



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** April 15, 2021

Staff Contact: Sheri Russell, Chief Financial Officer

Agenda Title: For Possible Action: Discussion and possible action on the proposed Carson City Capital Improvement Program ("CIP") for Fiscal Years 2022-2026. (Sheri Russell, srussell@carson.org)

Staff Summary: This is the annual update of the City's CIP which accompanies the City's annual budget. Staff will be making recommendations regarding the funding available and the recommended projects to be funded.

Agenda Action: Formal Action / Motion **Time Requested:** 1 Hour

Proposed Motion

I move to approve the proposed Carson City CIP for Fiscal Years 2022-2026 and direct staff to return to this Board with the Fiscal Year 2022 Carson City Final Budget incorporating the approved CIP for adoption at a public hearing to be scheduled for May 20, 2021.

Board's Strategic Goal

Sustainable Infrastructure

Previous Action

N/A

Background/Issues & Analysis

The Carson City CIP is a 5-year schedule of public physical improvements to the City's infrastructure and other one-time capital purchases considered to be operational in nature. The CIP sets forth proposed expenditures for systematically constructing, upgrading, expanding, and replacing the community's infrastructure. Projects are typically major expenditures. They can be either infrequent projects, such as the architecture and design of the new fire station or systematic improvements, such as roof or 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 5-year schedule.

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 infrastructure and funding availability.

Due to limited resources, the current proposed projects have a very high priority or are projects that have specific revenue sources such as county option motor vehicle fuel and sales and use taxes, state motor vehicle fuel taxes, debt or Federal, State and Local grants.

The 5-year CIP for the Water, Sewer, and Storm Drainage Funds were presented to the Utility Financial Oversight Committee on April 6, 2021. The Committee's recommendation will be presented to the Board of Supervisors as part of the overall Budget Presentation. The Committee's recommendation is to approve the FY 2022 budgets.

Applicable Statute, Code, Policy, Rule or Regulation

N/A

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: Carson City FY 2022 Budget

Is it currently budgeted? No

Explanation of Fiscal Impact: Capital Improvements approved will be incorporated into the FY 2022 Carson City Final Budget for adoption at the public hearing to be scheduled for May 20, 2021.

Alternatives

Provide other direction.

Attachments:

[FY 2022 Budget Citywide CIP Presentation.pdf](#)

Board Action Taken:

Motion: _____	1) _____	Aye/Nay
	2) _____	_____

(Vote Recorded By)

Carson City FY 2022 Budget Capital Improvement Program



Capital Projects Fund

Restrictions: Revenue from the property tax levy can only be used for expenditures in accordance with NRS 354.598155

Available Funding:

Interest Earnings	\$	50,000
Property Tax (5 cents) - net of Debt Service		411,211
Landfill Revenue (General Fund Transfer)		1,962,380
Capital Projects Transfer (General Fund Transfer)		8,533,173
Fund Balance Roll Forward		448,805
Total Available Funding		\$ 11,405,569

Recommended Capital Improvements:

See Attached Listing	\$	11,078,571
Break / Fix		326,998
Total Recommended Capital Improvements		\$ 11,405,569

FY 2022 CAPITAL LIST		
Department	Description	FY 2022
Undesignated	Break / Fix	\$ 326,998
Fleet	Vehicle Replacement Program	2,445,000
Clerk/Recorder	Key Card Access System	5,000
Community		
Development:	Computer/Monitor/Cables - Part Time Position	1,500
Alternative		
Sentencing:	Body Armor Replacement	2,000
	Riot Helmets	2,200
	AS Officer Cameras	3,614
Public Guardian:	Laptop Desktop/Monitor	3,879
Treasurer's:	Shelf Extension - Social Distance	2,000

FY 2022 CAPITAL LIST		
Department	Description	FY 2022
District Attorney:	Cubical & Desk - 1 additional workstation	4,900
	Lobby AV Equipment	1,400
	3 Laptops, 4 monitors, 2 docking stations	6,000
	Conference Room Furniture	17,750
PW / Facilities		
Maintenance:	Multi year HVAC/generator replacement	1,518,695
	Multi year exterior/interior painting - Sheriff Admin	40,860
	Community Center Paint/Block Seal	52,500
	Multi year Carpet/Flooring Replacement	341,580
	Miscellaneous Repairs - Facilities	1,526,250
	Facilities Equipment - Man Lift	24,500
	Custodial Equipment	59,986
Health:	Remodel of Upstairs Office to make two offices	28,385
Fire:	Architectural Design	1,100,000
	Records Management System	21,500
	Preventative Health Equip. - all fire stations	33,560
	All Fire Station Evaluation	50,000

FY 2022 CAPITAL LIST		
Department	Description	FY 2022
Juvenile Prob/		
Detention:	Badge/Key Two Inside Doors	3,700
	Security Cameras (Detention)	3,905
	Body Cameras	17,198
Senior Center	Senior Center Kitchen Equipment	23,000
Information		
Technology:	Office Remodel	51,000
	Network Equipment Upgrade	105,000
	Enterprise Document Mgmt System Assessment	26,000
	Fuji Park WiFi and Network	15,000
	Printer Replacement Program	57,000
Library:	Video Cameras & Accessories	3,080
	Library Restroom Fix/Remodel	139,633

FY 2022 CAPITAL LIST

Department	Description	FY 2022
Parks &		
Recreation:	Pool flag stations	4,500
	Lifejackets & Rack	4,300
	Cemetery lowering device	3,500
	Backstops	4,999
	Cemetery fencing	4,999
	Sod Cutter	4,999
	Tool Replacement	4,999
	Park Ranger Truck Tools	1,500
	Edger Replacements	4,800
	Pondarosa Room TV	3,900
	Walk Behind Mowers	4,000
	Irrigation Specialist - Computer & I-Pad	4,000
	Eagle Valley Cart Paths & Bunkers	82,756
	UTV Replacement	13,500
	Sport Court Replacement - Centennial 4 Courts	330,000
	Ride on Sweeper Vac (trail, lots)	54,693
	Governors Field #3 Rehabilitation	225,000
	Governor's Field Improvements	100,000

FY 2022 CAPITAL LIST		
Department	Description	FY 2022
Sheriff		
Department:	SET Interdiction Equip. (Radar Gun & Breathalyzer Tests)	4,170
	Individual First Aid Kits (Officers)	4,999
	Comm 51 Carport	4,800
	Roof Snow Guards	3,672
	Weapons Upgrade - AR 15 Patrol Rifle	6,205
	K-9 Replacement	11,476
	Drone System Acquisition	33,825
	DARE Truck (replacement - Seized vehicle)	62,000
	Evidence Vault Camera Enhancement	17,500
	Computer Voice Stress Analysis Computer	6,995
	Jail Floor Repairs	62,229
	Specialty Firearms AR15 Rifles	62,336
	Gas Masks & Cannisters	35,000
	Investigation Tablets	9,964
	Crime Scene 3D Scanner	37,804
	Vehicle Command Center Equipment	6,880
	2 Bikes for Special Events/Protest Detail	13,458
	Vehicle 611 - Retain as Training Motorcycle	-
	Total Board Designated	9,304,331

FY 2022 CAPITAL LIST

Department	Description	FY 2022
Public Works -	Landfill Entrance Reconstruction	550,000
Landfill:	Vehicle Replacement Program	1,150,000
	Compaction and Grading	105,000
	Reconst. Retention Pond and S. Monitoring Well	100,000
	Landfill Post Closure Costs	196,238
	Total Landfill	\$ 2,101,238
	Capital Projects Fund Total	\$ 11,405,569

2021-2022 Fleet Purchases Recommended by IFC for Funding							
Fund	Department	Year	Equip #	Mileage	Years of Service	Type of Unit	Replacement Funding Recommended
101	ALTERNATIVE SENTEN	2006	2236	108,833	14	ALT SENT Durango	75,000
101	DISTRICT ATTORNEY	2005	2209	82,509	15	DA Blazer	45,000
101	FIRE	2006	2225	49,753	14	FD Blazer PREV503	65,000
101	FIRE	1996	5311	93,238	24	FD Pickup U52	65,000
101	FIRE	2006	5532	96,950	14	FD Silverado	65,000
101	FIRE	2002	5514	80,500	18	FD Silverado U152	60,000
101	FIRE	2007	7011	12,031	13	FD Pumper Truck	370,000
101	FIRE	2000	7105	2,797	20	FD Brush Truck B52 (Refurbish)	190,000
101	FIRE	1996	7108	92,696	24	FD Brush Truck B54	500,000
101	LANDFILL	2007	7906	7,929	13	LF Dozer	1,150,000
101	PARKS	2001	2216	53,788	19	PA Blazer	45,000
101	PARKS	1997	5026	93,000	23	PA Pickup	50,000
101	PARKS	2000	5233	136,255	20	PA Pickup	50,000
101	PARKS	2000	5234	134,678	20	PA Pickup	50,000
101	PARKS	2002	5238	76,221	18	PA Pickup	50,000
101	PARKS	1991	6414	12,534	29	PA Dump Truck	275,000
101	BUILDING MAINTENAN	2004	6600	84,839	16	BM 35 Foot Boom Bucket Truck	165,000
101	SHERIFF	2005	525	111,089	15	SO Impala	75,000
101	SHERIFF	2006	616	57,481	14	SO Harley Davidson	50,000
101	SHERIFF	2006	627	97,930	14	SO Impala Slick Top	75,000
101	SHERIFF	2008	801	90,267	12	SO Fusion	50,000
101	SHERIFF	2008	817	74,649	12	SO Impala Slick Top	75,000
						GENERAL FUND-CAPITAL PROJECTS	3,595,000

2021-2022 Fleet Purchases Recommended by IFC for Funding							
Fund	Department	Year	Equip #	Mileage	Years of Service	Type of Unit	Replacement Funding Recommended
225	TRANSIT	2008	2233	29,949	12	JAC Explorer	40,000
225	New Bus Grant Funded					JAC BUS	320,000
							360,000
256	STREET MAINTENANCE	2007	5305	80,039	13	ST Pickup	60,000
256	STREET MAINTENANCE	2008	5527	101,653	12	ST Pickup	60,000
256	STREET MAINTENANCE	2006	6403	49,556	14	ST 5 Yard Dump Truck Sander/Plow	270,000
256	STREET MAINTENANCE	2010	8303	7,056	10	ST Sweeper	165,000
							555,000
501	FIRE-Ambulance	2012	3015	152,500	8	FD Ambulance	280,000
501	FIRE-Ambulance	2007	4203	105,147	13	FD Van w/Wheelchair Lift MT3	135,000
							415,000
505	STORMWATER DRAINAGE	2010	8303	6,730	10	ST Sweeper	175,000
510	WASTEWATER	2005	8402	13,421	15	SM Rodder Truck	185,000
520	WATER	2007	2231	109,078	13	WM Tahoe	70,000
520	WATER	2006	5100	71,972	14	WM Pickup	50,000
520	WATER	2007	5125	86,537	13	WM Pickup	50,000
520	WATER	1990	8603	1,501	30	WM 4000 lb Forklift	40,000
							210,000
						TOTAL FLEET	5,495,000

Carson City Transit Fund

Restrictions: These funds must be expended in accordance with Federal and State Grant Provisions	
<i>Available Funding</i>	
CARES Act Funding	\$ 1,259,237
FTA Grant & Match	575,000
Total Available Funding	\$ 1,834,237
<i>Recommended Capital Improvements:</i>	
Fleet - Vehicle Replacement Program	\$ 360,000
Rehab/Renovate Admin Facility	15,000
Bus Stop Improvements	200,000
Undesignated - CARES Grant	1,259,237
Total Recommended Capital Improvements	\$ 1,834,237

Regional Transportation Fund

Restrictions: These funds must be expended for street and highway construction and maintenance.

Available Funding

Taxes	\$ 1,736,926
Total Available Funding	\$ 1,736,926

Recommended Capital Improvements:

College and Research Improvement	\$ 50,000
Safety Improvements	100,000
Pavement Management Plan - District Projects	1,300,000
Infrastructure Capital	286,926
Total Recommended Capital Improvements	\$ 1,736,926

Street Maintenance Fund

Restrictions: These funds must be expended for street maintenance.

<u>Available Funding</u>	\$ 630,000
<u>Recommended Capital Improvements:</u>	
Vehicles and Equipment	\$ 555,000
Stump Grinder	75,000
Total Recommended Capital Improvements	\$ 630,000

Quality of Life Fund

Restrictions: These funds can only be used for expenditures allowed by Carson City Municipal Code Section 21.07.040

Available Funding:

Parks Maintenance - Sales Taxes	\$ 241,769
Parks Capital - Sales Taxes	1,219,836
Open Space - Sales Taxes	191,207
Total Available Funding	\$ 1,652,812

Recommended Capital Improvements:

Parks Maintenance Equipment	\$ 241,769
Irrigation System	100,000
Riverview Park Restroom Replace & Access Improv. (ADA)	250,000
MAC rear parking lot paving	230,000
Outdoor and Tot Pool Replaster	175,000
Fuji Park Improvements	100,000
Theater ADA Improvements	100,000
Parks Equipment	210,260
Undesignated	245,783
Total Recommended Capital Improvements	\$ 1,652,812

Extraordinary Maintenance Fund

Restrictions: These funds can only be used for expenditures in accordance with NRS 354.6105

<u>Available Funding</u>	\$ 3,369,117
<u>Recommended Capital Improvements:</u>	
Roof Projects - Building Repairs & Maint	\$ 1,216,900
HVAC/Generator Replacement	1,071,447
Asphalt Replacement	837,870
Elevator Upgrades/Rebuild	242,900
Total Recommended Capital Improvements	\$ 3,369,117

Residential Construction Fund

Restrictions: These funds can only be used for expenditures in accordance with NRS 278.4983

<u>Available Funding</u>	\$ 150,000
<u>Recommended Capital Improvements:</u>	
Ross Gold Park Shelter	\$ 150,000

V&T Infrastructure Tax Fund

Restrictions: These funds must be used to fund infrastructure projects as identified in the approved plan of expenditure for the 0.125% sales tax.

<u>Available Funding</u>	\$ 649,197
<u>Recommended Capital Improvements:</u>	
Transportation Infrastructure	\$ 649,197

Infrastructure Tax Fund

Restrictions: These funds must be used to fund infrastructure projects as identified in the approved plan of expenditure for the 0.125% sales tax.

<u>Available Funding</u>	\$ 929,297
<u>Recommended Capital Improvements:</u>	
Corridor Improvement Projects	\$ 929,297

Ambulance Fund

<i>Available Funding</i>	\$ 473,437
<i>Recommended Capital Improvements:</i>	
Vehicle Replacement	\$ 415,000
2 Manual Defibrillators	58,437
Total Recommended Capital Improvements	\$ 473,437

Stormwater Utility Fund

Recommended: By the Utility Finance Oversight Committee at their April 6, 2021 meeting. Available Funds from the rate and operations

<u>Available Funding</u>	\$ 2,045,000
<u>Recommended Capital Improvements:</u>	
City-Wide Small Storm Drain Improvements	\$ 300,000
Flood Emergency Equipment	200,000
Anderson Ranch Access and Drainage Improvements	120,000
Downtown System Replacement and Rehabilitation	600,000
Airport Road West Area Drainage Improvements	350,000
Conte Drive Drainage Improvements	300,000
Storm Drain Fleet	175,000
Total Recommended Capital Improvements	\$ 2,045,000

Wastewater Utility Fund

Recommended: By the Utility Finance Oversight Committee at their April 6, 2021 meeting. Available Funds from the rate and operations

<u>Available Funding</u>	\$ 4,615,500
<u>Recommended Capital Improvements:</u>	
Sewer Line Replacement/Rehabilitation Program	\$ 2,497,500
Communications-Fiber/SCADA	40,000
Equipment Repair and Maintenance WRRF/Lines	333,000
Facility Repair and Maintenance WRRF/Lines	175,000
Fleet Replacement Program	185,000
Groundwater Protection-Sewer Maintenance	50,000
Reuse-Distribution System Rehabilitation Program	500,000
Secondary Clarifier Effluent Pipeline Upsize	255,000
Dewatering System Upgrades and Rehabilitation	580,000
Total Recommended Capital Improvements	\$ 4,615,500

Water Utility Fund

Recommended: By the Utility Finance Oversight Committee at their April 6, 2021 meeting. Available Funds from the rate and operations

<u>Available Funding</u>	\$ 4,664,000
<u>Recommended Capital Improvements:</u>	
Well Rehabilitation/Replacement Program	\$ 200,000
Water Line Replacement/Rehabilitation Program	1,650,000
Tank Maintenance Program	350,000
Emergency Generator Program	200,000
Replacement Pumps Motor Program	150,000
Fleet Replacement Program	210,000
Equipment Repair and Maintenance Program	100,000
Communications-Fiber-SCADA	75,000
Facility Improvements	100,000
Quill Treatment Plant Rehabilitation	1,000,000
Booster Stations	629,000
Total Recommended Capital Improvements	\$ 4,664,000

Cemetery Fund

<i>Available Funding</i>	\$ 35,230
<i>Recommended Capital Improvements:</i>	
Cemetery Office & Shop	35,230
Total Recommended Capital Improvements	\$ 35,230

Fleet Fund

<i>Available Funding</i>	\$ 154,855
<i>Recommended Capital Improvements:</i>	
Radio System Replacement for NSRS	154,855
Total Recommended Capital Improvements	\$ 154,855