

**Capital Improvements Program Review and Advisory Committee  
(CIPRAC)**

Final  
Minutes of Meeting  
Thursday, April 24, 2014

---

<input checked="" type="checkbox"/> Fire-Rescue	<input checked="" type="checkbox"/> ADA Compliance and Assessment	<input checked="" type="checkbox"/> Public Works
<input type="checkbox"/> Library	<input checked="" type="checkbox"/> Comptrollers	<input checked="" type="checkbox"/> Police
<input checked="" type="checkbox"/> Office of COO	<input checked="" type="checkbox"/> Environmental Services	<input checked="" type="checkbox"/> Transportation & Storm Water
<input checked="" type="checkbox"/> Park and Recreation	<input checked="" type="checkbox"/> Public Utilities	<input type="checkbox"/> EOC
<input checked="" type="checkbox"/> Debt Management	<input checked="" type="checkbox"/> Development Services	<input checked="" type="checkbox"/> EAM
<input checked="" type="checkbox"/> Facilities Financing	<input checked="" type="checkbox"/> Financial Management	<input type="checkbox"/>

**Guests:**      *Marnell Gibson-Deputy Director, Raymond Ngo, Jr. Engineer, Dan Burt Associate Engineer-Civil, Tony Taif, Assistant Management Analyst, Gene Matter, Assistant Deputy Director*

**Support:**      *Mohsen Maali, Darren Greenhalgh, Reshannon Harrell, Elmer Dulay*

---

**1. General Announcements/Discussion**

Angela Colton announced that she is the interim ADA Deputy Director for the next two weeks then Thyme Curtis will take over.

**2. Approved CIPRAC Meeting Minutes from March 27,2014**

Minutes approved

**3. National Public Works Week**

Informational item: National Public Works Week is May 18-24

**4. Allocations of Regional Park Improvement Funds from Annual Allocation AGF00005 to Various Capital Improvement Projects**

Item discussed at last meeting

**5. May 6 FY15 CIP Budget Presentation & Asset Owning Department Roles**

James Nagelvoort informed CIPRAC that the on May 6, 2014 the CIP budget will be presented at council. Financial Management and Public Works will be walking council through the FY15 Budget, listed projects, awarded projects and updating them on the Multi-Year CIP Plan; and if needed follow up on any item May 9<sup>th</sup>, 2014.

### May Revise for CIP Budget

The Mayor's recommended revisions to the Fiscal Year 2015 Proposed Budget (May Revision) are scheduled to be released on May 20, 2014. Operating Budgets may enter Fiscal Year 2015 May revisions request for operating budget only directly in the Public Budget Formulations system using the Budget Adjustment Form. Capital Improvements Program (CIP) Budgets can submit May revision requests for CIP budget using Attachment 1 of the Mayor's May revision request memo.

After discussion of the waterfall list, Benjamin received 4 additional project requests from Transportation and Storm Water to allocate the listed amount of monies to each project.

1. Resurfacing of City Streets (AID00005)	\$42,000,000
2. New Walkways (AIK00001)	\$3,000,000
3. Concrete Streets (AID00006)	\$2,000,000
4. Otay Mesa Truck Route Phase 4 (S11060)	\$9,350,000

James Nagelvoort motioned that CIPRAC accepts 3 projects, eliminating Otay Mesa Truck Route Phase 4 (S11060) and reducing the Resurfacing of City Streets project dollars to \$5 Million. Caryn second the motions.

### 6. Additional FY15 Proposed CIP Budget Adjustments

CIPRAC discussed the General Fund allocation of \$2 million dollars for non-CIP work. Angela Colton stated that the Bond Requisition Support and the Survey Monument support is an automatic total deduction of \$250.00. CIPRAC decided to allocate \$950,000 for CIPRAC to hold in reserve and \$800,000 allocated to the departments. James Nagelvoort motioned to allocate \$800,000 divided equally amongst the 8 departments listed below. Stan seconds the motions.

1. Real Estate Assets
2. Park & Recreation
3. Transportation/StormWater
4. Environmental Services
5. Library
6. Fire
7. Police
8. Office of ADA Compliance and Associability

### 7. XDocs Drawing Access Restrictions

Susan Bowman informed CIPRAC that the XDoc Drawing Management System is not secure and is open to all users. She proposed that the access be locked down and require a password to access. The change will be implemented on June 1, 2014 and those who would need access to the system should fill out the form and email Susan Bowman or Dan Stone. Susan would also support ideas on how to spread the word to users.

### 8. RTIP Presentation

Hasan Yousef gave a presentation on Transnet Local Street and Roads Program-2014 RTIP which he will be presenting to the Infrastructure Committee on May 12, 2014. Hasan discussed Transnet Extension Funds, 2015 Proposed Transnet Budget, Maintenance of Effort (MOE), FY2015 Proposed Transnet May Revisions and the Proposed Transnet 5yr Program of Projects 2015-2019.

RTIP 5yr Plan highlights.

1. Completion of existing stand alone roadway improvement projects
2. Funding for resurfacing of City streets
3. Creation of a "Universal Streets" annual allocation
  - a. Ability to fund larger projects
  - b. Combine assets within a project

9. **Multi-Year CIP Status Update.**

Marnell gave CIPRA an update on the Multi-year CIP. Marnell stated that we are currently in the organizing data phase of the Multi-years Plan. The time schedule for the Multi-Year is to draft the plan for editing purposes in June, July present it to the Infrastructure Committee, and by September to discuss, finalize and approve the Multi-year Plan.

10. **Future Agenda Items:**

- a. Documenting CIPRAC Policies
- b. ADA Presentation
- c. List of Project on Mayoral List