CAPITAL IMPROVEMENT PROGRAM ADINISTRATIVE COMMITTEE
MINUTES OF FEBRUARY 24, 2009 MEETING

The meeting was called to order by Alderman John Spiros at 7:00 a.m. in the Common Council Chambers in the lower level of City Hall Plaza.

Members Present: Dave Korth, Karl Zimmermann, Ed Wagner, John Spiros, Dave LaFontaine, and Scott Noble

Members Absent: Chris Meyer

Others Present: Keith Strey, Finance Director; Mike Brehm, City Administrator; Lori Belongia, Library; Roland Donath, Building Services; Gary Gray; Brian Panzer, Street Division; Mike Baltus, Cemetery; Ed Englehart, Parks and Recreation; Dan Knoeck, Public Works; Dan McCollum, University of Wisconsin – Marshfield/Wood County; Tom Turchi, City Engineer; Gary Jepson, Police Department; Ron Dickrell, Wastewater Utility; Bob Haight, Fire & Rescue Department; Jason Angell, Planning and Economic Development and Amy Krogman, Mayor's Office

Mike Brehm stated that the purpose of the CIP is as follows:

- to provide for the orderly replacement of physical plant for a 5-year period
- coordinate debt flow in relation to the city's financial capacity
- link to the city's Comprehensive Plan
- ensure coordinated capital development

He reviewed several Common Council approved changes to the CIP policy. They are as follows:

- Committee is made up of elected officials, one member of the Plan Commission, one citizen member, and the Mayor. The Mayor does not vote except in the case of a tie.
- The meetings will be televised. Meetings will be held from 7 – 9 a.m.

He reviewed the goals and objectives of the CIP process as stated in policy #4.330. Historically the goals and objectives for the program have been to keep the tax levy and related tax rate stable. The committee will be discussing their goals at the March 3rd meeting. He also went over the committee's priority rating which is outlined in Section VII of the CIP policy.

He also gave the committee an update on the State imposed levy limits. They have been extended for 2010 and 2011. Part of the stable tax rate relies on the growth of the City, which is typically around 4%. This 5 year plan requests total just over $41,000,000. Last year was approximately $29,000,000 approximately $12,000,000 different. There are several big projects including the fire station.

The committee discussed the dates/times of the future meetings. Alderman Wagner stated he was fine with the meeting schedule, but requested that the last meeting be held in the evening so more citizens could attend.

CIP09-01 Motion by Karl Zimmerman, 2nd by Ed Wagner to approve the meeting schedule with the possibility of changing it later and the last meeting will be held in the evening. All Ayes, Motion Carried

Keith Strey gave an overview of the city's debt levels and financial status. The city has maintained a high rating, Aa3, with Moody's Investor Service and it is very important that the city continues to maintain that rating to keep the cost of borrowing from rising.

There are several financial limitations on the city. They are as follows:

- State imposed levy limits which have been extended for 2010 and 2011. There is a carry-over provision.
- Budget reduces shared revenues by about 1% in 2010. We will know more later on this year
- Budget increased mass transits operating aids 2% in 2010 and 3% in 2011.
- Budget decreases general transportation aid by approximately 1% in 2010.
- Budget includes new property exemption for manufacturing machinery and equipment. This includes a provision to fund the city for revenue which is lost due to this exemption, effective 1/1/12.
- Economic conditions
- Local decision to maintain same level tax rate

By statute the city is limited to borrowing no more than 5% of its most current equalized valuation. This amounts to $66,497,950. As of December 31, 2008 the total outstanding debt was $21,016,461 or 31.6% of the allowable capital. Currently the city is under it's policy limits by $2,328,339. The current project 2009 year-end balance of $29,007,933 includes 2009 debt of $11.4 million and is an estimated$6,553,123 over policy limits. The projected 2009 year-end balance includes an additional $5.4 million in debt for the fire station project.

Brian Panzer went over the following Street Division projects: **ST-N-6107**, Urban Forestry.

Lori Belongia went over the following Library projects: **LI-K-5907**, Digital Closed Circuit Security System.

Mike Baltus went over the following Cemetery projects: **CM-N-4401**, Cemetery Mausoleum Project; **CM-N-4402**, Cemetery Columbarium

Gary Jepson went over the following Emergency Management projects: **EM-N-5503**, 5th/Sycamore Emergency Warning Siren Replacement; **EM-N-5504**, 21st St/Hume Ave. Emergency Warning Siren Replacement.

Gary Jepson went over the following Police Department projects: **PD-K-5702**, Replacement of Boilers; **PD-K-5703**, Building restoration/replacement courtyard walls.

Bob Haight went over the following Fire & Rescue Department projects: **FD-F-5807**, Emergency Vehicle Preemption System; **FD-K-5802**, Fire & Rescue Department – Training Center Development; **FD-K-5806**, New Central Fire Station

Dan McCollum went over the following University projects: **UW-K-7303**, Parking Lot/Sidewalk Repair; **UW-K-7307**, Campus Utility And Facilities Upgrade II; **UW-K-7308**, Replacement Of Gymnasium Floor; **UW-K-7310**, Campus Utility And Facility Upgrade II – Flooring; **UW-K-7311**, Replacement Of Leopold Windows; **UW-K-7312**, Phase I Campus Apartments – Evaluation/Planning; **UW-K-7313**, Phase II – Library Remodeling – HVAC & Lighting; **UW-K-7314**, Repair Of Campus Sidewalks; **UW-K-7316**, Elevator Hydraulic Cylinder Replacement; **UW-K-7317**, Felker Facility/Utility HVAC/Broiler Upgrade; **UW-K-7318**, Replace Leopold HVAC System; **UW-K-7319**, Replace Gang Showers Physical Education; **UW-K-7320**, Replace/Remodel Laird Theater and Art Space; **UW-K-7321**, Replace/Refurbishment of Campus Greenhouse.

Ron Dickrell went over the following Wastewater projects: **WW-M-7401**, Wastewater Effluent Lift Station and Force Main.

Roland Donath presented the following projects: **BS-K-3904**, City Hall Plaza Roof & Penthouse Roof Replacement; **BS-K-3913**, City Hall Plaza Carpet Replacement; **BS-K-3914**, City Hall Air Conditioning Compressors; **BS-K-3920**, City Hall Plaza Fire Alarm System Update; **BS-K-3922**,

City Hall Plaza – Window Replacement; **BS-K-3924**, City Hall Plaza – Electrical Upgrade; **BS-K-3927**, City Hall Plaza Access Control System; **BS-K-3928**, City Hall Plaza – Video Surveillance System; **BS-K-3929**, City Hall Plaza Slurry Seal Parking Lot; **BS-K-3930**, City Hall Plaza Re-roof Three Story South Wing; **BS-K-3931**, City Hall Plaza Lighting Replacement; **BS-K-3932**, City Hall Plaza Brick Repair/Replacement; **BS-K-3933**, City Hall Plaza Door Replacement; **BS-K-3934**, City Hall Plaza Restroom Remodeling; **BS-K-3935**, City Hall air conditioning replace 4 – 6th floor; **BS-K-3936**, City Hall HVAC control modification 4th – 7th floor.

Jason Angell presented the following projects: **PL-K-6000**, Long Range Planning For Library And Senior Center.

Ed Englehart presented the following projects: **FG-K-5600**, Fairgrounds – Round Barn Improvements; **FG-K-5602**, Fairgrounds – Expo Building Improvements; **FG-K-5610**, Grandstand Structural Repairs.

Ed Englehart presented the following projects: **PR-K-2830**, OACC Tuck Pointing & Brick Repairs; **PR-K-2832**, OACC First Floor Storage Room Conversion; **PR-K-3923**, Senior Center Electrical Equipment Replacement; **PR-L-1647**, Wildwood Station – McMillan Marsh Trail; **PR-L-2802**, Wildwood Park Parking Lots; **PR-L-2804**, Playground Development/Renovation; **PR-L-2805**, Wildwood Zoo – New Bear Exhibit Building; **PR-L-2809**, Griese Park Development; **PR-L-2811**, Hefko Pool; **PR-L-2818**, Wildwood Zoo Stream Bank & Pond Improvements; **PR-L-2821**, Columbia Park Bandshell Renovation; **PR-L-2827**, Bream Park Parking Lot Maintenance; **PR-L-2841**, On Road Bike Route Signage/Markings; **PR-L-2847**, Zoo Restrooms and Ludwig Building Renovation; **PR-L-2851**, Park Tree Replacement Program; **PR-L-2852**, East 4th Street Trail; **PR-L-2853**, Galvin Avenue Connector Trail.
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Next meeting date will be Wednesday, February 25th at 7:00 a.m..

Motion by Dave Korth, 2nd by Scott Noble to adjourn at 8:45 a.m.

Respectfully submitted,

Amy Krogman