

Capital Improvements Committee  
Minutes February 4, 2016

**Item No. 1:** Mayor Best called the meeting to order at 8:30 a.m.

**Item No. 2:** Roll Call: Members present were Mayor Karen Best, City Administrator Bill Malinen, Alderman Mike Booth, Alderman Rick Davis, Doug Lay and Michael Pinkley. Also present were City Engineer/Director Public Works David Miller, Assistant Director of Public Works Keith Francis, Finance Director Jamie Rouch, Utilities Director Mike Ray, Assistant Finance Director Stacy McCallister, Others present Loretta Bishop and Ron Mersch from Olsson Associates.

**Item No. 3:** Update of 20-Year Long Range Capital. David Miller explained the long range plan to assist with long-range forecasting for the budget so that major expenditures and needed revenue can be anticipated. The Engineering Department along with Utilities and Finance staff worked together to create the document. Bill Malinen provided background information concerning asset replacement schedules that have cyclical life spans and also one-time capital expenditures. He stated that the city is working to create sustainable funding outlooks. Mr. Malinen stated that there is adequate funding for most categories other than the operating fund. The goal is to use the priority based budgeting to make some adjustments of city resources and reallocate some resources to be able to develop that funding. This is a relatively fluid document across the next twenty years totaling roughly \$347 million dollars. Mr. Pinkley inquired how far behind the city is on capital purchases relative to years past. David stated that the biggest project that has been postponed is the police department expansion that has been pushed forward for about 10 years. Mayor Best inquired concerning the stormwater category. David Miller explained that a stormwater coordinator will be hired this budget year to continue work on the MS4 plan but at this time no construction projects are slated until the new stormwater coordinator reviews any outstanding issues related to stormwater problems.

Rick Davis requested that the engineering department provide input and information to the Planning and Zoning Commission concerning any new needed regulations for stormwater and new MS4 requirements.

Doug Lay inquired if the 76 revitalization project and the downtown streetscape projects were on budget. David replied that a fountain has been added to Phase 2 of the downtown project and that has caused some increase but there are funds to cover the changes. Jamie Rouch stated that the city adjusts the downtown streetscape budget projections every year based on actual construction costs to keep equal to the project needs. Mr. Malinen stated that there is a model for the tourism fund that was developed a few years ago to be able to identify how the tourism dollars are received and where they are expended with a focus towards large capital projects. As the city is developing the long-range plan, some projects are definitely going to be undertaken and those must be included. The tourism tax revenue projections tie into the 20 year plan and also factors in the utility rate adjustments. Doug Lay inquired if the 76 project is set to begin. Mr. Malinen replied that the CID has applied for the first reading of their petition and when that is done, the first phase of the project will be the installation of utilities including water lines and an engineered trench to hold the underground utilities in the duct bank.

Rick Davis inquired concerning an alternative water source for Branson. David Miller replied that Joplin and Springfield are investigating the option of purchasing water rights from Table Rock Lake and that the City of Branson could also look into that option but it is costly.

Mr. Malinen suggested that history of the items listed on the 20-year plan be provided to the committee members for their ease in recognizing the projects. He also suggested that maps be provided for some of the projects depicting the location of the improvements.

**Item No. 4: Construction Status Report.** David Miller explained the individual items on the spreadsheet provided to the committee members.

David went into detail concerning the phases of the Downtown Streetscape improvements. He explained that the Board of Alderman decided to hire a different firm for phase III of the improvements and that request for proposals is due tomorrow. He stated that it might be in the best interest of the project to have a special meeting of the Capital Improvements Committee to make a selection of the firm for the design of Phase III of the Downtown Streetscape project.

Some minor discussion was held concerning Branson North Phase 2 water line and the ownership of the water lines between Water District No. 3 and the City of Branson. Mike Ray explained the parameters of the two specific phases of the Branson North water line improvements projects.

**Item No. 5: Update on Change Orders.** David Miller summarized the change orders.

The date for special meeting of committee will be held on Thursday, October 18, 2016 at 10:00 a.m.

There being no further discussion, Mike Booth made the motion to adjourn the meeting, seconded by Rick Davis. The meeting was adjourned at 9:24 a.m.