

### INTEROFFICE MEMORANDUM

June 10, 2013

**MEMO TO:** J. Russell Allen  
City Manager

**FROM:** Ben Canada  
Capital Improvement Program Manager

**SUBJECT:** Budget Note 39 – Remaining Budget Balances in Capital Projects

This memorandum responds to Council's request for a list of residual funding, or remaining balances, in capital projects. The city's five-year capital improvement program (CIP) is organized into eight elements or functional areas. The attached table shows the remaining balance for completed projects in each element.

In general, staff considers a project complete when the scope is finished and there are no specific planned expenditures. Also, any applicable warranty period has passed.

When a project is complete, the remaining budget balance can be treated in one of the following ways:

- Transferred to other projects that need additional funding. The remaining balances act as a reserve to offset funding shortfalls or fund enhancements. All capital transfers are subject to the transfer policy Council established in Resolution 2002-239.
- Released, and the revenue is available to program for new projects in future CIP plans. During the 3<sup>rd</sup> and 4<sup>th</sup> quarter of each fiscal year, city staff reviews existing projects to identify those ready for closure.

Below are some notes on the budget data:

- Balances *do not include* amounts in the economic reserve. For economic reserve amounts, please refer to Budget Note 1.
- Due to character limits in the project description field, many project names use acronyms and abbreviations. Please let me know if you need clarification of any project names.
- Grant-funded projects that are not considered part of the city's CIP, such as Community Development Block Grant projects, are not included.

If you or Council has additional questions on the five-year CIP, or would like to see balances in all active projects, please let me know.

Fund	Fund Name	Department	Project	Project Name	Budget	Expense	Encumbrance	Available Budget	
<b>General Public Improvements</b>									
505	Capital Projects Fund	Budget & Management Services	88540190	Prop Acq - 226 E Martin-Mauer	374,349	374,174		175	
		Fire Adm	89610050	Backflow Preventers-Fire Dept	63,699	60,825	500	2,374	
			94380000	800 Mhz Radios-Fire Dept	64			64	
			98430000	Fire Storage Building	106,890	106,891	-	(0)	
		Municipal Complex Maint	88540020	Wade Ave Bldg Generator	2,806			2,549	258
			90810000	222 Hvac Back Up Data Processi	3,973	3,968	-		5
			90910000	222 Renovations	13,208	12,375	-		833
			93560000	Oep-Electrical Heating Units	2				2
			94330000	Ahu Upgrade 110 Bldg	1				1
		Police Administrative Services	84280000	Firing Range Classroom	204,000				204,000
			94400000	Parking Garage Security (Door)	32,347				32,347
		Public Works-Transportaion	74930000	FTA Nc-03-0061-00 Dt Trans Ctr	6,644			-	6,644
Administrative Svcs Adm	98680000	Energy Initiative Reinvestment	125,000	(34,266)			159,266		
506	Capital Projects Bond Fund	Municipal Complex Maint	98470000	Cooling Towers & Chiller, Oep	2			2	
		Public Works	79990020	Public Works Fund Reserve Proj	8,500			8,500	
<b>Public Utilities</b>									
320	Water Capital Projects Fund	Public Utilities Admin	94620000	Mitchell Mill Rd Widening	2,693		2,693	-	
			96010000	Greenbrier/Maxwell Pump Sta Im	122		122	-	
			96460000	Ne Operations Center	649				649
325	Sewer Capital Projects Fund	Public Utilities Admin	92990000	E Beaver Dam Rehap/Replace	1,469		-	1,469	
			94970000	House Crk Sewer Rehab	46,303			46,303	
			97660000	Buffalo Rd Sewer	31,900				31,900
			96460000	Ne Operations Center	164				164
			91250000	Bentley Woods Wm Replacement	30,659			12,645	18,014
			99900000	NRWWTP Cap off site mitigation	165,702	55,234		110,468	-
348	Water Revenue Bond Fund	Public Utilities Admin	97840000	Wendell Water Main Rehab	310,288			310,288	
			94040000	Wf Water Plant Upgrades	12,727			12,727	
			97300000	Amr Program	14,233				14,233
			97320000	Water Dist Study	11,031				11,031
			88270000	Water Plant Sludge Thickener E	2,429				2,429
			88960000	D E Benton Wtp	120,396	107,213		12,833	349
			90220000	Rolesville Water Booster Pump	19,840				19,840
			96460000	Ne Operations Center	27,316				27,316
			96550000	Emer Raw Water Intake Fac	74,204			-	74,204
		Public Works	92800000	Hillsborough St Roundabout I	470,442				470,442

Fund	Fund Name	Department	Project	Project Name	Budget	Expense	Encumbrance	Available Budget	
349	Sewer Revenue Bond	Public Utilities Admin	89250000	Fayetteville Rd/Penmarc Ext	251,004			251,004	
			94260000	Smith Crk Wwtp Process Improve	27,383	24,565	2,818	-	
			97370000	I/I Study	10,265			10,265	
			97840000	Wendell Water Main Rehab	11,371			11,371	
			90020000	Garner Pump Station Removal	325,000			325,000	
			90270000	Neuse River East Parallel Inte	62,578			62,578	
			90280000	Cemetery Branch Sewer Main Rep	84,755			84,755	-
			91670000	Garner Nc 50 Ps/Fm Rehabilitio	2,320			2,320	-
			92460000	Nrwwtp Adv Process Improvement	2,265			2,265	-
			92990000	E Beaver Dam Rehap/Replace	106,961			53,619	53,342
			93000000	Nrwwtp Filter & Blower Impv	202,568			11,561	191,007
			93020000	Nrwwtp Electrical Improvements	168,365	10,000		158,365	-
			94150000	Nrwwtp Land Mgmt Fac Impv	14,124	310		9,690	4,124
			94270000	Swift Crk Water Quality Sewer	236,464			-	236,464
			94970000	House Crk Sewer Rehab	85,660				85,660
			95920000	Downtown Sewer Capacity Study	894				894
			96010000	Greenbrier/Maxwell Pump Sta Im	35,064	4,440		30,624	-
			97460000	Reuse Line Constr	423,454				423,454
			97660000	Buffalo Rd Sewer	37,237				37,237
			97970000	Randleigh Ctr Sewer Extension	146,562				146,562
			98110000	Neuse Wwtp Instrumentation Imp	3,793			-	3,793
			98970000	Nrwwtp Stand Alone Centrifuge	123,489				123,489
		99740000	Nrwwtp Solar Energy Evaluation	318			318	-	
99830000	Neuse River E Parallel Interfc	702,171	397,437		298,863	5,871			
99990010	NRWWTP CAP On-Site Mitigation	434,024			75,000	359,024			
		Public Works	92800000	Hillsborough St Roundabout I	74,195			74,195	
<b>Stormwater</b>									
470	Stormwater Utility Capital	Information Technology Admin	98150000	Inventory Software Upgrade	35,000			35,000	
		Public Works-Transportaion	99880000	Deboy Street Drainage	5,000			5,000	
		Administrative Svcs Adm	99730000	Green Infrastructure Projects	13,626			13,626	
		Stormwater Management	99880000	Deboy Street Drainage	3,606	1,763	-	1,843	
			80860340	StormWtr-Debris Removal	347,859	13,533	70	334,256	
			80860350	Pullen Rd Green St	149,950	57,324	156	92,470	
			96580000	6705 Vanhaven/7004Brecken/Harr	189			189	

Fund	Fund Name	Department	Project	Project Name	Budget	Expense	Encumbrance	Available Budget
<b>Transportation</b>								
446	Parking Facilities Fund	Public Works	80000001	Pay Stations-On Street Parking	68,768	51,368	15,637	1,763
525	Street Improvement Fund	City Manager	80750000	Design Services	29,601			29,601
		Public Works	80380000	Blount St Rr Signals	15,000			15,000
			82170000	North-South Rd North	60,000		60,000	-
			87670000	Lake Wheeler Rd Widening	32,825	32,825		-
		Stormwater Management	88170000	Harrington St	9,000		9,000	-
83890000	General Stormwater	21,174				21,174		
531	Street Bond Fund	Non-Departmental	85510380	1117 N New Hope Rd	210,863	210,863		-
			89250000	Fayetteville Rd/Penmarc Ext	197,408	7,754	6,444	183,210
			92800000	Hillsborough St Roundabout I	13,022	11,129	1,892	-
			94620000	Mitchell Mill Rd Widening	435,018		253,521	181,496
<b>Parks and Recreation</b>								
625	Park Improvement Fund	Municipal Complex Maint	93860500	P&R Fayetteville St Renovation	6,592	4,592	2,000	-
		Parks & Rec - Admin	91380000	Building Improvements	309,998	305,000		4,998
			93860500	P&R Fayetteville St Renovation	218,284	4,732	122,997	90,555
			81950000	Millbrook Park-Cip	1,227	1,227		-
			93750000	Lake Wheeler Boat Ramp	25,000	5,567	14,630	4,803
636	Park Bond Fund	Municipal Complex Maint	91380000	Building Improvements	1,366	1,366		0
			83390010	Boundless Playgrd Grant-Method	148		148	-
<b>Convention Center and Performance Facilities</b>								
646	PAC Projects Fund	RCC/Pac Admin	88550070	Vendor Sheds	70,000	69,440		560
			88550200	Red Hat Amph-Gen Facility Impv	16,836	16,040		796
<b>Technology</b>								
501	Technology Capital Projects	Information Technology Admin	92140050	E-procurement Project	274,247	132,319	150,317	(8,389)
502	ERP Project Fund	Accounting & Fin Reporting	92080010	Peoplesoft Tools Upgrade	234			234
			92080020	Financial Gateway for Treasury	30,675		30,675	-
<b>Total</b>					<b>8,458,849</b>	<b>2,050,008</b>	<b>1,539,495</b>	<b>4,869,346</b>