

*Capital Improvements Projects Advisory Committee Meeting
(CIPAC)
July 20, 2011 Meeting Minutes*

I. Call to Order

Following a brief election of Crista Binder as CIPAC Chair, Crista called the 2011 CIPAC meeting to order at 6:08 p.m. on July 20, 2011 in the City of El Segundo, Human Resources Conference Room, 350 Main Street, El Segundo, California 90245.

II. Roll Call

The following CIPAC Committee members were present:

- Crista Binder
- AJ Paz
- Chris Powell
- David Atkinson
- Scott Houston

The following Councilmember was present:

- Carl Jacobson

The following staff members were present

- Stephanie Katsouleas, Public Works Director
- Maryam Jonas, Principal Engineer

No members of the public attended.

III. Public Communications

None.

IV. Special Order of Business

Public Input for Potential Capital Projects for the 2011-12 CIAPC Program (Public Hearing). No members of the public attended.

V. New Business

A. *Year in Review of Projects Funded Through the FY 2010-11 CIPAC Program.:*

S. Katsouleas provided as part of the agenda package a summary of the five (5) projects awarded funding last year and reviewed verbally the status of each as completed, active or not yet initiated. She also provided a status update of a the City Fiber Project, which was funded several years ago through CIPAC.

B. *Evaluation of the 18 Capital Improvement Projects Under Construction for Bond Funding.*

S. Katsouleas pulled the item from the agenda, stating that the City Manager would like to take the list back to City Council before CIPAC review. Katsouleas estimated that the item would come back to CIPAC in

September following City Councils next strategic planning session. Committee members asked what type of projects were on the list. Katsouleas reviewed the goal and intent of each project, gave an overview of how the list was developed but stated that it was only in draft concept. There may be other projects added to the list or projects removed before it is finalized. However, Council must consider and approve the funding concept before the list can be refined through CIPAC and public participation.

- C. ***Evaluation of New Projects Proposed for 2011-12:*** S. Katsouleas confirmed that there were no general fund monies again this year that would be used for capital projects, and that the only projects being presented were projects eligible for funding through propositions, grants and enterprise funds. AJ Paz asked for clarification on whether the committee was going to rate and score each project according the established criteria, or whether staff was asking for blanket approval. Katsouleas stated that the only projects being brought forward were the ones identified as the highest priority within each funding category. Katsouleas then introduced each of the five (5) projects and provided a summary of the need for each. They included design funding for El Segundo Blvd street improvements, conversion of commercial and industrial meters to an automatic meter read system, rehabilitation of local streets, the annual slurry seal project, and the annual curb and sidewalk repair program. A.J. Paz made a motion to approve the list and it was seconded. Motion passed 5/0.

VI. Reports

- A. ***Public Works Director:*** S. Katsouleas provided to the committee an overview of all the various functions performed through the City's Engineering Department, the majority of which are not CIPAC projects. She highlighted the many ways Engineering helps other City departments through bidding, plan check, repairs, permits and fee waivers as well as the oversight and implementation of capital projects completed through grant funding.
- B. ***CIPAC Members:*** No reports given. However, David Atkinson requested that next year, CIPAC members be given the detail sheets for projects under consideration several weeks in advance to have time to review before the meeting is held. Katsouleas concurred.

VII. Public Communications

None.

The meeting adjourned at 8:42 p.m.
Minutes submitted by S. Katsouleas

- **Public Communications**
- James Castro – Republic Services (Consolidated). We had a huge desire to stay in the City.

VI. Adjournment

- The meeting was adjourned at 6:48 p.m.

Minutes submitted by: Jill Moeller