



**Minutes**  
**Committee No. 1**  
**Revenues, Disbursements, Water and Wastewater**

Committee #1 met on **Tuesday, July 13, 2010 at 7:00 PM, Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.**

Council Members: Mike Dahlby, Bill Hicks, Susan Zukowski

Attendees: Lynne Bauer, Rick Rubenzer, Jayson Smith, Connie Freagon, George Hobbs

1. Discuss Lease Agreement between the City of Chippewa Falls Water Utility and Timothy Swoboda, d/b/a The Lodge, with possible recommendations to the Council.

Mr. Swoboda did not attend the meeting and indicated via email to the City Clerk/Finance Manager that he is not interested in the lease agreement as written and has not responded to inquiries as to his interest in modifying the lease.

No action taken at this time, we will follow up at our August meeting after Rick and Lynne have had time to follow up with Mr. Swoboda.

2. Update on Cleanwater Fund Program loan process for River Street and Waste Water Treatment Plant Phase I modification projects with possible recommendations to the Council.

Need is arising to borrow funding from internal sources to cover the expenses for the River / Bay Street Project between now and the end of the year when the loan from the State of Wisconsin Clean Water Fund (CWF) closes. The recommendation is to borrow approximately \$1.5 million to cover expenses through year end for these projects through the Waste Water Depreciation and Replacement accounts. This will save us approximately \$15,000 on closing costs and \$190,000 through principle forgiveness on the project budgets.

**Motion** by Zukowski/Hicks to recommend the Council approve borrowing from the Waste Water Depreciation and Replacement Account, the Storm Water Cash and Replacement Account and charging any wire fees and interest normally earned at the LGIP rate to the appropriate project, with the loans being repaid when the CWF loan is closed. All present, voting aye, motion carried.

3. Discuss funding options for the bike trail with possible recommendations to the Council.

If we go after the State DOT funding the match is 20% for the City and 80% to the State DOT grant. The current estimated project cost is \$53,400 for the Engineering Phase, with \$10,680 as the City match, with funding needed in 2011. The Construction Phase, with contingency planning, totals \$294,000 with the City match approximately \$58,800 with funding needed in 2012.

There is a potential to receive a DNR grant for the construction phase of this project that would cover 50% of the City Match portion. This grant would be applied for in the Spring of 2011.

Jayson will look into using Force Account for the engineering portion of this project and provide the Council an update. As we work to build our 2011, budget we will need to include the City match for the engineering and be looking forward to capital expenses for 2012. This can also provide Committee #4 with a target for land sales to build our one-time revenues that can be used for capital expenses. We need to target having land sales monies available for this capital project by January 2011 for the Engineering phase and January 2012 for the Construction phase.

4. Discuss funding for the City's Comprehensive Plan project and retaining a consultant to complete the Plan with possible recommendations to the Council.

Comprehensive Plan funding was budgeted through the prior land sale monies. We have received the planning grant from the State. Jayson Smith provided a proposal from the West Central Wisconsin Regional Planning Commission to complete the Comprehensive Plan for \$70,000 which is the total of the grant funding and local City match. The goal would be to have the Comprehensive Plan completed by the end of 2011.

**Motion** by Dahlby/Zukowski to recommend the Council fund the Comprehensive Plan, through grant funding (\$30,000) and City matching funds (\$40,000 from prior land sale monies) in a total amount not to exceed \$70,000. Further that we retain the West Central Wisconsin Regional Planning Commission as a consultant to complete the Comprehensive Plan, including a sustainability element in the plan. All present, voting aye, motion carried.

5. Preliminary discussion regarding the 2011 budget and review of budget timeline with possible recommendations to the Council.

Lynne has provided the staff direction on what to anticipate as they work on their budgets for 2011. We have asked the departments to come in as close to their 2010 budget as they can. We anticipate 4 to 6 retirements in 2011, which could result in retirement payouts between \$100,000 to \$150,000; we have preliminary budgeted \$75,000 for this retirement fund.

August 10<sup>th</sup> and 12<sup>th</sup> targeted for meetings with the Department Heads.

Look at review of TIFs and closing out of any TIFs if possible.

Committee #4 will be having a meeting on Wednesday July 14<sup>th</sup> to review the recycling contracts. We may have the ability to shift \$130,000 of recycling program fees over to the residents without losing our grant funding. This will be further discussed at the meeting. Surveys have been circulated to try and gain information from the community. Committee #4 is targeted to make a decision by early August. We estimate the City savings to be around \$100,000, the difference in the shift in funding and the savings is the City's fixed expenses as it pertains to the recycling program.

We may also be able to see savings in wages and benefits through the Administrator program.

## 6. Adjournment

**Motion** by Zukowski/Hicks to adjourn. All present, voting aye, motion carried. Adjourned at 8:20 pm.

Minutes Submitted by:  
Susan Zukowski, Chairperson