

## CAPITAL IMPROVEMENTS PROGRAM COMMITTEE MINUTES

City of Rapid City, South Dakota  
10:00 AM, Friday, September 21, 2012

Finance Officer Pauline Sumption called the meeting to order at 10:00 AM with the following committee members present: Aldermen: Charity Doyle, Ritchie Nordstrom, Jerry Wright, and Amanda Scott; Planning Commissioners: John Brewer; and City Staff: Public Works Director Terry Wolterstorff; and the following members arrived during the course of the meeting: None; and the following members were absent: Bonny Petersen, Linda Marchand, Brett Limbaugh and Lon VanDeusen.

Others present included: Assistant Finance Officer Mary Floto, City Engineer Dale Tech, Chief Accountant Tracy Davis, Compliance Specialist Amber Sitts, Fire Chief Mike Maltaverne, Community Resources Director Jeff Barbier, and Landscape Architect Alex DeSmidt.

The following items were added to the agenda:

- 7a Add \$130,000 from the Government Buildings Roof Replacement line item for the 16,000 square foot roof overlay on the building at 108 East Main, Chief Maltaverne.
- 7b An update on the Solar Bike Path Lighting project, Dale Tech.

Motion was made by Scott, second by Nordstrom and carried to adopt the agenda as amended.

Motion was made by Doyle, second by Nordstrom and carried to approve the minutes for August 17, 2012.

Davis presented the August Financial Reports and pointed out that August expenses were over \$1.7 million. She called attention to payments for Canyon Lake Drive, Street Rehabilitation, Pedestrian Facilities and Greenway, and Parking Lot Repair projects. In response to a question from Wright regarding the balance, Tech explained that several projects will be completed next year so funds will carryover. The funds are being spent, but there are often delays beyond control. All projects scheduled for 2012 are in design or construction. Wright said to keep Council advised on how they can help if there are delays due to staff and resources. Sumption also pointed out the report is a month in arrears. In response to a question from Scott, Sumption explained the status of some of the projects that are included in the Government Buildings budget. Wright said there are improvements that need to be done, which helps local economy, and he encouraged we get the projects completed as soon as possible. Sumption pointed out that there are staffing shortages, and it can difficult to get them out to bid. She said the funding source for staffing levels is different, and until we grow that, we will have this occurrence every year. Maltaverne mentioned that we have one project manager for Government Building projects, and Tech added that there has been talk of a facilities manager. Wolterstoff said that the projects are also spaced out so that the contractor work force is available. Discussion continued regarding projects that have not yet had funds expended in 2012, and it was mentioned that smaller projects can be designed in-house. Wright expressed interest in looking into design build, and Sumption agreed to check into this with the Attorney's Office. Wolterstorff offered to get a list of projects that Public Works may not get to this year.

Sitts presented the August Capital Plan for Streets, Drainage and MIP Projects calling attention to the increase in the South Valley Drive Extension project. She pointed out that funds were added to the budget based on a reimbursement from the Department of Transportation which was included in the most recent supplemental appropriation. Motion was made by Doyle, second by Nordstrom and carried to approve the Capital Plan for Streets, Drainage and MIP Projects.

Sumption presented the Pennington County Bond Payment for Evidence Building. She indicated she has been in conversation with Julie Pearson at the County, and they are anticipating the project to be done January 2013. The first payment will not be due until December 2013. She suggested continuing this item to the February 2013 CIP meeting. Motion was made by Brewer, second by Nordstrom to continue

Pennington County Bond Payment for Evidence Building to the February 15, 2013 CIP meeting. Sumption explained that she is hoping the funds can come out of the cash balance instead of CIP contingency. She pointed out that when this was first taken to Council she recommended paying for it out of the Vision fund contingency instead of CIP. Motion carried.

Motion was made by Doyle, second by Scott and carried to continue Adjustments to Park and Recreation CIP Five Year Plan to the October 19, 2012 CIP meeting.

Maltaverne explained that the property at 108 E Main Street needs a roof overlay. He requested \$130,000 from the Roof Replacement line item for this project. They would like to complete the project this year before winter weather. In response to a question from Scott, Maltaverne explained that design work and estimates were done by Fennell Design. Motion was made by Doyle, second by Scott and carried to acknowledge the request.

Tech addressed the Solar Bike Path Lighting project. He said the bid was approximately \$177,000, and so far there have been about \$4,000 of miscellaneous costs. Currently, they have half of the footings bored and about a third of them that have been poured. By the end of next week, all the borings should be done and concrete work will follow shortly after. He anticipates about 7 to 10 days after that the lights will be installed. A possible estimation for completion would be mid-October. Motion was made by Scott, second by Doyle to acknowledge the report. Brewer said the ribbon cutting will be held at dusk when complete, and he mentioned that there are still donations coming in. The public campaign raised approximately \$75,000. Wright requested a summary of any capital improvement projects, including Vision projects, CIP, etc. Sumption indicated each individual department head would need to be asked about their own structures. Discussion followed regarding revising the Financial Report and/or Streets, Drainage and MIP spreadsheet to be more clear about the status of the current projects. Motion carried.

There being no further business to come before the committee, motion was made by Scott, second by Doyle and carried to adjourn the meeting at 10:52 AM, and it was noted that the next scheduled meeting is Friday, October 19, 2012 at 10:00 AM in the CSAC 3<sup>rd</sup> Floor West Conference Room.