



MINUTES
COMMITTEE #1
REVENUES, DISBURSEMENTS, WATER AND WASTEWATER
JUNE 10, 2014

Committee #1 - Revenues, Disbursements, Water and Wastewater met on Tuesday, June 10, 2014 at 12:30 PM in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.

Council/Committee Members present: George Adrian, Amy Mason, Rob Kiefer, Bill Hicks, Mayor Hoffman.

Others present: Finance Mgr/Treasurer Lynne Bauer, Fire Chief Mike Hepfler, City Clerk Bridget Givens, Police Chief Wendy Stelter, Street & Utility Maintenance Manager Rick Ruf, Transit Program Assistant Cynthia Schmidt, Civil Engineering Tech Todd Berg, Tom Joas.

Call to Order: 12:30 PM

Items of business to be discussed or acted upon at this meeting are shown on the attached agenda below:

1. Discuss purchase of Shared Ride Transit Vehicles. Possible recommendations to the Council. (attachment)

Transit Program Assistant Cynthia Schmidt presented information on a grant the transit program received to purchase vehicles. The total cost for two vehicles is \$65,590. The grant will cover \$51,496 and the City share is \$14,094. Funds to cover the City portion are available from the sale of previous transit vehicles and in the 2014 Transit Budget.

Motion by Mason/Kiefer to recommend the Council authorize the purchase of shared ride transit vehicles with the City portion of \$14,094 coming from previous transit vehicle sale monies and current budget monies. **All present voted aye. Motion carried.**

2. Discuss funding for dog feces signage on Westwood Drive and throughout the City. Possible recommendations to the Council. (attachment)

The Committee discussed issues related to dog feces signage and funding of signs on Westwood Drive and throughout the City. Police Chief Stelter indicated her department has received only one complaint regarding dog feces since January of 2013. Amy Mason questioned what other municipalities do and asked if the City Clerk could send a request to her clerk's network for information on problems and solutions related to dog feces. George Adrian questioned whether we would be looking at City owned property or residential areas as well. Transit Program Assistant Cynthia Schmidt who is also a member of the Happy Tails

Dog Park Board provided a picture of the signs they use at the dog park and indicated the cost is around \$50/sign. Street & Maintenance Manager Rick Ruf indicated the signs would have to be reflective. He estimated the cost to install each sign at approximately \$150 with that amount including labor and materials. Tom Joas reiterated his offer to donate \$100 for signage in the Westwood Drive area. Cynthia Schmidt also offered to donate monies on behalf of the dog park to assist with the cost of signage. The Committee felt more information was needed before making a decision.

Motion by Mason/Kiefer to recommend the Council approve tabling this item until the next Committee #1 meeting. **All present voted aye. Motion carried.**

3. Discuss funding for Fire Department Station Feasibility Study. Possible recommendations to the Council.

Committee #3 and the Council has recommended that a feasibility study be conducted for a new fire department building. Five Bugles Design was the only firm to respond to a request for quotes to complete this study and gave a presentation to Committee #3 on May 20th. The cost of the study will be \$18,300 and funds are available from City land sales.

Motion by Mason/Kiefer to recommend the Council authorize funding in the amount of \$18,300 with additional expenses contingent on findings as detailed in the attached quote document. **All present voted aye. Motion carried.**

4. Discuss sale of City lots. Possible recommendations to the Council. (attachment)

Mayor Hoffman indicated Mark Mueller has an interest in purchasing City property located by the dog park. No water or sewer are currently available at the site. Civil Engineering Tech Todd Berg indicated the approximate cost to install both would be close to \$80,000. Mayor Hoffman indicated Mr. Mueller would like to build duplexes on the property. The property is currently zoned single family residential and duplexes would require a zoning change. The Committee decided they need the value of the property and asked Finance Manager Bauer to contact a realtor to get an appraisal of the property or a fair market analysis.

Motion by Kiefer/Mason to recommend the Council approve getting an appraisal/fair market analysis of the City property located near the dog park. **All present voted aye. Motion carried.**

5. Adjournment

Motion by Mason/Kiefer to adjourn at 1:14 PM. **All present voted aye. Motion carried.**

**Minutes submitted by,
Lynne Bauer, Finance Manager/Treasurer**

**CFSRT - 2014 (2) Rearload Accessible Minivans, Dodge
Grand Caravan SE, Conversion by BRAUN**

\$ For Two Vehicles	\$ 65,590
Section 5339 Grant	\$ 51,496
Local Share	\$ 14,094



Minutes

Committee #3

Transportation, Construction, Public Safety and Traffic

Committee #3 met Tuesday, May 20, 2014 at 10:30 am in the City Hall Council Chambers, 30 West Central Street, Chippewa Falls, WI.

Council/Committee Members present: Mike Hanke, Bill Hicks, Amy Mason, George Adrian, and Mayor Hoffman.

Others present: Finance Manager/Treasurer Lynne Bauer, Utilities Office Manager Connie Freagon, Fire Chief Mike Hepfler, Police Chief Wendy Stelter, Assistant City Engineer Matt Decur, City Clerk Bridget Givens, Tom Joas, Julie Joas, Ralph Cushman, and representatives of Five Bugles Design Steven Gausman, Ed Mischefske, and Jon Schwichtenberg.

The meeting was called to order at 10:30 am.

Motion by Hicks/Hanke to consider Item #5 first. All present voting aye, motion carried.

- * 5. Discuss dog feces issue on Westwood Drive and throughout the City of Chippewa Falls. Possible recommendations to the Council.

Tom Joas, 605 Westhaven Road, appeared to advise the Committee of an issue with dog feces on city-owned property near the middle school and water tower. He inquired if there is a city ordinance which requires owners to pick up after their dogs, which Councilor Hanke advised there is such ordinance. Mr. Joas further stated there are garbage cans in that area where individuals could dispose of the excreta and questioned if signage could be placed advising of the ordinance and possible fine information. Mr. Joas also stated he would be willing to donate \$100 towards the installation of the signs.

Motion by Hicks/Hanke to recommend this item be referred to Committee #1 for funding consideration. All present voting aye, motion carried.

1. Fire Department Station Feasibility Study presentations and subsequent discussion. Possible recommendations to the Council.

Finance Manager/Treasurer Bauer shared that the Request for Feasibility Study was distributed to four different firms, but we only heard back from Five Bugles Design.

The representatives of Five Bugles Design provided an overview of their company, the project approach, and their relevant experience. They advised the Committee that site acquisition will be the largest hurdle as the City will need roughly 2.5 acres for a two-story building. Councilor Hanke expressed concern that the City currently services townships which could change in the future. Mr. Schwichtenberg advised that once the GIS model is set, they can look at any scenario we want for site location analysis.

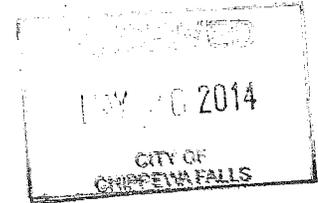
Councilor Hicks discussed the ability for future expansion to include the Police Department in the same location to offer a joint public safety building. This may be a consideration as we move forward.

Motion by Hicks/Hanke to recommend hiring Five Bugles Design pending review by Committee #1 for possible funding sources. All present voting aye, motion carried.



Banbury Place Building D04, Suite 202, Mailbox 2
800 Wisconsin Street Eau Claire, WI 54703-4850
715.832.4848
Fax 714.514.1860
FiveBuglesDesign.com

Monday, May 05, 2014



City of Chippewa Falls
Lynne Bauer, Finance Manager/Treasurer
30 West Central Street
Chippewa Falls, WI 54729

Re: City of Chippewa Falls Request for Feasibility

Dear Ms. Bauer,

I am pleased to present you with the attached sealed fee proposal in response to your official request.

Five Bugles Design respectfully requests a lump sum fee of \$18,300 to provide the scope of work identified in your RFP and discussed in detail in our Statement of Qualifications.

For a study of this nature, reimbursable expenses would be limited to printing costs and would be largely determined by the City's needs. We would be happy to extend a not to exceed fee of \$500, based on not exceeding 20 copies of the final report. Other typical reimbursements such as soil and material testing, site surveys and environmental reports are outside the project scope as we understand it. Mileage, lodging and meals, while frequently a reimbursable expense, will be covered under our lump sum basic fee umbrella.

A typical hourly rate sheet has been attached, per your request.

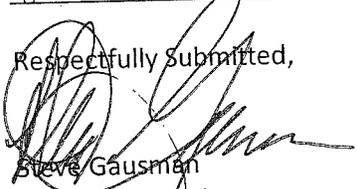
Our firm prides itself on not "nickel and diming" clients with change of scope fee requests. To that end, we have not listed any anticipated additional fees.

Voluntary Alternate #1: Possible Funding Sources

Five Bugles Design has considerable experience in grant writing for the Fire Service Industry. We provide these services as a matter of course and they are included in our basic fee. There will be no additional charge for Voluntary Alternate #1.

Thank you for the opportunity to submit this proposal. Should you need any additional information or have questions, please contact me at 715-832-4848, cell: 715-271-9343, or email sgausman@fivebuglesdesign.com

Respectfully Submitted,


Steve Gausman
Owner-Principal
Five Bugles Design

RATE SCHEDULE
 Effective Through December 31, 2014



Principal	\$160
Architect	\$140
Senior Emergency Services Specialist	\$140
Project Manager II	\$110
Project Manager I	\$90
Design Technician III	\$90
Design Technician II	\$85
Design Technician I	\$75
Student Intern	\$50
Administrative Manager	\$75
Administrative Assistant	\$60

Hourly rates are arrived at by adding to the employee's direct hourly payroll rate costs such as: unemployment taxes, social security taxes, insurance benefits, vacation and holiday pay, plus a reasonable margin for overhead, contingencies, interest on invested capital, readiness to serve and profit.

Reimbursable Expenses

Colored Prints – E Size	\$5.10 each
Black & White Prints – E Size	\$4.10 each
Colored Prints – D Size	\$4.60 each
Black & White Prints – D Size	\$3.60 each
Colored 11 x 17 Copies	\$2.10 each
Black & White 11 x 17 Copies	\$0.60 each
Colored 8 ½ x 11 Copies	\$1.10 each
Black & White 8 ½ x 11 Copies	\$0.35 each
Mileage	\$0.565 per mile
Airfare	Charged at cost
State Permits & Local Fees	Charged at cost
Per Diem	\$150 per day

GARDEN ST.

PROP. SEWER AND WATER

CHIPPEWA CROSSING

PROP. SEWER AND WATER

CHIPPEWA

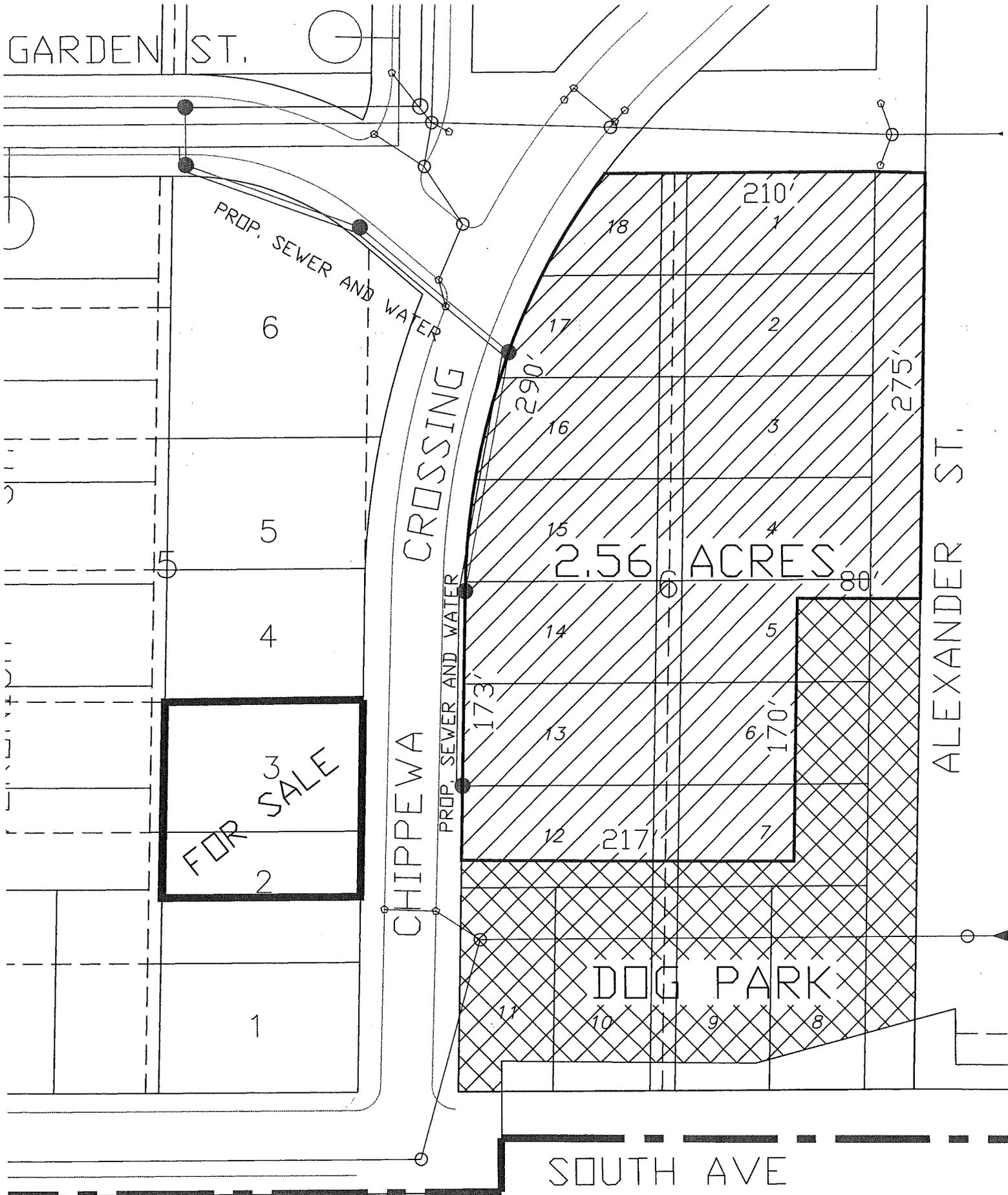
ALEXANDER ST.

2.56 ACRES

FOR SALE

DOG PARK

SOUTH AVE



ESTIMATE

Project: Garden-Chippewa Crossing Utility Extension

Date: 6/9/2014 Completed By: TMB

CL Length =

Item Number	Item Description	Unit	Est. Quantity	Unit Cost	Total
-------------	------------------	------	---------------	-----------	-------

Sanitary Sewer and Related Items

256.001	Sanitary Sewer Main 8-Inch	LF	570	\$ 30.00	\$ 17,100.00
256.020	Sanitary Manhole Type M	VF	48	\$ 225.00	\$ 10,800.00
256.030	Sanitary Manhole Cover	Each	6	\$ 500.00	\$ 3,000.00
256.033	Connect to Existing Sanitary Sewer	Each	1	\$ 500.00	\$ 500.00

Sanitary Subtotal					\$ 31,400.00
--------------------------	--	--	--	--	--------------

Water Main and Related Items

257.002	Water Main, 6-Inch	LF	542	\$ 30.00	\$ 16,260.00
257.013	Hydrant Lead 6-Inch D.I.	LF	10	\$ 35.00	\$ 350.00
257.050	Connect to Existing Water Main	Each	1	\$ 1,000.00	\$ 1,000.00
257.060	Gate Valve & Box 6-Inch	Each	2	\$ 1,500.00	\$ 3,000.00
257.080	Fire Hydrant	Each	1	\$ 3,500.00	\$ 3,500.00
257.082	Water Main Fittings	LB	200	\$ 8.00	\$ 1,600.00
257.090	6-Inch Hot Tap	Each	1	\$ 1,000.00	\$ 1,000.00

Water Main Subtotal					\$ 26,710.00
----------------------------	--	--	--	--	--------------

Storm Sewer and Related Items

258.001	Storm Sewer, 12-Inch	LF	20	\$ 30.00	\$ 600.00
258.030	Connect to Existing Storm Sewer	Each	1	\$ 500.00	\$ 500.00
258.052	Inlet Type 3	LF	3	\$ 250.00	\$ 750.00
258.073	Removing Inlets	Each	1	\$ 200.00	\$ 200.00

Storm and Related Items Subtotal					\$ 2,050.00
---	--	--	--	--	-------------

Street Construction and Related Items

204.005	Remove Curb and Gutter	LF	80	\$ 3.00	\$ 240.00
259.002	HMA Pavement Type E-1	Ton	30	\$ 70.00	\$ 2,100.00
259.018	Sawcut Pavement	LF	120	\$ 2.00	\$ 240.00
259.020	Base Aggregate Dense 1 1/4-Inch	CY	50	\$ 17.00	\$ 850.00
259.022	Common Excavation	CY	60	\$ 7.00	\$ 420.00
259.050	Mobilization	Each	1	\$ 1,000.00	\$ 1,000.00
259.051	Concrete Curb and Gutter 30-Inch Type D	LF	80	\$ 20.00	\$ 1,600.00
260.013	Turf Establishment	SY	900	\$ 5.00	\$ 4,500.00

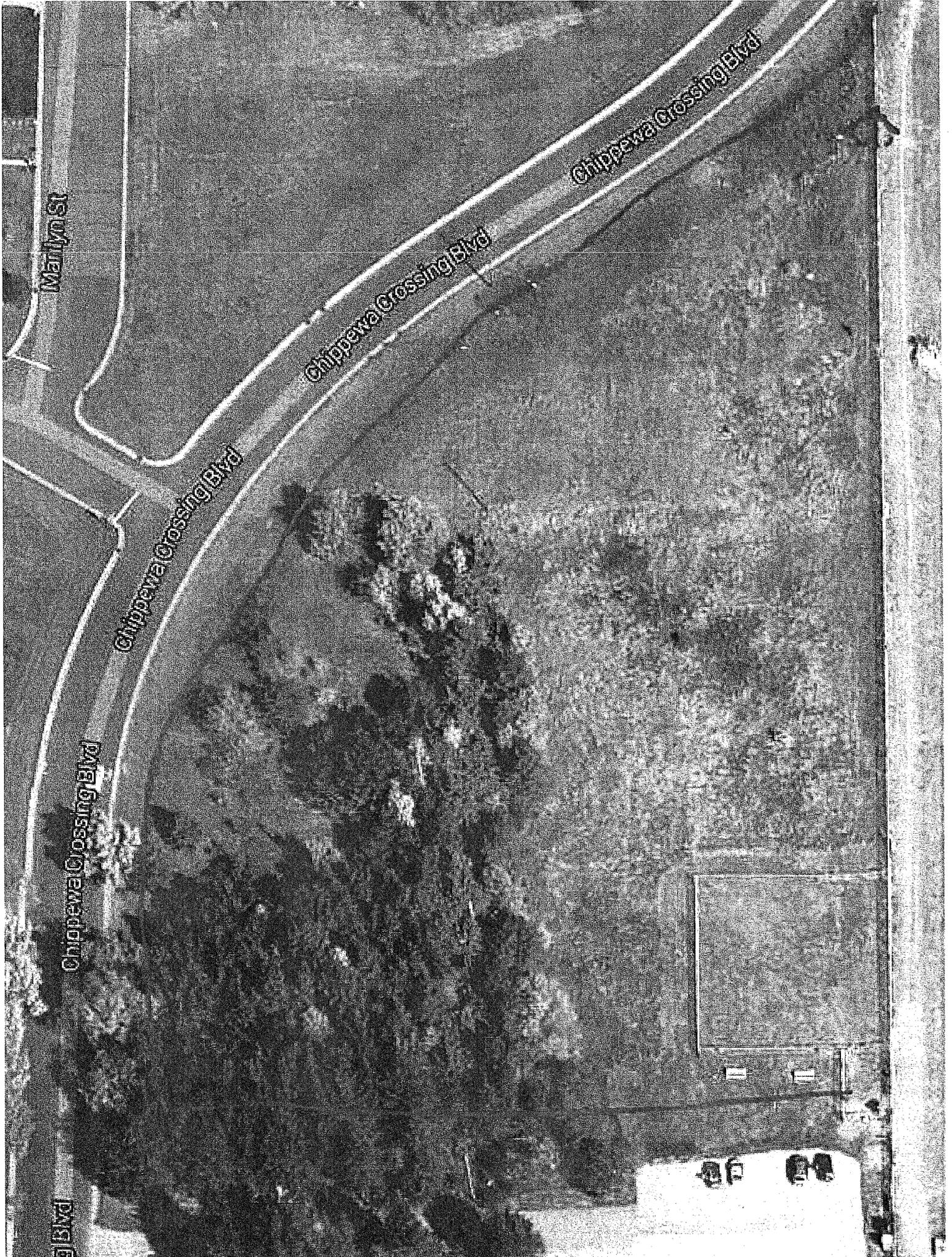
Street Construction and Related Subtotal					\$ 10,950.00
---	--	--	--	--	--------------

Total	\$ 71,110.00
Contingencies (10%)	\$ 7,111.00
Estimate Total	\$ 78,221.00

This estimate includes:

- 1)
- 2)
- 3)
- 4)
- 5)

The estimate may be reduced if we got DNR approval to install sanitary and water mains in same trench.



Marilyn St

Chippewa Crossing Blvd

Chippewa Crossing Blvd

Chippewa Crossing Blvd

Chippewa Crossing Blvd

Blvd

06 08