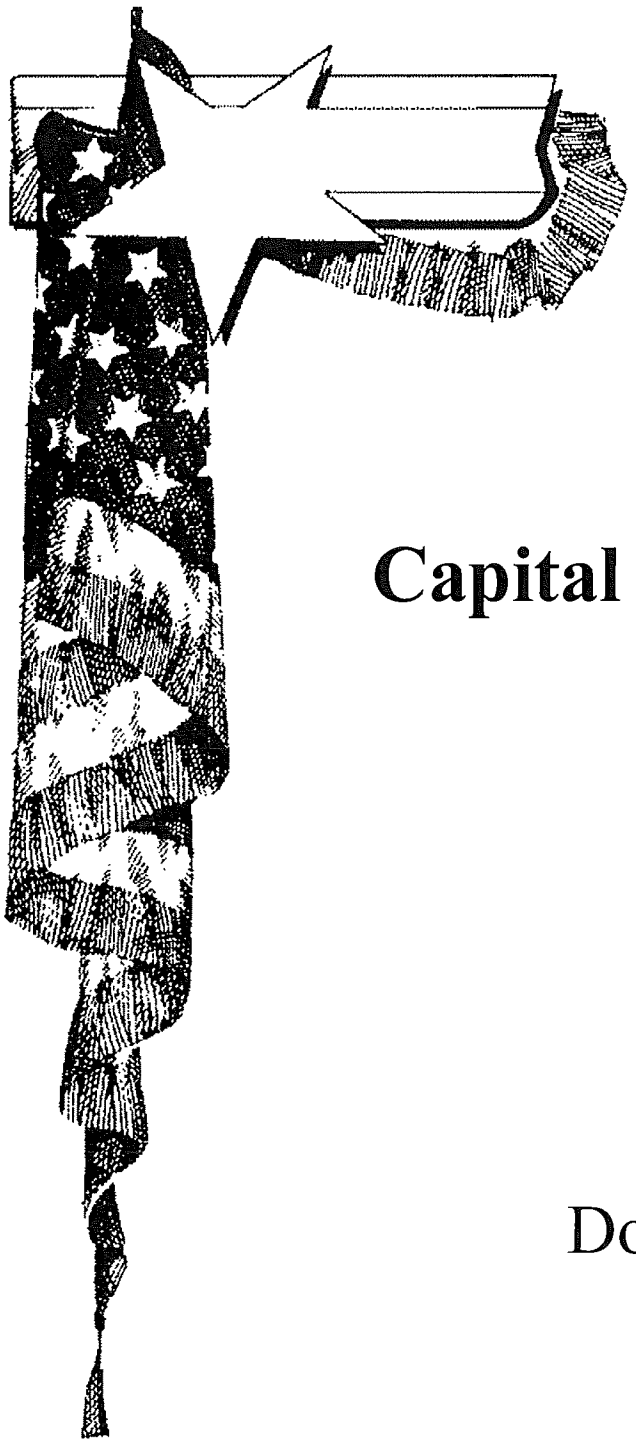

Adopted – County Board
Resolution 2014-70

Door County
Capital Improvements Program

2015 – 2019

Door County, Wisconsin

Submitted by Shirley M. Scalish, Finance Director

DOOR COUNTY

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD	X		
BRANN	X		
BUR	X		
ENGLEBERT	X		
ENIGL	X		
FISHER	X		
GUNNLAUGSSON	X		
HAINES	X		
HALSTEAD	X		
KOCH	X		
KOHOUT	X		
LIENAU	X		
MEYER	X		
MOELLER	X		
NEINAS	X		
O'CONNOR	X		
RUNQUIST			X
SCHULTZ	X		
SITTE	X		
VIRLEE	X		
ZIPPERER	X		
	20	0	1

BOARD ACTION

Vote Required: Majority Vote of A Quorum.

Motion to Approve — Adopted [X]

1st Lienau — Defeated [ ]

2nd Brann

Yes: 20 No: 0 Exc: 1

Reviewed by: _____, Corp. Counsel

Reviewed by: Maureen Murphy, Administrator

FISCAL IMPACT: Adoption of this resolution moves the 2015 C.I.P. projects forward as per the plan to be included with the 2015 budget process. 2016 thru 2019 will become part of the 2016 C.I.P process—2020 will be added and projects will again go through the review and approval process. EMS Central Station and Senior Resource Center will have $500,000 and $300,000 respectively set aside in a reserve with funding coming from the unassigned fund balance. sms

Certification:

I, Jill M. Lau , Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 29th day of July , 2014 by the Door County Board of Supervisors.

Jill M. Lau
County Clerk, Door County

Resolution No. 2014-70

CAPITAL IMPROVEMENTS PLAN 2015-2019

TO THE DOOR COUNTY BOARD OF SUPERVISORS:

WHEREAS, By adoption of Resolution 2007-38, the Door County Board of Supervisors approved the *Capital Improvements Plan, Policy and Procedures*; and

WHEREAS, The Finance Director crafted a *Capital Improvements Plan 2015-2019*, which was reviewed by the Finance Committee on July 14, 2014; and

WHEREAS, The *Capital Improvements Plan 2015-2019* is subject to review by the County Board.

NOW, THEREFORE, BE IT RESOLVED, By the Door County Board of Supervisors that the *Capital Improvements Plan 2015-2019* [which is incorporated herein by reference] is hereby approved.

BE IT FURTHER RESOLVED, That the *Capital Improvements Plan 2015-2019* is remanded to the Finance Committee for inclusion in the 2015 Budget.

Tax Levy:	$ 3,357,419
Long Term Financing	$ 2,708,500
To EMS Central Station Reserve from Unassigned Fund Balance	$ 500,000
To Senior Resource Ctr Reserve from Unassigned Fund Balance	$ 300,000

SUBMITTED BY: FINANCE COMMITTEE

David Lienau, Chairman

Mark Moeller

Charles Brann

Kathy Schultz

David Enigl

Leo Zipperer

Joel Gunnlaugsson

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Introduction

The Door County Capital Improvements Program (C.I.P.) analyzes the County's capital asset needs and identifies major projects that enhance and support the County's ability to provide the needed services. Capital improvement projects are different from programs adopted in the operating budget, often representing very large financial obligations that may span two or more fiscal years. It is important that they be properly planned, budgeted and tracked. Because of the unique nature of capital improvements, the processes for preparing, prioritizing and presenting them are different from the operating budget. Capital improvement projects require additional information such as geographic location, multi-year funding sources and impact on the operating budget. The ability to forecast capital needs is becoming more complex, precise and expensive. The C.I.P. is a schedule of major County projects contemplated to be undertaken during the next five years.

Objectives of the Capital Improvement Program

There are several objectives of the C.I.P.

1. A C.I.P. sets a realistic schedule of capital improvements that can be implemented within the limits of the County's financial resources.
2. It is a mechanism for departments to identify potential projects and provide justification for their need to the County Administrator. Projects can be evaluated from a long-term perspective rather than satisfying immediate need.
3. The plan also services as a conduit of information from the various departments to the County Board.
4. It is a comprehensive document that not only provides continuity in financial decisions but connects long term planning to the annual budget process for major projects.
5. The C.I.P will stabilize the tax levy over time and effectively match future expenditures with the capacity to pay for them in a given time frame.
6. Improving public awareness about future needs is another valuable objective of a C.I.P.

Capital Improvements Projects Defined

For the purposes of the C.I.P., a capital asset ***to be included*** in a C.I.P. is defined as:

1. an expenditure that is for a county department or operation;
2. generally non-recurring;
3. has a cost over **$50,000**;

4. has a service life of ***five* (5)** years or greater.

Goals and Expectations of the C.I.P.

The most important issue faced by the County is the maintenance of a balance between operational expenditures and capital expenditures. The County needs to protect its $149,217,600 investment in buildings, equipment, infrastructure and land improvements. In the past, capital projects would have been deferred to supplement the operating budget. There is recognition that the two portions of the budget, operating and capital, are of equal importance to the County. There are legitimate needs that will not be funded through the normal budget process. It is the purpose of the C.I.P. to develop a funding mechanism within the scope of the adopted Capital Improvements Plan Policy and Procedures for these needs.

Summary and Proposed Funding for 2015-2019 CIP

2015-2019
Summary of Projects and Costs
CIP (Table I)

Comparing the proposed 2015 CIP requests to 2014 adopted CIP, the total increase of projects for 2015 is 28% which equates to $5,757,334. $1,354,250 of the total proposed qualifies for long term financing. $3,357,419 is scheduled to come from tax levy since Door County, historically, has only borrowed for construction of new buildings and/or major renovation/remodeling of buildings. The tax levy projects increased by 32% or $808,679.

A total of $1,045,665 of other funds will be available to offset the total. The $290,000 to be applied to Highway is from coming from the Capital Improvements Fund balance for Highway projects that came in under budget in previous years. $250,000 is expected to come from a surplus in the County Roads and Bridges Fund. Federal funding amounts to $505,665.

Proposed Funding Finance Committee for 2015-2019, July 14, 2014
CIP (Table I)

The Finance Committee at its July 14, 2014 regular meeting, has recommended that $500,000 for the EMS Building Central Station and $300,000 for the Senior Resource Center Building be taken from the unassigned fund balance 100.33101 to be set aside in the reserve accounts 100.32148 and 100.32147 respectively. This removes the requested $500,000 for the EMS Building Central Station from the tax levy and the $1,200,000 for the Senior Resource Center Building from the Eligible for Long Term Financing for 2015. The Information Systems Upgrade for the Phone Switch and the Update of the Computer Platform $152,500 and $200,000 have been moved to 2016.

Proposed Funding by Departments and Oversight Committees for 2015-2019
CIP (Table I)

The 2015-2019 CIP has a total proposed project cost for all years of $28,833,972 with the recommendation by the departments and/or their oversight committees that 68% funding come from tax levy or taxpayer dollars. That portion of the projects that require tax levy and that qualify for LT financing, equals $23,795,542 for all years. For 2015, departments and/or oversight committees are recommending that 58% of project funding come from 2015 tax levy and 24% from borrowing. The total of proposed projects for 2015 is $5,757,334.

The Highway Committee removed the CTH M project from the 2015 proposed CIP—tax levy. This amounted to $551,892. Notification was received from the DC Parks Director that the John Miles Park Water Line Replacement costs would be $30,000 rather than the $75,000. This amount will be budgeted in non-capital outlay for 2015 since it no longer qualifies as a CIP project.

Note: If short-term is used for CIP, it just shifts the dollar amount from one area, above the line to below the line, incurs some issuance costs and is not a realized savings.

Review of Funding Per Adopted CIP Policy and Procedures Resolution 2007-38

Review of Funding Adopted CIP Policy and Procedures Resolution 2007-38 and Unassigned Fund Balance Policy Resolution 72-2003 has been included and excerpts from these policies follows the tables. These are county documents that allow for financing of projects and also safeguards the assets of the Door County taxpayers.

There are various components to funding of Capital Projects. These are cash, short term financing, long term financing, Federal and State grants and other. The following is a summary of each:

Cash – tax levy and/or use of unassigned fund balance (formerly undesignated fund balance).

Short term financing – short term notes (near cash financing) is considered an amortization period not to exceed 60 days. Said debt would be scheduled with a sale in December and payoff in February.

Long term financing – project with a cost more than $50,000 and a life expectancy of at least 15 years or greater.

Federal and State grants – departments are encouraged to seek grant funding for CIP projects whenever possible.

Other – Donated funds, reserved funds set aside for the specific project, unused CIP from previous years, etc.

Unassigned Fund Balance Policy Resolution 72-2003

The health of fund balance is critical to the county's fiscal health and protection of our Door County credit rating. Door County currently has a credit rating of AA3 which means that Door County's capacity to meet its financial commitment on an obligation is VERY STRONG. Bottom line, the rating agencies look at fund balance as the "cushion" needed to address the volatility of the services that the government provides. The following is what is contained within the adopted fund balance policy resolution 72-2003.

Policy Basis/Rationale

The Door County Board of Supervisors is charged with protecting the public interest. In this protective role, it is in the best interest of the Supervisors to have proper methods in place to safeguard the assets of Door County. Supervisors must use sound business logic in stabilizing the tax levy. The following items are considered critical for improving the financial stability of Door County:

A. Preventing the arbitrary application of unreserved, undesignated funds to offset the tax levies of various funds, the practice of which endangers the financial health of the county.

B. Maintaining the highest possible bond rating to reduce the cost of long-term borrowing to the taxpayers.

C. Providing sufficient cash flow for the operations of the County under all normal conditions and under most unusual conditions without having to go to the market for short-term borrowing.

D. The ability to earn interest on its funds in order to have direct reduction of property taxes.

To address these critical items, this policy shall determine an appropriate level of unreserved fund balances and retained earnings and shall prescribe maintenance of the levels in accordance with the changing operations of the County.

The **unreserved/unassigned fund balance** is the only portion that shall be used in the calculation.
The total expenditure budget from the required funds shall be used to calculate the working capital level required. An adopted base of twelve point zero percent **(12.0%)** of the total expenditure budgets of the required funds shall be set. **(The adopted base is the point which the County would never want to let the fund balance reserved for working capital go below.)** The total expenditure budget from these funds shall include all operating expenditures, debt service and outlay. The upper limit of fifteen point zero **(15.0%)** of total expenditure budgets of the required shall be set. **(The adopted upper limit is the point which the County would not want the fund balance reserved for working capital to go above. This would also be the point where any amount in excess of the upper limit would be a consideration for application to the tax levy.)**

CAPITAL PROJECT COST SUMMARY BY FUNDING SOURCE AND YEAR

This section contains the capital project costs summarized by funding for all five (5) years of the Capital Improvement Plan.

Table 1

Cost Summary by Funding Source and Year

FY 2015

Project No.	2015 Project Name	Eligible for Long Trm Financing	Eligible for Short Trm Financing	Federal	State	Levy	Other	TOTAL
Airport								
1-53-01	Pavement Reconstruction	-	-	-	-	50,000	-	50,000
Highway								
1-33-01	CTH B (City Limits-W. Dunn Road)	-	-	-	-	498,156		498,156
1-33-02	CTH F (Maple Grove Rd-CTH EE)	-	-	-	-	661,226	250,000	911,226
1-33-03	CTH D (Sandhill Road-CTH Y)	-	-	-	-	146,109	-	146,109
1-33-04	CTH B (W. Dunn Rd-Bluff Court)	-	-	505,665	-	126,416	-	632,081
1-33-05	CTH M (Hainesville Rd-Terminus)	-	-	-	-	~~551,892~~	~~-~~	~~551,892~~
1-33-06	CTH PD (STH 42/57-Terminus)	-	-	-	-	386,944	290,000	676,944
1-33-07	CTH TT (Canal Station-1 Mile Northwesterly)	-	-	-	-	~~188,812~~	-	~~188,812~~
1-33-08	CTH U (CTH OO-Salona Road)	-	-	-	-	292,218	-	292,218
1-33-09	CTH Y (STH 57-Swamp Road)	-	-	-	-	492,538	~~250,000~~	492,538
	CTY M Removed by Highway Committee 7/14/14	-	-	505,665	-	2,603,607	540,000	3,649,272
	CTY TT Removed Finance Committee 10-6-14 + DK Offset							
Emergency Services								
1-29-01	EMS Building--Central Station - 2 yr.	-	-	-	-	~~500,000~~	~~-~~	~~500,000~~
	Finance Committee--Set Aside $500,000 from Unassigned Fund Balance to the EMS Central Station Reserve a/c 100.32148							
Information Systems								
1-13-01	Upgrade Avaya Phone Switch	-	-	-	-	~~152,500~~	~~-~~	~~152,500~~
	Finance Committee--Moved Out to 2016							
1-13-02	Update Computer Platform in Door County	-	-	-	-	~~200,000~~	~~-~~	~~200,000~~
	Finance Committee--Moved Out to 2016 and 2017							
1-13-03	Connecting Public Safety Tower sites to	1,354,250	-	-	-	-	-	1,354,250
	DC Network via Dark Fiber links.		-	-	-	-	-	-
	3 year projected costs $2,708,500-see 2016, 2017					55,000		55,000
1-13-04	Public Safety Generators-Individual Towers					~~150,000~~		~~150,000~~
	Balance of Generators moved to 2016 by IS Dept.							
1-13-05	Migrate Brussels Site to Verizon Tower		-	-	-	300,000	-	300,000
		1,354,250	-	-	-	355,000	-	1,709,250
Parks						33,000		33,000
1-34-01	Cave Point Parking Addition--2 yr. Project	-	-	-	-	~~65,000~~	-	65,000
	Finance Committee moved $32,000 to 2016							
1-34-02	John Miles Park Water Line Replacement	-	-	-	-	~~75,000~~	-	~~75,000~~
	Project removed by Department	-	-	-	-	33,000	-	33,000
Sr Center/ADRC								
1-23-01	SR Ctr/ADRC Improvements	~~1,200,000~~	-	-	-	~~-~~	-	~~1,200,000~~
	Finance Committee--Set Aside $300,000 from Unassigned Fund Balance to the SRC Reserve a/c 100.32147							
	TOTAL	**1,354,250**	**-**	**505,665**	**-**	**3,041,607**	**540,000**	**5,441,522**
	2014 Adopted CIP	-	-	*741,500*	*543,337*	*2,548,740*	*650,000*	*4,483,577*
	2015 Over (Under) 2014 Adopted	**1,354,250**	**-**	**(235,835)**	**(543,337)**	**492,867**	**(110,000)**	**957,945**
	% Increase 2015 over 2014	100%	0%	-32%	-100%	19%	-17%	21%

Table 2
Cost Summary by Funding Source and Year
FY 2016

Project No.	2016 Project Name	Eligible for Long Trm Financing	Eligible for Short Trm Financing	Federal	State	Levy	Other	TOTAL
Airport								
1-53-01	Pavement Reconstruction	-	-	-	-	50,000	-	50,000
Highway								
1-33-10	CTH U (Salona Road-City Limits)	-	-	-	-	953,952	-	953,952
1-33-11	CTH T (W of S. Brauer Rd-Glidden Lodge)	-	-	-	-	1,197,182	-	1,197,182
1-33-12	CTH O (CTH J-Geir Road)	-	-	-	-	521,794	-	521,794
1-33-13	CTH Q (STH 57-Birch Road)	-	-	-	-	567,990	-	567,990
1-33-14	CTH C (STH 42/57-Elm Street)	-	-	2,113,807	-	204,193	-	2,318,000
1-33-15	CTH HH (CTH BB-Dunn Road)	-	-	-	125,000	331,283	-	456,283
		-	-	2,113,807	125,000	3,776,394	-	6,015,201
Emergency Services								
1-29-01	EMS Building -- Central Station - 2 yr.	-	-	-	-	500,000	-	500,000
Information Systems								
1-13-03	Connecting Public Safety Tower sites to DC	812,550	-	-	-	-	-	812,550
	Network via Dark Fiber links 2nd of 3 yr proj.		-	-	-	-	-	-
1-13-04	Public Safety Generators-Individual Towers					95,000		95,000
	Balance of Generators moved to 2016 by IS Dept.							
1-13-01	Upgrade Avaya Phone Switch					152,500		152,500
	Finance Committee--Moved Out to 2016							
1-13-02	Update Computer Platform Door Co.-1st yr.		-	-	-	200,000	-	200,000
	Finance Committee--Moved Out to 2016 and 2017	812,550	-	-	-	447,500	-	1,260,050
Parks								
1-34-01	Cave Point Parking Addition-2nd year	-	-	-	-	~~70,000~~	-	~~70,000~~
	Finance Committee moved $32,000 to 2016.					102,000		102,000
Sr Center/ADRC								
1-23-01	SR Ctr/ADRC Improvements-2nd year	1,200,000	-	-	-	-	-	1,200,000
	TOTAL	2,012,550	-	2,113,807	125,000	4,875,894	-	9,127,251

Table 3

Cost Summary by Funding Source and Year

FY 2017

Project No.	2017 Project Name	Eligible for Long Trm Financing	Eligible for Short Trm Financing	Federal	State	Levy	Other	TOTAL
Airport								
1-53-01	Pavement Reconstruction	-	-	-	-	50,000	-	50,000
Highway								
1-33-16	CTH D (.5 mi. S. Curve Rd-CTH J)	-	-	-	-	432,129	-	432,129
1-33-17	CTH B (Bluff Court-White Cedar Road)	-	-	-	-	359,695	-	359,695
1-33-18	CTH B (White Cedar Road-CTH G)	-	-	-	-	306,344	-	306,344
1-33-19	CTH HH (Dunn Rd-Old CTH OR)	-	-	-	-	359,262	-	359,262
1-33-20	CTH ZZ (STH 42-Sumac Lane)					563,603	-	563,603
1-33-21	CTH K (CTH N-CTH C)				125,000	395,253	-	520,253
1-33-22	CTH Q (Birch Rd-STH 57)					760,024	-	760,024
1-33-23	CTH Q (West N. Dane St.-STH 57)					305,117	-	305,117
					125,000	3,481,427	-	3,606,427
Information Systems								
1-13-03	Connecting Public Safety Tower sites to	541,700	-	-	-	-	-	541,700
	DC Network via Dark Fiber links-3rd year.		-	-	-	-	-	-
1-13-02	Update Computer Platform Door Co.-2nd yr.		-	-	-	200,000	-	200,000
	Finance Committee--Moved Out to 2016 and 2017	541,700	-	-	-	200,000	-	741,700
Library								
1-13-01	Replace Roof 107 S. 4th Avenue	-	-	-	-	41,000	41,000	82,000
	TOTAL	541,700	-	-	125,000	3,772,427	41,000	4,480,127

Table 4

Cost Summary by Funding Source and Year

FY 2018

Project No.	2018 Project Name	Eligible for Long Trm Financing	Eligible for Short Trm Financing	Federal	State	Levy	Other	TOTAL
Highway								
1-33-24	CTH N (CTH DK-Termini)	-	-	-	125,000	546,722	-	671,722
1-33-25	CTH A (CTH V-CTH E)	-	-	-	-	1,640,697	-	1,640,697
1-33-26	CTH T (STH 57-Nelson Lane)	-	-	-	.	380,642	-	380,642
1-33-27	CTH G (STH 42-STH 42 (Egg Harbor)	-	-	-	-	955,943	-	955,943
1-33-28	CTH O (Geir Road -CTH H)	-	-	-	-	447,815	-	447,815
					125,000	3,971,819	-	4,096,819
	TOTAL	-	-	-	125,000	3,971,819	-	4,096,819

Table 5

Cost Summary by Funding Source and Year

FY 2019

Project No.	2017 Project Name	Eligible for Long Trm Financing	Eligible for Short Trm Financing	Federal	State	Levy	Other	TOTAL
Highway								
1-33-29	CTH J (CTH XC-CTH O)	-	-	-	-	1,143,668	-	1,143,668
1-33-30	CTH A (CTH E-STH 42)	-	-	1,462,958	-	487,653	-	1,950,611
1-33-31	CTH C (Stevenson Pier-CTH PD)	-	-	-	.	1,430,049	-	1,430,049
1-33-32	CTH SB (May Road-CTH M)	-	-	-	-	256,575	-	256,575
1-33-33	CTH X (CTH XC-STH 42)	-	-	-	-	718,538	-	718,538
		-	-	1,462,958	-	4,036,483	-	5,499,441
	TOTAL	-	-	1,462,958	-	4,036,483	-	5,499,441

Table 6

Capital Project Cost Summary by Year

Project No.	Project Name	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	PROJECT TOTAL
Airport							
1-53-01	Pavement Reconstruction	50,000	50,000	50,000	-	-	150,000
Highway							
1-33-01	CTH B (City Limits-W. Dunn Road)	498,156	-	-	-	-	498,156
1-33-02	CTH F (Maple Grove Rd-CTH EE)	911,226	-	-	-	-	911,226
1-33-03	CTH D (Sandhill Road-CTH Y)	146,109	-	-	-	-	146,109
1-33-04	CTH B (W. Dunn Rd-Bluff Court)	632,081	-	-	-	-	632,081
1-33-05	CTH M (Hainesville Rd-Terminus)	~~551,892~~	-	-	-	-	~~551,892~~
1-33-06	CTH PD (STH 42/57-Terminus)	676,944	-	-	-	-	676,944
1-33-07	CTH TT (Canal Station-1 Mile Northwesterly)	~~188,812~~	-	-	-	-	~~188,812~~
1-33-08	CTH U (CTH OO-Salona Road)	292,218	-	-	-	-	292,218
1-33-09	CTH Y (STH 57-Swamp Road)	492,538	-	-	-	-	492,538
1-33-10	CTH U (Salona Road-City Limits)	-	953,952	-	-	-	953,952
1-33-11	CTH T (W of S. Brauer Rd-Glidden Lodge)	-	1,197,182	-	-	-	1,197,182
1-33-12	CTH O (CTH J-Geir Road)	-	521,794	-	-	-	521,794
1-33-13	CTH Q (STH 57-Birch Road)	-	567,990	-	-	-	567,990
1-33-14	CTH C (STH 42/57-Elm Street)	-	2,318,000	-	-	-	2,318,000
1-33-15	CTH HH (CTH BB-Dunn Road)	-	456,283	-	-	-	456,283
1-33-16	CTH D (.5 mi. S. Curve Rd-CTH J)	-	-	432,129	-	-	432,129
1-33-17	CTH B (Bluff Court-White Cedar Road)	-	-	359,695	-	-	359,695
1-33-18	CTH B (White Cedar Road-CTH G)	-	-	306,344	-	-	306,344
1-33-19	CTH HH (Dunn Road-Old CTH OR)	-	-	359,262	-	-	359,262
1-33-20	CTH ZZ (STH 42-Sumac Lane)	-	-	563,603	-	-	563,603
1-33-21	CTH K (CTH N-CTH C)	-	-	520,253	-	-	520,253
1-33-22	CTH Q (Birch Rd-STH 57)	-	-	760,024	-	-	760,024
1-33-23	CTH Q (West N. Dane St.-STH 57)	-	-	305,117	-	-	305,117
1-33-24	CTH N (CTH DK-Termini)	-	-	-	671,722	-	671,722
1-33-25	CTH A (CTH V-CTH E)	-	-	-	1,640,697	-	1,640,697
1-33-26	CTH T (STH 57-Nelson Lane)	-	-	-	380,642	-	380,642

Table 6

Capital Project Cost Summary by Year

Project No.	Project Name	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	PROJECT TOTAL
1-33-27	CTH G (STH 42-STH 42 (Egg Harbor)	-	-	-	955,943	-	955,943
1-33-28	CTH O (Geir Road -CTH H)	-	-	-	447,815	-	447,815
1-33-29	CTH J (CTH XC-CTH O)	-	-	-	-	1,143,668	1,143,668
1-33-30	CTH A (CTH E-STH 42)	-	-	-	-	1,950,611	1,950,611
1-33-31	CTH C (Stevenson Pier-CTH PD)	-	-	-	-	1,430,049	1,430,049
1-33-32	CTH SB (May Road-CTH M)	-	-	-	-	256,575	256,575
1-33-33	CTH X (CTH XC-STH 42)	-	-	-	-	718,538	718,538
		3,649,272	6,015,201	3,606,427	4,096,819	5,499,441	22,867,160
Emergency Services							
1-29-01	EMS Building--Central Station	~~500,000~~	500,000	-	-	-	500,000
	Finance Committee--Set Aside $500,000 from Unassigned Fund Balance to the EMS Central Station Reserve a/c 100.32148 for 2015						
Information Systems							
1-13-01	Upgrade Avaya Phone Switch	-	152,500	-	-	-	152,500
1-13-02	Update Computer Platform in Door County	-	200,000	200,000	-	-	400,000
	Finance Committee--Moved Out to 2016 and 2017						
1-13-03	Connecting Public Safety Tower sites to	1,354,250	812,550	541,700	-	-	2,708,500
	DC Network via Dark Fiber links.						
	3 year projected costs $2,708,500-see 2016, 2017	55,000					
1-13-04	Public Safety Generators-Individual Towers	~~150,000~~	95,000	-	-	-	150,000
	Balance of Generators moved to 2016 by IS Dept.						
1-13-05	Migrate Brussels Site to Verizon Tower	300,000	-	-	-	-	300,000
		1,709,250	1,260,050	741,700	-	-	3,711,000
Library							
1-13-01	Replace Roof 107 S. 4th Avenue	-	-	82,000	-	-	82,000
Parks		33,000	102,000				
1-34-01	Cave Point Parking Addition 2 yr Project	~~65,000~~	~~70,000~~	-	-	-	135,000
	Finance Committee--Reduced project w/part moved to 2016						
1-34-02	John Miles Park Water Line Replacement	~~75,000~~	-	-	-	-	~~75,000~~
	Project removed by Department	33,000	102,000	-	-	-	135,000

Table 6

Capital Project Cost Summary by Year

Project No.	Project Name	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	PROJECT TOTAL
Sr Center/ADRC							
1-23-01	SR Center/ ADRC	~~1,200,000~~	1,200,000	-	-	-	1,200,000
	Finance Committee--Set Aside $300,000 from Unassigned Fund Balance to the SRC Reserve a/c 100.32147 for 2015						
	TOTAL	**5,441,522**	**9,127,251**	**4,480,127**	**4,096,819**	**5,499,441**	**28,645,160**

CAPITAL PROJECT COST SUMMARY -- ALL YEARS LISTED

This section contains the capital project costs summarized by year for all five (5) years of the Capital Improvement Plan. The last page of this summary also gives a snapshot short summary by funding source.

Table 7

Capital Project Cost Summary by Funding Source

All Years

Project No.	Project Name	Eligible for Long Trm Financing	Eligible for Short Trm Financing	Federal	State	Levy	Other/ Undesig.	TOTAL COST
Airport								
1-53-01	Pavement Project	-	-	-	-	150,000	-	150,000
								-
Highway								
1-33-01	CTH B (City Limits-W. Dunn Road)					498,156	-	498,156
1-33-02	CTH F (Maple Grove Rd-CTH EE)					661,226	250,000	911,226
1-33-03	CTH D (Sandhill Road-CTH Y)					146,109	-	146,109
1-33-04	CTH B (W. Dunn Rd-Bluff Court)			505,665		126,416	-	632,081
1-33-05	CTH M (Hainesville Rd-Terminus)					~~551,892~~	~~-~~	~~551,892~~
1-33-06	CTH PD (STH 42/57-Terminus)					386,944	290,000	676,944
1-33-07	CTH TT (Canal Station-1 Mile Northwesterly)					~~188,812~~	-	~~188,812~~
1-33-08	CTH U (CTH OO-Salona Road)					292,218	-	292,218
1-33-09	CTH Y (STH 57-Swamp Road)					492,538	~~250,000~~	492,538
1-33-10	CTH U (Salona Road-City Limits)					953,952	-	953,952
1-33-11	CTH T (W of S. Brauer Rd-Glidden Lodge)					1,197,182	-	1,197,182
1-33-12	CTH O (CTH J-Geir Road)					521,794	-	521,794
1-33-13	CTH Q (STH 57-Birch Road)					567,990	-	567,990
1-33-14	CTH C (STH 42/57-Elm Street)			2,113,807		204,193	-	2,318,000
1-33-15	CTH HH (CTH BB-Dunn Road)				125,000	331,283	-	456,283
1-33-16	CTH D (.5 mi. S. Curve Rd-CTH J)					432,129	-	432,129
1-33-17	CTH B (Bluff Court-White Cedar Road)					359,695	-	359,695
1-33-18	CTH B (White Cedar Road-CTH G)					306,344	-	306,344
1-33-19	CTH HH (Dunn Road-Old CTH OR)					359,262	-	359,262
1-33-20	CTH ZZ (STH 42-Sumac Lane)					563,603	-	563,603
1-33-21	CTH K (CTH N-CTH C)				125,000	395,253	-	520,253
1-33-22	CTH Q (Birch Rd-STH 57)					760,024	-	760,024
1-33-23	CTH Q (West N. Dane St.-STH 57)					305,117	-	305,117
1-33-24	CTH N (CTH DK-Termini)				125,000	546,722	-	671,722
1-33-25	CTH A (CTH V-CTH E)					1,640,697	-	1,640,697
1-33-26	CTH T (STH 57-Nelson Lane)					380,642	-	380,642

Table 7

Capital Project Cost Summary by Funding Source

All Years

Project No.	Project Name	Eligible for Long Trm Financing	Eligible for Short Trm Financing	Federal	State	Levy	Other/ Undesig.	TOTAL COST
1-33-27	CTH G (STH 42-STH 42 (Egg Harbor)					955,943	-	955,943
1-33-28	CTH O (Geir Road -CTH H)					447,815	-	447,815
1-33-29	CTH J (CTH XC-CTH O)					1,143,668	-	1,143,668
1-33-30	CTH A (CTH E-STH 42)			1,462,958		487,653	-	1,950,611
1-33-31	CTH C (Stevenson Pier-CTH PD)					1,430,049	-	1,430,049
1-33-32	CTH SB (May Road-CTH M)					256,575	-	256,575
1-33-33	CTH X (CTH XC-STH 42)					718,538	-	718,538
	CTY M Removed by Highway Committee 7/14/14	-	-	4,082,430	375,000	17,869,730	540,000	22,867,160
Emergency Services								
1-29-01	EMS Building--Central Station	-	-	-	-	500,000	-	500,000
	Finance Committee--Set Aside $500,000 from Unassigned Fund Balance to the EMS Central Station Reserve a/c 100.32148 for 2015							
Information Systems								
1-13-01	Upgrade Avaya Phone Switch	-	-	-	-	152,500	-	152,500
	Finance Committee--Moved Out to 2016							
1-13-02	Update Computer Platform in Door County	-	-	-	-	400,000	-	400,000
	Finance Committee--Moved Out to 2016 and 2017						-	-
1-13-03	Connecting Public Safety Tower sites to	2,708,500	-	-	-	-	-	2,708,500
	DC Network via Dark Fiber links.						-	-
	3 year projected costs $2,708,500-see 2016, 2017						-	-
1-13-04	Public Safety Generators-Individual Towers	-	-	-	-	150,000	-	150,000
	Balance of Generators moved to 2016 by IS Dept.							
1-13-05	Migrate Brussels Site to Verizon Tower	-	-	-	-	300,000	-	300,000
		2,708,500	-	-	-	1,002,500	-	3,711,000
Library								
1-13-01	Replace Roof 107 S. 4th Avenue	-	-	-	-	41,000	41,000	82,000
Parks								
1-34-01	Cave Point Parking Addition 2 yr Project	-	-	-	-	135,000	-	135,000
	Finance Committee moved $32,000 to 2016							

Table 7

Capital Project Cost Summary by Funding Source

All Years

Project No.	*Project Name*	*Eligible for Long Trm Financing*	*Eligible for Short Trm Financing*	*Federal*	*State*	*Levy*	*Other/ Undesig.*	*TOTAL COST*
1-34-02	John Miles Park Water Line Replacement	-	-	-	-	~~75,000~~	-	~~75,000~~
	Project removed by Department	-	-	-	-	135,000	-	135,000
Sr Center/ADRC								
1-23-01	SR Center/ ADRC	1,200,000	-	-	-	-	-	1,200,000
	Finance Committee--Set Aside $300,000 from Unassigned Fund Balance to the SRC Reserve a/c 100.32147 for 2015							
	TOTAL	**3,908,500**	**-**	**4,082,430**	**375,000**	**19,698,230**	**581,000**	**28,645,160**

Table 8

General Funding Summary by Year and Source

Source of Funds	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Long Term Financing Eligible	1,354,250	2,012,550	541,700	-	-	3,908,500
Short Term Borrowing Eligible	-	-	-	-	-	-
Federal Revenues	505,665	2,113,807	-	-	1,462,958	4,082,430
State Revenues	-	125,000	125,000	125,000	-	375,000
Tax Levy	3,041,607	4,875,894	3,772,427	3,971,819	4,036,483	19,698,230
Other Revenue-CIP Excess	290,000	-	-	-	-	290,000
Other Revenue-Co Rds & Bridges	250,000	-	-	-	-	250,000
Other Revenue-City Share	-	-	41,000	-	-	41,000
Jurrisdictional Transfer Fund	-	-	-	-	-	-
Total Summary by Funding	**5,441,522**	**9,127,251**	**4,480,127**	**4,096,819**	**5,499,441**	**28,645,160**

DEBT MANAGEMENT PARAMETERS

This section contains the parameters adopted within the Capital Improvements Plan Policies and Procedures Adopted by the County Board, May 22, 2007, Resolution 207-38. Methodology utilized is equalized value as the base.

Table 9

Debt Management Parameters

Maximum Use of County Debt Capacity

Projected Equalized Value Using 2014 equalized levy Decrease	5% of Equalized Value Per State Statute	15% of Available Capacity - County C.I.P. Policy
$ 6,917,736,500	$ 345,886,825	$ 51,883,024

Maximum Debt Rate

Projected Equalized Value	.80 Cents Per $1,000 Maximum Debt Rate in Dollars
$ 6,917,736,500	$ 5,534,189

Maximum % of Total Expenditures for Debt Service

Projected General Fund Budgeted Expenditures for 2014	Debt Service Cannot Exceed a Maximum of 25% of Budgeted GF Expenditures
$ 26,714,468	$ 6,678,617

2013 Debt Service

Scheduled Debt Service 2014 Budget	Debt Service Total Includes Crossover Refunding (3-2012)
$ 2,275,275	$ 14,695,000

PROJECT REPORTS

This section contains individual project descriptions, project justifications, costs, sources of funds, and operating impacts by year.

DOOR COUNTY
CAPITAL IMPROVEMENT PROJECT (CIP) FORM 2015-2019

Department: **Airport** Submitted By: **Keith Kasbohm**

Project Name: **Reconstruct East/West Runway** Date: **May 22 2014**

Priority: Urgent/Necessary/Growth-Related (circle one)

Description (summarized--detailed project plan, location, and justification to be attached):
Project will consist of pulverizing blacktop, grading and putting down 3 - 4 inches of new blacktop. New wiring, edge lighting and approach lighting may also be installed. Also Taxilane removal, Tree Clearing, & Culvert Repair.

Location (summarized--detailed project plan, location, and justification to be attached):
Cherryland Airport

Justification (summarized--detailed project plan, location, and justification to be attached):
The East/West Runway is 30yrs old. The Bureau of Aeronautics is supporting this project. Project is anticipated to befunded 95% State & Fed, 5% County. Project is currently scheduled for 2015.

Expenditures (in thousands) **Provide $ amounts for all years if applicable.**	***Budget 2015***	***Proposed 2016***	***Proposed 2017***	***Proposed 2018***	***Proposed 2019***
Building Construction/Remodeling/Purchase	-	50,000	50,000	-	-
Road Construction/Maintenance	50,000	-	-	-	-
Equipment Purchase	-	-	-	-	-
TOTAL	**50,000**	**50,000**	**50,000**	-	-

(Note: The oversight committee is to recommend the funding source before moving the C.I.P. forward.)

Funding Source (in thousands) **Provide $ amounts for all years if applicable.**	***Budget 2015***	***Proposed 2016***	***Proposed 2017***	***Proposed 2018***	***Proposed 2019***
Long Term Financing (15 years to 25 years)	-	-	-	-	-
Short Term Financing (60 days)	-	-	-	-	-
Federal/State Aids (describe)		-	-	-	-
Tax Levy	50,000	50,000	50,000	-	-
Other (prior year carryover)	100,000	-	50,000	-	-
TOTAL	**150,000**	**50,000**	**100,000**	-	-

(all columns are formatted--just enter the amounts with no decimals)

CAPITAL IMPROVEMENT PROJECT (CIP) FORM 2015-2019

Department: **Highway Department** **John Kolodziej**

Project Name: **County Highway Construction Program** **7/14/2014**

Priority: Urgent/Necessary/Growth-Related (circle one)

Description	This Program identifies the required construction projects based upon a needs analysis to maintain the current level of service of the County Highway's. The program should average 17.4 miles of roadway resurfacing each year based upon the design standards and life expectancy of the Hot Mix Asphalt roadway system.
Location	Various sites, see attached sheets.
Justification	The work is necessary to maintain the investment that the County has in its roadway system.

Expenditures (in thousands) **Provide $ amounts for all years if applicable.**	Proposed 2015	Proposed 2016	Proposed 2017	Proposed 2018	Proposed 2019
Building Construction/Remodeling/Purchase	-	-	-	-	-
Road Construction/Maintenance	3,838,083	6,015,201	3,606,427	4,096,819	5,499,440
Equipment Purchase	-	-	-	-	-
TOTAL	3,838,083	6,015,201	3,606,427	4,096,819	5,499,440

(Note: The oversight committee is to recommend the funding source before moving the C.I.P. forward.)

Funding Source (in thousands) **Provide $ amounts for all years if applicable.**	Proposed 2015	Proposed 2016	Proposed 2017	Proposed 2018	Proposed 2019
Long Term Financing (15 years to 25 years)	-	-	-	-	-
Short Term Financing (60 days)	$0	$0	$0	$0	$0
Federal/State Aids (describe)	505,665	$2,238,807	$125,000	$125,000	$1,462,958
Tax Levy	$2,792,418	$3,776,394	$3,481,427	$3,971,819	$4,036,482
Other Funds	$540,000	-	-	-	-
TOTAL	3,838,083	6,015,201	3,606,427	4,096,819	5,499,440

Door County Highway Department 2015 Proposed CIP Program

7/15/2014 11:56

Road	From	To	Paser Rating	Length (miles)	Width	Work performed	Total Cost	Cost per Mile	County Levy or DK Fund	Other Funding
Paving Projects										
CTH B	City Limits	W. Dunn Road	6	2.82	28	Wedge and Overlay 2.25" Total	$498,156	$176,651	$498,156	$0
CTH U	CTH OO	Salona Road	5	1.5	22	Milling, 2 lifts @ 1 3/4" and 1 1/2" Compacted	$292,218	$194,812	$292,218	$0
CTH B	W. Dunn Road	Bluff Court	6	3	28	Wedge and Overlay 2.25" Total	$632,081	$210,694	$126,416	$505,665
CTH D	Sandhill Road	CTH Y	5	0.75	22	Pulverize, 2 lifts @ 1 3/4" and 1 1/2" Compacted	$146,109	$194,812	$146,109	$0
CTH Y	STH 57	Swamp Road	5	2.25	22	Pulverize, 2 lifts @ 2" and 1 3/4" Compacted	$492,538	$218,906	$492,538	$0
CTH PD	STH 42/57	Terminus	5	2.85	28	Pulverize, 2 lifts @ 1 3/4" and 1 1/2" Compacted	$676,944	$237,524	$676,944	$0
CTH F	Maple Grove Road	CTH EE	5	3.7	28	Pulverize, 2 lifts @ 1 3/4" and 1 1/2" Compacted	$911,226	$246,277	$911,226	$0
CTH TT	Canal Station	1 mile Northwesterly	4	1	22	Pulverize, 2 lifts @ 1 3/4" and 1 1/2" Compacted	$188,812	$188,812	$188,812	$0
		Sub-Total		**17.87**						
		Paving Totals		**17.87**						
							$3,838,083		$3,332,418	$505,665
Potential Projects										
Clay Banks Road	Jurisdictional Transfer with City to CTH U			1.35	30	Mill, Widen, 2 lifts @ 2" and 2" Compacted	$420,486	$311,471	$12,086	$408,400

Revised Budget Amount including total LRIP $3,838,083

Revenue

County Road Const. Fed Aid	$505,665
Tax Levy	$2,792,418
Short Term Borrowing	$0
Prior Years Savings in CIP	$290,000
Fund 205 Surplus	$250,000
Revenue budgeted from LRIP	$0
Total Budgeted	$3,838,083
Total Est. Cost	$3,838,083

CHI Funding	$0
Federal STP Funding	$505,665
CHI-D Funding Available	$0
Sub-Total	$505,665

Note 1: All County roadway projects are calculated at 22 foot of width, unless noted

Door County Highway Department 2016 Proposed CIP Program

6/17/2014 13:19

Road	From	To	Paser Rating	Length (miles)	Width	Work performed	Total Cost	County Levy or DK Fund	Other Funding
Paving Projects									
CTH U	Salona Road	City Limits	5	3.8	24	Mill, Pave with 4" HMA	$953,952	$953,952	$0
CTH T	West of S. Brauer Road	Glidden Lodge	5	5.7	22	Pulverize, 2 lifts @ 1 3/4" and 1 1/2" Compacted	$1,197,182	$1,197,182	$0
CTH O	CTH J	Geir Road	6	2.5	22	Mill, Pave with 3.5" HMA	$521,794	$521,794	$0
CTH Q	STH 57	Birch Road	8	4.5	24	Wedge and 1 1/4" overlay	$567,990	$567,990	$0
CTH C	STH 42/57	Elm Street	5	1	24	Urban Reconstruction	$2,318,000	$204,193	$2,113,807
CTH HH	CTH BB	Dunn Road	5	2.25	22	Pulverize, 2 lifts @ 1 3/4" and 1 1/2" Compacted	$456,283	$331,283	$125,000
		Sub-Total		**19.75**					
		Paving Totals		**19.75**					
							$6,015,201	$3,776,394	$2,238,807

Revenue

County Road Const. Fed Aid	$2,113,807
Tax Levy	$3,776,394
Short Term Borrowing	$0
Jurisdictional Trans Fund for Other Roads	$0
Jurisdictional Trans Fund CTH DK	$0
Revenue budgeted from LRIP	$125,000
Total Budgeted	$6,015,201
Total Est. Cost	$6,015,201

Revised Budget Amount including total LRIP $6,015,201

Federal and City of Sturgeon Bay Funding	$2,113,807
Federal STP Funding	$0
CHI-D or CHI Funding Available	$0
Sub-Total	$2,113,807

Note 1: All County roadway projects are calculated at 22 foot of width, unless noted

Door County Highway Department 2017 Proposed CIP Program

7/15/2014 9:28

Road	From	To	Paser Rating	Length (miles)	Width	Work performed	Total Cost	County Levy or DK Fund	Other Funding
Paving Projects									
CTH D	0.5 mi. S. Curve Road	CTH J	5	2	22	Pulverize, 2 lifts @ 1 3/4" and 1 1/2" Compacted	$432,129	$432,129	$0
CTH B	Bluff Court	White Cedar Road	8	2.5	28	Wedge and 1 1/4" overlay	$359,695	$359,695	$0
CTH B	White Cedar Road	CTH G	8	2.1	28	Wedge and 1 1/4" overlay	$306,344	$306,344	$0
CTH HH	Dunn Road	Old CTH OR	6	1.75	22	Mill, Pave with 3.5" HMA	$359,262	$359,262	$0
CTH ZZ	STH 42	Sumac Lane	6	2	28	Pulverize, 2 lifts @ 2" and 1 1/2", width varies	$563,603	$563,603	$0
CTH K	CTH N	CTH C	6	2.5	22	Pulverize, 2 lifts @ 1 3/4" and 1 1/2" Compacted	$520,253	$395,253	$125,000
CTH Q	Birch Road	STH 57	8	5.21	28	Wedge and 1 1/4" overlay	$760,024	$760,024	$0
CTH Q	West N. Dane Street	STH 57	6	1.71	28	Widen to 28 feet	$305,117	$305,117	$0
		Sub-Total		**19.77**					
		Paving Totals		**19.77**			$3,606,427	$3,481,427	$125,000

Revised Budget Amount including total LRIP $3,606,427

Revenue

County Road Const. Fed Aid	$0
Tax Levy	$3,481,427
Short Term Borrowing	$0
Jurisdictional Trans Fund for Other Roads	$0
Jurisdictional Trans Fund CTH DK	$0
Revenue budgeted from LRIP	$125,000
Total Budgeted	$3,606,427
Total Est. Cost	$3,606,427

CHI - Funding Available	125000
Federal STP Funding	$0
CHI-D Funding Available	$0
Sub-Total	$0

Note 1: All County roadway projects are calculated at 22 foot of width, unless noted

Door County Highway Department 2018 Proposed CIP Program

6/17/2014 13:19

Road	From	To	Paser Rating	Length (miles)	Width	Work performed	Total Cost	County Levy or DK Fund	Other Funding
Paving Projects									
CTH N	CTH DK	Termini	6	3	22	Pulverize, 2 lifts @ 1 3/4" and 1 1/2" Compacted	$671,722	$546,722	$125,000
CTH A	CTH V	CTH E	6	5.25	28	Pulverize, 2 lifts @ 1 3/4" and 1 1/2" Compacted	$1,640,697	$1,640,697	$0
CTH T	STH 57	Nelson Lane	6	1.7	22	Pulverize, 2 lifts @ 1 3/4" and 1 1/2" Compacted	$380,642	$380,642	$0
CTH G	STH 42	STH 42 (Egg Harbor)	7	6.3	28	Wedge and 1 1/4" overlay	$955,943	$955,943	$0
CTH O	Geir Road	CTH H	6	2	22	Pulverize, 2 lifts @ 1 3/4" and 1 1/2" Compacted	$447,815	$447,815	$0
		Sub-Total		**18.25**					
		Paving Totals		**18.25**					
							$4,096,819	$3,971,819	$125,000

Revised Budget Amount including total LRIP $4,096,819

Revenue

County Road Const. Fed Aid	$0
Tax Levy	$3,971,819
Short Term Borrowing	$0
Jurisdictional Trans Fund for Other Roads	$0
Jurisdictional Trans Fund CTH DK	$0
Revenue budgeted from LRIP	$125,000
Total Budgeted	$4,096,819
Total Est. Cost	$4,096,819

CHI - Funding Available	125000
Federal STP Funding	$0
CHI-D Funding Available	$0
Sub-Total	$125,000

Note 1: All County roadway projects are calculated at 22 foot of width, unless noted

Door County Highway Department 2019 Proposed CIP Program

6/17/2014 13:19

Road	From	To	Paser Rating	Length (miles)	Width	Work performed	Total Cost	County Levy or DK Fund	Other Funding
Paving Projects									
CTH J	CTH XC	CTH O	6	5	22	Pulv. Or Mill, 2 lifts @ 1 3/4" and 1 1/2" Compacted	$1,143,668	$1,143,668	$0
CTH A	CTH E	STH 42	6	5.9	28	Pulverize, 2 lifts @ 1 3/4" and 1 1/2" Compacted	$1,950,610	$487,653	$1,462,958
CTH C	Stevenson Pier	CTH PD	6	6.2	28	Mill, Overlay 3.0 inch total, paved shoulders	$1,430,049	$1,430,049	$0
CTH SB	May Road	CTH M	7	2	22	Wedge and 1 1/4" overlay	$256,575	$256,575	$0
CTH X	CTH XC	STH 42	7	4.5	28	Wedge and 1 1/4" overlay	$718,538	$718,538	$0
		Sub-Total		**23.6**					
		Paving Totals		**23.6**					
							$5,499,440	$4,036,482	$1,462,958

Revenue

County Road Const. Fed Aid	$1,462,958
Tax Levy	$4,036,482
Short Term Borrowing	$0
Jurisdictional Trans Fund for Other Roads	$0
Jurisdictional Trans Fund CTH DK	$0
Revenue budgeted from LRIP	$0
Total Budgeted	$5,499,440
Total Est. Cost	$5,499,440

Revised Budget Amount including total LRIP $5,499,440

CHI - Funding Available	0
Federal STP Funding	$1,462,958
CHI-D Funding Available	$0
Sub-Total	$1,462,958

Note 1: All County roadway projects are calculated at 22 foot of width, unless noted

Proposed Programming of Expenditures for the CTH DK Jurisdictional Transfer Fund	Estimate Expense	Estimated Revenue	JT Fund Estimated Balance
Balance 12/31/2009			$4,878,477
Funding used to balance 2010 Budget	$250,000		$4,628,477
Projects proposed in 2010			
CTH DK Resurfacing - South County Line to CTH Y	$863,446		$3,765,031
Engineer, Land Acquisition CTH Y (Duvall Road)	$80,000		$3,685,031
Estimated Revenue - 2010		$45,000	$3,730,031
Proposed Hot Mix Plant Upgrades	$727,000		$3,003,031
Estimated Balance 12/31/2010			$3,003,031
Projects proposed in 2011			
CTH DK Resurfacing - CTH Y to CTH C	$922,748		$2,080,283
CTH Y (Duvall Road Upgrade)	$319,475		$1,760,808
Jurisdictional Transfer Fund for Other Roads	$200,000		$1,560,808
Estimated Revenue-2011		$26,000	$1,586,808
Estimated Balance 12/31/2011			$1,586,808
Projects proposed in 2012			
CTH DK Resurfacing - Cemetery Road to S. Shop	$473,650		$1,113,158
Jurisdictional Transfer Fund for Other Roads	$600,000		$513,158
Estimated Revenue-2012		$14,000	$527,158
Estimated Balance 12/31/2012			$513,158
Projects proposed in 2013			
Jurisdictional Transfer Fund for Other Roads	$0		$513,158
Estimated Revenue-2013		$6,000	$519,158
Estimated Balance 12/31/2013			$519,158
Projects proposed in 2014			
Jurisdictional Transfer Fund for Other Roads	$350,000		$169,158
Estimated Revenue-2014		$5,000	$174,158
Estimated Balance 12/31/2014			$174,158
Projects proposed in 2015			
Jurisdictional Transfer Fund for Other Roads	$174,000		$158
Estimated Revenue-2015		$1,000	$1,158
Estimated Balance 12/31/2015			$1,158

DOOR COUNTY
CAPITAL IMPROVEMENT PROJECT (CIP) FORM 2015-2019

Department: **EMERGENCY SERVICES**
Project Name: **EMS BUILDING - STURGEON BAY**

Submitted By: **DAN WILLIAMS**
Date: **6/3/2014**

Priority: Urgent/Necessary/Growth-Related (circle one)

OPTION 1

Description (summarized--detailed project plan, location, and justification to be attached):
The EMS department is exceeding the capacity to house personnel, ambulances, equipment in the current location on 18th Ave. Additional personnel are needed and will be requested in 2015 budget, therefore the building needs will intensify.

Location (summarized--detailed project plan, location, and justification to be attached):
Exact location of a new station is not clearly identified at this time. General converstation with Hospital Administration has taken place and several options can be considered for a future location going forward.

Justification (summarized--detailed project plan, location, and justification to be attached):
This project has been anticipated for several years. The time has come to establish a commitment to this project and establish a working group to determine needs and begin consulting with Architectural firms for planning, design and cost estimates.

Expenditures (in thousands) **Provide $ amounts for all years if applicable.**	***Budget 2015***	***Proposed 2016***	***Proposed 2017***	***Proposed 2018***	***Proposed 2019***
Building Construction/Remodeling/Purchase	$500,000	$500,000	-	-	-
Road Construction/Maintenance	-		-	-	-
Equipment Purchase	-	-	-	-	-
TOTAL	500,000	500,000	-	-	-

(Note: The oversight committee is to recommend the funding source before moving the C.I.P. forward.)

Funding Source (in thousands) **Provide $ amounts for all years if applicable.**	***Budget 2015***	***Proposed 2016***	***Proposed 2017***	***Proposed 2018***	***Proposed 2019***
Long Term Financing (15 years to 25 years)	-	-	-	-	-
Short Term Financing (60 days)	-	-	-	-	-
Federal/State Aids (describe)	-	-	-	-	-
Tax Levy	500,000	500,000	-	-	-
Other (prior year carryover)	-	-	-	-	-
TOTAL	500,000	500,000	-	-	-

(all columns are formatted--just enter the amounts with no decimals)

DOOR COUNTY
CAPITAL IMPROVEMENT PROJECT (CIP) FORM 2015-2019

Department: **EMERGENCY SERVICES**
Project Name: **EMS BUILDING - STURGEON BAY**

Submitted By: **DAN WILLIAMS**
Date: **6/23/2014**

Priority: Urgent/Necessary/Growth-Related (circle one) **Option 2**

Description (summarized--detailed project plan, location, and justification to be attached):
The EMS department is exceeding the capacity to house personnel, ambulances, equipment in the current location on 18th Ave. Additional personnel are needed and will be requested in 2015 budget, therefore the building needs will intensify.

Location (summarized--detailed project plan, location, and justification to be attached):
Exact location of a new station is not clearly identified at this time. General converstation with Hospital Administration has taken place and several options can be considered for a future location going forward.

Justification (summarized--detailed project plan, location, and justification to be attached):
This project has been anticipated for several years. The time has come to establish a commitment to this project and establish a working group to determine needs and begin consulting with Architectural firms for planning, design and cost estimates.

Expenditures (in thousands) **Provide $ amounts for all years if applicable.**	***Budget 2015***	***Proposed 2016***	***Proposed 2017***	***Proposed 2018***	***Proposed 2019***
Building Construction/Remodeling/Purchase	-	1,500,000	-	-	-
Road Construction/Maintenance	-		-	-	-
Equipment Purchase	-	-	-	-	-
TOTAL	-	1,500,000	-	-	-

(Note: The oversight committee is to recommend the funding source before moving the C.I.P. forward.)

Funding Source (in thousands) **Provide $ amounts for all years if applicable.**	***Budget 2015***	***Proposed 2016***	***Proposed 2017***	***Proposed 2018***	***Proposed 2019***
Long Term Financing (15 years to 25 years)	-	1,500,000	-	-	-
Short Term Financing (60 days)	-	-	-	-	-
Federal/State Aids (describe)	-	-	-	-	-
Tax Levy	-	-	-	-	-
Other (prior year carryover)	-	-	-	-	-
TOTAL	-	1,500,000	-	-	-

(all columns are formatted--just enter the amounts with no decimals)

DOOR COUNTY
CAPITAL IMPROVEMENT PROJECT (CIP) FORM

Department: Information Systems
Project Name: Upgrade the Avaya Phone Switch
Project ID#:
Priority: Urgent/**Necessary**/Growth-Related (circle one)

Submitted By: Tim Ullman
Date: 5/30/2014

Amended to match the quote.

Description:	The Avaya Phone Switch is in need of a hardware and software upgrade per our Vendor in order to install the latest features and capabilities. We also need to start migrating off the older phones to Voice Over IP phones.

Location:	2015-Government Center

Justification	Door County relies on the Central Phone system for all departments to receive and make calls. The system is integral to daily operations of the County and interfaces with the E911 call system. The last upgrade took place during the 2008 remodel of the Gov Center. At that time both Hardware and Software were upgraded under the remodeling project.

Expenditures (in thousands)

	Budget 2015	Proposed 2016	Proposed 2017	Proposed 2018	Proposed 2020
Building Construction/Remodeling	$ 152,500.00				
Road Construction/Maintenance					
Equipment Purchase					
TOTAL					

(Note: Attach supporting documentation for amounts entered above)

Funding Source (in thousands)

Long Term Financing (15 years to 25 years)					
Short Term Financing (60 days)					
Federal/State Aids (describe)					
Tax Levy	$ 152,500.00				
Other (prior year carryover)					
TOTAL	**$ 152,500.00**	$ -	$ -	$ -	$ -

DOOR COUNTY
CAPITAL IMPROVEMENT PROJECT (CIP) FORM

Department: Information Systems
Project Name: Upgrade the Avaya Phone Switch
Project ID#:
Priority: Urgent/**Necessary**/Growth-Related (circle one)

Submitted By: Tim Ullman
Date: 5/30/2014

Description:	The Avaya Phone Switch is in need of a hardware and software upgrade per our Vendor in order to install the latest features and capabilities. We also need to start migrating off the older phones to Voice Over IP phones.

Location:	2015-Government Center

Justification	Door County relies on the Central Phone system for all departments to receive and make calls. The system is integral to daily operations of the County and interfaces with the E911 call system. The last upgrade took place during the 2008 remodel of the Gov Center. At that time both Hardware and Software were upgraded under the remodeling project.

Expenditures (in thousands)

	Budget 2015	Proposed 2016	Proposed 2017	Proposed 2018	Proposed 2020
Building Construction/Remodeling	$ 150,000.00				
Road Construction/Maintenance					
Equipment Purchase					
TOTAL					

(Note: Attach supporting documentation for amounts entered above)

Funding Source (in thousands)

Long Term Financing (15 years to 25 years)					
Short Term Financing (60 days)					
xxxx					
Federal/State Aids (describe)					
Tax Levy					
Other (prior year carryover)					
TOTAL	**$ 150,000.00**	$ -	$ -	$ -	$ -

June 10, 2014

DOOR COUNTY, WI

QTY	COMPONENT—STURGEON BAY, WI-CORE
1	Communication Manager R6 Upgrade
	--(750) Foundation Suite Licenses Communication Manager R6
	*--(1) Elite Agent Licenses**
	--(1) Integrated Management R6 Admin Software
1	DL360PG8 Media Server
2	G450 Media Gateway with Power
2	MM711 Analog Media Module with 8 Ports
1	MM710B T1 Modules
2	MM716 Analog Media Module with 24 Ports
4	MM717 DCP Media Module with 24 Ports
10	9408 Digital Display Telephones
1	Communication Manager Messaging for Users
1	Years of Hardware & Software Coverage
	Turnkey On-Site Installation (Planning, Programming, & Installation)
	User and Admin Training on Site
	No New Station Cabling has been Included

QTY	COMPONENT—STURGEON BAY, WI-G650
1	Migration Kit to Reuse DL360

QTY	COMPONENT—SISTER BAY, WI-G350
1	S8300D Media Server

FINANCIALS

Avaya Product & Software	$134,500.00
Estimated Installation, Programming, & Training	$18,000.00
Site Total	**$152,500.00****

****Based upon 2014 Avaya retail prices.**

R6 upgrade and reusing as much of components as possible.
The ESS becomes a DL360G7 and the LSP becomes a 8300D.
Voice Mail is reused as is with no changes.
SA one year annual 8 x 5 remote APR and sets included.
This is a first blush, placeholder design subject to much discussion and review.

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EXECUTIVE SUMMARY

AVAYA ARCHITECTURE

- SINGLE SYSTEM: One system/Enterprise-wide solution is expandable to include any other US/International locations in the future.
- HIGH AVAILABILITY: Avaya solution provides 5 9's at the core to minimize system outages and downtime.
- 100% IP Enabled to add users as the business need arises.
- SIMPLIFIED DESIGN: Minimal Number of Servers provides easier integration, lower maintenance costs, simplified implementation, and lower total cost of ownership.
- SIMPLIFIED UPGRADES. Avaya's "Flatten, Consolidate, and Extend" design allows upgrades at core system only, then leverages that upgrade out to all remote locations.
- OPTION FOR THREE YEARS OF SOFTWARE UPGRADES: Included for PBX and Messaging platforms.
- WORLD CLASS ADMINISTRATION TOOLS: 100% English language, help screens, and error indicators make Avaya systems the industry's easiest to manage. Nemertes Group estimates that Cisco VoIP solutions require 80% more management personnel than similarly-sized solutions from Avaya.
- DATA NETWORK AGNOSTIC: Avaya solutions run on any underlying data network as long as it supports VoIP. This allows SEWRPC to deploy best-in-class voice solutions from Avaya on whatever data network SEWRPC deploys. And upgrades for voice will not necessitate data upgrades or vice-versa.
- WORLD CLASS SUPPORT SYSTEMS: Avaya Expert Systems, a patented remote monitoring & troubleshooting tool, ensures uninterrupted, stable service. Minimal effort from SEWRPC staff required.
- LOWER MAINTENANCE COSTS. Since our solution requires less hardware and fewer servers, cost of maintaining systems is lower. Less involvement from your staff in patching, updating firmware, etc. required.
- FUTURE TECHNOLOGIES: Support for a variety of new technologies in the future including:
  - Wireless communication devices.
  - SIP.
  - Integrated Video.
  - CTI.
  - Multi-channel Contact Center.

FOUNDATION SUITE LICENSES

- Avaya Aura CM STD
- Avaya Aura Presence with IM
- Avaya Aura System Manager
- Avaya Aura ESS/LSP
- Avaya Aura Session Manager
- CMM (Voice Mail)

- Flare PC or 1XC or 1XC MAC
- Point to Point Video
- ACA for Microsoft OCS/LYNC with /DCE
- ACE server & API Licenses

MOBILITY SUITE LICENSES

• Foundation Suite Licenses PLUS,
• Flare for iPad
• Extension to Cellular w/1X Mobile or 1XMobile IOS
• Avaya Aura Messaging (UM)
• Avaya Session Border Controller + Remote Worker

COLLABORATION SUITE LICENSES

•Mobility Suite Licenses PLUS,
•AAC7 w/Flare iPad & PC
•Radvision Elite w/Scopia Clients

AVAYA CM MESSAGING

- CO-RESIDENCY: Communication Manager Messaging resides on the same server as the core PBX software. This provides tighter integration, faster call processing, and lower overall cost of ownership.
- UNIFIED MESSAGING: Integration to email inbox included.

AVAYA'S GLOBAL PRESENCE

- Avaya is consistently ranked as one of the top providers worldwide. The same Avaya support you have been accustomed to in the past will continue to support the new system.

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DOOR COUNTY
CAPITAL IMPROVEMENT PROJECT (CIP) FORM

Department: Information Systems
Project Name: Update the Compute Platform in DC
Project ID#:
Priority: Urgent/**Necessary**/Growth-Related (circle one)

Submitted By: Tim Ullman
Date: 5/30/2014

Description: Install the new compute platform for Virtualization. Each Data Center (Government Center, Justice Center) will need software and hardware to support connected clients.

Location: 2015-Government Center
2016-Justice Center

Justification: Door County has built its own Private Cloud to host entire desktops and applications. This environment is in need of a refresh. Each Data Center will need updates. The technology has changed. Currently DC has physical servers, hooked to a network which in turn is hooked to disk. Today, the server, network and disk come as one unit right sized to the envrinment.

Expenditures (in thousands)

	Budget 2015	Proposed 2016	Proposed 2017	Proposed 2018	Proposed 2020
Building Construction/Remodeling	$ 200,000.00	$ 200,000.00			
Road Construction/Maintenance					
Equipment Purchase					
TOTAL	$ 200,000.00	$ 200,000.00			

(Note: Attach supporting documentation for amounts entered above)

Funding Source (in thousands)

Long Term Financing (15 years to 25 years)					
Short Term Financing (60 days)					
Federal/State Aids (describe)					
Tax Levy	$ 200,000.00	$ 200,000.00			
Other (prior year carryover)					
TOTAL	**$ 200,000.00**	**$ 200,000.00**	**$ -**	**$ -**	**$ -**

Quote name	149980557
Confirmation number	149980557
Last modified	May 22, 2013 11:00:17 PM GMT
Expires	June 28, 2013
Prepared for	Tim Ullman
	Mark (Mark) Stange
	Primary phone: 1-800-656-0833 x35302
Sales representative contact	Primary e-mail: mstange@us.ibm.com

Part Number	Description	Quantity	Approved			Comment
			Component Price	Line/Configuration (per configuration unit)	Total Price (Quantity x Config unit price)	
Configuration for:IBM Flex System Enterprise Chassis		**1**		**$140,406.00**	**$140,406.00**	
8721HC1	IBM Flex System Enterprise Chassis	1	$39,284.00	$39,284.00		
A0TW	System Documentation and Software-US English					
A0UD	IBM Flex System Enterprise Chassis 2500W Power Module	4				
A0UE	IBM Flex System Chassis Management Module					
A0UC	IBM Flex System Enterprise Chassis 2500W Power Module Standard	2				
A1NF	IBM Flex System Console Breakout Cable					
A2B9	Brocade 8Gb SFP+ Optical Transceiver	6				
A0UA	IBM Flex System Enterprise Chassis 80mm Fan Module	4				
A3J6	IBM Flex System Fabric EN4093R 10Gb Scalable Switch	2				
A1EH	IBM Flex System FC5022 16Gb SAN Scalable Switch	2				
A0TA	IBM Flex System Enterprise Chassis					
5053	IBM SFP+ SR Transceiver	8				
A0UB	IBM Flex System Enterprise Chassis Packaging World Wide					
A0TR	IBM Flex System Enterprise Chassis Label Group					
A0TM	IBM Flex System Chassis Management Module					
A10X	IBM Flex System Enterprise Chassis Rack Kit					
A2ZT	IBM Fabric Manager Manufacturing Instruction					
8077	Integrate BladeCenter in Manufacturing					
6292	2m, 16A/100-250V, C19 to IEC 320-C20 Rack Power Cable	6				
9206	No Preload Specify					
3301	BladeCenter 01					
8737AC1	IBM Flex System x240 Compute Node	14	$7,223.00	$101,122.00		
A1QT	16GB (1x16GB, 2Rx4, 1.35V) PC3L-10600 CL9 ECC DDR3 1333MHz LP RDIMM	8				
A2XC	IBM 300GB 10K 6Gbps SAS 2.5" SFF G2HS HDD	2				
A2TD	IBM Virtual Fabric Advanced Software Upgrade (LOM)					
A1BP	IBM Flex System FC5022 2-port 16Gb FC Adapter					
A1BC	IBM Flex System x240 Compute Node with embedded 10Gb Virtual Fabric					
5978	Select Storage devices - IBM-configured RAID					
8039	Integrated SAS Mirroring - 2 identical HDDs required					
A1BL	IBM Flex System Compute Node 2.5" SAS 2.0 Backplane					
A1C2	System Documentation and Software-US English					
A2G0	IBM Blank USB Memory Key for VMWare ESXi Downloads					
A1D6	Addl Intel Xeon Processor E5-2640 6C 2.5GHz 15MB Cache 1333MHz 95W					
A1CV	Intel Xeon Processor E5-2640 6C 2.5GHz 15MB Cache 1333MHz 95W					
2302	RAID Configuration					
A1BJ	IBM Flex System x240 Compute Node Cover					
A1BE	IBM Flex System x240 Compute Node Label					
A248	IBM Flex System x240 Compute Node Air Baffle					
A26R	IBM Flex System Compute Node Fabric Connector					
A1BF	IBM Flex System x240 Compute Node Front Bezel					
8077	Integrate BladeCenter in Manufacturing					
A3A3	IBM Flex System x240 USB Enablement Kit					
9206	No Preload Specify					

3301	BladeCenter 01					

	Total before savings				**$201,348.00**
	Your savings				$60,942.00
	Subtotal				**$140,406.00**
	Total				**$140,406.00**

Comments

View Terms and Conditions

Tax, shipping and fees will be recalculated upon completing order. These values are used for estimate purposes only. Unless a future delivery date is indicated on your PO, your product will be shipped immediately upon completion of the order in manufacturing. You will be notified if the order is delayed beyond the scheduled availability date. Software and Services are not eligible to be leased and will be subject to the applicable taxes. Please provide the appropriate method of payment for the ServicePac and Software components of this quote. This quote is valid only for products available through IBM at time of order.

DOOR COUNTY
CAPITAL IMPROVEMENT PROJECT (CIP) FORM

Department: Information Systems
Project Name: Fiber to Public Safety Towers
Project ID#:
Priority: Urgent/Necessary/**Growth-Related** (circle one)

Submitted By: Tim Ullman
Date: 5/30/2014

Description: Connect the Public Safety Tower sites to the Door County Network via Dark Fiber links. Provide for connectivity that has basically unlimited bandwidth for future growth verses constraints imposed by wireless technologies.

Location: Please see attached Spreadsheet outlining locatoins and cost.

Justification The public safety system continues to see unparrelleled growth in not only the communication systems used, but also the data that at any given moment needs to be delivered to the first responder, police car, fire truck or ambulance. Door County CATS committee and IS Committee continue to attempt to stay in front of the underlying needs of these systems. Fiber simply offers the most capable and scalable connection solution to these locations.

Expenditures (in thousands)

	Budget 2015	Proposed 2016	Proposed 2017	Proposed 2018	Proposed 2020
Building Construction/Remodeling	$ 1,354,250.00	$ 812,550.00	$ 541,700.00		
Road Construction/Maintenance					
Equipment Purchase					
TOTAL	$ 1,354,250.00	$ 812,550.00	$ 541,700.00		

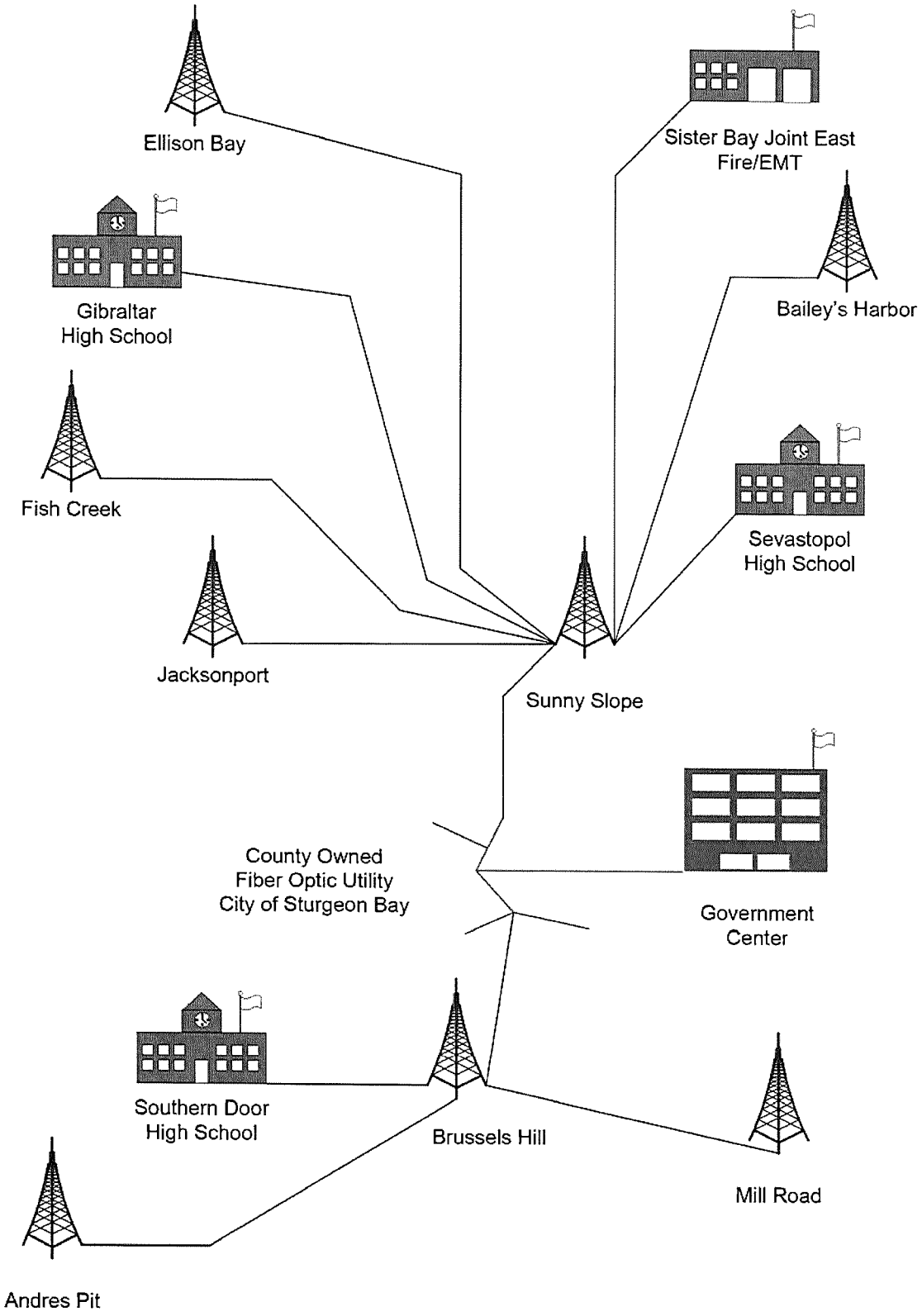
(Note: Attach supporting documentation for amounts entered above)

Funding Source (in thousands)

Long Term Financing (15 years to 25 years)	$ 1,354,250.00	$ 812,550.00	$ 541,700.00		
Short Term Financing (60 days)					
Federal/State Aids (describe)					
Tax Levy					
Other (prior year carryover)					
TOTAL	**$ 1,354,250.00**	**$ 812,550.00**	**$ 541,700.00**	$ -	$ -

COUNTY OF DOOR – OPTICAL CIRCUITS RFI

1.06 The County is requesting point-to-point optical circuits to provide public safety enhancements between the following tower and building locations. Detailed information regarding; requested circuit options, site locations, demarcations, and collocation space is contained in Section 13.00 - Technical.



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Nsight Proposal

Costs for Managed 1Gb Service + Lateral Cost/Install fees VERSES 25 Year Idefeasible Right To Use 6 Dark Strands

RFI Results 5/12/14

				Option #2 Managed Lease of Fiber Circuit				Option #3 IRU Agreement		
Desc	Originating Pt	Termination Pt	Option #1 Direct Purchase of Fiber	Install Fee	1G Service Monthly Fee	1G Service 5 Yr Term 60 Months	1G Service 25 Yr Term 300 Months	6 Strands Dark Fiber IRU Segments	6 Strands Dark Fiber IRU Laterals	Estimated AE County Lateral Cost
Circuit #1	NOC	Sunny Slope	No Bid	$ 25,000.00	$ 4,500.00	$ 270,000.00	$ 1,350,000.00	$ 285,714.29	$ 115,000.00	
Circuit #2	Sunny Slope	JacksonPort	No Bid	$ 7,500.00	$ 4,500.00	$ 270,000.00	$ 1,350,000.00	$ 285,714.29	Existing Lateral	
Circuit #3	Sunny Slope	Fish Creek	No Bid	$ 7,500.00	$ 4,500.00	$ 270,000.00	$ 1,350,000.00	$ 285,714.29	Existing Lateral	
Circuit #4	Sunny Slope	Baileys Harbor	No Bid	$ 7,500.00	$ 4,500.00	$ 270,000.00	$ 1,350,000.00	$ 285,714.29	Existing Lateral	
Circuit #5	Sunny Slope	Sister Bay	No Bid	$ 7,500.00	$ 4,500.00	$ 270,000.00	$ 1,350,000.00	$ 285,714.29	$ 32,500.00	
Circuit #6	Sunny Slope	Ellison Bay	No Bid	$ 7,500.00	$ 4,500.00	$ 270,000.00	$ 1,350,000.00	$ 285,714.29	$ 25,000.00	
Circuit #7	Brussels Hill	Fusion Network(NOC)	No Bid	$ 7,500.00	$ 4,500.00	$ 270,000.00	$ 1,350,000.00	$ 285,714.26	No Bid	$ 13,500.00
Circuit #8	Brussels Hill	Mill Road	No Bid	$ 25,000.00	$ 4,500.00	$ 270,000.00	$ 1,350,000.00	Existing Segment	$ 185,000.00	
Circuit #9	Brussels Hill	Andres Pit	No Bid	$ 20,000.00	$ 4,500.00	$ 270,000.00	$ 1,350,000.00	Existing Segment	$ 125,000.00	
Circuit #S1	Sunny Slope	Sevastopol	No Bid	$ 25,000.00	$ 4,500.00	$ 270,000.00	$ 1,350,000.00	Existing Segment	$ 75,000.00	
Circuit #S2	Sunny Slope	Gibraltar	No Bid	$ 25,000.00	$ 4,500.00	$ 270,000.00	$ 1,350,000.00	Existing Segment	$ 17,500.00	
Circuit #S3	Brussels Hill	Southern Door	No Bid	$ 25,000.00	$ 4,500.00	$ 270,000.00	$ 1,350,000.00	Existing Segment	$ 120,000.00	
			$ -	$ 190,000.00	$ 54,000.00	$ 3,240,000.00	$ 16,200,000.00	$ 2,000,000.00	$ 695,000.00	$ 13,500.00

$2,708,500.00
TOTAL 25 YEAR IRU

50%	$1,354,250.00
30%	$812,550.00
20%	$541,700.00

DOOR COUNTY
CAPITAL IMPROVEMENT PROJECT (CIP) FORM

Department: Information Systems
Project Name: Public Safety Generators - Individual Towers
Project ID#:
Priority: Urgent/**Necessary**/Growth Related(circle one)

Submitted By: Tim Ullman
Date: 6/27/2014

Description: The Door County Public Safety radio system utilizes 5 different Cellcom sites. These sites are critical communication sites in times of emergency. At this time, Cellcom sites are only battery protected during long term outages. With the co-location of DC PSS radios at these sites, the CATS committee and IS Committee is recomending that these sites get generator backup for any LONG TERM outage.

Location: Fish Creek, Baileys Harbor, Jacksonport and Washington Island

Justification: The Four sites would get a 30 KW generators at an estimated cost of $30,000.00 each. Washington Island because of its location and logistics to install is more expensive than the mainland based sites. $60,000.00. Total - $150,000.00

Expenditures (in thousands)

	Budget 2015	Proposed 2016	Proposed 2017	Proposed 2018	Proposed 2020
Building Construction/Remodeling	$ 150,000.00				
Road Construction/Maintenance					
Equipment Purchase					
TOTAL					

(Note: Attach supporting documentation for amounts entered above)

Funding Source (in thousands)

Long Term Financing (15 years to 25 years)					
Short Term Financing (60 days)					
xxxx					
Federal/State Aids (describe)					
Tax Levy					
Other (prior year carryover)					
TOTAL	**$ 150,000.00**	$ -	$ -	$ -	$ -

BAY ELECTRONICS INC
MAKING WAVES SINCE 1974

23 East Oak Street
Sturgeon Bay, WI 54235
Phone: 920.743.0190
Fax: 920.743.2914
rnielson@bayelectronicsinc.com
jbaudhuin@bayelectronicsinc.com
www.bayelectronicsinc.com

Chris Hecht, Fire Chief
Sister Bay/Liberty Grove Fire Depts.
220 Mill Road, PO Box 287
Sister Bay, WI 54234

Tim Ullman
Door County Information Systems
421 Nebraska Street
Sturgeon Bay, WI 54235

Gary Therkelsen and Len Koehnen
G.J. Therkelsen and Associates
11635 Raspberry Hill Road
Eden Prairie, MN 55344

June 17, 2014

Re: Change Order 061714A (Washington Island Generator)

The purpose of this change order is to provide emergency generator back up at the Washington Island site.

The proposal consists of the following:

- 30KW Kohler LP Generator
  - Engine block heater
  - Sound attenuated enclosure
  - Automatic transfer switch with programmed transition, Exerciser Clock, In-Phase monitor, Digital Display
  - Alarm panel with contact closures
  - Electrical wiring for heater
  - GFI outlet for heater
  - Fuel Heater
  - Delivery to Washington Island
  - Transportation to Cell Site
- 1000 Gallon above ground LP Tank
  - Transportation to Washington Island
  - ¾" LPS gas line
  - Tracer Wire
  - Conduit
  - Installation on Washington Island
- Site Work for Generator
  - Concrete Slabs for Generator and LP Tank
  - Propane Tank Fence
  - Pad Lock for Fence
  - Pad Lock for LP Tank
  - Installation of Generator
  - Installation of Electrical wiring for Generator
- Alarm Panel Interface
  - Moxa interface to Generator Alarm Panel
  - Interfacing of Generator to Alarm system

If you should have any questions in regards to this change order, please feel free to contact us.

Sincerely,

Richard J. Nielson
President

Jason Baudhuin
Project Manager

BAY ELECTRONICS INC
MAKING WAVES SINCE 1974

23 East Oak Street
Sturgeon Bay, WI 54235
Phone: 920.743.0190
Fax: 920.743.2914
rnielson@bayelectronicsinc.com
jbaudhuin@bayelectronicsinc.com
www.bayelectronicsinc.com

C/O NUMBER	DATE	INITIATED BY	PROJECT NAME	PARCEL #	DUE BY
061714A	17-June-14	Door County	Sister Bay & Liberty Grove and Door County Land Mobile Radio System	2	ASAP

WHAT IS THE PURPOSE OF THIS CHANGE ORDER?

Installation of LP powered 30KW generator at Washington Island site.

SHOW CREDITS FOR OFFSETS AS - DOLLARS

C/O ITEM #	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED
0.01	1.00	30KW Kohler LP powered Generator with accy's listed above	$ 34,480.00-	$ 34,480.00-
0.02	1.00	Site work, Alarms and Installation	$ 13,087.00-	$ 13,087.00-
0.03	1.00	LP Tank and Installation at the Island	$ 6,600.00-	$ 6,600.00-
0.04	1.00	Shipping to Washington Island	$ 2,340.00-	$ 2,340.00-

SUBTOTAL	$ 56,507.00 -
SALES TAXES	$ n/a-
CREDITS/TRADES	$ n/a-
GRAND TOTAL	**$ 56,507.00 -**

DO NOT PROCEED UNTIL ALL APROVALS RECEIVED

CONTRACTOR	Bay Electronics, Inc.
Signature	
Date	17-June-14
ENGINEER	GJ Therkelson & Associates
Signature	
Date	
PURCHASER	Sister Bay & Liberty Grove Fire Department/Door County
Signature	
Date	

DOOR COUNTY
CAPITAL IMPROVEMENT PROJECT (CIP) FORM

Department: Information Systems
Project Name: Migratge Brussels site to Verizon Tower
Project ID#:
Priority: Urgent/Necessary/**Growth-Related** (circle one)

Submitted By: Tim Ullman
Date: 6/27/2014

Description: Door County has been in negotiation with Verizon for over 7 years to allow Verizon to build a 250' tower on County owned land at Brussels hill. Part of that negotiation includes allowing the County to Co-Locate County Public Safety antenna gear and buildings on the Verizon Tower and tower site.

Location: Brussels Hill.

Justification The Brussels Hill Public Safety System (PSS) site has been identified for some time for rehabilitation. The CATS Committee has purposefully waited to see if the negotiation with Verizon would come to fruition. Now that it appears that it has it is time to plan for the migration of gear to this new facility. See attached estimate for moving cabling and antenna's from old site to new, and placing new generator and building at the Verizon Site.

Expenditures (in thousands)

	Budget 2015	Proposed 2016	Proposed 2017	Proposed 2018	Proposed 2020
Building Construction/Remodeling	$ 300,000.00				
Road Construction/Maintenance					
Equipment Purchase					
TOTAL					

(Note: Attach supporting documentation for amounts entered above)

Funding Source (in thousands)

Long Term Financing (15 years to 25 years)					
Short Term Financing (60 days)					
xxxx					
Federal/State Aids (describe)					
Tax Levy					
Other (prior year carryover)					
TOTAL	**$ 300,000.00**	$ -	$ -	$ -	$ -

Door County Wisconsin

Plan Review & Report

Brussels Hill - Proposed Verizon Wireless Tower

Gary Therkelsen
05/24/13
Rev. Original

G.J. Therkelsen and Associates, Inc.

Plan Review & Report

Brussels Hill - Proposed Verizon Wireless Tower

1. GENERAL: Door County Wisconsin has been approached by Verizon Wireless with a proposal to construct a new telecommunications facility at a location commonly known as Brussels Hill in southwestern Door County. The intent is to replace the existing County 180' guyed tower structure with a 250' free standing tower that would serve the needs of Verizon Wireless, Door County and potential future tenants.

   Door County has asked this firm to study and evaluate the proposal from a technical perspective in terms of the proposal's ability to replace certain County owned wireless communications facilities and functions and the ability to meet potential future requirements.

   This report does not address local zoning / planning ordinance conformity or terms and conditions except as noted. References to drawings mean Verizon Wireless Brussels (2002028051) Brussels, Wisconsin Construction Drawings dated 04/22/13. No other drawings or documents have been provided by any party or source for this report.

   Section 4 of this report provides a list of questions that we recommend be addressed in any contract negotiations.

   We have endeavored to fully understand and comprehend the project as presented but may be unaware of elements that have not been fully documented in the provided materials or discussions with involved parties. The project as we understand it consists of:

   1.1. Develop and construct a new telecommunications facility near the existing County owned facility generally consisting of:

      1.1.1. Fenced radio compound, 75' X 75'
      1.1.2. 250 foot free standing (self-support) skeletal radio tower.
      1.1.3. Equipment shelter for Verizon Wireless.
      1.1.4. Emergency power generation equipment for Verizon Wireless.
      1.1.5. Space for County radio equipment shelter.
      1.1.6. Space for County emergency power generation equipment.
      1.1.7. Space for County fuel supply.
      1.1.8. Space for County antennas and transmissions lines.
      1.1.9. Space for future tenants as required by County Zoning Ordinance.

2. FUNCTIONALITY - DOOR COUNTY:

2.1. TOWER: The proposed tower structure is 70' taller than the one it would be replacing. The additional height is intended to provide for the replacement of Door County's functionality at the existing tower and additional capacity for future needs of Door County and or additional tenants.

2.1.1. The tower should be FAA studied and permitted to allow 20' antennas mounted at the top of the structure.

The proposed tower will provided essentially equal or in some cases better antenna mounting radiation centers than exist today. It appears that no degradation conditions have been created by lowering antennas from existing elevations[1].

2.2. ANTENNA SYSTEMS: Drawing A-1 by use of the term *"relocates"* in relation to all County owned antennas suggests that the existing antennas will be moved from the existing tower to the new structure.

Due to the public safety communications nature of the facility, it will be necessary to install new antennas and transmission line in advance of relocation of the radio equipment. Down time must be kept to a minimum and carefully coordinated with the system owner, Door County.

2.2.1. For Door County purposes, three 12 post T-frames should be furnished and installed at the 250', 180' and 150'.

2.2.1.1. Civil engineer should assume load factor of 6ft² of load and 65 lbs per 20 foot antenna on each post of the T-frame, and select the frames accordingly.

2.2.2. Door County will install individual mounts below 150' to maintain licensed heights at new structure.

2.3. BACKHAUL: Drawing A-1 proposes relocation of the County microwave at 137' on the State of Wisconsin tower to the proposed Verizon tower. This

[1] A microwave path analysis has not been performed in conjunction with this report.

move would require a properly engineered path study to ensure functionality and reliability are maintained. The 2.4 GHz link between the State and County towers should be maintained unless needed for another path. This may permit improved opportunities for console / WISCOM interoperability and redundancy in the future.

2.4. EQUIPMENT SHELTER: A future radio equipment shelter for Door County's equipment is depicted on drawing C-2 but it does not appear to be included in the scope of work for this project but left to the County to provide in the future.

2.5. EMERGENCY POWER: Drawing C-2 shows an emergency generator and self contained fuel supply for the Verizon Wireless. A second emergency generator and fuel supply is shown as a future addition by the County and is not included in the scope of work.

2.6. SECURITY: The plan includes fencing and gates to protect the site. Civil alarms for the County radio equipment shelter should be included in shelter design.

2.7. GROUNDING: The tower, Verizon Wireless shelter and fencing are provided with typical carrier grade grounding for lightning protection. All other lightning protection enhancement for the County are shown as "future" and do not appear to be included in the scope of this plan.

3. DEMOLITION:

3.1. The plans do not address demolition of the existing tower following the relocation of the County's equipment and I have been advised by the County that this will be the County's responsibility if Verizon constructs the new tower and facility.

4. OTHER TECHNICAL AND CONTRACTING QUESTIONS & CONSIDERATIONS:

4.1. Verizon Wireless should be required to demonstrate through professional engineering, that the proposed tower will not impact any of the State of Wisconsin microwave paths to include the Fresnel zone to and from the State tower located on the property. This effort should be coordinated with

and performed to the satisfaction of the State of Wisconsin State Patrol Radio Division.

4.2. It needs to be determined, who will furnish the following materials and labor to install them. This includes:

4.2.1. County antennas, transmission lines and mounts
4.2.2. Radio equipment shelter
4.2.3. Emergency generator and fuel tank
4.2.4. Removal and relocation of County radio equipment
4.2.5. Demolition removal and restoration of existing facility
4.2.6. Professional services to define and specify the above

4.3. Other than the essentially "as equal" antenna re-locations, locations on the tower that are reserved for the County and those which are for future needs of Verizon or other tenants should be clearly identified.

4.4. The myriad of legal issues will be addressed by others but we trust that there will be protections in place to deal with changes of ownership, destruction or damage to the facility. Door County will in all likelihood require a presence at or near this location for the foreseeable future. It is imperative that should this facility be constructed, that the operational and financial impacts on the County are fully understood and addressed.

5. ESTIMATED COSTS: Without regard to who is funding the construction, we estimate the cost of relocation of Door County's facilities and functionality to include project overhead at $245,681.00. This assumes that the bulk of non-commodity electronic equipment is moved and not replaced. Transmission lines, antennas, radio equipment shelter and emergency power generation system are replaced.

Relocation of County Systems:	$ 162,750.00
Demolition of County Facility:	$ 35,700.00
Overhead:	$ 47,231.10
Total:	**$ 245,681.10**

Overhead costs include FCC licensing, bonding and insurance, consulting and engineering fees, other permits and fees, shipping and project contingencies.

This estimate is preliminary and based on our understanding of the proposal and may not include all requirements or may include costs that the proposer has agreed to fund. It does not contemplate the value of re-use or re-sale of the existing tower or radio equipment shelter or generator.

The existing County tower was not evaluated in terms of condition or remaining life. We believe that is has little or no additional capacity. We are unaware if this tower is scheduled for replacement based on age.

This is an estimate. The actual costs of the proposed improvements may be more or less than estimated. Many of the materials and products that are required for such facilities are volatile and many factors impact what suppliers and contractors ultimately charge.

6. SUMMARY: The proposed facility has the technical means to replace the existing County owned tower at the Brussels Hill site. The construction of the compound and tower structure are only a first step in the continuation of County land mobile radio communications services at the site. In prior paragraphs we have identified and commented on the major elements and costs that would ultimately establish the County's presence at the facility.

   The proposed facility will support current requirements and provide space for future system. It may provide improvement to some existing systems, operations, reliability and functionality.

   The value of those improvements must be weighed against the actual costs that would be borne by the County as well as when the existing tower structure would likely be due for replacement.

DOOR COUNTY
CAPITAL IMPROVEMENT PROJECT (CIP) FORM 2015-2019

Department: *Library*
Project Name: *Roof Replacement*

Submitted By: *Becca Berger*
Date: *5/19/2014*

Priority: Urgent/Necessary/Growth-Related (circle one)

Description (summarized--detailed project plan, location, and justification to be attached):

Replace roof at 107 S. 4th Avenue

Location (summarized--detailed project plan, location, and justification to be attached):

Sturgeon Bay Library, 107 S. 4th Avenue, Sturgeon Bay, WI 54235

Justification (summarized--detailed project plan, location, and justification to be attached):

Replacement is necessary due to leaks and loss of shingles. Project includes 3 membrane sections and shingled area.

Expenditures (in thousands) Provide $ amounts for all years if applicable.	*Budget 2015*	*Proposed 2016*	*Proposed 2017*	*Proposed 2018*	*Proposed 2019*
Building Construction/Remodeling/Purchase	-	-	82,000	-	-
Road Construction/Maintenance	-	-	-	-	-
Equipment Purchase	-	-	-	-	-
TOTAL	-	-	82,000	-	-

(Note: The oversight committee is to recommend the funding source before moving the C.I.P. forward.)

Funding Source (in thousands) Provide $ amounts for all years if applicable.	*Budget 2015*	*Proposed 2016*	*Proposed 2017*	*Proposed 2018*	*Proposed 2019*
Long Term Financing (15 years to 25 years)	-	-	-	-	-
Short Term Financing (60 days)	-	-	-	-	-
Federal/State Aids (describe)	-	-	-	-	-
Tax Levy *Door County*	-	-	41,000	-	-
Other (prior year carryover) *City of SB*	-	-	41,000	-	-
TOTAL	-	-	82,000	-	-

(all columns are formatted--just enter the amounts with no decimals)

COPPENS, INC.
DBA: COPPENS METAL & ROOFING
DBA: R & R SEAMLESS GUTTERS
1919 HOLMGREN WAY
P.O. 12675
GREEN BAY, WI 54307-2675
920-498-9002 (F) 920-499-1801

Celebrating 30 Years ! Best of the Bay BBB. Rating: A+
Best of the Bay finalist six-years running !

Updated 3/14/2014 Nov. 11, 2013
Fourth, 107 S., Sturgeon Bay, WI

Proposal submitted to:
DOOR CO. LIBRARY
ATTN: TIM
107 S. FOURTH
STURGEON BAY, WI 54235

Work to be performed at:
SAME
743-6578
746-7123

We propose to furnish the materials and labor necessary for the completion of:

Work to be performed on up to 11,500 sq. ft. of shingled roof area on the Library. We propose to tear off the existing shingled roofing and components down to the existing roof deck and dispose of all debris. We will try to save the existing gutters. The rest of the existing roof deck areas will be inspected and any additional deck/structural/fascia/ siding/other lumber repair/replacement determined necessary other than specifically described elsewhere in this bid may be done at an additional cost above price listed below. When the roof deck seems acceptable to receive the new roof system, we will install new ice/water shield along the eave edges of the roof and in to the valley areas to help protect against leaking from ice/snow buildup/backup. The rest of the roof deck will receive new shingle underlayment felt. New maintenance-free extra wide W-valley metal will be installed. New standard limited lifetime (see enclosed for warranty information) Atlas Pinnacle Pristine with 3m Scotchgard dimensional shingles—color to be chosen by owner from standard colors—will then be installed and will be 6-nailed for added high wind protection. New maintenance-free standard color metal roof edgings will be installed and all existing roof penetrations will be properly flashed into the new roof system. The new shingle roof system will carry a limited lifetime shingle warranty and a 10-year workmanship warranty.
The sum of: THIRTY-FOUR-THOUSAND, NINE-HUNDRED, EIGHTY-SIX & 00/100---$34,986.00--**UNTIL 4/15/14**
The sum of: THIRTY-EIGHT-THOUSAND, FIVE-HUNDRED & 00/100------$38,500.00 **AS OF 4/16/14 TO 12/31/14**

TERMS: **50% down upon acceptance – remaining due upon job completion.** IF APPLICABLE: Should you choose not to have new gutters installed with your roof installation we will do our best to save the existing ones. If this becomes not possible during the time of new roof installation we will replace the gutters at the price listed for doing so on this proposal or at current contractor pricing. Thank-you for the opportunity to provide you with a bid for your project! Pricing has tax included. All material to be as specified and work to be completed in a substantial workerlike manner. Some aspects of this work may be done by insured subcontractors under our supervision—i.e.: plumbing, electrical, etc. All agreements are contingent upon strikes, accidents, weather or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Coppens Metal & Roofing to carry Worker's compensation and Liability insurance. Coppens is not responsible for any mold-related problems or structural problems. Coppens is not responsible for any conditions existing in the underlying structure of the building especially if no tear off or existing roof is performed. The person accepting this agreement understands that neither Coppens nor any of its suppliers/subs will be responsible for any damage on, near or across driveways, sidewalks, lawns, trees, shrubs, etc... as a result of large vehicles/containers driven across/placed/picked up on this project. It is the homeowner's responsibility to make all parties aware of potential problems/concerns prior to our starting this project. . No warranties on heat tape installations—heat tapes must not be criss-crossed and must be plugged directly in to GFC outlet. NOTE: Since we recycle our roofing tear-off materials, we ask that no other type of trash be added to our dumpsters and/or dump trucks. This proposal may be withdrawn if not accepted in –SEE ABOVE—days. **CORPORATION FEIN# 39-1565645**

RESPECTFULLY SUBMITTED: Robert Coppens
* *

ACCEPTED BY:______________________________ DATE:__________

SHINGLE COLOR: ______________________________

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. **If needed, Coppens will apply for permit**—COST OF WHICH WILL BE CHARGED TO CUSTOMER AT TIME OF INVOICING. **TO ACCEPT THIS PROPOSAL**—Sign, date and specify bid(s) above and mail to our P.O. Box –OR-- or hand-deliver one original proposal to our office at 1919 Holmgren Way, Green Bay, WI along with 50% down payment. Color selections may be made at our shop on Holmgren Way from available samples. Note: We are required to inform you that we have the right to place a lien on the above property for non-payment of the bill and you have the right to request a lien waiver upon payment. A 1.5 % per month service charge will also be added to any invoices not paid in full within 30 days.

Gartner Studios

COPPENS, INC.

DBA: COPPENS METAL & ROOFING
DBA: R & R SEAMLESS GUTTERS
1919 HOLMGREN WAY
P.O. 12675
GREEN BAY, WI 54307-2675
920-498-9002 (F) 920-499-1801

Celebrating 30 Years! FINALIST 2010 Best of the Bay BBB Rating: A+

Updated 3/14/14, 7/25/2011,5/11/11,4/30/10
Nebraska, 421 Sturgeon Bay

Proposal submitted to:
DOOR COUNTY LIBRARY/MILLER ART CENTER
ATTN: TIM
107 S. FOURTH ST.
STURGEON BAY, WI 54235

Work to be performed at:
421 NEBRASKA, ST. BAY
743-6578
746-7123

We propose to furnish the materials and labor necessary for the completion of:

PLEASE REFER TO THE DRAWING ON REVERSE WHEN REVIEWING THIS PROPOSAL.
Work to be performed on one flat roof area up to 605 sq. ft. shown on drawing as ROOF AREA "I" with a concrete roof deck. The existing paver ballast will be removed from the roof area and will be saved to be re-installed. The existing roof system will be torn off down to the existing roof insulation and the debris disposed of. The existing roof insulation will be inspected and any insulation/deck/ lumber/metal/structural/other repair/replacement determined necessary will be done at an additional cost above bid price listed below. When the existing roof insulation/deck seems acceptable to receive the new roof system we will a install new 50 mil. white color energy star IB CPA (superior pvc) membrane (see ibroof.com) roof system. Edge details will be done as described on the drawing. Where new metal is called for we will use standard color clad metal (with 20-year finish). Any existing roof penetrations will be properly flashed in to the new roof system. The saved pavers will be re-installed on to the new roof. The roof system will carry a 15-year membrane warranty and a 10-year workmanship warranty.
The sum of: FOUR-THOUSAND, TWO-HUNDRED, FIFTY & 00/100--------$4,250.00---**UNTIL 4/15/14**
The sum of: FOUR-THOUSAND, SEVEN-HUNDRED & 00/100----$4,700.00---**AS OF 4/16/14 TO 12/31/14**
NOTE: THE INSULATION LAYER(S) LISTED IN THE BID(S) ABOVE ARE SUGGESTED ONLY—THE LAYER(S) CAN BE INCREASED/DECREASED FOR MORE/LESS R-VALUE AT ADJUSTED COST IF YOU WOULD LIKE.
TERMS: **50% down upon acceptance – remaining due upon job completion.** IF APPLICABLE: Should you choose not to have new gutters installed with your roof installation we will do our best to save the existing ones. If this becomes not possible during the time of new roof installation we will replace the gutters at the price listed for doing so on this proposal or at current contractor pricing. Thank-you for the opportunity to provide you with a bid for your project! Pricing has tax included. All material to be as specified and work to be completed in a substantial workerlike manner. Some aspects of this work may be done by insured subcontractors under our supervision—i.e.: plumbing, electrical, etc. All agreements are contingent upon strikes, accidents, weather or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Coppens Metal & Roofing to carry Worker's compensation and Liability insurance. Coppens is not responsible for any mold-related problems or any structural problems. Coppens is not responsible for any conditions existing in the underlying structure of the building especially if no tear off or existing roof is performed. The person accepting this agreement understands that neither Coppens nor any of its suppliers/subs will be responsible for any damage on, near or across driveways, sidewalks, lawns, trees, shrubs, etc… as a result of large vehicles/containers driven across/placed/picked up on this project. It is the homeowner's responsibility to make all parties aware of potential problems/concerns prior to our starting this project. . No warranties on heat tape installations—heat tapes must not be criss-crossed and must be plugged directly in to GFC outlet. NOTE: Since we recycle our roofing tear-off materials, we ask that no other type of trash be added to our dumpsters and/or dump trucks. This proposal may be withdrawn if not accepted in –SEE ABOVE—days. **CORPORATION FEIN# 39-1565645**

RESPECTFULLY SUBMITTED: ROBERT COPPENS Robert Coppens

* *

ACCEPTED BY:______________________________ DATE:______________

METAL COLOR:______________________
The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. **If needed, Coppens will apply for permit**—COST OF WHICH WILL BE CHARGED TO CUSTOMER AT TIME OF INVOICING. **TO ACCEPT THIS PROPOSAL**—Sign and date on the lines above and mail or hand-deliver one original proposal to our office at 1919 Holmgren Way, Green Bay, WI. Color selections may be made at our shop on Holmgren Way from available samples. Note: We are required to inform you that we have the right to place a lien on the above property for non-payment of the bill and you have the right to request a lien waiver upon payment. A 1.5 % per month service charge will also be added to any invoices not paid in full within 30 days.

COPPENS, INC.

DBA: COPPENS METAL & ROOFING
DBA: R & R SEAMLESS GUTTERS
1919 HOLMGREN WAY
P.O. 12675
GREEN BAY, WI 54307-2675
920-498-9002 (F) 920-499-1801

Celebrating 30 Years ! Finalist 2010 Best of the Bay BBB Rating: A+

Updated 3/14/14, 7/25/2011,5/11/11,4/30/10

Nebraska, 421 Sturgeon Bay

Proposal submitted to:
DOOR COUNTY LIBRARY/MILLER ART CENTER
ATTN: TIM
107 S. FOURTH ST.
STURGEON BAY, WI 54235

Work to be performed at:
421 NEBRASKA, ST. BAY
743-6578
746-7123

We propose to furnish the materials and labor necessary for the completion of:

PLEASE REFER TO THE DRAWING ON REVERSE WHEN REVIEWING THIS PROPOSAL.
Work to be performed on one flat roof area up to 1,290 sq. ft. shown on drawing as ROOF AREA "II" with a concrete roof deck. The existing paver ballast will be removed from the roof area and will be saved to be re-installed. The existing roof system will be torn off down to the existing roof insulation and the debris disposed of. The existing roof insulation will be inspected and any insulation/deck/ lumber/metal/structural/other repair/replacement determined necessary will be done at an additional cost above bid price listed below. When the existing roof insulation/deck seems acceptable to receive the new roof system we will a install new 50 mil. white color energy star IB CPA (superior pvc) membrane (see ibroof.com) roof system. Edge details will be done as described on the drawing. Where new metal is called for we will use standard color clad metal (with 20-year finish). Any existing roof penetrations will be properly flashed in to the new roof system. The saved pavers will be re-installed on to the new roof. The roof system will carry a 15-year membrane warranty and a 10-year workmanship warranty.

The sum of: SIX-THOUSAND, FOUR-HUNDRED & 00/100------------------$6,400.00---**UNTIL 4/15/14**

The sum of: SEVEN-THOUSAND, FORTY & 00/100----------------$7,040.00---**AS OF 4/16/14 TO 12/31/14**

NOTE: THE INSULATION LAYER(S) LISTED IN THE BID(S) ABOVE ARE SUGGESTED ONLY—THE LAYER(S) CAN BE INCREASED/DECREASED FOR MORE/LESS R-VALUE AT ADJUSTED COST IF YOU WOULD LIKE.

TERMS: **50% down upon acceptance – remaining due upon job completion.** IF APPLICABLE: Should you choose not to have new gutters installed with your roof installation we will do our best to save the existing ones. If this becomes not possible during the time of new roof installation we will replace the gutters at the price listed for doing so on this proposal or at current contractor pricing. Thank-you for the opportunity to provide you with a bid for your project! Pricing has tax included. All material to be as specified and work to be completed in a substantial workerlike manner. Some aspects of this work may be done by insured subcontractors under our supervision—i.e.: plumbing, electrical, etc. All agreements are contingent upon strikes, accidents, weather or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Coppens Metal & Roofing to carry Worker's compensation and Liability insurance. Coppens is not responsible for any mold-related problems or any structural problems. Coppens is not responsible for any conditions existing in the underlying structure of the building especially if no tear off or existing roof is performed. The person accepting this agreement understands that neither Coppens nor any of its suppliers/subs will be responsible for any damage on, near or across driveways, sidewalks, lawns, trees, shrubs, etc… as a result of large vehicles/containers driven across/placed/picked up on this project. It is the homeowner's responsibility to make all parties aware of potential problems/concerns prior to our starting this project. . No warranties on heat tape installations—heat tapes must not be criss-crossed and must be plugged directly in to GFC outlet. NOTE: Since we recycle our roofing tear-off materials, we ask that no other type of trash be added to our dumpsters and/or dump trucks. This proposal may be withdrawn if not accepted in –SEE ABOVE—days. **CORPORATION FEIN# 39-1565645**

RESPECTFULLY SUBMITTED: Robert Coppens [signature] Robert Coppens

* *

ACCEPTED BY:______________________________ DATE:______________

METAL COLOR:______________________

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. **If needed, Coppens will apply for permit**—COST OF WHICH WILL BE CHARGED TO CUSTOMER AT TIME OF INVOICING. **TO ACCEPT THIS PROPOSAL**—Sign and date on the lines above and mail or hand-deliver one original proposal to our office at 1919 Holmgren Way, Green Bay, WI. Color selections may be made at our shop on Holmgren Way from available samples. Note: We are required to inform you that we have the right to place a lien on the above property for non-payment of the bill and you have the right to request a lien waiver upon payment. A 1.5 % per month service charge will also be added to any invoices not paid in full within 30 days.

COPPENS, INC.
DBA: COPPENS METAL & ROOFING
DBA: R & R SEAMLESS GUTTERS
1919 HOLMGREN WAY
P.O. 12675
GREEN BAY, WI 54307-2675
920-498-9002 (F) 920-499-1801

Celebrating 30 Years ! Best of the Bay 2010 Finalist BBB Rating: A+
Updated 3/14/14, 7/25/2011,5/11/11,4/30/10
Nebraska, 421 Sturgeon Bay

Proposal submitted to:
DOOR COUNTY LIBRARY/MILLER ART CENTER
ATTN: TIM
107 S. FOURTH ST.
STURGEON BAY, WI 54235

Work to be performed at:
421 NEBRASKA, ST. BAY
743-6578
746-7123

We propose to furnish the materials and labor necessary for the completion of:

PLEASE REFER TO THE DRAWING ON REVERSE WHEN REVIEWING THIS PROPOSAL.
Work to be performed on one flat roof area up to 5,820 sq. ft. shown on drawing as ROOF AREA "III" with a wood roof deck. The existing roof system will be torn off down to the existing roof insulation and the debris disposed of. The existing roof insulation will be inspected and any insulation/deck/ lumber/metal/ structural/other repair/replacement determined necessary will be done at an additional cost above bid price listed below. When the existing roof insulation/deck seems acceptable to receive the new roof system we will a install new 50 mil. white color energy star IB CPA (superior pvc) membrane (see ibroof.com) roof system. Edge details will be done as described on the drawing. Where new metal is called for we will use standard color clad metal (with 20-year finish). Any existing roof penetrations will be properly flashed in to the new roof system. The roof system will carry a 15-year membrane warranty and a 10-year workmanship warranty.
Thesum of:TWENTY-EIGHT-THOUSAND,SEVEN-HUNDRED-FIFTY&00/100-$28,750.00-**UNTIL 4/15/14**
The sum of: THIRTY-ONE-THOUSAND,SIX-HUNDRED&00/100--$31,600.00—**AT 4/16/14 TO 12/31/14**
NOTE: THE INSULATION LAYER(S) LISTED IN THE BID(S) ABOVE ARE SUGGESTED ONLY—THE LAYER(S) CAN BE INCREASED/DECREASED FOR MORE/LESS R-VALUE AT ADJUSTED COST IF YOU WOULD LIKE.
TERMS: **50% down upon acceptance – remaining due upon job completion.** IF APPLICABLE: Should you choose not to have new gutters installed with your roof installation we will do our best to save the existing ones. If this becomes not possible during the time of new roof installation we will replace the gutters at the price listed for doing so on this proposal or at current contractor pricing. Thank-you for the opportunity to provide you with a bid for your project! Pricing has tax included. All material to be as specified and work to be completed in a substantial workerlike manner. Some aspects of this work may be done by insured subcontractors under our supervision—i.e.: plumbing, electrical, etc. All agreements are contingent upon strikes, accidents, weather or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Coppens Metal & Roofing to carry Worker's compensation and Liability insurance. Coppens is not responsible for any mold-related problems or any structural problems. Coppens is not responsible for any conditions existing in the underlying structure of the building especially if no tear off or existing roof is performed. The person accepting this agreement understands that neither Coppens nor any of its suppliers/subs will be responsible for any damage on, near or across driveways, sidewalks, lawns, trees, shrubs, etc… as a result of large vehicles/containers driven across/placed/picked up on this project. It is the homeowner's responsibility to make all parties aware of potential problems/concerns prior to our starting this project. . No warranties on heat tape installations—heat tapes must not be criss-crossed and must be plugged directly in to GFC outlet. NOTE: Since we recycle our roofing tear-off materials, we ask that no other type of trash be added to our dumpsters and/or dump trucks. This proposal may be withdrawn if not accepted in –SEE ABOVE—days. **CORPORATION FEIN# 39-1565645**

RESPECTFULLY SUBMITTED: ROBERT COPPENS ~~Robert Coppens~~

* *

ACCEPTED BY:______________________________ DATE:______________

METAL COLOR:______________________________

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. **If needed, Coppens will apply for permit**—COST OF WHICH WILL BE CHARGED TO CUSTOMER AT TIME OF INVOICING. **TO ACCEPT THIS PROPOSAL**—Sign and date on the lines above and mail or hand-deliver one original proposal to our office at 1919 Holmgren Way, Green Bay, WI. Color selections may be made at our shop on Holmgren Way from available samples. Note: We are required to inform you that we have the right to place a lien on the above property for non-payment of the bill and you have the right to request a lien waiver upon payment. A 1.5 % per month service charge will also be added to any invoices

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DOOR COUNTY
CAPITAL IMPROVEMENT PROJECT (CIP) FORM 2015-2019

Department: **Parks** Submitted By: **Erik Aleson**

Project Name: **John Miles Park Water Line Replacement Project** Date: **5/22/2014**

Priority: Urgent/Necessary/Growth-Related (circle one)

Description (summarized--detailed project plan, location, and justification to be attached):
Replace the existing water line servicing the 3 food stands in the mid-way at the fairgrounds.

Location (summarized--detailed project plan, location, and justification to be attached):
John Miles County Park

Justification (summarized--detailed project plan, location, and justification to be attached):
The old water line was leaking underground beyond repair so a temporary water line was necessary, which was just installed this spring, to be used until funding and design work is obtained to install the new water line.

Expenditures (in thousands) **Provide $ amounts for all years if applicable.**	*Budget 2015*	*Proposed 2016*	*Proposed 2017*	*Proposed 2018*	*Proposed 2019*
Building Construction/Remodeling/Purchase	-	-	-	-	-
Road Construction/Maintenance	**75,000**		-	-	-
Equipment Purchase	-	-	-	-	-
TOTAL	**75,000**	-	-	-	-

(Note: The oversight committee is to recommend the funding source before moving the C.I.P. forward.)

Funding Source (in thousands) **Provide $ amounts for all years if applicable.**	*Budget 2015*	*Proposed 2016*	*Proposed 2017*	*Proposed 2018*	*Proposed 2019*
Long Term Financing (15 years to 25 years)	-	-	-	-	-
Short Term Financing (60 days)	-	-	-	-	-
Federal/State Aids (describe)		-	-	-	-
Tax Levy	**75,000**		-	-	-
Other (prior year carryover)			-	-	-
TOTAL	**75,000**	-	-	-	-

(all columns are formatted--just enter the amounts with no decimals)

***We are currently exploring cost sharing this project with Sturgeon Bay Utilities.**

DOOR COUNTY
CAPITAL IMPROVEMENT PROJECT (CIP) FORM 2015-2019

Department: **Parks** Submitted By: **Erik Aleson**

Project Name: **Cave Point Parking Addition** Date: **5/22/2014**

Priority: Urgent/Necessary/Growth-Related (circle one)

Description (summarized--detailed project plan, location, and justification to be attached):
Build a 50+ vehicle parking loop west of existing road

Location (summarized--detailed project plan, location, and justification to be attached):
Cave Point County Park

Justification (summarized--detailed project plan, location, and justification to be attached):
Currently over 250,000 visitors use Cave Point Park annually. Existing parking facilities are limited. Additional, offroad facilities will provide safer parking and limit congestion on main road.

Expenditures (in thousands) **Provide $ amounts for all years if applicable.**	***Budget 2015***	***Proposed 2016***	***Proposed 2017***	***Proposed 2018***	***Proposed 2019***
Building Construction/Remodeling/Purchase	-	-	-	-	-
Road Construction/Maintenance	**70,000**	**70,000**	-	-	-
Equipment Purchase	-	-	-	-	-
TOTAL	**70,000**	**70,000**	-	-	-

(Note: The oversight committee is to recommend the funding source before moving the C.I.P. forward.)

Funding Source (in thousands) **Provide $ amounts for all years if applicable.**	***Budget 2015***	***Proposed 2016***	***Proposed 2017***	***Proposed 2018***	***Proposed 2019***
Long Term Financing (15 years to 25 years)	-	-	-	-	-
Short Term Financing (60 days)	-	-	-	-	-
Federal/State Aids (describe)		-	-	-	-
Tax Levy	**65,000**	**70,000**	-	-	-
Other (prior year carryover)	55,000	120,000	-	-	-
TOTAL	**120,000**	**190,000**	-	-	-

(all columns are formatted--just enter the amounts with no decimals)

***A Matching DNR Stewardship grant will be applied for. If obtained, then the 2016 and a portion of the 2015 budgeted dollars will not be necessary!**

DOOR COUNTY
CAPITAL IMPROVEMENT PROJECT (CIP) F FORM 2014-2018

Department: **Human Services** Submitted By: **Joe Krebsbach**

Project Name: **Senior Resource Center / ADRC Project 01-023-01** Date: **5/8/2014**

Priority: Urgent/Necessary **Aging building and Growth Related**

Description (summarized--detailed project plan, location, and justification to be attached):
Option 1 - Remodeling / new addition to house both SRC and ADRC, or
Option 2 - New construction to house both the Sr. Resource Center and ADRC. 15,000 sq. ft x $ 160 sq. ft = $ 2,400,000

Location (summarized--detailed project plan, location, and justification to be attached):
Option 1 - Current SRC location on N. 14th Avenue, Sturgeon Bay, or
Option 2 - Justice Center property, Sturgeon Bay

Justification (summarized--detailed project plan, location, and justification to be attached): **SEE DETAILS**
SRC - major repairs needed. Insufficient space in current building.

Expenditures (in thousands) **Provide $ amounts for all years if applicable.**	***Budget 2015***	***Proposed 2016***	***Proposed 2017***	***Proposed 2018***	***Proposed 2019***
Building Construction/Remodeling/Purchase	*1,200,000*	*1,200,000*	-	-	-
Road Construction/Maintenance	-	-	-	-	-
Equipment Purchase	-	-	-	-	-
TOTAL	*1,200,000*	*1,200,000*	-	-	-

(Note: The oversight committee is to recommend the funding source before moving the C.I.P. forward.)

Funding Source (in thousands) **Provide $ amounts for all years if applicable.**	***Budget 2015***	***Proposed 2016***	***Proposed 2017***	***Proposed 2018***	***Proposed 2019***
Long Term Financing (15 years to 25 years)	*1,200,000*	*1,200,000*	-	-	-
Short Term Financing (60 days)	-	-	-	-	-
Federal/State Aids (describe)	-	-	-	-	-
Tax Levy	-	-	-	-	-
Other (prior year carryover)	-	-	-	-	-
TOTAL	*1,200,000*	*1,200,000*	-	-	-

(all columns are formatted--just enter the amounts with no decimals)

DOOR COUNTY DEPARTMENT OF HUMAN SERVICES
421 Nebraska Street
Sturgeon Bay WI 54235
Main Line: 920-746-7155

Joseph Krebsbach, Director
1st Floor Fax: 920-746-2355
2nd Floor Fax: 920-746-2349
dhs@co.door.wi.us

ADDITIONAL DETAILS

Senior Resource Center / ADRC Project

2015 – 2019Door County Capital Improvements Plan (CIP)
Project ID #: 01-023-01

Project History

In 2010 and 2011 the Ad Hock Resource Center Building Committee looked at space needs and recommendations for the Senior Center, Aging and Disability Resource Center (ADRC) and the Public Health Department. No actions were taken at that time. The Ad Hock Committee was dissolved on 5/22/12; and it was decided that any further work on this proposed project would be handled by the County's Property Committee.

Further related actions by the County Board;

- ✓ Resolution 2012 – 48, Provided Startup Funds for the ADRC. Just under $60,000.00 was used, most of which was related to remodeling and furniture to make room for the ADRC staff.
- ✓ Resolution No. 2013-04 on 01/29/13 setting aside $300,000 in a segregated account for Senior Resource Center Future Projects.

Current Status

The reminder of the approved ADRC startup funding has been returned to the general fund. In May, we are requesting $15,000 from the money set aside in resolution No. 2013-04 to be used to move the ADRC staff into the Senior Center. The Department of Human Services has been operating the ADRC for the past 16 months. The current managers of the ADRC and Senior Center have figured out how to make our existing space work. The need for this move is to enhance services to our seniors. We also believe it will eliminate some inefficiency we currently have.

At the moment, the Senior Resource Center is a viable building to conduct our county business. However, the building continues to age and at some point if we do nothing but surface repairs, we will have major work and cost associated with that building.

Suggestions/Request

We are suggesting that the County Board puts a revision project on the pending CIP Plan for 2015 and beyond. It is further suggested that we begin putting aside funding for this need before we are in a "must do" situation.

- ✓ An approximate cost for the project has been included on the CIP form for 2015 – 2019, to keep the relative size of the project in perspective for future capital projects planning. These figures are offered as placeholders only that will need to be adjusted in future years to reflect changing costs.
- ✓ Only the Senior Resource Center / ADRC portions of this project need to remain in the CIP plan at this point.

Preliminary approval of this CIP Plan:

- ✓ *The CIP plan as described here will be presented to the Human Services Board for their review and approval at their 5/20/14 regular meeting.*

Submitted by:

Joseph Krebsbach – Director – Door County Department of Human Services

SEE ALSO 2014 – 2018 CAPITAL IMPROVEMENTS PLAN SUMMARY SHEET.

BONDING INFORMATION FOR ELIGIBLE PROJECTS

Information Only – Not a Recommendation or Suggestion!

This section contains bonding/borrowing amortization schedules for projects that could qualify as eligible for long term or short term financing.

Door County — Dark Fiber Only

$2,785,000 G.O. Bonds - 5 year option
Dated March 1, 2015
Assumes sale of 6/30/14 + .50

Sources & Uses

Dated 03/01/2015 | Delivered 03/01/2015

Sources Of Funds	
Par Amount of Bonds	$2,785,000.00
Total Sources	**$2,785,000.00**

Uses Of Funds	
Total Underwriter's Discount (0.500%)	13,925.00
Financial Advisor	20,600.00
Bond Counsel	10,000.00
Rating Agency Fee	10,500.00
Deposit to Capitalized Interest (CIF) Fund	18,902.50
Deposit to Project Construction Fund	2,708,500.00
Rounding Amount	2,572.50
Total Uses	**$2,785,000.00**

Door County — Dark Fiber Only

$2,785,000 G.O. Bonds - 5 year option
Dated March 1, 2015
Assumes sale of 6/30/14 + .50

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
03/01/2015	-	-	-	-	-
09/01/2015	-	-	18,902.50	18,902.50	18,902.50
03/01/2016	545,000.00	0.800%	18,902.50	563,902.50	-
09/01/2016	-	-	16,722.50	16,722.50	580,625.00
03/01/2017	550,000.00	1.000%	16,722.50	566,722.50	-
09/01/2017	-	-	13,972.50	13,972.50	580,695.00
03/01/2018	555,000.00	1.350%	13,972.50	568,972.50	-
09/01/2018	-	-	10,226.25	10,226.25	579,198.75
03/01/2019	560,000.00	1.650%	10,226.25	570,226.25	-
09/01/2019	-	-	5,606.25	5,606.25	575,832.50
03/01/2020	575,000.00	1.950%	5,606.25	580,606.25	-
09/01/2020	-	-	-	-	580,606.25
Total	**$2,785,000.00**	-	**$130,860.00**	**$2,915,860.00**	-

Yield Statistics

Bond Year Dollars	$8,425.00
Average Life	3.025 Years
Average Coupon	1.5532344%
Net Interest Cost (NIC)	1.7185163%
True Interest Cost (TIC)	1.7205453%
Bond Yield for Arbitrage Purposes	1.5496568%
All Inclusive Cost (AIC)	2.2320226%

IRS Form 8038

Net Interest Cost	1.5532344%
Weighted Average Maturity	3.025 Years

Door County — Dark Fiber Only

$2,810,000 G.O. Bonds - 10 year option
Dated March 1, 2015
Assumes sale of 6/30/14 + .50

Sources & Uses

Dated 03/01/2015 | Delivered 03/01/2015

Sources Of Funds

Par Amount of Bonds	$2,810,000.00
Total Sources	**$2,810,000.00**

Uses Of Funds

Total Underwriter's Discount (1.000%)	28,100.00
Financial Advisor	20,600.00
Bond Counsel	10,000.00
Rating Agency Fee	10,500.00
Deposit to Capitalized Interest (CIF) Fund	28,157.50
Deposit to Project Construction Fund	2,708,500.00
Rounding Amount	4,142.50
Total Uses	**$2,810,000.00**

Door County — Dark Fiber Only

$2,810,000 G.O. Bonds - 10 year option
Dated March 1, 2015
Assumes sale of 6/30/14 + .50

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
03/01/2015	-	-	-	-	-
09/01/2015	-	-	28,157.50	28,157.50	28,157.50
03/01/2016	260,000.00	0.800%	28,157.50	288,157.50	-
09/01/2016	-	-	27,117.50	27,117.50	315,275.00
03/01/2017	265,000.00	1.000%	27,117.50	292,117.50	-
09/01/2017	-	-	25,792.50	25,792.50	317,910.00
03/01/2018	265,000.00	1.350%	25,792.50	290,792.50	-
09/01/2018	-	-	24,003.75	24,003.75	314,796.25
03/01/2019	270,000.00	1.650%	24,003.75	294,003.75	-
09/01/2019	-	-	21,776.25	21,776.25	315,780.00
03/01/2020	275,000.00	1.950%	21,776.25	296,776.25	-
09/01/2020	-	-	19,095.00	19,095.00	315,871.25
03/01/2021	280,000.00	2.200%	19,095.00	299,095.00	-
09/01/2021	-	-	16,015.00	16,015.00	315,110.00
03/01/2022	285,000.00	2.450%	16,015.00	301,015.00	-
09/01/2022	-	-	12,523.75	12,523.75	313,538.75
03/01/2023	295,000.00	2.600%	12,523.75	307,523.75	-
09/01/2023	-	-	8,688.75	8,688.75	316,212.50
03/01/2024	305,000.00	2.750%	8,688.75	313,688.75	-
09/01/2024	-	-	4,495.00	4,495.00	318,183.75
03/01/2025	310,000.00	2.900%	4,495.00	314,495.00	-
09/01/2025	-	-	-	-	314,495.00
Total	**$2,810,000.00**	-	**$375,330.00**	**$3,185,330.00**	-

Yield Statistics

Bond Year Dollars	$15,920.00
Average Life	5.665 Years
Average Coupon	2.3576005%
Net Interest Cost (NIC)	2.5341080%
True Interest Cost (TIC)	2.5354099%
Bond Yield for Arbitrage Purposes	2.3426700%
All Inclusive Cost (AIC)	2.8222604%

IRS Form 8038

Net Interest Cost	2.3576005%
Weighted Average Maturity	5.665 Years

Door County — Dark Fiber Only

$2,820,000 G.O. Bonds - 15 year option
Dated March 1, 2015
Assumes sale of 6/30/14 + .50

Sources & Uses

Dated 03/01/2015 | Delivered 03/01/2015

Sources Of Funds	
Par Amount of Bonds	$2,820,000.00
Total Sources	**$2,820,000.00**

Uses Of Funds	
Total Underwriter's Discount (1.100%)	31,020.00
Financial Advisor	20,600.00
Bond Counsel	10,000.00
Rating Agency Fee	10,500.00
Deposit to Capitalized Interest (CIF) Fund	34,686.25
Deposit to Project Construction Fund	2,708,500.00
Rounding Amount	4,693.75
Total Uses	**$2,820,000.00**

Door County — Dark Fiber Only

$2,820,000 G.O. Bonds - 15 year option
Dated March 1, 2015
Assumes sale of 6/30/14 + .50

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
03/01/2015	-	-	-	-	-
09/01/2015	-	-	34,686.25	34,686.25	34,686.25
03/01/2016	160,000.00	0.800%	34,686.25	194,686.25	-
09/01/2016	-	-	34,046.25	34,046.25	228,732.50
03/01/2017	165,000.00	1.000%	34,046.25	199,046.25	-
09/01/2017	-	-	33,221.25	33,221.25	232,267.50
03/01/2018	165,000.00	1.350%	33,221.25	198,221.25	-
09/01/2018	-	-	32,107.50	32,107.50	230,328.75
03/01/2019	170,000.00	1.650%	32,107.50	202,107.50	-
09/01/2019	-	-	30,705.00	30,705.00	232,812.50
03/01/2020	170,000.00	1.950%	30,705.00	200,705.00	-
09/01/2020	-	-	29,047.50	29,047.50	229,752.50
03/01/2021	175,000.00	2.200%	29,047.50	204,047.50	-
09/01/2021	-	-	27,122.50	27,122.50	231,170.00
03/01/2022	180,000.00	2.450%	27,122.50	207,122.50	-
09/01/2022	-	-	24,917.50	24,917.50	232,040.00
03/01/2023	185,000.00	2.600%	24,917.50	209,917.50	-
09/01/2023	-	-	22,512.50	22,512.50	232,430.00
03/01/2024	190,000.00	2.750%	22,512.50	212,512.50	-
09/01/2024	-	-	19,900.00	19,900.00	232,412.50
03/01/2025	195,000.00	2.900%	19,900.00	214,900.00	-
09/01/2025	-	-	17,072.50	17,072.50	231,972.50
03/01/2026	200,000.00	3.000%	17,072.50	217,072.50	-
09/01/2026	-	-	14,072.50	14,072.50	231,145.00
03/01/2027	205,000.00	3.100%	14,072.50	219,072.50	-
09/01/2027	-	-	10,895.00	10,895.00	229,967.50
03/01/2028	215,000.00	3.200%	10,895.00	225,895.00	-
09/01/2028	-	-	7,455.00	7,455.00	233,350.00
03/01/2029	220,000.00	3.300%	7,455.00	227,455.00	-
09/01/2029	-	-	3,825.00	3,825.00	231,280.00
03/01/2030	225,000.00	3.400%	3,825.00	228,825.00	-
09/01/2030	-	-	-	-	228,825.00
Total	**$2,820,000.00**	-	**$683,172.50**	**$3,503,172.50**	-

Yield Statistics

Bond Year Dollars	$23,875.00
Average Life	8.466 Years
Average Coupon	2.8614555%
Net Interest Cost (NIC)	2.9913822%
True Interest Cost (TIC)	2.9859218%
Bond Yield for Arbitrage Purposes	2.8348623%
All Inclusive Cost (AIC)	3.1897480%

IRS Form 8038

Net Interest Cost	2.8614555%
Weighted Average Maturity	8.466 Years

Door County

SRC Only

$2,475,000 G.O. Bonds - 5 year option
Dated March 1, 2015
Assumes sale of 6/30/14 + .50

Sources & Uses

Dated 03/01/2015 | Delivered 03/01/2015

Sources Of Funds

Par Amount of Bonds	$2,475,000.00
Total Sources	**$2,475,000.00**

Uses Of Funds

Total Underwriter's Discount (0.500%)	12,375.00
Financial Advisor	20,400.00
Bond Counsel	10,000.00
Rating Agency Fee	10,500.00
Deposit to Capitalized Interest (CIF) Fund	16,803.75
Deposit to Project Construction Fund	2,400,000.00
Rounding Amount	4,921.25
Total Uses	**$2,475,000.00**

Door County SRC Only

$2,475,000 G.O. Bonds - 5 year option
Dated March 1, 2015
Assumes sale of 6/30/14 + .50

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
03/01/2015	-	-	-	-	-
09/01/2015	-	-	16,803.75	16,803.75	16,803.75
03/01/2016	485,000.00	0.800%	16,803.75	501,803.75	-
09/01/2016	-	-	14,863.75	14,863.75	516,667.50
03/01/2017	485,000.00	1.000%	14,863.75	499,863.75	-
09/01/2017	-	-	12,438.75	12,438.75	512,302.50
03/01/2018	495,000.00	1.350%	12,438.75	507,438.75	-
09/01/2018	-	-	9,097.50	9,097.50	516,536.25
03/01/2019	500,000.00	1.650%	9,097.50	509,097.50	-
09/01/2019	-	-	4,972.50	4,972.50	514,070.00
03/01/2020	510,000.00	1.950%	4,972.50	514,972.50	-
09/01/2020	-	-	-	-	514,972.50
Total	**$2,475,000.00**	-	**$116,352.50**	**$2,591,352.50**	-

Yield Statistics

Bond Year Dollars	$7,490.00
Average Life	3.026 Years
Average Coupon	1.5534379%
Net Interest Cost (NIC)	1.7186582%
True Interest Cost (TIC)	1.7206956%
Bond Yield for Arbitrage Purposes	1.5498686%
All Inclusive Cost (AIC)	2.2939515%

IRS Form 8038

Net Interest Cost	1.5534379%
Weighted Average Maturity	3.026 Years

Door County

SRC Only

$2,495,000 G.O. Bonds - 10 year option
Dated March 1, 2015
Assumes sale of 6/30/14 + .50

Sources & Uses

Dated 03/01/2015 | Delivered 03/01/2015

Sources Of Funds

Par Amount of Bonds	$2,495,000.00
Total Sources	**$2,495,000.00**

Uses Of Funds

Total Underwriter's Discount (1.000%)	24,950.00
Financial Advisor	20,400.00
Bond Counsel	10,000.00
Rating Agency Fee	10,500.00
Deposit to Capitalized Interest (CIF) Fund	25,003.75
Deposit to Project Construction Fund	2,400,000.00
Rounding Amount	4,146.25
Total Uses	**$2,495,000.00**

Door County

SRC Only

$2,495,000 G.O. Bonds - 10 year option
Dated March 1, 2015
Assumes sale of 6/30/14 + .50

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
03/01/2015	-	-	-	-	-
09/01/2015	-	-	25,003.75	25,003.75	25,003.75
03/01/2016	230,000.00	0.800%	25,003.75	255,003.75	-
09/01/2016	-	-	24,083.75	24,083.75	279,087.50
03/01/2017	235,000.00	1.000%	24,083.75	259,083.75	-
09/01/2017	-	-	22,908.75	22,908.75	281,992.50
03/01/2018	235,000.00	1.350%	22,908.75	257,908.75	-
09/01/2018	-	-	21,322.50	21,322.50	279,231.25
03/01/2019	240,000.00	1.650%	21,322.50	261,322.50	-
09/01/2019	-	-	19,342.50	19,342.50	280,665.00
03/01/2020	245,000.00	1.950%	19,342.50	264,342.50	-
09/01/2020	-	-	16,953.75	16,953.75	281,296.25
03/01/2021	250,000.00	2.200%	16,953.75	266,953.75	-
09/01/2021	-	-	14,203.75	14,203.75	281,157.50
03/01/2022	255,000.00	2.450%	14,203.75	269,203.75	-
09/01/2022	-	-	11,080.00	11,080.00	280,283.75
03/01/2023	260,000.00	2.600%	11,080.00	271,080.00	-
09/01/2023	-	-	7,700.00	7,700.00	278,780.00
03/01/2024	270,000.00	2.750%	7,700.00	277,700.00	-
09/01/2024	-	-	3,987.50	3,987.50	281,687.50
03/01/2025	275,000.00	2.900%	3,987.50	278,987.50	-
09/01/2025	-	-	-	-	278,987.50
Total	**$2,495,000.00**	-	**$333,172.50**	**$2,828,172.50**	-

Yield Statistics

Bond Year Dollars	$14,135.00
Average Life	5.665 Years
Average Coupon	2.3570746%
Net Interest Cost (NIC)	2.5335868%
True Interest Cost (TIC)	2.5349003%
Bond Yield for Arbitrage Purposes	2.3421649%
All Inclusive Cost (AIC)	2.8567908%

IRS Form 8038

Net Interest Cost	2.3570746%
Weighted Average Maturity	5.665 Years

Door County SRC Only

$2,500,000 G.O. Bonds n- 15 year option
Dated March 1, 2015
Assumes sale of 6/30/14 + .50

Sources & Uses

Dated 03/01/2015 | Delivered 03/01/2015

Sources Of Funds	
Par Amount of Bonds	$2,500,000.00
Total Sources	**$2,500,000.00**

Uses Of Funds	
Total Underwriter's Discount (1.100%)	27,500.00
Financial Advisor	20,400.00
Bond Counsel	10,000.00
Rating Agency Fee	10,500.00
Deposit to Capitalized Interest (CIF) Fund	30,746.25
Deposit to Project Construction Fund	2,400,000.00
Rounding Amount	853.75
Total Uses	**$2,500,000.00**

Door County SRC Only

$2,500,000 G.O. Bonds n- 15 year option
Dated March 1, 2015
Assumes sale of 6/30/14 + .50

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
03/01/2015	-	-	-	-	-
09/01/2015	-	-	30,746.25	30,746.25	30,746.25
03/01/2016	145,000.00	0.800%	30,746.25	175,746.25	-
09/01/2016	-	-	30,166.25	30,166.25	205,912.50
03/01/2017	145,000.00	1.000%	30,166.25	175,166.25	-
09/01/2017	-	-	29,441.25	29,441.25	204,607.50
03/01/2018	145,000.00	1.350%	29,441.25	174,441.25	-
09/01/2018	-	-	28,462.50	28,462.50	202,903.75
03/01/2019	150,000.00	1.650%	28,462.50	178,462.50	-
09/01/2019	-	-	27,225.00	27,225.00	205,687.50
03/01/2020	150,000.00	1.950%	27,225.00	177,225.00	-
09/01/2020	-	-	25,762.50	25,762.50	202,987.50
03/01/2021	155,000.00	2.200%	25,762.50	180,762.50	-
09/01/2021	-	-	24,057.50	24,057.50	204,820.00
03/01/2022	160,000.00	2.450%	24,057.50	184,057.50	-
09/01/2022	-	-	22,097.50	22,097.50	206,155.00
03/01/2023	165,000.00	2.600%	22,097.50	187,097.50	-
09/01/2023	-	-	19,952.50	19,952.50	207,050.00
03/01/2024	170,000.00	2.750%	19,952.50	189,952.50	-
09/01/2024	-	-	17,615.00	17,615.00	207,567.50
03/01/2025	170,000.00	2.900%	17,615.00	187,615.00	-
09/01/2025	-	-	15,150.00	15,150.00	202,765.00
03/01/2026	175,000.00	3.000%	15,150.00	190,150.00	-
09/01/2026	-	-	12,525.00	12,525.00	202,675.00
03/01/2027	185,000.00	3.100%	12,525.00	197,525.00	-
09/01/2027	-	-	9,657.50	9,657.50	207,182.50
03/01/2028	190,000.00	3.200%	9,657.50	199,657.50	-
09/01/2028	-	-	6,617.50	6,617.50	206,275.00
03/01/2029	195,000.00	3.300%	6,617.50	201,617.50	-
09/01/2029	-	-	3,400.00	3,400.00	205,017.50
03/01/2030	200,000.00	3.400%	3,400.00	203,400.00	-
09/01/2030	-	-	-	-	203,400.00
Total	**$2,500,000.00**	-	**$605,752.50**	**$3,105,752.50**	-

Yield Statistics

Bond Year Dollars	$21,165.00
Average Life	8.466 Years
Average Coupon	2.8620482%
Net Interest Cost (NIC)	2.9919797%
True Interest Cost (TIC)	2.9865471%
Bond Yield for Arbitrage Purposes	2.8354677%
All Inclusive Cost (AIC)	3.2156721%

IRS Form 8038

Net Interest Cost	2.8620482%
Weighted Average Maturity	8.466 Years

Door County SRC & Dark Fiber

$5,225,000 G.O. Bonds - 5 year option
Dated March 1, 2015
Assumes sale of 6/30/14 + .50

Sources & Uses

Dated 03/01/2015 | Delivered 03/01/2015

Sources Of Funds

Par Amount of Bonds	$5,225,000.00
Total Sources	**$5,225,000.00**

Uses Of Funds

Total Underwriter's Discount (0.500%)	26,125.00
Financial Advisor	26,600.00
Bond Counsel	12,000.00
Rating Agency Fee	13,000.00
Deposit to Capitalized Interest (CIF) Fund	35,476.25
Deposit to Project Construction Fund	5,108,500.00
Rounding Amount	3,298.75
Total Uses	**$5,225,000.00**

Door County — SRC & Dark Fiber

$5,225,000 G.O. Bonds - 5 year option
Dated March 1, 2015
Assumes sale of 6/30/14 + .50

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
03/01/2015	-	-	-	-	-
09/01/2015	-	-	35,476.25	35,476.25	35,476.25
03/01/2016	1,020,000.00	0.800%	35,476.25	1,055,476.25	-
09/01/2016	-	-	31,396.25	31,396.25	1,086,872.50
03/01/2017	1,030,000.00	1.000%	31,396.25	1,061,396.25	-
09/01/2017	-	-	26,246.25	26,246.25	1,087,642.50
03/01/2018	1,040,000.00	1.350%	26,246.25	1,066,246.25	-
09/01/2018	-	-	19,226.25	19,226.25	1,085,472.50
03/01/2019	1,060,000.00	1.650%	19,226.25	1,079,226.25	-
09/01/2019	-	-	10,481.25	10,481.25	1,089,707.50
03/01/2020	1,075,000.00	1.950%	10,481.25	1,085,481.25	-
09/01/2020	-	-	-	-	1,085,481.25
Total	**$5,225,000.00**	-	**$245,652.50**	**$5,470,652.50**	-

Yield Statistics

Bond Year Dollars	$15,815.00
Average Life	3.027 Years
Average Coupon	1.5532880%
Net Interest Cost (NIC)	1.7184793%
True Interest Cost (TIC)	1.7205169%
Bond Yield for Arbitrage Purposes	1.5497208%
All Inclusive Cost (AIC)	2.0614161%

IRS Form 8038

Net Interest Cost	1.5532880%
Weighted Average Maturity	3.027 Years

Door County SRC & Dark Fiber

$5,270,000 G.O. Bonds - 10 year Option
Dated March 1, 2015
Assumes sale of 6/30/14 + .50

Sources & Uses

Dated 03/01/2015 | Delivered 03/01/2015

Sources Of Funds

Par Amount of Bonds	$5,270,000.00
Total Sources	**$5,270,000.00**

Uses Of Funds

Total Underwriter's Discount (1.000%)	52,700.00
Financial Advisor	26,600.00
Bond Counsel	12,000.00
Rating Agency Fee	13,000.00
Deposit to Capitalized Interest (CIF) Fund	52,788.75
Deposit to Project Construction Fund	5,108,500.00
Rounding Amount	4,411.25
Total Uses	**$5,270,000.00**

Door County SRC & Dark Fiber

$5,270,000 G.O. Bonds - 10 year Option
Dated March 1, 2015
Assumes sale of 6/30/14 + .50

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
03/01/2015	-	-	-	-	-
09/01/2015	-	-	52,788.75	52,788.75	52,788.75
03/01/2016	490,000.00	0.800%	52,788.75	542,788.75	-
09/01/2016	-	-	50,828.75	50,828.75	593,617.50
03/01/2017	495,000.00	1.000%	50,828.75	545,828.75	-
09/01/2017	-	-	48,353.75	48,353.75	594,182.50
03/01/2018	500,000.00	1.350%	48,353.75	548,353.75	-
09/01/2018	-	-	44,978.75	44,978.75	593,332.50
03/01/2019	505,000.00	1.650%	44,978.75	549,978.75	-
09/01/2019	-	-	40,812.50	40,812.50	590,791.25
03/01/2020	515,000.00	1.950%	40,812.50	555,812.50	-
09/01/2020	-	-	35,791.25	35,791.25	591,603.75
03/01/2021	525,000.00	2.200%	35,791.25	560,791.25	-
09/01/2021	-	-	30,016.25	30,016.25	590,807.50
03/01/2022	540,000.00	2.450%	30,016.25	570,016.25	-
09/01/2022	-	-	23,401.25	23,401.25	593,417.50
03/01/2023	550,000.00	2.600%	23,401.25	573,401.25	-
09/01/2023	-	-	16,251.25	16,251.25	589,652.50
03/01/2024	565,000.00	2.750%	16,251.25	581,251.25	-
09/01/2024	-	-	8,482.50	8,482.50	589,733.75
03/01/2025	585,000.00	2.900%	8,482.50	593,482.50	-
09/01/2025	-	-	-	-	593,482.50
Total	**$5,270,000.00**	-	**$703,410.00**	**$5,973,410.00**	-

Yield Statistics

Bond Year Dollars	$29,840.00
Average Life	5.662 Years
Average Coupon	2.3572721%
Net Interest Cost (NIC)	2.5338807%
True Interest Cost (TIC)	2.5351710%
Bond Yield for Arbitrage Purposes	2.3423275%
All Inclusive Cost (AIC)	2.7266395%

IRS Form 8038

Net Interest Cost	2.3572721%
Weighted Average Maturity	5.662 Years

Door County — Dark Fiber & SRC

$5,285,000 G.O. Bonds - 15 year Option
Dated March 1, 2015
Assumes sale of 6/30/14 + .50

Sources & Uses

Dated 03/01/2015 | Delivered 03/01/2015

Sources Of Funds

Par Amount of Bonds	$5,285,000.00
Total Sources	**$5,285,000.00**

Uses Of Funds

Total Underwriter's Discount (1.100%)	58,135.00
Financial Advisor	26,600.00
Bond Counsel	12,000.00
Rating Agency Fee	13,000.00
Deposit to Capitalized Interest (CIF) Fund	64,956.25
Deposit to Project Construction Fund	5,108,500.00
Rounding Amount	1,808.75
Total Uses	**$5,285,000.00**

Door County — Dark Fiber & SRC

$5,285,000 G.O. Bonds - 15 year Option
Dated March 1, 2015
Assumes sale of 6/30/14 + .50

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
03/01/2015	-	-	-	-	-
09/01/2015	-	-	64,956.25	64,956.25	64,956.25
03/01/2016	305,000.00	0.800%	64,956.25	369,956.25	-
09/01/2016	-	-	63,736.25	63,736.25	433,692.50
03/01/2017	310,000.00	1.000%	63,736.25	373,736.25	-
09/01/2017	-	-	62,186.25	62,186.25	435,922.50
03/01/2018	310,000.00	1.350%	62,186.25	372,186.25	-
09/01/2018	-	-	60,093.75	60,093.75	432,280.00
03/01/2019	315,000.00	1.650%	60,093.75	375,093.75	-
09/01/2019	-	-	57,495.00	57,495.00	432,588.75
03/01/2020	320,000.00	1.950%	57,495.00	377,495.00	-
09/01/2020	-	-	54,375.00	54,375.00	431,870.00
03/01/2021	330,000.00	2.200%	54,375.00	384,375.00	-
09/01/2021	-	-	50,745.00	50,745.00	435,120.00
03/01/2022	335,000.00	2.450%	50,745.00	385,745.00	-
09/01/2022	-	-	46,641.25	46,641.25	432,386.25
03/01/2023	345,000.00	2.600%	46,641.25	391,641.25	-
09/01/2023	-	-	42,156.25	42,156.25	433,797.50
03/01/2024	355,000.00	2.750%	42,156.25	397,156.25	-
09/01/2024	-	-	37,275.00	37,275.00	434,431.25
03/01/2025	365,000.00	2.900%	37,275.00	402,275.00	-
09/01/2025	-	-	31,982.50	31,982.50	434,257.50
03/01/2026	375,000.00	3.000%	31,982.50	406,982.50	-
09/01/2026	-	-	26,357.50	26,357.50	433,340.00
03/01/2027	385,000.00	3.100%	26,357.50	411,357.50	-
09/01/2027	-	-	20,390.00	20,390.00	431,747.50
03/01/2028	400,000.00	3.200%	20,390.00	420,390.00	-
09/01/2028	-	-	13,990.00	13,990.00	434,380.00
03/01/2029	410,000.00	3.300%	13,990.00	423,990.00	-
09/01/2029	-	-	7,225.00	7,225.00	431,215.00
03/01/2030	425,000.00	3.400%	7,225.00	432,225.00	-
09/01/2030	-	-	-	-	432,225.00
Total	**$5,285,000.00**	-	**$1,279,210.00**	**$6,564,210.00**	-

Yield Statistics

Bond Year Dollars	$44,705.00
Average Life	8.459 Years
Average Coupon	2.8614473%
Net Interest Cost (NIC)	2.9914886%
True Interest Cost (TIC)	2.9859865%
Bond Yield for Arbitrage Purposes	2.8347937%
All Inclusive Cost (AIC)	3.1221802%

IRS Form 8038

Net Interest Cost	2.8614473%
Weighted Average Maturity	8.459 Years

DOOR COUNTY, WISCONSIN

CAPITAL IMPROVEMENTS PLAN POLICY AND PROCEDURES

Adopted by County Board

May 22, 2007

Resolution 2007-38

Door County Capital Improvements Plan (CIP) Policy and Procedures

INTRODUCTION AND PURPOSE

Introduction

The Door County Capital Improvements Plan (CIP) is a schedule of qualifying capital outlay and major County projects expected to be considered during the next five years. The plan represents the comprehensive prioritization of long-range capital needed to protect existing investments, replace assets that have outlived their usefulness, or meet the changing needs of the County. An effective capital improvements plan will provide the basic foundation for an effective decision making process.

Purpose

The purpose of a CIP is to provide a schedule of projects, which may or should be considered for funding over the next 5 years. It is a planning document. Therefore, inclusion of a project in the CIP does not guarantee it will be funded (i.e. not "set in stone").

There are several reasons for this CIP process. (1) A CIP sets a realistic schedule of capital improvements that can be implemented within the limits of the County's financial resources. (2) It is a mechanism for departments to identify potential projects and provide justification for their need to the County Administrator. Projects can be evaluated from a long-term perspective rather than satisfying immediate need. (3) The plan also services as a conduit of information from the various departments to the County Board. (4) It can be a comprehensive document that not only provides continuity in financial decisions but connects long term planning to the annual budget process for major projects. (5) A successful CIP can stabilize the tax levy over time and effectively match future expenditures with the capacity to pay for them in a given time frame. (6) Improving public awareness about future needs is another valuable objective of a CIP.

THE PROCESS AND PROCEDURE

Coordination

The capital improvements plan process involves bringing together people and information from nearly all areas of County Government. Because of the scope of this effort, the coordination of the process is extremely important. The Finance Director will make sure that the necessary data and information is collected and assembled into a reviewable format, and to take primary responsibility for drafting the CIP for review by the County Administrator.

Department Requests

Each department head will compile and submit their proposed projects for the CIP on the capital improvements request form provided (Addendum A). Descriptions of proposed projects, brief justifications for the projects, and identification of the suggested sources of funds to pay for the projects are to be included on this form. Each department head is responsible for having ***their oversight committee review and approve*** all capital item requests prior to submitting them to the Finance Director for inclusion in the CIP.

Determination of Capital Items

For the purposes of the CIP, a capital asset ***to be included*** in a CIP is defined as: (1) an expenditure that is for a county department or operation; (2) generally non-recurring; (3) has a cost over **$50,000**; and (4) has a service life of ***five (5)*** years or greater.

Capital assets or outlay with an individual cost of **$5,000 to $50,000** will be considered non-major capital, will not be included in the CIP plan and will be handled routinely during the budget process as non-major capital outlay. All non-major capital requests will be requested in the same manner as those that qualify for CIP. Examples of three broad categories are defined as follows:

Buildings – New construction or major rehabilitation of buildings;

Equipment – Rolling stock (i.e. automobiles, vans, trucks), large equipment such as computer servers, air conditioners, telephone networks, and software (Vehicle replacements are exempt from these criteria but will be included in the non-major capital request listing);

Improvements – Minor building rehabilitation, land purchases, highway resurfacing etc.

Criteria

The County Administrator and Finance Director will go through a screening process. There are two levels of screening that will be used. The first level will identify (1) if there is statutory authority for the County to expend funds on the project, (2) if there is sufficient county wide impact, and (3) if the sponsoring agency is maximizing all other avenues for funding. The second level will examine the project to identify how effectively it meets the overall goals of the County. If a project meets these screening criteria, then it can be ranked in the CIP process. If the project does not meet the screening criteria, the requesting agency will be told where its

application is deficient and if a revised request may be resubmitted.

FUNDING AND DEBT MANAGEMENT GUIDELINES

Funding Methods

• **Cash Funding.** Any Capital Project that is expected to cost less than **$50,000** will be funded through the tax levy, Federal, State or other funding or a combination thereof.

• **Short Term Financing.** Any capital project that is expected to cost more than **$50,000** may be considered for funding using short-term notes to achieve the effect of "near cash" financing. For purposes of these guidelines, short term is considered to be an amortization period not to exceed **60** days. Said debt would be scheduled with a sale in December and payoff in January or February.

• **Long Term Financing.** Any capital project that is expected to cost more than **$50,000**, and that has an anticipated life expectancy of at least **15 *years or greater*** may be funded with long-term debt with the amortization period equal to a term not to exceed the project's life expectancy. Regardless of the project life expectancy, the County has established a maximum amortization period for any project financing of **15 *years***. The Finance Committee may recommend a longer amortization period for major building projects that would have a useful life of more than **25 *years***.

Debt Management Parameters

Financing Guidelines. In utilizing long term financing for capital projects, the County has established the following debt management parameters:

Maximum Debt Rate. The County's equalized tax rate for long-term debt service will not exceed **80 *cents per thousand***.

Note: the 80¢ is NOT added to the existing rate, but would be the TOTAL maximum debt rate going forward for existing and any new debt. The rate is calculated for the budget year by taking the total debt service plus planned debt service divided by the equalized value divided by $1,000.

Maximum % of Total Expenditures for Debt Service. The County will not issue long term debt that would result in annual debt service requirements in amounts greater than a number equal to **25%** of its total projected General Fund expenditures budget.

Note: Rate is calculated for the budget year by taking the total debt service payments (current and planned) and dividing that number by total projected General Fund expenditures). Example: The 2007 payment on existing long-term debt was equal to 9.98% of 2007 budgeted General Fund expenditures. When major capital outlay from the 2007 budget is added to the debt service payment, the total represents approximately 25% of the total General Fund Expenditures budget.

Maximum Use of County Debt Capacity. The County may, per Wisconsin State Statute, issue general obligation debt in a principal amount not to exceed **5%** of its equalized value. The County will at any given time utilize not more than **15%** of its available capacity.

Note: Calculated by taking 5% of equalized value for budget year and multiplying that number by 15%.

Nothing in this policy prohibits the County Board from considering alternative methods of financing when those alternative methods are judged to be in the best interest of the County.

DEVELOPING THE CAPITAL IMPROVEMENTS PLAN

The County Administrator and Finance Director will prepare the Capital Improvements Plan to be presented to the Finance Committee. To some extent, developing the CIP is a "trial and error" process in which there is a concerted effort to match various funding sources and combination of sources to achieve the best results. The process involves some subjective judgment as to the best combinations.

After the complete Capital Improvements Plan is prepared and adopted by the Finance Committee, it is forwarded to the County Board for review and approval. The program approved by the County Board is subsequently forwarded to the Finance Committee for inclusion in the following year's budget.

IMPLEMENTING, MONITORING, AND UPDATING THE CAPITAL IMPROVEMENTS PROGRAM

The CIP should be developed somewhat concurrently with the annual operating budget. After the CIP is adopted, the first year of the program becomes the approaching year's capital

budget which is combined with the non-major capital items and vehicle replacement and adopted with the operating budget. These guidelines should be reviewed on an annual basis to ensure they are meeting the ongoing needs of the County. Legislative changes, changes in the County's financial position, capital project needs, and other variables make it prudent to review these guidelines on a periodic basis and modify them as needed and appropriate.

Finance Department

DOOR COUNTY

Shirley M. Scalish,
Finance Director
421Nebraska Street
Sturgeon Bay, WI 54235
Phone: (920) 746-2209
Fax: (920) 746-7129

Memo To: Department Heads

CC: Maureen Murphy, County Administrator
Respective Oversight Committees

From: Shirley M. Scalish, Finance Director

RE: CIP (Capital Improvement Plan) 2015-2019

Date: February 4, 2014

Capital Improvement Plan (C.I.P.) 2015-2019

Capital planning demonstrates a vision for the re-investing in the county and demonstrates prudent financial management. The goals of this years C.I.P. will be to manage the impact of the levy limits, continue to meet needs of the taxpayers, and to allow economic growth and development to continue. For those departments that have C.I.P. projects, you will need to review and (re) prioritize the C.I.P list. What this means is that 2015 thru 2019 should be reviewed for any revisions, additions and/or deletions. The year 2019 will be an added year (2014 dropped off and 2019 added) to continue to develop a multi-year list of capital improvement projects. Door County has adopted a 5 year plan since anything longer than that may not be realistic. **Note: All Capital Improvement Projects should go through the C.I.P. budget process and should not be stand-alone projects or projects after the fact.**

Your preliminary C.I.P. for 2014-2019 will be due to administration by no later than Friday, May 23, 2014. The preliminary plan will be reviewed with each department by the Finance Director and County Administrator. Your preliminary C.I.P. will then go to the respective oversight committees in May for their review, recommendations and approval. This will be after the new committees are appointed at the April Board re-organizational meeting. A recommendation from the respective oversight committee as to the funding source is also expected as part of their approval process with all being noted within the minutes of that meeting. The C.I.P. that is reviewed and approved by the oversight committees becomes the proposed C.I.P. We would like the Capital Improvements Plan to go to the Finance Committee and onto County Board for adoption no later than July, 2014.

Although the C.I.P. is a very important part of the full budget, it is reviewed and adopted as the first piece of the 2015 budget by the County Board, usually in July at the latest. The purpose of this separate approval process is to make sure projects are reviewed in more detail prior to final approval. Once approved, the C.I.P. projects are included in the annual operating budget under the Capital Projects section. The County Board will still have an opportunity to change the C.I.P. prior to adopting the final 2015 budget in November, 2014.

If you anticipate a C.I.P. project, it is expected that this memo will be forwarded onto your oversight committee prior to the May meetings and make certain that C.I.P. projects are on the May, 2014 committee agenda.

The C.I.P. policy and procedures as well as the forms are on the "P" drive 2015 County Budget. If you have any questions, please do not hesitate to call X2209 Finance Director or X2303, County Administrator.

County of Door
2015 Capital Outlay Budget
CIP and Non-Major
Department Guidelines

All 2015 Capital Outlay/Capital Improvements requests will be submitted to the Finance Director in the proper format. A 2015 budget schedule specifies when this particular budget information is needed. The route for approval of Outlay requests shall be determined by the dollar amount of your request.

Capital Outlay/Capital Improvement items $5,000-$50,000

Capital Outlay/Capital Improvement requests for items $5,000-$50,000 are to be included on the non-major Outlay Request Form.

- Complete form and forward to the Finance Director who will catalog and place in a format to be reviewed by the County Administrator.
- **Requests that meet the $5,000 minimum per item threshold are to be budgeted in account 69901.**
- Non-major capital outlay request form can be found on the P:/ 2015 County Budget/ Outlay and New Projects file under the **Outlay $5,000 to $50,000** worksheets.
- Worksheets can be adjusted to fit your budget information content (maintain letter size).
- Do not include known Vehicle Replacement Fund (VRF) outlay.
- Do include requests that are not part of the current VRF (i.e. a department has a need for a vehicle—lst time requested).
- Department's will be notified when an item has been rejected or deferred to the subsequent year's budget.

➢ Note-→ if you request a workstation that consists of several attaching units and the aggregate value is over $5,000, count the workstation as one item and budget as Capital Outlay.

Capital Projects/Outlay/Capital Improvement/Construction and Building items $50,000 or More (CIP)

Capital Outlay/Capital Improvement request for items $50,000 or more qualify for the CIP (Capital Improvements Plan).

- Policies and procedures are noted in the adopted CIP – copies of which have been provided to departments and are on P:/ 2015 County Budget/ Outlay – CIP worksheet or form.
- The form, as presented by the individual departments, will be inserted into the CIP for the pertaining budget year.

County of Door
2015 Capital Outlay Budget
CIP and Non-Major
Department Guidelines

- Departments are required to fill in all information as known. The Description, Location, and Justification are required fields.
- Attach any supporting documentation for items listed.
- The Project ID# will be assigned by the Finance Department.
- Complete a separate CIP form for each CIP project.
- List suggested funding source(s).
- The Door County 2015 Budget Schedule covers the timing for items to be included in the CIP.

Outlay items under $5,000 per item (non-capital outlay)

- Add to the non-capital outlay of the department budget one-time large purchases that will have an impact on subsequent year's budget.
- Example: if purchasing (2) two workstations at $4,900 each ($9,800 total), these would qualify as operational because of the individual dollar amounts but these are items that will not be purchased on an annual basis.
- Typically the following year's budget request, if all else remained static, would be less as the non-capital outlay would not be included.
- The same would hold true for single one time purchases.
- There is a separate account for non-capital outlay purchases within each department—**account number 53136**.
- **It is required that all one-time non-capital outlay be listed in this account.**
- **All non-capital outlay will be approved as per the current budget process. Non-capital outlay is part of your operational budget.**

DOOR COUNTY
STATEMENT OF POLICY ON THE ESTABLISHMENT AND MAINTENANCE OF A DESIGNATION FOR WORKING CAPITAL

Adopted by County Board Resolution 72-03

Policy Basis/Rationale

The Door County Board of Supervisors is charged with protecting the public interest. In this protective role, it is in the best interest of the Supervisors to have proper methods in place to safeguard the assets of Door County. Supervisors must use sound business logic in stabilizing the tax levy. The following items are considered critical for improving the financial stability of Door County:

A. Preventing the arbitrary application of unreserved, undesignated funds to offset the tax levies of various funds, the practice of which endangers the financial health of the county.

B. Maintaining the highest possible bond rating to reduce the cost of long-term borrowing to the taxpayers.

C. Providing sufficient cash flow for the operations of the County under all normal conditions and under most unusual conditions without having to go to the market for short-term borrowing.

D. The ability to earn interest on its funds in order to have direct reduction of property taxes.

To address these critical items, this policy shall determine an appropriate level of unreserved fund balances and retained earnings and shall prescribe maintenance of the levels in accordance with the changing operations of the County.

Procedure

Concepts used in the formula:

Three (3) categories of funds should be included in the formula:

1. The general operating fund of the County – the General Fund.
2. Any fund requiring a tax levy with which to operate (i.e. Special Revenue, Debt Service, Enterprise, Internal Service).
3. Any fund that needs the pooled cash concept to operate.

The **unreserved/undesignated fund balance** is the only portion that shall be used in the calculation.
The total expenditure budget from the required funds shall be used to calculate the working capital level required. An adopted base of twelve point zero percent **(12.0%)** of

DOOR COUNTY
STATEMENT OF POLICY ON THE ESTABLISHMENT AND MAINTENANCE OF A DESIGNATION FOR WORKING CAPITAL

Adopted by County Board Resolution 72-03

the total expenditure budgets of the required funds shall be set. **(The adopted base is the point which the County would never want to let the fund balance reserved for working capital go below.)** The total expenditure budget from these funds shall include all operating expenditures, debt service and outlay. The upper limit of fifteen point zero **(15.0%)** of total expenditure budgets of the required shall be set. **(The adopted upper limit is the point which the County would not want the fund balance reserved for working capital to go above. This would also be the point where any amount in excess of the upper limit would be a consideration for application to the tax levy.)**

The formula shall have the flexibility to change as the operation for Door County changes.

The Fund Balance Designated for Working Capital for all funds shall be recorded in the General Fund.

The formula is as follows:

1. Determine amount of total budget expenditures (including outlay and debt service) for upcoming budget year including General Fund, Special Revenue Funds, levied Enterprise Funds, Debt Service, and levied Internal Service Funds.

2. Multiply by **adopted base percentage specified in policy**.

3. The product is the **required working capital level**.

4. List the prior year's audited unreserved, undesignated fund balance.

5. Enter the current year's estimated actual addition to or use of fund balance. This is the net of current year revenues and expenditures projected to year-end level.

6. Enter the amount of budgeted use of, or addition to, fund balance for the upcoming year.

7. Add the amounts in 4, 5 and 6 to project current year-end unreserved, undesignated fund balance.

8. Enter amounts from 7.

9. Enter amounts from 3.

10. Subtract 9 from 8.

DOOR COUNTY
STATEMENT OF POLICY ON THE ESTABLISHMENT AND MAINTENANCE OF A DESIGNATION FOR WORKING CAPITAL

Adopted by County Board Resolution 72-03

11. Net the difference. If positive, this is the amount available to offset future tax levies. If negative, this is the amount that should be funded during the present budget process.

12. Upper limit calculation, step 1 times upper limit of 15%.

DOOR COUNTY
STATEMENT OF POLICY ON THE ESTABLISHMENT AND MAINTENANCE OF A DESIGNATION FOR WORKING CAPITAL

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DOOR COUNTY
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DOOR COUNTY
FINANCIAL PROCEDURES

ISSUE DATE: 5/22/2012 Resolution 2012-52

STANDARD PROCEDURE

REVISION DATE:

Use of Unassigned Fund Balance or Contingency Account

Use of Unassigned Fund Balance

Statement of Purpose

The Door County Board of Supervisors is charged with protecting the public interest. Financial stability is important in safeguarding County assets and providing a stable tax rate for County residents. The *Unassigned Fund Balance* is an indicator of sound financial planning that impacts the following:

Bond rating--Ability to repay commitments increases bond rating potential. Higher bond ratings reduce the overall cost of long term borrowing. Door County Bond rating currently AA3.

Cash flow--Ability to utilize existing cash flow for normal operations without the need for short term borrowing. Also, the ability to save for anticipated expenditures, such as equipment replacement by budgeting level expenditures in order to keep the tax rate stable.

Investment interest income--Additional income reduces the reliance on property taxes and provides ability to fund ongoing operations.

The objective of this policy/procedure is to direct the disbursements from the *Unassigned Fund Balance* as a means of improved financial stability and to set policy and procedure for its usage.

Statement of Policy & Procedures

The County established a working capital policy, Resolution 72-03, whereby the U*nassigned Fund Balance* has a minimum adopted base of 12% (a point which the County would never want to let the fund balance go below) and an upper limit of 15% (a point which the County would not want the fund balance to go above -- any amount in excess of the upper limit would be a consideration for application to the tax levy).

Any use of the *Unassigned Fund Balance* must not cause an extreme fluctuation of the tax rate and must be based on the following guidelines for use of such funds:

- Capital expenditures--to reduce the County's reliance on borrowed funds and future debt service costs.
- Prepayment of outstanding debts--to reduce debt service costs for an immediate savings.
- Start-up costs of new programs--to fund non-recurring start up costs for new county programs.
- Non-recurring expenditures--to fund other non-recurring expenditures.

DOOR COUNTY
FINANCIAL PROCEDURES

ISSUE DATE: 5/22/2012 Resolution 2012-52

STANDARD PROCEDURE

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Use of Unassigned Fund Balance or Contingency Account

- Preference should be given to expenditures that will result in future efficiencies or other cost savings.
- In the event of severe financial stress resulting from unanticipated revenue decreases or expenditure increases, *Unassigned Fund Balance* may be used to resolve the negative impact on public services on a short term basis.
- Emergencies or anticipated expenditures--to fund emergencies or contingencies **only after the *contingency account* has been exhausted.**

The use of Unassigned Fund Balance should not be a consideration to fund operational costs as this could promote a dependency that could deplete resources and erode the County's ability to maintain operations into the future, as well as diminishing reserves available for emergencies or future planning. The definition of operational costs is the day to day budgeted functions of the county which could include but is not limited to payroll, utilities, telephone, professional services etc.

Use of Contingency Account

Statement of Purpose--Budget

The Door County Board of Supervisors is charged with protecting the public interest. In this protective role, it is in the best interest of the Supervisors to have proper methods in place to safeguard the assets of Door County. The objective of this policy is to direct the disbursements from the *contingency account* budget as a means of improved financial stability and to set policy and procedure for its usage.

Statement of Policy & Procedures--Budget

A *contingency account* is necessary to finance transactions that could not have been identified during the normal annual budget process. Knowing that unanticipated expenses of a nonrecurring nature and cost overruns are a possibility, the County will during its annual adoption of the budget, appropriate funds at a reasonable level for a *contingency account* for the County. The established *contingency account* is the County's only *contingency account* and is housed within the General Administration department within the General Fund. Any remaining balance in the account at the end of each year will be carried forward for use in the subsequent year's budget.

DOOR COUNTY
FINANCIAL PROCEDURES

ISSUE DATE: 5/22/2012 Resolution 2012-52

STANDARD PROCEDURE

REVISION DATE:

Use of Unassigned Fund Balance or Contingency Account

Contingency Account and Inter-Departmental Transfers

Statement of Purpose

State Statute proves that a County Board may authorize its Finance Committee to supplement the budget appropriation of a department by transfers from the *contingency account* or in limited circumstances, from other budget expense accounts or departments. The objective of this policy is to develop a streamlined process for evaluating department requests and to establish procedures which control the use of the *contingency account*, as well as to establish procedures for the limited circumstances where an inter-department or budget expense account transfer can appropriately be executed.

Sec. 65.90(5)(b) Wis. Stats. provides, in pertinent part, as follows:

> **"A county board may authorize its standing finance committee to transfer funds between budgeted items of an individual county office or department, if such budgeted items have been separately appropriated, and to supplement the appropriations for a particular office, department, or activity by transfers from the contingent fund. Such committee transfers shall not exceed the amount set up in the contingent fund as adopted in the annual budget, nor aggregate in the case of an individual office, department, or activity in excess of 10 percent of the funds originally provided for such office, department, or activity in such annual budget."**

Statement of Policy & Procedures

The Finance Committee by statute and by County Board resolution is authorized to transfer additional funding (from the *contingency account* or an inter-departmental or budget expense account transfers) to a department or line item limited to the lesser of the following amounts:
a. $10,000; or
b. 10% of the department's original approved official budget.

Transfer requests which exceed the limited authority of the Finance Committee shall be forwarded with funding recommendations to the County Board for final authorization by a vote of no less than two-thirds of the entire membership of the County Board.

The Finance Committee may decide that they do not want to transfer the funds to the department or line without full County Board involvement and may recommend the transfer be taken to the County Board for action. An example of this could be for an overrun on a C.I.P. project, an unexpected increase in expenditures for a grant project that have a corresponding cost share, etc.

The approved Budget Transfer Guidelines to departments, approved by the Finance Committee on 4/16/03, should be followed.

DOOR COUNTY
FINANCIAL PROCEDURES

ISSUE DATE: 5/22/2012 Resolution 2012-52

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Use of Unassigned Fund Balance or Contingency Account

Major excerpts from those guidelines:

Transfers With-in a Sub-Department:

1. Line item transfers within a sub-department **under $5,000** will require Finance Director or County Administrator review. Submit the transfer request with explanation on the appropriate form, authorized by the department head, to the Finance Department. If the funds are available within the sub-department or program, the transfer will be made. Transfers are normally done when expenditures within an account cause the account to go over budget.

2. Line item transfers within a sub-department **over $5,000** will require oversight committee review and Finance Committee approval.

3. Transfers within a sub-department that would increase or decrease a **capital outlay** account require oversight committee review and Finance Committee approval.

Transfers between Sub-Departments:

Transfers between sub-departments within a department require oversight committee review and Finance Committee approval.

Over $10,000 Transfers:

Resolution 28-03 requires that any such transfer request that **exceeds $10,000** shall be approved by a two-thirds (2/3) vote of the entire membership of the County Board of Supervisors.

Formats:

Transfers within a sub-department, **under $5,000**, can be entered on a journal entry form (see attached). Change the type column from JE to BA. Attach a simple explanation of the reason for the transfer and submit to the Finance Department for review. The journal entry form should contain the signature of the Department Head or their designee. (Sample attached.)

All other transfers should be submitted on the Request Authorization For Transfer of Funds/Change in Budget format. This is the form currently used and provided on the "P" drive under Finance listed as Non Budget Transfer of Funds.

Helpful Hints:

Expenses that are over the approved budget should be covered from within the sub-department first. This includes unanticipated expenditures that cause a line item to go over budget.

DOOR COUNTY
FINANCIAL PROCEDURES

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If there are not enough funds within the sub-department, the next step is to look in other areas within the department. If this cannot be done then a request will need to be submitted to the Finance Committee for funds to come from Contingency or the General Fund. Departments may not move budgeted amounts from one grant program to another unless so specified in the terms of the grant contract. Grants require special attention.