

Greene County, Virginia Capital Improvement Program

FISCAL YEARS 2004-2014



Adopted on November 22, 2005

Capital Improvement Program

FISCAL YEARS 2004-2014

Greene County, Virginia

Board of Supervisors

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**Greene County, Virginia
Capital Improvement Program
FISCAL YEARS 2004-2014**

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Introduction

The Greene County Capital Improvement Program (CIP) has been developed under the provisions of Section 15.2-2239 of the Code of Virginia. The CIP is a planning tool used to implement the decisions of the Comprehensive Plan. The CIP is a five-year plan that identifies capital projects, estimates costs, determines the year the project should begin, and the best funding source.

The local planning commission may, and at the direction of the governing body shall, prepare and revise annually a capital improvement program based on the comprehensive plan of the locality for a period not to exceed the ensuing five years. The commission shall submit the program annually to the governing body, or to the chief administrative officer or other official charged with preparation of the budget for the locality, at such time as it or he shall direct. The capital improvement program shall include the commission's recommendations, and estimates of cost of the facilities and the means of financing them, to be undertaken in the ensuing fiscal year and in a period not to exceed the next four years, as the basis of the capital budget for the locality. In the preparation of its capital budget recommendations, the commission shall consult with the chief administrative officer or other executive head of the government of the locality, the heads of departments and interested citizens and organizations and shall hold such public hearings as it deems necessary.

The Capital Improvements Program (CIP) for FY 06-10 and the Capital Needs Assessment for FY 11-14 will serve as the planning guides for County expenditures on major capital facilities and equipment needs over the next five and ten year periods respectively, and represent a balance between finite resources and an ever increasing number of competing County priorities and needs, including capital facilities.

As part of the redesigned Capital Improvements Program process, the ten-year Capital Needs Assessment will help to identify County capital needs that are beyond the traditional five-year CIP period. This assessment, which will be updated every other year, will help to form the basis of the five-year CIP as projects are brought forward. Projects in the out-years, FY 11-14, will not be balanced to revenues, but are reviewed as potential projects in a planning stage.

The five-year Capital Improvements Program (CIP) is the planning guide for County expenditures for major capital facilities and equipment over the upcoming five-year period. It is based on the "physical needs" of the County as identified in the Capital Facilities Plan, which will become a section of the County's Comprehensive Plan. The Capital Improvements Program will first be reviewed and approved by the Planning Commission and then recommended to the Board of Supervisors for their approval. The Board of Supervisors will subsequently approve the program, and the annual CIP budget for projects to be funded in the upcoming fiscal year. The planning cycle operates on a two-year timeframe. The first year involves the assessment of all projects and development of the complete CIP while the second year of the cycle only addresses amendments and refinements of the CIP needed to accommodate urgent or emergency projects and updated cost estimates.

The first year of the CIP provides the basis for the annual capital budget. The CIP will be reviewed, revised and adopted annually prior to the start of the County budget cycle. The current budget year of the Capital Improvements Program will be called the Capital Budget, and funds will be appropriated on an annual basis for budget year projects in the CIP in the same manner as funds are appropriated in the County's annual operating budget. Those projects scheduled in the CIP for subsequent years will be approved for planning purposes only and will not receive expenditure authority until they become part of the capital budget.

A capital project will be defined as a project (1) which requires a minimum expenditure by the County of \$20,000, (2) which has a useful life span of ten years or more, and (3) which meets one or more of the following criteria:

- Provides for the acquisition or construction of any physical facility for the community, to include consultant or professional services related to acquisition or construction;
- Provides for the acquisition of equipment for any physical facility when first constructed or acquired;
- Provides for the ongoing acquisition of major capital equipment or systems, i.e., computer technology, radio systems;
- Provides for the acquisition of land or an interest in land;
- Provides for the acquisition of public utilities;
- Fund expenditures, including additions to existing facilities, which increase the square footage or value of a facility; and/or
- Fund expenditures for major maintenance or replacement projects on existing facilities.

A capital maintenance or replacement project will be defined as a project to repair, maintain or replace existing capital facilities for the purpose of protecting the County's investment and minimizing future maintenance and replacement costs. To be classified as a non-recurring maintenance project, a project must have an interval between expenditures of at least five years. Individual maintenance projects may have a minimum value of less than \$20,000. Individual maintenance, repair and replacement projects are not presented as separate CIP projects, but are submitted by departments as one line item for each year of the five-year period.

Review of Expenditures and Revenues

Historical and projected expenditures and revenues is necessary to provide indication of past trends and future funds for project implementation. The intended purpose is to make possible, through an examination and presentation of revenue and expenditure patterns, a determination of the County's ability to:

1. Use operating revenues to support minor capital outlays;
2. Use operating revenue to support annual debt service.
3. Use debt financing to support major capital outlays.

This analysis covers the County's General Fund including Welfare, the School Fund and the Dental Clinic Fund. The County Auditor's summary reports are the basis of this analysis for historical years. The adopted county budgets are the basis for fiscal years 2004 and 2005. The projections are made based on estimates from historical trends, consultation with heads of departments, examination of selected accounts, analysis of property values, and certain assumptions. Rudimentary projections have been attempted for this first year of the CIP including holding tax rates constant and revenues constant where they have tended to fluctuate widely over the last five years. Obviously, any changes in the circumstances on which these assumptions are based will result in a departure from the projected amounts. For example, an increase in the real estate tax rate will provide tax revenue over the projected amount.

Historical and Projected Revenues and Expenditures FY 1999-2014

Greene County Historical and Projected Revenues and Expenditures Fiscal Years 1999-2014

Fiscal Year	Historical										Projected									
	1999-2000	2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015				
Real Estate	\$0.76	\$0.74	\$0.74	\$0.79	\$0.84	\$0.84	\$0.84	\$0.84	\$0.84	\$0.84	\$0.84	\$0.84	\$0.84	\$0.84	\$0.84	\$0.84				
Public Service Corp.	\$0.76	\$0.74	\$0.74	\$0.79	\$0.84	\$0.84	\$0.84	\$0.84	\$0.84	\$0.84	\$0.84	\$0.84	\$0.84	\$0.84	\$0.84	\$0.84				
Personal Property	\$4.45	\$4.45	\$4.45	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00				
Except Farm Machinery & Livestock	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
Industrial Machinery & Tools	\$1.55	\$1.55	\$1.55	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00				
REVENUE ESTIMATES:																				
General Fund:																				
Local Revenues	11,678,741	12,802,336	14,329,377	13,305,340	13,967,575	15,058,628														
State Revenue	2,574,573	2,822,215	2,798,950	4,936,142	4,968,713	5,201,725														
Federal Revenue	1,131,172	659,426	700,565	1,491,662	1,452,696	1,210,477														
Total General Fund	15,384,486	16,283,977	17,828,892	19,733,144	20,388,984	21,470,830	0	0	0	0	0	0	0	0	0	0				
School Fund:																				
State Revenue	11,358,432	12,039,664	12,039,664	12,055,622	12,237,237	13,607,917														
Federal Revenue	902,132	1,126,553	1,126,553	1,126,553	1,468,617	1,468,617														
Miscellaneous Revenue	1,498,762	1,034,543	885,543	885,543	676,038	676,038														
School Loans	1,500,000	700,000	0	0	0	0														
Local Funds	6,853,458	7,307,468	8,057,468	8,757,468	8,949,979	8,949,979														
Total School Fund:	22,112,794	22,209,228	22,109,228	22,825,186	23,331,871	24,792,551	0	0	0	0	0	0	0	0	0	0				
Dental Clinic Fees	144,963	181,211	173,127	174,256	173,754	184,359														
Vehicle Maintenance Fund	0	0	607,248	585,658	595,250	615,338														
Bonds/Private Foundation Grants	1,454,180	1,470,714	1,700,000	1,700,000	2,092,432	12,900,000														
Less Interfund Transfers	6,853,468	7,307,468	8,664,716	9,343,126	9,545,229	9,565,317														
TOTAL ESTIMATED INCOME	32,242,955	32,837,682	33,753,779	35,675,118	37,037,062	50,397,761	0	0	0	0	0	0	0	0	0	0				
APPROPRIATIONS FROM (CONTRIBUTION TO) RESERVE FUND	(300,000)	(300,000)	(696,696)	(712,322)	(1,256,824)	(1,624,422)														
GRAND TOTAL - RESOURCES	31,942,955	32,537,682	33,057,083	34,962,796	35,780,238	48,773,339	0	0	0	0	0	0	0	0	0	0				
EXPENDITURE ESTIMATES:																				
Fiscal Year	Historical										Projected									
	1999-2000	2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015				
Board of Supervisors	42,711	59,766	65,344	76,350	58,922	61,295														
County Administration	186,849	263,633	271,451	323,686	317,052	331,549														
Legal/Professional Services	24,328	28,085	28,527	33,530	33,530	34,164														
Auditing Services	10,300	12,500	15,000	31,750	26,750	24,500														
Commissioner of Revenue	144,195	147,797	165,966	163,529	149,431	157,895														
Reassessment of Taxable Property	69,513	87,575	90,549	106,632	104,302	117,050														
County Treasurer	191,688	202,218	222,320	217,893	215,472	228,460														
Electoral Board/Officials	72,758	80,375	85,838	88,485	95,507	96,172														
Courts	61,311	65,581	79,930	52,120	46,862	49,045														

Historical and Projected Revenues and Expenditures FY 1999-2014

Clerk's Office	196,014	217,290	245,261	252,353	247,807	246,417
Commonwealth Attorney	87,082	91,511	110,545	96,891	93,275	157,837
Law Enforcement/Protection	1,166,126	1,365,755	1,202,260	1,271,840	1,218,605	1,372,555
Community Policing/School Resource Officer	0	0	115,539	0	0	42,973
E911 Operations Center	96,159	184,999	268,900	410,621	421,609	460,066
E911 Wireless Grant	0	0	0	0	59,138	50,222
Fire Companies	172,833	186,555	201,555	276,500	281,000	281,000
Rescue Squad	112,300	118,900	118,900	129,500	124,500	124,500
EMS Council	6,489	6,989	74,234	74,596	108,084	108,084
State Fire Protection	2,624	2,624	2,624	2,624	2,624	2,624
Juvenile Detention	14,223	14,223	20,000	58,325	58,325	82,781
Confinement of Prisoners	1,100	1,100	1,100	1,100	940	1,240
Inspections	194,794	206,502	209,200	253,965	260,892	225,861
Animal Control	77,307	89,967	104,198	107,325	111,039	121,135
Medical Examiner	700	700	700	700	700	700
Solid Waste	592,671	692,420	483,173	544,141	588,977	874,471
Maintenance of Building & Grounds	182,603	201,963	185,916	178,705	235,028	251,236
Local Health Department	167,000	178,900	198,300	204,300	208,800	208,800
Mental Health Services	50,622	58,282	71,943	71,943	71,943	70,743
Jefferson Area Board for Aging	54,556	59,556	66,056	66,056	66,056	66,056
Emergency Shelter	4,232	5,093	5,879	7,015	7,015	7,508
Other Agencies	0	0	0	0	0	0
Virginia Piedmont College	5,562	5,562	4,212	4,212	11,912	11,912
Recreation Program	93,305	97,680	97,680	105,543	152,723	150,937
Youth Center	8,250	6,000	0	10,000	0	0
Jefferson-Madison Regional Library	168,133	184,749	184,749	184,749	209,349	196,749
Planning Department/Local Commission	101,245	100,081	103,480	111,000	117,472	172,879
Planning District Commission	7,072	7,384	7,644	7,927	7,927	11,977
Community Development	634,050	881,790	812,460	868,901	865,406	861,023
Zoning Board	4,946	4,946	4,946	4,800	4,800	4,800
Economic Development-EDA	0	0	100,000	111,315	110,684	92,684
Soil/Water Conservation Services	8,409	4,409	4,509	4,509	4,509	4,509
Cooperative Extension Program	53,309	56,005	64,339	47,895	48,194	52,333
Capping/Computer Services	47,226	47,226	6,700	103,484	86,065	84,842
Miscellaneous	6,300	6,400	6,400	59,174	59,174	59,174
Debt Service	593,272	593,272	622,830	848,016	794,959	760,240
Capital Outlay	378,224	378,224	696,700	696,700	196,700	196,700
Total	6,092,381	7,004,587	7,428,094	8,270,700	7,884,059	8,517,698
Welfare/Social Services	924,860	1,123,322	1,248,201	1,405,493	1,398,859	1,444,486
Comprehensive Service Act Program	428,394	504,771	545,768	582,671	587,205	934,245
School Fund:						
General Operations	18,696,926	19,935,140	20,088,072	21,079,531	21,662,034	23,113,781
Capital Outlay	95,192	95,192	95,192	103,937	62,104	106,639
Debt Service	1,820,676	1,778,896	1,725,964	1,641,718	1,607,733	1,572,131
Subtotal	20,612,794	21,809,228	21,909,228	22,825,186	23,331,871	24,792,551
School Construction Fund	1,500,000	400,000	0	0	0	0
Total School Fund	22,112,794	22,209,228	21,909,228	22,825,186	23,331,871	24,792,551
Dental Clinic Fund	144,963	181,211	173,127	174,256	173,754	184,359
Vehicle Maintenance Fund	0	0	607,248	585,658	595,250	615,338
Capital Projects	2,239,563	1,514,563	1,700,000	1,704,490	2,404,490	12,900,000
Less Interfund Transfers	0	0	607,248	585,658	595,250	615,338
GRAND TOTAL - EXPENDITURES	31,942,945	32,537,682	33,004,418	34,962,796	35,780,238	48,773,339

Proposed Capital Projects

This section contains the capital projects the Planning Commission and the Board of Supervisors will identify for inclusion in this plan. County department heads and constitutional officers submitted project requests within their area of responsibility. These requests will be reviewed by the Planning Commission against the set of criteria below and the projects will be rank ordered. Additional projects may be added by the Planning Commission for capital improvements needed to implement the Comprehensive Plan. The criteria to be used in the evaluation are as follows:

1. Is the project required to eliminate or minimize a health and safety hazard?
2. Does the project promote the economic development of the County?
3. Is the project necessary to meet mandated legal requirements?
4. What is the project's relationship with the Comprehensive Plan?
5. Does the project reduce operating costs and by how much?
6. What is the direct benefit to County citizens from the project?
7. What is the department priority for the project?
8. When is the project needed and when can it rationally be expected to start?

The cost estimates contained in the plan were provided by the office submitting the project.

In developing the CIP, the Planning Commission and the Board of Supervisors will rank-order these projects based upon the criteria previously identified and the importance of the project to the citizens of the County.

Departmental and agency heads listed below were requested to submit project sheets for any capital requests which they envisioned needing over the next five or ten years. In addition, they were asked to submit any information they may have had with regard to projected available sources of funding which will assist in projecting available revenues. The recommended projects are as follows:

Department/Agency	Request	Ranking
Clerk	Imaging and Scanning of Recorded Documents	
Commissioner of Revenue	No requests	
Commonwealth's Attorney	No requests	
Community Development	No requests	
County Administrator	Water Impoundment and Water Plant	
Dental Clinic	Dental Clinic Expansion	
E911	Radio System with Ultra High Bandwidth (Two Communication Towers)	
Economic Development Authority	Three Pumping Stations for the Business Parks	
Extension Office	No requests	
Fire Departments	Fire Safety Water Tank (Other Equipment?)	
Health Department	Facilities Replacement and Building Upgrades	
JABA	No requests	
Library	No requests	
Parks and Recreation	Recreation Facilities and Improvements	
Region Ten	No requests	
Registrar	No requests	
Rescue Department	No requests (New Vehicles/Equipment?)	
School Board	Middle/High School Addition, New Middle School, VOTEC, Sign	
Sheriff	Communication Tower (See 911 Request)	
Transit	No requests	
Treasurer	No requests	

(Insert Projected Expenditures FY 2004- FY 2014)

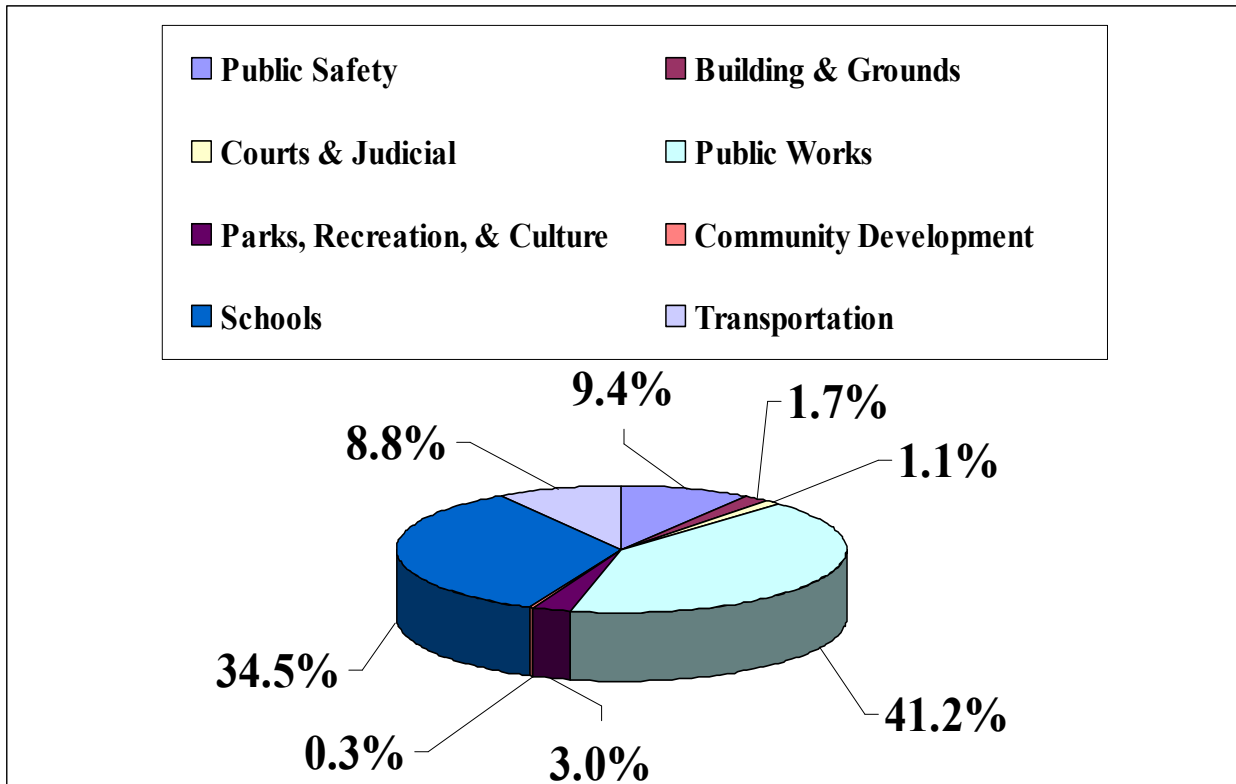
(Insert Projected Expenditures FY 2004- FY 2014)

(Insert Projected Expenditures FY 2004- FY 2014)

(Insert Projected Expenditures FY 2004- FY 2014)

Projected CIP Expenditures FY 2004-2014

Public Safety	9.4%	\$9,770,000.00
Building & Grounds	1.7%	\$1,774,941.00
Courts & Judicial	1.1%	\$1,187,400.00
Public Works	41.2%	\$42,653,053.00
Parks, Recreation, & Culture	3.0%	\$45,203,053.00
Community Development	0.3%	\$100,000.00
Schools	34.5%	\$30,570,000.00
Transportation	8.8%	\$9,154,906.00
 TOTAL	 100.0%	 \$103,515,300.00



Funding Recommendations

A requirement of the Capital Improvement Program, under Section 15.2-2239 of the Code of Virginia, is that the Planning Commission provides its recommendations as to the capital improvements, an estimate of the cost of such facilities and the means of financing them, as the basis of the capital budget for the county.

Financing is the process of selecting the most appropriate method or methods of funding each capital project. The recommendations of planning staff for the budget year ending June 30, 2005, the ensuing fiscal year 2006 and the extended fiscal years 2007 through 2010 are presented in the preceding table and discussed in this section. As provided in the State Code, years beyond the current year are subject to annual review and updating.

The following are all sources of funds for capital projects:

- Reserve Funds
- Revenue Bonds
- State/Federal Aide
- Joint Financing
- General Obligation Bonds
- Private Donations
- Lease/Lease Purchase Agreements

With the adoption of the County's first CIP in twelve years, it is recommended that funding for neighborhood parks and other infrastructure directly attributable to development be incorporated into the review of subdivision plans and developer proffers. Both state law and the Greene County Zoning Ordinance require that developer proffers be coordinated with the Capital Improvements Program of the Comprehensive Plan and that the CIP be incorporated into the Comprehensive Plan by reference. Section 16-12-2 of the zoning ordinance states as follows:

In the event proffered conditions include the dedication of real property or the payment of cash, such property shall not transfer and such payment of cash shall not be made until the facilities for which such property is dedicated or cash is tendered, are included in the County's Capital Improvement Program; provided, however, that this requirement shall not prevent the acceptance of proffered conditions relating to matters which are not normally included in such Capital Improvement Program. If proffered conditions included the dedication of real property or the payment of cash, the proffered conditions shall provide for the disposition of such property or cash payment in the event the property or cash payment is not used for the purpose for which proffered.

Adoption of the Capital Improvement Program

The Greene County Board of Supervisors adopted the Capital Improvement Program for fiscal years 2004-2014 on Tuesday, November 22, 2005.

APPENDICES

Appendix A Project Request Summaries

Capital Project Request

Department/Activity: GREENE COUNTY SHERIFF'S OFFICE

1. Project Title: SHERIFF OFFICE EXPANSION Reference Number:

2. Purpose of Request:
 Add a Project
 Delete a Project
 Modify a Project

3. Departmental Priority:
 Urgent Necessary Desirable
 Required by Fiscal Year 06/07

4. Description/Location: ADD SPACE by relocating SOCIAL SERVICES WHO IS USED OF MORE SPACE ADAP. EXTEND EXISTING SHERIFF'S OFFICE INTO SPACE CURRENTLY OCCUPIED BY SOCIAL SERVICES.

5. Justification: WITH GROWTH TO COUNTY GOV AGENCIES WILL TAKE ON MORE SERVICES. SOCIAL SERVICES IS THE LOGICAL CHOICE TO BE MOVED DUE TO OUR ESN CENTER AND THE REDUCED COST TO MOVE IT. SOCIAL SERVICES IS IN NEED OF MORE ROOM ASAP. WE CURRENTLY HAVE 40 PERSONNEL WORKING IN OUR OFFICE. WE HAVE SPACE THAT WAS PREVIOUSLY DESIGNED FOR 25. PLUS ADDITIONAL SAFETY PRECAUTIONS DUE TO PERSONNEL NEED TO BE ADDED.

6. Cost Summary: \$ Amount

Planning/Engineering/Legal	50,000. ⁰⁰
Acquisition	700,000. ⁰⁰
Construction	150,000. ⁰⁰
Equipment/Furniture	100,000. ⁰⁰
TOTAL	1,000,000.⁰⁰

Source of Estimation:

7. Impact on Operating Costs/Personnel Requirements:
Personnel Increase
will be due to population.

8. Alternatives to Requested Project: BUILD NEW SHERIFF'S OFFICE BUILDING, WHICH WOULD BE 2-3 million. OR BUILD A BUILDING FOR SOCIAL SERVICES AT AN UNKNOWN LOCATION.

9. Submitting Authority: Greene County J.O.
 Submitted by: Capt. Randall SWEAD
 Signature: [Signature]
 Position: CAPTAIN
 Date: 2/9/07

10. Reserved:

Rapidan Wastewater Treatment Plant

Client: Greene County, Virginia
Point of Contact: Julius Morris – County Administrator
Address: 40 Celt Road, Stanardsville, VA 22973
Telephone: 434-985-2811
Estimated Completion Cost: \$13,500,000
Estimated Completion Date: 2005

WW Associates is currently designing a new 0.6 MGD secondary wastewater treatment facility for the U.S. Route 29/33 corridor area of Greene County. Greene County is promoting economic development along the corridor south of Ruckersville. An alternative analysis was performed to determine the best location for the WWTP. Three potential WWTP sites and their associated wastewater conveyance infrastructure were considered. A number of criteria, including capital cost, O&M costs, land use and zoning requirements, easement acquisition, environmental impacts, constructability, and service area, were used to develop a ranking system for identifying the best alternative.

After selecting the best alternative, a preliminary engineering report was prepared to scope the treatment process and the wastewater conveyance system improvements. Capital and O&M costs were further developed for the selected alternative. Drainage areas within the proposed service area were delineated; land utilization and building coverage factors were combined with the land areas and commercial water usage rates to estimate wastewater flows. A present worth economic life cycle cost analysis was prepared to determine the best method for project financing. The economic model considered the effects of existing debt service, inflation, and cost escalation. Three existing wastewater pump stations and their associated force mains will be hydraulically upgraded to satisfy estimated wastewater generation rates. A new pump station/force main network will be constructed to provide wastewater service for a significant new development located in southern Greene County. The upgraded wastewater collection system will include the following pump stations and force main piping:

<u>Pump Station</u>	<u>Type</u>	<u>Design Capacity</u>	<u>Force Main Diameter</u>	<u>Force Main Length</u>
No. 9	Submersible	0.792 MGD	10-inch	8,600 feet
No. 8	Submersible	1.40 MGD	14-inch	7,500 feet
No. 7	Submersible	1.69 MGD	14-inch	9,400 feet
No. 6	Submersible	2.30 MGD	16-inch	1,100 feet

The wastewater treatment plant will include mechanical screening and aerated grit removal as a preliminary treatment process to remove primary solids and protect downstream mechanical equipment. An activated sludge process consisting of a continuous-flow oxidation ditch and two circular clarifiers will provide biological treatment and suspended solids removal. Ultraviolet disinfection and post-aeration will be performed on the treated effluent prior to discharge from the plant. Waste sludge generated by the treatment process will be stabilized via aerobic digestion. Stabilized sludge will be mechanically dewatered prior to landfill disposal.

Treated effluent from the plant will discharge through approximately 23,000 feet of 16-inch force main to the Rapidan River. Virginia Pollutant Discharge Elimination System (VPDES) effluent limits for the Rapidan WWTP are as follows:

- Flow: 0.6 MGD
- TSS: 30 mg/L
- CBOD₅: 12 mg/L (July-November)/25 mg/L (December-June)
- NH₃: 5 mg/L (July-November)
- Minimum DO: 6.5 mg/L

Additional design phase services include preparation of a VPDES permit application, and topographic surveys for the WWTP and pump station sites.

Capital Project Request

Department/Activity: **GERMINE COUNTY HEALTH DEPARTMENT**

1. Project Title: **BUILDING UPGRADES**

Reference Number:

2. Purpose of Request:

- Add a Project
 Delete a Project
 Modify a Project

3. Department Priority:

Urgent Necessary Desirable

Requested by Fiscal Year: **FY05**

4. Description/Location: Replace old carpet - \$8,000 - \$80,000
 Power Wash outside of Building, repair siding and stain/weather proof deck - \$1,000 - \$1,500
 Re-align floor - \$5,000 - \$10,000
 Storage shed -- 160 -- 200 square feet - \$2,500 - \$3,000

5. Justification: The Germaine County Health Department was completed and occupied in March of 1990. After 15+ years of use the carpet is old and in need of repair. The siding is close to their useful life and the deck is starting to deteriorate from years of use and limited maintenance.

6. Cost Summary: \$ Amount

Planning/Engineering/Legal	_____
Acquisition	_____
Construction	<u>19,500 - 24,500</u>
Equipment/Furniture	_____
TOTAL	<u>19,500 - 24,500</u>

7. Request on Operating Costs/Personnel Requirements:

NONE

Source of Match: Similar projects in district.

8. Alternatives to Requested Project:

NONE

9. Submitting Authority: Germaine County ID

Submitted by: Donald B. Hinkle

Signature: *Donald B. Hinkle*

Position: Administrative Health Manager

Date: *9-2-04*

10. Remarks:

Capital Project Request

Department/Activity: **GREENE COUNTY HEALTH DEPARTMENT**

1. Project Title: **Facilities Replacement** Reference Number:

2. Purpose of Request: <input checked="" type="checkbox"/> Add a Project <input type="checkbox"/> Delete a Project <input type="checkbox"/> Modify a Project	3. Department Priority: <input type="checkbox"/> Urgent <input checked="" type="checkbox"/> Necessary <input type="checkbox"/> Desirable Required by Fiscal Year _____
---	--

Description/Location: Construction of a new larger health department (addition of 1,200 sq. ft. to current 2,500 sq. ft., total of 3,700 sq. ft.) to accommodate current staff and services and to allow for future expansion.

4. Justification: The Greene County Health Department facility was completed and occupied in March of 1988. Since that time we have seen a >27% increase in sewage and well permits, a >25% increase in permitted restaurants and a >25% increase in patient clinic and office visits. These increases have made it apparent that an expansion of the current facility is needed to provide better customer service and increased staff efficiencies. The need for appropriate patient interviewing areas to provide confidentiality is essential for the client and to allow the Health Department to meet legal requirements. We anticipate a 30% increase in staff during the next 5 years and the current facility will not accommodate the expansion necessary.

6. Cost Summary:	\$ Amount
Planning/Engineering/Legal	20,000
Acquisition	425,000
Construction	20,000
Equipment/Furniture	465,000
TOTAL	930,000

Source of Estimates:

7. Impact on Operating Costs/Personnel Requirements:

No increase in personnel is anticipated except as noted above.

8. Alternatives to Requested Project: Expand current building with the addition of 1,200 sq. ft. This could reduce the cost to \$150,000. Another option would be to use the top of library for the entire health department if this area could be arranged for efficient use. No estimate of the cost.

9. Submitting Authority: **Greene County HD**
 Submitted by: **Donald B. Hackler**
 Signature: *Donald B. Hackler*
 Position: **Environmental Health Manager**
 Date: *9-2-04*

10. Reserved:

Greene County Public Schools
P.O. Box 1140
Stanardsville, Virginia 22973

Telephone: 434-985-8254
FAX: 434-985-4686
www.greencountyschools.com

October 1, 2004

Ms. Elizabeth Clooin
Planning Director
County of Greene

Dear Ms. Clooin:

I have enclosed two Capital Improvement requests for Greene County Public Schools. These requests meet the required \$20,000 minimum expenditure.

Please do not hesitate to contact me if you have any questions, or need additional information.

Sincerely,



Raymond C. Dingledine, III
Superintendent

cc: Mrs. Rogers
Dr. Smith

RCD,IB:tp



Capital Project Request

Department/Activity: Greene County School Board

1. Project Title: Middle/High School Addition

Reference Number:

2. Purpose of Request:

- Add a Project
 Delete a Project
 Modify a Project

3. Department Priority:

Urgent Necessary Desirable

Required by Fiscal Year 05-06

4. Description/Location

- William Monroe High School
- 18 New Classrooms
 - Additional Parking
 - Expansion of High School Library / Media Center

- William Monroe Middle School
- 12 New Classrooms
 - New Gymnasium
 - Expansion of Guidance Area
 - Expansion of Cafeteria

5. Justification:

Since 1990, enrollment has increased from 1,760 to 2,715. As a result, we have outgrown our middle and high school facilities as evidenced by the fact that we have 23 classrooms in trailers. The current middle school gym is a substandard small metal building. Physical education classes are very overcrowded and, with only one competition gym in the county, there is not enough practice space for athletic teams. Three additional classrooms are needed at the high school to address the need to expand the library and add a classroom for severe and profoundly handicapped students. Additional parking at the high school will address serious safety issues. Increased enrollment also requires expansion of the middle school guidance area as well as the cafeteria.

6. Cost Summary:

\$ August

Planning/Engineering/Legal	<u>580,000.00</u>
Acquisition	
Construction	<u>8,500,000.00</u>
Equipment/Furniture	
TOTAL	<u>9,080,000.00</u>

Source of Estimates: previous bid on project & inflation

7. Impact on Operating Costs/Personnel Requirements:

Impact will be minimal due to the fact that most of the personnel are already employed and working in trailers. New facilities will also be more energy efficient.

8. Alternatives to Requested Project:

Low interest interim funding would be necessary while we wait for 196 Literary money. There is currently a 2-3 year waiting list for Literary funding.

9. Submitting Activity: Greene County School Board

Submitted by: Raymond C. Dingledine, III
 Signature: Raymond C. Dingledine, III
 Position: Superintendent of Schools
 Date: 10/1/04

10. Reserved:

Capital Project Request

Department/Activity: *Greene County School Board*

1. Project Title: *New Middle School*

Reference Number:

2. Purpose of Request:

- Add a Project
 Delete a Project
 Modify a Project

3. Department Priority:

Urgent Necessary Desirable

Required by Fiscal Year *10 – 15 years, depending on enrollment*

4. Description/Location: *Build a new middle school next to Ruckersville Elementary School.*

5. Justification:

As our enrollment increases, we will need to build a new middle school in Ruckersville. The current middle school would become part of William Monroe High School. The timeline for this project is probably closer to 15 years, but enrollment increases may necessitate that this project will be included in the 10 year Capital Improvement Plan.

6. * Cost Summary:	\$ Amount
Planning/Engineering/Legal Acquisition	<u>800,000</u>
Construction	<u>20,000,000</u>
Equipment/Furniture	<u>500,000</u>
TOTAL	<u>21,300,000</u>

Source of Estimates: *current costs with inflation.*

7. Impact on Operating Costs/Personnel Requirements:

There would definitely be a fairly significant increase in operational costs, as well as the need for additional staff.

8. Alternatives to Requested Project:

A combination of Literary and Virginia Public Schools Authority (VPSA) funding.

9. Submitting Authority: *Greene County School Board*

Submitted by: *Raymond C. Dingleline, III*

Signature: *Raymond C. Dingleline, III*

Position: *Superintendent of Schools*

Date: *10/1/04*

10. Reserved:

* Cost estimates could change significantly depending on timeline and inflation. Projecting 10 – 15 years down the road is difficult to predict.

Capital Project Request

Department/Activity: Circuit Court Clerk's Office

1. Project Title: Imaging & Scanning | Reference Number:

2. Purpose of Request: <input checked="" type="checkbox"/> Add a Project mandated by <input type="checkbox"/> Delete a Project Supreme Court <input type="checkbox"/> Modify a Project	3. Department Priority: <input checked="" type="checkbox"/> Urgent <input type="checkbox"/> Necessary <input type="checkbox"/> Desirable Required by Fiscal Year <u>July 1, 2006</u>
---	--

4. Description/Location: Equipment and continuing of all records recorded in dead book.

5. Justification: Required by the Code of Virginia and Supreme Court of Virginia that we have remote access by 7-1-06

6. Cost Summary: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Category</th> <th style="text-align: right;">\$ Amount</th> </tr> </thead> <tbody> <tr> <td>Planning/Engineering/Legal Acquisition</td> <td style="text-align: right;">_____</td> </tr> <tr> <td>Construction</td> <td style="text-align: right;">_____</td> </tr> <tr> <td>Equipment/Furniture</td> <td style="text-align: right;">\$3070.00-4000.00</td> </tr> <tr> <td>Source of Estimate:</td> <td style="text-align: right;">Cott Systems</td> </tr> </tbody> </table>	Category	\$ Amount	Planning/Engineering/Legal Acquisition	_____	Construction	_____	Equipment/Furniture	\$3070.00-4000.00	Source of Estimate:	Cott Systems	7. Impact on Operating Costs/Personnel Requirements: <u>Cannot charge any additional and no additional personnel due to this.</u> <u>per month</u>
Category	\$ Amount										
Planning/Engineering/Legal Acquisition	_____										
Construction	_____										
Equipment/Furniture	\$3070.00-4000.00										
Source of Estimate:	Cott Systems										

8. Alternatives to Requested Project:

9. Submitting Authority: Submitted by: <u>Wesley Adams, Clerk</u> Signature: <u>Wesley Adams, Clerk</u> Position: <u>Clerk</u> Date: <u>9-27-04</u>	10. Remarks:
---	--------------

GREENE COUNTY COURT ADMINISTRATION FACILITIES

November 9, 2004

OPTION A-1

PROJECT SUMMARY

LOWER FLOOR COURTHOUSE

- Renovate for new Courtroom and Clerk's Office
- Minor finishes in remaining areas
- Construct new Self-help/Prisoner Holding area
- No work in existing Archive area (below Circuit Court Clerk)

MAIN FLOOR COURTHOUSE

- Renovate for new Circuit Court Judge and Secretary offices, Prisoner and Witness areas, Law Library and Attorney Conference rooms
- Renovate/construct new Juvenile Protection and Parole office (previously existing) and T-011 Radio room
- Minor finishes in remaining areas

MAIN FLOOR LIBRARY

- Renovate for Treasurer's Office/Department of Revenue and Auditor (previously existing)
- Leave w/ Retail Space*
Look for options, possibly old library space, possibly vacant

AREA SUMMARY

LOWER FLOOR COURTHOUSE (6,370 s.f. existing)

• Existing Building (Finishes)	1,540 s.f.	
• Existing Building Renovations	4,830 s.f.	
• New Construction	<u>728 s.f.</u>	7,118 s.f.

MAIN FLOOR COURTHOUSE (9,085 s.f. existing)

• Existing Building (Finishes)	5,220 s.f.	
• Existing Building Renovations	3,865 s.f.	
• New Construction	<u>1,000 s.f.</u>	10,125 s.f.

MAIN FLOOR LIBRARY (15,340 s.f. existing)

• Existing Building Renovations	4,500 s.f.	4,500 s.f.
---------------------------------	------------	------------

CONSTRUCTION

COURTHOUSE RENOVATIONS/ADDITION:	\$1,103,400.00	
LIBRARY RENOVATIONS:	<u>455,800.00</u>	\$1,559,200.00

dBF Associates, Architects

GREENE COUNTY COURT/ADMINISTRATION FACILITIES

PRELIMINARY COST ESTIMATE

Courthouse Renovations/Addition - Option A-1

GENERAL CONDITIONS	17,250 s.f. @ \$4.	\$ 69,000.00
DEMOLITION	8,715 s.f. @ \$4.	34,900.00
MASONRY		12,000.00
MISC. STEEL		5,000.00
ROUGH CARPENTRY	17,250 s.f. @ \$2.	34,500.00
FINISH CARPENTRY	17,250 s.f. @ \$5.	86,300.00
CASEWORK	80 l.f. @ \$500.	40,000.00
BUILDING INSULATION	1,768 s.f. @ \$2.	3,500.00
DOORS, FRAMES & HARDWARE	50 @ \$800./unit	40,000.00
FLOOR FINISHES	15,000 s.f. @ \$4.	60,000.00
WALLS/PARTITIONS	300 l.f. @ \$40.	12,000.00
ACT CEILINGS	15,700 s.f. @ \$2.50	39,300.00
PAINTING	17,250 s.f. @ \$1.25	21,600.00
TOILET & BATH ACCESSORIES/PART.		2,000.00
SIGNAGE		10,000.00
MOVABLE PARTITIONS		--
SEATING	100 @ \$250./ea.	25,000.00
WINDOW COVERINGS	48 @ \$100./ea.	4,800.00
ELEVATOR		--
PLUMBING	18 @ \$1,500./fixture	27,000.00
SPRINKLER		--
MECHANICAL	15,700 s.f. @ \$12.	188,400.00
ELECTRICAL	15,700 s.f. @ \$10.	157,000.00
SUBTOTAL		872,300.00
OH&P (15%)		130,800.00
SUBTOTAL		1,003,100.00
CONTINGENCY (10%)		100,300.00
TOTAL (\$64.00/s.f.)		\$1,103,400.00

Out

GREENE COUNTY COURT/ADMINISTRATION FACILITIES

PRELIMINARY COST ESTIMATE

Main Floor Library - Option A-1

GENERAL CONDITIONS	4,500 s.f. @ \$4	\$ 18,000.00
DEMOLITION		--
MASONRY		--
MISC. STEEL		--
ROUGH CARPENTRY	4,500 s.f. @ \$2	9,000.00
FINISH CARPENTRY	4,500 s.f. @ \$5	22,500.00
CASEWORK	108 l.f. @ \$500	54,000.00
BUILDING INSULATION	4,500 s.f. @ \$2	9,000.00
DOORS, FRAMES & HARDWARE	20 @ \$800./unit	16,000.00
FLOOR FINISHES	4,500 s.f. @ \$4	18,000.00
WALLS/PARTITIONS	800 l.f. @ \$40	32,000.00
ACT CEILINGS	4,500 s.f. @ \$2.50	11,300.00
PAINTING	4,500 s.f. @ \$1.25	6,000.00
TOILET & BATH ACCESSORIES/PART.		1,500.00
SIGNAGE		8,000.00
MOVABLE PARTITIONS		--
SEATING		--
WINDOW COVERINGS	8 @ \$150./ea	1,200.00
ELEVATOR	2 stops @ \$18,000.	36,000.00
PLUMBING	12 @ \$1,500./fixture	18,000.00
SPRINKLER	4,500 s.f. @ \$4	18,000.00
MECHANICAL	4,500 s.f. @ \$12	54,000.00
ELECTRICAL	4,500 s.f. @ \$10	45,000.00
SUBTOTAL		377,500.00
OH&P (15%)		56,600.00
SUBTOTAL		434,100.00
CONTINGENCY (5%)		21,700.00
TOTAL (\$101.28/s.f.)		\$ 455,800.00

County of Greene

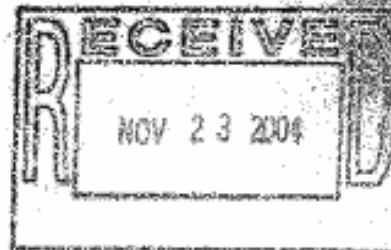


TRACY J. MORRIS
FINANCE DIRECTOR
POST OFFICE BOX 353
STANARDSVILLE, VIRGINIA 23973
TELEPHONE: 434-985-1493
FAX: 434-985-3703

Memorandum

TO: Catherine Clossin, Community Development Director
FROM: Tracy James Morris, Finance Director *JJM*
SUBJECT: Dental Clinic Capital Project Costs
DATE: November 23, 2004

Attached please find copies of expenses to be included in the CIP for the Dental Clinic. The total amount is \$29,641.00. These expenses are for future expansion of the dental clinic and should be listed in FY 2006-2007



Date: October 4, 2004

To: Julius Morris

From: Michelle Turner, Dental Office

Attached is the information that you requested per our recent conversation. In addition to the operatory equipment, here is a list of items that would be needed as well. Please note that the below prices are estimates.

2 - Curing lights	\$500.00 each
1 - Ultrasonic unit	\$600.00
1 - X-Ray unit	\$3800.00
1 - Tium slow speed	\$250.00
1 - Tium scaler	\$500.00
Instruments	\$350.00
 Total	 \$6700.00

We will also need a second computer station. There is a quote attached that lists our computer needs.



EQUIPMENT PROPOSAL



ID: 264962085
 Name: GREER CO DENTAL CLINIC
 Address: P O BOX 368
 RD OELT RD
 STANDARDVILLE, VA 22973

Branch: RICHMOND BRANCH

Proposed By: Fred Arnett

Rep Phone#: (804) 264-4227

Rep Cell Phone#: (804) 357-6122

Date Proposed: 6/30/2004

Phone: (804) 885-6217

Fax () - 804-3705

Approx. Install Date:

Ref	Part	Description	Qty	Quote Price	Sell Price	Total
BIOTEC	TC3-270	TC3-270 Treatment Center	1	10,800.00	8,795.00	8,795.00
BIOTEC	20082	Elect Tool Roll Below Storage Match	1	425.00	347.00	347.00
BIOTEC	39821	Push Hour Clock/Timer	1	95.00	78.00	78.00
BIOTEC	33816	Facial Water System - TC3 Cabinets	1	260.00	212.00	212.00
BIOTEC	30184	TC3-270 Solid Surface Countertop	1	530.00	758.00	758.00
ADEC		Casimir 1040 chair with seamless upholstery	1	7,180.00	5,456.00	5,456.00
ADEC	50060	Caring Mount #360 Light	1	2,085.00	2,040.00	2,040.00
DCOM	MULTIRISER	DENTAL.COM UPGRADE TO MULTIRISER	1	0.00	1,080.00	1,080.00

Not included in above quote:

Doctors stool \$500.00
 Assistant stool \$575.00

total: \$19,841

Subtotal:	\$10,765.00
Estimated Sales Tax (7.875%):	\$80.00
Misc Charges:	\$0.00
Total Investment:	\$10,765.00

Payment Account:
 Payment Option:

Payment due upon delivery

Account: 764362388
Name: GREEN CO DENTAL CLINIC
Address: P O BOX 358
40 CELT RD
City, State, Zip: STANDARDSVILLE, VA 22973
Phone: (434) 985-5217
Contact Name: Sharon Breedon
Fax: (434) 985-3705

Branch: RICHMOND BRANCH
Proposed By: Kathleen Eddowes
PTR Phone#: (804) 264-4246

Date Proposed: 9/30/2004
Expiration Date: 10/30/2004

Shipping Instructions:

HARDWARE

Manufacturer#	Item Number	Description	Sale Price	Qty	Payment	Total
Computers						
FDPC	5697610	Front Desk Computer <i>Pentium IV 2.8 Ghz Processor w/ 800 MHz FSB; Intel D865PTZL Micro ATX DDR Motherboard w/ LAN; 40 GB 7200 RPM Seagate Hard Drive; 256 MB DDR RAM; 14.1" w/ XP Professional; 54K Modem; 54 X CDROM; 3.5 floppy Drive; nVidia Riva 32MB AGP; Cables; Shipping, SVT & HW Installation, Network Cabling, and 1 year on-site service are included.</i>	\$1,825.00	1		\$1,825.00
Back-Up & Tapes						
BU3	5699020	40 GB HP Dat - SCSI Adapter required	\$1,175.00	1		\$1,175.00
BU73	5698053	40 GB Tapes 9 pack	\$100.00	1		\$100.00
Subtotal:						\$3,100.00
Sales Tax (5.00%):						\$155.00
Total Hardware Investment:						\$3,255.00

We do not pay tax.

Customer understands it is his/her responsibility to utilize and regularly update anti-virus or intrusion protection software, even if such software is acquired from Patterson Dental Supply, Inc. Furthermore, Patterson Dental Supply, Inc. disclaims any responsibility for damage caused by virus intrusion and any virus related repairs shall be at the Customer's sole expense.

Customer's Initials _____

Patterson Account: 764362388
Payment Option: None
Payment Terms: Down Payment: \$0.00
Filing Fee: \$0.00
Terms (months): 0
Finance Rate: 0.00 %
Monthly Payment: \$0.00

* Note that the DentalCom upgrade to multi user is quoted on the equipment proposal.

**County of Green
Department of Parks & Recreation
CIP PROJECTS**

Five Year Plan

- Installation of electrical service.
- Water available at park; well or public.
- Future grading around soccer fields for erosion control.
- Construct restroom facility.
- Pave road and parking lot.
- Construction of tennis and basketball courts.

Ten Year Plan

- Installation of regulation softball field and multi-purpose field at park.
- Irrigation of main soccer fields.
- Completion of walking and bike trails surrounding property.
- Acquire property in Ruckersville for small scale park to include playground, single family shelter, and playing field.
- Construction and completion of Park Master Plan.

Julius Bates, Sr.
Director
July 27, 2004



Kclossin

From: Chris Gensic [cgensic@tjpd.org]
Sent: Thursday, November 18, 2004 10:38 AM
To: Jeri Allen; Gary Lowe; Katy Clossin; Jerry Bortner; Andy Hagy; Harrison Rue
Subject: FW: Stanardsville Underground Utility Estimate

Stanardsville planners,

FYI - below is a rough cost estimate of burying electric lines for the court square/Main Street/Ford Avenue part of Stanardsville. I would probably double it to include digging/conduit/residewalking. That should cover the cost for burying cable and phone, too, since they can be run in the same trench with electrical lines, unlike water pipes.

If it does cost \$500,000, that means required match would be \$100,000 for a TEA Phase III application, due November 1, 2005.

This is a very rough target amount that can be used in conversations about fund-raising this year.

-----Original Message-----

From: Sisler, Jon M. [mailto:JSISLER@alleghenypower.com]
Sent: Wednesday, November 17, 2004 1:57 PM
To: cgensic@tjpd.org
Subject: Stanardsville UG Est.

Chris:

The preliminary estimate to replace the overhead electric facilities with underground facilities at Stanardsville, Virginia, is as follows:

Estimate - \$250,000.00

This estimate includes:

- * About two blocks on Main Street and Ford Ave around the Court House.
- * All primary and secondary electric conductors, vaults, transformers, pedestals, and connectors to rebuild the electrical facilities underground.
- * Removal of overhead facilities

This estimate does not include:

- * Excavating
- * Conduit
- * Service meter sockets and changes needed at each service entrance.

This is only a preliminary estimate in 2004 dollars provided to help with budgeting for the project

Jon M Sisler
Business Account Manager
Allegheny Power
540-743-2208 or 540-722-5820

Greene Maps and Project List

Greene County Primary Road Projects		
Roadway	Segment	Project
Route 29	Ruckersville	Inter-parcel access, limited number of new traffic signals, turn lanes
	Ruckersville 807	Parallel multi-modal "ring" roads Turn Lanes
Route 33	Ruckersville	Parallel multi-modal "ring" roads
	East of 29	Improve for multi-modal safety with paved shoulders, sidewalk or trail, and intersection adjustments.
	West of 29	Extend four-lane west to SNP Traffic calming in two school zones
	Near 810	Correct drainage issues
	Celt Road 230	Improve intersection (bypass) Improve intersection in Stanardsville
	Ruckersville School	Out median to allow full turning motions.
Route 230	33	Improve intersection in Stanardsville
	Entire length	Designate as scenic byway

Greene County Secondary Road Projects		
Roadway	Segment	Project
Route 619	Entire length	Pave under Rural Rustic Road program
Route 633	Entire length	Reduce speed limit, control speeds
Route 623	From 633 to 33	Pave shoulders
Route 810	Entire length	Safety improvements - pave shoulders

Greene County		
29/33	Ruckersville	Construct/designate commuter lot serviced by Greene County Transit.

Greene County Bicycle		
Stanardsville	All of town	Complete and improve walkway network
Ruckersville	Quadrants	Connect services between parcels and provide actuated crossing at 29/33 intersection signal
Route 33	All of County	Complete wide shoulders for bicycle use.

Secondary System

County: Greene

Construction Program

Estimated Allocations

Fiscal Year	Available Construction	Regular Construction	Unplanned Construction	Total
2006-08	\$15,940	\$152,790	\$109,710	\$378,440
2008-09	\$11,400	\$278,819	\$140,660	\$430,879
2009-10	\$14,830	\$544,935	\$110,817	\$670,582
2010-11	\$14,300	\$644,279	\$119,847	\$778,426
2011-12	\$14,600	\$495,168	\$50,066	\$560,834
2012-13	\$14,900	\$454,100	\$50,066	\$519,066
Total	\$69,970	\$2,179,001	\$685,066	\$3,574,037

Board Approval Date: 1/10/2014

G. Brent Swartzel, P.E.
Vice President

2014

William H. Hays, Jr., Director
Greene County, Ohio

2014

SECONDARY SYSTEM CONSTRUCTION PROGRAM
(in dollars)
2000 Budget Method

Agency	Project Name	Fiscal Year	Projected Fiscal Year Allocation				Assigned Funding Available	Previous Funding	Estimated Cost	Program Funding	Priority	Priority Rating	Priority Score	Priority Ranking	Priority Ranking				Priority Ranking	Priority Ranking
			2000-01	2000-02	2000-03	2000-04									2000-05	2000-06	2000-07	2000-08		
APWAC	Statewide	01	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100		
APWAC	Statewide	02	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100		
APWAC	Statewide	03	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100		
APWAC	Statewide	04	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100		
APWAC	Statewide	05	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100		
APWAC	Statewide	06	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100		
APWAC	Statewide	07	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100		
APWAC	Statewide	08	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100		
APWAC	Statewide	09	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100		
APWAC	Statewide	10	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100		
APWAC	Statewide	11	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100		
APWAC	Statewide	12	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100		

Page 2 of 2

SECONDARY SYSTEMS CONSTRUCTION PROGRAM
 In addition
 10/26/09 through 10/26/11

Route	County	Project Name	Project Location	Previous Funding	Additional Funding Source	FISCAL YEAR ALLOCATIONS					Status in Calendar	Source of Funds	
						10/26/09	10/26/10	10/26/11	10/26/12	10/26/13			
101	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
102	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
103	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
104	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
105	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
106	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
107	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
108	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
109	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
110	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
111	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
112	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
113	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
114	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
115	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
116	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
117	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
118	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
119	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
120	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
121	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
122	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
123	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
124	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
125	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
126	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
127	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
128	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
129	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09
130	Alameda	San Jose	San Jose	2000000	0	0	0	0	0	0	0	Completed	10/26/09

REPORT OF THE COMMISSIONERS OF THE GENERAL LAND OFFICE

REPORT OF THE COMMISSIONERS OF THE GENERAL LAND OFFICE

1895-96 and 1896-97

1895-96

Year	Area	Area in Acres	Value in £	Value in £	Value in £	Value in £	Value in £	Value in £	Value in £	Value in £	Value in £	Value in £
1895-96
1896-97
TOTAL

Table 1.1
 County: Clark

DEPARTMENT BUDGETARY PERFORMANCE REPORT

For the Year Ending: 2011-12

Department	Program	Fiscal Year	Budgeted Cost	Actuals	Variance	Percentage	Fiscal Year				Total
							2011-12	2010-11	2009-10	2008-09	
Public Safety	Police	7/1	1,200,000	1,150,000	50,000	4.2%	1,150,000	1,200,000	1,100,000	1,100,000	4,550,000
		1/1	1,200,000	1,150,000	50,000	4.2%	1,150,000	1,200,000	1,100,000	1,100,000	4,550,000
		7/1	1,200,000	1,150,000	50,000	4.2%	1,150,000	1,200,000	1,100,000	1,100,000	4,550,000
		1/1	1,200,000	1,150,000	50,000	4.2%	1,150,000	1,200,000	1,100,000	1,100,000	4,550,000
Public Safety Total			4,800,000	4,550,000	250,000	5.2%	4,550,000	4,800,000	4,400,000	4,400,000	17,500,000
Total			4,800,000	4,550,000	250,000	5.2%	4,550,000	4,800,000	4,400,000	4,400,000	17,500,000

TO: Catherine Cloasin, Community Development Director

FROM: David L. Lawrence, Public Safety Director

DATE: January 31, 2005

REF: Capitol Improvement Plan Specific to Emergency Communications System Upgrades

The Greene County Public Safety Office at the direction of the County Administrator and the Board of Supervisors has identified weaknesses in the communications systems for fire, rescue and Greene County Sheriff's office. The weaknesses identified were: some responders are on high band frequencies while others operated on low band, the radio equipment at the old sheriff's office was housed in an area that served as a water drainage area, some radio equipment was at least twenty-seven years old, the tower at the old sheriff's office had inadequate grounding, the tower at the new sheriff's office had inadequate grounding, there are many dead spots in the county, responders have difficulty reaching dispatch from inside buildings and lightning strikes regularly took down communications as well as destroying communications consoles.

"Interoperability Communications" has become the buzz words because of the incidents of September 11, 2001 involving The World Trade Center buildings, The Pentagon and the crash of an airliner in Pennsylvania. Emergency responders once in the Trade Center Buildings could not transmit or receive critical information and as a result many lost their lives. Many localities are now seeing their grant funds increased with the creation of The Department of Homeland Security. These funds are earmarked for emergency responders and one of the critical uses for these funds, as identified by The Department of Homeland Security, is for "Interoperability Communications".

Over the last few months Greene County began addressing the myriad of problems we faced concerning responder communications. The remedies are costly and we are taking steps to phase them in as funds become available. The most significant hurdle was and is funding.

As the above mentioned funds become available we are directing them towards correcting some of the identified communication weaknesses. To date the following corrective measures have been taken:

1. \$6,420.00 used to purchase 12 Motorola Mobile radios.
2. \$36,295.00 used to purchase 61 Motorola Portable radios.
3. \$26,593.04 used upgrading the communications equipment at the old Sheriff's office.
4. \$4,479.00 used for grounding upgrades at the old sheriff's office.
5. \$2,803.00 used to install antennas on the Fredericksburg rd. to wtr.
6. \$4,200.00 used for grounding upgrades at the new sheriff's office.

Appendix B Inventory of Capital Assets—2004

Date Asset Acquired (mm/dd/yyyy)	Asset's Original Cost	Asset Life (Years)	Description	Fund - Function - Department	Classification & Funding Source
06/30/85	42,000.00	-	Landfill	General - Public works - Landfill	Land - General revenues
06/30/90	90.00	-	Court square Complex	General - Judicial administration - Courts	Land - General revenues
06/30/85	6,670.00	-	Health Department	General - Health and welfare - Health Department	Land - General revenues
06/30/82	65,000.00	-	Court Square Parking lot	General - Judicial administration - Courts	Land - General revenues
06/30/89	40,000.00	-	Rt 33	General - Judicial administration - Courts	Land - General revenues
06/30/00	60,000.00	-	Episcopal Church	General - Judicial administration - Courts	Land - General revenues
06/30/01	170,000.00	-	Library	General - Parks, recreation and cultural - Library	Land - General revenues
06/30/80	6,948.00	-	Commonwealth Attorney's Office	General - Judicial administration - Commonwealth Attorney	Land - General revenues
06/20/85	125,000.00	-	Ruckersville Elementary	General - Education - Schools	Land - General revenues
06/30/81	20,000.00	-	City Administration Building	General - General government - County Administrator	Land - General revenues
06/30/87	75,000.00	-	Vehicle Maintenance Facility	General - General government - Vehicle Maintenance	Land - General revenues
06/30/02	53,097.00	-	Social Services and Sheriff's Office	General - Public safety - Sheriff	Land - General revenues
06/30/96	14,000.00	5	1985 Dodge Pickup	General - Public safety - Sheriff	Land - General revenues
06/30/92	12,600.00	5	1981 Chevrolet Pickup	General - Public safety - Animal control	Equipment - General revenues
06/30/78	10,000.00	5	1978 Dodge Van	General - Public safety - Animal control	Equipment - General revenues
06/30/85	11,000.00	5	1984 Chevrolet Pickup	General - Public works - General Maintenance	Equipment - General revenues
06/30/92	13,000.00	5	1981 Ford Explorer	General - Parks, recreation and cultural - Parks & Recreation	Equipment - General revenues
06/30/88	22,753.00	5	1988 Ford Explorer	General - Public safety - Building Inspector	Equipment - General revenues
06/30/01	23,310.00	3	2000 Ford Crown Victoria	General - Public safety - Sheriff	Equipment - General revenues
06/30/01	23,310.00	3	2000 Ford Crown Victoria	General - Public safety - Sheriff	Equipment - General revenues
06/30/01	23,310.00	3	2000 Ford Crown Victoria	General - Public safety - Sheriff	Equipment - General revenues
06/30/98	5,200.00	3	1998 Chevrolet Lumina	General - Public safety - Sheriff	Equipment - General revenues
06/30/99	22,153.00	3	1998 Ford Explorer	General - Community development - Planning	Equipment - General revenues
06/30/99	24,983.00	3	1998 Ford Explorer	General - Public safety - Sheriff	Equipment - General revenues
06/30/99	23,393.00	3	1998 Ford Explorer	General - Public safety - Sheriff	Equipment - General revenues
06/30/99	23,393.00	3	1998 Ford Crown Victoria	General - General government - County Administrator	Equipment - General revenues
06/30/99	23,393.00	3	1998 Ford Crown Victoria	General - Public safety - Sheriff	Equipment - General revenues
06/30/99	23,393.00	3	1998 Ford Crown Victoria	General - Public safety - Sheriff	Equipment - General revenues
06/30/99	23,393.00	3	1998 Ford Crown Victoria	General - Public safety - Sheriff	Equipment - General revenues
06/30/99	23,393.00	3	1998 Ford Crown Victoria	General - Public safety - Sheriff	Equipment - General revenues
06/30/98	21,500.00	3	1997 Ford Crown Victoria	General - Public safety - Sheriff	Equipment - General revenues
06/30/97	15,000.00	3	1996 GMC Sedan	General - Public safety - Sheriff	Equipment - General revenues
06/30/97	17,000.00	3	1996 Chevrolet Caprice	General - General government - Vehicle Maintenance	Equipment - General revenues
06/30/97	17,000.00	3	1996 Ford Crown Victoria	General - Public safety - Sheriff	Equipment - General revenues
06/30/97	17,000.00	3	1996 Ford Crown Victoria	General - Public safety - Sheriff	Equipment - General revenues
06/30/96	25,000.00	3	1996 Chevrolet Caprice	General - Public safety - Sheriff	Equipment - General revenues
06/30/85	13,750.00	3	1994 Chevrolet Tahoe	General - Public safety - Sheriff	Equipment - General revenues
06/30/84	13,500.00	3	1983 Chevrolet Caprice	General - Public safety - Sheriff	Equipment - General revenues
06/30/83	30,000.00	3	1982 Ford Ambulance	General - Public safety - Sheriff	Equipment - General revenues
06/30/83	12,500.00	3	1982 Ford Taurus	General - Public safety - Sheriff	Equipment - General revenues
06/30/83	12,500.00	3	1982 Ford Crown Victoria	General - Public safety - Sheriff	Equipment - General revenues

08/23/82	11,000.00	3	1988 Dodge Van	General - Public safety - Street
08/23/82	11,000.00	3	1988 Ford Thunderbird	General - Public safety - Street
08/23/82	15,000.00	3	1988 Chevrolet Truck	General - Public safety - Street
08/23/82	18,000.00	3	1988 Chevrolet Blazer	General - Public safety - Street
08/23/82	32,000.00	3	1988 Ford	General - Public safety - Street
08/23/82	12,000.00	3	1988 GMC Truck	General - Public safety - Street
08/23/82	18,000.00	3	1988 Chevrolet Station Wagon	General - Public safety - Street
08/23/82	4,000.00	3	1988 Buick Wildcat	General - Public safety - Street
08/23/82	12,000.00	3	1984 Chevrolet Pickup	General - Public safety - Street
08/23/82	12,000.00	3	1984 Chevrolet Blazer	General - Public safety - Street
08/23/82	12,000.00	3	1984 Chevrolet Blazer	General - Public safety - Street
08/23/82	10,000.00	3	1987 Jeep	General - Public safety - Street
08/23/82	30,000.00	12	2000 Ford Bus	General - Public works - Solid Waste
08/23/82	30,000.00	12	2000 Ford Bus	General - Public works - Transit
08/23/82	30,000.00	6	1996 Chevrolet Cavalier	General - Public works - Transit
08/23/82	30,000.00	6	1996 Dodge Van	General - Public works - Transit
08/23/82	30,000.00	6	1996 Dodge Van	General - Public works - Transit
08/23/82	30,000.00	6	1997 Dodge Sport Van	General - Public works - Transit
08/23/82	30,000.00	6	1997 Dodge Sport Van	General - Public works - Transit
08/23/82	30,000.00	6	1997 Ford Super Van	General - Public works - Transit
08/23/82	30,000.00	6	1998 Ford Cargo Delivery	General - Public works - Transit
08/23/82	20,000.00	6	1998 Ford Van	General - Public works - Transit
08/23/82	18,000.00	6	1992 Dodge Van	General - Public works - Transit
08/23/82	18,000.00	6	1991 Dodge Van	General - Public works - Transit
08/23/82	45,000.00	12	1994 Chevrolet Cavalier	General - Public works - Transit
08/23/82	12,000.00	6	1979 Ford Dairy Truck	General - Community development - Planning
08/23/82	17,000.00	6	1987 Mercury Van	General - Public works - Solid Waste
08/23/82	31,000.00	6	1987 Ford F-Series	General - Public works - Solid Waste
08/23/82	17,000.00	6	1988 Chevrolet Blazer	General - Health and welfare - Social Services
08/23/82	17,000.00	6	1988 Ford Explorer	General - Health and welfare - Social Services
08/23/82	7,000.00	6	1988 Chevrolet Pickup	General - General government - Miscellaneous
08/23/82	22,000.00	6	1994 Ford Explorer	General - Public safety - Street
08/23/82	23,000.00	6	1995 Ford Explorer	General - Public safety - Street
08/23/82	25,000.00	6	1995 Ford Explorer	General - Public safety - Street
08/23/82	25,000.00	6	1995 Ford Crown Victoria	General - Public safety - Street
08/23/82	40,000.00	12	2001 Chevy Blazer	General - Public works - Transit
08/23/82	34,000.00	6	2001 Dodge Van	General - Public works - Transit
08/23/82	30,000.00	6	2001 Dodge Van	General - Public works - Transit
08/23/82	12,000.00	6	1998 Chevrolet Blazer	General - Public works - Transit
08/23/82	12,000.00	6	1998 Chevrolet Blazer	General - Public works - Transit
08/23/82	30,000.00	6	1998 Chevrolet Blazer	General - Public works - Transit
08/23/82	30,000.00	6	1998 Chevrolet Blazer	General - Public works - Transit

08/25/77	50,000.00	40	Commonwealth Authority	General - Judicial administration - Commonwealth Authority	Buildings - General revenues
08/25/80	725,822.00	40	County Administration Building	General - General government - County Administration	Buildings - General revenues
08/25/78	918,436.00	40	Court Square Office Building	General - Judicial administration - County Administration	Buildings - General revenues
08/25/80	20,200.00	40	Registrar's Office	General - General government - Board of Supervisors	Buildings - General revenues
08/25/80	10,000.00	40	Animal Shelter	General - Public safety - Animal control	Buildings - General revenues
08/25/80	1,500.00	40	Storage Building @ Transfer Station	General - Public works - Landfill	Buildings - General revenues
08/25/80	949,817.00	40	Processing Plant @ Transfer Station	General - Public works - Landfill	Buildings - General revenues
08/25/80	87,863.00	40	Caring Building @ Transfer Station	General - Public works - Landfill	Buildings - General revenues
08/25/80	10,000.00	40	Swine Building @ Transfer Station	General - Public works - Landfill	Buildings - General revenues
08/25/80	1,000.00	40	Transfer Building @ Fleishman Yard	General - Public works - Landfill	Buildings - General revenues
08/25/77	1,700,000.00	40	Vehicle Maintenance Facility	General - General government - Vehicle Maintenance	Buildings - General revenues
08/25/82	400,000.00	40	Animal Services & Shelter's Office	General - Public safety - Sheriff	Buildings - General revenues
08/25/82	400,000.00	40	Improvements to animal services & shelter	General - Public safety - Sheriff	Buildings - General revenues
08/25/80	40,000.00	0	Nashville Elementary School	Schools - Education - Schools	Buildings - General revenues
08/25/78	40,000.00	0	Nel Street Elementary School	Schools - Education - Schools	Buildings - General revenues
08/25/80	100.00	0	High Middle School	Schools - Education - Schools	Land - General revenues
08/25/80	2,000.00	0	High School AC Brmp	Schools - Education - Schools	Land - General revenues
08/25/84	58,500.00	40	Patton Middle Middle School	Schools - Education - Schools	Land - General revenues
08/25/82	398,004.00	40	Adrienne Wilton Huron Middle School	Schools - Education - Schools	Buildings - General revenues
08/25/82	3,102,114.00	40	William Wachs High School	Schools - Education - Schools	Buildings - General revenues
08/25/78	1,400,184.00	40	Primary School	Schools - Education - Schools	Buildings - General revenues
08/25/82	181,000.00	40	Primary Gym	Schools - Education - Schools	Buildings - General revenues
08/25/80	4,300,000.00	40	Nashville Greene Elementary Sch	Schools - Education - Schools	Buildings - General revenues
08/25/75	1,530,180.00	40	Athletic Field House	Schools - Education - Schools	Buildings - General revenues
08/25/77	2,200,000.00	40	Greene County Tech Center	Schools - Education - Schools	Buildings - General revenues
08/25/81	6,848,822.00	40	Plumtree Elementary School	Schools - Education - Schools	Buildings - General revenues
08/25/79	16,700.00	40	Maintenance and Storage	Schools - Education - Schools	Buildings - General revenues
08/25/87	25,000.00	12	CMC	Schools - Education - Schools	Buildings - General revenues
08/25/84	20,000.00	12	Ford	Schools - Education - Schools	Buildings - General revenues
08/25/80	25,000.00	12	CMC	Schools - Education - Schools	Buildings - General revenues
08/25/80	27,000.00	12	CMC	Schools - Education - Schools	Buildings - General revenues
08/25/82	40,000.00	12	Fine	Schools - Education - Schools	Buildings - General revenues
08/25/82	34,700.00	12	Ford	Schools - Education - Schools	Buildings - General revenues
08/25/81	24,000.00	12	Ford	Schools - Education - Schools	Buildings - General revenues
08/25/80	4,200.00	12	Ink	Schools - Education - Schools	Buildings - General revenues
08/25/80	27,000.00	12	CMC	Schools - Education - Schools	Buildings - General revenues
08/25/81	30,000.00	12	Ford	Schools - Education - Schools	Buildings - General revenues
08/25/80	24,570.00	12	CMC	Schools - Education - Schools	Buildings - General revenues
08/25/81	27,104.00	12	Novelty	Schools - Education - Schools	Buildings - General revenues
08/25/81	4,700.00	12	Ink	Schools - Education - Schools	Buildings - General revenues
08/25/80	21,000.00	12	Navy	Schools - Education - Schools	Buildings - General revenues
08/25/80	20,870.00	12	CMC	Schools - Education - Schools	Buildings - General revenues
08/25/81	20,000.00	12	CMC	Schools - Education - Schools	Buildings - General revenues
08/25/80	27,500.00	12	CMC	Schools - Education - Schools	Buildings - General revenues
08/25/80	27,000.00	12	CMC	Schools - Education - Schools	Buildings - General revenues
08/25/80	25,782.00	12	CMC	Schools - Education - Schools	Buildings - General revenues
08/25/80	27,000.00	12	CMC	Schools - Education - Schools	Buildings - General revenues

Appendix C Capital Improvement Policy

The Capital Improvement Plan is the principal measure used to implement the Greene County Comprehensive Plan as it relates to public facilities. It is essential that policy guide and direct the identification, planning, assessment, evaluation, ranking, selection and implementation of projects and financing means that constitute the capital program. This policy also serves to guide the development of future capital improvement programs. The capital policy, previously adopted in March of 1992, is briefly stated follows:

- A five-year Capital Improvement Plan will be developed, updated annually and will serve as the basis for an annual capital budget.
- The County will maintain its capital investment in the infrastructure through annual funding of maintenance and replacement costs.
- Major renovation, replacement or additional projects proposed will be considered in one of the annual Capital Improvement Programs.
- The County will confine long-term borrowing to the financing of major capital improvements. Such borrowing, to the extent possible, will not be more frequent than every other year.
- Revenues received from the sale of capital (real or personal) property will first be considered and used for future capital projects.
- Citizen participation is encouraged. At least two public hearings will be conducted, one by the Planning Commission and the other by the Board of Supervisors, which can be the public hearing on the combined annual capital and operating budgets.
- Projects included in the CIP will be consistent with the Greene County Comprehensive Plan.
- Projects will be ranked as to priority of consideration in the order that follows:
 1. Mandated by law or State and Federal agency regulations.
 2. Preserves and protects the health and safety of the community.
 3. Promotes economic development.
 4. Necessary to continue existing levels of county services or which reduces maintenance and operating costs of existing property or services.
 5. New facilities that provide additional or expanded county services that meet identified community needs.
- Each project will be considered as to the capital project itself and any related annual operating expenditures. Where there is a substantial increase in operating expenditures due to the new project, a funding recommendation will be developed

and included in the annual capital plan for both the capital project and the annual operating expenditure.

Appendix D Capital Improvement Project Submittal and Instructions



PLANNING COMMISSION

BOARD OF ZONING APPEALS


GREENE COUNTY PLANNING DEPARTMENT
Post Office Box 358
Stanardsville, Virginia 22973

Tel: 434-985-5282
Fax: 434-985-1459

Website: www.gcva.us
Email: planning@gcva.us

MEMORANDUM

TO: Department Heads
Constitutional Officers
School Superintendent
Planning Commission
Board of Supervisors



FROM: Catherine J. Clossin, Planning Director

SUBJECT: Capital Improvements Program (CIP) Update

DATE: September 8, 2004

The Planning Commission will consider an update of the County's Capital Improvement Program (CIP) at its November 17, 2004 meeting. As you may remember from an initial CIP first established in March 1992 and last revised in 1995, the CIP provides the Board of Supervisors guidance in preparing its annual budget as well as planning for capital expenditures over the next five and ten year periods. The CIP is now being updated and this letter is a request for you to submit any projects meeting the criteria attached by Friday, October 1st.

The Capital Improvements Program (CIP) for FY 06-10 and the Capital Needs Assessment for FY 11-14 will serve as the planning guides for County expenditures on major capital facilities and equipment needs over the next five and ten year periods respectively, and represent a balance between finite resources and an ever increasing number of competing County priorities and needs, including capital facilities.

As part of the redesigned Capital Improvements Program process, the ten-year Capital Needs Assessment will help to identify County capital needs that are beyond the traditional five-year CIP period. This assessment, which will be updated every other year, will help to form the basis

of the five-year CIP as projects are brought forward. Projects in the out-years, FY 11-14, will not be balanced to revenues, but are reviewed as potential projects in a planning stage.

The five-year Capital Improvements Program (CIP) is the planning guide for County expenditures for major capital facilities and equipment over the upcoming five-year period. It is based on the “physical needs” of the County as identified in the Capital Facilities Plan, which will become a section of the County’s Comprehensive Plan. The Capital Improvements Program will first be reviewed and approved by the Planning Commission and then recommended to the Board of Supervisors for their approval. The Board of Supervisors will subsequently approve the program, and the annual CIP budget for projects to be funded in the upcoming fiscal year. The planning cycle operates on a two-year timeframe. The first year involves the assessment of all projects and development of the complete CIP while the second year of the cycle only addresses amendments and refinements of the CIP needed to accommodate urgent or emergency projects and updated cost estimates.

The current budget year of the Capital Improvements Program will be called the Capital Budget, and funds will be appropriated on an annual basis for budget year projects in the CIP in the same manner as funds are appropriated in the County's annual operating budget. Those projects scheduled in the CIP for subsequent years will be approved for planning purposes only and will not receive expenditure authority until they become part of the capital budget.

A capital project will be defined as a project (1) which requires a minimum expenditure by the County of \$20,000, (2) which has a useful life span of ten years or more, and (3) which meets one or more of the following criteria:

- Provides for the acquisition or construction of any physical facility for the community, to include consultant or professional services related to acquisition or construction;
- Provides for the acquisition of equipment for any physical facility when first constructed or acquired;
- Provides for the ongoing acquisition of major capital equipment or systems, i.e., computer technology, radio systems;
- Provides for the acquisition of land or an interest in land;
- Provides for the acquisition of public utilities;
- Fund expenditures, including additions to existing facilities, which increase the square footage or value of a facility; and/or
- Fund expenditures for major maintenance or replacement projects on existing facilities.

A capital maintenance or replacement project will be defined as a project to repair, maintain or replace existing capital facilities for the purpose of protecting the County’s investment and minimizing future maintenance and replacement costs. To be classified as a non-recurring maintenance project, a project must have an interval between expenditures of at least five years. Individual maintenance projects may have a minimum value of less than \$20,000. Individual maintenance, repair and replacement projects are not presented as separate CIP projects, but are submitted by departments as one line item for each year of the five-year period.

Since technology purchases typically have a useful life of three to five years, these purchases will be funded in the Capital Budget on a “pay-as-you-go” basis from current revenues, or other, non-borrowed sources of funding, such as state revenues (when available) or other local non-General Fund revenues.

Please submit project sheets for any capital requests that you envision needing over the next five or ten years. In addition, any information you may have with regard to projected available sources of funding will assist in projecting available revenues. I have enclosed a Capital Project Request Form with instructions for its use as well as a spreadsheet for scheduling the anticipated expenditures and designating actual or potential sources of revenue. The more detailed the information we can begin with, the more likely it is that we can find the funding when it becomes necessary. Please feel free to contact me at 985-5282 with any questions or concerns you may have.

Attachments:

Capital Project Request Sheets and Instructions
Expenditure and Revenue Spreadsheet
Capital Project Summary

2004 Capital Project Request Distribution List:

Clerk
Commissioner of Revenue
Commonwealth’s Attorney
Community Development
County Administrator
Dental Clinic
E911
Economic Development Authority
Extension Office
Fire Departments
Health Department
JABA
Library
Parks and Recreation
Region Ten
Registrar
Rescue Department
School Board
Sheriff
Transit
Treasurer

Capital Project Request

Department/Activity:

1. Project Title:	Reference Number:
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2. Purpose of Request: <input type="checkbox"/> Add a Project <input type="checkbox"/> Delete a Project <input type="checkbox"/> Modify a Project	3. Department Priority: <input type="checkbox"/> Urgent <input type="checkbox"/> Necessary <input type="checkbox"/> Desirable Required by Fiscal Year _____
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4. Description/Location:

5. Justification:

<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">6. Cost Summary:</td> <td style="width: 30%; text-align: center;">\$ Amount</td> </tr> <tr> <td>Planning/Engineering/Legal</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>Acquisition</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>Construction</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>Equipment/Furniture</td> <td style="text-align: center;">_____</td> </tr> <tr> <td style="text-align: center;">TOTAL</td> <td style="text-align: center;">_____</td> </tr> <tr> <td colspan="2" style="padding-top: 10px;">Source of Estimates:</td> </tr> </table>	6. Cost Summary:	\$ Amount	Planning/Engineering/Legal	_____	Acquisition	_____	Construction	_____	Equipment/Furniture	_____	TOTAL	_____	Source of Estimates:		7. Impact on Operating Costs/Personnel Requirements:
6. Cost Summary:	\$ Amount														
Planning/Engineering/Legal	_____														
Acquisition	_____														
Construction	_____														
Equipment/Furniture	_____														
TOTAL	_____														
Source of Estimates:															

8. Alternatives to Requested Project:
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9. Submitting Authority: Submitted by: Signature: Position: Date:	10. Reserved:
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INSTRUCTIONS FOR COMPLETING CAPITAL PROJECT REQUEST FORM

- Item 1. Project Title:** Enter name of project. This should be a short title by which the project will be known. The capital program coordinating unit will assign a reference number.
- Item 2. Purpose of Request:** Indicate whether the project is an addition, deletion or modification to the Capital Improvement Program.
- Item 3. Department Priority:** Indicate the project's priority. The following is a suggested list of criteria that may be helpful in setting priorities. For a project which is urgent or necessary, also enter the fiscal year by which the project is required.
- Urgent** projects cannot be postponed or are required to complete a partially finished project, to maintain as established program, or to meet emergency situations.
- Necessary** projects should be carried out within a few years to meet anticipated needs or for replacement of unsatisfactory facilities.
- Desirable** projects are needed for the proper expansion of a department program or to create an ideal operation, but may be postponed until funds are available.
- Item 4. Description/Location:** Give a brief narrative explanation of the project. Indicate whether the project is to replace existing facilities, equipment and land or is an addition involving an increase in service delivery. Describe expected relationships of this project to existing or planned facilities and services, both public and private; summarize the probable impact of the project on general environment conditions of the locality and area. Designate the location of boundary limits of the proposed project. If a site is required but has not been selected, this should be indicated; if a site is tentative, provide as much information as possible. A description of land acquisition projects should include dimensions, overall characteristics, unusual conditions, and any other pertinent information. Include references to any relevant studies. Attach additional sheets or maps to the form as necessary.
- Item 5. Justification:** Indicate the need for the project and what it is expected to accomplish. This could include reasons such as obsolescence of present facility, benefits of the service to be rendered, character of the area served, and number of people to be served. Describe the nature and extent of department's total program and the position of the specific project within that program. Indicate how the project is related to any long-range plans such as the comprehensive plan. Attach additional sheets as necessary.
- Item 6. Cost Summary:** This item is extremely important because the programming depends greatly on the accuracy and completeness of the cost data provided. Indicate the estimated cost of each appropriate project activity; include additional activities as necessary. Amounts should be rounded to the nearest hundred dollars. If only preliminary data or unit costs are available, they should be the basis for cost estimates. Indicate the source(s) of the estimates. Sources could include actual bid, negotiated price, rule of thumb, appraisal, or other professionally derived estimates such as cost based on catalog price or recent experience.
- Item 7. Impact on Operating/Personnel Requirements:** Give a narrative explanation of the effect of the project on operating costs such as personnel, purchases of services, materials and supplies, equipment purchases, maintenance and utilities. For personnel, indicate the estimated number of increase or decrease in employees and in salary or hourly wage expenses. Indirect operating costs could include fringe benefits and general administrative costs. If the project is expected to generate revenue, estimate the amount. Attach additional sheets as necessary.
- Item 8. Recommended Alternative(s) to or Method(s) of Financing:** Indicate any suggestions for alternatives to the project or sources of financing.
- Item 9. Submitting Authority:** The department head or other official representative should review, sign and date each form.
- Item 10. Reserved:** This space is reserved for any notes or comments made the coordinating unit.

Glossary:

For the limited purpose of providing clarity and understanding of the Capital Improvement Plan the following items are expanded upon.

Capital Improvement Program. A managerial and financial tool to provide a schedule of recommended capital facilities, with cost estimates and the means to finance them, to undertake in the ensuing fiscal year (and in a period not to exceed the next four years) as the basis of the capital budget for Greene County, subject to the approval of the Board of Supervisors. The major elements are:

- a. Authorization by section 15.2-2239 of the Code of Virginia.
- b. Based on the Comprehensive Plan of Greene County.
- c. Annual requirement, when adopted.
- d. Plan not to exceed five years.
- e. First year of the five year plan is basis of the capital budget.
- f. Consult with county officials, heads of county departments and interested citizens.
- g. Hold public hearings, as deemed necessary.
- h. Planning Commission makes recommendations.
- i. Requires approval by the Board of Supervisors.

Capital Budget. A financial plan consisting of a list of capital projects, together with cost estimates and funding sources, for the coming fiscal year requiring approval by the Board of Supervisors. The capital budget is the first year of the five year capital improvement program. The remaining four years are the longer term capital programming document, subject to annual review. The capital budget under this CIP will consist of two components. Due to the significance of all items, the approval and implementation process, and dollar criteria of \$20,000, it was considered advisable to establish two distinct categories of capital projects. These include:

- a. **Capital Project Operational or Operating Capital Projects.** This category will contain items with useful lives of ten years, or more, and requiring expenditure of up to \$20,000. The item must also have a distinct and clear association with or need by an existing department or activity of the County, which will place the item in service on a continuous basis in support of the department's function. In addition, the reoccurring purchase of vehicles (sheriff, school and transit programs) will be included in this category even with the unit cost exceeding \$20,000. The items in this category will be included in county operating budget, and clearly and separately identified as Operating Capital Projects (Capital Support Projects.) An example of an item in this category is motor vehicles.
- b. **Capital Project.** This category will contain items with a useful life of ten years, or more, and require expenditure of more than \$20,000. The item must meet an identified community need as contained in the Comprehensive Plan, or other

adopted plans. The item is to be a major addition or replacement of a county asset. The items in this category will be presented by the Planning Commission as the Capital Budget. Examples of items in this category are office building and land acquisition.

Capital Project. Any major, unique or non-recurring (not annually) expenditure for the purchase, construction or replacement of physical assets of the county using public funds. Specifically, this includes any item or group of closely related items with a useful life of ten years or more, and costing \$20,000 or more. Motor vehicles are a specific exception to this general definition.

Operating Budget. A financial plan consisting of a list of revenue sources and expenditure objectives by department or activity recurring on an annual basis. Generally, the items in the operating budget repeat each year. The Capital Budget has a different item or group of items each year.

Debt and Debt Financing. Money owed to another by virtue of an agreement giving rise to a legal duty to pay. Debt financing means money borrowed to undertake projects immediately and then repaid out of future tax revenues. It is limited in this CIP to the long term-debt including general obligation bonds, state literary fund loans and revenue bonds. Excluded is short-term debt including borrowing and repayment within the fiscal year and also lease/purchase agreements related to the acquisition of items needed in daily operations of county government.

Debt Limit. The maximum amount of indebtedness that the county may legally incur. Under Article VII, 10 Debt, of the Constitution of Virginia no city or town may issue any bonds or other interest-bearing obligations which, including existing indebtedness, shall at any time exceed ten percent of the assessed valuation of the real estate in the city or town subject to taxation, as shown by the last preceding assessment for taxes. Any county may upon approval by the affirmative vote of the qualified voters of the county voting in an election on the question, elect to be treated as a city for the purposes of issuing its bonds under this section and the ten percent limit would apply. Schools bonds, by the Board of Supervisors, are limited to the above ten percent. Refunding bonds are limited to the amount of the bonds to be replaced. Revenue bonds by the Board of Supervisors are limited to the amount of anticipated revenues for the year or the full grant amount and must be repaid within one year. Otherwise there is no debt limit where county voters have given their approval. Bond markets consider the ten percent of property value and set interest rates accordingly. In this CIP the debt limit will be considered ten percent of the assessed valuation of real estate. Also, the difference between this limit and the amount of outstanding debt is designated as the available bonding capacity. (Available bonding capacity would have been **\$85,172,618** for FY 2003-2004 based on actual collections that year minus existing debt service. **$((7,356,326 * 100) / 0.84) * 0.1 - 2,402,692$**)

Debt Service. The payment of maturing principal and interest. The outlays needed, supplied, or accrued for meeting such payments during any fiscal year.

Base Amount. A concept used in economic projections to represent the past and present value of an item and used as a starting point to project an expected future amount.

Risk Assessment. A concept used in economic projections to determine high or low risk based on the ability to control the revenue or expenditure item by the authoritative body, the Board of Supervisors. An example is real estate tax which has low risk; contrasted with state revenue as established by state authorities which has high risk. Likewise, salary increases generally have low risk but welfare payments have high risk.

Revenue and Expenditure Neutral. Any added state or federal grants or other programs where the added revenue equals the added expenditures during the period FY 2004 through FY 2008, and require no county funds.

Revenue Sharing. Funds (money) from state revenue sources provided to the county, based on a formula established by the state and supplied for the purpose of sharing the expense of operating certain activities within the county. These activities include the Commonwealth's Attorney, Sheriff, Registrar/Electoral Board, Clerk of the Circuit Court, Welfare Administration, Public Assistance, and basic school aid and grants such as the public transportation system.

Tax Base, Assessment or Assessed Valuation. An economic or market value expressed in money terms to attribute worth to property for the purpose of imposing a tax. In this CIP, included are real estate, personal property, mobile homes, machinery and tools and public service corporations.

Tax; Tax Levy. The imposing and collecting of a compulsory money payment to support the activities of local government; the amount to be collected. Specifically, the term tax levy is linked with the term tax base to mean that property at assessed value (usually expressed in \$100 units) will have imposed a payment (per unit) in support of local government during a calendar year. Excluded here are permits, fees and licenses which are for specific services or benefits.