

TOWN OF BENSON



CAPITAL IMPROVEMENT PLAN BUDGET FISCAL YEAR 2020-2040

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2018-2038 CAPITAL IMPROVEMENT PLAN (CIP)

INTRODUCTION

The Capital Improvement Plan for the Town of Benson is a 20 year plan for analyzing, forecasting and planning for the financing of major, non-reoccurring expenditures for equipment, buildings, building improvements, land acquisition, facilities expansion, and studies of any project that the anticipated cost is projected to exceed \$10,000 and has the useful life of at least 10 years. By establishing the CIP, the Town of Benson can plan for public improvement that will meet current and future needs of the town. It will prioritize each project with input from the Mayor, Board of Commissioners, citizens and town staff. Approval of the CIP by the Board of Commissioners confirms the town's commitment only to the first year projected capital expenditures.

Since the CIP is an ongoing process the CIP is updated each year with the deletion of the prior year and addition of another planning year, thereby maintaining a 20-year plan. This CIP is a flexible plan where each year the Board of Commissioners will review and reassess each previously listed project along with any new proposed project and make a determination based on the Town of Benson's budget when to schedule and when to actually budget a project. Nothing in the Town CIP is written in stone until each project has been budgeted. By projecting a scheduling capital improvements that are necessary to continue to provide the citizens of the Town of Benson with a highest quality of service.

The annual review of the town's CIP will allow advance planning to ensure that projects are thought out in advance, insure better coordination and evaluation with staff and Board of Commissions to ensure that the approved projects are in the best interest for the citizens of the Town of Benson. This systematic and comprehensive analysis of the town's capital needs increases the probability of making the correct budgetary decisions in planning future revenue in order to consider with each project capital expenditures. When done in conjunction with the annual budget, this plan will only compliment the budget adopted annually by the Town of Benson Board of Commissioners. When this plan is approved annually, the Board of Commissioners are only committing funds for current budget year, all future years projects are only projections and can be changed and move back, or deleted, all depending on the needs and only if adequate funds are available to support the projections.

MAYOR
JERRY M. MEDLIN

MAYOR PRO-TEM
CASANDRA P. STACK

COMMISSIONER
MAXINE HOLLEY
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RESOLUTION 203-2020
ADOPTING A CAPITAL IMPROVEMENT PLAN
FOR FISCAL YEAR 2020-2040

WHEREAS, this Capital Improvement Plan is a comprehensive approach in analyzing, forecasting and planning for the budget for major expenditures for the Town of Benson; and

WHEREAS, it is the goal of the Town of Benson to provide quality service to our citizens; and

WHEREAS, it is responsibility of the Town of Benson to provide safe and adequate facilities and equipment for the employees to properly carry out their regular duties; and

WHEREAS, it is necessary from the time to time to replace, upgrade and/or enlarge equipment and/or facilities; and

WHEREAS, capital expenditures are those non-reoccurring expenditures for an asset over \$10,000.00 with a useful life of more than ten years; and

WHEREAS, to avoid any financial hardship when these capital expenditures occur, the Town of Benson needs to plan and establish an orderly replacement program for these expenditures; and

WHEREAS, this Capital Improvement Plan for fiscal years 2020-2040 is being prepared and approved in conjunction with the annual budget process, it will provide for the scheduling and commitment of necessary revenue to carry out the approved current year budget; and

WHEREAS, a report entitled 2020-2040 Capital Improvement Plan has been prepared; and

WHEREAS, a public hearing has been held seeking comments and input from the citizens of the Town of Benson; and

NOW, THEREFORE, BE IT RESOLVED, by the Town of Benson Board of Commissioners:

1. That the Board of Commissioners recognize that analyzing and planning for all major capital expenditures in the future is essential in making sound financial decisions; and
2. That by adopting this resolution establishing a Capital Improvement Plan, the Board of Commissioners demonstrates its intention to the taxpayer and citizens of the Town of Benson that this plan is essential in making decisions that affect the monies of the Town of Benson in the future.

On this 25th day of June, 2020

Jerry M. Medlin

Angela Thornton, Clerk

DEFINITION

In capital budgeting, several terms are used to identify specific elements in the overall CIP process. The three most common terms are: Capital Improvement Plan, Capital Improvement Project, and Capital Improvement Budget. To ensure that the meaning of these terms is fully understood, their definitions are outlined below:

Capital Improvement Plan is a long-range plan of proposed capital improvement projects, which includes estimated project costs and funding sources that a local government expects to carry out over a twenty year period. The plan is usually updated annually for the purpose of reassessing local capital needs and budgeting for them in the annual budget.

Capital Improvement Project is a major nonrecurring capital expenditure for an item with an expected useful life greater than 10 years and with a cost of more than \$10,000.

1. Construction, purchase or major renovation of buildings, utility systems, streets or other physical structures costing more than \$10,000
2. Purchase of land costing more than \$10,000
3. Major landscaping projects cost more than \$10,000
4. Purchase of an item of equipment (including a vehicle) costing more than \$10,000
5. A project involving the purchase of several items of computer or communications equipment with a total cost of more than \$10,000

Projects costing less than these fore mention thresholds should be included in their regular expenditure line items in the annual budget.

Capital Improvement Budget is a list of capital improvement projects, together with their cost amounts and sources of funds for the upcoming fiscal year.

SUMMARY OF REVENUE & EXPENDITURES

FUNDS	AMOUNT
Administrative, Zoning, Municipal Building (Page 8)	\$290,000.00
Police Department (Page 9)	\$633,960.00
Parks & Recreation Department (Page 10)	\$1,278,878.00
Street Maintenance, Municipal Grounds, Sanitation Department (Page 11)	\$1,045,000.00
Fire Protection Fund (Page 12)	\$5,231,000.00
I. General Operation Water Lines (Page 14)	\$1,830,000.00
II. General Operation Sewer Lines (Page 16)	\$320,000.00
III. Waste Water Treatment Plant (Page 17)	\$350,000.00
Electric Fund (Page 18)	\$1,070,000.00
TOTAL	\$12,048,838.00
YEARS	Amount
2020-2021	\$645,418.00
2021-2022	\$807,540.00
2022-2023	\$1,125,040.00
2023-2024	\$2,511,840.00
2024-2025	\$1,214,000.00
2025-2026	\$515,000.00
2026-2040	\$5,230,000.00
TOTAL	\$12,048,838.00

GENERAL FUND

ADMINISTRATION, ZONING, & MUNICIPAL BUILDINGS

BUDGET YEAR	2020 / 2021	2021 / 2022	2022 / 2023	2023 / 2024	2024 / 2025	2025 / 2026	2026 / 2040
RENOVATE MUSEUM & LIBRARY							
COMPUTER, SOFTWARE AND OFFICE EQUIP.							
MUNICIPAL BUILDING REPAIRS		50,000	50,000	50,000	-		140,000
PROJECTED CAPITAL EXPENDITURES TOTAL	-	50,000	50,000	50,000	-	-	140,000
CURRENT REVENUE		50,000	50,000	50,000			140,000
GRANTS							
DONATIONS							
USDA							
BANK LOAN							
LEASE PURCHASE							
CAPITAL RESERVE							
OTHER							
TOTAL REVENUE	-	50,000	50,000	50,000	-	-	140,000

NOTES:

- 2021/2022: Financial Software Upgrade
- 2021/2024: Replace windows at Town Hall over a 4 year period

POLICE DEPARTMENT

BUDGET YEAR	2020 / 2021	2021 / 2022	2022 / 2023	2023 / 2024	2024 / 2025	2025 / 2026	2026 / 2040
POLICE VEHICLE	55,340	55,340	72,840	72,840	75,000	70,000	70,000
P25 IN-CAR RADIOS							
TASER REPLACEMENT	4,200	4,200	4,200	5,000	5,000	5,000	5,000
BALLISTIC VEST REPLACEMENT		15,000				15,000	
POLICE OFFICER	50,000						50,000
PROJECTED CAPITAL EXPENDITURES TOTAL	109,540	74,540	77,040	77,840	80,000	90,000	125,000
CURRENT REVENUE	46,540		14,040	14,840	17,000	12,000	12,000
GRANTS	48,000	63,000	48,000	48,000	48,000	63,000	98,000
GENERAL OBLIGATION BONDS							
REVENUE BONDS							
LEASE PURCHASE/LOAN							
CAPITAL RESERVE	15,000	11,540	15,000	15,000	15,000	15,000	15,000
OTHER							
TOTAL REVENUE	109,540	74,540	77,040	77,840	80,000	90,000	125,000

NOTES:

- Police vehicles are on a staggered lease replacement cycle. Some costs will be recouped by the sale of vehicles at the end of the lease cycles.
- In-car radios are on a general 12-15 year replacement cycle, dependent upon technology/radio system upgrades, with replacement likely coming due to 2030/2031
- Tasers are on a 5 year lease program
- Ballistic vests are on the DOJ & manufacturer recommended 5 year replacement cycle. Potential grants funds from Federal Bureau of Justice Assistance, historically at a 50% reimbursable cost
- Expected community growth will require additional manpower resources to continue to meet the needs & achieve departmental goals. Additional positions planned for 2026/2027 and 2035/2036. Some possibilities of grant funding exists
- SRO Grant Funding from State of NC/Johnston County.

PARKS & RECREATION DEPARTMENT

BUDGET YEAR	2020 / 2021	2021 / 2022	2022 / 2023	2023 / 2024	2024 / 2025	2025 / 2026	2026 / 2040
CIVIC CENTER ROOF REPAIR TRUCK							
MIDDLE SCHOOL PROPERTY IMPROVEMENT	443,450	100,000		150,000			140,000
LANDSCAPING		25,000					
LEE ST GYM REPAIRS	30,428						10,000
BRICK ENTRANCE SIGNS							
UPGRADE BALL FIELDS BLEACHERS/FIELD EQUIPMENT			90,000				105,000
		25,000	10,000				
LEE ST COMPLEX / VYAS PARK UPGRADES					150,000		
NEW BASKETBALL COURT							
PROJECTED CAPITAL EXPENDITURES TOTAL	473,878	150,000	100,000	150,000	150,000	-	255,000
CURRENT REVENUE		100,000	100,000	100,000	50,000		255,000
COUNTY GRANT	30,428			50,000			
GRANTS					50,000		
BPRD GRANT MATCH	300,243						
FUNDRAISING		50,000			50,000		
FEES FROM PAYMENT-IN-LIEU DONATIONS							
GENERAL OBLIGATION BOND REVENUE BOND							
CAPITAL RESERVE							
OTHER (INSURANCE)	143,207						
TOTAL REVENUE	473,878	150,000	100,000	150,000	150,000	-	255,000

STREET MAINTENANCE, MUNICIPAL GROUNDS, & SANITATION DEPARTMENT

BUDGET YEAR	2020/ 2021	2021/ 2022	2022 / 2023	2023/ 2024	2024 / 2025	2025 / 2026	2026 / 2040
DUMP TRUCK			90,000				
BACKHOE							30,000
KNUCKLE BOOM TRUCK						125,000	
PAVING		100,000	100,000	100,000	100,000	100,000	100,000
STREET SWEEPER				200,000			
PROJECTED CAPITAL EXPENDITURES TOTAL	-	100,000	190,000	300,000	100,000	225,000	130,000
CURRENT REVENUE		100,000	190,000	100,000	100,000	225,000	130,000
GRANTS							
GENERAL OBLIGATION BOND							
BANK LOAN							
LEASE PURCHASE							
CAPITAL RESERVE							
OTHER				200,000			
TOTAL REVENUE	-	100,000	190,000	300,000	100,000	225,000	130,000

NOTES:

- Extra \$100,000 per year to supplement the Powell Bill Funding
- Street Sweeper will be 14 years old in 2023

FIRE PROTECTION FUND

BUDGET YEAR	2020 / 2021	2021 / 2022	2022 / 2023	2023 / 2024	2024 / 2025	2025 / 2026	2026/ 2040
NEW UTILITY 2/QUICK ATTACK TRUCK							175,000
NEW BRUSH TRUCK			75,000				
NEW ENGINES							1,000,000
AIREAL TRUCK				250,000			1,200,000
LADDER TRUCK							
RESCUE TRUCK					600,000		600,000
FIRE CHIEF VEHICLE							60,000
FULL TIME PERSONNEL			300,000		150,000		
AIR PACKS (SCBA)		80,000					180,000
SCBA BOTTELS		15,000			20,000		20,000
EXTRACATION EQUIPMENT							100,000
NEW 800 RADIO'S							140,000
TURN OUT GEAR	12,000	13,000	13,000	14,000	14,000		200,000
PROJECTED CAPITAL EXPENDITURES TOTAL	12,000	108,000	388,000	264,000	784,000	-	3,675,000
CURRENT REVENUE							
GRANTS							
GENERAL OBLIGATION BONDS							
REVENUE BONDS							
LEASE PURCHASE/LOAN			75,000		600,000		3,035,000
CAPITAL RESERVE							
OTHER	12,000	108,000	313,000	264,000	184,000		640,000
TOTAL REVENUE	12,000	108,000	388,000	264,000	784,000	-	3,675,000

NOTES:

- New Utility 2/Quick Attack Truck: The New Utility 1 truck is in and will be put into service in June, it carries 400 gallons of water and is used for Brush Fires, Wood Fires, &

MVA's. It has an estimated 15 years of service life and will need replacing during the 2036/2037 budget year.

- New Engines: Engine 1 is a 2005 model that will need replacing in 20-25 years, it will need replacing in 2028. Engine 2 is a 2017 model that will need replacing 20-25 years, it will need replacing in 2042.
- New Brush Truck: Brush 1-1986 Model-Carries 250 Gallons of water and is used for brush & wood fires. It has an estimated 30 years of service life. With minor repairs each year, it will need replacing during 2022-2023 budget year.
- Ladder Truck: When Benson starts growing more, the need for a ladder truck will come, it will also help with the insurance rating, fire ground operations, and fire suppression
- Rescue Truck: Rescue 1 is a 1991 model that will need replacing in 5-7 years. It will need replacing during the 2025-2026 Budget Year.
- Fire Chief Vehicle: Fire chiefs vehicle is a 2017 model with 10-12 years of service life. It will need replacing in the 2028-2029 Budget Year.
- Full Time Personnel: With the call volume that we are having, the time has come to plan for some full time personnel. Within 5 years we will need to hire 6 full time fire engineers to work a 24 hour rotating A B C shift schedule to have a guaranteed Engine driver here at the station. We will need to plan for this to happen Budget Year 2022-2023. Within the following 2 years we will need to add 3 firefighters to work the A B C shift schedule and this will be Budget Year 2024-2025
- Air Packs (SCBA):
 - 2021-2022- 10 Air packs will need replacing; FEMA grant has been applied for to help in payment of these air packs
 - 2035-2036- 16 Air packs will need replacing
- SCBA Bottles: 15 years' service of life
 - 2024-2025- 20 SCBA bottles will need replacing
 - 2025-2026- 20 SCBA bottles will need replacing
- 800 Radio's: 12-15 years' service of life
 - 2032-2033- All radio's will need replacing
- Turn Out Gear: 10 years' service of life
 - BFD will need to continue to purchase 5-6 sets of gear a year to stay NFPA compliant
- Extraction Equipment: We have budgeted to buy some additional extraction equipment with the money of the sale of Utility 2 in July, 2020. We will need to replace the other extraction equipment in 2035
- Aerial Truck: As Benson continues to grow, the need for an Aerial Truck draws closer. With the construction of new hotels and apartments this truck will definitely be needed. The truck is expensive so the best plan may be to purchase a good used one within the next few years and then purchase a new one 5-10 years later.

WATER SEWER FUND

GENERAL OPERATION WATER LINES

BUDGET YEAR	2020 / 2021	2021 / 2022	2022 / 2023	2023 / 2024	2024 / 2025	2025 / 2026	2026 / 2040
PURCHASE TRUCK							
PUMPING STATION							
WATER LINES				1,500,000			
WATER TANK MAINTENANCE EQUIPMENT			60,000	60,000	60,000	60,000	60,000
BACKHOE							30,000
PUBLIC WORKS BUILDING							
PROJECTED CAPITAL EXPENDITURES TOTAL	-	-	60,000	1,560,000	60,000	60,000	90,000
CURRENT REVENUE			60,000	60,000	60,000	60,000	90,000
GRANTS							
GENERAL OBLIGATION BOND							
REVENUE BOND							
LEASE PURCHASE							
CAPITAL RESERVE							
LOAN INTEREST REVOLVING STATE LOAN							
BANK LOAN				1,500,000			
OTHER							
TOTAL REVENUE	-	-	60,000	1,560,000	60,000	60,000	90,000

NOTES:

- Water Phase II (2023/2024)
- Water Phase IV (2026/2027)
- 15 Year Water Tower Maintenance/Renovation Plan
- PW Building up fit will be complete with Golden Leaf Foundation Grant (2020/2021)

GENERAL OPERATION SEWER LINES

BUDGET YEAR	2020/ 2021	2021 / 2022	2022 / 2023	2023 / 2024	2024 / 2025	2025 / 2026	2026 / 2040
TRUCK				40,000			
REUSE PROJECT							
REHAB LINES							
LIFT STATIONS REHAB			10,000	10,000	10,000	10,000	10,000
GENERATORS							
TRACTOR							
SEWER LINES REHAB				30,000	30,000	30,000	30,000
PUBLIC WORKS BUILDING							
SPARE PUMPS STATIONS							
FLAT BED TRUCK							
BACKHOE							30,000
JET VAC			80,000				
SEWER MAIN/STORM DRAIN CAMER							
PROJECTED CAPITAL EXPENDITURES TOTAL	-	-	90,000	80,000	40,000	40,000	70,000
CURRENT REVENUE			90,000	80,000	40,000	40,000	70,000
GRANTS							
GENERAL OBLIGATION BOND							
REVENUE BOND							
STATE LOW INTEREST LOAN							
BANK LOAN							
LEASE PURCHASE							
CAPITAL RESERVE							
COUNTY							
TOTAL REVENUE	-	-	90,000	80,000	40,000	40,000	70,000

WASTE WATER TREATMENT PLANT

BUDGET YEAR	2020 / 2021	2021 / 2022	2022 / 2023	2023 / 2024	2024 / 2025	2025 / 2026	2026 / 2040
Rotor Replacement		100,000				100,000	
Backhoe							30,000
Headworks Rehab		100,000					
Repacae Sludge Return Pumps							
Mixers			10,000				
Chemical Building Replacement			10,000				
Post Air Pump							
Expand wastewater plant							
PROJECTED CAPITAL EXPENDITURES TOTAL	-	200,000	20,000	-	-	100,000	30,000
CURRENT REVENUE		200,000	20,000			100,000	30,000
GRANTS							
GENERAL OBLIGATION BOND							
REVENUE BOND							
STATE LOW INTEREST LOAN							
BANK LOAN							
LEASE PURCHASE							
CAPITAL RESERVE							
TOTAL REVENUE	-	200,000	20,000	-	-	100,000	30,000

NOTES:

- Mixers to be replaced
- Reuse pumps installed 1977 & mower for ride away
- Post air installed 1988

ELECTRIC FUND

BUDGET YEAR	2020 / 2021	2021 / 2022	2022 / 2023	2023 / 2024	2024 / 2025	2026 / 2040
NEW BUCKET TRUCK						
LINE TRUCK						
PUBLIC UTILITIES BUILDING						
METERS						375,000.00
CHIPPER						50,000.00
DITCH WITCH		75,000.00				
UP-GRADE SUB-STATION			100,000.00			100,000.00
TREE TRIMMING TRUCK						
POLE CHANGE OUTS	50,000.00	50,000.00	50,000.00			150,000.00
PICKUP				30,000.00		40,000.00
SMALL BUCKET TRUCK						
PROJECTED CAPITAL EXPENDITURES TOTAL	50,000.00	125,000.00	150,000.00	30,000.00	0.00	715,000.00
CURRENT REVENUE	50,000.00	50,000.00	150,000.00	30,000.00		300,000.00
GRANTS						
GENERAL OBLIGATIONS						
REVENUE BONDS						
LEASE/PURCHASE		75,000.00				40,000.00
BANK LOAN						375,000.00
CAPITAL RESERVE						
OTHERS						
TOTAL REVENUE	50,000.00	125,000.00	150,000.00	30,000.00	0.00	715,000.00