

Capital Budget Committee

FY 20 Recommendations

February 26, 2019



CBC FY20 REVIEW PROCESS

- Board of Selectmen issue budget guidance and FY 2020 goals and objectives
- Town Administrator issues call to department heads and sets calendar for submission and review
- Capital Budget (CBC) receives requests and designates members for departmental review of needs
- Departments present requests to CBC
- CBC prioritizes needs and presents to Finance Committee
- Recommendations presented to the Board of Selectmen

CBC RECOMMENDATIONS AT A GLANCE

- Reviewed 70 requests totaling \$28.7M
- Recommended 66% of overall capital plan & 36% of CIP levy eligible items (within the 1.5M appropriation)
- Support borrowing for the construction of a new DPW Facility
- No addition to capital stabilization. Current balance is \$1,279,125.

FY 20 CBC RECOMMENDATIONS

CIP from levy (\$1.5M)	\$1,502,217
Enterprise / Reserve	\$2,257,600
Roadway	\$1,475,664
Special Revenue	\$76,000
Free Cash	\$110,000
Capital Projects (borrowing)	\$13,500,000
Total CBC Recommendation	\$18,921,481

CBC RECOMMENDATIONS - CIP FROM LEVY

Department	ITEM/PROJECT	Dpt. Request	CBC Recomm.	CBC Ranking
Building & Grounds / Parks & Cemeteries	Parks 2 gravelys	\$16,500	\$8,250	A
Building & Grounds / Parks & Cemeteries	Parks Dump Trailer	\$12,916	\$12,916	A
Building & Grounds / Parks & Cemeteries	Parks Fencing Repairs, playgrounds Route 6A Village Green	\$16,450	\$6,000	A
Facilities	Parks Beach Bathhouse windows	\$20,000	\$20,000	A
Facilities	HVAC Various	\$50,000	\$50,000	A
Facilities	Parks Seagull Beach Fisherman's Access	\$13,375	\$13,375	A
Highway	Regenerative Vacuum Sweeper	\$284,000	\$284,000	A
IT	PC and component replacement program	\$55,000	\$55,000	A
IT	Network Infrastructure replacement program	\$50,500	\$50,500	A
IT	Town-wide IT infrastructure upgrade & modernization	\$100,000	\$100,000	A
Natural Resources	Englewood Beach Pier/Walkway Railing	\$12,000	\$12,000	A
Natural Resources	Waterway Channel Dredge/Beach Nourishment	\$100,000	\$100,000	A
Natural Resources	Computer Tablets (MDT)(5)	\$26,500	\$20,675	A
Natural Resources	Patrol Boat, Engine and Trailer 47	\$200,000	\$200,000	A
Natural Resources	Shore Erosion	\$50,000	\$25,000	B
Police	Vehicle Replacement-	\$160,000	\$120,000	A
Police	Level II Body Armor (70)	\$90,000	\$90,000	A
Police	Radio System upgrade	\$350,000	\$250,000	A
Schools	Security Doors, Grated	\$20,227	\$20,227	A
Schools	School Zone Traffic Lights	\$40,910	\$40,910	A
Schools	Impact Resistant Window Treatment	\$16,546	\$16,546	A
Schools	Utility Trailer	\$6,818	\$6,818	A
	SUBTOTAL	\$1,691,742	\$1,502,217	

CBC RECOMMENDATIONS - CIP FROM OTHER FUNDING SOURCES

AMBULANCE RECEIPTS				
DEPARTMENT	ITEM/PROJECT	Dpt. Request	CBC Recomm.	CBC Ranking
Fire	Replace 2008 Ambulance 57	\$290,000	\$290,000	
Fire	Replace Fire Gear and Equipment	\$150,000	\$150,000	
Fire	Replace 2016 Pierce Pumper 43	\$100,000	\$100,000	
	SUBTOTAL	\$540,000	\$540,000	

WATER RETAINED EARNINGS				
DEPARTMENT	ITEM/PROJECT	Dpt. Request	CBC Recomm.	CBC Ranking
Water	Well Redevelopment	\$156,000	\$156,000	
Water	Facilities Improvements	\$552,600	\$552,600	
Water	Water Tank Painting	\$200,000	\$200,000	
Water	Production/Distribution	\$250,000	\$250,000	
Water	Production System Hardware	\$292,000	\$292,000	
	SUBTOTAL	\$1,450,600	\$1,450,600	

GOLF RETAINED EARNINGS				
DEPARTMENT	ITEM/PROJECT	Dpt. Request	CBC Recomm.	CBC Ranking
Golf	Leased Course Equipment	\$167,000	\$167,000	
Golf	Course Equipment Purchases	\$100,000	\$100,000	
	SUBTOTAL	\$267,000	\$267,000	

CBC RECOMMENDATIONS - CIP FROM OTHER FUNDING SOURCES

ROADWAYS (LEVY)				
DEPARTMENT	ITEM/PROJECT	Dpt. Request	CBC Recomm.	CBC Ranking
Public Works / Admin	Roadway Improvements	\$1,275,664	\$1,275,664	A
Public Works / Admin	Stormwater Improvements	\$225,000	\$200,000	A
	SUBTOTAL	\$1,500,664	\$1,475,664	

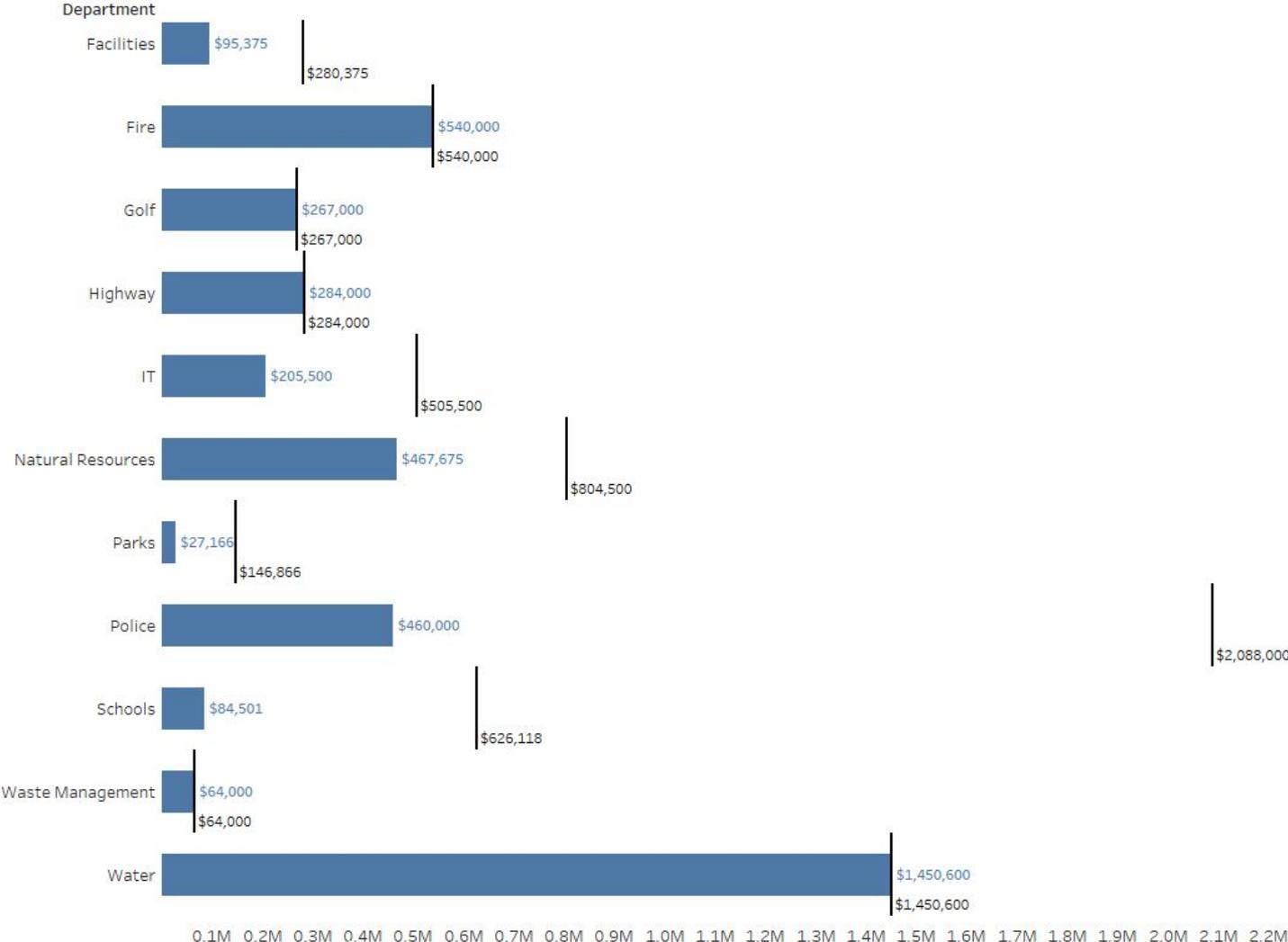
DEBT EXCLUSION				
DEPARTMENT	ITEM/PROJECT	Dpt. Request	CBC Recomm.	CBC Ranking
Public Works / Admin	Public Works Facility	\$13,500,000	\$13,500,000	A
	SUBTOTAL	\$13,500,000	\$13,500,000	

RECYCLING REVENUES				
DEPARTMENT	ITEM/PROJECT	Dpt. Request	CBC Recomm.	CBC Ranking
Facilities	Waste Management Windows	\$12,000	\$12,000	A
Waste Management	1997 (2) Recycle Compactors w/cans	\$64,000	\$64,000	A
	SUBTOTAL	\$76,000	\$76,000	

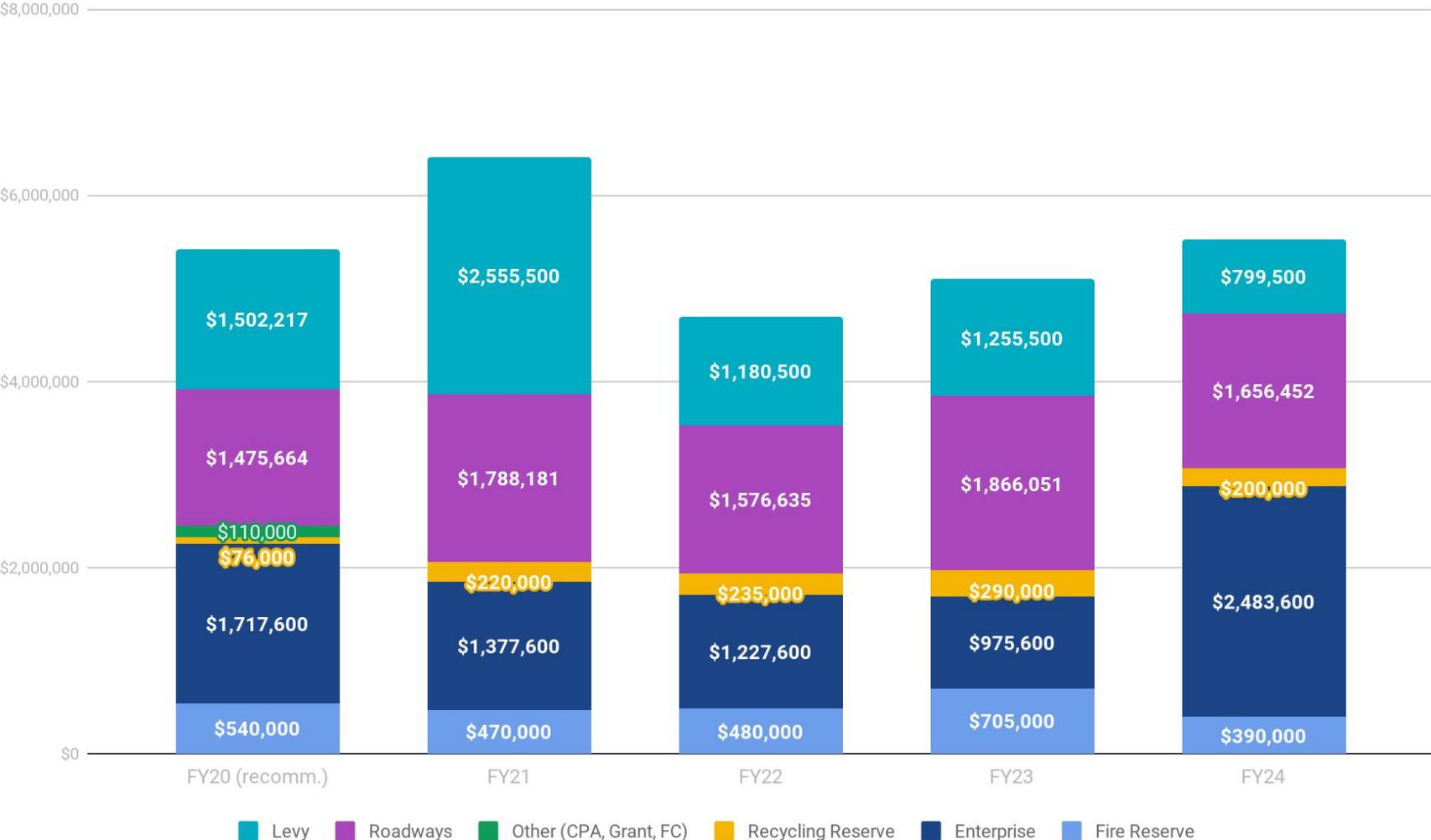
FREE CASH Recommendation				
DEPARTMENT	ITEM/PROJECT	Dpt. Request	CBC Recomm.	CBC Ranking
Natural Resources	(Re) Permitting 10yr Dredging/Nourishment Plan	\$110,000	\$110,000	A
	SUBTOTAL	\$110,000	\$110,000	

GRAND TOTAL	\$19,136,006	\$18,921,481		
--------------------	---------------------	---------------------	--	--

CIP RECOMMENDATIONS (bar) v. DEPT REQUEST (dash)



LOOKING AHEAD - 5 YEAR CIP OUTLOOK (with anticipated funding source)



LOOKING AHEAD - MAJOR CAPITAL PROJECTS

Project	Project Detail (Cost, Term, Rate)	Avg. Annual Cost (estimates)
Cape Tech	\$15.6M; 20; 3.5%	\$1.1M
Mattacheese MS	\$48.7M; 25; 5.5%	\$3.6M
DPW Facility	\$13.5M; 20; 5.5%	\$850,000
Total Project Cost		\$5.55M

Additional future considerations as presented in the 10 year capital plan: DNR Run Pond Revitalization; Coastal Infrastructure Repairs; Wastewater; Dispatch; Library Facility; M.E. Small Roof Repair.

CHALLENGES & CONSIDERATIONS MOVING FORWARD

- Operating expenses bundled and presented as capital
- Projects presented in advance of organizational policy decisions
- Inadequate funding for routine capital - consider escalating \$1.5M annual levy appropriation by 2.5%
- Creation of annual appropriation for waterways (similar to roadways)

PROJECTS WITHDRAWN OR NOT RECOMMENDED

Department	ITEM/PROJECT	Dpt. Request	CBC Recomm.	CBC Ranking
Building & Grounds / Parks & Cemeteries	Parks Softfield infield renovation-Homer Park	\$22,500		B
Building & Grounds / Parks & Cemeteries	Parks Mower with aerator	\$12,000		C
Building & Grounds / Parks & Cemeteries	Playground Equipment replacement	\$16,500		D
Building & Grounds / Parks & Cemeteries	Cemetery Road repaving	\$50,000		D
Facilities	COA Bathrooms	\$80,000		C
Facilities	COA Ticket Booth/Coat Room Expansion for Rental side Architect	\$20,000		C
Facilities	Town Hall Walkway	\$40,000		C
Facilities	COA Storage expansions (tables, chairs, med equip)	\$45,000		C
Natural Resources	Patrol Boat Engines	\$26,000		C
Natural Resources	Fish Reef Enhancement®	\$120,000		D
Natural Resources	(Re-) Permitting Yarmouth Fish Reef Enhancement Project®	\$80,000		D
Natural Resources	Lewis Bay Flushing Study	\$80,000		D
Police	Weapons Replacement- long guns-	\$20,000		B
Police	Body Worn Cameras	\$140,000		C
Police	Cruiser Cameras	\$140,000		C
Police	Bike Path Cameras /Server System	\$40,000		C
Police	Firearms shooting trailer	\$600,000		C
Police	Simulation Training Weapons and Equipment	\$10,000		D
Police	Communication Center Upgrades	\$400,000		D
Police	Uniform Replacement	\$98,000		W
Police	License plate reader	\$25,000		W
Police	Technology Upgrades Improvements	\$15,000		W

PROJECTS WITHDRAWN OR NOT RECOMMENDED cont.

Department	ITEM/PROJECT	Dpt. Request	CBC Recomm.	CBC Ranking
Recreation	Picnic Tables- 24 PICNIC TABLES	\$12,000		C
Recreation	Flax Pond Phase #3 Design & Engineering	\$175,000		C
Schools	ENE Energy Management System	\$272,232		B
Schools	Station Avenue Elem. Floors Replacement	\$100,000		C
Schools	Scag Mower	\$3,750		D
Schools	Tennis Court Parking Area	\$52,465		W
Schools	Ford F250 w Snow Package x 4	\$113,170		W
Natural Resources	Coastal Infrastructure Repair/Maintenance Impr.®	\$3,015,000		Hold
Natural Resources	Run Pond Revitalization	\$3,500,000		Hold
IT	Server virtualization project - insurance replacement	\$300,000		D
	SUBTOTAL	\$9,623,617		

NEW CAPITAL BUDGET SITE

- Representative
- Board of Appeals
- Board of Assessors
- Board of Registrars
- Cable Advisory Committee
- Cape Cod Advisory Committee
- Cape Cod Comm Bikeways and Reg Transportation
- Cape Cod Joint Transportation Committee
- Cape Cod Reg Solid Waste Contract Committee
- Cape Cod Regional Tech High School Committee
- Cape Light Compact
- Capital Budget Committee
- Capital Improvement Plan
- Community and Economic Development Committee
- Community Housing Committee
- Community Preservation Committee
- Conservation Commission
- Council on Aging
- County Assembly of Delegates

CAPITAL BUDGET COMMITTEE

The Capital Budget Committee is charged with reviewing all requests for capital items and making recommendations to the Finance Committee, Board of Selectmen, and Town Meeting. A capital item is an item that typically has a minimum value of \$10,000 or a useful life of at least five years. Examples of capital items include: buildings, vehicles, computer equipment, and roadway / sidewalk / waterways construction costs.

The Committee's recommendations take the form of a five year capital improvement plan and a ten year facility plan, which serve as the town's overarching planning documents. Each year, these items are budgeted for and are presented to Town Meeting as the Capital Budget. The capital budget is separate from the Town's operating budget, which funds recurring expenses like salaries, employee benefits, and office expenses.



Capital Budget Plans & Documents

- [FY 20 Capital Budget Committee Overview](#)
- [Capital Budget Committee FY 20 Recommendations Memo to BOS](#)
- [Capital Facility Plan FY 20-29](#)
- [Capital Improvement Plan FY 20-24](#)

Committee Members

Sandy Fife Chair - Term 2019 - 2022	Joanne Crowley Vice Chair - Term 2016 - 2019	Curt Sears Term 2016 - 2019	Judy Tarver Term 2017 - 2020
Robert Ciavarra	Kathe Hyslop	Vacant	

VEHICLE REPLACEMENT WORKSHEET

Yarmouth Vehicle Replacement Plan

Item #	Department	Year	Age	Odometer	Engine Hours	Manufacturer & Model	Age Points	Miles/Hours Points	Type Of Service Points	Reliability Points	M&R Cost Points	Condition Points	Total Points	Overall Condition/Recommendation
172	HIGHWAY	2013	5			Carry Utility Trailer	5						5	Excellent
173	HIGHWAY	2007	11		2668	Kubota Excavator	11		3	3	1	2	20	Good
174	HIGHWAY	1999	19		5311	Yale Forklift	19		1	1	1	2	24	Qualifies for Replacement
175	HIGHWAY	2012	6			Loadrite Utility Trailer	6						6	Excellent
176	HIGHWAY	2015	3			Cons. Trailer HOT BOX	3		1	1	1	1	7	Excellent
177	HIGHWAY	1990	28			Homemade Trailer Construction	28						28	Needs Immediate Replacement Consideration
178	HIGHWAY	1995	23			Eager Equip. Trailer 20 ton	23						23	Qualifies for Replacement
179	HIGHWAY	1997	21			H&H Red Trailer	21						21	Good
180	HIGHWAY	2005	13			Cross Trailer 16 Ft Tilt trailer	13						13	Excellent
181	HIGHWAY	2008	10		208	Stone Wolfpac 4100 Roller	10		1	1	1	1	14	Excellent
182	HIGHWAY	1987	31		431	Smith Compressor	31						31	Needs Immediate Replacement Consideration
183	HIGHWAY	2014	4	44511		Ford F550	4	4	1	1	1	1	12	Excellent
184	HIGHWAY	2017	1	5291		International 7000 Dump Truck	1	1	1	1	1	1	6	Excellent
185	HIGHWAY	2011	7		975	Wacker W30-Loader	7		1	1	1	1	11	Excellent
186	HIGHWAY	2010	8	10640	2908	Elgin Pelican Sweeper	8	3	3	3	2	2	21	Good
187	HIGHWAY	2009	9	52546		International Dump Truck 7400SF	9	5	3	1	1	1	20	Good
188	HIGHWAY	2004	14	39903		Sterling Dump L8500	14	4	1	1	1	2	23	Qualifies for Replacement
189	HIGHWAY	2008	10	69649		Chevrolet C2500 4x4 Pick-up w/plow	10	7	1	1	1	1	21	Good
190	HIGHWAY	2015	3	21265		Explorer DPW Directors Vehicle	3	2	1	1	1	1	9	Excellent
191	HIGHWAY	2014	4	46518		Ford SRW SUP	4	5	1	1	1	1	13	Excellent
192	HIGHWAY	2012	6	68185		Ford Pick Up F250	6	7	1	1	1	1	17	Excellent
193	HIGHWAY	2016	2	21434		Ford F550 Dump Truck	2	2	1	1	1	1	8	Excellent
194	HIGHWAY	1998	20	11457		Elgin Pelican Sweeper	20	1	3	3	2	5	34	Needs Immediate Replacement Consideration
195	HIGHWAY	2006	12	4143		Ford Dump Truck F550	12	0					12	Excellent
196	HIGHWAY	2006	12	1762		Ford Dump Truck F550	12	0					12	Excellent
197	HIGHWAY	2016	2	7173		International 7000 Vac Truck	2	1	1	1	1	1	7	Excellent
198	HIGHWAY	2016	2	8889		Chevrolet CABCA	2	1	1	1	1	1	7	Excellent