

CIP MEETING
CSAC/Third Floor West Conference Room
October 15, 2004

Finance Officer Jim Preston called the meeting to order at 10:00 a.m. with the following members present: Ron Kroeger, Karen Olson, Tom Murphy, Marcia Elkins, Ted Vore, Doug Lowe and Scott Nash.

Also present were City Attorney Jason Green and Administrative Assistant Jackie Gerry;

Elkins moved, second by Olson and carried to **approve the minutes** of September 17, 2004 noting the following changes: City Finance Officer Preston reviewed the financial reports in the **IDPF** (change to read: **CIP**) spreadsheet; and Kroeger moved, seconded by French and carried with Elkins voting NO to approve the **report and summary** (change to read **report and changes**) of the 2004 Capital Plan for Streets, Drainage and MIP Projects.

City Finance Officer Preston reviewed the **financial reports** covering expenditures through September 31, 2004.

Acting Public Works Director Vore reviewed changes in the **2004 Capital Plan for Streets, Drainage, MIP Projects** proposed for October, 2004 explaining the reduction in the Milwaukee Street Mill & Inlay project to reflect the final project cost; and the increased project cost to reflect the bid amount plus the construction contingency. It was noted that \$25,000 was transferred from the CIP Contingency for the project per Council action of October 4, 2004. Nash moved, seconded by Olson and carried to approve the report and changes of the 2004 Capital Plan for Streets, Drainage and MIP Projects.

Elkins moved, seconded by Kroeger to continue the discussion of Tower Road to the November 19, 2004 CIP meeting. It was agreed Acting Public Works Director Vore would gather information on what happen to funding in the Five-Year Plan. Motion carried.

City Finance Officer Preston reviewed the **DCA Charges** allocated to Streets and Drainage, Government Buildings, and Parks and Recreation explaining the 2005 figures is based on the previous year's actual costs plus a three percent increase. The method of applying the DCA Charges was debated. Elkins moved, seconded by Nash to establish the DCA Charges at 14.35 percent of the budgets for Streets and Drainage, Government Buildings, and Parks and Recreation for the future, beginning January 1, 2005. Motion carried.

Olson moved, seconded by Elkins and carried to continue the **Cemetery Fence Report** to the November 19 CIP meeting.

Nash moved, seconded by Murphy and carried to acknowledge that \$25,000 from **CIP Contingency** for the Signal Drive Overlay was approved by Council.

City Finance Officer Preston provided the Committee with a new format for the **Capital Plan for Projects by Department and Funding Source**. It was suggested an index be

prepared to assist in locating project in the report; and perhaps sorting the information in the report by funding source. Vore moved, seconded by Murphy and carried with Elkins voting NO to adopt the new reporting format.

There being no further business meeting adjourned at 11:00 A.M.; and it was noted the next scheduled meeting was set for November 19, 2004 at 10:00 A.M.; and that City Finance Officer Preston would not be able to attend the meeting.