

# UNDERSTANDING THE CIP

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## Capital Improvement Program (CIP)

The City’s Capital Improvement Program (CIP) outlines the planned investments in the City’s long term assets. In addition to providing a multi-year spending plan, the CIP also identified planned funding sources to support these investments over the entire ten-year planning window. The adoption of the 10-year CIP is neither a firm commitment to a particular project nor a limitation to a particular cost. As a basic tool for prioritizing and scheduling anticipated capital projects and capital financing, the CIP is a key element in planning and managing future debt service requirements.

The CIP consists of two parts: the one-year Capital Budget (Year 1 of the CIP), and the capital investment plan (Years 2-10). Only the first year of the CIP represents a funding commitment for the project to proceed to the next stage, or to be implemented depending on the level of funding provided.

## Understanding CIP Sections and Capital Project Detail Sheets

The CIP is organized into sections, which are portfolios of similarly-themed/-type of projects:

CIP Section	Description
Recreation and Parks	Maintenance and improvement of the City’s parks, recreation centers, various ball fields and courts, and other public/open space amenities.
Public Buildings	Maintenance and improvement of the City’s public buildings and facilities, including public safety facilities.
Transportation and Transit	Maintenance and improvement of the City’s transportation networks and related amenities. This section includes subsections on Public Transit, High-Capacity Transit Corridors, Non-Motorized Transportation, Streets & Bridges, and Smart Mobility.
Sanitary Sewers	Maintenance and improvement of City’s Sanitary Sewer capital assets and systems. These investments are predominantly funded by the Sanitary Sewer Maintenance Fee.
Stormwater Management	Maintenance and improvement of the City’s Stormwater Management systems and flooding mitigation-related projects. These investments are predominantly funded by the Stormwater Utility Fee and fee-backed GO Bonds.
Other Regional Contributions	Contributions to the capital programs for regional partnerships.
Information Technology Plan	The City’s CIP includes a 10-year funding plan for Information Technology investments, focusing on multi-year investments. With very rare exceptions, these projects are all cash funded.
Community Development	Includes long term investments/capital investments that do not fall into the categories of investment above.

### CIP Section Summary Table

In each CIP Section of this document, there is a summary table that provides the total planned spending, by year, contemplated for each project during the 10-year planning window covered by the CIP. This spending plan is inclusive of all identified funding sources for the capital project.

This table will also include a column for funding already appropriated for each project, in previously approved Capital Budgets (column is labeled “Prior Appropriations”).

**Significant Project Changes Table**

Additionally, the beginning of each CIP Section includes a summary table of projects within that section that experienced significant changes to the funding amounts since the previously Approved CIP. The table compares the FY 2024 – FY 2032 total expenditures planned in the previous year’s CIP with this CIP. The chart lists by project what the 10-year total expenditure plan in this CIP is, and then the dollar and percentage change that project underwent since the prior CIP, through FY 2032. Example of this summary table, from the Parks & Recreations section:

CIP Subsection	CIP Doc Title	TOTAL	Amount	Percentage
		FY 2024 - 2033	Changed Since FY23 Approved CIP*	Changed Since FY23 Approved CIP
High Capacity Transit Corridors	Local Match to DRPT Regional Envision Route 7 BRT PlanningStudy	100,000	100,000	100%
Non-Motorized Transportation	Complete Streets	10,593,200	1,129,700	14%
Streets and Bridges	Landmark Mall 395 Ramp Improvements	10,000,000	1,157,800	13%

**Capital Project Detail Sheets**

The detail sheets contained in the project sections of the Capital Improvement Program (CIP) document provide a variety of information about the City’s CIP projects. The display of the financial (budget) details is provided through individual “Sources and Uses” tables. The following information is provided on each project details sheet:

Project Header Section

- Project Title – The title by which the project is referred to in official documents.
- Document Subsection – Identifies the group of like projects in which the project is included, within the section.
- Managing Department – Identifies the agency that is primarily responsible for planning and managing the project.
- Project Location – Specific location of project, Citywide initiative, or regional project.
- Reporting Area – Reporting areas used by Planning and Zoning to identify areas of the City, Citywide initiative, or regional project.
- Project Category – Describes the project type. There are three project categories: Category 1 – Asset Maintenance; Category 2 – (One-Time) Renovation to Existing Assets; Category 3 – New Facilities (or support of new facilities).
- Estimate Useful Life – Where applicable, information on the useful life of the improvement.
- Primary Strategic Theme – Indicates the City Strategic Theme to which the project is primarily aligned.

Financial (Budget) Information

For each capital project, financial (budget) information is displayed by providing the total cost of the project, which is equal to all project funding through FY 2023, and then planned funding for FY 2024 – 2033. Each project also provides details on the specific funding sources used to finance the project.

Landmark Mall Transit Center													
	A (B + M)	B	C	D	E	F	G	H	I	J	K	L	M (C:L)
	Total Budget & Financing	Prior Appropriations	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	Total FY 2024 - FY 2033
<b>Expenditure Budget</b>	<b>12,997,200</b>		<b>1,500,000</b>		<b>4,757,200</b>	<b>6,740,000</b>							<b>12,997,200</b>
Financing Plan													
State/Federal Grants	12,997,200		1,500,000		4,757,200	6,740,000							12,997,200
<b>Financing Plan Total</b>	<b>12,997,200</b>		<b>1,500,000</b>		<b>4,757,200</b>	<b>6,740,000</b>							<b>12,997,200</b>
Operating Impact	200,000							40,000	40,000	40,000	40,000	40,000	200,000

The funding schedule provided for each project represents the appropriation schedule, by year for the project. This aligns with when the project would need expenditure authority to procure services and materials to accomplish the project. The actual schedule and pace of the project may differ from this appropriation schedule, based upon the project’s complexity and the market for procuring services/materials to implement the project.

Additionally, the funding table provides information on the costs of additional operating impacts associated with project completion and any budget changes from the prior year CIP are provided in the financial (budget) information tables, as seen above.

Project Description and Justification

Each project contains a clear and concise project description and justification for the project. The project description and justification contains the following information:

- Description of the project
- History of the project (if relevant to the current year’s plan)
- Project status
- Discussion of non-City funding sources
- Benefits of completing the project

Additional Operating Impact

An explanation of any identified additional operating impact associated with project implementation that was not included in the prior year operating budget is provided.