



CITY OF WAUWATOSA
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BUDGET & FINANCE COMMITTEE MEETING

Tuesday, November 13, 2012

Committee Room #2

PRESENT: Alds. Wilson, Dubinski, Birschel, Ewerdt, Hanson – 5

EXCUSED: Ald. Organ, Tilleson, Donegan

ALSO PRESENT: J. Archambo, City Admin.; A. Kesner, City Attorney; B. Porter, Public Works Dir.; J. Ruggini, Finance Dir.

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

Creation of Tax Incremental Finance District No. 7

The committee reviewed a memo from the Economic Development Director regarding the creation of Tax Incremental Finance District #7 based upon a request by Burleigh 45, LLC.

The purpose of Tax Incremental Financing District (TIF) is to be the primary public financing tool for redevelopment of an area within the city of Wauwatosa. TIF #7 is for the redevelopment referred to as the Burleigh Triangle. Within the boundaries of this TIF district are buildings suitable for redevelopment and rehabilitation, including new development and public infrastructure improvements. The proposed area for this district includes eight parcels totaling about 68.5 acres of land.

Tim Blume, HSA Commercial Group, discussed the first phase of the Burleigh Triangle development. This redevelopment phase, known as Mayfair Collection, is currently occupied by light industrial use. The parcel was rezoned in 2005 for residential, office and retail. The Mayfair Collection is a creative plan developed after the economy.....offering a better retail product. There are large scale tenants that don't want to be inside of Mayfair Mall or there are no locations available. This project will enhance the entire district. Mayfair Mall has been supportive of this project and sees it as a compliment to Mayfair.

Ald. Ewerdt left the meeting at 8:13 p.m. - 4

The committee took a recess due to the fact that there was not a quorum.

The committee reconvened at 8:35p.m. – 5.

Mr. Ruggini discussed options for this TIF. He noted that the City's 2012 total equalized value is \$4,963,918,700. The City can include up to twelve percent of the total equalized value of the community in existing and new tax incremental finance districts. Twelve percent of the City's equalized value is \$595,670,244. The new TIF district #7 is expected to add approximately \$48,931,880 of assessed value to the tax rolls. Mr. Ruggini noted that with our existing TIF districts along with the addition of TIF #7, the City would still be less than the 12% of the City's equalized value allowed.

The committee discussed the \$2 million forgivable loan to the developer. Mr. Ruggini said that the City is comfortable with this as it is basically given to the developer as a grant due to the expected success of the site and based upon the additional tax revenues to be received by the City. He said it is a bit unique but in this situation it was felt this is warranted.

Moved by Ald. Birschel, seconded by Ald. Wilson
to recommend approval of the creation of Tax Incremental
Finance District No. 7 – Ayes: 5

Business Improvement District 2013 operating plan

The committee reviewed a memo from the Finance Director regarding the Village of Wauwatosa Business Improvement District 2013 Operating Plan and Budget.

Prior to levying a special assessment on businesses located within the Business Improvement District, the Common Council is required to approve the BID's operating plan. This submitted plan has been prepared by the BID in compliance with state statute.

Sean Phelan, Vice-President of the BID, talked about the cooperation between the business district and the City. The reconfiguration on State Street for a safer walk path was used as an example of cooperation between the two. The next coordinated project planned is wayfinding signs throughout the village.

Jim Plaisted, Executive Director of the BID, talked about the plan and the many activities enjoyed by people in the community. Events in the village area include DIVA nights, Holiday Festival and Village Green. Mr. Plaisted felt the new signs would better guide people into the village area. Mr. Plaisted discussed the assessment list and noted the assessed rate did not change from last year. The BID is required by state law for an annual review.

Chris Leffler, President of the BID, discussed how the upcoming street work would affect the business district and what they would be doing to help keep the businesses going.

Russ Drover, 9116 Jackson Park Boulevard, owns a business in the district and a home in the City. He felt there was not good representation on the village district board. He was frustrated that big decisions were being made for an ordinary business member to have no vote. He felt there should be a democratic way for members to be elected to the BID Board.

Moved by Ald. Wilson, seconded by Ald. Dubinski
to recommend approval of the Village of Wauwatosa Business
District operating plan – Ayes: 4 Present: 1 (Ewerdt)

Maintenance agreement with Wisconsin Department of Transportation (WiDOT) regarding improvements on Mayfair Road between Watertown Plank Road and I-94 State Project I.D. 2032-02 2013

The committee reviewed a memo from the Director of Public Works regarding a maintenance agreement with WiDOT regarding maintenance of the Community Sensitive solutions (CSS) elements that are part of the Mayfair Road improvement in 2013 from I-94 to Watertown Plank Road.

Mr. Porter advised that prior to construction on this element of the Zoo Interchange project, WiDOT engaged stakeholders to discuss how to improve the appearance of the public right of way. Numerous meetings were held and a design team was retained by WiDOT to develop a design based on input from stakeholders along this corridor.

Aspects of this plan include wayfinding signage, turf pavers, advance crossroad signage, and Light Emitting Diodes (LED) street lighting systems, tree planting, perennial plantings, and colored concrete crosswalks.

Mr. Porter said the cost to construct this would be \$863,000 and would be fully paid by WiDOT.

Moved by Ald. Hanson, seconded by Ald. Birschel
to recommend approval of the maintenance agreement
with WisDOT for the CSS elements within the project
limits of the work planned for 2013 – Ayes: 5

2013 Consolidate Fee Schedule adoption

The committee reviewed a memo from the Finance Director regarding adoption of the 2013 Consolidated Fee Schedule. As part of the budget process, an updated fee schedule reflecting any changes included in the proposed budget must be adopted by the Common Council.

Mr. Ruggini discussed in length the increase in book fines from \$0.10 to \$0.20. Additionally a \$1.00 per day fine for DVD's/VHS materials in established. As discussed during the budget process, this revenue is not budgeted. All additional revenue from this fee change will be used towards supplementing the library's material budget.

Mr. Ruggini noted that based on the latest Standards for Public Libraries published by the Department of Public Instruction, Wauwatosa does not meet the basic minimum expenditure nor is comparable with its peers. Depending on the amount of additional revenue the increased fine generates, the City will likely be in the basic or moderate level.

Moved by Ald. Wilson, seconded by Ald. Hanson
to recommend adoption of the 2013 Consolidated
Fee Schedule – Ayes: 5

Exemption from sealed bid process for ambulance purchase

The committee reviewed a memo from the Assistant Fire Chief regarding a request for exemption from sealed bid process for ambulance purchase.

Assistant Chief Erke said that the fire department is scheduled to purchase two replacement ambulances in 2013. In order to maintain consistency and remain with a dependable brand, the fire department is requesting the ability to purchase the replacement ambulances directly from Horton Emergency Vehicles through a local dealer rather than use the sealed bid process.

Assistant Chief Erke noted that the sealed bid process has been used in the purchase of the last six ambulances and Horton was selected every time. The average build time for a new ambulance is six to seven months. In order to expedite delivery Assistant Chief Erke requested to bypass the bid process.

Moved by Ald. Hanson, seconded by Ald. Birschel
to recommend that an exception to the sealed bid process
be made for the purchase of two replacement ambulances
and not exceed the 2013 Capital budget request – Ayes: 5

Contract extension request by Purple Cow Organics for processing yard materials at the Public Works yard

The committee reviewed a memo from the Director of Public Works regarding a request of Purple Cow Organics for a one-year extension of the contract for processing yard materials at the Public Works Yard for 2013.

Mr. Porter said the original contract entered into with Purple Cow (previously White Oak Farms) was in 2005. The contract expires on 12/31/12. Purple Cow Organics is willing to extend the current contract under the same terms and conditions except for the processing fee which will increase to \$9.30 a ton.

The City Attorney has reviewed the contract language.

Moved by Ald. Ewerdt, seconded by Ald. Wilson
to recommend approval of the extension agreement for
one-year – Ayes: 5

Vouchers

Name	Dept.	Reason and location	Date	Amount
John Ruggini	Finance	National GFOA Conference - Chicago	06/10-06/13/12	272.00
Shane Wrucke	Police	Vehicle Contacts Instructor training LESB - Appleton	10/21-10/24/12	62.46
Robert Lenski	Assessor's	2012 WI Municipal Assessor Institute - Appleton	09/25-09/27/12	173.43
Alan Kesner	Legal	IMLA Annual conference - Austin, Texas	10/20-10/25/12	200.00
Robin Bloczynski	Court	Municipal Court Clerk Seminar - WI Dells	10/17-10/19/12	160.20
Leslie Bubolz	Court	Municipal Court Clerk Seminar - WI Dells	10/17-10/19/12	27.00
Erica Rondeau	Court	Municipal Court Clerk Seminar - WI Dells	10/17-10/19/12	160.20
Barb Range	Finance	Excel 1	11/1/2012	15.49
Steve Kirby	Police	Taser Instructor Recertification - Mt. Pleasant PD	10/16/2012	9.00
Gary Gabrish	Police	Tactics & Procedures for Barricaded Suspect - Green Bay	10/22-10/23/12	39.55
Barry Weber	Police	International Association of Chiefs of Police Conference - San Diego, CA	09/28-10/03/12	168.31
Jim Beix	Health	2012 WI Joint Education Conference - Madison	09/19-09/20/12	79.73

John Milotzky	Police	Taser Instructor Recertification - Mt. Pleasant PD	10/16/2012	9.00
Brian Zalewski	Police	Taser Instructor Recertification - Mt. Pleasant PD	10/16/2012	7.75

Moved by Ald. Hanson, seconded by Ald. Dubinski to approve the foregoing - Ayes: 5

The meeting adjourned at 9:58 p.m.

Carla A. Ledesma, City Clerk
City of Wauwatosa

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