

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

SEPTEMBER 21, 2007

Finance Officer Preston called the meeting to order at 10:00 A.M. with the following Committee members present: Aldermen Ron Weifenbach, Deb Hadcock, Karen Olson, and Lloyd LaCroix; Planning Commission member John Brewer; and City staff: Growth Management Director Marcia Elkins, Public Works Director Dirk Jablonski; and Parks & Recreation Director Jerry Cole. Others present included: Project Manager Dan Coon, City Engineer Robert Ellis, Project Manager Rod Johnson, Mayor Alan Hanks, Accounting Coordinator Tracy Davis, Recreation Director Doug Lowe, Project Administrator Rodell Grosz, and Administrative Coordinator Jackie Gerry.

Elkins moved, second by Hadcock and carried to **approve the minutes** for August 17, 2007.

Preston reviewed the **Financial Reports for August, 2007** pointing out the payments for Debt Service for a bond issue and projects for streets and drainage; and noting the contingency balance.

Coon outlined recent changes in the **Capital Plan for Streets, Drainage, MIP Projects for September, 2007** as an increase in cost for the downtown alleys reconstruction for colored pavement; an increase to reflect two change orders for the downtown area improvement phase one project; and a cost revision to reflect the bid award for the Elk Street drainage improvement project. Coon indicated that the Farnwood / Rapp / Anamosa intersection improvements programmed for FY2007 Capital Plan for Street, Drainage and MIP Projects will be funded by the project developer. He explained that the Skyline Drive reconstruction project is added and the cost is for professional services to develop a conceptual design in order to seek Federal funds. Coon pointed out the balance for the 8910 Streets Budget indicating an increase of \$16,346 resulting from the transfer from Council Contingency and private donations. Coon outlined changes in the drainage portion of the program as a revision to the project costs for the Elk Street drainage improvement project to reflect the bid award; a reduction in the project costs for South Robbinsdale channel improvements to reflect the City's final cost and cost sharing with the developer; and an increase in project costs to reflect final project costs for the East Blvd railroad crossing. Coon indicated there are no changes in the five-year plan and staff will begin the process of evaluating future projects. Coon noted the positive cash balance in the Capital Plan Summary. Elkins moved, second by Olson and carried to approve the Capital Plan for Streets, Drainage, MIP Projects for September, 2007.

Olson moved, second by Elkins and carried to continue the **Guiding Principles for Capital Improvements Program** (CIP) to the October 19, 2007 Capital Improvement Committee meeting.

Olson moved, second by Elkins and carried to continue the **Government Buildings Five Year Plan for 2009 – 2012** to the October 19, 2007 Capital Improvement Committee meeting.

Project Administrator Grosz reported that he received a quote from KT Connections in the amount of \$2,300 for the **City/School board room podium remodel** to make the podium ADA accessible. He reminded the members that at the suggestion of the Committee he was asked to

obtain quotes for an entirely new podium unit that would meet ADA requirements. Grosz indicated he received a quote from KT Connections in the amount of \$106,000 for a unit that is excessively long; and the cost includes rewiring the Chambers for the new podium. He explained the remodel of the existing podium included a table-top that could be raised or lowered when it was needed, and the remodel would meet ADA requirements. Elkins moved, second by Olson to approve the \$2,300 for the City/School board room podium remodel to make ADA accessible. Grosz, responding to Alderman Hadcock about the need for more work space in the center of the podium, indicated his willingness to visit with staff about their needs at the podium and possibly revise the project scope. Substitute motion was made by Hadcock, second by LaCroix to request staff to review other options for the podium. Elkins offered support for a table-top that could be folded out when needed; and suggested there was enough work space on the podium. Upon a vote being taken on the substitute motion, motion carried with Jablonski, Elkins and Preston voting NO.

Ellis reminded the Committee of the discussion about the South Dakota Department of Transportation's project to improve **Elk Vale Road north of Interstate 90** and a request from two adjacent developers asking the City to improve an additional 1,000 feet and each developer offering \$100,000 to contribute towards the improvement. Ellis reported visiting with the City of Box Elder, who has indicated that they have no interest in sharing in the cost of the road improvement. Ellis shared with the Committee, a letter from the developers, requesting the additional 1,000 feet of roadway improvement on Elk Vale Road north of I90. Ellis indicated that the City will need to identify a funding source for the \$140,000 road improvement project. Ellis, responding to questions from Aldermen Hadcock and Olson, indicated that each year the land develops in this area, the priority for this particular roadway increases; and because the SDDOT is already working in this area the scope of their existing project can be modified to include the additional roadway improvement. In response to a question from Alderman LaCroix about a funding source, Coon indicated that because the Farnwood project is dropped from 8910 Streets Budget the funding could be identified for the north Elk Vale road improvements. LaCroix moved, second by Hadcock and carried to approve the Elk Vale Road improvements (north of Interstate 90); and funding from the 8910 program of the FY2007 Streets, Drainage, and MIP Projects and private donations of \$200,000 from developers Bradsky and Tlustos.

Ellis reported that **St. Charles Street** warrants consideration for water, sewer and street reconstruction. He indicated this project could be included in the Streets, Drainage and MIP Projects five-year plan for 2014. Hadcock moved, second by LaCroix and carried to continue to the October 19, 2007 Capital Improvement Committee meeting.

Hadcock moved, second by LaCroix and carried to continue the **Meade Drainage Basin Improvement Update** to the October 19, 2007 Capital Improvement Committee meeting.

Cole reported the following companies submitted bids for the **Structure Repair - Meadowbrook Golf Course Project No. PR07-1674** opened September 11, 2007: Heavy Constructors, Inc., J. V. Bailey Co., Inc., and Corr Construction Services, Inc. He indicated the Engineer's Estimate for this project is \$35,636 and the budget is \$50,000 less \$12,400 for DCA costs. Cole explained that based on the bids, an additional \$15,000 in funding is required for the project. Cole asked for authorization to re-allocate \$15,000 from the completed Swim Center Locker Room project to the Structure Repair - Meadowbrook Golf Course Project No. PR07-1674; explaining that the carpet replacement project is complete. Hadcock moved, second by LaCroix

and carried to approve the re-allocation of \$15,000 from the Swim Center Locker Room project to the Structure Repair – Meadowbrook Golf Course Project No. PR07-1674.

Cole reported receiving applications for the second round of the **2007 Sports Facility Partnership Fund** and explained that the Parks & Recreation Advisory Board reviewed the submittals and recommends the following projects for approval for funding from 2007 Sports Facility Partnership Fund: Harney Little League fence relocation in the amount of \$9,000 and American Legion Post 320 stadium upgrade in the amount of \$20,838.25; whereupon LaCroix moved, second by Olson and carried to approve.

Elkins moved, second by Jablonski and carried to **acknowledge the action of the Council** to approve a settlement with Walgar and fund the \$230,000 settlement from the Capital Improvement Program contingency.

There being no further business, the meeting adjourned at 10:55 A.M., and it was noted the next scheduled meeting is October 19, 2007 at 10:00 A.M. in the C/SAC 3rd Floor west Conference Room.