

CAPITAL IMPROVEMENTS PROGRAM MINUTES  
C / SAC 3<sup>RD</sup> FLOOR, WEST CONFERENCE ROOM

FEBRUARY 23, 2007

Finance Officer Jim Preston called the meeting to order at 10:00 A.M. with the following Committee members present: Aldermen Karen Olson, Ron Kroeger, and Malcom Chapman; Growth Management Director Marcia Elkins, Parks and Recreation Director Jerry Cole, and Engineering Project Manager Dan Coon (proxy). The following staff members included: Engineering Project Manager Rod Johnson, Library Director Greta Chapman, Fire Chief Gary Shepherd, Accounting Coordinator Tracy Davis, and Administrative Coordinator Jackie Gerry.

Chapman moved, second by Olson and carried to approve the **minutes for January 19, 2007**.

(Information Only) Finance Officer Preston gave a brief overview of the **Financial Reports for January, 2007** noting little activity for the month.

Project Manager Coon reviewed the **final 2006 Capital Plan for Streets, Drainage, MIP Projects for February, 2007** and requested projects of 2006 be carried over to 2007 as follows: Streets in the amount of \$2,661,585; Drainage in the amount of \$2,354,416; Miscellaneous Improvements in the amount of \$91,147 for a total carry over amount of \$5,107,148. Chapman moved, second by Kroeger and carried to approve the carryover for the Capital Plan for Streets, Drainage, MIP Projects from 2006 to 2007 in the amount of \$5,107,148.

Olson moved, second by Chapman and carried to continue the discussion of the land sale for the Wally Byum site to the March 16, 2007 Capital Improvements Committee meeting.

Chapman moved, second by Olson and carried to continue the Visitor Information Center Pavement Repair and Drainage Improvements to the March 16, 2007 Capital Improvements Committee meeting.

Olson moved, second by Chapman and carried to table the discussion of the Downtown Banner Poles Project.

Finance Officer Preston asked for approval of the following **Government Buildings Carryover**: Milo Barber Transportation Center Remodel for \$15,831.00; Canyon Lake/Sheridan Lake Road Irrigation for \$70,300.00; and Automatic Irrigation for \$35,000.00, indicating that the request comes forward from the Public Works Department. Kroeger moved, second by Olson and carried to approve the Government Buildings 2006 Carryover Projects.

(Information Only) Finance Officer Preston reviewed the **CIP cash flow analysis spreadsheet** noting the fund balance and reserve for 2007; outlined the revenue sources as sales tax receipts, interest earnings, Minnesota assessments, Red Rock IDPF loan

repayment, Sheridan Lake Road sewer repayment, Hwy 79 sewer repayment, TID 41 repayment, 5<sup>th</sup> Street IDPF repayment, Dakota Heartland repayment, and Civic Center repayment, and an interest transfer to the General Fund; and also outlined fund uses as projects for streets, drainage and miscellaneous improvements, DCA charges, parks, DCA charges for City owned buildings, contingency, debt service, and fire emergency vehicles. He noted a balance carried forward of \$3.3 Million. Responding to a question from Alderman Chapman, Preston indicated that IDPF repayments are credited back to the CIP rather than the IDPF, because the intent has always been to find another source of funding for the IDPF projects.

Finance Officer Preston brought forward for review the **Government Buildings 5-Year Plan**. He indicated that the miscellaneous projects are considered to be public safety issues. He outlined the 2007 projects as the Fire Station, which is the replacement for Fire Station #7 at 1205 North Maple Avenue. It was explained that it is anticipated to relocate #7 northeast of Interstate 90; but that the building at 1205 N. Maple Avenue would be retained to house the ambulance service. Also included in the public safety projects are the Main Fire Station HVAC and a retaining wall located on a service road on East Boulevard at New York Street. Parks Division projects included cemetery road paving and irrigation, annual automatic irrigation projects in various locations, equipment maintenance shop, and Canyon Lake / Sheridan Lake Road irrigation. It was indicated that the design for the equipment maintenance shop and golf maintenance facility is 95 percent complete and tentatively estimated to cost \$900,000 - \$1.5 Million to construct each project. Street Division projects included cold storage; and Public Works included annual roof replacement projects at various locations. For 2007 the total for the Government Buildings 5-Year Plan is \$1,335,692. The carryover of 2006 to 2007 is \$943,162. It was suggested the Rapid City Public Library Acoustic Remediation project be included in the Government Buildings 5-Year Plan; as well as a new fire station to be located northeast along Elk Vale Road. Fire Chief Shepherd indicated that it is imperative to have the Elk Vale Road fire station when the proposed shopping Malls are constructed along Interstate 90. He also indicated that it is critical to have #7 relocated before the reconstruction of Anamosa Street; and there is a need for an estimated \$200,000 to upgrade the Maple Avenue facility. Project Manager Johnson indicated that the Steele Street Evidence Building will be returned to the Street Division when it has been relocated to Centre Street. In response to a question asked, Preston indicated that the Government Building plan is allocated \$400,000 annually. Project Manager Johnson asked for an additional \$25,000 in 2008 for roof replacement. Fire Chief Shepherd indicated the remaining fire stations must be evaluated because they have been remodeled, piece-meal. Project Manager Johnson reported that he is working on a project to renovate the Street Shop because four employees are making use of a 14 X 16 foot room as office space. Parks & Recreation Director Cole indicated the cemetery / maintenance shop needs to be replaced. Elkins moved, second by Chapman to continue the Government Buildings 5-Year Plan to the March 16, 2007 Capital Improvements Committee meeting; and direct staff to correspond with all City department heads on their requests for projects. Parks & Recreation Director Cole wondered whether a project costing \$1 Million is appropriate to bring to the program, considering only \$400,000 is allocated annually. Alderman Kroeger believed it important to look at increasing the funding for Government Buildings. Preston and Elkins noted that the Capital Improvements Program was originally established only for projects for streets,

drainage and miscellaneous improvements. Upon a vote being taken on the motion to continue, motion carried.

Parks & Recreation Director Cole brought a request forward for the **Reallocation of 2007 Parks & Recreation CIP Funds**. Cole noted that \$881,830 is carried over from 2006; and explained that the Omaha Street Beautification (Founders Park Restroom), Bike Path Improvements at the Fairgrounds, and St. Joe Street Landscaping Enhancement projects are moved to 2009 when grants funds become available. Funds identified in 2007 for these projects are reallocated to new projects. Cole outlined the 2007 approved and funded projects as the Sports Facility Partnership Fund, Parkland Acquisition, Pressler Junction Irrigation, Robbinsdale Park Restroom Renovation, Horace Mann Pool Geotechnical Services, Meadowbrook Golf Course bridge renovation, Master Plan for Parkview south parkland, Swim Center carpet replacement, Community Center Gyms court dividers, Canyon Lake Park Lighting master plan. He indicated that the amount allocated for the Braeburn Dog Park elements and fencing is increased. Cole explained that the bridge at Meadowbrook Golf Course is currently closed for safety reasons and court dividers at the gyms are considered to be a safety item. He also reported several cases of vandalism, within the last 40 days, to the lights in Canyon Lake Park. Olson moved, second by Chapman and carried to approve the Reallocation of 2007 Parks & Recreation CIP Funds.

Finance Officer Preston presented a letter from Sheriff Holloway requesting funds for a **Parking Lot and Alley Paving Project for the Friendship House**. Preston reminded the members that the Friendship House is City property. Project Manager Coon indicated that if the alley is public right-of-way, it may be eligible for Out-Of-The-Dust funds. Elkins moved, second by Kroeger and carried to continue the request for funding for a Parking Lot and Alley Paving Project for the Friendship House to the March 16, 2007 Capital Improvements Committee meeting to allow Sheriff Holloway time to prepare an estimate for the project.

In response to a question from Alderman Olson, Cole explained that the Master Plan for Parkview south parkland does not result in more tennis courts.

There being no further business, the meeting adjourned at 11:10 A.M.; and it was noted the next scheduled meeting is set for March 16, 2007 at 10:00 A.M. in the C/SAC, 3<sup>rd</sup> Floor, West Conference Room.