



*Council Approved*  
 Fiscal Years 2013-2017  
**Capital Improvement Plan**  
*In-Brief*  
[www.hampton.gov/budget/](http://www.hampton.gov/budget/)

**Fiscal Years 2013-2017 Expenditure Categories:**

Education	\$37,283,020
Hampton's Waterways	19,070,000
Maintenance of Public Properties and Performance Support	49,073,000
Master Plans	10,250,000
Neighborhood Support	2,835,500
New Facilities	3,000,000
Other CIP Projects	6,514,289
Streets and Infrastructure	<u>26,203,359</u>
<b>Grand Total: Expenditure Categories</b>	<b><u>\$154,229,168</u></b>

**Fiscal Years 2013-2017 Revenue Sources:**

<b>General Fund Revenues</b>	
General Fund Balance Transfer	\$11,200,000
General Fund Operating Revenues	19,868,681
Urban Maintenance Contribution	<u>24,477,359</u>
Total: General Fund Revenues	55,546,040
<b>Other Revenues</b>	
Economic Development Fund	250,000
General Obligation Bond Proceeds	15,000,000
General Obligation Bond Proceeds ~ Schools	36,437,500
Stormwater Fund	17,370,000
Urban Development Action Grant Funds	152,628
Wastewater Fund	<u>29,473,000</u>
Total: Other Revenues	<u>98,683,128</u>
<b>Grand Total: Revenue Sources</b>	<b><u>\$154,229,168</u></b>

**Hampton City Council**

Hon. Molly J. Ward, Mayor  
 Hon. George E. Wallace, Vice-Mayor

**Council Members**

Hon. Ross A. Kearney, II  
 Hon. Will J. Moffett  
 Hon. Joseph H. Spencer, II  
 Hon. Christopher G. Stuart  
 Hon. Donnie R. Tuck

Mary B. Bunting  
*City Manager*

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**Interested in proposing a new project or learning about the status of an existing project? Call 311.**

# General Overview

## *What is a Capital Improvement Plan? A Project?*

The Capital Improvement Plan (CIP) is a five-year expenditure plan to finance the acquisition of property and equipment and to fund new construction and other major improvements to existing public facilities. Each locality establishes its own criteria for capital projects. The City of Hampton's criterion for a capital project is that it must have a cost in excess of \$50,000 and a life expectancy of at least five years.

## *Objectives of the Capital Improvement Plan*

The objectives of the Capital Improvement Plan serve to:

- Execute projects that support the City of Hampton's Community Plan and sustain Hampton's vision of making our community the "most livable community in Virginia." The Hampton Community Plan can be accessed on the internet at [www.hampton.gov/community-plan/](http://www.hampton.gov/community-plan/) under the "Community Plan" section.
- Prepare the Capital Budget component of the Manager's Recommended Budget, which will subsequently become the Council Approved Budget. The CIP serves as one of many planning tools used during the budget development process.
- Protect the City's bond rating by ensuring that conservative fiscal parameters are exercised when scheduling and implementing projects.
- Balance the City's need for new and/or enhanced economic development with existing development and capital renewal needs.
- Address and implement critical initiatives outlined in the Council Approved Strategic Area Master Plans which can be accessed on the internet at [www.hampton.gov/community-plan/](http://www.hampton.gov/community-plan/) under the "Strategic Master Plans" section.
- Merge the Hampton City Schools' capital improvement plans with the City's process.

## *Development Process*

The annual development process commences with reviewing and analyzing submitted funding requests. Suggested funding requests come from a variety of sources such as City departments, City Council, citizen groups and local business communities (referred to as business improvement districts [BIDs] in the City of Hampton). It is recommended that project submissions from citizen groups and BIDs be submitted through and advocated by a City department to ensure the required due diligence is performed (i.e. feasibility study and cost analysis). At the conclusion of the review process, the CIP Committee meetings commence.

The CIP Committee is comprised of Assistant City Managers, Director of the Office of Budget and Management Analysis, Director of Economic Development, Director of Finance, Director of Community Development, Director of Public Works, Debt Manager, a Hampton City Schools' representative and the CIP Coordinator. Over several months, the CIP Committee takes the steps listed below, in general terms, to develop a proposed plan.

- Ensure the relevancy of the current year's projects in light of any recent developments and adjust where necessary.

## ***Development Process (Cont'd)***

- Review and categorize all new requests into one of the ten expenditure categories which are then ranked based on an established set of criteria (i.e. legal requirements; investments in maintaining current assets; strategic investments; implementation of Community Plan and expansion of current service delivery).
- Review the list of previously submitted unfunded projects to determine their relevancy and if any can now be considered for funding.
- Review and confirm various revenue sources available.

Community educational forums and 'citizen chats' are also held during the CIP development process and prior to any public hearings. These events provide the community with an opportunity to learn about the process and communicate their priorities, values and concerns for various project areas. The feedback received from the community is weighed during the CIP development process.

Once the CIP Committee has reached a consensus on a proposed Plan, yearly revenue and expenditure schedules are developed for each project. The Committee also determines whether the proposed Plan is in compliance with the City's Council Approved Financial Policies as it relates to debt capacity and affordability. The proposed Plan is presented to the public and each of the governing bodies (Planning Commission and the City Council) at their respective public hearings. Only the City Council has the authority to approve a balanced five-year Plan, either "as presented" or "with modifications." This action occurs prior to the April 15<sup>th</sup> submission of the Manager's Recommended Budget to the City Council. The first year of the approved five-year plan is then incorporated in the Manager's Recommended Budget as the Capital Budget component. The remaining years of the five-year plan are referenced to as "planned years." At the beginning of each planning cycle, one year is added so that the plan remains a "five-year" plan.

## **Revenue Sources**

Each project is funded by one or more revenue source. Revenues that the City of Hampton utilizes come from several sources and are generally grouped into one of the following four categories: federal and state government revenues, General Obligation Bond Proceeds, dedicated taxes and fees and contributions from the General Fund.

**Federal and State Government** revenues are typically one-time and dedicated for specific types of projects such as street and road improvements. On occasion, a cash match may be required from the City.

**General Obligation Bond Proceeds** are revenues received from municipal bonds which are used to fund major one-time-only capital expenditures and limits the amount of public funds designated for new projects/construction. The level of debt that the City of Hampton can incur is governed by the Council approved Financial Policies.

**Dedicated Taxes and Fees** are revenues received from certain taxes and fees, as well as land sales, to fund specific projects.

**Contributions from the General Fund**, which is the City's major Fund used to account for all financial resources not accounted for in any other Fund, generally support maintenance-type projects and one-time-only capital expenditures.

## Expenditure Categories

Each capital improvement project falls into one of the following ten broad expenditure categories depending upon the nature of the project. Brief descriptions of these categories are listed below.

1. The **Education** project category includes funding to support site improvements at Thomas Nelson Community College (TNCC) and assist Hampton City Schools with routine maintenance and various renovation projects.
2. The **Hampton's Waterways** project category includes improvements to and maintenance of the various waterways located in the City.
3. The **Maintenance of Public Properties and Performance Support** project category includes maintenance and/or major improvements, including construction, to existing public facilities and properties.
4. The **Master Plans** project category includes projects that implement the Community Plan through various strategic investments.
5. The **Neighborhood Support** project category includes projects that improve the quality of neighborhoods through the acquisition and demolition of blighted properties and the grant-matched neighborhood improvement program.
6. The **New Facilities** project category encompasses construction projects for all new public facilities.
7. The **Other CIP Projects** category includes projects that do not fit within the other expenditure categories such as "Contingency," which covers cost overruns for previously approved General Fund capital projects.
8. The **Other Economic Development Support** project category includes projects that provide indirect aid and support to improve/increase the City's economic base.
9. The **Public Safety** project category includes items specific to service delivery of the City's public safety departments.
10. The **Streets and Infrastructure** project category includes resurfacing and maintenance of streets, roads and sidewalks. A tentative street resurfacing plan is developed annually by the City's Department of Public Works and is published on their website at [www.hampton.gov/publicworks](http://www.hampton.gov/publicworks) under the "What's New" section.

## Capital Budget Revenues for Fiscal Year 2013

### General Fund Revenues

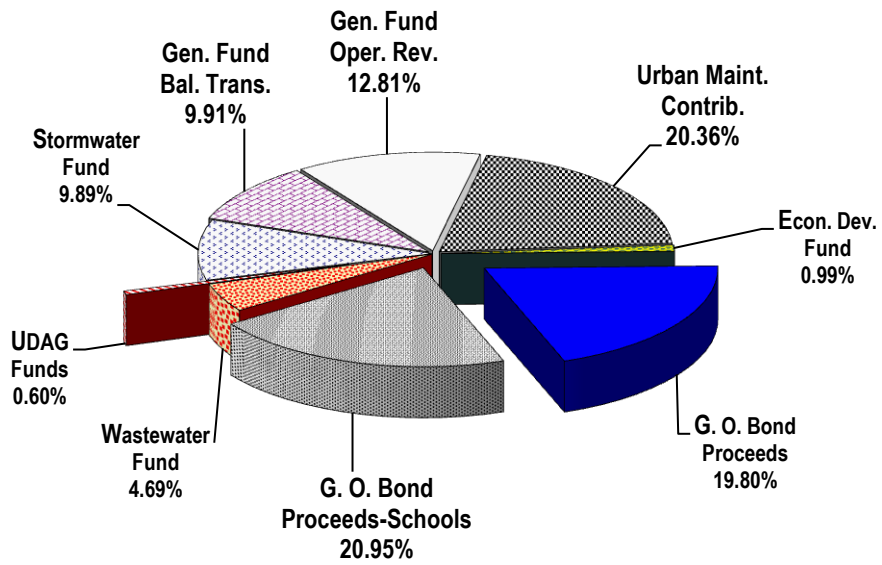
General Fund Balance Transfer	\$2,500,000
General Fund Operating Revenues	3,232,265
Urban Maintenance Contribution	<u>5,138,774</u>
Total: General Fund Revenues	10,871,039

### Other Revenues

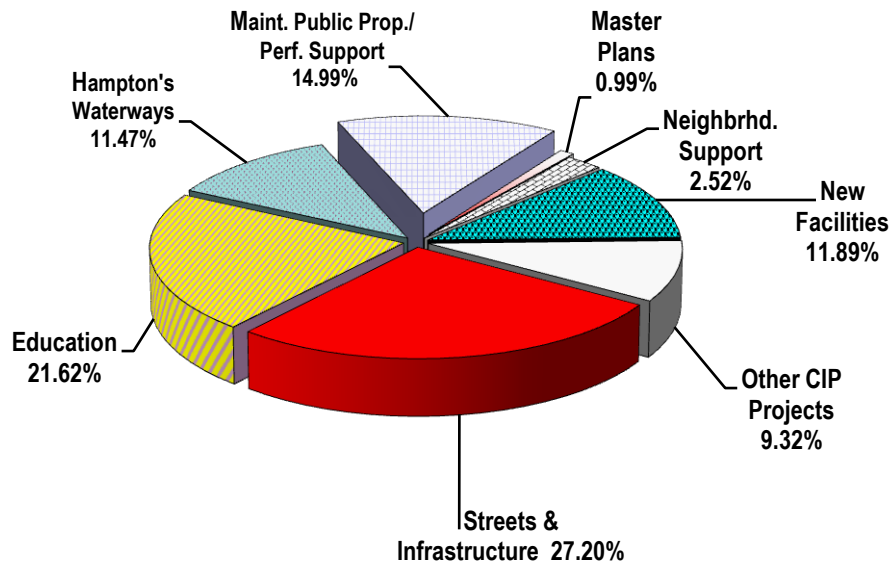
Economic Development	250,000
General Obligation Bond Proceeds	5,000,000
General Obligation Bond Proceeds ~ Schools	5,287,500
Stormwater Fund	2,495,000
Urban Development Action Grant (UDAG) Funds	152,628
Wastewater Fund	<u>1,183,000</u>
Total: Other Revenues	<u>14,368,128</u>

<b>Grand Total ~ Revenues</b>	<b>\$25,239,167</b>
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## Fiscal Year 2013 Revenue Graph



## Fiscal Year 2013 Expenditure Graph



## Capital Budget Expenditures for Fiscal Year 2013

### EDUCATION

#### Hampton City Schools Maintenance Projects

General Maintenance Projects .....	\$2,387,500
School Investment Panel Improvement .....	2,900,000

Assist Hampton City School's with general maintenance and renovation projects which may include replacing roofs, HVAC units, boilers, fire alarm systems and refurbishing hallways, restrooms classrooms and auditoriums.

<u>Thomas Nelson Community College (TNCC) Site Improvements</u> .....	169,104
Contribution to the site improvements at Thomas Nelson Community College (TNCC).	

### HAMPTON'S WATERWAYS

<u>Chesapeake Bay Total Maximum Daily Load (TMDL)</u> .....	1,000,000
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A series of projects that will assist the City in meeting the Chesapeake Bay Total Maximum Daily Load (TMDL) as mandated by the Environmental Protection Agency (EPA) and Virginia Department of Conservation and Recreation (DCR). Results from various watershed studies will be utilized to determine the location and type of stormwater Best Management Practices [BMPs] (i.e. bioretention, wet ponds, etc.) to be installed/retrofitted.

<u>Implementation Study</u> .....	100,000
Fund various waterway studies.	

<u>Neighborhood Stormwater Improvements</u> .....	585,000
Construct drainage improvements in existing residential neighborhoods to facilitate proper drainage of runoff from public streets and/or to improve maintenance of street infrastructure that would improve drainage.	

<u>Salt Ponds Dredging and Waterways Projects</u> .....	1,210,000
Maintenance dredging which is required at scheduled intervals to mitigate the deposit of silt. Funding is also included for LIDAR software and training; improved equipment for MS4 mandated debris removal and creation of wetland and natural area restoration.	

### MAINTENANCE OF PUBLIC PROPERTIES AND PERFORMANCE SUPPORT

<u>Building Maintenance</u> .....	1,000,000
Inspect, evaluate, design and repair or replace current major building systems and components to include HVAC, structural, electrical and plumbing in selected buildings. A sample of projects scheduled include: HVAC at Jail Annex RTU, North Phoebus Community Center and History Museum, roof replacement at General District Court, Circuit Court (2) and Facilities Warehouse; installation of new water service to Fleet Services and Public Works Operations, Darling Stadium fixture upgrades, electrical upgrades at Fire Stations 5 and 7; General District Court lighting and re-caulking of windows at the Rupert Sargeant building.	

<u>Hampton Supervisory Control and Data Acquisition (SCADA)</u> .....	1,183,000
A series of rehabilitation projects that will assist the City in meeting the requirements of the regional consent order mandated by the Department of Environmental Quality (DEQ). The rehabilitation plan will include upgrading and/or replacing portions of the sanitary sewer system. The first is Flow Area 208 (Claremont Area of Hampton), which is 1 of 83 flows basins that will need rehabilitation over the next 25 years.	

<u>Parks and Recreation Maintenance</u> .....	1,500,000
Annual maintenance to public recreational facilities such as parks; tennis and basketball courts; softball, football and soccer fields and school outdoor recreational facilities to reduce the rate of deterioration, ensure compliance with safety standards and prevent future costly repairs and upgrades.	

<u>Re-engineering Technology</u> .....	100,000
Funding pool for technological improvements necessary to implement recommendations made by re-engineering teams.	

## MASTER PLANS

**Butler Farm/Coliseum Infrastructure Study** ..... 250,000  
Engineering study to extend Coliseum Drive as a four-lane divided highway from Hampton Roads Center Parkway north to Butler Farm Road. The extension is critical to support future development opportunities in the area and improve the connection point into Coliseum Central from the adjacent corridors of Armistead Avenue and Magruder Boulevard.

## NEIGHBORHOOD SUPPORT

**Blighted Property Acquisition and Demolition** ..... 461,500  
Acquire and demolish strategic (and generally blighted) properties to control redevelopment and halt disinvestments in Hampton's neighborhoods. Funds supplement Community Development Block Grants (CDBG) which permits acquisitions to continue at an acceptable level and make possible acquisitions which are not CDBG eligible.

**Neighborhood Improvement Funding** ..... 174,000  
Fund neighborhood level public improvements such as parks and landscaping. Funds awarded by the Neighborhood Commission requires a 10% match. Neighborhoods must demonstrate the request is a high priority based on extensive public outreach and input process.

## NEW FACILITIES

**Animal Shelter** ..... 3,000,000  
Construct a 6,000 square foot shelter for animals that includes staff office space; HVAC systems and specialized plumbing; epoxy floors; noise reduction structure materials; specialized rooms to receive, quarantine and hold animals. The shelter will also have reception areas accessible to the public for the purpose of surrendering/adopting or retrieving animals that are recovered by animal control staff.

## OTHER CIP PROJECTS

**Contingency** ..... 290,000  
Funding source to cover cost overruns and change orders for previously approved General Fund projects that exceed original estimated cost due to increases in materials, labor, project delays, etc.

**Motorola Lease Payment** ..... 1,864,289  
Lease purchase payment for recently upgraded radio system which was acquired to conform to the Federal Communications Commission (FCC) recommended Project 25 (P25) standards.

**Strategic Property Acquisition** ..... 200,000  
Fund the acquisition of property in strategic areas of the City.

## STREETS AND INFRASTRUCTURE

**Armistead Avenue/LaSalle Avenue/Thomas Street Pedestrian Enhancements** ..... 300,000  
Improve pedestrian access between the Y. H. Thomas facility and the surrounding Hampton Roads Transit (HRT) bus stops. Enhancements will include the installation of accessible walkway paths, crosswalks and pedestrian lighting.

**Buckroe Avenue Reconstruction – Phase I** ..... 50,000  
Site design for the streetscape project along Buckroe Avenue from North First Street to North Mallory Street to include curbs and gutters, sidewalks, landscape verge, street fences and pedestrian lighting in phases. Paver crosswalks will be included at key intersections.

**Mallory Street Reconstruction** ..... 251,000  
Streetscape improvements along Mallory Street in keeping with those near the I-64 Interchange. The project will also include safety improvements at the intersection of Mercury Boulevard and Mallory Street.

**STREETS AND INFRASTRUCTURE (Cont'd)**

**Mercury Boulevard Reconstruction** ..... 375,000  
Continue landscaping and lighting treatment west of the Coliseum in the area from Coliseum Drive to Aberdeen Road, to include installation of missing sections of sidewalks, street trees in the medians or in the merge area and the addition of more decorative pedestrian-level lighting.

**North King Street – Phase 2** ..... 750,000  
Stub out West Little Back River Road and Mac Alva Drive to create a four-way intersection and include road and traffic upgrades to address the inefficient and unsafe movements at the intersection of North King Street and Little Back River Road. Additional improvements will occur down East Little Back River Road.

**Street Resurfacing Program** ..... 5,138,774  
Resurface and/or reconstruct arterial and residential streets throughout the City. A tentative street resurfacing plan is developed annually by the Department of Public Works and posted on their website at [www.hampton.gov/publicworks](http://www.hampton.gov/publicworks) under the “*What’s New*” section.

**Total Expenditures**      \$25,239,167



**ADDITIONAL INFORMATION**

The Council Approved Fiscal Years 2013-2017 Capital Improvement Plan-*In Brief* is located on-line at <http://www.hampton.gov/budget/>.

The document is also available at the following City of Hampton public library locations:

- Main Branch Library, 4207 Victoria Blvd., (757) 727-1154
- Northampton Branch Library, 936 Big Bethel Road, (757) 825-4558
- Phoebus Branch Library, One South Mallory Street, (757) 727-1149
- Willow Oaks Branch Library, 227 Fox Hill Road, (757) 850-5114

Additional copies (a maximum of three per person) can be obtained free of charge from the Office of Budget and Management Analysis, City Hall, 7<sup>th</sup> Floor, 22 Lincoln Street, Hampton, Virginia 23669.

**Notes:** \_\_\_\_\_  
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