



Capital Improvements Program Review and Advisory Committee (CIPRAC)

Minutes of Meeting Thursday, Oct. 22, 2015

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- | | | | |
|--|--|---|--|
| <input checked="" type="checkbox"/> ADA Comp. & Assessment | <input checked="" type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Library | <input checked="" type="checkbox"/> Public Utilities |
| <input checked="" type="checkbox"/> Comptrollers | <input checked="" type="checkbox"/> Environmental Services | <input checked="" type="checkbox"/> Office of COO | <input checked="" type="checkbox"/> Transportation & Storm Water |
| <input checked="" type="checkbox"/> Debt Management | <input type="checkbox"/> EOC | <input checked="" type="checkbox"/> Park and Recreation | <input checked="" type="checkbox"/> Mayor's Office |
| <input checked="" type="checkbox"/> Development Services | <input checked="" type="checkbox"/> Financial Management | <input checked="" type="checkbox"/> Planning Department | <input checked="" type="checkbox"/> Public Works |
| <input checked="" type="checkbox"/> EAM | <input checked="" type="checkbox"/> Fire-Rescue | <input checked="" type="checkbox"/> Police | <input checked="" type="checkbox"/> Real Estate Assets |
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1. General Announcements/Discussion

Paz Gomez, Deputy Chief Operating Officer, Infrastructure/Public Works called the meeting to order.

1. James Nagelvoort, Director of Public Works Department welcomed Caryn McGriff to the Public Works Department as the new Deputy Director of the POS Division.
2. Kris McFadden, Director of Transportation and Stormwater introduced Vic Bienes as the new Assistant Director of Transportation and Stormwater Department.
3. Tracey McCraner, Director of Financial Management introduced Michael Clark who will be replacing Caryn McGriff at CIPRAC Meetings.

2. Approve CIPRAC Meeting Minutes of September 24, 2015

Approved

3. Design-Build Training :

Luis Schaar, Assistant Deputy Director of Field Division gave a presentation on Team Approach Partnership.

Informational item only

4. DIF Bowl

Tom Tomlinson, Assistant Director of the Planning Department informed CIPRAC of the DIF and SPF allocations and asked for approval of the various allocations per project. Below are the project allocation lists.

- A. Communities without enough funding to fund all staff request:
- | | | |
|-------------|------------|----------------------|
| 1. Mid-City | DIF Amount | \$200,000 - Approved |
| 2. Mid-City | SPF Amount | \$9,699 - Approved |
- B. Communities with enough funding to fund all staff requests:
- | | | |
|-------------------------|------------|---------------------------|
| 3. Barrio Logan | DIF Amount | \$60,00 - Approved |
| 4. Clairemont Mesa | DIF Amount | \$100,000 - Approved |
| 5. College | DIF Amount | \$70,000 - Approved |
| 6. Greater Golden Hill | DIF Amount | \$25,000 - Approved |
| 7. Greater North Park | DIF Amount | \$598,569 - Approved |
| 8. Greater North Park | SPF Amount | \$240,918 - Approved |
| 9. Kearny Mesa | DIF Amount | \$500,000 - Approved |
| 10. La Jolla | DIF Amount | \$75,000 - Approved |
| 11. Ocean Beach | DIF Amount | \$ 55,000 - Approved |
| 12. Old San Diego | DIF Amount | \$375,000 - Approved |
| 13. Pacific Beach | DIF Amount | \$60,000 - Approved |
| 14. Peninsula | DIF Amount | \$900,000 - Approved |
| 15. Rancho Bernanrdo | DIF Amount | \$114,600 - Approved |
| 16. San Ysidro/TJ River | DIF Amount | \$ 1,150,000 - Approved |
| 17. SESD/Encanto | DIF Amount | \$1,250,000 - Approved |
| 18. S. University City | DIF Amount | \$70,000 - Approved |
| 19. Tierrasanta | DIF Amount | \$1,550,000 - Approved |
| 20. Uptown Community | DIF Amount | \$1,150,000 - Approved |
| 21. RTCIP | DIF Amount | \$1,388,253 - Contingency |
- Approval (approved only if funds are not already spoken for)
- C. Communities with funds available and no staff request:
- | | | |
|------------------|------------|-----------------------------|
| 22. Linda Vista | DIF Amount | \$200,000 - Informational |
| 23. Midway/PH | DIF Amount | \$2,300,000 - Informational |
| 24. San Pasqual | DIF Amount | \$35,000 - Informational |
| 25. Torrey Pines | DIF Amount | \$450,000 - Informational |

5. FYFY17 CIP Budget Development Key Dates:

Michael Clark, Senior Budget Development Analyst with Financial Management, presented CIPRAC with the Fiscal Year 2017 CIP Budget Calendar.

Informational item only

Fiscal Year 2017 CIP Budget Calendar (As of 10/14/2015)

FY 2017 CIP Budget Call Memo Release	10/12/2015
FY2017 CIP Budget Process Training	10/21/2015
Development of CIP Budget by Departments	10/21/2015 to 01/08/2016
FY 2017 CIP Proposed Budget Draft Sent to CIPRAC	02/01/2016
CIPRAC Review of FY 2017 CIP Proposed Budget	02/04/2016
CIP Narratives are due from Departments	02/19/2016
CIPRAC Considers Final Modifications to FY 2017 CIP Proposed Budget	02/25/2016
FY 2017 CIP Proposed Budget Presentation for Mayor	02/26/2016
FM Finalizes FY 2017 Proposed Budget Document	03/25/2016
FY 2017 Proposed Budget Released	04/15/2016
Presentation of FY 2017 Proposed Budget to City Council	04/18/2016
FY 2017 May Revise CIP Adjustments Submitted by Departments	04/29/2016
City Council Budget Hearings ¹	05/04/2016 to 05/10/2016
Meet with Mayor for Final CIP May Revision Decisions	05/10/2016
Release Mayor's May Revision Report	05/17/2016
Presentation of May Revision to City Council ¹	05/19/2016
Present FY 2017 CIP May Revise Adjustments to CIPRAC	05/26/2016
Adoption of FY 2017 Budget Resolution¹	06/13/2016
CIP Call Memo Release for FY 2017 CIP Adopted Budget Publication	06/20/2016
Updated CIP Narratives are due from Departments	07/08/2016
Adoption of FY 2017 Appropriation Ordinance ¹	07/11/2016
FY 2017 CIP Adopted Budget Available in SAP	07/11/2016

¹*Pending Legislative Calendar*

6. EDCO Funds:

Andy Field, Assistant Director with Park and Recreation Department and Tracy McCraner, Director of Financial Management, presented information on the EDCO Community Fund Agreement, EDCO Community Fund Updated Eligible Items, EDCO Map as of FY 13, EDCO Community Fund Amendment 200, and the Community Fund Remaining Balance.

Informational Item only

7. Updating AR 1.60 Capital Improvements Programming:

James Nagelvoort, Director of Public Works Department, requested that CIPRAC take a look at the Administrative Regulation 1.60, Capital Improvements Programming, and send any amendments and/or comments back to him. He stated that the Public Works Department will take the lead on typing up the revision of this AR.

8. Winter Preparation (El Nino Forecast):

James Nagelvoort informed CIPRAC that this coming winter we are expecting El Nino and there is \$1 Million in CIP for emergencies only. There is a pre-approved contractors list by trade. James stated that he and Paz Gomez have the authority to approve additional funds for emergencies. If the fund are allocated to a department, it is the department's responsibility to reimburse the fund.

9. Multi-Year Capital Planning Outlook Update:

Rimah Khouri, Program Manager with Public Works, gave an update on the Multi-Year Capital Planning Outlook.

10. CIP Naming Convention:

Thyme Curtis, Exec Director of ADA Comp. & Assessment in following up on a previous CIPRAC meeting presented the proposed change to the CIPRAC project naming convention:

"The use of the term ADA in the project title is subject to the approval of the Office of ADA Compliance and Accessibility."

Item approved

11. Future Agenda Items: