

Capital Improvements Program Review and Advisory Committee (CIPRAC)

Minutes of Meeting Held On
Thursday, August 15, 2013

Members Present: *Nelson Hernandez (Chair), Kip Sturdevan, Mario Sierra, James Nagelvoort, Guann Hwang for (Ann Sasaki), Caryn Mcgriff, Kenneth Barnes, , Lakshmi Kommi, Gene Matter, Mary Wolford for Susan Madison, Julio Canizal, Tom Tomlinson, Ron Villa, Susan Bowman, for Dianne Modelo,*

Members Absent: *Tony Heinrichs, , Henry Foster, Scott Chadwick, Bryce Collins, Brain Fennessey, Andrew Field, Bill Fulton, Chirs Gonaver, Jeff Sturak,*

Guests: *Max Affarano, Nevien Antoun, Leigh Ann Sutton,*

Support: *Rex Narvaez, Reshannon Harrell, Mohsen Maali, Angela Colton, Benjamin Battaglia, Darren Greenhalgh*

1. General Announcements/Discussion

- a. James Nagelvoort informed CIPRAC that this will be the last meeting being held at 600 B Street. CIPRAC September meeting will be held at the Concourse Silver Room.
- b. Mary Wolford informed CIPRAC that Disability Services has a new name i.e., “The office of ADA Compliance and Accessibility.”

2. Approved CIPRAC Meeting Minutes of June 20, 2013

Minutes of June 20, 2013 was approved by CIPRAC.

3. New CIP Prioritization

Mark Nassar gave a presentation on CIP Prioritization to CIPRAC which will be given to the Infrastructure Committee on September 30, 2013. There is a 1472 being routed as an informational item only. The presentation covered CIP Prioritization Background, Stakeholders input, new City Policy, Asset Categories, Prioritization Factors, Scoring Weights, Project Phases, Implementation Process, and Schedule. Nelson commended staff who worked hard on developing the policy for doing a great job.

4. Application of Prevailing Wages Update

Nelson briefly informed CIPRAC about the background and what lead to the new law that establishes the requirements for paying the local prevailing wages on public works projects. Nelson informed CIPRAC that all CIP projects over 25K (and maintenance contacts over 15K) will be subject to prevailing wages. The City will be hiring Compliance Officer. Nelson and the Human Resources

Department will be meeting tomorrow 8/16/2013 to discuss the positions. James informed CIPRAC that since January 1, 2014 all contracts awarded will have the prevailing wages requirements. Nelson state that he thought the requirement was that any contract ADVERTISED after 1/1/14 needed to require prevailing wages, not AWARDED. There was unclear direction on this item. Nelson will check with City Attorney to confirm if the starting date applies to “Bided Project” or “Awarded Project.”

5. Status of the 5-year CIP Plan

James Nagelvoort informed CIPRAC that the City will develop and maintain a 5 year CIP plan. The first five years will cover FY2015 through 2019. The plan will be approved by both Mayor and Council. The plan will be used to develop the CIP Budget and guide the CIP. The plan will be renewed every two years and allow quarterly amendments. The plan will identify the City long-term CIP requirements to address existing and new infrastructure needs, discuss service levels, cover current and future financial capacity for the CIP, and provide a 5 year list of all Capital Projects including funding. This will go through Council and they will review 5years of projects and vote only on a budget for one year. James is looking at between July-November to do drafting, writing lay out, figure out what the needs are and by April to present to CIPRAC and Council as final.

Marnell informed CIPRAC that the Committee Groups stated they feel a disconnect, that they make recommendation and then don't hear back.

James stated that there may have to be two groups formed in order to get this item completed:

- a) Data collection team
- b) Writing team

James will send out an e-mail and would like a response of representative who will participate. James stated the Infrastructure committee requests a status update at the September 30, 2013 meeting. James asked CIPRAC, if there should be a written City policy for the preparation of the multi-year plan. CIPRAC discussed item in detail and agreed though there was no formal vote taken.

6. Deferred Capital Bond 3 Status

Darren Greenhalgh gave a presentation to CIPRAC on item and asked CIPRAC to consider four options.

1. Reallocation of Deferred Capital Fund 2 and 2a...In this option we would reallocate 2.7 million from Deferred Capital 2 Skyline Library Project and 2.8 million (2Mil from DC2A) from San Ysidro Library Project (which does not have a site yet) to fund South Mission Beach Station Project (DC2= 3.5 Mil, (DC2A 1.1 mil) and Fire Station 22 (DC2A = 0.9mil) which these two project are ready to be moved forward.
2. Option B plus extra facilities...In this option Darren informed CIPRAC that Option B total Deferred Capital of \$80 mil was Council approved, and we have an additional 14mil for the Skyline library. Deborah Barrow informed CIPRAC that we have a \$10 M donation for the Mission Hills Library Project and suggest that we move forward as soon as possible due to that

the donation is only valid while the donors are still committed. The donors are very enthusiastic to donate the money to this project.

3. Status Quo plus extra facilities
4. Status Quo plus City Council Office Request ... James informed CIPRAC that Public works would not be able to complete this option. James stated that Public Works would need additional staffing in order to have the capacity to deliver this option in a timely manner. Nelson stated that this might not be the right platform to discuss this item due to it is too in-depth and asked for volunteers to work with Darren on the item and come up with a more simplified explanation and options for CIPRAC to recommend. Those who volunteered were:
 - Kip Sturdevan, Director, Transportation and Storm Water Dept.
 - Debroah Barrow, Library Director
 - Lakshmil Kormmi, Director, Debt Management
 - Julio Canizal, Financial Manager

Nelson asked for a special session to finish the work on this item due to 1472 routing time constraints.

7. Upcoming Asset Assessments

Leigh Ann Sutton gave a presentation on Upcoming Asset Assessments to CIPRAC. The presentation covered Background, Purpose, Assessment Criteria, Methodology, and Assessment Contract procurement. Leigh Ann informed CIPRAC that there have been 445 buildings assessed already out of 1700 building City wide. Leigh Ann stated that there will be monies given by Public Utilities, ESD and other department in additions to 1 million budgeted for General Fund Assessments.

8. AM City Policy Update and Next Steps

Due to time limits, item was not discussed.

9. City Projects Status

Due to time limits, item was not discussed.

10. Future Agenda Items

- Documenting CIPRAC Policies
- Standardized City-wide “ Needs Assessment