



MINUTES

COMMITTEE #1

REVENUES, DISBURSEMENTS, WATER AND WASTEWATER

OCTOBER 7, 2014

Committee #1 - Revenues, Disbursements, Water and Wastewater met on Tuesday, October 7, 2014 at 4:30 PM in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.

Council/Committee Members present: George Adrian, Rob Kiefer, Paul Olson, Amy Mason, Chuck Hull (arrived at 4:40 PM).

Others present: Finance Mgr/Treasurer Lynne Bauer, Senior Engineering Tech Todd Berg, Utility Office Manager Connie Freagon, Parks & Recreation Director Dick Hebert.

Call to Order: 4:30 PM

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

- 1. Discuss Lease amendment with New Cingular(ATT) for additional antennae at #1821 Kennedy Road Water Tower and #631 Chippewa Street Water Tower. Possible recommendations to the Council.**

Todd presented information (attachment) regarding the lease amendment request of New Cingular Wireless PCS, LLC. He indicated Short Elliot Hendrickson (S E H) has studied the lease and indicated the amendments would fit in with the current infrastructure. Todd noted the City does not have any liability and that the company is responsible for their equipment including if it needs to be removed so the water towers can be painted. The Water Utility is entitled to any revenues generated from the lease.

Motion by Adrian/Kiefer to recommend the Council approve the lease amendments with New Cingular (ATT) for additional antennae at #1821 Kennedy Road Water Tower and #631 Chippewa Street Water Tower. All present voted aye. Motion carried.

- 2. Summary of land sale revenues and expenses. Possible recommendations to the Council.**

Finance Manager Bauer presented a summary (attached) of land sale revenues and expenses through September 2014. Land sale revenues from 2010-2014 totaled \$812,138.56. Land sale revenues were used for various department one-time expenditures totaling \$856,898.02 with one pending item of \$15,000 (evidence bar coding) for the police department.

No action taken.

- 3. Review preliminary 2015 Budget data; update on 2015 Budget process; and confirm/set future meeting dates.**

Finance Manager Bauer updated the Committee on the progress of the 2015 Budget. Preliminary operational expenses have come in approximately \$60,000 more than last year. Wage and benefit information is still being compiled. Health insurance renewal options are being discussed with the

City's agent and further information should be available for next week's meeting. This information is also needed for upcoming bargaining sessions. Future meeting dates and tentative agenda items were discussed (attached).

No action taken.

4. Closed Session

Motion by Kiefer/Olson to go into closed session under Wis. Stats. Sec. 19.85(1)(e) for "deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting public business with competitive or bargaining implications" to A) Discuss offer to purchase from Mark Mueller for city lots located near Happy Tails Dog Park; and to include council members; Finance Manager/Treasurer Bauer, Senior Engineering Tech Berg; and may return to open session for possible recommendation. Roll Call Vote: Kiefer - Aye; Olson - Aye; Adrian - Aye. Motion carried.

The Committee discussed the offer of Mr. Mueller to purchase city lots near the dog park and the terms and conditions outlined by Attorney Ferg.

Motion by Adrian/Kiefer to return to open session. All present voted aye. Motion carried.

Finance Manager/Treasurer Bauer noted for the record that a motion and second was made in closed session to accept the Offer to Purchase from Mark Mueller along with the terms and conditions as set for by Attorney Ferg.

5. Adjournment

Motion by Kiefer/Olson to adjourn at 5:08 PM. All present voted aye. Motion carried.

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

Memo to Committee #1 For Tuesday, October 7, 2014 at 4:30pm

Lease Agreement with New Cingular Wireless PCS, LLC
631 Chippewa Street (site 10123980) WI4389

RECOMMEND

Third Amendment to Water Tower and Building Space Lease Agreement.

Upon completion of the installation of the additional Equipment on the premises by tenant, the existing monthly rent shall increase by Three Hundred and No/100 Dollars (\$300.00).

Original lease dated 9/22/04 for \$1,200 / month –increase 4% annually
First Amended agreement dated 9/8/10 additional \$300 / month
Second Amended Agreement dated 12/6/13 additional \$325 / month
Current lease payment \$2,465.24 / month

Lease Agreement with New Cingular Wireless PCS, LLC
1821 Kennedy Rd (site 10130316) WI3215

RECOMMEND

Third Amendment to Water Tower and Building Space Lease Agreement.

Effective [date] Lease amount will be \$1,976.86. Upon completion of the installation of the additional Equipment on the premises by tenant, the monthly rent shall increase by Three Hundred and No/100 Dollars (\$300.00). In addition, 4% annual increase for up to four additional 5 year terms.

Original lease dated 9/28/09 for \$1,459.98 / month – increase 4% annually
First Amended agreement dated 2/7/12 additional \$321.72 / month
Lease payment \$1,976.86
Second Amended agreement dated 2/1/2013 for \$1,650 / month – increase 10% every 5 year term

Submitted by Richard J. Rubenzer, PE
Director of Public Works, City Engineer, Utilities Manager

LAND SALE SUMMARY - COMMITTEE #1 DISCUSSION - OCTOBER 7, 2014

REVENUES:

2008	0.00
2009	0.00
2010	55,475.00
2011	289,320.00
2012	282,598.80
2013	184,744.76
2014	0.00

* \$812,138.56

DESIGNATED EXPENSES:

COM #1 JUNE 10, 2014/SEPTEMBER 14, 2009	FD	FIRE DEPT STATION FEASIBILITY STUDY	\$18,300.00	\$18,300.00
JOINT COM #1 & #2 MARCH 4, 2014	DP	COMPUTER REPLACEMENT ????	\$25,000.00	\$25,000.00
		2014 TOTALS	\$43,300.00	\$43,300.00

COM #1 JULY 8, 2013/FEBRUARY 18, 2013	FD	PROTECTIVE CLOTHING REPLACEMENT	\$5,000.00	\$5,000.00
COM #1 MAY 28, 2013		POWER LINES - PROSPERITY GRT	\$9,140.92	\$9,140.92
COM #1 FEBRUARY 18, 2013	PD	Bone Conduction Microphones	\$2,400.00	\$2,399.92
COM #1 FEBRUARY 18, 2013	PD	AR15 Rifles	\$8,942.00	\$8,017.25
COM #1 FEBRUARY 18, 2013	PD	(2) New X26 Tasers	\$2,030.00	\$2,024.60
COM #1 FEBRUARY 18, 2013	PD	Evidence Bar Coding System	\$15,000.00	\$0.00
COM #1 FEBRUARY 18, 2013	PD	(11) Conference Room Chairs	\$1,210.00	\$1,196.00
COM #1 FEBRUARY 18, 2013	PD	Video Equipment for 5th Squad	\$6,170.00	\$5,768.48
COM #1 FEBRUARY 18, 2013	PD	Ballistic Shield Blanket	\$800.00	\$820.00
COM #1 FEBRUARY 18, 2013	PD	Viewue Camera	\$1,200.00	\$1,599.95
COM #1 FEBRUARY 18, 2013	LIB	Office Computers/Public Computers	\$15,000.00	\$12,345.12
COM #1 FEBRUARY 18, 2013	LIB	Carpet Replacement	\$60,000.00	\$59,503.41
COM #1 FEBRUARY 18, 2013	P&R	Marshall Tennis Courts Repair	\$13,000.00	\$12,991.00
COM #1 FEBRUARY 18, 2013	ECON	Flood Plain Grant Land Purchase	\$26,000.00	\$17,516.00
		2013 TOTALS	\$165,892.92	\$138,322.65

Pending

ACTUAL EXPENSE:

Actual?

COM #1 AUGUST 20, 2012	PD	MOBILE VISION CAMERAS	\$41,400.00	\$49,400.00
COM #1 JULY 17, 2012	FD	THIRD REPEATER ON CHIP CTY COMMUN TOWER	\$10,411.00	\$10,411.00
COM #1 MARCH 22, 2012	CITY HALL	CARPETING FOR CLERK/TREASURER'S OFFICES	\$6,600.00	\$4,222.00
COM #1 FEBRUARY 2, 2012	FD	VEHICLE	\$29,087.00	\$29,087.00
COM #1 FEBRUARY 2, 2012	LIB	WINDOWS	\$14,100.00	\$14,100.00
		2012 TOTALS	\$101,598.00	\$107,220.00
COM #1 MARCH 9, 2011	FD	REPLACE RADIOS & EQUIPMENT STATION #2	\$12,000.00	\$10,001.28
		2011 TOTALS	\$12,000.00	\$10,001.28

COM #1 JULY 13, 2010/SEPTEMBER 14, 2009		COMPREHENSIVE PLAN	\$40,000.00	\$40,000.00
COM #1 APRIL 1, 2010		CITY HALL BOILER & WINDOW PROJECT	\$206,700.00	\$219,319.17
COM #1 JANUARY 6, 2010/SEPTEMBER 14, 2009		ELECTRICAL ENERGY SAVINGS PROJECT	\$16,000.00	\$12,768.86
COM #1 JANUARY 6, 2010/SEPTEMBER 14, 2009	FD	EMS AMBULANCE	\$145,000.00	\$137,834.35
COM #1 JANUARY 6, 2010/SEPTEMBER 14, 2009	FD	OVERHEARD GARAGE DOORS/OPENERS	\$10,275.00	\$11,384.56
COM #1 JANUARY 6, 2010/SEPTEMBER 14, 2009		POLICE/LIBRARY PHONE SYSTEMS	\$25,300.00	\$25,143.87
		2010 TOTALS	\$443,275.00	\$446,450.81

COM #1 SEPTEMBER 14, 2009	FD	WELLHEAD PROTECTION	\$32,000.00	\$31,403.28
COM #1 SEPTEMBER 14, 2009	FD	EMS AMBULANCE PATIENT COTS	\$44,000.00	\$2,200.00
COM #1 SEPTEMBER 14, 2009	LIB	BOILER REPLACEMENT	\$70,000.00	\$70,000.00
COM #1 SEPTEMBER 14, 2009		SURVEY EQUIPMENT	\$8,000.00	\$8,000.00
		2009 TOTALS	\$154,000.00	\$111,603.28

TOTALS: \$920,065.92

\$856,898.02 *

Events for 2015 Budget Cycle

Review Department Operational Budgets - Finance Mgr/Department Heads - September

Review Department Wage/Benefit Issues - Committee #2 - October

Review TIF/Debt Impact on Budget - Mid to Late October

Review Capital Project/Item Requests/Omitted Budget Requests - October

Review Revenue Budgets - October

Review Donation and Community Funding Requests - October

Review final proposed budget and discuss levy impact - Early November

Hold public hearing - First week of December

Council adopts final budget and sets levy - First week of December

Tentative 2015 Budget Schedule

Tentative Agenda Discussion	Tentative Dates	Tentative Times
Review Proposed 2015 Revenue Budget	Tuesday, 10/14/2014	4:30 PM
Review Proposed 2015 Expenditure Budget	Tuesday, 10/14/2014	4:30 PM
Review Capital Project/Item Requests/Omitted Requests	Tuesday, 10/14/2014	4:30 PM
TIF Presentation (?)	Tuesday, 10/21/14	4:30 PM
Review Donation Requests	Tuesday, 10/28/2014	4:30 PM
Department Budget Discussions	Tuesday, 10/28/2014	4:30 PM
Additional Budget Review and Discussion	Tuesday, 11/4/2014	4:30 PM
Final Review of Proposed Budgets	Tuesday, 11/11/2014	4:30 PM
Meeting (if necessary) to make budget changes	Tuesday, 11/11/2014	4:30 PM
Prepare Budget Notice for Publication	Publish by 11/14/2014	N/A
Public Hearing on 2015 Budget	Tuesday, December 2, 2014	5:15 PM Special Council
Council Adopts 2015 Budget	Tuesday, December 2, 2014	5:15 PM Special Council