



## **Capital Improvement Projects Advisory Committee (CIPAC) June 13, 2018 Meeting Minutes**

### **CALL TO ORDER**

CIPAC Chair, Mike Rotolo, called the 2018 CIPAC meeting to order at 6:11 PM on June 13, 2018 in the City of El Segundo, HR Conference Room, 350 Main St., El Segundo, California 90245.

### **ROLL CALL**

The following CIPAC Committee members were present:

- Mike Rotolo
- Jerome Scott
- Mike Van Kleeck
- Eric Kari
- William Whalen

The following staff members were present:

- Lifan Xu, City Engineer
- Ken Berkman, Public Works Director
- Cheryl Ebert, Senior Civil Engineer

The following representatives from Recreation and Parks were present:

- Meredith Petit, Recreation and Parks Director
- Bob Motta, Recreation and Parks Commissioner
- Lee Davis, Recreation and Parks Commissioner

### **PUBLIC COMMUNICATIONS**

None.

### **NEW BUSINESS**

#### **1. Review and CIPAC criteria with input from Recreation and Parks**

- Mike Rotolo went over the CIPAC criteria that is used to rank all projects presented to the CIPAC. As related to Community Input (CI), the CIPAC typically relies on public input or communications, which is typically minimal.
- Ken and Lifan provided an update on some of the projects on the FY 2017-2018. Notable differences between FY2017-2018 projects and proposed FY2018-2019 projects is that not many facilities upgrades are presented, pending the facilities condition assessment currently underway. Recreation and Parks projects are more prevalent on the list.
- Meredith provided an update on the Recreation and Parks projects on the FY 2017-2018 CIPAC recommendation list as follows:

1. Fitness Trail at Memory Row (ranked 9) – City Council recommended to not fund this fiscal year, pending Recreation and Parks community outreach survey.
  2. Main and Imperial Irrigation & Landscape Project (ranked 10) – project was dropped from the list. It could potentially be a larger project to beautify the entrance to El Segundo.
  3. Golf Course Lighting (ranked 11) – Included with the Top Golf proposal that was not recommended by City Council.
  4. Splash Pad at Acacia Park (ranked 12) – work related to the sewer pump station is still ongoing. The Recreation and Parks Department hired a consultant to provide design concepts for that location.
  5. Hockey Rink Replacement (ranked 13) – project is moving forward in the Public Works Department.
- Meredith provided a summary of the Recreation and Parks Facility Needs & Recommendations presentation that was given to City Council on April 17, 2018. Based on the presentation, City Council recommended to fund an additional \$250,000 in Recreation and Parks projects. Three projects fell within that budget, which are the Holly/Valley Park playground replacement, shade structures at Campus El Segundo, and Teen Center upgrades.
  - Meredith and the commissioners confirmed that they do not see a major shift in facility needs over the next 5 years based on the community survey, with renovations to the Plunge and Clubhouse as the high priority facilities.
  - Meredith informed CIPAC members that playgrounds are now included in the equipment replacement fund.
  - CIPAC asked for the Recreation and Parks final recommendations, which would help the CIPAC in evaluating the projects. A handout of the presentation from the April 17, 2018 council meeting was provided.
  - Motion passed by CIPAC members to receive Recreation and Parks facility rankings prior to CIPAC review and then allow the Recreation and Parks Commission to review the rankings and recommendations of the CIPAC prior to presenting to the City Council.

## **2. Evaluation of Capital Projects under Consideration for Infrastructure Funding**

- Ken, Meredith, Bob, and Lee were not in attendance for this agenda item.
- CIPAC members discussed and evaluated 14 projects, 9 of which were on the FY2017-2018 project list. CIPAC members provided scores for all 14 projects. Public Works documented the scores and will compile the information and report back to CIPAC members with the rankings. Results will also be shared with the Recreation and Parks Commission for collaboration.
- CIPAC members decided that the next meeting on June 28 would not be needed. A tentative meeting for July 9, 2018 was discussed, in which the public will be formally invited to. Lifan to send a meeting invite once the meeting dates are finalized.

## **REPORTS**

None.

The meeting adjourned at 9:01 PM.

Minutes submitted by Cheryl Ebert