



City of West Allis

7525 W. Greenfield Ave.
West Allis, WI 53214

Meeting Minutes

Capital Improvement Committee

Dan Devine, Mayor

Gary T. Barczak and Kevin Haass, Alderpersons

Yuriy Ksenidi and Sagar Tolani, Citizen Members; Ronald Rieboldt, Plan Commission Member;

Rebecca Grill, City Administrator; Peggy Steeno, Finance Director/Comptroller/Treasurer;

Michael Lewis, Director of Public Works/City Engineer; John Stibal, Director of Development

Wednesday, June 14, 2017

6:00 PM

City Hall Art Gallery

REGULAR MEETING (draft minutes)

A. CALL TO ORDER

The meeting was called to order by Mayor Devine at 6:00 p.m.

B. ROLL CALL

Present 8 - Mayor Dan Devine, Ald. Kevin Haass, Mr. Yuriy Ksenidi, Mr. Sagar Tolani, Mr. Ronald Rieboldt, Ms. Peggy Steeno, Mr. Michael Lewis, and Mr. John Stibal

Excused 2 - Ald. Gary T. Barczak, and Ms. Rebecca Grill

Others Present: Joseph Burtch, Assistant City Engineer; Peter Daniels, Principal Engineer; Bart Griepentrog, Planner II, and Janel Lemanske, Secretary.

C. APPROVAL OF MINUTES

1. [17-00056](#) March 30, 2017 Draft Minutes

Attachments: [Capital Improvement Committee Minutes 03-30-17](#)

A motion was made by Mr. Stibal, seconded by Mr. Rieboldt, that this matter be Approved. The motion carried unanimously.

D. NEW AND PREVIOUS MATTERS

2. [17-00057](#) Expanded 2018 - 2022 Draft Capital Improvement Program (In Progress)

- A. Program Includes All Department Requests Received
- B. Planning document at this time - Present at Next Meeting
- C. Acceptance versus Approval

Ms. Steeno explained the layout of the 2018-2022 Draft Capital Improvement Program and what it will look out from now until the plan goes to Common Council. The 2018 plan is complete; and the 2019-2022 is still needs some work, but staff continues to work on this plan. Ms. Steeno recommends holding years 2019-2022 and updating the plan with information given to her from staff then bringing this back at the August meeting. Currently this is a planning document for the years 2019-2022 that will not be approved this year. Ms. Steeno recommended focusing on the 2018 street portion of the program at this meeting and then at a later meeting talk about the parks, equipment, and property improvements.

Ms. Steeno stated Ald. May would like the Committee not to vote on the Charter Ordinance without looking at other options. Ms. Steeno recommended the Capital Improvement Committee is a committee that does not focus on funding but rather is an operational committee which deals with the priorities and needs of the City as far as capital items. Ms. Steeno stated a Charter Ordinance can only be changed by the Common Council. Ms. Steeno explained that the State, with its rules on levy limits and expenditures restraint, encourages borrowing; the restrictions are all on the operating side while everything borrowed for Capital items is added in and then subtracted out so we aren't penalized on the levy or expenditure sides for borrowing; this is the rules and regulations.

3. [17-00058](#) Financial Perspective - Funding Availability/Capacity

Attachments: [Financial Perspective - 2018 - 2022 CIP](#)
[Charter Ordinance - Bonding](#)

Ms. Steeno explained this is an overview financial perspective as to where we are at with the streets program, how it works the other utilities, how it has worked in the past and the plans for the future. The needs are not going down but they are increasing. This is an informal item. Ms. Steeno stated the Charter Ordinance relative to bonding \$2.75 million is very specific as to streets and it doesn't address sidewalks, streetscapes, etc.

4. [17-00059](#) 2018 Plan Details - Determine Prioritization

- A. Review Streets Program in Detail (Including Related Infrastructure)
 - i. Funding Capacity Authorized Compared to Project Requests
 - ii. Department Recommendation
- B. Review Park Improvement Requests in Detail
 - i. Department Recommendation

Attachments: [Capital Improvement Construction 2017-2026 - 06-09-2017](#)
[2018 Street Projects with Utilities](#)
[Project Evaluation and Criteria Scoring Sheet - Streets and Related Infrastructure Program](#)
[2018 CIP as of 6-9-17 with Exhibits](#)

Ms. Steeno explained that the Engineering Department has put together an overview of the streets and related infrastructure and a document of the streets as a total project which includes all encompassing costs, for example: the relaying the mains, sewer, streetscaping, etc. In the future the report will include the total costs for all proposed street projects and at the August 30th Capital Improvement Committee meeting if speaking of dropping a project they'll be able to see the costs attached to each project.

Mr. Daniels spoke in regard to the S. 124 Street Cleveland Avenue to Oklahoma Avenue project keeping it a rural cross section, but will have shoulders for bikes and

walking making the road 10 feet total wider, stormwater issues that will have to be addressed with MMSD. Mr. Stibal would like to see enhancements that are fiscally responsibility to the 124th Street area.

Mr. Daniels spoke about the W. National Avenue project streetscaping to be major, street improvements to be worked on for three years; and he spoke about the Cross Town Connector Bridge. Mr. Daniels spoke about the streets and having to rebuild the City due to the age. Mr. Daniels commented on the declining of staffing in the Engineering Department and the amount of engineering projects. Mr. Burtch spoke about a study comparing in-house staff versus hiring consultants and the result was in-house staff was far more efficient. The Committee spoke about cooperation of Engineering Departments when crossing into shared roadways. Mr. Daniels said currently they have seventeen consulting firms working on engineering projects for the City and each is specialized. Mr. Stibal addressed about the 15% of the Engineering cost being included in the Capital Improvement costs or the Operational budget.

Mr. Daniels explained the Project Evaluation and Criteria Score Sheet - Streets and Related Infrastructure Program which he stated that this is part of the Strategic Plan - Develop a Sustainable Approval Plan. Discussion ensued within the Committee about the scoring and the importance of the drinking water and street projects. Mr. Daniels stated that the city gets points for longer streets and higher volume so the city gets approximately \$4 million every couple of years.

Ms. Steeno commented on the increase in the street plan from 2017 to 2018 is about 1.1 million; and the streetscape is important, but the 1.25 million for the streetscaping is increasing the street program without streets benefitting. Discussion ensued within the committee about the types of streetscaping and the outcome that it desired to meet the Strategic goals.

Ms. Steeno recommended not borrowing for the Special Assessment Clerk position but rather pay for it through the operating budget.

The Committee commented on the inconsistencies in the look of the Welcome signs of the City. Mayor Devine said that uniformity might come in with the branding of the City.

5. [17-00060](#)

Next Meeting (In July, if Feasible)

- A. Review Remaining 2018 Departmental Requests.
 - i. Review Property Improvement Requests
 - ii. Review Equipment/Vehicle Requests
 - iii. Follow-Ups, As Needed

- B. Set Priorities Based on Funding Availability

The next meeting date of August 2, 2017 and a tentative date of August 30, 2017 for another meeting were decided upon by Committee.

6. [17-00061](#) FUTURE DISCUSSION - Future Borrowing Amounts to be considered for 2018 and Beyond.
- A. Streets & Related Purpose
 - B. Alternative Funding Options
 - C. Ordinance Change Needed?

E. ADJOURNMENT

The meeting adjourned at approximately 7:11 p.m.

*Janel Lemanske
Secretary to the Committee*