

FY 2013 Capital Improvement Plan

Schools

Law Enforcement

Parks & Recreation

Fire/EMS

Jefferson County Commission

Engineering Department/Office of Impact Fees

24 April 2012

FY 2013 Impact Fee Program Capital Improvement Plan

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Overview

This document constitutes the Jefferson County Impact Fee Program Capital Improvement Plan for Fiscal Year 2013. It consists broadly of two categories, those eligible for capital funding as it relates to Impact Fees and those ineligible for such funding. For the entities in the former group, their names and their associated impact fee category are indicated below (impact fee categories noted in square brackets):

- Jefferson County Board of Education [School]
- Sheriff of Jefferson County [Law Enforcement]
- Jefferson County Parks & Recreation Commission [Parks and Recreation]
- Bakerton Fire Company [Fire & EMS]
- Citizens Fire Company [Fire & EMS]
- Friendship Fire Company [Fire & EMS]
- Independent Fire Company [Fire & EMS]
- Jefferson County Emergency Services Agency [Fire & EMS]
- Jefferson County Fire and Rescue Association [Fire & EMS]
- Middleway Fire Company [Fire & EMS]
- Shepherdstown Fire Company [Fire & EMS]

(The latter 8 entities are presented in alphabetical order)

The total funding request for all projects over the upcoming fiscal year as well as the next five outlying years is \$98,345,444 (down from \$105,385,204 in FY 2012). Of this amount, \$13,114,620 represents the funding requests for FY 2013 (in FY 2012 the amount was \$10,910,054).

The divided sections which follow include the submitted **CIP Form 1** (Agency/Department/Office Summary) for each entity as well as the individual **CIP Form 2** documents (Annual and Five Year Project Request and Justification) which detail each project listed on an entity's **CIP Form 1**. Any supplementary documentation is included with the appropriate **CIP Form 2**. Proposed projects that directly impact the County Budget also require **Form 2B – Budget Impact Analysis**; however, the projects submitted for FY 2013 do not require funding from the County's General or Capital Outlay Funds.

With the exception of the Jefferson County Board of Education, each entity's submission is entered into the Capital Improvement Plan database, which permits comments from the Impact Fee Program Specialist to be included with **CIP Form 1**. In the case of the Board of Education, **CIP Form 2** documents are not required. Thus, the BOE forms are presented in their original format without discussion or comment from the Impact Fee Program Specialist. The original submissions received from all entities are on file within the Engineering Department/Office of Impact Fees.

Overview of Funding Options

This document lists planned capital projects within the Jefferson County Impact Fee Program of which some entities have several options for funding available to them. In general, revenues available to fund capital projects may be classed into one of the following categories:

- Direct County support (General and Coal Severance Funds, etc.).
- General Obligation/Construction Bonds (currently only one such bond is in effect for the taxpayers of Jefferson County – a school construction bond). Loans mediated through banks to the county Building Commission also fall into this category.
- State support (usually as School Building Authority grants, or similar grants through other state agencies).
- Federal grants.
- Impact fees (see the discussion on page 12 for details).
- Entity-specific user fees (for example Park & Recreation or Fire/Ambulance fees).
- Donations and gifts (bequeathments, corporate partnerships, etc.).

The major funding mechanisms will be briefly discussed in the following section.

Direct County Support

County Commissions have broad leeway in the types of projects they may fund using monies from the General and/or Coal Severance Fund. Previously, several dedicated funds have been established for this purpose and have been endowed using General Fund revenue: Fund 245 – Emergency Services/Communications Capital Outlay, Fund 246 – Capital Outlay Fund (also referred to as the Building Fund), Fund 247 – Parks & Recreation Land Fund, and Fund 248 – Shepherdstown Battlefield Park/Riverfront Park Fund. In prior years, Fund 246 was used to build the Community Center at Sam Michael's Park, to purchase and renovate structures for the new Emergency Communications Center and the Sheriff's Department, and to renovate the Old Jail in downtown Charles Town. Presently the mortgage payments for the new Emergency Services Agency building are funded from Fund 246. Fund 247 was recently used to purchase an existing building in the Bardane Industrial Park for a new county maintenance facility. The renovation of that space was funded in part from Fund 247 and from other departments in the General Fund. As a revenue stream, this category is highly dependent upon the general financial state of the County.

General Obligation/Construction Bonds

Only the County Commission and the Board of Education may propose special levies to fund capital projects. In both cases the question of a levy must be placed before the County's voters and must receive a minimum of 60% of the vote.

Because levy rates vary in reverse proportion to total property values, the State Auditor's Office recommends that excess levies contain wording to make clear that the actual levy rate may vary to ensure that the levying body only raises the funds required for the stated project. Such language, if left out, may result in excess funds being collected during times of rising property valuations.

This type of funding mechanism is rarely used in Jefferson County. The Board of Education has floated several construction bonds and one is currently in effect (it funded expansion and renovation projects at Jefferson High School and funded part of the construction costs at Washington High School). It appears that the County Commission has not managed a general obligation bond anytime within the past 60 years¹.

Jefferson County has an appointed Building Commission. The County Commission, through its Building Commission, may borrow money from any type of lending financial institution or issue general obligation bonds. If the loan is to acquire land or construct a building, the deed to the property is transferred from the County Commission (or other entity) to the Building Commission. Generally, the County Commission funds the Building Commission to provide revenue to satisfy the terms of the loan. Building Commissions were specifically granted this authority in order to prevent County Commissions of obligating future Commissions via the issuance of bonds or by securing mortgages or loans². As an example, through the authority of the Building Commission, secure funding for the New Bus Facility for the Board of Education requested for FY 2013 may be obtained.

State Support

The only significant source of state-supplied capital funding for the County comes from the State School Building Authority (SBA). This entity sets school construction standards and releases funds, generally for entities that bring significant cash matches. In the past few funding cycles the Jefferson County Board of Education has used collected impact fee monies as a monetary match. The SBA has responded favorably by providing monies for several construction and school expansion projects. No other entity, including the County Commission, has an equivalent state funding agency.

Federal Support

Unfortunately Federal monies have not been a predictable or reliable revenue stream to fund capital projects in Jefferson County. The Sheriff's Department has in the past received some Federal monies for capital projects but historically the funding amounts have been relatively small and random in nature. Federal monies are also available to fund capital projects for Fire/EMS entities.

¹ Information previously provided by the former Prosecuting Attorney Michael Thompson.

² See WV Code §8-30 *et seq.*

Summary of Priority One Projects

Table 1 lists all *priority 1* projects (described as Urgent/Mandatory on **CIP Form 2**) as requested by each entity without regard to the possible funding source. Not all of these projects are eligible for funding by impact fees, but it is important to note that these projects have been described by their respective entities as having Urgent/Mandatory funding needs.

Summary of Impact Fee Fundable Projects

Table 2 identifies only those projects in Table 1 that are **impact fee-fundable** *priority 1* projects which are eligible for funding by impact fees, either in whole or in part. Table 3 lists projects which are also fundable by impact fees, either in whole or in part, but includes all priorities.

Table 1. FY 2013 Priority 1 Projects - All Funding Sources

#	Pri	Project	Estimated Total	Prior Allocation	Current Allocation	Current Request	Yr 1 FY 2014	Yr 2 FY 2015	Yr 3 FY 2016	Yr 4 FY 2017	Yr 5 FY 2018
Sheriff of Jefferson County											
1	1	Purchase of Police Cruisers x (18)	\$940,000	\$0	\$0	\$150,000	\$150,000	\$160,000	\$160,000	\$160,000	\$160,000
TOTALS			\$940,000	\$0	\$0	\$150,000	\$150,000	\$160,000	\$160,000	\$160,000	\$160,000
Blue Ridge Fire Company											
1	1	Generator	\$65,000	\$0	\$0	\$65,000	\$0	\$0	\$0	\$0	\$0
2	1	Sub Station Generator	\$40,000	\$0	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0
TOTALS			\$105,000	\$0	\$0	\$105,000	\$0	\$0	\$0	\$0	\$0
Citizens Fire Company											
1	1	Transport Unit (Ambulance, ALS Capable)	\$200,000	\$0	\$0	\$200,000	\$0	\$0	\$0	\$0	\$0
TOTALS			\$200,000	\$0	\$0	\$200,000	\$0	\$0	\$0	\$0	\$0
Friendship Fire Company											
2	1	New Primary Station	\$1,500,000	\$0	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$0
TOTALS			\$1,500,000	\$0	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$0
Independent Fire Company											
1	1	Building Project	\$2,500,000	\$750,000	\$1,000,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
TOTALS			\$2,500,000	\$750,000	\$1,000,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Middleway Fire Company											
1	1	Stand By Generator	\$50,000	\$0	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0
2	1	Auto Pulse	\$15,000	\$0	\$0	\$15,000	\$0	\$0	\$0	\$0	\$0
TOTALS			\$65,000	\$0	\$0	\$65,000	\$0	\$0	\$0	\$0	\$0
Jefferson County Parks & Recreation Commission											
1	1	System Wide Needs Assessment Survey	\$40,000	\$0	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0
6	1	Leetown Park Improvements	\$150,030	\$0	\$0	\$10,200	\$14,290	\$15,290	\$16,650	\$0	\$93,600
9	1	Sam Michaels Park Improvements	\$120,712	\$0	\$0	\$15,000	\$21,600	\$0	\$35,910	\$23,750	\$24,462

Table 1. FY 2013 Priority 1 Projects - All Funding Sources

#	Pri	Project	Estimated Total	Prior Allocation	Current Allocation	Current Request	Yr 1 FY 2014	Yr 2 FY 2015	Yr 3 FY 2016	Yr 4 FY 2017	Yr 5 FY 2018
Jefferson County Parks & Recreation Commission											
11	1	Hite Road Park Improvements	\$5,902,157	\$0	\$0	\$618,120	\$356,321	\$1,594,070	\$1,654,255	\$1,679,391	\$0
13	1	Mowing Equipment	\$81,000	\$0	\$0	\$15,300	\$31,500	\$0	\$0	\$34,200	\$0
14	1	Park System Master Plan	\$70,000	\$0	\$0	\$0	\$70,000	\$0	\$0	\$0	\$0
TOTALS			\$6,363,899	\$0	\$0	\$698,620	\$493,711	\$1,609,360	\$1,706,815	\$1,737,341	\$118,062
Jefferson County Board of Education											
1	1	Blue Ridge Primary	\$8,500,000	\$0	\$4,000,000	\$1,000,000	\$3,500,000	\$0	\$0	\$0	\$0
2	1	Harpers Ferry Middle School Addition	\$7,100,000	\$0	\$0	\$1,500,000	\$6,000,000	\$0	\$0	\$0	\$0
3	1	New Bus and Food Service Facility	\$7,500,000	\$0	\$0	\$7,500,000	\$0	\$0	\$0	\$0	\$0
4	1	New Elementary School	\$13,500,000	\$0	\$0	\$0	\$0	\$10,000,000	\$0	\$0	\$0
5	1	County-Wide Expansion of School Facilities	\$6,500,000	\$0	\$0	\$1,000,000	\$1,000,000	\$1,000,000	\$1,250,000	\$1,250,000	\$1,500,000
6	1	New Middle School	\$16,000,000	\$0	\$0	\$0	\$0	\$0	\$10,000,000	\$6,000,000	\$0
7	1	New Elementary School - South	\$14,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$11,500,000	\$3,000,000
TOTALS			\$73,600,000	\$0	\$4,000,000	\$11,000,000	\$10,500,000	\$11,000,000	\$11,250,000	\$18,750,000	\$4,500,000

Table 2. FY 2013 Priority 1 Projects - Impact Fee Fundable

#	Pri	Project	Estimated Total	Prior Allocation	Current Allocation	Current Request	Yr 1 FY 2014	Yr 2 FY 2015	Yr 3 FY 2016	Yr 4 FY 2017	Yr 5 FY 2018
Sheriff of Jefferson County											
1	1	Purchase of Police Cruisers x (18)	\$940,000	\$0	\$0	\$150,000	\$150,000	\$160,000	\$160,000	\$160,000	\$160,000
TOTALS			\$940,000	\$0	\$0	\$150,000	\$150,000	\$160,000	\$160,000	\$160,000	\$160,000
Blue Ridge Fire Company											
1	1	Generator	\$65,000	\$0	\$0	\$65,000	\$0	\$0	\$0	\$0	\$0
2	1	Sub Station Generator	\$40,000	\$0	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0
TOTALS			\$105,000	\$0	\$0	\$105,000	\$0	\$0	\$0	\$0	\$0
Citizens Fire Company											
1	1	Transport Unit (Ambulance, ALS Capable)	\$200,000	\$0	\$0	\$200,000	\$0	\$0	\$0	\$0	\$0
TOTALS			\$200,000	\$0	\$0	\$200,000	\$0	\$0	\$0	\$0	\$0
Friendship Fire Company											
2	1	New Primary Station	\$1,500,000	\$0	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$0
TOTALS			\$1,500,000	\$0	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$0
Independent Fire Company											
1	1	Building Project	\$2,500,000	\$750,000	\$1,000,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
TOTALS			\$2,500,000	\$750,000	\$1,000,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Middleway Fire Company											
1	1	Stand By Generator	\$50,000	\$0	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0
2	1	Auto Pulse	\$15,000	\$0	\$0	\$15,000	\$0	\$0	\$0	\$0	\$0
TOTALS			\$65,000	\$0	\$0	\$65,000	\$0	\$0	\$0	\$0	\$0

Table 2. FY 2013 Priority 1 Projects - Impact Fee Fundable

#	Pri	Project	Estimated Total	Prior Allocation	Current Allocation	Current Request	Yr 1 FY 2014	Yr 2 FY 2015	Yr 3 FY 2016	Yr 4 FY 2017	Yr 5 FY 2018
Jefferson County Parks & Recreation Commission											
1	1	System Wide Needs Assessment Survey	\$40,000	\$0	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0
9	1	Sam Michaels Park Improvements	\$120,712	\$0	\$0	\$15,000	\$21,600	\$0	\$35,910	\$23,750	\$24,462
11	1	Hite Road Park Improvements	\$5,902,157	\$0	\$0	\$618,120	\$356,321	\$1,594,070	\$1,654,255	\$1,679,391	\$0
13	1	Mowing Equipment	\$81,000	\$0	\$0	\$15,300	\$31,500	\$0	\$0	\$34,200	\$0
TOTALS			\$6,143,869	\$0	\$0	\$688,420	\$409,421	\$1,594,070	\$1,690,165	\$1,737,341	\$24,462
Jefferson County Board of Education											
1	1	Blue Ridge Primary	\$8,500,000	\$0	\$4,000,000	\$1,000,000	\$3,500,000	\$0	\$0	\$0	\$0
2	1	Harpers Ferry Middle School Addition	\$7,100,000	\$0	\$0	\$1,500,000	\$6,000,000	\$0	\$0	\$0	\$0
3	1	New Bus and Food Service Facility	\$7,500,000	\$0	\$0	\$7,500,000	\$0	\$0	\$0	\$0	\$0
5	1	County-Wide Expansion of School Facilities	\$6,500,000	\$0	\$0	\$1,000,000	\$1,000,000	\$1,000,000	\$1,250,000	\$1,250,000	\$1,500,000
TOTALS			\$29,600,000	\$0	\$4,000,000	\$11,000,000	\$10,500,000	\$1,000,000	\$1,250,000	\$1,250,000	\$1,500,000
GRAND TOTALS			\$41,053,869	\$750,000	\$5,000,000	\$12,558,420	\$11,409,421	\$3,104,070	\$3,450,165	\$3,497,341	\$1,734,462

Table 3. FY 2013 Impact Fundable Projects - All Priorities

#	Pri	Project	Estimated Total	Prior Allocation	Current Allocation	Current Request	Yr 1 FY 2014	Yr 2 FY 2015	Yr 3 FY 2016	Yr 4 FY 2017	Yr 5 FY 2018
Sheriff of Jefferson County											
1	1	Purchase of Police Cruisers x (18)	\$940,000	\$0	\$0	\$150,000	\$150,000	\$160,000	\$160,000	\$160,000	\$160,000
2	0	Weapons training qualifications range	\$50,000	\$0	\$0	\$20,000	\$10,000	\$5,000	\$5,000	\$5,000	\$5,000
4	2	Mobile Data Terminal System	\$364,000	\$0	\$0	\$26,000	\$32,500	\$214,500	\$26,000	\$32,500	\$32,500
TOTALS			\$1,354,000	\$0	\$0	\$196,000	\$192,500	\$379,500	\$191,000	\$197,500	\$197,500
Blue Ridge Fire Company											
1	1	Generator	\$65,000	\$0	\$0	\$65,000	\$0	\$0	\$0	\$0	\$0
2	1	Sub Station Generator	\$40,000	\$0	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0
TOTALS			\$105,000	\$0	\$0	\$105,000	\$0	\$0	\$0	\$0	\$0
Citizens Fire Company											
1	1	Transport Unit (Ambulance, ALS Capable)	\$200,000	\$0	\$0	\$200,000	\$0	\$0	\$0	\$0	\$0
TOTALS			\$200,000	\$0	\$0	\$200,000	\$0	\$0	\$0	\$0	\$0
Friendship Fire Company											
1	2	Generator for Building	\$75,000	\$0	\$0	\$75,000	\$0	\$0	\$0	\$0	\$0
2	1	New Primary Station	\$1,500,000	\$0	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$0
4	2	2 Additional Thermal Imagers	\$20,000	\$0	\$0	\$20,000	\$0	\$0	\$0	\$0	\$0
TOTALS			\$1,595,000	\$0	\$0	\$395,000	\$300,000	\$300,000	\$300,000	\$300,000	\$0
Independent Fire Company											
1	1	Building Project	\$2,500,000	\$750,000	\$1,000,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
2	2	Equipment Utility Pickup Truck	\$50,000	\$20,000	\$0	\$30,000	\$0	\$0	\$0	\$0	\$0
TOTALS			\$2,550,000	\$770,000	\$1,000,000	\$80,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000

Table 3. FY 2013 Impact Fundable Projects - All Priorities

#	Pri	Project	Estimated Total	Prior Allocation	Current Allocation	Current Request	Yr 1 FY 2014	Yr 2 FY 2015	Yr 3 FY 2016	Yr 4 FY 2017	Yr 5 FY 2018
Middleway Fire Company											
1	1	Stand By Generator	\$50,000	\$0	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0
2	1	Auto Pulse	\$15,000	\$0	\$0	\$15,000	\$0	\$0	\$0	\$0	\$0
TOTALS			\$65,000	\$0	\$0	\$65,000	\$0	\$0	\$0	\$0	\$0
Jefferson County Parks & Recreation Commission											
1	1	System Wide Needs Assessment Survey	\$40,000	\$0	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0
9	1	Sam Michaels Park Improvements	\$120,712	\$0	\$0	\$15,000	\$21,600	\$0	\$35,910	\$23,750	\$24,462
11	1	Hite Road Park Improvements	\$5,902,157	\$0	\$0	\$618,120	\$356,321	\$1,594,070	\$1,654,255	\$1,679,391	\$0
13	1	Mowing Equipment	\$81,000	\$0	\$0	\$15,300	\$31,500	\$0	\$0	\$34,200	\$0
TOTALS			\$6,143,869	\$0	\$0	\$688,420	\$409,421	\$1,594,070	\$1,690,165	\$1,737,341	\$24,462
Jefferson County Board of Education											
1	1	Blue Ridge Primary	\$8,500,000	\$0	\$4,000,000	\$1,000,000	\$3,500,000	\$0	\$0	\$0	\$0
2	1	Harpers Ferry Middle School Addition	\$7,100,000	\$0	\$0	\$1,500,000	\$6,000,000	\$0	\$0	\$0	\$0
3	1	New Bus and Food Service Facility	\$7,500,000	\$0	\$0	\$7,500,000	\$0	\$0	\$0	\$0	\$0
5	1	County-Wide Expansion of School Facilities	\$6,500,000	\$0	\$0	\$1,000,000	\$1,000,000	\$1,000,000	\$1,250,000	\$1,250,000	\$1,500,000
TOTALS			\$29,600,000	\$0	\$4,000,000	\$11,000,000	\$10,500,000	\$1,000,000	\$1,250,000	\$1,250,000	\$1,500,000
GRAND TOTALS			\$98,345,444	\$770,000	\$5,000,000	\$13,114,620	\$12,214,836	\$14,818,420	\$16,554,765	\$21,330,001	\$11,582,812

Impact Fee Program Specialist's Notes

Overview

One role of the Impact Fee Program Specialist in preparing the Capital Improvement Plan is to indicate which projects, within each category for which impact fees are collected, are eligible for funding by impact fees. There are two important decision points made when considering each project:

1. Does the project represent expansion of an acknowledged capital category?
 - a. If the answer is **no** (in other words the project may represent maintenance or replacement, or an effort to increase the *standard of service*), then the project is ineligible for funding using impact fees. However, it is important to note that such projects **may be** eligible for funding by other revenue sources.
 - b. If the answer is **yes**, then the project is eligible, and the second decision point applies.
2. Is the requested project necessary only because of new growth?
 - a. If the answer is **yes**, then the project is potentially **fully impact fee-fundable**.
 - b. If the answer is **no** (generally because there is a repair, replacement, or increase in the standard of service component), then the project is usually only **partially fundable** by impact fees.

In cases where a project may be funded using impact fees, the Impact Fee Program Specialist examines the current cash flow analysis to determine how much in collected funds is attributed to the relevant capital category. The cash flow analysis also tracks fee disbursement over time, so it is a useful tool for providing guidance on overall spending trends. The cash flow analyses for each of the fee categories are presented on the following pages.

Authority

Pursuant to West Virginia State Code, Chapter 7, Article 20, Section 6 (§7-20-6) counties which have enabled impact fees must maintain a Impact Fee Program Capital Improvement Plan. Only the projects listed on this CIP are eligible for funding by impact fees (either in whole or in part). Whether a project may be wholly or only partially funded depends upon whether the project is exclusively needed due to new growth or is only partially required due to conditions of new growth (see §7-20-3 (h) and (i) for definitions of “proportionate share” and “reasonable benefit”).

The requirement for a yearly Impact Fee Program Capital Improvement Plan, and the identification of **impact fee fundable** projects, is outlined in Jefferson County Impact Fee Procedures Ordinance 2003-1 Section 3(C) *et seq.*

One of the tasks of the Impact Fee Program Specialist is to identify projects from the Impact Fee Program Capital Improvement Plan which are eligible for funding by Impact Fees (Ordinance 2003-1 Section 6(A)(2)(b)).

Cash Flow Analyses

The following 4 tables constitute the official cash flow analyses for each of the 4 impact fee categories. The financial data are cumulative from the beginning of the respective fee collection start date through February 1, 2012 (58% of FY 2012). The projected balance runs through the end of FY 2012. For the purposes of projecting the cash flow analysis from 1 February 2012 through 30 June 2012 (the beginning of FY 2013), it was assumed that the County growth rate for the period of 1 February 2012 through 30 June 2012, will be constant and equal to the same time period last year. This period saw 41 new single family detached structures and 24 new townhouse/duplex structures. The amount of commercial development during this period was negligible. Higher or lower growth rates will affect the projected data accordingly.

Table 4. School Cash Flow Analysis

Balance as of 01 February 2012						
Capital Category			Allocation	Total Collected	Total Expended	Available
Buildings - Elementary School			30%	\$4,891,872	\$6,186,810	-\$1,294,938
Buildings - Middle/High School			63%	\$10,272,931	\$9,400,000	\$872,931
Buildings Admin/Support			7%	\$1,141,437		\$1,141,437
Total for Schools			100%	\$16,306,240	\$15,586,810	\$719,430
Balance projected through 30 June 2012						
Capital Category			Allocation	Total Collected	Total Expended	Available
Buildings - Elementary School			30%	\$5,093,207	\$6,186,810	-\$1,093,603
Buildings - Middle/High School			63%	\$10,695,736	\$9,400,000	\$1,295,736
Buildings Admin/Support			7%	\$1,188,415		\$1,188,415
Total for Schools			100%	\$16,977,358	\$15,586,810	\$1,390,548

Table 5. Law Enforcement Cash Flow Analysis

Balance as of 01 February 2012						
Capital Category			Allocation	Total Collected	Total Expended	Available
Vehicles			28%	\$64,782	\$177,557	-\$112,775
Buildings			72%	\$166,583	\$0	\$166,583
Total for Law Enforcement			100%	\$231,365	\$177,557	\$53,808
Balance projected to 30 June 2012						
Capital Category			Allocation	Total Collected	Total Expended	Available
Vehicles			28%	\$69,134	\$177,557	-\$108,423
Buildings			72%	\$177,773	\$0	\$177,773
Total for Law Enforcement			100%	\$246,907	\$177,557	\$69,350

Table 6. Parks & Recreation Cash Flow Analysis

Balance as of 01 February 2012						
Capital Category			Allocation	Total Collected	Total Expended	Available
Land			40%	\$338,379	\$300,000	\$38,379
Improvements			56%	\$473,731	\$286,768	\$186,963
Vehicles & Equipment			4%	\$33,838	\$52,072	-\$18,234
Total for Parks & Recreation			100%	\$845,948	\$638,840	\$207,109
Balance projected to 30 June 2012						
Capital Category			Allocation	Total Collected	Total Expended	Available
Land			40%	\$356,232	\$300,000	\$56,232
Improvements			56%	\$498,725	\$286,768	\$211,957
Vehicles & Equipment			4%	\$35,623	\$52,072	-\$16,449
Total for Parks & Recreation			100%	\$890,580	\$638,840	\$251,741

Table 7. Fire & EMS Cash Flow Analysis

Balance as of 01 February 2012						
Capital Category			Allocation	Total Collected	Total Expended	Available
Buildings and Land			32%	\$340,571	\$248,500	\$92,071
Vehicles and Equipment			68%	\$723,713	\$652,153	\$71,560
Total for Fire and EMS			100%	\$1,064,284	\$900,653	\$163,631
Balance projected to 30 June 2012						
Capital Category			Allocation	Total Collected	Total Expended	Available
Buildings and Land			32%	\$353,822	\$248,500	\$105,322
Vehicles and Equipment			68%	\$751,872	\$652,153	\$99,718
Total for Fire and EMS			100%	\$1,105,694	\$900,653	\$205,041

Divider 1

CIP FORM 1

Jefferson County Government

Agency/Department/Office Summary

Name of Agency, Department or Office: Jefferson County Board of Education

Page: 1 Fiscal Year 2013

(1)	(2)	(3)	(4)	(5)	(6)	(7)				
Pri No	PROJECT NAME & DESCRIPTION	EST'D TOTAL COST	PRIOR ALLOC, SOURCE	CURRENT REQUEST FY 2013	CURRENT ALLOC, OTHER SOURCES	EXPECTED FIVE-YEAR FUTURE PROGRAM REQUESTS				
						2014	2015	2016	2017	2018
1	Blue Ridge Primary	\$8,500,000	\$0	\$1,000,000	\$4,000,000	\$3,500,000	\$0	\$0	\$0	\$0
1	Harpers Ferry Middle School Addition	\$7,100,000	\$0	\$1,500,000	\$0	\$6,000,000	\$0	\$0	\$0	\$0
1	New Bus and Food Service Facility	\$7,500,000	\$0	\$7,500,000	\$0	\$0	\$0	\$0	\$0	\$0
1	New Elementary School	\$13,500,000	\$0	\$0	\$0	\$0	\$10,000,000	\$0	\$0	\$0
1	County-Wide Expansion of School Facilities	\$6,500,000	\$0	\$1,000,000	\$0	\$1,000,000	\$1,000,000	\$1,250,000	\$1,250,000	\$1,500,000
1	New Middle School	\$16,000,000	\$0	\$0	\$0	\$0	\$0	\$10,000,000	\$6,000,000	\$0
1	New Elementary School - South	\$14,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$11,500,000	\$3,000,000

Submitted: 1/6/2012 11:23:00 AM

Final version: NO

Instance Name: FY 2013 CIP - Jefferson County BOE

NOTES:

1. Items shaded in the *Priority* column represent projects which may potentially be funded by Impact Fees.
2. Comments regarding funding eligibility for the noted projects appear on the next page.

Impact Fee Coordinator Comments: Jefferson County Board of Education

LINE #	PROJECT	FEE FUNDING POTENTIAL	COMMENTS
1	Blue Ridge Primary	Full	Expansion of existing facility. [1/6/2012 9:48:00 AM]
2	Harpers Ferry Middle School Addition	Full	Expansion of existing facility. [1/6/2012 9:49:00 AM]
3	New Bus and Food Service Facility	Partial	Expansion of existing facility. Insufficient funds for full request. [1/6/2012 9:49:00 AM]
5	County-Wide Expansion of School Facilities	Full	Expansion of existing facilities. [1/6/2012 9:50:00 AM]

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Board of Education

Project Title: Blue Ridge Primary

Project Type: Construction

Date this form
prepared: 12/5/2011

Project Location: Jefferson County

Project Rank: Urgent/Mandatory

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

.

Estimated Total Cost of Project (\$): \$8,500,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$1,000,000.00

\$3,500,000.00

(2013) Current
Request

\$0.00

(2014) Out Year 1

\$0.00

(2015) Out Year 2

\$0.00

(2016) Out Year 3

\$0.00

(2017) Out Year 4

\$0.00

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

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____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Board of Education

Project Title: Harpers Ferry Middle School Addition

Project Type: Construction

Date this form
prepared: 12/5/2011

Project Location: Jefferson County

Project Rank: Urgent/Mandatory

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

.

Estimated Total Cost of Project (\$): \$7,100,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$1,500,000.00

\$6,000,000.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

\$0.00

\$0.00

\$0.00

\$0.00

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

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____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Board of Education

Project Title: New Bus and Food Service Facility

Project Type: Construction

Date this form
prepared: 12/5/2011

Project Location: Jefferson County

Project Rank: Urgent/Mandatory

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

.

Estimated Total Cost of Project (\$): \$7,500,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$7,500,000.00

(2013) Current
Request

\$0.00

(2014) Out Year 1

\$0.00

(2015) Out Year 2

\$0.00

(2016) Out Year 3

\$0.00

(2017) Out Year 4

\$0.00

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

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____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Board of Education

Project Title: New Elementary School

Project Type: Construction

Date this form
prepared: 12/5/2011

Project Location: Jefferson County

Project Rank: Urgent/Mandatory

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

.

Estimated Total Cost of Project (\$): \$13,500,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$0.00

(2013) Current
Request

\$0.00

(2014) Out Year 1

\$10,000,000.00

(2015) Out Year 2

\$0.00

(2016) Out Year 3

\$0.00

(2017) Out Year 4

\$0.00

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

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____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Board of Education

Project Title: County-Wide Expansion of School Facilities

Project Type: Construction

Date this form
prepared: 12/5/2011

Project Location: Jefferson County

Project Rank: Urgent/Mandatory

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

.

Estimated Total Cost of Project (\$): \$6,500,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$1,000,000.00

\$1,000,000.00

\$1,000,000.00

\$1,250,000.00

\$1,250,000.00

\$1,500,000.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

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____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Board of Education

Project Title: New Middle School

Project Type: Construction

Date this form
prepared: 12/5/2011

Project Location: Jefferson County

Project Rank: Urgent/Mandatory

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

.

Estimated Total Cost of Project (\$): \$16,000,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$0.00

(2013) Current
Request

\$0.00

(2014) Out Year 1

\$0.00

(2015) Out Year 2

\$10,000,000.00

(2016) Out Year 3

\$6,000,000.00

(2017) Out Year 4

\$0.00

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

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____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Board of Education

Project Title: New Elementary School - South

Project Type: Construction

Date this form
prepared: 12/5/2011

Project Location: Jefferson County

Project Rank: Urgent/Mandatory

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

.

Estimated Total Cost of Project (\$): \$14,500,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$0.00

(2013) Current
Request

\$0.00

(2014) Out Year 1

\$0.00

(2015) Out Year 2

\$0.00

(2016) Out Year 3

\$0.00

(2017) Out Year 4

\$11,500,000.00

(2018) Out Year 5

\$3,000,000.00

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

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____ Additional pages attached.

Divider 2

CIP FORM 1

Jefferson County Government

Agency/Department/Office Summary

Name of Agency, Department or Office: Sheriff of Jefferson County

Page: 1 Fiscal Year 2013

(1)	(2)	(3)	(4)	(5)	(6)	(7)				
Pri No	PROJECT NAME & DESCRIPTION	EST'D TOTAL COST	PRIOR ALLOC, SOURCE	CURRENT REQUEST FY 2013	CURRENT ALLOC, OTHER SOURCES	EXPECTED FIVE-YEAR FUTURE PROGRAM REQUESTS				
						2014	2015	2016	2017	2018
1	Purchase of Police Cruisers x (18)	\$940,000	\$0	\$150,000	\$0	\$150,000	\$160,000	\$160,000	\$160,000	\$160,000
0	Weapons training qualifications range	\$50,000	\$0	\$20,000	\$0	\$10,000	\$5,000	\$5,000	\$5,000	\$5,000
3	Route 230 Uvilla Sub-station	\$700,000	\$0	\$0	\$0	\$300,000	\$400,000	\$0	\$0	\$0
2	Mobile Data Terminal System	\$364,000	\$0	\$26,000	\$0	\$32,500	\$214,500	\$26,000	\$32,500	\$32,500

Submitted: 1/6/2012 1:03:00 PM

Final version: NO

Instance Name: FY 2013 CIP - Sheriff of Jefferson County

NOTES:

1. Items shaded in the *Priority* column represent projects which may potentially be funded by Impact Fees.
2. Comments regarding funding elibility for the noted projects appear on the next page.

Impact Fee Coordinator Comments: Sheriff of Jefferson County

LINE #	PROJECT	FEE FUNDING POTENTIAL	COMMENTS
1	Purchase of Police Cruisers x (18)	Partial	Traditionally some new vehicles are replacements for high-mileage cruisers. The Sheriff's office has in the past justified at minimum one new vehicle as being due to increased patrol needs. For the interim, the IFC would recommend one vehicle being purchased by impact fee funds. [1/6/2012 12:55:00 PM]
2	Weapons training qualifications range	Partial	The existing range has not had a capacity increase in years. Part of this project can be funded using impact fees since there has been substantial growth since the last upgrade to this facility. [1/6/2012 12:57:00 PM]
4	Mobile Data Terminal System	Full	Some of these devices are recorded in the current fee inventory for this category (price included in total replacement cost). Thus some of this overall project can be funded by impact fees. [1/6/2012 12:59:00 PM]

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Sheriff of Jefferson County

Project Title: Purchase of Police Cruisers x (18)

Acquisition of Major

Date this form

Project Type: Equipment

prepared: 12/30/2011

Project Location: Jefferson County Sheriffs Office

Project Rank: Urgent/Mandatory

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

Purchase of eighteen (18) new fully equipped police cruisers to replace high mileage nearly expired vehicles within the Departments fleet of vehicles and to enable the Sheriffs Office the ability to assign this equipment to newly hired personnel. Several of the cruisers in use have reached the end of their serviceability and could become a safety liability if utilized beyond their vehicular life expectation.

Estimated Total Cost of Project (\$): \$940,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$150,000.00

\$150,000.00

\$160,000.00

\$160,000.00

\$160,000.00

\$160,000.00

\$160,000.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

Based upon FY 2010 purchase prices on like items and provided estimates.
Current purchase price of fully equipped police vehicles.

_____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Sheriff of Jefferson County

Project Title: Weapons training qualifications range

Project Type: Acquisition of Major Equipment

Date this form
prepared: 12/30/2011

Project Location: Jefferson County

Project Rank: Not Ranked

Project Need: Project DOES NOT benefit new growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

This is for the modernization of the existing firearms range to include the erection of a shooting pavilion.

Estimated Total Cost of Project (\$): \$50,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$):	<u>\$20,000.00</u>	(2013) Current Request
	<u>\$10,000.00</u>	(2014) Out Year 1
	<u>\$5,000.00</u>	(2015) Out Year 2
	<u>\$5,000.00</u>	(2016) Out Year 3
	<u>\$5,000.00</u>	(2017) Out Year 4
	<u>\$5,000.00</u>	(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

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____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Sheriff of Jefferson County

Project Title: Route 230 Uvilla Sub-station

Date this form

prepared: 12/30/2011

Project Type: Land Acquisition

Project Location: Jefferson County Sheriffs Office

Project Rank: Optional/Deferrable

Project Need: Project DOES NOT benefit new growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

In an effort to improve upon our responses for the public's calls for service and provide the Harpers Ferry Shepherdstown communities with the level of police services that they deserve a police facility (sub-station) should be placed in close proximity to these communities. In positioning such a facility along the Route 230 and Bakerton corridor would allow on duty deputies who are assigned to this area the ability to greatly reduce response time to calls for service and allow for directed patrol activities whenever time allows. Having deputies assigned to this facility will allow for familiarity of the environment and its citizens thereby creating an atmosphere of partnership and ownership between the community and the sheriff's office. Additionally this facility would provide both an immediate safe haven for those persons in immediate critical need of assistance and a location by which citizens and victims alike may meet with law enforcement to address issues concerns and to work on investigative matters and to file police reports.

Estimated Total Cost of Project (\$): \$700,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$0.00

\$300,000.00

\$400,000.00

\$0.00

\$0.00

\$0.00

**(2013) Current
Request**

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

Based upon FY 2010 purchase prices on like items and provided estimates.
Architectural plan and design projections not yet obtained.

____ Additional pages attached.

CIP FORM 2

Jefferson County Government ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Sheriff of Jefferson County

Project Title: Mobile Data Terminal System for police vehicle -
communications

Project Type: Acquisition of Major
Equipment

Date this form
prepared: 12/30/2011

Project Location: Jefferson County Sheriffs Office

Project Rank: Necessary/Needed

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

Purchase of mobile data terminals for all sheriff office police cruisers. In order to enhance our already taxed and limited radio communication networking systems and reduce the volume of audible transmitted radio trafficking each vehicle should be equipped with a computer over which calls can be dispatched record and traffic checks performed and other networking capabilities could be performed from the police vehicle. Police reports could be prepared and directly forwarded to the police facility allowing deputies to remain in specific assigned areas for longer periods of time.

Estimated Total Cost of Project (\$): \$364,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$26,000.00

\$32,500.00

\$214,500.00

\$26,000.00

\$32,500.00

\$32,500.00

**(2013) Current
Request**

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

Based upon FY 2005 purchase prices on like items and provided estimates. Cost based upon current projection of \$6500 per computer unit.

____ Additional pages attached.

Divider 3

CIP FORM 1

Jefferson County Government

Agency/Department/Office Summary

Name of Agency, Department or Office: Jefferson County Parks & Recreation Commission

Page: 1 Fiscal Year 2013

(1)	(2)	(3)	(4)	(5)	(6)	(7)				
Pri No	PROJECT NAME & DESCRIPTION	EST'D TOTAL COST	PRIOR ALLOC, SOURCE	CURRENT REQUEST FY 2013	CURRENT ALLOC, OTHER SOURCES	EXPECTED FIVE-YEAR FUTURE PROGRAM REQUESTS				
						2014	2015	2016	2017	2018
1	System Wide Needs Assessment Survey	\$40,000	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0
2	Community Center Phase II	\$2,775,000	\$0	\$0	\$0	\$0	\$0	\$2,775,000	\$0	\$0
2	Indoor Swimming Pool	\$6,084,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,084,000
2	Land Acquisition for Parks	\$1,250,000	\$0	\$0	\$0	\$0	\$700,000	\$0	\$0	\$550,000
2	Moulton Park Improvements	\$45,000	\$0	\$0	\$0	\$0	\$45,000	\$0	\$0	\$0
1	Leetown Park Improvements	\$150,030	\$0	\$10,200	\$0	\$14,290	\$15,290	\$16,650	\$0	\$93,600
2	Mount Mission Park Improvements	\$14,000	\$0	\$0	\$0	\$14,000	\$0	\$0	\$0	\$0
2	South Jefferson Park Improvements	\$259,345	\$0	\$0	\$0	\$11,025	\$0	\$90,950	\$74,120	\$83,250
1	Sam Michaels Park Improvements	\$120,712	\$0	\$15,000	\$0	\$21,600	\$0	\$35,910	\$23,750	\$24,462

CIP FORM 1

Jefferson County Government

Agency/Department/Office Summary

Name of Agency, Department or Office: Jefferson County Parks & Recreation Commission

Page: 2 Fiscal Year 2013

(1)	(2)	(3)	(4)	(5)	(6)	(7)				
Pri No	PROJECT NAME & DESCRIPTION	EST'D TOTAL COST	PRIOR ALLOC. SOURCE	CURRENT REQUEST FY 2013	CURRENT ALLOC. OTHER SOURCES	EXPECTED FIVE-YEAR FUTURE PROGRAM REQUESTS				
						2014	2015	2016	2017	2018
2	Bolivar Nature Park Improvements	\$51,000	\$0	\$0	\$0	\$30,000	\$0	\$21,000	\$0	\$0
1	Hite Road Park Improvements	\$5,902,157	\$0	\$618,120	\$0	\$356,321	\$1,594,070	\$1,654,255	\$1,679,391	\$0
2	Department Vehicle	\$109,200	\$0	\$0	\$0	\$33,600	\$34,560	\$0	\$41,040	\$0
1	Mowing Equipment	\$81,000	\$0	\$15,300	\$0	\$31,500	\$0	\$0	\$34,200	\$0
1	Park System Master Plan	\$70,000	\$0	\$0	\$0	\$70,000	\$0	\$0	\$0	\$0
2	Equipment	\$15,000	\$0	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0
2	Utility Vehicle	\$10,000	\$0	\$0	\$0	\$0	\$10,000	\$0	\$0	\$0

Submitted: 1/6/2012 11:23:00 AM

Final version: NO

Instance Name: FY 2013 CIP - Parks and Recreation Commission

NOTES:

1. Items shaded in the *Priority* column represent projects which may potentially be funded by Impact Fees.
2. Comments regarding funding eligibility for the noted projects appear on the next page.

Impact Fee Coordinator Comments: Jefferson County Parks & Recreation Commission

LINE #	PROJECT	FEE FUNDING POTENTIAL	COMMENTS
1	System Wide Needs Assessment Survey	Partial	Part of this study is justifiable as being required due to new growth. The IFC is estimating that 25% of the project would be eligible. If the P&R Commission can justify a higher percentage this value could change. [1/6/2012 9:53:00 AM]
9	Sam Michaels Park Improvements	Partial	The majority of projects listed are clear expansion of existing facilities and may be funded by impact fees. The fence extension project is probably not justifiable due to new growth and the IFC opinion would be to not fund that project using fee monies. [1/6/2012 9:56:00 AM]
11	Hite Road Park Improvements	Partial	Hite Road Park is a new addition to the park inventory and is justifiable as being due to new growth. The proposed structures and offerings are all available elsewhere and therefore also represent expansion of existing facilities. The funding limit is due to projected total available impact fee monies for FY 2013. [1/6/2012 9:57:00 AM]
13	Mowing Equipment	Full	As long at the P&C commission is clear on which of the proposed mowers is due to increased mowing acreage this purchase may be funded by impact fees. The IFC has noted that some planned purchases are due to replacement however and these may not be funded by impact fees. [1/6/2012 10:01:00 AM]

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Parks & Recreation Commission

Project Title: System Wide Needs Assessment Survey

Date this form
prepared: 11/14/2011

Project Type: Services

Project Location: Jefferson County

Project Rank: Urgent/Mandatory

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

An updated needs assessment survey should be conducted to measure opinions and attitudes from Jefferson County Residents about parks and recreation programs, facilities, and activities. The last needs assessment was conducted in 2005 and growth in the county as well as needs have changed. The findings will help guide the future development of the parks and recreation commission and a Parks Master Plan. The survey should be designed with questions to determine the use of existing parks, programs, and facilities as well as future needs and funding options.

Estimated Total Cost of Project (\$): \$40,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$40,000.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

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____ Additional pages attached.

CIP FORM 2

Jefferson County Government ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Parks & Recreation Commission

Project Title: Community Center Phase II

Project Type: Construction

Date this form
prepared: 11/14/2011

Project Location: Sam Michael's Park

Project Rank: Necessary/Needed

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

To accommodate for future growth in population the JCPRC is requesting funding for Phase II of the Jefferson County Community Center, located at Sam Michaels' Park. Currently, the facility is comprised of one gymnasium, one activity room, a preschool room, fitness room, concession stand, office space, and storage. This project encompasses construction of additional square footage of the Jefferson County Community Center and includes related costs for site and construction documents. It is anticipated that Phase II of the JCCC would include an additional gymnasium, activity rooms, dance room, offices, and more storage. Phase II of the JCCC will allow for the JCPRC staff to offer additional programs and expand existing programs.

Estimated Total Cost of Project (\$): \$2,775,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$0.00

\$0.00

\$0.00

\$2,775,000.00

\$0.00

\$0.00

**(2013) Current
Request**

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

The Jefferson County Parks & Recreation Commission estimated costs based on past expenditures and estimates.

 Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Parks & Recreation Commission

Project Title: Indoor Swimming Pool

Project Type: Construction

Date this form
prepared: 11/14/2011

Project Location: Sam Michael's Park

Project Rank: Necessary/Needed

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

In 2006 the Jefferson County Commission funded a professional recreation assessment survey. The citizens of Jefferson County ranked an indoor swimming pool as a priority recreational need for the county.

Estimated Total Cost of Project (\$): \$6,084,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$0.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$6,084,000.00

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

The Jefferson County Parks & Recreation Commission estimated costs based on past expenditures and estimates from other Parks & Recreation Departments and from estimates from the County's Capital Project Coordinator. (Kirk Davis)

_____ Additional pages attached.

CIP FORM 2

Jefferson County Government ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Parks & Recreation Commission

Project Title: Land Acquisition for Parks

Project Type: Land Acquisition

Date this form
prepared: 11/14/2011

Project Location: TBD

Project Rank: Necessary/Needed

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

This project identifies capital expenditures and appropriations for local parkland acquisitions including related costs for surveys and appraisals. Local parks include urban and rural areas. Acquisitions may include new parkland in areas of the county that are currently lacking parkland as well as additional acreage to existing parks. According to the 2004 Comprehensive Plan adopted by the Jefferson County Commission, Jefferson County is currently in a deficit of parkland. National standards recommend that to serve local needs the ration of parks and recreation space should be approximately ten to twenty acres of land for each 1000 residents. Jefferson County has 373 acres of park land to serve the estimated 50,000 residents. Land will ever be any less expensive than it is now and the amount of undeveloped land in the county is decreasing. The county currently owns nine parks, which include Bolivar Nature Park, Leetown Park, Mount Mission Park, Moulton Park, Sam Michaels' Park, Harvest Hills Park, Heather Marriott Park, and Hite Road Park.

Estimated Total Cost of Project (\$): \$1,250,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$0.00

\$0.00

\$700,000.00

\$0.00

\$0.00

\$550,000.00

**(2013) Current
Request**

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

The Jefferson County Parks & Recreation Commission estimated costs based on current land prices obtained from local realtors and the cost of Hite Road Park, which was purchased in 2009.

____ Additional pages attached.

CIP FORM 2

Jefferson County Government ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Parks & Recreation Commission

Project Title: Moulton Park Improvements

Project Type: Construction

Date this form
prepared: 11/14/2011

Project Location: Moulton Park

Project Rank: Necessary/Needed

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

Moulton Park is unique in the Jefferson County Park System in that it offers public river access to the Shenandoah River. The mile of river frontage is used by individuals, groups, and businesses. The park is an ideal location to enjoy a picnic lunch, fish, camp, or just sit and enjoy nature. In 2009, the JCPRC developed a concept plan for Moulton Park that included the following improvements: Barrier fencing to protect the park grounds from vehicular traffic as well as to protect patrons to the park. In addition, the plan accounts for campsites and additional parking as well as green space. These improvements will formalize distinct areas for all types of recreational use and provide needed recreational opportunities. The JCPRC was awarded a LWCF grant in 2010, which was matched with Impact Fee Funding to complete these improvements, which are currently underway. The JCPRC plans to continue to develop Moulton Park to include a restroom facility.

Estimated Total Cost of Project (\$): \$45,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$0.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

\$0.00

\$45,000.00

\$0.00

\$0.00

\$0.00

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

The Jefferson County Parks & Recreation Commission estimated costs based on past expenditures and quotes received.

 Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Parks & Recreation Commission

Project Title: Leetown Park Improvements

Date this form
prepared: 11/14/2011

Project Type: Renovation

Project Location: Leetown Park

Project Rank: Urgent/Mandatory

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

Due to heavy rains, current road and parking at Leetown Park have been washed out and are in need of major repair. JCPRC will construct drainage ditches, re-grade and gravel existing roads and parking areas. (TOTAL COST: \$10,200.00)

Renovate Concession-Restroom Facility Phase I Building & Electrical (Total Cost \$14,290.00): The current restroom and concession stand facility at Leetown Park needs to be renovated to meet ADA requirements and current usage at the park. With the addition of a new playground in 2009 the park has seen an increase in use by small children and families as well as continued use from Softball, baseball, and football leagues. This project would include replacement of stalls, toilets, urinals, sinks, etc. and bring the facility up to code. In addition, this will include bringing electrical applications up to date and new exhaust and lighting in the kitchen.

Renovate Concession-Restroom Facility Phase II (Total Cost \$15,290.00): This project addresses the need to continue renovations on the concession stand-restroom facility to include renovations to the roof, sidewalk, drainage and floors.

Install Safety Netting (Total Cost \$16,650.00): Install Safety netting on the slow-pitch field at Leetown Park would be beneficial to residents of Jefferson County that drive Leetown Road as the current netting is in disrepair and not adequate. Installing the netting would reduce the risk of property damage and personal injury. Replace ball field lighting on the fast-pitch and slow-pitch softball fields.

Estimated Total Cost of Project (\$): \$150,030.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$10,200.00

\$14,290.00

\$15,290.00

\$16,650.00

\$0.00

\$93,600.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

The Jefferson County Parks & Recreation Commission estimated costs based on past expenditures, bids received, and with input from the County's Capital Project Coordinator. (Kirk Davis)

_____ **Additional pages attached.**

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Parks & Recreation Commission

Project Title: Mount Mission Park Improvements

Project Type: Construction

Date this form
prepared: 11/14/2011

Project Location: Mount Mission Park

Project Rank: Necessary/Needed

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

This project addresses the need to make Mount Mission Park more ADA accessible. We will widen entrance gates, install handicap parking and signs, construct access ramp to play area, install a piece of ADA accessible equipment and build a concrete pad and ramp at pavilion for easy access. Currently there is no handicap accessible equipment at Mount Mission Park.

Estimated Total Cost of Project (\$): \$14,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$0.00

\$14,000.00

\$0.00

\$0.00

\$0.00

\$0.00

**(2013) Current
Request**

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

The Jefferson County Parks & Recreation Commission estimated costs based on past expenditures and quotes received.

_____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Parks & Recreation Commission

Project Title: South Jefferson Park Improvements

Project Type: Construction

Date this form

prepared: 11/14/2011

Project Location: South Jefferson Park

Project Rank: Necessary/Needed

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

Install Handicap Parking & Addition of ADA Equipment (TOTAL COST: \$11,025.00): This project includes adding a handicap parking area and a piece of ADA equipment to the current play system as none currently exist.

Pave Access Road and Parking Areas (TOTAL COST: \$90,950.00): This project includes paving the access road and parking areas.

Install New Play System (TOTAL COST: \$74,120.00): The current play system at South Jefferson Park was installed in 1996. The structure should be updated to meet ADA accessibility standards and provide more recreational opportunities for patrons of the park.

Construct Walking Trail (TOTAL COST:\$83,250.00): This Project includes fees associated with the design and construction of a walking trail at South Jefferson Park.

Estimated Total Cost of Project (\$): \$259,345.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$0.00

\$11,025.00

\$0.00

\$90,950.00

\$74,120.00

\$83,250.00

**(2013) Current
Request**

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

The Jefferson County Parks & Recreation Commission estimated costs based on past expenditures and quotes received.

 Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Parks & Recreation Commission

Project Title: Sam Michaels Park Improvements

Date this form
prepared: 11/14/2011

Project Type: Construction

Project Location: Sam Michaels Park

Project Rank: Urgent/Mandatory

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

Construct a storage room adjacent to the Jefferson County Community Center to expand our useable interior space to house additional equipment and program supplies; such as soccer goals, game tables, and gymnastics equipment which would aid the department in developing new programs and for expansion of current offerings. (\$15,000)

Construct Pavilion by Playground at the JCCC (TOTAL COST: \$21,600): This project involves building a picnic pavilion adjacent to the JCCC Playground. The pavilion would include a restroom facility for patrons to use and could be used by individuals or groups for birthday parties, reunions, and special events.

Extend Walking Trail by ½ mile (TOTAL COST: \$47,500): This project involves extending the current half mile walking trail that surrounds the JCCC to one mile. The trail will be paved so it may be utilized by all.

Complete Installation of Perimeter Fencing (TOTAL COST: \$35,910): This project encompasses completion of a three-board fence around the perimeter of the park property to help protect park property from vehicular traffic.

Estimated Total Cost of Project (\$): \$120,712.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$15,000.00

\$21,600.00

\$0.00

\$35,910.00

\$23,750.00

\$24,462.00

**(2013) Current
Request**

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

The Jefferson County Parks & Recreation Commission estimated costs based on past expenditures and quotes received.

____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Parks & Recreation Commission

Project Title: Bolivar Nature Park Improvements

Project Type: Construction

Date this form
prepared: 11/14/2011

Project Location: Bolivar Nature Park

Project Rank: Necessary/Needed

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

This project funds repair of the gravel road and bridge that is currently deteriorating due to heavy rains and construction of a paved access road and parking area for patrons of Bolivar Nature Park.

Estimated Total Cost of Project (\$): \$51,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$0.00

\$30,000.00

\$0.00

\$21,000.00

\$0.00

\$0.00

**(2013) Current
Request**

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

The Jefferson County Parks & Recreation Commission estimated costs based on past expenditures and quotes received.

____ Additional pages attached.

CIP FORM 2

Jefferson County Government ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Parks & Recreation Commission

Project Title: Hite Road Park Improvements

Date this form
prepared: 11/14/2011

Project Type: Construction

Project Location: Hite Road Park

Project Rank: Urgent/Mandatory

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

This represents a long-term ongoing project targeted at alleviating deficiencies noted in the 2006 survey of parks and recreation needs conducted by the department. The project involves construction and improvements at Hite Road Park. Improvements may include but are not limited to: access roads, utilities, restrooms, concession stands, soccer fields, football fields, baseball fields, picnic pavilions, dog park, and lighting.

Development will proceed in 3 phases developed in conjunction with the firm that produced the Master Plan. The time period included in this CIP encompasses Phase I and II of construction. It is anticipated that multiple components of this improvement will involve partnership initiatives with local user groups assuring their continuous input and cementing their vested interest in the project. Thus department resources will be used in conjunction with grant money and matching monies from user groups to achieve these goals. It must be noted that cost reflected in this CIP reflect total expected costs were the department to assume the entire cost with no input from grant or partnership funding. It is expected that actual cost to the department will be significantly lower as a result of alternative funding streams.

Estimated Total Cost of Project (\$): \$5,902,157.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$618,120.00

\$356,321.00

\$1,594,070.00

\$1,654,255.00

\$1,679,391.00

\$0.00

**(2013) Current
Request**

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

The Jefferson County Parks & Recreation Commission estimated costs based on past expenditures and quotes received.

____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Parks & Recreation Commission

Project Title: Department Vehicle

Project Type: Acquisition of Major Equipment

Date this form
prepared: 11/14/2011

Project Location: Stored at JCPRC Maintenance Building to be used throughout the county.

Project Rank: Necessary/Needed

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

The JCPRC has several vehicles that are over 5 years of age, with high mileage that will need to be replaced over the next several years. The JCPRC currently owns the following:

1999 Dodge Dump Truck - Mileage 85,817
2001 GMC Truck - Mileage 94,513
2004 GMC Truck - Mileage 84,401
2010 GMC Truck - Mileage 25,056

In addition JCPRC acquired new parks within the past three years and will need additional vehicles to help maintain these parks.

Estimated Total Cost of Project (\$): \$109,200.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$0.00

\$33,600.00

\$34,560.00

\$0.00

\$41,040.00

\$0.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

The Jefferson County Parks & Recreation Commission estimated costs based on past expenditures and quotes received.

____ Additional pages attached.

CIP FORM 2

Jefferson County Government ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Parks & Recreation Commission

Project Title: Mowing Equipment

Project Type: Acquisition of Major Equipment

Date this form
prepared: 11/14/2011

Project Location: Stored at JCPRC Maintenance Building to be used throughout the county.

Project Rank: Urgent/Mandatory

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

Due to increased park usage and development, the JCPRC is mowing more acreage and more often therefore, necessitates the need for additional mowing equipment and replacement of old mowers. The JCPRC estimates that we are currently mowing 175 acres of grass; which includes playing fields, playgrounds, pavilions, and open green space. In addition, the JCPRC is mowing 5 acres in Bardane at the Jefferson County Public Services Center. In 2012, the JCPRC is planning to expand its mowing to include an additional 30 acres at Sam Michael's Park, which will be used by youth organizations such as soccer and football for practice space.

Estimated Total Cost of Project (\$): \$81,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$15,300.00

\$31,500.00

\$0.00

\$0.00

\$34,200.00

\$0.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

The Jefferson County Parks & Recreation Commission estimated costs based on past expenditures and quotes received.

____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Parks & Recreation Commission

Project Title: Park System Master Plan

Date this form
prepared: 11/14/2011

Project Type: Services

Project Location: Jefferson County

Project Rank: Urgent/Mandatory

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

This would be Jefferson County's first Parks & Recreation Master Plan and it is intended to guide the JCPRC over the next 10 years. This policy document will guide the County's parks and recreation planning, development, programs and services through 2024. The Parks and Recreation Master Plan should address all aspects of the department including: recreation and human services; children's programs; adult & senior programs, community centers; park development; partnerships; maintenance and tree planting; park operations and maintenance; marketing and special events; and department-wide administrative services. The Parks & Recreation Commission would initiate the Master Plan by appointing a committee to work with staff, the Commission, other city parks & recreation departments, and a consultant to ensure a complete process. The update will involve significant public participation. Recommendations will be scheduled into the parks & recreation commission's capital improvement planning process.

Estimated Total Cost of Project (\$): \$70,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$0.00

\$70,000.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

The Jefferson County Parks & Recreation Commission estimated costs based on past expenditures.

____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Parks & Recreation Commission

Project Title: Equipment

Acquisition of Major

Date this form

Project Type: Equipment

prepared: 11/14/2011

Project Location: All Locations

Project Rank: Necessary/Needed

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

The JCPRC staff has set high standards for the maintenance of the park system and strives to ensure they are safe and enjoyable for Jefferson County Residents. Due to continued growth and expansion, the JCPRC staff is having difficulty maintaining these standards without proper equipment. Currently, the only equipment the department has and uses are tractors, mowers, and trucks. With the addition of a Bobcat, the department will be able to easily clear land for expansion, push/remove trees and undergrowth, grade, and remove snow from the Jefferson County Community Center.

Estimated Total Cost of Project (\$): \$15,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$15,000.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

The Jefferson County Parks & Recreation Commission estimated costs based on quotes and research.

____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Jefferson County Parks & Recreation Commission

Project Title: Utility Vehicle

Project Type: Acquisition of Major Equipment

Date this form prepared: 11/14/2011

Project Location: All Locations

Project Rank: Necessary/Needed

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

Along with additional parks, trails and the plan for future development and events, department staff is experiencing difficulty accessing areas of the parks using trucks. Providing staff with a utility vehicle will allow easier access to the areas and will result in less disturbance of the turf and impact on park amenities (paved paths, ballfields, etc.). Additional benefits include reduction in operational hours of tractors and trucks, reduced environmental impact, and an extension in the service life or larger equipment. In addition, a utility vehicle would assist staff with special events and provide the opportunity to sell concessions during events.

Estimated Total Cost of Project (\$): \$10,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$0.00

\$0.00

\$10,000.00

\$0.00

\$0.00

\$0.00

(2013) Current Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

The Jefferson County Parks & Recreation Commission estimated costs based on quotes and research.

____ Additional pages attached.

Divider 4

CIP FORM 1

Jefferson County Government

Agency/Department/Office Summary

Name of Agency, Department or Office:

Blue Ridge Fire Company

Page: 1 Fiscal Year 2013

(1)	(2)	(3)	(4)	(5)	(6)	(7)				
Pri No	PROJECT NAME & DESCRIPTION	EST'D TOTAL COST	PRIOR ALLOC, SOURCE	CURRENT REQUEST FY 2013	CURRENT ALLOC, OTHER SOURCES	EXPECTED FIVE-YEAR FUTURE PROGRAM REQUESTS				
						2014	2015	2016	2017	2018
1	Generator	\$65,000	\$0	\$65,000	\$0	\$0	\$0	\$0	\$0	\$0
1	Sub Station Generator	\$40,000	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0
2	Cascade Unit and New Breathing Apparatus	\$160,000	\$0	\$0	\$0	\$40,000	\$40,000	\$40,000	\$40,000	\$0
2	Urban Interface 4 x 4 Pumper	\$400,000	\$0	\$0	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$0
3	New Duty Car	\$60,000	\$0	\$0	\$0	\$30,000	\$30,000	\$0	\$0	\$0

Submitted: 1/6/2012 11:23:00 AM

Final version: NO

Instance Name: FY 2013 CIP - Blue Ridge Mountain Fire Company

NOTES:

1. Items shaded in the *Priority* column represent projects which may potentially be funded by Impact Fees.
2. Comments regarding funding eligibility for the noted projects appear on the next page.

Impact Fee Coordinator Comments: Blue Ridge Fire Company

LINE #	PROJECT	FEE FUNDING POTENTIAL	COMMENTS
1	Generator	Full	There are several emergency generators in county facilities. This represents an expansion of that inventory. [1/6/2012 11:16:00 AM]
2	Sub Station Generator	Full	There are several emergency generators in county facilities. This represents an expansion of that inventory. [1/6/2012 11:17:00 AM]

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Blue Ridge Fire Company

Project Title: Generator

Project Type: Acquisition of Major
Equipment

Date this form
prepared: 11/30/2011

Project Location: 181 Keyes Gap Road, Blue Ridge Mtn, Harpers Ferry, WV
25425

Project Rank: Urgent/Mandatory

Project Need: Project DOES NOT benefit new growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

This generator will allow us to maintain the station and keep our equipment charged at full capacity in case of an extended power outage. The generator will increase the number of facilities in the county that provide emergency shelter to the public.

Estimated Total Cost of Project (\$): \$65,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$65,000.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

Cost reflects current market values of equipment.

____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Blue Ridge Fire Company

Project Title: Sub Station Generator

Project Type: Acquisition of Major Equipment

Date this form
prepared: 11/30/2011

Project Location: 100 Mission Road, Blue Ridge Mtn, Harpers Ferry, WV 25425

Project Rank: Urgent/Mandatory

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

This generator will allow us to maintain the sub-station and keep our equipment charged at full capacity in case of an extended power outage. The generator will increase the number of facilities in the county that provide emergency shelter to the public.

Estimated Total Cost of Project (\$): \$40,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$40,000.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

Cost reflects current market values of equipment.

____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Blue Ridge Fire Company

Project Title: Cascade Unit and New Breathing Apparatus

Project Type: Acquisition of Major Equipment

Date this form
prepared: 11/30/2011

Project Location: 181 Keyes Gap Road, Blue Ridge Mtn, Harpers Ferry, WV 25425

Project Rank: Necessary/Needed

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

The cascade unit and new breathing apparatus will allow us to maintain the standard of fire fighting and rescue that is expected of any fire company in the county.

Estimated Total Cost of Project (\$): \$160,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$0.00

\$40,000.00

\$40,000.00

\$40,000.00

\$40,000.00

\$0.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

Cost reflects current market values of equipment.

_____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Blue Ridge Fire Company

Project Title: Urban Interface 4 x 4 Pumper

Project Type: Acquisition of Major Equipment

Date this form
prepared: 11/30/2011

Project Location: 181 Keyes Gap Road, Blue Ridge Mtn, Harpers Ferry, WV 25425

Project Rank: Necessary/Needed

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

This fire engine will allow us to maintain/increase our response times regardless of weather and/or road conditions. It will allow us to better serve the public in their time of need.

Estimated Total Cost of Project (\$): \$400,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$0.00

\$100,000.00

\$100,000.00

\$100,000.00

\$100,000.00

\$0.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

Cost reflects current market values of equipment.

_____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Blue Ridge Fire Company

Project Title: New Duty Car

Project Type: Acquisition of Major Equipment

Date this form
prepared: 11/30/2011

Project Location: 181 Keyes Gap Road, Blue Ridge Mtn, Harpers Ferry, WV 25425

Project Rank: Optional/Deferrable

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

This vehicle will allow us to better serve the community by the rapid response of key personnel to the particular incident scene. It will enable a quicker size-up of the incident, therefore, making sure the proper equipment is en-route to handle the situation whether it be a fire or ambulance call.

Estimated Total Cost of Project (\$): \$60,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$0.00

\$30,000.00

\$30,000.00

\$0.00

\$0.00

\$0.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

Cost reflects current market values of equipment.

____ Additional pages attached.

CIP FORM 1

Jefferson County Government

Agency/Department/Office Summary

Name of Agency, Department or Office: Citizens Fire Company

Page: 1 Fiscal Year 2013

(1)	(2)	(3)	(4)	(5)	(6)	(7)				
Pri No	PROJECT NAME & DESCRIPTION	EST'D TOTAL COST	PRIOR ALLOC, SOURCE	CURRENT REQUEST FY 2013	CURRENT ALLOC, OTHER SOURCES	EXPECTED FIVE-YEAR FUTURE PROGRAM REQUESTS				
						2014	2015	2016	2017	2018
1	Transport Unit (Ambulance, ALS Capable)	\$200,000	\$0	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0
2	Air Conditioner for Engine Bay	\$100,000	\$0	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0

Submitted: 1/6/2012 12:54:00 PM

Final version: NO

Instance Name: FY 2013 CIP - Citizens Fire Company

NOTES:

1. Items shaded in the *Priority* column represent projects which may potentially be funded by Impact Fees.
2. Comments regarding funding eligibility for the noted projects appear on the next page.

Impact Fee Coordinator Comments: Citizens Fire Company

LINE #	PROJECT	FEE FUNDING POTENTIAL	COMMENTS
1	Transport Unit (Ambulance, ALS Capable)	Full	This project represents an expansion of the EMS vehicle inventory across the county and may be funded by impact fees. [1/6/2012 12:52:00 PM]

CIP FORM 2

Jefferson County Government ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Citizens Fire Company

Project Title: Emergency Medical Services - Transport Unit (Ambulance, ALS Capable)

Project Type: Acquisition of Major Equipment

Date this form prepared: 12/14/2011

Project Location: Citizens Fire Company

Project Rank: Urgent/Mandatory

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

According to the 2010 census, Jefferson County covers an area of 212 square miles and has a population of 53,498 (approximately 252 people per square mile). Currently, the Emergency Medical Services in Jefferson County is comprised of five volunteer companies and the Jefferson County Emergency Services Agency. Combined, these companies equip 8 ambulances and 1 reserve ambulance.

The first due response area of Citizens Fire Company is 43.3 square miles or 21% of the land area in Jefferson County and has 3,807 addressable structures. It currently consists of two schools, Page Jackson Elementary and Washington High School and has four major roadways, Rt. 340, Rt. 9, Rt.115 and the new Rt. 9, which is currently under construction.

Services currently provided by Citizens Fire Company do not include EMS transport, therefore, the first due response area of Company 2 (Citizens) is covered by Company 4 (Independent), which houses 2 ambulances and responds to approximately 80 square miles or 38% of the land area in Jefferson County (approximately 20,329 people based on the 2010 census). On average, Company 4 responds to approximately 2,236 emergency medical calls for service a year, which represents over half of the EMS calls for Jefferson County.

An ambulance at Company 2 would drastically increase the service delivery to the residents of Jefferson County, while greatly decreasing the demand on Company 4's first due emergency medical services. At a moment when seconds count, this transport unit would decrease the on-scene response times for residents within the Company 2 response area. In addition to first due calls, an ambulance at Company 2 would also run as a second due resource to response areas covered by Company 4, Company 5 (Blue Ridge), Company 1 (Friendship) and mutual aid jurisdictions, which would also greatly reduce the on-scene response times for emergency medical incidents in those areas.

Further justification for a transport unit at Citizens Fire Company references the recently adopted Jefferson County Emergency Services Agency EMS/Fire and Rescue Five-Year Strategic Plan (January 24, 2011). As listed in Table 7: Recommended JCESA Staffing Model (page 21), it is recommended that Citizens Fire Company receive one FF/EMT from 7a-7p, 5 days a week, in Fiscal Year 2012. Placing an EMS transport unit at Company 2 would allow this position to be utilized in either a fire or EMS role.

Estimated Total Cost of Project (\$): \$200,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$):	<u>\$200,000.00</u>	(2013) Current Request
	<u>\$0.00</u>	(2014) Out Year 1
	<u>\$0.00</u>	(2015) Out Year 2
	<u>\$0.00</u>	(2016) Out Year 3
	<u>\$0.00</u>	(2017) Out Year 4
	<u>\$0.00</u>	(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

Based on estimates from recent Jefferson County ambulance and supply purchases.

X **Additional pages attached.**

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Citizens Fire Company

Project Title: Air Conditioner for Engine Bay

Project Type: Renovation

Date this form

prepared: 12/14/2011

Project Location: Citizens Fire Company

Project Rank: Necessary/Needed

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

Citizens Fire Company is the evacuation facility for Charles Town Middle School, located on High Street in Charles Town. If an emergency were to force the middle school to evacuate, an air conditioned facility would provide comfort and maintain safety of the students and faculty.

Estimated Total Cost of Project (\$): \$100,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$100,000.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

Based on manufacturers suggested retail price and installation hour estimates.

____ Additional pages attached.

CIP FORM 1

Jefferson County Government

Agency/Department/Office Summary

Name of Agency, Department or Office: Friendship Fire Company

Page: 1 Fiscal Year 2013

(1)	(2)	(3)	(4)	(5)	(6)	(7)				
Pri No	PROJECT NAME & DESCRIPTION	EST'D TOTAL COST	PRIOR ALLOC, SOURCE	CURRENT REQUEST FY 2013	CURRENT ALLOC, OTHER SOURCES	EXPECTED FIVE-YEAR FUTURE PROGRAM REQUESTS				
						2014	2015	2016	2017	2018
2	Generator for Building	\$75,000	\$0	\$75,000	\$0	\$0	\$0	\$0	\$0	\$0
1	NEW PRIMARY STATION	\$1,500,000	\$0	\$300,000	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$0
2	URBAN INTERFACE PUMPER	\$360,000	\$0	\$120,000	\$0	\$120,000	\$120,000	\$0	\$0	\$0
2	2 ADDITIONAL THERMAL IMAGERS	\$20,000	\$0	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0

Submitted: 1/6/2012 11:34:00 AM

Final version: NO

Instance Name: FY 2013 CIP - Friendship Fire Company

NOTES:

1. Items shaded in the *Priority* column represent projects which may potentially be funded by Impact Fees.
2. Comments regarding funding eligibility for the noted projects appear on the next page.

Impact Fee Coordinator Comments: Friendship Fire Company

LINE #	PROJECT	FEE FUNDING POTENTIAL	COMMENTS
1	Generator for Building	Full	There are several emergency generators in county facilities. This represents an expansion of that inventory. [1/6/2012 11:24:00 AM]
2	NEW PRIMARY STATION	Partial	This represents an expansion in the square footage owned by the company. A full determination of the amount of impact fees which could be expended on this project must await the cash flow analysis which is conducted in February. [1/6/2012 11:26:00 AM]
4	2 ADDITIONAL THERMAL IMAGERS	Full	This represents an increase in the total inventory of these devices and can be justified due to increased fire calls. [1/6/2012 11:32:00 AM]

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Friendship Fire Company

Project Title: Generator for Building

Project Type: Acquisition of Major Equipment

Date this form
prepared: 9/19/2011

Project Location: Friendship Fire Company

Project Rank: Necessary/Needed

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

This generator would allow us to maintain the station and keep our equipment charged at full capacity in case of extended power outage for extended time. The generator will increase the number of facilities in the county that provide emergency shelter to the public.

Estimated Total Cost of Project (\$): \$75,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$75,000.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

.

____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Friendship Fire Company

Project Title: NEW PRIMARY STATION

Project Type: Construction

Date this form
prepared: 10/21/2011

Project Location: HARPERS FERRY/BOLIVAR

Project Rank: Urgent/Mandatory

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

Company is desperately in need of replacing its current facility to accommodate county growth, safety and NFPA compliance.

Company is in process of obtaining land for 2nd station site. Company intent is to construct 2nd fire station in more central location to accommodate growth.

Current station would remain active and used as a substation.

Estimated Total Cost of Project (\$): \$1,500,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$):	<u>\$300,000.00</u>
	<u>\$300,000.00</u>
	<u>\$300,000.00</u>
	<u>\$300,000.00</u>
	<u>\$300,000.00</u>
	<u>\$0.00</u>

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

Cost estimates reflect proposals received from qualified general contractor to include, but not limited to...architectural drawings, permits, labor, and materials.

____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Friendship Fire Company

Project Title: URBAN INTERFACE PUMPER

Project Type: Acquisition of Major Equipment

Date this form prepared: 10/21/2011

Project Location: HARPERS FERRY/BOLIVAR

Project Rank: Necessary/Needed

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

Additional piece of equipment which is a more versatile urban interface pumper (1000 gal.)

Seeking smaller unit to access smaller streets and hard to reach areas. Unit to be equipped with rescue tools and 1,000 gallon water tank.

Estimated Total Cost of Project (\$): \$360,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$120,000.00

\$120,000.00

\$120,000.00

\$0.00

\$0.00

\$0.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

Cost reflects current market value of equipment.

____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Friendship Fire Company

Project Title: 2 ADDITIONAL THERMAL IMAGERS

Project Type: Acquisition of Major
Equipment

Date this form
prepared: 10/21/2011

Project Location: HARPERS FERRY/BOLIVAR

Project Rank: Necessary/Needed

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

Additional Thermal Imagers are needed on equipment to help us better serve the community in times of search and rescue and hazardous conditions during fire. This equipment will always be very beneficial in determining that a fire is completely out.

Estimated Total Cost of Project (\$): \$20,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$20,000.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

Cost reflects current market value of equipment.

____ Additional pages attached.

CIP FORM 1

Jefferson County Government

Agency/Department/Office Summary

Name of Agency, Department or Office:

Independent Fire Company

Page: 1 Fiscal Year 2013

(1)	(2)	(3)	(4)	(5)	(6)	(7)				
Pri No	PROJECT NAME & DESCRIPTION	EST'D TOTAL COST	PRIOR ALLOC, SOURCE	CURRENT REQUEST FY 2013	CURRENT ALLOC, OTHER SOURCES	EXPECTED FIVE-YEAR FUTURE PROGRAM REQUESTS				
						2014	2015	2016	2017	2018
1	Building Project	\$2,500,000	\$750,000	\$50,000	\$1,000,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
2	Equipment Utility Pickup Truck	\$50,000	\$20,000	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0

Submitted: 1/6/2012 12:07:00 PM

Final version: NO

Instance Name: FY 2013 CIP - Independent Fire Company

NOTES:

1. Items shaded in the *Priority* column represent projects which may potentially be funded by Impact Fees.
2. Comments regarding funding elibility for the noted projects appear on the next page.

Impact Fee Coordinator Comments: Independent Fire Company

LINE #	PROJECT	FEE FUNDING POTENTIAL	COMMENTS
1	Building Project	Full	This represents expansion of existing inventory and is fee fundable. The initial design component or preparatory work for this project would be eligible for impact fee funding. [1/6/2012 11:47:00 AM]
2	Equipment Utility Pickup Truck	Partial	This project is a partial replacement/partial upgrade and additional vehicle. The IFC feels that the differential between the value of the current vehicle and the new vehicle would represent the expansion component. That amount can be funded by impact fees. Due to the complexity of this situation however, the IFC also suggests that other funding sources would be the cleanest route to fund this project. [1/6/2012 12:05:00 PM]

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Independent Fire Company

Project Title: Building Project

Project Type: Renovation

Date this form

prepared: 12/14/2011

Project Location: Independent Fire Company

Project Rank: Urgent/Mandatory

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

The scope of the project is to renovate our facility to accommodate around the clock career staffing provided by the Jefferson County Emergency Services Agency. We have down scaled our project from a complete replacement of our existing structure to adding on and gutting the interior and completely redoing.

Estimated Total Cost of Project (\$): \$2,500,000.00

Prior Allocation (\$): \$750,000.00

Funding Request Breakdown by Year (\$): \$50,000.00

\$50,000.00

\$50,000.00

\$50,000.00

\$50,000.00

\$50,000.00

**(2013) Current
Request**

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

Our current method is based on calculation provided by an architect to include every step of the project from beginning to end. These are available for review if requested. Based on our scaling down of the total project we are still in meting with architects and contractors.

 Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Independent Fire Company

Project Title: Equipment Utility Pickup Truck

Acquisition of Major

Project Type: Equipment

Date this form

prepared: 12/14/2011

Project Location: Independent Fire Company

Project Rank: Necessary/Needed

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

The company is in need of a vehicle to safely pull our boat trailer. Independent is the only provider in Jefferson County for swift water rescue. Our current utility is suited more as a staffing transporter as well as necessary for assisting our EMS functions during the winter snow storms. Our current utility is to be retained for theses reasons. We have found it necessary to obtain a pickup type vehicle to not only pull our boat, but to transport portable equipment during large incidents. With the large diameter hose used in the fire service today it is next to impossible to repack on the scene as well as transport back to the station. In addition there are other types of portable equipment that this type of vehicle would benefit from.

Estimated Total Cost of Project (\$): \$50,000.00

Prior Allocation (\$): \$20,000.00

Funding Request Breakdown by Year (\$): \$30,000.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

Total cost of equipment utility is approximately \$50,000 with Independent supplying \$20,000 leaving a total of \$30,000 requested.

____ Additional pages attached.

CIP FORM 1

Jefferson County Government

Agency/Department/Office Summary

Name of Agency, Department or Office: Middleway Fire Company

Page: 1 Fiscal Year 2013

(1)	(2)	(3)	(4)	(5)	(6)	(7)				
Pri No	PROJECT NAME & DESCRIPTION	EST'D TOTAL COST	PRIOR ALLOC, SOURCE	CURRENT REQUEST FY 2013	CURRENT ALLOC, OTHER SOURCES	EXPECTED FIVE-YEAR FUTURE PROGRAM REQUESTS				
						2014	2015	2016	2017	2018
1	Stand By Generator	\$50,000	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0
1	Auto Pulse	\$15,000	\$0	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0

Submitted: 1/6/2012 11:36:00 AM

Final version: NO

Instance Name: FY 2013 CIP - Middleway Fire Company

NOTES:

1. Items shaded in the *Priority* column represent projects which may potentially be funded by Impact Fees.
2. Comments regarding funding elibility for the noted projects appear on the next page.

Impact Fee Coordinator Comments: Middleway Fire Company

LINE #	PROJECT	FEE FUNDING POTENTIAL	COMMENTS
1	Stand By Generator	Full	The IFC would only recommend this equipment following completion of the building. Otherwise it does represent an expansion of the current inventory of generators within the emergency services realm. [1/6/2012 11:34:00 AM]
2	Auto Pulse	Full	This represents an expansion of existing inventory and is justifiable due to increasing EMS calls. [1/6/2012 11:35:00 AM]

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Middleway Fire Company

Project Title: Stand By Generator

Project Type: Acquisition of Major Equipment

Date this form
prepared: 12/8/2011

Project Location: Middleway Volunteer Fire Company

Project Rank: Urgent/Mandatory

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

A stand by generator will provide backup power for full function of the fire station operation during periods of power outages as well as emergency shelter for area residents during power outages which can be long due to the rural area.

Estimated Total Cost of Project (\$): \$50,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$50,000.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

cost of similar project in FY 2012

____ Additional pages attached.

CIP FORM 2

Jefferson County Government

ANNUAL and FIVE YEAR PROJECT REQUEST and JUSTIFICATION

Agency/Department: Middleway Fire Company

Project Title: Auto Pulse

Project Type: Acquisition of Major Equipment

Date this form
prepared: 12/7/2011

Project Location: Middleway Volunteer Fire Company

Project Rank: Urgent/Mandatory

Project Need: Project benefits BOTH new and existing growth

Budget Impact: No

DESCRIPTION AND JUSTIFICATION (See Instructions for Form 2 - attach additional pages as needed).

An auto pulse is a tool used during CPR to provide chest compressions which will free up manpower to provide other life saving medications as well as provide a more effective and consistent chest compression rate which helps improve the chance of surviving a heart attack.

Estimated Total Cost of Project (\$): \$15,000.00

Prior Allocation (\$): \$0.00

Funding Request Breakdown by Year (\$): \$15,000.00

(2013) Current
Request

(2014) Out Year 1

(2015) Out Year 2

(2016) Out Year 3

(2017) Out Year 4

(2018) Out Year 5

DESCRIBE METHOD OF CALCULATING ESTIMATED COST OF PROJECT: (See Instructions)

recent purchase price of same item in our county in 2012 FY.

____ Additional pages attached.

