

What is a Capital Improvement Program?

The City of Columbia's Capital Improvement Program (CIP) is a multi-year plan for capital investments in the City's infrastructure, facilities, and equipment. It is designed to address the challenges of supporting future infrastructure needs, while also addressing the City's current facility requirements. It includes items such as roads, bridges, sidewalks, public utilities, drainage projects, recreational facilities, building, and equipment. A CIP is important because it connects city development, comprehensive plans and financial plans. Projects within the CIP are intended to reflect the community's values and goals, and also the overall policy goals of the City Council, including existing city-wide long range plans.

Columbia's City Charter provides policy for the Manager to follow in developing a CIP:

"The City Manager shall also secure an estimate of all capital projects pending and those which it is recommended should be undertaken (a) within the budget year, and (b) within the next five (5) succeeding years. In preparing the budget, the city manager shall review and may revise the estimates, as the manager may deem necessary."

Article 5. Section 35.

The City of Columbia's master plans are the basis for the CIP. Columbia has several master plans designed to reflect the long-term needs and goals of each department. These plans are formulated to establish long term development plans that reflect Council policies. These long term plans are periodically revised and updated to reflect the City's changing needs. The CIP is meant to contain projects that fulfill these long-term needs and goals.

City of Columbia Master Plans

- Community Development Department Master Plans
 - Sidewalks
 - Bicycles
 - Columbia Imagined: The Plan for How We Live and Grown
 - 2040 Long Range Transportation Plan
 - Metro Greenbelt/Trails
 - CATSO Major Roadway Plan and Transportation Improvement Plan
- Fire Master Plan
- Airport Master Plan
- Parks and Recreation Master Plan
- Transit: Long Range Plan, Para-Transit, CBD
- Sewer Master Plan
- Water and Light
 - Electrical distribution
 - Water distribution
 - Water system
- OLT (Railroad)
- Downtown Columbia Charrette Report (2010)

The CIP manual is intended as a communication device, giving the public an opportunity to view the City's proposed plans for capital investment as well as providing the necessary link for offering feedback to the City Council and the City staff.

How is the CIP manual organized?

The CIP offers detailed information on the cost and timing of planned projects to be undertaken by the City and is organized into two major sections described below:

General Government Capital Projects: These are projects such as sidewalks, streets, parks, public safety and general government facilities.

Enterprise Capital Projects: These are projects funded primarily through revenues generated by enterprise funds such as electric, water, railroad, sewer, storm water, transit, and airport.

Each section contains a summary page displaying information for every project by timeframe - current, 1-2 years, 3-5 years, 6-10 years and 10+ years. This summary page also shows estimated project cost, funding in place, additional funding needed, and anticipated design and construction dates. Following the summary page is a detail page for each project. This provides additional, more specific information, including a location map when appropriate.

How is the CIP developed?

The CIP begins as a planning document, which gives the City an opportunity to prioritize and coordinate existing and future capital project needs. It is prepared under the direction of the City Manager with the assistance of the Planning and Finance Departments. The City staff review of capital projects has proven to be almost a year-round process, with all city departments continually reexamining and prioritizing their capital needs. However, the capital financing process is most involved from January through May each year. During this period City staff is responsible for compiling project needs, reviewing cost estimates, identifying financing options and planning a program schedule. Meetings are scheduled with each department to review, add, modify and prioritize all project requests. The CIP is first reviewed by the Planning and Zoning Commission to focus on identifying projects and capital needs that were not represented, followed by City Council review to propose any changes in project priorities. Following approval from the Council, it then becomes a financial document so the City can determine capital projects that are within its current and future fiscal capacity. A summary of the CIP process is provided below.

| Schedule | Task |
|-------------|---|
| January | Projects are discussed within departments |
| February | Project priorities are discussed between departments and City administration |
| March | Final project requests are submitted by departments |
| March/April | Requests are compiled into a CIP document. Preliminary CIP is compiled and is reviewed by City Manager. CIP is also reviewed by the Planning & Zoning Commission. |
| May/June | Council reviews and approves the CIP and the CIP document is made in final draft form. CIP then becomes a basis for what to include in budget. |
| July | Public hearing is held on the CIP. A five year CIP, with funding needs, is presented to |

| | |
|-----------|--|
| | Council with budget document and the public is given the opportunity to comment. |
| August | Budget hearings are held. The public has additional opportunities to comment. |
| September | Budget hearing incorporating final revisions and adoption of yearly CIP with approved adjustments. Revised CIP document is prepared to reflect any changes made during the budget process. |

Deciding which CIP projects to move forward and determining project timing are both very important to serving the needs of the City of Columbia. During the initial stages of the annual CIP process, departments prioritize CIP project requests based on six different categories ranging from Urgent to Deferrable. Using common criteria for determining and prioritizing CIP projects is critical to formulating long-term and short-term plans that reflect the City's values and goals.

Various citizen committees may be formed and appointed by the Council to evaluate projects to be funded through proposed ballot issues. A recent example was the committee formed to assist with passage of the Transportation Sales Tax issue approved by voters in November 2005, which included a list of priority projects to be funded by this tax as part of the CIP.

How are projects in the CIP funded?

The City of Columbia Finance Department evaluates the City's ability to pay for proposed capital projects. This is accomplished by reviewing past revenue and expenditure trends, as well as forecasting future revenues and expenditures for the course of the CIP period. The purpose of this process is to determine the amount of revenue, reserves, and fund balances available from existing sources to pay for capital investments to meet community needs. Following is a list of funding sources for City of Columbia CIP.

Capital Improvement Sales Tax

The City of Columbia uses the Capital Improvement Sales Tax to meet capital needs for Public Safety and Transportation. This is a temporary one-quarter cent (0.250%) sales tax which was first approved in 1991 and must be approved by voters to be extended. In August, 2015 voters approved the extension of the sales tax which will expire on December 31, 2025.

Parks Sales Tax

Columbia voters approved a one-quarter cent (0.250%) Parks Sales Tax in April, 2000. Half of this tax, or one-eighth cent (0.125%), is a permanent tax to support operational costs as well as limited capital projects. The remaining one-eighth cent is temporary and must be presented to the voters to be extended. This temporary portion has been used for capital projects, including construction of new parks and trails. The current one-eighth temporary tax was extended by voters in November 2015, for six years, and will expire March 30, 2022.

Development Charges

When a building permit is issued for new construction, the City of Columbia assesses a fee, currently \$0.50 per square foot. Revenue from this fee is used for construction of collector and arterial streets.

County Revenue

This revenue originates with Boone County's one-half cent (0.500%) sales tax for road and bridge maintenance. Boone County has agreed to share a portion of the revenue with local municipalities. The City of Columbia utilizes this funding source to improve, maintain, construct and repair city streets and roads. This County tax was renewed by voters in 2008 for a 10-year period, and expires in 2018.

Transportation Sales Tax Fund

This fund accounts for the City's one-half cent (0.500%) sales tax used to fund transportation-related projects. Examples include the public mass transportation system, construction and maintenance of streets, roads, bridges and airports, to the extent of tax revenues.

Designated Loan Fund

This fund includes monies set aside to provide loans to various Enterprise and Internal Service Funds.

Public Improvement Fund

This fund accounts for a portion (4.1%) of the City's one cent (1.000%) sales tax for General Revenue and is allocated for a wide range of public improvements to the City, including streets, sidewalks and parks.

Bond Funds

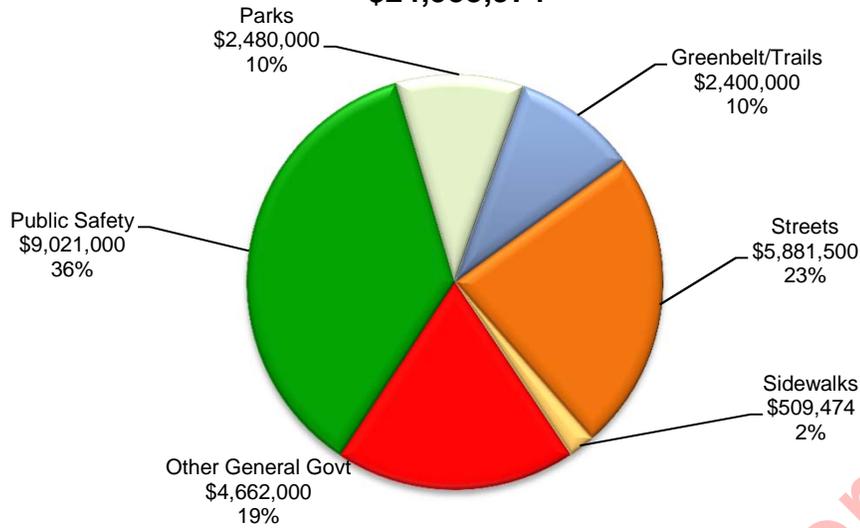
Utility funds (Water, Electric and Sewer) may obtain voter approval for bond issues to help finance their capital project needs.

Draft FY18 CIP Excerpts

28 Projects

General Government Projects

\$24,953,974

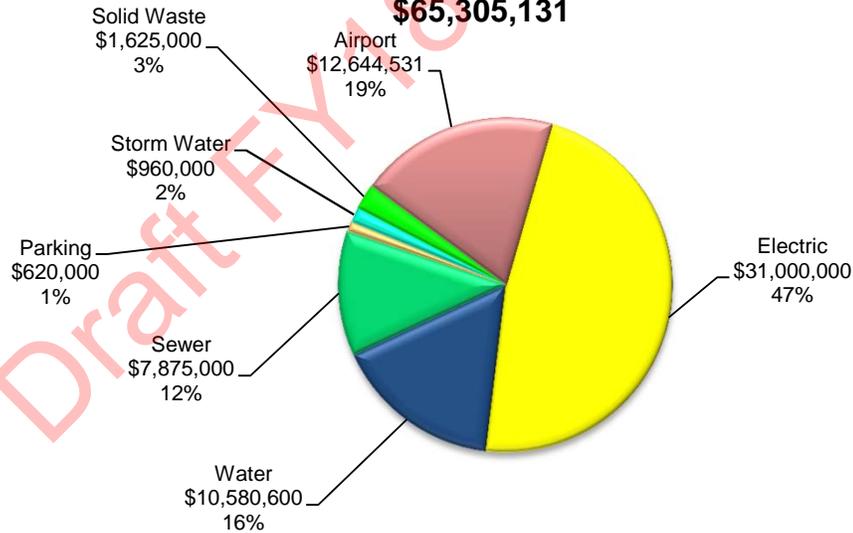


| | <u># of Projects</u> | <u>Current Funding Request</u> |
|--------------------|----------------------|--------------------------------|
| Streets | 6 | \$5,881,500 |
| Sidewalks | 4 | \$509,474 |
| Major Maintenance | 1 | \$0 |
| Other General Govt | 2 | \$4,662,000 |
| Public Safety | 2 | \$9,021,000 |
| Parks | 11 | \$2,480,000 |
| Greenbelt/Trails | 2 | \$2,400,000 |
| | <u>28</u> | <u>\$24,953,974</u> |

53 Projects

Enterprise Fund Projects

\$65,305,131

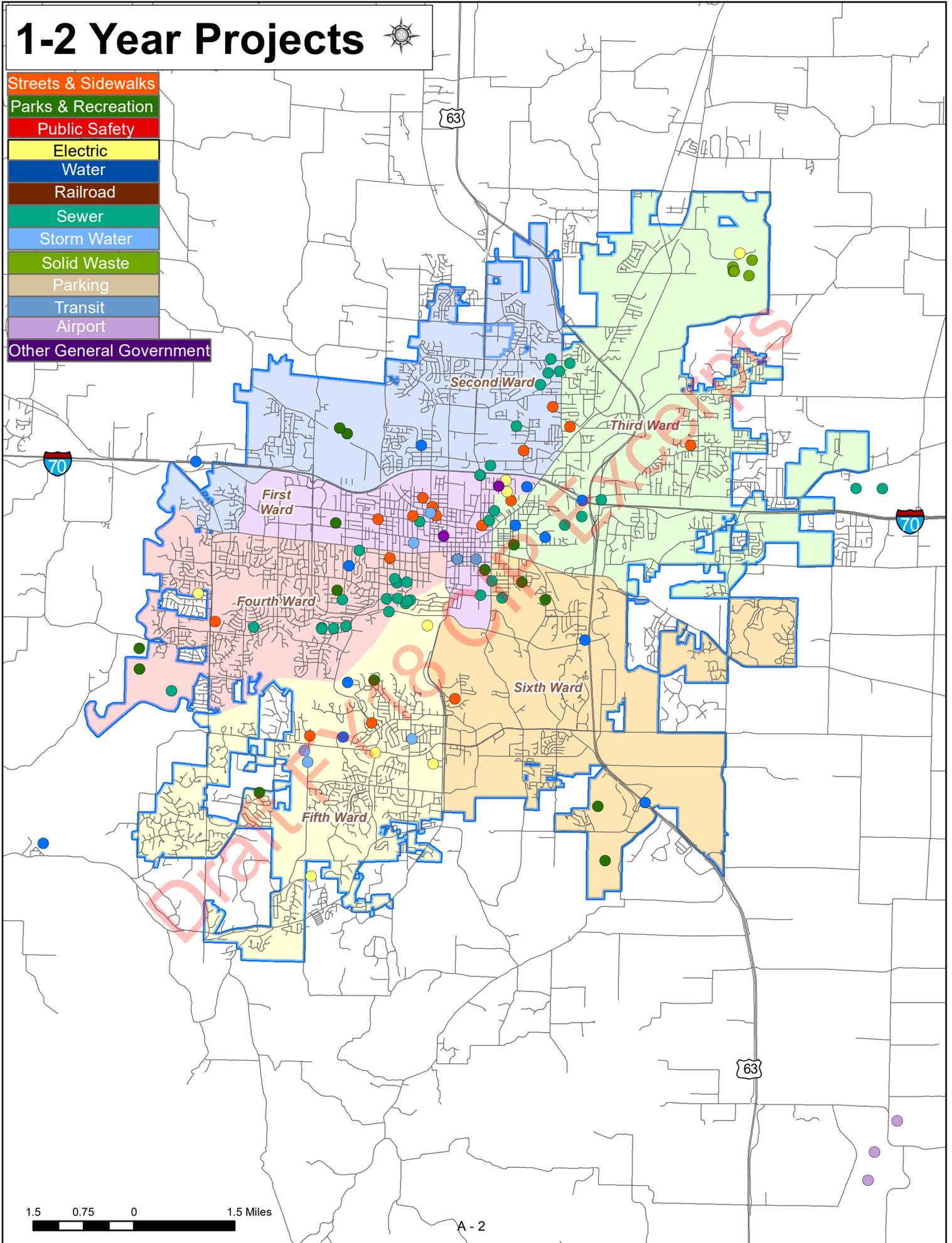


| | <u># of Projects</u> | <u>Current Funding Request</u> |
|-------------|----------------------|--------------------------------|
| Electric | 8 | \$31,000,000 |
| Water | 12 | \$10,580,600 |
| Transit | 1 | \$0 |
| Sewer | 16 | \$7,875,000 |
| Parking | 3 | \$620,000 |
| Storm Water | 4 | \$960,000 |
| Solid Waste | 5 | \$1,625,000 |
| Airport | 4 | \$12,644,531 |
| | <u>53</u> | <u>\$65,305,131</u> |

1-2 Year Projects



- Streets & Sidewalks
- Parks & Recreation
- Public Safety
- Electric
- Water
- Railroad
- Sewer
- Storm Water
- Solid Waste
- Parking
- Transit
- Airport
- Other General Government



1.5 0.75 0 1.5 Miles

FY 2018 Overall Summary: 1-2 Years Projects

| Project Name | Ward | Current Funding Request |
|---|-------------|-------------------------|
| Streets, Sidewalks and Major Maintenance - Streets Total Current Funding Request = \$5,881,500 | | |
| 1 Ballenger Ln - Ria to Mexico Gravel - 00642 [ID: 22] | 3 | \$2,250,000 |
| 2 Forum & Green Meadows Int Imprvmt - 00634 [ID: 187] | 5 | |
| 3 Sinclair-Old Mill Ck-Nifong - 00644 [ID: 190] | 5 | \$2,500,000 |
| 4 Stewart Road Traffic Calming 00687 [ID: 2022] | 4 | \$49,000 |
| 5 Vandiver & Parker Roundabout - 00645 [ID: 1360] | 2 | \$832,500 |
| 6 West Central Neighborhood Traffic Calming 00683 [ID: 2019] | 1 | \$250,000 |
| Streets, Sidewalks and Major Maintenance - Sidewalks Total Current Funding Request = \$509,474 | | |
| 1 Carter Lane Sidewalk 00548 [ID: 1734] | 6 | \$19,974 |
| 2 Chapel Hill Road Sidewalk at Scott Blvd 00684 [ID: 1848] | 4 | |
| 3 Lynn/Oak/Sexton Sidewalk 00685 [ID: 2021] | 1 | \$198,000 |
| 4 Oakland Gravel Sidewalk - Blue Rdg to Edris 00660 [ID: 101] | 2 & 3 | \$291,500 |
| Streets, Sidewalks and Major Maintenance - Major Maintenance Total Current Funding Request = \$0 | | |
| 1 MM: Paris Road Resurfacing 00682 [ID: 2011] | 3 | |
| Parks and Recreation - Parks Projects Total Current Funding Request = \$2,480,000 | | |
| 1 Antimi Sports Complex: Field Improvements - RS073 [ID: 1249] | 2 | \$450,000 |
| 2 Clary-Shy Community Park Improvements [ID: 1825] | 1 | \$400,000 |
| 3 Clyde Wilson Park Improvements [ID: 1955] | 6 | \$50,000 |
| 4 Cosmo Rec Area: Skate Park [ID: 2023] | 2 | \$35,000 |
| 5 Emergency Phone Replacement [ID: 2024] | City wide | \$20,000 |
| 6 Kiwanis Park Improvements [ID: 322] | 4 | \$125,000 |
| 7 Lions-Stephens Park Improvements 00668 [ID: 1264] | 3 | \$100,000 |
| 8 Magnolia Falls Neighborhood Park Development [ID: 1819] | 5 | \$125,000 |
| 9 Oakwood Hills Park Improvements [ID: 1675] | 5 | \$125,000 |
| 10 Philips Park Improvements [ID: 1957] | 6 | \$800,000 |
| 11 Southeast Regional Park Tennis Complex [ID: 1951] | 6 | \$250,000 |
| Parks and Recreation - Greenbelt/Trails Total Current Funding Request = \$2,400,000 | | |
| 1 Hinkson Cr Trail: Stadium to East Campus [ID: 1298] | 6 | \$1,200,000 |
| 2 Perche Creek Trail Ph I: MKT to Gillespie Bridge [ID: 427] | 4,5 | \$1,200,000 |
| Public Safety - Police Total Current Funding Request = \$8,021,000 | | |
| 1 Police Precinct/Municipal Svc Center N - 00641 [ID: 1336] | TBD | \$8,021,000 |
| Public Safety - Fire Total Current Funding Request = \$1,000,000 | | |
| 1 Replace 2004 Quint (14 years old) [ID: 1402] | | \$1,000,000 |
| Other General Government Total Current Funding Request = \$4,662,000 | | |
| 1 CID Gateway project - 00680 [ID: 2007] | 1 | \$662,000 |
| 2 Grissum Building Renovations 00659 [ID: 1821] | | \$4,000,000 |
| Electric Total Current Funding Request = \$31,000,000 | | |
| 1 Extend Hinkson Creek Substation Feeders - E0193 [ID: 1837] | 5 | \$10,000,000 |
| 2 Future Substation Transformer - E0184 [ID: 1601] | 4 | \$600,000 |
| 3 Landfill Gas Generator #4 - E0175 [ID: 1584] | 3 | \$1,600,000 |
| 4 Mill Creek Sub Transmism Connect to 2 Subs-E0148 [ID: 1050] | 5 & outside | \$8,000,000 |
| 5 More's Lake Restoration - E0204 [ID: 1982] | 1 | \$4,000,000 |
| 6 Power Plant Substation Upgrades - E0151 [ID: 1056] | 1 | |
| 7 Reconfiguration of Substation Feeders-E0201 [ID: 1894] | | \$4,300,000 |
| 8 UG Distribution Lines in Trans Corridor - E0198 [ID: 1845] | | \$2,500,000 |
| Water Total Current Funding Request = \$10,580,600 | | |
| 1 ASR #3 - Conversion of Existing Deep Well - W0140 [ID: 581] | Citywide | \$600,000 |

FY 2018 Overall Summary: 1-2 Years Projects

| Project Name | Ward | Current Funding Request |
|---|--------------|-------------------------|
| Water Total Current Funding Request = \$10,580,600 | | |
| 2 Bus Loop - Phase 6A - 3,200' Main Replace - W0200 [ID: 722] | 3 | \$520,000 |
| 3 Country Club Drive S/E Walnut Phase 2 - W0273 [ID: 1935] | | \$560,000 |
| 4 Crown Point - Loop to Spring Valley - W0267 [ID: 1929] | | \$420,000 |
| 5 Garth Main Replacement - 2,800 FT - W0247 [ID: 1498] | 2 | \$840,000 |
| 6 Highway Crossings - W0119 [ID: 604] | 2 & 3 | \$200,000 |
| 7 Loop Closure, Charles St - Business Loop - W0240 [ID: 1491] | 3 | \$480,000 |
| 8 Main Adjustment-Forum Blvd Improvements-W0253 [ID: 1504] | 4 & 5 | \$45,000 |
| 9 Main Adjustment-Nifong Blvd Improvements-W0256 [ID: 1507] | 5 | |
| 10 New Southeast Pump Station - W0280 [ID: 1989] | | \$3,500,000 |
| 11 Stadium Crossing @ Audubon - W0250 [ID: 1501] | 6 | \$115,600 |
| 12 West Ash Upgrades W0145 [ID: 644] | System-Wide | \$3,300,000 |
| Sewer Total Current Funding Request = \$7,875,000 | | |
| 1 College Avenue Sewer Replacement [ID: 2042] | 6 | \$450,000 |
| 2 Columbia Country Club [ID: 2050] | 3 | \$85,000 |
| 3 Court and Hickory Street Sewer Relocation - SW505 [ID: 1890] | 3 | \$450,000 |
| 4 Hwy 63 Connector south of I-70 [ID: 2041] | 3 | \$225,000 |
| 5 North Garth Sewer Replacement [ID: 2018] | 1 | |
| 6 North Grindstone Outfall Ext. Phase III SW214 [ID: 732] | Outside city | \$1,400,000 |
| 7 PCCE #18 - Spring Valley Road SW241 [ID: 1365] | 4 | |
| 8 PCCE #21 - Stanford - SW507 [ID: 1912] | 4 | \$80,000 |
| 9 PCCE #22 - Shannon Place - SW502 [ID: 1603] | 4 | \$100,000 |
| 10 PCCE #23 - Lakeshore Drive & Edgewood Ave - SW503 [ID: 1911] | 4 | \$275,000 |
| 11 PCCE #25 - Glenwood & Redbud - SW504 [ID: 1605] | 4 | \$560,000 |
| 12 PCCE #27 - Grace Ellen - SW254 [ID: 1606] | 2 | |
| 13 SD #172 Northland Drive - SW506 [ID: 1977] | 2 | |
| 14 Tupelo-larch Sewer Replacement [ID: 2043] | 1 | \$150,000 |
| 15 Upper Merideth Branch Stream Bank Stabiliz. SW245 [ID: 1531] | 4 | \$100,000 |
| 16 WWTP - Digester Complex Improvements - SW508 [ID: 1303] | 4 | \$4,000,000 |
| Storm Water Total Current Funding Request = \$960,000 | | |
| 1 Aldeah & Ash Storm Pipe Rehab - SS123 [ID: 1868] | 1 | |
| 2 Garth @ Oak Tower SS110 [ID: 819] | 1 | \$410,000 |
| 3 Mill Creek - 307 W Alhambra - SS136 [ID: 2008] | 5 | \$150,000 |
| 4 Sinclair Culvert at Mill Creek - SS131 [ID: 1914] | 5 | \$400,000 |
| Solid Waste Total Current Funding Request = \$1,625,000 | | |
| 1 Landfill Fuel Station Facility Improvements Phs2 [ID: 2034] | 3 | \$100,000 |
| 2 Landfill Operations Center Building Improvements [ID: 2036] | 3 | \$200,000 |
| 3 Material Recovery Facility Phase 1 - RF055 [ID: 884] | 3 | \$200,000 |
| 4 Vehicle Storage Shelters [ID: 2035] | 3 | \$625,000 |
| 5 Vehicle Wash Bay [ID: 2033] | 3 | \$500,000 |
| Parking Total Current Funding Request = \$620,000 | | |
| 1 Automated payment for 10th & Cherry Garage [ID: 1874] | 1 | \$200,000 |
| 2 Automated Payment for 6th & Cherry Garage - PK059 [ID: 1873] | 1 | \$180,000 |
| 3 Automated Payment for Plaza Garage - PK060 [ID: 1784] | 1 | \$240,000 |
| Transit Total Current Funding Request = \$0 | | |
| 1 Bus Priority-Traffic Signal System PT046 [ID: 1354] | Citywide | |
| Airport Total Current Funding Request = \$12,644,531 | | |
| 1 Route H AP123 [ID: 1923] | | \$3,111,232 |

FY 2018 Overall Summary: 1-2 Years Projects

| Project Name | Ward | Current Funding Request |
|---|---------|-------------------------|
| Airport Total Current Funding Request = \$12,644,531 | | |
| 2 Runway 2-20 Isolated Pavement Remediations [ID: 1720] | Airport | \$6,063,418 |
| 3 Snow Removal Broom Truck [ID: 1937] | | \$775,596 |
| 4 T/W B (2750x100) West of T/W A - AP118 [ID: 1922] | | \$2,694,285 |

Draft FY18 CIP Excerpts