



**CITY OF FITCHBURG
2021-2030 CAPITAL IMPROVEMENT PLAN
SCHEDULE FOR ADOPTION**

Revised

<p><u>CIP Adoption Schedule</u> Referred at Council Meeting Approved by Council</p>	<p>Tuesday Tuesday</p>	<p>February 11, 2020 February 25, 2020</p>
<p><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</p>	<p>Friday Wednesday Monday</p>	<p>February 28, 2020 April 8, 2020 April 20, 2020</p>
<p><u>Review Process with Mayor</u> Department Heads Meet with Mayor to Review Projects Mayor Decisions on Priorities to Finance Director</p>	<p>Tuesday Friday</p>	<p>April 21, 2020 May 1, 2020</p>
<p><u>Mayor's Proposed CIP Document</u> Letters mailed to property owners possibly assessed by CIP projects Proposed CIP Posted to City's Website Referred at Council Meeting</p>	<p>Wednesday Friday Tuesday</p>	<p>May 13, 2020 May 22, 2020 May 26, 2020</p>
<p><u>Council/Committee Review Process</u> Committee of the Whole Discussion of Process and Policies Finance Committee – Presentations by Department Heads (6:00 pm) Board of Public Works (1st or 3rd Monday) Plan Commission Meeting (3rd Tuesday) Committee of the Whole Meeting (4th Wednesday) Discuss borrowing needs, not projects Review Five Year Financial Plan with Ehlers PUBLIC HEARING – Common Council Meeting</p>	<p>Wednesday Monday Monday Tuesday Wednesday Tuesday</p>	<p>May 27, 2020 June 8, 2020 June 15, 2020 June 16, 2020 June 24, 2020 July 14, 2020 June 23, 2020</p>
<p><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</p>	<p>Tuesday Monday Tuesday Tuesday</p>	<p>July 21, 2020 August 3, 2020 August 11, 2020 August 11, 2020</p>

Council/Committee review in June; amendments submitted July, adoption 1st meeting in August

Differences in the 2021-2030 CIP schedule from prior year include:

- 1) Identified traditional COW meeting to discuss CIP process and purpose of financial policies (May)
- 2) First Council meeting in July cancelled. Moved public hearing to last meeting in June.