



Washington County Capital Improvement Plan



2023-2028

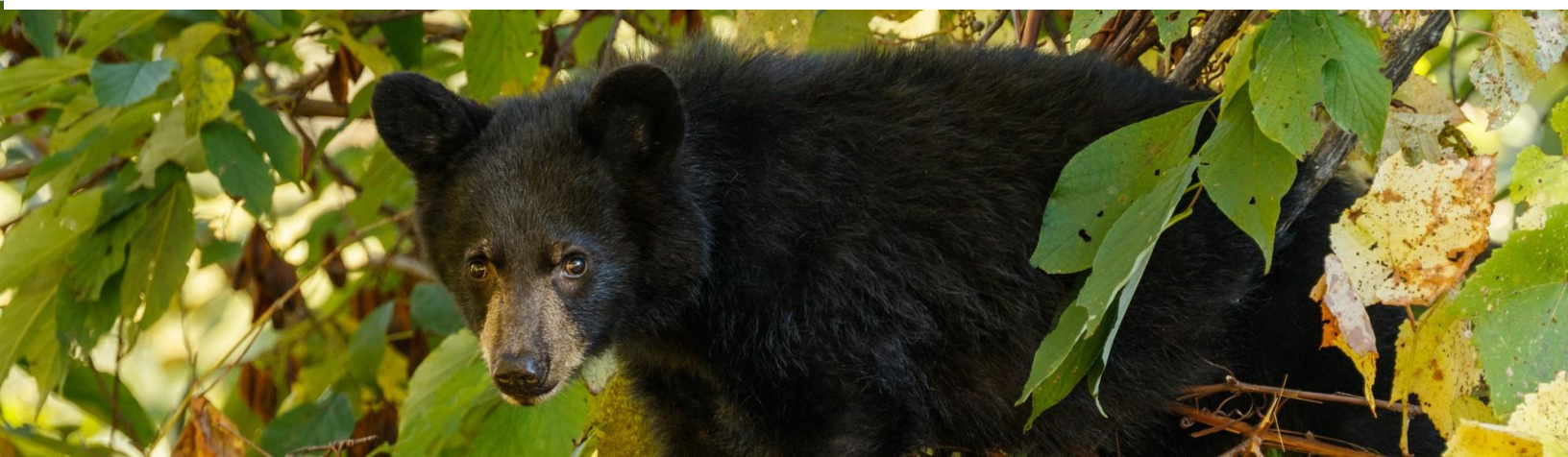


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INTRODUCTION: CAPITAL IMPROVEMENT PLANNING

Long Term Capital Planning is a Critical Component for Forecasting and Better Managing Revenues & Cash Flows, as well as Large or Long-Term Project & Debt Expenses.

WHAT IS A CIP?

A Capital Improvement Plan (CIP) is formally adopted list of identified capital project and acquisition needs that cover multiple years, identifies financing strategies and alternatives, and is periodically reviewed and updated.

The CIP:

- Discloses cost or expenditure estimates
- Identifies probable sources of financing
- Evaluates, prioritizes and schedules projects and acquisitions
- Estimates the potential impact of projects and acquisitions on the operating budget when possible

A CIP is essentially a long-term plan. **Projects and acquisitions in the first year of the CIP forecast period become the capital budget for that budget year.** Most capital project or acquisition requests initially enter the CIP in one of the later planning years (that is, the fourth or fifth year) of the forecast period and then progress towards completion. This process creates a system for prioritized approval and completion of capital projects that supports strategic planning, fiscal responsibility, and overall transparency and accountability.

Capital projects are defined as investments in non-disposable items exceeding \$5,000 in cost.

WHY LONG-TERM PLANNING?

Long-term capital planning has three key benefits.

First is cash flow planning. Counties have limited ability to adjust revenues and doing so often requires significant advance planning and/or can be politically difficult. This creates an institutional bias toward stability or incremental changes in revenue. Capital expenditures, in contrast, are large and can vary significantly from year to year. Tools, such as debt, can be used to smooth the cash flow requirements of capital expenditures, but successful, long-term utilization of a government's debt capacity requires careful planning. Further, some forms of financing can require significant lead time to put in place, such as revenue bonds, or specifically targeted grants, and may only be available on an intermittent basis.

Second, the process forces prioritization to assist in assuring that limited resources are allocated to those projects supported by political consensus. When considering a specific project proposal, governing bodies must consider it in relationship to other potential expenditures often asking the question: "what are the tradeoffs?" This question can only effectively be responded to in the context of long-range capital planning, which provides an opportunity to understand which projects are planned, the financial resources demanded, and how changes impact other projects.

Third, the plan provides opportunities to both manage expectations and measure performance. By accumulating all of the project activity into a single source document that describes the expected timing and expense of the planned projects, the CIP provides visibility into project details for project proponents and supporters. It also assists in communicating the impact of operational and fiscal constraints on the timing and complexity of the project. It provides responses to questions such as: "when will this project be done?"

What will this project cost? And, in part why can't this get done earlier or how can it get done earlier? Further, if a project keeps sliding back on the schedule, the CIP will highlight what is happening and provide clues to potential causes, which can be used to plan and implement more efficient or cost-effective solutions.

In addition to these key benefits, long range planning through CIP formation and adoption assists in coordinating dependent or related projects, facilitates personnel workload planning and/or staffing needs analysis, and provides a vehicle to see infrastructure investments planned in response to changing community needs or conditions. (for example: additional water capacity in the face of residential housing growth)

Financial Planning

A local government in a fast-growing region may have to rely heavily on debt and certain pay-as-you-go sources, such as facility fees, to finance the infrastructure needed to accommodate growth. On the other hand, local governments in areas where growth is limited or nonexistent are less likely to rely on debt and more likely to rely on certain other pay-as-you-go sources such as annual revenues earmarked for capital purposes, capital reserves and state grants and loans.

Some benefits of Financial Planning through a CIP include:

- Achieve a balance between the use of cash reserves and debt financial resources
- Protect and improve a local government's bond rating
- State grants and low interest loan programs give priority points for an adopted CIP
- Use a variety of financing sources to support the CIP – diversification
- Enables officials to realistically foresee emerging capital needs and estimate project costs
- Allow adequate time to plan projects and arrange financing on more preferred terms

Operational Planning

The impact of CIP projects and acquisitions on present and future operating budgets can be significant. Projects can add recurring expenditures and new positions, possibly creating the need to increase revenues to offset the new operating expenditures. The impact of capital projects and acquisitions on the operating budget is too often overlooked due to timing and uncertainty.

Some operational impacts that the CIP identifies and provides for include:

- New positions and additional program or operating expenses
- Workload associated with support personnel to manage the various capital projects
- Annual debt service on new debt issuance

Accountability Benefits

The value of a CIP for communicating the progress of on-going and long-term projects and acquisitions is essential for providing information for economic development purposes and to respond to constituent inquiries.

- What economic development or other projects are on the list and when will they occur?
- Where is the county investing in public services like water capacity expansion, health & human services, emergency and law enforcement services, recreation, etc.?
- What is the status of a specific project constituents are interested in?
- What is the overall progress of the CIP?
- How will cash flow and debt management needs be addressed on larger projects?

CIP PROCESS

The steps in the CIP process generally mimic the steps followed in preparing the operating or annual budget. The process usually includes the following steps:

Formulate, review and approve goals and policies – Local governing boards usually hold retreats to review, update and approve policies and goals to guide capital budgeting.

Identify needs – Typically during the fall, Department Heads review programmed projects and assess current capital needs for the upcoming budget year.

General Guidelines for Equipment Replacement

Pickups & Vans	10 years or 150,000 miles
Patrol Cars	5 years or 90,000 miles
Buses	15 years or 150,000 miles
Other Cars	12 years or 150,000 miles
Aerials (Public Works)	15 years or 100,000 miles
Aerials (Fire/Rescue)	25 years
Special Purpose Trucks (Emergency Management)	25 years
Special Purpose Trucks (Utilities)	8 years or 60,000
Trailers	15 years
Small Dump Trucks	10 years or 80,000 miles
Large Dump Trucks	12 years or 80,000 miles
Tractors	15 years or 5,000 hours
Leaf Machines	12 years or 3,000 hours
Ambulance	8 years
Computer Hardware/Software	3 – 5 years
Commercial Well Pumps	10 years

Determine costs – County staff work together to determine:

1. the full extent of project costs based on scope, timing, ongoing operational costs, land acquisition, etc.
2. the best method for financing proposed projects which may include:
 - Grants
 - Debt Financing
 - Facility/User Fees
 - Pay as-you-go (from General Fund or other specific Funds)

This process is applied to new projects and projects previously programmed in the Capital Plan to ensure the most accurate cost estimates are budgeted and any operational impacts are identified.

Prioritize – Once projects are selected, costs determined and a funding strategy is identified, the County Manager meets with each department head to review project forecasts and prioritize the result. The following criteria are considered in the prioritization of capital projects:

- Ensures community health, welfare or safety
- Externally mandated
- Ties to the County's goals
- Demanded due to growth or service improvement
- Competing opportunity costs

- Age and condition of infrastructure/equipment
- Est. Costs vs. Overall Benefit
- Availability of funding
- Staffing capacity/resources

Adopt Capital Improvement Plan – Typically in the spring, the County Manager presents a Proposed Capital Improvement Plan to the Board of Commissioners. The projects are refined and reprioritized during budget workshops and the formal Plan is adopted.

Ongoing Monitoring – Authorized capital projects are monitored to determine if timelines and milestones are being met and if financial transactions follow the adopted budget. Periodic status reports are provided to the Board of Commissioners.

WHAT THIS CIP CONTAINS

On the following pages we have assembled a comprehensive CIP that shows previously approved projects as well as new requests. The result of this intense analysis of not only new requests but also previously approved projects demonstrates to the Board of Commissioners as well as our citizens the investment that is being made to maintain vital infrastructure and “PLAN” for future needs.

It is also vitally important to know what this CIP is not – and that is a perfect prediction of our needs. As acknowledged in current bid costs, the estimates made in a long-term plan are not the same as a project that has been fully designed and engineered. Therefore, it is important that staff continually keep this CIP updated with new estimates as the year for funding approaches. In other words, a CIP is not a static document that once approved is placed on a shelf and only looked at during the Budget Process; it is a constantly changing document that must be flexible to incorporate updated costs and unforeseen needs.

UNDERSTANDING PROJECT SCORING

Below is an explanation of how projects are typically categorized and/or scored.

PROJECT TYPE

Maintenance/Replacement: projects that provide for the maintenance of existing systems and equipment.

Existing Programs Expansion: projects which enhance the existing systems and programs allowing for expansion of existing services.

New Program: projects that allow for expansion into new programs and services.

PRIORITY

Priority 1 - Imperative - (must do) - corrects a danger to public health & safety, meets legal obligations, alleviates immediate service/facility deficiencies, or prevents irreparable damage.

Other criteria used in scoring this priority: Project mandated by local, state, or federal regulations, is a high priority of the Board, and/or substantially reduces losses or increases revenues.

Priority 2 - Essential - (should do) - rehabilitates/replaces obsolete facilities, stimulates economic growth, reduces operating costs, leverages State/Federal funding.

Other criteria used in scoring this priority: Project maintains existing service levels, results in better efficiency or service delivery, reduces operational costs, and/or improves work force morale.

Priority 3 - Important - (could do) - provides new or expanded service, promotes intergovernmental cooperation, reduces energy consumption, enhances cultural or natural resources.

USEFUL LIFE

Indicates the **number of years** the project or unit can function without replacement or rehabilitation.

Capital Improvement Project List

	PAGE	CODE	Department	Project Title	Score	FY 23/24	FY 24/25	FY 25/26	FY 25/27	FY 25/28	Total		
	Unfunded Projects	1	A1	Airport	Automated Weather Observation Station	2		\$ 50,000.00	\$ 250,000.00			\$ 300,000.00	
2		A2	Airport	Utility Vehicle	2	\$ 19,000.00					\$ 19,000.00		
3		A3	Airport	Fuel Master	1	\$ 15,000.00					\$ 15,000.00		
4		A4	Airport	Kubota Zero-Turn Mower with 72" deck	2	\$ 25,400.00					\$ 25,400.00		
5		CMO3	County Manager's Office	Courthouse Stormwater Repair	1	\$ 120,000.00					\$ 120,000.00		
6		CMO4	County Manager's Office	Admin Vehicle Replacement	2	\$ 70,000.00					\$ 70,000.00		
7		BOE1	Board of Education	PK12 School	2	\$ 13,500,000.00	\$ 40,000,000.00				\$ 53,500,000.00		
8		DSS3	Department of Social Services	Shingle Roof Replacement w/ flat roof tie ins	2	\$ 71,158.00					\$ 71,158.00		
9		ED1	Economic Development	New Commercial/Industrial Economic Development Site	2		TBD				\$ -		
10		EM5	Emergency Management	Helipad	3	\$ 30,000.00					\$ 30,000.00		
11		EMS1	Emergency Medical Services	P25 Compliant Radios (Transport)	3	\$ 23,146.50					\$ 23,146.50		
12		EMS7	Emergency Medical Services	Substation Relocation	3			\$ 750,000.00			\$ 750,000.00		
13		F1	Facilities	HVAC Replacements	2	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 100,000.00		
14		F2	Facilities	Parking Lot Resurfacing	3			\$ 528,000.00			\$ 528,000.00		
15		F3	Facilities	Window Replacement - Strader Bldg	1	\$ 30,000.00					\$ 30,000.00		
16		F4	Facilities	Strader Building - Stucco Exterior East Wall	1	\$ 30,000.00					\$ 30,000.00		
17		F5	Facilities	Courthouse Window Replacement	3			\$ 60,000.00			\$ 60,000.00		
18		F6	Facilities	Courthouse Elevator Major Alteration (Upgrade)	2	\$ 300,000.00					\$ 300,000.00		
19		IT2	Information Technology	Migration to Office 365	2	\$ 17,000.00	\$ 17,500.00	\$ 18,000.00	\$ 18,500.00	\$ 19,000.00	\$ 90,000.00		
20		IT3	Information Technology	Replace IT Switches	2	\$ 25,000.00					\$ 25,000.00		
21		MTW1	Health Department	Paving	2	\$ 250,000.00					\$ 250,000.00		
22		REC2	Recreation	Consolidation of Power Sources at Gym	3	\$ 15,000.00					\$ 15,000.00		
23		REC3	Recreation	Think Tank/Alliance Community Development Projects	3	Unknown							
24		SAN1	Sanitation	Mower Replacement	2		\$ 12,500.00				\$ 12,500.00		
25		W2	Water	Interconnection Repairs	2	\$ 250,000.00					\$ 250,000.00		
26		W5	Water	Pea Ridge Pump Station Remediation	3			\$ 150,000.00			\$ 150,000.00		
27		W6	Water	Pea Ridge Main Expansion	2	\$ 2,000,000.00	\$ 5,000,000.00	\$ -			\$ 7,000,000.00		
28		W7	Water	Meter Replacements	2	\$ 149,060.00	\$ 162,250.00	\$ 178,475.00	\$ 196,325.00	\$ 215,960.00	\$ 902,070.00		
29		W8	Water	Water Department Trucks	2	\$ 76,000.00					\$ 76,000.00		
30		W9	Water	Well Rehabilitation Project	1		\$ 57,877.00				\$ 57,877.00		
31		W10	Water	Well Insulation Project	3		\$ 15,000.00				\$ 15,000.00		
32		W11	Water	Water Plant Paving	3		\$ 90,000.00				\$ 90,000.00		
						\$ 17,035,764.50	\$ 45,425,127.00	\$ 1,954,475.00	\$ 234,825.00	\$ 254,960.00	\$ 64,905,151.50		
Funded - In Progress		CODE	Department	Project Title	Score	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	Total
		CMO1	County Manager's Office	CMO Generator	2		\$ 75,000.00						\$ 75,000.00
		D1	Detention	Detention Plumbing	2		\$ 32,000.00						\$ 32,000.00
		EM4	Emergency Management	EM Building	2			\$ 375,000.00	\$ 375,000.00				\$ 750,000.00
		EMS3	Emergency Medical Services	Power Pro Stretchers	2		\$ 20,501.64	\$ 20,501.64					\$ 41,003.28
		EMS4	Emergency Medical Services	Lucas Devices	3		\$ 19,349.61	\$ 19,349.61	\$ 19,349.61				\$ 58,048.83
		IT1	Information Technology	VOIP Upgrade	2		\$ 30,000.00						\$ 30,000.00
		REC1	Recreation	ADA Upgrades	2		\$ 80,000.00						\$ 80,000.00
		DSS2	Department of Social Services	DSS Carpet Replacement	2		\$ 41,000.00	\$ 25,000.00		\$ -			\$ 66,000.00
		T1	Tax	Tax Software Upgrade	2		\$ 100,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00			\$ 190,000.00
		S2	Sheriff	Patrol Cars	2		\$ 125,000.00	\$ 128,125.00	\$ 131,328.13	\$ 134,611.33			\$ 519,064.45
	W3	Water	SCADA System Upgrades	1		\$ 150,000.00						\$ 150,000.00	
	W4	Water	Asset Management Software	2		\$ 35,000.00	\$ 10,000.00	\$ 10,000.00				\$ 55,000.00	
						\$ -	\$ 707,851.25	\$ 607,976.25	\$ 565,677.74	\$ 164,611.33	\$ -	\$ -	\$ 2,046,116.56
Funded - Complete		CODE	Department	Project Title	Score	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	Total
		CMO2	County Manager's Office	BCCWCC Repairs	1	\$ 75,000.00							\$ 75,000.00
		D2	Detention	Detention Cameras	1		\$ 55,000.00						\$ 55,000.00
		EM1	Emergency Management	Distributable Emergency Network	2		\$ 14,000.00						\$ 14,000.00
		EM2	Emergency Management	EM Viper Radio Update	1		\$ 4,911.00	\$ 13,750.00	\$ 13,750.00				\$ 32,411.00
		EM3	Emergency Management	Creswell Fire Department Well	2		\$ 39,390.00						\$ 39,390.00
		EMS2	Emergency Medical Services	P25 Compliant Radios (Emergency)	1		\$ 62,318.00	\$ 41,633.00					\$ 103,951.00
		EMS5	Emergency Medical Services	Transport Ambulance	2		\$ 54,133.00						\$ 54,133.00
		EMS6	Emergency Medical Services	EMS Ambulance	1		\$ 153,750.00						\$ 153,750.00
		EMS8	Emergency Medical Services	Quick Response Vehicle	3		\$ 54,133.00						\$ 54,133.00
		S1	Sheriff	Sheriff Viper Radio Update	1		\$ 172,716.25						\$ 172,716.25
	W1	Water	Water Plant Fence	1		\$ 80,000.00						\$ 80,000.00	
						\$ 75,000.00	\$ 690,351.25	\$ 55,383.00	\$ 13,750.00	\$ -	\$ -	\$ -	\$ 834,484.25

Capital Improvement Project List – Non-General Fund

Unfunded Projects	PAGE	CODE	Department	Project Title	Score	FY 23/24	FY 24/25	FY 25/26	FY 25/27	FY 25/28	Total	
	7	BOE1	Board of Education	PK12 School	2	\$ 13,500,000.00	\$ 40,000,000.00					\$ 53,500,000.00
	11	EMS1	Emergency Medical Services	P25 Compliant Radios (Transport)	3	\$ 23,146.50						\$ 23,146.50
	12	EMS7	Emergency Medical Services	Substation Relocation	3			\$ 750,000.00				\$ 750,000.00
	24	SAN1	Sanitation	Mower Replacement	2		\$ 12,500.00					\$ 12,500.00
	25	W2	Water	Interconnection Repairs	2	\$ 250,000.00						\$ 250,000.00
	26	W5	Water	Pea Ridge Pump Station Remediation	3			\$ 150,000.00				\$ 150,000.00
	27	W6	Water	Pea Ridge Main Expansion	2	\$ 2,000,000.00	\$ 5,000,000.00	\$ -				\$ 7,000,000.00
	28	W7	Water	Meter Replacements	2	\$ 149,060.00	\$ 162,250.00	\$ 178,475.00	\$ 196,325.00	\$ 215,960.00		\$ 902,070.00
	29	W8	Water	Water Department Trucks	2	\$ 76,000.00						\$ 76,000.00
	30	W9	Water	Well Rehabilitation Project	1		\$ 57,877.00					\$ 57,877.00
	31	W10	Water	Well Insulation Project	3		\$ 15,000.00					\$ 15,000.00
32	W11	Water	Water Plant Paving	3		\$ 90,000.00					\$ 90,000.00	
						\$ 15,998,206.50	\$ 45,337,627.00	\$ 1,078,475.00	\$ 196,325.00	\$ 215,960.00	\$ 62,826,593.50	

Capital Improvement Project List by Score

Unfunded Projects	PAGE	CODE	Department	Project Title	Score	FY 23/24	FY 24/25	FY 25/26	FY 25/27	FY 25/28	Total	
	3	A3	Airport	Fuel Master	1	\$ 15,000.00						\$ 15,000.00
	5	CMO3	County Manager's Office	Courthouse Stormwater Repair	1	\$ 120,000.00						\$ 120,000.00
	15	F3	Facilities	Window Replacement - Strader Bldg	1	\$ 30,000.00						\$ 30,000.00
	16	F4	Facilities	Strader Building - Stucco Exterior East Wall	1	\$ 30,000.00						\$ 30,000.00
	30	W9	Water	Well Rehabilitation Project	1		\$ 57,877.00					\$ 57,877.00
	1	A1	Airport	Automated Weather Observation Station	2		\$ 50,000.00	\$ 250,000.00				\$ 300,000.00
	2	A2	Airport	Utility Vehicle	2	\$ 19,000.00						\$ 19,000.00
	4	A4	Airport	Kubota Zero-Turn Mower with 72" deck	2	\$ 25,400.00						\$ 25,400.00
	6	CMO4	County Manager's Office	Admin Vehicle Replacement	2	\$ 70,000.00						\$ 70,000.00
	7	BOE1	Board of Education	PK12 School	2	\$ 13,500,000.00	\$ 40,000,000.00					\$ 53,500,000.00
	8	DSS3	Department of Social Services	Shingle Roof Replacement w/ flat roof tie ins	2	\$ 71,158.00						\$ 71,158.00
	9	ED1	Economic Development	New Commercial/Industrial Economic Development Site	2		TBD					\$ -
	13	F1	Facilities	HVAC Replacements	2	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00		\$ 100,000.00
	18	F6	Facilities	Courthouse Elevator Major Alteration (Upgrade)	2	\$ 300,000.00						\$ 300,000.00
	19	IT2	Information Technology	Migration to Office 365	2	\$ 17,000.00	\$ 17,500.00	\$ 18,000.00	\$ 18,500.00	\$ 19,000.00		\$ 90,000.00
	20	IT3	Information Technology	Replace IT Switches	2	\$ 25,000.00						\$ 25,000.00
	21	MTW1	Health Department	Paving	2	\$ 250,000.00						\$ 250,000.00
	24	SAN1	Sanitation	Mower Replacement	2		\$ 12,500.00					\$ 12,500.00
	25	W2	Water	Interconnection Repairs	2	\$ 250,000.00						\$ 250,000.00
27	W6	Water	Pea Ridge Main Expansion	2	\$ 2,000,000.00	\$ 5,000,000.00	\$ -				\$ 7,000,000.00	
28	W7	Water	Meter Replacements	2	\$ 149,060.00	\$ 162,250.00	\$ 178,475.00	\$ 196,325.00	\$ 215,960.00		\$ 902,070.00	
29	W8	Water	Water Department Trucks	2	\$ 76,000.00						\$ 76,000.00	
10	EM5	Emergency Management	Helipad	3	\$ 30,000.00						\$ 30,000.00	
11	EMS1	Emergency Medical Services	P25 Compliant Radios (Transport)	3	\$ 23,146.50						\$ 23,146.50	
12	EMS7	Emergency Medical Services	Substation Relocation	3			\$ 750,000.00				\$ 750,000.00	
14	F2	Facilities	Parking Lot Resurfacing	3			\$ 528,000.00				\$ 528,000.00	
17	F5	Facilities	Courthouse Window Replacement	3			\$ 60,000.00				\$ 60,000.00	
22	REC2	Recreation	Consolidation of Power Sources at Gym	3	\$ 15,000.00						\$ 15,000.00	
23	REC3	Recreation	Think Tank/Alliance Community Development Projects	3	Unknown							
26	W5	Water	Pea Ridge Pump Station Remediation	3			\$ 150,000.00				\$ 150,000.00	
31	W10	Water	Well Insulation Project	3		\$ 15,000.00					\$ 15,000.00	
32	W11	Water	Water Plant Paving	3		\$ 90,000.00					\$ 90,000.00	
						\$ 17,035,764.50	\$ 45,425,127.00	\$ 1,954,475.00	\$ 234,825.00	\$ 254,960.00	\$ 64,905,151.50	

Selected Tables and Visualizations

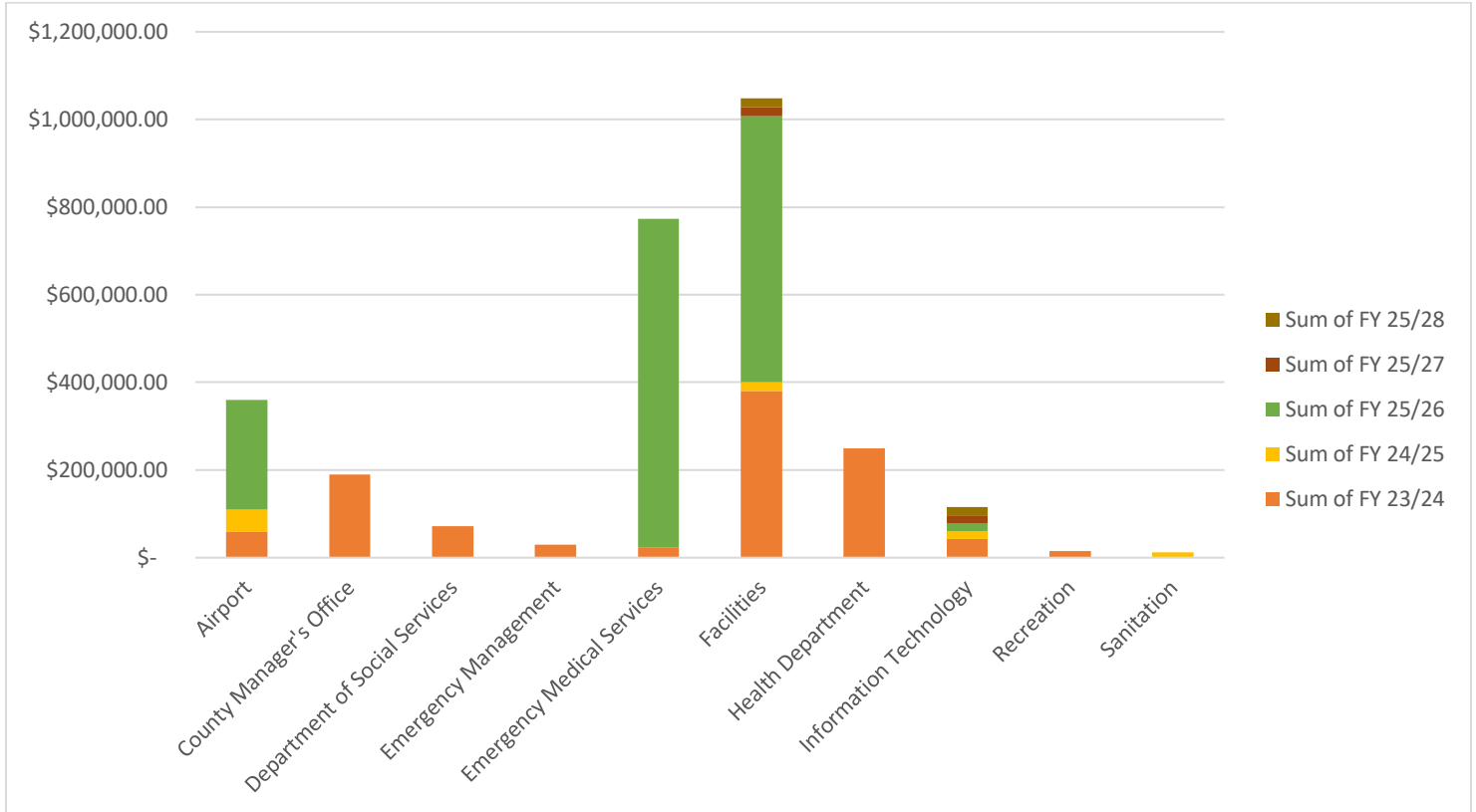
Project Costs by Score

Score	Sum of FY 23/24	Sum of FY 24/25	Sum of FY 25/26	Sum of FY 25/27	Sum of FY 25/28
1	\$ 195,000.00	\$ 57,877.00			
2	\$ 16,772,618.00	\$ 45,262,250.00	\$ 466,475.00	\$ 234,825.00	\$ 254,960.00
3	\$ 68,146.50	\$ 15,000.00	\$ 1,488,000.00		
Grand Total	\$ 17,035,764.50	\$ 45,335,127.00	\$ 1,954,475.00	\$ 234,825.00	\$ 254,960.00

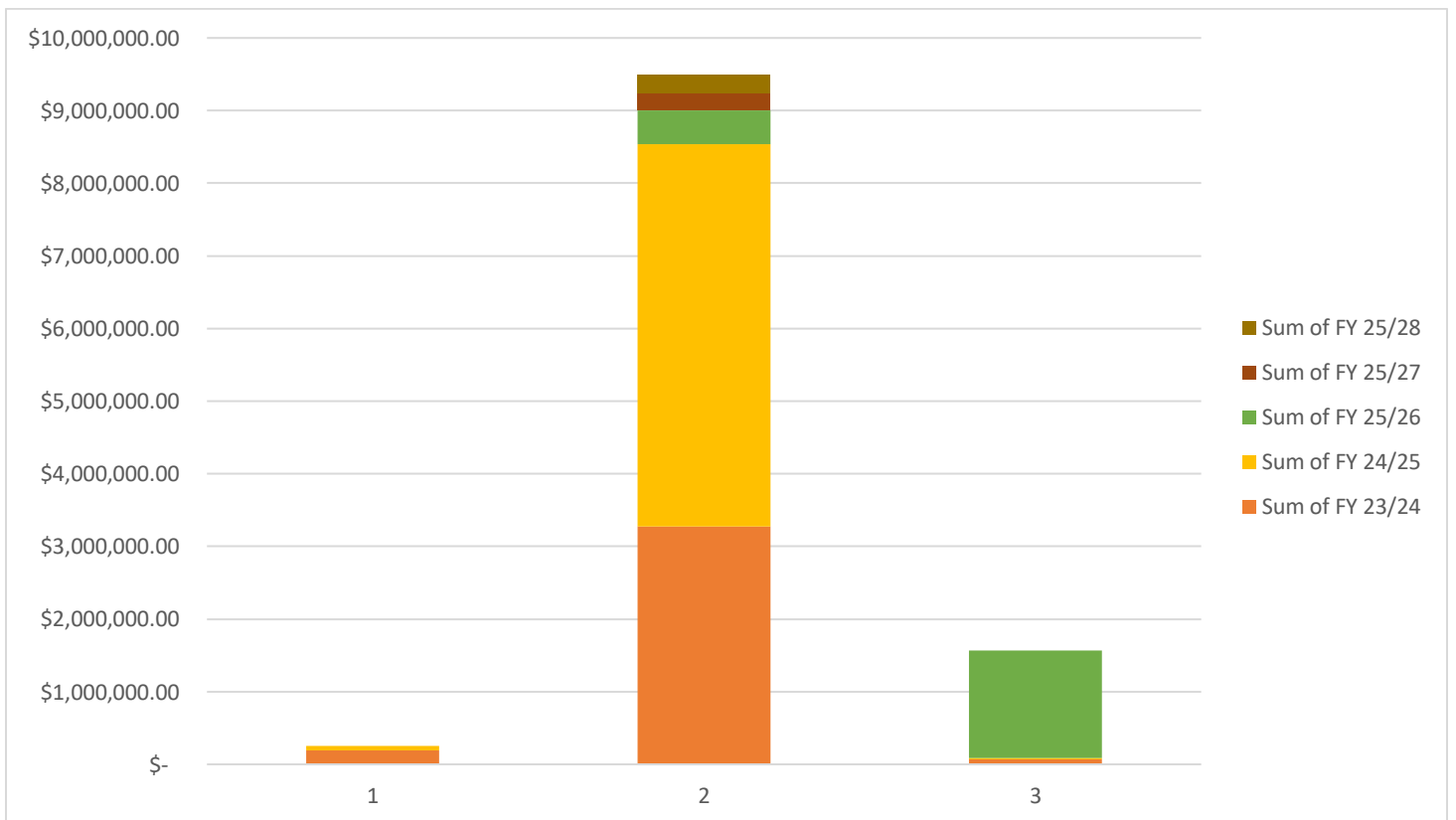
Project Costs by Department

	Sum of FY 23/24	Sum of FY 24/25	Sum of FY 25/26	Sum of FY 25/27	Sum of FY 25/28
Airport	\$ 59,400.00	\$ 50,000.00	\$ 250,000.00		
County Manager's Office	\$ 190,000.00				
Department of Social Services	\$ 71,158.00				
Emergency Management	\$ 30,000.00				
Emergency Medical Services	\$ 23,146.50		\$ 750,000.00		
Facilities	\$ 380,000.00	\$ 20,000.00	\$ 608,000.00	\$ 20,000.00	\$ 20,000.00
Health Department	\$ 250,000.00				
Information Technology	\$ 42,000.00	\$ 17,500.00	\$ 18,000.00	\$ 18,500.00	\$ 19,000.00
Recreation	\$ 15,000.00				
Sanitation		\$ 12,500.00			
Water	\$ 2,475,060.00	\$ 5,325,127.00	\$ 328,475.00	\$ 196,325.00	\$ 215,960.00
Board of Education	\$ 13,500,000.00	\$ 40,000,000.00			
Grand Total	\$ 17,035,764.50	\$ 45,425,127.00	\$ 1,954,475.00	\$ 234,825.00	\$ 254,960.00

Project Costs by Department – General Fund – Graph



Project Costs by Score – All Departments Excluding BOE – Graph



CIP Forms

Washington County CIP Project v1.2

Project Name:	Automated Weather Observation Station
Department:	Airport
Contact Person:	Knapp Brabble
Email:	brabblek@gmail.com

Type: New Project/Purchase Expansion of Existing Project Maintain/Replace

Useful Life: 30 Years

Description: <small>What will be done/purchased? Where will it be done/located? How will it be done/purchased? When will it be done/purchased?</small>	AWOS (Automated Weather Operating System) Airport Grant's Dependent upon securing grant's for project
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Justification: <small>Why should we do this? Are we required to do this? If so, by who or what? How will the County and its residents benefit from this? What happens if we don't do this?</small>	Aircraft safety in and out of PLYMOUTH AIRPORT No FAA recommended Residents, vistors, anyone can use AWOS (get weather from home, work etc) we lose aircraft traffic and customers
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Source Name:	General Fund	Grant	ARP			Yearly Total
FY 23/24						\$ -
FY 24/25						\$ -
FY 25/26		\$ 50,000.00			Design	\$ 50,000.00
FY 26/27		\$ 250,000.00			Construction	\$ 250,000.00
FY 27/28						\$ -
Source Total	\$ -	\$ 300,000.00	\$ -	\$ -	\$ -	\$ 300,000.00

Alternatives: <small>Is there anything else we can do?</small>	
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Admin Use Only

Manager's Notes: The AWOS has been identified as a primary need on the County Airport Improvement Plan (AIP) as submitted and approved in 2021 by the FAA based on input from the Aviation Committee. A working AWOS would make the Airport safer and increase overall traffic and revenues from fuel sales. It would also contribute to the real time operations information of any future Emergency Operations Center based at the Airport. Funding for the AWOS should be sought from NPE Aviation Grant Funds (150k per year) and/or additional aviation grant funding oportunities. Funding in present FY22 may not be realistic and needs to be evaluated in conjunction with potential funding needs of new EOC/Aviation Facility.

<input checked="" type="checkbox"/> Health/Safety <input type="checkbox"/> Externally Mandated	Manager's Score:	2	CIP PROJECT #	A1
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Washington County CIP Project

v1.2

Project Name:	Utility Vehicle
Department:	Airport
Contact Person:	Knapp Brabble
Email:	kbrabble@washconc.org

Type: New Project/Purchase Expansion of Existing Project Maintain/Replace

Useful Life: 5 years

Description:
What will be done/purchased?
 Where will it be done/located?
 How will it be done/purchased?
 When will it be done/purchased?

Kubota RTV-X1140 diesel utility vehicle with a hydraulic lift cargo box/bed to be located at the Airport. Would like to purchase in FY24, if not before. Would need to budget or transfer funds to Capital Outlay-Equipment code 39-4530-550

Justification:
Why should we do this?
 Are we required to do this? If so, by who or what?
 How will the County and its residents benefit from this?
 What happens if we don't do this?

This utility vehicle would serve multiple purposes. It would be used as transportation around the Airport and Hanger grounds for staff and guests. Used to conduct inspections of the runway and grounds/ditches. The cargo bed would be used to transport parts/equipment around the site, as well as haul various ground material needed to maintain and meet FAA safety standards.

Estimated Cost by Year and Funding Source:

Source Name:	General Fund	Grant	ARP			Yearly Total
FY 23/24	\$19,000.00					\$ 19,000.00
FY 24/25						\$ -
FY 25/26						\$ -
FY 25/27						\$ -
FY 25/28						\$ -
Source Total	\$ 19,000.00	\$ -	\$ -	\$ -	\$ -	\$ 19,000.00

Alternatives:
Is there anything else we can do?

Admin Use Only

Manager's Notes: The requested utility vehicle is well justified and would provide a valuable asset to more efficiently and effectively maintain and operate the facility on a daily basis.

<input type="checkbox"/> Health/Safety	Manager's Score:	2	CIP PROJECT #	A2
<input type="checkbox"/> Externally Mandated				

Washington County CIP Project v1.2

Project Name:	Fuel Master
Department:	Airport
Contact Person:	Knapp Brabble
Email:	kbrabble@washconc.org

Type: New Project/Purchase Expansion of Existing Project Maintain/Replace

Useful Life: 5 years

Description:
What will be done/purchased?
 Where will it be done/located?
 How will it be done/purchased?
 When will it be done/purchased?

Upgrade the existing fuel master that is 15 years old.
 Located: Airport
 To be purchased with SCIF Grant funds.
 FY 23/24

Justification:
Why should we do this?
 Are we required to do this? If so, by who or what?
 How will the County and its residents benefit from this?
 What happens if we don't do this?

An upgraded Fuel Master will be more efficient, expedite fuel sales, and increase revenue at the Airport.
 This is not a requirement.
 The County and residents will benefit from the increase in revenue, which will assist in the Airport being self-sustainable and not having to receive operational funds from the General Fund.

Estimated Cost by Year and Funding Source:

Source Name:	General Fund	Grant	ARP			Yearly Total
FY 23/24		\$ 15,000.00				\$ 15,000.00
FY 24/25						\$ -
FY 25/26						\$ -
FY 25/27						\$ -
FY 25/28						\$ -
Source Total	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -	\$ 15,000.00

Alternatives:
Is there anything else we can do?

No

Admin Use Only

Manager's Notes: Replacement of this essential equipment is critical for increasing both service/value and revenues at our local airport. Imagine driving on the interstate and having to choose between pulling off at a gas station you know will work well or one that often has problems with its pumps and credit card machines. Until this equipment is replaced, we are the latter example in this scenario.

<input type="checkbox"/> Health/Safety	Manager's Score:	1	CIP PROJECT #	A3
<input type="checkbox"/> Externally Mandated				

Washington County CIP Project						v1.2
Project Name:	Kubota Zero-Turn Mower with 72" deck					
Department:	Airport					
Contact Person:	Knapp Brabble					
Email:	kbrabble@washconc.org					
Type:	<input type="checkbox"/> New Project/Purchase <input type="checkbox"/> Expansion of Existing Project <input checked="" type="checkbox"/> Maintain/Replace					
Useful Life:	5 Years / 3,500 hours					
Description: <small>What will be done/purchased? Where will it be done/located? How will it be done/purchased? When will it be done/purchased?</small>	Purchase a Kubota Zero-Turn mower with a 72' mowing deck. Location: Airport FY 23/24					
Justification: <small>Why should we do this? Are we required to do this? If so, by who or what? How will the County and its residents benefit from this? What happens if we don't do this?</small>	Since the Airport property is not included in the County's mowing contract, it must be maintained by Airport staff. This mower would replace one that was purchased in 1995. Keeping the grass cut at the Airport is more than aesthetically pleasing - it is an FAA safety requirement outlined in the Wildlife Hazard Management Plan.					
Estimated Cost by Year and Funding Source:						
Source Name:	General Fund	Grant	ARP			Yearly Total
FY 23/24	\$ 25,400.00					\$ 25,400.00
FY 24/25						\$ -
FY 25/26						\$ -
FY 25/27						\$ -
FY 25/28						\$ -
Source Total	\$ 25,400.00	\$ -	\$ -	\$ -	\$ -	\$ 25,400.00
Alternatives: <small>Is there anything else we can do?</small>	Contract out mowing.					
Admin Use Only						
Manager's Notes: Existing equipment is outdated and requires extensive maintenance efforts to keep operational. A zero-turn mower is needed in addition to primary tractor mowing deck to efficiently and safely navigate runway lighting and other obstacles without causing unintended site damage with larger mower. Contracting out mowing could be evaluated, but is not presently recommended based on estimated cost and likelihood of unintended potential damage to extensive lighting systems along runway and taxiway by 3rd party contractors.						
<input checked="" type="checkbox"/> Health/Safety <input type="checkbox"/> Externally Mandated	Manager's Score:	2		CIP PROJECT #	A4	

Washington County CIP Project

Project Name:	Stormwater System Repair					
Department:	County Manager's Office					
Contact Person:	Mary Moscato					
Email:	mmoscato@washconc.org					
Type:	<input type="checkbox"/> New Project/Purchase <input type="checkbox"/> Expansion of Existing Project <input checked="" type="checkbox"/> Maintain/Replace					
Useful Life:	30+ Years					
Description: <small>What will be done/purchased? Where will it be done/located? How will it be done/purchased? When will it be done/purchased?</small>	<p>The storm drain on Adams St, between the courthouse and County Commissioner's Building will be torn up and replaced. Previous estimates performed by an outside entity estimated a cost of \$100,000.</p> <p>If possible this should be done at the same time as the repaving of the Courthouse parking lot.</p>					
Justification: <small>Why should we do this? Are we required to do this? If so, by who or what? How will the County and its residents benefit from this? What happens if we don't do this?</small>	<p>The storm drain does not currently provide adequate drainage to the area and will back up during heavy rainfall. Currently, a sump pump is installed in the storm drain proximate to Adams st.</p>					
Estimated Cost by Year and Funding Source:						
Source Name:	General Fund					Yearly Total
FY 23/24	\$ 120,000.00					\$ 120,000.00
FY 24/25						\$ -
FY 25/26						\$ -
FY 25/27						\$ -
FY 25/28						\$ -
Source Total	\$ 120,000.00	\$ -	\$ -	\$ -	\$ -	\$ 120,000.00
Admin Use Only						
<p>Manager's Notes: Repairs needed to remediate periodic courthouse flooding issues. Stormwater occasionally runs into elevator shaft where it could potentially damage motors during heavy rainfall and cause serious mechanical repair costs. The sump pump required to manage high water flow also causes a potential hazard in its present location. The County has procured on-call engineering services for this project.</p>						
<input type="checkbox"/> Health/Safety	Manager's Score:	1	CIP PROJECT #	CMO3		
<input type="checkbox"/> Externally Mandated						

Washington County CIP Project						v1.2
Project Name:	Admin Vehicle Replacement					
Department:	County Manager's Office/Finance/Tax/Misc Training					
Contact Person:	Curtis Potter					
Email:	cpotter@washconc.org					
Type:	<input type="checkbox"/> New Project/Purchase <input type="checkbox"/> Expansion of Existing Project <input checked="" type="checkbox"/> Maintain/Replace					
Useful Life:	12 years or 150,000 miles					
Description: <small>What will be done/purchased? Where will it be done/located? How will it be done/purchased? When will it be done/purchased?</small>	Two fuel efficient admin vehicles would be purchased via state contract to replace/augment two currently aging admin vehicles in FY24. (07' CMO Durango w/ 120k+ miles; 07' Tax Jeep Liberty w/ 100k+ miles)					
Justification: <small>Why should we do this? Are we required to do this? If so, by who or what? How will the County and its residents benefit from this? What happens if we don't do this?</small>	The CMO Durango and Tax Jeep Liberty are both 16 years old and have accumulated 120k+ and 100k+ miles respectively. In recent years both vehicles have been shared interdepartmentally as needed for daily finance deposits, off site training events, etc. and both are beginning to show signs of excessive wear incurring higher maintenance costs. Neither vehicle is considered "fuel efficient". Replacement with two new fuel efficient models will save fuel and maintenance costs and extend the useful lives of the current vehicles for auxillary use purposes.					
Estimated Cost by Year and Funding Source:						
Source Name:	General Fund	Grant	ARP			Yearly Total
FY 23/24	\$ 70,000.00					\$ 70,000.00
FY 24/25						\$ -
FY 25/26						\$ -
FY 25/27						\$ -
FY 25/28						\$ -
Source Total	\$ 70,000.00	\$ -	\$ -	\$ -	\$ -	\$ 70,000.00
Alternatives: <small>Is there anything else we can do?</small>	Defer purchase to future fiscal years incurring higher maintenance/fuel costs; Lease 2 vehicles incurring additional annual admin/audit review processes including GASB87 lease compliance.					
Admin Use Only						
Manager's Notes: Management recommends purchasing both new vehicles in FY24 to enable the county to adequately maintain its shared admin fleet capacity for daily operations across multiple departments. This enables the county to use these vehicles to prevent unnecessary use/higher travel reimbursement costs for employee use of private vehicles. This also enables the county to prevent excessive maintenance and fuel costs from continuing to accrue through the extended use of the current vehicles. Management recommends holding the current vehicles for auxillary/emergency use until maintenance costs/mileage no longer justify retention or alternatively attempting to surplus one or both vehicles with minimum bid values in place as safeguards.						
<input type="checkbox"/> Healthy/Safety/Welfare	Manager's Score:	2	CIP PROJECT #	CMO4		
<input type="checkbox"/> Externally Mandated						

Washington County CIP Project						v1.2
Project Name:	PK12 School					
Department:	Board of Education					
Contact Person:	Curtis Potter					
Email:	cpotter@washconc.org					
Type:	<input checked="" type="checkbox"/> New Project/Purchase <input type="checkbox"/> Expansion of Existing Project <input checked="" type="checkbox"/> Maintain/Replace					
Useful Life:	40+ years					
Description: <small>What will be done/purchased? Where will it be done/located? How will it be done/purchased? When will it be done/purchased?</small>	Utilize a \$50M state grant along with various other grant funding and finally local debt service (intended to be paid solely from existing restricted sales tax revenue streams required to be spent on school facilities anyways) to enable the replacement and consolidation of all existing student facilities (Pines; Union; PHS; Creswell Elem. & HS) (except for the Roper PK site intended to be converted to and used as the Early College) to combine all students (other than Early College) into one new PK12 School Facility built on the existing Pines site with additional adjacent property added to the larger campus.					
Justification: <small>Why should we do this? Are we required to do this? If so, by who or what? How will the County and its residents benefit from this? What happens if we don't do this?</small>	Consolidation of multiple aging energy inefficient student facilities (most of which are beyond their initially projected useful life and require excessive maintenance/utilities costs) into a single modern efficient facility will result in a better, safer, more economically efficient school for all students. Costs savings could be used to address other school board facilities needs, or to increase the quality of the new school facility or operations over time.					
Estimated Cost by Year and Funding Source:						
Source Name:	General Fund	Grant	ARP	Debt Service		Yearly Total
FY 23/24		\$ 13,500,000.00				\$ 13,500,000.00
FY 24/25		\$ 40,000,000.00				\$ 40,000,000.00
FY 25/26				\$ 20,000,000.00		\$ 20,000,000.00
FY 25/27						\$ -
FY 25/28						\$ -
Source Total	\$ -	\$ 53,500,000.00	\$ -	\$ 20,000,000.00	\$ -	\$ 73,500,000.00
Alternatives: <small>Is there anything else we can do?</small>	A wide variety of alternative facility consolidation options have been studied and reviewed by both the Board of Education and Board of Commissioners.					
Admin Use Only						
Manager's Notes: Management notes that a strong educational system is one of the keystones to overall positive community development and health. This project will be the largest school capital project ever undertaken by Washington County. Care should be taken not to permit the project total costs to exceed the realist debt service limitations of the county restricted sales taxes or tax base if use of additional revenues are required. However, if initial project costs and longer term savings are managed appropriately, Management believes this project stands to become one of the most positively impactful improvements to long term community and economic development in Washington County within the last century.						
<input type="checkbox"/> Healthy/Safety/Welfare <input type="checkbox"/> Externally Mandated	Manager's Score:	2		CIP PROJECT #	BOE1	

Washington County CIP Project v1.2

Project Name:	Shingle Roof Replacement w/ flat roof tie ins
Department:	DSS
Contact Person:	Lynn R Swett
Email:	lynns@wcchs.org
Type:	<input type="checkbox"/> New Project/Purchase <input type="checkbox"/> Expansion of Existing Project <input checked="" type="checkbox"/> Maintain/Replace

Useful Life: 25+ years

Description:
What will be done/purchased?
 Where will it be done/located?
 How will it be done/purchased?
 When will it be done/purchased?
 Replace shingle roof on DSS, which is need of replacement. Because the roof is surrounded by flat roof, there will need to also be an EPDM tie in joining the flat room to the shingled roof. We have two estimates for roof replacement, one company can do both parts of replacement, while the other company can only accommodate the shingle roof, so the tie in work would be separate, and would require observation throughout the shingle roof to ensure warranty compliance. Estimates will be included in email to county with this document.

Justification:
Why should we do this?
 Are we required to do this? If so, by who or what?
 How will the County and its residents benefit from this?
 What happens if we don't do this?
 We have spent several thousands of dollars on roofing repairs recently, as the age of useful life is ending on the current roof. In the last preventive maintenance inspection, there were several notations of issues with the current roofing system due to weather exposure and age. Continued neglect of this could lead to massive leaks within the agency. Considering the amount of electronic components in the agency, leaks could result in catastrophic failure of equipment should it be exposed to water damage.

Estimated Cost by Year and Funding Source:

Source Name:	General Fund	Grant	ARP	DSS REIMBURSEMENT	Yearly Total
FY 21/22					\$ -
FY 22/23					\$ -
FY 23/24	\$ 71,158.00			\$ (35,790.00)	\$ 35,368.00
FY 24/25					\$ -
FY 25/26					\$ -
Source Total	\$ 71,158.00	\$ -	\$ -	\$ (35,790.00)	\$ 35,368.00

Alternatives:
Is there anything else we can do?

Admin Use Only

Manager's Notes: DSS proactively maintains its facilities and has identified the need to replace this portion of its roofing for several years now which has been voluntarily deferred in favor of other higher priority CIP request items. Putting off repairs further until leaks develop would be potentially disruptive to operations and services and lead to higher price repair work.

<input type="checkbox"/> Health/Safety	Manager's Score:	2	CIP PROJECT #	DSS3
<input type="checkbox"/> Externally Mandated				

Washington County CIP Project						v1.2
Project Name:	New Commercial/Industrial Economic Development Site					
Department:	Economic Development					
Contact Person:	Curtis Potter					
Email:	cpotter@washconc.org					
Type:	<input checked="" type="checkbox"/> New Project/Purchase <input type="checkbox"/> Expansion of Existing Project <input type="checkbox"/> Maintain/Replace					
Useful Life:	40+ Years					
Description: <small>What will be done/purchased? Where will it be done/located? How will it be done/purchased? When will it be done/purchased?</small>	Utilize Golden LEAF's SITE development grant process to plan and complete the location, due diligence, and pre-approvals for use of the next commercial development property site. (Get the site ready for immediate development, but not actually build anything on it yet)					
Justification: <small>Why should we do this? Are we required to do this? If so, by who or what? How will the County and its residents benefit from this? What happens if we don't do this?</small>	With the recent sale of the county commerce building located on Airport Road, the timing is right to begin pursuing available grant funds to start development of the next commercial/industrial site for economic development purposes. Golden LEAF specializes in enabling the facilitation of such sites for this purpose through its periodical site development grant.					
Estimated Cost by Year and Funding Source:						
Source Name:	General Fund	Grant	ARP			Yearly Total
FY 23/24						\$ -
FY 24/25		TBD				\$ -
FY 25/26						\$ -
FY 25/27						\$ -
FY 25/28						\$ -
Source Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Alternatives: <small>Is there anything else we can do?</small>						
Admin Use Only						
Manager's Notes: Management recommends utilizing this specialized program and associated funds for their specific purpose to identify, complete due diligence, and preliminarily develop the next primary commercial/industrial development site location to aid the county in its overall economic development goals.						
<input type="checkbox"/> Healthy/Safety/Welfare <input type="checkbox"/> Externally Mandated		Manager's Score:	2	CIP PROJECT #	ED1	

Washington County CIP Project

v1.2

Project Name: Helipad Construction

Department: Emergency Management

Contact Person: [Richard Livingston](#)

Email: managementfellow@washconc.org

Type: New Project/Purchase Expansion of Existing Project Maintain/Replace

Useful Life: 30+ years

Description: Construction of a helipad in the eastern part of the county to aid in air ambulance activities.
What will be done/purchased?
 Where will it be done/located?
 How will it be done/purchased?
 When will it be done/purchased?

Justification: There are currently only two designated non-ideal locations which lack appropriate infrastructure for a helicopter to land in the event of an emergency in the eastern part of the county. Adding a pre-designated dedicated helipad will improve response times, operational safety, and reduce the risk of fatalities in acute emergency scenarios.
Why should we do this?
 Are we required to do this? If so, by who or what?
 How will the County and its residents benefit from this?
 What happens if we don't do this?

Estimated Cost by Year and Funding Source:

Source Name:	General Fund	Grant	ARP			Yearly Total
FY 21/22						\$ -
FY 22/23						\$ -
FY 23/24	\$ 30,000.00					\$ 30,000.00
FY 24/25						\$ -
FY 25/26						\$ -
Source Total	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00

Alternatives: Consider looking for additional grant funds to offset costs of this project
Is there anything else we can do?

Admin Use Only

Manager's Notes: Staff is working with the owner of the Motorsports Raceway which has applied for a county sponsored economic development grant to collaborate on a location for the helipad at the raceway. This would be an ideal location and mutually beneficial partnership. Mgr Rec is to defer to FY24 to provide more time to search for alternative funding sources and to prioritize other projects including Viper Radio Upgrades and CVFD Well Installation

<input checked="" type="checkbox"/> Healthy/Safety/Welfare	Manager's Score: 3	CIP PROJECT #	EM5
<input type="checkbox"/> Externally Mandated			

Washington County CIP Project v1.2

Project Name: P25 Compliant Radios
Department: Transport
Contact Person: [Jennifer O'Neal](#)
Email: joneal@washconc.org

Type: New Project/Purchase Expansion of Existing Project Maintain/Replace

Useful Life: 7 years Portable & 10 years Mobile

Description:
What will be done/purchased?
 Where will it be done/located?
 How will it be done/purchased?
 When will it be done/purchased?
 Replace portable and mobile radios across the EMS system with P25 compliant radios. The county has received a quote from Motorola Solutions for \$127,090.50 to replace the entire system (Transport & EMS). The cost to replace Transport radios will be \$23,146.50. In the event the EMS P25 Compliant radios is broken down as written in that CIP Project, this purchase could be moved to FY 23/24.

Justification:
Why should we do this?
 Are we required to do this? If so, by who or what?
 How will the County and its residents benefit from this?
 What happens if we don't do this?
 Also known as APCO Project 25, P25 is a suite of standards and specifications that is a critical component to achieve interoperability among different systems emergency responders use. Currently, EMS only has one portable and one mobile radio that is P25 compliant. Our agency is required to comply with P25 standards. If this project is not completed by the effect date in 2025, our current radio system will no longer be operable.

Estimated Cost by Year and Funding Source:

Source Name:	General Fund	Grant	ARP			Yearly Total
FY 23/24	\$ 23,146.50					\$ 23,146.50
FY 24/25						\$ -
FY 25/26						\$ -
FY 25/27						\$ -
FY 25/28						\$ -
Source Total	\$ 23,146.50	\$ -	\$ -	\$ -	\$ -	\$ 23,146.50

Alternatives:
Is there anything else we can do?

Admin Use Only

Manager's Notes: The ability for our first responders to communicate effectively is imperative. However the placement of up to date P25 compliant radios on transport ambulances is less critical than emergency ambulances which is why emergent radios were funded in FY23, and transport radios were deferred until FY24. Transport also continues to backfill emergency operations as needed to respond to our unique 2 county system flexibility requirements which is anticipated to increase if the local hospital continues to deal with diversion/cash flow issues.

<input checked="" type="checkbox"/> Health/Safety	Manager's Score:	2	CIP PROJECT #	EMS1
<input checked="" type="checkbox"/> Externally Mandated				

Washington County CIP Project

v1.2

Project Name:	Substation Relocation
Department:	Emergency Medical Services
Contact Person:	Jennifer O'Neal
Email:	joneal@washconc.org

Type:	<input type="checkbox"/> New Project/Purchase <input type="checkbox"/> Expansion of Existing Project <input checked="" type="checkbox"/> Maintain/Replace
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Useful Life:	30+ years
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Description: <small>What will be done/purchased? Where will it be done/located? How will it be done/purchased? When will it be done/purchased?</small>	Construction of a EMS substation in the Eastern end of the County to replace aging infrastructure and facilities at the Creswell substation. Exact location is subject to land availability, spatial analysis, and additional factors. The County should target grant funding for this expenditure, including--but not limited to--USDA Rural Health Care grant funds.
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Justification: <small>Why should we do this? Are we required to do this? If so, by who or what? How will the County and its residents benefit from this? What happens if we don't do this?</small>	The condition of the Creswell substation, in addition to issues with adjoining parcels, suggests that construction of a replacement station may soon be necessary. Further, current and anticipated call volume in the two county service area supports a westward relocation of the station.
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Estimated Cost by Year and Funding Source:

Source Name:	General Fund	Grant				Yearly Total
FY 23/24						\$ -
FY 24/25						\$ -
FY 25/26		\$ 750,000.00				\$ 750,000.00
FY 25/27						\$ -
FY 25/28						\$ -
Source Total	\$ -	\$ 750,000.00	\$ -	\$ -	\$ -	\$ 750,000.00

Alternatives: <small>Is there anything else we can do?</small>	The County could choose to remodel the existing substation in Creswell and remediate several of the age issues, however a remodel does not address the demographic and spatial-temporal components that support moving the station westward.
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Admin Use Only

Manager's Notes: This facility is dated and suffers from recurring maintenance issues, especially those tied to HVAC and sewer. Further evaluation of options to relocate or improve the quality of life in this station are warranted. Co-location of an eastern county EMS station adjacent to the Creswell Clinic Bldg has been discussed in prior years. Any future analysis should consider the potential strength/length of contract with Tyrrell County for EMS services, actual call volume geography concentrations, and the status of all surrounding hospital assets.

<input type="checkbox"/> Health/Safety <input type="checkbox"/> Externally Mandated	Manager's Score:	3	CIP PROJECT #	EMS7
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Washington County CIP Project

v1.2

Project Name:	HVAC Replacements
Department:	Facilities Department
Contact Person:	Mary Moscato or Current Facilities Director
Email:	mmoscato@washconc.org

Type:	<input type="checkbox"/> New Project/Purchase <input type="checkbox"/> Expansion of Existing Project <input checked="" type="checkbox"/> Maintain/Replace
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Useful Life:	10-15 years
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Description: <small>What will be done/purchased? Where will it be done/located? How will it be done/purchased? When will it be done/purchased?</small>	Replace HVAC units at \$5,000 per unit including MTW Health Dept four (4) units; Senior Center two (2) units; Planning & Inspections one (1) unit. Will be purchased as needed by approved Purchase Order Anticipate these seven (7) units will need to be replaced over a 5 year period together with other repairs/replacements.
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Justification: <small>Why should we do this? Are we required to do this? If so, by who or what? How will the County and its residents benefit from this? What happens if we don't do this?</small>	HVAC systems require periodic repairs and replacement which are difficult to predict accurately. Due to the number of units maintained by the County we can realistically expect several units to require replacement every year. Budgeting at least a minimum annual reserve for use in these repairs provides minimally adequate funding to try to predict and manage these guaranteed to recur costs.
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Estimated Cost by Year and Funding Source:

Source Name:	General Fund	Grant	ARP			Yearly Total
FY 23/24	\$ 20,000.00					\$ 20,000.00
FY 24/25	\$ 20,000.00					\$ 20,000.00
FY 25/26	\$ 20,000.00					\$ 20,000.00
FY 25/27	\$ 20,000.00					\$ 20,000.00
FY 25/28	\$ 20,000.00					\$ 20,000.00
Source Total	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00

Alternatives: <small>Is there anything else we can do?</small>	
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Admin Use Only

Manager's Notes: Management recommends continuing to budget annual HVAC repair/replacement reserves which should be permitted to accumulate if unspent for use toward deferred costs in future years (like a fund balance for recurring HVAC repair costs).

<input type="checkbox"/> Health/Safety <input type="checkbox"/> Externally Mandated	Manager's Score:	2	CIP PROJECT #	F1
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Washington County CIP Project v1.2

Project Name: Parking Lot Resurfacing
Department: Facilities Department
Contact Person: [Mary Moscato or Current Facilities Director](#)
Email: mmoscato@washconc.org

Type: New Project/Purchase Expansion of Existing Project Maintain/Replace

Useful Life: 15 years

Description:
What will be done/purchased?
 Where will it be done/located?
 How will it be done/purchased?
 When will it be done/purchased?
 Resurface three (3) parking lots Courthouse (\$108K), DSS (\$132K) and Library (\$24K) (calculated at \$300 sf) Bid process General Fund or possibly Grant Funds FY24

Justification:
Why should we do this?
 Are we required to do this? If so, by who or what?
 How will the County and its residents benefit from this?
 What happens if we don't do this?
 All of the parking lots are overdue for resurfacing, particularly the DSS lot.

Estimated Cost by Year and Funding Source:

Source Name:	General Fund	Grant	ARP			Yearly Total
FY 23/24						\$ -
FY 24/25						\$ -
FY 25/26	\$ 132,000.00	\$ 396,000.00				\$ 528,000.00
FY 25/27						\$ -
FY 25/28						\$ -
Source Total	\$ 132,000.00	\$ 396,000.00	\$ -	\$ -	\$ -	\$ 528,000.00

Alternatives:
Is there anything else we can do?

Admin Use Only

Manager's Notes: All 3 lots could use resurfacing. Undertaking CIP CMO3 will raise the courthouse lot's priority. Resurfacing has been deferred due to exorbitant cost estimates which have exceeded available resources. Potential USDA funding through the Rural Partner Network program should be further investigated. Current cost projections are based on the County's contribution of a minimum 25% match.

<input type="checkbox"/> Health/Safety	Manager's Score:	3	CIP PROJECT #	F2
<input type="checkbox"/> Externally Mandated				

Washington County CIP Project v1.2

Project Name: Window Replacement - Strader Bldg (Eastside)

Department: Facilities

Contact Person: [Mary Moscato or Current Facilities Director](#)

Email: mmoscato@washconc.org

Type: New Project/Purchase Expansion of Existing Project Maintain/Replace

Useful Life: 20 years

Description:
What will be done/purchased?
 Where will it be done/located?
 How will it be done/purchased?
 When will it be done/purchased?
 Replace ~10 windows on the Eastside of building. General Fund FY24

Justification:
Why should we do this?
 Are we required to do this? If so, by who or what?
 How will the County and its residents benefit from this?
 What happens if we don't do this?
 The seals and caulking have deteriorated resulting in moisture buildup in-between the panes. The windows are no longer energy efficient and contribute to the high utility bills. If the windows are not replaced we will continue to have water leaks. In order to make the Eastside wall weather proof it was determined that the windows need to be replaced and stucco applied over the bricks (captured on a separate CIP form).

Type:

Source Name:	General Fund	Grant	ARP			Yearly Total
FY 23/24	\$ 30,000.00					\$ 30,000.00
FY 24/25						\$ -
FY 25/26						\$ -
FY 25/27						\$ -
FY 25/28						\$ -
Source Total	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00

Alternatives:
Is there anything else we can do?
 Re-caulking around the windows may be a temporary fix to the leaking, but the windows are aged and will need to be replaced sooner rather than later. Note: This price is a guess; Louis is getting an quote, but the estimator is scheduled 4-6 week out.

Admin Use Only

Manager's Notes: This building continues to suffer from leakage during certain weather events which impacts all 3 floors along the eastern wall to varying degrees. The County has previously undertaken less extensive repairs hoping they would prevent the need for more extensive repairs including those proposed in this CIP form to replace the upstairs windows. Protecting the staff and assets of at least 4 different departments in this facility along with the integrity of its structure is critically important and Management recommends this item no longer be deferred in the hopes that other repairs may address the leakage.

<input type="checkbox"/> Health/Safety	Manager's Score:	1	CIP PROJECT #	F3
<input type="checkbox"/> Externally Mandated				

Washington County CIP Project v1.2

Project Name: Strader Building - Stucco Exterior East Wall

Department: Facilities

Contact Person: [Mary Moscato or Current Facilities Director](#)

Email: mmoscato@washconc.org

Type: New Project/Purchase Expansion of Existing Project Maintain/Replace

Useful Life: 50+ years

Description: Stucco the exterior East wall of the Strader Building. General Fund FY24
What will be done/purchased?
 Where will it be done/located?
 How will it be done/purchased?
 When will it be done/purchased?

Justification: The Cooperative Extension offices have had an ongoing issue with water leaks. It's been determined that the mortar between the bricks is deteriorating and rain water is penetrating the structure. Stucco is a very durable finish material with a typical life span of 50-80 years or more. Although it is one of the most durable surfaces available, it also features the lowest annual maintenance cost when compared to other siding materials. This repair will ultimately save tax payers money in building maintenance, as well as ensure the structural integrity of the building.
Why should we do this?
 Are we required to do this? If so, by who or what?
 How will the County and its residents benefit from this?
 What happens if we don't do this?

Type:

Source Name:	General Fund	Grant	ARP			Yearly Total
FY 23/24	\$ 30,000.00					\$ 30,000.00
FY 24/25						\$ -
FY 25/26						\$ -
FY 25/27						\$ -
FY 25/28						\$ -
Source Total	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00

Alternatives: A sealant was applied to the wall a couple of years ago, but was not successful in stopping the leaks. Note: replacing the windows on the East side of the building is being submitted on a separate CIP form.
Is there anything else we can do?

Admin Use Only

Manager's Notes: This building continues to suffer from leakage during certain weather events which impacts all 3 floors along the eastern wall to varying degrees. The County has previously undertaken less extensive repairs hoping they would prevent the need for more extensive repairs including those proposed in this CIP form to replace the upstairs windows. Protecting the staff and assets of at least 4 different departments in this facility along with the integrity of its structure is critically important and Management recommends this item no longer be deferred in the hopes that other repairs may address the leakage.

<input type="checkbox"/> Health/Safety	Manager's Score:	1	CIP PROJECT #	F4
<input type="checkbox"/> Externally Mandated				

Washington County CIP Project

v1.2

Project Name:	Courthouse Window Replacement (large windows from 1st-4th floor; Eastside)
Department:	Facilities
Contact Person:	Mary Moscato or Current Facilities Director
Email:	mmoscato@washconc.org

Type: New Project/Purchase Expansion of Existing Project Maintain/Replace

Useful Life: 20 years

Description:
What will be done/purchased?
 Where will it be done/located?
 How will it be done/purchased?
 When will it be done/purchased?

Replace the large windows that run vertically on the Eastside of the Courthouse from the 1st to the 4th floor. General Fund FY25

Justification:
Why should we do this?
 Are we required to do this? If so, by who or what?
 How will the County and its residents benefit from this?
 What happens if we don't do this?

The seals have deteriorated resulting in moisture buildup in-between the panes. The windows are no longer energy efficient and contribute to the high utility bills.

Estimated Cost by Year and Funding Source:

Source Name:	General Fund	Grant	ARP			Yearly Total
FY 23/24						\$ -
FY 24/25						\$ -
FY 25/26	\$ 60,000.00					\$ 60,000.00
FY 25/27						\$ -
FY 25/28						\$ -
Source Total	\$ 60,000.00	\$ -	\$ -	\$ -	\$ -	\$ 60,000.00

Alternatives:
Is there anything else we can do?

Admin Use Only

Manager's Notes: Replacement of these windows should be further evaluated and considered along with possible grant funding options. Management scores this item as a 3 based on higher priority projects taking precedence at the moment and recommends delaying until FY26 or later pending full evaluation. The project could be done in phases if needed.

<input type="checkbox"/> Health/Safety	Manager's Score:	3	CIP PROJECT #	F5
<input type="checkbox"/> Externally Mandated				

Washington County CIP Project						v1.2
Project Name:	Courthouse Elevator Major Alteration (Upgrade)					
Department:	Facilities					
Contact Person:	Mary Moscato or Current Facilities Director					
Email:	mmoscato@washconc.org					
Type:	<input type="checkbox"/> New Project/Purchase <input type="checkbox"/> Expansion of Existing Project <input checked="" type="checkbox"/> Maintain/Replace					
Useful Life:	20-25years					
Description: <small>What will be done/purchased? Where will it be done/located? How will it be done/purchased? When will it be done/purchased?</small>	Upgrade/upfit the elevator in the Courthouse that is over 50 years old. General Fund FY24 or FY25					
Justification: <small>Why should we do this? Are we required to do this? If so, by who or what? How will the County and its residents benefit from this? What happens if we don't do this?</small>	The elevator has mechanical issues and breaks down on a regular basis. The last repair cost \$40K and at this point it would make financial sense to invest in the major alteration. This will benefit the County and residents by giving them access to the various County offices, the Clerk of Court, Courtroom and Sheriff's Office. When the elevator is out of order it becomes an ADA compliance issue when disabled individuals cannot access the courtroom and other public offices.					
Estimated Cost by Year and Funding Source:						
Source Name:	General Fund	Grant	ARP			Yearly Total
FY 23/24	\$ 300,000.00					\$ 300,000.00
FY 24/25						\$ -
FY 25/26						\$ -
FY 25/27						\$ -
FY 25/28						\$ -
Source Total	\$ 300,000.00	\$ -	\$ -	\$ -	\$ -	\$ 300,000.00
Alternatives: <small>Is there anything else we can do?</small>						
Admin Use Only						
Manager's Notes: Management recommends pursuing this upgrade but deferring it until FY25 to enable spreading the costs over 2 fiscal years and to provide additional time for staff to review potential grant funding options. This would also provide sufficient time for CIP CMO3 to be completed which Management recommends prior to investing substantial resources in a major upgrade/upfit due to the need to address the potential elevator shaft flooding concerns/threat.						
<input type="checkbox"/> Health/Safety	Manager's Score:	2	CIP PROJECT #	F6		
<input type="checkbox"/> Externally Mandated						

Washington County CIP Project

v1.2

Project Name:	Migration to Microsoft 365
Department:	Information Technology
Contact Person:	Darlene Brabble Fikes
Email:	dfikes@washconc.org
Type:	<input type="checkbox"/> New Project/Purchase <input type="checkbox"/> Expansion of Existing Project <input checked="" type="checkbox"/> Maintain/Replace
Useful Life:	Ongoing as long as Microsoft continues product
Description: <small>What will be done/purchased? Where will it be done/located? How will it be done/purchased? When will it be done/purchased?</small>	Migrate current Microsoft Office Volume license to Microsoft Office 365 for all end users.
Justification: <small>Why should we do this? Are we required to do this? If so, by who or what? How will the County and its residents benefit from this? What happens if we don't do this?</small>	Creates efficiency and productivity. Keeps Office products up-to-date with latest security patches. Gives employees the ability to access from anywhere. Microsoft is shifting to subscription-only license, so it is better to migrate now before the volume-license is no longer available.

Estimated Cost by Year and Funding Source:

Source Name:	General Fund	Grant	ARP			Yearly Total
FY 23/24	\$ 17,000.00					\$ 17,000.00
FY 24/25	\$ 17,500.00					\$ 17,500.00
FY 25/26	\$ 18,000.00					\$ 18,000.00
FY 25/27	\$ 18,500.00					\$ 18,500.00
FY 25/28	\$ 19,000.00					\$ 19,000.00
Source Total	\$ 90,000.00	\$ -	\$ -	\$ -	\$ -	\$ 90,000.00

Alternatives: <small>Is there anything else we can do?</small>	Shift to a google based platform. Staff has periodically evaluated this option which is comparable or even more competitive in pricing depending on final solution implementation, but has determined shifting completely away from the more familiar MS Office platform would be a more significant challenge to train staff, particularly those who are less tech savvy and already somewhat familiar with MS Office products.
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Admin Use Only

Manager's Notes: The County has historically deferred much needed technology upgrades due to anticipated costs and lack of understanding returns on investment. This CIP is the first major step back toward getting on the right path with our overall IT strategy. It would consolidate and upgrade all older less secure versions of MS Office products and keep all employees working from the same updated secure versions moving forward. This should also free up IT staff time involved in trying to install, troubleshoot, and manage multiple sometimes unsupported MS Office products and streamline training and interoffice collaboration between users of the same versions. DSS successfully undertook this upgrade in 2020. Management recommends the rest of the county computer systems follow suit, especially given the eventual termination of non-subscription licensing.

<input type="checkbox"/> Healthy/Safety/Welfare <input type="checkbox"/> Externally Mandated	Manager's Score:	2	CIP PROJECT #	IT2
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Washington County CIP Project v1.2

Project Name:	Replace IT Switches
Department:	Information Technology
Contact Person:	Darlene Brabble Fikes
Email:	dfikes@washconc.org

Type: New Project/Purchase Expansion of Existing Project Maintain/Replace

Useful Life: 3-5 years

Description:
What will be done/purchased?
 Where will it be done/located?
 How will it be done/purchased?
 When will it be done/purchased?

Replace County Main Switches located in the IT office. To be ordered via Quote and PO in FY23-24.

Justification:
Why should we do this?
 Are we required to do this? If so, by who or what?
 How will the County and its residents benefit from this?
 What happens if we don't do this?

The current County Switches were installed May 2017. They are now 5 1/2 years old and will need to be replaced with updated technology in order to keep users connected to the server and reduce possible downtime.

Estimated Cost by Year and Funding Source:

Source Name:	General Fund	Grant	ARP			Yearly Total
FY 23/24	\$ 25,000.00					\$ 25,000.00
FY 24/25						\$ -
FY 25/26						\$ -
FY 25/27						\$ -
FY 25/28						\$ -
Source Total	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00

Alternatives:
Is there anything else we can do?

Admin Use Only

Manager's Notes: Switches keep traffic between two devices from getting in the way of your other devices on the same network. Switches allow you to control who has access to various parts of the network. Switches allow you to monitor usage. Switches allow communication (within your network) that's even faster than the Internet. Average lifespan for switches depending on quality, usage, and other factors is 5 to 7 years, but effectiveness can diminish long before actual breakage.

<input type="checkbox"/> Health/Safety	Manager's Score:	2	CIP PROJECT #	IT3
<input type="checkbox"/> Externally Mandated				

Washington County CIP Project

Project Name:	MTW Parking Lot Remediation					
Department:	County Manager's Office, Health Department, Senior Center					
Contact Person:	Richard Livingston					
Email:	managementfellow@washconc.org					
Type:	<input type="checkbox"/> New Project/Purchase <input type="checkbox"/> Expansion of Existing Project <input checked="" type="checkbox"/> Maintain/Replace					
Useful Life:	30+ years					
Description: <small>What will be done/purchased? Where will it be done/located? How will it be done/purchased? When will it be done/purchased?</small>	MTW Parking Lot Remediation (resurfacing)					
Justification: <small>Why should we do this? Are we required to do this? If so, by who or what? How will the County and its residents benefit from this? What happens if we don't do this?</small>	This project improves access to the Health Department and Senior Center by remediating failing infrastructure which is a potential danger to vehicles and pedestrians in a high traffic area.					
Estimated Cost by Year and Funding Source:						
Source Name:	General Fund	USDA Grant				Yearly Total
FY 23/24	\$ 250,000.00					\$ 250,000.00
FY 24/25						\$ -
FY 25/26						\$ -
FY 25/27						\$ -
FY 25/28						\$ -
Source Total	\$ 250,000.00	\$ -	\$ -	\$ -	\$ -	\$ 250,000.00
Admin Use Only						
<p>Manager's Notes: The failing parking lot has been a recurring complaint from MTW and Senior Center personnel. Staff secured a USDA grant in FY23 but after bidding that project which at the time included a covered walkway to the parking area let the grant lapse due to exorbitant construction cost quotes. Management believes of the multiple county parking lots in need of resurfacing, this lot is the most critical and should take precedence over any other resurfacing projects. A USDA grant opportunity may also still exist and should be considered parallel to any local funding commitment.</p>						
<input type="checkbox"/> Health/Safety <input type="checkbox"/> Externally Mandated	Manager's Score:	2	CIP PROJECT #	MTW1		

Washington County CIP Project

v1.2

Project Name:	Consolidation of Power Sources at Gym
Department:	Recreation
Contact Person:	Randy Fulford
Email:	rfulford@washconc.org
Type:	<input type="checkbox"/> New Project/Purchase <input type="checkbox"/> Expansion of Existing Project <input checked="" type="checkbox"/> Maintain/Replace
Useful Life:	N/a
Description: <small>What will be done/purchased? Where will it be done/located? How will it be done/purchased? When will it be done/purchased?</small>	The gym and surrounding facilities (football field, concession stand, announcing booth) are currently on two separate electrical systems and meter boxes. A quote has been received from Robbie Barber Electrical to combine the two systems.
Justification: <small>Why should we do this? Are we required to do this? If so, by who or what? How will the County and its residents benefit from this? What happens if we don't do this?</small>	Having two separate electrical systems creates an opportunity for injury in the event of an emergency. If first responders were to shut off one without the other it could lead to a false sense of security and an increased chance of electrocution.

Estimated Cost by Year and Funding Source:

Source Name:	General Fund	Grant	ARP			Yearly Total
FY 23/24	\$ 15,000.00					\$ 15,000.00
FY 24/25						\$ -
FY 25/26						\$ -
FY 25/27						\$ -
FY 25/28						\$ -
Source Total	\$ 15,000.00	\$ 250,000.00		\$ -	\$ -	\$ 265,000.00

Alternatives: <small>Is there anything else we can do?</small>	
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Admin Use Only

Manager's Notes: After touring the facility and preliminary discussions with the Planning Department further analysis is warranted, but there is no immediate need to undertake this project as a stand alone project. Instead it should be considered as part of other larger projects if/when undertaken, and only if actually required. As an example, if relocation of electrical is required to facilitate the ADA bathroom renovations it could be undertaken as part of that project.

<input type="checkbox"/> Health/Safety	Manager's Score:	3	CIP PROJECT #	REC2
<input type="checkbox"/> Externally Mandated				

Washington County CIP Project

v1.2

Project Name:	Think Tank/Alliance Community Development Projects
Department:	Recreation/Community Development
Contact Person:	Curtis Potter
Email:	cpotter@washconc.org
Type:	<input checked="" type="checkbox"/> New Project/Purchase <input type="checkbox"/> Expansion of Existing Project <input type="checkbox"/> Maintain/Replace
Useful Life:	
Description: <small>What will be done/purchased? Where will it be done/located? How will it be done/purchased? When will it be done/purchased?</small>	In the spring of 2022 Wesley Stokes (WC Think Tank) and James & Joyce Holloway (Alliance for Greater Eastern NC) met with 2 commissioners and staff to discuss the County's use of ARPA funds, and potential funding of various projects as outlined in a letter dated 6/23/22 with attached project details.
Justification: <small>Why should we do this? Are we required to do this? If so, by who or what? How will the County and its residents benefit from this? What happens if we don't do this?</small>	Staff shared this info with the Board, and informed the group their project ideas would be considered for inclusion in upcoming CIP revision process. The projects include: 1) Renovation of the Old Roper Elementary School Gym as a community center; 2) Construction of covered picnic shelters adjacent to Skinnersville Civic Center, and a second shelter somewhere in Creswell; and 3) Installation of Electric Vehicle Charging Stations somewhere along US64 Corridor as an economic development project. Since the original info was provided, staff has also been approached by Jack Webb and Holloways to consider assisting in the renovation of the Skinnersville Civic Center via a Rural Development Grant anticipated to require a county commitment sometime in early 2023. Staff has been working with the group to develop more details.

Estimated Cost by Year and Funding Source:

Source Name:	General Fund	Grant	ARP			Yearly Total
FY 23/24	Only if required for Match Funds	TBD	n/a			\$ -
FY 24/25						\$ -
FY 25/26						\$ -
FY 25/27						\$ -
FY 25/28						\$ -
Source Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Alternatives: <small>Is there anything else we can do?</small>	Multiple depending on known and unknown circumstances surrounding available county facilities/property and grant funding opportunities.
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Admin Use Only

Manager's Notes: Overall management supports the general project concepts presented, and believes most if not all could qualify for some kind of recreation/community development grant funding. Concerns include the degree of: 1) county resources required to apply for and facilitate related grants, and 2) ongoing maintenance costs and sustainability of individual projects. Management recommends the county continue to work with interested persons/groups to help facilitate project development and limited grant facilitation where appropriate. Of the projects presented the two renovation projects are the most expensive and least detailed in terms of known scope. Management recommends first pursuing an EV charging station at the Airport and/or in Downtown Plymouth/Creswell, then considering construction of covered picnic shelters (staff resources to maintain and keep the shelters safe and free of constant trash and debris is a concern). Working a shelter into either renovation project or an EV charging project should be considered. Any undertaking of either renovation project should only be pursued after substantial details are developed and written commitments are made as to the scope and funding of the actual project and intended long term goals/use of the asset including its benefits to county citizens. Management continues to recommend seeking ways to consolidate limited recreational resources and assets wherever possible to provide a higher quality countywide experience from fewer locations, as opposed to a thinly spread sporadically maintained collection of properties. Data regarding actual or projected usage of any new recreational areas should be sought and closely evaluated.

<input type="checkbox"/> Healthy/Safety/Welfare	Manager's Score:	3	CIP PROJECT #	REC3
<input type="checkbox"/> Externally Mandated				

Washington County CIP Project

v1.2

Project Name:	Landfill Mower
Department:	Sanitation/Landfill
Contact Person:	Danny Reynolds
Email:	dreynolds@washconc.org
Type:	<input type="checkbox"/> New Project/Purchase <input type="checkbox"/> Expansion of Existing Project <input checked="" type="checkbox"/> Maintain/Replace
Useful Life:	10 Years
Description: <small>What will be done/purchased? Where will it be done/located? How will it be done/purchased? When will it be done/purchased?</small>	Purchasing a new John Deere rZ960m Gas Mower at state contract pricing. Funding source is enterprise fund. Surplusing existing mower for an estimated \$500
Justification: <small>Why should we do this? Are we required to do this? If so, by who or what? How will the County and its residents benefit from this? What happens if we don't do this?</small>	Current mower is aged and unreliable maintenance costs have increased year over year. There are approximately 5 acres to be mowed at the sanitation site.

Estimated Cost by Year and Funding Source:

Source Name:	General Fund	Grant	ARP	Landfill		Yearly Total
FY 21/22						\$0
FY 22/23						\$0
FY 23/24				\$ 12,500.00		\$12,500
FY 24/25						\$0
FY 25/26						\$0
Source Total	\$ -	\$ -	\$ -	\$ 12,500.00	\$ -	\$ 12,500.00

Alternatives: <small>Is there anything else we can do?</small>	Contract mowing services out at estimated \$150 - \$250/bi-weekly.
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Admin Use Only

Manager's Notes: Landfill staff is req a new mower est. betw \$10k and \$15k in cost to mow 5 acres in house. Depending on staff availability (staff will be taking on a considerable amount of new work with trash requests coming to LF) the cost/benefit of in-house vs. contracted mowing should be weighed before making a final purchase decision. Although in-house mowing may be cheaper in theory, this depends upon the availability of staff in terms of time and fuel costs/maintenance/upkeep for in-house equipment which is often not factored into the cost analysis initially.

<input type="checkbox"/> Healthy/Safety/Welfare <input type="checkbox"/> Externally Mandated	Manager's Score:	3	CIP PROJECT #	SAN1
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Washington County CIP Project

Project Name:	Water System Interconnection Repair					
Department:	Water					
Contact Person:	Lee Sasser					
Email:	lsasser@washconc.org					
Type:	<input type="checkbox"/> New Project/Purchase <input type="checkbox"/> Expansion of Existing Project <input checked="" type="checkbox"/> Maintain/Replace					
Useful Life:	30+ years					
Description: <small>What will be done/purchased? Where will it be done/located? How will it be done/purchased? When will it be done/purchased?</small>	The county's water interconnections with Roper are nonfunctional, meaning we are unable to accurately measure how much water the town is using and charge them for their usage accordingly. Fixing this issue will mean repairing these 3 interconnections by using a qualified contractor procured using the RFP process.					
Justification: <small>Why should we do this? Are we required to do this? If so, by who or what? How will the County and its residents benefit from this? What happens if we don't do this?</small>	We are currently estimating water usage using historical data for the town of Roper. Fixing this will allow us to make sure we are getting fully compensated for water provided to the municipality. Continuing to estimate could place an undue burden on county water customers compared to municipal water customers served by the county.					
Estimated Cost by Year and Funding Source:						
Source Name:	General Fund	DEQ Grant				Yearly Total
FY 21/22	n/a					\$ -
FY 22/23		\$ 200,000.00				\$ 200,000.00
FY 23/24						\$ -
FY 24/25						\$ -
FY 25/26						\$ -
Source Total	n/a	\$ 200,000.00	TBD	\$ -	\$ -	\$ 200,000.00
Admin Use Only						
<p>Manager's Notes: Beyond more accurately tracking the cost of water sold, these repairs are needed to insure that the supply of water to the Town of Roper can be appropriately maintained and controlled as needed to accommodate ongoing repairs and modifications to both systems in and around the three original interconnections which have now all failed (the last failed within the past 2 years), and will help both entities show VUR compliance. The Town of Roper should also be asked to contribute toward these repairs from their own utility funds as the interconnections apply to and serve both systems.</p>						
<input type="checkbox"/> Health/Safety	Manager's Score:	2	CIP PROJECT #	W2		
<input type="checkbox"/> Externally Mandated						

Washington County CIP Project v1.2						
Project Name:	Pea Ridge Pump Station Remediation					
Department:	Water					
Contact Person:	Lee Sasser					
Email:	lsasser@washconc.org					
Type:	<input type="checkbox"/> New Project/Purchase <input type="checkbox"/> Expansion of Existing Project <input checked="" type="checkbox"/> Maintain/Replace					
Useful Life:	20+ years					
Description: <small>What will be done/purchased? Where will it be done/located? How will it be done/purchased? When will it be done/purchased?</small>	Remediation of the Pea Ridge booster station to include the replacement of rusted pipes. The county has retained on call engineering services for the design and engineering components.					
Justification: <small>Why should we do this? Are we required to do this? If so, by who or what? How will the County and its residents benefit from this? What happens if we don't do this?</small>	The Pea Ridge booster station is in poor condition as a result of rust. Should this station fail, it would result in service interruptions and a decrease in service quality for the duration that it is offline. While the water system can accommodate it being offline, service to the surrounding area would suffer.					
Estimated Cost by Year and Funding Source:						
Source Name:	General Fund	Grant	ARP	VUR	Water	Yearly Total
FY 21/22						\$ -
FY 22/23						\$ -
FY 23/24						\$ -
FY 24/25						\$ -
FY 25/26					\$ 150,000.00	\$ 150,000.00
Source Total	\$ -	\$ -	\$ -	\$ -	\$ 150,000.00	\$ 150,000.00
Alternatives: <small>Is there anything else we can do?</small>	Following through with the expansion of the main in Pea Ridge (a project that was in the early design stage several years back) would eliminate the need for this booster station.					
Admin Use Only						
Manager's Notes: Management recommends bypassing this project in favor of pursuing the full Pea Ridge Water Expansion (CIP W6) which if undertaken will resolve the need for this otherwise redundant project. If CIP-W6 is not undertaken by 2025, this project should be funded for FY26						
<input type="checkbox"/> Health/Safety	Manager's Score:	3	CIP PROJECT #	W5		
<input type="checkbox"/> Externally Mandated						

Washington County CIP Project v1.2

Project Name:	Pea Ridge Main Expansion
Department:	Water
Contact Person:	Lee Sasser
Email:	lsasser@washconc.org

Type: New Project/Purchase Expansion of Existing Project Maintain/Replace

Useful Life: 50+ years

Description:
What will be done/purchased?
 Where will it be done/located?
 How will it be done/purchased?
 When will it be done/purchased?

Expansion of water mains in the Pea Ridge area of the County. The County has an existing relationship with Rivers and Associates regarding this project and is currently waiting on funding decisions from NC DEQ to determine next steps. Should DEQ grant funding not be available, the County has previously discussed USDA financing.

Justification:
Why should we do this?
 Are we required to do this? If so, by who or what?
 How will the County and its residents benefit from this?
 What happens if we don't do this?

The County previously invested considerable resources to determine it has a demonstrated need to expand its water main from the Water Plant in Roper through the Pea Ridge area to resolve inadequate existing pressure issues during peak summer use; to update and add resiliency to this portion of the county water distribution system including the replacement of an aging pump station (See CIP-W5); and to accommodate what is anticipated to be the continued development of this area of the county.

Estimated Cost by Year and Funding Source:

Source Name:	General Fund	Grant	ARP	VUR	Water	Yearly Total
FY 23/24		TBD			\$ 2,000,000.00	\$ 2,000,000.00
FY 24/25		TBD			\$ 5,000,000.00	\$ 5,000,000.00
FY 25/26						\$ -
FY 25/27						\$ -
FY 25/28						\$ -
Source Total	\$ -	\$ -	\$ -	\$ -	\$ 7,000,000.00	\$ 7,000,000.00

Alternatives:
Is there anything else we can do?

Do nothing and continue to suffer potential low water pressure issues in the area of the county that anticipates the most growth which may discourage future development. Additionally, the county could pursue a regionalization of water systems throughout the county which could create more opportunities for grant funding.

Admin Use Only

Manager's Notes: Project costs have increased considerably due to inflation of construction costs. Management recommends pursuing a combination of USDA loan/grant funding to facilitate this major CIP project which will both resolve a variety of existing issues while also positioning the county to handle increased residential growth which projections indicate will continue in this area. All non-grant funding to be paid from the proprietary water fund.

<input type="checkbox"/> Health/Safety	Manager's Score:	2	CIP PROJECT #	W6
<input type="checkbox"/> Externally Mandated				

Washington County CIP Project						v1.2
Project Name:	Water Meter change out program					
Department:	Water Department					
Contact Person:	Lee Sasser					
Email:	lsasser@washconc.org					
Type:	<input type="checkbox"/> New Project/Purchase <input type="checkbox"/> Expansion of Existing Project <input checked="" type="checkbox"/> Maintain/Replace					
Useful Life:	15 to 20 year life span					
Description: <small>What will be done/purchased? Where will it be done/located? How will it be done/purchased? When will it be done/purchased?</small>	New Badger E-Series meters will be installed in the distribution system. The work will be done in Washington County Water System. The meters will be installed by the Water Distribution Technicians. Would like to start 9/2023 and finish by 12/2023 with the first 500 meters. I added 10% to the price of the meters per year.					
Justification: <small>Why should we do this? Are we required to do this? If so, by who or what? How will the County and its residents benefit from this? What happens if we don't do this?</small>	In 2014 we changed out all the meters in the water system to a Badger LP meter, the LP meter has been discontinued. We have started using Badgers E-Series Ultrasonic meter. Badger offers a 20 year warranty on the E- Series meter. We are not required to do this. With new meters readings will be more accurate billing and they dont have any moving part to break. The Badger LP meters are failing and they are outside of the warranty. Old meters slow down from age. They are not as accurate.					
Estimated Cost by Year and Funding Source:						
Source Name:	General Fund	Water				Yearly Total
FY 23/24		\$ 149,060.00				\$ 149,060.00
FY 24/25		\$ 162,250.00				\$ 162,250.00
FY 25/26		\$ 178,475.00				\$ 178,475.00
FY 25/27		\$ 196,325.00				\$ 196,325.00
FY 25/28		\$ 215,960.00				\$ 215,960.00
Source Total	\$ -	\$ 250,000.00		\$ -	\$ -	\$ 902,070.00
Alternatives: <small>Is there anything else we can do?</small>	Contract out the installation of the meters. This may be required depending on personnel/operational resources at the time of installation.					
Admin Use Only						
Manager's Notes: Previously installed readers had a warranty of 5 years compared with these which have 10. Meters tend to fail to the benefit of individual customers and at the expense of the other customers and overall water system. Failing meters also create a substantial drain on limited personnel and system resources. Meters require periodic replacement to proactively manage and maintain any utility system.						
<input type="checkbox"/> Health/Safety <input type="checkbox"/> Externally Mandated	Manager's Score:	2		CIP PROJECT #	W7	

Washington County CIP Project						v1.2
Project Name:	Water Department Trucks					
Department:	Water Department					
Contact Person:	Lee Sasser					
Email:	lsasser@washconc.org					
Type:	<input type="checkbox"/> New Project/Purchase <input type="checkbox"/> Expansion of Existing Project <input checked="" type="checkbox"/> Maintain/Replace					
Useful Life:	8 years					
Description: <small>What will be done/purchased? Where will it be done/located? How will it be done/purchased? When will it be done/purchased?</small>	1 Chevrolet Silverado 1500 Double cab 4WD from Water plant. 1 Chevrolet Silverado 1500 Double cab 4WD from distribution system. We will get the trucks through State Contract. FY 23/24. the price per truck is \$38000.00 X 2 = \$76000.00					
Justification: <small>Why should we do this? Are we required to do this? If so, by who or what? How will the County and its residents benefit from this? What happens if we don't do this?</small>	As of now we are using SUV's. We work in water, mud and we transport chemicals to well sites. Some of the tools we use will not fit in the SUV's and cannot carry the loads safely.					
Estimated Cost by Year and Funding Source:						
Source Name:	General Fund	Grant	Water Revenues			Yearly Total
FY 23/24			\$ 76,000.00			\$ 76,000.00
FY 24/25						
FY 25/26						
FY 25/27						
FY 25/28						
Source Total	\$ -	\$ -	\$ 76,000.00	\$ -	\$ -	
Alternatives: <small>Is there anything else we can do?</small>						
Admin Use Only						
Manager's Notes: Management concurs based on review of existing water department vehicle mileage.						
<input type="checkbox"/> Health/Safety	Manager's Score:	2	CIP PROJECT #	W8		
<input type="checkbox"/> Externally Mandated						

Washington County CIP Project v1.2

Project Name: Well Rehabilitation Project
Department: Water Department
Contact Person: [Lee Sasser](#)
Email: lsasser@washconc.org

Type: New Project/Purchase Expansion of Existing Project Maintain/Replace

Useful Life: 8-15 years

Description:
What will be done/purchased?
 Where will it be done/located?
 How will it be done/purchased?
 When will it be done/purchased?
 475S150-2B all stainless pump end, 20 hp 460 V 3 phase motor, 6" certalok drop pipe
 2- 6" stainless steel adapters, sub cable, 1" hydrogen peroxide pipe, 1 1/4" water level detection pipe,
 stainless well elle & tie in, superchlorination, bacteria sample and installation
 Conduct a 1 hour pre-rehab pump test if water levels can be taken, Pull LST pump
 Run pre-rehab video survey, Brush well & suction debris, surge acid in screen, allow acid to remain
 overnight, brush well again and suction debris, inject biocide and chlorine solution in well, surge well,
 clear well by pumping and run post cleaning video.

Justification:
Why should we do this?
 Are we required to do this? If so, by who
 or what?
 How will the County and its residents
 benefit from this?
 What happens if we don't do this?
 Well 1 is 23 years old. A new submersible pump is more efficient which makes
 electric bills go down and productivity go up. This will lower operating cost for the
 County and Citizens. As old as well 1 is the pump could suffer a breakdown.

Estimated Cost by Year and Funding Source:

Source Name:	General Fund	Grant	ARP			Yearly Total
FY 23/24						
FY 24/25	\$ 57,877.00					
FY 25/26						
FY 25/27						
FY 25/28						
Source Total	\$ 57,877.00	\$ -	\$ -	\$ -	\$ -	\$ 57,887.00

Alternatives:
Is there anything else we can do?

Admin Use Only

Manager's Notes: This pump is well past the anticipated lifespan and should be replaced soon to maintain
 proper redundancy protections to insure continuous uninterrupted flow of our county water supply.

<input type="checkbox"/> Health/Safety	Manager's Score:	1	CIP PROJECT #	W9
<input type="checkbox"/> Externally Mandated				

Washington County CIP Project						v1.2
Project Name:	Well Insulation Project					
Department:	Water Department					
Contact Person:	Lee Sasser					
Email:	lsasser@washconc.org					
Type:	<input type="checkbox"/> New Project/Purchase <input type="checkbox"/> Expansion of Existing Project <input checked="" type="checkbox"/> Maintain/Replace					
Useful Life:	8-15 years					
Description: <small>What will be done/purchased? Where will it be done/located? How will it be done/purchased? When will it be done/purchased?</small>	Insulation Services – 3 Wells in Roper, NC. We propose to provide supervision, labor and material to remove existing insulation from wells 1, 2 & 3 and re-insulate and heat trace piping at the above referenced facility. Insulation will be fiberglass with a metal jacket finish.					
Justification: <small>Why should we do this? Are we required to do this? If so, by who or what? How will the County and its residents benefit from this? What happens if we don't do this?</small>	Insulation will protect the wells from freezing. We are not required to do this. During freezing weather it will protect the water lines at the wells from freezing. There is the possibility of the water lines freezing and breaking.					
Estimated Cost by Year and Funding Source:						
Source Name:	General Fund	Grant	ARP			Yearly Total
FY 23/24						
FY 24/25	\$ 15,000.00					
FY 25/26						
FY 25/27						
FY 25/28						
Source Total	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00
Alternatives: <small>Is there anything else we can do?</small>						
Admin Use Only						
Manager's Notes: Management requires further analysis to properly score pros/cons of proposed project. If current insulation is insufficient, it would justify a score of 2. If current insulation is/has been sufficient and this is a preventative maintenance best practice, Management's score would be 3.						
<input type="checkbox"/> Health/Safety <input type="checkbox"/> Externally Mandated	Manager's Score:	3		CIP PROJECT #	W10	

Washington County CIP Project

v1.2

Project Name:	Water Plant Paving
Department:	Water Department
Contact Person:	Lee Sasser
Email:	lsasser@washconc.org

Type: New Project/Purchase Expansion of Existing Project Maintain/Replace

Useful Life: 25 years

Description:
What will be done/purchased?
 Where will it be done/located?
 How will it be done/purchased?
 When will it be done/purchased?

Resurfacing of water plant parking and driving surfaces (approximately 28,000 sqft) at \$9 per square foot.

Justification:
Why should we do this?
 Are we required to do this? If so, by who or what?
 How will the County and its residents benefit from this?
 What happens if we don't do this?

Existing parking and driving surfaces are failing creating potholes and dangerous driving/walking conditions. Potholes also increase wear on equipment and vehicles.

Estimated Cost by Year and Funding Source:

Source Name:	General Fund	Grant	ARP			Yearly Total
FY 23/24						
FY 24/25						
FY 25/26	\$ 252,000.00					
FY 25/27						
FY 25/28						
Source Total	\$ 252,000.00	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00

Alternatives:
Is there anything else we can do?

Admin Use Only

Manager's Notes:

<input type="checkbox"/> Health/Safety	Manager's Score:	3	CIP PROJECT #	W11
<input type="checkbox"/> Externally Mandated				