

CITY OF TWINSBURG, OHIO
CAPITAL IMPROVEMENTS BOARD MINUTES

September 8, 2020

CALL TO ORDER:

Angelo Carcioppolo called the meeting to order at **5:30 pm.**

ROLL CALL:

Present: Sharyn Price, Angelo Carcioppolo, Eric Hornyak, Bryan Waldorf, Charles Kane
Other Council members present: Sam Scaffide

Also present: Sarah Buccigross, Finance Director, Mayor Yates, Chief Tim Morgan, Jim Roberts, Kolette Woloszynek and Don McCabe

AUDIENCE PARTICIPATION:

None

APPROVAL OF MINUTES FROM 08/25/2020:

MOTION TO APPROVE THE September 1, 2020 MINUTES AS WRITTEN

Eric Hornyak motioned to approve the minutes. Sharyn Price seconded the motion.

Motion passes unanimously.

REVIEW 2021 CAPITAL IMPROVEMENTS REQUESTS

Ms. Buccigross presented specific notations and changes in the packets that were distributed to each committee member.

- **IT:** Presented by Kolette Woloszynek and Don McCabe, Sr. Network Administrator

Server Redundancy (\$16,000) we currently use a single digital server acting as four separate servers. We need to add a second virtual server in the storage network. If one host fails, this server can take the full load of all four servers until failed server can be repaired. This is needed to enhance and increase our backup capabilities. The current server was installed in 2015. We do have 24/7 support for our current servers, however with the redundancy built in, repairs would be done in minutes compared to hours.

- **Parks & Rec/Senior Center Requests:** Derek Schroeder, Director of Parks and Rec. Department was not present. He did remove all items from the request list. \$201,500 cut from request budget.
- **Fitness Center Requests:** Derek Schroeder, Director of Parks & Rec. Department was not present. The fitness equipment lease for Fitness Center is the only request that is needed for next year. He did remove all items from the request list. \$195,000 cut from request budget.

- **Golf Maintenance/Clubhouse:** Presented by and Jim Roberts, Course Superintendent

Reel Grinder (\$48,500) this is to replace a 1996 unit. Our current Reel Grinder is no longer in production and it is difficult to repair and maintain. This is a large machine to maintain the golf course professional cut.

Rotary Embankment Mower (\$36,500) this is to replace a 2005 unit. The frame is cracked on our current unit and the turbo is in poor condition. This mower cuts all the undulations and course mounds.

Golf Cart with Bed (\$14,000) this is to replace our current 1992 golf cart with a bed. We use this vehicle to carry equipment, sand, gravel, hoses, and various small equipment.

300 Gallon Self Contained Sprayer (\$47,500) this is to replace a 1996 sprayer. Our current sprayer is outdated, and it is difficult to get repair parts. The technology is outdated, as well. It is necessary for quality golf course maintenance. Although the current sprayer does currently operate, it is increasingly more difficult to maintain. An alternative may be to research the purchase of a used unit. It should be noted that the technology in the newer units can enhance application of fertilizer and insecticides.

Pro Gator Utility Cart (\$33,000) this is to be taken off the request list.

Pull Behind Blower (\$9,000) We currently have three of these. They are used for cleaning up grass clippings and leaves. This is to replace a 2001 unit that is difficult to maintain at its age and condition.

Generator Maintenance Building (\$9,000) this for a partial generator for our maintenance building to allow the golf course to continue operations during power outages. This would be permanent installation.

Patio furniture: Given the current situation at the Club House, this can be taken off the list.

- **Fire Department Requests:** Presented by Chief Tim Morgan

Utility Vehicle (\$80,000) this is to replace two vehicles. These vehicles to replace are used for Fire Prevention. There is a need for a vehicle that can hold more equipment and can be used for fire investigation and fire prevention activities and possible water rescue. Chief Morgan stated, we want to use our fleet more efficiently in the future. The fire department has maintained three vehicles, we are currently using a 4th vehicle for water rescue, however it out of service at this time. Most of these vehicles we need to replace have a decent trade-in value or can be reused by other departments in the City. We are requesting a utility-type truck with storage boxes on the side of the truck bed for equipment storage. This utility vehicle will need to be custom built to specifications for storage and use or we can search for a vehicle that already has required specifications and options.

Access Control & Surveillance (\$35,000) this is to update the current security systems at both stations. This to remotely monitor and have access control to the buildings.

Cold Storage – Station 1 (\$10,000) we have accumulated items for future use and we need units to store our excess equipment. The storage units requested would be stackable shipping containers. They can be used for the storage needs and functional training situations as well.

Station Alerting System (\$25,000) this would be installed at both stations. This is part of our public address system. Our current systems are 10+ years old. We are looking to upgrade this technology.

Station Furniture (\$25,000) this is to replace beds and recliners. For the positive mental health and physical wellness of our fire fighters it is important to have this comfort. This request also includes office furniture to replace the used office furniture we are using from other City departments.

- **Prioritization Discussion:**

Ms. Buccigross stated that we are already close to half a million dollars in cuts from today. Our goal number is \$1.7 million. Police and Fire capital requests should be millage that stays in place for next year, one mil dedicated to Police and Fire capital. Their request came under the \$650,000 of that line item. If anything is cut from Police Department and Fire Department, this money will stay in that line item for Police and Fire for other future capital projects. The idea is to build a revenue for Police and Fire Departments. The committed lease payments are down \$90,000.

Service requests: Community center roof is first priority. Additional information will be forthcoming. It is noted, this is not for a full roof replacement. The study that was completed and reviewed by a second party will be forwarded to committee members for review and consideration. This project will have to go to bid, this request figure may change. The Chip Box Combo is very important to consider as well. The other items are the list are more negotiable.

Ms. Buccigross stated that the CIB should consider and narrow down the priority list before the voting list is presented at the next meeting. Other items on the Capital Improvement list can be listed as pending with additional information provided. Although we need to cut 1.7 million, the needs do not go away. This is a five year capital plan and items cut can be on the plan for future years.

Waste Water: The sewer revenue fund is currently building a reserve. There are high cost upcoming projects over the next couple years.

Engineering: The copier was approved for this year's budget, however it is does not have a feasible maintenance plan.

Infrastructure: Road striping is the main priority. The City Wide Road program is an additional priority. The Dooridge Drive project is being funded at 50% by Ohio Public Works loan. It would only be an \$800,000 cut to the budget should this project be moved to another year. Current approval on the loan means project will have to begin by July 2021. Additional discussion and information will be provided from department head as needed.

Parks and Recreation/Senior Center: All items removed - \$201,500 cut from request.

Police: The three items requested are very useful. Prioritizing needs to be considered, do we need all three items for 2021? Chief Noga would say the Drone is the main request priority. All three Police Department items will be put to a yes or no vote.

Fitness: All request items have been removed - \$195,000 cut.

Fire: All requests will be up for discussion and added to yes or no vote list.

Golf Maintenance: Jim removed utility cart and patio furniture from request list. It is important to keep services that our residents expect within the City's revenue and current situation when considering if we can keep our current equipment running for another year. The sprayer is not a unit that is used daily, other options will be considered and presented to the committee. More information may be needed to prioritize these requests.

Ms. Buccigross will meet with department heads to compare considerations and identify their priorities.

IT: Server redundancy will be on the yes or no voting list.

Capital Improvement Board's goal is to vote next week, then present the decisions to the Finance Committee the following week.

MISCELLANEOUS:

Next meeting date is **09/15/2020 5:30 PM**

ADJOURNMENT:

MOTION TO ADJOURN THE MEETING

Sharyn Price made a motion to adjourn the meeting. Bryan Waldorf seconded the motion. Motion passed unanimously.