City of Bristol
Capital Improvement & Strategic Planning Committee

INFORMATION TO ACCESS MEETING
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Meeting ID: 883 6020 9480
Passcode: 12345

A special meeting will be held on Wednesday, March 13, 2024, at 4:00 PM. in City Hall Council Chambers 111 North Main Street, Bristol, CT 06010.

AGENDA

1. Call to Order
2. Public Participation
3. Approval Minutes and to take any action as necessary.
   a. Special Meeting - February 20, 2024
4. To review Debt Projections with the Comptroller and to take any action as necessary.
   a. Debt Projections
5. To review the Capital Budget for 2024-2025 and to take any action as necessary.
   a. 24-25 Capital Budget
6. Adjournment

PER ORDER OF THE CHAIRPERSON
Jeffrey Caggiano
Mayor

A Special Meeting of the **Capital Improvement and Strategic Planning Committee** was held on Monday, February 20, 2024 at 4:00 p.m. in Council Chambers, City Hall, 111 North Main Street, Bristol, Connecticut.

Members Present: Mayor Caggiano, John Smith, Glenn Heiser, Tom Hislop, Sebastian Panioto, Marie O'Brien, Susan Tyler *(left at 5:00 p.m.)*, Cheryl Thibeault and Diane Waldron.

Also Present: Robin Manuele, Jessica Pilgrim, Lang Mussen, Mark Morello, Chief Hart, Ray Rogozinski, Peter Fusco, and Tara Landon.

1. Call to order

Mayor Caggiano called the meeting to order at 4:00 p.m.

2. Public Participation

3. Approval of Minutes and to take any action as necessary.
    a. Special Meeting – January 29, 2024
    b. Special Meeting – February 5, 2024

Commissioner O'Brien made a motion seconded by Commissioner Thibeault "To approve the minutes from January 29 and February 5, 2024 and place on file." Motion approved.

4. To review the Capital Budget for 2024-2025 and to take any action as necessary
    a. Review Scorecard Rankings

Commissioner O'Brien questioned if there are any projects that can be funded by LoCIP. Diane stated LOCIP has certain requirements, and the recommendation will be to fund the Back Up Infrastructure Refresh and Fire State 2 Renovations with LOCIP funds. There are also a few Capital Outlay items that can be funded through LOCIP as well that staff will recommend. In this case these items will need to be included and approved as part of the Capital Improvement Program as that is a requirement for LOCIP funding.

Discussion was held by Commissioners, expressing their priorities among the projects. Safety and Security is a priority of the Committee. Mayor Caggiano stated $10 million in funding has already been approved for Page Park and stated that project funding could be postponed and the project phased in. He did question if all funds have been spent that were allocated so far. The project is currently getting ready to bid.

Commissioner Thibeault stated infrastructure, safety and security are priorities for her, while keeping an eye on the City's debt service. One particular concern for the Fire Station renovation is the bunking situation for female firefighters. While the whole project may not be able to be done, perhaps an allocation can be carved out for this specific need.

Discussion was held on Public Buildings. For the time being Probate is staying where they are, the Senior Center is expanding rapidly, and next year a similar project may be put presented for additional space. At this time the Police Department expansion project has been pushed out until further information is available.

Commissioner Heiser stated his top ranking projects were O'Sullivan Storm Drainage, Lake Avenue Culvert, BBHD Renovations at the Senior Center, IAQ Commissions, Backup Infrastructure Refresh, ISSI Connection, and BOE Security Upgrades.

Discussion was held on the Federal Hill Green project as it is used by many groups and organizations, and there may be other avenues to fund this project such as grants at Main Street Community Foundation or as Eagle Scout projects.

b. 24-25 Capital Budget

Diane Waldron reviewed the Debt Service briefly, there is approximately $120 million outstanding debt currently. Current plan would be to issue BANS twice, before issuing Bonds in November 2026. This would impact the 2027-2028 budget.

Diane stated the following projects are eligible to be funded under LoCIP Fire Station 2, Federal Hill, IT Backup Infrastructure (full cost of $300,000) for a total of 0$906,000 as well as General Fund Capital Outlay requests of Parks Maintenance Building for $90,000 and Park Safety Improvements for $45,000.

Mayor Caggiano asked Commissioners to continue to ask questions. As this point the green projects are the IAQ Commissioning, Fire Station 2, Backup Infrastructure Refresh, Renovation of Senior Center Facility, Lake Avenue Culvert, Security Upgrades, Burlington Ave Sidewalks, and O'Sullivan Storm Drainage. The ISSI and Senior Center are yellow/green on the bottom.

Discussion was held on the ISSI Connection and the benefits to the City for all Departments that use a radio.

5. Adjournment

Commissioner Panioto made a motion seconded by Commissioner Smith "to adjourn" at 5:10 p.m. Motion approved.

Jodi A. McGrane
Recording Secretary

Comptroller's Office | Phone: 860.584.6130

Memorandum

To:	Mayor Jeffrey Caggiano
	Capital Improvement and Strategic Planning Committee
From:	Diane M. Waldron, Comptroller DMW
Re:	Debt/Capital Projections
Date:	March 7, 2024

Attached are revised debt projections for review by the Capital Improvement Planning and Strategic Planning Committee. The current debt service projections have been revised slightly from the previous versions to provide a better comparison of the different options. The following projections are provided:

- Current – represents current issued debt as well as authorized unissued debt for projects currently in progress.
- Current with version 1 – this projection adds a layer to the current projections for the "green" projects proposed for bonding in the FY25:
  - BOE Security Upgrades - $950,000
  - Lake Ave Culvert - $950,000
  - IAQ Commissioning- $1,200,000

- Current with Version 2 – incudes Current, Version 1 "green projects" and the "yellow projects" identified for possible funding:
  - ISSI Connection to State of CT Radio Network $1,032,750
  - Renovations to the Senior Center $2,638,910

In each of these projections short term financing (BANs) is proposed through FY27/28 with a phasing in of bonds in FY27/28 and FY28/29. A conservative 3.75% interest rate was assumed for BANs and Bonds. Bonds were assumed to be issued over 20 years.

The graphs may be easier to follow and indicate there is not a significant change in debt service levels or debt service as a percent of budget between the 3 different options.

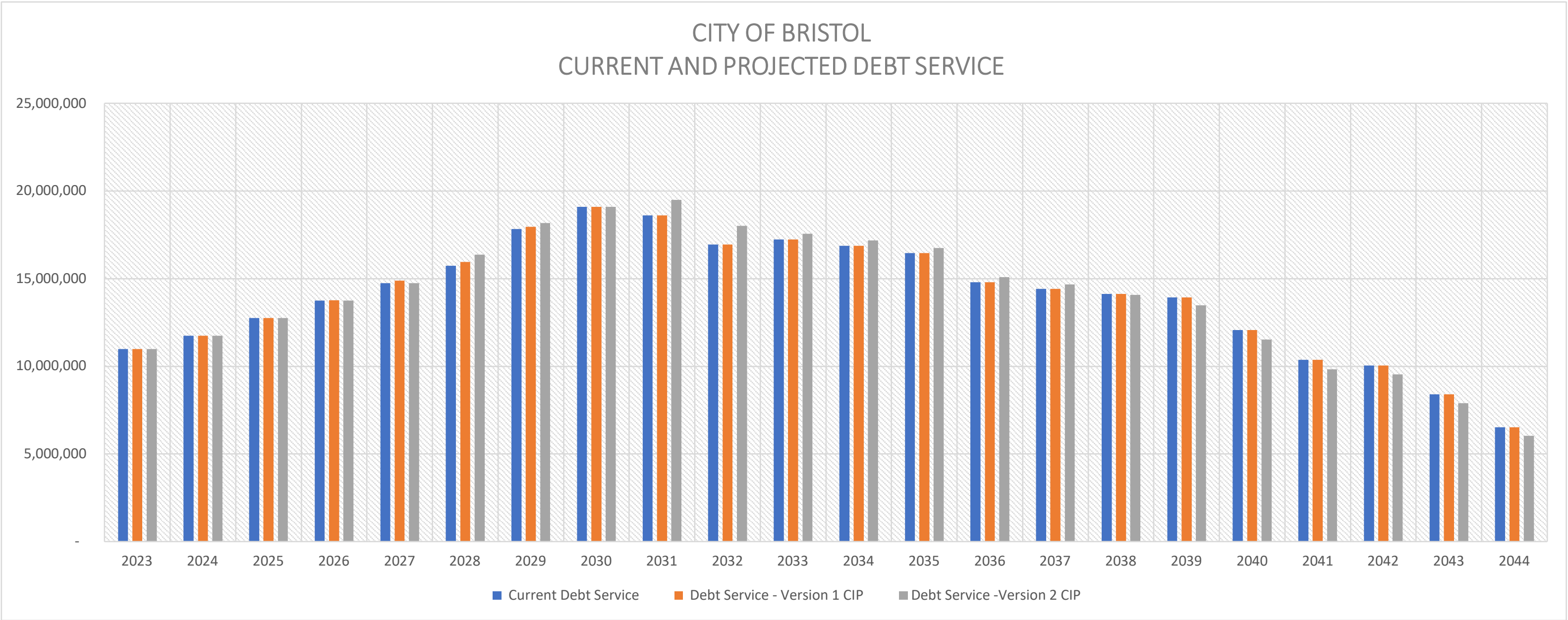
Please keep in mind these are projections and there are a number of variables that impact the timing, cost and budget impact.

Can review further at the meeting.

City of Bristol
111 North Main Street
Bristol, CT 06010
www.bristolct.gov

SUMMARY OF CURRENT DEBT SERVICE, PROJECTED VERSION 1 CIP PROJECTS, PROJECTED VERSION 2 CIP PROJECTS

	CURRENT					CURRENT WITH VERSION 1					CURRENT WITH VERSION 2				
Fiscal Year	**Current Debt Service**	**Annual Change**	**Mill Rate Change**	**Mill Change %**	**DS/% of Budget-original**	**Debt Service - Version 1 CIP**	**Annual Change**	**Mill Rate Change**	**Mill Change %**	**DS/% of Budget - Version 1**	**Debt Service - Version 2 CIP**	**Annual Change**	**Mill Rate Change**	**Mill Change %**	**DS/% of Budget - Version 2**
2023	10,995,176	-	0.00	0.25%	5.11%	10,995,176	-	-	0.00	5.11%	10,995,176	-	0.00	0.25%	5.11%
2024	11,749,999	754,823	0.14	0.46%	5.27%	11,749,999	754,823	0.14	0.00	5.27%	11,749,999	754,823	0.14	0.46%	5.27%
2025	12,750,000	1,000,001	0.19	0.61%	5.58%	12,750,000	1,000,001	0.19	0.01	5.58%	12,750,000	1,000,001	0.19	0.61%	5.58%
2026	13,750,000	1,000,000	0.19	0.61%	5.87%	13,776,250	1,026,250	0.19	0.01	5.88%	13,750,000	1,000,000	0.19	0.61%	5.87%
2027	14,749,999	1,000,000	0.19	0.61%	6.14%	14,899,999	1,123,750	0.21	0.01	6.20%	14,749,999	1,000,000	0.19	0.61%	6.14%
2028	15,749,999	1,000,000	0.19	0.61%	6.40%	15,956,249	1,056,250	0.20	0.01	6.48%	16,381,249	1,631,250	0.30	1.00%	6.66%
2029	17,843,749	2,093,750	0.39	1.28%	7.05%	17,956,249	2,000,000	0.37	0.01	7.09%	18,172,779	1,791,530	0.33	1.10%	7.20%
2030	19,102,892	1,259,143	0.23	0.77%	7.38%	19,102,892	1,146,643	0.21	0.01	7.39%	19,102,892	930,113	0.17	0.57%	7.39%
2031	18,608,751	(494,141)	-0.09	-0.30%	7.02%	18,608,751	(494,141)	(0.09)	(0.00)	7.02%	19,508,751	405,859	0.08	0.25%	7.36%
2032	16,946,454	(1,662,297)	-0.31	-1.02%	6.23%	16,946,454	(1,662,297)	(0.31)	(0.01)	6.24%	18,012,704	(1,496,047)	-0.28	-0.92%	6.63%
2033	17,237,229	290,775	0.05	0.18%	6.19%	17,237,229	290,775	0.05	0.00	6.19%	17,562,229	(450,475)	-0.08	-0.28%	6.31%
2034	16,879,848	(357,381)	-0.07	-0.22%	5.91%	16,879,848	(357,381)	(0.07)	(0.00)	5.91%	17,189,848	(372,381)	-0.07	-0.23%	6.02%
2035	16,463,188	(416,660)	-0.08	-0.26%	5.62%	16,463,188	(416,660)	(0.08)	(0.00)	5.63%	16,758,188	(431,660)	-0.08	-0.26%	5.73%
2036	14,803,510	(1,659,678)	-0.31	-1.02%	4.93%	14,803,510	(1,659,678)	(0.31)	(0.01)	4.94%	15,083,510	(1,674,678)	-0.31	-1.03%	5.03%
2037	14,417,883	(385,627)	-0.07	-0.24%	4.69%	14,417,883	(385,627)	(0.07)	(0.00)	4.69%	14,682,883	(400,627)	-0.07	-0.25%	4.78%
2038	14,130,619	(287,264)	-0.05	-0.18%	4.48%	14,130,619	(287,264)	(0.05)	(0.00)	4.48%	14,080,619	(602,264)	-0.11	-0.37%	4.47%
2039	13,936,603	(194,016)	-0.04	-0.12%	4.31%	13,936,603	(194,016)	(0.04)	(0.00)	4.32%	13,482,853	(597,766)	-0.11	-0.37%	4.18%
2040	12,074,482	(1,862,121)	-0.35	-1.14%	3.65%	12,074,482	(1,862,121)	(0.35)	(0.01)	3.65%	11,531,982	(1,950,871)	-0.36	-1.20%	3.48%
2041	10,365,313	(1,709,169)	-0.32	-1.05%	3.05%	10,365,313	(1,709,169)	(0.32)	(0.01)	3.05%	9,837,813	(1,694,169)	-0.32	-1.04%	2.90%
2042	10,055,118	(310,195)	-0.06	-0.19%	2.89%	10,055,118	(310,195)	(0.06)	(0.00)	2.89%	9,542,618	(295,195)	-0.05	-0.18%	2.74%
2043	8,399,250	(1,655,868)	-0.31	-1.02%	2.36%	8,399,250	(1,655,868)	(0.31)	(0.01)	2.36%	7,901,750	(1,640,868)	-0.31	-1.01%	2.22%
2044	6,513,750	(1,885,500)	-0.35	-1.16%	1.78%	6,513,750	(1,885,500)	(0.35)	(0.01)	1.78%	6,031,250	(1,870,500)	-0.35	-1.15%	1.65%
2045	6,311,250	(202,500)	-0.04	-0.12%	1.68%	6,311,250	(202,500)	(0.04)	(0.00)	1.69%	5,843,750	(187,500)	-0.03	-0.12%	1.56%
2046	6,108,750	(202,500)	-0.04	-0.12%	1.59%	6,108,750	(202,500)	(0.04)	(0.00)	1.59%	5,656,250	(187,500)	-0.03	-0.12%	1.47%
2047	5,906,250	(202,500)	-0.04	-0.12%	1.50%	5,906,250	(202,500)	(0.04)	(0.00)	1.50%	5,468,750	(187,500)	-0.03	-0.12%	1.39%
2048	5,703,750	(202,500)	-0.04	-0.12%	1.41%	5,703,750	(202,500)	(0.04)	(0.00)	1.41%	5,281,250	(187,500)	-0.03	-0.12%	1.31%
2049	2,801,250	(2,902,500)	-0.54	-1.78%	0.68%	2,801,250	(2,902,500)	(0.54)	(0.02)	0.68%	2,593,750	(2,687,500)	-0.50	-1.65%	0.63%
											-				
	334,355,061					334,850,061					333,702,841				


CITY OF BRISTOL
CURRENT AND PROJECTED DEBT SERVICE
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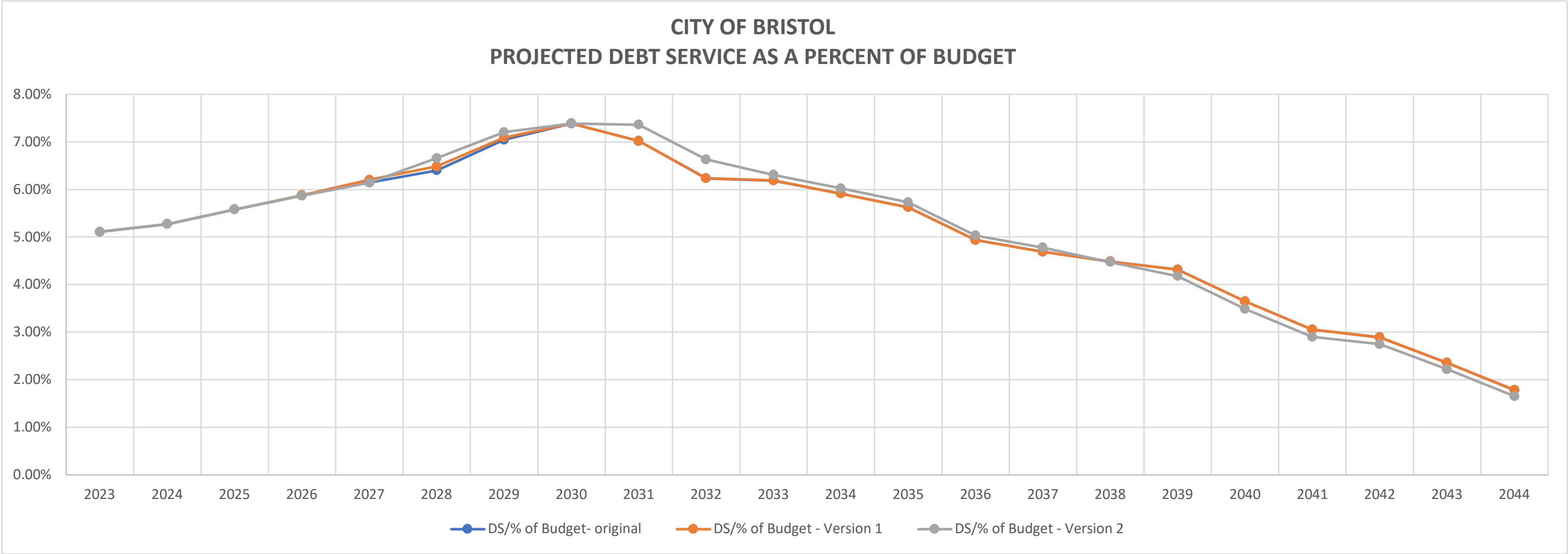
Current Debt Service
Debt Service - Version 1 CIP
Debt Service -Version 2 CIP


CITY OF BRISTOL
PROJECTED DEBT SERVICE AS A PERCENT OF BUDGET
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3.00%
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DS/% of Budget- original
DS/% of Budget - Version 1
DS/% of Budget - Version 2

2024-2025 CAPITAL BUDGET
CAPITAL IMPROVEMENT & STRATEGIC PLANNING COMMITTEE

					2025						FUTURE YEARS	
Department	Request Title	Project Number	Project Total	Total To Date	Bonding	Cash	Grants	LOCIP	RIF	Total 2025	Total 2026	Total 2027
Education	IAQ Commissioning		$1,200,000		$1,200,000					$1,200,000		
	Chippens Hill Middle School HVAC Upgrades		$16,500,000								$16,500,000	
	Bristol Eastern High School - Target Alterations (IAQ)		$3,600,000								$3,600,000	
	Bristol Central High School - Targeted Alterations		$3,200,000								$3,200,000	
	Bristol Central High School - Roof and Mechanicals		$30,000,000								$3,000,000	$27,000,000
	Security Upgrades District Wide	24C01	$2,000,000	$1,050,000	$950,000					$950,000		
Total Education			**$56,500,000**	**$1,050,000**	**$2,150,000**	**$0**	**$0**	**$0**	**$0**	**$2,150,000**	**$26,300,000**	**$27,000,000**
Fire Department	Fire Station 2 Renovations		$406,000					$406,000		$406,000		
	Fire Headquarters Renovations		$3,985,000								$3,985,000	
Total Fire Department			**$4,391,000**	**$0**	**$0**	**$0**	**$0**	**$406,000**	**$0**	**$406,000**	**$3,985,000**	**$0**
Information Systems	Backup Infrastructure Refresh		$300,000					$300,000		$300,000		
Total Information Systems			**$300,000**	**$0**	**$0**	**$0**	**$0**	**$300,000**	**$0**	**$300,000**	**$0**	**$0**
Parks & Recreation	Federal Hill Green Upgrades		$150,000					$150,000		$150,000		
	Park Safety Improvements		$45,000					$45,000		$45,000		
	Park Maintenance Building		$90,000					$90,000		$90,000		
	Hoppers-Birge & Robert Property Park Trail Improvements		$2,325,000								$100,000	$2,225,000
	Page Park Revitalization	22C03	$21,050,000	$10,050,000							$5,500,000	$5,500,000
Total Parks & Recreation			**$23,660,000**	**$10,050,000**	**$0**	**$0**	**$0**	**$285,000**	**$0**	**$285,000**	**$5,600,000**	**$7,725,000**
Police Department	I.S.S.I. Connection to State of CT CLMRN Radio Network		$1,032,750		$1,032,750					$1,032,750		
Total Police Department			**$1,032,750**	**$0**	**$1,032,750**	**$0**	**$0**	**$0**	**$0**	**$1,032,750**	**$0**	**$0**
Public Works	Renovation of Senior Center Facility - BBHD Office Space		$2,638,910		$2,638,910					$2,638,910		
	Lake Ave Culvert at Mix Brook	24C05	$1,900,000	$125,000	$825,000		$950,000			$1,775,000		
	Burlington Ave (CT Route 69) Sidewalk - Replacement of Deteriorated Asphalt Sidewalks		$1,460,000			$160,000				$160,000		$1,300,000
	Osullivan Storm Drainage		$748,000	$28,000					$720,000	$720,000		
	Truck Wash - Public Works Garage		$1,600,000								$1,600,000	
	Public Works Garage Storage Building		$5,200,000								$5,200,000	
Total Public Works			**$13,546,910**	**$153,000**	**$3,463,910**	**$160,000**	**$950,000**	**$0**	**$720,000**	**$5,293,910**	**$6,800,000**	**$1,300,000**
Total Funding Sources			**$99,430,660**	**$11,253,000**	**$6,646,660**	**$160,000**	**$950,000**	**$991,000**	**$720,000**	**$9,467,660**	**$42,685,000**	**$36,025,000**