

Property and Building Fund

Fund 51 • Capital Projects Fund Type

Fund Description

The Property and Building Fund, a *capital projects fund*, is funded by transfers from the General Fund and any revenue from surplus real property sales, rental revenue, and interest earnings. The purpose of this fund is to accumulate resources dedicated for fire station site acquisition and construction costs for new or existing facilities and major facility maintenance projects. This fund is utilized for items not planned to be part of the capital bond program, as well as providing a resource between bond financings. The District intends to maintain sufficient reserves to allow construction of a fire station and purchase station land, as well as provide reserves for future major roof repairs and other sizeable building maintenance projects as scheduled in the District's ten-year facility maintenance schedule.

Budget Summary

Expenditures	2011-12 Actual	2012-13 Actual	2013-14 Budget	2014-15 Budget
Capital Outlay	\$ 437,955		\$ 225,200	\$ 707,630
Contingency			2,399,800	2,250,000
Ending Fund Balance	6,796,573	\$ 8,260,339	5,727,062	7,323,364
Total Expenditures	\$ 7,234,528	\$ 8,260,339	\$ 8,352,062	\$ 10,280,994

2014-15 Project Descriptions

Project	Cost	Description and Operating Budget Impact	Budget
Driveway and parking paving. Land improvements.	\$ 334,000	Training Center. No significant operating budget impact. Station 62. No significant operating budget impact. CBOC. No significant operating budget impact. North Operating Center. No significant operating budget impact.	\$ 58,000 50,000 61,000 165,000
Training Props	\$ 223,610	Training Center – Live fire props. No significant operating budget impact. Training Center – Shower/locker room addition. Utility costs are estimated at \$3,600 per year in additional costs.	34,610 189,000
Building and Improvements	\$ 150,020	Station 57 – Station roof replacement and new siding. No significant operating budget impact. Station 59 – Water system booster pump addition and deck replacement. No significant operating budget impact. Station 33 – Addition of access control system. Access control and fire alarm annual monitoring will be \$3,180. Station 50 – Addition of access control system. Access control and fire alarm annual monitoring will be \$5,280. Station 61 – Addition of access control system. Access control and fire alarm annual monitoring will be \$3,600. Station 67 – Addition of access control system. Access control and fire alarm annual monitoring will be \$3,564. Station 62 – Kitchen cabinet and counter replacement. No significant operating budget impact. South Shop Building – Roof replacement.	36,500 12,520 7,000 7,000 7,000 7,000 18,000 55,000

Property and Building Fund, continued

<i>Historical Data</i>			<i>Budget for Next Year 2014-15</i>		
Actual Second Preceding Year 2011-12	Actual First Preceding Year 2012-13	Revised Budget This Year 2013-14	Resources	Proposed by Budget Officer	Approved by Budget Committee
\$ 6,202,039 32,489 1,000,000	\$ 6,796,573 41,882 500,000 921,885	\$ 7,339,585 12,477 1,000,000	Beginning Fund Balance - Working Capital Earnings from Temporary Investments Transfers from Other Funds Surplus Property	\$ 9,081,664 45,408 1,153,922	\$ 9,081,664 45,408 1,153,922
\$ 7,234,528	\$ 8,260,339	\$ 8,352,062	Total Resources	\$ 10,280,994	\$ 10,280,994
Requirements					
Capital Outlay					
\$ 59,000 49,754 7,027 45,123	\$ 225,200		Training Center Station 33 Station 51 Station 52 Station 57 Station 58 Station 59 Station 60 Station 61	\$281,610 7,000 36,500 12,520 7,000 68,000 7,000 165,000 61,000 55,000	\$281,610 7,000 36,500 12,520 7,000 68,000 7,000 165,000 61,000 55,000
575			Station 62 Station 67 Station 69	7,000	7,000
47,966			North Operating Center Central Operating Center	7,000	7,000
57,179 97,085 59,826	\$ 225,200		Supply Fleet	7,000	7,000
14,421			Total Capital Outlay	707,630	707,630
437,955	450,400		Contingency Reserved for Future Expenditures	2,250,000 7,323,364	2,250,000 7,323,364
6,796,573	8,260,339	2,399,800 5,727,062	Total Requirements	\$ 10,280,994	\$ 10,280,994
\$ 7,234,528	\$ 8,260,339	\$ 8,577,262			

Capital Projects Fund

Fund 52 • Capital Projects Fund Type

Fund Description

This fund is utilized to account for the proceeds of general obligation bonds. The District received voter approval at the November 2006 election to issue a series of general obligation bonds up to \$77,500,000 in the next several years to fund phased land purchases, station construction and seismic remodeling projects, and other items. The District has issued the bonds in phases to meet construction and apparatus purchase needs. The final \$5,000,000 of bond authority is expected to fund projects after 2015-16.

Budget Summary

Expenditures	2011-12 Actual	2012-13 Actual	2013-14 Revised Budget	2014-15 Budget
Capital Outlay	\$ 5,902,757	\$ 6,861,943	\$ 13,044,000	\$ 8,820,700
Contingency			1,810,090	1,505,429
Ending Fund Balance	20,872,868	14,211,991		
Total Expenditures	\$ 26,775,625	\$ 21,073,933	\$ 14,854,090	\$ 10,326,129

2014-15 Project Descriptions

Project	Cost	Description and Operating Budget Impact
Station Land Purchases	\$ 1,050,000	Future fire station sites – \$1,050,000. Operating impacts will be limited to site general maintenance until station construction commences.
Building and Improvements		Station 35 – \$86,800. Replace 25-year-old overhead doors and operators, asphalt, repipe station and add fire panel monitoring. No significant operating impact. Station 51 – \$2,252,000. Remodel construction of fire station. No significant operating impact, as the number of firefighters will remain constant and the impact on utilities is estimated at less than \$10,000. Station 52 – \$1,508,000. Remodel of existing fire station for seismic improvements and station efficiency. No significant operating impact, as the number of firefighters will remain constant and the impact on utilities is estimated at less than \$10,000. Station 56 and South Operating Center – \$690,000. Final potential costs for closing out station reconstruction project. Fire station and South Operating Center building have been occupied since July 2013, with firefighters and existing staff transferred from other locations. Operating budget impact related to leased space savings of \$104,000 per year. Station 68 – \$870,000. Partial cost to complete relocation and construction of a new station. No significant operating budget impact as personnel will relocate and new station will be more energy efficient. Station 62 – \$150,000. Phase I architectural services for station improvement. Operating costs not yet determinable. Station 64 – \$150,000. Phase I architectural services for station improvement. Operating costs not yet determinable. Station 69 – \$150,000. Phase I architectural services for station improvement. Operating costs not yet determinable. Station 70 – \$800,000. Operating impact will commence in 2016-17 when construction is complete. The station will be staffed with a two person medic unit, which requires six firefighters at \$113,000 each beginning in 2015-16, and an estimated range of \$30,000 to \$45,000 in annual operating costs for station operations.
Fire Apparatus and District Vehicles	\$ 6,656,800	Medic Units – 6 @ \$185,650. Operating budget impact included in budget. Each unit, as it is deployed with six firefighters, adds \$660,000 in operating budget costs for firefighters and approximately \$15,000 to \$20,000 in materials and services. Two units are deployed in 2014-15, at Station 52 and a second at Station 58. At the completion of Station 70 construction, the third unit will be deployed as described above. The remaining units are reserve replacements and the timing of additional unit deployments tied to local Option Levy proceeds receipts.
	\$ 1,113,900	

Capital Projects Fund, continued

Status of 2013-14 Service Measures

- Complete design and permitting for Station 51 by June of 2014.

Goal(s)/Call(s) for Action: VI/1 and 5; VII/1 and 2; VIII/B and 2
Service Type(s): Increase required
Measured By: Construction documents complete and permit approved.
Status or Outcome: On schedule.

- Complete design and permitting for Station 52 by June of 2014.

Goal(s)/Call(s) for Action: VI/1 and 5; VII/1 and 2; VIII/B and 2
Service Type(s): Increase required
Measured By: Construction documents complete and permit approved.
Status or Outcome: On schedule.

- Complete construction of Station 68 by June of 2014.

Goal(s)/Call(s) for Action: VI/1 and 5; VII/1 and 2; VIII/B and 2
Service Type(s): Increase required
Measured By: Completion of new station construction.
Status or Outcome: **Construction should be substantially complete by June 30, 2014. Target move in date for the crew is August 2014.**

- Complete feasibility study and schematic design for construction of new Station 35 by June of 2014.

Goal(s)/Call(s) for Action: VI/1 and 5; VII/1 and 2; VIII/B and 2
Service Type(s): Increase required
Measured By: Schematic design complete and approved by leadership.
Status or Outcome: **Staff completed due diligence on existing site and assessment of alternate sites. Project postponed indefinitely due to cost considerations resulting from seismic issues of station area.**

Status of 2013-14 Change Strategies

- Coordinate implementation of bond-funded major capital construction projects.

Goal(s)/Call(s) for Action: VI/1, 5 and 6; VII/1 and 2; VIII/2 and 4
Budget Impact: Increase required
Duration: Year 7 of 10
Budget Description: Bond related capital construction projects and apparatus acquisition will continue through at least fiscal year 2016. The program has defined continuous improvement metrics and cost accountability within both areas of the bond capital projects and apparatus.
Partner(s): Logistics, Finance, Integrated Operations, architects, engineers, contractors
Status or Outcome: **Design and construction have continued to meet established District standards. Coordination with team and partners for design, construction, and post-occupancy is ongoing.**

Capital Projects Fund, continued

Status of 2013-14 Change Strategies

- Design for future seismic upgrades and new construction to include substantial work with a new architectural firm. Communicate District Fire Station Standards for design and construction. Integrate architectural firm with TVF&R Capital Projects team and partners (e.g., standards, specifications, quality assurance and quality control measures).

Goal(s)/Call(s) for Action:	VI/1, 5 and 6; VII/1 and 2
Budget Impact:	Resource neutral
Duration:	Year 1 of 1
Budget Description:	Hennebry Eddy Architects was successful in the selection process. The Capital Projects team will need to ensure quality control/quality assurance through this process as time is spent with a new firm establishing owner's project requirements and station standards.
Partner(s):	Logistics, Finance, architects, engineers, contractors
Status or Outcome:	Design and construction of bond-related capital construction projects have progressed on schedule with new architectural firm.

- Finalize and publish the new Fire Station Standards document.

Goal(s)/Call(s) for Action:	VI/1, 5 and 6; VII/1 and 2
Budget Impact:	Resource neutral
Duration:	Year 2 of 2
Budget Description:	Continue work on the project initiated in fiscal year 2013 to incorporate standardization and best practices. The District has established revised standards for the size and functionality of fire stations. During this year, the document will be finalized based on input from Integrated Operations, Logistics, and leadership. The Fire Station Standards will be utilized in the design and construction of fire stations as well as communication of standards and specifications to leadership, stakeholders, work groups/end users, Logistics, and consultants/contractors.
Partner(s):	Logistics, Integrated Operations
Status or Outcome:	On schedule.

Additional 2013-14 Accomplishments

- Staff completed construction of Station 56.
- \$11,143 was awarded to the District by Energy Trust of Oregon New Buildings incentive program for energy efficiency measures in design and construction for work on Station 56.
- Staff worked with Polygon Northwest and completed a Development Agreement for the Springville Road site. In consideration of the Development Agreement, Polygon Homes will complete all public street improvements and provide TVF&R with all utilities stubbed out to a flat lot in preparation for construction of the future fire station.
- Staff researched and explored options for funding through the Oregon Seismic Grant Program. During the design development phase of the Stations 51 and 52 projects, the Department of Business Oregon took over the seismic grant administration responsibility. In order to facilitate the transition, the Department of Business Oregon did not accept any grant applications. The timing of the grant administration transition meant staff was not able to submit a grant application for the Stations 51 and 52 seismic upgrade projects.
- A new fire station site was identified and the District will have completed purchase of the land and building shell, architectural design and initial construction of new Fire Station 70 in May 2014. The station is planned to begin operations in the summer of 2015.

Capital Projects Fund, continued

2014-15 Service Measures

- Station 68 - complete construction and crew move by August 2014. Complete post-occupancy support and transition to facilities by December 2014.

Goal(s)/Call(s) for Action: I; III
Service Type(s): Increase required
Measured By: Construction complete, building occupancy and transition complete.

- Complete remodel and seismic upgrade for Station 52 by February 2015.

Goal(s)/Call(s) for Action: III
Service Type(s): Increase required
Measured By: Construction completed on schedule and on budget.

- Complete remodel and seismic upgrade for Station 51 by February 2015.

Goal(s)/Call(s) for Action: III
Service Type(s): Increase required
Measured By: Construction completed on schedule and on budget.

- Complete remodel and seismic upgrade for Station 70 by May 2015.

Goal(s)/Call(s) for Action: III
Service Type(s): Increase required
Measured By: Construction completed on schedule and on budget.

2014-15 Change Strategies

- Complete concept design for single crew station. Complete purchase of two new sites by June of 2015. Complete land use evaluation for eight future locations by June of 2015.

Goal(s)/Call(s) for Action: I; III; VI/C
Service Type(s): Increase required
Measured By: Single crew station concept design complete and approved by leadership.
Land for new sites purchased. Land use analysis complete.
Budget Impact: Increase required
Duration: Year 8 of 10
Budget Description: Bond-related capital construction projects and apparatus acquisition will continue through at least fiscal year 2016. The program has defined continuous improvement metrics and cost accountability within both areas of the bond capital projects and apparatus. Complete concept design for new Single Crew Station and land use evaluation for eight future sites.
Partner(s): Logistics, Finance, Integrated Operations, architects, engineers, contractors

Capital Projects Fund, continued

<i>Historical Data</i>			<i>Budget for Next Year 2014-15</i>			
Actual Second Preceding Year 2011-12	Actual First Preceding Year 2012-13	Revised Budget This Year 2013-14	Resources	Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Board
\$ 26,410,167	\$ 20,872,868	\$ 14,838,790	Beginning Fund Balance - Working Capital	\$ 10,294,656	\$ 10,294,656	\$ 10,294,656
66,018	55,752	15,300	Earnings from Temporary Investments	31,473	31,473	31,473
291,254			Donations and Grants			
8,186	145,313		Miscellaneous			
<u>\$ 26,775,625</u>	<u>\$ 21,073,933</u>	<u>\$ 14,854,090</u>	Total Resources	<u>\$ 10,326,129</u>	<u>\$ 10,326,129</u>	<u>\$ 10,326,129</u>
Requirements						
\$ 5,180,557	\$ 6,117,762	\$ 8,919,660	Buildings and Improvements	\$ 6,656,800	\$ 6,656,800	\$ 6,656,800
139,692	24,869	2,680,340	Land and Improvements	1,050,000	1,050,000	1,050,000
582,508	719,311	1,444,000	Fire Apparatus	1,113,900	1,113,900	1,113,900
<u>5,902,757</u>	<u>6,861,941</u>	<u>13,044,000</u>	Total Capital Outlay	<u>8,820,700</u>	<u>8,820,700</u>	<u>8,820,700</u>
5,902,757	6,861,941	13,044,000	Total Expenditures	8,820,700	8,820,700	8,820,700
		1,810,090	Contingency	1,505,429	1,505,429	1,505,429
<u>20,872,868</u>	<u>14,211,991</u>		Reserved for Future Expenses			
<u>\$ 26,775,625</u>	<u>\$ 21,073,933</u>	<u>\$ 14,854,090</u>	Total Requirements	<u>\$ 10,326,129</u>	<u>\$ 10,326,129</u>	<u>\$ 10,326,129</u>

