



CITY OF WAUWATOSA

BUDGET COMMITTEE

MINUTES • SEPTEMBER 19, 2013

Regular meeting

Committee Room #1

6:00 PM

7725 West North Avenue, Wauwatosa, WI 53213

PRESENT: Alds. Wilson, Donegan, Dubinski, Ewerdt, Tilleson, Birschel, Organ (6:03 p.m.), Hanson (6:51 p.m.) - 8

ALSO PRESENT: J. Ruggini, Fin. Dir.; J. Archambo, City Admin.; B. Weber, Police Chief; R. Ugaste, Fire Chief; N. Kreuser, Health Dir.; J. Wilke, Ald.; M. Murphy, Library Dir.; S. Miner, City Assr.; R. Lenski, Asst. City Assr.; A. Brown, Asst. City Admin.; K. Ehley, Mayor; J. Moldenhauer, Ald.; K. Causier, Ald.

Ald. Wilson as Chair called the meeting to order at 6:00 p.m.

BUDGET COMMITTEE ITEMS

Mr. Archambo explained that the 2014 state shared revenue was reported to the City last week and it is higher than expected. He noted that transportation aids have not been reported and those totals may also differ from the budgeted amount.

Mr. Ruggini explained that the City will receive \$72,470 more than expected in state shared revenue for 2014. He cautioned the Committee and suggested waiting to allocate these funds until the general transportation aids and computer exemption aids have been reported. These two aids also fluctuate and may differ from the current budgeted amount. He explained that these amounts will be reported to the City by October 1st.

Ald. Organ arrived at 6:03 p.m.

1. Health Department - 01-421

Dr. Kreuser thanked the Council for approving the recently completed Health Department remodel. She noted that staff are better equipped to perform their jobs and citizens have made many positive comments regarding the remodel.

Dr. Kreuser explained that the Wauwatosa Health Department (WHD) strives to protect and promote the health and safety of the entire community. She noted that WHD serves over 46,000 people with a staff of 12.8 full-time equivalents and a budget of \$1.4 million. She explained that WHD is proud to be a level three department. She explained that the population of Wauwatosa grows each day as people come to work and play in the City. She explained it's the Health Department's responsibility to keep citizens and visitors healthy and safe.

Dr. Kreuser explained that the Milwaukee Regional Medical Center, the Milwaukee County grounds, and Mayfair Mall are all unique aspects of Wauwatosa. She noted that WHD is responsible for the health and safety of both residents and non-residents. She explained that WHD inspectors inspect restaurants and food establishments to ensure health standards are met. She explained that WHD also works with public schools, private schools and daycares to ensure all children up to date on immunizations. In addition, WHD inspects special events like Tosa Farmers' Market and Tosa Fest. WHD also supports City employees by providing wellness program vaccine services and helping update the City's emergency preparedness plan.

Dr. Kreuser explained that WHD provides required essential services mandated by the State and works with many partners in the community. She noted that WHD is often working behind the scenes due to HIPAA laws, but their annual reports and community assessments show the positive impacts of the department.

Dr. Kreuser expressed pride for WHD's accomplishments and she noted that the department is currently

pursuing accreditation in 2014.

Dr. Kreuser described WHD's achievements in 2013. She noted that WHD integrated their food license system with the City's accounting system, continued to work on a relational database to collect Wauwatosa information, completed the required Community Health Improvement Plan, revised the WHD strategic plan, and participated in quality improvement training. In addition, WHD continued to prepare for national accreditation in 2014.

Dr. Kreuser described the 2014 goals of WHD. She noted that WHD will pursue national accreditation, transition the remaining health licenses from City Clerk to WHD, and continue to track the impact of the Affordable Health Care Act in 2014. She noted that WHD has been working towards accreditation since 2007, but it only recently became available in Wisconsin.

Dr. Kreuser reviewed the 2013 WHD budgetary changes. She noted that three WHD divisions were consolidated in the budget for efficiency and the Children's Hospital grant for an on-site immunization clinic ended on August 1, 2013. She explained that the Children's Hospital grant was \$40,000 and ended in August.

Dr. Kreuser noted that WHD did not use the allowed 2% operational budget increase for 2014 and WHD increased select license fees by 5% to increase revenues. She explained that several final grant allocations were not available before the Executive Review process, so those unknown grant allocations are not included in the 2014 budget.

Dr. Kreuser explained that there is a fee for accreditation based on the City's population. She noted that the fee will be approximately \$12,720 and is good for five years. She explained that WHD will apply for a \$10,000 Department of Health and Human Services (DHHS) grant to offset the costs of accreditation, but the grant is not awarded until December. She noted that WHD has moved \$9,000 from the Medical Supplies budget to the Sundry Contractual account as a precaution to cover accreditation costs if the DHHS grant is not awarded.

There were no questions or comments from the gallery.

Ald. Donegan asked Dr. Kreuser to explain how expenditures are down \$80,000 from the 2013 Estimated budget to the 2014 Proposed budget, but there is a \$10,000 increase in the tax levy.

Dr. Kreuser explained that the unknown grant funds are not included in the current 2014 proposed budget.

Mr. Ruggini explained that any additional grants would be added as both revenue and expenditures. He confirmed that WHD costs are increasing by \$10,000 in the 2014 budget, but the \$80,000 expenditure reduction reflects the exclusion of the unknown grant expenditures.

Ald. Donegan asked Dr. Kreuser to explain the decrease in wages.

Mr. Ruggini explained that the Children's Hospital grant funded a clerical position that ended in August, so the overall wages decreased.

Ald. Donegan asked Dr. Kreuser to explain the cost and benefits associated with accreditation.

Dr. Kreuser explained that WHD must prepare for a State audit every five years, so WHD is already on the path towards accreditation. Accreditation looks at statute requirements, but also holds accredited health departments to higher national quality standards and requires a higher level of accountability from the department. She explained that WHD is already working towards these goals and is prepared to become accredited.

Ald. Donegan asked for a measure of labor costs related to accreditation and asked if a full FTE is used to pursue accreditation.

Dr. Kreuser estimated that less than one FTE is utilized to pursue accreditation.

Ald. Donegan asked if WHD will have greater access to grant funding once accredited.

Dr. Kreuser confirmed that more funding opportunities will be available to WHD once accredited. She noted that WHD is pursuing accreditation that is specific to local health departments.

Ald. Donegan asked what other jurisdiction are accredited in Wisconsin.

Dr. Kreuser explained that accreditation became available in Wisconsin in 2013. She stated that West Allis, Polk County, and Wood County are accredited. She noted that Kenosha and Milwaukee are currently at the site visit stage of accreditation.

Ald. Donegan asked for a summary of services that the Health Department provides. He noted that City leadership has forewarned the Committee about future budgetary challenges and asked the Committee to review all City services as well as assess which services may be reduced or eliminated. He stated that he did not expect an immediate response, but asked WHD to assess which services would be the first to be reduced or eliminated if service reductions are necessary.

Dr. Kreuser noted that many health services are mandated by the state and the municipality would be forced to purchase these services from other jurisdictions if they are not provided by the City.

Ald. Donegan remarked that state mandates may change and asked, if compliance was not an issue, whether WHD could identify the first services to reduce or eliminate. He noted again that he did not expect an immediate response, but explained that all departments must review their services and be prepared to answer that question in the future.

Ald. Wilson agreed that the Committee must thoroughly review each departments service provision, but agreed that the question did not have to be answered immediately. He noted that the City must recognize increased costs that result from reducing or eliminating service provision, such as state mandated health services. He asked if accreditation will help the City in other ways beyond grant funding and help them stand out as a service provider.

Ms. Nielsen remarked that the City of Wauwatosa is ahead of the curve and noted that WHD's annual report indicates the level of service provided by Wauwatosa. She explained, to Ald. Donegan's point, that WHD will have to review their main areas of service and identify where reduction may occur, rather than eliminate any one service area. She noted that the Community Health Improvement Plan lists WHD's goals and indicates how they will achieve those goals. She explained that WHD tracks their progress in each area and collects data to ensure the appropriate amount of funds are expended in each area.

Ald. Organ inquired if the WHD budget will still increase the 2014 levy by \$10,000 once the unknown grant funds are received.

Mr. Ruggini confirmed that the WHD budget does increase the levy by \$10,000 from 2013 to 2014. He explained that the outstanding grants will be applied to both expenditures and revenue when they are received. He explained that the outstanding grant funds would not impact wages, but are reserved for programming costs.

Dr. Kreuser gave examples of the unknown grant amounts. She noted that the Public Health Infrastructure grant is usually around \$10,000, the Maternal Child Health grant is usually around \$11,000, and the Immunization grants are usually around \$12,000. She noted that some grants may be reduced due to the federal sequestration.

Ald. Organ inquired why some immunization budget line items have no expected revenue.

Ms. Nielsen explained that City provision depends on the cost of vaccines and the availability of immunizations

in other locations. She explained that the City does not charge for vaccines that they receive for free. She noted that as the community provides increased immunization services, the City reduces those services to avoid duplication of services and competition.

Ald. Organ asked what offsets the loss of revenue from reduced immunization provision.

Ms. Nielsen explained that the medical supplies expenditure is reduced when vaccine services are reduced.

2. Library - 01-511

Ms. Murphy noted that the 2013 Library budgetary changes included a book budget increase. She explained that the 2014 Library operating budget includes a 1.9% increase over the adjusted 2013 budget to maintain this level of funding.

Ald. Wilke inquired if there has been any research regarding implementation of after-school programs at the Library.

Ms. Murphy noted that the Library cannot charge for basic library services or programming. She remarked that the Library does not provide daycare for students.

Ald. Wilke suggested a partnership with the school district or recreation department that would create additional revenue. He noted that there was a security issue related to increased student presence at the Library and he noted that the City has taken the burden of supplying security guards to address that issue. He remarked that all taxpayers should not be charged this cost when the families of these students receive the majority of the benefit.

Ms. Murphy noted that the presence of security guards allows other library patrons to enjoy a normal library experience. She explained that any fiscal support from public schools would still impact all taxpayers.

Ald. Wilke suggested that the parents of students who use the library as an after-school program should be charged for that service instead of all taxpayers in Wauwatosa.

Ms. Murphy offered to research the suggestion and discuss this option with Ald. Wilke. She noted that there are many impediments to the type of program he is suggesting. She agreed that the City must think creatively regarding use of space in the Library.

Ald. Wilke suggested that an increase of revenues in the Library budget could negate the need to reduce the Crossing Guard budget. He recommended that the Budget Committee consider this possible revenue-generating service as an option to restore the proposed cuts to the Crossing Guard budget.

Ald. Donegan inquired if the estimated 2013 budget includes the \$40,000 book budget increase. He asked Ms. Murphy what it would take to achieve the next level of material quality and asked if the Library would make good use of additional funds.

Ms. Murphy confirmed that the 2013 estimate includes the book budget increase. She explained it would take approximately \$30,000 to bring the book budget up to the next level of material quality and she noted that the Library would quickly make good use of additional funds.

Ald. Donegan asked Mr. Archambo why the 2014 budget was kept at the moderate level of material funding.

Mr. Archambo explained that maintaining the 2013 increase fit into the scope of the 2014 budget.

Mr. Ruggini confirmed that the \$40,000 increase brought the City to the moderate level of materials funding.

Ald. Donegan remarked that he would like hold this budget until all budgets are reviewed and the state aid amounts are known.

Ald. Wilson offered to second with a friendly amendment to hold until the next Budget Committee meeting.

Moved by Ald. Donegan, seconded by Ald. Wilson
to hold the Library budget until September 26, 2013 - Ayes: 8

Ald. Wilson asked Ms. Murphy if the Library is expanding the materials collection or replacing current collection items.

Ms. Murphy explained that replacing classic picture books is expensive and frequent due to the short life span of children's books. For this reason, there is more replacement in the Children's Library. In the adult library, there is more expansion of the collection, most extensively in business and health categories. She noted there is less expansion in adult fiction and the library is adding an online magazine subscription to test whether some paper subscriptions may be dropped. She explained that the use of physical space in the Library will change significantly over the next ten years. She noted that many items that were formerly purchased are no longer released in print form.

Ald. Tilleson asked if there is a repercussion for outstanding late fines and inquired how much is currently outstanding.

Ms. Murphy explained that at \$5, the library card is suspended until the fine is paid. She noted that some municipalities pursue overdue accounts with police action, but Wauwatosa has only pursued repeating offenders with police action. She explained that the City of Milwaukee used a collection agency, but did not achieve the amount of collections expected. She explained that she did not know the outstanding balance, but noted that it could be in the thousands or even ten thousands. She stated she would find out and report back the outstanding balance.

Ald. Hanson arrived at 6:51 p.m.

Ald. Tilleson suggested that the City research the issue of outstanding library fines in order to possibly recoup the outstanding amount. He noted that this issue could be discussed along with the outstanding Municipal Court fines and other departments with similar collection issues.

Ms. Murphy noted that some communities have added Library late fines to property tax bills.

Mr. Ruggini explained the tax bill additions are limited to certain items per state statute. He stated they will check this option. He commented that the City does use a collection agency for other overdue amounts and this option could also be researched.

Ald. Tilleson commented that he does not want Library fines to be ignored by Library users because the fines are not enforced. He thanked Ms. Murphy for her presentation and stated he looks forward to the changes that could possibly improve fine collection in 2014.

Mr. Archambo agreed that this issue is in line with other outstanding revenues and must be proactively reviewed.

RESULT:	HELD
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3. Assessor's Office - 01-154

Mr. Miner explained that Assessor's office follows guidelines set by the Department of Revenue (DOR), state statute and case precedence to discover, list and value all properties in the City. He noted that the Assessor's

office completed a citywide revaluation in 2013 and is responsible for the Board of Review each year. He explained that the Assessor's office will complete implementation of the new Assessor software in 2014. He noted that this new software will change the office workflow and create new efficiencies. He remarked there will be greater opportunities for internal and external data sharing.

Mr. Miner noted that the Assessor's office is currently reviewing the personal property tax process and hopes to reduce the labor hours required for this process. He explained that the Assessor's office is changing their process to improve efficiency and standardize the personal property process.

Mr. Miner explained that expenditures are down a small percentage in 2014. He noted that major changes in 2014 include the full implementation of the Vision software and the creation of digital sketches for parcels, required by the DOR. He explained that half of the sketches will be completed in 2014 and half in 2015. He noted that the original deadline was January 2015, but the DOR has agreed to this timeline.

Mr. Miner explained that the Assessor's office is completing the final stages of the 2013 citywide revaluation. He noted that residential property value went down approximately 9%, commercial property value went up approximately 8.5%, and total citywide valuation went down a little over 4% in value. He noted that these changes will impact the tax rate.

Ald. Birschel noted that the Assessor's budget decreased by \$5,000 and the tax levy was reduced by \$2,100. He thanked Mr. Miner for his budgetary efforts.

Ald. Donegan asked how the labor costs of the Assessor's can remain constant when citywide assessments do not occur every year.

Mr. Miner noted that there was significant required overtime during the citywide revaluation. He noted that the three appraisers in the Assessor's office will most likely take one day of comp time each week for the rest of the year to account for this increased overtime. He remarked that increased overtime was necessary due to the large quantity of property owner contact during the open book period. He noted that there is sometimes less contact when assessments go down, but that was not the case during their open book period this year.

Mr. Lenski confirmed that the Assessor's office communicated with more property owners with reduced assessments than those with increased assessments during the open book period.

Ald. Donegan questioned whether the Assessor's office is over-staffed. He noted that the Assessor's office will function without 0.6 FTE in the fourth quarter of this year due to comp time.

Mr. Miner explained that the assessment process is longer than a year, and the next year's assessment roll begins as soon as the current year assessment is accepted. He noted that the software changeover in 2013 created a stall in the process, but the Assessor's office is continually working throughout the year.

Ald. Donegan questioned if the Assessor's office is over-staffed in years when no citywide revaluation occurs.

Mr. Miner stated that he does not believe the Assessor's office is over-staffed. He explained that office efficiency and workflow will be assessed after the software program is fully implemented to ensure the office is appropriately staffed.

Ald. Tilleson thanked the Assessor's office for their efforts this year and praised Mr. Miner for his work on the American Transmission Co. matter.

4. Police

Chief Weber explained that budgeting to maintain existing services has become the status quo in Wauwatosa. He remarked that the 2014 Police Department budget is okay, but only maintains. He noted that the City has reached the difficult point of cutting or reducing services. He remarked that the fiscal issues of the State of

Wisconsin have caused this budgetary challenge, but the City will continue to provide protection and police services. He explained that the level of decline will greatly impact the Police Department's effectiveness. He noted that the Wauwatosa is part of an urban setting and must provide the level of protection necessary for this type of municipality. He explained that Wauwatosa citizens are already requesting additional services and demand more police presence on a daily basis. He noted that the Police Department budget is lean and citizens live in Wauwatosa for the quality of life that the City provides. He remarked reducing the services that support the quality of life in Wauwatosa will have a negative impact on the City overall.

Chief Weber explained that the Police Department budget is lean and provides the services necessary to protect and serve the citizens of Wauwatosa. He noted that the City works together to face the budgetary challenge. He explained that cutting positions will either reduce community protection or negatively impact community events that rely on community support officers. He stated that further budget reductions in the Police Department will negatively effect the City's level of protection and the City's status as a destination City.

Chief Weber urged the Committee to recognize what services are most important to Wauwatosa as a community. He asked the Committee to not consider eliminating an Administrative Sergeant to fund an additional full-time Information Systems (IS) position. He commented that the Administrative Sergeant does not function solely as an IS staff member, but spends the majority of his time doing administrative Police work.

There were no comments or questions from the gallery.

Ald. Organ clarified that the elimination of an Administrative Sergeant was not discussed, but she explained that the Committee did discuss providing additional IS support at the Police Department to free the Administrative Sergeant from back-up IS duties.

Ald. Wilson confirmed that the elimination of the position was not discussed and noted that Ald. Dubinski brought the topic to discussion. He agreed that the discussion was regarding additional IS support and not reduction of staff at the Police Department. He recalled that the IS budget already included a 0.5 FTE to support the Police Department and the suggestion was made to increase that position to full-time.

Mr. Archambo confirmed that the new IS position is currently included in the IS budget as a 0.5 FTE to support the Police Department.

Ald. Wilson asked Chief Weber whether additional IS assistance would help the Police Department implement technology initiatives.

Chief Weber explained that additional IS hours would benefit the Police Department. He noted that Michelle Dahlen is the full-time IS staff member who currently provides IS support for Police Department programs, but she is also responsible for Fire Department support and other major IS projects. He stated that the 0.5 FTE position will free Ms. Dahlen to work on more significant IS projects.

Ald. Dubinski explained that he made the suggestion for additional IS support and remarked that the Police Department would greatly benefit from the addition of a second full-time IS staff member. He noted that technology based programs and devices require additional IS support staff. He noted that the Administrative Sergeant was assigned to assist the IS staff member many years ago. He remarked that this sworn officer would better serve Wauwatosa on patrol rather than as support staff in an office.

Ald. Dubinski explained that the City is facing significant budgetary challenges. He remarked that balancing the IS needs of the Police Department between the Police and IS budgets would allow the Administrative Sergeant to act solely as a police officer. He noted that a top sergeant salary is approximately \$80,000 and a first step IS salary is approximately \$45,000, so the exchange would result in a cost savings of \$35,000. He remarked that he does not want to reduce the amount of sworn officers, but suggested a shift between administrative work and patrol for the Administrative Sergeant.

Chief Weber noted that the Police Department is charged with the challenge of eliminating positions. He

explained that the Administrative Sergeant supplements road patrols when coverage is needed and took over the duties of the full-time station officer position that was reduced in 2012. He noted that there are multiple technology programs and devices that go beyond the scope of one full-time IS position. He remarked that allowing the new 0.5 FTE IS position to assist Ms. Dahlen and allowing the Police Department to focus on the duties of the Administrative Sergeant would be the most prudent action.

Ald. Donegan stated the he supports the spirit of what Ald. Dubinski suggested and inquired what types of IS duties are currently covered by the Administrative Sergeant.

Captain Sharpee explained that the Administrative Sergeant has a very limited IS role. The Administrative Sergeant currently covers the in-house issues with software programs and devices such as the license plate readers. He noted that the Administrative Sergeant provides the law enforcement perspective for technology changes.

Ald. Donegan agreed that the law enforcement perspective is valued, but he noted that IS work performed by the Administrative Sergeant is at a greater cost than an IS staff member. He encouraged the Police Department to assess the duties of each position to ensure that the appropriate staff member is performing each duty.

Ald. Donegan asked if the total compensation package for Police is approximately the same in 2013 as it was in 2010.

Mr. Ruggini noted that there were 3% cost of living increases in 2011 and 2012, but they were offset by pension increases.

Ald. Donegan inquired how the Police Department workforce responds to the continued stagnant compensation.

Chief Weber explained that the police workforce understands the City's limitations. He remarked that the workforce is most concerned about maintaining the current positions. He noted that all City employees understand the budgetary challenge and are dedicated to provide the best service possible.

Ald. Wilson explained that the Committee will be reviewing all City services and will ask all departments what services to consider for reduction or elimination in the upcoming year. He asked the Police Department to review their services in order to assess what is required and noted that this process will help justify the funding needs of the department. He remarked that technological support and community support are both key areas. He urged that the City is striving to maintain levels of service and must have justification for what is required. He asked the Chief to convey this sentiment to his workforce.

Ald. Organ questioned why there were changes in several performance indicators including stolen property recovered, stolen property, juvenile arrests, and adult arrests.

Chief Weber explained that performance measures fluctuate each year. He noted that some measures fluctuate due to changes in staffing, but the crime rate also fluctuates each year. He explained that the type of product stolen greatly impacts the stolen property amounts.

Captain Sutter noted that the reductions in both juvenile and adult arrests are statistically insignificant. He noted that the juvenile arrest total will most likely reduce next year due to a new juvenile case procedure and explained it's too early to judge whether the new procedure is effective.

Chief Weber explained that Stolen Property (Value) increased due to what was stolen, but there was not a drastic increase in the number of incidents.

Ald. Ewerdt noted that the Municipal and Traffic Violation revenue went up \$210,000 from 2012 to 2013. He asked if there were increased efforts to address speeding or increased issuance of citations.

Captain Sutter explained that full staffing in 2012 allowed maximum enforcement.

Captain Sharpee explained that the 2013 estimate of \$650,000 is high and revenue will most likely fall short of that amount. He noted that the Police Department was down 13 officers during 2013 and the Police Department expects a rebound in 2014.

Ald. Ewerdt asked what impact the officer shortage has on staffing levels.

Captain Sutter explained that the Police Department is currently short five sworn officers and a minimum staffing level is covered at every shift.

Mr. Ruggini explained that spikes in overtime occur when staffing is short, but the overtime cost is offset by wage savings from the vacant positions. He noted that the Police Department and Fire Department are actively managing overtime.

Ald. Ewerdt asked why the Municipal & Traffic Violations revenue was maintained at \$650,000 when 2013 may not achieve that revenue amount.

Captain Sharpee explained that full staffing will allow the Police Department to increase enforcement and achieve greater revenues.

Ald. Ewerdt inquired how the warrant initiative will increase revenue by \$55,000.

Mr. Archambo explained that the Police Department and Municipal Court are working together to proactively address outstanding unpaid citations.

Mr. Ruggini explained that warrant revenue is part of the Municipal & Traffic Violations revenue. He noted that this revenue is actually included in the Municipal Court budget, but is shown in the Police narrative for illustrative purposes. He explained that the warrant initiative allows the 2014 revenue to maintain and he noted that 2014 revenue would have been reduced without the warrant initiative.

Mr. Archambo explained there is a three-pronged effort to increase collection of past due citations including driver's license suspensions, the tax intercept program, and the warrant initiative.

Captain Sharpee explained that the Police Department is starting a hands-on warrant initiative that will include mailing, calling, and active squad pursuit of unpaid warrants. He noted that the Police Department is working with the Municipal Court office to improve the warrant process and maximize collection of outstanding citations. He explained that the Police Department will continue to research ways to improve this program and pursue the outstanding funds owed to the City.

Mr. Archambo explained that there is approximately \$900,000 in outstanding citations entered in the tax intercept program. He noted that a significant portion of this total may never be collected, but the City is working to maximize collection.

Captain Sharpee commented that the warrant program aims to enter 2,000 warrants each year and that \$55,000 is attainable based on a review of the warrants in 2013.

Chief Weber explained that citations are not written to create revenue. He explained that police officers write citations to enforce the law and he urged that citation revenue is merely a positive benefit, not the purpose, of ticketing.

Ald. Tilleson expressed appreciation for the Police Department's diligent pursuit of outstanding revenue streams. He then asked where the Pedestrian Traffic and Bicycle Traffic grant funds were used in 2013, and inquired if the City can expect to receive those grants in the future.

Captain Sharpee explained that OWI is the only confirmed grant funding for 2014. He noted that the Speed Enforcement and Click-it or Ticket grants ended midyear in 2013. He explained that the City has not received confirmation for Speed Enforcement, Pedestrian Traffic, Bicycle Traffic or Click-it or Ticket in 2014. He noted that Wauwatosa was one of few jurisdictions that received Pedestrian Traffic and Bicycle Traffic grants in 2013. He explained that these grants were used to promote pedestrian safety and focused on sections of Menomonee River Parkway, North Avenue, and the State Street corridor.

Ald. Tilleson inquired why the University of Wisconsin-Milwaukee (UWM) Camera Live Stream was included in the Police Department budget and how it benefits the City.

Mr. Archambo explained that the project is primarily an IS project, but relates to the citywide wireless camera system.

Captain Sharpee explained that this program advances what the City can do with their surveillance cameras.

Ald. Tilleson asked why it was installed at this particular location.

Mr. Ruggini explained that UWM purchased the camera and the camera provides the public purpose of monitoring the construction project near Discovery Parkway.

Mr. Archambo noted that the City actually received two cameras from this agreement because the first camera provided by UWM did not have the correct specifications.

Chief Weber noted that City cameras help the Police investigate crimes and assist in the identification of criminals.

Ald. Tilleson explained that his concern was regarding the installation of a City camera feed on private land. He thanked staff for explaining UWM's role and the public purpose of the program.

Ald. Birschel remarked that the Police Reserve provides countless hours of support each year and he noted that their dedicated efforts reflect the overall quality of the Wauwatosa Police Department.

5. Fire

Chief Ugaste explained that he would provide an overview the Fire Department and then explain the current budgetary realities they face. He noted that the Wauwatosa Fire Department completed its third joint training academy with North Shore Fire Department at the Wauwatosa Fire Training Center in 2013. He explained that this endeavor allows the fire departments to share instructors and support each others training efforts. He explained that the Wauwatosa Fire Department also continues to share their shop, mechanics, and reserve equipment with the North Shore Fire Department. This allows the Wauwatosa Fire Department to save on new equipment through joint purchases and provides both departments with a reserve mechanic string. He explained that the Wauwatosa Fire Department entered into a shared service agreement with the Milwaukee Fire Department and surrounding communities for structure fires in 2013. He noted that the Wauwatosa Fire Department is also part of a purchasing consortium to save on costs.

Chief Ugaste explained that the Wauwatosa Fire Department maintains a Fire Training Center that houses the joint training academy and it is expensive to support this facility. He explained that the Fire Training Center will be used as a Combined Area Fire Training Site (CAFTS) in 2014. The Wauwatosa Fire Department will enter into a user fee agreement with the North Shore and Brookfield Fire Departments to support the training facility. He noted that the agreement will allow neighboring departments to use the Wauwatosa training facility in exchange for an annual user fee. He explained that Wauwatosa will retain ownership of the location and charge user fees for all participating municipalities.

Chief Ugaste noted that the most recent hiring class included 8 students and the Wauwatosa Fire Department now staffs 47 paramedics. He explained that med units are staffed with 2 paramedics 99% of the time and trucks will soon be staffed with at least 1 medic. He noted that the Fire Department worked with the Department of Transportation in 2013 to establish a temporary fire station on the west side of the City to ensure fire service during major intersection closures. He explained that Asst. Chief Case is working with Mr. Ruggini to select a new emergency medical billing agency that will provide more dependable service as well as increased revenue.

Chief Ugaste explained that the Fire Department has reorganized to reduce staff by three lieutenant positions and three captain positions through attrition. He noted that the Fire Department received a \$275,000 federal grant for a new Self Contained Breathing Apparatus that removed this cost from the Capital Improvement Plan. He explained that the Fire Department creates over \$3 million in revenue each year from contracts and fees for services which covers 23% of their budget. He noted that the Fire Department is working through the accreditation process and is preparing for the required audit later this year. He explained that the Fire Department chose to meet their 2014 budget gap by eliminating a Prevention Lieutenant position through attrition and the cost savings of reorganization. He explained that the Fire Department has lost 12 sworn positions since 2004 and 10 of these positions were lost in the last four years. He noted that every effort has been made to improve efficiencies, but the Fire Department is quickly running out of options to gain efficiencies.

There were no questions or comments from the gallery.

Ald. Donegan commented that the Fire Department budget is extraordinary and expressed appreciation for their budget efforts. He inquired what amount was spent on overtime in 2013.

Asst. Chief Erke explained that \$215,000 was budgeted for overtime in 2013, but includes funds required by the Fair Labor Standards Act (FLSA). He noted that FLSA costs average about \$75,000 each year. He explained that FLSA requires overtime be paid for any hours over 204 hours within a 28 day period. He noted that the Fire Department had budgeted \$140,000 for regular overtime, but costs in 2013 have increased due to two long-term medical leaves and a dramatic increase in FMLA leave. He explained that the Fire Department has requested an additional \$40,000 to cover these additional overtime costs in 2013.

Mr. Ruggini explained that eight retirements were expected after September 1, 2013 and these retirements also increased the need for overtime. He noted that the \$40,000 increase is for the 2013 budget.

Ald. Donegan asked for clarification on the large reduction in employee benefits and the number of lieutenants listed in the budget narrative.

Mr. Ruggini explained that the reduction in Duty Disability is the reason for the large reduction in employee benefit expenses.

Asst. Chief Erke explained that the reorganization is based on attrition and noted that it will take three or four years to reduce both lieutenants and captains. He explained that a shift of workflow and a change in the way med units are staffed have allowed this reorganization. He noted that instead of a lieutenant, there will be a medic in charge of each unit.

Ald. Donegan asked if some fire stations will lack captains and asked who will be in charge.

Asst. Chief Erke explained that a lieutenant will be in charge, but the Fire Department will continue to adjust their staffing as they implement these changes.

Ald. Donegan remarked that the Fire Department is truly impressive and applauded the Fire Department for taking a 21st century approach.

Ald. Organ asked for clarification regarding the 2013 operating expenditures estimate increase and the capital outlay increase in 2013.

Mr. Ruggini said he would check and get back to the Committee regarding the 2013 operating expenditures.

Asst. Chief Case explained that the one-time expense for the dispatching software accounted for the capital outlay increase.

Ald. Organ inquired if the captain and lieutenant positions eliminated in the restructuring would still remain in the budget as fire fighters.

Asst. Chief Case confirmed that the positions would remain as fire fighters.

Ald. Wilson praised the Fire Department for assessing the costs of equipment maintenance and pulling forward the purchase of the ladder truck and an ambulance. He encouraged the department to continue this process and echoed praise for the Fire Department's dedication to reorganization.

Asst. Chief Erke thanked the Committee for approving the ladder truck purchase earlier in 2013. He noted that the current ladder truck was out of service for three months with an electrical problem, but the in-house mechanic was extremely dedicated and was able to resolve this electrical issue. He thanked the Committee for allowing the ladder truck to be pushed forward.

Mr. Archambo noted that Fire Department's expected 2014 expenditures are 9.4% higher than they were in 2002, but the amount of combined levy and undesignated revenue that goes to support fire services is down just over \$300,000 since 2002.

Mr. Ruggini remarked that the City rewards departments that remain flexible and contribute actively to the budgetary process. He noted that the Fire Department is extremely good to work with and he mentioned that they received a large federal grant in 2013 that freed funds in the Capital budget.

Ald. Wilson encouraged the Administration to continue rewarding those departments that act as good stewards of City funds like the Fire Department.

6. Information System and Equipment Reserve - 24-144 (held from September 12, 2013)

Ald. Wilson asked Staff if they had any updates or new information regarding this item.

Mr. Archambo stated there were no updates from Staff.

There were no questions or comments from the gallery.

Ald. Dubinski asked Mr. Archambo and Mr. Ruggini if a full-time IS position could be funded.

Mr. Archambo explained that a full-time position could probably be funded, but he suggested that the City should review what level of position to fill.

Mr. Ruggini noted that the City may want to consider increasing the IS position level to provide a more technically skilled individual. He explained that if the Committee is considering adding a position to budget, they may want to review positions that have been eliminated before adding new positions. He encouraged the Committee to hold this decision until after the City receives its general transportation aid notice from the State. He explained that City Staff recommend using any increase in these aids to increase the appropriated surplus supplied, but these funds could also be used to the fund the position.

Mr. Archambo noted that IS, human resources, communications, and development are four critical areas that the City has focused on, and will continue to focus on in the future. He noted that these areas are key to evolve the organization and face issues down the road. He explained that IS is a critical area that will support the City in the future.

Ald. Dubinski noted that the position will have access to sensitive information and the City would be better served by the qualifications necessary for a full-time position.

Mr. Archambo noted that even part-time tasks such as assigning passwords include sensitive information.

Mr. Ruggini remarked that the half-time position may attract a student in the IS field or a qualified individual with limited availability. He remarked that this position would be budgeted at \$36,000 for a full-time position and this amount is very low for the IS field. He noted that all parties agree additional IS support is needed for Police and Fire, but whether that support should be half-time or full-time is not clear.

Ald. Dubinski asked if more would be known in October.

Mr. Ruggini explained that the State will report the revenue amounts by October 1st.

Ald. Dubinski moved to hold the item and the Committee discussed how long to hold this item.

Moved by Ald. Dubinski, seconded by Ald. Tilleson
to hold the IS budget until September 26, 2013 - Ayes: 8

Ald. Donegan inquired if Ald. Dubinski's suggestion is to increase the 0.5 position in the IS budget to a full-time position regardless of any offset in the Police budget.

Ald. Dubinski confirmed his intention.

Ald. Hanson recalled that Mr. Otzelberger indicated his 0.5 position request was made based on budgetary limitations.

Ald. Dubinski noted that Mr. Otzelberger agreed that the increase to a full-time position is warranted.

RESULT:	HELD
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7. Crossing Guard - 01-214 (held from September 12, 2013)

Mr. Ruggini noted that State revenues will be reported by October 1st and explained that the Committee may choose to use excess funds to restore the \$10,000 budgetary reduction.

Ald. Wilke reminded the Committee of his recommendation to fund this reduction with revenue from Library after-school programming.

Ald. Wilson remarked that it is unlikely that the Ad Hoc Committee timeline will fit within the Budget Committee timeline.

Ald. Tilleson noted that state shared revenue was already reported for 2014 and the City received \$70,000 more than expected. He noted that these funds could be used to restore the \$10,000 budgetary reduction.

Mr. Ruggini reminded the Committee that the State general transportation aid amount is not yet known, and this large figure could also fluctuate up or down.

Moved by Ald. Tilleson, seconded by Ald. Hanson
to hold the Crossing Guard budget until September 26, 2013 - Ayes: 8

RESULT:	HELD
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8. City Hall Departments (held from September 12, 2013)

July 4th & Memorial Day - 01-522

Mr. Ruggini explained that the Fourth of July and Memorial Day budgets have no significant operational expense changes.

He noted that Hotel/Motel room tax was added to the Fourth of July and Memorial Day revenue this year. He explained that the City has designated these funds to demonstrate which departments contribute to Wauwatosa tourism. He noted that new state legislation forces the City to give more undesignated Hotel/Motel revenue to the Convention Bureau.

Ald. Wilson asked if the Hotel/Motel room tax is included in other departmental budgets.

Mr. Ruggini explained that Hotel/Motel room tax is also included in the 2014 budgets of Development, Police, Fire, and Public Works to demonstrate their role in Wauwatosa tourism.

Mr. Archambo explained that those funds would have previously appeared in an undesignated account and the City is now choosing to designate them.

Ald. Wilson thanked Staff for their budgetary advocacy and praised the decision to designate the Hotel/Motel room tax revenue.

Youth Commission - 01-113

Mr. Archambo explained the Youth Commission budget is a non-lapsing fund and was increased by the 2% operating increase allowed. He noted that there are ebbs and flows in expenditures due to the nature of the non-lapsing fund.

There were no questions or comments from the gallery or Committee.

Senior Commission - 01-115

Mr. Archambo explained that the Senior Commission budget is another non-lapsing fund and the operating expenditure was increased by \$60, or 2%.

There were no questions or comments from the gallery or Committee.

Mayor and Administration - 01-131 ; 01-132

Mr. Archambo noted that the Mayor could not attend this session of the Budget Committee, but offered to make comments regarding both the Mayor and Administration budgets. He asked that the Committee hold both budgets until the next session, so that the Mayor could also address any questions of the Committee.

Mr. Archambo explained that the number of employees remains the same, but the former full-time mayoral intern position was converted to a mayoral assistant position. He noted that the mayoral assistant position started as part-time in 2013 and is increased to full-time in the 2014 budget. He explained that the mayoral assistant position will assist with communications and is funded by both the Mayor (75%) and Administration (25%) budgets. He noted that the need for this position partly stems from the creation of the Ad Hoc Marketing Committee.

Mr. Archambo noted that staff development funding is held by the Administration budget until it is used by individual departments. He explained that there was spike in 2013 due to the cost of a Six Sigma training course completed by a small group of City employees. He described the training project of the first Six Sigma class completed in 2012. The 2012 class reviewed the collections process for electrical accident billing. The collections process was improved by billing estimated costs, instead of delaying the billing until actual costs are known. He explained that this one project is expected to improve revenue collection by \$50,000. He noted that six employees completed the second level of training in 2013, also known as green belt training.

Ald. Wilson asked how much the City paid for the Six Sigma course.

Mr. Archambo stated that the City paid \$17,000 for the training in 2013 and he noted that there are three additional efficiency projects currently in progress.

Mr. Archambo noted that the Administration budget includes a \$1,000 fee for the continuation of Center for Performance Measurement activities.

Mr. Archambo remarked that the Administration office strives to hire individuals who are pursuing higher degrees in the field, such as a Masters of Public Administration (MPA), to develop the City's future management ranks. He noted that Laura Marquardt in City Clerks, Elizabeth Hilt in Public Works, and Tony Brown in Administration are all recent graduates of MPA programs.

Ald. Donegan inquired why the number of employees have remained the same, but the wages have increased.

Mr. Ruggini explained that a full-time mayoral intern position was budgeted for in 2013. He noted that the mayoral intern position was converted to a mayoral assistant position, at a higher wage level, to better address the needs of the Mayor's office. He explained that the 2014 budget expands this higher position from half-time to full-time; therefore, the number of employees remains the same, but the wages increase.

Mr. Ruggini mentioned that one requirement of the Affordable Care Act, that is currently postponed, would mandate health insurance provision to all employees who work over 30 hours.

Mr. Archambo noted that the need for this position will be assessed each year. He explained that the position would be kept as long as the need is there.

Ald. Donegan asked if the full-time position would be necessary if there was no Ad Hoc Marketing Committee.

Mr. Archambo explained that the position assists the Marketing Committee, but noted that there are City communication needs beyond the ad hoc committee. He noted that the 2013 Common Council budget included \$35,000 to hire an individual dedicated to construction project communications.

Mayor Ehley arrived at 8:58 p.m.

Mayor Ehley explained that the full-time intern position was allocated in the Mayor's budget, but she chose to assess the needs of the City instead of immediately hiring an intern. During her first year as Mayor, she realized that the City was in need of an educated, marketing and communications professional to help market the City. She remarked that the individual hired in the position immediately assisted with several major City communications including reassessment notices, water rate change notices, and the City website's frequently asked questions. She explained that Wauwatosa requires both marketing and communications support to recruit and retain both residents and businesses.

Ald. Wilson asked if the cost increase is due to an increase in wages, or the position's increase from half-time to full-time.

Mayor Ehley explained that the position was hired at the higher mayoral assistant rate in 2013 and will increase from half-time to full-time in 2014.

Mr. Archambo noted that the mayoral intern was a full-time position, but was not eligible for benefits. He explained that the cost of this position is housed in the Administration and Mayor budgets, but the position supports all City departments and ensures that consistent messages are conveyed by the City.

Mayor Ehley noted that she contacted communication firms regarding project-based communications and the quotes for these services were much higher than the cost of this position. She remarked that the position will also support the Ad Hoc Marketing Committee. She noted that the talented and professional individuals on the Ad Hoc Marketing Committee are working to market Wauwatosa and update Wauwatosa's brand. She suggested that the aldermen attend one of those meetings to get an idea of the Ad Hoc Marketing Committee goals.

Mr. Archambo agreed that the aldermen would get a better understanding of the City's communication and marketing needs by attending one of the Ad Hoc Marketing Committee meetings.

Ald. Donegan inquired if there is funding budgeted for communication efforts.

Mayor Ehley explained that the costs related to communications, such as printing, are already budgeted in each departmental budget. She noted that the Marketing Committee has not yet established a plan, so the funding needs are unknown.

Mr. Archambo noted that the Development Department budget includes funds for the execution of communication activities.

Ald. Donegan asked how much funding the Marketing Committee has access to for communication and marketing initiatives.

Mr. Archambo explained there is a pool of resources in the Common Council budget and the Development Department budget.

Mr. Ruggini explained there was \$35,000 budgeted in the Common Council budget in 2013 and \$20,000 in the Development Department budget, but those funds are not reserved solely for the Ad Hoc Committee.

There were no questions or comments from the gallery.

Ald. Tilleson remarked that the Legislation, Licensing and Communications Committee (LLC) already exists and suggested that there should be more interaction between the Ad Hoc Marketing Committee and LLC. He noted that there should be more communication between the Mayor's office, LLC, and the Ad Hoc Marketing Committee.

Mr. Archambo noted that the Ad Hoc Marketing Committee was created by LLC and is an extension of that Committee.

Mayor Ehley noted that the Ad Hoc Marketing Committee just started meeting and they have committed to meet twice a month for the next four months. She agreed that the Ad Hoc Marketing Committee and LLC must determine how to communicate.

Ald. Wilke asked why there are subcommittees of committees instead of the Committee working on the issues or items themselves.

Mayor Ehley explained that the Marketing Committee was created by LLC and was asked to come back with recommendations. She noted they have only met three times, so they have not yet reported to LLC.

Mr. Archambo noted that there are two school-associated members on the Marketing Committee and remarked that the Committee is a partnership between the City and the school district.

Mayor Ehley noted that the Ad Hoc Marketing Committee is discussing community wide issues.

Ald. Wilson stated that Ad Hoc Committees should be formed when they are necessary and agreed that the City must have strong communications, specifically for economic development. He expressed concern that the Ad Hoc Marketing Committee has not communicated with LLC and he expressed concern that \$60,000 is budgeted for their use.

Mayor Ehley clarified that the Ad Hoc Marketing Committee was only recently appointed and they have met frequently since appointed, with three meetings in the last five weeks. She noted that the Ad Hoc Marketing Committee is not aware of the amount budgeted and do not have those budgeted funds at their disposal.

Ald. Wilson suggested that LLC put an item pertaining to the communication between the Ad Hoc Marketing Committee and LLC on their next agenda. He suggested that the Mayor and Administration budgets be held until this discussion has occurred.

Ald. Donegan suggested that this discussion would take more than one meeting and asked what LLC would be expected to report back. He asked if LLC should evaluate the appropriateness of the increased expenditure in the Mayor's budget for the mayoral assistant position.

Ald. Wilson stated he would like to know what the LLC's position is, or their preliminary thoughts, regarding the mayoral assistant position and the other budgeted line items related to communications.

Ald. Tilleson inquired if the LLC should have a question and answer item on September 24th and return with their findings to Budget Committee on September 26th.

Ald. Wilson noted that the timeline is short due to the week by week nature of Budget Committee, but he explained that any insight from LLC would be appreciated.

Mayor Ehley suggested that the two aldermen appointed to the Ad Hoc Market Committee should attend LLC and discuss these issues on September 24th.

Ald. Wilson agreed that discussion between the alders appointed to the Ad Hoc Marketing Committee and LLC would be beneficial.

Moved by Ald. Wilson, seconded by Ald. Tilleson
to hold the Mayor and Administration budgets until September 26, 2013- Ayes: 8

RESULT:	HELD
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Non-Departmental

Remission of Taxes

Mr. Ruggini explained that there is zero budgeted for Remission of Taxes in 2014. He explained that the amount is unknown and will be established after Board of Appeals, so nothing is budgeted.

Contributions for Uncollectibles

Mr. Ruggini explained that the City budgets \$15,000 each year for revenue that the City deems uncollectible.

MADACC - 01-624

Mr. Ruggini explained that the Milwaukee Area Domestic Animal Control Commission (MADACC) is an intergovernmental cooperation and the budgeted amount is Wauwatosa's portion of their operating budget. He noted that Derik Summerfield is Wauwatosa's representative on the MADACC board. This year Mr. Summerfield voted against the 2014 MADACC Budget because MADACC set aside funds for future construction in Debt Service, instead of Capital Outlay. This budgetary decision resulted in a \$12,000 cost increase for Wauwatosa. He remarked that the City has no issue with MADACC's need for infrastructure improvement, but disagreed with their budgetary decision.

Ald. Wilson asked if Wauwatosa can fight against paying the additional \$12,000.

Mr. Ruggini explained that Wauwatosa has no other authority to fight this cost, but voted against the budget to indicate Wauwatosa's disapproval.

Ald. Organ asked why the pet license fee revenue is not shown in the MADACC budget and asked what portion of the MADACC expense is covered by pet license revenue.

Mr. Ruggini explained that the pet license revenue is listed in the Treasurer's office budget. He noted that the City only retains a portion of the license sale revenue and the City's revenue portion is approximately \$15,000 each year.

Internal Granting - 01-626

Mr. Ruggini explained that Internal Granting is used to support additional projects in departments.

Mr. Ruggini noted that 2013 internal grants were awarded to the Health Department for health license database expansion, IS and Public Works for the design of a new server room, and Public Works for the purchase of anti-icing equipment for a pilot program.

Mr. Ruggini explained that the 2014 internal grant program will fund a fleet pilot program to test the cost efficiency of hybrid and electric vehicles, phase II of lighting upgrades in the Public Works complex, replacement of a Parks Department boiler, remodeling of the IS server room, and the purchase of another license plate reader for the Police Department. He noted that there is a balance of unallocated funds for additional projects in 2014.

Ald. Birschel inquired why the 2014 levy on the budget snapshot did not match the tax levy listed in the budget summary table.

Mr. Ruggini explained that it was an error and noted that the 2014 tax levy should be listed as \$221,009.

Ald. Organ asked for clarification regarding the lighting upgrade pay back year. She noted that the annual savings and pay back year do not match up.

Mr. Ruggini recalled that there is a 3% escalator on the \$3,411 estimated annual savings and said he would double check the figures.

Debt Service - fund 02

Mr. Ruggini explained that Debt Service is a new narrative in the budget. He noted that this budget includes existing debt through 2013 because debt issued in 2014 will not be paid for until 2015. He explained that existing outstanding tax levy debt, paid for by tax levy, equals \$34,647,000 and the City's total debt will equal \$91,064,000 at the end of 2013. He noted that there may be additional debt issued in November 2013. He explained that there was movement between categories when the City refinanced of the Build America Bonds (BAB) in 2013 and replaced them with tax exempt bonds.

Mr. Ruggini explained that Debt Service is funded by several mechanisms including property tax levy and transfer of funds from the Amortization fund. He noted that the budget assumes that the amount transferred from the Amortization fund to Debt Service equals the amount going into the Amortization from interest earnings. Therefore, the transfer is decreasing \$271,000 due to the drop in expected interest earnings and additional property tax levy is required to support the Debt Service fund.

Ald. Donegan asked if the \$110,000 listed as BAB in the Budget Summary is federal stimulus money.

Mr. Ruggini explained that the federal stimulus continues for the life of the bond, but he noted that the federal sequester may negatively affect receipt of these funds. He explained that the City made a good decision to call and refinance some of the BABs earlier this year.

Ald. Donegan inquired what revenue source supports the Amortization fund.

Mr. Ruggini explained that the Amortization fund's revenue source is interest earnings. He explained that a few non-general funds must have some interest allocated to them, but the majority of interest earnings are placed in the Amortization fund. He noted that the Amortization fund balance is projected to be \$7.2 million at the end of 2014. He explained that the benchmark is to have 100% of the City's principal and interest set aside each year, and this amount is 92%. He explained that the Amortization fund is viewed favorably by rating agencies because it is included in General Fund balance.

Ald. Donegan inquired how much revenue is transferred into the Amortization fund each year.

Mr. Ruggini explained that the 2014 budgeted revenue for the Amortization fund is \$620,000. He noted that the amount of revenue fluctuates and the City will not be able to make purchases out of this fund for five to six years. He explained that the debt coverage ratio will drop because the debt service will go up and the Amortization fund will remain constant. He noted that when the City issues debt, they receive a bond premium and he intends to push that bond premium, with Council approval, into the Amortization fund as another revenue source.

Ald. Donegan asked what revenue source funds the Parks Reserve.

Mr. Ruggini explained that the Parks Reserve is funded by both property tax levy and stadium revenue. He noted that the stadium brings in approximately \$125,000 annually.

General Liability - fund 08

Mr. Ruggini explained that there is movement between funds. He explained this fund is used when a City employee causes injury or damage to a private entity or individual. He noted that the City is having a good year for General Liability in 2013. He noted that, if there is a surplus, he will suggest moving any surplus into workers compensation.

Mr. Ruggini noted that the amount of claims incurred by each department is listed in the budget. He explained that this is a new budget feature and noted that departments will be held responsible for the full amount of each claim.

Mr. Archanbo explained that this form of budgeting will hold each department responsible for their portion of the claim burden.

Moved by Ald. Ewerdt, seconded by Ald. Birschel
to recommend approval of the Health Department, Assessor's Office,
Police Department, Fire Department, July 4th and Memorial Day,
Youth Commission, Senior Commission, Remission of Taxes,
Contributions for Uncollectibles, MADACC, Internal Granting,
Debt Service, and General Liability budgets- Ayes: 8

The meeting adjourned at 9:50 p.m.

Carla A. Ledesma, CMC, City Clerk