

Capital Improvement Plan Task Force
Meeting Minutes
May 6, 2024 @ 6:00pm

Members:

Rick Weber, Development Board member — Present
Jerry Michael, Downtown Advisory Board — Present
Charlotte Lomino, Parks & Trails Advisory Board — Present
Trevor Jackson, Housing Task Force — Present
Jeremy Evans, Stakeholder — Present
Tammara Van Ryn, Stakeholder — Present
Trustee Brunette, Ex Officio — Present
Trustee Scollin, Ex Officio — Absent

Items for Action:

- Minutes: N/A

New Business:

Members provided brief introductions and shared their reasons for involvement:

- Charlotte: Experience in engineering, keen interest in Bicycle and Pedestrian facilities to foster a sense of place.
- Jerry: Experience in planning capital projects, emphasis on tracking expenditure allocation for forward-thinking planning.
- Trevor: Expertise in capital expenditures and financial forecasting, advocating for standardization in street and road replacements and maintenance practices.
- Rick: Community planning background, stressed the importance of infrastructure inventory, funding accessibility, and the need for emergency provisions.
- Tammara: Governance and finance expertise, highlighted the necessity for anticipating annual maintenance costs, robust public engagement, and a dynamic, integrated plan.
- Jeremy: Planning experience, emphasized considering the multifaceted nature of projects, from planning to maintenance phases, and the diverse funding sources involved.

Next Steps:

- Compiling a list of pertinent questions for the consultant.
- Scheduling a meeting with the consultant (Municipal Solutions, led by Jeff Smith, with a max budget of \$16k, during the week of June 17th-21st.

Old Business:

N/A

The meeting adjourned at 7:30 PM.

For further reference, please find the Google Drive link here, containing the minutes template, Comptroller's Capital Improvement Plan Guide, Village plans, other CIP examples, and additional resources.