

MEMO

DATE: June 18, 2021

TO: Planning Commission Members

FROM: Patrick R. Zenner, Development Services Manager

Re: FY 2022 Capital Improvement Plan (CIP) Review

The City's Finance Department has requested that the Planning Commission review the proposed FY 22 CIP. The CIP is a critical element of the city-wide budget and the Commission's review is an assigned responsibility of Unified Development Code. Commission comments are requested to be provided to City Council no later than the August 2. As such, this topic will be the focus of the Commission's July 8 work session and likely will be carried forward for final comments to the July 22 work session.

Review of the CIP is an annual task that has historically focused on looking at proposed infrastructure (roadway and storm and sanitary sewer) and parks projects that fall into the 3-5 year and 6-10 year categories of the plan. As part of its review, the Commission has relied on the Public Works, Utilities, and Park & Recreation Departments to highlight particular projects of special significance. This historic pattern of review and receiving information is not recommended to be changed with the review of the FY22 CIP.

As you review the CIP it is recommended that you consider how the proposed projects are placed within the priority categories. It may be that certain projects, given current development demands or issues you may be aware of, should be modified. Part of the Commission's role in reviewing the CIP is to point out these possible mis-matches. Additionally, your review of the CIP should include consideration of potential projects that may have not been considered for inclusion that would address an existing or possible future need.

As introduced last year, reviewing the CIP can occur via the interactive web-based "dashboard" at the link below. As of preparing this correspondence, the written Draft FY 2022 CIP was not available. The web-based "dashboard" version of the CIP allows Commissioners to select particular service lines captured in the CIP and perform filtered searches for information about those projects. The program contains real-time financial information about the specific projects. The "dashboard" can be accessed at the following link:

<https://www.como.gov/cip-dashboard/>

Staff will coordinate with representatives from the Public Works, Utilities, and Park & Recreation Departments to secure a representative from each to provide a presentation at your July 8 work session. Final Commission discussion with recommendations are tentatively scheduled for the July 22 work session to ensure the Commission's review is completed in advance of the Finance Department's comment deadline of July 28.

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