

CAPITAL IMPROVEMENTS PROGRAM MINUTES  
C/SAC -- 3<sup>RD</sup> FLOOR, WEST CONFERENCE ROOM

FEBRUARY 17, 2006

Finance Officer Jim Preston called the meeting to order at 10:00 A.M. with the following Committee members present: Aldermen Malcom Chapman, Karen Olson and Deb Hadcock; Planning Commission member Doug Andrews; and City staff members Growth Management Director Marcia Elkins, Engineering Project Manager Dan Coon (proxy); and Parks & Recreation Director Jerry Cole. Others present included: Operations Management Engineer Rod Johnson, Accounting Coordinator Tracy Davis and Administrative Assistant Jackie Gerry and Steve Brenden.

Andrews moved, second by Hadcock and carried to approve the **minutes for January 20, 2006**.

Finance Officer Preston noted there are no **Financial Reports for January, 2006** for review.

Engineering Project Manager Coon noted there is no update of the **Capital Plan for Streets, Drainage, MIP Projects for February, 2006**, as staff is unable to reconcile the cash balances.

Engineering Project Manager Coon presented a revised **2006 Public Improvements Project List**, explaining this list contains the projects that will be undertaken by the Public Works Department and Engineering Services. On a quarterly basis, Coon indicated this Public Improvements Project List will be presented to the Public Works Committee and City Council. Coon pointed out the added projects and explained that they are associated with the 2012 program. He also explained that the list reflects projects funded by Streets, Drainage, MIP Projects, Sewer, Water and Parks & Recreation. Coon proposed that the 2006 Public Improvements Project List become part of the CIP Committee process, to be forwarded to the Council for acknowledgement or approval. Alderman Hadcock asked that staff place this report in the Council's mailboxes for their review, and any Council member having questions may contact the staff of the Public Works Department. Alderman Hadcock suggested no formal presentation is needed.

Hadcock moved, second by Olson and carried to place the 2006 Public Improvements Project List in the Council's mailboxes for their review.

Engineering Project Manager Coon presented a **proposed 2012 Project List** reminding the members of the process of presenting projects to the 2012 Committees. He explained that the 2012 Project List was developed from the 2012 Project List proposed by the City Council. Coon indicated the list includes the East North Street reconstruction project and explained that this project can be funded from CIP and DOT Road Swap monies. He indicated that no 2012 funding is suggested for this project. Coon also indicated that the list of projects is dependent on cash flow. Responding to a question from Alderman Hadcock about grant programs to help fund projects in the downtown area, Growth Management Director Elkins reported, years earlier, a Business Improvement District was proposed, which was not well received and did not come to realization. Parks & Recreation Director Cole reported that if a project included a bike path corridor, there may be recreation grants available. Responding to a question from Alderman Olson about the School Zone Flashers, Coon explained that these projects may begin in 2006 but may not be completed in the same year.

Olson moved, second by Andrews to approve the 2012 Project List as presented, and directed that the 2012 Project List be presented to the Public Works and Legal & Finance Committees for action. Alderman Chapman seen this presentation for Council action as problematic, explaining each Committee could recommend differently. Substitute motion was made by Elkins, second by Hadcock

to approve the 2012 Project List, and directed that the report on the 2012 Project List be only at the Legal & Finance Committee. Motion carried.

Finance Officer Preston outlined the **CIP Budget Schedule** to the members, explaining that on March 17 the Committee would review the 5-Year Plan and proposed FY2007 Budget for Streets and Drainage, Parks and Government Buildings. April 21 the Committee will approve the 5-Year Plan and FY2007 Budget and submit it to the Mayor. July 27 the 5-Year Plan and FY2007 Budget will be submitted to the Planning Commission, and July 2006 the City Council will review the plan and budget.

Preston distributed and briefly reviewed the **Cash Flow Analysis** noting this is being presented with the qualification that it is subject to change. Preston pointed out the \$350,000 Contingency, the Debt Service, the \$150,000 for fire vehicles, and the \$700,000 reserved each year for projects; and mentioned, that historically, \$1 Million is kept in reserve.

Andrews moved, second by Chapman and carried to continue **the funding for fire station, park maintenance building and golf maintenance building** to March 17, 2006 CIP Committee meeting.

Parks & Recreation Director Cole explained that the **Canyon Lake Park Road Project** was presented before the February 14, 2006 Public Works Committee meeting. Cole asked if funding is available through the Capital Improvements Program for a project. Cole outlined the options that would limit access and safely guard the public's access to Canyon Lake Park. Option 1 – includes barriers around all ponds seen as a hazard to the driving public, installing signs along the roadway, and gating the entrances to bar vehicle traffic during bad weather. Option 2 – includes the removal of the roadway between Park Shelters 2 & 3 and planting grass in this area, install pavement markings to delineate two-way traffic and construction of a turn-around in the vicinity of Shelter 2. Shelter 3 would have access from only Park Drive. He pointed out the parking lot at Shelter 3 will need to be reconstructed for ingress and egress to Park Drive. The entrances would be gated for closure in the evenings and during bad weather. Cole indicated Option 2 is recommended.

Elkins moved, second by Olson to allocate \$48,000 from CIP Contingency to fund Option 2 for the Canyon Lake Park Road Project. Steve Brenden noted his concerns with the flow of traffic through the park and indicated this is a safety issue. Brenden suggested installing speed bumps and gating the entrances. In response to a concern expressed by Alderman Hadcock about the traffic, Cole explained that two-way traffic causes traffic to slow. Substitute motion was made by Olson, second by Hadcock to continue the Canyon Lake Park Road Project to the March 17, 2006 CIP Committee meeting to allow an opportunity for a more in-depth review of the options. Growth Management Director Elkins asked for support of the original motion and pointed out that this project is being presented to the City Council on February 20<sup>th</sup>. At this time, Alderman Olson withdrew the substitute motion. Upon a vote being taken on the motion to appropriate \$48,000 from CIP Contingency, motion carried.

There being no further business, the meeting adjourned at 11:05 A.M.; and it was noted the next scheduled meeting is set for March 17, 2006 at 10:00 A.M.