

Subject: CIP CAC Special Session

Date: July 15, 2015 – 6-7:30 p.m.

1. Call to Order (6 p.m.)
2. Co-chairs Report (6-6:05 p.m.)
3. Input: Capital Improvement Program/Project Criteria (6:05-7:25 p.m.)
 - a. Review of CIP Project Criteria
 - i. Do you agree/disagree with the list of criteria and definitions?
 1. Public input: utilize 2013 QCI List; distribute to CIP CAC for recommendations; prioritize in plan document
 2. Benefit to community-immediate and future
 3. Population, business impacts
 4. Alternative #2 seems like an extra effort
 5. Funding: mash-up/combine
 6. Cost of project-order of magnitude
 7. Prior city council commitment: we have council changes every two years; concrete measurement
 - ii. Do you have additions/deletions?
 1. Geographically diverse should be deleted: downplay north versus south; we are one city
 2. Geographically diverse should be included
 3. Define geographically diverse more clearly; replace with population impacted and business impacted
 4. Add operational ROI/payback period
 5. Add regulatory mandate (Yes/no; ex. EPA requirements)

MINUTES CONTINUED

6. Add window of opportunity

iii. Do you agree/disagree with the weight assigned to each criterion?

1. City council goal alignment

a. Med/High 20

2. Priority in plan documents

a. Med 20

3. 2K eligible

a. Low/Med 5-10

4. Economic development ROI (define: primary=employment;
secondary = retail/restaurant)

a. Med/High 15/20

5. Deferred maintenance (include obsolete)

a. Low/Med/High 10-15

6. Combine grant funding and funding source (0, 2, 3 or Y/N, points
for grants)

a. Low 5-10

7. Geographically diverse-Replace with impacted populations and
businesses

a. Low/Med 5-10 or 5/15

b. Business impacts-use number of employees?

8. Benefit to community-addresses geographic diversity; how do we
measure? Short-term versus long-term weighting?

a. Yes/No

9. Public input-already prioritized certain projects in 2013 QCI; most
master plans have public input as well



MINUTES CONTINUED

- a. Yes/No
- 10. Operational ROI/Payback Period
 - a. Low/Med/High
- 11. Regulatory Mandate
 - a. High
- 12. Window of Opportunity
 - a. Low/Med
- 4. Next Steps (7:25-7:30 p.m.)
 - a. July 16-31: Staff will revise CIP criteria and project list based on input from CIP CAC
 - b. Aug. 10: Five-year CIP review with city council and initial decisions on 2016 projects
 - c. Aug. 19: Show CIP CAC outcome at CIP CAC meeting
 - d. Aug. 24: City council budget retreat/Final review of five-year CIP
 - e. Q4: Adoption of five-year CIP as part of 2016 budget approval
- 5. Adjourn

