

CITY OF WAUWATOSA

MEMORIAL CIVIC CENTER
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BUDGET & FINANCE COMMITTEE MEETING

Tuesday, June 11, 2002

Committee Room #2

PRESENT: Ald. Bruderle-Baran, Casey, Grimm, Matthews, McCarthy, Stepaniak, Subotich - 7

EXCUSED: Ald. Jenkins

ALSO PRESENT: T. Wontorek, City Admin.; A. Kesner, City Atty.; R. Braier, Compt./Treas.; W. Kappel, Dir. of Public Works; R. Stingl, Fleet, Traffic & Maint. Supt.; Capt. J. Bozicevich, Police; N. Welch, Comm. Dev. Dir.

Ald. Stepaniak as Chair called the meeting to order 8:08 p.m.

Fleet rental rates

Mr. Braier reported that the Equipment Rental Rate Analysis contains information that is typically sent for review and approval to each department renting fleet vehicles. He chose the Class 1 patrol vehicles to use as an example in explaining how the analysis is done. He said the history of Class 1 begins with a negative balance of -\$93,052. During the course of the year they had a loss of -\$108,795 which produced a balance of -\$201,847. He said that last year was an average year. In describing the equipment profit and loss spreadsheet, he said they look at all the information and the individual vehicles in each class. The vehicles are all listed by number and show the expenses and the overhead factor attributable to repairs for that vehicle. They come up with total expenses and total revenue to show that each car has a profit and loss. He said that some vehicles generate a profit and some do not. That is why they look at them as a class to get a picture of the average. In response to questions from the committee regarding maintenance, gas and repairs, Mr. Braier said the sheet illustrates how vehicle number P-105 did in 2001 with the total expenses. He said the overhead factor is the multiplier against repairs for that vehicle. The revenue is the actual mileage times the rate. In response to questions regarding the total expenses, Mr. Braier said they are able to go into more detail as to how many times the car was fueled, etc. With this information they try to figure how much revenue a particular car needs to generate. The patrol cars are charged a monthly rate. He said they are applying that concept through all the classes this year. They project the estimated profit or loss yearly. He said the analysis he just described is done with every vehicle group. They also look for things from year to year like mileage fluctuation. He pointed out that this past winter the mileage was somewhat low for the snowplows. They try to look at a three or four year average for each class to prevent a roller coaster effect.

Ald. Grimm asked about the impact on the budget if a city vehicle is damaged in an accident. Mr. Braier responded that if the city repaired the vehicle in order to continue to use it, the cost would go against the overhead. Ald. Bruderle-Baran asked if the budget is adjusted to reflect the actual usage of the fleet. Mr. Braier replied that the fleet has its own fund balance so that it can fluctuate independently. In response to questions regarding fleet maintenance in other municipalities, Mr. Braier said that if the fleet were below 200 vehicles a different process would suffice; however, if the fleet is above 200 this is the better process for analysis. Mr. Kappel said that the rates are set first and then the operating budget. It is all based on estimates. He added that there seems to be a growing move towards centralized fleet management in bigger municipalities. Mr. Braier explained that the biggest advantage with the system the city uses is that if a department needs a dump truck, etc. it is readily available.

Ald. McCarthy asked how this information is communicated to the departments at budget time. Mr. Braier explained that they tell each department the rates and then the departments can calculate what that would mean for their own budgets. In response to questions regarding hourly rates, Mr. Braier said they no longer have hourly rates. The departments get a flat rate per month. Ald. Grimm asked if the city has any equipment that would be too expensive to rent. Mr. Braier said that fleet maintenance has looked at those vehicles and moved out the ones that are expensive. Ald. Grimm asked about space rental. Mr. Braier responded the vehicles such as the police SWAT van do pay space rental charges. Ald. Casey observed that overhead was the best estimate of the cost of personnel, benefits, etc. to maintain the fleet in total.

Mr. Kappel told the committee that they are looking at disposing of equipment that is underused as well as trying not to buy pieces that have the potential to be underused. Ald. Casey asked if the City of Milwaukee uses this system. Mr. Kappel answered yes and added that they have analyzed the fleet rental rates against having to rent from outside sources. He said the city is better off having the equipment at hand than departments having to hunt for equipment every time they need it. In regards to any deficits, Mr. Braier said they want to relieve any deficits over a four-year period and not try to do it all in one year.

Moved by Ald. McCarthy, seconded by Ald. Casey to accept the report - 7

Payment of \$1,209 for additional pavement marking at the Blue Mound Road and Glenview crosswalks

Mr. Kappel said that he authorized Crowley Construction Corp. to do additional pavement marking at the Blue Mound Road and Glenview Crosswalks. He said that when the company was out cleaning and striping the street they called to say that the striping was not up to Wauwatosa standards. He recommended that the invoice be paid out of this year's account for pavement marking.

Moved by Ald. Bruderle-Baran, seconded by Ald. Matthews to recommend approval of payment of \$1,209 for additional pavement marking - 7

Amendment No. 7 to agreement for Real Estate Services for Phase 3 of the Wauwatosa Flood Mitigation Project

Ms. Welch told the committee that in Phase 2 of the ongoing Hart Park project, the city has acquired and demolished 45 properties for the flood mitigation program. Phase 3 covered the acquisition of ten properties east of 68th Street plus Tosa Gas and the adjacent property. The city has hired the HNTB Corp. to complete the acquisition and relocation process. She said that several items were added to the original Scope of Services in the agreement. HNTB Corp. is requesting an amendment to their contract to cover these additional services. The city needs to do an environmental assessment of the acquired land. She said that another item that increased expenses was the need to acquire additional easements and additional land along the Menomonee River. The total amount of this contract amendment will be \$129,000. She recommended approving the amendment with two conditions: 1) the Milwaukee Metropolitan Sewerage District (MMSD) approve additional funding to cover the expenses and 2) contingent upon a new intergovernmental agreement between the MMSD and the city for land acquisition and environmental remediation.

In response to questions regarding the land acquisition, Ms. Welch explained that the original agreement did not cover the acquisition of land along the Menomonee River. The county made it known that they wanted that land acquired and the city agreed on the condition that the MMSD repair the river bank which has deteriorated over the years.

Moved by Ald. Matthews, seconded by Ald. McCarthy to recommend approval of Amendment No. 7 contingent upon: 1) Milwaukee Metropolitan Sewerage District (MMSD) approval of additional funding to cover the expenses and 2) a new intergovernmental agreement between the MMSD and the city for the acquisition and environmental remediation - 7

Vouchers

<u>NAME</u>	<u>AMOUNT</u>	<u>FOR</u>
R. Sadowski	\$43.23	Police - 5/20-5/24/02 - WCTC, Pewaukee Basic SWAT Training
J. Karius	\$32.98	Police - 5/20-5/24/02 - WCTC, Pewaukee Basic SWAT Training
C. Galloway	\$195.00	Health - 6/10-6/13/02 - Wisconsin Dells WI Public Health Assoc. Annual Conf. 2002
S. Javoroski	\$26.21	Health - 5/17-5/18/02 - Oconomowoc Communicable Diseases Spring Seminar 2002
L. Nielsen	\$26.06	Health - 5/17-5/18/02 - Oconomowoc Communicable Diseases Spring Seminar 2002
M. Swanson	\$27.03	Health - 5/17-5/18/02 - Oconomowoc Communicable Diseases Spring Seminar 2002
J. Bozicevich	\$75.00	Police - 5/14/02 - Milwaukee Labor and Employment Symposium
D. Redman	\$105.00	Fire - Jan.-May 2002 - various locations Monthly Milwaukee County Chiefs meeting & Joint Milw/Waukesha meeting
M. Meske	\$26.06	Health - 5/17-5/18/02 - Oconomowoc Communicable Diseases Spring Seminar 2002
S. Kirby	\$44.67	Police - 5/20-5/24/02 - WCTC Basic SWAT Training
J. Short	\$48.90	Police - 5/19-5/24/02 - Shawano Advanced Firearms Instructor Training
A. Lederich	\$80.00	Fire - 5/14-5/16/02 - Appleton WI Assoc. of Emergency Vehicle Tech. Sem.
J. Roberts	\$239.90	Fire - 5/14-5/16/02 - Appleton WI Assoc. of Emergency Vehicle Tech. Sem.

<u>NAME</u>	<u>AMOUNT</u>	<u>FOR</u>
T. Oztelberger	\$67.44	Info. Systems - 5/9/02 - Lombard, IL Unisys Conference
M. Schultz	\$120.00	Police - 4/29-5/3/02 - Appleton Simunition Instructor Course

Moved by Ald. Casey, seconded by Ald. Grimm that the vouchers
be allowed and paid - 7

The meeting adjourned at 8:39 p.m.

Carla A. Ledesma, City Clerk
City of Wauwatosa

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