

Minutes
FINANCE COMMITTEE
Tuesday, March 11, 2014
City Hall, Room 207

Immediately following Personnel which begins at 5:30 p.m.

MEMBERS: Alders Amy Kocha, Tom De Wane, Andy Nicholson, and Tom Sladek

OTHERS PRESENT: Ald. Joe Moore, Ald. Tim De Wane, Ald. Mark Steuer, Mayor Jim Schmitt, Jeff Mirkes, Craig Bonter, Dawn Foeller, Diana Ellenbecker, City Atty. Tony Wachewicz, Steve Grenier, David Litton, and others.

1. Roll Call.
2. Approval of the Agenda.

A motion to approve the agenda made by Ald. Andy Nicholas seconded by Ald. Amy Kocha, and carried to approve.

3. Approval of the minutes of the Finance Committee meeting of February, 11 2014.

A motion to approve made by Ald. Amy Kocha seconded by Ald. Tom Sladek, and carried to approve.

4. Request by Thomas DeWane to bring forward the Clarion Project to find out why we still own property.

Atty. Tony Wachewicz addressed the committee on the background on where this project stands and answer any questions. The city originally bought the Clarion in March 2013 to solidify us to build the KICC expansion. The original plan was to place the expansion on top of the Clarion meeting space, however, the final design plan called for taking down the old meeting space, adding to the complexity of air rights and easements for the entire project. All of the easements and air rights across the entire building space were not finalized until the beginning of December. Upon their finalization, we then could present to American Hospitality Management group (AHM) what they would actually be purchasing from the City.

Atty Wachewicz has been working with AHM attorneys and the management team to work through the details of the purchase agreement, easements, the purchase of Coaches Corner and the KI Convention center building schedule. This transaction is extremely complicated and there are a lot of moving parts. The final step in this process is completing a certified survey and an environmental analysis of the property. The certified survey will detail out what real estate and easements AHM will be purchasing from the City and what the City will be selling. We are targeting a date a closing date in 60 days.

Craig Bonter, a representative of AHM, was present and spoke to the committee to reaffirm them of AHM's 100% commitment to the project. He said the KICC expansion plans have changed considerable with tear down of the hotel's meeting space and they are working through all of the logistics as Atty. Wachewicz had mentioned in his remarks.

Ald. Tom DeWane asked Mr. Bonter if they are unsure what they are getting, because city knows what they are giving.

Mr. Bonter stated they have a general idea, however, everything needs to be documented.

Ald. Tom DeWane stated that takes five, six months, seven months, eight months.

Atty. Tony Wachewicz stated that the starting point was really late December once all of the easements for the building placement, the foundations and the footings had been completed. As stated earlier, this is a very complicated project and the City wants to make sure everything is in place and documents recorded to retain the correct rights to the site.

Ald. Tom DeWane asked how long it will take to finalize the sale of the property to AHM.

Atty. Tom Wachewicz they are shooting for a target closing date in 60 days.

Ald. Tom Sladek asked as long as the city owns it, is the city covering the taxes?

Atty. Tom Wachewicz responded that at this point it is non-taxable.

Ald. Tom Sladek asked how the property is performing from a profitability stand point. AHM is the city's manager for the property, and Mr. Bonter stated that last weekend was a good one for them, however, typically this time of year tends to be slower.

A motion to receive and place on file the report of the Clarion made by Ald. Tom Sladek, seconded by Ald. Andy Nicholson, and carried to approve.

5. Report of the Claims Committee.

The Committee may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Committee may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

A motion to approve made by Ald. Amy Kocha, and seconded by Ald. Tom Sladek, and carried to approve.

6. Discussion and possible action on City participation on in Meyer Theater expansion.

Mayor Jim Schmitt stated he wanted to talk to the Finance Committee and the City Council about the expanded Meyer Theatre and handed out a package and displayed design boards for the committee.

Mayor Schmitt reviewed the City's past contribution to the Meyer Theater which was a commitment of \$500,000 made in 2000 and paid over 5 years. Of the total committed amount, \$200,000 came from the general tax levy with the other \$300,000 be paid from TIF revenue.

What is being proposed with this \$3.5M expansion is taking the building out to the corner of Walnut and Washington Street. The Meyer board had several renditions of the project in differing price points. The Mayor favors the one that adds life to that corner and really draws a person's attention to the new theater's entrance. He pointed out that the City only has one opportunity to do this right and is asking the committee consider \$500,000 to help with the capital campaign, making \$100,000 payments over 5 years.

This project is located within a TIF which would be the source of funding for this ask. Mayor Schmitt asked Finance Director Foeller for details of this TIF and Director Foeller stated the approximate ending balance for 2013 in TIF 5 is just over \$700,000, it will dip a little in 2014 to \$400,000 and begin to increase over the next several years.

Ald. Tom DeWane asked with whom and when was the initial discussion about this project. The Mayor responded that the Meyer board approached the Mayor about a month ago and introduced the idea of the capital campaign.

Ald. Tom DeWane asked if we are going to support this project why would you do \$100,000 a year, an put this decision on the next council and the council after that instead of paying the entire \$500,00 all at once.

Mayor Schmitt stated it worked with the TIF's cash flow and matches the annual increment with that cash flow plan.

Ald. Tom Sladek asked what is the full cost of the project, \$3 million?

Meyer Theatre member, Jeff Mirkes, stated that the Meyer Theater estimated it would take \$3M to completely develop the corner. The new space would include a smaller theater space, banquet and catering kitchen area and office space.

Ald. Tom Sladek stated that he will really like to see this happen with the Dermond Property, LLC going up on that corner, this is going to be a signature corner and compared to the other pictures with the deck, railing, and open patio and doing the whole thing would really benefit the city and that corner. Having said that, Ald. Sladek felt \$500,000 was too high setting the City's contribution at 17% of the project for a building that would not be generating increment due to its not-for profit status. He would look at something half that range, or \$250,000, if that could be worked out.

Mayor Schmitt stated that some tax base would be generated with the office space located on the second floor but would not be significant. He believes the value of this project will enhance those properties within the district such as Dermond's retail space.

Mayor Schmitt stated that he has talked to people involved with the capital campaign and they feel the city should participate to the 2000 level of \$500,000.

Meyer Theater board member, Jeff Mirkes, stated the entire project is \$3.5M. The corner expansion will cost \$3M and another \$500,000 would be invested for care and maintenance in the existing building which is 84 years old and has some repair needs. This property all works together.

Mr. Mirkes stated that with this expansion, the Theater is building a revenue stream with activities planned such as the rental of the new office space, dinner theaters, and corporate events. He believes this building is an economic catalyst and recalls when St. Brendan's decided to open in Green Bay Market, the Meyer Theater was one of the key catalysts for their project. Mr. Mirkes recently discussed the expansion with an entrepreneur who was looking at property nearby and who had seen the Ovations newsletter announcing the capital campaign. This expansion may help influence his investment in the property.

The Meyer Theatre hosts 170 events per year, bringing in 70,000 plus people downtown that not only come to the theater and events downtown but enjoy the restaurants and retailers too.

Ald. Tom Sladek stated that he is in support of public/private partnership and completely agrees that the Meyer Theater has been wonderful addition to downtown, however, simply thinking that what the City did some 14 years ago should anchor us into a similar contribution toward this project is not a strong enough rationale. He would support contributing up to \$250,000 to this project.

Ald. Joe Moore asked if the build-out of the second floor office space included tenant improvements if not, an idea could be \$250,000 plus and additional amount for tenant improvements could also be an option.

Ald. Amy Kocha stated that this project brings a lot of benefits to the community with bringing more business and life to the downtown area. This would be an investment in our downtown for the taxpayers that the TIF can afford. She is in support of \$500,000 over a 5 year period as the Mayor proposed.

A motion to approve \$100,000 TIF contribution over 5 years made by Ald. Amy Kocha, seconded for discussion made by Ald. Tom DeWane.

Ald. Tom DeWane asked Finance Director Dawn Foeller what would be the benefit to do the loan all at once.

Finance Director Dawn Foeller responded that by spreading the payments over 5 years would allow the TIF to pay for the contribution through the increment it receives each year. If we paid the entire \$500,000 upfront, she had concerns that it would put the TIF into a negative cash position.

Ald. Tom DeWane asked Mr. Mirkes what would be the impact of paying the \$500,000 over 5 years.

Jeff Mirkes stated that \$100,000 for 5 years would be very acceptable and very pleasing to the board. The Meyer Theater board members along with campaign chair, Bob Atwell from Nicolet National Bank, will be meeting with local foundations, corporations and key donors over the next 60 to 90 days and the City's commitment to this project would be a huge motivator for this project.

Ald. Tom Sladek responded that he is agreement with private/public and non-profit partnerships, with one of them being the benefits not-for-profits reap each year from not being taxed at the tax payer's expense. In this case, he cannot see supporting a level of contribution for a project that is not going to be adding to our tax rolls at the same level we are supporting for profit business which will add to our tax base. He would advocate for \$250M but does not support the \$500M.

Additional discussion ensued about the project and its impact on the downtown area.

Ald. Tom DeWane asked if the Meyer Theatre owns this corner and Mr. Mirkes said the Meyer Theater does own the corner.

The motion on the floor was to approve \$500,000 with annual \$100,000 payments over a 5 year period. Motion failed 2:2. Ald. Amy Kocha and Ald. Tom DeWane voted aye, Ald. Andy Nicholson and Ald. Tom Sladek voted nay.

A motion to approve a \$250,000 contribution to the renovation of the Meyer Theatre made by Ald. Sladek seconded for discussion by Tom DeWane.

A suggestion by Ald. Joe Moore for \$250,000 and with an additional \$100,000 for tenant improvements which would place the City's contribution at 10% of the project, similar to the City's 2000 commitment of \$500,000 on the proposed \$5M project. Ald. Moore liked the idea of having TIF money specifically set aside for the tenant improvements which may help attract a tenant knowing that money is there to complete the space.

Tom Sladek stated the expansion would be \$3M to build out to the corner and would consider \$250,000 contribution and \$50,000 to the build out.

A motion to amend \$250,000 contribution over 5 years with \$50,000 contribution for the build out was made by Ald. Sladek, seconded by Ald. DeWane and failed on a split vote with Ald. Sladek and Ald. Nicholson voting aye, and Ald Kocha and DeWane voting nay.

This item is being forwarded on to the Common Council with no recommendation.

7. Request by the Finance Director to review 2013 year end results of the general fund, approve the request for carryover funds and to transfer \$431,710 to the sick pay escrow fund to cover costs of retirements in 2013.

Finance Director Dawn Foeller called the attention of the committee to the information provided in the finance packet. The City's unaudited financials indicate operations finished the year with revenues exceeding liabilities by just over \$1M, however, as indicated in quarterly updates, payments made for sick pay escrow retirements exceeded its budget by \$431,710.

Ald. Tom Sladek asked about the amount of carryover, it appears that the police had requested \$15,000, however, \$30,000 was the amount to the right of that value. Finance Director stated the amount should have been \$15,000 for a total of \$232,500 of carry requests being made including \$15,000 for Police HVAC, \$210,000 for DPW Materials – Salt account and \$7,500 for Park and Rec's cricket field placement.

A motion to approve made by Ald. Tom Sladek the request of the finance director to receive and place on file the unaudited report of the Finance Director of 2013 general fund year end results, approve the request for carryover funds of \$232,500, approve the request to transfer \$431,710 to the sick pay escrow fund to cover costs of retirements of 2013 seconded by Ald. Amy Kocha, and carried to approve.

Finance Director Dawn Foeller stated that there is one more housekeeping item that she would like the committee to consider which is the request to authorize the finance director to use contingency to cover those departments budgets who were over budget for the year so that we are in compliance with the City's ordinance.

A motion to reconsider the previous motion by Ald. Tom DeWane, seconded by Ald. Kocha, and carried to approval..

A revised motion was made by Ald Sladek to include the authorization of the finance director to use contingency to cover those departments budget that were over budget for the year and seconded by Ald. Kocha and carried to approval.

8. A motion to approve the request by the Mayor to borrow \$7,485,000 plus an additional \$45,000 for the computer assisted mass appraisal data conversion (CAMA), for a total 2014 capital improvement borrowing of \$7,530,000.

Finance Director Dawn Foeller had requested \$120,000 for the computer assisted mass appraisal for the Assessor's office. An additional quote came in that morning for \$45,000 from our current vendor to convert on current data to the new system be proposed. This would bring the total request for the CAMA project not to exceed \$165,000. This project hasn't been finalized yet so these are the best estimated values we have right now. Director Foeller will send out details for this project tomorrow. The award should be ready for the committees approve at the next finance committee meeting.

Ald. Tom Sladek asked Director Foeller if the borrowing request before us today follows the City's borrowing policy. Director Foeller stated she spoke each department and the projects included in this request meets the City's borrowing policy.

A motion to approve made by Ald. Amy Kocha seconded by Ald. Tom Sladek, and carried to approve.

9. Report by the Finance Director

The finance director did not have anything to report under the director's report.

A motion to receive and place on file the report of the Finance Director by Ald. Kocha, seconded by Ald. Nicholson and carried to approval.

2014 Contingency Fund
\$110,000

- 1) **THIS MEETING IS AUDIO TAPED:** THE AUDIO OF THIS MEETING & MINUTES ARE AVAILABLE ON LINE AT WWW.CI.GREEN-BAY.WI.US.
- 2). **ACCESSIBILITY:** Any person wishing to attend who, because of a disability, requires special accommodation should contact the City Safety Manager at 448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3). **QUORUM:** Please take notice that it is possible that additional members of the Council may attend this committee meeting resulting in a majority or quorum of the Common Council. This may constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4). **REPRESENTATION:** The party requesting the communication, or their representative, should be present at this meeting.

FOR THE FINANCE COMMITTEE OF
MARCH 11, 2014

2013 Expenditures by Department



Department	2013 Revised Budget	2013 Year to Date	Favorable (Unfavorable)	Prior Quarter Value	Difference from Prior Quarter	Comments
City Council	193,430.00	186,767.45	6,662.55	183,298.87	3,468.58	
Mayor	257,960.00	285,247.51	(27,287.51)	275,799.27	9,448.24	Vac PO for retiree, Fam vs Sin H&D Insurance
Police & Fire Comm	40,590.00	39,047.98	1,542.02	38,963.79	84.19	
Finance	704,670.00	694,876.13	9,793.87	688,904.16	5,971.97	
Printing	218,830.00	224,100.74	(5,270.74)	215,272.67	8,828.07	Additional work done for external customers
Clerk / Treasurer	317,520.00	302,058.87	15,461.13	290,231.96	11,826.91	
Assessors	534,220.00	528,084.45	6,135.55	528,862.81	(778.36)	
Purchasing	243,150.43	214,970.18	28,180.25	213,301.30	1,668.88	
Board of Review	2,680.00	415.54	2,264.46	415.54	-	
IT	855,455.54	825,495.25	29,960.29	827,823.00	(2,327.75)	
Elections	101,850.00	72,258.90	29,591.10	69,127.24	3,131.66	
Law	460,210.00	451,365.75	8,844.25	446,519.74	4,846.01	
Municipal Court	501,610.00	505,241.78	(3,631.78)	499,317.97	5,923.81	Board of Prisoners
Human Resources	978,520.00	934,993.18	43,526.82	936,593.26	(1,600.08)	
Econ. Development	322,550.00	297,348.35	25,201.65	315,358.86	(18,010.51)	
Police	24,209,245.25	24,693,016.60	(483,771.35)	24,413,790.30	279,226.30	Transfer \$270K approved by FC/CC
Humane Officer	210,000.00	211,360.77	(1,360.77)	215,322.97	(3,962.20)	New animal maintenance contract
Fire	21,045,573.64	20,762,458.78	283,114.86	20,630,666.04	131,792.74	
DPW Engineering	1,123,240.00	889,884.00	233,356.00	965,014.00	(75,130.00)	
DPW Operations	13,449,235.28	12,416,949.61	1,032,285.67	12,801,971.78	(385,022.17)	
DPW Traffic	3,487,400.36	3,289,212.21	198,188.15	3,361,645.32	(72,433.11)	
Park, Rec & Forestry	7,868,198.30	7,702,828.29	165,370.01	7,755,255.25	(52,426.96)	
Planning	637,230.00	648,145.13	(10,915.13)	635,377.06	12,768.08	
Inspections	1,501,870.00	1,453,631.77	48,238.23	1,455,562.15	(1,930.38)	
Misc Expense	(667,900.00)	(349,246.85)	(318,653.15)	(377,660.25)	28,413.40	
	78,597,338.80	77,280,512.37	1,316,826.43	77,386,735.06	(106,222.68)	

2013 Revenues by Department



Department	2013 Revised	2013 Actuals	Variance	Prior Month	Difference	Comments
	Revenue Budget		from Plan	Value	from prior month	
Admin Svs (Finance)	66,331,340.00	66,232,077.87	(99,262.13)	66,301,340.01	(69,262.14)	PILOT agreement with Oneida Tribe and Interest Rev
Law	10,000.00	-	(10,000.00)	-	-	
Municipal Court	1,384,251.92	1,167,124.47	(217,127.45)	1,235,577.21	(68,452.74)	
Human Resources	111,480.00	97,826.70	(13,653.30)	111,480.00	(13,653.30)	
Econ. Development	423,320.00	309,515.94	(113,804.06)	323,319.94	(13,804.00)	Land Sales
Police	2,349,733.33	2,769,201.9	419,468.54	2,398,326.44	370,875.43	School Resource Officer and CSI Reimbursement
Fire	4,212,173.64	4,299,846.64	87,673.00	4,299,168.45	678.19	
Dept of Public Works	1,909,670.00	1,879,048.20	(30,621.80)	1,929,669.48	(50,621.28)	
Park, Rec & Forestry	709,454.00	691,790.30	(17,663.70)	636,311.99	55,478.31	
Planning	919,090.00	858,020.40	(61,069.60)	826,329.26	31,691.14	Building permits are down slightly
Misc Expense	250.00	500.00	250.00	500.00	-	
	78,360,762.89	78,304,952.39	(55,810.50)	78,153,116.37	242,929.61	

Request for Carryover



City of Green Bay
 2013 for 2014 Budget Carryover Requests
 As of March 7, 2014

<u>Account Number</u>	<u>Account Title</u>	<u>Description</u>	<u>Requested Amount</u>
<u>Police</u>			
	Building Maintenance	HVAC unit in garage	15,000.00
<u>Public Works</u>			
	Materials	Salt	210,000.00
<u>Park, Recreation & Forestry</u>			
	Park	Cricket Field that was budgeted in 2013, however, a determination for the location had not been decided in 2013	7,500.00
			7,500.00
		Grand Total 2013 for 2014 Budget Carryover Requests	232,500.00

1d.

SUMMARY



Summary through Quarter 4, 2013	
2013 Unaudited Revenues from General Operations	78,304,952.39
2013 Unaudited Actual Expenditures from General Operations	77,280,512.37
Net Difference of Revenues greater than expenses for operations	1,024,440.02
2013 Revenues Sick Pay Escrow	700,000.00
2013 Actual Sick Pay Escrow	1,131,705.96
Unfavorable Variance on Sick Pay Expenditures	(431,705.96)
Subtotal	592,734.06
Request for 2013 carry over to be used in 2014	(232,500.00)
Use of applied surplus in the 2014 budget	(300,000.00)
	60,234.06

**2014 Borrowing Request
Mayor Jim Schmitt**

	<u>Mayor's Recommendation</u>	
<u>BONDING REQUESTS</u>		
<u>Fire</u>		
Station 2 Roof - This value will change. Dave to get me a revised value	370,000	
	<hr/>	370,000
<u>DPW</u>		
Pavement	\$ 3,350,000	
Parking Ramp Repairs	635,000	
DPW Garage Repairs & Equipment - Automatic garbage trucks	205,000	
TIF 13 Street Improvements	260,000	
	<hr/>	\$ 4,450,000
<u>Park, Recreation & Forestry</u>		
Buildings and Facility Improvement	630,000	
Walkways, trails and bridges	225,000	
	<hr/>	855,000
<u>Finance</u>		
CAMA Software (Assessor's software replacement - RFP)	165,000	
	<hr/>	165,000
<u>City Hall Maintenance</u>		
City Hall HVAC Upgrade, building and electrical work	45,000	
	<hr/>	45,000
TIF 13		
Baylake Bank Façade	500,000	
Main and Pine Street Ramp refacing	645,000	
	<hr/>	1,145,000
TIF 14		
DDL Holdings - Signed developer agreement for Titledown Brewery Expansion	500,000	
	<hr/>	500,000
<u>TOTAL REQUESTS:</u>		<u>\$ 7,530,000</u>
Total 2014 Borrowing Requests		\$ 7,530,000
Sanitary Water Supported Borrowing		\$ -
TIF Supported Borrowing		\$ 1,905,000
2014 Levy Supported Borrowing		<u>\$ 5,625,000</u>
<u>SOURCE OF FUNDS</u>		
Bonds	\$	-
NAN/BAN	\$	-
Notes	\$	-
	<hr/>	
Subtotal	\$	<u>-</u>

Note: We will pay off \$13.0M in 2014 in principal.

Dawn Foeller

From: David Litton
Sent: Tuesday, March 04, 2014 1:53 PM
To: Dawn Foeller
Subject: RE: Fire Station No 2: Reroofing proposal

\$368,820 for the built up roof option.

dave

From: Dawn Foeller
Sent: Tuesday, March 04, 2014 12:08 PM
To: David Litton
Subject: RE: Fire Station No 2: Reroofing proposal

There are a lot of different values in the string of emails. – what is the new request?

From: David Litton
Sent: Tuesday, March 04, 2014 9:13 AM
To: Dawn Foeller
Subject: FW: Fire Station No 2: Reroofing proposal

Good Morning Dawn

This is the estimate that we got for the roof project at Station #2. The original guess for this was much less so can we amend the bonding request?

Dave

From: Michael Nieft
Sent: Tuesday, March 04, 2014 8:18 AM
To: David Litton
Subject: FW: Fire Station No 2: Reroofing proposal

So much for ball parking this. The living quarters is the most crucial but like I told you the study called for total replacement this year. Can we adjust our request and if so by how much?

Assistant Chief Mike Nieft
920-448-3279
michaelni@greenbaywi.gov

From: Jon Mueller
Sent: Monday, March 03, 2014 6:01 PM
To: Michael Nieft
Subject: Fire Station No 2: Reroofing proposal

Mike,

I asked Steve Srubas with Berners Schober to prepare the budget estimate (see below)for you and had him divide out the two spaces (Apparatus and Living). We should be able to obtain a 15 to 20 year warranty for the EPDM roof, while generally the new cold-applied built-up-roof systems can obtain a 30 year warranty.

These days, it seems that most building owners are sticking with the EPDM roof membranes.

Cost estimates include complete tear off, re-insulating and roof membrane application. Steve has also included an estimate of AE fees.

Hope this helps and by all means call with any questions,
Jon

From: Steve Srubas [<mailto:SSrubas@bsagb.com>]
Sent: Monday, March 03, 2014 4:57 PM
To: Jon Mueller
Cc: Ian Griffiths
Subject: :Fire Station No 2: Reroofing proposal

Jon,

Looking at Fire Station no 2 -

With a few exceptions - we have been doing fully-adhered 60 mil EPDM membranes on your buildings for the last few years.

I have included two separate prices - the first for an EPDM, the second for a cold-applied built-up-roof (i.e. Cold-Applied BUR). We are very familiar with both systems, and the A/E fees are the same, either way. There are benefits to both types of roofing, and we can discuss those further if you'd like. Just let me know. Please note, a total estimated cost would simply be the combined numbers. it is not really large enough that I would feel comfortable taking off the 'small project multiplier'.

Summary (see below for cost break down):

"Apparatus Room":*

EPDM: \$118,400.00
Cold-Applied BUR: \$163,920.00

"Living Quarters":*

EPDM: \$148,400.00
Cold-Applied BUR: \$204,900.00

*costs include A/E estimated hourly fees for standard contracted services, a 1.25 small-project multiplier, and 5% construction contingency

Cost Break Down as follows:

Apparatus Room:

Trim 180 linear feet
Area 3610sf
Equipment rails
Excessive penetrations

Living Quarters:

Trim 280 linear feet
Area 4500sf

30

(4) large skylights
Minimal penetrations

Estimated material costs:

\$3.50 /sf for insulation and protection board
\$20.00/sf for a 60 mil, fully adhered EPDM roofing
\$29.50/sf for cold-applied built-up roofing
\$18.00/lf of trim

EPDM Pricing (Apparatus Room):

Membrane and Insulation: $3610\text{sf} \times 23.50/\text{sf} = \$85,000$
Metal Trim and Flashing: $180' \times 18/\text{lf} = \3240
Subtotal: \$88,240

Small Project multiplier: 1.25

Subtotal: \$110,400

Contingency: 5% for \$5000

Construction Total: \$116,400

EPDM Pricing (Living Quarters):

Membrane and Insulation: $4500\text{sf} \times 23.50/\text{sf} = \$106,000$
Metal Trim and Flashing: $280' \times 18/\text{lf} = \5000
Subtotal: \$111,000

Small Project multiplier: 1.25

Subtotal: \$139,000

Contingency: 5% for \$7000

Construction Total: \$146,000

Alternate

Cold-Applied BUR Pricing (Apparatus Room):

Roofing and Insulation: $3610\text{sf} \times 33.00/\text{sf} = \$120,000$
Metal Trim and Flashing: $180' \times 18/\text{lf} = \3240
Subtotal: \$123,240

Small Project multiplier: 1.25

Subtotal: \$154,050

Contingency: 5% for \$8000

Construction Total: \$162,000

Cold-Applied BUR Pricing (Living Quarters):

Membrane and Insulation: $4500\text{sf} \times 33.00/\text{sf} = \$149,000$
Metal Trim and Flashing: $280' \times 18/\text{lf} = \5000
Subtotal: \$154,000

Small Project multiplier: 1.25

Subtotal: \$192,500

Contingency: 5% for \$10000

30

Construction Total: \$202500

A/E Fees -

Referenced the last few city re-roofing jobs -- we're averaging one hour per 150sf of roof.

Apparatus Room: 24 hours

Subtotal: \$1920.00

Living Quarters: 30 hours

Subtotal: \$2400.00

A/E Fee estimated total \$4320.00 (based on our contracted 2014 per-hour billing average)

Let me know if this is what you were looking for and if you'd like us to get going on site verification, drawings, etc.

Kind regards,

Steve Srubas

Project Coordinator

BERNERS-SCHOBER

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See our portfolio at www.berners-schober.com

-----Original Message-----

From: Jon Mueller [<mailto:JonMu@greenbaywi.gov>]

Sent: Friday, February 28, 2014 5:31 PM

Steve,

Sometime soon could you throw me a budget number to reroof Fire St. #2. It currently has many leaks. Built up 3 or 4 ply with 3.5 inches insulation. Many roof penetrations including skylights, roof hatches, and new mechanical equipment I believe were install recently.

Station #2 was constructed in 1965 so I believe the roof to be an original built-up roof. These are good roof systems and can last up to about 50 years with adequate maintenance, but today, they tend to be very costly. As you mentioned, we have cut some penetrations through the roof and there are numerous other roof penetrations that lead to potential leaks with time.

There is about 3600 sq. ft. of roof over the apparatus room and 4500 Sq. Ft. of roof over the remainder living space. One option may be to split the reroofing work into two separate projects if the apparatus room actually doesn't leak too badly.

More than likely the entire roof needs to be totally removed and replaced with vapor barrier, insulation and membrane.

The Fire Chief is looking for a budget number to ask so include services and contingency. Also approximately if half were done this year and half next year.

Thanks,
Jon



**DEPARTMENT OF PUBLIC WORKS
2014 CAPITAL IMPROVEMENTS PROGRAM**

DRAFT
February 26, 2014

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**DEPARTMENT OF PUBLIC WORKS
2014 CAPITAL IMPROVEMENTS PROGRAM**
Draft 2/24/14

STREET	FROM	TO	LENGTH	PAVEMENTS		RIGHT OF-WAY COST	STORM SEWER		SANITARY SEWER	
				TOTAL COST	CITY COST		TOTAL COST	CITY COST	TOTAL COST	CITY COST
<u>NEW SUBDIVISIONS-EAST SIDE</u>										
LARGO RIDGE DRIVE & CT	LAKE LARGO DRIVE	CUL-DE-SAC E/O BRANIGAN WAY	1,340	411,000	0	0	310,000	0	240,000	0
BRANIGAN WAY	LARGO RIDGE DRIVE	CUL-DE-SAC TO 375' SOUTH	315							
KRISTY LEE COURT	SITKA STREET	CUL-DE-SAC 400' SOUTH		117,000	0	0	49,000	0	51,000	0
<u>NEW SUBDIVISIONS-WEST SIDE</u>										
NO PROJECTS										
<hr/>										
NEW SUBDIVISIONS TOTAL: 1,655 528,000 0 0 359,000 0 291,000 0										
0.31 Miles										

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DEPARTMENT OF PUBLIC WORKS
2014 CAPITAL IMPROVEMENTS PROGRAM
Draft 2/24/14

STREET	FROM	TO	PAVEMENTS		RIGHT OF-WAY COST	STORM SEWER		SANITARY SEWER	
			LENGTH	TOTAL COST		TOTAL COST	CITY COST	TOTAL COST	CITY COST
<u>OTHER STREETS - WEST SIDE</u>									
* ATKINSON DRIVE	HURLBUT STREET	NORTH TERMINI	1,178	150,000	0	0	0	0	0
MAPLE AVENUE	WALNUT STREET	HOWARD STREET	452	88,000	0	91,000	91,000	98,000	98,000
MARSHALL AVENUE	MATHER STREET	DESNOYERS STREET	1,148	238,000	0	175,000	175,000	180,000	180,000
OAKLAND AVENUE	SHAWANO AVENUE	HOWARD STREET	520	90,000	0	75,000	75,000	168,000	168,000

OTHER STREETS - EAST SIDE

* PROJECT CARRIED OVER FROM PREVIOUS YEAR

LOCAL STREETS TOTAL:	3,288	546,000	464,500	0	341,000	341,000	446,000	446,000
	0.62 Miles							
2014 CIP SUBTOTAL:	4,953	1,074,000	464,500	0	700,000	341,000	737,000	446,000
	0.94 Miles							

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DEPARTMENT OF PUBLIC WORKS
2014 CAPITAL IMPROVEMENTS PROGRAM
Draft 2/24/14

STREET	FROM	TO	LENGTH	PAVEMENTS			RIGHT OF-WAY COST	STORM SEWER		SANITARY SEWER	
				TOTAL COST	CITY COST	TOTAL COST		TOTAL COST	CITY COST	TOTAL COST	CITY COST
NHS ROUTES - EAST SIDE											
MONROE AVENUE (RECONSTRUCT)	CASS STREET	EAST RIVER	5,211	5,170,000	605,000	0	175,000	175,000	34,000	34,000	34,000
AND SIDE STREETS: (CASS, CHICAGO, CROOKS, STUART, HOWE, DOTY, WALNUT, CHERRY STREETS, BODART WAY)											
NHS ROUTES - WEST SIDE											
STP ROUTES - EAST SIDE											
STP ROUTES - WEST SIDE											
ONEIDA STREET - DESIGN/CONSTRUCTION	LOMBARDI	STADIUM DRIVE	1,215	900,000	450,000						
MATHER STREET - DESIGN	VROMAN STREET	GRAY STREET	2,000	75,000	75,000						
GRAY STREET - DESIGN	REED STREET	VELP AVE	4,520	200,000	200,000						
STP - NHS TOTAL: 12,946 6,345,000 1,330,000 0 175,000 175,000 34,000 34,000											
2014 CIP SUBTOTAL: 17,899 7,419,000 1,794,500 0 875,000 516,000 771,000 480,000											
2.45 Miles											
3.39 Miles											

Handwritten initials

DEPARTMENT OF PUBLIC WORKS
2014 CAPITAL IMPROVEMENTS PROGRAM
Draft 2/24/14

STREET	FROM	TO	LENGTH	PAVEMENTS			RIGHT OF-WAY COST	STORM SEWER		SANITARY SEWER	
				TOTAL COST	CITY COST	CITY COST		TOTAL COST	CITY COST	TOTAL COST	CITY COST
OTHER PROJECTS											
*TRAFFIC SIGNAL REPAIRS	MAIN STREET AT AUTO PLAZA			130,000	130,000						
*METRO BOAT LAUNCH	MAIN STREET AT MANITOWOC/GUNS			135,000	135,000						
				350,000	350,000						
PAVEMENT REPAIR AT RR CROSSINGS											
*HENRY STREET	300' N/O BASTEN			70,000	20,000						
*EARLIN AVENUE	ELIZABETH STREET			80,000	0						
*TAYLOR STREET	WESTERN AVENUE	SIDEWALK CROSSING		20,000	20,000						
*HUDSON ROAD	430' N/O WESTERN AVENUE	SIDEWALK CROSSING		10,000	0						
BRIDGE REPAIRS											
*ASHLAND AVENUE BRIDGE MAINTENANCE	EXPANSION JOINT REPLACEMENT			85,000	85,000						
*ATKINSON DRIVE OVER ON RAILWAY	DECK REPAIRS & OVERLAY (DESIGN SERVICES)			25,000	25,000						
*WEST MASON STREET	BEAVER DAM CREEK DECK REPAIRS			40,000	40,000						
*GENERAL BRIDGE MAINTENANCE	CITYWIDE			40,000	40,000						
*MAIN STREET, BAIRD STREET, MONROE AVENUE BRIDGE REPAIRS				60,000	60,000						
ANNUAL PROJECTS:											
ASPHALT RESURFACING - LOCAL STREETS				1,165,000	750,000						
PAVEMENT REPAIRS - RESURFACING PROGRAM				330,000	330,000						
CONCRETE PAVEMENT REPAIRS - CITYWIDE				60,000	60,000						
*DETECTABLE WARNING FIELD MAINTENANCE				480,000	480,000						
MUDJACKING				55,000	55,000						
SIDEWALKS - NEW/REPLACEMENT				30,000	30,000						
				263,000	98,000						
* PROJECT CARRIED OVER FROM PREVIOUS YEAR											
				3,428,000	2,708,000		0	0	0	0	0
OTHER PROJECTS TOTAL:				3,428,000	2,708,000		0	0	0	0	0
PAVEMENT SUBTOTAL:				10,847,000	4,502,500						
RIGHT-OF-WAY COST:				0	0						
TOTAL PAVEMENT COST:				17,899	10,847,000		0	875,000	516,000	771,000	480,000
				3.39 Miles	4,502,500						

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DEPARTMENT OF PUBLIC WORKS
2014 CAPITAL IMPROVEMENTS PROGRAM
Draft 2/24/14

STREET	FROM	TO	LENGTH	PAVEMENTS		RIGHT OF-WAY COST	STORM SEWER		SANITARY SEWER		
				TOTAL COST	CITY COST		TOTAL COST	CITY COST	TOTAL COST	CITY COST	
SEWER PROJECTS											
BASINS H, K, L, M, V, BB, FF, SS, UU, VV, and YY TELEVISION											
*MORaine LIFT STATION REHABILITATION											
QUINCY STREET LIFT STATION ROOF REPLACEMENT		400' E/O QUINCY									
RADISSON STREET											
100 N. WASHINGTON STREET											
DAY STREET STORM RECONSTRUCT WEBSTER AVENUE		CLAY STREET				60000			60000		
STORM WATER MANAGEMENT											
*MOSSY OAK STORM WATER FACILITY (LAND ACQUISITION AND CONSTRUCTION)							600,000		600,000		
*CHRISTA McAULIFF STORM WATER FACILITY (CONSTRUCTION)							500,000		500,000		
*OUTFALL REPAIR AND REHABILITATION							500,000		500,000		
ELIZABETH STREET		MAIN STREET					700,000		700,000		
ANNUAL PROJECTS:											
SEWER REPAIRS - CITYWIDE								200,000		100,000	
*TV INSPECTION OF SEWERS (2013)								45,000		36,000	
TV INSPECTION OF SEWERS (2014)								45,000		44,000	
SEWER REHABILITATION - RESURFACING PROGRAM								480,000		125,000	
MINI-STORM SEWERS - CITYWIDE								245,000		40,000	
ROOT TREATMENT - CITYWIDE								193,000		400,000	
CHRONIC SEWER REPAIRS - CITYWIDE											
PROJECT CARRIED OVER FROM PREVIOUS YEAR											
MISC. SEWER PROJECTS TOTAL:							3,568,000	3,568,000	1,460,000	1,460,000	
TOTAL SEWER COSTS:							4,443,000	4,084,000	2,231,000	1,940,000	

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DEPARTMENT OF PUBLIC WORKS
2014 CAPITAL IMPROVEMENTS PROGRAM

Draft 2/24/14

STREET	FROM	TO	PAVEMENTS		RIGHT OF-WAY COST	STORM SEWER		SANITARY SEWER	
			LENGTH	TOTAL COST		CITY COST	TOTAL COST	TOTAL COST	CITY COST
NORTHLAND AVENUE	ADAMS STREET	WASHINGTON STREET		210,000		35,000	15,000		15,000
				210,000		35,000	15,000		15,000
			TOTAL TIF #13	260,000					

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**DEPARTMENT OF PUBLIC WORKS
2014 CAPITAL IMPROVEMENTS PROGRAM**

Draft 2/24/14

TOTAL PAVEMENTS \$4,502,500
Fees & Contingencies 675,000
Subtotal: 5,177,500
Local Roads Improvement Program 109,000
2013 Funds Carried Over 1,717,000
State/County Reimbursements
2014 BOND ISSUE: \$3,351,500

TOTAL STORM SEWERS \$4,084,000
Fees & Contingencies 600,000
Subtotal: 4,684,000
2013 Funds Carried Over 2,684,000
Stormwater Utility Budget 2,000,000
Stormwater Fees 0
2014 BOND ISSUE: \$0

TOTAL SANITARY SEWERS \$1,940,000
Fees & Contingencies 295,000
Subtotal: 2,235,000
2013 Funds Carried Over 1,235,000
Sanitary Sewer District Budget 1,000,000
2014 BOND ISSUE: \$0

PARKING RAMP REPAIRS \$550,000
Fees & Contingencies 85,000
Subtotal: 635,000
2013 Funds Carried Over 0
2014 BOND ISSUE: \$635,000

DPW GARAGE REPAIRS & EQUIPMENT 100,000
*Building Evaluation Study 215,000
Automated garbage vehicle conv/acq 315,000
Subtotal: 110,000
2013 Funds Carried Over
2014 BOND ISSUE: \$205,000

PUBLIC WORKS BOND ISSUE SUMMARY

PAVEMENTS \$3,351,500
DPW GARAGE REPAIRS AND EQUIPMENT \$205,000
STORM SEWERS \$0
SANITARY SEWERS \$0
PARKING RAMP REPAIRS \$635,000
TIF #7 IMPROVEMENTS
TIF #13 IMPROVEMENTS \$260,000
TOTAL DPW BONDING REQUEST: \$4,451,500

TIF SUPPORTED BORROWING: \$260,000

STORMWATER UTILITY
SUPPORTED BORROWING: \$0

SANITARY SEWER DISTRICT
SUPPORTED BORROWING: \$0

LEVY SUPPORTED BORROWING: \$4,191,500

TOTAL: \$4,451,500

PREVIOUS DEPARTMENT OF PUBLIC WORKS BOND ISSUES		AMOUNT*
YEAR		
2013		\$3,764,000
2012		\$3,580,000
2011		\$3,390,000
2010		\$3,300,000
2009		\$6,060,000
2008		\$4,080,000
2007		\$3,425,000
2006		\$3,915,000
2005		\$8,000,000
2004		\$5,075,000
2003		\$6,385,000
2002		\$5,130,000
2001		\$5,190,000
2000		\$3,555,000
1999		\$4,215,000
1998		\$7,030,000
1997		\$5,580,000
1996		\$4,810,000
1995		\$4,345,000
1994		\$5,600,000
1993		\$5,850,000
1992		\$4,830,000
1991		\$4,090,000
1990		\$4,505,000
1989		\$2,970,000
1988		\$2,935,000
1987		\$3,950,000
1986		\$4,600,000
1985		\$4,760,000

*Note: Does not include
TIF supported borrowing

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GREEN BAY PARK, RECREATION AND FORESTRY DEPARTMENT

2014 CAPITAL IMPROVEMENTS PLAN

3/12/2014 PARK COMMITTEE FINANCE COMMITTEE CITY COUNCIL

PROJECTS	REQUESTED BONDING	OTHER FUNDING	TOTAL APPROVED BONDING	NOTES
PARK DEVELOPMENT				
Athletic Fields				
Athletic Field Renovations	\$100,000			Update athletic fields throughout the City.
Buildings and Shelters				
Door and Window Replacements	\$28,500			Various shelters.
Roof Replacement	\$20,000			Replace shingle roof with metal roof at Marquette Park.
Astor Park - New Shelter	\$300,000			Replace shelter.
Playgrounds				
Eighth Street Park	\$60,000			Replace playground and add security lighting.
Parking Lots & Roadways				
East River Optimist Park	\$90,000			Relocate cul-du-sac to make room for the proposed concession stand.
Walkways, Trails & Bridges				
East River Trail - Baird to Irwin	\$75,000			Matching funds for proposed 2014 trail construction grant application.
Pavement Replacement	\$100,000			Replace aging pavement throughout the Park System.
Special Facilities				
Triangle Hill Tow Rope Replacement	\$31,500			Replace rope, tubes and storage shed. Regrade tow rope hill.
Site Work				
Red Smith Hockey Lights	\$50,000			Material cost only. Park crews to install.
SUBTOTAL PARK PROJECTS	\$855,000			

CITY HALL				
Human Resources Testing Room	\$2,750			Construct a new testing room in the Human Resources office.
HVAC Upgrade	\$29,750			Replace software which controls the air handling unit.
Exterior Electrical Work	\$12,500			Upgrade the exterior electric on the west facade of the building.
SUBTOTAL CITY HALL PROJECTS	\$45,000			

REQUESTED GRAND TOTAL	\$900,000			
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March 12, 2014

MEMO

TO: Dawn Foeller, Finance Director

FROM: Russ Schwandt, City Assessor

RE: CAMA System Replacement

The City uses Computer Assisted Mass Appraisal (CAMA) software to support uniformity in our real estate property assessment activities throughout the year which drives our ability to produce annual property tax bills and required reporting to the Department of Revenue. The City has been using Tyler's CLT CAMA software since 2001 which runs on a separate IBM AS 400 server. Tyler no longer supports the City's version of this software.

In 2011, a consortium of Milwaukee area municipalities went through a RFP process to replace its CAMA software. In developing the City's requirements for this purchase, we leveraged the work those communities did along with our own requirements to formulate a RFP which was issued in January 2014. The City had four vendors respond and provided us with demonstrations of their product. Quotes ranged from \$165,000 - \$799,640. The City Assessor and Purchasing staff are in the process finalizing the details of this project and plan to bring this forward to the Finance Committee at its March 25, 2014 meeting.

The vendors have not been made aware of our decision yet, however, for the purposes of borrowing money for this important project, we will be recommending the low quote vendor (\$165,000) as they meet the City's business requirements and needs. This quote includes the software, contingency for hardware and the cost of conversion of the City's record to the new data base.