

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, October 7, 2010

Committee Room #1

PRESENT: Alds. Walsh, Causier, Berdan, Wilson, Hanson, Donegan, Ewerdt, McBride - 8

ALSO PRESENT: J. Archambo, City Admin.; B. Aldana, Asst. City. Atty./HR Dir.; M. Loy, Health & Productivity Coor.; M. Murphy, Library Dir.; B. Kappel, Dir. of Public Works; B. Wehrley, City Engr.; Mayor Didier; K. Hurst, Traffic & Maint. Supv.; R. Michelz, Traffic & Elec. Supv.; T. Otzelberger, Information & Tech. Dept.; A. Brown, Administrative Intern

Ald. Ewerdt as Chair called the meeting to order at 6:04 p.m.

Library

Mr. Archambo reported that in Executive Review a reduction was made in the request for modifications to the front library counter.

Ms. Murphy said the library is trying to get more people to use the self check out stations. She said when someone puts an item on hold they have to use the assisted station and they have a lot of requests for items to be held. Ms. Murphy said they would like to add a third help station. She said that \$12,000 was provided for this project in the budget which will come close to paying for it. She said she would ask the Library Board if some of the donated funds can be used toward this. The traffic volume is up about 25% and they could really use the extra station to save labor costs and for patron convenience.

Ms. Murphy explained some uses of the donation funds. In the past carpeting has been replaced with these funds. She said this seems like a similar item that the board may consider.

Ms. Murphy said that with the retro-fitting of the front desk, patrons will be able to pick up their reserved materials themselves and be able to take care of their fines of \$5.00 or more, instead of having to go to the assisted desk.

Ald. Donegan asked Ms. Murphy about the quality and quantity of books she is ordering. Ms. Murphy replied that she is not buying as many books as in previous years, and are not always buying print but also electronic. She said there is a tutor system available on line that patrons are able to hook up with and the kids are taking advantage of this. The total dollar amount to purchase resources is down. Ms. Murphy answered a question that our book budget is approximately \$100,000 less than West Allis. She said the city is living within their budget. Ms. Murphy said that books are ordered from Milwaukee and West Allis if the city doesn't have them.

Ms. Murphy commented on the increase of the security guards wages. She said that the school is cooperating much better with the school children coming over after school. The behavior is much better.

Moved by Ald. Donegan, seconded by Ald. Causier
to recommend approval of the Library budget – Ayes: 8

Engineering

Mr. Archambo said this is somewhat a unique department because it is within the general fund. He noted that the last line of expenditures is a negative number. At the end of every year the value of contracts let through the capital fund is calculated and based on a static percent the department is reimbursed on capital projects.

Mr. Archambo reported that significantly more storm and sanitary will be done in the Capital Improvements budget next year. Mr. Archambo noted that \$200,000 was moved out of the general funds into the storm and sanitary budget. A decrease in engineering wages offset this.

Moved by Ald. Donegan, seconded by Ald. Hanson
to recommend approval of the Engineering budget – Ayes: 8

PW Operations Management

Mr. Archambo said there are no programs in this budget because of its limited size. Mr. Kappel said this account is used for individuals who work numerous duties. Likewise wages from other accounts get put into this one. The budget for single task employees is much easier to prescribe.

Moved by Ald. Walsh, seconded by Ald. Donegan
to recommend approval of the Public Works Operations
Management budget – Ayes: 8

Roadway Maintenance

Mr. Archambo reported that this budget is down a bit. Mr. Kappel said that the salt pricing has just been received and is about the same as last year. They plan to continue the reduced salt policy on the roads after the holidays. Mr. Kappel said there has been no noticeable increase of accidents due to the salt diet. Mr. Kappel said in the long run the city will benefit from this as there will be a need to reduce chlorides in the near future and this is a step to do that.

Mr. Kappel reported that there are severe cutbacks on crack filling and sealcoating. There is a 10% reduction in overtime across the board from what was budgeted.

Moved by Ald. Hanson, seconded by Ald. Walsh
to recommend approval of the Roadway Maintenance
budget as proposed –

Ald. McBride asked about holding off on sealcoating and crack filling and questioned whether this was a good thing to do. The committee discussed this issue and remembered discussion in past years that aggressive patchwork and sealcoating was recommended. Mr. Kappel said there is enough money in the budget to do about one-ninth of the city streets. He replied to a question that the cutbacks for sealcoating in 2002 took until the current year to get caught up. Mr. Kappel said that they could probably get by for one year at this level or the roadwork will deteriorate quickly.

Alds. McBride and Donegan felt strongly that this maintenance should not be put off.

Moved by Ald. Donegan, seconded by Ald. McBride
to hold this item for further consideration of adding

funds to this account – Ayes: 8

Electrical Services

Mr. Archambo said that LED lighting is being used on the streetlights when being replaced. He said that over 50% of the traffic signals have been switched over to LED's. There have been a few issues in the severe cold that traffic signal lights freeze up and make it difficult to see. This is due to the fact that the LED lights don't heat up like a typical bulb. Remedies are being put into place to take care of this. The operating costs with LED lights are much cheaper. Mr. Archambo reported that the department is experimenting with light timing in the ten highest electric consuming circuits shaving off 10% of time or one hour of lighting. Ald. Donegan said he supports the experimentation with less lighting.

Moved by Ald. Donegan, seconded by Ald. Hanson
to recommend approval of the Electrical Services budget – Ayes: 8

PW Facilities Outside

Mr. Kappel reported that this is a very small budget used to operate the outside yard. This budget includes primarily manpower and equipment. A portion of the watchperson's salary is in this budget.

Moved by Ald. Walsh, seconded by Ald. McBride
to recommend approval of the Public Works
Facilities outside budget – Ayes: 8

Solid Waste Management

Mr. Kappel said that this budget is status quo. The city runs four routes across the city for garbage pick-up. Mr. Kappel said that early next year they will be looking to make changes to solid waste collection. Recycling is still privatized; however, the contract expires at the end of next year.

The city has looked into automated routes for solid waste. The cost of the cart is a problem implementing this new system. Mr. Archambo said if it weren't for the cart cost he would recommend proceeding with automated collection one route at a time over four years. They didn't think there would be enough offset of savings to proceed right away. Mr. Kappel noted that some citizens still have the smaller carts that need to be traded out to the larger cart.

The committee felt there should be more discussion on this at the start of 2011.

Moved by Ald. Donegan, seconded by Ald. Hanson
to recommend approval of the Solid Waste Management budget – Ayes: 8

Forestry

Mr. Archambo reported that the one significant increase in this budget is for the control of the Emerald Ash Bore disease.

Further details will be provided for this program. The City will purchase the chemicals and apply the treatment to extend the tree life. The resident will pay for the chemical cost. Mr. Kappel said it is better to start the treatment now before the disease is here.

Moved by Ald. Donegan, seconded by Ald. McBride
to recommend approval of the Forestry budget – Ayes: 8

PW Building Equipment

Mr. Kappel said that this budget provides for replacement of equipment at the public works building which is generally handled by contractors. There is no money in this budget for 2011.

Moved by Ald. Donegan, seconded by Ald. McBride
to recommend approval of the Public Works Building
equipment budget – Ayes: 8

The committee recessed at 7:45 p.m. and reconvened at 7:55 p.m.

Sanitary Sewer Reserve

Mr. Archambo noted that there is a proposed revenue increase in the amount of \$295,000 which shows up in the local charge. The increase breaks down to an annual increase of approximately \$20.00. Mr. Archambo said that the City of Milwaukee is looking at a price increase as well as MMSD.

Mr. Kappel said that the most significant thing in the budget is that \$128,000 was transferred into the budget from the engineering department. An FTE value would have to be adjusted accordingly from Engineering Tech field. Mr. Kappel noted that in managing overtime, this budget was one that could be reduced. For example, by having the night watchman investigate certain service problems to see if it is a city problem or a homeowner problem, it may be possible to avoid calling out a crew that gets paid a minimum of three hours overtime.

Moved by Ald. Donegan, seconded by Ald. Hanson
to recommend approval of the Sanitary Sewer Reserve budget – Ayes: 8

Fleet Maintenance

The mission of this department is to provide safe, reliable and well maintained vehicles and equipments to various city departments. The department also provides support for all major public works operations such as leaf collection, snow and ice control, and flood and wind damage clean-up operations. The department also purchases and distributes fuel and maintains the fuel management system.

Mr. Kappel reported that the city fueling stations need to be updated. This was proposed for this budget but removed at Executive level. A mandate will be coming that will have to be adhered to by December 31, 2014. Mr. Kappel said there is adequate time to do the necessary changes.

Moved by Ald. Walsh, seconded by Ald. Donegan
to recommend approval of the Fleet Maintenance budget – Ayes: 8

Equipment Fund

Mr. Kappel said this is a companion piece to Fleet Maintenance and detail for next year's purchases can be provided. The police vehicles have already been replaced.

Moved by Ald. Donegan, seconded by Ald. Hanson

to recommend approval of the Equipment Fund budget – Ayes: 8

Public Works Building Reserve

This budget provides for the operation, maintenance, repair, and security of the Public Works Building. This operates an internal service fund.

Moved by Ald. Donegan, seconded by Ald. McBride
to recommend approval of the Public Works Building
Reserve budget – Ayes: 8

Storm Water Management Reserve

Mr. Kappel said that this budget involves inspecting, cleaning and repairing storm sewers and storm inlets. He said that this budget includes street sweeping and leaf collecting.

Moved by Ald. Walsh, seconded by Ald. Causier
to recommend approval of the Storm Water budget – Ayes: 8

Parks Reserve

Mr. Archambo explained that this is the first year of the reserve account. He said although there is a higher revenue stream, there will be a transfer from the general fund. There is a position that will continue to be held open in this budget as well. In the past stadium and field rentals were not separated out. Together in the past they were about \$60,000 and now it is at \$125,000.

Ald. Causier asked about the sculpture relocation. Mr. Kappel said it is currently in the public works yard. It has yet to be decided where it will go. The money will be held in the account until this is determined.

There was discussion that an allocation for Hartung Park was to be a one-time donation. Mr. Kappel advised that in discussions with the city of Milwaukee it was noted they were going to charge the city of Wauwatosa for mowing. The City will use these funds for maintenance. Waste Management has donated a portable toilet and will do so ongoing.

Moved by Ald. Hanson, seconded by Ald. Wilson
to recommend approval of the Parks Reserve
budget – Ayes: 8

Parks Equipment Reserve

There is a zero budget for this account.

Moved by Ald. Donegan, seconded by Ald. Walsh
to recommend approval of the Parks Equipment Reserve budget – Ayes: 8

Traffic Control

The purpose of this account is to install and repair traffic signals and controllers. This includes manufacturing, installing, and replacing street name signs in addition to warning and regulatory signs throughout the city. The sign maintenance budget is located here. Mr. Kappel reported that higher minimum levels of reflectivity will be required by state and federal regulations. He advised that our street signs meet the standard. Mr. Kappel said that the department continues to update their sign inventory using the GIS system.

Moved by Ald. Walsh, seconded by Ald. Causier
to recommend approval of the Traffic Control
budget – Ayes: 8

General Liability Reserve

Mr. Archambo reported that this is the fund that any claims against the city get paid out of. He said there is an increase this year to provide a contingency fund balance. It is anticipated that at year end there would be about \$150,000 in this budget. There have been somewhat larger claims in the past few years.

Moved by Ald. Donegan, seconded by Ald. Wilson
to recommend approval of the General Liability Reserve budget – Ayes: 8

Workers Compensation

This is a state mandated program which provides compensation to employees who sustain work-related injuries. Mr. Archambo said there is nothing unusual here aside from 2009 when the claims were very high, although there was a third party reimbursement that year. The department would like to keep about \$100,000 in this account.

Moved by Ald. Walsh, seconded by Ald. Donegan
to recommend approval of the Workers Compensation
budget – Ayes: 8

Dental Insurance Reserve

The city offers dental insurance to its employees. Employees pay 30% of monthly premiums. Ms. Aldana noted that during the budget process the proposed increase on fully-insured plan went from a 9.5% increase to a 4% increase based on City's actual experience. The self-insured plan projected increase for 2011 is 1.9%.

Moved by Ald. Donegan, seconded by Ald. McBride
to recommend approval of the Dental Insurance Reserve budget – Ayes: 8

Health/Life Insurance Reserve

The city is self-insured providing health insurance as a benefit to eligible active and retired employees. The city also provides vision and life insurance.

Mr. Archambo explained that the balance reserve is about what it was in 2007. He said actually this account is over-funded. The difficulty is to not live off of this account and have it run out. The 2010 adopted budget was decreased about \$440,000. The account is being drawn down cautiously.

Claims for 2011 are expected to increase 5% over 2010 budgeted amount. This amount is substantially lower than trend which is 11.5%. Through the wellness program they strive to keep the City's increases lower than trend. Health care cost constraints will be sought in negotiations with the bargaining units whose contracts expire at the end of 2011.

Moved by Ald. Donegan, seconded by Ald. Walsh
to recommend approval of the Health/Life Insurance Reserve
budget – Ayes: 8

Municipal Complex Reserve

This budget effectively is for all costs to operate the building. Each department is charged rent based on square footage cost. There is a master plan for refurbishing City Hall out of this budget. The primary purpose for this is to reduce costs by replacement of lighting fixtures which are more efficient.

Moved by Ald. Donegan, seconded by Ald. Hanson
to recommend approval of the Municipal Complex Reserve budget– Ayes: 8

Historic Preservation

This account has a minimal budget of \$1,000. The purpose is to promote public awareness of the historic places of interest and their architecture in the city.

Moved by Ald. Donegan, seconded by Ald. Causier
to recommend approval of the historic Preservation budget – Ayes: 8

Planning

This budget promotes the health, safety, morals, prosperity, aesthetics, and the general welfare of the community. Ms. Welch said the most significant part of this budget is the rewriting of the zoning code.

Moved by Ald. Hanson, seconded by Ald. McBride
to recommend approval of the Planning budget – Ayes: 8

Community Development - Police Complex

Ms. Welch advised that this budget covers the police complex. Energy modifications and upgrades are ongoing.

Moved by Ald. Walsh, seconded by Ald. Hanson
to recommend approval of the Community Development
Police Complex budget – Ayes: 8

Community Development – Building Regulations

Ms. Welch noted that there are no significant changes in this budget.

Moved by Ald. Hanson, seconded by Ald. Walsh
to recommend approval of the Community Development
Building Regulations budget – Ayes: 8

Weights and Measures

This program is managed by the Chief Building Official but is a contracted service. There is \$10,800 in the budget.

Moved by Ald. Donegan, seconded by Ald. McBride
to recommend approval of the Weights and Measures budget – Ayes: 8

Property Maintenance

Mr. Archambo explained that this is a status quo budget. Additional hours were added for the Property Maintenance Inspector.

Moved by Ald. Walsh, seconded by Ald. Donegan
to recommend approval of the Property Maintenance budget – Ayes: 8

Information Systems

Mr. Archambo said that this is another fund that was set up for IT a few years ago. All costs for IT are charged back based on the number of units any given department has.

Mr. Otzelberger said they have some big projects ongoing with the Krono’s system and software for the Assessor’s department. Next year video surveillance for Hart Park will be done.

Mr. Otzelberger advised that every year as more features are added to the website there will be annual maintenance costs. There is \$5,000 in this budget for maintenance and updated.

Moved by Ald. McBride, seconded by Ald. Causier
to recommend approval of the Information Systems budget – Ayes: 8

Information Systems Equipment Reserve

There are no funds in this budget.

Moved by Ald. Walsh, seconded by Ald. Donegan
to recommend approval of the Information Systems Reserves budget – Ayes: 8

Meeting adjourned 9:33 p.m.

Carla A. Ledesma, City Clerk
City of Wauwatosa

mks