



Shenandoah County, Virginia

Five Year Capital Improvement Program

Fiscal Years

2021-2025

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INTRODUCTION

Capital Improvement Program: An Overview

A Capital Improvement Program (CIP) is a financial planning, budgeting and management tool that identifies public facility and equipment requirements, places these requirements in order of priority and schedules them for funding and implementation. The CIP consists of an administrative process leading to the development of two products:

- Capital Improvement Plan – a multi-year plan that identifies all capital projects that are expected to be funded during that period (*subject to annual review and revision*)
- Capital Improvement Budget – a capital spending plan for the current fiscal year

A CIP plays a vital role in a government because it provides for an orderly and routine method of planning and financing a government’s required capital improvements.

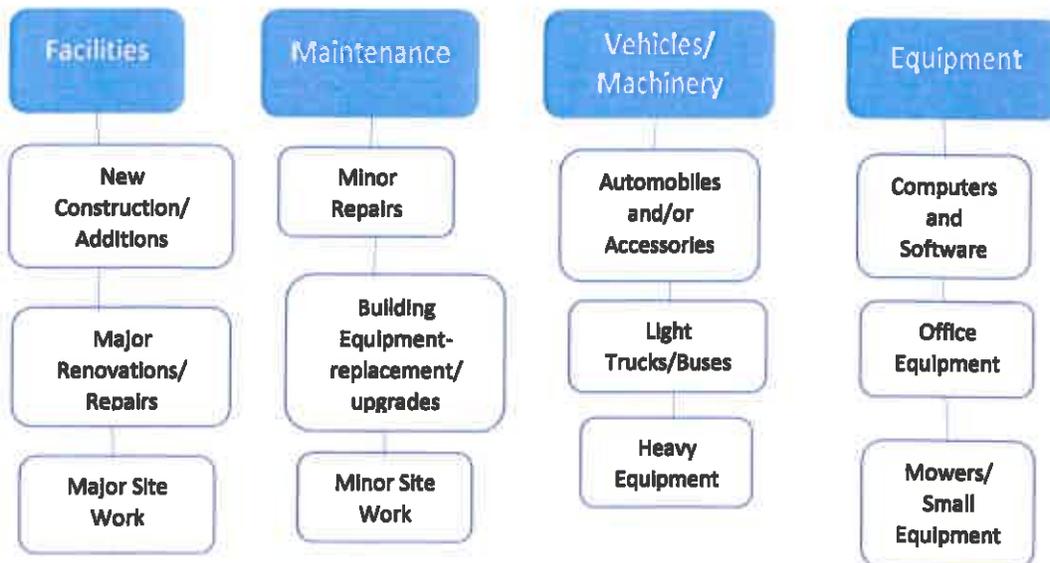
It should be noted; the CIP is strictly an advisory document. Once the CIP is approved, individual project priorities could change throughout the course of the year.

Capital Projects Defined

A major capital project is defined as a project, non-recurring in nature, or a fixed asset that meets the following criteria:

- The item/project is tangible (touchable)
- The total value is \$5,000 or more, and
- The life expectancy is *at least* five (5) years

A capital project considers all costs to engineer, construct, acquire, repair, renovate, or replace the item. Types of capital projects, as illustrated below, include facilities development and/or improvements, as well as vehicle and equipment needs.





CIP Development Process

The CIP process began with the submission of capital expenditure requests from County departments, constitutional offices, and other agencies based upon an inventory and assessment of the existing condition of facilities and equipment and forecasted replacement or other needs. A CIP review team was established consisting of the County Administrator, Deputy County Administrator, and Director of Finance. The team individually reviewed the requests and then met to discuss the needs presented and objectively ranked them based on overall County needs. Through discussions with department directors and constitutional officers during budget deliberations, the CIP review team ultimately identified the projects they would recommend to the Board of Supervisors and ultimately approved in the budget process.

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ADOPTED CAPITAL PROJECT LISTING
Fiscal Year 2021 - Special Revenue and Enterprise Funds

Shenandoah County Capital Improvement Program FY21 to FY25

Capital Project Description	Fund	Department	Fiscal Year	Total Project Cost
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SPECIAL REVENUE FUND - FACILITIES AND MAINTENANCE PROJECTS

Wagner Park Entrance Road			FY21	6,000
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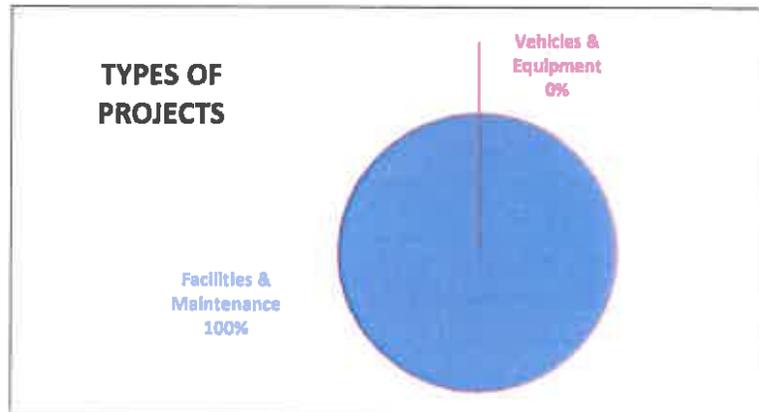
ENTERPRISE FUND FISCAL YEAR 2021 CIP TOTAL 6,000

ENTERPRISE FUND - FACILITIES AND MAINTENANCE PROJECTS

Chemical Storage Improvements			FY21	23,000
Phase 4 Landfill			FY21	3,600,000
UVCIPP Reline Pipeline Rehabilitation			FY21	144,000

SPECIAL REVENUE FUND FISCAL YEAR 2021 CIP TOTAL 3,767,000

GRAND TOTAL - ALL FUNDS - FISCAL YEAR 2020 3,773,000



Shenandoah County Capital Improvement Program - FY21 to FY25

RECOMMENDED CAPITAL PROJECT LISTING

Fiscal Year 2021-2025 (by year)

Fiscal Year 2021

NONE	FY21	0
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Fiscal Year 2021 General Fund Facilities and Maintenance Total		0
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GENERAL FUND - VEHICLE AND EQUIPMENT PROJECTS FY21

NONE	FY21	0
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Fiscal Year 2021 General Fund Vehicles and Equipment Total		0
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SPECIAL REVENUE FUND - FACILITIES AND MAINTENANCE PROJECTS FY21

Wagner Park Entrance Road	FY21	6,000
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TOTAL ENTERPRISE FUND CAPITAL PROJECTS FY21		<u>6,000</u>
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ENTERPRISE FUND - FACILITIES AND MAINTENANCE PROJECTS FY21

Chemical Storage Improvements	FY21	23,000
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Phase 4 Landfill	FY21	3,600,000
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UVCIPP Reline Pipeline Rehabilitation	FY21	144,000
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TOTAL ENTERPRISE FUND CAPITAL PROJECTS FY21		<u>3,767,000</u>
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GRAND TOTAL CAPITAL PROJECTS FY21		<u>3,773,000</u>
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Capital Improvement Program Fiscal Years 2021-2025

Project Name: Wagner Park Entrance Road

Department / Function: Parks and Recreation

Project Description: Construction of access road and parking area to Wagner Park.

Justification:

The County acquired property from the Wagner Family to be used as a public park. A paved entrance and parking area will be the first step in opening the park up for convenient access. Additionally, cleanup and installation of board fencing around the main house area will begin.

Impact on Operating Budget:

There will be no significant impact on the budget as the County currently leases part of the property for farming and those revenues will offset this part of the project.

Sources and Uses of Funding:

	<u>FY2021</u>
<u>Funding Uses:</u>	
	<u>Amount:</u>
Parks & Rec	<u>\$6,000</u>
	<u>\$6,000</u>
<u>Funding Sources:</u>	
Special Revenue Fund	<u>\$6,000</u>
	<u>\$6,000</u>

Project Name: Chemical Storage Improvements

Department / Function: North Fork Waste Water Treatment Plant

Project Description: Modify the chemical storage building to accommodate storage and use of chemical drums.

Justification:

The chemical storage building at the plant is not suitable for existing use. Chemicals are stored uncovered outside. Moving stored chemicals from outside to inside presents risks. Modifications are needed to keep chemicals under roof, and improve transfer of drums into building.

Impact on Operating Budget:

No significant impact on operating costs within the Fiscal Year 2021 operating budget.

Sources and Uses of Funding:

<u>FY2021</u>	
<u>Funding Uses:</u>	<u>Amount:</u>
NFWWTP	<u>\$23,000</u>
	<u>\$23,000</u>
<u>Funding Sources:</u>	
Enterprise Fund	<u>\$23,000</u>
	<u>\$23,000</u>

Project Name: Phase 4 Landfill

Department / Function: Solid Waste

Project Description: Construct the Phase 4 landfill cell, a 5.5-acre cell adjacent to Phase 3.

Justification:

The existing landfill cells (Phases 1-3) will not have space for additional refuse within approximately 2 years. Phase 3 was completed in 2016, and entered into use in December 2016. Because of the configuration on Phase 3, it will initially fill up more quickly than adjacent cells. At the current waste burial rate, we anticipate being at capacity with the current 3 phases by 2022. Construction of Phase 4 should provide approximately 6-8 years of landfill capacity before Phase 5 (or the piggyback) would need to be in place.

Impact on Operating Budget:

Due to the cost of engineering development and construction the County will pursue a VRA bond issue to help with the costs. As such, the County will see 10-years of debt service principal and interest payments.

Sources and Uses of Funding:

<u>FY2021</u>	
<u>Funding Uses:</u>	<u>Amount:</u>
Solid Waste	<u>\$3,600,000</u>
	<u>\$3,600,000</u>
<u>Funding Sources:</u>	
Enterprise Fund	<u>\$3,600,000</u>
	<u>\$3,600,000</u>

Project Name: UVCIPP Reline Pipeline Rehabilitation

Department / Function: Stoney Creek Sanitary District

Project Description: Ongoing effort to reline leaking sewer pipes.

Justification:

The relining projects helps to reduce the infiltration and inflow (I&I) as well as flow impact to wastewater treatment plant. Reduction of I&I is necessary to avoid enforcement action from DEQ and to reduce costs by limiting flows to the sewer treatment plant.

Impact on Operating Budget:

This project will reduce costs from less infiltration flow to the WWTP.

Sources and Uses of Funding:

<u>FY2021</u>	
<u>Funding Uses:</u>	<u>Amount:</u>
Stoney Creek SD	<u>\$144,000</u> \$144,000
 <u>Funding Sources:</u>	
Enterprise Fund	<u>\$144,000</u> \$144,000

CAPITAL PROJECT FUNDING

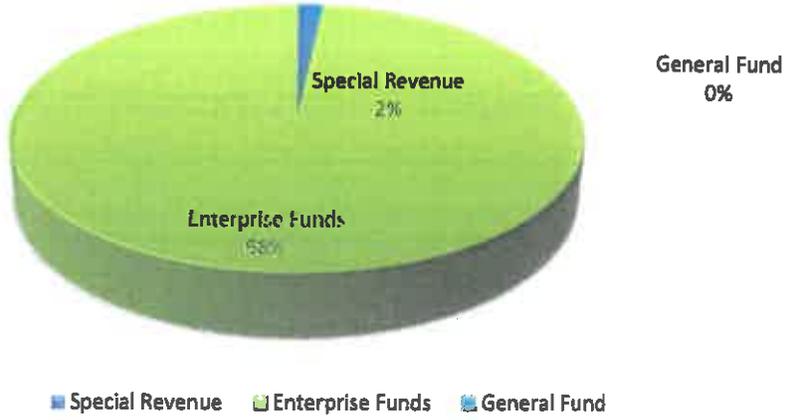
A central and critical feature of capital planning is the identification of available sources of funding. There are many options of funding available to the County - from external sources such as federal and state grants, asset forfeiture funding, private contributions and donations, low or no-interest subsidized loan programs to the County's own-source financing mechanism such as pay-as-you-go financing and debt financing. Below are the funding sources recommended for the approved Fiscal Year 2020 capital projects.

Shenandoah County Capital Improvement Program FY21 to FY25

Capital Project Description	Department	Total Project Cost	FUNDING SOURCES					Total Funding
			General Fund	Special Revenue Fund	Enterprise Fund	Federal and State Grant Funds	Asset Forfeiture Funds	
SPECIAL REVENUE FUND - FACILITIES AND MAINTENANCE PROJECTS								
Wagner Park - Entrance Road	Parks and Recreation	6,000	-	6,000	-	-	-	6,000
Fiscal Year 2021 Facilities & Maintenance Total		6,000	-	6,000	-	-	-	6,000
TOTAL ENTERPRISE FUNDS CAPITAL PROJECTS		6,000	-	-	-	-	-	6,000

Funding Sources - Pie Chart

Sources of Funding FY 2021



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Shenandoah County Capital Improvement Program - FY21 to FY25

Fiscal Year 2021

Capital Project Description	Fund	Department	Fiscal Year	Total Project Cost
GENERAL FUND - VEHICLE AND EQUIPMENT PROJECTS FY21				

NONE FY21 0

Fiscal Year 2021 General Fund Facilities and Maintenance Total 0

GENERAL FUND - VEHICLE AND EQUIPMENT PROJECTS FY21				
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NONE FY21 0

Fiscal Year 2021 General Fund Vehicles and Equipment Total 0

SPECIAL REVENUE FUND - FACILITIES AND MAINTENANCE PROJECTS FY21				
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Wagner Park Entrance Road FY21 6,000

TOTAL ENTERPRISE FUND CAPITAL PROJECTS FY21 6,000

ENTERPRISE FUND - FACILITIES AND MAINTENANCE PROJECTS FY21				
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Chemical Storage Improvements FY21 23,000

Phase 4 Landfill FY21 3,600,000

UVCIPP Reline Pipeline Rehabilitation FY21 144,000

TOTAL ENTERPRISE FUND CAPITAL PROJECTS FY21 3,767,000

GRAND TOTAL CAPITAL PROJECTS FY21 3,773,000

Shenandoah County Capital Improvement Program - FY21 to FY25

Fiscal Year 2022

Capital Project Description	Fund	Department	Fiscal Year	Total Project Cost
GENERAL FUND - FACILITIES AND MAINTENANCE PROJECTS FY22				
Fire/Rescue Storage Facility	General Fund	Fire and Rescue	FY22	178,000
Exterior Repair-County Government Center	General Fund	General Properties	FY22	16,000
Sidewalk Addition at Government Center	General Fund	General Properties	FY22	18,835
Security Camera Replacement-Gen Dist Court	General Fund	General Properties	FY22	47,125
Pave Stone House Driveway and Gravel Lot	General Fund	Library Administration	FY22	19,550
Stand-By Generators (5)	General Fund	Volunteer Fire Departments	FY22	185,000
FY22 Total General Fund - Facilities and Maintenance Projects				464,510
GENERAL FUND - VEHICLE AND EQUIPMENT PROJECTS FY22				
Replacement Ambulance	General Fund	Fire and Rescue	FY22	300,000
Emergency Response Trucks	General Fund	Fire and Rescue	FY22	114,000
Swift Water Rescue Unit	General Fund	Fire and Rescue	FY22	34,300
Replacement Dump Truck	General Fund	General Properties	FY22	52,000
Large Format Plotter/Scanner	General Fund	Geographic Information Systems	FY22	9,000
Digital Microfilm Scanner/Reader	General Fund	Library Administration	FY22	7,300
Replacement Data Server	General Fund	Library Administration	FY22	9,000
Replacement In-Car Camera Systems (10)	General Fund	Sheriff (Law Enforcement)	FY22	84,650
FY22 Total General Fund - Vehicle and Equipment Projects				618,250
TOTAL GENERAL FUND CAPITAL PROJECTS FY22				1,074,760
SPECIAL REVENUE FUND - FACILITIES AND MAINTENANCE PROJECTS FY22				
Concession Stand Building Remodel	Special Revenue Fund	Parks and Recreation	FY22	100,000
Playground Upgrade-with ADA Compliance	Special Revenue Fund	Parks and Recreation	FY22	175,000
Maintenance Building Construction Study	Special Revenue Fund	Parks and Recreation	FY22	40,000
Ballfield Lights (Field #2)	Special Revenue Fund	Parks and Recreation	FY22	175,000
Fiscal Year 2022 Special Revenue Fund Facilities and Maintenance Total				490,000
TOTAL SPECIAL REVENUE FUND CAPITAL PROJECTS FY22				490,000
ENTERPRISE FUND - VEHICLE AND EQUIPMENT PROJECTS FY22				
Articulated Dump Truck	Enterprise Fund	Solid Waste	FY22	500,000
Collection Site Compactors (2)	Enterprise Fund	Solid Waste	FY22	60,000
Fiscal Year 2022 Enterprise Fund Vehicles and Equipment Total				360,000
TOTAL ENTERPRISE FUND CAPITAL PROJECTS FY22				360,000
GRAND TOTAL - ALL FUNDS - FISCAL YEAR 2022				1,924,760

Shenandoah County Capital Improvement Program - FY21 to FY25

Fiscal Year 2023

Capital Project Description	Fund	Department	Fiscal Year	Total Project Cost
GENERAL FUND - FACILITIES AND MAINTENANCE PROJECTS FY23				
Terrazzo Floor - County Government Building	General Fund	General Properties	FY23	75,800
Library Renovation and Expansion	General Fund	Library Administration	FY23	8,500,000
Fiscal Year 2023 General Fund Facilities and Maintenance Total				8,575,800
GENERAL FUND - VEHICLE AND EQUIPMENT PROJECTS FY23				
GPS Receiver	General Fund	Geographic Information Systems	FY23	8,000
Fiscal Year 2023 General Fund Vehicles and Equipment Total				8,000
TOTAL GENERAL FUND CAPITAL PROJECTS FY23				8,583,800
SPECIAL REVENUE FUND - FACILITIES AND MAINTENANCE PROJECTS FY23				
Outfield Fencing Projects (all 3 fields)	Special Revenue Fund	Parks and Recreation	FY23	30,000
Fiscal Year 2023 Special Revenue Fund Facilities and Maintenance Total				30,000
TOTAL SPECIAL REVENUE FUND CAPITAL PROJECTS FY23				30,000
ENTERPRISE FUND - VEHICLE AND EQUIPMENT PROJECTS FY23				
Roll-Off Trucks (2)	Enterprise Fund	Solid Waste	FY23	360,000
Fiscal Year 2023 Enterprise Fund Vehicles and Equipment Projects Total				360,000
TOTAL ENTERPRISE FUND CAPITAL PROJECTS FY23				360,000
GRAND TOTAL - ALL FUNDS - FISCAL YEAR 2023				8,973,800

Shenandoah County Capital Improvement Program - FY21 to FY25

Fiscal Year 2024

Capital Project Description	Fund	Department	Fiscal Year	Total Project Cost
SPECIAL REVENUE FUND - FACILITIES AND MAINTENANCE PROJECTS FY24				
Wagner Park - Phase 1	Special Revenue Fund	Parks and Recreation	FY24	25,000
Basketball Court & Stage Project	Special Revenue Fund	Parks and Recreation	FY24	35,000
Fiscal Year 2024 Special Revenue Fund Facilities and Maintenance Total				60,000
TOTAL SPECIAL REVENUE FUND CAPITAL PROJECTS FY24				60,000
ENTERPRISE FUND - FACILITIES AND MAINTENANCE PROJECTS FY24				
Construction - Landfill Office Building	Enterprise Fund	Solid Waste	FY24	250,000
Fiscal Year 2024 Enterprise Fund Vehicles and Equipment Projects Total				250,000
TOTAL ENTERPRISE FUND CAPITAL PROJECTS FY24				250,000
GRAND TOTAL - ALL FUNDS - FISCAL YEAR 2024				310,000

Shenandoah County Capital Improvement Program - FY21 to FY25

Fiscal Year 2025

Capital Project Description	Fund	Department	Fiscal Year	Total Project Cost
GENERAL FUND - VEHICLE AND EQUIPMENT PROJECTS FY25				
Server	General Fund	Geographic Information Systems	FY25	8,000
Fiscal Year 2025 General Fund Vehicles and Equipment Total				8,000
TOTAL GENERAL FUND CAPITAL PROJECTS FY25				8,000
SPECIAL REVENUE FUND - FACILITIES AND MAINTENANCE PROJECTS FY25				
Recreation & Aquatics Center	Special Revenue Fund	Parks and Recreation	FY25	1,000,000
Fiscal Year 2025 Special Revenue Fund Facilities and Maintenance Total				1,000,000
TOTAL SPECIAL REVENUE FUND CAPITAL PROJECTS FY25				1,000,000
ENTERPRISE FUND - FACILITIES AND MAINTENANCE PROJECTS FY25				
Central Citizen Convenience Site	Enterprise Fund	Solid Waste	FY25	2,000,000
Fiscal Year 2025 Enterprise Fund Facilities and Maintenance Projects Total				2,000,000
TOTAL ENTERPRISE FUND CAPITAL PROJECTS FY25				2,000,000
GRAND TOTAL - ALL FUNDS - FISCAL YEAR 2025				3,008,000

Capital Improvement Program - FY21 to FY25

APPENDIX

Fiscal Year 2021 Capital Project Listing by Department

Shenandoah County Capital Improvement Program-Department Requests

Capital Project Description	Fiscal Year FY21	Total Project Cost
31200 Sheriff (Law Enforcement)		
Total Sheriff (Law Enforcement)		0
	Total Fire and Rescue	0
34410 Building Code Enforcement		
Total Building Code Enforcement		0
35200 Animal Shelter		
Total Animal Shelter		0
43200 General Properties		
Total General Properties		0
71200 Parks and Recreation		
Wagner Park Entrance Road		6,000
Total Parks and Recreation		6,000
73100 Library Administration		
Total Library Administration		0
81100 Planning & Zoning		
Total Planning & Zoning		0

Capital Improvement Program - Fiscal Years 2020-2024

Capital Improvement Program - FY21 to FY25

Shenandoah County Capital Improvement Program-Department Requests

Capital Project Description	Fiscal Year	Total Project Cost
503-42300/503-42400 Solid Waste		
Phase 4 Landfill	FY21	3,600,000
	Total Solid Waste	3,600,000
513-42800 Stoney Creek Sanitary District		
UVCIPP Reline Pipeline Rehabilitation	FY21	144,000
	Total Stoney Creek Sanitary District	144,000
513-42xxx North Fork Waste Water Treatment		
Chemical Storage Improvements	FY21	23,000
	Total Stoney Creek Sanitary District	23,000
	GRAND TOTAL GENERAL FUND - FISCAL YEAR 2020	6,000
	GRAND TOTAL ENTERPRISE FUND - FISCAL YEAR 2020	3,767,000
	GRAND TOTAL - FISCAL YEAR 2020	3,773,000