

BUDGET & FINANCE COMMITTEE MEETING

Tuesday, November 8, 2005
Committee Room #2

PRESENT: Alds. Bruderle-Baran, Casey (8:14 p.m.), Jenkins, Maher, Purins, Stepaniak – 6

EXCUSED: Alds. Grimm, Herzog

ALSO PRESENT: T. Wontorek, City Admin.; J. Plass, Accounting Mgr.; W. Kappel, Pub. Works Dir.;
Chief B. Weber, Police; J. Wojcehowicz, Water Supt.

Ald. Bruderle-Baran as Chair called the meeting to order at 8:05 p.m.

Computer Solutions & Services quote for electronics recycling

Mr. Kappel said that the department needs to formalize the disposal of electronic equipment. Prior to the last meeting they informed the current electronics vendor of the pending action to see how long they would continue to pick up some of the recyclable computers for free as they had been doing. This would help keep more city personnel on leaf collection. This presented a fourth option which is to have Computer Solutions and Services, Inc. (in cooperation with Independent Computer Engineers (ICE) at their Wauwatosa site) pick up recyclable electronics at the Public Works yard either for \$60 per week, or for no cost per week if that company also receives Wauwatosa School District obsolete computers.

Mr. Kappel said the other three options were as follows: 1) adopt the VALUE recommendation for Cascade with an annual cost estimate of \$12,880 based on 2004 tons. Starting January 1, 2006 this would be paid for by an REI grant or user fee of \$10 per monitor to “break even.” Cost will be much higher if they take TVs, especially as more people switch to HDTVs; 2) continue collecting electronics at the drop-off center for free and taking them at no cost to ICE using city staff and equipment at the cost of approximately \$7,000 per year; and 3) discontinue taking electronics at the drop-off center and refer people to the ICE location where they can recycle them free or for a smaller charge of \$5 per monitor at no cost to the city except for signs and flyers. He recommended approval of the Recycling Committee’s recommendations for Computer Solutions to recycle electronics at no cost to city residents and that the weekly charge is paid for by REI funds. He noted that he would like to go year-to-year with a contract, but if that is not possible, the contract wouldn’t be for more than 3 years.

Moved by Ald. Jenkins, seconded by Ald. Purins to recommend approval
of Computer Solutions & Services, Inc. to pick up recyclable electronics
at the public works yard --

In response to a question regarding storage, Mr. Kappel said the computers would be stored in a building where they would be sheltered from the elements.

Vote on the motion was Ayes: 5

Police officer overtime report

Chief Weber said this report was requested by the committee after the October payout. He believes they are still on track to meet the requested overtime amount. Ald. Maher commended the department on the good job done with the overtime budget.

Ald. Bruderle-Baran asked if this was the last payout for this year. Chief Weber said there will be another payout just for the civilians at the end of the year. There is still approximately \$102,000 available in that account.

Ald. Stepaniak asked about the number of people on duty with the National Guard. Chief Weber said they have two officers in the National Guard at present and they will get one officer back in the first part of December. It will affect the overtime number to a certain extent, but the time will be made up when they are short handed.

The committee thanked the police department for the report.

Milwaukee County Zoo request for inclusion in the water service area

Mr. Wontorek said that the Milwaukee Zoo is looking for a water supply for their proposed hotel that will be located near the corner of Highway 100 and W. Blue Mound Road on the former Bliffert Lumber property. He introduced Mr. Chuck Wikenhauser, Dir. of the Milwaukee County Zoo. Mr. Wontorek said the proposed hotel project may impact the occupancy rates for other hotels in the Wauwatosa. The county did a study that showed the construction of the hotel will not adversely affect the water supply. If this is approved it would mean that the city could make a formal request and be open to discussing the details of the project. The process could begin with the approvals coming later on.

Ald. Stepaniak asked if the city has enough engineering staff to accomplish this project. Mr. Wojcehowicz said the water supply for the property is adequate due to the loss of some industrial sites, but they are looking for water storage to accommodate that area especially with the construction in the Research Park. He added that there is more than one project that is contributing to the need for storage and there will be multiple future needs.

Ald. Stepaniak asked if the new hotel will be paying their fair share. Mr. Wojcehowicz said that is part of the negotiations with the county although they have not discussed it at this point. The rate would be dictated by the Public Service Commission (PSC).

Ald. Stepaniak said he was concerned with the impact on competing hotels that there be no economic loss for the City of Wauwatosa. Mr. Wontorek responded that the city has a concern in this area and would include some hold harmless language realizing that the hotel room tax does not go to the county, but to the City of Milwaukee. He hoped there could be negotiation on that.

Ald. Maher said he would like the language to be clear that the fiscal impact of the cost of any engineering or design services would be the responsibility of Milwaukee County. Mr. Wontorek responded that any installation of the water and payment for inspections would be paid for by the county. Ald. Maher added that any indirect cost from the different projects would be shared as well.

Ald Bruderle-Baran was concerned about endorsing a plan without setting up a legal expectation.

Mr. Wojcehowicz said the wholesale purchase agreement with the City of Milwaukee requires a Common Council resolution seeking for Wauwatosa to sell outside the city limits similar to the Elm Grove proposal Ald. Bruderle-Baran said she didn't want to create an immediate expectation that the city will be signing off on this project.

Ald. Stepaniak said he understood the chair's concern. He suggested changing the language to endorse the possibility of extending the water service subject to successful negotiation with the City of Milwaukee.

Moved by Ald. Stepaniak, seconded by Ald. Casey to recommend approval of extending the water service to the Milwaukee County Zoo subject to successful negotiation with the City of Milwaukee --

Ald. Casey said this was a good example of intergovernmental cooperation. Each and every development in the area should pay in pro-rata costs. He understood the concern about the drop off in room tax because the city has lost three hotels; however, there is the Embassy Suites proposal for the Research Park and this is a totally different type of project serving totally different markets. He thought that the industry should not be afraid of competition.

Vote on the motion was Ayes: 6

2006 Consolidated Fee Schedule

Mr. Wontorek said the Administrative Intern's memo of August 31st summarizes the changes in the 2006 Consolidated Fee Schedule recommended by the Community Development/Planning, Fire, and Public Works departments and the Library.

Community Development Department –

Mr. Wontorek said the Community Development Director has proposed significant changes for the 2006 fiscal year. A majority of the fees were increased between \$15.00 and \$50.00. These increases reflect the amount of staff time and materials used. There was a decrease in the cost of Special Use permits from \$150 to \$100 because Special Use permits only go to the Plan Commission; therefore, less money is spent on staff time and materials. A new item has been introduced entitled "Zoning Letter – Specialized." Realtors, banks and prospective buyers often make requests for the current zoning classification of specific parcels of land. These can include zoning, permits and variances.

Fire Department –

The Fire Chief has proposed an increase in ambulance mileage fees from \$8 to \$10 per mile.

Public Works Department –

The Public Works Director has proposed an increase in curbside/back yard pickups, tire recycling drop-off center fees, unbundled brush/branches, commercial/institute drop-off and Milwaukee County log and/or brush drop-offs. These increases are minimal ranging from \$0.50 to \$5.

Library –

The Library Director has proposed a \$0.15 increase in color printing fees to achieve a new rate of \$0.25 per color page. The library recently purchased two new laser jet printers and this increase will cover the cost of their color cartridges.

Police Department –

No recommendation for fee increases.

Mr. Wontorek said that one of the concerns the committee expressed during the budget review meetings is the length of time that the fees have remained unchanged. He noted that there are responses from other departments in Ms. Jacobsen's interviews in the Fee Schedule Comparison section. He said they have compared the fees from other cities and, in general, Wauwatosa's fees are at the low end of the spectrum.

Mr. Wontorek said that one of the attachments breaks down all of the expenses the departments incur when they have a role in reviewing different development applications. He noted that 85% of the planning department's time is devoted to reviewing these applications. Approximately 9% of the cost is recovered in fees. The building department generates more income than expenses. Over a 2 year average approximately 2/3 of the overall costs are recovered in fees. An example of the amount of time that is spent without recovery through fees is the Burleigh Square proposals. The planning department spent a significant amount of time reviewing the proposals and they have yet to see an application for any related building permits. He said that in speaking with some of the departments, they have indicated that they have had discussions as to how much of the cost should be recovered. Fee recovery is best under the planning and development area rather than under the building department. One suggestion was establishing a scale for the fees; in other words the more complex the plan

proposal, the higher the fee. There is no structure for that at this time, but it should be looked into. Another category is in the road opening permits. The department used to charge a flat fee of \$45 no matter the size of the project. It has been changed to a floating fee based on the complexity of what is being proposed in terms of the utilities. They would like to expand it beyond just utilities to other aspects of the permit.

Ald. Bruderle-Baran asked if the committee needed to take action on the 2006 Fee Schedule. Mr. Wontorek responded that the budget numbers for 2006 did not take into account any fee changes so the discussion can be delayed in order to look at the issue in depth.

Ald. Jenkins asked if other cities have attempted researching the fee structure and the percentages of recovery. Mr. Wontorek said the city legally cannot be a profit center. Other cities change different levels of fee; however, he has not seen this type of study. Mr. Wontorek said he didn't know if the dollar amounts could be quantified yet. Ald. Stepaniak noted that the calculation is done more on the basis of the estimated amount of labor and energy. Mr. Wontorek responded that using that estimate they can reduce the fee for Special Use permits because there is only one hearing required now as opposed to two in the past. If they wanted to raise fees, it would be in the early stages of the development process. Ald. Stepaniak asked if the objective was to make sure that the city's labor and time costs are recovered. Mr. Wontorek said the departments set fees that are probably a little low because the services are intended for community use. He suggested that the committee review the planning and development department fees versus non-development department fees. He noted that the applicant that comes in with a development proposal is the primary beneficiary of the city's actions. There is a community benefit in having the property increase in value; however, they would not want to set the rates so high as to make it prohibitive. He thought that a 75% recovery is a good goal.

Ald. Stepaniak said the potential benefits to the city are huge. He suggested taking action on the non-development department fees.

Ald. Maher said that the report was very beneficial and it has forced the city to look at the fee schedule in a more comprehensive manner than in the past. He would like to see staff be given more time to complete the report especially given the pressures the departments are facing. He felt it would help to recoup some level of the work that is being done in these departments.

Ald. Bruderle-Baran noted that the cities of West Allis and Brookfield had more staff and they also charged a greater amount of fees. She said it would be interesting to see how an increase in fees would affect that ability to hire more staffing in the planning/development department. Mr. Wontorek said that by the end of January they should have a fairly good idea of the revenues. He said that the non-development departments could be approved at this time. He said they can look at what happens in other municipalities, more specifically, in Milwaukee County.

Moved by Ald. Jenkins , seconded by Ald. Stepaniak to recommend approval
of the non-development department related fee increases in the 2006 Consolidated
Fee Schedule --

With regard to strong concern during the budget process about property maintenance, specifically some problems that seem to never get resolved, it was suggested that escalating fines could facilitate a quicker response from violators. Mr. Kesner responded that fees for citations are an enforcement decision which the court would have to support and those fees are mostly set through the forfeiture code.

Ald. Purins noted that some of the room rental rates have not been changed since 1995. Mr. Kappel said there was a reduced use of city hall rooms in the recent past. He felt that the room rentals were more of a civic benefit. Ald. Purins asked if the rental rates cover any increases in the cost of utilities. Mr. Wontorek said that was an area they could do some study on.

Vote on the motion was Ayes: 6

Vouchers

<u>NAME</u>	<u>AMOUNT</u>	<u>FOR</u>
J. Stohler	\$35.00	Consortium – 10/11/05 – Madison Telecommunications Seminar
M. Dahlen	\$263.39	Police – 10/12-10/14/05 – LaCrosse 2005 Dept. of Justice Criminal Justice Conf.
G. Raymond	\$97.39	Police – 10/10-10/28/05 – Milw. Cnty. Traffic Accident Recon. Course
9 Arborists	\$660.00	Forestry – 10/18/05 – Madison WI Arborist Assoc. Fall Seminar
T. Estness	\$620.87	Mayor – 10/26-10/27/05 – Green Bay League of Wisconsin Municipalities
D. Wheaton	\$50.00	Building – 10/26-10/26/05 – Green Bay League of Wisconsin Muni. Workshop
B. Aldana	\$187.84	Personnel – 10/6/05 – Dean East Clinic Wellness Council Seminar
K. Ledvorowski	\$307.24	Muni. Court – 10/26-10/28/05 – Wisc. Dells WI Municipal Court Clerk Seminar
T. Sharpee	\$245.00	Police – 10/18-10/19/05 – Fox Valley Understanding and Managing Use of Force in Wisconsin
J. Sutter	\$225.00	Police – 10/18-10/19/05 – Fox Valley Understanding and Managing Use of Force in Wisconsin
D. Davidson	\$163.00	Police – 10/18-10/19/05 – Fox Valley Understanding and Managing Use of Force in Wisconsin
B. Skornia	\$40.00	Police – 10/30-11/4/05 – Fort McCoy Basic Evidence Technician School

Moved by Ald. Casey, seconded by Ald. Maher that the vouchers
be allowed and paid – 6

The meeting adjourned at 9:14 p.m.

Carla A. Ledesma, City Clerk
City of Wauwatosa

svh