

Richland County Committee

Agenda Item Cover

Agenda Item Name: Capital Projects Planning Process

Department	Administration	Presented By:	Administrator
Date of Meeting:	06 Apr 2021	Action Needed:	Vote
Disclosure:	Open Session	Authority:	Structure D
Date submitted:	01 Apr 2021	Referred by:	

Recommendation and/or action language:

Motion to ... [looking for possible actions regarding additional information needed from administration to help the committee fully assess the requested projects and prioritize projects for the 2022 budget year and beyond.

Background: *(preferred one page or less with focus on options and decision points)*

As per the committee action to approve the Capital Projects Planning Process as presented in the March 25th Committee Meeting, it is intended that the Committee review the Capital Projects Tracker and submitted project summaries. The committee will be encouraged to pose questions regarding the projects and request additional information needed in helping them assess the projects and take future action on determining the priority and funding of projects in 2022 and beyond. Questions that may help guide the committee in setting context to the plan may include:

1. Does Richland County maintain 2021 level of short-term financing?
2. What operations budget/services impacts is the committee willing to consider?

As a result of this effort, the 2022 project Capital Improvements and Capital Projects requests received from departments currently sits at:

Requested Projects = \$2,560,257

Requested Projects from Short-Term G.O. Debt Funding = \$2,523,257

If Richland County engages in short-term loan financing again we may have an estimated \$1,050,000 of available funds for 2022, without further increases on the millage rate.

This leaves an approximate amount = \$1,473,257 in unfunded requests.

Attachments and References:

2022 Cap. Imp. Proj. Planning Tracker	2022 Cap. Imp. Proj. – Project Summary Sheets
2022 Cap. Imp. Proj. Planning Process (Below)	

Financial Review:

(please check one)

☐	In adopted budget	Fund Number	
☐	Apportionment needed	Requested Fund Number	
☐	Other funding Source		
☒	No financial impact		

(summary of current and future impacts)

The process will set up Capital Improvements and Capital Projects for 2022 and help fully assess and appreciate our growing deferred maintenance needs.

Approval:

Review:

Richland County Committee

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Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)

Capital Improvements / Capital Project Planning Process:

Project Review (April 6th):

1. Committee reviews the 2022 project Capital Improvements and Capital Projects Tracker
2. Committee reviews submitted Project Summary Sheets
3. Committee takes action to request additional information and/or feedback
 - a. May request additional information from departments/commissions on projects
 - b. May request feedback from all County Board (via survey)
 - c. May request recommendation of plan from Administrator

Review Feedback and Additional Information (May 4th):

4. Committee reviews additional information from departments/commissions on projects
5. Committee reviews County feedback from all County Board Members (if requested)
6. Committee reviews County recommendation of plan from the Administrator (if requested)
7. Committee discusses outlook and options

Review Feedback and Additional Information (May 21st):

8. (If requested) committee adopts proposed plan of Administrator (as presented / with amendments)
9. Committee makes amendment to the tracker through possible motions and votes:
 - a. ...motion to CUT project from tracker
 - b. ...motion to DEFER project to future year of ____.
 - c. ...motion to EXPIDITE project from the future year of ____ forward to 2022.
 - d. ...motion to REDUCE the total project apportionment (if possible), by ____ ...
 - e. ... motion to REALLOCATE funding from a different source (example: annual operations)
 - f. ... (other motion language may be found to be appropriate)
10. Committee approves a plan with allocated funding sources, and recommends to County Board for adoption in June.