

CAPITAL IMPROVEMENTS PROGRAM COMMITTEE MINUTES

City of Rapid City, South Dakota

Friday, November 16, 2012

Finance Officer Pauline Sumption called the meeting to order at 10:00 A.M. with the following committee members present: Aldermen: Charity Doyle, Ritchie Nordstrom, and Bonny Petersen; Planning Commission: Linda Marchand; and city staff: Public Works Director Terry Wolterstorff, Community Planning and Development Services Director Brett Limbaugh and Interim Parks Division Manager Lon VanDeusen; and the following members arrived during the course of the meeting: Jerry Wright and Chad Lewis; and the following were absent: Amanda Scott and John Brewer

Others present included: Chief Accountant Tracy Davis, City Engineer Dale Tech, Compliance Specialist Amber Sitts, Fire Chief Mike Maltaverne, Landscape Architect Alex DeSmidt and Administrative Coordinator Sharlene Mitchell

Motion was made by Nordstrom, second by Petersen and carried to **adopt the agenda**.

Motion was made by Doyle, second by Nordstrom and carried to **approve the minutes** of the October 19, 2012 meeting.

Davis presented the (No. CIP111612-01) **Financial Reports** calling attention to the expenditures for the Elm Avenue, Jackson Boulevard Utilities, Street Rehabilitation and Bike Path Lighting projects.

Sitts presented the (No. CIP111612-02) **Capital Plan for Streets, Drainage, MIP Projects** calling attention to the funding decrease for the Canyon Lake Drive project, the funding increase for the Minnekahta Drive design contract, the rescheduling of the Robbinsdale design project to FY2013. Sitts noted the addition of the East Anamosa Street Pedestrian Crossing to the Five Year Plan and the overall positive balance of the plan. In response to a question from Nordstrom, Tech advised that all projects are on or ahead of schedule. Tech advised that the Elm Street project will be completed on schedule with the exception of the emergency water main project. Motion was made by Nordstrom, second by Marchand and carried to approve the report.

VanDeusen presented the (No. CIP111612-03) **Re-allocation request of Parks and Recreation CIP Funds for Founders Rock Preservation Project and Sweet Creek Trail Design**. VanDeusen advised that the funding reallocation will address the scanning of the Founders Rock formation and the design of the Sweet Creek Trail through the Deadwood Avenue drainage. In response to a question from Petersen, VanDeusen addressed the extent of the Founders Rock archival project. Discussion followed regarding protection, preservation and reproduction of the Founders Rock. Wright commented on the protection of the Oregon Trail ruts and Register Cliff at Guernsey, WY and encouraged the implementation of similar protection efforts to protect the Founders Rock from vandalism. VanDeusen addressed the need to authenticate the site noting that ancient rock drawings are also found throughout the entire rock formation. VanDeusen advised that the State and local historic preservation groups are studying the site. Petersen addressed her participation in the meetings regarding preservation of the site noting that she would advise Wright of the next meeting date. In response to a question from Doyle, VanDeusen advised that site authentication would not be included in the scanning project. DeSmidt addressed the use of the end product from the 3-D laser scan noting that site authentication is beyond the scope of the project. DeSmidt recommended that site authentication be deferred to the State. Discussion followed regarding authentication of the site. VanDeusen recommend that site authentication be directed to experts in this field of work. Nordstrom recommended that VanDeusen research the availability of grants to fund the site authentication project. In response to a question from Petersen, VanDeusen addressed the studies conducted on the site and the efforts to protect the rock drawings. Motion was made by Petersen, second by Marchand and carried to approve reallocation of the Parks & Recreation CIP Funds as follows: \$10,000 to the Founders Rock Preservation Project and \$31,458 to the Sweet Creek Trail Design project.

VanDeusen presented the request to (No. CIP111612-04) **reallocate the \$100,000 Shade Structure funding in the Government Buildings CIP Fund.** VanDeusen addressed the projected cost of the shade structures and the staff recommendation for the balance of the funding. Discussion followed regarding the correct classification of the proposed expenditures. In response to a question from Petersen, VanDeusen advised that the video surveillance is a safety issue and would be implemented to observe the facilities after hours and at night. Maltaverne addressed the use of video surveillance in addressing a prior incident where the pools were accessed after hours. Sumption identified the requested items that do not fall within funding limits of the capitalization policy. In response to a question from Doyle regarding the reallocation request, VanDeusen recommended that the request be continued to allow the requested projects to be reviewed under the capitalization policy. Motion was made by Lewis, second by Petersen to continue the reallocation request to the December meeting. Wright suggested that, with the exception of the shade structures, the requested items should be addressed in the operating budget. In response to a question from VanDeusen, Sumption advised that the CIP Committee approves the Five Year Plan requiring all changes to the plan to be reviewed by the Committee. In response to a question from Wright, Sumption addressed the funding limits of the capitalization policy. Wolterstorff recommended that the available funding be directed to energy upgrades of the Parkview pool lighting. VanDeusen clarified that the request is to install lighting noting that currently there is no lighting at the site. Discussion followed regarding the use of CIP funds for video surveillance projects, the use of video surveillance by the Fire and Police departments and the city wide maintenance and storage of video surveillance materials. Nordstrom recommended that a video surveillance report be provided at the December meeting. Maltaverne addressed the discussions with IT regarding the centralization of city video surveillance materials. The motion to continue carried.

Sumption presented the (No. CIP111612-05) **Energy Efficiency** report for the committee's review and consideration of the projects not funded from enterprise funds. Wolterstorff addressed his work with the Department Directors to clarify the status of the identified energy projects noting that a report would be presented at the December meeting. Wright clarified the council direction with regard to the presentation of energy conservation projects during the annual budgetary process. Discussion followed regarding the energy project recommendations. Motion was made by Doyle, second by Nordstrom and carried to acknowledge the report.

There being no further business to come before the committee, motion was made by Doyle, second by Marchand and carried to **adjourn** the meeting at 10:38 a.m., and it was noted that the next scheduled meeting is Friday, December 21, 2012 at 10:00 a.m. in the CSAC, 3rd Floor West Conference Room.