

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

NOVEMBER 16, 2007

Finance Officer Preston called the meeting to order at 10:10 A.M. with the following Committee members present: Aldermen Karen Olson and Sam Kooiker; and City staff: Growth Management Director Marcia Elkins; City Engineer Robert Ellis (proxy), and Parks & Recreation Director Jerry Cole. Others present included: Mayor Alan Hanks, Project Manager Dan Coon, and Administrative Coordinator Jackie Gerry; Guest: Dustin Willus.

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

Preston gave a brief overview of the **Financial Reports for October, 2007**, indicating little activity for the month.

Coon reviewed the **Capital Plan for Streets, Drainage, MIP Projects for November, 2007**, outlining the following changes: project cost decrease for the Neighborhood Street Rehabilitation to reflect the final costs; project cost increase for the Skyline Drive Reconstruction to reflect a change in the design contract; an increase, to reflect final project costs, for Wonderland and Fall Drive Street and Utilities Reconstruction; project cost decrease for City Library sidewalk and curb repair, to reflect final costs; project cost increase for the Miscellaneous Improvement Projects (MIP) to reflect the final costs; and a reduction in costs for the Visitor Information Center platting to reflect the final costs. Coon indicated no proposed changes to the five-year plan and a 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 November, 2007.

Ellis addressed the **consideration of St. Charles Street reconstruction** indicating that the street is in need of reconstruction between 1st and Maple. He noted the deterioration of the road surface; explained that drainage is a problem as evident of standing water; and pointed out that the sewer and water infrastructure is old and in need of replacing. Ellis estimated \$938,000 - \$1 Million to reconstruct St. Charles Street. Ellis suggested that St. Charles Street could be added as a phase of the Robbinsdale reconstruction project and programmed in the year 2014. Kooiker moved, second by Olson to place the St. Charles Street reconstruction project in the Five-Year Plan for Streets, Drainage, MIP Projects in the year 2014. Elkins indicated concern in placing projects in the plan before the Five-Year Plan is discussed; and suggested the Committee hear a presentation on an updated version of the Robbinsdale reconstruction project. Responding to a question, Ellis reported the existence of an internal list of unfunded projects that is reviewed periodically and updated. Substitute motion was made by Elkins, and seconded by Kooiker, to acknowledge the inclusion of the St. Charles Street reconstruction project in 2014; and place the project on the internal list of unfunded projects. Friendly amendment was offered by Kooiker, asking for a summary of the Robbinsdale reconstruction project, and that it be presented at the January 18, 2008 Capital Improvement Committee meeting. Responding to a question from Alderman Olson, Ellis indicated that potential projects are evaluated using the Pavement Management System, infrastructure age, infrastructure deterioration, and failures that an infrastructure has suffered. Upon a vote being taken on the substitute motion as amended, motion carried.

Ellis offered an **update on the Meade/Hawthorne drainage basin improvements**, explaining that this is a large basin with many elements, and phases of the Robbinsdale reconstruction project include some of the elements. Ellis indicated that many of the drainage basin elements remain unfunded, and the last estimate prepared in 1993 indicated that probable construction cost were approximately \$7 Million. Alderman Kooiker indicated his concern with the on-going maintenance of the drainage improvements. Ellis indicated that the Street Department performs the maintenance on this particular drainage channel, but this maintenance is often times complaint driven. Cole explained that the Parks Department also addresses the maintenance issue, but their focus is on the parks system, open spaces and then drainage. Kooiker indicated his interest in the Stormwater Management Program and Alderman Olson indicated that there may be a possibility that this program will be presented to the Council after the first of the year. Kooiker moved, second by Elkins and carried to continue this item to the January 18, 2008 Capital Improvement Committee meeting.

Alderman Kooiker indicated his concern with awarding a **design contract for the Skyline Drive restoration** when there is no guarantee of federal money to use on this project. He suggested the project be placed on the informal list of unfunded projects. Responding to a question, Ellis indicated that there is no estimate for this reconstruction until a preliminary design is done and a project scope is identified. He indicated that the road surface and retaining walls need to be reconstructed. Discussion ensued relative to the designation of this roadway and possible funds available based on the designation of the roadway. Kooiker moved, second by Olson and carried to continue this item to the February 15, 2008 Capital Improvement Committee meeting.

Responding to a concern from Alderman Kooiker, Ellis indicated that City staff will begin an inventory of sidewalks, curb ramps, and signals to determine what infrastructure is compliant with the Americans with Disabilities. He indicated that a report would be made before the Council's Public Works Committee.

There being no further business, the meeting adjourned at 10:45 A.M., and it was noted the next scheduled meeting is December 21, 2007 at 10:00 A.M. in the C/SAC 3rd Floor West Conference Room.