

A. High Priority

The use of High Priority for projects in the CIP - has no value without metrics.

For example - if the wait time for using the restroom in the GDPUD office increases for an individual, it would be determined High Priority to add another bathroom facility. Just by stating a project as high priority does not give the priority any context. The statement now only reflects subjective input and should be rooted in an objective system for determination. My recommendation for priority assignment consistent with many of the priority listings used in other agencies definitions for their Capital Improvement Projects to help the Board and Staff with evaluating the need for proposed improvements:

- **Priority 1a** projects are mandatory from a health and safety standpoint.
- **Priority 1b** are required by law, regulations, or contract.
- **Priority 1c** projects are those that are already under construction.
- **Priority 2a** projects are necessary to maintain the reliability of the district's systems and facilities by replacing existing assets that have exceeded their useful life. Failure to replace the asset would lead to eventual failure of the water or wastewater facilities and cause interruptions in service.
- **Priority 2b** projects provide for increased revenues.
- **Priority 2c** projects meet demands of increasing growth.
- **Priority 3a** projects increase service levels.
- **Priority 3b** projects improve efficiency.
- **Priority 3c** projects provide a community benefit.

B. Scope/Timeline

The CIP provides a nice outline.

There is no scope or timeline for projects to effectively budget the CIP. Each aspect of the project needs to have a funding source and timeline associated with it. No full project description. No project summaries. A project summary should contain for each project

Project Name

Project Category:

Priority: #

Project Manager: Deason

Funded to Date. Expenditures through years end.

Spent to Date. Planned Expenditures for CIP year (2020-2024)

Cash flow through end of year. Total project estimate cost:

Project Balance. Additional funding required

With each component of work the estimated timeline and expenditure per fiscal year

Example -

Description of Work	Estimated Annual Expenditure					
	2020	2021	2022	2023	2024	Total
Monitoring						
Research						
Design						
Construction						
TOTAL						

Estimated Funding Sources with Percentages

- Capital Facility Charge
- Capital Reserve
- Loans
- Grants
- Etc..

C. Not in conjunction with a 5 year CIP

Without having a 5 year CIP with plans and funding matched with the Fiscal Year plan.

The Board has no idea of what future projects are/were planned and if we are able to fund anything outside of this year. Plus there are Capital Improvement Projects and Infrastructure items that we budgeted for this year which went into the Operations budget as opposed to the CIP - i.e. gunite machine and materials