

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

JUNE 16, 2006

Growth Management Director Marcia Elkins called the meeting to order at 10:00 A.M. with the following Committee members present: Aldermen Tom Johnson, Ron Kroeger, Karen Olson, and Malcom Chapman; Planning Commission member Doug Andrews; and City staff members Assistant Finance Officer Coleen Schmidt (proxy); Assistant Public Works Director Ted Vore (proxy); and Parks and Recreation Director Jerry Cole. Others present included: Operations Management Engineer Rod Johnson; and Administrative Assistant Jackie Gerry. Guests included Don Holloway, Pennington County Sheriff, Doug Austin, City / County Drug & Alcohol Program, and Steven Brenden.

Andrews moved, second by Kroeger and carried to approve the **minutes** for May 19, 2006.

Assistant Finance Officer Schmidt indicated the only changes to the **Financial Reports** for May 2006 were the inclusion of expenditures. Kroeger moved, second by Andrews and carried to acknowledge the report.

Assistant Public Works Director Vore reviewed the **Capital Plan for Streets, Drainage, MIP Projects** for June, 2006 explaining that the 43rd Court water main reconstruction project is moved to FY2007; an increase in the Creek Drive bridge replacement project to reflect the latest estimate; the addition of Franklin Street reconstruction to reflect a contract amendment, although project is complete; the addition of Downtown Banner poles per Council direction of June 5, 2006. Vore noted the banner pole project was inadvertently listed under drainage projects, and will be correctly listed in the July report. The Soo San Drive box culvert project is increased to reflect the bid award, and the United Field drainage project is increased to reflect the bid award. Vore briefly reviewed the Capital Plan, 2007 through 2011 Summary for June 2006 noting the change in funding for the Minnewasta Street utilities. Vore reported that the bids for the Lemmon Avenue reconstruction project will be presented to the Council with a recommendation to award. He indicated the project will be over-budget by an estimated \$146,000. He suggested the Farnwood / Rapp / Anamosa intersection improvement project be moved to FY2007 because of the right-of-way acquisition. Andrews moved, second by Olson to approve the Capital Plan for Streets, Drainage, MIP Projects for June, 2006; moving the Downtown Banner poles from the drainage line item to the streets line item, and the recommendation to move the Farnwood / Rapp / Anamosa intersection improvement project to FY2007. Substitute motion was made by Johnson, second by Chapman to approve the Capital Plan for Streets, Drainage, MIP Projects for June, 2006, as reported. Motion carried.

Elkins reminded the members that the **Potential Sales – City Owned Land** comes forward because of a continuation motion by the Committee. Schmidt outlined the properties for potential sale as the Wally Byum property along Hwy 44; Lots 1, 3, 4, and 5 of the Owen Hibbard Subdivision along Hwy 16 in the vicinity of the fire station; Tyler property along Hwy 44 acquired for its water rights; and the Lytle property, which the Lytles' retain in a life-estate as long as either is living. Johnson moved to table. No second

was offered, and the Chair declared the motion died for lack of a second. Kroeger moved, second by Chapman to continue this item to the August Capital Improvements Committee meeting. Motion carried.

Sheriff Don Holloway and Doug Austin, City / County Drug & Alcohol Program brought forward a request for funds for repairs to the **Friendship House for a roof replacement project and the installation of a sprinkler system**. Holloway explained that the Friendship House is a halfway house; owned by the City and leased to the County; and used by the Drug & Alcohol Program. Holloway reported the number of clients served by the program, and suggested the client numbers will increase because of methamphetamine use. He indicated that the funds to support the program come from the State alcohol program; and that there is a limit to the funding. He reported that since moving the program into the Friendship House, they have maintained the building, replacing a door, repairing the plumbing, and replacing the flooring. Holloway reported that the roof is leaking; explained that they received a quote of \$8,100 to replace the shingled roof; and indicated that this repair is most urgent. Holloway also explained that the Fire Department allowed the program to use the Friendship House contingent upon a fire sprinkler system being installed; and indicated that it is estimated to cost \$32,500 to install the sprinkler system, and they must have a plan in place within the next two years.

In response to a question from Assistant Finance Officer Schmidt about whether the County will share in the expense of the roof repair and fire sprinkler installation, Holloway indicated that he had not approached the County. He indicated to the members that the Friendship House is operated separate from the City & County alcohol program. Responding to a concern from Alderman Chapman about the age of the structure and whether the program would consider relocating, Holloway answered in the affirmative that they would move if another building was available; but they could not go to the private sector to rent. Alderman Olson indicated that improvements are being made in this area, and questioned whether this is the neighborhood to be located. Alderman Johnson indicated that, for the short-term, this is the location; that it is the responsibility of the City to maintain the building; and the City can ask the County to share in the expense.

Growth Management Director Elkins explained to the members that, because of the floodplain issues, this building can not have basement living quarters or kitchen facilities to prepare meals. Elkins indicated that a building permit will be needed, and that there is a limit in the dollar amount when addressing improvements to existing structures located in the floodplain.

Andrews moved, second by Olson to appropriate \$8,300 from CIP Contingency for the Friendship House roof replacement project. Responding to questions about the roof replacement line item, Operations Management Engineer Johnson explained that all roof replacement funds are committed to other projects slated for completion in the fall; and suggested it was more appropriate to have a separate project. Motion carried.

Elkins suggested to the members that the Friendship House fire sprinkler system be considered for the FY2007 Government Buildings budget discussion.

There being no further business, the meeting adjourned at 10:35 A.M.; and it was noted the next scheduled meeting is set for July 21, 2006 at 10:00 A.M.