

Memorandum

To: Planning Commission
From: Judy Fani, Senior Planner 425-556-2406
Date: November 4, 2015
Subject: Update to the Capital Investment Strategy

BRIEFING PURPOSE:

The purpose of this briefing is to update the Planning Commission regarding work underway to update the Capital Investment Strategy in preparation for the 2017-18 budget process, including the 2017-2022 Capital Improvement Program. This briefing is informational; no amendments to the Comprehensive Plan are proposed or anticipated at this time.

BACKGROUND:

In July 2015 a multi-disciplinary staff team began work to update the Capital Investment Strategy (CIS). The first CIS was completed in 2011 and spanned 18 years of planned capital investments, primarily identified in adopted functional plans such as for parks and recreation, transportation and utilities. This was followed by a progress report in 2014.

The CIS provides guidance for how to prioritize capital investments across functional areas to implement Redmond's vision as described in the Comprehensive Plan. Several benefits are derived from periodic updates aside from the practical matter of ensuring that the CIS stays relevant and continues to prove its worth as an interface for planning, budgeting, investment and strategic action.

Comprehensive Plan policies CF-7 and CF-8 provide the policy guidance for the CIS and are attached. In summary, the CIS

- Identifies strategic goals and actions related to infrastructure investments needed to carry out Redmond's vision,
- Summarizes planned capital facility improvements, sequencing, costs and anticipated revenue through 2030, and
- Monitors progress on delivering the CIS work products

PHASE I: DEVELOPING A CIP RECOMMENDATION

The CIS core team includes City functional area managers and financial analysts who meet regularly. The team developed a CIS Update Charter to clearly define the purpose, desired outcomes, scope of work, schedule, and product content for the update.

For this particular update, capital project and program investments are organized into two periods:

- 2017 – 2022: 6 year Capital Improvement Program or CIP
- 2023 – 2030: mid- to long-term period

The CIS is an important planning tool that informs development of the recommended CIP for the biennium budget. In preparation for the 2017- 2018 budget, the CIS core team is developing a recommended CIP list of projects and programs. This effort is guided by five Thematic Strategies that express the desired outcomes for the 6 year CIP period. In addition the team composed a list of Guiding Principles to describe sound practices to guide the City's work in accomplishing the desired CIP outcomes. The next phase of work is to begin to identify candidate capital investments for the upcoming CIP. Following that, the team will apply criteria developed for use across all functional areas to score and develop a recommendation to be provided in early 2016 to the CIP Governance Committee.

PHASE II – DEVELOPING A MID- TO LONG TERM CIS RECOMMENDATION

Once the 6 year CIP recommendation is provided to the Directors Team the CIS team will move on to Phase II of the update, which includes updating the list of capital investments that will likely be planned for 2023 thru 2030. Staff anticipates that one of the initial steps will be to evaluate the CIP Thematic Strategies to determine which adjustments may be needed to express desired outcomes for the 2023 to 2030. Staff expects this work to be completed later in 2016.

Staff encourages Commissioners to read the attached Thematic Strategies, Guiding Principles and the Alignment Matrix which shows how the criteria used to score projects are aligned with the City's six BP priorities and the five CIP Thematic Strategies, before the next meeting.

Please contact Judy Fani (jfani@redmond.gov, 425-556-2406) with comments or questions.

Attachments: Comprehensive Plan policies CF-7 and CF-8
Thematic Strategies & Guiding Principles