

CIP Proviso – Initial Report

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Purpose

- Discuss the status of the CIP Proviso response and Initial Report
- Provide an overview of the development of the Capital Investment Program
 - Capital Investment Strategy
 - 6-Year Plan Development
 - Project Funding and Budget
- Next steps
 - Study Session – 2021-2022 Capital Investment Program Update
 - Study Session – Capital Project Delivery and Final Report



Initial Report Contents

CIP Proviso

Initial Report – March 23, 2021

- Summary description of the progress through March 1, 2021
- Status, evaluations and expected recommendations from work completed in 2020
- Changes and anticipated improvements to the CIP budgeting and monitoring process
- Outline and schedule of how changes will be implemented

CIP Process Context

The Proviso requirements are components of the Capital Delivery Process.

Presentation provides additional context to support review of the Initial Report:

- Project selection
- Capital Investment Strategy
- Project Funding
- CIP Budget Development

Project Selection

- **Comprehensive and System Plans**
 - City Goals
 - Outreach
 - Council Approved
- **Potential Projects Identified (Functional Areas)**
 - Function priorities
 - Business Case
 - Director Approved

Portfolio Management Team

Functional Area Representatives

- Transportation Planning & Engineering
- Traffic Operations
- Environmental Sustainability
- Parks
- Facilities
- Planning
- Water
- Wastewater
- Stormwater
- Police
- Fire

Resource Staff

- Construction
- Maintenance
- Real Property
- Finance
- TIS

**CIP
Governance
Committee**

Comprehensive Plan - Adopts Vision for the City



Functional & Strategic Plans - Define How Vision will be Implemented



Community Strategic Plan



Financing

Capital Investment Program

City Operating Programs

Regulations

Redmond Municipal Code

Redmond Zoning Code

CIS Process Overview

- Integrate Lessons Learned
- Confirm Thematic Strategies
- Identify candidate projects and investments
- Prioritize based on evaluation criteria
 - Urgency
 - Importance
- Deliver to Construction and Finance
 - Sequence
 - Staff
 - Fund
- Present recommendation to CIP Governance Committee
- Propose the 6-year CIP to Council in Preliminary Budget

CIS Thematic Strategies


1. Infrastructure preservation and replacement
2. Invest and upgrade facilities and infrastructure to improve reliability and resiliency
3. Invest in the extension and integration of light rail, as well as other projects that leverage light rail investments.
4. Continue investing in Overlake
5. Maintain Downtown as a vibrant center
6. Neighborhood investments (including Marymoor Village)
7. Continue to invest in preservation, restoration and enhancement of natural areas.
8. Continue investments in key opportunity projects that support economic and community vitality.

CIS Community Outreach and Engagement

- Comprehensive Planning Process
- Functional Plans Update Process
- Planning Commission
- Arts & Culture Commission
- Parks & Trails Commission
- Ped-Bike Advisory Committee
- OneRedmond
- Business Fee & Tax Advisory Committee
- Budget Process
- Civic Results Team
- Project and Program Specific
- Annual Community Survey
- Regional Partners

Recommendations (Preliminary)

- Evaluate and Update Criteria
- Enhanced Data Management (Project Management Software)
- Performance Metrics and Council Reporting
- Refine business case
 - Improved Justification
 - Project specific performance measures



CIP Business Case Standard Form

Project Name _____

Functional Manager _____ Title _____ Ext. _____

Functional Lead _____ Title _____ Ext. _____

Department _____

Functional Area(s) _____

Location (enter address or coordinates, if multiple locations, attach list)

Geographic Area _____

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type _____

Description (1 or 2 sentences)

Project Scope (list of what's included)

Project Management Construction Division Functional Area Other

Is Real Property support needed? Yes No

IS TIS support needed? Yes No

What other Functional Areas could be impacted by this project? (check all that apply) _____ None

____ Facilities ____ Fire ____ Parks ____ Planning ____ Police

____ Stormwater ____ Transportation ____ Wastewater ____ Water

Form Rev. 2018-12-08 1 Project Ref # _____
(to be filled in by Construction)

Develop Recommended Capital Investment Program

- Process Managed by Public Works
- Includes:
 - Review all business cases
 - Schedules and costs estimating
 - Priorities
 - Capacity
 - Cash flow
 - Funding

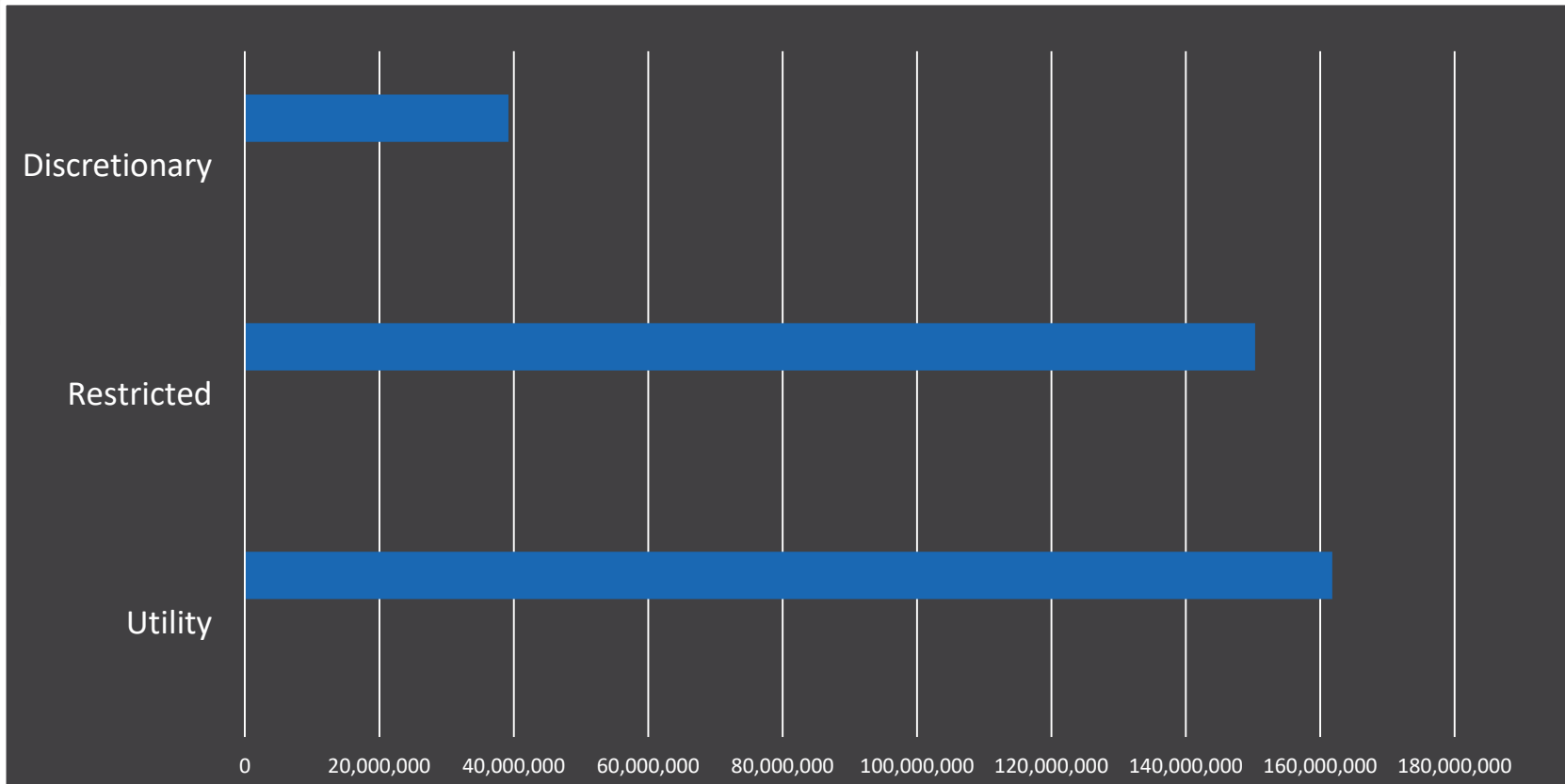


Funding Capital Projects

- Funding Sources
 - Utilities
 - Discretionary
 - Restricted
 - Existing Allocations
- Tools and Resources
 - Revenue Forecast
 - Fiscal Policies
 - CIS Prioritization
 - Functional Areas/Construction Division
 - Portfolio Management Team
 - CIP Governance Committee



Revenue Forecast



Revenue Examples

Discretionary

- General Fund Transfer
- Miscellaneous

Restricted

- Business Tax
- Impact Fees
- Real Estate Excise Tax (REET)
- Gas Tax
- Grants and Partnerships

Utility

- Connection Fees
- Capital Facility Charges
- Depreciation
- Grants and Partnerships

Budget and Accounting

- 6-Year Plan
 - Budget for biennium
 - Funding allocations in future years
 - Fund level budget appropriation
- Fund Types and Uses
 - General Government
 - General Government (Facilities, Fire, Police)
 - Parks
 - Transportation
 - Capital or Major Maintenance
 - Utilities
 - Water (City, Novelty Hill)
 - Wastewater (City, Novelty Hill)
 - Stormwater
 - Capital
- Policies

Budget Document

- GFOA Requirements
- Current Material
 - Location approach (Downtown, Overlake, Citywide, Neighborhoods)
 - Estimated financial impacts on maintenance and operations
 - Addendums
 - Maps
- Proposed Material
 - Functional Area approach (Parks, Transportation, Utilities)
 - Estimated financial impacts on maintenance and operations
 - Project One-Pagers
 - Maps

Recommendations

- **Develop Project One-Pager**
 - Scope
 - Schedule
 - Budget
 - Goals
 - Performance Measures
 - Funding by year
 - Funding sources
 - Changes from last budget
 - Location

- **State Auditor's Office**

Next Steps

- Study Session – 2021-2026 Capital Investment Program Update
 - Status of current projects
 - Project changes and updates
- Study Session – Capital Project Delivery and Final Report
 - Implementation
 - Management
 - Reporting
 - Appropriations

Thank you

Any Questions?



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