

## **CITY OF WAUWATOSA**

MEMORIAL CIVIC CENTER  
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### **BUDGET & FINANCE COMMITTEE MEETING**

Tuesday, February 8, 2005  
Committee Room #2

PRESENT: Aids. Bruderle-Baran, Casey, Grimm, Herzog, Jenkins, Maher, McCarthy,  
Stepaniak – 8

ALSO PRESENT: T. Wontorek, City Admin.; R. Braier, Finance Dir.; R. Harris, Planner; J. Wojcehowicz,  
Water Supt.

Ald. Bruderle-Baran as Chair called the meeting to order at 8:13 p.m.

#### **2005 Community Development Block Grant (CDBG) funding levels**

Mr. Harris said the Department of Housing & Urban Development (HUD) has recently announced 2005 funding levels for its Community Development Block Grant (CDBG) recipients. The anticipated amount for the City of Wauwatosa will be \$1,357,568. This is \$42,432 or 3% less than the projected \$1,400,000 in program allocations for 2005. He said that in light of this development, new funding levels need to be established. The CDBG committee recommended that any reduction in the city's grant amount should be equitably applied across the board for all 2005 projects.

Mr. Harris said he sent notices to all of the applicants, but he hasn't received any negative responses.

Ald. Jenkins said that a 3% reduction across the board sounds like a fair solution.

Moved by Ald. Jenkins, seconded by Ald. McCarthy to recommend approval  
of the 2005 CDBG funding levels – 8

#### **"City Watch" newsletter printing**

The committee reviewed five bid proposals for printing the "City Watch Neighborhood Watch Newsletter" for a two year contract period with one option to renew for an additional two year period upon mutual agreement. The low bidder, A to Z Printing, has previously been awarded this contract and is once again the low bidder. A to Z Printing is more familiar with the city's procedure for processing the newsletter in a timely fashion and they have delivered consistent quality with the same supplier over the past several years. The cost for printing the four issues of this newsletter is \$1,100 per issue or \$4,400 annually. The total cost for the two year contract is \$8,800. It was recommended that the contract be awarded to A to Z Printing.

Moved by Ald. Stepaniak, seconded by Ald. Casey to recommend approval  
of a two year contract for printing services with A to Z Printing at a cost of  
\$8,800 – 8

#### **Water main design contract administration and inspection services**

Mr. Wojcehowicz said that some of the water mains need to be replaced on Swan Blvd. in the area of Christ the King church and school. The church has requested that the work be done during the summer. The engineering department could not accommodate that specific time request. Usually the engineering department has performed all aspects of the water utility's water main replacement program from the design process through the

construction inspection and contractor payment approvals. Their workload has increased and includes the need to meet specific Milwaukee Metropolitan Sewerage District (MMSD) requirements this year pertaining to storm water. It is imperative that the utility seek another provider of engineering services to assist with the planning and construction associated with the water main replacement program. The first two low bids were submitted by firms that either presented unsuitable plans or were unable to understand the scope of the project. The engineering firm of Graef, Anhalt, Schloemer & Associates, Inc. identified the critical needs of the city as a whole and submitted the best overall proposal for the scope of the project. Their services for water main design and contract administration total a not-to-exceed fee of \$19,820. The water department 2005 budget includes engineering costs as part of the bonded capital expenditure project amount. There is no impact on the city tax role. He recommended awarding a professional services contract for water main replacement to Graef, Anhalt, Schloemer & Associates, Inc.

Moved by Ald. Maher, seconded by Ald. Herzog to recommend approval of the award of bid to Graef, Anhalt, Schloemer & Associates, Inc. for water main replacement design, contract administration and inspection services in an amount not to exceed \$19,820 --

Ald. Grimm expressed concern about the inability of the engineering department to do the work for this project. He was also concerned about having students do the inspections. Mr. Wojcehowicz said that contractors hired by the city are no longer sending students to do inspections.

Vote on the motion was Ayes: 8

**Vouchers**

<u>NAME</u>	<u>AMOUNT</u>	<u>FOR</u>
A. Schmidt	\$77.20	Health – 1/27-1/28/05 – Madison Orien.for New Public Health Prof. in WI
J. Griffin	\$35.34	Police – 1/18-1/19, 1/24-1/25/05 – MATC Instructor Development
B. Aldana	\$355.75	Atty. – 12/15/04 – Brookfield Seminar – CLE
J. Donovan	\$30.52	Police – 1/18-1/19, 1/24-1/25/05 – MATC Instructor Development
G. Gabash	\$33.91	Police – 1/18-1/19, 1/24-1/25/05 – MATC Instructor Development
A. Kesner	\$41.29	Atty. – 1/27/05 – Milwaukee Milw. Bar Assoc. – CLE Meeting & Lunch
M. Steffey	\$74.78	Health – 1/27/05 – Madison TRAIN Computer Training
J. Milorzky	\$79.12	Police – 1/24-1/28/05 – Volk Field Basic Drug Investigation School

<u>NAME</u>	<u>AMOUNT</u>	<u>FOR</u>
J. Karius	\$34.01	Police – 1/18-1/19, 1/24-1/25/05 – MATC Instructor Development
D. Etlicher	\$792.38	Engineering – 1/25-1/28/05 – Stevens Point Land Surveyor’s Annual Institute
J. Reit	\$258.70	Police – 1/14-1/17/05 – Fort Myers, FL Advanced Management Training
M. McDermott	\$67.06	Police – 1/24-1/28/05 – Volk Field Basic Drug Investigation School
Walbrant, Glander, Jamrozy Petropoulos, Jovanovich	\$625.00	Forestry – 1/30-2/1/05 – Green Bay WI Arborist Assoc. Winter Conference
Walbrant, Glander, Jamrozy Petropoulos, Jovanovich	\$356.00	Forestry – 1/30-2/1/05 – Green Bay WI Arborist Assoc. Winter Conference
P. Leist	\$49.15	Police – 1/24-1/27/05 – Wisconsin Rapids Annual Conference
W. Rice	\$90.00	Fire – 1/14, 2/11, 6/9, 8/11, 9/8, 10/13/04 – Milw. Cty. Officer’s Monthly Meeting
W. Mainus, W. Bayliss, J. Schwab F. Knapp, S. Presnal, D. Wheaton	\$870.00	Building – 1/31-2/3/05 – Milwaukee Required Continuing Education
G. Blando	\$110.00	Building – 2/2-2/3/05 – Milwaukee Recertification

Moved by Ald. McCarthy, seconded by Ald. Casey that the vouchers be allowed and paid – 8

The meeting adjourned at 8:27 p.m.

Carla A. Ledesma, City Clerk  
City of Wauwatosa

svh