

## **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 2013. 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 2014 capital budget incorporates some changes from the adopted plan. These include:

- Addition of a vehicle replacement for the Coroner's Office. This need was identified during the budget process.
- Delay of the Courthouse facility elevator cab and controls upgrade pending further decisions regarding the campus concept.
- Delay of the HVAC replacement/upgrade for the Courthouse facility pending further decisions regarding the campus concept.
- Addition of the Central Wisconsin Airport East Terminal renovation project for the 2<sup>nd</sup> phase of improvements which is able to move forward due to a recent federal grant award.

**CAPITAL PROJECTS**

**FINANCIAL SUMMARY**

	<b>2012</b>	<b>2013</b>	<b>2013</b>	<b>2014</b>	<b>Change from 2013</b>	
	<b>Actual</b>	<b>Modified</b>	<b>Projected</b>	<b>Budget</b>	<b>Modified Budget</b>	
<b>Revenue</b>		<b>Budget</b>	<b>Budget</b>		<b>Amount</b>	<b>Percent</b>
					<b>Change</b>	<b>Change</b>
Taxes	400,000	500,000	500,000	550,000	50,000	10.00%
Intergovernmental Revenue	46,976	74,639	74,639	712,512	637,873	854.61%
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	58,000	140,500	148,330	13,500	(127,000)	-90.39%
Miscellaneous Revenue	3,272	0	0	0	0	N/A
Other Financing Sources	0	10,937,381	5,035,897	18,092,435	7,155,054	65.42%
<b>Total Revenue</b>	<b>\$508,248</b>	<b>\$11,652,520</b>	<b>\$5,758,866</b>	<b>\$19,368,447</b>	<b>\$7,715,927</b>	<b>66.22%</b>
<b>Expenditures</b>						
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	2,671,635	11,652,520	5,758,866	19,368,447	7,715,927	66.22%
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
<b>Total Expenditures</b>	<b>\$2,671,635</b>	<b>\$11,652,520</b>	<b>\$5,758,866</b>	<b>\$19,368,447</b>	<b>\$7,715,927</b>	<b>66.22%</b>
<b>County Allocation</b>	<b>\$2,163,387</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>
<b>Addition to (Use of ) Fund Balance</b>	<b>(\$2,163,387)</b>					

## **CAPITAL PROJECTS**

### **FINANCIAL SUMMARY HIGHLIGHTS:**

Overall the capital budget increased by \$7.7 million from the 2013 modified budget. Often times, capital projects span more than one budget year to complete. Projects that were previously budgeted in the previous year may be budgeted in the current year with fund balance applied to carry the project forward.

An additional \$50,000 of capital projects is funded with tax levy funds in the 2014 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 2014 budget by classification is included below and is followed by a listing of projects.

### **General Government**

The 2014 capital budget includes county wide technology improvements with the continuation of the Enterprise Resource Planning (ERP) project. In 2013, with the assistance of a consultant, the County performed a needs assessment of business operations, identified needs and goals of an ERP system, and engaged in a competitive procurement and selection process for the new ERP system. The next phase will include the purchase and implementation of the new ERP system over the next two years. This project also includes funding for a project manager to assist the County in a successful implementation. This project is anticipated to be financed with bonds or notes and is subject to final approval by the County Board.

The 2014 capital budget includes construction of a fiber optic cable connection between the County Annex facility and the County Highway facility. This will allow for redundant disaster recovery servers and also a redundant 911 system server. The Highway facility will be functional for dispatch operations in an emergency situation if needed.

The 2014 budget includes funding for a replacement vehicle for Coroner operations.

The 2014 budget 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.

As the County moves forward with carrying out its adopted Strategic Plan, funding from the land options project is budgeted to help develop a comprehensive space plan, including the definition and development of a campus plan.

The Courthouse facility ramp replacement project is carried over and is funded with existing fund balance and funds from the City of Stevens Point. This project is expected to be completed in 2014.

### **Public Safety**

The 2014 capital budget includes a radio upgrade to a simulcast system that would include the Sheriff's Office, County Law Enforcement, Public Safety, and paging channels. This project is intended to improve public safety, improve delivery of services to emergency responders, and reduce maintenance, operating, and lease/rental costs by eliminating unnecessary sites, while providing better coverage for the County. This project is anticipated to be financed with bonds or notes and is subject to final approval by the County Board.

The 2014 capital budget includes funding for the replacement of tactical vests for the Special Response Team to meet the new level IV vest ratings assigned by the US Department of Justice. The project is also funded with federal grant funds from the Bullet Proof Vest (BPV) program.

In accordance with the 2013-2016 Portage County Strategic Plan, the 2014 capital budget includes funding to develop a concept and design for a Community Corrections Center.

## **CAPITAL PROJECTS**

### **Public Works**

The 2014 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 highway projects are funded with existing fund balance and are expected to be completed during the 2014 construction season. The 2014 capital budget also includes additional funds for County Road X in the amount of \$3.5 million.

The 2014 capital budget includes the Central Wisconsin Airport (CWA) East Terminal renovation project. The CWA is operated as a joint venture between Marathon and Portage Counties. As such, the County's must use their authority to bond for larger capital improvements which are supported and repaid from airport revenues. This project is anticipated to be financed with bonds or notes and is subject to final approval by the County Board.

### **Health & Human Services**

The Portage County Health Care Center operations study and site assessment are expected to be completed prior to the end of fiscal year 2013. The 2014 capital budget includes funding to address the results of these reports. The funding allows for design and concept planning related to the health care center facility. The 2014 budget also includes design and engineering funding to address the improvements needed with the existing shower complex, if the reports support these changes.

The 2014 capital budget includes replacement of the Gilfry facility cooling tower.

The existing Gilfry facility stairs and tunnel replacement project will be continued in 2014 and is funded with existing fund balance. The stairs portion of the project is complete; however, the tunnel replacement project remains to be completed.

The existing Public Health clinic remodel project in the Gilfry facility is carried forward in the 2014 budget and funded with existing fund balance. This project is was not able to be completed in 2013.

### **Culture, Recreation, & Education**

The 2014 capital budget includes funding for pit toilet replacements at Jordan Park.

The 2014 capital budget includes funding for shooting range improvements at the Dewey Range to add a handgun range along with a lighting system for night time openings.

The existing Jordan Park energy efficiency project is carried forward to the 2014 budget and funded with existing fund balance.

The existing Tomorrow River Trail and Bridge project is included in the 2014 budget. This project is funded with fund balance and both DNR and DOT grants.

### **Conservation & Development**

There are no projects currently funded.

CAPITAL IMPROVEMENT PLAN 2014-2019

	<b>Project Phase</b>	<b>2014 Expenditure Project Budget</b>	<b>Grants &amp; Other Revenue</b>	<b>Fund Balance Applied</b>	<b>Anticipated Debt Proceeds</b>	<b>County Levy Funds Needed</b>
<b><u>General Government</u></b>						
Enterprise Resource Planning	Implementation	1,610,000	-	-	1,610,000	-
Fiber Optic Cable	Construction	170,700	-	-	-	170,700
Courthouse Ramp Replacement	Construction	50,000	13,500	36,500	-	-
Land Options Study/Campus Concept	Concept	100,000	-	100,000	-	-
Land Records System	Implementation	35,000	-	-	-	35,000
Vehicle Replacement - Coroner	Equipment	40,000	-	19,600	-	20,400
<i>General Government Total</i>		<b>2,005,700</b>	<b>13,500</b>	<b>156,100</b>	<b>1,610,000</b>	<b>226,100</b>
<b><u>Public Safety</u></b>						
Radio System Enhancement	Construction	7,000,000	-	-	7,000,000	-
Tactical Vests	Equipment	55,000	27,500	-	-	27,500
Community Corrections Center	Concept	25,000	-	-	-	25,000
<i>Public Safety Total</i>		<b>7,080,000</b>	<b>27,500</b>	<b>-</b>	<b>7,000,000</b>	<b>52,500</b>
<b><u>Public Works</u></b>						
CWA East Terminal Renovation	Construction	1,500,000	-	-	1,500,000	-
CR M	Construction	990,201	-	990,201	-	-
CR Z	Construction	609,414	-	609,414	-	-
CR X	Construction	4,393,110	-	893,110	3,500,000	-
CR I	Construction	78,330	-	78,330	-	-
CR R (Black Oak - Porter)	Construction	223,875	-	223,875	-	-
CR (HH - Porter)	Construction	1,266,708	-	1,266,708	-	-
<i>Public Works Total</i>		<b>9,061,638</b>	<b>-</b>	<b>4,061,638</b>	<b>5,000,000</b>	<b>-</b>
<b><u>Health &amp; Human Services</u></b>						
Gilfry Cooling Tower Replacement	Construction	90,000	-	-	-	90,000
HCC Shower Complex Remodel	Design	12,400	-	-	-	12,400
New/Remodel HCC Facility	Concept	72,000	-	-	-	72,000
Gilfry Tunnel & Stairs Improvements	Construction	16,709	-	16,709	-	-
Public Health Clinic Remodel	Construction	38,000	-	38,000	-	-
<i>Health &amp; Human Services Total</i>		<b>229,109</b>	<b>-</b>	<b>54,709</b>	<b>-</b>	<b>174,400</b>
<b><u>Culture, Recreation, &amp; Education</u></b>						
Jordan Park Efficiency Project	Construction	70,000	-	70,000	-	-
Tomorrow River Trail & Bridge	Construction	825,000	685,012	139,988	-	-
Pit Toliets Replacement (Jordan)	Construction	70,000	-	-	-	70,000
Shooting Range Improvements	Construction	27,000	-	-	-	27,000
<i>Culture, Recreation, &amp; Education Total</i>		<b>992,000</b>	<b>685,012</b>	<b>209,988</b>	<b>-</b>	<b>97,000</b>

CAPITAL IMPROVEMENT PLAN 2014-2019

**Total 2014 Capital Projects**

19,368,447	726,012	4,482,435	13,610,000	550,000
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