



Date: October 25, 2004

**TO: Board Members – Parks and Recreation**

**FROM: General Manager – Parks and Recreation**

**SUBJECT: 2006 – 2008 Capital Plan Process**

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**RECOMMENDATION:**

*THAT the Board receive this report for information.*

**POLICY**

Capital Plans are prepared every three years and the authority to borrow money to implement the plan is voted on in the municipal election.

**BACKGROUND**

**Capital Plan Context**

The process to develop a three year capital plan is a challenging task involving the evaluation of many meritorious proposals relative to a limited financial envelope that can include only a fraction of the proposals received. City Council sets the size of the entire capital plan, sets the size of the Board capital plan and decides what projects to include for Engineering, Library, Housing, Police, Fire and Community Services. The Board however decides what projects are to be included in the park portion of the capital plan. Both the Board and Council will receive technical advice and citizen input on the decisions that need to be made. In some areas partners will seek Board funding to supplement privately raised funds.

The Board has traditionally sought input from its stakeholders and the broader community at all phases of the capital plan: project submissions, draft capital plan and final plan.

In this planning cycle there are some significant prior commitments flowing from agreements with the 2010 Olympic Winter Games which offer partnership opportunities that presently have the potential to facilitate the redevelopment of two community centres (Riley, East Hastings), two rinks (Riley plus Trout Lake or Killarney) and possibly a third rink at or adjacent to Hastings Park. The planning process and submissions will also be informed by existing policies (Community Centre renewal, Field Renewal, Aquatic Renewal, Sustainability etc.).

## **Capital Plan Process**

The capital plan process is illustrated on diagram 1 and shows the inter-relationship between the City Council and Park Board streams.

At the City level, Council will be advised by a Staff Review Group (SRG) and the Corporate Management Team. The Park Board staff will be represented on both. The Staff Review Committee will screen all Departmental and Board submissions for consistency with various City policies and make recommendations for priorities. In the case of the Board, the Committee will make a recommendation on the size of the Park Board envelope based on the submissions received and the financial parameters guiding borrowing capacity and projected availability of funds from various sources, including Development Cost Levies. In recent cycles those priorities have been guided also by the following criteria:

- Category 1  
Renovation or replacement to maintain existing infrastructure or to address safety, security and mandated environmental issues.
- Category 2  
Renovation or expansion in order to maintain existing service levels in relation to population growth
- Category 3  
Expansion or creation of facilities to provide new services or higher service levels; non-mandated environmental improvements; beautification projects

The time table for the City process has yet to be set, and the Board's process will need to tie in closely. At the outset, however, the Board can commence immediately with a solicitation for input through letters to stakeholders and through advertising in newspapers. Staff believe that submitters should be aware of existing Board policies and the Olympic emphasis, and to that end staff intend to develop a web based capital plan resource that provides easy access to these documents.

The Capital Plan process is an important means to further the Board's infrastructure renewal agenda, and the process outlined in this report provides significant opportunities for public input and technical advice which will assist the Board in formulating initially a draft plan, and with further input a final plan. In order to get the plans reach for inclusion of the plebiscite vote in November, the expectation is that the plan will be finalized no later than September 2005.

Prepared by:

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