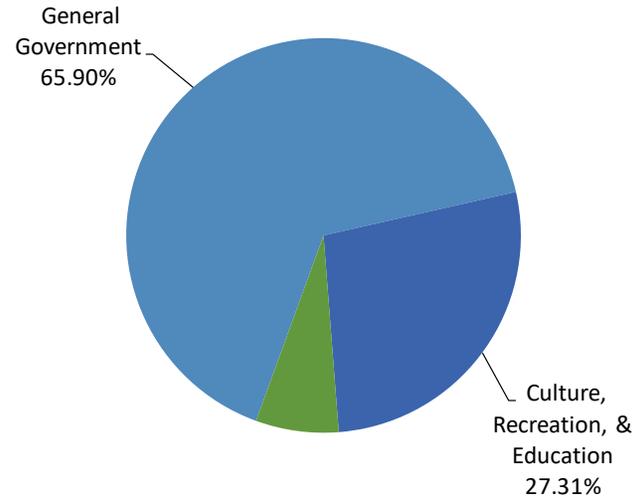


2020 CAPITAL PROJECTS – ALL FUNDS



2020 Proposed Budget

General Government	776,467
Public Safety	-
Public Works	-
Health & Human Services	-
Culture, Recreation, & Education	321,824
Conservation and Development	80,000
Total Expenses	<u>1,178,291</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 2019. 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**

	2018 Actual	2019		2020 Budget	Change from 2019 Modified Budget	
		Modified Budget	Projected Budget		Amount Change	Percent Change
Revenue						
Taxes	879,500	930,500	930,500	951,467	20,967	2.25%
Intergovernmental Revenue	63,244	370,401	50,000	0	(370,401)	-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	540,000	0	90,000	(450,000)	-83.33%
Miscellaneous Revenue	20,500	481,401	169,000	0	(481,401)	-100.00%
Other Financing Sources	1,211,482	18,280,832	8,718,174	810,603	(17,470,229)	-95.57%
Total Revenue	\$2,174,726	\$20,603,134	\$9,867,674	\$1,852,070	(\$18,751,064)	-91.01%
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	39,174	39,174	0	(39,174)	-100.00%
Grants, Contributions, Indemnities	0	0	0	0	0	N/A
Capital Projects	3,462,883	20,563,960	9,828,500	1,852,070	(18,711,890)	-90.99%
Cost Allocations	0	0	0	0	0	N/A
Transfers to Other Funds	0	0	0	0	0	N/A
Future Operations Designations	47,452	0	0	0	0	N/A
Total Expenditures	\$3,510,335	\$20,603,134	\$9,867,674	\$1,852,070	(\$18,751,064)	-91.01%
County Allocation	\$1,335,609	\$0	\$0	\$0	\$0	N/A
Addition to (Use of) Fund Balance	(\$1,335,609)					

CAPITAL PROJECTS

FINANCIAL SUMMARY HIGHLIGHTS:

An additional \$20,967 of capital projects is funded with tax levy funds in the 2020 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 2020 budget by classification is included below and is followed by a listing of projects.

General Government

The 2020 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. In 2020, the County adopted a resolution to evaluate and explore a greenspace option for the future government facility. The next steps include finalizing a concept and moving forward with the design of the facility.

The 2020 capital budget includes a building controls software update in the Annex building. Carpet replacement is planned for the Ruth Gilfry facility in the 2020 budget.

The 2020 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.

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 2020 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 2020 capital budget includes pit toilet replacement at Jordan and DuBay parks, a road chip sealing project for parks, and repairs of the Jordan dam.

The capital budget for 2020 also includes a previously approved road paving project at Galecke Park funded with boat launch fees.

Conservation & Development

The 2020 capital budget includes an aerial photography project funded with land records modernization funds.

2020 PROJECT LISTING

	Project Phase	2020 Expenditure Project Budget	Grants & Other Revenue	Fund Balance Applied	Anticipated Debt Proceeds	County Levy Funds Needed
<u>General Government</u>						
	Building Controls Software - Annex	Equipment	50,000			50,000
	Government Facility Building	Concept/Design	726,467			726,467
	<i>General Government Total</i>		776,467	-	-	776,467
<u>Public Safety</u>						
	None					-
	<i>Public Safety Total</i>		-	-	-	-
<u>Public Works</u>						
	None					-
	<i>Public Safety Total</i>		-	-	-	-
<u>Health & Human Services</u>						
	None					-
	<i>Health & Human Services Total</i>		-	-	-	-
<u>Culture, Recreation, & Education</u>						
	Pit Tiolet Replacement (Jordan & DuBay)	Construction	75,000			75,000
	Chip Sealing Parks Roads	Construction	100,000			100,000
	Jordan Park Dam	Construction	146,824	146,824		-
	<i>Culture, Recreation, & Education Total</i>		321,824	146,824	-	175,000
<u>Conservation & Development</u>						
	2020 Aerial Photography	Implementation	80,000	80,000	-	-
	<i>Conservation & Development Total</i>		80,000	80,000	-	-
Total 2020 Capital Projects			1,178,291	226,824	-	951,467

CAPITAL IMPROVEMENT PLAN 2020-2025

#	Project Title	Project No.	Budget Action	Department	Year	Phase	Prior to 2020	2020	2021	2022	2023	2024	2025	TOTAL
1	Radio System Enhancement - Simulcast	210-14-01	In Progress	Sheriff's Office	2014	Construction	7,410,000.00							7,410,000.00
2	LEC Improvements	210-18-02	Delay	Sheriff's Office	2018	Design	250,000.00							250,000.00
3	RMS/CAD/JMS System Replacement	210-20-01	Delay	Sheriff's Office	2020	Implementation	Not Yet Funded		3,100,000.00					3,100,000.00
4	Wetland Mitigation Bank	310-15-07	In Progress	Highway	2015	Design	40,000.00							40,000.00
5	Highway Facilities Planning	310-15-02	In Progress	Highway	2015	Construction	8,530,000.00							8,530,000.00
6	Highway Road Improvement - Special Revenue Fund	Not in CIP	Ongoing	Highway - Special Rev	2020	Construction		3,000,000.00	3,000,000.00	3,000,000.00	3,000,000.00	3,000,000.00	3,000,000.00	18,000,000.00
7	2020 Aerial Photography	610-20-02	As Planned	Planning and Zoning	2020	Implementation	Not Yet Funded	80,000.00						80,000.00
8	Standing Rocks Development, Phase I & II	510-06-02	Update \$, Delay	Parks	2006	Construction	1,130,292.00		200,000.00					1,330,292.00
9	Road Paving (Collins Park)	510-18-01	As Planned	Parks	2018	Construction	125,000.00							125,000.00
10	Pit Toilets Replacements (Jordan & DuBay Picnic)	510-19-01	Delay	Parks	2019	Construction	Not Yet Funded	75,000.00						75,000.00
11	Chip Sealing Park Roads	510-19-02	Delay	Parks	2019	Construction	Not Yet Funded	100,000.00						100,000.00
12	Lake Emily Park Campground Expansion	510-20-01	Delay	Parks	2020	Land Improvements	Not Yet Funded		150,000.00					150,000.00
13	Pit Toilet Replacements (Lake Emily East Lodge/Sunset)	510-20-02	Delay	Parks	2020	Construction	Not Yet Funded		80,000.00					80,000.00
14	Pit Toilets Replacement (South Jordan/Emily Picnic Area)	510-22-01	As Planned	Parks	2022	Construction	Not Yet Funded			85,000.00				85,000.00
15	Parking Lot Paving (DuBay Park)	510-23-01	As Planned	Parks	2023	Construction	Not Yet Funded				100,000.00			100,000.00
16	Parking Lot Paving (Galecke Park)	510-20-03	Delay	Parks	2020	Construction	Not Yet Funded				90,000.00			90,000.00
17	Road Paving (Galecke Park)	510-19-03	As Planned	Parks	2019	Construction	50,000.00							50,000.00
18	Green Circle Trailhead Development & Reroute Project	510-18-02	Delay	Parks	2018	Design	740,802.00							740,802.00
19	Jordan Park Dam	510-19-04	New	Parks	2019	Design	33,346.00	146,654.00						180,000.00
20	Standing Rocks Land Acquisition	510-20-04	New	Parks	2020	Land	Not Yet Funded		250,000.00					250,000.00
21	Self-check Units, Remodeling & RFID	520-16-01	In Progress	Public Library	2016	Design, Equipment	255,563.00							255,563.00
22	Library Remodel	850-16-06	In Progress	Facilities	2017	Construction	806,898.00							806,898.00
23	Gilfray Tunnel & Stairs Project	850-12-04	Delay	Facilities	2012	Construction	63,000.00							63,000.00
24	Government Facility Building	850-14-03	Update Scope, \$	Facilities	2014	Concept	1,125,000.00	TBD	TBD					1,125,000.00
25	Courthouse Remodel Project	850-17-01	As Planned	Facilities	2017	Concept	1,300,000.00	TBD	TBD					1,300,000.00
26	Annex Building Caulk and Seal	850-17-02	In Progress	Facilities	2017	Construction	87,750.00							87,750.00
27	Camera System Expansion	850-16-05	In Progress	Facilities	2016	Implementation	100,000.00							100,000.00
28	Ruth Gilfray Carpet Replacement	850-19-01	Delay	Facilities	2017	Construction	230,000.00							230,000.00
29	Portable Walls	850-19-02	As Planned	Facilities	2019	Construction	84,724.00							84,724.00
30	Building Controls Software - Annex	850-20-01	New	Facilities	2020	Equipment	Not Yet Funded	50,000.00						50,000.00
31	ERP System Assessment & Planning	860-13-03	As Planned	Information Tech	2013	Implementation	1,800,000.00							1,800,000.00
32	ERP Phase II Applications	860-16-01	As Planned	Information Tech	2016	Design	375,000.00							375,000.00
33	Video Conference Equipment	860-17-01	As Planned	Information Tech	2017	Equipment	134,381.00							134,381.00
34	Primary & Disaster Recovery Site	860-21-01	New	Information Tech	2021	Equipment	Not Yet Funded		2,400,000.00					2,400,000.00
Gross Expenditures							24,671,756.00	3,451,654.00	9,180,000.00	3,085,000.00	3,190,000.00	3,000,000.00	3,000,000.00	49,578,410.00
Revenues:														
5	Highway Facilities Planning	310-15-02	In Progress	Highway	2015	Construction	(5,614,160.00)							(5,614,160.00)
6	Highway Road Improvement - Special Revenue Fund	Not in CIP	Ongoing	Highway - Special Rev	2020	Construction			(3,000,000.00)		(3,000,000.00)		(3,000,000.00)	(9,000,000.00)
7	2020 Aerial Photography	610-20-02	As Planned	Planning and Zoning	2020	Implementation	Not Yet Funded	(80,000.00)						(80,000.00)
8	Standing Rocks Development, Phase I & II	510-06-02	Update \$, Delay	Parks	2006	Construction	(206,000.00)							(206,000.00)
15	Parking Lot Paving (DuBay Park)	510-23-01	As Planned	Parks	2023	Construction					(100,000.00)			(100,000.00)
16	Parking Lot Paving (Galecke Park)	510-20-03	As Planned	Parks	2020	Construction					(90,000.00)			(90,000.00)
17	Road Paving (Galecke Park)	510-19-03	As Planned	Parks	2019	Construction	(50,000.00)							(50,000.00)
18	Green Circle Trailhead Development & Reroute Project	510-18-02	Delay	Parks	2018	Design	(740,802.00)							(740,802.00)
19	Jordan Park Dam	510-19-04	New	Parks	2019	Design	(33,346.00)	(146,654.00)						(180,000.00)
20	Standing Rocks Land Acquisition	510-20-04	New	Parks	2020	Land			(125,000.00)					(125,000.00)
25	Courthouse Remodel Project	850-17-01	As Planned	Facilities	2017	Design	(351,000.00)	TBD	TBD					(351,000.00)
34	Primary & Disaster Recovery Site	860-21-01	New	Information Tech	2021	Equipment			(2,400,000.00)					(2,400,000.00)
Gross Revenues							(6,995,308.00)	(226,654.00)	(5,525,000.00)	-	(3,190,000.00)	-	(3,000,000.00)	(18,936,962.00)
Net County Cost							17,676,448.00	3,225,000.00	3,655,000.00	3,085,000.00	-	3,000,000.00	-	30,641,448.00

CAPITAL IMPROVEMENT PLAN 2020-2025

	2020	2021	2022	2023	2024	2025	TOTAL
Potential Funding Source Estimates							
County Tax Levy Available	1,000,000.00	1,050,000.00	1,100,000.00	1,150,000.00	1,200,000.00	1,250,000.00	6,750,000.00
Estimated CIP Fund Balance Available	(775,000.00)	(495,000.00)	(1,015,000.00)	(4,150,000.00)	(1,200,000.00)	(4,250,000.00)	(11,885,000.00)
Debt Service/Other County Funds Needed	3,000,000.00	3,100,000.00	3,000,000.00	3,000,000.00	3,000,000.00	3,000,000.00	18,100,000.00
	<u>3,225,000.00</u>	<u>3,655,000.00</u>	<u>3,085,000.00</u>	<u>-</u>	<u>3,000,000.00</u>	<u>-</u>	<u>12,965,000.00</u>

#	Project Title	Project No.	Budget Action	Department	Year	Phase	Prior to 2020	2020	2021	2022	2023	2024	2025	TOTAL
<u>Enterprise Capital Projects - funded by Enterprise Operations</u>														
	Therapy Equipment	440-20-01	New - Self Funded	Health Care Center	2020	Equipment	Not Yet Funded	38,000.00	-					38,000.00
	Window & Door Replacement	440-20-02	New - Self Funded	Health Care Center	2020	Design	Not Yet Funded	50,000.00	846,500.00					896,500.00
	Health Care Facility	440-24-01	New - Self Funded	Health Care Center	2023	Design	Not Yet Funded					30,000,000.00		30,000,000.00
								<u>88,000.00</u>	<u>846,500.00</u>	<u>-</u>	<u>-</u>	<u>30,000,000.00</u>	<u>-</u>	<u>30,934,500.00</u>