

City of Rollingwood
Capital Improvements Plan
PART I - CODE OF ORDINANCES
Chapter 2 - ADMINISTRATION
ARTICLE V. - FINANCE
DIVISION 4. CAPITAL IMPROVEMENTS PLAN

Fiscal Year 2025-2026

Description

Per Section 2-338 of the City's Code of Ordinances, *the city council shall establish, adopt, and maintain a capital improvements plan that lists all capital improvements projects that are approved for the current fiscal year and for the five years following the current fiscal year.*

Definitions

Capital improvements project means a new or expanded physical facility, as opposed to equipment or services that prudent management defines as routine maintenance or repair or operating budget items financed out of current revenue resources. The term "capital improvements project" includes:

- new construction of physical facilities intended for long-term usefulness and permanence;
- renovation, remodeling, major repair, or major maintenance of an existing facility;
- a major landscape improvement;
- land or one-time major equipment purchase;
- utility, street, or public park modification that affects numerous residences, businesses, or citizens; or
- other improvement that enhances the usefulness, productivity, or life expectancy of a new or existing city facility.

Any question regarding the identity of a particular project as a capital improvements project shall be decided by majority vote of the city council.

Approved Capital Improvements Project List

The capital improvements plan shall include a list of all capital improvement projects that have been approved by majority vote of the council for construction, establishment, or accomplishment during the current fiscal year or in any one or more of the five fiscal years following the current year. Each such project shall be identified as either an approved project with an identified source of funding or an approved project without an identified source of funding.

Approved Capital Improvements Projects with Identified Funding Source

- Projects as approved by vote of the Council through the final adoption of the Fiscal Year 2025-2026 City Budget. To include:
 - Nixon/Pleasant Drainage Project \$1MM *2020 Tax Notes*
 - Hubbard/Hatley/Pickwick Drainage Project \$1MM *2020 Tax Notes*
 - Annual Street Maintenance in Conjunction
with Pavement Condition Assessment \$300K FY 25-26 Approved Budget
 - Water Capital Improvements Plan \$5.3MM *Approved November 2022 / \$3.9MM
General Obligation Bond 2023 /
\$1.4MM General Obligation Bond 2024*
 - City Hall and Public Safety Building \$2.6MM *Approved November 2022*

Approved Capital Improvements Projects without Identified Funding Source

- No projects identified at this time.

Unscheduled Project List

The capital improvements plan shall also include an unscheduled project list (UPL) that consists of proposed capital improvements projects that have not been approved for construction, establishment, or accomplishment by the city council.

Unscheduled Project List

- Drainage Infrastructure Improvements Plan \$17.9MM
- Doris Day Swanner Memorial Park Project *Private Donation + Add'l Funding Source*

Placement of Projects on the Unscheduled Project List (UPL)

A proposed capital improvement project may be placed on the UPL by the Mayor, any Council Member or a majority vote of a board or commission established by ordinance, including the Rollingwood Community Development Corporation.

A capital improvement project (including a project proposed by a board or commission) may be placed directly on the list of approved projects or moved from the UPL to the list of approved projects only by majority vote of the city council.

Identification and Funding of Capital Improvements Projects

Identification or funding for an approved project (including a project proposed by a board or commission) may be established or changed only by majority vote of the city council. The city council may revise the capital improvements plan, including adding or deleting projects from the UPL at any time by majority vote.

Budgeting of Projects

Only capital improvement projects approved by the city council for construction, establishment, or accomplishment in a particular fiscal year may be included in the budget or a budget amendment adopted by either the city or the city community development corporation for that fiscal year.

Projected Long Term Asset Replacement

In September 2023 the city council approved, for the first time, a 10 Year Expenditure Planning Document (as updated and included as Exhibit A). This document is designed to aid in the planning for annual budget needs for items that are not part of the base budget and are not an approved project. These items are requested by department heads to support the efficiency and effectiveness of city operations. This exhibit will be reviewed, updated and submitted to the city council for review and approval annually as part of the Capital Improvements Plan.

Annual Review or Revision of Capital Improvements Plan

The capital improvements plan shall be reviewed and may be revised or updated no less than once each fiscal year during the period when the operating budget for the subsequent fiscal year is being considered by the city council.