

**MINUTES**  
**CAPITAL IMPROVEMENT COMMITTEE**  
October 8, 2007

Present were Mayor Raeanne Presley, Alderman Jack Purvis, Alderman Bob McDowell, David Edie and Interim City Administrator, Frank Schoneboom. Also present were City Engineer, David Miller, and Public Works Director, Larry VanGilder.

**Item No. 1: Introduction of New Members.** Mayor Presley convened the meeting by welcoming new member David Edie and thanked him for volunteering his time to the committee. She also recognized Chuck Adams as a new committee member but he was not present at today's meeting.

**Item No. 2: 2008 Capital Budget Review.** Mayor Presley began the meeting by reviewing the line item capital budget for fiscal year 2008. Some discussion was mentioned concerning vehicle purchases. Mr. McDowell recommended, as a policy for the city, to look at total units already in inventory before purchasing vehicles for replacement and maintain criteria for replacement. Mr. Schoneboom suggested that the city keep a master inventory and review it annually.

The next item discussed was the Police Department Space Study. Mr. Miller stated that a request for proposals needs to be prepared and solicited to the consultants currently on file with the city. Mr. McDowell asked if one of the requirements would be if the consultant has any experience in jail facilities? Mr. Miller replied that he would state that in the criteria package.

Mayor Presley then inquired about the restroom facility in the budget. Mr. VanGilder replied by stating that this facility is a portable restroom that will be located at the boat dock.

Mayor Presley questioned the completion of the colored route signage. Mr. VanGilder replied that the process of compiling information should be in January and February and that staff is currently awaiting a list from MoDOT concerning approval on right of way. Mr. Purvis stated that the colored route signage needs to be user friendly for visitors. It was suggested that a map of the proposed signage be provided to the committee members for the next meeting. Mr. McDowell asked if when the colored routes turn, can the city paint on the roads to give better directions to the visitors? Mr. VanGilder replied that the revisions to the colored route system would improve the existing signs and that should be sufficient.

Some discussion of the maintenance of pumps at the sewer and water treatment plants was mentioned regarding bearing replacement, impellers and rebuilding of pumps. The next item discussed was the Cooper Creek Treatment Plant expansion. Mr. VanGilder and Mr. Miller explained to the committee that the design work would entail at least one year. Both explained that a wastewater study is in the process at this time. City staff has been reviewing the draft copy. Mr. McDowell inquired how the consultant bases the information for the study. Mr. VanGilder explained that as part of the proposal the consultant is to project out 10-20 years. Mayor Presley suggested that the consultant (Archer) present at the next regularly scheduled meeting of the committee.

The next item for discussion was the Fall Creek Road extension project. Mr. Miller explained that for the next phase of the project, the city needs to consult two property owners concerning an easement for a sewer line. Mr. Schoneboom inquired when this project should be complete. Mr. Miller replied that the project should be complete by spring 2009.

Mr. Purvis inquired the status of the curb and guttering project. Mr. VanGilder stated that the project should be complete within 2 years. Mr. Purvis asked if the intent of curb and guttering is to control runoff or for aesthetic purposes. Mr. VanGilder stated that the city also looks at safety issues when considering curb and gutter. Mayor Presley recommended that Mr. VanGilder give a presentation on curb and gutter at the next scheduled meeting of this committee.

**Item No. 3: Status Update on Current Capital Projects** Mr. Miller explained that the intersection of Fall Creek Road & Hwy. 76 project is on schedule and that signage is up explaining no left turn lane and providing alternate directions to citizens and visitors to Fall Creek Road. Mr. Miller also explained that Lift Station #31 is to be awarded at the Board of Alderman meeting this evening.

Mr. Schoneboom suggested that staff provide a calendar for projects. Mr. McDowell suggested that staff create a link on the website. Mr. McDowell also requested that Mr. VanGilder provide a list of the overlay projects for the next fiscal year.

Mayor Presley inquired if there were any projects from the 2007 budget still to be completed. Mr. Miller replied that a water master plan is in process. The other project remaining project is the Hwy. 248 Intersection with Business 65. Mr. Miller explained that MoDOT is in the process of acquiring right-of-way needed for the project. The project should bid in the fall of 2008 and it will take about 1-½ years for construction.

**Item No. 4: Review of Latest Downtown Street Study** Mr. McDowell discussed the latest downtown street study prepared by Berger Devine Yeager and stated that it was a very well thought out report. He inquired about any future studies needed. Mr. Miller explained that MoDOT has a program available for studies that cost less than \$10,000. This program allows cities to conduct studies and MoDOT pays 80% of the costs and the city pays the remaining 20%. Mayor Presley asked what it is the city wants to study. Mr. McDowell replied that the city needs to investigate traffic patterns with the new convention center. Mr. McDowell suggested that the city use the study to investigate the one-way streets issue in downtown. Mr. Edie stated that if the city changes Main Street to one-way traffic, the merchants would be very unhappy. Mr. McDowell replied that we owe it to ourselves, citizens and visitors to look at the best option available. Mr. Purvis suggested the study observe traffic flows and patterns at large events at the convention center. Mr. McDowell then replied that it should be the intent to look for best solutions for long-term problems.

**Item No. 5: Discussion of future meeting dates, purpose of committee and items for future agendas**. This item will be discussed later in the meeting today.

**Item No. 6: Discussion of Options on Roark Valley Road** Mr. McDowell stated that the city has a unique situation at Forsyth due to elevating the road 12-15 ft. Mr. McDowell proposed that the city take on the additional expense of adding the turn lane now, while project is ongoing, rather than waiting until later. Mr. Miller stated that he would provide costs and quantities to the committee for review. He stated that he would also discuss with developer options for adding the turn lane to the project.

**Item No. 5:** Mayor Presley suggested that the committee meet the 2<sup>nd</sup> Monday of every month. Committee members present agreed to the time and day.

Mayor Presley inquired of Mr. Edie the purpose of the committee in the past. Mr. Edie explained that in the past committee members reviewed results of proposals for projects and forwarded recommendations to the city council based on summary provided by Mr. Miller and Mr. VanGilder. He stated that he liked the way the committee operates now by keeping informed and up to date on projects. Mr. McDowell stated that, in his opinion, the highest and best use of this committee is to bring to the forefront information from citizens. Mr. McDowell questioned Mr. VanGilder and Mr. Miller of their expectations of this committee. Mr. VanGilder replied that communication of projects with the committee is information that is valuable. Mr. McDowell stated that the committee stay focused on current and future projects for the city.

There being no further business, the meeting adjourned at 11:40 a.m.