VILLAGE OF GURNEE

COMMUNITY OF OPPORTUNITY

MULTI-YEAR CAPITAL PLAN

FISCAL YEARS 2020 – 2024

Presented on December 17, 2018

Kristina M. Kovarik – Mayor
Patrick Muetz - Administrator
Andy Harris - Clerk

Jeanne Balmes – Trustee
Greg Garner – Trustee
Thomas Hood – Trustee
Cheryl Ross - Trustee
Karen Thorstenson – Trustee
Michael Jacobs – Trustee

This Page Left Blank Intentionally

Elected Officials & Staff

Elected Officials

Kristina M. Kovarik – Mayor

Andy Harris – Village Clerk

Jeanne Balmes – Trustee

Greg Garner – Trustee

Thomas Hood – Trustee

Karen Thorstenson – Trustee

Cheryl Ross – Trustee

Michael Jacobs – Trustee

Executive Staff

Patrick Muetz – Village Administrator

Kevin Woodside – Police Chief

John Kavanagh – Fire Chief

Tom Rigwood – Public Works Director

David Ziegler – Director of Community Development/Assistant Village Administrator/Village Engineer

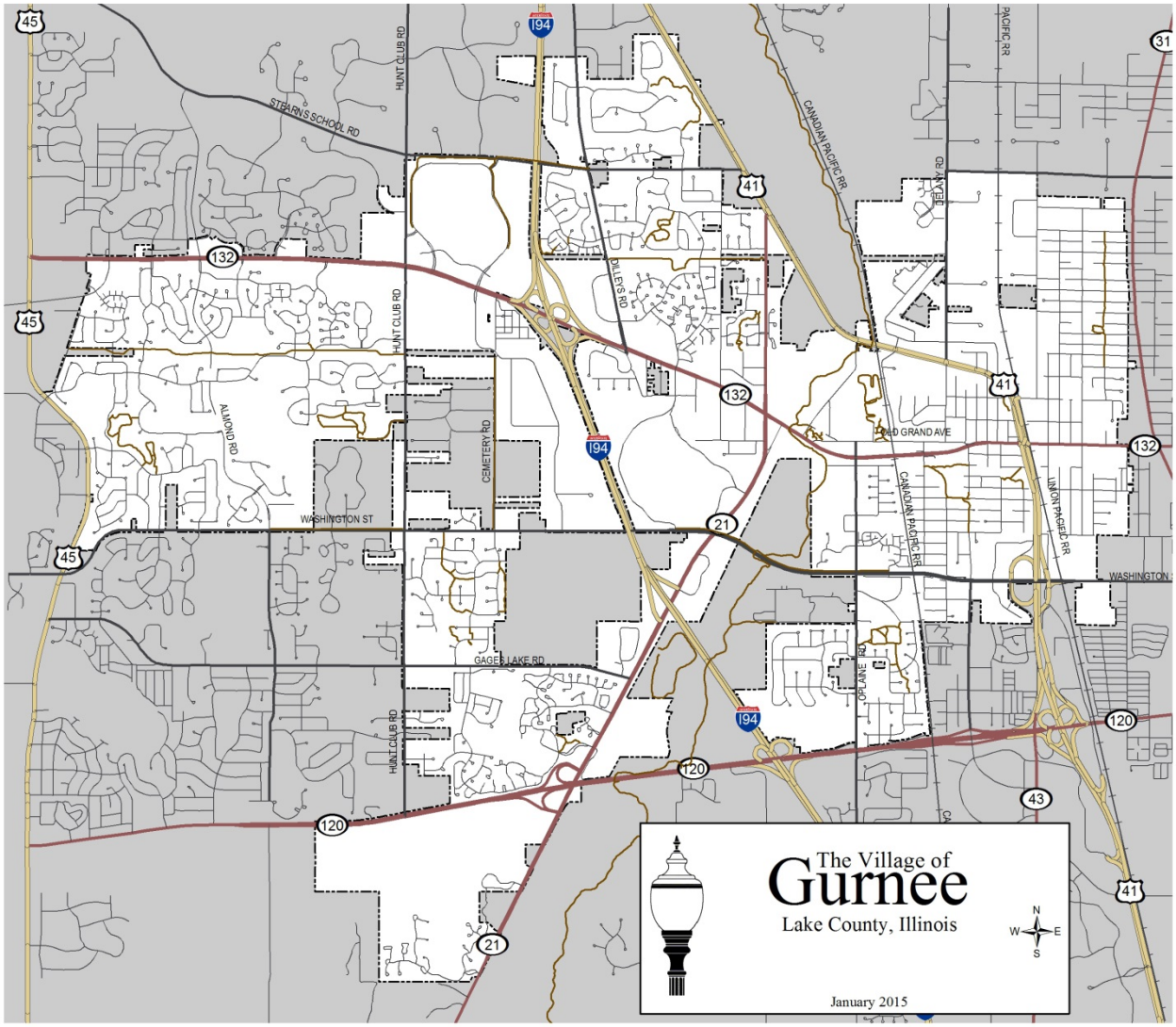
Ellen Dean – Economic Development Director

Brian Gosnell – Finance Director

Christine Palmieri – Human Resources Director

Chris Velkover – Information Systems Director

Village Map



- Incorporated: 1928
- Population: 31,295 (2010 Census)
- Land Area: 13.4 sq. miles

Honorable Mayor and Village Board:

Staff is pleased to submit the Multi-Year Capital Improvement Plan (CIP) for the fiscal years 2020 – 2024. The CIP represents the Village's commitment to maintaining infrastructure and capital items needed to carry out the Village's mission of Engage, Preserve, and Advance.

The purpose of preparing a CIP is to assist decision makers in identifying resources needed to maintain infrastructure, services and service levels, and potential future funding challenges and policy considerations.

The Village recognized the need for additional funding and in 2014 the Village Board increased the Village's Home Rule Sales tax by 0.5%. The additional revenue is restricted to spending on capital and is the primary funding mechanism for the Transportation System plan included in this document.

It is important to note the CIP is a long-term planning document that is intended to be a fluid plan that will be constantly changing and updated based on the availability of funding and other unforeseen considerations. Individual projects or purchases will be vetted during the preparation of the Annual Budget and formally approved by the Village Board.

The CIP encompasses the Village's main systems of infrastructure; Transportation, Water and Sewer and Stormwater Management, as well as capital items such as Vehicles and Equipment and Buildings and Building Improvements. Items included in the CIP meet the Village's criteria of a capital asset as described in the Village's Fixed Asset Policy (Appendix A).

For the upcoming fiscal year, the plan represents those items being proposed in the FY2020 Budget. Beyond FY2020, items that are currently known are included in the appropriate year, remaining funding is allocated based on the general intent and needs. Anticipated replacement costs are shown in today's dollars, meaning there is no adjustment for inflation built into the plan.

The CIP was developed over several months with input from staff in all departments, and we wish to recognize the effort of all those involved in the process.

Sincerely,

David Ziegler
Village Engineer

Brian Gosnell
Finance Director

This Page Left Blank Intentionally

Table of Contents

This Page Left Blank Intentionally

SECTION I – EXECUTIVE SUMMARY

This Page Left Blank Intentionally

Section I: Executive Summary

Funding Strategy

The Village relies heavily on elastic, or economically sensitive, revenue sources such as sales tax. Due to the sensitivity of these revenues, the Village funds capital on a pay-as-you-go basis rather than incurring debt whenever possible. This provides the Village greater flexibility to direct resources to maintaining vital services rather than debt payments in the event of an unforeseen drop in resources. Following is a description of the various funding sources for General Government Capital (Non-Water & Sewer) and Water & Sewer related capital.

General Government Capital (Non-Water & Sewer)

Home Rule Sales Tax

In 2014 the Village Board instituted an additional 0.5% Home Rule Sales Tax. This additional revenue was dedicated for infrastructure and capital spending, and is the primary basis for funding the Transportation System Plan.

Motor Fuel Tax

Motor Fuel Tax (MFT) funds are restricted funds distributed by the State of Illinois. MFT Funds can only be used on transportation related projects and require oversight by the Illinois Department of transportation (IDOT). Due to the extensive paperwork and IDOT oversight involved in MFT reporting, the Village utilizes MFT funds every other year for Transportation System related projects.

Expiring Debt Service & General Fund Surplus

The Village transfers excess General Fund reserves to the Capital Improvement Fund (131) annually for general government capital projects in subsequent years. A portion of expiring debt service in FY2017 and FY2018 is being utilized for capital and amounts to $675 thousand annually, transferred from the General Fund. This funding strategy has allowed the Village to avoid levying a property tax for capital improvements.

Impact Fees

During periods of growth the Village accumulated impact fees from various development projects to offset future impacts of the development on infrastructure systems. The Village has allowed these funds to accumulate in a separate fund for future use. An annual transfer from the Impact Fee Fund to the Capital Improvement Fund helps offset the costs of Storm Water Management and sidewalk related projects.

Capital Grants

The Village pursues capital grants whenever possible, and has been successful in receiving grants. The Fire Department has received numerous grants over the past several years for equipment, and the Public Works Department has used grants to outfit Village facilities with LED lighting. The Village will continue to pursue grants for projects as they are available.

Water & Sewer Capital

Water & Sewer Rates

Water & Sewer related infrastructure and capital funding has historically relied on revenues from new development in the form of connection and user fees. As new development opportunities became more scarce, it became apparent Water & Sewer rates were not sufficient to sustain a capital replacement program. In 2011, the Village conducted a water rate study and as a result of the findings instituted a base fee and incremental annual increase in the rate. The incremental increase expired on October 1, 2015. Effective May 1, 2016, the Village renewed its multi-year rate plan to include incremental annual increases on May 1 through FY2021. These incremental increases are expected to provide sufficient annual funding by FY2021 as noted in the original water rate study.

Water & Sewer Fund Reserves

As the Village slowly brings its rates to a competitive level that will accommodate an adequate capital program to maintain the system, Water & Sewer Fund reserves will be utilized to offset capital-funding deficits in the interim. The Village plans draw-downs in FY2020 and FY2021 at which time the rate the Village pays for water drops and provides additional funding for capital.

Low Interest IEPA Loan

The Village is planning an approximately $6.1 million low-interest IEPA loan to construct a two million gallon above ground water storage tower on the west side of the community to provide sufficient pressure and increased storage capacity. This expenditure is expected to start in FY2019 ($1.3 million) and conclude in FY2020 ($4.8 million).

Plan Summary

FY2020 Plan Summary

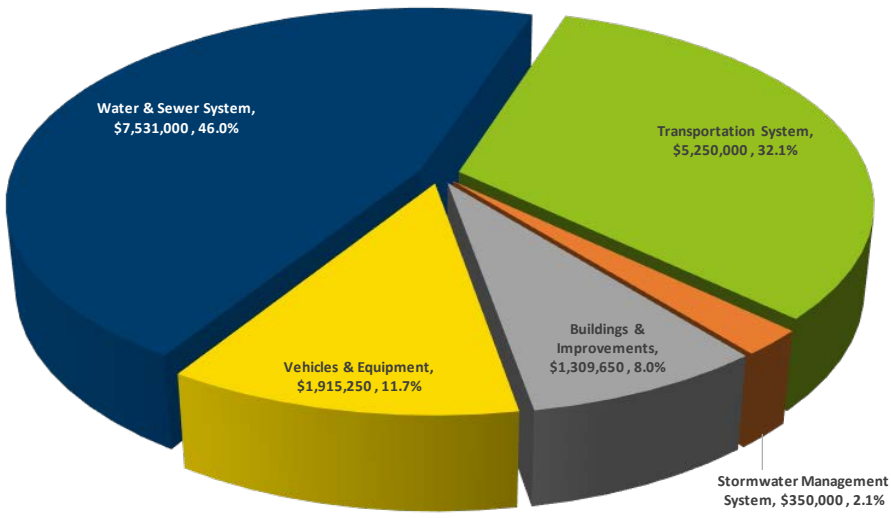
The largest expenditure category is the Water & Sewer System which totals $7.5 million or 46.0%, largely due to the start of the Knowles Road Water Tower project. Transportation System spending totals $5.3 million or 32.1%. This is up from the previous capital plan due to a change in the use of MFT funds to every other year rather than every year. This change allows better utilization of in-house staff as MFT funds require extensive paperwork and filing with the Illinois Department of Transportation. Vehicles and Equipment accounts for $1.9 million or 11.7%, Buildings and Improvements totals $1.3 million or 8.0%, and Stormwater Management totals $350 thousand or 2.1%.

Fiscal Years 2020 – 2024 Plan Summary

Expenditures over the 5-year plan period total $59.0 million. Transportation System spending totals $22.5 million or 38.2%. Water and Sewer system spending totals $16.1 million or 27.3%, largely due to the construction of the Knowles Road Water Tower in FY2020-21. Buildings and Improvements totals $10.1 million or 17.2%, Vehicles & Equipment totals $8.8 million or 15.0%, and Stormwater Management spending accounts for $1.4 million or 2.3%.

Capital Funding by System	*FY2019 Budget*	*FY2019 Estimate*	FY2020 Proposed	FY2021 Projected	FY2022 Projected	FY2023 Projected	FY2024 Projected
Funding by Fund	***$11,808,220***	***$9,473,076***	**$16,355,900**	**$11,712,000**	**$12,822,500**	**$8,579,500**	**$9,533,000**
% Change vs. Prior Year			**72.66%**	**-28.39%**	**9.48%**	**-33.09%**	**11.11%**
Transportation System	***$3,225,000***	***$3,770,960***	$5,250,000	$3,650,000	$4,775,000	$3,600,000	$5,275,000
Stormwater Management System	***$473,000***	***$358,686***	$350,000	$250,000	$250,000	$250,000	$250,000
Buildings & Improvements	***$797,000***	***$558,025***	$1,309,650	$4,100,000	$3,925,000	$460,000	$340,000
Vehicles & Equipment	***$1,798,220***	***$1,880,405***	$1,915,250	$1,562,000	$1,722,500	$2,119,500	$1,518,000
Water & Sewer System	***$5,515,000***	***$2,905,000***	$7,531,000	$2,150,000	$2,150,000	$2,150,000	$2,150,000

FY2020 Capital Funding by System



This Page Left Blank Intentionally

GURNEE
COMMUNITY OF OPPORTUNITY

SECTION II – FUNDING SUMMARY

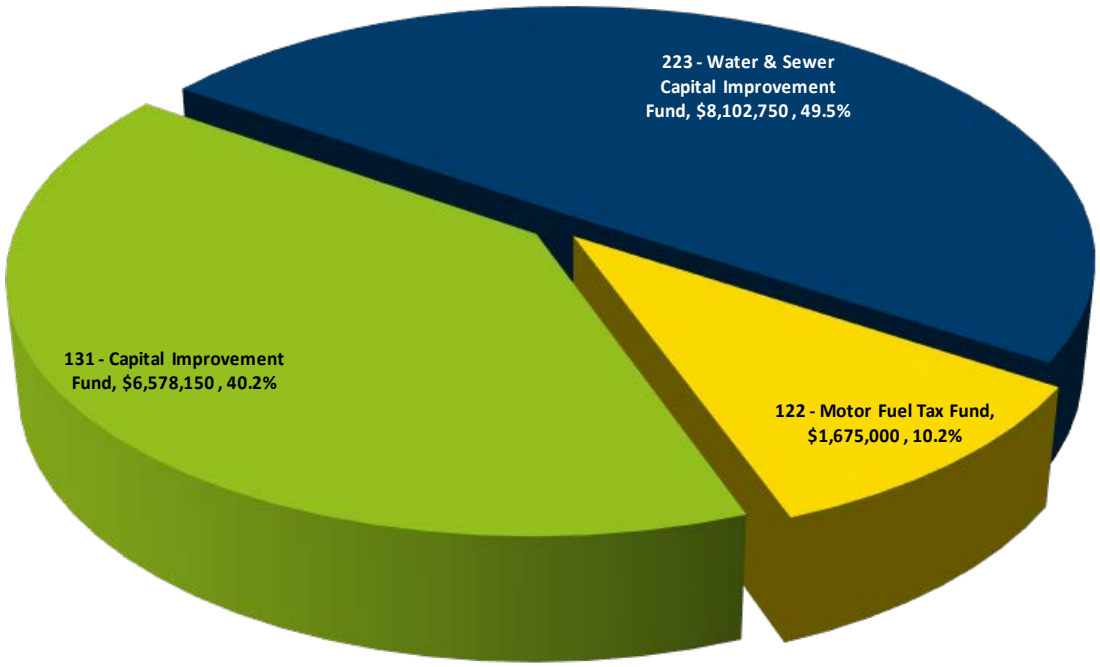
This Page Left Blank Intentionally

Section II: Funding Summary

The Village accounts for capital and infrastructure spending in two main capital funds; the Capital Improvement Fund (131) which accounts for 40.2% and the Water & Sewer Capital Fund (223) which accounts for 49.5% of total capital spending. In addition, the Motor Fuel Tax (122) special revenue fund is utilized for transportation system spending and accounts for the remaining 10.2%. The chart below depicts the breakdown of capital spending by fund over the plan period.

Capital Funding by Fund	*FY2019 Budget*	*FY2019 Estimate*	FY2020 Proposed	FY2021 Projected	FY2022 Projected	FY2023 Projected	FY2024 Projected
Funding by Fund	***$11,808,220***	***$9,473,076***	**$16,355,900**	**$11,712,000**	**$12,822,500**	**$8,579,500**	**$9,533,000**
% Change vs. Prior Year			**72.66%**	**-28.39%**	**9.48%**	**-33.09%**	**11.11%**
122 - Motor Fuel Tax Fund	***$0***	***$0***	$1,675,000	$0	$1,675,000	$0	$1,675,000
131 - Capital Improvement Fund	***$6,077,220***	***$6,347,501***	$6,578,150	$9,097,000	$8,592,500	$6,089,500	$5,368,000
223 - Water & Sewer Capital Improvement Fund	***$5,731,000***	***$3,125,575***	$8,102,750	$2,615,000	$2,555,000	$2,490,000	$2,490,000

FY2020 Capital Funding by Fund



Motor Fuel Tax Fund – 122

Illinois imposes a tax on the privilege of operating motor vehicles and watercraft on public highways and waterways. The tax is based on the consumption of fuel and totals 19 cents per gallon on non-diesel fuel and 21.5 cents on diesel. The State collects the tax and currently distributes 54.4% to local taxing districts based on a statutory formula that includes population. In addition to the motor fuel tax, the Village also receives disbursements for other state and federal capital programs. Collectively these revenues make up the Motor Fuel Tax Fund and are restricted for use on the transportation system. The tax is expected to decrease over time as vehicles become more fuel efficient and mass transit options become more prevalent.

General Capital Improvement Fund - 131

The Capital Improvement Fund accounts for general government capital asset purchases. Capital purchases in this fund include transportation and stormwater management maintenance and replacement, vehicles and equipment, and buildings and improvements. The primary funding sources include Home Rule Sales Tax and surplus transfers from the General Fund.

Water & Sewer Capital Fund – 223

Capital purchases for the Water & Sewer Systems are funded in part by rates, a drawdown of fund balance, home rule sales tax, and utilization of expiring debt service. Users of the systems are charged a variable and a fixed rate based on meter size and usage. The Village established a Water & Sewer Capital Fund to segregate capital expenditures from operations. As a proprietery fund, Generally Accepted Accounting Principles requires the Water & Sewer Capital Fund be reported in combination with the Water & Sewer Operating Fund as one enterprise on a full accrual basis of accounting.

SECTION III – TRANSPORTATION SYSTEM

This Page Left Blank Intentionally

Section III: Transportation System

Overview

The Village's transportation system consists of both pedestrian and vehicular facilities. The Village recognizes the need to have a network of pedestrian connections throughout the community and the Village Board adopted the Village of Gurnee Pedestrian/Bicycle Trail Master Plan in 1994 to serve as a guide for the Village's trail system. As a result of the strategic planning process in 2015, the Village established the Blue Ribbon Commission to identify areas where walkability and biking could be enhanced and updated the Master Plan accordingly in FY2017-2018. Funds are included in the plan for the construction of additional sidewalk and pedestrian paths over the next 5-years. Pedestrian facilities include concrete sidewalks, paved pedestrian trails, bridges, and unpaved pedestrian trails throughout the community. Capital expenditures for pedestrian facilities could include new installations and rehabilitation of existing facilities that have deteriorated over time. The Village maintains approximately 146 miles of concrete sidewalk on local, county, and state roadways.

The Village's roadway network consists of paved local roadways and bridges that interconnect to Township, County, and State roadways. Capital expenditures for roadways include new installations, preventative maintenance, and rehabilitation. The Village maintains the equivalent of about 121 centerline miles of roadway pavement in the community consisting of about 25% rural cross section (with roadside ditches) and 75% urban cross section (with curb and gutter).

Assumptions & Approach

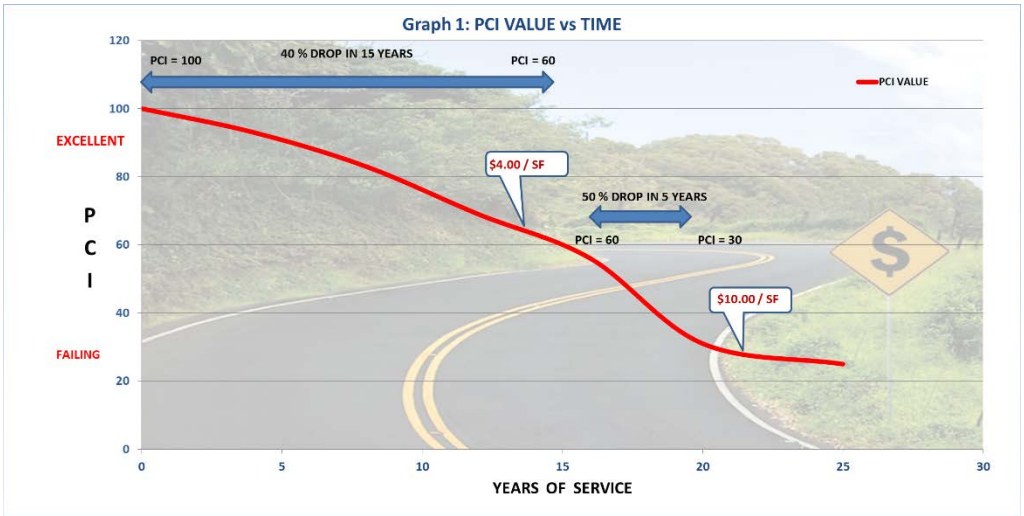
Expansion of the roadway and pedestrian network is costly and historically the Village has only pursued expansion as part of larger regional projects. The focus of capital funding for this system is expected to be maintaining the existing facilities rather than building new, with the exception of interconnecting the existing pedestrian network. Maintenance of the pedestrian path system is primarily focused on eliminating trip hazards that form when concrete slabs are displaced due to settlement or uplift.

The priorities of annual resurfacing/reconstruction program are currently based on a pavement condition index (PCI) survey conducted in 2016 that rated road surfaces on a scale of 1-100 with a ranking 100 being a perfect surface. Deterioration rates of pavements vary based on a combination of initial construction methods, weather conditions, traffic, and existing distress therefore regular evaluation of the pavement network is required.

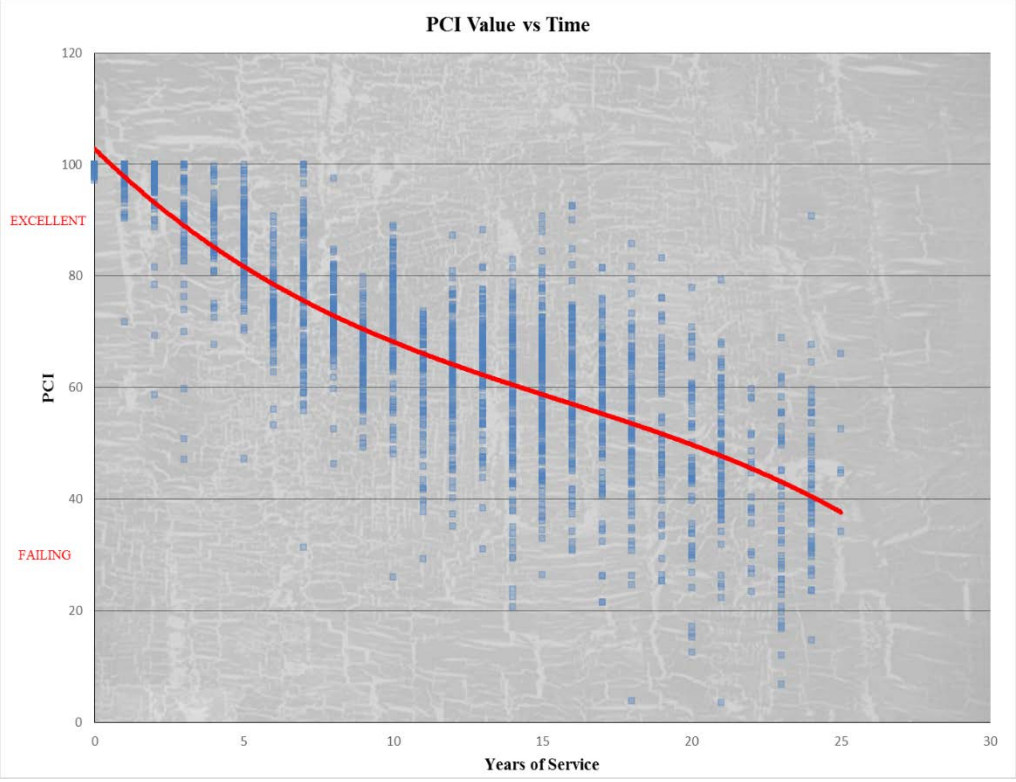
Maintaining the transportation systems in the Village of Gurnee is the largest budgetary line item in the capital plan. Staff assumes roadway pavements to last 15-20 years before the condition

begins to deteriorate at an increasing rate which requires more costly reconstruction from the ground up. The pavement life curve in Graph 1 below demonstrates a typical deterioration pattern in this region. Graph 2 is the actual pavement deterioration curve for the Village of Gurnee based on the 2013 and 2016 pavement evaluations.

Graph 1



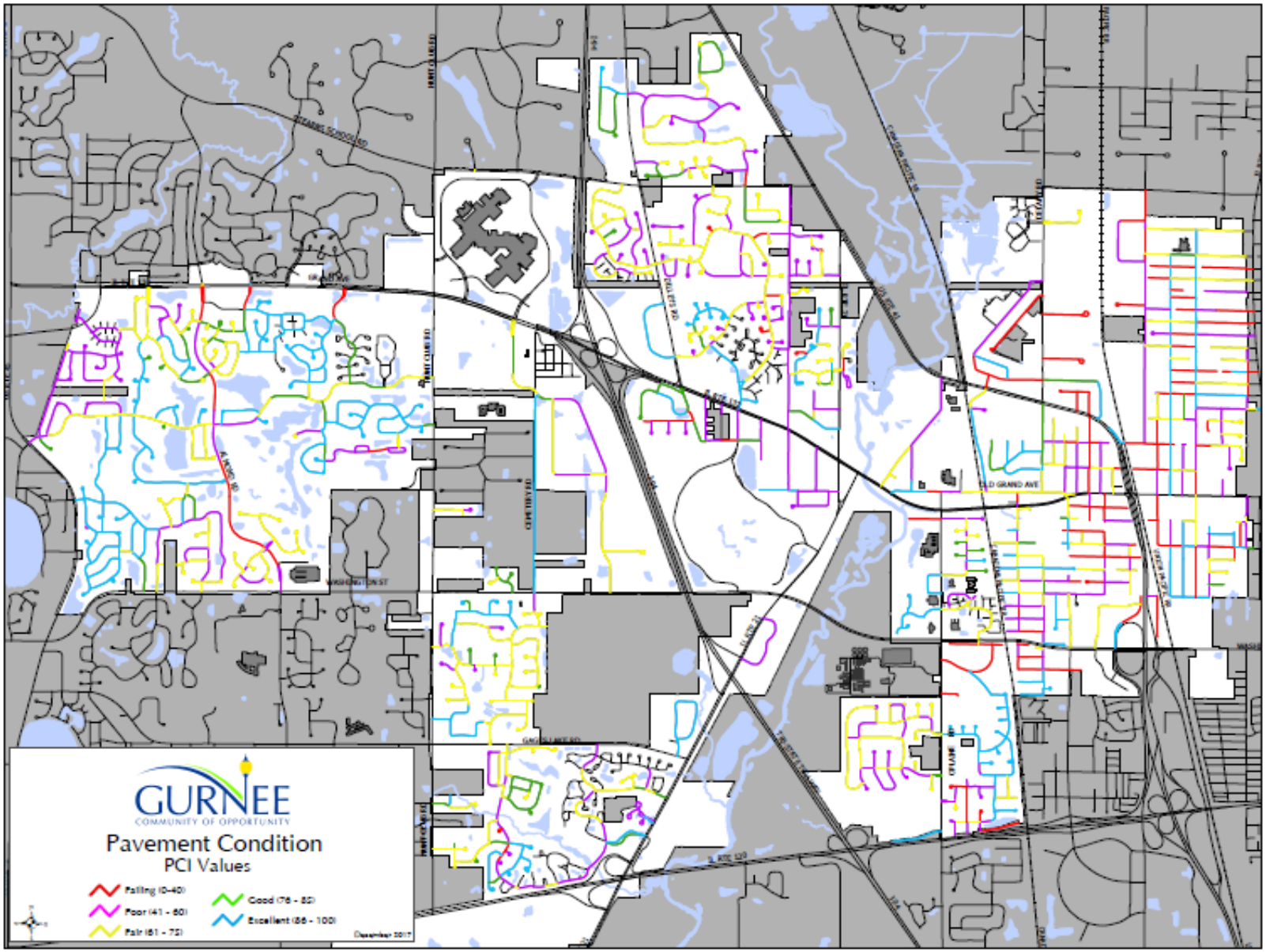
Graph 2



The recommended approach to maintaining roadway pavement is to invest in lower cost preventative maintenance to avoid structural failure of the pavement section that commonly occurs once the PCI drops below about 60. At this PCI level the amount of cracking in the surface typically results in significant water intrusion into the roadbed where frost-heave action essentially pulverizes the remaining pavement.

To maintain a high level of service and the best return on investment the Village targets rehabilitating 6 miles of roadway surface per year (121 miles / 20 years) and maintain an annual pedestrian path maintenance program to eliminate safety concerns (i.e. trip hazards) as they are identified. The following pavement condition map depicts survey work completed in 2016 and has been updated to reflect work since the study.

The annual cost of rehabilitating 6 miles of roadway surface annually is approximately $6 million given a 20 year life cycle. The plan funds approximately 80-85% of the total requirement annually. Following the initial reconstruction of some roadways, and a continued preventative maintenance program, the annual requirement will be reduced as the life cycle is extended and expensive reconstruction is no longer necessary.


GURNEE
COMMUNITY OF OPPORTUNITY
Pavement Condition
PCI Values
Failing (0-40)
Poor (41 - 60)
Fair (61 - 75)
Good (76 - 85)
Excellent (86 - 100)

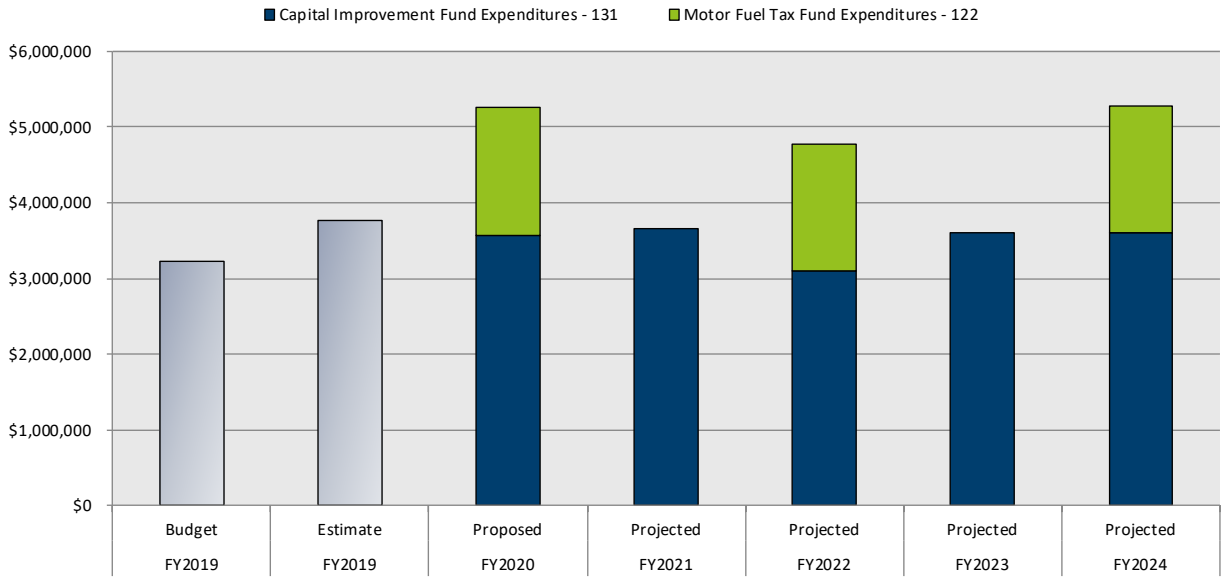
Transportation System Spending Projections

Transportation system spending over the plan period totals $22.5 million. The following is a list of highlights and a graphic that depicts anticipated spending on transportation system assets throughout the plan period.

- FY2020
  - The Plan utilizes Motor Fuel Tax funds in FY2020 and every other year thereafter.
  - $600 thousand for the Village share of intersection improvements at Grand Ave. and Hunt Club Rd.
  - $200 thousand for quiet zone improvements included in East Grand Enhancements.
  - $175 thousand for sidewalk improvements in the Knowles Rd. area.
- FY2022
  - $500 thousand for the Village share of intersection improvements at Washington and Hunt Club Rd.

Transportation System		FY2019 Budget	FY2019 Estimate	FY2020 Proposed	FY2021 Projected	FY2022 Projected	FY2023 Projected	FY2024 Projected
Total Transportation System Expenditures		**$3,225,000**	**$3,770,960**	**$5,250,000**	**$3,650,000**	**$4,775,000**	**$3,600,000**	**$5,275,000**
% Change vs. Prior Year		**-36.57%**	**16.93%**	**39.22%**	**-30.48%**	**30.82%**	**-24.61%**	**46.53%**
Motor Fuel Tax Fund Expenditures - 122		**$0**	**$0**	**$1,675,000**	**$0**	**$1,675,000**	**$0**	**$1,675,000**
% Change vs. Prior Year		**-100.00%**	**0.00%**	**0.00%**	**-100.00%**	**0.00%**	**-100.00%**	**0.00%**
443012 STREET SURFACING-MAINT	12275400	***$0***	***$0***	$1,600,000	$0	$1,600,000	$0	$1,600,000
443013 CRACK SEALING	12275400	***$0***	***$0***	$75,000	$0	$75,000	$0	$75,000
443033 PAVEMENT STRIPING	12275400	***$0***	***$0***	$0	$0	$0	$0	$0
443035 CEMETERY RD CONS	12275400	***$0***	***$0***	$0	$0	$0	$0	$0
Capital Improvement Fund Expenditures - 131		**$3,225,000**	**$3,770,960**	**$3,575,000**	**$3,650,000**	**$3,100,000**	**$3,600,000**	**$3,600,000**
% Change vs. Prior Year		**-23.88%**	**16.93%**	**-5.20%**	**2.10%**	**-15.07%**	**16.13%**	**0.00%**
433008 ENGINEERING CONSULTANT	13175150	***$200,000***	***$150,000***	$150,000	$200,000	$200,000	$200,000	$200,000
433015 GREENLEAF ST. ENGINEERING	13175150	***$0***	***$0***	$0	$0	$0	$0	$0
433016 CEMETERY ROAD ENGINEERING	13175150	***$0***	***$0***	$0	$0	$0	$0	$0
443012 STREET SURFACING-MAINT	13175150	***$2,600,000***	***$3,275,105***	$2,100,000	$3,000,000	$2,000,000	$3,000,000	$3,000,000
443014 PAVEMENT MARKING	13175150	***$50,000***	***$25,000***	$50,000	$50,000	$50,000	$50,000	$50,000
443015 PUBLIC SIDEWALK	13175150	***$25,000***	***$20,000***	$100,000	$100,000	$100,000	$100,000	$100,000
472002 INTERGOV COST SHARING	13175150	***$0***	***$0***	$600,000	$0	$500,000	$0	$0
472008 WASHINGTON STREET 8214	13175150	***$0***	***$0***	$0	$0	$0	$0	$0
472011 SIDEWALK IMPROVEMENTS	13175150	***$150,000***	***$100,000***	$175,000	$100,000	$100,000	$100,000	$100,000
474004 STREET LIGHTS	13175100	***$100,000***	***$100,855***	$100,000	$100,000	$50,000	$50,000	$50,000
474005 EAST GRAND ENHANCEMENTS	13120100	***$100,000***	***$100,000***	$300,000	$100,000	$100,000	$100,000	$100,000

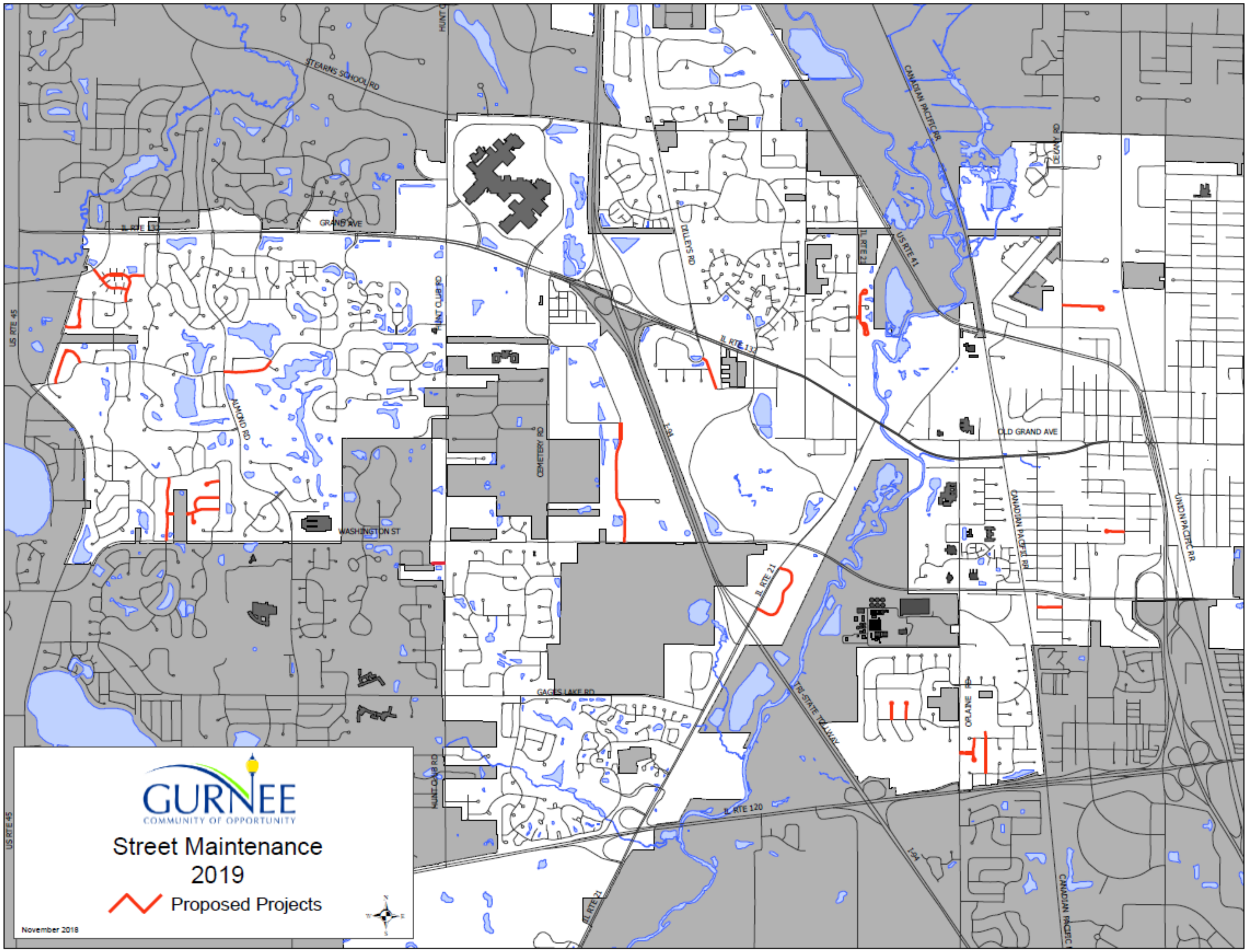
Transportation System Spending



Multi-Year Plan Details

2019 Construction Season Projects (FY2020)

PROPOSED 2019 STREET MAINTENANCE								
Street	From	To	Length(Ft)	PCI	Section Type	Width e-e-	Roadway Area	Rehab. Costs
DADA DR	ALMOND RD	500' - EAST OF TYME CT	1800	51	Urban	36	64800	$259,200
KINGSPORT DR	CASCADE WAY	WASHINGTON ST	1614	65	Urban	28	45192	$203,364
MAGICAL LN	KINGSPORT DR	EAST END	135	66	Urban	28	3780	$17,010
BRADFORD CT	OLD WALNUT CIR	WEST END	446	61	Urban	28	12488	$56,196
BRENTWOOD LN	OLD WALNUT CIR	WEST END	847	63	Urban	28	23716	$106,722
CLAREWOOD LN	BRENTWOOD LN	OLD WALNUT CIR	889	56	Urban	28	24892	$112,014
PINEHURST CT	BRENTWOOD LN	SOUTH END	381	63	Urban	28	10668	$48,006
LAUREL LN	DADA DR - EAST	DADA DR - WEST	1371	58	Urban	28	38388	$172,746
CLAVEY LN	NURSERY DR	KNOWLES RD	1043	51	Urban	28	29204	$131,418
SCARBOROUGH DR	ROLLINS RD	GREYSTONE DR	1086	44	Urban	28	30408	$152,040
SCRANTON DR	SCARBOROUGH DR	NURSERY DR	1395	49	Urban	28	39060	$195,300
GARNACHA DR	SCRANTON DR	MENDOCINO DR	420	62	Urban	28	11760	$52,920
CALVIN CT	PROVIDENCE RD	NORTH END	535	45	Urban	28	14980	$67,410
MAJESTIC CT	PROVIDENCE RD	NORTH END	528	49	Urban	28	14784	$66,528
HARPER AVE	WEST END	ESTES ST	571	20	Urban	28	15988	$71,946
WILLIAMSBURG AV	SOUTH END	LONGMEADOW DR	689	60	Urban	28	19292	$82,956
CORNELL AV	OPLAINE RD	WILLIANSBURG AV	344	58	Urban	28	9632	$41,418
ANGELO AV	EASTWOOD AV	NORTH END	1069	37	Urban	28	29932	$128,708
MORRISON DR	DELANY RD	EAST END	1257	13	Urban	34	42738	$256,428
DILLEYS RD	NORTHRIDGE DR	SPRUCE ST	866	38	Rural	22	19052	$114,312
TRI STATE PKWY	WASHINGTON ST	S. OF LAKESIDE DR	3200	68	Urban	37	118400	$473,600.00
WOODLAKE BLVD	HWY 21 - NORTH END	HWY 21 - SOUTH END	1962	49	Urban	28	54936	$219,744
QUEEN ANN LN	NORTH END	SOUTH END	1914	62	Urban	28	53592	$214,368
JEFFERY AV	FIRST ST	DELANY RD	636	29	Rural	22	13992	$125,928
GURNEE GLENN	HUNT CLUB RD	W. VILLAGE LIMIT	250	56	Urban	28	8100	$32,400
			25248	Feet			Total =	$3,370,281


GURNEE
COMMUNITY OF OPPORTUNITY
Street Maintenance
2019
Proposed Projects
November 2018
STEARNS SCHOOL RD
GRAND AVE
US RTE 45
WASHINGTON ST
DILLEYS RD
IL RTE 132
IL RTE 21
US RTE 41
CANADIAN PACIFIC RR
OLD GRAND AVE
UNION PACIFIC RR
CEMETERY RD
GAGES LAKE RD
TRI-STATE TOLLWAY
IL RTE 120
I-94
HUNT CLUB RD
ALMOND RD

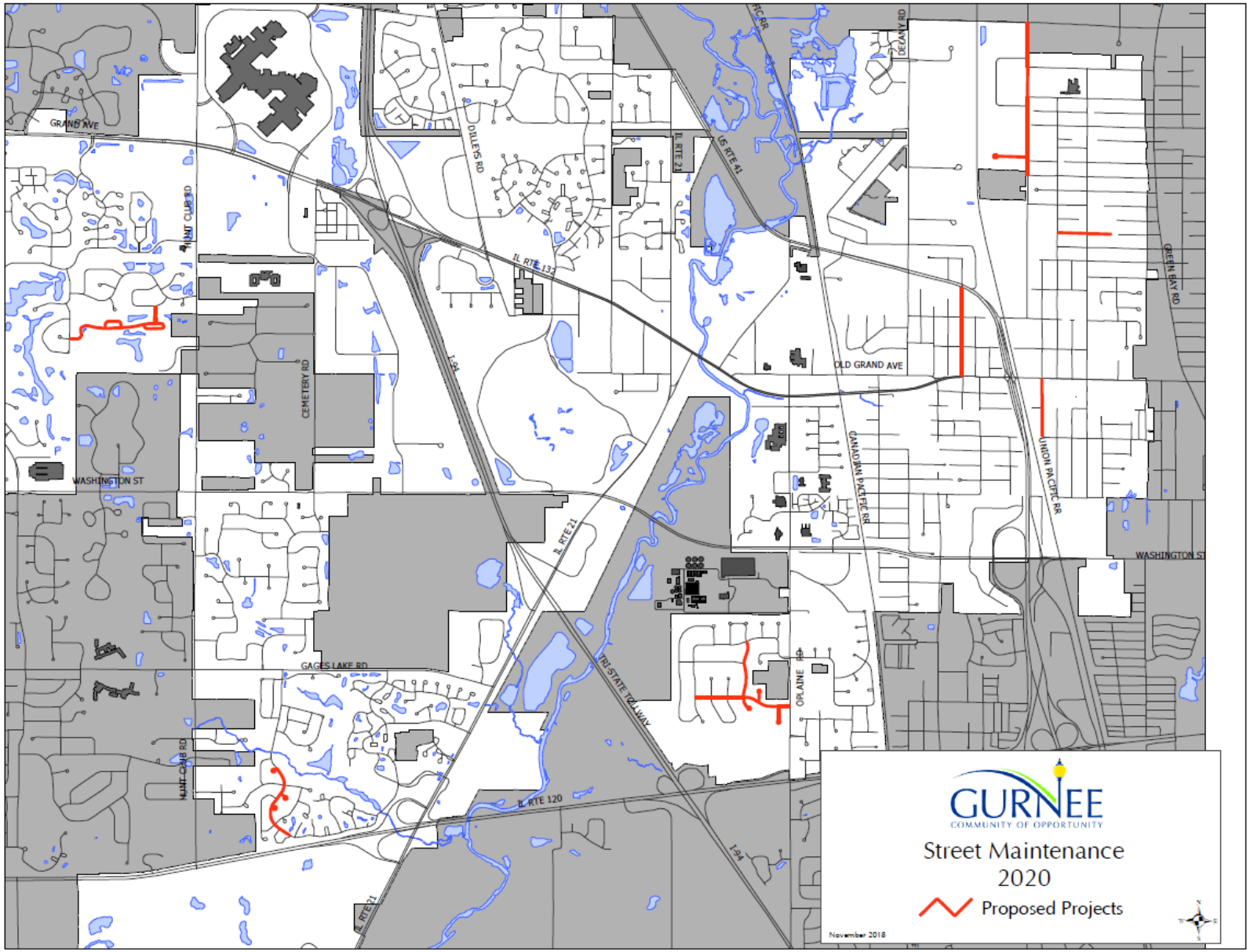
2020 Construction Season Projects (FY2021)

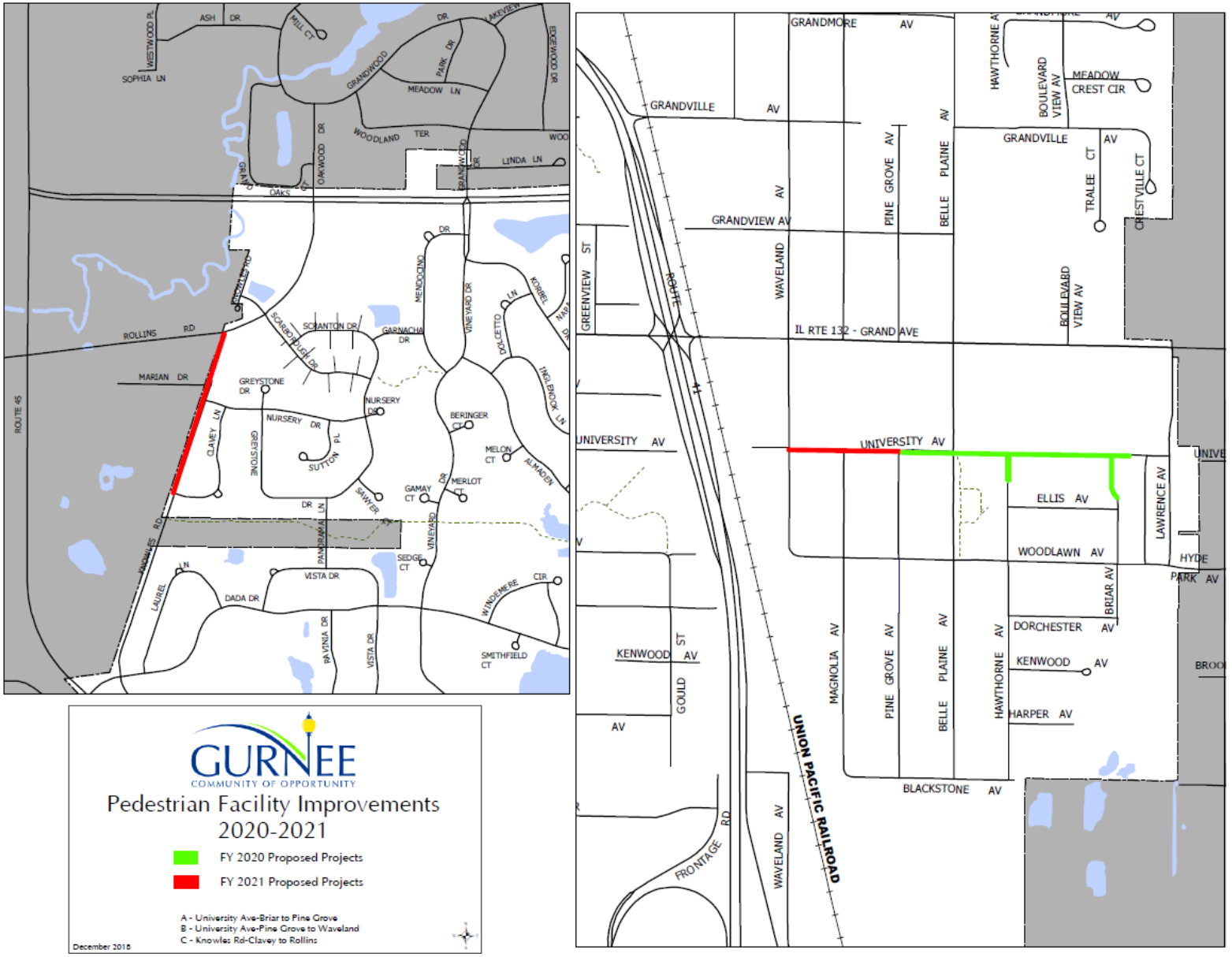
PROPOSED 2020 STREET RESURFACING

Street	From	To	Length(Ft)	2016 PCI	Section Type	width e-e-	Roadway Area	Rehab. Costs
LEONARD DR	FARWELL CT	500' N. OF CROSSLAND BLV	2300	44	Urban	34	78200	$351,900
GLOSTER CT	LEONARD DR	SOUTH END	220	38	Urban	28	6160	$25,872
DUNHILL CT	LEONARD DR	EAST END	256	45	Urban	28	7168	$30,106
COMPTON CT	LEONARD DR	SOUTH END	213	49	Urban	28	5964	$25,049
CASTLEWOOD CT	PORTSMOUTH CIR	REVERE CT	384	74	Urban	28	10752	$48,384
DANIELSON CT	REVERE CT	REVERE CT	577	53	Urban	28	16156	$72,702
DAVIDSON CT	REVERE CT	REVERE CT	587	45	Urban	28	16436	$73,962
REVERE CT	HARTFORD DR	DAVIDSON CT - EAST	2332	44	Urban	28	65296	$326,480
CLEARVIEW CT	NORTHWESTERN AV	WEST END	758	18	Urban	34	25772	$154,632
NORTHWESTERN AV	SUNSET AV	KEITH AVE	3500	40	Urban	34	119000	$595,000
LEE AV	MAGNOLIA AV	BELLE PLAINE AV	666	23	Urban	28	18648	$93,240
LEE AV	BELLE PLAINE AV	EAST END	531	24	Rural	22	11682	$81,774
PROVIDENCE RD	KINGS WAY	OPLAINE RD	2131	58	Urban	28	59668	$268,506
CROSS CT	PROVIDENCE RD	SOUTH END	410	57	Urban	28	11480	$51,660
CROSS RD	PROVIDENCE RD	KINGS WAY	1273	61	Urban	28	35644	$160,398
COLE CT	PROVIDENCE RD	NORTH END	358	62	Urban	28	10024	$45,108
PLYMOUTH CT	PROVIDENCE RD	SOUTH END	463	66	Urban	28	12964	$58,338
			16959	Feet				$2,463,110
			3.2	Miles				

PROPOSED 2020 STREET RECONSTRUCTION

FERNDALE ST	US 41	GRAND AV	1958	24	Rural	22	43076	$732,292
WAVELAND AV	GRAND AV	WOODLAWN AV	1250	14	Rural	22	28000	$392,000
			3208	Feet			Sub-Total =	$1,124,292
			0.61	Miles				


GRAND AVE
DILLEYS RD
IL RTE 21
US RTE 41
DELANY RD
GREEN BAY RD
OLD GRAND AVE
CANADIAN PACIFIC RR
UNION PACIFIC RR
WASHINGTON ST
CEMETERY RD
I-94
IL RTE 132
GAGES LAKE RD
TRI STATE TOLLWAY
ORLAINE RD
IL RTE 120
GURNEE
COMMUNITY OF OPPORTUNITY
Street Maintenance
2020
Proposed Projects
November 2018


GURNEE
COMMUNITY OF OPPORTUNITY
Pedestrian Facility Improvements
2020-2021
FY 2020 Proposed Projects
FY 2021 Proposed Projects
A - University Ave-Briar to Pine Grove
B - University Ave-Pine Grove to Waveland
C - Knowles Rd-Clavey to Rollins
December 2018
GRANDVILLE AV
GRANDVIEW AV
GRANDMORE AV
UNIVERSITY AV
IL RTE 132 - GRAND AVE
ROLLINS RD
WOODLAND TER
MEADOW LN
LINDA LN
SCHANTON DR
GARNACHA DR
GREYSTONE DR
NURSERY DR
SUTTON PL
CLAVEY LN
MARIAN DR
VISTA DR
DADA DR
SEDGE CT
GAMAY CT
MERLOT CT
BERINGER CT
MELON CT
SMETHFIELD CT
WINDEMERE CIR
KENWOOD AV
GOULD ST
WAVELAND AV
FRONTAGE RD
UNION PACIFIC RAILROAD
ELLIS AV
WOODLAWN AV
DORCHESTER AV
HARPER AV
BLACKSTONE AV
MAGNOLIA AV
PINE GROVE AV
BELLE PLAINE AV
HAWTHORNE AV
LAWRENCE AV
BRIAR AV
HYDE PARK AV
MEADOW CREST CIR
TRALEE CT
CRESTVILLE CT
BOULEVARD VIEW AV
GREENVIEW ST
ROUTE 41
ROUTE 45

This Page Left Blank Intentionally

SECTION IV – STORMWATER MANAGEMENT SYSTEM

This Page Left Blank Intentionally

Section IV: Stormwater Management System

Overview

The Village of Gurnee is responsible for many aspects of stormwater management including stormwater conveyance and storage, water quality, and regulating development to minimize the risk of flooding.

The Village maintains an extensive conveyance and storage systems throughout the community to handle stormwater runoff. Runoff enters roadside ditches or storm sewer pipes and is conveyed to neighborhood detention basins. Each detention basin has a specific outlet control structure which regulates the outflow to minimize the potential for flooding downstream. After stormwater is released from the neighborhood detention basins the majority of the Village drains to the Des Plaines River.

The Village is responsible for maintaining over 134 miles of storm sewer pipe and 23 detention basins. The remaining 270 detention basins are maintained by their respective property owners or associations. Village staff regularly inspects these facilities to ensure that they will operate properly when needed. As the Village of Gurnee matures, resources will be needed to maintain the existing facilities and make improvements to enhance the operation of the stormwater management system to minimize flooding.

The local water quality aspect of stormwater management began with the 1999 amendment to the 1972 Clean Water Act. The Village of Gurnee is now required to monitor and minimize pollution in stormwater runoff from sources such as illegal dumping and from paved areas like roadways and parking lots. In 2009, the Village of Gurnee adopted a Stormwater Management Program Plan (SMPP) with the intent of minimizing pollution found in stormwater runoff. The SMPP includes new programs to raise awareness through public education and commit resources to inspect, detect, and eliminate pollution in the stormwater management system.

Minimizing the flooding risk for new development in the Village is achieved by regulating construction in accordance with the Watershed Development Ordinance first adopted in 1992 and amended most recently in 2015. The Village also has a program to purchase property and remove flood prone structures near the Des Plaines River and its tributaries. The Village works with the Lake County Stormwater Management Commission to apply for state and federal grant money to purchase flood properties from willing sellers. Leveraging local funds with government grants has proven to be an effective method to reduce the number of structures in the special flood hazard area.

Assumptions & Approach

As the Village and science of stormwater management has matured enhancements to existing Village-owned detention basins to optimize their effectiveness was the focus of capital spending. In recent years the need for structural improvements has declined and the focus has now turned to long-term maintenance of piping and detention basins.

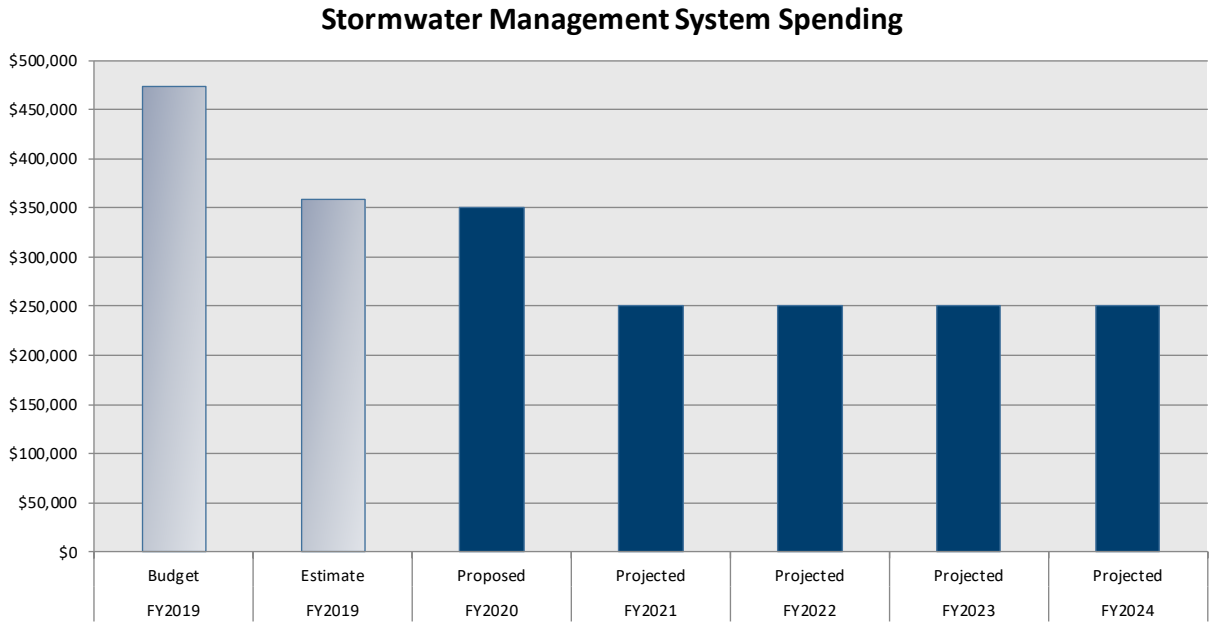
The recommended approach is to continue to inspect and maintain or repair stormwater facilities as needed and continue to leverage local funds with governmental grants programs to acquire and demolish flood prone structures.

Stormwater Management System Spending Projections

There is no dedicated source of funding for the stormwater management system. In recent years funding for these programs has been provided through General Fund and Impact Fee transfers as part of the annual budget process. Following is a list of highlights and a graphic that depicts anticipated spending on stormwater Management System assets throughout the plan period.

- FY2020
    - Acquisition of 3 floodplain properties in coordination with the regional Stormwater Management Commission.
    - Drainage improvements in Providence Village area that includes a swale and right of way improvements to divert stormwater.

Stormwater Management System		FY2019 Budget	FY2019 Estimate	FY2020 Proposed	FY2021 Projected	FY2022 Projected	FY2023 Projected	FY2024 Projected
Total Stormwater Management System Expenditure		***$473,000***	***$358,686***	**$350,000**	**$250,000**	**$250,000**	**$250,000**	**$250,000**
% Change vs. Prior Year		***56.91%***	***-24.17%***	**-2.42%**	**-28.57%**	**0.00%**	**0.00%**	**0.00%**
Capital Improvement Fund Expenditures - 131		***$473,000***	***$358,686***	**$350,000**	**$250,000**	**$250,000**	**$250,000**	**$250,000**
% Change vs. Prior Year		***56.91%***	***-24.17%***	**-2.42%**	**-28.57%**	**0.00%**	**0.00%**	**0.00%**
450016 PROPERTY TAXES	13175150	***$3,000***	***$8,686***	$0	$0	$0	$0	$0
471001 FLOOD PLAIN	13175150	***$0***	***$0***	$0	$0	$0	$0	$0
471002 LAND ACQUISITION	13175150	***$110,000***	***$50,000***	$100,000	$100,000	$100,000	$100,000	$100,000
471003 APPRAISAL FEES	13175150	***$0***	***$0***	$0	$0	$0	$0	$0
472006 DRAINAGE IMPROVEMENTS	13175150	***$360,000***	***$300,000***	$250,000	$150,000	$150,000	$150,000	$150,000
473005 DEMOLITION COSTS	13175150	***$0***	***$0***	$0	$0	$0	$0	$0
472007 DETENTION IMPROVEMENTS	13175150	***$0***	***$0***	$0	$0	$0	$0	$0



This Page Left Blank Intentionally

SECTION V – WATER & SEWER SYSTEM

This Page Left Blank Intentionally

Section V: Water & Sewer System

Overview

The Village of Gurnee's original water system was put into operation in 1960. At that time it was connected to the Waukegan system at Sunset Avenue and Northwestern Avenue. Water was supplied through the Waukegan system and a deep well located at Fire Station #1 on Old Grand Avenue. The system consisted of one deep well, a 200,000-gallon elevated tank, and a distribution system consisting of 13.9 miles of water main. With the early growth of the Village came the expansion of the Village's water system.

From 1960 to 1990, the Village's water distribution system increased from 13.9 miles to 73.7 miles. This represents a five-fold increase during the thirty-year time frame. From 1990 to present, the system has more than doubled in length from 73.7 miles to 182 miles. The Village's water source was changed in 1992 and is now provided by the Central Lake County Joint Action Water Agency (CLCJAWA), which pipes Lake Michigan water to the Village from the Lake Bluff shoreline pumping station.

As portions of the water system approach 60 years of age significant portions of the original water system are deteriorating resulting in a lower level of service to the community in the form of water shutdowns to repair pipe breaks and perform maintenance of pumps, tanks, valves, and hydrants. Capital investment for the future is expected to be focused on maintaining and rehabilitating the existing system rather than expanding the pipe network.

The Village of Gurnee's sanitary sewer system was originally constructed in the mid-1960's in conjunction with the water system. The system totaled 88,680 lineal feet (16.8 miles). Today, the sanitary sewer system is a combination of gravity lines, force mains, and lift stations. There are 81 miles of sanitary sewer (gravity) and 2.8 miles of sanitary sewer force main. Currently, there are eight sanitary sewer lift stations in operation. The lift stations along with the force mains are able to service parts of the community that would otherwise be unable to obtain sanitary service by gravity due to the topography of the land and depth of the sanitary sewer system.

All municipal wastewater is conveyed through Village-owned and maintained sanitary sewer mains. The wastewater is then routed to either the Lake County Public Works (LCPW) transmission main on the west side of Interstate 94 or to the North Shore Water Reclamation District (NSWRD) transmission main on the east side of the Interstate 94.

Through 2011 the Village was funding sewer extension projects in the northeast portion of the community to provide new service options for residents in that area that were previously served by individual septic systems. Some gaps remain but the demand from the neighborhood does not support further investment in sewer extensions at this time.

As portions of the sewer system approach 60 years of age the recent focus of capital expenditures has been evaluating and maintaining the existing system. The sewer system is one area where technology has really made a difference and the use of robotic and trenchless technologies allows the Village to perform many repairs to sewer lines without excavation or significant inconvenience to the community.

Assumptions & Approach

As the water system ages the need to begin investing capital funds in replacement of aging facilities will become the focus of capital improvement plan. Replacement of deteriorating water main pipe, hydrants, valves, and tank maintenance are expected to be the focus of future investment to maintain a high level of service to the community.

As the sewer system ages the need to begin investing capital funds in maintenance of deteriorating facilities will become the focus of capital improvement plan. Sewer pipe, pumps, and manhole structures are expected to be the focus of future investment to maintain a high level of service to the community.

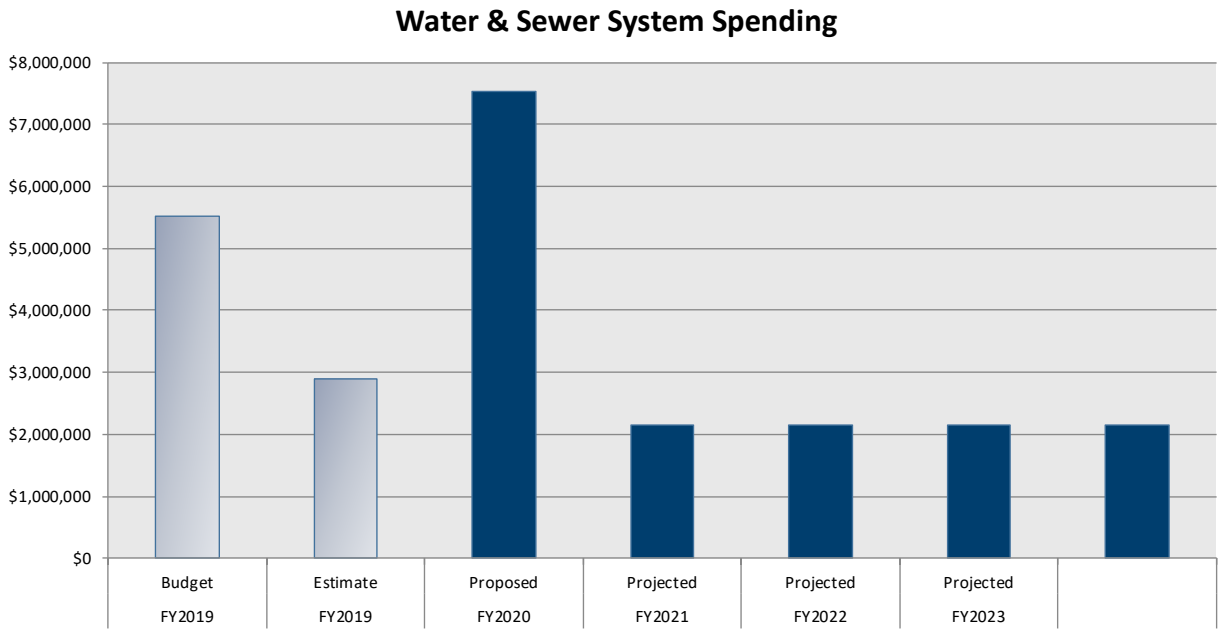
Water & Sewer System Spending Projections

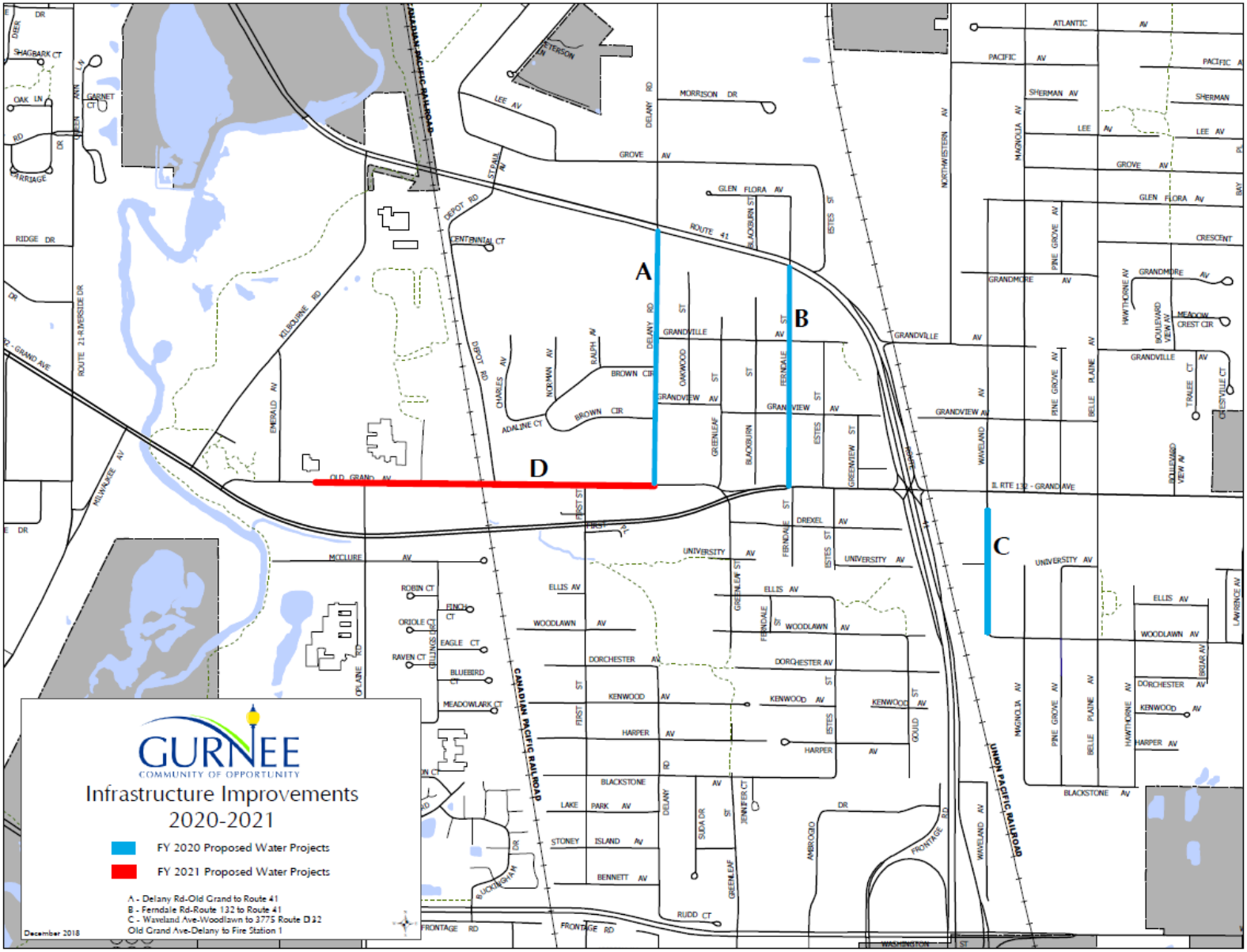
In FY2013 the Village began a multi-year sanitary sewer cleaning and televising program in an effort to create a baseline for the condition of the sanitary sewer network. Using robotic technology the inside of sanitary sewer pipe is televised allowing staff to proactively identify problems and areas of concern. This program is expected to continue until all sanitary sewer pipes in the community have been inspected.

As a result of these inspection efforts future years are programmed with funding for a Sanitary Sewer Repairs line item. This line item will be used to repair deteriorating sections of sanitary sewer pipe.

The Village is in the early stages of an approximately $6.1 million low-interest IEPA loan to construct a 2 million gallon above ground water storage tower on the west side of the community to provide sufficient pressure and fire flow. Project expenditures started in FY2019 ($1.3 million) and are expected to conclude in FY2020 ($4.8 million).

Water & Sewer System		FY2019 Budget	FY2019 Estimate	FY2020 Proposed	FY2021 Projected	FY2022 Projected	FY2023 Projected	FY2024 Projected
Total Water & Sewer System Expenditures		***$5,515,000***	***$2,905,000***	**$7,531,000**	**$2,150,000**	**$2,150,000**	**$2,150,000**	**$2,150,000**
% Change vs. Prior Year		***2282.47%***	***-47.33%***	**159.24%**	**-71.45%**	**0.00%**	**0.00%**	**0.00%**
Water & Sewer Capital Fund Expenditures - 223		***$5,515,000***	***$2,905,000***	**$7,531,000**	**$2,150,000**	**$2,150,000**	**$2,150,000**	**$2,150,000**
% Change vs. Prior Year		***2282.47%***	***-47.33%***	**159.24%**	**-71.45%**	**0.00%**	**0.00%**	**0.00%**
472002 RTE 132/41 COST SHARING	22375500	***$0***	***$0***	$0	$0	$0	$0	$0
472003 UTILITY IMPROVEMENT	22375500	***$5,090,000***	***$1,000,000***	$2,560,000	$2,000,000	$2,000,000	$2,000,000	$2,000,000
472012 KNOWLES RD. WATER TOWER	22375500	***$0***	***$1,255,000***	$4,771,000	$0	$0	$0	$0
CB&I LLC ($3,895,900)			$824,900	$3,071,000				
Boller Construction ($2,050,000)			$425,000	$1,700,000				
472004 ENGINEERING STUDIES	22375500	***$0***	***$225,000***	$0	$0	$0	$0	$0
472005 SANITARY SEWER REPAIR	22375500	***$425,000***	***$425,000***	$200,000	$150,000	$150,000	$150,000	$150,000




GURNEE
COMMUNITY OF OPPORTUNITY
Infrastructure Improvements
2020-2021
FY 2020 Proposed Water Projects
FY 2021 Proposed Water Projects
A - Delany Rd-Old Grand to Route 41
B - Ferndale Rd-Route 132 to Route 41
C - Waveland Ave-Woodlawn to 3775 Route 132
Old Grand Ave-Delany to Fire Station 1
December 2018
A
B
C
D
CANADIAN PACIFIC RAILROAD
UNION PACIFIC RAILROAD
OLD GRAND AV
GROVE AV
GLEN FLORA AV
GRANDVILLE AV
GRANDVIEW AV
UNIVERSITY AV
WOODLAWN AV
DORCHESTER AV
KENWOOD AV
HARPER AV
BLACKSTONE AV
DELANY RD
FERNDALE ST
WAVELAND AV
IL RTE 132 - GRAND AVE
FRONTAGE RD

GURNEE
COMMUNITY OF OPPORTUNITY

SECTION VI – VEHICLES & EQUIPMENT

This Page Left Blank Intentionally

Section VI: Vehicles & Equipment

Overview

Items included in this section fall under the Machinery and Equipment category of fixed assets as defined in the Village's Fixed Assets Policy (Appendix A). These items include vehicles, heavy equipment, and technology system equipment.

The Village of Gurnee recognizes the importance of maintaining, replacing, and purchasing equipment and vehicles to guarantee public safety and the efficient delivery of services. Vehicles include squad cars, fire apparatus, ambulances, and snowplows among others. The Village has been successful in limiting the number of vehicles in the fleet that need to be budgeted for replacement by utilizing heavily used vehicles in other areas that are less demanding. For example, a Police squad that reaches a certain age and mileage threshold may not be appropriate as a Police vehicle but can be utilized by the Community Development Department in less demanding roles. The table below shows the number of pieces of vehicles and heavy equipment and approximate current replacement value by department that need to be budgeted for eventual replacement in future years.

Department	Count	Replacement Value
Police Department	36	$1,495,000
Fire Department	21	$5,890,000
Public Works - Streets*	41	$6,165,000
Public Works - Utility*	26	$2,795,000
Total	**124**	**$16,345,000**

*Some equipment is shared between the streets and utility divisions of Public Works

Vehicle & Equipment Assumptions & Approach

Depending on how the vehicles or equipment are used various factors are considered when determining a replacement cycle. These factors include mileage or hours, maintenance costs and future demands. Due to the wide variety of factors influencing the range of assets included in this category, staff reviews needs annually in detail with every department and the Fleet Management Administrator.

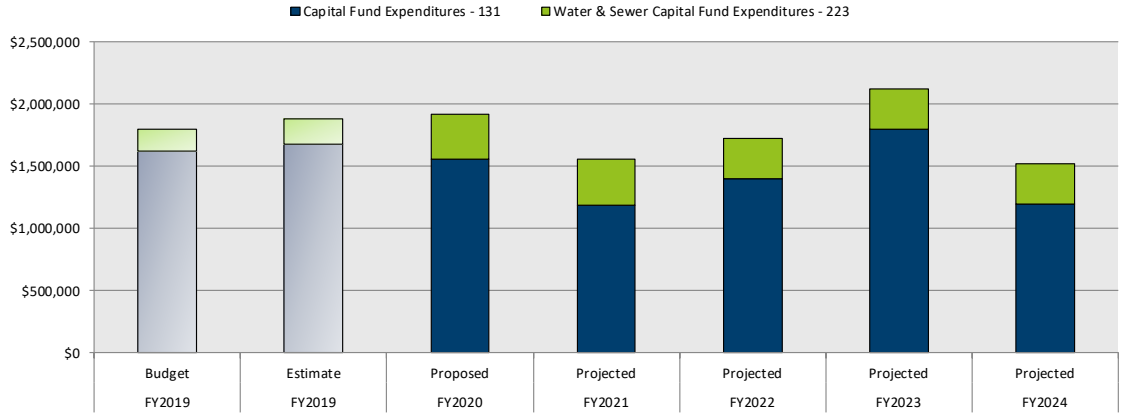
Vehicle & Equipment Spending Projections

Following is a list of highlights and a graphic that depicts anticipated spending on Vehicles and Equipment throughout the plan period.

- FY2020
    - Various information technology projects including; Implementation of Storage Area Network and Backup equipment, replacement of the live video production system to record video and audio of Village meetings, and log monitoring and analysis software.
    - Replacement of in-squad police camera systems.
    - Replacement of 4 squad cars and 2 unmarked vehicles in the Police Department.
    - Replacement of an Ambulance in the Fire Department.
    - Replacement of 5-yard dump trucks and 2 pickup trucks used in snow plowing and Public Works operations.

Vehicles & Equipment by Fund			FY2019 Budget	FY2019 Estimate	FY2020 Proposed	FY2021 Projected	FY2022 Projected	FY2023 Projected	FY2024 Projected
Total Vehicles & Equipment Expenditures			***$1,798,220***	***$1,880,405***	**$1,915,250**	**$1,562,000**	**$1,722,500**	**$2,119,500**	**$1,518,000**
% Change vs. Prior Year			***0.00%***	***4.57%***	**1.85%**	**-18.44%**	**10.28%**	**23.05%**	**-28.38%**
Capital Fund Expenditures - 131			***$1,622,220***	***$1,681,855***	**$1,557,500**	**$1,187,000**	**$1,397,500**	**$1,794,500**	**$1,193,000**
% Change vs. Prior Year			***0.00%***	***3.68%***	**-7.39%**	**-23.79%**	**17.73%**	**28.41%**	**-33.52%**
475004	COMPUTER HARDWARE-CAPITAL	13100000	***$98,500***	***$98,500***	$82,000	$85,000	$50,000	$10,000	$10,000
	SAN Data Storage & Backup Equipment		$83,500	$98,500	$50,000	$85,000	$50,000		
	Tricaster Replacement				$32,000				
475005	COMPUTER SOFTWARE-CAPITAL	13100000	***$37,500***	***$37,500***	$25,000	$45,000	$45,000	$25,000	$25,000
	Imaging & Document Management					$45,000	$45,000		
	Managed File Transfer		$37,500	$37,500					
	Log Monitoring/Analysis				$25,000				
475202	VEHICLES	13140100	***$198,220***	***$210,000***	$275,000	$275,000	$275,000	$212,000	$212,000
	Squad Cars			$198,220	$212,000	$212,000	$212,000	$212,000	$212,000
	Investigations Vehicles				$60,000	$60,000	$60,000		
475004	COMPUTER HARDWARE-CAPITAL	13140100	***$0***	***$0***	$160,000	$0	$75,000	$0	$0
	In-Squad Cameras				$160,000				
	License Plate Recognition						$75,000		
475005	COMPUTER SOFTWARE-CAPITAL	13140100	***$0***	***$0***	$0	$0	$0	$375,000	$0
	eTicketing							$75,000	
	RMS Replacement							$300,000	
475010	PRE-EMPTION SYSTEM	13150100	***$5,000***	***$5,000***	$5,000	$5,000	$5,000	$5,000	$5,000
475016	MATCHING GRANT PROGRAM	13150100	***$100,000***	***$65,000***	$25,000	$25,000	$25,000	$25,000	$25,000
475017	WARNING SIRENS	13150100	***$25,000***	***$25,000***	$25,000	$25,000	$25,000	$25,000	$25,000
475019	EMS SOFTWARE UPGRADE	13150100	***$0***	***$0***	$0	$0	$0	$0	$0
475202	VEHICLES	13150100	***$625,000***	***$619,000***	$333,500	$40,000	$330,000	$560,000	$333,500
474004	STREET LIGHTS	13175100	***$100,000***	***$100,855***	$100,000	$100,000	$50,000	$50,000	$50,000
475103	HEAVY EQUIPMENT	13175100	***$0***	***$0***	$0	$50,000	$50,000	$50,000	$50,000
475202	VEHICLES	13175100	***$365,000***	***$370,000***	$416,500	$400,000	$400,000	$400,000	$400,000
	5-Yard Dump Truck (262/266)				$351,014				
	Shop Truck (271)				$65,470				
473006	SECURITY IMPROVEMENTS	13175150	***$0***	***$0***	$0	$0	$0	$0	$0
474002	VILLAGE PARK	13175150	***$7,000***	***$16,000***	$10,000	$0	$0	$0	$0
475020	FINANCE ERP	13175150	***$0***	***$10,000***	$0	$0	$0	$0	$0
475021	INTER/INTRA NETWORK PROJ	13175150	***$61,000***	***$125,000***	$100,500	$137,000	$67,500	$57,500	$57,500
	Point to Point Links				$17,500	$15,000	$11,000		
	Network Switching				$33,000		$8,500		
	Fiber Projects							$7,500	
	Firewall / IDS / IPS					$35,000			
	Wireless Network Aps / Controllers					$87,000	$18,000	$50,000	
	ISE / MSE Network Access / Monitoring				$50,000		$30,000		
Water & Sewer Capital Fund Expenditures - 223			***$176,000***	***$198,550***	**$357,750**	**$375,000**	**$325,000**	**$325,000**	**$325,000**
% Change vs. Prior Year			***0.00%***	***12.81%***	**80.18%**	**4.82%**	**-13.33%**	**0.00%**	**0.00%**
473004	SYSTEM SECURITY IMPROV.	22375500	***$0***	***$0***	$0	$0	$0	$0	$0
475012	FINANCE ERP	22375500	***$0***	***$20,000***	$0	$0	$0	$0	$0
475020	ASSET MANAGEMENT/WORK ORDER	22375500	***$0***	***$0***	$0	$0	$0	$0	$0
475022	SCADA UPGRADE	22375500	***$125,000***	***$125,000***	$125,000	$100,000	$50,000	$50,000	$50,000
475103	HEAVY EQUIPMENT	22375500	***$0***	***$2,550***	$0	$25,000	$25,000	$25,000	$25,000
475202	VEHICLES	22375500	***$51,000***	***$51,000***	$232,750	$250,000	$250,000	$250,000	$250,000
	Pickup Truck (688/650/679/791)			$51,000	$115,741				
	5-Yard Dump Truck (262/266)				$117,000				

Vehicles & Equipment Spending



This Page Left Blank Intentionally

SECTION VII – BUILDINGS & BUILDING IMPROVEMENTS

This Page Left Blank Intentionally

Section VII: Buildings & Building Improvements

Overview

Items included in this section fall under the Land & Land Improvements, and Buildings & Building Improvements categories of fixed assets as defined in the Village's Fixed Assets Policy (Appendix A).

The Village is responsible for numerous municipal facilities within its corporate boundaries. Village buildings and grounds must be maintained regularly to remain functional. Village facilities must also periodically be upgraded to ensure efficient operations. Expenditures in this section include projects that:

- Conduct preventative maintenance of problems before they become more expensive to repair.
- Maximize the life of the building and materials.
- Keep buildings safe, ensuring that anything affecting health and safety is maintained.
- Help hold its value.
- Keep the appearance of buildings as an aesthetically pleasing reflection of the community.

The Village's main facilities include:

- Village Hall - 325 N. O'Plaine Road
- Fire Station #1 - 4580 Old Grand Avenue
- Fire Station #2 - 6581 Dada Drive
- Police Department - 100 N. O'Plaine Road
- Police Department Substation – 6170 Grand Avenue (Gurnee Mills)
- Public Works Facility -1151 Kilbourne Road

The Village also maintains water and sewer pumping stations, Welton Plaza, and the Mother Rudd House, a historical landmark in Gurnee which is currently occupied by the Warren Township Historical Society. The home is located at 4690 Old Grand Avenue.

Building and Building Improvements Assumptions & Approach

Improvements in functionality of existing facilities and larger preventative maintenance items are expected to be the focus of capital investment in facilities. Many preventative maintenance line items for facilities are built into the operating budgets but larger expense that can be capitalized such as mechanical systems, pavement repairs, or roofing are expected to be funded through capital.

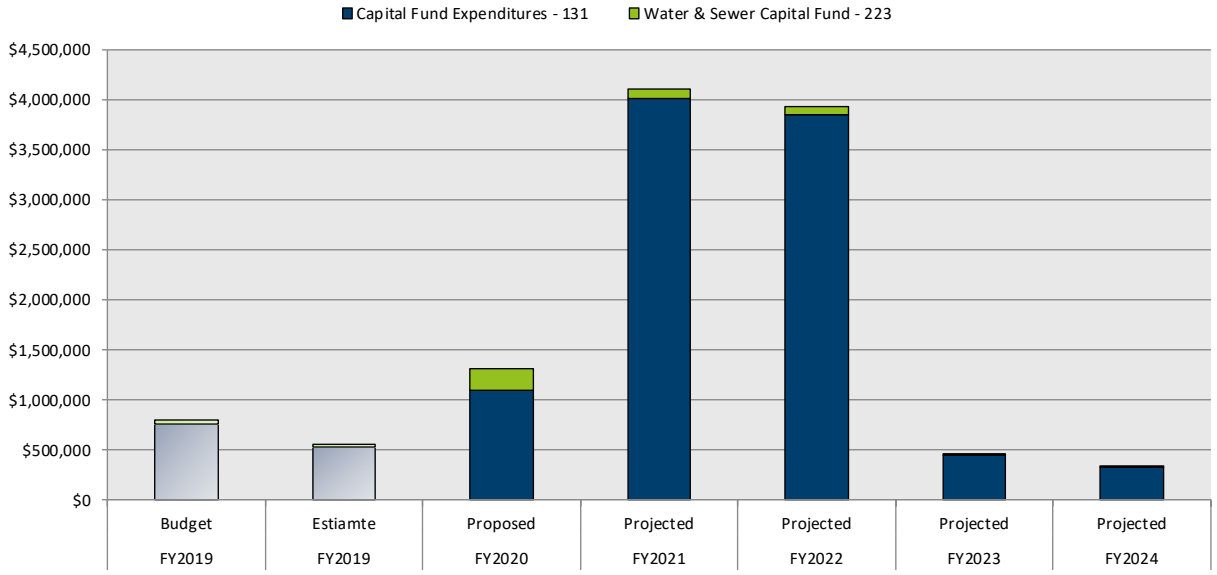
Buildings & Improvements Spending Projections

Following is a list of highlights and a graphic that depicts anticipated spending on Buildings and Improvements assets throughout the plan period.

- FY2020
  - Interior renovations and parking lot patching at Village Hall.
  - Generator and HVAC control upgrades at the Police Station.
  - First of three installments for the potential build-out of a police sub-station at Gurnee Mills.
  - Design and land acquisition costs for a third Fire Station.
  - Lot paving at the Bittersweet Pump Station.
- FY2021
  - Roof replacement at the Police Station.
  - Second of three installments for the potential build-out of a police sub-station at Gurnee Mills.
  - Parking lot resurfacing at Village Hall.
  - 1st year construction of Fire Station #3.
- FY2022
  - Final Installment for the potential build-out of a police sub-station at Gurnee Mills.
  - Final Construction year of Fire Station #3.

Buildings & Improvements			FY2019 Budget	FY2019 Estiamte	FY2020 Proposed	FY2021 Projected	FY2022 Projected	FY2023 Projected	FY2024 Projected
Total Buildings & Improvements Expenditures			***$797,000***	***$558,025***	**$1,309,650**	**$4,100,000**	**$3,925,000**	**$460,000**	**$340,000**
% Change vs. Prior Year			***106.56%***	***-29.98%***	**134.69%**	**213.06%**	**-4.27%**	**-88.28%**	**-26.09%**
Capital Fund Expenditures - 131			***$757,000***	***$536,000***	**$1,095,650**	**$4,010,000**	**$3,845,000**	**$445,000**	**$325,000**
% Change vs. Prior Year			***110.01%***	***-29.19%***	**104.41%**	**265.99%**	**-4.11%**	**-88.43%**	**-26.97%**
473003 BUILDING IMPROVEMENTS	13110100		***$185,000***	***$150,000***	$137,500	$250,000	$85,000	$75,000	$75,000
MEP	Village Hall				$52,500	$25,000	$25,000	$25,000	$25,000
Interior	Village Hall				$25,000	$25,000	$25,000	$25,000	$25,000
Exterior	Village Hall				$50,000	$200,000	$25,000	$25,000	$25,000
Rudd House	Rudd House				$10,000	$0	$10,000	$0	$0
473003 BUILDING IMPROVEMENTS	13140100		***$235,000***	***$150,000***	$333,150	$300,000	$250,000	$150,000	$150,000
MEP	Police Station				$133,150	$50,000	$50,000	$50,000	$50,000
Interior	Police Station				$50,000	$50,000	$50,000	$50,000	$50,000
Exterior	Police Station				$50,000	$100,000	$50,000	$50,000	$50,000
	Mills Substation				$100,000	$100,000	$100,000	$0	$0
473003 BUILDING IMPROVEMENTS	13150100		***$300,000***	***$190,000***	$555,000	$3,430,000	$3,430,000	$70,000	$70,000
MEP	Fire Station #1				$10,000	$10,000	$10,000	$10,000	$10,000
Interior	Fire Station #1				$15,000	$15,000	$15,000	$15,000	$15,000
Exterior	Fire Station #1				$5,000	$5,000	$5,000	$5,000	$5,000
MEP	Fire Station #2				$10,000	$10,000	$10,000	$10,000	$10,000
Interior	Fire Station #2				$10,000	$10,000	$10,000	$10,000	$10,000
Exterior	Fire Station #2				$5,000	$5,000	$5,000	$5,000	$5,000
	Fire Station #3				$500,000	$3,375,000	$3,375,000	$15,000	$15,000
473003 BUILDING IMPROVEMENTS	13175100		***$30,000***	***$30,000***	$60,000	$30,000	$80,000	$150,000	$30,000
MEP	PW Facility				$10,000	$10,000	$15,000	$15,000	$15,000
Interior	PW Facility				$10,000	$10,000	$15,000	$15,000	$15,000
Exterior	PW Facility				$10,000	$10,000	$15,000	$15,000	$15,000
474002 VILLAGE PLAZA	13175150		***$7,000***	***$16,000***	$10,000	$0	$0	$0	$0
					$10,000				
Water & Sewer Capital Fund - 223			***$40,000***	***$22,025***	**$214,000**	**$90,000**	**$80,000**	**$15,000**	**$15,000**
% Change vs. Prior Year			***57.60%***	***-44.94%***	**871.62%**	**-57.94%**	**-11.11%**	**-81.25%**	**0.00%**
473003 BUILDING IMPROVEMENTS	22375500		***$40,000***	***$22,025***	$214,000	$90,000	$80,000	$15,000	$15,000
MEP	PW Facility				$5,000	$5,000	$5,000	$5,000	$0
Interior	PW Facility				$17,000	$0	$0	$0	$0
Exterior	PW Facility				$11,000	$5,000	$5,000	$5,000	$0
Grounds	PW Facility				$230,000	$5,000	$5,000	$5,000	$0

Buildings & Improvements Spending



This Page Left Blank Intentionally

GURNEE
COMMUNITY OF OPPORTUNITY

SECTION VIII – APPENDIX

This Page Left Blank Intentionally

Appendix A – Fixed Asset Policy

The Village of Gurnee

Fixed Asset Policy

Kristina M. Kovarik, Mayor
Andy Harris, Clerk

Jeanne Balmes
Greg Garner
Michael Jacobs
David Ohanian
Cheryl Ross
Hank Schwarz

Trustees

James Hayner
Village Administrator

Tina Smigielski
Finance Director

Adopted by the Village Board
June 4, 2007

STATEMENT OF PURPOSE

The purpose of this policy is to establish procedures governing the Fixed Asset Systems of the Village of Gurnee. The policy is meant to ensure compliance with various accounting and financial reporting standards including generally accepted accounting principles (GAAP), Governmental Accounting, Auditing and Financial Reporting (GAAFR), Governmental Accounting Standards Board (GASB), and applicable State and Federal capital asset regulatory and reporting requirements related to property. An accurate inventory provides for the valuation of assets for financial statements and insurance purposes. It also enhances the ability to safeguard fixed assets.

SCOPE

This policy provides for the inventory and capitalization of all Village owned or leased assets with a value equal to in excess of those listed on schedule-page 3 & 4 and having a useful life of more than one year. Those assets that meet the schedule –page 3 & 4, will be recorded and depreciated, if applicable, by the Director of Finance in the Fixed Asset System.

GENERAL POLICY

Responsibility for control of assets will rest with the department wherein the asset is located. When acquiring, transferring, or disposing of a Village owned asset, review the asset categories to determine if the asset is to be included in the Finance Department's Fixed Asset System and prepare the correct documentation to be returned to the Finance Department for the recording of the asset.

INVENTORY, VALUING, CAPITALIZING, AND DEPRECIATION

Inventoried Asset

All assets or groups of assets (such as furniture or tools) with a value greater than $1,000 and a useful life in excess of one year may be considered an inventoried asset. Each department is responsible for maintaining a listing of inventoried assets. Upon the acquisition or disposal of an asset in this category, the department acquiring or disposing of such asset may update their listing of inventoried assets. Some samples of inventoried assets are: computer software, tools, weed trimmers, computers, weapons and radios.

Fixed Assets

Valuing Fixed Assets

Fixed assets should be valued at cost or historical costs, plus those costs necessary to place the asset in its location (i.e. freight, installation charges.) In the absence of historical costs

information, a realistic estimate will be used. Donated assets will be recorded at the estimated current fair market value.

Capitalizing

When to Capitalize Assets:

Assets are capitalized at the time of acquisition. To be considered a capital asset for financial reporting purposes an item must be at or above the capitalization threshold (see schedule-page 3 & 4) and have a useful life of at least one year.

Assets not Capitalized:

Capital assets below the capitalization threshold (see schedule-page 3 & 4) on a unit basis but warranting "control" shall be inventoried at the department level and an appropriate list will be maintained.

Capital Assets should be capitalized if they meet the following criteria:

- Tangible
- Useful life of more than one year (benefit more than a single fiscal period)
- Cost exceeds designated threshold (see schedule-page 3 & 4)

Fixed assets include land & land improvements, building & building improvements, vehicles, machinery and equipment, and infrastructure. This type of asset should be charged to a Capital account in the Fund that paid for the asset.

Fixed Asset Categories:

Land & Land Improvements - Includes all land purchased or otherwise acquired by the Village. All costs incurred in preparing the land for its intended use should be included in the cost of the land. Land is not a depreciable asset.

Building and Building Improvements - Buildings are valued at the purchase price or cost of construction. The cost should include all charges applicable to the building, including broker's or architect's fees. Additions and improvements to buildings, as well as the cost of permanently attached fixtures, should be added to the building account if the cost enhances the buildings functionality or extends the asset's useful life.

Machinery and Equipment - The machinery and equipment account should consist of property that does not lose its identity when removed from its location and is not changed materially or expended in use. These assets are recorded at cost, including freight, installation and other charges incurred to place the asset in use. Assets included in this category are heavy equipment, traffic equipment, generators, office equipment, phone system, vehicles, and kitchen equipment

Infrastructure – Infrastructure assets are long-lived capital assets that are stationary in nature and normally can be preserved for a significant greater number of years than most capital assets.

Included in this category are roads, bridges, drainage systems, water and sewer systems. These assets are recorded at historical cost and include the costs necessary to place the asset in its location or condition. Additions and improvements will only be capitalized if the cost either enhances the asset's functionality or extends the asset's useful life.

Construction in Progress - This category is used for a building or other capital project that are incomplete at the end of a fiscal year. When the project is completed, the cumulative costs are transferred to an appropriate capital asset category.

RETIREMENT OF ASSETS

Assets are typically retired for three reasons: obsolescence, sale or trade, and theft or loss. In general, the Village's practice is to use an asset until it no longer is useful or serviceable. However, assets may be sold or traded-in when it is the best interest to do so. Property may not be traded-in or disposed of without prior approval of the department head and the Village Administrator.

Capital assets that are retired before the end of their useful life must be sold by competitive sale, negotiated sale or auction. Any other method of retirement of a capital asset shall be approved by the Village Board prior to disposal. The sale of non-capital assets valued at less than **designated threshold (see schedule-page 3 & 4),** *may be approved by the Village Administrator.*

MODIFICATIONS OF ASSETS

Modifications to an asset that prolong a fixed asset's economic life or expand its usefulness should also be recorded. Normal repairs that maintain the asset in present condition should be recorded as an expenditure/expense and not capitalized.

PHYSICAL INVENTORY OF ASSETS

A physical inventory, done by an outside appraisal company or the Village's property insurance carrier, of capital assets will be conducted every 7 years. The Village's accounting records will then be adjusted to reflect the current fixed asset inventory list. At the end of every fiscal year, the Finance Department will forward to each department head, a list of his/her department's inventoried and fixed assets listed in Fixed Asset System. It is the responsibility of the departments head to account for all the items on the transaction listing and prepare the necessary reports that have not previously been sent to the Finance Department at the time of acquisition or disposal.

VI. DEPRECIATION

Depreciation is used to reflect the economic loss in the value of an asset. Generally Accepted Accounting Principles (GAAP) requires that the method used to allocate the cost of a capital

asset over its estimated useful life be as equitable as possible to the periods during which services are obtained from the use of the asset.

In most cases, the straight line method of depreciation will be used for all assets

G:\Policies & Procedures\Fixed Asset Policy 2007.doc

VII. CAPITAL ASSET CATEGORIES AND USEFUL LIVES

Asset Type	Years	Capitalization Threshold
Land	N/A	$1
Land Improvements (Exhaustible)		
Parking Lots	20	$25,000
Fences	20	$25,000
Pedestrian Bridges	20	$25,000
Bike Paths	20	$25,000
Landscaping	30	$25,000
Buildings	50	$50,000
Building Improvements		
HVAC	20	$50,000
Re-Roofing	20	$50,000
Electrical & Plumbing	30	$50,000
Carpet Replacement	10	$50,000
Vehicles		
Police Squads	3	$25,000
General Vehicles	8	$25,000
Small Trucks	11	$25,000
Large Trucks	15	$25,000
Ambulances	15	$25,000
Ladder Truck	25	$25,000
Fire Engines, pumpers	15	$25,000
Machinery & Equipment		
Fire equipment (ladders, hoses)	10	$25,000
Police Communications Equipment	10	$25,000
Heavy equipment (public works)	30	$25,000
Computers	5	$25,000
Furniture & Fixtures		
Office Furniture	20	$25,000
Phone System	10	$25,000
Kitchen Equipment	10	$25,000
Infrastructure		
Roads/Streets	50	$250,000
Water & Sewer Systems		
Lift Stations	40	$250,000
Wells	40	$250,000
Pumping Stations	40	$250,000
Water towers	40	$250,000
Water/Sewer Mains	40	$250,000
Stormwater Drainage	40	$250,000