

Preliminary Capital Improvements Program (CIP) 2008-09 Through 2012-13

Prepared by Annie Battée and Sandra Montoya

This document explains how neighborhood associations and others can participate in the Preliminary CIP review process. One copy of the Individual Neighborhood Association Preliminary CIP Information Packet will be sent to the corresponding City-recognized neighborhood association by February 8. For additional copies, contact Neighborhood Services Specialists Annie Battée, Rachel Dixon or Maggie Tuttle at 503-588-6261. A full copy of the Preliminary CIP can be picked up in the Administrative Services Department in Room 230 of City Hall (contact Debby Garrison at 503-588-6040). It is anticipated that in February the entire Preliminary CIP document will be posted on the City's website. To access the Preliminary CIP once it is posted, simply go to www.cityofsalem.net and click on Capital Improvements Program - Preliminary.

BACKGROUND

The CIP is a financial planning document which identifies and schedules needed capital improvements. In this process, projects are programmed based on City-adopted master plans, goals, and policies. Additionally, the CIP is a vehicle for developing financing strategies for capital improvements. This is explained in the City Manager's Executive Summary and applicable project group and category. As a planning tool, the CIP helps identify projects which overlap — for example, a street improvement preceded by a water line improvement. These are identified in such a way that they can be programmed and constructed most efficiently.

Aside from the master planning process, the CIP process offers an additional opportunity for citizens to give their input for the community's future.

HOW TO READ THIS YEAR'S CIP DOCUMENT

Of particular interest to City-recognized neighborhood associations will be their Individual Neighborhood Association Preliminary CIP Information Packet, which includes a list of the projects within their neighborhood boundaries, followed by a more detailed description of each project. The citywide Project List is also included in this information packet starting on page 3. If you are unable to find a project, contact Ryuji Torihara, Management Analyst, at 503-588-6211, x7307.

INTERNET ACCESS

It is anticipated that in February the full Preliminary CIP document will be available on the City website. Go to www.cityofsalem.net and click on Capital Improvements Program - Preliminary. If you need assistance in finding information, contact Ryuji Torihara at 503-588-6211, x7307.

Searchable Database
of CIP Projects

OPPORTUNITY

By reviewing the information now, neighborhood associations and others have the opportunity to verify that new projects which were submitted by October 12, 2007, have been included in the funded or unfunded CIP. Projects submitted after October 12, 2007, were not incorporated into this Preliminary CIP, but will be incorporated in the subsequent year.

A Planning Commission review is scheduled for February 26 at 5:30 p.m. in the City Council Chambers. A City Council public hearing is scheduled for March 24 during their 6:30 p.m. meeting in the City Council Chambers. The public is welcome at both meetings, but input to the City Council occurs during the March 24 public hearing at which time the public has the opportunity to comment on all capital improvements and funding strategies in this Preliminary CIP. During the public hearing, you will be able to give comments regarding:

- New CIP projects submitted
- Individual projects proposed for funding
- Priority of projects
- Funding strategies

Council may also deliberate and adopt the Preliminary CIP on March 24, 2008, so funded capital improvement projects for 2008-09 can be incorporated into the City budget review process.

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 the next neighborhood association meeting.
- Ask a subcommittee to review the projects in the Preliminary CIP to see whether projects that were submitted by the neighborhood association have been included. 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, Rachel Dixon, and Maggie Tuttle can assist 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 Preliminary CIP Information Packet). After review, your group should make decisions regarding testimony for the City Council public hearing on March 24.

CIP SCHEDULE

January 28	Distribute the Preliminary 2008-09 through 2012-13 CIP to Council.
February 7	Distribute Preliminary CIP Information Packet to neighborhood associations.
February 26	Planning Commission reviews Preliminary CIP.
March 10	City Council and Budget Committee work session
March 24	City Council CIP public hearing (open to the public for testimony). City Council may deliberate and adopt CIP; funded FY 2008-09 projects are referred to the budget process.
April-May	Budget Committee hearings on FY 2008-09 Budget, open to the public for testimony
April-May	City Council public hearing on federally funded Community Development Block Grant (CDBG)/Housing and Community Development projects, open to the public for testimony
June 9	City Council public hearing on the Recommended FY 2008-09 City Budget.
June 23	City Council adopts FY 2008-09 City Budget.