

## CAPITAL IMPROVEMENTS PROGRAM COMMITTEE MINUTES

City of Rapid City, South Dakota  
C/SAC – 3<sup>rd</sup> Floor, West Conference Room  
10:00 A.M., Friday, September 16, 2011

Finance Officer Pauline Sumption called the meeting to order at 10:00 A.M. with the following committee members present: Aldermen Charity Doyle, Ritchie Nordstrom, Dave Davis, and Bonny Petersen; and city staff: Acting Public Works Director Dale Tech, Community Planning Coordinator Patsy Horton (proxy) and Parks and Recreation Director Jerry Cole; and the following members arrived during the course of the meeting: None; and the following were absent: John Brewer and Eric Christianson.

Others present included: Assistant Finance Officer Mary Floto, Compliance Specialist Amber Sitts, Fire Chief Mike Maltaverne, Battalion Chief Rod Seals, IT Officer Russ Tiensvold, Administrative Coordinator Sharlene Mitchell and Denny Groton.

Motion was made by Nordstrom, second by Tech and carried to **adopt the agenda**.

Motion was made by Doyle, second by Petersen and carried to **approve the Minutes** of the August 19, 2011 meeting.

Sumption presented the (No. CIP091611-1) **Financial Reports** reviewing the current month expenditures, the funding changes to the Cambell Street, Canyon Lake Drive, Street Rehabilitation projects and the funding change to the Golf Maintenance facility project. In response to a question from Nordstrom, Tech addressed the status and projected completion date of the Cambell Street Box Culvert project and the projected start date of the Hoefer Street Bridge project.

Sitts presented the (No. CIP091611-2) **Capital Plan for Streets, Drainage, MIP Projects** reviewing the funding decreases to the current year Jackson Boulevard and Rand Road projects, the funding decrease to the five year plan Jackson Boulevard project and the overall financial status of the five year plan. Motion was made by Doyle, second by Petersen and carried to approve the Capital Plan for Streets, Drainage, MIP Projects.

Denny Groton, At-Large Board member, requested funding consideration for the (No. CIP091611-3) **Minneluzahan Heating/HVAC Request**. Groton addressed the current status of the HVAC units noting that the project must be addressed under the formal bid requirements due to the anticipated cost. In response to a question from Doyle, Tech reviewed the State competitive bid requirements noting that engineering staff would be available to assist with the bid package. In response to a question from Doyle, Sumption advised that the lease agreement outlines the responsibility for facility maintenance. Groton indicated that the Center pays all maintenance noting that the maintenance of an account for those expenditures. Sumption recommended reviewing the contract to determine responsibility for replacement of the HVAC. In response to a question from Sumption, Groton addressed the extent to which the Center could cost share in the project. Petersen voiced support for the request with the Center contributing to the project as financially possible. Petersen express concern with the unit failing in mid-winter. Cole addressed the Parks Department leases that assign responsibility based on the item being necessary to the building function or general maintenance nothing the improvements completed at the Dinosaur Park concessions building. Sumption addressed the recent funding approved for ADA upgrades at the Center, the presentation of the request outside of the planning process and the funding request for the bike path lighting project. Sumption recommended that the requested be supported by clear direction from the contract noting the Canyon Lake Senior Center funding requests that have been denied. Doyle recommended continuing the request to allow the Center provide information regarding the amount of funding expended to maintain the HVAC system. Davis urged review of the contract and comparison to other lease contracts noting that how the request is addressed is critical. Maltaverne addressed the structure of the Fire Station #7 lease agreement which places responsibility for all costs with the leasee. In response to a question from Nordstrom, Groton indicated that he would provide the inspection reports

for the unit noting that the heating section of the unit is functioning. Motion was made by Doyle, second by Petersen and carried to continue the Minneluzahan Heating/HVAC Request to the October 21, 2011 meeting with the Center to provide additional information regarding the maintenance expenditures and maintenance inspections of the HVAC unit.

Motion was made by Nordstrom, second by Doyle and carried to continue (No. CIP091611-4) **Bike Path Community Partner Committee** to the October 21, 2011 CIP Committee meeting.

There being no further business, motion was made by Petersen, second by Doyle and carried to **adjourn** the meeting at 10:19 a.m., and it was noted that the next scheduled meeting is Friday, October 21, 2011 at 10:00 a.m. in the CSCA, 3<sup>rd</sup> Floor West Conference Room.