

CIP MEETING
CSAC/Third Floor West Conference Room
May 21, 2004

Finance Officer Jim Preston called the meeting to order at 10:00 a.m. with the following members present: Patsy Horton, Ron Kroeger, Bill Waugh, Jerry Cole, Ted Vore, Alan Hanks and Tom Murphy.

Also present were Engineering Division Manager Dan Coon, Project Manager Rod Johnson and Administrative Assistant Jeri Lynn.

Motion was made by Kroeger, seconded by Waugh and carried to **approve the minutes** of April 16, 2004.

Preston submitted the **financial reports** showing cash transactions through April 30, 2004. Hanks questioned the status of the Elm Avenue project which is listed with the IDPF projects. He stated that if we are not going to move forward with this project, these funds should be reallocated. Horton stated that she would check into the status of this project. Hanks suggested that the people who made application for the IDPF funds be notified and given a deadline for the project. Preston noted that an update for this item will be put on the agenda for the next meeting. No changes were made to the financial reports.

The next item discussed by the CIP Committee was a request from the Parks & Recreation Subcommittee for funding reallocation to provide \$30,000 for the **Rushmore Little League Irrigation Project**. The Parks & Rec Subcommittee noted that the condition of the playing fields is a use and safety issue. The original funding request of \$60,000 has been reduced to \$30,000 and Rushmore Little League has agreed to contribute \$6,000 to this project. The scope of the project was reduced to the irrigation of the playing fields only. The Subcommittee also provided a list of irrigation projects the city has been involved with since 1991. Hanks stated that he feels a policy decision should be made by the Council on whether the city should be installing irrigation systems on recreation fields which are leased for \$1 per year. Rod Johnson stated that he doesn't feel approving this item will put the city into the position of having to install irrigation systems on every field for every organization. Historically, the city has not done that. However, the Subcommittee has done some of these projects and they are something the subcommittee looks at very closely and scrutinizes in terms of the need for financial support. Kroeger stated that if this project is done and is added to the list, that could be an indicator to other organizations that the city will fund this type of project and it will be taken into consideration in the future. He added that some of the projects that have been done in the past, for example the Star of the West softball complex, are for adults who have the ability to raise funds to pay for enhancements to the sports complex. However, that is not true for sports fields for kids. Hanks also stated that the Parks & Rec Subcommittee should commit funding for park land acquisition and leave it there. In the past, this funding has been reallocated and used for other projects. Parks & Recreation Director Jerry Cole noted that the Subcommittee has passed a motion to not use land acquisition funding for any other purpose. Kroeger noted that purchasing park land is the cheap part of the process. Providing utilities and roads to the site is expensive and there is no funding available for this purpose in any budget. Hanks suggested that the name of this line item be changed to park development so that the funds can be used for all aspects of developing parks, not just purchasing land. Cole concurred noting that it may be possible for the city to use these funds to leverage other funding that may be available through grants. Hanks suggested that a policy be

established on whether the city is going to do these types of projects, and if so, what the requirements will be. This will also give the Parks & Rec Subcommittee a tool to use when organizations approach them for funding. Motion was made by Hanks, seconded by Murphy and carried to request that Parks & Rec Director Cole prepare a recommendation on funding for these types of project and submit that recommendation at the next Legal & Finance Committee meeting.

The **Parks & Rec Five Year Plan** was submitted for review. The Parks & Rec Subcommittee noted that no dollar amounts were put in the plan for playground equipment because the committee has not had time to review the needs and establish the proposed funding amount. If a dollar amount is put in at this time, it will only be a guess and will probably have to be adjusted in the future. They chose to wait and designate the funding amounts when more information is available. Cole stated that he is now going through the items contained in the **Playground Equipment Risk Assessment**. Many of the items are maintenance and are not eligible for CIP funding. He is in the process of identifying the needs and establishing the funding amount for specific equipment needed in specific areas. Cole stated that he would be able to have a recommendation available to the CIP Committee by September, 2004. Preston suggested that the Parks & Rec Five Year Plan be tentatively approved with the understanding that the Committee can look at it again in September. Motion was made by Waugh, seconded by Murphy and carried to approve the Five Year Plan for Parks & Recreation with the understanding that Director Cole will look at the risk assessment and come back in September with recommendations on funding for playground equipment replacement.

Kroeger left the meeting at this time.

Engineering Division Manager Dan Coon submitted an aerial photograph of **East Franklin Street**. He explained that there is an individual living in this area who is concerned that large vans (Dial-A-Ride) and emergency vehicles have difficulty turning around on East Franklin Street, which is a dead-end. It was requested that staff look into the possibility of extending East Franklin Street. Coon submitted the following options:

- Extend Franklin Street all the way through. This would entail the street as well as utilities and would be an assessed project. The estimated cost of the project is \$59,000 with \$44,000 of that being assessed. Coon added that he doesn't have a recommendation at this time on the funding source for the city's portion of these costs. He added that an assessed project would require 51% of the property owners involved and at this time, two of the four affected property owners are opposed to this project.
- Construct a hammerhead within the right-of-way that would allow large vehicles to turn around. The estimated cost for this project would be \$11,500 and would come from the CIP Streets Line Item.

There was continued discussion about the need for any changes in this area. Hanks noted that one person is driving this entire issue. He added that the only traffic in this area is local. Vore stated that the committee should consider this project in comparison to other needs in the community. Motion was made by Hanks, seconded by Waugh and carried to continue this item to the June CIP Committee meeting and ask the Fire Department to see if they can turn emergency vehicles around in this location.

Engineering Division Manager Dan Coon submitted a revised copy of the CIP Streets, Drainage & MIP Plan Development for the Committee's information. The changes made to the document have already been approved by the City Council. Coon added that \$170,000 was added for the Elk Vale Subdivision Utilities with the understanding that funding would be appropriated for this project in 2004. If that is not done, the funding available in 2005-2008 will have to be adjusted accordingly. On the five year plan, staff made the assumption that this funding would be returned to the CIP fund.

Project Manager Rod Johnson submitted information on the **Library Chiller Replacement Project** which is close to being complete. When the coils were being replaced, we found that the water running through the existing cold water system which serves the old portion of the library, was extremely dirty. Staff requested an estimate from the contractor to clean and flush the system and add a 20% glycol solution. The estimated cost is \$4,311. The system can continue to operate without being cleaned, but it will not function as efficiently. The current Library Chiller project will be done by the end of the month and if we want the existing contractor to do additional work, we will need to know by then. Motion was made by Hanks and seconded by Murphy to recommend that \$4,000 be approved for this project, funding to come from the CIP Contingency Fund. Vore stated that he feels the contractor should have addressed this issue with the current project being done at the library. Also, this is a maintenance item and should be paid for within the library's maintenance budget. Vore questioned if it would be eligible for CIP funding. Johnson stated that this was not included in the scope of the Chiller Replacement project. Hanks withdrew his motion because this is a maintenance issue and not eligible for CIP funding. No further action was taken on this item.

Preston explained that Growth Management Director Elkins will chair the next meeting which is scheduled for June 18, 2004 at 10:00 A.M. Preston stated that this will be his last meeting with Alderman Alan Hanks who has served on the CIP Committee for the past six years. Preston commended Hanks for working for the good of the community and always being available for service on the CIP Committee.

As there was no further business, the meeting adjourned at 11:25 A.M.