DRAFT

WARREN COUNTY, NORTH CAROLINA

CAPITAL IMPROVEMENT PROGRAM

FY 2018 – FY 2022

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By

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Section I – The CIP Preparation Process

The CIP Preparation Process

Introduction

The Capital Improvement Program (CIP) is a statement of Warren County's policy regarding long-range physical development. The CIP is vital to the County because it is the principal planning tool designed to achieve growth and development. By providing a planned schedule, cost estimates, and location of public sector improvements, the CIP provides private sector decision makers with valuable information upon which to base investment decisions.

A CIP also eliminates or reduces the need for emergency/unplanned expenditures. A CIP assures that capital projects are well thought out in advance of construction, and establishes priorities in a comprehensive framework rather than through many piecemeal decisions.

In summary, the CIP provides local elected officials and the public with valuable information concerning proposed public facilities and their associated costs. Ultimately, this coordination of orderly and efficient programs of private and public investment will benefit the County.

Funding Priorities

A project will receive higher priority if one or more of the following conditions (in no particular order) apply:

- Mandated by law or official Board of County Commissioners' policy and/or goals.
- Currently funded or if specific funding sources are available.
- A separate but integral part of another project – a project whereby exclusion from the CIP diminishes the effectiveness of another project.
- Essential to the implementation of programs previously adopted by the Board of County Commissioners.
- Addresses a particular risk to public safety or health.
- Furthers the County's goals of orderly growth as set forth in the County's Comprehensive Land Use Plan.
- Totally self-supporting.
- Takes advantage of opportunities that now exist but would not be available at a later date.
- Results in more economical, efficient, or effective delivery of County services; such as projects that may have multiple uses.

Preparing Departmental Proposals

Department Heads are responsible for submitting all proposals for Capital Improvement Program Projects that fall within their jurisdiction to County Administration for consideration to be included in the CIP. This process occurs as part of the annual budget schedule.

Review and Recommendation

The County Manager will review proposals and rate them in consultation with Department Heads and the Buildings & Grounds Manager (buildings, grounds, and facilities requests) for inclusion in the CIP. Those projects ranked as Tier I based on the tier criteria outlined in the Facilities Committee Recommendation Form for New Equipment and Capital Requests will be recommended by the County Manager for inclusion in the CIP. (See form in the Forms Section).

Section II – General Information

General Information

Introduction

There are numerous ways to define a Capital Improvement Program Project. To ensure that all Department Heads have the same understanding, the following criteria should be used when determining which projects belong in the CIP:

Capital Improvement Program Major Non-Recurring Projects

CIP projects represent major non-recurring capital expenditures for the following types of projects:

- Construction, purchase, or major renovations of buildings, utility systems or other physical structures.
- Purchase of land.
- Stimulation of economic development and housing, including infrastructure improvements.
- Purchase of major capital equipment ($50,000+).
- Purchase of major computer and communications systems ($50,000+).
- Projects must have a useful life of greater than 10 years.

Capital Improvement Program Non-Major Recurring Purchases

Expenditures of $5,000+ for non-major recurring purchases of vehicles and other motorized equipment, including automobiles, trucks, lawn maintenance equipment, etc.; computers and accessories; generators; furnishings, etc. are to be included in the CIP.

Project Categories

Projects will be categorized and placed in one of the following categories in the CIP:

- Culture and Recreation – Projects that would enhance the quality of life through recreational and cultural opportunities, includes development of satellite parks in the Recreation Master Plan and recreational expansion projects.
- General County Projects – Projects related to the provision, maintenance or expansion of County buildings and facilities.
- Public Protection – Projects that improve the County's ability to protect lives, i.e. Emergency Medical Services satellite facilities.
- Technology – Projects that provide for improvements in the County's technology system.
- Water – Projects related to the expansion, maintenance or improvement of the County's public water/sewer system.
- Wastewater – Projects related to the expansion, maintenance or improvement of the County's sanitary sewage systems.

- Economic and Physical Development – Projects designed to increase the County's ability to attract and retain businesses and industries, i.e. Triangle North – Warren County industrial site.
- Vehicles/Equipment – Major/Non-Major and Recurring/Non-Recurring expenditures for vehicles and equipment that can but are not required to be a part of a CIP project.

Elements of a Capital Improvement Project

The following elements may be part of a CIP Project:

- Planning/Design: includes architecture and engineering expenditures for the initial design and plan reviews, including environmental studies to deem the property worth constructing or renovating as planned.
- Land: all expenditures relating to the acquisition of land or the preliminary preparation of land.
- Construction: all expenditures for new structures (buildings, utility systems, and related structures, and recreational facilities) including planning, feasibility, design, architectural and engineering services, construction, landscaping, and legal expenses. This category also includes major replacement or reconstruction in excess of $50,000. Major repair or maintenance projects should be included if they are of a nonrecurring nature and add significantly to the usefulness of the original structure.
- Equipment and Furnishings: all expenditures for the initial equipment, furnishing, and accessories for new or renovated structures.
- Contingency: based upon costs associated with specific projects. This should be a reasonable and customary amount.

The following elements should not be a part of a CIP Project:

- Capital expenditures that are recurring in nature, which in essence are maintenance or repair costs should not be included in the CIP. These costs should be included in the departmental operating budgets. Only those costs associated with enlarging, improving, or adding to a fixed asset should be included in the CIP.

Financing the Capital Improvement Program

Long-range capital planning eliminates or reduces the need for emergency/unplanned expenditures, assures that capital projects are well thought out in advance of construction, establishes priorities in a comprehensive framework, and aids in stabilizing the tax rate. It serves as a financial management tool to identify and set aside funds for future capital needs. Sound financial policies and procedures are vital in financing capital improvement programs. Various options to finance a capital improvement program are discussed below:

Capital Reserve Funds – a capital reserve fund is a separate accounting fund that may be established only by the governing board and that is used to accumulate or save monies for future capital projects or expenditures.

Reserve Fund Balance – allows for more flexibility than a capital reserve fund in that money must be utilized for the purpose/project identified. Fund balance reserve could possibly be set as a percentage of the general fund budget which would require a policy statement by the Board of County Commissioners.

Debt Policy – 1) General obligation debt (excluding enterprise fund debt) will not exceed 8% of the assessed valuation of the taxable property of Warren County (statutory requirement); or 2) Total debt service on tax supported debt of the County will not exceed a certain percentage of the total general fund budget. Such a policy or policies would require an adopted policy statement by the Board of County Commissioners to implement.

Contingency Reserve – establish a contingency reserve to provide for unanticipated expenditures of a non-recurring nature or to meet unexpected increases in service delivery. Criteria would need to be established for these types of requests. This reserve could be budgeted as a certain percentage of the general fund budget.

Section III – Warren County Debt Summaries (Projected)

WARREN COUNTY GENERAL FUND

GENERAL OBLIGATION AND INSTALLMENT PURCHASE

DEBT SUMMARY (PROJECTED)

GENERAL FUND

Projected for FY 18

Fiscal Year	3/4/1991 USDA 6% 500,000 Pub Impv Series 1991 Medical Facility	3/14/2003 BB&T 3.82% 2,325,000 Law Enf. Center Refinance 9/4/2008 Loan Modification New Rate 1.97% 10/1/2013	One Loan 2 Projects 10/1/2006 BB&T 3.89% 322,000 Recreaton Complex Phase I Refinanced 10/28/2008 Loan Modification New Rate 2.46% 10/1/2013	10/1/2006 BB&T 3.89% 628,000 Animal Control Shelter Refinanced 10/28/2008 Loan Modification New Rate 2.46% 10/1/2013	9/15/2006 RBC 4.16% 2,214,249 Recreation Complex Phase II	1/16/2008 BB&T 3.91% 2,428,520 Warren County Library Loan Modification New Rate 2.59% 10/1/2013	One Loan 4 Projects $669,000 5/26/2010 BB&T 4.76% 340,000 Amb. Storage Facility Loan Modification New Rate 2.97% 10/1/2013	5/26/2010 BB&T 4.76% 200,000 National Guard Armory Loan Modification New Rate 2.97% 10/1/2013	5/26/2010 BB&T 4.76% 59,000 Old Library Building Renov. Loan Modification New Rate 2.97% 10/1/2013	5/26/2010 BB&T 4.76% 70,000 Mental Health Building Renov. Loan Modification New Rate 2.97% 10/1/2013	11/10/2015 DTC REGIONS BANK 11,395,000 Limited Obligation, Series 2015 Bonds Refunding Water Bonds	5/12/2010 SOUTHERN 4.56% 610,000 New Tech High School	BB&T 1.88% 643,954 VHF Radio System Upgrade	CAPITAL BANK 1.95% 320,000 Buck Spring Projection	3.00% 3,500,000 Emergency Services Headquarters 20 year loan	Veh & Equip.	Total
17/18	34,680	157,290	23,444	45,732	173,715	183,916	27,883	16,405	4,839	5,739	672,913	55,040	70,939	67,482	131,542	416,251	2,087,809
18/19	32,880		22,916	44,702	167,574	179,723	27,210	16,009	4,722	5,600	678,113	53,185	70,939	67,482	276,063	307,733	1,954,850
19/20	19,080		22,388	43,672	161,434	175,529	26,536	15,613	4,606	5,462	677,713	51,359	70,939	67,482	270,813	95,994	1,708,619
20/21			21,860	42,642	155,293	171,336	25,863	15,217	4,489	5,323	676,913	49,476	70,939	67,482	265,563		1,572,395
21/22					75,344	167,143	25,190	14,821	4,372	5,185	675,713	47,622	70,939	33,741	260,313		1,380,382
22/23						81,999	24,517	14,425	4,255	5,046	676,213	45,768	70,939				923,161
23/24							23,844	14,029	4,138	4,908	675,963	43,921	70,939				837,741
24/25							23,171	13,632	4,021	4,769	679,963	42,059	70,939				838,554
25/26											677,963		70,939				748,902
26/27											675,213						675,213
27/28											676,713						676,713
28/29											677,213						677,213
29/30											679,913						679,913
30/31											676,631						676,631
31/32											681,406						681,406
32/33											680,481						680,481
33/34											674,031						674,031
34/35											667,231						667,231
35/36											655,081						655,081
36/37											642,138						642,138
37/38											639,013						639,013
38/39											565,344						565,344
39/40											553,669						553,669
40/41											541,813						541,813
41/42											419,188						419,188
42/43											400,500						400,500
43/44											387,000						387,000
44/45											373,500						373,500
																	0
	86,640	157,290	90,607	176,749	733,360	959,646	204,214	120,151	35,442	42,032	17,357,538	388,429	638,454	303,669	1,204,292	819,978	23,318,488
Financial Institution	USDA	BB&T	BB&T 267,355		RBC	BB&T	BB&T 401,839					Southern Bank					

As of FY 17 Assessed Value	General Fd Debt	Debt % to Assessed Value
2,486,867,624	23,318,488	0.94%

as of 8/05/2016/JRH

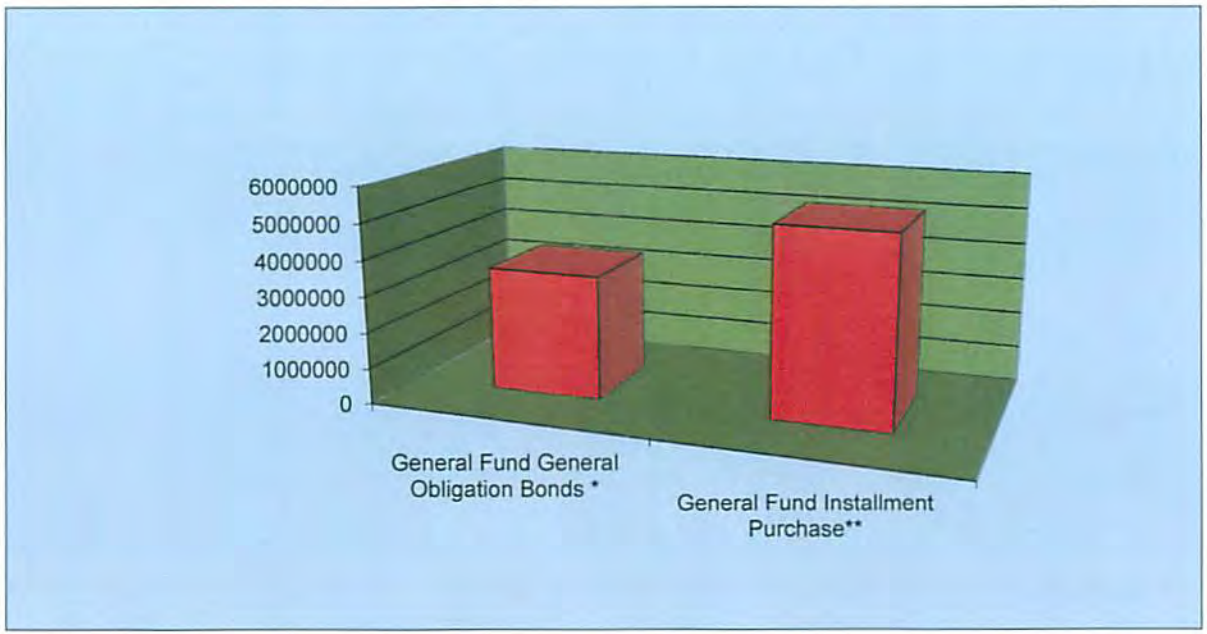
WARREN COUNTY
GENERAL FUND DEBT SERVICE SUMMARY
FY 2018-2022 (Projected)

The debt service summary shows the annual debt payments (principle and interest) associated with each debt issuance in the General Fund. This summary gives the Board some perspective of the ongoing costs associated with debt issuance as it relates to financing capital needs.

Capital Projects	2017-18	2018-19	2019-20	2020-21	2021-22
Medical Facility	34,680	32,880	19,080	0	0
Law Enforcement Center	157,290	0	0	0	0
Recreation Complex Phase I	23,444	22,916	22,388	21,860	0
Recreation Complex Phase II	173,715	167,574	161,434	155,293	75,344
Animal Control Shelter	45,732	44,702	43,672	42,642	0
Warren County Library	183,916	179,723	175,529	171,336	167,143
Ambulance Storage Facility	27,883	27,210	26,536	25,863	25,190
National Guard Armory	16,405	16,009	15,613	15,217	14,821
Mental Health Bldg. Renovations	5,739	5,600	5,462	5,323	5,185
Old Library Renovations	4,839	4,722	4,606	4,489	4,372
New Tech High School	55,040	53,185	51,359	49,476	47,622
Refunding Water Bonds	672,913	678,113	677,713	676,913	675,713
VHF Radio System Upgrade	70,939	70,939	70,939	70,939	70,939
Buck Spring Project - Phase I	67,482	67,482	67,482	67,482	33,741
Emergency Services Headquarters*	131,542	276,063	270,813	265,563	260,313
Vehicles & Equipment	416,251	307,733	95,994	0	0
TOTALS	**2,087,810**	**1,954,851**	**1,708,620**	**1,572,396**	**1,380,383**

*Estimated Debt Service for Emergency Services Headquarters

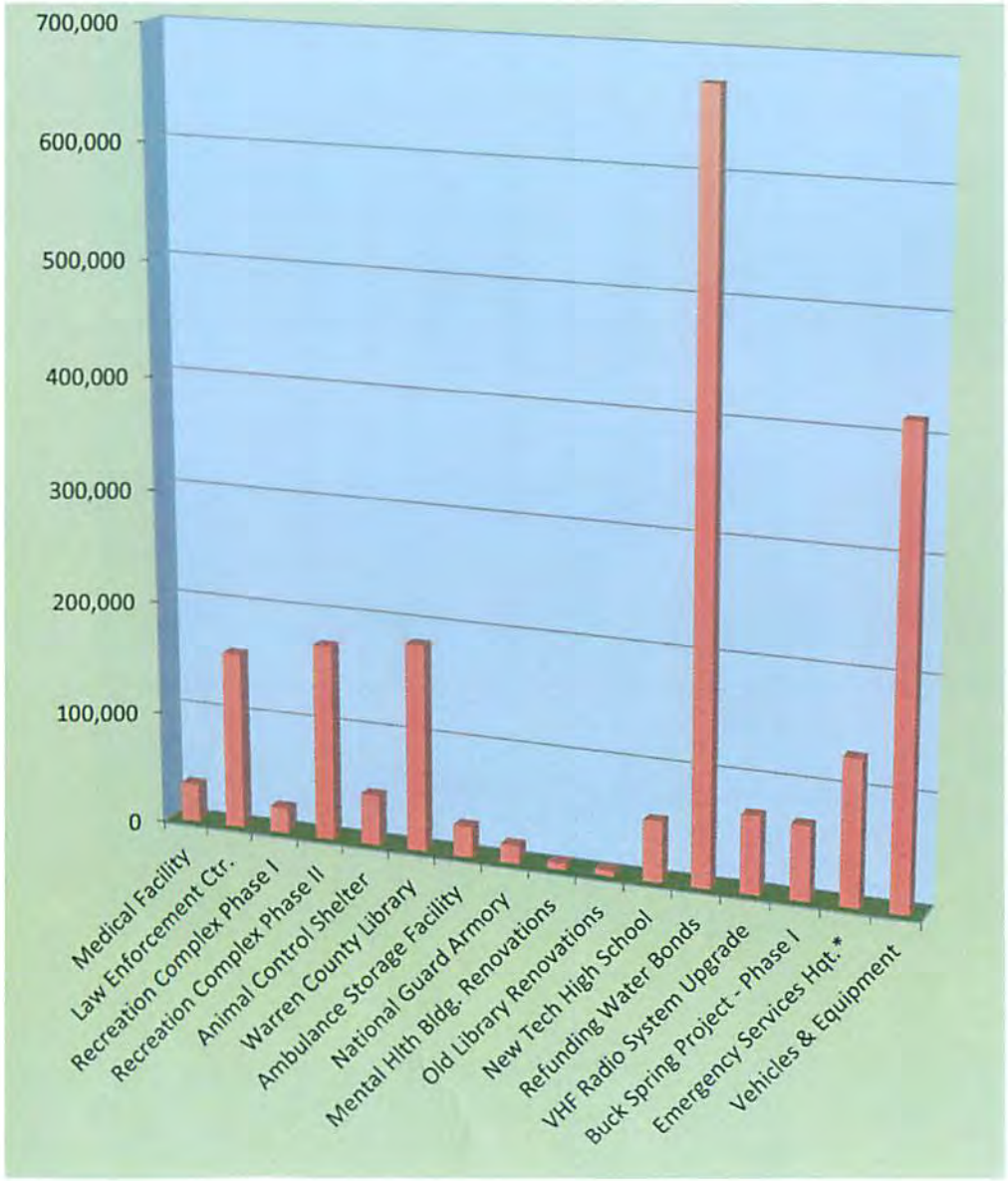
WARREN COUNTY GENERAL FUND
GENERAL OBLIGATION & INSTALLMENT PURCHASE DEBT SUMMARY
PROJECTED FOR FY 18 - 22



CATEGORY	$ AMOUNT
General Fund General Obligation Bonds *	3,468,005
General Fund Installment Purchase**	5,236,055
Total	8,704,060

*Includes Debt Service for Refunded Water Bonds
**Includes Estimated Debt Service for Emergency Services Headquarters

WARREN COUNTY GENERAL FUND
PROJECTED FY 18 DEBT SERVICE SUMMARY



CATEGORY	$ AMOUNT	%
Medical Facility	34,680	1.66%
Law Enforcement Ctr.	157,290	7.53%
Recreation Complex Phase I	23,444	1.12%
Recreation Complex Phase II	173,715	8.32%
Animal Control Shelter	45,732	2.19%
Warren County Library	183,916	8.81%
Ambulance Storage Facility	27,883	1.34%
National Guard Armory	16,405	0.79%
Mental Hlth Bldg. Renovations	5,739	0.27%
Old Library Renovations	4,839	0.23%
New Tech High School	55,040	2.64%
Refunding Water Bonds	672,913	32.23%
VHF Radio System Upgrade	70,939	3.40%
Buck Spring Project - Phase I	67,482	3.23%
Emergency Services Hqt.*	131,542	6.30%
Vehicles & Equipment	416,251	19.94%
TOTAL	$2,087,810	100.00%

*Estimated Debt Service for Emergency Services Hqt.

WARREN COUNTY ENTERPRISE FUNDS

GENERAL OBLIGATION AND INSTALLMENT PURCHASE

DEBT SUMMARY

ENTERPRISE FUNDS
General Obligation and Installment Purchase Debt
Projected for FY 2018

as of 10/26/2016

Year	Gen Obligation Bonds								Instllmt Pur	Instllmt Pur	Total Enterprise Fund
	6/1/1999 Water Bond 1,629,000 District 1 Water 4.75% REFINANCED 1,235,000 NOV 2016 REFUNDIN G, SERIES	4/15/2002 r USDA Series 2,715,000 District II Water 4.75% REFINANCED 2,240,000 NOV 2016 REFUNDING, SERIES 2015	9/28/2004 Water Series 2006A & 2006B 3,581,000 District III Water 4.75% REFINANCED 7,920,000 NOV 2016 REFUNDING, SERIES 2015 BONDS	8/13/2008 Water Series 2,009 4,957,000 District III Ph 2 Water 4.75%	FY 10 1,561,000 Ph 3 & Eaton Fe Water 3.75%	FY 10 182,572 Meter Replacement Project D I H-ARRA-09-1448 (interest free)	FY12 867,500 Waste Water Treatment Plant CS370520-04 2.46%	FY 14 233,512 Meter Replacement Project D II H-LRX-F-09-1680 (interest free)	Public Utiilities Vehicle & Equipment	Solid Waste Vehicles & Equipment	
17/18	81,575	139,175	452,163		78,425	9,129	55,857	11,676	8,794	9,771	846,564
18/19	85,175	141,975	450,963		77,563	9,129	54,872	11,676	8,794	9,771	849,917
19/20	83,575	139,575	454,563		77,700	9,129	53,888	11,676	4,397	4,886	839,387
20/21	81,975	142,175	452,763		77,800	9,129	52,903	11,676			828,420
21/22	85,375	139,575	450,763		77,863	9,129	51,919	11,676			826,298
22/23	83,125	141,325	451,763		77,888	9,129	50,934	11,676			825,839
23/24	85,875	142,825	447,263		77,875	9,129	49,950	11,676			824,591
24/25	83,375	144,075	452,513		77,825	9,129	48,965	11,676			827,557
25/26	80,875	140,075	457,013		77,738	9,129	47,980	11,676			824,485
26/27	83,375	141,075	450,763		77,613	9,129	46,996	11,676			820,626
27/28	85,625	141,825	449,263		78,450	9,129	46,011	11,676			821,978
28/29	82,625	142,325	452,263		78,213	9,129	45,027	11,676			821,256
29/30	85,825	139,475	454,613		77,938	9,129	44,042	11,676			822,697
30/31	83,794	141,506	451,331		77,625		43,058	11,676			808,990
31/32	81,519	143,006	456,881		78,275		42,073	11,676			813,430
32/33	84,244	144,331	451,906		77,850		41,089	11,676			811,095
33/34	81,794	140,481	451,756		78,388						752,419
34/35	74,344	136,631	456,256		77,850						745,081
35/36	72,069	132,781	450,231		78,275						733,356
36/37	69,713	123,794	448,631		77,625						719,763
37/38	67,356	119,988	451,669		77,938						716,951
38/39		116,181	449,163		78,175						643,519
39/40		107,375	446,294		78,338						632,007
40/41		103,750	438,063		78,425						620,238
41/42			419,188		78,438						497,626
42/43			400,500		78,375						478,875
43/44			387,000		78,238						465,238
44/45			373,500		78,025						451,525
45/46					77,738						77,738
46/47					78,375						78,375
47/48					77,900						77,900
48/49					78,350						78,350
49/50					77,688						77,688
50/51					53,950						53,950
	1,703,206	3,245,300	12,409,031		2,628,732	118,671	775,563	186,810	21,986	24,428	21,113,727

Enterprise Fund Debt

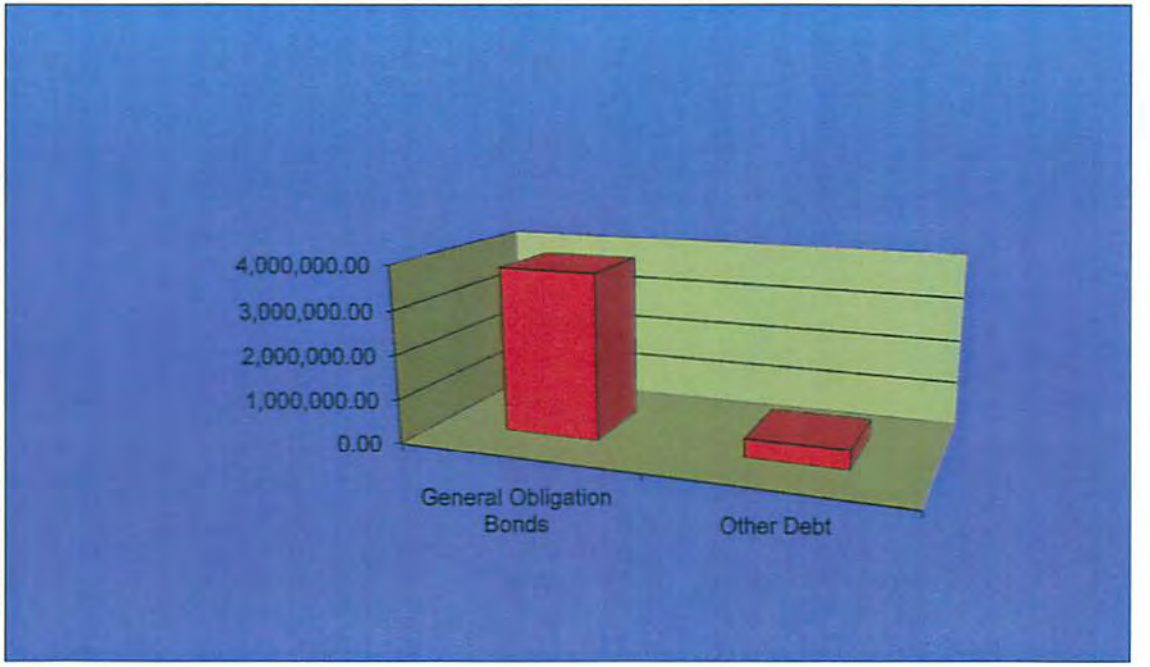
21,113,727

WARREN COUNTY ENTERPRISE FUNDS
DEBT SERVICE SUMMARY
FY 2018-2022

The debt service summary shows the annual debt payments (principle and interest) associated with each debt issuance in the Enterprise Funds. This summary gives the Board some perspective of the ongoing costs associated with debt issuance as it relates to financing capital needs.

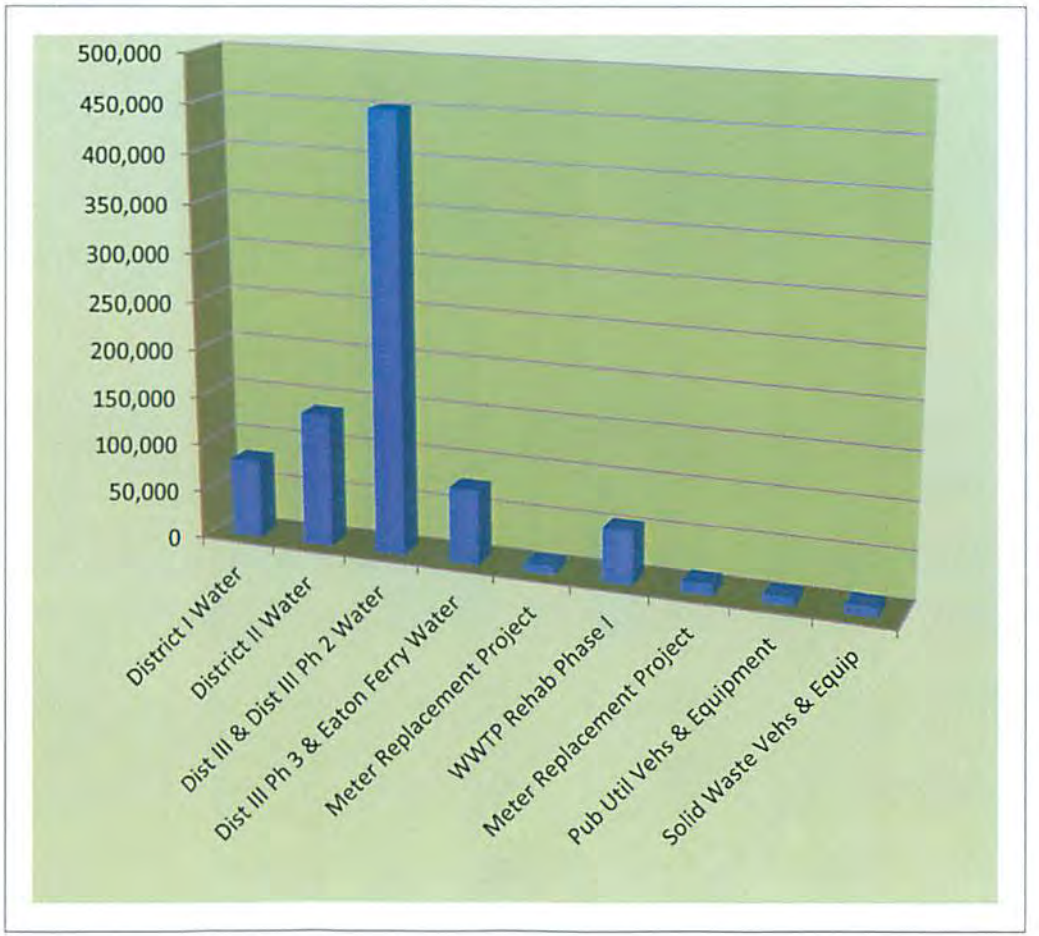
Capital Projects	2017-18	2018-19	2019-20	2020-21	2021-22
District I Water	81,575	85,175	83,575	81,975	85,375
District II Water	139,175	141,975	139,575	142,175	139,575
District III & Dist III Ph 2 Water	452,163	450,963	454,563	452,763	450763
Dist III Ph 3 & Eaton Ferry Water	78,425	77,563	77,700	77,800	77,863
Meter Replacement Project D1	9,129	9,129	9,129	9,129	9,129
WWTP Rehab Phase I	55,857	54,872	53,888	52,903	51,919
Meter Replacement Project DII	11,676	11,676	11,676	11,676	11,676
Public Utilities Vehs & Equipment	8,794	8,794	4,397	0	0
Solid Waste Vehs & Equipment	9,771	9,771	4,886	0	0
TOTALS	**846,565**	**849,918**	**839,389**	**828,421**	**826,300**

WARREN COUNTY ENTERPRISE FUNDS
GENERAL OBLIGATION & OTHER DEBT SUMMARY
FY 18-22



CATEGORY	$ AMOUNT
General Obligation Bonds	3,767,116
Other Debt	423,477
Total	4,190,593

WARREN COUNTY ENTERPRISE FUNDS
DEBT SERVICE SUMMARY
FY 18



PROJECTS	$ AMOUNT	%
District I Water	81,575	9.64%
District II Water	139,175	16.44%
Dist III & Dist III Ph 2 Water	452,163	53.41%
Dist III Ph 3 & Eaton Ferry Water	78,425	9.26%
Meter Replacement Project	9,129	1.08%
WWTP Rehab Phase I	55,857	6.60%
Meter Replacement Project	11,676	1.38%
Pub Util Vehs & Equipment	8,794	1.04%
Solid Waste Vehs & Equip	9,771	1.15%
TOTAL	$846,565	100.00%

NOTE: General Obligation Debt Refinanced 11/2016

WARREN COUNTY

TOTAL DEBT SUMMARY (PROJECTED)

WARREN COUNTY
DEBT SERVICE SUMMARY FOR ALL FUNDS
FY 2018-2022 (PROJECTED)

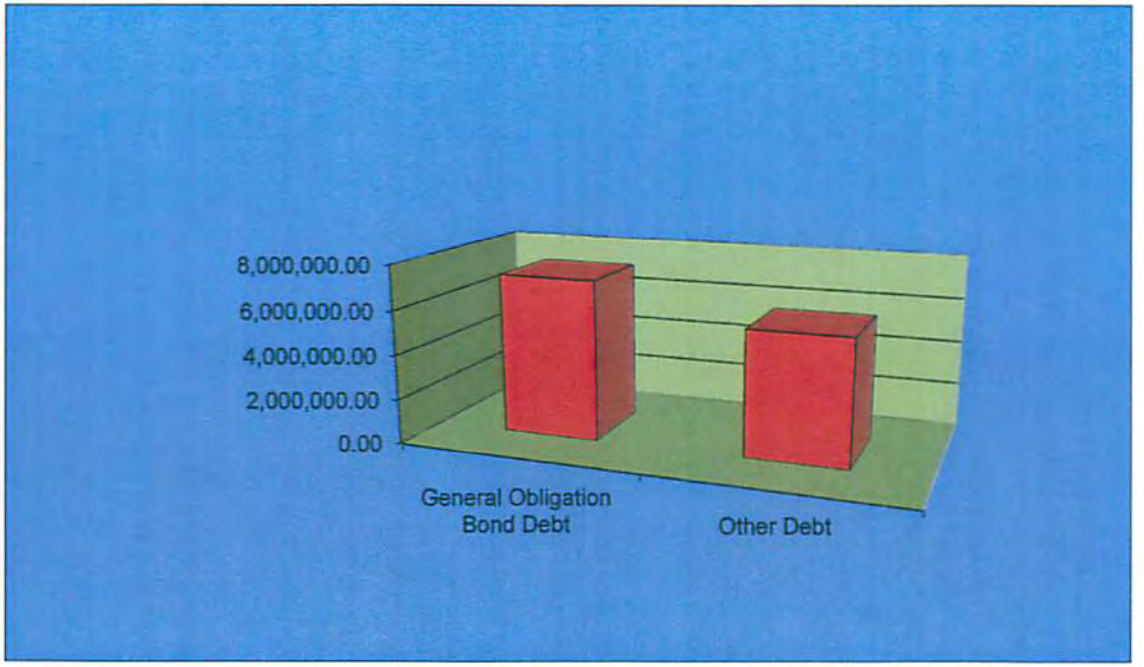
The debt service summary shows the annual debt payments (principle and interest) associated with each debt issuance in the General Fund and the Enterprise Funds. This summary gives the Board some perspective of the ongoing costs associated with debt issuance as it relates to financing capital needs.

DEBT TYPE	2017-18	2018-19	2019-20	2020-21	2021-22
General Fund General Obligation Bonds*	707,593	710,993	696,793	676,913	675,713
General Fund Installment Purchase Financing**	1,380,217	1,243,857	1,011,826	895,482	704,669
Enterprise Funds General Obligation Bonds	751,338	755,676	755,413	754,713	753,574
Enterprise Funds - Other Debt	95,227	94,242	83,976	73,708	72,724
TOTALS	**2,934,375**	**2,804,768**	**2,548,008**	**2,400,816**	**2,206,680**

*Includes Debt Service for Refunded Water Bonds

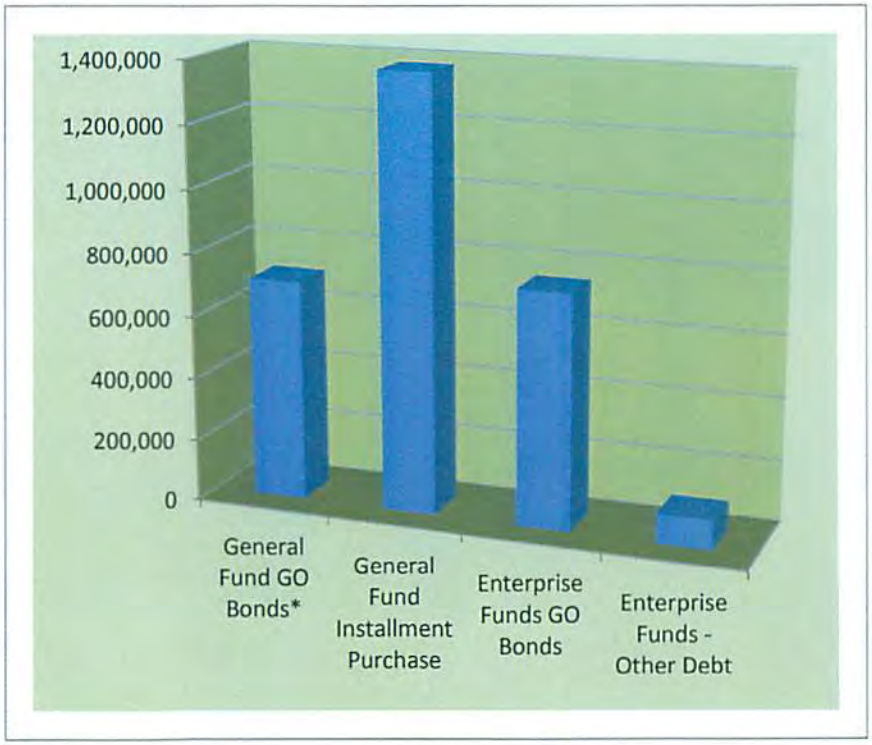
** Includes Estimated Debt Service for Emergency Services Headquarters

WARREN COUNTY
DEBT SERVICE SUMMARY FOR ALL FUNDS
FY 2018-2022 (PROJECTED)



CATEGORY	$ AMOUNT
General Obligation Bond Debt	7,238,719
Other Debt	5,655,928
Total Debt	12,894,647

WARREN COUNTY
DEBT SERVICE SUMMARY FOR ALL FUNDS
Projected for FY 2018

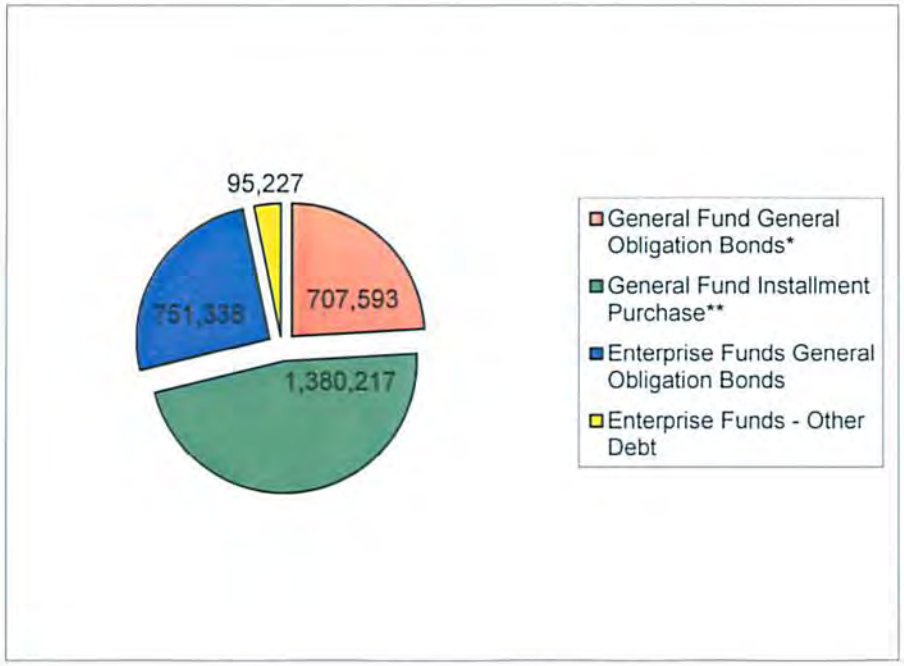


DEBT TYPE	$ AMOUNT	%
General Fund GO Bonds*	707,593	24.11%
General Fund Installment Purchase	1,380,217	47.04%
Enterprise Funds GO Bonds	751,338	25.60%
Enterprise Funds - Other Debt	95,227	3.25%
TOTAL	**$2,934,375**	**100.00%**

Key:
GO = General Obligation

*Includes Debt Service for Refunded Water Bonds

WARREN COUNTY
TOTAL DEBT ALL FUNDS
Projected for FY 2018



CATEGORY	$ AMOUNT	%
General Fund General Obligation Bonds*	707,593	24%
General Fund Installment Purchase**	1,380,217	47%
Enterprise Funds General Obligation Bonds	751,338	26%
Enterprise Funds - Other Debt	95,227	3%
TOTAL	$2,934,375	100.00%

*Includes Debt Service for Refunded Water Bonds

**Includes Estimated Debt Service For Emergency Services Headquarters

Section IV – Warren County FY 18-22 Proposed CIP Projects

WARREN COUNTY GENERAL FUND

PROPOSED CAPITAL PROJECTS

FY 2018 - 2022

WARREN COUNTY GENERAL FUND PROPOSED FY 2018-2022 CAPITAL PROJECTS

These projects meet or exceed the capital projects threshold of $50,000 or more.

DEPARTMENT #	DEPARTMENT	PROJECT CATEGORY	DESCRIPTION OF PROJECT	FUNDING SOURCE	TOTAL COST	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
10-4140	**Tax Assesspr**	Technology	Computer Assisted Mass Appraisal System	General Fund	$90,000	$45,000	$45,000			
10-4144	**Tax Collection**	Technology	Billing & Collections System	General Fund	$90,000	$45,000	$45,000			
				SUBTOTAL	**$180,000**	**$90,000**	**$90,000**	**$0**	**$0**	**$0**
10-4160	**Court Facilities**	General	Accoustical Treatment Sup Ct Rm	General Fund	$50,000	$50,000				
				SUBTOTAL	**$50,000**	**$50,000**	**$0**	**$0**	**$0**	**$0**
10-4260	**Buildings & Grounds**	General	Current EMS Base Renovation for Office Space	General Fund	$200,000		$200,000			
				SUBTOTAL	**$200,000**	**$0**	**$200,000**	**$0**	**$0**	**$0**
10-4326	**Emergency Medical Services**									
		Equipment	Defibrillators	Lease Purchase	$50,000	$50,000				
		Vehicles	EMS Unit Replacement & Equip Upgrade	Installment Purchase Financing	$200,000	$200,000				
		Equipment	Pharmaceutical Dispensers	Installment Purchase Financing	$100,000	$100,000				
		Public Protection	New EMS HQ Facility/Furn/Equip	Gen Fund & USDA Loan	$4,500,000	$4,500,000				
		Equipment	Defibrillators	Lease Purchase	$50,000		$50,000			
		Vehicles	EMS Unit Replacement & Equip Upgrade	Installment Purchase Financing	$210,000		$210,000			
		Vehicles	QRV & Equipment (Lake)	Installment Purchase Financing	$115,000		$115,000			
		Equipment	Defibrillators	Lease Purchase	$50,000			$50,000		
		Public Protection	EMS Satellite Facility #4 Oine	Installment Purchase Financing	$650,000			$650,000		
		Vehicles	New EMS Unit - Oine Satellite	Installment Purchase Financing	$300,000			$300,000		
		Vehicles	EMS Unit Replacement & Equip Upgrade	Installment Purchase Financing	$220,000			$220,000		
		Equipment	Defibrillators	Lease Purchase	$50,000				$50,000	
		Public Protection	EMS Satellite Facility #5	Installment Purchase Financing	$600,000				$600,000	
		Vehicles	New EMS Unit - Satellite Facility #5	Installment Purchase Financing	$300,000				$300,000	
		Equipment	Defibrillators	Lease Purchase	$50,000					$50,000
		Vehicles	QRV Replacement & Equipment Upgrade	Installment Purchase Financing	$115,000					$115,000
		Vehicles	EMS Unit Replacement & Equip Upgrade	Installment Purchase Financing	$230,000					$230,000
				SUBTOTAL	**$7,790,000**	**$4,850,000**	**$375,000**	**$1,220,000**	**$950,000**	**$395,000**
10-5100	**Health Department**									
		Equipment	Replace Generator	General Fund	$75,000			$75,000		
		General	Roof Replacement	General Fund	$50,000				$50,000	
				SUBTOTAL	**$125,000**	**$0**	**$0**	**$75,000**	**$50,000**	
10-5300	**Dept. of Social Services**	General	Water Source HVAC Replacements	General Fund	$250,000	$50,000	$100,000	$100,000		
				SUBTOTAL	**$250,000**	**$50,000**	**$100,000**	**$100,000**	**$0**	**$0**
			TOTAL ANNUAL CAPITAL COSTS:		**$8,595,000**	**$5,040,000**	**$765,000**	**$1,395,000**	**$1,000,000**	**$395,000**

WARREN COUNTY GENERAL FUND

PROPOSED NON-MAJOR RECURRING CAPITAL PROJECTS

FY 2018 - 2022

WARREN COUNTY GENERAL FUND PROPOSED FY 2018-2022 NON-MAJOR RECURRING CAPITAL PURCHASES

These projects meet or exceed the threshold of $5,000+ for non-major recurring capital purchases.

DEPARTMENT #	DEPARTMENT	PROJECT CATEGORY	DESCRIPTION OF PROJECT	FUNDING SOURCE	COST	2018	2019	2020	2021	2022
10-4122	**Fleet**	Vehicles	Fleet Expansion	Installment Purchase Financing	$30,000		$30,000			
				SUBTOTAL	**$30,000**	**$0**	**$30,000**	**$0**	**$0**	**$0**
10-4140	**Tax Assessor**	Technology	CAMA Software Maintenance	General Fund	$80,000		$20,000	$20,000	$20,000	$20,000
10-4144	**Tax Collection**	Technology	Billing/Collection Software Maintenance	General Fund	$60,000		$15,000	$15,000	$15,000	$15,000
				SUBTOTAL	**$140,000**	**$0**	**$35,000**	**$35,000**	**$35,000**	**$35,000**
					# of Vehicles	2	1	1		
10-4260	**Buiildings & Grounds**	Vehicles	Replacement Vehicles		$105,000	$50,000	$25,000	$30,000		
				SUBTOTAL	**$105,000**	**$50,000**	**$25,000**	**$30,000**	**$0**	**$0**
10-4310	**Sheriff's Department**		Replacement Vehicles	Installment Purchase Financing	# of Vehicles	3	2	3	3	2
		Vehicles	Vehicle Cost		$325,000	$75,000	$50,000	$75,000	$75,000	$50,000
		Equipment	Vehicle Equipment	Installment Purchase Financing	$84,500	$19,500	$13,000	$19,500	$19,500	$13,000
				SUBTOTAL	**$409,500**	**$94,500**	**$63,000**	**$94,500**	**$94,500**	**$63,000**
10-4320	**Detention Center**	Vehicles	Replacement Transport Van	Installment Purchase Financing	$16,500				$16,500	
				SUBTOTAL	**$16,500**	**$0**	**$0**	**$0**	**$16,500**	**$0**
10-4330	**Emergency Medical Ser**	Equipment	Generator EMS Satellite #4 Oine	General Fund	$15,000			$15,000		
		Vehicles	Replacement of Ford Expedition	Installment Purchase Financing	$30,000				$30,000	
		Equipment	Generator EMS Satellite #5	Installment Purchase Financing	$15,000				$15,000	
				SUBTOTAL	**$60,000**	**$0**	**$0**	**$15,000**	**$45,000**	**$0**
10-4380	**Animal Control**	Vehicles	Replacement Truck	Installment Purchase Financing	$27,000	$27,000				
		General	Storage Building	General Fund	$6,000	$6,000				
		General	Bldg & Parking Lot Repairs	General Fund	$10,000		$10,000			
				SUBTOTAL	**$43,000**	**$33,000**	**$10,000**	**$0**	**$0**	**$0**
10-4920	**Economic Development**	Vehicles	Replacement Vehicle	Installment Purchase Financing	$25,000		$25,000			
				SUBTOTAL	**$25,000**	**$0**	**$25,000**	**$0**	**$0**	**$0**
10-5100	**Health Department**	Vehicles	Hlth Fleet Vehicle Replacements	Installment Purchase Financing	$93,000	$18,000	$18,000	$19,000	$19,000	$19,000
		Vehicles	Environ Hlts Veh Replacement	Installment Purchase Financing	$20,000			$20,000		
		Technology	Replacement Server	General Fund	$5,200				$5,200	
				SUBTOTAL	**$118,200**	**$18,000**	**$18,000**	**$39,000**	**$24,200**	**$19,000**
10-5300	**Social Services**	Vehicles	Replacement Vehicles	Installment Purchase Financing	# of Vehicles	1	1	1		1
		Vehicles	Vehicle Cost		$85,000	$20,000	$20,000	$20,000		$25,000
		Technology	Server	General Fund	$20,000			$20,000		
				SUBTOTAL	**$105,000**	**$20,000**	**$20,000**	**$40,000**	**$0**	**$25,000**
10-5580	**Senior Center**	General	Roof Repairs-Cafeteria Bldg.	General Fund	$15,000	$15,000				
		General	Building Repairs/Window Replacement	General Fund	$40,000	$20,000	$20,000			
		General	Parking Lot Repairs	General Fund	$10,000		$10,000			
				SUBTOTAL	**$65,000**	**$35,000**	**$30,000**	**$0**	**$0**	**$0**
10-6110	**Library**	General	Parking Lot Repairs	General Fund	$10,000	$10,000				
				SUBTOTAL	**$10,000**	**$10,000**	**$0**	**$0**	**$0**	**$0**
10-6120	**Parks & Recreation**	Recreation	Resurface Tennis & BB Cts Soul City	Gen Fund & Grant	$32,000	$32,000				
		Recreation	Resurface BB Ct Complex	General Fund	$10,000				$10,000	
		Vehicles	Replacement Vehicle	Installment Purchase Financing	$22,000	$22,000				
		Equipment	Zero Turn Mower		$8,000	$8,000				
				SUBTOTAL	**$72,000**	**$62,000**	**$0**	**$0**	**$10,000**	**$0**
			TOTAL ANNUAL COSTS:		**$1,199,200**	**$322,500**	**$256,000**	**$253,500**	**$225,200**	**$142,000**

WARREN COUNTY

WATER & SEWER DISTRICTS ENTERPRISE FUNDS

PROPOSED CAPITAL PROJECTS

FY 2018 - 2022

WARREN COUNTY WATER & SEWER ENTERPRISE FUNDS PROPOSED FY 2018-2022 CAPITAL PROJECTS

These projects meet or exceed the capital threshold of $50,000 or more.

NOTE: Funding Source for water/sewer capital projects will be explored through USDA, NC Div of Water Resources, CDBG, NC Rural Economic Dev Center, and others as identified by Staff and Engineers.

DEPARTMENT #	FUND	PROJECT CATEGORY	DESCRIPTION OF PROJECT	FUNDING SOURCE	TOTAL COST	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
62-Regional	Water/Sewer Enterprise Funds	Water	One MGD Elevated Storage Tank	Loan/Grant	$2,200,000	$2,200,000				
	Water/Sewer Enterprise Funds	Wastewater	Soul City Force Main Replacement	Loan/Grant	$1,700,000		$1,700,000			
	Water/Sewer Enterprise Funds	Wastewater	Pleasant Hill Pump Station Rehab	Loan/Grant	$185,000		$185,000			
73- District III	Water/Sewer Enterprise Funds	Water	Private Subdivision Water Line	Loan/Grant	$500,000		$500,000			
				SUBTOTAL	**$4,585,000**	**$2,200,000**	**$2,385,000**	**$0**	**$0**	**$0**
Proposed Economic Development Projects										
	Water/Sewer Enterprise Funds	Water/Wastewater	W/S I-85 Wise Interchange	Loan/Grant	$1,000,000		$1,000,000			
	Water/Sewer Enterprise Funds	Water/Wastewater	Ridgeway/Drewry I-85 Interchange	Loan/Grant	$2,000,000			$2,000,000		
				SUBTOTAL	**$3,000,000**	**$0**	**$1,000,000**	**$2,000,000**	**$0**	**$0**
			TOTAL ANNUAL W/S CAPITAL COSTS:		**$7,585,000**	**$2,200,000**	**$3,385,000**	**$2,000,000**	**$0**	**$0**

WARREN COUNTY

WATER & SEWER DISTRICTS ENTERPRISE FUNDS

PROPOSED NON-MAJOR RECURRING CAPITAL PROJECTS

FY 2018 - 2022

WARREN COUNTY WATER & SEWER ENTERPRISE FUNDS PROPOSED FY 2018-2022 NON-MAJOR RECURRING CAPITAL PURCHASES

These projects meet or exceed the threshold of $5,000+ for non-major recurring capital purchases.

DEPARTMENT #	FUND	PROJECT CATEGORY	DESCRIPTION OF PROJECT	FUNDING SOURCE	TOTAL COST	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
All Districts	Water/Sewer Enterprise Funds		Replacement Vehicles	Enterprise Funds	# of Vehicles	1		1		
		Vehicles	Vehicle Cost		$50,000	$25,000		$25,000		
				SUBTOTAL	$50,000	$25,000	$0	$25,000	$0	$0
			TOTAL ANNUAL COSTS:		$50,000	$25,000	$0	$25,000	$0	$0

WARREN COUNTY

SOLID WASTE ENTERPRISE FUND

PROPOSED CAPITAL PROJECTS

FY 2018 - 2022

WARREN COUNTY SOLID WASTE ENTERPRISE FUND PROPOSED FY 2018-2022 CAPITAL PROJECTS

These projects meet or exceed the capital threshold of $50,000 or more.

DEPARTMENT #	DEPARTMENT	PROJECT CATEGORY	DESCRIPTION OF PROJECT	Funding Source	COST	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
66-4720	**Solid Waste**	Equipment	Replace Compactor and Hopper at Transfer Station	Solid Waste Fund	$80,000	$80,000				
				SUBTOTAL	**$80,000**	**$80,000**	**$0**	**$0**	**$0**	**$0**
			TOTAL ANNUAL COSTS:		**$80,000**	**$80,000**	**$0**	**$0**	**$0**	**$0**

WARREN COUNTY

SOLID WASTE ENTERPRISE FUND

PROPOSED NON-MAJOR RECURRING CAPITAL PROJECTS

FY 2018 - 2022

WARREN COUNTY SOLID WASTE ENTERPRISE FUND PROPOSED FY 2018-2022 NON-MAJOR RECURRING CAPITAL PROJECTS

These projects meet or exceed the threshold of $5,000+ for non-major recurring capital purchases.

DEPARTMENT #	DEPARTMENT	PROJECT CATEGORY	DESCRIPTION OF PROJECT	Funding Source	COST	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
66-4720	**Solid Waste**		Replacement Tks with Tommy Lift	Solid Waste Fund	# of Vehicles		1	1		
		Vehicles	Vehicle Cost		$62,000		$31,000	$31,000		
		General	Replace Shop Roof at Transfer Station	Solid Waste Fund	$8,000		8,000			
				SUBTOTAL	**$70,000**	**$0**	**$39,000**	**$31,000**	**$0**	**$0**
			TOTAL ANNUAL COSTS:		**$70,000**	**$0**	**$39,000**	**$31,000**	**$0**	**$0**

Section V – Warren County Capital Improvement Program Forms

C

DEPARTMENT_____

WARREN COUNTY
CAPITAL PURCHASE JUSTIFICATION FORM
FISCAL YEAR _____

Capital Purchase Request	Expansion (Y) (N)	Replacement SN#	Justification	Committee Recommendation

BUDGET LINE ITEM INFORMATION:

Account Number: _____ Amount: _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

Total Cost of Request(s): $_____

Will the County receive any reimbursement (revenues) for request(s)? _____. If so, please identify the source, the revenue line item, and the amount.

Revenue line item#: _____ **Revenue Amount:** _____

Submitted by: _____ **Date:** _____

E

WARREN COUNTY
NEW EQUIPMENT REQUEST FORM
FISCAL YEAR _____

Equipment Requested	Replacement SN#	Condition	Justification

BUDGET LINE ITEM INFORMATION:

Account Number: _____ Amount: _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

Total Cost Request(s): $_____

Will the County receive any reimbursement (revenues) for request(s)? _____. If so, please identify the source, the revenue line item, and the amount.

Revenue line item#: _____ Revenue Amount: _____

Submitted by: _____ Date: _____

T

WARREN COUNTY
TECHNOLOGICAL REQUEST FORM
FISCAL YEAR _____

Technological Request	Replacement SN#	Condition	Justification

BUDGET LINE ITEM INFORMATION:

Account Number: _____ Amount: _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

Total Cost Request(s): $_____

Will the County receive any reimbursement (revenues) for request(s)? _____. If so, please identify the source, the revenue line item, and the amount.

Revenue line item#: _____ Revenue Amount: _____

Submitted by: _____ Date: _____

V

WARREN COUNTY
VEHICLE REQUEST FORM
FISCAL YEAR _____

Vehicle(s) Request	Fleet Expansion (Y) (N)	Replacement SN#	Justification (mileage, condition, garage records)	Committee Recommendation

BUDGET LINE ITEM INFORMATION:

Account Number: _____ Amount: _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

Total Cost of Request(s): $_____

Will the County receive any reimbursement (revenues) for request(s)? _____. If so, please identify the source, the revenue line item, and the amount.

Revenue line item#: _____ Revenue Amount: _____

Submitted by: _____ Date: _____

FACILITIES COMMITTEE RECOMMENDATIONS
FY _____ NEW EQUIPMENT REQUESTS

Department	Request	Expense	Tier	Justification	Points

FACILITIES COMMITTEE RECOMMENDATIONS
FY _____ CAPITAL REQUESTS

Department	Request	Expense	Tier	Justification	Points

TIER CRITERIA

Tier I (5 points) – Must meet at least three criteria

A. Replacement of existing equipment. Essential to operation of department and impact on safety.
B. Any mandates (state, local, etc.) that equipment would meet
C. How the request if granted would maintain current service levels
D. How the request would affect the operating budget of the Department

Tier II (3 points)

A. Service or access to services improvement
B. Meets only two criteria of Tier I
C. Impact on efficiency

Tier III (1 point)

A. An expansion item that does not have an impact on the service or access to service improvement