



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, December 8, 2009

Committee Room #2

PRESENT: Aids. Ewerdt, Walsh, Organ, Wilke, Berdan, Krol, Jay, Donegan – 8

EXCUSED: Ald. Jay

ALSO PRESENT: J. Archambo, City Admin.; A. Kesner, City Attorney; B. Aldana, Asst. City Atty./HR Dir.;
R. Braier, Finance Dir.; W. Kappel, Public Works Dir.; Chief D. Redman, Fire Dept.;
M. Loy, Health and Prod. Coordinator

Ald. Ewerdt as Chair called the meeting to order at 8:05 p.m.

Ordinance amending Section 6.50 of the Code pertaining to street vending permits

The committee reviewed the ordinance amending section 6.50 of the Code pertaining to street vending permits. There was no additional information to report.

Moved by Ald. Donegan, seconded by Ald. Berdan
to recommend approval to Council the adoption of the
proposed ordinance - Ayes: 7

Carryover of funds to 2010 budget

The committee reviewed requests for the carryover of 2009 budgeted funds to 2010 for various purposes. Mr. Archambo advised that these funds would be carried over into the 2010 budget to be used for their original intent. The transfer requests are as follows:

Engineering	\$ 64,955.00
Engineering	\$275,000.00
Engineering	\$116,765.56
Engineering	\$339,273.12
Engineering	\$ 31,222.11
Electrical Services	\$ 7,500.00
Public Works Ops	\$ 10,000.00
Human Resources	\$ 13,500.00
Police	\$ 13,500.00
Police	\$ 7,400.00
Police	\$ 9,000.00
Police	\$ 3,000.00
Public Health Nursing	\$ 7,572.00
Environmental Health	\$ 1,140.00
Municipal Clerk	\$ 6,200.00
Municipal Clerk	\$ 1,215.00
Comptroller	\$ 89,173.38

Ald. Donegan inquired about some engineering items and it was reported that some of these items were included in the capital budget. The work for most of these projects is in the planning stages. When asked, the City Administrator said it is his recommendation to carry these items over.

Moved by Ald. Walsh, seconded by Ald. Donegan
to recommend approval of the transfer requests - Ayes: 7

Renewal of agreement with YMCA for operation of the Senior Center at Hart Park

The committee reviewed a memo from the Public Works Director regarding renewal of the contract with the YMCA for a period of five years. This is for programming services for the Wauwatosa Senior Center located at Hart Park in the Muellner Building.

Mr. Kappel reported that he has completed renegotiations with the YMCA for the Senior Center services. He noted that there is not a monetary value noted as this is covered through the Parks budget. Mr. Kappel introduced Janet McMahon, executive director of the YMCA of Metropolitan Milwaukee.

Ald. Walsh inquired if there was anything substantially different in the new contract. Mr. Kappel explained that the basic change is that the YMCA is metropolitan and no longer local. Ald. Walsh asked Ms. McMahon how they keep this relationship going and if there are any concerns. Ms. McMahon commented it is a collaborative effort working with the city and they are totally committed to being a partner as strong as ever. She commented that the YMCA has similar senior programs that they offer, but the City of Wauwatosa is the only municipality that they partner with. Ms. McMahon said there is an advisory group that makes decisions on the fees. Merry Noel Johnson runs the program at Hart Park and provides monthly reports. There is a sliding fee schedule for Wauwatosa residents.

Ald. Krol noted that comments received from the seniors regarding the YMCA program have been very positive with Ms. Johnson's involvement. Ald. Krol thought a five year agreement was a reasonable length of time, but would like to see an agreement with some flexibility in it in the future if we don't have the same satisfaction level. Mr. Kappel noted that there is an out clause for both parties should the services not be acceptable.

Dick Bachman, 2229 N. 115th St.; confirmed that Ms. Johnson reports to the Parks and Forestry Board monthly. He said that in the next budget cycle the city will probably need to use tax levy for funding. He said if you raise the fees you will lose the seniors.

Moved by Ald. Donegan, seconded by Ald. Organ
to recommend approval of the contract with the YMCA
for five years for senior programming services at Hart Park – Ayes: 7

Award of contract to construct a rescue pumper

The committee reviewed a memo from the Fire Chief regarding replacement of the 1995 pumper truck which is scheduled in the 2010 capital budget. Three bids were received and all are in excess of the \$550,000 budgeted amount.

Chief Redman reported that the new pumper apparatus would replace the 1995 pumper that will go into reserve status. A 1988 pumper will be taken off the street and sold. The Chief said the estimates came in about 6% above the budgeted amount. The vendors gave ideas where cutbacks could be made in different areas to bring the cost closer to the budgeted amount of \$550,000. The Chief asked that they be allowed to proceed with the understanding

that staff will work with the low bidder and exercise due diligence to keep the cost as close to the budgeted amount as possible.

Chief Redman reported that they would like to get the pumper ordered by the end of the year because new emission standards are being put into effect in January of 2010. This new standard would increase the cost of the pumper truck by \$20,000 to \$30,000 if ordered after the first of the year.

Mr. Braier commented that the proposal from Pierce Manufacturing included a substantial prepaid discount of about five percent. Mr. Braier reported that there are 2008 bond issue funds which could be used to take advantage of this discount. He said the projects displaced from the 2008 bond issue fund will be made whole in 2010.

Ald. Donegan asked what some possible scale back items could be. The Chief mentioned that the generator could possibly be scaled back, but they would go back to the manufacturer to ensure that the power would be adequate. He also mentioned that roll up doors are included which could be a potential maintenance factor and maybe this could be done without. Chief Redman said they could also look at different configurations of compartment lighting. The Chief noted that they would revisit some of the tools that come with the truck. They will see if there are any usable tools from the 1988 truck that may still have a useful life. The Chief noted that the manufacturer may also make some suggestions for cost savings.

Moved by Ald. Krol, seconded by Ald. Walsh
to recommend approval of the purchase of a pumper
apparatus truck from Pierce Manufacturing,
for an amount not to exceed \$583,621 - Ayes: 7

Execution of contract with Milwaukee County for continuation of paramedic service

The committee reviewed a memo from the Fire Chief regarding execution of a contract between the City and Milwaukee County for continuation of paramedic services. The City has provided paramedic services under agreement with Milwaukee County since 1973.

The Chief said the proposed contract has changes in it. It provides for new improvements in local control over service delivery methods. This allows the City to continue development of staffing and delivery methods to best serve citizens of Wauwatosa and Milwaukee County. Chief Redman felt this new contract cleaned up operational issues and continues an excellent service for the county.

Moved by Ald. Krol, seconded by Ald. Wilke
to recommend approval of the contract with
Milwaukee County contingent upon the endorsement
by the Intergovernmental Cooperation Council (ICC)
on Dec. 14th - Ayes: 7

Adoption of standardized countywide paramedic service billing rates

Adoption of revised basic life support billing rates

The committee reviewed a memo from the Fire Chief regarding revised ambulance fees for paramedic services and consideration of adjustments for basic life support service (BLS) fees.

The committee discussed the \$15.00 increase for BLS transport fees. The Chief explained that the contract for paramedic services requires that each municipality adopt the same rates. Comparable rates are reviewed by the

Milwaukee County Association of Fire Chiefs (MCAFC). These recommendations are sent to the Intergovernmental Cooperation Council (ICC) for their confirmation.

Ald. Donegan asked what the implications would be if the City of Wauwatosa opted out of this. Chief Redman reported that if a community opted out, their service would be taken over by others. He said you cannot service your municipality and not other municipalities if you opt out. You would be out of the paramedic service completely based on the county ordinance under the 911 system.

Moved by Ald. Donegan, seconded by Ald. Krol to approve both items together, recommending approval to adopt the standardized paramedic service billing rates contingent upon ICC approval and recommending approval of the revised paramedic service billing rates – Ayes: 7

Authorization to apply for a Federal Emergency Management Agency grant to cover three vacant positions

The committee reviewed a memo from the Fire Chief requesting authorization to apply for a Staffing for Adequate Fire and Emergency Response (SAFER) program grant through the Federal Emergency Management Agency (FEMA). This grant is a sub-category of the Assistance to Firefighters Grant program (AFG).

Chief Redman reported that this item is time sensitive with a deadline date of December 18th. He noted that he has not brought this item to the council in prior years because this used to be a five-year program with the government paying an equivalent to two years and the city paying for three years. The Chief said there have been major changes to the grant this year. The grant is for three years with the first two years funded 100% by the government. The Chief explained that if the three positions were not filled and the City funded overtime to maintain current operational levels, we would save \$100,000 in overtime and fringe benefits in each of the three years by applying for a SAFER grant. The total budget impact for the three positions over three years would be a savings of approximately \$25,000, and current service levels would be maintained.

Ald. Donegan expressed concern with the study underway in the Fire Department and what would happen if the study shows 99 firefighters are not needed to run the department efficiently. Chief Redman said you could stop the program but the city would have to refund the grant. The information is not available as to how soon the grant would be processed and ready. He said it is possible that the study might be complete before the grant program started. If the study shows they don't need this many firefighters they could turn the grant down at that time.

The City Administrator was asked his opinion on this grant opportunity. Mr. Archambo said that the probable impact would be a reduction in overtime costs, though there would be the risk of the third year. He felt there would be a probable reduction in costs overall. He concurred with the Chief that by the time you get to the point of the grant award the study would probably be complete.

Moved by Ald. Donegan, seconded by Ald. Organ to recommend approval authorizing the fire department to apply for the SAFER grant which would fund the salaries and fringe benefits for three firefighters for two years - Ayes: 7

Contract for automated timekeeping system

The committee reviewed a memo from the Asst. City Atty./HR Director requesting authorization to enter into a contract with Kronos Inc. for an amount of \$56,223 for an automated time and attendance system.

Ms. Aldana said this was included in the 2009 budget and has been underway for approximately five months. Ms. Aldana introduced Anne Blakely from Baker Tilly who was asked to differentiate some of the vendor's products value. Virchow Krause (now Baker Tilly) conducted an organization review of Human Resources in 2008 for efficiency opportunities and identified an automated time and attendance machine that would greatly benefit the Human Resources department.

Ms. Aldana reported that currently the City uses paper timecards for all positions and manual data entry of all time worked. She said the current system would remain; it would just be automated. The automated system will decrease the labor hours in entering and auditing time; will reduce errors of manual entry and calculating, and will provide supervisors with real-time information so they will be able to minimize overtime, absenteeism, and unproductive time. The department heads will be able to track information that is pertinent to their department.

An RFP was issued with 11 responses returned. Ms. Aldana is recommending that the City contract with Kronos, as they are one of the leaders in the industry and seem to be stable. The bid came in slightly over the budgeted amount of \$55,000.

The committee discussed the return of investment. The American Payroll Association estimates that companies will save an average of 2.5% of gross payroll costs using an automated time and attendance system. Ms. Aldana noted that equally significant is the ability to have the data at hand and more readily available. The committee questioned how much actual time would be saved and would the city see a reduction in full time equivalent or a clear direction of where the hours are going for the clerk who manually did the payroll function. Ms. Aldana reported that there will be a learning curve for the first year and it would be difficult to give an accurate number. The department will have to go through the process first but she felt the hours would be reduced.

Ald. Krol concurred that management information in a timely fashion will be an additional benefit.

Moved by Ald. Krol, seconded by Ald. Donegan
to recommend approval of the contract with Kronos
in the amount of \$56,223 for an automated time
and attendance system - Ayes: 7

Proposed contract with Vision Insurance Plans of America

The committee reviewed a memo from the Health and Productivity Coordinator regarding contract approval with Vision Insurance Plans of America to provide vision insurance from 2010 – 2012.

Mr. Loy said this item was sent out for bid and five companies returned proposals. They are recommending Vision Insurance Plans of America because of the customer service given to staff and employees and they remain the most competitive in cost. The new rates result in savings in premium costs.

Moved by Ald. Organ, seconded by Ald. Krol
to recommend approval to enter into a three year
contract with Vision Insurance Plans of America - Ayes: 7

Vouchers

Name	Dept.	Reason and location	Date	Amount
Derik Summerfield	Treasurer	CVMIC Supervisor training - Brookfield	Oct - Dec 09	69.30
Timothy Sharpee	Police	National Tactical Officers Association Training and Risk Management for SWAT	11/9 - 11/11/09	519.49
Tamara Szudy	Community Development	EPA Brownfields Conference - New Orleans, LA	11/15 - 11/18/09	790.69
Jennifer Ferguson	Community Development	EPA Brownfields Conference - New Orleans, LA	11/15 - 11/18/09	809.34
Andy Budde	Health	Lead Supervisor Refresher - Milwaukee	12/1/09	233.10
Jennifer Ferguson	Community Development	Brownfields Conference - Pewaukee	9/24/09	168.15

Moved by Ald. Walsh, seconded by Ald. Donegan
that the vouchers be allowed and paid – Ayes: 7

The meeting adjourned at 9:29 p.m.

Carla A. Ledesma, City Clerk
City of Wauwatosa

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