

**Capital Improvements Program Review and Advisory Committee
(CIPRAC)**

Minutes of Meeting
Thursday, May 22, 2014

<input checked="" type="checkbox"/> Fire-Rescue	<input checked="" type="checkbox"/> ADA Compliance and Assessment	<input checked="" type="checkbox"/> Public Works
<input checked="" type="checkbox"/> Library	<input checked="" type="checkbox"/> Comptrollers	<input checked="" type="checkbox"/> Police
<input checked="" type="checkbox"/> Office of COO	<input checked="" type="checkbox"/> Environmental Services	<input checked="" type="checkbox"/> Transportation & Storm Water
<input checked="" type="checkbox"/> Park and Recreation	<input checked="" type="checkbox"/> Public Utilities	<input type="checkbox"/> EOC
<input checked="" type="checkbox"/> Debt Management	<input checked="" type="checkbox"/> Development Services	<input checked="" type="checkbox"/> EAM
<input checked="" type="checkbox"/> Facilities Financing	<input checked="" type="checkbox"/> Financial Management	<input type="checkbox"/>

Guests: *Racquel Vasquez, Senior Public Information Officer, Matt Vespi, Budget Coordinator*

Support: *Mohsen Maali, Darren Greenhalgh, Reshannon Harrell, Elmer Dulay, Cindy Chu, Nadia Perez.*

1. General Announcements/Discussion

- Raquel Vasquez introduced a video to CIPRAC about the National Public Works week. She thanked everyone for their hard work and participation.
- Andrew Field introduced Herman Parker the new Director of Park and Recreation.
- Tony Heinrichs introduced Thyme Curtis, interim Director of ADA.

2. Approved CIPRAC Meeting Minutes from March 27, 2014

Minutes were approved with the following corrections: \$272,780 was revised to \$250,000 and \$800,000 was revised to \$950,000 to be allocated for reserve.

3. FY15 May Revision CIP Adjustments

Benjamin Battaglia gave CIPRAC an update on the FY15 Mayor Revision CIP adjustments. The original FY15 CIP budget was \$297 million, with the Mayoral Revisions added \$12.3 million, with a total of \$309 Million for FY15. In the Mayoral revision some of the 26 projects listed were.

- a. **Fire-Rescue-Fire Stations 48-S15015**-This is a new project for FY15. \$2.7 Million in facilities benefits assessment funding have been allocated to this project for land acquisitions and the design of a new fire station.
- b. **Library- Mission Hills-Hillcrest Library-S13022**- an additional \$192,767 in the library system improvement funding has been allocated to this project for FY15 to continue the design phase of the project.

- c. **Park & Recreation-Canon Side Community Park Improvements-S12004-** an additional \$300,000 in Penasquitos East Trust funding has been allocated to this project for FY15 to provide for increased costs of parking lot construction and the environmental permit process.
- d. **Public Utilities-Lower Otay Reservoir Emergency Outlet Improvement-S00044-** an additional \$300,000 in CIP water funding has been allocated to this project for FY15 for additional design changes to comply with the division of Safety of Dams (DSOD) requirements.
- e. **Public Works-City Facilities Improvements-ABT00001-**an additional \$928,339 in funding from a variety of sources has been allocated to this project for FY15 for improvements to park parking lots and ark roads.
- f. **Transportation & Storm Water-Installation of City owned street Lights-AIH00001-** an additional \$1.4 million in CIP contributions from the General Fund has been allocated to this project for FY15 to fund the installation of new street lights.

Motion was approved

4. Update on the Action to address DC3 Delay.

James Nagelvoort gave CIPRAC an update on the Capital Bond 3. James stated that the Capital Bond 3 is delayed due to litigation. James estimated that we will be back in the bond market around Sept-Oct. James stated that \$18.1 million is needed now to continue moving forward with several projects.

James identified 4 funding sources to temporarily offset funding needs of the DC3 projects through October 2014. We hope to get funding from Transnet in the amount of \$12.8 million reallocated for paving and storm drains and borrow 5.2 million from Unspent 2A (\$3,027,188), General Fund (\$1,347,000), and Cap Outlay Fund (\$900,000).

The borrowed funds will be allocated to the following projects.

- a. Maple Canyon Storm Drain Restoration-Phase 1 (\$870,000)
- b. CIP Emergency Reserve (\$477,000)
- c. Facility Repair-Police Pistol Range (\$1,247,188)
- d. Streetlight Circuit Upgrade Project (\$1,780,000)
- e. ADA Improvements (\$900,000)

Motions was approved

5. Multi-Year CIP status Updates:

Marnell Gibson and Luis Schaar gave a synopsis to CIPRAC on the Multi-Year CIP. Marnell stated that they went over the Community Planning Group (CPG) needs list and will meet with the CPG next Tuesday, May 27, 2014, to give an update to them on their requests.

In the beginning of the process there were 377 CIP requests from 35-42 planning groups. There were 40 existing projects, 33 to become CIP projects in the next 5 years. and 203 to be created when funding or bundling options arise. Luis Schaar stated that when analyzing the information submitted by the CPG, and in response to their requests, the Multi-Year CIP Subcommittee came up with the following 6 standard responses when determining if a project will be a CIP project:

- a. Scheduled to be a CIP within 5 years
- b. Will seek future funding to create a CIP

- c. Will seek further bundling opportunities
- d. Funding cannot be identified
- e. Not a CIP proposal
- f. Resubmit in future for re-evaluations

Marnell discussed some of the following items that need to be addresses going into the editing progression:

- the use of standard general CIP language
- the condition of City's assets
- establishing service level standards and a way to say "No"
- list of projects that can and cannot be afforded

This was an informational item only

6. Formation and Schedule of the Editing Committee for the Multi-Year CIP

Nitsuh gave a brief overview to CIPRAC regarding the formation and schedule of the editing committee for the Multi-Year CIP Plan. James Nagelvoort stated that this committee will be formed with Department Heads, Chief Operating Officers and Katherine Johnston from the Mayor's Office, to develop the phraseology of the Multi-Year CIP Plan. This plan will cover everything we do in CIP.

The estimated timeline will be:

- Meeting of the editing committee from June 16-26th,
- IBA
- Infrastructure Committee
- Mayor Office (by the end of July)
- Final draft to the Public (early fall).

No endorsement needed by CIPRAC

7. Future Agenda Items:

- a. ADA Updates-Thyme Curtis
- b. CBDG-James Nagelvoort