

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

JUNE 17, 2005

Growth Management Director Marcia Elkins called the meeting to order at 10:00 A.M. with the following Committee members present: Aldermen Ron Kroeger, Tom Murphy, and Malcom Chapman; Planning Commission Members Scott Nash and Gary Brown; City Staff: Assistant Finance Officer Coleen Schmidt, Public Works Director Dirk Jablonski, and Parks Superintendent Lon VanDeusen. Others present included Mayor Jim Shaw, Engineering Project Manager Dan Coon, Operations Management Engineer Rod Johnson, Library Director Greta Chapman, Facility Maintenance Carlos Ramirez, and Administrative Assistant Jackie Gerry.

Nash moved, second by Jablonski and carried to approve the **Capital Improvements Committee minutes** of May 20, 2005.

The **Financial Reports** covering the expenditures through May 31, 2005 were reviewed; and responding to a question from Mayor Shaw, Elkins and Schmidt explained changes are expected to be made to the IDPF report that will be presented at the July meeting.

Eric Gaasland and Dan Coon of the Engineering Division presented the **Capital Improvement Plan, Tables & Map** explaining this document was developed as another tool to assist in answering questions about the City's capital project plans for 2005 to 2009. This document lists projects numerically and alphabetically, assigns a CIP Project Number, includes the year of construction and estimated cost for construction, and also lists the components of a project. This is a comprehensive list and projects in this document include streets and drainage, water and sewer, SDDOT projects, parks and recreation, and government buildings. The listed projects can also be identified by Ward. Coon indicated this document is expected to be updated annually or as significant changes occur. It is the consensus of the Committee that this Capital Improvement Plan, Tables & Map be posted to the City's website; and be made available at the Rapid City Library.

Project Manager Coon reviewed the **2005 Capital Plan for Streets, Drainage and MIP Projects** for June, 2005 noting a "Status" column is added indicating whether a project is in design, bid, under construction, complete, or a Request for Proposals is being sought. Coon reported the 5<sup>th</sup> Street Panel Repair project is added and funded under the street maintenance category; Fairmont Blvd/Hwy 16 Intersection Improvements is increased to reflect the bid award; Lemmon Avenue Reconstruction, College to Monroe street component is increased to reflect the bid received June 1, 2005 and the drainage component is increased to reflect the bid received June 1, 2005; Milwaukee Street Sewer Reconstruction is increased to reflect the latest Engineer's Estimate; Enchantment Road Drainage Repair is reduced to reflect the latest Engineer's Estimate; per Council direction of June 6, 2005 the Herman Street Drainage Improvements project is added; Lime Creek Metering Dam land acquisition for project is rescheduled to 2006; and per Council direction of May 16, 2005 the Sitka Street Area Drainage project is added.

Kroeger moved, second by Nash and carried to approve the 2005 Capital Plan for Streets, Drainage and MIP Projects for June, 2005.

Schmidt moved, second by Chapman to continue the **Government Buildings Five Year Plan, 2005-2009 and Parks and Golf Course maintenance buildings discussion** to the July 15, 2005 Capital Improvement Program Committee meeting.

Greta Chapman and Carlos Ramirez of the Rapid City Public Library addressed the **Library HVAC** requesting \$17,000 to reconfigure the library's twenty year old pneumatic controllers to a digital system in order to gain better temperature control and energy efficiency. This update will also allow the City's Energy Plant to monitor the entire library system. Chapman indicated the

library looked for grant money for this project, but learned this source is no longer available. Ramirez reported, because of the age of the system, it is beginning to incur costs for repairs and maintenance.

Kroeger moved, second by Chapman and carried to recommend the Rapid City Public Library HVAC Reconfiguration be funded from the Capital Improvements Program Contingency in the amount of \$17,000.

Operations Management Engineer Johnson reported a project designed for the **Rushmore Plaza Civic Center roof grid system**, that handles entertainment equipment suspension from the roof, identified the Civic Center roofs as being inadequate to handle heavy snow fall events. He explained the roofs should be sloped, causing the snow to slide to the edges. He indicated that when the grid system project was bid, a roof replacement project was included; but the decision was made to delay work on the roof because funds were not available. Johnson suggested there are other solutions regarding the snow - continue to do what they do now, shovel the snow off the roof, or install a melting system. Planning Commission member Gary Brown reported that ADA issues are being highlighted at the Civic Center; and Civic Center staff is trying to prioritize needed repairs to a thirty year old structure.

Growth Management Director Elkins reported ongoing discussions with landowners for future **Fire Department facilities** and indicated information will be brought forward when available.

Operations Management Engineer Johnson reported inspecting the **sidewalks and patio areas at the Visitor Information Center**, and explained that these areas have heaved because of expansive subsoils and possible groundwater issues. Johnson recommended removal and replacement of the subsoil up to forty-two inches in depth, and performing this work during the off-season rather than work around visitors. The estimated repair cost is \$25,000 to \$30,000. Responding to questions about the patio areas and the functions they serve, Johnson suggested the installation of a picnic table meeting ADA guidelines on Patio Area "A"; suggested Patio Area "B" be closed because it is not used with any frequency, and Patio Area "C" remain open for employee and visitor use. Johnson suggested minimum repairs can be done until a project is developed. He also noted some roof damage on the loading dock area. Assistant Finance Officer Schmidt questioned the use of CIP funds for such a project and pointed out the Black Hills Visitor Information Center Corporation contributed to a fund, now estimated at \$30,000, to be used for the maintenance of the VIC. Alderman Chapman suggested repairing Patio Area "A" and allow the other areas to remain until there are more funds available. Mayor Shaw stressed the need to protect the City's investment and suggested consideration be given to a 50/50 project cost sharing. Because of safety issues, Johnson suggested waiting until September to do a project. The consensus of the group is to continue this discussion to the July 15, 2005 Capital Improvement Program Committee meeting.

Assistant Finance Officer Schmidt requested approval of an **allocation of \$219.00 from the Parks and Recreation Contingency** for the Whitehead Field Improvements; whereupon Kroeger moved, second by Chapman to approve. Motion carried.

There being no further business, the meeting adjourned at 10:55 A.M.; and it was noted the next scheduled meeting is set for July 15, 2005 at 10:00 a.m.