

Capital Improvements Program Review and Advisory Committee (CIPRAC)

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

Minutes of Meeting

Thursday, March 14, 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:

James Nagelvoort, Director, Public Works Department, called the meeting to order at 1:05 pm.

- James Nagelvoort initiated introductions around the room.
- Andy Field announced the promotion of Ryan Barbrick to Supervising Management Analyst. Ryan will also serve as Andy's back-up.

2. Construction Close-Out Process (Punchlist):

Luis Schaar, Deputy Director, Public Works Department clarified the Streamlining CIP Project Closeout objective and addressed current concerns, benefits, areas of improvement, punchlist stage and process improvements.

Informational item only.

3. Project Control Committee New Member Additions:

Mark Nassar, Deputy Director, Public Works Department proposed the latest membership changes for the CIPRAC subcommittee.

- Thyme Curtis, Executive Director, ADA Compliance & Accessibility, requested to be a member and represent ADA.

Tom Tomlinson motioned to approve new membership changes, including Thyme Curtis, ADA, as a non-voting member
James Nagelvoort seconded

Item Approved.

4. ATI Committee & Council Follow-Up Items:

James Nagelvoort, Director, Public Works Department and Myrna Dayton, Assistant Director, Public Works elaborated on the fixes to the “5 year CIP Outlook FY2020-2024”, critical vs discretionary AMD “needs”, request of additional separation for “large” spending amounts and funding rules & policy.

Informational item only.

5. FY20 Budget Process Update and Year End Consolidated Action:

Caryn McGriff, Financial Operations Manager, Department of Finance, briefly supplied an update on the FY20 Budget Process and Year End Consolidated Action.

Informational item only.

Meeting adjourned at 2:30 p.m.