
PLANNING & ZONING COMMISSION

April 20, 2009

Minutes

Members Present: Bruce Bixby
Ovelia Campos
Gary Glenn
Tim McClarty
David Todd

Members Absent: Fred Famble
Clint Rosenbaum

Staff Present: Evalin McClain, Assistant City Manager
Jon James, Director of Planning and Development Services
Dan Santee, City Attorney
Ed McRoy, Assistant Director of Planning and Development Services
Mike Hall, Director of Community Services
Paul Knippel, Director of Public Works
Ken Dozier, Fire Chief
JoAnn Sczech, Executive Secretary, Recording

Others Present: Dave Boyll

Item One: Call to Order

Mr. McClarty called the meeting to order at 5:31 p.m. and declared a quorum present.

Item Two: Invocation

Mr. McClarty gave the Invocation.

Item Three: Capital Improvements Program

Public hearing and possible vote on a recommendation from the Planning and Zoning Commission to the City Manager regarding the 2009-2013 Capital Improvement Program (CIP).

Mr. Ed McRoy presented the staff report for this item.

The Capital Improvements Program (CIP) is a 5-year plan used to identify needed capital projects and to coordinate the financing and timing of these projects. CIP projects are long-term investments with a live span of at least 15 years and/or exceeding a cost of \$25,000 and include:

- ⇒ Construction of buildings or facilities with an estimated cost in excess of \$25,000
- ⇒ Purchase of major equipment and vehicles
- ⇒ Major equipment or furnishings required for the utilization of new or renovated buildings
- ⇒ Major acquisition of land or other property
- ⇒ Studies pertaining to capital improvements that require the employment of outside professional consultants

Mr. McRoy explained the CIP process and the program schedule. Consideration of the CIP program is somewhat behind schedule this year due to revisions as a result of the Federal Stimulus Package. Also, the revenue projections and the amount of funds available for the CIP were significantly reduced from what was originally thought to be available.

Financing for the CIP primarily rely on Certificates of Obligation (CO); however, other sources include funding from General Obligation (GO) bonds, general fund revenue, water and sewer utility fund revenues and state and federal funds in the form of grants or other assistance. In addition, alternative funding sources are being utilized – alternative funding (encumbered funds) can only be utilized for specific purpose. One of the alternative funding projects is the Trommel Screen and Compost Equipment which totals \$900,000.

The 5-Year CIP program for the years 2008-2012 totaled \$11,816.800. The 5-year CIP program for the years 2009-2013 totaled \$9,414.000. The dollar and percentage breakdowns for capital projects for this year are as follows:

Transportation and Drainage:	\$1.3 Million	51%
Public Safety	\$0	0%
Facilities	\$100,000	31%
Park Improvements	\$250,000	11%
Other	\$900,000	35%

Mr. Glenn asked about the HVAC equipment for fire stations #3, #4, and #7. Stations #3 and #4 are on the list for demolition or replacement in the future and asked if the expenditure of funds for HVAC equipment is being wisely spent – can the station “make do” with the current equipment?

Chief Ken Dozier responded that these stations are indeed in line for replacement; however, there is an immediate need for these systems to be updated. The City’s Maintenance Division has stated that there is a need for this upgrade.

Mr. McRoy stated that what is not reflected in the CIP program is information in relationship to a federal grant – Energy Efficiency Block Grant Program. Application must be submitted for these grants and staff is working on creating this program to obtain funds to upgrade City facilities.

Mr. Bixby asked why the composting equipment has become so important so quickly and why some of the street projects have been removed from the list or moved to a later year (such as Industrial and Grape)

Mr. McRoy stated that the compost equipment is being purchased with funds from the Solid Waste Division. Purchases made with these funds must be utilized for something within the Solid Waste program. Mr. McRoy stated that the purchase of the compost equipment will allow the City to generate revenue through the sale of compost and mulch that will be sold to the landscape contractors with the area.

Mr. McClarty opened the public hearing. No one came forward and the public hearing was closed.

Mr. Gary Glenn moved to forward the CIP to the City Manager. Ms. Campos seconded the motion and the motion carried by a vote of five (5) in favor (Bixby, Campos, Glenn, McClarty and Todd) to none (0) opposed

Item Nine: Adjourn

There being no further business, the Planning and Zoning Commission meeting was adjourned at 5:57 p.m.

Approved: _____, Chairman