



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

**Monday, June 19, 2017
Minutes**

1. CALL TO ORDER

The meeting was called to order by Chair Susan Frost at 6:01 p.m. at the Maintenance Service Center, 3500 Robertson Park Road, Livermore, California.

2. ROLL CALL

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| Committee Members | Chair Susan Frost Regina Bonanno Bob Dashner Jan Evans Paul Foster Gordon Jones |
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| Absent | Jennifer Estridge, Jennifer Yeamans, Erik Gets (excused) |
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| Staff Present | Anthony Smith – Management Analyst Cheri Sheets – City Engineer Janet Hamilton – Risk Manager Kathy Hughes, Administrative Assistant Colin Chung, Consultant – Kayuga Solution |
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3. PUBLIC COMMENT

Nothing to report.

4. APPROVAL OF MINUTES

Postponed to July meeting due to lack of quorum (one member was not in attendance at the May meeting).

Member Evans arrived at 6:05 p.m.

5. REPORT ON OLD BUSINESS

- 5.01 **Update on Sidewalks, Traffic Signals, Traffic Signs and Status of Program Development** - Anthony Smith updated the Committee on the June 12, 2017 CAMP presentation to Council, as well as an update on Sidewalks, Traffic Signals and Traffic Signs. Risk Manager Janet Hamilton gave the Committee a brief report on trip and fall claims in the City within the past ten years.

6. NEW BUSINESS

- 6.01 **Presentation and Discussion on Asset Management Financials**– Cheri Sheets gave a presentation on the recently adopted CIP budget for FY 2017-19.

- 6.02 **Demonstration of Asset Management Software** – Colin Chung gave a demonstration of how the Asset Management software works.

- 6.03 **Presentation and Discussion on Landscape Areas** – Colin Chung gave a brief presentation on the Landscape Areas in the City.

7. ADJOURNMENT

IT WAS MOTIONED BY MEMBER BONANNO, SECONDED BY MEMBER FOSTER, TO ADJOURN THE MEETING AT 8:01 PM TO A REGULAR CAMP COMMITTEE MEETING ON MONDAY, JULY 17, 2017 AT 6:00 PM, AT THE MAINTENANCE SERVICE CENTER.