

Capital Improvements Program Review and Advisory Committee (CIPRAC)

Paz Gomez - DCOO Infrastructure/Public Works, Chair

Minutes of Meeting

Tuesday, November 1, 2016

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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 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 checked="" type="checkbox"/> EOC | <input checked="" type="checkbox"/> Park and Recreation | <input 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"/> IAM | <input checked="" type="checkbox"/> Fire-Rescue | <input checked="" type="checkbox"/> Police | <input checked="" type="checkbox"/> Real Estate Assets |

1. General Announcements/Discussion

- Paz Gomez, Deputy Chief Operating Officer called the meeting to order. Time: 1:13 p.m.
- Caryn Mcgriff, Deputy Director, Public Works Department stated CIP update. Finalizing the report for FY16 and will send out for review.
- James Nagelvoort, Director, Public Works Department introduced Sheryl Cyprian, Associate Management Analyst of Public Works, her team and the New CIPRAC changes for subsequent meetings.

2. Approve CIPRAC Meeting Minutes of September 21, 2016

Minutes were approved.

3. DIF Bowl Results:

Tom Tomlinson, Assistant Director, Planning Department summarized Impact Fees and Asset Type for Fiscal Years 2017-2018. Will email results of pending items.

Informational item only.

4. Facilities Condition Assessment and Proposed Service Levels: Leased General funds Facilities:

Richard Leja, Deputy Director, Public Works Department and Leigh Ann Sutton, Associate Engineer-Civil, Public Works Department, gave an overview on Assessed Leased Buildings in the City and discussed current Facilities Condition Index (FCI).

Informational item only.

5. Discuss Draft Revised CIPRAC Governance:

- Paz Gomez, Deputy Chief Operating Officer discussed Developing a Project Initiatives Committee and suggested looking at Mayor's office as an advisory nature.
- Michael Clark, Budget Coordinator, Financial Management Department suggested the Mayor's Representative should be removed as a member of CIPRAC, and CIPRAC should be reporting to the Mayor's office. CIPRAC discussed in detail.

Informational item only.

6. IAM SD-Asset Management Planning:

Erin Noel, Program Manager, Infrastructure Asset Management thanked her IAM SD Team and presented an update for projects describing issues that require change in the business process in order to maximize benefits. Discussed phase timelines to improve efficiency and effectiveness to be launched by January 25, 2017. Options, benefits and challenges of process were discussed and voted on.

Rania Amen Motioned to Approve Option #3 - Hybrid Approach
Kris McFadden Seconded

Item approved