

MINUTES
CAPITAL IMPROVEMENTS PROGRAM COMMITTEE
10:00 A.M., March 18, 2016

A Capital Improvements Program Committee meeting was held at the City/School Administration Center in Rapid City South Dakota, on Friday, March 18, 2016 at 10:05 a.m.

The following members were present: Charity Doyle, Ritchie Nordstrom, Jerry Wright, Amanda Scott and Brad Estes; the following members arrived during the course of the meeting: None; and the following were absent: None.

Others present included: Finance Officer Pauline Sumption, Acting Public Works Director Dale Tech, Compliance Specialist Amber Sitts, Fire Chief Mike Maltaverne, Police Chief Karl Jegeris, Pennington County Sherriff Kevin Thom, Pennington County Building and Grounds Mike Kuhl, Pennington County Health and Human Services Barry Tice, IT Officer Jim Gilbert, Parks and Recreation Director Jeff Biegler, Deputy Finance Officer Tracy Davis and Administrative Coordinator Heidi Weaver-Norris.

ADOPTION OF AGENDA

Motion was made by Estes, second by Doyle and carried to adopt the agenda with the addition of Item 11A, request from Fire regarding new sirens.

CONSENT ITEMS

Motion was made by Estes, second by Doyle and carried to approve Items 3 – 6 as they appear on the Consent Items and to remove Item 7.

3. **Approve Minutes** for November 20, 2015
4. **Next Meeting:** Friday, April 15, 2016 @ 10:00 a.m./3rd Floor WEST Conference Room
5. No. CIP031816-03 – **Capital Plans for Government Facilities**
6. No. CIP031816-04 – **Capital Plan for Parks & Recreation**

NON-CONSENT ITEMS – Items 7 – 10

Davis stated the **Capital Plan for Information Technology** report (No. CIP031816-05) is now updated showing all months. She handed out the updated report. Motion was made by Doyle, second by Estes and carried to approve (No. CIP031816-05) Capital Plan for Information Technology.

Davis presented the December (No. CIP031816-0) **Financial Reports** noting that there was a small change in the IT report. Wright questioned the amount reported that was “under contract” he thinks the report should read what is under contract and paid; and what is under contract and not paid. Estes questioned that the current balance is not what is under contract. He clarified the totals on the report and the committee agreed with his calculations. Davis reassured the committee that the report will be more detailed starting in January 2016, available at the next meeting.

Sitts stated that the report for (No. CIP031816-02) Capital Plan for Streets, Drainage, MIP Projects was just to show final numbers in 2015. There was nothing new to report. **Motion was made by Doyle, second by Scott and carried to approve (No. CIP031816-02) Capital Plan for Street, Drainage, MIP Projects.**

Nordstrom presented (No. CIP031816-06) Selection of CIP Vice Chairperson stating that Ordinance 6087 passed making this position effective. **Motion was made by Scott, second by**

Estes to nominate Jerry Wright as CIP Vice Chairperson. Wright accepted the position. Motion carried.

Jegeris presented (No. CIP031816-09) the request to cost-share remodel expenses for Pennington County detox expansion. Jegeris stated he and Sheriff Thom met with council leadership last fall to talk to them about acquiring the old NAU building on Kansas City Street. Leadership asked them to keep them apprised of the concept and future plans. Jegeris stated that the County would like to have Pennington County Drug and Rehab moved as well as Health and Human Services moved to the new location in next 18 months. Historically the City and County have cost shared detox expenses 50/50. The County has already purchased the building. The County is asking to cost share of the remodel for the Detox portion of the facility. He stated they are waiting for approval on the McCarthur grant. But, their request is not contingent upon them getting that grant. He believes it's a good opportunity to collaborate and share expenses so it's a win-win for everyone. Sheriff spoke about detox and how they try to use safe solutions instead of checking inebriated people into detox. This way they have a safe place to sleep and get sober. He stated they currently use 7-8 beds and the new facility will have between 30-40 beds. He said there are approximately 28 people they see over and over and they cost the community about \$900,000.00 per year. Kuhl stated they just completed a buildings and needs assessment. He said they purchased a sound building worthy of additional investment. The amount of remodeling depends on what they have available for funds. He indicated an approximate cost of \$70 per square foot for remodeling. They wanted to see if CIP has extra money and that will give them a better idea of how much they need for their budget. Jegeris clarified that they are asking the CIP committee to consider funding up to \$950,620.71 between 2016-2017, possibly 2018. The total cost is \$12 million for the County to acquire and remodel the building and they are asking for less than 10% from City. He stated the amount requested would be reduced if the McCarthur grant is approved. In a response to a question from Scott, Jegeris said he hasn't talked to department heads yet to see if they have funds to cover, he would like Council to give direction to see if some projects can be reprioritized. Scott stated that giving them the money would lock up the contingency fund and wipe it out. In response to a question from Doyle, Sumption stated there is \$300,000 in the fund starting in 2016. Doyle said the City has taken a significant amount of time and energy on priority based budgeting and has been trying to transition into that for a few years now. That budgeting process makes the Council prioritize projects. In response to a question from Doyle, Sumption stated they always want the City to have a one-million-dollar balance, if the balance is higher, they go to the departments and ask what is a priority when they have extra money. Sumption stated that she would have current funds available at the next meeting. She said the Vision Fund or General Cash Fund could be possibilities. She stated the Vision Fund is contingent upon what the Civic Center ends up needing. In response to a question from Estes, Sumption said the budget doesn't necessarily roll forward from 2015 to 2016. There is some accumulating money for future projects, so there are long range commitments out there for some projects. Estes stated his concern that if we have a bigger facility, more people will come. Jegeris stated this facility is a cheaper option than hospitalization, jail, Emergency Services or police response. Thom stated the facility became available unexpectedly and they County had to jump on the opportunity. Jegeris stated 70% of clientele is from Rapid City. Scott stated the committee needs to decide if they want to contribute to this project and if they do, what funding source will be used. She doesn't think it's a problem to use one-time construction money. Jegeris suggested this item be continued to next CIP meeting. He said there would be a good chance they will hear about the McCarthur grant by then. Sumption said the Finance Office would be reconciled by the next meeting as well. Wright, suggested possibly using SB2 funding, he believes there is \$348,000 per year. **Motion was made by Scott, second by Doyle and**

carried to continue to 4-15-16 CIP meeting. Doyle suggested that the Chairperson extend the courteous of additional questions. He stated he would take it under advisement.

Maltaverne presented the (No. CIP031816-11A) request from emergency management regarding warning sirens. He said there are 32 disaster warning devices in Pennington County for pending severe weather such as thunderstorm, tornado, flood warnings. He stated that 21 of the sirens are within the City of Rapid City. There was a recommendation two years ago that a long range maintenance plan be put into effect. He said some of the sirens are in excess of 50 years old and are old civil defense sirens. It is expensive to replace their parts. Dustin Willett came up with a plan to replace the siren boxes for about \$161,000.00 city wide. He stated the City's portion would be \$90,300.00. They were approved for about \$24,000.00 in federal grant money to help fund the project. So the request today would be for \$66,192.00 to replace the control boxes for the City's 21 sirens. In response to a question from Doyle, Maltaverne stated they inherited this problem from a previous Emergency Manger and it wasn't adequately funded at the time. The new system would be easier to maintain with the new technology used today. Jegeris stated that Willett did try and seek homeland security funding for the past two years but there was no response. In response to a question from Doyle, Maltaverne said at one point there was a chance that the sirens would have been 100% funded with grant money and that's why it wasn't figured into the budget. Doyle asked how pressing is this and if it could wait a month. Maltaverne said there are other competitive projects wanting to use the \$24,000.00 in grant money and he'd like to get approval on this project to use the money now. In response to a question from Doyle, Maltaverne said he thinks it's urgent to get these done in order not to create more risk to the community. In response to a question from Scott, Maltaverne said there was never a budget for maintenance and repair for these sirens but there will be going forward. She wants to see these budgeted in the future under maintenance and repair by their department and not to depend on CIP funds in the future if this is a one-time cost. Maltaverne said it's a one-time replacement of all the sirens and in the future it will be a line item through emergency management. Scott is not opposed to this but she doesn't want to see operating cost come through CIP. **Motion was made by Wright, second by Scott and carried to continue to the next CIP meeting on 4-15-16.**

DISCUSSION ITEMS

Nordstrom addressed (No. CIP031816-07) Consideration of Summary Report Category Title Changes and Definitions. In response to a question from Scott, Sumption stated the new titles would reflect what they discussed earlier in the finance report today. In response to a question from Wright, Sumption stated carry over amounts would be shown once numbers are reconciled.

Nordstrom said (No. CIP031816-08) Chairperson Comments can be skipped.

ADJOURN

There being no further business to come before the committee, motion was made by Scott, second by Estes and carried to adjourn the meeting at 11:05 a.m.