



City of Bristol, Virginia Capital Improvement Program

Introduction

One of the most important duties of a local government is capital improvement planning. A capital improvement program consists of two (2) components, the capital plan and the capital budget. The capital budget is an element of the locality's annual budget adoption process and details the upcoming year's planned expenditures for capital projects. This capital budget is based on the capital improvement plan. The plan is a listing of capital items that the locality anticipates undertaking within the next five (5) years. A capital item is any tangible asset or project with a total cost of \$5,000 or more and a useful life of longer than 1 year.

The Capital Improvement Program (CIP) for the City of Bristol, Virginia is intended to provide four (4) basic benefits:

- The CIP is a formal mechanism for decision making.
The CIP provides the City with an orderly process for planning and budgeting capital needs. It provides answers to such questions as what to build, when to build, and how much to spend.
- The CIP links the budgeting process to the City's long range planning process.
- The CIP is a financial management tool.
A capital improvement plan can easily be seen as a "wish list" for government spending. However, the capital budget component of the program requires prioritization of capital items based on estimates of revenue, possible financing mechanisms, available funding and existing debt. This ensures that the best use is made of financially constrained capital dollars.
- The CIP is a reporting tool.
The program provides a source of information for citizens and businesses alike to be informed about planned city expenditures and needs.

Organization

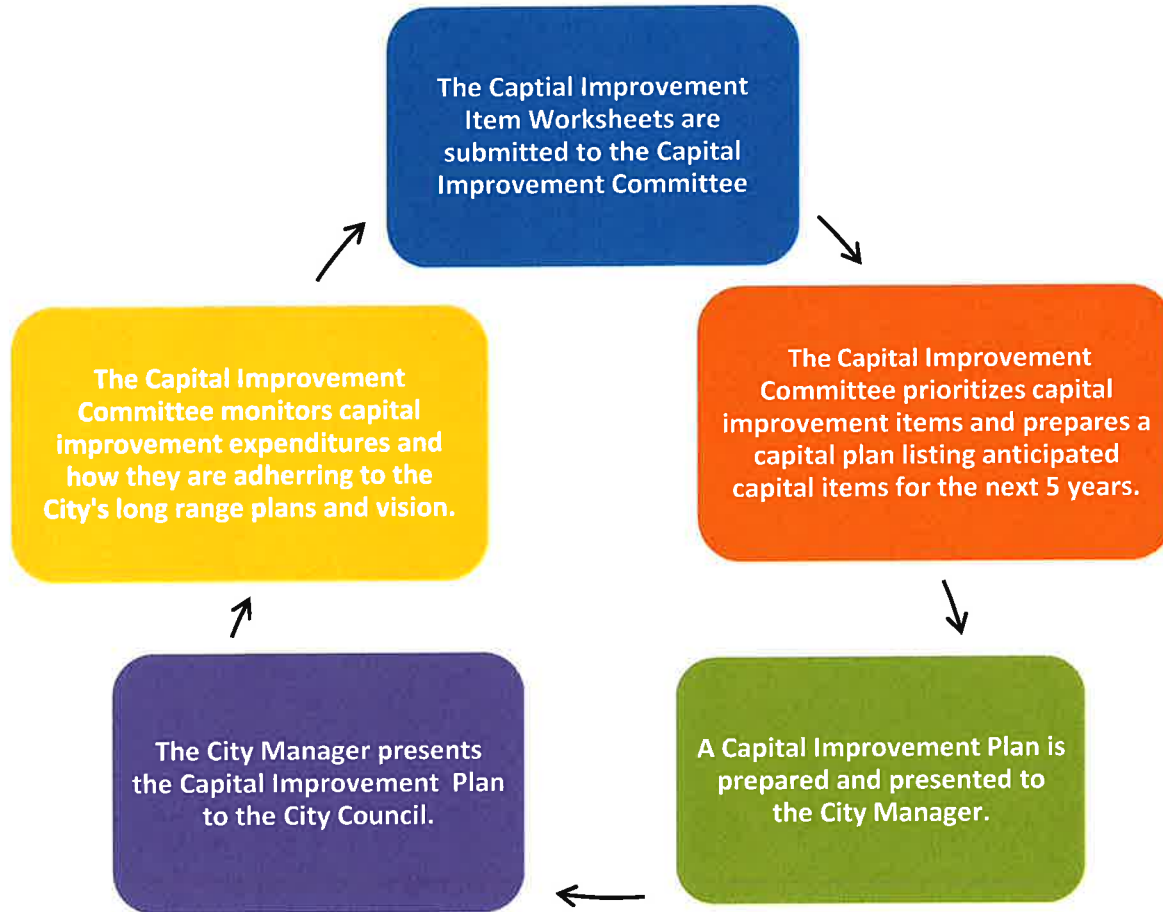
The Capital Improvement Program is composed of both process and format. A CIP committee will be formed. It will consist of the City Manager, Chief Financial Officer, Director of Public Works and other applicable City Staff. Each capital item to be included in the plan is sponsored by a department head and must be submitted to the CIP Committee with a valid Capital Improvement Item Worksheet. The worksheet provides details of the capital item to be purchased or the project to be undertaken. The Committee will convene to review the current year's capital budget, consider new capital item submissions, and discuss available funding. The Committee will update the capital improvement program as needed, which may include reprioritizing the capital items included in the plan, redistributing funding and adjusting delivery dates.

Following the work of the CIP Committee, the CIP will be submitted to the City Manager. The City Manager will review the plan and present it to the City Council.



City of Bristol, Virginia Capital Improvement Program

Capital Improvement Program Process





**City of Bristol, Virginia
Capital Improvement Program**

	ORIGINAL BUDGET FY21	FY22	FY23	FY24	FY25	FY26
Summary by Funding Source						
Transfers From The General Fund	468,084	942,000	1,480,000	1,680,000	1,680,000	1,680,000
State Funding	2,127,026	1,331,689	419,007	0	0	0
Federal Funding	7,064,106	5,184,020	6,285,285	5,283,176	1,512,500	0
Other Funding	0	0	0	0	0	0
Debt Funding	0	0	0	0	0	0
Capital Carryover Funding	0	0	0	0	0	0
Total Funding by Year	9,659,216	7,457,709	8,184,292	6,963,176	3,192,500	1,680,000
Summary by Function						
General Government Administration	0	0	0	55,300	0	0
Public Safety	60,000	429,884	895,714	593,665	30,000	30,000
Public Works	0	0	0	286,700	0	0
Parks & Recreation	0	0	0	46,760	0	0
Community & Economic Development	0	0	0	0	0	0
Transit	0	0	0	0	0	0
Infrastructure	9,289,216	6,585,825	6,774,292	5,353,176	1,582,500	70,000
Vehicle Replacment	310,000	442,000	480,000	480,000	480,000	480,000
Reserve	0	0	34,286	147,575	1,100,000	1,100,000
Total CIP	9,659,216	7,457,709	8,184,292	6,963,176	3,192,500	1,680,000



**City of Bristol, Virginia
Capital Improvement Program**

LOCAL FUNDING PLAN						
	FY21	FY22	FY23	FY24	FY25	FY26
Local Capital	158,084	500,000	1,000,000	1,200,000	1,200,000	1,200,000
Local Vehicle	310,000	442,000	480,000	480,000	480,000	480,000
Total	468,084	942,000	1,480,000	1,680,000	1,680,000	1,680,000
% of General Fund	0.90%	1.75%	2.74%	3.12%	3.12%	3.12%
Budget Increase from PY		473,916	538,000	200,000	0	0



**City of Bristol, Virginia
Capital Improvement Program**

FULLY FUNDED INFRASTRUCTURE PROJECTS							
	FY21	FY22	FY23	FY24	FY25	FY26	Total
State Funds	2,127,026	1,331,689	419,007	0	0	0	3,877,722
Federal Funds	7,064,106	5,184,020	6,285,285	5,283,176	1,512,500	0	25,329,087
							0
Total Revenue	9,191,132	6,515,709	6,704,292	5,283,176	1,512,500	0	29,206,809
Project Costs							
Lee Highway Project Phase 1B	5,647,315	3,816,800	1,272,267	0	0	0	10,736,382
Bonham Road/Paulena Dr. Sidewalk	773,368	123,350	0	0	0	0	896,718
Lee Hwy-Old Airport Intersection	306,647	150,000	417,025	2,525,906	0	0	3,399,578
Euclid-Bob Morrison Signal w/Ped	416,348	395,198	0	0	0	0	811,546
Lee Hwy Shared Use Path-Overhill to Clover	192,916	0	275,000	0	0	0	467,916
Fairview St. Bridge Improvements	267,153	238,100	0	0	0	0	505,253
Goodson St. Bridge Replacement	392,850	370,000	1,630,000	0	0	0	2,392,850
Oak St. Bridge	482,512	470,000	1,130,000	1,400,000	0	0	3,482,512
Martin Luther King Bridge - Rehab	712,023	170,000	1,980,000	0	0	0	2,862,023
Old Airport Sidewalk	0	0	0	44,770	0	0	44,770
Bonham Road Shared Use Path	0	638,287	0	0	0	0	638,287
State-Piedmont Pedestrian Heads	0	143,974	0	0	0	0	143,974
Euclid Ave-Lee Hwy Roundabout	0	0	0	1,312,500	1,512,500	0	2,825,000
Total Projects	9,191,132	6,515,709	6,704,292	5,283,176	1,512,500	0	29,206,809

SUMMARY OF APPROVED CAPITAL REQUESTS			
PLAN FY 2022-2026			
LOCAL FUNDS			
DEPT #	DEPARTMENT NAME	DESCRIPTION	LOCAL \$
41010	STREETS	DRAINAGE IMPROVEMENTS	30,000
95000	ROAD PROJECTS	MATCH FOR ROAD/BRIDGE PROJECTS	40,116
32010	FIRE DEPT	PPE	30,000
33010	SHERIFF	JAIL PLUMBING	160,000
33010	SHERIFF	HVAC JAIL	239,884
TOTAL FY22			500,000
41010	STREETS	DRAINAGE IMPROVEMENTS	30,000
95000	ROAD PROJECTS	MATCH FOR ROAD/BRIDGE PROJECTS	40,000
32010	FIRE DEPT	PPE	30,000
33010	SHERIFF	HVAC JAIL	260,116
33010	SHERIFF	REC YARD COVER	350,000
31010	POLICE	PORTABLE RADIOS	41,290
33010	SHERIFF	JAIL KITCHEN UPDATE	35,608
33010	SHERIFF	WALK-IN REFRIGERATOR	6,875
33010	SHERIFF	JAIL LIGHTING	15,000
33010	SHERIFF	BODY SCANNER	141,825
33010	SHERIFF	ROOF VENTS-EXHAUST FAN	15,000
TOTAL FY23			965,714
41010	STREETS	DRAINAGE IMPROVEMENTS	30,000
95000	ROAD PROJECTS	MATCH FOR ROAD/BRIDGE PROJECTS	40,000
32010	FIRE DEPT	PPE	30,000
33010	SHERIFF	SKYWATCH	197,549
33010	SHERIFF	INTERCOM	10,263
33010	SHERIFF	COOLER/FREEZER ROOF	8,300
41010	PUBLIC WORKS	SOFTBALL UPGRADE AND RELOC	80,000
41010	PUBLIC WORKS	SOFTBALL BLEACHER REPLACEMENT	48,000
32010	FIRE	STORAGE BUILDING	
33010	SHERIFF	ROOF COPING	21,000
32010	FIRE	STATION 1 FACILITY	
41010	PUBLIC WORKS	ANIMAL SHELTER PAVING	70,000
33010	SHERIFF	LAUNDRY ROOM	16,453
31010	POLICE	TRAINING KITS	32,600
41010	PUBLIC WORKS	CITY HALL SECURITY	20,000
33010	SHERIFF	KITCHEN A/C	17,500
13010	ELECTORAL BOARD	OFFICE MODIFICATIONS	
32010	FIRE	ALERTING SYSTEM	200,000
41010	PUBLIC WORKS	PW STORAGE FACILITY ROOF	68,700
12095	INFORMATION TECH	POWER MANAGEMENT	25,600
71030	P&R PROG	SUGAR HOLLOW SCOREBOARDS	11,030
71030	P&R PROG	SUGAR HOLLOW SCOREBOARDS	22,170
32010	FIRE	STATION 2 FACILITY	
12095	INFORMATION TECH	IT VEHICLE	29,700
21035	JASP	OFFICE SPACE	
71030	P&R PROG	BACKSTOPS AND PADDING	13,560
32010	FIRE	STATION 3 FACILITY	
32010	FIRE	WINDOW REPLACEMENT	20,000
32010	FIRE	KITCHEN REMODEL	40,000
TOTAL FY24			1,052,425
41010	STREETS	DRAINAGE IMPROVEMENTS	30,000
95000	ROAD PROJECTS	MATCH FOR ROAD/BRIDGE PROJECTS	40,000
32010	FIRE DEPT	PPE	30,000
TOTAL FY25			100,000
41010	STREETS	DRAINAGE IMPROVEMENTS	30,000
95000	ROAD PROJECTS	MATCH FOR ROAD/BRIDGE PROJECTS	40,000
32010	FIRE DEPT	PPE	30,000
TOTAL FY26			100,000
TOTAL			2,718,139