

SUPPLEMENTAL INFORMATION

CIP REQUEST FORM INSTRUCTIONS

Directions: The bolded and italicized words below correspond with the parts that need to be completed on the CIP Request Form. Beginning with fiscal year 2015 requests, all CIPs are to be entered into budget software package.

Section 1: Background and Summary Cost Information

- *Project Title* – List the project title of the capital item.
- *Budget Unit #* -- List the budget unit's accounting I.D. #.
- *Budget Unit* – Name of Department or budget unit requesting capital project. Use the capital project budget unit if applicable.
- *Functional Area* – Name of functional area of the department. Areas include:

-General Government	-Public Safety	-Stormwater
-Public Works	-Economic Development	-Electric Systems
-Culture and Recreation	-Wastewater Resources	-Internal Services
-Water Resources	-Aviation	-Public Housing
-Golf Course	-Public Transit	-Dedicated Transportation Funds
- *Priority Ranking* – Of the CIP requests submitted by the department, list the priority rank for each CIP submission. (**NOTE:** Electric and Water departments should priority rank projects within their fund. All other departments should priority rank projects within their department.)
- *Total Requested Funds* – Total amount requested for the CIP item (including any operating budget expenses outlined in Section III) (**NOTE:** Bundle capital items together on one request form only if 1) they are for the same project and each item by itself costs over \$100,000 or 2) the group of items will be purchased together using a debt financing method. Example: New fire station and apparatus.)
- *Total Appropriations to Date:* - Enter the amount of money spent to date on the CIP project/item.
 - *Budget Year 1* – Amount of funding requested for the upcoming budget year.
 - *Year 2* – Amount of funding requested for the 2nd year of the CIP.
 - *Year 3* – Amount of funding requested for the 3rd year of the CIP.
 - *Year 4* – Amount of funding requested for the 4th year of the CIP.
 - *Year 5* – Amount of funding requested for the 5th year of the CIP.
- *Type of Project* –Click on the appropriate box to denote if the CIP item is “New,” an “Expansion” or “Renovation” of an existing capital item, or for “Replacement” of an existing capital item. If the project requires land acquisition or right-of-way, please click on the “Land/ROW Acq. Required” box.

Section 2: Discussion on the CIP Request

**Please write all statements in complete sentences and proofread your entries.

Description of Capital Item – Concisely describe the capital item and the extent or scale of the item. This would include a description of:

- what is the capital item and its capabilities or characteristics, and
- the purpose of the capital item
- how large is the item or how much space does the item require – if the request involves the major renovations or expansions or construction of buildings

Justification; and Linkage to Council Goals, Envision Cabarrus, other Master Plans, or Dept. Goals & Objectives –

Briefly state:

- the capital item's demonstrated need (If the demonstrated need is in the form of a legal mandate, state the timeline the mandate must be implemented.). In justifying the item, use of research studies/reports, statistics, and/or performance measurement and benchmarking information is preferred, and
- if the project is linked to any planning documents or statements.

History and Current Status; Impact if Cancelled or Delayed – Briefly state:

- background when the CIP request first appeared on the approved CIP (refer to CIP projects listed in the City's official budget document)
- if there have been any changes to costs or scope of the project since the first submission of the CIP request

- if the CIP request relates to any other CIP project,
- the current status of the project (for CIP projects that have been approved only in stages, not in entirety). What stages of the project have been completed? What stages remain? And,
- the impact if the capital item were cancelled or delayed.

Section 3: Project Costs

- In the corresponding fiscal year, type the estimated costs associated with the type of expenditure activity.
- If the capital item is planned to be started within the 5-year CIP window, but the total costs and project completion will not be carried out within the 5-years, type the remaining costs required to complete the item in the "Future \$\$" column. For example: if a \$100,000 project is planned to begin in year 5 and \$25,000 is spent in year 5, the remaining costs should be entered as \$75,000 in the "Future \$\$" column.

Section 4: New or Additional Impact on Operating Budget

- In the corresponding fiscal year, type any new or additional operating budget costs that would be incurred with the capital request. Items that should be included are new employees needed to operate new equipment, new professional or consulting services needed to operate the capital item, additional materials and supplies needed to operate the capital item, and maintenance and fuel for the capital item.
- Each future year cost should be calculated with a 3.5% inflation factor.

The system will automatically calculate cost totals for this section.

Section 5: Methods of Financing

- Select the Funding Source for the capital project (refer to the CIP policy for available funding options and consult the Finance Department if necessary) and the amount of revenue needed in the corresponding fiscal year.
- If the capital item is not planned to be completed within the 5-year CIP, type the remaining revenue – in the "Future \$\$" column – required to complete the capital item.
- **NOTE:** Revenues should equal expenditures for each fiscal year and for the entire capital item as a whole.
- **NOTE:** If a CIP request also incurs operating expenses, be sure to identify the non-debt method (refer to CIP policy) that will cover the operating expenses.

Section 6: Maps / Charts / Pictures

- Upload any available items that aid in describing the capital item and/or its location within the city. Charts may also be used to better convey the demonstrated need.

Section 7: Comments for Other Depts.

- This section has been added for you to add any comments you may have for other departments related to this project. Use it to alert other departments where their work may be needed for project completion.
- Place any notes for Legal here, including the type of estate (Fee Simple, Easement, etc) and a description of property needs (acreage, location, etc).

Please use the following format when creating each CIP request:

CIP Number: CIP-[budget unit]-[priority #]

Title: Description of the Project

All CIPs are to be added to the budget system before the budget unit(s)'s scheduled budget review meeting.

Section 1	Project Title					Budget Unit #		
Budget Unit	Functional Area				Priority Rank			
Total Project Cost	Total Appropriations to date	Budget Year 1 FY2014-15	Unappropriated Subsequent Years				Total Requested Funds	Type of Project <input type="checkbox"/> New <input type="checkbox"/> Expansion <input type="checkbox"/> Replacement <input type="checkbox"/> Renovation <input type="checkbox"/> Land/ROW Acq. Required
			Year 2 FY2015-16	Year 3 FY2016-17	Year 4 FY2017-18	Year 5 FY2018-19		

Section 2 Description of Capital Item

Justification; and Linkage to Council Goals, Master Plans, or Dept. Goals & Objectives

History and Current Status; Impact if Cancelled or Delayed

Section 3 Project Costs

Activity	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future\$\$	Total
Prelim Design/ Plans							
Engineering / Arch Serv							
Land/ ROW/ Acquisition							
Clear/ Grade/ Site Prep							
Building/ Utility Construction							
Heavy Equip/ Apparatus							
Light Equip/ Furniture							
Hardware/Software							
Total Capital Cost Est.	-	-	-	-	-	-	-
Total Oper. Impact Est.	-	-	-	-	-	-	-
Total Expenditure Est.	-	-	-	-	-	-	-

Section 4 New or Additional Impact on Operating Budget

Type of Expenditure	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future\$\$	Total
Total	-	-	-	-	-	-	-

Section 5 Method(s) of Financing

Funding Sources(s)	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future\$\$	Total
Total Program Financing	-	-	-	-	-	-	-

Section 6 Maps / Charts / Tables / Pictures **Section 7** Comments for Other Depts.

City of Concord, North Carolina
Fiscal Year 2014-15 through 2018-19 Capital Improvement Plan

Section 1	Project Title: Midland Main Street Sewer					Budget Unit #:	n/a		
Budget Unit:	n/a		Functional Area:		Sewer - Town of Midland		Priority Rank:	1	
Total Project Cost	Total Appropriations to date	Budget Year 1 FY2014-15	Unappropriated Subsequent Years				Total Requested Funds	Type of Project:	
			Year 2 FY2015-16	Year 3 FY2017-18	Year 4 FY2017-18	Year 5 FY2087-19		<input checked="" type="checkbox"/> New	<input checked="" type="checkbox"/> Expansion
400,000	-	400,000	-	-	-	-	400,000	<input type="checkbox"/> Replacement <input type="checkbox"/> Renovation	
Section 2	Description of Capital Item								
A new sewer line served by the line on US 601 down Main Street (not yet built). A significant hook up will be the future Midland Town Hall approximately 550-600 ft. down Main Street from US 601. The cost is projected between \$375,00-\$400,000 (note: Midland Town Hall will require approximately 1,369gpd).									
Justification; and Linkage to Council Goals, Master Plans, or Dept. Goals & Objectives									
Construction of a Main Street sewer was in the Midland Council's Goals and Objective for 2012. The Main Street District with a civic use (i.e. Town Hall) concept is portrayed in Midland's Town Plan 2030 - Comprehensive Land Use and Master Plan (passed in 2011).									
History and Current Status; Impact if Cancelled or Delayed									
Midland staff is currently in the final engineering phase of the project and is aiming to bid construction during Summer/ early Summer 2014.									
Section 3	Project Costs								
Activity	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total		
Grant Administration							-		
Engineering / Arch. Serv.							-		
Land / ROW / Acquisition							-		
Closing Fee (if applicable)							-		
Building / Utility Constr.	400,000						400,000		
Sewer Capacity Fees							-		
Construction Admin/Obser.							-		
Contingency							-		
Total Capital Cost Est.	400,000	-	-	-	-	-	400,000		
Total Oper. Impact Est.	-	-	-	-	-	-	-		
Total Expenditure Est.	400,000	-	-	-	-	-	400,000		
Section 4	New or Additional Impact on Operating Budget								
Type of Expenditure	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total		
Salaries / Benefits							-		
Prof. & Consult. Services							-		
Materials & Supplies							-		
Maintenance / Fuel							-		
Other							-		
Total	-	-	-	-	-	-	-		
Section 5	Method(s) of Financing								
Funding Source(s)	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total		
Midland Local Funds	400,000						400,000		
							-		
Total Program Financing	400,000	-	-	-	-	-	400,000		
Section 6	Maps / Charts / Tables / Pictures					Section 7	Comments for Other Depts.		
									

**City of Concord, North Carolina
Fiscal Year 2014-15 through 2018-19 Capital Improvement Plan**

Section 1		Project Title: Cabarrus Acres: Phase 1					Budget Unit #:	n/a		
Budget Unit:		n/a			Functional Area:		Sewer - Town of Midland		Priority Rank:	2
Total Project Cost	Total Appropriations to date	Budget Year 1 FY2014-15	Unappropriated Subsequent Years				Total Requested Funds	Type of Project:		
			Year 2 FY2015-16	Year 3 FY2017-18	Year 4 FY2017-18	Year 5 FY2087-19		<input checked="" type="checkbox"/> New	<input checked="" type="checkbox"/> Expansion	<input type="checkbox"/> Replacement
878,553	100,000	778,553	-	-	-	-	778,553	<input checked="" type="checkbox"/> Land/ROW Acq. Required		
Section 2		Description of Capital Item								
A wastewater collection system project described as 6,900 linear feet of 8-inch gravity sewer lines, a submersible sewer pump station, and 1,300 linear feet of 4-inch force main to prove municipal sewer service to 50 residential homes in Cabarrus Acres that will eliminate failing septic systems and straight piping.										
Justification; and Linkage to Council Goals, Master Plans, or Dept. Goals & Objectives										
To eliminate failing septic systems and straight piping. The Midland Town Council has had sewer projects to failing septic areas on their goals and objectives since starting the goals and objectives process in 2008. This project is also displayed on Midland's Master Sewer Plan as created by McGill Associates engineering firm.										
History and Current Status; Impact if Cancelled or Delayed										
Midland was awarded funding via the North Carolina Clean Water State Revolving Fund Loan Program. Midland's Council accepted the 1.2 million dollars via resolution at the February 12, 2013 regular monthly meeting. The project has been awarded to Probst Construction Co. (which was approved by the State of North Carolina). As of April 2014, acquisitions were in their final phases so construction could begin in Spring 2014.										
Section 3		Project Costs								
Activity	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total			
Grant Administration							-			
Engineering / Arch. Serv.	36,700						36,700			
Land / ROW / Acquisition	45,000						45,000			
Closing Fee (if applicable)	17,227						17,227			
Building / Utility Constr.	647,263						647,263			
Sewer Capacity Fees							-			
Construction Admin/Obser.							-			
Contingency	32,363						32,363			
Total Capital Cost Est.	778,553	-	-	-	-	-	778,553			
Total Oper. Impact Est.	-	-	-	-	-	-	-			
Total Expenditure Est.	778,553	-	-	-	-	-	778,553			
Section 4		New or Additional Impact on Operating Budget								
Type of Expenditure	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total			
Salaries / Benefits							-			
Prof. & Consult. Services							-			
Materials & Supplies							-			
Maintenance / Fuel							-			
Other							-			
Total	-	-	-	-	-	-	-			
Section 5		Method(s) of Financing								
Funding Source(s)	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total			
Midland Local Funds	741,853						741,853			
NC Clean Water SRF Loan	36,700						36,700			
Total Program Financing	778,553	-	-	-	-	-	778,553			
Section 6		Maps / Charts / Tables / Pictures					Section 7			
See project map. Note: The map is NOT final and is subject to change during the preconstruction phase.										
							Comments for Other Depts.			

City of Concord, North Carolina
Fiscal Year 2014-15 through 2018-19 Capital Improvement Plan

Section 1		Project Title: Historic Old Midland Phase 1					Budget Unit #: n/a		
Budget Unit: n/a		Functional Area: Sewer - Town of Midland			Priority Rank: 3				
Total Project Cost	Total Appropriations to date	Budget Year 1 FY2014-15	Unappropriated Subsequent Years				Total Requested Funds	Type of Project: <input checked="" type="checkbox"/> New <input checked="" type="checkbox"/> Expansion <input type="checkbox"/> Replacement <input type="checkbox"/> Renovation <input checked="" type="checkbox"/> Land/ROW Acq. Required	
			Year 2 FY2015-16	Year 3 FY2017-18	Year 4 FY2017-18	Year 5 FY2087-19			
923,900	89,100	834,800	-	-	-	-	834,800		
Section 2									
Description of Capital Item									
The project will include construction of approximately 5,100 linear feet of 8-inch diameter PVC and ductile iron gravity sewer lines. A total of 31 residents will be provided with sewer. At 360 gallons per day per residence (3 bedrooms at 120 gpd/bedroom), the design flow for this project will be 11,160 gallons per day.									
Justification; and Linkage to Council Goals, Master Plans, or Dept. Goals & Objectives									
To eliminate failing septic systems and straight piping. The Midland Town Council has had sewer projects to failing septic areas on their goals and objectives since starting the goals and objectives process in 2008. This project is also displayed on Midland's Master Sewer Plan as created by McGill Associates engineering firm.									
History and Current Status; Impact if Cancelled or Delayed									
Midland was awarded funding via the Community Development Block Grant (CDBG) from the State of North Carolina for \$750,000 for the project. Since the project total project cost will be \$923,900, the Town of Midland will provide a local match of \$173,900.									
Section 3									
Project Costs									
Activity	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total		
Grant Administration	65,000						65,000		
Engineering / Arch. Serv.							-		
Land / ROW / Acquisition							-		
Closing Fee (if applicable)							-		
Building / Utility Constr.	636,700						636,700		
Sewer Capacity Fees	24,800						24,800		
Construction Admin/Obser.	44,600						44,600		
Contingency	63,700								
Total Capital Cost Est.	834,800	-	-	-	-	-	834,800		
Total Oper. Impact Est.	-	-	-	-	-	-	-		
Total Expenditure Est.	834,800	-	-	-	-	-	834,800		
Section 4									
New or Additional Impact on Operating Budget									
Type of Expenditure	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total		
Salaries / Benefits							-		
Prof. & Consult. Services							-		
Materials & Supplies							-		
Maintenance / Fuel							-		
Other							-		
Total	-	-	-	-	-	-	-		
Section 5									
Method(s) of Financing									
Funding Source(s)	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total		
CDBG	750,000						750,000		
Midland Local match	173,900						173,900		
Total Program Financing	923,900	-	-	-	-	-	923,900		
Section 6		Maps / Charts / Tables / Pictures					Section 7		Comments for Other Depts.
See project map. Note: The map is NOT final and is subject to change during the preconstruction phase.									

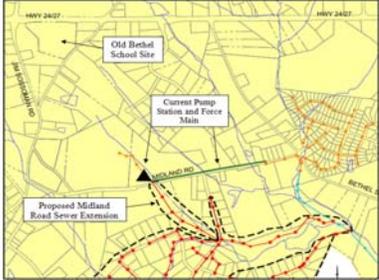
**City of Concord, North Carolina
Fiscal Year 2014-15 through 2018-19 Capital Improvement Plan**

Section 1	Project Title: Cabarrus Acres: Phase 2					Budget Unit #:	n/a		
Budget Unit:	n/a		Functional Area:		Sewer - Town of Midland		Priority Rank:	4	
Total Project Cost	Total Appropriations to date	Budget Year 1 FY2014-15	Unappropriated Subsequent Years				Total Requested Funds	Type of Project:	
			Year 2 FY2015-16	Year 3 FY2017-18	Year 4 FY2017-18	Year 5 FY2087-19		<input checked="" type="checkbox"/> New <input checked="" type="checkbox"/> Expansion <input type="checkbox"/> Replacement <input type="checkbox"/> Renovation <input checked="" type="checkbox"/> Land/ROW Acq. Required	
2,205,000	-	-	2,205,000	-	-	-	2,205,000		
Section 2	Description of Capital Item								
<p>A wastewater collection system project described as 13,700 linear feet of gravity sewers with sewer services connections and associated manholes that will connect 65 residents in Cabarrus Acres subdivision in Midland.</p>									
Justification; and Linkage to Council Goals, Master Plans, or Dept. Goals & Objectives									
<p>To eliminate failing septic systems and straight piping. The Midland Town Council has had sewer projects to failing septic areas on their goals and objectives since starting the goals and objectives process in 2008. This project is also displayed on Midland's Master Sewer Plan as created by McGill Associates engineering firm.</p>									
History and Current Status; Impact if Cancelled or Delayed									
<p>Midland has applied for North Carolina Clean Water State Revolving Fund Loans. Midland applied for North Carolina State Revolving Fund (NC SRF) Loans in 2013. Midland received notice in early April 2014 from the NC LGC that its SRF loan request for \$2.21 million was approved and further documentation would follow.</p>									
Section 3	Project Costs								
Activity	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total		
Grant Administration		23,000					23,000		
Engineering / Arch. Serv.		130,000					130,000		
Land / ROW / Acquisition		100,000					100,000		
Closing Fee (if applicable)							-		
Building / Utility Constr.		1,672,000					1,672,000		
Sewer Capacity Fees							-		
Construction Admin/Obser.		113,000					113,000		
Contingency		167,000					167,000		
Total Capital Cost Est.	-	2,205,000	-	-	-	-	2,205,000		
Total Oper. Impact Est.	-	-	-	-	-	-	-		
Total Expenditure Est.	-	2,205,000	-	-	-	-	2,205,000		
Section 4	New or Additional Impact on Operating Budget								
Type of Expenditure	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total		
Salaries / Benefits							-		
Prof. & Consult. Services							-		
Materials & Supplies							-		
Maintenance / Fuel							-		
Other							-		
Total	-	-	-	-	-	-	-		
Section 5	Method(s) of Financing								
Funding Source(s)	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total		
Midland Local Funds		266,000					266,000		
NC Clean Water SRF Loan		1,939,000					1,939,000		
Total Program Financing	-	2,205,000	-	-	-	-	2,205,000		
Section 6	Maps / Charts / Tables / Pictures					Section 7	Comments for Other Depts.		
<p>See project map. Note: The map is NOT final and is subject to change during the preconstruction phase.</p>									

City of Concord, North Carolina
Fiscal Year 2014-15 through 2018-19 Capital Improvement Plan

Section 1		Project Title: Historic Old Midland: Phase 2					Budget Unit #: n/a	
Budget Unit: n/a		Functional Area: Sewer - Town of Midland			Priority Rank: 5			
Total Project Cost	Total Appropriations to date	Budget Year 1 FY2014-15	Unappropriated Subsequent Years				Total Requested Funds	Type of Project: <input checked="" type="checkbox"/> New <input checked="" type="checkbox"/> Expansion <input type="checkbox"/> Replacement <input type="checkbox"/> Renovation <input checked="" type="checkbox"/> Land/ROW Acq. Required
			Year 2 FY2015-16	Year 3 FY2017-18	Year 4 FY2017-18	Year 5 FY2087-19		
1,263,300	-	-	1,263,300	-	-	-	1,263,300	
Section 2								
Description of Capital Item								
The project will include the remainder of residents on Alpine, Barberry, and Broadway north of the Railroad tracks in Historic Old Midland.								
Justification; and Linkage to Council Goals, Master Plans, or Dept. Goals & Objectives								
To eliminate failing septic systems and straight piping. The Midland Town Council has had sewer projects to address failing septic areas in their goals and objectives since starting the goals and objectives process in 2008. This project is also displayed on Midland's Master Sewer Plan as created by McGill Associates engineering firm.								
History and Current Status; Impact if Cancelled or Delayed								
Midland plans to apply for the 2013 Community Development Block Grant (CDBG) 2013 cycle. Midland has contracted with McGill Associates to do the preliminary engineering report (PER). No capital project ordinance for the project has been passed.								
Section 3								
Project Costs								
Activity	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total	
Grant Administration		90,000					90,000	
Engineering / Arch. Serv.		76,800					76,800	
Land / ROW / Acquisition		56,000					56,000	
Closing Fee (if applicable)							-	
Building / Utility Constr.		885,200					885,200	
Sewer Capacity Fees							-	
Construction Admin/Obser.		69,500					69,500	
Contingency		85,800					85,800	
Total Capital Cost Est.	-	1,263,300	-	-	-	-	1,263,300	
Total Oper. Impact Est.	-	-	-	-	-	-	-	
Total Expenditure Est.	-	1,263,300	-	-	-	-	1,263,300	
Section 4								
New or Additional Impact on Operating Budget								
Type of Expenditure	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total	
Salaries / Benefits							-	
Prof. & Consult. Services							-	
Materials & Supplies							-	
Maintenance / Fuel							-	
Other							-	
Total	-	-	-	-	-	-	-	
Section 5								
Method(s) of Financing								
Funding Source(s)	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total	
Midland Local Funds		129,200					129,200	
CDBG (pending)		1,134,100					1,134,100	
							-	
Total Program Financing	-	1,263,300	-	-	-	-	1,263,300	
Section 6								
Maps / Charts / Tables / Pictures								
See project map. Note: The map is NOT final and is subject to change during the preconstruction phase.							Section 7	
							Comments for Other Depts.	

City of Concord, North Carolina
Fiscal Year 2014-15 through 2018-19 Capital Improvement Plan

Section 1		Project Title: Midland Road Sewer Line Extension					Budget Unit #:	n/a		
Budget Unit:		n/a		Functional Area:		Sewer - Town of Midland		Priority Rank:	6	
Total Project Cost	Total Appropriations to date	Budget Year 1 FY2014-15	Unappropriated Subsequent Years				Total Requested Funds	Type of Project:		
			Year 2 FY2015-16	Year 3 FY2017-18	Year 4 FY2017-18	Year 5 FY2087-19		<input checked="" type="checkbox"/> New	<input checked="" type="checkbox"/> Expansion	<input type="checkbox"/> Replacement
215,000	5,000	20,000	190,000	-	-	-	210,000	<input checked="" type="checkbox"/> Land/ROW Acq. Required		
Section 2		Description of Capital Item								
The project generally consists of the construction of approximately 1,900 linear feet of gravity sewer line with manholes, and related appurtenances along an unnamed tributary from Midland Road to Peppercon Drive.										
Justification; and Linkage to Council Goals, Master Plans, or Dept. Goals & Objectives										
Excerpt from August 2013 letter to City of Concord: "Cabarrus Acres Phase 2 offers the possibility to eliminate another pump station owned and operated by the City of Concord. This involves extending a gravity sewer line up to and across Midland Road to Bethel Elementary School, which is currently served by a pump station. The cost savings through WSACC's participation in CAMCI 1 during Phase 1 of Cabarrus Acres, could be applied to the Midland Road gravity sewer extension for Phase 2 of the Cabarrus Acres project, eliminating the burden of the existing Midland Road pump station." Additional Notes: 1. Bidding this project along side of Cabarrus Acres Ph. 2 presents the possibility for cost savings on the project. 2. The City of Concord has indicated it is willing to make a \$10,000 contribution to the project due to upkeep and maintenance cost savings realized through the pump station elimination. Concord will also handle the pump station's disassembling.										
History and Current Status; Impact if Cancelled or Delayed										
During the Concord-Midland Interlocal agreement negotiations, a goal identified by both parties was (when possible) the exclusion and elimination of pump stations to positively impact the Midland Sewer System for the present and future.										
Section 3		Project Costs								
Activity		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total		
Grant Administration								-		
Engineering / Arch. Serv.		20,000						20,000		
Land / ROW / Acquisition								-		
Closing Fee (if applicable)								-		
Building / Utility Constr.								-		
Sewer Capacity Fees								-		
Construction Admin/Obser.								-		
Contingency								-		
Total Capital Cost Est.		20,000	190,000	-	-	-	-	210,000		
Total Oper. Impact Est.		-	-	-	-	-	-	-		
Total Expenditure Est.		20,000	190,000	-	-	-	-	210,000		
Section 4		New or Additional Impact on Operating Budget								
Type of Expenditure		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total		
Salaries / Benefits								-		
Prof. & Consult. Services								-		
Materials & Supplies								-		
Maintenance / Fuel								-		
Other								-		
Total		-	-	-	-	-	-	-		
Section 5		Method(s) of Financing								
Funding Source(s)		FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total		
Midland Local Funds		20,000	180,000					200,000		
City of Concord, NC			10,000					10,000		
Total Program Financing		20,000	190,000	-	-	-	-	210,000		
Section 6		Maps / Charts / Tables / Pictures					Section 7			
See project map. Note: The map is NOT final and is subject to change during the preconstruction phase.							Comments for Other Depts.			

City of Concord, North Carolina
Fiscal Year 2014-15 through 2018-19 Capital Improvement Plan

Section 1		Project Title: Cabarrus Station Sewer					Budget Unit #:	n/a		
Budget Unit:		n/a		Functional Area:		Sewer - Town of Midland		Priority Rank:	7	
Total Project Cost	Total Appropriations to date	Budget Year 1 FY2014-15	Unappropriated Subsequent Years				Total Requested Funds	Type of Project:		
			Year 2 FY2015-16	Year 3 FY2017-18	Year 4 FY2017-18	Year 5 FY2087-19		<input checked="" type="checkbox"/> New	<input checked="" type="checkbox"/> Expansion	<input type="checkbox"/> Replacement
1,900,000	-	-	1,900,000	-	-	-	1,900,000	<input checked="" type="checkbox"/> Land/ROW Acq. Required		
Section 2		Description of Capital Item								
<p>The Cabarrus Station project includes serving approximately 35 homes. Because the project is still in initial planning phases, line size, length and other specifics are still being determined by Midland's planning and engineering team.</p>										
Justification; and Linkage to Council Goals, Master Plans, or Dept. Goals & Objectives										
<p>To eliminate failing septic systems and straight piping. The Midland Town Council has had sewer projects to failing septic areas on their goals and objectives since starting the goals and objectives process in 2008. This project is also displayed on Midland's Master Sewer Plan as created by McGill Associates engineering firm.</p>										
History and Current Status; Impact if Cancelled or Delayed										
<p>The Cabarrus Station area is an (similar to the Cabarrus Acres and Historic Old Midland Sewer Projects) that has potential to receive grant funding for sewer for failing septic systems and LMI (Low and Moderate Income) qualifications. Qualifications for both of these categories will be reviewed in the coming months. The potential for private funding and expansion in the area also exists due to the demand for sewer.</p>										
Section 3		Project Costs								
Activity	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total			
Grant Administration		TBD					-			
Engineering / Arch. Serv.							-			
Land / ROW / Acquisition							-			
Closing Fee (if applicable)							-			
Building / Utility Constr.							-			
Sewer Capacity Fees							-			
Construction Admin/Obser.							-			
Contingency							-			
Total Capital Cost Est.	-	1,900,000	-	-	-	-	1,900,000			
Total Oper. Impact Est.	-	-	-	-	-	-	-			
Total Expenditure Est.	-	1,900,000	-	-	-	-	1,900,000			
Section 4		New or Additional Impact on Operating Budget								
Type of Expenditure	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total			
Salaries / Benefits							-			
Prof. & Consult. Services							-			
Materials & Supplies							-			
Maintenance / Fuel							-			
Other							-			
Total	-	-	-	-	-	-	-			
Section 5		Method(s) of Financing								
Funding Source(s)	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	Future \$\$	Total			
CDBG		TBD					-			
Town of Midland, NC							-			
Private Funding							-			
Total Program Financing	-	-	-	-	-	-	-			
Section 6		Maps / Charts / Tables / Pictures				Section 7				Comments for Other Depts.
<p>See project map. Note: The map is NOT final and is subject to change during the preconstruction phase.</p>										

GLOSSARY OF CAPITAL IMPROVEMENT PLAN TERMS & COMMON ACRONYMS

Appropriation: Expenditure authority created by the City Council.

Bond: A written promise to pay a specific amount of money with interest within a specific time period, usually long-term.

Budget Unit: An organizational budget / operating division within each City department (e.g. Tree Trimming is a budget unit within the Electric Systems department.).

Capital Expenditure: Irregularly occurring expense that results in the acquisition of a fixed asset and has a useful life greater than one (1) year.

Capital Improvement Program/Plan (CIP): A multi-year plan (5 years for the City) for the construction or acquisition of major capital items (over \$100,000). The plan usually outlines spending needs, the financing source or sources expected, and the impact of the CIP on future annual operating budgets.

Capital Outlay: An expenditure expected to have a useful life greater than one year or a total value of \$5,000 or more resulting in the acquisition of or addition to a fixed asset. Examples of capital outlay expenditures include vehicles, mowing equipment, and buildings. The portion of the budget pertaining to the purchase of capital outlay items.

Capital Project: A capital improvement that usually requires a major initial investment, and a significant and continuing financial commitment in the form of operating costs.

Capital Project Ordinance: The official enactment by the City Council to establish legal authority for City officials to obligate and expend resources for capital.

Certificates of Participation (COPS): A security created as a part of a lease-purchase agreement. The lender, the holder of the certificate, owns a right to participate in periodic lease payments (interest and return of principal) as they are paid.

Community Development Block Grant (CDBG): An entitlement grant from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate income persons of the City in targeted neighborhoods.

This fund is required by federal regulations to account for the use of these funds.

Enterprise Fund: A fund that accounts for governmental activities supported wholly or partially with user fees or charges and operated using business principles.

Expenditures: The measurement focus of governmental fund accounting identifying financial resources expended during a period for operations, capital outlay, and long-term debt principal retirement and interest. With the exception of long-term debt principal retirement expenditures, expenditures reflect the cost incurred to acquire goods and services.

Expenses: The measurement focus of proprietary fund accounting identifying costs expired during a period, including depreciation and other allocations as in business accounting. Expenses reflect the cost of goods or services used.

Fiscal Year: A 12-month period of time, from July 1 through June 30, to which the annual budget applies.

Fixed Asset: An asset of long-term character. For budgetary purposes, a fixed asset is defined as an item costing \$5,000 or more with an expected life of more than one year.

Functional Area: A group of related programs crossing organizational (departmental) boundaries and aimed at accomplishing a similar broad goal or major service. Examples of functions within the City of Concord include Public Safety, Cultural and Recreational, and General Government.

Fund: A fiscal and accounting entity that has a self-balancing set of accounts recording cash and other financial resources, as well as related liabilities and residual equity. These are segregated to carry on specific activities or objectives in accordance with special regulations, restrictions or limitations as established by State and Federal governments.

Funding Sources: Identifies fund(s) that will provide money for project expenditures.

Goal: A broad policy statement outlining the general direction or intent of an organizational unit's major

activities within a medium-range time period, usually 3-5 years.

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards and guidelines for financial accounting and reporting. GAAP encompasses the conventions, rules, and procedures necessary to define accepted accounting practices.

General Obligation Bonds (GO Bonds): Bonds issued by a government that are backed by the full faith and credit of its taxing authority.

General Fund: A governmental fund used to account for all financial resources of the City, except those required to be accounted for in another fund. Revenues to support the General Fund are derived from sources such as property tax, sales tax, franchise fees and service fees.

Governmental Funds: Funds used to separate, control, and track financial resources of general government operations. The four governmental fund types include: 1) General Fund, 2) Special Revenue Funds, 3) Capital Projects Funds, and 4) Debt Service Funds.

Grant: A contribution by a government or other organization to support a particular function.

Intergovernmental Revenues: Revenues from other governments (State, Federal or local) that can be in the form of grants, shared revenues, or entitlements.

Internal Service Fund: This fund is used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the governmental unit, on a cost-reimbursement, or cost allocation, basis.

Operations: The portion of the budget pertaining to the daily operations that provides basic governmental services. The operating portion of the budget contains appropriations for such expenditures as supplies, utilities, materials, and travel.

Ordinance: A formal legislative enactment by the City Council that has the full force and effect of law within the boundaries of local, State, and Federal law.

Pay-As-You-Go (or Pay-Go): Financial policy of a government unit that finances capital outlays from current revenues rather than through borrowing.

Policy: A direction that must be followed to advance toward a goal. The direction can be a course of action or a guiding principle.

Powell Bill Funds: Funding from state-shared gasoline taxes that are restricted for use on maintenance of local streets and roads.

Program: A well-defined portion of the operating plan for which a distinct set of goals and outcomes may be developed.

Retained Earnings: Amounts shown as retained earnings represent accumulated earnings of proprietary funds after all budgeted business expenses have been made.

Revenue: Funds the City receives as income. It includes tax payments, fees for services, grants, fines, forfeitures and interest income.

Revenue Bonds: Bonds issued by a government that are backed by a specific revenue source – such as special assessments, water/sewer fees, and electric fees.

Special Revenue Fund: A fund used to account for the revenues from specific sources that are to be used for legally specified expenditures.

**COMMON BUDGET & PERFORMANCE
MEASUREMENT ACRONYMS**

CDBG = Community Development Block Grant

CIP = Capital Improvement Plan

COPS = Certificates of Participation

FTE = Full-time Equivalent

FY = Fiscal Year

GAAP = Generally Accepted Accounting Principles

GASB = Governmental Accounting Standards Board

GFOA = Government Finance Officers Association

GO Bonds = General Obligation Bonds

MPO = Metropolitan Planning Organization

NCGS = North Carolina General Statute

PIP = Pedestrian Improvement Plan

PM = Performance Measurement

ROW = Right-of-Way

UDO = Unified Development Ordinance

WSACC = Water & Sewer Authority of Cabarrus County