

Capital Improvements/Transportation Trust Authority

Minutes of Regular Meeting

December 11, 2023 | 4:00 pm | Council Chambers

1. Roll Call:

Present: Mayor Mark Spohn, Laurie Gehrt, Jason Cole, Lyndsey Baxter, Stephen Stubbs, Mary Lou Greim, and Mike Edwards.

Absent: None.

Also Present: City Manager Molly McGovern, Fire Chief Joe Maddick, Assistant Public Works Director Brent Bishop, Sharon Donat (Excelsior Standard), Economic Development Director Melinda Mehaffy, and Authority Secretary Susan Conyers.

- 2. Approval – Meeting Minutes of September 11, 2023:** Stephen Stubbs motioned to approve the September 11, 2023 meeting minutes; Mary Lou Greim seconded. All in favor; motion approved.

- 3. Approval – Capital Improvements Financials through November of 2023:** Molly McGovern, City Manager briefed the Authority of the Capital Improvements Budget Spreadsheets through November of 2023. Laurie Gehrt motioned to approve the Capital Improvements Financials presented through November of 2023; Mary Lou Greim seconded.
Roll Call of Votes: Ayes – Stephen Stubbs, Jason Cole, Laurie Gehrt, Lyndsey Baxter, Mike Edwards, Mary Lou Greim, and Mayor Mark Spohn. Nays – None. All in favor; motion approved.

- 4. Approval – Request of Funds for Fire Department Training Facility:** Joseph Maddick, Fire Chief briefed the Authority of the request to of \$200,000 to fund the Fire Department Training Facility Project. Lyndsey Baxter asked if the shipping containers were allowed by ordinance. Melinda Mehaffy stated City Code allows for the Conex containers to be used since they do not have a vehicle component. Lyndsey Baxter also asked if this was eligible as a Capital Improvements expense or if it should be paid for by the Public Safety Sales Tax. Chief Maddick and Molly McGovern stated PSST has been used and maxed out for salaries and rolling stock of vehicles. The Authority asked if any grants were available and discussed funding sources, partnerships and revenue sources. The Authority asked about Fire Fighter training requirements and what structures other crews use, and if this facility could be rented out to others. Chief Maddick intends for others to be able to use the facility for a fee and that if the project was outsourced, it would cost \$1.2 Million in comparison to the \$200,000 to do it in house. Lyndsey Baxter asked if a more detailed budget could be provided. Mike Edwards stated he doesn't expect that from the department when the Authority usually only receives estimates from engineers and contractors and not hard numbers on other projects. The Authority discussed that the training facility would help with competency and retention. Mike Edwards motioned to approve the request of \$200,000.00 for the Fire Training Facility; Stephen Stubbs seconded.
Roll Call of Votes: Ayes – Laurie Gehrt, Jason Cole, Mary Lou Greim, Mike Edwards, Stephen Stubbs, and Mayor Mark Spohn. Nays – Lyndsey Baxter. Motion approved.

- 5. Approval – Request for Approval of 2023 Amended Trans Trust Budget:** Brent Bishop, Assistant Public Works Director briefed the Authority of the request for approval of amending the 2023 Transportation Trust Budget to include the Lamp Rynearson Task Order in the amount of \$53,300.00. This will allow Lamp Rynearson to identify the scope of work for the 2024 Streetscape Maintenance Project using the information from the Stantec Report which rated each street's pavement condition. Stephen Stubbs motioned to approve the request of \$53,300.00 for the Lamp

Rynearson Task Order to cover the increase to the 2024 Streetscape Maintenance Project; Mary Lou Greim seconded.

Roll Call of Votes: Ayes – Mike Edwards, Lyndsey Baxter, Mary Lou Greim, Stephen Stubbs, Laurie Gehrt, Jason Cole, and Mayor Mark Spohn. Nays – None. All in favor; motion approved.

6. **Comments:** Mary Lou Greim thanked city staff and all the workers. Stephen Stubbs and Laurie Gehrt wished everyone happy holidays.
7. **Adjourn:** Stephen Stubbs motioned to adjourn; Laurie Gehrt seconded. All in favor; motion approved. The meeting adjourned at 5:00 pm. The next meeting is scheduled for Monday, January 8, 2024 at 4:00 pm.

Susan Conyers, Authority Secretary