

Citywide Capital Improvement Plan (CIP)

City Council Meeting | April 2, 2024



Goals of Budget Process

Three primary goals of the 2025-2026 budget process:

1. Right size budget to more closely align budgeted vs actual expenditures
2. Update and adopt comprehensive financial policies
3. Adopt true Citywide Capital Improvement Plan (CIP)

What is a Capital Improvement Program (CIP) ?

Six-year plan outlining the funding and timing for capital improvement projects

- Guided by adopted long-range plans, goals and policies
- First two years of the CIP are typically included in the biennial budget
- This is a dynamic process, with anticipated projects being changed, added and deleted from the plan as the six-year timeline moves forward
- A comprehensive CIP is a tool that allows the City to plan for six years of expenses

Current CIP Process

Individual CIP documents make it difficult to see the City's overall capital needs

Transportation CIP
Stormwater CIP
Parks CIP



Adopted annually by Council

The image shows several overlapping spreadsheets representing different CIP documents. The most prominent one is the '2024 Sammamish PROS Plan - Five Year Capital Improvement Plan (2024-2029)'. It features a table with columns for years (2024-2029) and a total. The table lists various projects with their estimated costs. For example, '2024-2029 Stormwater Capital Improvement Plan' has a total of \$1,100,000. Other projects include '2024-2029 Parks Capital Improvement Plan' and '2024-2029 Transportation Capital Improvement Plan'. The spreadsheets are color-coded and contain detailed financial data.

Facilities CIP
Technology CIP



In progress - not yet adopted by Council
Historically only 2 years adopted in the budget

What is a Citywide CIP?

The Citywide CIP will combine all CIPs under one document

- Helps the City see the entirety of its capital responsibilities
- Works toward fiscal sustainability by helping the City better understand and plan for its capital needs
- Improves trust and transparency by combining all information into one document to make it more accessible



Components of Citywide CIP – Expenditure Summary

The Citywide CIP will show a summary of all projected expenditures by fund

Summary of CIP Project Expenditures 2025-2030									
	Estimated 2023-2024	Proposed 2025	Proposed 2026	Proposed 2027	Proposed 2028	Proposed 2029	Proposed 2030	Total 2025-2030	Future Years 2031-2034
General Government (301 Fund)									
Parks (302 Fund)									
Transportation (340 Fund)									
Stormwater Capital (438 Fund)									
IT (502 Fund)									
Total									

Components of Citywide CIP – Detailed Info by Fund

The Citywide CIP will show detailed information about the projects in each fund

- General Government (301 Fund)
- Parks (302 Fund)
- Transportation (340 Fund)
- Stormwater Capital (438 Fund)
- IT (502 Fund)

Components of Citywide CIP – Project Sheets

The Citywide CIP will contain individual project sheets showing additional information about each project

- Description
- Justification/Benefits
- Expenditures by category by year
- Funding source by year

Next Steps on Citywide CIP

- 1. Adopt separate Transportation Improvement Plan (TIP) and Stormwater Improvement Plan (SWIP) to meet statutory deadlines**
 - a. May – Introduce TIP and SWIP
 - b. June – Adopt TIP and SWIP
- 2. July – Begin review of proposed Citywide CIP (looking at remainder of funds)**
- 3. Fall – Adopt Citywide CIP along with 2025-2026 Biennial Budget**