

**Vermont Land Use Planning Implementation Manual
Topic Paper Information and Resources**

4. Capital Improvement Program (6 pages)

How to develop and adopt a capital budget and program, that helps municipalities manage the cost of public facilities and necessary improvements through the municipal planning process.

Principal Authors: Sharon Murray, AICP, Burnt Rock Inc., Associates in Community Planning and Michael Munson, Ph.D., FAICP

Examples:

- Randolph Capital Plan and Budget Committee – <http://randolphvt.com/town/capital-plan.shtml>.
- Williston Budget Information Page - <http://town.williston.vt.us/mgr/budget.htm>

Resources:

Illustrative Capital Budget and Program:

ILLUSTRATIVE CAPITAL BUDGET AND PROGRAM													
DEPARTMENT OR SERVICE Project Name and Description	Project Priority Rank	Total Town Cost	Current Year	Fiscal year 0000-00	Fiscal year 0000-00	Fiscal year 0000-00	Fiscal year 0000-00	Fiscal year 0000-00	Fiscal year 0000-00	Future Years	New Operating Expenses	Source of Funding	
A. HIGHWAY DEPARTMENT													
1. Replace Dump Trucks	1	\$150,000	75,000				75,000				none	Annual appropriation	
2. Replace Grader	1	\$135,000				135,000					none	Annual appropriation	
Department Total		\$285,000	75,000	0	0	135,000	75,000	0	0				
B. RECREATION													
1. New Community Park	2	\$175,000			175,000			15,000	25,000	25,000	8,000	Yes yes	Annual appropriation Annual appropriation
2. Recreation Path (town share)	2	\$73,000						15,000	25,000	25,000			Annual appropriation
Department Total		\$248,000	0	0	175,000	0	15,000	25,000	25,000				
C. GENERAL GOVERNMENT													
1. Town Office Addition	1	\$1,525,000		50,000	100,000	97,500	95,000	92,500	90,000	1,050,000	Yes	Bond, \$1,000,000, 20 yrs, 5%	
2. Parking Lot Upgrade	2	\$35,000		25,000	35,000						None	Annual appropriation	
3. Network computer system	2	\$25,000									None	Annual appropriation	
Department Total		\$1,585,000	0	75,000	135,000	97,500	95,000	92,500	90,000	1,050,000			
D. CURRENT DEBT OBLIGATIONS													
			67,500	65,000	62,500	60,000	57,500	55,000	52,500	0			
TOWN TOTALS		Bond	\$142,500	\$140,000	\$372,500	\$292,500	\$242,500	\$172,500	\$167,500	\$1,050,000			