



# Monterey County

168 West Alisal Street,  
1st Floor  
Salinas, CA 93901  
831.755.5066

## Capital Improvement Committee Report

Legistar File Number: 17-0954

September 18, 2017

**Introduced:** 9/8/2017

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** General Agenda Item

- a. Receive an update on the County of Monterey Capital Improvement Program Five-Year Plan FY 2018-19 through 2022-23 (CIP) tentative schedule and proposed CIP process; and
- b. Provide comments and direction on the proposed schedule and CIP process for Fiscal Year 2018-19.

### RECOMMENDATION:

It is recommended that the Capital Improvement Committee:

- a. Receive an update on the County of Monterey Capital Improvement Program Five-Year Plan FY 2018-19 through 2022-23 (CIP) tentative schedule and proposed CIP process; and
- b. Provide comments and direction on the proposed schedule and CIP process for Fiscal Year 2018-19.

### SUMMARY/Discussion:

Resource Management Agency (RMA) is presenting the Capital Improvement Committee (CIC) with an update to the CIP process for the upcoming Fiscal Year 2018/19. RMA introduced several process improvements including a scoring criteria for unfunded projects, review by RMA Architectural Services for feasibility, and one on one meetings with departments to review projects. RMA staff has been reviewing ways to improve the process even further and is coming to the CIC today to present additional proposed changes, as well as to receive input from the CIC.

RMA is responsible for developing the County's Capital Improvement Program Five Year Plan (CIP). The purpose of the plan is to summarize the County's overall capital project needs and illustrate how available capital funds are allocated to assist with budgeting for the next Fiscal Year, as well as forecasting capital needs in future Fiscal Years. This Program includes lists reflecting projects that are fully funded, partially funded, and unfunded.

### OTHER AGENCY INVOLVEMENT:

The CIP development process includes collaboration with County departments to create accurate and detailed project summaries. RMA works with the County Administrative Office to verify funding sources for capital projects. Departments are encouraged to attend the CIC meeting to speak on behalf of their projects. Since the Water Resources Agency (WRA) is not considered a department of the County, the Five-Year CIP does not include WRA projects.

### FINANCING:

There is no impact to the General Fund in receiving this update. The annual CIP includes fully and partially funded projects with funding identified in the upcoming fiscal year. These projects are recommended to the Board of Supervisors for inclusion into the Recommended Budget.

Consistent with the Board of Supervisors guidelines, the projects included in the first year of the CIP requiring County capital funds are reflected in the Annual Recommended Budget for the consideration and action by the Board of Supervisors.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The Capital Improvement Program is a critical part of County infrastructure planning and administration. The updated review and prioritization process allows critical county needs to be identified in a standardized, efficient way. A well planned CIP is a key part of developing and maintaining County infrastructure.

Check the related Board of Supervisors Strategic Initiatives:

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: John Snively, MA I, (831) 759-6617

Reviewed by: Shawne E. Ellerbee, Deputy Director of Administrative Services

Approved by: Carl P. Holm, AICP, RMA Director

Attachments:

Attachment A - Capital Improvement Program Process Concepts