



2019 ANNUAL BUDGET & CAPITAL IMPROVEMENT PLAN

**CROW WING COUNTY
BRainerd, MINNESOTA**

Adopted by County Board

December 11, 2018

Our Vision: Being Minnesota's favorite place.

Our Mission: Serve well. Deliver value. Drive results.

Our Values: Be responsible. Treat people right. Build a better future.

There are two ways to navigate the electronic budget documentation, which can be found at <http://www.Crowwing.us>

BOOKMARKS

On the left side of the screen you should see the following bookmark icon . Click on the icon and you will see a bookmark for the highlights in the budget documentation.

LINKS

Pages 2 – 5 of the electronic budget documentation is a Table of Contents. If you hover over the Section Description that you would like to view, a hand tool will appear, a left click of the mouse will take you to that page.

TABLE OF CONTENTS BUTTON

On the bottom left side of all pages in the electronic document, you will see a button labeled “Table of Contents”. Left click on this button to navigate to the table of contents.

TABLE OF CONTENTS

	<u>SECTION DESCRIPTION</u>	<u>PAGE</u>
I.	County Commissioners	7
II.	Organizational Chart	8
III.	Congressional Districts – Map	9
IV.	Legislative Districts – Map	10
V.	Political Subdivisions – Map	11
VI.	Commissioner Districts – Map	12
VII.	2018 GFOA Budget Award	13
VIII.	Administrator’s Budget Highlights	14
IX.	Organizational Priorities	23
X.	County Profile	24
XI.	Accounting, Auditing, and Financial Reporting Policy	29
XII.	Budget Policy	34
XIII.	Budget Calendar	42
XIV.	Enterprise Risk Management Policy	43
XV.	Fund Balance Policy	48
XVI.	Investment Policy	54
XVII.	Long-Term Financial Planning Policy	62
XVIII.	Revenue Policy	67
XIX.	Budget and Levy Summary	76
	A. Historical Levy, Rate, and Estimated Market Value Analysis	77
	B. New Organizational Structure	84
	C. 2018 Budget Summary	91
	D. Revenues, Expenditures and Changes in Fund Balance	98
	E. Human Capital Investments	106
	F. Bonded Indebtness	116
XX.	Budget Details by Fund and Service Center	
	A. Budgetary Fund / Service Center	118
	B. Changes in Fund Balance / Net Position	119
	C. Government-Wide (Combined)	120

TABLE OF CONTENTS (Continued)

<u>SECTION DESCRIPTION</u>	<u>PAGE</u>
E. Governance Services	121
1. Commissioners	122
2. Contracted Attorney's	123
3. Administrator	124
4. Attorney	130
5. Attorney's Contingent	131
6. Veteran's Services	132
7. Appropriations	133
8. Law Library	134
9. Drug Court	135
F. Administrative Services	136
1. Financial Services	137
2. Information Technology	143
3. Information Technology – Committed	146
4. Human Resources / Risk Management	147
5. Facilities	152
6. Facilities – Committed	153
7. Extension	154
8. Small Cities Development Program	161
G. Public Safety Services	162
1. Patrol	169
2. Investigations	170
3. Operations	171
4. Support	172
5. Jail	173
6. Enhanced 911 - Restricted	174

TABLE OF CONTENTS (Continued)

<u>SECTION DESCRIPTION</u>	<u>PAGE</u>
H. Land Services	175
1. Assessment Services	180
2. Customer Services	181
3. Environmental Services	182
4. Aquatic Invasive Species - Restricted	183
5. Recreation – Restricted	184
6. Resource Development	185
7. Forest Access Roads	186
8. Forfeited Tax Sale	187
9. Land Based Unallocated – Restricted	188
10. Recorder’s Technology – Restricted	189
11. Environmental Trust	190
12. Solid Waste (Non-Landfill)	191
13. Landfill	192
I. Highway Services	193
1. Administration	195
2. Maintenance	196
3. Construction	197
4. Maintenance Shop	198
5. Local Option Sales Tax	199
J. Community Services	200
1. Income Maintenance	224
2. Social Services	225
3. Health Services	226
4. Juvenile Detention	227
5. Community Corrections	228

TABLE OF CONTENTS (Continued)

<u>SECTION DESCRIPTION</u>	<u>PAGE</u>
K. Debt Service	229
1. Jail Bonds	230
2. Capital Improvement Bonds	231
3. Airport Bonds	232
4. North Long Lake Sanitary Sewer District Bonds	233
L. Non-Departmental	234
M. Capital Projects	235
N. Ditch Fund	236
O. First Assessment District	237
P. Second Assessment District	238
XXI. Appendix: 2018-2023 Capital Improvement Plan	
XXII. Glossary	

CROW WING COUNTY COMMISSIONERS

District 1

Paul Koering
8089 Paradise Beach Trail
Brainerd, MN 56401
Phone: (218) 851-9954
E-mail: Paul.Koering@crowwing.us

District 2

Bill Brekken
20891 Donaldson Road
Brainerd, MN 56401
Phone: (218) 232-0257
E-mail: Bill.Brekken@crowwing.us

District 3

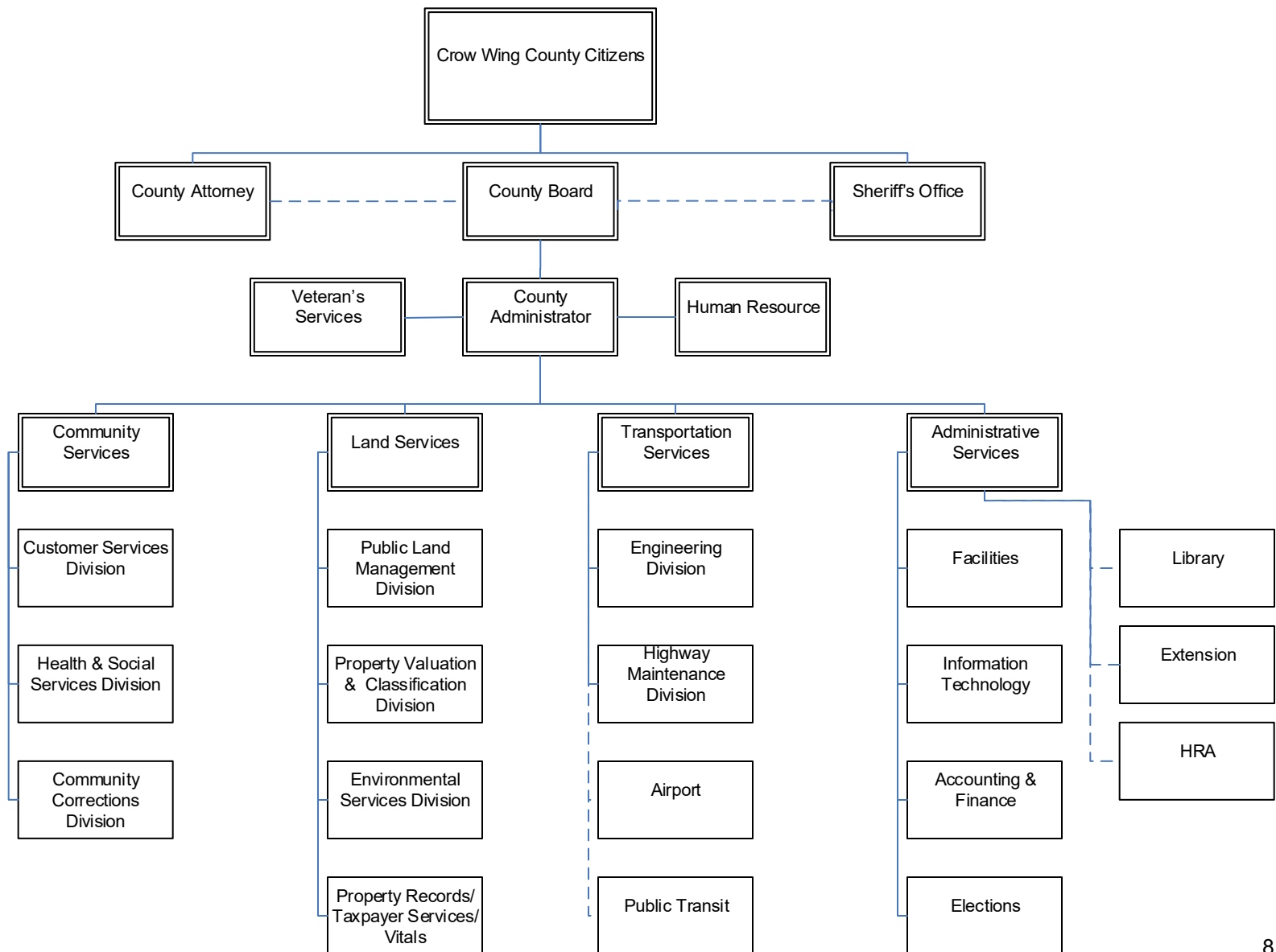
Steve Barrows
12679 Noble Fir Drive
Baxter, MN 56425
Phone: (218) 820-8199
E-mail: Steve.Barrows@crowwing.us

District 4

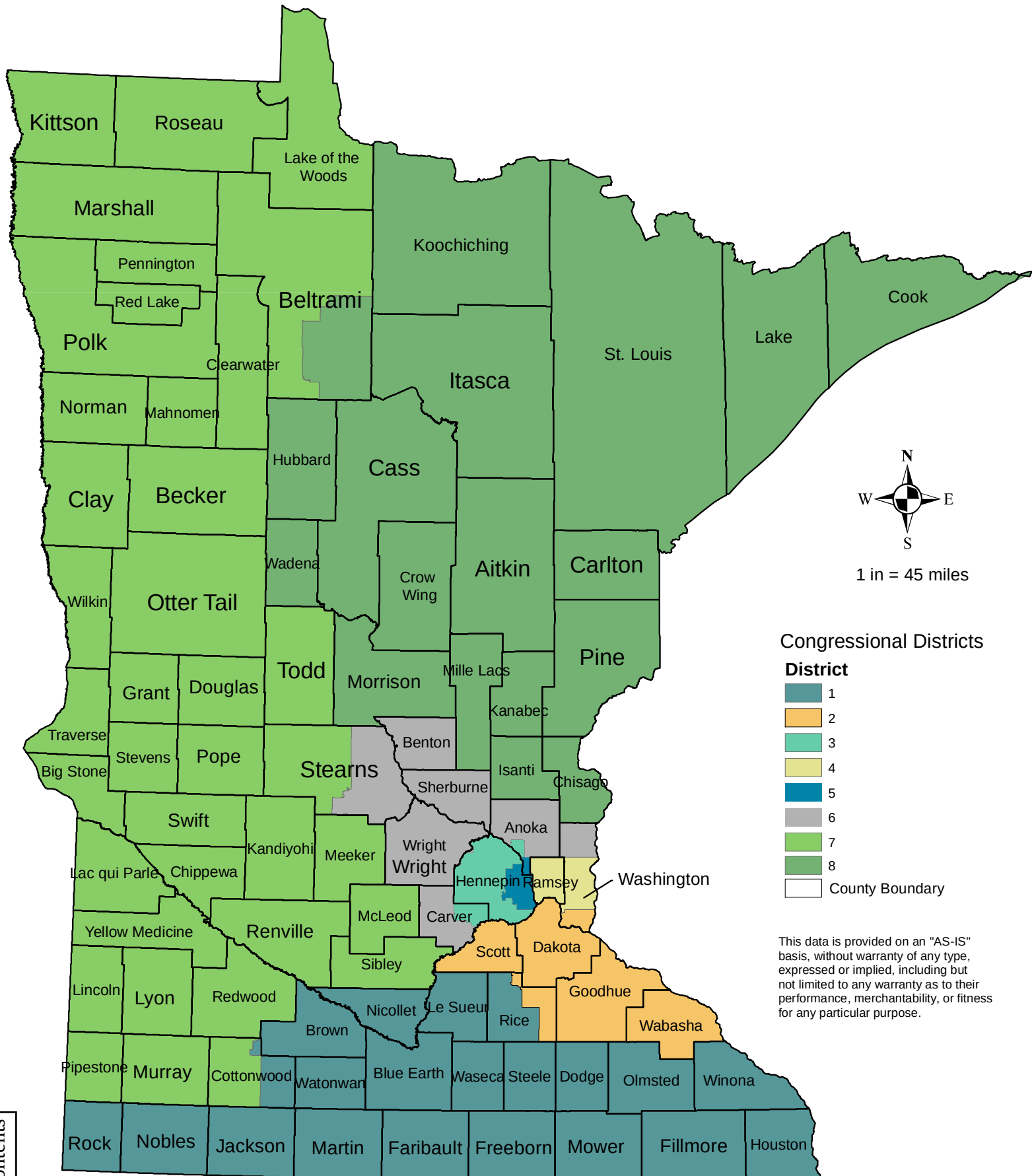
Rosemary Franzen
14732 Inglewood Drive
Baxter, MN 56425
Phone: (218) 829-8021
E-mail: Rosemary.Franzen@crowwing.us

District 5

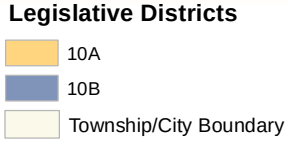
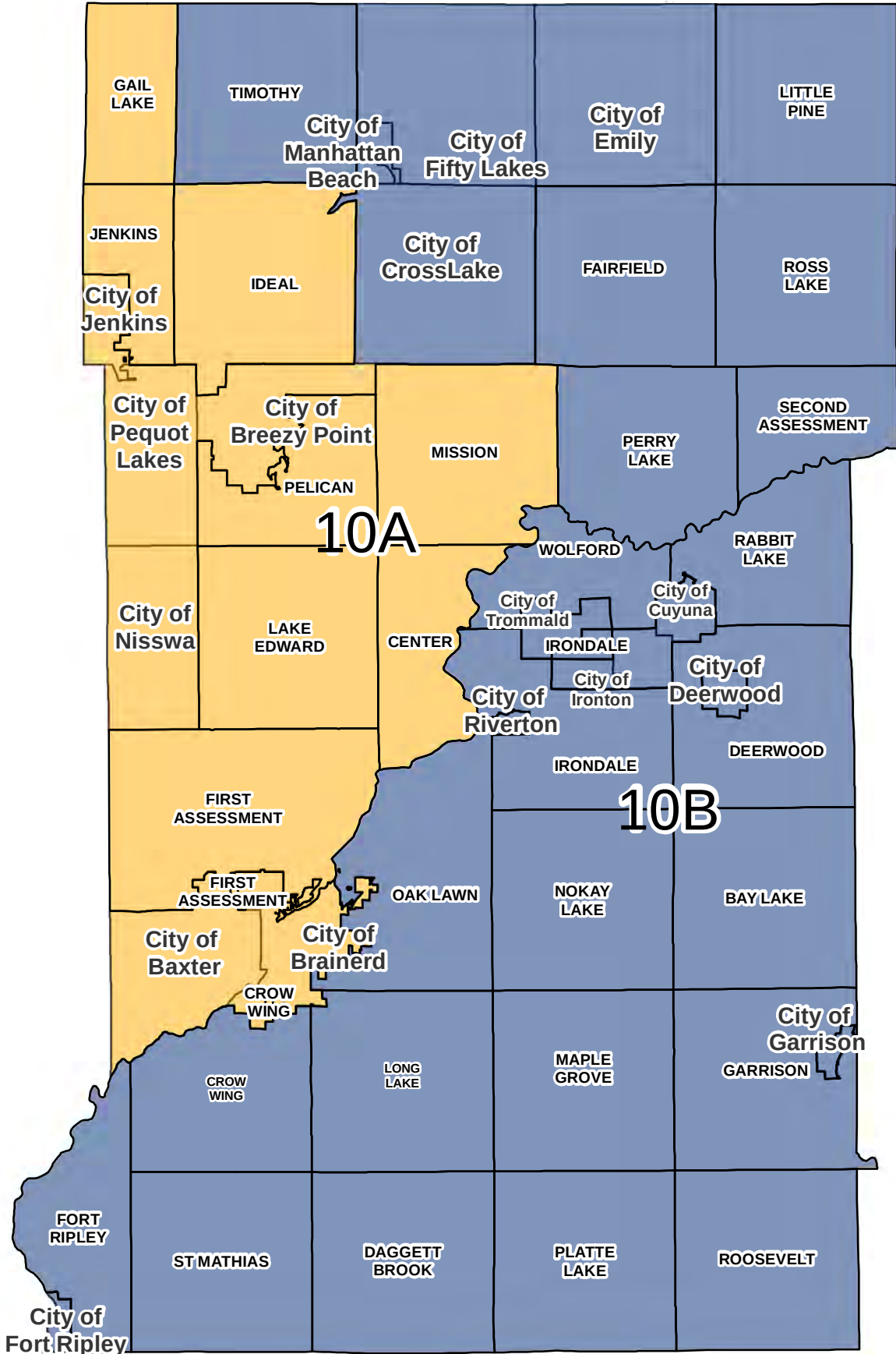
Doug Houge
P.O. Box 367
Ironton, MN 56455
Phone: (218) 546-2794
E-mail: Doug.Houge@crowwing.us



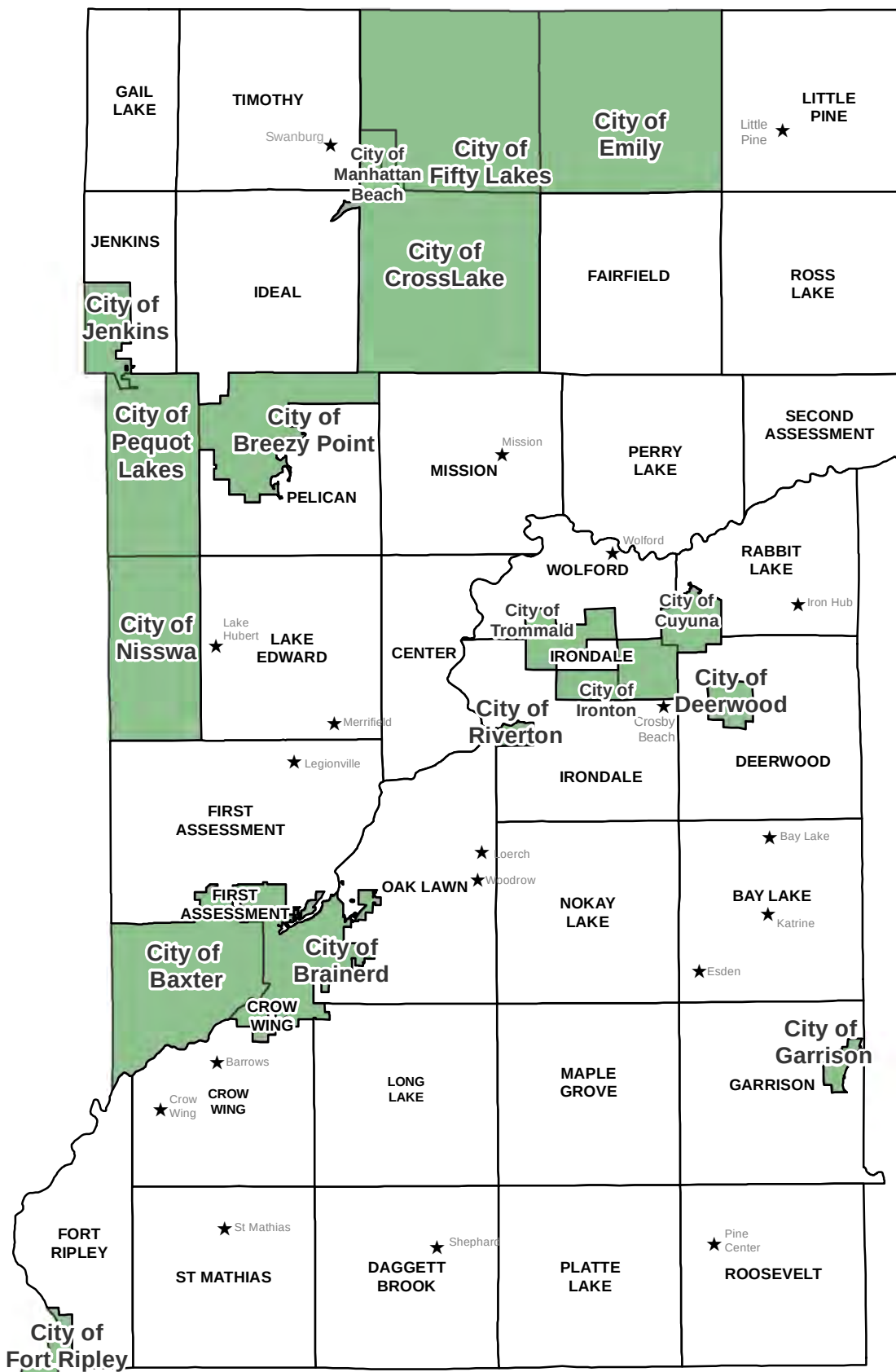
State of Minnesota Congressional Districts



Legislative Districts



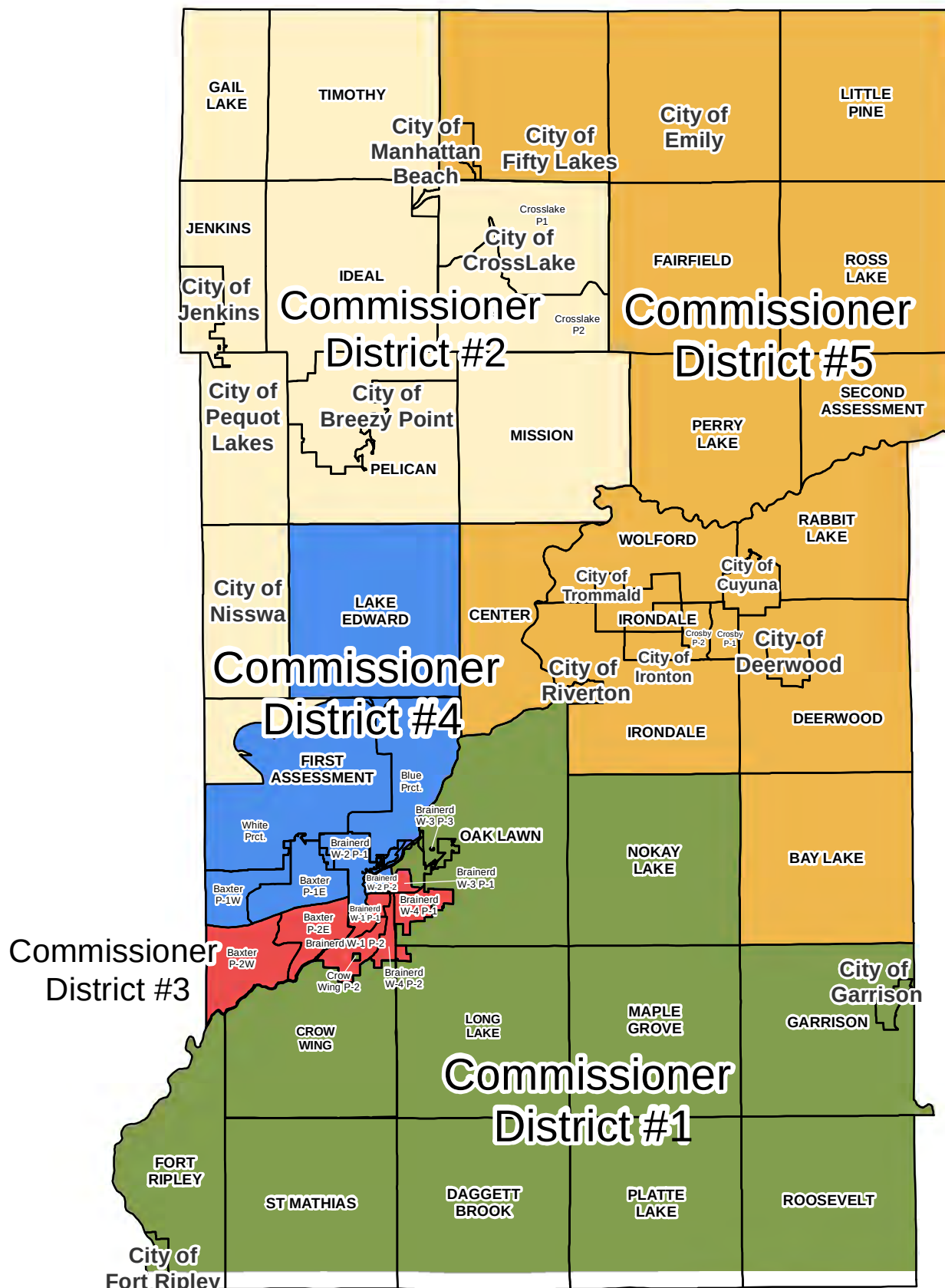
Crow Wing County Political Subdivisions



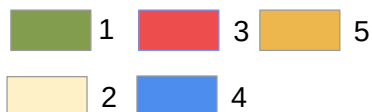
This data is provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness.



Crow Wing County Commissioner Districts



Commissioner Districts



This data is provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**County of Crow Wing
Minnesota**

For the Fiscal Year Beginning

January 1, 2018

Christopher P. Merrill

Executive Director



MEMORANDUM

County Administrator

TO: County Board
FROM: Tim Houle
DATE: February 28, 2019
SUBJECT: 2019 Budget Highlights

I am pleased to present you the 2019 budget for Crow Wing County. This document includes recent accomplishments reflecting the hard work and dedication applied by you in providing leadership for the strategic direction of the County as well as by the countless staff in applying your vision in day to day decisions. In addition, this document also contains strategic priorities for 2019 that have been called out in the budget process, both for operations and for capital planning.

The County levy for 2019 increased by 6.99%. It is the first year in nine years that the County's levy has increased. There were a number of primary drivers for that increase that had simply overwhelmed the organization's capacity to absorb without additional resources. Most notably of those trends are rising rate of methamphetamine use and mental illness. These are concerning trends that we will need to engage in reducing in the future and it will be challenging to do so.

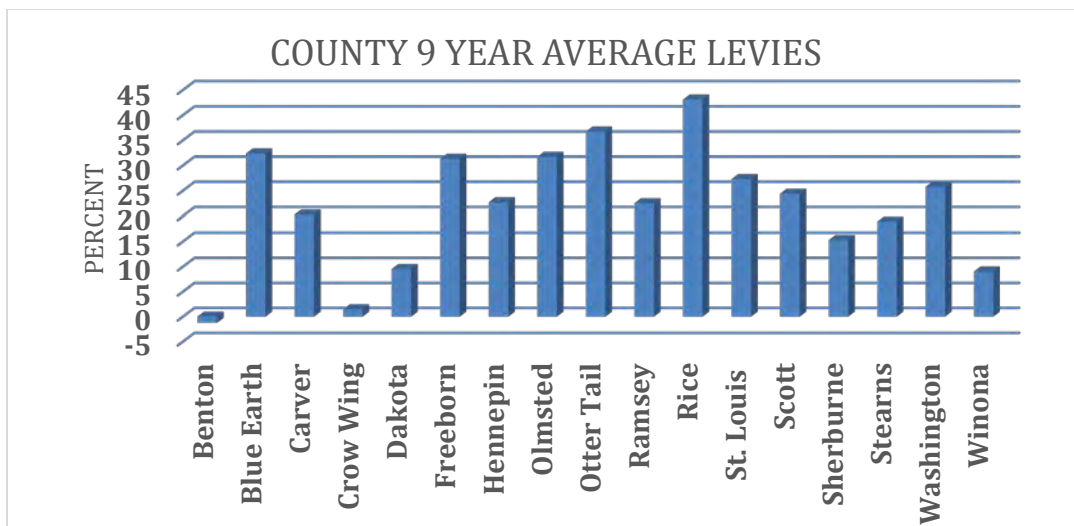
Our continued use of technology to increase the potential of our human capital investment, continuing to improve the efficiency and reliability of our processes through the use of LEAN and Six Sigma methodology to make them as efficient as they can be, and making tough policy choices are all reflective of our continued aggressive financial strategy. In addition, it is also a key strategy for coping with the labor shortages that are already occurring brought on by the retirement of the Baby Boom generation, probably the most significant threat currently facing our organization for the next decade. That trend of accelerating departures is already evident in our employee turnover rates and rising retiree health insurance costs in 2019. It is, therefore, even more important to note that these strategies are not just a piecemeal collection of random approaches, but are a conscious, thoughtful, and strategic constellation of strategies currently in place to shepherd the organization into the future as a high-performance county organization.

Looking at the trend in taxation compared to other similarly sized counties in Minnesota over that same period, I would suggest looking to our county counterparts in the Minnesota Inter-County Association as a reasonable comparison group of suburban and regional center counties. Nine-year cumulative levy change percentage results for them are as follows:

Our Vision: Being Minnesota's favorite place.

Our Mission: Serve well. Deliver value. Drive results.

Our Values: Be responsible. Treat people right. Build a better future.



As the chart clearly shows, Crow Wing County markedly leads the group in conservatively managing the resources entrusted to us and, in fact, significantly outperforms most.

The fact is that Crow Wing County's levy over the past nine years has *increased* by a total of 1.47%, from \$36,221,696 in 2010 to \$36,753,448 in 2019, an increase of nearly \$532,000. This equates to an annual increase averaging .15% per year for this ten-year period. Our efforts to be good stewards of the public's resources have clearly been on-going, consistent, and impactful.

The budget approved for 2019 reflects that continuing prudent stewardship and reflects key priorities, including:

- Serving well, delivering value, and driving results—our core mission.
- Continuing the movement toward results-focused, data driven strategies and decisions to improve organizational outcomes while driving greater value in cost.
- Maintaining the strong fiscal health of the County, controlling costs, limiting wage inflation, limiting growth in staffing, and using prudent capital planning processes for long-term needs.
- Promoting a strong, healthy, and vibrant Brainerd Lakes Area now and into the future.

Key 2018 Accomplishments:

Organizational Finance:

- The 2019 budget which was approved and adopted by the County Board in December 2018, was the first year in nine years that the County tax levy was increased.
- Crow Wing County cannot find any evidence that any county in Minnesota history has ever accomplished eight straight years of levy reductions.

- In a 2019 comparison of four nearby counties, Crow Wing County had the lowest County tax levy per capita at \$566.40.
- Crow Wing County 2018 revenue budget came in at 105% of budget; expense budget came in at 102% of budget. Crow Wing County 2018 budget performance reflected a negative variance and fund balance usage of \$1.3 million. Timing of expenses, such as a contribution for the T.H. 371 project which were expected to be expended in 2017 and were pushed to 2018 and increase collection of sales tax for road improvements, contributed significantly to that amount of fund balance growth. As a result, favorable results are not as favorable as they appear; however, after taking these variances driven by timing issues out of the mix, we still outperformed our budget and produced fund balance growth.

Protecting our communities

- Completing Phase 2 of Law Enforcement Center remodel project on-time and on-budget.
- Developed and implemented a Strategic Plan for Crow Wing County Community Corrections to identify strategic ways we can improve process, improve outcomes, improve services, and/or reduce costs while serving the primary objective to keep the public safe.

Caring for our people

- Reduced out of home placement re-entry rates to 8.2% or less with two or fewer children re-entering foster care.
- Implemented the Yellow Line project to divert people who are arrested but where the primary underlying issue is of a mental health issue from being incarcerated in the County jail. Our goal is to reduce the number of inmates placed in jail for mental health issues by 10%.
- Increased community dialogue about the needs for a full continuum of care for mental health treatments beds in our community through ongoing public discussion, education efforts through AMC and MACSSA, and discussion with our local legislative delegation. Implementing the Systems of Care model with community partners.
- Stabilized the number of out-of-home placements of children in need of protection through a community-based engagement process.

Strengthening our lakes and trees

- Completed the One Watershed One plan for the Pine River Watershed with Cass County.
- Received a permit for the construction of landfill Cells 5 and 6 to contain Crow Wing County's waste stream in an environmentally responsible and cost effective manner.

Keeping our roads safe

- Hit our snowplow targets 95% of the time.

- Implementing our 5-year transportation plan projects for 2018 on-time and on-budget.
- Delivered a CR 115 preferred geometric alignment for public discussion and subsequent County Board consideration.

Deliver excellence to our customers

- Scoped update of the county's website to continue to improve 24/7/365 access to county services for county residents and visitors with a particular focus on designing the site to reflect that the majority of users of the site are now accessing it via mobile devices than are accessing it through traditional desktops.
- Received MN Historical Society grant to update the County Historical Museum. Implement project to do so on-time and on-budget.
- Delivered a new land-sale module to improve the marketability and sales rate of tax-forfeited properties.
- Implemented succession plan for upcoming retirement of our Human Resources Director. Hired new HR Director and onboarding/orientation is continuing.

Stewards of our money

- Continued to closely monitor expenses and producing conservative budget requests. Budget for 2019 heavily influenced by rising rates of meth use and mental health issues, which resulted in the first levy increase in 8 years with a 6.99% levy increase.
- Completing a Technology Strategic Plan for County Board consideration.

Foster organizational excellence

- Completing conversion of the new tax CAMA system such that 2019 tax statements are generated by the new system. This has required on-time and on-budget project management of the conversion process. Conversion process has significantly involved staff to transfer data and verify accuracy, while continuing ongoing service delivery needs.
- Launched data analysis initiative countywide to build skill sets in data analysis around the very large datasets Crow Wing County maintains in order to make better, more data-informed decisions to improve our processes, our results, and/or our customer service. Project will involve identification of existing datasets and their native programming language and subsequently designing and implementing training around that newly acquired global view for a cohort of employees to specialize their skills in mining "big" data.
- Completed a county-wide update training to minimize the possibility of sexual harassment in our workplace.

Key Demographics Summary and Trends:

Crow Wing County continues to experience relatively strong population growth, increasing by over 14% from 2000-2010. Minnesota State Demographer's estimates the 2017 population, the latest for which figures are currently available, at 64,517, which is a 3.2% increase since the 2010 census.

Data continues to show that Crow Wing County's average age distribution is older than the state average, but younger than many parts of Greater Minnesota. Educational attainment follows that same pattern.

As a regional center county, Crow Wing County continues to experience a healthy and diverse economy. Those portions of our economy that were based on tourism and home construction suffered significantly through the Great Recession, though both appear to be rebounding at present, with a continuing uptick in tourism and new construction in 2018. Total market values of property within the County still lag behind the historic high water mark of 2010.

Unemployment in Crow Wing County tipped upward in 2018 to 6.5% from 5.6% in 2017, though these are not seasonally adjusted rates and the tourist trade significantly modifies these numbers throughout the year. The unemployment rate clearly still reflects the tightening of the labor market which has been identified as a key organizational threat. The difference between Crow Wing County's unemployment rate and the state's unemployment rate held fairly steady in 2018 at 3.3% higher than the state average. Notably, Crow Wing County's unemployment rate is still lower than many parts of Greater Minnesota.

Continuing the pattern, per capita income in Crow Wing County was below the state average, but above some parts of Greater Minnesota. Crow Wing County historically has ranked in the middle among Minnesota counties in per capita personal income ranking 43rd among the state's 87 counties. This can be deceptive, however, as the number of seasonal residents and tourists who spend significant amounts of time in Crow Wing County, who often have much higher rates of per capita income may not be included in these numbers if they do not claim Crow Wing County as their primary place of residence.

Outstanding debt for Crow Wing County at the end of 2018 stood at \$156 per capita and is steadily declining as we pay off more and more of the debt associated with the major building projects in the early 2000s. Our final large debt service payment is expected in 2020, only one budget cycle away. Our debt is currently rated as AA from Standard and Poor's. This rating is more heavily impacted by the conditions of our local economy than it is by any deficiencies in our management practices and so would be very difficult to impact positively in the future. To the extent that we continue to successfully transition to a pay-as-you-go financing approach for capital projects, our bond rating will be an increasingly moot point as we wouldn't be issuing debt. This may provide additional support for this strategic move.

2019 Strategic Priorities:

Protecting our communities

- Complete Phase 2 of Law Enforcement Center remodel project on-time and on-budget.
- Continue implementation of Strategic Plan for Community Corrections to include completing risk assessment of all probation clients in order to use risk

classification to determine appropriate supervision levels and subsequently analyze and review caseload sizes.

- Complete risk assessments on all probation clients to better ascertain appropriate supervision levels.
- Continue implementation of the Self-Healing Communities model for “hotspot” neighborhoods within CWC and develop an evaluation framework that can assist in assessing progress and, most importantly early impacts and impacts we may see as emerging as a direct result of this work.

Caring for our people

- Reduce the number of out of home placements through a strategy of highly engaging local communities we have identified as “hot spot” areas within the County to better understand how we, as a county and group of engaged stakeholders, can support these hot spot communities. Specific targets to focus on providing supports and community encouragement for mental health and chemical dependency issues contributing to family systems breakdowns that are driving out-of-home placements.
- Conduct a national best-practices review for better coordination of service delivery across all of the disciplines currently contained within CWCCS, including probation. Review should include not only best-practices among counties but should also include some effort to determine best-practices in health care setting to see what can be learned from that.
- Evaluate the ongoing effectiveness of our Drug and DWI Courts with a focus on the ROI of those approaches compared to alternative service delivery methods in order to recommend a continuation of those efforts, an increase of those efforts, or even a decrease of those efforts in favor of a more effective approach.
- Evaluate the Yellow Line program, Crossover Youth program, Family Home Visiting program, and Transition Specialist program progress against established metrics.
- Develop a more active communication and recruitment plan for family foster care in our community.

Strengthening our lakes and trees

- Begin construction of landfill Cells 5 and 6 to contain Crow Wing County’s waste stream in an environmentally responsible and cost effective manner.
- Develop a comprehensive plan for the future development of the Pequot Lakes Fire Tower asset.
- Develop and implement a policy and procedure to standardize and institutionalize an improved process for the enforcement of non-compliant land use cases.

Keeping our roads safe

- Hit our snowplow targets 95% of the time.
- Implementing our 5-year transportation plan projects for 2019 on-time and on-budget.
- Deliver real-time snow plowing progress on the county road system during snow events on the county’s website.

- Deliver a CR 115 right-of-way plat that clearly defines the right-of-way easements and acquisitions necessary to keep this project moving forward on a timely basis.
- Review and evaluate effectiveness of existing Cost Share Participation agreement with municipalities in CWC on shared road projects.
- Complete an update of the Roadway Access Management Policy.
- Research and evaluate a citizen communication portal that could be used by citizens to report road issues, e.g. potholes, downed road signs, and so on.
- Complete update to CWC Road Safety Plan.

Deliver excellence to our customers

- Complete update of the county's website to continue to improve 24/7/365 access to county services for county residents and visitors with a particular focus on designing the site to reflect that the majority of users of the site are now accessing it via mobile devices than are accessing it through traditional desktops.
- Complete renovation of the County Historical Museum on-time and on-budget.
- Complete a national environmental scan of KPI measures used in the public sector and, where appropriate the private sector, to refresh our Managing for Results measures.
- Implement the Recording software and its integration into the new tax system.
- Develop a more effective succession planning and talent development program that creates a more robust and effective training and development for all employees of the organization.

Stewards of our money

- Continue to closely monitor expenses and producing conservative budget requests.
- Conduct a comprehensive program evaluation of our landfill and recycling program.
- Implement new payroll and timekeeping system to fully integrate with the Munis financial system and that better meets the organizational recordkeeping requirements to a higher level, especially within the Sheriff's Office and the Highway Dept where time accounting, schedule shifts, overtime considerations, and so on make timekeeping a much more complex function than in most other areas.
- Evaluate capital planning program to add a component that would more effectively reflect ROI for significant new capital purchases which reflects best practices from both the public and private sector.
- Develop long range Facilities strategic plan.
- Evaluate success of facilities shared services agreement with the City of Brainerd.
- Research and evaluate future trends which we can expect will affect our organization and develop a strategic plan for HR, focusing on the various HR disciplines, to effectively leverage those trends to our organization's maximum benefit.

- Evaluate benefits plan design and develop a 3-5-10 year plan to develop cost-effective alternatives for CWC and its employees and retirees in order to reduce costs and/or minimize rates of increase and maximize the ROI for all involved.

Foster organizational excellence

- Launched data analysis initiative countywide to build skill sets in data analysis around the very large datasets Crow Wing County maintains in order to make better, more data-informed decisions to improve our processes, our results, and/or our customer service. Project will involve identification of existing datasets and their native programming language and subsequently designing and implementing training around that newly acquired global view for a cohort of employees to specialize their skills in mining “big” data.
- Scope technology blueprint for the county campus’ technology infrastructure and fully integrate into the existing infrastructure blueprints for building structure, electric, plumbing, and so on. Maintain this information through proper documentation of as-builts.
- Completing a Technology Strategic Plan for County Board consideration.
- Begin research on how CWC can leverage developing trends of deploying artificial intelligence and/or voice-first technologies to perform basic and repetitive functions to free up staff time for other higher-level functions, including the potential deployment of bots to better serve the public in real-time via our website based on a national environmental scan of best practices by other public and, where appropriate, private sector counterparts.
- Standardize and implement standardized applicant testing for 25% of CWC positions to improve candidate assessment process.

Summary:

Overall, Crow Wing County continues to produce superior results, both in terms of service quality as well as financial deliverables. We have an established record of continuing to deliver high-quality services while continuing to drive our cost structure downward. Notably, during each year of the Great Recession and through 2018, while our financial plan—our levy and budget—called for tighter resources to be made available, we continued to out-perform those plans each year, contributing fund balance growth to the County’s reserves.

The demographic changes associated with the continued exit of the Baby Boom generation from the workplace with the smaller generations replacing them is still the single greatest threat to our stability over the long term. Prudent planning and execution will continue to be necessary to weather this sustained challenge in the coming years. The County’s planning efforts and strategies geared toward continuing to increase our human capital investment’s productivity through the strategic deployment of technology and other non-technology tools, through continuing to make our internal processes as efficient and effective as they can be, by the measured consideration of the County Board on what services we most need to provide in our community, will all be key to not merely surviving this challenge, but rather thriving despite it.

Crow Wing County is well positioned to meet the challenges of the future. I am proud to say that the 2019 levy and budget helps to incrementally advance us to meet them. The approved budget book is attached for your information.

Respectfully submitted this 28th day of February, 2019.

Our Vision: Being Minnesota's favorite place.



Protecting our communities.

We keep our communities safe through proactive enforcement, preparing for the unexpected, and providing leadership when it's needed most.



Caring for our people.

We meet people in their time of need, providing assistance and mentorship while encouraging independence.



Strengthening our lakes and trees.

We manage our land and water responsibly, ensuring we have unmatched resources to enjoy, now and for generations to come.



Keeping our roads safe.

We design, improve, and maintain our roads, keeping them safe and clear for all to enjoy the drive.

Our organizational priorities

Our Mission: Serve well. Deliver value. Drive results.

Every day...



...We deliver excellence to our customers by:

- Encouraging community engagement.
- Providing needed services within the community.
- Fostering community relationships to enhance our services.
- Assuring all people are treated with respect.



...We are stewards of our money by:

- Streamlining our processes to reduce waste, time, and cost.
- Providing meaningful solutions through wise investments.
- Being transparent with our spending and reporting.



...We will inspire each other to excellence by:

- Treating all people with dignity and respect.
- Using technology to improve customer service.
- Enabling a workforce that cares.
- Creating a dynamic and engaged work culture.

Our Values: Be responsible. Treat people right. Build a better future.

COUNTY PROFILE

Crow Wing County was established in 1857 and was named for the Crow Wing River, the mouth of which was an early settlement of Chippewa and fur traders. The County was formally organized in 1870, around the time that the Northern Pacific Railroad decided that its rail line would cross the Mississippi River at Brainerd. Regular rail service began in the early 1870s, at which point Brainerd became the area's major settlement, and the Crow Wing village faded.

Crow Wing County is located in north-central Minnesota, about 125 miles northwest of the Minneapolis/St. Paul metropolitan area, and covers 999 square miles. Crow Wing County is a mix of agriculture/farming in the southern parts of the County, industry in the Brainerd/Baxter area and mining in the Crosby/Ironton areas, and contains abundant natural resources in the forms of lakes and trees in the northern part of the County. The county seat is located in Brainerd.

The Board of Commissioners is the governing body of the County of Crow Wing. There are five members of the County Board. Each member represents one of five Districts, elected to four year overlapping terms. Board members, in partnership with County staff, work to ensure the delivery of services and programs essential to the continued prosperity of Crow Wing County.

The Board appoints a County Administrator who is the chief appointed administrative officer of the County. The Administrator is responsible for the administration of Board policy and for the management of various County divisions and departments. The Attorney, Auditor-Treasurer, Recorder, and Sheriff are elected officials.

The County provides a full range of services contemplated by statute. These services include public safety, highway, health, attorney, human services, recreational, maintenance of property records, vital statistics, issuance of various permits and licenses, administration of property tax assessment and collection, and the distribution of local governments' property taxes within the County.

DEMOGRAPHICS

POPULATION

Crow Wing County has seen population growth increases greater than nearby Cass, Aitkin, and Morrison counties. According to the State Demographic Center, Crow Wing County has seen a population increase of 13.4% from 2000-2010, using Census data. The counties of Cass, Aitkin, and Morrison saw increases of 5.9%, 5.2%, and 4.7%, respectively.

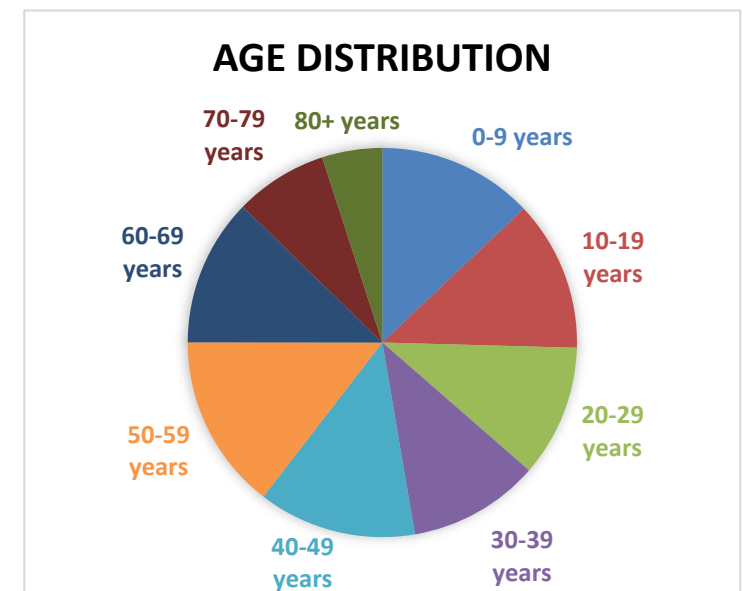
	Population 2000	Population 2010	% Change
Crow Wing County	55,099	62,500	13.4%

Source: State Demography Center

The 2017 estimated population was 64,517 residents, according to the Minnesota State Demographic Center.

AGE AND GENDER DISTRIBUTION

In 2010, the Census reported that the average age of Crow Wing County residents was 42.4 years. Males made up 49.8% of the population and females were 50.2%. Approximately 25% of the population was under age 20, and 18.5% were over age 65.



EDUCATIONAL ATTAINMENT

Educational attainment has increased in Crow Wing County over the past decade. The percentage of residents over age 25 with a high school diploma (or equivalent) or higher form of education increased by 7.2% since 2000. The percentage of residents over age 25 with a bachelor's degree or higher increased by 5.8% over the same time period.

Estimated Educational Attainment for Crow Wing County						
	2000	2016		2000	2016	
	High School Graduate or higher*	High School Graduate or higher*	% Change	Bachelor's Degree or higher*	Bachelor's Degree or higher*	% Change
Crow Wing County	86.3%	93.5%	7.2%	18.4%	24.2%	5.8%

*Percentage of population aged 25 years and older

Source: US Census 2000; 2012-2016 American Community Survey 5-Year Estimates (Educational Attainment)

EMPLOYMENT AND PERSONAL INCOME

EMPLOYMENT BY INDUSTRY

Crow Wing County is home to a variety of businesses in many industries. This table indicates that the majority of people in Crow Wing County's labor force were employed in education and health services, retail, and leisure and hospitality.

Tourism continues to be an important facet of the area's economy. During the height of the tourism season the area's population swells to an estimated 300,000, when tourists and seasonal residents are taken into consideration. Leisure and hospitality businesses brought in more than \$233 million in gross sales in 2017 (most recent data available), according to Explore Minnesota.

Crow Wing County Employment by Industry			
Industry	2017	2018	% Change
Leisure and Hospitality	4,130	4,041	(2.2%)
Retail	4,829	4,963	2.8%
Wholesale	571	578	1.2%
Education and Health Services	8,187	8,362	2.1%
Public Administration	1,305	1,321	1.2%
Manufacturing	2,557	2,715	6.2%
Construction	2,003	1,913	(4.5%)
Financial Activities	1,601	1,577	(1.5%)
Natural Resources and Mining	89	75	(18.7%)
Utilities	123	122	(.8%)
Transportation and Warehousing	646	643	(0.5%)
Information	450	421	(6.4%)
Professional and Business Services	2,136	2,058	(3.7%)
Other Services	977	961	(1.6%)
Total	29,604	29,750	0.5%

Source: Minnesota Department of Employment and Economic Development (DEED)

UNEMPLOYMENT RATES

Unemployment data measures only those individuals looking for work and ignores those who have chosen not to work. Annual unemployment rates for Crow Wing County were at 3.9% in 2018, equal to the national average and higher than the state average.

County, State, and National Unemployment Rates			
	2017	2018	% Change
Crow Wing County	4.4%	3.9%	(0.6%)
Minnesota	3.4%	2.9%	(0.5%)
United States	4.4%	3.9%	(0.5%)

Source: Minnesota Department of Employment and Economic Development (DEED)

INCOME

Crow Wing County's per capita personal income (PCPI) increased 2.6% from 2016 to 2017 (the most recent data available for the County). This increase was less than the state and national increases. It was also less than nearby Aitkin (increase of 4.2%) and Cass (increase of 3.3%) Counties but more than Morrison (increase of .7%) County. Crow Wing County's PCPI rank was 59th of 87 counties in the state. Crow Wing County was 79% of the state's average of \$54,359 and 83% of the national average of \$51,640.

County, State, and National Per Capita Personal Income			
	2016	2017	% Change
Crow Wing County	\$41,693	\$42,770	2.6%
Minnesota	\$52,750	\$54,359	3.1%
United States	\$49,883	\$51,640	3.6%

Source: Bureau of Economic Analysis

Personal income of residents in Crow Wing County increased from \$2,678,279 in 2016 to \$2,755,387 in 2017, an increase of 2.9% according to the Bureau of Economic Analysis.

POVERTY

Poverty statistics provide useful information about the status of a local economy. The Census Bureau determines poverty status by comparing annual income to a set of dollar values called poverty thresholds that vary by family size, number of children, and age of householder. Poverty thresholds are updated annually to allow for changes in cost of living using the Consumer Price Index. They do not vary geographically. From 2016 to 2017 the percentage of people living in poverty in Crow Wing County decreased 0.8%.

Percentage of Persons Below Poverty Level			
	2016	2017	% Change
Crow Wing County	10.4%	9.6%	(0.8%)

Source: US Census 2000; 2013-2017 American Community Survey (Poverty Status in the Past 12 Months)

BONDED INDEBTEDNESS

DEBT ADMINISTRATION

The ratio of net bonded debt to assessed valuation and the amount of bonded debt per capita are useful indicators of the County's debt position for County management, citizens, and investors. The County has an 'AA' credit rating from Standard & Poor's (S&P).

Direct Bonded Debt 2017		
	Amount	Debt per Capita
Crow Wing County	\$15,892,844	\$248

Source: Crow Wing County 2017 Comprehensive Annual Financial Report (CAFR)

STATISTICS

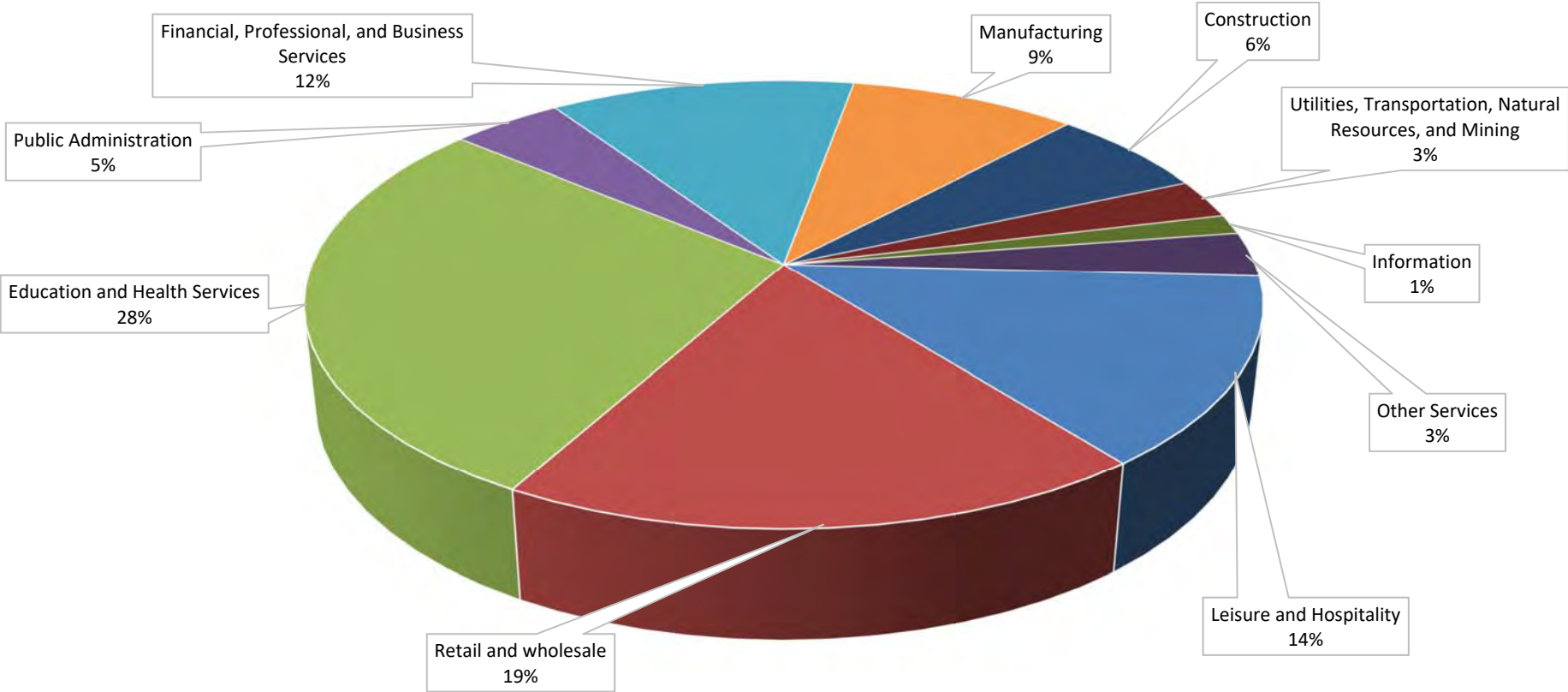
Principal Property Taxpayers 2017		
<i>Taxpayer</i>	<i>Net Tax Capacity Value</i>	<i>Percentage of Total Taxable Net Tax Capacity Value</i>
Minnesota Power and Light	\$522,659	0.49%
Northern States Power	\$393,832	0.37%
Etoc Co. Inc.	\$392,964	0.37%
Mills Properties Inc.	\$360,235	0.34%
Burlington Northern Santa Fe Railroad	\$359,314	0.34%
Brainerd Lakes Integrated Health	\$352,724	0.33%
Great River Energy	\$279,232	0.26%
SUSO 2 Brainerd LP	\$251,232	0.24%
Crow Wing Coop Power and Light	\$234,039	0.22%
MFF Mortgage Borrower	\$222,264	0.21%

Source: Crow Wing County 2017 Comprehensive Annual Financial Report (CAFR)

Principal Employers 2017			
<i>Taxpayer</i>	<i>Industry</i>	<i>Employees</i>	<i>Percentage of Total County Employment</i>
Essentia Health – Central Region	Healthcare	1,500	4.7%
Cuyuna Regional Medical Center	Healthcare	947	3.0%
Independent School District 181	Education	897	2.8%
Grand View Lodge Resort & Spa	Tourism	720	2.3%
Breezy Point Resort	Tourism	532	1.7%
Ascensus	Financial Services	500	1.6%
Clow Stamping	Tourism	455	1.4%
Crow Wing County	Manufacturing	445	1.4%
Madden's Inc	Government	430	1.4%
Cragun's Resort	Tourism	380	1.2%

Source: Crow Wing County 2017 Comprehensive Annual Financial Report (CAFR)

2018 Employment by Industry





ACCOUNTING, AUDITING, AND FINANCIAL REPORTING POLICY

CROW WING COUNTY BRainerd, MINNESOTA

Adopted by County Board
September 10, 2013
Amended July 12, 2016

Our Vision: Being Minnesota's favorite place.
Our Mission: Serve well. Deliver value. Drive results.
Our Values: Be responsible. Treat people right. Build a better future.

ACCOUNTING, AUDITING, AND FINANCIAL REPORTING POLICY

TABLE OF CONTENTS

SECTION DESCRIPTION

- I. Accounting, Auditing, and Financial Reporting Policy Statement of Purpose
- II. Scope
- III. Audit Oversight
- IV. Accounting Practices
 - A. Basis of Accounting
 - B. Accounts Receivable
 - C. Inventory Reporting
 - D. Management Decision on Accounting Issues
- V. Financial Reporting
 - A. External Reporting
 - B. Internal Reporting
 - C. External Auditing
- VI. Accounting, Auditing, and Financial Reporting Policy Adoption

I. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING POLICY STATEMENT OF PURPOSE

The purpose of this policy is to provide organization-wide guidelines for accounting for financial resources and reporting such information to the public.

II. SCOPE

This Accounting, Auditing, and Financial Reporting Policy applies to all funds of the County.

III. AUDIT OVERSIGHT

In general, oversight will be conducted by the County Board Chair, Administrator, Administrative Services Director, and the Finance Director. The Finance Director shall be the primary contact with the independent auditors, and is in charge of arranging audit schedules and managing requirements of the annual audit. The Finance Director will bring important issues (see Note IV.D.) identified during, or related to, the audit to the County Board, as necessary.

IV. ACCOUNTING PRACTICES

The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles applicable to state and local governments. The County's accounting and financial reporting policies conform to these generally accepted accounting principles (GAAP).

A. BASIS OF ACCOUNTING

The government-wide, proprietary, and fiduciary fund financial statements are prepared using the economic resources measurement focus and the accrual basis of accounting.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting.

B. ACCOUNTS RECEIVABLE

Generally, the County is able to collect almost all of its receivables, most of which relate to taxes. Past uncollectible amounts have been immaterial. Based on this history, the County will record an allowance for uncollectibles on a case-by-case basis, if needed. Procedures will be developed as needed for material outstanding receivables in order to ensure the County takes all necessary and possible steps in the collection process.

C. INVENTORY REPORTING

The County uses the *purchase* method of inventory reporting on a "first-in, first-out" (FIFO) basis.

D. MANAGEMENT DECISION ON ACCOUNTING ISSUES

The Finance Director shall have authority to make procedural decisions with respect to specific accounting treatments, such as interpretation of accounting principles, design of the general ledger and chart of accounts, and items of a similar nature. However, in certain special or unique situations, review by the County Board may be necessary. The County Board will be made known of any issue that

- (1) Creates controversy among those responsible for audit oversight, or between said individuals and the external auditors.
- (2) Is or will be material to the financial statements.
- (3) Involves significant uncertainty or volatility that could materially affect an estimate.
- (4) Is or will be a matter of public interest or exposure.
- (5) Must be reported to an external body, and those responsible for audit oversight are unclear or undecided on its presentation.
- (6) Applies a new accounting standard for the first time.
- (7) Relates to the application of a standard in a way that is not consistent with general practice or in a way that is different from how it has been applied in past years.
- (8) Relates to key controls over financial information that are being designed or redesigned, or that have failed or are otherwise being addressed by the County.

V. FINANCIAL REPORTING

The Comprehensive Annual Financial Report (CAFR) will include the General Fund, all special revenue, debt service, capital project, permanent, proprietary, and fiduciary funds, and component units, which the County is required to report under generally accepted accounting principles (GAAP).

A. EXTERNAL REPORTING

It is the County's policy that all external financial reporting shall be in conformance with GAAP. As an additional independent confirmation of the quality of the County's financial reporting, the County will seek to obtain the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting.

B. INTERNAL REPORTING

At least quarterly, and more often if deemed necessary, Finance Division staff shall prepare financial reports to be presented to the County Board in a format consistent with the annual adopted budget. Such reports will enable the County Board to be constantly informed of the financial status of the County.

C. EXTERNAL AUDITING

The CAFR shall be audited annually by a certified independent auditor. The annual audit encompasses areas of financial reporting, internal control, federal grants, and departmental audits.

VI. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING POLICY ADOPTION

The County's Accounting, Auditing, and Financial Reporting Policy shall be adopted by resolution of the County Board. The policy shall be reviewed on a biennial basis by the Budget Committee and any modifications made thereto must be approved by the County Board.



BUDGET POLICY

CROW WING COUNTY BRainerd, MINNESOTA

Adopted by County Board
August 13, 2013
Amended April 26, 2016

Our Vision: Being Minnesota's favorite place.
Our Mission: Serve well. Deliver value. Drive results.
Our Values: Be responsible. Treat people right. Build a better future.

BUDGET POLICY

TABLE OF CONTENTS

SECTION DESCRIPTION

- I. Budget Policy Statement of Purpose
- II. Scope
- III. Budget Period and Basis of Budgeting
- IV. Balanced Budget
- V. Budget Form and Information
- VI. Long-Term Financial Forecasts
- VII. Examination of Spending Patterns
- VIII. Priority of Services
- IX. Funding of Liabilities
- X. Budget-Balancing Strategies
- XI. Budget Process
- XII. Budgetary Monitoring
- XIII. Amendments to the Budget and Level of Control
 - A. “No Net Effect” Adjustments
 - B. Budget Adjustments
 - C. Level of Control
- XIV. Budget Amendment Form
 - A. Components of the Budget Amendment Form
 - B. Budget Amendment Form Preparation
- XV. Budget Policy Adoption

I. BUDGET POLICY STATEMENT OF PURPOSE

The purpose of this policy is to establish procedures to facilitate the review, discussion, modification and adoption of a proposed budget in order to provide the best value to citizens of the County.

II. SCOPE

The County Board adopts estimated revenue and expenditure budgets for all Governmental Funds: General, Special Revenue, Debt Service, Capital Project, and Permanent. The County also budgets for the Landfill Enterprise Fund. All budgets are reported in the annual Budget Document. Budgetary Comparison Schedules are reported in the Comprehensive Annual Financial Report (CAFR) for all budgeted funds except the Landfill Enterprise Fund.

III. BUDGET PERIOD AND BASIS OF BUDGETING

All budgets shall be adopted annually on the cash basis of accounting. The CAFR is prepared in accordance with GAAP using the modified or full accrual basis of accounting, as appropriate by fund type.

IV. BALANCED BUDGET

Financial planning policies and practices will be designed to maintain a commitment to a structurally balanced budget. Generally, the County shall adopt a structurally balanced budget for each fund in which this policy covers. A budget shall be considered structurally balanced when recurring revenues equal or exceed recurring expenditures. If a structural imbalance occurs, a plan will be developed and implemented to bring the budget back into structural balance. Certain types of operating expenditures are encouraged by the County Board, as follows:

- (1) Expenditures that delay future cost increases.
- (2) Investments that forestall adding permanent staff.
- (3) Commitments that can reasonably be maintained over the long term (as opposed to commitments where future funding sources are questionable).

When deemed appropriate by the County Board, the County may adopt a budget that is not structurally balanced, due to one-time expenditures. Such budgets will result in a planned usage of fund balance.

V. BUDGET FORM AND INFORMATION

The budget shall be constructed around the County Board's vision for the long-term direction of County services and the associated desired culture and environment. As part of the annual budget process the County's departments shall create narratives that describe their goals and objectives both previously achieved and yet to be achieved.

VI. LONG-TERM FINANCIAL FORECASTS

The County recognizes the importance of long-term strategic planning, as evidenced by the Long-Term Financial Plan (LTFP), a non-binding assertion of future intent. Similarly, the County recognizes that prudent financial planning considers the multi-year implications of financial decisions. The County shall maintain a long-term financial focus in its financial planning that is mindful of the long-term objectives of the County.

VII. EXAMINATION OF SPENDING PATTERNS

The County seeks to maximize the value the public receives through its spending. Accordingly, staff should develop budget tools and methods to measure outcomes and maximize value, particularly by critically examining existing spending patterns to ensure they continue to provide value.

VIII. PRIORITY OF SERVICES

Essential services will receive first priority for funding. The County desires to maintain current service levels for all services; however, if necessary, the County will reduce or eliminate low-priority services before essential services. Priority will be determined by the County Board after analysis and consideration of financial information, social benefit, state or federal requirements, or other factors contributing to the importance of a program or service.

IX. FUNDING OF LIABILITIES

The budget will provide sufficient funding to cover annual debt retirement costs in order to maintain the trust of creditors and avoid accumulating excessive liabilities over the long-term.

X. BUDGET-BALANCING STRATEGIES

The County will implement a structurally balanced budget as described in Note IV. Temporary shortages, or operating deficits, can and do occur, but they shall not be tolerated as existing trends. The County will avoid budgetary and accounting procedures which balance the current budget at the expense of future budgets.

XI. BUDGET PROCESS

The County is committed to timely certification of the levy in accordance with Minnesota Statute § 275.07, Subd. 1. To ensure timely certification, a Budget Calendar will be developed by Financial Services staff annually. Generally, the budget process will proceed as follows:

May	Departments provided with budget packets
May-July	Department budget preparation
Early July	Department deadline to submit budget request

Late July	Present original department requests to the Budget Committee
Late August	Original requests reviewed during a Committee of the Whole
On or before September 15	County Board to certify preliminary tax levy and adopt preliminary budget
September-November	Departments and Budget Committee to review and analyze original requests
Late November-early December	Budget and levy public hearing held in accordance with state statute
On or before five business days after December 20	Certification of the final levy and budget

XII. BUDGETARY MONITORING

Department heads are responsible for monitoring their monthly budget information. Financial Services will maintain a system for monitoring the County's budget performance. This system will provide the County Board with quarterly budget updates. Included will be provisions for amending the budget during the year in order to address unanticipated needs, emergencies, or compliance issues. Budget amendments requiring County Board approval will occur through a process coordinated by Financial Services. Significant financial issues that need to be addressed between regular monitoring reports will be provided to the County Board as warranted.

Following the fourth quarter review, a comprehensive annual review will be undertaken. An annual budget summary will be presented to the County Board for analysis. The County Board shall review differences between budgeted and actual revenues and expenditures and assess the County's ability to effectively plan and accurately budget. Any recommendations will be considered during the following budget cycle.

In addition, departmental budget status will be included in the County's Managing 4 Results performance assessment program.

XIII. AMENDMENTS TO THE BUDGET AND LEVEL OF CONTROL

A. "NO NET EFFECT" ADJUSTMENTS

Amendments which do not affect the County's net increase or decrease to fund balance (i.e., increased expenditures offset by increased revenues) may be made by Financial Services staff following approval by the County Administrator, with all such amendments subsequently reported to the Budget Committee. Such amendments shall conform to overarching County Board intent and policy, and shall not be used as a means to redirect resources in order to avoid scrutiny.

In instances where a department receives County Board approval to accept a previously unbudgeted grant and incur previously unbudgeted expenditures, a corresponding budget amendment will be made by Financial Services.

B. BUDGET ADJUSTMENTS

Amendments to the budget affecting the County's net increase or decrease to fund balance require approval of the County Board. Such amendments may require a Budget Amendment Form (see Note XIV of this policy).

C. LEVEL OF CONTROL

For all funds, the level of control (i.e., the level at which spending cannot exceed the budgeted amount without County Board approval) is at the department level for each fund for which a budget is adopted. However, the following two exceptions apply to this departmental budgetary authority:

- (1) Non-budgeted personnel requests (i.e., new positions, revised FTEs that change one classification for another without increasing the total number of FTEs in the department) require Personnel Committee and County Board approval.
- (2) Non-budgeted capital assets (assets in excess of \$15,000) require Budget Committee and County Board approval.

The County Administrator or his/her designee is delegated the authority to fill newly created employee classifications or remove incumbents from existing classifications that have been eliminated from the adopted budget.

- (1) Departments that have received County Board approval for budgets that include new positions and revised FTEs (revisions that change one classification for another without increasing the total number of FTEs in the department) will not have to request County Board or Personnel Committee approval prior to hiring individuals to fill those positions. The position filled shall be the same position previously approved by the County Board.
- (2) Departments that have received County Board budgetary approval for *itemized* current year capital expenditures in the Capital Improvements Plan will not have to request subsequent County Board approval for those expenditures, unless the item exceeds \$100,000, requires a competitive bid process, or is subsequently revoked by the County Board. This departmental authority is limited to the original scope of the itemized capital expenditure as approved in the Capital Improvements Plan. Reallocation of capital asset expenditures shall occur in accordance with the Asset Management Policy

The ultimate authority for determining budgetary priorities rests with the County Board.

XIV. BUDGET AMENDMENT FORM

A Budget Amendment Form shall be required when a budget amendment will occur due to the implementation of a new program; increases in services provided will affect revenues or expenditures; requesting additional staff; or requesting the purchase or construction of capital items. The form will be required for amendments of \$20,000 or greater, taking into consideration current and future costs. The form may also be requested by the County Board or County Administrator at any time for any amount.

The Budget Amendment Form shall

- (1) estimate the increase or decrease in revenues or expenditures,
- (2) include the costs that may be absorbed without additional funds,
- (3) include the assumptions used in determining the cost estimates, and
- (4) specify any long-range cost implications.

The Budget Amendment Form should be factual, informative, and concise, with estimates that are transparent, adequately explained, justified, and documented. It is to be *objective* and not used to influence an outcome.

A. COMPONENTS OF THE BUDGET AMENDMENT FORM

The following four components are required in each Budget Amendment Form:

(1) Heading

This component includes the amendment title, date, and sponsor.

(2) Fiscal Impact Indicators

This component indicates whether the revenue/expenditure change is a one-time change, or is ongoing.

(3) Fiscal Implications

This component does the following:

- (a) Provides a summary estimate of revenues and expenditures. Forecast revenues and expenditures will be a minimum of three years or the length of the activity requiring the amendment, whichever is shorter. During a partial year, forecasts should include the portion of the year remaining and three full subsequent years.
- (b) Provides an estimate of changes in Full Time Equivalent (FTE) positions.

(4) Supporting Narrative

The supporting narrative component is made up of the following five sections:

(a) Section 1 – Summary

This section provides a brief description of the purpose of the budget amendment with an emphasis on the portion of the project/service that creates the fiscal impact.

(b) Section 2 – Long-Term Fiscal Considerations

This section indicates whether the estimated fiscal impact will continue beyond the initial forecast period. This could include either a quantification of the fiscal impact or an explanation of the long-term fiscal considerations.

(c) Section 3 – Effect on Other Departments

This section indicates whether the estimated fiscal impact will affect other departments within the County.

(d) Section 4 – Benefit Analysis

This section describes the benefit derived from the project/service that created the fiscal impact.

(e) Section 5 – Assumptions

This section explains the assumptions and methodology used to develop the estimate. Explanations should be clear, transparent, reasonable, justifiable, documented, and easily understood by readers.

(f) Section 5 – References and Sources

This section identifies staff and departments, and other entities, supplying information used to complete the Budget Amendment Form.

B. BUDGET AMENDMENT FORM PREPARATION

Budget Amendment Forms are to be initially prepared by the department requesting the change. Financial Services is available to assist departments with the preparation of the form. All forms shall be reviewed and approved by Financial Services for accuracy, objectivity, completeness, and format before submission to the County Board. Budget Amendment Forms prepared on behalf of Financial Services will be reviewed by the County Administrator for accuracy, objectivity, completeness, and format before submission to the County Board.

XV. BUDGET POLICY ADOPTION

The County's Budget Policy shall be adopted by resolution of the County Board. The policy shall be reviewed on a biennial basis by the Budget Committee and any modifications made thereto must be approved by the County Board.

2019 Budget Calendar

DATES	TASK	RESPONSIBILITY
May 14 th	Provide 2019 capital improvement plan packets to departments.	Admin./Financial Services/Depts.
May 14 th - June 18 th	Department CIP preparation (4 weeks).	Departments
June 18 th	Department deadline to submit 2019 CIP requests.	Departments
June 18 th - July 23 rd	Department operating budget preparation and entry into MUNIS (5 weeks)	Departments
June 25 th	CIP Advisory Committee review submissions, discuss funding and coordinate meetings with departments for additional information.	CIP Advisory Committee
July 16 th	CIP requests presented to the Senior Management Team.	CIP Advisory Committee/Senior Management Team
August 3 rd	Operating Budget and CIP submissions presented to the Budget Committee.	Budget and Finance Committee
August - September	Work with departments / Committees to complete the preliminary budget.	Admin./Financial Services/Depts.
September 27 th (Tue.) (September 29 th Last day to certify)	County Board to certify 2019 preliminary tax levy and adopt preliminary operating budget	Board of Commissioners
October - November	Work with departments to finalize the 2019 Operating budget.	Admin./Financial Services/Depts.
December 11 th	Capital and Operating Budget public hearing / budget and levy required meeting	Board of Commissioners
December 11 th (December 26 th Last day to certify)	Certify 2019 final levy and operating / capital budgets	Board of Commissioners



ENTERPRISE RISK MANAGEMENT POLICY

CROW WING COUNTY BRainerd, MINNESOTA

**Adopted by County Board
November 12, 2013
Amended October 24, 2017**

Our Vision: Being Minnesota's favorite place.
Our Mission: Serve well. Deliver value. Drive results.
Our Values: Be responsible. Treat people right. Build a better future.

ENTERPRISE RISK MANAGEMENT POLICY

TABLE OF CONTENTS

SECTION DESCRIPTION

- I. Enterprise Risk Management Policy Statement of Purpose
- II. Scope
- III. Definition of Risk and Governance
- IV. Attitude Towards Risk
- V. Risk-Aware Culture and Control Environment
- VI. Architecture of Risk Management
 - A. Hazard Risk
 - B. Financial Risk
 - C. Operational Risk
 - D. Strategic Risk
- VII. Enterprise Risk Management Policy Adoption

I. ENTERPRISE RISK MANAGEMENT POLICY STATEMENT OF PURPOSE

The purpose of this policy is to guide the County in analyzing exposures to hazard risk, financial risk, operational risk, and strategic risk, and mitigating such risks where possible.

II. SCOPE

This policy is applicable County-wide.

III. DEFINITION OF RISK AND GOVERNANCE

Enterprise Risk Management (ERM) differs from traditional risk management in that it expands beyond examination of hazard risk (fire, theft, accidents, weather conditions, etc.).

For purpose of this policy, risk is defined as: *An uncertain event or set of events that, should it occur, will have an effect on the achievement of objectives. A risk is measured in terms of a combination of the likelihood of a perceived threat or the opportunity occurring and the magnitude of its impact on objectives.*

Within the ERM process the County views four threats of utmost importance – reputation damage, financial loss, disruption to services, and missing opportunities to advance the well-being of the area.

The County recognizes and accepts its legal responsibility to manage its risks effectively and has adopted a proactive approach to well thought-through risk taking. The effective management of risk is therefore at the heart of the County Board’s approach to delivering cost effective and valued services to the public as well as sound governance.

IV. ATTITUDE TOWARDS RISK

The County recognizes that all organizations face risk, and that well-managed risk taking should be recognized by all managers and staff within the County as being fundamentally important to effective service delivery, maximizing opportunities for innovation in service development, and adapting to change.

V. RISK-AWARE CULTURE AND CONTROL ENVIRONMENT

The County strives to be risk aware, not risk averse. The County will integrate risk management into its Long-Term Financial Planning process. The results of this process will be integrated with traditional risk management mechanisms (i.e., purchase of insurance). The County’s Internal Control Policy focuses on risk assessment and management over financial and physical resources of the County.

VI. ARCHITECTURE OF RISK MANAGEMENT

A. HAZARD RISK

Analysis of hazard risk in combination with value of County property shall guide the County in the purchase of insurance. Protection of County assets is a primary goal of the County's approach to risk management. The County desires to protect itself against the financial consequences of accidental losses, which are catastrophic in nature, and to preserve County assets and public service capabilities from destruction or depletion. Changes in insurance providers and material changes in coverage levels or deductibles shall be approved by the County Board. Responsibility for maintaining adequate insurance coverage lies with Financial Services.

Risk management activities will be undertaken in the most efficient manner, recognizing that not all risks are avoidable, and that certain cost/benefit analysis may be required to ensure the County is maximizing value while maintaining adequate safeguarding of assets.

The County has also developed the following plans, manuals, and policies to aid in the reduction of hazard risk: Hazard Mitigation Plan, Emergency Procedures Manual, Crow Wing County Safety Manual, Facilities Safety Manual, Highway Safety Manual, and Lockout/Tagout Policy & Procedures. These manuals will be reviewed at least annually by the department/individual responsible for their issuance.

B. FINANCIAL RISK

The County's primary financial risks are losses from changes in financial markets and labor costs.

To mitigate the risk of investment loss, the County Board has approved the County's Investment Policy, which restricts the County's investments in risky ventures. The primary focus of the Investment Policy is safety, followed by liquidity and yield. As documented in the Investment Policy, the County follows Minnesota statutes for investing.

Labor costs risks are mitigated by an extensive wage survey completed a minimum of every three years by Financial Services and the Human Resources Department. Surveys are conducted locally as well as statewide for specific positions within the County. Job descriptions are reviewed and considered in relation to other entities and placed on a wage grid. The wage grid is calibrated to reflect external market norms, for internal equity among classes of employees, and for gender equity under the guidelines established by the State of Minnesota for political subdivisions.

C. OPERATIONAL RISK

The County desires to reduce operational risk (i.e., inability to perform operations, constituent satisfaction, fraud, technology security, obsolescence, etc.) to the extent economically feasible. The County has taken the following approaches to mitigate this risk:

- (1) The County has devised a Hazard Mitigation Plan and an Emergency Operations Plan (EOP) to ensure continued operations in the event of a disaster, natural or other. These disaster plans are reviewed at least annually by the County Administrator, IT Director, and Emergency Management Director, and modified if necessary.
- (2) The County conducts “customer satisfaction surveys” throughout the year to monitor constituent satisfaction.
- (3) The County’s Internal Control Policy documents an internal audit function designed to help reduce the risk of fraud (reviewed annually); in addition, the County is audited annually by an external independent auditor.
- (4) The County maintains an Information Systems Policy to guide employees in the safe use of technology. This policy is reviewed at least annually by the Information Technology Department, and modified if necessary.

D. STRATEGIC RISK

The County has identified the following strategic risks:

- (1) Changes in the economy,
- (2) Damage to the government’s reputation, and
- (3) Changes in constituent preferences and attitudes.

The County cannot control economic changes or changes in the desires of constituents, but the County can attempt to mitigate these risks as part of the County’s Long-Term Financial Plan (LTFP). The Long-Term Financial Planning Policy directs the County to consider the affordability and impact of current and anticipated services, projects, obligations, and investments.

In order to reduce the County’s exposure to reputational damage, all elected and appointed positions, as well as all other County employees, are expected to abide by the County’s Personnel Manual, which includes a section specifically on Ethics and Conflicts of Interest.

VII. ENTERPRISE RISK MANAGEMENT POLICY ADOPTION

The County’s Enterprise Risk Management Policy shall be adopted by resolution of the County Board. The policy shall be reviewed on a biennial basis by the Budget Committee and any modifications made thereto must be approved by the County Board.



FUND BALANCE POLICY

CROW WING COUNTY BRainerd, MINNESOTA

**Adopted by County Board
July 9, 2013
Amended October 24, 2017**

Our Vision: Being Minnesota's favorite place.
Our Mission: Serve well. Deliver value. Drive results.
Our Values: Be responsible. Treat people right. Build a better future.

FUND BALANCE POLICY

TABLE OF CONTENTS

SECTION DESCRIPTION

- I. Fund Balance Policy Statement of Purpose
- II. Scope
- III. Funding Flow Assumption
- IV. Reserve Target Levels
 - A. General Fund
 - B. Special Revenue Funds
 - 1. Community Services Special Revenue Fund
 - 2. Highway Special Revenue Fund
 - C. Capital Projects Fund
- V. Funding the Target Amount
- VI. Authority Over Reserves
- VII. Replenishment of Reserves
- VIII. Excess Reserves
 - A. General Fund
 - B. Special Revenue Funds
 - 1. Community Services Special Revenue Fund
 - 2. Highway Special Revenue Fund
 - C. Capital Projects Fund
- IX. Periodic Review of Targets
- X. Specific Fund Balance Classifications
 - A. Debt Service Fund Working Capital
 - B. Capital Project Fund
 - C. Permanent Fund
- XI. Fund Balance Policy Adoption

I. FUND BALANCE POLICY STATEMENT OF PURPOSE

The purpose of this policy is to provide the basis for a stable financial environment for the County's operations that allows the County to provide quality services to its residents in a fiscally responsible manner designed to keep services and taxes as consistent as possible over time. This policy is meant to serve as the framework upon which consistent operations may be built and sustained.

II. SCOPE

This Fund Balance Policy applies to all governmental-type funds of the County, except where noted otherwise.

III. FUNDING FLOW ASSUMPTION

The County considers restricted amounts to be spent before unrestricted fund balance when an expenditure is incurred for purposes for which both restricted and unrestricted (Committed, Assigned, Unassigned) amounts are available. Similarly, within unrestricted fund balance, the Committed, Assigned, and Unassigned amounts will be spent in that order when expenditures are incurred for a purpose for which amounts in any of those unrestricted fund balance classifications could be used.

IV. RESERVE TARGET LEVELS

The Office of the State Auditor of Minnesota recommends local governments that rely significantly on property taxes maintain an unrestricted fund balance of approximately 35-50% of fund operating revenues or no less than five months of operating expenditures in their general fund and special revenue funds.

A. GENERAL FUND

At the end of each fiscal year, the County will maintain an Unassigned portion of fund balance in a range equal to 35-50% of the General Fund operating expenditures for the next year. In addition to working capital needs this accommodates emergency contingency concerns. This reserve will mitigate risks from unpredictable revenue shortages and uncontrollable costs.

B. SPECIAL REVENUE FUNDS

1. COMMUNITY SERVICES SPECIAL REVENUE FUND

At the end of each fiscal year, the County's Community Services Fund will maintain an Assigned portion of fund balance for working capital in a range equal to 20-30% of the subsequent year's budgeted expenditures.

2. HIGHWAY SPECIAL REVENUE FUND

At the end of each fiscal year, the Highway Fund will maintain an Assigned portion of fund balance for working capital in a range equal to 12-20% of the subsequent year's budgeted expenditures, excluding local option sales tax; however, the minimum fund balance shall not be below two million dollars

C. CAPITAL PROJECTS FUND

At the end of each fiscal year, the Capital Projects Fund will maintain an Assigned portion of fund balance of at least \$2.2 million. This will allow the County to have funds immediately available for capital improvements in the event County Program Aid is suddenly reduced or eliminated.

In the event that the minimum fund balance levels of the General, Community Services, Highway, or Capital Projects Funds fall above or below the desired range, the Finance Director shall report such amounts to the County Administrator and the County Board as soon as practical after the end of the fiscal year.

V. FUNDING THE TARGET AMOUNT

Funding of reserve targets will generally come from excess revenues over expenditures or one-time revenues.

VI. AUTHORITY OVER RESERVES

Use of reserves for a special circumstance or emergency situation requires approval of the County Board. Use of reserves as part of a budgeted expenditure requires County Board approval as part of the annual budgeting process.

VII. REPLENISHMENT OF RESERVES

Should the actual amount of reserves fall below the targeted range, the County shall create a plan to restore balances to the appropriate levels.

VIII. EXCESS RESERVES

A. GENERAL FUND

Should the actual amount of reserves rise above the targeted range, any excess funds will remain Unassigned pending the County Board's final decision concerning transfer to another fund or additional General Fund Commitments.

Excess fund balance dollars shall be used in the following financially prudent ways:

- (1) Restore fund balances to minimum approved levels in Special Revenue funds;
- (2) Capital and technology improvements in the Capital Project Fund;

- (3) Additional Highway infrastructure projects in the Highway Fund;
- (4) Pre-funding or buying down of long-term liabilities;
- (5) Debt retirement/refunding;
- (6) Cost avoidance projects and productivity enhancement projects (one-time projects);
- (7) Litigation;
- (8) Local match for grant involving multiple departments;
- (9) Other one-time or short-term purposes deemed to be fiscally prudent for the County.

B. SPECIAL REVENUE FUNDS

1. COMMUNITY SERVICES SPECIAL REVENUE FUND

Should the actual amount needed for working capital rise above the target range, any excess will automatically be transferred to the General Fund during the year-end close process and classified as Unassigned. Additionally, transfer in and transfer out corresponding budget adjustments will be made by Financial Services. The transferred funds will remain in the General Fund pending recommendations and final County Board action concerning reallocation and use of the fund balance resources.

2. HIGHWAY SPECIAL REVENUE FUND

Due to the cyclical nature of highway expenditures, working capital ranges may vary year to year. At the end of the fiscal year, the Finance Director and the County Engineer will assess the Highway Fund's fund balance in relation to spending intentions identified in the Highway Improvements Plan (HIP). If necessary, the Finance Director may recommend a transfer to another fund based on this analysis. Such transfers will be approved by the County Administrator.

Transfer in and transfer out corresponding budget adjustments will be made by Financial Services. The transferred funds will remain where transferred pending recommendations and final County Board action concerning reallocation and use of the fund balance resources.

C. CAPITAL PROJECTS FUND

Should the amount of reserves rise above the amount needed for subsequent year projects and Assigned fund balance target levels, the County shall advance future projects as identified in the Capital Improvements Plan, and as authorized by the County Board. Alternatively, the County Board may elect to expend funds under the financially prudent methods identified in VIII.A.

IX. PERIODIC REVIEW OF TARGETS

During the biennial review and renewal of this policy, the Budget Committee, with assistance from Financial Services as necessary, shall evaluate the target reserve levels set forth in this policy. Amendments may be made by approval of the County Board.

X. SPECIFIC FUND BALANCE CLASSIFICATIONS

The County shall report all fund balance classifications in accordance with GASB Statements. In addition, the County will report certain funds as follows:

A. DEBT SERVICE FUND WORKING CAPITAL

At the end of each fiscal year, the portion of Debt Service Fund fund balance that is allocated to pay the next upcoming principal and interest payments will be classified as Restricted, per bond covenants, and the remainder will be reported as Assigned. However, when bonds/notes are fully retired, any remaining fund balance related to the bond issuance will be transferred to the General Fund.

B. CAPITAL PROJECT FUND

At the end of each fiscal year, the County will report Assigned fund balance in the Capital Project Fund for future capital projects according to the County's Capital Improvements Plan (CIP).

C. PERMANENT FUND

The Environmental Trust Fund shall report the Environmental Trust Corpus as Non-spendable fund balance pursuant to Minn. Stat. § 373.475. Interest accrued on this amount shall be reported as Restricted for Environmental Uses.

XI. FUND BALANCE POLICY ADOPTION

The County's Fund Balance Policy shall be adopted by resolution of the County Board. The policy shall be reviewed on a biennial basis by the Budget Committee and any modifications made thereto must be approved by the County Board.



INVESTMENT POLICY

CROW WING COUNTY BRAINERD, MINNESOTA

**Adopted by County Board
July 9, 2013
Amended August 22, 2017**

Our Vision: Being Minnesota's favorite place.
Our Mission: Serve well. Deliver value. Drive results.
Our Values: Be responsible. Treat people right. Build a better future.

INVESTMENT POLICY

TABLE OF CONTENTS

SECTION DESCRIPTION

- I. Investment Policy Statement of Purpose
- II. Scope
- III. Objectives
 - A. Safety
 - B. Liquidity
 - C. Yield
- IV. Standards of Care
 - A. Authority to Invest
 - B. Budget Committee
 - C. Conflicts of Interest and Ethics
 - D. Prudence
- V. Investment Portfolio
 - A. Authorized Investments
 - B. Diversification
 - C. Maturities
- VI. Safekeeping and Custody
 - A. Eligible Institutions
 - B. Investment Advisors
 - C. Collateral
 - D. Safekeeping
 - E. Internal Control
- VII. Reporting
 - A. Frequency and Format
 - B. Performance Targets
- VIII. Investment Policy Adoption

I. INVESTMENT POLICY STATEMENT OF PURPOSE

This policy has been developed to serve as a reference point for the management of County assets and the investment of County funds.

II. SCOPE

This Investment Policy applies to all financial assets of the County. All cash and investments are pooled together, except for certain restricted funds, to achieve economies of scale for each entity. These funds are accounted for in the Comprehensive Annual Financial Report (CAFR) and include all County Funds.

III. OBJECTIVES

It is the policy of the County to invest public funds in a manner which provides for the following in order of importance: **Safety**, **Liquidity**, and **Yield**, that conforms to all federal, state and local regulations governing the investment of public funds. All investments purchased by the County are expected to be held until maturity. The County will invest in securities that match the County's operational, short-term and longer term core reserve needs.

A. SAFETY

Investments of the County shall be undertaken in a manner that seeks to ensure the preservation of principal in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

B. LIQUIDITY

The County's investment portfolio will remain sufficiently liquid to enable the County to meet all operating requirements as reasonably anticipated. The portfolio will be structured so that the liquid component, a minimum of five percent of total investments, of the portfolio will be invested only in short-term securities maturing in less than thirty days. Furthermore, a portion of the portfolio may be placed in money market mutual funds or local government investment pools which offer same day liquidity for short-term funds.

C. YIELD

The County's investment portfolio shall be designed with the objective of attaining a market rate of return. The core of investments is limited to low-risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall generally be held until maturity with the following exceptions:

- A security with declining credit may be sold early to minimize loss of principal.
- A security swap would improve the quality, yield, or target duration in the portfolio.
- Liquidity needs of the portfolio require that the security be sold.

IV. STANDARDS OF CARE

The investment program shall be operated in conformance with federal, state, and other legal requirements. Authority to manage the County's investment program is derived from Minn. Stat. § 118A, Deposit and Investment of Local Public Funds.

A. AUTHORITY TO INVEST

Responsibility for the investment program is hereby delegated from the County Board to the County Administrative Services Director. Authority to conduct actual investment transactions may be delegated to the County Administrative Services Director's designee within the Financial Services Division of Administrative Services, who shall act in accordance with procedures as established with this investment policy.

No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Finance Director. The Finance Director shall be responsible for all investment transactions and shall establish a system of controls to regulate the activities of subordinates.

B. BUDGET COMMITTEE

The Budget Committee shall meet semi-annually or as needed to review the performance of investments and review the investment strategy.

C. CONFLICTS OF INTEREST AND ETHICS

The County Board, County Administrative Services Director, Finance Director, and Financial Services staff involved in the investment process shall refrain from conducting personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

D. PRUDENCE

Investments shall be made with judgment and care under circumstances existing at the time the investment is made. The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. The prudent person standard requires that a fiduciary exercise discretion and average intelligence in making investments that would be generally acceptable as sound. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal liability for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse situations.

V. INVESTMENT PORTFOLIO

A. AUTHORIZED INVESTMENTS

Crow Wing County manages dollars that are set aside as part of the County's Environmental Trust Fund. Specific to these funds, the County will abide by Minnesota State Statute § 373.475. This sub-account of funds will only invest in United States Government Securities that will be purchased at or below Par value.

Based on the investment objectives as defined in section III of this policy, and in accordance with Minn. Stat. § 118A, the County will limit its investments to the following types of securities:

- (1) Savings/demand deposits
- (2) Certificates of deposit (CDs)
- (3) U.S. Treasury obligations
- (4) U.S. Agency securities
 - a. Federal Home Loan Bank System (FHLB)
 - b. Federal Home Loan Mortgage Corporation (FHLMC)
 - c. Federal Farm Credit Bureau (FFCB)
 - d. Federal National Mortgage Association (FNMA)

The County is also authorized under Minn. Stat. § 118A to enter into Securities Lending Agreements. Securities lending transactions may be entered into with entities meeting the qualifications and the collateral for such transactions shall be restricted to the securities described in Minn. Stat. § 118A. Any future security lending contract would be subject to County Board approval.

B. DIVERSIFICATION

The County will substantially reduce the risk of loss resulting from the over-concentration of assets in a specific maturity, issuer, institution, or class of securities.

Diversification strategies will be implemented with the following constraints:

ISSUER TYPE	MAXIMUM % OF TOTAL PORTFOLIO ²
Savings/demand deposits ¹	50%
Certificates of Deposit	75%
U.S. Treasury Obligations	100%
U.S. Agency Securities	100%
Municipal Securities	100%
Per Issuer:	10%

¹The savings/demand deposits held by the County will fluctuate significantly as a result of property tax collection and settlement. Ideally, the County will hold not more than 20% of its “core investments” in savings/demand deposits, and will ensure a minimum of \$5,000,000 is readily available.

²Due to fluctuations in the value of the portfolio, maximum percentages for a particular issuer or investment type may be exceeded at a point in time subsequent to the purchase or maturity of a particular security. Securities need not be liquidated to realign the portfolio; however, consideration should be given to this matter when future purchases are made.

Interest rate risk: the risk that changes in the market interest rates will adversely affect the fair value of an investment. To minimize the County’s exposure to interest rate risk, the County will

- Invest in both shorter-term and longer-term investments; and
- Evenly time cash flows from maturities; and
- Monitor the expected mark-to-market adjustment if interest rates increase by 100-200 Basis Points.

C. MATURITIES

The County shall structure the maturity of investments as follows:

- (1) Funds will be invested to a maximum weighted average life method of ten years, and
- (2) Maturities will be diversified to avoid undue concentration of assets in a specific sector.

To best manage investment risks, the County retains the ability to sell securities as needed to manage pre-determined target levels.

VI. SAFEKEEPING AND CUSTODY

A. ELIGIBLE INSTITUTIONS

Financial Services will maintain a list of financial institutions authorized to provide investment services. Public deposit shall be made in a qualified public depository as established by state laws.

Financial service providers who desire to become qualified bidders for investment transactions must supply Financial Services with the following upon request:

- (1) Audited Financial Statements
- (2) Completed Broker/Dealer Certificate
- (3) Certification of Having Read County’s Investment Policy
- (4) Depository Contracts
- (5) Credit Report

- (6) Proof of FINRA (Financial Industry Regulatory Authority) Membership
- (7) Proof of State Registration
- (8) Evidence of Adequate Insurance Coverage

B. INVESTMENT ADVISORS

The County may enter into contracts with third-party investment advisory firms when their services are deemed to be beneficial to the County. The advisor must comply with this Investment Policy and may have authority to transact investments on behalf of the County. The advisor may act on a discretionary basis if they are hired to provide transactional services on behalf of the County.

C. COLLATERAL

In accordance with Minn. Stat. § 118A, the total amount of the collateral computed at its market value shall be at least ten percent more than the amount on deposit at the close of the financial institution's banking day, except that where the collateral is irrevocable standby letters of credit issued by Federal Home Loan Banks, the amount of collateral shall be at least equal to the amount on deposit at the close of the financial institution's banking day. The financial institution may furnish both a surety bond and collateral aggregating the required amount.

Collateralization will be required on the following types of investments:

- (1) Certificates of Deposit
- (2) Demand Deposits

Collateral is limited to securities allowable pursuant to Minn. Stat. § 118A.03.

For cash deposits on hand, collateralization shall be in the form of specific securities with an active secondary market for the County held by an independent third party. The only exceptions are Federal Depository Insurance Corporation (FDIC), Securities Investor Protection Corporation (SIPC) and pre-approved insurance coverage.

D. SAFEKEEPING

Securities purchased shall be held in a segregated account for the County's benefit at a third party trustee as safekeeping agent in accordance with Minn. Stat. § 118A.06. The investment dealer or bank in which the security is purchased shall issue a confirmation ticket to the County listing the specific instrument, issuer, coupon, maturity, CUSIP number, purchase or sale price, transaction date, and other pertinent information. The financial service provider which executes the transaction on the County's behalf shall deliver all securities on a delivery versus payment method (DVP) to the designated third party.

The County's ownership of all securities should be evidenced by written acknowledgments identifying the securities by:

- (1) The names of issuers
- (2) The maturity dates
- (3) The interest rates
- (4) Any serial numbers or other distinguishing marks

E. INTERNAL CONTROL

Financial Services is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the County are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments.

The County will engage an external auditor for an annual independent review to assure compliance with policies and procedures.

VII. REPORTING

A. FREQUENCY AND FORMAT

Financial Services is charged with the responsibility of preparing a periodic investment report, including a management summary that provides an analysis of the status of the current investment portfolio and the individual transactions executed over the last period in the County's financial reports. Reports will include listing of individual securities held at the end of the reporting period, name of broker agent, listing of investments by maturity date, yield, percentage of the total portfolio which each type of investment represents, gains or losses mark to market of all securities and other information as requested by the Budget Committee.

B. PERFORMANCE TARGETS

The investment portfolio will be designed to obtain a market average rate of return during budgetary and economic cycles, taking into account the County's investment risk constraints and cash flow needs. The County will have at least 98% of its cash funds earning interest or on deposit to reduce bank fees. The investment portfolio will be structured to meet specific criteria addressing safety, liquidity and yield.

The County's investment strategy is conservative. The Budget Committee, based on appropriate current indexes and yields reported by similar entities with similar restrictions on investments, will review whether market yields are being achieved.

VIII. INVESTMENT POLICY ADOPTION

The County's Investment Policy shall be adopted by resolution of the County Board. The policy shall be reviewed on a biennial basis by the Budget Committee and any modifications made thereto must be approved by the County Board.



LONG-TERM FINANCIAL PLANNING POLICY

CROW WING COUNTY BRAINERD, MINNESOTA

Adopted by County Board
August 13, 2013
Amended August 22, 2017

Our Vision: Being Minnesota's favorite place.
Our Mission: Serve well. Deliver value. Drive results.
Our Values: Be responsible. Treat people right. Build a better future.

LONG-TERM FINANCIAL PLANNING POLICY

TABLE OF CONTENTS

SECTION DESCRIPTION

- I. Long-Term Financial Planning Policy Statement of Purpose
- II. Scope
- III. Long-Term Financial Plan
 - A. Commitment to Long-Term Financial Planning
 - B. Scope of the Plan
 - 1. Comprehensive Analysis
 - 2. Solution-Oriented
 - C. Non-Current Liabilities
- IV. Long-Term Financial Planning Policy Adoption

I. LONG-TERM FINANCIAL PLANNING POLICY STATEMENT OF PURPOSE

The purpose of this policy is to ensure the County's on-going financial sustainability beyond a single fiscal year budget cycle in light of the County's long-term service vision and objectives. Financial sustainability is defined as the County's long-term financial performance and positioning, where planned long-term service and infrastructure levels and standards are met without unplanned increases in rates or disruptive cuts to services. This policy is intended to describe particular elements or aspects of such long-term planning programs within the County and to memorialize this financial practice into a formal policy.

II. SCOPE

This policy is applicable County-wide.

III. LONG-TERM FINANCIAL PLAN

The County will maintain long-term fiscal solvency by identifying significant future expenses, liabilities, problems and resources that are not included or recognized in the annual budget.

A. COMMITMENT TO LONG-TERM FINANCIAL PLANNING

The Long-Term Financial Plan (LTFP) process evaluates known internal and external issues impacting the County's financial condition. Such issues are identified, presented, and mitigated when and where possible. The process begins by identifying critical areas which have, or are expected to have, an impact on the financial condition of the County over the next three years. Once the issues are identified, specific goals and objectives are developed for each structural deficiency. The LTFP is a constantly changing and moving document which will be routinely updated and presented on a rolling basis. The LTFP will be completed prior to the start of the budget process, and is intended to help the County achieve the following:

- (1) Ensure the County can attain and maintain financial sustainability;
- (2) Ensure the County has sufficient long-term information to guide financial decisions;
- (3) Ensure the County has sufficient resources to provide programs and services for citizens;
- (4) Ensure potential risks to on-going operations are identified in the long-term financial planning process and communicated on a regular basis; and
- (5) Identify changes in expenditures or revenue structures needed to deliver services or to meet the goals adopted by the County Board.
- (6) Recognize that the County may need to adapt after consideration of outside forces and changing economic conditions.

B. SCOPE OF THE PLAN

1. COMPREHENSIVE ANALYSIS

The LTFP will provide meaningful analysis of key trends and conditions, including, but not limited to, the following:

- a. Analysis of the affordability of current services, projects, and obligations:
 - An analysis of the County's environment in order to anticipate changes that could impact the County's services or financial objectives.
 - Revenue and expenditure projections, including the financial sustainability of current service levels over a multi-year period.
 - The affordability of current debt relative to affordability ratios prescribed by County policy or State law.
 - The affordability of maintaining and replacing the County's current capital assets (e.g., buildings, infrastructure).
 - The ability to maintain reserves within the target ranges prescribed by County policy over a multi-year period.
 - The impact of non-current liabilities on the County's financial position.
- b. Analysis of the affordability of anticipated service expansions or investments in new assets:
 - The operating costs of any new initiatives, projects, or expansion of services where funding has been identified through alternative sources or adopted or approved by the County Board through other actions. Service delivery of administrative services and functions shall be included to the extent needed proportionately with the expansion of other services.
 - The affordability of the County's long-term Capital Improvements Plan (CIP), including operating and maintenance costs for new assets.
 - The affordability of other master plans that call for significant financial investment by the County.
- c. Synthesis of the above to present the County's financial position:
 - A clear presentation of the resources needed to accomplish the capital improvements identified in the County's CIP and to maintain existing capital assets.
 - A clear presentation of the resources needed to maintain existing services at their present level in addition to the expansion of services as may have been identified through the analysis described above.
 - Identification of the imbalances between the County's current direction and the conditions needed for continued financial health.

2. SOLUTION-ORIENTED

The LTFP will identify issues that may challenge the continued financial health of the County, and the plan will identify possible solutions to those challenges. Planning decisions shall be made primarily from a long-term perspective, and structural balance is the overarching goal of the planning process.

C. NON-CURRENT LIABILITIES

The LTFP will address strategies for ensuring that the County's long-term liabilities remain affordable. The County Board supports efforts to ensure that critical long-term liabilities like debt service, asset maintenance, pensions, and other post-employment benefits remain affordable.

IV. LONG-TERM FINANCIAL PLANNING POLICY ADOPTION

The County's Long-Term Financial Planning Policy shall be adopted by resolution of the County Board. The policy shall be reviewed on a biennial basis by the Budget Committee and any modifications made thereto must be approved by the County Board.



REVENUE POLICY

CROW WING COUNTY BRainerd, MINNESOTA

Adopted by County Board
November 12, 2013
Amended August 22, 2017

Our Vision: Being Minnesota's favorite place.

Our Mission: Serve well. Deliver value. Drive results.

Our Values: Be responsible. Treat people right. Build a better future.

REVENUE POLICY

TABLE OF CONTENTS

SECTION DESCRIPTION

- I. Revenue Policy Statement of Purpose
- II. Scope
- III. Revenue Goals
 - A. Diversification and Stabilization
 - B. Equity
 - C. Collections
- IV. Non-Recurring and Volatile Revenues
 - A. Use of One-Time Revenues
 - B. Use of Volatile Revenues
- V. New Revenues and Changes to Revenues
- VI. Estimates of Revenues
 - A. Forecasting Philosophy
 - B. Multi-Year Forecasts
- VII. Earmarking
- VIII. Property Taxes
- IX. Grants
- X. User Fees
 - A. Goals of User Fees
 - B. Cost Recovery
 - 1. Cost Recovery Levels
 - a. Factors Favoring Low Cost Recovery Levels
 - b. Factors Favoring High Cost Recovery Levels
 - 2. Low Cost Recovery Services
 - 3. High Cost Recovery Services
 - 4. Comparability With Other Counties
 - C. Review of Fees
- XI. Contracted Services
- XII. Revenue Recognition
- XIII. Revenue Policy Adoption

I. REVENUE POLICY STATEMENT OF PURPOSE

The objective of this policy is to provide guidelines for revenue goals and estimates, and to guide the County in the administration of user fees.

II. SCOPE

This Revenue Policy applies to all revenues collected by the County unless otherwise stated.

III. REVENUE GOALS

A. DIVERSIFICATION AND STABILIZATION

The County will maintain a stable and diverse revenue system to shelter programs and services from short-term fluctuations in any single revenue source.

B. EQUITY

Funding is derived from a fair, equitable, and adequate resource base, while minimizing tax differential burdens. Services having a County-wide benefit shall be financed with revenue sources generated from a broad base, such as property taxes and state aids. Services where the customer determines the use shall be financed with user fees, charges, and assessments related to the level of service provided to the individual in relation to the generalized benefit to society as a whole.

C. COLLECTIONS

The County will monitor all taxes for timely and accurate collections. The annual level of uncollected property taxes will generally not exceed three percent within the fiscal year of the levy.

IV. NON-RECURRING AND VOLATILE REVENUES

A. USE OF ONE-TIME REVENUES

One-time (non-recurring) revenues should be used only for one-time expenditures and not for ongoing expenditures, as they cannot be relied upon in future budget years. Appropriate uses of one-time revenues include early debt retirement, highway infrastructure, capital expenditures that will reduce operating costs, information technology projects that will improve efficiency, and special projects that will not incur on-going operating costs.

B. USE OF VOLATILE REVENUES

The County recognizes that certain annual revenues vary greatly in amount, such as interest earnings. It is not prudent to rely on interest revenues to fund operations. At a minimum, any interest earnings that exceed the average annual earnings over the last five years should be used for one-time expenditures or to increase reserves. Other volatile revenues shall be managed in a similar manner.

V. NEW REVENUES AND CHANGES TO REVENUES

The County shall seek means to expand its revenue portfolio to decrease reliance on traditional revenues and to relieve financial pressure, either by implementing entirely new revenue sources or making changes to existing ones to increase their yield. When implementing a new revenue source, or changing an existing source, the County will consider the following features:

- (1) Stability of the tax source over its expected life.
- (2) Suitability to the program or purpose it is intended to fund.
- (3) Fair distribution of revenue burden as measured by ability to pay, the benefits received, or the community's definition of the fair share of the revenue burden.
- (4) Acceptability to the community.
- (5) Impact on economic competitiveness relative to other communities.
- (6) The cost of administering a tax or fee in relation to revenues collected.
- (7) Effect on private economic decisions.

VI. ESTIMATES OF REVENUES

A. FORECASTING PHILOSOPHY

In general, the County shall take an *objective* approach in forecasting revenues. In contrast to a *conservative* approach, where revenues are often underestimated, the County shall strive to accurately forecast revenue sources, including likelihood of collection. This process will allow the County to create a balanced budget and provide a full range of services to constituents.

The County is aware, however, that forecasting errors may result in revenue shortfalls. At the beginning of each Long-Term Financial Planning and Budget cycle, the County shall examine revenue forecasting over the previous cycles to determine where adjustments to this approach may need to be made.

B. MULTI-YEAR FORECASTS

To emphasize and facilitate the Long-Term Financial Plan (LTFP) process, the County, as part of the LTFP, will maintain broad projections of revenues for the succeeding three years.

VII. EARMARKING

The County recognizes that generally accepted accounting principles (GAAP) for state and local governments discourage the earmarking of general revenues, and accordingly, the practice of designating general revenues for specific programs should be minimized in the County's management of its fiscal affairs.

Approval of the following revenue distribution policy does not prevent the County Board from directing general resources to other functions and programs as necessary:

- The County recognizes the volatility of County Program Aid, and its unreliability as an offset to operating expenditures. In general, the County shall direct County Program Aid funds towards capital improvements.

VIII. PROPERTY TAXES

The County will maintain sound appraisal procedures to keep property values current. The assessor will value property at market value, as mandated by Minn. Stat. § 273.11. The year-to-year increase of actual revenue from property taxes will be kept as low as practicable.

IX. GRANTS

The County will seek out, apply for, and effectively administer federal, state, and other grants that address the County Board's priorities and policy objectives and provide a positive benefit to the County. Before any new grant above \$50,000 is pursued, staff shall provide a detailed analysis to the County Board that addresses the immediate and long-term costs and benefits to the County. Prior to acceptance of grant funding, an evaluation of the grant must determine the following:

- (1) The grant purpose is compatible with County program objectives.
- (2) The benefits provided by the grant exceed the cost of administration.
- (3) The grant does not commit the County to long-term tax funded expenditures after the completion of the grant period. All such services, programs, or positions funded by the grant shall cease at the end of the grant period unless approved for continuance by the County Board.

X. USER FEES

It is the County Board's policy to set user fees at full cost recovery levels, except where a greater public benefit is demonstrated to the satisfaction of the County Board, when the beneficiary has an inability to pay (i.e., public assistance programs), or when it is not cost effective to do so. A consistent approach to setting user fees is necessary to protect and anticipate these important revenue sources, as well as to ensure that the necessary information is available to enable decisions regarding user fees.

Each good or service provided by the County may be classified into one of four categories. Each category identifies different levels of individual and societal benefits received. User fees are appropriate for goods and services that are classified as either (1), (2), or (3) below. The categories for goods and services are

- (1) *Non tax-supported,*
- (2) *Partially tax-supported,*
- (3) *Licenses, permits, and approvals, and*
- (4) *Fully tax-supported.*

Every service supported by user fees or charges will be analyzed a minimum of every three years to determine the net cost of providing the service. Net cost will be determined by identifying all revenues generated or attributed to the service and subtracting all cost elements (direct and indirect expenditures, capital outlays and other one-time expenditures). The resulting figure will be level of subsidy, which the County Board will use as a basis for determining user fee increases or decreases.

If it is determined that there is a net cost to providing the service, the County Board may raise user fees to achieve full cost recovery, unless it is decided that the subsidy should be maintained. Additional information may be necessary to aid in the decision as to whether or not a service should be subsidized (public benefit, cost-effectiveness, etc.). User fees are only appropriate where the County is willing and able to exclude customers for non-payment in a way that is both legally and administratively feasible, as well as socially desirable.

A. GOALS OF USER FEES

The following general concepts will be used in developing, implementing, or maintaining service charges:

- (1) Revenues should not exceed the reasonable cost of providing the service.
- (2) Cost recovery goals should be based on the total cost of delivering the service, including direct costs, departmental administration costs, and organization-wide support costs such as financial services, human resources, information technology, vehicle maintenance, insurance, etc.
- (3) The method of assessing and collecting fees should be as simple as possible in order to reduce the administrative cost of collection.
- (4) Rate structures should be sensitive to the “market” for similar services as well as to smaller, infrequent users of the service.
- (5) A unified approach should be used in determining cost recovery levels for various programs.

B. COST RECOVERY

1. COST RECOVERY LEVELS

In setting user fees and cost recovery levels, the following factors will be considered:

- (1) Community-wide versus special benefit.
- (2) Service recipient versus service driver.
- (3) Effect of pricing on the demand for services.
- (4) Feasibility of collection and recovery.
- (5) Federal or State mandate.
- (6) Ability of recipients to pay for the cost of the benefit incurred in the delivery of the service

a. FACTORS FAVORING LOW COST RECOVERY LEVELS

Very low cost recovery levels are appropriate under the following circumstances:

- (1) There is *no* intended relationship between the amount paid and the benefit received.
- (2) Collecting fees is not cost-effective or will significantly impact the efficient delivery of the service.
- (3) There is *no* intent to limit the use of the service.
- (4) The service is non-recurring, generally delivered on a “peak demand” or emergency basis, cannot reasonably be planned for on an individual basis, and is not readily available from a private sector source.
- (5) Collecting fees would discourage compliance with regulatory requirements and adherence is primarily self-identified, and as such, failure to comply would not be readily detected by the County.
- (6) An overarching purpose of the program is to benefit a low-income recipient.

b. FACTORS FAVORING HIGH COST RECOVERY LEVELS

The use of service charges as a major source of funding service levels is especially appropriate under the following circumstances:

- (1) The service is similar to services provided through the private sector.
- (2) Other private or public sector alternatives could or do exist for the delivery of the service.
- (3) For equity or demand management purposes, it is intended that there be a direct relationship between the amount paid and the level and cost of the service received.
- (4) The use of the service is specifically discouraged.
- (5) The service is regulatory in nature and voluntary compliance is not expected to be the primary method of detecting failure to meet regulatory requirements.

2. LOW COST RECOVERY SERVICES

Based on criteria set above, the following types of services should have very low cost recovery goals. In selected circumstances, there may be specific activities within the broad scope of services provided that should have user charges associated with them. However, the primary source of funding for the operation as a whole should be general-purpose revenues, not user fees.

- (1) Delivering public safety emergency response services in instances where a bona fide or immediate threat to safety or property exists.
- (2) Maintaining and developing public infrastructure that is provided on a uniform, community-wide basis such as highways, parks and general-purpose buildings.
- (3) Providing social service programs and economic development activities.

3. HIGH COST RECOVERY SERVICES

In areas in which the County Board has elected to charge at a high cost recovery level, the County shall clearly establish and articulate standards for its performance to ensure the external customer is receiving “value for cost.”

4. COMPARABILITY WITH OTHER COUNTIES

In setting user fees, the County will review fees charged by other agencies. Surveying the comparability of the County’s fees to other counties provides useful background information in setting fees for several reasons:

1. They reflect the “market” for these fees and can assist in assessing the reasonableness of the County’s fees.
2. If prudently analyzed, they can serve as a benchmark for how cost-effectively the County provides its services.

However, fee surveys should never be the sole or primary criteria in setting County fees as there are many factors that affect how and why other governments have set their fees at their levels.

C. REVIEW OF FEES

Fees will be reviewed and updated on an ongoing basis to ensure that they keep pace with changes in the cost of living as well as changes in methods or levels of service delivery.

In implementing this goal, a comprehensive analysis of County costs and fees should be made at least every three years. Fees may be adjusted during the interim period based on supplemental analysis whenever there have been significant changes in the method, level, or cost of service delivery. All fees will be approved by the County Board prior to implementation, and reviewed and approved annually as part of the Budget process.

XI. CONTRACTED SERVICES

When contracting to provide services for other organizations or governmental activities, or acting as a fiscal agent for another entity, the County shall establish fees at full cost recovery levels plus a margin. Full cost recovery may include items such as

- (1) Compensation (includes wages, taxes, and fringe benefits),
- (2) Other direct costs, such as supplies and materials,
- (3) Internal indirect service costs (such as Finance, IT, Administration, or Human Resources, depreciation, and debt service),
- (4) Potential for increases in unemployment or worker's compensation costs, and
- (5) Any other known or approximated costs.

This method of charging for services more closely resembles that of the private sector. In doing so, it promotes an equal opportunity between potential public and private service offerings.

An exception to this policy would be where a greater public benefit is demonstrated to the satisfaction of the County Board by lowering the fee. These exceptions may be services of a similar nature as those deemed by the County as "low cost recovery services." The County may choose not to recover all costs, but it should identify such costs. Reasons for not recovering full costs should be identified and explained.

XII. REVENUE RECOGNITION

For governmental-type funds, the County will recognize (record) all revenues received within 60 days after year end (that relate to prior year services) as revenues for the prior fiscal year.

XIII. REVENUE POLICY ADOPTION

The County's Revenue Policy shall be adopted by resolution of the County Board. The policy shall be reviewed on a biennial basis by the Budget Committee and any modifications made thereto must be approved by the County Board.



2019 BUDGET & LEVY SUMMARY

HISTORICAL LEVY AND ESTIMATED MARKET VALUE ANALYSIS

HISTORICAL LEVY SUMMARY

Crow Wing County has been very dedicated in managing the County's property tax levy funding needs over the last ten years.

In the last ten years the County's property tax levy growth has increased by a total of 1.47%, from \$36,221,696 in 2010 to a levy of \$36,753,448 in 2019. This equates to an annual increase of 0.15% per year for this ten year period.

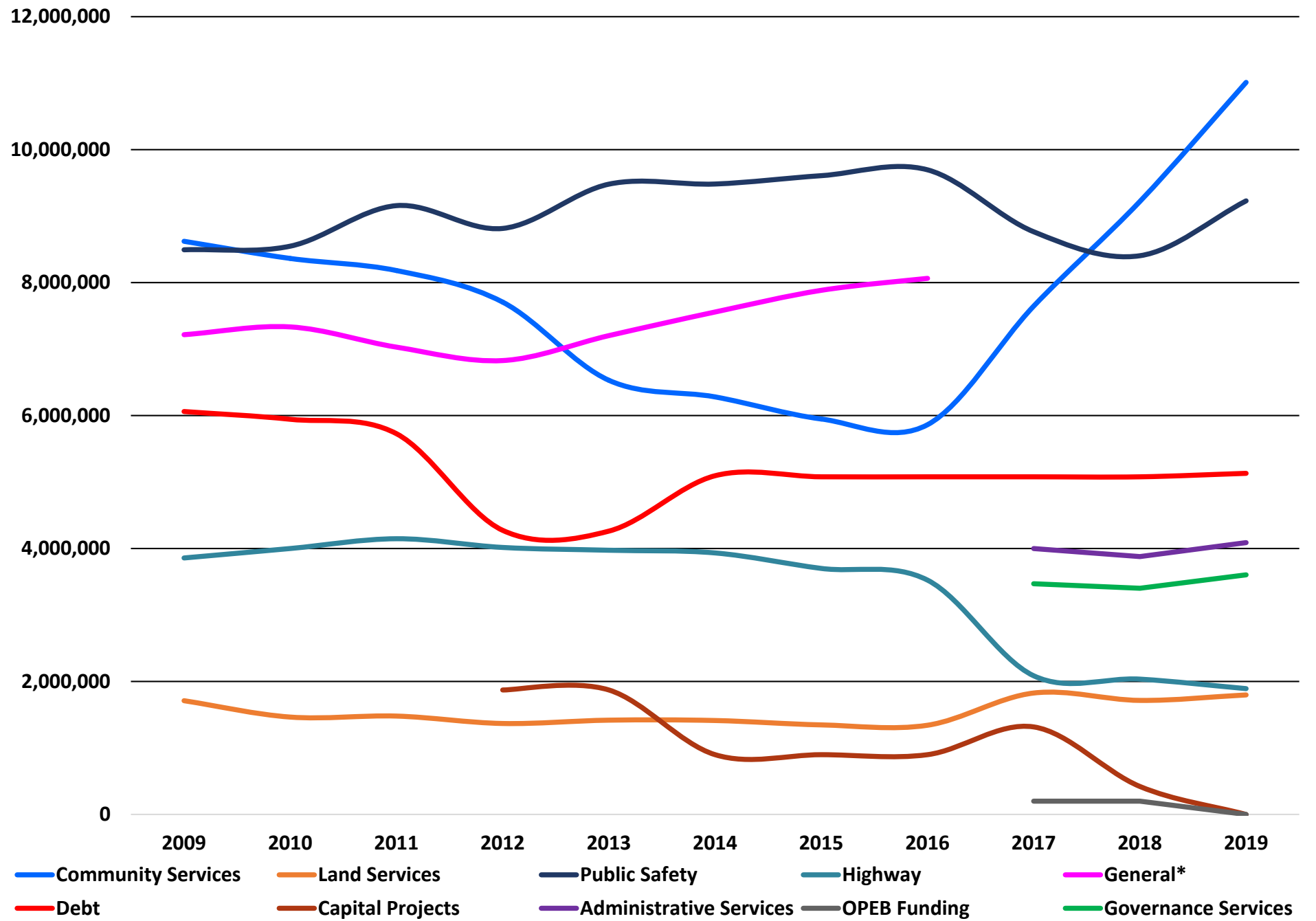
PROPERTY TAX LEVY AMOUNTS AND PERCENTAGE INCREASE/(DECREASE) Last 10 years

Year	Levy	Levy % Inc /(Dec)
2010	36,221,696	2.95%
2011	35,721,696	(1.38%)
2012	34,876,657	(2.37%)
2013	34,737,542	(0.40%)
2014	34,660,859	(0.22%)
2015	34,464,912	(0.57%)
2016	34,426,999	(0.11%)
2017	34,385,687	(0.12%)
2018	34,353,471	(0.09%)
2019	36,753,448	6.99%

HISTORY OF COUNTY LEVY



10 YEAR LEVY HISTORY



ESTIMATED MARKET VALUES

For taxes payable in 2010, property estimated market values started to show a decline. This trend continued through 2014.

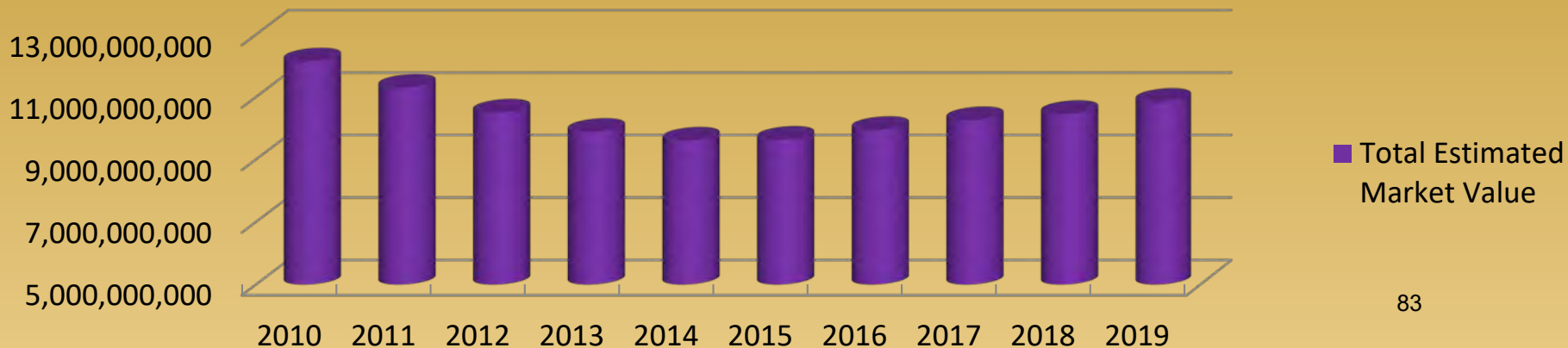
For the years 2015 – 2019, estimated market values are showing an increase which will continue to positively impact the County's tax rate.

The County tax rate in 2018 and 2019 estimated is 31.741% and 32.638%, respectively.

ESTIMATED MARKET VALUE & NEW CONSTRUCTION

Last 10 years actual

Pay Year	Total Estimated Market Value	% Inc/(Dec)	Total New Construction	% Inc/(Dec)	% of New Construction
2010	12,132,192,400	(0.06)	135,995,300	(33.63)	1.12
2011	11,293,750,900	(6.91)	63,876,400	(53.03)	0.57
2012	10,493,562,300	(7.09)	57,131,200	(10.56)	0.54
2013	9,875,320,400	(5.89)	55,626,800	(2.63)	0.56
2014	9,591,770,300	(2.87)	62,872,500	13.03	0.66
2015	9,666,520,900	.78	73,804,700	17.39	0.76
2016	10,008,409,200	3.54	92,856,200	25.81	0.93
2017	10,250,803,400	2.42	98,038,400	5.58	0.96
2018	10,449,832,600	1.94	101,611,100	3.64	0.97
2019	10,840,136,500	3.73	126,668,500	24.66	1.16





**Governance
Services**

**Public Safety
Services**

**Land
Services**

**Administrative
Services**

**Highway
Services**

**Community
Services**

COUNTY SERVICE CENTERS

ORGANIZATIONAL STRUCTURE

Governance Services:

- Commissioners
- Administrator
- Attorney
- Appropriations
- Veteran's Service
- Courts
- Law Library

ORGANIZATIONAL STRUCTURE

Administrative Services:

- Facilities
- Financial Services / Elections
- Information Technology
- Human Resources
- Risk Management
- Extension
- Small Cities Development Program
- Housing & Redevelopment Authority

ORGANIZATIONAL STRUCTURE

Public Safety Services:

- Patrol
- Investigations
- Dispatch / Emergency Management
- Support
- Jail

ORGANIZATIONAL STRUCTURE

Highway Services:

- Administration
- Maintenance
- Construction
- Maintenance Shop

ORGANIZATIONAL STRUCTURE

Community Services:

- Operations
 - Income Maintenance
 - Support Services
 - Child Support
 - Accounting
- Programs
 - Social Services
 - Family Services
 - Adult Services
 - Public Health
- Community Corrections

ORGANIZATIONAL STRUCTURE

Land Services:

- Customer Services
 - Collection of tax
 - Vital Records (Birth, Death, Marriage Certificates)
 - Recording of documents
- Environmental Services
 - Permitting Process
 - Public Land Management
 - Landfill
- Assessing Services
 - Property Valuation
 - Special Tax Programs
 - Tax Calculation

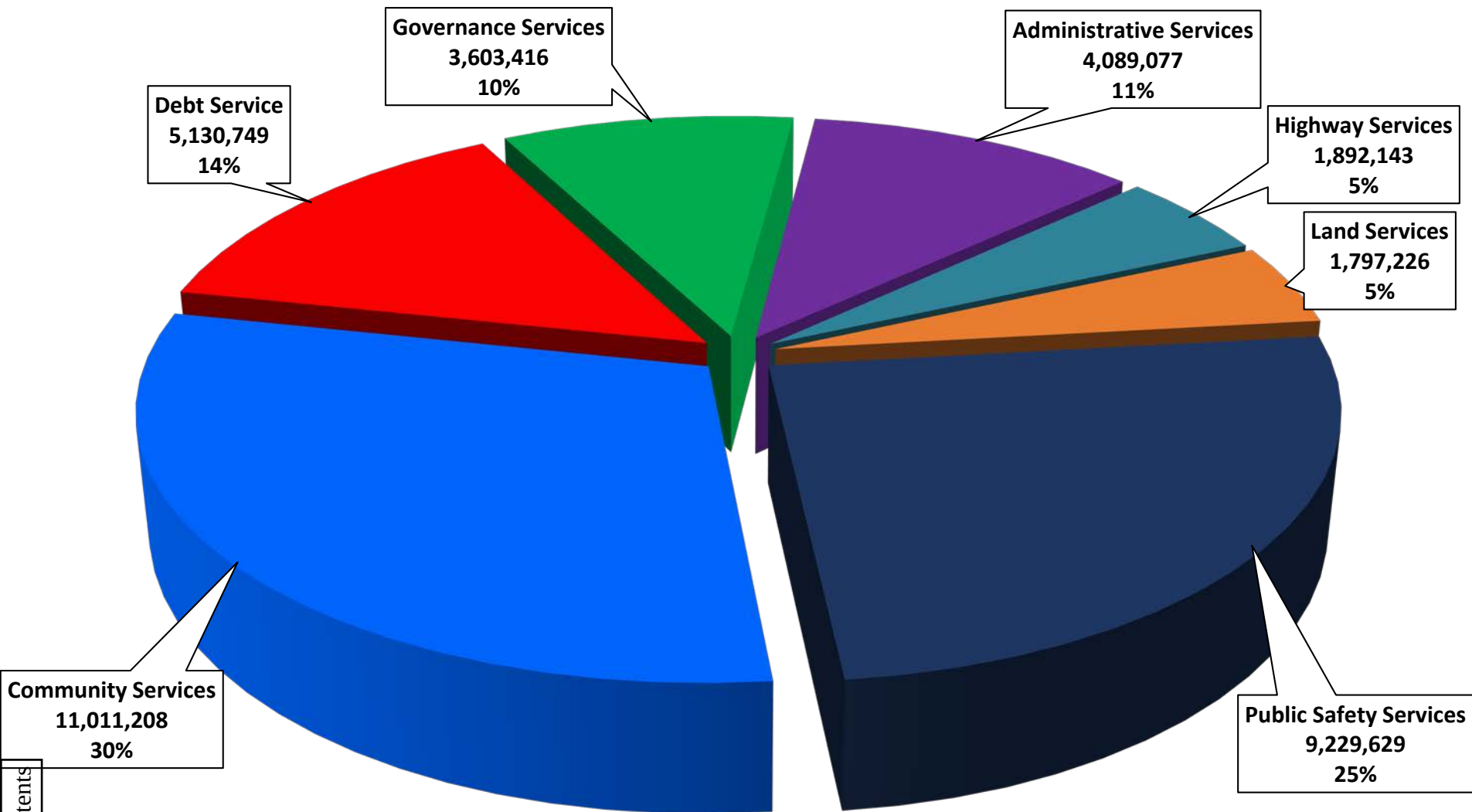
2019 BUDGET SUMMARY

The 2019 budget is \$89,206,164, which includes \$1,167,213 of other financing uses. The levy is \$36,753,448 or a 6.99% increase from 2018.

WHERE THE PROPERTY TAX PORTION OF COUNTY REVENUE GOES:

PROPERTY TAX = \$36,753,448

EXCLUDING UNORGANIZED TOWNSHIPS



2019 CROW WING COUNTY BUDGET AND LEVY (Excludes Unorganized Townships)

Crow Wing County Structure	Expenditures/Transfer Out		Non-Levy Revenues/Transfer In		Property Tax Levy		Fund Bal. Change
		% Chg vs. 2018		% Chg vs. 2018		% Chg vs. 2018	
Governance Services	4,571,174	4.30%	966,058	5.10%	3,593,016	5.61%	(12,100)
Administrative Services	6,194,533	(1.17%)	1,812,263	1.36%	4,108,577	5.95%	(273,693)
Community Services	29,116,065	10.28%	17,993,444	4.43%	10,991,621	19.21%	(131,000)
Capital Projects	3,927,285	(29.37%)	2,590,149	(25.80%)		(100.00%)	(1,337,136)
Debt Services	4,941,409	(3.86%)	2,090	(98.90%)	5,130,749	1.03%	191,430
Highway Services	16,369,409	(23.07%)	14,151,342	(25.35%)	1,892,143	(7.02%)	(325,924)
Land Services	8,749,866	4.18%	5,649,210	8.13%	1,834,350	6.96%	(1,266,306)
Public Safety Services	15,336,423	5.11%	6,128,765	3.27%	9,202,992	9.51%	(4,666)
OPEB Funding						(100.00%)	
Totals	89,206,164	(3.06%)	49,293,321	(8.27%)	36,753,448	6.99%	(3,159,395)

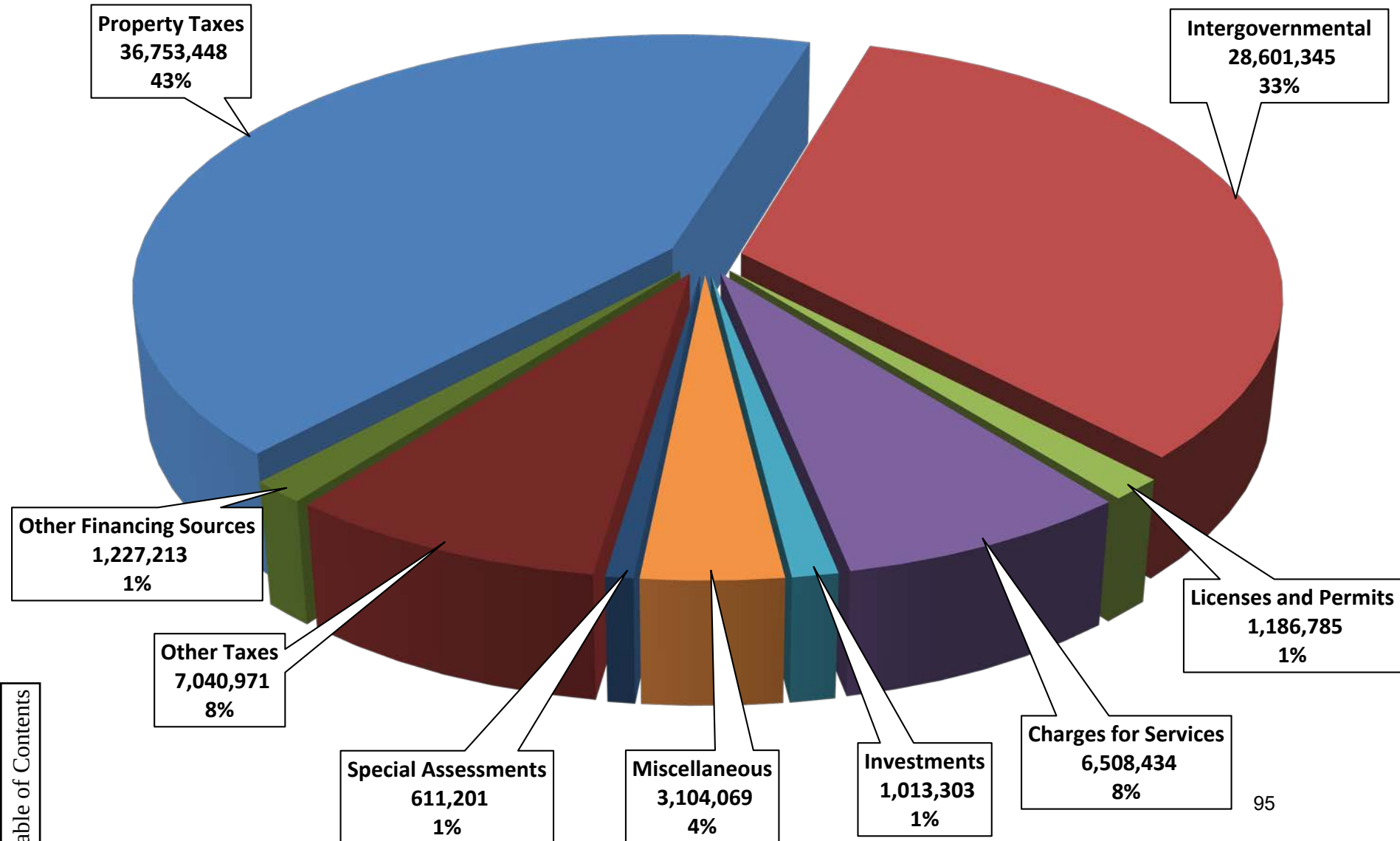
	2018 BUDGET	2019 BUDGET	\$ INC./((DEC.)	% INC./((DEC.)
REVENUES				
LEVY (PROPERTY TAXES)	\$ 34,353,471	\$ 36,753,448	\$ 2,399,977	6.99%
OTHER TAXES	6,937,853	7,040,971	103,119	1.49
SPECIAL ASSESSMENTS	617,271	611,201	(6,070)	(0.98)
LICENSES AND PERMITS	1,134,860	1,186,785	51,925	4.58
INTERGOVERNMENTAL	33,807,424	28,601,345	(5,206,079)	(15.40)
CHARGES FOR SERVICES	6,541,841	6,508,434	(33,407)	(0.51)
INVESTMENTS	820,158	1,013,303	193,145	23.55
MISCELLANEOUS	2,735,386	3,104,070	368,684	13.48
OTHER FINANCING SOURCES	<u>1,143,669</u>	<u>1,227,212</u>	<u>83,543</u>	<u>7.30</u>
TOTAL REVENUES	\$ 88,091,933	\$ 86,046,769	\$ 2,045,164	(2.32%)

- **Levy: \$2,399,977 or 6.99%**
- **Other Taxes:** Highway Services – Sales Tax \$817k, General/Capital - Land Sales (\$641k)
- **Intergovernmental:**
 - Highway Services – (\$5.5m), General Fund – Public Safety \$109k, Community Services - \$594k
- **Investments:** Change in investment portfolio - \$193k
- **Other Financing Sources:** Shows the transfer of fund balance to the General Fund from Highway of \$1m to fund operations. Additional miscellaneous transfers between funds.

Where County revenue comes from:

Total Revenue = \$86,046,769

Excluding unorganized townships



CROW WING COUNTY Excluding Unorganized Townships	2018 BUDGET	2019 BUDGET	\$ INC./((DEC.))	% INC./((DEC.))
EXPENDITURES				
PUBLIC AID ASSISTANCE	\$ 10,586,206	\$ 12,092,825	\$ 1,506,619	14.23%
PERSONNEL SERVICES	38,024,515	40,861,062	2,836,547	7.46
SERVICES & CHARGES	25,120,461	20,246,418	(4,874,043)	(19.40)
SUPPLIES & MATERIALS	4,680,580	3,746,931	(933,649)	(19.95)
CAPITAL OUTLAY	4,637,388	4,236,895	(400,493)	(8.64)
DEBT SERVICES	5,253,113	5,054,539	(198,574)	(3.78)
OTHER EXPENDITURES	2,649,029	1,800,281	(848,748)	(32.04)
OTHER FINANCING USES	<u>1,073,346</u>	<u>1,167,213</u>	<u>93,867</u>	<u>8.75</u>
TOTAL EXPENDITURES	\$ 92,024,638	\$ 89,206,164	\$ (2,818,474)	(3.06%)

•**Public Aid Assistance** - Community Services - Out of Home Placements \$1.2m

•**Personnel Services:** Active Insurance 15.7% – \$863k
Salaries & Wages 3.9%- \$1m (Excluding new positions – 2.9%)
Pension, FICA, Medicare 5.1% - \$202k
Other Employee Costs 4.9%% - \$51k
Retiree Insurance 20.5% - \$357k

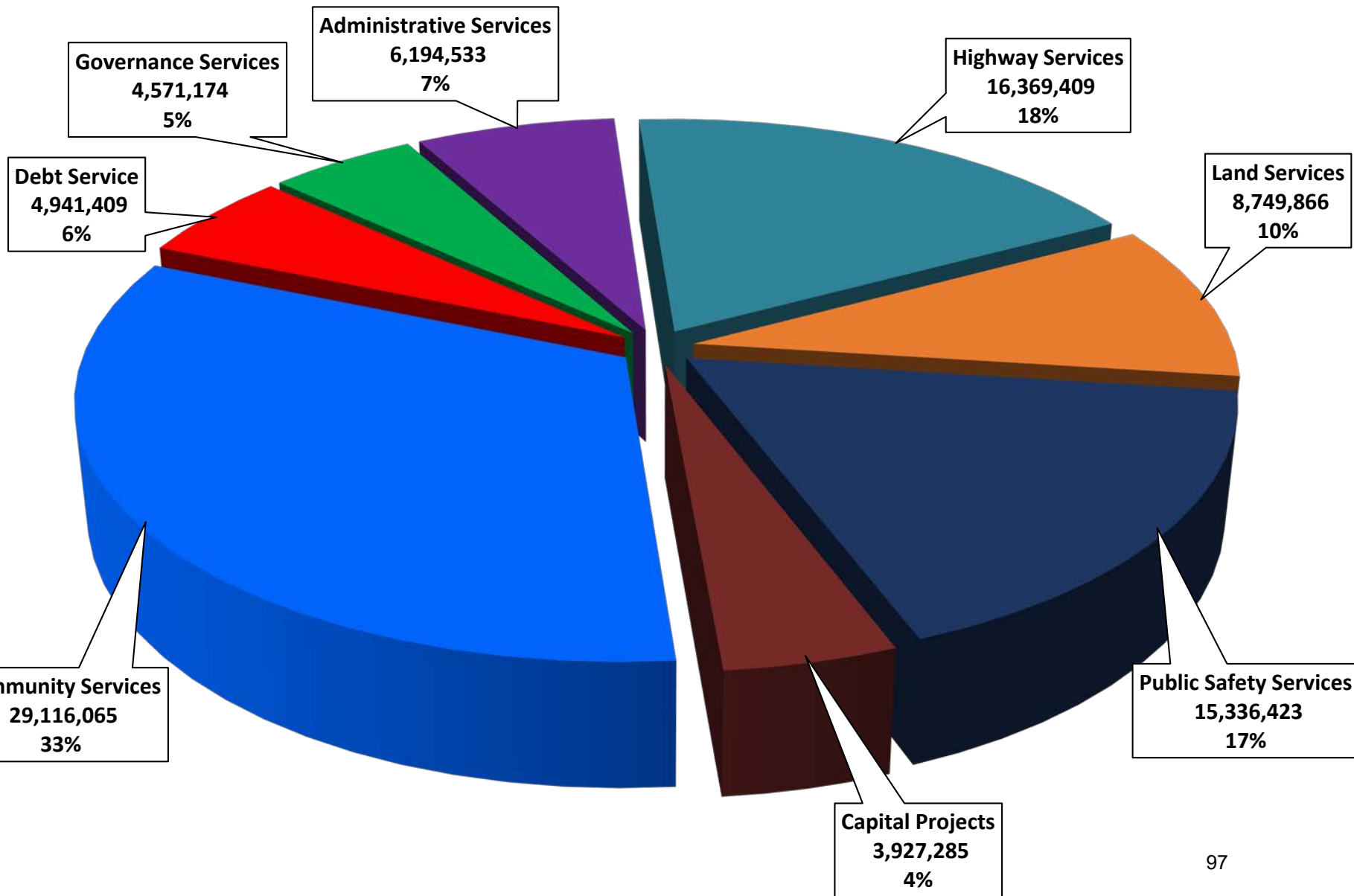
•**Services & Charges:** Highway Services – Pequot Lakes (\$4.6m), Construction (\$898k), Maintenance \$280k, Sheriff Services - \$162k

•**Supplies & Materials:** Administrative Services – Elections (\$654k), Sheriff Services – (\$149k)

•**Other Expenditures:** Land Services – Tax Forfeited Settlement (\$1.1m)

•**Other Financing Uses:** Shows the transfer of fund balance from Highway to the General Fund of \$1 million to fund operations. Additional transfers included.

**WHERE THE COUNTY EXPENDS FUNDS:
TOTAL EXPENDITURES = \$89,206,164
EXCLUDING UNORGANIZED TOWNSHIPS**



REVENUES, EXPENDITURES & CHANGE IN FUND BALANCE

**Historical Actual Data Compiled from the
County's Comprehensive Annual Finance Report
(CAFR)**

**Governmental Funds Including
Unorganized Townships**

**8 Years Actual &
2 Years Budgeted**

HISTORICAL TRENDING SUMMARY

The 2010-2017 data was compiled from the County's audited financial statements. Comparisons have been made to the previous and current year budgets.

Total County expenditures have fluctuated over the last 10 years. The most significant variance is due to the timing of spending on capital projects and infrastructure.

During 2012, capital outlays increased to reflect the 800 MHz Public Safety radio system and the \$11 million land purchase for the Mississippi Northwoods project.

Since 2011, Highway Infrastructure spending has increased from \$2.7 million to an estimated \$8.2 million.

Included in the 2018 & 2019 budget are \$5.6 million and \$3.9 million respectively in capital spending from the Capital Projects Fund.

REVENUES, EXPENDITURES & CHANGE IN FUND BALANCE

Governmental Funds Including Unorganized Townships

8 Years Actual & 2 Years Budgeted

Year	Total Revenues	Total Expenditures	Excess of Revenues Over (under) Expenditures	Total Other Financing Sources/(Uses)	Net Change In Fund Balance
2010 CAFR*	72,851,155	71,296,301	1,554,854	1,656,047	3,210,901
2011 CAFR	69,802,150	65,372,628	4,429,522	(205,688)	4,223,834
2012 CAFR	81,675,281	79,137,833	2,537,448	(232,085)	2,305,363
2013 CAFR	68,879,983	69,825,727	(972,744)	(122,438)	(1,095,182)
2014 CAFR	74,837,916	74,662,802	175,114	0	175,114
2015 CAFR	75,005,530	78,140,713	(3,135,183)	136,850	(2,998,333)
2016 CAFR	80,101,447	79,801,103	300,344	46,035	346,379
2017 CAFR	85,633,084	87,446,651	(1,813,567)	239,362	(1,574,205)
2018 Budget	87,884,063	92,112,733	(4,228,670)	70,323	(4,158,347)
2019 Budget	85,886,336	89,443,542	(3,557,205)	0	(3,557,205)

*CAFR stands for Comprehensive Annual Financial Report data.

REVENUES BY TYPE

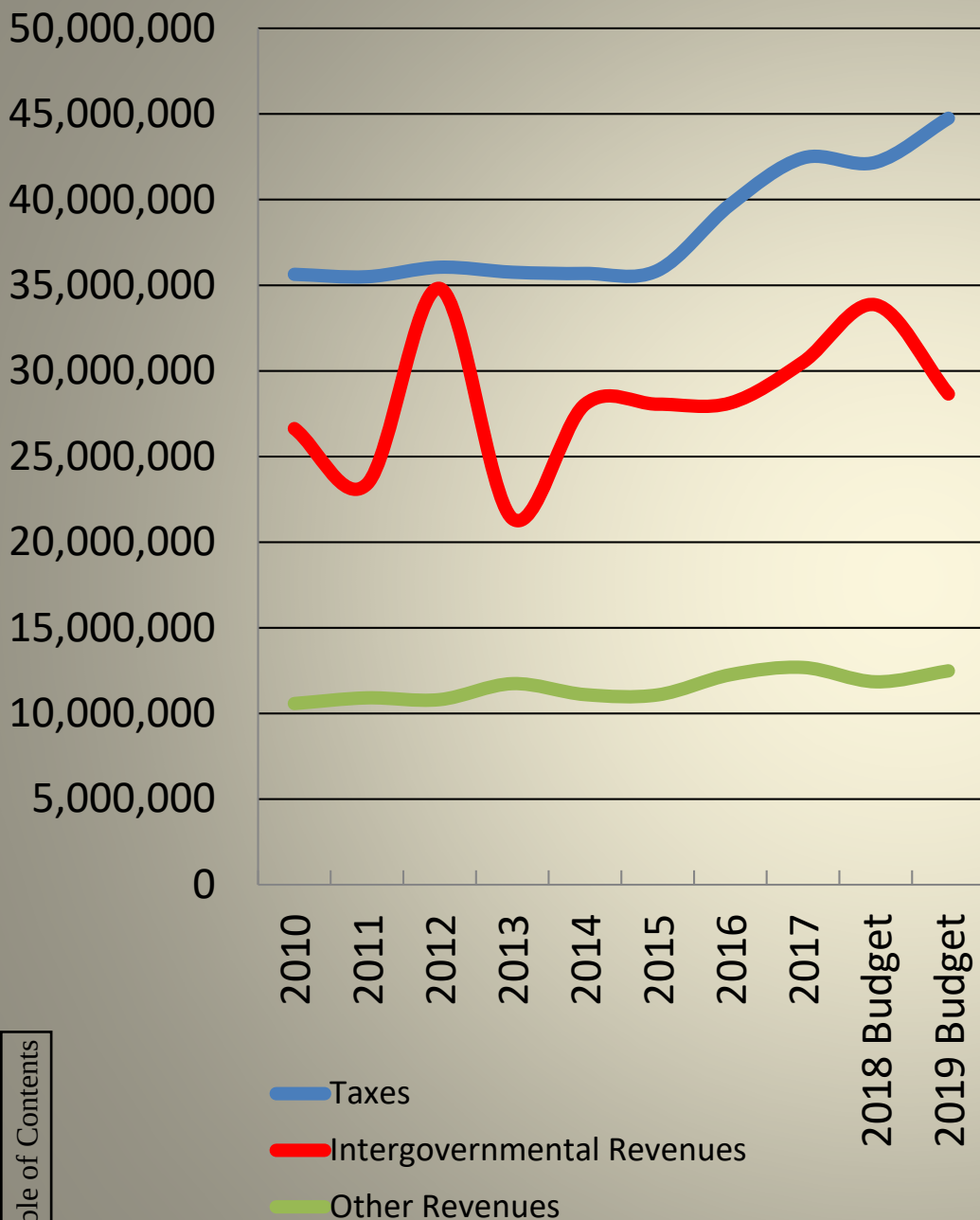
Governmental Funds including unorganized townships

Last 8 years actual & 2 years budgeted

Year	Taxes	Intergovernmental Revenues	Other Revenues	Total Revenues
2010 CAFR*	35,641,804	26,628,793	10,580,558	72,851,155
2011 CAFR	35,501,017	23,389,156	10,911,977	69,802,150
2012 CAFR	36,054,509	34,811,026	10,809,746	81,675,281
2013 CAFR	35,764,319	21,373,104	11,742,560	68,879,983
2014 CAFR	35,692,434	28,043,509	11,101,973	74,837,916
2015 CAFR	35,867,692	28,052,796	11,085,042	75,005,530
2016 CAFR	39,712,574	28,124,758	12,264,115	80,101,447
2017 CAFR	42,436,831	30,508,611	12,687,642	85,633,084
2018 Budget	42,182,623	33,851,924	11,849,516	87,884,063
2019 Budget	44,754,198	28,648,345	12,483,793	85,886,336

*CAFR stands for Comprehensive Annual Financial Report data.

REVENUES BY TYPE (continued)



- Between 2009-2015 taxes have remained fairly stable. The increases in 2016-2018 are due to the new sales tax revenue for Highway maintenance and construction.
- A continual significant challenge for the County is that Intergovernmental Revenues continue to fluctuate. As the state continues to change its funding levels for all programs we will have to be aware of the impact on our local tax levy. (red bar)
- In 2012, \$11 million of State grant funding provided 100% of the funding for the land purchase needs of the Mississippi Northwoods project.
- Intergovernmental revenues for 2018 showed a \$4.6 million increase related to the transfer of Patriot avenue back to the City of Pequot Lakes. The State money passed through the county.

EXPENDITURE BY TYPE

Governmental Funds including unorganized townships

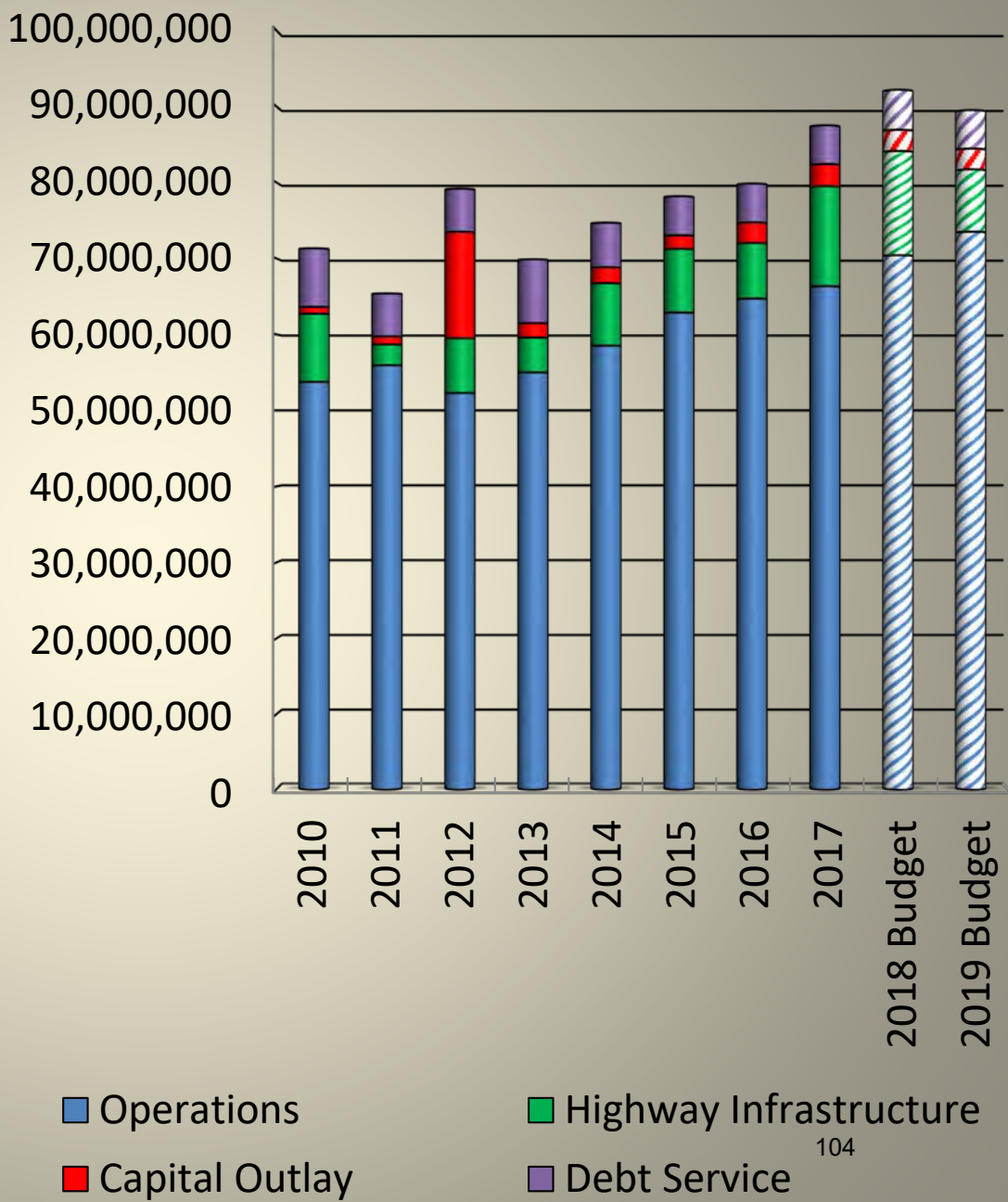
Last 8 years actual & 2 years budgeted

Year	Operations	Highway Fund Infrastructure	Capital Outlays	Debt Service	Total Expenditures
2010 CAFR*	53,756,724	8,964,019	885,952	7,689,606	71,296,301
2011 CAFR	55,939,344	2,743,985	1,042,045	5,647,254	65,372,628
2012 CAFR	52,293,247	7,175,216	13,993,043	5,676,327	79,137,833
2013 CAFR	54,995,919	4,603,130	1,887,366	8,366,312	69,852,727
2014 CAFR	58,521,542	8,181,415	2,104,649	5,855,196	74,662,802
2015 CAFR	62,860,093	8,377,999	1,785,255	5,117,366	78,140,713
2016 CAFR	64,708,240	7,274,427	2,711,570	5,106,866	79,801,103
2017 CAFR	66,327,633	13,123,445	2,903,245	5,092,328	87,446,651
2018 Budget	70,388,488	13,688,700	2,782,432	5,253,113	92,112,733
2019 Budget	73,473,428	8,187,000	2,728,575	5,054,539	89,443,542

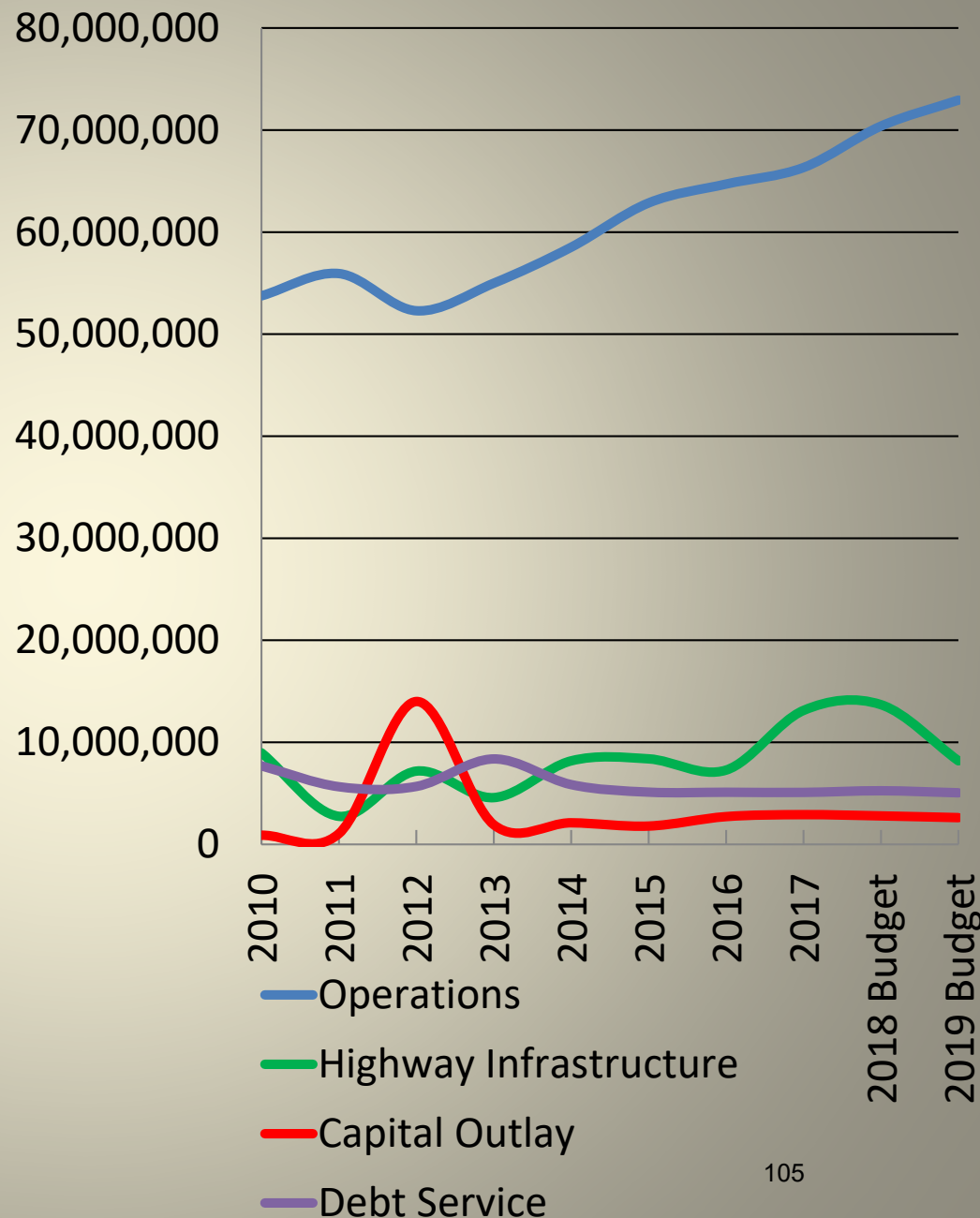
*CAFR stands for Comprehensive Annual Financial Report data.

- Capital outlays fluctuate based on the timing of projects. In 2012, the County had an 800 MHz radio project and a land purchase.
- Highway infrastructure has fluctuated largely based on the available Federal grant dollars for projects. In 2009 and 2010 the County received historical highs in Federal highway funding as part of the American Recovery and Reinvestment Act of 2009. These funds were stimulus and one-time in nature.
- In 2016, the County Board approved a 1/2 percent sales tax for ongoing road construction and maintenance. This will increase the amount of expenditures in highway infrastructure and operations.
- The increase to Highway infrastructure in 2018 was due to the pass through of \$4.6 million to the City of Pequot Lakes for the transfer of Patriot Avenue back to the city.

TOTAL EXPENDITURES



EXPENDITURES BY TYPE



- In 2012, the county received \$11 million in Legacy funding from the State to acquire land for the Mississippi Northwoods project. (red line)
- Debt Service increase in 2013 reflects the County Board's desire to decrease debt by infusing \$5 million into a debt refinancing. (purple line)
- Operational expenditures have slowly trended upwards. Highway infrastructure spending fluctuates yearly based on the Highway Improvement Plan. In 2017, there was an increase in construction due to the increase funding from the Local Option Sales Tax.
- Growth in operating expenditures since 2012 are 39.48%. This equates to a yearly growth in operations of approximately 9.3% per year.

HUMAN CAPITAL INVESTMENTS

FULL-TIME EQUIVALENTS (FTE'S) AND PERSONNEL COSTS BY FUNCTION OF GOVERNMENT

**Last 8 years actual & 2 years
budget**

FULL-TIME EQUIVALENTS (FTE'S) BY SERVICE AREA

Last 8 years actual & 2 years budget

Including Enterprise Funds

Year	General (Gov./Admin.)*		Highway	Community	Public Safety	Land	Actual Total	Original Budget Total
2010	71.9		39.2	151.7	121.8	37.8	422.4	425.6
2011	68.5		38.2	148.3	119.5	34.7	409.2	414.8
2012	69.7		36.2	147.7	120.2	34.9	408.7	416.4
2013	71.3		36.5	147.0	122.6	35.2	412.6	420.8
2014	72.1		36.8	143.5	122.1	37.6	412.1	422.2
2015	70.8		36.7	142.0	127.5	38.6	415.6	420.4
2016	28.9	27.4	36.9	161.7	134.3	49.2	438.4	425.2
2017	29.9	28.5	37.1	168.0	133.6	48.2	445.3	447.1
2018 Budget	32.3	30.5	37.2	175.0	132.7	51.1	N/A	458.8
2019 Budget	32.8	31.5	37.4	179.0	134.8	51.2	N/A	466.6

Table of Contents

* In 2016, General was broken into Governance and Administrative Services.

CROW WING COUNTY
2019 FULL TIME EQUIVALENTS (FTE) ANALYSIS
BY SERVICE AREA

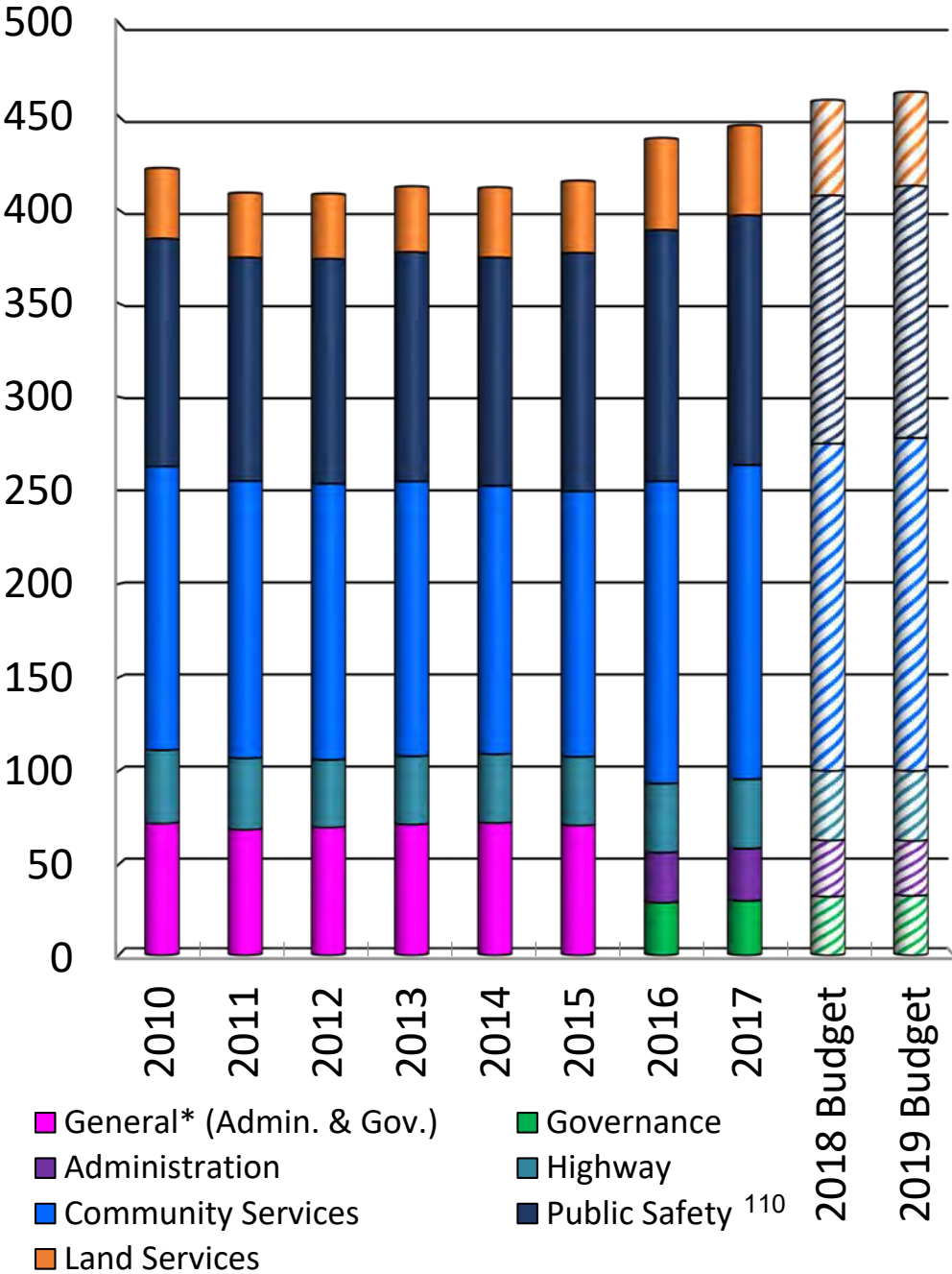
<u>SERVICE</u>	<u>DEPARTMENT</u>	<u>16 ACTUAL</u>	<u>17 ACTUAL</u>	<u>18 BUDGET</u>	<u>19 BUDGET</u>	<u>19 CHANGES TO FTE'S</u>
Governance Services						
	Administrator	2.7	2.7	2.8	2.8	
	Attorney	18.4	18.9	21.5	22.0	Increase .5 FTE for Attorney hired in July 18
	County Commissioners	5.0	5.0	5.0	5.0	
	Veteran's Services	2.7	2.8	3.0	3.0	
	Governance Services Subtotal	28.8	29.4	32.3	32.8	
Administrative Services						
	County Extension	-	0.5	0.6	0.5	Decrease .1 FTE Sr. Admin Tech
	Finance/Elections	8.2	7.6	6.8	6.5	Reallocation of staff
	Facilities	6.6	7.5	7.8	10.0	Increase 1 FTE Maintenance Custodian, 1FTE Maintenance Tech 1, .25 FTE Sr AdminTech
	Human Resources	3.0	3.0	3.8	3.4	Decrease HR Director .4 FTE
	Information Technology	9.6	10.6	11.5	11.0	Reduction of .4 FTE Project Manager, Reallocation of staff
	Administrative Services Subtotal	27.4	29.2	30.5	31.4	
Public Safety Services						
	Investigations	7.5	8.3	9.0	9.0	
	Jail	63.7	63.0	63.0	63.0	
	Operations	1.0	1.0	1.0	1.0	
	Patrol	48.5	48.4	46.7	48.8	Increase 2.05 FTE in Part Time pool
	Support	13.5	12.9	13.0	13.0	
	Public Safety Services Subtotal	134.2	133.6	132.7	134.8	
Highway Services						
	Administration	4.6	4.0	4.0	4.0	
	Construction	9.6	9.9	10.2	10.4	Increase .22 FTE intern position
	Maintenance	18.8	19.2	19.0	19.0	
	Maintenance Shop	3.9	4.0	4.0	4.0	
	Highway Services Subtotal	36.9	37.1	37.2	37.4	
Community Services						
	Corrections	10.0	17.5	21.6	21.7	
	Health	13.5	10.5	10.8	12.7	Increase 2 FTE's - PHN & Case Aide
	Income Maintenance	56.2	59.2	62.1	62.1	
	Social Services	82.0	80.8	80.5	82.6	Increase 2 FTE's - Social Workers in 2018
	Community Services Subtotal	161.7	168.0	175.0	179.0	

CROW WING COUNTY
2019 FULL TIME EQUIVALENTS (FTE) ANALYSIS
BY SERVICE AREA

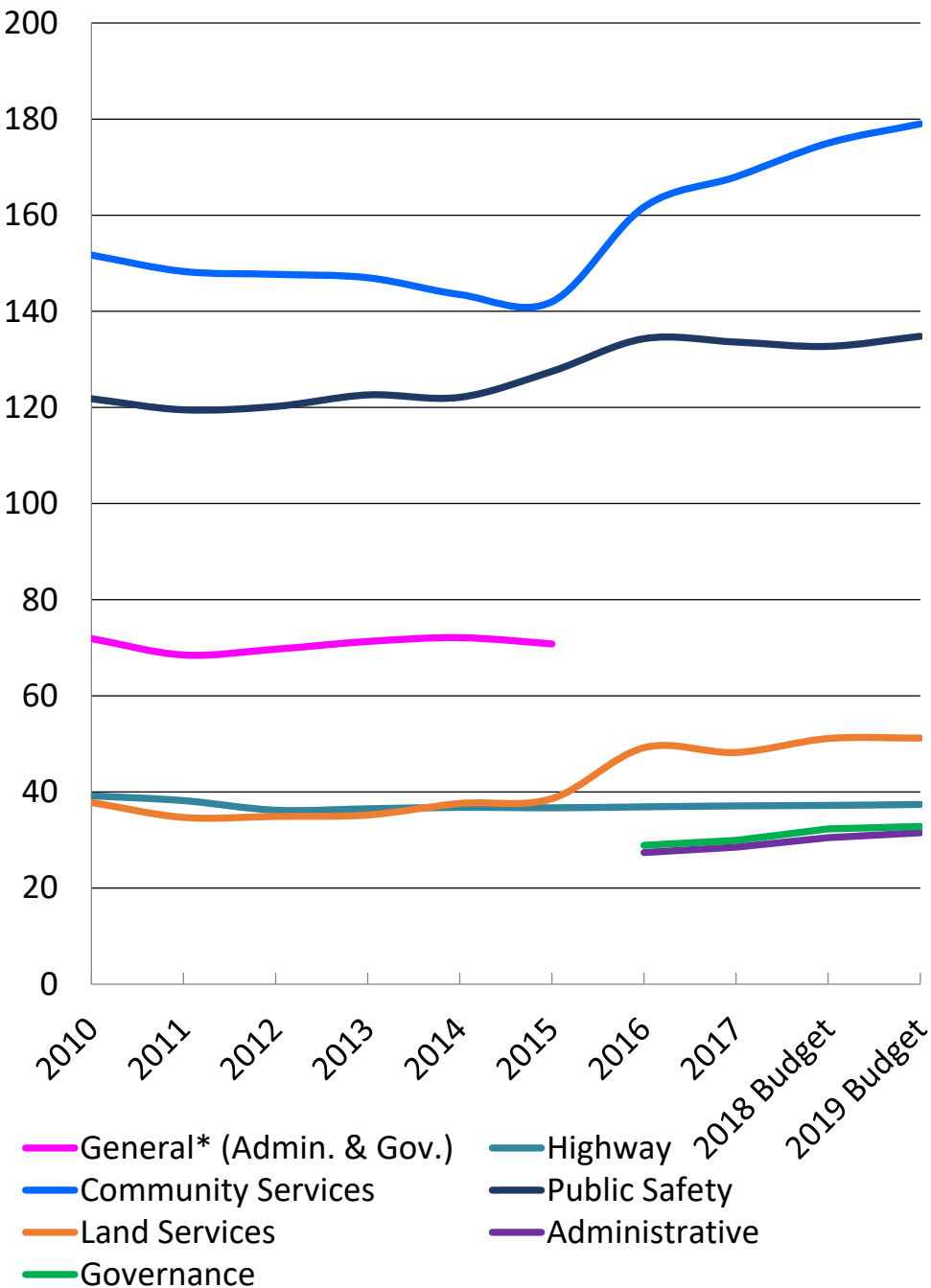
<u>SERVICE</u>	<u>DEPARTMENT</u>	<u>16 ACTUAL</u>	<u>17 ACTUAL</u>	<u>18 BUDGET</u>	<u>19 BUDGET</u>	<u>19 CHANGES TO FTE'S</u>
Land Services						
	Assessing Services	17.2	16.0	16.5	15.9	Increase 1 FTE Assessor, Reallocation of staff
	Customer Services	12.9	13.6	12.0	11.0	Reallocation of staff
						Reduction of .4 Inspectors, Reduction of .3 Project Manager,
	Environmental Services	9.5	9.4	8.6	9.0	Reallocation of staff
	Public Land Management	4.7	4.8	7.5	6.9	Reallocation of staff
	Solid Waste/Landfill	4.4	4.4	6.5	8.5	Reallocation of staff
Land Services Subtotal		48.7	48.2	51.1	51.3	
		437.7	445.5	458.8	466.7	
		<u>16 ACTUAL</u>	<u>17 ACTUAL</u>	<u>18 BUDGET</u>	<u>19 BUDGET</u>	
	Governance Services	28.8	29.4	32.3	32.8	
	Administrative Services	27.4	29.2	30.5	31.4	
	Public Safety Services	134.2	133.6	132.7	134.8	
	Highway Services	36.9	37.1	37.2	37.4	
	Community Services	161.7	168.0	175.0	179.0	
	Land Services	48.7	48.2	51.1	51.3	
		437.7	445.5	458.8	466.7	

- In 2019, the County’s proposed staffing levels of 463.1 FTE is an increase in staffing from the 2018 budget of 443 FTE’s.
- The largest increase for 2016 was in Community Services related to the integration of Community Corrections and the addition of 17 FTE’s.
- Additional increases in 2016 were for public safety due to the opening of the last pod of the Jail and Governance for the Attorney.
- The 2019 increase in personnel by service area is:
 - Administrative – 0.9
 - Community Services – 4.0
 - Governance – 0.5
 - Land Services – 0.1
 - Public Safety – 2.0
 - Highway – 0.2
- Crow Wing County continues to look for ways to actively manage the total cost of human capital.

FULL-TIME EQUIVALENTS (FTE’S)



FTE'S BY SERVICE AREA



- Community Services growth in FTE's in 2016 is from the integration of Community Corrections. Since 2010, they have grown 27.3 FTE's. (blue line)

- Total Public Safety growth is 13 FTE's since 2010. The increase in 2016 was due to the opening of a new pod in the jail. (dark blue line)

- Since 2016, Governance Services has increased 3.9 FTE's for staff in the Attorney's office. (green line)

- Administrative Services has increased 4.1 FTE's since 2016 in IT and Facilities. (purple line)

- Current Land Services staffing levels are 13.4 FTE's above the 2010 levels. This is due to the consolidation of the Recorder and taxpayer services into Land Services. (orange line)

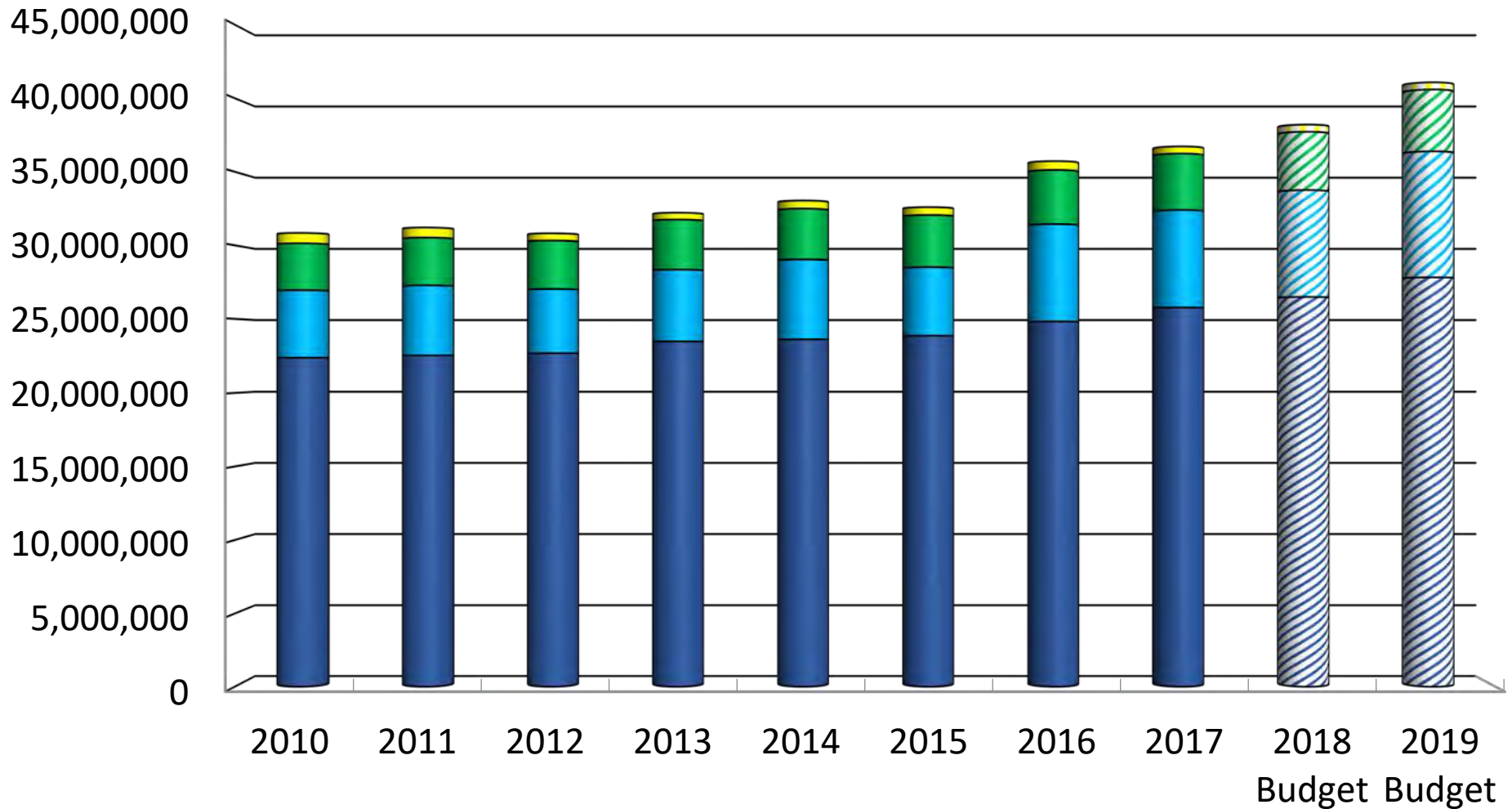
- Highway staffing levels are 1.8 FTE's below the 2010 levels. (teal line)

PERSONNEL COSTS

Last 8 years actual & 2 years budget

Year	Salaries and Wages	Health/ Dental Insurance	Including Enterprise funds		Actual/ Revised Total	Original Budget Total
			PERA FICA Medicare	Worker's Comp/ Other		
2010	22,362,458	4,589,258	3,180,104	704,787	30,836,607	31,937,673
2011	22,514,515	4,762,051	3,246,131	681,639	31,204,336	31,734,751
2012	22,670,153	4,357,226	3,297,740	486,660	30,811,779	31,690,249
2013	23,464,872	4,884,850	3,400,082	464,197	32,214,001	33,067,020
2014	23,603,630	5,436,102	3,452,583	545,835	33,038,150	34,373,116
2015	23,854,398	4,662,528	3,543,700	531,567	32,592,193	34,762,768
2016	24,823,405	6,612,871	3,680,982	601,147	35,718,405	35,327,309
2017	25,775,047	6,621,010	3,832,612	489,345	36,718,014	36,835,793
2018 Budget	26,487,129	7,262,620	3,964,394	487,778	N/A	38,201,921
2019 Budget	27,817,568	8,563,561	4,203,205	488,610	N/A	41,072,944

TOTAL PERSONNEL COSTS



Salaries & Wages

Health/Dental Insurance

PERA/FICA/Medicare

Worker's Comp/Other

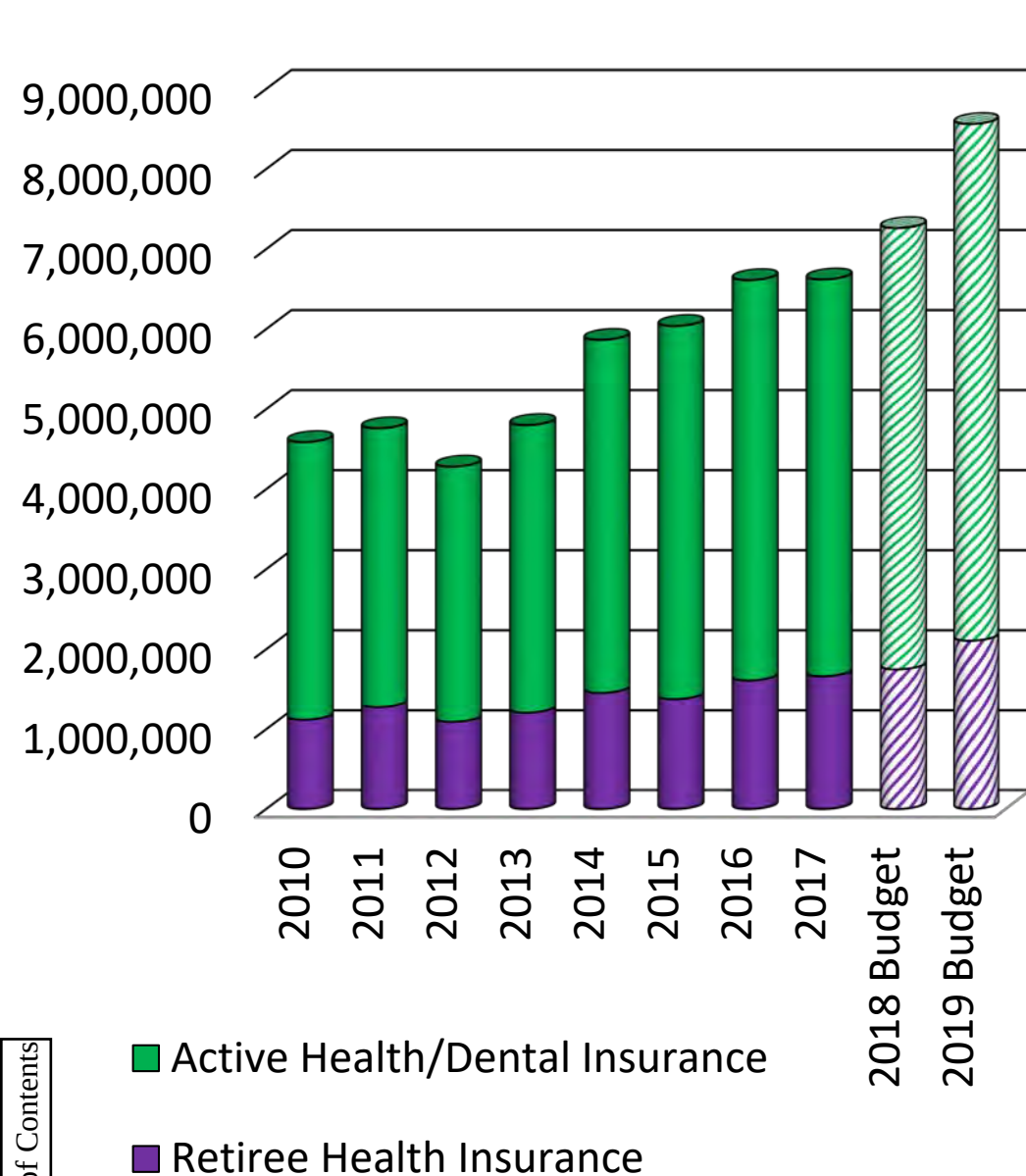
- The cost of health insurance remains a significant concern. Premium costs increased 85% from 2010 to 2019. The County has actively pursued plan design changes to curb the rising costs.
- Today the most popular county insurance option is a high deductible health plan with \$2,700 deductible for single coverage and a \$5,400 deductible for families.
- We are now offering a minimum value plan with \$6,750 deductible for single coverage and a \$13,500 deductible for families. This offers a lower premium for both the employee and the employer.
- The transition to a performance based pay model rather than the traditional step and cola pay plan is also helping to control wage inflation to approximately 3% per year, while advancing our performance culture.

HISTORICAL INVESTMENT IN HUMAN CAPITAL (PER FTE)



BREAKDOWN OF RETIREE & ACTIVE HEALTH/DENTAL INSURANCE

Last 8 years actual & 2 years budget



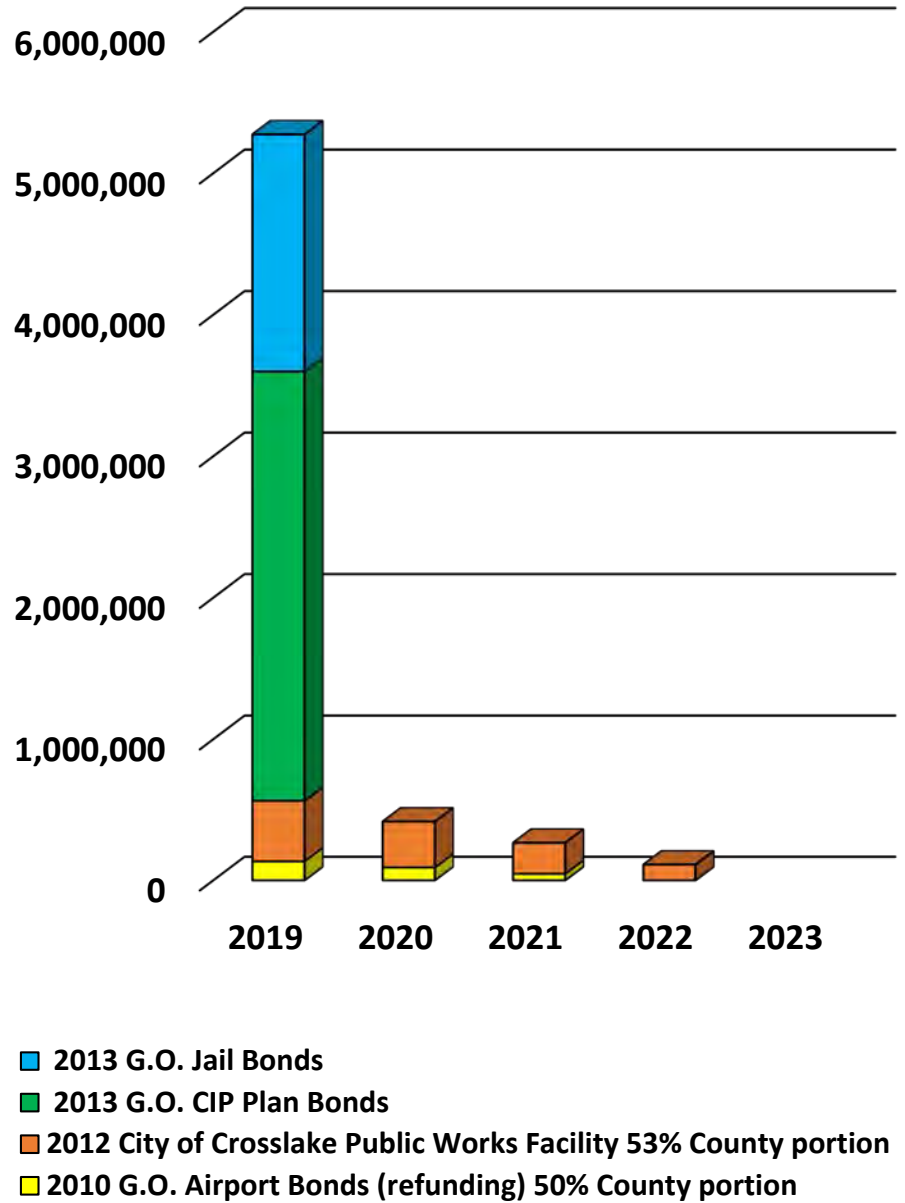
Year	Retiree	Active
2010	1,120,675	3,468,583
2011	1,278,999	3,483,053
2012	1,094,300	3,187,998
2013	1,208,447	3,593,507
2014	1,455,293	4,410,383
2015	1,376,871	4,662,528
2016	1,611,740	5,001,132
2017	1,664,140	4,956,870
2018 Budget	1,750,096	5,512,524
2019 Budget	2,107,792	6,455,769

BONDED INDEBTEDNESS

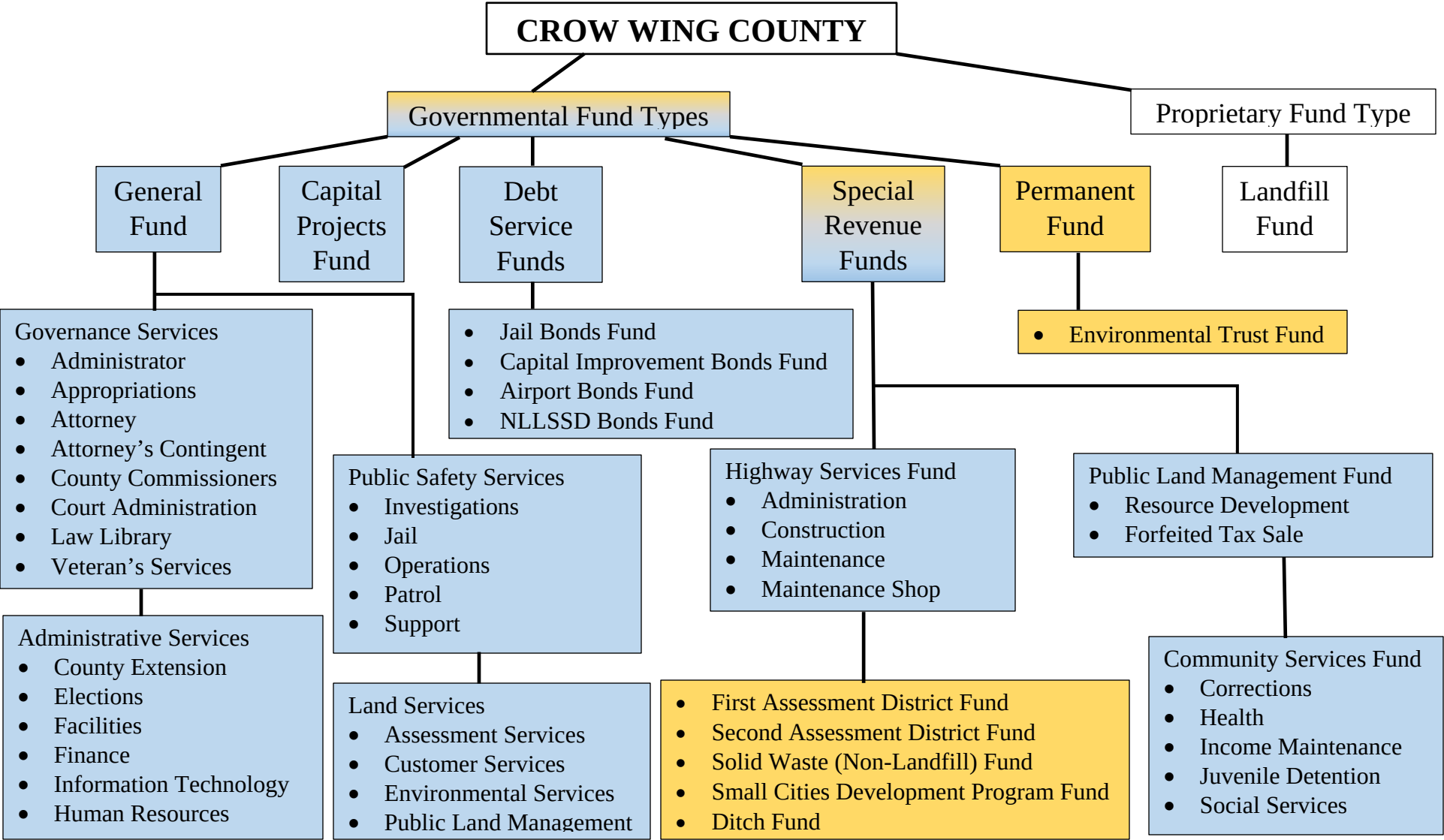
Annual Debt Service Levy and Future Principal Outstanding

Debt Principal Outstanding

- In 2013, the county refinanced debt related to the 2004 building project. With a \$5 million injection of cash reserves and a transfer of \$1 million levy annually from the Capital Projects Fund, the county was able to reduce the term by 5 years and reduce the interest costs by an estimated \$5 million.
- This refinancing coupled with the accelerated repayment schedule shows the Board's directive to reduce the county's debt burden.
- If the County has a desire to continue a pay-as-you-go strategy in relation to addressing future capital outlay needs, this would involve saving (Fund Balance) for capital outlays versus issuing debt for future capital. This strategy takes much organizational dedication to properly plan for and fund future capital projects.
- This pay-as-you-go strategy has an overall favorable cost of ownership under most circumstances.
- Crow Wing County's current debt levy is 14.7% of the County's 2019 total levy.
- Crow Wing County's debt rating is AA as rated by Standard & Poor's.



BUDGETARY FUND/DEPARTMENT STRUCTURE



	Major Funds
	Non-Major Funds

*Coloration does not apply to departments, only to the fund in which they reside.

**2019 CROW WING COUNTY
BUDGET**

GOVERNMENTAL AND PROPRIETARY FUNDS

**Budgeted Changes in Fund Balances / Net Position
(Cash Basis)**

	2016 ACTUAL FUND BALANCE	2017 ACTUAL FUND BALANCE	2018 ACTUAL FUND BALANCE	2019 BUDGETED FUND BALANCE INC / (DEC)	2019 PROJECTED FUND BALANCE	2018 / 2019 % INC/(DEC)
<u>FUNDS</u>						
<u>GOVERNMENTAL</u>						
MAJOR FUNDS						
GENERAL	\$ 15,704,094	\$ 13,301,702	\$ 12,884,960	\$ (411,091)	\$ 12,473,869	-3.19%
HIGHWAY	10,445,444	11,665,947	13,087,680	(323,524)	12,764,156	-2.47%
COMMUNITY SERVICES	2,088,010	3,024,282	853,684	(131,000)	722,684	-15.35%
PUBLIC LAND MANAGEMENT	1,412,729	2,175,479	1,852,707	(334,554)	1,518,153	-18.06%
DEBT SERVICE	4,513,481	4,626,994	4,801,262	191,430	4,992,692	3.99%
CAPITAL PROJECTS	3,460,853	3,443,379	3,047,665	(1,337,136)	1,710,529	-43.87%
NON-MAJOR FUNDS						
UNORGANIZED TOWNSHIPS	1,748,282	1,568,349	1,376,130	(397,811)	978,319	-28.91%
SOLID WASTE (NON-LANDFILL)	2,861,075	3,131,149	3,533,231	(813,519)	2,719,712	-23.02%
SMALL CITIES DEVELOPMENT	25,910	4,476	4,323	-	4,323	0.00%
DITCH	4,360	9,433	7,036	-	7,036	0.00%
ENVIRONMENTAL TRUST	1,888,865	1,866,122	1,908,068	-	1,908,068	0.00%
TOTAL GOVERNMENTAL FUND BALANCES	\$ 44,153,103	\$ 44,817,312	\$ 43,356,746	\$ (3,557,205)	\$ 39,799,541	-8.20%
<u>PROPRIETARY</u>						
LANDFILL	\$ 14,453,375	\$ 15,258,792	\$ 14,917,051	\$ (2,966,213)	\$ 11,950,838	-19.88%
TOTAL OF ALL FUNDS	\$ 58,606,478	\$ 60,076,104	\$ 58,273,797	\$ (6,523,418)	\$ 51,750,379	-11.19%

2019 CROW WING COUNTY BUDGET

GOVERNMENT WIDE Including Unorganized Townships

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 39,614,512	\$ 41,802,190	\$ 42,182,623	\$ 44,754,198	\$ 2,571,575	6.10%
SPECIAL ASSESSMENTS	621,138	706,178	617,271	611,201	(6,070)	-0.98%
LICENSES AND PERMITS	1,050,157	1,697,026	1,136,610	1,188,785	52,175	4.59%
INTERGOVERNMENTAL	26,810,232	30,492,014	33,627,367	28,648,345	(4,979,022)	-14.81%
CHARGES FOR SERVICES	6,482,039	6,540,475	8,366,841	8,514,434	147,593	1.76%
FINES AND FORFEITURES	64,349	92,135	35,000	35,000	-	0.00%
GIFTS AND CONTRIBUTIONS	64,024	58,690	25,000	10,000	(15,000)	-60.00%
INVESTMENTS	559,846	771,560	922,158	1,135,303	213,145	23.11%
MISCELLANEOUS	3,588,627	3,512,021	2,672,680	3,059,070	386,390	14.46%
TOTAL REVENUES	\$ 78,854,924	\$ 85,672,289	\$ 89,585,550	\$ 87,956,336	\$ (1,629,214)	-1.82%
<u>EXPENDITURES:</u>						
PUBLIC AID ASSISTANCE	\$ 9,411,383	\$ 10,346,464	\$ 10,586,206	\$ 12,092,825	\$ 1,506,619	14.23%
PERSONNEL SERVICES	35,615,210	36,596,937	38,201,921	41,072,944	2,871,023	7.52%
SERVICES & CHARGES	19,399,740	23,654,051	27,008,427	22,571,240	(4,437,187)	-16.43%
SUPPLIES & MATERIALS	2,971,430	3,059,692	4,253,092	3,842,031	(411,061)	-9.66%
CAPITAL OUTLAY	4,413,672	4,408,445	6,717,198	8,092,644	1,375,446	20.48%
DEBT SERVICE	5,197,202	5,185,803	5,253,113	5,054,539	(198,574)	-3.78%
OTHER EXPENDITURES	2,682,225	1,899,022	2,661,279	1,813,531	(847,748)	-31.85%
TOTAL EXPENDITURES	\$ 79,690,862	\$ 85,150,414	\$ 94,681,236	\$ 94,539,754	\$ (141,482)	-0.15%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (835,938)	\$ 521,875	\$ (5,095,686)	\$ (6,583,418)	\$ (1,487,732)	29.20%
TOTAL OTHER FINANCING SOURCES (USES)	304,049	3,130,796	1,073,346	60,000	(1,013,346)	-94.41%
NET CHANGE	\$ (531,889)	\$ 3,652,671	\$ (4,022,340)	\$ (6,523,418)	\$ (2,501,078)	62.18%

FULL TIME EQUIVALENTS

437.7

445.5

458.8

466.7

**2019 CROW WING COUNTY
BUDGET**

GOVERNANCE SERVICES - COMBINED

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 501,418	\$ -	\$ -	\$ -	\$ -	-
INTERGOVERNMENTAL	22,168	15,000	15,000	15,000	-	0.00%
CHARGES FOR SERVICES	128,209	138,060	134,000	134,000	-	0.00%
FINES AND FORFEITURES	63,589	91,252	35,000	35,000	-	0.00%
GIFTS AND CONTRIBUTIONS	27,300	21,500	-	-	-	-
MISCELLANEOUS	4,197	2,514	2,500	1,500	(1,000)	-40.00%
TOTAL REVENUES	\$ 746,881	\$ 268,326	\$ 186,500	\$ 185,500	\$ (1,000)	-0.54%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 2,575,122	\$ 2,608,197	\$ 2,830,450	\$ 3,010,856	\$ 180,406	6.37%
SERVICES & CHARGES	629,530	595,441	601,150	646,922	45,772	7.61%
SUPPLIES & MATERIALS	116,381	170,899	120,050	120,500	450	0.37%
CAPITAL OUTLAY	-	65,231	-	-	-	-
OTHER EXPENDITURES	792,896	792,896	792,896	792,896	-	0.00%
TOTAL EXPENDITURES	\$ 4,113,929	\$ 4,232,664	\$ 4,344,546	\$ 4,571,174	\$ 226,628	5.22%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (3,367,048)	\$ (3,964,338)	\$ (4,158,046)	\$ (4,385,674)	\$ (227,628)	5.47%
TOTAL OTHER FINANCING SOURCES (USES)	-	\$ 2,225	-	-	-	-
NET CHANGE	\$ (3,367,048)	\$ (3,962,113)	\$ (4,158,046)	\$ (4,385,674)	\$ (227,628)	5.47%
 FULL TIME EQUIVALENTS	 28.8	 29.4	 32.3	 32.8		

**2019 CROW WING COUNTY
BUDGET
COUNTY COMMISSIONERS**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ -	\$ -	-
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 244,720	\$ 256,515	\$ 271,615	\$ 276,259	\$ 4,644	1.71%
SERVICES & CHARGES	52,328	46,279	55,837	56,595	758	1.36%
SUPPLIES & MATERIALS	528	211	1,300	1,300	-	0.00%
TOTAL EXPENDITURES	\$ 297,576	\$ 303,005	\$ 328,752	\$ 334,154	\$ 5,402	1.64%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (297,576)	\$ (303,005)	\$ (328,752)	\$ (334,154)	\$ (5,402)	1.64%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (297,576)	\$ (303,005)	\$ (328,752)	\$ (334,154)	\$ (5,402)	1.64%
 FULL TIME EQUIVALENTS	 5.0	 5.0	 5.0	 5.0		

**2019 CROW WING COUNTY
BUDGET
CONTRACTED ATTORNEY'S**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
MISCELLANEOUS	\$ 760	\$ 884	\$ -	\$ -	\$ -	-
TOTAL REVENUES	\$ 760	\$ 884	\$ -	\$ -	\$ -	-
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ -	\$ 7,326	\$ 7,732	\$ 8,510	\$ 778	10.06%
SERVICES & CHARGES	296,593	302,451	260,000	275,000	15,000	5.77%
TOTAL EXPENDITURES	\$ 296,593	\$ 309,777	\$ 267,732	\$ 283,510	\$ 15,778	5.89%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (295,833)	\$ (308,893)	\$ (267,732)	\$ (283,510)	\$ (15,778)	5.89%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (295,833)	\$ (308,893)	\$ (267,732)	\$ (283,510)	\$ (15,778)	5.89%

CROW WING COUNTY 2019 BUDGET NARRATIVE

DEPARTMENT NAME: Administration

DEPARTMENT DESCRIPTION: The County Administrator is directly accountable to the County Board under the provisions of Minnesota Statute 375A.06. Under supervision by the County Board, the Administrator is charged with coordinating the various activities of the county and unifying management of its affairs. Primary responsibilities also include oversight of the Senior Management Team, budget preparation and management, and public relations.

GOALS AND OBJECTIVES OBTAINED IN 2018:

- **Protecting our communities**
 - Completing Phase 2 of Law Enforcement Center remodel project on-time and on-budget.
 - Developed and implemented a Strategic Plan for Crow Wing County Community Corrections to identify strategic ways we can improve process, improve outcomes, improve services, and/or reduce costs while serving the primary objective to keep the public safe.
- **Caring for our people**
 - Reduced out of home placement re-entry rates to 8.2% or less with two or fewer children re-entering foster care.
 - Implemented the Yellow Line project to divert people who are arrested but where the primary underlying issue is of a mental health issue from being incarcerated in the County jail. Our goal is to reduce the number of inmates placed in jail for mental health issues by 10%.
 - Increased community dialogue about the needs for a full continuum of care for mental health treatments beds in our community through ongoing public discussion, education efforts through AMC and MACSSA, and discussion with our local legislative delegation. Implementing the Systems of Care model with community partners.
 - Stabilized the number of out-of-home placements of children in need of protection through a community-based engagement process.

- **Strengthening our lakes and trees**
 - Completed the One Watershed One plan for the Pine River Watershed with Cass County.
 - Received a permit for the construction of landfill Cells 5 and 6 to contain Crow Wing County's waste stream in an environmentally responsible and cost effective manner.
- **Keeping our roads safe**
 - Hit our snowplow targets 95% of the time.
 - Implementing our 5-year transportation plan projects for 2018 on-time and on-budget.
 - Delivered a CR 115 preferred geometric alignment for public discussion and subsequent County Board consideration.
- **Deliver excellence to our customers**
 - Scoped update of the county's website to continue to improve 24/7/365 access to county services for county residents and visitors with a particular focus on designing the site to reflect that the majority of users of the site are now accessing it via mobile devices than are accessing it through traditional desktops.
 - Received MN Historical Society grant to update the County Historical Museum. Implement project to do so on-time and on-budget.
 - Delivered a new land-sale module to improve the marketability and sales rate of tax-forfeited properties.
 - Implemented succession plan for upcoming retirement of our Human Resources Director. Hired new HR Director and onboarding/orientation is continuing.
- **Stewards of our money**
 - Continued to closely monitor expenses and producing conservative budget requests. Budget for 2019 heavily influenced by rising rates of meth use and mental health issues, which resulted in the first levy increase in 8 years with a 6.99% levy increase.
 - Completing a Technology Strategic Plan for County Board consideration.
- **Foster organizational excellence**
 - Completing conversion of the new tax CAMA system such that 2019 tax statements are generated by the new system. This has required on-time and on-budget project management of the conversion process. Conversion process has significantly involved staff to transfer data and verify accuracy, while continuing ongoing service delivery needs.
 - Launched data analysis initiative countywide to build skill sets in data analysis around the very large datasets Crow Wing County maintains in order to make better, more data-informed decisions to improve our processes, our results, and/or our customer service. Project will involve identification of existing datasets and their native programming language and

subsequently designing and implementing training around that newly acquired global view for a cohort of employees to specialize their skills in mining “big” data.

- o Completed a county-wide update training to minimize the possibility of sexual harassment in our workplace.

GOALS AND OBJECTIVES TO ACHIEVE IN 2019:

- **Protecting our communities**

- o Complete Phase 2 of Law Enforcement Center remodel project on-time and on-budget.
- o Continue implementation of Strategic Plan for Community Corrections to include completing risk assessment of all probation clients in order to use risk classification to determine appropriate supervision levels and subsequently analyze and review caseload sizes.
- o Complete risk assessments on all probation clients to better ascertain appropriate supervision levels.
- o Continue implementation of the Self-Healing Communities model for “hotspot” neighborhoods within CWC and develop an evaluation framework that can assist in assessing progress and, most importantly early impacts and impacts we may see as emerging as a direct result of this work.

- **Caring for our people**

- o Reduce the number of out of home placements through a strategy of highly engaging local communities we have identified as “hot spot” areas within the County to better understand how we, as a county and group of engaged stakeholders, can support these hot spot communities. Specific targets to focus on providing supports and community encouragement for mental health and chemical dependency issues contributing to family systems breakdowns that are driving out-of-home placements.
- o Conduct a national best-practices review for better coordination of service delivery across all of the disciplines currently contained within CWCCS, including probation. Review should include not only best-practices among counties but should also include some effort to determine best-practices in health care setting to see what can be learned from that.
- o Evaluate the ongoing effectiveness of our Drug and DWI Courts with a focus on the ROI of those approaches compared to alternative service delivery methods in order to recommend a continuation of those efforts, an increase of those efforts, or even a decrease of those efforts in favor of a more effective approach.
- o Evaluate the Yellow Line program, Crossover Youth program, Family Home Visiting program, and Transition Specialist program progress against established metrics.
- o Develop a more active communication and recruitment plan for family foster care in our community.

- **Strengthening our lakes and trees**
 - Begin construction of landfill Cells 5 and 6 to contain Crow Wing County's waste stream in an environmentally responsible and cost effective manner.
 - Develop a comprehensive plan for the future development of the Pequot Lakes Fire Tower asset.
 - Develop and implement a policy and procedure to standardize and institutionalize an improved process for the enforcement of non-compliant land use cases.
- **Keeping our roads safe**
 - Hit our snowplow targets 95% of the time.
 - Implementing our 5-year transportation plan projects for 2019 on-time and on-budget.
 - Deliver real-time snow plowing progress on the county road system during snow events on the county's website.
 - Deliver a CR 115 right-of-way plat that clearly defines the right-of-way easements and acquisitions necessary to keep this project moving forward on a timely basis.
 - Review and evaluate effectiveness of existing Cost Share Participation agreement with municipalities in CWC on shared road projects.
 - Complete an update of the Roadway Access Management Policy.
 - Research and evaluate a citizen communication portal that could be used by citizens to report road issues, e.g. potholes, downed road signs, and so on.
 - Complete update to CWC Road Safety Plan.
- **Deliver excellence to our customers**
 - Complete update of the county's website to continue to improve 24/7/365 access to county services for county residents and visitors with a particular focus on designing the site to reflect that the majority of users of the site are now accessing it via mobile devices than are accessing it through traditional desktops.
 - Complete renovation of the County Historical Museum on-time and on-budget.
 - Complete a national environmental scan of KPI measures used in the public sector and, where appropriate the private sector, to refresh our Managing for Results measures.
 - Implement the Recording software and its integration into the new tax system.
 - Develop a more effective succession planning and talent development program that creates a more robust and effective training and development for all employees of the organization.
- **Stewards of our money**
 - Continue to closely monitor expenses and producing conservative budget requests.
 - Conduct a comprehensive program evaluation of our landfill and recycling program.

- o Implement new payroll and timekeeping system to fully integrate with the Munis financial system and that better meets the organizational recordkeeping requirements to a higher level, especially within the Sheriff's Office and the Highway Dept where time accounting, schedule shifts, overtime considerations, and so on make timekeeping a much more complex function than in most other areas.
- o Evaluate capital planning program to add a component that would more effectively reflect ROI for significant new capital purchases which reflects best practices from both the public and private sector.
- o Develop long range Facilities strategic plan.
- o Evaluate success of facilities shared services agreement with the City of Brainerd.
- o Research and evaluate future trends which we can expect will affect our organization and develop a strategic plan for HR, focusing on the various HR disciplines, to effectively leverage those trends to our organization's maximum benefit.
- o Evaluate benefits plan design and develop a 3-5-10 year plan to develop cost-effective alternatives for CWC and its employees and retirees in order to reduce costs and/or minimize rates of increase and maximize the ROI for all involved.
- **Foster organizational excellence**
 - o Launched data analysis initiative countywide to build skill sets in data analysis around the very large datasets Crow Wing County maintains in order to make better, more data-informed decisions to improve our processes, our results, and/or our customer service. Project will involve identification of existing datasets and their native programming language and subsequently designing and implementing training around that newly acquired global view for a cohort of employees to specialize their skills in mining "big" data.
 - o Scope technology blueprint for the county campus' technology infrastructure and fully integrate into the existing infrastructure blueprints for building structure, electric, plumbing, and so on. Maintain this information through proper documentation of as-builts.
 - o Completing a Technology Strategic Plan for County Board consideration.
 - o Begin research on how CWC can leverage developing trends of deploying artificial intelligence and/or voice-first technologies to perform basic and repetitive functions to free up staff time for other higher-level functions, including the potential deployment of bots to better serve the public in real-time via our website based on a national environmental scan of best practices by other public and, where appropriate, private sector counterparts.
 - o Standardize and implement standardized applicant testing for 25% of CWC positions to improve candidate assessment process.

**2019 CROW WING COUNTY
BUDGET**

ADMINISTRATOR

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ -	\$ -	-
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 290,692	\$ 309,734	\$ 323,800	\$ 342,239	\$ 18,439	5.69%
SERVICES & CHARGES	18,359	19,758	19,688	19,577	(111)	-0.56%
SUPPLIES & MATERIALS	4,046	1,013	2,900	1,200	(1,700)	-58.62%
TOTAL EXPENDITURES	\$ 313,097	\$ 330,505	\$ 346,388	\$ 363,016	\$ 16,628	4.80%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (313,097)	\$ (330,505)	\$ (346,388)	\$ (363,016)	\$ (16,628)	4.80%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (313,097)	\$ (330,505)	\$ (346,388)	\$ (363,016)	\$ (16,628)	4.80%
 FULL TIME EQUIVALENTS	 2.7	 2.7	 2.8	 2.8		

**2019 CROW WING COUNTY
BUDGET
ATTORNEY**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
CHARGES FOR SERVICES	\$ 49,487	\$ 50,561	\$ 55,000	\$ 55,000	\$ -	0.00%
FINES AND FORFEITURES	63,589	91,252	35,000	35,000	-	0.00%
TOTAL REVENUES	\$ 113,076	\$ 141,813	\$ 90,000	\$ 90,000	\$ -	0.00%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 1,838,436	\$ 1,811,625	\$ 2,000,051	\$ 2,136,151	\$ 136,100	6.80%
SERVICES & CHARGES	172,879	183,802	215,759	266,804	51,045	23.66%
SUPPLIES & MATERIALS	53,521	58,109	30,000	30,000	-	0.00%
TOTAL EXPENDITURES	\$ 2,064,836	\$ 2,053,536	\$ 2,245,810	\$ 2,432,955	\$ 187,145	8.33%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (1,951,760)	\$ (1,911,723)	\$ (2,155,810)	\$ (2,342,955)	\$ (187,145)	8.68%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (1,951,760)	\$ (1,911,723)	\$ (2,155,810)	\$ (2,342,955)	\$ (187,145)	8.68%

FULL TIME EQUIVALENTS

18.4

18.9

21.5

22.0

**2019 CROW WING COUNTY
BUDGET**

ATTORNEY'S CONTINGENT

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ -	\$ -	-
<u>EXPENDITURES:</u>						
SERVICES & CHARGES	\$ 2,533	\$ 6,051	\$ 7,500	\$ 7,500	\$ -	0.00%
TOTAL EXPENDITURES	\$ 2,533	\$ 6,051	\$ 7,500	\$ 7,500	\$ -	0.00%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (2,533)	\$ (6,051)	\$ (7,500)	\$ (7,500)	\$ -	0.00%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (2,533)	\$ (6,051)	\$ (7,500)	\$ (7,500)	\$ -	0.00%

**2019 CROW WING COUNTY
BUDGET
VETERAN'S SERVICES**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
INTERGOVERNMENTAL	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	0.00%
GIFTS AND CONTRIBUTIONS	27,300	21,500	-	-	-	-
MISCELLANEOUS	3,437	1,630	2,500	1,500	(1,000)	-40.00%
TOTAL REVENUES	\$ 45,737	\$ 38,130	\$ 17,500	\$ 16,500	\$ (1,000)	-5.71%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 201,274	\$ 222,997	\$ 227,252	\$ 247,697	\$ 20,445	9.00%
SERVICES & CHARGES	30,604	33,430	42,366	21,446	(20,920)	-49.38%
SUPPLIES & MATERIALS	6,723	8,792	11,850	14,000	2,150	18.14%
CAPITAL OUTLAY	-	65,231	-	-	-	-
TOTAL EXPENDITURES	\$ 238,601	\$ 330,450	\$ 281,468	\$ 283,143	\$ 1,675	0.60%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (192,864)	\$ (292,320)	\$ (263,968)	\$ (266,643)	\$ (2,675)	1.01%
TOTAL OTHER FINANCING SOURCES (USES)	-	2,225	-	-	-	-
NET CHANGE	\$ (192,864)	\$ (290,095)	\$ (263,968)	\$ (266,643)	\$ (2,675)	1.01%
 FULL TIME EQUIVALENTS	 2.7	 2.8	 3.0	 3.0		

**2019 CROW WING COUNTY
BUDGET**

APPROPRIATIONS

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 501,418	\$ -	\$ -	\$ -	\$ -	-
INTERGOVERNMENTAL	7,168	-	-	-	-	-
TOTAL REVENUES	\$ 508,586	\$ -	\$ -	\$ -	\$ -	-
<u>EXPENDITURES:</u>						
SERVICES & CHARGES	\$ 2,215	\$ 2,300	\$ -	\$ -	\$ -	-
OTHER EXPENDITURES	792,896	792,896	792,896	792,896	-	0.00%
TOTAL EXPENDITURES	\$ 795,111	\$ 795,196	\$ 792,896	\$ 792,896	\$ -	0.00%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (286,525)	\$ (795,196)	\$ (792,896)	\$ (792,896)	\$ -	0.00%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (286,525)	\$ (795,196)	\$ (792,896)	\$ (792,896)	\$ -	0.00%

**2019 CROW WING COUNTY
BUDGET**

LAW LIBRARY - RESTRICTED

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
CHARGES FOR SERVICES	\$ 74,094	\$ 81,838	\$ 75,000	\$ 75,000	\$ -	0.00%
TOTAL REVENUES	\$ 74,094	\$ 81,838	\$ 75,000	\$ 75,000	\$ -	0.00%
<u>EXPENDITURES:</u>						
SERVICES & CHARGES	\$ 15,045	\$ 250	\$ -	\$ -	\$ -	-
SUPPLIES & MATERIALS	47,949	97,584	70,000	70,000	-	0.00%
TOTAL EXPENDITURES	\$ 62,994	\$ 97,834	\$ 70,000	\$ 70,000	\$ -	0.00%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 11,100	\$ (15,996)	\$ 5,000	\$ 5,000	\$ -	0.00%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ 11,100	\$ (15,996)	\$ 5,000	\$ 5,000	\$ -	0.00%

**2019 CROW WING COUNTY
BUDGET
DRUG & DWI COURT - RESTRICTED**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
CHARGES FOR SERVICES	\$ 4,628	\$ 5,661	\$ 4,000	\$ 4,000	\$ -	0.00%
TOTAL REVENUES	\$ 4,628	\$ 5,661	\$ 4,000	\$ 4,000	\$ -	0.00%
<u>EXPENDITURES:</u>						
SERVICES & CHARGES	\$ 38,974	\$ 1,120	\$ -	\$ -	\$ -	-
SUPPLIES & MATERIALS	3,614	5,190	4,000	4,000	-	0.00%
TOTAL EXPENDITURES	\$ 42,588	\$ 6,310	\$ 4,000	\$ 4,000	\$ -	0.00%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (37,960)	\$ (649)	\$ -	\$ -	\$ -	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (37,960)	\$ (649)	\$ -	\$ -	\$ -	-

**2019 CROW WING COUNTY
BUDGET**

ADMINISTRATIVE SERVICES - COMBINED

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ -	0.00%
LICENSES AND PERMITS	63,301	65,361	63,885	62,035	(1,850)	-2.90%
INTERGOVERNMENTAL	1,815	6,842	5,500	5,500	-	0.00%
CHARGES FOR SERVICES	83,270	65,414	59,550	164,430	104,880	176.12%
INVESTMENTS	4,686	4,071	3,649	3,113	(536)	-14.69%
MISCELLANEOUS	620,001	655,338	638,492	643,907	5,415	0.85%
TOTAL REVENUES	\$ 833,073	\$ 857,026	\$ 831,076	\$ 938,985	\$ 107,909	12.98%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 2,357,955	\$ 2,552,495	\$ 2,692,898	\$ 2,955,408	\$ 262,510	9.75%
SERVICES & CHARGES	2,619,763	2,268,234	2,646,063	2,626,290	(19,773)	-0.75%
SUPPLIES & MATERIALS	485,780	449,110	675,503	567,427	(108,076)	-16.00%
CAPITAL OUTLAY	87,004	113,664	25,037	-	(25,037)	-100.00%
TOTAL EXPENDITURES	\$ 5,550,502	\$ 5,383,503	\$ 6,039,501	\$ 6,149,125	\$ 109,624	1.82%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (4,717,429)	\$ (4,526,477)	\$ (5,208,425)	\$ (5,210,140)	\$ (1,715)	0.03%
TOTAL OTHER FINANCING SOURCES (USES)	13,440	865	-	-	-	-
NET CHANGE	\$ (4,703,989)	\$ (4,525,612)	\$ (5,208,425)	\$ (5,210,140)	\$ (1,715)	0.03%
 FULL TIME EQUIVALENTS	 27.4	 27.4	 28.5	 30.5		

CROW WING COUNTY 2019 BUDGET NARRATIVE

DEPARTMENT NAME: Administrative Services – Financial Services Division

DEPARTMENT DESCRIPTION:

The Financial Services Division, in coordination with Community Services and Highway finance staff, is responsible for ensuring countywide financial integrity, accountability and transparency to the public, County Board and staff. This division provides, coordinates and supports the following countywide functions:

- Accounting Services
- Payroll Services
- Cash & Investment Management
- Financial Reporting
- Capital Improvement Planning
- Annual Budget
- Long Term Financial Planning
- Debt Financing
- Grant-in-Aid Trail Sponsor
- Elections
- Licensing

The division provides a full range of services related to the accounting, financial management and budget planning process for the County. These services include the following:

- **Accounting Services:** The division oversee the countywide daily deposit, invoice processing, journal entries, budget amendments, internal controls management, financial policies, capital asset management, Tyler MUNIS financial accounting system administration, Countywide training on financial systems and reporting.

- **Payroll Services:** An Accounting Technician produces biweekly payroll and submits all Federal and State withholdings and reports, maintains employee files within the Tyler MUNIS payroll system, insurance billing reconciliations, balance sheet reconciliations, W2's and 1095's processing, all other payroll reporting and inquiries.
- **Cash & Investment Management:** A Business Analyst manages cash transactions from daily deposits, Ach transactions through the bank, cash reconciliations, banking relationships, investment portfolio with an investment manager, monthly cash flow analysis.
- **Financial Reporting:** The division is responsible for communicating financial matters to the County Board, Administrator and Senior Management Team. The Business Analysts develop the annual Budget Book with the five year Capital Improvement Plan, Long Term Financial Plan (LFTP), Comprehensive Annual Financial Report (CAFR), and the Popular Annual Financial Report (PAFR), and updating and revising all financial policies with approval of the County Board. The analysts also produce all required legal notices on financial statements and the budget setting process, and posting of press releases and publications on the county's website. Both the CAFR and PAFR have been submitted to the National Government Finance Officers Organization (GFOA) for the Certificate of Achievement for Excellence in Financial Reporting and the Award for Outstanding Achievement in Popular Annual Financial Reporting. Crow Wing County has received both of these awards for the last four consecutive years.
- **Capital Improvement Planning:** Business Analysts in the division work with departments to develop a capital improvement plan (CIP) for the current year and five additional years. This plan is developed in order to finance future building, building maintenance, vehicles, and technological improvements. The current year serves as the current year budget for capital. The Highway department also develops a five year Highway Improvement Plan (HIP) that includes all road and bridge infrastructure projects. Both of these plans are included in our annual Budget Book.
- **Annual Budget:** The division works in conjunction with the County Board, Administrator's office, and the Senior Management Team to develop and implement a budget strategy that provides overall direction to departments for the annual budget process. Once completed, The Business Analysts compile this information into our Budget Book, which is submitted to the National Government Finance Officers Organization (GFOA) for the Distinguished Budget Award. Crow Wing County has received this award for the last four consecutive years.

- **Long Term Financial Planning:** The Business Analysts develop a Long Term Financial Plan encompassing at least five years to help maintain long-term fiscal solvency by identifying significant future expenses, liabilities, problems and resources that are not included or recognized in the annual budget. The plan will help to inform current decisions by the County Board based on a long-term perspective.
- **Debt Financing:** The division ensures the County is in compliance with state statutes on long-term debt, the annual debt limit, and in compliance with the County's debt policy in making recommendations on long term financing options.
- **Grant-in-Aid Trail Sponsor:** The division is the sponsor for 15 snowmobile, all-terrain vehicles and cross-country trails throughout the county. Trail clubs report information about their grant and the information is submitted to the state for payment or reimbursement.
- **Elections:** The division is responsible for elections administration of federal, state and local elections and maintenance of the voter registration files for over 40,000 residents in Crow Wing County.
- **Licensing:** The division serves as the licensing center for business licenses such as liquor, beer, auctioneer, gambling, fireworks, transient merchant and precious metal establishments in various areas of the county.

BUDGET HIGHLIGHTS:

FINANCIAL SERVICES BUDGET						
Budget Summary	2016 Actual	2016 Budget	2017 Budget	2018 Budget	% Change 2017 – 2018	\$ Change 2017 - 2018
Revenue Total	123,794	158,550	102,830	111,615	8.5%	8,785
Expenditure Total	<u>1,121,065</u>	<u>1,152,111</u>	<u>954,058</u>	<u>1,239,714</u>	<u>29.9%</u>	<u>285,656</u>
Net Total	997,271	993,561	851,228	1,128,099	32.5%	276,871

The Financial Services budget has a major fluctuation every other year due to the elections cycles. In order to prevent peaks and valleys in the county levy, Finance has implemented an elections levy stabilization strategy, which allows for a stable 4% increase in levy each year. This allows for a fund balance growth in non-election years and a fund balance usage in election years. Since 2018 is an election year, included in the 2018 budget is a fund balance usage of \$127,536 to help smooth the impacts.

FINANCIAL SERVICES FTE'S

Budget Summary	2016 Actual	2016 Budget	2017 Budget	2018 Budget	% Change 2017 – 2018	FTE Change 2017 - 2018
Full Time Equivalents	8.2	N/A*	7.8	6.8	-12.8%	-1

* In the 2016 budget, the Auditor/Treasurer and Finance were budgeted together. Once they were broken out in 2016, our actual was 8.2.

The 2018 personnel budget for Financial Services was reduced by 1 FTE for an Accounting Technician position. This position was primarily responsible for entry of accounts payable. These duties have been redistributed within the department and other departments are doing some entry. This allows the departments to put descriptions that are meaningful to them along with being able to verify the account numbers that they are coding.

**2019 CROW WING COUNTY
BUDGET
FINANCIAL SERVICES**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
LICENSES AND PERMITS	\$ 63,301	\$ 65,361	\$ 63,885	\$ 62,035	\$ (1,850)	-2.90%
CHARGES FOR SERVICES	52,648	42,513	40,730	42,930	2,200	5.40%
TOTAL REVENUES	\$ 115,949	\$ 107,874	\$ 104,615	\$ 104,965	\$ 350	0.33%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 524,935	\$ 596,156	\$ 591,872	\$ 554,083	\$ (37,789)	-6.38%
SERVICES & CHARGES	215,739	229,397	211,328	244,784	33,456	15.83%
SUPPLIES & MATERIALS	14,036	5,356	16,300	5,932	(10,368)	-63.61%
TOTAL EXPENDITURES	\$ 754,710	\$ 830,909	\$ 819,500	\$ 804,799	\$ (14,701)	-1.79%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (638,761)	\$ (723,035)	\$ (714,885)	\$ (699,834)	\$ 15,051	-2.11%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (638,761)	\$ (723,035)	\$ (714,885)	\$ (699,834)	\$ 15,051	-2.11%
 FULL TIME EQUIVALENTS (Includes Elections)	 8.2	 7.6	 6.8	 6.5	 \$ 237,689 21.1%	

**2019 CROW WING COUNTY
BUDGET
ELECTIONS**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
CHARGES FOR SERVICES	\$ 7,844	\$ -	\$ 7,000	\$ 1,500	\$ (5,500)	-78.57%
TOTAL REVENUES	\$ 7,844	\$ -	\$ 7,000	\$ 1,500	\$ (5,500)	-78.57%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 126,677	\$ 97,505	\$ 104,532	\$ 152,391	\$ 47,859	45.78%
SERVICES & CHARGES	183,607	21,034	225,052	38,685	(186,367)	-82.81%
SUPPLIES & MATERIALS	56,071	1,217	61,000	1,000	(60,000)	-98.36%
TOTAL EXPENDITURES	\$ 366,355	\$ 119,756	\$ 390,584	\$ 192,076	\$ (198,508)	-50.82%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (358,511)	\$ (119,756)	\$ (383,584)	\$ (190,576)	\$ 193,008	-50.32%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (358,511)	\$ (119,756)	\$ (383,584)	\$ (190,576)	\$ 193,008	-50.32%

CROW WING COUNTY 2019 BUDGET NARRATIVE

DEPARTMENT NAME: Information Technology

DEPARTMENT DESCRIPTION:

IT creates, manages, maintains and updates programs and data related to technology and technology services to county departments, other public and private entities and the public. Specific functions include:

- Install software programs and provide technical support to county departments that utilize them
- Install and manage all computer hardware and mainframe hardware both centrally located as well as deployed within County departments.
- Train county personnel in how to effectively use technology in a variety of formats and service environments.
- Maintain data integrity of existing databases used by various departments while continually updating data.
- Create, implement, and manage new technology applications as requested by county departments.
- Track and assess new technologies and integrate into county operations as appropriate.
- Maintain and improve the public website and paid subscription services.

GOALS AND OBJECTIVES OBTAINED IN 2018:

- Dual connected to MN.IT for network redundancy on County Campus
- Migrated to SharePoint 2016
- Increased usage of data analytics in departments
- Installed new Tax System
- Implemented new Parcel ID
- Discontinued contract with Marco and provided in-house technical support

GOALS AND OBJECTIVES TO ACHIEVE IN 2019:

- Data Center Enhancements
- Upgrade and redesign Website
- Continue data analytics countywide
- Upgrade phone system
- Start CRM education and County plan
- Start Microsoft Cloud migration

**2019 CROW WING COUNTY
BUDGET
INFORMATION TECHNOLOGY**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
CHARGES FOR SERVICES	\$ 22,778	\$ 22,901	\$ 11,820	\$ -	\$ (11,820)	-100.00%
TOTAL REVENUES	\$ 22,778	\$ 22,901	\$ 11,820	\$ -	\$ (11,820)	-100.00%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 802,002	\$ 890,734	\$ 982,468	\$ 1,011,997	\$ 29,529	3.01%
SERVICES & CHARGES	449,600	488,722	484,839	533,906	49,067	10.12%
SUPPLIES & MATERIALS	12,105	10,969	12,320	12,320	-	0.00%
TOTAL EXPENDITURES	\$ 1,263,707	\$ 1,390,425	\$ 1,479,627	\$ 1,558,223	\$ 78,596	5.31%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (1,240,929)	\$ (1,367,524)	\$ (1,467,807)	\$ (1,558,223)	\$ (90,416)	6.16%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (1,240,929)	\$ (1,367,524)	\$ (1,467,807)	\$ (1,558,223)	\$ (90,416)	6.16%
 FULL TIME EQUIVALENTS	 9.6	 10.6	 11.5	 11.0		
(Includes Information Technology - Committed)						

**2019 CROW WING COUNTY
BUDGET**

INFORMATION TECHNOLOGY - COMMITTED

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ -	\$ -	-
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ -	\$ 21,794	\$ -	\$ -	\$ -	-
SERVICES & CHARGES	145,250	146,052	283,935	294,125	10,190	3.59%
SUPPLIES & MATERIALS	46,678	-	26,000	44,000	18,000	69.23%
CAPITAL OUTLAY	-	62,792	25,037	-	(25,037)	-100.00%
TOTAL EXPENDITURES	\$ 191,928	\$ 230,638	\$ 334,972	\$ 338,125	\$ 3,153	0.94%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (191,928)	\$ (230,638)	\$ (334,972)	\$ (338,125)	\$ (3,153)	0.94%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (191,928)	\$ (230,638)	\$ (334,972)	\$ (338,125)	\$ (3,153)	0.94%

CROW WING COUNTY 2019 BUDGET NARRATIVE

DEPARTMENT NAME: Human Resource Department

DEPARTMENT DESCRIPTION: The human resource department is accountable for the development and execution of programs and services relating to employment, employee and labor relations, compensation and benefits, training and development, risk management, policy and legal compliance. The department services 450 staff members and 1200 applicants annually. The department is comprised of a human resource director, a human resource generalist and a human resource assistant.

GOALS AND OBJECTIVES TO BE OBTAINED IN 2018:

Labor Strategy

Objective: Implement labor strategy in remaining contracts including revised pay plan, PBP matrix and OPEB mitigation plan.

Results: Achieved. Settled open contracts with LELS Deputies, Teamster 346 Licensed and IUOE Highway in alignment with objectives.

Succession Planning

Objective: Recruitment: Manage process for recruitment of HR Director by Q3 2018.

Program Documentation: 1) Labor strategy and key priorities, 2) Compensation strategy and key priorities, 3) Benefit strategy and key priorities, 4) Supervisor resource guides, 5) Administrative guidelines, 6) File maintenance, 7) Departmental assistance process.

Results: In process.

Compensation Plan

Objective: Benchmark CWC job to survey jobs using 2017 survey data. Use analysis to identify any areas that are leading or lagging market and broaden research to assess if adjustments are needed. Report findings to Personnel Committee by no later than the end of Q3.

Results: Achieved

Time and Attendance

Objective: Support finance and payroll in 2018 ExecuTime implementation. Provide quarterly updates.

Results: In process.

Applicant Testing

Objective: Standardize and implement standardized applicant testing for 25% of CWC positions to improve candidate assessment process.

Results: In process. Utilizing Encounter and CritiCall.

eLearning

Objective: Develop eLearning program using purchased programs and custom programs via learning management systems to address mandatory training, developmental training and supervisory training.

Results: Implementation underway.

Sexual Harassment Training

Objective: Deploy an organization-wide sexual harassment training with documented attendance by each employee to establish an affirmative defense to an allegation. Training to be completed by no later than the end of the year.

Results: Achieved. Preventing Harassment and Discrimination eLearning program launched in May 2018.

Onboarding - Orientation

Objective: Develop new onboarding program to include the following: 1) administrative processing, 2) technology orientation, 3) mandatory training, 4) CWC introduction, to be implemented in 2018.

Results: In process.

Department Measures

Objective: Implement key HR analytics to measure HR organizational performance by Q2 end.

Results: Measures identified.

Culture

Objective: Identify programs that promote vision, mission, values and county culture. Incorporate programs into employment experience. Reference, engagement, Insights, Leaders Window, TK Conflict Instrument, etc. Evaluation to be included in quarterly reviews.

Results: In process

Process Improvement

Objective: At least one HR staff participates on a significant process improvement impacting any business unit by gaining access to, analyzing, and making a data-driven decision on at least one large dataset over which we do not currently have the capacity to generate anything other than menu-driven existing reports by year's end.

Results: In process – HR staff member completing data mining training program.

Customer Service

Objective: Increase the number of customer satisfaction surveys received by 10% over 2017 final number by year's end.

Results: In process.

GOALS AND OBJECTIVES TO ACHIEVE IN 2019:

Labor Strategy

Objective: Implement labor strategy in remaining contracts including revised pay plan, PBP matrix and OPEB mitigation plan.

Succession Planning

Objective: Recruitment: Manage transition of HR Director and complete program documentation: 1) Labor strategy and key priorities, 2) Compensation strategy and key priorities, 3) Benefit strategy and key priorities, 4) Supervisor resource guides, 5) Administrative guidelines, 6) File maintenance, 7) Departmental assistance process.

Compensation Plan

Objective: Benchmark CWC job to survey jobs using 2018 survey data. Use analysis to identify any areas that are leading or lagging market and broaden research to assess if adjustments are needed. Report findings to Personnel Committee by no later than the end of Q2.

Recruitment Media

Objective: Develop comprehensive recruiting program, including electronic and print messaging and leverage key county attributes, to optimize candidate pool and time to fill.

Training and Development

Objective: Develop comprehensive training and development program to increase internal talent development, performance and promotability.

Process Improvement

Objective: At least one HR staff participates on a significant process improvement impacting any business unit by gaining access to, analyzing, and making a data-driven decision on at least one large dataset over which we do not currently have the capacity to generate anything other than menu-driven existing reports by year's end.

Customer Service

Objective: Increase the number of customer satisfaction surveys received by 10% over 2018 final number by year's end.

**2019 CROW WING COUNTY
BUDGET**

HUMAN RESOURCES / RISK MANAGEMENT

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
INTERGOVERNMENTAL	\$ 1,815	\$ 6,842	\$ 5,500	\$ 5,500	\$ -	0.00%
MISCELLANEOUS	1,207	1,091	-	-	-	-
TOTAL REVENUES	\$ 3,022	\$ 7,933	\$ 5,500	\$ 5,500	\$ -	0.00%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 342,493	\$ 323,454	\$ 385,175	\$ 372,878	\$ (12,297)	-3.19%
SERVICES & CHARGES	518,190	136,861	160,986	168,924	7,938	4.93%
SUPPLIES & MATERIALS	31,362	22,019	34,150	42,475	8,325	24.38%
TOTAL EXPENDITURES	\$ 892,045	\$ 482,334	\$ 580,311	\$ 584,277	\$ 3,966	0.68%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (889,023)	\$ (474,401)	\$ (574,811)	\$ (578,777)	\$ (3,966)	0.69%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (889,023)	\$ (474,401)	\$ (574,811)	\$ (578,777)	\$ (3,966)	0.69%

FULL TIME EQUIVALENTS

3.0

3.0

3.8

3.4

**2019 CROW WING COUNTY
BUDGET
FACILITIES**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ -	0.00%
CHARGES FOR SERVICES	-	-	-	120,000	120,000	-
MISCELLANEOUS	604,804	628,880	624,240	629,640	5,400	0.87%
TOTAL REVENUES	\$ 664,804	\$ 688,880	\$ 684,240	\$ 809,640	\$ 125,400	18.33%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 551,130	\$ 578,970	\$ 593,921	\$ 807,991	\$ 214,070	36.04%
SERVICES & CHARGES	1,031,369	1,169,288	1,199,731	1,247,206	47,475	3.96%
SUPPLIES & MATERIALS	313,325	362,509	491,231	457,500	(33,731)	-6.87%
CAPITAL OUTLAY	14,442	-	-	-	-	-
TOTAL EXPENDITURES	\$ 1,910,266	\$ 2,110,767	\$ 2,284,883	\$ 2,512,697	\$ 227,814	9.97%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (1,245,462)	\$ (1,421,887)	\$ (1,600,643)	\$ (1,703,057)	\$ (102,414)	6.40%
TOTAL OTHER FINANCING SOURCES (USES)	13,440	865	-	-	-	-
NET CHANGE	\$ (1,232,022)	\$ (1,421,022)	\$ (1,600,643)	\$ (1,703,057)	\$ (102,414)	6.40%
 FULL TIME EQUIVALENTS (Includes Facilities - Committed)	 6.6	 7.5	 7.8	 10.0		

**2019 CROW WING COUNTY
BUDGET
FACILITIES - COMMITTED**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TOTAL REVENUES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 10,718	\$ 20,926	\$ 10,505	\$ 22,150	\$ 11,645	110.85%
SERVICES & CHARGES	-		2,250	-	(2,250)	-100.00%
SUPPLIES & MATERIALS	9,453	42,942	30,302	-	(30,302)	-100.00%
TOTAL EXPENDITURES	<u>\$ 20,171</u>	<u>\$ 63,868</u>	<u>\$ 43,057</u>	<u>\$ 22,150</u>	<u>\$ (20,907)</u>	<u>-48.56%</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>\$ (20,171)</u>	<u>\$ (63,868)</u>	<u>\$ (43,057)</u>	<u>\$ (22,150)</u>	<u>\$ 20,907</u>	<u>-48.56%</u>
TOTAL OTHER FINANCING SOURCES (USES)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE	<u><u>\$ (20,171)</u></u>	<u><u>\$ (63,868)</u></u>	<u><u>\$ (43,057)</u></u>	<u><u>\$ (22,150)</u></u>	<u><u>\$ 20,907</u></u>	<u><u>-48.56%</u></u>

CROW WING COUNTY 2020 BUDGET NARRATIVE



DEPARTMENT NAME: University of Minnesota Extension | Crow Wing County

DEPARTMENT DESCRIPTION: The Crow Wing County Extension Office serves as an “**extension**” of the **University of Minnesota** (U of M), helping **connect community needs and University resources** to address critical issues facing the county and its residents. The County Extension Office is funded by the county and leverages U of M Extension regional and statewide resources that are funded through state and federal funds. Locally administered Extension programs in Crow Wing County include the 4-H Youth Development program and the SNAP-Ed Health & Nutrition Program, as well as a volunteer-driven and led chapters of the U of M state Master Gardener and Master Naturalist programs.

CROW WING COUNTY 4-H. The County Extension Office staffs a 4-H Program Coordinator who works as an advisor to the various local 4-H programs, clubs and volunteers to offer leadership and support to help bring excellent learning experiences to the youth in Crow Wing County 4-H. The 4-H Youth Development program seeks to engage youth in quality learning opportunities that enable them to shape and reach their full potential as active citizens in a global community. Crow Wing County 4-H operates due to unpaid, screened volunteers from the area who lead the 10+ clubs, as well as numerous projects and activities taking place across the county.

HEALTH & NUTRITION. Through the support of Federal funding, the County Extension Office staffs a SNAP-Ed Health & Nutrition Educator who works in the community delivering programs focused on promoting health and reducing disparities. Through in-person cooking classes, partnerships with local agencies and food shelves, and various other educational opportunities,

CROW WING COUNTY EXTENSION PROGRAMS AND RESOURCES



4-H Youth Development

Preparing Youth to Lead & Succeed



Health & Nutrition

Making the healthy choice the easy choice



Customer Service & Program Support

Connecting Community Needs and University Resources



Volunteer Opportunities

Master Naturalists, Master Gardeners, and First Detectors

the Health & Nutrition Program is able to take steps towards improving food literacy, increasing physical activity, and expanding access to healthy foods for area residents.

CUSTOMER SERVICE & PROGRAM SUPPORT. In addition to administering local programs, the County Extension Office also serves as the “front door” to the University of Minnesota, providing residents with access to services and research-based knowledge on a wide range of topics. The County Extension Office staffs a part-time administrative assistant who helps serve as the point of contact for resources including insect identification, soil testing, pesticide safety training, pressure canner testing, and environmental education/resources. Many Crow Wing County residents also participate in state or regional Extension educational offerings such as the U-Lead Advisory Leadership Academy, the Master Naturalist program, the Master Gardener program, and My Minnesota Woods series of educational offerings, among others.

MEANINGFUL VOLUNTEER OPPORTUNITIES LOCALLY. The U of M Extension offers volunteer programs that create a role for citizen-scientists to volunteer in a meaningful way. Ordinary people make significant contributions toward improving and protecting our natural environment. Master Naturalists are trained to be stewards of our natural environment and to teach these skills to others. Master Gardeners are neighbors who volunteer to teach University research-based horticulture information in local communities in order to strengthen their communities, support healthy choices and promote healthier plants for more livable communities. First Detectors are citizen scientists who are trained observers for aquatic invasive species in their communities.



GOALS AND OBJECTIVES **OBTAINED** IN **2018-2019**:

In support of its overarching goal of providing educational opportunities to area residents, the Crow Wing County Extension Office achieved the following objectives in 2018-2019:

4-H Youth Development Program Objectives

- Offered **two new project learning opportunities** to engage youth in new areas and deepen their knowledge, one area was the goat project and another was crafts and fine arts.
- Effort on best practices for project **record-keeping by 4-H youth** resulted in 10% more youth keeping records and turning them in for record judging.
- A goal of increased participation in state 4-H offerings resulted in a team of four youth organizing a team for the Science of Engineering Design Competition in both 2018 and 2019. The **team created a complex machine for a simple action**, which is called a Rube Goldberg machine.
- In an effort to support the club structure, which makes 4-H accessible and available in a place-based way, **quality assessments were conducted** with youth and adult leaders of area clubs. Multiple meetings were offered with these groups to provide learning opportunities on youth leadership, quality structure, and idea generation for deepening learning based on the club structure and existing framework.
- An effort to create a 4-H opportunity and presence on the eastern side of the county included summer 4-H program offerings for 2018 & 2019, and has resulted in a **new 4-H club called the Cuyna Range Miners 4-H Club**, that has 27 enrolled members. Club members have completed multiple community service projects, helped at community events and meet regularly.
- A goal to improve **leadership growth opportunities** for older 4-H youth has resulted in twice as many 4-H youth participating in the Crow Wing County 4-H Ambassadors. This group creates awareness of 4-H and provides community service.
- **Increased partnerships** with schools and new volunteers resulted in a new offering called Girls Who Code. Youth at Brainerd/Baxter Youth Center learn about careers in computer sciences.
- **New after school 4-H** clubs reach new audiences who otherwise wouldn't be able to participate.

2018-2019 GOALS AND OBJECTIVES **OBTAINED** (cont.)



2018-2019 Health & Nutrition Program Objectives

- **Reached 307 low income community members** through 6-week educational workshops or in one-to-one educational opportunities to increase food literacy and cooking skills.
- Over the course of the year, initiated or accomplished **25 projects** focused directly or indirectly on Policy, Systems, and Environmental changes across the region. Some projects included helping Farmers Markets acquire EBT machines for SNAP participants, and/or Market Bucks for extra food, and established a Power of Produce Club for kids. Worked with qualifying area schools on healthy initiatives grant dollars to implement snack carts, after school programming, and summer youth programs. I collaborated with Cub Foods and Essentia Health to help shoppers to find healthier choices with new signage systems at grocery stores.
- Worked with **local food shelves** to develop a new “choice” model for distributing food, which helps to increase access to healthy foods while reducing food waste. Only two more food shelves to go in the area. Providing education on a new concept called “Supershelves” which creates a healthier and dignified experience for clients and volunteers.
- As an **active committee member of Crow Wing Energized**, provided technical support through with U of M Extension curriculae, methods, and resources on various community projects such as community gardens, bike fleets, bike fixing stations, safe walking paths, seed libraries, “Rethink Your Drink” campaigns, healthy eating promotions for elderly, and tobacco reduction, to name a few. Another Policy, Systems, and Environmental change I initiated was with Crow Wing Energized on the “One Vegetable, One Community” effort that the county as a whole can participate in; businesses, schools, food shelves, young and old, etc., to rally around vegetables.

2018-2019 GOALS AND OBJECTIVES OBTAINED (cont.)



Meaningful Volunteer Opportunities Locally

Master Naturalists. Thirty-nine residents of Crow Wing County have been trained as Master Naturalists and two have gone on to be trained as a teacher of other Master Naturalists. Over 3,900 annual volunteer hours were logged providing education and service in Crow Wing County. Master Naturalists supported conservation efforts across the county, including a partnership with Central Lakes College to aide in bird protection by removing chimney swift tower covers, repairing blue bird boxes, filling bird feeders, and checking boxes for nesting activities.

Master Gardeners. Crow Wing County has 53 Master Gardeners, down from 83 in 2015. In 2018 volunteered a total of 4,055 hours preparing, teaching and serving in Crow Wing County on horticulture-related topics such as conserving native species, restoring habitats, protecting native pollinators, conserving water and minimizing runoff, growing sustainable local food, creating climate resilient landscapes, assuring access to green space for all.

New in 2018, all Master Gardeners must have a background check and all new volunteers go through a “Core Course” of 40-hours in-class or online training. Each volunteer agrees to 25 volunteer hours and to take in 5 educational hours each year. In 2018, volunteers taught classes and workshops; answered phone inquiries from county residents concerning horticulture; organized expos, events, field days; and sought any opportunity to teach adults, youth and families.

AIS Detectors. Ten Crow Wing County residents became trained aquatic invasive species (AIS) observers in the first class of the AIS Detectors. These volunteers monitor their Crow Wing County lakes and streams for aquatic invasive species and report any findings to the U of M and the Minnesota DNR.

Community-based Solutions to the Opioid Epidemic. A newly formed U of M Extension Team, the American Indian Resiliency and Recovery Team, has provided workshops for Crow Wing County Health & Human Services on topics of American Indian history and historical trauma; and Adverse Childhood Experiences (ACE’s).



GOALS AND OBJECTIVES TO **ACHIEVE** IN **2020**

The Crow Wing County Extension office seeks to meet its continued goal of providing education opportunities and outreach to area residents through achieving the following goals and objectives:



4-H Youth Development Program Objectives

- In partnership with elementary and middle schools in the county, **grow after-school opportunities from two schools to three** for youth to explore science, technology, engineering and math subjects in out-of-school, non-formal learning time.
- **Increase availability and effectiveness of volunteer recruitment and training** knowing that volunteers are the key to the 4-H success model.
- **Increase youth and volunteer opportunities** with the new 4-H Club, Cuyuna Range Miners.
- **Emphasis on youth in grades 6+** to have increased youth leadership opportunities for planning and mentoring with younger youth.
- **Deepen learning and mastery** by arranging for three new project learning workshops, one parliamentary procedure workshop and increased offerings of STEM.



Health & Nutrition Program Objectives

- **Increase reach** of low income community members in workshops and classes to promote healthy eating and living.
- **Create new partnerships** with fellow agencies to maximize our efforts in the community.
- Focus on new or more **Policy, Systems and Environmental** change projects, working with interested community leaders, organizations, schools and committees to make systemic change happen.
- Provide **Train the Trainer sessions and/or our new Real Life, Good Food Online curriculum** with schools and various agencies. This will expand our reach and will include curriculum for all ages.

**2019 CROW WING COUNTY
BUDGET
EXTENSION**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ -	\$ -	-
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ -	\$ 22,956	\$ 24,425	\$ 33,918	\$ 9,493	38.87%
SERVICES & CHARGES	76,008	76,880	77,942	81,280	3,338	4.28%
SUPPLIES & MATERIALS	2,750	4,098	4,200	4,200	-	0.00%
TOTAL EXPENDITURES	\$ 78,758	\$ 103,934	\$ 106,567	\$ 119,398	\$ 12,831	12.04%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (78,758)	\$ (103,934)	\$ (106,567)	\$ (119,398)	\$ (12,831)	12.04%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (78,758)	\$ (103,934)	\$ (106,567)	\$ (119,398)	\$ (12,831)	12.04%
 FULL TIME EQUIVALENTS	 0.0	 0.5	 0.6	 0.5		

**2019 CROW WING COUNTY
BUDGET**

SMALL CITIES DEVELOPMENT PROGRAM

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
INVESTMENTS	\$ 4,686	\$ 4,071	\$ 3,649	\$ 3,113	\$ (536)	-14.69%
MISCELLANEOUS	13,990	25,367	14,252	14,267	15	0.11%
TOTAL REVENUES	\$ 18,676	\$ 29,438	\$ 17,901	\$ 17,380	\$ (521)	-2.91%
<u>EXPENDITURES:</u>						
SERVICES & CHARGES	\$ -	\$ -	\$ -	\$ 17,380	\$ 17,380	-
CAPITAL OUTLAY	72,562	50,872	-	-	-	-
TOTAL EXPENDITURES	\$ 72,562	\$ 50,872	\$ -	\$ 17,380	\$ 17,380	-
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (53,886)	\$ (21,434)	\$ 17,901	\$ -	\$ (17,901)	-100.00%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (53,886)	\$ (21,434)	\$ 17,901	\$ -	\$ (17,901)	-100.00%

**2019 CROW WING COUNTY
BUDGET**

PUBLIC SAFETY SERVICES - COMBINED

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
LICENSES AND PERMITS	\$ 99,040	\$ 62,968	\$ 61,575	\$ 62,750	\$ 1,175	1.91%
INTERGOVERNMENTAL	787,867	831,952	664,599	799,201	134,602	20.25%
CHARGES FOR SERVICES	2,495,765	3,186,051	3,146,180	2,955,475	(190,705)	-6.06%
GIFTS AND CONTRIBUTIONS	19,583	26,190	-	-	-	-
INVESTMENTS	4,506	4,652	4,000	1,000	(3,000)	-75.00%
MISCELLANEOUS	331,811	433,667	285,550	311,050	25,500	8.93%
TOTAL REVENUES	\$ 3,738,572	\$ 4,545,480	\$ 4,161,904	\$ 4,129,476	\$ (32,428)	-0.78%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 10,532,250	\$ 11,024,780	\$ 11,342,891	\$ 12,247,089	\$ 904,198	7.97%
SERVICES & CHARGES	2,146,429	2,286,835	2,202,208	2,304,260	102,052	4.63%
SUPPLIES & MATERIALS	809,183	857,235	792,972	606,113	(186,859)	-23.56%
CAPITAL OUTLAY	105,519	421,598	252,421	178,961	(73,460)	-29.10%
TOTAL EXPENDITURES	\$ 13,593,381	\$ 14,590,448	\$ 14,590,492	\$ 15,336,423	\$ 745,931	5.11%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (9,854,809)	\$ (10,044,968)	\$ (10,428,588)	\$ (11,206,947)	\$ (778,359)	7.46%
TOTAL OTHER FINANCING SOURCES (USES)	79,025	61,974	-	-	-	-
NET CHANGE	\$ (9,775,784)	\$ (9,982,994)	\$ (10,428,588)	\$ (11,206,947)	\$ (778,359)	7.46%
 FULL TIME EQUIVALENTS (Includes Dispatch)	 134.2	 133.6	 132.7	 134.8		

CROW WING COUNTY 2019 BUDGET NARRATIVE

DEPARTMENT NAME: Sheriff's Office

DEPARTMENT DESCRIPTION:

The Sheriff's Office is run by the Sheriff who is an elected official responsible directly to the people of Crow Wing County. State statutes define the Sheriff's responsibilities and outline the basic expectations of the office. Constituents further define the Sheriff's role by bringing forth the needs of their communities and their desire for service. The divisions of the Sheriff's Office include Patrol, Investigations, E-911 Dispatch, Boat and Water, Jail, Emergency Management and Support. Some divisions contain special units that serve a specific purpose such as Civil Process, Records, Transports and Court Security. The Sheriff's Office is also host to the Lakes Area Drug Investigative Division (LADID) which is a multi-jurisdictional task force that is focused on addressing drug related crime in our communities. In addition to all that, we have a number of specialized teams such as the Bomb Squad, Dive Team, Tactical Team, and the Mounted Patrol. Like LADID, our specialized teams may have members that are from multiple jurisdictions and/or different disciplines. Both the Dive Team and Mounted Patrol are volunteer based. Volunteers also are used in our Chaplaincy and TRIAD programs.

The Crow Wing County Sheriff's Office Jail Division operates a 286 bed direct supervision jail facility opened in 2007 that houses pre-trial and sentenced males and females for up to one year. The facility is currently operating at an approved capacity of 276 inmates with an average daily population of 135 and an average length of stay of 14 days. The jail also holds juveniles for up to 24 hours.

The Sheriff and the Sheriff's staff work to accomplish the following:

- Serve and protect the public 24 hours a day, 7 days a week, 365 days a year.
- Provide emergency service upon request within the county.
- Provide central dispatching of emergency service units within the county.

- Provide for emergency management of citizen notification of imminent danger from events such as storms, nuclear disasters, chemical spills, fire or flooding.
- Warn and direct evacuations in the event of immediate danger to the public.
- Enforce laws enacted for the protection of persons and property.
- Apprehend and confine individuals who violate the laws of our society.
- Maintain the County Jail in a humane and secure manner in accordance with State law, judicial decrees and community standards.
- Provide for the confinement, safekeeping and rehabilitation of jail inmates.
- Patrol Crow Wing County waterways and enforce the law on the water.
- Investigate watercraft and water related incidents, including search and rescue.
- Enforce laws related to recreational vehicles such as snowmobiles and ATVs
- Investigate all non-natural deaths in conjunction with the Coroner.
- Investigate child and domestic abuse cases.
- Investigate internet crimes against children and vulnerable adults.
- Assist agencies on a local, state and federal level pertaining to joint investigations.
- Maintain records related to criminal enforcement.
- Maintain warrant records for those persons wanted in Crow Wing County.
- Transport persons apprehended in other jurisdictions back to Crow Wing County for confinement. Arrange for the extradition of persons arrested in other states.
- Transport convicted prisoners to state institutions.
- Transport juveniles to and from secure facilities within the state.
- Transport, mentally ill, mentally incompetent and civilly committed persons to hospitals and state institutions.
- Conduct all background checks and liquor licenses submitted within Crow Wing County.
- Maintain equipment and vehicles necessary to provide such services.
- Serve civil and criminal processes and handle matters such as wage levies and mortgage foreclosure sales.
- Provide courtroom security.
- Monitor the registration of predatory offenders residing in our county. Perform mandated predatory offender checks to insure registration compliance. Conduct POR Community Notification meetings as required.
- Meet state and federal mandates regarding reporting of crimes and other governmental statistics.
- Meet training mandates to stay current on law changes and to maintain law enforcement licenses.

GOALS AND OBJECTIVES OBTAINED IN 2018:

Staffing:

Staffing was an on-going challenge in all divisions in 2018.

Our 2018 budget included the addition of two new positions – Investigator and Deputy. Both positions were identified in previous budget analysis as needed to sustain viability in each of their respective areas. The addition of a Lead Investigator in January of 2018 proved to be invaluable from the start; rounding out our team and helping to provide direct leadership in organization and planning of our drug investigations. The new Deputy position allowed us to return to the model of having a full-time veteran officer working in Boat and Water. The position was filled in time to assist in the selection and training of our seasonal staff that spring and to help maintain consistency in our services year-round.

Staff turnover resulting from resignations, retirements and assisted departures kept all divisions heavily engaged in recruitment, testing, interviewing, backgrounding, hiring and training throughout all of 2018. There were approximately 25 new hires across our entire operation. There were also several reassignments/promotions.

Recruitment has been an ongoing challenge for our operation. In response, a Recruitment and Retention Team was established within the jail division. Together they worked on brainstorming how to increase awareness of the opportunities that are present in the correctional field. Working with Red House Media, the team helped create a recruitment video. The new video is expected to be used in the coming year to help increase interest in the profession of corrections.

In anticipation of the hiring that would occur, our office worked to revamp the Field Training process for our licensed staff. Through a series of facilitated discussions, we developed an updated curriculum and standardized expectations. The new program was ready to be deployed by the fall of 2018.

Training:

In addition to the training of new staff, multiple staff have trained in areas of data practices, leadership, civil process, active shooter response and investigative techniques just to name a few. Training continues to be a high priority for this administration and staff are encouraged to expand themselves beyond the on-going training that is mandated each year.

Facilities:

Phase 1 of the LEC remodel was completed in the first quarter of 2018. Members of Support, Patrol, EMO and Administration were all moved into their respective areas. The new design has been well received. It includes an expanded squad room with seating for all deputies and an office for our Patrol Sergeants that is nearby. Natural lighting provides a comfortable environment for all that work in that area. Improvements have also been made to the areas utilized by our Support. Records is now adjacent to the front lobby and the front desk is easily accessible to them. Our use of Carousel was expanded to the Civil Process unit who use it to keep track of on-going team commitments and to communicate important time-sensitive information to licensed staff who are providing Civil Services in the field.

The remainder of the building remodel project and the start of Phase 2 until took place mid-summer of 2018. Demolition of the old jail continued through most of the fall. Weekly contractor meetings helped to keep the process moving forward and allowed for universal discussion regarding any challenges that presented. The buildout of Phase 2 pushed is expected to be completed in 2019, with Phase 3 to follow in 2020.

Detention:

Our revenues were severely impacted by the decrease in our DOC inmate population. Exasperating the challenge, an increase in housing of local offenders hampered our ability to commit beds to out of county holds. In 2017, our monthly average for DOC inmates was 74. By the end of 2018 our average was down to just under 48, which only emphasizes our concerns going into the 2018 budget process.

Bomb Squad:

As a state resource, our bomb squad was deployed to Minneapolis for Super Bowl LII. The experience provided the team with invaluable training regarding planning and logistics regarding high-profile large-scale events.

GOALS AND OBJECTIVES TO ACHIEVE IN 2019:

The Crow Wing County Sheriff's Office is committed to operating within the parameters outlined in our 2019 budget request. Doing so will require diligent attention to expenses, continual striving for increased efficiencies, and remaining alert for opportunities to enhance our non-levy revenue streams. It should be noted that law enforcement in general is not a money making revenue stream for our county and cannot be expected to provide any significant contribution to the county's overall revenue.

Staffing:

With the retirement of our Sheriff and Chief Deputy, we know that we will have a new Chief Law Enforcement Officer sworn in on January 7, 2019. We expect there may be some restructuring that will occur under the new leadership. While much of what may be desirable cannot be predicted at this time, our request for 2019 anticipates the need to backfill up to two licensed positions.

Training:

The Minnesota Sheriff's Association (MSA) hosts training for newly elected Sheriff's and their Chief Deputies. The training is important in that it helps to prepare a new Sheriff for many of the demands/expectations that are put on his position. Likewise, training will be important for all new and existing staff if we are to continue to provide the level of service needed to meet the demands of those we serve. As in the past, requests for out of state training and conference attendance will be strictly monitored in all divisions.

Rebranding:

Our budget contains a number of expenses related to the rebranding that will need to occur when the current Sheriff steps down. Letterhead, business cards and forms will all require updating. Signage will also need to be addressed.

Facilities:

In 2019, Phase 2 of the building remodel should be brought to fruition. The completion of this segment will allow us to move our Investigators into their new location. Evidence will be moved downstairs. We will also be able to equip the new Emergency Operations Center.

Detention:

Our DOC population continues to be down. Legislative changes are lowering state inmate populations while, at the same time, increasing our local population; the latter of which tend to be staying for greater lengths of time pending sentencing. Compounding the problem still further, new facilities being built across the state are expected to minimize opportunities for out-of-county holds; holds that have been used to fill beds when our own population numbers allows for that.

At the time of our submission, our average DOC population was approximately 52 per month. Our initial recommendation was to budget revenues based on 55. *We were encouraged to move that number to 65 to help meet the County's overall budget objectives.* Against our recommendations our 2019 budget request was submitted with the more optimistic revenue numbers for the jail.

As 2018 progressed, our numbers continued to plummet with monthly counts as follows –

2018

Oct - 42

Nov – 34

Dec - 31

2019

Jan - 24

Feb - 27

It should be noted that these numbers are only those for our DOC inmate population. Our jail staff continue to partner with other agencies to house their inmates whenever our own population numbers will allow. Short-term opportunities, such as providing housing for those that are currently under construction, have already been identified and are expected to be beneficial to our bottom line.

The Sheriff and his administration believe, that the jail should not and cannot be counted on to serve as an on-going source of revenue for the county. We believe this revenue source should be restructured and look forward to discussing the possibilities.

**2019 CROW WING COUNTY
BUDGET
PATROL**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
INTERGOVERNMENTAL	\$ 93,212	\$ 110,064	\$ 80,650	\$ 92,383	\$ 11,733	14.55%
CHARGES FOR SERVICES	13,034	14,024	17,600	18,600	1,000	5.68%
MISCELLANEOUS	22,086	17,908	31,450	31,450	-	0.00%
TOTAL REVENUES	\$ 128,332	\$ 141,996	\$ 129,700	\$ 142,433	\$ 12,733	9.82%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 4,011,560	\$ 4,022,221	\$ 4,052,216	\$ 4,500,070	\$ 447,854	11.05%
SERVICES & CHARGES	258,235	249,471	246,124	233,730	(12,394)	-5.04%
SUPPLIES & MATERIALS	293,281	334,597	217,684	151,099	(66,585)	-30.59%
CAPITAL OUTLAY	11,269	11,075	-	-	-	-
TOTAL EXPENDITURES	\$ 4,574,345	\$ 4,617,364	\$ 4,516,024	\$ 4,884,899	\$ 368,875	8.17%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (4,446,013)	\$ (4,475,368)	\$ (4,386,324)	\$ (4,742,466)	\$ (356,142)	8.12%
TOTAL OTHER FINANCING SOURCES (USES)	47,583	40,610	-	-	-	-
NET CHANGE	\$ (4,398,430)	\$ (4,434,758)	\$ (4,386,324)	\$ (4,742,466)	\$ (356,142)	8.12%
 FULL TIME EQUIVALENTS	 48.5	 48.4	 46.7	 48.8		

**2019 CROW WING COUNTY
BUDGET
INVESTIGATIONS**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
INTERGOVERNMENTAL	\$ 38,082	\$ 18,390	\$ -	\$ -	\$ -	-
MISCELLANEOUS	8,208	11,768	8,100	10,100	\$ 2,000	24.69%
TOTAL REVENUES	\$ 46,290	\$ 30,158	\$ 8,100	\$ 10,100	\$ 2,000	24.69%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 765,175	\$ 846,513	\$ 982,077	\$ 1,028,335	\$ 46,258	4.71%
SERVICES & CHARGES	230,570	238,600	212,666	197,842	(14,824)	-6.97%
SUPPLIES & MATERIALS	57,829	72,572	98,401	57,451	(40,950)	-41.62%
TOTAL EXPENDITURES	\$ 1,053,574	\$ 1,157,685	\$ 1,293,144	\$ 1,283,628	\$ (9,516)	-0.74%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (1,007,284)	\$ (1,127,527)	\$ (1,285,044)	\$ (1,273,528)	\$ 11,516	-0.90%
TOTAL OTHER FINANCING SOURCES (USES)	1,309	5,394	-	-	-	-
NET CHANGE	\$ (1,005,975)	\$ (1,122,133)	\$ (1,285,044)	\$ (1,273,528)	\$ 11,516	-0.90%
 FULL TIME EQUIVALENTS	 7.5	 8.3	 9.0	 9.0		

**2019 CROW WING COUNTY
BUDGET
OPERATIONS**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
INTERGOVERNMENTAL	\$ 161,938	\$ 190,721	\$ 127,125	\$ 234,994	\$ 107,869	84.85%
CHARGES FOR SERVICES	30,800	28,875	25,000	37,500	12,500	50.00%
MISCELLANEOUS	20,731	52,525	21,000	22,000	1,000	4.76%
TOTAL REVENUES	\$ 213,469	\$ 272,121	\$ 173,125	\$ 294,494	\$ 121,369	70.10%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 100,430	\$ 104,223	\$ 105,799	\$ 112,489	\$ 6,690	6.32%
SERVICES & CHARGES	109,638	99,803	118,926	107,864	(11,062)	-9.30%
SUPPLIES & MATERIALS	26,521	95,330	90,727	14,604	(76,123)	-83.90%
CAPITAL OUTLAY	67,770	51,944	184,256	178,961	(5,295)	-2.87%
TOTAL EXPENDITURES	\$ 304,359	\$ 351,300	\$ 499,708	\$ 413,918	\$ (85,790)	-17.17%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (90,890)	\$ (79,179)	\$ (326,583)	\$ (119,424)	\$ 207,159	-63.43%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (90,890)	\$ (79,179)	\$ (326,583)	\$ (119,424)	\$ 207,159	-63.43%
 FULL TIME EQUIVALENTS	 1.0	 1.0	 1.0	 1.0		

**2019 CROW WING COUNTY
BUDGET
SUPPORT**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
LICENSES AND PERMITS	\$ 96,090	\$ 62,968	\$ 61,575	\$ 62,750	\$ 1,175	1.91%
INTERGOVERNMENTAL	310,809	328,951	308,000	323,000	15,000	4.87%
CHARGES FOR SERVICES	228,715	213,636	237,000	221,500	(15,500)	-6.54%
GIFTS AND CONTRIBUTIONS	2,000	2,750	-	-	-	-
MISCELLANEOUS	5,143	3,141	-	2,500	2,500	-
TOTAL REVENUES	\$ 642,757	\$ 611,446	\$ 606,575	\$ 609,750	\$ 3,175	0.52%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 1,043,306	\$ 1,301,637	\$ 1,323,306	\$ 1,431,607	\$ 108,301	8.18%
SERVICES & CHARGES	176,428	273,013	304,174	308,588	4,414	1.45%
SUPPLIES & MATERIALS	85,751	66,491	75,779	83,311	7,532	9.94%
TOTAL EXPENDITURES	\$ 1,305,485	\$ 1,641,141	\$ 1,703,259	\$ 1,823,506	\$ 120,247	7.06%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (662,728)	\$ (1,029,695)	\$ (1,096,684)	\$ (1,213,756)	\$ (117,072)	10.68%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (662,728)	\$ (1,029,695)	\$ (1,096,684)	\$ (1,213,756)	\$ (117,072)	10.68%
 FULL TIME EQUIVALENTS	 13.5	 12.9	 13.0	 13.0		

**2019 CROW WING COUNTY
BUDGET**

JAIL

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
CHARGES FOR SERVICES	\$ 2,223,216	\$ 2,929,516	\$ 2,866,580	\$ 2,677,875	\$ (188,705)	-6.58%
GIFTS AND CONTRIBUTIONS	900	-	-	-	-	-
MISCELLANEOUS	212,035	276,791	225,000	245,000	20,000	8.89%
TOTAL REVENUES	\$ 2,436,151	\$ 3,206,307	\$ 3,091,580	\$ 2,922,875	\$ (168,705)	-5.46%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 4,607,332	\$ 4,748,873	\$ 4,879,493	\$ 5,174,588	\$ 295,095	6.05%
SERVICES & CHARGES	1,281,036	1,344,122	1,237,965	1,350,545	112,580	9.09%
SUPPLIES & MATERIALS	285,874	234,300	305,331	294,648	(10,683)	-3.50%
TOTAL EXPENDITURES	\$ 6,174,242	\$ 6,327,295	\$ 6,422,789	\$ 6,819,781	\$ 396,992	6.18%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (3,738,091)	\$ (3,120,988)	\$ (3,331,209)	\$ (3,896,906)	\$ (565,697)	16.98%
TOTAL OTHER FINANCING SOURCES (USES)	30,133	15,970	-	-	-	-
NET CHANGE	\$ (3,707,958)	\$ (3,105,018)	\$ (3,331,209)	\$ (3,896,906)	\$ (565,697)	16.98%
 FULL TIME EQUIVALENTS	 63.7	 63.0	 63.0	 63.0		

**2019 CROW WING COUNTY
BUDGET**

ENHANCED 911 - RESTRICTED

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
INTERGOVERNMENTAL	\$ 183,826	\$ 183,826	\$ 148,824	\$ 148,824	\$ -	0.00%
INVESTMENTS	4,506	4,652	4,000	1,000	(3,000)	-75.00%
TOTAL REVENUES	\$ 188,332	\$ 188,478	\$ 152,824	\$ 149,824	\$ (3,000)	-1.96%
<u>EXPENDITURES:</u>						
SERVICES & CHARGES	\$ 69,067	\$ 65,476	\$ 82,353	\$ 105,691	\$ 23,338	28.34%
SUPPLIES & MATERIALS	25,984	5,619	5,050	5,000	(50)	-0.99%
CAPITAL OUTLAY	20,780	358,579	68,165	-	(68,165)	-100.00%
TOTAL EXPENDITURES	\$ 115,831	\$ 429,674	\$ 155,568	\$ 110,691	\$ (44,877)	-28.85%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 72,501	\$ (241,196)	\$ (2,744)	\$ 39,133	\$ 41,877	-1526.13%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ 72,501	\$ (241,196)	\$ (2,744)	\$ 39,133	\$ 41,877	-1526.13%

**2019 CROW WING COUNTY
BUDGET
LAND SERVICES - COMBINED**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 200,465	\$ 153,216	\$ 156,893	\$ 75,000	\$ (81,893)	-52.20%
SPECIAL ASSESSMENTS	595,190	596,631	595,000	597,000	2,000	0.34%
LICENSES AND PERMITS	889,516	1,570,522	1,011,150	1,064,000	52,850	5.23%
INTERGOVERNMENTAL	930,853	1,174,304	830,531	872,085	41,554	5.00%
CHARGES FOR SERVICES	3,393,231	3,399,341	3,286,500	3,475,000	188,500	5.74%
INVESTMENTS	233,847	170,095	220,000	185,000	(35,000)	-15.91%
MISCELLANEOUS	915,807	1,109,488	588,850	947,625	358,775	60.93%
TOTAL REVENUES	\$ 7,158,909	\$ 8,173,597	\$ 6,688,924	\$ 7,215,710	\$ 526,786	7.88%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 3,720,292	\$ 3,985,911	\$ 4,075,114	\$ 4,441,205	\$ 366,091	8.98%
SERVICES & CHARGES	2,587,864	2,636,973	2,705,627	2,889,030	183,403	6.78%
SUPPLIES & MATERIALS	232,124	250,360	362,008	263,250	(98,758)	-27.28%
CAPITAL OUTLAY	563,801	345,087	2,506,351	5,177,609	2,671,258	106.58%
OTHER EXPENDITURES	1,362,372	1,103,449	1,856,133	1,007,385	(848,748)	-45.73%
TOTAL EXPENDITURES	\$ 8,466,453	\$ 8,321,780	\$ 11,505,233	\$ 13,778,479	\$ 2,273,246	19.76%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (1,307,544)	\$ (148,183)	\$ (4,816,309)	\$ (6,562,769)	\$ (1,746,460)	36.26%
TOTAL OTHER FINANCING SOURCES (USES)	(30,132)	(5,694)	(43,000)	-	43,000	-100.00%
NET CHANGE	\$ (1,337,676)	\$ (153,877)	\$ (4,859,309)	\$ (6,562,769)	\$ (1,703,460)	35.06%
 FULL TIME EQUIVALENTS	 48.7	 48.2	 51.1	 51.3		

CROW WING COUNTY 2019 BUDGET NARRATIVE

DEPARTMENT NAME: Land Services: Three Units: Assessing Services, Customer Services, Environmental Services

DEPARTMENT DESCRIPTION: *The Land Services Department is committed to providing excellent customer service to the customers that interact with the department. Three distinct units make up the department.*

Unit Description: Assessing Services: To provide a uniform, correct level of assessment of all property in Crow Wing County for property tax purposes. We must give customers excellent customer service to ensure they have a good understanding of the assessment process. The County has approximately 83,000 parcels. According to requirements established by MN Statutes, we are required to appraise all new construction every year and review all properties at least once every five years. Crow Wing County will continue to meet this standard.

GOALS AND OBJECTIVES COMPLETED IN 2018:

1. Excellent customer service.
2. Brought CAMA conversion process moving from MCIS to Tyler Technologies, to 95% completion.
3. Remain committed to a consistent quintile review to be the basis of our assessment practice.

GOALS AND OBJECTIVES TO ACHIEVE IN 2019:

- Deliver excellence to our customers.
- Complete CAMA conversion process moving from MCIS to Tyler Technologies.
- Stewards of the resources provided by the taxpayers.
- Meet budget targets for revenues and expenditures.

*Unit Description: **Customer Services:*** Responsible for processing thousands of transactions for customers, including, but not limited to Parcel Consolidation, Lot Splits, Tax Payments, Homestead Applications, Permits, Document Recording, Birth Certificates, Marriage Certificates, Death Certificates, Marriage Licenses, Notary Registration and Ordination Registration. Serves as the vital records registrar. This includes birth, death and marriage records, marriage licenses, notary and ministerial registrations. They are also responsible for providing protection and public notice by recording, indexing, maintaining and displaying records of legal documents that affect real estate or personal property. In addition, customer services serves as the Registrar of Titles and examines Torrens documents presented for recording to determine if they meet the legal requirements for transfer and maintenance/creation of certificates of title.

GOALS AND OBJECTIVES COMPLETED IN 2018:

1. Streamlined the document recording process to provide better customer service.
2. Achieved over 98% positive customer feedback rating.

GOALS AND OBJECTIVES TO ACHIEVE IN 2019:

- Continue to promote electronic recording on all documents.
- Streamline processes to achieve greater work efficiencies and better customer service.
- Achieve a 95% positive customer feedback rating.
- Implement new Eagle Recording Software.

Unit Description: **Environmental Services:** Responsible for addressing, land subdivisions, land use permits, shore land alteration permits, septic systems, solid waste management, storm water management, surveying and water planning. Environmental Services also provides planning and zoning administration to Crosslake. Forestry and Recreation area is responsible for managing 105,000 +/- acres of County administered natural resource lands employing professional natural resource management standards and techniques consistent with policies adopted by the County Board and State Law. The County has a fiduciary responsibility to the tax forfeited trust to maximize revenues from said lands to the benefit of local taxing districts while providing multiple opportunities for a diverse forest user and protecting the long-term sustainability of the forest resources. Sustainable forest management is about striking a balance between economic, social and environmental values in a manner that protects all of these values over time. Also responsible for the management of all tax forfeited properties, including those in urban areas, which require a staffing resources to prepare land sale lists and to resolve such issues as encroachments, garbage, noxious weed growth, abandoned structures and liability issues. Ongoing related task also include administering annual auction sale of tax forfeit parcels, and direct sales, purchases and land exchanges, which require multiple steps to comply with state statutes. The division administers six budget funds: Forfeited Tax Sale Fund, Grants, and Timber Development, Parks, Parks Reserve Fund, and Weed & Seed.

Solid Waste area is responsible for coordinating or monitoring planning and design efforts for systems or facilities in relationship with the County's integrated solid waste management program as outlined in the County's Solid Waste Management Plan or as directed by the County Board. Provides technical assistance to cities, townships, organizations, private business and County government in the implementation of the County's integrated solid waste management program which encompasses a broad range of elements; waste reduction, waste education, recycling, yard waste facility, County sanitary landfill, County construction & demolition landfill, closed county landfill, used tires, used electronics, used mattresses, appliances, used oil and lead acid battery program, household hazardous waste and product exchange facility, solid waste ordinance, and unauthorized solid waste disposal.

GOALS AND OBJECTIVES COMPLETED IN 2018:

1. Protected our lakes, rivers and forests.
2. Maintained a zero levy budget for the Land Use Program
3. Worked to complete Pine River Watershed One Watershed One Plan
4. Updated signage on County lands.
5. Coordinated the 2018 AIS plan
6. Updated the Land Use Ordinance
7. Draft agreement being reviewed by state lawyer for closed landfill program
8. Maintained SFI forest certification.
9. Met Annual Timber Harvest, inventory and regeneration goals.

GOALS AND OBJECTIVES TO ACHIEVE IN 2019:

- Protecting our lakes, rivers and forests.
- Update Land Use Ordinance
- Continue to work to complete the Pine River Watershed One Watershed One Plan
- Maintain forest certification to SFI standards.
- Complete updates to Historic Fire Tower park that was acquired in 2018.
- Continue Leachate management testing
- Coordinate the 2019 AIS Plan including hiring of all seasonal staff in house.
- Meet Annual Timber Harvest, inventory and regeneration goals.
- Continue to manage the participation in the existing problem material management program.
- Continue to work with issues as they arise with the MPCA/LOG/SWAA Coalition to minimize the impact to out integrated solid waste system.
- Receive permit modification for Cell 5.
- Complete process for closed landfill program.

**2019 CROW WING COUNTY
BUDGET
ASSESSING SERVICES**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
CHARGES FOR SERVICES	\$ 18,462	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0.00%
MISCELLANEOUS	1,346	4,062	1,500	1,500	-	0.00%
TOTAL REVENUES	\$ 19,808	\$ 24,062	\$ 21,500	\$ 21,500	\$ -	0.00%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 1,284,704	\$ 1,342,898	\$ 1,340,604	\$ 1,347,315	\$ 6,711	0.50%
SERVICES & CHARGES	219,424	147,981	250,000	291,300	41,300	16.52%
SUPPLIES & MATERIALS	10,891	27,441	16,450	16,000	(450)	-2.74%
TOTAL EXPENDITURES	\$ 1,515,019	\$ 1,518,320	\$ 1,607,054	\$ 1,654,615	\$ 47,561	2.96%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (1,495,211)	\$ (1,494,258)	\$ (1,585,554)	\$ (1,633,115)	\$ (47,561)	3.00%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (1,495,211)	\$ (1,494,258)	\$ (1,585,554)	\$ (1,633,115)	\$ (47,561)	3.00%
 FULL TIME EQUIVALENTS	 17.2	 16.0	 16.5	 15.9		

**2019 CROW WING COUNTY
BUDGET
CUSTOMER SERVICES**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
LICENSES AND PERMITS	\$ 11,250	\$ 10,025	\$ 11,000	\$ 10,000	\$ (1,000)	-9.09%
CHARGES FOR SERVICES	480,283	452,288	473,000	469,500	(3,500)	-0.74%
MISCELLANEOUS	3,475	36,719	5,000	5,000	-	0.00%
TOTAL REVENUES	\$ 495,008	\$ 499,032	\$ 489,000	\$ 484,500	\$ (4,500)	-0.92%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 885,248	\$ 1,055,743	\$ 983,411	\$ 1,092,310	\$ 108,899	11.07%
SERVICES & CHARGES	55,734	131,466	103,907	31,780	(72,127)	-69.41%
SUPPLIES & MATERIALS	46,990	20,351	15,000	12,500	(2,500)	-16.67%
TOTAL EXPENDITURES	\$ 987,972	\$ 1,207,560	\$ 1,102,318	\$ 1,136,590	\$ 34,272	3.11%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (492,964)	\$ (708,528)	\$ (613,318)	\$ (652,090)	\$ (38,772)	6.32%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	43,000	43,000	-
NET CHANGE	\$ (492,964)	\$ (708,528)	\$ (613,318)	\$ (609,090)	\$ 4,228	-0.69%
 FULL TIME EQUIVALENTS	 12.9	 13.6	 12.0	 11.0		

**2019 CROW WING COUNTY
BUDGET
ENVIRONMENTAL SERVICES**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
LICENSES AND PERMITS	\$ 406,494	\$ 440,989	\$ 408,000	\$ 400,000	\$ (8,000)	-1.96%
INTERGOVERNMENTAL	80,490	83,501	80,000	80,000	-	0.00%
CHARGES FOR SERVICES	265,956	207,289	240,000	238,000	(2,000)	-0.83%
MISCELLANEOUS	7,625	3,410	-	-	-	-
TOTAL REVENUES	\$ 760,565	\$ 735,189	\$ 728,000	\$ 718,000	\$ (10,000)	-1.37%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 555,200	\$ 565,608	\$ 511,658	\$ 591,421	\$ 79,763	15.59%
SERVICES & CHARGES	77,401	79,552	86,665	84,400	(2,265)	-2.61%
SUPPLIES & MATERIALS	15,275	27,189	36,008	33,500	(2,508)	-6.97%
TOTAL EXPENDITURES	\$ 647,876	\$ 672,349	\$ 634,331	\$ 709,321	\$ 74,990	11.82%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 112,689	\$ 62,840	\$ 93,669	\$ 8,679	\$ (84,990)	-90.73%
TOTAL OTHER FINANCING SOURCES (USES)			-	-	-	-
NET CHANGE	\$ 112,689	\$ 62,840	\$ 93,669	\$ 8,679	\$ (84,990)	-90.73%
 FULL TIME EQUIVALENTS	 6.9	 6.1	 6.7	 6.6		

**2019 CROW WING COUNTY
BUDGET**

AQUATIC INVASIVE SPECIES - RESTRICTED

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
INTERGOVERNMENTAL	\$ 448,676	\$ 445,700	\$ 442,755	\$ 443,109	\$ 354	0.08%
TOTAL REVENUES	\$ 448,676	\$ 445,700	\$ 442,755	\$ 443,109	\$ 354	0.08%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 27,173	\$ 31,797	\$ -	\$ 74,254	\$ 74,254	-
SERVICES & CHARGES	412,203	401,128	452,988	378,300	(74,688)	-16.49%
SUPPLIES & MATERIALS	6,579	9,661	30,500	19,500	(11,000)	-36.07%
CAPITAL OUTLAY	(7,370)		-	-	-	-
TOTAL EXPENDITURES	\$ 438,585	\$ 442,586	\$ 483,488	\$ 472,054	\$ (11,434)	-2.36%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 10,091	\$ 3,114	\$ (40,733)	\$ (28,945)	\$ 11,788	-28.94%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ 10,091	\$ 3,114	\$ (40,733)	\$ (28,945)	\$ 11,788	-28.94%

FULL TIME EQUIVALENTS

0.8

1.4

1.0

1.0

**2019 CROW WING COUNTY
BUDGET
RECREATION - RESTRICTED**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 200,465	\$ 153,216	\$ 156,893	\$ 75,000	\$ (81,893)	-52.20%
INTERGOVERNMENTAL	6,528	283,000	4,100	4,100	-	0.00%
MISCELLANEOUS	74	22	-	-	-	-
TOTAL REVENUES	\$ 207,067	\$ 436,238	\$ 160,993	\$ 79,100	\$ (81,893)	-50.87%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 75,815	\$ 99,823	\$ 86,744	\$ 63,390	\$ (23,354)	-26.92%
SERVICES & CHARGES	261,396	172,834	24,590	26,034	1,444	5.87%
SUPPLIES & MATERIALS	8,021	8,950	45,400	15,400	(30,000)	-66.08%
CAPITAL OUTLAY	229,253	-	-	50,000	50,000	-
TOTAL EXPENDITURES	\$ 574,485	\$ 281,607	\$ 156,734	\$ 154,824	\$ (1,910)	-1.22%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (367,418)	\$ 154,631	\$ 4,259	\$ (75,724)	\$ (79,983)	-1877.98%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (367,418)	\$ 154,631	\$ 4,259	\$ (75,724)	\$ (79,983)	-1877.98%
 FULL TIME EQUIVALENTS	 1.1	 0.8	 0.9	 0.9		

**2019 CROW WING COUNTY
BUDGET
RESOURCE DEVELOPMENT**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
INTERGOVERNMENTAL	\$ 65,008	\$ 65,182	\$ 65,000	\$ 65,000	\$ -	0.00%
TOTAL REVENUES	\$ 65,008	\$ 65,182	\$ 65,000	\$ 65,000	\$ -	0.00%
<u>EXPENDITURES:</u>						
SERVICES & CHARGES	\$ 20,382	\$ 15,250	\$ 34,000	\$ 139,500	\$ 105,500	310.29%
CAPITAL OUTLAY	-	-	250,000	250,000	-	0.00%
TOTAL EXPENDITURES	\$ 20,382	\$ 15,250	\$ 284,000	\$ 389,500	\$ 105,500	37.15%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 44,626	\$ 49,932	\$ (219,000)	\$ (324,500)	\$ (105,500)	48.17%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ 44,626	\$ 49,932	\$ (219,000)	\$ (324,500)	\$ (105,500)	48.17%

**2019 CROW WING COUNTY
BUDGET
FOREST ACCESS ROADS**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
INTERGOVERNMENTAL	\$ -	\$ 61,562	\$ 32,000	\$ 32,000	\$ -	0.00%
TOTAL REVENUES	\$ -	\$ 61,562	\$ 32,000	\$ 32,000	\$ -	0.00%
<u>EXPENDITURES:</u>						
SERVICES & CHARGES	\$ 38,558	\$ 32,868	\$ 30,000	\$ 34,000	\$ 4,000	13.33%
SUPPLIES & MATERIALS	-	1,025	-	-	-	-
TOTAL EXPENDITURES	\$ 38,558	\$ 33,893	\$ 30,000	\$ 34,000	\$ 4,000	13.33%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (38,558)	\$ 27,669	\$ 2,000	\$ (2,000)	\$ (4,000)	-200.00%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (38,558)	\$ 27,669	\$ 2,000	\$ (2,000)	\$ (4,000)	-200.00%

**2019 CROW WING COUNTY
BUDGET
FORFEITED TAX SALE**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
LICENSES AND PERMITS	\$ 469,972	\$ 1,117,508	\$ 590,400	\$ 652,000	\$ 61,600	10.43%
INTERGOVERNMENTAL	63,474	(992)	1,176	45,376	44,200	3758.50%
CHARGES FOR SERVICES	25	765	-	-	-	-
INVESTMENTS	81,590	25,193	75,000	20,000	(55,000)	-73.33%
MISCELLANEOUS	834,553	995,243	503,900	870,400	366,500	72.73%
TOTAL REVENUES	\$ 1,449,614	\$ 2,137,717	\$ 1,170,476	\$ 1,587,776	\$ 417,300	35.65%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 445,639	\$ 465,893	\$ 582,296	\$ 587,647	\$ 5,351	0.92%
SERVICES & CHARGES	106,161	184,245	149,346	106,619	(42,727)	-28.61%
SUPPLIES & MATERIALS	24,608	15,488	112,200	57,200	(55,000)	-49.02%
CAPITAL OUTLAY	69,157	26,234	131,541	111,429	(20,112)	-15.29%
OTHER EXPENDITURES	1,002,326	766,079	1,568,933	732,935	(835,998)	-53.28%
TOTAL EXPENDITURES	\$ 1,647,891	\$ 1,457,939	\$ 2,544,316	\$ 1,595,830	\$ (948,486)	-37.28%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (198,277)	\$ 679,778	\$ (1,373,840)	\$ (8,054)	\$ 1,365,786	-99.41%
TOTAL OTHER FINANCING SOURCES (USES)	-	5,373	-	-	-	-
NET CHANGE	\$ (198,277)	\$ 685,151	\$ (1,373,840)	\$ (8,054)	\$ 1,365,786	-99.41%
 FULL TIME EQUIVALENTS	 4.7	 4.8	 7.5	 6.9		

**2019 CROW WING COUNTY
BUDGET**

LAND BASED UNALLOCATED - RESTRICTED

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
CHARGES FOR SERVICES	\$ 208,989	\$ 214,489	\$ 210,000	\$ 210,000	\$ -	0.00%
MISCELLANEOUS	-	-	10,000	-	(10,000)	-100.00%
TOTAL REVENUES	\$ 208,989	\$ 214,489	\$ 220,000	\$ 210,000	\$ (10,000)	-4.55%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 47,880	\$ 44,769	\$ 39,120	\$ 44,754	\$ 5,634	14.40%
SERVICES & CHARGES	133,514	157,107	224,110	194,034	(30,076)	-13.42%
TOTAL EXPENDITURES	\$ 181,394	\$ 201,876	\$ 263,230	\$ 238,788	\$ (24,442)	-9.29%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 27,595	\$ 12,613	\$ (43,230)	\$ (28,788)	\$ 14,442	-33.41%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ 27,595	\$ 12,613	\$ (43,230)	\$ (28,788)	\$ 14,442	-33.41%
 FULL TIME EQUIVALENTS	 0.5	 0.3	 0.5	 0.5		

**2019 CROW WING COUNTY
BUDGET**

RECORDER'S TECHNOLOGY - RESTRICTED

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
CHARGES FOR SERVICES	\$ 189,990	\$ 194,990	\$ 176,000	\$ 176,000	\$ -	0.00%
TOTAL REVENUES	\$ 189,990	\$ 194,990	\$ 176,000	\$ 176,000	\$ -	0.00%
<u>EXPENDITURES:</u>						
SERVICES & CHARGES	\$ 119,410	\$ 66,816	\$ 96,700	\$ 97,500	\$ 800	0.83%
SUPPLIES & MATERIALS	8,537	13,775	-	-	-	-
CAPITAL OUTLAY	54,360	104,456	-	160,000	160,000	-
TOTAL EXPENDITURES	\$ 182,307	\$ 185,047	\$ 96,700	\$ 257,500	\$ 160,800	166.29%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 7,683	\$ 9,943	\$ 79,300	\$ (81,500)	\$ (160,800)	-202.77%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ 7,683	\$ 9,943	\$ 79,300	\$ (81,500)	\$ (160,800)	-202.77%

**2019 CROW WING COUNTY
BUDGET
ENVIRONMENTAL TRUST**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
INVESTMENTS	\$ 70,545	\$ 36,042	\$ 43,000	\$ 43,000	\$ -	0.00%
TOTAL REVENUES	\$ 70,545	\$ 36,042	\$ 43,000	\$ 43,000	\$ -	0.00%
<u>EXPENDITURES:</u>						
SERVICES & CHARGES	\$ -	\$ 1,486	\$ -	\$ -	\$ -	-
CAPITAL OUTLAY	57,229	57,299	-	-	-	-
TOTAL EXPENDITURES	\$ 57,229	\$ 58,785	\$ -	\$ -	\$ -	-
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 13,316	\$ (22,743)	\$ 43,000	\$ 43,000	\$ -	0.00%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	(43,000)	(43,000)	-	0.00%
NET CHANGE	\$ 13,316	\$ (22,743)	\$ -	\$ -	\$ -	-

**2019 CROW WING COUNTY
BUDGET**

SOLID WASTE (NON-LANDFILL)

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
SPECIAL ASSESSMENTS	\$ 595,190	\$ 596,631	\$ 595,000	\$ 597,000	\$ 2,000	0.34%
INTERGOVERNMENTAL	216,582	221,140	205,500	202,500	(3,000)	-1.46%
CHARGES FOR SERVICES	343,527	349,139	342,500	355,500	13,000	3.80%
MISCELLANEOUS	68,734	70,032	68,450	70,725	2,275	3.32%
TOTAL REVENUES	\$ 1,224,033	\$ 1,236,942	\$ 1,211,450	\$ 1,225,725	\$ 14,275	1.18%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 277,621	\$ 258,304	\$ 353,875	\$ 428,232	\$ 353,410	99.87%
SERVICES & CHARGES	290,450	354,793	519,011	572,082	519,011	100.00%
SUPPLIES & MATERIALS	10,990	5,334	11,350	14,050	11,350	100.00%
CAPITAL OUTLAY	4,750	-	45,000	750,430	45,000	100.00%
OTHER EXPENDITURES	360,046	337,370	287,200	274,450	287,200	100.00%
TOTAL EXPENDITURES	\$ 943,857	\$ 955,801	\$ 1,216,436	\$ 2,039,244	\$ 1,215,971	99.96%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 280,176	\$ 281,141	\$ (4,986)	\$ (813,519)	\$ (808,533)	16216.06%
TOTAL OTHER FINANCING SOURCES (USES)	(30,132)	(11,067)	-	-	-	-
NET CHANGE	\$ 250,044	\$ 270,074	\$ (4,986)	\$ (813,519)	\$ (808,533)	16216.06%
 FULL TIME EQUIVALENTS	 3.1	 5.0	 5.8	 6.0		

**2019 CROW WING COUNTY
BUDGET
LANDFILL**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
LICENSES AND PERMITS	\$ 1,800	\$ 2,000	\$ 1,750	\$ 2,000	\$ 250	14.29%
INTERGOVERNMENTAL	595	595	-	-	-	-
CHARGES FOR SERVICES	1,885,999	1,960,381	1,825,000	2,006,000	181,000	9.92%
INVESTMENTS	81,712	108,860	102,000	122,000	20,000	19.61%
TOTAL REVENUES	\$ 1,970,106	\$ 2,071,836	\$ 1,928,750	\$ 2,130,000	\$ 201,250	10.43%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 121,012	\$ 121,076	\$ 177,406	\$ 211,882	\$ 34,476	19.43%
SERVICES & CHARGES	825,297	872,186	734,310	933,481	199,171	27.12%
SUPPLIES & MATERIALS	100,233	121,146	95,100	95,100	-	0.00%
CAPITAL OUTLAY	156,422	157,098	2,079,810	3,855,750	1,775,940	85.39%
TOTAL EXPENDITURES	\$ 1,202,964	\$ 1,271,506	\$ 3,086,626	\$ 5,096,213	\$ 2,009,587	65.11%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 767,142	\$ 800,330	\$ (1,157,876)	\$ (2,966,213)	\$ (1,808,337)	156.18%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ 767,142	\$ 800,330	\$ (1,157,876)	\$ (2,966,213)	\$ (1,808,337)	156.18%
 FULL TIME EQUIVALENTS	 1.3	 1.5	 2.2	 2.5		

**2019 CROW WING COUNTY
BUDGET
HIGHWAY - COMBINED**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 6,995,740	\$ 8,139,216	\$ 6,970,552	\$ 7,644,114	\$ 673,562	9.66%
INTERGOVERNMENTAL	8,179,313	11,034,932	13,539,418	7,971,070	(5,568,348)	-41.13%
CHARGES FOR SERVICES	780,450	338,009	382,600	376,100	(6,500)	-1.70%
MISCELLANEOUS	94,436	65,171	33,000	28,000	(5,000)	-15.15%
TOTAL REVENUES	\$ 16,049,939	\$ 19,577,328	\$ 20,925,570	\$ 16,019,284	\$ (4,906,286)	-23.45%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 3,053,491	\$ 3,022,703	\$ 3,163,080	\$ 3,228,785	\$ 65,705	2.08%
SERVICES & CHARGES	9,554,551	13,955,783	15,637,282	10,415,852	(5,221,430)	-33.39%
SUPPLIES & MATERIALS	1,254,306	1,282,875	1,602,798	1,585,328	(17,470)	-1.09%
CAPITAL OUTLAY	1,225	4,596	-	7,500	7,500	-
DEBT SERVICE	111,886	112,601	113,130	113,130	-	0.00%
TOTAL EXPENDITURES	\$ 13,975,459	\$ 18,378,558	\$ 20,516,290	\$ 15,350,595	\$ (5,165,695)	-25.18%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 2,074,480	\$ 1,198,770	\$ 409,280	\$ 668,689	\$ 259,409	63.38%
TOTAL OTHER FINANCING SOURCES (USES)	10,271	21,735	(694,787)	(992,213)	(297,426)	42.81%
NET CHANGE	\$ 2,084,751	\$ 1,220,505	\$ (285,507)	\$ (323,524)	\$ (38,017)	13.32%
 FULL TIME EQUIVALENTS	 36.9	 37.1	 37.2	 37.4		

CROW WING COUNTY 2019 BUDGET NARRATIVE

DEPARTMENT NAME: Highway Department

DEPARTMENT DESCRIPTION:

The highway department is currently staffed at 36 employees that are responsible for the construction and maintenance of 625 miles of local secondary roads and 84 bridges. This includes engineering design, construction management, signing, snowplowing, patching potholes, smoothing surfaces, mowing roadsides, cleaning culverts, etc. It also includes the administration of all aspects of the local road system.

Within the County system of roads there are two different categories. There are about 380 miles of County State Aid Highways (CSAH) which are primarily supported by the “gas tax” or what is referred to as the Minnesota Highway Users Tax Distribution Fund made up primarily of gas tax and vehicle license or registration fees. There are also about 180 miles of County Roads (CR) which are supported entirely by local property taxes. In addition to CSAHs and CRs, the highway department is responsible for the maintenance of 64 miles of Town Roads in the Unorganized Territories which are supported by the First and Second Assessment District levy. The highway department is also responsible for maintenance and management of the entire county fleet of nearly 300 vehicles and other pieces of equipment.

The highway department budget has five main revenue sources. These include local property tax (Road and Bridge Levy), state aid (primarily gas tax and vehicle registration fees), federal aid (primarily federal gas tax), intergovernmental transfers (from other agencies and county departments), and Local Option Sales Tax (0.5% tax rate on sales within the County). The local levy has historically accounted for approximately 30% of the highway department’s annual revenue through 2015, but has dropped to an estimated 10% for 2019. The Local Option Sales Tax is expected to provide just over six million dollars in revenue, which is an estimated 24% of overall revenue, to help the Highway Department provide the level of service necessary for safe roadways.

**2019 CROW WING COUNTY
BUDGET
ADMINISTRATION**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 486,186	\$ 473,028	\$ 474,609	\$ 521,109	\$ 46,500	9.80%
INTERGOVERNMENTAL	15,887	15,572	10,410	10,410	-	0.00%
CHARGES FOR SERVICES	48,673	-	50,000	50,000	-	0.00%
MISCELLANEOUS	46,234	38,983	1,000	1,000	-	0.00%
TOTAL REVENUES	\$ 596,980	\$ 527,583	\$ 536,019	\$ 582,519	\$ 46,500	8.68%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 506,866	\$ 475,947	\$ 477,469	\$ 520,427	\$ 42,958	9.00%
SERVICES & CHARGES	33,119	34,766	44,250	47,450	3,200	7.23%
SUPPLIES & MATERIALS	9,674	6,762	16,320	14,300	(2,020)	-12.38%
TOTAL EXPENDITURES	\$ 549,659	\$ 517,475	\$ 538,039	\$ 582,177	\$ 44,138	8.20%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 47,321	\$ 10,108	\$ (2,020)	\$ 342	\$ 2,362	-116.93%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	(747,787)	(1,002,213)	(254,426)	34.02%
NET CHANGE	\$ 47,321	\$ 10,108	\$ (749,807)	\$ (1,001,871)	\$ (252,064)	33.62%
 FULL TIME EQUIVALENTS	 4.6	 4.0	 4.0	 4.0		

**2019 CROW WING COUNTY
BUDGET
MAINTENANCE**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 524,868	\$ 160,541	\$ 142,809	\$ 420,135	\$ 277,326	194.19%
INTERGOVERNMENTAL	1,813,219	2,465,048	2,241,876	1,778,579	(463,297)	-20.67%
CHARGES FOR SERVICES	236,860	13,994	50,600	50,600	-	0.00%
MISCELLANEOUS	27,684	26,188	12,000	12,000	-	0.00%
TOTAL REVENUES	\$ 2,602,631	\$ 2,665,771	\$ 2,447,285	\$ 2,261,314	\$ (185,971)	-7.60%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 1,420,319	\$ 1,410,755	\$ 1,471,727	\$ 1,466,168	\$ (5,559)	-0.38%
SERVICES & CHARGES	613,807	225,682	289,800	77,200	(212,600)	-73.36%
SUPPLIES & MATERIALS	604,223	559,927	683,758	685,758	2,000	0.29%
TOTAL EXPENDITURES	\$ 2,638,349	\$ 2,196,364	\$ 2,445,285	\$ 2,229,126	\$ (216,159)	-8.84%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (35,718)	\$ 469,407	\$ 2,000	\$ 32,188	\$ 30,188	1509.40%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (35,718)	\$ 469,407	\$ 2,000	\$ 32,188	\$ 30,188	1509.40%
 FULL TIME EQUIVALENTS	 18.8	 19.2	 19.0	 19.0		

**2019 CROW WING COUNTY
BUDGET
CONSTRUCTION**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 1,785,495	\$ 817,626	\$ 745,409	\$ 745,409	\$ -	0.00%
INTERGOVERNMENTAL	5,899,558	7,994,513	10,803,100	5,234,750	(5,568,350)	-51.54%
CHARGES FOR SERVICES	189,397	36,177	24,500	23,000	(1,500)	-6.12%
MISCELLANEOUS	20,176	-	20,000	15,000	(5,000)	-25.00%
TOTAL REVENUES	\$ 7,894,626	\$ 8,848,316	\$ 11,593,009	\$ 6,018,159	\$ (5,574,850)	-48.09%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 863,168	\$ 664,375	\$ 719,961	\$ 754,968	\$ 35,007	4.86%
SERVICES & CHARGES	7,511,801	9,550,131	11,452,112	4,617,832	(6,834,280)	-59.68%
SUPPLIES & MATERIALS	10,064	13,162	62,720	62,270	(450)	-0.72%
TOTAL EXPENDITURES	\$ 8,385,033	\$ 10,227,668	\$ 12,234,793	\$ 5,435,070	\$ (6,799,723)	-55.58%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (490,407)	\$ (1,379,352)	\$ (641,784)	\$ 583,089	\$ 1,224,873	-190.85%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	43,000	-	(43,000)	-100.00%
NET CHANGE	\$ (490,407)	\$ (1,379,352)	\$ (598,784)	\$ 583,089	\$ 1,181,873	-197.38%
 FULL TIME EQUIVALENTS	 9.6	 9.9	 10.2	 10.4		

**2019 CROW WING COUNTY
BUDGET
MAINTENANCE SHOP**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 590,184	\$ 660,320	\$ 672,125	\$ 205,490	\$ (466,635)	-69.43%
INTERGOVERNMENTAL	450,649	559,799	484,032	947,331	463,299	95.72%
CHARGES FOR SERVICES	305,520	287,838	257,500	252,500	(5,000)	-1.94%
MISCELLANEOUS	342	-	-	-	-	-
TOTAL REVENUES	\$ 1,346,695	\$ 1,507,957	\$ 1,413,657	\$ 1,405,321	\$ (8,336)	-0.59%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 263,138	\$ 291,992	\$ 308,107	\$ 312,563	\$ 4,456	1.45%
SERVICES & CHARGES	75,928	174,254	162,420	169,658	7,238	4.46%
SUPPLIES & MATERIALS	533,504	703,024	840,000	823,000	(17,000)	-2.02%
CAPITAL OUTLAY	1,225	4,596	-	7,500	7,500	-
DEBT SERVICE	111,886	112,601	113,130	113,130	-	0.00%
TOTAL EXPENDITURES	\$ 985,681	\$ 1,286,467	\$ 1,423,657	\$ 1,425,851	\$ 2,194	0.15%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 361,014	\$ 221,490	\$ (10,000)	\$ (20,530)	\$ (10,530)	105.30%
TOTAL OTHER FINANCING SOURCES (USES)	10,271	21,735	10,000	10,000	-	0.00%
NET CHANGE	\$ 371,285	\$ 243,225	\$ -	\$ (10,530)	\$ (10,530)	-
 FULL TIME EQUIVALENTS	 3.9	 4.0	 4.0	 4.0		

**2019 CROW WING COUNTY
BUDGET
LOCAL OPTION SALES TAX**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 3,609,007	\$ 6,027,701	\$ 4,935,600	\$ 5,751,971	\$ 816,371	16.54%
TOTAL REVENUES	\$ 3,609,007	\$ 6,027,701	\$ 4,935,600	\$ 5,751,971	\$ 816,371	16.54%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ -	\$ 179,634	\$ 185,816	\$ 174,659	\$ (11,157)	-6.00%
SERVICES & CHARGES	1,319,896	3,970,950	3,688,700	5,503,712	1,815,012	49.20%
SUPPLIES & MATERIALS	96,841	-	-	-	-	-
TOTAL EXPENDITURES	\$ 1,416,737	\$ 4,150,584	\$ 3,874,516	\$ 5,678,371	\$ 1,803,855	46.56%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 2,192,270	\$ 1,877,117	\$ 1,061,084	\$ 73,600	\$ (987,484)	-93.06%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ 2,192,270	\$ 1,877,117	\$ 1,061,084	\$ 73,600	\$ (987,484)	-93.06%

**2019 CROW WING COUNTY
BUDGET
COMMUNITY SERVICES - COMBINED**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 5,763,922	\$ 7,485,907	\$ 9,220,099	\$ 10,991,621	\$ 1,771,522	19.21%
SPECIAL ASSESSMENTS	882	-	-	-	-	-
INTERGOVERNMENTAL	13,693,708	14,233,061	15,245,726	15,854,515	608,789	3.99%
CHARGES FOR SERVICES	1,410,414	1,297,290	1,281,319	1,332,729	51,410	4.01%
GIFTS AND CONTRIBUTIONS	17,141	11,000	10,000	10,000	-	0.00%
MISCELLANEOUS	1,079,903	596,808	693,500	796,200	102,700	14.81%
TOTAL REVENUES	\$ 21,965,970	\$ 23,624,066	\$ 26,450,644	\$ 28,985,065	\$ 2,534,421	9.58%
<u>EXPENDITURES:</u>						
PUBLIC AID ASSISTANCE	\$ 9,411,384	\$ 10,346,464	\$ 10,586,206	\$ 12,092,825	\$ 1,506,619	14.23%
PERSONNEL SERVICES	12,719,665	13,523,925	14,097,488	15,189,601	1,092,113	7.75%
SERVICES & CHARGES	1,534,584	1,654,898	1,577,656	1,665,436	87,780	5.56%
SUPPLIES & MATERIALS	150,006	162,506	141,256	168,203	26,947	19.08%
TOTAL EXPENDITURES	\$ 23,815,639	\$ 25,687,793	\$ 26,402,606	\$ 29,116,065	\$ 2,713,459	10.28%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (1,849,669)	\$ (2,063,727)	\$ 48,038	\$ (131,000)	\$ (179,038)	-372.70%
TOTAL OTHER FINANCING SOURCES (USES)	192,205	3,000,000	-	-	-	-
NET CHANGE	\$ (1,657,464)	\$ 936,273	\$ 48,038	\$ (131,000)	\$ (179,038)	-372.70%
 FULL TIME EQUIVALENTS	 161.7	 168.0	 175.0	 179.1		

CROW WING COUNTY 2019 BUDGET NARRATIVE

DEPARTMENT NAME: Income Maintenance Unit (IMU)

DEPARTMENT DESCRIPTION:

IMU -Families, MFIP (Minnesota Family Investment Program), Adults, LTC (Long Term Care), MNSure, Child Care
The focus of the Income Maintenance Teams is to empower the people we serve and assist our customers in gaining self-sufficiency. The IMU teams assess, interview and conduct interviews for applicants. The IMU teams determine eligibility of financial applications for consumer access to: food support, health care, long term care, cash assistance and child care assistance.

GOALS AND OBJECTIVES OBTAINED IN 2018:

- Caring for our people
 - o Improvement in expedited SNAP processing
 - o Identified areas for improvement for healthcare application and renewal processing
 - o Our Child Care caseload is approximately 290 families; the children are in our local day care's. The providers of this service receive dollars from our state grant. This grant keeps parents working toward self-sufficiency as they progress in their employment and/or while they are attending school.
- Deliver excellence to our customers
 - o Implemented cross training for financial workers in program areas
 - o Successful onboarding of new staff due to retirements
- Stewards of our money
 - o Case banks are monitored weekly to help teams and team leaders determine priority work. Looking at the work queues and determining how far out the work is will determine work focus. The work fluctuates

dependent on the time of the year, month and number of verifications turned in, the number of application and number of staff working in each team. See Figure 1 below.

- Foster organizational excellence
 - o Continued refresher training topics at all staff meeting to address audited areas
 - o Creation of Maxis Healthcare team to create efficiencies and accuracy
 - o Implemented additional case reviews to find any trends and gaps in processes and policies
 - o Continued to utilize on-base reporting dashboards

GOALS AND OBJECTIVES TO ACHIEVE IN 2019:

- Caring for our people
 - o Expedited SNAP application within one day – 80%
- Deliver excellence to our customers
 - o Continue to cross train financial workers aligning within teams
 - o Seek assistance from contract trainer in identifying gaps in all areas
- Stewards of our money
 - o Application Processed timely – 90%
 - o Health Care Application timely – 95%
- Foster organizational excellence
 - o Maintain M4R goals
 - o MFIP/DWP Self Support Index – 80%
 - o Work Participate Rate – 50%
 - o High School Graduation Rate –
 - o Wage at Placement - \$10
 - o Exited to Employment Rate – 46%

Figure 1. IMU Weeks Out in Processing

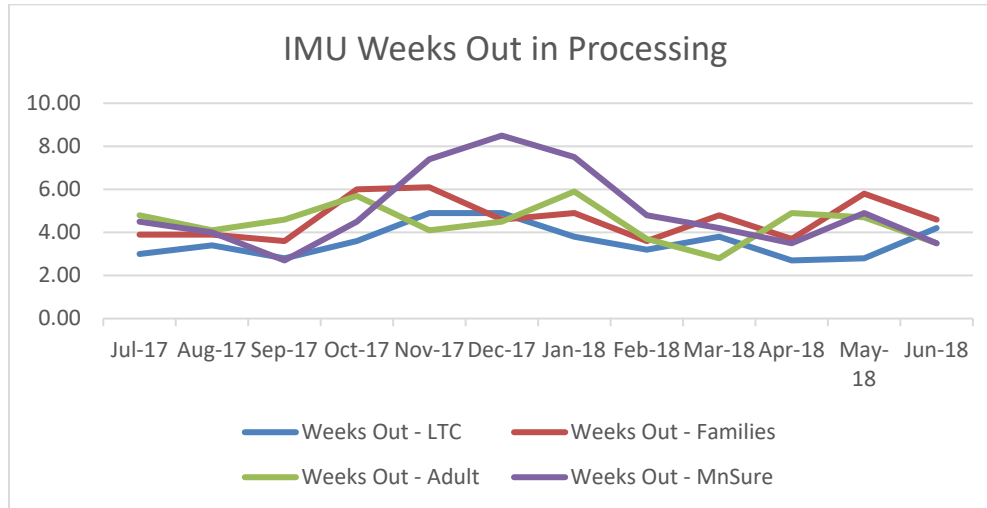


Figure 2. IMU Customer Volume

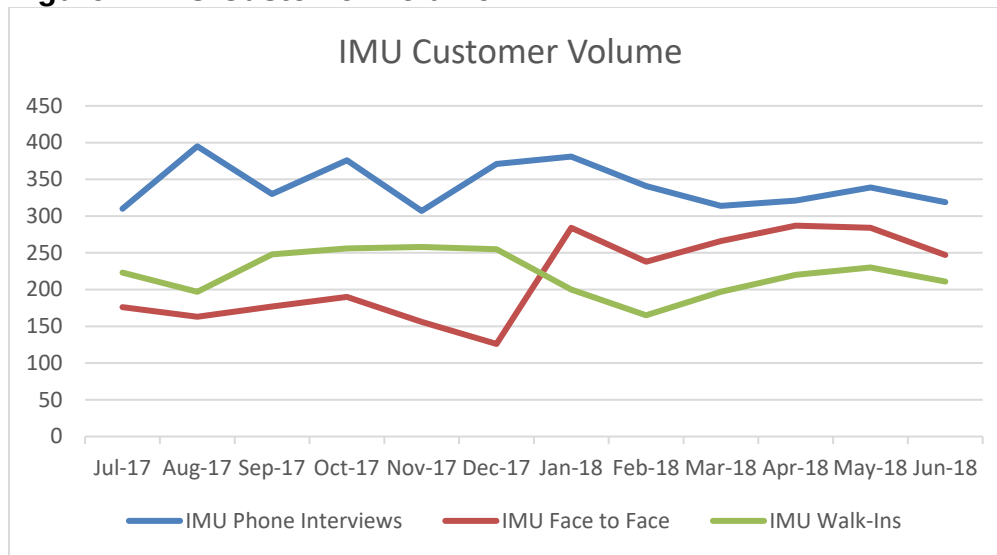


Figure 3. Total Public Assistance Cases

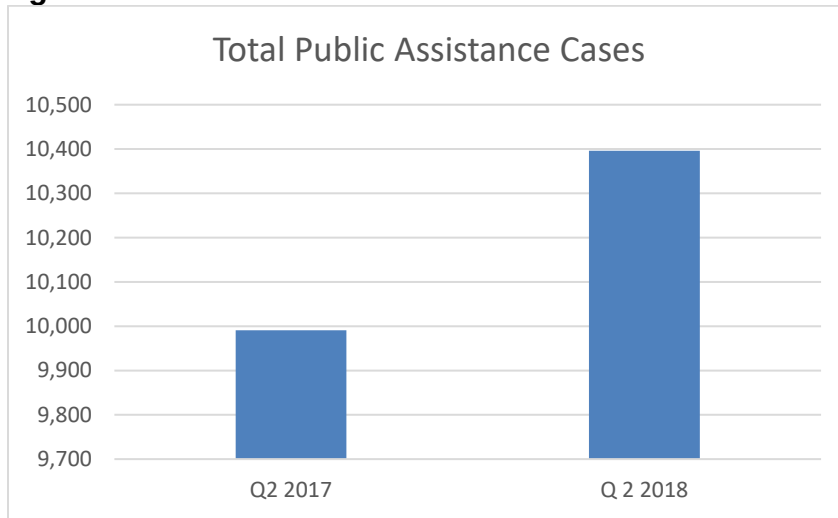
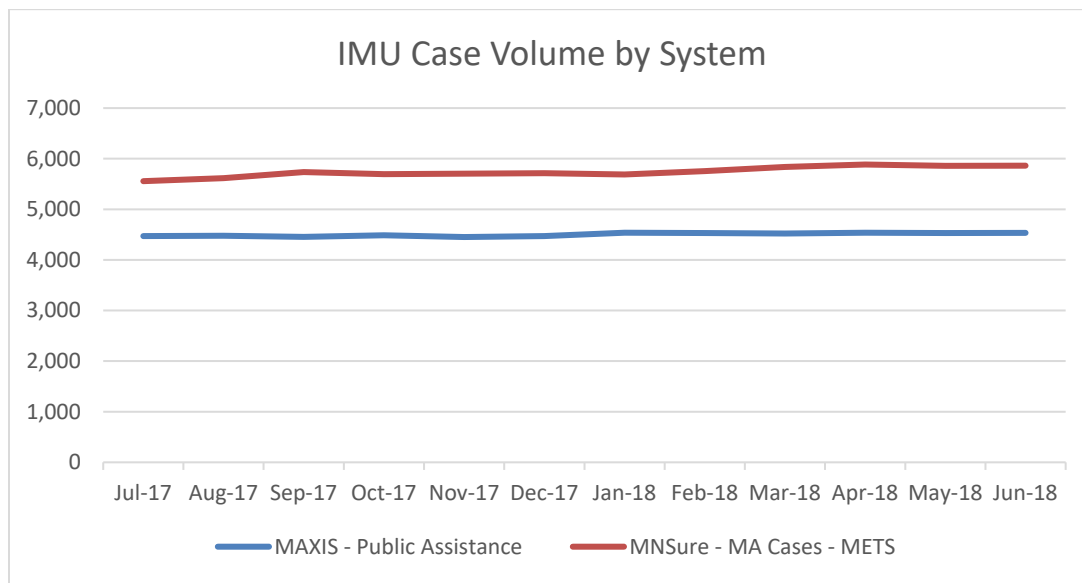


Figure 4. IMU Case Volume by System



CROW WING COUNTY 2019 BUDGET NARRATIVE

DEPARTMENT NAME: Child Support

DEPARTMENT DESCRIPTION:

Every child needs financial and emotional support and every child has the right to support from both parents that benefits children by enforcing parental responsibility for their support. Crow Wing County's child support program obtains and enforces child support orders, assists in the establishment of paternity, and collects and disburses child support which promotes children's well-being and family sufficiency by delivering quality child support services that follow statute and state guidelines. Delivering an up to date child support program assures that we will take advantage and maximize state and federal incentives available.

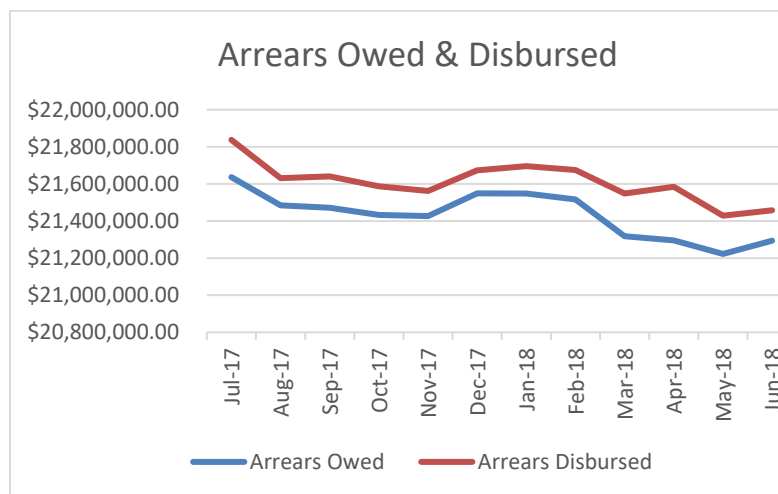
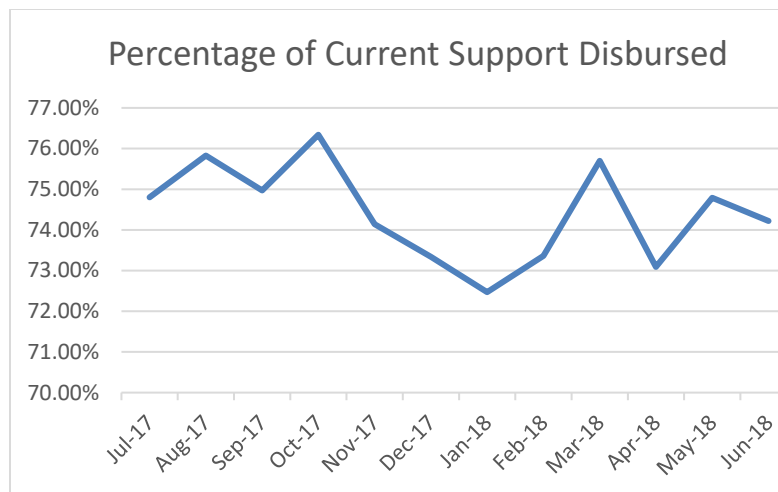
GOALS AND OBJECTIVES OBTAINED IN 2018:

- Deliver excellence to our customers
 - o The current support collection rate is at 74.22% as of June, 2018 and a current collection rate of 75.70% was obtained in March, 2018. This is an increase of 2.03% from January 2017.
 - o The arrears collection rate is continuing to increase. Crow Wing County has been able to utilize arrears forgiveness and closing unenforceable cases. This has allowed our office to focus on collecting money owed to custodial parents and the State of Minnesota and to collect 50% of the federal incentives available for arrears collections.
- Stewards of our money
 - o We maintained full federal incentive money for paternity and establishment cases.
 - o We monitored and modified existing orders to better reflect the parties' current situation making enforcement of orders more consistent.
 - o Cross training in the Support Enforcement Aide team to more effectively manage the workflow.

- Foster organizational excellence
 - o The number of legal actions totaled 570 in 2017.
 - o Partnered with DHS to raise awareness of the issues related to the current child support delivery system.
 - o Fully implemented electronic document management.

GOALS AND OBJECTIVES TO ACHIEVE IN 2019:

- Deliver excellence to our customers
 - o Improve current support collection rate to 76% and maintain 75% for three consecutive months.
 - o Maintain arrears collections to 40% to improve incentive rate.
 - o Continue to provide excellent customer service to our clients, community, and co-workers at an 80% customer satisfaction rate.
 - o Challenge staff to their full potential to achieve maximum federal funding by bringing nonpaying parents to court in a timely manner and modify existing unenforceable orders, ensuring orders are enforceable.
 - o Implement a new strategy to monitor legal action results.
- Stewards of our money
 - o Maintain 100% federal funds for paternity and establishment cases through ongoing training and mentorship to the newer team members.
 - o Identify cases needing modification to maintain enforceable cases which will increase both current and arrears collection numbers.
 - o Identify unenforceable cases and comply with the new Final Federal Rule case closure criteria.
 - o Interstate cases will be reviewed and contacts made with other states for efficient use of staff time with effective and visible results to collections.
- Foster organizational excellence
 - o Establish team agreements to be effective, realistic and attainable.



CROW WING COUNTY 2019 BUDGET NARRATIVE

DEPARTMENT NAME: Accounting, Collection & Fraud

DEPARTMENT DESCRIPTION:

GOALS AND OBJECTIVES OBTAINED IN 2018:

- Deliver excellence to our customers
 - o Implemented some cross training for our accounting technicians
 - o Successful onboarding of new staff due to retirements
 - o Accounting staff prepared required detailed client related reporting along with administrative expenditures and revenue reporting. Reports go out to department leaders to inform them on current budget status in their programmatic areas.
 - o Staff prepare approximately 22 financial reports quarterly as required by the MN State Departments of Human Services, Health and Corrections for State/Federal funding.
- Stewards of our money
 - o January – June 2018 collections of \$ 247,409 in the MA estate area are on track to meet budget.
 - o Crow Wing County retains a 25% county incentive for these types of collections.
 - o Collections in the MAXIS claim overpayment area of \$ 53,752 for January – June 2018 show an 8.4% increase over 2017 collections for the same time period. These types of collections include payment's received in our local office, recoupments, and TOP intercepts.
 - o The Fraud Prevention Investigation Grant annual report for SFY 2017 (July 1, 2016 – June 30, 2017) from the DHS office of Inspector General was received showing CWC data below (updated report expected in October):

INVESTIGATIONS:

- o Cost to Benefit Ratio = \$6.95 (State Average 2017 = \$4.42 / Required CBR = \$3.00)
- o Average Days to Complete a Case = 6 (Average Days Required = 15 days or less)
- o Monthly Average of Cases Completed per Month = 37 (Average Cases Required per FTE = 20-25)
- o Cost Savings = \$552,441
- o Overpayments = \$271,069
- o ADH = \$7,000

CASE REFERRALS:

- o # of Cases Referred = 453
- o # of Cases Completed = 447

- Foster organizational excellence
 - o Continuous Improvement project – Team Focus Plans and Team Agreements were reviewed and updated
 - o Staff reviews will be completed prior to January 31st
 - o Recognized by DHS for sound fiscal performance

GOALS AND OBJECTIVES TO ACHIEVE IN 2019:

- Deliver excellence to our customers
 - o Continue the development and training of new staff
 - o Work to cross train on additional processes
 - o Continue to provide fiscal reports to various units in community services
 - o Continue to make recommendations to various unit regarding best practices

- Stewards of our money
 - o Expenditure at 100%
 - o Revenues at 100%
- Foster organizational excellence
 - o Zero lost time accidents
 - o Complete 100% of staff reviews by January 31st
 - o Press Releases – at least one from this unit

CROW WING COUNTY 2019 BUDGET NARRATIVE

DEPARTMENT NAME: Crow Wing County Community Services

UNIT NAME: Children & Family Services

DEPARTMENT DESCRIPTION:

Children and Family Services includes child protection, child welfare, adoption, children's mental health, family foster home licensing, WIC, emergency preparedness, environmental complaints, infectious disease control, family home visiting and public health mandates.

GOALS AND OBJECTIVES OBTAINED IN 2018:

- Protecting our communities
 - Received child protection allocation bonus funding of \$69,890 due to meeting the measures established by DHS
 - As of July 1, 2018-meeting the DHS measure of re-entry rate for foster care (9.9% or less)
 - As of July 1, 2018-meeting DHS measures for monthly face to face contact for children in OHP, 95%
 - As of July 1, 2018-meeting DHS standard for timely contact with alleged victims of CP assessments/investigations, 100%
 - Collaborated with community partners to establish the local family advocacy center for conducting forensic interviews using the medical model
 - Partnered with community to create Self-Healing Communities Program, targeting families at risk for child protection
- Caring for our people
 - Crow Wing Energized Partnership continues to be funded by SHIP, 2018 grant amount \$205,614
 - Increased participation in NDPP Lifestyle classes by 15%, with 60% of participants achieving weight loss of at least 5%
 - School health index completed with 68% of local & private schools
 - Developed a community wide youth obesity reduction action plan with multiple stakeholders

- Reached 25% of CWC’s population to raise awareness and resources to reduce stigma of mental illness
 - Established sleep tool kits for community
- Deliver excellence to our customers
 - o Increased the percentage of post-partum WIC participants who continue to breastfeed at 3 months from 45% to 47%
- Stewards of our money
 - o Maximized grant dollars with current staffing in Parent Support Outreach Program (PSOP) and child & teen check ups
 - o As of July 1, increased targeted case management child welfare revenue by 40%
- Foster organizational excellence
 - o Expanded cross training of social workers in child protection services

GOALS AND OBJECTIVES TO ACHIEVE IN 2019:

- Protecting our communities
 - o Out-of-home placement re-entry to 9.9% or less, two or fewer children re-enter foster care.
 - o Face to face monthly contacts with children in out-of-home placement at 95%
 - o Timely contact with alleged victims in child protection assessments/investigations at 90%
- Caring for our people
 - o Crow Wing Energized Measures:
 - Sustain the National Diabetes Prevention Program (NDPP) (400 participants) and meet or exceed CDC recommendations on weight loss (5% of body weight) and exercise (150 minutes each week) of at least 60 % of participants.
 - Pilot at minimum 1 Low Carb year long lifestyle change program.
 - Pilot a year 2 follow up support plan for NDPP program completers.
 - Increase the number of schools who have the school health index (SHI) completed from 68% to 75%
 - 100% of school in which complete the SHI will develop a wellness related action plan.
 - Increase local food shelves implementing “Choice Model Shopping” by 10%.(totaling 6 out of the 7 CWC food shelves)
 - Complete Crow Wing County point of sale tobacco audits.
 - Host MAKE IT OK Trainer training.
- Deliver excellence to our customers

CROW WING COUNTY 2019 BUDGET NARRATIVE

DEPARTMENT NAME:

Community Services – Adult Services

DEPARTMENT DESCRIPTION: *(Include a description of services or functional responsibilities, activities required by law are a must. Identify any changes in service levels. Discuss whether services are performed in-house or privatized. Discuss challenges, issues, and opportunities and should emphasis solutions. Note any significant expenditure changes.)*

Adult Services is made up of three primary units: ***Disability Services, Adult Mental Health, Substance Use and Adult Protection and Long Term Care***. Within these units there are several program areas serving county residents from pregnancy through the end of life.

Disability Services provides assessment, information and resources to those requesting disability services. If eligible, the team provides care coordination and case management services to the under 65 years of age population via the waivers (*CADI, DD and BI*). This includes *MnCHOICES assessments* for those under 65 years of age as well as *PCA assessments* for Health Plans. This unit also includes *Adult Foster Care* provides licensing and oversight of fifty-nine Adult Foster Homes in Crow Wing County. This includes both corporate and family foster care homes.

Adult Mental Health provides coordination of mental health services and targeted case management to adults with serious mental illness. This also includes *Civil Commitments* of individuals who are a danger to self or others.

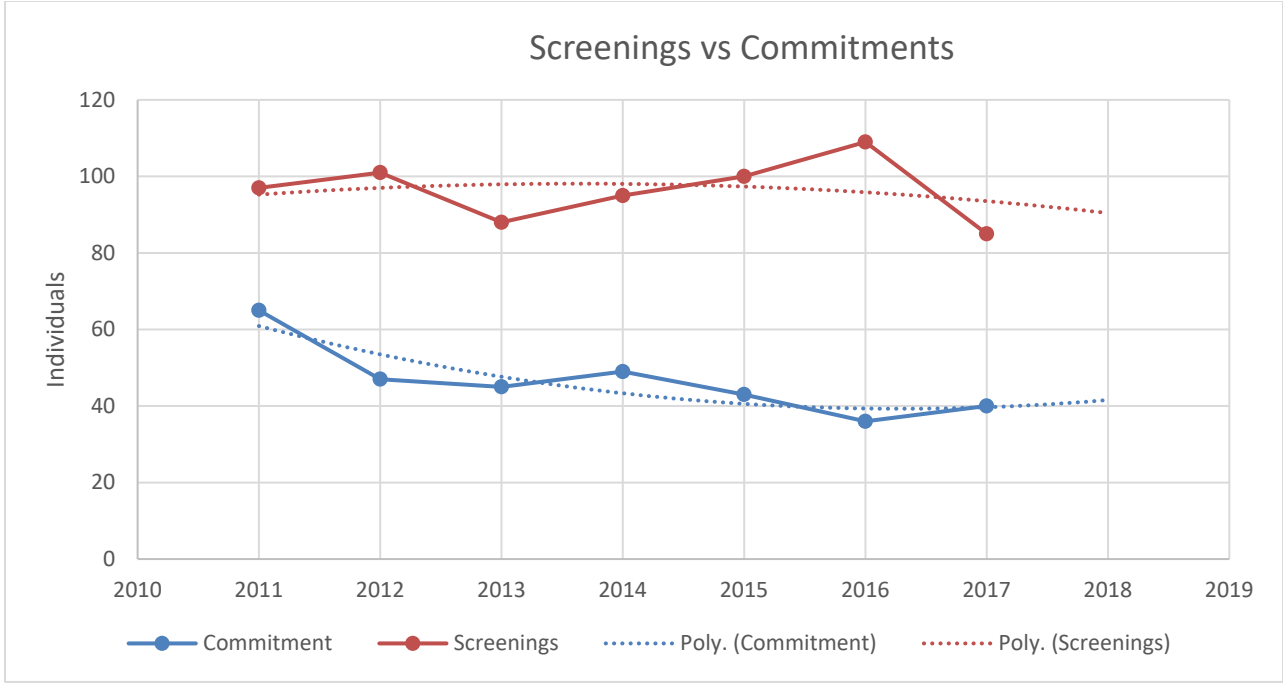
Substance Use Disorder Services provides referrals for Rule 25 Assessments with contracted providers in the community. They also provide assessments for certain cases/populations (Child Protection, Out-of-Home Placements and the jail). They provide coordination of chemical health services and support to individuals and families struggling with substance abuse. This may also include *Civil Commitments of Pre-Natal Exposure and Chemical Dependency* when a person is deemed to be a danger to self or others.

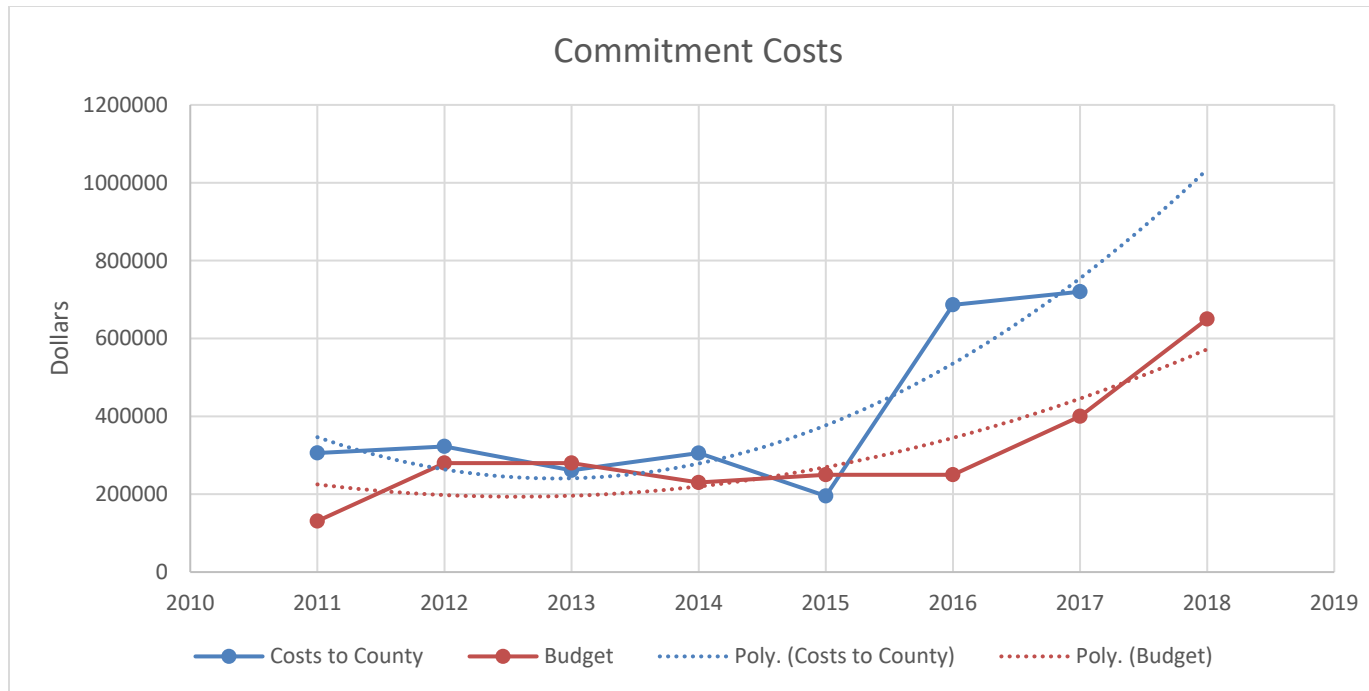
Adult Protection ensures safety, independence, and quality of life for older persons and persons with disabilities who are being mistreated, are in danger of being mistreated, and who are unable to protect themselves.

Long Term Care provides assessment, information and resources to those requesting elderly services. If eligible, the team provides care coordination and case management services to the over 65 years of age population via the *Managed Care Health Plans (MCO)*, *Elderly Waiver (EW)* or *Alternative Care (AC)*. This also includes *MnCHOICES assessments* for over 65 years and PCA assessments for the health plans.

GOALS AND OBJECTIVES OBTAINED IN 2018:

- Protecting our communities
 - o Monitoring all Commitment cases that result in hospital placements within the State Direct Care and Treatment Programs (Anoka Metro Regional Treatment Center, St. Peter and Community Behavioral Health Hospitals). Staff discharged patients to safe less restrictive settings that met the needs of the consumer as soon as they were no longer needing acute hospital level of care. Region V+ Adult Mental Health Initiative hired a Transition Specialist. The person started at the end of May 2018 through a grant from DHS. Our continued close monitoring of these cases along with this new position will reduce commitment costs. The goal of the Transition Specialist position is to get people back to the community with the necessary supports they need to be safe and stable.





- Caring for our people
 - o County of Location MnCHOICES Reassessments launched in April of 2018. We moved work around within the agency to add the additional FTE needed to meet the volume of assessments we are required to complete. We will also need to address the new cost shift of 15.7% of the nonfederal cost to counties through June 30, 2019 will definitely impact our budget and our compensation for this work. Through this legislation DHS is required to work with counties to modify the assessment tool to:
 - Reduce assessment times;
 - Modify the application and assessment policies to create efficiencies while ensuring the federal mandates;
 - Implement policy changes to reduce the frequency and depth of the assessment and reassessments; and
 - Evaluate alternative payment methods.
 - o Adult Services is connected to the State Workgroup tasked with these modifications.

- o Adult Protection cases as well as petitions for Guardians/Conservators has increased over the past few years. This is creating additional expenses to the county for those wards who are indigent and have no ability to pay for these services. In these situations, the court orders the county to pay for these services.

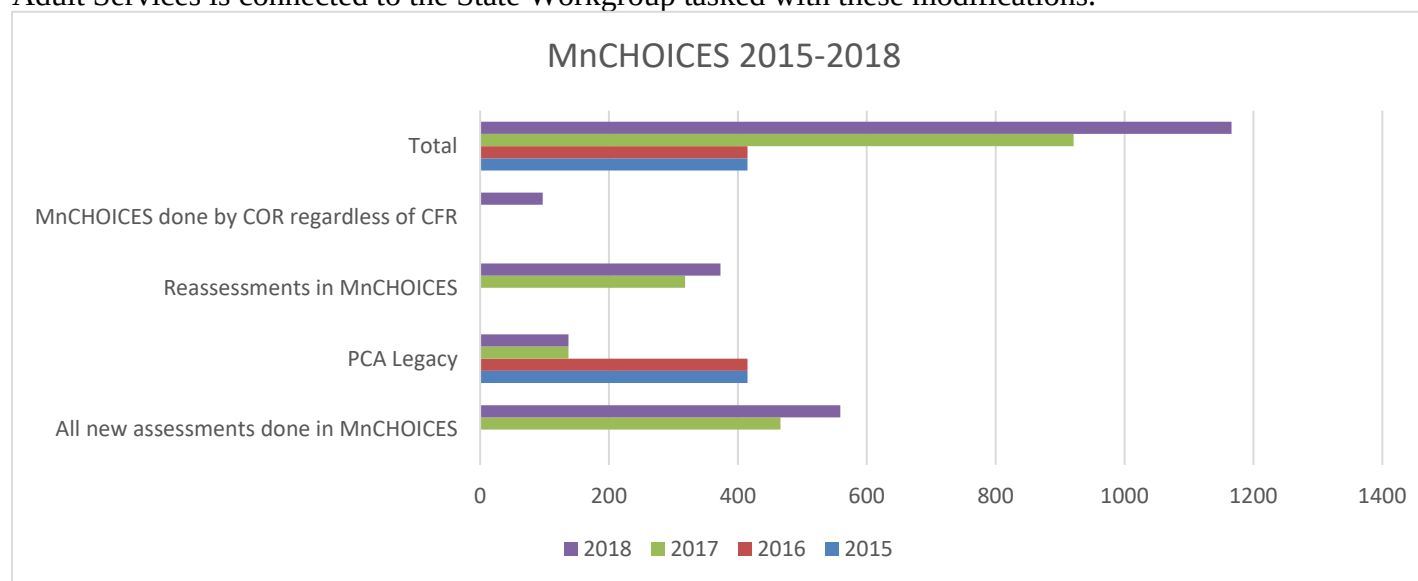
	2014	2015	2016	2017
Wards	25	33	44	55
AP cases	63	83	99	102
AP Intakes	481	471	431	440
Guardianship and Conservator Fees for Indigent Clients	\$20,583	\$26,655	\$37,627	\$81,623

- o Utilizing waiver dollars to support outside employment options for consumers with disabilities. We have been able to reduce reliance on county levy dollars. In 2017, we came in well below the budget of \$72,000 at \$50,858.
- Stewards of our money
 - o CCB and DD waiver budgets within 3% of budget with no waiting lists.
 - o Continued partnership with providers who we have contracted services out to both in Chemical Dependency and out of county Case Management for the under 65 waivers.
- Foster organizational excellence
 - o Worked with Law Enforcement to research “VITALS” application for consumers with developmental and mental health disabilities. Proactive approach to assisting Law Enforcement with the needs of the individual as well as key contact people in case of an emergency. VITALS was launched in Crow Wing County in 2018.
 - o Received grant funding from the Region V+ Adult Mental Health Initiative to pilot the Comprehensive Re-Entry Project in Crow Wing County. A Social Worker from Community Services is embedded with the jail to provide initial screenings at booking or within 24 hours of their booking into the jail. The goal is to divert 10% of the individuals coming into the jail that may have chronic mental or chemical health issues and find more appropriate services and support for these individuals; as well as provide mental health, chemical health services and discharge planning to reduce recidivism.
 - o Continued our partnership in best practice models DWI Court, Drug Court and Discharge Planning.

GOALS AND OBJECTIVES TO ACHIEVE IN 2019:

- Protecting our communities
 - o We will continue to monitor all Commitment cases that result in hospital placements within the State Direct Care and Treatment Programs (Anoka Metro Regional Treatment Center, St. Peter and Community Behavioral Health Hospitals). Staff will work to discharge patients to safe less restrictive settings that meet the needs of the consumer as soon as they are no longer needing acute hospital level of care. Through the Region V+ Adult Mental Health Initiative we will continue our contract with Sourcewell for the Regional *Transition Specialist* who will work specifically with Commitment cases that result in hospitalization prior to not meeting level of acute care needs and find community placements prior to discharge. Legislation also passed in 2018 to appeal Do Not Meet Level of Care (DNMC) for those that Direct Care Treatment hold up the placement.
- Caring for our people
 - o We will continue to address the cost shift of 15.7% of the nonfederal cost to counties through June 30, 2019 will definitely impact our budget and our compensation for this work. Through this legislation DHS is required to work with counties to modify the assessment tool to:
 - Reduce assessment times;
 - Modify the application and assessment policies to create efficiencies while ensuring the federal mandates;
 - Implement policy changes to reduce the frequency and depth of the assessment and reassessments; and
 - Evaluate alternative payment methods.

Adult Services is connected to the State Workgroup tasked with these modifications.



- Continue to educate the community about alternatives to Guardianships and proactive steps that can be taken to reduce the need for the courts involvement ie) Health Care Directives, Power of Attorneys, Representative Payees, etc. LSS and Volunteers of America offering a Guardianship/Conservatorship Clinic since November 2017 yet the grant funds will be done in September 2018 to assist individuals, families and current Guardians/Conservators legal information as well as alternatives to guardianships and conservatorships. We are actively looking at how the monthly clinic was helpful to individuals and families facing guardianship/conservatorship decisions and if we can find a volunteer attorney(s) that may want to continue this effort at the local level.
- We continue to utilize waiver dollars to support outside employment options for consumers with disabilities. We have been able to reduce reliance on county levy dollars. In 2017, we came in well below the budget of \$72,000 at \$50,858. We have again reduced the budget in 2019 to \$50,000.
- Deliver excellence to our customers

- o Effectively manage CCB and DD Waivers (3% of budget and no waiting list rule) and the growing cases in Disability Services.
- Stewards of our money
 - o Continued partnership with providers who provide contracted services in Chemical Dependency Assessments and out of county Case Management for the under 65 waivers.
 - o Work with Sourcewell to contract Adult Foster Care Licensing work to them. This is allowing us to transition the FTE's from this to MnCHOICES with the additional numbers with the County of Location and the final wave of Health Plans Long-Term Care cases.
- Foster organizational excellence
 - o Continued our partnership in best practice models DWI Court, Drug Court and Comprehensive Re-Entry Project.
 - o Continue the development of our Comprehensive Re-entry Program in Crow Wing County as well as Region V+ with the funding from Sourcewell's Innovation Grant. This program includes "Yellow Line" as a diversion for those legally involved individuals with acute or chronic mental health or chemical health problems as a diversion from formal charges and detention by obtaining agreements from them to get mental health and/or chemical health services. It also provides mental health and chemical dependency screenings within 24 hours of a person entering the jail regardless of their charges so mental health and CD services can be started as soon as possible and services can be set up for discharge.

**CROW WING COUNTY
2019 BUDGET NARRATIVE**

DEPARTMENT NAME: Crow Wing County Community Corrections

DEPARTMENT DESCRIPTION:

This unit employs 16 probation agents; 2 probation case aides; 2 tech admin support; 1 manager and 1 supervisor. This division of Community Services has 3 units: Adult Probation; Juvenile Probation and Supervised Release. Probation Agents facilitate offender change while monitoring compliance with court ordered conditions by means of Evidenced Based Practices. Each agent prepares court reports, offender risk/need assessments, develops strength based case plans, and other duties.

GOALS AND OBJECTIVES OBTAINED IN 2018:

Protecting Our Community:

- Completion of DVI (Domestic Violence Inventories) internally to ensure complete and accurate assessments on domestic violence offenders

Caring for Our Clients:

- Participation in domestic violence offender group meetings and partnership with CORE enhanced

Stewards of Our Money:

- Evaluated staffing patterns and restructured the corrections unit for increased public safety, staffing accountability, and fiscal responsibility

Foster Organizational Excellence

- Hired 1 corrections manager and 1 corrections supervisor
- CWCCC had three staff resign and new hires replaced those agents. New staff were oriented to Crow Wing County systems (courts, law enforcement, community resources, victim services, community services programs etc)
- Continued training of staff in EBP risk/needs tools/ICOTS/case plans
- Continued team development and caseload assignment adjustments
- Continued assessment of risk levels of caseloads to determine “true” caseload sizes
- Continued education to Crow Wing County Community Corrections Advisory Board members
- Continued tracking of Juvenile Detention/Placement in CSTS for length of stay and rationale of placement – M4R measurements.
- Continued development (with implementation at the end of 2018) of the time reporting functionality in CSTS. Clear expectations will be outlined and expected of staff January 1, 2019.

GOALS AND OBJECTIVES TO ACHIEVE IN 2019:

Protecting Our Community:

- Continue to work with Community Services staff and all stakeholders to address the large issue of those incarcerated who are living and struggling with mental illness
- Access and develop Field Officer Training for all agents who go into the field – Officer Safety

Caring for Our Clients:

- Assess staffing needs on going with the implementation of new assessment through the courts and conditional release options.
- Continue to use the Telephone Reporting Center for low risk offenders to keep caseload sizes manageable so probation agents time from low/admin caseloads to high/medium risk caseloads
- Collaborate with CORE to continue a Probation Agent/Therapist Domestic Violence Treatment Group

Stewards of Our Money:

- Continue to assess caseload sizes/adjust as necessary
- Utilize the time reporting function and other reports to ensure high quality standards are met

Foster Organizational Excellence

- Update CSTS information to be able to retain M4R research measurements
- Develop new protocols with the Court/County Attorney/City Attorney for using early/appropriate/earned discharges – by doing so this will reduce caseload sizes and provide direction for offenders' programming/rehabilitation
- All staff to continue to be trained in EBP including case plans and utilizing on all cases
- Establish and implement risk level supervision expectations for all agents and hold accountable to those standards

**2019 CROW WING COUNTY
BUDGET
INCOME MAINTENANCE**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 1,831,034	\$ 1,984,213	\$ 2,072,314	\$ 2,213,349	\$ 141,035	6.81%
INTERGOVERNMENTAL	4,019,634	3,809,607	4,058,742	4,288,712	229,970	5.67%
CHARGES FOR SERVICES	8,365	6,321	8,500	9,000	500	5.88%
MISCELLANEOUS	338,228	242,961	245,000	245,000	-	0.00%
TOTAL REVENUES	\$ 6,197,261	\$ 6,043,102	\$ 6,384,556	\$ 6,756,061	\$ 371,505	5.82%
<u>EXPENDITURES:</u>						
PUBLIC AID ASSISTANCE	\$ 1,242,494	\$ 944,978	\$ 1,193,571	\$ 1,273,628	\$ 80,057	6.71%
PERSONNEL SERVICES	4,227,697	4,324,107	4,564,341	4,817,879	253,538	5.55%
SERVICES & CHARGES	615,281	628,914	592,144	632,227	40,083	6.77%
SUPPLIES & MATERIALS	40,397	73,157	34,500	32,327	(2,173)	-6.30%
TOTAL EXPENDITURES	\$ 6,125,869	\$ 5,971,156	\$ 6,384,556	\$ 6,756,061	\$ 371,505	5.82%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 71,392	\$ 71,946	\$ -	\$ -	\$ -	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ 71,392	\$ 71,946	\$ -	\$ -	\$ -	-
 FULL TIME EQUIVALENTS	 56.2	 59.2	 62.1	 62.1		

**2019 CROW WING COUNTY
BUDGET**

SOCIAL SERVICES

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 3,578,747	\$ 5,078,001	\$ 6,486,210	\$ 7,940,274	\$ 1,454,064	22.42%
INTERGOVERNMENTAL	8,277,131	8,387,492	9,163,205	9,479,830	316,625	3.46%
CHARGES FOR SERVICES	1,213,005	1,038,794	1,003,019	969,481	(33,538)	-3.34%
GIFTS AND CONTRIBUTIONS	17,141	11,000	10,000	10,000	-	0.00%
MISCELLANEOUS	387,639	337,841	403,500	514,200	110,700	27.43%
TOTAL REVENUES	\$ 13,473,663	\$ 14,853,128	\$ 17,065,934	\$ 18,913,785	\$ 1,847,851	10.83%
<u>EXPENDITURES:</u>						
PUBLIC AID ASSISTANCE	\$ 7,797,067	\$ 9,401,486	\$ 9,392,635	\$ 10,819,197	\$ 1,426,562	15.19%
PERSONNEL SERVICES	6,886,197	6,911,535	6,952,424	7,504,584	552,160	7.94%
SERVICES & CHARGES	607,836	653,592	611,177	646,299	35,122	5.75%
SUPPLIES & MATERIALS	42,458	33,964	62,500	69,705	7,205	11.53%
TOTAL EXPENDITURES	\$ 15,333,558	\$ 17,000,577	\$ 17,018,736	\$ 19,039,785	\$ 2,021,049	11.88%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (1,859,895)	\$ (2,147,449)	\$ 47,198	\$ (126,000)	\$ (173,198)	-366.96%
TOTAL OTHER FINANCING SOURCES (USES)	-	2,900,000		-	-	-
NET CHANGE	\$ (1,859,895)	\$ 752,551	\$ 47,198	\$ (126,000)	\$ (173,198)	-366.96%
 FULL TIME EQUIVALENTS	 82.0	 80.8	 80.5	 82.6		

**2019 CROW WING COUNTY
BUDGET
HEALTH SERVICES**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 87,699	\$ 18,715	\$ 7,000	\$ 93,056	\$ 86,056	1229.37%
SPECIAL ASSESSMENTS	882	-	-	-	-	-
INTERGOVERNMENTAL	926,217	994,304	960,220	1,022,414	62,194	6.48%
CHARGES FOR SERVICES	160,242	206,008	196,800	293,248	96,448	49.01%
MISCELLANEOUS	4,325	1,565	-	-	-	-
TOTAL REVENUES	\$ 1,179,365	\$ 1,220,592	\$ 1,164,020	\$ 1,408,718	\$ 244,698	21.02%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 876,110	\$ 795,298	\$ 813,148	\$ 1,025,050	\$ 211,902	26.06%
SERVICES & CHARGES	287,525	320,951	329,776	342,922	13,146	3.99%
SUPPLIES & MATERIALS	33,108	29,769	31,096	45,746	14,650	47.11%
TOTAL EXPENDITURES	\$ 1,196,743	\$ 1,146,018	\$ 1,174,020	\$ 1,413,718	\$ 239,698	20.42%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (17,378)	\$ 74,574	\$ (10,000)	\$ (5,000)	\$ 5,000	-50.00%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (17,378)	\$ 74,574	\$ (10,000)	\$ (5,000)	\$ 5,000	-50.00%
 FULL TIME EQUIVALENTS	 13.5	 10.5	 10.8	 12.7		

**2019 CROW WING COUNTY
BUDGET**

JUVENILE DETENTION

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 266,442	\$ -	\$ -	\$ -	\$ -	-
INTERGOVERNMENTAL	3,402	-	-	-	-	-
TOTAL REVENUES	\$ 269,844	\$ -	\$ -	\$ -	\$ -	-
<u>EXPENDITURES:</u>						
PUBLIC AID ASSISTANCE	\$ 371,823	\$ -	\$ -	\$ -	\$ -	-
TOTAL EXPENDITURES	\$ 371,823	\$ -	\$ -	\$ -	\$ -	-
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (101,979)	\$ -	\$ -	\$ -	\$ -	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (101,979)	\$ -	\$ -	\$ -	\$ -	-

*Combined with Social Services in 2017.

**2019 CROW WING COUNTY
BUDGET
CORRECTIONS**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ -	\$ 404,978	\$ 654,575	\$ 744,942	\$ 90,367	13.81%
INTERGOVERNMENTAL	467,324	1,041,658	1,063,559	1,063,559	-	0.00%
CHARGES FOR SERVICES	28,802	46,167	73,000	61,000	(12,000)	-16.44%
MISCELLANEOUS	349,711	14,441	45,000	37,000	(8,000)	-17.78%
TOTAL REVENUES	\$ 845,837	\$ 1,507,244	\$ 1,836,134	\$ 1,906,501	\$ 70,367	3.83%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 729,661	\$ 1,492,985	\$ 1,767,575	\$ 1,842,088	\$ 74,513	4.22%
SERVICES & CHARGES	23,942	51,441	44,559	43,988	(571)	-1.28%
SUPPLIES & MATERIALS	34,043	25,616	13,160	20,425	7,265	55.21%
TOTAL EXPENDITURES	\$ 787,646	\$ 1,570,042	\$ 1,825,294	\$ 1,906,501	\$ 81,207	4.45%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 58,191	\$ (62,798)	\$ 10,840	\$ -	\$ (10,840)	-100.00%
TOTAL OTHER FINANCING SOURCES (USES)	192,205	100,000	-	-	-	-
NET CHANGE	\$ 250,396	\$ 37,202	\$ 10,840	\$ -	\$ (10,840)	-100.00%
 FULL TIME EQUIVALENTS	 10.0	 17.5	 21.6	 21.7		

*In July 2016, Crow Wing County took over corrections from Central Minnesota Community Corrections.

**2019 CROW WING COUNTY
BUDGET
DEBT SERVICE - COMBINED**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 5,018,628	\$ 5,014,104	\$ 5,078,459	\$ 5,130,749	\$ 52,290	1.03%
SPECIAL ASSESSMENTS	4,332	7,991	8,070	-	(8,070)	-100.00%
INTERGOVERNMENTAL	71,428	70,970	2,090	2,090	-	0.00%
MISCELLANEOUS	90,203	93,649	-	-	-	-
TOTAL REVENUES	\$ 5,184,591	\$ 5,186,714	\$ 5,088,619	\$ 5,132,839	\$ 44,220	0.87%
<u>EXPENDITURES:</u>						
DEBT SERVICE	\$ 5,085,357	\$ 5,073,203	\$ 5,139,983	\$ 4,941,409	\$ (198,574)	-3.86%
TOTAL EXPENDITURES	\$ 5,085,357	\$ 5,073,203	\$ 5,139,983	\$ 4,941,409	\$ (198,574)	-3.86%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 99,234	\$ 113,511	\$ (51,364)	\$ 191,430	\$ 242,794	-472.69%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ 99,234	\$ 113,511	\$ (51,364)	\$ 191,430	\$ 242,794	-472.69%

**2019 CROW WING COUNTY
BUDGET
COUNTY JAIL BONDS**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 1,751,562	\$ 1,749,015	\$ 1,772,250	\$ 1,800,632	\$ 28,382	1.60%
INTERGOVERNMENTAL	24,899	24,737	700	700	-	0.00%
TOTAL REVENUES	\$ 1,776,461	\$ 1,773,752	\$ 1,772,950	\$ 1,801,332	\$ 28,382	1.60%
<u>EXPENDITURES:</u>						
DEBT SERVICE	\$ 1,738,000	\$ 1,731,375	\$ 1,727,350	\$ 1,724,475	\$ (2,875)	-0.17%
TOTAL EXPENDITURES	\$ 1,738,000	\$ 1,731,375	\$ 1,727,350	\$ 1,724,475	\$ (2,875)	-0.17%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 38,461	\$ 42,377	\$ 45,600	\$ 76,857	\$ 31,257	68.55%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ 38,461	\$ 42,377	\$ 45,600	\$ 76,857	\$ 31,257	68.55%

**2019 CROW WING COUNTY
BUDGET**

CAPITAL IMPROVEMENT PLAN BONDS

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 3,185,152	\$ 3,183,094	\$ 3,223,500	\$ 3,247,408	\$ 23,908	0.74%
INTERGOVERNMENTAL	45,276	44,990	1,350	1,350	-	0.00%
TOTAL REVENUES	\$ 3,230,428	\$ 3,228,084	\$ 3,224,850	\$ 3,248,758	\$ 23,908	0.74%
<u>EXPENDITURES:</u>						
DEBT SERVICE	\$ 3,161,175	\$ 3,146,300	\$ 3,131,550	\$ 3,119,850	\$ (11,700)	-0.37%
TOTAL EXPENDITURES	\$ 3,161,175	\$ 3,146,300	\$ 3,131,550	\$ 3,119,850	\$ (11,700)	-0.37%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 69,253	\$ 81,784	\$ 93,300	\$ 128,908	\$ 35,608	38.17%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ 69,253	\$ 81,784	\$ 93,300	\$ 128,908	\$ 35,608	38.17%

**2019 CROW WING COUNTY
BUDGET**

AIRPORT BONDS

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 81,914	\$ 81,995	\$ 82,709	\$ 82,709	\$ -	0.00%
INTERGOVERNMENTAL	1,253	1,243	40	40	-	0.00%
MISCELLANEOUS	90,203	93,649	-	-	-	-
TOTAL REVENUES	\$ 173,370	\$ 176,887	\$ 82,749	\$ 82,749	\$ -	0.00%
<u>EXPENDITURES:</u>						
DEBT SERVICE	\$ 183,995	\$ 187,748	\$ 92,754	\$ 97,084	\$ 4,330	4.67%
TOTAL EXPENDITURES	\$ 183,995	\$ 187,748	\$ 92,754	\$ 97,084	\$ 4,330	4.67%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (10,625)	\$ (10,861)	\$ (10,005)	\$ (14,335)	\$ (4,330)	43.28%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (10,625)	\$ (10,861)	\$ (10,005)	\$ (14,335)	\$ (4,330)	43.28%

**2019 CROW WING COUNTY
BUDGET**

NORTH LONG LAKE SANITARY SEWER DISTRICT BONDS

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
SPECIAL ASSESSMENTS	\$ 4,332	\$ 7,991	\$ 8,070	\$ -	\$ (8,070)	-100.00%
TOTAL REVENUES	\$ 4,332	\$ 7,991	\$ 8,070	\$ -	\$ (8,070)	-100.00%
<u>EXPENDITURES:</u>						
DEBT SERVICE	\$ 2,187	\$ 7,780	\$ 188,329	\$ -	\$ (188,329)	-100.00%
TOTAL EXPENDITURES	\$ 2,187	\$ 7,780	\$ 188,329	\$ -	\$ (188,329)	-100.00%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 2,145	\$ 211	\$ (180,259)	\$ -	\$ 180,259	-100.00%
TOTAL OTHER FINANCING SOURCES (USES)			-	-	-	-
NET CHANGE	\$ 2,145	\$ 211	\$ (180,259)	\$ -	\$ 180,259	-100.00%

**2019 CROW WING COUNTY
BUDGET
NON - DEPARTMENTAL**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 18,996,222	\$ 18,661,151	\$ 18,616,856	\$ 19,642,935	\$ 1,026,079	5.51%
INTERGOVERNMENTAL	991,841	1,139,182	922,223	872,223	(50,000)	-5.42%
CHARGES FOR SERVICES	76,700	76,692	76,692	76,700	8	0.01%
INVESTMENTS	398,519	701,602	694,509	946,190	251,681	36.24%
MISCELLANEOUS	329,902	279,874	350,300	250,300	(100,000)	-28.55%
TOTAL REVENUES	\$ 20,793,184	\$ 20,858,501	\$ 20,660,580	\$ 21,788,348	\$ 1,127,768	5.46%
<u>EXPENDITURES:</u>						
PERSONNEL SERVICES	\$ 777,448	\$ -	\$ -	\$ -	\$ -	-
SERVICES & CHARGES	-	22,826	52,200	45,408	(6,792)	-13.01%
TOTAL EXPENDITURES	\$ 777,448	\$ 22,826	\$ 52,200	\$ 45,408	\$ (6,792)	-13.01%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 20,015,736	\$ 20,835,675	\$ 20,608,380	\$ 21,742,940	\$ 1,134,560	5.51%
TOTAL OTHER FINANCING SOURCES (USES)	(192,205)	(3,000,000)	567,528	1,097,213	529,685	93.33%
NET CHANGE	\$ 19,823,531	\$ 17,835,675	\$ 21,175,908	\$ 22,840,153	\$ 1,664,245	7.86%

*This is department is used to account for levy, aids, credits and investment revenue for all services in the General Fund.

**2019 CROW WING COUNTY
BUDGET**

CAPITAL PROJECTS

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 1,296,439	\$ 1,460,151	\$ 1,188,464	\$ 250,000	\$ (938,464)	-78.96%
INTERGOVERNMENTAL	2,065,524	1,967,836	2,582,337	2,209,661	(372,676)	-14.43%
MISCELLANEOUS	98,784	132,844	83,194	80,488	(2,706)	-3.25%
TOTAL REVENUES	\$ 3,460,747	\$ 3,560,831	\$ 3,853,995	\$ 2,540,149	\$ (1,313,846)	-34.09%
<u>EXPENDITURES:</u>						
SERVICES & CHARGES	\$ -	\$ 14,424	\$ 581,709	\$ 667,500	\$ 85,791	14.75%
SUPPLIES & MATERIALS	23,879	7,850	1,079,948	531,210	(548,738)	-50.81%
CAPITAL OUTLAY	3,747,441	3,607,502	3,898,389	2,728,575	(1,169,814)	-30.01%
TOTAL EXPENDITURES	\$ 3,771,320	\$ 3,629,776	\$ 5,560,046	\$ 3,927,285	\$ (1,632,761)	-29.37%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (310,573)	\$ (68,945)	\$ (1,706,051)	\$ (1,387,136)	\$ 318,915	-18.69%
TOTAL OTHER FINANCING SOURCES (USES)	153,032	51,472	60,323	50,000	(10,323)	-17.11%
NET CHANGE	\$ (157,541)	\$ (17,473)	\$ (1,645,728)	\$ (1,337,136)	\$ 308,592	-18.75%

**2019 CROW WING COUNTY
BUDGET
DITCH FUND**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
SPECIAL ASSESSMENTS	\$ 11,410	\$ 16,471	\$ 14,201	\$ 14,201	\$ -	0.00%
TOTAL REVENUES	\$ 11,410	\$ 16,471	\$ 14,201	\$ 14,201	\$ -	0.00%
<u>EXPENDITURES:</u>						
SERVICES & CHARGES	\$ -	\$ 17,363	\$ 14,201	\$ 14,201	\$ -	0.00%
CAPITAL OUTLAY	7,050	-	-	-	-	-
TOTAL EXPENDITURES	\$ 7,050	\$ 17,363	\$ 14,201	\$ 14,201	\$ -	0.00%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 4,360	\$ (892)	\$ -	\$ -	\$ -	-
TOTAL OTHER FINANCING SOURCES (USES)	-	5,965	-	-	-	-
NET CHANGE	\$ 4,360	\$ 5,073	\$ -	\$ -	\$ -	-

**2019 CROW WING COUNTY
BUDGET
FIRST ASSESSMENT DISTRICT**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 722,705	\$ 771,827	\$ 823,660	\$ 892,140	\$ 68,480	8.31%
SPECIAL ASSESSMENTS	9,324	85,085	-	-	-	-
LICENSES AND PERMITS	100	175	-	-	-	-
INTERGOVERNMENTAL	42,742	41,448	42,000	42,000	-	0.00%
TOTAL REVENUES	\$ 774,871	\$ 898,535	\$ 865,660	\$ 934,140	\$ 68,480	7.91%
<u>EXPENDITURES:</u>						
SERVICES & CHARGES	\$ 1,181,385	\$ 1,088,893	\$ 1,124,484	\$ 1,237,527	\$ 113,043	10.05%
OTHER EXPENDITURES	346,020	2,678	6,000	6,000	-	0.00%
TOTAL EXPENDITURES	\$ 1,527,405	\$ 1,091,571	\$ 1,130,484	\$ 1,243,527	\$ 113,043	10.00%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (752,534)	\$ (193,036)	\$ (264,824)	\$ (309,387)	\$ (44,563)	16.83%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (752,534)	\$ (193,036)	\$ (264,824)	\$ (309,387)	\$ (44,563)	16.83%

**2019 CROW WING COUNTY
BUDGET
SECOND ASSESSMENT DISTRICT**

	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	2018 / 2019 DOLLAR INC/(DEC)	2018 / 2019 % INC/(DEC)
<u>REVENUES:</u>						
TAXES	\$ 58,964	\$ 56,486	\$ 67,640	\$ 67,640	\$ -	0.00%
INTERGOVERNMENTAL	10,913	10,892	5,000	5,000	-	0.00%
MISCELLANEOUS	15	12	-	-	-	-
TOTAL REVENUES	\$ 69,892	\$ 67,390	\$ 72,640	\$ 72,640	\$ -	0.00%
<u>EXPENDITURES:</u>						
SERVICES & CHARGES	\$ 65,015	\$ 54,287	\$ 28,847	\$ 153,814	\$ 124,967	433.21%
OTHER EXPENDITURES	5,598	-	6,250	7,250	1,000	16.00%
TOTAL EXPENDITURES	\$ 70,613	\$ 54,287	\$ 35,097	\$ 161,064	\$ 125,967	358.91%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (721)	\$ 13,103	\$ 37,543	\$ (88,424)	\$ (125,967)	-335.53%
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-	-
NET CHANGE	\$ (721)	\$ 13,103	\$ 37,543	\$ (88,424)	\$ (125,967)	-335.53%



CAPITAL IMPROVEMENTS PLAN 2019-2028

CROW WING COUNTY BRainerd, MINNESOTA

Adopted by County Board

December 11, 2018

Our Vision: Being Minnesota's favorite place.

Our Mission: Serve well. Deliver value. Drive results.

Our Values: Be responsible. Treat people right. Build a better future.

TABLE OF CONTENTS

	<u>SECTION DESCRIPTION</u>	<u>PAGE</u>
I.	CAPITAL PLAN INSTRUCTIONS	1
II.	ASSET MANAGEMENT POLICY	5
III.	DEBT MANAGEMENT POLICY	11
IV.	CAPITAL PROJECTS FUNDING SUMMARY	20
V.	CAPITAL PROJECTS DEPARTMENT SUMMARY	21
VI.	CAPITAL PROJECTS SUMMARY BY YEAR	22
VII.	DEPARTMENT DETAIL LISTING	46
VIII.	PROJECT REQUEST FORMS	59
VIII.	APPENDIX: HIGHWAY INFRASTRUCTURE PLAN 2017 – 2021	

2019 – 2028 Capital Improvements Plan

Introduction

The Crow Wing County Capital Improvements plan (CIP) is a multi-year guide to the construction and/or improvement of county roads and facilities and the acquisition of capital equipment. Through the process of preparing and updating a capital improvements plan, the county meets the need for orderly maintenance of the physical assets of the county. This CIP is intended to serve as a planning tool and is structured to present meaningful long-range perspective of the county's long-range capital needs.

Minnesota Statutes, Section 373.40, allows counties to plan and finance the “acquisition and betterment of public lands, buildings, and other improvements within the county for the purpose of a county courthouse, administrative building, health and social service facility, correctional facility, jail, law enforcement center, hospital, morgue, library, park, qualified indoor ice arena, and road and bridges.” The law requires that a Capital Improvements Plan be prepared which must cover at least a five-year period beginning with the date of the plan adoption. The CIP must set forth:

- 1) The estimated schedule, timing and details of specific capital improvements;
- 2) Estimated cost of the capital improvements identified;
- 3) The need for the improvements; and
- 4) The sources of revenues needed to pay for the improvements.

Approval of the CIP and annual amendments must be approved by the County Board after a noticed public hearing.

The Crow Wing County Capital Improvements Plan has been created in accordance with the guidelines of Minnesota Statutes, Section 373.40. The CIP covers all public improvement and building projects for a ten-year period. The first year of the CIP represents the current year's capital budget. The remaining nine-years of the CIP are used to identify needed capital projects and to coordinate the financing and timing of these projects. CIP projects require a total expenditure of at least \$5,000 and must provide for or extend the useful life of the asset at least three years. While cost estimates and proposed funding sources are identified for each general improvement area, the CIP is not intended to provide a detailed or complete financing plan for each project. As the county prepares to undertake individual projects, the County Board will consider a specific funding source.

The CIP will be revised and updated on a periodic basis during the future budget cycles. Changes to the priorities established in the plan should be expected. Changes can be caused by reductions in funding levels, project delays due to price fluctuations, opportunities for

grants or other aids, delays in obtaining construction permits or necessary approvals, emergency needs or simply changes in community preferences.

CIP Initiatives

In adopting the capital improvements plan, the county finds:

- 1) The projects contained in the capital improvements plan are necessary to maintain the existing infrastructure of the county and to properly provide for the health, safety and general well being of its residents.
- 2) The proposed projects provide an adequate response to anticipated service demands in each area of operation.
- 3) The county has considered the costs of the projects and the available financial resources and has determined that the projects are within the financial ability of the county. Further, the county has determined that failure to undertake the CIP will create a greater financial burden through higher service cost alternatives and increased costs of future project options.
- 4) The public improvement projects will result in lower operating costs by avoiding maintenance expense and by providing public services in a cost effective manner. The projects have been designed to keep operating costs at a minimum.
- 5) The county has thoroughly reviewed the alternatives for undertaking the applicable projects through shared facilities with other counties or units of government. All of the proposed public facilities are an integral part of the services provided by Crow Wing County. Crow Wing County will participate in shared facility options when such options are found to be either efficient or cost effective.
- 6) The CIP is designed to make the most effective use of all financial resources available to the county, including fund reserves, current budgeted revenues, grants, and borrowing. The county's goal is to strike a reasonable balance among all of its resources. The debt proposed in the CIP is within the statutory and financial capacity of the county. It will be difficult for the county to meet its public facility's needs in a timely manner without incurring debt. The county will structure all necessary debt in a manner that makes the best use of its financial resources and minimizes the impacts on county residents.
- 7) In preparing the CIP, the county has considered the impacts on operating costs. Projects are designed to keep the increases in operating costs to a minimum. Increases in operating costs are balanced with the overall need to provide the improvement.
- 8) The majority of the projects in the CIP are financed without incurring debt. For those projects utilizing debt, borrowing is needed to provide the improvement in a timely manner and to spread the financial impacts over a period of years. These objectives outweigh the increase in county or overlapping indebtedness.

Impact on Operating Budgets

The State of Minnesota occasionally imposes property tax levy limits on local government. For that reason, any new projects and all capital equipment purchases have been approved by the County Board on the premise that there will be little or no impact on operating budgets. Funding for capital improvements projects, capital equipment and various repair projects is provided within existing levy, and special levy outside of levy limits for debt service relating to capital improvements included in the six-year capital improvements plan or reserves.

Most CIP projects are replacement and improvement projects. These projects should help improve operating efficiencies and offset increased costs for operations and repairs. By continuing an ongoing equipment replacement schedule, departmental operating budgets will not need to fund replacement of this equipment. Replacing equipment on a scheduled basis also results in reduced maintenance costs of the old equipment and can provide enhanced performance due to new equipment technology. Completion of scheduled building improvements will extend the lives of the buildings. Providing funds for building improvements annually will enable capital improvements to be scheduled as needed, over time, rather than waiting for an emergency situation that will cost more to correct.

Types of CIP Long-Term Financing

Most of the projects contained in the CIP can be funded through current property tax levy, fund balance, grants & aids, internal borrowing and reserves. Bonding is always an option for the county both in times that levy limits are imposed and for new facilities or major capital improvements. Crow Wing County will always review all other funding sources before bonding. The county Debt Management policy is included in this document for reference.

Statutory Debt Limit

Minnesota counties have a debt limit equal to 3% of the taxable market value. This statutory limit applies to (1) general obligation bonds expected to be paid entirely from property taxes (not, for instance, to bonds which may have special assessments and/or revenues pledged to their payment) and (2) to lease purchase financing which is more than \$1,000,000 in size.

The calculation of Crow Wing County’s debt limit is as follows:

Market value of taxable property	\$9,885,450,596
Times 3%	<u>x .03</u>
Gross debt limit	\$ 296,563,518
Less: net general obligation bonds outstanding	<u>- 9,557,500</u>
Available debt limit	\$ 287,006,018

The CIP Process

The process begins with the distribution of instructions to department heads. Department heads fill out project requests to be considered for the current year capital budget and the next ten-year CIP period. In the future, each department head is responsible for reviewing the most recent CIP to determine the funding necessary for projects that are currently identified in the CIP. Based on this review and a review of new requirements for capital improvements for the next period, the department head completes a CIP spreadsheet. Once the capital project spreadsheet has been completed and prioritized by using the capital project-rating sheet, the forms are submitted to the Finance office. The Finance office conducts an analysis of the capital projects to assure that sufficient data has been provided and that the cost estimates are reasonable. The requests are reviewed and the Budget Committee will make recommendations. Upon County Board adoption in December, the final CIP document is produced and distributed to the departments for implementation of the plan. The County Board can only approve budgets on an annual basis. Therefore, capital expenditures approved spending will be for the current year only.

Organization of the CIP

The CIP is divided into eight sections (all Highway projects and totals are in section 8):

Capital Asset Investment & Management Policy: Section (1) is the County’s approved policy.

Debt Management Policy: Section (2) is the County’s approved policy.

Summary by fund: Section (3) shows a one-page layout of total dollars by fund and by year.

Funding sources summary by year: Section (4) shows by year the funding source for each individual project.

Summary by department: Section (5) shows the total dollars by department by year.

Department detail: Section (6) shows a detailed listing of all projects in the CIP by department.

Project request forms: Section (7) shows all project request forms from the departments.

Highway Infrastructure Plan 2019 – 2022: Section (8) contains the Highway Infrastructure Plan.



ASSET MANAGEMENT POLICY

CROW WING COUNTY BRainerd, MINNESOTA

Adopted by County Board
August 13, 2013
Amended April 26, 2016

Our Vision: Being Minnesota's favorite place.
Our Mission: Serve well. Deliver value. Drive results.
Our Values: Be responsible. Treat people right. Build a better future.

ASSET MANAGEMENT POLICY

TABLE OF CONTENTS

SECTION DESCRIPTION

- I. Asset Management Policy Statement of Purpose
- II. Scope
- III. Capital Improvements Plan (CIP)
 - A. Responsible Participants
 - B. Project Identification
 - C. CIP Project Selection
 - D. Operating Budget Impacts
 - E. Proceeds
 - F. Balanced CIP
 - G. CIP Funding Strategies
- IV. Capital Budgeting
- V. Project Management
- VI. Capital Asset Management
 - A. Capitalization Policy
 - B. Depreciation and Estimated Useful Life
 - C. Maintenance Funding
 - D. Annual Inventory
 - E. Proceeds From the Sale or Destruction of Assets
- VII. Asset Management Policy Adoption

I. ASSET MANAGEMENT POLICY STATEMENT OF PURPOSE

The purpose of this policy is to provide guidelines to complete the development of the Capital Improvements Plan (CIP), and to guide the County in the management and upkeep of existing capital assets.

II. SCOPE

This Asset Management Policy applies to all capitalized and non-capitalized assets of the County, such as land; buildings and building improvements; infrastructure; furniture, equipment and vehicles; and improvements other than buildings.

III. CAPITAL IMPROVEMENTS PLAN (CIP)

Each year County staff shall develop the Capital Improvements Plan (CIP), which covers all public improvement, building projects, and assets acquired over a certain threshold (described in Note III.B.) for a six-year period (the current year and five subsequent years).

All projects in the CIP should be based on investments determined by master plans that the County Board has formally reviewed and adopted (e.g., Highway Improvement Plan, Comprehensive Recreational Trails Plan, County Park Plan, Information Technology Plan, Facilities Plan, Fleet Management Plan, and the Solid Waste Management Plan.

A. RESPONSIBLE PARTICIPANTS

Requests for project inclusion in the CIP will be reviewed by the Budget Committee and adopted by the County Board annually.

B. PROJECT IDENTIFICATION

The CIP will display, to the maximum extent possible, all major projects in which the County is involved. While the following criteria may be used as a general guide to distinguish which projects should be included or excluded from the CIP, there are always exceptions which require management's judgment.

For purposes of the CIP, a CIP project is *generally* defined to be any project that possesses both of the following characteristics:

- (1) Exceeds an estimated cost of \$5,000; *and*
- (2) Provides for or extends the useful life of the asset at least three years.

Other items for consideration in the CIP include costs to decommission an existing asset; substantial non-capitalizable maintenance, upgrades, or repairs; or non-capitalizable technology enhancements.

C. CIP PROJECT SELECTION

The County has determined specific requirements for a project to be included in the CIP and has assigned an initial ranking system to determine priority. Projects will be reviewed by the CIP Advisory Committee. Projects will be selected by the Budget Committee and approved by the County Board, according to County Board priorities.

D. OPERATING BUDGET IMPACTS

Any new projects and all capital equipment purchases will be approved by the County Board on the premise that there will be little or no impact on operating budgets, or that the increase in future operating costs will be outweighed by the benefit provided by the project.

E. PROCEEDS

Auction and insurance proceeds received for the sale or destruction of motorized vehicles will be receipted to the Capital Projects Fund and will not impact current approved project expenditure budgets. The department may request replacement in the next CIP cycle. When the destruction of such assets infringes on the normal operation of the department, the department may request emergency replacement from the County Board.

Auction and insurance proceeds received for the Landfill Enterprise Fund, Tax Forfeit Fund, and Solid Waste (Non-Landfill) Fund will be receipted into their respective funds for ongoing replacement of assets and equipment.

F. BALANCED CIP

The adopted CIP is a structurally balanced six-year plan. This means that for the entire six-year period, revenues will be equal to project expenditures in the CIP. It is the responsibility of Finance and the County Administrator to present a structurally balanced CIP to the County Board.

G. CIP FUNDING STRATEGIES

The County's principal means of funding projects shall be Pay-As-You-Go financing (PAYGO). When additional funding is required, the County Board will determine whether to utilize long-term financing options.

The Landfill Enterprise Fund, Tax Forfeit Fund, and Solid Waste (Non-Landfill) Fund will utilize their own funding streams for asset acquisition or improvements, due to the dedicated purposes of these funds.

IV. CAPITAL BUDGETING

The first year of the Capital Improvements Plan (CIP) represents the current year's capital budget.

If the project costs at project completion are less than the budgeted amount, the balance will be unappropriated and returned to fund balance. The County Administrator is granted authority to allocate capital improvement savings to another CIP item up to the extent of

\$30,000 for each capital improvement. Any such CIP items will be specifically identified in the regular progress reviews as part of the quarterly reporting required in Note V, and will be subsequently reported to the Budget Committee

If the project costs at the time of bid award are greater than the budget amount, five options are available:

- (1) Eliminate the project.
- (2) Defer the project for consideration to the next financial plan period.
- (3) Re-scope or change the phasing of the project to meet the existing budget.
- (4) Transfer funding from another specified, lower-priority project.
- (5) Appropriate additional resources as necessary from fund balance upon approval by the County Board.

Any such actions taken will be specifically identified in the regular progress reviews as part of the quarterly reporting required in Note V.

V. PROJECT MANAGEMENT

Every CIP project will have a project manager who will prepare the project proposal, ensure the required phases are completed on schedule, authorize all project expenditures, ensure that all regulations and laws are observed, and report project status. At the close-out or completion of a project, the project manager is required to present a final summary of the project to the Finance Director. This summary shall include financial information regarding actual and budgeted expenditures.

Regular progress reviews: The project manager shall conduct quarterly capital project and program reviews on the physical and fiscal status of each project, and disclose this information to Finance. Project managers shall analyze project status, project expenditures, and remaining budget. Finance will provide such updates as appropriate to the Budget Committee.

Annual and multi-year project budgets: Each department must commit to the timely completion of each approved project. Each project approved by the County Administrator will have a one-year budget, with exceptions as follows:

- Patrol vehicle procurement processes may begin prior to budget availability, to allow time for manufacturing and outfitting, though all actual expenditures must occur in the approved budget year.
- Highway heavy equipment procurement processes may begin prior to budget availability, to allow time for manufacturing and outfitting, though all actual expenditures must occur in the approved budget year.
- Large construction projects, as deemed appropriate by the County Administrator, and as identified during the CIP process.
- Any other project deemed appropriate by the County Administrator, as identified during the CIP process.

VI. CAPITAL ASSET MANAGEMENT

A. CAPITALIZATION POLICY

Capital assets are defined as assets with an initial, individual cost of more than \$15,000 and an estimated useful life in excess of three years.

Software must meet additional requirements for capitalization. The County will capitalize fully developed procured software upon completion of implementation. The County will not capitalize the costs of contracting to develop software, as this will be expensed as professional services in the year incurred. However, if the County will maintain proprietary rights to such developed software, the County will capitalize developed software with allowable capitalizable costs in excess of \$100,000 and a useful life in excess of three years.

The County will continue to capitalize motorized vehicles (i.e., snowmobiles, ATVs, lawnmowers, etc.) although their individual cost may be less than \$15,000.

B. DEPRECIATION AND ESTIMATED USEFUL LIFE

Assets will be depreciated using the straight-line method. Estimated useful life of capital assets will be determined using reasonable assumptions, based on current information.

C. MAINTENANCE FUNDING

The County will replace equipment on a scheduled basis to reduce maintenance costs of old equipment and enhance performance due to new equipment technology. The County will maintain an annual building improvement budget.

D. ANNUAL INVENTORY

The County will perform an annual inventory that addresses the physical condition of its assets, by department by asset class.

E. PROCEEDS FROM THE SALE OR DESTRUCTION OF ASSETS

For financial reporting the County shall consider proceeds received during the fiscal year in excess of \$100,000, in aggregate, to be material and require disclosure in the Comprehensive Annual Financial Report (CAFR). Fiscal year proceeds less than \$100,000, in aggregate, shall be considered immaterial and will be reported as miscellaneous revenue in the CAFR.

VII. ASSET MANAGEMENT POLICY ADOPTION

The County's Capital Asset Investment and Management Policy shall be adopted by resolution of the County Board. The policy shall be reviewed on a biennial basis by the Budget Committee and any modifications made thereto must be approved by the County Board.



DEBT MANAGEMENT POLICY

CROW WING COUNTY BRainerd, MINNESOTA

Adopted by County Board
July 9, 2013
Amended July 25, 2017

Our Vision: Being Minnesota's favorite place.
Our Mission: Serve well. Deliver value. Drive results.
Our Values: Be responsible. Treat people right. Build a better future.

DEBT MANAGEMENT POLICY

TABLE OF CONTENTS

SECTION DESCRIPTION

- I. Debt Management Policy Statement of Purpose
- II. Scope
- III. Use of Debt Financing
 - A. Acceptable Purposes and Conditions for Use of Debt
 - B. Permissible Debt Instruments
 - C. Restrictions on the Use of Debt
 - D. Pay-As-You-Go Financing
- IV. Maximum Amounts of Debt Financing
- V. Structure of Debt
 - A. Maturity Guidelines
 - B. Fixed and Variable Rate Debt
 - C. Prepayment Provisions
 - D. Debt Service Schedule
 - E. Debt Service Funds
- VI. Debt Issuance
 - A. Approval of Issuance
 - B. Method of Sale
 - C. Professional Service Providers
 - D. Credit Ratings
- VII. Debt Management Process
 - A. Investment of Bond Proceeds
 - B. Compliance Practices
 - 1. Arbitrage
 - 2. Covenant Compliance
 - 3. Continuing Disclosure
 - C. Refunding Bonds
 - D. Financial Disclosure
- VIII. Debt Management Policy Adoption

I. DEBT MANAGEMENT POLICY STATEMENT OF PURPOSE

The Debt Management Policy sets forth comprehensive guidelines for the financing of capital expenditures identified in the Capital Improvements Plan (CIP). It is the objective of the policy that (1) the County obtain financing only when necessary, (2) the process for identifying the timing and amount of debt or other financing be as efficient as possible, (3) the most favorable interest rate and other related costs be obtained, and (4) when appropriate, future financial flexibility be maintained.

II. SCOPE

This policy applies to both conduit debt and debt issued directly by the County. It also provides guidelines regarding the execution of capital leases.

III. USE OF DEBT FINANCING

The primary tool used to plan for debt is the Capital Improvements Plan (CIP). Summaries of capital expenditures are prepared for each year of the CIP and matched with available funding from various sources. The CIP document will assist the County in determining the amount of spending that will be required to accommodate anticipated growth and development.

A. ACCEPTABLE PURPOSES AND CONDITIONS FOR USE OF DEBT

The County will use debt financing for one-time capital improvement projects and unusual equipment purchases, and only under the following circumstances:

- (1) when the project is included in the Capital Improvements Plan (CIP); **or**
- (2) when the project is mandated by federal or state authorities with no other viable funding option available; **or**
- (3) when the project is the result of growth-related activities within the community that require unanticipated and unplanned infrastructure or capital improvements by the County; **and**
- (4) when the project's useful life, or the projected service life of the equipment, will be equal to or exceed the term of the financing; **and**
- (5) when there are designated revenues sufficient to service a debt, whether from project revenues, other specified and reserved resources, or infrastructure cost sharing revenues.

B. PERMISSIBLE DEBT INSTRUMENTS

The County will issue debt using the following instruments:

- (1) General Obligation Bonds (Minn. Stat. § 475)
- (2) Revenue Bonds (Minn. Stat. § 475)
- (3) General Obligation Revenue Bonds (Minn. Stat. § 475)
- (4) County Capital Improvement Bonds (Minn. Stat. § 373.40)
- (5) Capital Notes (Equipment Notes) (Minn. Stat. § 373.01)
- (6) Courthouse Bonds (Minn. Stat. § 375.18)
- (7) State-Aid Road Bonds (Minn. Stat. § 162.181)
- (8) Bridge Bonds (Minn. Stat. § 165.10)
- (9) Jail Bonds (Minn. Stat. § 641.23)
- (10) Jail Lease Revenue Bonds (Minn. Stat. § 641.24)
- (11) Regional Jail Facility Bonds (Minn. Stat. § 641.264)
- (12) Healthcare (hospital) and Housing (nursing home) Bonds (Minn. Stat. § 447.45)
- (13) GO Supported Housing Development Revenue Bonds (Minn. Stat. § 469.001)
- (14) Refunding Bonds
- (15) Joint Library Bonds (Minn. Stat. § 134.41)
- (16) Solid Waste Bonds (Minn. Stat. § 400.101)
- (17) Ditch, Watershed & Drainage Bonds (Minn. Stat. §§ 103E & 429)
- (18) Lease Purchase Financing (Minn. Stat. § 465.71)
- (19) Tax Abatement (Minn. Stat. § 469.1813)
- (20) Regional Railroad Authority Bonds (Minn. Stat. § 398A.01)
- (21) Energy Improvement Bonds (Minn. Stat. § 216C.435)
- (22) Other bonds as authorized by statute

C. RESTRICTIONS ON THE USE OF DEBT

The County will not use long-term debt to finance current operating and maintenance expenditures.

The term of any bond issue will not exceed the useful life of the capital project/facility or equipment for which the borrowing is intended.

Net debt shall not be in excess of three percent of the market value of taxable property (Minn. Stat. § 475.53).

D. PAY-AS-YOU-GO FINANCING

Certain criteria will be used to evaluate pay-as-you-go financing (PAYGO) versus debt financing in funding capital improvements. The following factors favor PAYGO financing:

- (1) the project can be adequately funded from available current revenues and fund balances; or
- (2) the project can be completed in an acceptable timeframe given the available revenues; or
- (3) additional debt levels would adversely affect the County's credit rating or repayment sources; or
- (4) market conditions are unstable or suggest difficulties in marketing a debt.

IV. MAXIMUM AMOUNTS OF DEBT FINANCING

The County has self-imposed more restrictive limits on debt issuance than what is allowable by statute. The County will not engage in debt financing unless the proposed obligation, when combined with all existing bonded debts, meets the three following measures:

- (1) net direct debt per capita will not exceed \$1,000; and
- (2) direct debt as a percentage of estimated full market value of taxable property will not exceed 1.0%; and
- (3) annual debt service will not exceed 15% of budgeted governmental fund operating expenditures.

V. STRUCTURE OF DEBT

County debt will be structured to achieve the lowest possible net interest cost to the County given market conditions, the urgency of the capital project, and the nature and type of any security provided. County debt will be structured in a way that will not compromise the future flexibility to fund projects.

A. MATURITY GUIDELINES

County debts will be amortized for the shortest period consistent with a fair allocation of costs to current and future beneficiaries or users, and in keeping with other related provisions of this policy. The County normally shall issue bonds with a maximum life of 20 years or less.

B. FIXED AND VARIABLE RATE DEBT

The County will generally issue its debt on a fixed rate basis; however, particular conditions may arise where the County would consider the use of variable interest rates.

C. PREPAYMENT PROVISIONS

Redemption provisions and call features shall be evaluated in the context of each bond sale to enhance marketability of the bonds; to ensure flexibility related to potential early redemption; to foster future refunding transactions; or in consideration of special conditions of the transaction. The potential of additional costs and higher interest rates as a result of including a call provision shall also be evaluated.

D. DEBT SERVICE SCHEDULE

At a minimum, the County will seek to amortize general obligation bonds with level principal and interest costs over the life of the issue. Pushing higher costs to future years in order to reduce short-term budget liabilities will be considered only when natural disasters or extraordinary or unanticipated external factors make the short-term cost of general obligation bonds prohibitive.

E. DEBT SERVICE FUNDS

All payment of bonds shall be from the County's Debt Service Fund. The fund balance in the Debt Service Fund shall achieve a proper matching of revenues with principal and interest payments within each bond year and will be depleted at least once each bond year (except for a reasonable amount not to exceed the greater of the earnings on the fund for the immediately preceding bond year or 1/12th of the principal and interest payment on the issue for the immediately preceding bond year), making its best efforts to comply with arbitrage requirements.

VI. DEBT ISSUANCE

A. APPROVAL OF ISSUANCE

All proposed debt financings shall be authorized by the County Board.

B. METHOD OF SALE

Generally, the County shall seek to issue its bond obligations in a competitive sale. However, in the following instances the County will consider a negotiated sale:

- (1) Consultation with the County's Financial Advisor has deemed a negotiated sale prudent based on factors of the issuance (instrument, rate, call features, or other features); or
- (2) Bids were not received during a competitive sale; or
- (3) Bids received during a competitive sale are deemed unsatisfactory.

C. PROFESSIONAL SERVICE PROVIDERS

The County recognizes the nature of the municipal bond industry such that specialized consultants may need to be retained. In general, a competitive selection process will be used in the retention of any consultants; however, the Accounting and Finance Manager may also directly engage consultants on a case-by-case basis. The following contract advisors may be maintained for the County:

- (1) Financial advisor
- (2) Bond legal counsel
- (3) Underwriter
- (4) Fiscal agent

D. CREDIT RATINGS

The County Board shall be responsible for determining whether or not a rating shall be requested on a particular financing and which of the major rating agencies shall be asked to provide such a rating, based on advice received from the County's Financial Advisor.

VII. DEBT MANAGEMENT PROCESS

A. INVESTMENT OF BOND PROCEEDS

The proceeds of the bond sales will be invested until used for the intended project in order to maximize utilization of public funds. The investments will be made to obtain the highest level of safety and will be invested in accordance with the County's Investment Policy. Proceeds will be invested in a manner that complies with arbitrage and tax provisions.

B. COMPLIANCE PRACTICES

1. ARBITRAGE

The County will fully comply with federal arbitrage and rebate regulations. The County will take steps to minimize any rebate liability through the proactive management in the structuring and oversight of its individual debt issues by Financial Services staff. This effort shall include tracking investment earnings on bond proceeds, calculating rebate payments in compliance with tax law, and remitting any rebate earnings to the federal government in a timely manner in order to preserve the tax-exempt status of the County's outstanding debt issuances.

2. COVENANT COMPLIANCE

The County will comply with all covenants stated in the bond ordinance, contract, or any other documents containing a covenant. The Finance Director or Financial Services staff is responsible for monitoring covenant compliance.

3. CONTINUING DISCLOSURE

The County will meet secondary disclosure requirements in a timely and comprehensive manner, as stipulated by the SEC Rule 15c2-12. The County may elect to contract this service to the County's financial advisor. If service is not contracted, Financial Services staff shall be responsible for providing ongoing disclosure information to the Municipal Securities Rulemaking Board's (MSRB's) Electronic Municipal Market Access (EMMA) system.

C. REFUNDING BONDS

Periodic reviews of all outstanding debts will be undertaken to determine refunding opportunities. The County may determine to refund bonds in order to

- (1) take advantage of lower interest rates and achieve debt service cost savings, or
- (2) restructure debt to either lengthen the duration of debt or free up reserve funds, or
- (3) refund outstanding indebtedness when existing bond covenants or other financial structures impose on prudent and sound financial management, or
- (4) restructure debt to shorten the duration of debt, by utilization of County fund balance and/or property tax levy reallocations without causing an unacceptable spike in the property tax rate.

Generally, the County will consider a refunding only when the net economic benefit (i.e., when there is an aggregate net present value savings, expressed as a percentage of the par amount of the refunded bonds) at 3% and above for a current refunding, and 4% and above for an advance refunding. Refunding issues that produce a net present value savings of less than the targeted amounts may be considered on a case-by-case basis. Refunding issues with negative savings will not be considered unless a compelling public policy objective is served by the refunding.

D. FINANCIAL DISCLOSURE

The County is committed to full and complete primary and secondary financial disclosure, and to cooperating fully with rating agencies, institutional and individual investors, other levels of government, and the general public to share clear, comprehensible, and accurate financial information. The County is committed to meeting secondary disclosure requirements on a timely and comprehensive basis.

Official statements accompanying debt issues, Comprehensive Annual Financial Reports (CAFRs), and continuous disclosure statements will meet (at a minimum) the standards articulated by the Government Accounting Standards Board (GASB), the National Federation of Municipal Analysts, the Securities and Exchange Commission (SEC), and Generally Accepted Accounting Principles (GAAP). Financial Services shall be responsible for ongoing disclosure to established national information repositories and for maintaining compliance with disclosure standards promulgated by state and national regulatory bodies.

VIII. DEBT MANAGEMENT POLICY ADOPTION

The County's Debt Management Policy shall be adopted by resolution of the County Board. The policy shall be reviewed on a biennial basis by the Budget Committee and any modifications made thereto must be approved by the County Board.

CROW WING COUNTY
2019 - 2028
CAPITAL PROJECTS
FUNDING SUMMARY

<u>FUND</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>TOTALS</u>
HIGHWAY FUND (10) BY FUNDING SOURCE:									Plan does not have cost estimates for 2023+		
FEDERAL	\$ 2,140,831	\$ -	\$ 1,358,997	\$ 1,695,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,195,328
STATE (REGULAR, MUNICIPAL, BRIDGE BONDING)	4,087,554	4,087,554	4,087,554	4,087,554	-	-	-	-	-	-	16,350,216
CROW WING COUNTY LEVY	200,000	200,000	200,000	200,000	-	-	-	-	-	-	800,000
CROW WING COUNTY FUND BALANCE	5,524,000	-	-	-	-	-	-	-	-	-	5,524,000
CROW WING COUNTY LOCAL SALES TAX	2,805,420	2,805,420	2,805,420	2,805,420	-	-	-	-	-	-	11,221,680
TOWN BRIDGE	53,918	53,918	53,918	53,918	-	-	-	-	-	-	215,672
BRIDGE BONDING	-	-	-	175,000	-	-	-	-	-	-	175,000
LOCAL PARTICIPATION	50,000	50,000	50,000	200,000	-	-	-	-	-	-	350,000
HIGHWAY FUND (10)	\$ 14,861,723	\$ 7,196,892	\$ 8,555,889	\$ 9,217,392	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,831,896
CAPITAL PROJECTS FUND (43)	\$ 3,927,285	\$ 4,677,341	\$ 4,681,843	\$ 5,341,463	\$ 4,587,525	\$ 2,845,566	\$ 2,070,285	\$ 2,668,831	\$ 2,127,112	\$ 2,285,402	\$ 35,212,653
LANDFILL FUND (50)	\$ 4,273,580	\$ 175,000	\$ 467,920	\$ 790,320	\$ 292,261	\$ 693,305	\$ 2,935,074	\$ 221,431	\$ 230,288	\$ 239,500	\$ 10,318,679
SOLID WASTE (NON-LANDFILL) FUND (18)	\$ 949,540	\$ -	\$ -	\$ 75,000	\$ -	\$ 340,310	\$ 1,127,920	\$ -	\$ -	\$ -	\$ 2,492,770
GENERAL FUND RESERVES (2)	\$ 499,125	\$ 248,425	\$ 361,426	\$ 150,150	\$ 146,550	\$ 169,275	\$ 177,575	\$ 198,375	\$ 157,775	\$ 153,000	\$ 2,261,676
FORFEITED TAX SALE FUND (20)	\$ 108,200	\$ 108,405	\$ 18,308	\$ -	\$ -	\$ -	\$ 5,943	\$ 6,092	\$ 6,244	\$ 46,723	\$ 299,915
BONDING	\$ -	\$ -	\$ -	\$ -	\$ 3,500,000	\$ -	\$ 12,500,000	\$ 12,500,000	\$ -	\$ -	\$ 28,500,000
SUBTOTAL	\$ 9,757,730	\$ 5,209,171	\$ 5,529,497	\$ 6,356,933	\$ 8,526,336	\$ 4,048,456	\$ 18,816,797	\$ 15,594,729	\$ 2,521,419	\$ 2,724,625	\$ 79,085,693
GRAND TOTALS	\$ 24,619,453	\$ 12,406,063	\$ 14,085,386	\$ 15,574,325	\$ 8,526,336	\$ 4,048,456	\$ 18,816,797	\$ 15,594,729	\$ 2,521,419	\$ 2,724,625	\$ 118,917,589

CROW WING COUNTY
2019 - 2028
CAPITAL PROJECTS
DEPARTMENT SUMMARY

DEPARTMENT	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	TOTAL
HIGHWAY:											
HIGHWAY CONSTRUCTION	\$ 14,861,723	\$ 7,196,892	\$ 8,555,889	\$ 9,217,392	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,831,896
HIGHWAY MAINTENANCE/ENGINEERING	494,000	513,675	631,425	635,366	492,301	680,541	495,189	775,022	597,017	675,634	5,990,170
HIGHWAY TOTALS	\$ 15,355,723	\$ 7,710,567	\$ 9,187,314	\$ 9,852,758	\$ 492,301	\$ 680,541	\$ 495,189	\$ 775,022	\$ 597,017	\$ 675,634	\$ 45,822,066
SHERIFF:											
PATROL	\$ 1,905,625	\$ 1,935,706	\$ 812,109	\$ 967,697	\$ 5,289,414	\$ 501,465	\$ 506,136	\$ 419,349	\$ 475,295	\$ 725,485	\$ 13,538,281
JAIL	470,000	336,000	105,000	230,000	30,000	105,000	12,530,000	12,530,000	105,000	30,000	26,471,000
SHERIFF TOTALS	\$ 2,375,625	\$ 2,271,706	\$ 917,109	\$ 1,197,697	\$ 5,319,414	\$ 606,465	\$ 13,036,136	\$ 12,949,349	\$ 580,295	\$ 755,485	\$ 40,009,281
LAND SERVICES:											
LANDFILL	\$ 4,273,580	\$ 175,000	\$ 467,920	\$ 790,320	\$ 196,851	\$ 693,305	\$ 2,935,074	\$ 221,431	\$ 230,288	\$ 239,500	\$ 10,223,269
SOLID WASTE (NON-LANDFILL)	949,540	-	-	75,000	95,410	340,310	1,127,920	-	-	-	2,588,180
PARKS	-	-	-	-	-	-	-	-	-	-	-
CUSTOMER SERVICES	-	-	20,000	-	-	-	-	-	-	46,723	66,723
ENVIRONMENTAL SERVICES	-	-	-	50,000	35,000	-	-	-	-	46,723	131,723
PROPERTY VALUATION & CLASSIFICATION	150,000	100,000	-	50,000	50,000	50,000	-	-	-	-	400,000
PUBLIC LAND MANAGEMENT	108,200	108,405	53,308	-	-	-	5,943	6,092	6,244	-	288,192
LAND SERVICES TOTALS	\$ 5,481,320	\$ 383,405	\$ 541,228	\$ 965,320	\$ 377,261	\$ 1,083,615	\$ 4,068,937	\$ 227,523	\$ 236,532	\$ 332,946	\$ 13,698,087
ATTORNEY TOTALS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
INFORMATION TECHNOLOGY TOTALS	\$ 381,785	\$ 542,385	\$ 615,735	\$ 566,050	\$ 552,110	\$ 527,835	\$ 552,535	\$ 587,835	\$ 625,575	\$ 558,560	\$ 5,510,405
ELECTIONS TOTALS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
COMMUNITY SERVICES TOTALS	\$ 150,500	\$ 380,000	\$ 1,012,000	\$ 943,000	\$ 358,250	\$ 225,000	\$ 194,000	\$ 280,000	\$ 267,000	\$ 177,000	\$ 3,986,750
FACILITIES TOTALS	\$ 874,500	\$ 1,118,000	\$ 1,812,000	\$ 2,049,500	\$ 1,427,000	\$ 925,000	\$ 470,000	\$ 775,000	\$ 215,000	\$ 225,000	\$ 9,891,000
GRAND TOTALS	\$ 24,619,453	\$ 12,406,063	\$ 14,085,386	\$ 15,574,325	\$ 8,526,336	\$ 4,048,456	\$ 18,816,797	\$ 15,594,729	\$ 2,521,419	\$ 2,724,625	\$ 118,917,589

CROW WING COUNTY

2019

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
BI - Technology Tools Re-design	4001901	Community Services	Capital Improvement Projects Fund	41,000
Building Remodel	4001902	Community Services	Capital Improvement Projects Fund	44,500
EDMS - Document Management System	4001903	Community Services	Capital Improvement Projects Fund	65,000
		Community Services Total		150,500
Recording Software	5701901	Customer Services - Land Services	Fund 2 Reserved & Designated	150,000
Office Furniture/Cubicle Upgrades	5801901	Customer Services - Land Services	Public Land Management Fund	65,000
		Customer Services - Land Services Total		215,000
Cleaning Equipment Replacement	1101901	Facilities	Capital Improvement Projects Fund	5,000
Laminate repairs and chair rails	1101902	Facilities	Capital Improvement Projects Fund	5,000
Paint employee stairwell floor	1101903	Facilities	Capital Improvement Projects Fund	5,000
Epoxy Boiler Room Floor	1101904	Facilities	Capital Improvement Projects Fund	5,000
Painting in hallways, interview rooms, conf rooms	1101905	Facilities	Capital Improvement Projects Fund	5,000
LED lighting upgrades	1101906	Facilities	Capital Improvement Projects Fund	7,500
Meeting room 1 & 2 tables	1101907	Facilities	Capital Improvement Projects Fund	7,500
Door and hardware replacemet to 45 series doors	1101908	Facilities	Capital Improvement Projects Fund	10,000
AHU Rebuilds	1101909	Facilities	Capital Improvement Projects Fund	10,000
Airflow balancing of Jail	1101910	Facilities	Capital Improvement Projects Fund	10,000
Detention Locks	1101911	Facilities	Capital Improvement Projects Fund	10,000
Cloths dryer replacement	1101912	Facilities	Capital Improvement Projects Fund	12,000
Cloths washer replacement	1101913	Facilities	Capital Improvement Projects Fund	15,000
Replace carpet in hallways	1101914	Facilities	Capital Improvement Projects Fund	15,000
Campus Landscaping Repairs	1101915	Facilities	Capital Improvement Projects Fund	15,000
BAS Control Devices (VAV Controllers / Actuators)	1101916	Facilities	Capital Improvement Projects Fund	20,000
AHU Enthalpy Wheel Rebuild	1101917	Facilities	Capital Improvement Projects Fund	20,000
Meeting Room 1&2 Wall Partition	1101918	Facilities	Capital Improvement Projects Fund	22,500
Basement Mechanical Room Temperature Control and HVAC	1101919	Facilities	Capital Improvement Projects Fund	25,000
Heat Exchangers for HCH / LS	1101920	Facilities	Capital Improvement Projects Fund	25,000
Campus Security System Additions/Replacements	1101921	Facilities	Capital Improvement Projects Fund	25,000
Kitchen Steamer / Combi Oven	1101922	Facilities	Capital Improvement Projects Fund	25,000
Kitchen Exhaust Fan and Makeup Air Unit Balancing	1101923	Facilities	Capital Improvement Projects Fund	25,000
Terazzo floor repairs front lobby and employee landings	1101924	Facilities	Capital Improvement Projects Fund	25,000
Paint exterior of building	1101925	Facilities	Capital Improvement Projects Fund	30,000
Replace Carpets with low maintenance flooring	1101926	Facilities	Capital Improvement Projects Fund	30,000
Replace Front Doors	1101927	Facilities	Capital Improvement Projects Fund	30,000
Duress System Upgrade and Expansion	1101928	Facilities	Capital Improvement Projects Fund	35,000
Seal main electrical room walls and add mini-split cooling	1101929	Facilities	Capital Improvement Projects Fund	35,000
Sprinkler Heads Replacements - 150 heads Tamper Proof	1101930	Facilities	Capital Improvement Projects Fund	40,000
Increase Emergency Power	1101931	Facilities	Capital Improvement Projects Fund	50,000
Parking Lot Resurfacing and Curbs	1101932	Facilities	Capital Improvement Projects Fund	50,000
Campus Lighting Upgrades to LED	1101933	Facilities	Capital Improvement Projects Fund	50,000

CROW WING COUNTY

2019

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
Trench Drain Repairs	1101934	Facilities	Capital Improvement Projects Fund	50,000
Jail HVAC Controls / Fire System Upgrades Continuation	1101935	Facilities	Capital Improvement Projects Fund	50,000
Chiller #1 - Compressor Rebuild	1101936	Facilities	Capital Improvement Projects Fund	75,000
		Facilities Total		874,500
1379 Skid Loader	3011901	Highway	Capital Improvement Projects Fund	50,000
45 1.5 ton Maintenance Truck	3011902	Highway	Capital Improvement Projects Fund	65,000
1871 New Holland Large Tractor	3011903	Highway	Capital Improvement Projects Fund	119,000
39 Tandem axle Dump Truck	3011904	Highway	Capital Improvement Projects Fund	260,000
		Highway Total		494,000
Systems Center	1701906	Information Technology	Fund 2 Reserved & Designated	15,200
GIS Enhancements	1701907	Information Technology	Fund 2 Reserved & Designated	20,500
SharePoint/Web	1701908	Information Technology	Fund 2 Reserved & Designated	29,900
System and Network Security	1701909	Information Technology	Fund 2 Reserved & Designated	30,025
Phone Enhancements	1701910	Information Technology	Fund 2 Reserved & Designated	30,500
Employee reporting environment - tool (setup and training)	1701911	Information Technology	Fund 2 Reserved & Designated	44,000
Enhancements to Document Management	1701901	Information Technology	Capital Improvement Projects Fund	25,000
VDI	1701902	Information Technology	Capital Improvement Projects Fund	36,360
Server Additions and Replacements	1701903	Information Technology	Capital Improvement Projects Fund	36,700
Network	1701904	Information Technology	Capital Improvement Projects Fund	55,100
SAN Enhancements	1701905	Information Technology	Capital Improvement Projects Fund	58,500
		Information Technology Total		381,785
Phase III Demo Construction Oversight	5401901	Landfill	Landfill	52,870
Upgrade Entrance Road & Scale	5401902	Landfill	Landfill	100,000
Annual Installation of new Recirculation Laterals in cell 4	5401903	Landfill	Landfill	130,000
Northern Expansion (Cell 5/6)	5401904	Landfill	Landfill	168,730
Cell 5 Construction Oversight	5401905	Landfill	Landfill	236,230
Phase III Demo Construction	5401906	Landfill	Landfill	337,460
Cell 1/2 Closure Construction	5401907	Landfill	Landfill	739,830
Pond 5 Construction	5401908	Landfill	Landfill	787,410
Cell 5 Construction	5401909	Landfill	Landfill	1,721,050
		Landfill Total		4,273,580
Snowmobile	5801902	Public Land Management	Public Land Management Fund	8,200
Truck	5801903	Public Land Management	Public Land Management Fund	35,000
		Public Land Management Total		43,200
Bomb Squad Robot	2401909	Sheriff	Fund 2 Reserved & Designated	179,000
Jail pod painting & repair	2501901	Sheriff	Capital Improvement Projects Fund	30,000
Patrol Vehicle (Unit 6206 Replacement)	2401901	Sheriff	Capital Improvement Projects Fund	31,263
Patrol Vehicle (Unit 6309 Replacement)	2401902	Sheriff	Capital Improvement Projects Fund	31,263
Patrol Vehicle (Unit 6415 Replacement)	2401903	Sheriff	Capital Improvement Projects Fund	31,263
Patrol Vehicle (Unit 6416 Replacement)	2401904	Sheriff	Capital Improvement Projects Fund	31,263

CROW WING COUNTY

2019

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
Patrol Vehicle (Unit 6534 Replacement)	2401905	Sheriff	Capital Improvement Projects Fund	31,263
Patrol Vehicle (Unit 6535 Replacement)	2401906	Sheriff	Capital Improvement Projects Fund	31,263
Emergency Equipment Replacement	2401907	Sheriff	Capital Improvement Projects Fund	189,050
Camera Upgrades & Security Controls	2501902	Sheriff	Capital Improvement Projects Fund	440,000
LEC Updates	2401908	Sheriff	Capital Improvement Projects Fund	1,350,000
		Sheriff Total		2,375,625
Phase II Demo closure	5201901	Solid Waste (Non-Landfill)	Solid Waste (Non-Landfill) Fund	50,430
Phase II Demo closure Oversight	5201902	Solid Waste (Non-Landfill)	Solid Waste (Non-Landfill) Fund	58,500
Cell 1/2 Closure Construction Oversight	5201903	Solid Waste (Non-Landfill)	Solid Waste (Non-Landfill) Fund	140,610
Cell 1/2 Closure Construction	5201904	Solid Waste (Non-Landfill)	Solid Waste (Non-Landfill) Fund	700,000
		Solid Waste (Non-Landfill) Total		949,540
		Grand Total		9,757,730

CROW WING COUNTY

2020

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
Field Staff Tablets/GPS Devices	5702001	Assessing Services	Capital Improvement Projects Fund	100,000
		Assessing Services Total		100,000
BI - Technology Tools Re-design	4001901	Community Services	Capital Improvement Projects Fund	67,000
EDMS - Document Management System	4001903	Community Services	Capital Improvement Projects Fund	279,000
Vehicle Replacement (Van 8902)	4002001	Community Services	Capital Improvement Projects Fund	34,000
		Community Services Total		380,000
Door and hardware replacemet to 45 series doors	1101908	Facilities	Capital Improvement Projects Fund	10,000
AHU Rebuilds	1101909	Facilities	Capital Improvement Projects Fund	10,000
Airflow balancing of Jail	1101910	Facilities	Capital Improvement Projects Fund	10,000
Detention Locks	1101911	Facilities	Capital Improvement Projects Fund	10,000
Cloths dryer replacement	1101912	Facilities	Capital Improvement Projects Fund	12,000
Cloths washer replacement	1101913	Facilities	Capital Improvement Projects Fund	15,000
BAS Control Devices (VAV Controllers / Actuators)	1101916	Facilities	Capital Improvement Projects Fund	20,000
Increase Emergency Power	1101931	Facilities	Capital Improvement Projects Fund	50,000
Parking Lot Resurfacing and Curbs	1101932	Facilities	Capital Improvement Projects Fund	100,000
Replacement zero turn mower	11019262	Facilities	Capital Improvement Projects Fund	15,000
Plumbing fixture hardware replacement	1102001	Facilities	Capital Improvement Projects Fund	5,000
Jail steam trap rebuilds	1102002	Facilities	Capital Improvement Projects Fund	5,000
Seal AHU room floors	1102003	Facilities	Capital Improvement Projects Fund	5,000
Basement staircase and handrail upgrades	1102004	Facilities	Capital Improvement Projects Fund	5,000
Paint brown facia	1102005	Facilities	Capital Improvement Projects Fund	6,000
AHU Motor Replacements	1102006	Facilities	Capital Improvement Projects Fund	7,000
Drain tile pumps in AHU 2	1102007	Facilities	Capital Improvement Projects Fund	7,000
Paint concrete floors / stairs	1102008	Facilities	Capital Improvement Projects Fund	11,000
Replace VCT with low maintenance flooring	1102009	Facilities	Capital Improvement Projects Fund	15,000
Mobile wall furniture for open spaces in SE public areas	1102010	Facilities	Capital Improvement Projects Fund	15,000
Garbage disposal replacement	1102012	Facilities	Capital Improvement Projects Fund	15,000
Sealing floors in air handling rooms	1102013	Facilities	Capital Improvement Projects Fund	15,000
CP Motors (50HP and up)	1102014	Facilities	Capital Improvement Projects Fund	20,000
LED Lights @ Crosslake	1102015	Facilities	Capital Improvement Projects Fund	20,000
Sub-dayrooms motorized window hardware replacements	1102016	Facilities	Capital Improvement Projects Fund	30,000
Toilet pushbutton replacements	1102017	Facilities	Capital Improvement Projects Fund	30,000
Cement for fuel tanks	1102018	Facilities	Capital Improvement Projects Fund	30,000
Unit Heaters @ Crosslake	1102019	Facilities	Capital Improvement Projects Fund	30,000
AHU VFD Replacements	1102022	Facilities	Capital Improvement Projects Fund	40,000
New Refrigerator and Freezer Evaporator and Condensers	1102023	Facilities	Capital Improvement Projects Fund	40,000
Water Softener Replacement and Iron Removal System	1102024	Facilities	Capital Improvement Projects Fund	40,000
Smoke Detector Replacements	1102025	Facilities	Capital Improvement Projects Fund	50,000
Update basement finishes	1102028	Facilities	Capital Improvement Projects Fund	50,000
UPS Upgrade for Central Services Data Room	1102029	Facilities	Capital Improvement Projects Fund	55,000

CROW WING COUNTY

2020

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
UPS	1102030	Facilities	Capital Improvement Projects Fund	55,000
Chiller #2 - Compressor Rebuild	1102032	Facilities	Capital Improvement Projects Fund	75,000
UPS replacements - Two Units	1102033	Facilities	Capital Improvement Projects Fund	120,000
Terazzo Floor Replacements	1102034	Facilities	Capital Improvement Projects Fund	50,000
Loadbank Test Cat Generator	1102035	Facilities	Capital Improvement Projects Fund	10,000
Replace Exterior Entrance Doors	1102036	Facilities	Capital Improvement Projects Fund	10,000
		Facilities Total		1,118,000
1872 New Holland Tractor Flail Large Mower	3011905	Highway	Capital Improvement Projects Fund	25,625
CrossLake Fuel System Pump Replacement	30119052	Highway	Capital Improvement Projects Fund	35,875
HWY Dept. Fuel System Pump Replacement	3011907	Highway	Capital Improvement Projects Fund	35,000
42 1.5 Ton Maintenance Truck	3012002	Highway	Capital Improvement Projects Fund	66,625
Survey Equipment/Engineering Software/Format Plotter	3012005	Highway	Capital Improvement Projects Fund	84,050
29 Tandem axle Dump Truck	3012101	Highway	Capital Improvement Projects Fund	266,500
		Highway Total		513,675
Systems Center	1701906	Information Technology	Fund 2 Reserved & Designated	7,600
GIS Enhancements	1701907	Information Technology	Fund 2 Reserved & Designated	25,000
SharePoint/Web	1701908	Information Technology	Fund 2 Reserved & Designated	32,000
System and Network Security	1701909	Information Technology	Fund 2 Reserved & Designated	35,025
Phone Enhancements	1701910	Information Technology	Fund 2 Reserved & Designated	12,500
Employee reporting environment - tool (setup and training)	1701911	Information Technology	Fund 2 Reserved & Designated	36,000
Enhancements to Document Management	1701901	Information Technology	Capital Improvement Projects Fund	100,000
VDI	1701902	Information Technology	Capital Improvement Projects Fund	36,360
Server Additions and Replacements	1701903	Information Technology	Capital Improvement Projects Fund	58,200
Network	1701904	Information Technology	Capital Improvement Projects Fund	48,300
SAN Enhancements	1701905	Information Technology	Capital Improvement Projects Fund	76,400
CRM	1702001	Information Technology	Capital Improvement Projects Fund	75,000
		Information Technology Total		542,385
Annual Installation of new Recirculation Laterals in cell 4	5401903	Landfill	Landfill	175,000
		Landfill Total		175,000
Permit Software	5802002	Public Land Management	Public Land Management Fund	100,000
Snowmobile	5802204	Public Land Management	Public Land Management Fund	8,405
		Public Land Management Total		108,405
Mobile Crime Lab/Command Trailer	2402010	Sheriff	Fund 2 Reserved & Designated	100,300
Jail pod painting & repair	2501901	Sheriff	Capital Improvement Projects Fund	30,000
Emergency Equipment Replacement	2401907	Sheriff	Capital Improvement Projects Fund	156,972
Camera Upgrades & Security Controls	2501902	Sheriff	Capital Improvement Projects Fund	306,000
LEC Updates	2401908	Sheriff	Capital Improvement Projects Fund	1,350,000
Boat & Water Vehicle (Unit 6223 Replacement)	24019072	Sheriff	Capital Improvement Projects Fund	58,950
Boat & Water - Boat (Unit 6983 Replacement)	24019082	Sheriff	Capital Improvement Projects Fund	34,670
Patrol Vehicle (Unit 6307 Replacement)	2402001	Sheriff	Capital Improvement Projects Fund	32,044

CROW WING COUNTY
2020
CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
Patrol Vehicle (Unit 6418 Replacement)	2402002	Sheriff	Capital Improvement Projects Fund	32,044
Patrol Vehicle (Unit 6308 Replacement)	2402003	Sheriff	Capital Improvement Projects Fund	32,044
Patrol Vehicle (Unit 6505 Replacement)	2402004	Sheriff	Capital Improvement Projects Fund	32,044
Boat & Water Vehicle (Unit 6222 Replacement)	2402007	Sheriff	Capital Improvement Projects Fund	39,924
Boat & Water - Boat (Unit 6081 Replacement)	2402008	Sheriff	Capital Improvement Projects Fund	34,670
Patrol Vehicle (Unit 6609 Replacement)	2402102	Sheriff	Capital Improvement Projects Fund	32,044
		Sheriff Total		2,271,706
		Grand Total		5,209,171

CROW WING COUNTY

2021

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
BI - Technology Tools Re-design	4001901	Community Services	Capital Improvement Projects Fund	242,000
Building Remodel	4001902	Community Services	Capital Improvement Projects Fund	600,000
EDMS - Document Management System	4001903	Community Services	Capital Improvement Projects Fund	135,000
Vehicle Replacement (Van 8002)	4002101	Community Services	Capital Improvement Projects Fund	35,000
		Community Services Total		1,012,000
Projectors for two meeting rooms	5012103	Customer Services - Land Services	Capital Improvement Projects Fund	20,000
		Customer Services - Land Services Total		20,000
Cleaning Equipment Replacement	1101901	Facilities	Capital Improvement Projects Fund	5,000
Door and hardware replacemet to 45 series doors	1101908	Facilities	Capital Improvement Projects Fund	10,000
AHU Rebuilds	1101909	Facilities	Capital Improvement Projects Fund	10,000
Airflow balancing of Jail	1101910	Facilities	Capital Improvement Projects Fund	10,000
Detention Locks	1101911	Facilities	Capital Improvement Projects Fund	15,000
Cloths dryer replacement	1101912	Facilities	Capital Improvement Projects Fund	12,000
Replace carpet in hallways	1101914	Facilities	Capital Improvement Projects Fund	15,000
BAS Control Devices (VAV Controllers / Actuators)	1101916	Facilities	Capital Improvement Projects Fund	20,000
Increase Emergency Power	1101931	Facilities	Capital Improvement Projects Fund	50,000
Parking Lot Resurfacing and Curbs	1101932	Facilities	Capital Improvement Projects Fund	100,000
Plumbing fixture hardware replacement	1102001	Facilities	Capital Improvement Projects Fund	5,000
AHU Motor Replacements	1102006	Facilities	Capital Improvement Projects Fund	7,000
Replace VCT with low maintenance flooring	1102009	Facilities	Capital Improvement Projects Fund	10,000
Mobile wall furniture for open spaces in SE public areas	1102010	Facilities	Capital Improvement Projects Fund	15,000
CP Motors (50HP and up)	1102014	Facilities	Capital Improvement Projects Fund	20,000
AHU VFD Replacements	1102022	Facilities	Capital Improvement Projects Fund	40,000
Replace Exterior Entrance Doors	1102036	Facilities	Capital Improvement Projects Fund	10,000
Exhaust fan rebuilds	1102101	Facilities	Capital Improvement Projects Fund	5,000
Switchgear cleaning and 3 transfer switch services	1102102	Facilities	Capital Improvement Projects Fund	6,000
Condensate pump rebuilds	1102103	Facilities	Capital Improvement Projects Fund	5,000
Tilt skillet	1102104	Facilities	Capital Improvement Projects Fund	15,000
Jail humidification boiler burner and gas train replacemet	1102105	Facilities	Capital Improvement Projects Fund	17,000
Overhead door replacements	1102106	Facilities	Capital Improvement Projects Fund	20,000
Elevator Upgrade	1102107	Facilities	Capital Improvement Projects Fund	25,000
Ductwork and diffuser cleaning	1102108	Facilities	Capital Improvement Projects Fund	30,000
Replace oldest 1023 JD tractor	1102109	Facilities	Capital Improvement Projects Fund	35,000
RO System for Judicial/Jail	1102110	Facilities	Capital Improvement Projects Fund	40,000
LED lighting	1102111	Facilities	Capital Improvement Projects Fund	40,000
Epoxy garage floors (Maintenance and Sheriff)	1102112	Facilities	Capital Improvement Projects Fund	45,000
Parking lot resurfacing and curbs	1102114	Facilities	Capital Improvement Projects Fund	50,000
Furniture Upgrades	1102115	Facilities	Capital Improvement Projects Fund	100,000
Security Cameras	1102116	Facilities	Capital Improvement Projects Fund	50,000
LED Lighting - Campus	1102117	Facilities	Capital Improvement Projects Fund	50,000
LED lighting	1102118	Facilities	Capital Improvement Projects Fund	50,000

CROW WING COUNTY

2021

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
LED Lighting	1102119	Facilities	Capital Improvement Projects Fund	50,000
LED lighting	1102120	Facilities	Capital Improvement Projects Fund	60,000
Carport for fleet vehicles	1102121	Facilities	Capital Improvement Projects Fund	60,000
Boiler - Rebuilds	1102122	Facilities	Capital Improvement Projects Fund	75,000
Highway Truck Bay wall cleaning and floor epoxy	1102123	Facilities	Capital Improvement Projects Fund	230,000
Court Room 2, Judges Chambers, and Hearing Room 2 Buildout	1102124	Facilities	Capital Improvement Projects Fund	400,000
		Facilities Total		1,812,000
Survey Equipment/Engineering Software/Recorders Fund	30121052	Highway	Fund 2 Reserved & Designated	86,151
Inventory management scanning system	3011906	Highway	Capital Improvement Projects Fund	47,278
30 Tandem axle Dump Truck	3012001	Highway	Capital Improvement Projects Fund	273,163
1171 New Holland Large Tractor	3012103	Highway	Capital Improvement Projects Fund	125,024
1601 Backhoe/Loader	3012602	Highway	Capital Improvement Projects Fund	99,809
		Highway Total		631,425
Systems Center	1701906	Information Technology	Fund 2 Reserved & Designated	7,600
GIS Enhancements	1701907	Information Technology	Fund 2 Reserved & Designated	20,000
SharePoint/Web	1701908	Information Technology	Fund 2 Reserved & Designated	37,800
System and Network Security	1701909	Information Technology	Fund 2 Reserved & Designated	84,275
Phone Enhancements	1701910	Information Technology	Fund 2 Reserved & Designated	30,500
Employee reporting environment - tool (setup and training)	1701911	Information Technology	Fund 2 Reserved & Designated	44,000
Enhancements to Document Management	1701901	Information Technology	Capital Improvement Projects Fund	60,000
VDI	1701902	Information Technology	Capital Improvement Projects Fund	36,360
Server Additions and Replacements	1701903	Information Technology	Capital Improvement Projects Fund	59,700
Network	1701904	Information Technology	Capital Improvement Projects Fund	44,000
SAN Enhancements	1701905	Information Technology	Capital Improvement Projects Fund	41,500
CRM	1702001	Information Technology	Capital Improvement Projects Fund	150,000
		Information Technology Total		615,735
Annual Installation of new Recirculation Laterals in cell 4	5401903	Landfill	Landfill	182,000
EAW/Comment Response	5402101	Landfill	Landfill	285,920
		Landfill Total		467,920
Hunter/Hiker Trail Signs	5802102	Parks	Fund 2 Reserved & Designated	35,000
		Parks Total		35,000
ATV	5802003	Public Land Management	Public Land Management Fund	9,154
ATV	5802004	Public Land Management	Public Land Management Fund	9,154
		Public Land Management Total		18,308
ATV (Unit 6961 Replacement)	2402108	Sheriff	Fund 2 Reserved & Designated	16,100
Jail pod painting & repair	2501901	Sheriff	Capital Improvement Projects Fund	30,000
Emergency Equipment Replacement	2401907	Sheriff	Capital Improvement Projects Fund	109,450
Patrol Vehicle (Unit 6421 Replacement)	2402101	Sheriff	Capital Improvement Projects Fund	32,845
Patrol Vehicle (Unit 6610 Replacement)	2402103	Sheriff	Capital Improvement Projects Fund	32,845
Patrol Vehicle (Unit 6755 Replacement)	2402104	Sheriff	Capital Improvement Projects Fund	32,845
Investigator Vehicle (Unit 6448 Replacement)	2402105	Sheriff	Capital Improvement Projects Fund	45,229
Boat & Water Vehicle (Unit 6251 Replacement)	2402106	Sheriff	Capital Improvement Projects Fund	40,992

CROW WING COUNTY

2021

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
Boat & Water - Boat (Unit 6781 Replacement)	2402107	Sheriff	Capital Improvement Projects Fund	75,382
ATV (Unit 6265 Replacement)	2402109	Sheriff	Capital Improvement Projects Fund	15,076
Microwave Path to Crosby	2402110	Sheriff	Capital Improvement Projects Fund	35,000
EOC Video Wall	2402111	Sheriff	Capital Improvement Projects Fund	75,000
Asset Management Scanner	2402112	Sheriff	Capital Improvement Projects Fund	66,500
Rifle Range Improvements	2402113	Sheriff	Capital Improvement Projects Fund	62,000
Rifle Range Climate Protection	2402114	Sheriff	Capital Improvement Projects Fund	85,000
Sheriff's Office Painting & Repair	2402115	Sheriff	Capital Improvement Projects Fund	15,000
Asphalt for the cold storage building at Highway	2402116	Sheriff	Capital Improvement Projects Fund	40,000
Patrol Vehicle (Unit 6419 Replacement)	2402203	Sheriff	Capital Improvement Projects Fund	32,845
Jail Appliance Replacement	2502101	Sheriff	Capital Improvement Projects Fund	75,000
	Sheriff Total			917,109
	Grand Total			5,529,497

CROW WING COUNTY

2022

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
Modules/Upgrades to Tyler/IAS World	5702202	Assessing Services	Capital Improvement Projects Fund	50,000
		Assessing Services Total		50,000
Building Remodel	4001902	Community Services	Capital Improvement Projects Fund	600,000
BI - Technology Tools Re-design	4001901	Community Services	Capital Improvement Projects Fund	225,000
EDMS - Document Management System	4001903	Community Services	Capital Improvement Projects Fund	118,000
		Community Services Total		943,000
Survey Equipment	5112203	Environmental Services	Capital Improvement Projects Fund	50,000
		Environmental Services Total		50,000
Detention Locks	1101911	Facilities	Capital Improvement Projects Fund	15,000
BAS Control Devices (VAV Controllers / Actuators)	1101916	Facilities	Capital Improvement Projects Fund	20,000
Increase Emergency Power	1101931	Facilities	Capital Improvement Projects Fund	50,000
Parking Lot Resurfacing and Curbs	1101932	Facilities	Capital Improvement Projects Fund	100,000
Replace carpet in S stairwell	11019082	Facilities	Capital Improvement Projects Fund	7,500
Replace VCT with low maintenance flooring	11019202	Facilities	Capital Improvement Projects Fund	15,000
Plumbing fixture hardware replacement	1102001	Facilities	Capital Improvement Projects Fund	5,000
AHU Motor Replacements	1102006	Facilities	Capital Improvement Projects Fund	7,000
Mobile wall furniture for open spaces in SE public areas	1102010	Facilities	Capital Improvement Projects Fund	15,000
CP Motors (50HP and up)	1102014	Facilities	Capital Improvement Projects Fund	10,000
AHU VFD Replacements	1102022	Facilities	Capital Improvement Projects Fund	40,000
Exhaust fan rebuilds	1102101	Facilities	Capital Improvement Projects Fund	5,000
Parking lot resurfacing and curbs	1102114	Facilities	Capital Improvement Projects Fund	50,000
Furniture Upgrades	1102115	Facilities	Capital Improvement Projects Fund	100,000
Boiler - Rebuilds	1102122	Facilities	Capital Improvement Projects Fund	75,000
Court Room 2, Judges Chambers, and Hearing Room 2 Buildout	1102124	Facilities	Capital Improvement Projects Fund	250,000
Air compressor	1102201	Facilities	Capital Improvement Projects Fund	5,000
Cleaning ductwork	1102202	Facilities	Capital Improvement Projects Fund	20,000
Mixing valve replacements	1102204	Facilities	Capital Improvement Projects Fund	25,000
UPS replacement - CS	1102205	Facilities	Capital Improvement Projects Fund	30,000
Replace oldest 1023 JD tractor	1102206	Facilities	Capital Improvement Projects Fund	35,000
UPS replacement	1102207	Facilities	Capital Improvement Projects Fund	50,000
Remake front entrance	1102208	Facilities	Capital Improvement Projects Fund	75,000
LED lighting - Courtrooms, judges chambers/halls	1102209	Facilities	Capital Improvement Projects Fund	75,000
Remodel computer training room and public research room	1102210	Facilities	Capital Improvement Projects Fund	150,000
Epoxy Floor @ Crosslake	1102211	Facilities	Capital Improvement Projects Fund	100,000
Elevator Upgrade	1102212	Facilities	Capital Improvement Projects Fund	100,000
Lochinvar Replacements	1102213	Facilities	Capital Improvement Projects Fund	125,000
Replace Carpets in Waiting Areas	1102215	Facilities	Capital Improvement Projects Fund	12,000
Upgrade 3rd Floor Restrooms	1102216	Facilities	Capital Improvement Projects Fund	80,000
Truck Bay RTU/Heating	1102217	Facilities	Capital Improvement Projects Fund	60,000
Enclose Mezzanine by Air Compressor and Electrical Gear	1102218	Facilities	Capital Improvement Projects Fund	50,000

CROW WING COUNTY

2022

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
Replace windows	1102219	Facilities	Capital Improvement Projects Fund	150,000
Replace skylight in atrium	1102220	Facilities	Capital Improvement Projects Fund	125,000
Loadbank Test Cat Generator	1102035	Facilities	Capital Improvement Projects Fund	10,000
Replace Exterior Entrance Doors	1102036	Facilities	Capital Improvement Projects Fund	8,000
		Facilities Total		2,049,500
Crow Wing County Fuel Key Terminal System Replacement	30119053	Highway	Capital Improvement Projects Fund	48,460
43 Tandem axle Dump Truck	3012201	Highway	Capital Improvement Projects Fund	279,992
1778 Skid Loader	3012202	Highway	Capital Improvement Projects Fund	53,845
1858 Supervisor Vehicle	3012204	Highway	Capital Improvement Projects Fund	37,691
15 Wheel Loader	3012502	Highway	Capital Improvement Projects Fund	215,378
		Highway Total		635,366
CRM	1702001	Information Technology	Capital Improvement Projects Fund	100,000
Enhancements to Document Management	1701901	Information Technology	Capital Improvement Projects Fund	60,000
VDI	1701902	Information Technology	Capital Improvement Projects Fund	92,000
Server Additions and Replacements	1701903	Information Technology	Capital Improvement Projects Fund	60,700
Network	1701904	Information Technology	Capital Improvement Projects Fund	44,000
SAN Enhancements	1701905	Information Technology	Capital Improvement Projects Fund	59,200
Systems Center	1701906	Information Technology	Fund 2 Reserved & Designated	15,200
GIS Enhancements	1701907	Information Technology	Fund 2 Reserved & Designated	20,000
SharePoint/Web	1701908	Information Technology	Fund 2 Reserved & Designated	35,000
System and Network Security	1701909	Information Technology	Fund 2 Reserved & Designated	31,450
Phone Enhancements	1701910	Information Technology	Fund 2 Reserved & Designated	12,500
Employee reporting environment - tool (setup and training)	1701911	Information Technology	Fund 2 Reserved & Designated	36,000
		Information Technology Total		566,050
Permit Mod for Cell 7 expansion	5402201	Landfill	Landfill	442,870
Phase III Expansion Hydro	5402202	Landfill	Landfill	158,170
Annual Installation of new Recirculation Laterals in cell 4	5401903	Landfill	Landfill	189,280
		Landfill Total		790,320
Sheriff's Office Painting & Repair	2402115	Sheriff	Capital Improvement Projects Fund	15,000
Court metal detector and x-ray machine	2402201	Sheriff	Capital Improvement Projects Fund	15,000
Patrol Vehicle (Unit 6502 Replacement)	2402202	Sheriff	Capital Improvement Projects Fund	33,666
Patrol Vehicle (Unit 6501 Replacement)	2402204	Sheriff	Capital Improvement Projects Fund	33,666
Patrol Vehicle (Unit 6607 Replacement)	2402205	Sheriff	Capital Improvement Projects Fund	33,666
Tac Team Vehicle (Unit 892 Replacement)	2402206	Sheriff	Capital Improvement Projects Fund	49,672
Administration Vehicle (Unit 6352 Replacement)	2402207	Sheriff	Capital Improvement Projects Fund	46,360
Boat & Water - Boat (Unit 6981 Replacement)	2402208	Sheriff	Capital Improvement Projects Fund	77,267
System Redundancy	2402210	Sheriff	Capital Improvement Projects Fund	500,000
Microwave Radio Replacement	2402211	Sheriff	Capital Improvement Projects Fund	65,000
Jail Body Scanner	2502201	Sheriff	Capital Improvement Projects Fund	200,000
Jail pod painting & repair	2501901	Sheriff	Capital Improvement Projects Fund	30,000

CROW WING COUNTY
2022
CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
Emergency Equipment Replacement	2401907	Sheriff	Capital Improvement Projects Fund	98,400
		Sheriff Total		1,197,697
Forlift Replacement	5202203	Solid Waste (Non-Landfill)	Solid Waste (Non-Landfill) Fund	75,000
		Solid Waste (Non-Landfill) Total		75,000
		Grand Total		6,356,933

CROW WING COUNTY

2023

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
Modules/Upgrades to Tyler/IAS World	5702301	Assessing Services	Capital Improvement Projects Fund	50,000
		Assessing Services Total		50,000
Building Remodel	4001902	Community Services	Capital Improvement Projects Fund	150,000
BI - Technology Tools Re-design	4001901	Community Services	Capital Improvement Projects Fund	125,000
EDMS - Document Management System	4001903	Community Services	Capital Improvement Projects Fund	83,250
		Community Services Total		358,250
Truck	5112302	Environmental Services	Capital Improvement Projects Fund	35,000
		Environmental Services Total		35,000
Cleaning Equipment Replacement	1101901	Facilities	Capital Improvement Projects Fund	5,000
Replace carpet in hallways	1101914	Facilities	Capital Improvement Projects Fund	15,000
Detention Locks	1101911	Facilities	Capital Improvement Projects Fund	20,000
Parking Lot Resurfacing and Curbs	1101932	Facilities	Capital Improvement Projects Fund	100,000
Replacement zero turn mower	11019262	Facilities	Capital Improvement Projects Fund	30,000
Plumbing fixture hardware replacement	1102001	Facilities	Capital Improvement Projects Fund	5,000
AHU Motor Replacements	1102006	Facilities	Capital Improvement Projects Fund	7,000
CP Motors (50HP and up)	1102014	Facilities	Capital Improvement Projects Fund	10,000
AHU VFD Replacements	1102022	Facilities	Capital Improvement Projects Fund	40,000
Exhaust fan rebuilds	1102101	Facilities	Capital Improvement Projects Fund	10,000
Condensate pump rebuilds	1102103	Facilities	Capital Improvement Projects Fund	5,000
Furniture Upgrades	1102115	Facilities	Capital Improvement Projects Fund	100,000
Security Cameras	1102116	Facilities	Capital Improvement Projects Fund	50,000
Boiler - Rebuilds	1102122	Facilities	Capital Improvement Projects Fund	60,000
Cleaning ductwork	1102202	Facilities	Capital Improvement Projects Fund	20,000
Replace Carpets in Waiting Areas	1102215	Facilities	Capital Improvement Projects Fund	12,000
Data room mini split AC unis	1102301	Facilities	Capital Improvement Projects Fund	15,000
Jail sink pushbutton rebuilds	1102302	Facilities	Capital Improvement Projects Fund	20,000
Cooling tower gear reducers rebuilds	1102303	Facilities	Capital Improvement Projects Fund	20,000
Roof replacement	1102304	Facilities	Capital Improvement Projects Fund	175,000
Roof replacement	1102306	Facilities	Capital Improvement Projects Fund	450,000
AHU 1 & 2 Replacements with VAV reheats	1102308	Facilities	Capital Improvement Projects Fund	250,000
Replace Exterior Entrance Doors	1102036	Facilities	Capital Improvement Projects Fund	8,000
		Facilities Total		1,427,000
108 50,000lb Equipment Trailer	3012206	Highway	Capital Improvement Projects Fund	60,710
158 Pavement Cutter	3012207	Highway	Capital Improvement Projects Fund	17,661
27 Tandem axle Dump Truck	3012301	Highway	Capital Improvement Projects Fund	286,991
1880 Skid Loader	3012302	Highway	Capital Improvement Projects Fund	55,191
1872 Craftco Tar Melter	3012305	Highway	Capital Improvement Projects Fund	71,748
		Highway Total		492,301
Systems Center	1701906	Information Technology	Fund 2 Reserved & Designated	7,600
GIS Enhancements	1701907	Information Technology	Fund 2 Reserved & Designated	20,000

CROW WING COUNTY

2023

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
SharePoint/Web	1701908	Information Technology	Fund 2 Reserved & Designated	28,000
System and Network Security	1701909	Information Technology	Fund 2 Reserved & Designated	16,450
Phone Enhancements	1701910	Information Technology	Fund 2 Reserved & Designated	30,500
Employee reporting environment - tool (setup and training)	1701911	Information Technology	Fund 2 Reserved & Designated	44,000
Enhancements to Document Management	1701901	Information Technology	Capital Improvement Projects Fund	60,000
VDI	1701902	Information Technology	Capital Improvement Projects Fund	36,360
Server Additions and Replacements	1701903	Information Technology	Capital Improvement Projects Fund	63,700
Network	1701904	Information Technology	Capital Improvement Projects Fund	44,000
SAN Enhancements	1701905	Information Technology	Capital Improvement Projects Fund	101,500
CRM	1702001	Information Technology	Capital Improvement Projects Fund	100,000
		Information Technology Total		552,110
Annual Installation of new Recirculation Laterals in cell 4	5401903	Landfill	Landfill	196,851
		Landfill Total		196,851
Jail pod painting & repair	2501901	Sheriff	Capital Improvement Projects Fund	30,000
Emergency Equipment Replacement	2401907	Sheriff	Capital Improvement Projects Fund	121,600
Sheriff's Office Painting & Repair	2402115	Sheriff	Capital Improvement Projects Fund	15,000
System Redundancy	2402210	Sheriff	Capital Improvement Projects Fund	500,000
Patrol Vehicle (Unit 6828 Replacement)	2402301	Sheriff	Capital Improvement Projects Fund	34,508
Patrol Vehicle (Unit 6722 Replacement)	2402302	Sheriff	Capital Improvement Projects Fund	34,508
Patrol Vehicle (Transport Replacement)	2402303	Sheriff	Capital Improvement Projects Fund	34,508
Administration Vehicle (Unit 6536 Replacement)	2402304	Sheriff	Capital Improvement Projects Fund	47,519
Boat & Water (Unit 6788 Replacement)	2402305	Sheriff	Capital Improvement Projects Fund	42,994
Boat & Water - Trailer (Unit 6365 Replacement)	2402306	Sheriff	Capital Improvement Projects Fund	16,971
Boat & Water - Boat (Unit 6685 Replacement)	2402307	Sheriff	Capital Improvement Projects Fund	37,336
Boat & Water - PWC (Unit 6282 Replacement)	2402308	Sheriff	Capital Improvement Projects Fund	12,445
ATV (Unit 6366 Replacement)	2402309	Sheriff	Capital Improvement Projects Fund	15,839
Snowmobile (Unit 6367 Replacement)	2402310	Sheriff	Capital Improvement Projects Fund	15,839
Snowmobile (Unit 6368 Replacement)	2402311	Sheriff	Capital Improvement Projects Fund	15,839
Law Enforcement Software conversion	2402313	Sheriff	Capital Improvement Projects Fund	750,000
IP Base Network	24023142	Sheriff	Capital Improvement Projects Fund	60,000
Patrol Vehicle (Unit 6608 Replacement)	2402503	Sheriff	Capital Improvement Projects Fund	34,508
Climate Control Storage & Land Acquisition	2402314	Sheriff	Debt Service Fund	3,500,000
		Sheriff Total		5,319,414
Phase II Plans and Specs	52002301	Solid Waste (Non-Landfill)	Landfill	95,410
		Solid Waste (Non-Landfill) Total		95,410
		Grand Total		8,526,336

CROW WING COUNTY

2024

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
Modules/Upgrades to Tyler/IAS World	5702401	Assessing Services	Capital Improvement Projects Fund	50,000
		Assessing Services Total		50,000
BI - Technology Tools Re-design	4001901	Community Services	Capital Improvement Projects Fund	165,000
EDMS - Document Management System	4001903	Community Services	Capital Improvement Projects Fund	60,000
		Community Services Total		225,000
Parking Lot Resurfacing and Curbs	1101932	Facilities	Capital Improvement Projects Fund	100,000
Furniture Upgrades	1102115	Facilities	Capital Improvement Projects Fund	100,000
Data room mini split AC units	1102301	Facilities	Capital Improvement Projects Fund	15,000
Roof replacement	1102401	Facilities	Capital Improvement Projects Fund	200,000
Roof replacement	1102402	Facilities	Capital Improvement Projects Fund	500,000
Loadbank Test Cat Generator	1102035	Facilities	Capital Improvement Projects Fund	10,000
		Facilities Total		925,000
26 Shop Service Truck	3012003	Highway	Capital Improvement Projects Fund	41,296
1957 Supervisor Vehicle	3012205	Highway	Capital Improvement Projects Fund	39,599
89 Tree Brush Chipper	3012208	Highway	Capital Improvement Projects Fund	56,570
1975 Midsize Tractor	3012303	Highway	Capital Improvement Projects Fund	84,856
28 Tandem axle Dump Truck	3012401	Highway	Capital Improvement Projects Fund	294,166
Skid Loader	3012402	Highway	Capital Improvement Projects Fund	56,570
1971 2009 410J JD Backhoe/loader	30124022	Highway	Capital Improvement Projects Fund	107,484
		Highway Total		680,541
Systems Center	1701906	Information Technology	Fund 2 Reserved & Designated	7,600
GIS Enhancements	1701907	Information Technology	Fund 2 Reserved & Designated	20,000
SharePoint/Web	1701908	Information Technology	Fund 2 Reserved & Designated	37,800
System and Network Security	1701909	Information Technology	Fund 2 Reserved & Designated	17,875
Phone Enhancements	1701910	Information Technology	Fund 2 Reserved & Designated	50,000
Employee reporting environment - tool (setup and training)	1701911	Information Technology	Fund 2 Reserved & Designated	36,000
Enhancements to Document Management	1701901	Information Technology	Capital Improvement Projects Fund	60,000
VDI	1701902	Information Technology	Capital Improvement Projects Fund	36,360
Server Additions and Replacements	1701903	Information Technology	Capital Improvement Projects Fund	59,700
Network	1701904	Information Technology	Capital Improvement Projects Fund	44,000
SAN Enhancements	1701905	Information Technology	Capital Improvement Projects Fund	58,500
CRM	1702001	Information Technology	Capital Improvement Projects Fund	100,000
		Information Technology Total		527,835
Cell 6 Plans and Specs - MMSW Landfill	5402401	Landfill	Landfill	249,080
Permit Reissuance	5402402	Landfill	Landfill	239,500
Annual Installation of new Recirculation Laterals in cell 4	5401903	Landfill	Landfill	204,725
		Landfill Total		693,305
Jail pod painting & repair	2501901	Sheriff	Capital Improvement Projects Fund	30,000
Emergency Equipment Replacement	2401907	Sheriff	Capital Improvement Projects Fund	113,100
Sheriff's Office Painting & Repair	2402115	Sheriff	Capital Improvement Projects Fund	15,000

CROW WING COUNTY

2024

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
Patrol Vehicle	2402401	Sheriff	Capital Improvement Projects Fund	35,371
Patrol Vehicle	2402402	Sheriff	Capital Improvement Projects Fund	35,371
Patrol Vehicle (Transport Replacement)	2402404	Sheriff	Capital Improvement Projects Fund	35,371
Investigation Vehicle (Unit 6346 Replacement)	2402405	Sheriff	Capital Improvement Projects Fund	48,707
Investigation Vehicle (Unit 6524 Replacement)	2402406	Sheriff	Capital Improvement Projects Fund	48,707
Boat & Water Vehicle (Unit 6453 Replacement)	2402407	Sheriff	Capital Improvement Projects Fund	44,068
Boat & Water - Boat (Unit 6483 Replacement)	2402408	Sheriff	Capital Improvement Projects Fund	38,270
Drone Replacement	2402409	Sheriff	Capital Improvement Projects Fund	87,500
Jail Appliance Replacement	2502101	Sheriff	Capital Improvement Projects Fund	75,000
		Sheriff Total		606,465
Cell 3/4 Closure Construction	5202401	Solid Waste (Non-Landfill)	Solid Waste (Non-Landfill) Fund	191,600
Phase II Demo Closure Oversight	5202402	Solid Waste (Non-Landfill)	Solid Waste (Non-Landfill) Fund	71,170
Phase II Demo Closure Construction	5202403	Solid Waste (Non-Landfill)	Solid Waste (Non-Landfill) Fund	77,540
		Solid Waste (Non-Landfill) Total		340,310
		Grand Total		4,048,456

CROW WING COUNTY

2025

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
BI - Technology Tools Re-design	4001901	Community Services	Capital Improvement Projects Fund	42,000
EDMS - Document Management System	4001903	Community Services	Capital Improvement Projects Fund	152,000
		Community Services Total		194,000
Parking Lot Resurfacing and Curbs	1101932	Facilities	Capital Improvement Projects Fund	100,000
Condensate pump rebuilds	1102103	Facilities	Capital Improvement Projects Fund	5,000
Furniture Upgrades	1102115	Facilities	Capital Improvement Projects Fund	100,000
Data room mini split AC units	1102301	Facilities	Capital Improvement Projects Fund	15,000
Roof replacement	1102501	Facilities	Capital Improvement Projects Fund	250,000
		Facilities Total		470,000
1574 Mulcher head attachment	3012406	Highway	Capital Improvement Projects Fund	28,992
1575 Mulcher head attachment	3012407	Highway	Capital Improvement Projects Fund	28,993
1821 Tandem axle Dump Truck	3012501	Highway	Capital Improvement Projects Fund	301,520
1042 Engineering Truck 3/4 ton	30125022	Highway	Capital Improvement Projects Fund	40,589
Survey Equipment/Engineering Software/Format Plotter	3012503	Highway	Capital Improvement Projects Fund	95,095
		Highway Total		495,189
Systems Center	1701906	Information Technology	Fund 2 Reserved & Designated	15,200
GIS Enhancements	1701907	Information Technology	Fund 2 Reserved & Designated	20,000
SharePoint/Web	1701908	Information Technology	Fund 2 Reserved & Designated	35,000
System and Network Security	1701909	Information Technology	Fund 2 Reserved & Designated	32,875
Phone Enhancements	1701910	Information Technology	Fund 2 Reserved & Designated	30,500
Employee reporting environment - tool (setup and training)	1701911	Information Technology	Fund 2 Reserved & Designated	44,000
Enhancements to Document Management	1701901	Information Technology	Capital Improvement Projects Fund	60,000
VDI	1701902	Information Technology	Capital Improvement Projects Fund	36,360
Server Additions and Replacements	1701903	Information Technology	Capital Improvement Projects Fund	58,200
Network	1701904	Information Technology	Capital Improvement Projects Fund	44,000
SAN Enhancements	1701905	Information Technology	Capital Improvement Projects Fund	76,400
CRM	1702001	Information Technology	Capital Improvement Projects Fund	100,000
		Information Technology Total		552,535
Cell 6 Construction Oversight - MMSW Landfill	5402502	Landfill	Landfill	298,900
Cell 6 Construction	5402503	Landfill	Landfill	1,209,820
Install new gas wells	5402504	Landfill	Landfill	213,500
Annual Installation of new Recirculation Laterals in cell 4	5401903	Landfill	Landfill	212,914
		Landfill Total		1,935,134
Trailer	58019022	Public Land Management	Public Land Management Fund	5,943
		Public Land Management Total		5,943
Jail pod painting & repair	2501901	Sheriff	Capital Improvement Projects Fund	30,000
Emergency Equipment Replacement	2401907	Sheriff	Capital Improvement Projects Fund	142,850
Sheriff's Office Painting & Repair	2402115	Sheriff	Capital Improvement Projects Fund	15,000
Patrol Vehicle	24024022	Sheriff	Capital Improvement Projects Fund	36,255
Patrol Vehicle	24024023	Sheriff	Capital Improvement Projects Fund	36,255

CROW WING COUNTY

2025

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
Patrol Vehicle	24024024	Sheriff	Capital Improvement Projects Fund	36,255
Patrol Vehicle	24024025	Sheriff	Capital Improvement Projects Fund	36,255
Administration Vehicle (Unit 6221 Replacement)	2402504	Sheriff	Capital Improvement Projects Fund	49,925
Investigation Vehicle (Unit 6447 Replacement)	2402505	Sheriff	Capital Improvement Projects Fund	49,925
Investigation Vehicle (Unit 6449 Replacement)	2402506	Sheriff	Capital Improvement Projects Fund	49,925
Tac Team Vehicle (Unit 833 Replacement)	2402607	Sheriff	Capital Improvement Projects Fund	53,491
Jail Pods	2502501	Sheriff	Debt Service Fund	12,500,000
		Sheriff Total		13,036,136
Cell 3/4 Construction Oversight	5202501	Solid Waste (Non-Landfill)	Solid Waste (Non-Landfill) Fund	177,920
Cell 3/4 Closure Construction	5202502	Solid Waste (Non-Landfill)	Solid Waste (Non-Landfill) Fund	950,000
Cell 3/4 Closure Construction	5402501	Solid Waste (Non-Landfill)	Landfill	999,940
		Solid Waste (Non-Landfill) Total		2,127,860
		Grand Total		18,816,797

CROW WING COUNTY

2026

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
BI - Technology Tools Re-design	4001901	Community Services	Capital Improvement Projects Fund	125,000
EDMS - Document Management System	4001903	Community Services	Capital Improvement Projects Fund	155,000
		Community Services Total		280,000
Parking Lot Resurfacing and Curbs	1101932	Facilities	Capital Improvement Projects Fund	100,000
Furniture Upgrades	1102115	Facilities	Capital Improvement Projects Fund	100,000
Data room mini split AC units	1102301	Facilities	Capital Improvement Projects Fund	15,000
Roof replacement	1102309	Facilities	Capital Improvement Projects Fund	300,000
Roof replacement	1102601	Facilities	Capital Improvement Projects Fund	250,000
Loadbank Test Cat Generator	1102035	Facilities	Capital Improvement Projects Fund	10,000
		Facilities Total		775,000
148 Skid Loader Trailer	3012104	Highway	Capital Improvement Projects Fund	17,830
Survey Equipment/Engineering Software/Recorders Fund	3012105	Highway	Capital Improvement Projects Fund	97,472
1175 Midsize Tractor	3012403	Highway	Capital Improvement Projects Fund	89,151
1172 Schulte Large Mower 15'	3012404	Highway	Capital Improvement Projects Fund	29,717
1473 Schulte Midsize Mower 10'	3012405	Highway	Capital Improvement Projects Fund	21,396
1822 Tandem axle Dump Truck	3012601	Highway	Capital Improvement Projects Fund	309,058
1153 Engineering Vehicle	3012603	Highway	Capital Improvement Projects Fund	30,906
1152 Engineering Vehicle	30126032	Highway	Capital Improvement Projects Fund	30,906
Supervisor Vehicle	3012604	Highway	Capital Improvement Projects Fund	41,604
1671 Road Sweeper	30126042	Highway	Capital Improvement Projects Fund	106,982
		Highway Total		775,022
Systems Center	1701906	Information Technology	Fund 2 Reserved & Designated	7,600
GIS Enhancements	1701907	Information Technology	Fund 2 Reserved & Designated	20,000
SharePoint/Web	1701908	Information Technology	Fund 2 Reserved & Designated	28,000
System and Network Security	1701909	Information Technology	Fund 2 Reserved & Designated	94,275
Phone Enhancements	1701910	Information Technology	Fund 2 Reserved & Designated	12,500
Employee reporting environment - tool (setup and training)	1701911	Information Technology	Fund 2 Reserved & Designated	36,000
Enhancements to Document Management	1701901	Information Technology	Capital Improvement Projects Fund	60,000
VDI	1701902	Information Technology	Capital Improvement Projects Fund	36,360
Server Additions and Replacements	1701903	Information Technology	Capital Improvement Projects Fund	59,700
Network	1701904	Information Technology	Capital Improvement Projects Fund	91,900
SAN Enhancements	1701905	Information Technology	Capital Improvement Projects Fund	41,500
CRM	1702001	Information Technology	Capital Improvement Projects Fund	100,000
		Information Technology Total		587,835
Trailer	5802201	Landfill	Public Land Management Fund	6,092
Annual Installation of new Recirculation Laterals in cell 4	5401903	Landfill	Landfill	221,431
		Landfill Total		227,523
Jail pod painting & repair	2501901	Sheriff	Capital Improvement Projects Fund	30,000
Emergency Equipment Replacement	2401907	Sheriff	Capital Improvement Projects Fund	99,750
Sheriff's Office Painting & Repair	2402115	Sheriff	Capital Improvement Projects Fund	15,000

CROW WING COUNTY

2026

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
Patrol Vehicle (Unit 6827 Replacement)	2402601	Sheriff	Capital Improvement Projects Fund	37,161
Patrol Vehicle	2402602	Sheriff	Capital Improvement Projects Fund	37,161
Patrol Vehicle	2402603	Sheriff	Capital Improvement Projects Fund	37,161
Patrol Vehicle	2402604	Sheriff	Capital Improvement Projects Fund	37,161
Investigation Vehicle (Unit 6345 Replacement)	2402608	Sheriff	Capital Improvement Projects Fund	51,173
Boat & Water - Trailer (Unit 6686 Replacement)	2402609	Sheriff	Capital Improvement Projects Fund	18,276
Boat & Water - Boat (Unit 6584 Replacement)	2402610	Sheriff	Capital Improvement Projects Fund	73,104
Boat & Water - PWC (Unit 6687 Replacement)	2402611	Sheriff	Capital Improvement Projects Fund	13,402
Jail Pods	2502501	Sheriff	Debt Service Fund	12,500,000
	Sheriff Total			12,949,349
	Grand Total			15,594,729

CROW WING COUNTY

2027

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
BI - Technology Tools Re-design	4001901	Community Services	Capital Improvement Projects Fund	125,000
EDMS - Document Management System	4001903	Community Services	Capital Improvement Projects Fund	142,000
		Community Services Total		267,000
Parking Lot Resurfacing and Curbs	1101932	Facilities	Capital Improvement Projects Fund	100,000
Furniture Upgrades	1102115	Facilities	Capital Improvement Projects Fund	100,000
Data room mini split AC units	1102301	Facilities	Capital Improvement Projects Fund	15,000
		Facilities Total		215,000
1021 Tandem axle Dump Truck	3012701	Highway	Capital Improvement Projects Fund	316,785
Skid Loader	3012702	Highway	Capital Improvement Projects Fund	60,920
1202 2012 410J JD Backhoe/loader	30127022	Highway	Capital Improvement Projects Fund	115,748
155 Midland Road Widner	3012704	Highway	Capital Improvement Projects Fund	103,564
		Highway Total		597,017
Systems Center	1701906	Information Technology	Fund 2 Reserved & Designated	7,600
GIS Enhancements	1701907	Information Technology	Fund 2 Reserved & Designated	20,000
SharePoint/Web	1701908	Information Technology	Fund 2 Reserved & Designated	37,800
System and Network Security	1701909	Information Technology	Fund 2 Reserved & Designated	17,875
Phone Enhancements	1701910	Information Technology	Fund 2 Reserved & Designated	30,500
Employee reporting environment - tool (setup and training)	1701911	Information Technology	Fund 2 Reserved & Designated	44,000
Enhancements to Document Management	1701901	Information Technology	Capital Improvement Projects Fund	60,000
VDI	1701902	Information Technology	Capital Improvement Projects Fund	92,000
Server Additions and Replacements	1701903	Information Technology	Capital Improvement Projects Fund	59,700
Network	1701904	Information Technology	Capital Improvement Projects Fund	96,900
SAN Enhancements	1701905	Information Technology	Capital Improvement Projects Fund	59,200
CRM	1702001	Information Technology	Capital Improvement Projects Fund	100,000
		Information Technology Total		625,575
Annual Installation of new Recirculation Laterals in cell 4	5401903	Landfill	Landfill	230,288
		Landfill Total		230,288
Trailer	5802101	Public Land Management	Public Land Management Fund	6,244
		Public Land Management Total		6,244
Jail pod painting & repair	2501901	Sheriff	Capital Improvement Projects Fund	30,000
Emergency Equipment Replacement	2401907	Sheriff	Capital Improvement Projects Fund	236,750
Sheriff's Office Painting & Repair	2402115	Sheriff	Capital Improvement Projects Fund	15,000
Patrol Vehicle (Unit 6723 Replacement)	2402701	Sheriff	Capital Improvement Projects Fund	38,090
Patrol Vehicle	2402702	Sheriff	Capital Improvement Projects Fund	38,090
Patrol Vehicle	2402703	Sheriff	Capital Improvement Projects Fund	38,090
Patrol Vehicle	2402704	Sheriff	Capital Improvement Projects Fund	38,090

CROW WING COUNTY
2027
CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
Administration Vehicle (Unit 6233 Replacement)	2402707	Sheriff	Capital Improvement Projects Fund	52,452
Boat & Water - Trailer (Unit 6761 Replacement)	2402708	Sheriff	Capital Improvement Projects Fund	18,733
Jail Appliance Replacement	2502101	Sheriff	Capital Improvement Projects Fund	75,000
		Sheriff Total		580,295
		Grand Total		2,521,419

CROW WING COUNTY

2028

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
BI - Technology Tools Re-design	4001901	Community Services	Capital Improvement Projects Fund	42,000
EDMS - Document Management System	4001903	Community Services	Capital Improvement Projects Fund	135,000
		Community Services Total		177,000
Truck	5012701	Customer Services - Land Services	Capital Improvement Projects Fund	46,723
		Customer Services - Land Services Total		46,723
Parking Lot Resurfacing and Curbs	1101932	Facilities	Capital Improvement Projects Fund	100,000
Furniture Upgrades	1102115	Facilities	Capital Improvement Projects Fund	100,000
Data room mini split AC units	1102301	Facilities	Capital Improvement Projects Fund	15,000
Loadbank Test Cat Generator	1102035	Facilities	Capital Improvement Projects Fund	10,000
		Facilities Total		225,000
1881 Skid Loader Trailer	3012304	Highway	Capital Improvement Projects Fund	18,733
1873 Pavement Cutter	3012306	Highway	Capital Improvement Projects Fund	19,982
205 Tar Compactor/ Roller	30127042	Highway	Capital Improvement Projects Fund	93,665
1022 Tandem axle Dump Truck	3012801	Highway	Capital Improvement Projects Fund	324,704
Skid Loader	3012802	Highway	Capital Improvement Projects Fund	62,443
1355 Engineering Truck 3/4 ton	3012803	Highway	Capital Improvement Projects Fund	43,710
112 50,000lb Equipment Trailer	30128032	Highway	Capital Improvement Projects Fund	68,687
1354 Engineering Truck 3/4 ton	3012804	Highway	Capital Improvement Projects Fund	43,710
		Highway Total		675,634
Systems Center	1701906	Information Technology	Fund 2 Reserved & Designated	15,200
GIS Enhancements	1701907	Information Technology	Fund 2 Reserved & Designated	20,000
SharePoint/Web	1701908	Information Technology	Fund 2 Reserved & Designated	35,000
System and Network Security	1701909	Information Technology	Fund 2 Reserved & Designated	34,300
Phone Enhancements	1701910	Information Technology	Fund 2 Reserved & Designated	12,500
Employee reporting environment - tool (setup and training)	1701911	Information Technology	Fund 2 Reserved & Designated	36,000
Enhancements to Document Management	1701901	Information Technology	Capital Improvement Projects Fund	60,000
VDI	1701902	Information Technology	Capital Improvement Projects Fund	36,360
Server Additions and Replacements	1701903	Information Technology	Capital Improvement Projects Fund	63,700
Network	1701904	Information Technology	Capital Improvement Projects Fund	44,000
SAN Enhancements	1701905	Information Technology	Capital Improvement Projects Fund	101,500
CRM	1702001	Information Technology	Capital Improvement Projects Fund	100,000
		Information Technology Total		558,560
Annual Installation of new Recirculation Laterals in cell 4	5401903	Landfill	Landfill	239,500
		Landfill Total		239,500
Truck	5802801	Public Land Management	Public Land Management Fund	46,723
		Public Land Management Total		46,723
Jail pod painting & repair	2501901	Sheriff	Capital Improvement Projects Fund	30,000
Emergency Equipment Replacement	2401907	Sheriff	Capital Improvement Projects Fund	387,863
Sheriff's Office Painting & Repair	2402115	Sheriff	Capital Improvement Projects Fund	15,000
Patrol Vehicle (Unit 6612 Replacement)	2402801	Sheriff	Capital Improvement Projects Fund	39,043

CROW WING COUNTY

2028

CAPITAL PROJECTS

Project Title	Project #	Department	Funding Source	Total
Patrol Vehicle (Unit 6724 Replacement)	2402802	Sheriff	Capital Improvement Projects Fund	39,043
Patrol Vehicle	2402803	Sheriff	Capital Improvement Projects Fund	39,043
Patrol Vehicle	2402804	Sheriff	Capital Improvement Projects Fund	39,043
Patrol Vehicle	2402805	Sheriff	Capital Improvement Projects Fund	39,043
Administration Vehicle (Unit 6831 Replacement)	2402806	Sheriff	Capital Improvement Projects Fund	53,764
Command Trailer 6163	2402807	Sheriff	Capital Improvement Projects Fund	25,000
Boat & Water Vehicle	24028072	Sheriff	Capital Improvement Projects Fund	48,643
	Sheriff Total			755,485
	Grand Total			2,724,625

CROW WING COUNTY

2019-2028

DEPARTMENT DETAIL

Year	Project Title	Project #	Department	Funding Source	Total
2020	Field Staff Tablets/GPS Devices	5702001	Assessing Services	Capital Improvement Projects Fund	100,000
2022	Modules/Upgrades to Tyler/IAS World	5702202	Assessing Services	Capital Improvement Projects Fund	50,000
2023	Modules/Upgrades to Tyler/IAS World	5702301	Assessing Services	Capital Improvement Projects Fund	50,000
2024	Modules/Upgrades to Tyler/IAS World	5702401	Assessing Services	Capital Improvement Projects Fund	50,000
2019	BI - Technology Tools Re-design	4001901	Community Services	Capital Improvement Projects Fund	41,000
2019	Building Remodel	4001902	Community Services	Capital Improvement Projects Fund	44,500
2019	EDMS - Document Management System	4001903	Community Services	Capital Improvement Projects Fund	65,000
2020	BI - Technology Tools Re-design	4001901	Community Services	Capital Improvement Projects Fund	67,000
2020	EDMS - Document Management System	4001903	Community Services	Capital Improvement Projects Fund	279,000
2020	Vehicle Replacement (Van 8902)	4002001	Community Services	Capital Improvement Projects Fund	34,000
2021	BI - Technology Tools Re-design	4001901	Community Services	Capital Improvement Projects Fund	242,000
2021	Building Remodel	4001902	Community Services	Capital Improvement Projects Fund	600,000
2021	EDMS - Document Management System	4001903	Community Services	Capital Improvement Projects Fund	135,000
2021	Vehicle Replacement (Van 8002)	4002101	Community Services	Capital Improvement Projects Fund	35,000
2022	Building Remodel	4001902	Community Services	Capital Improvement Projects Fund	600,000
2022	BI - Technology Tools Re-design	4001901	Community Services	Capital Improvement Projects Fund	225,000
2022	EDMS - Document Management System	4001903	Community Services	Capital Improvement Projects Fund	118,000
2023	Building Remodel	4001902	Community Services	Capital Improvement Projects Fund	150,000
2023	BI - Technology Tools Re-design	4001901	Community Services	Capital Improvement Projects Fund	125,000
2023	EDMS - Document Management System	4001903	Community Services	Capital Improvement Projects Fund	83,250
2024	BI - Technology Tools Re-design	4001901	Community Services	Capital Improvement Projects Fund	165,000
2024	EDMS - Document Management System	4001903	Community Services	Capital Improvement Projects Fund	60,000
2025	BI - Technology Tools Re-design	4001901	Community Services	Capital Improvement Projects Fund	42,000
2025	EDMS - Document Management System	4001903	Community Services	Capital Improvement Projects Fund	152,000
2026	BI - Technology Tools Re-design	4001901	Community Services	Capital Improvement Projects Fund	125,000
2026	EDMS - Document Management System	4001903	Community Services	Capital Improvement Projects Fund	155,000
2027	BI - Technology Tools Re-design	4001901	Community Services	Capital Improvement Projects Fund	125,000
2027	EDMS - Document Management System	4001903	Community Services	Capital Improvement Projects Fund	142,000
2028	BI - Technology Tools Re-design	4001901	Community Services	Capital Improvement Projects Fund	42,000
2028	EDMS - Document Management System	4001903	Community Services	Capital Improvement Projects Fund	135,000
2019	Recording Software	5701901	Customer Services - Land Services	Fund 2 Reserved & Designated	150,000
2019	Office Furniture/Cubicle Upgrades	5801901	Customer Services - Land Services	Public Land Management Fund	65,000
2021	Projectors for two meeting rooms	5012103	Customer Services - Land Services	Capital Improvement Projects Fund	20,000
2028	Truck	5012701	Customer Services - Land Services	Capital Improvement Projects Fund	46,723
2022	Survey Equipment	5112203	Environmental Services	Capital Improvement Projects Fund	50,000
2023	Truck	5112302	Environmental Services	Capital Improvement Projects Fund	35,000
2019	Cleaning Equipment Replacement	1101901	Facilities	Capital Improvement Projects Fund	5,000
2019	Laminate repairs and chair rails	1101902	Facilities	Capital Improvement Projects Fund	5,000
2019	Paint employee stairwell floor	1101903	Facilities	Capital Improvement Projects Fund	5,000
2019	Epoxy Boiler Room Floor	1101904	Facilities	Capital Improvement Projects Fund	5,000
2019	Painting in hallways, interview rooms, conf rooms	1101905	Facilities	Capital Improvement Projects Fund	5,000
2019	LED lighting upgrades	1101906	Facilities	Capital Improvement Projects Fund	7,500
2019	Meeting room 1 & 2 tables	1101907	Facilities	Capital Improvement Projects Fund	7,500
2019	Door and hardware replacemet to 45 series doors	1101908	Facilities	Capital Improvement Projects Fund	10,000
2019	AHU Rebuilds	1101909	Facilities	Capital Improvement Projects Fund	10,000
2019	Airflow balancing of Jail	1101910	Facilities	Capital Improvement Projects Fund	10,000

CROW WING COUNTY

2019-2028

DEPARTMENT DETAIL

Year	Project Title	Project #	Department	Funding Source	Total
2019	Detention Locks	1101911	Facilities	Capital Improvement Projects Fund	10,000
2019	Cloths dryer replacement	1101912	Facilities	Capital Improvement Projects Fund	12,000
2019	Cloths washer replacement	1101913	Facilities	Capital Improvement Projects Fund	15,000
2019	Replace carpet in hallways	1101914	Facilities	Capital Improvement Projects Fund	15,000
2019	Campus Landscaping Repairs	1101915	Facilities	Capital Improvement Projects Fund	15,000
2019	BAS Control Devices (VAV Controllers / Actuators)	1101916	Facilities	Capital Improvement Projects Fund	20,000
2019	AHU Enthalpy Wheel Rebuild	1101917	Facilities	Capital Improvement Projects Fund	20,000
2019	Meeting Room 1&2 Wall Partition	1101918	Facilities	Capital Improvement Projects Fund	22,500
2019	Basement Mechanical Room Temperature Control and HVAC	1101919	Facilities	Capital Improvement Projects Fund	25,000
2019	Heat Exchangers for HCH / LS	1101920	Facilities	Capital Improvement Projects Fund	25,000
2019	Campus Security System Additions/Replacements	1101921	Facilities	Capital Improvement Projects Fund	25,000
2019	Kitchen Steamer / Combi Oven	1101922	Facilities	Capital Improvement Projects Fund	25,000
2019	Kitchen Exhaust Fan and Makeup Air Unit Balancing	1101923	Facilities	Capital Improvement Projects Fund	25,000
2019	Terazzo floor repairs front lobby and employee landings	1101924	Facilities	Capital Improvement Projects Fund	25,000
2019	Paint exterior of building	1101925	Facilities	Capital Improvement Projects Fund	30,000
2019	Replace Carpets with low maintenance flooring	1101926	Facilities	Capital Improvement Projects Fund	30,000
2019	Replace Front Doors	1101927	Facilities	Capital Improvement Projects Fund	30,000
2019	Duress System Upgrade and Expansion	1101928	Facilities	Capital Improvement Projects Fund	35,000
2019	Seal main electrical room walls and add mini-split cooling	1101929	Facilities	Capital Improvement Projects Fund	35,000
2019	Sprinkler Heads Replacements - 150 heads Tamper Proof	1101930	Facilities	Capital Improvement Projects Fund	40,000
2019	Increase Emergency Power	1101931	Facilities	Capital Improvement Projects Fund	50,000
2019	Parking Lot Resurfacing and Curbs	1101932	Facilities	Capital Improvement Projects Fund	50,000
2019	Campus Lighting Upgrades to LED	1101933	Facilities	Capital Improvement Projects Fund	50,000
2019	Trench Drain Repairs	1101934	Facilities	Capital Improvement Projects Fund	50,000
2019	Jail HVAC Controls / Fire System Upgrades Continuation	1101935	Facilities	Capital Improvement Projects Fund	50,000
2019	Chiller #1 - Compressor Rebuild	1101936	Facilities	Capital Improvement Projects Fund	75,000
2020	Door and hardware replacemet to 45 series doors	1101908	Facilities	Capital Improvement Projects Fund	10,000
2020	AHU Rebuilds	1101909	Facilities	Capital Improvement Projects Fund	10,000
2020	Airflow balancing of Jail	1101910	Facilities	Capital Improvement Projects Fund	10,000
2020	Detention Locks	1101911	Facilities	Capital Improvement Projects Fund	10,000
2020	Cloths dryer replacement	1101912	Facilities	Capital Improvement Projects Fund	12,000
2020	Cloths washer replacement	1101913	Facilities	Capital Improvement Projects Fund	15,000
2020	BAS Control Devices (VAV Controllers / Actuators)	1101916	Facilities	Capital Improvement Projects Fund	20,000
2020	Increase Emergency Power	1101931	Facilities	Capital Improvement Projects Fund	50,000
2020	Parking Lot Resurfacing and Curbs	1101932	Facilities	Capital Improvement Projects Fund	100,000
2020	Replacement zero turn mower	11019262	Facilities	Capital Improvement Projects Fund	15,000
2020	Plumbing fixture hardware replacement	1102001	Facilities	Capital Improvement Projects Fund	5,000
2020	Jail steam trap rebuilds	1102002	Facilities	Capital Improvement Projects Fund	5,000
2020	Seal AHU room floors	1102003	Facilities	Capital Improvement Projects Fund	5,000
2020	Basement staircase and handrail upgrades	1102004	Facilities	Capital Improvement Projects Fund	5,000
2020	Paint brown facia	1102005	Facilities	Capital Improvement Projects Fund	6,000
2020	AHU Motor Replacements	1102006	Facilities	Capital Improvement Projects Fund	7,000
2020	Draintile pumps in AHU 2	1102007	Facilities	Capital Improvement Projects Fund	7,000
2020	Paint concrete floors / stairs	1102008	Facilities	Capital Improvement Projects Fund	11,000
2020	Replace VCT with low maintenance flooring	1102009	Facilities	Capital Improvement Projects Fund	15,000
2020	Mobile wall furniture for open spaces in SE public areas	1102010	Facilities	Capital Improvement Projects Fund	15,000

CROW WING COUNTY

2019-2028

DEPARTMENT DETAIL

Year	Project Title	Project #	Department	Funding Source	Total
2020	Garbage disposal replacement	1102012	Facilities	Capital Improvement Projects Fund	15,000
2020	Sealing floors in air handling rooms	1102013	Facilities	Capital Improvement Projects Fund	15,000
2020	CP Motors (50HP and up)	1102014	Facilities	Capital Improvement Projects Fund	20,000
2020	LED Lights @ Crosslake	1102015	Facilities	Capital Improvement Projects Fund	20,000
2020	Sub-dayrooms motorized window hardware replacements	1102016	Facilities	Capital Improvement Projects Fund	30,000
2020	Toilet pushbutton replacements	1102017	Facilities	Capital Improvement Projects Fund	30,000
2020	Cement for fuel tanks	1102018	Facilities	Capital Improvement Projects Fund	30,000
2020	Unit Heaters @ Crosslake	1102019	Facilities	Capital Improvement Projects Fund	30,000
2020	AHU VFD Replacements	1102022	Facilities	Capital Improvement Projects Fund	40,000
2020	New Refrigerator and Freezer Evaporator and Condensers	1102023	Facilities	Capital Improvement Projects Fund	40,000
2020	Water Softener Replacement and Iron Removal System	1102024	Facilities	Capital Improvement Projects Fund	40,000
2020	Smoke Detector Replacements	1102025	Facilities	Capital Improvement Projects Fund	50,000
2020	Update basement finishes	1102028	Facilities	Capital Improvement Projects Fund	50,000
2020	UPS Upgrade for Central Services Data Room	1102029	Facilities	Capital Improvement Projects Fund	55,000
2020	UPS	1102030	Facilities	Capital Improvement Projects Fund	55,000
2020	Chiller #2 - Compressor Rebuild	1102032	Facilities	Capital Improvement Projects Fund	75,000
2020	UPS replacements - Two Units	1102033	Facilities	Capital Improvement Projects Fund	120,000
2020	Terazzo Floor Replacements	1102034	Facilities	Capital Improvement Projects Fund	50,000
2020	Loadbank Test Cat Generator	1102035	Facilities	Capital Improvement Projects Fund	10,000
2020	Replace Exterior Entrance Doors	1102036	Facilities	Capital Improvement Projects Fund	10,000
2021	Cleaning Equipment Replacement	1101901	Facilities	Capital Improvement Projects Fund	5,000
2021	Door and hardware replacemet to 45 series doors	1101908	Facilities	Capital Improvement Projects Fund	10,000
2021	AHU Rebuilds	1101909	Facilities	Capital Improvement Projects Fund	10,000
2021	Airflow balancing of Jail	1101910	Facilities	Capital Improvement Projects Fund	10,000
2021	Detention Locks	1101911	Facilities	Capital Improvement Projects Fund	15,000
2021	Cloths dryer replacement	1101912	Facilities	Capital Improvement Projects Fund	12,000
2021	Replace carpet in hallways	1101914	Facilities	Capital Improvement Projects Fund	15,000
2021	BAS Control Devices (VAV Controllers / Actuators)	1101916	Facilities	Capital Improvement Projects Fund	20,000
2021	Increase Emergency Power	1101931	Facilities	Capital Improvement Projects Fund	50,000
2021	Parking Lot Resurfacing and Curbs	1101932	Facilities	Capital Improvement Projects Fund	100,000
2021	Plumbing fixture hardware replacement	1102001	Facilities	Capital Improvement Projects Fund	5,000
2021	AHU Motor Replacements	1102006	Facilities	Capital Improvement Projects Fund	7,000
2021	Replace VCT with low maintenance flooring	1102009	Facilities	Capital Improvement Projects Fund	10,000
2021	Mobile wall furniture for open spaces in SE public areas	1102010	Facilities	Capital Improvement Projects Fund	15,000
2021	CP Motors (50HP and up)	1102014	Facilities	Capital Improvement Projects Fund	20,000
2021	AHU VFD Replacements	1102022	Facilities	Capital Improvement Projects Fund	40,000
2021	Replace Exterior Entrance Doors	1102036	Facilities	Capital Improvement Projects Fund	10,000
2021	Exhaust fan rebuilds	1102101	Facilities	Capital Improvement Projects Fund	5,000
2021	Switchgear cleaning and 3 transfer switch services	1102102	Facilities	Capital Improvement Projects Fund	6,000
2021	Condensate pump rebuilds	1102103	Facilities	Capital Improvement Projects Fund	5,000
2021	Tilt skillet	1102104	Facilities	Capital Improvement Projects Fund	15,000
2021	Jail humidification boiler burner and gas train replacemet	1102105	Facilities	Capital Improvement Projects Fund	17,000
2021	Overhead door replacements	1102106	Facilities	Capital Improvement Projects Fund	20,000
2021	Elevator Upgrade	1102107	Facilities	Capital Improvement Projects Fund	25,000
2021	Ductwork and diffuser cleaning	1102108	Facilities	Capital Improvement Projects Fund	30,000
2021	Replace oldest 1023 JD tractor	1102109	Facilities	Capital Improvement Projects Fund	35,000

CROW WING COUNTY

2019-2028

DEPARTMENT DETAIL

Year	Project Title	Project #	Department	Funding Source	Total
2021	RO System for Judicial/Jail	1102110	Facilities	Capital Improvement Projects Fund	40,000
2021	LED lighting	1102111	Facilities	Capital Improvement Projects Fund	40,000
2021	Epoxy garage floors (Maintenance and Sheriff)	1102112	Facilities	Capital Improvement Projects Fund	45,000
2021	Parking lot resurfacing and curbs	1102114	Facilities	Capital Improvement Projects Fund	50,000
2021	Furniture Upgrades	1102115	Facilities	Capital Improvement Projects Fund	100,000
2021	Security Cameras	1102116	Facilities	Capital Improvement Projects Fund	50,000
2021	LED Lighting - Campus	1102117	Facilities	Capital Improvement Projects Fund	50,000
2021	LED lighting	1102118	Facilities	Capital Improvement Projects Fund	50,000
2021	LED Lighting	1102119	Facilities	Capital Improvement Projects Fund	50,000
2021	LED lighting	1102120	Facilities	Capital Improvement Projects Fund	60,000
2021	Carport for fleet vehicles	1102121	Facilities	Capital Improvement Projects Fund	60,000
2021	Boiler - Rebuilds	1102122	Facilities	Capital Improvement Projects Fund	75,000
2021	Highway Truck Bay wall cleaning and floor epoxy	1102123	Facilities	Capital Improvement Projects Fund	230,000
2021	Court Room 2, Judges Chambers, and Hearing Room 2 Buildout	1102124	Facilities	Capital Improvement Projects Fund	400,000
2022	Detention Locks	1101911	Facilities	Capital Improvement Projects Fund	15,000
2022	BAS Control Devices (VAV Controllers / Actuators)	1101916	Facilities	Capital Improvement Projects Fund	20,000
2022	Increase Emergency Power	1101931	Facilities	Capital Improvement Projects Fund	50,000
2022	Parking Lot Resurfacing and Curbs	1101932	Facilities	Capital Improvement Projects Fund	100,000
2022	Replace carpet in S stairwell	11019082	Facilities	Capital Improvement Projects Fund	7,500
2022	Replace VCT with low maintenance flooring	11019202	Facilities	Capital Improvement Projects Fund	15,000
2022	Plumbing fixture hardware replacement	1102001	Facilities	Capital Improvement Projects Fund	5,000
2022	AHU Motor Replacements	1102006	Facilities	Capital Improvement Projects Fund	7,000
2022	Mobile wall furniture for open spaces in SE public areas	1102010	Facilities	Capital Improvement Projects Fund	15,000
2022	CP Motors (50HP and up)	1102014	Facilities	Capital Improvement Projects Fund	10,000
2022	AHU VFD Replacements	1102022	Facilities	Capital Improvement Projects Fund	40,000
2022	Exhaust fan rebuilds	1102101	Facilities	Capital Improvement Projects Fund	5,000
2022	Parking lot resurfacing and curbs	1102114	Facilities	Capital Improvement Projects Fund	50,000
2022	Furniture Upgrades	1102115	Facilities	Capital Improvement Projects Fund	100,000
2022	Boiler - Rebuilds	1102122	Facilities	Capital Improvement Projects Fund	75,000
2022	Court Room 2, Judges Chambers, and Hearing Room 2 Buildout	1102124	Facilities	Capital Improvement Projects Fund	250,000
2022	Air compressor	1102201	Facilities	Capital Improvement Projects Fund	5,000
2022	Cleaning ductwork	1102202	Facilities	Capital Improvement Projects Fund	20,000
2022	Mixing valve replacements	1102204	Facilities	Capital Improvement Projects Fund	25,000
2022	UPS replacement - CS	1102205	Facilities	Capital Improvement Projects Fund	30,000
2022	Replace oldest 1023 JD tractor	1102206	Facilities	Capital Improvement Projects Fund	35,000
2022	UPS replacement	1102207	Facilities	Capital Improvement Projects Fund	50,000
2022	Remake front entrance	1102208	Facilities	Capital Improvement Projects Fund	75,000
2022	LED lighting - Courtrooms, judges chambers/halls	1102209	Facilities	Capital Improvement Projects Fund	75,000
2022	Remodel computer training room and public research room	1102210	Facilities	Capital Improvement Projects Fund	150,000
2022	Epoxy Floor @ Crosslake	1102211	Facilities	Capital Improvement Projects Fund	100,000
2022	Elevator Upgrade	1102212	Facilities	Capital Improvement Projects Fund	100,000
2022	Lochinvar Replacements	1102213	Facilities	Capital Improvement Projects Fund	125,000
2022	Replace Carpets in Waiting Areas	1102215	Facilities	Capital Improvement Projects Fund	12,000
2022	Upgrade 3rd Floor Restrooms	1102216	Facilities	Capital Improvement Projects Fund	80,000
2022	Truck Bay RTU/Heating	1102217	Facilities	Capital Improvement Projects Fund	60,000
2022	Enclose Mezzanine by Air Compressor and Electrical Gear	1102218	Facilities	Capital Improvement Projects Fund	50,000

CROW WING COUNTY

2019-2028

DEPARTMENT DETAIL

Year	Project Title	Project #	Department	Funding Source	Total
2022	Replace windows	1102219	Facilities	Capital Improvement Projects Fund	150,000
2022	Replace skylight in atrium	1102220	Facilities	Capital Improvement Projects Fund	125,000
2022	Loadbank Test Cat Generator	1102035	Facilities	Capital Improvement Projects Fund	10,000
2022	Replace Exterior Entrance Doors	1102036	Facilities	Capital Improvement Projects Fund	8,000
2023	Cleaning Equipment Replacement	1101901	Facilities	Capital Improvement Projects Fund	5,000
2023	Replace carpet in hallways	1101914	Facilities	Capital Improvement Projects Fund	15,000
2023	Detention Locks	1101911	Facilities	Capital Improvement Projects Fund	20,000
2023	Parking Lot Resurfacing and Curbs	1101932	Facilities	Capital Improvement Projects Fund	100,000
2023	Replacement zero turn mower	11019262	Facilities	Capital Improvement Projects Fund	30,000
2023	Plumbing fixture hardware replacement	1102001	Facilities	Capital Improvement Projects Fund	5,000
2023	AHU Motor Replacements	1102006	Facilities	Capital Improvement Projects Fund	7,000
2023	CP Motors (50HP and up)	1102014	Facilities	Capital Improvement Projects Fund	10,000
2023	AHU VFD Replacements	1102022	Facilities	Capital Improvement Projects Fund	40,000
2023	Exhaust fan rebuilds	1102101	Facilities	Capital Improvement Projects Fund	10,000
2023	Condensate pump rebuilds	1102103	Facilities	Capital Improvement Projects Fund	5,000
2023	Furniture Upgrades	1102115	Facilities	Capital Improvement Projects Fund	100,000
2023	Security Cameras	1102116	Facilities	Capital Improvement Projects Fund	50,000
2023	Boiler - Rebuilds	1102122	Facilities	Capital Improvement Projects Fund	60,000
2023	Cleaning ductwork	1102202	Facilities	Capital Improvement Projects Fund	20,000
2023	Replace Carpets in Waiting Areas	1102215	Facilities	Capital Improvement Projects Fund	12,000
2023	Data room mini split AC units	1102301	Facilities	Capital Improvement Projects Fund	15,000
2023	Jail sink pushbutton rebuilds	1102302	Facilities	Capital Improvement Projects Fund	20,000
2023	Cooling tower gear reducers rebuilds	1102303	Facilities	Capital Improvement Projects Fund	20,000
2023	Roof replacement	1102304	Facilities	Capital Improvement Projects Fund	175,000
2023	Roof replacement	1102306	Facilities	Capital Improvement Projects Fund	450,000
2023	AHU 1 & 2 Replacements with VAV reheats	1102308	Facilities	Capital Improvement Projects Fund	250,000
2023	Replace Exterior Entrance Doors	1102036	Facilities	Capital Improvement Projects Fund	8,000
2024	Parking Lot Resurfacing and Curbs	1101932	Facilities	Capital Improvement Projects Fund	100,000
2024	Furniture Upgrades	1102115	Facilities	Capital Improvement Projects Fund	100,000
2024	Data room mini split AC units	1102301	Facilities	Capital Improvement Projects Fund	15,000
2024	Roof replacement	1102401	Facilities	Capital Improvement Projects Fund	200,000
2024	Roof replacement	1102402	Facilities	Capital Improvement Projects Fund	500,000
2024	Loadbank Test Cat Generator	1102035	Facilities	Capital Improvement Projects Fund	10,000
2025	Parking Lot Resurfacing and Curbs	1101932	Facilities	Capital Improvement Projects Fund	100,000
2025	Condensate pump rebuilds	1102103	Facilities	Capital Improvement Projects Fund	5,000
2025	Furniture Upgrades	1102115	Facilities	Capital Improvement Projects Fund	100,000
2025	Data room mini split AC units	1102301	Facilities	Capital Improvement Projects Fund	15,000
2025	Roof replacement	1102501	Facilities	Capital Improvement Projects Fund	250,000
2026	Parking Lot Resurfacing and Curbs	1101932	Facilities	Capital Improvement Projects Fund	100,000
2026	Furniture Upgrades	1102115	Facilities	Capital Improvement Projects Fund	100,000
2026	Data room mini split AC units	1102301	Facilities	Capital Improvement Projects Fund	15,000
2026	Roof replacement	1102309	Facilities	Capital Improvement Projects Fund	300,000
2026	Roof replacement	1102601	Facilities	Capital Improvement Projects Fund	250,000
2026	Loadbank Test Cat Generator	1102035	Facilities	Capital Improvement Projects Fund	10,000
2027	Parking Lot Resurfacing and Curbs	1101932	Facilities	Capital Improvement Projects Fund	100,000
2027	Furniture Upgrades	1102115	Facilities	Capital Improvement Projects Fund	100,000

CROW WING COUNTY

2019-2028

DEPARTMENT DETAIL

Year	Project Title	Project #	Department	Funding Source	Total
2027	Data room mini split AC units	1102301	Facilities	Capital Improvement Projects Fund	15,000
2028	Parking Lot Resurfacing and Curbs	1101932	Facilities	Capital Improvement Projects Fund	100,000
2028	Furniture Upgrades	1102115	Facilities	Capital Improvement Projects Fund	100,000
2028	Data room mini split AC units	1102301	Facilities	Capital Improvement Projects Fund	15,000
2028	Loadbank Test Cat Generator	1102035	Facilities	Capital Improvement Projects Fund	10,000
2019	1379 Skid Loader	3011901	Highway	Capital Improvement Projects Fund	50,000
2019	45 1.5 ton Maintenance Truck	3011902	Highway	Capital Improvement Projects Fund	65,000
2019	1871 New Holland Large Tractor	3011903	Highway	Capital Improvement Projects Fund	119,000
2019	39 Tandem axle Dump Truck	3011904	Highway	Capital Improvement Projects Fund	260,000
2020	1872 New Holland Tractor Flail Large Mower	3011905	Highway	Capital Improvement Projects Fund	25,625
2020	CrossLake Fuel System Pump Replacement	30119052	Highway	Capital Improvement Projects Fund	35,875
2020	HWY Dept. Fuel System Pump Replacement	3011907	Highway	Capital Improvement Projects Fund	35,000
2020	42 1.5 Ton Maintenance Truck	3012002	Highway	Capital Improvement Projects Fund	66,625
2020	Survey Equipment/Engineering Software/Format Plotter	3012005	Highway	Capital Improvement Projects Fund	84,050
2020	29 Tandem axle Dump Truck	3012101	Highway	Capital Improvement Projects Fund	266,500
2021	Survey Equipment/Engineering Software/Recorders Fund	30121052	Highway	Fund 2 Reserved & Designated	86,151
2021	Inventory management scanning system	3011906	Highway	Capital Improvement Projects Fund	47,278
2021	30 Tandem axle Dump Truck	3012001	Highway	Capital Improvement Projects Fund	273,163
2021	1171 New Holland Large Tractor	3012103	Highway	Capital Improvement Projects Fund	125,024
2021	1601 Backhoe/Loader	3012602	Highway	Capital Improvement Projects Fund	99,809
2022	Crow Wing County Fuel Key Terminal System Replacement	30119053	Highway	Capital Improvement Projects Fund	48,460
2022	43 Tandem axle Dump Truck	3012201	Highway	Capital Improvement Projects Fund	279,992
2022	1778 Skid Loader	3012202	Highway	Capital Improvement Projects Fund	53,845
2022	1858 Supervisor Vehicle	3012204	Highway	Capital Improvement Projects Fund	37,691
2022	15 Wheel Loader	3012502	Highway	Capital Improvement Projects Fund	215,378
2023	108 50,000lb Equipment Trailer	3012206	Highway	Capital Improvement Projects Fund	60,710
2023	158 Pavement Cutter	3012207	Highway	Capital Improvement Projects Fund	17,661
2023	27 Tandem axle Dump Truck	3012301	Highway	Capital Improvement Projects Fund	286,991
2023	1880 Skid Loader	3012302	Highway	Capital Improvement Projects Fund	55,191
2023	1872 Craftco Tar Melter	3012305	Highway	Capital Improvement Projects Fund	71,748
2024	26 Shop Service Truck	3012003	Highway	Capital Improvement Projects Fund	41,296
2024	1957 Supervisor Vehicle	3012205	Highway	Capital Improvement Projects Fund	39,599
2024	89 Tree Brush Chipper	3012208	Highway	Capital Improvement Projects Fund	56,570
2024	1975 Midsize Tractor	3012303	Highway	Capital Improvement Projects Fund	84,856
2024	28 Tandem axle Dump Truck	3012401	Highway	Capital Improvement Projects Fund	294,166
2024	Skid Loader	3012402	Highway	Capital Improvement Projects Fund	56,570
2024	1971 2009 410J JD Backhoe/loader	30124022	Highway	Capital Improvement Projects Fund	107,484
2025	1574 Mulcher head attachment	3012406	Highway	Capital Improvement Projects Fund	28,992
2025	1575 Mulcher head attachment	3012407	Highway	Capital Improvement Projects Fund	28,993
2025	1821 Tandem axle Dump Truck	3012501	Highway	Capital Improvement Projects Fund	301,520
2025	1042 Engineering Truck 3/4 ton	30125022	Highway	Capital Improvement Projects Fund	40,589
2025	Survey Equipment/Engineering Software/Format Plotter	3012503	Highway	Capital Improvement Projects Fund	95,095
2026	148 Skid Loader Trailer	3012104	Highway	Capital Improvement Projects Fund	17,830
2026	Survey Equipment/Engineering Software/Recorders Fund	3012105	Highway	Capital Improvement Projects Fund	97,472
2026	1175 Midsize Tractor	3012403	Highway	Capital Improvement Projects Fund	89,151
2026	1172 Schulte Large Mower 15'	3012404	Highway	Capital Improvement Projects Fund	29,717

CROW WING COUNTY

2019-2028

DEPARTMENT DETAIL

Year	Project Title	Project #	Department	Funding Source	Total
2026	1473 Schulte Midsize Mower 10'	3012405	Highway	Capital Improvement Projects Fund	21,396
2026	1822 Tandem axle Dump Truck	3012601	Highway	Capital Improvement Projects Fund	309,058
2026	1153 Engineering Vehicle	3012603	Highway	Capital Improvement Projects Fund	30,906
2026	1152 Engineering Vehicle	30126032	Highway	Capital Improvement Projects Fund	30,906
2026	Supervisor Vehicle	3012604	Highway	Capital Improvement Projects Fund	41,604
2026	1671 Road Sweeper	30126042	Highway	Capital Improvement Projects Fund	106,982
2027	1021 Tandem axle Dump Truck	3012701	Highway	Capital Improvement Projects Fund	316,785
2027	Skid Loader	3012702	Highway	Capital Improvement Projects Fund	60,920
2027	1202 2012 410J JD Backhoe/loader	30127022	Highway	Capital Improvement Projects Fund	115,748
2027	155 Midland Road Widner	3012704	Highway	Capital Improvement Projects Fund	103,564
2028	1881 Skid Loader Trailer	3012304	Highway	Capital Improvement Projects Fund	18,733
2028	1873 Pavement Cutter	3012306	Highway	Capital Improvement Projects Fund	19,982
2028	205 Tar Compactor/ Roller	30127042	Highway	Capital Improvement Projects Fund	93,665
2028	1022 Tandem axle Dump Truck	3012801	Highway	Capital Improvement Projects Fund	324,704
2028	Skid Loader	3012802	Highway	Capital Improvement Projects Fund	62,443
2028	1355 Engineering Truck 3/4 ton	3012803	Highway	Capital Improvement Projects Fund	43,710
2028	112 50,000lb Equipment Trailer	30128032	Highway	Capital Improvement Projects Fund	68,687
2028	1354 Engineering Truck 3/4 ton	3012804	Highway	Capital Improvement Projects Fund	43,710
2019	Systems Center	1701906	Information Technology	Fund 2 Reserved & Designated	15,200
2019	GIS Enhancements	1701907	Information Technology	Fund 2 Reserved & Designated	20,500
2019	SharePoint/Web	1701908	Information Technology	Fund 2 Reserved & Designated	29,900
2019	System and Network Security	1701909	Information Technology	Fund 2 Reserved & Designated	30,025
2019	Phone Enhancements	1701910	Information Technology	Fund 2 Reserved & Designated	30,500
2019	Employee reporting environment - tool (setup and training)	1701911	Information Technology	Fund 2 Reserved & Designated	44,000
2019	Enhancements to Document Management	1701901	Information Technology	Capital Improvement Projects Fund	25,000
2019	VDI	1701902	Information Technology	Capital Improvement Projects Fund	36,360
2019	Server Additions and Replacements	1701903	Information Technology	Capital Improvement Projects Fund	36,700
2019	Network	1701904	Information Technology	Capital Improvement Projects Fund	55,100
2019	SAN Enhancements	1701905	Information Technology	Capital Improvement Projects Fund	58,500
2020	Systems Center	1701906	Information Technology	Fund 2 Reserved & Designated	7,600
2020	GIS Enhancements	1701907	Information Technology	Fund 2 Reserved & Designated	25,000
2020	SharePoint/Web	1701908	Information Technology	Fund 2 Reserved & Designated	32,000
2020	System and Network Security	1701909	Information Technology	Fund 2 Reserved & Designated	35,025
2020	Phone Enhancements	1701910	Information Technology	Fund 2 Reserved & Designated	12,500
2020	Employee reporting environment - tool (setup and training)	1701911	Information Technology	Fund 2 Reserved & Designated	36,000
2020	Enhancements to Document Management	1701901	Information Technology	Capital Improvement Projects Fund	100,000
2020	VDI	1701902	Information Technology	Capital Improvement Projects Fund	36,360
2020	Server Additions and Replacements	1701903	Information Technology	Capital Improvement Projects Fund	58,200
2020	Network	1701904	Information Technology	Capital Improvement Projects Fund	48,300
2020	SAN Enhancements	1701905	Information Technology	Capital Improvement Projects Fund	76,400
2020	CRM	1702001	Information Technology	Capital Improvement Projects Fund	75,000
2021	Systems Center	1701906	Information Technology	Fund 2 Reserved & Designated	7,600
2021	GIS Enhancements	1701907	Information Technology	Fund 2 Reserved & Designated	20,000
2021	SharePoint/Web	1701908	Information Technology	Fund 2 Reserved & Designated	37,800
2021	System and Network Security	1701909	Information Technology	Fund 2 Reserved & Designated	84,275
2021	Phone Enhancements	1701910	Information Technology	Fund 2 Reserved & Designated	30,500

CROW WING COUNTY

2019-2028

DEPARTMENT DETAIL

Year	Project Title	Project #	Department	Funding Source	Total
2021	Employee reporting environment - tool (setup and training)	1701911	Information Technology	Fund 2 Reserved & Designated	44,000
2021	Enhancements to Document Management	1701901	Information Technology	Capital Improvement Projects Fund	60,000
2021	VDI	1701902	Information Technology	Capital Improvement Projects Fund	36,360
2021	Server Additions and Replacements	1701903	Information Technology	Capital Improvement Projects Fund	59,700
2021	Network	1701904	Information Technology	Capital Improvement Projects Fund	44,000
2021	SAN Enhancements	1701905	Information Technology	Capital Improvement Projects Fund	41,500
2021	CRM	1702001	Information Technology	Capital Improvement Projects Fund	150,000
2022	CRM	1702001	Information Technology	Capital Improvement Projects Fund	100,000
2022	Enhancements to Document Management	1701901	Information Technology	Capital Improvement Projects Fund	60,000
2022	Phone Enhancements	1701902	Information Technology	Capital Improvement Projects Fund	92,000
2022	Server Additions and Replacements	1701903	Information Technology	Capital Improvement Projects Fund	60,700
2022	Network	1701904	Information Technology	Capital Improvement Projects Fund	44,000
2022	SAN Enhancements	1701905	Information Technology	Capital Improvement Projects Fund	59,200
2022	Systems Center	1701906	Information Technology	Fund 2 Reserved & Designated	15,200
2022	GIS Enhancements	1701907	Information Technology	Fund 2 Reserved & Designated	20,000
2022	SharePoint/Web	1701908	Information Technology	Fund 2 Reserved & Designated	35,000
2022	System and Network Security	1701909	Information Technology	Fund 2 Reserved & Designated	31,450
2022	Phone Enhancements	1701910	Information Technology	Fund 2 Reserved & Designated	12,500
2022	Employee reporting environment - tool (setup and training)	1701911	Information Technology	Fund 2 Reserved & Designated	36,000
2023	Systems Center	1701906	Information Technology	Fund 2 Reserved & Designated	7,600
2023	GIS Enhancements	1701907	Information Technology	Fund 2 Reserved & Designated	20,000
2023	SharePoint/Web	1701908	Information Technology	Fund 2 Reserved & Designated	28,000
2023	System and Network Security	1701909	Information Technology	Fund 2 Reserved & Designated	16,450
2023	Phone Enhancements	1701910	Information Technology	Fund 2 Reserved & Designated	30,500
2023	Employee reporting environment - tool (setup and training)	1701911	Information Technology	Fund 2 Reserved & Designated	44,000
2023	Enhancements to Document Management	1701901	Information Technology	Capital Improvement Projects Fund	60,000
2023	VDI	1701902	Information Technology	Capital Improvement Projects Fund	36,360
2023	Server Additions and Replacements	1701903	Information Technology	Capital Improvement Projects Fund	63,700
2023	Network	1701904	Information Technology	Capital Improvement Projects Fund	44,000
2023	SAN Enhancements	1701905	Information Technology	Capital Improvement Projects Fund	101,500
2023	CRM	1702001	Information Technology	Capital Improvement Projects Fund	100,000
2024	Systems Center	1701906	Information Technology	Fund 2 Reserved & Designated	7,600
2024	GIS Enhancements	1701907	Information Technology	Fund 2 Reserved & Designated	20,000
2024	SharePoint/Web	1701908	Information Technology	Fund 2 Reserved & Designated	37,800
2024	System and Network Security	1701909	Information Technology	Fund 2 Reserved & Designated	17,875
2024	Phone Enhancements	1701910	Information Technology	Fund 2 Reserved & Designated	50,000
2024	Employee reporting environment - tool (setup and training)	1701911	Information Technology	Fund 2 Reserved & Designated	36,000
2024	Enhancements to Document Management	1701901	Information Technology	Capital Improvement Projects Fund	60,000
2024	VDI	1701902	Information Technology	Capital Improvement Projects Fund	36,360
2024	Server Additions and Replacements	1701903	Information Technology	Capital Improvement Projects Fund	59,700
2024	Network	1701904	Information Technology	Capital Improvement Projects Fund	44,000
2024	SAN Enhancements	1701905	Information Technology	Capital Improvement Projects Fund	58,500
2024	CRM	1702001	Information Technology	Capital Improvement Projects Fund	100,000
2025	Systems Center	1701906	Information Technology	Fund 2 Reserved & Designated	15,200
2025	GIS Enhancements	1701907	Information Technology	Fund 2 Reserved & Designated	20,000
2025	SharePoint/Web	1701908	Information Technology	Fund 2 Reserved & Designated	35,000

CROW WING COUNTY

2019-2028

DEPARTMENT DETAIL

Year	Project Title	Project #	Department	Funding Source	Total
2025	System and Network Security	1701909	Information Technology	Fund 2 Reserved & Designated	32,875
2025	Phone Enhancements	1701910	Information Technology	Fund 2 Reserved & Designated	30,500
2025	Employee reporting environment - tool (setup and training)	1701911	Information Technology	Fund 2 Reserved & Designated	44,000
2025	Enhancements to Document Management	1701901	Information Technology	Capital Improvement Projects Fund	60,000
2025	VDI	1701902	Information Technology	Capital Improvement Projects Fund	36,360
2025	Server Additions and Replacements	1701903	Information Technology	Capital Improvement Projects Fund	58,200
2025	Network	1701904	Information Technology	Capital Improvement Projects Fund	44,000
2025	SAN Enhancements	1701905	Information Technology	Capital Improvement Projects Fund	76,400
2025	CRM	1702001	Information Technology	Capital Improvement Projects Fund	100,000
2026	Systems Center	1701906	Information Technology	Fund 2 Reserved & Designated	7,600
2026	GIS Enhancements	1701907	Information Technology	Fund 2 Reserved & Designated	20,000
2026	SharePoint/Web	1701908	Information Technology	Fund 2 Reserved & Designated	28,000
2026	System and Network Security	1701909	Information Technology	Fund 2 Reserved & Designated	94,275
2026	Phone Enhancements	1701910	Information Technology	Fund 2 Reserved & Designated	12,500
2026	Employee reporting environment - tool (setup and training)	1701911	Information Technology	Fund 2 Reserved & Designated	36,000
2026	Enhancements to Document Management	1701901	Information Technology	Capital Improvement Projects Fund	60,000
2026	VDI	1701902	Information Technology	Capital Improvement Projects Fund	36,360
2026	Server Additions and Replacements	1701903	Information Technology	Capital Improvement Projects Fund	59,700
2026	Network	1701904	Information Technology	Capital Improvement Projects Fund	91,900
2026	SAN Enhancements	1701905	Information Technology	Capital Improvement Projects Fund	41,500
2026	CRM	1702001	Information Technology	Capital Improvement Projects Fund	100,000
2027	Systems Center	1701906	Information Technology	Fund 2 Reserved & Designated	7,600
2027	GIS Enhancements	1701907	Information Technology	Fund 2 Reserved & Designated	20,000
2027	SharePoint/Web	1701908	Information Technology	Fund 2 Reserved & Designated	37,800
2027	System and Network Security	1701909	Information Technology	Fund 2 Reserved & Designated	17,875
2027	Phone Enhancements	1701910	Information Technology	Fund 2 Reserved & Designated	30,500
2027	Employee reporting environment - tool (setup and training)	1701911	Information Technology	Fund 2 Reserved & Designated	44,000
2027	Enhancements to Document Management	1701901	Information Technology	Capital Improvement Projects Fund	60,000
2027	VDI	1701902	Information Technology	Capital Improvement Projects Fund	92,000
2027	Server Additions and Replacements	1701903	Information Technology	Capital Improvement Projects Fund	59,700
2027	Network	1701904	Information Technology	Capital Improvement Projects Fund	96,900
2027	SAN Enhancements	1701905	Information Technology	Capital Improvement Projects Fund	59,200
2027	CRM	1702001	Information Technology	Capital Improvement Projects Fund	100,000
2028	Systems Center	1701906	Information Technology	Fund 2 Reserved & Designated	15,200
2028	GIS Enhancements	1701907	Information Technology	Fund 2 Reserved & Designated	20,000
2028	SharePoint/Web	1701908	Information Technology	Fund 2 Reserved & Designated	35,000
2028	System and Network Security	1701909	Information Technology	Fund 2 Reserved & Designated	34,300
2028	Phone Enhancements	1701910	Information Technology	Fund 2 Reserved & Designated	12,500
2028	Employee reporting environment - tool (setup and training)	1701911	Information Technology	Fund 2 Reserved & Designated	36,000
2028	Enhancements to Document Management	1701901	Information Technology	Capital Improvement Projects Fund	60,000
2028	VDI	1701902	Information Technology	Capital Improvement Projects Fund	36,360
2028	Server Additions and Replacements	1701903	Information Technology	Capital Improvement Projects Fund	63,700
2028	Network	1701904	Information Technology	Capital Improvement Projects Fund	44,000
2028	SAN Enhancements	1701905	Information Technology	Capital Improvement Projects Fund	101,500
2028	CRM	1702001	Information Technology	Capital Improvement Projects Fund	100,000
2019	Phase III Demo Construction Oversight	5401901	Landfill	Landfill	52,870

CROW WING COUNTY

2019-2028

DEPARTMENT DETAIL

Year	Project Title	Project #	Department	Funding Source	Total
2019	Upgrade Entrance Road & Scale	5401902	Landfill	Landfill	100,000
2019	Annual Installation of new Recirculation Laterals in cell 4	5401903	Landfill	Landfill	130,000
2019	Northern Expansion (Cell 5/6)	5401904	Landfill	Landfill	168,730
2019	Cell 5 Construction Oversight	5401905	Landfill	Landfill	236,230
2019	Phase III Demo Construction	5401906	Landfill	Landfill	337,460
2019	Cell 1/2 Closure Construction	5401907	Landfill	Landfill	739,830
2019	Pond 5 Construction	5401908	Landfill	Landfill	787,410
2019	Cell 5 Construction	5401909	Landfill	Landfill	1,721,050
2020	Annual Installation of new Recirculation Laterals in cell 4	5401903	Landfill	Landfill	175,000
2021	Annual Installation of new Recirculation Laterals in cell 4	5401903	Landfill	Landfill	182,000
2021	EAW/Comment Response	5402101	Landfill	Landfill	285,920
2022	Permit Mod for Cell 7 expansion	5402201	Landfill	Landfill	442,870
2022	Phase III Expansion Hydro	5402202	Landfill	Landfill	158,170
2022	Annual Installation of new Recirculation Laterals in cell 4	5401903	Landfill	Landfill	189,280
2023	Annual Installation of new Recirculation Laterals in cell 4	5401903	Landfill	Landfill	196,851
2024	Cell 6 Plans and Specs - MMSW Landfill	5402401	Landfill	Landfill	249,080
2024	Permit Reissuance	5402402	Landfill	Landfill	239,500
2024	Annual Installation of new Recirculation Laterals in cell 4	5401903	Landfill	Landfill	204,725
2025	Cell 6 Construction Oversight - MMSW Landfill	5402502	Landfill	Landfill	298,900
2025	Cell 6 Construction	5402503	Landfill	Landfill	1,209,820
2025	Install new gas wells	5402504	Landfill	Landfill	213,500
2025	Annual Installation of new Recirculation Laterals in cell 4	5401903	Landfill	Landfill	212,914
2026	Trailer	5802201	Landfill	Public Land Management Fund	6,092
2026	Annual Installation of new Recirculation Laterals in cell 4	5401903	Landfill	Landfill	221,431
2027	Annual Installation of new Recirculation Laterals in cell 4	5401903	Landfill	Landfill	230,288
2028	Annual Installation of new Recirculation Laterals in cell 4	5401903	Landfill	Landfill	239,500
2021	Hunter/Hiker Trail Signs	5802102	Parks	Fund 2 Reserved & Designated	35,000
2019	Snowmobile	5801902	Public Land Management	Public Land Management Fund	8,200
2019	Truck	5801903	Public Land Management	Public Land Management Fund	35,000
2020	Permit Software	5802002	Public Land Management	Public Land Management Fund	100,000
2020	Snowmobile	5802204	Public Land Management	Public Land Management Fund	8,405
2021	ATV	5802003	Public Land Management	Public Land Management Fund	9,154
2021	ATV	5802004	Public Land Management	Public Land Management Fund	9,154
2025	Trailer	58019022	Public Land Management	Public Land Management Fund	5,943
2027	Trailer	5802101	Public Land Management	Public Land Management Fund	6,244
2028	Truck	5802801	Public Land Management	Public Land Management Fund	46,723
2019	Bomb Squad Robot	2401909	Sheriff	Fund 2 Reserved & Designated	179,000
2019	Jail pod painting & repair	2501901	Sheriff	Capital Improvement Projects Fund	30,000
2019	Patrol Vehicle (Unit 6206 Replacement)	2401901	Sheriff	Capital Improvement Projects Fund	31,263
2019	Patrol Vehicle (Unit 6309 Replacement)	2401902	Sheriff	Capital Improvement Projects Fund	31,263
2019	Patrol Vehicle (Unit 6415 Replacement)	2401903	Sheriff	Capital Improvement Projects Fund	31,263
2019	Patrol Vehicle (Unit 6416 Replacement)	2401904	Sheriff	Capital Improvement Projects Fund	31,263
2019	Patrol Vehicle (Unit 6534 Replacement)	2401905	Sheriff	Capital Improvement Projects Fund	31,263
2019	Patrol Vehicle (Unit 6535 Replacement)	2401906	Sheriff	Capital Improvement Projects Fund	31,263
2019	Emergency Equipment Replacement	2401907	Sheriff	Capital Improvement Projects Fund	189,050
2019	Camera Upgrades & Security Controls	2501902	Sheriff	Capital Improvement Projects Fund	440,000

CROW WING COUNTY

2019-2028

DEPARTMENT DETAIL

Year	Project Title	Project #	Department	Funding Source	Total
2019	LEC Updates	2401908	Sheriff	Capital Improvement Projects Fund	1,350,000
2020	Mobile Crime Lab/Command Trailer	2402010	Sheriff	Fund 2 Reserved & Designated	100,300
2020	Jail pod painting & repair	2501901	Sheriff	Capital Improvement Projects Fund	30,000
2020	Emergency Equipment Replacement	2401907	Sheriff	Capital Improvement Projects Fund	156,972
2020	Camera Upgrades & Security Controls	2501902	Sheriff	Capital Improvement Projects Fund	306,000
2020	LEC Updates	2401908	Sheriff	Capital Improvement Projects Fund	1,350,000
2020	Boat & Water Vehicle (Unit 6223 Replacement)	24019072	Sheriff	Capital Improvement Projects Fund	58,950
2020	Boat & Water - Boat (Unit 6983 Replacement)	24019082	Sheriff	Capital Improvement Projects Fund	34,670
2020	Patrol Vehicle (Unit 6307 Replacement)	2402001	Sheriff	Capital Improvement Projects Fund	32,044
2020	Patrol Vehicle (Unit 6418 Replacement)	2402002	Sheriff	Capital Improvement Projects Fund	32,044
2020	Patrol Vehicle (Unit 6308 Replacement)	2402003	Sheriff	Capital Improvement Projects Fund	32,044
2020	Patrol Vehicle (Unit 6505 Replacement)	2402004	Sheriff	Capital Improvement Projects Fund	32,044
2020	Boat & Water Vehicle (Unit 6222 Replacement)	2402007	Sheriff	Capital Improvement Projects Fund	39,924
2020	Boat & Water - Boat (Unit 6081 Replacement)	2402008	Sheriff	Capital Improvement Projects Fund	34,670
2020	Patrol Vehicle (Unit 6609 Replacement)	2402102	Sheriff	Capital Improvement Projects Fund	32,044
2021	ATV (Unit 6961 Replacement)	2402108	Sheriff	Fund 2 Reserved & Designated	16,100
2021	Jail pod painting & repair	2501901	Sheriff	Capital Improvement Projects Fund	30,000
2021	Emergency Equipment Replacement	2401907	Sheriff	Capital Improvement Projects Fund	109,450
2021	Patrol Vehicle (Unit 6421 Replacement)	2402101	Sheriff	Capital Improvement Projects Fund	32,845
2021	Patrol Vehicle (Unit 6610 Replacement)	2402103	Sheriff	Capital Improvement Projects Fund	32,845
2021	Patrol Vehicle (Unit 6755 Replacement)	2402104	Sheriff	Capital Improvement Projects Fund	32,845
2021	Investigator Vehicle (Unit 6448 Replacement)	2402105	Sheriff	Capital Improvement Projects Fund	45,229
2021	Boat & Water Vehicle (Unit 6251 Replacement)	2402106	Sheriff	Capital Improvement Projects Fund	40,992
2021	Boat & Water - Boat (Unit 6781 Replacement)	2402107	Sheriff	Capital Improvement Projects Fund	75,382
2021	ATV (Unit 6265 Replacement)	2402109	Sheriff	Capital Improvement Projects Fund	15,076
2021	Microwave Path to Crosby	2402110	Sheriff	Capital Improvement Projects Fund	35,000
2021	EOC Video Wall	2402111	Sheriff	Capital Improvement Projects Fund	75,000
2021	Asset Management Scanner	2402112	Sheriff	Capital Improvement Projects Fund	66,500
2021	Rifle Range Improvements	2402113	Sheriff	Capital Improvement Projects Fund	62,000
2021	Rifle Range Climate Protection	2402114	Sheriff	Capital Improvement Projects Fund	85,000
2021	Sheriff's Office Painting & Repair	2402115	Sheriff	Capital Improvement Projects Fund	15,000
2021	Asphalt for the cold storage building at Highway	2402116	Sheriff	Capital Improvement Projects Fund	40,000
2021	Patrol Vehicle (Unit 6419 Replacement)	2402203	Sheriff	Capital Improvement Projects Fund	32,845
2021	Jail Appliance Replacement	2502101	Sheriff	Capital Improvement Projects Fund	75,000
2022	Sheriff's Office Painting & Repair	2402115	Sheriff	Capital Improvement Projects Fund	15,000
2022	Court metal detector and x-ray machine	2402201	Sheriff	Capital Improvement Projects Fund	15,000
2022	Patrol Vehicle (Unit 6502 Replacement)	2402202	Sheriff	Capital Improvement Projects Fund	33,666
2022	Patrol Vehicle (Unit 6501 Replacement)	2402204	Sheriff	Capital Improvement Projects Fund	33,666
2022	Patrol Vehicle (Unit 6607 Replacement)	2402205	Sheriff	Capital Improvement Projects Fund	33,666
2022	Tac Team Vehicle (Unit 892 Replacement)	2402206	Sheriff	Capital Improvement Projects Fund	49,672
2022	Administration Vehicle (Unit 6352 Replacement)	2402207	Sheriff	Capital Improvement Projects Fund	46,360
2022	Boat & Water - Boat (Unit 6981 Replacement)	2402208	Sheriff	Capital Improvement Projects Fund	77,267
2022	System Redundancy	2402210	Sheriff	Capital Improvement Projects Fund	500,000
2022	Microwave Radio Replacement	2402211	Sheriff	Capital Improvement Projects Fund	65,000
2022	Jail Body Scanner	2502201	Sheriff	Capital Improvement Projects Fund	200,000
2022	Jail pod painting & repair	2501901	Sheriff	Capital Improvement Projects Fund	30,000

CROW WING COUNTY

2019-2028

DEPARTMENT DETAIL

Year	Project Title	Project #	Department	Funding Source	Total
2022	Emergency Equipment Replacement	2401907	Sheriff	Capital Improvement Projects Fund	98,400
2023	Phone Enhancements	2501901	Sheriff	Capital Improvement Projects Fund	30,000
2023	Emergency Equipment Replacement	2401907	Sheriff	Capital Improvement Projects Fund	121,600
2023	Sheriff's Office Painting & Repair	2402115	Sheriff	Capital Improvement Projects Fund	15,000
2023	System Redundancy	2402210	Sheriff	Capital Improvement Projects Fund	500,000
2023	Patrol Vehicle (Unit 6828 Replacement)	2402301	Sheriff	Capital Improvement Projects Fund	34,508
2023	Patrol Vehicle (Unit 6722 Replacement)	2402302	Sheriff	Capital Improvement Projects Fund	34,508
2023	Patrol Vehicle (Transport Replacement)	2402303	Sheriff	Capital Improvement Projects Fund	34,508
2023	Administration Vehicle (Unit 6536 Replacement)	2402304	Sheriff	Capital Improvement Projects Fund	47,519
2023	Boat & Water (Unit 6788 Replacement)	2402305	Sheriff	Capital Improvement Projects Fund	42,994
2023	Boat & Water - Trailer (Unit 6365 Replacement)	2402306	Sheriff	Capital Improvement Projects Fund	16,971
2023	Boat & Water - Boat (Unit 6685 Replacement)	2402307	Sheriff	Capital Improvement Projects Fund	37,336
2023	Boat & Water - PWC (Unit 6282 Replacement)	2402308	Sheriff	Capital Improvement Projects Fund	12,445
2023	ATV (Unit 6366 Replacement)	2402309	Sheriff	Capital Improvement Projects Fund	15,839
2023	Snowmobile (Unit 6367 Replacement)	2402310	Sheriff	Capital Improvement Projects Fund	15,839
2023	Snowmobile (Unit 6368 Replacement)	2402311	Sheriff	Capital Improvement Projects Fund	15,839
2023	Law Enforcement Software conversion	2402313	Sheriff	Capital Improvement Projects Fund	750,000
2023	IP Base Network	24023142	Sheriff	Capital Improvement Projects Fund	60,000
2023	Patrol Vehicle (Unit 6608 Replacement)	2402503	Sheriff	Capital Improvement Projects Fund	34,508
2023	Climate Control Storage & Land Acquisition	2402314	Sheriff	Debt Service Fund	3,500,000
2024	Jail pod painting & repair	2501901	Sheriff	Capital Improvement Projects Fund	30,000
2024	Emergency Equipment Replacement	2401907	Sheriff	Capital Improvement Projects Fund	113,100
2024	Sheriff's Office Painting & Repair	2402115	Sheriff	Capital Improvement Projects Fund	15,000
2024	Patrol Vehicle	2402401	Sheriff	Capital Improvement Projects Fund	35,371
2024	Patrol Vehicle	2402402	Sheriff	Capital Improvement Projects Fund	35,371
2024	Patrol Vehicle (Transport Replacement)	2402404	Sheriff	Capital Improvement Projects Fund	35,371
2024	Investigation Vehicle (Unit 6346 Replacement)	2402405	Sheriff	Capital Improvement Projects Fund	48,707
2024	Investigation Vehicle (Unit 6524 Replacement)	2402406	Sheriff	Capital Improvement Projects Fund	48,707
2024	Boat & Water Vehicle (Unit 6453 Replacement)	2402407	Sheriff	Capital Improvement Projects Fund	44,068
2024	Boat & Water - Boat (Unit 6483 Replacement)	2402408	Sheriff	Capital Improvement Projects Fund	38,270
2024	Drone Replacement	2402409	Sheriff	Capital Improvement Projects Fund	87,500
2024	Jail Appliance Replacement	2502101	Sheriff	Capital Improvement Projects Fund	75,000
2025	Jail pod painting & repair	2501901	Sheriff	Capital Improvement Projects Fund	30,000
2025	Emergency Equipment Replacement	2401907	Sheriff	Capital Improvement Projects Fund	142,850
2025	Sheriff's Office Painting & Repair	2402115	Sheriff	Capital Improvement Projects Fund	15,000
2025	Patrol Vehicle	24024022	Sheriff	Capital Improvement Projects Fund	36,255
2025	Patrol Vehicle	24024023	Sheriff	Capital Improvement Projects Fund	36,255
2025	Patrol Vehicle	24024024	Sheriff	Capital Improvement Projects Fund	36,255
2025	Patrol Vehicle	24024025	Sheriff	Capital Improvement Projects Fund	36,255
2025	Administration Vehicle (Unit 6221 Replacement)	2402504	Sheriff	Capital Improvement Projects Fund	49,925
2025	Investigation Vehicle (Unit 6447 Replacement)	2402505	Sheriff	Capital Improvement Projects Fund	49,925
2025	Investigation Vehicle (Unit 6449 Replacement)	2402506	Sheriff	Capital Improvement Projects Fund	49,925
2025	Tac Team Vehicle (Unit 833 Replacement)	2402607	Sheriff	Capital Improvement Projects Fund	53,491
2025	Jail Pods	2502501	Sheriff	Debt Service Fund	12,500,000
2026	Jail pod painting & repair	2501901	Sheriff	Capital Improvement Projects Fund	30,000
2026	Emergency Equipment Replacement	2401907	Sheriff	Capital Improvement Projects Fund	99,750

CROW WING COUNTY

2019-2028

DEPARTMENT DETAIL

Year	Project Title	Project #	Department	Funding Source	Total
2026	Sheriff's Office Painting & Repair	2402115	Sheriff	Capital Improvement Projects Fund	15,000
2026	Patrol Vehicle (Unit 6827 Replacement)	2402601	Sheriff	Capital Improvement Projects Fund	37,161
2026	Patrol Vehicle	2402602	Sheriff	Capital Improvement Projects Fund	37,161
2026	Patrol Vehicle	2402603	Sheriff	Capital Improvement Projects Fund	37,161
2026	Patrol Vehicle	2402604	Sheriff	Capital Improvement Projects Fund	37,161
2026	Investigation Vehicle (Unit 6345 Replacement)	2402608	Sheriff	Capital Improvement Projects Fund	51,173
2026	Boat & Water - Trailer (Unit 6686 Replacement)	2402609	Sheriff	Capital Improvement Projects Fund	18,276
2026	Boat & Water - Boat (Unit 6584 Replacement)	2402610	Sheriff	Capital Improvement Projects Fund	73,104
2026	Boat & Water - PWC (Unit 6687 Replacement)	2402611	Sheriff	Capital Improvement Projects Fund	13,402
2026	Jail Pods	2502501	Sheriff	Debt Service Fund	12,500,000
2027	Jail pod painting & repair	2501901	Sheriff	Capital Improvement Projects Fund	30,000
2027	Emergency Equipment Replacement	2401907	Sheriff	Capital Improvement Projects Fund	236,750
2027	Sheriff's Office Painting & Repair	2402115	Sheriff	Capital Improvement Projects Fund	15,000
2027	Patrol Vehicle (Unit 6723 Replacement)	2402701	Sheriff	Capital Improvement Projects Fund	38,090
2027	Patrol Vehicle	2402702	Sheriff	Capital Improvement Projects Fund	38,090
2027	Patrol Vehicle	2402703	Sheriff	Capital Improvement Projects Fund	38,090
2027	Patrol Vehicle	2402704	Sheriff	Capital Improvement Projects Fund	38,090
2027	Administration Vehicle (Unit 6233 Replacement)	2402707	Sheriff	Capital Improvement Projects Fund	52,452
2027	Boat & Water - Trailer (Unit 6761 Replacement)	2402708	Sheriff	Capital Improvement Projects Fund	18,733
2027	Jail Appliance Replacement	2502101	Sheriff	Capital Improvement Projects Fund	75,000
2028	Jail pod painting & repair	2501901	Sheriff	Capital Improvement Projects Fund	30,000
2028	Emergency Equipment Replacement	2401907	Sheriff	Capital Improvement Projects Fund	387,863
2028	Sheriff's Office Painting & Repair	2402115	Sheriff	Capital Improvement Projects Fund	15,000
2028	Patrol Vehicle (Unit 6612 Replacement)	2402801	Sheriff	Capital Improvement Projects Fund	39,043
2028	Patrol Vehicle (Unit 6724 Replacement)	2402802	Sheriff	Capital Improvement Projects Fund	39,043
2028	Patrol Vehicle	2402803	Sheriff	Capital Improvement Projects Fund	39,043
2028	Patrol Vehicle	2402804	Sheriff	Capital Improvement Projects Fund	39,043
2028	Patrol Vehicle	2402805	Sheriff	Capital Improvement Projects Fund	39,043
2028	Administration Vehicle (Unit 6831 Replacement)	2402806	Sheriff	Capital Improvement Projects Fund	53,764
2028	Command Trailer 6163	2402807	Sheriff	Capital Improvement Projects Fund	25,000
2028	Boat & Water Vehicle	24028072	Sheriff	Capital Improvement Projects Fund	48,643
2019	Phase II Demo closure	5201901	Solid Waste (Non-Landfill)	Solid Waste (Non-Landfill) Fund	50,430
2019	Phase II Demo closure Oversight	5201902	Solid Waste (Non-Landfill)	Solid Waste (Non-Landfill) Fund	58,500
2019	Cell 1/2 Closure Construction Oversight	5201903	Solid Waste (Non-Landfill)	Solid Waste (Non-Landfill) Fund	140,610
2019	Cell 1/2 Closure Construction	5201904	Solid Waste (Non-Landfill)	Solid Waste (Non-Landfill) Fund	700,000
2022	Forlift Replacement	5202203	Solid Waste (Non-Landfill)	Solid Waste (Non-Landfill) Fund	75,000
2023	Phase II Plans and Specs	52002301	Solid Waste (Non-Landfill)	Landfill	95,410
2024	Cell 3/4 Closure Construction	5202401	Solid Waste (Non-Landfill)	Solid Waste (Non-Landfill) Fund	191,600
2024	Phase II Demo Closure Oversight	5202402	Solid Waste (Non-Landfill)	Solid Waste (Non-Landfill) Fund	71,170
2024	Phase II Demo Closure Construction	5202403	Solid Waste (Non-Landfill)	Solid Waste (Non-Landfill) Fund	77,540
2025	Cell 3/4 Construction Oversight	5202501	Solid Waste (Non-Landfill)	Solid Waste (Non-Landfill) Fund	177,920
2025	Cell 3/4 Closure Construction	5202502	Solid Waste (Non-Landfill)	Solid Waste (Non-Landfill) Fund	950,000
2025	Cell 3/4 Closure Construction	5402501	Solid Waste (Non-Landfill)	Landfill	999,940

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Assessing Services			PROJ#	5702001
PROJECT TITLE	Field Staff Tablets/GPS Devices						
PRIORITY	45	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Tablets with possible GPS capabilities for all LS Field Staff						
PURPOSE / JUSTIFICATION	To improve efficiencies when field staff is working in the field						
FUTURE IMPACT ON OPERATING COSTS	Reduced employee costs due to efficiency improvements						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 100,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq. & Software Over \$15K	-	100,000	-	-	-	-	\$ 100,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 100,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Assessing Services			PROJ#	5702202
PROJECT TITLE	Modules/Upgrades to Tyler/IAS World						
PRIORITY	50	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	Modules/Upgrades						
PURPOSE / JUSTIFICATION	New Modules and Upgrades needed to keep Assessing/Tax software up to date						
FUTURE IMPACT ON OPERATING COSTS	N/A						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	50,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	50,000	-	-	\$ 50,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 50,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Assessing Services			PROJ#	5702301
PROJECT TITLE	Modules/Upgrades to Tyler/IAS World						
PRIORITY	50	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	Modules/Upgrades						
PURPOSE / JUSTIFICATION	New Modules and Upgrades needed to keep Assessing/Tax software up to date						
FUTURE IMPACT ON OPERATING COSTS	N/A						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 50,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	-	50,000	-	\$ 50,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 50,000

CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM

FORM A

FUND	43	DEPT	Assessing Services			PROJ#	5702401	
PROJECT TITLE	Modules/Upgrades to Tyler/IAS World							
PRIORITY	50	START DATE	1/1/2024	END DATE	12/31/2024			
DESCRIPTION / LOCATION	Modules/Upgrades							
PURPOSE / JUSTIFICATION	New Modules and Upgrades needed to keep Assessing/Tax software up to date							
FUTURE IMPACT ON OPERATING COSTS	N/A							
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund							
	Fund Balance			\$ 50,000				
CURRENT								2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL	
Comp. Eq. & Software Over \$15K	-	-	-	-	-	50,000	\$ 50,000	
2025 - 2028								
ACCOUNT DESCRIPTION	2025	2026	2027	2028	TOTAL			
Comp. Eq. & Software Over \$15K	-	-	-	-	\$ -			
GRAND TOTAL							\$ 50,000	

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Community Services			PROJ#	4001901
PROJECT TITLE	BI - Technology Tools Re-design						
PRIORITY	41	START DATE	1/1/2019	END DATE	12/31/2028		
DESCRIPTION / LOCATION	To continue to incorporate a proven technology platform with real-time data querying capability that can be repeatable in multiple county governments - include this technology in all units of Community Service. Our initial project started with TIES and incorporates SSIS (SS), Nightengale Notes(Health) , Corrections and VIMS(Vets). Our continued efforts are to include every unit and tie them together. Our mid-range goal (by 12/31/2018) is to include partners such as Corrections, LEC, County Attorney. Our long range goal is to include community partners such as hospitals and clinics.						
PURPOSE / JUSTIFICATION	Have a useful technology solution that will allow a single point of entry for customers and build on that technology to include data analytics and trending information for future decision making.						
FUTURE IMPACT ON OPERATING COSTS	Improve efficiency. Approx. 30% Federal Reimbursement / year . Will require yearly maintenance costs. Our long range goal will be to have the expertise "in-house" to eliminate the yearly maintenance fees. We are already building internal expertise with two positions that are technology driven						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	1,199,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq & Software Under \$15K	41,000	67,000	242,000	225,000	125,000	165,000	\$ 865,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq & Software Under \$15K	42,000	125,000	125,000	42,000			\$ 334,000
GRAND TOTAL							\$ 1,199,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Community Services			PROJ#	4001902
PROJECT TITLE	Building Remodel						
PRIORITY	32	START DATE	1/1/2021	END DATE	12/31/2022		
DESCRIPTION / LOCATION	Building Remodel of Customer Service Reception/Intake area & Offices on 1st floor (Planning dollars approved by Budget Committee for 2014) and likely revenue can be generated through rental of 2nd floor						
PURPOSE / JUSTIFICATION	In an effort to continue more efficient, customer-focused services as laid out in the assessment - there is a need to develop a more efficient Customer Intake & Reception area for both customer's & staff.						
FUTURE IMPACT ON OPERATING COSTS	To Improve Efficiency of Customer Service Division. Approx. 30% Federal Reimbursement and reimbursement cannot go back into the project.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 1,394,500	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	44,500	-	600,000	600,000	150,000	-	\$ 1,394,500
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 1,394,500

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Community Services			PROJ#	4001903
PROJECT TITLE	EDMS - Document Management System						
PRIORITY	42	START DATE	1/1/2019		END DATE	12/31/2028	
DESCRIPTION / LOCATION	Extension of the County's OnBase investment to include the Corrections, Drug Court, & Health Units. The expansion into these units will increase the speed and accuracy of responses to clients while easing the burden on case managers. This expansion will continue our efforts to reduce paper, provide immediate access to case files while improving the client service by consistently sharing needed information by worker and/or client without duplication of efforts. LOCATION: We will integrate the software solution to include all areas of the Community Services divisions .						
PURPOSE / JUSTIFICATION	To continue the efficiency efforts made in the Social Service Unit and all other units in Community Services, including the addition of Community Corrections. The software efficiencies allow the ability to handle increased caseloads with current staffing levels & reduce paper; reduce printers, toner and other printer consumables. Scanning documents trigger a timer to ensure that applications are acted upon promptly to support compliance with local, state and federal guidelines. This software supports Community Services efforts in M4R by delivering a cost effective solution to increased caseloads and case management efforts.						
FUTURE IMPACT ON OPERATING COSTS	This software will require yearly maintenance. Efficiency demonstrated by eliminating duplication and automating processes. 2019 projects may have some Federal Reimbursement opportunities (approximately \$24,000. However the reimbursement cannot go back into the project directly.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 1,324,250	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq & Software Under \$15K	65,000	279,000	135,000	118,000	83,250	60,000	\$ 740,250
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq & Software Under \$15K	152,000	155,000	142,000	135,000			\$ 584,000
GRAND TOTAL							\$ 1,324,250

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Community Services			PROJ#	4002001
PROJECT TITLE	Vehicle Replacement (Van 8902)						
PRIORITY	32	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Community Services Vehicle Fleet						
PURPOSE / JUSTIFICATION	To maintain a reliable & fuel efficient vehicle fleet for Community Services.						
FUTURE IMPACT ON OPERATING COSTS	Reduce Maintenance Costs. Approx. \$ 10,880.00 Federal Reimbursement 32%						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 34,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	34,000	-	-	-	-	\$ 34,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 34,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Community Services			PROJ#	4002101
PROJECT TITLE	Vehicle Replacement (Van 8002)						
PRIORITY	32	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Community Services Vehicle Fleet						
PURPOSE / JUSTIFICATION	To maintain a reliable & fuel efficient vehicle fleet for Community Services.						
FUTURE IMPACT ON OPERATING COSTS	Reduce Maintenance Costs. Approx. \$ 11,200.00 Federal Reimbursement 32%						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 35,000	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	35,000	-	-	-	\$ 35,000
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 35,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	2	DEPT	Customer Services- LS			PROJ#	5701901
PROJECT TITLE	Recording Software						
PRIORITY	45	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Recording Software Update						
PURPOSE / JUSTIFICATION	Fully integrate Tyler Tax System with Tyler Recording System						
FUTURE IMPACT ON OPERATING COSTS	N/A						
FUNDING SOURCE AND AMOUNT	Fund 2 Reserved & Designated						
	Fund Balance					\$ 150,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq. & Software Over \$15K	150,000	-	-	-	-	-	\$ 150,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 150,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	20	DEPT	Customer Services- LS			PROJ#	5801901																
PROJECT TITLE	Office Furniture/Cubicle Upgrades																						
PRIORITY	42	START DATE	1/1/2019	END DATE	12/31/2019																		
DESCRIPTION / LOCATION	Addition of privacy glass to cubicles and other misc upgrades																						
PURPOSE / JUSTIFICATION								Better privacy and work environment for employees															
FUTURE IMPACT ON OPERATING COSTS	N/A																						
FUNDING SOURCE AND AMOUNT								<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Land Management - Tax Sales</td> <td style="width: 10%;"></td> <td style="width: 40%;"></td> </tr> <tr> <td>Fund Balance</td> <td>\$</td> <td>65,000</td> </tr> <tr> <td> </td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> </tr> </table>						Land Management - Tax Sales			Fund Balance	\$	65,000				
Land Management - Tax Sales																							
Fund Balance	\$	65,000																					
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">CURRENT YEAR</th> <th style="width: 10%;">2020</th> <th style="width: 10%;">2021</th> <th style="width: 10%;">2022</th> <th style="width: 10%;">2023</th> <th style="width: 10%;">2024</th> <th style="width: 10%;">2019 - 2024 TOTAL</th> </tr> </thead> <tbody> <tr> <td>Furn. & Eq. Other Over \$15K</td> <td>65,000</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>\$ 65,000</td> </tr> </tbody> </table>									CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL	Furn. & Eq. Other Over \$15K	65,000	-	-	-	-	-	\$ 65,000
	CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL																
Furn. & Eq. Other Over \$15K	65,000	-	-	-	-	-	\$ 65,000																
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">2025</th> <th style="width: 10%;">2026</th> <th style="width: 10%;">2027</th> <th style="width: 10%;">2028</th> <th style="width: 10%;"></th> <th style="width: 10%;">2025 - 2028 TOTAL</th> </tr> </thead> <tbody> <tr> <td>Furn. & Eq. Other Over \$15K</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td></td> <td>\$ -</td> </tr> </tbody> </table>									2025	2026	2027	2028		2025 - 2028 TOTAL	Furn. & Eq. Other Over \$15K	-	-	-	-		\$ -		
	2025	2026	2027	2028		2025 - 2028 TOTAL																	
Furn. & Eq. Other Over \$15K	-	-	-	-		\$ -																	
GRAND TOTAL						\$ 65,000																	

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Customer Services- LS			PROJ#	5012103
PROJECT TITLE	Projectors for two meeting rooms						
PRIORITY	29	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Projectors for two meeting rooms in LS						
PURPOSE / JUSTIFICATION	To update the Maple and Birch meetings rooms so that there are more options for meeting rooms with the projectors.						
FUTURE IMPACT ON OPERATING COSTS	N/A						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 20,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq. & Software Over \$15K	-	-	20,000	-	-	-	\$ 20,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 20,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Customer Services- LS			PROJ#	5012701
PROJECT TITLE	Truck						
PRIORITY	39	START DATE	1/1/2027	END DATE	12/31/2027		
DESCRIPTION / LOCATION	Tahoe for LS						
PURPOSE / JUSTIFICATION	To replace unit#7824						
FUTURE IMPACT ON OPERATING COSTS	Reduced maintenance costs						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	46,723	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	46,723			\$ 46,723
GRAND TOTAL							\$ 46,723

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Environmental Services			PROJ#	5112203																												
PROJECT TITLE	Survey Equipment																																		
PRIORITY	39	START DATE	1/1/2022	END DATE	12/31/2022																														
DESCRIPTION / LOCATION	New Survey Equipment for Surveyor																																		
PURPOSE / JUSTIFICATION								To upgrade the survey equipment with current technology																											
FUTURE IMPACT ON OPERATING COSTS	Reduced maintenance costs & Improved Employee Efficiency																																		
FUNDING SOURCE AND AMOUNT								<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Capital Improvement Projects Fund</td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 20%;"></td> </tr> <tr> <td>Fund Balance</td> <td>\$</td> <td>50,000</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>							Capital Improvement Projects Fund				Fund Balance	\$	50,000														
Capital Improvement Projects Fund																																			
Fund Balance	\$	50,000																																	
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th colspan="5" style="text-align: center;">CURRENT</th> <th colspan="2" style="text-align: center;">2019 - 2024</th> </tr> <tr> <th style="text-align: left;">ACCOUNT DESCRIPTION</th> <th style="text-align: center;">YEAR</th> <th style="text-align: center;">2020</th> <th style="text-align: center;">2021</th> <th style="text-align: center;">2022</th> <th style="text-align: center;">2023</th> <th style="text-align: center;">2024</th> <th style="text-align: center;">TOTAL</th> </tr> </thead> <tbody> <tr> <td>Comp. Eq. & Software Over \$15K</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">50,000</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">\$ 50,000</td> </tr> </tbody> </table>									CURRENT					2019 - 2024		ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL	Comp. Eq. & Software Over \$15K	-	-	-	50,000	-	-	\$ 50,000				
	CURRENT					2019 - 2024																													
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL																												
Comp. Eq. & Software Over \$15K	-	-	-	50,000	-	-	\$ 50,000																												
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th colspan="4" style="text-align: center;">2025 - 2028</th> <th colspan="2" style="text-align: center;">TOTAL</th> </tr> <tr> <th style="text-align: left;">ACCOUNT DESCRIPTION</th> <th style="text-align: center;">2025</th> <th style="text-align: center;">2026</th> <th style="text-align: center;">2027</th> <th style="text-align: center;">2028</th> <th style="text-align: center;">TOTAL</th> <th style="text-align: center;">TOTAL</th> </tr> </thead> <tbody> <tr> <td>Comp. Eq. & Software Over \$15K</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">\$ -</td> </tr> <tr> <td>GRAND TOTAL</td> <td colspan="5"></td> <td style="text-align: center;">\$ 50,000</td> </tr> </tbody> </table>									2025 - 2028				TOTAL		ACCOUNT DESCRIPTION	2025	2026	2027	2028	TOTAL	TOTAL	Comp. Eq. & Software Over \$15K	-	-	-	-	-	\$ -	GRAND TOTAL						\$ 50,000
	2025 - 2028				TOTAL																														
ACCOUNT DESCRIPTION	2025	2026	2027	2028	TOTAL	TOTAL																													
Comp. Eq. & Software Over \$15K	-	-	-	-	-	\$ -																													
GRAND TOTAL						\$ 50,000																													

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Environmental Services			PROJ#	5112302
PROJECT TITLE	Truck						
PRIORITY	39	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	Surveyor Truck						
PURPOSE / JUSTIFICATION	To replace unit#5601						
FUTURE IMPACT ON OPERATING COSTS	Reduced maintenance costs						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 35,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	35,000	-	\$ 35,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 35,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1101901	
PROJECT TITLE	Cleaning Equipment Replacement						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2023		
DESCRIPTION / LOCATION	Replacement of ccleaning equipment						
PURPOSE / JUSTIFICATION	Replacement of vacuums and floor machines that are in need of major repairs						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 15,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Mach., Equip., Software Serv	5,000	-	5,000	-	5,000	-	\$ 15,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Mach., Equip., Software Serv	-	-	-	-			\$ -
GRAND TOTAL							\$ 15,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101902
PROJECT TITLE	Laminate repairs and chair rails						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Repairs to the casework and addition of chair rails in the meeting rooms.						
PURPOSE / JUSTIFICATION	The small meeting rooms in Judicial constantly have damage to them from chairs. We would add plastic chair rails to reduce the amount of maintenance needed in those areas.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 5,000		
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	5,000	-	-	-	-	-	\$ 5,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 5,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101903
PROJECT TITLE	Paint employee stairwell floor						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Re-epoxy the employee stairwell in Community Services						
PURPOSE / JUSTIFICATION	The epoxy in the employee stairwell has worn off. Epoxy protects the stairs from salt damage.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 5,000	
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	5,000	-	-	-	-	-	\$ 5,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 5,000

FORM A

77

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101905
PROJECT TITLE	Painting in hallways, interview rooms, conf rooms						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Repaint hallways and interview rooms						
PURPOSE / JUSTIFICATION	The hallways and interview rooms at Judicial need touchup and painting to return them to expected conditions.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 5,000		
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	5,000	-	-	-	-	-	\$ 5,000
		2025 - 2028					
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 5,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101906	
PROJECT TITLE	LED lighting upgrades							
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019			
DESCRIPTION / LOCATION	Finish replacing the LED lighting in Central Services.							
PURPOSE / JUSTIFICATION	There are only a few fixtures left that are fluorescent in the building. This project would finish upgrading those fixtures.							
FUTURE IMPACT ON OPERATING COSTS	0							
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund							
	Fund Balance					\$ 7,500		
ACCOUNT DESCRIPTION		CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -		7,500	-	-	-	-	-	\$ 7,500
ACCOUNT DESCRIPTION		2025	2026	2027	2028			2025 - 2028 TOTAL
\$ -		-	-	-	-			\$ -
GRAND TOTAL								\$ 7,500

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101907																
PROJECT TITLE	Meeting room 1 & 2 tables																						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019																		
DESCRIPTION / LOCATION	New tables for MR 1 and MR 2																						
PURPOSE / JUSTIFICATION								The existing tables are starting to show signs of wear and in some case are broken making meeting room setup and maintenance more difficult.															
FUTURE IMPACT ON OPERATING COSTS	0																						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund																						
	Fund Balance				\$ 7,500																		
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">CURRENT YEAR</th> <th style="width: 10%;">2020</th> <th style="width: 10%;">2021</th> <th style="width: 10%;">2022</th> <th style="width: 10%;">2023</th> <th style="width: 10%;">2024</th> <th style="width: 10%;">2019 - 2024 TOTAL</th> </tr> </thead> <tbody> <tr> <td>\$ -</td> <td>7,500</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>\$ 7,500</td> </tr> </tbody> </table>									CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL	\$ -	7,500	-	-	-	-	-	\$ 7,500
	CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL																
\$ -	7,500	-	-	-	-	-	\$ 7,500																
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">2025</th> <th style="width: 10%;">2026</th> <th style="width: 10%;">2027</th> <th style="width: 10%;">2028</th> <th style="width: 10%;"></th> <th style="width: 10%;">2025 - 2028 TOTAL</th> </tr> </thead> <tbody> <tr> <td>\$ -</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td></td> <td>\$ -</td> </tr> </tbody> </table>									2025	2026	2027	2028		2025 - 2028 TOTAL	\$ -	-	-	-	-		\$ -		
	2025	2026	2027	2028		2025 - 2028 TOTAL																	
\$ -	-	-	-	-		\$ -																	
GRAND TOTAL						\$ 7,500																	

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101908
PROJECT TITLE	Door and hardware replacemet to 45 series doors						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2021		
DESCRIPTION / LOCATION	New lock assemblies						
PURPOSE / JUSTIFICATION	The general door hardware throughout campus is going on over 10 years old and some locksets are starting to fail. We would purchase new locksets to replace the failing locksets allowing us to send out the old locksets for repair and restocking on the shelf as a refurbished spare.						
FUTURE IMPACT ON OPERATING COSTS	Reduced maintenance time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 30,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	10,000	10,000	10,000	-	-	-	\$ 30,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 30,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	11019082	
PROJECT TITLE	Replace carpet in S stairwell						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Replace the carpet in the S stairwell of LS.						
PURPOSE / JUSTIFICATION	The carpet in the South stairwell is old and worn. Needs updating to match the rest of the building.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 7,500		
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	-	-	-	7,500	-	-	\$ 7,500
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 7,500

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101909
PROJECT TITLE	AHU Rebuilds						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Rebuilding AHU units						
PURPOSE / JUSTIFICATION	Ongoing maintenance and upgrades to our air handling units.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 30,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	10,000	10,000	10,000	-	-	-	\$ 30,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 30,000

FORM A

84

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101911
PROJECT TITLE	Detention Locks						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2023		
DESCRIPTION / LOCATION	New lock assemblies						
PURPOSE / JUSTIFICATION	The dention locks are critical to Jail operation. These locks are now 10 years old and starting to wear out on some of the heaviest used doors. Replacement locks can be installed and the old locks can be sent out for rebuilding and returned as spares for when failures happen.						
FUTURE IMPACT ON OPERATING COSTS	Reduced maintenance time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 70,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	10,000	10,000	15,000	15,000	20,000	-	\$ 70,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 70,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101912
PROJECT TITLE	Cloths dryer replacement						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Replacement cloths dryer						
PURPOSE / JUSTIFICATION	The existing laundry equipment is wearing out and is due for replacement						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 36,000	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	12,000	12,000	12,000	-	-	-	\$ 36,000
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 36,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1101913	
PROJECT TITLE	Cloths washer replacement						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Replacement washing machine						
PURPOSE / JUSTIFICATION	The existing laundry equipment is wearing out and is due for replacement						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 30,000		
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	15,000	15,000	-	-	-	-	\$ 30,000
		2025 - 2028					
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 30,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1101914																													
PROJECT TITLE	Replace carpet in hallways																																		
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2023																														
DESCRIPTION / LOCATION	Replace carpeting in hallways																																		
PURPOSE / JUSTIFICATION	The carpeting in the Judicial center has high levels of traffic. This carpet is beginning to show wear patterns and should be replaced.																																		
FUTURE IMPACT ON OPERATING COSTS	0																																		
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund																																		
	Fund Balance				\$ 45,000																														
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="7" style="text-align: center;">CURRENT</th> <th style="text-align: center;">2019 - 2024</th> </tr> <tr> <th style="text-align: left;">ACCOUNT DESCRIPTION</th> <th style="text-align: center;">YEAR</th> <th style="text-align: center;">2020</th> <th style="text-align: center;">2021</th> <th style="text-align: center;">2022</th> <th style="text-align: center;">2023</th> <th style="text-align: center;">2024</th> <th style="text-align: center;">TOTAL</th> </tr> </thead> <tbody> <tr> <td>\$ -</td> <td style="text-align: center;">15,000</td> <td style="text-align: center;">-</td> <td style="text-align: center;">15,000</td> <td style="text-align: center;">-</td> <td style="text-align: center;">15,000</td> <td style="text-align: center;">-</td> <td>\$ 45,000</td> </tr> </tbody> </table>								CURRENT							2019 - 2024	ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL	\$ -	15,000	-	15,000	-	15,000	-	\$ 45,000				
CURRENT							2019 - 2024																												
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL																												
\$ -	15,000	-	15,000	-	15,000	-	\$ 45,000																												
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6" style="text-align: center;">2025 - 2028</th> <th style="text-align: center;">TOTAL</th> </tr> <tr> <th style="text-align: left;">ACCOUNT DESCRIPTION</th> <th style="text-align: center;">2025</th> <th style="text-align: center;">2026</th> <th style="text-align: center;">2027</th> <th style="text-align: center;">2028</th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>\$ -</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td></td> <td>\$ -</td> </tr> <tr> <td colspan="6" style="text-align: right;">GRAND TOTAL</td> <td>\$ 45,000</td> </tr> </tbody> </table>								2025 - 2028						TOTAL	ACCOUNT DESCRIPTION	2025	2026	2027	2028			\$ -	-	-	-	-		\$ -	GRAND TOTAL						\$ 45,000
2025 - 2028						TOTAL																													
ACCOUNT DESCRIPTION	2025	2026	2027	2028																															
\$ -	-	-	-	-		\$ -																													
GRAND TOTAL						\$ 45,000																													

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101915
PROJECT TITLE	Campus Landscaping Repairs						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Replace failing landscaping around buildings.						
PURPOSE / JUSTIFICATION	The landscape blocks around Community Services are deteriorated to a point that they need replacing.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 15,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	15,000	-	-	-	-	-	\$ 15,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 15,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101916
PROJECT TITLE	BAS Control Devices (VAV Controllers / Actuators)						
PRIORITY	0	START DATE	1/1/2018	END DATE	12/31/2022		
DESCRIPTION / LOCATION	BAS Control Devices Replacements						
PURPOSE / JUSTIFICATION	Facilities has been replacing head end control equipment over the past 3 years getting that part of the system up to curent standards. The remaining part of the system are the field devices. These field devices last between 10 and 20 years. We have started to experience field component failures. This project would fund replacement parts as they fail.						
FUTURE IMPACT ON OPERATING COSTS	Reduce wasted energy from failed components						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 80,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building - Imp. Over \$15K	20,000	20,000	20,000	20,000	-	-	\$ 80,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building - Imp. Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 80,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101917
PROJECT TITLE	AHU Enthalpy Wheel Rebuild						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Repair enthalpy wheels in AHU's and get them operational.						
PURPOSE / JUSTIFICATION	Get enthalpy wheels operational for improved energy savings. These have been unoperable since Honeywell left. They never repaired them while they were here.						
FUTURE IMPACT ON OPERATING COSTS	Reduced operating costs and improved energy recovery.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 20,000		
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	20,000	-	-	-	-	-	\$ 20,000
		2025 - 2028					
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 20,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101918
PROJECT TITLE	Meeting Room 1&2 Wall Partition						
PRIORITY	29	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Replace/refinish/repair the meeting room wall partition.						
PURPOSE / JUSTIFICATION	The meeting room wall partition is wearing out and in need of replacement / upgrade.						
FUTURE IMPACT ON OPERATING COSTS	No Impact						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 22,500		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Furn. & Eq. Other Over \$5K	22,500	-	-	-	-	-	\$ 22,500
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Furn. & Eq. Other Over \$5K	-	-	-	-			\$ -
GRAND TOTAL							\$ 22,500

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101919
PROJECT TITLE	Basement Mechanical Room Temperature Control and HVAC						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Upgrade ventilation for proper temperature control in the mechanical room.						
PURPOSE / JUSTIFICATION	The basement mechanical room hosts all of the main mechanical and electrical systems in the HCH. Right now there is sub-standard ventilation in that space. We are planning on installing a UPS for the HCH in that room and those should have a semi-controlled environment to operat in.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 25,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	25,000	-	-	-	-	-	\$ 25,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 25,000

FORM A

Table of Contents

FORM A

Table of Contents

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101921
PROJECT TITLE	Campus Security System Additions/Replacements						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Continued expansion of card access and cameras on campus for added security.						
PURPOSE / JUSTIFICATION	There are still some areas on campus without camera coverage and addition additional doors on card readers will allow us to better control access to facilities on campus.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 25,000		
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	25,000	-	-	-	-	-	\$ 25,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 25,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101922																
PROJECT TITLE	Kitchen Steamer / Combi Oven																						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019																		
DESCRIPTION / LOCATION	New steamer/combi oven.																						
PURPOSE / JUSTIFICATION	Replace for last old steamer																						
FUTURE IMPACT ON OPERATING COSTS	0																						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund																						
	Fund Balance					\$ 25,000																	
	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 25%;"></th> <th style="width: 10%;">CURRENT YEAR</th> <th style="width: 10%;">2020</th> <th style="width: 10%;">2021</th> <th style="width: 10%;">2022</th> <th style="width: 10%;">2023</th> <th style="width: 10%;">2024</th> <th style="width: 15%;">2019 - 2024 TOTAL</th> </tr> <tr> <td>\$ -</td> <td>25,000</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>\$ 25,000</td> </tr> </table>								CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL	\$ -	25,000	-	-	-	-	-	\$ 25,000
	CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL																
\$ -	25,000	-	-	-	-	-	\$ 25,000																
	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 25%;"></th> <th style="width: 10%;">2025</th> <th style="width: 10%;">2026</th> <th style="width: 10%;">2027</th> <th style="width: 10%;">2028</th> <th style="width: 10%;"></th> <th style="width: 15%;">2025 - 2028 TOTAL</th> </tr> <tr> <td>\$ -</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td></td> <td>\$ -</td> </tr> </table>								2025	2026	2027	2028		2025 - 2028 TOTAL	\$ -	-	-	-	-		\$ -		
	2025	2026	2027	2028		2025 - 2028 TOTAL																	
\$ -	-	-	-	-		\$ -																	
GRAND TOTAL							\$ 25,000																

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101923
PROJECT TITLE	Kitchen Exhaust Fan and Makeup Air Unit Balancing						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Replace the kitchen exhaust fan with a different model and upgrade control of the makeup air unit.						
PURPOSE / JUSTIFICATION	Exhaust fan continually loses bearings and MA unit causes negative air in kitchen						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 25,000	
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	25,000	-	-	-	-	-	\$ 25,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 25,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101924
PROJECT TITLE	Terazzo floor repairs front lobby and employee landings						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Repair the Terazzo floors in Community and Judicial						
PURPOSE / JUSTIFICATION	The Terazzo flooring originally installed in our buildings breaks down from salt. A defect that we have inherited from when the buildings were constructed. We either need to repair or replace the Terazzo as its breaking down making cleaning and maintaining it extremely difficult.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 25,000	
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	25,000	-	-	-	-	-	\$ 25,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 25,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101925
PROJECT TITLE	Paint exterior of building						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Paint exterior of LS.						
PURPOSE / JUSTIFICATION	The building is in need of some minor exterior maintenance and repainting.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	30,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	30,000	-	-	-	-	-	\$ 30,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 30,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1101926	
PROJECT TITLE	Replace Carpets with low maintenance flooring						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Replace carpeting at Highway with low maintenance flooring.						
PURPOSE / JUSTIFICATION	The carpets at Highway are continually stained due to the nature of their work. Low maintenance flooring is a better solution for their building as cleaning/maintenance activities would be easier.						
FUTURE IMPACT ON OPERATING COSTS	Reduced maintenance.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 30,000		
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	30,000	-	-	-	-	-	\$ 30,000
		2025 - 2028					
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 30,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	11019262		
PROJECT TITLE	Replacement zero turn mower							
PRIORITY	0	START DATE	1/0/1900	END DATE	1/0/1900			
DESCRIPTION / LOCATION	Replacement mower							
PURPOSE / JUSTIFICATION	Replacement for the JD zero turn mower. The mower still has substantial sale value and can be used to offset this capital prucahse.							
FUTURE IMPACT ON OPERATING COSTS	0							
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund							
	Fund Balance				\$ 45,000			
ACCOUNT DESCRIPTION		CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -		-	15,000	-	-	30,000	-	\$ 45,000
ACCOUNT DESCRIPTION		2025	2026	2027	2028			2025 - 2028 TOTAL
\$ -		-	-	-	-			\$ -
GRAND TOTAL								\$ 45,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101927
PROJECT TITLE	Replace Front Doors						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Replace the front doors of Land Services						
PURPOSE / JUSTIFICATION	The front doors of Land Services are used very heavily and are worn out to a point where doors and frames are likely going to need to be replaced.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 30,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	30,000	-	-	-	-	-	\$ 30,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 30,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101928
PROJECT TITLE	Duress System Upgrade and Expansion						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Integration of the duress system to our card access/camera system						
PURPOSE / JUSTIFICATION	This would integrate the duress/panic system into the card access/camera system allowing better reporting of emergency situations on campus to the Sheriff's Office/Dispatch.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 35,000		
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	35,000	-	-	-	-	-	\$ 35,000
		2025 - 2028					
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 35,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101929
PROJECT TITLE	Seal main electrical room walls and add mini-split cooling						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Seal walls and install ventilation for the electrical room at Highway						
PURPOSE / JUSTIFICATION	This room is dirty and hot leading to the potential for damage to the electrical distribution equipment at the Highway department. A failure here would result in building downtime and loss of operations.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 35,000		
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	35,000	-	-	-	-	-	\$ 35,000
		2025 - 2028					
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 35,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101930
PROJECT TITLE	Sprinkler Heads Replacements - 150 heads Tamper Proof						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Install tamper proof sprinkler heads in the Jail cells.						
PURPOSE / JUSTIFICATION	Replace the sprinkler heads at the jail and upgrade them to tamper proof heads.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 40,000		
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	40,000	-	-	-	-	-	\$ 40,000
		2025 - 2028					
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 40,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101931
PROJECT TITLE	Increase Emergency Power						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Expansion of emergency power on campus						
PURPOSE / JUSTIFICATION	Continued expansion of adding more electrical distribution onto the generator allowing for continued operation during BPU outages.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 200,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	50,000	50,000	50,000	50,000	-	-	\$ 200,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 200,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101932
PROJECT TITLE	Parking Lot Resurfacing and Curbs						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Partial maintenance of our downtown lots. Will work with the Highway Department to develop a better long term plan on needed maintenance activities for the parking lots.						
PURPOSE / JUSTIFICATION	The parking lots are going on just over 10 years old and should have regular maintenance to prolong the useful life of the asset. Chip sealing, seal coating, crack sealing, etc all provide that ongoing maintenance.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 950,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	50,000	100,000	100,000	100,000	100,000	100,000	\$ 550,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	100,000	100,000	100,000	100,000			\$ 400,000
GRAND TOTAL							\$ 950,000

FORM A

109

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101934
PROJECT TITLE	Trench Drain Repairs						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Replacement of the trench drains in the Crosslake Truck Bay.						
PURPOSE / JUSTIFICATION	The floor trench drains are rusted and stuck full of sand not properly draining water. The water that drains off the plow trucks contains road salts and have rusted the metal floor drains to a point where they are stuck in the floor and we can't remove the sand that is brought into the facility.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 50,000	
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	50,000	-	-	-	-	-	\$ 50,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 50,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101935
PROJECT TITLE	Jail HVAC Controls / Fire System Upgrades Continuation						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	This is a continuation of the campus HVAC upgrade project. The only remaining building left to upgrade is the Jail but the HVAC system in that building is extremely complex and tied into many other systems such as fire, smoke and lighting controls. This will be an extensive and complex upgrade to the HVAC system while removing unnecessary ties into other systems yet maintaining operational performance.						
PURPOSE / JUSTIFICATION	We reallocated \$40,000 from the previous project towards the Museum repairs project. This project is adding that money back into the plan.						
FUTURE IMPACT ON OPERATING COSTS	Improved maintenance and operation of the mechanical systems at the jail.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 50,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	50,000	-	-	-	-	-	\$ 50,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 50,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1101936
PROJECT TITLE	Chiller #1 - Compressor Rebuild						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Rebuild Chiller #1						
PURPOSE / JUSTIFICATION	Chiller #1 is as the recommend runtime (a bit past even) where it is suggested that a full rebuild of the compressor section is identified. This is about a 10 year interval based on how we cycle these critical cooling systems.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 75,000	
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	75,000	-	-	-	-	-	\$ 75,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 75,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102001
PROJECT TITLE	Plumbing fixture hardware replacement						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2023		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	20,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	5,000	5,000	5,000	5,000	-	\$ 20,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 20,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102002
PROJECT TITLE	Jail steam trap rebuilds						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Rebuild steam traps						
PURPOSE / JUSTIFICATION	Regular maintenance of steam traps at Jail.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 5,000	
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	-	5,000	-	-	-	-	\$ 5,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 5,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102003
PROJECT TITLE	Seal AHU room floors						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Caulk and epoxy meahanical room floors.						
PURPOSE / JUSTIFICATION	There are cracks and leak points in these floors. Selaing them prevents water/glycol from leaing into other parts of the building if a failure were to happen.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 5,000	
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	-	5,000	-	-	-	-	\$ 5,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 5,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102004
PROJECT TITLE	Basement staircase and handrail upgrades						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Upgrade the handrails and stairs going to the basement of the HCH.						
PURPOSE / JUSTIFICATION	The railing and stairs needs some general repairs to bring them up to an expected level of function.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 5,000	
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	-	5,000	-	-	-	-	\$ 5,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 5,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102005
PROJECT TITLE	Paint brown facia						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Paint facia of building						
PURPOSE / JUSTIFICATION	The facia on Central Services is fading and the paint is peeing. This would restore the expected look of the building.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 6,000		
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	-	6,000	-	-	-	-	\$ 6,000
		2025 - 2028					
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 6,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102006
PROJECT TITLE	AHU Motor Replacements						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2023		
DESCRIPTION / LOCATION	AHU motor repairs/replacements						
PURPOSE / JUSTIFICATION	Motors for the AHU's on campus. General maintenance.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 28,000	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	7,000	7,000	7,000	7,000	-	\$ 28,000
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 28,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102007
PROJECT TITLE	Drain tile pumps in AHU 2						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Replace the drain tile pumps in AHU 2.						
PURPOSE / JUSTIFICATION	AHU 1 pumps have already been replaced, this would complete the replacement of that system.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 7,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	7,000	-	-	-	-	\$ 7,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 7,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102008
PROJECT TITLE	Paint concrete floors / stairs						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Paint/epoxy stairwells/floors in Judicial.						
PURPOSE / JUSTIFICATION	Paint/Epoxy prevents salt damage to the concrete floors in our buildings/stairwells.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 11,000	
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	-	11,000	-	-	-	-	\$ 11,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 11,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102009
PROJECT TITLE	Replace VCT with low maintenance flooring						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Replace VCT with low maintenance flooring						
PURPOSE / JUSTIFICATION	LVT/LVP is a low maintenance replacement for VCT floors resulting in reduced maintenance activities for Facilities.						
FUTURE IMPACT ON OPERATING COSTS	Reduced Maintenance						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 25,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	15,000	10,000	-	-	-	\$ 25,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 25,000

FORM A

122

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102012	
PROJECT TITLE	Garbage disposal replacement							
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020			
DESCRIPTION / LOCATION	Replace the garbage disposals and water jet lines							
PURPOSE / JUSTIFICATION	These are wear/maintenance items that need replacement and maintenance.							
FUTURE IMPACT ON OPERATING COSTS	0							
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund							
	Fund Balance					\$ 15,000		
ACCOUNT DESCRIPTION		CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -		-	15,000	-	-	-	-	\$ 15,000
ACCOUNT DESCRIPTION		2025	2026	2027	2028			2025 - 2028 TOTAL
\$ -		-	-	-	-			\$ -
GRAND TOTAL								\$ 15,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102013
PROJECT TITLE	Sealing floors in air handling rooms						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Seal/Eploxy floors in mechanical rooms						
PURPOSE / JUSTIFICATION	Sealing the floors prevents leaking through the floor down to the 1st level and damage to the ceiling tiles/furniture/carpet etc.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 15,000	
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	-	15,000	-	-	-	-	\$ 15,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 15,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102014
PROJECT TITLE	CP Motors (50HP and up)						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2023		
DESCRIPTION / LOCATION	Repair/Replacement of campus pump motors						
PURPOSE / JUSTIFICATION	The motors in the central plant are in need of rebuild/replacement. Depending on examination on removal will determine repair or replace.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 60,000	
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	-	20,000	20,000	10,000	10,000	-	\$ 60,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 60,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102015
PROJECT TITLE	LED Lights @ Crosslake						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Install LED lights in Crosslake						
PURPOSE / JUSTIFICATION	Lighting in Crosslake is still florescent. LED lighting has operational and maintenance savings.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 20,000	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	20,000	-	-	-	-	\$ 20,000
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 20,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102016
PROJECT TITLE	Sub-dayrooms motorized window hardware replacements						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Repair/replacement of the motorized window hardware in the pods.						
PURPOSE / JUSTIFICATION	These windows are required to operate as part of DOC requirements for fresh air allowances for inmates. The motorized units are over 25' in the air and are hard to maintain without lift equipment. The replacemetns will allow the CO's to operate the windows as needed.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 30,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	30,000	-	-	-	-	\$ 30,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 30,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102017
PROJECT TITLE	Toilet pushbutton replacements						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Replacement of toilet pushbutton components at the Jail.						
PURPOSE / JUSTIFICATION	These are wear/maintenance items that need replacement and maintenance.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 30,000	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	30,000	-	-	-	-	\$ 30,000
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 30,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102018
PROJECT TITLE	Cement for fuel tanks						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Replace/repair the concrete around the fuel tanks at Central Services						
PURPOSE / JUSTIFICATION	The concrete and rings around the fuel tanks at central is deteriorating and in need of repair.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 30,000	
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	-	30,000	-	-	-	-	\$ 30,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 30,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102019	
PROJECT TITLE	Unit Heaters @ Crosslake						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Install gas fired unit heaters in the Crosslake truck bay.						
PURPOSE / JUSTIFICATION	The in floor, electric heat is failing and will be expensive to repair. Gas fired unit heaters will perform the same function for a fraction of the cost.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 30,000		
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	-	30,000	-	-	-	-	\$ 30,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 30,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102022
PROJECT TITLE	AHU VFD Replacements						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2023		
DESCRIPTION / LOCATION	Replace the VFD's on campus AHU equipment.						
PURPOSE / JUSTIFICATION	We are starting to see VFD failruers on campus. The existing VFD's are no longer manufactured and will need to be replaced as spare/replacement parts aren't available.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 160,000	
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	-	40,000	40,000	40,000	40,000	-	\$ 160,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 160,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102023
PROJECT TITLE	New Refrigerator and Freezer Evaporator and Condensers						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Replacement Refrigerator/Freezer						
PURPOSE / JUSTIFICATION	The refrigeration equipment is in need of repairs/upgrades. Will look at pricing for new systems.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 40,000		
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	-	40,000	-	-	-	-	\$ 40,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 40,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102024
PROJECT TITLE	Water Softener Replacement and Iron Removal System						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Replace the water softener / iron removal systems at Highway.						
PURPOSE / JUSTIFICATION	The water quality is terrible at Highway and new equipment is needed for quality water for the building.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 40,000	
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	-	40,000	-	-	-	-	\$ 40,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 40,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102025
PROJECT TITLE	Smoke Detector Replacements						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Replace Smoke Detectors						
PURPOSE / JUSTIFICATION	Smoke detectors are recommended changed every 10 years - Jail built 2007						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 50,000	
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	-	50,000	-	-	-	-	\$ 50,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 50,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102028	
PROJECT TITLE	Update basement finishes						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Update the basment of LS.						
PURPOSE / JUSTIFICATION	Basement finishes are antiquated and broken. Replace broken equipment with new such as blinds/doors/etc. Update painting, lighting, etc. As much as we can fit into project.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 50,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	50,000	-	-	-	-	\$ 50,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 50,000

FORM A

136

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102030
PROJECT TITLE	UPS						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Install a UPS in Land Services						
PURPOSE / JUSTIFICATION	Land Services currently has no UPS in it for our network equipment. This project would install a building UPS that would be used to bridge the gap between power outage and generator starting up.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 55,000	
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	-	55,000	-	-	-	-	\$ 55,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 55,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102032
PROJECT TITLE	Chiller #2 - Compressor Rebuild						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Rebuild Chiller #2						
PURPOSE / JUSTIFICATION	Chiller #2 will be nearing the runtime where it is suggested that a full rebuild of the compressor section is identified. This is about a 10 year interval based on how we cycle these critical cooling systems.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 75,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	75,000	-	-	-	-	\$ 75,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 75,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102033
PROJECT TITLE	UPS replacements - Two Units						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Replacements of the two UPS units at the Jail.						
PURPOSE / JUSTIFICATION	The Chloride UPS units at the Jail are obsolete and not serviceable in their current configuration. This project would replace those units with new, front serviceable units.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 120,000	
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	-	120,000	-	-	-	-	\$ 120,000
		2025 - 2028					TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 120,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102034
PROJECT TITLE	Terazzo Floor Replacements						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Replace Terazzo Floors						
PURPOSE / JUSTIFICATION	The Terazzo flooring originally installed in our buildings breaks down from salt. A defect that we have inherited from when the buildings were constructed. We either need to repair or replace the Terazzo as its breaking down making cleaning and maintain						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 50,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	-	50,000	-	-	-	-	\$ 50,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 50,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102035	
PROJECT TITLE	Loadbank Test Cat Generator						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Loadbank Test CAT Generator						
PURPOSE / JUSTIFICATION	Manufacturers recommended frequency for loadbank testing our generator is every two years.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 50,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	-	10,000	-	10,000	-	10,000	\$ 30,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	10,000	-	10,000			\$ 20,000
GRAND TOTAL							\$ 50,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102036
PROJECT TITLE	Replace Exterior Entrance Doors						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2023		
DESCRIPTION / LOCATION	Replace Exterior Entrance Doors to HCH						
PURPOSE / JUSTIFICATION	The exterior entrances doors to the HCH see all of the elements and are heavily used and worn out. Will plan on replacing the worst first and doing one set each year to spread out costs.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 36,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	-	10,000	10,000	8,000	8,000	-	\$ 36,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 36,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102101	
PROJECT TITLE	Exhaust fan rebuilds						
PRIORITY	0	START DATE	1/1/2021	END DATE	12/31/2023		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	20,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	5,000	5,000	10,000	-	\$ 20,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 20,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102102	
PROJECT TITLE	Switchgear cleaning and 3 transfer switch services						
PRIORITY	0	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	6,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	6,000	-	-	-	\$ 6,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 6,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102103	
PROJECT TITLE	Condensate pump rebuilds						
PRIORITY	0	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	15,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	5,000	-	5,000	-	\$ 10,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	5,000	-	-	-			\$ 5,000
GRAND TOTAL							\$ 15,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102104	
PROJECT TITLE	Tilt skillet						
PRIORITY	0	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	15,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	15,000	-	-	-	\$ 15,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 15,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102105
PROJECT TITLE	Jail humidification boiler burner and gas train replacemet						
PRIORITY	0	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	Obsolete burner, no parts available						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	17,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	17,000	-	-	-	\$ 17,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 17,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102106
PROJECT TITLE	Overhead door replacements						
PRIORITY	0	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	S sallyport and kitchen receiving door replacements						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 20,000	
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	-	-	20,000	-	-	-	\$ 20,000
		2025 - 2028					
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 20,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102107
PROJECT TITLE	Elevator Upgrade						
PRIORITY	0	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	25,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	25,000	-	-	-	\$ 25,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 25,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102108
PROJECT TITLE	Ductwork and diffuser cleaning						
PRIORITY	0	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	30,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	30,000	-	-	-	\$ 30,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 30,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102109
PROJECT TITLE	Replace oldest 1023 JD tractor						
PRIORITY	0	START DATE	1/0/1900	END DATE	1/0/1900		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	35,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	35,000	-	-	-	\$ 35,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 35,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102110																					
PROJECT TITLE	RO System for Judicial/Jail																											
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019																							
DESCRIPTION / LOCATION	Installation of a new RO system for treating water in the Judicial Center / Jail																											
PURPOSE / JUSTIFICATION	0																											
FUTURE IMPACT ON OPERATING COSTS	0																											
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund																											
	Fund Balance				\$	40,000																						
<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;"></th> <th style="width: 10%; text-align: center;">CURRENT YEAR</th> <th style="width: 10%; text-align: center;">2020</th> <th style="width: 10%; text-align: center;">2021</th> <th style="width: 10%; text-align: center;">2022</th> <th style="width: 10%; text-align: center;">2023</th> <th style="width: 10%; text-align: center;">2024</th> <th style="width: 10%; text-align: center;">2019 - 2024 TOTAL</th> </tr> <tr> <td>Building - Imp. Over \$5K</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">40,000</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: right;">\$ 40,000</td> </tr> </table>									CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL	Building - Imp. Over \$5K	-	-	40,000	-	-	-	\$ 40,000					
	CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL																					
Building - Imp. Over \$5K	-	-	40,000	-	-	-	\$ 40,000																					
<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;"></th> <th style="width: 10%; text-align: center;">2025</th> <th style="width: 10%; text-align: center;">2026</th> <th style="width: 10%; text-align: center;">2027</th> <th style="width: 10%; text-align: center;">2028</th> <th style="width: 10%;"></th> <th style="width: 10%; text-align: center;">2025 - 2028 TOTAL</th> </tr> <tr> <td>Building - Imp. Over \$5K</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="background-color: #cccccc;"></td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>GRAND TOTAL</td> <td colspan="5"></td> <td style="text-align: right;">\$ 40,000</td> </tr> </table>									2025	2026	2027	2028		2025 - 2028 TOTAL	Building - Imp. Over \$5K	-	-	-	-		\$ -	GRAND TOTAL						\$ 40,000
	2025	2026	2027	2028		2025 - 2028 TOTAL																						
Building - Imp. Over \$5K	-	-	-	-		\$ -																						
GRAND TOTAL						\$ 40,000																						

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102111																
PROJECT TITLE	LED lighting																						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019																		
DESCRIPTION / LOCATION	0																						
PURPOSE / JUSTIFICATION	0																						
FUTURE IMPACT ON OPERATING COSTS	0																						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund																						
	Fund Balance				\$	40,000																	
<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">CURRENT YEAR</th> <th style="width: 10%;">2020</th> <th style="width: 10%;">2021</th> <th style="width: 10%;">2022</th> <th style="width: 10%;">2023</th> <th style="width: 10%;">2024</th> <th style="width: 10%;">2019 - 2024 TOTAL</th> </tr> <tr> <td>\$ -</td> <td>-</td> <td>-</td> <td>40,000</td> <td>-</td> <td>-</td> <td>-</td> <td>\$ 40,000</td> </tr> </table>									CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL	\$ -	-	-	40,000	-	-	-	\$ 40,000
	CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL																
\$ -	-	-	40,000	-	-	-	\$ 40,000																
<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">2025</th> <th style="width: 10%;">2026</th> <th style="width: 10%;">2027</th> <th style="width: 10%;">2028</th> <th style="width: 10%;"></th> <th style="width: 10%;">2025 - 2028 TOTAL</th> </tr> <tr> <td>\$ -</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td></td> <td>\$ -</td> </tr> </table>									2025	2026	2027	2028		2025 - 2028 TOTAL	\$ -	-	-	-	-		\$ -		
	2025	2026	2027	2028		2025 - 2028 TOTAL																	
\$ -	-	-	-	-		\$ -																	
GRAND TOTAL						\$ 40,000																	

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102112
PROJECT TITLE	Epoxy garage floors (Maintenance and Sheriff)						
PRIORITY	0	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 45,000		
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
\$ -	-	-	45,000	-	-	-	\$ 45,000
		2025 - 2028					
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 45,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102114
PROJECT TITLE	Parking lot resurfacing and curbs						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2020		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	100,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	50,000	50,000	-	-	\$ 100,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 100,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102115
PROJECT TITLE	Furniture Upgrades						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2023		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	800,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	100,000	100,000	100,000	100,000	\$ 400,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	100,000	100,000	100,000	100,000			\$ 400,000
GRAND TOTAL							\$ 800,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102116	
PROJECT TITLE	Security Cameras						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2021		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	100,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	50,000	-	50,000	-	\$ 100,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 100,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102117
PROJECT TITLE	LED Lighting - Campus						
PRIORITY	40	START DATE	1/1/2018	END DATE	12/31/2022		
DESCRIPTION / LOCATION	Upgrade campus lighting to LED						
PURPOSE / JUSTIFICATION	Pay back on fixtures is between 3 - 4 years and includes a 10 year warranty per fixture and a 20+ year life expectancy. Estimated energy and maintenance savings from the rep is \$1.4 million over 10 yrs. The environmental impact would be a reduction of green house gases by 44%						
FUTURE IMPACT ON OPERATING COSTS	Reduce maintenance costs and energy consumption						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 50,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building - Imp. Over \$5K	-	-	50,000	-	-	-	\$ 50,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building - Imp. Over \$5K	-	-	-	-			\$ -
GRAND TOTAL							\$ 50,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102118
PROJECT TITLE	LED lighting						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	50,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	50,000	-	-	-	\$ 50,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 50,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102119																
PROJECT TITLE	LED Lighting																						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019																		
DESCRIPTION / LOCATION	0																						
PURPOSE / JUSTIFICATION	0																						
FUTURE IMPACT ON OPERATING COSTS	0																						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund																						
	Fund Balance				\$ 50,000																		
<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">CURRENT YEAR</th> <th style="width: 10%;">2020</th> <th style="width: 10%;">2021</th> <th style="width: 10%;">2022</th> <th style="width: 10%;">2023</th> <th style="width: 10%;">2024</th> <th style="width: 10%;">2019 - 2024 TOTAL</th> </tr> <tr> <td>\$ -</td> <td>-</td> <td>-</td> <td>50,000</td> <td>-</td> <td>-</td> <td>-</td> <td>\$ 50,000</td> </tr> </table>									CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL	\$ -	-	-	50,000	-	-	-	\$ 50,000
	CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL																
\$ -	-	-	50,000	-	-	-	\$ 50,000																
<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">2025</th> <th style="width: 10%;">2026</th> <th style="width: 10%;">2027</th> <th style="width: 10%;">2028</th> <th style="width: 10%;"></th> <th style="width: 10%;">2025 - 2028 TOTAL</th> </tr> <tr> <td>\$ -</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td></td> <td>\$ -</td> </tr> </table>								2025	2026	2027	2028		2025 - 2028 TOTAL	\$ -	-	-	-	-		\$ -			
	2025	2026	2027	2028		2025 - 2028 TOTAL																	
\$ -	-	-	-	-		\$ -																	
GRAND TOTAL						\$ 50,000																	

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102120
PROJECT TITLE	LED lighting						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 60,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	60,000	-	-	-	\$ 60,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 60,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102121
PROJECT TITLE	Carport for fleet vehicles						
PRIORITY	0	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	60,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	60,000	-	-	-	\$ 60,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 60,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102122
PROJECT TITLE	Boiler - Rebuilds						
PRIORITY	0	START DATE	1/1/2021	END DATE	12/31/2023		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	Gas trane, tube replacements, linkageless burner controls for BLR 1 - 2 - 3						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	210,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	75,000	75,000	60,000	-	\$ 210,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 210,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102123	
PROJECT TITLE	Highway Truck Bay wall cleaning and floor epoxy						
PRIORITY	34	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Chemical clean exhaust buildup from walls and epoxy pitted concrete						
PURPOSE / JUSTIFICATION	blackened walls are lowering light conditions and concrete is pitting from salt						
FUTURE IMPACT ON OPERATING COSTS	No Impact						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	230,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building - Imp. Over \$5K	-	-	230,000	-	-	-	\$ 230,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building - Imp. Over \$5K	-	-	-	-			\$ -
GRAND TOTAL							\$ 230,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102124
PROJECT TITLE	Court Room 2, Judges Chambers, and Hearing Room 2 Buildout						
PRIORITY	0	START DATE	1/1/2021	END DATE	12/31/2023		
DESCRIPTION / LOCATION	Finish the currently vacant Courtroom,						
PURPOSE / JUSTIFICATION	There are currently one courtroom, one hearing room and one judges chambers vacant. In consultation with the County Attorney the 9th District Court may soon need more court spaces which we are obligated to provide. This project could move on the plan.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 650,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	-	-	400,000	250,000	-	-	\$ 650,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 650,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102201																	
PROJECT TITLE	Air compressor																						
PRIORITY	0	START DATE	1/1/2022	END DATE	12/31/2022																		
DESCRIPTION / LOCATION	0																						
PURPOSE / JUSTIFICATION	0																						
FUTURE IMPACT ON OPERATING COSTS	0																						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund																						
	Fund Balance				\$	5,000																	
<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">CURRENT YEAR</th> <th style="width: 10%;">2020</th> <th style="width: 10%;">2021</th> <th style="width: 10%;">2022</th> <th style="width: 10%;">2023</th> <th style="width: 10%;">2024</th> <th style="width: 10%;">2019 - 2024 TOTAL</th> </tr> <tr> <td>\$</td> <td>-</td> <td>-</td> <td>-</td> <td>5,000</td> <td>-</td> <td>-</td> <td>\$ 5,000</td> </tr> </table>									CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL	\$	-	-	-	5,000	-	-	\$ 5,000
	CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL																
\$	-	-	-	5,000	-	-	\$ 5,000																
<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">2025</th> <th style="width: 10%;">2026</th> <th style="width: 10%;">2027</th> <th style="width: 10%;">2028</th> <th style="width: 10%;"></th> <th style="width: 10%;">2025 - 2028 TOTAL</th> </tr> <tr> <td>\$</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td></td> <td>\$ -</td> </tr> </table>									2025	2026	2027	2028		2025 - 2028 TOTAL	\$	-	-	-	-		\$ -		
	2025	2026	2027	2028		2025 - 2028 TOTAL																	
\$	-	-	-	-		\$ -																	
GRAND TOTAL						\$ 5,000																	

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102202	
PROJECT TITLE	Cleaning ductwork						
PRIORITY	0	START DATE	1/1/2022	END DATE	12/31/2023		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	40,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	-	20,000	20,000	-	\$ 40,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 40,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102204	
PROJECT TITLE	Mixing valve replacements						
PRIORITY	0	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	25,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	-	25,000	-	-	\$ 25,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 25,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102205	
PROJECT TITLE	UPS replacement - CS						
PRIORITY	0	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	30,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	-	30,000	-	-	\$ 30,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 30,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102206																					
PROJECT TITLE	Replace oldest 1023 JD tractor																											
PRIORITY	0	START DATE	1/0/1900	END DATE	1/0/1900																							
DESCRIPTION / LOCATION	0																											
PURPOSE / JUSTIFICATION	0																											
FUTURE IMPACT ON OPERATING COSTS	0																											
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund																											
	Fund Balance				\$ 35,000																							
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">CURRENT YEAR</th> <th style="width: 10%;">2020</th> <th style="width: 10%;">2021</th> <th style="width: 10%;">2022</th> <th style="width: 10%;">2023</th> <th style="width: 10%;">2024</th> <th style="width: 10%;">2019 - 2024 TOTAL</th> </tr> </thead> <tbody> <tr> <td>\$ -</td> <td>-</td> <td>-</td> <td>-</td> <td>35,000</td> <td>-</td> <td>-</td> <td>\$ 35,000</td> </tr> </tbody> </table>									CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL	\$ -	-	-	-	35,000	-	-	\$ 35,000					
	CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL																					
\$ -	-	-	-	35,000	-	-	\$ 35,000																					
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">2025</th> <th style="width: 10%;">2026</th> <th style="width: 10%;">2027</th> <th style="width: 10%;">2028</th> <th style="width: 10%;"></th> <th style="width: 10%;">2025 - 2028 TOTAL</th> </tr> </thead> <tbody> <tr> <td>\$ -</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td></td> <td>\$ -</td> </tr> <tr> <td colspan="6">GRAND TOTAL</td> <td>\$ 35,000</td> </tr> </tbody> </table>									2025	2026	2027	2028		2025 - 2028 TOTAL	\$ -	-	-	-	-		\$ -	GRAND TOTAL						\$ 35,000
	2025	2026	2027	2028		2025 - 2028 TOTAL																						
\$ -	-	-	-	-		\$ -																						
GRAND TOTAL						\$ 35,000																						

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102207																	
PROJECT TITLE	UPS replacement																						
PRIORITY	0	START DATE	1/1/2022	END DATE	12/31/2022																		
DESCRIPTION / LOCATION	0																						
PURPOSE / JUSTIFICATION	0																						
FUTURE IMPACT ON OPERATING COSTS	0																						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund																						
	Fund Balance				\$	50,000																	
<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">CURRENT YEAR</th> <th style="width: 10%;">2020</th> <th style="width: 10%;">2021</th> <th style="width: 10%;">2022</th> <th style="width: 10%;">2023</th> <th style="width: 10%;">2024</th> <th style="width: 10%;">2019 - 2024 TOTAL</th> </tr> <tr> <td>\$</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">50,000</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td>\$ 50,000</td> </tr> </table>									CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL	\$	-	-	-	50,000	-	-	\$ 50,000
	CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL																
\$	-	-	-	50,000	-	-	\$ 50,000																
<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">2025</th> <th style="width: 10%;">2026</th> <th style="width: 10%;">2027</th> <th style="width: 10%;">2028</th> <th style="width: 10%;"></th> <th style="width: 10%;">2025 - 2028 TOTAL</th> </tr> <tr> <td>\$</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="background-color: #cccccc;"></td> <td>\$ -</td> </tr> </table>									2025	2026	2027	2028		2025 - 2028 TOTAL	\$	-	-	-	-		\$ -		
	2025	2026	2027	2028		2025 - 2028 TOTAL																	
\$	-	-	-	-		\$ -																	
GRAND TOTAL						\$ 50,000																	

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102208																
PROJECT TITLE	Remake front entrance																					
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019																	
DESCRIPTION / LOCATION	0																					
PURPOSE / JUSTIFICATION	0																					
FUTURE IMPACT ON OPERATING COSTS	0																					
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund																					
	Fund Balance				\$ 75,000																	
<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">CURRENT YEAR</th> <th style="width: 10%;">2020</th> <th style="width: 10%;">2021</th> <th style="width: 10%;">2022</th> <th style="width: 10%;">2023</th> <th style="width: 10%;">2024</th> <th style="width: 10%;">2019 - 2024 TOTAL</th> </tr> <tr> <td>\$ -</td> <td>-</td> <td>-</td> <td>-</td> <td>75,000</td> <td>-</td> <td>-</td> <td>\$ 75,000</td> </tr> </table>								CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL	\$ -	-	-	-	75,000	-	-	\$ 75,000
	CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL															
\$ -	-	-	-	75,000	-	-	\$ 75,000															
<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">2025</th> <th style="width: 10%;">2026</th> <th style="width: 10%;">2027</th> <th style="width: 10%;">2028</th> <th style="width: 10%;"></th> <th style="width: 10%;">2025 - 2028 TOTAL</th> </tr> <tr> <td>\$ -</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td></td> <td>\$ -</td> </tr> </table>								2025	2026	2027	2028		2025 - 2028 TOTAL	\$ -	-	-	-	-		\$ -		
	2025	2026	2027	2028		2025 - 2028 TOTAL																
\$ -	-	-	-	-		\$ -																
GRAND TOTAL						\$ 75,000																

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102209	
PROJECT TITLE	LED lighting - Courtrooms, judges chambers/halls						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 75,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	-	75,000	-	-	\$ 75,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 75,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102210	
PROJECT TITLE	Remodel computer training room and public research room						
PRIORITY	0	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	150,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	-	150,000	-	-	\$ 150,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 150,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102211	
PROJECT TITLE	Epoxy Floor @ Crosslake						
PRIORITY	0	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 100,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	-	100,000	-	-	\$ 100,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 100,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102212	
PROJECT TITLE	Elevator Upgrade						
PRIORITY	0	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	100,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	-	100,000	-	-	\$ 100,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 100,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102213
PROJECT TITLE	Lochinvar Replacements						
PRIORITY	0	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	125,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	-	125,000	-	-	\$ 125,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 125,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102215	
PROJECT TITLE	Replace Carpets in Waiting Areas						
PRIORITY	0	START DATE	1/1/2022	END DATE	12/31/2023		
DESCRIPTION / LOCATION	Replacement of Carpets in Waiting Areas of Communtiy Services						
PURPOSE / JUSTIFICATION	The waiting areas of the building see a lot of wear from foot traffic and weather. Replacement is about all we can do with the carpets at this point.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 24,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	-	-	-	12,000	12,000	-	\$ 24,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 24,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102216
PROJECT TITLE	Upgrade 3rd Floor Restrooms						
PRIORITY	0	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	Upgrade the 3rd Floor HCH Restrooms to current look.						
PURPOSE / JUSTIFICATION	The restrooms on the 3rd floor of the HCH are original and haven't been updated. This would modernize those restrooms.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 80,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	-	-	-	80,000	-	-	\$ 80,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 80,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102217
PROJECT TITLE	Truck Bay RTU/Heating						
PRIORITY	0	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	Install a Rooftop Unit for Heating of the Truck Bay at Highway						
PURPOSE / JUSTIFICATION	The in floor, electric heat is failing and will be expensive to repair. Gas fired unit heaters will perform the same function for a fraction of the cost.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 60,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	-	-	-	60,000	-	-	\$ 60,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 60,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102218
PROJECT TITLE	Enclose Mezzanine by Air Compressor and Electrical Gear						
PRIORITY	0	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	Enclose Mezzanine on the East end.						
PURPOSE / JUSTIFICATION	Enclosing the mezzanine will prevent further dirt/dust from getting into the air compressor, pressure washers and electrical equipment reducing the change for premature failure.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 50,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	-	-	-	50,000	-	-	\$ 50,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 50,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102219	
PROJECT TITLE	Replace windows						
PRIORITY	0	START DATE	1/0/1900	END DATE	1/0/1900		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	150,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	-	150,000	-	-	\$ 150,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 150,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102220	
PROJECT TITLE	Replace skylight in atrium						
PRIORITY	0	START DATE	1/0/1900	END DATE	1/0/1900		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	125,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	-	125,000	-	-	\$ 125,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 125,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102301	
PROJECT TITLE	Data room mini split AC units						
PRIORITY	0	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 90,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	-	-	15,000	15,000	\$ 30,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	15,000	15,000	15,000	15,000			\$ 60,000
GRAND TOTAL							\$ 90,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102302	
PROJECT TITLE	Jail sink pushbutton rebuilds						
PRIORITY	0	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	20,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	-	-	20,000	-	\$ 20,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 20,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102303	
PROJECT TITLE	Cooling tower gear reducers rebuilds						
PRIORITY	0	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	20,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	-	-	20,000	-	\$ 20,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 20,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102304	
PROJECT TITLE	Roof replacement						
PRIORITY	0	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	175,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	-	-	175,000	-	\$ 175,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 175,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102306	
PROJECT TITLE	Roof replacement						
PRIORITY	0	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	450,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	-	-	450,000	-	\$ 450,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	-	-			\$ -
GRAND TOTAL							\$ 450,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102308																	
PROJECT TITLE	AHU 1 & 2 Replacements with VAV reheats																						
PRIORITY	0	START DATE	1/1/2023	END DATE	12/31/2023																		
DESCRIPTION / LOCATION	0																						
PURPOSE / JUSTIFICATION	0																						
FUTURE IMPACT ON OPERATING COSTS	0																						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund																						
	Fund Balance				\$ 250,000																		
<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">CURRENT YEAR</th> <th style="width: 10%;">2020</th> <th style="width: 10%;">2021</th> <th style="width: 10%;">2022</th> <th style="width: 10%;">2023</th> <th style="width: 10%;">2024</th> <th style="width: 10%;">2019 - 2024 TOTAL</th> </tr> <tr> <td>\$ -</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>250,000</td> <td>-</td> <td>\$ 250,000</td> </tr> </table>									CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL	\$ -	-	-	-	-	250,000	-	\$ 250,000
	CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL																
\$ -	-	-	-	-	250,000	-	\$ 250,000																
<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">2025</th> <th style="width: 10%;">2026</th> <th style="width: 10%;">2027</th> <th style="width: 10%;">2028</th> <th style="width: 10%;"></th> <th style="width: 10%;">2025 - 2028 TOTAL</th> </tr> <tr> <td>\$ -</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td></td> <td>\$ -</td> </tr> </table>									2025	2026	2027	2028		2025 - 2028 TOTAL	\$ -	-	-	-	-		\$ -		
	2025	2026	2027	2028		2025 - 2028 TOTAL																	
\$ -	-	-	-	-		\$ -																	
GRAND TOTAL						\$ 250,000																	

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102309
PROJECT TITLE	Roof replacement						
PRIORITY	0	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	0						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	300,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	300,000	-	-			\$ 300,000
GRAND TOTAL							\$ 300,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102401
PROJECT TITLE	Roof replacement						
PRIORITY	0	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	Roof Replacement						
PURPOSE / JUSTIFICATION	Roofing systems require periodic maintenance/replacement. This project would address a roofing system on an annual basis spreading the replacements over the CIP plan.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	200,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	-	-	-	-	-	200,000	\$ 200,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 200,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102402
PROJECT TITLE	Roof replacement						
PRIORITY	0	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	Roof Replacement						
PURPOSE / JUSTIFICATION	Roofing systems require periodic maintenance/replacement. This project would address a roofing system on an annual basis spreading the replacements over the CIP plan.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 500,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	-	-	-	-	-	500,000	\$ 500,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 500,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities			PROJ#	1102501
PROJECT TITLE	Roof replacement						
PRIORITY	0	START DATE	1/1/2025	END DATE	12/31/2025		
DESCRIPTION / LOCATION	Roof Replacement						
PURPOSE / JUSTIFICATION	Roofing systems require periodic maintenance/replacement. This project would address a roofing system on an annual basis spreading the replacements over the CIP plan.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	250,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	250,000	-	-	-			\$ 250,000
GRAND TOTAL							\$ 250,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Facilities		PROJ#	1102601	
PROJECT TITLE	Roof replacement						
PRIORITY	0	START DATE	1/1/2026	END DATE	12/31/2026		
DESCRIPTION / LOCATION	Roof Replacement						
PURPOSE / JUSTIFICATION	Roofing systems require periodic maintenance/replacement. This project would address a roofing system on an annual basis spreading the replacements over the CIP plan.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 250,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	250,000	-	-			\$ 250,000
GRAND TOTAL							\$ 250,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3011901																	
PROJECT TITLE	1379 Skid Loader																						
PRIORITY	32	START DATE	1/1/2019	END DATE	12/31/2019																		
DESCRIPTION / LOCATION	2019 Replace Unit 1379 (2013 Skid Loader) Trade in \$35k																						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.																						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.																						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund																						
	Fund Balance				\$ 50,000																		
	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;"></th> <th style="width: 10%;">CURRENT YEAR</th> <th style="width: 10%;">2020</th> <th style="width: 10%;">2021</th> <th style="width: 10%;">2022</th> <th style="width: 10%;">2023</th> <th style="width: 10%;">2024</th> <th style="width: 10%;">2019 - 2024 TOTAL</th> </tr> </thead> <tbody> <tr> <td>Vehicle & Machinery Over \$15K</td> <td>50,000</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>\$ 50,000</td> </tr> </tbody> </table>								CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL	Vehicle & Machinery Over \$15K	50,000	-	-	-	-	-	\$ 50,000
	CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL																
Vehicle & Machinery Over \$15K	50,000	-	-	-	-	-	\$ 50,000																
	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;"></th> <th style="width: 10%;">2025</th> <th style="width: 10%;">2026</th> <th style="width: 10%;">2027</th> <th style="width: 10%;">2028</th> <th style="width: 10%;"></th> <th style="width: 10%;">2025 - 2028 TOTAL</th> </tr> </thead> <tbody> <tr> <td>Vehicle & Machinery Over \$15K</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td></td> <td>\$ -</td> </tr> </tbody> </table>								2025	2026	2027	2028		2025 - 2028 TOTAL	Vehicle & Machinery Over \$15K	-	-	-	-		\$ -		
	2025	2026	2027	2028		2025 - 2028 TOTAL																	
Vehicle & Machinery Over \$15K	-	-	-	-		\$ -																	
GRAND TOTAL							\$ 50,000																

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3011902	
PROJECT TITLE	45 1.5 ton Maintenance Truck						
PRIORITY	34	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	2019 Replace Unit 45 (2000 Ford F450)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 65,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	65,000	-	-	-	-	-	\$ 65,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 65,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3011903	
PROJECT TITLE	1871 New Holland Large Tractor						
PRIORITY	29	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	2019 Replace Unit 1871 (2008 New Holland Tractor) Trade in \$45k						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 119,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	119,000	-	-	-	-	-	\$ 119,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 119,000

FORM A

198

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway			PROJ#	3011905
PROJECT TITLE	1872 New Holland Tractor Flail Large Mower						
PRIORITY	27	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	2019 Replace Unit 1871 (2008 New Holland Tractor Flail Mower)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 25,625	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	25,625	-	-	-	-	\$ 25,625
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 25,625

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway			PROJ#	30119052
PROJECT TITLE	CrossLake Fuel System Pump Replacement						
PRIORITY	32	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	2020 Replace Fuel Island Pumps						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	35,875	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	35,875	-	-	-	-	\$ 35,875
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 35,875

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway			PROJ#	30119053
PROJECT TITLE	Crow Wing County Fuel Key Terminal System Replacement						
PRIORITY	32	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	2021 Replace Fuel Island Pumps key terminal						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	48,460	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	48,460	-	-	\$ 48,460
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 48,460

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3011906	
PROJECT TITLE	Inventory management scanning system						
PRIORITY	27	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	2020 Integrate parts Inventory scanning management system to incorporate with Munis.						
PURPOSE / JUSTIFICATION	New software and equipment to help with inventory management and software upgrades						
FUTURE IMPACT ON OPERATING COSTS	New software and equipment to help manage parts room inventory, reducing inventory counting mistakes and increase efficiency in the work order and inventory process.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 47,278		
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq. & Software Over \$15K	-	-	47,278	-	-	-	\$ 47,278
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 47,278

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3011907	
PROJECT TITLE	HWY Dept. Fuel System Pump Replacement						
PRIORITY	32	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	2019 Replace Fuel Island Pumps						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 35,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	35,000	-	-	-	-	\$ 35,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 35,000

FORM A

204

FORM A

205

FORM A

206

FORM A

207

FORM A

208

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3012103	
PROJECT TITLE	1171 New Holland Large Tractor						
PRIORITY	29	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	2021 Replace Unit 1171 (New Holland Tractor TV6070)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 125,024		
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
Vehicle & Machinery Over \$15K	-	-	125,024	-	-	-	\$ 125,024
	2025 - 2028					TOTAL	
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 125,024

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway			PROJ#	3012104
PROJECT TITLE	148 Skid Loader Trailer						
PRIORITY	29	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	2021 Replace Unit 148 (2006 Skid Loader Trailer)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 17,830	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	17,830	-	-			\$ 17,830
GRAND TOTAL							\$ 17,830

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3012105	
PROJECT TITLE	Survey Equipment/Engineering Software/Recorders Fund						
PRIORITY	27	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	2026 Replace Engineering GPS Survey Equipment/Software						
PURPOSE / JUSTIFICATION	Equipment and/or software is outdated						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 97,472		
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	-	-	-	\$ -
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq. & Software Over \$15K	-	97,472	-	-			\$ 97,472
GRAND TOTAL							\$ 97,472

FORM A

212

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3012201	
PROJECT TITLE	43 Tandem axle Dump Truck						
PRIORITY	34	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	2022 Replace Unit 43 (2004 Sterling Tandem Dump Truck).						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 279,992		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	279,992	-	-	\$ 279,992
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 279,992

FORM A

214

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3012204	
PROJECT TITLE	1858 Supervisor Vehicle						
PRIORITY	27	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	2022 Replace Unit 1957 (2009 Chevy Crew Cab)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 37,691		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	37,691	-	-	\$ 37,691
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 37,691

FORM A

216

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3012206	
PROJECT TITLE	108 50,000lb Equipment Trailer						
PRIORITY	30	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	2022 Replace Unit 108 (1997 50,000lb Equipment trailer)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 60,710		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	60,710	-	\$ 60,710
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 60,710

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3012207	
PROJECT TITLE	158 Pavement Cutter						
PRIORITY	29	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	2022 Replace Unit 158 (Craftco Pavement Cutter)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 17,661		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	17,661	-	\$ 17,661
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 17,661

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3012208	
PROJECT TITLE	89 Tree Brush Chipper						
PRIORITY	24	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	2022 Replace Unit 89 (Vermeer Brush Chipper)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 56,570		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	56,570	\$ 56,570
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 56,570

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway			PROJ#	3012301																
PROJECT TITLE	27 Tandem axle Dump Truck																						
PRIORITY	34	START DATE	1/1/2023	END DATE	12/31/2023																		
DESCRIPTION / LOCATION	2023 Replace Unit 27 (2006 Sterling Tandem Dump Truck).																						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.																						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.																						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund																						
	Fund Balance				\$ 286,991																		
	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">CURRENT YEAR</th> <th style="width: 10%;">2020</th> <th style="width: 10%;">2021</th> <th style="width: 10%;">2022</th> <th style="width: 10%;">2023</th> <th style="width: 10%;">2024</th> <th style="width: 10%;">2019 - 2024 TOTAL</th> </tr> </thead> <tbody> <tr> <td>Vehicle & Machinery Over \$15K</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>286,991</td> <td>-</td> <td>\$ 286,991</td> </tr> </tbody> </table>								CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL	Vehicle & Machinery Over \$15K	-	-	-	-	286,991	-	\$ 286,991
	CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL																
Vehicle & Machinery Over \$15K	-	-	-	-	286,991	-	\$ 286,991																
	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">2025</th> <th style="width: 10%;">2026</th> <th style="width: 10%;">2027</th> <th style="width: 10%;">2028</th> <th style="width: 10%;"></th> <th style="width: 10%;">2025 - 2028 TOTAL</th> </tr> </thead> <tbody> <tr> <td>Vehicle & Machinery Over \$15K</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td></td> <td>\$ -</td> </tr> </tbody> </table>								2025	2026	2027	2028		2025 - 2028 TOTAL	Vehicle & Machinery Over \$15K	-	-	-	-		\$ -		
	2025	2026	2027	2028		2025 - 2028 TOTAL																	
Vehicle & Machinery Over \$15K	-	-	-	-		\$ -																	
GRAND TOTAL							\$ 286,991																

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3012302	
PROJECT TITLE	1880 Skid Loader						
PRIORITY	32	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	2023 Replace unit 1880 (2018 Skid Loader) Trade in \$35k						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 55,191		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	55,191	-	\$ 55,191
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 55,191

FORM A

222

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3012304	
PROJECT TITLE	1881 Skid Loader Trailer						
PRIORITY	29	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	2023 Replace unit 1881 (2008 Skid Loader Trailer)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 18,733		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	18,733			\$ 18,733
GRAND TOTAL							\$ 18,733

FORM A

224

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3012306	
PROJECT TITLE	1873 Pavement Cutter						
PRIORITY	29	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	2023 Replace unit 1873 (2008 Pavement Cutter)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 19,982		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	19,982			\$ 19,982
GRAND TOTAL							\$ 19,982

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway			PROJ#	3012401
PROJECT TITLE	28 Tandem axle Dump Truck						
PRIORITY	34	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	2024 Replace Unit 28 (2006 Sterling Tandem Dump Truck).						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 294,166	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	294,166	\$ 294,166
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 294,166

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway			PROJ#	3012402
PROJECT TITLE	Skid Loader						
PRIORITY	32	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	2024 Replace Skid Loader Trade in \$35k						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 56,570		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	56,570	\$ 56,570
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 56,570

FORM A

228

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway			PROJ#	3012403
PROJECT TITLE	1175 Midsize Tractor						
PRIORITY	27	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	2024 Replace 1175 (John Deere Midsize Tractor)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 89,151	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	89,151	-	-			\$ 89,151
GRAND TOTAL							\$ 89,151

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway			PROJ#	3012404
PROJECT TITLE	1172 Schulte Large Mower 15'						
PRIORITY	27	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	2024 Replace unit 1172 (2011 Schulte 15' Mower)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 29,717		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	29,717	-	-			\$ 29,717
GRAND TOTAL							\$ 29,717

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3012405	
PROJECT TITLE	1473 Schulte Midsize Mower 10'						
PRIORITY	27	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	2024 Replace unit 1473 (2014 Schulte 10' Mower)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 21,396		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	21,396	-	-			\$ 21,396
GRAND TOTAL							\$ 21,396

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway			PROJ#	3012406
PROJECT TITLE	1574 Mulcher head attachment						
PRIORITY	25	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	2024 Replace unit 1574 (2015 Mulching Head)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 28,992	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	28,992	-	-	-			\$ 28,992
GRAND TOTAL							\$ 28,992

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway			PROJ#	3012407
PROJECT TITLE	1575 Mulcher head attachment						
PRIORITY	25	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	2024 Replace unit 1575 (2015 Mulching Head)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	28,993	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	28,993	-	-	-			\$ 28,993
GRAND TOTAL							\$ 28,993

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3012501	
PROJECT TITLE	1821 Tandem axle Dump Truck						
PRIORITY	34	START DATE	1/1/2025	END DATE	12/31/2025		
DESCRIPTION / LOCATION	2025 Replace Unit 1822 (2009 Sterling Tandem Dump Truck)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 301,520		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	301,520	-	-	-			\$ 301,520
GRAND TOTAL							\$ 301,520

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3012502	
PROJECT TITLE	15 Wheel Loader						
PRIORITY	35	START DATE	1/1/2025	END DATE	12/31/2025		
DESCRIPTION / LOCATION	2025 Replace Unit 15 (2002 Cat Loader).						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 215,378		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	215,378	-	-	\$ 215,378
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 215,378

FORM A

236

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway			PROJ#	3012503
PROJECT TITLE	Survey Equipment/Engineering Software/Format Plotter						
PRIORITY	27	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	2025 Replace Engineering GPS Survey Equipment/Software						
PURPOSE / JUSTIFICATION	Equipment and/or software is outdated						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	95,095	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq. & Software Over \$15K	95,095	-	-	-			\$ 95,095
GRAND TOTAL							\$ 95,095

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3012601	
PROJECT TITLE	1822 Tandem axle Dump Truck						
PRIORITY	34	START DATE	1/1/2026	END DATE	12/31/2026		
DESCRIPTION / LOCATION	2026 Replace Unit 1822 (2009 Sterling Tandem Dump Truck).						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 309,058		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	309,058	-	-			\$ 309,058
GRAND TOTAL							\$ 309,058

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway			PROJ#	3012602
PROJECT TITLE	1601 Backhoe/Loader						
PRIORITY	35	START DATE	1/1/2026	END DATE	12/31/2026		
DESCRIPTION / LOCATION	2026 Replace Unit 1601 Backhoe/Loader						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 99,809	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	99,809	-	-	-	\$ 99,809
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 99,809

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3012603	
PROJECT TITLE	1153 Engineering Vehicle						
PRIORITY	27	START DATE	1/1/2026	END DATE	12/31/2026		
DESCRIPTION / LOCATION	2026 Replace Unit 1153 (2011 Chevy Silverado)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 30,906		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	30,906	-	-			\$ 30,906
GRAND TOTAL							\$ 30,906

FORM A

241

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3012604	
PROJECT TITLE	Supervisor Vehicle						
PRIORITY	27	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	2026 Replace Supervisors Vehicle						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 41,604		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	41,604	-	-			\$ 41,604
GRAND TOTAL							\$ 41,604

FORM A

243

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway			PROJ#	3012701
PROJECT TITLE	1021 Tandem axle Dump Truck						
PRIORITY	34	START DATE	1/1/2027	END DATE	12/31/2027		
DESCRIPTION / LOCATION	2027 Replace Unit 1021 (International Tandem Dump truck)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 316,785		
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
		2025 - 2028					
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	316,785	-			\$ 316,785
GRAND TOTAL							\$ 316,785

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway			PROJ#	3012702
PROJECT TITLE	Skid Loader						
PRIORITY	32	START DATE	1/1/2027	END DATE	12/31/2027		
DESCRIPTION / LOCATION	2027 Replace Skid Loader Trade in \$35k						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 60,920		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	60,920	-			\$ 60,920
GRAND TOTAL							\$ 60,920

FORM A

246

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway			PROJ#	3012704
PROJECT TITLE	155 Midland Road Widner						
PRIORITY	0	START DATE	1/0/1900	END DATE	1/0/1900		
DESCRIPTION / LOCATION	2027 Replace unit 1974 (2009 Snowblower)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	0					\$ 103,564	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
\$ -	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
\$ -	-	-	103,564	-			\$ 103,564
GRAND TOTAL							\$ 103,564

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway			PROJ#	30127042
PROJECT TITLE	205 Tar Compactor/ Roller						
PRIORITY	32	START DATE	1/1/2027	END DATE	12/31/2027		
DESCRIPTION / LOCATION	2027 Replace Unit 205 (2003 Compactor/Roller)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 93,665	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	93,665			\$ 93,665
GRAND TOTAL							\$ 93,665

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3012801	
PROJECT TITLE	1022 Tandem axle Dump Truck						
PRIORITY	34	START DATE	1/1/2028	END DATE	12/31/2028		
DESCRIPTION / LOCATION	2028 Replace Unit 1022 (International Tandem Dump truck)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 324,704		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	324,704			\$ 324,704
GRAND TOTAL							\$ 324,704

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway			PROJ#	3012802
PROJECT TITLE	Skid Loader						
PRIORITY	32	START DATE	1/1/2028	END DATE	12/31/2028		
DESCRIPTION / LOCATION	2028 Replace Skid Loader Trade in \$35k						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	62,443	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	62,443			\$ 62,443
GRAND TOTAL							\$ 62,443

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway		PROJ#	3012803	
PROJECT TITLE	1355 Engineering Truck 3/4 ton						
PRIORITY	27	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	2028 Replace unit 1355 (2013 Ford F250 Truck)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 43,710		
		CURRENT					2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	43,710			\$ 43,710
GRAND TOTAL							\$ 43,710

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Highway			PROJ#	30128032
PROJECT TITLE	112 50,000lb Equipment Trailer						
PRIORITY	30	START DATE	1/1/2028	END DATE	12/31/2028		
DESCRIPTION / LOCATION	2028 Replace unit 112 (50,000lb Equipment Trailer)						
PURPOSE / JUSTIFICATION	Asset meets or exceeds age, mileage/hour and condition requirements set by the Fleet Manager and the ERPC Committee.						
FUTURE IMPACT ON OPERATING COSTS	By replacing the old equipment with newer more efficient equipment we will reduce operating costs and generate more revenue because of less down-time.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 68,687	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	68,687			\$ 68,687
GRAND TOTAL							\$ 68,687

FORM A

253

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Information Technology			PROJ#	1701901
PROJECT TITLE	Enhancements to Document Management						
PRIORITY	32	START DATE	1/1/2016	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Improve efficiencies by standardizing on one system to support..						
PURPOSE / JUSTIFICATION	Start the migration from AppXtender to Onbase. Multiple departments use AppXtender. This will help reduce training and support for supporting multiple applications. This will ultimately be a \$200,000 to \$300,000 project. We will have a better cost estimate once we get started. Continue to look at opportunities to streamline workflows with document imaging.						
FUTURE IMPACT ON OPERATING COSTS	Get to one system to improve efficiencies in the county						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 605,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq & Software Under \$15K	25,000	100,000	60,000	60,000	60,000	60,000	\$ 365,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq & Software Under \$15K	60,000	60,000	60,000	60,000			\$ 240,000
GRAND TOTAL							\$ 605,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Information Technology			PROJ#	1701902
PROJECT TITLE	VDI						
PRIORITY	34	START DATE	1/1/2016	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Continue moving to Virtual Desktops						
PURPOSE / JUSTIFICATION	Virtual Desktops are easier to support, and have longer life cycle and once installed take less support time.						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	474,880	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq & Software Under \$15K	36,360	36,360	36,360	92,000	36,360	36,360	\$ 273,800
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq & Software Under \$15K	36,360	36,360	92,000	36,360			\$ 201,080
GRAND TOTAL							\$ 474,880

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Information Technology			PROJ#	1701903
PROJECT TITLE	Server Additions and Replacements						
PRIORITY	34	START DATE	1/1/2016	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Replace or add additional servers as needed						
PURPOSE / JUSTIFICATION	We have 26 physical Servers and 104 virtual servers. In 2016 we will be moving more physical servers to virtual and provide additional expansion capabilities. We will also be looking at benefits of a distributed server structure. Life cycle of a server is approximately 5 years.						
FUTURE IMPACT ON OPERATING COSTS	Keeping past 5 years will increase operating costs by needing to add support contracts						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 580,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq & Software Under \$15K	36,700	58,200	59,700	60,700	63,700	59,700	\$ 338,700
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq & Software Under \$15K	58,200	59,700	59,700	63,700			\$ 241,300
GRAND TOTAL							\$ 580,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Information Technology			PROJ#	1701904
PROJECT TITLE	Network						
PRIORITY	34	START DATE	1/1/2016	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Replace or add network equipment						
PURPOSE / JUSTIFICATION	Finish replacing core switches with building to building 10 gig. We will be "carving out" 1 gig of the 10 gig connection for Facilities. The other 9 gig will be for data and phones. The facilities network will be run the HVAC, Card Readers system, surveillance camera, etc. Currently these 3 main functions are running on 1 vlan. We are anticipating we will make these 3 separate networks and configure ACLs for enhanced security. Building to Building switches will have an extra fiber port for future redundant paths.						
FUTURE IMPACT ON OPERATING COSTS	Make network more resilient, improved performance, so less outages						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 556,200	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq & Software Under \$15K	55,100	48,300	44,000	44,000	44,000	44,000	\$ 279,400
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq & Software Under \$15K	44,000	91,900	96,900	44,000			\$ 276,800
GRAND TOTAL							\$ 556,200

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Information Technology			PROJ#	1701905
PROJECT TITLE	SAN Enhancements						
PRIORITY	34	START DATE	1/1/2016	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Maintain Disk Storage						
PURPOSE / JUSTIFICATION	As VDI becomes more successful, we be adding dedcated Storage to VDI. This will provide a consitent experience for the VDI user. The storage we will free up from existing VDI storage will be reallocated. The first half of 2016 we allocated 8 TB of storage for new functionality and increased demand. If this continues we will need to add 15 - 20 TB of storage per year. We have added software on our system to help us predict future needs.						
FUTURE IMPACT ON OPERATING COSTS	We need to keep our storage devices current and provide the storage capacity to meet the department needs. Our refresh cycle on equipment is aproximately 5 years.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 674,200	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq & Software Under \$15K	58,500	76,400	41,500	59,200	101,500	58,500	\$ 395,600
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq & Software Under \$15K	76,400	41,500	59,200	101,500			\$ 278,600
GRAND TOTAL							\$ 674,200

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	2	DEPT	Information Technology			PROJ#	1701906
PROJECT TITLE	Systems Center						
PRIORITY	32	START DATE	1/1/2016	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Increase usage of System Center for more effiecient support of systems						
PURPOSE / JUSTIFICATION	Professional service to upgrade our current system and add endpoint protection						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Fund 2 Reserved & Designated						
	Fund Balance				\$	106,400	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Consulting Fee	15,200	7,600	7,600	15,200	7,600	7,600	\$ 60,800
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Consulting Fee	15,200	7,600	7,600	15,200			\$ 45,600
GRAND TOTAL							\$ 106,400

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	2	DEPT	Information Technology			PROJ#	1701907
PROJECT TITLE	GIS Enhancements						
PRIORITY	34	START DATE	1/1/2016	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Increase staff efficiency creating and maintaining GIS data. Stay current on all software upgrades.						
PURPOSE / JUSTIFICATION	With the growing GIS user base, these enhancements are critical for providing data internally and externally. Enhancements to our current SDE structure will allow users to perform their work and provide faster updates to applications which are used by internal staff and the public. the move to ArcGIS online will provide faster deployment of new technologies and reduce staff update time. Staying on the leading edge of software updates is important.						
FUTURE IMPACT ON OPERATING COSTS	Improve customer experience and make departments more efficient.						
FUNDING SOURCE AND AMOUNT	Fund 2 Reserved & Designated						
	Fund Balance					\$ 205,500	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Consulting Fee	20,500	25,000	20,000	20,000	20,000	20,000	\$ 125,500
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Consulting Fee	20,000	20,000	20,000	20,000			\$ 80,000
GRAND TOTAL							\$ 205,500

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	2	DEPT	Information Technology			PROJ#	1701908
PROJECT TITLE	SharePoint/Web						
PRIORITY	32	START DATE	1/1/2016	END DATE	12/31/2021		
DESCRIPTION / LOCATION	SharePoint I Enhancements						
PURPOSE / JUSTIFICATION	Continued departmental process improvements through SharePoint. SharePoint serves as our intranet and is the main platform sharing documents between departments, projects, etc. Many departments are taking advantage of SharePoint's workflow for those improvements.						
FUTURE IMPACT ON OPERATING COSTS	Make employees more efficient with dashboards and workflows						
FUNDING SOURCE AND AMOUNT	Fund 2 Reserved & Designated						
	Fund Balance					\$ 336,300	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Consulting Fee	29,900	32,000	37,800	35,000	28,000	37,800	\$ 200,500
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Consulting Fee	35,000	28,000	37,800	35,000			\$ 135,800
GRAND TOTAL							\$ 336,300

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	2	DEPT	Information Technology			PROJ#	1701909
PROJECT TITLE	System and Network Security						
PRIORITY	35	START DATE	1/1/2016	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Enhance CWC Security for systems, devices and remote access.						
PURPOSE / JUSTIFICATION	In 2016 we have implemented airwatch for all county owned devices to help us manage. Community Services will be adding more Ipad's to support. Our secure e-mail will have to be repurchased in 2017.						
FUTURE IMPACT ON OPERATING COSTS	Security breaches are costly, this continues to reduce our security risk.						
FUNDING SOURCE AND AMOUNT	Fund 2 Reserved & Designated						
	Fund Balance					\$ 394,425	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Consulting Fee	30,025	35,025	84,275	31,450	16,450	17,875	\$ 215,100
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Consulting Fee	32,875	94,275	17,875	34,300			\$ 179,325
GRAND TOTAL							\$ 394,425

FORM A

263

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	2	DEPT	Information Technology			PROJ#	1701911
PROJECT TITLE	Employee reporting environment - tool (setup and training)						
PRIORITY	27	START DATE	1/1/2016	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Data Mining and Business Intelligence tools and training						
PURPOSE / JUSTIFICATION	Continue to assist departments in making better decision by providing data analytics. Adding licenses will allow more departments to use the tools.						
FUTURE IMPACT ON OPERATING COSTS	Improve efficiencies with better data						
FUNDING SOURCE AND AMOUNT	Fund 2 Reserved & Designated						
	Fund Balance				\$ 400,000		
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq. & Software Over \$15K	44,000	36,000	44,000	36,000	44,000	36,000	\$ 240,000
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq. & Software Over \$15K	44,000	36,000	44,000	36,000			\$ 160,000
GRAND TOTAL							\$ 400,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Information Technology			PROJ#	1702001
PROJECT TITLE	CRM						
PRIORITY	29	START DATE	1/1/2016	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Improve customer service by managing the customer across all platforms and departments						
PURPOSE / JUSTIFICATION	Businesses worldwide adopted CRM technologies to be closer to their customers so as to understand their needs and preferences, and to offer better products/services. Recent years have seen the public sector also jumping on the CRM bandwagon and we as citizens are witnessing a lot of government services that have improved accessibility and service delivery. For example, we are able to file taxes online or pay our utility bills online without having to make trips to the government offices. However, many government agencies still work in silos and connect to the citizens through disparate means. From a citizen's perspective, a single unified window on the Internet or a call center through which a citizen can connect with all the government agencies to avail of the services each complemented with consistent automated processes would have a radical impact.						
FUTURE IMPACT ON OPERATING COSTS	More efficient and consistent method of customer service						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Multiple					\$ 925,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq. & Software Over \$15K	-	75,000	150,000	100,000	100,000	100,000	\$ 525,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq. & Software Over \$15K	100,000	100,000	100,000	100,000			\$ 400,000
GRAND TOTAL							\$ 925,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	50	DEPT	Landfill		PROJ#	5401901	
PROJECT TITLE	Phase III Demo Construction Oversight						
PRIORITY	40	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Construction Oversight						
PURPOSE / JUSTIFICATION	Phase III Construction Oversight						
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in Demo Landfill						
FUNDING SOURCE AND AMOUNT	Landfill						
	Fund Balance				\$ 52,870		
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Consulting Fee	52,870	-	-	-	-	-	\$ 52,870
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Consulting Fee	-	-	-	-			\$ -
GRAND TOTAL							\$ 52,870

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	50	DEPT	Landfill			PROJ#	5401902
PROJECT TITLE	Upgrade Entrance Road & Scale						
PRIORITY	45	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Upgrades to the entrance road and scale						
PURPOSE / JUSTIFICATION	Repairs needed to scale and to work with contractors during construction to HWY 210 to fix entrance road to Landfill						
FUTURE IMPACT ON OPERATING COSTS	Maintenance						
FUNDING SOURCE AND AMOUNT	Landfill						
	Fund Balance		\$ 100,000				
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	100,000	-	-	-	-	-	\$ 100,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028	TOTAL		
Building Acq/Imp Over \$15K	-	-	-	-	\$ -		
GRAND TOTAL							\$ 100,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	50	DEPT	Landfill			PROJ#	5401903	
PROJECT TITLE	Annual Installation of new Recirculation Laterals in cell 4							
PRIORITY	45	START DATE	1/1/2016	END DATE	12/31/2019			
DESCRIPTION / LOCATION	Annual Installation of new Recirculation Laterals in Cell 4							
PURPOSE / JUSTIFICATION	Yearly; we install recirc lines as landfill takes in more sanitary landfill space increases							
FUTURE IMPACT ON OPERATING COSTS	Annual installment of recirc laterals lines in Cell 4							
FUNDING SOURCE AND AMOUNT	Landfill							
	Fund Balance				\$ 1,981,989			
CURRENT								
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL	
Land Acq/Imp Over \$15K	130,000	175,000	182,000	189,280	196,851	204,725	\$ 1,077,856	
2025 - 2028								
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL	
Land Acq/Imp Over \$15K	212,914	221,431	230,288	239,500			\$ 904,133	
GRAND TOTAL							\$ 1,981,989	

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	50	DEPT	Landfill			PROJ#	5401904
PROJECT TITLE	Northern Expansion (Cell 5/6)						
PRIORITY	40	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	New Monitoring Wells for Cell 5/6						
PURPOSE / JUSTIFICATION	Need new monitoring well for Cell 5/6						
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in MMSW Landfill						
FUNDING SOURCE AND AMOUNT	Landfill						
	Fund Balance		\$		168,730		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Furn. & Eq. Other Over \$15K	168,730	-	-	-	-	-	\$ 168,730
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Furn. & Eq. Other Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 168,730

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	50	DEPT	Landfill		PROJ#	5401905																	
PROJECT TITLE	Cell 5 Construction Oversight																						
PRIORITY	40	START DATE	1/1/2019	END DATE	12/31/2019																		
DESCRIPTION / LOCATION	Oversight of Cell 5 Construction																						
PURPOSE / JUSTIFICATION								Construction Oversight															
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in MMSW Landfill																						
FUNDING SOURCE AND AMOUNT								<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Landfill</td> <td style="width: 20%;"></td> <td style="width: 20%;"></td> <td style="width: 10%;"></td> </tr> <tr> <td>Fund Balance</td> <td></td> <td>\$ 236,230</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>							Landfill				Fund Balance		\$ 236,230		
Landfill																							
Fund Balance		\$ 236,230																					
CURRENT																							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL																
Consulting Fee	236,230	-	-	-	-	-	\$ 236,230																
2025 - 2028																							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL																
Consulting Fee	-	-	-	-			\$ -																
GRAND TOTAL							\$ 236,230																

FORM A

271

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	50	DEPT	Landfill			PROJ#	5401907
PROJECT TITLE	Cell 1/2 Closure Construction						
PRIORITY	40	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Closure of Cell 1/2 Construction						
PURPOSE / JUSTIFICATION	To comply with the Landfill permit						
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in MMSW Landfill						
FUNDING SOURCE AND AMOUNT	Landfill						
	Fund Balance		\$		739,830		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	739,830	-	-	-	-	-	\$ 739,830
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 739,830

FORM A

273

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	50	DEPT	Landfill			PROJ#	5401909
PROJECT TITLE	Cell 5 Construction						
PRIORITY	40	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Cell 5 construction						
PURPOSE / JUSTIFICATION	Cell 5 construction						
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in MMSW Landfill						
FUNDING SOURCE AND AMOUNT	Landfill						
	Fund Balance				\$ 1,721,050		
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Land Acq/Imp Over \$15K	1,721,050	-	-	-	-	-	\$ 1,721,050
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Land Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 1,721,050

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	50	DEPT	Landfill		PROJ#	5402101	
PROJECT TITLE	EAW/Comment Response						
PRIORITY	40	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	EAW Cell 6/7 Expansion						
PURPOSE / JUSTIFICATION	Need EAW for new Cells						
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in MMSW Landfill						
FUNDING SOURCE AND AMOUNT	Landfill						
	Fund Balance				\$ 285,920		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Consulting Fee	-	-	285,920	-	-	-	\$ 285,920
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Consulting Fee	-	-	-	-			\$ -
GRAND TOTAL							\$ 285,920

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	50	DEPT	Landfill		PROJ#	5402201	
PROJECT TITLE	Permit Mod for Cell 7 expansion						
PRIORITY	40	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	Permit Mod for Cell 7						
PURPOSE / JUSTIFICATION	Modify Permit for Cell 7						
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in MMSW Landfill						
FUNDING SOURCE AND AMOUNT	Landfill						
	Fund Balance				\$ 442,870		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Consulting Fee	-	-	-	442,870	-	-	\$ 442,870
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Consulting Fee	-	-	-	-			\$ -
GRAND TOTAL							\$ 442,870

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	50	DEPT	Landfill			PROJ#	5402202
PROJECT TITLE	Phase III Expansion Hydro						
PRIORITY	40	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	Hydro for Phase III						
PURPOSE / JUSTIFICATION	Hydro for Phase III Demo Landfill						
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in Demolition Landfill						
FUNDING SOURCE AND AMOUNT	Landfill						
	Fund Balance				\$ 158,170		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Furn. & Eq. Other Over \$15K	-	-	-	158,170	-	-	\$ 158,170
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Furn. & Eq. Other Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 158,170

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	50	DEPT	Landfill		PROJ#	5402401	
PROJECT TITLE	Cell 6 Plans and Specs - MMSW Landfill						
PRIORITY	40	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	Closure of Cell 3/4 Construction						
PURPOSE / JUSTIFICATION	To comply with the Landfill permit						
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in MMSW Landfill						
FUNDING SOURCE AND AMOUNT	Landfill						
	Fund Balance				\$ 249,080		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Consulting Fee	-	-	-	-	-	249,080	\$ 249,080
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Consulting Fee	-	-	-	-			\$ -
GRAND TOTAL							\$ 249,080

CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM

FORM A

FUND	50	DEPT	Landfill			PROJ#	5402402
PROJECT TITLE	Permit Reissuance						
PRIORITY	45	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	Permit Reissuance						
PURPOSE / JUSTIFICATION	Permit Reissuance						
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in Demo Landfill						
FUNDING SOURCE AND AMOUNT	Landfill						
	Fund Balance			\$ 239,500			
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Consulting Fee	-	-	-	-		239,500	\$ 239,500
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Consulting Fee	-	-	-	-			\$ -
GRAND TOTAL							\$ 239,500

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	50	DEPT	Landfill			PROJ#	5402502																						
PROJECT TITLE	Cell 6 Construction Oversight - MMSW Landfill																												
PRIORITY	40	START DATE	1/1/2025	END DATE	12/31/2025																								
DESCRIPTION / LOCATION	Oversight of Cell 6 Construction																												
PURPOSE / JUSTIFICATION								Construction Oversight																					
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in MMSW Landfill																												
FUNDING SOURCE AND AMOUNT								<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Landfill</td> <td style="width: 20%;"></td> <td style="width: 20%;"></td> <td style="width: 10%;"></td> </tr> <tr> <td>Fund Balance</td> <td>\$</td> <td>298,900</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>							Landfill				Fund Balance	\$	298,900								
Landfill																													
Fund Balance	\$	298,900																											
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2">ACCOUNT DESCRIPTION</th> <th colspan="6">CURRENT YEAR</th> <th>2019 - 2024 TOTAL</th> </tr> <tr> <th>2020</th> <th>2021</th> <th>2022</th> <th>2023</th> <th>2024</th> <th></th> </tr> </thead> <tbody> <tr> <td>Consulting Fee</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>\$ -</td> </tr> </tbody> </table>								ACCOUNT DESCRIPTION	CURRENT YEAR						2019 - 2024 TOTAL	2020	2021	2022	2023	2024		Consulting Fee	-	-	-	-	-	-	\$ -
ACCOUNT DESCRIPTION	CURRENT YEAR						2019 - 2024 TOTAL																						
	2020	2021	2022	2023	2024																								
Consulting Fee	-	-	-	-	-	-	\$ -																						
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2">ACCOUNT DESCRIPTION</th> <th colspan="5">2025 - 2028</th> <th>TOTAL</th> </tr> <tr> <th>2025</th> <th>2026</th> <th>2027</th> <th>2028</th> <th></th> </tr> </thead> <tbody> <tr> <td>Consulting Fee</td> <td>298,900</td> <td>-</td> <td>-</td> <td>-</td> <td></td> <td>\$ 298,900</td> </tr> </tbody> </table>								ACCOUNT DESCRIPTION	2025 - 2028					TOTAL	2025	2026	2027	2028		Consulting Fee	298,900	-	-	-		\$ 298,900			
ACCOUNT DESCRIPTION	2025 - 2028					TOTAL																							
	2025	2026	2027	2028																									
Consulting Fee	298,900	-	-	-		\$ 298,900																							
GRAND TOTAL							\$ 298,900																						

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	50	DEPT	Landfill			PROJ#	5402503																					
PROJECT TITLE	Cell 6 Construction																											
PRIORITY	40	START DATE	1/1/2025	END DATE	12/31/2025																							
DESCRIPTION / LOCATION	Cell 6 construction																											
PURPOSE / JUSTIFICATION	Cell 6 construction																											
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in MMSW Landfill																											
FUNDING SOURCE AND AMOUNT	Landfill																											
	Fund Balance				\$	1,209,820																						
<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;"></th> <th style="width: 10%; text-align: center;">CURRENT YEAR</th> <th style="width: 10%; text-align: center;">2020</th> <th style="width: 10%; text-align: center;">2021</th> <th style="width: 10%; text-align: center;">2022</th> <th style="width: 10%; text-align: center;">2023</th> <th style="width: 10%; text-align: center;">2024</th> <th style="width: 10%; text-align: center;">2019 - 2024 TOTAL</th> </tr> <tr> <td>Building Acq/Imp Over \$15K</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">\$ -</td> </tr> </table>									CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL	Building Acq/Imp Over \$15K	-	-	-	-	-	-	\$ -					
	CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL																					
Building Acq/Imp Over \$15K	-	-	-	-	-	-	\$ -																					
<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;"></th> <th style="width: 10%; text-align: center;">2025</th> <th style="width: 10%; text-align: center;">2026</th> <th style="width: 10%; text-align: center;">2027</th> <th style="width: 10%; text-align: center;">2028</th> <th style="width: 10%;"></th> <th style="width: 10%; text-align: center;">2025 - 2028 TOTAL</th> </tr> <tr> <td>Building Acq/Imp Over \$15K</td> <td style="text-align: center;">1,209,820</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="background-color: #cccccc;"></td> <td style="text-align: center;">\$ 1,209,820</td> </tr> <tr> <td>GRAND TOTAL</td> <td colspan="5"></td> <td style="text-align: center;">\$ 1,209,820</td> </tr> </table>									2025	2026	2027	2028		2025 - 2028 TOTAL	Building Acq/Imp Over \$15K	1,209,820	-	-	-		\$ 1,209,820	GRAND TOTAL						\$ 1,209,820
	2025	2026	2027	2028		2025 - 2028 TOTAL																						
Building Acq/Imp Over \$15K	1,209,820	-	-	-		\$ 1,209,820																						
GRAND TOTAL						\$ 1,209,820																						

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	50	DEPT	Landfill			PROJ#	5402504
PROJECT TITLE	Install new gas wells						
PRIORITY	40	START DATE	1/1/2025	END DATE	12/31/2025		
DESCRIPTION / LOCATION	Install new landfill gas wells						
PURPOSE / JUSTIFICATION	Install new landfill gas wells						
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in MMSW Landfill						
FUNDING SOURCE AND AMOUNT	Landfill						
	Fund Balance				\$ 213,500		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Furn. & Eq. Other Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Furn. & Eq. Other Over \$15K	213,500	-	-	-			\$ 213,500
GRAND TOTAL							\$ 213,500

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	20	DEPT	Landfill			PROJ#	5802201
PROJECT TITLE	Trailer						
PRIORITY	39	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	Sands Dump Trailer						
PURPOSE / JUSTIFICATION	To Replace unit #988						
FUTURE IMPACT ON OPERATING COSTS	Reduced maintenance costs						
FUNDING SOURCE AND AMOUNT	Land Management - Tax Sales						
	Fund Balance				\$	6,092	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	6,092	-	-			\$ 6,092
GRAND TOTAL							\$ 6,092

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	2	DEPT	Parks			PROJ#	5802102
PROJECT TITLE	Hunter/Hiker Trail Signs						
PRIORITY	29	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Signs for Hunter/Hiker Trails						
PURPOSE / JUSTIFICATION	Make our trails easier to navigate and increase use of the trails						
FUTURE IMPACT ON OPERATING COSTS	N/A						
FUNDING SOURCE AND AMOUNT	Fund 2 Reserved & Designated						
	Fund Balance				\$ 35,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Furn. & Eq. Other Over \$15K	-	-	35,000	-	-	-	\$ 35,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Furn. & Eq. Other Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 35,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	20	DEPT	Public Land Management			PROJ#	5801902
PROJECT TITLE	Snowmobile						
PRIORITY	39	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Snowmobile for PLM						
PURPOSE / JUSTIFICATION	To replace unit#935 which is a trail groomer with a snowmobile since we will no longer be grooming trails						
FUTURE IMPACT ON OPERATING COSTS	Reduced maintenance costs & Replacement costs						
FUNDING SOURCE AND AMOUNT	Land Management - Tax Sales						
	Fund Balance					\$ 8,200	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Mach., Equip., Software Serv	8,200	-	-	-	-	-	\$ 8,200
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Mach., Equip., Software Serv	-	-	-	-			\$ -
GRAND TOTAL							\$ 8,200

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	20	DEPT	Public Land Management			PROJ#	58019022
PROJECT TITLE	Trailer						
PRIORITY	39	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Trailer for PLM						
PURPOSE / JUSTIFICATION	To Replace unit #973						
FUTURE IMPACT ON OPERATING COSTS	Reduced maintenance costs						
FUNDING SOURCE AND AMOUNT	Land Management - Tax Sales						
	Fund Balance				\$ 5,943		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	5,943	-	-	-			\$ 5,943
GRAND TOTAL							\$ 5,943

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	20	DEPT	Public Land Management			PROJ#	5801903																
PROJECT TITLE	Truck																						
PRIORITY	39	START DATE	1/1/2019	END DATE	12/31/2019																		
DESCRIPTION / LOCATION	Tahoe for PLM																						
PURPOSE / JUSTIFICATION								To replace Unit #9603 being sold in 2018															
FUTURE IMPACT ON OPERATING COSTS	Reduced maintenance costs																						
FUNDING SOURCE AND AMOUNT								<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Land Management - Tax Sales</td> <td style="width: 20%;"></td> <td style="width: 20%;"></td> <td style="width: 10%;"></td> </tr> <tr> <td style="text-align: center;">0</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">35,000</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>							Land Management - Tax Sales				0	\$	35,000		
Land Management - Tax Sales																							
0	\$	35,000																					
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;"></th> <th style="width: 10%;">CURRENT YEAR</th> <th style="width: 10%;">2020</th> <th style="width: 10%;">2021</th> <th style="width: 10%;">2022</th> <th style="width: 10%;">2023</th> <th style="width: 10%;">2024</th> <th style="width: 10%;">2019 - 2024 TOTAL</th> </tr> </thead> <tbody> <tr> <td>\$ -</td> <td style="text-align: right;">35,000</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: right;">\$ 35,000</td> </tr> </tbody> </table>									CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL	\$ -	35,000	-	-	-	-	-	\$ 35,000
	CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL																
\$ -	35,000	-	-	-	-	-	\$ 35,000																
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;"></th> <th style="width: 10%;">2025</th> <th style="width: 10%;">2026</th> <th style="width: 10%;">2027</th> <th style="width: 10%;">2028</th> <th style="width: 10%;"></th> <th style="width: 10%;">2025 - 2028 TOTAL</th> </tr> </thead> <tbody> <tr> <td>\$ -</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="background-color: #cccccc;"></td> <td style="text-align: right;">\$ -</td> </tr> </tbody> </table>									2025	2026	2027	2028		2025 - 2028 TOTAL	\$ -	-	-	-	-		\$ -		
	2025	2026	2027	2028		2025 - 2028 TOTAL																	
\$ -	-	-	-	-		\$ -																	
GRAND TOTAL						\$ 35,000																	

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	20	DEPT	Public Land Management			PROJ#	5802002
PROJECT TITLE	Permit Software						
PRIORITY	45	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	New Permit Software						
PURPOSE / JUSTIFICATION	Improve customer service in permit area with better application and approval processes						
FUTURE IMPACT ON OPERATING COSTS	Reduce employee time with research and reporting						
FUNDING SOURCE AND AMOUNT	Land Management - Tax Sales						
	Fund Balance					\$ 100,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq. & Software Over \$15K	-	100,000	-	-	-	-	\$ 100,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 100,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	20	DEPT	Public Land Management			PROJ#	5802003
PROJECT TITLE	ATV						
PRIORITY	39	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	ATV for PLM						
PURPOSE / JUSTIFICATION	To replace unit#5661						
FUTURE IMPACT ON OPERATING COSTS	Reduced maintenance costs						
FUNDING SOURCE AND AMOUNT	Land Management - Tax Sales						
	Fund Balance				\$	9,154	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Mach., Equip., Software Serv	-	-	9,154	-	-	-	\$ 9,154
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Mach., Equip., Software Serv	-	-	-	-			\$ -
GRAND TOTAL							\$ 9,154

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	20	DEPT	Public Land Management			PROJ#	5802004
PROJECT TITLE	ATV						
PRIORITY	39	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	ATV for PLM						
PURPOSE / JUSTIFICATION	To replace unit#5662						
FUTURE IMPACT ON OPERATING COSTS	Reduced maintenance costs						
FUNDING SOURCE AND AMOUNT	Land Management - Tax Sales						
	Fund Balance				\$ 9,154		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Mach., Equip., Software Serv	-	-	9,154	-	-	-	\$ 9,154
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Mach., Equip., Software Serv	-	-	-	-			\$ -
GRAND TOTAL							\$ 9,154

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	20	DEPT	Public Land Management			PROJ#	5802101
PROJECT TITLE	Trailer						
PRIORITY	39	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Trailer for PLM						
PURPOSE / JUSTIFICATION	To Replace unit #5681						
FUTURE IMPACT ON OPERATING COSTS	Reduced maintenance costs						
FUNDING SOURCE AND AMOUNT	Land Management - Tax Sales						
	Fund Balance					\$ 6,244	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	6,244	-			\$ 6,244
GRAND TOTAL							\$ 6,244

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	20	DEPT	Public Land Management			PROJ#	5802204
PROJECT TITLE	Snowmobile						
PRIORITY	39	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	Snowmobile						
PURPOSE / JUSTIFICATION	To replace unit#967						
FUTURE IMPACT ON OPERATING COSTS	Reduced maintenance costs						
FUNDING SOURCE AND AMOUNT	Land Management - Tax Sales						
	Fund Balance				\$		8,405
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Mach., Equip., Software Serv	-	8,405	-	-	-	-	\$ 8,405
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Mach., Equip., Software Serv	-	-	-	-			\$ -
GRAND TOTAL							\$ 8,405

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	20	DEPT	Public Land Management			PROJ#	5802801
PROJECT TITLE	Truck						
PRIORITY	39	START DATE	1/1/2028	END DATE	12/31/2028		
DESCRIPTION / LOCATION	Truck for PLM						
PURPOSE / JUSTIFICATION	To replace unit#7222						
FUTURE IMPACT ON OPERATING COSTS	Reduced maintenance costs						
FUNDING SOURCE AND AMOUNT	Land Management - Tax Sales						
	Fund Balance				\$	46,723	
CURRENT							2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							TOTAL
ACCOUNT DESCRIPTION	2025	2026	2027	2028			
Vehicle & Machinery Over \$15K	-	-	-	46,723			\$ 46,723
GRAND TOTAL							\$ 46,723

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2401901
PROJECT TITLE	Patrol Vehicle (Unit 6206 Replacement)						
PRIORITY	37	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 31,263	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	31,263	-	-	-	-	-	\$ 31,263
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 31,263

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2401902
PROJECT TITLE	Patrol Vehicle (Unit 6309 Replacement)						
PRIORITY	37	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 31,263	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	31,263	-	-	-	-	-	\$ 31,263
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 31,263

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2401903
PROJECT TITLE	Patrol Vehicle (Unit 6415 Replacement)						
PRIORITY	37	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 31,263	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	31,263	-	-	-	-	-	\$ 31,263
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 31,263

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2401904
PROJECT TITLE	Patrol Vehicle (Unit 6416 Replacement)						
PRIORITY	37	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 31,263	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	31,263	-	-	-	-	-	\$ 31,263
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 31,263

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2401905
PROJECT TITLE	Patrol Vehicle (Unit 6534 Replacement)						
PRIORITY	37	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 31,263	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	31,263	-	-	-	-	-	\$ 31,263
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 31,263

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2401906
PROJECT TITLE	Patrol Vehicle (Unit 6535 Replacement)						
PRIORITY	37	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 31,263	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	31,263	-	-	-	-	-	\$ 31,263
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 31,263

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2401907
PROJECT TITLE	Emergency Equipment Replacement						
PRIORITY	37	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	On-going replacement rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of the equipment necessary for all new squads and goes hand-in-hand with Emergency Vehicle Replacement. Equipment for same as listed in project 24018XX.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles which are purchased must be customized both inside and out prior to being put into operation. Outside customization includes such items as the decals, light bar, grill lights and push bumper. Inside, equipment such as the cage, door skins, radar, GPS, gun mounts are all needed. It takes approximately \$19000 to make a vehicle into an emergency response vehicle. Cost can vary for specialized vehicles. Whenever possible, existing equipment is used and fitted to the new vehicles. Wear and tear and the expense to custom fit older equipment is always a consideration when attempting to recycle existing equipment.						
FUTURE IMPACT ON OPERATING COSTS	Projected expenses do not include any cost considerations related to inflation						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 1,655,785	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq & Software Under \$15K	189,050	156,972	109,450	98,400	121,600	113,100	\$ 788,572
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq & Software Under \$15K	142,850	99,750	236,750	387,863			\$ 867,213
GRAND TOTAL							\$ 1,655,785

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	24019072
PROJECT TITLE	Boat & Water Vehicle (Unit 6223 Replacement)						
PRIORITY	37	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Boat & Water Vehicle.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 58,950	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	58,950	-	-	-	-	\$ 58,950
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 58,950

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2401908
PROJECT TITLE	LEC Updates						
PRIORITY	42	START DATE	1/1/2018	END DATE	12/31/2020		
DESCRIPTION / LOCATION	Remodel old jail space to a hardened dispatch center - . Remodel upstairs to increase the use of space and promote better customer service in the area of records, civil process, patrol and investigation. Upgrade building security and cameras						
PURPOSE / JUSTIFICATION	Updates needed to facilitate business in times of peace and crisis. Moving the dispatch center to our lower level provides for the uninterrupted service that is needed in times of emergency. The interview space will allow citizens the opportunity to discuss their safety concerns, report crimes, participate in civil process matters within a private and secure setting. Upgrading the building security and cameras helps to insure the safety and security of public safety employees as well as citizens who enter our building 24/7. -- This expense builds on the inquiry/planning phase approved for 2016						
FUTURE IMPACT ON OPERATING COSTS	Changes to operating costs minimal if any.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 2,700,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	1,350,000	1,350,000	-	-	-	-	\$ 2,700,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 2,700,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	24019082
PROJECT TITLE	Boat & Water - Boat (Unit 6983 Replacement)						
PRIORITY	37	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 34,670	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	34,670	-	-	-	-	\$ 34,670
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 34,670

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	2	DEPT	Sheriff			PROJ#	2401909
PROJECT TITLE	Bomb Squad Robot						
PRIORITY	0	START DATE	1/1/2019	END DATE	1/31/2019		
DESCRIPTION / LOCATION	Bomb Squad Robot						
PURPOSE / JUSTIFICATION	Bomb Squad Robot. Originally inputted in the 2019 operating budget. Moved to CIP 7/17/18						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Fund 2 Reserved & Designated						
	Other Agency				\$	179,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	179,000	-	-	-	-	-	\$ 179,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 179,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402001
PROJECT TITLE	Patrol Vehicle (Unit 6307 Replacement)						
PRIORITY	37	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 32,044	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	32,044	-	-	-	-	\$ 32,044
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 32,044

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402002
PROJECT TITLE	Patrol Vehicle (Unit 6418 Replacement)						
PRIORITY	37	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 32,044	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	32,044	-	-	-	-	\$ 32,044
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 32,044

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402003
PROJECT TITLE	Patrol Vehicle (Unit 6308 Replacement)						
PRIORITY	37	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 32,044	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	32,044	-	-	-	-	\$ 32,044
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 32,044

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402004
PROJECT TITLE	Patrol Vehicle (Unit 6505 Replacement)						
PRIORITY	37	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 32,044	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	32,044	-	-	-	-	\$ 32,044
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 32,044

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402007
PROJECT TITLE	Boat & Water Vehicle (Unit 6222 Replacement)						
PRIORITY	37	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Boat & Water Vehicle.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 39,924	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	39,924	-	-	-	-	\$ 39,924
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 39,924

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402008
PROJECT TITLE	Boat & Water - Boat (Unit 6081 Replacement)						
PRIORITY	37	START DATE	1/1/2020	END DATE	12/31/2020		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 34,670	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	34,670	-	-	-	-	\$ 34,670
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 34,670

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	2	DEPT	Sheriff			PROJ#	2402010
PROJECT TITLE	Mobile Crime Lab/Command Trailer						
PRIORITY	35	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	Purchase of new trailer to be used by investigations on major crime scenes.						
PURPOSE / JUSTIFICATION	The trailer would round out our ability to address all short term and long term emergency situations. Our Investigators mobile crime lab was decommissioned approx. 10 years ago and are in need of an on scene structure to work out of.						
FUTURE IMPACT ON OPERATING COSTS	Minimal increase in on-going maintenance.						
FUNDING SOURCE AND AMOUNT	Fund 2 Reserved & Designated						
	Other Agency				\$ 100,300		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	100,300	-	-	-	-	\$ 100,300
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 100,300

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff		PROJ#	2402101	
PROJECT TITLE	Patrol Vehicle (Unit 6421 Replacement)						
PRIORITY	37	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 32,845		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	32,845	-	-	-	\$ 32,845
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 32,845

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402102
PROJECT TITLE	Patrol Vehicle (Unit 6609 Replacement)						
PRIORITY	37	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 32,044	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	32,044	-	-	-	-	\$ 32,044
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 32,044

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402103
PROJECT TITLE	Patrol Vehicle (Unit 6610 Replacement)						
PRIORITY	37	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 32,845	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	32,845	-	-	-	\$ 32,845
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 32,845

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402104
PROJECT TITLE	Patrol Vehicle (Unit 6755 Replacement)						
PRIORITY	37	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 32,845	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	32,845	-	-	-	\$ 32,845
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 32,845

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402105
PROJECT TITLE	Investigator Vehicle (Unit 6448 Replacement)						
PRIORITY	37	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Investigator Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 45,229	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	45,229	-	-	-	\$ 45,229
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 45,229

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402106
PROJECT TITLE	Boat & Water Vehicle (Unit 6251 Replacement)						
PRIORITY	37	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Boat & Water Vehicle.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 40,992	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	40,992	-	-	-	\$ 40,992
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 40,992

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402107
PROJECT TITLE	Boat & Water - Boat (Unit 6781 Replacement)						
PRIORITY	37	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 75,382	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	75,382	-	-	-	\$ 75,382
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 75,382

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	2	DEPT	Sheriff			PROJ#	2402108
PROJECT TITLE	ATV (Unit 6961 Replacement)						
PRIORITY	37	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 16,100	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	16,100	-	-	-	\$ 16,100
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 16,100

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402109
PROJECT TITLE	ATV (Unit 6265 Replacement)						
PRIORITY	37	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 15,076	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	15,076	-	-	-	\$ 15,076
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 15,076

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff		PROJ#	2402110	
PROJECT TITLE	Microwave Path to Crosby						
PRIORITY	37	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Change link to Crosby from fiberoptic to microwaves						
PURPOSE / JUSTIFICATION	There have been a number of issues with the lease fiberoptic line to Crosby, and a microwave link would be more reliable and would use an existing link at Borden Lake.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 35,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq. & Software Over \$15K	-	-	35,000	-	-	-	\$ 35,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 35,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402111
PROJECT TITLE	EOC Video Wall						
PRIORITY	37	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Video Wall in the EOC Training Room						
PURPOSE / JUSTIFICATION	This wall will complement and tie into the current video wall located in the newly remodeled dispatching center. It will allow the sharing of real time information and situational awareness for command operations during critical incidence and training operations.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 75,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq. & Software Over \$15K	-	-	75,000	-	-	-	\$ 75,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 75,000

FORM A

323

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402113
PROJECT TITLE	Rifle Range Improvements						
PRIORITY	37	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Building and site improvements at the rifle range.						
PURPOSE / JUSTIFICATION	This funding will be used for building maintenance needs i.e. replacing end of life roofing. The Sheriff's Office is still battling water run off issues at the range. We would like to implement a solution consisting of culverts to redirect the water along with paving areas for vehicle and personnel traffic. We would like to finish the current septic by installing a drain field off the existing holding tank and install an audio/visual system in the class room for training purposes.						
FUTURE IMPACT ON OPERATING COSTS	Reduce repair and maintenance costs.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 62,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	-	-	62,000	-	-	-	\$ 62,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 62,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402114
PROJECT TITLE	Rifle Range Climate Protection						
PRIORITY	37	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	Install roofing structure of existing rifle range.						
PURPOSE / JUSTIFICATION	The final item the Sheriff's Office would like to install is a roofing structure over the pistol side of the range. The structure would provide two uses, one being a bullet barrier for accidental high fires along with shelter for personnel from inclement weather.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 85,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	-	-	85,000	-	-	-	\$ 85,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 85,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff		PROJ#	2402115	
PROJECT TITLE	Sheriff's Office Painting & Repair						
PRIORITY	37	START DATE	1/1/2021	END DATE	On-going		
DESCRIPTION / LOCATION	Annual amount to be allocated to upkeep of Sheriff's Office.						
PURPOSE / JUSTIFICATION	Maintain the Sheriff's Office to keep the building up to County Standards.						
FUTURE IMPACT ON OPERATING COSTS	Proactive maintenance helps to ensure facilities stay in mandated condition.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 120,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Repair & Maint. Serv	-	-	15,000	15,000	15,000	15,000	\$ 60,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Repair & Maint. Serv	15,000	15,000	15,000	15,000			\$ 60,000
GRAND TOTAL							\$ 120,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff		PROJ#	2402116	
PROJECT TITLE	Asphalt for the cold storage building at Highway						
PRIORITY	37	START DATE	1/1/2021	END DATE	12/31/2021		
DESCRIPTION / LOCATION	To asphalt the entrance to the cold storage facility at Highway						
PURPOSE / JUSTIFICATION	0						
FUTURE IMPACT ON OPERATING COSTS	0						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$	40,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	-	-	40,000	-	-	-	\$ 40,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 40,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402201
PROJECT TITLE	Court metal detector and x-ray machine						
PRIORITY	37	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	Replace existing machines						
PURPOSE / JUSTIFICATION	Current machines are 4 years old. Life expectancy estimated to be another 4 years.						
FUTURE IMPACT ON OPERATING COSTS	None						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 15,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Furn. & Eq. Other Under \$15K	-	-	-	15,000	-	-	\$ 15,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Furn. & Eq. Other Under \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 15,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff		PROJ#	2402202	
PROJECT TITLE	Patrol Vehicle (Unit 6502 Replacement)						
PRIORITY	37	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 33,666		
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	33,666	-	-	\$ 33,666
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 33,666

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402203
PROJECT TITLE	Patrol Vehicle (Unit 6419 Replacement)						
PRIORITY	37	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 32,845	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	32,845	-	-	-	\$ 32,845
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 32,845

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402204
PROJECT TITLE	Patrol Vehicle (Unit 6501 Replacement)						
PRIORITY	37	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 33,666	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	33,666	-	-	\$ 33,666
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 33,666

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff		PROJ#	2402205	
PROJECT TITLE	Patrol Vehicle (Unit 6607 Replacement)						
PRIORITY	37	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 33,666		
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	33,666	-	-	\$ 33,666
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 33,666

FORM A

333

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402207
PROJECT TITLE	Administration Vehicle (Unit 6352 Replacement)						
PRIORITY	37	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 46,360	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	46,360	-	-	\$ 46,360
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 46,360

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402208
PROJECT TITLE	Boat & Water - Boat (Unit 6981 Replacement)						
PRIORITY	37	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 77,267	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	77,267	-	-	\$ 77,267
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 77,267

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402210
PROJECT TITLE	System Redundancy						
PRIORITY	37	START DATE	1/1/2022	END DATE	12/31/2023		
DESCRIPTION / LOCATION	Provide for continuity of operations for public safety in the event current servers become inoperable						
PURPOSE / JUSTIFICATION	Public Safety needs to know that there is a plan in place to insure continuity of operations should an event (natural or man-made) cause current servers to be brought down. Systems such as LETG are mission critical. Redundant servers are necessary and need to have some physical distance between them to help increase our likelihood of success when the need arises.						
FUTURE IMPACT ON OPERATING COSTS	Uncertain						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 1,000,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	500,000	500,000	-	\$ 1,000,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 1,000,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402211
PROJECT TITLE	Microwave Radio Replacement						
PRIORITY	37	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	Replacement of Microwave Links						
PURPOSE / JUSTIFICATION	The manufacturer of the microwave equipment has gone out of business. Although there are companies that would repair the existing equipment, an upgrade would significantly reduce repair costs if the microwave radios go down.						
FUTURE IMPACT ON OPERATING COSTS	Reduced repair and maintenance on older equipment.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 65,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	65,000	-	-	\$ 65,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 65,000

FORM A

338

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402302
PROJECT TITLE	Patrol Vehicle (Unit 6722 Replacement)						
PRIORITY	37	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 34,508	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	34,508	-	\$ 34,508
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 34,508

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402303
PROJECT TITLE	Patrol Vehicle (Transport Replacement)						
PRIORITY	37	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 34,508	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	34,508	-	\$ 34,508
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 34,508

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402304
PROJECT TITLE	Administration Vehicle (Unit 6536 Replacement)						
PRIORITY	37	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Investigator Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 47,519	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	47,519	-	\$ 47,519
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 47,519

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402305
PROJECT TITLE	Boat & Water (Unit 6788 Replacement)						
PRIORITY	37	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Boat & Water Vehicle.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 42,994	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	42,994	-	\$ 42,994
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 42,994

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402306
PROJECT TITLE	Boat & Water - Trailer (Unit 6365 Replacement)						
PRIORITY	37	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 16,971	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	16,971	-	\$ 16,971
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 16,971

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402307
PROJECT TITLE	Boat & Water - Boat (Unit 6685 Replacement)						
PRIORITY	37	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 37,336	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	37,336	-	\$ 37,336
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 37,336

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402308
PROJECT TITLE	Boat & Water - PWC (Unit 6282 Replacement)						
PRIORITY	37	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 12,445	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	12,445	-	\$ 12,445
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 12,445

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402309
PROJECT TITLE	ATV (Unit 6366 Replacement)						
PRIORITY	37	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 15,839	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	15,839	-	\$ 15,839
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 15,839

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402310
PROJECT TITLE	Snowmobile (Unit 6367 Replacement)						
PRIORITY	37	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 15,839	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	15,839	-	\$ 15,839
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 15,839

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402311
PROJECT TITLE	Snowmobile (Unit 6368 Replacement)						
PRIORITY	37	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 15,839	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	15,839	-	\$ 15,839
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 15,839

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff		PROJ#	2402313	
PROJECT TITLE	Law Enforcement Software conversion						
PRIORITY	37	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	Replacement of existing software system used by all Law Enforcement in Crow Wing County.						
PURPOSE / JUSTIFICATION	LETG (our existing system) was purchased in Nov 2015 by Zuercher technologies. Vendor has indicated that development on existing system will not continue beyond that which is required .						
FUTURE IMPACT ON OPERATING COSTS	There will be on-going costs related to service/licensing agreements for the various software/applications. On-going operating costs not yet fully identified.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 750,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	-	750,000	-	\$ 750,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 750,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	Bonding	DEPT	Sheriff	PROJ#	2402314		
PROJECT TITLE	Climate Control Storage & Land Acquisition						
PRIORITY	37	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	Land Acquisition and building climate controlled storage facility.						
PURPOSE / JUSTIFICATION	This has been an ongoing need and discussion reference a climate controlled storage facility located somewhere on campus. Or the acquisition of land adjacent to the campus for the purpose of constructing a storage facility. Currently the Sheriff's Office rents three buildings, Tactical Team Garage, Bomb Squad Garage and a general storage garage, all off campus. The idea behind this facility would be to house the above mentioned divisions along with our Boat & Water Division and Command Vehicles. Currently these divisions and vehicles are stored in five different locations. Having a combined facility on campus would decrease response time for critical incidence. It would increase efficiency in respect to employee time and asset management along with eliminating ongoing cost of current rental space						
FUTURE IMPACT ON OPERATING COSTS	Changes to operating costs minimal if any.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance		\$	3,500,000			
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	-	-	-	-	3,500,000	-	\$ 3,500,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 3,500,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	24023142
PROJECT TITLE	IP Base Network						
PRIORITY	37	START DATE	1/1/2023	END DATE	12/31/2023		
DESCRIPTION / LOCATION	Upgrade to IP Based Network						
PURPOSE / JUSTIFICATION	MNDOT has upgraded a number of their simulcast ARMER systems to an IP based network from the current circuit based network. This is to prepare the route of upgrading their microwave network to be IP based as well. When this happens, we would need to upgrade our current circuit based simulcast paging system.						
FUTURE IMPACT ON OPERATING COSTS	Changes to operating costs minimal if any.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 60,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	-	60,000	-	\$ 60,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 60,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402401
PROJECT TITLE	Patrol Vehicle						
PRIORITY	37	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 35,371	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	35,371	\$ 35,371
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 35,371

FORM A

353

FORM A

354

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff				PROJ#	24024023
PROJECT TITLE	Patrol Vehicle							
PRIORITY	37	START DATE		1/1/2024	END DATE		12/31/2024	
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.							
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.							
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.							
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund							
	Fund Balance				\$ 36,255			
CURRENT								2019 - 2024
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL	
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -	
								2025 - 2028
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL	
Vehicle & Machinery Over \$15K	36,255	-	-	-			\$ 36,255	
GRAND TOTAL							\$ 36,255	

FORM A

356

FORM A

357

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402404
PROJECT TITLE	Patrol Vehicle (Transport Replacement)						
PRIORITY	37	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 35,371	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	35,371	\$ 35,371
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 35,371

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402405
PROJECT TITLE	Investigation Vehicle (Unit 6346 Replacement)						
PRIORITY	37	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 48,707	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	48,707	\$ 48,707
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 48,707

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402406
PROJECT TITLE	Investigation Vehicle (Unit 6524 Replacement)						
PRIORITY	37	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 48,707	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	48,707	\$ 48,707
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 48,707

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402407
PROJECT TITLE	Boat & Water Vehicle (Unit 6453 Replacement)						
PRIORITY	37	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 44,068	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	44,068	\$ 44,068
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 44,068

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402408
PROJECT TITLE	Boat & Water - Boat (Unit 6483 Replacement)						
PRIORITY	37	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 38,270	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	38,270	\$ 38,270
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 38,270

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402409
PROJECT TITLE	Drone Replacement						
PRIORITY	37	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	Replacement of four drones currently in service.						
PURPOSE / JUSTIFICATION	Replacement of our four drones that are currently in service since 2017.						
FUTURE IMPACT ON OPERATING COSTS	Reduce repair and maintenance costs.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 87,500	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	-	-	87,500	\$ 87,500
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Comp. Eq. & Software Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 87,500

FORM A

364

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402504
PROJECT TITLE	Administration Vehicle (Unit 6221 Replacement)						
PRIORITY	37	START DATE	1/1/2025	END DATE	12/31/2025		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 49,925	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	49,925	-	-	-			\$ 49,925
GRAND TOTAL							\$ 49,925

FORM A

366

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402506
PROJECT TITLE	Investigation Vehicle (Unit 6449 Replacement)						
PRIORITY	37	START DATE	1/1/2025	END DATE	12/31/2025		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 49,925	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	49,925	-	-	-			\$ 49,925
GRAND TOTAL							\$ 49,925

FORM A

368

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402602
PROJECT TITLE	Patrol Vehicle						
PRIORITY	37	START DATE	1/1/2026	END DATE	12/31/2026		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 37,161	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	37,161	-	-			\$ 37,161
GRAND TOTAL							\$ 37,161

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402603
PROJECT TITLE	Patrol Vehicle						
PRIORITY	37	START DATE	1/1/2026	END DATE	12/31/2026		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 37,161	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	37,161	-	-			\$ 37,161
GRAND TOTAL							\$ 37,161

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402604
PROJECT TITLE	Patrol Vehicle						
PRIORITY	37	START DATE	1/1/2026	END DATE	12/31/2026		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 37,161	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	37,161	-	-			\$ 37,161
GRAND TOTAL							\$ 37,161

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402607
PROJECT TITLE	Tac Team Vehicle (Unit 833 Replacement)						
PRIORITY	37	START DATE	1/1/2026	END DATE	12/31/2026		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 53,491		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	53,491	-	-	-			\$ 53,491
GRAND TOTAL							\$ 53,491

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402608
PROJECT TITLE	Investigation Vehicle (Unit 6345 Replacement)						
PRIORITY	37	START DATE	1/1/2026	END DATE	12/31/2026		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 51,173	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	51,173	-	-			\$ 51,173
GRAND TOTAL							\$ 51,173

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402609
PROJECT TITLE	Boat & Water - Trailer (Unit 6686 Replacement)						
PRIORITY	37	START DATE	1/1/2026	END DATE	12/31/2026		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 18,276	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	18,276	-	-			\$ 18,276
GRAND TOTAL							\$ 18,276

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402610
PROJECT TITLE	Boat & Water - Boat (Unit 6584 Replacement)						
PRIORITY	37	START DATE	1/1/2026	END DATE	12/31/2026		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 73,104	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	73,104	-	-			\$ 73,104
GRAND TOTAL							\$ 73,104

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402611
PROJECT TITLE	Boat & Water - PWC (Unit 6687 Replacement)						
PRIORITY	37	START DATE	1/1/2026	END DATE	12/31/2026		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 13,402		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	13,402	-	-			\$ 13,402
GRAND TOTAL							\$ 13,402

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402701
PROJECT TITLE	Patrol Vehicle (Unit 6723 Replacement)						
PRIORITY	37	START DATE	1/1/2027	END DATE	12/31/2027		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 38,090	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	38,090	-			\$ 38,090
GRAND TOTAL							\$ 38,090

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402702
PROJECT TITLE	Patrol Vehicle						
PRIORITY	37	START DATE	1/1/2027	END DATE	12/31/2027		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 38,090	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	38,090	-			\$ 38,090
GRAND TOTAL							\$ 38,090

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402703
PROJECT TITLE	Patrol Vehicle						
PRIORITY	37	START DATE	1/1/2027	END DATE	12/31/2027		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 38,090	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	38,090	-			\$ 38,090
GRAND TOTAL							\$ 38,090

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402704
PROJECT TITLE	Patrol Vehicle						
PRIORITY	37	START DATE	1/1/2027	END DATE	12/31/2027		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 38,090	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	38,090	-			\$ 38,090
GRAND TOTAL							\$ 38,090

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402707
PROJECT TITLE	Administration Vehicle (Unit 6233 Replacement)						
PRIORITY	37	START DATE	1/1/2027	END DATE	12/31/2027		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 52,452	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	52,452	-			\$ 52,452
GRAND TOTAL							\$ 52,452

FORM A

382

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402801
PROJECT TITLE	Patrol Vehicle (Unit 6612 Replacement)						
PRIORITY	37	START DATE	1/1/2028	END DATE	12/31/2028		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 39,043	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	39,043			\$ 39,043
GRAND TOTAL							\$ 39,043

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff	PROJ#	2402802		
PROJECT TITLE	Patrol Vehicle (Unit 6724 Replacement)						
PRIORITY	37	START DATE	1/1/2028	END DATE	12/31/2028		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance			\$ 39,043			
CURRENT						2019 - 2024	
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
						2025 - 2028	
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	39,043			\$ 39,043
GRAND TOTAL							\$ 39,043

FORM A

385

FORM A

386

FORM A

387

FORM A

388

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2402807
PROJECT TITLE	Command Trailer 6163						
PRIORITY	43	START DATE	1/1/2028	END DATE	12/31/2028		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 25,000	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	25,000			\$ 25,000
GRAND TOTAL							\$ 25,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	24028072
PROJECT TITLE	Boat & Water Vehicle						
PRIORITY	37	START DATE	1/1/2028	END DATE	12/31/2028		
DESCRIPTION / LOCATION	On-going replacement/rotation of all emergency response vehicles for the Crow Wing County Sheriff's Office. This project represents the purchase of a replacement for 1 Patrol Squad.						
PURPOSE / JUSTIFICATION	The CWC Sheriff's Office has an established policy for replacement of their emergency vehicles. Vehicles are categorized as "Pursuit Rated" or "Non Pursuit Rated" for this purpose. The general policy is as follows: Pursuit Rated -- 3 yr. life expectancy -- Target replacement 100,000 miles --- This category is primarily our patrol vehicles. Non Pursuit Rated -- 6 yr. life expectancy -- Target replacement 100,000 miles --- This category includes administrative, investigative, special units and Boat and Water vehicles. The ability to respond safely to all calls is the primary justification for this policy. Older vehicles with high miles are not as safe or as reliable and require greater funding for repair and maintenance. The Sheriff's Office receives grant funding for overtime shifts related to Toward Zero Death (TZD) enforcement. Some of these assignments require unmarked squads.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance					\$ 48,643	
	CURRENT						
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Vehicle & Machinery Over \$15K	-	-	-	-	-	-	\$ -
	2025 - 2028						
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Vehicle & Machinery Over \$15K	-	-	-	48,643			\$ 48,643
GRAND TOTAL							\$ 48,643

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff			PROJ#	2501901	
PROJECT TITLE	Jail pod painting & repair							
PRIORITY	37	START DATE	1/1/2018	END DATE	On-going			
DESCRIPTION / LOCATION	Annual amount for painting of Jail pods.							
PURPOSE / JUSTIFICATION	Maintain the jail facility with DOC expectation and County standards.							
FUTURE IMPACT ON OPERATING COSTS	Proactive maintenance helps to ensure facilities stay in mandated condition.							
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund							
	Fund Balance					\$ 300,000		
CURRENT								
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL	
Building Repair & Maint. Serv	30,000	30,000	30,000	30,000	30,000	30,000	\$ 180,000	
2025 - 2028								
ACCOUNT DESCRIPTION	2025	2026	2027	2028				TOTAL
Building Repair & Maint. Serv	30,000	30,000	30,000	30,000				\$ 120,000
GRAND TOTAL							\$ 300,000	

FORM A

392

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff		PROJ#	2502101	
PROJECT TITLE	Jail Appliance Replacement						
PRIORITY	42	START DATE	1/1/2021	END DATE	On-going		
DESCRIPTION / LOCATION	Three year rotation for appliance replacement.						
PURPOSE / JUSTIFICATION	Equipment used in the jail for laundry and kitchen services needs to be able to service increasing population. Request is to supplement and replace existing appliances. Those still in service will continue to be used and repaired as needed with facilities taking care of the preventative maintenance.						
FUTURE IMPACT ON OPERATING COSTS	Reduced repair and maintenance on older machines						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 225,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Repair & Maint. Serv	-	-	75,000	-	-	75,000	\$ 150,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Repair & Maint. Serv	-	-	75,000	-			\$ 75,000
GRAND TOTAL							\$ 225,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	43	DEPT	Sheriff		PROJ#	2502201	
PROJECT TITLE	Jail Body Scanner						
PRIORITY	37	START DATE	1/1/2022	END DATE	12/31/2022		
DESCRIPTION / LOCATION	Full body scanner that detects contraband on or in the body itself.						
PURPOSE / JUSTIFICATION	We are experiencing high levels of drugs and other contraband entering the facility in body cavities that we are unable to detect with normal search techniques.						
FUTURE IMPACT ON OPERATING COSTS	Less staff time needed for searches and lower medical costs for hospital cavity searches.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance				\$ 200,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Furn. & Eq. Other Over \$15K	-	-	-	200,000	-	-	\$ 200,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Furn. & Eq. Other Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 200,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	Bonding	DEPT	Sheriff	PROJ#	2502501		
PROJECT TITLE	Jail Pods						
PRIORITY	39	START DATE	1/1/2025	END DATE	12/31/2026		
DESCRIPTION / LOCATION	Build two additional pods.						
PURPOSE / JUSTIFICATION	This request would be building two additional pods to the jail facility. One of the pods would be for housing additional prisoners. The second building would be built as a split with a portion being dedicated as a detention facility while the other portion of the building being a detox or mental health facility. The need for both facilities has consistently been on the rise every year. The increase of offenders means a drastic increase in cost associated with the transporting and housing these individuals in other facilities outside the county.						
FUTURE IMPACT ON OPERATING COSTS	Maintenance costs are kept at a reasonable amount - Projected expenses do not include any cost considerations related to inflation.						
FUNDING SOURCE AND AMOUNT	Capital Improvement Projects Fund						
	Fund Balance		\$	25,000,000			
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	12,500,000	12,500,000	-	-			\$ 25,000,000
GRAND TOTAL							\$ 25,000,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	18	DEPT	Solid Waste (Non-Landfill)			PROJ#	5201901
PROJECT TITLE	Phase II Demo closure						
PRIORITY	40	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Closure of Phase II Construction						
PURPOSE / JUSTIFICATION	To comply with the Landfill permit						
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in Demo Landfill						
FUNDING SOURCE AND AMOUNT	Solid Waste Non-Landfill Fund						
	Fund Balance				\$ 50,430		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	50,430	-	-	-	-	-	\$ 50,430
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 50,430

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	18	DEPT	Solid Waste (Non-Landfill)			PROJ#	5201902
PROJECT TITLE	Phase II Demo closure Oversight						
PRIORITY	40	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Construction Oversight						
PURPOSE / JUSTIFICATION	Phase II Closure Construction Oversight						
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in Demo Landfill						
FUNDING SOURCE AND AMOUNT	Solid Waste Non-Landfill Fund						
	Fund Balance					\$ 58,500	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Consulting Fee	58,500	-	-	-	-	-	\$ 58,500
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Consulting Fee	-	-	-	-			\$ -
GRAND TOTAL							\$ 58,500

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	18	DEPT	Solid Waste (Non-Landfill)			PROJ#	5201903
PROJECT TITLE	Cell 1/2 Closure Construction Oversight						
PRIORITY	40	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Construction Oversight						
PURPOSE / JUSTIFICATION	Cell 1/2 Closure Construction Oversight						
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in MMSW Landfill						
FUNDING SOURCE AND AMOUNT	Solid Waste Non-Landfill Fund						
	Fund Balance				\$ 140,610		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Consulting Fee	140,610	-	-	-	-	-	\$ 140,610
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Consulting Fee	-	-	-	-			\$ -
GRAND TOTAL							\$ 140,610

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	18	DEPT	Solid Waste (Non-Landfill)			PROJ#	5201904
PROJECT TITLE	Cell 1/2 Closure Construction						
PRIORITY	40	START DATE	1/1/2019	END DATE	12/31/2019		
DESCRIPTION / LOCATION	Closure of Cell 1/2 Construction						
PURPOSE / JUSTIFICATION	To comply with the Landfill permit						
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in MMSW Landfill						
FUNDING SOURCE AND AMOUNT	Solid Waste Non-Landfill Fund						
	Fund Balance				\$ 700,000		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	700,000	-	-	-	-	-	\$ 700,000
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 700,000

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	18	DEPT	Solid Waste (Non-Landfill)			PROJ#	5202203																
PROJECT TITLE	Forlift Replacement																						
PRIORITY	39	START DATE	1/1/2022	END DATE	12/31/2022																		
DESCRIPTION / LOCATION	Replace Forklift																						
PURPOSE / JUSTIFICATION								Replace Unit# 5641															
FUTURE IMPACT ON OPERATING COSTS	Reduced Maintenance Costs																						
FUNDING SOURCE AND AMOUNT								<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Solid Waste Non-Landfill Fund</td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 20%;"></td> </tr> <tr> <td>Fund Balance</td> <td></td> <td>\$</td> <td>75,000</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>							Solid Waste Non-Landfill Fund				Fund Balance		\$	75,000	
Solid Waste Non-Landfill Fund																							
Fund Balance		\$	75,000																				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">CURRENT YEAR</th> <th style="width: 10%;">2020</th> <th style="width: 10%;">2021</th> <th style="width: 10%;">2022</th> <th style="width: 10%;">2023</th> <th style="width: 10%;">2024</th> <th style="width: 10%;">2019 - 2024 TOTAL</th> </tr> </thead> <tbody> <tr> <td>Furn. & Eq. Other Over \$15K</td> <td>-</td> <td>-</td> <td>-</td> <td>75,000</td> <td>-</td> <td>-</td> <td>\$ 75,000</td> </tr> </tbody> </table>									CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL	Furn. & Eq. Other Over \$15K	-	-	-	75,000	-	-	\$ 75,000
	CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL																
Furn. & Eq. Other Over \$15K	-	-	-	75,000	-	-	\$ 75,000																
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 10%;">2025</th> <th style="width: 10%;">2026</th> <th style="width: 10%;">2027</th> <th style="width: 10%;">2028</th> <th style="width: 10%;"></th> <th style="width: 10%;">2025 - 2028 TOTAL</th> </tr> </thead> <tbody> <tr> <td>Furn. & Eq. Other Over \$15K</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td></td> <td>\$ -</td> </tr> </tbody> </table>									2025	2026	2027	2028		2025 - 2028 TOTAL	Furn. & Eq. Other Over \$15K	-	-	-	-		\$ -		
	2025	2026	2027	2028		2025 - 2028 TOTAL																	
Furn. & Eq. Other Over \$15K	-	-	-	-		\$ -																	
GRAND TOTAL						\$ 75,000																	

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	18	DEPT	Solid Waste (Non-Landfill)			PROJ#	5202401
PROJECT TITLE	Cell 3/4 Closure Construction						
PRIORITY	45	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	Plans and Spec Cell 3/4 Closure						
PURPOSE / JUSTIFICATION	Closure of Cells 3/4						
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in MMSW Landfill						
FUNDING SOURCE AND AMOUNT	Solid Waste Non-Landfill Fund						
	Fund Balance					\$ 191,600	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Consulting Fee	-	-	-	-		191,600	\$ 191,600
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Consulting Fee	-	-	-	-			\$ -
GRAND TOTAL							\$ 191,600

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	18	DEPT	Solid Waste (Non-Landfill)			PROJ#	5202402
PROJECT TITLE	Phase II Demo Closure Oversight						
PRIORITY	45	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	Closure Oversight for Phase II						
PURPOSE / JUSTIFICATION							
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in Demo Landfill						
FUNDING SOURCE AND AMOUNT	Solid Waste Non-Landfill Fund						
	Fund Balance				\$ 71,170		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Consulting Fee	-	-	-	-	-	71,170	\$ 71,170
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Consulting Fee	-	-	-	-			\$ -
GRAND TOTAL							\$ 71,170

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	18	DEPT	Solid Waste (Non-Landfill)			PROJ#	5202403
PROJECT TITLE	Phase II Demo Closure Construction						
PRIORITY	45	START DATE	1/1/2024	END DATE	12/31/2024		
DESCRIPTION / LOCATION	Closure of Phase II Demo						
PURPOSE / JUSTIFICATION							
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in Demo Landfill						
FUNDING SOURCE AND AMOUNT	Solid Waste Non-Landfill Fund						
	Fund Balance				\$ 77,540		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	-	-	-	-	-	77,540	\$ 77,540
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	-	-	-	-			\$ -
GRAND TOTAL							\$ 77,540

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	18	DEPT	Solid Waste (Non-Landfill)			PROJ#	5202501
PROJECT TITLE	Cell 3/4 Construction Oversight						
PRIORITY	40	START DATE	1/1/2025	END DATE	12/31/2025		
DESCRIPTION / LOCATION	Construction Oversight						
PURPOSE / JUSTIFICATION	Cell 3/4 Closure Construction Oversight						
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in MMSW Landfill						
FUNDING SOURCE AND AMOUNT	Solid Waste Non-Landfill Fund						
	Fund Balance				\$ 177,920		
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Consulting Fee	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Consulting Fee	177,920	-	-	-			\$ 177,920
GRAND TOTAL							\$ 177,920

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	18	DEPT	Solid Waste (Non-Landfill)			PROJ#	5202502
PROJECT TITLE	Cell 3/4 Closure Construction						
PRIORITY	40	START DATE	1/1/2025	END DATE	12/31/2025		
DESCRIPTION / LOCATION	Closure of Cell 3/4 Construction						
PURPOSE / JUSTIFICATION	To comply with the Landfill permit						
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in MMSW Landfill						
FUNDING SOURCE AND AMOUNT	Solid Waste Non-Landfill Fund						
	Fund Balance					\$ 950,000	
CURRENT							
ACCOUNT DESCRIPTION	YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Building Acq/Imp Over \$15K	-	-	-	-	-	-	\$ -
2025 - 2028							
ACCOUNT DESCRIPTION	2025	2026	2027	2028			TOTAL
Building Acq/Imp Over \$15K	950,000	-	-	-			\$ 950,000
GRAND TOTAL							\$ 950,000

FORM A

406

**CROW WING COUNTY
CAPITAL IMPROVEMENT PLAN
CAPITAL PROJECT REQUEST FORM**

FORM A

FUND	50	DEPT	Solid Waste (Non-Landfill)			PROJ#	52002301	
PROJECT TITLE	Phase II Plans and Specs							
PRIORITY	40	START DATE	1/1/2023	END DATE	12/31/2023			
DESCRIPTION / LOCATION	Plans and Spec Phase II Closure							
PURPOSE / JUSTIFICATION	Closure of Phase II Demo							
FUTURE IMPACT ON OPERATING COSTS	Continuation of operations in Demolition Landfill							
FUNDING SOURCE AND AMOUNT	Landfill							
	Fund Balance				\$ 95,410			
ACCOUNT DESCRIPTION		CURRENT YEAR	2020	2021	2022	2023	2024	2019 - 2024 TOTAL
Consulting Fee		-	-	-	-	95,410	-	\$ 95,410
ACCOUNT DESCRIPTION		2025	2026	2027	2028			2025 - 2028 TOTAL
Consulting Fee		-	-	-	-			\$ -
GRAND TOTAL								\$ 95,410



Highway Improvement Plan



CSAH 11 Resurfacing

Adopted 4/10/18

Table of Contents



<u>Description</u>	<u>Page</u>
Purpose of Highway Improvement Plan (HIP)	3
Responsibilities and Roadway Descriptions	4
Primary Funding Sources	5
2018-2022 Highway Improvement Plan Summary	7
2018-2022 Project Summary Map	8
Crow Wing County Ride Quality Index Summary Map	9
Average Daily Traffic Distribution Map	10
Summary of Changes Since Last HIP	11
2018 Program Map and Detailed Description	12
2019 Program Map and Detailed Description	14
2020 Program Map and Detailed Description	16
2021 Program Map and Detailed Description	18
2022 Program Map and Detailed Description	20
2018-2022 County Gravel Road Project Summary and Detail	22
2023+ Program Map and Detailed Description	24
First Assessment District 2018-2022 Project Summary Map	26
First Assessment District Ride Quality Index Summary Map	27
First & Second Assessment District 2018-2022 Project Detail	28
Second Assessment District 2018-2022 Project Summary Map	31
2018-2022 First Assessment District Graveling Plan	32
Pavement Condition Ratings	34
Roadway Improvement Priority	35
2018 CSAH Priority List	36
2018 CR Priority List	37
Roadway Improvement Deferments	38
Deferment Elimination Progress	39
2016-2025 Sales Tax Implementation Plan	40
2016-2020 Sales Tax Project Summary	42
Roadway Functional Classification Map	43
Bridge Priority Map and Detailed Lists	44
Contact Information	48
Commissioner District Map	49

Purpose of Highway Improvement Plan (HIP)



Purpose

The primary purpose of the HIP is to provide a mid range planning document that can easily be shared with the public allowing both the residents and visitors of Crow Wing County to plan for future roadway improvements. It also is intended to provide a transparent method to relay how roadway improvement priorities are established and how limited roadway funding is utilized.

Each HIP also includes a yearly report on the condition of the County roadway system and its performance compared to established performance targets related to ride quality. Each HIP also contains a priority listing of county, township, and municipal bridges that are in need of rehabilitation or replacement.

Responsibilities and Roadway Descriptions



Responsibilities

The Crow Wing County Highway Department is responsible for the maintenance and administration of over 600 miles of county roads, secondary roads and 84 bridges. This includes activities such as engineering design, construction management, signing, and routine maintenance of all kinds (snowplowing, patching potholes, crack sealing, mowing roadsides, cleaning culverts, etc).

Roadway Descriptions

The county roadway system is comprised of two different categories. There are about 380 miles of County State Aid Highways (CSAH) which are supported by the Minnesota Highway Users Tax Distribution Fund. This is made up primarily of gas tax and vehicle license or registration fees. There are about 180 miles of County Roads (CR) which are supported entirely by local property taxes. This is referred to as the County Road & Bridge Levy.

In Crow Wing County, the County State Aid Highways (CSAH) are identified by one and two digit numbers, such as CSAH 1 between Pine River and Emily, or CSAH 11 from Pequot Lakes to Breezy Point. The County Roads (CR) are identified by three digit numbers such as CR 142 located near the County Highway Department complex.

In addition to CSAHs and CRs, the Crow Wing County Highway Department is responsible for the construction and maintenance of about 60 miles of township level roadways. These are primarily located in the unorganized territories that make up the First and Second Assessment Districts. In these areas, the County acts as the road authority in the absence of an organized Township Board. Where appropriate, this five-year Highway Improvement Plan incorporates planned roadway improvements in these areas.

Primary Funding Sources



Federal Funds – Funds assigned to projects through federal transportation legislation, federally sponsored safety programs or other special federal programs.

State Aid (SA) Funds (Regular) – Annual allocation to the county from state gas tax and vehicle license or registration fees. Regular SA funds may be utilized for any element related to roadway construction or rehabilitation on the CSAH system. These funds may not be used on the CR system.

State Aid (SA) Funds (Municipal) – Annual allocation to the county from state gas tax and vehicle license or registration fees. Municipal SA funds are designated to be utilized for any element related to roadway construction or rehabilitation on the CSAH system located within the established boundaries of a municipality. These funds may not be used on the CR system or in areas outside of a municipality.

County Road and Bridge Levy - Funds generated directly from Crow Wing County tax revenue. These levy funds are primarily intended to maintain the CR system but may also be used to supplement other funding sources.

Local Option Sales Tax – In late 2015 the Crow Wing County Board authorized the implementation of a ½ percent county-wide sales tax. State statute stipulates revenue generated from this tax is to be dedicated to fund specific transportation related projects. County Board resolution 2015-68 further stipulates the tax will end December 31, 2025 or when all of the identified projects are funded; whichever occurs first. Please refer to pages 40 and 41 for maps depicting projects authorized for sales tax expenditures.

Primary Funding Sources



First Assessment District (FAD) Road and Bridge Levy - Funds generated directly from township level tax revenue. These funds are designated to be utilized for any element related to roadway construction or rehabilitation within the FAD only. These funds are not intended to be used on the CR or CSAH system.

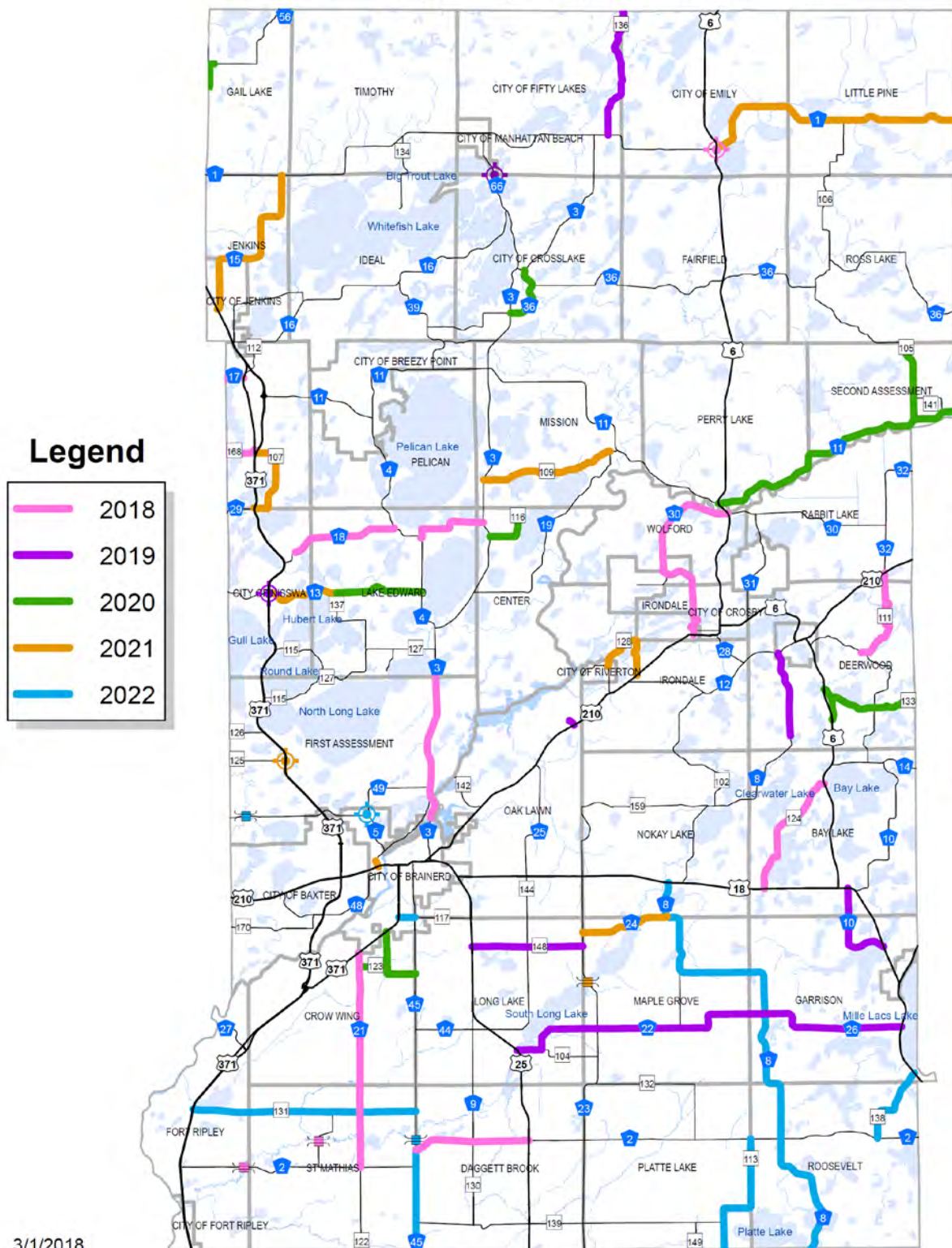
Bridge Bonding – Funding allocated by State legislative action to complete specific bridge construction projects on any County, Township or Municipal roadway within the County. Bridge bonding is normally only allocated after a complete set of bridge design plans has been developed.



- 113 Miles County State Aid Highway (1 & 2 Digit Roads)
- 64 Miles County Roads (3 Digit Roads)
- 12 Miles First Assessment District Roads
- 86 Miles Funded by Sales Tax

CROW WING COUNTY

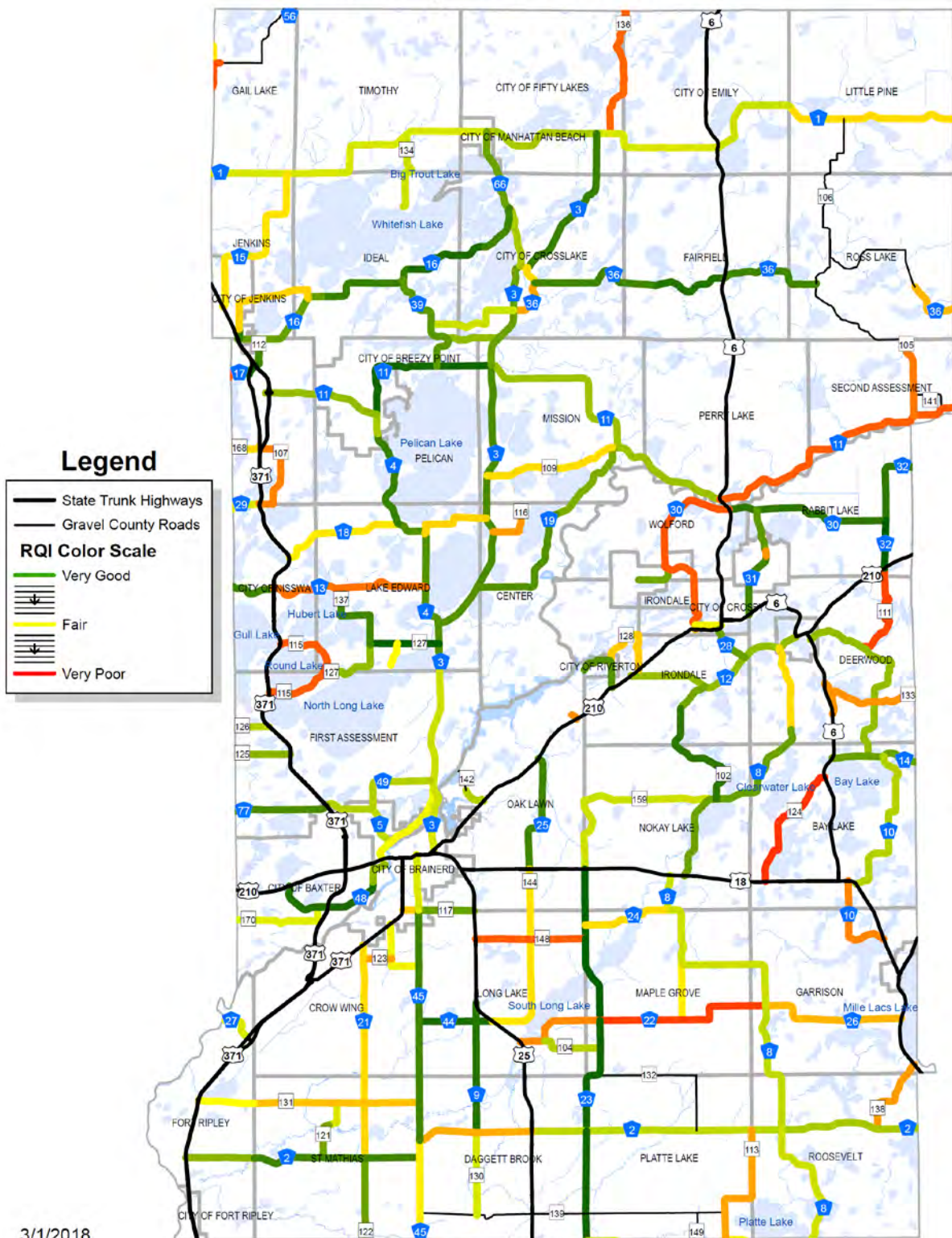
2018-2022 Highway Improvement Plan



Map by Crow Wing County Highway Department.
For Questions or Information Contact County Hwy. Dept. at 218-824-1110.
For Information on State highways Contact MnDOT at 218-828-5700.

3/1/2018

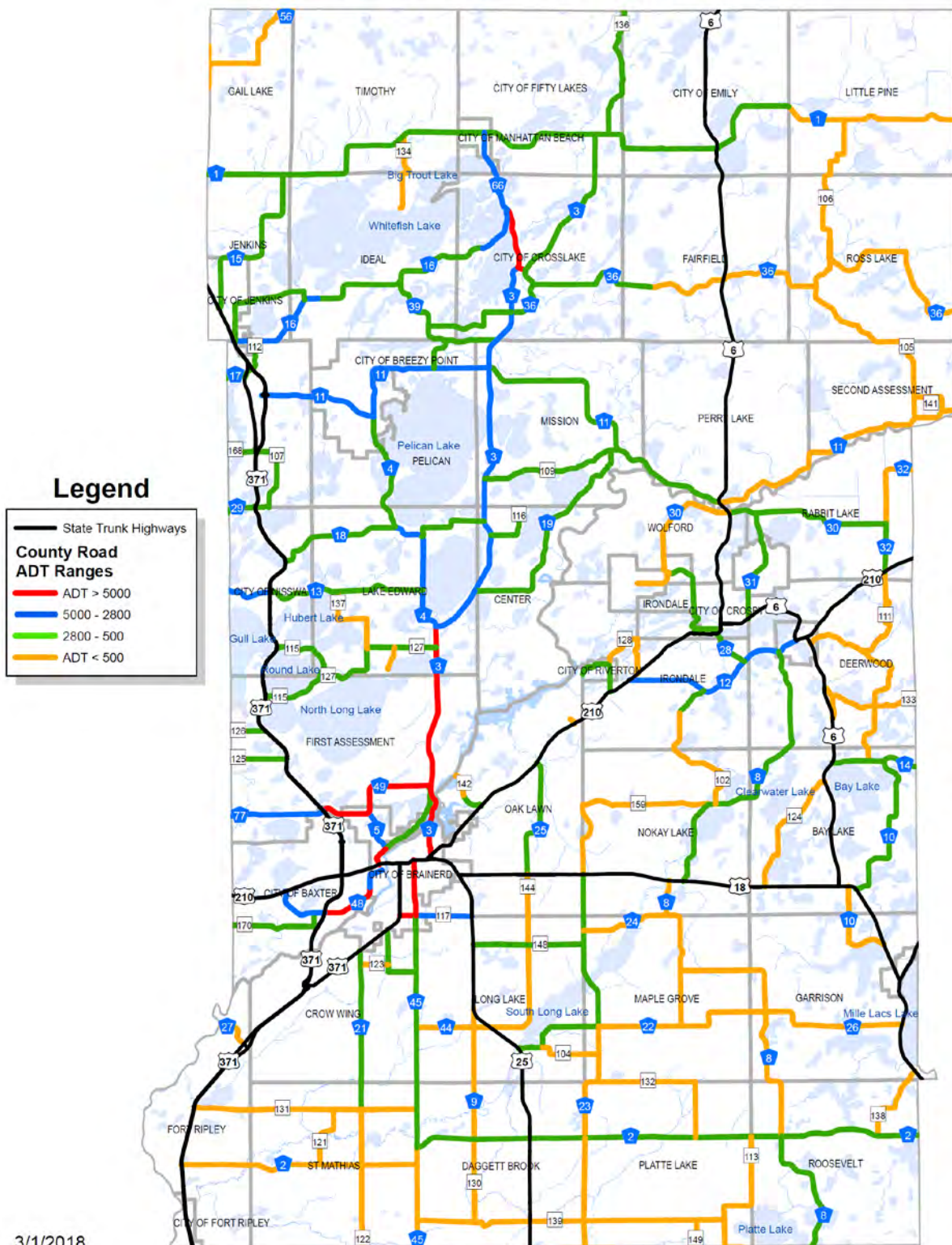
CROW WING COUNTY RIDE QUALITY INDEX



Map by Crow Wing County Highway Department.
For Questions or Information Contact County Hwy. Dept. at 218-824-1110.
For Information on State highways Contact MnDOT at 218-828-5700.

3/1/2018

CROW WING COUNTY AVERAGE DAILY TRAFFIC RANGES



3/1/2018

SUMMARY OF CHANGES SINCE LAST HIP

PROPOSED 2018 PROGRAM

2018 RESURFACING

CR 112	18-112-02	Resurfacing from TH 371 to CSAH 16	Removed - Completed in 2017
CR 145	18-145-02	Feasibility Study from Veteran's St. to CSAH 16 east	Added to Perform Joint Project with City of Jenkins

2018 OTHER PROJECTS

SPRA	18-600-32	Garrison State Park Project	Moved from 2017 - Archaeological Issues to Address

2018 ENGINEERING

CSAH 13	018-013-000	CSAH 13/TH 371 Intersection Improvements	Added as Part of 2021 Reconstruction Project

PROPOSED 2019 PROGRAM

2019 RESURFACING

CSAH 8	018-608-011	Resurfacing from 7.7 mi. N. of TH 18 to CSAH 12	Moved up from 2020
CR 147	18-147-000	Resurfacing at Entrance to County Landfill	Added to take Advantage of MnDOT TH 210 Project

2019 SPOT IMPROVEMENTS

CSAH 13	013-613-000	CSAH 13/TH 371 Intersection Improvements	Added as part of 2021 Reconstruction Project
CSAH 66	16-066-01	Storm Water Improvements at CSAH 66/Manhattan Pt. Blvd.	Added as Joint Project with City of Crosslake - grant dependent

2019 OTHER PROJECTS

CSAH 13	018-613-000	Clearing and Grubbing for CSAH 13 East Reconstruction Project	Added to meet Endangered Species Requirements
CSAH 36	018-636-000	Clearing and Grubbing for CSAH 36 Reconstruction Project	Added to meet Endangered Species Requirements

PROPOSED 2020 PROGRAM

2020 RESURFACING

CR 116	18-116-02	Resurfacing from CSAH 3 to Mission Lake Access	Moved up from 2021
CR 123	18-123-02	Resurfacing from CSAH 21 to CR 153	Moved up from 2021
CR 153	18-153-02	Resurfacing from TH 371B to CSAH 45	Moved up from 2021

2020 OTHER PROJECTS

CSAH 13	018-013-000	Clearing and Grubbing for CSAH 13 West Reconstruction Project	Added to meet Endangered Species Requirements

2020 RIGHT OF WAY

CSAH 23	018-623-014	R/W Purchase for CSAH 23 Bridge	Added to HIP

PROPOSED 2021 PROGRAM

2021 RESURFACING

CSAH 13	018-613-006	Reconstruction from TH 371 to CR 137	Added to HIP
CR 107	18-107-000	Resurfacing from TH 371S to TH 371N	Added to HIP
CR 109	18-109-000	Resurfacing from CSAH 3 to CSAH 19	Added to HIP
CR 128	18-128-000	Resurfacing from TH 210 to CSAH 59	Added to HIP

2021 RIGHT OF WAY

CSAH 49	018-649-000	CSAH 5/CSAH 49 R/W Purchase for 2022 Intersection Improvement	Added to HIP

2018 Highway Improvement Plan



PROPOSED 2018 PROGRAM

2018 REVENUE SOURCES			TOTAL	FEDERAL FUNDS	REGULAR STATE AID FUNDS	MUNICIPAL STATE AID FUNDS	LOCAL SALES TAX ★	LOCAL LEVY	COMMITTED FUNDS FOR FUTURE PROJECTS	BRIDGE BONDING	TOWN BRIDGE ACCOUNT	LOCAL PARTICIPATION
BALANCE CARRIED OVER FROM 2017			4,729,147	-	1,699,218	124,715	1,844,656	588,253	450,000	-	22,305	-
ESTIMATED ALLOTMENT FOR 2018			11,188,634	1,900,531	3,444,689	920,650	4,200,000	200,000	-	-	67,808	454,956
SPECIAL ALLOTMENTS (HPP, HSIP, STIMULUS, ADDITIONAL SA AND OTHERS)			6,312,636	216,788	549,100	-	-	5,524,000	-	-	-	22,748
BALANCE AVAILABLE TO DELIVER TO 2018 PROGRAM			22,230,417	2,117,319	5,693,007	1,045,365	6,044,656	6,312,253	450,000	-	90,113	477,704
2018 COMMITMENTS FOR FUTURE PROJECTS												
CR 115	018-115-000	CR 115 Project Planning & Construction ★	(800,000)	-	-	-	(800,000)	-	800,000	-	-	-
CSAH 3	018-003-000	Mill Avenue Bridge Rehabilitation ★	(50,000)	-	-	-	(50,000)	-	50,000	-	-	-
TOTAL>>>			(850,000)	-	-	-	(850,000)	-	850,000	-	-	-
2018 RECONSTRUCTION												
		None	-	-	-	-	-	-	-	-	-	-
TOTAL>>>			-	-	-	-	-	-	-	-	-	-
2018 RESURFACING												
CSAH 2	018-602-027	Resurfacing from CSAH 45 to TH 25	(630,351)	-	-	-	-	(630,351)	-	-	-	-
CSAH 3	018-603-023	Resurfacing from Mill Ave. Bridge to Merrifield	(1,862,356)	(1,348,352)	(514,004)	-	-	-	-	-	-	-
CSAH 17	018-617-003	Resurfacing from County Line to TH 371	(117,940)	-	-	(117,940)	-	-	-	-	-	-
CSAH 18	018-618-010	Resurfacing from Twin Leaf Circle to CSAH 4	(899,874)	(552,179)	(347,695)	-	-	-	-	-	-	-
CSAH 21	018-621-020	Resurfacing from CSAH 2 to TH 371B	(1,358,527)	-	(1,358,527)	-	-	-	-	-	-	-
CSAH 30	018-630-010	Resurfacing from TH 210 to TH 6	(1,505,270)	-	(1,100,766)	(375,158)	-	-	-	-	-	(29,346)
CR 111	18-111-03	Resurfacing from CSAH 10 to TH 210 ★	(548,618)	-	-	-	(548,618)	-	-	-	-	-
CR 118	18-118-03	Resurfacing from CSAH 4 to CSAH 3 ★	(348,006)	-	-	-	(348,006)	-	-	-	-	-
CR 124	18-124-02	Resurfacing from TH 18 to TH 6 ★	(547,299)	-	-	-	(547,299)	-	-	-	-	-
CR 168	18-168-03	Resurfacing from County Line to TH 371 ★	(128,448)	-	-	-	(128,448)	-	-	-	-	-
TOTAL>>>			(7,946,689)	(1,900,531)	(3,320,992)	(493,098)	(1,572,371)	(630,351)	-	-	-	(29,346)
2018 BRIDGE IMPROVEMENTS												
CSAH 2	18-002-00	Bridge #18512 Deck Resurfacing	(9,845)	-	-	-	-	(9,845)	-	-	-	-
CR 121	18-121-00	Bridge #18513 Deck Resurfacing	(8,566)	-	-	-	-	(8,566)	-	-	-	-
TOTAL>>>			(18,411)	-	-	-	-	(18,411)	-	-	-	-
2018 SPOT IMPROVEMENTS												
Co. Wide	018-070-013	Six Inch Wet Reflective, Grooved-in Pavement Markings	(240,876)	(216,788)	-	-	-	(24,088)	-	-	-	-
CSAH 1	018-601-015	CSAH 1/TH 6 Intersection Revision Emily ★	(125,734)	-	-	-	(113,324)	-	-	-	-	(12,410)
TOTAL>>>			(366,610)	(216,788)	-	-	(113,324)	(24,088)	-	-	-	(12,410)
2018 OTHER PROJECTS												
Co. Wide	18-200-000	Annual Pavement Marking Project ★	(192,700)	-	-	-	(142,700)	-	-	-	-	(50,000)
Co. Wide	18-200-000	Preventative Maintenance Surface Treatments ★	(855,200)	-	-	-	(507,000)	-	-	-	-	(348,200)
TH 371	018-000-000	Final Payback to Pequot Lakes for CSAH 11 Turnback	(4,604,000)	-	-	-	-	(4,604,000)	-	-	-	-
CR 145	18-145-000	CR 145 Feasibility Study - Veterans to CSAH 16 East ★	(30,000)	-	-	-	(15,000)	-	-	-	-	(15,000)
SPRA	018-600-032	Garrison Twp. State Park Project	(549,100)	-	(549,100)	-	-	-	-	-	-	-
TOTAL>>>			(6,231,000)	-	(549,100)	-	(664,700)	(4,604,000)	-	-	-	(413,200)
2018 ENGINEERING												
Co. Wide	Various	Engineering	(436,838)	-	(271,916)	(24,655)	(117,520)	-	-	-	-	(22,747.80)
CR 115	18-115-000	Consultant Project Development ★	(287,906)	-	-	-	(287,906)	-	-	-	-	-
CSAH 13	18-013-04	CSAH 13/TH 371 Intersection Improvements ★	(100,000)	-	-	-	(100,000)	-	-	-	-	-
TOTAL>>>			(824,744)	-	(271,916)	(24,655)	(505,426)	-	-	-	-	(22,748)
2018 RIGHT OF WAY												
CSAH 3	018-603-000	CSAH 3/CSAH 4 Intersection ★	(200,000)	-	-	-	(200,000)	-	-	-	-	-
CSAH 13	18-603-04	CSAH 13/CSAH 77/TH 371 Intersection Improvements	(60,000)	-	-	(60,000)	-	-	-	-	-	-
TOTAL>>>			(260,000)	-	-	(60,000)	(200,000)	-	-	-	-	-
GRAND TOTAL>>>												
BALANCE AVAILABLE TO DELIVER TO 2018 CONSTRUCTION			22,230,417	2,117,319	5,693,007	1,045,365	6,044,656	6,312,253	450,000	-	90,113	477,704
Available to Carry Forward			6,582,963	-	1,550,999	467,612	2,138,835	1,035,403	1,300,000	-	90,113	0

CROW WING COUNTY 2019 Highway Improvement Plan

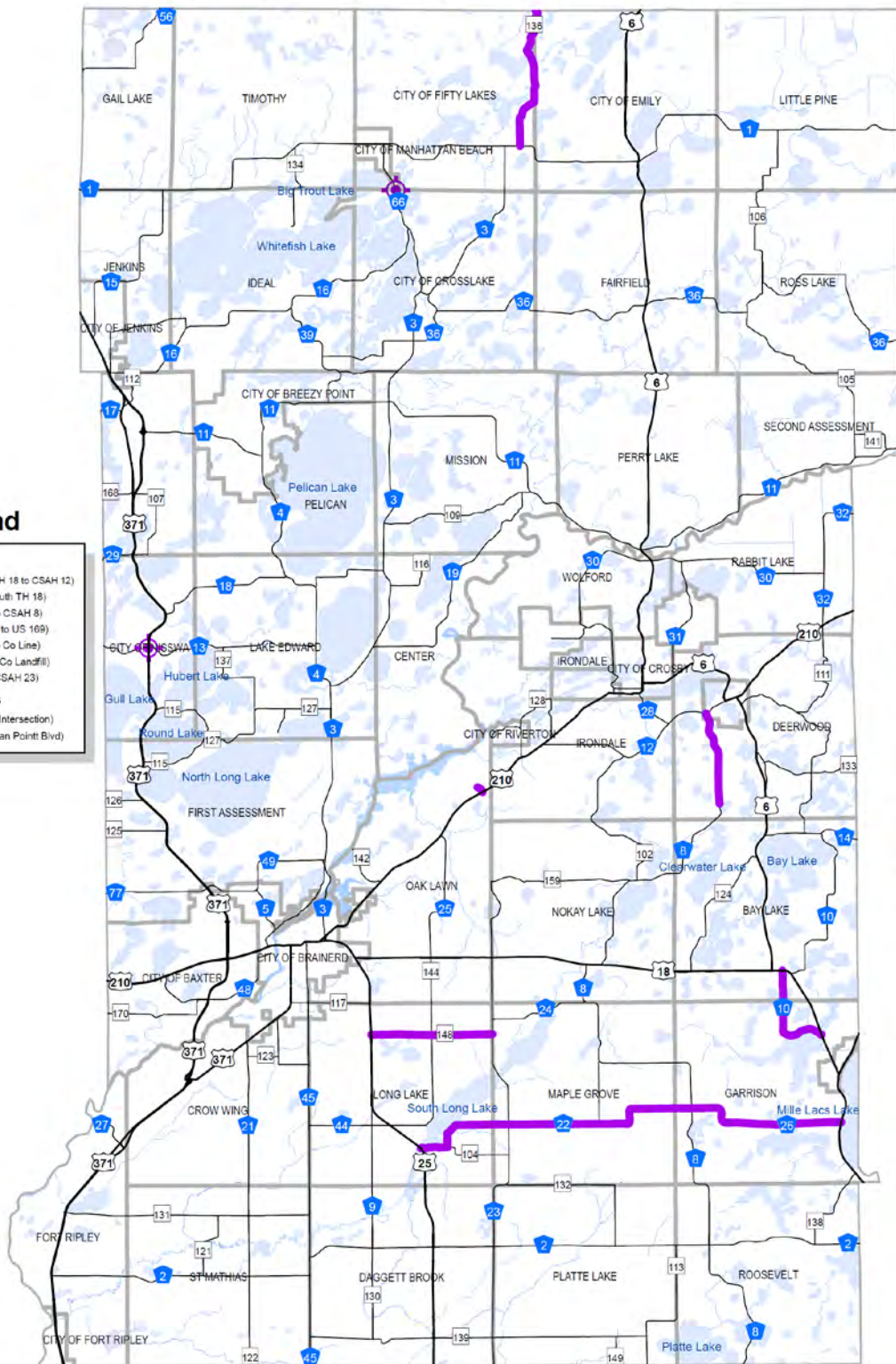
Legend

Rehabilitation

- CSAH 8 (7.7 Mi N TH 18 to CSAH 12)
- CSAH 10 (Loop South TH 18)
- CSAH 22 (TH 25 to CSAH 8)
- CSAH 26 (CSAH 8 to US 169)
- CR 136 (CSAH 1 to Co Line)
- CR 147 (TH 210 to Co Landfill)
- CR 148 (TH 25 to CSAH 23)

Spot Improvements

- CSAH 13 (TH 371 Intersection)
- CSAH 66 (Manhattan Point Blvd)



Map by Crow Wing County Highway Department.
For Questions or Information Contact County Hwy. Dept. at 218-824-1110.
For Information on State highways Contact MnDOT at 218-828-5700.

3/1/2018

PROPOSED 2019 PROGRAM

2019 FUNDING SOURCES			TOTAL	FEDERAL FUNDS	REGULAR STATE AID FUNDS	MUNICIPAL STATE AID FUNDS	LOCAL SALES TAX ★	LOCAL LEVY	COMMITTED FUNDS FOR FUTURE PROJECTS	BRIDGE BONDING	TOWN BRIDGE ACCOUNT	LOCAL PARTICIPATION
ESTIMATED BALANCES CARRIED OVER FROM 2018			6,582,963	-	1,550,999	467,612	2,138,835	1,035,403	1,300,000	-	90,113	-
ESTIMATED ALLOTMENT FOR 2019			9,453,147	-	3,444,689	920,650	4,200,000	200,000	-	-	67,808	620,000
SPECIAL ALLOTMENTS (HPP, HSIP, STIMULUS, ADDITIONAL SA AND OTHERS)			31,000	-	-	-	-	-	-	-	-	31,000
BALANCE AVAILABLE TO DELIVER TO 2019 PROGRAM			16,067,110	-	4,995,688	1,388,262	6,338,835	1,235,403	1,300,000	-	157,921	651,000
2019 COMMITMENTS FOR FUTURE PROJECTS												
CR 115	018-115-000	CR 115 Project Planning & Construction	★	(800,000)	-	-	(800,000)	-	800,000	-	-	-
CSAH 3	018-003-000	Mill Avenue Bridge Rehabilitation	★	(50,000)	-	-	(50,000)	-	50,000	-	-	-
TOTAL>>>			(850,000)	-	-	-	(850,000)	-	850,000	-	-	-
2019 RECONSTRUCTION												
		None		-	-	-	-	-	-	-	-	-
TOTAL>>>			-	-	-	-	-	-	-	-	-	-
2019 RESURFACING												
CSAH 8	018-608-011	Resurfacing from 7.7 mi. N. TH 18 to CSAH 12		(615,000)	-	(615,000)	-	-	-	-	-	-
CSAH 10	018-610-010	Resurfacing Loop south of TH 18		(650,000)	-	(650,000)	-	-	-	-	-	-
CSAH 22	018-622-006	Resurfacing from TH 25 to CSAH 8		(1,900,000)	-	(1,900,000)	-	-	-	-	-	-
CSAH 26	018-626-003	Resurfacing from CSAH 8 to TH 169	★	(1,325,000)	-	(400,000)	-	(925,000)	-	-	-	-
CR 136	18-136-002	Resurfacing CSAH 1 to North Couthy Line	★	(770,000)	-	-	(770,000)	-	-	-	-	-
CR 147	18-147-000	Resurfacing CR 147	★	(60,000)	-	-	(40,000)	-	-	-	-	(20,000)
CR 148	18-148-003	Resurfacing from TH 25 to CSAH 23	★	(600,000)	-	-	(600,000)	-	-	-	-	-
TOTAL>>>			(5,920,000)	-	(3,565,000)	-	(2,335,000)	-	-	-	-	(20,000)
2019 BRIDGE IMPROVEMENTS												
		None		-	-	-	-	-	-	-	-	-
TOTAL>>>			-	-	-	-	-	-	-	-	-	-
2019 SPOT IMPROVEMENTS												
Co. Wide	018-000-000	Unidentified HSIP Project		(25,000)	-	-	-	(25,000)	-	-	-	-
CSAH 13	18-603-04	CSAH 13/CSAH 77/TH 371 int. improvements		(400,000)	-	(400,000)	-	-	-	-	-	-
CSAH 66	18-066-01	CSAH 66 Storm Water Improvements - Manhattan Point Blvd.	★	(500,000)	-	-	(50,000)	-	-	-	-	(450,000)
TOTAL>>>			(925,000)	-	-	(400,000)	(50,000)	(25,000)	-	-	-	(450,000)
2019 OTHER PROJECTS												
Co. Wide	18-200-000	Annual Pavement Marking Project	★	(227,000)	-	-	(177,000)	-	-	-	-	(50,000)
CSAH 13	018-613-000	Clearing and Grubbing for 018-613-005		(130,000)	-	(130,000)	-	-	-	-	-	-
CSAH 36	018-636-000	Clearing and Grubbing for 018-636-018		(40,000)	-	(40,000)	-	-	-	-	-	-
Co. Wide	18-200-000	Preventative Maintenance Surface Treatments	★	(600,000)	-	-	(500,000)	-	-	-	-	(100,000)
TOTAL>>>			(997,000)	-	(170,000)	-	(677,000)	-	-	-	-	(150,000)
2019 ENGINEERING												
Co. Wide	Various	Engineering		(390,850)	-	(186,750)	(20,000)	(153,100)	-	-	-	(31,000)
CR 115	18-115-000	Consultant Project Development	★	(395,712)	-	-	(395,712)	-	-	-	-	-
TOTAL>>>			(786,562)	-	(186,750)	(20,000)	(548,812)	-	-	-	-	(31,000)
2019 RIGHT OF WAY												
CSAH 13	018-613-005	R/W Purchase for CSAH 13 Reconstruction		(250,000)	-	(250,000)	-	-	-	-	-	-
CSAH 36	018-636-000	R/W Purchase for CSAH 36 Reconstruction		(150,000)	-	(150,000)	-	-	-	-	-	-
TOTAL>>>			(400,000)	-	(250,000)	(150,000)	-	-	-	-	-	-
GRAND TOTAL>>>												
BALANCE AVAILABLE TO DELIVER TO 2019 PROGRAM			16,067,110	-	4,995,688	1,388,262	6,338,835	1,235,403	1,300,000	-	157,921	651,000
Available to Carry Forward			7,038,548	-	823,938	818,262	1,878,023	1,210,403	2,150,000	-	157,921	-

CROW WING COUNTY 2020 Highway Improvement Plan

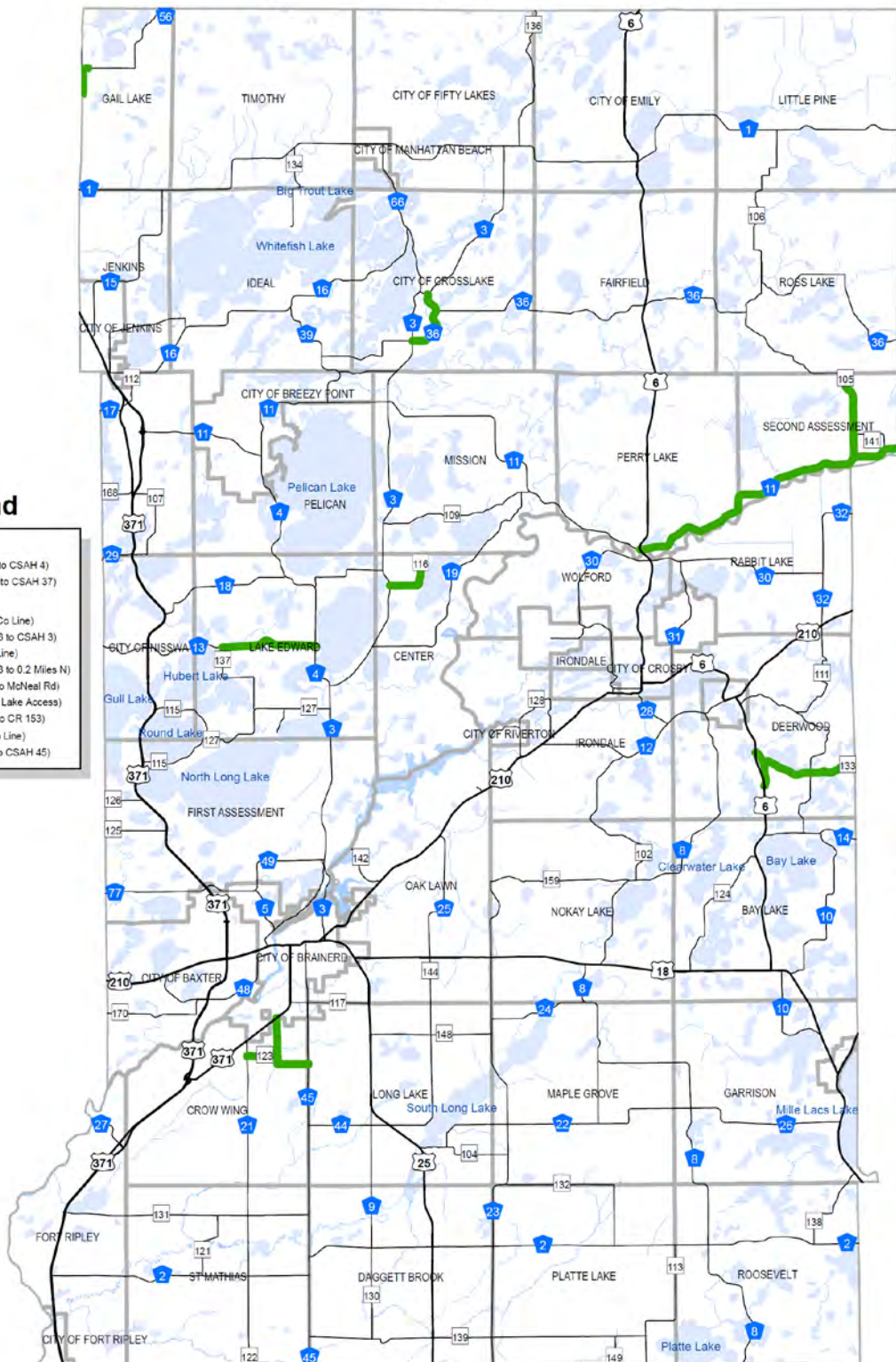
Legend

Reconstruction

- CSAH 13 (CR 137 to CSAH 4)
- CSAH 36 (CSAH 3 to CSAH 37)

Rehabilitation

- CSAH 11 (TH 6 to Co Line)
- CSAH 37 (CSAH 36 to CSAH 3)
- CSAH 43 (County Line)
- CSAH 56 (CSAH 43 to 0.2 Miles N)
- CR 105 (CSAH 11 to McNeal Rd)
- CR 116 (CSAH 3 to Lake Access)
- CR 123 (CSAH 21 to CR 153)
- CR 133 (TH 6 to Co Line)
- CR 153 (TH 371B to CSAH 45)



Map by Crow Wing County Highway Department.
For Questions or Information Contact County Hwy. Dept. at 218-824-1110.
For Information on State highways Contact MnDOT at 218-828-5700.

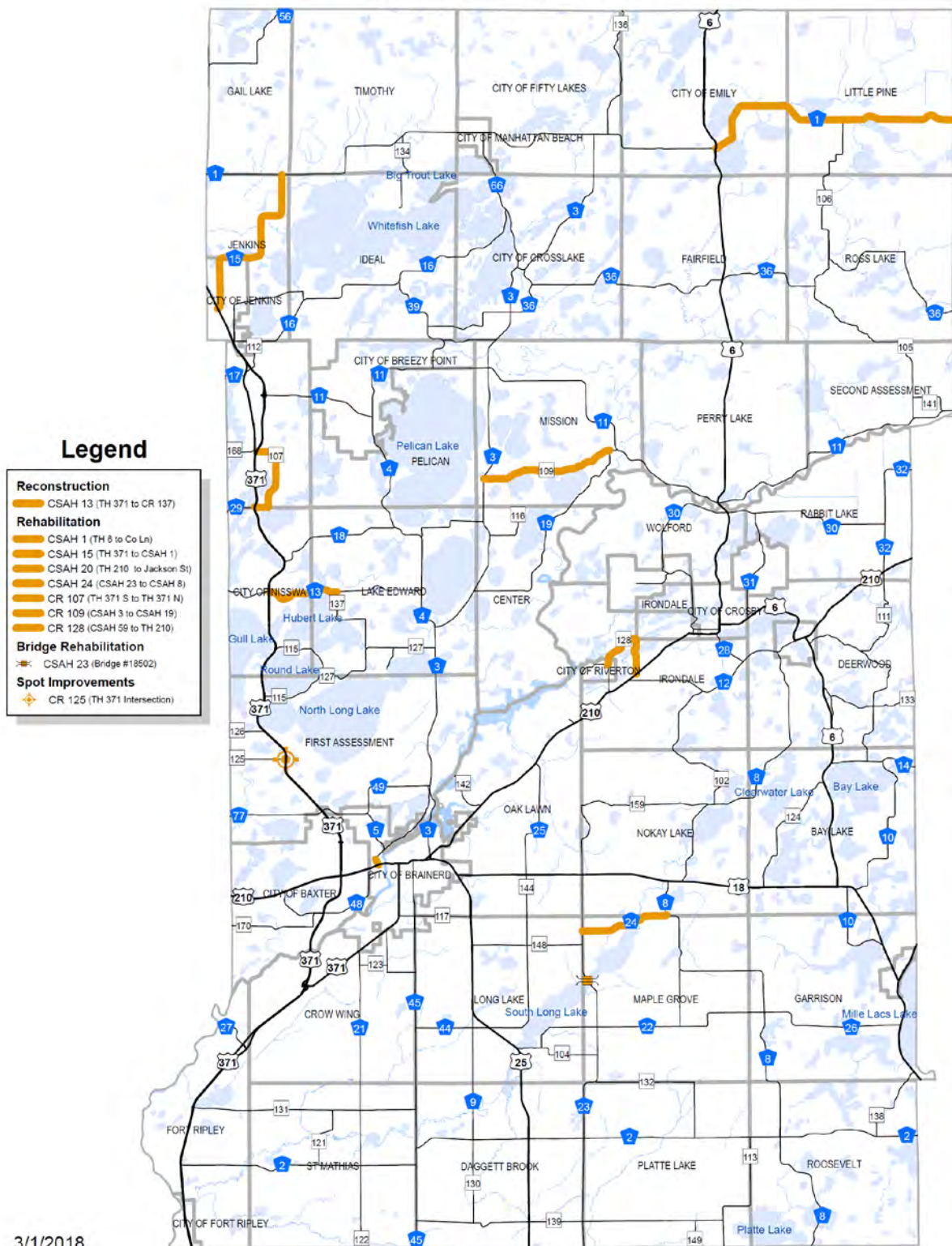
3/1/2018

PROPOSED 2020 PROGRAM

2020 FUNDING SOURCES			TOTAL	FEDERAL FUNDS	REGULAR STATE AID FUNDS	MUNICIPAL STATE AID FUNDS	LOCAL SALES TAX ★	LOCAL LEVY	COMMITTED FUNDS FOR FUTURE PROJECTS	BRIDGE BONDING	TOWN BRIDGE ACCOUNT	LOCAL PARTICIPATION
ESTIMATED BALANCES CARRIED OVER FROM 2019			7,038,548	-	823,938	818,262	1,878,023	1,210,403	2,150,000	-	157,921	-
ESTIMATED ALLOTMENT FOR 2020			10,323,147	1,440,000	3,444,689	920,650	4,200,000	200,000	-	-	67,808	50,000
SPECIAL ALLOTMENTS (HPP, HSIP, STIMULUS, ADDITIONAL SA AND OTHERS)			2,500	-	-	-	-	-	-	-	-	2,500
BALANCE AVAILABLE TO DELIVER TO 2020 PROGRAM			17,364,195	1,440,000	4,268,627	1,738,912	6,078,023	1,410,403	2,150,000	-	225,729	52,500
2020 COMMITMENTS FOR FUTURE PROJECTS												
CR 115	018-115-000	CR 115 Project Planning & Construction ★	(800,000)	-	-	-	(800,000)	-	800,000	-	-	-
CSAH 3	018-003-000	Mill Avenue Bridge Rehabilitation ★	(50,000)	-	-	-	(50,000)	-	50,000	-	-	-
TOTAL>>>			(850,000)	-	-	-	(850,000)	-	850,000	-	-	-
2020 RECONSTRUCTION												
CSAH 13	018-613-005	Reconstruction from CR 137 to CSAH 4	(1,800,000)	(1,440,000)	(360,000)	-	-	-	-	-	-	-
CSAH 36	018-636-018	Reconstruction from CSAH 3 to CSAH 37	(900,000)	-	-	(900,000)	-	-	-	-	-	-
TOTAL>>>			(2,700,000)	(1,440,000)	(360,000)	(900,000)	-	-	-	-	-	-
2020 RESURFACING												
CSAH 11	018-611-028	Resurfacing from TH 6 to County line	(2,800,000)	-	(2,800,000)	-	-	-	-	-	-	-
CSAH 37	018-637-002	Resurfacing from CSAH 36 to CSAH 3	(250,000)	-	-	(250,000)	-	-	-	-	-	-
CSAH 43	018-643-003	Schedule dependent upon Cass Co. schedule	(80,000)	-	-	-	-	(80,000)	-	-	-	-
CSAH 56	018-656-001	Schedule dependent upon Cass Co. schedule	(40,000)	-	-	-	-	(40,000)	-	-	-	-
CR 105	18-105-03	Resurfacing from CSAH 11 to McNeal Road ★	(450,000)	-	-	-	(450,000)	-	-	-	-	-
CR 116	18-116-02	Resurfacing from CSAH 3 to Mission Lake Access ★	(350,000)	-	-	-	(350,000)	-	-	-	-	-
CR 123	18-123-02	Resurfacing from CSAH 21 to CR 153 ★	(200,000)	-	-	-	(200,000)	-	-	-	-	-
CR 133	18-133-04	Resurfacing from TH 6 to Aitkin Co. Line ★	(1,000,000)	-	-	-	(1,000,000)	-	-	-	-	-
CR 153	18-153-02	Resurfacing from TH 371 to CSAH 45 ★	(410,000)	-	-	-	(410,000)	-	-	-	-	-
TOTAL>>>			(5,580,000)	-	(2,800,000)	(250,000)	(2,410,000)	(120,000)	-	-	-	-
2020 BRIDGE IMPROVEMENTS												
		None	-	-	-	-	-	-	-	-	-	-
TOTAL>>>			-	-	-	-	-	-	-	-	-	-
2020 SPOT IMPROVEMENTS												
Co. Wide	018-000-000	Unidentified HSIP Project	(25,000)	-	-	-	-	(25,000)	-	-	-	-
TOTAL>>>			(25,000)	-	-	-	-	(25,000)	-	-	-	-
2020 OTHER PROJECTS												
Co. Wide	18-200-000	Annual Pavement Marking Project ★	(218,000)	-	-	-	(168,000)	-	-	-	-	(50,000)
CSAH 13	108-613-000	Clearing and Grubbing for 018-613-006	(100,000)	-	-	(100,000)	-	-	-	-	-	-
Co. Wide	18-200-000	Preventative Maintenance Surface Treatments ★	(500,000)	-	-	-	(500,000)	-	-	-	-	-
TOTAL>>>			(818,000)	-	-	(100,000)	(668,000)	-	-	-	-	(50,000)
2020 ENGINEERING												
Co. Wide	Various	Engineering	(718,900)	-	(410,000)	(152,500)	(153,900)	-	-	-	-	(2,500)
CSAH 49	018-649-000	Project Development	(50,000)	-	(50,000)	-	-	-	-	-	-	-
CR 115	18-115-000	Consultant Project Development	(100,000)	-	-	-	-	-	(100,000)	-	-	-
TOTAL>>>			(868,900)	-	(460,000)	(152,500)	(153,900)	-	(100,000)	-	-	(2,500)
2020 RIGHT OF WAY												
CSAH 13	018-613-006	R/W Purchase for CSAH 13 Reconstruction	(500,000)	-	(300,000)	(200,000)	-	-	-	-	-	-
CSAH 23	018-623-014	R/W Purchase for CSAH 23 Bridge	(10,000)	-	(10,000)	-	-	-	-	-	-	-
TOTAL>>>			(510,000)	-	(310,000)	(200,000)	-	-	-	-	-	-
GRAND TOTAL>>>												
BALANCE AVAILABLE TO DELIVER TO 2020 PROGRAM			17,364,195	1,440,000	4,268,627	1,738,912	6,078,023	1,410,403	2,150,000	-	225,729	52,500
Available to Carry Forward			6,862,295	-	338,627	136,412	1,996,123	1,265,403	2,900,000	-	225,729	-

CROW WING COUNTY

2021 Highway Improvement Plan

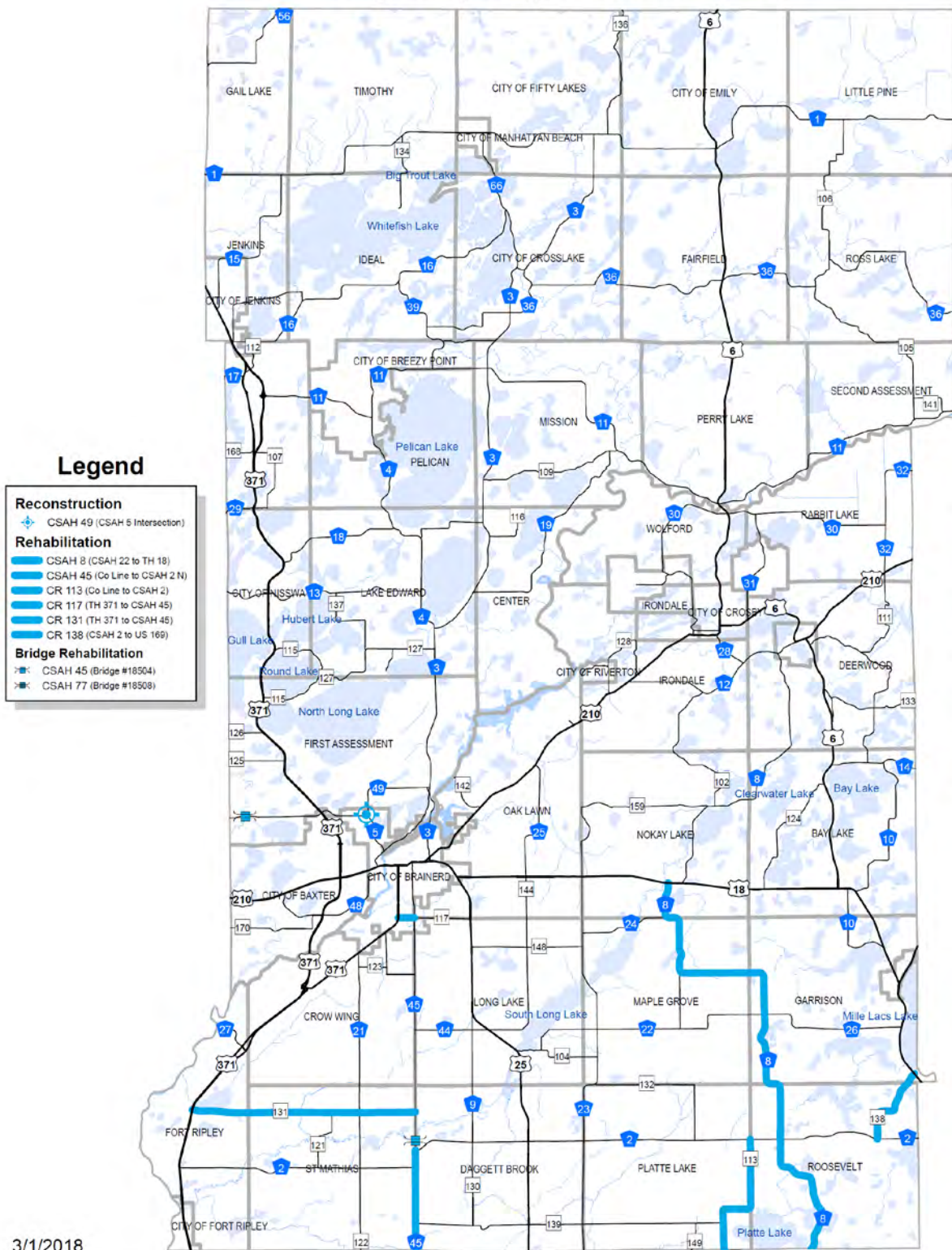


Map by Crow Wing County Highway Department.
For Questions or Information Contact County Hwy. Dept. at 218-824-1110.
For Information on State highways Contact MnDOT at 218-828-5700.

3/1/2018

PROPOSED 2021 PROGRAM													
2021 FUNDING SOURCES			TOTAL	FEDERAL FUNDS	REGULAR STATE AID FUNDS	MUNICIPAL STATE AID FUNDS	LOCAL SALES TAX ★	LOCAL LEVY	COMMITTED FUNDS FOR FUTURE PROJECTS	BRIDGE BONDING	TOWN BRIDGE ACCOUNT	LOCAL PARTICIPATION	
ESTIMATED BALANCES CARRIED OVER FROM 2020			6,862,295	-	338,627	136,412	1,996,123	1,265,403	2,900,000	-	225,729	-	
ESTIMATED ALLOTMENT FOR 2021			10,040,647	845,000	3,444,689	920,650	4,200,000	200,000	-	212,500	67,808	150,000	
SPECIAL ALLOTMENTS (HPP, HSIP, STIMULUS, ADDITIONAL SA AND OTHERS)			868,000	850,500	-	-	-	-	-	-	-	17,500	
BALANCE AVAILABLE TO DELIVER TO 2021 PROGRAM			17,770,942	1,695,500	3,783,316	1,057,062	6,196,123	1,465,403	2,900,000	212,500	293,537	167,500	
2021 COMMITMENTS FOR FUTURE PROJECTS													
CR 115	018-115-000	CR 115 Project Planning & Construction	★	(800,000)	-	-	-	(800,000)	-	800,000	-	-	-
CSAH 3	018-003-000	Mill Avenue Bridge Rehabilitation	★	(50,000)	-	-	-	(50,000)	-	50,000	-	-	-
TOTAL>>>				(850,000)	-	-	-	(850,000)	-	850,000	-	-	-
2021 RECONSTRUCTION													
CSAH 13	018-613-006	Reconstruction from TH 371 to CR 137		(1,800,000)	-	(800,000)	(900,000)	-	-	-	-	-	(100,000)
TOTAL>>>				(1,800,000)	-	(800,000)	(900,000)	-	-	-	-	-	(100,000)
2021 RESURFACING													
CSAH 1	018-601-000	Resurfacing from TH 6 to East County line	★	(1,800,000)	-	-	-	(1,800,000)	-	-	-	-	-
CSAH 15	018-615-009	Resurfacing from TH 371 to CSAH 1		(1,300,000)	(845,000)	(455,000)	-	-	-	-	-	-	-
CSAH 20	018-620-012	Resurfacing from TH 210 to Jackson Street		(200,000)	-	(200,000)	-	-	-	-	-	-	-
CSAH 24	018-024-007	Resurfacing from CSAH 23 to CSAH 8		(640,000)	-	(640,000)	-	-	-	-	-	-	-
CR 107	18-107-000	Resurfacing from TH 371 S to TH 371 N	★	(570,000)	-	-	-	(570,000)	-	-	-	-	-
CR 109	18-109-000	Resurfacing from CSAH 3 to CSAH 19	★	(850,000)	-	-	-	(850,000)	-	-	-	-	-
CR 128	18-128-000	Resurfacing from TH 210 to CSAH 59 - culvert at Blackhoof		(525,000)	-	-	-	-	(525,000)	-	-	-	-
TOTAL>>>				(5,885,000)	(845,000)	(1,295,000)	-	(3,220,000)	(525,000)	-	-	-	-
2021 BRIDGE IMPROVEMENTS													
CSAH 23	018-623-014	Replace Bridge #18502 over the Nokasippi River		(425,000)	-	(212,500)	-	-	-	-	(212,500)	-	-
TOTAL>>>				(425,000)	-	(212,500)	-	-	-	-	(212,500)	-	-
2021 SPOT IMPROVEMENTS													
CR 125	018-070-016	CR 125-TH 371 Reduced Conflict Intersection		(700,000)	(630,000)	-	-	-	(70,000)	-	-	-	-
Co. Wide	018-070-015	Six Inch Wet Reflective, Grooved-in Pavement Markings		(245,000)	(220,500)	-	-	-	(24,500)	-	-	-	-
TOTAL>>>				(945,000)	(850,500)	-	-	-	(94,500)	-	-	-	-
2021 OTHER PROJECTS													
Co. Wide	18-200-000	Annual Pavement Marking Project	★	(207,600)	-	-	-	(157,600)	-	-	-	-	(50,000)
Co. Wide	18-200-000	Preventative Maintenance Surface Treatments	★	(500,000)	-	-	-	(500,000)	-	-	-	-	-
TOTAL>>>				(707,600)	-	-	-	(657,600)	-	-	-	-	(50,000)
2021 ENGINEERING													
Co. Wide	Various	Engineering		(679,655)	-	(333,275)	(135,000)	(193,880)	-	-	-	-	(17,500)
CR 115	18-115-000	Consultant Project Development		(100,000)	-	-	-	-	(100,000)	-	-	-	-
TOTAL>>>				(779,655)	-	(333,275)	(135,000)	(193,880)	-	(100,000)	-	-	(17,500)
2021 RIGHT OF WAY													
CSAH 49	018-649-000	CSAH 5/49 Intersection		(50,000)	-	(50,000)	-	-	-	-	-	-	-
TOTAL>>>				(50,000)	-	(50,000)	-	-	-	-	-	-	-
GRAND TOTAL>>>													
				(10,592,255)	(1,695,500)	(2,690,775)	(1,035,000)	(4,921,480)	(619,500)	750,000	(212,500)	-	(167,500)
BALANCE AVAILABLE TO DELIVER TO 2021 PROGRAM				17,770,942	1,695,500	3,783,316	1,057,062	6,196,123	1,465,403	2,900,000	212,500	293,537	167,500
Available to Carry Forward				7,178,687	-	1,092,541	22,062	1,274,643	845,903	3,650,000	-	293,537	-

CROW WING COUNTY 2022 Highway Improvement Plan

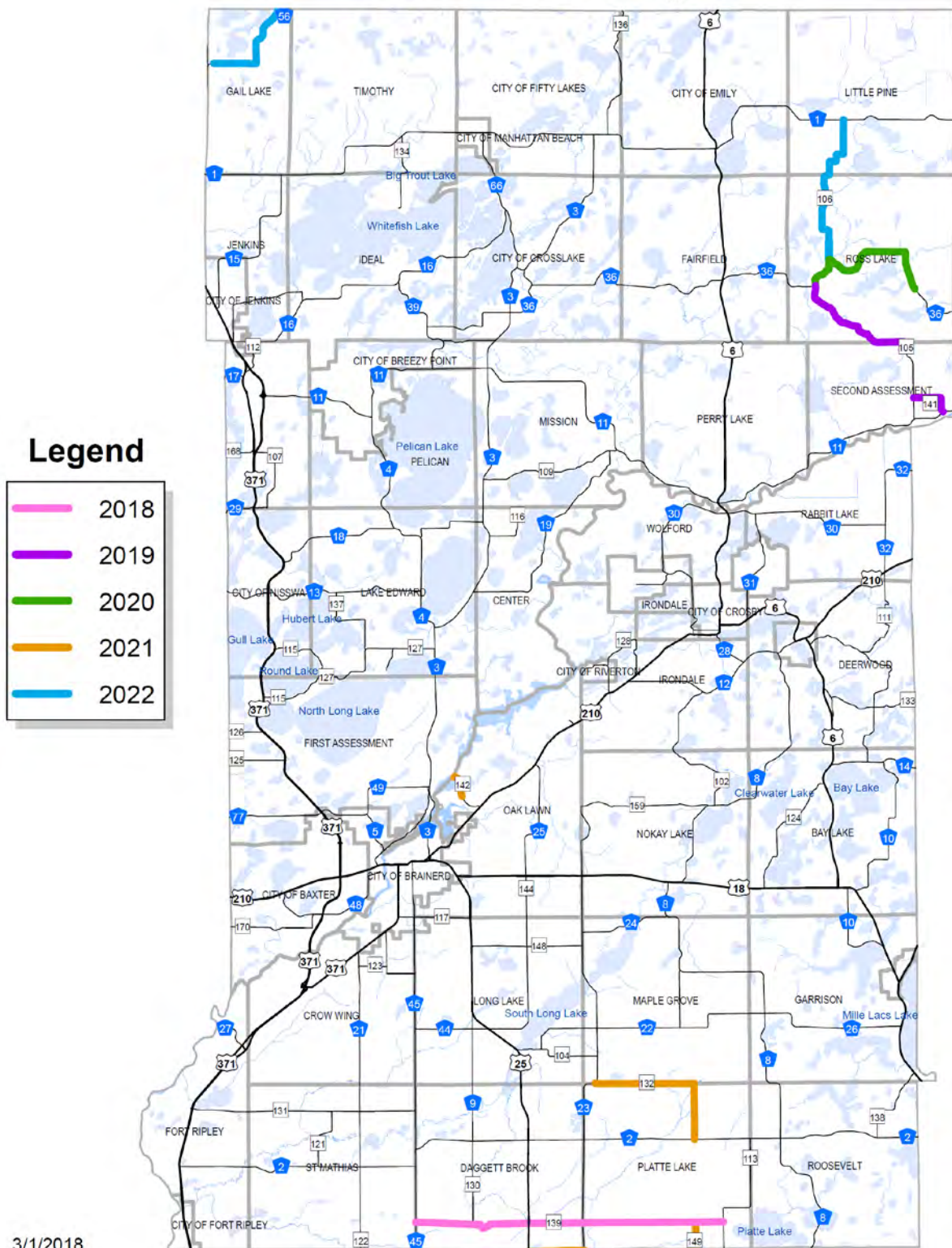


Map by Crow Wing County Highway Department.
For Questions or Information Contact County Hwy. Dept. at 218-824-1110.
For Information on State highways Contact MnDOT at 218-828-5700.

3/1/2018

PROPOSED 2022 PROGRAM												
2022 FUNDING SOURCES			TOTAL	FEDERAL FUNDS	REGULAR STATE AID FUNDS	MUNICIPAL STATE AID FUNDS	LOCAL SALES TAX ★	LOCAL LEVY	COMMITTED FUNDS FOR FUTURE PROJECTS	BRIDGE BONDING	TOWN BRIDGE ACCOUNT	LOCAL PARTICIPATION
ESTIMATED BALANCES CARRIED OVER FROM 2021			7,178,687	-	1,092,541	22,062	1,274,643	845,903	3,650,000	-	293,537	-
ESTIMATED ALLOTMENT FOR 2022			9,937,147	504,000	3,444,689	920,650	4,200,000	200,000	-	500,000	67,808	100,000
SPECIAL ALLOTMENTS (HPP, HSIP, STIMULUS, ADDITIONAL SA AND OTHERS)			10,000	-	-	-	-	-	-	-	-	10,000
BALANCE AVAILABLE TO DELIVER TO 2022 PROGRAM			17,125,834	504,000	4,537,230	942,712	5,474,643	1,045,903	3,650,000	500,000	361,345	110,000
2022 COMMITMENTS FOR FUTURE PROJECTS												
CR 115	018-115-000	CR 115 Project Planning & Construction	★	-	-	-	(800,000)	-	800,000	-	-	-
CSAH 3	018-003-000	Mill Avenue Bridge Rehabilitation	★	-	-	-	(50,000)	-	50,000	-	-	-
TOTAL>>>			-	-	-	-	(850,000)	-	850,000	-	-	-
2022 RECONSTRUCTION												
CSAH 49	018-649-000	Intersection Improvement at CSAH 5		(1,100,000)	-	(1,050,000)	-	-	-	-	-	(50,000)
TOTAL>>>			(1,100,000)	-	(1,050,000)	-	-	-	-	-	-	(50,000)
2022 RESURFACING												
CSAH 8	018-608-000	Resurfacing from South County line to CSAH 22		(1,800,000)	-	(1,800,000)	-	-	-	-	-	-
CSAH 8	018-608-000	Resurfacing from CSAH 22 to TH 18	★	(1,350,000)	-	-	(1,350,000)	-	-	-	-	-
CSAH 45	018-645-000	Resurfacing from South County line to CSAH 2 north		(630,000)	(504,000)	(126,000)	-	-	-	-	-	-
CR 113	18-113-000	Resurfacing from CSAH 51 to CSAH 2	★	(875,000)	-	-	(875,000)	-	-	-	-	-
CR 117	18-117-000	Resurfacing from TH 371B to CSAH 45	★	(200,000)	-	-	(200,000)	-	-	-	-	-
CR 131	18-131-000	Resurfacing from TH 371 to CSAH 45	★	(1,410,000)	-	-	(1,410,000)	-	-	-	-	-
CR 138	18-138-000	Resurfacing from CSAH 2 to TH 169	★	(550,000)	-	-	(550,000)	-	-	-	-	-
TOTAL>>>			(6,815,000)	(504,000)	(1,926,000)	-	(4,385,000)	-	-	-	-	-
2022 BRIDGE IMPROVEMENTS												
CSAH 45	018-645-000	Replace Bridge #18504 over the Nokasippi River		(1,000,000)	-	(500,000)	-	-	-	(500,000)	-	-
CSAH 77	018-077-000	Bridge #18508 Deck Resurfacing		(15,000)	-	-	-	(15,000)	-	-	-	-
TOTAL>>>			(1,015,000)	-	(500,000)	-	-	(15,000)	-	(500,000)	-	-
2022 SPOT IMPROVEMENTS												
		None		-	-	-	-	-	-	-	-	-
TOTAL>>>			-	-	-	-	-	-	-	-	-	-
2022 OTHER PROJECTS												
Co. Wide	18-200-000	Annual Pavement Marking Project	★	(236,300)	-	-	(186,300)	-	-	-	-	(50,000)
Co. Wide	18-200-000	Preventative Maintenance Surface Treatments	★	(500,000)	-	-	(500,000)	-	-	-	-	-
TOTAL>>>			(736,300)	-	-	-	(686,300)	-	-	-	-	(50,000)
2022 ENGINEERING												
Co. Wide	Various	Engineering		(692,565)	-	(429,000)	(253,565)	-	-	-	-	(10,000)
CR 115	18-115-000	Consultant Project Development		(100,000)	-	-	-	-	(100,000)	-	-	-
TOTAL>>>			(792,565)	-	(429,000)	-	(253,565)	-	(100,000)	-	-	(10,000)
2022 RIGHT OF WAY												
		None		-	-	-	-	-	-	-	-	-
TOTAL>>>			-	-	-	-	-	-	-	-	-	-
GRAND TOTAL>>>												
BALANCE AVAILABLE TO DELIVER TO 2022 PROGRAM			17,125,834	504,000	4,537,230	942,712	5,474,643	1,045,903	3,650,000	500,000	361,345	110,000
Available to Carry Forward			7,516,969	-	632,230	942,712	149,778	1,030,903	4,400,000	-	361,345	-

CROW WING COUNTY 2018-2022 Graveling



Map by Crow Wing County Highway Department.
For Questions or Information Contact County Hwy. Dept. at 218-824-1110.
For Information on State highways Contact MnDOT at 218-828-5700.

3/1/2018

County Gravel Road Improvement Plan

PROPOSED 2018 GRAVELING

CR 139	CSAH 45 to CR 113

PROPOSED 2019 GRAVELING

CR 105	McNeal Road to CSAH 36

CR 141	CR 105 to CSAH 11

PROPOSED 2020 GRAVELING

CSAH 36	CR 105 to CR 106

CSAH 36	CR 106 to Cuyuna Trail

PROPOSED 2021 GRAVELING

CR 129	State Hwy 25 to CSAH 23

CR 132	CSAH 2 to CSAH 23

CR 142	County Hwy Department to French Rapids

CR 149	CR 139 to South County Line

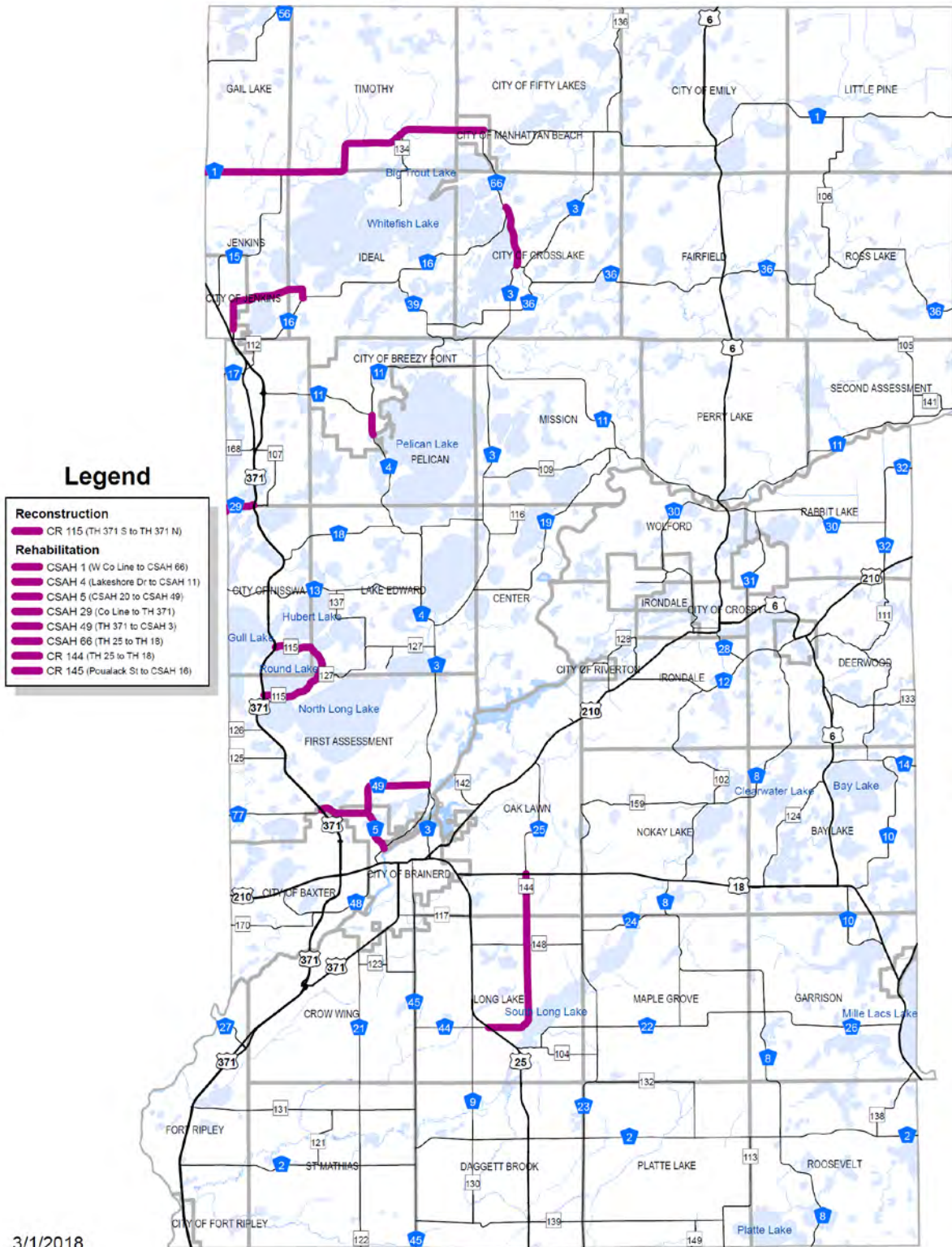
PROPOSED 2022 GRAVELING

CR 106	CSAH 36 to CSAH 1

CSAH 56	0.2 Miles North CSAH 43 to North County Line

CROW WING COUNTY

2023+ Highway Improvement Plan

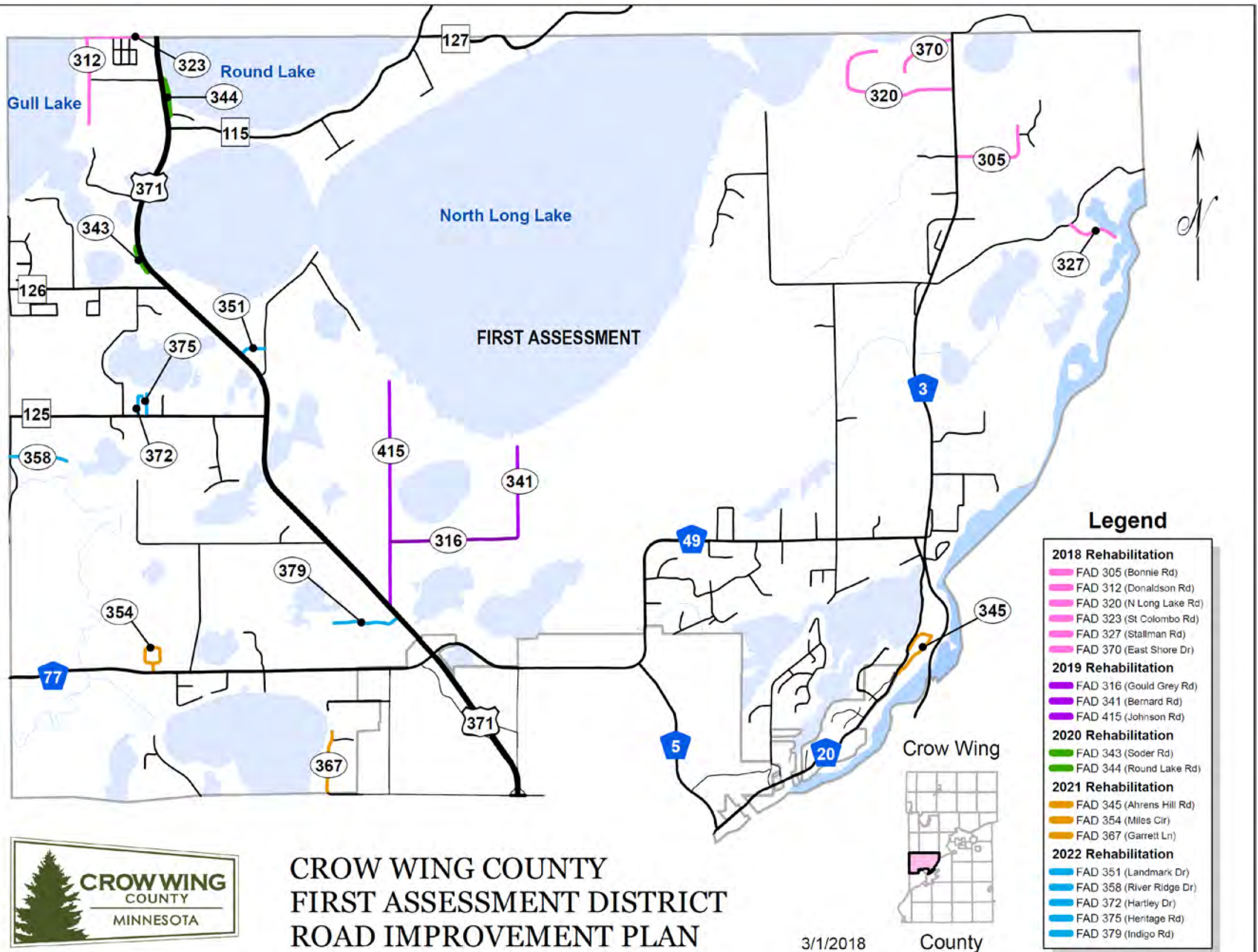


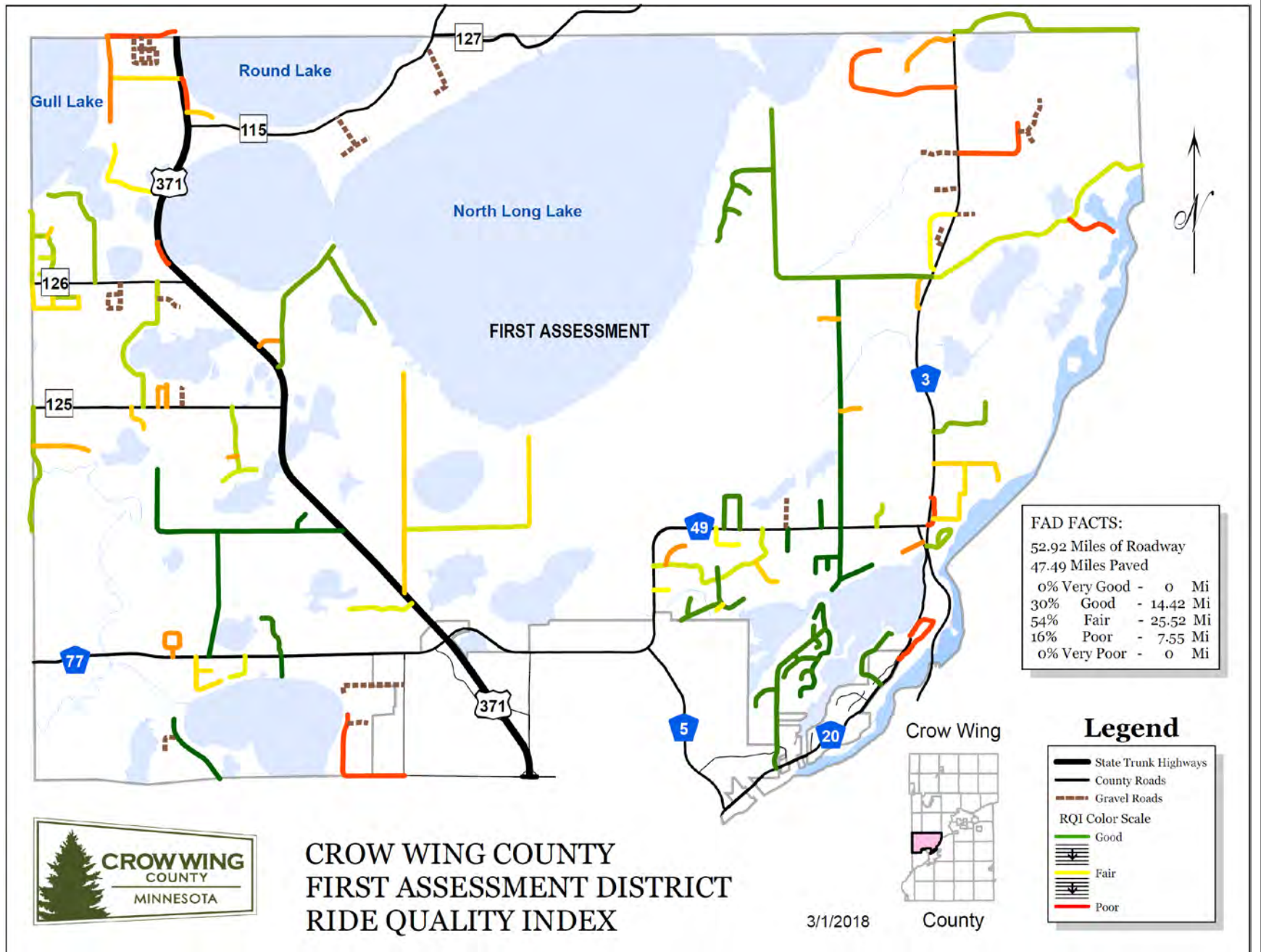
Map by Crow Wing County Highway Department.
For Questions or Information Contact County Hwy. Dept. at 218-824-1110.
For information on State highways Contact MnDOT at 218-828-5700.

3/1/2018

Notes

[illegible]





FAD PROPOSED 2018 PROGRAM

2018 FUNDING SOURCES			TOTAL	BRIDGE BONDING	TOWN BRIDGE ACCOUNT	FAD LEVY	SAD LEVY	LOCAL PARTICIPATION
ESTIMATED BALANCES CARRIED OVER FROM 2017			1,222,305	-	22,305	1,200,000	-	-
ESTIMATED ALLOTMENT FOR 2018			267,008	-	67,808	150,000	-	49,200
SPECIAL ALLOTMENTS (HPP, HSIP, STIMULUS, ADDITIONAL SA AND OTHERS)			-	-	-	-	-	-
BALANCE AVAILABLE TO DELIVER TO 2018 PROGRAM			1,489,313	-	90,113	1,350,000	-	49,200
2018 RESURFACING								
FAD 305	018-300-04	Resurfacing Bonnie Road from CSAH 3 to 0.72 miles east	(64,875)	-	-	(64,875)	-	-
FAD 312	18-300-06	Resurfacing Donaldson Road	(77,000)	-	-	(77,000)	-	-
FAD 320	018-300-04	Resurfacing No. Long Lake Rd. from CSAH 3 to 1.25 miles west	(109,082)	-	-	(109,082)	-	-
FAD 323	18-300-06	Resurfacing St. Columbo Road	(82,000)	-	-	(32,800)	-	(49,200)
FAD 327	018-300-04	Resurfacing Stallman Rd. from Exec. Acres. Rd. to east end	(31,989)	-	-	(31,989)	-	-
FAD 370	018-300-04	Resurfacing East Shore Dr. from CSAH 3 to end	(54,237)	-	-	(54,237)	-	-
TOTAL>>>			(419,183)	-	-	(369,983)	-	(49,200)
2018 OTHER PROJECTS								
FAD Wide	018-200-000	Annual Pavement Marking Project	(1,000)	-	-	(1,000)	-	-
TOTAL>>>			(1,000)	-	-	(1,000)	-	-
2018 ENGINEERING								
FAD Wide	Various	FAD Engineering	(18,549)	-	-	(18,549)	-	-
TOTAL>>>			(18,549)	-	-	(18,549)	-	-
GRAND TOTAL>>>			(438,732)	-	-	(389,532)	-	(49,200)
BALANCE AVAILABLE TO DELIVER TO 2018 PROGRAM			1,489,313	-	90,113	1,350,000	-	49,200
Available to Carry Forward			1,050,581	-	90,113	960,468	-	-

FAD PROPOSED 2019 PROGRAM

2019 FUNDING SOURCES			TOTAL	BRIDGE BONDING	TOWN BRIDGE ACCOUNT	FAD LEVY	SAD LEVY	LOCAL PARTICIPATION
ESTIMATED BALANCES CARRIED OVER FROM 2018			1,050,581	-	90,113	960,468	-	-
ESTIMATED ALLOTMENT FOR 2019			217,808	-	67,808	150,000	-	-
SPECIAL ALLOTMENTS (HPP, HSIP, STIMULUS, ADDITIONAL SA AND OTHERS)			-	-	-	-	-	-
BALANCE AVAILABLE TO DELIVER TO 2019 PROGRAM			1,268,389	-	157,921	1,110,468	-	-
2019 RESURFACING								
FAD 316	18-300-05	Resurfacing Gould Grey Rd. from Johnson Rd. to Bernard Rd.	(125,000)	-	-	(125,000)	-	-
FAD 341	18-300-05	Resurfacing Bernard Rd. from Gould Grey Rd. to N. end	(90,000)	-	-	(90,000)	-	-
FAD 415	18-300-05	Resurfacing Johnson Rd. from TH 371 to N. end	(285,000)	-	-	(285,000)	-	-
TOTAL>>>			(500,000)	-	-	(500,000)	-	-
2019 OTHER PROJECTS								
FAD Wide	018-200-000	Annual Pavement Marking Project	(2,300)	-	-	(2,300)	-	-
TOTAL>>>			(2,300)	-	-	(2,300)	-	-
2019 ENGINEERING								
FAD Wide	Various	FAD Engineering	(25,115)	-	-	(25,115)	-	-
TOTAL>>>			(25,115)	-	-	(25,115)	-	-
GRAND TOTAL>>>			(527,415)	-	-	(527,415)	-	-
BALANCE AVAILABLE TO DELIVER TO 2019 PROGRAM			1,268,389	-	157,921	1,110,468	-	-
Available to Carry Forward			740,974	-	157,921	583,053	-	-

FAD PROPOSED 2020 PROGRAM

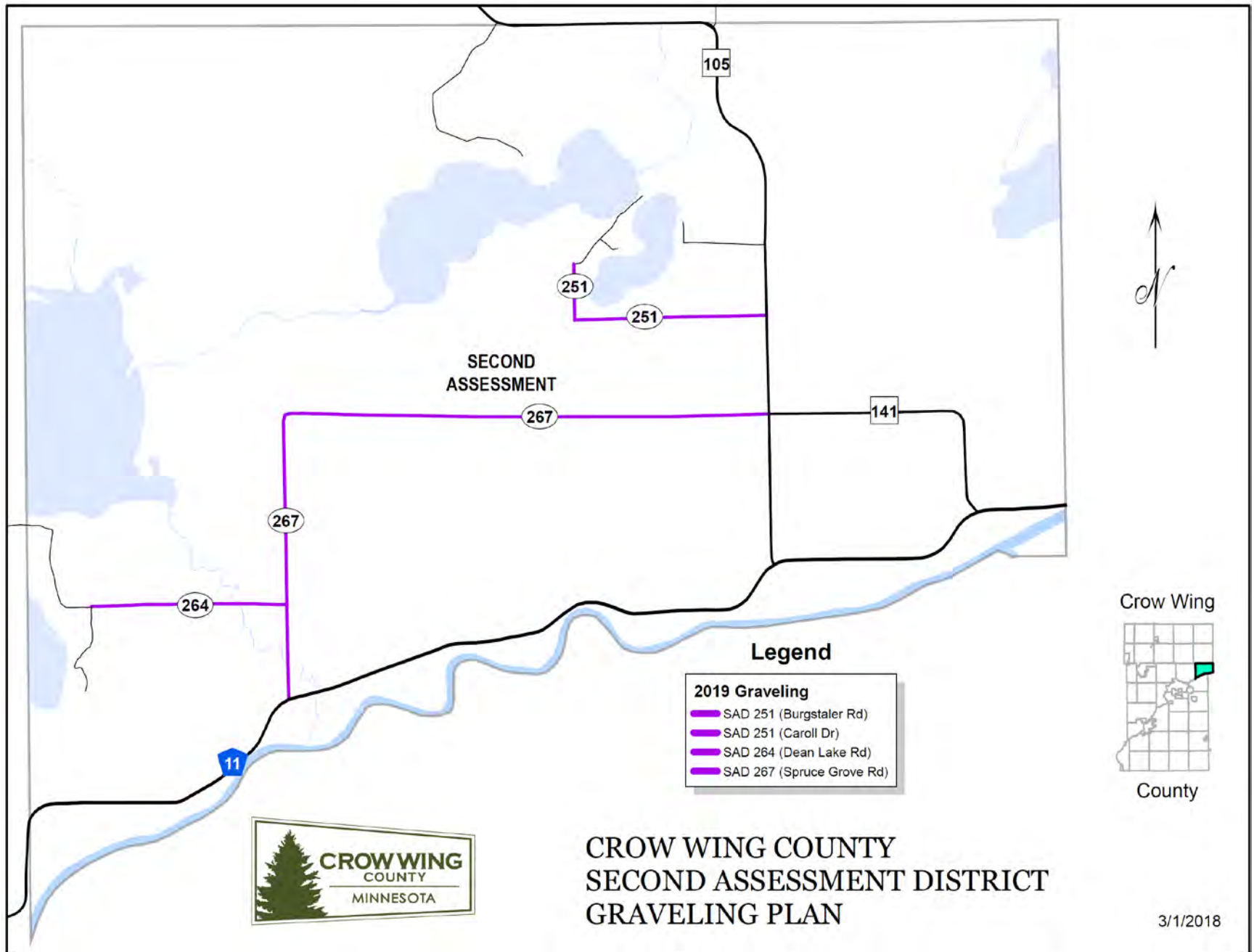
2020 FUNDING SOURCES			TOTAL	BRIDGE BONDING	TOWN BRIDGE ACCOUNT	FAD LEVY	SAD LEVY	LOCAL PARTICIPATION
ESTIMATED BALANCES CARRIED OVER FROM 2019			740,974	-	157,921	583,053	-	-
ESTIMATED ALLOTMENT FOR 2020			217,808	-	67,808	150,000	-	-
SPECIAL ALLOTMENTS (HPP, HSIP, STIMULUS, ADDITIONAL SA AND OTHERS)			-	-	-	-	-	-
BALANCE AVAILABLE TO DELIVER TO 2020 PROGRAM			958,782	-	225,729	733,053	-	-
2020 RESURFACING								
FAD 343	18-300-06	Resurfacing Soder Road	(25,000)	-	-	(25,000)	-	-
FAD 344	18-300-06	Resurfacing Round Lake Road	(40,000)	-	-	(40,000)	-	-
TOTAL>>>			(65,000)	-	-	(65,000)	-	-
2020 OTHER PROJECTS								
FAD Wide	018-200-000	Annual Pavement Marking Project	(3,000)	-	-	(3,000)	-	-
TOTAL>>>			(3,000)	-	-	(3,000)	-	-
2020 ENGINEERING								
FAD Wide	Various	FAD Engineering	(3,400)	-	-	(3,400)	-	-
TOTAL>>>			(3,400)	-	-	(3,400)	-	-
GRAND TOTAL>>>			(71,400)	-	-	(71,400)	-	-
BALANCE AVAILABLE TO DELIVER TO 2020 PROGRAM			958,782	-	225,729	733,053	-	-
Available to Carry Forward			887,382	-	225,729	661,653	-	-

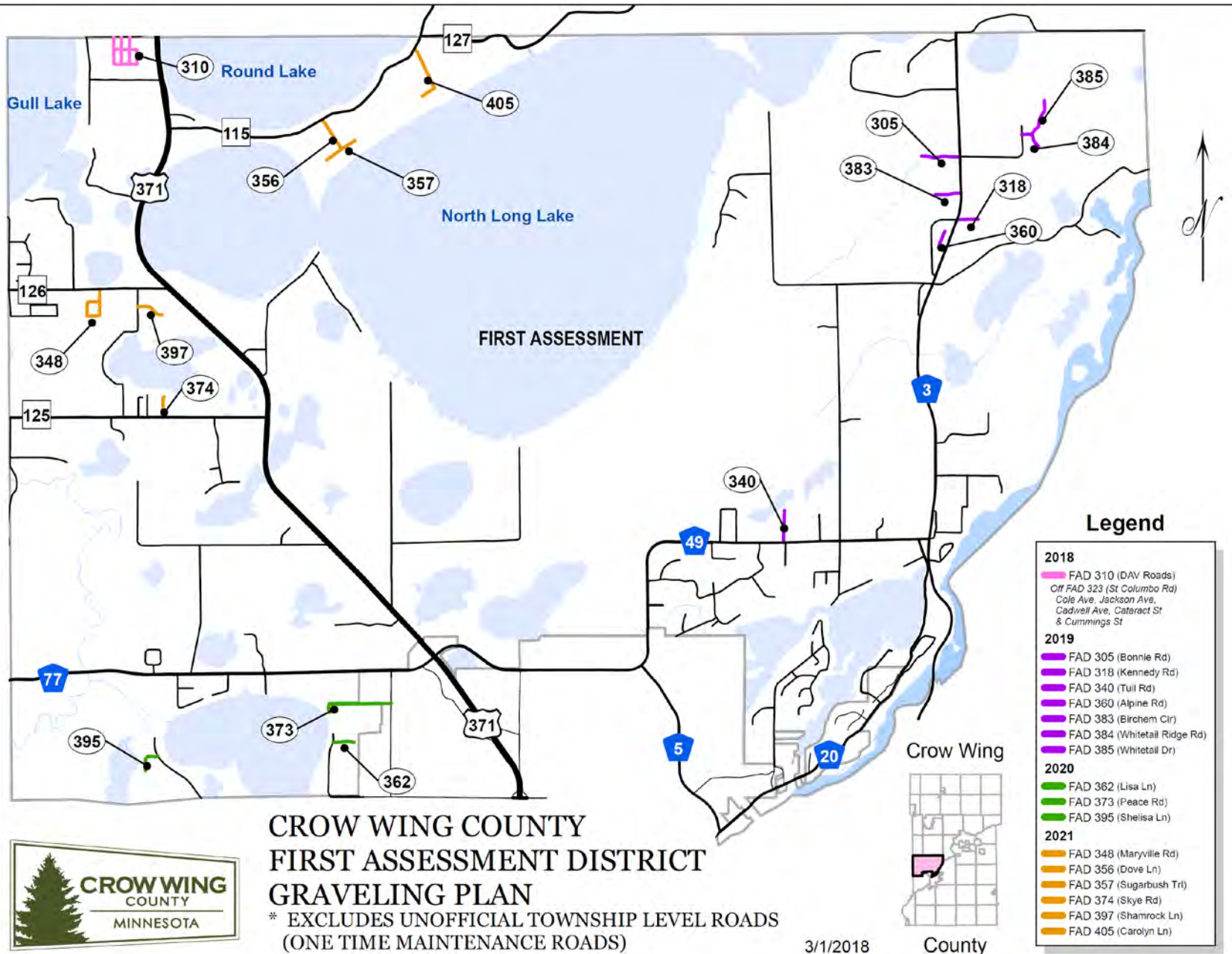
FAD PROPOSED 2021 PROGRAM

2021 FUNDING SOURCES			TOTAL	BRIDGE BONDING	TOWN BRIDGE ACCOUNT	FAD LEVY	SAD LEVY	LOCAL PARTICIPATION
ESTIMATED BALANCES CARRIED OVER FROM 2020			887,382	-	225,729	661,653	-	-
ESTIMATED ALLOTMENT FOR 2021			217,808	-	67,808	150,000	-	-
SPECIAL ALLOTMENTS (HPP, HSIP, STIMULUS, ADDITIONAL SA AND OTHERS)			-	-	-	-	-	-
BALANCE AVAILABLE TO DELIVER TO 2021 PROGRAM			1,105,190	-	293,537	811,653	-	-
2021 RESURFACING								
FAD 345	18-300-00	Resurfacing Ahrens Hill Road from CSAH 20 to CSAH 20	(105,000)	-	-	(105,000)	-	-
FAD 354	18-300-00	Resurfacing Miles Circle	(91,100)	-	-	(91,100)	-	-
FAD 367	18-300-00	Resurfacing Garrett Lane from Woida Road to N. end	(78,500)	-	-	(78,500)	-	-
TOTAL>>>			(274,600)	-	-	(274,600)	-	-
2021 OTHER PROJECTS								
FAD Wide	018-200-000	Annual Pavement Marking Project	(1,700)	-	-	(1,700)	-	-
TOTAL>>>			(1,700)	-	-	(1,700)	-	-
2021 ENGINEERING								
FAD Wide	Various	FAD Engineering	(13,815)	-	-	(13,815)	-	-
TOTAL>>>			(13,815)	-	-	(13,815)	-	-
GRAND TOTAL>>>			(290,115)	-	-	(290,115)	-	-
BALANCE AVAILABLE TO DELIVER TO 2021 PROGRAM			1,105,190	-	293,537	811,653	-	-
Available to Carry Forward			815,075	-	293,537	521,538	-	-

FAD PROPOSED 2022 PROGRAM

2022 FUNDING SOURCES			TOTAL	BRIDGE BONDING	TOWN BRIDGE ACCOUNT	FAD LEVY	SAD LEVY	LOCAL PARTICIPATION
ESTIMATED BALANCES CARRIED OVER FROM 2021			815,075	-	293,537	521,538	-	-
ESTIMATED ALLOTMENT FOR 2022			217,808	-	67,808	150,000	-	-
SPECIAL ALLOTMENTS (HPP, HSIP, STIMULUS, ADDITIONAL SA AND OTHERS)			-	-	-	-	-	-
BALANCE AVAILABLE TO DELIVER TO 2022 PROGRAM			1,032,883	-	361,345	671,538	-	-
2022 RESURFACING								
FAD 351	18-300-00	Resurfacing Landmark Drive from TH 371 to Birchdale Road	(33,800)	-	-	(33,800)	-	-
FAD 358	18-300-00	Resurfacing River Ridge Drive NW from Gull River Road to E. end	(36,100)	-	-	(36,100)	-	-
FAD 372	18-300-00	Resurfacing Hartley Drive from CR 125 to N. end	(29,800)	-	-	(29,800)	-	-
FAD 375	18-300-00	Resurfacing Heritage Road from CR 125 to N. end	(27,700)	-	-	(27,700)	-	-
FAD 379	18-300-00	Resurfacing Indigo Road from west end to TH 371	(84,000)	-	-	(84,000)	-	-
TOTAL>>>			(211,400)	-	-	(211,400)	-	-
2022 OTHER PROJECTS								
FAD Wide	018-200-000	Annual Pavement Marking Project	(1,500)	-	-	(1,500)	-	-
FAD 302	18-300-00	Seal Coat Barbeau Road from NW end to TH 371	(52,000)	-	-	(52,000)	-	-
FAD 305	18-300-00	Seal Coat Bonnie Road from CSAH 3 to 0.72 miles east	(19,000)	-	-	(19,000)	-	-
FAD 307	18-300-00	Seal Coat Carlson Lake Road from CSAH 77 to Barbeau Road	(27,000)	-	-	(27,000)	-	-
FAD 324	18-300-00	Seal Coat Smith Road from CSAH 49 to Legionville Road	(53,000)	-	-	(53,000)	-	-
TOTAL>>>			(152,500)	-	-	(152,500)	-	-
2022 ENGINEERING								
FAD Wide	Various	FAD Engineering	(18,195)	-	-	(18,195)	-	-
TOTAL>>>			(18,195)	-	-	(18,195)	-	-
GRAND TOTAL>>>			(382,095)	-	-	(382,095)	-	-
BALANCE AVAILABLE TO DELIVER TO 2022 PROGRAM			1,032,883	-	361,345	671,538	-	-
Available to Carry Forward			650,788	-	361,345	289,443	-	-





FAD Gravel Road Improvement Plan

PROPOSED 2018 GRAVELING

FAD 310	DAV Roads South of St. Columbo

PROPOSED 2019 GRAVELING

FAD 305	Bonnie Road From CSAH 3 to 0.3 Miles West
FAD 318	Kennedy Road from CSAH 3 to 0.16 Miles East
FAD 340	Tuil Road From CSAH 49 to 0.25 Miles North
FAD 360	Alpine Road From CSAH 3 to Cul-De-Sac
FAD 383	Birchem Circle from CSAH 3 to 0.17 Miles West
FAD 384	Whitetail Ridge Road From Bonnie Road to 0.18 Miles East and South
FAD 385	Whitetail Drive from Whitetail Ridge Road to 0.28 Miles North

PROPOSED 2020 GRAVELING

FAD 362	Lisa Lane From Garrett Lane to 0.16 Miles East
FAD 373	Peace Road From Inglewood Drive to 0.55 Miles West
FAD 395	Shelisa Lane From Welton Road to 0.18 Miles West and South

PROPOSED 2021 GRAVELING

FAD 348	Maryville Road From CR 126 to 0.49 Miles South
FAD 356	Dove Lane From CR 115 to 0.28 Miles SE
FAD 357	Sugar Bush Trail From Dove Lane to 0.16 Miles North and South
FAD 374	Skye Road From CR 125 to 0.16 Miles North
FAD 397	Shamrock Lane From Hartley Lake Road to 0.20 Miles East
FAD 405	Carolyn Lane From CR 115 to 0.43 Miles South and West

PROPOSED 2022 GRAVELING

FAD 310	DAV Roads South of St. Columbo

Pavement Condition Ratings



In Crow Wing County, a roadway's pavement condition is quantified using its Ride Quality Index (RQI) which is closely related to the overall roughness of that road section. Considerations are also given to the level of surface distress that it may be experiencing. Most commonly these take the form of roadway cracking and rutting and can be closely related to the roughness on some roadways. Generally RQI is used to determine when rehabilitation is needed. Understanding the type and cause of the surface distress helps determine what form of rehabilitation is needed.

Crow Wing County uses the following RQI figures to classify each of its roadways:

RIDE QUALITY INDEX (RQI) RANGES	
CATEGORY	RQI
VERY GOOD	81-100
GOOD	61-80
FAIR	41-60
POOR	21-40
VERY POOR	0-20

Note: Users commonly begin to complain when RQI drops below 50

The RQI and surface distress of each County State Aid Highway (CSAH) and County Road (CR) is measured by the Minnesota Department of Transportation (MnDOT) every two years. This serves as the basis of Crow Wing County's pavement management program. Using this data, well defined RQI deterioration curves (mathematical formulas) have been developed to project pavement condition between the years of these actual measurements.

Roadway Improvement Priority



Roadway improvement priority is based on a combination of traffic volume expressed as Average Annual Daily Traffic (AADT) and Ride Quality Index (RQI). The following RQI thresholds are intended to assist decision makers determine when roadways in each category will be considered for resurfacing or other forms of rehabilitation. In general, higher volume roadways are expected to maintain higher standards of smoothness or RQI.

Crow Wing County uses the following RQI threshold categories to assist setting roadway improvement priorities. In general, roadways with larger deviations from these established thresholds will receive higher priority while competing for limited funding resources. Roadways allowed to drop below these thresholds without being improved are defined as deferred.

County State Aid Highway (CSAH)		
ADT	RQI	Goal
≥ 5000	60	Maintain Good/Very Good Rating for all High Volume CSAHs
≥ 2800<5000	56	Maintain Fair/Good rating for all Moderate Volume CSAHs
≥ 500<2800	52	Maintain Fair/Good rating for all Moderate Volume CSAHs
<500	48	Maintain Fair Rating for all Low Volume CSAHs

County Roads (CR)		
ADT	RQI	Goal
≥ 5000	60	Maintain Good/Very Good Rating for all High Volume CRs
≥ 2800<5000	56	Maintain Fair/Good rating for all Moderate Volume CRs
≥ 500<2800	52	Maintain Fair/Good rating for all Moderate Volume CRs
<500	48	Maintain Fair Rating for all Low Volume CRs

A comprehensive list of roadway priorities is included on pages 30 and 31. Please note that most roadways currently in a deferred status are scheduled for improvement over the next five years. Those listed with large RQI threshold deviations have been in deferred status for several years due primarily to limited transportation funding.

2018 County State Aid Highway (CSAH) Priority List

ROAD	FROM	TO	LENGTH	2017 RQI	Last Project	Age	Condition Rating	RQI Threshold	2017 RQI DELTA	AADT Range	Functional Class	PROGRAM YEAR
CSAH 17	W CO LN	PATRIOT AVE	0.84	35	1994	24	Poor	52	-17	2800 - 500 CSAH	Rural Major and Urban Collector	2018
CSAH 22	CSAH-23	CSAH-8	6.50	31	1997	21	Poor	48	-17	0 - 500 CSAH	Rural Major and Urban Collector	2019
CSAH 30	PENNINGTON ACCESS ROAD	CSAH-34	2.88	35	1987	31	Poor	52	-17	2800 - 500 CSAH	Rural Major and Urban Collector	2018
CSAH 30	CSAH-34	TH 6	4.49	33	1987	31	Poor	48	-15	0 - 500 CSAH	Rural Major and Urban Collector	2018
CSAH 43	ALONG W CO LN	CSAH 56	0.70	33	1988	30	Poor	48	-15	0 - 500 CSAH	Rural Minor Collector	2020
CSAH 56	CSAH-43	0.2 MI N	0.20	33	1988	30	Poor	48	-15	0 - 500 CSAH	Rural Minor Collector	2020
CSAH 11	TH-6	E CO LINE	10.00	35	1997	21	Poor	48	-13	0 - 500 CSAH	Rural Major and Urban Collector	2020
CSAH 13	TH-371	CR-137	2.70	39	1997	21	Poor	52	-13	2800 - 500 CSAH	Rural Major and Urban Collector	2020
CSAH 13	CR-137	CSAH-4	3.10	41	1998	20	Fair	52	-11	2800 - 500 CSAH	Rural Major and Urban Collector	2020
CSAH 22	TH-25	CSAH-23	3.60	42	1998	20	Fair	52	-10	2800 - 500 CSAH	Rural Major and Urban Collector	2019
CSAH 31	SOUTH ST	NORTH ST CUYUNA	0.25	43	2010	8	Fair	52	-9	2800 - 500 CSAH	Rural Minor Collector	2023+
CSAH 3	0.12 MILES S OF CSAH-66	CSAH-37	0.40	52	2005	13	Fair	60	-8	11000 - 5000 CSAH	Minor Arterial	2023+
CSAH 10	S JCT TH-18	N JCT TH-18	3.40	41	1995	23	Fair	48	-7	0 - 500 CSAH	Rural Major and Urban Collector	2019
CSAH 36	CSAH-3	CSAH-37	1.60	45	1984	34	Fair	52	-7	2800 - 500 CSAH	Rural Major and Urban Collector	2020
CSAH 2	CSAH-45	TH-25	4.20	46	1997	21	Fair	52	-6	2800 - 500 CSAH	Rural Major and Urban Collector	2018
CSAH 30	TH-210	PENNINGTON ACCESS ROAD	0.30	47	1993	25	Fair	52	-5	2800 - 500 CSAH	Rural Major and Urban Collector	2018
CSAH 20	TH-210	JACKSON ST.	0.70	58	2003	15	Fair	60	-2	11000 - 5000 CSAH	Rural Major and Urban Collector	2021
CSAH 26	CSAH-8	TH-169	5.30	47	1992	26	Fair	48	-1	0 - 500 CSAH	Rural Major and Urban Collector	2019
CSAH 36	CUYUNA TRAIL	E CO LN	2.10	47	2005	13	Fair	48	-1	0 - 500 CSAH	Rural Major and Urban Collector	2023+
CSAH 3	TH-210	N LIMS BRAINERD	1.47	60	2008	10	Fair	60	0	11000 - 5000 CSAH	Minor Arterial	2023+
CSAH 8	7.7 MI N TH-18	CSAH-12	3.10	52	1995	23	Fair	52	0	2800 - 500 CSAH	Rural Major and Urban Collector	2019
CSAH 21	CR-131	TH-371	5.80	52	1987	31	Fair	52	0	2800 - 500 CSAH	Rural Minor Collector	2018
CSAH 37	CSAH-36	CSAH-3	0.67	52	1986	32	Fair	52	0	2800 - 500 CSAH	Rural Minor Collector	2020
CSAH 3	N LIMS BRAINERD	CRYSTAL LAKE ROAD	5.70	61	1998	20	Good	60	1	11000 - 5000 CSAH	Minor Arterial	2018

2018 County Road (CR) Priority List

ROAD	FROM	TO	LENGTH	2017 RQI	Last Project	Age	Condition Rating	RQI Threshold	2017 RQI DELTA	AADT Range	Functional Class	PROGRAM YEAR
CR 124	TH-18	TH-6	4.93	30	1993	25	Poor	48	-18	0 - 500 CR	Local	2018
CR 115	S JCT TH-371	CR 127	2.32	35	1985	33	Poor	52	-17	2800 - 500 CR	Rural Minor Collector	2023+
CR 115	CR 127	N JCT TH-371	2.51	35	1985	33	Poor	52	-17	2800 - 500 CR	Rural Minor Collector	2023+
CR 148	TH-25	CSAH-23	4.00	35	1999	19	Poor	52	-17	2800 - 500 CR	Local	2019
CR 111	CSAH-10	TH-210	3.83	32	2002	16	Poor	48	-16	0 - 500 CR	Local	2018
CR 136	CSAH-1	N CO LN	5.00	38	2000	18	Poor	52	-14	2800 - 500 CR	Rural Minor Collector	2019
CR 107	S JCT TH-371	N JCT TH-371	3.25	41	2001	17	Fair	52	-11	2800 - 500 CR	Local	2021
CR 117	TH-371	CSAH-45	0.65	49	2004	14	Fair	60	-11	11000 - 5000 CR	Rural Major and Urban Collector	2022
CR 105	CSAH-11	MCNEAL ROAD	3.10	40	2000	18	Poor	48	-8	0 - 500 CR	Rural Minor Collector	2020
CR 116	CSAH-3	MISSION LAKE ACCESS	1.37	44	1998	20	Fair	52	-8	2800 - 500 CR	Local	2020
CR 147	TH-210	CO LANDFILL	0.15	42	2001	17	Fair	48	-6	0 - 500 CR	Local	2019
CR 133	S JCT TH-6	E CO LN	4.50	43	2004	14	Fair	48	-5	0 - 500 CR	Local	2020
CR 138	CSAH-2	TH-169	3.14	44	2004	14	Fair	48	-4	0 - 500 CR	Local	2022
CR 113	CSAH-51	CSAH-2	4.94	45	2003	15	Fair	48	-3	0 - 500 CR	Rural Minor Collector	2022
CR 123	CSAH-21	CR-153	2.29	45	2001	17	Fair	48	-3	0 - 500 CR	Local	2020
CR 118	CSAH-4	CSAH-3	2.65	51	1984	34	Fair	52	-1	2800 - 500 CR	Local	2018
CR 145	POUALACK ST (JENKINS)	VETERANS ST (JENKINS)	0.64	51	2003	15	Fair	52	-1	2800 - 500 CR	Rural Minor Collector	2023+
CR 145	VETERANS ST (JENKINS)	CSAH-16	3.19	51	2003	15	Fair	52	-1	2800 - 500 CR	Rural Minor Collector	2023+
CR 168	W CO LN	PATRIOT AVE	1.00	51	1995	23	Fair	52	-1	2800 - 500 CR	Local	2018
CR 109	CSAH-3	CSAH-19	4.86	52	2000	18	Fair	52	0	2800 - 500 CR	Rural Minor Collector	2021
CR 131	KOERING RD	CSAH-45 (SLEEPY HOLLOW RD)	6.03	48	2002	16	Fair	48	0	0 - 500 CR	Rural Minor Collector	2022
CR 128	TH-210	CSAH-59	2.87	49	1998	20	Fair	48	1	0 - 500 CR	Local	2021

Roadway Improvement Deferments

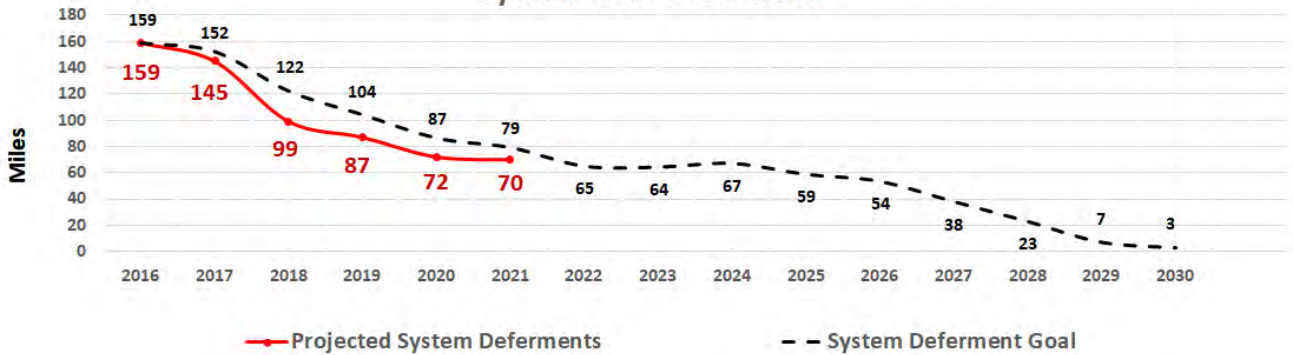


In 2015 Crow Wing County started to place an increased focus on eliminating the occurrences of roadway improvement deferments. The goal is to have zero deferments by 2030. The implementation of the 2016-2025 county-wide sales tax was specifically intended to generate the transportation funding necessary to make roadway improvements as soon as the RQI threshold is reached. Please refer to page 39 for a graphical depiction of how the roadway improvements contained in this document are advancing Crow Wing County's goal of eliminating deferments by 2030.

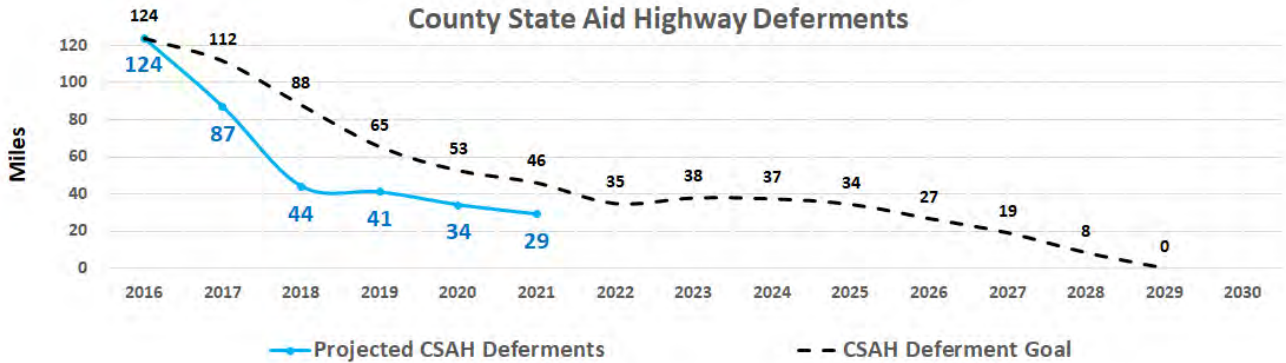
Deferment Elimination Progress



System-Wide Deferments



County State Aid Highway Deferments



County Road (CR) Deferments





CROW WING
COUNTY
MINNESOTA

CROW WING COUNTY RESOLUTION 2015-68



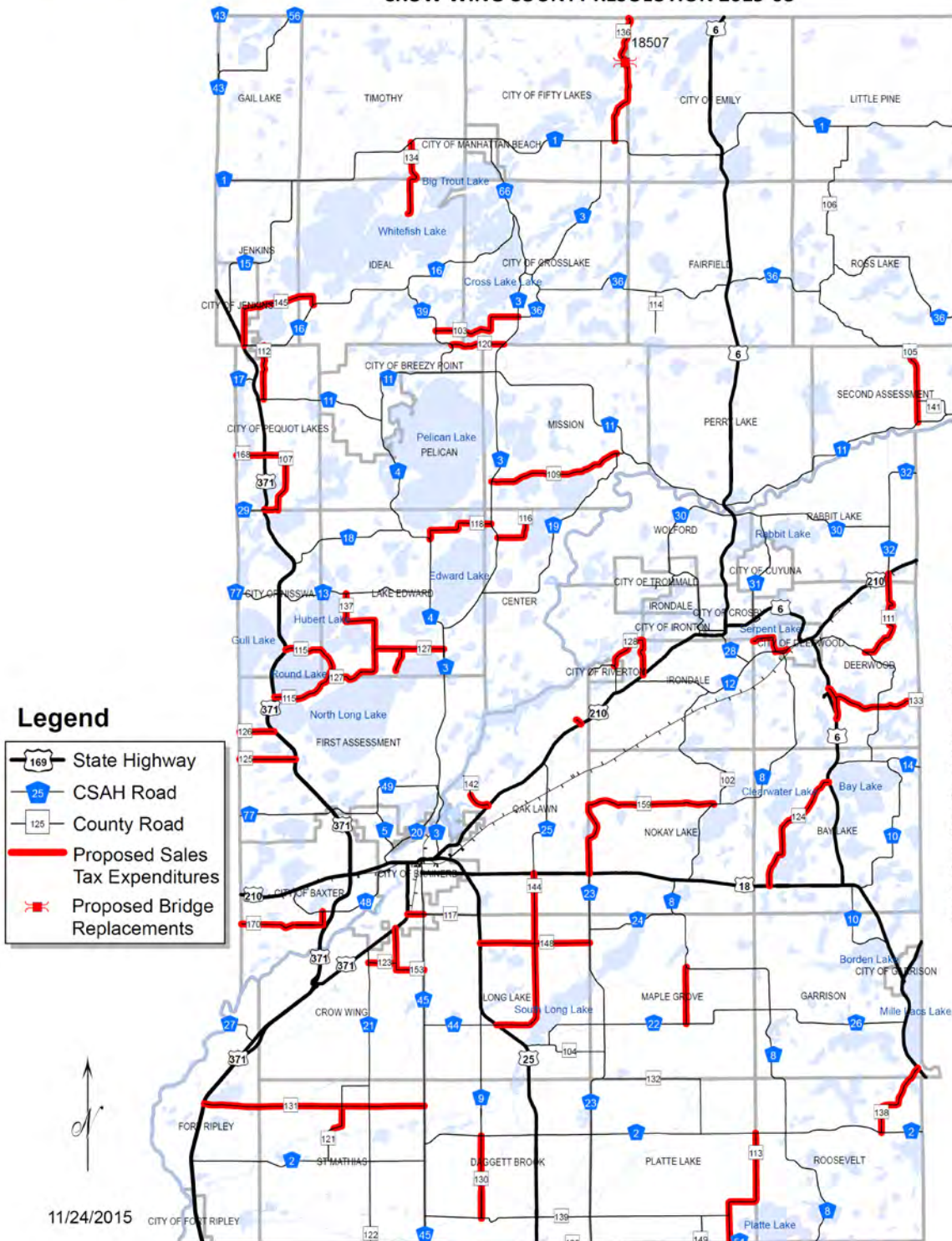
ADOPTED 12/15/15



2016-2025 COUNTY ROAD (CR) SALES TAX IMPLEMENTATION PLAN

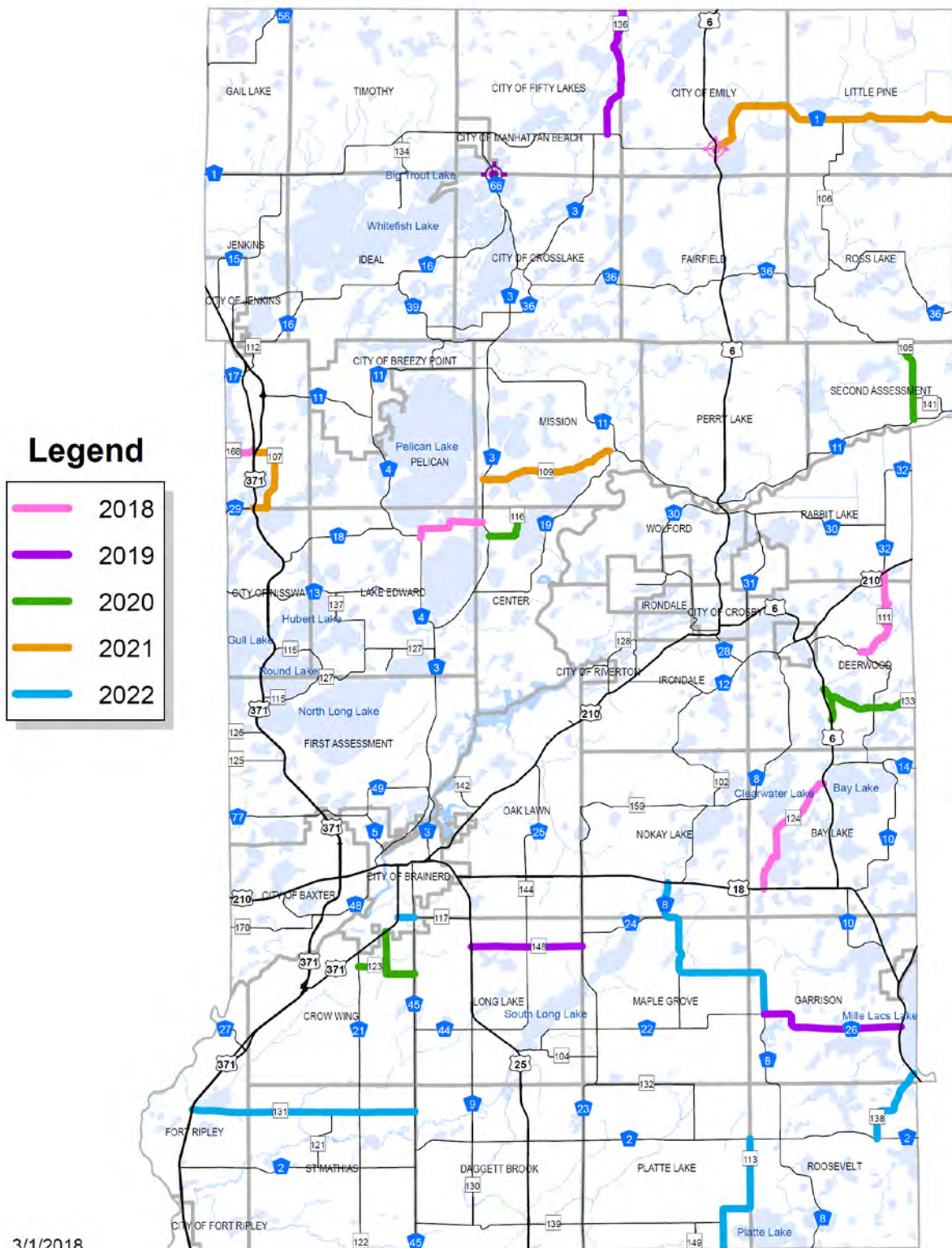
ATTACHMENT A

CROW WING COUNTY RESOLUTION 2015-68



Map by Crow Wing County Highway Department.
For Questions or Information Contact County Hwy. Dept. at 218-824-1110.
For Information on State Highways Contact MnDOT at 218-829-5700.

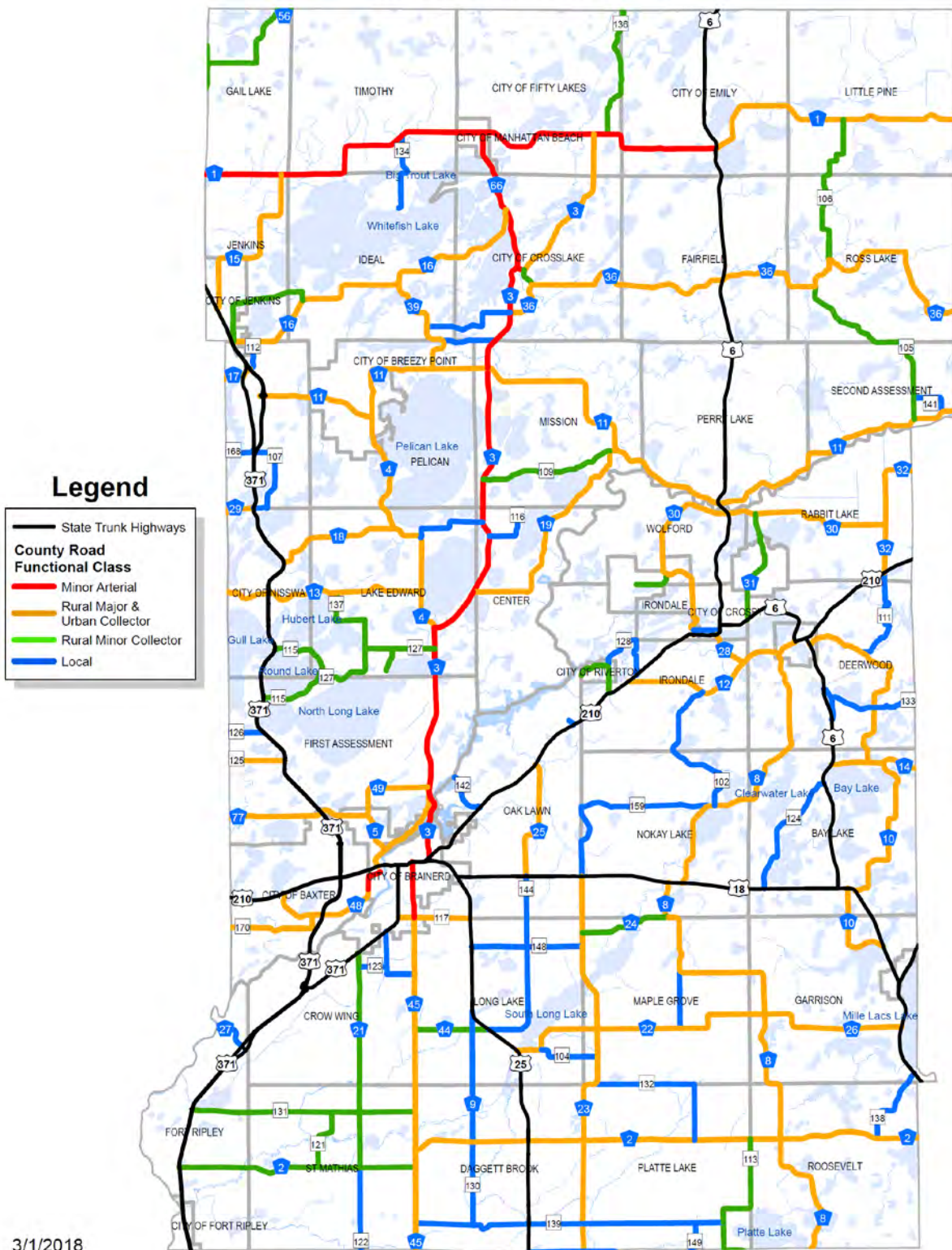
CROW WING COUNTY 2018-2022 Sales Tax Projects



Map by Crow Wing County Highway Department.
For Questions or Information Contact County Hwy. Dept. at 218-824-1110.
For Information on State highways Contact MnDOT at 218-828-5700.

3/1/2018

CROW WING COUNTY FUNCTIONAL CLASS



Map by Crow Wing County Highway Department.
For Questions or Information Contact County Hwy. Dept. at 218-824-1110.
For Information on State Highways Contact MnDOT at 218-828-5700.

3/1/2018

CROW WING COUNTY

Bridge Priority List

Legend

Rehabilitation

- 6518 (CSAH 3)
- 18510 (CSAH 66)

Replacement

County

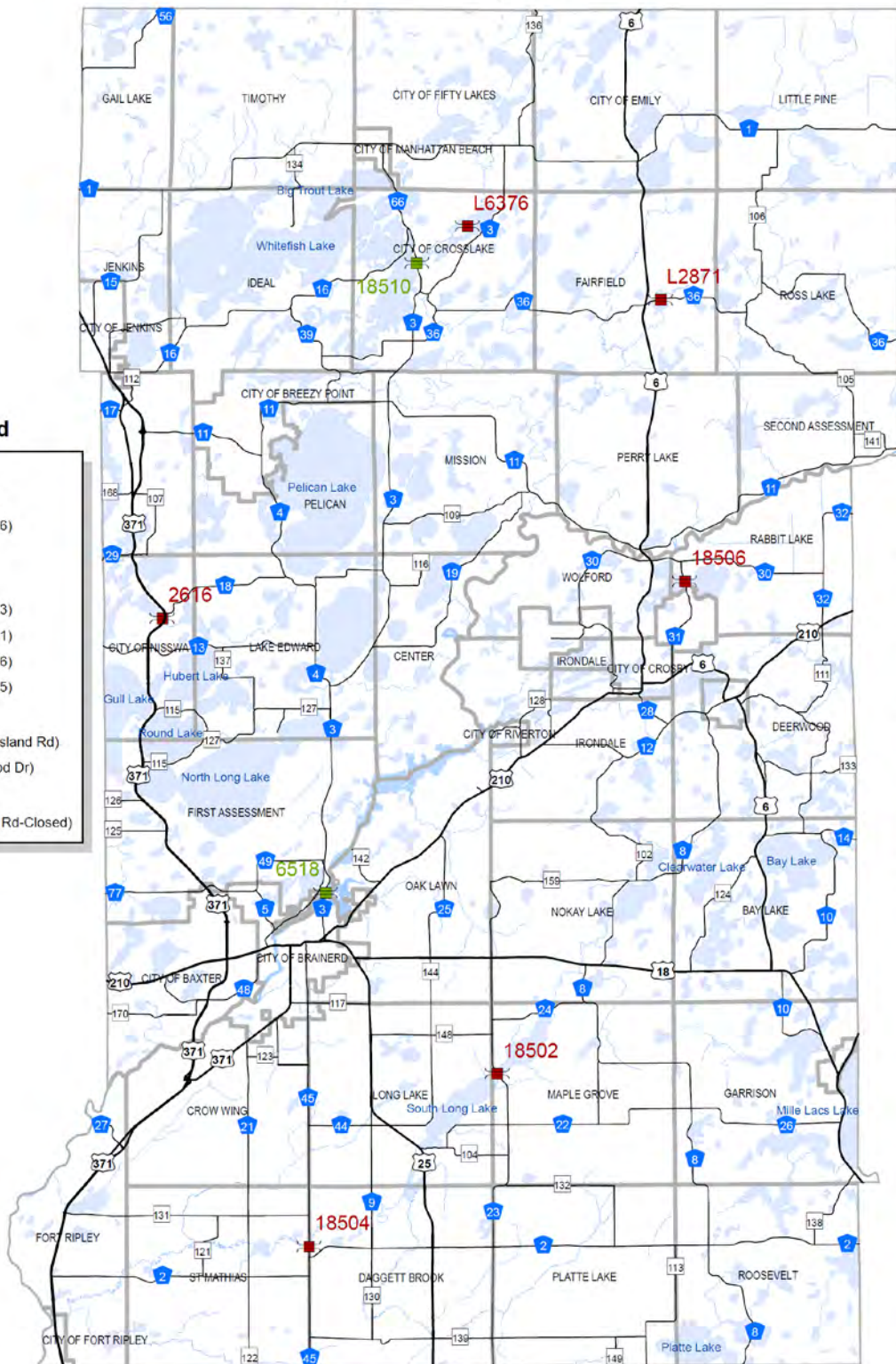
- 18502 (CSAH 23)
- 18506 (CSAH 31)
- L2871 (CSAH 36)
- 18504 (CSAH 45)

City

- L6376 (Dream Island Rd)
- 2616 (Hazelwood Dr)

Township

- L3942 (Koering Rd-Closed)



3/1/2018

Map by Crow Wing County Highway Department.
For Questions or Information Contact County Hwy. Dept. at 218-824-1110.
For Information on State highways Contact MnDOT at 218-828-5700.



2018 CSAH/CR/FAD Bridge Replacement Priority List

Bridge Number	Location	Road System	Year Built	ADT		Suff. Rating	Replacement Cost	Funding	Remarks
18502	CSAH 23 (Noka. River)	CSAH	1960	796	(2008)	71.2	\$349,500	State Bonding/State Aid	Deteriorating condition of the superstructure and substructure. Longitudinal cracks in lower legs of the channels. The piles have moderate decay occurring w/ isolated section loss. In initial planning and design w/ replacement anticipated in 2021.
18504	CSAH 45 (Noka. River)	CSAH	1970	968	(2008)	70.4	\$807,100	State Bonding/State Aide	Considered structurally deficient because of the deteriorated condition of the center channels in the center and north spans. The rest of the superstructure continues to Deteriorate with longitudinal cracks in lower legs of the channels. In initial planning w/ replacement anticipated in 2022.
18506	CSAH 31 (Rabbit Lake)	CSAH	1974	1,663	(2008)	62.4	\$781,500	State Bonding/State Aid	Deteriorating condition of the superstructure. Rusting occurring in the steel bridge beams. Deterioration of the outside beams is too far advanced for painting to be practical. Need to plan for a replacement in the next 5 to 10 years. LEAD PAINT!
L2871	CSAH 36 (Mud Brook)	CSAH	1936	267	(2008)	64.5	\$270,800	State Bonding/State Aid	General Deterioration. Too narrow for current traffic level. Currently in the preliminary design phase.
6518	CSAH 3 (Mississippi River)	CSAH	1950	10,300	(2015)	66.6	\$3,330,100	State Bonding/State Aide	Minor deterioration of the deck and steel beams in non-critical locations. The piers have moderate to heavy concrete scaling typically from 6 inches above to 3 feet below the waterline w/ penetrations up to 2 inches exposing the reinforcing steel. Bridge is restricted to some over weight vehicles. Anticipate a \$ 250K to \$300K rehab and paint project in 5 to 10 years.
92168	CSAH 2 (Daggett Brook)	CSAH	1967	1,663	(2008)	82.5	\$255,000	State Bonding/State Aid	Galvanized steel plate culvert. Rusting and pitting at and below the waterline.
92547	CSAH 21 (Hay Creek)	CSAH	1960	1,361	(2008)	94.2	\$275,600	State Bonding/State Aide	Galvanized steel plate culvert. Rusting and pitting at and below the waterline.
18510	CSAH 66 (Daggett Brook N.)	CSAH	1979	6149	(2008)	94.7	\$1,732,200	State Bonding/State Aide	Concrete wearing surface and fascia repair. There are cracks in the concrete surface along the bridge "T" beam joints. There is delamination on the outside faces of the bridge that if left unchecked could be a danger to passing boaters. Anticipate a \$250K deck rehab project in 5 to 10 years.
18507	CR 136 (Crooked Creek)	Cnty	1974	330	(2015)	94.8	\$270,800	State Bonding/Local Levy	General Deterioration. Initial section loss of the wood piling. Approach fill is eroding away behind the backer boards & wingwalls, causing sinkholes to develop in the approaches. Planning for a new bituminous wearing surface in 2019 in conjunction with planned road work.
18503	CSAH 15 (Pine River)	CSAH	1971	560	(2015)	90.6	\$970,400	State Bonding/State Aide	Good candidate for a bridge rehab. Anticipate a \$300K to \$350K for a deck rehab and painting the bridge beams. LEAD PAINT! The bridge is scheduled for approach work w/ the bituminous road paving in 2021.

Bridges highlighted in yellow are contained in the proposed 2017 Crow Wing County bridge priority resolution.
Replacement costs are based on construction costs from 2015, 2016 and 2017.

2018 Township Bridge Replacement Priority List

Bridge Number	Location	Road System	Year Built	ADT		Suff. Rating	Replacement Cost	Funding	Remarks
L2849	Oak Lawn (Jordan Rd.)	TWP	1915	20	(1991)	59.9	\$150,000	Town Bridge	Deteriorated conditions. Posted at 26/40 tons. Dead end road, old TH 210 segment, providing access to limited residential properties.
L3942	St. Mathias (Koering Rd.)	TWP	1908	20	(1973)	19.9	\$457,100	Town Bridge	STRUCTURALLY DEFICIENT. CLOSED. Out of service since 1987. Through "town line" road.
L5862	Maple Grove (Leisure Lane)	TWP	1972	60	(1989)	81.0	\$223,600	Town Bridge	Posted at 26/40 tons, Through road serving properties along the south shore of Upper South Long Lake. Initial deterioration of the wood piles and the fasteners in wood slab superstructure.

Bridges highlighted in yellow are contained in the proposed 2017 Crow Wing County bridge priority resolution.

2018 City Bridge Replacement Priority List

Bridge Number	Location	Road System	Year Built	ADT		Suff. Rating	Replacement Cost	Funding	Remarks
2616	Nisswa (Hazelwood Dr.)	City	1928	850	(2008)	37.3	\$174,800	State Bonding	FUNCTIONALLY OBSOLETE. Posted at 18/30 tons. Through road serving residential and recreational developments.
L2877	Roosevelt Dr. (Crooked Creek)	City	1960	15	(1986)	64.9	\$406,540	State Bonding	Deteriorating condition of the superstructure. Rusting occurring in the steel bridge beams.
L2878	Dam Rd. (Emily)	City	1937	10	(1986)	50.2	\$304,500	Local	Posted at 18/30 tons. Dead end road providing access to state and public lands. Only timber harvesters impacted by the load rating at this time. There are no permanent residents on the far side of the bridge. As the wood decking and steel beams deteriorate expect the load rating to continue to fall. Minimum deck rehab recommended only.
18533 (L6376)	Crosslake (Dream Island Rd.)	City	2017	<50	2016	93.6	\$454,500 w/ approach work	State Bonding	Bridge was completed late last fall, The approaches still need to be paved and seeded.

Bridges highlighted in yellow are contained in the proposed 2017 Crow Wing County bridge priority resolution. Bridges highlighted in red are under construction.

Contact Information



Crow Wing County Highway Department
16589 County Road 142
Brainerd, MN 56401
218-824-1110

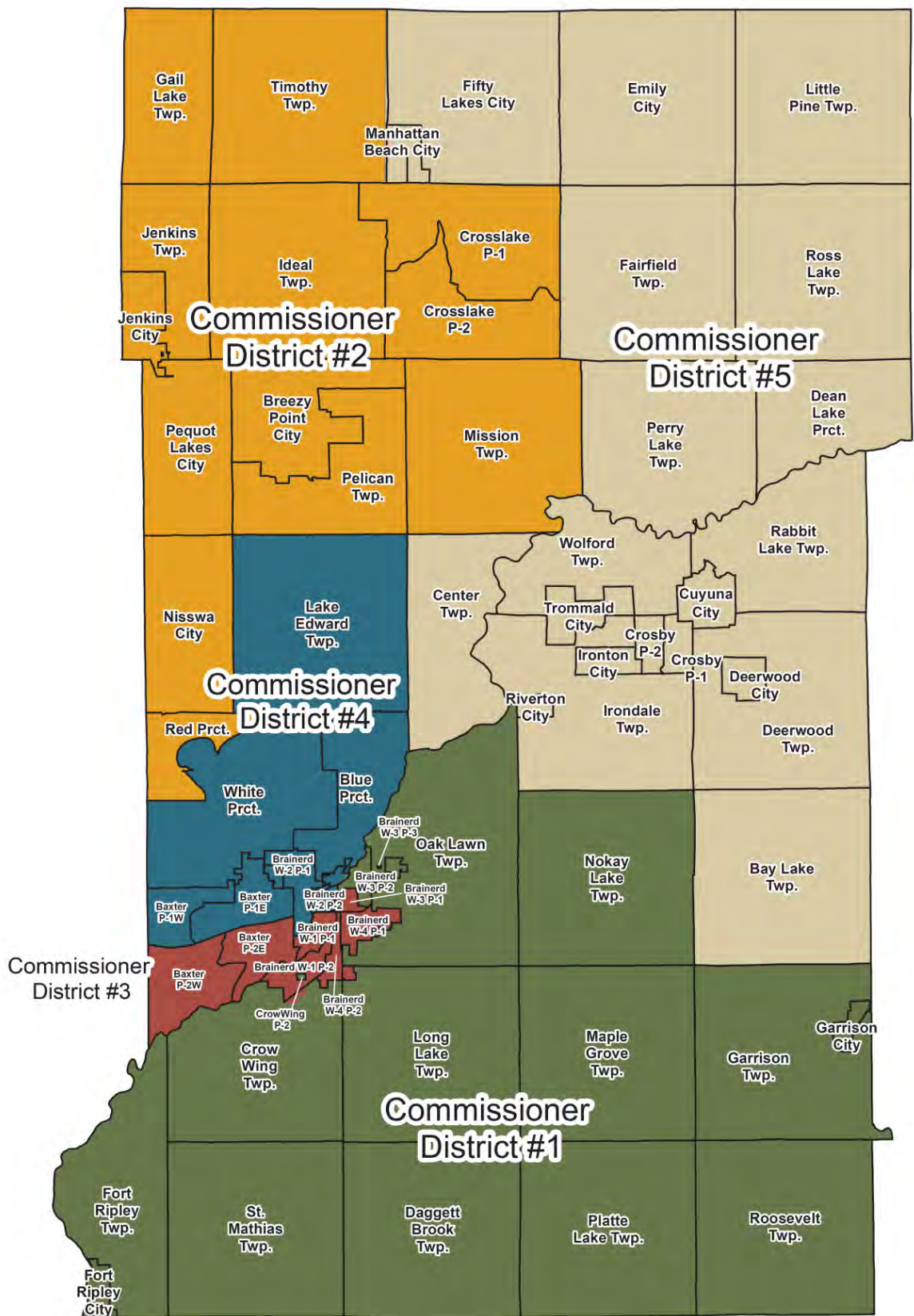
Timothy Bray, P.E.
County Engineer

Rob Hall, P.E.
Assistant County Engineer

Crow Wing County Commissioners
326 Laurel Street
Brainerd, MN 56401

Paul Koering
Paul Thiede
Rachel Reabe-Nystrom
Rosemary Franzen
Doug Houge

District 1
District 2
District 3
District 4
District 5



Notes



GLOSSARY

800 MHz is a project to upgrade radio technology for emergency management.

Accrual Accounting recognizes revenue and expenses in the time period that the revenue was earned or the liability, for an expense, was incurred regardless of when the revenue was received or the expense was paid.

ADT stands for Average Daily Traffic.

Advance Refunding is a transaction in which new debt is issued to provide funds to pay interest on old, outstanding debt as it becomes due, and to pay the principal on the old debt either as it matures or at an earlier call date.

Appropriation is the legal authorization granted by the County Board of Commissioners which permits the County to make expenditures and incur obligations for specific purposes.

Approved Budget is the budget adopted by the County Board of Commissioners each fiscal year.

Aquatic Invasive Species (AIS) is an aquatic plant or animal that is not native to a specific location and has a tendency to spread, which is believed to cause damage to the environment, human economy and/or human health.

Arbitrage is the simultaneous purchase and sale of an asset to profit from a difference in the price.

Assessed Value is the valuation placed upon property as a result of the assessment process.

Assessment is the process of making the official valuation of property for taxation.

Balanced Budget refers to a budget in which revenues are equal to expenditures. Thus, neither a budget deficit nor a budget surplus exists.

Bond is a debt investment in which an investor loans money to an entity which borrows the funds for a defined period of time at a variable or fixed interest rate.

Budget is a preliminary financial plan that estimates revenue and expenditures for a specified period.

Building Automation Systems (BAS) is the automatic centralized control of a building's heating, ventilation and air conditioning system.

GLOSSARY

BWSR stands for Board of Water and Soil Resources.

CAMA stands for Computer-Assisted Mass Appraisal and is a software system used by Property Valuation and Classification is appraising property.

Capital Expenditures are the outlay of money to acquire or improve the County's fixed assets such as buildings and machinery.

Capital Outlay includes expenditures related to capital improvements funded with County tax dollars.

Capital Projects Fund is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Central Minnesota Community Corrections (CMCC) is a joint venture between Crow Wing, Aitkin, and Morrison counties to provide detention and correction services to adults and juveniles under the jurisdiction of the counties.

Charges for Services are fees collected for various County-provided services such as property deeds, waste management, jail bed space, etc.

CHIPS stands for Child in Need of Protection or Services.

CIP stands for Capital Improvements Plan and is the County's rolling six-year plan for capital improvements and expenditures.

Comprehensive Annual Financial Report (CAFR) is the official summary of all financial transactions for the year.

Computerized Maintenance Management System (CMMS) maintains a computer database of information about an organization's maintenance operations.

Community Services Fund is used to account for all costs for human services, health, and veteran services. Financing comes primarily from an annual property tax levy and restricted intergovernmental revenue from the state and federal governments.

Conservation of Natural Resources includes activities of the Public Land Management Fund.

County Program Aid (CPA) was formerly was known as Homestead and Agricultural Credit Aid (HACA).

GLOSSARY

CR stands for County Road.

CSAH stands for County State Aid Highway.

Culture & Recreation includes activity of the Kitchigami Regional Library and other recreation.

Debt is an obligation to pay resulting from the borrowing of money or from the purchase of goods and services.

Debt Service refers to expenditures related to debt and includes principal, interest and related fees.

Debt Service Fund is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.

DHS stands for Department of Human Services.

DNR stands for Department of Natural Resources.

DOC stands for Department of Corrections.

DOR stands for Department of Revenue.

e-CRV stands for electronic Certificate of Real Estate Value. A Certificate of Real Estate Value (CRV) is required to document a sale of property in Minnesota. CRV information is reviewed by the county of sale and the Department of Revenue to verify sale terms and ensure fair and equitable property tax assessments statewide. e-CRV may be used for ALL counties of sale.

EAW stands for Environmental Assessment worksheet.

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises, or where the costs of providing services to the general public are to be financed or recovered primarily through user charges.

Enterprise Risk Management (ERM) is a process that identifies and seeks to mitigate hazard, financial, operational, and strategic risks

GLOSSARY

Enterprise Resource Planning (ERP) is business management software; usually a suite of integrated applications that a company can use to collect, store, manage and interpret data from many business activities.

Environmental Trust Fund is a permanent fund used to report resources legally restricted to the extent that only earnings, and not principal from the fund, may be used for environmental purposes.

ES stands for Environmental Services.

FEMA stands for Federal Emergency Management Agency.

Fiscal Notes summarize the monetary impact of a proposed or requested action or budgetary adjustment.

Fixed Asset refers to tangible property used in the operations of a business, but not expected to be consumed or converted into cash in the ordinary course of events. Plant, machinery and equipment, furniture and fixtures, and leasehold improvements comprise the capital assets of most entities.

FSC stands for Forest Stewardship Council.

FTEs stands for Full Time Equivalents. FTEs are calculated as a portion of total hours of a full-time position (2,080).

Fund Balance is also known as fund equity and is the difference between financial assets and fund liabilities.

GASB stands for Governmental Accounting Standards Board.

General Fund is the County's primary operating fund. It is used to account for and report all financial resources not accounted for and reported in another fund.

General Government includes legislative, administrative, legal, financial, court, and property related activities and all other costs not included in public safety, highway, culture and recreation, human services, economic development, conservation of natural resources, sanitation and health.

General Obligation Bonds are bonds backed by the full faith and credit of a government and repaid with general revenue and borrowings.

GLOSSARY

Generally Accepted Accounting Principles (GAAP) is the uniform minimum standards and guidelines for financial accounting and reporting. The primary authoritative body on the applications of GAAP to local governments, the Governmental Accounting Standards Board (GASB).

GFOA stands for Government Finance Officers Association.

Governmental Funds are typically used to account for most of a government's activities.

HC stands for Health Care.

Health includes public health services and environmental health services provided by the Community Health and Environmental Services Department.

HVAC stands for heating, ventilating and air conditioning

HHW stands for Household Hazardous Waste.

High Intensity Discharge (HID) are a type of electrical gas-discharge lamp which produces high intensity light while reducing power consumption.

Highway Improvement Plan (HIP) is a planning document which summarizes the Highway Department's plans for infrastructure improvements over a 5 year period.

Highway Fund is used to account for all costs for maintenance and construction of streets and highways. Financing comes primarily from an annual property tax levy and restricted intergovernmental revenue from the state and federal governments.

HRIS stands for Human Resources Information Services.

ICAC stands for Internet Crimes Against Children.

Intergovernmental Revenues are revenues from other governments in the form of local, state and federal grants, entitlements, and property tax relief.

GLOSSARY

Investment Revenue refers to revenue earned as interest on County investments.

Lakes Area Drug Investigative Division (LADID) is a multi-jurisdictional task force focused on addressing drug-related crime in local communities.

Lake Improvement District (LID) is a district formed on a certain lake to raise funding for lake improvement projects or aquatic invasive species removal. The County maintains the accounting records of 9 lake improvement or subordinate service districts.

Landfill Fund is used to account for the operation, maintenance, and development of the County's solid waste landfill.

LEAN refers to the County's efforts to "lean out" burdensome or time-consuming processes by studying and eliminating or streamlining procedures.

LEC stands for Law Enforcement Center.

LED stands for light-emitting diode. This is another form of high efficiency lighting used mostly in environmental and task lighting.

Legal Debt Limit is the maximum amount of outstanding gross or net debt legally permitted by the State.

LS stands for Land Services.

Licenses and Permits constitute revenue collected for environmental and other permits collected by the County.

LOG stands for Landfill Operator's Group.

Long-Term Financial Plan (LTFP) is the planning document providing analysis of key trends and conditions, which the County can use to anticipate and react to future budgetary and organizational demands.

LTC stands for Long Term Care.

LTFC stands for Long Term Foster Care.

Major Funds are those funds whose revenues, expenditures, assets or liabilities are at least 10 percent of the total for their fund category (governmental or enterprise) and 5 percent of the aggregate of all governmental and enterprise funds in total.

GLOSSARY

Market Value Credit (MVC) was a credit received by the County from the state as part of the calculation of property taxes. Market Value Credit ended in 2011 and was replaced by Market Value Exclusion.

MCAPS stands for Minnesota County Attorney Practice System, which is a software system used by the attorney's office to manage cases.

MDA stands for Minnesota Department of Agriculture.

Miscellaneous Revenue is revenue not considered to be Taxes, Special Assessments, Licenses and Permits, Intergovernmental, Charges for Services, or Investment revenues.

Mississippi Headwaters Board (MHB) is a joint venture between Aitkin, Beltrami, Cass, Clearwater, Crow Wing, Hubbard, Itasca, and Morrison counties to prepare, adopt, and implement a comprehensive land use plan design to protect and enhance the Mississippi River and related shore land areas within the counties.

MRNW stands for Mississippi River Northwoods is the name of the \$11 million land purchase project Crow Wing completed in 2012 using Legacy Funds.

Modified Accrual Accounting recognizes revenue and expenses when received or paid, cash basis, until the end of the accounting fiscal year when revenue and expenses not received or paid are included in the statements or revenue and expense for the period.

MPCA stands for Minnesota Pollution Control Agency.

MS stands for Minnesota Statute.

NACO stands for National Association of County Officers.

Net Tax Capacity is the taxable market value of property multiplied by the classification rates less Tax Increment Finance (TIF) Districts and contributions to the Metropolitan Tax Base Sharing pool.

Non Major Funds are those funds that don't meet the criteria to be a major fund.

OHP stands for Out of Home Placement.

GLOSSARY

OPEB stands for Other Post-Employment Benefits.

Operating Budget is the portion of the budget that pertains to current revenues and expenditures. The annual operating budget is the principle way most of the financing, acquisition, spending and service activities of a government are monitored.

Other Financing Sources represent proceeds received not reported as revenues, including transfers and bond activity.

Other Financing Uses represents funds expended not reported as expenditures, including transfers and bond activity.

PERA stands for Public Employee Retirement Association.

Per Capita Debt is the amount of a government's total bonded debt divided by its population. "Net per capita debt", divides the total bonded debt less applicable sinking funds by the total population. The result of either ratio, when compared with ratios of prior periods, reveals trends in a government's debt burden.

Permanent Fund is a fund that is restricted in the sense that only the earnings from the resource are used and not the principal.

PFC stands for perfluorinated chemicals.

POR stands for Predatory Offender Registration.

PSAP stands for Public Safety Answering Point.

Proprietary Funds are used for business-like activities.

Public Land Management (PLM) Fund is used to account for financial transactions resulting from the management of Crow Wing County's tax-forfeited lands.

Public Safety includes the services of the County Sheriff, Corrections, Jail, and the Coroner.

PVC stands for Property Valuation and Classification.

RQI stands for Ride Quality Index, a method to calculate the overall roughness of the road.

GLOSSARY

SFI stands for Sustainable Forestry Initiative.

SMT stands for Senior Management Team.

Small Cities Development Program Fund is used to account for financial transactions of special economic development grant funding.

Solid Waste (Non-Landfill) Fund is used to account for the County's SCORE funds.

SNAP stands for Supplemental Nutritional Assistance Program.

Special Assessments refer to revenues collected through special assessments of the County.

Special Revenue Funds are used to account for the proceeds of specific revenue resources that are legally or administratively restricted to expenditures for specified purposes.

SWAA stands for Solid Waste Administrator's Association.

Taxes refers to a mandatory charge levied by a governmental unit for the purpose of financing services performed for the common benefit.

TH stands for Trunk Highway.

THIRA stands for Threat Hazard Identification and Risk Assessment.

TLC stands for Transfer of Legal Custody.

TPR stands for Termination of Parental Rights.

TRIAD is a community-based partnership between law enforcement agencies and agencies and individuals involved in elderly issues.

Unorganized Townships Fund is the fund used to account for and report financial resources of the Unorganized First Assessment and Unorganized Second Assessment districts.

GLOSSARY

VFCT stands for Voluntary Foster Care Treatment.

WCA stands for Wetland Conservation Act.

WIC stands for Women, Infants, and Children and is a social services program to provide food and formula assistance to qualifying individuals.

Working Capital is current assets minus the current liabilities.

WSN stands for Widseth Smith and Nolting Architects.

GLOSSARY

800 MHz is a project to upgrade radio technology for emergency management.

Accrual Accounting recognizes revenue and expenses in the time period that the revenue was earned or the liability, for an expense, was incurred regardless of when the revenue was received or the expense was paid.

ADT stands for Average Daily Traffic.

Advance Refunding is a transaction in which new debt is issued to provide funds to pay interest on old, outstanding debt as it becomes due, and to pay the principal on the old debt either as it matures or at an earlier call date.

Appropriation is the legal authorization granted by the County Board of Commissioners which permits the County to make expenditures and incur obligations for specific purposes.

Approved Budget is the budget adopted by the County Board of Commissioners each fiscal year.

Aquatic Invasive Species (AIS) is an aquatic plant or animal that is not native to a specific location and has a tendency to spread, which is believed to cause damage to the environment, human economy and/or human health.

Arbitrage is the simultaneous purchase and sale of an asset to profit from a difference in the price.

Assessed Value is the valuation placed upon property as a result of the assessment process.

Assessment is the process of making the official valuation of property for taxation.

Balance Budget refers to a budget in which revenues are equal to expenditures. Thus, neither a budget deficit nor a budget surplus exists.

Bond is a debt investment in which an investor loans money to an entity which borrows the funds for a defined period of time at a variable or fixed interest rate.

Budget is a preliminary financial plan that estimates revenue and expenditures for a specified period.

Building Automation Systems (BAS) is the automatic centralized control of a building's heating, ventilation and air conditioning system.

GLOSSARY

BWSR stands for Board of Water and Soil Resources.

CAMA stands for Computer-Assisted Mass Appraisal and is a software system used by Property Valuation and Classification is appraising property.

Capital Expenditures are the outlay of money to acquire or improve the County's fixed assets such as buildings and machinery.

Capital Outlay includes expenditures related to capital improvements funded with County tax dollars.

Capital Projects Fund is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Central Minnesota Community Corrections (CMCC) is a joint venture between Crow Wing, Aitkin, and Morrison counties to provide detention and correction services to adults and juveniles under the jurisdiction of the counties.

Charges for Services are fees collected for various County-provided services such as property deeds, waste management, jail bed space, etc.

CHIPS stands for Child in Need of Protection or Services.

CIP stands for Capital Improvements Plan and is the County's rolling six-year plan for capital improvements and expenditures.

Comprehensive Annual Financial Report (CAFR) is the official summary of all financial transactions for the year.

Computerized Maintenance Management System (CMMS) maintains a computer database of information about an organization's maintenance operations.

Community Services Fund is used to account for all costs for human services, health, and veteran services. Financing comes primarily from an annual property tax levy and restricted intergovernmental revenue from the state and federal governments.

Conservation of Natural Resources includes activities of the Public Land Management Fund.

County Program Aid (CPA) was formerly was known as Homestead and Agricultural Credit Aid (HACA).

GLOSSARY

CR stands for County Road.

CSAH stands for County State Aid Highway.

Culture & Recreation includes activity of the Kitchigami Regional Library and other recreation.

Debt is an obligation to pay resulting from the borrowing of money or from the purchase of goods and services.

Debt Service refers to expenditures related to debt and includes principal, interest and related fees.

Debt Service Fund is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.

DHS stands for Department of Human Services.

DNR stands for Department of Natural Resources.

DOC stands for Department of Corrections.

DOR stands for Department of Revenue.

e-CRV stands for electronic Certificate of Real Estate Value. A Certificate of Real Estate Value (CRV) is required to document a sale of property in Minnesota. CRV information is reviewed by the county of sale and the Department of Revenue to verify sale terms and ensure fair and equitable property tax assessments statewide. e-CRV may be used for ALL counties of sale.

EAW stands for Environmental Assessment worksheet.

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises, or where the costs of providing services to the general public are to be financed or recovered primarily through user charges.

Enterprise Risk Management (ERM) is a process that identifies and seeks to mitigate hazard, financial, operational, and strategic risks

GLOSSARY

Enterprise Resource Planning (ERP) is business management software; usually a suite of integrated applications that a company can use to collect, store, manage and interpret data from many business activities.

Environmental Trust Fund is a permanent fund used to report resources legally restricted to the extent that only earnings, and not principal from the fund, may be used for environmental purposes.

ES stands for Environmental Services.

FEMA stands for Federal Emergency Management Agency.

Fiscal Notes summarize the monetary impact of a proposed or requested action or budgetary adjustment.

Fixed Asset refers to tangible property used in the operations of a business, but not expected to be consumed or converted into cash in the ordinary course of events. Plant, machinery and equipment, furniture and fixtures, and leasehold improvements comprise the capital assets of most entities.

FSC stands for Forest Stewardship Council.

FTEs stands for Full Time Equivalents. FTEs are calculated as a portion of total hours of a full-time position (2,080).

Fund Balance is also known as fund equity and is the difference between financial assets and fund liabilities.

GASB stands for Governmental Accounting Standards Board.

General Fund is the County's primary operating fund. It is used to account for and report all financial resources not accounted for and reported in another fund.

General Government includes legislative, administrative, legal, financial, court, and property related activities and all other costs not included in public safety, highway, culture and recreation, human services, economic development, conservation of natural resources, sanitation and health.

General Obligation Bonds are bonds backed by the full faith and credit of a government and repaid with general revenue and borrowings.

GLOSSARY

Generally Accepted Accounting Principles (GAAP) is the uniform minimum standards and guidelines for financial accounting and reporting. The primary authoritative body on the applications of GAAP to local governments, the Governmental Accounting Standards Board (GASB).

GFOA stands for Government Finance Officers Association.

Governmental Funds are typically used to account for most of a government's activities.

HC stands for Health Care.

Health includes public health services and environmental health services provided by the Community Health and Environmental Services Department.

HVAC stands for heating, ventilating and air conditioning

HHW stands for Household Hazardous Waste.

High Intensity Discharge (HID) are a type of electrical gas-discharge lamp which produces high intensity light while reducing power consumption.

Highway Improvement Plan (HIP) is a planning document which summarizes the Highway Department's plans for infrastructure improvements over a 5 year period.

Highway Fund is used to account for all costs for maintenance and construction of streets and highways. Financing comes primarily from an annual property tax levy and restricted intergovernmental revenue from the state and federal governments.

HRIS stands for Human Resources Information Services.

ICAC stands for Internet Crimes Against Children.

Intergovernmental Revenues are revenues from other governments in the form of local, state and federal grants, entitlements, and property tax relief.

GLOSSARY

Investment Revenue refers to revenue earned as interest on County investments.

Lakes Area Drug Investigative Division (LADID) is a multi-jurisdictional task force focused on addressing drug-related crime in local communities.

Lake Improvement District (LID) is a district formed on a certain lake to raise funding for lake improvement projects or aquatic invasive species removal. The County maintains the accounting records of 9 lake improvement or subordinate service districts.

Landfill Fund is used to account for the operation, maintenance, and development of the County's solid waste landfill.

LEAN refers to the County's efforts to "lean out" burdensome or time-consuming processes by studying and eliminating or streamlining procedures.

LEC stands for Law Enforcement Center.

LED stands for light-emitting diode. This is another form of high efficiency lighting used mostly in environmental and task lighting.

Legal Debt Limit is the maximum amount of outstanding gross or net debt legally permitted by the State.

LS stands for Land Services.

Licenses and Permits constitute revenue collected for environmental and other permits collected by the County.

LOG stands for Landfill Operator's Group.

Long-Term Financial Plan (LTFP) is the planning document providing analysis of key trends and conditions, which the County can use to anticipate and react to future budgetary and organizational demands.

LTC stands for Long Term Care.

LTFC stands for Long Term Foster Care.

Major Funds are those funds whose revenues, expenditures, assets or liabilities are at least 10 percent of the total for their fund category (governmental or enterprise) and 5 percent of the aggregate of all governmental and enterprise funds in total.

GLOSSARY

Market Value Credit (MVC) was a credit received by the County from the state as part of the calculation of property taxes. Market Value Credit ended in 2011 and was replaced by Market Value Exclusion.

MCAPS stands for Minnesota County Attorney Practice System, which is a software system used by the attorney's office to manage cases.

MDA stands for Minnesota Department of Agriculture.

Miscellaneous Revenue is revenue not considered to be Taxes, Special Assessments, Licenses and Permits, Intergovernmental, Charges for Services, or Investment revenues.

Mississippi Headwaters Board (MHB) is a joint venture between Aitkin, Beltrami, Cass, Clearwater, Crow Wing, Hubbard, Itasca, and Morrison counties to prepare, adopt, and implement a comprehensive land use plan design to protect and enhance the Mississippi River and related shore land areas within the counties.

MRNW stands for Mississippi River Northwoods is the name of the \$11 million land purchase project Crow Wing completed in 2012 using Legacy Funds.

Modified Accrual Accounting recognizes revenue and expenses when received or paid, cash basis, until the end of the accounting fiscal year when revenue and expenses not received or paid are included in the statements or revenue and expense for the period.

MPCA stands for Minnesota Pollution Control Agency.

MS stands for Minnesota Statute.

NACO stands for National Association of County Officers.

Net Tax Capacity is the taxable market value of property multiplied by the classification rates less Tax Increment Finance (TIF) Districts and contributions to the Metropolitan Tax Base Sharing pool.

Non Major Funds are those funds that don't meet the criteria to be a major fund.

OHP stands for Out of Home Placement.

GLOSSARY

OPEB stands for Other Post-Employment Benefits.

Operating Budget is the portion of the budget that pertains to current revenues and expenditures. The annual operating budget is the principle way most of the financing, acquisition, spending and service activities of a government are monitored.

Other Financing Sources represent proceeds received not reported as revenues, including transfers and bond activity.

Other Financing Uses represents funds expended not reported as expenditures, including transfers and bond activity.

PERA stands for Public Employee Retirement Association.

Per Capita Debt is the amount of a government's total bonded debt divided by its population. "Net per capita debt", divides the total bonded debt less applicable sinking funds by the total population. The result of either ratio, when compared with ratios of prior periods, reveals trends in a government's debt burden.

Permanent Fund is a fund that is restricted in the sense that only the earnings from the resource are used and not the principal.

PFC stands for perfluorinated chemicals.

POR stands for Predatory Offender Registration.

PSAP stands for Public Safety Answering Point.

Proprietary Funds are used for business-like activities.

Public Land Management (PLM) Fund is used to account for financial transactions resulting from the management of Crow Wing County's tax-forfeited lands.

Public Safety includes the services of the County Sheriff, Corrections, Jail, and the Coroner.

PVC stands for Property Valuation and Classification.

RQI stands for Ride Quality Index, a method to calculate the overall roughness of the road.

GLOSSARY

SFI stands for Sustainable Forestry Initiative.

SMT stands for Senior Management Team.

Small Cities Development Program Fund is used to account for financial transactions of special economic development grant funding.

Solid Waste (Non-Landfill) Fund is used to account for the County's SCORE funds.

SNAP stands for Supplemental Nutritional Assistance Program.

Special Assessments refer to revenues collected through special assessments of the County.

Special Revenue Funds are used to account for the proceeds of specific revenue resources that are legally or administratively restricted to expenditures for specified purposes.

SWAA stands for Solid Waste Administrator's Association.

Taxes refers to a mandatory charge levied by a governmental unit for the purpose of financing services performed for the common benefit.

TH stands for Trunk Highway.

THIRA stands for Threat Hazard Identification and Risk Assessment.

TLC stands for Transfer of Legal Custody.

TPR stands for Termination of Parental Rights.

TRIAD is a community-based partnership between law enforcement agencies and agencies and individuals involved in elderly issues.

Unorganized Townships Fund is the fund used to account for and report financial resources of the Unorganized First Assessment and Unorganized Second Assessment districts.

GLOSSARY

VFCT stands for Voluntary Foster Care Treatment.

WCA stands for Wetland Conservation Act.

WIC stands for Women, Infants, and Children and is a social services program to provide food and formula assistance to qualifying individuals.

Working Capital is current assets minus the current liabilities.

WSN stands for Widseth Smith and Nolting Architects.