



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

Tuesday, May 14, 2013  
Committee Room #2

PRESENT: Alds. Wilson, Organ (8:07 p.m.), Tilleson, Dubinski, Birschel, Hanson, Ewerdt - 7

EXCUSED: Ald. Donegan

ALSO PRESENT: J. Archambo, City Admin.; A. Kesner, City Atty.; J. Ruggini, Finance Dir.;  
B. Aldana, Asst. City Atty. /HR Dir.

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

### **Milwaukee Journal Sentinel publications of legal notices**

The committee reviewed a memo from the City Clerk recommending acceptance of the bid from the Milwaukee Journal Sentinel for publishing Wauwatosa's legal notices and council proceedings for the coming year in Wauwatosa Now.

Ms. Ledesma explained that by state statute the City is required to advertise for bids annually. She said that these rates are below the rates currently allowed by Wisconsin State Statutes, but noted there was a 5% increase which is the first increase since 2008. Ms. Ledesma recommended accepting this bid.

Moved by Ald. Hanson, seconded by Ald. Tilleson to  
recommend approval of the award to Journal Sentinel, Inc.  
as the official newspaper for the City of Wauwatosa – Ayes: 6

### **Tax Incremental District Number 4**

The committee reviewed a memo from the Finance Director authorizing termination of Tax Incremental District Number 4. This District was created in 2002 to construct the Arvada Place Condominiums in place of the Camelot Hotel. Mr. Ruggini explained that TID #4 was created as a single site TIF in 2002. The TIF was financed through an internal loan in the amount of \$575,000. The TID has no future obligations and has sufficient cash balance to pay-off the remaining debt and he recommended the TID be closed (terminated).

Mr. Ruggini said that the TID has an outstanding cash balance of \$519,498 as of December 31, 2012. After paying off the outstanding debt of \$260,000 along with revenues, the cash balance as of December 31, 2013 is projected to be \$417,923. This will be apportioned among the taxing jurisdictions, the City's share is estimated to be \$125,042. Mr. Ruggini said if the request to close or terminate this TID is successful, the incremental value as of January 1, 2013 will be added to the overall property tax base. This equals to approximately \$6,674,000 of equalized property value to the property tax base. Overall it was a very successful TIF.

The committee briefly discussed a few options of where to put the \$125,042 of proceeds in the budget which will be discussed at year end. Mr. Ruggini said his preference would be to put the funds in the General

Reserve Fund for Future Capital Improvements but can be discussed later with the assumption that this ends up with a surplus. No need to designate where the funds will go at this time.

Ald. Organ present at 8:07 - 7

Moved by Ald. Ewerdt, seconded by Ald. Hanson to approve the termination of TID #4. Ayes: 7

**Contract approval with Telestaff (Kronos)**

The committee reviewed a memo from the Human Resources Director and Fire Department regarding approval of a contract with Telestaff for automated schedule and timekeeping technology. The total contract amount is \$47,253.03.

Ms. Aldana said this project was approved for funding through the internal granting process in budget year 2012. These funds were carried over into 2013 due to a delay in selecting a final vendor.

Ms. Aldana said currently the Fire Department’s scheduling process is done manually. There are 90 firefighters assigned to three different crews rotating on 24 hour shifts. The current system is very time intensive.

The Human Resources Director noted that this program is specifically designed for public safety. The annual maintenance fee is \$5,000 which is waived for the first year.

Moved by Ald. Wilson, seconded by Ald. Hanson to recommend approval of the contract with Kronos (Telestaff) in the amount of \$47,253.03. Ayes: 7

**Vouchers**

<b>Name</b>	<b>Dept.</b>	<b>Reason and location</b>	<b>Date</b>	<b>Amount</b>
Matthew Schreiber	Economic Development	Annual APA Conference - Chicago	04/13-04/16/13	1,641.68
Tamara Szudy	Planning	Annual APA Conference - Chicago	04/13-04/16/13	1,565.33
Ryan Cepican	Police	Annual Motorcycle Officer In Service - Franklin	04/22-04/23/13	68.52
Fred Knapp	Development	Building Inspectors Recertification Conference - Wausau	04/23-04/26/13	107.77
Gary Raymond	Police	Annual Motorcycle Officer In Service - Franklin	04/22-04/23/13	67.31
D. Schmocker	Fire	Building Inspectors Institute - Wausau	04/24-04/26/13	58.52
Carla Ledesma	Clerk	Metro Clerks' Meeting - Menomonee Falls	4/23/13	13.50
Ericka King	Health	Lead training - Brookfield	4/15/13	1,067.95
Steven Sment	Police	Negotiator training - Waukesha	4/19/13	10.35

Lisa Hudson	Police	Negotiator training - Waukesha	4/19/13	9.61
Joe Lewandowski	Health	Negotiator training - Waukesha	4/19/13	10.35
William Mainus	Development	Building Inspectors Recertification Conference - Wausau	04/23-04/26/13	125.99
Cory Wex	Police	Annual Motorcycle Officer In Service - Franklin	04/24-04/25/13	66.91
Ericka King	Health	Certification in Supervision - Green Bay	04/09-04/10/13	229.30
Andy Budde	Health	FD 112 The Food Code by WEHA - Eau Claire	04/08-04/11/13	509.41
Akeen Hamilton	Health	Quality Improvement 101 - Madison	4/18/13	86.88

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

The meeting adjourned at 8:18 p.m.

Carla A. Ledesma, City Clerk  
City of Wauwatosa

mks