


*City of Alexandria, Virginia*

MEMORANDUM

DATE: JANUARY 15, 2009

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES K. HARTMANN, CITY MANAGER 

SUBJECT: CONSIDERATION OF AUTHORIZATION OF RECOMMENDED CAPITAL PROJECT ALLOCATIONS AND PLANNED EXPENDITURES

**ISSUE:** City Council authorization of the recommended capital project allocations and planned expenditures.

**RECOMMENDATION:** That City Council authorize the capital project allocations and planned expenditures for the capital projects as detailed in the Capital Improvement Expenditure Summary (Attachment).

**DISCUSSION:** This docket item provides a summary of Capital Improvement Program planned expenditures (Attachment). It includes projects reflected in the City's Fiscal Year 2009 Capital Budget, approved by City Council on May 5, 2008 or approved in capital budgets prior to FY 2009 with a CIP budget document page reference in the Attachment. A project title listing appears on the next page and a detailed summary appears in the Attachment.

Allocations are recommended for the following projects:

Sewers		
Hooff's Run Sanitary Sewer		\$60,000
Sanitary Sewer Capacity Study		\$500,000
IT Plan		
Public Safety Radio Replacement		\$50,000
Police CAD/RMS/AVL Systems		\$105,000
Business Tax System Replacement		\$299,980

**ATTACHMENT:** Capital Improvement Program Planned Expenditures

**STAFF:**  
 Mark Jinks, Deputy City Manager  
 Bruce Johnson, Director, Office of Management and Budget  
 Michael Stewart, Budget/Management Analyst, Office of Management and Budget

**Attachment: Capital Improvement Program (CIP) Planned Expenditures  
January 15, 2009 Report, Docketed January 27, 2009**

This attachment provides summary information on capital improvement program projects for which work will be initiated and expenditures incurred during the upcoming months. Except as noted, funding for all of the projects discussed below is included in the City's Approved FY 2009 Capital Improvement Program (CIP) budget or in prior year capital budgets.

<b>PROJECT NUMBER</b>	<b>INDEX CODE/ SUB-OBJECT</b>	<b>PROJECT TITLE</b>	<b>REQUESTED ALLOCATION</b>	<b>CIP PAGE NUMBER</b>
	NEW ACCOUNT	Sanitary Sewers (Hooff's Run Sanitary Sewer)	\$60,000 (Funding Source: Sanitary Sewer Fees)	FY 2009 Approved p. 6-123
<b>PROJECT DESCRIPTION:</b>				
<ul style="list-style-type: none"> <li>This allocation will provide funding for design services to prepare construction bid documents for relocating an existing damaged sanitary sewer located under the Hooff's Run storm box culvert between E. Chapman Street and E. Maple Street. Design work will begin in winter 2009 and bids for construction will be advertised in summer 2009.</li> </ul>				

<b>PROJECT NUMBER</b>	<b>INDEX CODE/ SUB-OBJECT</b>	<b>PROJECT TITLE</b>	<b>REQUESTED ALLOCATION</b>	<b>CIP PAGE NUMBER</b>
013-201	255100-2102	Sanitary Sewers (Sanitary Sewer Capacity Analysis)	\$500,000 (Funding Source: Sanitary Sewer Fees)	FY 2009 Approved p. 6-128
<b>PROJECT DESCRIPTION:</b>				
<ul style="list-style-type: none"> <li>This allocation will provide for ongoing sanitary sewer studies, modeling, and flow metering to assess the sanitary sewer system's ability to support existing flows and ongoing development. More specifically:               <ol style="list-style-type: none"> <li>Studies of our existing sanitary sewer system and interceptors sewers.</li> <li>Sewer modeling: Preparing computer flow simulation models of our sewer collection system and the interceptor sewers.</li> <li>Long and short term flow metering of our sewer collectors and the interceptor sewers.</li> </ol> </li> <li>Studies and modeling are ongoing and should be completed in winter 2012. Metering is scheduled to begin in spring of 2009 and initially last one year.</li> <li>The funding source for this allocation consists of \$380,000 in FY 2009 sanitary sewer fees from the Sanitary Sewer Capacity Analysis project and \$120,000 in prior year sanitary sewer fees from the Sanitary Sewer Projects TBD project.</li> </ul>				

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005-501	265298-3701	IT Plan (Public Safety Radio Replacement)	\$50,000 (Funding Source: Bond Funds)	FY 2009 Approved p. 7-36
<b>PROJECT DESCRIPTION:</b>				
<ul style="list-style-type: none"> <li>This allocation provides funding for the ongoing replacement program for Police and Fire Department portable radios. Each year, a number of portable radios become inoperable due to damage while in use or age. Acquisition of these replacement radios is anticipated for spring 2009.</li> </ul>				

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015-516	265751-3802	IT Plan (Police CAD/RMS/AVL Systems)	\$105,000 (Funding Source: Bond Funds)	FY 2009 Approved p. 7-38
<b>PROJECT DESCRIPTION:</b>				
<ul style="list-style-type: none"> <li>This allocation is for the continued implementation of the Police Automatic Vehicle Locator (AVL) and Mobile Mapping. AVL technology is used to deploy resources, dispatch officers, monitor officer activity, and ensure officer safety.</li> <li>The mapping component allows dispatchers, officers, and supervisors to see on computers where pending police calls for service and police officers are located.</li> <li>Prior year money has been used to outfit one-third of the Police Department's fleet with GPS equipment and software to display the location of vehicles on a map in Police Communications as well as on each mobile computer. This request is to outfit the second third of the department's fleet.</li> </ul>				

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015-557	265150-3802	IT Plan (Business Tax System)	\$299,980 (Funding Source: Bond Funds)	FY 2009 Approved p. 7-29

**PROJECT DESCRIPTION:**

This allocation will provide funds to acquire and implement an integrated business tax management system to support business taxes and delinquent tax processing and collection:

- Currently business taxes and delinquent taxes are managed with a series of Excel spreadsheets and/or outdated legacy Clipper-based computer systems. None of the systems communicate with other systems (such as the accounting system) and gathering and comparing data between them requires a series of manual processes.
- The City's previously adopted IT Plans contemplated the replacement of these outdated business tax systems as well as the acquisition of a new delinquent tax collection system.
- City Finance and IT staff have selected a software product ("Revenue One") that can be purchased, configured, and installed relatively quickly as this will largely be an off-the-shelf system without the need for major customization. The Revenue One product is successfully used by other Virginia jurisdictions, including Spotsylvania County. Chesterfield County has just signed a contract for this system.
- The implementation of Revenue One will be done in two phases with the first phase tentatively scheduled to be operational by May 2009. The first phase will primarily consist of business license and business personal property tax administration. The second phase, consisting of trustee taxes and delinquent tax collections, will become operational by August or September 2009.
- Funding for this allocation will be comprised of \$249,980 from the Business Tax System project and \$50,000 in prior year unallocated balance from the Financial Accounting System project.
- The delinquent tax collection software module will significantly enhance the City's delinquent tax collection capacity enabling a projected increase in delinquent tax collections. Over a three-year period the use of this portion of the Revenue One system will result in the collection of additional delinquent taxes that will more than make up for the \$299,980 cost of this new system.