



City of Milwaukee

200 E. Wells Street
Milwaukee, Wisconsin
53202

Meeting Minutes - Final CAPITAL IMPROVEMENTS COMMITTEE

ALD. JOSEPH DUDZIK, CHAIR

**Ald. Robert Bauman, Ald. Michael Murphy, Jeffrey Mantes, W.
Martin Morics, Mark Nicolini, and Mariano Schifalacqua**
Staff Assistant: **Tobie Black, 286-2231; Fax: 286-3456,**
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Fiscal Planning Specialist: **Kathleen Brengosz, 286-3926,**
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Monday, November 8, 2010

9:00 AM

Room 301-A, City Hall

Meeting called to order at 9:07 a.m.

Members Present: 4- Gerard Froh (Ald. Murphy Alternate), Jeffrey Mantes, Mark Nicolini, Craig Kammholz-Special Deputy to the Comptroller, and Mariano Schifalacqua

Ald. Dudzik and Ald. Bauman excused. Mr. Mantes elected as chair for this meeting.

Also in attendance:

Kathy Brengosz, Fiscal Planning Specialist

1. Review and approval of the minutes of the October 13, 2010 meeting.

The minutes were approved as written.

2. Discussion of the scheduling of various department reports.

Ms. Brengosz asked if members want departments to make formal presentations of condition data prior to the written reports being submitted.

Mr. Schifalacqua said that the reports for major departments will be very comprehensive and will take some time. He said that to do an adequate job, the committee will have to review the reports throughout the year. Each department should appear before the committee so the committee can take testimony, ask questions, and get feedback. Every meeting should have some item to review.

Mr. Froh requests that the committee receive the written report, even if it is a draft, a couple of weeks before a department's presentation.

Ms. Brengosz asked if the committee wants to have condition reports from all departments or only from departments for which the committee submits a written

report. She said that the certain departments, like the Health Department and Library, all maintain their own buildings, but there wouldn't necessarily be a separate report by department. Ms. Brengosz said that the committee is not officially charged with governing what these departments do, but the committee could request a condition report from them on their buildings.

Mr. Kammholz suggested sticking with what the condition reports cover for now. Mr. Froh said that there are two issues with the departments; the condition of the facilities and the need to replace or rehab them and the long term strategic plans for their facilities. He said that discussion of long term capital planning is within the purview of the committee. Mr. Mantes suggested that Ms. Brengosz can advise the committee as to the type of information that she is receiving while gathering data.

Mr. Schifalacqua asked Ms. Brengosz if she is developing a schedule for getting the condition reports to the committee. Ms. Brengosz said that it would make sense to hear from a department at every meeting. In the months during which infrastructure reports are not due, the committee can receive updates on building conditions from departments like the Health Department.

3. Discussion of the methodology for assessing Capital Budget requests.

Ms. Brengosz passed out a sheet with several methods of assessing department capital budget requests. (Please see the attachment to Common Council file 091313, "Methodology for Assessing Department Capital Budget Requests")

Ms. Brengosz recommends that once the committee receives the requests, a staff member would do an analysis. Each committee member would do an analysis individually as well. The chair could lead a discussion about the merits of the projects and members can revise their ratings based on the information that they have received. At the close of the meeting, the final rating will be compiled. She said that it would encourage the committee to rate each project according to the guidelines that the committee established, rather than against other projects.

Mr. Schifalacqua said that he would be reluctant to rate projects before the department makes a presentation. He said he prefers to hear the presentation, rate it, and then come back to the next meeting with any questions.

Mr. Nicolini said that he likes a subcommittee approach to the ratings. He said that this approach will allow for more nuanced work coming from the committee. He also suggested having the committees focus on three different categories such as core infrastructure, facilities and special projects. Mr. Froh said that this approach will be more important in the first year or two of the process and it may change as the committee is able to have a significant influence on the capital budget process. Mr. Kammholz said that the subcommittee approach is preferable because there will be a different set of analyses for each area and that will require different types of expertise. He also said that a subcommittee can look at how to balance a building project versus an infrastructure project and determine what is beneficial for the city.

Mr. Mantes said that the committee is moving towards the methodology that uses the proposals from the departments, a presentation from the departments, a subcommittee review and a final rating by the committee. (Option D on the attachment)

Mr. Froh said that it would be helpful for the subcommittees if the staff person could form a preliminary rating.

Mr. Schifalacqua said he would like to get a copy of what capital projects and programs are included in the 2011 budget, including program dollars for the programs that were requested and approved as well as the individual projects. Mr. Nicolini also asked for information from the past three years to see if progress is being made, including a summary of the capital budget for the last three years. Mr. Schifalacqua also asked for financing information for the programs. The committee requested a short presentation of the information by staff.

4. Discussion of the status of the Condition Reports.

Ms. Brengosz asked what the committee will be looking for in terms of progress reports.

Mr. Mantes asked for a schedule of when the reports will be coming up throughout the year. Mr. Nicolini asked for information on evaluating the condition of street lighting. This would enable the committee to target some level of improvement for street lighting.

5. Set next meeting's agenda.

Short presentation of the requested information on capital projects and programs included in the 2011 budget.

6. Set next meeting's date(s).

The next meeting may be rescheduled from November 24th to another day due to the holiday.

Meeting adjourned at 9:42 a.m.

Staff Assistant Tobie Black