

Bob Mollette

3rd Ward Councilman

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Correspondence#: 06-038

May 1, 2006

Jim Kalb, Mayor
728 Second Street
Portsmouth, Ohio 45662

Re: **Proposed 2006 Capital Improvement Program (CIP) Budget Review**

I have reviewed the proposed purchases and projects listed in the data submitted to Council for discussion of the 2006 CIP Budget at the April 24, 2006 Work Conference Session. I have attached a request for adequate information to justify the expenditures and a five (5) year plan to provide accountability to the public.

I am requesting the amount of available revenue for expenditures in the proposed 2006 CIP Budget. The revenue would include City Income Tax designated for Capital Improvements (30%) per the City Charter Sections 47-c & 47-d, Flood Defense Levy, and Enterprise Funds which are derived from fees and charges for water, sewer, and sanitation services.

Our local government must take this opportunity to create a paradigm shift to become accountable for maintaining our infrastructure and making prudent capital improvement investments. I am requesting a *Five-Year Capital Improvement Plan*. This plan would attempt to balance the City's resources among previous commitments, reconstruction and maintenance needs, and the demand for new construction. It would provide direction and encourage public involvement. In 2005, the Sanitation and Flood Defense Departments offered a five (5) year plan to justify a rate increase and levy renewal. These plans should be evaluated, updated, and included in a *Five-Year Capital Improvement Plan*.

As always, I welcome your thoughts on these and any matters discussed here. Contact me should you have any comments or questions.

Respectfully,



Bob Mollette, 3rd Ward Council

rwm

cc: w/attachments (Review of 2006 CIP Budget Data - Fund 301 & Various Listed Divisions)

Trent Williams, Auditor
David Kuhn, Solicitor
Council (5)
Jo Ann Aeh, Clerk (Record)

2006 CIP Budget Data - Fund 301
REVIEWED (May 1, 2006) #06-038
(Data Supplied at April 24, 2006 Council Meeting)

Mayor - (\$30,750.00)

1. What other options are available for the replacement of the Mayor's vehicle (1999 Ford Crown Victoria)? What is the current condition of this vehicle? If this vehicle was replaced could it be used by other departments requesting vehicle this year? I currently drive a 1999 vehicle and feel the potential cost savings of \$27,000 must be considered.
2. Provide adequate information to justify the expenses for the proposed computer system needs @ \$3,750. Is this coordinated with other electronic needs within the City?

City Clerk – (\$2,398.00)

3. Addition of \$1,500 for video recording equipment to rebroadcast City Council Meetings.

Police – (\$175,724.00) (2005 CIP Budget @ \$172,050.00)

4. I strongly believe our patrolmen need all available equipment to assist with their difficult job. I am requesting a five (5) plan with descriptions to identify routine equipment (i.e. Taser @ \$6,700 w/2005 CIP@\$15,000, Radios @ \$6,400, Laser @ \$2,000, Digital Cameras @ \$9,400, Lightbars @ \$10,000, Decaling @ \$4,000 and Range Equipment @ \$6,110) in need of replacement or upgrading for strategic planning purposes for accountability to the taxpayers. This process may also identify other items needed or in need of replacement.
5. The Vehicle data of \$82,150.00 was discussed briefly at the April 24, 2006 Conference Meeting; confirm and provide a five (5) year plan to identify and justify vehicles (2005 CIP Budget @ \$67,750).
6. I am requesting accountability for the funds managed by the Police Chief as a result of drug forfeitures and seizures. Identify the amount, purpose, and available revenue.
7. I am not familiar with the terminology "Air Cards" for Laptops, all joking aside what is the purpose?
8. What is the CAD/RMA/Mobile Contract? (2005 CIP Mobile Computers @ \$85,000.00)
9. Furniture (Adelphia) \$30,000.00 is indicated for a project which has not been approved by Council. Completion date has not been established if approved. Justify this cost in the 2006 CIP Budget.....monies could be used in the Recreation Fund.
10. Court Security needs?
11. As discussed last year a shared mobile "Radar" board may be considered to assist speed limit enforcement and street maintenance work. (Addition of estimated \$5,000.00)

Fire – (\$186,500.00) (2005 CIP Budget @ \$126,800)

12. I am requesting a five (5) year plan for maintaining our fire station structures. The 2006 CIP includes \$10,000 @ Sciotoville for Door Replacement, \$24,000 @ Sciotoville for Roof Replacement, \$9,500 @ Sciotoville for Kitchen/Office Refurbishment and \$15,000 @ Central for Carpet/Tile Flooring for a total of \$58,500 or 31.4%. I appreciate the fire department's efforts to maintain our structures. *The 2005 CIP Budget included \$35,000@ Sciotoville for Kitchen, Living quarters and \$15,000 @ Hilltop for carpet, concrete, gutters/roof, and lights. I remember at some point the 2005 CIP Budget appropriation was modified at Fire Department request to reprioritize their needs.....what caused the change?*

13. The Iris Camera Replacement (\$12,000) infers existing equipment. What is the status of the equipment and are there grants available for their purchase. It appears from previous discussions, Homeland Security has the budget to apply for grants to support our EMS and Fire Departments.....what actions or grants have been taken to date?
14. Explain the problem or need for the FM Simucasting Equipment (\$62,000) and other options considered to solve this problem. What are the pros and cons to the proposed system?
15. What is Turnout Safety Gear bunkers @ \$18,000 (2005 CIP Budget included \$6,000 Turnout Gear)?
16. The Platform Truck Refurbishment @ \$30,000 (match grant 50%). Inform on the status and availability of this grant?

Public Service - (\$221,150.00) (2005 CIP Budget @ \$315,360)

Administrative – (\$17,300.00)

17. I am requesting a five (5) year plan to maintain the existing structures associated with the Public Service Department.
18. Is the Solid Waste Transfer Station included in the Sanitation Department or Administrative? What is the status of upgrades and repair from the 2005 CIP appropriation of \$50,000?
19. Security (fence and surveillance) @ \$7,500 is requested. *The 2005 CIP Budget included \$15,000 for Fence Repair and Replacement.* Include security requirements (fence and surveillance) within the five (5) year plan.

Amenities – (\$10,000)

20. Shade Tree 2005 CIP Budget was \$5,000 and the 2006 CIP also includes a request for an additional \$5,000 for Beautification Projects. Describe Shade Tree and Beautification planned projects.

Sanitation – (\$59,500)

21. The 2006 CIP Budget includes the 4th of 5 lease payments of \$59,500 for the side-load garbage trucks. The Sanitation Rate Increase Ordinance passed by Council 3/14/05 and Rate Increase Information supplied by the Service Director on February 25, 2005 projected the Enterprise Fund would take-over part or all of tipper cart/side-load garbage truck lease payments of \$129,050 in 2006. The 2005 Rate Increase Information also projected \$40,000 for Transfer Station repairs which was later funded through the 2005 CIP Budget. Update status of the Sanitation Fund to justify expense not being included in the Enterprise Fund.

Garage – (\$7,300)

22. What capabilities does the City Garage have concerning tire repair and replacement? Does The City purchase tires wholesale from local dealers and replace tires as needed?

Street Maintenance Construction and Repair – (\$25,000)

23. I am requesting a plan to justify and determine priorities for proposed curb and sidewalk repairs or replacements @\$10,000 and alley pavement @ \$15,000. I would suggest our alleys receive a serious evaluation to determine a realistic plan to solve our decaying alleys.
24. As discussed last year a shared mobile “Radar” board may be considered to assist speed limit enforcement and street maintenance work. (Addition of estimated \$5,000.00)

Traffic Control/Special Projects – (\$60,000)

25. The 2005 CIP Budget included \$2,000 for Globes and the 2006 CIP budget includes \$2,000.
26. I am requesting a five (5) year plan for campground improvement projects or will these be included with the new rate increase passed by Council April 24, 2006?

27. The *2005 CIP Budget* included the 1st payment of 3 (\$23,400) for a Front End Loader. What is the status of this loader?
28. Describe the proposed Electrical Contract Work @ \$10,000 and Electrical Tools & Equipment @ \$2,000.
29. I am requesting a plan to justify and determine priorities for paint @ \$8,000, signs & poles @ \$8,000, and markings @ \$5,000.
30. I am requesting a five (5) year plan including all City Parks for Improvements Projects.
31. The *2005 CIP Budget* included \$8,000 for bird eradication in downtown area. Update.

Grounds Recreation – (\$42,050)

32. The Grounds Recreation section was not included in the *2005 CIP Budget*. Describe the purpose and justify the needs.

Engineering Department – (\$420,000) (2005 CIP Budget @ \$448,700)

33. The Street Maintenance Construction and Repair anticipates an expense of \$10,000 for curb/sidewalk repair. I am requesting a plan to justify and determine priorities for the 2006 CIP Budget of \$25,000 Curb/Sidewalk replacement.
34. The GIS Equipment for the 2005 CIP Budget was \$9,300 and is \$8,000 for 2006 CIP. Describe the program or equipment.
35. The 2005 CIP Budget Street Resurfacing Program was \$220,000 and has also requested \$220,000 for the 2006 CIP Budget. Based on the inspections, evaluations, and priorities will this amount be adequate? I understand resurfacing roads are a priority then alleys but alleys seem neglected and need attention. What are the recommendations to best utilize the limited resources we possess?
36. Provide adequate information to justify the expenses for the proposed vehicle replacement @ \$24,000. What options are available to provide vehicles as needed?
37. Provide a basis for the proposed computer needs of Central Computer System @ \$40,000 (*2005 CIP Budget @ \$53,000*) and system for \$6,800.
38. List the proposed Miscellaneous Projects @ \$65,000. List the Miscellaneous Projects completed as a result of the 2005 CIP Budget of \$65,000.
39. List the proposed Building Repairs @ \$30,000. List the Building Repairs completed as a result of the 2005 CIP Budget of \$30,000. I am requesting a five (5) year plan to maintain our City's structures.

Health Department – (\$26,000) (2005 CIP Budget @ \$13,500)

40. Provide adequate information to justify the expenses for the proposed vehicle replacement @ \$20,000. What options are available to provide vehicles as needed?
41. Provide adequate information to justify the expenses for the proposed computer needs of four (4) desktop computers @ \$6,000. Is this coordinated with other computer needs within the City's departments?

Auditor's Office – (\$41,000)

42. Provide adequate information to justify the expenses for the proposed computer system needs @ \$40,000. Is this coordinated with other computer needs within the City's departments?

Municipal Courts – (\$19,387)

43. Provide adequate information to justify the expenses for the proposed vehicle replacement @ \$19,387. What options are available to provide vehicles as needed? Drug seizures or forfeiture?
44. Court Security needs?

2006 CIP Budget Data – Various Listed Divisions
REVIEWED (May 1, 2006) #06-038
(Data Supplied at April 24, 2006 Council Meeting)

Enterprise FUND No. 631

Sanitation Division – (\$85,000)

1. Update five (5) year plan and estimated revenue and expenses as supplied February 2005. How much revenue is available? Justify the expense of Dumpsters @ \$15,000. Is this expense a part of the five (5) year plan to increase the Commercial Route?
2. When is the 4th of 5 lease payments due for the Tipper Cans? Justify not including the side-load garbage truck expense of \$59,500 in the CIP Budget instead of the Enterprise Fund.
3. Update Council on available information concerning the cost of implementing a recycling program as per the five (5) year plan.

FUND No. 231

Street Maintenance – (\$82,900) (2005 CIP @ \$19,690)

4. Provide the amount of revenue available for Street Maintenance. I am requesting a five (5) year plan to establish current and future needs for new or replacement equipment to assist Street Maintenance including the Street Sweeper @ \$42,000, Snow Plow @ \$4,000, and Front End Loader @ \$46,800. Is it possible the revenue from Street Maintenance may be used for paving roadways and alleys?
5. Provide adequate information to justify the Dura-Patcher equipment investment @ \$30,000 (50% from Water Works).

FUND No. 621

Flood Defense – (\$250,000) (2005 CIP @ \$100,000)

6. Update the amount of available revenue for Flood Defense Improvements. The Flood Defense Levy was recently passed to include operations with the intent by Council of not dropping below an emergency disastrous level of \$500,000. The five (5) year preliminary report/plan submitted to Council August 8, 2005 indicates proposed 2006 expenditures of \$224,000 which includes \$40,000 Building Repair @ PS#1 (17th Street), \$10,000 for safety rail for flood wall, \$100,000 for Pump Repair @ PS #5 (Lawson Run), \$5,000 for mower replacement, \$49,000 for replacing transformers (PCB Removal), \$10,000 for tree removal encroaching the levee, and \$10,000 for miscellaneous equipment.
7. Provide adequate information to justify equipment/vehicle investments of \$63,000.

Enterprise FUND No. 622

Wastewater Treatment – (\$190,000) (2005 CIP @ \$100,000)

8. Update the amount of available revenue for Wastewater Treatment Improvements. I am requesting a five (5) year plan to identify expected expenses associated with maintaining and improving our wastewater infrastructure.
9. Provide adequate information to justify the \$116,000 in equipment/vehicles investments.

Enterprise FUND No. 606

Waterworks – (\$287,667) (2005 CIP @ \$300,000)

10. Update the amount of available revenue for Waterworks Improvements. I am requesting a five (5) year plan to identify expected expenses associated with maintaining and improving our waterworks infrastructure.
11. Consider a progressive conversion in phases to radio-frequency water meters to assist monthly billing and control our assets.
12. Provide adequate information to justify the equipment/vehicles investments including the Dura-Patcher equipment investment @ \$27,000 (50% from Water Works).