



**CITY OF WAUWATOSA**  
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## **BUDGET & FINANCE COMMITTEE MEETING**

Tuesday, March 13, 2012

Committee Room #2

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

**ALSO PRESENT:** J. Archambo, City Administrator; A. Kesner, City Attorney; B. Porter, Dir. of Public  
Works, J. Ruggini, Finance Dir.; D. Summerfield, Business Supervisor; A. Brown,  
Assistant to City Administrator

Ald. Walsh as Chair called the meeting to order at 8:00 p.m.

### **Designation of public depositories**

The committee reviewed a memo from the Business Supervisor regarding designation of public depositories. The Finance Director and Business Supervisor wish to designate two additional financial institutions to the list of approved public depositories that can be used to deposit funds of the City of Wauwatosa.

Mr. Summerfield explained the reasoning behind the request. The main purpose for the change is to allow the Finance Director and the Business Supervisor to use these financial institutions as sources for additional investment options for City funds. Also four of the current depositories have either been acquired by another financial institution by a bank merger or have undergone a related legal name change.

Chapter 34 of the Wisconsin statutes dictates that the governing board of each public depositor shall, by resolution, designate one or more depositories in which the treasurer of the public depositor shall deposit all of the public money. Mr. Summerfield advised that the last resolution to designate public depositories was in March of 2006. The size of the managed portfolio is approximately \$40 - \$50 million, which makes it crucial to the investment earnings of the City.

The recommended banks designated as public depositories for the City of Wauwatosa are: Associated Bank, N.A.; Baylake Bank / American Depository Management Company; BOKF, N.A.; BMO Harris Bank, N.A.; CIBM Bank; JP Morgan Chase Bank, N.A.; Johnson Bank; Mitchell Bank; Park Bank; PNC Bank, N.A.; Ridgestone Bank; Tri City National Bank; U.S. Bank, N.A.; and Wells Fargo Bank, N.A.

The recommended savings and loan associations for the City of Wauwatosa are: Bank Mutual; Equitable Bank S.S.B.; Great Midwest Bank S.S.B.; Guaranty Bank; North Shore Bank F.S.B.; and Waterstone Bank S.S.B.

The recommended trust funds are the Local Government Investment Pool and MBIA Municipal Investors Corporation.

Moved by Ald. McBride, seconded by Ald. Donegan  
to recommend approval of the designation of the financial  
institutions as public depositories for funds of the  
City of Wauwatosa – Ayes: 8

### **2011 year-end results (unaudited)**

The committee reviewed a memo from the Finance Director regarding 2011 General Fund Financial Results (unaudited). As the 2011 fiscal year has been closed, final results for the General Fund, including preliminary fund balance, estimates can be provided.

Mr. Ruggini explained the handout to the committee. He said that the Covenant-related expenditures and revenues were removed to maintain comparability with prior quarters.

Mr. Ruggini commented that the year ended very well, with a small but important surplus. It was previously expected to end the year with a small deficit. One of the largest factors contributing to the surplus was salary savings and the associated benefit savings which totaled nearly \$900,000. He noted that the City slowed the pace at which vacant positions were filled to make up for \$1.5 million budget deficit knowing what was coming ahead in 2012. Some of the held positions were then vacated equaling nearly a \$700,000 salary savings.

Local revenues performed better than expected in 2011. Hotel and motel tax revenue was higher than anticipated. Building permit fees were about \$800,000 for 2011. Ambulance fees were nearly \$500,000 over 2010 actuals due to higher call volumes. The employee pension contribution, mandated mid-year by the state, totaled \$289,533 which was not budgeted. Healthcare premium revenue was also surplused, which benefited the Health/Life Fund. 2011 was a very good insurance claim year for the City.

Mr. Ruggini said overall 2011 ended very healthy.

### **Award of contract for native plantings at Hartung Park**

The committee reviewed a memo from the Superintendent of Parks & Forestry regarding award of a three-year native plantings maintenance contract. Hartung Park is jointly owned and maintained by the City of Wauwatosa and the City of Milwaukee. Wauwatosa's maintenance responsibility is turf mowing and native species management. Turf mowing is already being done by Green Hills Landscape as part of the city's boulevard mowing contract.

The native plantings have not been maintained since they were planted in 2010. Maintenance proposals were received from three contractors specializing in native species management, Hawks Nursery, Natural Landscapes Inc. and David J. Frank Landscape Contracting Inc. in order to properly establish the prairie and rain garden plantings.

Mr. Porter said that once the native plantings are established not much mowing will be necessary. The Parks and Forestry Superintendent didn't feel that the low bidder, Hawk's Nursery provided a very good maintenance practice for rain gardens and could potentially create a storm sewer problem. Their proposal suggested pulling weeds and mulching the rain garden yearly. Natural Landscapes, Inc. is being recommended, although not low bidder because their proposal more accurately follows accepted industry standards for maintenance of native plantings. After the native grasses are established, the City would be able to take over the maintenance of this area or incorporate it in the regular turf maintenance contract after this three-year contract expires.

Moved by Ald. Hanson, seconded by Ald. McBride  
to recommend approval awarding the three-year contract  
to Natural Landscapes Inc. – Ayes: 8

**Three-year agreement for the school crossing guard program**

The committee reviewed a memo from Assistant to the City Administrator regarding whether or not to enter into a three-year agreement with the one bidder for crossing guard services.

Mr. Brown explained that the current contract with Twin City Security, Inc. expires on June 30, 2012. The contract was sent out for bid. Two bidders responded with one saying they were not submitting a bid because the duration of the shifts was not long enough. The other bidder was Twin City Security, Inc. Two options were presented by them, the difference being the hourly rate and the general liability insurance.

Mr. Brown recommended entering into a contract with Twin City Security, Inc. under Option 1 at the lower hourly rate. The City Attorney had no concerns regarding the level of liability insurance with this option. This represents a 1.5% increase in the existing hourly rate of \$15.88.

Moved by Ald. Wilson, seconded by Ald. Hanson to recommend approval to enter into a three-year contract with Twin City Security, Inc. – Ayes: 8

**Claim of Beth Wilson, 4304 Glenway St.**

Mr. Archambo explained that the claimant said she swerved at an intersection to avoid a city snowplow. The investigation revealed that there was no liability on the city’s part. Two witnesses said the plow driver was at a complete stop at the stop sign.

Moved by Ald. Hanson, seconded by Ald. Ewerdt to recommend denial of the claim by Beth Wilson, 4304 Glenway Street – Ayes: 8

**Tax Incremental Financing request from HSA Commercial regarding the Burleigh Triangle development**

Moved by Ald. McBride, seconded by Ald. Ewerdt to convene into closed session per Wis. Stat. 19.85(1) (e): Deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive bargaining reasons require a closed session, and may reconvene into open session – Ayes: 8

The committee convened into closed session at 8:52 p.m.

Moved by Ald. Hanson, seconded by Ald. Wilson to reconvene into open session – Ayes: 8

The committee reconvened into open session at 9:48 p.m.

Ald. Donegan excused 9:48 p.m. - 7

**Vouchers**

Name	Dept.	Reason and location	Date	Amount
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Carolyn Chabron	Assessor's	WAAO Quarterly Mtg. & Continuing Education - Chula Vista Resort, WI Dells	03/05 - 03/06/12	267.41
Steve Miner	Assessor's	WAAO Quarterly Mtg. & Continuing Education - Chula Vista Resort, WI Dells	03/05 - 03/06/12	267.41
Joel Kutz	Police	EMT Intermediate IV Tech Refresh - Wales, WI	03/09 - 03/10/12	51.94
Howard Bacon III	Police	2012 Spring Police In-Service Training - WCTC	03/05 - 03/07/12	106.11
Luke Vetter	Police	2012 Spring Police In-Service Training - WCTC	03/05 - 03/07/12	102.27
David Moldenhauer	Police	ACISS Case Management system training - Madison	2/15/12	17.40
Martin Keck	Police	2012 Spring Police In-Service Training - WCTC	03/05 - 03/07/12	103.72
Timothy Kastner	Police	2012 Spring Police In-Service Training - WCTC	02/20 - 02/22/12	104.09
Brad Beckman	Police	2012 Spring Police In-Service Training - WCTC	02/27 - 02/29/12	97.11

Moved by Ald. Hanson, seconded by Ald. Wilson  
that the vouchers be allowed and paid - Ayes: 7

The meeting adjourned at 9:50 p.m.

Carla A. Ledesma, City Clerk  
City of Wauwatosa

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