



**Minutes**  
**Committee No. 1**  
**Revenues, Disbursements, Water and Wastewater**  
**May 12, 2011**

**Committee #1 – Revenues, Disbursements, Water and Wastewater** met on **Thursday, May 12, 2011 at 8:00 AM** in the **Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.**

Committee/Council Members Present: Jane Lardahl, Brian Flynn, George Adrian, Mayor Hoffman.

Other Attendees: City Planner Jayson Smith, Police Captain John Liddell, Finance Mgr./Treasurer Lynne Bauer, Dave Carlson, S E H Representative.

The meeting was called to order at: 8:00 AM.

**Item #1: Consider proposal from SEH to write a Community Development Block Grant application to the Wisconsin Department of Commerce for State funds to be used for the implementation of the City's Downtown Entrance Plan. Make a recommendation to the City Council.**

City Planner Jayson Smith stated the City could apply for funds that can be used to move forward on the Downtown Entrance Plan. He indicated these funds would be used for renovating the Empire Building at 1-3 E. Spring Street, reconstruction of Bridge Street, and acquisition of properties. The City will be applying for the maximum amount of \$500,000 but Jayson is unsure of how much would actually be awarded to the City. The cost to hire S E H to write the CDBG application is \$8,000 and will be paid for using TIF funds.

**Motion by Flynn/Adrian** to recommend the Council accept the proposal from S E H to write a Community Development Block Grant application to the Wisconsin Department of Commerce for State funds to be used for the implementation of the City's Downtown Entrance Plan with the fee of \$8,000 to be paid from TIF funds. **All present voting aye, motion carried.**

**Item #2: Consider a proposal from SEH to complete a Traffic Impact Analysis related to the traffic/transportation recommendations from the Downtown Entrance Plan. Make a recommendation to the City Council.**

City Planner Jayson Smith indicated the traffic analysis would involve looking at the one and two-way traffic patterns, current and projected traffic patterns and the basic design, concepts and costs associated with traffic related to the Downtown Entrance Plan. The cost is \$29,500 and will be paid for with TIF funds.

**Motion by Flynn/Adrian** to recommend the Council accept the proposal from S E H to complete a Traffic Impact Analysis related to the traffic/transportation recommendation from the

Downtown Entrance Plan with the cost not to exceed \$29,500 and to be paid from TIF funds.  
**All present voting aye, motion carried.**

**Item #3: Consider proposal from Anderson Moessner Appraisals to complete an appraisal for approximately four acres of City owned property located on River Street on the west side of the Water Department building. Make a recommendation to the City Council.**

City Planner Jayson Smith stated there is a 4-5 acre parcel owned by the Wastewater Utility that CN railroad would like to purchase. (This relates to an issue brought before the Board of Public Works on May 9 regarding a plan by the railroad to purchase the land and construct an intermodal facility.) Jayson is asking for approval to have Anderson Moessner complete an appraisal on that property at a cost of \$1,400.

**Motion by Flynn/Adrian** to recommend the Council accept the proposal from Anderson Moessner to complete an appraisal of the 4-5 acre parcel of Wastewater Utility property located on River Street at a cost not to exceed \$1,400 and to be paid for out of the Wastewater Utility funds contingent upon the Council accepting the recommendation of the Board of Public Works from May 9 regarding the intermodal facility concept plan. **All present voting aye, motion carried.**

**Item #4: Discuss funding for inspection, specifications and RFP for Police Department building/boiler project. Possible recommendations to the Council.**

Captain John Liddell explained that in the process of trying to develop specifications for their boiler project, a potential air quality issue was identified and might be the reason why the current system has not worked properly for a number of years. For that reason, John is recommending that an analysis be done on the current building as well as specifications developed to replace the current boiler system in order to analyze if other issues need to be addressed before the boiler is replaced. Johnson Controls has submitted a proposal for \$5,000 to complete an inspection and develop specifications and S E H has submitted a proposal for \$9,800 to review and analyze the report of Johnson Controls, and in addition, develop an RFP and conduct the bidding process. These costs would come from land sale revenues.

**Motion by Flynn/Adrian** to recommend the Council approve funding not to exceed \$15,000 from land sale revenues for Johnson Controls and S E H to inspect, develop specifications, develop a request for proposal and conduct the bidding process for the Police Department boiler/building project. **All present voting aye, motion carried.**

**Item #5: Discuss day and time for regular meetings. Possible recommendation to the Council.**

The Committee decided they would meet the second Thursday after the first council meeting of the month. The next meeting was tentatively scheduled for June 16 at 8 AM.

**Item #6: Adjournment.**

**Motion by Adrian/Flynn** to adjourn at 8:45 AM. **All present voting aye, motion carried.**

**Minutes submitted by:**  
Lynne Bauer, Finance Mgr.