

CIP MEETING  
C/SAC THIRD FLOOR WEST CONFERENCE ROOM  
March 14, 2003

Finance Officer Jim Preston called the meeting to order at 10:00 a.m. with the following members present: Bill Waugh, Ron Kroeger and Bob Wall. The following staff members were also present: Engineering Division Manager, Randy Nelson; Project Administrator, Rod Johnson; Project Administrator Rodell Grosz; Library Director Greta Chapman, Doug Duncan from the Library, and Administrative Assistant Jeri Lynn.

Motion was made by Kroeger, seconded by Waugh and carried to approve the minutes of February 21, 2003.

Preston went through the financial reports and no revisions were made.

Project Manager Rodell Grosz presented a Memorandum outlining costs related to ADA issues at the **Milo Barber Transportation Center**: Sidewalk Removal and Replacement \$4,070; Asphalt Removal and Replacement with Concrete & Drain Pan (Driveway) \$16,430; and ADA Automatic Door Openers and miscellaneous interior renovations \$14,500. There is identified funding in the Government Buildings Line Item for these projects. Rod Johnson explained that using asphalt rather than concrete would only save between \$2,000 - \$3,000 and the life expectancy would be less, so concrete will be used on this project. It was noted that the CIP Committee decided at the last meeting to delay the exterior siding replacement project for a couple years. If a decision is made to stain the building, it will not be eligible for restricted sales tax dollars. However, there are some changes in the works that might make CIP funding available in the future. Johnson stated that he does not intend to do anything with the exterior siding of this building at the present time. Also, there are no big concerns with the roof at this time. It was the consensus of the Committee that the \$35,000 in funding should be used for the ADA issues that have been identified (sidewalk replacement, driveway replacement, ADA accessible doors, and miscellaneous interior renovations).

The next item discussed by the Committee was **East Boulevard Median Landscaping**. Randy Nelson stated that there is a master plan for this area, but no costs have been put together for implementation.

Library Director Greta Chapman submitted information on the history of the **Air Conditioning system at the Library**. They have had a problem maintaining this system for the last three years and on numerous occasions the system was not operating at all. Estimated costs for repair are between \$23,000 - \$35,000. Chapman added that partial funding is available for replacement of the A/C system in their building fund. She anticipated an additional \$10,000 in funding would be need for replacement of the air conditional system. Motion was made by Kroeger, seconded by Waugh and carried to allocate up to \$10,000 from the 2003 Contingency Fund for replacement of the Library's air conditioning system.

Bjerke entered the meeting at this time.

Chapman also submitted information on costs to re-roof the library facility. The estimate for this project is between \$107,000 and \$130,147. Motion was made by Kroeger and seconded by Waugh to allocate \$60,000 from 2003 and \$40,000 from 2004 for the library roof project. Preston stated that if this project can wait until next year, we could carry forward the \$60,000 from 2003 and add \$40,000 from 2004. Then, if additional funding is needed, we can address it in 2004. Chapman stated that Doug Duncan will work with Rod Johnson to get this project going for 2004. Bjerke expressed concern about taking action on this request now. What if other projects come up throughout the year? Chapman stated that she understands that if a serious issue arises later in the year, the committee may change the funding allocation.

The next item discussed by the Committee was the Five Year Plan submitted by the **Beautification Committee** for FY 2004-2008. Preston explained that several years ago, we used to take beautification requests and handle them from the contingency fund. Then we went to adding a line item for a set amount of dollars under Government Buildings to be used for beautification projects. Then it was decided that the funding may not be used, so we should just take the funds from the contingency fund if we need to. Motion was made by Kroeger, seconded by Waugh and carried to continue this item until April 11, 2003 and request that a representative from the Beautification Committee be at the next meeting to address this request.

The committee reviewed the **Government Buildings Five Year Plan** which was presented by staff. Fire Chief Shepherd noted that they are expecting the current funding for Fire Station No. 3 to be short by approximately \$150,000. Staff also noted that additional funding in the approximate amount of \$61,000 will be needed for the West Boulevard landscaping project this summer. Kroeger noted that the parking lot at the Minneluzahan Senior Center will be needing repairs in the near future. Johnson stated that he would check on the condition of this parking lot. There was discussion on the sale of the excess land adjacent to the Highway 16 Fire Station and where the proceeds of that sale should go. Randy Nelson stated that the Streets & Drainage budget has paid approximately \$410,000 to provide the infrastructure and utilities to this location. He suggested that these funds be repaid from the land sale proceeds. Regarding the land adjacent to the Evidence Division, Bjerke stated that Terry Rathbun looked into this on behalf of the city. The owner is asking \$10 per square foot which makes the land quite expensive. Also, the owners are trying to tie the sale of these lots to the sale of the major property across the street. Kroeger noted that the County is also looking to purchase this land. Regarding the expansion of the Parks Department Office facility, if the Recreation Department moves out of this location to the new center in Roosevelt Park, the project would be more of a remodel than expansion. There was also discussion on the status of the Equipment Maintenance facility, the Salt/Sand Storage Facility and other projects for the public works divisions. Bjerke stated that he would review these projects with this staff and come back with a proposed schedule.

Preston expressed concern about the status of the 2012 funding spreadsheet. He advised the Council members to consider all the projects and make sure they are in the best interests of the community.

Bjerke explained that the TIF Committee met recently to discuss upfront the costs for a project on East Anamosa Street. It was anticipated that the funding for this would come from the CIP Fund and would be repaid when money from the TIF is realized. No action was taken on this issue.

Motion was made by Bjerke, seconded by Waugh and carried to approve the Parks & Rec Funding Reallocation which will provide additional funding for the **Canyon Lake Park Improvement Project**. Motion was made by Bjerke, seconded by Waugh and carried to approve the bid award for the Canyon Lake Park Improvement Project to the lowest bidder, Simon Contractors.

Regarding the **Streets & Drainage Five Year Plan**, Nelson explained that there are some proposed changes. He will submit a detailed five-year plan at the next CIP Committee meeting.

The next item discussed by the Committee was funding for light fixtures for Omaha Street Widening-Landscaping Project. There is \$59,250 in the 2003 CIP Contingency Fund for the light poles and \$58,250 in the 2004 Government Buildings Line Item for beautification projects related to this project. Bjerke stated that he would submit this information to the Council on Monday night.

The next CIP Committee meeting will be held on April 11, 2003 at 10:00 A.M.