

**FINANCE, LICENSE & REGULATION COMMITTEE BUDGET WORKSHOP
TUESDAY, OCTOBER 1, 2013 – 10:00AM
ROOM 2-A, CITY HALL**

Chairman Hill calls the meeting to order at 10:02 a.m.

Roll Call. Present: Alderman Kupsik, Lyon, Hougen, Mott and Hill. Also in attendance: City Administrator Jordan, Comptroller Pollitt, and Deputy Clerk Roenspies.

Comments from the public as allowed by Wis. Stats. §19.84(2), except for public hearing items. Comments will be limited to 5 minutes. None.

Review/Discussion of departmental budget requests submitted for Budget Year 2014

Jim Gee presented the proposed 2014 budget for the Museum. Mr. Gee said the museum is doing significantly better than last year and they are in the black. He explained that income and expenses vary from year to year. The Director is still working for nothing which is a large savings. Dale Beulter is putting in a lot of time on incurring new exhibits. The museum has also experienced unexpected attendance, membership, major contributors and endowments this year. Mr. Gee added that receiving a subsidy from the City gives benefactors and contributors confidence which encourages funding. The Museum budget request is that same as last year.

Police Chief Rasmussen and John Peters presented the proposed Emergency Management budget. Chief Rasmussen said there is not a lot of change. There will be some increases due to the One-Call system, replacement of expiring pandemic supplies and the new Public Private Partnership requirements. Comptroller Pollitt felt the amount for salaries might be light. Chief Rasmussen said they are asking for a 2% increase for John Peters.

Police Chief Rasmussen and Lt. Ed Gritzner presented the proposed budget for the Police Department. Chief Rasmussen said calls through July were up 10% and arrests are down. He feels utilizing more reserve officers has helped and is asking for an increase of about \$12,000 for more reserves which is much less than a full-time new position. Revenue accounts include such things as grants, reimbursements, state grants, seizures, wage reimbursements, lock-out fees, blood draw reimbursements, communications services, soft vest donations and grants, and property sales. Expenses that will increase include salaries, extra reserves, crossing guards, communications fees for 911 system, fuel, maintenance of squad cars, training for Lexipol system, applicant expense, copies, and mandatory soft vests. Capital projects will be coming from the \$90,000 levy and will include buying one truck, additional 911 replacements, computers, copier replacements, half of the cost of an electronic gate for the impound lot with the Street Department paying the other half and ballistic glass for the dispatch window. Alderman Kupsik felt the window would be added right away and wondered if that should come out of the City Building budget. Chief Rasmussen was asked if he thought hiring a City mechanic would be a good idea; he said it is if you get the right mechanic.

Fire Chief Brent Connelly presented the proposed budget for the Fire Department. He explained what paid on-premise means; the firehouse is staffed weekdays from 7:00am to 7:00pm. 55% of their calls come in during this time; 23% come in on weekends, and 22% between 7:00pm and 7:00am weekdays. This is paid for by ambulance calls. Revenue increase is expected to be \$53,500.00 over last year which includes increases in inspection fees, fire and EMS billing, fire sprinklers and township revenue from emergency calls. Expenses are expected to remain the same. The only new item is the Pro Phoenix contract increase, the cost of which is being covered from the Operating Budget. Capital projects will remain the same including hose and nozzles; mobile gear and printers for fire inspectors; dive equipment; buildings and grounds, seals and coatings for parking; and tuck pointing for exterior soffits. Chief Connelly also felt a City mechanic would be a great benefit to the City as long as they could do pump testing and preventive maintenance.

City Clerk Mike Hawes and Treasurer presented the proposed budget for the Clerk/Treasurer Department. Since the Treasurer position will combine with the Deputy Clerk position on May 1, 2014, the proposed budget includes all treasurer-related expenditures except for wages and benefits from January through April. The City Clerk and Deputy Clerk/Treasurer salaries are not set at this time but the budget will need to consider the Deputy Clerk changing from 37.5 hours per week to 40. City Clerk Staff wages reflects a 6.25% increase due to increase to 40-hour week. City

Clerk Seasonal Wages proposes a 66.67% increase with funding split between Clerk/Treasurer and Comptroller budgets. Other increases include poll workers fees; municipal codification because of a higher volume of ordinances; license/support expense including Laser fiche, License Manager and the new County tax program; and miscellaneous expense due to potential unknowns involved with combining Clerk and Treasurer offices. Decreases or no changes are expected in insurance deductible reimbursements, ballots and election expenses, office supplies, postage, travel and mileage.

Hougen/Kupsik motion to Adjourn at 12:17 p.m.. Unanimously carried.

/s/Artis M. Roenspies, Deputy City Clerk

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED
BY THE FINANCE, LICENSE & REGULATION COMMITTEE**