

## **Appendix B**

### **Personnel Worksheet**



**VILLAGE OF LONG GROVE  
CAPITAL IMPROVEMENT PLAN**

March 10, 2023

The Honorable Village President and Village Board of Trustees  
Village of Long Grove Staff  
Residents of the Village of Long Grove

### **Introduction**

The Village of Long Grove's 2023-2028 Capital Improvement Plan (CIP) is hereby presented for the period May 1, 2023, through April 30, 2028. The CIP is a long-term planning tool designed to provide the community with a view of the Village's infrastructure and capital improvements over the next five years, and to substantiate the Village's ongoing needs for stable revenue sources to fund these essential and significant capital projects. The document allows the Community, Village Board, Village Manager, and staff to discuss long-term capital planning goals and to begin to identify resources to achieve those goals. Long-term capital planning provides an opportunity to refocus and reprioritize established goals and objectives as new needs arise and prior to the development of the annual budget.

The goal of the CIP is to ensure that the Village's infrastructure and capital needs meet the community's service levels and expectations. Infrastructure impacts many aspects of our daily lives. Infrastructure encompasses roads, water, sidewalks, bridges, and public facilities. Investing in infrastructure is critical to the Village with respect to maintaining a high quality of life, supporting public health and safety, and for fostering economic growth, development, and redevelopment today and for future generations.

### **CIP Development Process**

The Village Manager's Office, Village Engineer, and the Village President's CIP Ad Hoc Committee coordinate the development of the CIP prior to the start of the annual budget process. Village staff members from all operational departments participate in the identification and development of projects for inclusion in the CIP. The CIP will be updated annually and approved as part of the budget process.

### **Project Ranking**

Projects included in the CIP are typically greater than \$10,000 and result in the acquisition or construction of a fixed asset which is highly visible to the community. While the focus of the CIP is infrastructure, other projects are included. Major repairs and maintenance for Village facilities, as well as projects to meet organizational needs to provide services to the community are also included. In general, projects are rated by following the prioritized rankings provided by staff members related to their specific areas. The CIP team review the project recommendations while considering if the project is required to meet federal or state legal mandates, there is a high risk or liability associated with the project, there are leveraged dollars available for a project, or the overall benefit of the project to the community.

### **Analyzing and Evaluating Current Infrastructure**

The Village has performed studies and developed plans over the years to analyze and evaluate the

Village's current infrastructure. These reports guide the development of the Village's infrastructure. projects included the CIP:

#### **Impact of the CIP on the Operating Budget**

The impact on the Village's operating budget is dependent on each type of project. For example, capital projects which involve the replacement of older equipment with new energy efficient equipment would result in lower energy costs, reduce higher maintenance costs, or expensive repair costs. Projects which add assets to the Village's current inventory will most likely result in additional ongoing expenses for routine operation, repair, and maintenance. The operating impact is carefully considered in deciding which projects are approved.

#### **Capital Improvement Funding**

Historically, the Village has strategically accumulated reserves to invest in critical infrastructure and capital improvements, to limit the need to issue debt. The Village funds the various capital projects through several accounting funds. For the Village's enterprise fund, Water Operation Fund, user rates have been structured to finance capital improvements as well as operating expenses. A variety of other funding sources, including transfers from operating funds, motor fuel taxes, grants, and developer contributions are used to finance the projects. The following are the accounting funds that support the capital projects:

##### **#01 General Fund**

The General Fund (#01) is the chief operating fund used to account for most of the current day-to-day operations of the Village. The fund pays for police services, public works programs such as street maintenance (non-HOA streets) and forestry, building and code enforcement, planning, zoning, engineering, community and economic development, legal services, finance, and general administration.

##### **#17 Motor Fuel Tax Fund**

The Motor Fuel Tax Fund provides funds for capital improvement of streets not falling under homeowner association control and maintenance. These streets include those repaved as part of the maintenance/resurfacing program that addresses all Village owned streets over a 15-year plan. The Fund is supported by monthly allotments from the Motor Fuel Tax Disbursement Fund.

##### **#30 Infrastructure Fund**

The Village of Long Grove uses revenues received from a variety of sources to fund capital infrastructure projects. It was determined by the Village President and Trustees (2012-O-12) that the creation of an Infrastructure Fund to receive revenues and expend funds solely for infrastructure projects would be a control that would best serve the interests of the Village and its' residents.

##### **#51 Water Operation Fund**

The Water Operation Fund is an enterprise fund, used to account for the operation, maintenance, and improvement of the Village's water delivery system which provides potable water for a portion of the Village's residents and businesses. These activities are entirely or predominately self-supported by user charges. The operations of this fund should be self-

sustaining and are accounted for in such a manner as to show profit and loss like comparable private enterprises.

**#60 Open Spaces Fund**

The Village of Long Grove has received and will continue to receive certain funds pursuant to Ordinance 77-O-8 and subsequent amendments to the Village Code. Establishing ordinance 77-O-8 provides in part, that the monies received by the Village pursuant to that Ordinance are for the purpose of acquiring, maintaining, and preserving open space within the Village of Long Grove and sound accounting practices indicate that a separate account for these funds would be best practice.

**#61 Downtown TIF Fund**

Used to account for tax increment financing (TIF) property tax revenues and expenditures in accordance with redevelopment plans approved for this TIF District.

**#62 Business District Fund**

The Business District Development and Redevelopment Law authorizes a municipality to impose a tax designed to fund the development or redevelopment of certain designated areas within a municipality. The municipality may impose this tax if it has a development or redevelopment plan for an area of the municipality that:

- is contiguous (i.e., the properties within the area border each other),
- includes only parcels of real property that will directly and substantially benefit from the proposed plan, and
- is blighted, as defined in the Illinois Municipal Code

**#63 Pathway Fund**

The Village of Long Grove has received and will continue to receive certain funds pursuant to Ordinance 2012-O-25. Establishing ordinance 2012-O-25 provides in part to receive revenues that are restricted for the use of the design, engineering, and construction of pedestrian/bike paths in the Village of Long Grove.

**#64 Southgate TIF Fund**

Used to account for tax increment financing (TIF) property tax revenues and expenditures in accordance with redevelopment plans approved for this TIF District.

**#65 ARPA Fund**

The American Rescue Plan Act of 2021 (ARPA) appropriated \$19.53 billion to States for distribution to tens of thousands of non-entitlement units of local government (NEUs). Cities, villages, and towns with populations of less than 50,000 were eligible for an ARPA NEU Allocation. The Village of Long Grove received \$537,834 in FY 21/22. The revenues were held in the Infrastructure Fund (#30). An equal revenue amount is expected for FY 22/23 which will be segregated in the newly created ARPA Fund (#65) with FY 21/22 revenues being transferred from Fund #30. Funds are designated for use on building and infrastructure rehabilitation and repair. All funds must be expended by the end of CY 2024.



**Capital Project Categories**

The format of the CIP is designed to report projects by Project Categories. The Project Categories are further defined later in the report.

Project Categories
Facilities and Land
Roads
Pathways
Water Distribution
Equipment
Tech/Comm (Technology and Communications)

Each project is further defined into 1 of the 4 Priority Levels (Project Types):

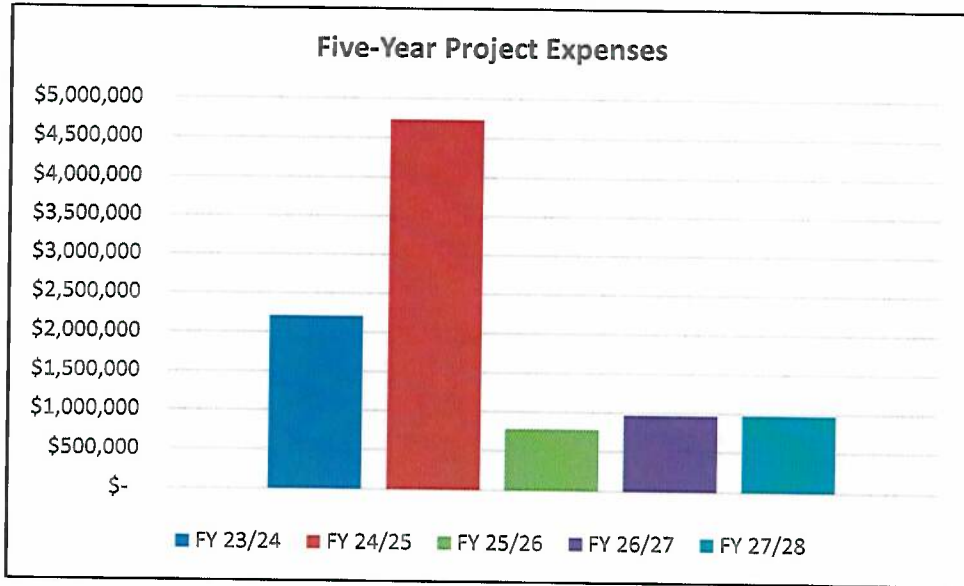
Priority Levels	
Obligated (OBLG)	The Village has entered into a contract or agreement to complete the project, or the project is obligated by State, Federal, or other environmental regulations.
Replacement / Maintenance (R/M)	This is part of an ongoing infrastructure or equipment maintenance program or scheduled replacement program
Essential (ESST)	Projects that, in staff’s opinion, are necessary to continue providing basic services, or are necessary to maintain the health, Safety, and welfare of the community.
Discretionary (DISC)	Projects that are needed or desired, but do not fall into any of the other three categories

**Capital Improvement Projects Overview**

The projects for the next five years include annual programs, one-time multi-year projects, carryover projects, and new projects. **Annual programs** are programs that the Village has typically funded on an annual basis, such as the Roads. **One-time multi-year projects** are projects or programs that cover a shorter time (typically less than 5 years) and will not continue on an annual basis, such as the Village Hall Expansion. **Carryover projects** are projects that have been previously identified but were not completed in a previous fiscal year due to lack of available funding, construction delays or other scheduling issues.

**Project Expenses**

Most projects are funded within our current revenue structure, available fund balance reserves, and grants. The total for projects to be completed equal \$10.2 million over the next five years. The total annual project expenses range from \$781K to \$4.73 million per year. The following chart shows totals by year for projects with a specific funding source.



The following table shows the total expenses by project category for projects to be completed. Road Improvements are the largest expense at \$4.6 million (or 45.3%) of total project expenses, followed by \$3.0 million (or 29.4%) for Pathways, and \$1.5 million (or 15.5%) for facilities and Land round out the three largest expense categories.

5-Year Project Expenses by Category

Category	Five-Year Total	% of Total
Facilities and Land	\$ 1,592,035	15.5%
Roads	\$ 4,649,433	45.3%
Pathways	\$ 3,018,527	29.4%
Water Distribution	\$ 875,000	8.5%
Equipment	\$ 37,000	0.4%
Tech/Comm	\$ 82,865	0.8%
<b>Total Project Expense</b>	<b>\$ 10,254,860</b>	<b>100.0%</b>

**FY 23/24 Project Expenses**

The total estimated cost for projects to be completed for FY 23/24 is \$2.2 million. The following table shows the total expenses by project category for FY 23/24 projects. Road Improvements are the largest expense at \$1.2 million (or 55.8%) of total FY 23/24 project expenses, followed by \$490K (or 22.2%) for Facilities and Land, and \$350K (or 15.9%) for Water Distribution.

**FY 23/24 Project Expenses by Category**

Category	FY 23/24 Projects	% of Total
Facilities and Land	\$ 560,071	25.4%
Roads	\$ 1,231,900	55.8%
Pathways	\$ 82,736	3.7%
Water Distribution	\$ 350,000	15.9%
Equipment	\$ 15,000	0.7%
Tech/Comm	\$ 37,456	1.7%
<b>Total Project Expense</b>	<b>\$ 2,207,163</b>	<b>100.0%</b>

Some of the note-worthy projects for FY 23/24 include:

- FY 23/24 Road Improvement Program. \$1.2 million for the annual program for road maintenance.
- Facilities and Land. \$460K for the year one of the Village Hall Expansion.
- Water Distribution. \$350K for the expansion of water distribution infrastructure to the northside of Aptakisic Road.

The remaining pages of the CIP provide: Schedules of Project Expenses and Funding Sources, as well as Project Request Forms and available support documentation. The Project Request Forms contain the project category, title, priority level budget years, description, justification, and timeline.



Category	Improvement	Expenditure	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	\$ Per Source	Funding Source	Level of Priority
Facilities and Land										
FL-2328-001	Construction/Expansion Village Hall	\$ 1,459,155	\$ 460,071	\$ 614,929	-	-	\$	1,075,000	ARPA Grant	OBLG
FL-2328-002	Robert Parker Coffin Bridge Plank Repairs	\$ -	\$ -	\$ 384,155	-	-	\$	384,155	TBD	R/M
FL-2328-003	Historic Downtown Restrooms	\$ 100,000	\$ 100,000	\$ -	-	-	\$	100,000	General Fund Transfer	R/M
		\$ 32,880	\$ -	\$ 32,880	-	-	\$	32,880	General Fund	DISC
	<b>Facilities and Land Total</b>	<b>\$ 1,592,035</b>	<b>\$ 560,071</b>	<b>\$ 1,031,964</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,592,035</b>		

Roads	Improvement	Expenditure	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	\$ Per Source	Funding Source	Level of Priority
RO-2328-001	HOA Road Improvement Partnership Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	General Fund	DISC
RO-2328-002	Creekside Drive (Indian Creek Road - Terminus)	\$ 272,200	\$ 272,200	\$ -	\$ -	\$ -	\$ -	272,200	Infra/MFT Funds	R/M
RO-2328-003	Arrowhead Road (Creekside Drive - Terminus)	\$ 62,300	\$ 62,300	\$ -	\$ -	\$ -	\$ -	62,300	Infra/MFT Funds	R/M
RO-2328-004	Tribal Court (Creekside Drive - Terminus)	\$ 50,800	\$ 50,800	\$ -	\$ -	\$ -	\$ -	50,800	Infra/MFT Funds	R/M
RO-2328-005	Long Grove Road (IL 53 - Brightview Landscaping)	\$ 22,400	\$ 22,400	\$ -	\$ -	\$ -	\$ -	22,400	Infra/MFT Funds	R/M
RO-2328-006	Robert Parker Coffin Rd (Archer Parking Lot - IL Rt. 83)	\$ 315,000	\$ 315,000	\$ -	\$ -	\$ -	\$ -	315,000	Infra/MFT Funds	R/M
RO-2328-007	Robert Parker Coffin Rd (IL Rt. 53 to Schaeffer)	\$ 144,400	\$ 144,400	\$ -	\$ -	\$ -	\$ -	144,400	Infra/MFT Funds	R/M
RO-2328-008	Archer Road (Old McHenry Rd to Robert Parker Coffin Rd)	\$ 54,500	\$ 54,500	\$ -	\$ -	\$ -	\$ -	54,500	Infra/MFT Funds	R/M
RO-2328-009	Three Lakes Drive (RPC Rd. - Terminus)	\$ 204,600	\$ 204,600	\$ -	\$ -	\$ -	\$ -	204,600	Infra/MFT Funds	R/M
RO-2328-010	Three Lakes Court (Three Lakes Drive - Terminus)	\$ 72,700	\$ 72,700	\$ -	\$ -	\$ -	\$ -	72,700	Infra/MFT Funds	R/M
RO-2328-011	Preventative Pavement Maintenance (Reclamite)	\$ 33,000	\$ 33,000	\$ -	\$ -	\$ -	\$ -	33,000	Infra/MFT Funds	R/M
	<i>Annual Inflation Compounded (4%)</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	TBD	R/M
	<i>Contingency (7%)</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	TBD	R/M
	<i>Soft Costs</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	TBD	R/M
RO-2328-012	Sumter Court (Sumter Drive - Terminus)	\$ 47,431	\$ -	\$ 47,431	\$ -	\$ -	\$ -	47,431	TBD	R/M
RO-2328-013	Sumter Drive (Schaeffer Road - Terminus)	\$ 246,151	\$ -	\$ 246,151	\$ -	\$ -	\$ -	246,151	TBD	R/M
RO-2328-014	Manassas Lane (Schaeffer Rd. West - Terminus)	\$ 106,539	\$ -	\$ 106,539	\$ -	\$ -	\$ -	106,539	TBD	R/M
RO-2328-015	Port Clinton Road (Forest Glen Drive - Terminus)	\$ 136,533	\$ -	\$ 136,533	\$ -	\$ -	\$ -	136,533	TBD	R/M
RO-2328-016	Preventative Pavement Maintenance (Reclamite)	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ -	50,000	TBD	R/M
	<i>Annual Inflation Compounded (4%)</i>	\$ 23,466	\$ -	\$ 23,466	\$ -	\$ -	\$ -	23,466	TBD	R/M
	<i>Contingency (7%)</i>	\$ 42,708	\$ -	\$ 42,708	\$ -	\$ -	\$ -	42,708	TBD	R/M
	<i>Soft Costs</i>	\$ 58,858	\$ -	\$ 58,858	\$ -	\$ -	\$ -	58,858	TBD	R/M
RO-2328-017	Hampton Drive (IL Rt. 22 - Port Clinton Road)	\$ 207,552	\$ -	\$ 207,552	\$ -	\$ -	\$ -	207,552	TBD	R/M
RO-2328-018	Tall Oaks Drive (IL Rt. 22 - Port Clinton Road)	\$ 363,175	\$ -	\$ 363,175	\$ -	\$ -	\$ -	363,175	TBD	R/M
RO-2328-019	Preventative Pavement Maintenance (Reclamite)	\$ 35,000	\$ -	\$ 35,000	\$ -	\$ -	\$ -	35,000	TBD	R/M
	<i>Annual Inflation Compounded (4%)</i>	\$ 49,427	\$ -	\$ 49,427	\$ -	\$ -	\$ -	49,427	TBD	R/M
	<i>Contingency (7%)</i>	\$ 45,861	\$ -	\$ 45,861	\$ -	\$ -	\$ -	45,861	TBD	R/M
	<i>Soft Costs</i>	\$ 65,334	\$ -	\$ 65,334	\$ -	\$ -	\$ -	65,334	TBD	R/M
RO-2328-020	Estate Lane (Indian Creek Road - Terminus)	\$ 129,863	\$ -	\$ 129,863	\$ -	\$ -	\$ -	129,863	TBD	R/M
RO-2328-021	Lakeridge Court (Lakeridge Drive - Terminus)	\$ 45,604	\$ -	\$ 45,604	\$ -	\$ -	\$ -	45,604	TBD	R/M
RO-2328-022	Lakeridge Drive (Indian Creek Road - Terminus)	\$ 453,316	\$ -	\$ 453,316	\$ -	\$ -	\$ -	453,316	TBD	R/M
RO-2328-023	Schaeffer Road (IL Rt. 53 - RPC Rd.)	\$ 70,088	\$ -	\$ 70,088	\$ -	\$ -	\$ -	70,088	TBD	R/M
RO-2328-024	Preventative Pavement Maintenance (Reclamite)	\$ 35,000	\$ -	\$ 35,000	\$ -	\$ -	\$ -	35,000	TBD	R/M
	<i>Annual Inflation Compounded (4%)</i>	\$ 91,634	\$ -	\$ 91,634	\$ -	\$ -	\$ -	91,634	TBD	R/M
	<i>Contingency (7%)</i>	\$ 57,785	\$ -	\$ 57,785	\$ -	\$ -	\$ -	57,785	TBD	R/M
	<i>Soft Costs</i>	\$ 82,871	\$ -	\$ 82,871	\$ -	\$ -	\$ -	82,871	TBD	R/M

Roads	Improvement	Expenditure	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	\$ Per Source	Funding Source	Level of Priority
RO-2328-025	Checker Road (Old Hicks Road - Schaeffer Road)	\$ 520,843	\$ -	\$ -	\$ -	\$ -	\$ 520,843	\$	TBD	R/M
RO-2328-026	Checker Road (Schaeffer Road - 18376 Checker Road)	\$ 157,227	\$ -	\$ -	\$ -	\$ -	\$ 157,227	\$	TBD	R/M
RO-2328-027	Preventative Pavement Maintenance (Reclamite)	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$	TBD	R/M
	Annual Inflation Compounded (4%)	\$ 121,121	\$ -	\$ -	\$ -	\$ -	\$ 121,121	\$	TBD	R/M
	Contingency (7%)	\$ 58,393	\$ -	\$ -	\$ -	\$ -	\$ 58,393	\$	TBD	R/M
	Soft Costs	\$ 80,751	\$ -	\$ -	\$ -	\$ -	\$ 80,751	\$	TBD	R/M
<b>Roads Total</b>		<b>\$ 4,649,433</b>	<b>\$ 1,231,900</b>	<b>\$ 711,687</b>	<b>\$ 766,349</b>	<b>\$ 966,162</b>	<b>\$ 973,335</b>	<b>\$</b>	<b>4,649,433</b>	

Pathways	Improvement	Expenditure	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	\$ Per Source	Funding Source	Level of Priority
PA-2328-001	Pathway Plan	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$	General Fund Transfer to Pathway Fund	DISC
PA-2328-002	Old McHenry Road (Robert Parker Coffin to IL RT. 22)	\$ 2,900,000	\$ -	\$ 2,320,000	\$ -	\$ -	\$ -	\$	ITEP	DISC
PA-2328-003	Aptakisic Road (IL RT. 83 to )	\$ 62,736	\$ 62,736	\$ -	\$ -	\$ -	\$ -	\$	TBD	OBLG
PA-2328-004	Arlington Heights Road (Checker Road to)	\$ 35,791	\$ -	\$ 35,791	\$ -	\$ -	\$ -	\$	TBD	OBLG
<b>Pathways Total</b>		<b>\$ 3,018,527</b>	<b>\$ 82,736</b>	<b>\$ 2,935,791</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$</b>	<b>3,018,527</b>	

Water Distribution	Improvement	Expenditure	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	\$ Per Source	Funding Source	Level of Priority
WD-2328-001	Radium Mitigation Equipment	\$ 400,000	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$	Debt Service General Fund Transfer to Water Distribution Fund	OBLG
WD-2328-002	Water Extension to Aptakisic Road	\$ 350,000	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$	350,000	DISC
WD-2328-003	Water Distribution Plant Expansion	\$ 125,000	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$	125,000	OBLG
<b>Water Distribution Total</b>		<b>\$ 875,000</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ 525,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$</b>	<b>875,000</b>	

Equipment	Improvement	Expenditure	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	\$ Per Source	Funding Source	Level of Priority
EQ-2328-001	Electric Vehicle Charging Stations Equipment Total	\$ 37,000	\$ 15,000	\$ 22,000	\$ -	\$ -	\$ -	\$	TBD Grant Fund.	DISC
		\$ 37,000	\$ 15,000	\$ 22,000	\$ -	\$ -	\$ -	\$	37,000	

Tech/Comm	Improvement	Expenditure	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	\$ Per Source	Funding Source	Level of Priority
TC-2328-001	Server Replacement	\$ 17,456	\$ 17,456	\$ -	\$ -	\$ -	\$ -	\$	General Fund	R/M
TC-2328-002	Computer Equipment for Elected Officials	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$	General Fund	DISC
TC-2328-003	Enterprise Resource Planning	\$ 45,409	\$ -	\$ 30,275	\$ 15,134	\$ -	\$ -	\$	General Fund	ESST
<b>Tech/Comm Total</b>		<b>\$ 82,865</b>	<b>\$ 37,456</b>	<b>\$ 30,275</b>	<b>\$ 15,134</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$</b>	<b>82,865</b>	

All Categories	All Totals	Expenditure	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	\$ Per Source	TOTAL
		\$ 10,254,860	\$ 2,277,163	\$ 4,731,717	\$ 1,306,483	\$ 966,162	\$ 973,335	\$	10,254,860

Priority Level \$ by Year	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	TOTAL
OBLG	\$ 522,807	\$ 1,034,875	\$ 525,000	\$ -	\$ -	\$ 2,082,682.00
R/M	\$ 1,349,356	\$ 711,687	\$ 766,349	\$ 966,162	\$ 973,335	\$ 4,766,889.00
ESST	\$ -	\$ 30,275	\$ 15,134	\$ -	\$ -	\$ 6,849,571.00
DISC	\$ 405,000	\$ 2,954,880	\$ -	\$ -	\$ -	\$ 3,359,880.00
<b>TOTAL</b>	<b>\$ 2,277,163</b>	<b>\$ 4,731,717</b>	<b>\$ 1,306,483</b>	<b>\$ 966,162</b>	<b>\$ 973,335</b>	<b>\$ 10,254,860.00</b>

**Priority Levels**

**Obligated (OBLG)** – the Village has entered into a contract or agreement to complete the project or the project is obligated by State, Federal, or other environmental regulations.

**Replacement/Maintenance (R/M)** – this is part of an ongoing infrastructure or equipment maintenance program or scheduled replacement program.

**Essential (ESST)** – projects that, in staff's opinion, are necessary to continue providing basic services, or are necessary to maintain the health, safety, and welfare of the community.

**Discretionary (DISC)** – projects that are needed or desired, but do not fall into any of the other three categories.