



CITY OF PACIFIC GROVE
300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: Honorable Chair Murphy and Members of the Planning Commission
FROM: Alyson Hunter, Senior Planner
MEETING DATE: February 13, 2020
SUBJECT: Capital Improvement Program (CIP) Project Input
CEQA: Does not constitute a “Project” under California Environmental Quality Act (CEQA) Guidelines Section 15378

RECOMMENDATION

Review and complete the Capital Improvement Program Form by March 12, 2020.

DISCUSSION

The Public Works Department is seeking feedback from appointed City boards and committees on potential projects to include in the Fiscal Year 20/21 Capital Improvement Program (CIP) as part of the collaborative CIP development process.

A capital improvement is defined as a property, plant, or improvement having a useful life of two or more years and a total amortized acquisition and maintenance cost of \$5,000 or more. These are non-recurring projects and often include maintenance, repairs, improvements or acquisition of City assets.

The Public Works Department has prepared an online [form](#) to assist in the Commission in submitting its ideas. All fields in the form are mandatory to ensure Public Works Department will have enough information to consider the project. The adopted [FY 19/20 CIP](#) can be viewed online.

Process

After the submission period has closed, the City Manager, Administrative Services and Public Works Departments will review all projects from a variety of approaches and prioritize them. Subsequently, a recommended project list will be sent to the City Council for input/approval.

Please note, completing this form does not guarantee funding for the desired project.

ATTACHMENTS

None

Respectfully submitted,

Alyson Hunter

Alyson Hunter, Senior Planner