

698 CAPITAL OUTLAY			2025	2025	2025	2025	2026
<u>Org</u>	<u>Object</u>	<u>Description</u>	<u>Revised Budget</u>	<u>Actual</u>	<u>Available</u>	<u>Percent</u>	<u>FY26 Revised Budget</u>
001698	456600	CONTR/TRSFR TO OTHR FUNDS	\$ -	\$ -	\$ -	-	\$ -
001698	456604	TRANSFER TO GENERAL SCHOOL FD	-	-	-	-	-
001698	456605	TRANSFER TO MAGISTRTE CT FUND	-	-	-	-	-
001698	456606	TRANSFER TO BARDANE FUND	-	-	-	-	-
001698	456607	TRANSFER TO ASSESSOR VAL FUND	-	-	-	-	-
001698	456608	TRANSFER TO STATE GRANT FUND	-	-	-	-	-
001698	456609	TRANSFER TO CAPITAL OUTLAY FND	653,975	-	653,975	-	-
001698	456611	TRANSFER TO FEDERAL GRANT FUND	-	-	-	-	-
			<u>\$ 653,975</u>			TOTAL	<u>\$ -</u>

Org	Object	Project	Description	2024 Revised Budget	2024 Actual	2024 Available	2024 Percent	2025 Revised Budget	2025 Actual	2025 Available	2025 Percent	2026 FY26 Revised Budget
246	200		AP CONTROL ACCOUNT	-	(112,605)	-	-	-	112,605	-	-	-
246	285		APPROPRIATIONS	-	(21,546,264)	-	-	-	-	-	-	-
5401	423200		BANK CHARGES	-	-	-	-	-	-	-	-	-
246987	445700	00020	C/O -COURTHOUSE PAINT	-	-	-	-	-	-	-	-	-
246988	445700	00030	C/O DOWNTOWN CAMPUS REPAIRS	-	95,466	(95,466)	-	-	-	-	-	-
246982	445900	00031	C/O EQPT -IT BARDANE DATA CTR	-	58,232	(58,232)	-	-	-	-	-	-
246992	445900	00015	C/O EQPT-911 TELEPHONE SYSTEM	-	-	-	-	-	-	-	-	-
246982	445900	00029	C/O EQPT-IT DNTN EMERG DATACTR	-	-	-	-	-	-	-	-	-
246401	445700		CAPITAL OUTLAY-BUILDINGS	-	-	-	-	-	-	-	-	-
246960	445700	00027	CAPITAL OUTLAY-BUILDINGS	-	-	-	-	-	348,795	(348,795)	-	LEGAL FEES
246980	445700		CAPITAL OUTLAY-BUILDINGS	-	-	-	-	-	-	-	-	-
246986	445700		CAPITAL OUTLAY-BUILDINGS	-	-	-	-	-	-	-	-	-
246987	445700	00022	CAPITAL OUTLAY-BUILDINGS	-	-	-	-	-	-	-	-	-
246988	445700		CAPITAL OUTLAY-BUILDINGS	116,646	31,208	13,856	88	-	64,509	7,073	-	AIR HANDLER
246988	445700	00005	CAPITAL OUTLAY-BUILDINGS	-	-	-	-	-	-	-	-	-
246988	445700	00011	CAPITAL OUTLAY-BUILDINGS	-	-	-	-	-	-	-	-	-
246988	445700	00025	CAPITAL OUTLAY-BUILDINGS	-	-	-	-	-	-	-	-	-
246993	445700		CAPITAL OUTLAY-BUILDINGS	-	8,037	(8,037)	-	-	24,521	(26,856)	-	BILL GRAY PROJECT
246993	445700	00026	CAPITAL OUTLAY-BUILDINGS	-	-	-	-	-	-	-	-	-
246425	446000		CAPITAL OUTLAY-CONSTRUCTN	-	-	-	-	-	-	-	-	-
246987	446000		CAPITAL OUTLAY-CONSTRUCTN	-	-	-	-	-	-	-	-	-
246987	446000	00004	CAPITAL OUTLAY-CONSTRUCTN	-	-	-	-	-	-	-	-	-
246987	446000	00009	CAPITAL OUTLAY-CONSTRUCTN	-	-	-	-	-	-	-	-	-
246992	446000		CAPITAL OUTLAY-CONSTRUCTN	-	-	-	-	-	-	-	-	-
246983	445901		CAPITAL OUTLAY-ELEC CIP	-	-	-	-	-	-	-	-	-
246979	445900	00028	CAPITAL OUTLAY-EQPT WIN SRV OS	-	-	-	-	-	-	-	-	-
246424	445900		CAPITAL OUTLAY-EQUIPMENT	-	-	-	-	-	-	-	-	-
246960	445900		CAPITAL OUTLAY-EQUIPMENT	175,000	-	175,000	-	128,000	27,785	100,215	22	GEN GOV EQUIP
246965	445900		CAPITAL OUTLAY-EQUIPMENT	-	-	-	-	30,000	-	30,000	-	GARAGE EQUIP
246979	445900	00023	CAPITAL OUTLAY-EQUIPMENT	-	-	-	-	-	-	-	-	-
246980	445900		CAPITAL OUTLAY-EQUIPMENT	766,487	557,265	209,222	73	90,944	-	66,096	27	-
246982	445900		CAPITAL OUTLAY-EQUIPMENT	75,000	-	75,000	-	100,000	-	100,000	-	IT EQUIP
246982	445900	00013	CAPITAL OUTLAY-EQUIPMENT	-	-	-	-	-	-	-	-	-
246982	445900	00032	CAPITAL OUTLAY-EQUIPMENT	300,000	248,992	51,008	83	-	15,950	(15,950)	-	COURTHOUSE AUTO
246982	445900	00033	CAPITAL OUTLAY-EQUIPMENT	-	-	-	-	-	-	-	-	-
246983	445900		CAPITAL OUTLAY-EQUIPMENT	98,200	49,100	49,100	50	-	-	-	-	-
246987	445900		CAPITAL OUTLAY-EQUIPMENT	100,000	95,311	1,087	99	-	4,025	(423)	-	-
246992	445900		CAPITAL OUTLAY-EQUIPMENT	147,556	97,427	50,129	66	-	-	-	-	-
246992	445900	00012	CAPITAL OUTLAY-EQUIPMENT	-	-	-	-	-	-	-	-	-
246992	445900	00024	CAPITAL OUTLAY-EQUIPMENT	-	-	-	-	-	-	-	-	-
246993	445900		CAPITAL OUTLAY-EQUIPMENT	-	-	-	-	15,000	-	15,000	-	AN CONTROL EQUIP
246994	445900		CAPITAL OUTLAY-EQUIPMENT	15,000	-	15,000	-	902,500	-	902,500	-	EMS
246988	442800		CAPITAL OUTLAY-IMPROVEMENTS	-	-	-	-	200,000	-	200,000	-	OTHER BUILDINGS
246986	445600		CAPITAL OUTLAY-LAND	-	-	-	-	-	-	-	-	-
246988	445600	00018	CAPITAL OUTLAY-LAND	-	-	-	-	-	-	-	-	-
246986	445800		CAPITAL OUTLAY-OTHR IMPRV	-	-	-	-	-	-	-	-	-
246988	445800		CAPITAL OUTLAY-OTHR IMPRV	-	-	-	-	-	-	-	-	-
246988	445800	00006	CAPITAL OUTLAY-OTHR IMPRV	-	-	-	-	-	-	-	-	-
246988	445800	00008	CAPITAL OUTLAY-OTHR IMPRV	-	-	-	-	-	-	-	-	-
246992	445800		CAPITAL OUTLAY-OTHR IMPRV	-	-	-	-	-	-	-	-	-
246988	445900		CAPITAL OUTLAY-VEH-EQPT	20,000	15,039	4,961	75	-	-	-	-	-
246	101		CASH-CAPITAL OUTLAY FUND	-	16,275,616	-	-	-	(568,905)	-	-	-
246699	467500		CONTINGENCY-FUND BAL RESERVE	18,960,587	-	18,960,587	-	15,539,000	-	15,539,000	-	-
246996	456704		CONTR/TRFR OTHER GOV-JCESA EQT	-	-	-	-	-	-	-	-	-
246900	456700		CONTR/TRSFR OTHR GOV UNIT	55,000	55,000	-	100	-	-	-	-	-
246964	456700		CONTR/TRSFR OTHR GOV UNIT	-	-	-	-	-	-	-	-	-
246990	456700		CONTR/TRSFR OTHR GOV UNIT	-	-	-	-	-	-	-	-	-
246994	456700		CONTR/TRSFR OTHR GOV UNIT	-	-	-	-	-	-	-	-	-
246996	456700		CONTR/TRSFR OTHR GOV UNIT	81,000	-	81,000	-	-	-	-	-	-
246698	456600		CONTR/TRSFR TO OTHR FUNDS	-	-	-	-	-	-	-	-	-
246988	456600	00018	CONTR/TRSFR TO OTHR FUNDS	-	-	-	-	-	-	-	-	-
246401	423000		CONTRACTED SERVICES	-	-	-	-	-	-	-	-	-
246	114		DUE FROM OTHER FUNDS	-	65,680	-	-	-	-	-	-	-
246	115		DUE FROM OTHER GOV UNITS	-	49,100	-	-	-	-	-	-	-
246	288		DUE TO /DUE FROM CONTROL	-	-	-	-	-	-	-	-	-
246	215		DUE TO OTHER FUNDS	-	65,680	-	-	-	-	-	-	-
246980	445902		EQUIPMENT-OTHER /NON-VEHICLES	-	-	-	-	-	55,439	(61,346)	-	-
246	286		ESTIMATED REVENUES	-	21,546,264	-	-	-	-	-	-	-
246	400		EXPENDITURE CONTROL ACCOUNT	-	1,364,015	-	-	-	545,648	-	-	-
246	282		FUND BALANCE-RESRVE CY ENCUMB	-	380,800	-	-	-	28,594	-	-	-
246	280		FUND BALANCE-RESRVE FOR ENCUMB	-	(380,800)	-	-	-	(28,594)	-	-	-

246	281	FUND BALANCE-RESERVE PY ENCUMB	-	-	-	-	-	-	-	-	-	-
246	299001	FUND BALANCE-UNASSIGNED-BUDGET	(17,507,257)	-	(17,507,257)	-	(16,343,469)	-	(16,343,469)	-	-	-
246	299	FUND BALANCE-UNRESERVED	-	(17,507,257)	-	-	-	-	-	-	-	-
246	287	FUND BALANCE-UNRESERVED CFWD	-	-	-	-	-	-	-	-	-	-
246	385M00	GAIN / LOSS SALE-FIXED ASST	-	-	-	-	-	-	-	-	-	-
246	365H0	INTEREST EARNED	(8,000)	(39,577)	31,577	495	(8,000)	(85,380)	77,380	1,067	-	-
246	366M00	MISCELLANEOUS REVENUE	-	(160,650)	160,650	-	-	-	-	-	-	-
246	206	NOTES PAYABLE	-	-	-	-	-	-	-	-	-	-
246401	423700	OTHER FEES AND TAXES	-	-	-	-	-	-	-	-	-	-
246424	423700	OTHER FEES AND TAXES	-	-	-	-	-	-	-	-	-	-
246440	423700	OTHER FEES AND TAXES	-	-	-	-	-	-	-	-	-	-
246	203	PCARD CONTROL / LIABILITY	-	-	-	-	-	(3,968)	-	-	-	-
246	122	PREPAID ACCOUNT	-	-	-	-	-	-	-	-	-	-
246983	467100	PRINCIPAL PAYMENT ON DEBT	-	-	-	-	-	-	-	-	-	-
246	378M00	PROCEEDS F/BOND RESTRUCTURING	-	-	-	-	-	-	-	-	-	-
246401	422300	PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-	-
246960	422300	PROFESSIONAL SERVICES	35,788	3,438	32,351	10	-	4,500	(4,500)	-	-	-
246960	422300 00027	PROFESSIONAL SERVICES	500,000	49,500	450,500	10	-	3,725	(17,225)	-	-	-
246988	422300 00034	PROFESSIONAL SERVICES	100,000	-	100,000	-	-	-	-	-	-	-
246	382M00	REIMBURSEMENTS /REFUNDS	-	-	-	-	-	-	-	-	-	-
246	20610	RETAINAGE PAYABLE	-	-	-	-	-	-	-	-	-	-
246	20610 00020	RETAINAGE PAYABLE	-	-	-	-	-	-	-	-	-	-
246	300	REVENUE CONTROL ACCOUNT	-	(200,227)	-	-	-	(85,380)	-	-	-	-
246	323IG0	STATE GRANTS	-	-	-	-	-	-	-	-	-	-
246	398TR0	TRANS FROM FINANCIAL STABZN FD	-	-	-	-	-	-	-	-	-	-
246	380M00	TRANSFER FROM OTHER ENTITIES	-	-	-	-	-	-	-	-	-	-
246	388TR0	TRANSFER FROM OTHER FUNDS	(4,031,007)	-	(4,031,007)	-	(653,975)	-	(653,975)	-	-	-
246698	456608	TRANSFER TO STATE GRANT FUND	-	-	-	-	-	-	-	-	-	-
246	202	VOUCHERS PAYABLE	-	-	-	-	-	-	-	-	-	-
			-	1,163,788	(1,238,972)	-	-	463,868	(435,274)	-	-	-

REVIEW DOCUMENT

<b>Jefferson County Policies &amp; Procedures</b>			
<b>Policy Name:</b>	<b>Capital Outlay Fund</b>	<b>Approved:</b>	<b>1-9-2014</b>
<b>Policy Number:</b>	<b>Finance – 307</b>	<b>Author:</b>	<b>Keyser/Stanton</b>
<b>Associated:</b>	<b>Capital Outlay Project Package/Forms</b>		

All funds expended from the County Commission Capital Outlay Fund #246 must have prior approval of the Jefferson County Commission. Funds expended from #246 must have a unanimous vote from the Commissioners to move monies to the operating funds. Funds expended from #246 for capital improvement projects, to be paid from #246, only requires a majority approval of the Commissioners.

To be approved, a "Project Cost Sheet Packet" must be completed and submitted in the agenda packet as part of the presentation to the Commission for their consideration for an approval or denial. The packet must contain a description of the general scope of the project including expected service and financial benefits; a description and quantification of any impact the project will have on the current or future operating budget; estimated cost of the project; identification of all funding sources; and a method provided to measure the financial or service outcomes of the project. (There is a capital outlay fund number as part of each department's budget. This policy is in reference to the County Commission Capital Outlay fund (#246) only and NOT each department's individual budget)

Minimum Reserve: The County shall strive to maintain a minimum reserve of \$2,000,000 in the Capital Fund to be used in the event of a national disaster or operating emergency. In addition to the emergency reserve, the Capital budget shall be linked to a multi-year capital improvement plan. Funding for a specific project will only be provided in the Capital Fund after the Commissioners have approved the project.

Project Manager - Upon approval, the County Commission will appoint a project manager for oversight of the project.

Accounts Payable Responsibility - The Accounts Payable Department will assign a project number for which all invoices for the project must be coded for payment. All costs associated with a project will be considered "Construction/Work in Progress". Construction-in-Progress represents the cost of buildings or other capital projects that are under construction as of the balance sheet date. Construction-in-Progress represents a temporary capitalization of labor, material and equipment of a project. When the project is completed or substantially completed, when the structure or project is ready for the purpose intended, then depreciation will start on the asset. When the project is completed, the project manager must notify Accounts Payable the project is complete. Accounts Payable will then transfer the total cost of the project to the proper "Asset Category" of the Capital Outlay Fund.

Investment Limit - All projects less than \$10,000 cannot be charged to this fund without special approval of County Commission (with a recommendation from the Finance Director), as the

intent of Capital Outlay is to accommodate large invoice items with a life expectancy of one year or more and a value of \$10,000 or more.

Capital assets of the County include tangible personal property, real property, and software having a useful life of one year or more and an acquisition cost of \$10,000 or more per unit. A group of assets (e.g. 10 desks at \$1,000 each) are not capitalized. Acquisition cost includes the net invoice price of the equipment including cost of modifications, attachments, accessories, or auxiliary apparatus necessary to make the equipment operable. Other costs such as installation, professional services, freight, and taxes, are also included in the acquisition cost.

Software - Software is considered intangible property and is not included in this policy. Software that has been preloaded with the purchase of equipment should be included as part of the acquisition cost of the equipment. Major software systems are to be capitalized as separate items.

Repairs, Replacements, and Upgrades - Equipment repair, replacement, and upgrades will be capitalized only when these costs are \$10,000 or more and extend the useful life of the original asset by one year or more. When these costs are capitalized, the asset value and useful life of the original piece of equipment will be updated to reflect the new value and remaining useful life of the asset.

No funds shall be expended in excess of the approved "Project Cost Packet". Should it become apparent the total cost of the project will exceed the original estimate approved, a revised cost sheet must be approved by the County Commission, before costs are incurred.

**Capital Project Evaluation and Cost Sheet Packet**

**Project Name:** \_\_\_\_\_

**Planning:**

This packet is intended to provide a basic format for the initial steps that need to be taken to plan and evaluate a potential Capital Project and provide information related to the cost and benefit of the proposed Capital Project.

**Various Considerations:**

For each consideration list (4) brief topics to be considered in the Evaluation. If you need to change a topic to better fit the Evaluation of your proposed project, feel free to make changes.

**Cost Sheet:**

Each project submitted for consideration must have a Cost Sheet attached. Please try to make the cost estimates as accurate as possible.

**Narrative:**

The narrative should explain the various consideration you want the commission to make in their evaluation of the project. The narrative should also address the cost and benefits of the project if approved.



# Capital Improvement Program

Jefferson County Commission, West Virginia

FY'26 thru FY'30

**Project Name** Console Furniture Refresh  
**Project Number**

**Type** Replacement / Emp **Department** 712  
**Useful Life** 15-20 years **Contact** Jeffrey Polczynski  
**Category** **Priority** 1  
**Location** Emergency Communications  
**Fiscal Year Submitted** FY26



Project Picture

## Project Description

9-1-1 Center Console Furniture Replacement

## Justification

This is the project to replace the console furniture in the PSAP. The current furniture is 18 years old and some components are failing (legs and control boxes) which are impossible to replace due to parts unavailability (no longer manufactured for this model of console). The PSAP wishes to take advantage of enhanced environmental controls, better wire/cable management, and improved design of existing product. The vendor, XYBIX Inc., estimates that new console furniture budgetary figures are approximately 20-25K per console. This includes all of the components such as environmental controls, cable management, mounts, rollers, movable legs (raising/lowering), and design and installation services. This is a major impact to operations and would require the PSAP to stand up a temporary dispatch center in the EOC while remodeling takes place in the center. Coupled with this project is the floor/carpet replacement and the center painting project.

## Estimated Project Time

The expectation that after authorization, the project would be completed within 12-18 months

## Budget Impact/Other

This is a one-time expenditure that will replace two decades old equipment and material (carpeting, sound-dampening, etc).

Expenditures	FY26	FY27	FY28	FY29	FY30	Total
Equipment	230,000	-	-	-	-	230,000
						-
						-
<b>Total</b>	<b>230,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>230,000</b>
Funding Sources	FY26	FY27	FY28	FY29	FY30	Total
Capital Outlay	230,000	-	-	-	-	230,000
State Grant						-
Federal Grant						-
General Fund						-
						-
<b>Total</b>	<b>230,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>230,000</b>

# Capital Improvement Program

Jefferson County Commission, West Virginia

FY'26 thru FY'30

**Project Name** Dispatch Center Painting  
**Project Number**

**Type** Replacement / Emp **Department** 712  
**Useful Life** 15-20 years **Contact** Jeffrey Polczynski  
**Category** **Priority** 1  
**Location** Emergency Communications  
**Fiscal Year Submitted** FY26



Project Picture

## Project Description

Painting / ECC Center refresh

## Justification

This is the project that will be in conjunction with the replacement of the console furniture and carpet replacement projects. The ECC requires a refresh of paint to the spaces used for critical operations. This project would be a major impact to operations and would require the PSAP to stand up a temporary dispatch center in the EOC while remodeling takes place in the center. Coupled with this project is the console furniture replacement and the carpeting replacement project.

## Estimated Project Time

The expectation that after authorization, the project would be completed within 12-18 months

## Budget Impact/Other

This is a one-time expenditure that will replace two decades old equipment and material (carpeting, sound-dampening, etc).

Expenditures	FY26	FY27	FY28	FY29	FY30	Total
Equipment	10,000	-	-	-	-	10,000
						-
						-
<b>Total</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,000</b>
Funding Sources	FY26	FY27	FY28	FY29	FY30	Total
Capital Outlay	10,000	-	-	-	-	10,000
State Grant						-
Federal Grant						-
General Fund						-
<b>Total</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,000</b>



**Capital Improvement Program**  
Jefferson County Commission, West Virginia

FY'26 thru FY'30

**Project Name** Control Station Consolette  
**Project Number**

**Type** Replacement / Emp. **Department** 712  
**Useful Life** 10 years **Contact** Jeffrey Polczynski  
**Category** **Priority** 1  
**Location** Emergency Communications  
**Fiscal Year Submitted** FY26



Project Picture

**Project Description**

Replacement of end of life radio equipment

**Justification**

Four control station consolettes currently at the Blue Ridge site are long past service life and no longer supported by Motorola. These devices provide patching capability to agencies that provide mutual aid services into Jefferson County as well as for apparatus leaving Jefferson County and working in an adjacent county. Two consolettes are in the VHF frequency range and two are in the 800MHz frequency range. These devices allow coordination of communications with Loudoun, Frederick (MD), Clarke, and Frederick (VA). The existing devices are 18 years old and must be replaced.

**Estimated Project Time**

The expectation that after authorization, the project would be completed within 12 months

**Budget Impact/Other**

This is a one time expenditure to replace equipment

<b>Expenditures</b>	<b>FY26</b>	<b>FY27</b>	<b>FY28</b>	<b>FY29</b>	<b>FY30</b>	<b>Total</b>
Equipment	46,000	-	-	-	-	46,000
						-
						-
<b>Total</b>	<b>46,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>46,000</b>
<b>Funding Sources</b>	<b>FY26</b>	<b>FY27</b>	<b>FY28</b>	<b>FY29</b>	<b>FY30</b>	<b>Total</b>
Capital Outlay	46,000	-	-	-	-	46,000
State Grant						-
Federal Grant						-
General Fund						-
<b>Total</b>	<b>46,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>46,000</b>

# Capital Improvement Program

Jefferson County Commission, West Virginia

FY'26 thru FY'30

**Project Name** Carpet/Flooring Replacement  
**Project Number**

**Type** Replacement / Emp **Department** 712  
**Useful Life** 15-20 years **Contact** Jeffrey Polczynski  
**Category** **Priority** 1  
**Location** Emergency Communications  
**Fiscal Year Submitted** FY26



Project Picture

## Project Description

Flooring/Carpet Replacement

## Justification

This is the project that will be in conjunction with the replacement of the console furniture in the PSAP. The current carpeting is 18 years old and is a specialized carpeting that is laid over top of a raised floor. The existing raised floor is NOT proposed to be replaced as this flooring is still viable. The existing carpeting has lived its useful life and although has been cleaned multiple times, is at the point of end of life. The ECC wishes to explore a non-carpeting solution that utilizes the same squares technology for many different reasons. 1) Reduce dust and dirt. Air quality in the ECC is critical and ensuring good air quality is essential to maintaining a healthy staff. 2) Static electricity is a detriment to critical infrastructure. A non-carpet material may further assist in reducing static-electricity. This project would be a major impact to operations and would require the PSAP to stand up a temporary dispatch center in the EOC while remodeling takes place in the center. Coupled with this project is the console furniture replacement and the center painting project.

## Estimated Project Time

The expectation that after authorization, the project would be completed within 12-18 months

## Budget Impact/Other

This is a one-time expenditure that will replace two decades old equipment and material (carpeting, sound-dampening, etc).

Expenditures	FY26	FY27	FY28	FY29	FY30	Total
Equipment	22,000	-	-	-	-	22,000
						-
						-
<b>Total</b>	<b>22,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,000</b>
Funding Sources	FY26	FY27	FY28	FY29	FY30	Total
Capital Outlay	22,000	-	-	-	-	22,000
State Grant						-
Federal Grant						-
General Fund						-
						-
<b>Total</b>	<b>22,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,000</b>

# Capital Improvement Program

Jefferson County Commission, West Virginia

FY'26 thru FY'30

**Project Name** Eventide NexLog Recorder Replacement  
**Project Number**

**Type** Replacement / Emp **Department** 712  
**Useful Life** 7-10years **Contact** Jeffrey Polczynski  
**Category** **Priority** 1  
**Location** Emergency Communications  
**Fiscal Year Submitted** FY26

Project Picture

## Project Description

Replacement of end of life recording/archiving equipment

## Justification

The ECC maintains recording equipment which records all telephone and radio traffic in the ECC. The device also records and captures screens for CAD. The current Eventide Nexlog recorder is seven years old and at end of life. With the migration to NG9-1-1 and the necessity to pursue next-generation capabilities, the recorder requires upgrading to take advantage of NG9-1-1 capabilities involved with storage and archiving.

## Estimated Project Time

The expectation that after authorization, the project would be completed within 6-12 months

## Budget Impact/Other

This is a one time expenditure to replace equipment

Expenditures	FY26	FY27	FY28	FY29	FY30	Total
Equipment	63,363	-	-	-	-	63,363
						-
						-
<b>Total</b>	<b>63,363</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>63,363</b>
Funding Sources	FY26	FY27	FY28	FY29	FY30	Total
Capital Outlay	63,363	-	-	-	-	63,363
State Grant						-
Federal Grant						-
General Fund						-
						-
<b>Total</b>	<b>63,363</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>63,363</b>

# Capital Improvement Program

Jefferson County Commission, West Virginia

FY26 thru FY30

**Project Name** Fire Gear (PPE) Replacement Program  
**Project Number** 715-25-02 Updated for FY26

**Type** Replacement **Department** 715-ESA  
**Useful Life** 10 yrs **Contact** M. Sine  
**Category** Equipment **Priority** Essential  
**Location** Varies  
**Fiscal Year Submitted** 2026



Project Picture

## Project Description

Replacement program for firefighter personal protective gear. Purchase replacement and additional sets to replace expired sets and have replacement sets for each fighter in the event their primary gear is contaminated or damaged.

## Justification

This is a replacement program for structural firefighting gear of which has a 10 year life. Currently every employee is issued 1 primary set of gear. Some employees who more actively participate in firefighting activities have been issued a 2nd (back-up) set. High levels of cancer causing carcinogens are frequently found on the gear after a fire suppression event. It is a health and safety recommendation that the gear is washed and dried immediately after each fire. Every set of gear also goes out annually for an advanced cleaning, inspection, and if needed repair. During either normal or advanced clean any employee who is not issued a 2nd set is without the gear as little as 24hrs and up to 1 week which makes them unable to participate in firefighting activities. Due to the fact that we have limited staffing and volunteer response can be low, taking an employee out of service due to lack of gear sidelines the employee from being an effective firefighter and possibly even prevents them from saving a life. Limiting the available personnel increases the chances/risks of injury, accidents, or even death. The ESA has 30 sets of gear that expire within the next 2 years. We must replace at least 10 sets per year for the next 2 years to maintain inventory levels. Having 60 fulltime employees (based on FY26 staffing levels) with 2 sets each requires minimum purchase of 12 sets/yr and 3 extra sets/yr to maintain an adequate inventory.

## Estimated Project Time

Gear: 90 days plus manufacturer availability

## Budget Impact/Other

Limited sources of external revenue. Program will require endless commitment of Capital Outlay funds.

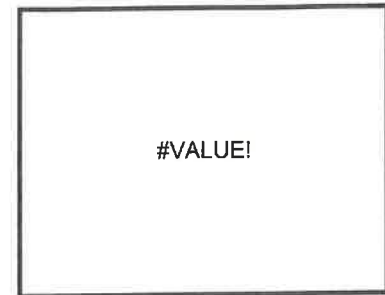
Expenditures	FY26	FY27	FY28	FY29	FY30	Total
Vehicles & Equipment	\$ 92,700	\$ 95,400	\$ 98,100	\$ 100,800	\$ 103,500	N/A
					\$ -	
					\$ -	
<b>Total</b>	<b>\$ 92,700</b>	<b>\$ 95,400</b>	<b>\$ 98,100</b>	<b>\$ 100,800</b>	<b>\$ 103,500</b>	<b>N/A</b>
Funding Sources	FY26	FY27	FY28	FY29	FY30	Total
Capital Outlay	\$ 92,700	\$ 95,400	\$ 98,100	\$ 100,800	\$ 103,500	N/A
State Grant	\$ -	\$ -	\$ -	\$ -	\$ -	
Federal Grant	\$ -	\$ -	\$ -	\$ -	\$ -	
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Total</b>	<b>\$ 92,700</b>	<b>\$ 95,400</b>	<b>\$ 98,100</b>	<b>\$ 100,800</b>	<b>\$ 103,500</b>	<b>N/A</b>

# Capital Improvement Program

Jefferson County Commission, West Virginia

FY'26 thru FY'30

<b>Project Name</b>	Fire Engine Replacement
<b>Project Number</b>	715-25-06



Project Picture

<b>Type</b>	Replacement	<b>Department</b>	715-ESA
<b>Useful Life</b>	20 yrs from new	<b>Contact</b>	M. Sine
<b>Category</b>	Auto & Trucks	<b>Priority</b>	Essential
<b>Location</b>	ESA Office		
<b>Fiscal Year Submitted</b>	2026 Revised 2025 Original		

## Project Description

Request to replace the Training Fire Engine with newer pre-owned unit. **This project was previously approved for FY25 @ \$100,000. We are having difficulty locating a unit that meets our needs/requirements within that price range. We are asking to approve a revised cost @ \$150,000 for FY26.**

## Justification

The Agency acquired a used fire engine several years ago. It is used for all types of fire training including drivers training. This unit is **34 years old** and has required moderate maintenance expenses over the years. It is seeing increased usage every year as we continue to expand our fire training programs. We would like this unit to have the capability of responding on emergencies should they arise during training or other times when staff are present at the main office. The unit is road ready for non-emergency use but requires replacement of all tires and needs additional structural body work to be used for emergency response. Estimate for tires is \$10,000 and we have not got estimates for the other repairs. Due to its age it lacks the safety features of newer units as well as having an overall out of date design that is not consistence with VFD engines in our county. Due to the increase usage of this unit and to have the ability to have it available the unit as an emergency response vehicle it is recommended that it be replaced with a newer unit. *The original plan was to purchase a unit from Bakerton Fire Dept but that did not workout.*

## Estimated Project Time

3-6 months

## Budget Impact/Other

No sources of external revenue.

<b>Expenditures</b>	<b>FY'26</b>	<b>FY'27</b>	<b>FY'28</b>	<b>FY'29</b>	<b>FY'30</b>	<b>Total</b>
Vehicles & Equipment	150,000	-	-	-	-	150,000
						-
						-
<b>Total</b>	<b>150,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>150,000</b>
<b>Funding Sources</b>	<b>FY'25</b>	<b>FY'26</b>	<b>FY'27</b>	<b>FY'28</b>	<b>FY'29</b>	<b>Total</b>
Capital Outlay	150,000	-	-	-	-	150,000
State Grant	-	-	-	-	-	-
Federal Grant	-	-	-	-	-	-
General Fund	-	-	-	-	-	-
ARPA	-	-	-	-	-	-
<b>Total</b>	<b>150,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>150,000</b>



# Capital Improvement Program

Jefferson County Commission, West Virginia

FY'26 thru FY'30

**Project Name** ALS 360 Stryker Lease/Maintenance Program  
**Project Number** 715-26-01

**Type** Replacement  
**Useful Life** 10 yrs  
**Category** Equipment  
**Location** Varies  
**Fiscal Year Submitted** FY26  
**Department** 715-ESA  
**Contact** M. Sine  
**Priority** 1 - Essential



Project Picture

## Project Description

Lease, Maintenance, & Replacement program for multiple product lines all sold by Stryker: Life Pak Cardiac Monitor, Power Pro Stretcher, Power Load System, Stairchair Pro, LUCAS CPR Device, AED's

## Justification

Multiple product lines sold by Stryker are utilized in the operation of the EMS system in Jefferson County. All of the products typically have a servicable lifespan of 10 years. This ALS 360 program is a 10 year complete lease service replacement program offered by Stryker. These products are typically purchased and maintained under separate contract on varying intervals. Through this program all products will have a continuous service agreement and life cycled at the beginning and mid-contract. Through this program there is a cost savings due to the commitment of all product to a single agreement. This contract is a constant yearly fee that is easier to budget than intermittent large purchases and it ensures we always have the most modern equipment.

## Estimated Project Time

Service contract will be effective immediately after signing contract. Within 6 months after signing the contract the County will receive replacement of the all currently owned products which will be upgraded to the most current model. At yr 5 we will again receive all new replacement equipment at the most current model.

## Budget Impact/Other

This is a 10 yr contract that creates a constant expenditure that is easier to budget annually.

Expenditures	FY26	FY27	FY28	FY29	FY30	Total
Equipment	\$ 750,000	#####	#####	#####	#####	N/A
						-
						-
						-
<b>Total</b>	<b>\$ 750,000</b>	<b>#####</b>	<b>#####</b>	<b>#####</b>	<b>#####</b>	<b>N/A</b>
Funding Sources	FY26	FY27	FY28	FY29	FY30	Total
Capital Outlay	\$ 750,000	#####	#####	#####	#####	N/A
State Grant						-
Federal Grant						-
General Fund						-
						-
<b>Total</b>	<b>\$ 750,000</b>	<b>#####</b>	<b>#####</b>	<b>#####</b>	<b>#####</b>	<b>N/A</b>



# Capital Improvement Program

Jefferson County Commission, West Virginia

FY'26 thru FY'30

**Project Name** Ambulance Replacement Program  
**Project Number** 715-25-01 Revised for FY26

**Type** Replacement  
**Useful Life** 10 yrs  
**Category** Auto & Trucks  
**Location** Varies  
**Fiscal Year Submitted** FY26  
**Department** 715-ESA  
**Contact** M. Sine  
**Priority** 1 - Essential

#VALUE!

Project Picture

## Project Description

Replacement program for ambulance fleet of 10 units. Upon Delivery of new units fleet should increase to 11 as new staffing levels for FY26. The first 2 yrs require 2 units ea FY then 1 per FY indefinitely until size of fleet increases.

## Justification

Expected life span of ambulance is 10 yrs. Currently have 4 units 10yrs or older 3 of which is over 100000mi. Older higher mileage units obviously require more maintenance and have a high rate of downtime. Technology (electrical equip, etc) used in the components often become obsolete which result in increased cost of repair and significantly longer downtime.

## Estimated Project Time

24-30 mths for the first purchase(Initial purchase includes 6mth of design, consult vendors, and RFP) then 18-24mths afterward

## Budget Impact/Other

No sources of external revenue. Program will require endless commitment of Capital Outlay funds.

Expenditures	FY26	FY27	FY28	FY29	FY30	Total
Vehicles & Equipment	\$ 670,000	\$ 345,000	\$ 355,000	\$ 365,000	\$ 370,000	N/A
						-
<b>Total</b>	<b>\$ 670,000</b>	<b>\$ 345,000</b>	<b>\$ 355,000</b>	<b>\$ 365,000</b>	<b>\$ 370,000</b>	<b>N/A</b>
Funding Sources	FY26	FY27	FY28	FY29	FY30	Total
Capital Outlay	\$ 670,000	\$ 345,000	\$ 355,000	\$ 365,000	\$ 370,000	N/A
State Grant	\$ -	\$ -	\$ -	\$ -	\$ -	-
Federal Grant	\$ -	\$ -	\$ -	\$ -	\$ -	-
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Total</b>	<b>\$ 670,000</b>	<b>\$ 345,000</b>	<b>\$ 355,000</b>	<b>\$ 365,000</b>	<b>\$ 370,000</b>	<b>N/A</b>

# Capital Improvement Program

Jefferson County Commission, West Virginia

FY26 thru FY30

**Project Name** Upfitting SERV Units  
**Project Number** 715-26-02 FY26



Project Picture

**Type** Replacement  
**Useful Life** 10 yrs  
**Category** Auto & Trucks  
**Location** ESA Office  
**Fiscal Year Submitted** 2026  
**Department** 715-ESA  
**Contact** M. Sine  
**Priority** Essential

## Project Description

We are ordering (2) F-350 utility trucks which will require upfitting. There is a 50/50 cost sharing on the upfitting between the Enterprise Leasing and the County.

## Justification

These are utility emergency vehicles that are additional units to add to the existing fleet and will be utilized by the 2 new Safety Officer positions. These positions which will be on call at night and require a take home vehicle. The Safety Officers will also be EMS providers. Their units will not only be utility trucks but also Rapid Response EMS vehicles which will be able to supplement the system.

## Estimated Project Time

Estimated up to 9months - up to 6 mths for the delivery of vehicle then 60-90 days for upfitting

## Budget Impact/Other

Limited sources of external revenue. Could be expensed from ARPA.

Expenditures	FY26	FY27	FY28	FY29	FY30	Total
Vehicles Upfitting	\$ 50,000					\$ 50,000
Radios & Equipment for (1) Truck	\$ 25,000					\$ 25,000
						\$ -
						\$ -
<b>Total</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>

Funding Sources	FY26	FY27	FY28	FY29	FY30	Total
Capital Outlay	\$ 75,000					\$ 75,000
State Grant						\$ -
Federal Grant						\$ -
General Fund						\$ -
						\$ -
<b>Total</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>

**Capital Improvement Program**  
Jefferson County Commission, West Virginia

FY'26 thru FY'30

**Project Name** 5 Precints  
**Project Number** TBD

**Type** IMPROVEMENT  
**Useful Life** 7 YEARS  
**Category** EQUIPMENT  
**Location**  
**Fiscal Year Submitted** FY26  
**Department**  
**Contact**  
**Priority** 1

Project Picture

**Project Description**

VOTING EQUIPMENT FOR THE GROWING POPULATION FIVE PRECINTS

**Justification**

JEFFERSON COUNTY GROWTH AND STATE REGULATIONS This is a one time expense needed for additional voting precincts to compensate for the increased population. We may have a different funding source available and potentially a grant that will cover a portion of the cost. We are waiting on programs from IT to become compliant with the State Code of Rules to use Fund 061. HAVA grants are usually posted in the spring by Secretary of States Office and we will apply if we qualify.

**Estimated Project Time**

LESS THAN 1 YEAR

**Budget Impact/Other**

This is a one time expense needed for additional voting precincts to compensate for the increased population. We may have a different funding source available and potentially a grant that will cover a portion of the cost. We are waiting on programs from IT to become compliant with the State Code of Rules to use Fund 061. HAVA grants are usually posted in the spring by Secretary of States Office and we will apply if we qualify.

<b>Expenditures</b>	<b>FY26</b>	<b>FY27</b>	<b>FY28</b>	<b>FY29</b>	<b>FY30</b>	<b>Total</b>
Equipment	170,825	-	-	-	-	170,825
						-
						-
						-
<b>Total</b>	<b>170,825</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>170,825</b>
<b>Funding Sources</b>	<b>FY26</b>	<b>FY27</b>	<b>FY28</b>	<b>FY29</b>	<b>FY30</b>	<b>Total</b>
Capital Outlay	170,825	-	-	-	-	170,825
State Grant						-
Federal Grant						-
General Fund						-
						-
<b>Total</b>	<b>170,825</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>170,825</b>

# Capital Improvement Program

Jefferson County Commission, West Virginia

FY'26 thru FY'30

**Project Name** License Plate Readers  
**Project Number**

**Type** New Purchase  
**Useful Life** 5 years  
**Category** Equipment  
**Location** Sheriff's Office  
**Fiscal Year Submitted** 2026  
**Department** Sheriff's Office  
**Contact** Debbie Lowe  
**Priority** 1

Project Picture

## Project Description

To replace existing stationary License Plate Readers (LPRs) and install units at an additional site.

## Justification

LPRs provide a vital investigative tool. LPRs scan the license plates of vehicles that pass through them. They can alert law enforcement to stolen vehicles, vehicles of interest, and can even aid in solving murders and finding missing people. There are currently units deployed in all travel lanes on Rt 340 at the Bolivar light that are beyond their life expectancy. These units were instrumental in helping solve a murder of a man who was dumped in Jefferson County after being killed in MD. We were able to do so by searching for the license plates of individuals of interest and creating the timeline of when they entered and left the County. Being able to have additional units on other roadways would greatly aid our mission. These new units would also give us nationwide access instead of only WV that we currently have.

We have quotes to replace existing units (50,248.40) and to place additional units at the following locations: Rt 9 Bypass East and West near Berkeley Co Line (20,708.88); Rt 9 East near VA Line (25, 124.20); Rt 51 near Berkeley Co Line (20,708.88)

## Estimated Project Time

Would span most of FY26

## Budget Impact/Other

\*\* A CDS request was also placed for this project. \*\* Other Costs would include Annual license and warranty costs

Expenditures	FY'26	FY'27	FY'28	FY'29	FY'30	Total
Equipment	116,791	-	-	-	-	116,791
						-
						-
<b>Total</b>	<b>116,791</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>116,791</b>
Funding Sources	FY'26	FY'27	FY'28	FY'29	FY'30	Total
Capital Outlay	116,791	-	-	-	-	116,791
State Grant						-
Federal Grant						-
General Fund						-
<b>Total</b>	<b>116,791</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>116,791</b>