

**AGENDA FOR COMMITTEE OF THE WHOLE MEETING
SUPERIOR, WISCONSIN
Tuesday – February 12, 2013
Immediately following the 6:30 p.m. Regular Council Meeting
Government Center, Board Room 201**

ROLL CALL

1. Mayor Hagen’s recommendation for the future Animal Shelter. *(referred from the December 18, 2012, Regular Council meeting, item # 8.2)*

BUSINESS BY PUBLIC

If you would like to speak before the Council, please sign your name on the sign-up sheet prior to the Council meeting. Due to requirements of the Wisconsin Open Meetings laws, only matters placed on this agenda may be approved by the Council at this meeting, however, citizens may address the Council regarding items which require no action. No personal attacks on individuals will be allowed, and all comments by members of the public shall be limited to three (3) minutes in length.

Citizens should contact the Mayor, a Councilor, or the City Clerk to have a matter placed on a future Council agenda for consideration.

Pursuant to the Americans with Disabilities Act of 1990, if you are in need of an accommodation to participate in the public meeting process, please contact the City Clerk's Office at (715) 395-7200 prior to the scheduled meeting. The City will attempt to accommodate any request depending on the amount of notice received. TDD (715) 395-7521.

In compliance with Wisconsin Open Meetings Law, this agenda was:
Posted: Government Center, Court House, & Public Library,
Faxed to: Daily Telegram, Public Library, February 7, 2013



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Office of the Mayor

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Mayor Bruce Hagen
1316 North 14th Street, #301
Superior, WI 54880
Website: www.ci.superior.wi.us

February 4, 2013

Council Meeting Date: 2/12/13

TO: Members of the City Council
FROM: Mayor Bruce Hagen
RE: Animal Shelter

Introduction

At the December Council Meeting, a motion was made to refer my animal shelter recommendations to a future Committee of the Whole meeting for final review and consideration. For your reference my correspondence from that meeting is attached.

At the February Committee of the Whole Meeting, I would like to present any updates we have and members of the City administration will also be available to present information and answer questions on the building size, costs to build and operate and options for the building site.

Discussion

Without exception I believe that all parties are interested in one shelter for both City and County animals. For four years we have worked toward that goal to no avail. Many question why.

It has been determined by experts in animal shelter design and architectural services that a properly sized shelter to serve and handle the average number of animals within the City (annually 900) would require a structure of 6,300 square feet. To serve the entire County, the shelter would require a structure of 9,600 square feet. The City has committed sufficient long-term debt to facilitate what is necessary for a City shelter and annual operating costs have been incorporated into future operating budget estimates.

To have one shelter that will serve the entire County is estimated to require additional construction funds of approximately \$840,000 plus contingency of 15%. Added to that is another \$60,000 in annual operational costs to serve the entire County.

The County, Townships and Villages without exception from the latest information that is available to the City have shown that funding the additional construction and operating costs are not a financial priority. This discussion has been on the table for at least two years now without any progress in a positive direction.

Members of the City Council
February 4, 2013
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Comments have been made about one shelter being "financially and morally" sound and I am sure many agree. Where I personally and administratively cannot agree is for City tax payers to be responsible for picking up the additional construction and operational costs that are the responsibility of other taxing jurisdictions.

We have our own difficult discussions with some residents/tax payers in the City that do not want a new shelter or wish to pay for it at all. What I, or the Council do not want is to enter into a secondary discussion as to why they should also be burdened with paying for services that others are responsible for.

We still hold hope that this matter will be resolved for the equal benefit of all interested and concerned. However, the City has not been given any solid information to support the level of funding assistance that is required for the larger, combined facility. This has been a multi-year process that needs to move forward.

Recommendation

It is requested that the City Council re-approve moving forward with a 6,300 square foot City shelter with site location to be determined before April 1st.

Recommended:

Bruce C. Hagen /rg
Mayor Bruce C. Hagen

2/4/13
Date

Enc. Letter to Council – 12/18/12 meeting

c: Doug Finn, Douglas County Board Chair
Andy Lisak, Douglas County Administrator



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Living up to our name.

December 13, 2012

Dear Members of the Common Council:

This writing is intended to bring you up to date on the most recent discussions regarding the proposed animal shelter, as well as some of my observations.

At the October 2nd Council Meeting, the administration was charged with the responsibility of completing the following action items:

- 1 Enter into further dialogue with the County, Townships and Villages as to their collective interest in proportionate funding for the shelter.
- 2 Once again, review the original cost estimates.
- 3 Widen the site selection process for consideration of other suitable properties.

1. City/County Discussions

In meeting several times with the County Administrator Lisak and County Board Chairman Finn, the County offered up \$20,000 per year toward the shelter operational cost. While we appreciate the gesture, the level of the offer will directly place a very high disproportionate burden on the City tax payers in serving animal needs brought forward by residents of the towns and villages. The most recent numbers of animals served show that approximately 900 animals pass through the current City Shelter and approximately 300 animals are served by the Douglas County Humane Society in the County. While the County does not have any statutory requirement to serve animals, the City tax payers would be picking up the cost for a large enough facility in order to serve the entire County. Outside of the \$20,000 offer from the County, and to this date, none of the townships and villages has committed any resources for the shelter let alone at a sustainable level.

With the above, and if the animal shelter is to be constructed large enough to facilitate the entire County, the City tax payers would be leveraged for the additional portion of the shelter necessary to serve that greater population of animals. ***I cannot support that.***

2. Cost Analysis

It was decided to, once again, review the estimated cost of the structure and exterior surrounding areas as to parking and landscape additions and other requirements. Through internal and external private sector discussions, it has been determined that the original estimates are as accurate as can be at this stage without firm architectural drawings. The size of the structure, site selection and FF&E will offer a more reliable estimate as to a completed project.

The most recent action by the Council was approval for a 6,300 square foot shelter. This, we understand, will be large enough to properly serve the animal population within the City. If the animal population served by the current shelter and that of the DCHS are correct, a shelter large enough to serve the entire animal population of Douglas County will require a facility that is approximately 8,500 square feet +/- (assumption being 3/1). With the current approved funding for this shelter within the CIP, there would be a very considerable gap to resolve, in order to construct the larger shelter. Outside a successful major capital campaign, other resources are scarce.

The estimated additional cost to construct the larger shelter would be approximately \$632,500 including a 15% contingency (2,200 sq.ft X 250 +15%). It should also be noted that the estimated cost for the approved 6,300 square foot shelter only takes into account a 7.5% contingency. From past experience, I believe we are only fooling ourselves believing that would be safe or accurate.

Turning to the operational side of the shelter the City currently has a \$120,000 annual contract with Animal Allies and will soon be negotiating future years' contracts. It is anticipated that Animal Allies will seek an increase in this contractual amount to manage a new shelter.

Projections for the City's general fund budget already show anticipated deficits for 2014 and beyond. Budgetary adjustments will be needed to cover items not already included in the future budgets such as:

- Utilities - \$35,000 estimate for 2014.
- Maintenance and Repair fund – average annual costs of \$50,000 at a minimum.

The above are matters for serious consideration and budget planning that required solid budgetary consensus in moving forward.

3. Site Selection

As we all know, locating a proper site that is sizable and which will offer the components necessary for a successful shelter has been exhausting to say the least.

We now believe that a site with all necessary components has been identified and with acceptance by those that have examined the site to this point. Bear Creek Park has 13 available acres that is already served by sewers, a forced main and electrical. The water service availability is being researched by SWL&P. It is very visible, offers walking and recreation space and is easily accessible. And the City owns the property.

Site improvement costs also appear to be minimal compared to other suggested sites. With that being said, we are going ahead with soil borings and will proceed into final design once the issue of sizing and cost(s) are addressed and the Council signs-off on moving forward.

Recommendation

With the understanding that the County, Towns and Villages will not provide funding for the structure or operational requirements other than the annual contribution of \$20,000 from the County, we, the City, must continue its due diligence in providing 'a shelter'.

Sizing of the shelter and paying for it remain to be issues as to who will be served. Should the new shelter be sized to serve all of Douglas County. But, the gap in financing and additional operational costs should not be borne by City tax payers.

Looking at comparisons, what I clearly understand is that Animal Allies operates out of a 10,000 square feet shelter and serves the greater Duluth metro population center which is in the range of 125,000 residents. Animal Allies also serves the City of Duluth by taking in all impounded animals after a five day hold.

All of Douglas County has a population of approximately 44,000 residents. This is one-third the size of what Animal Allies serves with 10,000 square feet. It would stand to reason that the animal population in Douglas County is at max one-third that of what Animal Allies serves. The current shelter is approximately 2,800 square feet. The Douglas County Humane Society Shelter is approximately 5,000 square feet.

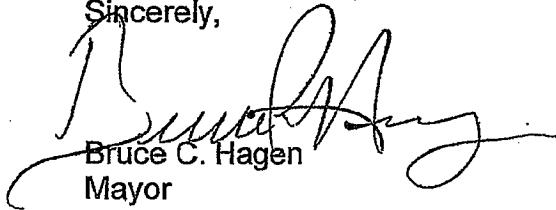
Taking the above into account, along with other considerations that may have escaped us, I recommend that we move through the following with some sense of urgency by order and charted with time certain deliverables.

- Complete the necessary analysis of the Bear Creek Park site. (Public Works)
- Finalize the design with FF & E. (Contracted architectural/engineering)
- Cost it out to size and site which should now be perfunctory. (Finance and PW)
- Determine the funding gap for construction and all operational costs. (Finance and PW)
- Enter into negotiations with Animal Allies or others as to Firm Management Contract.
- Conduct a Capital Campaign to raise the gap funding for construction. (Others)
- Analyze the complete costs for annual operations. (Finance and PW)
- Determine the budgeting for annualized operations. (Finance and PW)
- All of the above return to the Council for sign-off.
- Establish a date for bid letting.
- Determine a date for construction/completion.

The above is only my recommended procedural way to move forward on this. It has been perhaps four years in the making and I believe everyone would like to bring it to its conclusion.

Thank you for receiving and reviewing this open dialogue.

Sincerely,



Bruce C. Hagen
Mayor

Council meeting: 12/18/12