

CAPITAL IMPROVEMENTS PROGRAM MINUTES
C/SAC -- 3RD FLOOR, WEST CONFERENCE ROOM

AUGUST 19, 2005

Finance Officer Jim Preston called the meeting to order at 10:00 a.m. with the following Committee members present: Alderman Tom Johnson, Ron Kroeger, Karen Olson, Malcom Chapman, William Okrepkie and Deb Hadcock; Planning Commission members Doug Andrews and Scott Nash; City staff: Parks and Recreation Director Jerry Cole, Public Works Director Dirk Jablonski, and Assistant Public Works Director Ted Vore. Others present included Engineering Project Manager Dan Coon, Accounting Coordinator Tracy Davis, Operations Management Engineer Rod Johnson, and Administrative Secretary Donna Winter.

Olson moved, second by Nash and carried to approve the **Capital Improvements Committee minutes** of July 15, 2005.

The **Financial Reports** covering the expenditures through July 31, 2005, were reviewed and Finance Officer Preston briefly interpreted the report. He noted that the project **Canyon Lake Drive Panel Repair – STCM05-1461** for \$19,002.80 should be removed because it is not a Capital Improvements Project--this project will be coming out of the Streets Budget. The **2005 Omaha Street Reconstruction Project** - the total amount spent is \$91,992.27; **2005 Parks and Recreation – Under Sports Facility Grant** -- Preston explained that the Grants (project fund allocation) will be tracked as total dollars and footnotes will identify specific projects. **Government Buildings – Library AC Repairs IDP03-1337** shows \$7,915 approved and \$8,958.60 spent, this has not been confirmed yet, but Preston believes that funds were received from the Library that were rolled into the CIP account. (Doug Andrews entered the meeting)

Preston reviewed the breakdown of the **IDPF Summary** -- He explained that the Red Rock amount is in dispute. Coleen Schmidt and Mr. Ward are currently working on the disputed amount. (Ron Kroeger entered the meeting.) Disc Drive (TIF/TID 36) was paid back so that the funds could be used for another IDPF project. SAB 28 Fund (revolving fund) was utilized to fund the Timmons Project. Alderman Chapman asked if there was a due date for IDPF projects. Preston explained that by contract it is 5 years with no interest, and then 5 more years at 1% above prime. Preston was going to look at the Agreement to see how it is written as to when the balance is due.

Project Manager Coon reviewed the **2005 Capital Plan for Streets, Drainage and MIP Projects** for August, 2005. (See attached) Preston commended Coon on this form and how helpful it has been in tracking the various projects. Motion was made by Chapman second by Andrews to approve the **2005 Capital Plan for Streets, Drainage and MIP Projects** for August, 2005. Discussion on motion continued. Coon reviewed the **Capital Plan Summary** outlining Project totals vs. Budgets for August 2005. At the bottom, the total cumulative balance for 2005 and 2006 are in the black, for 2007, 2008 and 2009, it becomes harder to get a good line on the projects. Overall, we are showing a deficit of \$306,136, but if you look at the total budget of a little more than \$34,000,000 we are within less than one percent of our budget.

Coon also reviewed the total 5 year plan for projects **2005-2009 Capital Plan for Streets, Drainage and MIP Projects**. The changes proposed for 2005 are highlighted in colors on these sheets and the summary sheet. One item he pointed out is the status column; these are projects that we have encumbered money for design or construction. If the status column is blank, we have not moved forward in the project and have not encumbered or hired somebody for design or construction. Vore pointed out that the Dover Drainage project is the same as United Field Drainage.

Olson asked how much of Corral Drive is scheduled for the **Corral Drive Reconstruction** project that is scheduled for the amount of \$150,000. Vore was going to check and get back to Alderman Olson which section of Corral Drive is scheduled for 2007. **Motion carried to approve the Capital Plan for Streets, Drainage and MIP Projects.**

Funding for **100 Block of East Saint Charles Street** – Alderman Kroeger explained that this came out of Public Works and that it would be costly to repair the area of all the Saint Streets. This includes the whole area of Saint Streets, and will be millions of dollars that cannot be ignored or passed on again. We need to start looking at ways we can start incorporating some of this repair. He feels everything needs to be replaced—water, sewer and streets. Vore stated that **Saint Andrew Reconstruction** is on the schedule in 2008 for an estimate of \$400,000. Preston stated that part of the problem is the infrastructure that lies underneath those streets. Kroger moved, second by Olson and carried that we direct Public Works to work these streets into their plan.

Funding for ADA transition plan for curb cuts / sidewalks - \$10,000,000 Vore explained that we don't put a certain amount of money into the fund each year, only on projects that they are currently working on. Currently they have been using MIP monies to do the city's responsibility, the intersections. Jablonski explained that we don't have an ADA Transitional Program; we do it in conjunction with other projects. Vore stated that Council allocates \$50,000 for Miscellaneous Improvements Projects, \$50,000 for out of the dust and \$50,000 for railroad crossings. We have basically \$150,000 which can be worked with respect to these items. Rod Johnson explained anytime we do a reconstruction project under the street budget ADA improvements are made, so we spend more than \$50,000 for ADA improvements and it's incorporated into the costs. It was the understanding that we're looking for a program for the entire city. Jablonski stated if you are doing the total reconstruction the ADA Plan must be followed, if doing an overlay you do not have to follow the ADA Plan. We are going beyond the requirements because we are doing it for everything. Alderman Kroeger has concerns about looking for funding of \$10,000,000 to do this when we have something in place, when we can use some of these funds to repair streets. Alderman Chapman feels that this is a good project to at least talk about and Public Works could look at the city as a whole, not do one project at a time, but prioritize those intersections that need it and then work it into some of the present money that we have for miscellaneous projects. Alderman Chapman stated he would not be for creating a specific ADA Transition Sidewalk/Curb cut Project, but can be worked for some of those high traffic areas that need it. Wherever Pubic Works says this is where we need it but not mandate that we do it for every curb. Nash feels in some of the older areas in town that it may be needed. Preston explained when Vore divided these up into quadrants, it wasn't to do a quadrant at a time, it was just to come up with a dollar amount. Jablonski stated we have a good GIS Department that could pick out schools, nursing homes, hospitals, handicapped housing facilities and start drawing circles around all those areas. The Committee analyzed this, and feels with the limited resources that we have, that we are doing everything we can right now, which is following the ADA Plan on reconstruction projects and we are handling the special requests.

Rod Johnson reported that the correct amount for the city's share for the **purchase of portable bleachers** is \$262,500, which was the request for 2012. Alderman Kroeger stated that two years ago the city made the commitment with the School District that we would come up with our share to purchase these bleachers. Though that process has gone through the 2012 and recommended by the 2012 committee, we haven't approved the 2012 Plan yet, and Kroeger is pretty confident that the council members will approve the purchase of the bleachers. Kroeger stressed the importance of moving forward with this purchase. The bleachers need to be ordered to make sure they are here by next spring. Kroeger made a motion to have the Public Works Director bring a list of projects which includes a total of at least \$262,500 to be put on hold that was scheduled to be done this year to utilize those funds to purchase bleachers and with the plan to be replenished by 2012 Funds,

second by Nash. Cole indicated they had \$300,000 in the parks and recreation fund that they aren't spending right now because they're waiting on 2012, they could buy bleachers with that fund and hopefully 2012 would repay that fund so it can be used for the CIP project. Hadcock objected, and stated we need to go through the process first just like the Dahl. Kroeger withdrew his motion and made a new motion that we take the dollars out of the Parks and Recreation fund up to \$262,500 to purchase the City's portion of the bleachers. Second by Andrews. Discussion continued. Cole explained they took all of their projects off the table this year and put that money into a playground fund. Cole explained the requested playground money from 2012 which has been recommended. If Parks and Recreation gets the playground money from 2012 that \$300,000 goes back to projects Parks & Recreation did not do this year. Kroeger stated the funds won't be spent until the bleachers come in which may be the end of November. (Tom Johnson entered the meeting) Rod Johnson suggested that that the CIP Committee use \$233,500 from the contingency fund and \$35,000 from the automatic irrigation projects for the City's portion of the bleachers. Nash made a **substitute motion** to utilize \$233,500 out of the contingency fund plus \$35,000 from the irrigation projects to fund Rapid City's portion of the bleachers. Second by Kroeger. Hadcock objected--she feels that the same process should be used for acquiring the bleachers as was recommended for the Dahl. Nash said this is a commitment that we need to make. Rod Johnson said that it will take approximately 6 months and we need to be assured that we have the bleachers by April 1, 2006. Alderman Kroeger expressed concern and related the problems experienced during the State Track Meet, and if the problems are not corrected, Rapid City would no longer get the State Track Meet every three years. Cole wondered if we could recommend purchasing the bleachers without a funding source attached at this point. Preston explained you can go out for bids, but you cannot award a bid without a funding source. Alderman Johnson stated this would not be the only 2012 fund project that was funded from other sources because of timing. Essentially what this group is doing today is endorsing that we want the bleachers and identifying \$262,500. Alderman Johnson stated this Committee can recommend to the Council, and the Council can recommend award or bid on these bleachers through capital improvements, and it's independent, and it isn't breaking new ground. Alderman Johnson recommends that the Committee move forward. Preston explained if we do this we have no contingency fund left so if we come up with another project that needs to be done this year we need to either move another project or look for some other funding. **Substitute motion** carried with Jablonski and Hadcock voting no.

Cold storage building will not be started in 2005, but probably started in 2006.

There being no further business, the meeting adjourned at 11:26 a.m.; and it was noted the next scheduled meeting is set for September 16, 2005 at 10:00 a.m.