

**CITY OF WAUKESHA****Administration**

201 Delafield Street, Waukesha, WI 53188  
Tel: 262.524.3701 fax: 262.524.3899  
www.waukesha-wi.gov

<b>Common Council Item Number:</b> <b>18-1112</b>	<b>Date:</b> <b>7/31/2018</b>
<b>Submitted By:</b> Ron Grall, Director of Parks, Recreation & Forestry Melissa Philipps, Parks & Forestry Operations Manager	<b>City Administrator Approval:</b> Kevin Lahner, City Administrator KL
<b>Finance Department Review:</b> Rich Abbott, Finance Director RA	<b>City Attorney's Office Review:</b> Brian Running, City Attorney BR
<b>Subject:</b> Review and act on a 2018 CIP budget adjustment for the repairs/replacement of the Aviation Administrative and Service Center roof, gutters, and downspouts.	

**Details:** The Aviation Administrative & Service Center had its two boilers replaced in 2018. Bids for the boiler replacement came in much lower than originally expected, causing a savings of about \$21,382. The 5-year CIP in 2019 calls for repairs to the roof, and the addition of gutters and downspouts to the Aviation building. Due to the cost savings, we are proposing using existing funds in the Aviation Improvements account to cover the cost of the roof repairs, gutters, and downspouts this year, and eliminate it from the borrow for 2019. The roof is leaking in several areas, and the addition of gutters and downspouts will stop damage to the foundation caused by the rainwater. Waukesha Parks, Recreation & Forestry (WPRF) staff worked with the City Administrator Kevin Lahner and Finance Director Rich Abbott to make this amendment and thus decrease the CIP borrow amount for 2019.

**Options & Alternatives:**  
WPRF staff reviewed options & alternatives with both Rich Abbott and Kevin Lahner, and both agreed making the needed repairs this year would save money as costs will go up next year, and keep borrowing down for next year. Using existing funds within the 2018 CIP Fund 420 Aviation Improvements was determined to be the best option.

**Financial Remarks:**  
The requested 2018 CIP budget adjustment is as follows:  
Total \$23,130 for roof repairs, gutters and downspouts.  
Use the balance of Municipal Improvement Fund 420 Aviation Improvements 5552.68220 from the HVAC portion, \$21,382.76, and the additional \$1,747.24 would also come from the Aviation Improvements Fund, decreasing the Office Improvements portion by that amount in the 2018 CIP budget.

**Executive Action:**  
Recommend approval by Common Council of the 2018 CIP Budget Adjustment request.

**Committee Recommendation:**  
Approval of the Finance Committee, with recommendation for approval to the Common Council.

