

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

**Minutes of Meeting**

**Thursday, September 25, 2014**

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<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"/> Planning Department

**Guests:** *Marla Robinson,-Economic Development, Krissy Maler-HUD, Elizabeth Mueller-Provisional, Nitsuh Aberra-Public Works, Tracy McCraner-Director FM, Christine Logan-Public Works*

**Support:** *Mohsen Maali, Angela Colton, Darren Greenhalgh, Reshannon Harrell, Elmer Dulay*

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**1. General Announcements/Discussion**

Tony Heinrichs brought meeting to order.

- Caryn McGriff was promoted to Principal Accountant
- Darren Greenhalgh was promoted to Assistant Director at Environmental Service Department.

**2. Approved CIPRAC Meeting Minutes from Aug. 28, 2014**

Minutes were approved

**3. Convention Center Sails Pavilion CIP Project**

Darren Greenhalgh announced to CIPRAC that the Convention Center sails have out lived their useful life. Darren stated he would like to create a CIP to replace the sails which is estimated to cost \$18-\$20 million. He stated that the original code that the sails were built under is no longer relevant today and that we will need to build the sails to current code requirements. Darren's estimated completion time for this project is four years. Darren is requesting CIPRAC's authorization to go before Council to ask that \$25K be added to the budget to start this project.

*Thyme Curtis motioned to approve, James seconded the motion. Motion approved.*

**4. P&R Request for Interim Use of \$250K from Other Departments General Fund I/O Reserves for the Immediate Repair of the Hall of Nations Foundations**

Andrew Field gave CIPRAC a presentation on the Balboa Park Hall of Nations ADA improvements. He stated that there were unforeseen conditions discovered during construction and that the building has been deemed unsafe. The foundation needs to be fixed and in order for it to be completed for December Nights we need to start the repair right away. Andrew asked CIPRAC for \$325K for the repairs.

Tony Hendrichs suggested that the amount be amended to \$400K to cover any unforeseen costs.

Tony motioned to allot \$400K from the facilities annual allocation for the repair of the Balboa Park Hall of Nations project, in which the Park & Recreation Department will reimburse the \$400K, if possible, from the Regional Park Improvement Fund . Motion was seconded by Julio.

***Motion approved.***

## **5. FY 2016 CIP Budget Calendar**

Benjamin Battaglia reviewed the Fiscal Year 2016 CIP budget calendar with CIPRAC. Below are the lists of high level dates to remember:

a.	CIP budget call memo released	10/13/2014
b.	CIP budget process training	10/22/2014
c.	Dept. of CIP budget by departments	10/22/2014-01/9/2015
d.	CIPRAC review of proposed budget	02/05/2015
e.	CIPRAC final mod. to proposed budget	02/26/2015
f.	Proposed budget released & presented to Council	04/14/2015
g.	Release mayor's May revision report	05/19/2015
h.	Present CIP may revise adjustments to CIPRAC	05/28/2015
i.	Adoption of budget resolution	06/08/2015

***Informational item only***

## **6. Review of Available CIP Funding & Cash Management Practices**

Angela Colton gave an update to CIPRAC on the review of available CIP funding & cash management practices. She stated that the departmental analyst group that is derived of Transportation Storm Water, Public Works, Public Utilities, Financial Management and Comptrollers Departments, has been broken up into three sub-groups to analyze in detail the CIP funding & cash management practice. Below is the breakdown of the three groups:

- Budgetary flexibility
- Pooled contingencies & semi-annual bid clean-up
- Process for budget review & clean-up

***Informational item only***

## **7. Multi-Year CIP Status Update**

Marnell gave CIPRAC and update on the Multi-Year CIP. She stated that she is working with Financial Management to determine the affordability of all projects submitted. Marnell stated that the FY 2016-2020 Multi-Year consolidated CIP call memo has went out and the deadline for submissions is Oct. 3, 2014. Marnell stated that the next steps are to compile the information, complete the budget in November, bring the Multi-Year CIP before Council in December and release the Multi-Year CIP in late December.

***Informational item only***

**8. Municipal Code Changed Related to MACC**

Paul Bowden and Darren Greenhalgh came before CIPRAC to ask approval to change the Municipal Code Chapter 2, Article 2, Division 33, Section 22.3310 (f) and (i). Changed recommendations are as follows:

***Current-Municipal Code Chapter 2, Article 2, Division 33, Sections 22.33 (f) and (i)***

- (f) A task order may not exceed \$10,000,000 without City Council approval.
- (i) The City shall not award a new task order under a multiple award design-build contact after June 30, 2017.

***Proposed Changes- Municipal Code Chapter 2, Article 2, Division 33, Sections 22.33 (f) and (i)***

- (f) A task order may not exceed \$30,000,000 without City Council approval.
- ~~(i) City shall not award a new task order under a multiple award design-build contact after June, 30, 2017. (Delete)~~

Darren stated that he has a \$17 million dollar task, the Catalina Project, which needs to go before council for approval and wanted to put this task with the municipal code change request as a justification for the changes to the municipal code.

**9. FY14 RTCIP Funds Allocation**

Linda Marabian Came before CIPRAC to request approval to fund three projects with Regional Transportation Congestion Improvement Program (RTCIP) funds. She mentioned that these are CIP projects and will meet the five year deadline of fiscal year '19. The projects are listed below:

- Torrey Pines Road Corridor Improvements-Phase 2                      \$1,500,000  
*(Sidewalk improvement, wider bike lanes, and resurfacing)*
- Genesee Ave.-Chateau Dr. to Sauk Ave. Sidewalk                      \$ 700,000  
*(Only regional transit funds can be used)*
- Traffic Signal Inter-Connector (Improving University Ave.)              \$400,000  
*(Part of a signal communication plan)*

***James motioned to approve, Tony seconded the motion.  
Motion approved.***

**10. Deferred Capital Bond**

James Nagelvoort stated to CIPRAC that at the next upcoming meeting we will discuss juggling money around for projects that depend on the Deferred Capital Bond Funds.

**11. IMCAT Coordination and One Dig**

Kris McFadden stated that IMCAT is being used as a construction tool and going forward, we will be using it to identify projects that require we only dig once and don't have to go back in for many years.

**12. Future Items**

No future items at this time.