



CITY OF WAUWATOSA
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BUDGET & FINANCE COMMITTEE MEETING

Tuesday, July 28, 2009
Committee Room #2

PRESENT: Aids. Ewerdt, Organ, Walsh, Wilke, Berdan – 5

EXCUSED: Ald. Krol, Jay, Donegan

ALSO PRESENT: J. Archambo, City Admin.; A. Kesner, City Atty.; R. Braier, Finance Dir.;
W. Wehrley, City Engineer, J. Bembenek, Purchasing Manager;
K. Rusch, Administrator Assistant

Ald. Ewerdt as Chair called the meeting to order at 8:03 p.m.

Award of 70th Street bridge replacement design

The committee reviewed a memo from the City Engineer regarding whether to enter into a professional agreement with a consultant for the 70th Street bridge replacement design.

Mr. Wehrley explained that nine requests for proposals (RFP) were sent out and only one was returned from Graef, Inc. He said the city was informed by WisDOT that this project was approved for American Recovery Reinvestment Act (ARRA) funding. Mr. Wehrley recommended proceeding into an agreement with Graef, Inc. The committee had no questions.

Moved by Ald. Walsh, seconded by Ald. Ewerdt to recommend approval of the award of the 70th Street bridge replacement design to Graef, Inc. in the amount of \$132,243.50 with an additional amount of \$13,500 if surveying is required - 5

Amendment to professional services agreement with Ruekert Mielke for Ruby Avenue sewer design

The committee reviewed a memo from the City Engineer regarding whether to enter into an additional professional services agreement with Ruekert-Mielke for additional services related to sewer designs in the Ruby Avenue area.

Mr. Wehrley said the Ruby Avenue area has experienced overland flooding and basement backups. He said the work done by Mead & Hunt has identified sanitary sewer improvements in the neighborhood which would increase sewer capacity. This work would consist of relaying existing sewers with larger pipe sizes. Mr. Wehrley said that some of these sewers are on side streets to Ruby Avenue. The design and construction of these sewer improvements could be combined with the Ruby Avenue project to possibly save costs.

Mr. Wehrley said the reports coming back from Ruekert-Mielke on the storm water work have identified storm water sewer improvements upstream of Ruby Avenue. He said these improvements may extend along 106th Street from Ruby Avenue to Congress Street and within Congress Street from east of 105th Street to 110th Street. Mr. Wehrley said they are working with Pine Lawn Cemetery to see if a detention pond can be put on their property. These improvements would result in reduced overland flooding along Congress Street and 106th

Street. Mr. Wehrley said no formal plans have been made with Pine Lawn Cemetery. Plans will have to be worked out with them for a location that will not cost them economically.

Mr. Wehrley said the amount of work for Ruckert-Mielke will be doubled and combined into one large project.

Ald. Walsh commented that previously the committee heard from residents in the 8th district that had a lot of flooding problems and wondered if this will provide them relief. Mr. Wehrley reported that this is the design phase only.

Terry Nortrup, 4406 N. 108th St. said that across from their home in the cemetery there are graves. He said to the east on the cemetery property is an entire section where there are no graves. He said he has seen how the water rises up across the street and felt the detention pond and any slowing of the water flow would help.

Jill Petryczkiewicz, 4411 N. 107th Street, said during the last rain event this past June, the water was curb to curb on their street at 1:15 a.m. She said a neighbor had water in his basement up to his knees. She said that any improvement in volume and overland flooding would be very much of a relief.

Ald. Organ asked whether there are any grants for pond construction. Mr. Wehrley said they would certainly look into it after plans with Pine Lawn Cemetery are settled.

Moved by Ald. Walsh, seconded by Ald. Wilke
to recommend approval to enter into an agreement with
Ruckert-Mielke for additional professional services related
to expanded sewer analysis and design in the Ruby Avenue area
in the amount of \$68,000 - 5

Website redesign project

The committee reviewed a memo from the Assistant to the Administrator regarding the redevelopment project of the city's website.

Mr. Archambo reported that there is \$65,270 available for this project which is about \$5,000 more than the spreadsheet shows. Mr. Archambo said this is being brought to the committee for approval because it is not an apple to apples comparable project where the low bidder would have automatically been chosen. Mr. Archambo said the bulk of the project is with the low cost provider. He said they initially looked at how our current website could be adapted to add forms that could be filled out online. He said it is more cost effective to redesign the whole website instead of making modifications. Mr. Archambo said with this new website there will be a great deal of efficiencies with potential to reduce some staff hours. He said this project goes beyond redesigning the website. Fundamentally important is to change the relationship with our citizens. This will enable citizens to conduct their city business efficiently at their convenience.

Mr. Archambo said there is the capability to add other modules down the road for electronic billings if the vision is there. Some of the benefits with the new installation include citizen request module, online bill pay, online permitting, online newsletters, citizen GIS capabilities and the intranet.

Ald. Walsh commented that he thinks the website could use some refreshing at a minimum. He would like to see what the potential cost savings would be for online bill paying and permitting. What would our return investment be? He said he is not getting a lot of feedback from his constituents that the city needs to improve the website. Ald. Walsh commented that he would like to see some references and would like to see a presentation. He inquired about a timeline and asked what the sense of urgency is. He suggested the committee may want to consider holding this item.

Mr. Archambo said the payback is extremely difficult to figure. It is unknown how many people would use it. He said for example with the recent sale of 126 bleacher seats, between 60 and 70- people ordered and paid for these online.

Scott Dickmann, Civic Plus said that our current website doesn't do justice for what the city has to showcase. The new site would allow citizens to look at ordinances, fill out applications and permits as their time allows. He said there has been a lot of research done on what options are available. Mr. Dickman said it would be difficult to determine a cost savings. He felt as time goes by more citizens will use the site and you will be able to track where citizens are looking on the site.

Ald. Meaux asked if there might be an opportunity to piggy back with any other communities. He felt we should look into this first since it is unknown what the benefit will be. Mr. Rusch reported that they have researched a couple of modules with intergovernmental cooperation but neither seemed appropriate or cost effective. There is little data available to capture online payment usage. Every municipality is different and it is hard to make a comparison.

Ald. Ewerdt reminded the committee that the money for this project has been budgeted and appropriated. The committee is here to approve entering into a contract with a vendor. Ald. Organ agreed that this has been discussed and the budget approved last fall. She said the research has been done and proposals were sent out. Numerous vendors have been interviewed at length. She felt that the software piece is nothing that the committee knew anything about and thought a new website is right at this time. Ald. Organ liked the idea of online bill payment and is something the city needs for the future.

Mr. Archambo noted that there are additional costs for the GEMS Interface Portal module in the amount of \$11,000 and an annual host fee of \$2,000. Mr. Archambo responded to questions that version updates are included in the cost. Any additional programming changes or requests would be at a cost. There is no contract. The only cost would be the annual host fee.

Ald. Wilke felt that this is an important upgrade to our current website and noted that this has been budgeted. He asked if there is capacity for a discussion forum. Mr. Rusch said that due to open meetings law this would not be possible. Mr. Rusch said there will be a polling function similar to what WauwatosaNOW has, though this certainly would not be a scientific survey.

Moved by Ald. Organ, seconded by Ald. Berdan
to recommend approval to enter into a contract with
CivicPlus for the redesign, redevelopment, and hosting
of the City website which includes the GEMS interface portal
and GEMS annual host cost for an amount up to \$65,270

Ald. Walsh said he will not support this motion. He would like to see some references and timelines. He said he has 100% trust that CivicPlus will do a good job, but believes in the motto, trust but verify. Ald. Organ said that city staff is entrusted to do the homework for the committee and shouldn't be micro managing. She said the timelines will happen as part of the project and shouldn't come back to the committee. Mr. Archambo said he will get as much information as possible together for the weekly packet.

Vote on the motion Ayes: 4 Noes: 1 (Walsh)

Five year custodial cleaning contract

The committee reviewed a memo from the Purchasing Manager regarding the city's multi-year contract for custodial cleaning services.

Mr. Bembenek said the current five year agreement with Leffler's Cleaning will expire at the end of this year.

He said they solicited proposals for next year as it will affect the 2010 budget. Mr. Bembenek recommended the low bidder, Gibb Building Maintenance which will save approximately \$4,000 annually in the five year contract. Mr. Bembenek said there is an additional 1% discount if the invoice is paid within 20 days of receipt.

Moved by Ald. Walsh, seconded by Ald. Organ
to recommend approval of the multi-year contract
with Gibbs Building Maintenance renewable annually
in the amount of \$127,524 - 5

Vouchers

Name	Dept.	Reason and location	Date	Amount
Eileen Miller Carter	Attorney	Municipal Attorney's Institute - WI Dells, WI	06/24 - 06/27/09	658.00
Beth Thorson Aldana	Attorney	Municipal Attorney's Institute - WI Dells, WI	06/24 - 06/27/09	646.00
Alan Kesner	Attorney	Municipal Attorney's Institute - WI Dells, WI	06/24 - 06/27/09	411.00
Eileen Miller Carter	Attorney	Milwaukee County Courthouse	05/08 and 07/01/09	28.80
Susan Van Hoven	City Clerk	Year 2 of 3 Year Municipal Clerk Institute training - Green Bay	07/12 - 07/17/09	1,050.00
Ken Walbrant and 9 arborists	Forestry	WI Arborist Association Summer Workshop	7/16/09	610.00
Jeremy Bronner	Police	Basic Crash Investigation - Fort McCoy	06/14 - 06/19/09	42.83
Gayle Hildebrandt	Police	Law Enforcement Administrative Professional Conference - Green Lake	06/24 - 06/26/09	272.95
Terri Kobs	Police	Law Enforcement Administrative Professional Conference - Green Lake	06/24 - 06/26/09	445.95
James Wojcehowicz	Water	American Water Works Association Annual Conference & Exposition - San Diego	06/14 - 06/18/09	1,713.36

Moved by Ald. Organ, seconded by Ald. Walsh
that the vouchers be allowed and paid – Ayes: 5

The meeting adjourned at 9:00 p.m.

Carla A. Ledesma, City Clerk
City of Wauwatosa

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