

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

February 15, 2008

Finance Officer Preston called the meeting to order at 10:00 A.M. with the following Committee members present: Aldermen Ron Weifenbach, Karen Olson, Lloyd LaCroix, and Malcom Chapman; and City staff: Growth Management Director Marcia Elkins; Parks and Recreation Director Jerry Cole; and City Engineer Robert Ellis (proxy). Others present included: Project Managers Dan Coon and Rod Johnson, Mayor Alan Hanks, RTS Manager Rich Sagen, Accountant Tracy Davis and Administrative Coordinator Jackie Gerry.

Elkins moved, second by Chapman and carried to approve the **minutes for January 18, 2008**.

No **Financial Reports** for January, 2008 were available.

At the request of Mayor Hanks, Chapman moved, second by Weifenbach to continue the discussion on the **Visitor Information Center** roof repair to the March 28, 2008 CIP Committee meeting. Motion carried.

Project Engineer Johnson addressed the **Milo Barber Transportation Center Improvements** explaining that the facility was built in 1982 and now faces ADA issues with the restrooms and problems with the mechanical systems. He reminded the members that Lee Gieger was recruited to inspect the facility, develop a scope of work, and prepare a budget for a possible renovation project. Johnson indicated that Gieger prepared a budget of \$1 Million with a ten percent contingency for a total of \$1.25 Million to address the issues and problems of the MBTC. RTS Manager Sagen reported that the South Dakota Department of Transportation is interested in participating in a possible renovation project, using federal transportation dollars available to the State. Sagen indicated that the City will need a \$250,000 match. He also pointed out that there are some constraints regarding this available funding. He explained that the City would need to negotiate a contract for the renovation and encumber the contract cost in 2009 in order to use the monies that were available in 2007. Sagen indicated that the State would look favorably upon the City, if the City would move forward with efforts to develop a renovation project. He also indicated that the State would consider other projects in the State if the City does not move forward soon. Responding to questions from Alderman Olson, Preston indicated that no funds have been identified, but that there are some funds remaining from a previous project for the MBTC and the Committee could also consider using funds from CIP Contingency. Sagen reminded the members that this facility was originally constructed using federal dollars and the facility must continue to be use for transportation purposes. If the facility is used for other purposes, leased or demolished, the City will be required to reimburse the federal government those dollars used to construct the building. He also indicated that the land was also donated in perpetuity for use by the transportation system. Elkins moved, second by Weifenbach that the Milo Barber Transportation Center improvements project be included in the Government Buildings 5-Year Plan that will be considered at the March 28, 2008 CIP Committee meeting. Motion carried.

(Information only) Ellis addressed the **Skyline Drive restoration** reporting that Stanley Consultants has been hired to prepare a preliminary design and cost estimate for a project that would extend from Tower Road to the Dinosaur Park, ending on Quincy Street. He indicated

that the project entailed the reconstruction of a two-lane roadway with pedestrian features, guard rail and reconstruction of the walls. Ellis indicated that this phase of the project is estimated at \$12 Million. Ellis reported receiving a letter from Representative Herseth Sandlin, who expressed interest in helping Rapid City obtain federal funding for a project to restore Skyline Drive. Ellis indicated that there is a potential to receive a federal grant, but that the City would need to provide a twenty percent match. Alderman Chapman explained that several of the Council members will attend the National League of Cities meeting in Washington, D.C.; and while in D.C., they and the South Dakota congressional delegates will host a presentation of Rapid City's projects.

Chapman moved, second by LaCroix and carried to continue the discussion on **Guiding Principles for Capital Improvements Program** (CIP) to the March 28, 2008 CIP Committee meeting.

Preston distributed the **CIP Budget Schedule** and indicated that the **CIP Cash Flow Analysis** spreadsheet is not available at this time. Chapman moved, second by LaCroix and carried to continue the discussion to the March 28, 2008 CIP Committee meeting.

Parks & Recreation Director Cole recommended the following **2007 CIP Funds and projects** be carried forward: College Park - \$34,041; Vickie Powers Park Playground Improvements - \$100,000; Park Signage - \$95,508.71; Canyon Lake Drive Irrigation Project - \$24,000; Halley Park Improvements - \$49,107; Omaha Corridor Enhancement Project, Memorial Park South - \$298,000; Contingency - \$116,766.10; Sports Facility Partnership Fund - \$77,814.59; Parkland Acquisition - \$116,607; Robbinsdale Park Restroom Renovation - \$175,000; Meadowbrook Golf Course bridge renovation - \$58,387.66; Parkview South Master Plan and construction - \$173,674; Skyline Wilderness Area Master Plan - \$17,000; and Canyon Lake Park Lighting, master plan - \$30,000; for a total carry-forward for 2008 in the amount of \$1,365,906.06. Cole indicated that several of the listed projects are near completion and payments are outstanding. Olson moved, second by LaCroix and carried to approve the Parks & Recreation 2007 CIP Funds Carry-over.

Cole presented the **Parks and Recreation Five-Year Plan for FY2009 – FY 2013** and indicated that the Parks and Recreation Advisory Board had adopted the Five-Year Plan. Cole noted two additional projects in FY2008, funded from Contingency, and outlined those projects as carpet replacement and deck repair/replacement at the Meadowbrook Golf Course. In FY2009, Cole indicated that the golf course tarps for the greens will be purchased. Cole also noted that the Landscape Architect position is funded each year from the Parks and Recreation capital plan, but that the DCA Charges are not reduced. Alderman Olson indicated her concern about the DCA charges not being reduced since the Landscape Architect is being hired to do in-house design of the parks projects. After discussion of how the DCA charges are used, Elkins suggested the DCA charges could be reduced over a period of years. Elkins moved, second by Olson to approve the Parks and Recreation Five-Year Plan for FY2009 – FY 2013; and monitor the issue of the DCA charges. Motion carried.

Preston requested \$6,500 from CIP Contingency for a **remodel project in the Finance Office**. He explained that the office's storage area is to be converted for office space. Chapman moved, second by Weifenbach and carried to approve the Finance Office remodel project for \$6,500 from CIP Contingency.

Responding to a question from Preston, Ellis indicated that the 100 Block, East Saint Andrew is included in the Robbinsdale, Phase 2 project in FY2008, but that two more blocks of East Saint Andrew may need to be include in the Five-Year Plan and that this will come forward in the next recommendation to update the plan.

Preston indicated that staff is researching the possibility of funding IT improvements in the amount of \$550,000 from the Capital Improvements Program.

Olson moved, second by Chapman to set the next CIP Committee meeting for March 28, 2008 at 10:00 A.M. Motion carried.

There being no further business, the meeting adjourned at 10:55 A.M.; and it was noted the next scheduled meeting is March 28, 2008 at 10:00 A.M. in the C/SAC, 3rd Floor West Conference Room.