

VILLAGE OF LIBERTYVILLE
BOARD OF TRUSTEES
Committee of the Whole
January 12, 2021

Meeting conducted virtually due to Governor's Executive Orders #2020-10, 18, and 32

President Wepler called to order a virtual Committee of the Whole at 7:00 p.m. Those present were: President Terry Wepler, Trustees Donna Johnson, Richard Moras, Jay Justice, Scott Adams, Peter Garrity, and Patrick Carey. All Village departments were represented.

PROPOSED CAPITAL PROJECTS FOR FY 2021-2022

Introduction

Village Administrator Kelly Amidei gave a brief introduction to the Village's Capital Improvement Plan and introduced Finance Director Nicholas Mostardo to provide details of the proposed projects.

Director Mostardo explained that capital projects being considered in FY 2021-2022 rely primarily on Non-Home Rule sales tax revenues, supplemented by General Fund transfers and existing fund balances.

The FY 2021-2022 list of capital projects includes:

- \$17,614,620 in total capital expenditures (including stormwater)
 - \$4,442,279 in *Annual Program* expenditures
 - \$8,704,541 in *New Project* expenditures
 - \$4,467,800 in *Continuing Project* expenditures

Impact of Non-Home Rules Sales Tax

Due to COVID-19 and lower-than-expected nonhome rule sales tax revenue, the funding allocation for non-home rule sales tax during FY 2021-2022 is as follows:

- Roads and Bridges – 53% - \$800,000
- Parks – 24% - \$350,000
- Parking Lots – 0%
- Public Buildings – 13% - \$200,000
- Information Technology – 10% - \$150,000

Parking lot funding has not been allocated for FY 2021-2022. Due to COVID-19, the commuter lots are substantially unused with lower than expected revenues, so future projects will require reevaluation before funding is committed.

President Wepler asked if the commuter lot be put off for another year. Director of Public Works Paul Kendzior stated that it was okay for now, and engineering plans are pending for this year.

Non-Home Rule Sales Tax Fund Transfers

Director Mostardo explained that in the current economic environment, the Village can expect to collect approximately \$2,400,000 in non-home rule sales tax revenue during FY 2021-2022. The pre-CODIV estimate was \$3,000,000.

Non-Home Rule Sales Tax transfers are contemplated as follows:

- Project Fund - \$800,000
- Park Improvement Fund - \$350,000
- Public Building Improvement Fund - \$200,000
- Technology Equipment Replacement Fund - \$150,000
- Places for Eating Tax Replacement - \$800,000

Estimated FY 2021-2022 year-end Non-Home Rule Sales Tax Fund balance after transfer is \$571,458.

General Fund Transfers

The General Fund will be required to transfer a portion of its reserves to other funds that were not intended to be supported by the non-home rule sales tax.

Contemplated General Fund transfers:

- Fleet Fund - \$500,000
- Park Improvement for ADA accessible park improvements - \$50,000
- Technology Fund for public safety IT reserve - \$50,000

The estimated FY 2021-2022 year-end General Fund fund balance after transfers would be \$10,624,119.

Commuter Parking Fund

One Capital Project in the FY 2021-2022 was proposed, an **annual program** for a total expense of \$25,000. The project is for **Commuter Parking Maintenance**.

The estimated cash balance at the end of FY 2021-2022 is \$423,072.

Hotel/Motel Tax Fund

Three Capital Projects are proposed for this fund, and all are **new projects** and include the following:

- **Adler Center – Paint and plaster repairs - \$29,500**
- **Adler Center – Walls and stucco - \$33,000**
- **Adler Center – Wood window frames - \$47,642**

The estimated cash balance at the end of FY 2021-2022 is \$235,004.

Motor Fuel Tax Fund

Four Capital Projects were proposed for this fund; two are **annual programs**, and two are **continuing projects** for a total of \$1,826,279.

- **Rockland Road bridge replacement engineering - \$130,000**
- **Annual road program – MFT share - \$250,000**
- **Rockland Road reconstruction - \$1,000,000**
- **Annual road program – Rebuild Illinois share - \$446,279**

The estimated cash balance at the end of FY 2021-2022 is \$2,442,086.

Park Improvement Fund

Ten Capital Projects were proposed for this fund; six are classified as **new projects**, two are classified as **annual programs**, and two are classified as **continuing projects** for a total of \$740,750.

- Charles Brown Site Improvements - \$153,000
- Nicholas-Dowden Site Improvements - \$25,000
- Greentree Site Improvements - \$239,750
- Pool MEP Audit – Riverside and Adler - \$50,000
- Butler Lake – Lot resurfacing: Construction - \$100,000
- Crawford House Renovation - \$75,000
- Charles Brown Parking Lot Resurfacing: Engineering - \$30,000
- Lightning Predictor Replacements - \$23,000
- Shoreline Plant Maintenance - \$25,000
- Pond and Lake Management - \$20,000

The estimated cash balance at the end of FY 2021-2022 is \$208,894. Board Members asked that providing extra program space at Crawford House must offset the cost associated with renovations.

Project Fund

Eleven Capital Projects are proposed in this fund. Seven are **annual program**, three are **new projects**, and one is a **continuing project** for a total of \$1,298,000.

- Downtown crosswalk repairs - \$35,000
- Sidewalk replacement - \$125,000
- Crack sealing - \$35,000
- Pavement patching - \$150,000
- Annual road program – Project Fund share - \$500,000
- Thermoplastic pavement marking - \$40,000
- Downtown directories - \$37,500
- Peterson Road streetscaping - \$60,500
- Wayfinding signs and plans: Design and Engineering - \$40,000
- Corridor Studies – Milwaukee/Park - \$75,000

- Streetlight replacements - \$200,000

Annual road program streets included Stevenson, Crane, and others. The 2019 Gewalt Hamilton pavement assessment identified street rehabilitation locations for each fiscal year, and the assessments estimate a road rehabilitation cost between \$1.1 and \$1.2 million each year. The amount is funded from non-home rule sales tax and MFT resources for the next five years.

The estimated cash balance at the end of FY 2021-2022 is \$380,595.

Public Building Improvement Fund

Eleven Capital Projects are proposed for this fund. Eight are **new projects**, two are **annual programs**, and one is a **continuing project** for a total of \$433,841.

- Life Safety System – Village Hall - \$27,381
- Fire Station HVAC replacement - \$9,500
- Gear Rack replacement program - \$25,000
- Village Emergency Siren replacement - \$36,000
- Roof repair and maintenance – Fire Station 1 - \$25,000
- 600 North Ave. – Restroom/Kitchen renovation - \$40,115
- 544 North Ave. – Garage exhaust system - \$40,115
- 544 North Ave. – Life safety system - \$37,500
- 544 North Ave. – Roof replacement - \$118,770
- 544 North Ave. – Wall/Beam repair - \$29,575

The estimated cash balance at the end of FY 2021-2022 is \$248,904.

Libertyville Sports Complex

There are no projects scheduled in this fund for FY 2021-2022.

Stormwater Sewer Fund

Seven Capital Projects are proposed in this fund. Two are **new projects**, and five are **annual programs** for a total of \$6,296,585. These projects are dependent on the passage of the stormwater utility fee ordinance.

- Rockland Road stormwater improvements: Construction - \$5,278,260
- Burdick and Ames stormwater improvements; Engineering - \$668,325
- Storm Sewer improvements: Miscellaneous - \$50,000
- Cleaning and Televising of storm sewers - \$100,000
- Storm Sewer structure cleaning - \$75,000
- Storm Sewer point repairs - \$100,000
- Charles Brown Reservoir - annual maintenance - \$25,000

The project costs are derived from the Master Stormwater Management Plan and Stormwater Utility Rate Study.

In order to assure adequate cash flow for FY 2021-2022, the stormwater utility fee should be in place no later than September 2021. The cash flow for this fund assumes: 1) The Village issues stormwater alternate revenue debt during FY 2021-2022 in the amount of \$5,357,434 as proscribed by the rate study, and 2) The Village receives committed DCEO funding in the amount of \$1,500,000.

The estimated cash balance at the end of the FY 2021-2022 is \$1,156,847.

Technology Equipment and Replacement Service Fund

Four Capital Projects are proposed in this fund. Two are **annual programs**, and two are **new projects** for a total of \$288,600.

- Annual hardware replacement - \$66,500
- Parking Deck cameras - \$50,000
- Phone System replacement, phased - \$20,000
- Squad Car – Video Camera System replacement - \$152,100

The estimated cash balance at the end of FY 2021-2022 is \$273,238.

TIF Fund

Three Capital Projects are proposed for this fund; all are **continuing projects** for a total of \$580,000.

- East parking lot at School Street - \$215,000
- Church Street Parking Deck monument sign - \$65,000
- Downtown parking lot improvements - \$300,000

The estimated cash balance at the end of FY 2021-2022 is \$979,893.

Utility Fund

Eighteen Capital Projects are proposed in this fund. Ten are **annual programs**, six are **new projects**, and two are **continuing projects**.

- Annual Water Main Replacement Program - \$1,150,000
- Meter replacement: Manual meter upgrade - \$40,000
- Radio Read Touchpad: Replace meter hear - \$25,000
- Fire hydrant replacements - \$30,000
- New valve insertions - \$25,000
- Miscellaneous system repairs - \$50,000
- Repairs at Centrum Reservoir - \$150,000
- High school lift station: Engineering - \$75,000
- Annual Sewer televising inspection - \$100,000
- Lining and point repairs construction - \$300,000

- Manhole repairs: Various locations - \$100,000
- Flow monitoring and smoke testing program - \$100,000
- Winchester sewer upgrade (Butterfield); Engineering - \$150,000
- Plant SCADA System - \$364,800
- Screen and Grit Building – Electrical system - \$44,000
- Screen and Grit Building – Headworks screen - \$100,000
- Screen and Grit Building – Grit collection - \$50,000
- Control Building – Turbo blowers - \$2,055,000

The 2019 Utility Rate Study calls for debt insurance during FY 2021-2022 in the amount of \$1,500,000. The estimated cash balance at the end of FY 2021-2022 is \$2,611,744.

Vehicle Maintenance and Replacement Service Fund

Seven Capital Projects are proposed for this fund. Five are **new projects**, and two are **annual programs** for a total of \$1,106,623.

- Fire Department Administrative vehicle replacement - \$47,000
- Quint QT463/Engine replacement - \$690,000
- Police Interceptors - \$160,000
- Police CSO vehicles - \$40,000 (year 1 of 2)
- Unit 324: Water Van - \$114,433
- Unit P-4: Parks - \$26,690
- Hurst extrication tools: Fire Station 2 - \$28,500

The estimated cash balance at the end of FY 2021-2022 is \$580,714.

Policy Direction

The Village Board had no amendments to the presentation. The Village Board will reconvene as a Committee of the Whole on Saturday, March 6, 2021 at 8:00 a.m. to discuss the proposed operating budget and the aggregate budget figures for FY 2021-2022.

ADJOURNEMENT

With no further business to come before the Committee of the Whole, President Wepler asked for a motion to adjourn. Trustee Johnson moved to adjourn at 7:57 p.m., Trustee Carey seconded, and the motion carried on roll call vote as follows:

AYES: Trustees Johnson, Moras, Justice, Adams, Garrity, and Carey

NAYS: None

Respectfully submitted,



Sally A. Kowal
Village Clerk