



**City of Scandia
Capital Improvement Program
2014 – 2018**

Draft for Budget Work Sessions

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INTRODUCTION

The Capital Improvement Program (CIP) for the five-year period of 2014 through 2018 is the seventh such document prepared by the City of Scandia. It would amend the CIP included in the March, 2009 Comprehensive Plan (as amended through December 18, 2012) replacing Appendix F of the plan in its entirety.

What is a CIP?

A Capital Improvement Program, or CIP, is a multi-year (typically 5 years) capital expenditure plan for a City's infrastructure (such as streets, parks and utility systems), vehicles, equipment and public buildings. It identifies the major projects needed and desired by the community, their potential costs and how they would be financed. Including a project in a CIP does not commit the city to that project. The City Council must specifically authorize each one, and the associated funding, before any project may proceed. When the CIP is reviewed (ideally annually, in conjunction with the budgeting process) projects may go forward as planned, advance ahead of schedule, be removed entirely, or new projects may be added, depending upon changes in circumstances and priorities.

The Minnesota Land Planning Act requires that the implementation plan portion of the Comprehensive Plan include a CIP for major infrastructure needs (transportation, wastewater, water supply, parks and open space) for a five-year time period. Cities often expand the scope of their CIPs to include other capital needs (major equipment replacements, for example) and sometimes look beyond the five-year time period, up to 20 years in the future for some projects. Such projects represent more of a "wish-list" that can be evaluated each time the plan is updated.

As a part of the Comprehensive Plan, the CIP has some legal standing. Minnesota Statutes Chapter 473.865 provides that "a local governmental unit shall not adopt any official control or fiscal device which is in conflict with its comprehensive plan." A fiscal device includes a budget or bond issue; so it is important that the plan and CIP be kept up to date and in synch with city budgets.

The primary benefit of a CIP is as a financial planning tool, to help the city plan for the impact of capital needs on future budgets and property taxes, and to help forecast the need for borrowing to undertake major projects. The information developed as part of the capital planning process can help document the need for various projects and help the City Council sort out competing priorities.

Scope of the CIP

Scandia's CIP includes all capital projects that **cost at least \$10,000 and have a useful life span of five years or longer**. Projects include **all capital needs including major repairs to buildings and equipment purchases and replacements**. Any projects not meeting these parameters would be reviewed as part of the annual operating budget, but would not be included in the CIP.

Funding Sources

The CIP identifies a possible funding source(s) for each project listed. The various funding sources are as follows:

Capital Improvement Fund	<i>Existing City fund, primarily from property tax levy, set aside for capital projects.</i>
Debt Service Fund	<i>Projects financed by borrowing, later to be repaid with property taxes, and potentially special assessments depending upon the characteristics of the project.</i>
Equipment Replacement Fund	<i>Internal service fund used to segregate funds set aside for planned replacements of existing major equipment. Funds are transferred from operating budgets (primarily property tax revenues.) The fund may also receive funds realized through debt financing.</i>
General Fund	<i>Annual operating budget, primarily funded by property tax revenues.</i>
Park Improvement Fund	<i>Existing City fund, receipts from cash-in-lieu of land park dedication fees paid by developers and others who subdivide their land.</i>

In addition to these sources, it is possible that future projects could be funded from donations, grants, user fees or other sources not listed. Projects benefiting an enterprise or utility fund could be paid from the appropriate fund.

Project Priorities

Capital improvement projects should be prioritized in some way so that limited funding can be allocated to those which are most important. This is difficult because the varying nature of the projects and their benefits and objectives are so disparate as to be essentially not comparable. Some public agencies have developed elaborate rating and ranking systems to try to set priorities. Complicated scoring systems may have some disadvantages because they may give a false sense of objectivity or precision to the priority setting process. Others use simpler systems, or simply do not try to compare projects that are like “apples and oranges.” There is no accepted system or “industry standard” for prioritizing projects.

The Capital Improvement Committee developed the following priority rating system in 2008, which was also used for the 2009 and subsequent updates:

- A Critical or urgent, high-priority projects that should be done if at all possible; a special effort should be made to find sufficient funding for all of the projects in this group.
- B Very important, high-priority projects that should be done as funding becomes available.
- C Important and worthwhile projects to be considered if funding is available; may be deferred to a subsequent year.

- D Less important, low-priority projects; desirable but not essential.
- N/A Used for replacements of existing equipment.

2014-2018 CIP OVERVIEW

For 2014 through 2018, the draft CIP includes 27 separate projects with a total estimated cost of nearly \$5.6 million. All cost estimates are preliminary and based on current dollars. No assumptions have been made about inflation. It will be important to refine and update costs when the plan is reviewed, especially for projects in the first year or two of the plan.

Some projects beyond the five-year planning period are also included in the CIP. Most of these projects are replacements for equipment and vehicles (such as fire trucks) which may have a life span of 10, 15 to 20 years or even more. The plan also includes “pending” projects for which timelines (and in most cases, cost estimates) have not yet been identified. As more information is developed about the need for, cost and possible funding sources for these projects, they will be included in future CIP updates.

Street Projects

The draft update includes the following two street projects in the CIP :

- PW-002, Street Maintenance Program. The current funding level (\$300,000 per year) has been maintained, with the addition of a \$2,000,000 project in 2015. The cost, funding sources and specific roads to be included will be refined after an update of the Pavement Management Plan, and Council decision on financing policies (i.e. assessment policy, franchise fees).
- PW-027, Quinell Ave. Estimated costs are based on the engineer report received earlier this year. Funding sources are the funds from the County when the road was turned back to the township and the remainder to be determined after Council decision on financing policies.

The goal of the 2008 Pavement Management Plan was to extend the life of city streets and to reduce the lifecycle costs for maintaining them in good condition. Each year the city has endeavored to increase the budget for contractual road maintenance and repairs. However, the city has yet to develop a policy and funding strategy for dealing with roads needing reconstruction.

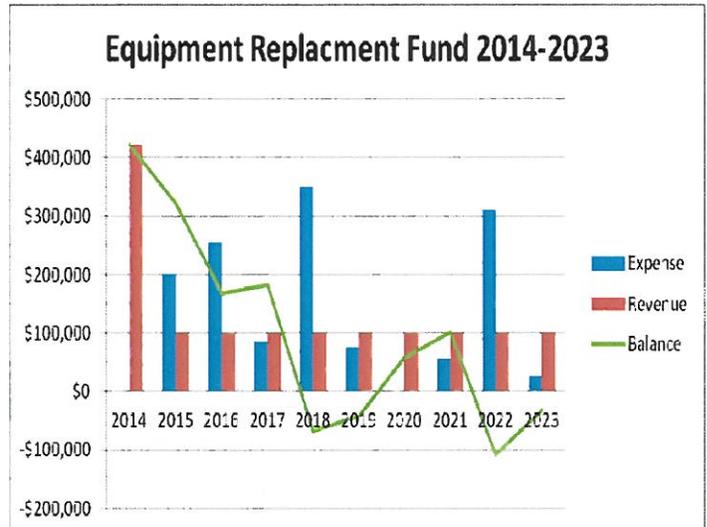
The update of the Pavement Management Plan is underway. Street conditions will be updated and more emphasis will be placed on the “reclaim and replace” option as a strategy for extending roadway life. The update will help the city identify the streets to be included in the 2015 project, and further refine the cost and funding sources. An assessment policy will also need to be put in place if the City will pursue debt financing.

Equipment Replacement Fund

The city created the Equipment Replacement Fund in 2007 to set aside funds on an annual basis for planned replacement of vehicles and major pieces of operating equipment. The fund receives transfers from the operating budget of each department depending on its equipment needs. This allows the departmental budgets for each major function to accurately show the costs of funding

that function, including equipment, while segregating the funds from the operating budgets. Any revenues from the sale of old equipment being replaced are also deposited into the fund. Ideally, over time the fund would receive enough funds to be on a pay-as-you-go basis. At a minimum, accumulating funds for future replacement needs will reduce need for borrowing, and flatten spikes in the annual tax levy needed to pay for major purchases.

Just as for other capital projects, the decision whether or not to replace a particular piece of equipment, and what to replace it with, will need to be made by the City Council at the time of the purchase. The City could decide to keep some equipment longer than planned. Or, equipment could wear out more quickly than expected. It is likely that some items will not be replaced, or that new technology or equipment could alter plans to replace a particular item. The initial purchase of new equipment will be considered as part of the annual operating budget, and once purchased, future replacements are added to the schedule.



In 2013, the City transferred \$100,000 to the fund. The draft 2014 budget and CIP show proposed transfers of \$100,000 in 2014 and subsequent years. The chart above shows the cash flow in the Equipment Replacement fund from 2014-2023 assuming a \$100,000 per year contribution.

With a \$100,000 annual contribution added to the projected 2013 year-end balance (\$322,000) the fund would be close to cash flowing for the years 2014 through 2018, assuming \$70,000 would be realized from the sale of old equipment. (Any income from the sale of old equipment is not included in the chart.)

Project Highlights by Department

Administration—An Electronic Data Storage system has been added to the CIP for 2014 at Council direction. This system will help address storage space needs in the city offices as well as improve efficiency in locating City documents.

Community Center—There are no Community Center projects in the 2014-2018 time frame.

Fire—Most of the Fire Department projects are replacements of equipment and Fire Hall components (HVAC, generator, etc.). Tanker 5177 (F-011) is scheduled for replacement in 2015 and Grass Rig 5175 (F-013) is scheduled for replacement in 2017. Radio replacement (F-003) is scheduled for 2018 and SCBA Compressor replacement (F-022) has been added for 2014. Civil Defense Sirens have been eliminated for all years except 2018. Two items have been moved from pending to active: Chief’s Car (F-004) for \$50,000 in 2018 and a Second Fire Station on Manning Ave for \$125,000 in 2017.

Ice Rink—The Zamboni will need to be replaced at some time. The year for replacement remains the same, 2016, at the recommendation of the Park and Recreation Committee.

Parks and Recreation—Lilleskogen Park Restoration continues to be the top priority of the Park and Recreation Committee. Availability of funds from the Park Capital Improvement Fund continues to be a major limiting factor. In 2012 and 2013, a small amount of cash was allocated to the project, assuming that and/or donated labor and materials can be obtained for remaining costs. For 2014, the draft CIP assumes all funding to come from grants or donations.

The two trail projects added to the CIP in 2011 (PR-015, Sidewalk, 209th to South Ball Field and PR-016, Sidewalk, Ballfield to Olinda Lane) have been moved to pending at Council direction. The Park and Recreation Committee recommended PR-015 be funded in 2014. The timing of a management plan for Wind in the Pines Park (PR-002) was also moved from 2014 to 2015 at the Committee's request.

PR-018, Tennis Court Reconstruction (\$60,000) has been moved from pending to active in 2018 in the draft CIP.

A new project, Log House Landing Improvements (PR-019), has been added to the CIP. The project is broken down into two phases. Improvements to the landing are scheduled for 2014 and the paving of the access road and other stormwater improvements for 2015. The draft CIP assumes a 50% cost share with the Carnelian-Marine-St. Croix Watershed District.

Public Works— The largest street projects in the plan are discussed above. At Council direction, the plan moves Ozark Avenue Extension (PW-003) to pending. It is unlikely that this road would be constructed until some of the land that it would serve is developed.

In addition to the Quinell Ave project discussed above, the other new project added to the CIP is a Wood Chipper (PW-026) which has been pushed back to 2015 following discussion at the June work session.

Project PW-006 would maintain a third dump truck/plow in the city's fleet. Getting the snow off the roads more quickly will enhance the overall effectiveness of snow and ice control. The city purchased its last new dump truck in late 2011. It was intended as a replacement for a 1997 Ford plow truck however the Public Work Director recommended keeping it until a replacement could be purchased in 2014 to maintain the three routes. The Council included funding in the 2013 Equipment Certificate Issue to allow for the purchase of the dump truck with plow. The next replacement (PW-010, the 2002 Sterling) is scheduled for 2016. After that replacement, the replacement schedule is set at 10 years for all 3 plow trucks.

The remaining Public Works projects are equipment replacements. Changes to the expected useful life and cost estimates for several items have been made but do not have a significant impact on the first 5 years of the plan.

City of Scandia, Minnesota
Capital Improvement Program

PROJECT LISTING

Includes Projects from All Years

Administration

<u>Status</u>	<u>Project #</u>	<u>Project Name</u>
Active	A-006	Electronic Data Storage

Community Center

<u>Status</u>	<u>Project #</u>	<u>Project Name</u>
Active	CC-002	Community Center HVAC Replacement
Active	CC-003	Community Center Roof Replacement

Fire

<u>Status</u>	<u>Project #</u>	<u>Project Name</u>
Active	F-001	Fire Station HVAC Replacement
Active	F-002	Replacement of Fire Dept. Air Compressor
Active	F-003	Fire Department Radio Replacement
Active	F-004	Fire Chief's Car
Active	F-006	SCBA Air Pac Replacements
Active	F-007	Fire Hall Roof
Active	F-008	Fire Hall Well Pump Replacement
Active	F-009	Civil Defense Sirens
Active	F-010	Rescue 5179 Replacement
Active	F-011	Tanker 5177 Replacement
Active	F-012	Engine 5180 Replacement
Active	F-013	Grass Rig 5175 Replacement
Active	F-014	Tanker 5178 Replacement
Active	F-015	Engine 5176 Replacement
Active	F-016	Second Fire Station
Active	F-018	Back-up Generator for Fire Hall
Active	F-022	SCBA Compressor Replacement

Ice Rink

<u>Status</u>	<u>Project #</u>	<u>Project Name</u>
Active	IR-002	Zamboni Replacement

Parks and Recreation

<u>Status</u>	<u>Project #</u>	<u>Project Name</u>
Active	PR-001	Lilleskogen Park Improvements
Active	PR-002	Wind in the Pines Park
Active	PR-018	Tennis Court Reconstruction
Active	PR-019	Log House Landing Improvements

Public Works

<u>Status</u>	<u>Project #</u>	<u>Project Name</u>
Active	PW-002	Street Maintenance Program
Active	PW-004	Pickup w/Plow Replacement 2008 Ford F350 (102-08)
Active	PW-005	John Deere Tractor Mower w/Broom & Blower (303-09)
Active	PW-006	New Dump Truck/ Plow (Replace 201-97)
Active	PW-007	Tiger Ditch Rear Mower Replacement
Active	PW-008	Tiger Boom Mower Attachment Replacement
Active	PW-009	1999 JD-6410 Tractor Replacement (302-99)

Active	PW-010	2002 Sterling Dump Truck/Plow Replacement (202-02)
Active	PW-012	Asphalt Patching Equipment (312)
Active	PW-014	Pickup w/Plow Replacement 2011 Ford F250 (103-11)
Active	PW-015	Skid Loader and Trailer
Active	PW-016	1998 John Deere Motor Grader Replacement (301-98)
Active	PW-017	2011 Mack Dump Truck/Plow Replacement (203-11)
Active	PW-019	2008 Ford Ranger Replacement (101-08)
Active	PW-020	Power Washer
Active	PW-021	Lift for Public Works Garage
Active	PW-022	One-Ton F-550 Work Truck
Active	PW-024	Utility Truck with Crane
Active	PW-026	Wood Chipper
Active	PW-027	Quinell Ave

City of Scandia, Minnesota
Capital Improvement Program
2014 thru 2018

PROJECTS BY YEAR

Project Name	Department	Project #	Priority	Project Cost
2014				
Electronic Data Storage	Administration	A-006	2	12,250
Back-up Generator for Fire Hall	Fire	F-018	3	36,000
Lilleskogen Park Improvements	Parks and Recreation	PR-001	2	47,500
Log House Landing Improvements	Parks and Recreation	PR-019	n/a	40,000
Street Maintenance Program	Public Works	PW-002	1	300,000
New Dump Truck/ Plow (Replace 201-97)	Public Works	PW-006	1	200,000
Total for 2014				635,750
2015				
Tanker 5177 Replacement	Fire	F-011	3	200,000
Lilleskogen Park Improvements	Parks and Recreation	PR-001	2	36,000
Wind in the Pines Park	Parks and Recreation	PR-002	3	10,000
Log House Landing Improvements	Parks and Recreation	PR-019	n/a	200,000
Street Maintenance Program	Public Works	PW-002	1	2,300,000
Utility Truck with Crane	Public Works	PW-024	3	70,000
Wood Chipper	Public Works	PW-026	2	37,500
Quinell Ave	Public Works	PW-027	n/a	185,000
Total for 2015				3,038,500
2016				
Fire Station HVAC Replacement	Fire	F-001	2	20,000
SCBA Compressor Replacement	Fire	F-022	2	17,000
Zamboni Replacement	Ice Rink	IR-002	n/a	40,000
Street Maintenance Program	Public Works	PW-002	1	300,000
John Deere Tractor Mower w/Broom & Blower (303-09)	Public Works	PW-005	3	25,000
2002 Sterling Dump Truck/Plow Replacement (202-02)	Public Works	PW-010	3	200,000
Total for 2016				602,000
2017				
Grass Rig 5175 Replacement	Fire	F-013	3	85,000
Second Fire Station	Fire	F-016	3	125,000
Street Maintenance Program	Public Works	PW-002	1	300,000
Total for 2017				510,000
2018				
Fire Department Radio Replacement	Fire	F-003	1	75,000
Fire Chief's Car	Fire	F-004	3	50,000
Civil Defense Sirens	Fire	F-009	2	30,000
Tennis Court Reconstruction	Parks and Recreation	PR-018	3	60,000
Street Maintenance Program	Public Works	PW-002	1	300,000
Pickup w/Plow Replacement 2008 Ford F350 (102-08)	Public Works	PW-004	3	25,500
1998 John Deere Motor Grader Replacement (301-98)	Public Works	PW-016	n/a	225,000

Project Name	Department	Project #	Priority	Project Cost
2008 Ford Ranger Replacement (101-08)	Public Works	PW-019	3	25,500
	Total for 2018			791,000
GRAND TOTAL				5,577,250

City of Scandia, Minnesota
Capital Improvement Program
2014 thru 2018

EXPENDITURES AND SOURCES SUMMARY

Department	2014	2015	2016	2017	2018	Total
Administration	12,250					12,250
Fire	36,000	200,000	37,000	210,000	155,000	638,000
Ice Rink			40,000			40,000
Parks and Recreation	87,500	246,000			60,000	393,500
Public Works	500,000	2,592,500	525,000	300,000	576,000	4,493,500
EXPENDITURE TOTAL	635,750	3,038,500	602,000	510,000	791,000	5,577,250

Source	2014	2015	2016	2017	2018	Total
Capital Improvement Fund	68,250	177,500			30,000	275,750
Debt Service Fund	200,000	2,000,000		125,000		2,325,000
Equipment Replacement Fund		200,000	242,000	85,000	351,000	878,000
General Fund	300,000	300,000	320,000	300,000	410,000	1,630,000
Grants/ Donations	67,500	256,000	40,000			363,500
Other/ TBD		65,000				65,000
Park Improvement Fund		10,000				10,000
Sewer Fund (201)		30,000				30,000
SOURCE TOTAL	635,750	3,038,500	602,000	510,000	791,000	5,577,250

City of Scandia, Minnesota
Capital Improvement Program
2019 thru 2023

PROJECTS BY YEAR

Project Name	Department	Project #	Priority	Project Cost
2019				
Community Center Roof Replacement	Community Center	CC-003	2	22,000
Street Maintenance Program	Public Works	PW-002	1	300,000
Tiger Ditch Rear Mower Replacement	Public Works	PW-007	3	15,000
Tiger Boom Mower Attachment Replacement	Public Works	PW-008	3	12,000
1999 JD-6410 Tractor Replacement (302-99)	Public Works	PW-009	3	60,000
Total for 2019				409,000
2020				
Fire Hall Roof	Fire	F-007	2	80,000
Street Maintenance Program	Public Works	PW-002	1	300,000
Total for 2020				380,000
2021				
Replacement of Fire Dept. Air Compressor	Fire	F-002	1	30,000
Street Maintenance Program	Public Works	PW-002	1	300,000
Pickup w/Plow Replacement 2011 Ford F250 (103-11)	Public Works	PW-014	3	25,500
Total for 2021				355,500
2022				
Community Center HVAC Replacement	Community Center	CC-002	2	30,000
SCBA Air Pac Replacements	Fire	F-006	1	70,000
Skid Loader and Trailer	Public Works	PW-015	3	40,000
2011 Mack Dump Truck/Plow Replacement (203-11)	Public Works	PW-017	3	200,000
Total for 2022				340,000
2023				
Tanker 5178 Replacement	Fire	F-014	3	180,000
John Deere Tractor Mower w/Broom & Blower (303-09)	Public Works	PW-005	3	25,000
One-Ton F-550 Work Truck	Public Works	PW-022	2	50,000
Total for 2023				255,000
GRAND TOTAL				1,739,500

City of Scandia, Minnesota
Capital Improvement Program
2019 thru 2023

EXPENDITURES AND SOURCES SUMMARY

Department	2019	2020	2021	2022	2023	Total
Community Center	22,000			30,000		52,000
Fire		80,000	30,000	70,000	180,000	360,000
Public Works	387,000	300,000	325,500	240,000	75,000	1,327,500
EXPENDITURE TOTAL	409,000	380,000	355,500	340,000	255,000	1,739,500

Source	2019	2020	2021	2022	2023	Total
Equipment Replacement Fund	87,000		55,500	310,000	255,000	707,500
General Fund	322,000	380,000	300,000	30,000		1,032,000
SOURCE TOTAL	409,000	380,000	355,500	340,000	255,000	1,739,500

City of Scandia, Minnesota
Capital Improvement Program
2014 thru 2023

PROJECTS BY DEPARTMENT

Department	#	Priority	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total
Administration													
Electronic Data Storage	A-006	2	12,250										12,250
Administration Total			12,250										12,250
Community Center													
Community Center HVAC Replacement	CC-002	2									30,000		30,000
Community Center Roof Replacement	CC-003	2					22,000						22,000
Community Center Total							22,000				30,000		52,000
Fire													
Fire Station HVAC Replacement	F-001	2			20,000								20,000
Replacement of Fire Dept. Air Compressor	F-002	1								30,000			30,000
Fire Department Radio Replacement	F-003	1					75,000						75,000
Fire Chief's Car	F-004	3					50,000						50,000
SCBA Air Pac Replacements	F-006	1									70,000		70,000
Fire Hall Roof	F-007	2							80,000				80,000
Civil Defense Sirens	F-009	2					30,000						30,000
Tanker 5177 Replacement	F-011	3											200,000
Grass Rig 5175 Replacement	F-013	3				85,000							85,000
Tanker 5178 Replacement	F-014	3									180,000		180,000
Second Fire Station	F-016	3				125,000							125,000
Back-up Generator for Fire Hall	F-018	3	36,000										36,000
SCBA Compressor Replacement	F-022	2			17,000								17,000
Fire Total			36,000	200,000	37,000	210,000	155,000	80,000	80,000	30,000	70,000	180,000	998,000
Ice Rink													
Zamboni Replacement	IR-002	n/a			40,000								40,000

Department	#	Priority	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total
Ice Risk Total													
40,000													
Parks and Recreation													
Lilleskogen Park Improvements	PR-001	2	47,500	36,000									83,500
Wind in the Pines Park	PR-002	3	10,000										10,000
Tennis Court Reconstruction	PR-018	3		60,000									60,000
Log House Landing Improvements	PR-019	n/a	40,000	200,000									240,000
Parks and Recreation Total			87,500	246,000		60,000							393,500
Public Works													
Street Maintenance Program	PW-002	1	300,000	2,300,000	300,000	300,000	300,000	300,000	300,000	300,000			4,400,000
Pickup w/Plow Replacement 2008 Ford F350 (102-08)	PW-004	3			300,000	300,000	25,500						25,500
John Deere Tractor Mower w/Broom & Blower (303-09)	PW-005	3		25,000								25,000	50,000
New Dump Truck/ Plow (Replace 201-97)	PW-006	1	200,000										200,000
Tiger Ditch Rear Mower Replacement	PW-007	3					15,000						15,000
Tiger Boom Mower Attachment Replacement	PW-008	3					12,000						12,000
1999 JD-6410 Tractor Replacement (302-99)	PW-009	3					60,000						60,000
2002 Sterling Dump Truck/Plow Replacement (202-02)	PW-010	3		200,000									200,000
Pickup w/Plow Replacement 2011 Ford F250 (103-11)	PW-014	3								25,500			25,500
Skid Loader and Trailer	PW-015	3									40,000		40,000
1998 John Deere Motor Grader Replacement (301-98)	PW-016	n/a					225,000						225,000
2011 Mack Dump Truck/Plow Replacement (203-11)	PW-017	3									200,000		200,000
2008 Ford Ranger Replacement (101-08)	PW-019	3					25,500						25,500
One-Ton F-550 Work Truck	PW-022	2									50,000		50,000
Utility Truck with Crane	PW-024	3		70,000									70,000
Wood Chipper	PW-026	2		37,500									37,500
Quinnell Ave	PW-027	n/a		185,000									185,000
Public Works Total			500,000	2,592,500	525,000	300,000	576,000	387,000	300,000	325,500	240,000	75,000	5,821,000
GRAND TOTAL			635,750	3,038,500	602,000	510,000	791,000	409,000	380,000	355,500	340,000	255,000	7,316,750

City of Scandia, Minnesota
Capital Improvement Program

2014 thru 2023

PROJECTS BY SOURCE

Source	#	Priority	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total
Capital Improvement Fund													
Electronic Data Storage	A-006	2	12,250										12,250
Civil Defense Sirens	F-009	2					30,000						30,000
Back-up Generator for Fire Hall	F-018	3	36,000										36,000
Log House Landing Improvements	PR-019	n/a	20,000	100,000									120,000
Utility Truck with Crane	PW-024	3		40,000									40,000
Wood Chipper	PW-026	2		37,500									37,500
Capital Improvement Fund Total			68,250	177,500			30,000						275,750
Debt Service Fund													
Second Fire Station	F-016	3				125,000							125,000
Street Maintenance Program	PW-002	1		2,000,000									2,000,000
New Dump Truck/ Plow (Replace 201-97)	PW-006	1	200,000										200,000
Debt Service Fund Total			200,000	2,000,000		125,000							2,325,000
Equipment Replacement Fund													
Replacement of Fire Dept. Air Compressor	F-002	1								30,000			30,000
Fire Department Radio Replacement	F-003	1					75,000						75,000
SCBA Air Pac Replacements	F-006	1									70,000		70,000
Tanker 5177 Replacement	F-011	3		200,000									200,000
Grass Rig 5175 Replacement	F-013	3						85,000					85,000
Tanker 5178 Replacement	F-014	3										180,000	180,000
SCBA Compressor Replacement	F-022	2			17,000								17,000
Pickup w/Plow Replacement 2008 Ford F350 (102-08)	PW-004	3					25,500						25,500
John Deere Tractor Mower w/Broom & Blower (303-09)	PW-005	3			25,000							25,000	50,000

Source	#	Priority	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total
Tiger Ditch Rear Mower Replacement	PW-007	3						15,000					15,000
Tiger Boom Mower Attachment Replacement	PW-008	3						12,000					12,000
1999 JD-6410 Tractor Replacement (302-99)	PW-009	3						60,000					60,000
2002 Sterling Dump Truck/Plow Replacement (202-02)	PW-010	3			200,000								200,000
Pickup w/Plow Replacement 2011 Ford F250 (103-11)	PW-014	3								25,500			25,500
Skid Loader and Trailer	PW-015	3									40,000		40,000
1998 John Deere Motor Grader Replacement (301-98)	PW-016	n/a					225,000						225,000
2011 Mack Dump Truck/Plow Replacement (203-11)	PW-017	3									200,000		200,000
2008 Ford Ranger Replacement (101-08)	PW-019	3					25,500						25,500
One-Ton F-550 Work Truck	PW-022	2										50,000	50,000
Equipment Replacement Fund Total			200,000	200,000	242,000	85,000	351,000	87,000	380,000	300,000	310,000	255,000	1,585,500

General Fund

Community Center HVAC Replacement	CC-002	2									30,000		30,000
Community Center Roof Replacement	CC-003	2						22,000					22,000
Fire Station HVAC Replacement	F-001	2			20,000								20,000
Fire Chief's Car	F-004	3					50,000						50,000
Fire Hall Roof	F-007	2							80,000				80,000
Tennis Court Reconstruction	PR-018	3					60,000						60,000
Street Maintenance Program	PW-002	1	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	30,000		2,400,000
General Fund Total			300,000	300,000	320,000	300,000	410,000	322,000	380,000	300,000	30,000		2,662,000

Grants/ Donations

Zamboni Replacement	IR-002	n/a			40,000								40,000
Lilleskogen Park Improvements	PR-001	2	47,500	36,000									83,500
Log House Landing Improvements	PR-019	n/a	20,000	100,000									120,000
Quinnell Ave	PW-027	n/a		120,000									120,000
Grants/ Donations Total			67,500	256,000	40,000								363,500

Source	#	Priority	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total
Other/ TBD													
Quinnell Ave		n/a		65,000									65,000
Other/ TBD Total				65,000									65,000
Park Improvement Fund													
Wind in the Pines Park		3		10,000									10,000
Park Improvement Fund Total				10,000									10,000
Sewer Fund (201)													
Utility Truck with Crane		3		30,000									30,000
Sewer Fund (201) Total				30,000									30,000
GRAND TOTAL			635,750	3,038,500	602,000	510,000	791,000	409,000	380,000	355,500	340,000	255,000	7,316,750

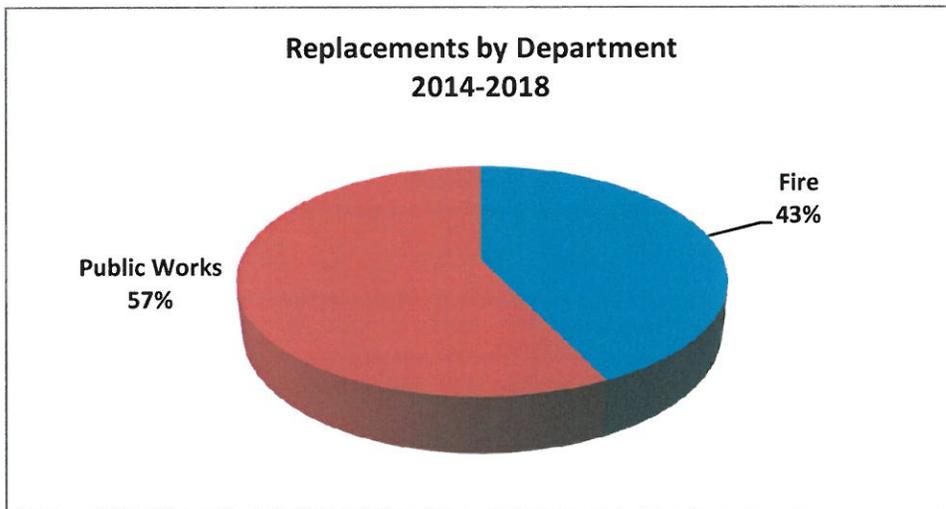
**Equipment Replacement Fund
2014-2018**

Replacements by Department

Year	Fire	Public Works	Total
2014	\$0	\$0	\$0
2015	\$200,000	\$0	\$200,000
2016	\$17,000	\$225,000	\$242,000
2017	\$85,000	\$0	\$85,000
2018	\$75,000	\$276,000	\$351,000
TOTAL	\$377,000	\$501,000	\$878,000

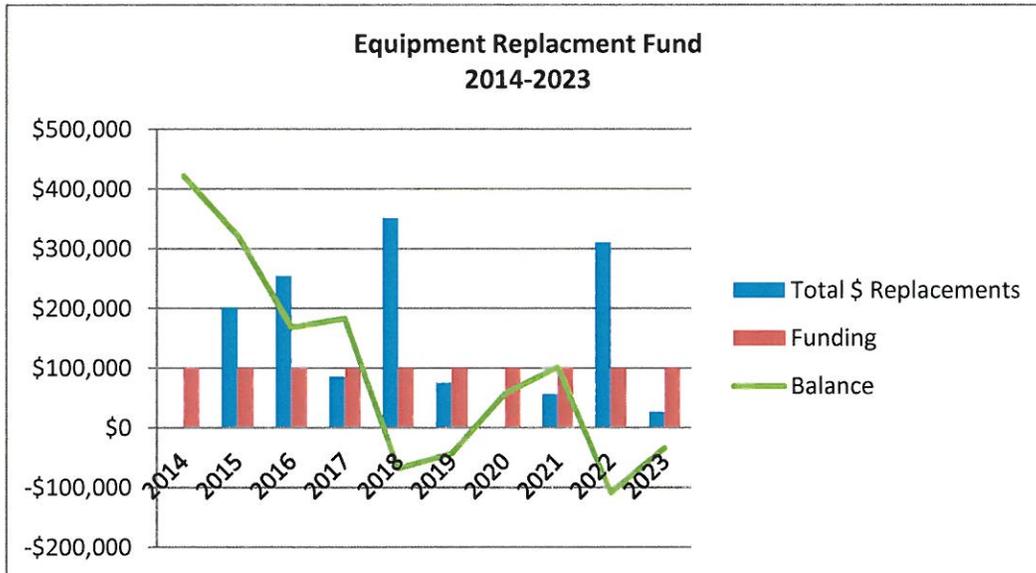
Percent	42.94%	57.06%	100.00%
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2014 Allocation	\$42,938	\$57,062	\$100,000
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Equipment Replacement Fund Cash Flow 2014-2023

Year	Total \$ Replacements	Funding	Balance
2014	\$0	\$100,000	422,000
2015	\$200,000	\$100,000	\$322,000
2016	\$254,000	\$100,000	\$168,000
2017	\$85,000	\$100,000	\$183,000
2018	\$351,000	\$100,000	-\$68,000
2019	\$75,000	\$100,000	-\$43,000
2020	\$0	\$100,000	\$57,000
2021	\$55,500	\$100,000	\$101,500
2022	\$310,000	\$100,000	-\$108,500
2023	\$25,500	\$100,000	-\$34,000



**City of Scandia
Capital Improvement Program
2014-2018**

Appendix

Capital Improvement Program
City of Scandia, Minnesota

2014 thru 2018

Department Administration
 Contact
 Type New
 Useful Life
 Category Other
 Priority 2: High priority

Project #	A-006
Project Name	Electronic Data Storage

Description
Purchase of system to begin electronic data storage

Justification
Space limitation in city offices and growing amounts of data to be kept Improve staff efficiency in locating information

Expenditures	2014	2015	2016	2017	2018	Total
Equip/Vehicles/Furnishings	12,250					12,250
Total	12,250					12,250

Funding Sources	2014	2015	2016	2017	2018	Total
Capital Improvement Fund	12,250					12,250
Total	12,250					12,250

Capital Improvement Program
City of Scandia, Minnesota

2014 thru 2018

Department Fire
 Contact Fire Chief
 Type Maintenance
 Useful Life 15 years
 Category Buildings
 Priority 2: High priority

Project #	F-001
Project Name	Fire Station HVAC Replacement

Description
Replace HVAC System at Fire Hall

Justification
Useful life expected.

Expenditures	2014	2015	2016	2017	2018	Total
Construction/Maintenance			20,000			20,000
Total			20,000			20,000

Funding Sources	2014	2015	2016	2017	2018	Total
General Fund			20,000			20,000
Total			20,000			20,000

Capital Improvement Program
City of Scandia, Minnesota

2014 thru 2018

Department Fire
 Contact Fire Chief
 Type Replacement
 Useful Life 10 years
 Category Equipment/ Vehicles
 Priority 1: Urgent, high priority

Project # **F-003**
 Project Name **Fire Department Radio Replacement**

Description
 Replace radios used for emergency communications with Washington County and fireground communication. (2018)

Justification
 Emergency communications

Expenditures	2014	2015	2016	2017	2018	Total
Equip/Vehicles/Furnishings					75,000	75,000
Total					75,000	75,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Replacement Fund					75,000	75,000
Total					75,000	75,000

**Capital Improvement Program
City of Scandia, Minnesota**

2014 thru 2018

Department Fire
 Contact Fire Chief
 Type New
 Useful Life 7 years
 Category Equipment/ Vehicles
 Priority 3: Worthwhile

Project # **F-004**
 Project Name **Fire Chief's Car**

Description
 Purchase multi-purpose vehicle:
 1. Chief's car for direct response to emergencies.
 2. Use as command vehicle at scene.
 3. Transport personnel for non-emergency meetings and training out of the area.

Justification
 Eliminate use of personal vehicles for Fire Dept business

Expenditures	2014	2015	2016	2017	2018	Total
Equip/Vehicles/Furnishings					50,000	50,000
Total					50,000	50,000

Funding Sources	2014	2015	2016	2017	2018	Total
General Fund					50,000	50,000
Total					50,000	50,000

**Capital Improvement Program
City of Scandia, Minnesota**

2014 thru 2018

Department Fire
 Contact Fire Chief
 Type New
 Useful Life 25 years
 Category Equipment/ Vehicles
 Priority 2: High priority

Project # F-009
 Project Name Civil Defense Sirens

Description

Justification
 Public safety.

Expenditures	2014	2015	2016	2017	2018	Total
Construction/Maintenance					30,000	30,000
Total					30,000	30,000

Funding Sources	2014	2015	2016	2017	2018	Total
Capital Improvement Fund					30,000	30,000
Total					30,000	30,000

Capital Improvement Program
City of Scandia, Minnesota

2014 *thru* 2018

Department Fire
 Contact Fire Chief
 Type Replacement
 Useful Life 20 years
 Category Equipment/ Vehicles
 Priority 3: Worthwhile

Project # F-011
 Project Name Tanker 5177 Replacement

Description
 Tanker 5177 Replacement

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Equip/Vehicles/Furnishings		200,000				200,000
Total		200,000				200,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Replacement Fund		200,000				200,000
Total		200,000				200,000

Capital Improvement Program
City of Scandia, Minnesota

2014 *thru* 2018

Department Fire
 Contact Fire Chief
 Type Replacement
 Useful Life 20 years
 Category Equipment/ Vehicles
 Priority 3: Worthwhile

Project #	F-013
Project Name	Grass Rig 5175 Replacement

Description
Grass Rig 5175 Replacement (2017)

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Equip/Vehicles/Furnishings				85,000		85,000
Total				85,000		85,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Replacement Fund				85,000		85,000
Total				85,000		85,000

Capital Improvement Program
City of Scandia, Minnesota

2014 *thru* 2018

Department Fire
 Contact Fire Chief
 Type New
 Useful Life 40 years
 Category Buildings
 Priority 3: Worthwhile

Project #	F-016
Project Name	Second Fire Station

Description
 Second fire station. Potential locations: Big Lake School site, or joint project with City of Forest Lake.

Justification
 Improve service to area beyond ISO guidelines; decreased fire insurance premiums for portion of service area.

Expenditures	2014	2015	2016	2017	2018	Total
Construction/Maintenance				125,000		125,000
Total				125,000		125,000

Funding Sources	2014	2015	2016	2017	2018	Total
Debt Service Fund				125,000		125,000
Total				125,000		125,000

Capital Improvement Program
City of Scandia, Minnesota

2014 thru 2018

Department Fire
 Contact Fire Chief
 Type Improvement
 Useful Life 20 years
 Category Other
 Priority 3: Worthwhile

Project # **F-018**
 Project Name **Back-up Generator for Fire Hall**

Description

Provide back-up power for Fire Hall and portable to address sewer pumping issues if necessary

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Equip/Vehicles/Furnishings	36,000					36,000
Total	36,000					36,000

Funding Sources	2014	2015	2016	2017	2018	Total
Capital Improvement Fund	36,000					36,000
Total	36,000					36,000

Capital Improvement Program
City of Scandia, Minnesota

2014 thru 2018

Department Fire
 Contact
 Type Replacement
 Useful Life 15 years
 Category Other
 Priority 2: High priority

Project #	F-022
Project Name	SCBA Compressor Replacement

Description
Compressor used to fill SCBA air pacs

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Equip/Vehicles/Furnishings			17,000			17,000
Total			17,000			17,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Replacement Fund			17,000			17,000
Total			17,000			17,000

**Capital Improvement Program
City of Scandia, Minnesota**

2014 thru 2018

Department Ice Rink
Contact Park and Rec Committee
Type Replacement
Useful Life 25 years
Category Equipment/ Vehicles
Priority N/A

Project # IR-002
Project Name Zamboni Replacement

Description
 Replacement of (used) Zamboni for outdoor ice rink

Justification
 End of useful life of existing equipment.

Expenditures	2014	2015	2016	2017	2018	Total
Equip/Vehicles/Furnishings			40,000			40,000
Total			40,000			40,000

Funding Sources	2014	2015	2016	2017	2018	Total
Grants/ Donations			40,000			40,000
Total			40,000			40,000

Capital Improvement Program
City of Scandia, Minnesota

2014 thru 2018

Department Parks and Recreation
 Contact Park and Rec Committee
 Type Improvement
 Useful Life 20 years
 Category Park Improvement
 Priority 2: High priority

Project #	PR-001
Project Name	Lilleskogen Park Improvements

Description
Preliminary Cost Estimate from Lilleskogen Park Plan, January 2007 & estimates from SRF Inc., April 2008, parking lot design & estimates June 2011
Phase 1, 2009 (\$24,800)
1. Site surveying and engineering for water control structure: \$13,800
2. Construction/ earthwork: \$10,000
3. Weed Management: \$1,000
Phase 2, 2011
4. Parking Lot Design (\$6,000)
Phase 3, 2012
5. Parking Lot Construction (\$44,000)
Phase 4, 2013 (\$103,000)
5. Site utilities: \$8,000
6. Trails and Board: \$90,000
7. Electrical (parking lot security lighting) \$5,000
Phase 5, 2014 (\$47,500)
6. Vegetation removals (\$21,500)
7. Landscaping/ vegetation restorations (\$26,000)
Phase 6, 2015 (\$36,000)
8. Site furnishings (picnic shelter, tables, benches, signage etc.)

Justification
#1 priority of Park and Recreation Committee
Park is gateway to village center; connection to pedestrian trails, accessible to school.

Expenditures	2014	2015	2016	2017	2018	Total
Construction/Maintenance	47,500	15,000				62,500
Equip/Vehicles/Furnishings		21,000				21,000
Total	47,500	36,000				83,500

Funding Sources	2014	2015	2016	2017	2018	Total
Grants/ Donations	47,500	36,000				83,500
Total	47,500	36,000				83,500

Capital Improvement Program
City of Scandia, Minnesota

2014 *thru* 2018

Department Parks and Recreation
 Contact Park and Rec Committee
 Type Improvement
 Useful Life 20 years
 Category Park Improvement
 Priority 3: Worthwhile

Project # **PR-002**
 Project Name **Wind in the Pines Park**

Description
 Site Survey and Boundary Markers- \$4,800 (2010)
 Signage/furnishings-- \$2,000 (2011)
 Natural Resources Management Plan-- \$10,000 (2014)

Justification
 Second priority of Park and Recreation Committee.
 Stairs/ trail improvement needed to allow use of steep trail without erosion and keep users from trespassing on private property.

Expenditures	2014	2015	2016	2017	2018	Total
Planning/Design		10,000				10,000
Total		10,000				10,000

Funding Sources	2014	2015	2016	2017	2018	Total
Park Improvement Fund		10,000				10,000
Total		10,000				10,000

Capital Improvement Program
City of Scandia, Minnesota

2014 thru 2018

Department Parks and Recreation
Contact Maintenance Sup.
Type Replacement
Useful Life 20 years
Category Park Improvement
Priority 3: Worthwhile

Project # PR-018
Project Name Tennis Court Reconstruction

Description
 Replace tennis courts at Community Center.

Justification
 End of useful life/ when resurfacing is no longer effective

Expenditures	2014	2015	2016	2017	2018	Total
Construction/Maintenance					60,000	60,000
Total					60,000	60,000

Funding Sources	2014	2015	2016	2017	2018	Total
General Fund					60,000	60,000
Total					60,000	60,000

Capital Improvement Program
City of Scandia, Minnesota

2014 thru 2018

Department Parks and Recreation
 Contact
 Type Improvement
 Useful Life 20 years
 Category Other
 Priority N/A

Project # **PR-019**
 Project Name **Log House Landing Improvements**

Description
 Improvements to landing and road to address erosion issues. Cost share with CMSCWD.
 Landing improvements in 2014
 Roadway improvements in 2015

Justification
 address erosion issues and gravel going into St. Croix River

Expenditures	2014	2015	2016	2017	2018	Total
Construction/Maintenance	40,000	200,000				240,000
Total	40,000	200,000				240,000

Funding Sources	2014	2015	2016	2017	2018	Total
Capital Improvement Fund	20,000	100,000				120,000
Grants/ Donations	20,000	100,000				120,000
Total	40,000	200,000				240,000

Capital Improvement Program
City of Scandia, Minnesota

2014 thru 2018

Department Public Works
 Contact Engineer
 Type Maintenance
 Useful Life Variable
 Category Road Reconstruction
 Priority 1: Urgent, high priority

Project #	PW-002
Project Name	Street Maintenance Program

Description
 Ten-year rehab. Program including crack sealing and seal coat, reclaim and overlay, reconstruction, as recommended by 2008 Pavement Management Plan (UPDATE UNDERWAY)

Justification
 Maintain investment in paved roadways. Assumes new assessment policy allowing debt financing of significant portion of rehabilitation and reconstruction program, beginning with street reconstruction project in 2015.

Expenditures	2014	2015	2016	2017	2018	Total
Construction/Maintenance	300,000	2,300,000	300,000	300,000	300,000	3,500,000
Total	300,000	2,300,000	300,000	300,000	300,000	3,500,000

Funding Sources	2014	2015	2016	2017	2018	Total
Debt Service Fund		2,000,000				2,000,000
General Fund	300,000	300,000	300,000	300,000	300,000	1,500,000
Total	300,000	2,300,000	300,000	300,000	300,000	3,500,000

**Capital Improvement Program
City of Scandia, Minnesota**

2014 thru 2018

Department Public Works
Contact Maintenance Sup.
Type Replacement
Useful Life 10 years
Category Equipment/ Vehicles
Priority 3: Worthwhile

Project # PW-004
Project Name Pickup w/Plow Replacement 2008 Ford F350 (102-08)

Description
Replace 2008 Ford F350 Pickup w/Plow (102-08)

Justification
Useful life of equipment. Used for day-to-day maintenance operations and to plow small streets & cul-de-sacs

Expenditures	2014	2015	2016	2017	2018	Total
Equip/Vehicles/Furnishings					25,500	25,500
Total					25,500	25,500

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Replacement Fund					25,500	25,500
Total					25,500	25,500

Capital Improvement Program
City of Scandia, Minnesota

2014 thru 2018

Department Public Works
Contact Maintenance Sup.
Type Replacement
Useful Life 7 years
Category Equipment/ Vehicles
Priority 3: Worthwhile

Project # PW-005
Project Name John Deere Tractor Mower w/Broom & Blower (303-09)

Description
 John Deere Tractor Mower w/Broom & Blower, planned replacements (303-09)

Justification
 Replace at end of useful life.

Expenditures	2014	2015	2016	2017	2018	Total
Equip/Vehicles/Furnishings			25,000			25,000
Total			25,000			25,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Replacement Fund			25,000			25,000
Total			25,000			25,000

Capital Improvement Program
City of Scandia, Minnesota

2014 thru 2018

Department Public Works
Contact Maintenance Sup.
Type New
Useful Life 10 years
Category Equipment/ Vehicles
Priority 1: Urgent, high priority

Project # PW-006
Project Name New Dump Truck/ Plow (Replace 201-97)

Description
 New tandem-axel plow truck. Trade or sell 1997 Ford 8000 Dump Truck w/Plow (201-97) retained for a back-up after purchase of Mack (203-11)

Justification
 Improve speed of snow removal by adding a third route.

Expenditures	2014	2015	2016	2017	2018	Total
Equip/Vehicles/Furnishings	200,000					200,000
Total	200,000					200,000

Funding Sources	2014	2015	2016	2017	2018	Total
Debt Service Fund	200,000					200,000
Total	200,000					200,000

Capital Improvement Program
City of Scandia, Minnesota

2014 thru 2018

Department Public Works
Contact Maintenance Sup.
Type Replacement
Useful Life 10 years
Category Equipment/ Vehicles
Priority 3: Worthwhile

Project # PW-010
Project Name 2002 Sterling Dump Truck/Plow Replacement (202-02)

Description
 2002 Sterling Dump Truck w/Plow Replacement (202-02)

Justification
 Replace at end of useful lfe. Replace single-axel with tandem-axel truck.

Expenditures	2014	2015	2016	2017	2018	Total
Equip/Vehicles/Furnishings			200,000			200,000
Total			200,000			200,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Replacement Fund			200,000			200,000
Total			200,000			200,000

Capital Improvement Program
City of Scandia, Minnesota

2014 thru 2018

Department Public Works
 Contact Maintenance Sup.
 Type Replacement
 Useful Life 20 years
 Category Equipment/ Vehicles
 Priority N/A

Project # **PW-016**
 Project Name **1998 John Deere Motor Grader Replacement (301-98)**

Description
 Replace 1998 John Deere Motor Grader (301-98)

Justification
 Replacement at end of useful life is needed if remaining gravel roads are not paved and/or existing paved roads are not reconstructed.

Expenditures	2014	2015	2016	2017	2018	Total
Equip/Vehicles/Furnishings					225,000	225,000
Total					225,000	225,000

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Replacement Fund					225,000	225,000
Total					225,000	225,000

**Capital Improvement Program
City of Scandia, Minnesota**

2014 thru 2018

Department Public Works
 Contact Maintenance Sup.
 Type Replacement
 Useful Life 10 years
 Category Other
 Priority 3: Worthwhile

Project # PW-019
 Project Name 2008 Ford Ranger Replacement (101-08)

Description
 Replace 2008 Ford Ranger Pickup Truck (101-08).
 Originally assigned to Building Official, reassigned to Public Works Dept. in 2012 for 2013 CIP Update. Replace with larger 4x4 pickup.

Justification
 Replace at end of useful life.

Expenditures	2014	2015	2016	2017	2018	Total
Equip/Vehicles/Furnishings					25,500	25,500
Total					25,500	25,500

Funding Sources	2014	2015	2016	2017	2018	Total
Equipment Replacement Fund					25,500	25,500
Total					25,500	25,500

Capital Improvement Program
City of Scandia, Minnesota

2014 *thru* 2018

Department Public Works
 Contact Maintenance Sup.
 Type New
 Useful Life 10 years
 Category Equipment/ Vehicles
 Priority 3: Worthwhile

Project # PW-024
 Project Name Utility Truck with Crane

Description

Utility truck with crane to be used for pump maintenance and other utility work.
 Add \$10,000 for air compressor on board

Justification

Needed if city is to assume full responsibility for maintenance of wastewater treatment systems. Cost would be shared by 201 and Uptown Funds.

Expenditures	2014	2015	2016	2017	2018	Total
Equip/Vehicles/Furnishings		70,000				70,000
Total		70,000				70,000

Funding Sources	2014	2015	2016	2017	2018	Total
Capital Improvement Fund		40,000				40,000
Sewer Fund (201)		30,000				30,000
Total		70,000				70,000

Capital Improvement Program
City of Scandia, Minnesota

2014 thru 2018

Department Public Works
 Contact
 Type New
 Useful Life
 Category Other
 Priority 2: High priority

Project # PW-026
 Project Name Wood Chipper

Description
 15" wood chipper

Justification
 complete tree trimming in house

Expenditures	2014	2015	2016	2017	2018	Total
Equip/Vehicles/Furnishings		37,500				37,500
Total		37,500				37,500

Funding Sources	2014	2015	2016	2017	2018	Total
Capital Improvement Fund		37,500				37,500
Total		37,500				37,500

Capital Improvement Program
City of Scandia, Minnesota

2014 *thru* 2018

Department Public Works

Contact

Type Maintenance

Useful Life 20 years

Category Road Reconstruction

Priority N/A

Project # PW-027
 Project Name Quinell Ave

Description

Overlat on Quinell Ave

Justification

Expenditures	2014	2015	2016	2017	2018	Total
Construction/Maintenance		185,000				185,000
Total		185,000				185,000

Funding Sources	2014	2015	2016	2017	2018	Total
Grants/ Donations		120,000				120,000
Other/ TBD		65,000				65,000
Total		185,000				185,000