

Preliminary Capital Improvements Plan (CIP) 2010-11 through 2014-15

This article explains how neighborhood associations and individuals can participate in the CIP review process and submit new issues for consideration in future CIPs. A copy of the CIP can be requested from the Administrative Services Department by contacting Debby Garrison at 503-588-6040.

Background- The CIP is a five-year financing plan for constructing major public projects based on City-adopted master plans, goals and policies. The purpose of the CIP is to financially plan new capital projects to meet the needs of a growing community, and preserve and enhance existing capital projects to provide efficient city services. A capital project creates, improves, replaces, repairs or permanently adds to City property including: land, site improvements, parks buildings, streets, bike paths, bridges, utility improvements and major equipment and hardware purchases.

In 2009, in response to economic challenges and requests for project ranking information, the City implemented a new scoring process (1-100) and reevaluated each existing CIP project. In the first year, each project was scored to determine its priority. The scores are listed in the 2010-11 Preliminary CIP and they will continue to be listed in future CIPs. Any project that is already in process for completion will have no priority score and will have a score of “1000”.

New Issues- New projects begin with the identification of an issue, rather than a predetermined project (solution). The process requires departmental and stakeholder (neighbors, businesses, agencies, etc.) conversations. This process is thorough and therefore requires some time. An issue that is identified in the current fiscal year will likely get prioritized in the subsequent fiscal year. This happens in these four steps:

1. Issue Identification: The problem is identified on the City form.
2. Prioritization: After discussion with the stakeholders, the issue is scored/prioritized and all possible solutions are evaluated. The solution that results in the most economical long term investment is proposed for funding.
3. Funds Allocation: Based on the allowable funding sources that are available, the dollars are applied to the prioritized issues. When funding is identified for an issue, it becomes a “proposed project” and is assigned to a funding year.
4. Preliminary CIP Preparation: The proposed projects are combined into the Preliminary CIP for the next five-year period.

Internet Access- CIP projects can be searched on the City’s website by going to <http://www.cityofsalem.net>. At the top of the Web page, select “Departments” and click on “Administrative Services”, then on the left choose “Finance”, and finally, on the left choose “CIP”. If you need assistance in finding information, contact Debby Garrison at 503-588-6040.

Input Opportunity- Once the Preliminary CIP is available, neighborhood associations and individuals have the opportunity to discuss the projects and prepare testimony for the City Council Public Hearing. **The City Council public hearing will be held at their September 13 meeting.** During the public hearing, you will be able to give comments regarding:

- Individual projects proposed for funding
- Priority of projects
- Funding strategies

The City Council may also deliberate and adopt the Preliminary CIP that night.

Individual Neighborhood Association CIP Information Packet- Of particular interest to City-recognized neighborhood associations will be their Individual Neighborhood Association CIP Information Packet, which includes a list of the projects within their neighborhood boundaries, followed by a more detailed description of each project. One copy of the Individual Neighborhood Association CIP Information Packet will be provided to the corresponding City-recognized neighborhood association. (The information is also available on the internet and can be accessed by following the “Internet Access” instructions on the previous page.) For additional copies, contact Neighborhood Services Specialists Annie Battée or Rachel Dixon, or Neighborhood Partnership Coordinator Jessica Loewen Preis at 503-588-6207. If you are unable to find a project, contact Debby Garrison at 503-588-6040.

Neighborhood Association Review- Neighborhood Associations may approach the process however they wish. Some suggestions include:

- Schedule the Preliminary CIP for discussion by all members in attendance at a neighborhood association meeting.
- Ask a subcommittee to review the projects in the Preliminary CIP. If time permits, the subcommittee may report to the decision-making body of the neighborhood association for discussion and approval of proposed testimony.

Neighborhood Services Specialists Annie Battée and Rachel Dixon, along with Neighborhood Partnership Coordinator Jessica Loewen Preis can assist neighborhood associations in submitting testimony to the public hearing.

In order to participate effectively in the Preliminary CIP process, it is important to review the projects in your neighborhood and the rest of the city (found in the Individual Neighborhood Association CIP Information Packet). After review, your group should make decisions regarding testimony for the City Council public hearing.