

## 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, October 21, 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: Public Works Director Terry Wolterstorff, Community Planning Director Brett Limbaugh and Parks and Recreation Director Jerry Cole; and the following members arrived during the course of the meeting: None; and the following were absent: Jordan Mason, John Brewer and Linda Marchand.

Others present included: Mayor Sam Kooiker, Chief Accountant Tracy Davis, City Engineer Dale Tech, Operation Management Engineer Rod Johnson, Compliance Specialist Amber Sitts, Fire Chief Mike Maltaverne, Battalion Chief Rod Seals, Assistant Chief Tim Behlings and Denny Groton.

Motion by Nordstrom, second by Petersen and carried to **adopt the agenda**.

Motion by Davis, second by Doyle and carried to **approve the minutes** for the September 16, 2011 meeting.

Davis presented (No. CIP102111-1) **Financial Reports** calling attention to the expenditures for the Cambell Street Box Culvert, Canyon Lake Drive Water Main Reconstruction, Street Rehabilitation and Golf Maintenance facility projects. In response to a question from Cole, Johnson advised that the Golf Maintenance facility would be finalized on Monday, October 24, 2011.

Sitts presented (No. CIP102111-2) **Capital Plan for Streets, Drainage, MIP Projects** noting the adjustments to the Downtown Improvements-Omaha Pedestrian Crossing, the Frontier Place Drainage Improvements and the Perrine Drainage Outfall. Sitts noted the addition of the Dakota Drive and Fulton Street projects to FY2012 and the rescheduling of the East Boulevard Water Transmission Main project to FY2017. In response to a question from Nordstrom, Tech addressed the location of the Perrine Drainage project. Motion was made by Doyle, second by Nordstrom and carried to approve the Capital Plan for Streets, Drainage, MIP Projects report.

Tech presented the (No. CIP102111-3) **East St. Charles Street Surfacing** request noting that the area was recently annexed into the city limits. Tech advised that the gravel road was constructed by a private individual noting that County permission for the road was not obtained noting that the road was not accepted to the County system. Tech addressed the dust complaints and request for mitigation received from a property owner on the street. Tech addressed the extent of existing gravel and unimproved streets within the city limits. Tech suggested addressing the request in the next five year plan noting that he could not recommend making the request a priority. Nordstrom addressed the complaints he has received from the homeowner noting that he has also apprised Air Quality of the issue. In response to a question from Petersen, Tech advised that the Street Department recommendations for the five year Out of the Dust program are prioritized based on maintenance issues. In response to a question from Sumption, Tech advised that the City does not provide dust applications for gravel roads. Wolterstorff indicated that, subject to agreement by the affected property owners, the street improvement could be processed as an assessment project. Motion was made by Doyle, second by Petersen and carried to acknowledge the East St. Charles Street Surfacing report.

Maltaverne provided a brief history of the construction and landscaping of the Fire Station #4. Maltaverne addressed the current space issues resulting from the addition of the ambulance service to the station. Maltaverne advised that the addition project will alleviate the current space issues and allow for on-site storage of medical equipment. Maltaverne indicated that additional funding in the amount of \$33,640 is required for the (No. CIP102111-4) **Fire Station #4 Sprinkler System** project due to the higher than anticipated bids for the building addition. In response to a question from Petersen, Johnson advised that

the project scope was changed to decrease the size of the addition and add an unfinished walkout basement. Johnson stated that topography issues are contributory to the increased project cost. In response to a question from Petersen, Johnson advised that the basement access is from the lower level only noting that an elevator, in addition to stairs, would be required to provide access from the upper level. Johnson advised that the storage provided by the lower level is unrelated to the upper level operations. In response to a question from Sumption, Johnson confirmed that award of the sprinkler project is pending identification of the additional funding. Sumption addressed the sources for funding the project. In response to a question from Doyle, Maltaverne addressed the "high hazard" status of fire stations. Sumption reviewed the projects being presented for funding consideration and the contingency funding available. Maltaverne stated that fire stations should be identified as critical infrastructure noting their need during natural disasters. Discussion followed regarding the budgeted and actual sales tax revenues. In response to a question from Petersen, Maltaverne addressed the cost savings that would be realized by having the addition and sprinkler projects worked concurrently noting that Station #4 is the last substation to be sprinkled. Behlings encouraged support for the project noting that a private building would be required to provide the same level of sprinkled support. In response to a question from Doyle, Gorton addressed the necessity of the Minneluzahan project and the possible phasing of the project. Maltaverne voiced support for the sprinkler system and Minneluzahan projects based on the availability of contingency funding. Doyle voiced support for the bike path lighting project. Discussion followed regarding the options available for funding the sprinkler project. Motion was made by Petersen, second by Doyle and carried to recommend approval of \$33,640 from CIP Contingency for the Fire Station #4 Sprinkler System project.

Gorton presented the additional materials provided in association with the (No. CIP091611-3) **Minneluzahan Heating/HVAC Request**. Gorton indicated that all normal maintenance, interior and exterior, is the responsibility of the Minneluzahan. Sumption stated that the existing contract does not address responsibility for major repairs such as the HVAC request. Gorton reviewed the available maintenance and repair information noting that the annual maintenance contract was discontinued with the funds being held in reserve. Gorton advised that the maintenance contract did not cover equipment replacement noting the quotes received for replacement of the existing units. Gorton addressed the repetitive costs that would be experience with a phased project. In response to a question from Doyle, Sumption advised that the project would require bidding based on the quotes provided. Discussion followed regarding structuring the bid package to allow for alternates. Johnson suggested increasing the project costs to address contingency and bonding expenditures. Wolterstorff stated that based on the timeframe required to complete bid specifications, advertise the project and award the bid the project would not be in construction until FY2012. Discussion followed regarding identifying a funding source and evaluating the existing equipment to determine if any units are salvageable. Petersen voiced support for replacing all units in one project noting that the new units would be more energy efficient. Sumption advised that a funding source must be identified prior to bidding the project. Tech recommended identifying funding up to the bid limit with new quotes submitted specifying the units to be replaced. Sumption addressed the impact of the calendar year bid limit restriction on completion of the project. Johnson addressed the impact that weather would have on the project costs, noting that winter bids are usually higher. Sumption recommended establishing the funding source; secure the formal bids with a spring FY2012 construction date based on the assumption that the completed repairs will be sufficient until that time. Discussion followed regarding securing a specific funding amount now with additional funding identified should bids be unfavorable and the use of Council contingency as a bridge if required between bid award and final approval of the CIP funding allocation. Motion was made by Petersen, second by Davis and carried to recommend approval of \$70,000 from CIP Contingency for the Minneluzahan Heating/HVAC Request.

Motion by Nordstrom, second by Doyle and carried to continue (No. CIP091611-4) **Bike Path Community Partner Committee** to the November 18, 2011 CIP Committee meeting.

Cole presented the (No. CIP102111-4) **Update on Parks and Recreation CIP Fund**. Motion was made by Petersen, second by Nordstrom and carried to recommend transfer of \$22,000 from the Parks & Recreation CIP Contingency to the CIP IT Infrastructure for phone system upgrades to the Swim Center and Ice Arena and software technology upgrades to the Point of Sales system

There being no further business, motion was made by Nordstrom, second by Petersen and carried to **adjourn** the meeting, and it was noted that the next scheduled meeting is Friday, November 18, 2011 at 10:00 a.m. in the CSCA, 3<sup>rd</sup> Floor West Conference Room.