CAPITAL IMPROVEMENT PROGRAM ADINISTRATIVE COMMITTEE
MINUTES OF MARCH 5, 2009 MEETING

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

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

Members Absent: None

Others Present: Keith Strey, Finance Director; Mike Brehm, City Administrator; Lori Belongia, Library; Roland Donath, Building Services; Gary Gray; Ed Englehart, Parks and Recreation; Dan Knoeck, Public Works; Andy Keogh, University of Wisconsin – Marshfield/Wood County; Tom Turchi, City Engineer; Bob Haight, Fire & Rescue Department; Jeff Gaier, Airport; Jason Angell, Planning and Economic Development and Amy Krogman, Mayor's Office.

CIP09-17 Motion by John Spiros, 2nd by Dave LaFontaine to approve the minutes from the March 3, 2009 meeting. All Ayes, Motion Carried

Mike Baltus went over the estimated payback for the Mausoleum, CM-N-4401, and the Columbarium, CM-N-4402. Cost of construction of the mausoleum is $151,000; total revenue from sales would be $431,450, with a total payback of $280,450. Cost of construction of the columbarium is $41,000; total revenue from sales would be $71,750, with a total payback of $30,750. The mausoleum project will take 6 years to get to a break even point; the columbarium would take 4 years. There is a waiting list for the cremation niches. There isn't a waiting list for the spaces for the Mausoleum. Mike is estimating the mausoleum will be sold out in 20 years and the columbarium will be sold out in about 8 years.

Mike Brehm and Keith Strey reviewed the proposed goals for debt with the Committee. Keith Strey handed out information which was prepared by the city's financial consultant, The PFM Group (PFM). The report summarized for the Committee the city's current 15 outstanding general obligation debt issues. The report reviewed three options for the Committee's consideration: $2.5 million, $3.0 million, and $3.5 million.

Ed Wagner stated that what he was proposing is reducing the tax levy committed to capital projects and utilizing debt; the city would be able to leverage more projects. Keith Strey stated he discussed this with PFM and was told the city could do that, but PFM would not recommend it because it would increase the cost long-term. Ed Wagner felt the Committee needed to discuss whether the capital needs are great enough whereby the Committee needed to do this. Ed Wagner felt this was extreme, but if there is a need to catch up on the projects, or put money aside for a few years to put towards one of the recurring project, he thought it should be discussed as part of the goals. Keith Strey stated you cannot borrow money and set it aside for a future project, it must be spent within 3 years of borrowing.

Mayor Meyer pointed out that the city was adding approximately $1.4 million to our debt service to our budget in 2010, which will cost approximately $1.21 per thousand. Mike Brehm stated last year the levy was raised about $280,000 without changing the tax rate; an increase of $1.4 million is significant.

The Committee discussed state shared revenues. At Mike Brehm's presentation to the Common Council in February, he reported that shared revenues would decrease about 1% in 2010, which was approximately $67,000. The most current estimate would decrease this revenue source about $19,005. The transportation fund will be decreased 1% across the board, but it is based on a formula that is construction driven and the financial impact won't be known until later this year.

Mayor Meyer asked what percentage of the $1.4 million is actually TIF money. Keith Strey responded approximately $600,000.

Recessed at 8:35 a.m.
Reconvened at 8:45 a.m.

CIP09-18 Motion by Dave LaFontaine, 2nd by Karl Zimmermann to approve Option 1 for debt and operating funds as follows:

Year	Debt	Operating Funds
2009	$11,247,000	$1,044,500
2010	2,500,000	1,548,775
2010	2,500,000	1,587,494
2011	2,500,000	1,627,182
2012	2,500,000	1,667,861

All Ayes, Motion Carried

Mike Brehm when over the changes that staff suggested. They are as follows:

Project Number	Project Description	Suggested Change
EN-D-1906	Asphalt Street Surfacing and Mill-in Place – 2010	Increase funding by an additional $200,000 in 2010, operating funds.
EN-D-1981	E. 2nd St. – Maple to Vine – Street Reconstruction	Change funding from $373,000 operating fund to $373,000 borrowed funds. Project remains in 2010.
CM-N-4402	Cemetery Columbarium	Move project from 2012 to 2010 and change funding from $41,000 operating funds to $41,000 borrowed funds
UW-K-7303	Parking lot/sidewalk repair	Change funding from $112,500 operating funds to $112,500 borrowed funds. Project remains in 2010.
SW-H-6733	Balsam Ave. – Kalsched to Upham – Storm Sewer	Change funding from $42,000 operating funds to $42,000 borrowed funds. Project remains in 2010.
EN-D-1945	Alley Reconstruction – Central/Maple & 3rd/4th	Change funding from $55,000 operating funds to $55,000 borrowed funds. Project remains in 2010.
SW-G-6747	Westview Drive – Adams to 450' East – Storm Sewer	Change funding from $40,000 operating funds to $40,000 borrowed funds. Project remains in 2010.
FD-F-5807	Emergency Vehicle Preemption System	Move funding shown in 2011 ($63,184, operating) and 2012 ($63,184, operating) to 2010 and combine with the existing 2010 funding (total of $222,550) and change funding source to borrowed.
EN-F-1804	St. Joseph Ave/Doege Street Traffic Signals	Move project from 2011 to 2010. Funding source remains operating funds.

EN-C-1847	7th – Central to Chestnut – Reconstruction	Move project from 2011 to 2010. Funding remains the same ($145,000 borrowed funds).
EN-J-1848	7th – Central to Chestnut – Sanitary Reconstruction	Move project from 2011 to 2010. Funding remains the same ($59,000 Wastewater Fees).
SW-G-6708	7th – Central to Chestnut – Storm Sewer	Move project from 2011 to 2010. Funding remains the same ($23,000, borrowed).
EN-D-1850	West 13th Street – Central to Chestnut Reconstruction	Move project from 2011 to 2010. Funding remains the same ($94,000 borrowed).
SW-H-6709	13th Street – Central to Chestnut – Storm Sewer	Move project from 2011 to 2010. Funding remains the same ($17,000 borrowed).
EN-C-1912	E. 29th (Yellowstone) Galvin to East City Limits	Change a portion of the funding ($713,000) from TIF to borrowed in 2010.
SW-G-6739	Hume Ave. & Veterans Pkwy – New Wet Detention Basin	Change funding from $207,000 operating funds to $207,000 borrowed funds. Project remains in 2011.
EN-D-1875	Felker-Tremmel Ct. 24th & 24th – Street Opening	Move project from 2011 to 2012 and change funding from $344,000 operating funds to $344,000 borrowed funds.
EN-N-1877	Felker-Tremmel Ct. 24th & 24th – Water Main	Move project from 2011 to 2012 and change funding from $108,000 operating funds to $108,000 borrowed funds.
SW-H-6710	Felker- Tremmel Ct. 24th & 24th – Storm Sewer	Move project from 2011 to 2012 and change funding from $124,000 borrowed funds in 2011 to $84,000 operating funds and $40,000 borrowed funds in 2012.
EN-N-1943	Veterans Pkwy – WWTP Access Rd. to HWY 10 – Water Main	Move project from 2011 to 2010 and change funding from $237,000 operating funds in 2011 to $237,000 borrowed fund in 2010.
PL-K-6000	Long Range Planning for Library & Senior Center	Change funding from $3,500,000 borrowed funds to $3,500,000 nonrecurring debt.
UW-K-7320	Replace/Remodel Laird Theater and Art Space	Move projects from 2013 to 2012 and change funding from $1,000,000 operating funds to $1,000,000 borrowed funds.
EN-D-1933	Asphalt Street Surfacing and Mill-in-Place – 2011	Add an additional $47,000 in operating funds and $358,000 in borrowed funds in 2011. This will increase the project by $405,000.
UW-K-7318	Replace Leopold HVAC System	Move project from 2012 to 2011 and change funding from $150,000 operating funds to $150,000 borrowed funds.
AI-N-3807	Airport Sign	Move project from 2012 to 2011 and

		change the funding from $25,000 operating to $25,000 borrowed
EN-D-2021	Asphalt Street Surfacing and Mill-in-Place – 2013	Add an additional $275,000 in operating funds to the project.
SW-G-6742	Braem Park – New Wet Detention Basin No. 2	Delete project ($401,000) in borrowed funds.
EN-N-1979	E. 21st Street – Washington to Aspen – Sidewalk	Delete project ($59,000) in borrowed funds.
PR-L-2852	East 4th Street Trail	Delete project ($355,000) in borrowed funds.
PR-L-2811	Hefko Pool	Move to non-year ($210,000 in borrowed funds).
PR-L-2841	On Road Bike Route Signage/Marking	Change funding from $50,000 operating to $50,000 room tax in 2013.
EN-D-2016	Alley Reconstruction – Central/Chestnut & $th/5th	Delete project ($60,000) in borrowed funds.
EN-D-2017	Alley Reconstruction – Central/Chestnut & 5th/6th	Delete project ($60,000) in borrowed funds.
EN-N-1919	Nelson St. & Marathon St. – Water Main	Delete project ($153,000) in borrowed funds.
EN-D-1748	Yellowstone Industrial Park – Mallard Ave	Change funding from $713,000 borrowed to $713,000 TIF in 2009.

CIP09-19 Motion by John Spiros, 2nd by Ed Wagner to approve the recommended staff changes and to approve the 2009 – 2013 CIP, as amended, and recommend it's approval to the Board of Public Works, City Plan Commission and Common Council. All ayes, motion carried.

Dave LaFontaine complimented the staff for all the work they put in trying to balance this.

It was decided to not hold the evening meeting due to the fact that there will be a joint meeting of the Plan Commission and Board of Public Work which will held in the evening on March 23rd.

CIP09-20 Motion by Karl Zimmermann, 2nd by Dave LaFontaine to adjourn at 8:25 a.m. All Ayes, Motion Carried

Respectfully submitted,

Amy Krogman