOTAL	\$40,000
Beyond 2016-17	_____

8. CAPITAL COST BREAKDOWN:

Planning & Engineering	_____
Purchase	\$40,000
Construction	_____
Miscellaneous	_____
Other	_____
TOTAL	\$40,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues; Installment Purchase

10 OTHER COMMENTS/OPERATING IMPACT

This vehicle is showing excessive wear due to the high volume of usage.

Capital Improvement Plan
RECREATION SUMMARY

PROJECT DESCRIPTION	PRIORITY/ TYPE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	TOTALS
1 PARKING LOT REPAVING	M2	\$0	\$14,000	\$14,000	\$18,000	\$0	\$46,000
2 VEHICLE REPLACEMENT	M2	\$0	\$0	\$0	\$0	\$18,000	18,000
3 MAIN STREET PARK	L3	\$0	\$0	\$14,000	\$0	\$0	14,000
TOTALS		\$0	\$14,000	\$28,000	\$18,000	\$18,000	\$78,000

Priority definitions: H High
M Medium
L Low

Program type: 1 Health/Safety/Welfare
2 Maintenance/Replacement
3 Existing programs expansion
4 New programs expansion

CAPITAL PROJECT REQUEST FORM
CIP FY 2012 - 2016

DEPARTMENT

PARKS AND RECREATION

SUBMITTED BY

Mike Collins

DATE

May, 2012

1. PROJECT TITLE

Parking Lot Paving

2. TYPE OF PROJECT

- 1 - Health/Safety/Welfare
- 2 - Maintenance/Replacement
- 3 - Existing Programs Expansion
- 4 - New Programs

3. PROJECT DESCRIPTION

Repaving and restriping of approximatley 5080 SY of I-1 Asphalt at Coats Park

4. JUSTIFICATION (Attach additional information if needed)

Due to the age and condition of the asphalt parking areas, attention must be given to extend the life of the parking lot. The paving will completed in three different phases.

5. DEPARTMENTAL PRIORITY

Budget year to be funded: 2013-2015 Priority:

6. PROJECT ALTERNATIVES

None

7. CAPITAL COST BY YEAR:

Prior to July, 2012	<u>\$0</u>
FY2012-13	<u>\$0</u>
FY2013-14	<u>\$14,000</u>
FY2014-15	<u>\$14,000</u>
FY2015-16	<u>\$18,000</u>
FY2016-17	<u> </u>
TOTAL	<u>\$46,000</u>
Beyond 2016-17	<u> </u>

8. CAPITAL COST BREAKDOWN:

Planning & Engineering	<u>\$0</u>
Purchase	<u>\$46,000</u>
Construction	<u>\$0</u>
Miscellaneous	<u>\$0</u>
Other	<u>\$0</u>
TOTAL	<u>\$46,000</u>

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues

10 OTHER COMMENTS/OPERATING IMPACT

None

CAPITAL PROJECT REQUEST FORM
CIP FY 2012 - 2016

DEPARTMENT

PARKS AND RECREATION

SUBMITTED BY

Mike Collins

DATE

May, 2012

1. PROJECT TITLE

Recreation Truck

2. TYPE OF PROJECT

- 1 - Health/Safety/Welfare
- 2 - Maintenance/Replacement
- 3 - Existing Programs Expansion
- 4 - New Programs

3. PROJECT DESCRIPTION

Replacement of 2007 Ford Ranger

4. JUSTIFICATION (Attach additional information if needed)

Replace existing 2007 Ford Ranger Recreation pickup.

5. DEPARTMENTAL PRIORITY

Budget year to be funded: 2016-17 Priority:

6. PROJECT ALTERNATIVES

None

7. CAPITAL COST BY YEAR:

Prior to July, 2012	_____
FY2012-13	_____
FY2013-14	_____
FY2014-15	_____
FY2015-16	_____
FY2016-17	\$18,000
TOTAL	\$18,000
Beyond 2016-17	_____

8. CAPITAL COST BREAKDOWN:

Planning & Engineering	_____
Purchase	\$18,000
Construction	_____
Miscellaneous	_____
Other	_____
TOTAL	\$18,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues; Installment Purchase

10 OTHER COMMENTS/OPERATING IMPACT

None

CAPITAL PROJECT REQUEST FORM
CIP FY 2012 - 2016

DEPARTMENT

PARKS AND RECREATION

SUBMITTED BY

Mike Collins

DATE

May, 2012

1. PROJECT TITLE

Main Street Park

2. TYPE OF PROJECT

- 1 - Health/Safety/Welfare
- 2 - Maintenance/Replacement
- 3 - Existing Programs Expansion
- 4 - New Programs

3. PROJECT DESCRIPTION

The Town currently owns 1.87 acres of property on West Main Street. At our recent work session, the Board had an interest in developing this property into a small town park. The park will include a small childrens playground with parking.

4. JUSTIFICATION (Attach additional information if needed)

This is an expansion of our parks system. This will provide a recreational area for the citizens on the west side of Coats.

5. DEPARTMENTAL PRIORITY

Budget year to be funded: 2014-15 Priority:

6. PROJECT ALTERNATIVES

None

7. CAPITAL COST BY YEAR:

Prior to July, 2012	_____
FY2012-13	_____
FY2013-14	_____
FY2014-15	\$14,000
FY2015-16	_____
FY2016-17	_____
TOTAL	\$14,000
Beyond 2016-17	_____

8. CAPITAL COST BREAKDOWN:

Planning & Engineering	_____
Purchase	\$14,000
Construction	_____
Miscellaneous	_____
Other	_____
TOTAL	\$14,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues; Installment Purchase

10 OTHER COMMENTS/OPERATING IMPACT

None

Capital Improvement Plan
PUBLIC SAFETY SUMMARY

PROJECT DESCRIPTION	PRIORITY/ TYPE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	TOTALS
1 BALLISTIC VEST	H1	\$4,000	\$0	\$0	\$0	\$0	\$4,000
2 VEHICLE REPLACEMENT	H2	\$0	\$31,400	\$31,400	\$32,500	\$32,500	\$127,800
							0
TOTALS		\$4,000	\$31,400	\$31,400	\$32,500	\$32,500	\$131,800

Priority definitions:
 H High
 M Medium
 L Low

Program type:
 1 Health/Safety/Welfare
 2 Maintenance/Replacement
 3 Existing programs expansion
 4 New programs expansion

CAPITAL PROJECT REQUEST FORM

CIP FY 2012 - 2016

DEPARTMENT

PUBLIC SAFETY

SUBMITTED BY

Chief Hall

DATE

May, 2012

1. PROJECT TITLE

Vehicle Replacment

2. TYPE OF PROJECT

- 1 - Health/Safety/Welfare
- 2 - Maintenance/Replacement
- 3 - Existing Programs Expansion
- 4 - New Programs

3. PROJECT DESCRIPTION

This project consist of the replacement of law enforcement vehicles. The Police Department currenty has eight vehicles.

Year	Make	Model	Milege
2007	Dodge	Charger	77,324
2007	Dodge	Durango	79,724
2007	Dodge	Charger	57,825
2009	Dodge	Charger	41,478
2006	Chev	Impala	71,968
2010	Ford	Crown	33,942
2005	Chev	Impala	72,912 Spare
2005	Chev	Impala	87,261 Spare

4. JUSTIFICATION (Attach additional information if needed)

Based on the current diving history, a future milege was projected for each vehicle. Each vehicle was compared to a replacement criterior of 5 years and 100,000 miles per vehicle. There are several reasons for an annual replacement of police car. Police cars wear out regularly and must to be replaced or upgraded. This within its self is just a matter of time. Deferring only drives up the maintenance side of the equation while decreasing reliability, response time and ultimately, officer and citizen safety. Police Vehicles should be on a set rotation schedule to maintain optimum service levels and minimum service costs. Once this rotation pattern is established it allows each year the replacement of a police care and the surplus liquidation of the vehicle with the highest miles or with the most service hours.

5. DEPARTMENTAL PRIORITY

Budget year to be funded: 2013-16 Priority:

6. PROJECT ALTERNATIVES

Continue driving vehicles with an increase in maintenance cost.

7. CAPITAL COST BY YEAR:

Prior to July, 2012	
FY2012-13	\$0
FY2013-14	\$31,400
FY2014-15	\$31,400
FY2015-16	\$32,500
FY2016-17	\$32,500
TOTAL	\$127,800
Beyond 2016-17	

8. CAPITAL COST BREAKDOWN:

Planning & Engineering	
Purchase	\$127,800
Construction	
Miscellaneous	
Other	
TOTAL	\$127,800

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues; USDA 50% Grant; Installment Purchase

10 OTHER COMMENTS/OPERATING IMPACT

None

Capital Improvement Plan
LIBRARY SUMMARY

PROJECT DESCRIPTION	PRIORITY/ TYPE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	TOTALS
1 PARKING LOT REPAVING	L2	\$0	\$0	\$3,000	\$0	\$0	\$3,000
2 HVAC REPLACEMENT	H2	\$0	\$3,950	\$3,950	\$0	\$0	\$7,900
							0
TOTALS		\$0	\$3,950	\$6,950	\$0	\$0	\$10,900

Priority definitions:
 H High
 M Medium
 L Low

Program type:
 1 Health/Safety/Welfare
 2 Maintenance/Replacement
 3 Existing programs expansion
 4 New programs expansion

CAPITAL PROJECT REQUEST FORM
CIP FY 2012 - 2016

DEPARTMENT

LIBRARY

SUBMITTED BY

Gary Denton

DATE

May, 2012

1. PROJECT TITLE

Library Repaving

2. TYPE OF PROJECT

- 1 - Health/Safety/Welfare
- 2 - Maintenance/Replacement
- 3 - Existing Programs Expansion
- 4 - New Programs

3. PROJECT DESCRIPTION

This project consist of repaving a 45' x 60' parking lot.

4. JUSTIFICATION (Attach additional information if needed)

Due to the age and condition of the asphalt parking areas, attention must be given to extend the life of the parking lot.

5. DEPARTMENTAL PRIORITY

Budget year to be funded: 2014-15 Priority:

6. PROJECT ALTERNATIVES

7. CAPITAL COST BY YEAR:

Prior to July, 2012	_____
FY2012-13	_____
FY2013-14	\$0
FY2014-15	\$3,000
FY2015-16	_____
FY2016-17	_____
TOTAL	\$3,000
Beyond 2016-17	_____

8. CAPITAL COST BREAKDOWN:

Planning & Engineering	_____
Purchase	\$3,000
Construction	_____
Miscellaneous	_____
Other	_____
TOTAL	\$3,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues

10 OTHER COMMENTS/OPERATING IMPACT

None

CAPITAL PROJECT REQUEST FORM
CIP FY 2012 - 2016

DEPARTMENT

LIBRARY

SUBMITTED BY

Gary Denton

DATE

May, 2012

1. PROJECT TITLE

HVAC Replacement

2. TYPE OF PROJECT

- 1 - Health/Safety/Welfare
- 2 - Maintenance/Replacement
- 3 - Existing Programs Expansion
- 4 - New Programs

3. PROJECT DESCRIPTION

Replacement of two existing 3 Ton Heat pump units at the Coats Library.

4. JUSTIFICATION (Attach additional information if needed)

The Library operates on two HVAC units. One unit is inoperable and must be replaced. Both units are approximately 15 years old. Project will be completed in two phases.

5. DEPARTMENTAL PRIORITY

Budget year to be funded: 2013-14 & 2014-15 Priority:

6. PROJECT ALTERNATIVES

None

7. CAPITAL COST BY YEAR:

Prior to July, 2012	
FY2012-13	<u>\$0</u>
FY2013-14	<u>\$3,950</u>
FY2014-15	<u>\$3,950</u>
FY2015-16	<u>\$0</u>
FY2016-17	<u> </u>
TOTAL	<u>\$7,900</u>
Beyond 2016-17	
	<u> </u>

8. CAPITAL COST BREAKDOWN:

Planning & Engineering	<u> </u>
Purchase	<u>\$7,900</u>
Construction	<u> </u>
Miscellaneous	<u> </u>
Other	<u> </u>
TOTAL	<u>\$7,900</u>

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues

10 OTHER COMMENTS/OPERATING IMPACT

Units will be replaced with a more efficient units that should show a reduction in operating expenditures.

Capital Improvement Plan
ADMINISTRATION SUMMARY

PROJECT DESCRIPTION	PRIORITY/ TYPE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	TOTALS
1 Town Hall	H2	\$468,000	\$0	\$0	\$0	\$0	\$468,000
							0
							0
TOTALS		\$468,000	\$0	\$0	\$0	\$0	\$468,000

Priority definitions: H High
M Medium
L Low

Program type: 1 Health/Safety/Welfare
2 Maintenance/Replacement
3 Existing programs expansion
4 New programs expansion

CAPITAL PROJECT REQUEST FORM

CIP FY 2012 - 2016

DEPARTMENT

Administration

SUBMITTED BY

Kenny Cole

DATE

May, 2012

1. PROJECT TITLE

Coats Town Hall

2. TYPE OF PROJECT

- | | |
|---|---------------------------------|
| | 1 - Health/Safety/Welfare |
| X | 2 - Maintenance/Replacement |
| | 3 - Existing Programs Expansion |
| | 4 - New Programs |

3. PROJECT DESCRIPTION

New Town Hall.

4. JUSTIFICATION (Attach additional information if needed)

The Current Town Hall, Located at 237 North McKinley Street in Coats, was built in 1925 and used as a teaching parsonage. The Town relocated to the building in 1977 and made minor renovations to accommodate its operations. The facility currently houses the Police Department, Administration, Public Works and the Town Board Room.

The building is a two story office building and has a gross square footage of 6,998. The bottom houses the Town Board Room, Water Department, Town Manager, Town Clerk and Public Works. The top level is currently occupied by the Police Department.

The facility is faced with several issues will be faced with numerous issues as building codes, accessibility and security becomes more stringent.

5. DEPARTMENTAL PRIORITY

Budget year to be funded:	2012-2013	Priority:
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6. PROJECT ALTERNATIVES

Renovate the existing Town Hall; Construct a new facility

7. CAPITAL COST BY YEAR:

Prior to July, 2012	
FY2012-13	\$468,000
FY2013-14	\$0
FY2014-15	
FY2015-16	
FY2016-17	
TOTAL	\$468,000
Beyond 2016-17	

8. CAPITAL COST BREAKDOWN:

Planning & Engineering	
Purchase	\$400,000
Construction	\$68,000
Miscellaneous	
Other	
TOTAL	\$468,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues; USDA Loan & Grant

10 OTHER COMMENTS/OPERATING IMPACT

The Town may possibly lease excess square footage to other tenants.

Capital Improvement Plan
WATER FUND SUMMARY

PROJECT DESCRIPTION	PRIORITY/ TYPE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	TOTALS
1 Replacement of 6" Water Line along Hwy 55		\$0	\$350,000	\$0	\$0	\$0	\$350,000
2 Complete 8" loop along Willis Pope Road		\$0	\$0	\$120,000	\$0	\$0	\$120,000
3 Replace 6" lines along Paterson, Church, Washington and Jackson Streets		\$0	\$0	\$0	\$250,000	\$0	\$250,000
4 Add water tanks to county SCADA System		\$0	\$0	\$60,000	\$0	\$0	\$60,000
5 Install a connection of water lines at Hwy 27 & Abattoir Road		\$0	\$0	\$0	\$0	\$6,000	\$6,000
TOTALS		\$0	\$350,000	\$180,000	\$250,000	\$6,000	\$786,000

Priority definitions: H High
M Medium
L Low

Program type: 1 Health/Safety/Welfare
2 Maintenance/Replacement
3 Existing programs expansion
4 New programs expansion

CAPITAL PROJECT REQUEST FORM
CIP FY 2012 - 2016

DEPARTMENT

WATER

SUBMITTED BY

Gary Denton

DATE

Jan-12

1. PROJECT TITLE

Replacement of 6" Water Line along Hwy 55

2. TYPE OF PROJECT

- 1 - Health/Safety/Welfare
- 2 - Maintenance/Replacement
- 3 - Existing Programs Expansion
- 4 - New Programs

3. PROJECT DESCRIPTION

This project includes replacement of approximately 4,700 lf of asbestos concrete water line along Highway 55 (McKinley Street). The line services the customers along Highway 55, as well as five fire hydrants.

4. JUSTIFICATION (Attach additional information if needed)

The capacity of the existing 6" water line is being restricted due to the buildup of deposits within the pipe. Replacing the pipe will restore flow and pressure in the area.

5. DEPARTMENTAL PRIORITY

Budget year to be funded: 2013-14 Priority:

6. PROJECT ALTERNATIVES

7. CAPITAL COST BY YEAR:

Prior to July, 2012	
FY2012-13	\$0
FY2013-14	\$350,000
FY2014-15	
FY2015-16	
FY2016-17	
TOTAL	\$350,000
Beyond 2016-17	

8. CAPITAL COST BREAKDOWN:

Planning & Engineering	
Purchase	\$350,000
Construction	
Miscellaneous	
Other	
TOTAL	\$350,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues

10 OTHER COMMENTS/OPERATING IMPACT

CAPITAL PROJECT REQUEST FORM

CIP FY 2012 - 2016

DEPARTMENT

WATER

SUBMITTED BY

Gary Denton

DATE

May, 2012

1. PROJECT TITLE

Complete 8" loop along Willis Pope Road

2. TYPE OF PROJECT

- | | |
|---|---------------------------------|
| | 1 - Health/Safety/Welfare |
| X | 2 - Maintenance/Replacement |
| | 3 - Existing Programs Expansion |
| | 4 - New Programs |

3. PROJECT DESCRIPTION

This project includes installation of approximately 3100 lf of new 8-inch water line along Willis Pope Road to complete a loop between Carson Gregory Road and Abattoir Road.

4. JUSTIFICATION (Attach additional information if needed)

Creating Loops within water distribution systems provides for better hydraulics and more uniform pressures. Also, any portion of the line can be isolated for maintenance without interrupting service on either side of the isolated area.

5. DEPARTMENTAL PRIORITY

Budget year to be funded:	2014-15	Priority:
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6. PROJECT ALTERNATIVES

7. CAPITAL COST BY YEAR:

Prior to July, 2012	
FY2012-13	
FY2013-14	\$0
FY2014-15	\$120,000
FY2015-16	
FY2016-17	
TOTAL	\$120,000
Beyond 2016-17	

8. CAPITAL COST BREAKDOWN:

Planning & Engineering	
Purchase	
Construction	
Miscellaneous	
Other	
TOTAL	\$0

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues

10 OTHER COMMENTS/OPERATING IMPACT

None

CAPITAL PROJECT REQUEST FORM
CIP FY 2012 - 2016

DEPARTMENT

Water

SUBMITTED BY

Gary Denton

DATE

May, 2012

1. PROJECT TITLE

Replace 6" lines along Paterson, Church, Washington and Jackson Streets

2. TYPE OF PROJECT

- 1 - Health/Safety/Welfare
- 2 - Maintenance/Replacement
- 3 - Existing Programs Expansion
- 4 - New Programs

3. PROJECT DESCRIPTION

This Project includes the following:

- replacing the existing 1800 lf of 6" Asbestoes Concrete water line along Patterson Street and Main Street, East of Carrie Street and adding a connection to the existing 6" line along McLeod Rd.
- replacing the e xisting 700 lf of 3" asbestoes concrete water line along Washington Street, East of Carrie street and adding a connection to the existing 12" water line along Carrie Street.
- Replacing the existing 700 lf of 6" asbestoes concrete water line along Jackson Street, East of Carrie Street and adding a connection to the existing 12" water line along Carrie Street.
- Installing a new 1100 lf of 6" water line along Church Street, North of McLeod Road.

4. JUSTIFICATION (Attach additional information if needed)

The capacities of the existing waterlines are being restricted to the buildup of deposits within the pipe. Replacing the pipe will restore flows and pressures in the area. Connecting to the 12" line will improve water pressure in the area.

5. DEPARTMENTAL PRIORITY

Budget year to be funded: 2015-16 Priority:

6. PROJECT ALTERNATIVES

7. CAPITAL COST BY YEAR:

Prior to July, 2012	_____
FY2012-13	_____
FY2013-14	_____
FY2014-15	_____
FY2015-16	\$250,000
FY2016-17	\$0
TOTAL	_____
Beyond 2016-17	\$250,000

8. CAPITAL COST BREAKDOWN:

Planning & Engineering	_____
Purchase	\$250,000
Construction	_____
Miscellaneous	_____
Other	_____
TOTAL	\$250,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues

10 OTHER COMMENTS/OPERATING IMPACT

CAPITAL PROJECT REQUEST FORM
CIP FY 2012 - 2016

DEPARTMENT

WATER

SUBMITTED BY

Gary Denton

DATE

May, 2012

1. PROJECT TITLE

Water Connection at Hwy 27 & Abattoir Rd.

2. TYPE OF PROJECT

- 1 - Health/Safety/Welfare
- 2 - Maintenance/Replacement
- 3 - Existing Programs Expansion
- 4 - New Programs

3. PROJECT DESCRIPTION

Install a connection of water lines at Hwy 27 & Abattoir Road

4. JUSTIFICATION (Attach additional information if needed)

Improve water pressure

5. DEPARTMENTAL PRIORITY

Budget year to be funded: 2016-17 Priority:

6. PROJECT ALTERNATIVES

7. CAPITAL COST BY YEAR:

Prior to July, 2012	_____
FY2012-13	_____
FY2013-14	_____
FY2014-15	_____
FY2015-16	_____
FY2016-17	\$6,000
TOTAL	\$6,000
Beyond 2016-17	_____

8. CAPITAL COST BREAKDOWN:

Planning & Engineering	_____
Purchase	\$6,000
Construction	_____
Miscellaneous	_____
Other	_____
TOTAL	\$6,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues

10 OTHER COMMENTS/OPERATING IMPACT

None

Capital Improvement Plan
SOLID WASTE SUMMARY

PROJECT DESCRIPTION	PRIORITY/ TYPE	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	TOTALS
1 KNUCKLEBOOM TRUCK	M2	\$0	\$125,000	\$0	\$0	\$0	\$125,000
TOTALS		\$0	\$125,000	\$0	\$0	\$0	\$125,000

Priority definitions: H High
M Medium
L Low

Program type: 1 Health/Safety/Welfare
2 Maintenance/Replacement
3 Existing programs expansion
4 New programs expansion

CAPITAL PROJECT REQUEST FORM
CIP FY 2012 - 2016

DEPARTMENT

Streets SOLID WASTE

SUBMITTED BY

Gary Denton

DATE

May, 2012

1. PROJECT TITLE

Knuckleboom Truck

2. TYPE OF PROJECT

- _____ 1 - Health/Safety/Welfare
- _____ 2 - Maintenance/Replacement
- _____ 3 - Existing Programs Expansion
- _____ 4 - New Programs

3. PROJECT DESCRIPTION

Purchase of a Knuckleboom Truck for the Solid Waste Department.

4. JUSTIFICATION (Attach additional information if needed)

The street department currently uses two to three street labors, a dump truck and a backhoe to collect bulk items from the street. This takes labor hours from other task, increases wear on other equipment and increases the possibility of injuries to staff.

5. DEPARTMENTAL PRIORITY

Budget year to be funded: 2013-14 Priority:

6. PROJECT ALTERNATIVES

7. CAPITAL COST BY YEAR:

Prior to July, 2012	_____
FY2012-13	_____
FY2013-14	\$125,000
FY2014-15	_____
FY2015-16	_____
FY2016-17	_____
TOTAL	\$125,000
Beyond 2016-17	_____

8. CAPITAL COST BREAKDOWN:

Planning & Engineering	_____
Purchase	\$125,000
Construction	_____
Miscellaneous	_____
Other	_____
TOTAL	\$125,000

9. PROPOSED FINANCING SOURCES (Grant Funds; Current Revenues; etc.)

Current Revenues; Installment purchase

10 OTHER COMMENTS/OPERATING IMPACT

None