

BUDGET & FINANCE COMMITTEE MEETING

Tuesday, January 31, 2006
Committee Room #2

PRESENT: Alds. Bruderle-Baran, Casey, Grimm, Herzog (8:16 p.m.), Jenkins, Maher (8:17 p.m.), Purins (8:17 p.m.), Stepaniak – 8

ALSO PRESENT: T. Wontorek, City Administrator; A. Kesner, City Atty.; W. Kappel, Public Works Dir.; W. Wehrley, City Engin.; Capt. Reit, Police; R. Harris, City Planner; L. Nielsen, Pub. Health Nursing Supv.; J. Wojcehowicz, Water Supt.

Ald. Bruderle-Baran as Chair called the meeting to order at 8:06 p.m.

Waiver from low bid supplier for the purchase of influenza vaccine

Ms. Nielsen said one of the health department's statutory requirements is to prevent and suppress the spread of communicable diseases. The number of deaths from influenza has increased from 20,000 per year to 37,000 per year nationwide. A vital function of the health department is to provide influenza vaccine to the community. It is imperative to vaccinate the community on a timely basis. Over the years, there have been multiple problems with purchases from the low bid contractor. The low bid contractor is usually the Minnesota Multi-State Contracting Alliance for Pharmacy (MMCAP) vendor. They discovered that the multi-state contractor had found vendors that would give the department a \$200 decrease using the multi-state contract; however, the department is currently locked out of the ordering process due the high volume of orders. They are requesting that the health department be given permission to do whatever is needed to purchase the vaccine for next year.

Ald. Stepaniak suggested that something be done to empower the health department to be able to purchase the influenza vaccine in this type of situation without having to obtain extra approvals.

Moved by Ald. Stepaniak, seconded by Ald. Casey to recommend approval for the health department to purchase influenza vaccine through whatever means are appropriate due to the inability of the multi-state contractor to provide the vaccine needed and to request that the City Administrator submit a report on how this process can be streamlined so that the health department can order influenza vaccine in a timely manner on a yearly basis – 5

Department of Homeland Security grant for the purchase of 56 personal protective equipment kits and two U.S. Department of Justice Assistance grants for the purchase of police equipment and/or technology

Capt. Reit said the police department has applied for and been awarded a grant from the Department of Homeland Security in the amount of \$16,688.40. This grant will enable them to purchase 56 personal protective equipment kits which provide low level head to toe protection against chemical or biological exposures. It is a no-match, reimbursement grant administered by the Milwaukee County Bureau of Emergency Management. He said the police department has also applied for and been awarded two U.S. Department of Justice Assistance grants. The first grant is for the year 2005 in the amount of \$13,465. The second is for the year 2006 in the amount of \$14,619. Both grants are intended for purchases of police equipment and/or technology. They are administered by Milwaukee County and are no-match, reimbursement type grants. The 2005 grant is tentatively earmarked for the completion of the Emergency

Dispatch Center remodeling and upgrades as well as replacement of the live scanning device. They have not identified any specific purchases for the 2006 award. He recommended acceptance of the grants.

Moved by Ald. Casey, seconded by Ald. Grimm to recommend approval to accept the Department of Homeland Security grant in the amount of \$16,688.40 and two U.S. Department of Justice Assistance grants with a combined total of \$28,084 --

Ald. Stepaniak asked about the money earmarked for the security center and how much money is still needed. Capt. Reit said they obtained the money in the 2005 estimated budget and are waiting for bids. They hope to complete the project by the second quarter of this year. Updates will include a radio system and a freeway camera system.

Vote on the motion was Ayes: 5

Purchase of the new TP3800XCH-ED live scan fingerprint device from Identix, Inc.

Capt. Reit said that they were notified by Identix, Inc. in September, 2005 that their current five year old live scan fingerprint machine would no longer have service or repair parts available. They will need to make a replacement as soon as possible. The live scan fingerprint device allows officers to capture fingerprints electronically and offers the ability to transmit these electronic images to the State of Wisconsin Crime Information Bureau. Once stored, the fingerprints can be searched by any law enforcement agency in the state to identify subjects or obtain criminal history information. The Mayfair Mall booking room has a second live scan device. Both devices are interfaced with the police department's records management and digital photo software packages.

Capt. Reit said that Identix has offered to replace their obsolete unit for a reduced price of \$33,340. A 2005 budget re-estimate of \$25,197 was carried over to this year's budget and the additional \$8,143 needed is available from the 2005 Department of Justice Assistance grant. Soliciting bids for a replacement unit from other manufacturers would create a major problem with software incompatibility. He recommended that the competitive bidding process be waived and that authorization be given to purchase a new TP3800XCH-ED live scan fingerprint device directly from Identix, Inc. at the reduced price in order to maintain complete compatibility with existing interfaced devices.

Ald. Jenkins asked if the live scan device located at the Mayfair Mall booking was scheduled for replacement and asked if there will be problems maintaining it. Capt. Reit responded that they are not having problems with that device at this time and it will interface with the replacement in the police department.

Moved by Ald. Jenkins, seconded by Ald. Casey to recommend approval to purchase a new TP3800XCH-ED live scan fingerprint device from Identix, Inc. at a cost of \$33,340 and to waive the competitive bidding process – 5

2006 Community Development Block Grant (CDBG) funding levels

Mr. Harris said the Department of Housing & Urban Development (HUD) recently announced funding levels for its Community Development Block Grant (CDBG) recipients. The anticipated 2006 CDBG amount for the City of Wauwatosa will be \$1,229,313. This amount represents \$70,687 less than the projected \$1,300,000 that 2006 project allocations were based on this past fall. This is a 5% reduction and accordingly, new funding levels will need to be established. He said that during its October, 2004 meeting, the CDBG Committee recommended any reduction in the city's grant amount should be equitably applied across the board.

Ald. Herzog said that as a member of the CDBG Committee, this is consistent with what they did last year.

Moved by Ald. Herzog, seconded by Ald. Stepaniak to recommend approval of the 2006 CDBG funding levels – 8

Award of Professional Services Contract to Schreiber/Anderson Associates, Inc. in conjunction with Ruckert-Mielke and The Kubala Washatko Architects for preliminary design for Hart Park expansion

Mr. Wehrley said a Request for Proposals for this work was sent to 14 firms. They received 6 proposals. All six respondents formed teams of planners, architects and engineers in order to have the expertise necessary to complete the preliminary park plans. The teams who submitted the top 4 proposals were invited to interview with staff. It was his recommendation to award the contract to Schreiber/Anderson Assoc., Inc. in conjunction with Ruckert-Mielke and The Kubala Washatko Architects in an amount of up to \$175,000 for services associated with the preliminary design phase.

Ald. Stepaniak asked what the end product will look like. He also asked what distinguished these firms from the other 4 teams. Mr. Wehrley said the desired result is to be able to give the Common Council enough information to make decisions on the future direction of Hart Park. At this point they need to take the ideas and turn them into concrete preliminary plans that include specifics and the cost for each amenity. They also need to answer questions related to funding the park and how that will be accomplished. He said that Schreiber/Anderson has a strong background with parks design and the energy, motivation and desire to make Hart Park a reality. Their design could make Hart Park an outstanding park for the area.

Mr. Kappel said the design team will place the plans on the undeveloped grounds and be able to tell staff what it will cost to put a baseball diamond in a particular area. The design team will be able to plan and cost out the other amenities as well. He said they would like to make Hart Park a unique multi-generational and educational facility.

Ald. Casey noted that this is a major capital project. They need more detail, engineering work and cost estimates going forward. He asked how the city will pay for the park design. Mr. Wontorek said he was told by the Finance Director that the funds will be included in the \$3.5 million bonding in March or April and funding will be reimbursed. Ald. Casey said it looks like staff is taking the right steps.

Ald. Herzog said he was under the impression that there was a preliminary plan already in existence. Mr. Kappel said there were preliminary ideas, but the design team will provide specific elements regarding the amenities the public would like to have. They will also provide more specific costs relating to the final design and construction. Ald. Herzog asked if there is any idea what the final costs would be. Mr. Wehrley said the design team will help them hone in on the numbers and make decisions about what exactly the city wants to build and how much each amenity or option would cost. They will be able to hold up detailed designs and ask the public if these are the amenities they want in Hart Park. The department is looking for hard numbers so that if the city decides to hold a referendum on funding for the final project they can be reasonably certain of the amount of funding that will be needed. Ald. Herzog asked about a time frame for the preliminary design and cost information. Mr. Wehrley said they hope to have a presentation before the Common Council the first Tuesday in May and to finalize the plan approximately 30 days later so they can incorporate the design that is chosen into the capital plan.

Ald. Herzog asked about the survey done by the Parks Board. Mr. Kappel said that didn't get off the ground on the web site so they don't have complete numbers. Mr. Wehrley said that they will oversee the contract and the \$175,000 for the project will allow them to do some additional items such as soil borings. They provided a spread sheet of estimated hours per task. Mr. Kappel said they are relying on the design

teams' expertise as to the placement and number of amenities and restrooms. Ald. Grimm asked if there was a way to get a model of the finished plan. Mr. Kappel said that would cost more and they felt that renderings would be sufficient.

Ald. Bruderle-Baran noted that staff interviewed the design teams and asked if it would be possible or advisable to have Council representation in these talks. She said that the Council members hear from the community about what the community wants, so it would be good to have at least one or several members involved in the process. Mr. Kappel said they would be happy to include the Council.

Ald. Maher said this will be an important presentation for the Council to make to the residents. It is important that they are given as much information as possible. Mr. Kappel said that the rendering of the future Hart Park that they have right now is an imaginary space. They need to place concrete landscaping and amenities in that space in a way that is closer to how Hart Park will look in reality. They had a series of meetings in the community. The residents' wish list included a skate board park, a splash pad and a number of senior citizens expressed the desire for a bocci ball court. In speaking with the School Board they expressed the desire to build a ball field that will benefit the entire community. They have used discussions with the Parks Board as a springboard to include the residents' input. He assured the committee that they will keep Council members informed of any upcoming meetings.

Ald. Maher said this will be a salient issue in the months ahead. He expressed concern that some residents will say they were not included. Mr. Kappel said they will have to bring this project to the residents and to get as many people involved as possible.

Moved by Ald. Maher, seconded by Ald. Stepaniak to recommend approval to award an hourly professional services contract to the firm of Schreiber/Anderson Associates, Inc. in conjunction with Ruekert-Mielke and The Kubala Washatko Architects in an amount up to \$175,000 for the preliminary design for the Hart Park expansion – 8

Vouchers

<u>NAME</u>	<u>AMOUNT</u>	<u>FOR</u>
A. Kesner, M. Dahlen	\$476.70	Attorney – 1/25/06 – Marlton, NJ Archonix Litigation
J. Stohler	\$215.84	Consortium – 1/19-1/20/06 – Wisconsin Rapids Program Coordinators Meeting
D. Wheaton, T. Tarantino	\$110.00	Building – 1/18/06 – Milwaukee Energy Workshop for Physical Plant Operations
J. Beix	\$360.84	Health – 1/25-1/27/06 – Mosinee Orientation for New Public Health Professionals
C. Anderson	\$116.30	Health – 1/19/06 – Milwaukee High-Impact Communication Skills for Women
N. Kreuser	\$335.86	Health – 1/16-1/18/06 – Miami, FL Makeup Sessions for Management Academy of Public Health

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

Ald. Maher left the meeting at 8:43 p.m.

Strategy related to negotiations for the sale of water

Moved by Ald. Casey, seconded by Ald. Purins to convene into closed session per Wis. Stat. 19.85(1)(e): Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session, and may reconvene into open session – 8

The committee convened into closed session at 8:44 p.m.

The meeting adjourned at 9:33 p.m.

Carla A. Ledesma, City Clerk
City of Wauwatosa

svh