



PLANNING DIVISION

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STAFF REPORT

TO: PLANNING & TRANSPORTATION COMMISSION

FROM: Roland Rivera
Planner

DEPARTMENT: Planning and
Community Environment

AGENDA DATE: February 23, 2005

SUBJECT: 2005-2010 PROPOSED CAPITAL IMPROVEMENT PROGRAM

RECOMMENDATION

Staff recommends that Planning and Transportation Commission (Commission) endorse the schedule contained within the Timeline section of this report for review of the proposed 2005-2010 Capital Improvement Program (CIP) and appoint a three-member subcommittee to review the technical specifics of the proposed CIP and report back to the full Planning Transportation Commission.

DISCUSSION

Each year the Commission is required to review the proposed CIP for consistency with the Comprehensive Plan and forward its recommendations to the City Council. The Commission submits an annual report to the Council regarding the CIP. The report reviews each project for its conformity with the Comprehensive Plan and reviews the CIP as a whole in order to suggest any improvement in economy or efficiency that might be affected through the combining of various projects.

In the past few years the Commission has appointed a three-member subcommittee to review the specific aspects of the CIP projects and meet with City staff as necessary to discuss the projects or obtain further information.

POLICY IMPLICATIONS

Policy issues will be addressed in the CIP description and the staff reports that accompany and follow it. The 2005-2010 CIP will be reviewed for consistency with the 1998-2010 Comprehensive Plan.

RESOURCE IMPACT

The impact on City resources, both fiscal and operational, will be addressed in the CIP description and staff reports that follow.

TIMELINE

Staff requests that Commission establish the review schedule and appoint the CIP subcommittee at the meeting of February 23, 2005. The proposed tentative schedule for review is as follows:

- February 23, 2005: Commission established review schedule and appoints CIP Subcommittee.
- March 22, 2005: CIP descriptions in City Council and Commission packets (*Budget staff will do this*).
- March 30, 2005: Discussion by Commission on specific projects that the Commission may wish to discuss with the Assistant City Manager, Department/Division Heads, and staff.
- April 5, 2005:
3:00 – 5:00 PM Commission Subcommittee review and discussion with Assistant City Manager, Department/Division Heads and staff (*Budget staff will schedule this meeting*).
- April 12, 2005: Commission Subcommittee recommendations to staff for inclusion in Planning Commission packet for the meeting of May 11, 2005.
- April 27, 2005: Commission review and recommendation to City Council on CIP.

ENVIRONMENTAL REVIEW

The Capital Improvement Program is not a project under CEQA. However, individual projects may or may not be subject to CEQA, and an environmental determination is made on each individual project.

COURTESY COPIES

Emily Harrison, Assistant City Manager
Steve Emslie, Director of Planning and Community Environment
Amy Javelosa-Rio, Senior Financial Analyst

Prepared by: Roland Rivera, Planner

Reviewed by: Lisa Grote, Chief Planning Official

Division Head Approval: 
Lisa Grote, Chief Planning Official