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To: ["Direct to Mayor and Council - DL"](#)  
Date: 3/28/2022 12:46:46 PM  
Subject: [March 31 and April 7 Capital Planning Workshop](#)

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Dear Mayor and Council,

This note is to apprise you of the upcoming Council Capital Planning Workshop that will take place in two parts, on March 31<sup>st</sup> and April 7<sup>th</sup>.

#### A. Purpose

- To provide an overview of the preliminary draft 2023-2026 Capital Plan, and an opportunity for Council input.
  - Feedback to be incorporated into the subsequent draft Capital Plan brought back to Council on April 26th before starting public engagement.
  - The final 2023-2026 Capital Plan would be brought to Council for approval on July 6th.

#### B. Procedures

- These will be public meetings, streamed online and open to the public to attend.
- There will be no public speakers on March 31<sup>st</sup> and April 7<sup>th</sup> (speakers will be heard concerning the Capital Plan on April 26<sup>th</sup> and July 6<sup>th</sup>).
- The Mayor will Chair these meetings.
- The meeting will start on March 31<sup>st</sup>, recess, and then continue on April 7<sup>th</sup>.
- Each of the March 31<sup>st</sup> and April 7<sup>th</sup> meetings will start at 3 pm and are anticipated to last three hours; Council will decide whether to break at 5 pm and if yes, for how long. If Council opts for a one hour break, we anticipate the sessions would end at 7 pm.
- Council will have opportunities to ask questions of staff in both sessions, and can also submit questions to staff via email.
- If Council wishes to give staff direction in this workshop, this would be done via a motion (ideally on April 7<sup>th</sup>).

#### C. Format/agenda

- The format for these sessions is intended to be as follows (time allotments may vary):
  - March 31, 2022
    1. Introduction, City Manager [20 mins]
    2. The Capital Plan and city-building, GM, PDS [10 mins]
    3. 2023-2026 Capital Plan overview, GM, FRS [20 mins]
    4. Questions to staff [60 mins]
    5. Capital Plan service category presentations, GMs [70 mins]
  - April 7, 2022
    1. Capital Plan service category presentations, GMs, continued [30 mins]
    2. Large one-off projects [60 mins]
    3. Council discussion and questions to staff [90 mins]

## D. Supporting materials

- Staff will be distributing supporting documents to Council on March 29<sup>th</sup>.
- Presentation materials will be posted on the public website on March 31<sup>st</sup>.

Thanks,

Karen

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The City of Vancouver acknowledges that it is situated on the unceded traditional territories of the xʷməθkʷəy̓əm/Musqueam, Sḵw̓x̓wú7mesh/Squamish and səliilwətaʔ/Tsleil-Waututh nations