



CITY OF FITCHBURG
2018-2027 CAPITAL IMPROVEMENT PLAN
SCHEDULE FOR ADOPTION
 Approved February 28, 2017

<u>CIP Adoption Schedule</u> Referral and Resolution Submitted to City Clerk Referred at Council Meeting Approved by Council	Thursday Tuesday Tuesday	February 9, 2017 February 14, 2017 February 28, 2017
<u>CIP Worksheets/First Draft</u> Worksheets Distributed to Departments Revisions/Additions from Department Heads Due to Finance Director Draft Submitted to Mayor for Review	Friday Wednesday Tuesday	March 24, 2017 May 24, 2017 June 6, 2017
<u>Department Heads to Meet with Mayor to Review Projects</u> <i>Revisions of Draft may be made prior to finalization of version recommended to Council</i>	Thursday	June 8, 2017
<u>Proposed CIP Document</u> Referral and Resolution Submitted to City Clerk Proposed CIP Posted to City's Website Referred at Council Meeting	Thursday Friday Tuesday	June 22, 2017 June 23, 2017 June 27, 2017
<u>Review Process</u> Finance Committee – Presentations by Department Heads Board of Public Works (1 st or 3 rd Monday) Plan Commission Meeting (3 rd Tuesday) Committee of the Whole Meeting (4 th Wednesday) Discuss borrowing needs, not projects Review Five Year Financial Plan with Ehlers PUBLIC HEARING – Common Council Meeting	Monday Monday Tuesday Wednesday Tuesday	July 10, 2017 July 17, 2017 July 18, 2017 July 26, 2017 August 8, 2017
<u>Council Proposed Amendments/Final CIP Adoption</u> Amendments Due to Finance Director (electronic format by 4:30 pm) Summary Report and Amendment Details Posted to City's Website PUBLIC HEARING – Common Council Meeting Discussion and Action on Amendments, Adoption of CIP	Thursday Friday Tuesday Tuesday	August 10, 2017 August 18, 2017 August 22, 2017 August 22, 2017

Differences in the 2018-2027 CIP schedule from prior years include:

- 1) Plan will be expanded from five years to ten years. The additional accumulation of information and plans will require additional time for Department preparation. Schedule delayed by approximately one month to accommodate.
- 2) Split Finance Committee and Board of Public Works meetings (previously reviewed as a joint meeting).
- 3) Moved first public hearing to occur after all information gathering meetings.
- 4) Combined second public hearing on amendments to occur on the same night as the discussion and action on the amendments.