



Executive Department

**James H. Gailey
City Manager**

March 18, 2013

Thomas Blake, Mayor
City of South Portland
25 Cottage Road
South Portland, ME 04106

Re: FY 2014 to FY 2020 Capital Improvement Plan

Dear Mayor Blake:

In accordance with §514 and §515 of the City Charter, I am submitting the FY 2014 seven-year Capital Improvement Plan for the City of South Portland.

A capital improvement plan establishes the priorities and funding of capital infrastructure investment a community should make to assure its continued economic viability and to protect public health and safety. A strong capital improvement plan is an important element in a city's overall economic development program. The CIP program establishes the priorities and funding to provide safe and efficient roadway and transportation systems, capital-intensive environmental infrastructure projects such as wastewater collection and treatment facilities, as well as public safety equipment through a planned and continuous investment program. A capital improvement plan also establishes a plan to purchase, construct, and maintain public land and buildings that house educational, governmental, cultural or recreational activities to serve our citizens and students.

The seven-year Capital Improvement Plan for municipal infrastructure among major functional areas of the City includes:

Table I.

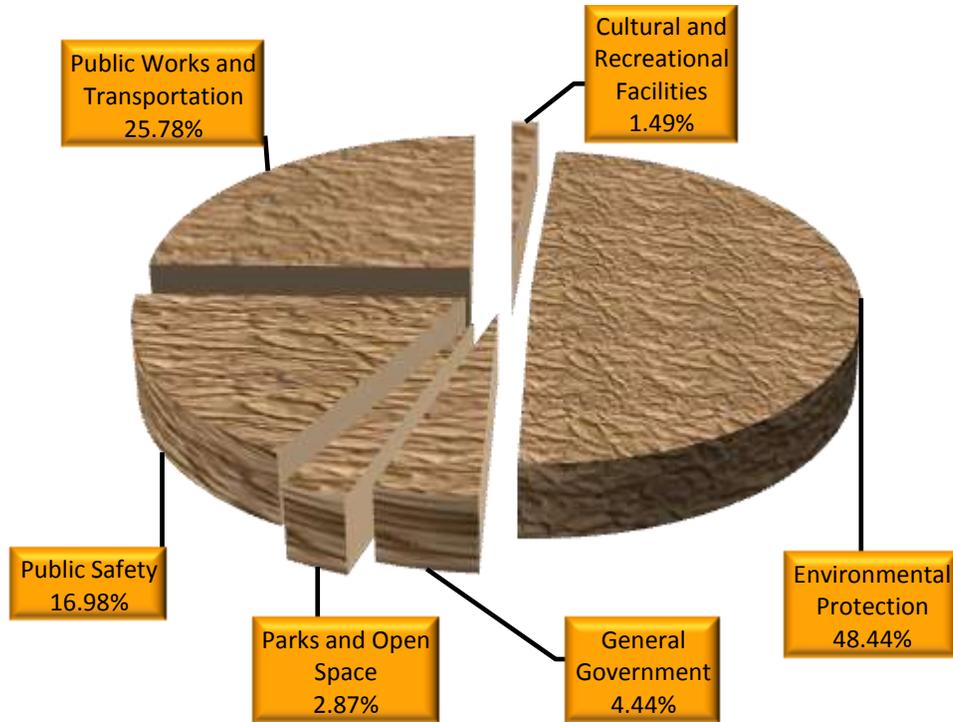
**Distribution of Capital Projects
Across Major Functional Areas
FY 2014 to FY 2020**

Cultural and Recreational Facilities	\$465,000
Environmental Protection	\$15,135,000
General Government	\$1,386,130
Parks and Open Space	\$895,864
Public Safety	\$5,306,000
Public Works and Transportation	\$8,054,720
Total	\$31,242,714

The following chart represents the distribution of capital investments across major functional areas of the City.

Chart I.

**Distribution of Capital Projects
Across Major Functional Areas
FY 2014 to FY 2020**



The City of South Portland utilizes a number of funding sources to fund major capital improvement projects. Those sources include the issuance of general obligation bonds (long-term debt), Tax Increment Financing (TIF) (public infrastructure fund reserves for eligible capital projects), General Fund Reserves (planned savings and investment program contained within the operating budget), Sewer User Fund Reserves/Surplus (funded through the Sewer User operating budget), state or federal grants, impact fees, prior years' CIP balances and interest, the operating budget and/or fund balance.

The following table shows the distribution of funding sources proposed to be used to fund this seven-year Capital Improvement Plan.

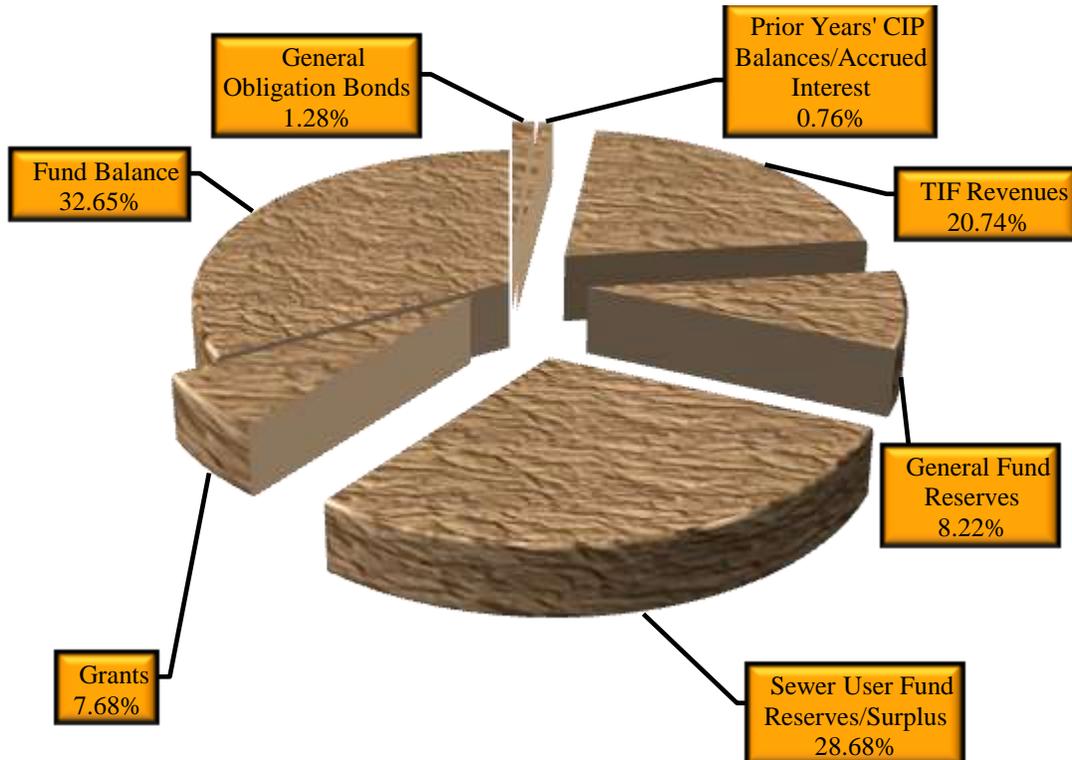
Table II

**Distribution of Funding Sources
For Capital Improvement Spending
FY 2014 to FY 2020**

General Obligation Bonds	\$400,000
Prior Years' CIP Balances/Accrued Interest	\$235,958
TIF Revenues	\$6,480,000
General Fund Reserves	\$2,568,500
Sewer User Fund Reserves/Surplus	\$8,960,000
Grants	\$2,398,478
Fund Balance	\$10,199,778
Total	\$31,242,714

Chart II.

**Distribution of Funding Sources
For Capital Improvement Spending
FY 2014 to FY 2020**



1.28% of the total seven-year Capital Improvement Program will be funded with long-term General Obligation Bonds through the City’s property tax supported General Fund. 98.72% will be funded through user fees, state or federal grants, TIF revenues, fund balance, prior years’ CIP balances/accrued interest or as a pay as you go basis through the establishment of annual contributions to reserve accounts to fund the replacement of capital infrastructure and equipment necessary. These investments provide the goods and services the public expects of a full service municipality.

FY 2014 Capital Improvement Requests

The FY 2014 Capital Improvement request of \$3,644,443 is spread across the following six functional areas:

Table III.

**FY 2014 Capital Improvement Program
By Functional Area**

Cultural and Recreational Facilities	\$205,000
Environmental Protection	\$325,000
General Government	\$259,000
Parks and Open Space	\$197,723
Public Safety	\$560,000
Public Works and Transportation	\$2,097,720
Total	\$3,644,443

The source of funding of the FY 2014 Municipal Capital Improvement Plan comes from the following sources:

Table IV.

**FY 2014 Capital Improvement Program
By Funding Sources**

General Obligation Bonds	\$0
Prior Years' CIP Balances/Accrued Interest	\$235,958
TIF Revenues	\$530,000
General Fund Reserves	\$326,000
Sewer User Fund Reserves/Surplus	\$25,000
Grants	\$1,309,978
Fund Balance	\$1,217,507
Total	\$3,644,443

Cultural and Recreational Facilities

The proposed seven-year Capital Improvement Plan includes an investment of \$465,000 for projects at the Main and Branch Libraries, the Municipal Pool and the Redbank Community Center. FY 2014 includes the following projects totaling \$205,000:

Table V.

FY 2014 Cultural and Recreational Facilities Capital Improvement Projects

Main Library - Exterior Painting	\$35,000
Main Library - Security Camera System	\$10,000
Recreation - Community Center - HVAC Controls	\$15,000
Recreation - Municipal Pool Decking/Access Updates	\$50,000
Recreation - Redbank Community Center - Playground	\$65,000
Recreation - Redbank Community Center - HVAC Replacement	\$30,000
Total Cultural and Recreational Facilities	\$205,000

Environmental Protection

One of the most important obligations of a City is its role in environmental stewardship to protect the health and safety of its residents, protect its natural environment and meet the obligations of state and federal environmental law. The City Council has committed significant resources recently to meet this obligation.

The proposed seven-year Capital Improvement Plan includes an investment of \$15,135,000 for Environmental Protection projects. FY 2014 includes the following Environmental Protection projects totaling \$325,000.

Table VI.

FY 2014 Environmental Protection Capital Improvement Projects

The source of funds for these projects is the Sewer User Reserve /Surplus Accounts and TIF Reserves.

Water Resource Protection - 7-Yard Dump Truck Body	\$25,000
Water Resource Protection - CSO Elm Street Phase I - I/I Removal	\$300,000
Total Environmental Protection	\$325,000

General Government

The next major functional area is General Government. This functional area includes municipal buildings, equipment and technology investment across all municipal departments. The proposed seven-year Capital Improvement Plan includes an investment of \$1,386,130 for General Government capital expenditures.

The first year of the CIP includes the following General Government projects totaling \$259,000:

Table VII.

FY 2014 General Government Capital Improvement Projects

City Hall - Siding, Insulation, Trim	\$90,000
Comprehensive Plan Implementation	\$10,000
Hutchins School Improvements	\$48,000
Information Systems - Computer Reserve	\$50,000
Land Bank Account	\$35,000
Planning and Development - Electrical Inspector's Vehicle	\$26,000
Total General Government	\$259,000

Parks and Open Space

Historically, taxpayers have made a substantial commitment providing parks and open space for future generations of this City. With the continued growth of residential and commercial development, it is important provisions be made to provide for the livability and quality of life for our residents in South Portland by providing access to nature through the development of urban parks and open space.

The proposed seven-year Capital Improvement Plan includes an investment of \$895,864 for Parks and Open Space projects. FY 2014 includes the following projects totaling \$197,723.

Table VIII.

FY 2014 Parks and Open Space Capital Improvement Projects

Parks - Cross Country Ski Groomer/Golf Cart	\$10,192
Parks - Greenbelt Walkway to Scarborough	\$10,000
Parks - ¾ Ton Replacement Truck	\$45,000
Parks - Wainwright Field - #2 Re-grading	\$20,000
Parks - Wainwright/Golf Course- Field/Parking Drainage Improvements, Blower Unit, Walk Behind Mower, Sprayer	\$52,531
Parks - Wilkinson Updates	\$60,000
Total Parks and Open Space	\$197,723

Public Safety

The proposed seven-year Capital Improvement Plan includes an investment of \$5,306,000 for public safety buildings and equipment. FY 2014 includes six Public Safety projects totaling \$560,000.

Table IX

**FY 2014 Public Safety
Capital Improvement Projects**

Fire Department - Ambulance and Power Stretcher	\$217,000
Fire Department - Fire Truck Reserve	\$175,000
Fire Department - Thermal Cameras (2)	\$22,000
Police Department - Firearms Replacement	\$30,000
Police Department - Regional Crime Lab	\$10,000
Police Department - Vehicle Camcorder Replacement	\$106,000
Total Public Safety	\$560,000

Public Works and Transportation

The last major functional area is Public Works and Transportation. This includes programs and activities of the Public Works and Public Transportation and the Bus Service/Waterfront Departments. The proposed seven-year Capital Improvement Plan includes an investment of \$8,054,720 for Public Works and Transportation projects.

The FY 2014 includes the following projects totaling \$2,097,720:

Table X

**FY 2014 Public Works and Transportation
Capital Improvement Projects**

Bus Service – Air Compressor	\$12,000
Bus Service - Transit Bus Reserve	\$50,000
Planning and Development - PACTS Collector Roads - Billy Vachon Drive, Cottage Road, Stanford Street, Market Street Improvements	\$389,783
Planning and Development - PACTS - Route 1 Streetscape Design	\$25,000
Public Works - Broadway Sidewalk – Main Street to Westbrook St	\$145,000
Public Works - Gorham Road Traffic Islands	\$300,000
Public Works - Route 1 Bike/Pedestrian Improvements	\$305,937
Public Works - Sidewalk Program	\$165,000
Public Works - Street Paving Program	\$500,000
Public Works - Truck with Plow and Wing (1)	\$175,000
Transportation - Portland Harbor Dredging	\$30,000
Total Public Works and Transportation	\$2,097,720

Sources of funding for these projects include \$22,235 from Prior Years' CIP Balances, \$230,000 from TIF Reserves, \$15,000 from General Fund Reserves, \$1,144,978 from state and federal grants and \$685,507 from Fund Balance.

Educational Facilities

Phase I of construction at SPSHS is anticipated to be completed in December 2013. It is anticipated moving into the following areas over the December 2013 break:

- Area A – Locker rooms, weight room, exercise rooms, 3rd floor chemistry classrooms,
- Area B partial – Admin, classrooms, science, art,
- Area D – Library, classrooms, science and,
- Area F – Cafeteria, kitchen, lecture hall.

Phase II of the project will begin December 26, 2013 with abatement of the North Annex and Library prior to demolition. It is anticipated installing temporary classrooms in July 2014 on the staff parking lot. Completion of Phase II is targeted for December 2014.

Other Capital Improvement Projects being considered throughout the district are as follows:

- **Memorial Middle School**

- Roofs 1, 2a, 3, 6a, and 6b as part of on-going roof repair - \$150,000
- Gym Ceiling repair - \$14,000
- Updated Ventilation System - \$20,000
- Heating Control Systems - \$10,000
- PA/Master Clock Repair - \$6,000

- **Mahoney Middle School**

- Protective Radiator covers - \$25,350
- Prevent water from flooding basement classrooms - \$8,000
- Heating Control Systems - \$6,000

- **Skillin Elementary School**

- Restore Roofs 2, 8, & 9 - \$95,000

Monitoring of legislation targeting the expansion of school construction funding throughout the State is continually monitored. Mahoney Middle School is currently listed 14th on the State Construction Funding list. Beginning in May 2013 the Secondary Schools Facilities Committee will reconvene to review planning documents and being planning toward renovation/construction of middle school facilities.

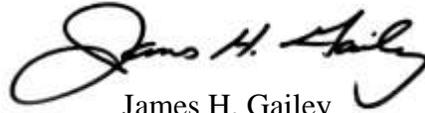
Conclusion

The City Council has approved and/or completed a number of important capital improvement projects to repair, replace or in some cases expand the quality of public facilities that serve our

residents, businesses and visitors. These investments will assure the health and safety of our residents and visitors to our City and to the quality of life in South Portland.

I look forward to presenting this plan for the future to the City Council and the public.

Sincerely,

A handwritten signature in black ink, appearing to read "James H. Gailey". The signature is fluid and cursive, with a large initial "J" and a long, sweeping tail.

James H. Gailey
City Manager

cc: South Portland School Board
Suzanne Godin, Superintendent of Schools
Department Heads
South Portland Legislative Delegation

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