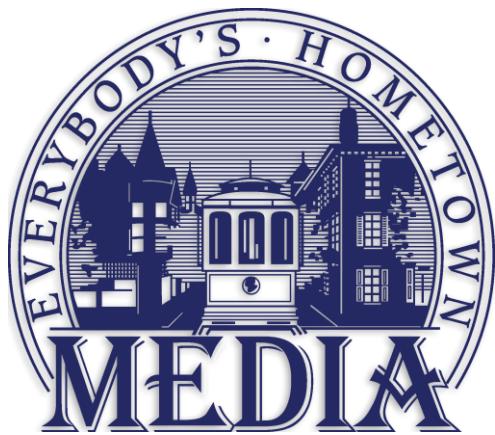
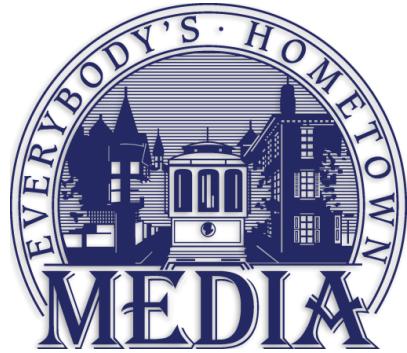


**Borough of Media
Delaware County, Pennsylvania**



2023-2027 Capital Improvement Plan

301 North Jackson Street
Media, PA 19063



Mayor

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Background

The Capital Improvement Plan represents a multi-year schedule of major improvements to the Borough's physical property, including equipment and infrastructure. The purpose of the plan is to identify the Borough's capital needs and match funding sources to those priorities. The 2023 Capital Budget and multi-year Capital Improvement Plan was developed in coordination with the Borough's General Fund budget development and other strategic goals. The plan will be updated annually to reflect changing needs and fiscal capacity of the Borough.

Capital Project Definition

Capital expenditures are defined as assets, maintenance, and improvements funded from the Borough's Capital Reserve Fund that shall typically cost in excess of \$5,000 with a useful life greater than 1 year.

A capital project may include, but is not limited to the following:

- New construction, expansion, renovation, or replacement for an existing facility or asset
- A major maintenance or rehabilitation project for existing facilities and assets
- A purchase of equipment
- The acquisition of land for public use
- Related planning, engineering, design, appraisal, or feasibility costs

Projects or expenses with a total value below \$5,000 and/or a minimum useful life of less than 5 years are categorized as non-capital expenses and included in the annual operating budget.

Capital Projects financed through debt should have a minimum useful life no shorter than the length of debt service. Capital Projects that have a shorter minimum useful life should be funded with Pay-As-You-Go or PAYGO funds.

Capital Project Prioritization

Capital needs and requests will often exceed current funding capacity. As a result, the Borough seeks to evaluate and prioritize capital needs based upon the following criteria:

1. **Asset Protection/Preservation/Replacement**- protects or preserves municipal assets that are essential to providing basic services to the community. Also includes replacing assets that are at or nearing the end of their useful life.
2. **Public Health, Safety, and Quality of Life**- improves the overall health, safety, and quality of life of the community through investments in recreation assets such as bike trails, safe roadways and walkways, enhancements to public safety, storm water infrastructure, and other improvements that positively impact overall community wellbeing.
3. **Availability of Funding**- capital improvement needs may be funded by various internal sources including capital reserve funds and borough general funds. Borough resources can be leveraged by strategically prioritizing capital projects that may be eligible for external funding through grants, reimbursements, and other external sources.
4. **Timing and Urgency**-some projects require swift action while others may be deferred. For example, a project that must be completed prior to beginning another may be considered urgent.
5. **Regulatory Compliance**-complies with County, State, and Federal mandates such as the Americans with Disabilities Act and Pennsylvania Department of Environmental Protection directives. Also includes compliance with borough ordinances.
6. **Long-Term Planning**- supports initiatives and goals established by adopted plans such as the Comprehensive Plan, Stormwater Master Plan, and/or Economic Development Strategy and Implementation Plan. Multi-year strategic planning efforts establish long-term priorities that are often informed by public input and are therefore useful when allocating resources.
7. **Economic Development**- strengthens the local tax base through investments that attract and retain residents, encourage employment growth, support businesses, promote private investment, and generally facilitate economic activity.
8. **Sustainability**-promotes environmental responsibility through the transition to energy-efficient policies and assets, investments in public transportation, and projects that support green initiatives.

Criteria	Scoring Scale			Weight
	1	3	5	
Asset Preservation/Protection/ Replacement	No connection to municipal asset replacement	Some project resources dedicated to preserving/protecting/replacing municipal asset(s)	Critical to preserving/protecting/ replacing asset(s) near or at the end of useful life	25%
Public Health, Safety, and Quality of Life	Does not impact the health, safety, and quality of life of residents	Moderately impacts the health, safety, and quality of life of residents	Significantly impacts the health, safety, and quality of life of residents	20%
Availability of Funding	A funding source has not been identified	Funding source(s) identified and primarily relies on internal borough funds	Funding source(s) identified and a majority of the project is funded by external sources	15%
Timing and Urgency	Can be deferred to later years	Moderate timing urgency	Strong timing urgency	15%
Regulatory Compliance	Does not address a County, State, or Federal mandate	Provides a short-term solution for a current or anticipated regulatory compliance issue, but will require further action	Provides a long-term resolution of a current or anticipated regulatory compliance issue	10%
Long-Term Planning	Not connected with an adopted multi-year plan	Generally supports the goals and intention of an adopted multi-year plan, but does not directly address a recommendation or action item	Directly addresses a recommendation or action item included in an adopted multi-year plan	5%
Economic Development	No impact on economic development	Moderate positive impact on tax base and/or connection to the Economic Development Strategy and Implementation Plan	Strong positive impact on tax base and/or connection to the Economic Development Strategy and Implementation Plan	5%
Sustainability	Does not promote environmental sustainability	Moderately supports environmental sustainability goals	Directly addresses environmental sustainability goals	5%

Capital Planning Process

The capital planning process will be led by the Borough Manager and Finance Director, responsible for coordinating all capital improvement planning processes. A successful capital planning effort will also require support from various other departments and individuals. The Borough Manager and Finance Director will establish a CIP Working Group to help create and monitor the capital improvement plan. Members of the CIP Working Group may include department heads, the Grants Administrator, the Borough Engineer, and others responsible for managing capital assets and projects.

The Capital Budget Process, which is based on best practices as defined by the GFOA, involves the following steps:

1. Capital improvement needs assessment/asset inventory assessment

As a first step in developing the capital improvement plan and identifying capital needs, the Borough will perform an asset inventory assessment. This process may be led by department heads with support from the Finance Department. The inventory assessment includes a listing of all capital assets based on available information. First, the condition of each asset must be assessed. Next, the cost of the asset including the purchase price or construction costs for each item must be determined. If historical cost data is missing, estimates are used.

The asset inventory includes a forecast of the cost of deferring maintenance and a determination of the useful life of each asset. If an asset is not replaced, what is the cost of maintaining the asset? How much longer will the asset be viable to the department? How much longer can the Borough use the asset to deliver adequate service to the community? What is the asset replacement cost?

2. Determine the status of current projects

The Borough Manager and Finance Director will regularly convene the CIP Working group as part of the Borough's regular capital improvement plan monitoring process. During the meetings, the group reviews the current status of projects including progress towards completion, unforeseen challenges, and changes in budget. Unanticipated changes in project course will be reflected appropriately in the updated capital improvement plan.

3. Solicit project requests for proposed future projects

Once the inventory assessment is complete, the Borough Manager and Finance Director will distribute a project request form to all departments and individuals responsible for managing capital assets and projects. The purpose of the project request form is to solicit proposals for future projects. The proposals include basic project information such as project start and end dates, purpose, justification, proposed source of funding, and the impact on the operating budget (positive or negative). The project request template is included in Appendix A of this plan.

The project requests are extensive and address a variety of department and Borough purposes and functions such as service improvement, economic development, public safety, neighborhood beautification, and other needs. A comprehensive list of all potential projects increases the likelihood that needs are addressed before a critical point is reached and allows for a broader range of options.

Next, the Borough Manager and Finance Director will meet with department heads and the CIP Working Group to review project requests. The CIP Working Group may be particularly helpful in identifying potential inter-departmental issues such as duplicate or overlapping projects and/or unintentionally omitted projects.

4. Prioritize and evaluate projects

The Borough Manager and Finance Director collect the project proposals and apply prioritization criteria to facilitate the selection process. The Borough Manager and Finance Director consider factors including protection/preservation of Borough assets, health/safety implications, cost and availability of funding, timing and urgency, regulatory compliance, long-term planning, economic development, and sustainability (see page 3).

5. Assess fiscal capacity and develop a financing plan

The Finance Director will now assess the fiscal capacity to fund the capital improvement plan. During the annual budget process, the Finance Director determines General Fund capacity to fund operations, maintain compliance with established financial policies (e.g. fund balance policy), and fund capital improvements.

6. Analyze and adjust the preliminary capital improvement plan

The project request forms recommend a preliminary capital improvement plan. Using the established fiscal capacity, the results of the project prioritization exercise, input from the CIP Working group, and other relevant information, the Borough Manager and Finance Director will analyze and adjust the preliminary capital improvement plan if necessary.

Because resources are limited, the recommended preliminary plan may result in funding imbalance. A variety of strategies can be employed to address funding imbalance such as the deferral or elimination of projects, adjustments to project cost, and/or a modification of the allocation of Borough resources to capital projects.

7. Finalize the Capital Improvement Plan

The Borough Manager and Finance Director will organize the information gathered throughout the process to establish the capital improvement plan. The Borough Manager and Finance Director are responsible for incorporating feedback from department heads, the CIP Working Group, committee members, and Council into the plan. The plan will be coordinated with the Borough's General Fund budget and overall strategic goals. The final plan will be available for public inspection in parallel with the annual Borough budget adoption process.

8. Monitor the program

The department heads and other relevant parties are accountable for tracking the progress of their own initiatives; however, the Borough Manager and Finance Director will employ the appropriate monitoring tools to ensure efficient implementation of capital projects. As previously stated, the CIP Working Group will meet regularly to discuss the status of projects, review budget developments, and identify potential remedies to unforeseen obstacles. The Finance Director maintains a centralized list of all capital initiatives that is updated regularly with status changes.

Capital Budget Calendar¹

June
Borough completes an asset inventory assessment
The CIP Working groups meets to discuss the status of current projects
July
Borough Manager and Finance Director distribute project request forms
Borough Manager and Finance Director meet with the CIP Working Group and department heads to discuss project requests
August
Borough Manager and Finance Director review project requests and develop preliminary prioritization
Finance Department prepares financial analysis/assessment of fiscal capacity
September
Borough Manager and Finance Director adjust preliminary CIP based on prioritization and financial assessments
Borough Manager and Finance Director meet with department heads, members of the CIP Working Group, and committee members to discuss draft CIP
Borough Manager and Finance Director review the Draft CIP with Council
October
Borough Manager and Finance Director amend draft based on internal reviews and budget developments
November
Hold public hearings to discuss CIP in conjunction with the Borough budget hearings
Final revision and proofreading of the proposed CIP
December
Borough Council budget hearings and adoption

¹ The calendar above reflects the sequence of the Borough's capital improvement planning activities in a typical budgeting cycle. The 2023 planning activities began in late 2021/early 2022 as the Borough initiated a refocused capital planning process. The 2023 process will align with the calendar beginning in August or September 2022.

Funding Sources

Types of Funding

CAPITAL RESERVE FUND: The Borough funds a number of capital projects from the Capital Reserve Fund, which is funded through transfers from the General Fund. These projects are funded on a PAYGO basis and are often combined with other funding sources.

GRANTS: The Borough receives grant funding from a variety of sources including the federal government, the Commonwealth of Pennsylvania, or other authorities support for capital projects.

LIQUID FUELS: The Commonwealth's Municipal Liquid Fuels Program funds a range of projects to support construction, reconstruction, maintenance, and repair of public roads or streets. The amount of funds in a municipality's allocation is based on its population and miles of roads on their approved Liquid Fuels Inventory.

DEBT: Because Capital projects have a useful life extending beyond a few years, many municipalities may incur debt in the form of municipal bonds in order to complete capital projects.

Debt funding will allow the Borough to spread costs over the useful life of the project so that all project users, existing and future, will participate in the repayment. Moreover, spreading repayment over a number of years allows the Borough to fund projects that it otherwise could not afford with existing monies on hand.

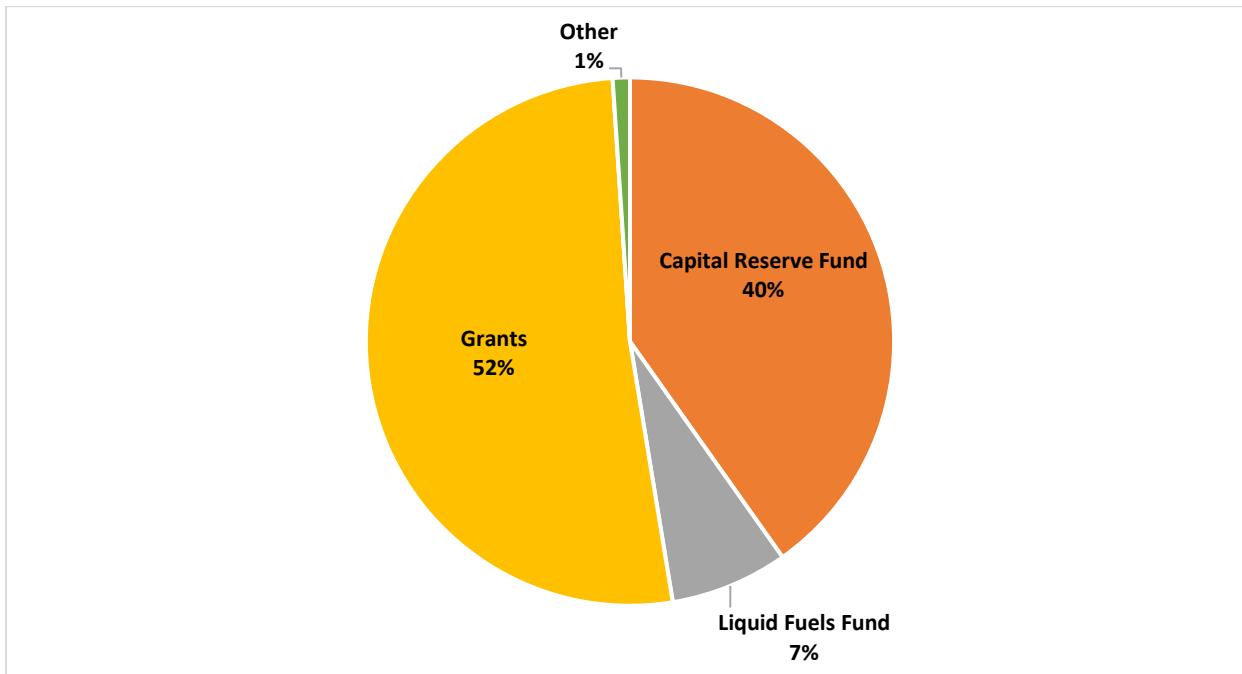
OTHER: The Borough uses numerous other sources to pay for capital projects including foundations, non-profit organizations, and other private sources.

Five-Year Summary

Five Year Summary: Funding Sources

	2023	2024	2025	2026	2027	Total
General Fund	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	\$830,700	\$1,033,100	\$921,800	\$815,000	\$527,000	\$4,127,600
Liquid Fuels Fund	\$149,000	\$149,000	\$149,000	\$149,000	\$149,000	\$745,000
Grants	\$1,065,200	\$1,020,000	\$1,250,000	\$3,565,000	\$0	\$6,950,200
Debt	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$21,700	\$7,700	\$7,700	\$7,700	\$7,700	\$52,500
Total	\$2,066,600	\$2,209,800	\$2,328,500	\$4,536,700	\$683,700	\$11,875,300

**2023 Capital Program
Funding Source Summary**

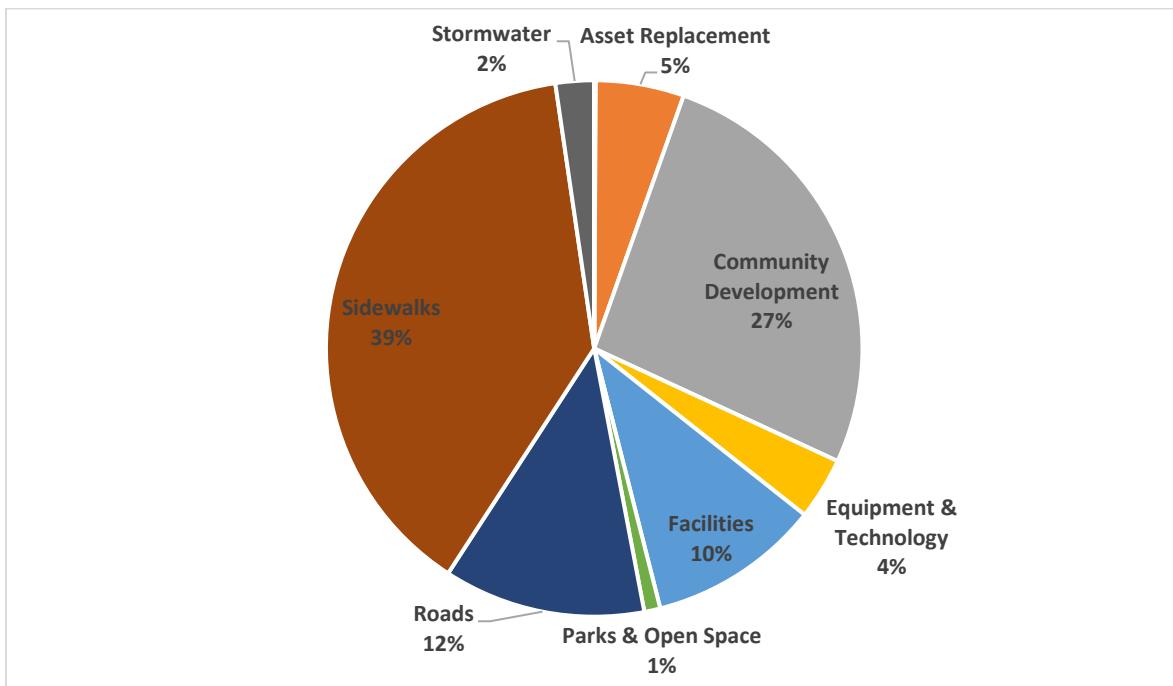


Key Takeaway: The FY 2023 Capital Program is about \$2M, of which 50% is coming from secured grant revenue. The capital program is relatively stable from 2023-2025 and peaks in 2026 due to grant funding associated with 3rd Street Bridge construction project.

Five-year Summary: Expenditures by Function

Function	2023	2024	2025	2026	2027	Total
Asset Replacement	\$110,000	\$55,000	\$130,000	\$230,000	\$110,000	\$635,000
Community Development	\$547,800	\$1,350,000	\$0	\$3,190,000	\$0	\$5,087,800
Equipment & Technology	\$77,500	\$96,100	\$42,800	\$12,000	\$12,000	\$240,400
Facilities	\$215,000	\$70,000	\$115,000	\$115,000	\$215,000	\$730,000
Parks & Open Space	\$20,000	\$310,000	\$40,000	\$40,000	\$40,000	\$450,000
Roads	\$251,700	\$251,700	\$251,700	\$251,700	\$251,700	\$1,258,500
Sidewalks	\$796,600	\$5,000	\$5,000	\$25,000	\$25,000	\$856,600
Stormwater	\$48,000	\$0	\$1,535,000	\$350,000	\$0	\$1,933,000
Traffic Calming	\$0	\$72,000	\$209,000	\$303,000	\$30,000	\$614,000
Transportation	\$0	\$0	\$50,000	\$20,000	\$0	\$70,000
Total	\$2,066,600	\$2,209,800	\$2,328,500	\$4,536,700	\$683,700	\$11,875,300

**2023 Capital Program
Expenditures by Function**



Key Takeaway: The FY 2023m capital program focuses on infrastructure. Nearly 40% is for sidewalks through CMAQ grant project and over 25% funds CDBG projects on W. State Street and Orange Streets. Similarly, the 2023-2027 capital programs biggest expenditures by function are infrastructure such as stormwater (\$1.9M), roads (\$1.2M), sidewalks(\$356K), and strategic community development projects (\$5M), including Plum Street Mall in 2024 and 3rd Street Bridge in 2026.

Fiscal Capacity

The tables below illustrate the projected annual cash flows in the Borough's Capital Reserve Fund. The Borough projects about \$800,000 in annual transfers from the General Fund to the Capital Reserve Fund through the projection period.

The transfer is new funding from parking meters and millage increase that will be earmarked as a sustainable source of revenue for the CIP.

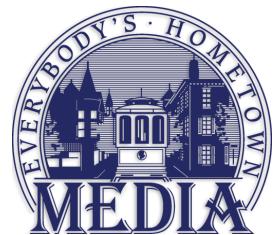
Capital Reserve Account

	2022	2023	2024	2025	2026	2027	Total
Beginning Balance	\$2,409,000	\$500,000	\$494,300	\$261,200	\$139,400	\$124,400	
Transfers In	\$0	\$825,000	\$800,000	\$800,000	\$800,000	\$800,000	\$4,025,000
Expenditures	\$1,909,000	\$830,700	\$1,033,100	\$921,800	\$815,000	\$527,000	\$6,036,600
Ending Balance	\$500,000	\$494,300	\$261,200	\$139,400	\$124,400	\$397,400	

Key Takeaway: Over the 5-year program the ending balance is small, but stable. At the end of any given year, the Borough will also transfer any net revenues over expenses into the capital reserve account to help build reserves over time.

2023-2027 Capital Improvement Plan

Projects in Detail



The capital planning process (as described on page 4-5) helped the Borough right-size our capital program. The 5-year CIP prioritizes asset presentation and replacement; public safety and quality of life projects; and strategic community development projects.

Below is a listing of projects and estimated funding per year.

2023-2027 CIP: Project Listing

Department	Projects	2023	2024	2025	2026	2027	Total
Administration	Plum Street Park	\$0	\$1,350,000	\$0	\$0	\$0	\$1,350,000
Administration	Third Street Bridge and Environmental Restoration	\$60,000	\$0	\$0	\$3,190,000	\$0	\$3,250,000
Administration	CMAQ Sidewalks	\$791,600	\$0	\$0	\$0	\$0	\$791,600
Code Enforcement	Ecode - Enhanced Zoning Graphics	\$0	\$10,000	\$0	\$0	\$0	\$10,000
Engineering	Borough Street Paving and ADA Ramps	\$176,700	\$176,700	\$176,700	\$176,700	\$176,700	\$883,500
Engineering	Moveable Bollards for Events	\$0	\$25,000	\$25,000	\$25,000	\$25,000	\$100,000
Engineering	Stormwater Improvements Ridge & North Olive	\$20,000	\$0	\$1,500,000	\$0	\$0	\$1,520,000
Engineering	Stormwater Improvements for Edgemont Street	\$0	\$0	\$35,000	\$350,000	\$0	\$385,000
Engineering	Stormwater Improvements West and 3rd Street Area	\$28,000	\$0	\$0	\$0	\$0	\$28,000
Engineering	Traffic Calming – Baltimore Ave & Orange/ & Monroe	\$0	\$0	\$59,000	\$0	\$0	\$59,000
Engineering	Traffic Calming – Jefferson Street	\$0	\$0	\$0	\$15,000	\$0	\$15,000
Engineering	Traffic Calming – Providence Road	\$0	\$72,000	\$150,000	\$280,000	\$30,000	\$532,000
Engineering	Traffic Calming - Street Mural Funding	\$0	\$0	\$0	\$8,000	\$0	\$8,000
Engineering	EV Charging Stations	\$0	\$0	\$0	\$20,000	\$0	\$20,000
Engineering	CDBG - Orange ST Streetscape	\$131,400	\$0	\$0	\$0	\$0	\$131,400
Engineering	CDBG- W. State Street Streetscape	\$356,400	\$0	\$0	\$0	\$0	\$356,400
Police	Police Vehicle Replacement	\$55,000	\$55,000	\$55,000	\$55,000	\$110,000	\$330,000
Police	Police Department Computer System	\$0	\$0	\$17,500	\$0	\$0	\$17,500
Police	Purchase of 20 new duty hand guns, magazines, and duty holsters	\$0	\$15,100	\$0	\$0	\$0	\$15,100
Police	Body Worn Cameras	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$60,000
Police	Video Camera System	\$59,000	\$59,000	\$3,300	\$0	\$0	\$121,300
Police	Red DOT Optics for handguns	\$0	\$0	\$10,000	\$0	\$0	\$10,000
Public Works	Replace 2015 Ford F550 Dump Truck	\$0	\$0	\$0	\$85,000	\$0	\$85,000
Public Works	Replace 2007 GMC Pickup	\$55,000	\$0	\$0	\$0	\$0	\$55,000
Public Works	Replace 2014 ODB Leaf Machine Vacuum	\$0	\$0	\$75,000	\$0	\$0	\$75,000
Public Works	Replace Bucket Truck	\$0	\$0	\$0	\$90,000	\$0	\$90,000

Department	Projects	2023	2024	2025	2026	2027	Total
Public Works	Time Clock	\$6,500	\$0	\$0	\$0	\$0	\$6,500
Public Works	Parking Facility Maintenance	\$65,000	\$0	\$65,000	\$65,000	\$65,000	\$260,000
Public Works	Borough Facility Maintenance	\$150,000	\$50,000	\$50,000	\$50,000	\$50,000	\$350,000
Public Works	Minshall House Maintenance	\$0	\$20,000	\$0	\$0	\$0	\$20,000
Public Works	Shade Tree Plantings	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
Public Works	Philip Green Park Improvements	\$0	\$270,000	\$0	\$0	\$0	\$270,000
Public Works	State St. Planters	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$80,000
Public Works	Borough Roads, Highway, and Inlet Maintenance	\$75,000	\$50,000	\$50,000	\$50,000	\$50,000	\$275,000
Public Works	Borough Sidewalk Maintenance	\$5,000	\$5,000	\$5,000	\$25,000	\$25,000	\$65,000
Recreation	Media Youth Center – Improvements to Building & Grounds	\$0	\$0	\$0	\$0	\$100,000	\$100,000
Total		\$2,066,600	\$2,209,800	\$2,328,500	\$4,536,700	\$683,700	\$11,875,300

Key Takeaway: Large capital projects are spread out over the five years. CMAQ sidewalk is planned for 2023, Plum Street Park for 2024, Ridge and Olive stormwater project for 2025, and 3rd Street Bridge in 2026. The 5-year program includes very limited traffic calming or open space implementation. Several projects were not funded such as Barrall field detention basin, heat mitigation, or trolley streetscape projects. A number of projects were not fully funded at requested amount of pushed to latter years to remain within the fiscal constraints.

Administration

PLUM STREET PARK

COMMENCEMENT DATE: 2022

COMPLETION DATE: 2024

DEPARTMENT: Administration

DESCRIPTION: Middle block of Plum Street Mall, between State & Jasper Streets.

FUNCTION: Community Development

PROJECT/FUNDING STATUS: Currently about 60% grant-funded. Stakeholder meetings, final plans, updated cost estimate and bid specs to be completed in 2023. Bid to be advertised late fall 2023. Construction in 2024.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	-	\$600,000	-	-	-	\$600,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	\$750,000	-	-	-	\$750,000
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	-	\$1,350,000	-	-	-	\$ 1,350,000

DETAILED EXPLANATION OF COST:

Est. engineering: \$150,000 (2022); Est. construction: \$1.35 million

OPERATING BUDGET IMPACT:

Will require weekly maintenance. In warm weather planting beds will require gardening.

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED:

2015 Comprehensive Plan, 2019 Plum Street Concept Plan.

THIRD STREET BRIDGE AND ENVIRONMENTAL RESTORATION

COMMENCEMENT DATE: 2023

COMPLETION DATE: 2025

DEPARTMENT: Administration

DESCRIPTION: Replace Third Street Bridge. Utilize TIP Funds for construction of bridge. Utilize RACP grant for environmental restoration.

FUNCTION: Community Development

PROJECT/FUNDING STATUS: Pending review of court stipulation, the Borough needs to update plans and cost estimate to change from dam to bridge. After rescoping grant and state aid, the project will likely be fully funded through grants, state aid, and Borough cash

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	\$60,000	-	-	-	-	\$60,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	\$3,190,000	-	\$3,190,000
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	\$60,000	-	-	\$3,190,000	-	\$3,250,000

DETAILED EXPLANATION OF COST: TBD

OPERATING BUDGET IMPACT: NA

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED:

2021 Open Space, Parks, Recreation and Bicycle Routes Plan

CMAQ SIDEWALKS

COMMENCEMENT DATE: 2106

COMPLETION DATE: 2023

DEPARTMENT: Administration

DESCRIPTION: Connecting sidewalk system throughout the Borough

FUNCTION: Sidewalks

PROJECT/FUNDING STATUS: Fully funded with PennDOT grant and Borough cash. Out to bid in December 2022. Construction in Spring 2023

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	\$63,600	-	-	-	-	\$63,600
Liquid Fuels Fund	-	-	-	-	-	-
Grants	\$728,000	-	-	-	-	\$728,000
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	\$791,600	-	-	-	-	\$791,600

DETAILED EXPLANATION OF COST:

Est construction: \$772,000

Est construction inspection: \$56,000

PennDOT fee: \$7,300

OPERATING BUDGET IMPACT: N/A

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED:

Not recommended in a specific long term plan.

Code Enforcement

ECODE – ENHANCED ZONING GRAPHICS

COMMENCEMENT DATE: 2023

COMPLETION DATE: 2023

DEPARTMENT: Code Enforcement

DESCRIPTION: Updating the borough's residential zoning code to include HFBC with enhanced graphical content

FUNCTION: Equipment & Technology

PROJECT/FUNDING STATUS: Due to fiscal constraints, this project was delayed to 2024

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	-	\$10,000	-	-	-	\$10,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	-	\$10,000	-	-	-	\$10,000

DETAILED EXPLANATION OF COST:

OPERATING BUDGET IMPACT: N/A

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED:

Not recommended in any long term plan.

Engineering

BOROUGH STREET PAVING AND ADA RAMPS

COMMENCEMENT DATE: Annual

COMPLETION DATE: Annual

DEPARTMENT: Engineering

DESCRIPTION: The Borough owns 14.89 miles of roadway, PENNDOT has 3.4 miles of roadway. Street paving and ADA ramp maintenance is completed annually by a third party contractor.

FUNCTION: Roads

PROJECT/FUNDING STATUS: Fully funded by Liquid Fuels Fund, County grant, and Borough cash.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
Liquid Fuels Fund	\$149,000	\$149,000	\$149,000	\$149,000	\$149,000	\$745,000
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	\$7,700	\$7,700	\$7,700	\$7,700	\$7,700	\$38,500
Unknown	-	-	-	-	-	-
Total	\$176,700	\$176,700	\$176,700	\$176,700	\$176,700	\$883,500

DETAILED EXPLANATION OF COST:

Liquid fuels allocation comes from State (estimated \$149,000), Delaware County grant is about \$7,700. Borough cash (\$20,00) is used for engineering costs.

OPERATING BUDGET IMPACT: N/A

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED:

No connection to any long-term plans.

MOVEABLE BOLLARDS FOR EVENTS

COMMENCEMENT DATE: 2024

COMPLETION DATE: 2027

DEPARTMENT: Engineering

DESCRIPTION: Phased approach to add 14 retractable bollards per year on State Street and side street intersections (need 70 total) to protect pedestrians during large scale events

FUNCTION: Roads

PROJECT/FUNDING STATUS: Due to fiscal constraints, this project is not funded in 2023.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	-	\$25,000	\$25,000	\$25,000	\$25,000	\$100,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	-	\$25,000	\$25,000	\$25,000	\$25,000	\$100,000

DETAILED EXPLANATION OF COST:

Est. cost is \$25,000 a year. \$500 a bollard plus labor costs for installation.

OPERATING BUDGET IMPACT: NA

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED:

No connection to a long-term plan.

STORMWATER IMPROVEMENTS RIDGE AND NORTH OLIVE

COMMENCEMENT DATE: 2018

COMPLETION DATE: 2025

DEPARTMENT: Engineering

DESCRIPTION: Relieve excessive and destructive stormwater runoff on Ridge & North Olive Streets through gray and green infrastructure improvements.

FUNCTION: Stormwater

PROJECT/FUNDING STATUS: Plans are 75% complete. Engineering to be completed in 2023. Planned construction in 2025. Partially funded. Secured \$400,000 PennDOT TA-set aside grant. Applying for \$1M ALPA H20 grant.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	\$20,000	-	\$250,000	-	-	\$270,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	\$1,250,000	-	-	\$1,250,000
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	\$20,000	-	\$1,500,000	-	-	\$1,520,000

DETAILED EXPLANATION OF COST:

Remaining engineering: \$20,000; Est construction: \$1.5 million; Total: \$1,520,000

OPERATING BUDGET IMPACT: NA

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED:

2016 Stormwater Master Plan. Not specifically required by mandate, but would help with MS4 requirements.

STORMWATER IMPROVEMENTS FOR EDGMONT STREET

COMMENCEMENT DATE: 2025

COMPLETION DATE: 2026

DEPARTMENT: Engineering

DESCRIPTION: Mitigate stormwater flooding on Edmont from Fourth St. to Front St. through a system of infiltrative Tree Pits, Tree Trenches and Tree Pit bump outs.

FUNCTION: Stormwater

PROJECT/FUNDING STATUS: No plans. No formal cost estimate.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	-	-	\$35,000	\$175,000	-	\$210,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	\$175,000	-	\$175,000
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	-	-	\$35,000	\$350,000	-	\$385,000

DETAILED EXPLANATION OF COST:

Est. Design: \$35,000

Est. Implementation: \$350,000

Est. Total: \$385,000

OPERATING BUDGET IMPACT: Unknown

ALIGNMENT WITH STRATEGIC PLAN & CONSEQUENCE IF NOT APPROVED:

2021 Open Space, Parks, Recreation and Bicycle Routes Plan

2016 Stormwater Master Plan

Not specifically required. Would assist with general MS4 requirements.

STORMWATER IMPROVEMENTS WEST AND 3RD STREET AREA

COMMENCEMENT DATE: 2022

COMPLETION DATE: 2023

DEPARTMENT: Engineering

DESCRIPTION: Fix environmental run off with an erosion management system (Fleximat) along 3rd street near Glen Providence Park; cost share with Delaware. County.

FUNCTION:

PROJECT/FUNDING STATUS: Draft plan and cost estimate. Fully funded.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	\$14,000	-	-	-	-	\$14,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	\$14,000	-	-	-	-	\$14,000
Unknown	-	-	-	-	-	-
Total	\$28,000	-	-	-	-	\$28,000

DETAILED EXPLANATION OF COST:

Est. Design: \$3,000

Est. Construction: \$25,000

Total: \$28,000

OPERATING BUDGET IMPACT: N/A

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED:

2016 Stormwater Master Plan

TRAFFIC CALMING- BALTIMORE AVE & ORANGE & MONROE

COMMENCEMENT DATE: 2025

COMPLETION DATE: 2025

DEPARTMENT: Engineering

DESCRIPTION: There are the two intersections in the borough at which pedestrian/vehicular deaths have occurred and should be prioritized.

- Baltimore Avenue and Orange Street: Hardened centerline – all approaches. Upgrade signage.
- Baltimore Avenue and Monroe Street: Raised intersection.

FUNCTION: Traffic Calming

PROJECT/FUNDING STATUS: Concept plan (Traffic Calming Plan). No final plan, no cost estimate. The hardened centerline at Orange Street was found to be infeasible. Borough is considering other options at this intersection. Funding below is for raise and intersection at Baltimore Avenue and Monroe Street.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	-	-	\$59,000	-	-	\$59,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	-	-	\$59,000	-	-	\$59,000

DETAILED EXPLANATION OF COST:

Est. design: \$4,000

Est. implementation: \$55,000

OPERATING BUDGET IMPACT:

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED:

2020 Traffic Calming Plan

TRAFFIC CALMING- JEFFERSON STREET

COMMENCEMENT DATE: 2023

COMPLETION DATE: 2026

DEPARTMENT: Engineering

DESCRIPTION: Implement traffic calming measures along Jefferson St. per the 2020 Traffic Calming Plan— Jefferson and Olive (2023), providence and Jefferson (2024), Jefferson and Lemon (2026)

FUNCTION: Traffic Calming

PROJECT/FUNDING STATUS: Concept sketch. No plans, no cost estimate. Due to fiscal constraints traffic calming projects on Jefferson Street, Olive Street and Providence Road have been delayed and are not funded in this 5 year CIP.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	-	-	-	\$15,000	-	\$15,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	-	-	-	\$15,000	-	\$15,000

DETAILED EXPLANATION OF COST:

Est. \$240,000 for 3 projects

\$25k for Olive Street intersection

\$200,000 for Providence Street intersection

\$15k for Lemon Street intersection

OPERATING BUDGET IMPACT:

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED:

2020 Traffic Calming Plan

TRAFFIC CALMING- PROVIDENCE ROAD

COMMENCEMENT DATE: 2024

COMPLETION DATE: 2026

DEPARTMENT: Engineering

DESCRIPTION: Implement traffic calming measures along Providence Rd. per the 2020 Traffic Calming Plan—items 5A through E. This project may include:

5B: 252 pedestrian crossing with solar RRFB at 4th/5th Streets near Holly House

5E: 5 points crosswalks and concrete porkchop

5A: Media Smedley path on Providence Road and decorative crosswalks

5B: Neighborhood roundabout at 5th and Edgmont Streets

FUNCTION: Traffic Calming

PROJECT/FUNDING STATUS: Concept sketch. No final cost estimate; possible grant for 252 pedestrian crossing. Due to fiscal constraint, the traffic calming projects on providence road have been delayed till 2024

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	-	\$72,000	\$150,000	\$80,000	\$30,000	\$332,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	\$200,000	-	\$200,000
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	-	\$72,000	\$150,000	\$280,000	\$30,000	\$532,000

DETAILED EXPLANATION OF COST:

Est. design & engineering: TBD

5B Cost: \$72,000

5E Cost: \$150,00

5A Cost: \$80,000 + \$200,000 grant

5B Roundabout Cost: \$30,000

OPERATING BUDGET IMPACT: N/A

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED:

2020 Traffic Calming Plan

TRAFFIC CALMING- STREET MURAL FUNDING

COMMENCEMENT DATE: 2023

COMPLETION DATE: 2027

DEPARTMENT: Engineering

DESCRIPTION: Street mural paintings at busy intersections.

FUNCTION: Traffic Calming

PROJECT/FUNDING STATUS: Recommended in 2020 Traffic Calming Plan (at least 5 intersections detailed). Due to fiscal constraints, this project is not funded from 2023-2025

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	-	-	-	\$8,000	-	\$8,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	-	-	-	-	\$8,000	\$8,000

DETAILED EXPLANATION OF COST:

Est. Admin costs - \$4,000

Est. implementation (artist, materials, and events) - \$4,000

OPERATING BUDGET IMPACT:

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED:

2020 Traffic Calming Plan

EV CHARGING STATION

COMMENCEMENT DATE: 2026

COMPLETION DATE: 2026

DEPARTMENT: Engineering

DESCRIPTION: Provide a system of public EV charging stations.

FUNCTION: Transportation

PROJECT/FUNDING STATUS: No plan, no cost estimate. Delaware County is working with DVRPC on initial discussions with municipalities. There is federal Infrastructure Funding for projects like these.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	-	-	-	\$20,000	-	\$20,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	-	-	-	\$20,000	-	\$20,000

DETAILED EXPLANATION OF COST:

\$20k placeholder cost.

OPERATING BUDGET IMPACT: TBD

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED:

CDBG- ORANGE ST STREETSCAPE

COMMENCEMENT DATE: 2023

COMPLETION DATE: 2023

DEPARTMENT: Engineering

DESCRIPTION: 9 decorative LED lights along Orange Street towards train station

FUNCTION: Community Development

PROEJCT/FUNDING STATUS: Grant awarded. Already out to bid. Contractor awarded. Pre construction meeting in 2022.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	\$58,400	-	-	-	-	\$58,400
Liquid Fuels Fund	-	-	-	-	-	-
Grants	\$73,000	-	-	-	-	\$73,000
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	\$131,400	-	-	-	-	\$131,400

DETAILED EXPLANATION OF COST: Est. \$131,400 construction

OPERATING BUDGET IMPACT:

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED:

Economic Development Plan

CDBG- W STATE STREET STREETSCAPE

COMMENCEMENT DATE: 2023

COMPLETION DATE: 2023

DEPARTMENT: Engineering

DESCRIPTION: Sidewalks on State Street from West Street to Baltimore Avenue, improvements to State and West Street intersection, decorative lights along Glen Providence Park

FUNCTION: Community Development

PROEJCT/FUNDING STATUS: Grant awarded. Already out to bid. Contractor awarded. Pre construction meeting in 2022.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	\$92,200	-	-	-	-	\$92,200
Liquid Fuels Fund	-	-	-	-	-	-
Grants	\$264,200	-	-	-	-	\$264,200
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	\$356,400	-	-	-	-	\$356,400

DETAILED EXPLANATION OF COST:

Est construction \$356,400

OPERATING BUDGET IMPACT:

Minimal-this contract intended to support the Public Works department with supplemental support for specialty work.

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED:

No connection to a long-term plan.

Police

POLICE VEHICLE REPLACEMENT

COMMENCEMENT DATE: Annual

COMPLETION DATE: Annual

DEPARTMENT: Police

DESCRIPTION: Purchase of Police Interceptor, Ford

FUNCTION: Asset Replacement

PROJECT/FUNDING STATUS: Due to fiscal constraints, only one vehicle is funded in 2023 through 2026; two are projected for 2027.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	\$55,000	\$55,000	\$55,000	\$55,000	\$110,000	\$330,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	\$55,000	\$55,000	\$55,000	\$55,000	\$110,000	\$330,000

DETAILED EXPLANATION OF COST:

Cost reflects purchase of vehicle, upfitting of emergency lighting, siren, equipment and lettering.

OPERATING BUDGET IMPACT: Small impact from cost of maintenance, gas, etc.

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED:

No connection to a long-term plan. Will undermine law enforcement/public safety services if not approved.

POLICE DEPARTMENT COMPUTER SYSTEM

COMMENCEMENT DATE: 2025

COMPLETION DATE: 2025

DEPARTMENT: Police

DESCRIPTION: Replace aging computer workstations, printers, and computer server in the police station.

FUNCTION: Equipment & Technology

PROJECT/FUNDING STATUS: Fully funded.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	-	-	\$17,500	-	-	\$17,500
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	-	-	\$17,500	-	-	\$17,500

DETAILED EXPLANATION OF COST:

Server \$10,000 + \$7500 for professional services.

OPERATING BUDGET IMPACT: Small impact from cost of maintenance contracts

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED: N/A

PURCHASE OF 20 NEW HANDGUNS, MAGAZINES, AND DUTY HOLSTERS

COMMENCEMENT DATE: 2024

COMPLETION DATE: 2024

DEPARTMENT: Police

DESCRIPTION: Purchase of 20 new duty handguns, magazines, and duty holsters

FUNCTION: Equipment and technology

PROJECT/FUNDING STATUS: Fully funded.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	-	\$15,100	-	-	-	\$15,100
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	-	\$15,100	-	-	-	\$15,100

DETAILED EXPLANATION OF COST:

20 Glock (20x\$433.50 each) = \$10,670; 1 Glock (1x\$433.50) = \$433.50; 15 compatible magazines (15x\$21) = \$315; 20 Safariland holsters (20x\$171.50 = \$3,430).

OPERATING BUDGET IMPACT: NA

ALIGNMENT WITH STRATEGIC PLAN & CONSEQUENCE IF NOT APPROVED:

No connection to strategic plan. Will undermine law enforcement/public safety services if not approved.

BODY WORN CAMERAS

COMMENCEMENT DATE: 2023

COMPLETION DATE: 2027

DEPARTMENT: Police

DESCRIPTION: Purchasing of Axon Body Worn Cameras

FUNCTION: Equipment & Technology

PROJECT/FUNDING STATUS: Fully funded through 5-year financing.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$60,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$60,000

DETAILED EXPLANATION OF COST:

Total Project Cost: \$60,000; Includes: Cameras, Storage, Mounts, Evidence and Charging Station; can be on payment plan \$12k per year for the next 5 years

OPERATING BUDGET IMPACT: About \$1,000 annually for storage and evidence.

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED: N/A

VIDEO CAMERA SYSTEM

COMMENCEMENT DATE: 2023

COMPLETION DATE: 2025

DEPARTMENT: Police

DESCRIPTION: Install 6 new cameras at intersections and two cameras on the Media Borough complex parking lot.

FUNCTION: Equipment and Technology

PROJECT/FUNDING STATUS: Fully funded.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	\$59,000	\$59,000	\$3,300	-	-	\$121,300
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	\$59,000	\$59,000	\$3,300	-	-	\$121,300

DETAILED EXPLANATION OF COST: \$19,680 per intersection, \$1,625 per camera @ complex

OPERATING BUDGET IMPACT: N/A

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED

No connection to strategic plan. Will undermine law enforcement/public safety services if not approved.

RED DOT OPTICS FOR HANDGUNS

COMMENCEMENT DATE: 2025

COMPLETION DATE: 2025

DEPARTMENT: Police

DESCRIPTION: Purchase red dot optics for handguns.

FUNCTION: Equipment & Technology

PROJECT/FUNDING STATUS: Fully funded.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	-	-	\$10,000	-	-	\$10,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	-	-	\$10,000	-	-	\$10,000

DETAILED EXPLANATION OF COST:

OPERATING BUDGET IMPACT:

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED: NA

Public Work

REPLACE 2015 FORD F550 DUMP TRUCK

COMMENCEMENT DATE: 2026

COMPLETION DATE: 2026

DEPARTMENT: Public Works

DESCRIPTION: Replace 2015 F550 with new F550 dump truck.

FUNCTION: Asset Replacement

FUNDING STATUS: Fully funded.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	-	-	-	\$85,000	-	\$85,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	-	-	-	\$85,000	-	\$85,000

DETAILED EXPLANATION OF COST: Cost to purchase vehicle.

OPERATING BUDGET IMPACT: Maintenance Cost \$1,200/year

ALIGNMENT WITH STRATEGIC PLAN & CONSEQUENCE IF NOT APPROVED: N/A

REPLACE 2007 GMC PICKUP

COMMENCEMENT DATE: 2023

COMPLETION DATE: 2023

DEPARTMENT: Public Works

DESCRIPTION: Replace 2007 GMC pickup with new electric pickup truck.

FUNCTION: Asset Replacement

FUNDING STATUS: Fully funded.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	\$55,000	-	-	-	-	\$55,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	\$55,000	-	-	-	-	\$55,000

DETAILED EXPLANATION OF COST: Purchase price of \$55,000.

OPERATING BUDGET IMPACT: Maintenance Cost \$500/year.

ALIGNMENT WITH STRATEGIC PLAN & CONSEQUENCE IF NOT APPROVED: N/A

REPLACE 2014 ODB LEAF MACHINE

COMMENCEMENT DATE: 2025

COMPLETION DATE: 2025

DEPARTMENT: Public Works

DESCRIPTION: Replace 2014 ODB Leaf Machine with new leaf machine.

FUNCTION: Asset Replacement

FUNDING STATUS: Fully funded.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	-	-	\$75,000	-	-	\$75,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	-	-	\$75,000	-	-	\$75,000

DETAILED EXPLANATION OF COST: Cost to purchase machine.

OPERATING BUDGET IMPACT:

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED: N/A

REPLACE BUCKET TRUCK

COMMENCEMENT DATE: 2026

COMPLETION DATE: 2026

DEPARTMENT: Public Works

DESCRIPTION: Replace bucket truck

FUNCTION: Asset Replacement

FUNDING STATUS: Fully funded

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	-	-	-	\$90,000	-	\$90,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	-	-	-	\$90,000	-	\$90,000

DETAILED EXPLANATION OF COST: Est: \$90,000

OPERATING BUDGET IMPACT: maintenance cost of \$1500/year

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED: N/A

TIME CLOCK

COMMENCEMENT DATE: 2023

COMPLETION DATE: 2023

DEPARTMENT: Public Works

DESCRIPTION: Install and implement time clock system in Public Works Department

FUNCTION: Equipment & Technology

FUNDING STATUS: Fully funded

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	\$6,500	-	-	-	-	\$6,500
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	\$6,500	-	-	-	-	\$6,500

DETAILED EXPLANATION OF COST: Est. cost: \$6,500

OPERATING BUDGET IMPACT: N/A

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED: N/A

PARKING FACILITIES

COMMENCEMENT DATE: 2023

COMPLETION DATE: 2027

DEPARTMENT: Public Works

DESCRIPTION: Address repairs throughout Borough parking facilities including the Olive St. Parking Garage.

FUNCTION: Facilities

PROJECT/FUNDING STATUS: Due to fiscal constraints, parking facility maintenance is not planned in 2024.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	\$65,000	-	\$65,000	\$65,000	\$65,000	\$260,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	\$65,000	-	\$65,000	\$65,000	\$65,000	\$260,000

DETAILED EXPLANATION OF COST: Costs fund maintenance items identified in Structure Care's bi-annual inspections.

OPERATING BUDGET IMPACT: N/A

ALIGNMENT WITH STRATEGIC PLAN & CONSEQUENCE IF NOT APPROVED:

Yes, it is supported by a parking study as well as the recurring maintenance reports from Structure Care for the Olive St. Parking Garage.

BOROUGH FACILITY MAINTENANCE

COMMENCEMENT DATE: 2023

COMPLETION DATE: 2027

DEPARTMENT: Public Works

DESCRIPTION: Repair/install items throughout Borough facilities. 2023 repairs include bathrooms, fire alarm system, police station upgrades, repair of AC systems in the Borough Hall complex.

FUNCTION: Facilities

PROJECT/FUNDING STATUS: Due to fiscal constraints, the facility maintenance funding in 2023 was decreased from \$200,000 to \$150,000.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	\$150,000	\$50,000	\$50,000	\$50,000	\$50,000	\$350,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	\$150,000	\$50,000	\$50,000	\$50,000	\$50,000	\$350,000

DETAILED EXPLANATION OF COST:

2023 will be the last year out of a 3-year plan to address major items throughout the Borough Hall Complex. Basic recurring repairs to occur at all Borough-owned facilities annually after that.

OPERATING BUDGET IMPACT: N/A

ALIGNMENT WITH STRATEGIC PLAN & CONSEQUENCE IF NOT APPROVED:

No connection to strategic plan.

MINSHALL HOUSE MAINTENANCE

COMMENCEMENT DATE: 2024

COMPLETION DATE: 2024

DEPARTMENT: Public Works

DESCRIPTION: Repair items inside the Minshall House (flooring, plaster, exterior repointing)

FUNCTION: Facilities

PROJECT/FUNDING STATUS: Due to financial constraints, this project was pushed back to 2024.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	-	\$20,000	-	-	-	\$20,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	-	\$20,000	-	-	-	\$20,000

DETAILED EXPLANATION OF COST: \$20,000 is the estimated cost of labor and materials.

OPERATING BUDGET IMPACT: N/A

ALIGNMENT WITH STRATEGIC PLAN & CONSEQUENCE IF NOT APPROVED: N/A

SHADE TREE PLANTINGS

COMMENCEMENT DATE: 2023

COMPLETION DATE: 2027

DEPARTMENT: Public Works

DESCRIPTION: Purchase trees for Shade Tree plantings throughout the Borough.

FUNCTION: Open Space

FUNDING STATUS: Fully funded

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000

DETAILED EXPLANATION OF COST: Cost to purchase trees.

OPERATING BUDGET IMPACT: N/A

ALIGNMENT WITH STRATEGIC PLAN & CONSEQUENCE IF NOT APPROVED:

Yes, it supports the Open Space Plan that suggests acquiring and enhancing the borough's green spaces.

PHILIP GREEN PARK IMPROVEMENTS

COMMENCEMENT DATE: 2023

COMPLETION DATE: 2023

DEPARTMENT: Public Works

DESCRIPTION: Install fence between Philip Green Park and deep adjacent ravine. Install 2 benches, recycling & trash bins. Install park sign. Manage ravine and stream for invasives annually. Establish native riparian buffer along stream.

FUNCTION: Parks and Open Space

PROJECT/FUNDING STATUS: Has a concept plan. Received \$135,000 from DCNR grant. Awaiting further grants. Due to fiscal constraints, this project was pushed back to 2024.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	-	-	-	-	-	-
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	\$270,000	-	-	-	\$270,000
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	-	\$270,000	-	-	-	\$270,000

DETAILED EXPLANATION OF COST:

OPERATING BUDGET IMPACT: N/A

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED:

2009 Houtman/Philip Green Master Plan

STATE STREET PLANTERS

COMMENCEMENT DATE: 2024

COMPLETION DATE: 2027

DEPARTMENT: Public Works

DESCRIPTION: Plant State St. planters all four seasons.

FUNCTION: Parks & Open Space

PROJECT/FUNDING STATUS: Due to fiscal constraints, this project was not funded in 2023.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	-	\$20,000	\$20,000	\$20,000	\$20,000	\$80,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	-	\$20,000	\$20,000	\$20,000	\$20,000	\$80,000

DETAILED EXPLANATION OF COST: Est. cost: \$20,000

OPERATING BUDGET IMPACT: Annual

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED: N/A

BOROUGH ROADS, HIGHWAY AND INLET MAINTENANCE

COMMENCEMENT DATE: 2023**COMPLETION DATE:** 2027**DEPARTMENT:** Public Works

DESCRIPTION: This project is a “point & shoot” maintenance contract to fix sinkholes, street issues, small inlet and piping work. 2023 projects could include West and Front Streets pipe repair or Rt. 252 pipe repair.

FUNCTION: Roads**PROJECT/FUNDING STATUS:** Fully funded.**FUNDING SOURCES:**

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	\$75,000	\$50,000	\$50,000	\$50,000	\$50,000	\$275,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	\$75,000	\$50,000	\$50,000	\$50,000	\$50,000	\$275,000

DETAILED EXPLANATION OF COST: Est. \$50,000 per year.

OPERATING BUDGET IMPACT: Minimal – this contract is intended to support the public works department with supplemental support for specialty work.

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED:

BOROUGH SIDEWALK MAINTENANCE

COMMENCEMENT DATE: 2023

COMPLETION DATE: 2027

DEPARTMENT: Public Works

DESCRIPTION: The project is a "point & Shoot" maintenance contract for Borough owned sidewalks.

FUNCTION: Sidewalks

PROJECT/FUNDING STATUS: Due to fiscal constraints, the contract is funded at \$5,000 from 2023-2025 and \$25,000 thereafter.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	\$5,000	\$5,000	\$5,000	\$25,000	\$25,000	\$65,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-
Total	\$5,000	\$5,000	\$5,000	\$25,000	\$25,000	\$65,000

DETAILED EXPLANATION OF COST: Allocate \$25,000/year for this contract for any issues that arise.

OPERATING BUDGET IMPACT: Minimal-this contract intended to support the Public Works department with supplemental support for specialty work

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED:

Recreation

MEDIA YOUTH CENTER – IMPROVEMENTS TO BUILDING & GROUNDS

COMMENCEMENT DATE: 2027

COMPLETION DATE: TBD

DEPARTMENT: Recreation

DESCRIPTION: Work with Youth Center board to create a master plan for both the site and the building to optimize play and recreation and ecologically enhance the site with a goal of a totally green facility. Master plan complete by 2027.

FUNCTION: Parks & Open Space

PROJECT/FUNDING STATUS: Recommendation of 2021 Open Space Plan. No concept plan, no planning, no cost estimate.

FUNDING SOURCES:

	2023	2024	2025	2026	2027	Total
General Fund	-	-	-	-	-	-
Capital Reserve Fund	-	-	-	-	\$100,000	\$100,000
Liquid Fuels Fund	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Debt	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-
Unknown	-	-	-	-	-	-

DETAILED EXPLANATION OF COST:

Est. design & engineering: \$100,000

OPERATING BUDGET IMPACT: Unknown.

ALIGNMENT WITH PLAN & CONSEQUENCE IF NOT APPROVED:

2021 Open Space, Parks, Recreation and Bicycle Routes Plan