CAPITAL IMPROVEMENT PROGRAM ADINISTRATIVE COMMITTEE
MINUTES OF MARCH 3, 2009 MEETING

The meeting was called to order by Mayor Chris Meyer at 7:05 a.m. in the Common Council Chambers in the lower level of City Hall Plaza.

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

Members Absent: Dave Korth

Others Present: Keith Strey, Finance Director; Mike Brehm, City Administrator; Lori Belongia, Library; Roland Donath, Building Services; Gary Gray; Brian Panzer, Street Division; 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; Bob Haight, Fire & Rescue Department; Jeff Gaier, Airport; Jason Angell, Planning and Economic Development and Amy Krogman, Mayor's Office.

CIP09-02 Motion by John Spiros, 2nd by Dave LaFontaine to approve the minutes from the February 24, 2009 and the February 25, 2009 meetings. All Ayes, Motion Carried

The committee began discussing the goals for the 2009-2013 CIP. Information regarding the operating funds and borrowed information was handed out. Mike Brehm reviewed the operating fund options, which would increase the funds annually by either 2.5% (Option 1) or 3% (Option 2). Ed Wagner asked if they used this percent increase if this would be the commitment at budget time, Mike Brehm responded yes.

Ed Wagner stated he feels that the committee needs to balance the large quantity of requests with what the city can afford and maintain control of the taxes at the same time. Instead of using operating funds, we replace that commitment with a debt service number and borrow more money. We could get more done, with less impact on taxes if we raised the amount we borrowed instead of using the operating funds.

Mike Brehm responded there are certain things you can borrow for per policy. You should not borrow for maintenance items. Taxes would still need to be increased to pay for the additional amounts borrowed.

Keith Strey reviewed the combined operating funds and borrowing options which included annual borrowing amounts of $2.5 and $3.0 million. Last year the CIP Committee increased the base amount borrowed from $2,000,000 to $2,500,000, which was an additional $2,000,000 over the four years. The Committee also pulled out special projects, one was the Fire Station and the other was the TIF projects. This has an impact on the future tax levies.

Mike Brehm stated that he is proposing that the non-recurring projects (Fire Station and Library/Senior Center) be borrowed for 20 years rather than 10 years. He is asking that the Committee pull those projects out and identify them separately. That will help with the amount available for the annual projects.

Mike Brehm recommended that the Committee adopt Option 1 which is a 2.5% increase in operating funds and borrowing $2,500,000 for years 2010 – 2013 exclusive of non-recurring projects & TIF projects.

Ed Wagner requested information showing what the annual debt service projections would be. He did not feel it would be possible to make a decision on the goals until he knew what the impact would be. Mike Brehm asked the Committee what level they would like them to use to make the projections.

John Spiros suggested using the $2,500,000 to figure the projection and go out 20 years. Keith Strey stated he would work with the city's financial advisor and calculate it out to the life of the debt.

Mayor Meyer suggested using Option #1, borrowing $2.5 million annually and levying taxes at $2.5 million annually to fund the requests. The Committee will work toward that goal, but will review the information that Alderman Wagner requested regarding debt payments of $4.2 million annually for the next 20 years.

Alderman Wagner asked which Pubic Works projects were considered maintenance. Dan Knoeck stated public works projects are street reconstruction, street opening, and asphalt street resurfacing. He doesn't include maintenance items like chip sealing in the CIP. Mayor Meyer asked where the biggest need in the capital projects is. Dan Knoeck stated over the last 10 years they have focused on the main corridors and resurfaced those. The biggest need is in the residential areas. Ranking emphasis is placed on maintaining what we have.

CIP09-03 Motion by Ed Wagner, 2nd by John Spiros to move CM-N-4401, the Cemetery mausoleum project ($108,515, Borrowed Funds), from 2010 to 2013. All Ayes, Motion Carried

CIP09-04 Motion by Ed Wagner, 2nd by John Spiros to move the funding for FD-K-5806, New Central Fire Station ($2,850,000, Borrowed Funds) shown in 2010 to 2009.

CIP09-05 Motion by John Spiros, 2nd by Scott Noble to change the funding source on EN-C-1912, E. 29th (Yellowstone) – Galvin to East City Limits, ($1,377,000, Borrowed Funds) and the companion projects , EN-J-1975, E. 29th Street – Galvin to City Limits – Sanitary, ($202,000, Borrowed Funds), EN-N-1976, E. 29th Street – Galvin to City Limits – Water Main, ($79,000, Borrowed Funds), and SW-G-6730, E. 29th St. – Galvin to City Limits – Storm Sewer, ($498,000, Borrowed Funds) from Borrowed Funds to Taxes on Incremental Value. This is a total of $2,156,000. All Ayes, Motion Carried

CIP09-06 Motion by Dave LaFontaine, 2nd by Ed Wagner to change priority on AI-N-3812, Precision Approach Path Indicated Lights 34/16 ($90,000, Operating Funds) from Level II to Level I. All Ayes, Motion Carried

CIP09-07 Motion by Ed Wagner, 2nd by John Spiros to move CM-N-4401, Cemetery mausoleum project ($42,485, Operating Funds), from 2010 to 2013. All Ayes, Motion Carried

CIP09-08 Motion by Ed Wagner, 2nd by Dave LaFontaine to move CM-N-4402, Cemetery Columbarium, ($41,000, Operating Funds) from 2010 to 2012. All Ayes, Motion Carried

CIP09-09 Motion by Dave LaFontaine, 2nd by Ed Wagner to move project EN-D-1875, Felker – Tremmel Ct. to 24th & 24th – Street Opening, ($344,000 operating funds) and its companion projects EN-J-1876, Felker – Tremmel Ct. to 24th & 24th – Sanitary Sewer, ($57,000 Fees – Wastewater Utility), EN-N-1877, Felker – Tremmel Ct. to 24th & 24th – Water Main, ($108,000 Operating Funds) and SW-H-6710, Felker – Tremmel Ct. to 24th & 24th – Storm Sewer, ($124,000 Borrowed Funds), from 2010 to 2011 and change the priority to Level 2. All Ayes, Motion Carried

CIP09-10 Motion by Dave LaFontaine, 2nd by John Spiros to move project EN-N-1942, Cherry Ave. – Enterprise Dr. to Old USH 10 – Water Main ($146,000 Operating Funds) and its companion project EN-J-1941, Cherry Ave. – Enterprise Dr. to Old USH 10 – Sanitary ($170,000, Debt- Wastewater Utility) from 2010 to 2011. All Ayes, Motion Carried

CIP09-11 Motion by John Spiros, 2nd by Ed Wagner to move EN-N-1943, Veterans Pkwy – WWTP Access Rd. to USH 10 – Water Main ($237,000, Operating Funds) and the funding shown

in 2010 for its companion project EN-J-1940, USH 10 Interceptor Sewer – Veterans Pkwy Corridor ($340,000 Debt – Wastewater Utility) from 2010 to 2011. All Ayes, Motion Carried.

CIP09-12 Motion by Dave LaFontaine, 2nd by Karl Zimmermann to change the priority on SW-H-6733, Balsam Ave. – Kalsched to Upham – Storm Sewer ($42,000, Operating Funds) from Level III to Level II. All Ayes, Motion Carried

CIP09-13 Motion by Karl Zimmermann, 2nd by Scott Noble to move EN-N-1979, E. 21st Street – Washington to Aspen – Sidewalk ($59,000, Borrowed Funds) from 2011 to 2013. All Ayes, Motion Carried.

CIP09-14 Motion by Ed Water, 2nd by Dave LaFontaine to increase the funding in EN-D-1906, Asphalt Street Surfacing and Mill-in-Place – 2010 ($543,000, Operating Funds) by $200,000 for a total of $743,000. Funding source remains the same. All Ayes, Motion Carried

CIP09-15 Motion by Dave LaFontaine, 2nd by John Spiros to defer prioritizing 2012 and 2013 until the next meeting. All Ayes, Motion Carried

CIP09-16 Motion by Karl Zimmermann, 2nd by Dave LaFontaine to adjourn at 9:00 a.m.

Respectfully submitted,

Amy Krogman