

SUBJECT: Capital Improvement Program (CIP) for 2024/25 – 2028/29

DEPARTMENT: Finance and Information Systems

STAFF: Kerry Breen, Director of Finance and Information Systems
Rachel Corona, Accountant II

TITLE/RECOMMENDATION

A resolution adopting the 2024/25 – 2028/29 Capital Improvement Program (CIP).

FISCAL IMPACT

The associated FY 2024/25 budgets for revenues, appropriations, project funding transfers, and development impact fee revenue and expenditure budgets, as detailed in the 2024/25 – 2028/29 Capital Improvement Program, will be included in the draft 2024/25 – 2025/26 Operating Budget being brought forward to Council for consideration of adoption on June 25, 2024.

Future year costs and revenues will be reviewed every year by the City Council as part of the annual update and adoption of a new five-year CIP.

BACKGROUND

The City's CIP is updated and approved annually and outlines the City of Brentwood's five-year infrastructure and capital planning needs. The proposed 2024/25 – 2028/29 CIP includes projects that have been carefully evaluated to ensure: 1) the City's capital improvement needs are met, both now and in the future, and 2) they support the City's Mission Statement, General Plan and two-year City of Brentwood Strategic Plan adopted by the City Council in February 2022. An approved five-year CIP also assists in the preparation of the City's Development Impact Fee Program updates along with Enterprise Rate Studies, which incorporate the City's future capital needs where applicable.

In January of this year, the City Council approved the creation of the 2023/24 – 2025/26 Budget Ad Hoc Committee to provide oversight and guidance to the budgeting process by providing policy level direction related to the both the City's



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Capital and Operating Budgets. On March 4th, 2024, City Finance staff met with the Budget Ad Hoc committee and reviewed a preliminary draft of the 2024/25 – 2028/29 CIP. Staff incorporated feedback from that Ad Hoc meeting into the draft CIP.

On April 9, 2024, the proposed 2024/25 – 2028/29 CIP was presented to the City Council at the CIP Workshop and the draft CIP has been updated to incorporate Council direction from that workshop.

The following changes have been made to the proposed 2024/25 – 2028/29 CIP since the April 9th workshop:

- *Fleet Electrification* – This project was added to the 2024/25 – 2028/29 CIP. This project supports compliance with regulations requiring public fleets to be converted to zero emissions vehicles, which make it necessary to design and install charging stations and other related infrastructure at City facilities for the charging of government-owned electric and plug in hybrid vehicles. The project is in the planning phase and design is anticipated to begin in FY 2024/25. Funding for this project will consist of the General Fund, Solid Waste Enterprise, Water Enterprise, and Wastewater Enterprise funds.
- *Comprehensive General Plan Update* – The project timing was adjusted, with the project now set to begin in FY 2028/29, and funding contributions for the project spread over that timeframe.
- *Canal Replacement Cost Share – Segment 5* (CIP #562-56420) – Funding and expenditure budgets have increased due to updated cost assumptions provided by the Contra Costa Water District (CCWD). The project timing was also moved out.

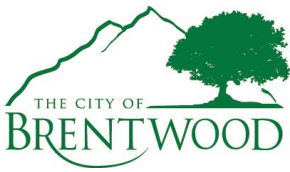
Other changes since the workshop include project manager updates for staffing changes, minor verbiage updates and minor typographical corrections. The CIP is attached to this staff report as Exhibit “A”.

On May 7, 2024, the proposed 2024/25 – 2028/29 CIP was presented to the Planning Commission for consistency with the City’s General Plan. A copy of the Planning Commission Resolution No. 24-020 is attached.

CITY COUNCIL STRATEGIC INITIATIVE

The 2024/25 – 2028/29 CIP includes the following projects that are designated as a part of the City’s Strategic Plan, listed by focus area and corresponding goal and initiative number:

Focus Area 1: Public Works



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- 1.1.a. Sand Creek Road Extension (CIP #336-31700)
- 1.1.c. Brentwood Boulevard Widening North - Phase I (CIP #336-31620)
- 1.1.e. Parking Garage Security and Safety Enhancements (CIP #337-37262)
- 1.2.a. Solid Waste Organics Diversion (CIP #542-54021)

Focus Area 4: Community Development

- 4.1. Zoning Ordinance Update (CIP #337-37228)
- 4.4.a. Housing Element Update and Safety Element Update (CIP #337-37258)

Focus Area 5: Parks & Recreation Services

- 5.2.a. Sand Creek Sports Complex (CIP #352-52446)
- 5.3.a. Vineyards at Marsh Creek – Event Center/Amphitheater Phase I (CIP #337-37231)

PREVIOUS ACTION

Previous Action by the City Council is included on Attachment 1.

DATE OF NOTICE

Beginning May 17th, a copy of the draft 2024/25 – 2028/29 CIP was made available for public review at the following website:

<https://www.brentwoodca.gov/financial-documents/CIP>

ENVIRONMENTAL DETERMINATION

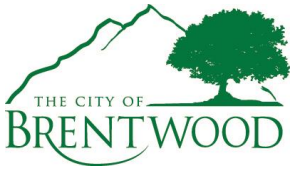
Not Applicable.

ALTERNATIVE OPTION(S)

Alternative Options to the Staff Recommendation:

1. Do not approve staff's recommendation. This could result in delays in funding for capital projects.
2. Make changes to projects and/or budgets to be incorporated into the final version of the Capital Improvement Program.
3. Continue item with direction for staff to return with additional information. This would result in delays in funding for capital projects.

ATTACHMENT(S)



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1. Previous Action
2. Exhibit "A" – 2024/25 – 2028/29 CIP
3. Resolution
4. Planning Commission Resolution No. 24-020