

Capital Improvements Program Review and Advisory Committee

(CIPRAC)

Johnnie L. Perkins – DCOO Infrastructure/Public Works, Chair

Minutes of Meeting

Thursday, June 6, 2019

✓	ADA Comp & Accessibility	✓	Finance	✓	Public Utilities
✓	City Engineer	✓	Fire-Rescue	✓	Public Works
✓	DCOO Infra/Public Works		Fleet Operations	✓	Real Estate Assets
✓	Debt Management		Library	✓	Transportation & Storm Water
✓	Development Services		Mayor's Office	✓	Civic SD
	Economic Development	✓	Parks & Recreation	✓	IBA
✓	Environmental Services	✓	Planning		Office of Sustainability
✓	EOCP (Purchasing & Contracting)	✓	Police		

1. General Announcements/Discussions:

Johnnie L. Perkins, Deputy Chief Operating Officer, called the meeting to order at 1:05 pm.

Kris McFadden announced the promotion of Ben Battaglia to Transportation & Storm Water Deputy Director.

Informational item only.

2. Approve Minutes of the Last Meeting:

Kris McFadden, Director, Transportation & Storm Water, moved approval of minutes from the last meeting and James Gaboury, Deputy Fire Chief, Fire-Rescue, seconded motioned.

Minutes were unanimously approved.

3. Minor Repair Process:

Mark Nassar, Deputy Director, Public Works, and Deputy Director, Public Works, explained Department's process for project intake for minor repairs.

Informational item only.

4. Project Control Committee (PCC) By-Laws & Update:

Mark Nassar, provided updates regarding PCC objectives, tasks, roles, meeting logistics and membership.

James Gaboury, Deputy Fire Chief, Fire-Rescue, motioned approval of By-Laws and Kristin Geitz, Assistant Director, Real Estate Assets, seconded motioned.

James Nagelvoort, City Engineer, motioned approval of membership changes and Johnnie L. Perkins, Deputy Chief Operating Officer, seconded motioned.

Item approved.

5. 5 Year CIP (FY21-25) - Community Input:

Mark Nassar provided an overview of the input from the community.

Informational item only.

6. Future CIPRAC Meetings:

James Nagelvoort, proposed the need for more frequent CIPRAC meetings (once every two months) due to decentralization of the infrastructure.

Thyme Curtis, Executive Director, ADA Compliance & Accessibility, motioned approval of more frequent CIPRAC meetings and Kris McFadden, Director, Transportation & Storm Water, seconded motioned.

Item approved.

7. Process Improvement:

Akram Bassyouni, Deputy Director, Public Works, provided an overview of the proposed process improvements and explained the Capital Improvement Program policy, background and definitions. Mark Nassar, explained the transparency & prioritization of CIP.

Thyme Curtis, proposed to be a part of the Council Policy 800-14 discussion that involves updating the policy to which Mark Nassar will be confirming with staff for approval.

Informational item only.

Meeting adjourned at 2:33pm.