



MEMORANDUM

Date: April 4, 2016

To: Parks & Community Services Board

From: Doug Sanner, Fiscal Manager, Parks & Community Services
Glenn Kost, Capital Project Manager, Parks & Community Services

Subject: 2017-2023 Parks Capital Investment Program (CIP) Budget
(Board direction requested)

At your April 12 meeting we are requesting Board direction on Parks capital projects for potential inclusion in the 2017-2023 Capital Investment Program. This is a continuation of the Board discussion from the last meeting, and will help shape Parks capital budget proposals due on April 29.

Budget Process

The budget is one of the City's key policy documents. The operating and capital budget is organized around six community outcomes, and Parks capital investments are primarily directed to the "Quality Neighborhoods/Innovative, Vibrant & Caring Community" outcome. This budget process (known as Budget One) is very similar to the one used for the past three budget cycles, and requires that the Department submit proposals for all operating and capital items by the end of April. Ultimately, the City Manager will develop a balanced Preliminary Budget in the fall, with City Council adopting the final budget by December 2016.

As advisors to City Council, we anticipate that the Board will provide comments on the City Manager's Preliminary Budget and the Parks CIP similar to those submitted during the last budget process. We will schedule additional budget discussions as the Preliminary Budget is released in September/October, but our commitment is to keep the Board informed throughout the year as the budget process unfolds.

Draft Motion

Staff will review a list of potential levy and non-levy capital projects for possible inclusion in the budget process. Following Board discussion and possible amendment of this project list, we request Board direction on which capital projects to submit in the budget process. A draft motion to provide this direction is provided below for your consideration.

"Motion to endorse the list of parks levy and non-levy capital projects for inclusion in the 2017-2023 Capital Investment Program."

