

Reader's Guide for the 5-Year Capital Improvement Program Document

The 5-Year Capital Improvement Program (CIP) document is intended to present a realistic projection of anticipated capital needs with consideration given to project scheduling, fiscal and manpower constraints. This book provides an overview of a financial plan for needed capital improvements while illustrating a detailed and informative "snapshot" of each project in the 5-Year CIP. Individuals reading this document range from City staff, engineers, architects, contractors, financial analysts, elected officials, and most importantly, Mesa citizens. The document is formatted such that various types of readers are able to gather information for their specific need.

- i. The format also includes **all** known components and their estimated costs associated with a project. For instance when reading about a street project, the narrative may also include needed land acquisition, water, wastewater, gas, or other utility work associated with the street project.

The **City of Mesa's 2005-2010 CIP** is divided into eight sections. The first section contains the following:

- ◆ The Reader's Guide - gives descriptions of the various sections of the CIP;
- ◆ The City Manager's message regarding the proposed 5-Year CIP;
- ◆ An explanation of what a CIP is, what projects are included, how projects are funded;
- ◆ Definition of CIP categories, cost summary by category and fund allocation;
- ◆ A listing of the City's CIP Committee and, Glossary of terms, definitions.

The second section contains fiscal summaries for the budget year (FY 2005-2010) and the 5-Year program.

The next five sections represent each of the major CIP categories including General Government; Parks and Recreation, Library, Arts and Cultural; Public Safety; Transportation; and Utilities. Each of these sections contains the following:

- ◆ Executive summary of all projects included for each CIP category (ex. Transportation) by type of project (Streets, Regional Transit Plan, Mass Transit, Falcon Field Airport, Williams Gateway Airport). A reference number is given for each project to provide quick and easy location on the Project Detail sheets and the Project Map. The proposed future projects beyond the five-year horizon are also listed;
- ◆ Project map(s) for the CIP category. Projects can be located by their associated reference number;
- ◆ A narrative, detailed description for each project including associated costs for each activity of the project (if known), recommended cash flow of project by fiscal year and anticipated fund source(s) proposed to finance the project.