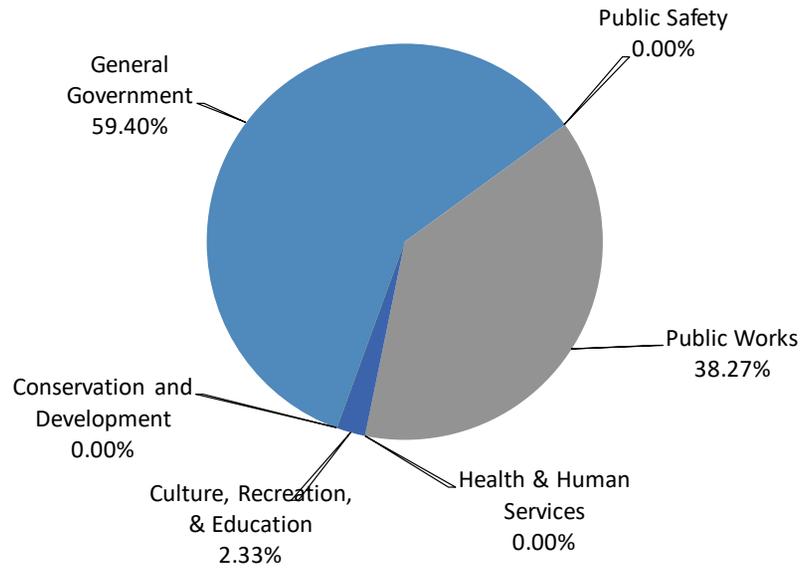


2019 CAPITAL PROJECTS – ALL FUNDS



2019 Proposed Budget

General Government	6,767,474
Public Safety	-
Public Works	4,360,000
Health & Human Services	-
Culture, Recreation, & Education	265,563
Conservation and Development	-
Total Expenses	<u>11,393,037</u>

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 2018. This plan was utilized 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 which are a direct link to the strategic goals in the County's strategic plan.

Many of the upcoming projects relate to the existing courthouse, jail, and Law Enforcement Center.

CAPITAL PROJECTS

FINANCIAL SUMMARY

	2017	2018	2018	2019	Change from 2018 Modified Budget	
Revenue	Actual	Modified Budget	Projected Budget	Budget	Amount Change	Percent Change
Taxes	775,447	879,500	879,500	930,500	51,000	5.80%
Intergovernmental Revenue	41,586	405,401	45,000	0	(405,401)	-100.00%
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	270,000	270,000	270,000	0	0.00%
Miscellaneous Revenue	42,973	370,401	2,873	0	(370,401)	-100.00%
Other Financing Sources	2,100,000	6,342,157	4,825,842	10,192,537	3,850,380	60.71%
Total Revenue	\$2,960,006	\$8,267,459	\$6,023,215	\$11,393,037	\$3,125,578	37.81%
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	37,800	0	0	0	0	N/A
Grants, Contributions, Indemnities	0	0	0	0	0	N/A
Capital Projects	4,431,611	8,709,399	6,023,215	11,393,037	2,683,638	30.81%
Cost Allocations	0	0	0	0	0	N/A
Transfers to Other Funds	0	0	0	0	0	N/A
Future Operations Designations	0	0	0	0	0	N/A
Total Expenditures	\$4,469,411	\$8,709,399	\$6,023,215	\$11,393,037	\$2,683,638	30.81%
County Allocation	\$1,509,405	\$441,940	\$0	\$0	(\$441,940)	-100.00%
Addition to (Use of) Fund Balance	(\$1,509,405)					

CAPITAL PROJECTS

FINANCIAL SUMMARY HIGHLIGHTS

An additional \$51,000 of capital projects is funded with tax levy funds in the 2019 budget. The capital budget also includes various grants for specific eligible projects allowing for the projects to be completed. In 2019 there is an estimated \$10,192,537 in bond proceeds as the government facility, courthouse renovation project, and highway facilities projects advance.

A summary of the projects included in the 2019 budget by classification is included below and is followed by a listing of projects.

General Government

The 2019 capital budget includes the continuation of a Courthouse remodel project and taking the concept for the Government Facility project to the next stage. In 2017, the County hired an Owner's Representative to assist the County in moving through the next stages and planning. In 2018, the County contracted with an architectural firm to further develop the concept for the government facility and the courthouse remodel. The County adopted a reimbursement resolution in 2018 to allow the County to finance this project with debt proceeds at a later date if necessary. It is anticipated the County will need to finance this project in 2019 and budgeted debt proceeds to continue moving forward.

Carpet replacement is planned for the Ruth Gilfry facility in the 2019 budget. Also included is the replacement of the portable walls in the dining area at the Lincoln Center.

The 2019 budget also includes additional funds for the continuation of Phase II ERP applications, including moving forward with new HHS case management and claims management system and the addition of a permitting module to the newly acquired Transcendent software system utilized for tax collections and land records.

The 2019 budget includes additional funding to the existing caulk and seal project for the Annex building and camera system expansion projects. Also,

included is additional funds necessary to complete the video conference equipment replacement in circuit court as the previous amount allocated did not cover the replacement costs.

Public Safety

In light of the County's decision to move forward with a Government Facility without a jail component, the needs of the current jail still remain. The evaluation of the needs for the jail are being assessed by the same parties involved with the other general government building projects and a final solution is yet to be determined.

There are no projects currently funded in this classification for the 2019 budget.

Public Works

Beginning in the 2018 budget, all County highway projects are reported under the Highway Special Revenue fund rather than in the Capital Projects fund. This will provide a clearer picture and financial summary for the County and Highway department on various road and bridge projects by consolidating these into one fund instead of two funds.

Health & Human Services

There are no projects currently funded in this classification.

Culture, Recreation, & Education

The 2019 capital budget includes a road paving project at Galecke Park funded with boat launch fees.

The capital budget for 2019 also includes the next phase for self-check units at the Library including necessary equipment and software along with remodeling of the self-check area.

Conservation & Development

There are no projects currently funded in this classification.

2019 PROJECT LISTING

	Project Phase	2019 Expenditure Project Budget	Grants & Other Revenue	Fund Balance Applied	Anticipated Debt Proceeds *	County Levy Funds Needed
<u>General Government</u>						
	Design	5,200,000	-	-	5,200,000	-
	Design	1,000,000	270,000	-	582,537	147,463
	Construction	32,750	-	-	-	32,750
	Equipment	75,000	-	-	-	75,000
	Construction	230,000	-	-	-	230,000
	Equipment	84,724	-	-	-	84,724
	Implementation	100,000	-	-	-	100,000
	Equipment	45,000	-	-	-	45,000
	<i>General Government Total</i>	<u>6,767,474</u>	<u>270,000</u>	<u>-</u>	<u>5,782,537</u>	<u>714,937</u>
<u>Public Safety</u>						
	None	-	-	-	-	-
	<i>Public Safety Total</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Public Works</u>						
	Construction	4,360,000	-	-	4,360,000	-
	<i>Public Works Total</i>	<u>4,360,000</u>	<u>-</u>	<u>-</u>	<u>4,360,000</u>	<u>-</u>
<u>Health & Human Services</u>						
	None	-	-	-	-	-
	<i>Health & Human Services Total</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Culture, Recreation, & Education</u>						
	Construction	50,000	50,000	-	-	-
	Equipment	215,563	-	-	-	215,563
	<i>Culture, Recreation, & Education Total</i>	<u>265,563</u>	<u>50,000</u>	<u>-</u>	<u>-</u>	<u>215,563</u>
<u>Conservation & Development</u>						
	None	-	-	-	-	-
	<i>Conservation & Development Total</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total 2019 Capital Projects	<u>11,393,037</u>	<u>320,000</u>	<u>-</u>	<u>10,142,537</u>	<u>930,500</u>

* Anticipated debt proceeds are estimated based on initial project submission. Actual numbers will be revised based on architectural design & planning.

CAPITAL IMPROVEMENT PLAN 2019-2024

#	Project Title	Project No.	Budget Action	Department	Year	Phase	Prior to 2019	2019	2020	2021	2022	2023	2024	TOTAL
1	Radio System Enhancement - Simulcast	210-14-01	As Planned	Sheriff's Office	2014	Construction	7,410,000.00							7,410,000.00
2	Radio Tower Construction	210-16-01	As Planned	Sheriff's Office	2016	Construction	1,580,780.00							1,580,780.00
3	Forensic Computer Replacement	210-18-01	As Planned	Sheriff's Office	2018	Implementation	46,000.00							46,000.00
4	LEC Improvements	210-18-02	Update Scope, \$	Sheriff's Office	2018	Design	250,000.00		9,750,000.00					10,000,000.00
5	RMS/CAD/JMS System Replacement	210-20-01	New	Sheriff's Office	2020	Implementation			3,100,000.00					3,100,000.00
6	Highway Facilities Planning	310-15-02	Update	Highway	2015	Design	205,000.00	4,360,000.00	1,350,000.00					5,915,000.00
7	Portable Walls	420-19-01	New	Aging & Disability RC	2019	Construction		84,724.00						84,724.00
8	2020 Aerial Photography	610-20-02	As Planned	Planning and Zoning	2020	Implementation			80,000.00					80,000.00
9	Standing Rocks Development, Phase I & II	510-06-02	Update Scope, \$	Parks	2006	Construction	1,012,000.00		200,000.00					1,212,000.00
10	Tomorrow River Trail Segment Resurfacing	510-16-01	Update Scope, \$	Parks	2016	Construction	115,000.00							115,000.00
11	Road Paving (Collins Park)	510-18-01	As Planned	Parks	2018	Construction	125,000.00							125,000.00
12	Pit Toilets Replacements (Jordan Campground and DuBay Picnic)	510-19-01	Delay	Parks	2019	Construction			75,000.00					75,000.00
13	Chip Sealing Park Roads	510-19-02	Delay	Parks	2019	Construction			100,000.00					100,000.00
14	Lake Emily Park Campground Expansion	510-20-01	Delay	Parks	2020	Land Improvements				150,000.00				150,000.00
15	Pit Toliel Replacements (Lake Emily East Lodge/Sunset)	510-20-02	Delay	Parks	2020	Construction			80,000.00					80,000.00
16	Pit Toilets Replacement (South Jordan/Emily Picnic Area)	510-22-01	As Planned	Parks	2022	Construction					85,000.00			85,000.00
17	Parking Lot Paving (DuBay Park)	510-23-01	As Planned	Parks	2023	Construction						100,000.00	-	100,000.00
18	Parking Lot Paving (Galecke Park)	510-20-03	As Planned	Parks	2020	Construction			90,000.00					90,000.00
19	Road Paving (Galecke Park)	510-19-03	As Planned	Parks	2019	Construction		50,000.00						50,000.00
20	Green Circle Trailhead Development & Reroute Project	510-18-02	New	Parks	2018	Design	740,802.00							740,802.00
21	Self-check Units, Remodeling & RFID	520-16-01	As Planned	Public Library	2016	Design, Equipment	40,000.00	215,563.00						255,563.00
22	Renewable Energy Project Analysis	850-15-04	Delay	Facilities	2015	Development	40,000.00		500,000.00					540,000.00
23	Library Remodel	850-16-06	As Planned	Facilities	2017	Construction	806,898.00							806,898.00
24	Government Facility Building	850-14-03	Update Scope, \$	Facilities	2014	Concept	1,125,000.00	5,200,000.00	22,700,000.00	22,700,000.00				51,725,000.00
25	Courthouse Remodel Project	850-17-01	As Planned	Facilities	2017	Construction	1,300,000.00	1,000,000.00	3,000,000.00	3,000,000.00				8,300,000.00
26	Annex Building Caulk and Seal	850-17-02	As Planned	Facilities	2017	Construction	55,000.00	32,750.00						87,750.00
27	Camera System Expansion	850-16-05	Update	Facilities	2016	Implementation	25,000.00	75,000.00						100,000.00
28	Ruth Gilfry Carpet Replacement	850-19-01	Update \$	Facilities	2017	Construction	-	230,000.00						230,000.00
29	ERP System Assessment & Planning	850-13-03	As Planned	Information Tech	2013	Implementation	1,800,000.00							1,800,000.00
30	ERP Phase II Applications	860-16-01	As Planned	Information Tech	2016	Design	275,000.00							275,000.00
31	Video Conference Equipment	860-17-01	Update \$	Information Tech	2017	Equipment	89,381.00	45,000.00						134,381.00
Gross Expenditures							17,040,861.00	11,293,037.00	40,945,000.00	25,930,000.00	85,000.00	100,000.00	-	95,393,898.00
Less Revenue Received														
6	Highway Facilities Planning	030-15-02	Update	Highway	2015	Design		(2,000,000.00)	(1,000,000.00)					(3,000,000.00)
9	Standing Rocks Development, Phase I & II	510-06-02	Update Scope, \$	Parks	2006	Construction								-
10	Tomorrow River Trail Segment Resurfacing	510-16-01	Update Scope, \$	Parks	2016	Construction	(45,000.00)							(45,000.00)
17	Parking Lot Paving (DuBay Park)	510-23-01	As Planned	Parks	2023	Construction						(100,000.00)		(100,000.00)
18	Parking Lot Paving (Galecke Park)	510-20-03	As Planned	Parks	2020	Construction			(90,000.00)					(90,000.00)
19	Road Paving (Galecke Park)	510-19-03	As Planned	Parks	2019	Construction		(50,000.00)						(50,000.00)
20	Green Circle Trailhead Development & Reroute Project	510-18-02	New	Parks	2018	Design	(740,802.00)							(740,802.00)
25	Courthouse Remodel Project	850-17-01	As Planned	Facilities	2017	Design	(351,000.00)	(270,000.00)	(810,000.00)	(810,000.00)				(2,241,000.00)
Gross Revenues							(1,136,802.00)	(2,320,000.00)	(1,900,000.00)	(810,000.00)	-	(100,000.00)	-	(6,266,802.00)
Net County Cost							15,904,059.00	8,973,037.00	39,045,000.00	25,120,000.00	85,000.00	-	-	89,127,096.00