



**COMMUNITY ASSET MANAGEMENT PROGRAM COMMITTEE
(CAMP)**

**August 15, 2016
Minutes**

1. CALL TO ORDER

The meeting was called to order by Chair Susan Frost at 6:05 p.m. at the Maintenance Service Center, 3500 Robertson Park Road, Livermore, California.

2. ROLL CALL

Committee Members	Chair Susan Frost Vice Chair Bob Dashner Regina Bonanno Jan Evans Paul Foster Erik Gets Gordon Jones Jennifer Estridge Jennifer Yeamans
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All members of the CAMP were present.

Staff Present	Jeff Shafer, Maintenance and Golf Operations Manager Cheri Sheets, City Engineer Anthony Smith, Management Analyst Kathy Hughes, Administrative Assistant Colin Chung – Consultant, Kayuga Solution
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3. PUBLIC COMMENT

Nothing to report.

4. APPROVAL OF MINUTES

IT WAS MOTIONED BY MEMBER ESTRIDGE, SECONDED BY MEMBER FOSTER, TO APPROVE THE MINUTES AS SUBMITTED. THE MOTION CARRIED ON A 9-0 VOTE.

5. **REPORT ON OLD BUSINESS**

Nothing to report.

6. **NEW BUSINESS**

6.01 **Discussion regarding Committee objectives and work products** – Anthony Smith gave a brief presentation on the objectives and work products of CAMP. He told the members that their job was to provide feedback to staff on proposed infrastructure management strategies and priorities, assist in fostering an open dialogue with the community and staff and to brainstorm ideas and solutions for infrastructure challenges. He told them they would not be involved in authoring the program or making decisions on implementing the program, that those duties would remain staff's responsibility. He provided the committee with a tentative timeframe for each step of the process.

6.02 **Discussion on City Owned Infrastructure** - Anthony Smith gave a presentation on City owned infrastructure. He discussed each type of asset the City owns:

- Streets
- Curbs and Gutters
- Sidewalks
- Pedestrian Ramps
- Street Lights
- Traffic Signals
- Traffic Signs
- Hardscape Medians
- Backing Lots and Landscaped Medians
- Bridges
- Parks and Plazas
- Trails and Walk paths
- Buildings
- Walls
- Public Artwork
- Storm Drains
- Waterways
- Trees

For each one, he provided the inventory number, common problems associated with the asset, the exposure to the City, Management's strategy and estimated replacement costs.

6.03 **Tour of the Maintenance Service Center** – Anthony Smith gave a brief tour of the Maintenance Service Center. The tour included stops at the Landscape

Maintenance Shop, Traffic Signal Shop, Fleet Shop and Sign Shop. At each shop he gave a brief explanation of what each area does and the various duties assigned to them.

IT WAS MOVED BY MEMBER BONANNO, SECONDED BY MEMBER GETS AND CARRIED ON A 9-0 VOTE, THE MEETING ADJOURNED AT 8:10 PM TO A CAMP COMMITTEE MEETING ON MONDAY, SEPTEMBER 19, 2016 AT 6:00 P.M., AT THE MAINTENANCE SERVICE CENTER.