

CAPITAL IMPROVEMENTS PROGRAM COMMITTEE AGENDA  
City of Rapid City, South Dakota

C/SAC -- 3rd Floor, West Conference Room  
10:00 A.M., Friday, October 16, 2009

Finance Officer Jim Preston called the meeting to order at 10:00 A.M. with the following Committee members present: Aldermen Malcom Chapman, Ron Kroeger and Karen Gundersen Olson; and City staff: Development Services Coordinator Bob Dominicak, Parks Division Manager Lon VanDeusen. Others present included Compliance Specialist Toni Broom, Chief Accountant Tracy Davis, Landscape Architect Randy Lyons, Engineering Project Manager Stacey Titus and Administrative Coordinator Amber Sitts. The following members arrived after the meeting was called to order: Public Works Director Robert Ellis.

Motion was made by Chapman, second by Dominicak and carried to **approve the minutes for September 18, 2009.**

Davis briefly reviewed the changes to the **Financial Reports** noting changes to the 44<sup>th</sup> Street and West Main Intersection project, Street Rehabilitation, and Omaha Street Corridor Enhancement project.

Broom addressed the **Capital Plan for Streets, Drainage, MIP Projects** and pointed out changes to Downtown Alleys, Elm Avenue final, Elm Avenue Reconstruction, 5<sup>th</sup> Street Crossing and 1<sup>st</sup> Street Outfall. She also indicated that there are no changes to the five year plan, and the summary shows they are still in the black at the end of 2014. Responding to Olson, Titus further explained the Elm Avenue project, and he said the engineer was selected for four phases to promote consistency and efficiency. They asked to move funds from phase 4 to 3 due to some slight changes, but the overall agreement is the same bottom line. Motion was made by Olson, second by Kroeger and carried to approve the Capital Plan for Streets, Drainage, MIP Projects for October 2009.

Chapman addressed the **Prioritization of Capital Improvements**. He said there should be some priority for requests, and he pointed out the criterion that was discussed in 2007. This criteria was public safety, widespread benefit and cost benefit ratio, how long on the unfunded list, other funding sources, ability to find another funding source and continuing funding needed (ongoing versus new programs). He asked that new requests are compared to everything else already on the list. It was indicated that the criterion were not officially adopted. Olson stated that she would be comfortable approving them so that there are official criteria. She also discussed prioritization and said the criterion should not preclude flexibility. Chapman offered to bring a list of guidelines to the next meeting. Kroeger pointed out that many requests not funded by CIP do get resolved one way or another. Preston reiterated that it is good for the committee to remain flexible. Motion was made by Olson, second by Chapman and carried to continue the discussion on Prioritization of Capital Improvements to the November 20, 2009 CIP meeting.

It was indicated that the **CSAC Roof Replacement** project will cost approximately \$350,000 with the City's cost being \$210,000. Titus explained that there is \$163,000 for roof replacement in Government Building, and in 2010, there is \$150,000 under roof replacement. The preference by the Public Works Director is to decrease the 2010 funding by \$50,000 and move it to 2009 to cover the City's portion of the project. The other option would be to look at other expenditures in 2009 and come up with the funds by looking at multiple projects and costs. Olson and Chapman expressed concern about what roofs might not get done in 2010 if the funds are moved. Preston briefly explained the funds in CIP, and he said to make this work we would need to utilize funds from the CIP balance to fund the project with the understanding the roof replacement would be reduced by \$50,000 next year. It was indicated that we must have a funding source in order to enter into a contract. Preston also mentioned that the insurance company will not cover the repairs just because the roof wore out. The intent is to try to proceed with this project in 2009 to avoid further damage. Chapman said his preference would be to take all of the funds

from roof replacement, and if need we have another \$50,000 need, then we could look at contingency in 2010. Preston said the schools want us to upfront the cost so we need to find \$353,000 with the understanding that the school will reimburse. As soon as contact awarded and work done, we would submit a request to the school for funds. Kroeger pointed out that this leak is causing damage and other roofs are not. Motion was made by Chapman, second by Olson, to authorize proceeding with the CSAC roof repair for a total of \$353,000 with \$163,000 from CIP Government Buildings roof repair and the remainder from the balance in the CIP fund, submit a bill to schools once complete and bring forward a recommendation in 2010 to replace the funds. Preston indicated that this topic should be added to the January CIP meeting, and he asked that Public Works bring a list of roof repairs to the next meeting. Motion carried.

It was indicated that if the committee wants the **West Main Street Reconstruction** project to occur in 2010 they can do it, but it will move a lower priority project. Chapman said he understands the urgency to complete the project but said there are other areas in town similar to that. He asked if we looked at these other areas to determine which is most critical. He then recommended that Public Works come back with a recommendation for putting off a certain project in 2010 in order to complete this one. Olson said that she is not convinced that this project needs to be done. She wants to be sure this is the most important thing we should be doing and that it solves the problem. Dominicak agreed and said he does not think there is a major problem in this area. It was suggested that the issue is continued to the next CIP meeting to ask Public Works to look at other areas and what other projects would not get done.

Public Works Direction Robert Ellis entered the meeting.

Motion was made by Olson, second by Chapman, to continue West Main Street Reconstruction to the November 20, 2009 CIP meeting. Chapman mentioned engaging the business owners in the area as well. Motion carried.

Preston addressed the Electronic Imaging System Request for Funding. He explained that Growth Management has been looking for an imaging system, and Finance has been looking for a new filing system as well. Growth Management Director Marsha Elkins thought funds might be in her budget but that amount would only cover her system, and it was indicated that the system that would fix all concerns would be \$63,000. This would tie with the County system as well. Motion was made by Olson, second by Kroeger, to continue the Electronic Imaging System request to the November 20, 2009 CIP meeting to allow discussion between Growth Management, Finance and IT. Chapman pointed out the \$75,000 that was discussed during budget hearings which is on the unfunded list. Preston pointed out that technology changes so the cost is constantly changing. Kroeger asked if Public Works would need the same type of system, and Ellis confirmed they would probably use it. Motion carried.

There being no further business, the meeting adjourned at 10:51 A.M., and it was noted the next scheduled meeting is November 20, 2009 at 10:00 A.M. in the C/SAC, 3<sup>rd</sup> Floor West Conference Room.