

Moab City Council Agenda Item
Meeting Date: September 9, 2019

Title: Presentation of the draft Capital Project Prioritization Matrix

Date Submitted: September 5, 2019

Presenter: Rachel Stenta, Finance Director

Attachment(s):

- 1) Draft Capital Project Prioritization Matrix

Background/Summary:

At the City Council Meeting of September 9, 2019, Council will discuss the prioritization of proposed municipal capital projects. This discussion and analysis will necessitate ongoing discussions regarding the annual debt repayment limit of the municipality and other resource constraints. In order to provide direction to Council on the projects that should take priority, staff and Council can utilize an evaluation tool to effectively measure the need, impact, and financial viability of each project. The results of the evaluation would allow Council and staff to assess projects in relation to one another and establish the order and approximate time frame of implementation as resources become available, i.e. debt capacity increases as existing loans mature.

The Capital Projects Prioritization Matrix has been developed in response to this need. In order to establish an individual project priority and ranking for comparative analysis, the matrix utilizes a number of weighted criteria including: project category, strategic alignment, risk assessment, financing, service levels, community and economic impact, and sustainability.

It is recommended that all proposed capital projects that require external financing be assessed using the Capital Projects Prioritization Matrix accompanied with a supplementary financial analysis to determine the specific impact the project will have on tax revenue allocations, user fees and the municipal tax rate, if applicable. This would assist Council with an understanding of how a specific project ranks in relation to other capital projects and the direct financial impact its implementation will have on residents.

City Staff will refine the draft matrix and scoring criteria and then present the matrix to City Council for formal approval. Following the approval of the Capital Projects Prioritization Matrix, a recommended next step is for a sub-committee of management team comprised of a minimum of three members to evaluate each proposed capital project using the matrix and determine a ranking for each. A report will then be brought forward to Council detailing the results of the evaluation and a financial analysis for each project.