

CITY OF WAUWATOSA

MEMORIAL CIVIC CENTER
7725 WEST NORTH AVENUE
Telephone: (414) 479-8917
Fax: (414) 479-8989

BUDGET & FINANCE COMMITTEE MEETING

Tuesday, December 9, 2003
Committee Room #2

PRESENT: Aids. Casey, Grimm, Jenkins, Matthews, McCarthy, Subotich – 6

EXCUSED: Aids. Bruderle-Baran, Stepaniak

ALSO PRESENT: T. Wontorek, City Admin.; A. Kesner, City Atty.; R. Braier, Finance Dir.; W. Kappel, Public Works Dir.; Chief B. Weber, Police; Capt. J. Reit, Police; J. Wojcehowicz, Water Supt.

Ald. Stepaniak as Chair called the meeting to order at 8:25 p.m.

2004 Consolidated Fee Schedule

Mr. Wontorek said the consolidated fee schedule is an outline of the various fees that the city charges for services and rentals. There are numerous changes for 2004 in the facilities rental category. He said the 2004 budget was predicated in part on the changes in service fees and facility rentals.

Ald. Jenkins asked about the increase in the cost to residents for the flu vaccine. Mr. Wontorek responded that the cost of the vaccine has risen and most cities have increased their flu vaccination fees.

Moved by Ald. Casey, seconded by Ald. McCarthy to recommend approval of the 2004 Consolidated Fee Schedule --

Ald. Casey observed that many of the fees have had minimal increases. Mr. Kappel noted that his department has increased back yard trash pick up fees. He added that this service is provided at no charge for those who qualify for a hardship exemption due to documented age, disability and/or income level related problems.

Ald. Matthews asked if the facilities rental fees are consistent with rentals charged by other cities. Mr. Kappel responded that the fees are modest and comparable to what other cities charge.

Vote on the motion was Ayes: 6

Police department revenue update

Mr. Wontorek reported that revenue from parking enforcement is lagging behind 2003 estimates. As of November 1st, the city has received \$330,000 in parking revenue. At the current pace, the total parking revenue for the year should be approximately \$400,000. The projected revenue amount was \$485,000 which means a shortfall of \$85,000. He said due to an increase of \$21,000 in false alarm fees, the actual shortfall will be approximately \$56,000. He added that this shortfall is the only goal the department has not met.

Capt. Reit said the figures quoted in his memo were from the end of October. Parking revenue is projected to be slightly higher by the end of the year so the shortfall will be slightly reduced.

It was the consensus of the committee to accept the report.

Carryover of funds to purchase replacement in-squad video camera systems

Mr. Wontorek said Capt. Reit has requested to carryover funds in order to replace 8-year old VHS cameras with digital cameras in the squad cars. He reiterated his comments regarding the parking enforcement revenue shortfall.

Capt. Reit said the police department was very fortunate to have received the original ten cameras through a donation. The city added 5 more for a total of 15. He said the cameras are a very valuable tool for the department. He gave examples of how cameras in the squads have helped in criminal prosecutions. He said the VHS tapes cannot be repaired. He explained that the VHS format is unreliable during very cold weather; however, the digital format does not have temperature related problems. During the 2003 budget executive review, a plan was formulated to fund this purchase with budgeted 2003 money including deferring filling certain personnel vacancies. He said there will be no cost impact to the city. He was concerned that if the funding were used to make up the revenue shortfall, the department would only be able to replace two cameras.

Ald. Jenkins asked if the department could purchase half the cameras this year and half next year. Capt. Reit responded that if they were to do that, it would be impossible to predetermine that only squads with the new, more reliable, digital equipment would respond to serious incidents. They would also be using two different generations of equipment. Ald. Jenkins thought this would be a valuable purchase for the police department.

Moved by Ald. Grimm, seconded by Ald. McCarthy to recommend approval to carry over funds from the 2003 In-squad camera replacement account to 2004 for the purchase of replacement in-squad cameras – 6

Renewal of two-year contract with Roto-Graphic Printing

Mr. Wontorek said they reviewed the bid proposals for printing the city newsletter. He recommended renewing the contract with Roto-Graphic Printing based on their low bid and the level of service they have provided to the city.

Moved by Ald. Casey, seconded by Ald. McCarthy to recommend approval to renew the two-year contract with Roto-Graphic Printing – 6

Phase III Environmental Site Assessment (ESA) to interconnect existing water mains in N. 119th Street from W. Capitol Drive to the Harley Davidson property

Mr. Wojcehowicz said the city plans to interconnect existing water mains in N. 119th Street from W. Capitol Drive to a point near the north end of the Harley Davidson property. As part of the Phase III Environmental Site Assessment (ESA), additional soil borings will fully characterize the soils in the proposed water main alignment for the Wisconsin Department of Natural Resources (DNR). The DNR will give regulatory approval for the classification and treatment of the excavated soil. The department as already contracted with K. Singh & Associates, Inc. to perform a Phase I and Phase II ESA. He recommended continuing the department's working relationship with K. Singh & Associates, Inc. for Phase III of the ESA and also to include regulatory coordination for the water main extension project.

Moved by Ald. McCarthy, seconded by Ald. Jenkins to recommend approval to retain K. Singh & Associates, Inc. for Phase III of the ESA and regulatory coordination for the water main extension project --

Ald. Matthews asked if the funding was in the budget. Mr. Wojcehowicz replied that the money has been appropriated.

Vote on the motion was Ayes: 5, Noes: 0, Present: 1 (Casey)

Carryover of funds from the 2003 Engineering Sundry Contractual Services Account for the 2004 construction season

Mr. Kappel said the amount they anticipate to carry over is approximately \$25,000. He was informed by Mr. Braier that if the engineering department did not identify the specific projects the money would be used for, his recommendation would be to deny the carryover request. Mr. Kappel outlined the various projects the carryover funding would pay for including: 1) NR 216 permit compliance, 2) WPDES permit compliance, 3) 124th Street hydraulic analysis, 4) sampling storm water outfalls, 5) rerating of two bridges, and 6) an increase in Digger's Hotline requests.

Moved by Ald. McCarthy, seconded by Ald. Jenkins to recommend approval of the carry over of funds from the 2003 Engineering Sundry Contractual Services Account for the 2004 construction season – 6

Reclassification of six laborer I positions in the public works operations division to laborer II

Mr. Kappel said he would like to reclassify six laborer I positions to laborer II. His plan is to have only one laborer classification at the field level. He said the basic difference between a laborer I and a laborer II is the necessity to possess a Commercial Driver's License (CDL). This license allows employees to drive the larger pieces of equipment such as garbage packers and most of the dump trucks used for snow plowing. As the department has begun to trim positions, it is becoming increasingly important that every employee has the ability to drive the larger vehicles. Two different laboring positions in the department are no longer relevant or practical. In order to assure the orderly transition to some of the budget reductions, it is important that the department move to one laboring classification as soon as possible.

Mr. Kappel said the total cost of the change is slightly less than \$6,000 with \$3,000 needed for the cost of benefits. He requested authorization to enter into discussions with AFSCME AFL-CIO, local 305, in order to formulate a Memorandum of Understanding (MOU) regarding the reclassification. He will then submit the MOU to the committee.

Ald. Jenkins said this request was recommended for approval by the Employee Relations Committee.

Moved by Ald. Jenkins, seconded by Ald. Casey to recommend approval of the reclassification of six laborer I positions to laborer II – 6

City of Wauwatosa participation as a partner supporting WASTECAP Application for Environmental Protection Agency (EPA) Office of Solid Waste Emergency and Response (OSWER) Innovation grant

Mr. Kappel said that due to time constraints, he has already submitted some required data to the Environmental Protection Agency (EPA) in order to apply for the grant. There is no cost to the city. He would like authorization to partner with other municipal and governmental private agencies to Support WASTECAP's application for an EPA Office of Solid Waste & Emergency Response (OSWER) Innovation Grant. He said the public works program analyst has been working with WE Energies, Minergies electric power plant in Neenah, the UW extension and WASTECAP as well as others running preliminary tests to find ways to use the city yard's wood waste as a fuel source for producing energy.

Moved by Ald. McCarthy, seconded by Ald. Casey to recommend approval for city participation as a partner supporting a WASTECAP Application for EPA OSWER Innovation grant --

Ald. Casey asked what percentage of wood waste has been ending up in the landfill. Mr. Kappel responded that they produce more wood chips than the residents demand. They are also using the wood chips in landscaping.

Vote on the motion was Ayes: 6

Transfer of funds to purchase LED signals for public works traffic and electrical section

Mr. Kappel said this program brings a cost savings with each signal light that is installed. The advantages to switching to LED signals are: 1) LED bulbs last from 5-15 years with an average life expectancy of 10 years compared to incandescent bulbs that last about 2,000 hours, 2) LED lamps burn brighter than incandescent bulbs, can be seen better in inclement weather and from farther away, 3) LED bulbs use about 1/10th the energy of incandescent bulbs. There is no fiscal impact in that the funds already exist in the 2003 budget. The fund transfer would allow for about a third of the signal lights to be replaced with LED lights. These funds should then be carried forward into 2004 to allow adequate time for the purchase. He recommended approval of the fund transfer and to carry over the funds to 2004. Mr. Kappel added that the replacements can be done in-house without the need for outside labor.

Moved by Ald. Jenkins, seconded by Ald. McCarthy to recommend approval of the fund transfer and to carry over the funds to 2004 for the purchase of LED signal lights – 6

Vouchers

<u>NAME</u>	<u>AMOUNT</u>	<u>FOR</u>
P. Leist	\$30.00	Police – 10/13-10/15/03 – Lake Delton Forum on Youth Violence
W. Rice	\$135.00	Fire – 10/8/03 – Milwaukee County Monthly meeting
R. Cepican	\$56.35	Police – 11/9-11/14/03 – Fort McCoy Vehicle Dynamics
W. Wehrley, P. Pyne J. Marks, B. Kelly	\$280.00	Engineer. – 11/19-11/20/03 – Milwaukee Asphalt Paving Conference
W. Wehrley	\$295.00	Engineer. – 11/12-11/17/03 – Brookfield CE Course – Traffic Signal Design and Oper.
N. Welch	\$1,318.72	Comm. Dev. – 3/29-4/2/03 – Denver, CO National Planning Conference
L. Hudson	\$38.22	Police – 11/17-11/21/03 – Racine Adv. Homicide & Forensic Death Invest.
S. Presnal	\$80.00	Inspec. – 12/3/03 – Waukesha Continuing Education License Requirements
R. Cepican	\$36.22	Police – 12/1-12/3/03 – MATC Instructor Development

<u>NAME</u>	<u>AMOUNT</u>	<u>FOR</u>
J. Gibbs	\$38.55	Police – 11/17-11/20/03 – Cedarburg Field Sobriety Testing/Drugs that Impair Driving Course

Moved by Ald. Casey, seconded by Ald. Jenkins that the vouchers
be allowed and paid – 6

The meeting adjourned at 9:10 p.m.

Carla A. Ledesma, City Clerk
City of Wauwatosa

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