



Date: September 26, 2017

To: Village President & Board of Trustees

From: Steve Drazner, CFO

Re: September 26, 2017 Finance Committee Meeting

Cc: Cara Pavlicek, Village Manager  
Lisa Shelley, Deputy Village Manager

At a special meeting held on September 25, 2017, the Proposed Capital Improvement Plan was presented to the Board for review and continued discussion. The anticipated CIP adoption date was originally scheduled for the regular board meeting on October 2, 2017 but has been deferred to October 16, 2017 to allow for further review of the information.

A number of inquiries were made by trustees and addressed by staff at the special meeting held on September 25<sup>th</sup> and it was requested that further reductions to the overall 2018 capital plan be made for at least \$1 million dollars in order to lower the bond issue for next year. In response to this request, the Village Manager met with staff and conducted an additional review of recommended capital projects for year one of the five year Capital Improvement Plan (2018) and identified the following projects which total approximately \$1 million as items for deferral, should the Village Board decide to modify the recommended five year plan.

Fund	Acct #	Description	Amount	CIP Doc	
				Page #	Notes
Building Improvement	3012.43790.101.540673	Fire Station 3 Kitchen Remodeling	(50,000)	84	Deferred to 2019
Building Improvement	3012.43790.101.540673	Fire Station 1 Reasphalt North Parking Lot	(75,000)	68	Deferred to 2019
Building Improvement	3012.43790.101.540673	Multi Modal Station Entrance Door	(35,000)	91	Deferred to 2019
Building Improvement	3012.43790.101.540673	PW Fuel Station Lighting Upgrades	(20,000)	106	Deferred to 2019
Building Improvement	3012.43790.101.540673	PW Green Roof Upgrades	(30,000)	107	Deferred to 2019
Building Improvement	3012.43790.101.540673	Village Hall Furniture/Workstation Replacements	(150,000)	137	Deferred to 2019
Building Improvement	3012.43790.101.540673	Village Hall Interior Signage Replacement	(125,000)	138	Deferred to 2019
Building Improvement	3012.43790.101.540673	Village Hall Lombard Ave. Door Replacement	(15,000)	139	Deferred to 2019
Building Improvement	3012.43790.101.540673	Village Hall New Elevator	(200,000)	142	Deferred to 2019 but leave CDBG portion in budget
Equipment Replacement	3029.41300.906.570720	Parking Technology (Allocated between ERF and Parking Fund)	(87,500)	172	Deferred to 2019
Fleet Replacement	3032.43900.858.570750	PW Equipment- 1 Chipper	(75,000)	158	Deferred to 2019
Main Capital	3095.43780.101.570953	Historic Sidewalk Replacement	(25,000)	23	Deferred to 2019
Main Capital	3095.43780.101.570971	OP & Garfield Signal Improvements	(40,000)	31	Deferred to 2019
Main Capital	3095.43780.101.570955	Traffic Calming Improvements	(65,000)	44	Deferred to 2019
Main Capital	3095.43780.101.570958	Street Furniture Replacements	(10,000)	41	Deferred to 2019
		TOTAL REDUCTIONS	<u>(1,002,500)</u>		

Pending direction from the Village Board, staff will update the recommended document. In addition, staff is updating the recommended document to include, by project, priority classifications using the following schedule:

- A Essential and immediate need;
- B Essential but may be delayed;
- C Optional but beneficial of the Village through increased productivity, safety, etc.;
- D Optional but beneficial to the Village in social, cultural or aesthetic ways.

It is recommended that the Board adopt the Five Year CIP on October 16, 2018. It is a planning document and the Board always has latitude to eliminate items from the FY18 operating and capital budgets prior to adoption regardless of whether or not such items are included in the CIP. The review process for the FY18 budget has been significant in the past few years and the process is more efficient by completing the CIP in advance of the operating budget review process.