

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

C/SAC -- 3rd Floor, West Conference Room
10:00 A.M., Friday, November 20, 2009

Finance Officer Jim Preston called the meeting to order at 10:00 A.M. with the following Committee members present: Aldermen Malcom Chapman, Ron Kroeger, Sam Kooiker and Karen Gundersen Olson; and City staff: Growth Management Director Marcia Elkins, Public Works Director Robert Ellis, Parks Division Manager Lon VanDeusen. Others present included Compliance Specialist Toni Broom, Chief Accountant Tracy Davis, City Engineer Dale Tech, Operations Management Engineer Rod Johnson, Russ Tienstvold, Doug Lowe and Administrative Coordinator Amber Sitts.

Motion was made by Kroeger, second by Preston and carried to **approve the minutes for October 16, 2009.**

Davis briefly reviewed the changes to the **Financial Reports** noting payments on the 44th Street and West Main Intersection project and the Vickie Powers Park project.

Broom addressed the **Capital Plan for Streets, Drainage, MIP Projects** and pointed out a final payment for South Street Sanitary Sewer and an amendment on the Flormann Street Down Spout. She said there has been little change to the carry forward for the next five years and indicated that the summary shows they are still in the black. Motion was made by Elkins, second by Chapman to approve the Capital Plan for Streets, Drainage and MIP Projects. Preston confirmed the revenue assumes a growth rate of 4%, and Kooiker suggested adjusting the rate to what is used for the general fund. Preston indicated they can use a lesser percentage when this is put together in March. Motion carried.

Motion was made by Kooiker, second by Elkins, to ask that the Finance Officer come back with a report in March on the sales tax revenue growth and a recommendation for the next five year period. Tech indicated that their five year CIP plan will already be done at that time, but a reduction can be considered when they update the plan. Motion carried.

Motion was made by Chapman, second by Kooiker and carried to continue **Prioritization of Capital Improvements** to the December 18, 2009 CIP meeting.

Ellis addressed **West Main Street Reconstruction** and recommended taking a look at City wide median needs and cost estimates. It was indicated that we would need to hire a professional consultant and should discuss options with property owners as well. Elkins said this median has been discussed for several years. She is afraid of losing support and opportunity but will support the analysis. Kooiker stated his support for putting in the median on West Main but also wants to look at other areas in the City. Chapman said he is not opposed to the project but does not want it put in for political reasons. Olson pointed out that property owners have concern about access, so we need to consider all concerns. She said that eliminating the right turn on red has already adjusted the traffic gaps. Ellis said if this project is funded in 2010 the Catron Turn Lane project could be replaced with this project as they are about the same dollar amount, and there is also contingency inflation for 8910 Streets of about \$125,000 that could be used. He indicated there are also funds dedicated to street rehabilitation, but he is less interested in seeing those funds used due to many other street projects. Motion was made by Kooiker, second by Olson, to continue to the December 18, 2009 CIP meeting and ask Public Works to come forward with the cost to do a City wide study of medians. Elkins mentioned there has been discussion of using transportation planning funds to pay for the study. Motion carried.

Elkins reviewed the costs of \$66,817.58 for the **Electronic Imaging System Request** and pointed out that the system will help from an efficiency stand point. She said they will need to purchase more file

cabinets if the imaging system is not purchased. If the funding cannot be found for the full software, she would like to move forward with a scaled down version for Growth Management for \$32,162.00. She also pointed out that the system was originally requested in 2005, so it is not a new request. Elkins confirmed that they currently have scanners that they can use. It was indicated that the County uses the same system, so we are able to get a price discount. There is potential to use the system for personnel as well. Tiensvold reviewed the program options and briefly mentioned scanner prices. Chapman said it would be important to look at a City wide system and a long term solution. The legal disposal of documents was briefly discussed, and Tiensvold mentioned that this software would put something in Rapid Map to link related documents. Elkins indicated that funds would come from operating costs. Motion was made by Kooiker, second by Olson, to ask the Growth Management Director to bring forward a proposal to Legal and Finance Committee to spend the \$32,161.16 from the Growth Management budget. Chapman pointed out that only gets us part way with the project. Tiensvold confirmed that the Library has been involved in discussions but explained that this is not the best product for video and mass storage. Preston confirmed that the Finance Office does want to be a part of this, and there is good merit to move forward with the full system. Preston said in 2010 we will have close to \$180,000 in CIP contingency to possibly fund this system. Motion carried.

Ellis reviewed the **ADA compliant crosswalk at the south side of Oakland Street across 5th Street with enhanced street lighting**. Motion was made by Ellis, second by Kooiker and carried to approve funding the ADA compliant crosswalk at the south side of Oakland Street across 5th Street with enhanced street lighting in 2010 with \$25,000 from Contingency Inflation for 8910 - Streets.

Motion was made by Kooiker, second by Olson, to continue the **Funding for Star of the West access project** to the December CIP meeting. Kooiker withdrew his motion. Elkins explained that there have been conversations with landowners and explained the concerns. Kroeger said he is not comfortable voting on this item today due to pending discussions regarding power lines. Motion was made by Kooiker, second by Elkins, to continue this item to the December 18, 2009 CIP meeting with a request that the City Attorney's Office provide an update on the dollar amount and that Parks and Recreation provide a recommendation between the two alternatives along with a statement of needs and priority. Motion carried.

Kooiker stated that it would be good to have the newly annexed streets **Olive and Pecan Lane** paved and asked that they are added to the list. Motion was made by Kooiker, second by Olson and carried to add this item to the unfunded CIP list for future consideration.

Lowe explained the **recommendation of the Parks and Recreation Advisory Board to fund the following projects from the Park/Recreation Facility Grant Program Fund: 1) Mary Hall Park Committee (irrigation system) \$2,500; 2) RC Softball Association (retaining wall improvements) \$24,899; and 3) Storybook Island, Inc. (sidewalk improvements) \$12,499**. Motion was made by Elkins, second by Olson and carried to approve the recommendation.

Johnson addressed funding for the **Omaha Street Storm Water Quality Project**. Motion was made by Olson, second by Elkins and carried to approve \$40,000 from the 2010 CIP Drainage Funds for Storm Water Quality.

Johnson reported on **roof projects**. He distributed a list of projects which he explained is not prioritized but is used to identify potential projects based on information gathered in terms of when a roof was built. Motion was made by Chapman, second by Ellis and carried to acknowledge the report.

There being no further business, the meeting adjourned at 11:20 A.M., and it was noted the next scheduled meeting is December 18, 2009 at 10:00 A.M. in the C/SAC, 3rd Floor West Conference Room.