

MEMO

DATE: March 25, 2013

TO: Planning Commission Members

FROM: Patrick R. Zenner, Development Services Manager

RE: 2014 Capital Improvement Plan Review

It is that time of year again for the Commission to review the proposed CIP document and offer its comments to the City Council on projects. The FY 2014 CIP can be viewed on-line at: www.gocolumbiamo.com/Finance/Services/Financial_Reports/index.php by selecting the **FY 2014 CIP**. You will also receive, by separate mailing, a CD copy of the CIP.

Commission comments are to be returned to the Finance Department by **May 1** so they may be included in the Council's mini-retreat budget packet. Given this deadline the Commission will need to **complete** its review of the CIP at the **April 18** meeting.

The Commission's past practice has been to invite representatives from other departments (i.e. Public Works, Water & Light, etc.) to make presentations regarding their proposed projects. If this is the desire of the Commission, please be prepared to provide the names of those departments to staff at the April 4 work session. Staff will coordinate with the respective departments. Also, please consider specific questions that can be conveyed to those departments regarding the CIP projects to ensure a productive meeting.

If you have questions, please contact me.