

City Council Work Session February 9, 2016

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PROPOSED CIP PROJECT SELECTION PROCESS

CIP Framework

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1. Identify Projects for Capital Program
- 2. Evaluate and Prioritize Capital Projects**
- 3. Evaluate Funding Options**
- 4. Program Funding between Prioritized Capital Projects**
5. Adopt Capital Improvement Budget

Current



Single Score for each project

- a. Projects Rated by Staff (recommendation)
- b. Projects Rated by Council members individually
- c. Council Ratings averaged
- d. Detailed Estimates done after projects are rated

Estimated Costs

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- **Detailed project estimates require significant time**

Estimates are perishable, they must be re-evaluated each budget cycle to stay accurate.

- **When evaluating and prioritizing projects**

Past detailed estimates will be included with project info

Likely project cost will be included if there is no past detailed estimate

- **Estimates will be confirmed prior to funding**

Costs may change after projects are evaluated

Project Selection

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Step 2. Evaluate and Prioritize Capital Projects



Multiple Categories for scoring projects

(As presented to Facilities Committee December, 2015)

- a. Projects initially scored by Staff
- b. Suggested Weighting factor distribution by Staff
- c. Council Reviews/Adjusts/Finalizes project scores as a group
- d. Council sets Weighting factor distribution
- e. Projects costs confirmed after scoring

Multiple Categories for Scoring Projects

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Goal: Select the projects that have the most benefit for the community

5 Categories based on Council Goals

1. Fiscal Impact: Net Cost (Council Goal A)
2. Economic Development Impact (Council Goal B)
3. Liability, Risk, Public Health, and Safety (Council Goal A &C)
4. Protection of Existing Facilities and Lifespan (Council Goal D)
5. Quality of life (Council Goal E)

3 Categories to account for other factors

1. Population Served
2. External or Internal Mandate
3. One Time Funding Leverage

Weighting Factor

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Description	Weight	Notes
Critically Important	25	2 categories
Very Important	10	4 categories
Important	5	2 categories



Example of Category Weights

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Category	Weight
Fiscal Impact: Net Cost	25
Economic Development Impact	10
Liability, Risk, Public Health, and Safety	5
Protection of Existing Facilities and Lifespan	5
Quality of Life	10
Population Served	25
External or Internal Mandate	10
One time Funding Leverage	10

Example of Project Scores and Weight Factor

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Project Name	Fiscal Impact: Net Cost	Economic Development Impact	Liability, Risk, Public Health, and Safety	Protection of Existing Facilities and Lifespan	Quality of Life	Population Served	External or Internal Mandate	One time Funding Leverage	Weighted Score
Annual Street Sealing 16-17	2	0	0	3	1	3	0	0	150
Main Library - Furniture Replacement	2	0	0	2	3	3	0	0	165
EV charging sta. at city parking lots	1	1	0	0	0	1	0	1	105
West Juana Pedestrian Lights	1	2	1	0	2	1	2	0	95
East 14th St Underground Utility Phase 2.2	1	1	0	0	1	2	2	2	135
Begier Court Storm Drain	1	0	2	0	0	0	0	0	35
E14th Pedestrian Imp 136th-S City Limit	0	3	1	0	2	2	2	0	125

Proposed CIP Framework Recap

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1. *Identify Projects for Capital Program*
2. **Evaluate and Prioritize Capital Projects**
 - a. Projects initially scored by Staff
 - b. Suggested Weighting factor distribution by Staff
 - c. Council Reviews/Adjusts/Finalizes project scores as a group
 - d. Council sets Weighting factor distribution
 - e. Projects costs confirmed after scoring
3. **Evaluate Funding Options**
4. **Program Funding between Prioritized Capital Projects**
5. *Adopt 6 year Capital Program and Capital Improvement Budget*

Project Funding

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Staff evaluates available funding

- 3. Applies restricted funds first
- 4a. Recommends funding highest scoring projects first

Council work session to review proposal

Project scores previously agreed upon

- 4b. Forum for discussion of funding projects out of order, if warranted

Proposed CIP Framework Recap

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Summary

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Comments and Questions on Proposed CIP Framework?

Next Steps:

- **Update on Identifying Projects for the CIP**
- **Addition of 6 Year Capital Program**
- **Council approval of total updated CIP Process**