

**PROCEEDINGS OF THE CITY OF NEW BERLIN
COMMITTEE OF THE WHOLE
BUDGET WORKSHOP MEETING**

**Tuesday, September 19, 2006
5:00 PM**

**NEW BERLIN CITY HALL
COMMON COUNCIL CHAMBERS
3805 SOUTH CASPER DRIVE**

CALL MEETING TO ORDER

Mayor Jack F Chiovaturo called the meeting to order at 5:05 PM.

ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Present: Aldermen Hopkins, Gallagher, Harenda, Hegeman, Moore and Ament. Alderman Augustine arrived at 5:14 PM.

Others Present: Director of Community Development Greg Kessler, City Engineer JP Walker, Inspection Services Manager Bob Sigrist, Division Engineer Ron Schildt, Streets Supervisor Don Ullman, Director of Parks Recreation and Forestry Mark Schroeder, Accounting Manager Ralph Chipman, IT Director Nick Roethel, City Clerk Marilyn Gauger, Police Chief Steve Morris, Police Captain Frank Zsohar, Librarian Katie Schulz, Deputy Librarian Melissa Schneider, Fire Chief Ed Dobernig, Fire Department Office Coordinator Deb Delikat, Assessor Paul Koller, Human Resource Director Tami Potkay, Maintenance Facilities Director Bob Schulpius, Stormwater Engineer Eric Nitschke, Stormwater Supervisor Chuck Trevorow, Planning Services Manager Nikki Jones, Municipal Court Manager Mary Ann Rozman and Utility and Streets Office Coordinator Sue Hanley.

Mayor Chiovaturo read his Executive Budget Narrative. This narrative is on the City's website at www.newberlin.org

**REVIEW, DISCUSS AND POSSIBLE ACTION ON THE FOLLOWING DEPARTMENT
PROPOSED 2006 BUDGETS:**

➤ **MAYOR'S OFFICE/COMMON COUNCIL/CUSTOMER SERVICE**

Mayor's budget is a decrease from \$223,119 to \$221,531. The Mayor indicated he may add additional dollars for conferences after the budget total is known.

Council budget is a decrease from \$94,916 to \$87,721 and Customer Service is the same at \$1,500.

➤ **HUMAN RESOURCES**

Budget is up \$200 from \$677,731 to \$677,931.

➤ **COMMUNITY DEVELOPMENT**

Administration is an increase from \$348,938 to \$356,617 which is due to wages and benefits. Budgets for all divisions (Planning, Engineering and Inspection) are basically the same for operating.

Alderman Gallagher left at this time – 5:45 PM.

Engineering Division decrease from \$1,697,114 to \$1,126,585.

\$300,000 budgeted for roadway maintenance (minor repairs, such as crack sealing) is from surplus. CIP budget includes \$1.4 million for roadway rehabilitation which is an increase from \$900,000 which covered both roadway maintenance and roadway rehabilitation in the past.

Planning Division is a decrease from \$307,795 to \$247,220.

Training for GIS staff users was discussed. Everything at the front counter is GIS driven. Health insurance and number of cell phones was also discussed.

Inspection Division is an increase from \$632,041 to \$637,172.

Increase was due mostly to wages and benefits.

➤ **STREETS**

Increase from \$2,695,711 to \$2,886,687. Fuel was a large increase with \$527,500 budgeted. \$3.75 per gallon was used to budget. Suggestion of adding more underground tanks was discussed. Streets, Police and Fire experience the highest consumption within the City. Salt is up \$40,000. Twenty-four trucks haul salt and the City could save on the purchase price if a new salt shed is approved within the CIP Budget. Higher use of sand was suggested. Increased use of sand was reviewed previously and the City found it was not environmentally sound. Number of personnel was discussed, full and part time. A fulltime employee was added to share with Stormwater at about a 60-40 split. Curb repair of \$5,000 was added for small footages of curb in need of repair.

➤ **INFORMATION TECHNOLOGY**

Increase from \$944,606 to \$1,056,041. Maintenance increased from last year because the Microsoft contract was not budgeted in the correct line item previously. He is reviewing contracts for the copiers and looking at combining software packages. Director Roethel presented documentation showing the current requests from various departments totaling \$203,760. The ePackets for Council was discussed with regards to whether it would reduce costs and the need for 70 new personal computers. Alderman Ament requested information from other municipalities that are using wireless packets. This is on the Communications Committee agenda for review and recommendation. Training would be needed.

CIP Budget for IT: \$90,000 request for 2007. The Police Department's voicemail system failed and is at a crisis situation. The City maintains 4 analog telephone systems. \$87,600 will come from 2006 contingency and the \$49,000 request to transfer from 2004 CIP project remaining dollars.

➤ **FINANCE/DEBT SERVICE**

Increase from \$462,588 to \$469,914. Due to wages and benefit increases.

➤ **CLERK'S OFFICE/INSURANCE**

Decrease from \$368,627 to \$341,282 due mainly to 2 elections for 2007 versus 4 elections in 2006. Mileage of \$811 will be moved to Facilities Management budget. Conference/Seminar/Meetings line item increased to include more training for a 3rd person. Clerk requested part time help as needed. Aldermen requested the Clerk bring cost of additional help and hours.

Insurance: Increase from \$\$495,493 to \$507,792. Due mainly to increase in Workers Compensation Insurance. Discussion on Reserve account and what Workers Compensation is based on.

➤ **MUNICIPAL COURT/ATTORNEY'S OFFICE/CRIME PREVENTION/POLICE & FIRE COMMISSION**

Increase from \$159,255 to \$169,474 due mainly to wages, benefits and an increase in card credit fees. Increased revenues were discussed.

Crime Prevention Committee is requesting \$7,000 however Alderman Hopkins indicated the committee does raise some of the dollars that are used for Neighborhood Watch program and others.

Police and Fire Commission is budgeted the same as last year at \$24,500.

➤ **LIBRARY**

Increase from \$1,078,114 to \$1,101,298. Wages, benefits, building maintenance and electricity are up somewhat. Discussion followed on how libraries are funded. Librarian Katie Schulz indicated from 1200 to 1500 people a day use the library. Cardholders just from New Berlin have increased by 6,200.

➤ **ASSESSOR'S OFFICE**

Decrease from \$388,231 to \$381,940. There was a reduction in the Health Insurance coverage.

➤ **POLICE DEPARTMENT**

Increase from \$9,430,691 to \$9,445,978 due to wages, benefits and small equipment. Maintenance and service contracts were discussed. Alderman Augustine asked why the high per capita cost for New Berlin.

Alderman Gallagher returned at this time - 9:30 PM.

➤ **FIRE DEPARTMENT**

Increase from \$2,181,229 to \$2,344,142. Additional wages and training for paramedics. Rotating of ambos on a 6-year period was discussed with regards savings.

The following to be discussed at tomorrow nights scheduled meeting: **FACILITIES MANAGEMENT; EMERGENCY MANAGEMENT; PARKS, RECREATION & FORESTRY/4TH OF JULY COMMISSION/NBAA; SPECIAL REVENUES and WATER UTILITY/WASTEWATER UTILITY/WATER RESOURCE MANAGEMENT.**

FORWARD 2007 OPERATING BUDGET TO COMMON COUNCIL

No action taken.

FORWARD 2007 CIP BUDGET TO COMMON COUNCIL

No action taken.

SET PUBLIC HEARING DATE FOR 2007 BUDGETS/TUESDAY, OCTOBER 24, 2006 AT 7PM

No action taken.

ADJOURN

Motion by Alderman Moore to adjourn at 10:42 PM. Seconded by Alderman Augustine and carried unanimously.

Respectfully submitted:

Marilyn Gauger, CMC/WCMC
City Clerk