

CAPITAL PROJECTS

MISSION:

To provide comprehensive planning for a continuous six (6) year program review of major capital expenditures that are anticipated by Portage County. This process assists the County in prioritizing and determining appropriate budget amounts based on long range capital planning.

OVERVIEW:

County government is entrusted with and responsible for effective allocation and wise use of financial resources. An effective Capital Improvements Program provides the foundation for a decision making process regarding the future financial health of an organization and management of capital assets.

The process of developing the Capital Improvements Plan (CIP) takes into consideration the selection and prioritization of capital projects, the timing of expenditures, and projecting the impacts these expenditures will have on the regular County budget and tax levy. It is through an organized planning process that capital requests can be effectively evaluated, resources allocated, and assets adequately maintained.

For inclusion in Portage County's Capital Improvement Plan, the capital asset must be a non-recurring item costing a minimum of \$25,000 and having a relatively long period of usefulness. Less costly or shorter-life capital items are planned through other processes within departmental operating budgets.

Portage County has a six (6) year Capital Improvements Plan with the first year constituting the capital budget. An update to the plan is conducted on an annual basis to reflect changing needs and priorities, and to extend the plan an additional year. It may be necessary to modify projects approved in

the capital plan before adopting them in a capital budget. Modifications may be necessary based on changes in project scope, funding requirements, or other issues. There is no guarantee of funding a Capital Improvement Project until it enters the capital budget, because a greater need may be identified.

ON THE HORIZON:

The County Executive presented the updated six year Capital Plan to the County Board for adoption by resolution in August 2015. This plan was used by the County Executive in preparing the upcoming capital budget. A summary of the six year Capital Plan is included in this section as a preview of capital projects forthcoming and the impact to the County's future budgets. The upcoming projects are primarily related the County's facility infrastructure and highway system which are a direct link to the strategic goals in the County's strategic plan.

The 2016 capital budget incorporates some changes from the adopted plan. These include:

- Delay County Trunk Road R (Black Oak - Porter) construction, as road quality and traffic volumes will allow for the project to wait an additional year or two.
- Accelerate Enterprise Resource Planning (ERP) II extended systems project implementation for tax collections.
- Accelerate the LiDAR project due to potential grant opportunities.

There were also thirteen projects placed 'On Hold' in this year's plan. These projects all relate to the remodeling of the existing courthouse, jail, and law enforcement center. Final determination for funding these projects is contingent on the County's decision(s) related to a new and/or remodeled Government Facility Building.

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FINANCIAL SUMMARY

	2014 Actual	2015		2016 Budget	Change from 2015 Modified Budget	
		Modified Budget	Projected Budget		Amount Change	Percent Change
Revenue						
Taxes	550,000	625,000	625,000	700,000	75,000	12.00%
Intergovernmental Revenue	0	560,676	611,326	129,214	(431,462)	-76.95%
Licenses and Permits	0	0	0	0	0	N/A
Fines, Forfeits and Penalties	0	0	0	0	0	N/A
Public Charges for Service	0	0	0	0	0	N/A
Intergovernmental Charges for Service	0	0	13,500	0	0	N/A
Miscellaneous Revenue	410,480	125,000	25,000	0	(125,000)	-100.00%
Other Financing Sources	12,546,978	3,186,586	3,498,383	3,320,391	133,805	4.20%
Total Revenue	\$13,507,458	\$4,497,262	\$4,773,209	\$4,149,605	(\$347,657)	-7.73%
Expenditures						
Personnel Services	0	0	0	0	0	N/A
Contractual Services	0	0	0	0	0	N/A
Supplies & Expenses	0	0	0	0	0	N/A
Building Materials	0	0	0	0	0	N/A
Fixed Charges	0	0	0	0	0	N/A
Debt Service	0	0	0	0	0	N/A
Grants, Contributions, Indemnities	0	0	0	0	0	N/A
Capital Projects	13,062,649	4,497,262	4,773,209	4,149,605	(347,657)	-7.73%
Cost Allocations	0	0	0	0	0	N/A
Transfers to Other Funds	0	0	0	0	0	N/A
Future Operations Designations	126,345	0	0	0	0	N/A
Total Expenditures	\$13,188,994	\$4,497,262	\$4,773,209	\$4,149,605	(\$347,657)	-7.73%
County Allocation	(\$318,464)	\$0	\$0	\$0	\$0	N/A
Addition to (Use of) Fund Balance	(\$3,859,737)					

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FINANCIAL SUMMARY HIGHLIGHTS:

An additional \$75,000 of capital projects is funded with tax levy funds in the 2016 budget. The capital budget also includes various grants for specific eligible projects allowing for the projects to be completed.

A summary of the projects included in the 2016 budget by classification is included below and is followed by a listing of projects.

General Government

The 2016 capital budget includes the continuation of the Enterprise Resource Planning (ERP) II project for extended systems such as tax collections and medical billing & case management. In 2015, the County implemented ERP I - Financials in the MUNIS system. The next implementation of ERP I will include payroll/human resources and work orders, inventory, and fixed assets software. Payroll/Human Resources is scheduled to Go Live January 1, 2016 and extended Financials will begin shortly thereafter.

Several upgrades to the Portage County Library are included in the capital budget. These improvements were agreed upon projects as part of the lease between the City of Stevens Point and the County approved in November 2014. The projects are numbered in priority order in case time does not allow for all of them to be completed in 2016.

Light Detection and Ranging (LiDAR) is a Planning and Zoning project that will collect elevation data County wide. This data can be used to support engineering design projects such as ditching and storm water detention basins.

The 2016 budget also includes continuation funding for an existing project in the Register of Deeds Office to replace and upgrade the land records system. This project allows for archiving, integrating, scanning, and

redacting personal information from recorded documents to be placed on line for the public to access.

Public Safety

The 2016 capital budget includes the construction of six to nine radio towers for the upgrade to a simulcast system. The County will save money over the long haul by building these towers rather than leasing. The simulcast system will include the Sheriff's Office, County Law Enforcement, Public Safety, and paging channels and is near completion.

Public Works

The 2016 capital budget for highways continues with remaining funding from existing capital projects to help find balance between necessary highway construction projects and the ongoing necessary maintenance for roads. The capital plan includes one bridge replacement.

Highway Facilities Planning is a joint request made by the Highway Department, Sheriff's Office, Emergency Management, I.T. Department, and District Attorney's Office. The project will address needed additions or remodeling of the existing Highway Department building and grounds to address multiple issues, including the need for a disaster recovery center, alternate Emergency Operations Center (EOC), and training center, a secured covered evidence impound and additional highway equipment storage.

Health & Human Services

There are no projects currently funded in this classification.

Culture, Recreation, & Education

There are no projects currently funded in this classification.

Conservation & Development

There are no projects currently funded in this classification.

2016 PROJECT LISTING

	Project Phase	2016 Expenditure Project Budget	Grants & Other Revenue	Fund Balance Applied	Anticipated Debt Proceeds	County Levy Funds Needed
<u>General Government</u>						
Enterprise Resource Planning (Phase II)	Implementation	275,000	-	275,000	-	-
Library Air Handling System Repairs (Phase 2)	Construction	8,580.00	-	-	-	8,580
Library Boiler Replacement (Phase 3)	Construction	74,800.00	-	-	-	74,800
Library Chiller Replacement (Phase 2)	Construction	105,600.00	-	103,280	-	2,320
Library Main Street Sidewalk (Phase 5)	Construction	4,400.00	-	-	-	4,400
Library Temperature Control Repl. (Phase 1)	Construction	132,000.00	-	-	-	132,000
Library Lighting Replacement (Phase 1)	Construction	36,300.00	-	-	-	36,300
Library Masonry & Concrete Work (Phase 5)	Construction	27,610.00	-	-	-	27,610
Library Roof Repairs (Phase 2)	Construction	138,490.00	-	-	-	138,490
Library Window Replacement (Phase 4)	Construction	60,500.00	-	-	-	60,500
Elevation Data Improvement (LiDAR)	Implementation	226,325	182,214	44,111	-	-
Land Records System	Implementation	35,000	-	-	-	35,000
<i>General Government Total</i>		<u>1,124,605</u>	<u>182,214</u>	<u>422,391</u>	<u>-</u>	<u>520,000</u>
<u>Public Safety</u>						
Radio Tower Construction	Construction	2,755,000	-	-	2,755,000	-
<i>Public Safety Total</i>		<u>2,755,000</u>	<u>-</u>	<u>-</u>	<u>2,755,000</u>	<u>-</u>
<u>Public Works</u>						
CTH S Bridge Replacement	Design	180,000	-	-	-	180,000
Highway Facilities Planning	Design	90,000	-	90,000	-	-
<i>Public Works Total</i>		<u>270,000</u>	<u>-</u>	<u>90,000</u>	<u>-</u>	<u>180,000</u>
Total 2016 Capital Projects		<u>4,149,605</u>	<u>182,214</u>	<u>512,391</u>	<u>2,755,000</u>	<u>700,000</u>

CAPITAL IMPROVEMENT PLAN 2016 - 2021

#	Project Title	Project No.	Budget Action	Department	Year	Phase	Appropriation						TOTAL	
							Prior to 2016	2016	2017	2018	2019	2020		2021
1	Gilfry Tunnel & Stairs Improvements	20-12-04	Delay	Facilities	2012	Construction	40,000.00							40,000.00
2	Renewable Energy Project Analysis	20-15-04	As Planned	Facilities	2015	Design	40,000.00		500,000.00					540,000.00
3	Camera System Expansion	20-16-05	Update \$, Delay	Facilities	2016	Equipment			25,000.00					25,000.00
4	Department Relocation & Remodel	20-13-CF	Update Scope	Facilities	2013	Construction	272,250.00							272,250.00
5	Library Air Handling System Repairs (Phase 2)	20-16-06	New	Facilities	2016	Construction		8,580.00						8,580.00
6	Library Boiler Replacement (Phase 3)	20-16-06	New	Facilities	2016	Construction		74,800.00						74,800.00
7	Library Chiller Replacement (Phase 2)	20-16-06	New	Facilities	2016	Construction		105,600.00						105,600.00
8	Library Main Street Sidewalk (Phase 5)	20-16-06	New	Facilities	2016	Construction		4,400.00						4,400.00
9	Library Temperature Control Repl. (Phase 1)	20-16-06	New	Facilities	2016	Construction		132,000.00						132,000.00
10	Library Lighting Replacement (Phase 1)	20-16-06	New	Facilities	2016	Construction		36,300.00						36,300.00
11	Library Masonry and Concrete Work (Phase 5)	20-16-06	New	Facilities	2016	Construction		27,610.00						27,610.00
12	Library Roof Repairs (Phase 2)	20-16-06	New	Facilities	2016	Construction		138,490.00						138,490.00
13	Library Window Replacement (Phase 4)	20-16-06	New	Facilities	2016	Construction		60,500.00						60,500.00
14	Government Facility	30-14-03	Update Scope, \$	Facilities	2014	Concept	125,000.00		50,000,000.00					50,125,000.00
15	North/South Wing Shower Complex Remodel	54-14-01	Delete	Health Care Center	2014	Design	-							-
16	CTH I (CTH Z - Collins Park Rd)	40-15-01	Update \$	Highway	2015	Design	228,260.00			1,200,000.00	700,000.00			2,128,260.00
17	CTH J (USH 10 - STH 66)	40-15-02	Update \$	Highway	2015	Design/ROW	473,074.00		1,600,000.00	527,500.00				2,600,574.00
18	CTH EE (STH 54 - CTH GG)	40-15-03	As Planned	Highway	2015	Construction	1,100,000.00							1,100,000.00
19	CTH G Bridge Replacement	40-15-04	Update	Highway	2015	Design	134,400.00		940,800.00					1,075,200.00
20	CTH A Bridge Replacement	40-15-05	Update	Highway	2015	Design	73,500.00			464,000.00				537,500.00
21	CTH S Bridge Replacement	40-15-06	As Planned	Highway	2015	Design	35,000.00	180,000.00						215,000.00
22	Wetland Mitigation Bank	40-15-07	Update \$	Highway	2015	Land	40,000.00				180,000.00	280,000.00		500,000.00
23	WI 54 - 64th Street - CTH U/80th Street	40-16-01	Delay	Highway	2016	Construction			750,000.00					750,000.00
24	CTH R (Black Oak - Porter)	40-17-01	Update \$, Delay	Highway	2017	Design	266,727.00	300,000.00	-	3,000,000.00	2,840,000.00			6,406,727.00
25	CTH G (CTH M - CTH P)	40-19-01	Delay	Highway	2019	Construction					1,785,325.00		1,785,325.00	1,785,325.00
26	CTH T (CTH MM - CTH A)	40-19-02	Update \$, Delay	Highway	2019	Construction				100,000.00	2,140,000.00			2,240,000.00
27	Highway Facilities Planning	30-15-02	Update Scope, \$	Highway	2015	Design	25,000.00	90,000.00	300,000.00	235,000.00				650,000.00
28	ERP System Assessment & Planning	11-13-03	As Planned	Information Tech	2013	Implementation	1,800,000.00							1,800,000.00
29	Fiber Optic Cable	11-14-01	Delay	Information Tech	2014	Construction	170,700.00							170,700.00
30	ERP Phase II Applications	11-16-01	As Planned	Information Tech	2016	Design		25,000.00	250,000.00					275,000.00
31	Standing Rocks Development, Phase I & II	61-06-02	Update Scope, \$	Parks	2006	Construction	662,000.00				400,000.00			1,062,000.00
32	Pit Toilets Replacements (Jordan)	61-14-01	As Planned	Parks	2014	Construction	70,000.00							70,000.00
33	Shooting Range Improvements	61-14-02	Update \$, Delay	Parks	2014	Construction	27,000.00							27,000.00
34	Land Acquisition (Town of Sharon)	61-15-01	Update \$	Parks	2015	Land Purchase	749,300.00							749,300.00
35	Town of Eau Pleine Land Acquisition	61-16-02	Update Scope, \$	Parks	2016	Land Purchase			240,000.00					240,000.00
36	Tomorrow River Trail Segment Resurfacing	61-16-01	Delay	Parks	2016	Construction			35,000.00	35,000.00				70,000.00
37	Collins Park Road - Paving	61-18-01	As Planned	Parks	2018	Construction				125,000.00				125,000.00
38	Pit Toilets Replacements	61-19-01	As Planned	Parks	2019	Construction					75,000.00			75,000.00
39	Chip Sealing Park Roads	61-19-02	As Planned	Parks	2019	Construction					100,000.00			100,000.00
40	Lake Emily Park Campground Expansion	61-20-01	As Planned	Parks	2020	Land Improvements						150,000.00		150,000.00
41	Pit Toilet Replacements (Lake Emily/Sunset)	61-20-02	As Planned	Parks	2020	Construction					80,000.00			80,000.00
42	Tomorrow River Trail and Bridge	61-98-01	Delay	Parks	1998	Construction	825,000.00							825,000.00
43	Replace Outdoor Wood Boiler (Jordan Park)	61-17-01	New	Parks	2017	Construction			50,000.00					50,000.00
44	Elevation Data Improvement (LiDAR)	72-20-01	New	Planning and Zoning	2020	Implementation						160,000.00		160,000.00
45	2020 Aerial Photography	72-20-02	New	Planning and Zoning	2020	Implementation						80,000.00		80,000.00
46	Self-check Units, Remodeling & RFID	60-16-01	Delay	Public Library	2016	Design, Equipment			10,000.00	245,563.00				255,563.00
47	Land Records System	22-12-01	As Planned	Register of Deeds	2012	Implementation	181,423.00	35,000.00						216,423.00
48	Radio System Enhancement - Simulcast	30-14-01	Delay	Sheriff's Office	2014	Construction	7,410,000.00							7,410,000.00
49	Radio Tower Construction	30-16-01	New	Sheriff's Office	2016	Construction	50,000.00	2,755,000.00						2,805,000.00
50	MRF Roof Replacement	42-17-01	Update	Solid Waste	2017	Construction	55,000.00	55,000.00	55,000.00					165,000.00
Gross Expenditures							14,853,634.00	4,028,280.00	54,755,800.00	5,932,063.00	4,115,000.00	2,790,000.00	2,065,325.00	88,540,102.00

CAPITAL IMPROVEMENT PLAN 2016 - 2021

#	Project Title	Project No.	Budget Action	Department	Year	Phase	Appropriation Prior to 2016	2016	2017	2018	2019	2020	2021	TOTAL
Less Revenue Received														
4	Department Relocation & Remodel	20-13-CF	Update Scope	Facilities	2013	Construction	(272,250.00)							(272,250.00)
18	CTH EE (STH 54 - CTH GG)	40-15-03	As Planned	Highway	2015	Construction	(236,676.00)							(236,676.00)
19	CTH G Bridge Replacement	40-15-04	Update	Highway	2015	Design	(107,520.00)		(752,640.00)					(860,160.00)
20	CTH A Bridge Replacement	40-15-05	Update	Highway	2015	Design	(58,800.00)			(371,200.00)				(430,000.00)
23	WI 54 - 64th Street - CTH U/80th Street	40-16-01	Delay	Highway	2016	Construction			(625,000.00)					(625,000.00)
31	Standing Rocks Development	61-06-02	Update Scope, \$	Parks	2006	Construction	(125,000.00)							(125,000.00)
34	Land Acquisition (Town of Sharon)	61-15-01	Update \$	Parks	2015	Land Purchase	(586,150.00)							(586,150.00)
42	Tomorrow River Trail and Bridge	61-98-01	Delay	Parks	1998	Construction	(682,012.00)							(682,012.00)
33	Shooting Range Improvements	61-14-02	Update \$, Delay	Parks	2014	Construction	(27,000.00)							
50	MRF Roof Replacement	42-17-01	Update	Solid Waste	2017	Construction	(55,000.00)	(55,000.00)	(55,000.00)					(165,000.00)
Gross Revenues							(2,150,408.00)	(55,000.00)	(1,432,640.00)	(371,200.00)	-	-	-	(3,982,248.00)
Net County Cost							12,703,226.00	3,973,280.00	53,323,160.00	5,560,863.00	4,115,000.00	2,790,000.00	2,065,325.00	84,557,854.00

Potential Funding Source Estimates

County Tax Levy Available	700,000.00	800,000.00	900,000.00	1,000,000.00	1,000,000.00	1,000,000.00	5,400,000.00
CIP Fund Balance Available	1,605,962.30	3,100,000.00					4,705,962.30
Debt Service/Other County Funds Needed	1,667,317.70	49,423,160.00	4,660,863.00	3,115,000.00	1,790,000.00	1,065,325.00	61,721,665.70
	3,973,280.00	53,323,160.00	5,560,863.00	4,115,000.00	2,790,000.00	2,065,325.00	71,827,628.00

Projects on Hold

51	Garage & Storage Expansion and Reengineering		On Hold	Sheriff's Office	2016	Design		30,000.00	340,000.00					370,000.00
52	LEC & Jail Contingency Improvements		On Hold	Sheriff's Office	2016	Concept		40,000.00	100,000.00	5,000,000.00	5,000,000.00			10,140,000.00
53	Sally Port Reengineering and Expansion		On Hold	Sheriff's Office	2016	Design		30,000.00	345,000.00					375,000.00
54	Law Enforcement Center Garage		On Hold	Facilities	2016	Design		45,000.00	175,000.00					220,000.00
55	LEC Chiller	20-13-01	On Hold	Facilities	2017	Construction	-		150,000.00					150,000.00
56	Generator Replacement at Law Enforcement	20-15-01	On Hold	Facilities	2015	Concept		5,000.00	200,000.00					205,000.00
57	Courthouse Under Building Ramp Replacement		On Hold	Facilities			36,500.00							36,500.00
58	Lincoln Center Parking	52-14-01	On Hold	Aging & Diblyt Rsrce Cntr	2014	Concept	-							-
59	Courthouse One and Two Remodel	20-15-02	On Hold	Facilities	2015	Concept		7,500.00	155,000.00					162,500.00
60	Courthouse Elevator Cab & Controls Upgrades	20-14-01	On Hold	Facilities	2014	Construction			150,000.00					150,000.00
61	HVAC Replacement/Upgrade at Courthouse	20-14-03	On Hold	Facilities	2014	Concept		25,000.00	150,000.00	2,550,000.00				2,725,000.00
62	Annex Chiller Replacement	20-15-03	On Hold	Facilities	2015	Design	5,000.00	100,000.00						105,000.00
63	Courthouse Window Replacement	20-17-01	On Hold	Facilities	2017	Design			7,500.00	535,000.00				542,500.00
64	HVAC - Health Care Center	20-11-03	On Hold	Facilities	2012	Design	90,000.00		410,000.00	2,122,887.00				2,622,887.00
65	New Portage County Health Care Center (PCHCC)	54-14-02	On Hold	Health Care Center	2014	Concept	100,000.00							100,000.00
66	Removal of Asbestos Flooring	54-15-01	On Hold	Health Care Center	2015	Construction		80,000.00						80,000.00

Submitted Projects - Not included in the CIP Plan

							Prior to 2015	2016	2017	2018	2019	2020		TOTAL
Jordan Park Office/Meeting Room Addition	New	Parks	2016	Construction				50,000.00						
Live Fire Training Facility	RETRY	Sheriff's Office	2019	Construction							375,000.00			
Emergency Medical Dispatch Upgrade*	New	Sheriff's Office	2016	Implementation				26,600.00						26,600.00

CAPITAL IMPROVEMENT PLAN 2016 - 2021

#	Project Title	Project No.	Budget Action	Department	Year	Phase	Appropriation					TOTAL	
							Prior to 2016	2016	2017	2018	2019		2020
	Firearms Program Upgrades & Replacements*		New	Sheriff's Office	2016	Implementation		38,400.00	35,200.00	34,220.00			107,820.00
	CTH Y Bridge Replacement*		New	Highway	2018	Design				12,100.00		80,640.00	92,740.00
	CTH K (CTH D - CTH B)*		New	Highway	2018	Design				60,000.00	850,000.00		910,000.00
	CTH SS (CTH Q - CTH T)*		New	Highway	2018	Design				60,000.00		775,000.00	835,000.00

* Potential other funding.