

**CITY OF WAUWATOSA**  
7725 WEST NORTH AVENUE  
WAUWATOSA, WISCONSIN 53213  
Telephone: (414) 479-8917  
Fax: (414) 479-8989  
Web Site: www.wauwatosa.net

**BUDGET & FINANCE COMMITTEE MEETING**

Tuesday, April 11, 2006  
Committee Room #2

PRESENT: Aids. Bruderle-Baran, Grimm, Herzog, Maher, Purins, Stepaniak – 7

EXCUSED: Ald. Meaux

ALSO PRESENT: T. Wontorek, City Admin.; A. Kesner, City Atty.; R. Braier, Finance Dir.

Ald. Bruderle-Baran as Chair called the meeting to order at 8:04 p.m.

**Ordinance repealing and replacing Section 3.52.010 of the City Code pertaining to police department disposition of abandoned property**

Mr. Kesner said the police are getting out of the business of holding a yearly auction for the disposal of abandoned property because of the cost of holding the event. They would like to use an internet auction site that is used by other cities to dispose of their abandoned property.

Moved by Ald. Maher, seconded by Ald. Grimm to recommend adoption of the ordinance repealing and replacing Section 3.52.010 of the City Code pertaining to police department disposition of abandoned property – 7

**Ordinance repealing and replacing Section 3.20 of the City Code pertaining to the purchasing department**

Mr. Wontorek said this revision of the ordinance clarifies some of the language and changes the threshold amounts for a number of departmental transactions.

Moved by Ald. Herzog, seconded by Ald. Maher to recommend adoption of the ordinance repealing and replacing Section 3.20 of the City Code pertaining to the purchasing department – 7

**Funding benefits for proposed half-time clerical position in the health department**

It was the consensus of the committee to hold this item for two weeks.

**Amendment to the Fund Transfer policy**

Mr. Wontorek said that in 1991 the Common Council adopted Resolution R-91-197 which set the approval requirements for various dollar amounts of appropriation transfers within an adopted budget. The resolution also identified which sub-accounts within a departmental budget could be used for appropriation transfers. The policy was updated in 2004 to provide for use of electronic forms. He said the proposed modifications to the policy are as follows: 1) increase the maximum amount for a level 1 transfer to a higher amount (from \$2,000 to \$5,000); 2) increase the maximum amount for a Level II transfer to a higher amount; 3) increase the minimum amount for a Level III transfer to agree with the maximum amount for a Level II transfer; 4) modify or delete the restrictions as to which sub-accounts can be considered for the transfer levels; and 5) revise the reference to Exhibit C under the level 3 category to reflect the current budget reference. He added that Level I transfers only need department head approval and Level II transfers need department head and City Administrator approval.

Ald. Maher asked how many transfers have occurred that would fall into Level I, II, or III. Mr. Braier noted that the weekly packets the aldermen receive contain a list of all the transfers that have occurred throughout the year.

Ald. Stepaniak said it made sense to adjust the policy especially since the last change was made about 15 years ago. He would be open to having Level II adjusted to a higher amount.

Ald. Purins asked about raising the Level III fund transfers to up to \$25,000. Mr. Kesner said this policy does not adjust like the purchasing department policy; however, the committee could decide to add the adjustment.

Moved by Ald. Stepaniak, seconded by Ald. Purins to recommend approval of the amendment to the fund transfer policy with the exception of changing the Level II threshold amount to \$15,000 and providing for the Level III threshold to grow according to the provisions in State Statute 62.15 pertaining to state construction contract amounts. Vote on the motion was Ayes: 6, Noes: 1 (Grimm)

**Claim of Linda Kavelaris, 1080 Lois Avenue, Brookfield**

It was the consensus of the committee to hold the item.

**Vouchers**

<b><u>NAME</u></b>	<b><u>AMOUNT</u></b>	<b><u>FOR</u></b>
J. Milotsky	\$100.00	Police – 1/6/06 – Madison Emotional Survival for Law Enforcement
M. McDermott	\$100.00	Police – 1/6/06 – Madison Emotional Survival for Law Enforcement
B. Weber	\$125.00	Police – 2/8-2/10/06 – Oconomowoc WI Chiefs of Police 2006 Mid-Winter Conf.

Moved by Ald. Purins, seconded by Ald. Maher that the vouchers be allowed and paid – 7

The meeting adjourned at 8:16 p.m.

Carla A. Ledesma, City Clerk  
City of Wauwatosa

svh