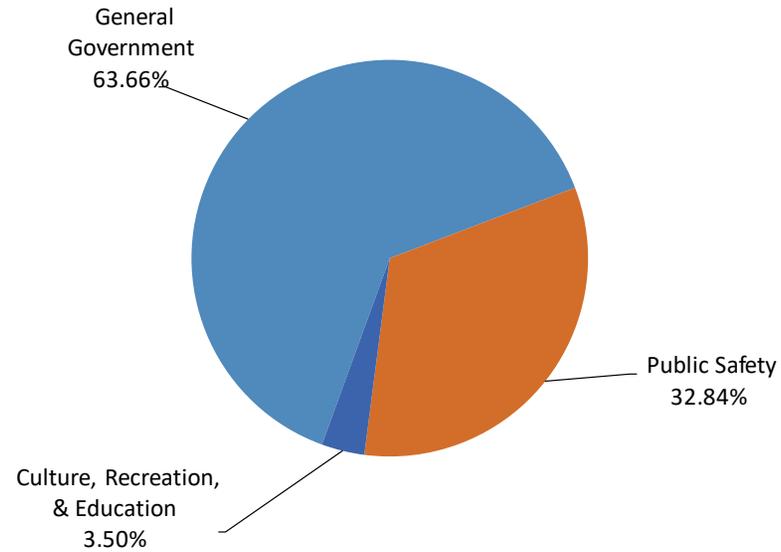


2021 CAPITAL PROJECTS – ALL FUNDS



2021 Proposed Budget

General Government	1,453,943
Public Safety	750,000
Public Works	-
Health & Human Services	-
Culture, Recreation, & Education	80,000
Conservation and Development	-
Total Expenses	<u>2,283,943</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 September 2020. 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**

	2019 Actual	2020	2020	2021 Budget	Change from 2020 Modified Budget	
		Modified Budget	Projected Budget		Amount Change	Percent Change
Revenue						
Taxes	930,500	951,467	951,467	553,117	(398,350)	-41.9%
Intergovernmental Revenue	33,561	90,000	535,229	90,000	0	0.0%
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	0	225,000	225,000	N/A
Miscellaneous Revenue	177,805	28,000	600,698	0	(28,000)	-100.0%
Other Financing Sources	8,331,506	3,669,928	2,518,519	2,040,892	(1,629,036)	-44.4%
Total Revenue	\$9,473,372	\$4,739,395	\$4,605,913	\$2,909,009	(\$1,830,386)	-38.6%
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	8,166,921	6,298,100	3,748,347	2,909,009	(3,389,091)	-53.8%
Cost Allocations	0	0	0	0	0	N/A
Transfers to Other Funds	0	0	857,566	0	0	N/A
Future Operations Designations	0	0	0	0	0	N/A
Total Expenditures	\$8,166,921	\$6,298,100	\$4,605,913	\$2,909,009	(\$3,389,091)	-53.8%
County Allocation	(\$1,306,451)	\$1,558,705	\$0	\$0	(\$1,558,705)	-100.0%
Addition to (Use of) Fund Balance	\$1,306,451					

CAPITAL PROJECTS

FINANCIAL SUMMARY HIGHLIGHTS:

A decrease of \$398,350 of capital projects is funded with tax levy funds in the 2021 budget. In 2020, transfers were made to the Capital Projects Fund from excess unassigned fund balance outside the threshold of the County's policy. These funds are being utilized in 2021 to finance capital projects. 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 2021 budget by classification is included below and is followed by a listing of projects.

General Government

The 2021 capital budget includes additional funds for building controls software update in the Annex building and additional funds for the tunnel entrance project at the Gilry building. The 2021 capital budget also includes funding for the primary data and disaster recovery site for redundancy of the County's systems at the newly renovated highway facility.

The 2021 budget also includes the continuation of the delayed Gilfry carpet replacement project.

The 2021 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. Since then, the planning for the project has stalled and County leadership will be looking to continue the conversation in 2021.

Public Safety

The 2021 budget includes funding for an RMS/CAD public safety software system.

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.

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 2021 capital budget includes funding for playground equipment replacement in County parks.

The capital budget for 2021 also includes a previously approved projects for a pit toilet replacement project at Jordan Park, chip sealing County parks roads, and the Jordan Dam Repair project.

Conservation & Development

There are no projects currently funded in this classification.

2021 PROJECT LISTING

	Project Phase	2021 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	46,956			46,956
	Gilfry Tunnel Project	Construction	50,000			50,000
	IT Primary & Disaster Recovery Site	Equipment	1,356,987	1,356,987		-
	<i>General Government Total</i>		1,453,943	-	1,356,987	-
						96,956
<u>Public Safety</u>						
	RMS/CAD/JMS System Replacement	Equipment	750,000	225,000	148,839	376,161
	<i>Public Safety Total</i>		750,000	225,000	148,839	-
						376,161
<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>						
	Parks Playground Equipment	Equipment	80,000			80,000
	<i>Culture, Recreation, & Education Total</i>		80,000	-	-	-
						80,000
<u>Conservation & Development</u>						
	None					-
	<i>Conservation & Development Total</i>		-	-	-	-
						-
	Total 2021 Capital Projects		2,283,943	225,000	1,505,826	-
						553,117

CAPITAL IMPROVEMENT PLAN 2021-2026

#	Project Title	Project No.	Budget Action	Department	Year	Phase	Prior to 2021	2021	2022	2023	2024	2025	2026	TOTAL	
1	Electronic Voting Equipment	110-22-01	New	County Clerk	2022	Equipment	Not Yet Funded		87,750.00					87,750.00	
2	Radio System Enhancement - Simulcast	210-14-01	In Progress	Sheriff's Office	2014	Construction	7,410,000.00							7,410,000.00	
3	LEC Improvements	210-18-02	Delay	Sheriff's Office	2018	Design	250,000.00		TBD	TBD	TBD			250,000.00	
4	RMS/CAD/JMS System Replacement	210-20-01	As Planned	Sheriff's Office	2020	Implementation	Not Yet Funded	750,000.00						750,000.00	
5	Next Generation 9-1-1	210-20-02	In Progress	Sheriff's Office	2020	Equipment	330,646.00							330,646.00	
6	Law Enforcement Body-Worn Camera & Vehicle Camera	210-22-01	New	Sheriff's Office	2022	Equipment	Not Yet Funded		300,000.00					300,000.00	
7	Wetland Mitigation Bank	310-15-07	In Progress	Highway	2015	Design	40,000.00							40,000.00	
8	Highway Facilities Planning	310-15-02	In Progress	Highway	2015	Construction	8,530,000.00							8,530,000.00	
9	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	
10	2020 Aerial Photography	610-20-02	In Progress	Planning and Zoning	2020	Implementation	80,000.00							80,000.00	
11	Standing Rocks Development, Phase I & II	510-06-02	In Progress	Parks	2006	Construction	1,188,292.00			200,000.00				1,388,292.00	
12	Pit Toilets Replacements (Jordan & DuBay Picnic)	510-19-01	In Progress	Parks	2019	Construction	75,000.00							75,000.00	
13	Chip Sealing Park Roads	510-19-02	In Progress	Parks	2019	Construction	100,000.00							100,000.00	
14	Pit Toilet Replacements (Lake Emily East Lodge/Sunset)	510-20-02	Delay	Parks	2020	Construction	Not Yet Funded			80,000.00				80,000.00	
15	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	
16	Parking Lot Paving (DuBay Park)	510-23-01	As Planned	Parks	2023	Construction	Not Yet Funded			100,000.00				100,000.00	
17	Parking Lot Paving (Galecke Park)	510-20-03	Delay	Parks	2020	Construction	Not Yet Funded			150,000.00				150,000.00	
18	Road Paving (Galecke Park)	510-19-03	As Planned	Parks	2019	Construction	50,000.00							50,000.00	
19	Green Circle Trailhead Development & Reroute Project	510-18-02	In Progress	Parks	2018	Design	740,802.00							740,802.00	
20	Jordan Park Dam	510-19-04	In Progress	Parks	2019	Design	180,000.00							180,000.00	
21	Parks Playground Equipment	510-21-01	New	Parks	2021	Equipment	Not Yet Funded	80,000.00						80,000.00	
22	Self-check Units, Remodeling & RFID	520-16-01	In Progress	Public Library	2016	Design, Equipment	255,563.00							255,563.00	
23	Library Remodel	850-16-06	Delay	Facilities	2017	Construction	806,898.00							806,898.00	
24	Gilfry Tunnel & Stairs Project	850-12-04	Delay	Facilities	2012	Construction	63,000.00	50,000.00						113,000.00	
25	Government Facility Building	850-14-03	Delay	Facilities	2014	Concept	1,851,467.00		TBD	TBD	TBD			1,851,467.00	
26	Courthouse Remodel Project	850-17-01	Delay	Facilities	2017	Concept	1,300,000.00		TBD	TBD	TBD			1,300,000.00	
27	Camera System Expansion	850-16-05	In Progress	Facilities	2016	Implementation	100,000.00							100,000.00	
28	Ruth Gilfry Carpet Replacement	850-19-01	Delay	Facilities	2017	Construction	230,000.00							230,000.00	
29	Portable Walls	850-19-02	In Progress	Facilities	2019	Construction	84,724.00							84,724.00	
30	Building Controls Software - Annex	850-20-01	In Progress	Facilities	2020	Equipment	50,000.00	46,956.00						96,956.00	
31	ADRC Dining Room Floor Replacement	850-21-01	New	Facilities	2021	Construction	Not Yet Funded	50,000.00						50,000.00	
32	ERP System Assessment & Planning	860-13-03	In Progress	Information Tech	2013	Implementation	1,800,000.00							1,800,000.00	
33	ERP Phase II Applications	860-16-01	In Progress	Information Tech	2016	Design	375,000.00							375,000.00	
34	Video Conference Equipment	860-17-01	In Progress	Information Tech	2017	Equipment	171,811.00							171,811.00	
35	Primary & Disaster Recovery Site	860-21-01	Delay	Information Tech	2021	Equipment	Not Yet Funded	2,400,000.00						2,400,000.00	
							Gross Expenditures	26,063,203.00	6,376,956.00	3,472,750.00	3,530,000.00	3,000,000.00	3,000,000.00	3,000,000.00	48,442,909.00

CAPITAL IMPROVEMENT PLAN 2021-2026

#	Project Title	Project No.	Budget Action	Department	Year	Phase	Prior to 2021	2021	2022	2023	2024	2025	2026	TOTAL
Revenues:														
4	RMS/CAD/JMS System Replacement	210-20-01	As Planned	Sheriff's Office	2020	Implementation	Not Yet Funded	(250,000.00)						(250,000.00)
5	Next Generation 9-1-1	210-20-02	In Progress	Sheriff's Office	2020	Equipment	(198,387.60)							(198,387.60)
8	Highway Facilities Planning	310-15-02	In Progress	Highway	2015	Construction	(5,614,160.00)							(5,614,160.00)
9	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)
10	2020 Aerial Photography	610-20-02	In Progress	Planning and Zoning	2020	Implementation	(80,000.00)							(80,000.00)
11	Standing Rocks Development, Phase I & II	510-06-02	In Progress	Parks	2006	Construction	(264,000.00)							(264,000.00)
16	Parking Lot Paving (DuBay Park)	510-23-01	As Planned	Parks	2023	Construction	Not Yet Funded			(100,000.00)				(100,000.00)
17	Parking Lot Paving (Galecke Park)	510-20-03	Delay	Parks	2020	Construction	Not Yet Funded			(150,000.00)				(150,000.00)
18	Road Paving (Galecke Park)	510-19-03	As Planned	Parks	2019	Construction	(50,000.00)							(50,000.00)
19	Green Circle Trailhead Development & Reroute Project	510-18-02	In Progress	Parks	2018	Design	(740,802.00)							(740,802.00)
20	Jordan Park Dam	510-19-04	In Progress	Parks	2019	Design	(180,000.00)							(180,000.00)
26	Courthouse Remodel Project	850-17-01	Delay	Facilities	2017	Concept	(351,000.00)							(351,000.00)
35	Primary & Disaster Recovery Site	860-21-01	Delay	Information Tech	2021	Equipment	Not Yet Funded	(2,400,000.00)						(2,400,000.00)
Gross Revenues							(7,279,962.00)	(5,400,000.00)	-	(3,250,000.00)	-	(3,000,000.00)	-	(18,929,962.00)
Net County Cost							18,783,241.00	976,956.00	3,472,750.00	280,000.00	3,000,000.00	-	3,000,000.00	29,512,947.00

2021 2022 2023 2024 2025 2025 TOTAL

Potential Funding Source Estimates							
County Tax Levy Available	576,956.00	472,750.00	280,000.00	-	-	-	1,329,706.00
Estimated CIP Fund Balance Available	400,000.00	-	-	-	-	-	400,000.00
Debt Service/Other County Funds Needed	-	3,000,000.00	-	3,000,000.00	-	3,000,000.00	9,000,000.00
	976,956.00	3,472,750.00	280,000.00	3,000,000.00	-	3,000,000.00	10,729,706.00

CAPITAL IMPROVEMENT PLAN 2021-2026

#	Project Title	Project No.	Budget Action	Department	Year	Phase	Prior to 2021	2021	2022	2023	2024	2025	2025	TOTAL
<u>Enterprise Capital Projects - funded by Enterprise Operations</u>														
	HCC Shower Rooms (2)	440-21-01	New	HCC	2021	Construction	Not Yet Funded	150,000.00						150,000.00
	New Skilled Nursing Facility	440-21-02	New	HCC	2021	Design	Not Yet Funded	75,000.00	200,000.00	30,000,000.00				30,275,000.00
	Asbestos Flooring Abatement	440-21-03	New	HCC	2021	Construction	Not Yet Funded	110,500.00						110,500.00
	Electronic Medical Records System	440-21-04	New	HCC	2021	Implementation	Not Yet Funded	258,000.00						258,000.00
	Dietary Floor Replacement	440-21-05	New	HCC	2021	Construction	Not Yet Funded	37,500.00						37,500.00
	HCC HVAC System Replacement	440-21-06	New	HCC	2021	Design	Not Yet Funded	751,000.00	3,195,000.00					3,946,000.00
								1,382,000.00	3,395,000.00	30,000,000.00	-	-	-	34,777,000.00

#	Project Title	Project No.	Budget Action	Department	Year	Phase	Prior to 2021	2021	2022	2023	2024	2025	2025	TOTAL
<u>Alternative Projects for Building Projects</u>														
	Ellis Warehouse Remodel	850-21	New	Facilities	2021	Design	Not Yet Funded	7,500.00	70,000.00					77,500.00
	Annex Parking Lot Replacement	850-21	New	Facilities	2021	Construction	Not Yet Funded	190,000.00						190,000.00
	Courthouse Branch 3 Floor Replacement	850-21	New	Facilities	2021	Construction	Not Yet Funded	25,000.00						25,000.00
	Courthouse Second Floor Wallpaper Replacement	850-21	New	Facilities	2021	Construction	Not Yet Funded	55,000.00						55,000.00
	Courthouse Branch 1 & 2 Floor Replacement	850-21	New	Facilities	2021	Construction	Not Yet Funded	70,000.00						70,000.00
	Courthouse Carpet Replacement	850-21	New	Facilities	2021	Construction	Not Yet Funded	100,000.00						100,000.00
	Courthouse HVAC Replacement	850-21	New	Facilities	2021	Design	Not Yet Funded	25,000.00	150,000.00	3,000,000.00				3,175,000.00
	Courthouse Plumbing Upgrade	850-21	New	Facilities	2021	Design	Not Yet Funded	15,000.00	150,000.00					165,000.00
	LEC Chiller Replacement	850-21	New	Facilities	2021	Design	Not Yet Funded	7,500.00	150,000.00					157,500.00
	LEC Generator / Electrical Upgrade	850-21	New	Facilities	2021	Design	Not Yet Funded	25,000.00	235,000.00					260,000.00
	Annex Chiller Replacement	850-22	New	Facilities	2022	Design	Not Yet Funded		5,000.00	145,000.00				150,000.00
	Courthouse Electrical System Upgrade	850-22	New	Facilities	2022	Design	Not Yet Funded		25,000.00	375,000.00				400,000.00
	Courthouse Window Replacement	850-22	New	Facilities	2022	Design	Not Yet Funded		10,000.00	700,000.00				710,000.00
	Annex Roof Replacement	850-23	New	Facilities	2023	Construction	Not Yet Funded			250,000.00				250,000.00
	Annex Wallpaper	850-23	New	Facilities	2023	Construction	Not Yet Funded			110,000.00				110,000.00
	Courthouse Elevator Cab & Controls Upgrade	850-23	New	Facilities	2023	Equipment	Not Yet Funded			375,000.00				375,000.00
								520,000.00	795,000.00	4,955,000.00	-	-	-	6,270,000.00