



Capital Improvements Program Review and Advisory Committee (CIPRAC)

Minutes of Meeting

Thursday, May 28, 2015

<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 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 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

1. General Announcements/Discussion

- James Nagelvoort, Director of Public Works Department, called the meeting to order.
- Kris McFadden, Director of Transportation & Storm Water Department, announced that Nathaniel Patterson has accepted the position of Program Manager for Streets Division.
- James Nagelvoort, Director of Public Works Department, announced that the name tags will be created for members only with each individual names and the member's backup will have a department name only name tag.
- Stan Griffith, Assistant Director of Public Utilities, announced that Leigh-Ann Jones-Santos has been appointed to Assistant Director of the Business Support Branch.
- Mohsen Maali, Senior Civil Engineer of Public Works requested members that they remind staff of the CIPRAC's policy regarding the project naming convention. Caryn McGriff, Financial Management, will send out the policy to those with access to create projects.

2. Approve Amended CIPRAC Meeting Minutes of Dec 18, 2014.

Andy Fields, Assistant Director of Park and Recreation asked that the previously approved Park & Recreation CIP fund allocation be included in the minutes of December 18, 2014 in which this item was originally discussed and approved by CIPRAC for the record.

3. Approve CIPRAC Meeting Minutes of Last Session

Approved

4. Storm Water Permit - Prior Lawful Approval

Kris McFadden, Director of Transportation & Storm Water, Sumer Hasenin, Senior Civil Engineer, and Andrew Kleis, Deputy Director of Transportation & Storm Water, gave an overview of the Storm Water Permit Prior Lawful approval regulations.

Informational item only.

5. FY16 May Revise CIP Adjustment

Benjamin Battaglia, Budget Coordinator with Financial Management, gave CIPRAC and overview of the Capital Improvements Program (CIP) FY2016 May Revision.

Informational Item only

6. City CIPs for CDBG Funds

Sima Thakkar, HUD program Manager, informed CIPRAC of the \$3M DIF funds that needs to be spent and informed CIPRAC of council and application deadlines.

Informational item only.

7. PWD Customer Satisfaction Survey

Mark Nassar, Deputy Director of Right of Way Division stated that the Customer Satisfaction Survey was sent out, but Mark found that all departments were not included in the original email. Mark has indicated that the survey be resent to capture the all departments and the deadline to submit the survey has been extended to June 5, 2015.

Informational item only.

8. Vacant/Available City Facilities

James Nagelvoort informed CIPRAC of the upcoming city wide hiring of 400 new employees and let CIPRAC know that facility assessment have been conducted on building City wide. The Real Estate assets Department is working on placement of the new employees and assessing if current buildings are feasible for the currents occupants needs.

Informational Item only.

9. Non Agenda Item:

Caryn Mcgriff, Principal Accountant, Comptrollers, stated that the City Attorney's Office wanted to make sure that CIPRAC had approved of the allocation of \$500K of Civic SD bond funds to Beta St Green Alley, a new Civic SD managed CIP project. The CAO referenced the requirement was part of a Council Policy. Because CIPRAC is unsure which CP the CAO was referring to, it did not want to make a motion or take a vote on the action because prior CIPRAC approval may not be a true requirement for new CIP projects to be heard at Council.

No action required.

10. Future Items

CIPRAC briefly discussed:

- EAM Policies
- The Potential involvement of Civic San Diego on CIPRAC
- Bond Proceeds from the former Redevelopment Agency for Capital Projects