

# LEBANON

M I S S O U R I

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City of Lebanon Capital Improvement Plan  
FY 2020 - 2024



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# Welcome

## Message from the Assistant City Administrator

Lebanon is one of the finest small cities in all of the Ozarks. Being a full-service community that has over 150 years of history, a storied connection to Route 66, a historic downtown, and a strong manufacturing base, Lebanon is a great community in which to live, work, and play. However, the assets and infrastructure that made Lebanon successful now are aging and require replacement and maintenance. Growing business needs and citizen expectations drive the creation of new facilities and services and upgrades to existing offerings. Capital improvements are a key responsibility of the City and allow for the attraction and retention of businesses while providing for public safety, recreation, and enhanced citizen services.

The purpose of this five year Capital Improvement Plan is to identify and provide a means to address growing civic needs through a standardized, annual process that involves not only City staff, but also elected officials and the public at large. The CIP serves as a critical layer of transparency for residents concerned with how their tax dollars are spent. As projects are identified, developed, and eventually incorporated into the City Budget, citizens and elected officials alike are able to observe and interact with this process, ensuring that projects are responsibly funded and properly executed.

This year's CIP represents another step forward in the construction of the document. Last year this document moved 100% digital. As such, detailed indices are no longer required due to the ability to digitally search the entire document.

City staff is constantly striving to improve this document and to increase the level of public participation in its creation. Along with the City Budget, the CIP is one of the primary tools for the City to articulate its needs and plans to Lebanon's residents. Staff is dedicated to developing a plan that focuses on the essentials of providing the very best services and infrastructure to our citizens, industries, and local businesses.

As always, please feel free to contact me or any of our other staff members with questions, concerns, or suggestions for this document. This plan is only improved through an open and engaged dialogue with the people it is meant to serve.

Sincerely,



Benjamin DeClue  
Assistant City Administrator



# Introduction

## Executive Summary

Local governments today face many challenges, but none more daunting than the management of increasing infrastructure and equipment needs in the face of declining or flat revenues. In order to be good stewards of the public's trust and tax dollars, well-managed cities look to the future and attempt to anticipate needs over a long period of time to ensure that tax dollars are spent in a prudent, but timely manner, so as to maximize their value. This annual long term planning process becomes the city's Capital Improvement Plan (CIP). The FY 2020-2024 CIP is an overview of the needs for infrastructure, public safety, parks, public facilities, and other improvements which make significant contributions to the community's livability.

The CIP sets forth a systematic means to address the need to maintain, upgrade, and replace components of the City of Lebanon's infrastructure. This plan is the result of various processes and incorporates input from the public, elected officials, appointed boards, and various staff. As one of the primary City planning documents, the CIP serves as an inventory of recommended future projects (i.e. street maintenance and storm water control) and major purchases (i.e. vehicles and facilities) which the City uses to support its services and programs. The projects and acquisitions contained in this plan are not approved for execution or implementation; rather they represent an articulation of needs as seen by City staff. Prior to undertaking any project or purchase in the CIP, staff submits each project to the city council for inclusion in the City Budget. Any project appearing in the budget is then purchased according to the requirements of the City Purchasing Policy.

## Introduction

The Capital Improvement Plan (CIP) is a guide encompassing the new and continuing capital improvement needs of the City. Outlined in the CIP is a schedule of capital improvement projects and financial resources for the plan's five-year horizon. The CIP sets forth proposed expenditures for systematically constructing, maintaining, upgrading, and replacing the physical infrastructure necessary for continuing operations and providing city services. Throughout the process of formulating the CIP, needs are evaluated, improvement projects and asset acquisition examined and prioritized, and costs estimated, allowing the City look for ways to maximize leverage of funds through partnerships with local, state and federal agencies. The CIP is reviewed annually to maintain visibility and allow for the adjustments to be made in the plans due to changes in priority as well as shifts in the fiscal environment.

A CIP provides many benefits including:

- Allowing a systematic evaluation of all potential projects at the same time
- The ability to stabilize debt and consolidate projects to reduce borrowing costs
- Promoting a dialog with citizens both individual and corporate
- Serving as a public relations and economic development tool
- Creating opportunities for collaboration among other governmental units to realize cost savings for the taxpayers
- Aiding in grant funding opportunities
- A focus on preserving a governmental entity's infrastructure while ensuring the efficient use of public funds

# Introduction

## Types of Capital Improvements

- Major building additions and remodeling
- Electrical distribution lines
- Substation upgrade
- Park land and development
- Wastewater treatment plants
- Sewer mains
- Stormwater sewers
- Street construction projects
- Traffic signals
- Computer systems and network infrastructure
- Water mains
- Water towers and wells
- New building construction
- Land purchases
- Equipment purchases
- Vehicles, including fire trucks, police cars, utility vans, and more

## Why the City of Lebanon is Developing a CIP

City staff has worked to develop this document in order to identify the needs of departments and divisions as well as the citizens. The CIP is developed to help guide the governing body's discussions of community needs and create an effective communication tool for project forecasting.

Additional reasons to create a CIP are:

- Facilitate coordination between capital needs and the operating budgets.
- Enhance the community's credit rating, control of its tax rate, and avoids sudden changes in its debt service requirements.
- Identify the most economical means of financing capital projects.
- Increasing opportunities for obtaining federal and state aid.
- Relating public facilities to other public and private development and redevelopment policies and plans.
- Focusing attention on community objectives and fiscal capacity.
- Keeping the public informed about future needs and projects.
- Coordinating activities among neighboring governmental units to reduce duplication.
- Encouraging careful project planning and design to avoid costly mistakes and help the community reach desired goals.

# Introduction

## City of Lebanon's Strategy for The Capital Improvement Program

In creating the CIP the City must endeavor to balance its resources among previously committed projects, major reconstruction, maintenance needs, and new projects. The capital improvements program was formulated with various obligations in mind, including debt service requirements, federal and state mandates, and cooperative funding agreements. Funding decisions in the CIP are based on need as reflected in infrastructure condition assessments and growth patterns, with an additional effort made to complete projects begun in previous years.

Once previous obligations have been addressed, the remaining resources are divided among maintenance, rehabilitation and new construction. Maintenance projects undertaken through the CIP include the large annual projects necessary to ensure that existing infrastructure does not deteriorate and remains in a usable state. Rehabilitation projects are initiated in those cases when infrastructure has experienced measurable deterioration but is safer or more economical to rebuild. Finally, meeting the development or redevelopment needs of the community necessitate the addition of capital infrastructure to the City systems. The result of the staff's effort to balance these factors over the next five years is represented in this document. To determine additional needs the budget team will solicit, compile and evaluate project requests from each department through submittal of a request which include a statement of the need and justification for the project, its costs, and its net effect on the operating budget over the projects lifetime, and an implementation schedule. Annual updating of this plan involves repeating the above steps to reflect new information, policies and proposed projects. The affected departments review and revise the entire program as necessary to reflect the most recent determination of need for equipment, maintenance of equipment, and the town's social and environmental conditions. Where possible, capital improvement projects are those which have a long useful life, benefit the City as a whole, maintain or increase the citizen's quality of life and either protect or have no adverse impact on the environment.

## Funding the Capital Improvement Program

This CIP contains nearly 300 capital projects totaling \$59,017,313 million dollars between FY 2020 and FY 2024. A variety of instruments are used to finance these projects. Capital projects and acquisitions featured in the Fiscal Year 2019 Budget do not appear in this CIP document as this is planning and forecasting tool rather than an operational or allocation device. Current fiscal year capital improvements are best discussed in the context of the budget rather than the intermediate and longer term horizon of the CIP. The Capital Improvement sales tax generates approximately \$1.7m annually, funding a significant portion of non-utility capital requests. User fees and rates tend to be a significant source of funding for Lebanon's CIP as well. Over the next five (5) fiscal years enterprise revenues are proposed to provide sixty-seven percent (67%) of the funds for the CIP. These funds are generated through such municipal enterprise activities as water, sewer, electric, and fiber operations.

The general fund, grants, partnerships with special taxing districts, and other funds round out the funding sources for the CIP.

Examples of funding sources include the following:

**Business License Tax** – In 1976, the City of Lebanon authorized the creation of a Special Business District for its downtown area. In addition to a special property tax levy, eligible businesses within the district pay a \$50 business license tax annually.

**Capital Improvement Tax** - The voters of Lebanon elected to impose a local sales tax to establish and cover multi-year expenditures of major capital projects and expenditures for all general government programs. Since the sales tax is tied to the spending habits of local consumers it is subject to the local

# Introduction

economic conditions affecting local residents. This tax will sunset in 2020 unless an extension is approved by the voters.

**Community Development Block Grant (CDBG)** — Funds received through the CDBG program are awarded to cities for projects meeting at least one of the following federally mandated criteria, of primarily benefiting those of low-to-moderate income. The program offers grants to communities to improve local facilities, address critical health and safety concerns, and develop a greater capacity for growth. Funds are offered for projects that can range from housing and street repairs to industrial loans and job training.

**COP (Certificate of Participation) Bond** - A type of financing where an investor purchases a share of the lease revenues of a program rather than the bond being secured by those revenues. The authority usually uses the proceeds to construct a facility that is leased to the municipality, releasing the municipality from restrictions on the amount of debt that they can incur.

**Debt Financing** -- Improvements to major streets, bridges, parks, and public facilities are primarily reliant on tax revenue to support payback of General Obligation (GO) bonds, Certificates of Participation (COPS) and Revenue bonds, while some projects are backed by other revenue sources. General Obligation bonds provide debt financing not only for property tax-funded projects but also for capital improvement projects where debt service payments are paid by City enterprises (such as Water, Electric, or Stormwater), and special assessments. The interest rates on issued debt and the cost for construction can change substantially due to economic variables and both have a major effect on the costs associated with the CIP projects.

**Department of Natural Resources-** The Missouri Department of Natural Resources offers numerous opportunities for financial assistance including tax credits and exemptions, loans and grants. These opportunities are available for private individuals, communities, organizations and companies. Assistance can range from help in rehabilitating a historic building or building an erosion-control structure, to building sewer and water systems and cleaning up leaking underground storage tanks.

**Enterprise Revenues** — these funds are derived from fees and charges for services provided by operations of the utilities, and are used to fund daily operations and provide resources for debt service and pay-as-you-go capital improvements only to enterprise facilities. Budget and accounting units are created for particular purposes, such as water and sewer or other self-sustaining operations, to separate the revenue and financial control of such operations from the General Fund.

**Missouri Department of Transportation Enhancement Program**— these are matching grants offered by the State Highway Commission to create multi-modal transportation opportunities in selected communities.

**Missouri State Gasoline Sales Tax** – The State of Missouri approved an additional gasoline sales tax of which a portion is returned to the City.

**Motor Vehicle Sales Tax** - The City receives funds through a Motor Vehicle Sales Tax and uses it to fund street maintenance activities. These funds are distributed to the City by the Missouri Department of Revenue. Fifty percent of the proceeds from the 3 percent State Motor Vehicle Sales Tax revenues is dedicated to highway and transportation use and is apportioned between cities, counties, and state as follows: ten percent (10%) to counties, fifteen percent (15%) to cities with allocation based on population from the last federal decennial census, two percent (2%) to the state transportation fund, and seventy-three percent (73%) to the state road fund.

**Motor Vehicle Tax-** In addition to Motor Vehicle Sales Tax the City and County receives a distribution from increases in the state motor vehicle fees. The Motor Vehicle Fee Increase is state license fees and taxes on motor vehicles that have been increased by law since 1979. The amount distributed is

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similar to the Motor Vehicle Sales Tax. These revenue sources are somewhat volatile with new and used car sales activity.

**Park Tax** – A portion of the local property tax is earmarked for the maintenance and enhancement of the City’s park system.

**Property Tax Collections** - The valuation affects City’s capacity to fund projects, and it is important that the City realizes reasonable valuation growth in the future. The weakened housing market, coupled with other local economic factors, has resulted in flat assessed valuation. Funds impacted by this are the General and Park funds.

**Surface Transportation Program**— Statewide Transportation Improvement Program (STIP) prepared annually, sets forth the specific construction projects the Missouri Department of Transportation MODOT will undertake in the next five years. It covers highways and bridges, transit, aviation, rail, waterways, enhancements and other projects.

**Transportation Improvement Sales Tax** – The voters of Lebanon elected to impose a local, one half of one percent, sales tax for the purpose of carrying out the renovation, reconstruction and maintenance of existing city streets. As this revenue stream is tied to the local sales prevailing economic factors impacting local residents can affect collections. By state law monies collected by such a tax shall be appropriated and disbursed only for transportation purposes. This tax was approved for a ten (10) year renewal in November 2017 and will sunset January 01, 2029.

## Budget Terms Defined

**Budget:** An estimate of revenues and expenditures anticipated during a fiscal year and a summary of anticipate use of those revenues and expenditures.

**Capital Assets:** An asset with an anticipated life greater than one year and a minimum cost of one-thousand dollars (\$1,000).

**Capital Budget:** The City’s systematic plan for addressing new construction, major maintenance greater than one-thousand dollars (\$1,000) in a given fiscal year. Additional expenses can include the purchase and improvement of land and the acquisition of new buildings and facilities, or acquisition of longer lived, yet depreciable assets.

**Capital Improvements Project:** Is a project that may include the construction of new facilities, renovation of existing structures or facilities to extend useful life, and major repair of infrastructure such as streets or utility lines that is of a comprehensive and non-routine nature.

**Capital Improvement Plan:** A presentation of the City’s long and short-term projected capital improvement needs. The planning document is used by staff and the governing body to guide the discussion of current and intermediate term capital requirements.

**Enterprise Fund:** A fund in which operations are expected to fund operations in a manner similar to a private business enterprise. The costs of operating are expected to be financed on a continuing basis through user charges (rates) rather than through taxes.

**Infrastructure:** Capital assets which are immoveable and have value only to a governmental unit such as, roads, sidewalks, bridges, streetlights, parking lots, water, wastewater, fiber, and electrical systems.

**Operating Annual Expenditures:** Items required for the operation of the City departments in the provision of City services. Small tools and equipment less than or equal to one-thousand dollars

# Introduction

(\$1,000), the purchase of lower value Capital Assets and minor maintenance to existing buildings and facilities.

**Operating Budget:** The amount of monies the City allots annually to perform municipal functions.

## Conclusion

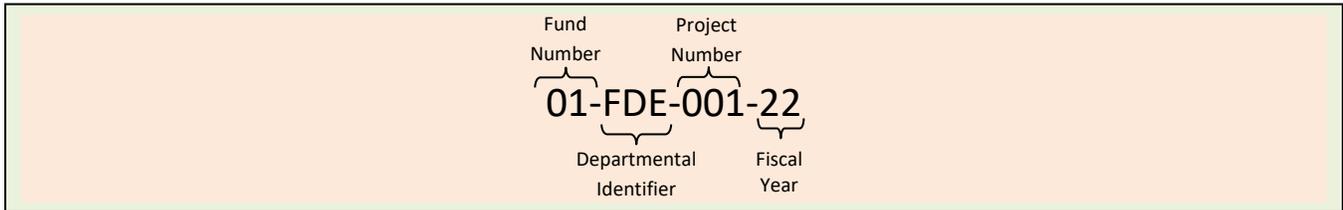
The Capital Improvement Plan is a five-year capital plan for infrastructure, parks, and facility improvements crucial to livability within the City. The purpose of instituting this annual capital review process is to provide the governing body and the community opportunities to discuss capital needs at the present and into the future. When building the CIP, staff concentrated on building upon core strategic priorities of the governing body and the community. Funds in the CIP are being allocated primarily in support of public safety operations and equipment, protecting the community's sizable investment in its road and utility networks provided recreational opportunities in park lands and recreational facilities, and assisting in creation of an environment conducive to economic development prospects. The annual nature of this process allows staff to review the appropriateness of various funding mechanisms discussed above. By adopting the CIP the governing body is only beginning a dialogue with staff and the community. Presentation of the CIP is the first step in the process. Projects are then reviewed by the council and adopted into the annual budget. The annual nature of the process allows for flexibility to alter courses of action in order to serve the needs of the community or respond to economic or other external issues which may impact the dynamics of any given project. As the year progresses, various fiscal, regulatory, or other external factors can necessitate changing the scope or even need of a project. This is one of the primary reasons adoption of a CIP is not unilateral spending approval to carry out a capital project.

# How to Use This Document

## Interpreting Projects

The project pages will be structured to provide information, both fiscal and factual about the project as well as contextualize the projected need for overall operations of the departments.

How to read a capital project number:



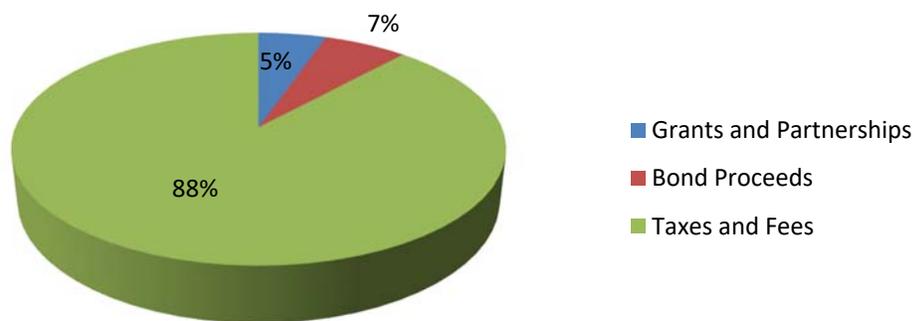
The fiscal year represents the first year work will occur on the project at the time of the project's inclusion in the CIP. This allows the reader to see projects that have been deferred over multiple years as well as projects that are ongoing or require multi-year phases.

Division Abbreviation	
APT	Floyd W. Jones Airport
CAO	City Administration
CBN	Community Buildings
CCC	Cowan Civic Center
CDC	Community Development and Compliance
DBD	Downtown Business District
EDC	Economic Development
ELF	Electric Division
ENV	Environmental Services (Formerly Stormwater, Water, Wastewater, and Wastewater Treatment)
FDE	Fire Department
FMS	Facility Management
FBR	Fiber
FIN	Finance Department
GFM	Garage and Warehouse
ITS	Information Technology
MCP	Municipal Court
MGB	Mayor and City Council
MLT	Multi-Department Project
OCC	Office of the City Clerk
PDA	Police Department and Animal Control
PKD	Parks
STR	Street Division
TRM	Tourism

# Summary Information

Division	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
Airport	\$1,966,000	\$420,000	\$64,800	\$683,500	\$12,000	\$3,146,300
City Administration	\$25,000	\$2,500				\$27,500
CCC/Fairgrounds	\$2,024,000	\$355,000	\$347,000	\$36,000	\$30,000	\$2,772,000
Community Development	\$20,000		\$20,000	\$5,000		\$45,000
Downtown Business District	\$140,000	\$12,000	\$20,000	\$12,000	\$16,000	\$200,000
Electric	\$5,385,666	\$6,676,666	\$6,441,666	\$2,100,000	\$2,210,000	\$22,813,998
Environmental Services	\$8,942,500	\$2,378,500	\$2,007,500	\$1,895,500	\$1,481,500	\$16,705,500
Finance		\$3,000				\$3,000
Fire	\$124,000	\$211,700	\$152,500	\$2,831,500	\$45,500	\$3,365,200
Facilities Management	\$107,000	\$38,000	\$59,500	\$110,500	\$43,000	\$358,000
Garage and Warehouse	\$70,000	\$33,800	\$51,000	\$7,000	\$5,000	\$166,800
Information Technology	\$105,500	\$70,000	\$3,000		\$3,000	\$186,500
Office of the City Clerk	\$28,000					\$28,000
Parks	\$918,220	\$627,000	\$728,000	\$70,500	\$46,500	\$2,390,220
Police	\$437,200	\$166,200	\$132,200	\$100,200	\$100,200	\$936,000
Street	\$1,004,300	\$1,214,550	\$1,315,460	\$1,039,000	\$1,229,985	\$5,803,295
Tourism			\$70,000			\$70,000
<b>Total</b>	<b>\$21,297,386</b>	<b>\$12,208,916</b>	<b>\$11,412,626</b>	<b>\$8,890,700</b>	<b>\$5,222,685</b>	<b>\$59,017,313</b>

## Capital Project Funding Sources



### Funding for capital projects comes from three major sources:

- 1. Taxes and Fees:** including, but not limited to, utility rates, fiber customer fees, franchise taxes, state gas tax, transportation tax, sales taxes, property tax, park tax, business license tax, and capital improvement tax.
- 2. Bond Proceeds:** debt securities issued to finance capital expenditures with repayment requirements.
- 3. Grants and Partnerships:** financial awards given by state, regional and federal sources or projects jointly planned with other local or state jurisdictions.

# Floyd W. Jones Airport

## Overview

The Floyd W. Jones Airport serves as a gateway to Lebanon for general aviators, corporate pilots, and special events. Featuring a 5000 ft runway at an elevation of 1320.7 ft, the airport is an important community asset, attracting visitors and regular travelers alike. Several major employers in Lebanon make regular use of the airport and the services it offers. Pilots are frequently impressed with the knowledgeable staff, friendly atmosphere, and accessibility to the community. In 2015 Lebanon formalized an agreement with AVFuel to become a branded partner. The City offers additional benefits to pilots participating in the AVTrip and contract fuel programs.

### Funding

Capital improvement projects at the airport are generally funded using one or a combination of the Airport Fund, General Fund, Capital Improvement tax revenues, and state and federal grants.

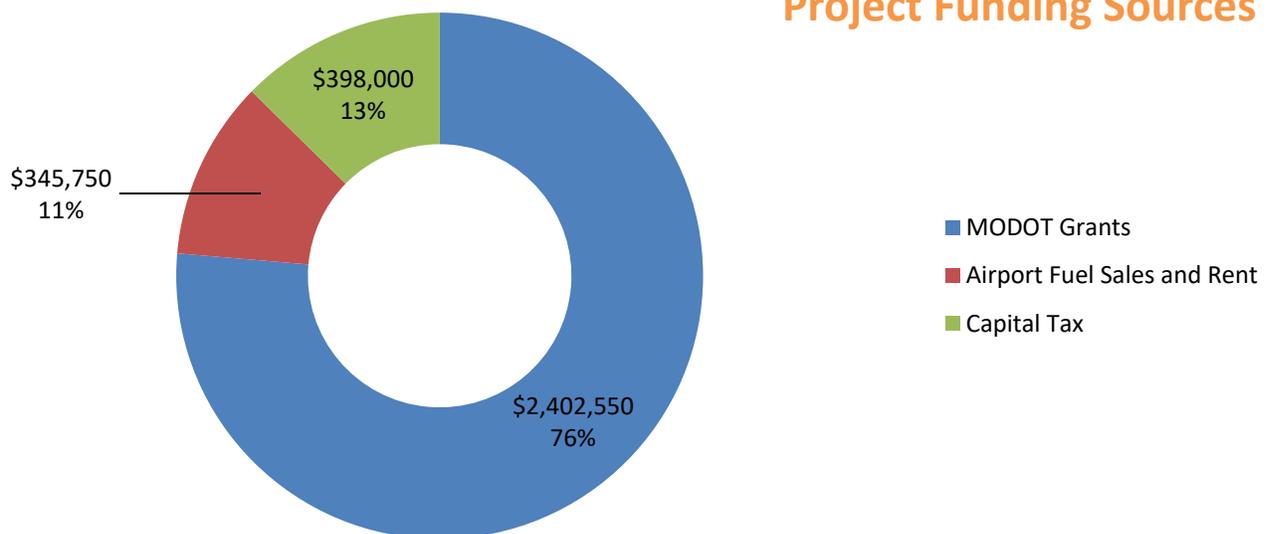
The Airport Fund is responsible for the operation of the Floyd W. Jones Airport. It is comprised of revenue from hangar and ground leases, aviation fuel sales, and state and federal grants.

The Missouri Department of Transportation Aviation Division serves as the primary vehicle for state and federal grant dollars. Lebanon receives entitlement funds each year that are paired with local matching dollars to fund large-scale capital improvements, such as the upcoming runway mill and overlay.

### Projects

Capital projects for the Floyd W. Jones Airport are based on a combination of staff-identified needs, ongoing maintenance requirements, Airport Advisory Board advice, and approved MODOT Master Plans. The City is currently working with MODOT to begin the process of creating a new Master Plan in 2020.

## Project Funding Sources





# Floyd W. Jones Airport

## Hangar Remodel

**Project Number:** 73-APT-002-20

**Improvement Type:** Building and Building Improvements

**Division:** 73-Airport

**Description:** Remodel of city owned corporate hangar and interior office space.

**Justification:** The airport owns a corporate style hangar with office space. Airport staff believes that an upgrade to the facility would attract current, new, and potential future tenants to expand their operations on or to the field. Additional revenue could be collected through overnight or long-term rental.

Funding Source	2020	2021	2022	2023	2024	Totals
Airport Fuel Sales and Rents	\$15,000					\$15,000
MODOT Grant						
Capital Improvement Fund	\$15,000					\$15,000
<b>Project Total</b>						<b>\$30,000</b>





# Floyd W. Jones Airport

## Airport Master Plan

**Project Number:** 73-APT-001-21

**Improvement Type:** Land and Land Improvements

**Division:** 73-Airport

**Description:** Airport Master Plan development

**Justification:** The FAA recommends a master plan update every 20 years or at the end of its useful life. The current master plan was published in 2003 and planned through 2021. By 2017 it had already reached the end of its useful life. A master plan would allow community members, city staff, and elected officials to participate in planning the airport's future and serve to guide city staff in the development of the airport.

<b>Funding Source</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Totals</b>
<b>Airport Fuel Sales and Rents</b>		<b>\$30,000</b>				<b>\$30,000</b>
<b>MODOT Grant</b>		<b>\$270,000</b>				<b>\$270,000</b>
					<b>Project Total</b>	<b>\$300,000</b>

# Floyd W. Jones Airport

## Aviation Fuel Truck

**Project Number:** 73-APT-002-21

**Improvement Type:** Machinery and Equipment

**Division:** 73-Airport

**Description:** Replacement of LL fuel truck.

**Justification:** The current 100LL aviation gas refueling truck was manufactured in 1993 and has over 150,000 miles on its odometer. Staff recommends the purchase of a newer 100LL refueling truck in 2021 in order to ensure they can preserved the service revenue and maintain a safe working environment.

<b>Funding Source</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Totals</b>
<b>Airport Fuel Sales and Rents</b>						
<b>MODOT Grant</b>						
<b>Capital Improvement Fund</b>		<b>\$95,000</b>				<b>\$95,000</b>
					<b>Project Total</b>	<b>\$95,000</b>



# Floyd W. Jones Airport

## Airport Tractor

**Project Number:** 73-APT-001-22

**Improvement Type:** Machinery and Equipment

**Division:** 73-Airport

**Description:** 85 Horsepower, 4-wheel drive tractor, with front loader

**Justification:** The airport currently has to depend on other departments and their machinery to maintain airport facilities to the desired safety standard. We need large enough equipment to remove snow, pull mowing equipment, and have a loader to remove brush and other debris.

Funding Source	2020	2021	2022	2023	2024	Totals
Airport Fuel Sales and Rents			\$26,000			\$26,000
Capital Improvement Fund			\$26,000			\$26,000
					<b>Project Total</b>	<b>\$52,000</b>



## Rotary Cutter

**Project Number:** 73-APT-002-22

**Improvement Type:** Machinery and Equipment

**Division:** 73-Airport

**Description:** 15-foot batwing rotary cutter

**Justification:** The airport maintains 21 acres of land, most of which is tall grass. In order to keep grass at a desirable height to mitigate wildlife and be visually attractive to users and the public large-scale mowing is necessary. The airport's current rotary mower is approaching the end of its useful life and does not groom to the desirable standard.

Funding Source	2020	2021	2022	2023	2024	Totals
Airport Fuel Sales and Rents			\$12,800			\$12,800
<b>Project Total</b>						<b>\$12,800</b>



## Taxiway Rehabilitation

**Project Number:** 73-APT-001-23

**Improvement Type:** Land and Land Improvements

**Division:** 73-Airport

**Description:** Taxiway rehabilitation and installation of lighting system.

**Justification:** .The parallel taxiway was originally constructed in 2004 and is need join and marking repairs and improvements in order to mitigate FOD and extend its useful life. Currently the taxiway edges are indicated by 3-foot reflectors. The installation of a taxiway edge lights and lighted runway hold short signs would exponentially improve the safety of the of the airfield for pilots arriving and departing after dark.

Funding Source	2020	2021	2022	2023	2024	Totals
Airport Fuel Sales and Rents				\$68,350		\$68,350
MODOT Grant				\$615,150		\$615,150
<b>Project Total</b>						<b>\$683,500</b>



## Utility Vehicle

**Project Number:** 73-APT-001-24

**Improvement Type:** Machinery and Equipment

**Division:** 73-Airport

**Description:** Purchase of an all-purpose utility vehicle.

**Justification:** The airport's current utility vehicle is well aged and has many operational issues. The vehicle aides airport staff in maintaining the airport usually with picking up trash and spraying the airport's pavements and fence line.

Funding Source	2020	2021	2022	2023	2024	Totals
Airport Fuel Sales and Rents						
Capital Improvement Fund					\$7,000	\$7,000
					<b>Project Total</b>	<b>\$7,000</b>



## Replace Existing Computer Systems

**Project Number:** 73-APT-001-24

**Improvement Type:** Furniture and Office Equipment

**Division:** 73-Airport

**Description:** Replacement of desktops or laptops that are on Win 7, 32-bit.

**Justification:** Current systems will have reached the end of life as they were purchased in 2016 and 2017. The 2016 systems were upgrade options and not suitable for Win10. As the airport continues to use applications and software suites, the systems must meet the demand. Modifications were made in FY17, which will keep current systems applicable until FY20.

Funding Source	2020	2021	2022	2023	Totals
Capital Improvement Funds			\$5,000		\$5,000
<b>Project Total</b>					<b>\$5,000</b>



## Overview

City Administration projects are comprised of requests related to the City Administrator and Human Resources Department. These requests are typically related to specific equipment or improvements necessary for enhanced operations within the division. Examples of City Administration projects include fire-proof filing cabinets, computer systems for City Administration staff, and administrative vehicles.

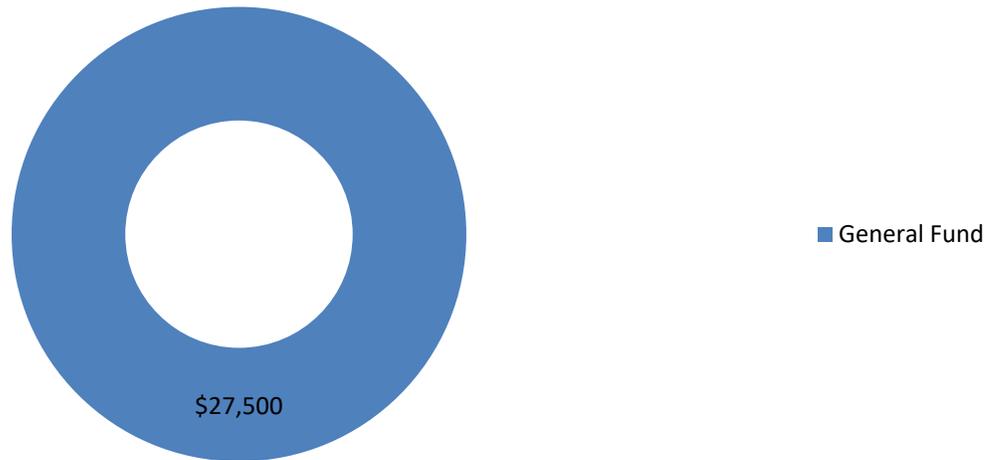
### Funding

Capital improvement projects for City Administration typically are requested for funding from the General Fund or Capital Improvement tax revenue.

### Projects

Capital projects for City Administration are driven by the needs and request of staff within the department. Most, if not all of these projects are based at City Hall.

## Project Funding Sources



## Insulated File Cabinets

**Project Number:** 01-CAO-002-14

**Improvement Type:** Furniture and Office Equipment

**Division:** 01-City Administration

**Description:** Insulated file cabinets to protect documents against fire, impact, and water damage. Cabinets are designed to withstand temperatures of 1,700 degrees Fahrenheit for one to two hours and impact-rated to simulate a collapsing ceiling or wall. Cabinets are water-resistant, which are designed to prevent water damage resulting from sprinklers and fire hoses.

**Justification:** Missouri Revised Statutes Chapter 109 (Public and Business Records) Section 255 authorizes the Local Records Board to established minimum retention periods for the administrative, fiscal and legal records created by local governments. To ensure records are not destroyed and/or damaged in the event of a fire or other natural disaster, documents need to be transitioned from the current standard cabinet to an insulated cabinet. These cabinets are needed to protect records in the Human Resources office.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund		\$2,500				\$2,500
<b>Project Total</b>						<b>\$2,500</b>





# Cowan Civic Center and Fairgrounds

## Overview

The Cowan Civic Center is one of the premiere event locations in all of the Ozarks. The main building is a multipurpose facility that can accommodate an incredible range of events, including weddings, conventions, sporting events, business meetings, and more. In addition to housing a YMCA which manages a full gym and workout facility with recreational pool, the Cowan Civic Center features a 675 seat theater capable of hosting concerts, recitals, plays, and musicals alike.

In addition to the main facility, the site also features two buildings, the Mills Center and Wallace Center, available for rent to accommodate smaller events, such as meetings, wedding receptions, and more.

Finally, the Laclede County Fair is proudly hosted annually at the fairgrounds adjacent to the CCC facilities. The fairgrounds include an open-air show arena and a dirt stadium. Architectural work has begun on The Arena, a new blended open-air and indoor climate controlled facility to host additional agricultural events, and construction is expected to begin in FY 2017.

### Funding

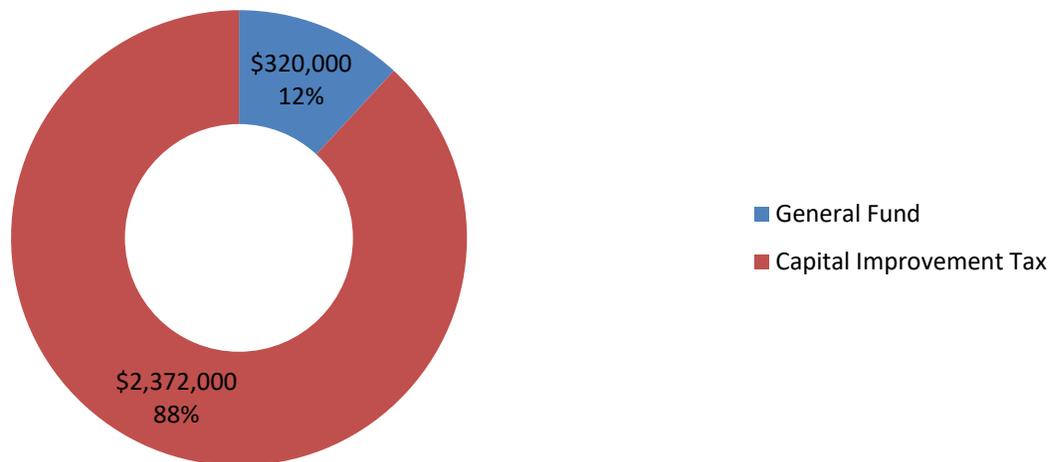
Capital improvement projects at the CCC and surrounding facilities are generally funded using either the General Fund or Capital Improvement tax revenue.

### Projects

Capital projects for the Cowan Civic Center facilities are based on a combination of staff-identified needs, ongoing maintenance requirements, public requests, and approved facility plans.

Capital projects for the fairgrounds are based on staff identified needs, ongoing maintenance requirements, and suggestions from the Laclede County Fair Board.

## Project Funding Sources



## Replace Existing Computer Systems

**Project Number:** 01-CCC-001-19

**Improvement Type:** Machinery and Equipment

**Division:** 01-Civic Center

**Description:** Replacement of existing desktops and laptops with Win 7.

**Justification:** Current computers have reached end of life. Normal life due to technology is 4-5 years. CCC computers will be 8 years old and were upgraded in 2014 to Win 7. The City is migrating to Win 10 and most systems will have harder time computing as applications evolve. The new 64-bit Win 10 systems will run quicker and process data across the network in a more efficient manner.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund	\$4,000					\$4,000
<b>Project Total</b>						<b>\$4,000</b>



## Exhibition Hall Chairs

**Project Number:** 01-CCC-001-21

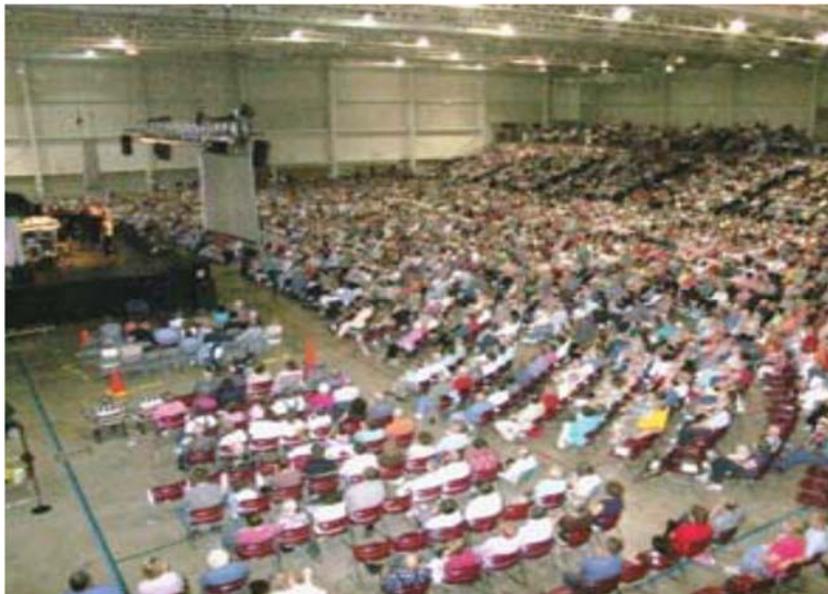
**Improvement Type:** Furniture and Office Equipment

**Division:** 01-Civic Center

**Description:** Parts to refurbish the red chairs used for events in the Civic Center Exhibition Hall.

**Justification:** The Civic Center has red chairs for the Exhibition Hall that were purchased in 1998. In consultation with the manufacturer it was determined the City could replace damaged components in-house and realize a significant savings, over buying the same quantity of complete chairs. Chairs will need to be repaired periodically to maintain amount needed for events.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund		\$5,000		\$6,000		\$11,000
<b>Project Total</b>						<b>\$11,000</b>





## Replace 2005 Boom Lift

**Project Number:** 01-CCC-003-22

**Improvement Type:** Machinery and Equipment

**Division:** 01-Civic Center

**Description:** Replacement of 2005 60' boom lift.

**Justification:** Current boom lift will be 17 years old. Repairs will be very costly and unit will need replaced. While this equipment has been maintained and will continue to be, many of the internal parts have significant wear, and will have considerable cost associated with repair or replacement. Lift is used for replacement of lights, Christmas decorations, and hanging banners and repair of overhead doors throughout city buildings. Trade in possible.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund			\$150,000			\$150,000
<b>Project Total</b>						<b>\$150,000</b>



# Cowan Civic Center and Fairgrounds

## On Line Booking

**Project Number:** 01-CCC-004-23

**Improvement Type:** Furniture and Office Equipment

**Division:** 01-Civic Center

**Description:** On line booking software

**Justification:** By the year 2023, on line booking will be the market place for event planners to reserve venues. Event planners will be able to access calendars, building layouts, and reserve space for their events.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund				\$30,000		\$30,000
<b>Project Total</b>						<b>\$30,000</b>



# Cowan Civic Center and Fairgrounds

## Half Ton Pickup

**Project Number:** 01-CCC-001-24

**Improvement Type:** Machinery and Equipment

**Division:** 01-Civic Center

**Description:** one half ton pickup

**Justification:** Replacement of model year 2014 pickup used by Civic Center. This vehicle is used to transport staff and supplies between job sites in the City network of facilities. While the vehicle has been maintained and will continue to be, many of the internal parts of the drive train have significant wear, and will have considerable cost associated with repair or replacement as the truck continues through its service life. The anticipated service life of such a vehicle under the Capital Asset policy is anticipated to be seven (7) years. It is recommended that the unit be offered for public auction as between the age and miles on the odometer they will have little to no trade-in value on a new vehicle.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund					\$30,000	\$30,000
<b>Project Total</b>						<b>\$30,000</b>



## Replacement of HVAC Units

**Project Number:** 22-CCC-006-14

**Improvement Type:** Building and Building Improvements

**Division:** 01-Civic Center

**Description:** Replace 1997 roof top HVAC Unit in theater dressing rooms at CCC.

**Justification:** Units 2 and 4 are nearly 15 years old and Unit 11 will be 24 years old. It is increasingly difficult to find parts for routine maintenance or emergency repairs. The analysis by MFEC also indicated that these units are nearing the end of expected useful life and a replacement plan should be implemented. HVAC units are used to heat and cool the CCC and functioning, reliable units are essential in maintaining a positive relationship with individuals and groups who rent the space.

Funding Source	HVAC Unit Number	2020	2021	2022	2023	2024	Totals
Capital Improvement Tax	RTU 11 Theater Dressing Room		\$50,000				\$50,000
<b>Project Total</b>							<b>\$50,000</b>









## Addition of Dressing Rooms and Concession Area for CCC Exhibition Hall

**Project Number:** 22-CCC-001-20

**Improvement Type:** Building and Building Improvements

**Division:** 01-Civic Center

**Description:** Add dressing room area and concession area to exhibition hall.

**Justification:** Currently there is no changing area in exhibition hall. Whenever groups need to dress before a performance, they have to walk outside to the theater dressing rooms. This is very inconvenient for the performers. Adding a concession area in exhibition hall would also make sense at this time. Concessionaires have to use the concession stand in the foyer or setup tables in ex hall close to power outlets. They also have to bring in cash registers or leave money on tables where they are serving the food.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Capital Improvement Tax</b>	<b>\$1,750,000</b>					<b>\$1,750,000</b>
<b>Project Total</b>						<b>\$1,750,000</b>



## Repair Gym Floor

**Project Number:** 22-CCC-001-21

**Improvement Type:** Building and Building Improvements

**Division:** 01-Civic Center

**Description:** Repair existing gymnasium floor

**Justification:** Gym floor is 22 years old. We have not done anything but put new floor finish on it since it was installed. Due to multiple types of events, water damage, and just normal wear and tear it needs repaired. We will need to reline all floor markings, replace boards and add a logo to improve the aesthetics of the floor.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund		\$20,000				\$20,000
<b>Project Total</b>						<b>\$20,000</b>



# Cowan Civic Center and Fairgrounds

## Replace Multi Purpose Flooring

**Project Number:** 22-CCC-002-21

**Improvement Type:** Building and Building Improvements

**Division:** 01-Civic Center

**Description:** Replace multi purpose flooring with stained concrete and sports floor for exercise classes

**Justification:** Multi purpose flooring is 23 years old. The mondo sports flooring currently installed is hard to keep clean and not conducive for exercise classes. Half of the floor would be stained concrete for the treadmills, weights, etc. The other half would be a sports type flooring as they have at Joel E. Barber. This flooring works well for the multiple usages and pieces can be replaced if damaged.

Funding Source	2020	2021	2022	2023	2024	Totals
Capital Improvement Fund		\$100,000				\$100,000
<b>Project Total</b>						<b>\$100,000</b>



## Replacement of Gas Fired Pool Heater

**Project Number:** 22-CCC-001-22

**Improvement Type:** Machinery and Equipment

**Division:** 01-Civic Center

**Description:** Replacement of gas fired pool heater for indoor pool.

**Justification:** Existing pool heater will be eight years old in 2022. Normal life expectancy is 7 years. Replacement is necessary to maintain water temperature and energy conservation

Funding Source	2020	2021	2022	2023	2024	Totals
Capital Improvement Tax			\$30,000			\$30,000
<b>Project Total</b>						<b>\$30,000</b>



## Upgrade of UV System for CCC Pool

**Project Number:** 22-CCC-002-22

**Improvement Type:** Machinery and Equipment

**Division:** 01-Civic Center

**Description:** Replacement of UV system for indoor pool.

**Justification:** Existing UV system will be eight years old in 2022. UV systems are fairly new to the pool industry, so life expectancy is uncertain. Replacement is necessary to maintain chemical balance and water quality of pool.

Funding Source	2020	2021	2022	2023	2024	Totals
Capital Improvement Tax			\$15,000			\$15,000
<b>Project Total</b>						<b>\$15,000</b>



## Rebuild Paddock Water Filter for CCC Pool

**Project Number:** 22-CCC-003-22

**Improvement Type:** Machinery and Equipment

**Division:** 01-Civic Center

**Description:** Replacement of filter system for indoor pool.

**Justification:** Filtration system will need to be rebuilt in 2022 when it will be 8 years old. The current high quality system could last longer than expected but anything can happen. The system has been problem free since installation and it is recommended to rebuild rather than replace this system.

Funding Source	2020	2021	2022	2023	2024	Totals
Capital Improvement Tax			\$40,000			\$40,000
<b>Project Total</b>						<b>\$40,000</b>



## Rider Floor Sweeper

**Project Number:** 22-CCC-004-22

**Improvement Type:** Machinery and Equipment

**Division:** 01-Civic Center

**Description:** Rider floor sweeper.

**Justification:** Rider sweeper will allow us easier and faster clean up after events. Staff will be able to utilize machine throughout entire building. This machine will be replacing 10 year old machine. Normal life is 7 years of normal usage.

Funding Source	2020	2021	2022	2023	2024	Totals
Capital Improvement Tax			\$17,000			\$17,000
<b>Project Total</b>						<b>\$17,000</b>



# Community Development

## Overview

Community Development is responsible for the administration and enforcement of building codes, zoning regulations, and subdivision regulations as set forth by the City Council. This includes permitting regulating construction and use or occupancy of buildings and structures.

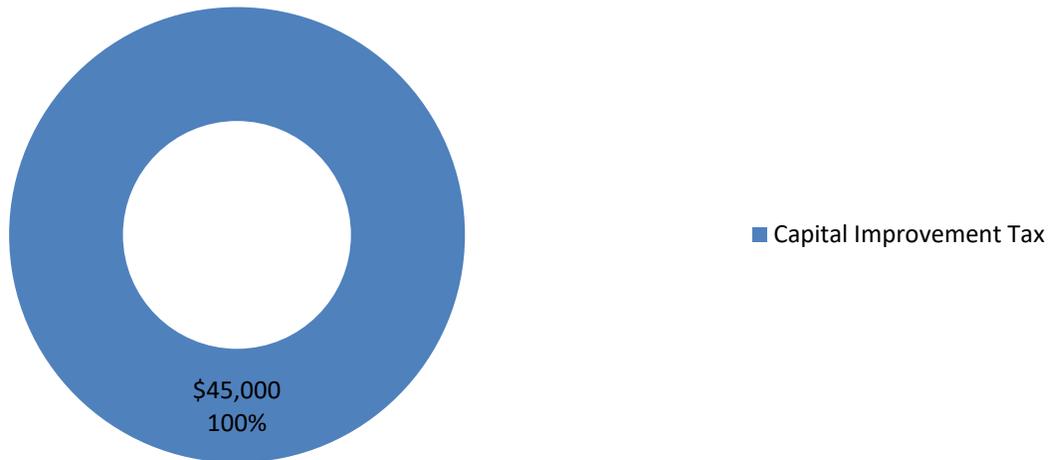
### Funding

Capital improvement projects for Community Development are generally funded using either the General Fund or Capital Improvement tax revenue.

### Projects

Capital projects for Community Development are based on a combination of staff-identified needs focused on enhancing services to our citizen and outside contractor customers.

## Project Funding Sources







# Downtown Business District

## Overview

The Downtown Business District (DTBD) was established as a special business district in 1976 by petition of business owners and Ordinance 1979 of the City Council. An advisory board, the Downtown Business District Board of Directors, is comprised of property owners or senior managers of businesses within the district boundaries and provides advice and guidance to the City Council related to planning efforts and spending tax dollars within the Special Business District. The DTBD makes capital improvements to the district, promotes downtown through marketing and advertising, and maintains and provides landscaping and other beautification services.

### Funding

Capital improvement projects for the Downtown Business District are funded using a variety of sources, including the General Fund, Capital Improvement Tax, Economic Development Fund, and special property and business taxes.

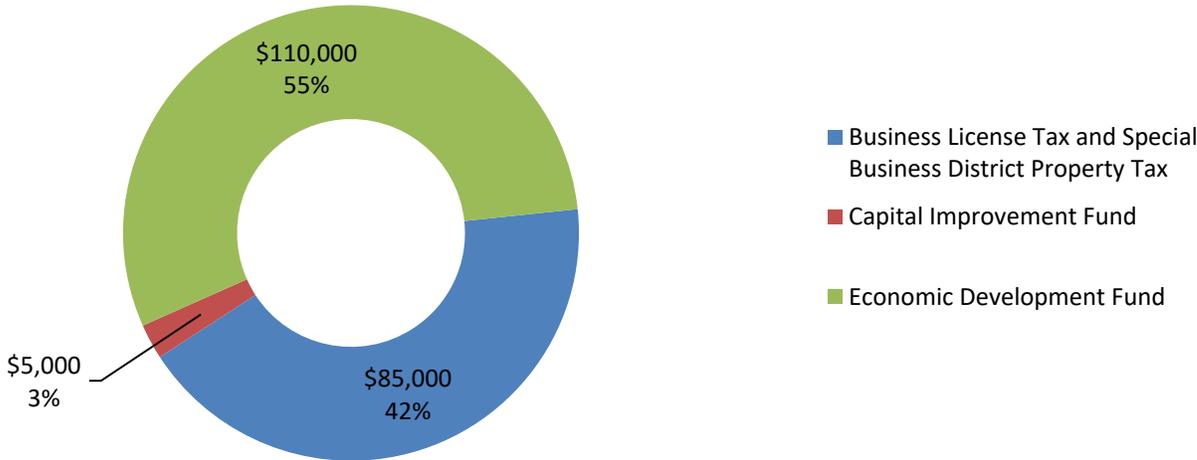
The Downtown Business District Fund is comprised of real property and business license taxes paid by property and business owners within the boundaries of the district, unless specifically exempted by statute.

The Economic Development Fund utilizes rent monies generated from City-owned industrial facility leases.

### Projects

Capital projects for the Downtown Business District are based on a combination of staff-identified needs, requests from the DTBD Board, business and property owner suggestions, citizen requests, and ongoing maintenance requirements.

## Project Funding Sources



## Downtown Business District Signage Upgrades

**Project Number:** 75-DBD-001-18

**Improvement Type:** Furniture and Office Equipment

**Division:** 75-Downtown Business District

**Description:** New signs creating a distinct sense of place for the downtown area. In 2019 and 2021 new gateway monument signs will be purchased and placed at Jackson and Commercial and Washington and Commercial. In 2020, 2022, and 2023 new public parking signs will be purchased. In 2020, 2022, and 2023 welcome to downtown pole signs will be purchased and placed at strategic entry points in the downtown area.

**Justification:** The Downtown Business District has adopted a strategic plan calling for improvements to its physical environment. Modern downtowns feature many amenities and decorations that our district currently lacks. The gateway signs will give visitors and local shoppers a clear sense of place when shopping downtown, as will the new public parking signs and welcome to downtown signs.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Business License Tax and Special Business District Property Tax</b>	<b>\$20,000</b>	<b>\$12,000</b>	<b>\$20,000</b>	<b>\$12,000</b>	<b>\$16,000</b>	<b>\$80,000</b>
<b>Project Total</b>						<b>\$80,000</b>



## Lebanon Farmers Market Pavilion

**Project Number:** 99-DBD-001-18

**Improvement Type:** Building and Building Improvements

**Department:** 75-Downtown Business District

**Description:** Construction of a permanent Farmers Market pavilion and Downtown Gateway.

**Justification:** The Farmers Market vendors have been requesting a permanent pavilion for several years in order to run a year-round market and better serve the needs of their customers. The Strategic Plan adopted by the DTBD in 2015 suggests this project as a way to help revitalize the Downtown area and offers several design sketches supporting its creation.

Funding Source	2020	2021	2022	2023	2024	Totals
Business License Tax and Special Business District Property Tax	\$5,000					\$5,000
Economic Development Fund	\$110,000					\$110,000
Capital Improvement Tax	\$5,000					\$5,000
<b>Project Total</b>						<b>\$120,000</b>



## Overview

The City of Lebanon has operated a municipal electric utility since the early 1900's. The Electric system for the City is made of 135 miles of 7.2 KV distribution and 40 miles of 69 KV transmission loop inter-connecting seven sub-stations to three 69KV transmission lines linking to the Show-Me Transmission network. The city provides electric to most citizens within city limits.

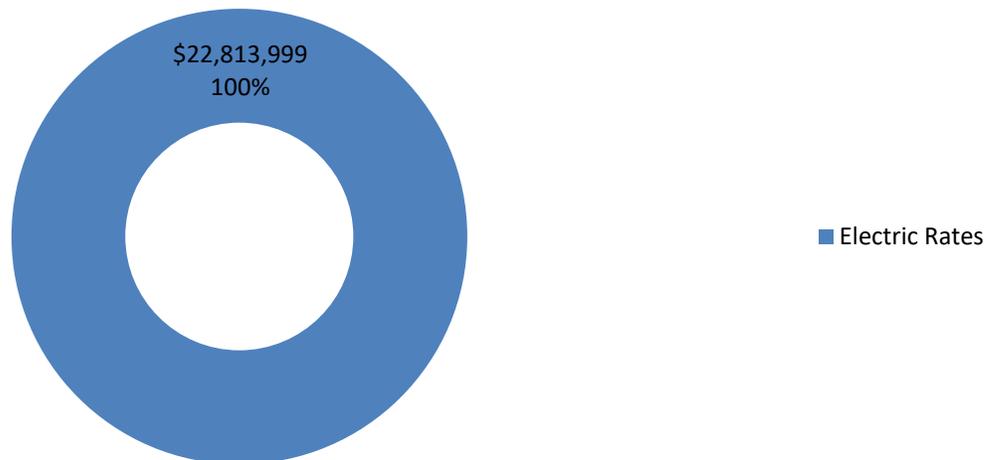
### Funding

Capital improvement projects for the Electric division are funded primarily using revenues generated from electric customer fees and rates. The General Fund is used on a smaller scale for computer systems equipment.

### Projects

Capital projects for the Electric division are based on a combination of staff-identified needs, requests from City Council, customer needs, and ongoing maintenance requirements.

## Project Funding Sources



## 161 Substations and Transmission

**Project Number:** 80-ELF-007-14

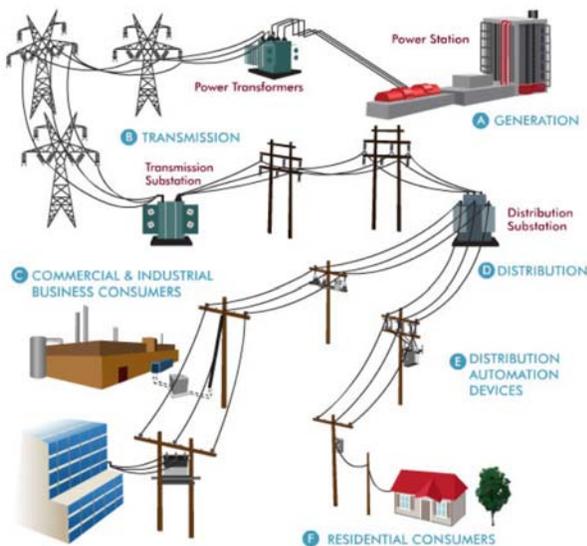
**Improvement Type:** Building and Building Improvements

**Division:** 80-Electric

**Description:** Design, construct, and easement acquisition for (2) 161 kV high voltage lines, (2) 161 switch stations, and (2) 161 to 69kV substations. One line will come into town from the west, while the other would come from the south connecting directly to Associated Electric Transmission Lines.

**Justification:** Annual cost for Transmission from SHO-ME Power is approximately \$1.4 million. Cost of infrastructure can be purchased with approximately fifteen (15) years of transmission cost. This infrastructure investment would allow future cost savings to the electric utility customers.

Funding Source	2020	2021	2022	2023	2024	Totals
Electric Rates	\$4,166,666	\$4,166,666	\$4,166,666			\$12,499,999
<b>Project Total</b>						<b>\$12,499,999</b>



# Electric Division

## Line Reconductor/Extensions

**Project Number:** 80-ELF-008-14

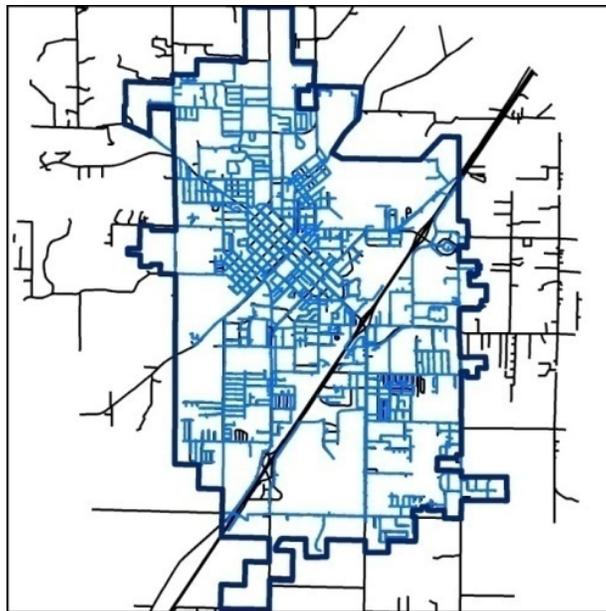
**Improvement Type:** Land and Land Improvements

**Division:** 80-Electric

**Description:** Replacement of exist conductors due to capacity limits, or line extensions to serve future developments. This work will consist of changing approximately 6,000 feet of existing 4/0 copper wire that is pitted and has been spliced in several places, poles on this project have already been replaced.

**Justification:** Feeders that are at or near existing wire capacity, or the extension of lines to serve new customers. This feeder was identified through our system inspection, and determined that it is below industry standards.

Funding Source	2020	2021	2022	2023	2024	Totals
Electric Rates	\$600,000	\$600,000	\$600,000	\$600,000	\$600,000	\$3,000,000
<b>Project Total</b>						<b>\$3,000,000</b>



# Electric Division

## Overhead/Underground Projects

**Project Number:** 80-ELF-009-14

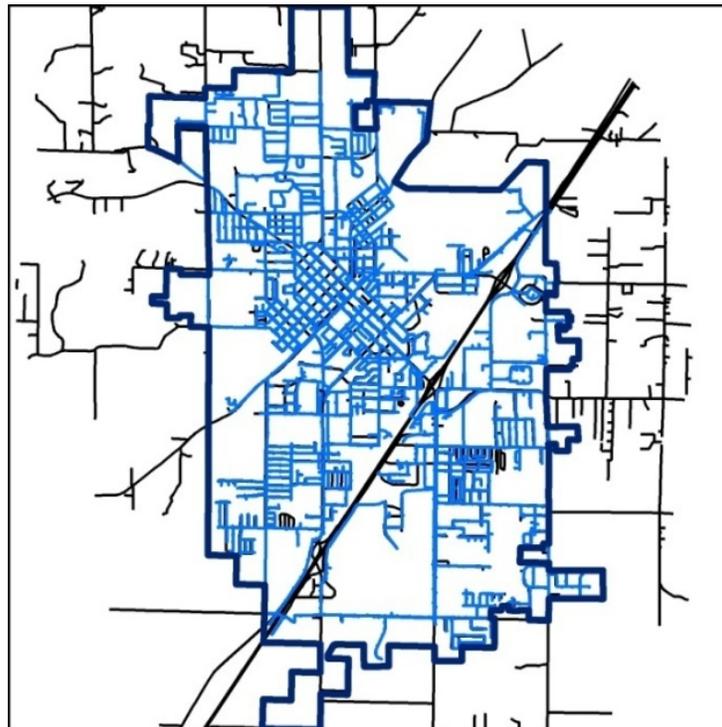
**Improvement Type:** Building and Building Improvements

**Division:** 80-Electric

**Description:** Replace existing overhead lines with underground primary in areas that we have right of way restrictions .We plan on having the overhead line between Hunter Creek and Birchbark engineered for cost estimates and replacement.

**Justification:** Many of these lines are costly to maintain due to yard fences and vegetative growth. Replacement will add reliability while lowering maintenance costs.

Funding Source	2020	2021	2022	2023	2024	Totals
Electric Rates	\$100,000					\$100,000
<b>Project Total</b>						<b>\$100,000</b>



## LED Streetlight Conversion

**Project Number:** 80-ELF-003-15

**Improvement Type:** Machinery and Equipment

**Division:** 80-Electric

**Description:** Replace High Pressure Sodium Bulbs with LED Bulbs. We have found that we can replace just the bulb at considerable lower cost than replacing the whole fixture.

**Justification:** By replacing existing bulbs with LEDs we will see a savings in energy consumption and maintenance costs due to longer life expectancy .This will also be a means of reducing Energy consumption and our carbon footprint.

Funding Source	2020	2021	2022	2023	2024	Totals
Electric Rates	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$300,000
<b>Project Total</b>						<b>\$300,000</b>



# Electric Division

## Distribution Pole Changes

**Project Number:** 80-ELF-004-15

**Improvement Type:** Building and Building Improvements

**Division:** 80-Electric

**Description:** Replacement of distribution poles.

**Justification:** As a component of the Electric Department's system reliability Toth and Associates was hired to perform a system inspection. During this inspection they identified 75 poles that met our requirements to be replaced.

Funding Source	2020	2021	2022	2023	2024	Totals
Electric Rates	\$250,000	\$250,000	\$50,000	\$50,000	\$50,000	\$650,000
<b>Project Total</b>						<b>\$650,000</b>





## Department Pickups

**Project Number:** 80-ELF-003-17

**Improvement Type:** Machinery and Equipment

**Division:** 80-Electric

**Description:** Replacement of pickup trucks.

**Justification:** This will replace older vehicles that have reached the end of their useful lives in accordance with the capitalization policy. We are proposing to replace a 2002 pickup that will have over 100,000 miles.

Funding Source	2020	2021	2022	2023	2024	Totals
Electric Rates			\$40,000	\$40,000		\$80,000
<b>Project Total</b>						<b>\$80,000</b>



## Replace Existing Computer Systems

**Project Number:** 80-ELF-001-20

**Improvement Type:** Furniture and Office Equipment

**Division:** 80-Electric

**Description:** Replacement of desktops or laptops that have Win 7 32-bit.

**Justification:** Current systems will have reached their end of life based on usage and capitalization policy. As the Electric Division continues to operate in the field and develop and or use software suites, more computing power will be needed. The current systems were purchased in 2014 and 2015. Some were upgraded from XP to 7 and are slow processing across the newer network. Sophos also has some issues pushing virus protection.

Funding Source	2020	2021	2022	2023	2024	Totals
Electric Rates	\$9,000					\$9,000
<b>Project Total</b>						<b>\$9,000</b>









## 69 kV High Voltage Tie Line Between Substation #6 and #8

**Project Number:** 80-ELF-001-21

**Improvement Type:** Building and Building Improvements

**Division:** 80-Electric

**Description:** Work with our engineer to plan and design a high voltage tie line between Substation #6 located on Ivey Lane and Substation #8 located on Brice Street. This substation has is on a radial feed and we would like it to be loop feed for system reliability.

**Justification:** This is our only substation that doesn't have a loop feed to provide a backup power supply on the high voltage system.

Funding Source	2020	2021	2022	2023	2024	Totals
Electric Rates		\$1,000,000				\$1,000,000
<b>Project Total</b>						<b>\$1,000,000</b>



## Line Reconductor/Extensions- Michigan

**Project Number:** 80-ELF-002-21

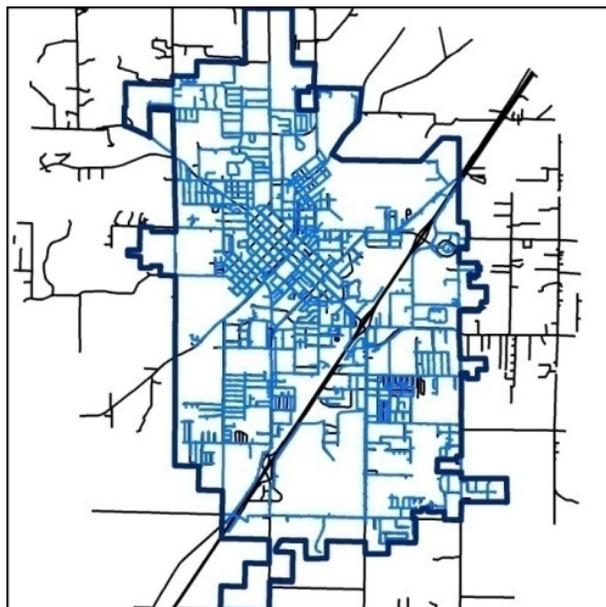
**Improvement Type:** Land and Land Improvements

**Division:** 80-Electric

**Description:** Replacement of exist conductors due to capacity limits, or line extensions to serve future developments. This work will occur will finish feeder 1020. Work will be located on Michigan Avenue to Pearl, and then from Michigan down Chestnut. The work will consist of changing approximately 15 poles and replacing approximately 13,600 feet of wire.

**Justification:** Feeders that are at or near existing wire capacity, or the extension of lines to serve new customers. This feeder was identified through our system inspection, and determined that it is below industry standards.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Electric Rates</b>		<b>\$600,000</b>				<b>\$600,000</b>
<b>Project Total</b>						<b>\$600,000</b>



## Substation #2 Transformer

**Project Number:** 80-ELF-001-22

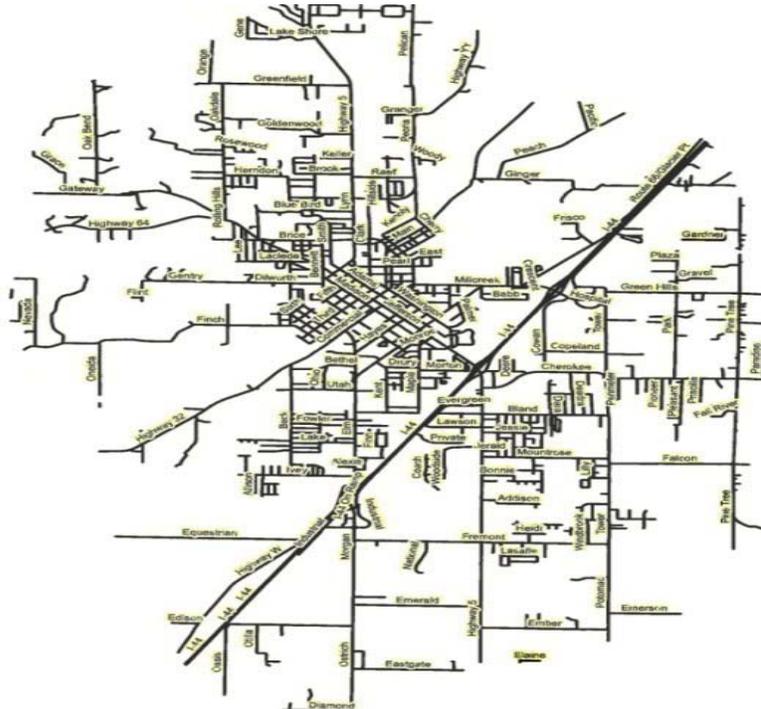
**Improvement Type:** Machinery and Equipment

**Division:** 80-Electric

**Description:** Replacement of the existing 12 MVA transformer at Substation #2 with a 16 MVA transformer.

**Justification:** This project will provide a larger transformer for larger loads for the existing feeders within Substation #2. The existing transformer will not be large enough to provide reliable service to the customers that it currently serves. The existing transformer will either be sold or re-used within the system.

Funding Source	2020	2021	2022	2023	2024	Totals
Electric Rates			\$800,000			\$800,000
<b>Project Total</b>						<b>\$800,000</b>



## Overhead/Underground Project- Woodhill

**Project Number:** 80-ELF-002-22

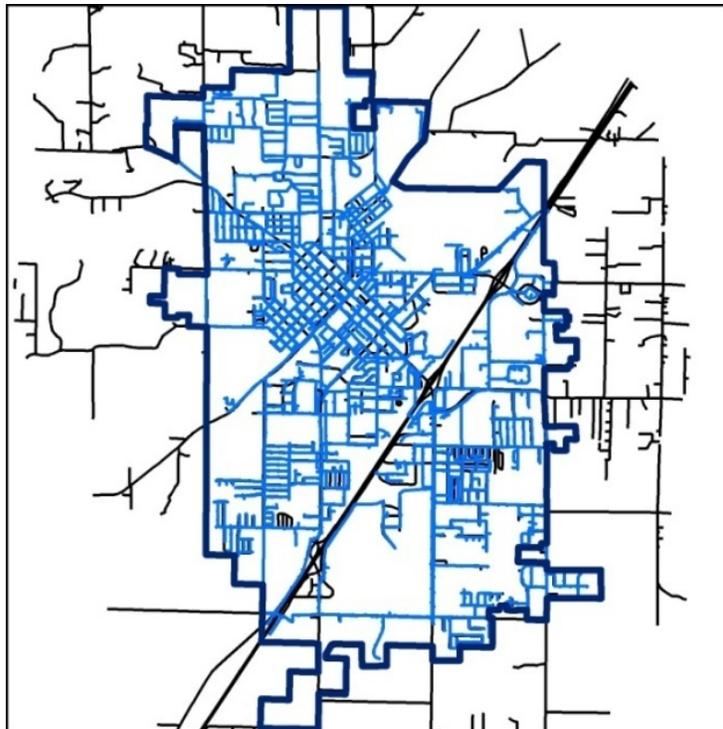
**Improvement Type:** Building and Building Improvements

**Division:** 80-Electric

**Description:** Replace existing overhead lines with underground primary in the Woodhill Subdivision. This area was built in the early 80's and will need to have the existing poles replaced soon. The project would consist of boring approximately 4,300 feet to 16 padmount transformers, the services in this area are all underground so there would not be any expense to change those to underground.

**Justification:** Many of these lines are costly to maintain due to yard fences and vegetative growth. Replacement will add reliability while lowering maintenance costs.

Funding Source	2020	2021	2022	2023	2024	Totals
Electric Rates			\$350,000			\$350,000
<b>Project Total</b>						<b>\$350,000</b>



## Overhead/Underground Project- South Lawn Subdivision

**Project Number:** 80-ELF-003-22

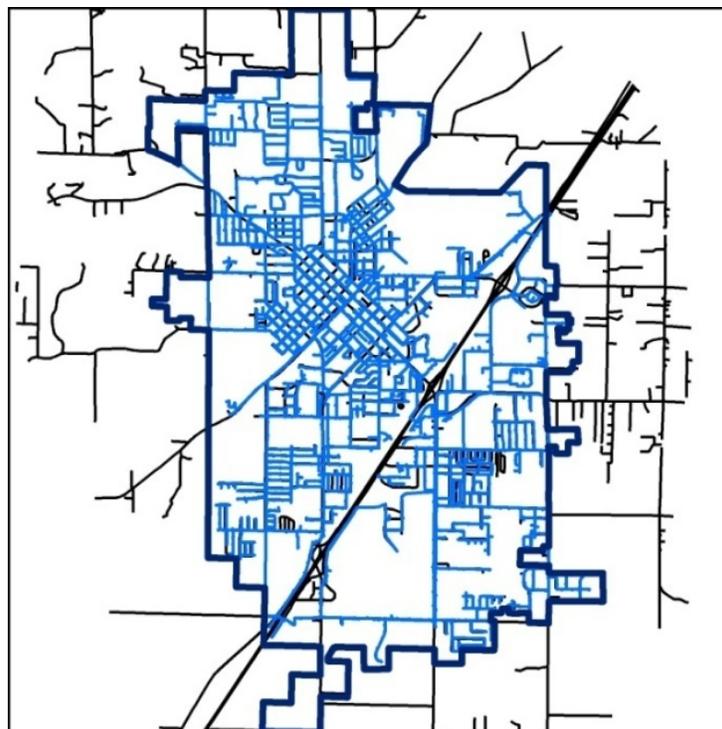
**Improvement Type:** Building and Building Improvements

**Division:** 80-Electric

**Description:** Replace existing overhead lines with underground primary in the South Lawn Subdivision. This project would consist of boring 1,000 feet and setting pad mount transformers in place of existing poles. The services to the houses are already underground.

**Justification:** Many of these lines are costly to maintain due to yard fences and vegetative growth. Replacement will add reliability while lowering maintenance costs.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Electric Rates</b>			\$150,000			\$150,000
<b>Project Total</b>						<b>\$150,000</b>





## Line Reconductor/Extensions- South

**Project Number:** 80-ELF-002-23

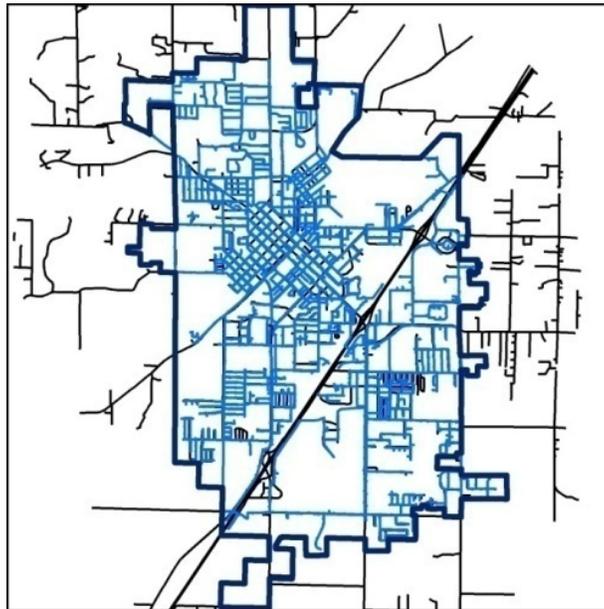
**Improvement Type:** Land and Land Improvements

**Division:** 80-Electric

**Description:** Replacement of exist conductors due to capacity limits, or line extensions to serve future developments. This work will consist of changing approximately 35,500 feet of 4/0 ACSR to 477 and 57 poles and existing hardware.

**Justification:** This feeder serves mainly residential customers, but is also a back up feed for Regal Beloit, Lebanon Middle school, Christian Health Care South and Lowe Boats.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Electric Rates</b>				<b>\$1,000,000</b>		<b>\$1,000,000</b>
<b>Project Total</b>						<b>\$1,000,000</b>



## Line Reconductor/Extensions- Substations 7 and 8

**Project Number:** 80-ELF-001-24

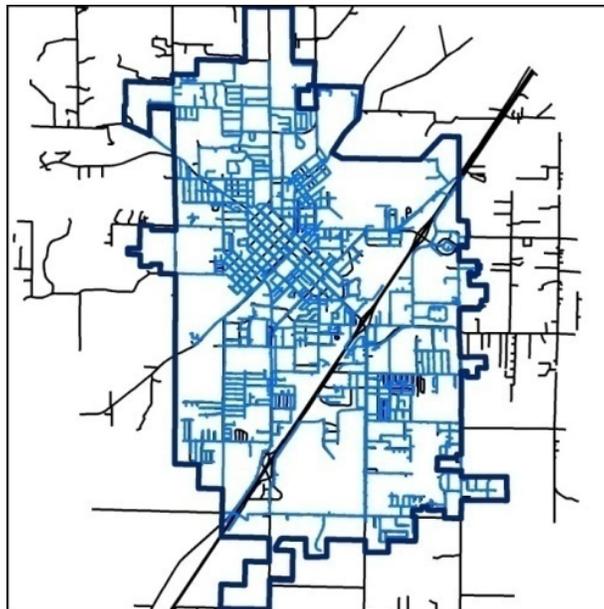
**Improvement Type:** Land and Land Improvements

**Division:** 80-Electric

**Description:** Replacement of exist conductors due to capacity limits, or line extensions to serve future developments. This work will consist of changing approximately 24,000 feet of existing 266 wire on both the distribution and transmission line. The distribution line feeds the north side of town. The transmission line is a feed between Substation #7 and #8. Project would also change 25 existing transmission poles from wood to steel for system reliability.

**Justification:** Feeders that are at or near existing wire capacity, or the extension of lines to serve new customers. This feeder was identified through our system inspection, and determined that it is below industry standards.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Electric Rates</b>					<b>\$1,500,000</b>	<b>\$1,500,000</b>
<b>Project Total</b>						<b>\$1,500,000</b>



# Environmental Services Division

## Overview

The Environmental Services division encompasses all of the City's stormwater, wastewater, and water activities. The City operates a municipal wastewater system and water utility that services the citizens of Lebanon.

Stormwater projects are responsible for managing stormwater conveyance as well as detention facility maintenance and improvements.

Wastewater projects are designed to support the operations of the municipal wastewater system, including the prevention of introduction of pollutants into the system and improving opportunities to reclaim and recycle wastewater and sludge.

Water projects are designed to support the operations of the municipal water utility. The City water distribution system is made up of approximately 120 miles of distribution lines ranging from 6" to 12" in size. The City operates 7 deep wells (2.50M gallons/day), 2 booster pump stations, and 5 elevated water towers (4 towers/500,000G ea, tower behind Mercy 1.0MG), providing water to all customers within the city limits where water is required.

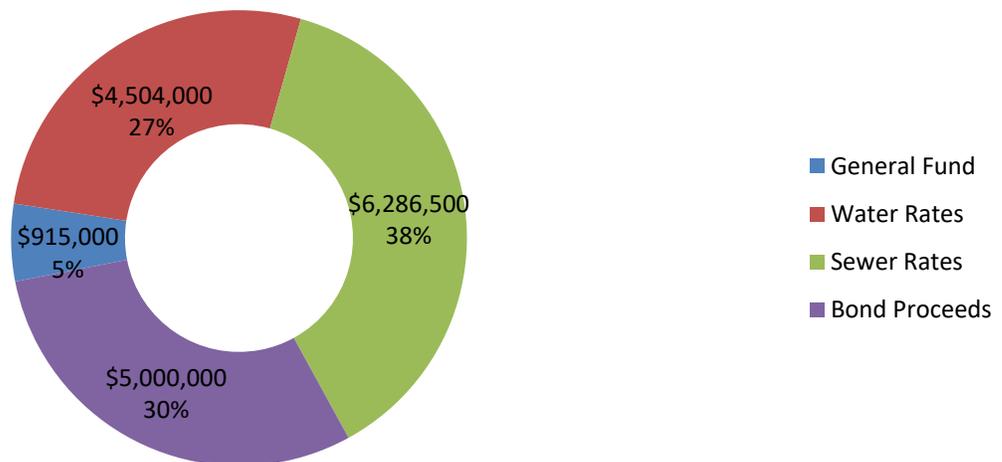
### Funding

Capital improvement projects for the Environmental Services division are funded primarily using revenues generated from water and wastewater customer fees and rates. Stormwater projects are paid for using the General Fund. Certain large-scale Environmental Services projects also use bond proceeds as a funding source.

### Projects

Capital projects for the Environmental Services division are based on a combination of staff-identified needs, requests from City Council, customer needs, and ongoing maintenance requirements.

## Project Funding Sources





## Stormwater: Waterman Drive and Windsor Drive

**Project Number:** 01-ENV-003-18

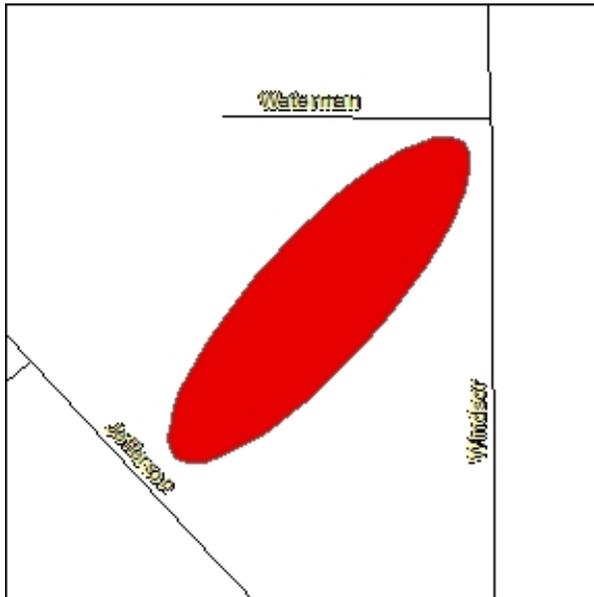
**Improvement Type:** Land and Land Improvements

**Division:** 01-Stormwater

**Description:** Obtain drainage-way easement, clear and stabilize existing drainage-way.

**Justification:** Existing drainage-way lacks capacity causing area flooding.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund		\$25,000				\$25,000
<b>Project Total</b>						<b>\$25,000</b>



## Stormwater: Mountrose Beacon Branch

**Project Number:** 01-ENV-001-19

**Improvement Type:** Land and Land Improvements

**Division:** 01-Stormwater

**Description:** Complete stormwater study on Beacon Branch to identify improvements. Obtain drainage-way easements, clear and stabilize existing drainage-way along Mountrose. Obtain easement and construct detention facility.

**Justification:** Watershed north of Mountrose was developed prior to stormwater detention requirements. Stormwater tops street driving surface during extreme rain events.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund		\$30,000	\$50,000			\$80,000
<b>Project Total</b>						<b>\$80,000</b>



## Stormwater: Springfield and Jackson

**Project Number:** 01-ENV-002-19

**Improvement Type:** Land and Land Improvements

**Division:** 01-Stormwater

**Description:** Obtain drainage-way easements, clear and stabilize existing drainage-way from Jackson to Springfield.

**Justification:** Existing drainage-way has bank erosion and lack adequate capacity during intense rain events.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund			\$25,000			\$25,000
<b>Project Total</b>						<b>\$25,000</b>



## Stormwater: Radio Tower Branch Improvements

**Project Number:** 01-ENV-004-19

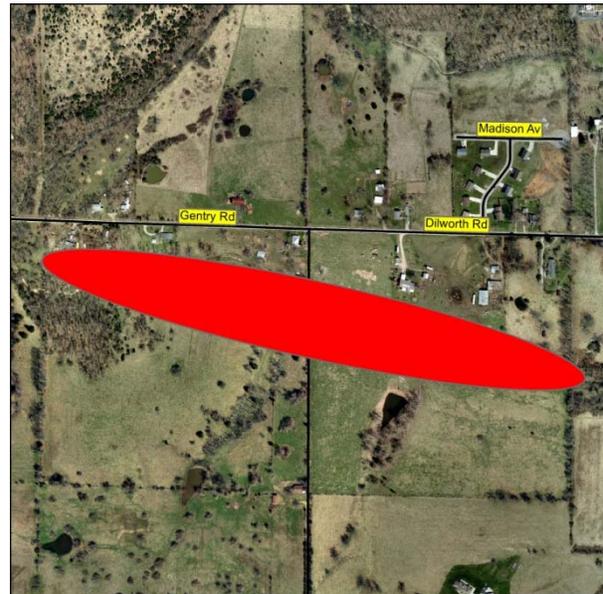
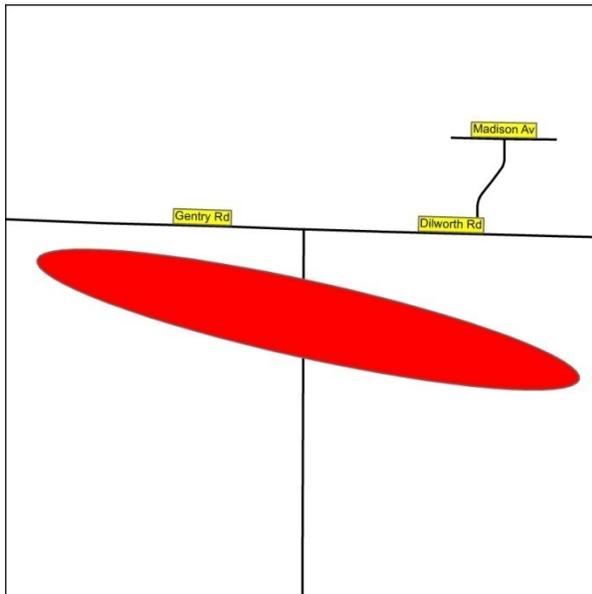
**Improvement Type:** Land and Land Improvements

**Division:** 01-Stormwater

**Description:** Obtain drainage-way easements, clear and stabilize existing drainage-way. Obtain easement and construct detention facility in Radio Tower Branch drainage basin.

**Justification:** Existing drainage-way has bank erosion and lack adequate capacity during intense rain events.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund	\$50,000					\$50,000
<b>Project Total</b>						<b>\$50,000</b>



## Stormwater: Hydraulic Engineering Study

**Project Number:** 01-ENV-006-19

**Improvement Type:** Land and Land Improvements

**Division:** 01-Stormwater

**Description:** A study of the flow and conveyance of fluids, principally water and sewage.

**Justification:** Watershed studies to identify capital improvement needs and to evaluate FEMA Flood Zone mapping.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund	\$50,000	\$50,000	\$50,000	\$50,000		\$200,000
<b>Project Total</b>						<b>\$200,000</b>

## Stormwater: Washington and North Park Manor

**Project Number:** 01-ENV-001-20

**Improvement Type:** Land and Land Improvements

**Division:** 01-Stormwater

**Description:** Obtain drainage-way easements, clear and stabilize existing drainage-way from Washington Avenue to East North Park Manor Boulevard.

**Justification:** Existing drainage-way has bank erosion and lack adequate capacity during intense rain events.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund				\$50,000		\$50,000
<b>Project Total</b>						<b>\$50,000</b>



## Stormwater: Kansas Avenue Stormwater Crossing

**Project Number:** 01-ENV-002-20

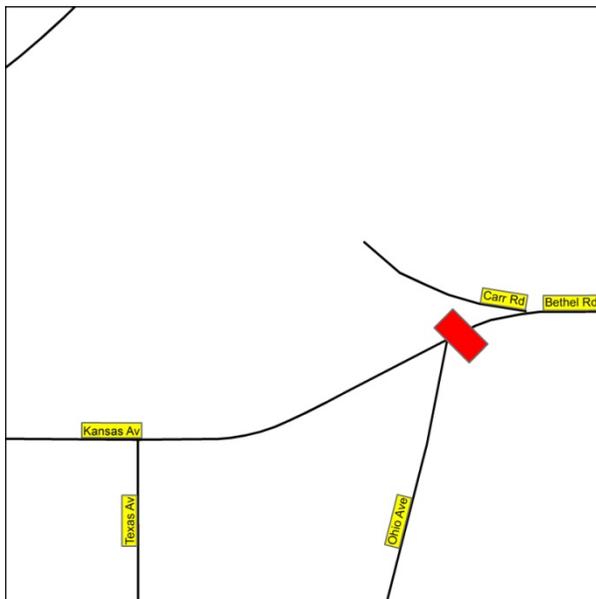
**Improvement Type:** Land and Land Improvements

**Division:** 01-Stormwater

**Description:** Replace existing stormwater crossing with new larger box and raise street above 100 year flood elevation.

**Justification:** Existing stormwater box lacks capacity and street is constructed below 100 year flood elevation causing area flooding. This is phase I improvements recommended in 2017 Radio Tower Branch stormwater study.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund	\$225,000					\$225,000
<b>Project Total</b>						<b>\$225,000</b>



## Stormwater: Beck and Kansas Improvements

**Project Number:** 01-ENV-003-20

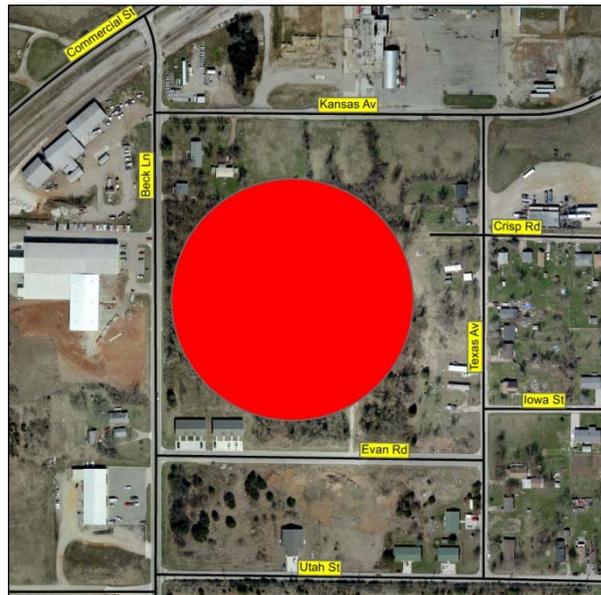
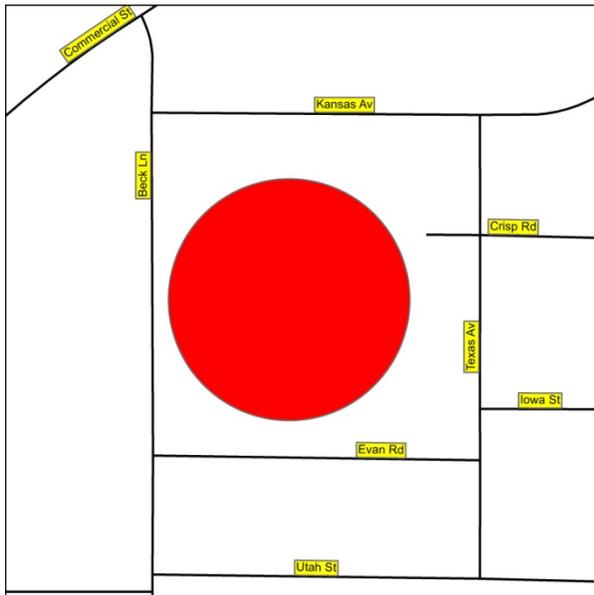
**Improvement Type:** Land and Land Improvements

**Division:** 01-Stormwater

**Description:** Obtain drainage-way easements, clear and stabilize existing drainage-way.

**Justification:** Existing drainage-way has bank erosion and lack adequate capacity during intense rain events.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund	\$15,000					\$15,000
<b>Project Total</b>						<b>\$15,000</b>



## Stormwater: Rolling Hills Road Improvements

**Project Number:** 01-ENV-004-20

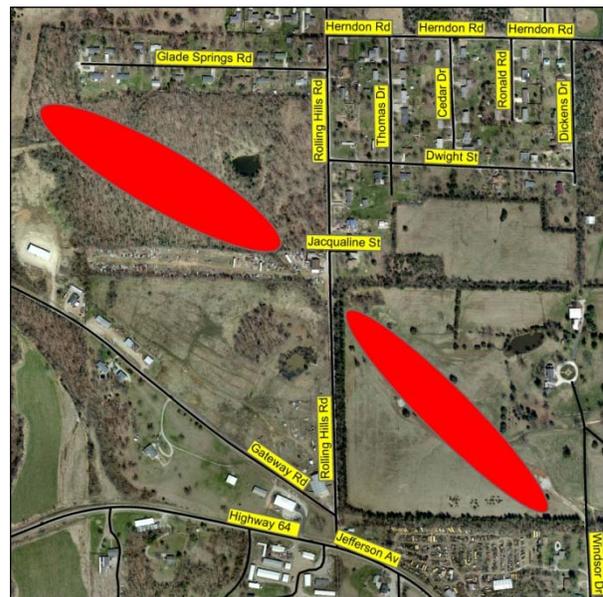
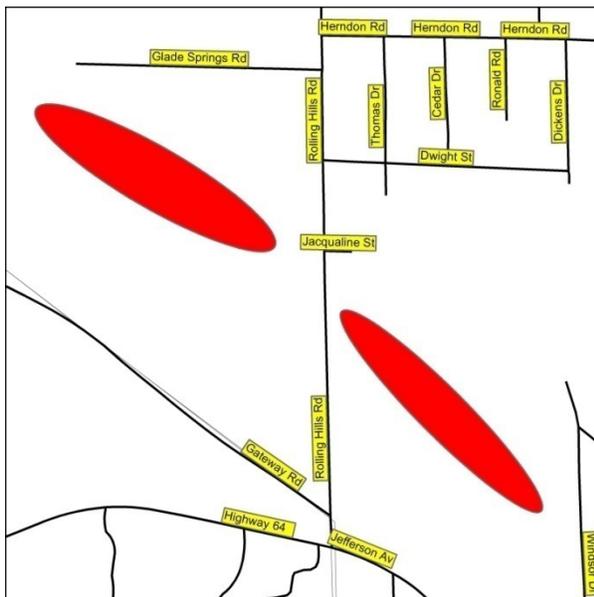
**Improvement Type:** Land and Land Improvements

**Division:** 01-Stormwater

**Description:** Engineering study on drainage basin to identified detention and conveyance improvements. Implement proposed improvements

**Justification:** Existing drainage-way has lack adequate capacity during intense rain events.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund	\$30,000					\$30,000
<b>Project Total</b>						<b>\$30,000</b>



## Stormwater: Brook and Indian Creek Improvements

**Project Number:** 01-ENV-001-21

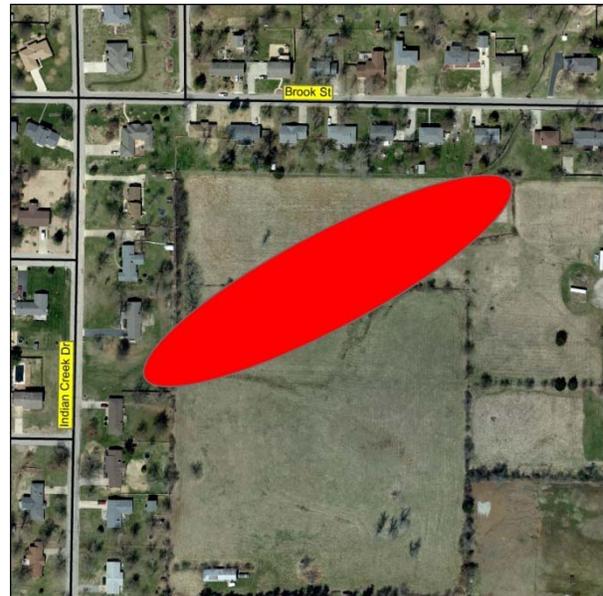
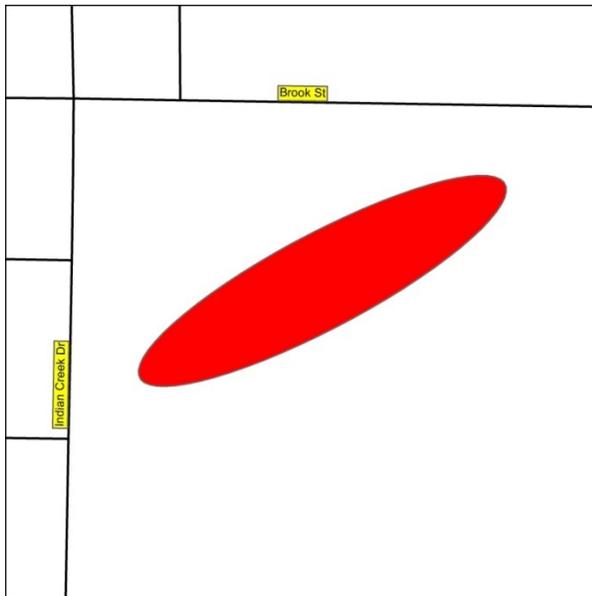
**Improvement Type:** Land and Land Improvements

**Division:** 01-Stormwater

**Description:** Obtain drainage-way easements, clear and stabilize existing drainage-way.

**Justification:** Existing drainage-way has lack adequate capacity during intense rain events.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund		\$30,000				\$30,000
<b>Project Total</b>						<b>\$30,000</b>



## Stormwater: Springfield and Jackson

**Project Number:** 01-ENV-002-21

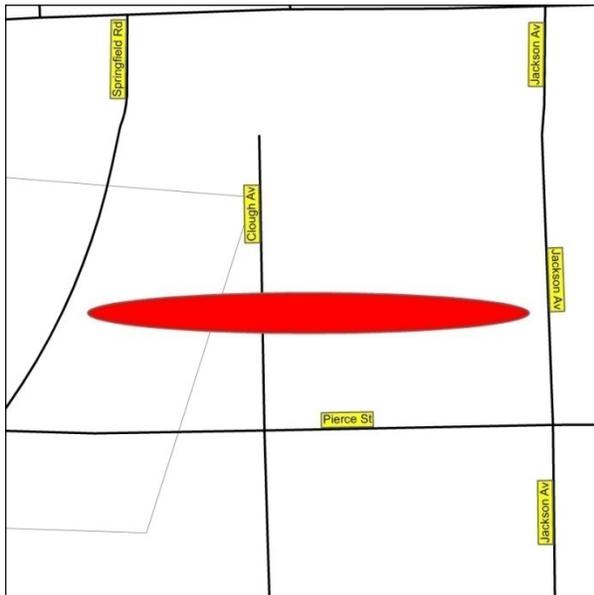
**Improvement Type:** Land and Land Improvements

**Division:** 01-Stormwater

**Description:** Obtain drainage-way easements between Jackson Ave. and Springfield Rd., clear and stabilize existing drainage-way.

**Justification:** Existing drainage-way is full of vegetation and no erosion control.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund		\$25,000				\$25,000
<b>Project Total</b>						<b>\$25,000</b>



## Stormwater: Quail Valley Improvements

**Project Number:** 01-ENV-001-22

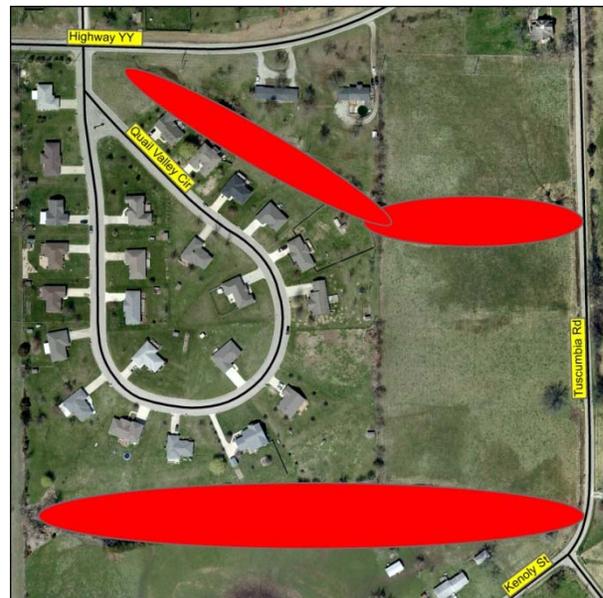
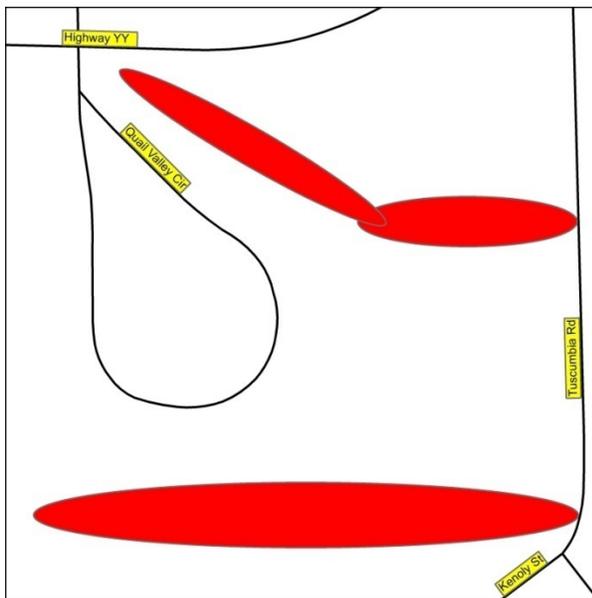
**Improvement Type:** Land and Land Improvements

**Division:** 01-Stormwater

**Description:** Obtain drainage-way easements, clear and stabilize existing drainage-way.

**Justification:** Existing drainage-way has lack adequate capacity during intense rain events.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund			\$15,000			\$15,000
<b>Project Total</b>						<b>\$15,000</b>



## Stormwater: Highway YY and Raef Road Improvements

**Project Number:** 01-ENV-002-22

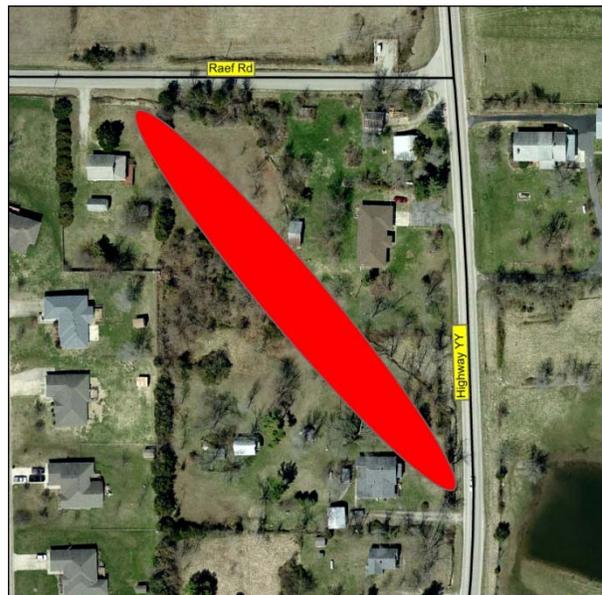
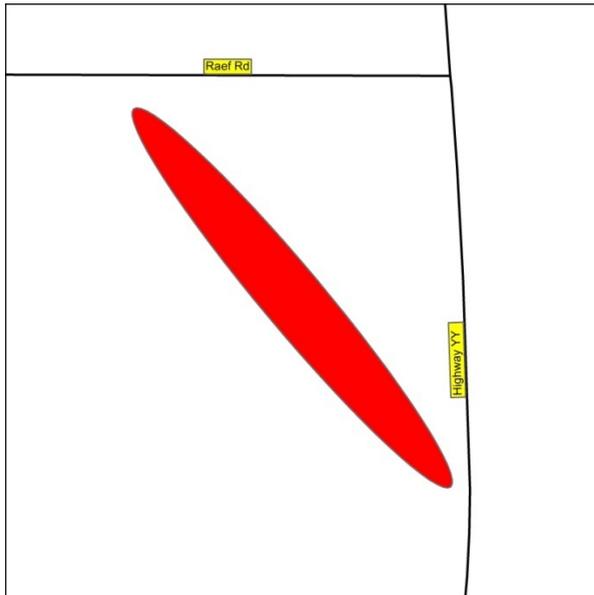
**Improvement Type:** Land and Land Improvements

**Division:** 01-Stormwater

**Description:** Obtain drainage-way easements, clear and stabilize existing drainage-way.

**Justification:** Existing drainage-way has lack adequate capacity during intense rain events.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund			\$10,000			\$10,000
<b>Project Total</b>						<b>\$10,000</b>



## Stormwater: Washington and Park Manor

**Project Number:** 01-ENV-003-22

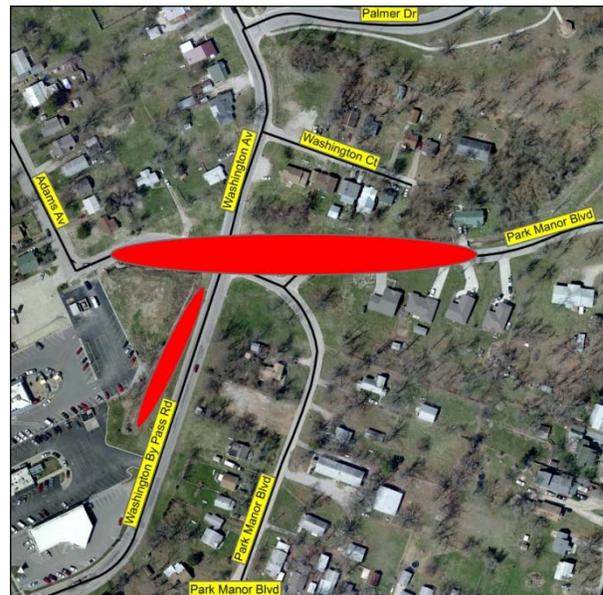
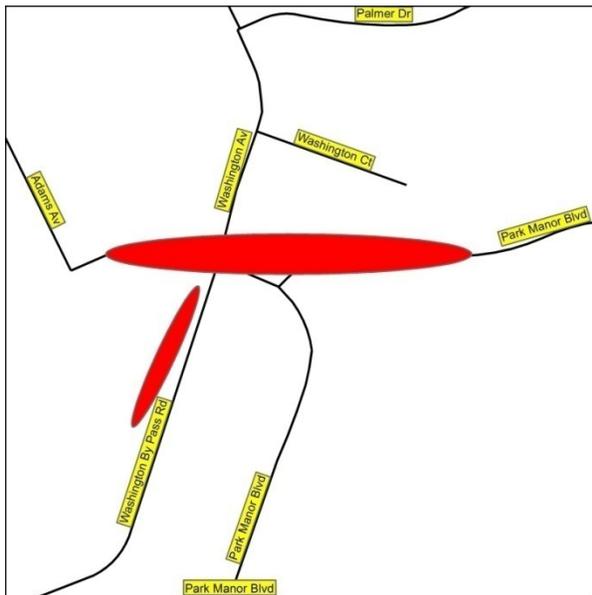
**Improvement Type:** Land and Land Improvements

**Division:** 01-Stormwater

**Description:** Obtain drainage-way easements, clear and stabilize existing drainage-way.

**Justification:** Existing drainage-way has lack adequate capacity during intense rain events and erosion control.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund			\$60,000			\$60,000
<b>Project Total</b>						<b>\$60,000</b>



## Stormwater: West Fremont Improvements

**Project Number:** 01-ENV-001-23

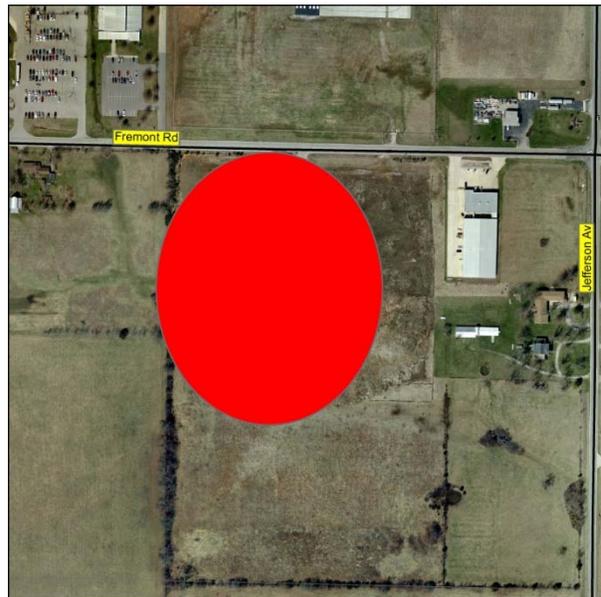
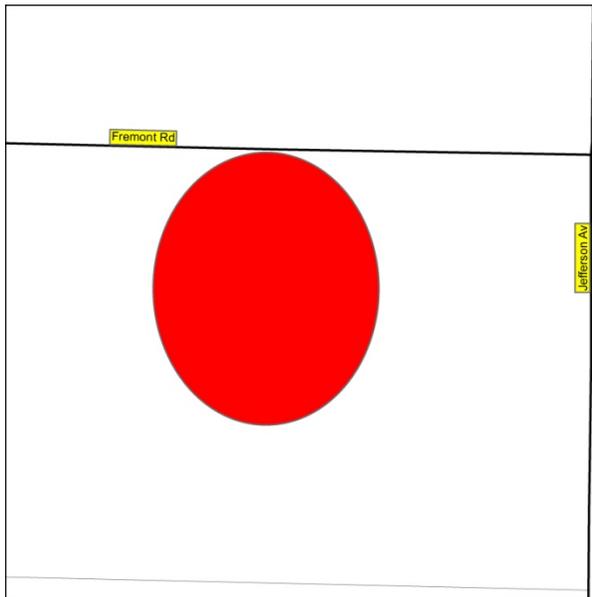
**Improvement Type:** Land and Land Improvements

**Division:** 01-Stormwater

**Description:** Clear and stabilize existing drainage-way.

**Justification:** Existing drainage-way has lack adequate capacity during intense rain events with no erosion control.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund				\$10,000		\$10,000
<b>Project Total</b>						<b>\$10,000</b>



## Stormwater: Evergreen Improvements

**Project Number:** 01-ENV-002-23

**Improvement Type:** Land and Land Improvements

**Division:** 01-Stormwater

**Description:** Replace existing piping and stabilize drainage-way.

**Justification:** Existing drainage-way concrete flume and piping is aged with defects.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund				\$25,000		\$25,000
<b>Project Total</b>						<b>\$25,000</b>



## Stormwater: Flatwoods

**Project Number:** 01-ENV-003-23

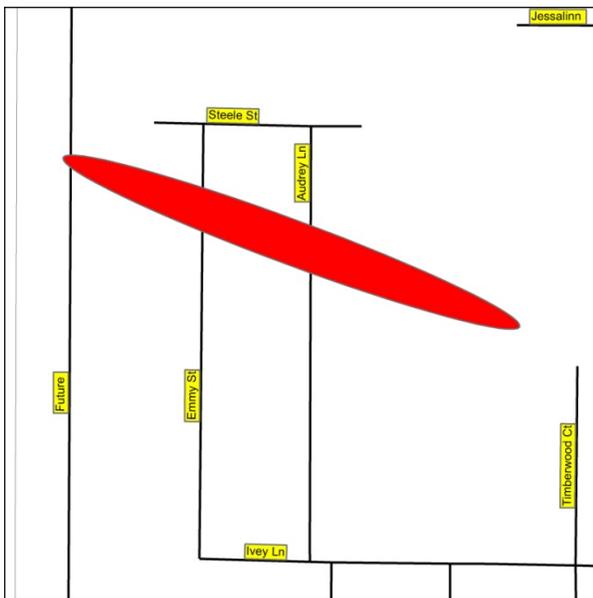
**Improvement Type:** Land and Land Improvements

**Division:** 01-Stormwater

**Description:** Stabilize existing drainage-way.

**Justification:** Existing drainage-way has no erosion control.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund				\$25,000		\$25,000
<b>Project Total</b>						<b>\$25,000</b>



## Collection Improvements in the Goodwin Hollow Watershed

**Project Number:** 85-ENV-001-14

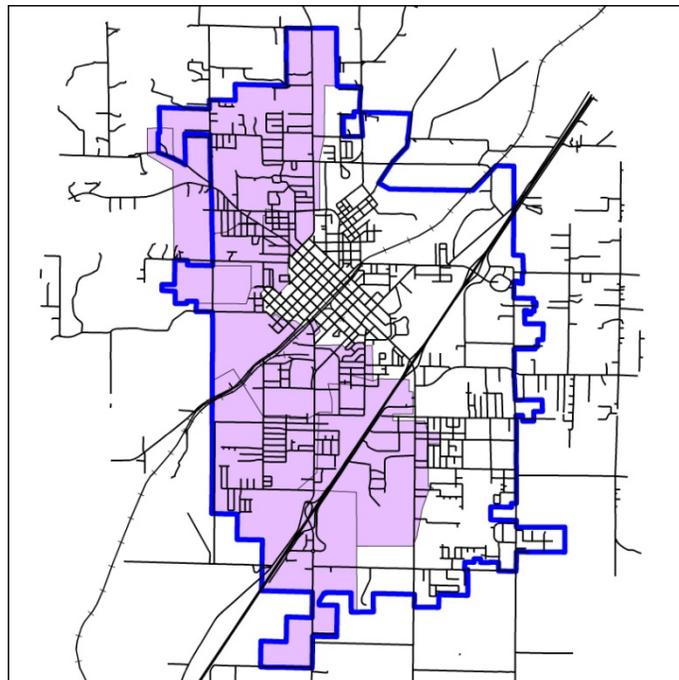
**Improvement Type:** Land and Land Improvements

**Division:** 85-Wastewater

**Description:** Sanitary Sewer Evaluation Study (SSES) of Goodwin Hollow watershed and rehabilitation/improvements identified within report (MULTIYEAR FUNDING). Improvements anticipated include lining of pipes and manholes, creation of new design standards, and other best management practices.

**Justification:** This project will reduce the number and duration of sanitary sewer overflows in this watershed by repairing/replacing collection system pipes and manholes that have numerous defects that allow rainwater to exceed the capacity of the lines.

Funding Source	2020	2021	2022	2023	2024	Totals
Sewer Rates	\$600,000	\$650,000	\$700,000	\$750,000	\$750,000	\$3,450,000
<b>Project Total</b>						<b>\$3,450,000</b>



## WWTP Improvements (Phase 2)

**Project Number:** 85-ENV-002-14

**Improvement Type:** Building and Building Improvements

**Department:** 85-Wastewater

**Description:** Filter and sludge improvements will include: new disc filters, conversion of backwash basin to a 30ft diameter 16ft deep waste basin providing 74k gallons of storage), bar screen upgrade at the head of plant, new sludge holding basin (80ft diameter 20ft deep holding 750k gallons), new electrical equipment control center, new bio-solids hauling truck, installation of mixers, and dissolved oxygen meters in the existing oxidation ditches.

**Justification:** The existing equipment has been in continuous service for 35 years and has exceeded their life cycles and is reaching design capacity. The sludge improvements are needed to continue to meet the 503 regulations set by the Environmental Protection Agency.

**Location:** Wastewater Treatment Plant

Funding Source	2020	2021	2022	2023	2024	Totals
Bond Proceeds	\$2.0M					\$2,000,000
<b>Project Total</b>						<b>\$2,000,000</b>



## Sampler

**Project Number:** 85-ENV-004-15

**Improvement Type:** Machinery and Equipment

**Department:** 85-Wastewater

**Description:** Portable Sampler.

**Justification:** The portable samplers will replace the samplers that are used in the department's industrial pretreatment program and have reached the end of their useful service life.

Funding Source	2020	2021	2022	2023	2024	Totals
Sewer Rates			\$4,500			\$4,500
<b>Project Total</b>						<b>\$4,500</b>



## Lift Station SCADA

**Project Number:** 85-ENV-007-15

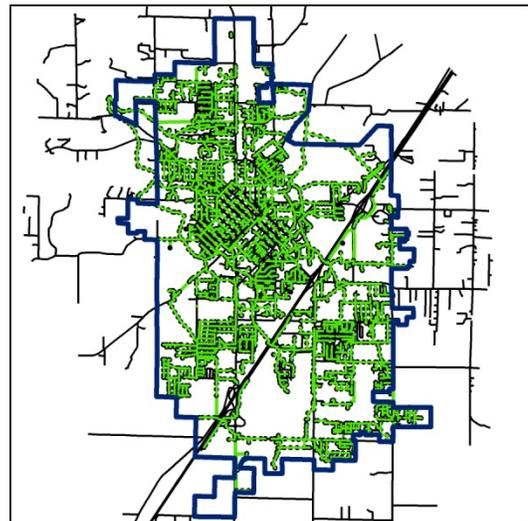
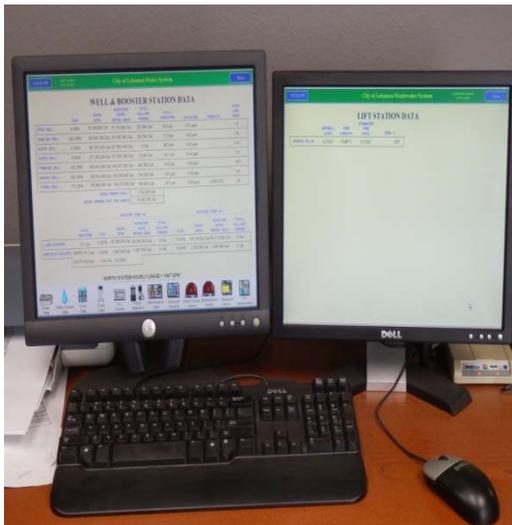
**Improvement Type:** Machinery and Equipment

**Division:** 85-Wastewater

**Description:** Install radio communication network and Programmable Logic Controllers (PLC).

**Justification:** Installation of the SCADA system will provide better management and maintenance of critical lift station infrastructure. Use of SCADA technology will allow staff to remotely monitor and operate the lift stations. It will create enhanced reporting as the system would log the run hours from the meters on each pump, as well as provide alarm notification if there was a change in the operating condition of the lift station.

Funding Source	2020	2021	2022	2023	2024	Totals
Sewer Rates	\$20,000	\$20,000	\$20,000			\$60,000
<b>Project Total</b>						<b>\$60,000</b>



## Mechanical Bar Screen

**Project Number:** 85-ENV-006-16

**Improvement Type:** Machinery and Equipment

**Department:** 85-Wastewater

**Description:** Mechanical Bar Screen.

**Justification:** The existing manual bar screen requires an operator to enter a pit 3 days a week to remove trash from the bar screen with a pitchfork and put it into a bucket that has to be lifted out of the pit by a rope. By adding the mechanical bar screen it will increase employee safety and improve efficiencies.

**Location:** Goodwin Hollow Lift Station

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Sewer Rates</b>	<b>\$650,000</b>					<b>\$650,000</b>
<b>Project Total</b>						<b>\$650,000</b>



## Pickup Trucks

**Project Number:** 85-ENV-007-16

**Improvement Type:** Machinery and Equipment

**Division:** 85-Wastewater

**Description:** Purchase of two new three-quarter ton 4 x 4 pickups to replace 2001 and 2006 model units.

**Justification:** Three quarter ton pickups are used to transport personnel, tools, and equipment to jobsites. Pickups being replaced are approaching the end of service life and in line with the City Capitalization policy.

Funding Source	2020	2021	2022	2023	2024	Totals
Sewer Rates	\$30,000			\$30,000		\$60,000
					<b>Project Total</b>	<b>\$60,000</b>



## Portable Trash Pump

**Project Number:** 85-ENV-008-16

**Improvement Type:** Machinery and Equipment

**Division:** 85-Wastewater

**Description:** Replacement of 3 inch trash pump.

**Justification:** The 3 inch pump is used to evacuate water from excavation sites while repairing or replacing wastewater lines. The pump is also utilized in the day to day operations of the collection system. The current pump has reached the end of its reliable service life.

Funding Source	2020	2021	2021	2023	2024	Totals
<b>Sewer Rates</b>				<b>\$4,000</b>		<b>\$4,000</b>
<b>Project Total</b>						<b>\$4,000</b>



## Wastewater Treatment Plant Driveway Overlay

**Project Number:** 85-ENV-001-17

**Improvement Type:** Land and Land Improvements

**Department:** 85-Wastewater

**Description:** Overlay approximately 1600 feet long by 22 feet wide 2 inch thick asphalt driveway with 2 inches.

**Justification:** The existing asphalt driveway is showing signs of deterioration.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Sewer Rates</b>	<b>\$35,000</b>					<b>\$35,000</b>
<b>Project Total</b>						<b>\$35,000</b>



## Backhoe

**Project Number:** 85-ENV-001-18

**Improvement Type:** Machinery and Equipment

**Division:** 85-Wastewater

**Description:** Purchase of a new backhoe to replace a 2007 model unit.

**Justification:** A backhoe is used to excavate ditches, haul and load material, and remove snow. The backhoe being replaced is approaching the end of expected life. Staff anticipates trading in the unit being replaced to help defray purchase cost of the new unit.

Funding Source	2020	2021	2022	2023	2024	Totals
Sewer Rates	\$85,000					\$85,000
Surplus of Existing Equipment	\$15,000					\$15,000
					<b>Project Total</b>	<b>\$100,000</b>





## Lift Station Improvements

**Project Number:** 85-ENV-001-19

**Improvement Type:** Land and Land Improvements

**Division:** 85-Wastewater

**Description:** Replacement of electrical control panels and installing access hatches and pump slide rails to approximately 15 current lift stations. Conversion of 9 wet well mounted lift stations to submersible pump lift stations. Replace/Rebuild pumps and motors on the existing 43 lift stations.

**Justification** The existing aged lift stations need improvements to maintain reliable service. By installing slide rails for the pumps it almost eliminates the need for a manned entry into the confined space to perform maintenance and repairs.

Funding Source	2020	2021	2022	2023	2024	Totals
Sewer Rates	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
<b>Project Total</b>						<b>\$500,000</b>



## Benchtop Spectrophotometer

**Project Number:** 85-ENV-002-19

**Improvement Type:** Machinery and Equipment

**Division:** 85-Wastewater

**Description:** Replacement of the existing benchtop Spectrophotometer at the wastewater treatment plant.

**Justification** This will replace the existing meter that is used in daily DNR compliance testing. The meter has reached the end of its useful service life.

Funding Source	2020	2021	2022	2023	2024	Totals
Sewer Rates					\$6,500	\$6,000
<b>Project Total</b>						<b>\$6,500</b>



## Standby Generator

**Project Number:** 85-ENV-005-19

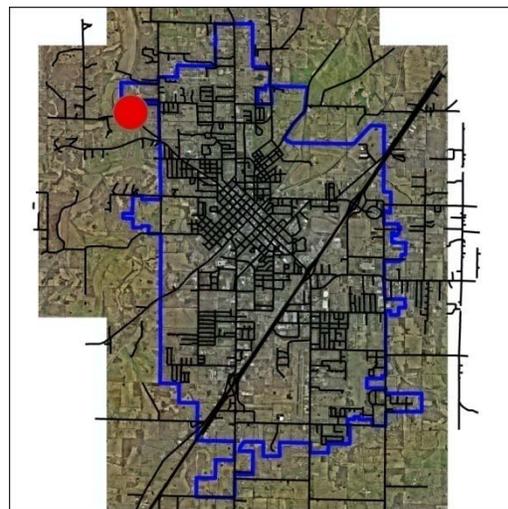
**Improvement Type:** Machinery and Equipment

**Division:** 85-Wastewater

**Description:** Replacement of Standby Generator.

**Justification:** This will enable the division to operate the Goodwin Hollow lift station during a power outage. The Goodwin Hollow lift station is responsible for about half of the wastewater that is generated every day and pumps it to the WWTP. This should insure that there is not a sanitary sewer overflow (SSO).. This generator has reached its end of life. It has been 10 years since it was rehabilitated and replacement parts availability are diminishing. The second generator will be replacing the older of the two currently at the WWTP. It is reaching the end of life and repairs are needed more frequently.

Funding Source	2020	2021	2022	2023	2024	Totals
Sewer Rates		\$80,000				\$80,000
<b>Project Total</b>						<b>\$80,000</b>





## Biosolids Application Truck

**Project Number:** 85-ENV-005-20

**Improvement Type:** Machinery and Equipment

**Division:** 85-Wastewater

**Description:** Purchase of a new biosolids application truck to replace a 1995 Kodiak unit that is reaching the end of its service life.

**Justification:** This will replace one of the two trucks used to haul and apply biosolids from the wastewater treatment plant to local fields and pastures. Currently approximately 1200 loads are hauled yearly. The existing truck will be 24 years old and is past the end of its useful life.

Funding Source	2020	2021	2022	2023	2024	Totals
Sewer Rates	\$185,000					\$185,000
<b>Project Total</b>						<b>\$185,000</b>



## Equipment and Material Trailer

**Project Number:** 85-ENV-006-20

**Improvement Type:** Machinery and Equipment

**Division:** 85-Wastewater

**Description:** Equipment and Material Trailer

**Justification** This will replace an older lightweight utility trailer that is not rated to haul some of the materials and equipment used by the department

Funding Source	2020	2021	2022	2023	2024	Totals
Sewer Rates	\$8000					\$8,000
<b>Project Total</b>						<b>\$8,000</b>



## Combination Cleaning Unit

**Project Number:** 85-ENV-007-20

**Improvement Type:** Machinery and Equipment

**Department:** 85-Wastewater

**Description:** Combination Cleaning Unit.

**Justification:** The existing 2005 Vactor backup combination unit will be 15 years and the Vacall main unit will be 5 years old. The cleaning truck is a critical piece of equipment used to assist the department in quality wastewater service to our customers and protecting the environment. The Hydro excavating function is also utilized by the water and electric utilities for excavating in sensitive areas. The Vacall will be moved to the backup to lower the maintenance costs of a 15 year old unit. This project is a proposed vehicle lease.

**Location:** Public Works.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Sewer Rates</b>	<b>\$80,000</b>	<b>\$80,000</b>	<b>\$80,000</b>	<b>\$80,000</b>	<b>\$80,000</b>	<b>\$400,000</b>
<b>Project Total</b>						<b>\$400,000</b>



## Emerald Lane Gravity Sewer Main

**Project Number:** 85-ENV-008-20

**Improvement Type:** Land and Land Improvements

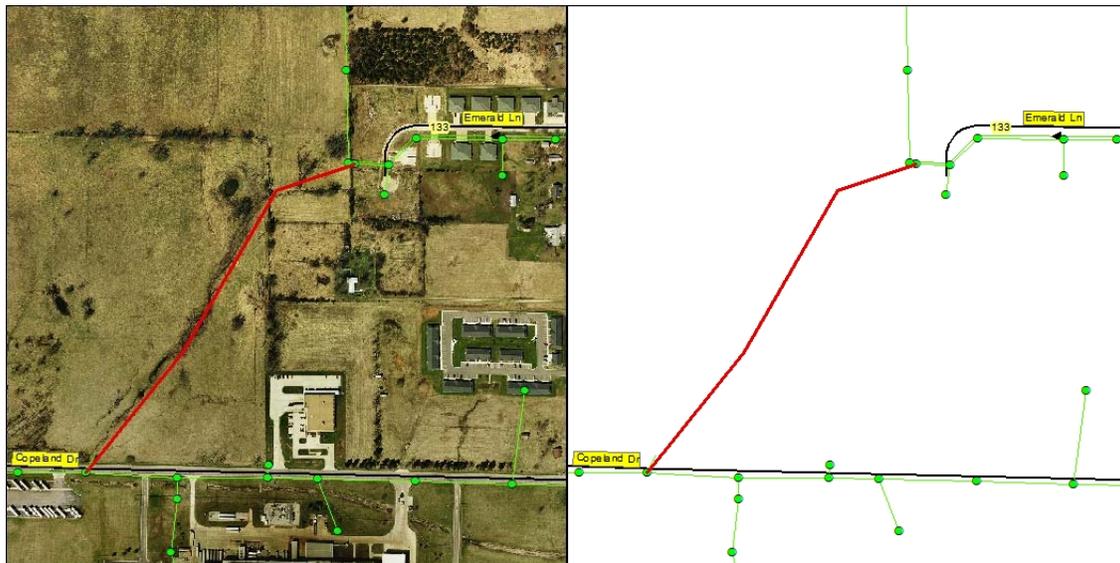
**Department:** 85-Wastewater

**Description:** Install 1700 Linear Feet of 8 inch PVC sewer line and remove the existing lift station.

**Justification:** the existing lift station is reaching the end of its useful service life. Removing it and installing gravity sewer will insure sufficient service to our customers in the future.

**Location:** Emerald Lane

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Sewer Rates</b>	<b>\$100,000</b>					<b>\$100,000</b>
					<b>Project Total</b>	<b>\$100,000</b>



## Sewer Main: Mizer Street

**Project Number:** 85-ENV-001-21

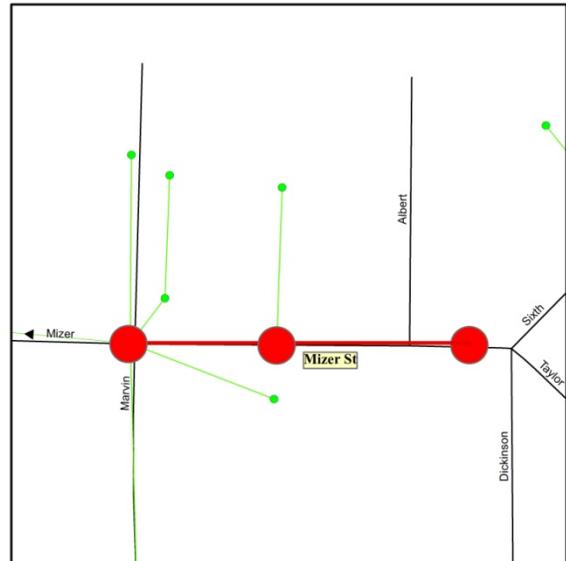
**Improvement Type:** Land and Land Improvements

**Division:** 85-Wastewater

**Description:** Dig up and replace 3 manholes and 450 linear feet of 8 inch diameter Clay Tile pipe with 8 inch diameter PVC. This will be in conjunction with planned street rehabilitation.

**Justification:** Existing sewer mains that have countless defects identified during routine collection system inspections considered failed infrastructure. These lines allow inflow and infiltration into the collection system during rain events contributing to wet-weather peak flows and sanitary sewer overflows.

Funding Source	2020	2021	2022	2023	2024	Totals
Sewer Rates		\$15,000				\$15,000
<b>Project Total</b>						<b>\$15,000</b>



## Sewer Main: Barlow Street

**Project Number:** 85-ENV-002-21

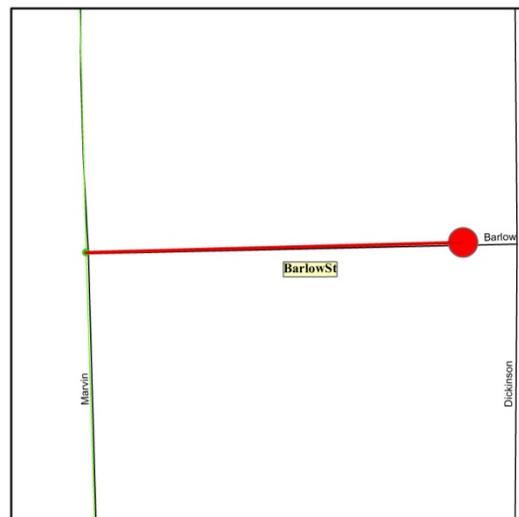
**Improvement Type:** Land and Land Improvements

**Division:** 85-Wastewater

**Description:** Dig up and replace 1 manhole and 400 linear feet of 8 inch diameter Clay Tile pipe with 8 inch diameter PVC. This will be in conjunction with planned street rehabilitation.

**Justification:** Existing sewer mains that have countless defects identified during routine collection system inspections considered failed infrastructure. These lines allow inflow and infiltration into the collection system during rain events contributing to wet-weather peak flows and sanitary sewer overflows.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Sewer Rates</b>		<b>\$12,000</b>				<b>\$12,000</b>
<b>Project Total</b>						<b>\$12,000</b>



## Sewer Main: Marvin Avenue

**Project Number:** 85-ENV-003-21

**Improvement Type:** Land and Land Improvements

**Division:** 85-Wastewater

**Description:** Dig up and replace 3 manholes and 1,000 linear feet of 8 inch diameter Clay Tile pipe with 8 inch diameter PVC. This will be in conjunction with planned street rehabilitation.

**Justification:** Existing sewer mains that have countless defects identified during routine collection system inspections considered failed infrastructure. These lines allow inflow and infiltration into the collection system during rain events contributing to wet-weather peak flows and sanitary sewer overflows.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Sewer Rates</b>		<b>\$27,000</b>				<b>\$27,000</b>
<b>Project Total</b>						<b>\$27,000</b>



## Sewer Main: Perry Street

**Project Number:** 85-ENV-004-21

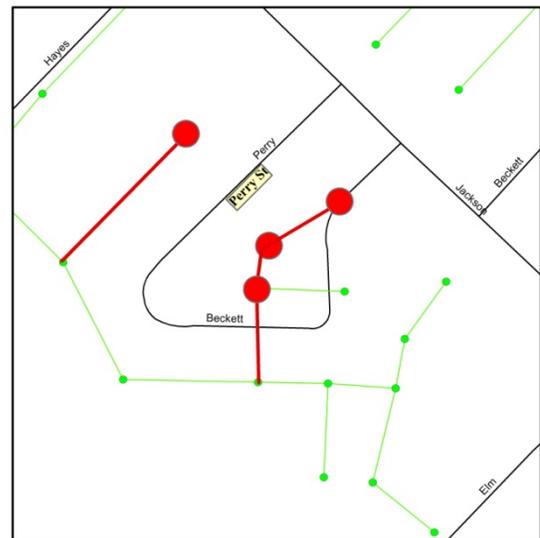
**Improvement Type:** Land and Land Improvements

**Division:** 85-Wastewater

**Description:** Dig up and replace 4 manholes and 1,000 linear feet of 6 inch diameter Clay Tile pipe with 8 inch diameter PVC.

**Justification:** Existing sewer mains that have countless defects identified during routine collection system inspections considered failed infrastructure. These lines allow inflow and infiltration into the collection system during rain events contributing to wet-weather peak flows and sanitary sewer overflows.

Funding Source	2020	2021	2022	2023	2024	Totals
Sewer Rates		\$40,000				\$40,000
<b>Project Total</b>						<b>\$40,000</b>







## Analytical Balance

**Project Number:** 85-ENV-007-21

**Improvement Type:** Machinery and Equipment

**Division:** 85-Wastewater

**Description:** Replacement of EPA compliant analytical balance.

**Justification:** This will replace the existing analytical balance that is used in daily DNR compliance testing. The existing equipment will have reached the end of its useful service life.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Sewer Rates</b>		<b>\$4,000</b>				<b>\$4,000</b>
<b>Project Total</b>						<b>\$4,000</b>







## South Hwy 5 Lift Station

**Project Number:** 85-ENV-001-23

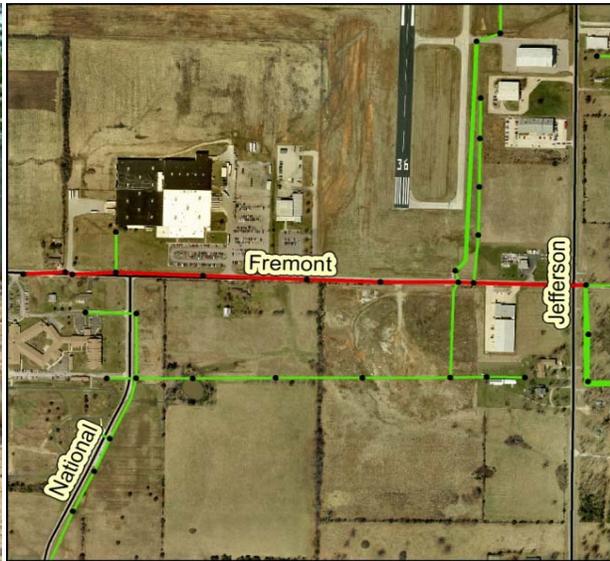
**Improvement Type:** Land and Land Improvements

**Department:** 85-Wastewater

**Description:** Extend existing 8 inch gravity sewer approximately 3,100 linear feet to the southeast tying to the existing gravity sewer line on the east side South Highway 5 that will require a road bore, eliminating two aging lift stations with new more efficient station.

**Justification:** Any new development in this area of the drainage way will require extending the wastewater collection system and installing a new lift station.

Funding Source	2020	2021	2022	2023	2024	Totals
Sewer Rates				\$200,000		\$200,000
<b>Project Total</b>						<b>\$200,000</b>



## Lab/Portable PH, LBOD Meter

**Project Number:** 85-ENV-002-23

**Improvement Type:** Machinery and Equipment

**Division:** 85-Wastewater

**Description:** EPA Compliant Multiparameter Digital Portable PH/ LBOD Meter .

**Justification** This will replace the existing meter that is used in daily DNR compliance testing. The meter has reached the end of its useful service life.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Sewer Rates</b>				<b>\$3,500</b>		<b>\$3,500</b>
<b>Project Total</b>						<b>\$3,500</b>



## Orion Camera (CCTV)

**Project Number:** 85-ENV-001-24

**Improvement Type:** Machinery and Equipment

**Division:** 85-Wastewater

**Description:** Orion Zoom Pan & Tilt digital camera for 4 inch pipe and larger.

**Justification:** This will allow for inspection of 4 and 6 inch sewer mains that the larger camera cannot access. This will also provide a backup camera breaks down or has to be sent in for routine maintenance.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Sewer Rates</b>					<b>\$25,000</b>	<b>\$25,000</b>
					<b>Project Total</b>	<b>\$25,000</b>



## Tower Modification

**Project Number:** 87-WTR-006-15

**Improvement Type:** Building and Building Improvements

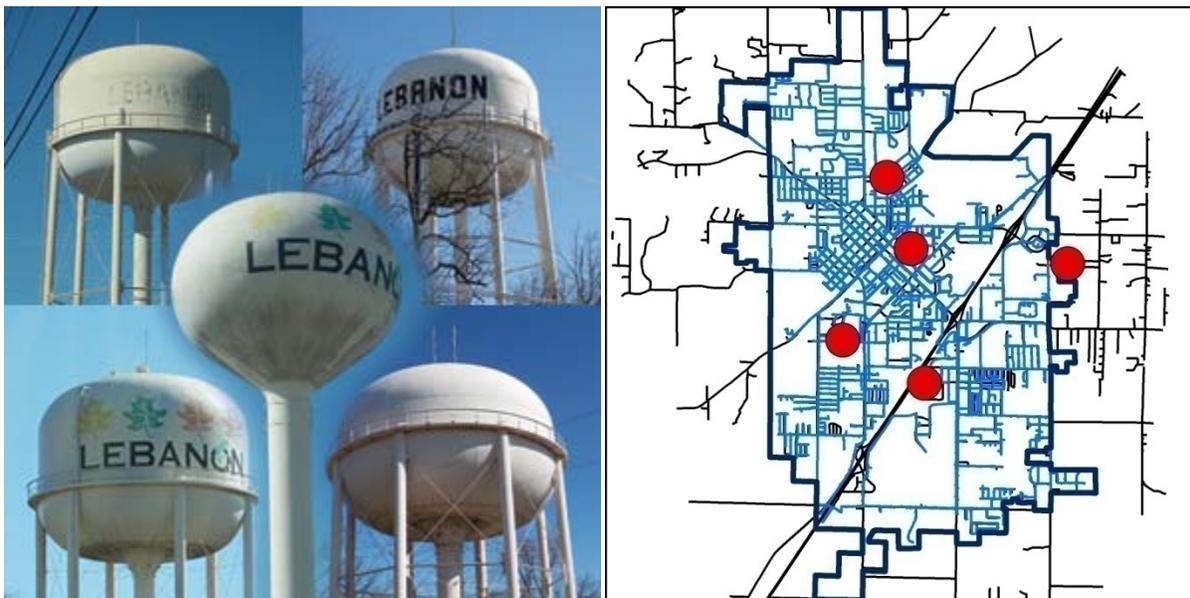
**Department:** 87-Water

**Description:** Modify piping from wells and water towers to achieve recommended chlorine contact time.

**Justification:** DNR Water system inspection recommendation.

**Location:** 301 Lawson Avenue, 643 Ohio Avenue, 539 Mayfield Street, Spiller and Washington Avenue, Glencastle Lane

Funding Source	2020	2021	2022	2023	2024	Totals
Water Rates	\$75,000					\$75,000
<b>Project Total</b>						<b>\$75,000</b>



## Dump Truck

**Project Number:** 87-ENV-007-15

**Improvement Type:** Machinery and Equipment

**Division:** 87-Water

**Description:** Purchase of new tandem axle dump truck to replace a 2002 model unit.

**Justification:** Tandem axle dump trucks are used to haul dirt, haul aggregate, plow snow, and to spread de-icing materials. Tandem axle dump trucks being replaced are approaching the end of expected life.

Funding Source	2020	2021	2022	2023	2024	Totals
Water Rates	150,000		\$135,000			\$285,000
<b>Project Total</b>						<b>\$285,000</b>



## Rosenthal Woodhill North 5 Water Tie-In

**Project Number:** 87-ENV-001-17

**Improvement Type:** Land and Land Improvements

**Department:** 87-Water

**Description:** Construct 850 linear feet of 12 inch water line and 2,600 linear feet of 8 inch water line.

**Justification:** This will eliminate two dead end water lines and tie them together, creating a loop feed improving the water distribution system in this area of the distribution system.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Water Rates</b>	<b>\$120,000</b>					<b>\$120,000</b>
<b>Project Total</b>						<b>\$120,000</b>



## Park Manor Water Line Replacement

**Project Number:** 87-WTR-002-17

**Improvement Type:** Land and Land Improvements

**Department:** 87-Water

**Description:** Replace approximately 1,800 linear feet of 4 inch Cast Iron water line and 41 services with a 6 inch pvc water line.

**Justification:** The existing 4 inch Cast Iron line has a history of leaks.

**Location:** Park Manor

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Water Fund 87</b>		<b>\$55,000</b>				<b>\$55,000</b>
<b>Project Total</b>						<b>\$55,000</b>



## Spiller Tower Renovation

**Project Number:** 87-WTR-003-17

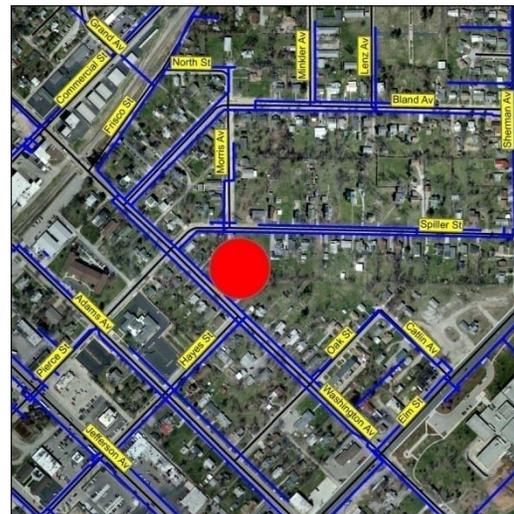
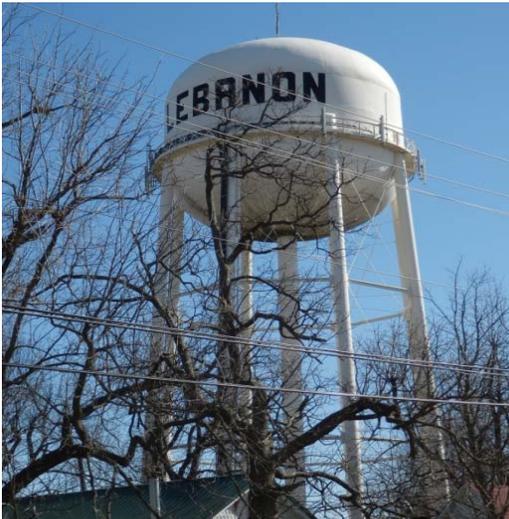
**Improvement Type:** Building and Building Improvements

**Department:** 87-Water

**Description:** Renovation consisting of sandblasting the exterior and repainting interior and exterior. Perform minor repairs to the vents and hatches as needed.

**Justification:** Renovation is required because the interior and exterior coating system has exceeded its life cycle. Failure of the coating system will lead to contamination and deterioration of the tank compromising the integrity of the structure.

Funding Source	2020	2021	2022	2023	2024	Totals
Water Rates	\$360,000					\$360,000
<b>Project Total</b>						<b>\$360,000</b>



## Nathaniel and Steele Water Tie Line

**Project Number:** 87-ENV-001-18

**Improvement Type:** Land and Land Improvements

**Division:** 87-Water

**Description:** Install approximately 1,000 linear feet of 12 inch and 800 linear feet of 8 inch water line and 4 hydrants.

**Justification:** This will eliminate two dead end water lines and tie them together, creating a loop feed improving the water distribution system in this area of the distribution system.

Funding Source	2020	2021	2022	2023	2024	Totals
Water Rates	\$55,000					\$55,000
<b>Project Total</b>						<b>\$55,000</b>



## New Well and Tower

**Project Number:** 87-ENV-002-18

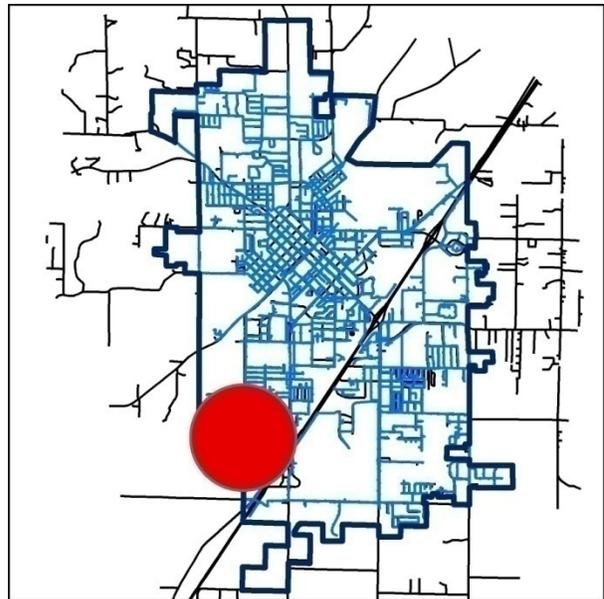
**Improvement Type:** Building and Building Improvements

**Division:** 87-Water

**Description:** Drill new well and construct a water tower to service the Southwest parts of town.

**Justification:** The current source capacity has a 2,102 gallon per minute shortfall when observing 8 hours on and 16 hours off to allow recharge of the groundwater table per the Missouri Department of Natural Resources Southwest Office policy. In addition this will continue to provide quality water and fire protection for new growth.

Funding Source	2020	2021	2022	2023	2024	Totals
Bond Proceeds	\$3,000,000					\$3,000,000
<b>Project Total</b>						<b>\$3,000,000</b>



## Pickup Trucks

**Project Number:** 87-ENV-003-18

**Improvement Type:** Machinery and Equipment

**Division:** 87-Water

**Description:** Purchase of one new ¾ ton and two new ½ ton 4 x 4 pickups to replace 2005 and 2006 model units.

**Justification:** Pickups are used to transport personnel, tools, and equipment to jobsites. Pickups being replaced are approaching the end of service life and in line with the City Capitalization policy.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Water Rates</b>		<b>\$30,000</b>		<b>\$30,000</b>		<b>\$60,000</b>
					<b>Project Total</b>	<b>\$60,000</b>



## Service Truck

**Project Number:** 87-ENV-004-18

**Improvement Type:** Machinery and Equipment

**Division:** 87-Water

**Description:** Purchase of a one ton 4 x 4 pickup to replace 2006 model unit.

**Justification:** One ton pickups are used to transport personnel, tools, and equipment to jobsites. Pickups being replaced are approaching the end of service life and in line with the City Capitalization policy.

Funding Source	2020	2021	2022	2023	2024	Totals
Water Rates	\$85,000					\$85,000
<b>Project Total</b>						<b>\$85,000</b>



## Replace Existing Water Computer Systems

**Project Number:** 87-ENV-005-18

**Improvement Type:** Furniture and Office Equipment

**Division:** 87-Water

**Description:** Replacement of desktops, laptops, or tablets with Win 7 32-bit to Win 10.

**Justification:** Current systems are at their end of life and were purchased in 2014 and 2015. Some were received from Jefferson City state program and were already a few years old. We would like to implement tablets in the field as well to become more mobile and digital. The new systems would be capable of handling current suites and or applications. The tablets will ensure field operations are streamlined into daily business functions and enhance efficiency. The IT Department has worked with a variety of tablets and field tested many. Training has been provided and users understand the VPN capabilities.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Water Rates</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$25,000</b>
<b>Project Total</b>						<b>\$25,000</b>





## Water Main: West Bland

**Project Number:** 87-ENV-002-19

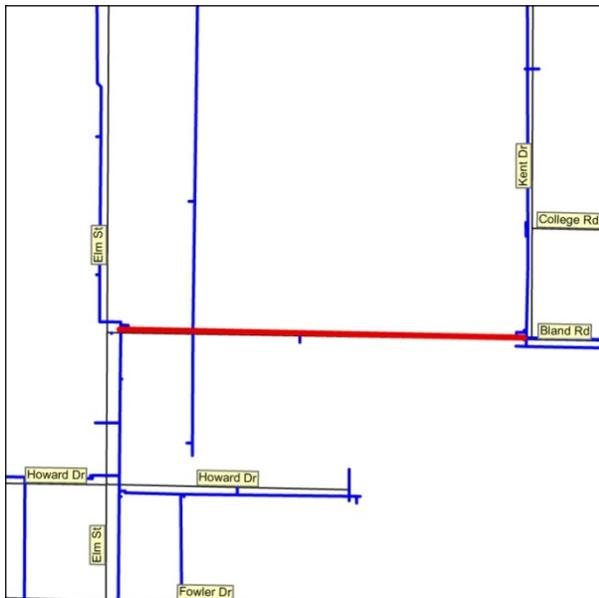
**Improvement Type:** Land and Land Improvements

**Division:** 87-Water

**Description:** Replace 1,250 linear feet of 6 inch cast iron with 12 inch PVC along West Bland between Kent Drive and Elm Street.

**Justification:** Installing the 12 inch main line will improve the fire flows to this area of the distribution system. This is being done in conjunction with the street improvements.

Funding Source	2020	2021	2022	2023	2024	Totals
Water Rates		\$60,000				\$60,000
<b>Project Total</b>						<b>\$60,000</b>



## Bowling Water Tower Top Coat

**Project Number:** 87-ENV-003-19

**Improvement Type:** Building and Building Improvements

**Division:** 87-Water

**Description:** Pressure wash and apply a top coat over the existing paint.

**Justification** The paint on the water tower is 11 years old. By pressure washing and applying a top coat to the existing paint will extend the life of the paint without having to rig a containment curtain and sand blast all of the existing paint and then repaint.

Funding Source	2020	2021	2022	2023	2024	Totals
Water Rates		\$245,000				\$245,000
<b>Project Total</b>						<b>\$245,000</b>



## Water Wells: Chlorine Analyzers Replacements

**Project Number:** 87-ENV-004-19

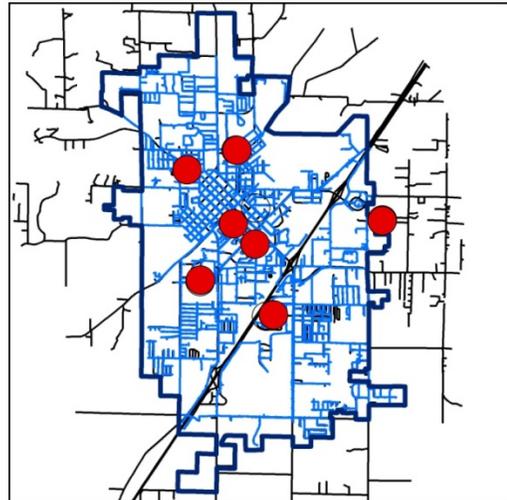
**Improvement Type:** Machinery and Equipment

**Division:** 87-Water

**Description:** Replacement of the existing chlorine analyzers in the seven wells.

**Justification** The existing chlorine analyzers have reached the end of their useful life. The analyzers are used to monitor the chlorine levels at the well. This is a useful tool to better manage the water system and insure safe drinking water is delivered to our customers.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Water Rates</b>	<b>\$4,500</b>					<b>\$4,500</b>
<b>Project Total</b>						<b>\$4,500</b>



## Kansas Avenue Water

**Project Number:** 87-WTR-005-20

**Improvement Type:** Land and Land Improvements

**Department:** 87-Water

**Description:** Install 1500 linier feet of 12 inch PVC main line.

**Justification:** Installing the 12 inch main line will improve the fire flows to this area of the distribution system.

**Location:** Kansas Avenue

Funding Source	2020	2021	2022	2023	202487-	Totals
<b>Water Rates</b>	<b>\$37,000</b>					<b>\$37,000</b>
<b>Project Total</b>						<b>\$37,000</b>



## Glencastle Tower

**Project Number:** 87-ENV-006-20

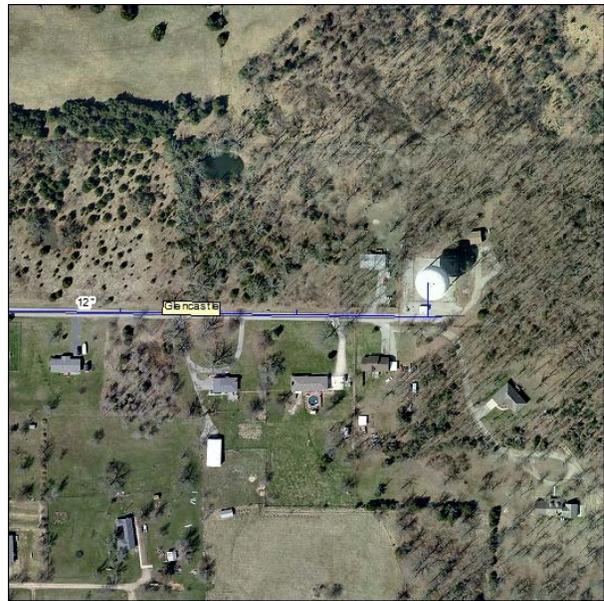
**Improvement Type:** Building and Building Improvements

**Division:** 87-Water

**Description:** Renovation consisting of sandblasting the exterior and repainting interior and exterior. Perform minor repairs to the vents and hatches as needed.

**Justification:** Renovation is required because the interior and exterior coating system has exceeded its life cycle. Failure of the coating system will lead to contamination and deterioration of the tank compromising the integrity of the structure.

Funding Source	2020	2021	2022	2023	2024	Totals
Water Rates	\$500,000					\$500,000
<b>Project Total</b>						<b>\$500,000</b>





## Water Well Critical Parts

**Project Number:** 87-WTR-008-20

**Improvement Type:** Machinery and Equipment

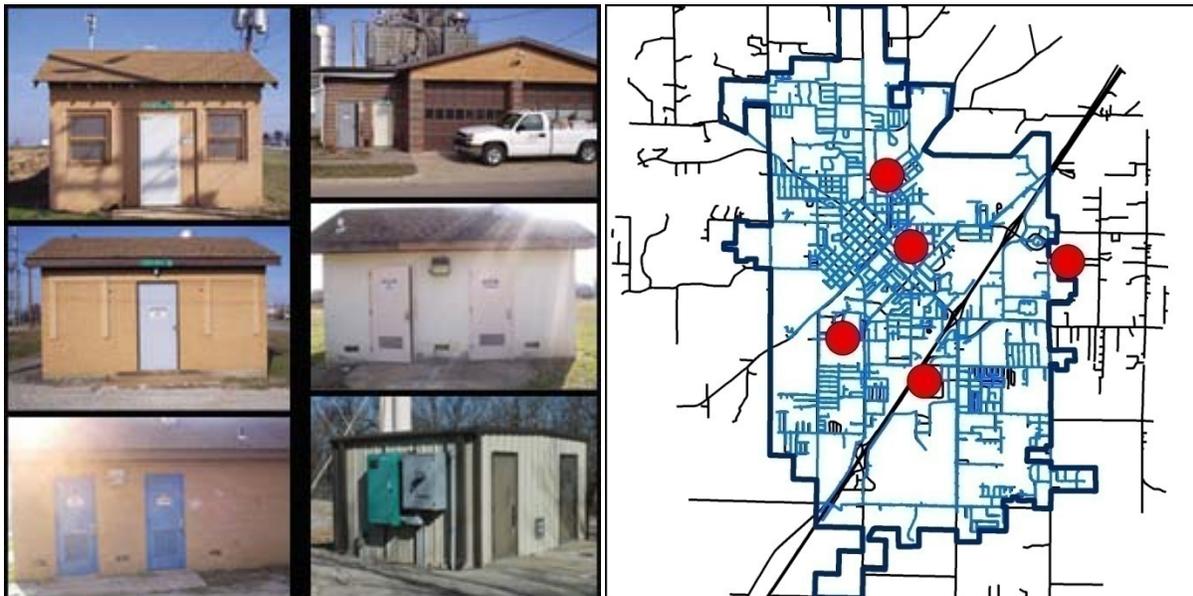
**Department:** 87-Water

**Description:** Keep in stock critical parts for the operation and maintenance of the water wells and towers.

**Justification:** To keep the wells and towers in good operating condition

**Location:** 301 Lawson Avenue, 643 Ohio Avenue, 539 Mayfield Street, Spiller and Washington Avenue, Glencastle Lane

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Water Rates</b>	<b>\$20,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$60,000</b>
<b>Project Total</b>						<b>\$60,000</b>



## Water Tie Line: Twin Oaks & Tower

**Project Number:** 87-ENV-001-21

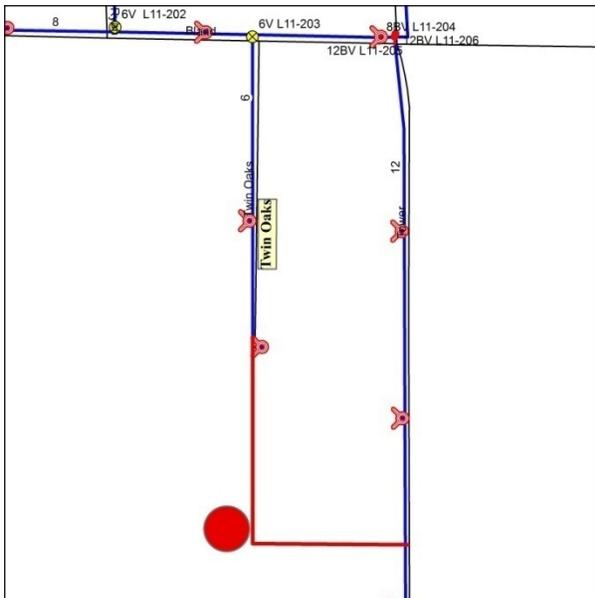
**Improvement Type:** Land and Land Improvements

**Division:** 87-Water

**Description:** Install approximately 650 linear feet of 6 inch and 350 linear feet of 8 inch water line and 1 fire hydrant.

**Justification:** This will eliminate a dead end water line, creating a loop feed improving the water distribution system in this area of the distribution system.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Water Rates</b>		<b>\$16,000</b>				<b>\$16,000</b>
<b>Project Total</b>						<b>\$16,000</b>



## Water Main: Mizer

**Project Number:** 87-ENV-002-21

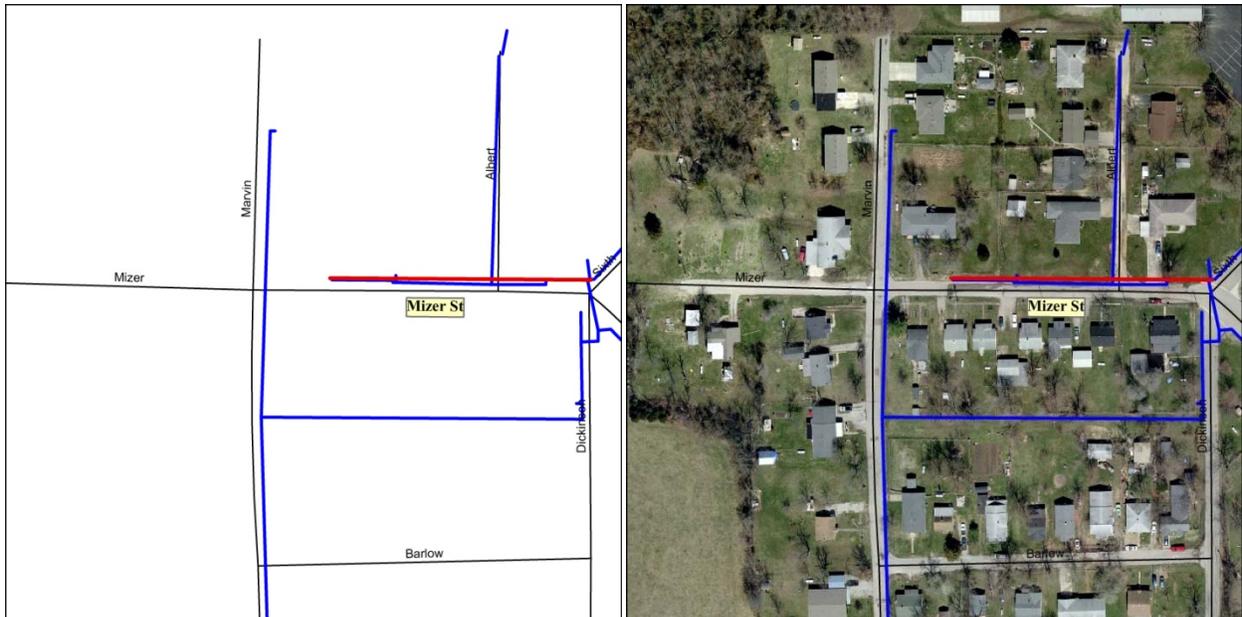
**Improvement Type:** Land and Land Improvements

**Division:** 87-Water

**Description:** Replace 600 linear feet of 4 inch cast iron main line with 6 inch PVC.

**Justification:** The existing cast iron lines have a history of leaks. Installing the 6 inch main line will improve the fire flows to this area of the distribution system.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Water Rates</b>		<b>\$16,000</b>				<b>\$16,000</b>
<b>Project Total</b>						<b>\$16,000</b>



## Water Main: Barlow

**Project Number:** 87-ENV-003-21

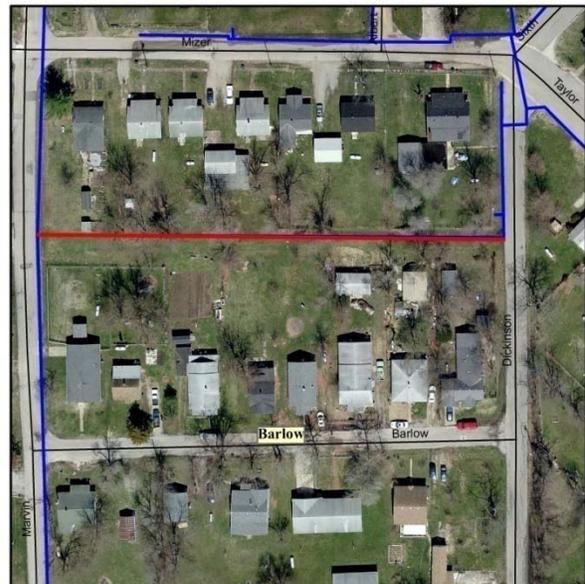
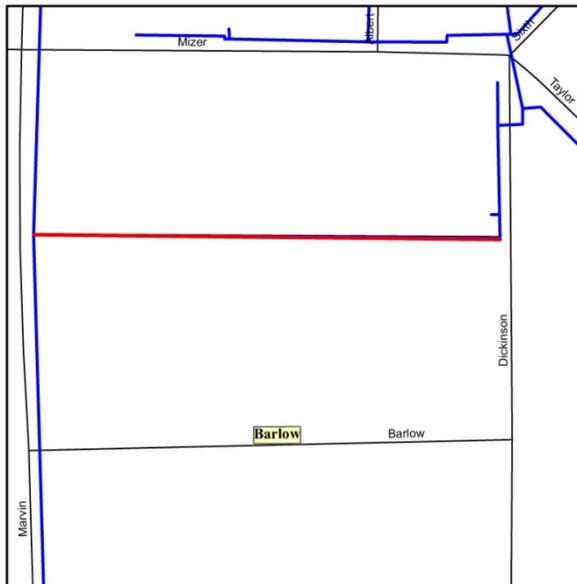
**Improvement Type:** Land and Land Improvements

**Division:** 87-Water

**Description:** Replace 450 linear feet of 4 inch cast iron main line with 6 inch PVC.

**Justification:** The existing cast iron lines have a history of leaks. Installing the 6 inch main line will improve the fire flows to this area of the distribution system.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Water Rates</b>		<b>\$17,000</b>				<b>\$17,000</b>
<b>Project Total</b>						<b>\$17,000</b>



## Water Main: Marvin

**Project Number:** 87-ENV-004-21

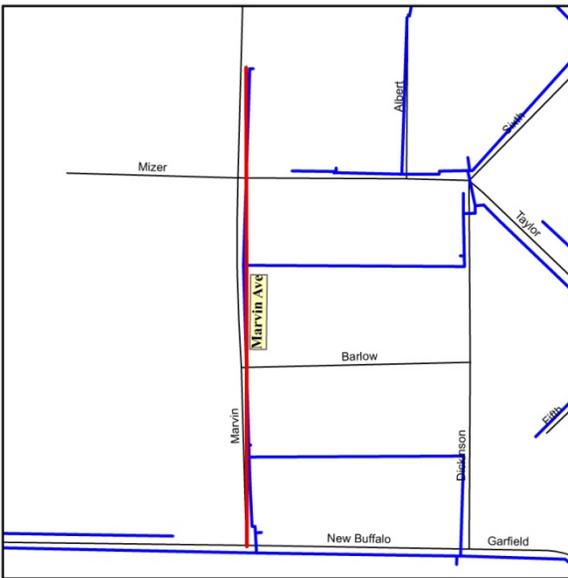
**Improvement Type:** Land and Land Improvements

**Division:** 87-Water

**Description:** Replace 1,000 linear feet of 4 inch cast iron main line with 6 inch PVC.

**Justification:** The existing cast iron lines have a history of leaks. Installing the 6 inch main line will improve the fire flows to this area of the distribution system.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Water Rates</b>		<b>\$32,000</b>				<b>\$32,000</b>
<b>Project Total</b>						<b>\$32,000</b>



## Water Main: Albert

**Project Number:** 87-ENV-005-21

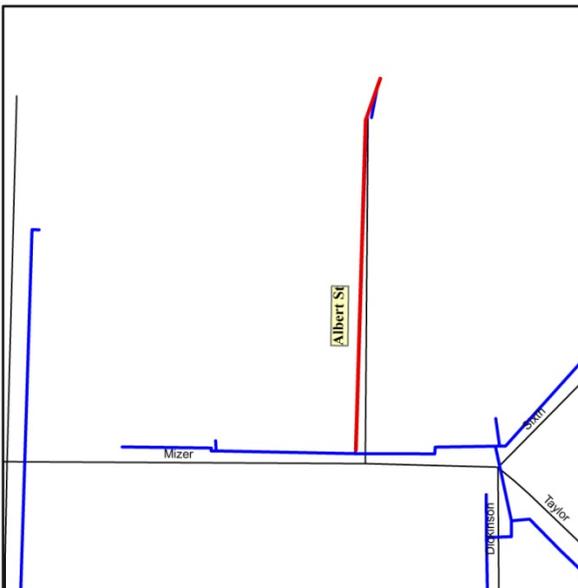
**Improvement Type:** Land and Land Improvements

**Division:** 87-Water

**Description:** Replace 350 linear feet of 4 inch cast iron main line with 6 inch PVC.

**Justification:** The existing cast iron lines have a history of leaks. Installing the 6 inch main line will improve the fire flows to this area of the distribution system.

Funding Source	2020	2021	2022	2023	2024	Totals
Water Rates		\$13,000				\$13,000
<b>Project Total</b>						<b>\$13,000</b>



## Water Main: Dickinson

**Project Number:** 87-ENV-006-21

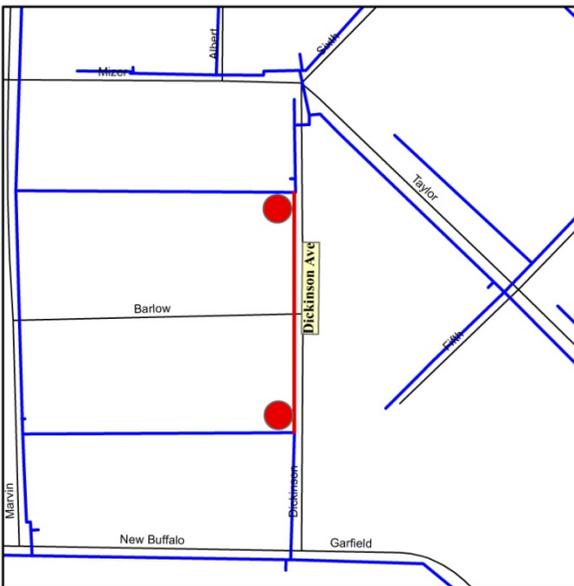
**Improvement Type:** Land and Land Improvements

**Division:** 87-Water

**Description:** Install approximately 500 linear feet of 6 inch water line and 2 fire hydrants.

**Justification:** This will create a loop feed improving the water distribution system in this area of the distribution system.

Funding Source	2020	2021	2022	2023	2024	Totals
Water Rates		\$13,000				\$13,000
<b>Project Total</b>						<b>\$13,000</b>



## Water Services: New Buffalo Road

**Project Number:** 87-ENV-007-21

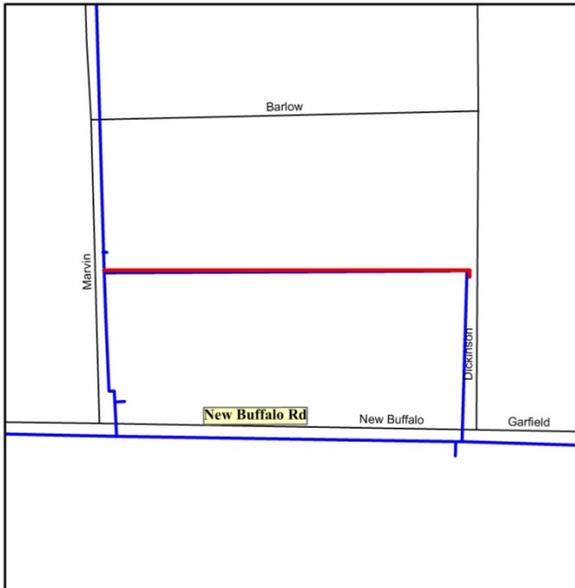
**Improvement Type:** Land and Land Improvements

**Division:** 87-Water

**Description:** Move 6 customers from the 4 inch cast iron water line to the 12 inch PVC water line along New Buffalo Road between Marvin and Dickinson Avenue.

**Justification:** This will eliminate approximately 450' of aged 4 inch cast iron water main line, improving the water distribution system in this area of the distribution system.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Water Rates</b>		<b>\$7,500</b>				<b>\$7,500</b>
<b>Project Total</b>						<b>\$7,500</b>



## Water Distribution System Improvements

**Project Number:** 87-ENV-008-21

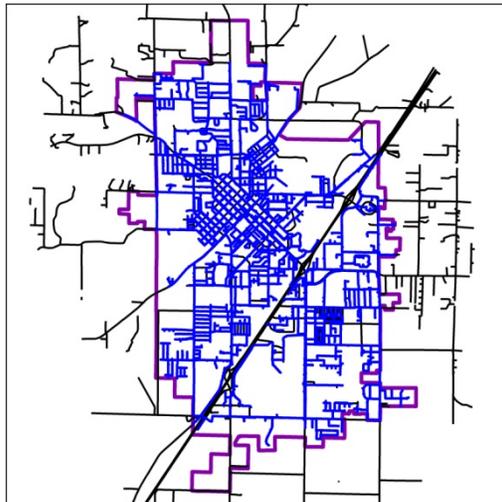
**Improvement Type:** Land and Land Improvements

**Division:** 87-Water

**Description:** Water Distribution System Improvements.

**Justification** This is for improvements that are identified in the water distribution system hydraulic study.

Funding Source	2020	2021	2022	2023	2024	Totals
Water Rates		\$500,000	\$500,000	\$500,000	\$500,000	\$2,000,000
<b>Project Total</b>						<b>\$2,000,000</b>



## Water Main: Owens

**Project Number:** 87-ENV-001-22

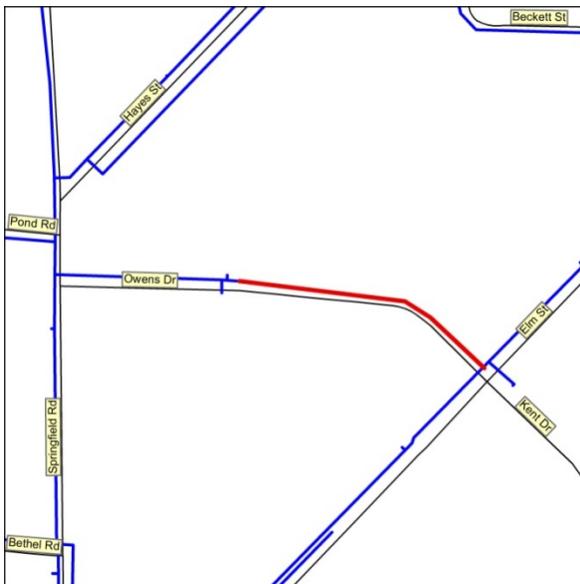
**Improvement Type:** Land and Land Improvements

**Division:** 87-Water

**Description:** Install 650 linear feet of 6 inch PVC water line along Owens Drive between Springfield and Elm Street.

**Justification** This will create a loop feed improving the water distribution system in this area of the distribution system. This is being done in conjunction with the street improvements.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Water Rates</b>			<b>\$22,000</b>			<b>\$22,000</b>
<b>Project Total</b>						<b>\$22,000</b>





## Water Main: Frank Street

**Project Number:** 87-ENV-001-23

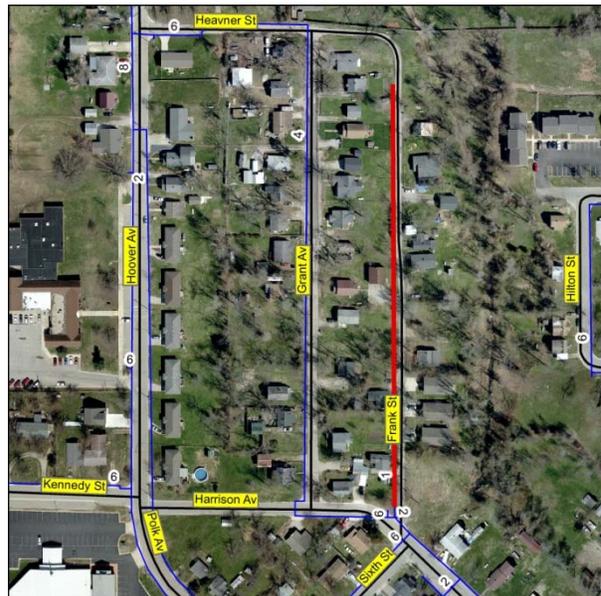
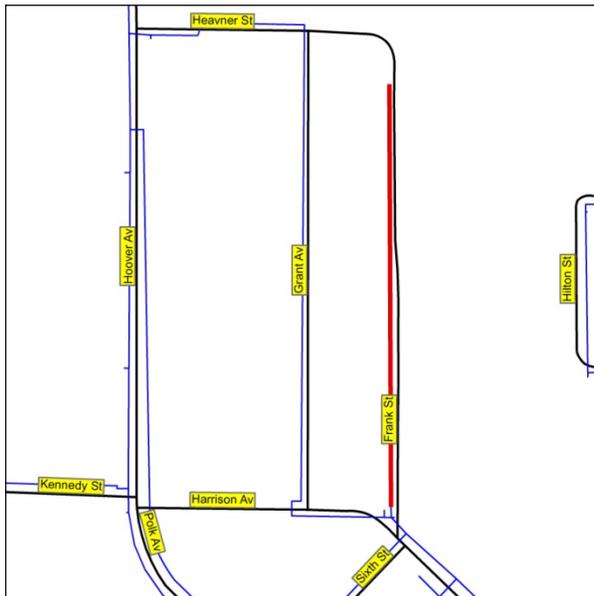
**Improvement Type:** Land and Land Improvements

**Division:** 87-Water

**Description:** Replace approximately 1150 linear feet of 1 inch galvanized water line with 2 inch PVC along Frank Street.

**Justification** The existing aged galvanized line has a history of leaks and by installing a new 2 inch line will improve the water distribution system in this area of the distribution system.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Water Rates</b>				<b>\$7,000</b>		<b>\$7,000</b>
<b>Project Total</b>						<b>\$7,000</b>





## Water Main: Manors and South Hwy 5

**Project Number:** 87-ENV-003-23

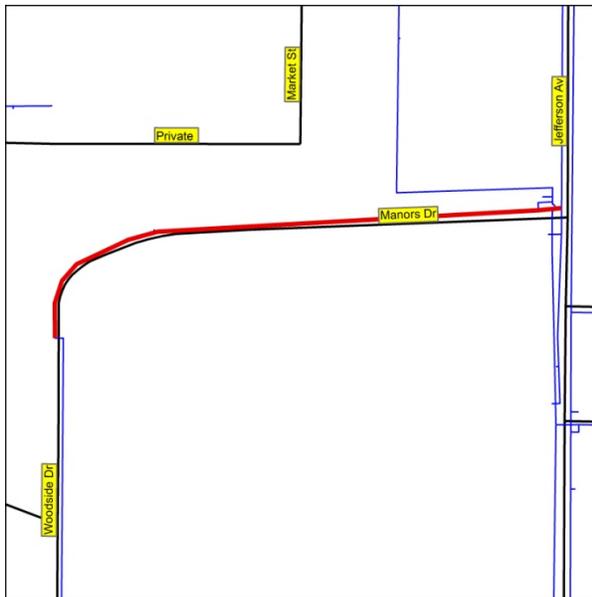
**Improvement Type:** Land and Land Improvements

**Division:** 87-Water

**Description:** Replace approximately 1800 linear feet of 6 inch cast iron water line along Manors between Woodside and Hwy 5.

**Justification** This existing aged 6 inch cast iron pipe has a history of leaks and by installing a new 6 inch PVC line it will improve the water distribution system in this area of the distribution system

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Water Rates</b>				<b>\$21,000</b>		<b>\$21,000</b>
<b>Project Total</b>						<b>\$21,000</b>



## Overview

The Finance Department ensures the accurate accounting, disbursement, and safeguarding of City funds by maintaining accounting and fixed asset records and issuing reports in conformance with generally accepted accounting principles. Services provided to the City's operating departments/divisions include procurement, financial reporting, debt management, investment management, payroll, accounts payable, capital asset control, budget management, inventory supply control, and accounts receivable. Finance also oversees the auditing of the City.

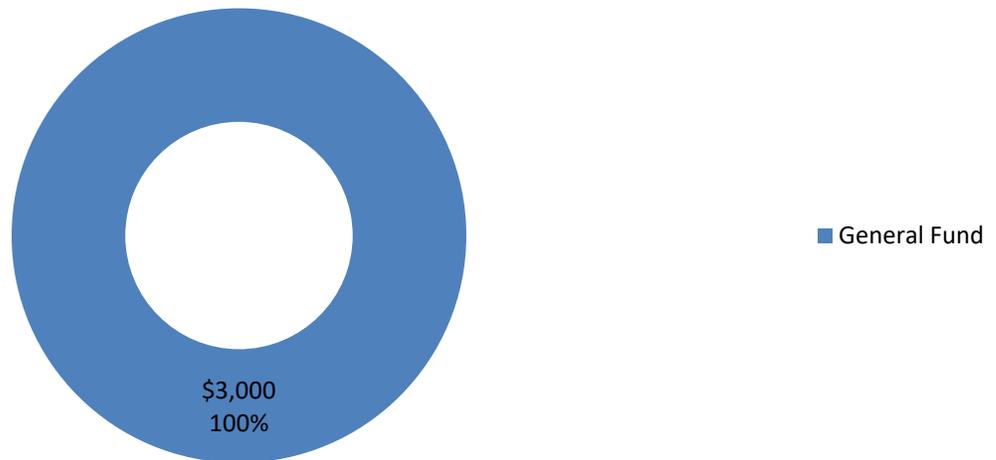
### Funding

Capital improvement projects for the Finance Department are funded primarily using revenues in the General Fund.

### Projects

Capital projects for the Finance Department are based on a combination of staff identified needs, requests from City Council, and customer needs.

## Project Funding Sources



## Replace Existing Computer Systems

**Project Number:** 01-FIN-001-19

**Improvement Type:** Furniture and Office Equipment

**Division:** 01-Finance Department

**Description:** Replacement of desktops or laptops with Win 7, 32 bit OS with current OS provided by Microsoft.

**Justification:** Current systems will have reached their end of life and operate on Win 7. Applications and suites will modify the way Finance is driven. Higher computing capacity will be required to process data efficiently. As Incode, CMMS, and other databases are used more and more, the system must keep up. Current systems were purchased or upgraded in 2014. The IT Department has recommended 2019 as the year to purchase new systems. The new systems will have Win 10 or greater with faster processing speeds and larger HD for storage.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>General Fund</b>		<b>\$3,000</b>				<b>\$3,000</b>
<b>Project Total</b>						<b>\$3,000</b>



# Fire Department

## Overview

The City of Lebanon Fire Department is committed to providing the highest level of public safety to the community, visitors, and neighbors. The department protects lives and property through fire suppression, emergency medical care, technical rescue, hazardous material mitigation, disaster management, fire prevention and public education. Capital projects for the Fire Department provide vital equipment and facilities to support the mission of this department.

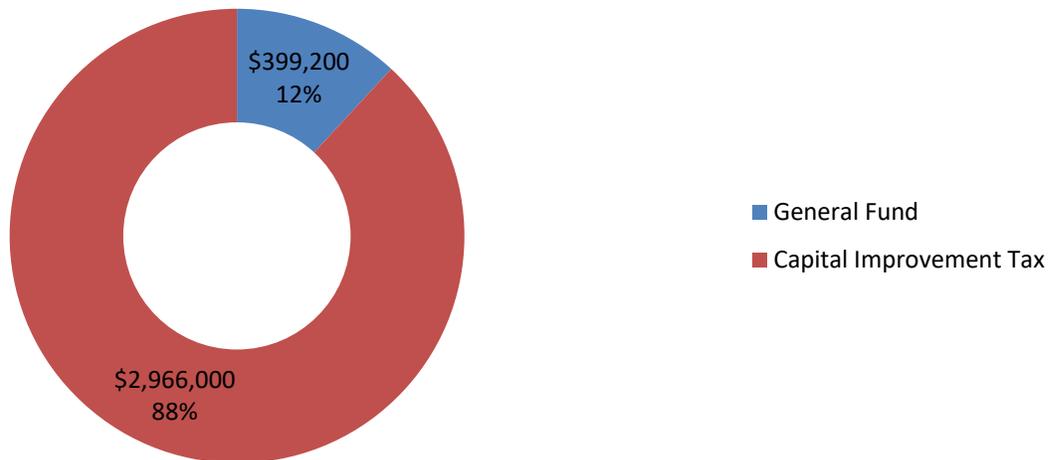
### Funding

Capital improvement projects for the Fire Department are funded using revenues from the Capital Improvement tax or General Fund.

### Projects

Capital projects for the Fire Department are based on a combination of staff identified needs, requests from City Council, and citizen needs.

## Project Funding Sources



## Replacement of Cardiac Monitors

**Project Number:** 01-FDE-002-16

**Improvement Type:** Machinery and Equipment

**Division:** 01-Fire Department

**Description:** Replacement of outdated cardiac monitors/AED.

**Justification:** The department currently utilizes Physio Control LifePak 12 cardiac monitor/AED combination machine. This platform is several years old and has reached its end of service life. Physio Control is no longer supporting the current platform with parts. Physio Control has released the LifePak 15 as the new field monitor. The LP 15 has been improved for field service. It is a more durable device and offers a variety of options for patient care. Mercy EMS utilizes this platform as well. The use of equipment which is compatible with our ambulance service allows for fluid patient care. This replacement plan replaces all our cardiac monitors over the next five years. Beginning in FY16 and completing the program in FY22, we hope to purchase one monitor each year.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund	\$20,000	\$20,000	\$20,000			\$60,000
<b>Project Total</b>						<b>\$60,000</b>



# Fire Department

## Hazardous Materials Identification & Air Monitoring

**Project Number:** 01-FDE-005-16

**Improvement Type:** Machinery and Equipment

**Division:** 01-Fire Department

**Description:** Purchase of equipment used to identify unknown and potentially hazardous substances.

**Justification:** It is not uncommon for fire department personnel to respond to a chemical release. Many times personnel arrive on scene and are not able to identify the chemical. Handling of unknown substances can be dangerous to fire personnel and the community as well. Without knowing the products involved in a release, fire personnel could conduct mitigation procedures which could cause an adverse reaction resulting in injuries to both fire department personnel and civilians. This equipment greatly enhances the departments' ability to identify these substances. In conjunction with identifying unknown substances, air monitoring is vital to the safe mitigation of hazardous material incidents. Crews must be able to identify which direction a product maybe moving and in what concentrations in order to make evacuation and mitigation decisions. In addition, this air monitoring equipment is used to locate propane and natural gas leaks, carbon monoxide, and other harmful products. Fire department personnel respond to a variety of odor investigations in which air monitoring equipment is utilized. In addition, air monitoring equipment is utilized after structure fires to determine when the environment is safe to enter.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund			\$25,000			\$25,000
<b>Project Total</b>						<b>\$25,000</b>







# Fire Department

## Refresh Interior of Stations

**Project Number:** 01-FDE-008-16

**Improvement Type:** Building and Building Improvements

**Division:** 01-Fire Department

**Description:** Paint all interior surfaces at both fire stations.

**Justification:** Each of the fire stations was remodeled in 2002. This included new drywall, texture, and paint along with insulation and drop ceilings. In 2010 the interior walls were repainted by fire department personnel. Fresh paint along with any minor wall repairs will enhance the environment fire department personnel must live in for a third of their lives. Continued maintenance will increase the useful life of the structures. The figures below include materials and labor by Facilities Maintenance staff.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund			\$12,000			\$12,000
<b>Project Total</b>						<b>\$12,000</b>



## Traffic Control Signal Light Station 2

**Project Number:** 01-FDE-013-16

**Improvement Type:** Machinery and Equipment

**Division:** 01-Fire Department

**Description:** Flashing traffic control signal.

**Justification:** Civilian traffic on South Highway 5 in front of Fire Station 2 frequently does not stop when a fire apparatus pulls out of the station responding to calls. Often apparatus is forced to set on the apron with lights and sirens on to allow vehicles to pass before they can leave the station. A traffic control device such as flashing warning lights some distance from the station could reduce the frequency of this problem. A manually activated switch would turn on the flashing lights and warn traffic of the fire apparatus exiting the station.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund			\$30,000			\$30,000
<b>Project Total</b>						<b>\$30,000</b>



## Fire Safety Trailer

**Project Number:** 01-FDE-002-17

**Improvement Type:** Machinery and Equipment

**Division:** 01-Fire Department

**Description:** Public life safety fire and weather alert training trailer.

**Justification:** The fire safety house is a tool utilized to teach adults and children fire safety in the home. The trailers have working smoke alarms, heated doors, and fake smoke all of which make the experience life like. In addition, the trailers also have a weather alert module which helps teach children to seek shelter. Additional possibilities include a live fire extinguisher training platform, dialing 911, and climbing out windows on quick deploy ladders. This item could be utilized by all area fire departments, schools, and organizations such as Boy and Girl Scouts.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund		\$60,000				\$60,000
<b>Project Total</b>						<b>\$60,000</b>



## Improvements to Fire Station 1 Roof

**Project Number:** 01-FDE-005-17

**Improvement Type:** Building and Building Improvements

**Division:** 01-Fire Department

**Description:** Replacement or improvement of station roof.

**Justification:** The roof at Station 1 has three different sections. Two of them are TPO membrane type roof coverings and the third is a metal roof. The two TPO roof surfaces over the living and office space are flat and nearing 20 years of age. Roof leaks are common in this area and multiple attempts to repair leaks have been completed. The metal roof over the bay area is also nearly 20 years old. This portion of the roof is overlapped metal sheets which are screwed into a frame with rubber washer, metal screws. Water damage is evident in large portions of the bay area. Metal roofs contract and move over time due to exposure to heat and cold. Phase 1 of this project repairs the roof over the bay area in FY20, the same year the insulation in the bay is recommended for replacement. During this phase a tar or membrane surface should be placed over the metal sheeting. Phase two in FY21 places a new membrane cover over the remaining portions of the roof. Maintenance of these roofs will extend the life of the structures.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>General Fund</b>	<b>\$30,000</b>	<b>\$15,000</b>				<b>\$45,000</b>
<b>Project Total</b>						<b>\$45,000</b>





## Insulation in Bay Area Station 1

**Project Number:** 01-FDE-003-18

**Improvement Type:** Building and Building Improvements

**Division:** 01-Fire Department

**Description:** Replace rolled insulation at Fire Station 1 in the bay area.

**Justification:** In 2002 when the bay area of Fire Station 1 was added-on it was constructed with a metal roof. Underneath the roof rolled insulation was added to assist with heating of the bay. Due to the design and construction of a metal roof, water has leaked onto the insulation causing damage to the insulation. The insulation has been repaired in the past. Currently there is evidence of further water damage. Replacing the insulation will improve the environment and maintain the insulating effect in the bay area.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund	\$10,000					\$10,000
<b>Project Total</b>						<b>\$10,000</b>



## Install Security Cameras

**Project Number:** 01-FDE-004-18

**Improvement Type:** Building and Building Improvements

**Division:** 01-Fire Department

**Description:** Installation of security cameras at Fire Stations #1 and #2.

**Justification:** Over the past few years the department has been subject to theft and damage to personal property in the parking lot. Cash and personal belongings have been removed without permission. Department property has also been stolen or damaged with no clear explanation of how the damage was sustained. Security cameras would allow for the recording of these acts and possibly even deter them from occurring. The security cameras would also enhance the safety of personnel in the stations. While not always true, the presence of cameras may help to diminish acts of violence and theft against personnel. Cameras should be placed overlooking the parking lots, all entrances, and interior public spaces such as the hallways and apparatus bay area.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund		\$5,000				\$5,000
<b>Project Total</b>						<b>\$5,000</b>



## Training Props

**Project Number:** 01-FDE-006-18

**Improvement Type:** Machinery and Equipment

**Division:** 01-Fire Department

**Description:** Purchase or construction of a variety of training props.

**Justification:** The Fire Department is tasked with response to any number of technical incidents. These incidents include anything from structural firefighting to technical rescue. A rapid and efficient response is vital to a successful outcome. Firefighters are expected to utilize a wide variety of equipment, skills, and technical ability. Many technical incidents are low frequency events with high impact results. The time to learn how to use this equipment is not during an incident. Having a designated location along with props which demonstrate situations emergency personnel will face is critical to their job. Props can be built and utilized repeatedly thereby exposing personnel more often. With repeated exposure skills are improved along with firefighter confidence. Each year a variety of props can be built or purchased with these funds.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$12,500
<b>Project Total</b>						<b>\$12,500</b>







## Update Station Interior Lighting

**Project Number:** 01-FDE-002-20

**Improvement Type:** Building and Building Improvements

**Division:** 01-Fire Department

**Description:** Installation of LED lighting at Fire Stations #1 and #2.

**Justification:** The current light fixtures utilized at both stations are aging halogen lights. LED light fixtures can improve the lighting within the buildings and reduce actual cost of electricity. Many of the current light fixtures are close to 17 years old and are beginning to fail. Replacing them with LED lights will improve the life of the fixtures as well.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund	\$6,000					\$6,000
<b>Project Total</b>						<b>\$6,000</b>





## Repair of Flag Poles & Placement of 9/11 Piece

**Project Number:** 01-FDE-002-21

**Improvement Type:** Building and Building Improvements

**Division:** 01-Fire Department

**Description:** Replace aging flag poles and associated landscaping.

**Justification:** The proper display of the American Flag cannot be understated. The current flag poles at each station are extremely old and do not present a positive image of the flag. These poles are in need of sandblasting, repainting, and replacing hoisting hardware including pulleys and locking devices. The balls on top of each pole should be repaired or replaced as well. The pole at Station 2 has even been damaged, cut, and repaired in place. New flag poles and landscaping will enhance the look of the property and improve relations with local veterans. Several years ago the department acquired a piece of the Twin Towers. This section of I-Beam should be on public display.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund		\$5,000				\$5,000
<b>Project Total</b>						<b>\$5,000</b>



## Update Station Alerting System

**Project Number:** 01-FDE-003-21

**Improvement Type:** Building and Building Improvements

**Division:** 01-Fire Department

**Description:** Installation of station alerting systems.

**Justification:** Recent studies suggest that fire fighters are exposed to increased levels of stress when they are suddenly awoken for a call. Current alerting systems utilize a sudden and loud sound transmitted through speakers located throughout the fire station. To add to the sudden stress, fire fighters are in the dark trying to turn on the lights, find their uniform to respond to calls. Newer alerting systems utilize a ramped-up approach to the alerting system. Allowing the volume of the alert tone to increase over a preset amount of time, reducing the sudden stress on a fire fighters body. These systems can also turn on lights in the bedroom and apparatus floor improving visibility for the fire fighter without stumbling around in the dark.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund		\$10,000				\$10,000
<b>Project Total</b>						<b>\$10,000</b>





## LUCAS CPR Device

**Project Number:** 01-FDE-002-22

**Improvement Type:** Machinery and Equipment

**Division:** 01-Fire Department

**Description:** LUCAS Automatic CPR Device.

**Justification:** High quality CPR is vital to survival of a sudden cardiac arrest event. Medical studies suggest that maintaining high quality CPR during an event can be physically taxing on first responders and CPR is stopped to often during cardiac arrest events. The ability to maintain the compression rates required to maintain the heart and other critical organs is challenging and requires several personnel rotating through compressions. The LUCAS device quickly establishes a steady and accurate CPR depth and rate and reduces the stress on first responders.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund			\$30,000			\$30,000
<b>Project Total</b>						<b>\$30,000</b>







# Fire Department

## Bunker Gear

**Project Number:** 22-FDE-001-17

**Improvement Type:** Machinery and Equipment

**Department:** 01-Fire Department

**Description:** Purchase of new bunker pants, coats, and boots.

**Justification:** The Fire Department has established a bunker gear program which provides each firefighter two set of gear. This allows personnel to wash and repair a set of gear as needed and have a second set to wear. The process also provides a rotation in which no gear is ever 10 years old or older. NFPA recommends replacing gear every 10 years. Quality well maintained bunker gear maintains a high level of firefighter safety.

**Location:** Fire Stations 1 and 2

Funding Source	2020	2021	2022	2023	2024	Totals
Capital Improvement Fund				\$72,000		\$72,000
<b>Project Total</b>						<b>\$72,000</b>



## Mobile Traffic Light Controllers

**Project Number:** 22-FDE-002-17

**Improvement Type:** Machinery and Equipment

**Division:** 01-Fire Department

**Description:** Purchase of devices which the direction of travel associated with traffic signals.

**Justification:** Emergency vehicles are often faced with traffic congestion especially at large intersections which are controlled by traffic lights. Many times this forces the emergency vehicle to drive in the on-coming lanes of traffic. This situation places emergency vehicles head-to-head with traffic which can increase the likelihood of a traffic accident. These devices provide emergency vehicles with the ability to control the traffic signals from a distance. A signaling device temporarily alters the traffic signal giving the responding emergency vehicle a green light at any intersection the devices are installed. This function moves traffic directly in front of the emergency vehicle out of the way and stops cross traffic from proceeding. This greatly reduces and may eliminate the frequency of head-to-head driving. This improves roadway safety for fire personnel and the public.

Funding Source	2020	2021	2022	2023	2024	Totals
Capital Improvement Tax		\$18,000	\$18,000	\$18,000	\$18,000	\$72,000
<b>Project Total</b>						<b>\$72,000</b>



## Bulletproof Vest

**Project Number:** 22-FDE-003-17

**Improvement Type:** Machinery and Equipment

**Division:** 01-Fire Department

**Description:** Purchase of 5 level IIIA bulletproof vests.

**Justification:** Each year across the nation firefighters are physically attacked responding to a variety of incidents. In recent years fire personnel have been the target of gunfire. Law enforcement support is often not immediately available placing fire personnel in harm's way while waiting on law enforcement. Guns, knives, and many other items which can be used as weapons are readily available in any home. Protection of our personnel should be paramount at all times. This plan would provide a bulletproof and trauma vest for all on-duty personnel and administration as well as provide additional vest for personnel who may provide coverage during call-backs. Under normal conditions the life span of a bulletproof vest is five years, which is what most manufacturers warranty them for. After that time the Kevlar fibers begin to degrade and become less effective with passing time. In order to maintain factory warranted bulletproof vests a replacement cycle of five vests a year will be implemented. While not fire department specific, individuals working in the law enforcement profession have survived both ballistic and non-ballistic incidents because they were wearing bulletproof vests. It has been estimated that the risk of dying from gunfire is 14 times higher for an officer not wearing a bulletproof vest than for one who is.

Funding Source	2020	2021	2022	2023	2024	Totals
Capital Improvement Tax		\$5,000				\$5,000
<b>Project Total</b>						<b>\$5,000</b>





## Bay Floors of Fire Station 1

**Project Number:** 22-FDE-002-19

**Improvement Type:** Building and Building Improvements

**Division:** 01-Fire Department

**Description:** Grind and reseal concrete floor of Fire Station 1 bay area.

**Justification:** The concrete floor at Fire Station 1 has not been correctly sealed since its construction in 2002. At the time a local company attempted to seal the floor with clear and red product. The product did not completely adhere to the floor creating areas not protected from water and other fluids. The floor also has a slight ridge running the length of the bay due to an addition that was never made flush, creating a tripping hazard. The floors current sealant does not allow fluids to run off-of and appears to easily stain when exposed to oil and other vehicular fluids. In addition, the floor does not reflect a positive image for a public building such as a fire station.

Funding Source	2020	2021	2022	2023	2024	Totals
Capital Improvement Tax					\$16,000	\$16,000
<b>Project Total</b>						<b>\$16,000</b>



# Fire Department

## Fire Station #3

**Project Number:** 99-FDE-001-16

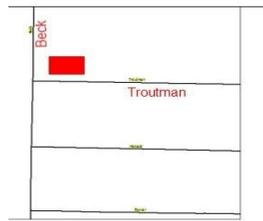
**Improvement Type:** Building and Building Improvements

**Division:** 01-Fire Department

**Description:** Construction and staffing of a third fire station in the Beck and Ivey Lane area.

**Justification:** A third fire station will improve response times to the southwest district of the City where current response times are nearly two to three minutes longer than the other two response districts. Additional on-duty firefighters at all times will improve effectiveness during emergency incidents and could reduce the number of off-duty callbacks. This will allow a portion of the labor costs to be absorbed by the existing budget. The additional on-duty personnel and improved coverage should assist in lowering our ISO rating from a 4 to a 3. Call volume in the southwest district continues to increase. This portion of the City has more open area for development in both commercial and residential lots. This project could take a phased in approach. Phase One, would include land purchase and architectural design of the facility. The current target area for Station 3 is Beck Lane and Ivey Lane. Pricing for land in this area was determined from conversations with local realtors. Sufficient land should be purchased to locate a training facility at the same location. Costs are projected at \$70,000 for 3 acres of land. Phase Two is construction. Cost estimates have been determined from a local contractor and the City of West Plains who just constructed a similar fire station. Construction cost is based on 9000 square feet at \$135.00 per square foot. An additional \$15,000 from the General Fund is allocated for furniture, appliances, and other needs of the station.

Funding Source	2020	2021	2022	2023	2024	Totals
Capital Improvement Tax				\$1,215,000		\$1,215,000
General Fund				\$15,000		\$15,000
<b>Project Total</b>						<b>\$1,230,000</b>





# Facilities Management

## Overview

Facilities Management's primary mission is to maintain and improve City property and grounds. This encompasses a diverse set of responsibilities including, but not limited to, mowing right-of-way, plowing snow, maintaining downtown landscaping, maintaining landscaping at City Hall and Public Works, hanging Christmas decorations, performing routine maintenance on building mechanical systems, performing basic repairs to facilities, and more. Facilities Management is also responsible for planning the long-term mechanical and structural needs of City facilities. Capital projects for Facilities Management are intended to support the various labors of this division and to provide critical upgrades and maintenance for City facilities.

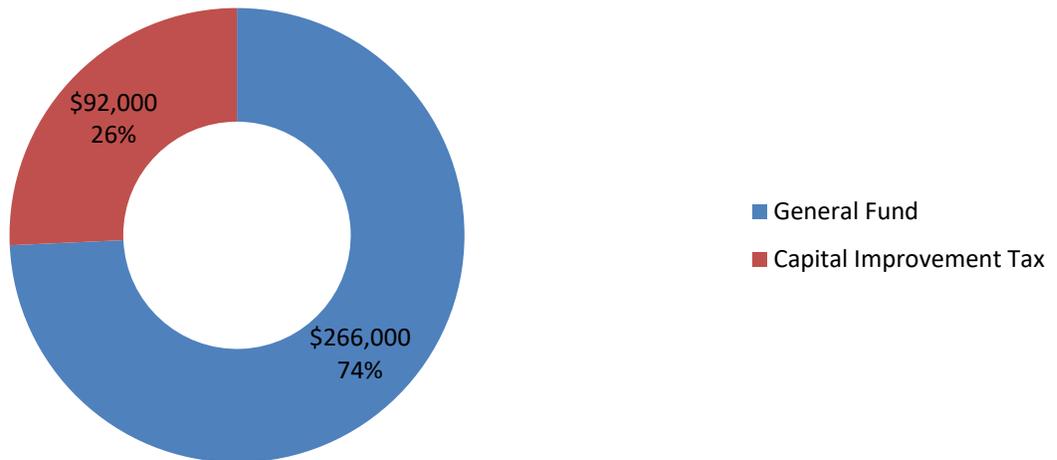
### Funding

Capital improvement projects for Facilities Management are funded using revenues from the Capital Improvement tax or General Fund.

### Projects

Capital projects for Facilities Management are based on a combination of staff identified needs and requests from City Council.

## Project Funding Sources





# Facilities Management

## Half Ton Pickups

**Project Number:** 01-FMS-002-16

**Improvement Type:** Machinery and Equipment

**Division:** 60-Facility Management

**Description:** Replacement of ½ ton pickups.

**Justification:** Replacement of pickups used by Facilities Management. These vehicles are used to transport staff and supplies between job sites in the City network of facilities. One of these vehicles needs to be a ¾ ton 4x4 for snow removal throughout the city parking lots. While the vehicle has been maintained and will continue to be, many of the internal parts of the drive train have significant wear, and will have considerable cost associated with repair or replacement as the truck continues through its service life. The anticipated service life a such vehicles under the Capital Asset policy is anticipated to be seven (7) years. It is recommended that the units be offered for public auction as between the age and miles on the odometer they will have little to no trade-in value on a new vehicle.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund	\$30,000		\$24,000		\$30,000	\$84,000
<b>Project Totals</b>						<b>\$84,000</b>



## Right Of Way Mowing Tractor

**Project Number:** 01-FMS-001-20

**Improvement Type:** Machinery and Equipment

**Division:** Facilities Management

**Description:** Purchase of a new tractor for mowing of right of ways.

**Justification:** This tractor is used for mowing along City streets and right of ways. The tractor will also be used in the removal of animal waste in ag arena.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund	\$35,000					\$35,000
<b>Project Total</b>						<b>\$35,000</b>





## Replace HVAC Units at City Hall

**Project Number:** 22-FMS-001-18

**Improvement Type:** Machinery and Equipment

**Division:** 01-City Administration

**Description:** Replacement of City Hall HVAC units with natural gas units.

**Justification:** City Hall HVAC units to be replaced are on the old pre-remodel and expansion part of City Hall. The units will be 21 years old against a normal service life of 15 years. Additionally, in 2020 the Federal government has stated that they will phase out R22 refrigerant, making our units obsolete. Changing units over to natural gas will increase efficiency and lower energy costs.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Capital Improvement Tax</b>	<b>\$8,000</b>					<b>\$8,000</b>
<b>Project Total</b>						<b>\$8,000</b>



## Replace HVAC Units at Public Works

**Project Number:** 22-FMS-002-20

**Improvement Type:** Building and Building Improvements

**Division:** 60-Facility Management

**Description:** Replacement of HVAC units at Public Works.

**Justification:** Public Works was built in 2005. The rooftop units as well as the units that take care of the bathrooms, break room, and electrical department offices will be 15 years old in 2020. Most units were undersized because of value engineering and are working at maximum capacity during high heat or very cold conditions. In 2020, Federal government has stated that they will phase out R22 refrigerant, making all of our units obsolete. Hopefully by 2020 natural gas will be installed at PW building and similar sized units can be installed thanks to energy efficiency improvements. The rooftop units will be replaced in 2021 and 2022 along with one ground unit in each of those years.

Funding Source	2020	2021	2022	2023	2024	Totals
Capital Improvement Tax	\$6,500	\$16,500	\$16,500			\$39,500
<b>Project Total</b>						<b>\$39,500</b>



## Repair Fire Station #1 Parking Lot

**Project Number:** 22-FMS-003-20

**Improvement Type:** Building and Building Improvements

**Division:** 60-Facility Management

**Description:** Restripe and reseal fire station #1 parking lot.

**Justification:** Fire Station #1 parking lot is showing a lot of wear. A 2" overlay for the entire lot is recommended. After overlay the lot would be restriped.

Funding Source	2020	2021	2022	2023	2024	Totals
Capital Improvement Tax	\$10,000					\$10,000
<b>Project Total</b>						<b>\$10,000</b>



## Elm Street Christmas Decorations

**Project Number:** 22-FMS-005-20

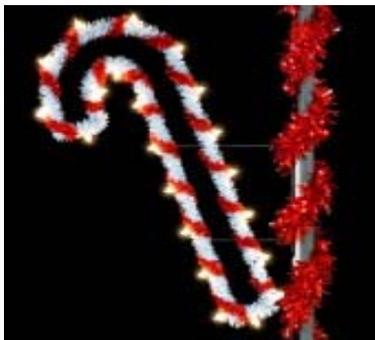
**Improvement Type:** Land and Land Improvements

**Division:** 60-Facility Management

**Description:** Acquisition of Christmas decorations along Elm Street/Route 66.

**Justification:** Christmas decorations have been added along Elm Street over the last several years and this project seeks to continue that effort. The addition of these decorations (candy canes) would provide a decoration on poles past Booten and Springfield Road in 2018 and additional decorations the future years to go the entire length of Elm Street.

Funding Source	2020	2021	2022	2023	2024	Totals
Capital Improvement Tax	\$6,000	\$6,500	\$7,000			\$19,500
<b>Project Total</b>						<b>\$19,500</b>





# Garage and Warehouse

## Overview

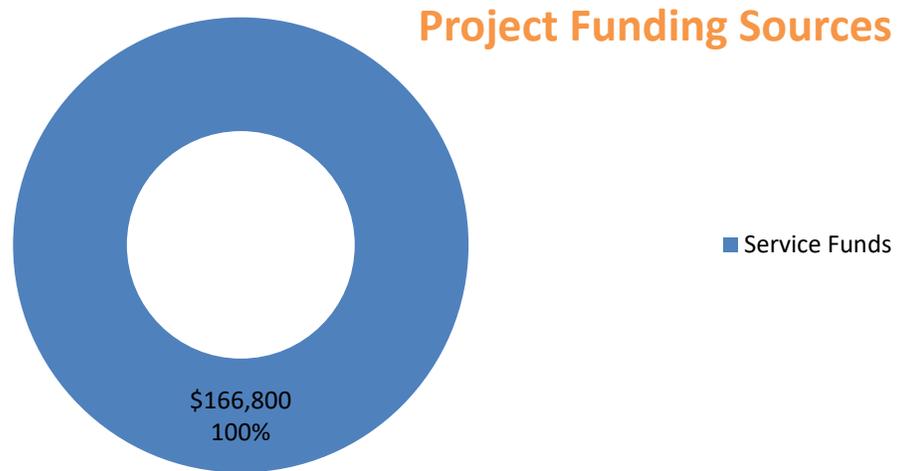
The garage provides preventative maintenance and repair of City vehicles and equipment. Warehouse provides for the receipt of freight deliveries, as well as stocking and maintaining the inventory of parts for various divisions of the City.

### Funding

Capital improvement projects for the Garage and Warehouse Division are funded using revenues from multiple funds.

### Projects

Capital projects for the Garage and Warehouse Division are based on needs anticipated by staff.





## Heavy Truck Scan Tool

**Project Number:** 60-GFM-005-19

**Improvement Type:** Machinery and Equipment

**Division:** 60-Garage

**Description:** Purchase of one (1) heavy truck scan tool

**Justification:** This will give the ability of the Garage to scan and diagnose the different manufacturers of engines that are installed in heavy trucks in the city fleet. Heavy trucks currently must be scheduled and sent to Springfield to diagnose even the simplest codes.

Funding Source	2020	2021	2022	2023	2024	Totals
Service Fund					\$5,000	\$5,000
<b>Project Total</b>						<b>\$5,000</b>



# Garage and Warehouse

## Warehouse/Inventory Enclosure

**Project Number:** 60-GFM-001-20

**Improvement Type:** Machinery and Equipment

**Division:** 60-Warehouse

**Description:** Seal off open access to inventory

**Justification:** Currently inventory is accessible to anyone within the organization which leaves our inventory (assets) unsecured. Enclosing that space will allow for inventory to be controlled and monitored more accurately.

<b>Funding Source</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Totals</b>
<b>Service Fund</b>	<b>\$10,000</b>					<b>\$10,000</b>
<b>Project Total</b>						<b>\$10,000</b>



# Garage and Warehouse

## Garage Office

**Project Number:** 60-GFM-001-22

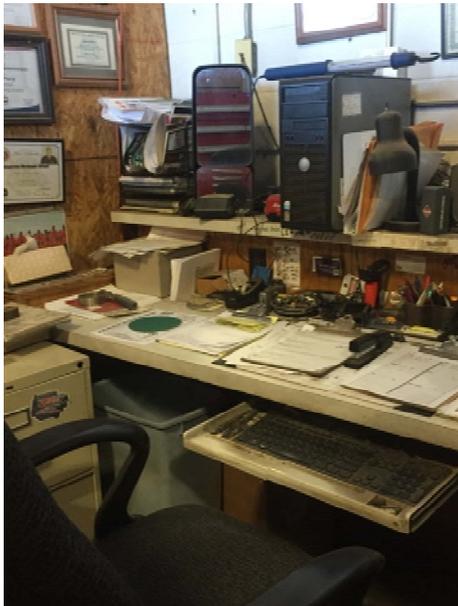
**Improvement Type:** Machinery and Equipment

**Division:** 60-Garage

**Description:** Enclose existing Garage office

**Justification:** Currently it is difficult to hold phone conversations with vendors and manufacturer representatives while running vehicles/equipment and shop work is performed close by. Enclosing the office space will help keep all paperwork dust/debris free and better organized. This will provide for a cleaner, quieter work space in which to conduct Garage business.

Funding Source	2020	2021	2022	2023	2024	Totals
Service Fund			\$6,000			\$6,000
<b>Project Total</b>						<b>\$6,000</b>



## Warehouse Forklift

**Project Number:** 60-GFM-002-22

**Improvement Type:** Machinery and Equipment

**Division:** 60-Warehouse

**Description:** Replacement of Warehouse Forklift used for inventory

**Justification:** The forklift presently operated by the Warehouse was bought in 1998 and sees usage associated with maintaining inventory supplies for the City operation. There is heavy use and wear on the lift. In 2022 this piece of equipment will be x years old, which is within the typically anticipated service life of a well-maintained fork lift. Recommending upgrade to 9000 lb. lift, mass side shift and fork hydraulic shift, backup mirrors, backup alarm, strobe light.

Funding Source	2020	2021	2022	2023	2024	Totals
Service Fund			\$45,000			\$45,000
<b>Project Total</b>						<b>\$45,000</b>





# Information Technology

## Overview

The Information Technology Division is responsible for the security, planning, implementation, and continual support of the City's data, networking equipment, and computer systems. This division is responsible for installing and maintaining all computer related hardware, as well as for installing and upgrading all software executed on these systems. Direction is also provided to the departments to determine future computer system and software needs.

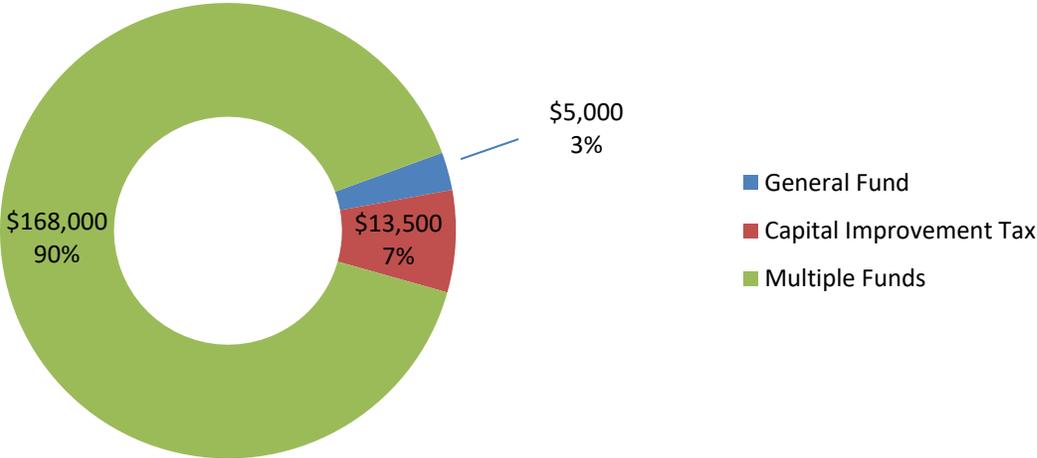
### Funding

Capital improvement projects for Information Technology are funded using revenues from the Capital Improvement tax, or General Fund. In some specific instances the Fiber Fund may be used as well. For large-scale organization-wide projects, a combination of multiple funds may be used for funding.

### Projects

Capital projects for Information Technology are based on a combination of staff identified needs and requests from City Council.

## Project Funding Sources



## Replace Existing Computer Systems

**Project Number:** 01-ITS-001-20

**Improvement Type:** Furniture and Office Equipment

**Division:** 60-Information Technology

**Description:** Replacement of desktops, laptops, and tablets with Win 7 to Win 10 or greater.

**Justification:** Current systems will have reached the end of life and operate under Win 7, 32-bit. Win 10 or greater will be required to continue processing data in efficient manner. The tablets will be used for remote work or field operations. The IT Department is often stretched thin and all over the city. The tablet will allow remote access to servers for troubleshooting.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund				\$5,000		\$5,000
<b>Project Total</b>						<b>\$5,000</b>



## Mobile Data Tablets

**Project Number:** 22-ITS-005-16

**Improvement Type:** Machinery and Equipment

**Division:** 60-Information Technology

**Description:** Purchase of tablet devices for use by staff.

**Justification:** The current Mobile Data Terminals or laptops throughout the field divisions are approximately 5-7 years old. Some were DoD systems and state surplus systems. These computers are out of warranty and are subject to rough conditions and harsh environments. These computers will need to be replaced as soon as possible. Tablets are available and have been field tested based on the department or division; therefore, the migration will begin towards those versus Toughbooks or laptops. The tablets will provide a mobile networked environment to process data through our Local Area Network (LAN) and connect to our vast application suites, such as ITI, Incode, FH, FARO, and ESRI. In FY18, Parks (79), Facilities (63), Fleet/Garage (60-305), Finance (01-170), and Fire Department (01-110) will have the tablet capabilities. In FY19, Civic (01-130), Human Resource (01-145), Information Technology (60-315), Electric (80), Environmental/Waste Water (85-200), and Environmental/Water (87-200) will be the final departments or divisions to receive tablets. Throughout the FY22 and so forth, the request will be for replacements from tablets purchased in FY16 and beyond.

<b>Funding Source</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Totals</b>
<b>Capital Improvement Tax</b>	<b>\$7,500</b>		<b>\$3,000</b>		<b>\$3,000</b>	<b>\$13,500</b>
<b>Project Total</b>						<b>\$13,500</b>

## Capital Hardware/Software Purchase

**Project Number:** 99-ITS-001-16

**Improvement Type:** Machinery and Equipment

**Division:** 60-Information Technology

**Description:** Upgrades and replacement of city wide computing infrastructure.

**Justification:** Updating of routers, switches, servers, wireless devices, peripherals, and miscellaneous items (tools, cabling, etc) nearing the end of its expected lifecycle. The servers were replaced in FY17 and switches in FY18 and 19 for current configuration. The design was implemented by Scale in 2017 with purpose for failover protection and expansion within the city network. In FY 19 and beyond, the IT Department will continue to upgrade, modify, and fix nodes as needed and will continue to support all components. FY 2019 will include the Firewall, and remaining switches, which will be at end of life and support from CISCO.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Multiple funds</b>	<b>\$70,000</b>	<b>\$70,000</b>				<b>\$140,000</b>
<b>Project Total</b>						<b>\$140,000</b>





## Overview

The City Clerk is an appointed officer of the City with duties described by RSMo 77.410, City Code of Ordinances Chapter 2 Administration Section 2-98 Duties of the City Clerk, and Article VII Open Meetings and Records. The City Clerk serves at the pleasure of the Mayor and City Council and is the Custodian of Records. As the Custodian of Records, the City Clerk maintains official records for the City, including minutes, ordinances, resolutions, contracts and other vital documents. The City Clerk is the official election authority for the City and administers all oaths of office. The City Clerk also oversees the issuance of various licenses, serves as clerical support to the Mayor and City Council and various appointed boards/committees, and manages Utility Billing and Cash Collection operations.

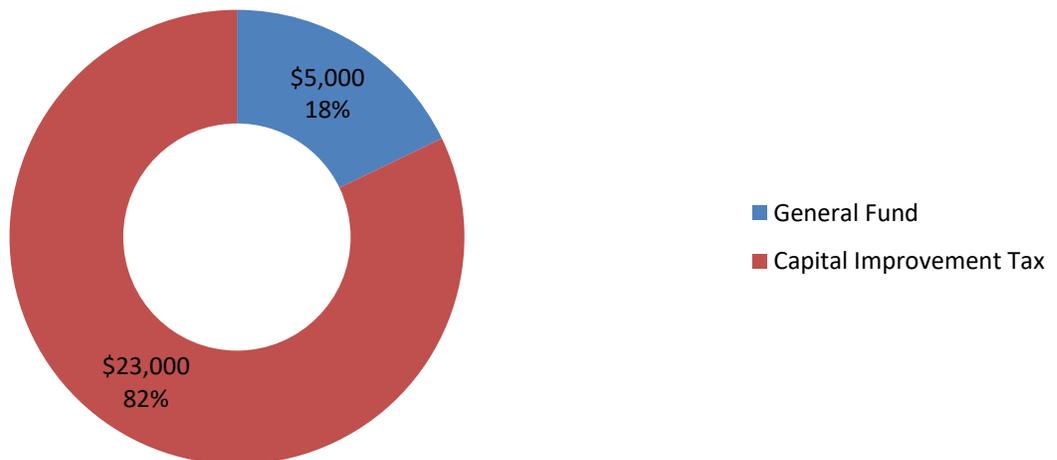
### Funding

Capital improvement projects for the Office of the City Clerk are funded using revenues from the Capital Improvement tax, or General Fund.

### Projects

Capital projects for the Office of the City Clerk are based on a combination of staff identified needs and requests from City Council.

## Project Funding Sources



## Replace Existing Computer Systems

**Project Number:** 01-OCK-001-19

**Improvement Type:** Furniture and Office Equipment

**Division:** 01-City Clerk

**Description:** Replacement of desktops or laptops that are on Win 7, 32-bit.

**Justification:** Current systems will have reached the end of life as they were purchased in 2014 and 2015. The 2014 systems were upgrade options and not suitable for Win10. As City Hall continues to use applications and software suites, the systems must meet the demand. Modifications were made in FY18, which will keep current systems applicable until FY20.

Funding Source	2020	2021	2022	2023	Totals
<b>General Fund</b>	<b>\$5,000</b>				<b>\$5,000</b>
<b>Project Total</b>					<b>\$5,000</b>



## Folder and Inserter Machine

**Project Number:** 22-OCK-001-20

**Improvement Type:** Furniture and Office Equipment

**Division:** 01-City Clerk

**Description:** Replacement of the Pitney Bowes folder and inserter machine purchased in 2013.

**Justification:** The machine will have met its useful life, and due to a high volume of usage, will need to be replaced to continue our current level of operations. The folder and inserter machine is primarily used to fold and stuff utility bills, late notices, accounts payable checks, and annual water quality reports. It is also utilized for special mailings and inserting informational flyers into outgoing mail to our citizens.

Funding Source	2020	2021	2022	2023	Totals
Capital Improvement Tax	\$23,000				\$23,000
<b>Project Total</b>					<b>\$23,000</b>



# Parks and Recreation

## Overview

The Parks and Recreation Department is responsible for maintaining eight parks that cover over 100 acres. Located within these parks are 27 holes of disc golf, nine baseball/softball fields, several playground areas, three paved walking trails, 11 shelters, the Boswell Aquatic Center, Nelson Pond, and a skate park. Capital projects for Parks and Recreation go to enhance park amenities, support ongoing maintenance efforts, and develop new facilities for residents and visitors to enjoy.

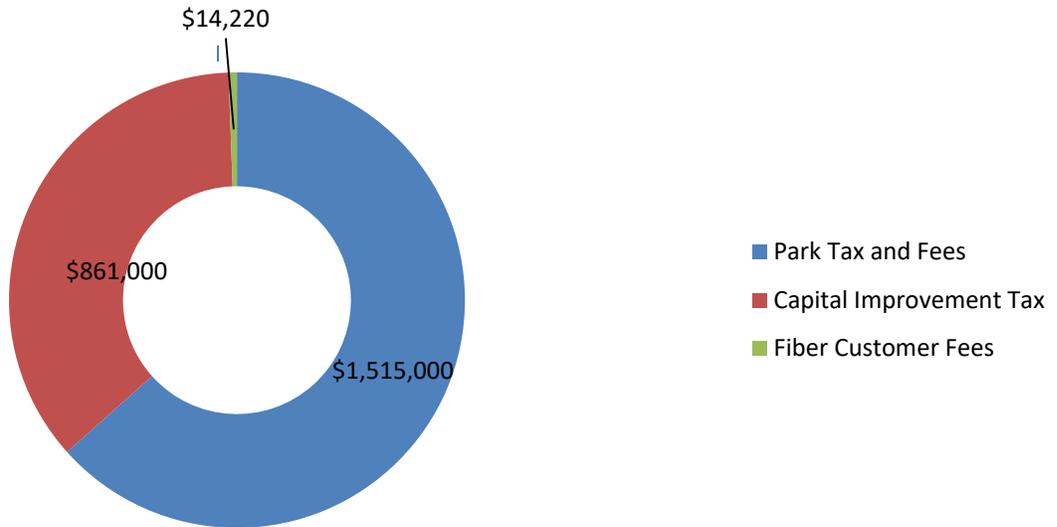
### Funding

Capital improvement projects for the Parks and Recreation Department are funded using revenues from the Parks property tax, park fees, General Fund, or Capital Improvement tax. Parks and Recreation additionally has proceeds in the Park Fund from the sale of the Nelson Education Building in 2014. The Fiber Fund is being used for a special project to provide fiber ring service to Parks and Recreation facilities and allow for full integration with City networks.

### Projects

Capital projects for Parks and Recreation are based on a combination of staff identified needs, Park Board identified needs, ongoing maintenance requirements, citizen desires, and requests from City Council.

## Project Funding Sources



# Parks and Recreation

## Boswell Aquatic Center

**Project Number:** 22-PKD-012-14

**Improvement Type:** Building and Building Improvements

**Division:** 79-Parks

**Description:** Replace existing lounge chairs and picnic tables in 2019. Replace shelter covers and floating toys as well as add new floating toys in 2020. Add zero depth entry to the main pool area and changes to the front entry of the building in 2021.

**Justification:** Several lounge chairs are broken, and need replaced. Shelter covers are the original covers from the remodel and are starting to wear out. Zero depth entry would be extremely beneficial for easier access to the main pool area.

<b>Funding Source</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Totals</b>
<b>Capital Improvement Tax</b>			<b>\$250,000</b>			<b>\$250,000</b>
<b>Park Tax and Fees</b>	<b>\$5,000</b>	<b>20,000</b>				<b>\$25,000</b>
					<b>Project Total</b>	<b>\$275,000</b>

# Parks and Recreation

## Wallace Park

**Project Number:** 22-PKD-005-17

**Improvement Type:** Machinery and Equipment

**Division:** 79-Parks

**Description:** Installation of new playground equipment and additional sidewalks.

**Justification:** The master planning process identified items that would help to increase the patron experience.

<b>Funding Source</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Totals</b>
<b>Capital Improvement Tax</b>		<b>\$65,000</b>				<b>\$65,000</b>
<b>Project Total</b>						<b>\$65,000</b>

## Skate Park Improvements

**Project Number:** 22-PKD-001-19

**Improvement Type:** Land and Land Improvements

**Division:** 79-Parks

**Description:** Upgrades to existing skate park, purchasing of new equipment and expanding of concrete surfacing

**Justification:** Skate boarding is a growing sport and with only one small skate park in the area it needs to be expanded to allow more kids use of the facility.

Funding Source	2020	2021	2022	2023	2024	Totals
Capital Improvement Tax			\$125,000			\$125,000
<b>Project Total</b>						<b>\$125,000</b>

# Parks and Recreation

## Soccer Fields

**Project Number:** 22-PKD-002-19

**Improvement Type:** Land and Land Improvements

**Division:** 79-Parks

**Description:** Converting purchased land at Atchley Park into soccer fields that include restrooms and concession stand, irrigation system, and a turf program.

**Justification:** Additional land was purchased at Atchley Park to move the soccer program on to park property instead of school property. Soccer is a sport that continues to grow and fields on park property has become a necessity.

<b>Funding Source</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Totals</b>
<b>Capital Improvement Tax</b>		<b>\$250,000</b>				<b>\$250,000</b>
<b>Project Total</b>						<b>\$250,000</b>

## Walking and Bicycle Trail

**Project Number:** 22-PKD-001-20

**Improvement Type:** Land and Land Improvements

**Division:** 79-Parks

**Description:** Create a trail throughout the city that connects parks, schools, and the library.

**Justification:** Walk/Bike trails are one of the most sought-after amenities when considering moving to a new community as a resident or moving a business to a community. We have many walkers, joggers, bikers, and kids in the community currently running random routes on existing streets and sidewalks. A trail could also be used for dedicated races and to attract events in the future.

Funding Source	2020	2021	2022	2023	2024	Totals
Capital Improvement Tax		\$250,000		\$250,000		\$500,000
<b>Project Total</b>						<b>\$500,000</b>

## Nelson Park-Parking Lot Improvements

**Project Number:** 22-PKD-001-21

**Improvement Type:** Land and Land Improvements

**Division:** 79-Parks

**Description:** Paving gravel street parking off Maple Lane, adding additional parking off the West end of the ball fields.

**Justification:** Additional parking is needed for the abundance of cars that utilize the ball fields during baseball/softball season.

<b>Funding Source</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Totals</b>
<b>Capital Improvement Tax</b>		<b>\$200,000</b>				<b>\$200,000</b>
<b>Project Total</b>						<b>\$200,000</b>

## Vehicle and Motor Equipment

**Project Number:** 79-PKD-001-14

**Improvement Type:** Machinery and Equipment

**Division:** 79-Parks

**Description:** Replacement of 4-wheel drive, 2 seat Utility Vehicle used for ball field maintenance. Replacement of a 60 inch, zero turn, commercial grade mower with striping kit. Replacement of ½ ton 2 wheel drive Truck with trailer towing package, V8, limited slip-rear end, based off state bid.

**Justification:** To replace vehicles as part of our scheduled vehicle replacement plan. Replace a 2011 model utility vehicle in 2019 and a 2013 model utility vehicle in 2020. Replace a 2014 mower in 2019, replace a 2015 model mower in 2020, replace a 2016 mower in 2021, replace a 2018 model in 2023. Replace a 2006 model truck in 2019 and replace a 2011 truck in 2023. New truck with dump bed in 2022, this will allow us to haul mulch and gravel Replace a 2004 tractor in 2019.

Funding Source	Unit Description	2020	2021	2022	2023	2024	Totals
Park Tax and Fees	Utility Vehicles	\$11,000	\$12,000				\$23,000
	Pickup Truck	\$24,000				\$26,000	\$50,000
	Mower	\$10,000	10,000	\$10,500	\$10,500	\$10,500	\$51,500
	Tractor			\$35,000			\$35,000
	Dump Truck				\$40,000		\$40,000
<b>Project Total</b>							<b>\$199,500</b>



## Playground Fall Protection

**Project Number:** 79-PKD-003-14

**Improvement Type:** Land and Land Improvements

**Division:** 79-Parks

**Description:** Purchase and installation of engineered mulch playground fall protection.

**Justification:** The Consumer Product Safety Council estimates that 79% of playground injuries are caused by falls, which represents more than 200,000 children injured each year. Maintaining an adequate amount of mulch surfacing around the play structures provides a safer fall area for patrons enjoying park equipment.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Park Tax and Fees</b>		<b>\$5,000</b>		<b>\$5,000</b>		<b>\$10,000</b>
<b>Project Total</b>						<b>\$10,000</b>



## WT Vernon Park

**Project Number:** 79-PKD-010-14

**Improvement Type:** Building and Building Improvements

**Division:** 79-Parks

**Description:** Renovate the restrooms for ADA compliance, including fixture replacement. Replace aging playground equipment, and add a 10 car paved parking lot. Install additional playground equipment. We have also purchased land adjacent to the park property that could be upgraded or added to the park.

**Justification:** Restrooms have old out of date fixtures which are hard to find and not ADA compliant. Replace aging equipment with newer safer equipment. A paved parking lot will help address access requirements and other regulations and removes parking from the side of a narrow street.

Funding Source	2020	2021	2022	2023	2024	Totals
Park Tax and Fees			\$100,000			\$100,000
<b>Project Total</b>						<b>\$100,000</b>



# Parks and Recreation

## Harke Park

**Project Number:** 79-PKD-001-15

**Improvement Type:** Machinery and Equipment

**Division:** 79-Parks

**Description:** Install additional walking trail lights, an 18-hole disc golf course, and inclusive playground equipment.

**Justification:** With the growth of disc golf in the area another course has become a greater need. Also providing more playground equipment for children with additional needs has become a priority for Harke Park.

Funding Source	2020	2021	2022	2023	2024	Totals
Park Tax and Fees				\$172,500		\$172,500
<b>Project Total</b>						<b>\$172,500</b>



## Infield Surface Material

**Project Number:** 79-PKD-010-16

**Improvement Type:** Land and Land Improvements

**Division:** 79-Parks

**Description:** Add surface pro league red infield conditioner to the current infield surface material at Atchley, Boswell, and Nelson parks.

**Justification:** New material will add color to the surface which will help with ball visibility. It will also allow the field to be in better playing condition when it rains and keep the surface from hardening during hot and dry weather.

Funding Source	2020	2021	2022	2023	2024	Totals
Park Tax and Fees	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
<b>Project Total</b>						<b>\$25,000</b>



## Walking Trail Maintenance

**Project Number:** 79-PKD-002-17

**Improvement Type:** Land and Land Improvements

**Division:** 79-Parks

**Description:** Resealing of walking trails at Atchley and Harke parks.

**Justification:** Regular maintenance of walking trails.

Funding Source	2020	2021	2022	2023	2024	Totals
Park Tax and Fees		\$14,000			\$15,000	\$29,000
<b>Project Total</b>						<b>\$29,000</b>





## Replace Existing Computer Systems

**Project Number:** 79-PKD-001-19

**Improvement Type:** Furniture and Office Equipment

**Division:** 79-Parks

**Description:** Replacement of desktops, laptops, or tablets with legacy OS.

**Justification:** Current systems are at their end of life and were purchased or upgraded in 2014. As the parks become fiber ready, the systems will need more resources as they will be networked and full suites applied. In 2018, 2 tablets will enhance field operations and enable staff to update information on the spot in mobile environment versus waiting at later time. Tablets will also afford the department real-time processing and field management with regards to park modifications and construction. By reducing paper, the park projects will become reliable on digital media.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Park Taxes and Fees</b>	<b>\$5,000</b>				<b>\$5,000</b>	<b>\$10,000</b>
<b>Project Total</b>						<b>\$10,000</b>



## Sprinkler System-Atchley Park Fields

**Project Number:** 79-PKD-002-19

**Improvement Type:** Land and Land Improvements

**Division:** 79-Parks

**Description:** Install sprinkler system on the Atchley Park field number 2 that didn't get installed in 2016.

**Justification:** Being our premier tournament location a sprinkler system will allow better turf field practices which will result in a better and safer playing surface.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Park Tax and Fees</b>	<b>\$15,000</b>					<b>\$15,000</b>
<b>Project Total</b>						<b>\$15,000</b>

# Parks and Recreation

## Park Signs

**Project Number:** 79-PKD-001-20

**Improvement Type:** Building and Building Improvements

**Division:** 79-Parks

**Description:** Signage to for the park office as well as the Winfrey property. Sign to replace the sign that was moved at Boswell Park during the Route 66 park improvements

**Justification:** Signs for the park office and Winfrey property will help address the visibility issues of the buildings and help visitors locate the facilities easier.

Funding Source	Unit Description	2020	2021	2022	2023	2024	Totals
Park Tax and Fees	Atchley Park	\$15,000					\$15,000
	Winfrey Property	\$15,000					\$15,000
	Boswell Park	\$15,000					\$15,000
<b>Project Total</b>							<b>\$45,000</b>

# Parks and Recreation

## Fiber for Parks

**Project Number:** 83-PKD-001-18

**Improvement Type:** Land and Land Improvements

**Division:** 79-Parks

**Description:** Fiber runs for Atchley, Boswell, and Nelson Parks.

**Justification:** Currently, the parks have no fiber runs to Atchley, Boswell, and Nelson Parks; meaning they lack network capabilities. The office personnel remote back to the City network with VPN through Fidelity modems. All network resources are restricted and slow. The fiber installs would branch off current ring with Show-Me. Our efforts to become a "Smart-City" include connecting the parks to our infrastructure to enhance citizen and city user capabilities.

<b>Funding Source</b>	<b>Park</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Totals</b>
<b>Fiber Customer Service Charges</b>	<b>Atchley</b>						
	<b>Nelson</b>	<b>\$13,000</b>					<b>\$13,000</b>
	<b>Boswell</b>	<b>\$1,220</b>					<b>\$1,220</b>
<b>Project Total</b>							<b>\$14,220</b>

## Winfrey Property

**Project Number:** 99-PKD-003-19

**Improvement Type:** Building and Building Improvements

**Division:** 79-Parks

**Description:** Development of new park land and associated facilities.

**Justification:** During the development of the CIP, Margie Winfrey donated a 15 acre property adjacent Atchley Park to the City for development of a park in memory of her late husband Conn Winfrey. The site has a number of possibilities that will be discussed by the Park staff and the Park Board. The Capital Improvement Tax will cover infrastructure development such as a parking lot and electric, water, and sewer service.

Funding Source	2020	2021	2022	2023	2024	Totals
Park Tax and Fees			\$165,000			\$165,000
Capital Improvement Tax			\$125,000			\$125,000
<b>Project Total</b>						<b>\$290,000</b>

# Police Department

## Overview

The Lebanon Police Department is committed to providing excellent law enforcement services to the citizens of the community. This department is also committed in providing professional police services that meet the expectations of the community and maximizing the use of department resources to enhance the safety and security for the citizens of Lebanon. Capital improvements for the Police Department support the mission of protecting and serving the public through providing critical equipment, hardware and software, vehicles, and facilities, as well as replacing existing technology and equipment as maintenance and operational needs require.

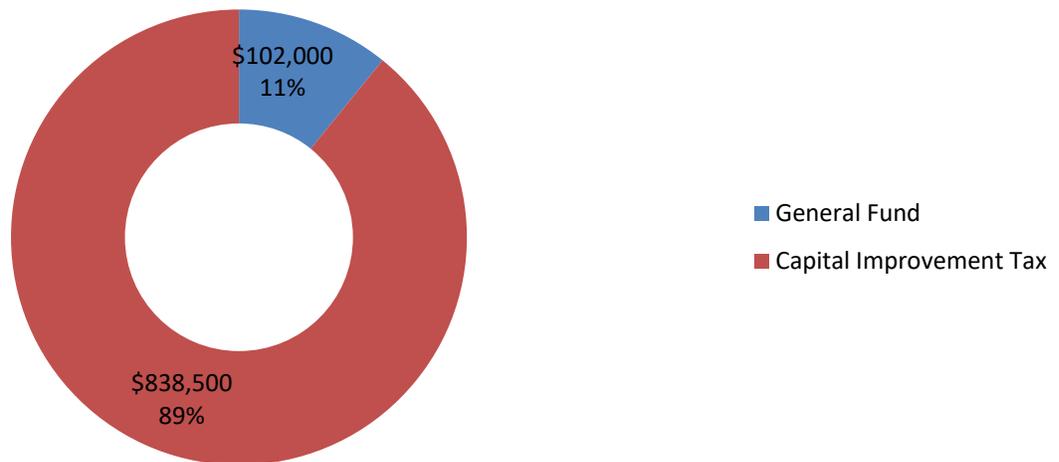
### Funding

Capital improvement projects for the Police Department are funded primarily through the Capital Improvement tax or the General Fund. The Police Department also makes utilizes state and federal grants when appropriate and available.

### Projects

Capital projects for the Police Department are based on a combination of staff identified needs, , ongoing maintenance requirements, and requests from City Council.

## Project Funding Sources





## Field Investigation Hardware and Software

**Project Number:** 01-PDA-001-19

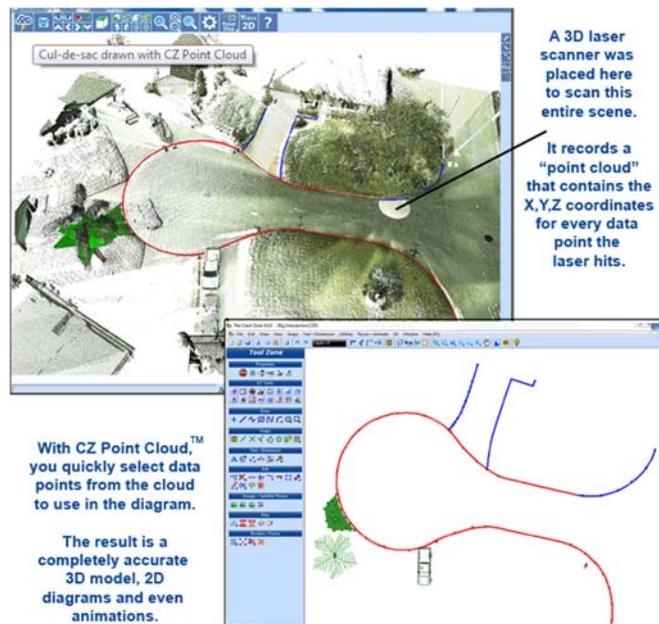
**Improvement Type:** Furniture and Office Equipment

**Division:** 01-Police Department

**Description:** Purchase of Point Cloud Module for FARO software used in CAD and CADZone.

**Justification:** On-site equipment is needed to record accidents and or crime scenes in 3D to import into our CADZone and build 2D reports. The software and hardware would interact to build data points and recreate the accident or crime. The hardware is compatible with the current software used on the desktops. Field operations will be able to reconstruct in real-time and record accidents and or crashes to enhance efficient law enforcement operations.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund	\$35,000					\$35,000
<b>Project Total</b>						<b>\$35,000</b>



## 911 Hardware and Software

**Project Number:** 01-PDA-002-19

**Improvement Type:** Furniture and Office Equipment

**Division:** 01-Police Department

**Description:** Purchase of hardware and software for in-house 911 System.

**Justification:** Current 911 system is a branch off the county 911 system. The laptop configuration is designed for mobile command structures, not a fixed installation. Also, the county relays calls to the city or uses over-the-air and the city would like to go back to silent dispatch methods deployed in our fleet. Requested the fixed unit under the tax and was denied by the county. The city of Lebanon would have timely service from city dispatchers. The city would also take fire dispatch back from the county.

Funding Source	2020	2021	2022	2023	2024	Totals
General Fund	\$62,000					\$62,000
<b>Project Total</b>						<b>\$62,000</b>

















# Police Department

## WAVE Upgrade

**Project Number:** 22-PDA-001-18

**Improvement Type:** Machinery and Equipment

**Division:** 01-Police Department

**Description:** Purchase of WAVE upgrade for backup radios in the police dispatch.

**Justification:** Current WAVE computer and software is legacy. It is on a XP platform, which is no longer supported by Microsoft or CJIS. Current requirements are Win 7 or above. The WAVE system is our backup radio communications system. Previous software and hardware was purchased from JMARK Solutions out of Springfield, Mo, which has recommended to upgrade as it is currently 4 years old. The WAVE system will also migrate with MOSWIN.

Funding Source	2020	2021	2022	2023	2024	Totals
Capital Improvement Tax	\$15,000					\$15,000
<b>Project Total</b>						<b>\$15,000</b>



## Automatic License Plate Reader (APLR)

**Project Number:** 22-PDA-002-18

**Improvement Type:** Machinery and Equipment

**Division:** 01-Police Department

**Description:** Purchase of complete permanent LPR 4-camera system.

**Justification:** Ensures more plates are valid and registered to proper vehicle and assists officers in removing “tagged” vehicles off the street. The system reads license plates through four cameras and runs the plates through a variety of databases resulting with immediate responses to the officer. If the plate is “tagged” meaning is stolen or is wanted for any reason, the officer can immediately take action. In a 10-mile loop, the scan processed over 200 plates. Initial cost is \$22,000 with \$1,200 annual fee. This will be evaluated annually based on grants, cost, and equipment modifications.

Funding Source	2020	2021	2022	2023	2024	Totals
Capital Improvement Tax		\$22,000				\$22,000
<b>Project Total</b>						<b>\$22,000</b>





# Street Division

## Overview

The Street Division is responsible for pedestrian, bicycle, and automotive transportation networks in the City. It provides for the maintenance and expansion of transportation needs of our citizens such as: repair and maintenance of existing public roads, sidewalk improvements, and other upgrades to local transportation system. Capital improvements associated with this division include street surface treatments, operating equipment purchases, and other maintenance needs.

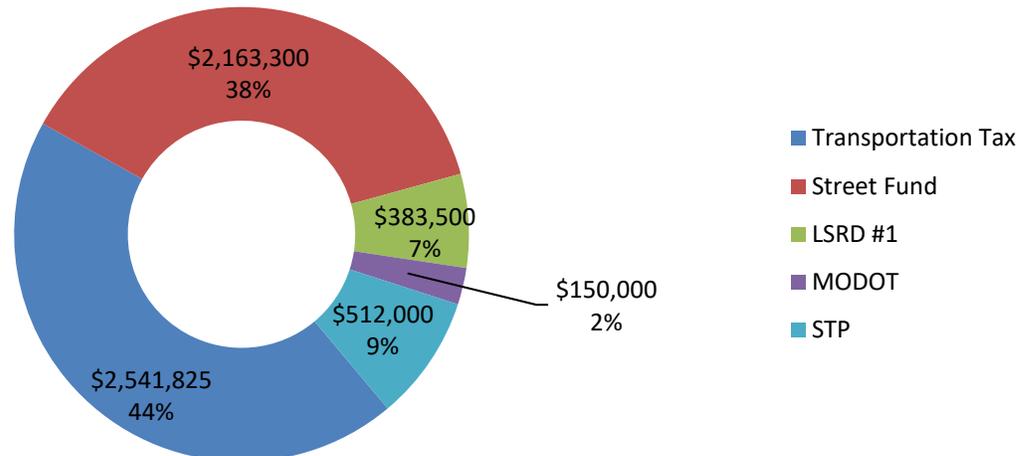
### Funding

Capital improvement projects for the Street Division are funded using revenues from the transportation tax, state gas and motor vehicle tax, grants, and cooperative plans with other taxing jurisdictions such as MODOT and the Lebanon Special Road District #1. Some projects are identified as specifically using transportation tax dollars in an effort to provide further transparency with regard to how this vital tax is used in capital planning.

### Projects

Capital projects for the Street Division are based on a combination of the adopted Street Master Plan, staff identified needs, ongoing maintenance requirements, citizen desires, and requests from the City Council.

## Project Funding Sources



## Millcreek Road Improvements

**Project Number:** 08-STR-002-16

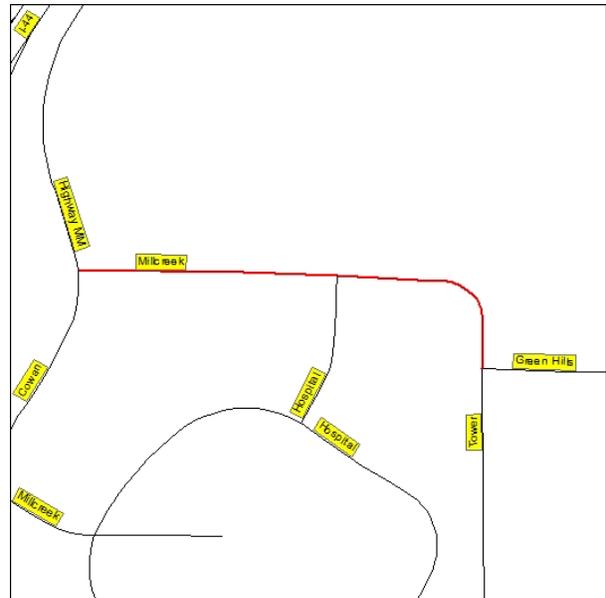
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Construct 1,400 linear feet of new 28 foot wide street with curb and gutter and storm sewer from Green Hills Road to Hwy. MM

**Justification:** The current pavement inspection shows the pavement to be in poor to failing condition on the Pavement Condition Index. Reconstruction of Millcreek Road will address the street surface condition, and will also address the street width and storm water issues in the area. These improvements have been identified in the Street Master Plan.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Street Fund</b>			<b>\$175,000</b>			<b>\$175,000</b>
<b>Project Total</b>						<b>\$175,000</b>



# Street Division

## Three Quarter Ton 4X4 Pickup Truck Replacements

**Project Number:** 08-STR-005-16

**Improvement Type:** Machinery and Equipment

**Division:** 08-Street

**Description:** Purchase of three new two-quarter ton 4 x 4 pickups to replace 2001 and 2002 model units.

**Justification:** Three quarter ton pickups are used to transport personnel, tools, and equipment to jobsites. Pickups being replaced are approaching the end of service life and in line with the City Capitalization policy.

Funding Source	2020	2021	2022	2023	2024	Totals
Street Fund	\$35,000	\$35,000				\$70,000
<b>Project Total</b>						<b>\$70,000</b>



## Three Quarter Ton Pickup Truck Replacements

**Project Number:** 08-STR-006-16

**Improvement Type:** Machinery and Equipment

**Division:** 08-Street

**Description:** Replace two (2001) model three quarter ton pickup trucks.

**Justification:** Three quarter ton pickups are used to transport personnel, tools, and equipment to jobsites. Pickups being replaced are approaching the end of service life and in line with the City Capitalization policy.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Street Fund</b>	<b>\$35,000</b>					<b>\$35,000</b>
<b>Project Total</b>						<b>\$35,000</b>



# Street Division

## Truck Mounted Striping Machine

**Project Number:** 08-STR-008-16

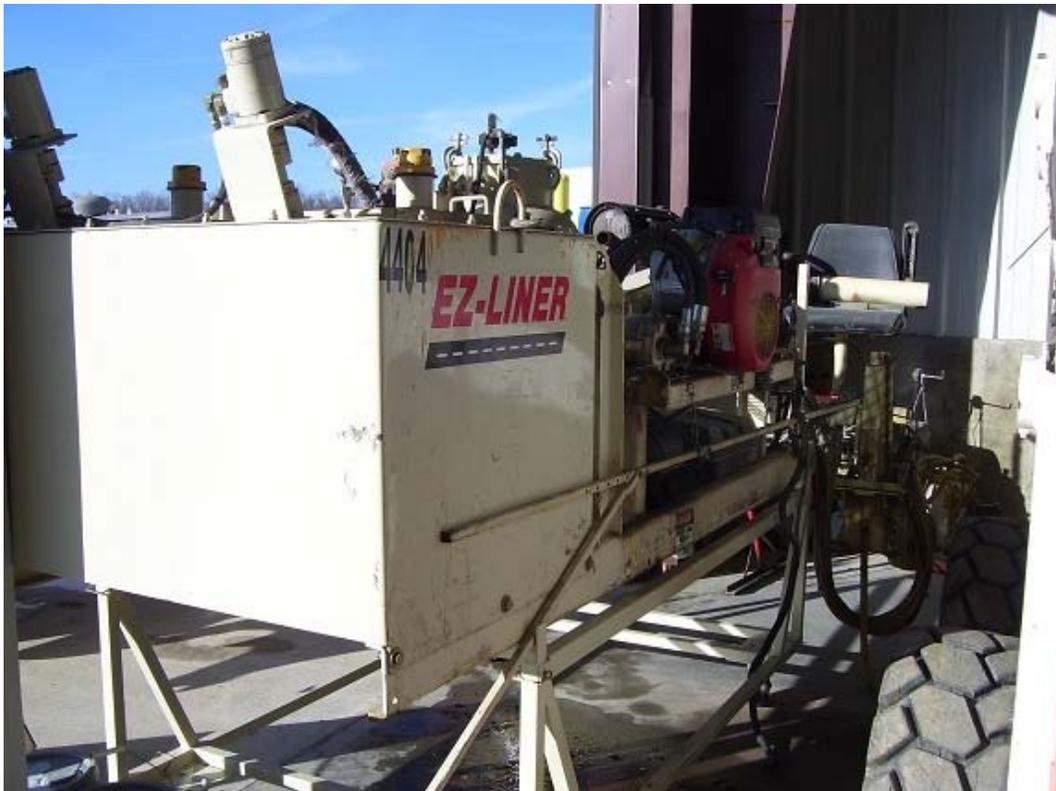
**Improvement Type:** Machinery and Equipment

**Division:** 08-Street

**Description:** Purchase of a new truck mounted striping machine to replace a 2006 model unit.

**Justification:** A truck mounted striping machine is place traffic safety paint on street surfaces. The truck mounted striping machine being replaced is approaching the end of expected life.

Funding Source	2020	2021	2022	2023	2024	Totals
Street Fund				\$35,000		\$35,000
<b>Project Total</b>						<b>\$35,000</b>







## Mowing Tractor

**Project Number:** 08-STR-018-17

**Improvement Type:** Machinery and Equipment

**Division:** 08-Street

**Description:** Purchase of a new tractor to replace a 1995 model unit.

**Justification:** This tractor is used for mowing along City streets and right of way. The tractor being replaced is approaching the end of expected life.

Funding Source	2020	2021	2022	2023	2024	Totals
Street Fund				\$35,000		\$35,000
<b>Project Total</b>						<b>\$35,000</b>



# Street Division

## Track Loader

**Project Number:** 08-STR-020-17

**Improvement Type:** Machinery and Equipment

**Division:** 08-Street

**Description:** Purchase of a new track loader to replace a 2000 model unit.

**Justification:** Track loaders are used for excavation, grading, and material loading on street and storm drainage projects. The track loader being replaced is approaching the end of expected life. Staff anticipates trading in the unit being replaced and a 1999 unit to help defray purchase cost of the new unit.

Funding Source	2020	2021	2022	2023	2024	Totals
Street Fund			\$200,000			\$200,000
Trade-In of Existing Equipment			\$50,000			\$50,000
					<b>Project Total</b>	<b>\$250,000</b>







## Ostrich Drive Improvements

**Project Number:** 08-STR-002-19

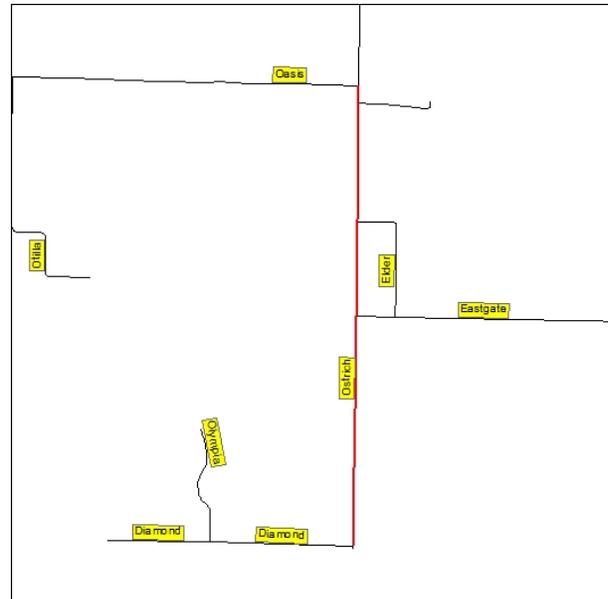
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Reconstruction of 5,980 linear feet of Ostrich Drive from Evergreen Parkway to Oasis Drive with shoulders and storm sewer improvements.

**Justification:** Ostrich Drive reconstruction is due to needed improvements to street surface, street width, and storm sewer due to street flooding issues. These improvements have been identified in the Street Master Plan. Funding is via a Street Fund and Lebanon Special Road District Number 1.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax	\$122,500					\$122,500
LSRD #1	\$122,500					\$122,500
<b>Project Total</b>						<b>\$245,000</b>



# Street Division

## Hoover Avenue

**Project Number:** 08-STR-003-19

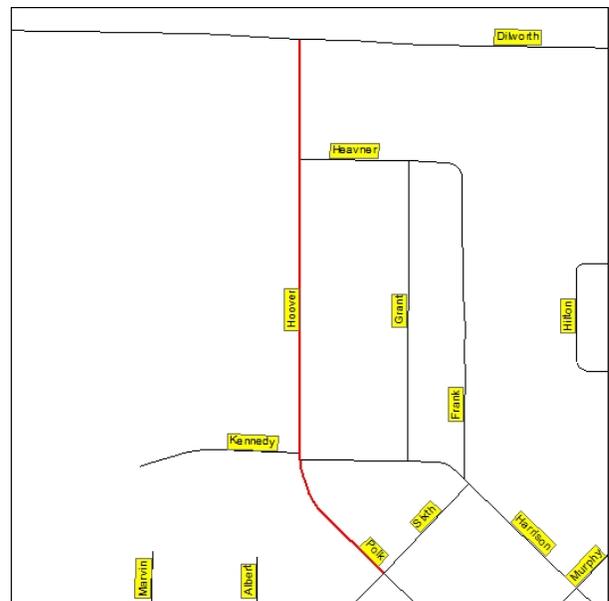
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 1283' of Hoover Avenue from Dilworth Road to Kennedy Street.

**Justification:** The majority of the pavement on Hoover Avenue is in very poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax		\$32,500				\$32,500
<b>Project Total</b>						<b>\$32,500</b>



## Snow Plow Attachment

**Project Number:** 08-STR-007-19

**Improvement Type:** Machinery and Equipment

**Division:** 08-Street

**Description:** Purchase of a new snow plow attachment for skid steer loader to replace a 2009 model unit.

**Justification:** A snow plow attachment for a skid steer loader is for snow removal. The snow plow attachment being replaced is approaching the end of expected life.

Funding Source	2020	2021	2022	2023	2024	Totals
Street Fund		\$7,500				\$7,500
<b>Project Total</b>						<b>\$7,500</b>





# Street Division

## Road Grader

**Project Number:** 08-STR-009-19

**Improvement Type:** Machinery and Equipment

**Division:** 08-Street

**Description:** Purchase of new road grader to replace a 1994 model unit.

**Justification:** A road grader is used to grade streets, ditches, and remove snow. The road grader being replaced is approaching the end of expected life. Staff anticipates trading in the unit being replaced to help defray purchase cost of the new unit.

Funding Source	2020	2021	2022	2023	2024	Totals
Street Fund		\$200,000				\$200,000
Trade-In of Existing Equipment		\$20,000				\$20,000
					<b>Project Total</b>	<b>\$220,000</b>



## Madison Avenue Overlay

**Project Number:** 08-STR-001-20

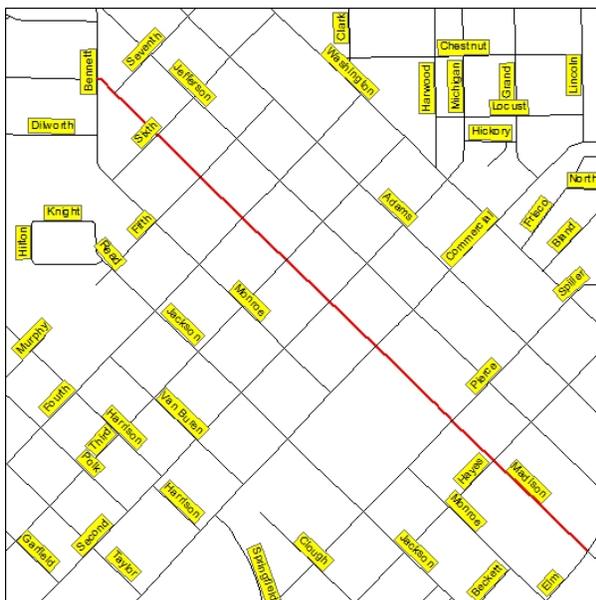
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 4,880' of Madison Avenue from Bennett Street to Commercial Street and from the Railroad Tracks to Elm Street. Included with project is replacement of sidewalk curb ramps at street intersections from Bennett Avenue to Fifth Street and from Pierce Street to Elm Street.

**Justification:** The majority of the pavement on Madison Avenue is in poor to very poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway. Sidewalk curb ramps are due to ADA compliance.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Transportation Sales Tax</b>	<b>\$192,800</b>					<b>\$192,800</b>
<b>Project Total</b>						<b>\$192,800</b>



# Street Division

## Utah Street

**Project Number:** 08-STR-002-20

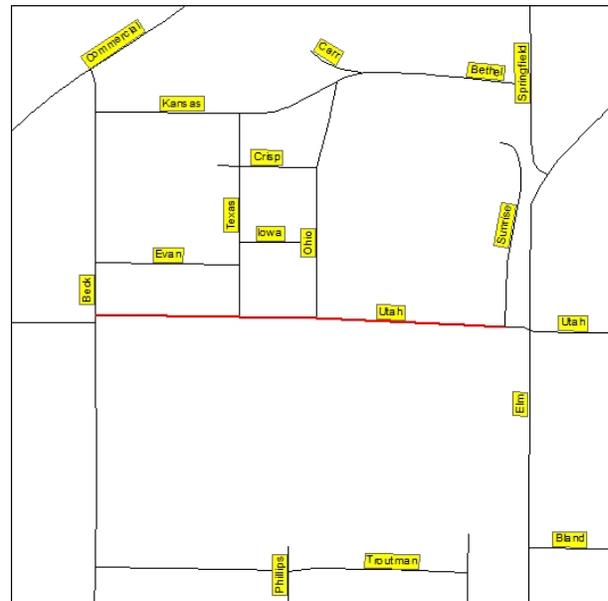
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 2500' of Utah Street from Beck Lane to Sunrise Road.

**Justification:** The majority of the pavement on Utah Street is in poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax	\$68,000					\$68,000
<b>Project Total</b>						<b>\$68,000</b>



## Kansas Avenue Improvements

**Project Number:** 08-STR-003-20

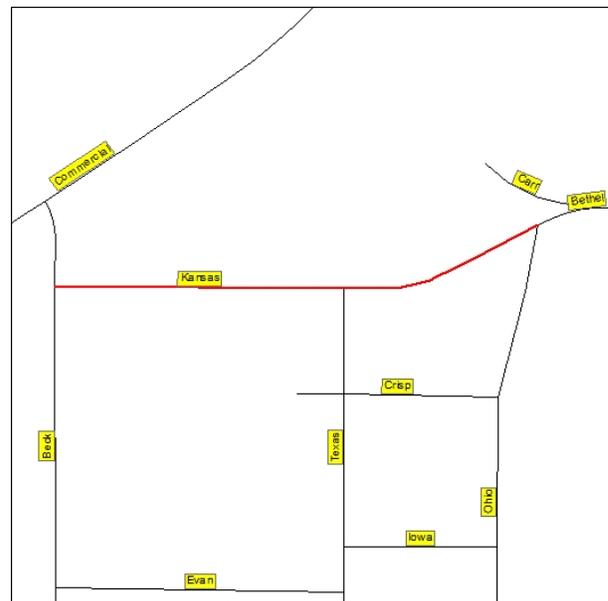
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 1,526 linear feet of Kansas Avenue from Bethel Road to Beck Lane.

**Justification:** The pavement on Kansas Avenue is in failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Transportation Sales Tax</b>	<b>\$85,000</b>					<b>\$85,000</b>
<b>Project Total</b>						<b>\$85,000</b>



# Street Division

## Half Ton 4X4 Pickup Truck Replacements

**Project Number:** 08-STR-005-20

**Improvement Type:** Machinery and Equipment

**Division:** 08-Street

**Description:** Purchase of three new half-ton 4 x 4 pickups to replace 2005 model units.

**Justification:** Half-ton pickups are used to transport personnel, tools, and equipment to jobsites. Pickups being replaced are approaching the end of service life and in line with the City Capitalization policy.

Funding Source	2020	2021	2022	2023	2024	Totals
Street Fund		\$50,000	\$25,000			\$75,000
<b>Project Total</b>						<b>\$75,000</b>



# Street Division

## Roller Compactor

**Project Number:** 08-STR-008-20

**Improvement Type:** Machinery and Equipment

**Division:** 08-Street

**Description:** Purchase of a new roller compactor to replace a 2000 model unit.

**Justification:** A roller compactor is used to roll and compact dirt and aggregate on street and storm drain projects. The roller compactor being replaced is approaching the end of expected life.

Funding Source	2020	2021	2022	2023	2024	Totals
Street Fund			\$40,000			\$40,000
<b>Project Total</b>						<b>\$40,000</b>





## Excavator

**Project Number:** 08-STR-010-20

**Improvement Type:** Machinery and Equipment

**Division:** 08-Street

**Description:** Purchase of a new excavator to replace 2005 model unit.

**Justification:** An excavator is used to excavate materials on street and storm drainage projects. The excavator being replaced is approaching the end of expected life. Staff anticipates trading in the unit being replaced to help defray purchase cost of the new unit.

Funding Source	2020	2021	2022	2023	2024	Totals
Street Fund					\$200,000	\$200,000
Trade-In of Existing Equipment					\$25,000	\$25,000
<b>Project Total</b>						<b>\$225,000</b>



# Street Division

## Skid Steer Loader

**Project Number:** 08-STR-011-20

**Improvement Type:** Machinery and Equipment

**Division:** 08-Street

**Description:** Purchase of a new skid steer loader to replace a 2010 model unit.

**Justification:** A skid steer loader is used to excavate, grade, remove snow, and do dirt work on projects. The skid steer loader being replaced is approaching the end of expected life. Staff anticipates trading in the unit being replaced to help defray purchase cost of the new unit.

Funding Source	2020	2021	2022	2023	2024	Totals
Street Fund		\$45,000				\$45,000
Trade-In of Existing Equipment		\$10,000				\$10,000
					<b>Project Total</b>	<b>\$55,000</b>



# Street Division

## Walk Behind Striping Machine

**Project Number:** 08-STR-012-20

**Improvement Type:** Machinery and Equipment

**Division:** 08-Street

**Description:** Purchase of a new walk behind striping machine to replace a 2010 model unit.

**Justification:** A walk behind striping machine is used to apply traffic safety paint to crosswalks and parking spaces. The walk behind striping machine being replaced is approaching the end of expected life.

Funding Source	2020	2021	2022	2023	2024	Totals
Street Fund		\$3,000				\$3,000
<b>Project Total</b>						<b>\$3,000</b>



## Ohio Street Improvements

**Project Number:** 08-STR-013-20

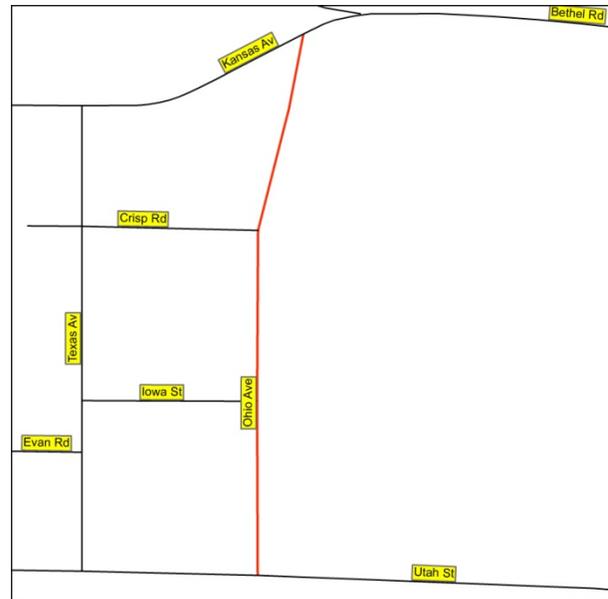
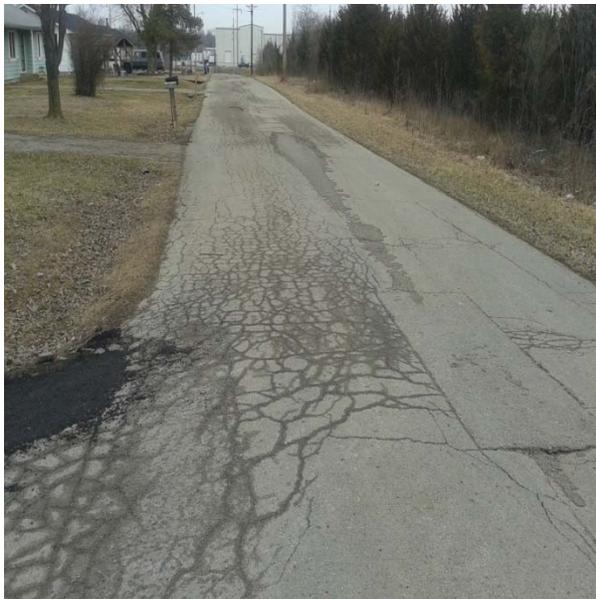
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 1,470 linear feet of Ohio Street from Kansas Avenue to Utah Street.

**Justification:** The pavement on Ohio Street is in very poor to failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
<b>Transportation Sales Tax</b>	<b>\$33,000</b>					<b>\$33,000</b>
<b>Project Total</b>						<b>\$33,000</b>



# Street Division

## Texas Street Improvements

**Project Number:** 08-STR-014-20

**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 1,255 linear feet of Texas Street from Kansas Avenue to Utah Street.

**Justification:** The pavement on Texas Street is in poor to failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax	\$28,500					\$28,500
<b>Project Total</b>						<b>\$28,500</b>



# Street Division

## Iowa Street Improvements

**Project Number:** 08-STR-015-20

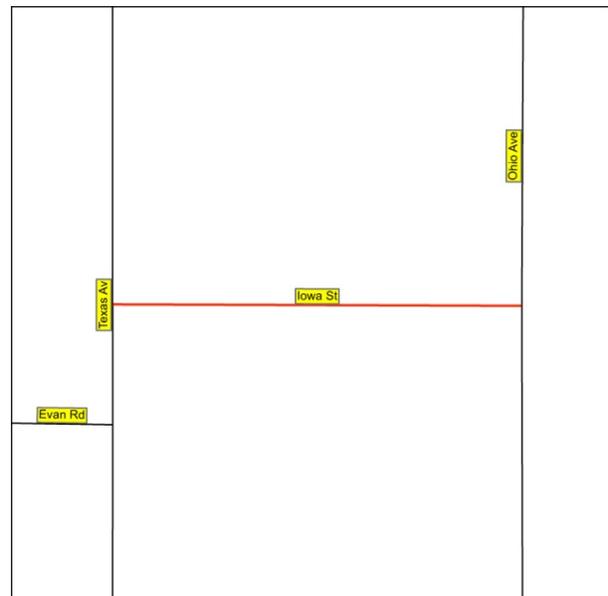
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 470 linear feet of Iowa Street from Texas Street to Ohio Street.

**Justification:** The pavement on Iowa Street is in failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax	\$11,000					\$11,000
<b>Project Total</b>						<b>\$11,000</b>



# Street Division

## Crisp Road Improvements

**Project Number:** 08-STR-016-20

**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 470 linear feet of Crisp Road from Texas Street to Ohio Street.

**Justification:** The pavement on Crisp Road is in failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax	\$11,000					\$11,000
<b>Project Total</b>						<b>\$11,000</b>



## Second Street Surface Treatment

**Project Number:** 08-STR-017-20

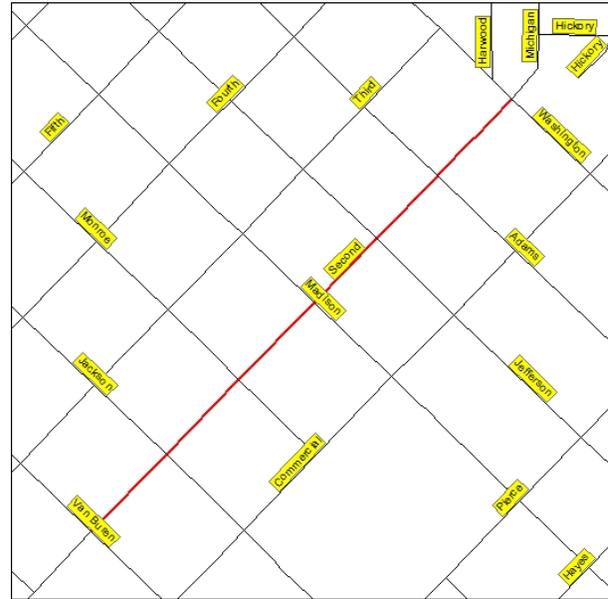
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Chip and Seal surface treatment of 2,733 linear feet of Second Street from Van Buren Avenue to Washington Avenue.

**Justification:** This section of the pavement on Second Street ranges from poor to good condition on the Pavement Condition Index. Chip and Seal surface treatment is needed to protect the paved surface of Second Street.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax	\$25,000					\$25,000
<b>Project Total</b>						<b>\$25,000</b>





## Harwood Avenue Surface Treatment

**Project Number:** 08-STR-002-21

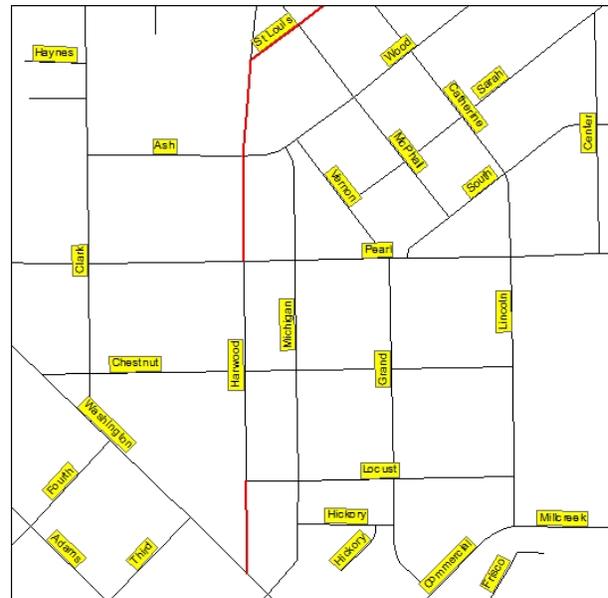
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Chip and Seal surface treatment of 852 linear feet of Harwood Avenue from Pearl Street to St. Louis Street and 388 linear feet from Washington Avenue to Locust Street.

**Justification:** This section of the pavement on Harwood Avenue is in fair to good condition on the Pavement Condition Index. Chip and Seal surface treatment is needed to protect the paved surface of Harwood Avenue.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax			\$10,400			\$10,400
<b>Project Total</b>						<b>\$10,400</b>



## Tower Road Surface Treatment

**Project Number:** 08-STR-003-21

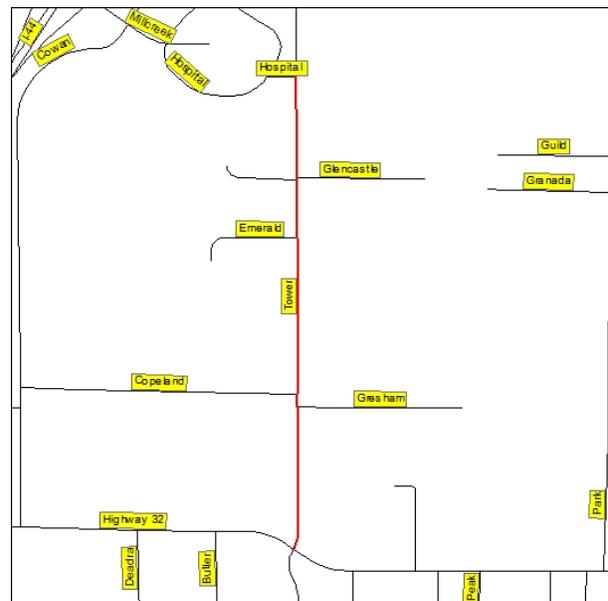
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Chip and Seal surface treatment of 2,820 linear feet of Tower Road from Copeland Drive to Hospital Drive.

**Justification:** This section of the pavement on Tower Road is in fair to poor condition on the Pavement Condition Index. Chip and Seal surface treatment is needed to protect the paved surface of Tower Road.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax		\$17,000				\$17,000
<b>Project Total</b>						<b>\$17,000</b>



# Street Division

## Raef Road Surface Treatment

**Project Number:** 08-STR-004-21

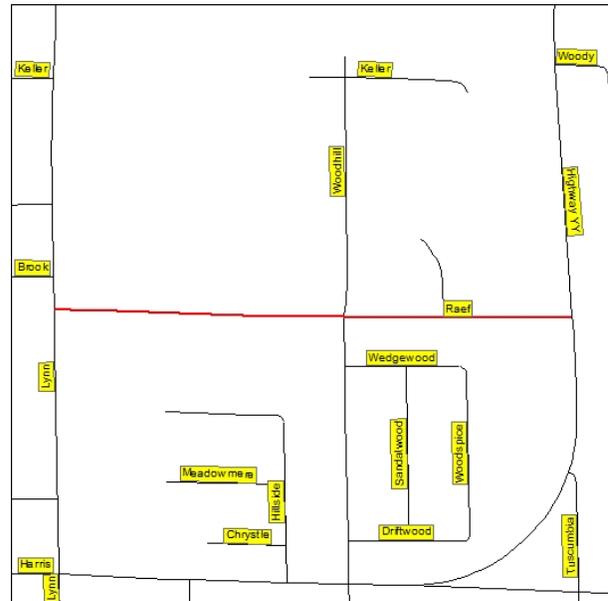
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Chip and Seal surface treatment of 2,580 linear feet of Raef Road from Highway YY to Lynn Street.

**Justification:** The majority of the pavement on Raef Road is in fair condition on the Pavement Condition Index. Chip and Seal surface treatment is needed to protect the paved surface of Raef Road.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax		\$12,250				\$12,250
<b>Project Total</b>						<b>\$12,250</b>



## East Fremont Road Improvements

**Project Number:** 08-STR-005-21

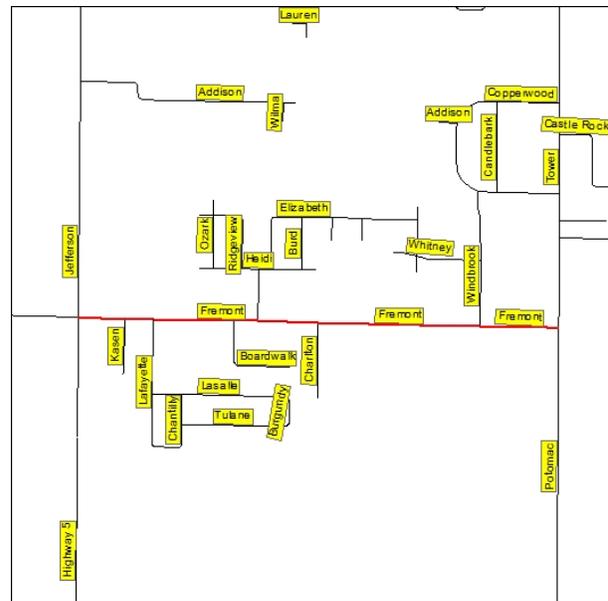
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Reconstruction of 5253 linear feet of Fremont Road from Tower Road to Jefferson Avenue with curb and gutter and storm drain.

**Justification:** Fremont Road reconstruction is due to needed improvements to street surface, street width, and storm sewer. Funding is via a Street Fund and Lebanon Special Road District Number 1 partnership.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax		\$165,000				\$165,000
LSRD #1		\$261,000				\$261,000
<b>Project Total</b>						<b>\$426,000</b>



# Street Division

## Adams Avenue Improvements

**Project Number:** 08-STR-006-21

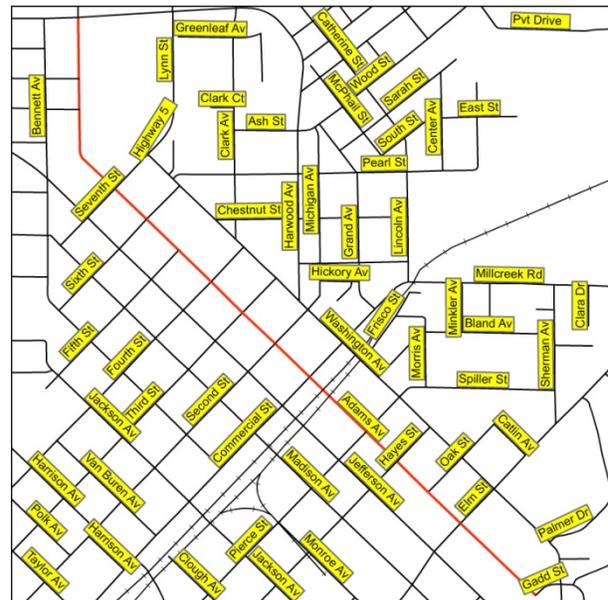
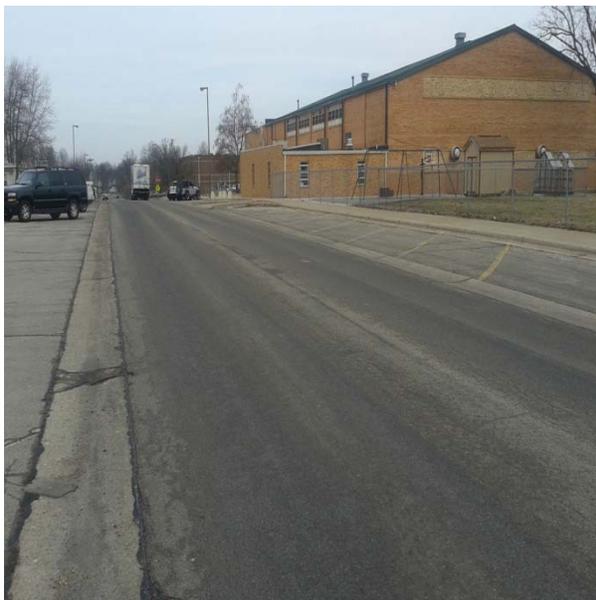
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Surface Treatment on 5,221 linear feet of existing asphalt pavement from Brice Street to Fourth Street and the Railroad Tracks to Elm Street. This project includes reconstruction of sidewalk curb ramps at street intersections from Seventh Street to Fifth Street and from Pierce Street to Elm Street.

**Justification:** The pavement on Adams Avenue ranges from very poor to very good condition on the Pavement Condition Index. This approach to rehabilitation of Adams Avenue will improve ride quality and reduce pavement distresses. Sidewalk curb ramp reconstruction is due to ADA compliance issues.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax		\$35,800				\$35,800
<b>Project Total</b>						<b>\$35,800</b>



# Street Division

## Harris Lane Surface Treatment

**Project Number:** 08-STR-008-21

**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Chip and Seal surface treatment of 2,520 linear feet of Harris Lane from Northview Street to Lynn Street.

**Justification:** The majority of the pavement on Harris Lane is in good condition on the Pavement Condition Index. Chip and Seal surface treatment is needed to protect the paved surface of Harris Lane.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax			\$17,000			\$17,000
<b>Project Total</b>						<b>\$17,000</b>





# Street Division

## Herndon Road Surface Treatment

**Project Number:** 08-STR-010-21

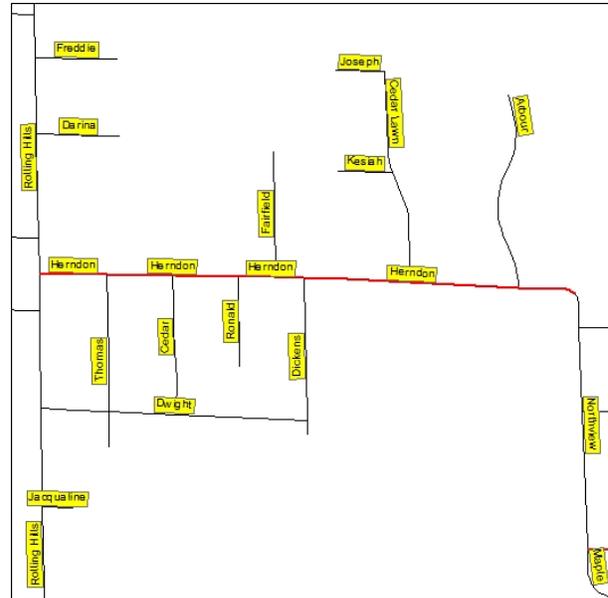
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Chip and Seal surface treatment of 2670 linear feet of Herndon Road from Rolling Hills Road to Northview Street.

**Justification:** The majority of the pavement on Herndon Road is in fair condition on the Pavement Condition Index. Chip and Seal surface treatment is needed to protect the paved surface of Herndon Road.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax		\$13,200				\$13,200
<b>Project Total</b>						<b>\$13,200</b>



## Jackson Avenue Surface Treatment

**Project Number:** 08-STR-011-21

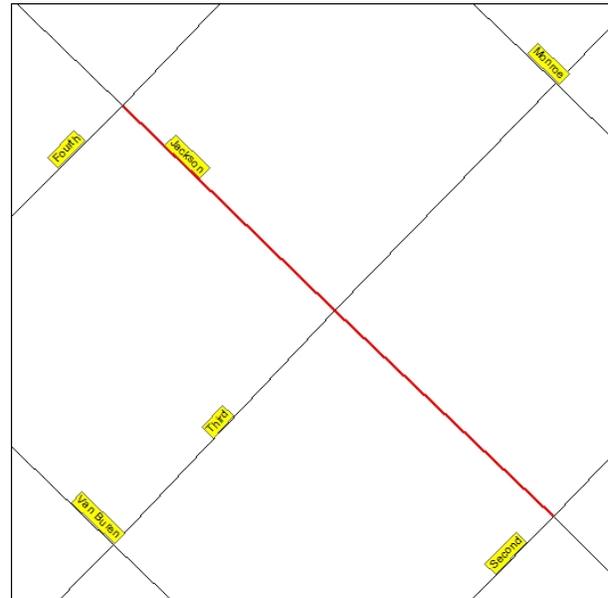
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Chip and Seal surface treatment of 1416 linear feet of Jackson Avenue from Commercial Street to Fourth Street.

**Justification:** The pavement on Jackson Avenue is in poor condition on the Pavement Condition Index. Chip and Seal surface treatment is needed to protect the paved surface of Jackson Avenue.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax		\$10,500				\$10,500
<b>Project Total</b>						<b>\$10,500</b>



## Bethel Road Asphalt Overlay

**Project Number:** 08-STR-013-21

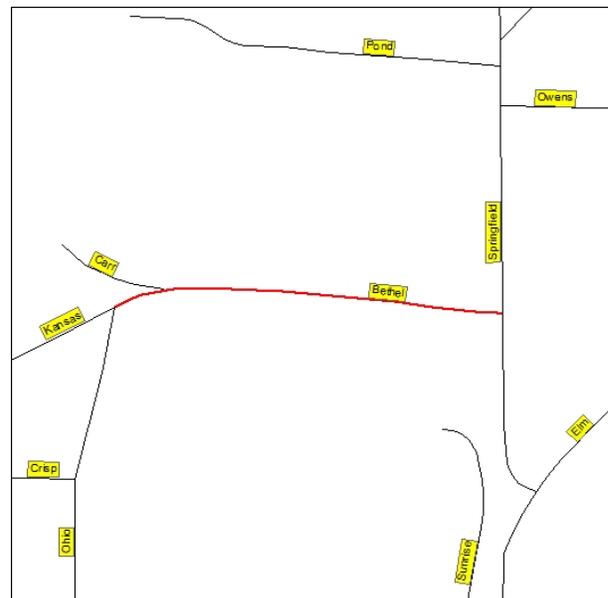
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 1200' of Bethel Road from Springfield Road to Ohio Street.

**Justification:** The majority of the pavement on Bethel Road is in very poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax			\$43,500			\$43,500
<b>Project Total</b>						<b>\$43,500</b>



## Howard Drive Surface Treatment

**Project Number:** 08-STR-014-21

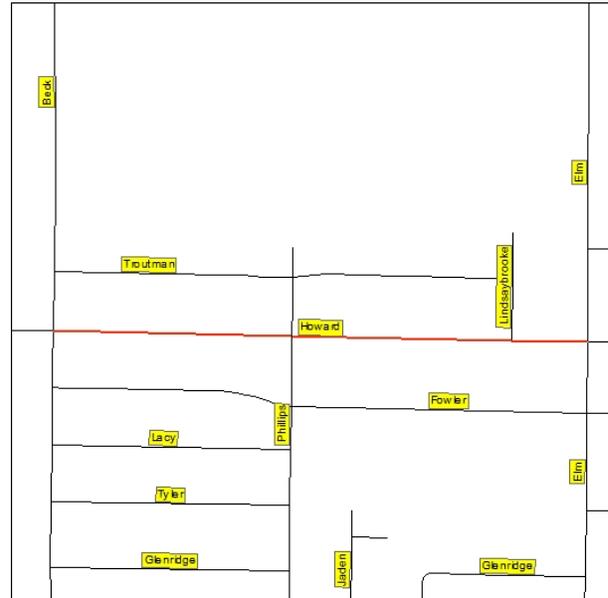
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Chip and Seal surface treatment of 2,666 linear feet of Howard Drive from Elm Street to Beck Lane.

**Justification:** The pavement on Howard Drive ranges from fair to failing condition on the Pavement Condition Index. Chip and Seal surface treatment is needed to protect the paved surface of Howard Drive.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax			\$13,500			\$13,500
<b>Project Total</b>						<b>\$13,500</b>



# Street Division

## Traffic Signal Installation at the Intersection of Tower Road and Hwy. 32

**Project Number:** 08-STR-015-21

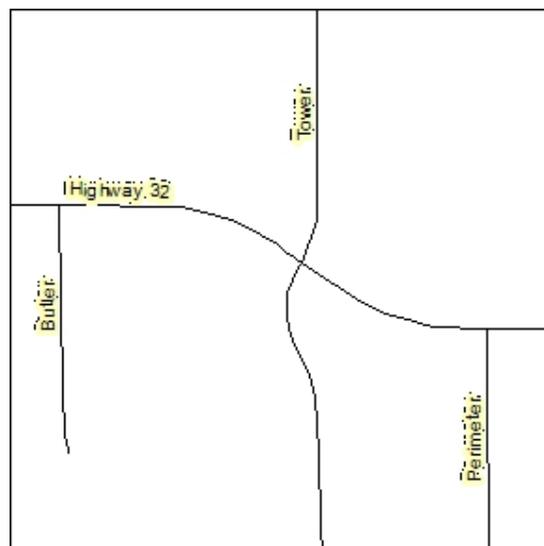
**Improvement Type:** Machinery and Equipment

**Division:** 08-Street

**Description:** Traffic signal installation at this intersection.

**Justification:** Traffic signal installation has been previously identified by the Missouri Dept. of Transportation as needed at this intersection due to traffic volume and roadway configuration. Funding is through a partnership with Missouri Department of Transportation.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax					\$75,000	\$75,000
MODOT					\$75,000	\$75,000
					<b>Project Total</b>	<b>\$150,000</b>



# Street Division

## Traffic Control Improvements at the Intersection of Hwy MM, Cowan Drive, and Millcreek

**Project Number:** 08-STR-016-21

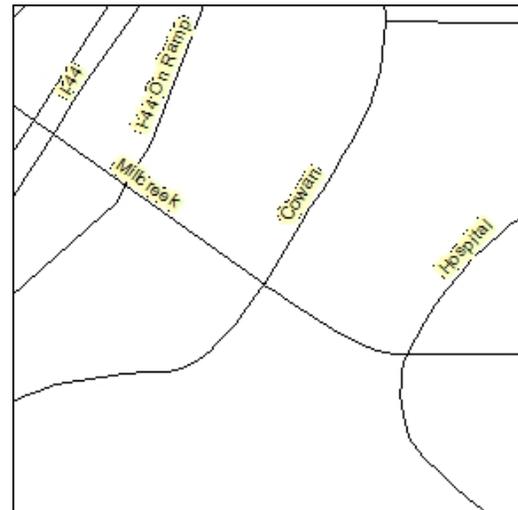
**Improvement Type:** Machinery and Equipment

**Division:** 08-Street

**Description:** Make needed improvements for traffic control at this intersection. Study to determine best approach for improvements for traffic control at this location.

**Justification:** Traffic control improvements are needed due to times of peak traffic causing congestion at this intersection. Funding is through a partnership with Missouri Department of Transportation.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax				\$75,000		\$75,000
MODOT				\$75,000		\$75,000
<b>Project Total</b>						<b>\$150,000</b>



## East Bland Road Surface Treatment

**Project Number:** 08-STR-017-21

**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Chip and Seal surface treatment of 2,930 linear feet of East Bland Road from Amy Drive to Tower Road

**Justification:** The majority of the pavement on East Bland Road is in good condition on the Pavement Condition Index. Chip and Seal surface treatment is needed to protect the paved surface of East Bland Road.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax			\$21,000			\$21,000
<b>Project Total</b>						<b>\$21,000</b>



# Street Division

## Fowler Drive

**Project Number:** 08-STR-020-21

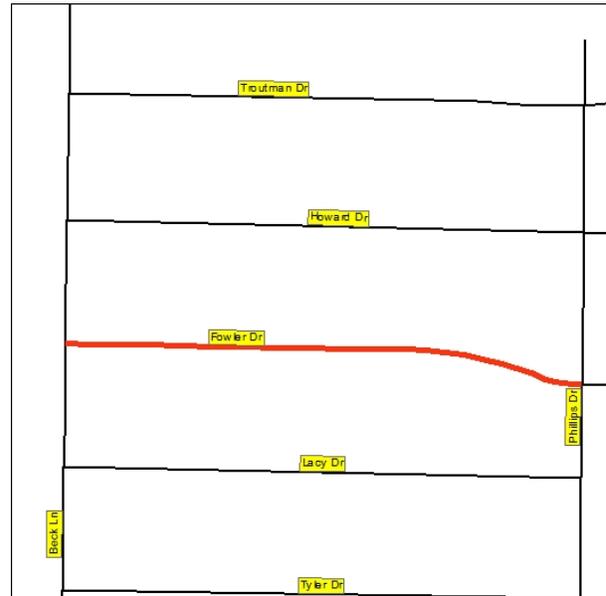
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 1195' of Fowler Drive from Phillips Drive to Beck Lane.

**Justification:** The majority of the pavement on Fowler Drive is in failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax		\$48,960				\$48,960
<b>Project Total</b>						<b>\$48,960</b>



# Street Division

## Elm Street Surface Treatment

**Project Number:** 08-STR-001-22

**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Slurry seal surface treatment of 10,050 linear feet of Elm Street from Ivey Lane to Jefferson Avenue

**Justification:** The majority of the pavement on Elm Street is in very good condition on the Pavement Condition Index. Slurry seal surface treatment will be needed to protect the paved surface on Elm Street.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax			\$220,000			\$220,000
<b>Project Total</b>						<b>\$220,000</b>



# Street Division

## Roller Compactor

**Project Number:** 08-STR-002-22

**Improvement Type:** Machinery and Equipment

**Division:** 08-Street

**Description:** Purchase of a new roller compactor to replace a 2004 model unit.

**Justification:** A roller compactor is used to roll and compact dirt and aggregate on street and storm drain projects. The roller compactor being replaced is approaching the end of expected life.

Funding Source	2020	2021	2022	2023	2024	Totals
Street Fund				\$85,000		\$85,000
<b>Project Total</b>						<b>\$85,000</b>





# Street Division

## Hydro-Seeder

**Project Number:** 08-STR-004-22

**Improvement Type:** Machinery and Equipment

**Division:** 08-Street

**Description:** Purchase of a new hydro-seeder and mulching machine to replace an existing unit.

**Justification:** A hydro-seeder and mulching machine is used to apply grass seed and mulch to dirt surfaces on dirt work and landscaping projects. The hydro-seeder and mulching machine being replaced is approaching the end of expected life.

Funding Source	2020	2021	2022	2023	2024	Totals
Street Fund				\$10,000		\$10,000
<b>Project Total</b>						<b>\$10,000</b>



# Street Division

## Walk Behind Asphalt Saw

**Project Number:** 08-STR-005-22

**Improvement Type:** Machinery and Equipment

**Division:** 08-Street

**Description:** Purchase of a new walk behind asphalt saw to replace an existing unit.

**Justification:** A walk behind asphalt saw is used to saw asphalt and concrete on street repair and construction projects. The walk behind asphalt saw being replaced is approaching the end of expected life.

Funding Source	2020	2021	2022	2023	2024	Totals
Street Fund				\$5,000		\$5,000
<b>Project Total</b>						<b>\$5,000</b>



## Plate Compactor

**Project Number:** 08-STR-006-22

**Improvement Type:** Machinery and Equipment

**Division:** 08-Street

**Description:** Purchase of a new plate compactor to replace an existing unit.

**Justification:** A plate compactor is used to compact dirt and aggregate on street repair and construction projects. The plate compactor being replaced is approaching the end of expected life.

Funding Source	2020	2021	2022	2023	2024	Totals
Street Fund				\$1,500		\$1,500
<b>Project Total</b>						<b>\$1,500</b>



# Street Division

## North Park Manor Boulevard

**Project Number:** 08-STR-011-22

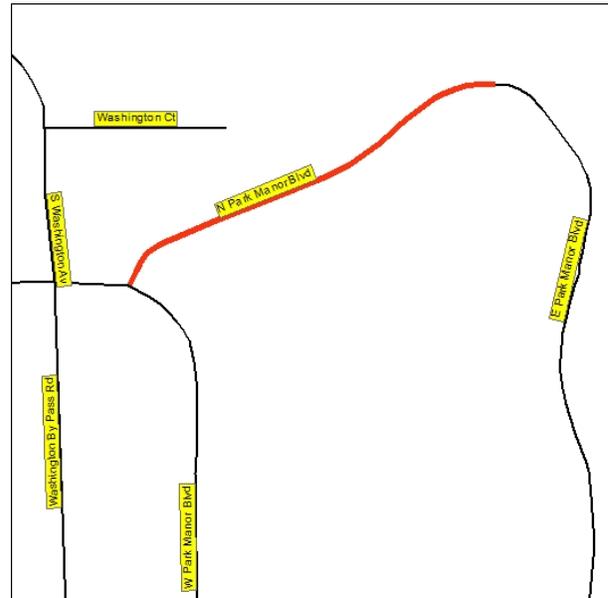
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 721' of North Park Manor Boulevard from East Park Manor Boulevard to West Park Manor Boulevard.

**Justification:** The majority of the pavement on North Park Manor Boulevard is in poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax			\$24,985			\$24,985
<b>Project Total</b>						<b>\$24,985</b>



## East Park Manor Boulevard

**Project Number:** 08-STR-012-22

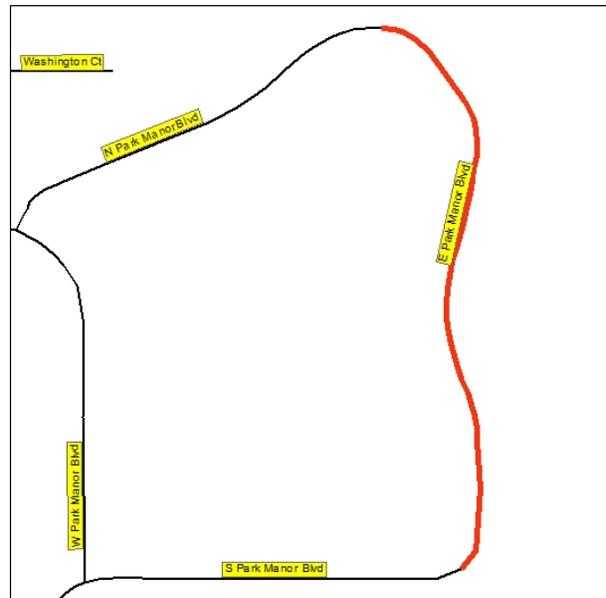
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 1000' of East Park Manor Boulevard from South Park Manor Boulevard to North Park Manor Boulevard.

**Justification:** The majority of the pavement on East Park Manor Boulevard is in failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax			\$28,875			\$28,875
<b>Project Total</b>						<b>\$28,875</b>



## South Park Manor Boulevard

**Project Number:** 08-STR-013-22

**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 642' of South Park Manor Boulevard from East Park Manor Boulevard to West Park Manor Boulevard.

**Justification:** The majority of the pavement on South Park Manor Boulevard is in failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax			\$18,540			\$18,540
<b>Project Total</b>						<b>\$18,540</b>



## West Park Manor Boulevard

**Project Number:** 08-STR-014-22

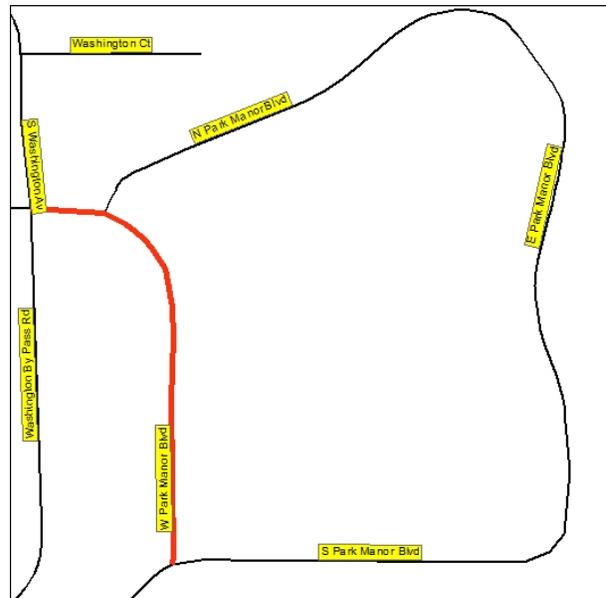
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 641' of West Park Manor Boulevard from South Park Manor Boulevard to North Park Manor Boulevard.

**Justification:** The majority of the pavement on West Park Manor Boulevard is in very poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax			\$18,540			\$18,540
<b>Project Total</b>						<b>\$18,540</b>



# Street Division

## Monroe Avenue

**Project Number:** 08-STR-015-22

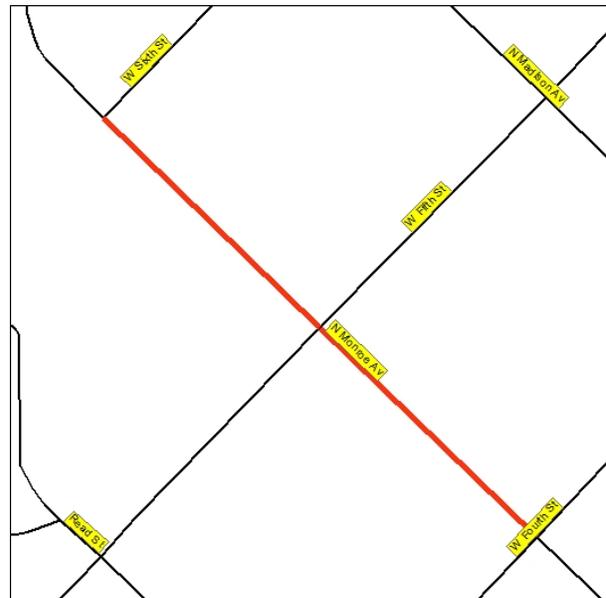
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 925' of Monroe Avenue from Fourth Street to Sixth Street.

**Justification:** The pavement on Monroe Avenue ranges from fair to failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax			\$50,600			\$50,600
<b>Project Total</b>						<b>\$50,600</b>



## Jefferson Avenue Sidewalk Improvements

**Project Number:** 08-STR-016-22

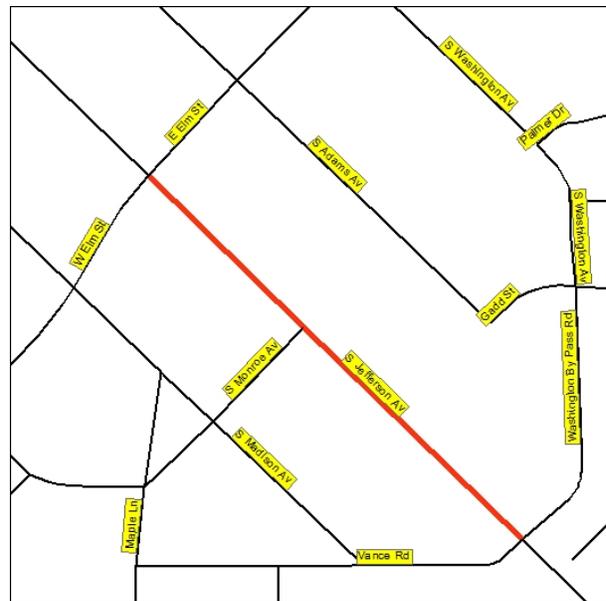
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Construction of sidewalk along both sides of 1,550 linear feet of Jefferson Avenue from Elm Street to Vance Road.

**Justification:** ADA compliant sidewalks along Jefferson Avenue are needed to meet pedestrian traffic and safety issues. Funding is via Street Funds and MODOT Surface Transportation Funds Grant.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax			\$62,000			\$62,000
STP Funds			\$248,000			\$248,000
<b>Project Total</b>						<b>\$310,000</b>



# Street Division

## Elm Street Surface Treatment

**Project Number:** 08-STR-001-23

**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Slurry seal surface treatment of 6,260 linear feet of Elm Street from Historic Route 66 (Seminole) to Jefferson Avenue

**Justification:** The majority of the pavement on Elm Street is in very good condition on the Pavement Condition Index. Slurry seal surface treatment will be needed to protect the paved surface on Elm Street.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax				\$136,350		\$136,350
<b>Project Total</b>						<b>\$136,350</b>



## West Bland Road Asphalt Overlay

**Project Number:** 08-STR-005-23

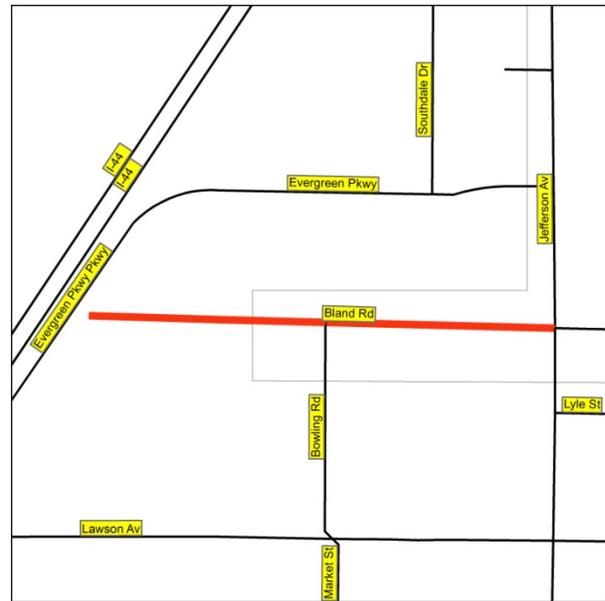
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 1,660 linear feet of West Bland Road from Jefferson Avenue to Evergreen Parkway.

**Justification:** The pavement surface on West Bland Road is in failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax				\$71,950		\$71,950
<b>Project Total</b>						<b>\$71,950</b>



## Hospital Drive Asphalt Overlay

**Project Number:** 08-STR-006-23

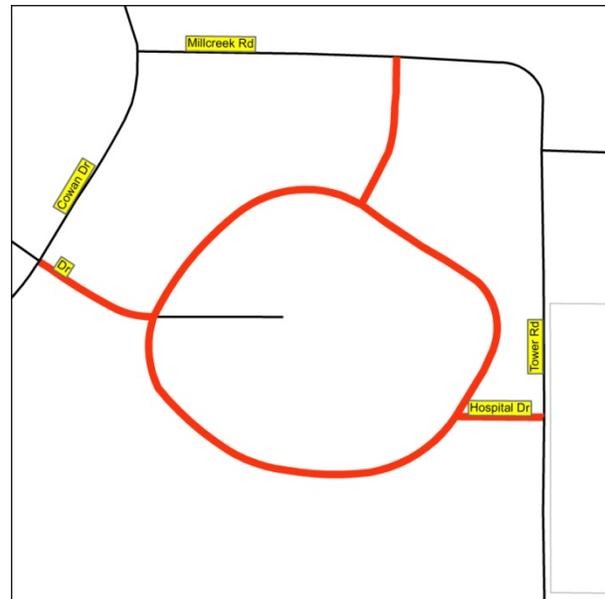
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 4,100 linear feet of Hospital Drive.

**Justification:** The pavement surface on Hospital Drive is in fair to very poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax				\$118,400		\$118,400
<b>Project Total</b>						<b>\$118,400</b>



# Street Division

## Albert Street Improvements

**Project Number:** 08-STR-007-23

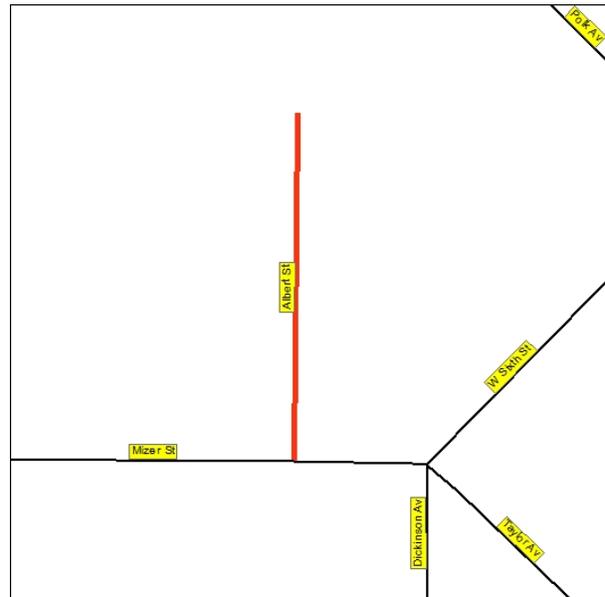
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Construct 320 linear feet of new 28 foot wide street with curb and gutter and storm sewer from Mizer Street to the end of Albert Street.

**Justification:** The current pavement inspection shows the pavement to be in failing condition on the Pavement Condition Index. Reconstruction of Albert Street will address the street surface condition, and will also address the street width and storm water issues in the area.

Funding Source	2020	2021	2022	2023	2024	Totals
Street Fund				\$22,500		\$22,500
<b>Project Total</b>						<b>\$22,500</b>



## Marvin Avenue Improvements

**Project Number:** 08-STR-008-23

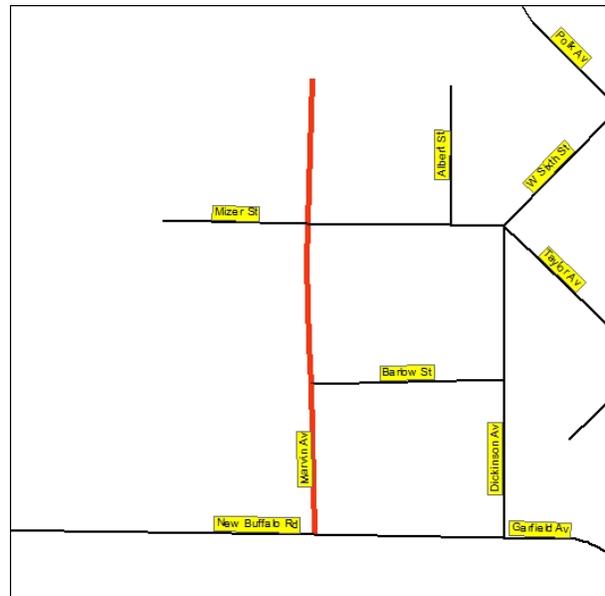
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Construct 680 linear feet of new 28 foot wide street with curb and gutter and storm sewer from New Buffalo Road to the end of Marvin Avenue.

**Justification:** The current pavement inspection shows the pavement to be in very poor to failing condition on the Pavement Condition Index. Reconstruction of Marvin Avenue will address the street surface condition, and will also address the street width and storm water issues in the area.

Funding Source	2020	2021	2022	2023	2024	Totals
Street Fund				\$47,900		\$47,900
<b>Project Total</b>						<b>\$47,900</b>



# Street Division

## Mizer Street Improvements

**Project Number:** 08-STR-009-23

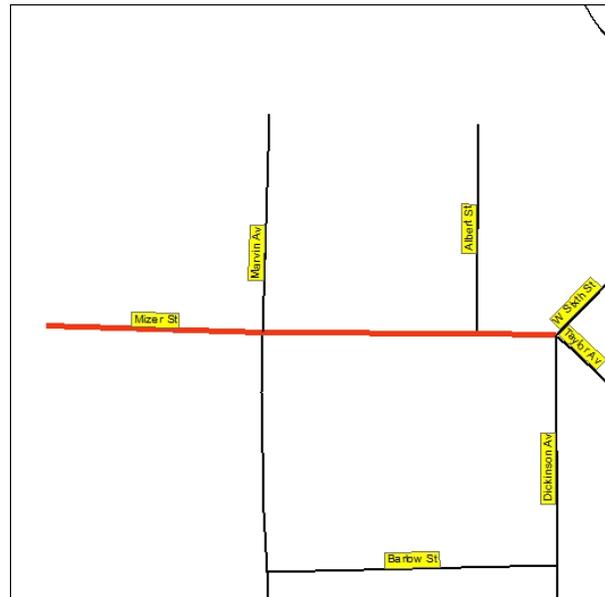
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Construct 450 linear feet of new 28 foot wide street with curb and gutter and storm sewer from Sixth Street to Marvin Avenue.

**Justification:** The current pavement inspection shows the pavement to be in failing condition on the Pavement Condition Index. Reconstruction of Mizer Street will address the street surface condition, and will also address the street width and storm water issues in the area.

Funding Source	2020	2021	2022	2023	2024	Totals
Street Fund				\$31,600		\$31,600
<b>Project Total</b>						<b>\$31,600</b>



# Street Division

## Barlow Street Improvements

**Project Number:** 08-STR-010-23

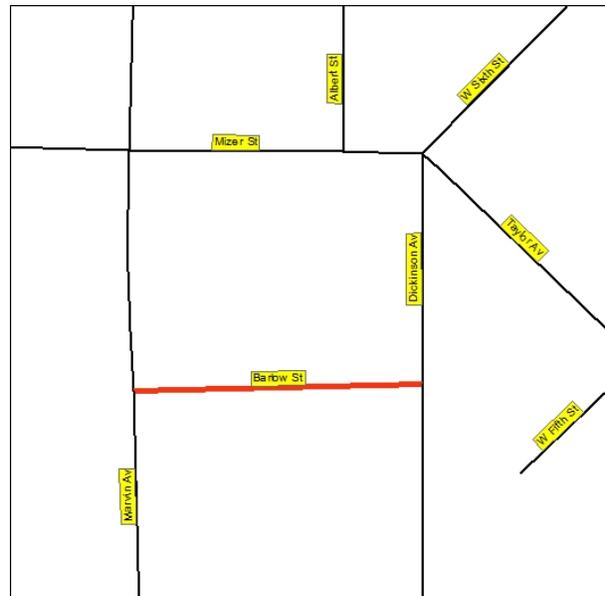
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Construct 450 linear feet of new 28 foot wide street with curb and gutter and storm sewer from Dickinson Avenue to Marvin Avenue.

**Justification:** The current pavement inspection shows the pavement to be in very poor condition on the Pavement Condition Index. Reconstruction of Barlow Street will address the street surface condition, and will also address the street width and storm water issues in the area.

Funding Source	2020	2021	2022	2023	2024	Totals
Street Fund				\$31,600		\$31,600
<b>Project Total</b>						<b>\$31,600</b>



# Street Division

## Dickinson Avenue Improvements

**Project Number:** 08-STR-011-23

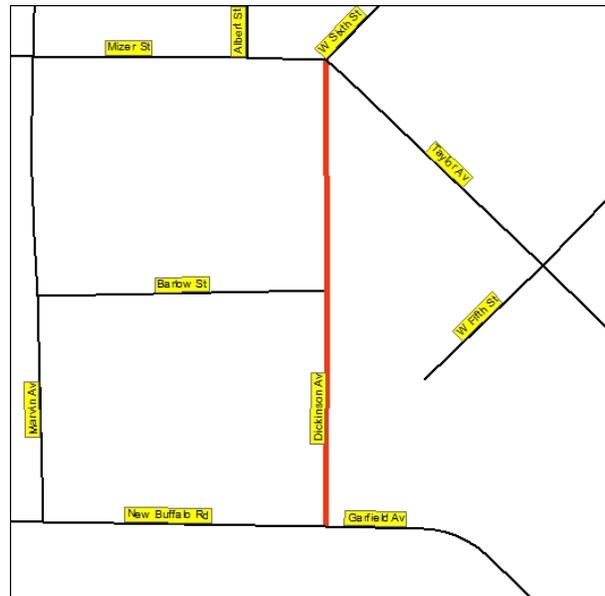
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Construct 450 linear feet of new 28 foot wide street with curb and gutter and storm sewer from New Buffalo Road to Mizer Street.

**Justification:** The current pavement inspection shows the pavement to be in poor to very poor condition on the Pavement Condition Index. Reconstruction of Dickinson Avenue will address the street surface condition, and will also address the street width and storm water issues in the area.

Funding Source	2020	2021	2022	2023	2024	Totals
Street Fund				\$52,200		\$52,200
<b>Project Total</b>						<b>\$52,200</b>



# Street Division

## Beck Lane

**Project Number:** 08-STR-001-24

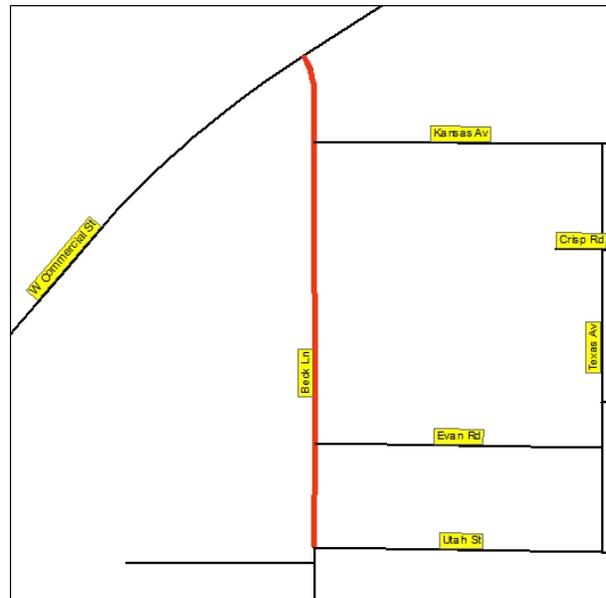
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 1513' of Beck Lane from Utah Street to Commercial Street.

**Justification:** The pavement on Monroe Avenue is in fair condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax					\$68,200	\$68,200
<b>Project Total</b>						<b>\$68,200</b>



# Street Division

## Lake Drive

**Project Number:** 08-STR-002-24

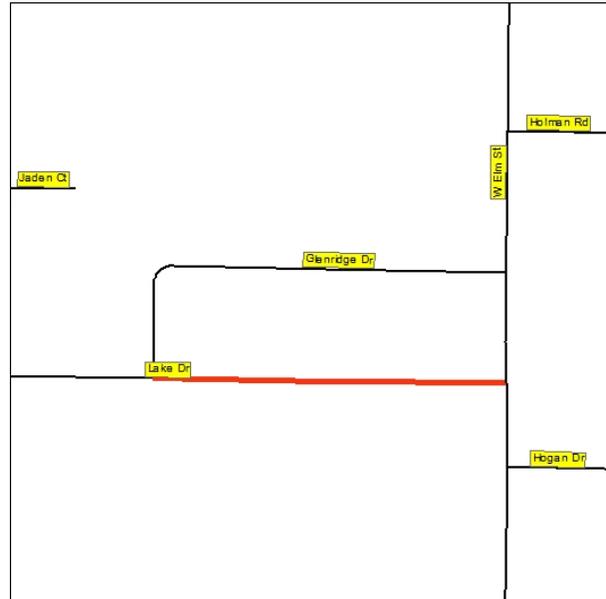
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 810' of Lake Drive from Elm Street to Glenridge Drive.

**Justification:** The pavement on Lake Drive is in need of an asphalt overlay to address ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax					\$42,650	\$42,650
<b>Project Total</b>						<b>\$42,650</b>



## Sherman Avenue

**Project Number:** 08-STR-003-24

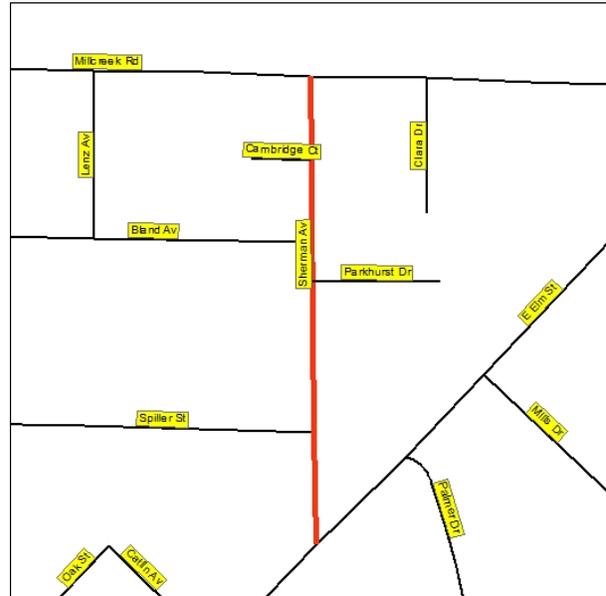
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 1410' of Sherman Avenue from Elm Street to Millcreek Road.

**Justification:** The pavement on Sherman Avenue is in need of an asphalt overlay to address ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax					\$74,175	\$74,175
<b>Project Total</b>						<b>\$74,175</b>



# Street Division

## Jefferson Avenue Sidewalk Improvements

**Project Number:** 08-STR-004-24

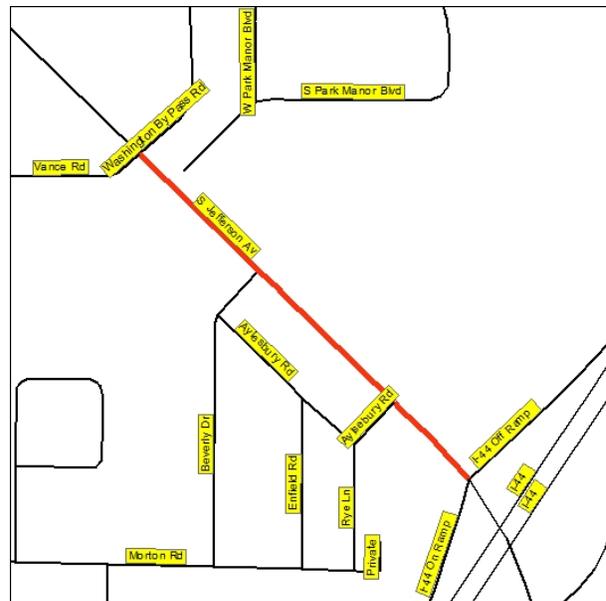
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Construction of sidewalk along both sides of 1,650 linear feet of Jefferson Avenue from Interstate 44 to Vance Road.

**Justification:** ADA compliant sidewalks along Jefferson Avenue are needed to meet pedestrian traffic and safety issues. Funding is via Street Funds and MODOT Surface Transportation Funds Grant.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax					\$66,000	\$66,000
STP Funds					\$264,000	\$264,000
<b>Project Total</b>						<b>\$330,000</b>



# Street Division

## Green Street

**Project Number:** 08-STR-005-24

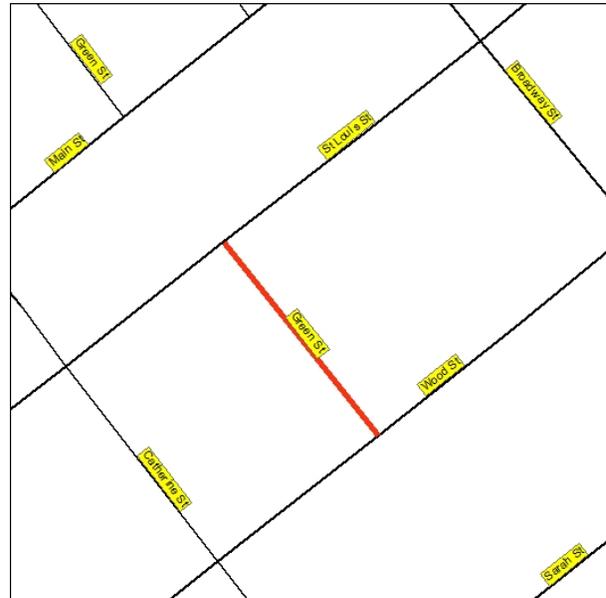
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 375' of Green Street from St. Louis Street to Wood Street.

**Justification:** The pavement on Green Street is in failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax					\$17,950	\$17,950
<b>Project Total</b>						<b>\$17,950</b>



# Street Division

## Lincoln Avenue

**Project Number:** 08-STR-006-24

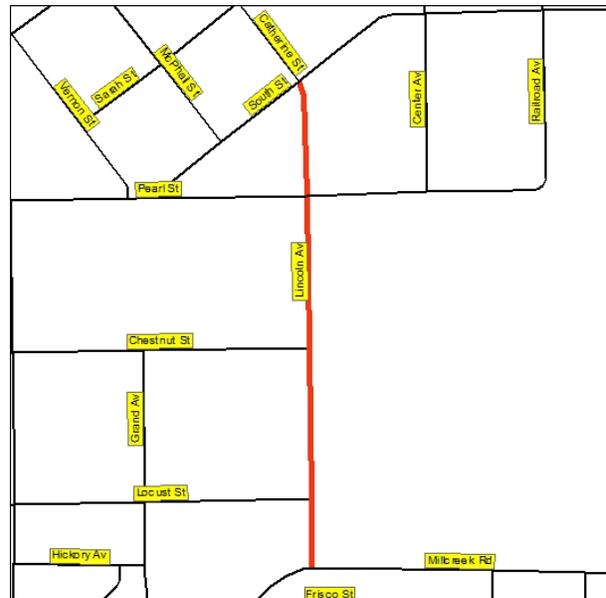
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 1500' of Lincoln Avenue from Millcreek Road to South Street.

**Justification:** The pavement on Lincoln Avenue is in poor to failing condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax					\$91,900	\$91,900
<b>Project Total</b>						<b>\$91,900</b>



## Bland Avenue

**Project Number:** 08-STR-007-24

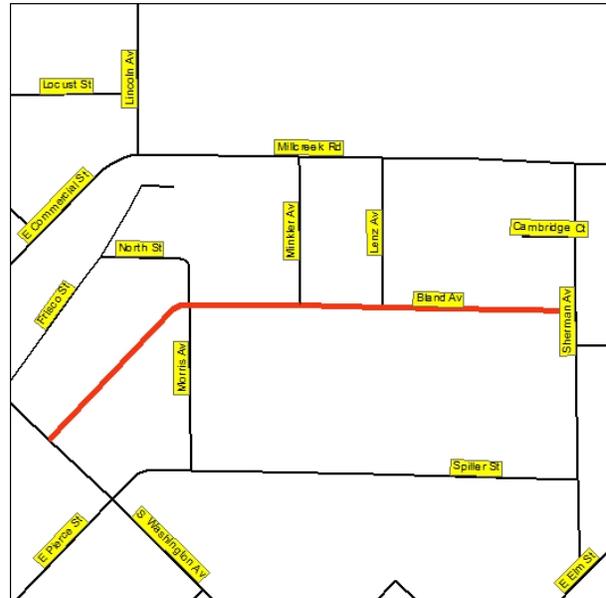
**Improvement Type:** Land and Land Improvements

**Division:** 08-Street

**Description:** Asphalt pavement overlay of 2020' of Bland Avenue from Washington Avenue to Sherman Avenue.

**Justification:** The pavement on Bland Avenue is in good to very poor condition on the Pavement Condition Index. This approach to rehabilitation will improve ride quality and reduce pavement distresses, while increasing the useful life of the roadway.

Funding Source	2020	2021	2022	2023	2024	Totals
Transportation Sales Tax					\$110,110	\$110,110
<b>Project Total</b>						<b>\$110,110</b>



## Overview

Tourism is responsible for providing marketing and educational opportunities for the many events and visitors to the Lebanon area. This is accomplished through both conventional and non-conventional marketing channels.

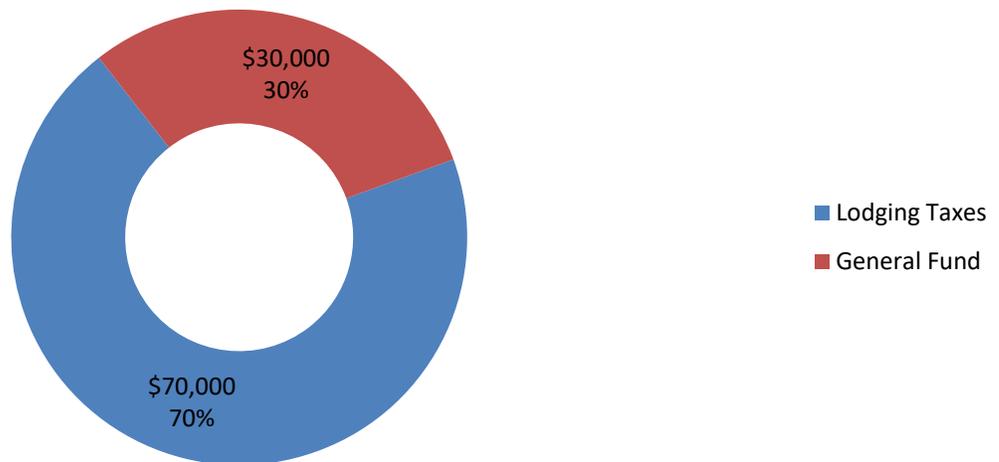
### Funding

Capital improvement projects for the Tourism Department are funded primarily through the lodging tax paid by hoteliers located in Lebanon. Certain projects may be funded out of the General Fund as well.

### Projects

Capital projects for Tourism are based on a combination of staff identified needs and requests from the Tourism Advisory Committee.

## Project Funding Sources



## New Tourism Website

**Project Number:** 40-TRM-001-22

**Improvement Type:** Furniture and Office Equipment

**Division:** 40-Tourism

**Description:** The creation and implementation of a fully functional visitation website and mobile application to use as tools to promote interest and educate visitors of local attractions.

**Justification:** Tourism for Lebanon and the surrounding area is steadily growing each year and to keep up with the demand for information and continued interest in the area a tool is needed that is easily adjusted to that changing climate. More functionality and adaptability is needed than the current website allows.

Funding Source	2020	2021	2022	2023	2024	Totals
Lodging Taxes			\$70,000			\$70,000
<b>Project Total</b>						<b>\$70,000</b>



# FY 2020 – 2024 Capital Improvement Projects

Project Number	Project Name	2020	2021	2022	2023	2024	Total
73-APT-001-20	Mill and Overlay Construction	\$1,686,000					\$1,686,000
73-APT-002-20	Hangar Remodel	\$30,000					\$30,000
73-APT-003-20	Reconstruction of St. Clair T-Hangars	\$250,000					\$250,000
73-APT-001-21	Airport Master Plan		\$300,000				\$300,000
73-APT-002-21	Aviation Fuel Truck		\$95,000				\$95,000
73-APT-003-21	Ramp and Parking Lot Repair		\$25,000				\$25,000
73-APT-001-22	Airport Tractor			\$52,000			\$52,000
73-APT-002-22	Rotary Cutter			\$12,800			\$12,800
73-APT-001-23	Taxiway Rehabilitation				683,500		\$683,500
73-APT-001-24	Utility Vehicle					\$7,000	\$7,000
73-APT-001-20	Replace Existing Computer Systems					\$5,000	\$5,000
01-CAO-002-14	Insulated File Cabinets		\$2,500				\$2,500
01-CAO-002-19	Administrative Vehicles	\$25,000					\$25,000
01-CCC-001-19	Replace Existing Computer Systems	\$4,000					\$4,000
01-CCC-001-21	Exhibition Hall Chairs		\$5,000		\$6,000		\$11,000
01-CCC-002-22	Replacement of CCC Office Furniture			\$60,000			\$60,000
01-CCC-003-22	Replace 2005 Boom Lift			\$150,000			\$150,000
01-CCC-004-23	On-Line Booking				\$30,000		\$30,000
01-CCC-001-24	Half Ton Pickup					\$30,000	\$30,000
22-CCC-006-14	Replacement of HVAC Units		\$50,000				\$50,000
22-CCC-002-15	Mill, Overlay, and Restripe: CCC Parking Lot	\$80,000	\$100,000	\$35,000			\$215,000
22-CCC-002-17	Comprehensive Repair Plan for CCC Roof	\$150,000	\$80,000				\$230,000
22-CCC-005-17	Upgrade Theater Stage Lights	\$20,000					\$20,000
22-CCC-001-20	Addition of Dressing Rooms & Concession Area for Ex. Hall	\$1,750,000					\$1,750,000
22-CCC-001-21	Repair Gym Floor		\$20,000				\$20,000
22-CCC-001-21	Replace Multi-Purpose Flooring		\$100,000				\$100,000
22-CCC-001-22	Replacement of Gas Fired Pool Heater			\$30,000			\$30,000
22-CCC-002-22	Upgrade of UV System for CCC Pool			\$15,000			\$15,000
22-CCC-003-22	Rebuild Paddock Water Filter for CCC Pool			\$40,000			\$40,000
22-CCC-004-22	Rider Floor Sweeper			\$17,000			\$17,000
22-CDC-001-18	Replacement of Staff Vehicles	\$20,000		\$20,000			\$40,000
22-CDC-001-19	Replacement of Network Systems				\$5,000		\$5,000

# FY 2020 – 2024 Capital Improvement Projects

Project Number	Project Name	2020	2021	2022	2023	2024	Total
75-DBD-001-18	Streetscape Improvements/Signage Updates	\$20,000	\$12,000	\$20,000	\$12,000	\$16,000	\$80,000
99-DBD-002-18	Lebanon Farmers Market Pavilion	\$120,000					\$120,000
80-ELF-007-14	161 Substations and Transmission	\$4,166,666	\$4,166,666	\$4,166,666			\$12,499,998
80-ELF-008-14	Line Reconductor/Extensions	\$600,000	\$600,000	\$600,000	\$600,000	\$600,000	\$3,000,000
80-ELF-009-14	Overhead/Underground Projects	\$100,000					\$100,000
80-ELF-003-15	LED Streetlight Conversion	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$300,000
80-ELF-004-15	Distribution Pole Changes	\$250,000	\$250,000	\$50,000	\$50,000	\$50,000	\$650,000
80-ELF-006-15	Construction Truck			\$225,000			\$225,000
80-ELF-003-17	Department Pickups			\$40,000	\$40,000		\$80,000
80-ELF-001-20	Replace Existing Computer Systems	\$9,000					\$9,000
80-ELF-002-20	Battery Backup for Substation Reclosers	\$30,000					\$30,000
80-ELF-003-20	Overhead/Underground- Montrose/Parkway	\$120,000					\$120,000
80-ELF-004-20	Distribution Switches	\$50,000					\$50,000
80-ELF-001-21	69k High Voltage Tie Line – Substations #6 and #8		\$1,000,000				\$1,000,000
80-ELF-002-21	Line Reconductor/Extensions- Michigan		\$600,000				\$600,000
80-ELF-001-22	Substation #2 Transformer			\$800,000			\$800,000
80-ELF-002-22	Overhead/Underground Project- Woodhill			\$350,000			\$350,000
80-ELF-003-22	Overhead/Underground Project- South Lawn Subd.			\$150,000			\$150,000
80-ELF-001-23	Overhead/Underground Project- Osage and Highland				\$350,000		\$350,000
80-ELF-002-23	Line Reconductor/Extensions – South				\$1,000,000		\$1,000,000
80-ELF-001-24	Overhead/Underground Project- Subs. #7 and #8					\$1,500,000	\$1,500,000
01-ENV-004-14	Assessment and Restoration of Detention Facilities	\$5,000	\$5,000	\$5,000			\$15,000
01-ENV-003-18	Stormwater: Waterman Drive and Windsor Drive		\$25,000				\$25,000
01-ENV-001-19	Stormwater: Mountrose Beacon Branch		\$30,000	\$50,000			\$80,000
01-ENV-002-19	Stormwater: Springfield and Jackson			\$25,000			\$25,000
01-ENV-004-19	Stormwater: Radio Tower Branch Improvements	\$50,000					\$50,000
01-ENV-006-19	Stormwater: Hydraulic Engineering Study	\$50,000	\$50,000	\$50,000	\$50,000		\$200,000
01-ENV-001-20	Stormwater: Washington and North Park Manor				\$50,000		\$50,000
01-ENV-002-20	Stormwater: Kansas Avenue Stormwater Crossing	\$225,000					\$225,000
01-ENV-003-20	Stormwater: Beck and Kansas Improvements	\$15,000					\$15,000
01-ENV-004-20	Stormwater: Rolling Hills Road Improvements	\$30,000					\$30,000
01-ENV-001-21	Stormwater: Brook and Indian Creek Improvements		\$30,000				\$30,000

# FY 2020 – 2024 Capital Improvement Projects

Project Number	Project Name	2020	2021	2022	2023	2024	Total
01-ENV-002-21	Stormwater: Springfield and Jackson		\$25,000				\$25,000
01-ENV-001-22	Stormwater: Quail Valley Improvements			\$15,000			\$15,000
01-ENV-002-22	Stormwater: Highway YY and Raef Road Improvements			\$10,000			\$10,000
01-ENV-003-22	Stormwater: Washington and Park Manor			\$60,000			\$60,000
01-ENV-001-23	Stormwater: West Fremont Improvements				\$10,000		\$10,000
01-ENV-002-23	Stormwater: Evergreen Improvements				\$25,000		\$25,000
01-ENV-003-23	Stormwater: Flatwoods				\$25,000		\$25,000
85-ENV-001-14	Collection Improvements- Goodwin Hollow Watershed	\$600,000	\$650,000	\$700,000	\$750,000	\$750,000	\$3,450,000
85-ENV-002-14	WWTP Improvements Phase 2	\$2,000,000					\$2,000,000
85-ENV-004-15	Sampler			\$4,500			\$4,500
85-ENV-007-15	Lift Station SCADA	\$20,000	\$20,000	\$20,000			\$60,000
85-ENV-006-16	Mechanical Bar Screen	\$650,000					\$650,000
85-ENV-007-16	Pickup Trucks	\$30,000		\$30,000			\$60,000
85-ENV-008-16	Portable Trash Pump				\$4,000		\$4,000
85-ENV-001-17	Wastewater Treatment Plant Driveway Overlay	\$35,000					\$35,000
85-ENV-001-18	Backhoe	\$100,000					\$100,000
85-ENV-003-18	Replace Existing Wastewater Computer Systems	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
85-ENV-001-19	Lift Station Improvements	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
85-ENV-002-19	Benchtop Spectrophotometer					\$6,500	\$6,500
85-ENV-004-19	Dump Truck	\$150,000					\$150,000
85-ENV-005-19	Standby Generator		\$80,000				\$80,000
85-ENV-004-20	Excavator	\$240,000					\$240,000
85-ENV-005-20	Biosolids Application Truck	\$185,000					\$185,000
85-ENV-006-20	Equipment and Material Trailer	\$8,000					\$8,000
85-ENV-007-20	Combination Cleaning Unit	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$400,000
85-ENV-008-20	Emerald Lane Gravity Sewer Main	\$100,000					\$100,000
85-ENV-001-21	Sewer Main: Mizer Street		\$15,000				\$15,000
85-ENV-002-21	Sewer Main: Barlow Street		\$12,000				\$12,000
85-ENV-003-21	Sewer Main: Marvin Avenue		\$27,000				\$27,000
85-ENV-004-21	Sewer Main: Perry Street		\$40,000				\$40,000
85-ENV-005-21	IDEX		\$6,000				\$6,000
85-ENV-006-21	Mechanical Convection Oven		\$5,000				\$5,000

# FY 2020 – 2024 Capital Improvement Projects

Project Number	Project Name	2020	2021	2022	2023	2024	Total
85-ENV-007-21	Analytical Balance		\$4,000				\$4,000
85-ENV-001-22	Sewer Main: Hayes Street			\$16,000			\$16,000
85-ENV-002-22	Sewer Main: Stave Mill Easement			\$25,000			\$25,000
85-ENV-001-23	South Highway 5 Lift Station				\$200,000		\$200,000
85-ENV-002-23	Lab/Portable PH, LBOD Meter				\$3,500		\$3,500
85-ENV-001-24	Orion Camera (CCTV)					\$25,000	\$25,000
87-ENV-006-15	Tower Modification	\$75,000					\$75,000
87-ENV-007-15	Dump Truck			\$135,000			\$135,000
87-ENV-001-17	Rosenthal Woodhill North 5 Water Tie-In	\$120,000					\$120,000
87-ENV-002-17	Park Manor Water Line Replacement		\$55,000				\$55,000
87-ENV-003-17	Spiller Tower Renovation	\$360,000					\$360,000
87-ENV-001-18	Nathaniel and Steele Water Tie In	\$55,000					\$55,000
87-ENV-002-18	New Well and Tower	\$3,000,000					\$3,000,000
87-ENV-003-18	Pickup Trucks		\$30,000		\$30,000		\$60,000
87-ENV-004-18	Service Truck	\$85,000					\$85,000
87-ENV-007-18	Replace Existing Water Computer Systems	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
87-ENV-001-19	Water Line: Ostrich Lane		\$150,000				\$150,000
87-ENV-002-19	Water Main: West Bland		\$60,000				\$60,000
87-ENV-003-19	Bowling Water Tower Top Coat		\$245,000				\$245,000
87-ENV-004-19	Water Wells: Chlorine Analyzer Replacements	\$4,500					\$4,500
87-ENV-005-20	Water Main: Kansas	\$37,000					\$37,000
87-ENV-006-20	Glencastle Tower	\$500,000					\$500,000
87-ENV-007-20	Portable Trash Pump	\$3,000					\$3,000
87-ENV-008-20	Water Well Critical Parts	\$20,000	\$10,000	\$10,000	\$10,000	\$10,000	\$60,000
87-ENV-001-21	Water Tie Line: Twin Oaks & Tower		\$16,000				\$16,000
87-ENV-002-21	Water Main: Mizer		\$16,000				\$16,000
87-ENV-003-21	Water Main: Barlow		\$17,000				\$17,000
87-ENV-004-21	Water Main: Marvin		\$32,000				\$32,000
87-ENV-005-21	Water Main: Albert		\$13,000				\$13,000
87-ENV-006-21	Water Main: Dickinson		\$13,000				\$13,000
87-ENV-007-21	Water Services: New Buffalo Road		\$7,500				\$7,500
87-ENV-008-21	Water Distribution System Improvements		\$500,000	\$500,000	\$500,000	\$500,000	\$2,000,000

# FY 2020 – 2024 Capital Improvement Projects

Project Number	Project Name	2020	2021	2022	2023	2024	Total
87-ENV-001-22	Water Main: Owens			\$22,000			\$22,000
87-ENV-002-22	Water Tie Line: New Buffalo Road to Public Works			\$140,000			\$140,000
87-ENV-001-23	Water Main: Frank				\$7,000		\$7,000
87-ENV-002-23	Water Main: Hunters Creek				\$20,000		\$20,000
87-ENV-003-23	Water Main: Manors and South Highway 5				\$21,000		\$21,000
01-FIN-001-19	Replace Existing Computer Systems		\$3,000				\$3,000
01-FDE-002-16	Replacement of Cardiac Monitors	\$20,000	\$20,000	\$20,000			\$60,000
01-FDE-005-16	Hazardous Materials Identification			\$25,000			\$25,000
01-FDE-006-16	Storage Addition Station 2			\$15,000			\$15,000
01-FDE-007-16	Replace HVAC Units at Fire Stations 1 and 2		\$8,000				\$8,000
01-FDE-008-16	Refresh Interior of Stations			\$12,000			\$12,000
01-FDE-013-16	Traffic Control Signal Light Station 2			\$30,000			\$30,000
01-FDE-002-17	Fire Safety Trailer		\$60,000				\$60,000
01-FDE-005-17	Improvements to Fire Station 1 Roof	\$30,000	\$15,000				\$45,000
01-FDE-002-18	Mobile Tablets				\$9,000		\$9,000
01-FDE-003-18	Insulation in Bay Area Station 1	\$10,000					\$10,000
01-FDE-004-18	Install Security Cameras		\$5,000				\$5,000
01-FDE-006-18	Training Props	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$12,500
01-FDE-002-19	Bay Floors of Fire Station 1					\$16,000	\$16,000
01-FDE-004-19	Electronic Control Devices (Taser)		\$7,200				\$7,200
01-FDE-001-20	Replace Existing Computer Systems		\$5,000				\$5,000
01-FDE-002-20	Update Station Interior Lighting	\$6,000					\$6,000
01-FDE-001-21	Confined Space Rescue System		\$18,000				\$18,000
01-FDE-002-21	Repair of Flag Poles & Placement of 9/11 Piece		\$5,000				\$5,000
01-FDE-003-21	Update Station Alerting System		\$10,000				\$10,000
01-FDE-001-22	5" Large Diameter Hose Roller	\$7,500					\$7,500
01-FDE-002-22	LUCAS CPR Device			\$30,000			\$30,000
01-FDE-001-23	Seal and Stripe Parking Lots					\$4,000	\$4,000
22-FDE-003-14	Replacement of Fleet- Staff Vehicles	\$28,000	\$33,000				\$61,000
22-FDE-001-17	Bunker Gear				\$72,000		\$72,000
22-FDE-002-17	Mobile Traffic Light Controllers		\$18,000	\$18,000	\$18,000	\$18,000	\$72,000
22-FDE-003-17	Bulletproof Vests		\$5,000				\$5,000

# FY 2020 – 2024 Capital Improvement Projects

Project Number	Project Name	2020	2021	2022	2023	2024	Total
22-FDE-001-18	Secondary Dispatch Circuit	\$20,000					\$20,000
99-FDE-001-16	Fire Station #3				\$1,230,000		\$1,230,000
99-FDE-002-16	Training Tower				\$1,500,000	\$5,000	\$1,505,000
01-FMS-002-14	60" Zero Turn Mowers	\$11,500		\$12,000	\$12,500	\$13,000	\$49,000
01-FMS-002-16	Half Ton Pickups	\$30,000		\$24,000		\$30,000	\$84,000
01-FMS-001-20	Right of Way Mowing Tractor	\$35,000					\$35,000
01-FMS-001-23	Backhoe				\$98,000		\$98,000
22-FMS-003-18	Replace HVAC Units at City Hall	\$8,000					\$8,000
22-FMS-001-20	Replace HVAC Units at Public Works	\$6,500	\$16,500	\$16,500			\$39,500
22-FMS-002-20	Repair Fire Station #1 Parking Lot	\$10,000					\$10,000
22-FMS-005-20	Elm Street Christmas Decorations	\$6,000	\$6,500	\$7,000			\$19,500
22-FMS-001-21	Repair Fire Station #2 Parking Lot		\$15,000				\$15,000
60-GFM-001-20	Service Truck	\$60,000					\$60,000
60-GFM-002-20	Warehouse/Inventory Enclosure	\$10,000					\$10,000
60-GFM-001-21	Fleet Fuel Dispensers		\$33,800				\$33,800
60-GFM-001-22	Garage Office			\$6,000			\$6,000
60-GFM-002-22	Warehouse Forklift			\$45,000			\$45,000
60-GFM-001-23	Refrigerant Management System				\$7,000		\$7,000
60-GFM-001-24	Heavy Truck Scan Tool					\$5,000	\$5,000
01-ITS-001-20	Replace Existing Computer Systems				\$5,000		\$5,000
22-ITS-005-16	Mobile Data Tablets	\$7,500		\$3,000		\$3,000	\$13,500
99-ITS-001-16	Capital Hardware/Software Purchase	\$70,000	\$70,000				\$140,000
99-ITS-003-20	Konica Printer Replacement	\$28,000					\$28,000
01-OCK-001-19	Replace Existing Computer Systems	\$5,000					\$5,000
22-OCK-001-20	Folder and Inserter Machine	\$23,000					\$23,000
22-PKD-012-14	Boswell Aquatic Center	\$5,000	\$20,000	\$250,000			\$275,000
22-PKD-001-19	Skate Park Improvements		\$125,000				\$125,000
22-PKD-002-19	Soccer Fields	\$250,000					\$250,000
22-PKD-001-20	Walking and Bicycle Trail	\$250,000		\$250,000			\$500,000
79-PKD-001-14	Vehicle and Motor Equipment	\$45,000	\$22,000	\$45,500	\$50,500	\$36,500	\$199,500
79-PKD-003-14	Playground Fall Protection	\$5,000		\$5,000			\$10,000
79-PKD-010-14	WT Vernon Park		\$100,000				\$100,000

# FY 2020 – 2024 Capital Improvement Projects

Project Number	Project Name	2020	2021	2022	2023	2024	Total
79-PKD-001-15	Harke Park			\$172,500			\$172,500
79-PKD-010-16	Infield Surface Material	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
79-PKD-002-17	Walking Trail Maintenance	\$14,000			\$15,000		\$29,000
79-PKD-003-17	Park Office	\$65,000					\$65,000
79-PKD-005-17	Wallace Park		\$65,000				\$65,000
79-PKD-001-19	Replace Existing Computer Systems	\$5,000				\$5,000	\$10,000
79-PKD-002-19	Sprinkler System at Atchley Park Fields	\$15,000					\$15,000
79-PKD-003-19	Nelson Park Phase III Parking Lot Improvements	\$200,000					\$200,000
79-PKD-001-20	Park Signs	\$45,000					\$45,000
83-PKD-001-18	Fiber for Parks	\$14,220					\$14,220
99-PKD-003-19	Winfrey Property		\$290,000				\$290,000
01-PDA-003-18	Replace Existing Computer Systems			\$5,000			\$5,000
01-PDA-001-19	Field Investigation Hardware and Software	\$35,000					\$35,000
01-PDA-002-19	911 Hardware and Software	\$62,000					\$62,000
22-PDA-001-14	Bulletproof Vest	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$20,000
22-PDA-002-14	Electronic Control Devices (Taser)	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$6,000
22-PDA-004-14	Patrol Car (Dash) Camera	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
22-PDA-003-15	Patrol Cars	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$450,000
22-PDA-001-17	Dispatch Zetron Radio Upgrade		\$44,000				\$44,000
22-PDA-003-17	IRIS Upgrade			\$15,000			\$15,000
22-PDA-004-17	ID System and Hardware Upgrade			\$12,000			\$12,000
22-PDA-001-18	WAVE Upgrade	\$15,000					\$15,000
22-PDA-002-18	Automatic License Plate Reader (APLR)		\$22,000				\$22,000
22-PDA-001-20	Portable Radio Solution	\$225,000					\$225,000
08-STR-002-16	Millcreek Road Improvements			\$175,000			\$175,000
08-STR-005-16	Three-Quarter Ton 4x4 Pickup Truck Replacements	\$35,000	\$35,000				\$70,000
08-STR-006-16	Three-Quarter Ton Pickup Truck Replacements	\$35,000					\$35,000
08-STR-008-16	Truck Mounted Striping Machine				\$35,000		\$35,000
08-STR-008-17	Tandem Axle Dump Truck				\$155,000		\$155,000
08-STR-017-17	Single Axle Dump Truck	\$120,000					\$120,000
08-STR-018-17	Mowing Tractor				\$35,000		\$35,000
08-STR-020-17	Track Loader			\$250,000			\$250,000

# FY 2020 – 2024 Capital Improvement Projects

Project Number	Project Name	2020	2021	2022	2023	2024	Total
08-STR-007-18	Crack Sealer Machine				\$50,000		\$50,000
08-STR-008-18	Backhoe	\$95,000					\$95,000
08-STR-012-18	West Hayes Street Improvements			\$21,000			\$21,000
08-STR-002-19	Ostrich Drive Improvements	\$245,000					\$245,000
08-STR-003-19	Hoover Avenue		\$32,500				\$32,500
08-STR-007-19	Snow Plow Attachment		\$7,500				\$7,500
08-STR-008-19	Drop Hammer Attachment		\$5,500				\$5,500
08-STR-009-19	Road Grader		\$220,000				\$220,000
08-STR-001-20	Madison Avenue Overlay	\$192,800					\$192,800
08-STR-002-20	Utah Street	\$68,000					\$68,000
08-STR-003-20	Kansas Avenue Improvements	\$85,000					\$85,000
08-STR-005-20	Half Ton 4X4 Pickup Trucks		\$50,000	\$25,000			\$75,000
08-STR-008-20	Roller Compactor			\$40,000			\$40,000
08-STR-009-20	Semi Tractor					\$120,000	\$120,000
08-STR-010-20	Excavator					\$225,000	\$225,000
08-STR-011-20	Skid Steer Loader		\$55,000				\$55,000
08-STR-012-20	Walk Behind Striping Machine		\$3,000				\$3,000
08-STR-013-20	Ohio Street Improvements	\$33,000					\$33,000
08-STR-014-20	Texas Street Improvements	\$28,500					\$28,500
08-STR-015-20	Iowa Street Improvements	\$11,000					\$11,000
08-STR-016-20	Crisp Road Improvements	\$11,000					\$11,000
08-STR-017-20	Second Street Surface Treatment	\$25,000					\$25,000
08-STR-001-21	Mountrose Street Improvements		\$210,500				\$210,500
08-STR-002-21	Harwood Avenue Surface Treatment			\$10,400			\$10,400
08-STR-003-21	Tower Road Surface Treatment		\$17,000				\$17,000
08-STR-004-21	Raef Road Surface Treatment		\$12,250				\$12,250
08-STR-005-21	East Fremont Road Improvements		\$426,000				\$426,000
08-STR-006-21	Adams Avenue Improvements		\$35,800				\$35,800
08-STR-008-21	Harris Lane Surface Treatment			\$17,000			\$17,000
08-STR-009-21	Rolling Hills Road Surface Treatment			\$27,700			\$27,700
08-STR-010-21	Herndon Road Surface Treatment		\$13,200				\$13,200
08-STR-011-21	Jackson Avenue Surface Treatment		\$10,500				\$10,500

# FY 2020 – 2024 Capital Improvement Projects

Project Number	Project Name	2020	2021	2022	2023	2024	Total
08-STR-013-21	Bethel Road Asphalt Overlay			\$43,500			\$43,500
08-STR-014-21	Howard Drive Surface Treatment			\$13,500			\$13,500
08-STR-015-21	Traffic Signal Installation at Tower Road and Hwy. 32					\$150,000	\$150,000
08-STR-016-21	Traffic Control Imp at Hwy MM, Cowan Dr, Millcreek				\$150,000		\$150,000
08-STR-017-21	East Bland Road Surface Treatments			\$21,000			\$21,000
08-STR-018-21	McGinnis Street Asphalt Overlay		\$19,060				\$19,060
08-STR-019-21	Allen Street Asphalt Overlay		\$12,780				\$12,780
08-STR-020-21	Fowler Drive		\$48,960				\$48,960
08-STR-001-22	Elm Street Surface Treatments			\$220,000			\$220,000
08-STR-002-22	Roller Compactor				\$85,000		\$85,000
08-STR-003-22	Asphalt Milling Attachment	\$20,000					\$20,000
08-STR-004-22	Hydro Seeder				\$10,000		\$10,000
08-STR-005-22	Walk Behind Asphalt Saw				\$5,000		\$5,000
08-STR-006-22	Plate Compactor				\$1,500		\$1,500
08-STR-011-22	North Park Manor Boulevard			\$24,985			\$24,985
08-STR-012-22	East Park Manor Boulevard			\$28,875			\$28,875
08-STR-013-22	South Park Manor Boulevard			\$18,450			\$18,450
08-STR-014-22	West Park Manor Boulevard			\$18,450			\$18,450
08-STR-015-22	Monroe Avenue			\$50,600			\$50,600
08-STR-016-22	Jefferson Avenue Sidewalk Improvements			\$310,000			\$310,000
08-STR-001-23	Elm Street Surface Treatment				\$136,350		\$136,350
08-STR-005-23	West Bland Asphalt Overlay				\$71,950		\$71,950
08-STR-006-23	Hospital Drive Asphalt Overlay				\$118,400		\$118,400
08-STR-007-23	Albert Street Improvements				\$22,500		\$22,500
08-STR-008-23	Marvin Avenue Improvements				\$47,900		\$47,900
08-STR-009-23	Mizer Street Improvements				\$31,600		\$31,600
08-STR-010-23	Barlow Street Improvements				\$31,600		\$31,600
08-STR-011-23	Dickinson Avenue Improvements				\$52,200		\$52,200
08-STR-001-24	Beck Lane					\$68,200	\$68,200
08-STR-002-24	Lake Drive					\$42,650	\$42,650
08-STR-003-24	Sherman Avenue					\$74,175	\$74,175
08-STR-004-24	Jefferson Avenue Sidewalk Improvements					\$330,000	\$330,000

# FY 2020 – 2024 Capital Improvement Projects

Project Number	Project Name	2020	2021	2022	2023	2024	Total
08-STR-005-24	Green Street					\$17,950	\$17,950
08-STR-006-24	Lincoln Avenue					\$91,900	\$91,900
08-STR-007-24	Bland Avenue					\$110,110	\$110,110
40-TRM-001-22	New Tourism Website			\$70,000			\$70,000
<b>Total Requested By Year</b>		<b>\$21,297,386</b>	<b>\$12,208,916</b>	<b>\$11,412,626</b>	<b>\$8,895,700</b>	<b>\$5,222,685</b>	<b>\$59,017,313</b>
<b>Proposed FY 2020 – 2024 Total</b>		<b>\$59,017,313</b>					

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF LEBANON, LACLEDE COUNTY, MISSOURI, AMENDING THE CITY *CODE OF ORDINANCES CHAPTER 2 ADMINISTRATION, ARTICLE VIII FINANCE* BY REPEALING *SECTION 2-469 RESERVED* IN ITS ENTIRETY AND ENACTING A NEWLY CREATED *SECTION 2-469 FIXED ASSETS AND CAPITALIZATION POLICY* AND ESTABLISHING *APPENDIX A OF ARTICLE VIII FINANCE*.

*WHEREAS*, that sound fiscal management for municipal government units include the oversight of capital assets; *and*

*WHEREAS*, that capital assets represent the City 's investment of taxpayer dollars in real and personal property for the public's convenience, use, safety or enjoyment; *and*

*WHEREAS*, that it is in the best interest of the City of Lebanon to establish policy guidelines for expensing and monitoring such capital assets; *and*

*WHEREAS*, that the City wishes to at all times be able to exercise positive financial accountability for the safekeeping and responsibilities of assets; *and*

*WHEREAS*, that implementing this policy and procedure to capitalize assets in conformance with Generally Accepted Governmental Accounting Practices was submitted to the City Council for approval by Council Bill No.3793 at the January 14, 2013 Council Meeting.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEBANON, LACLEDE COUNTY, MISSOURI, AS FOLLOWS;

SECTION 1: That the City Council of the City of Lebanon, Laclede County, Missouri, hereby amends the City *Code of Ordinances Chapter 2 Administration, Article VIII Finance* by repealing *Section 2-469 Reserved* in its entirety and enacting a newly created *Section 2-469 Fixed Assets And Capitalization Policy* to read as follows;

## **2-469 Fixed Assets and Capitalization Policy**

### **A. Responsible parties**

1. The City Administrator or its designee will be the responsible party of fixed assets. Department supervisors and the Finance Director will ensure that property is acquired, maintained, used and disposed of in the City's best interests.
2. Department supervisors have the authority, accountability, and responsibility for maintenance of property.

### **B. Record retention**

Paper forms will be retained in the finance department for one year and the computer will retain all information for three years.

### **C. Policy and procedure revisions**

Any revisions or modifications to the fixed asset policies and procedures will be made by the finance department and approved by the City Administrator and/or the City Council.

#### **2-469.1 Definitions**

*Fixed asset system*-a fixed asset system is a collection of all the relevant information on all assets owned, including procedures used to report the data, the defined responsibilities of those participating in administering the system, the paperwork and forms used in reporting the additions, deletions, transfers and changes, and the various reports generated from the input of the above data.

*Fixed asset*-a fixed asset must have a useful life of more than one year and a minimum cost of \$1,000. A fixed asset would include buildings, machinery/equipment, improvements other than buildings, and land.

*Capitalization policy*-all items, which cost less than \$1,000, should be expensed rather than treated as a fixed asset. All fixed assets should be properly booked using acceptable account practices.

*Controllable asset*-a controllable asset fails the cost test of being a capital item, but needs to be controlled. These assets are not capitalized on the general ledger nor are they depreciated, but they are inventoried on the fixed asset system and given a unique identifying number.

*Fixed asset cost*-fixed assets and their betterments should be recorded at historical cost. Historical cost includes not only the purchase price or cost of construction, but also any costs incurred to place the asset in its intended place and prepare it for use.

*Total estimated life*-total estimated life is the expected economic useful life of an asset from the date placed in service to the projected retirement date.

*Remaining life*-remaining life is the number of years from present to anticipated retirement date.

*Depreciation*-depreciation in both the valuation and accounting senses implies a loss in the value of a given asset or property. There are three causes of depreciation: (a) physical deterioration, *wear and tear in operation*, (b) functional obsolescence, *new technology*, or (c) economic and / or environmental obsolescence, *influences external to property itself like new regulations*.

*Curable condition*-curable conditions can be corrected economically through major repairs or replacement.

*Incurable condition*-incurable conditions reflect a gradual loss in value over time, which isn't readily correctable without a complete property replacement.

*Basis*-basis is the amount on which depreciation computations will be based.

*Life*-the life of an asset is the period of time that an asset is expected to be in use.

*Salvage value*-salvage value is an estimate of the residual value of an asset at the end of its estimated useful life.

*Method*-the method is the specific manner in which calculations for annual depreciation is made.

*Straight line depreciation method*-the cost of an asset less the projected salvage value is divided by the number of years of useful life of an asset to calculate the annual depreciation charge.

*Transfer*-a transfer is any movement of an asset by virtue of a change in location, either by account, department, building, floor, or room. A transfer may be a full or complete transfer or a partial transfer of an item.

*Disposal*-all items sold, traded-in, scrapped, abandoned or in any way removed from service during the current fiscal reporting period are classified as disposals.

*Buildings*-permanent structures purchased or otherwise acquired by the City and improvements thereon including costs incurred in the acquisition of the building such as broker's fees and other transactional cost.

*Equipment*-tangible property of a more or less permanent nature, other than land, buildings, and improvements other than buildings, such as machinery, tools, furniture, computers, etc.

*Improvements other than buildings*-permanent improvements, other than buildings, that adds value to land such as fences, retaining walls, and gutters.

*Infrastructure*-capital assets, which are: (1) immovable and (2) have value only to a governmental unit such as, roads, sidewalks, bridges, streetlights, parking lots, water, wastewater, fiber, and electrical systems.

*Land*-land purchased or otherwise acquired by the City including costs incurred in preparing land for use such as razing of structures or costs related to environmental studies.

*Fair market value*-fair market value is the estimated amount at which the fixed asset might exchange between a willing buyer and a willing seller, neither being under compulsion, each having reasonable knowledge of all relevant facts and with equity to both.

*Governmental fund type*-funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities, except those accounted for in proprietary type and fiduciary funds. Governmental fund types include general, special revenue, debt service and capital projects.

*Proprietary fund type*-funds used to account for activities which are similar to those found in the private sector. All assets, liabilities, equities, revenues, expenses and transfers related to the City's business activities are accounted for through proprietary funds (enterprise funds and internal service funds).

## **2-469.2 Fixed Asset Policies**

### **A. Capitalization of fixed assets**

1. An asset is capitalized if it has a useful life of more than one year and has a cost of more than \$1,000.
2. The cost of capitalized assets is charged as a service cost over the property's expected useful life.
3. All assets will be accounted for individually, unless equipment is being added to get another asset operational.

### **B. Cost of fixed assets**

1. Generally accepted accounting principles require governments to record fixed assets at historical cost or estimated historical cost. Historical cost includes fees such as freight, transportation, land preparation, legal and title fees, and architect and engineering fees.
2. Assets acquired through contribution or donation must be recorded at fair market value on the date donated.
3. If an asset is purchased under a lease method, it must be recorded according to generally accepted accounting principles. Operating leases can be recorded as controlled assets, while capital leases should be recorded as capitalizable assets and processed like any other purchased asset.

### **C. Asset classes**

1. Asset classes are assigned according to general ledger accounts: land, land improvements other than buildings, buildings, machinery & equipment, furniture and office equipment, and construction in progress.
2. **Land** includes all costs for legal services incidental to the acquisition and any other charges incurred in preparing the land for use. Costs relating to the razing of a structure are capitalized and carried in the land account.
3. **Buildings** include the value of all buildings at the purchase price or construction cost. Cost includes all charges, including broker's or architect's

fees and interest on borrowed money during construction. Additions and improvements, cost of heating and ventilating system or other permanently attached fixtures are added to the building account.

4. **Improvements other than buildings** include infrastructure and site improvements, such as parking lots, sidewalks, and fences. *Landscaping, demolition, or movable equipment like a picnic table is not included in this class.*
5. **Machinery and equipment** is property that does not lose its identity when removed from its location and isn't changed materially or expended in use. Cost includes freight, installation and all other charges incurred to place the asset in use.
6. **Construction in progress** is used when the City reports amounts expended on uncompleted buildings or other capital construction projects. The entire cost of the project is moved to the fixed asset class when the project is complete.

#### **D. Useful lives**

1. The useful life of a fixed asset must be assigned according to Appendix A in this policy.
2. If an asset is not identified in the useful life listing, use the useful life of an asset as closely related to the asset as possible.

#### **E. Salvage value**

1. The City Administrator or its designee should determine a reasonable salvage value when an asset is put into service.
2. Salvage value is considered zero if it is less than fifteen percent of the original cost of the asset.
3. Certain parts of the utility infrastructure relating to water, wastewater, electrical, and fiber optics distribution systems will not have any salvage value at the end of its useful life.

#### **F. Depreciation**

1. Depreciation is used to charge each accounting period for the estimated loss in value of the depreciable assets incurred during each period.
2. The City will use the straight-line depreciation method.
3. A full year's depreciation will be reported for assets received in the first six months of the fiscal year and no depreciation for those assets received during the balance of the fiscal year.
4. If a new asset is put into service, the total estimated economic life is used for depreciation purposes. If a used asset is put into service, the remaining life will be used for depreciation purposes.

#### **G. Additions**

1. All capitalizable fixed assets will be approved in the budget process or by the City Council, before any fixed asset addition is acquired.

2. Purchase requisitions must be entered and approved by the appropriate City personnel in the computer system before any fixed asset is physically purchased.

#### **H. Betterments**

1. Major additions, including those that significantly prolong a fixed asset's economic life or expand its usefulness, should be capitalized. Normal repairs that merely maintain the asset in its present condition will be recorded as expenditures and should not be capitalized.
2. Life determination of assets affected in this manner becomes an average of the previous remaining life and the added life represented by the rehabilitation. The cost of the betterment is added to the book value and the total remaining undepreciated cost is allocated over the estimated remaining life.
3. If a component of an asset is replaced, the book value of the replaced component should be deleted from the books to prevent an overstatement of the asset's value.

#### **I. Transfers**

The City Administrator or their designee must approve property transfers. The Department Heads, or their designee must acknowledge property transfers.

#### **J. Disposals**

1. City Council must approve property disposals.
2. The asset is public property and will be disposed of in the public's best interest.
3. A public auction will be held every year, when practicable, to properly allow an open and fair venue for all citizens to purchase the assets. Assets with a reasonable fair market value will be sold at the public auction.
4. If it is decided that a better price could be obtained for an asset through a trade-in or an outright sale, the offer will be properly advertised and bid.
5. If the City is disposing of an asset purchased with grant funds, the department will check grant policies before disposal and properly comply with the disposal requirements of the grant.
6. All City emblems must be removed from City vehicles and rolling stock before disposal.

#### **2-469.3 Physical inventory**

1. A physical inventory is designed to ensure that the fixed assets recorded in the system do physically exist; to determine whether unrecorded or improperly recorded transactions have occurred; and to identify any excess, defective, or obsolete assets on hand.
2. A physical inventory will be conducted by the departments each year.
3. Every three years, the finance department will conduct a complete wall-to-wall physical inventory with the assistance of each department.
4. The land inventory will be listed by parcel number and/or lot, block, and tract. The use and location of the land will also be noted.

5. The building inventory will include a quantitative and qualitative description of each structure segregating basic building construction from heating, ventilating, air conditioning, roof, elevators, plumbing, lighting, floor and ceiling cover, and built-in's for component lifting purposes.
6. Improvements other than buildings include all improvements made outside a building or any improvements made to a parcel of land.
7. Equipment will include a location, account, building, floor, department, description of the unit, manufacturer, model number, serial number, year acquired, the remaining life and the historical cost.

**2-469.4 Tagging**

1. A tagging system is used to maintain a positive identification of assets owned by the City. Tagging is important for facilitating the inventory process, controlling an asset's location, and for maintaining fixed assets.
2. Placement of tags should be consistent among fixed assets.

**2-469.5 Controllable assets**

1. The City will keep track of controllable assets that cost less than the capitalization level of \$1000, but because of their sensitive, portable and theft-prone nature, controlling these items is important to the City. Tracking controllable assets includes adding it to the fixed asset system and tagging it with a unique tag that identifies it as a controllable asset.
2. Any item that costs less than \$1,000 and more than \$250, but is more than a consumable item is a controllable asset. This could include a chair, telephone, printer, a table, etc.
3. Controllable assets will be expensed in the appropriate operational account number. And would not be assigned to an asset class.

SECTION 2: That the City Council of the City of Lebanon, Laclede County, Missouri, hereby amends the City *Code of Ordinances Chapter 2 Administration, Article VIII Finance* by establishing *Appendix A* to read as follows;

**APPENDIX A: FIXED ASSET USEFUL LIFE LISTING**

<b><u>FIXED ASSET TYPE</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>LIFE</u></b>
<b>LAND</b>	Land	Not Applicable
	Land Right of Way	Not Applicable
<b>IMPROVEMENT</b>	Grading	20 years
	Paving	20 years

	Fencing and walls	20 years
	Curbs	20 years
	Drainage features	20 years
	Landscaping	20 years
	Lighting	20 years
	Other land improvements	20 years
<b>BUILDING</b>	Buildings	40 years
	Other structures and accessories	20 years
<b>EQUIPMENT:</b>		
COMMUNICATION	Radio and radio equipment portable	5 years
AND	Radio and radio equipment not portable	5 years
DOCUMENTATION	Television and audio visual equipment	5 years
EQUIPMENT	Telephone system and related equipment	7 years
	Teletype equipment	7 years
	Public address and intercom system	7 years
	Projection equipment	7 years
	Recording and sound equipment	5 years
	Telemetry and control	7 years
	Reference materials and books	5 years
	Data handling equipment	5 years
	Copier, printing and duplicating machinery	5 years
BUSINESS	Cash register	5 years
EQUIPMENT	Check writer/signer/protector	7 years

	Postal equipment	7 years
COMPUTER	Main frame equipment	5 years
EQUIPMENT	Computer printers	5 years
	CPUs with monitors	5 years
	Tape drive	5 years
	Distinct CPUs/disk drive	5 years
	Distinct modem	5 years
	Distinct monitors	5 years
	Plotter	5 years
	Software other than main frame software	3 years
	Main frame software	5 years
PRODUCTION	Compressor	10 years
AND REPAIR	Generator	10 years
EQUIPMENT	Conveyor	10 years
	Repair equipment specific to automotive	5 years
	Power tools	5 years
	Hand tools	5 years
HEATING AND	Air conditioning and dehumidifying	10 years
COOLING EQUIPMENT	Heaters and heating systems	10 years
FURNITURE	Small appliances (coffee dispenser)	5 years
AND	Large appliances (refrigerator, stove)	5 years
FIXTURES	Furniture/fixtures other than appliances	7 years
	Art works and exhibits	5-40 years

OTHER	Photographic equipment	5 years
DISTINCTIVE	Police lab equipment	5 years
EQUIPMENT	Survey equipment	5 years
	Lab equipment other than police lab	5 years
	Medical equipment	5 years
	Intelligence and surveillance equipment	5 years
	Radar equipment	5 years
	Weapons and restraining equipment	5 years
	Hoses and related equipment	5 years
	Specialized clothing	5 years
	Parking meters	8 years
WASTEWATER	1" to 3" water pipe	25 years
AND	4" to 48" all types water pipe	25 years
ENVIRONMENTAL	Valves-plug-gate/butterfly	35 years
EQUIPMENT	Valves-pressure reducing	10 years
	Valves-pressure relief	10 years
	Valves-check	15 years
	Valves-other	20 years
	Stand pipes	50 years
	Water tanks	50 years
	4" to 42" sewer system pipe	40 years
	4" to 12" sewer system pipe	20 years
	Outfall lines	30 years
	Pumps and motors	10 years

	Lift station-pre fab material	20 years
	Lift station-power and service	10 years
	Manholes-brick and concrete	40 years
	Cleanouts	20 years
	Well	40 years
	Filtration system	10 years
	Process equipment	10 years
	Vaults	30 years
	Telemetry and control	10 years
	Tanks (underground and above ground)	15 years
	Basins/Ponds/Lagoons	15 years
	Hydrants	15 years
	Reservoirs	10 years
	Chlorination/odor control equipment	10 years
	Storm sewer pipe	40 years
	Pressure mains	10 years
	Meter pits	20 years
	8" to 24" Water system pipe	40 years
	2" to 6" Water system pipe	20 years
ELECTRIC	Structures and improvements	45 years
TRANSMISSION PLANT	Station Equipment	30 years
	Towers and Fixtures	50 years
	Overhead conductors and devices	50 years
	Underground conduit	50 years

	Underground conductors and device	40 years
	Roads and trails related to access	60 years
ELECTRIC	Structures and improvements	45 years
DISTRIBUTION PLANT	Station equipment	30 years
	Poles, towers and fixtures	35 years
	Overhead conductors and devices-wire-conduit pipe	50 years
	Underground conduit	50 years
	Underground conductors and device	40 years
	Line transformers and capacitors	30years
	Services	30 years
	Meters	25 years
	Installations on customers' premises	25 years
	Street lighting and signal system	20 years
OPTICAL FIBER	Structures and improvements	25 Years
DISTRIBUTION PLANT	Poles lines, cable, aerial wire, underground conduits	25 Years
MOBILE	Forklift and accessories	10 years
EQUIPMENT	Grader	10 years
	Sanitation and semi-trucks	5 years
	Street marking equipment	5 years
	Mowers, seeders, weed/grass equipment	3 years
	Snowplows and snow removal equipment	10 years
	Spreaders	5 years
	Trailer mounted compressor	10 years

	Backhoe	10 years
	Sewer rodder	10 years
	Portable pumps	5 years
	Trailer mounted sewer machine	5 years
	Loader	10 years
	Asphalt pavers	10 years
	Street sweepers and cleaners	7 years
	Asphalt kettle	10 years
	Tractors and accessories	7 years
	Trailers	10 years
	Trenchers	5 years
	Mixers	5 years
	Motorcycles and scooters	5 years
	Police vehicles	3 years
	Fire Trucks and accessories	15 years
	Light general purpose trucks, autos, and accessories	7 years
	Heavy general purpose trucks	10 Years
	Ambulances and medical vehicles	7 years
	Other mobile equipment	5-15 years
	Chippers	5 years
	CCTV	7 years
RECREATION	Bleachers, benches, scoreboards	7 years
EQUIPMENT	Specific sports equipment	3 years
	Park equipment (swings, slides)	7 years

Ball field lights

15 years

Ball field fencing

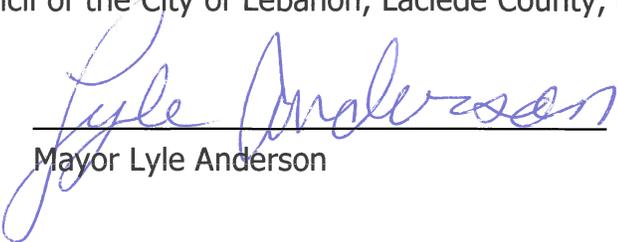
15years

SECTION 3: If any provision of this policy is declared unconstitutional, or the application thereof to any person or circumstance is held invalid, the constitutionality of the remainder of the policy and the applicability thereof to other persons and circumstances shall not be affected

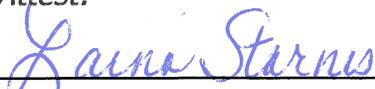
SECTION 4: That this Ordinance shall be in full force and effect from and after the date of its passage and approval.

Passed and approved by the City Council of the City of Lebanon, Laclede County, Missouri, on this 28th day of January, 2013.

(Seal)

  
\_\_\_\_\_  
Mayor Lyle Anderson

Attest:

  
\_\_\_\_\_  
City Clerk Laina Starnes

1<sup>st</sup> Reading: January 14, 2013

2<sup>nd</sup> Reading: January 28, 2013