

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

APRIL 21, 2006

Finance Officer Jim Preston called the meeting to order at 10:00 A.M. with the following Committee members present: Aldermen Tom Johnson, Ron Kroeger, Karen Olson and Deb Hadcock; and City staff members Growth Management Director Marcia Elkins, Engineering Project Manager Dan Coon (proxy); and Parks Superintendent Lon Van Deusen (proxy). Others present included: Mayor Shaw and Administrative Assistant Jackie Gerry.

Kroeger moved, second by Hadcock and carried to approve the **minutes for March 17, 2006**.

Finance Officer Preston briefly reviewed the **Financial Reports for March, 2006** noting the expenditure of allocated funds for the bleachers. Preston also noted Plum Creek development will not receive an IDPF loan. Preston pointed out that \$48,000 is being allocated from the Contingency fund for the Canyon Lake project.

Engineering Project Manager Coon reviewed the **Capital Plan for Streets, Drainage, MIP Projects for April, 2006** noting an increase in the 6th Street / Hillcrest Drive project to reflect the latest estimate; an added project -- Creek Drive Oversize; a transfer of funds between projects -- E. St. Pat / E. St. Joe to a Mill and Overlay project; a renamed project for the Elm Avenue / Meade Street project and transfer of funds; transfer of funds from Streets to Drainage for the Geotechnical Investigations Program; an increase of \$113,300 for the Lemmon Avenue Reconstruction to reflect the latest estimate; an increase of \$61,970 for the Mill & Overlay Project to reflect the bids received; a decrease of \$80,047 to the Van Buren Street Project to reflect the bid award. Coon noted the project for a box culvert at Cambell, Element 5 is moved to FY 2011 because the City must construct Knollwood, Elements 2 & 20 before work can begin at Cambell, Element 5. The Soo San Drive box culvert project is increased \$150,000 to expedite the replacement of a bridge that is deteriorating. The drainage portion of the Van Buren Street Project is increased to reflect the bid award. A project is added for the West Boulevard railroad crossing, which is in conjunction with the DM&E and SDDOT. Coon noted an increase in the balance remaining, budget totals less project totals. Olson moved, second by Johnson and carried to approve the Capital Plan for Streets, Drainage, MIP Projects for April, 2006, as reported.

Engineering Project Manager Coon reviewed the **Streets, Drainage and MIP Projects Five Year Plan, 2006 to 2010** pointing out the balance in FY 2008 explaining this balance must be maintained for FY 2009 for the East North Street Reconstruction -- Rapid Creek to Cambell Project. Coon indicated that if 2012 money is moved forward, the balance changes. Coon pointed out the Downtown Area Improvement Project, Phases 1 & 2 for FY 2006, 2007 and 2009; the Elm Avenue Reconstruction -- North Phase Project in 2010 and Elm Avenue Reconstruction -- South Phase in 2009; and the Robbinsdale Reconstruction Project -- Engineering, Phase One, Phase Two, and Phase Three beginning in FY 2006,

Phase One construction in FY 2007, Phase Two construction in FY 2009, and Phase Three construction in 2010. He indicated the Robbinsdale project includes water and sewer, explaining the corrosive soils in this area affects the stability of the utility infrastructure. Kroeger moved, second by Olson to approve the Streets, Drainage and MIP Projects Five Year Plan, 2006 to 2010. Discussion ensued relative to a five-year plan being 2007 to 2011. Substitute motion was made by Elkins, second by Hadcock to continue the Streets, Drainage and MIP Projects Five Year Plan to the May 19, 2006 CIP meeting to allow staff to bring forward an updated plan to include FY 2011. At the request of Finance Officer Preston to approve because of a time constraint, the motion was amended by Kroeger, second by Elkins to approve the Streets, Drainage and MIP Projects Five Year Plan, 2006 to 2010, and direct that funding FY 2011 be added to the Mayor's budget proposal. Motion carried.

Finance Officer Preston brought forward for discussion -- **funding the Fire Station design costs**. Preston listed the following options to fund the project: Government Buildings, CIP Contingency, and the cash balance. Preston indicated that design costs are generally ten percent of the project costs. He suggested allocating \$150,000 from the Miscellaneous Projects as listed on the Government Buildings Five-Year Plan.

Parks Superintendent Van Deusen reported receiving a proposal from Wyss Associates about preparing a **site utilization and layout proposal for the Parks Maintenance and Golf Maintenance buildings**. Van Deusen indicated that Wyss would review and identify the locations for each building; identify the building size and use of each building; prepare a site plan for each location, including building coverage; and develop probable costs for budgeting purposes for each facility. Van Deusen explained that this effort is to develop a conceptual design for each site, and not an architectural design, for budgeting purposes. He reported a contract amount of \$7,725 for the preliminary design. Finance Officer Preston indicated this amount could be allocated from CIP Contingency, and funds allocated in the future for construction of the buildings. Alderman Johnson was of the opinion that no architectural design of the buildings be done until there is a commitment of funds to build the facilities. Elkins moved, second by Hadcock to allocate \$8,000 for the site utilization and layout study for the Parks Maintenance and Golf Maintenance buildings from the Government Buildings 2007 Miscellaneous Projects. Substitute motion was made and seconded by Hadcock to allocate \$8,000 from the CIP Contingency for the site utilization and layout study for the Parks Maintenance and Golf Maintenance buildings. Alderman Kroeger indicated his support for the construction of the two maintenance facilities, but not the allocation of funds for a site study as he believed the locations for these facilities was evident. Growth Management Director Elkins reminded the members that the task was to develop a building utilization study – a conceptual design that included space for office, storage and maintenance; and a probable cost for each facility. Van Deusen reported visiting with Scull Construction about a recently constructed steel building at Fitzgerald Stadium. Van Deusen indicated an estimate of \$80 / Sq. Ft. for a similar building; and this cost increases when considering other elements, such as insulation, windows, overhead doors, heating and air conditioning systems, fire sprinkler system, lighting and electrical, three phase power supply, utilities, and construction contingency. He reminded the members that these maintenance buildings will be use year-round. Second substitute motion was made Elkins, second by Johnson to continue the site

utilization and layout study for the Parks Maintenance and Golf Maintenance buildings to the May 19, 2006 CIP meeting to allow staff to develop a conceptual design for these buildings, and develop probable costs. Motion carried.

Finance Officer Preston reviewed the **Government Buildings Five Year Plan, 2006 to 2010** noting the allocation of \$223,530 for Miscellaneous Projects, \$35,000 for Cemetery Road Paving & Irrigation, \$35,000 for Automatic Irrigation, and \$100,000 for Roof Replacements. Discussion ensued relative to funding the Fire Station in FY 2008 in the amount of \$1.2 Million.

At 11:24 A.M. Alderman Kroeger left the meeting.

The following changes were made to the Government Buildings Five Year Plan: FY 2011 was added; FY 2006 Golf Maintenance Facility reduced \$375,000 and allocated to Equipment Maintenance Shop increasing the funding to \$513,981; FY 2007 Miscellaneous Projects reduced \$150,000 and allocated to the Fire Station for design; FY 2008 & FY 2009 Miscellaneous Projects reduced \$250,000 each and allocated to the Fire Station in FY 2008. Elkins moved, second by Olson to approve the change in allocation of funds for the Government Buildings FY 2006 budget to reduce Golf Maintenance Facility \$375,000 and allocated to Equipment Maintenance Shop increasing the funding to \$513,981; and authorize the Parks & Recreation Director to reverse the allocation, if needed. Motion carried.

Parks Superintendent Van Deusen reviewed the revised **Parks and Recreation Five Year Plan, 2006 to 2010**, indicating estimated costs were added to the list of projects for years 2007, 2008, 2009 and 2010. Elkins moved, second by Johnson approve the Parks and Recreation Five Year Plan, 2006 to 2010; and direct that funding FY 2011 be added to the Mayor's budget proposal. Motion carried.

Parks Superintendent Van Deusen reported six applications for funding were received for the **2006 Sports Facility Partnership Fund Grant**. The Parks & Recreation Advisory Board reviewed the applications and recommended funding the Black Hills Pony League in the amount of \$6,079.46 for field improvements; Rapid City Softball Association in the amount of \$14,362.22 for sprinkler system repairs, asphalt, and warm-up areas; and Soccer Rapid City in the amount of \$24,999.00 for the polo field renovation. Van Deusen explained that the Parks & Recreation Advisory Board also recommended that the remaining \$29,033 be carried forward to 2007 and used for the Sports Facility Partnership Fund. Elkins moved, second by Johnson to approve funding the projects, as outlined, from the 2006 Sports Facility Partnership Fund. Motion carried.

Alderman Hadcock reported that a local wildlife sanctuary is seeking assistance, and asked if City-owned land was available for lease or donation to be used as a sanctuary. Hadcock indicated that the organization would construct the project at their expense. Finance Officer Preston indicated there would be an issue with a land transfer, if the other entity is not a governmental entity.

There being no further business, the meeting adjourned at 11:54 A.M.; and it was noted the next scheduled meeting is set for May 19, 2006 at 10:00 A.M.