

Governing Body Minutes – February 9, 2019

CYRUS K. HOLLIDAY BUILDING, Topeka, Kansas, Saturday, February 9, 2019. The Governing Body members of the City of Topeka met in special session at 8:30 A.M., with the following Councilmembers present: Hiller, Clear, Ortiz, Emerson, Padilla, Mays, Coen and Lesser -8. Mayor Michelle De La Isla presided -1. Absent: Jensen -1.

AFTER THE MEETING was called to order, Mayor De La Isla stated the purpose of the special meeting was to discuss the 2020-2029 proposed Capital Improvement Plan (CIP).

Brent Trout, City Manager, referenced the proposed 2020-2029 CIP Book distributed to the Governing Body and stated staff will provide a summary of projects and funding sources. He stated staff was seeking a consensus on projects with further discussion taking place at Governing Body meetings in March.

Nick Hawkins, Administrative and Financial Services Interim Director, stated staff would highlight certain CIP projects as well as provide a brief overview and recap of each project list by funding source for CIP years 1-5 (2020-2024) allowing time for questions throughout the meeting.

General Obligation Bond Projects

- Capital Improvement Budget (CIB) Amount: \$33,574,226
- 2020 – 2024 CIP Amount: \$66,735,380

Jason Peek, Public Works Director, highlighted some of the key projects listed in the Facilities Maintenance and Repair Program; Neighborhood S.O.R.T. Program; Long Range Transportation Plan Street Projects; and the Traffic Signal Replacement Program.

Brent Trout provided an overview of the Weir Retrofit Chute Project and the City Council Community Support Program, a new program that would earmark \$1 million for projects that are not listed in the current CIP and are initiated by a council member.

Governing Body members inquired on the following:

- How will the new Facilities and Maintenance Repair Program interface with the past practice of absorbing general maintenance of facilities in the operational budget?
- What will be the anticipated amount needed for general maintenance repair?
- Is there a comprehensive master list of alley repairs, and if so, could they receive a working list of alley repairs slated for upcoming CIPs?
- What other types of funding sources could be used instead of bonds for large recreation projects like the Kansas River Weir – with the goal of funding all projects without raising the bond cap?
- How will staff manage needed repairs of fire stations that fall outside the scope of the fire station renovation schedule?
- What is the current traffic signal replacement cycle?
- How are City facility parking lot repairs being addressed, specifically at the Law Enforcement Center?
- What is the facility located at 2nd and Golden being used for currently?
- Request a list of the specific Zoo projects?
- Has staff exhausted all grant opportunities regarding the Kansas River Weir Project?
- Request a copy of the Schwerdt Design Company Assessment and Study of City Hall?
- If the Kansas River Weir Project could be completed within the original design budget or slightly higher?

City staff provided the following responses:

- The new Facilities and Maintenance Repair Program will be a systematic plan designed for the CIP and the operational budget would cover the cost of preventive maintenance.
- Staff has been working to compile an inventory of all City facilities for the purpose of establishing a comprehensive plan to determine the level of funding that will be needed using the same principle as the pavement management program.
- The fire station renovation schedule will address one fire station every two years; and general repairs and maintenance will be handled as needed.
- Currently, traffic signals are on a 60-year replacement cycle; however, staff would like to work towards a 30-year replacement cycle.
- A working list of alleys can be provided to the Governing Body; however, the repair of alleys will be part of a bigger plan in creating a comprehensive matrix of all projects and how those projects work together i.e. streets, utilities, sidewalks, curbs, gutters etc.
- All grant funding opportunities have been utilized in regards to the Kansas River Weir Project.
- In regards to the design of the Kansas River Weir Project, the City received input from two licensed engineers that are familiar with this type of project. The current design includes what will be needed to complete the project as well as addresses the safety and recreational aspect. The project was discussed with the Army Corps of Engineers; however, they were not involved in the direct design.

Discussion continued on the Kansas River Weir project. Governing Body members

commented on the recreational aspect of the project as it relates to the lack of Riverfront development plans and financial commitments from the private sector and other governmental/community entities; the importance of staying committed to the plan and using the \$500,000 of federal grant funds through the Kansas Department of Wildlife, Parks and Tourism within the required timeline; and the possibility of offering matching fund incentives.

Councilmember Emerson stated he believes the Kansas River Weir Project was a good project; however, he questions if the revised project would be considered a “good value” project compared to the amount of funds that will be expended.

Brent Trout stated he would provide more information on the detailed funding requirements of the Kansas River Weir Project to the Governing Body.

Nick Hawkins briefly highlighted the remainder of the GO Bonded projects. He stated they do not anticipate relief to the General Fund for another 4-5 years (until 2024-2025) as it relates to debt reduction.

Councilmember Hiller stated the intent of the debt policy was to reduce debt, not keep it at the same level. She requested the project spreadsheet list all funding sources associated with each project as well as an amortization schedule over the life of each project.

Brent Trout reported staff has reviewed the amortization schedule and the CIP as proposed continues to support the reduction of overall debt. He expressed the importance of utilizing the asset of borrowing money to support and implement a much more proactive process to address the maintenance and deferred maintenance issues of City facilities as well as other items such as the special project relative to the Kansas River Weir.

Cash Projects

- Capital Improvement Budget (CIB) Amount: \$5,645,915
- 2020 – 2024 Amount: \$13,716,559

Jason Peek, Public Works Director, highlighted some of the key projects listed in the Asset Inventory Program and the Fleet Replacement Program.

Governing Body members inquired on the following:

- If it would be more cost effective to contract snow removal services?
- What is the status of the wayfinding signs project?
- In reference to the fleet replacement policy on mileage, would there be a benefit savings for the use of certain types of vehicles as well as a benefit to leasing/renting vehicles eliminating the cost associated with maintaining and replacing vehicles.
- Has there been consideration given to the participation in the national joint purchasing contracts for vehicles, and if not, determine what changes need to be done in order to be in compliance with this program.
- Would it be possible to include the purchase of fire trucks in the Fleet Replacement Program?
- Confirm percent of interest being paid on the financing of fire trucks (25% was referenced)?

City staff provided the following responses:

- The City has utilized contractors in the last two inclement weather events. Staff will return with a comprehensive plan and associated costs in the upcoming months and present it to the Governing Body for direction on how they would like staff to proceed with snow removal.
- The wayfinding sign project has continued over the past two years in partnership with GO Topeka contributing to funding last year. The gateway signs are not included in the project and are regulated by KDOT policy.
- Staff will distribute the fleet replacement mileage policy to the Governing Body. The City currently uses the State of Kansas contract for the purchase of vehicles; however, they are working with Contracts & Procurement staff to consider other options.
- Including the fire trucks in the Fleet Replacement Program would cost approximately \$1.6 annually to be allocated from the operating budget; and staff will check on the cost of financing fire trucks.

Countywide Sales Tax

- Capital Improvement Budget (CIB) Amount: \$23,030,000
- 2020 – 2024 CIP Amount: \$39,640,000

Jason Peek, Public Works Director, highlighted the 12th Street Improvements along Gage Boulevard to South Kansas Avenue following the Complete Street Design Guidelines.

Councilmember Clear inquired on the total revenue generated by the Zoo.

Citywide Sales Tax

- Capital Improvement Budget (CIB) Amount: \$47,873,000
- 2020 – 2024 CIP Amount: \$80,563,000

Jason Peek, Public Works Director, highlighted some of the key projects included in the Fix Our Streets Rehabilitation Projects.

Governing Body members inquired on the following:

- The need to improve SW Gage Boulevard from I-70 to 6th Street. Requested to move the project forward in the CIP.
- Requested a traffic count be conducted at the intersection of NE Tyler and Morris Streets.
- In reference to improving SW Indian Hills Road, how do they prioritize projects not listed in the CIP
- Requested multiple funding sources be identified on the project spreadsheet where applicable.
- In 2020, will there be any sales tax carryover funds (generated from 2009-2019) available to use for curb and gutter replacement?

City staff provided the following responses:

- KDOT 2019 Traffic Safety Funds will be allocated for the improvement of SW Gage Boulevard from I-70 to SW Emland Street. Staff is working to leverage funding for the remainder of SW Gage Boulevard to 6th Street.
- Referencing the NE Tyler and Morris Streets intersection, staff is working on a traffic safety plan for the purpose of overall better project selection and planning throughout the city. An analysis of crash history in the city of Topeka has been conducted.
- In reference to curb and gutter repair, there are no carryover sales tax funds, and currently the curb and gutter program is on a 500-year replacement cycle. The overall systematic repair has improved; however, it remains a challenge to manage contracts due to the large amount (\$1.5 million) earmarked for this purpose.

Councilmember Ortiz asked what funding source would be used to repair the Kansas Avenue Bridge.

Councilmember Hiller asked if staff has considered using two lanes for traffic and two lanes for bike and pedestrian traffic to better connect downtown and the NOTO Arts District.

Councilmember Lesser asked if they plan to build a barrier that would protect the Kansas Avenue Bridge from sustaining damage in the future.

Jason Peek reported City-wide Sales Tax Contingency Funds would be used to repair the bridge.

Brent Trout reported the City in collaboration with the County was in the process of determining the right solution for the area under the Kansas Avenue Bridge.

Federal Funded Exchange Funds/Donations

- Capital Improvement Budget (CIB) Amount: \$12,540,000
- 2020 – 2024 CIP Amount: \$17,550,000

Jason Peek, Public Works Director, highlighted the SW Wanamaker/Huntoon/I-470 Ramp improvements, a key project financed through Federal Funds.

Councilmember Ortiz questioned if traffic congestion was considered when exiting I-470 onto SW Huntoon was being addressed.

Brian Faust, City Engineer, stated the current improvements in this area were due to traffic capacity issues; however, staff will continue to monitor and review the delays and make updates accordingly.

Utilities Revenue Bonds

Bob Sample, Utilities Director, highlighted key projects included in the Annual Replacement Programs.

- 1) Water Main Replacement:
 - a. Capital Improvement Budget (CIB) Amount: \$13,200,000
 - b. 2020-2024 CIP Amount: \$21,800,000
- 2) Wastewater Lining & Replacement:
 - a. Capital Improvement Budget (CIB) Amount: \$15,000,000
 - b. 2020 – 2024 CIP Amount: \$27,000,000
- 3) Storm Conveyance Program:
 - a. Capital Improvement Budget (CIB) Amount: \$5,325,000
 - b. 2020 – 2024 CIP Amount: \$12,250,000

Councilmember Hiller requested staff identify cash funded programs on the project list where applicable.

Information Technology (IT)

- Capital Improvement Budget (CIB) Amount: \$3,093,884
- 2020 – 2024 CIP Amount: \$4,962,640

Mark Biswell, Information Technology Director, highlighted some of the key IT projects.

Governing Body members inquired on the following:

- How much does Microsoft charge the City to license each user?
- In reference to disaster recovery, has any consideration been given to moving all data to a storage cloud?
- Governing Body members suggested staff relocate backup storage outside of Shawnee County.

Mark Biswell reported cloud storage was very expensive. He stated he was confident with the current disaster recovery plan in place; however, staff would research the costs associated with relocating backup systems outside of Shawnee County.

Brent Trout thanked Governing Body members for the good discussion and requested they contact him with any questions relating to particular projects. He asked the Governing Body how they would like to proceed with continued discussion and approval of the CIP.

Upon consensus of the Governing Body, staff announced they would conduct another CIP Workshop in a similar manner.

NO FURTHER BUSINESS appearing the meeting was adjourned at 12:06 p.m.

Brenda Younger
City Clerk