WASHOE COUNTY

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STAFF REPORT
BOARD MEETING DATE: *May 21, 2019*

DATE: Wednesday, May 15, 2019

TO: Board of County Commissioners

FROM: Lori Cooke, Budget Manager, Manager's Office
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THROUGH: Christine Vuletich, Assistant County Manger

SUBJECT: Discussion and possible action on the County Manager's recommended Capital Improvement Plan (CIP) for Fiscal Years 2020-2024 and direct the County Manger to submit the CIP to the State of Nevada and others by August 1, 2019. This item may be continued to May 28, 2019 at 10:00 AM (All Commission Districts).

SUMMARY

The purpose of this item is to consider approval of the County Manager's recommended Capital Improvement Plan (CIP) for Fiscal Years 2020-2024. The CIP is a five-year plan for the County's capital improvements for park facilities, including trails, open space, and regional parks; libraries; roads under purview of the County; purchase of light and heavy fleet equipment; utilities infrastructure; capital outlay for major equipment; and County buildings and other facilities. The CIP is limited to capital projects with an estimated cost of $100,000 or more for assets that have a life-span of more than one year, as part of the reporting requirements of the State and under Board of County Commissioner (BCC) policies.

Washoe County Strategic Objective supported by this item: Stewardship of our Community

PREVIOUS ACTION

April 23, 2019 – The BCC received a status report and confirmed the County Manager's recommendations for the Fiscal Year 2020 budget and directed the County Manager to return to the Board of County Commission with a Tentative and Final Budget incorporating the approved County Manager's recommendations for adoption at a public hearing scheduled for May 21, 2019. Included in this presentation was a discussion of General Fund support to the CIP.

January 22, 2019 – At the BCC's Strategic Plan retreat, a preview of the Fiscal Year 2020 Budget was presented along with preliminary recommendations.

AGENDA ITEM # _____

BACKGROUND

NRS 354.5945 requires all local governments to annually prepare a five-year capital improvement plan, which must be submitted to the State Department of Taxation, County Debt Management Commission and Legislative Counsel Bureau by August 1st of each year.

The County's capital planning process begins with departments submitting proposed capital projects. Project submittals were categorized under three project types: Core/Critical Projects, Benefits to Community/Staff, and Quality of Life. This was done to ensure that the CIP Committee gave consideration to projects in each category and that each type had a share of available funding. All submissions were evaluated by the CIP Committee, comprised of the three Assistant County Managers, Chief Information Officer, Comptroller, and Budget Manager. Each project received a score in each of the following criteria:

- Assessment of Need
- BCC Strategic Planning Goals
- Project Life Cycle
- Implications of Project Deferral
- Fiscal Impact
- Economic Impact
- Environmental Impact

The Committee met with each department that submitted a request, and each CIP Committee members' scores of project submittals were then averaged. For projects relying on funding from the General Fund, a scoring cutoff was determined based on the level of General Fund support to the CIP. This fiscal year the level of General Fund support available to the CIP was $6.4 million.

The entire 5-year plan includes over $312 million in capital expenditures. The first year of the plan that is incorporated into the Fiscal Year 2020 budget, totals $149,205,454.

CAPITAL IMPROVEMENT PLAN SUMMARY	Year 1 FY 2020
Fund	
Capital Improvement Fund	30,907,243
Parks Capital Fund	7,318,043
Capital Facilities Tax Fund	-
Other Funds	7,821,120
Utilities Fund	98,335,000
Equipment Services Fund	4,824,048
Capital Projects Included in CIP	**$ 149,205,454**

The County Manager's recommended new capital projects for Fiscal Year 2020 in the Capital Improvement Fund include:

FY 2020 NEW PROJECTS – Capital Improvements Fund	COST
Voters - Additional Election Tablets	$445,425
RJC Court Hearing Room_Resource Center	$373,855
911 Parr HU4 HVAC_Roof	$1,319,000
Animal Services Security Upgrade-Lobby	$114,345
WCSO Commissary Visitation Rooms	$455,000
WCSO Detention Infirmary Program Design	$750,000
P25 Radios	$250,000
Nevada Shared Radio System	$1,250,000
350 S Center Street Parking Garage Security Enhancements	$464,000
Incline Village Above Ground Fuel Tank	$620,000
NNAMHS Campus Remodel	$11,000,000
Wildcreek Golf Course Rehabilitation	$2,250,000
Bartley Ranch Bridge to Marr Property	$112,318
Parks Public Water System - Ops Plan Improvements	$550,000
Central Disk Storage System Upgrade (9th Street)	$335,650
Disaster Recovery Site at Switch, Inc	$568,174
Disk Backup System Upgrade	$438,012
Red Rock Facilities	$121,000
Total FY20 Capital Improvements Projects	**$21,416,779**

- Parks Capital Projects
    - A total of $7.3 million in new and continuing parks projects are funded in the Parks Capital Fund for Fiscal Year 2020. Some of the Parks Capital Projects include work on the Ballardini-Persigehl Trails, Bower's Mansion pool, Truckee River Corridor Plan, Rancho playground improvements, and wetland mitigation.
    - The Capital Improvement Fund includes $3,218,573 for various parks infrastructure repairs.

Projects in years 2-5 of the CIP are presented in this document as part of our long-range capital planning process as a way to monitor and plan for the future capital needs of the County. This document is a planning tool and is also needed to meet the requirements of the State as part of Washoe County's Fiscal Year 2020 budget submittal, as outlined in the Nevada Revised Statute 354.5945.

A master plan for the Sheriff's facility was completed in Fiscal Year 2018, which will provide direction on future improvements to the facility including possible construction of a new infirmary and a new crime lab. Fiscal Year 2020 includes the program design for the new infirmary. Other significant projects either in the pre-planning phase and/or included in years 2-5 of the CIP are the District Court building and North Valleys

Library. For these facilities, the cost is indicated as "To be Determined", as conceptual plans have not been finalized. Ultimately, if the County wishes to fund these facilities, the BCC will need to consider the issuance of long-term debt for new infrastructure.

The summary of the CIP and Consolidated Project List is attached as Attachment "A".

FISCAL IMPACT

Total funding of the first year of the CIP is $149,205,454. This includes carry-over funding for projects budgeted in Fiscal Year 2019 but not yet completed as well as new projects funded from transfers from the General Fund, other special revenue funds, park bond funds, fuel taxes (for roads), ad valorem property taxes, and anticipated sewer bonds for Utilities. Washoe County adopts a single year budget, but is required to submit a 5-year plan to the State of Nevada. Years 2-5 are submitted to the State as future planned projects but are not guaranteed or approved for funding.

RECOMMENDATION

It is recommended that the Board adopt the County Manager's recommended Capital Improvement Plan (CIP) for Fiscal Years 2020-2024 and direct the County Manager to submit the CIP to the State of Nevada and others by August 1, 2019.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be, "move to adopt the County Manager's recommended Capital Improvement Plan (CIP) for Fiscal Years 2020-2024 and direct the County Manager to submit the CIP to the State of Nevada and others by August 1, 2019."