

CITY OF WAUWATOSA

7725 WEST NORTH AVENUE
WAUWATOSA, WI 53213
Telephone: (414) 479-8917
Fax: (414) 479-8989
www.wauwatosa.net

BUDGET COMMITTEE MEETING

Thursday, September 17, 2009

Committee Room #1

PRESENT: Alds. Ewerdt, Walsh (6:07), Krol, Jay, Organ, Berdan, Wilke, Donegan – 8

ALSO PRESENT: J. Archambo, City Admin.; R. Braier, Finance Dir.;
M. Murphy, Library Dir.; W. Kappel, Dir. of Public Works;
W. Wehrley, City Engr.; K. Hurst, Traffic & Maint. Supt.;
R. Michelz, Traffic & Elec. Supv.; M. Kreiter, Public Works Supt.;
K. Walbrant, Parks & Forestry Supt.; P. Holtz, Library Board of Trustee

Ald. Ewerdt as Chair called the meeting to order at 6:05 p.m.

Library

Ms. Murphy introduced Peter Holtz, Library Board Trustee to the committee.

Mr. Holtz reported that circulation is up 6% from a year ago. The Wauwatosa library continues to loan more library materials than any other library in Milwaukee County. Mr. Holtz said the library is doing a lot of business and has been successful in meeting the increase of demand with a decrease in staff.

Ald. Walsh present at 6:07 p.m. – 8

Mr. Holtz noted that Ms. Murphy has done a great job with the library staff. With the expanded use of the Radio Frequency Identification (RFID), self check out of materials accounts for almost 50% of all check-outs.

Mr. Holtz reported that the library was able to meet the 0% budget though there isn't a lot of flexible money. He said the only item that can be worked with is the book budget. He reported that the Executive Committee reinstated \$8,000 to the book budget. He advised that through attrition another position in the library will be cut.

Moved by Ald. Krol, seconded by Ald. Donegan
to recommend approval of the budget as presented - 8

Traffic Control

Mr. Kappel reported that this budget is status quo. Mr. Kappel said he had hoped to propose a safe pedestrian program for next year but was unable to include it in the budget. He said if there are any remaining funds in the public safety budget they could be used for that. Mr. Kappel reported that they have received six or seven requests for pedestrian cones at State Street and Underwood due to the opening of Café Hollander.

Mr. Kappel discussed upcoming changes due to regulations from the Manual on Uniform Traffic Control Devices (MUTCD). He said the by January 1, 2012 the city will be under a mandate to develop and chose a method of measuring traffic sign retro-reflectivity. Mr. Kappel reported that the method has to be declared and all of our signs inventoried by 2015. There is no money budgeted for this in 2010 but will be included in the 2011 budget.

Mr. Michelz noted that 90% of the sign inventory has been completed by summer help which is required by MUTCD.

Moved by Ald. Walsh, seconded by Ald. Krol
to recommend approval of the budget as presented - 8

Electrical services #335

Mr. Kappel reported that this is a status quo budget. He said this budget continues the program of switching from primary to secondary power at transformer stations. Mr. Kappel said that they are looking into installing LED lighting in the red paver parking lot behind Café Hollander next year.

Moved by Ald. Krol, seconded by Ald. Walsh
to recommend approval of the budget as presented - 8

Forestry #561

Mr. Kappel reported that the budget is pretty much status quo. Mr. Kappel mentioned the memo included in the Budget Committee packet regarding the ash borer threat. He said that the disease has been reported in Milwaukee County. Mr. Kappel reported that if a resident has an ash tree in the front of their home and wishes to have it treated, the city will allow the resident to hire a private contractor to treat the city tree, at the resident's expense, after they obtain written permission from the Forestry Department. Normally the City doesn't allow outside contractors to work on city trees.

The committee had a lengthy discussion on the treatment and prevention of the ash borer disease. There was a concern that a large number of trees could be infected and what a loss it would be to the community. Mr. Kappel reported that the department applied for two grants for prevention which would have paid for chemicals only, but they did not receive either grant.

Ald. Donegan suggested a line item in the budget for prevention and asked Mr. Kappel to come back with a treatment plan. Mr. Walbrant estimated that treatment would cost about \$750,000 and treatment would have to be done every other year. He said it is important to not overreact.

Ald. Donegan, with the committee's permission asked Mr. Kappel to bring back some aggressive options. He asked that they come up with a plan outside the 0% budget for October 8th.

This item will be held until October 8th, when additional information will be provided by Mr. Kappel.

The committee recessed at 7:41 p.m. and reconvened at 7:54 p.m.

Parks #551

Mr. Kappel reported to the committee that this fund had been an operating fund and will be changed to a 01 reserve costs.

Ald. Walsh shared concerns he has received regarding lack of parking and the running track not being available until 8:00 a.m. Mr. Kappel said the grass areas will be taped off so people will not attempt to park there, to retain green space as planned. He hopes that people will park in the designated surrounding areas.

Mr. Kappel advised that the scheduled time to open the track was made to coincide with the building rental hours. Mr. Archambo said it could be something to consider for the limited summer time when a seasonal employee could possibly open the stadium earlier. Mr. Kappel said that could be looked at for next summer, otherwise it would be an overtime issue.

Mr. Kappel reported he would like to have an open house this season yet and maybe a survey could be taken for issues such as this.

Mr. Kappel reported that a line item was added to the budget for one year's maintenance at Hartung Quarry Park, which is half of the entire maintenance cost. He noted that for budget purposes the Wauwatosa Beautification budget was cut to \$5,000. Mr. Kappel said this amount should still meet their needs and not hurt the program.

Ald. Ewerdt questioned the building rental funds. Mr. Archambo said it is a reflection of past history of collection and the modification of rental rates as proposed by the Parks Board. He said the bleacher funds are being stored in the capital projects fund, held separately to defer or help pay for future projects in the park.

Mr. Kappel reported that the revenue estimates from Hart Park are a very conservative figure for the first year.

Moved by Ald. Krol, seconded by Ald. Wilke
to recommend approval of the budget as presented - 8

Engineering #321

Mr. Kappel reported that this budget is responsible for infrastructure planning, design, construction, and inspections. He said the division reviews private site developments and oversees granting of work permits in the public right-of-way and the planning and design for public works projects. He reported that there are no sub-programs in this budget. He said the budget is status quo. He reported that a consultant will be doing a department study soon in the Engineering Department.

Mr. Wehrley presented a graph which is a review of the projects the city has going on currently and looking forward into 2013. As the hand out shows additional engineers would be needed to cover all of these projects based on the formula \$700,000 of construction per engineer which is one index when looking at the work projects from 2001 – 2007. Mr. Wehrley said to maintain the projected schedule with plans being done in house they would be looking at doubling or tripling the employees needed. He noted that this work does not include much outsourcing of designs or water utility work. Ald. Krol suggested that the city look at a partner with a consulting engineer to deal with the workload. He questioned whether the work would remain in future years to absorb additional FTE costs. Mr. Kappel said they are taking an approach to find a comfortable level that the department can produce and then hire out the remainder of the projects. Ald. Krol noted that the building is running out of room to put more staff. Mr. Kappel reported that there is a project currently in place dealing with that.

Ald. Walsh asked about the flood proofing of the Muellner Building. Mr. Wehrley reported that the plans are in the hands of the DNR. They have been looking at the flood plain modeling and this has been the delay since July. Mr. Wehrley said there are multiple hydraulic models on the river and with discussions with FEMA this has been a long drawn out process getting through these approvals. He also noted his department is very busy.

Moved by Ald. Krol, seconded by Ald. Walsh
to recommend approval of the budget as presented - 8

PW Operations Management #322

Mr. Kappel reported that this budget provides for the administrative, supervisory, and clerical personnel to support the work of the operations division. This budget is all salary.

Moved by Ald. Donegan, seconded by Ald. Krol
to recommend approval of the budget as presented - 8

Roadway Maintenance #331

Mr. Kappel reported that this budget provides the maintenance, clearing, and repair of the city's streets, alleys, parking lots, bridges and other various walks.

Mr. Kappel reported the major changes to this budget include the 42% increase to the price of road salt, and the crack fill and sealcoat line items were reduced to meet the zero percent operating budget increase.

Moved by Ald. Donegan, seconded by Ald. Walsh
to recommend approval of the budget as presented - 8

PW Facilities Outside #351

Mr. Kappel reported that this budget is a companion piece to the public works building account. He said this account is primarily made up of wages and some small expenditures.

Moved by Ald. Walsh, seconded by Ald. Donegan
to recommend approval of the budget as presented - 8

Solid Waste Management #361

Mr. Kappel reported that this budget provides for the collection, processing and recycling or disposal of over 30,000 tons of discarded materials annually. He said the biggest impact to this account is the lack of revenue anticipated. Mr. Kappel noted that no revenues were returned this year due to the depressed recycled materials market. He commented that he will be coming before the Budget & Finance Committee with a contingency request related to the lack of revenue. He said expenditures are increasing greater than anticipated and are not being offset by net revenues.

Mr. Kappel reported that the state budget included an increase to the city's cost of land-filling. He said the message to the residents is that every piece of recycling that stays out of the landfill helps to reduce costs.

Dump permit fees will be increased from \$10 to \$20. This year there will be a \$5.00 permit fee established for the infrequent user.

Moved by Ald. Krol, seconded by Ald. Donegan
to recommend approval of the budget as presented..

Ald. Organ asked for clarification on the wage item line increase in the 2010 budget. Mr. Kappel reported he would get this information and report back. Ald. Organ asked that the motion be held until then.

Ald. Krol withdrew his motion which was approved by the seconder.

This item will be held until October 8th, when additional information will be provided by Mr. Kappel.

Public Works Building Equipment #633

Mr. Kappel reported that this budget provides for the replacement of equipment at the public works building. He said the two projects scheduled for 2010 include the remodeling of the water department space and to begin replacing the windows on the south side of the public works building.

Moved by Ald. Organ, seconded by Ald. Jay
to recommend approval of the budget as presented - 8

Greater Milwaukee Convention and Visitors Bureau (Visit Milwaukee) #571

Mr. Braier reported that this is a formula driven budget. The city contributes two and one-half percent of the taxes received from the hotel and motel room tax and retains the remaining tax in the General Fund. The bureau promotes in various media the Milwaukee area as a destination.

Moved by Ald. Krol, seconded by Ald. Donegan
to recommend approval of the budget as presented - 8

Wisconsin Retirement System #611

Mr. Braier reported that this budget covers fund payments for the employee and employer portion of the contribution to the WRS for employees and officials of the City.

Mr. Archambo reported that the rates are increased for 2010 as the contribution amount fluctuates dependent on the market.

Moved by Ald. Walsh, seconded by Ald. Donegan
to recommend approval of the budget as presented - 8

Social Security #612

Mr. Braier reported that this budget covers the city's portion of the social security contribution. The contribution for fire employees is 1.45% of the payroll. The contribution for all other employees is 7.65% of the payroll.

Moved by Ald. Donegan, seconded by Ald. Krol
to recommend approval of the budget as presented - 8

Employee Assistance Plan #613

Mr. Archambo reported that this program budget is \$9600 and is folded into the fringe benefits line item.

Moved by Ald. Donegan, seconded by Ald. Jay
to recommend approval of the budget as presented - 8

Unemployment Compensation #614

Mr. Braier reported that this budget reimburses the State of Wisconsin for eligible payments made on behalf of the City. This amount fluctuates based on recent activity and is budgeted for approximately \$10,000.

Moved by Ald. Organ, seconded by Ald. Donegan
to recommend approval of the budget as presented - 8

Remission of Taxes ##621

Mr. Braier reported that this budget covers refunds to taxpayers for the assessment roll as directed by the Board of Review or the Common Council. There is no money budgeted in this account for 2010.

There is no action required for an account without a budget.

Contribution for Uncollectibles #622

Mr. Braier reported that this budget provides funding for the write-off of uncollectible receivables to the city. There is \$15,500 in this budget which has been adequate over the years.

Moved by Ald. Walsh, seconded by Ald. Krol
to recommend approval of the budget as presented - 8

Milwaukee Area Domestic Animal Control Commission (MADACC) #136

Mr. Braier reported that this budget covers a contract with MADACC to provide quality cost effective animal control services. \$55,500 has been budgeted for 2010.

Moved by Ald. Walsh, seconded by Ald. Krol
to recommend approval of the budget as presented - 8

Unallocated Revenues

Mr. Archambo reported that this budget covers revenues that could not be assigned to a particular budget and then goes to each department.

Ald. Organ inquired about the decrease in state shared taxes line item. Mr. Archambo reported that the city received a 15% reduction which was the maximum amount allowed.

Moved by Ald. Krol, seconded by Ald. Walsh
to recommend approval of the budget as presented – 8

Consolidated Fee Schedule

Mr. Archambo commented that once the committee goes through the assigned revenues, it has essentially gone through the fee schedule. The committee requested time to review the document. This item will be added to the October 8th agenda for discussion.

The meeting adjourned at 9:50 p.m.

Carla A. Ledesma, City Clerk
City of Wauwatosa

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