

Capital Improvement Program Subcommittee
August 3, 2015
Minutes

Committee members present: Chair Robb Jensen, Billy Fried, Karl Jennrich, Jack Sorensen and Margie Sorenson.

Others present: Kerri Ison, recording secretary.

Call to order: Chairman Robb Jensen called the meeting to order at 11:00 a.m. in the First Floor Conference Room of the Oneida County Courthouse. The meeting was properly posted and mailed in accordance with the Wisconsin Open Meeting Law and the facility is handicap accessible.

Approve agenda: Motion by Sorensen/Fried to approve today's agenda with the order of items at the Chair's discretion. All ayes; motion carried.

Approve minutes: Motion by Sorensen/Jensen to approve the minutes of 6/29/15 as presented. All ayes; motion carried.

Capital Improvement Program review and evaluation: The Administration Committee requested the CIP Committee prioritize the 2016 projects. CIP Committee members were asked to provide letter grades for each of the recommended projects for 2016. Sorenson developed a spreadsheet of letter grades with number equivalents and average weighted grades for review. She noted the project total includes the weighted grades in the total. She will remove the weight grades in the total and provide a corrected copy.

It was noted that if the Almon Park parking lot and ITS cooling unit are approved prior to budget by resolution (as previously discussed), these projects will be removed from the CIP list.

After some discussion the grading curve was adjusted to include an A/B grade and B/C grade, thus adjusting number value as follows: A-3.75-4.0, A/B-3.25-3.74, B-2.75-3.24, B/C-2.26-2.74, and C-2.0-2.25.

Projects were reviewed and discussed in detail with adjustments to grades made as discussed. It was noted the Administration Committee may want additional information for projects items with a C grade, specifically the Phase III Radio project, Health and Aging HVAC project and Medical Examiner vehicle. These departments should provide better estimates at budget time.

Committee recommended that projects with grades A, A/B and B be included in the 2016 budget. Those projects with grades B/C, C and D shall be brought to the budget hearings by the specific department for justification.

Sorenson noted approximately \$1 million will be rolled into the general fund due to land sales, unused fund balances, etc; however this is a one-time event.

Motion by Sorenson/Fried to accept the adjusted prioritized list of CIP projects and forward to the Administration Committee for consideration. All ayes; motion carried.

Sorenson will make grade adjustments as discussed and provide updated spreadsheet to the committee. A packet will also be provided for discussion at the August Administration Committee meeting.

Public comment/communications: None.

Items for next agenda: It is anticipated the CIP Committee will not meet again until 2016.

Adjourn: Motion by Sorenson/Jensen to adjourn at 11:43 a.m. All ayes; motion carried.

Respectfully submitted,

Kerri Ison, Recording Secretary

Robb Jensen, Chair

Public comment: None.

Adjournment: Motion by Jennrich/Fried to adjourn at 3:20 p.m. All ayes; motion carried.

Respectfully submitted,

Kerri Ison, Recording Secretary

Robb Jensen, Chair