

Previous Policy – Adopted by Commissioners June 18, 1996:

CAPITAL IMPROVEMENT POLICY

The County shall prepare, adopt and amend, as necessary, a ten-year capital projects needs assessment and a five-year capital improvement program detailing each capital project with a cost greater than \$250,000, the estimated total cost, description, and funding source.

The County shall provide for the adequate maintenance and the orderly replacement of the capital plan and equipment from current revenues where possible.

Operating expenditures shall be programmed to include the cost of implementing the capital improvement program and provide all workforce, operating costs, and capital outlay required.

Summary of Revised Policy Changes:

- Establishes purpose of policy and defines capital project.
- Lowers threshold from \$250,000 to \$25,000 to correspond with asset capitalization threshold for financial purposes. This prevents the need to maintain two separate request lists and gives Commissioners insight into all capital requests.
- Removes requirement to maintain a ten-year capital project needs assessment. This has not been the practice for many years. The CIP will continue to include longer range projects that fall outside of the five-year timeline.
- Formalizes capital improvement process from departmental request to review and prioritization by County Senior Leadership Team.
- Clarifies adoption of the CIP by the Board of Commissioners, "CIP approval by the Board of Commissioners establishes commitment to the first year capital projects and indicates conditional approval for those projects listed in future planning years."
- Provides Board of Commissioners oversight of project savings by requiring Board approval before any remaining project funds can be reallocated.
- Identifies roles and responsibilities for administration and implementation of the Capital Improvement Policy.