

CAPITAL IMPROVEMENTS PROGRAM COMMITTEE AGENDA  
City of Rapid City, South Dakota

C/SAC -- 3rd Floor, West Conference Room  
10:00 A.M., Friday, September 18, 2009

Finance Officer Jim Preston called the meeting to order at 10:00 A.M. with the following Committee members present: Aldermen Bill Waugh, Lloyd LaCroix and Patti Martinson; and City staff: Growth Management Director Marcia Elkins, City Engineer Dale Tech (proxy), Parks and Recreation Director Jerry Cole. Others present included Compliance Specialist Toni Broom, Chief Accountant Tracy Davis, Landscape Architect Randy Lyons, Fire Department Assistant Chief of Operations Tim Kobes and Administrative Coordinator Amber Sitts.

Motion was made by Waugh, second by LaCroix and carried to **approve the minutes for August 21, 2009.**

Davis briefly reviewed the changes to the **Financial Reports** indicating that \$1.2 million was inadvertently left out of Debt Service current month expenses. She also explained that IDPF will be updated next month and noted changes to the East Mall Drive and the Brooke and Nicole Street projects.

Broom addressed the **Capital Plan for Streets, Drainage, MIP Projects** indicating changes to the Elm Avenue and Robbinsdale projects. She also pointed out they are still in the black for the overall plan balance. Motion was made by LaCroix, second by Waugh and carried to approve the Capital Plan for Streets, Drainage, MIP Projects for September 2009.

Preston reported on the **Revenue Stream for CIP** and explained that if revenue and expenses come in as projected the balance to carry forward at the end of 2009 will be \$1.6 million. He indicated that he is satisfied with having \$1 million in reserve for CIP. He then said that we have received sales tax checks through the month of July, and we are 2.98% down compared to where we were a year ago. Responding to Elkins, Preston said he would not recommend any changes based on where we are at now. Motion was made by Cole, second by Elkins and carried to acknowledge the report.

It was indicated that there was a request by Scott Nash at the previous Council meeting to waive the requirement for a concrete driveway, and it was requested that this item is brought to CIP to look for funding for **Seeger Drive**. Motion was made by Elkins, second by Waugh, to address this item when the next five year plan comes forward. Tech stated that this new plan would be in place around May of 2010 so this winter would be the appropriate time to discuss Seeger Drive. Elkins said there are also ongoing discussions with the County about jurisdictions. Tech added that Seeger Drive is partially in the County so it would be difficult to do a project. Elkins confirmed the area is on the annexation list but there have been other higher priorities. Motion carried.

Tech explained that **West Main Street Reconstruction** was referred from the Public Works Committee for recommendation. The Public Works Committee has recommended that a median is installed in the Gap, and the estimated the cost is \$200,000. It was indicated that a conceptual design was submitted Mr. Tlustos as to how the area should be developed, which would involve right-of-way acquisitions. Elkins said her understanding was that the project may be addressed in the future but that plan would not delay the installation of the median. Tech said this project is not funded so funding would need to be designated if we proceed. It was also indicated that the earliest time to install this project would be 2010, and there is no recommendation for a funding source at this time. Elkins said the project should be prioritized next year but commented that there has been a need for the median for a long time. Motion was made by Elkins, second by LaCroix and carried to continue to the October CIP meeting and ask Public Works to review the five year plan to see if there is room to address the project in 2010.

It was indicated that the **CSAC roof** is in need of repair. Tech explained that the school asked to get a consultant and also said they have funds programmed to get the repairs completed. He said the estimated cost is unknown at this time. Elkins indicated there have been problems in the past 18 months with the ceilings, and as the issues are repaired, she wants to make sure there are no mold issues. Preston pointed out that the roof is 21 years old. He said the roof should take priority so that more expensive damage does not occur. LaCroix asked about insurance, and Preston said he will check on it. Tech said once the consultant does his work they will have a number in about 45 days. Motion was made by Elkins and seconded to continue to the November CIP meeting but bring to October CIP meeting if numbers are available at that time. Preston pointed out that we also need a funding source. He also explained that the school wants the City to upfront the cost, and they will commit to 40%. Motion carried.

Tim Kobes explained that the Fire Department asked for \$63,000 to fund the water main upgrade at the Main Fire Station. The low bid came in at \$82,874, so they are \$19,874.50 short. Tech pointed out that the bids for the Milo Barber project came in lower, so he suggested taking the funds from Milo Barber for this project. Kobes explained that the line has ruptured several times, and it is costly to repair since the line is 20 feet underground. Preston reminded the committee that the Fire Department stepped in and moved funds in order to fund Milo Barber. Motion was made by Tech, second by Elkins, to transfer \$19,874.50 from Milo Barber to the Fire Station Water Line. Motion carried.

Responding to Martinson, Tech indicated that the school has identified funds for the ADA restroom upgrades for CSAC and will be able to fund the project during the summer of 2010. Martinson also asked that the spreadsheets for the revenue stream for CIP be sent to Alderman Kooiker, and Preston indicated they would be attached to the next Legal and Finance agenda.

There being no further business, the meeting adjourned at 10:30 A.M., and it was noted the next scheduled meeting is October 16, 2009 at 10:00 A.M. in the C/SAC, 3<sup>rd</sup> Floor West Conference Room.