

TOWN COUNCIL STAFF REPORT

Title: 2022-23 Capital Improvement Plan (CIP) Update.

Meeting Date: March 16, 2022

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RECOMMENDATION:

Receive a presentation from Staff on updates to the 2022/23 5-year CIP and development of the Long-range CIP. Provide consensus direction and comments to Staff on the proposed plans.

BACKGROUND:

On September 1, 2022, the Town Council adopted the current 5-year Capital Improvement Plan (CIP). The 5-year CIP is proposed to be updated annually and to be reviewed and adopted in conjunction with the annual budget process. The first year of the 5-year CIP represents the budgeted (funded) projects for the coming Fiscal Year along with carryover projects. This is an evolving process with changes made during year based on changes in funding, council priorities, changing conditions or new opportunities. In December of 2022 Staff presented to Council a plan to develop a Long-range (20 year) CIP. Council provided consensus direction to Staff to proceed with the development of this document in order to support the ongoing Development Impact Fee (DIF) work and better align long term strategic goals.

As proposed in the December Staff report. Staff met to discuss and organize a list of projects for the Long-range CIP. Staff reviewed all of the existing adopted plans and compiled a list of all of the projects identified in these plans. The list of well over 200 projects was trimmed down by the Town Manager, Executive Staff, and key Department Managers. The recommendation by this group to add projects to the Long-range CIP was based on many variables. Considerations included constructability system deficiencies, strategic priorities, council direction and expressed community need. There were several factors weighed placing projects on the list. Many of the projects on the list are place holders that don't include specifics. Staff believes these concept projects will be further considered and refined on a 20-year horizon. Staff presented the project lists for both changes to the 5-year CIP and the Long-range CIP to the Recreation Commission (February 9, 2022) and the Planning and Economic Development Commissions (March 2, 2022).

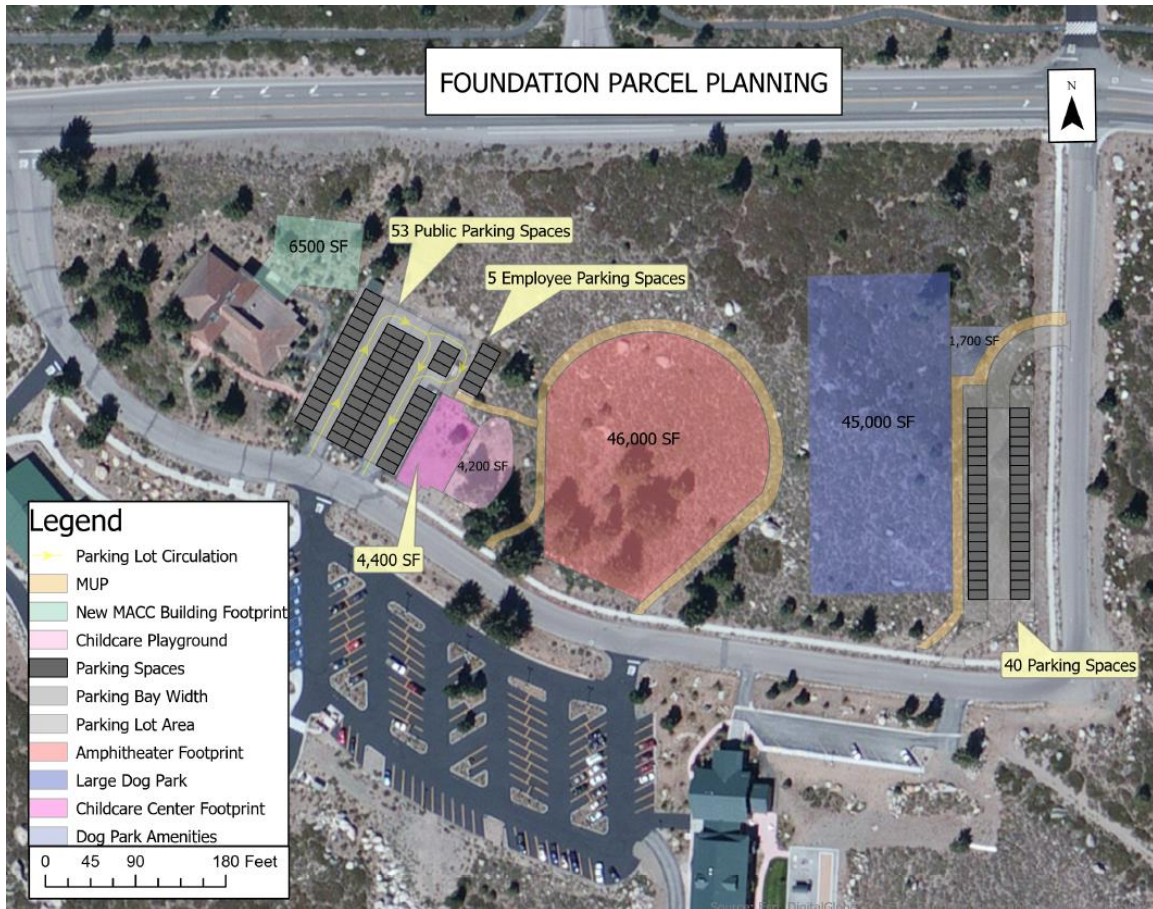
ANALYSIS:

The purpose of this review is to look at potential revisions to the CIP in advance of Staff making funding recommendations as part of the budget cycle. Some incorporations will be included based on previous allocations other based on community needs and recent developments. Since the 5-year CIP was adopted in September of 2021 the Town Council has authorized a number of budget changes that need to be reflected in the 22/23 CIP. During the October 20, 2021, Town Council meeting allocations were made to the following projects:

- Main Street Landscaping \$200,000
- Community Recreation Center (CRC)
 - Interior Improvements \$350,000
 - Mobility Hub \$900,000
- Fuel Island \$600,000
- Communication System \$250,000
- Parcel Infrastructure \$1,200,000
- Housing \$1,000,000

In December of 2021 the Town was awarded a \$50,000 T-Mobile grant for the Dog Park. This funding advances the timing of the construction of the Dog Park and reinforces the need to identify a location. New projects to support the Parcel have been added, along with projects to support the programming at the CRC. Staff recommends inclusion of a Community Center for a future Phase and Park programming for Phase 1 of the Parcel. The Park specifically is a component of Phase 1 and while the space has been set aside the park improvements remain unfunded. The projected cost of the park improvements is nearly \$1M. Other adjustments to 22/23 5-year CIP include removing the Town Hall Improvements (170k) and rescheduling the reconstruction of the Old Mammoth Road Bus Shelter to 23/24 to provide more time to address right-of-way concerns. An additional ask of \$500,000 for the Communications System is needed to properly budget for estimated forthcoming improvements.

Recent developments have encouraged Staff to take a closer, more creative look at providing opportunities to meet a number of community and strategic goals. Staff has engaged the Mammoth Lakes Foundation on a potential lease partnership that could see the advancement of a number of projects. These include a Child Care Facility, location for the Dog Park, a new temporary, limited Snow Pit location, re-opening of the Edison Theater, and stronger partnership on the Mammoth Arts and Cultural Center (MACC). A number of these projects are critical community needs and if a partnership agreement is finalized, funding for these projects will need to be allocated for projects in 22/23. The financial structure for supporting these potential projects is under review. If approved, Staff would initiate work to develop scopes, budgets, and schedules for these projects in advance of adopting the budget for consideration by Town Council.



After developing the draft Long-range CIP Staff provided the Recreation Commission and Planning and Economic Development Commissions the opportunity to comment on the plan. At each meeting there was an opportunity for public comment. The Recreation Commission had the following comments:

- Wayfinding to include Town Loop signs on Main Street
- Prioritize the Old Mammoth Road MUP (Waterford to Mill City)
- Development of Bell-Shaped Parcel (Housing and Park)
- Creation of an Urban Snow Play area
- Outdoor Events Center

The Recreation Commission had no additions to the list, nor did they recommend any projects be removed. Likewise, the Planning and Economic Development Commission made no recommendations on additions or removals. The PEDC comments were as follows:

The PEDC felt that the Intelligent Transportation System and a Transit Shelter to support the Lakes Basin Trolley were critical needs and needed to be funded as soon as possible. These were the only comments the group had on the 5-year CIP. The commission had consensus on prioritizing Child Care, an Events Site, Wayfinding, Mobility Improvements, specifically offsite long term and overnight parking, Sidewalks and Storm Drains.

STAFFING CONSIDERATIONS:

The FY22-23 CIP represent a significant workload that is much larger than most years driven by the CRC and the Parcel. While no changes to current public works staffing was proposed in the FY22-23 budget. It is very likely that additional contract resources will need to be acquired to help manage these projects. Where permitted the cost of these resources will be billed to the grant or incorporated into the budget. If the Council desires additional projects be initiated, staffing will have to be carefully considered as part of the effort. Additionally, if such a workload is expected to continue for more than a season, permanent staffing changes and restructuring should be considered.

FINANCIAL CONSIDERATIONS:

A number of projects for FY22-23 are funded, there are some projects that will need additional funding and some that remain unfunded. Funding beyond 22/23 is less certain. Staff recommends that Council evaluate the projects and provide comments based on need. Staff will then provide project budgets and for these projects and recommendations for funding at the April 27, 2022, meeting. Based on Council input, further staff refinement a final proposed 5-year CIP document will be presented to the Planning and Economic Development Commission to confirm that the CIP is consistent with the General Plan. The CIP will come back to the Town Council for a public hearing and adoption.