

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

DECEMBER 21, 2007

Finance Officer Preston called the meeting to order at 10:10 A.M. with the following Committee members present: Aldermen Karen Olson and Lloyd LaCroix; Planning Commission member John Brewer; and City staff: Growth Management Director Marcia Elkins; City Engineer Robert Ellis (proxy), and Parks & Recreation Director Jerry Cole. Others present included: Mayor Alan Hanks, Project Managers Dan Coon and Rod Johnson, Fire Chief Gary Shepherd, Accountant Tracy Davis and Administrative Coordinator Jackie Gerry.

Elkins moved, second by LaCroix and carried to approve the **minutes for November 16, 2007**.

Preston gave a brief overview of the **Financial Reports for November, 2007** noting expenditures for the Omaha Street corridor enhancement project and Neighborhood Street Rehabilitation project; and the balance remaining in the Contingency Fund.

Coon reviewed the **Capital Plan for Streets, Drainage, MIP Projects for December, 2007** noting decreases in the following projects to reflect final project costs: Downtown Area Improvement Project, Phase I construction; Elk Street Drainage Improvement; Lemmon Avenue Reconstruction, College to Monroe; and Street Rehabilitation, Various Locations. Coon noted increases in the following projects to reflect final projects costs: Lemmon Avenue Reconstruction, College to Monroe (drainage portion of the project) and Canyon Lake Road Sidewalk Project. Coon also explained that Red Rock Estates Detention Ponds project budget is zero because the project is funded by the developer. Coon reported no activity for the Five-Year Plan as they are in the process of updating projects and estimates; and indicated a positive cash flow for the Capital Plan Summary. Elkins moved, second by LaCroix and carried to approve the Capital Plan for Streets, Drainage, MIP Projects for December, 2007.

Shepherd addressed the **Exhaust Ventilation System projects** for Stations #5 and #7, indicating there is a remaining balance of \$19,000 of the \$60,000 appropriated for the Main Fire Station exhaust system. Shepherd explained that Stations #5 and #7 do not have ventilation systems and diesel fumes are a problem, as is evident from the discolorations of the interior walls. He explained that the diesel fumes are a safety concern; and the problem will only worsen with the increased number of emergency calls. Shepherd indicated he would need an estimated \$26,000 for these exhaust ventilation projects for these stations; and requested \$7,000 from CIP Contingency; whereupon Elkins moved, second by Brewer to approve. Motion carried.

Preston requested input from Department Heads on carryover balances. Responding to a question from Alderman LaCroix, Preston outlined the CIP budget schedule explaining that the Committee would review the CIP Cash Flow Analysis spreadsheet in February; in March the Committee would review the five-year plan and proposed budget for Street and

Drainage, Parks and Recreation, and Government Buildings; the five-year plans will be approved by the Committee in April and submitted to the Mayor in May; and the Planning Commission and Council will review the plans in July.

There being no further business, the meeting adjourned at 10:15 A.M.; and it was noted the next scheduled meeting is January 18, 2008 at 10:00 A.M. in the C/SAC, 3rd Floor West Conference Room.