



*** All present are expected to conduct themselves in accordance with our City's Core Values ***

OFFICIAL NOTICE AND AGENDA

of a meeting of a City Board, Commission, Department, Committee, Agency, Corporation, Quasi-Municipal Corporation, or sub-unit thereof.

Meeting of:	COMMITTEE OF THE WHOLE
Date/Time:	Tuesday, October 6, 2015 at 5:30 pm
Location:	Council Chambers, City Hall 407 Grant Street, Wausau
Members	Bill Nagle, Romey Wagner, David Nutting, Tom Neal, Gary Gisselman, Keene Winters, Lisa Rasmussen, Karen Kellbach, Dave Oberbeck, Sherry Abitz and Robert Mielke (C), and Mayor James Tipple

AGENDA ITEMS FOR CONSIDERATION/ACTION

Committee of the Whole 1st Budget Meeting

- 1) Discussion and Possible Action Regarding the 2016 Budget:
 - Consider Decision Items to Reduce the Proposed 2016 Budget
 - Consider Supplemental Budget Requests to the 2016 Budget
- Adjourn

Robert Mielke
Council President

NEXT COMMITTEE OF THE WHOLE BUDGET MEETING IS NOVEMBER 4 AT 5:30PM

This notice was posted at City Hall and faxed to the Wausau Daily Herald newsroom on 10/02/15 at 12:30 pm

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For information or to request this service, contact the Clerk's Office at 715-261-6620, Wausau City Hall, Wausau, WI 54403

Other Distribution: Media, Alderpersons, Mayor, Department Heads



TO: COMMITTEE OF THE WHOLE
FROM: MARYANNE GROAT
DATE: October 2, 2016

SUBJECT: 2016 Budget Deliberations

Purpose: To present for Committee with the Finance Committee's work to date and instruction regarding the Committee of the Whole meeting.

Background Information

The Finance Committee has conducted three budget sessions to date. The committee received a detail review of the revenues, expenses and fund budgets for the 2016 budget and a presentation on the property revaluation results. In addition, the committee reviewed the supplementary budget requests submitted by the various departments along with the impact of maintaining a zero dollar increase to the departmental budgets. The Finance Committee made formal motions to add and subtract to the executive budget those items highlighted in yellow on the attached 2016 Supplemental Budget Request Summary and the 2016 Budget Reduction Proposals Summary to the budget. The impact by Fund is presented on the budget analysis.

Since the finance committee I have expanded these forms to include the tax rate impact (located on the far right column of each of the documents. I have also amended the 2016 Supplemental Budget Request Summary to reflect the Public Works Departments revisions. Eric Lindman, Director, has reviewed the requests with his department and proposed a number of changes. The Finance Committee is requesting that the Committee review and discuss these budget additions and subtractions at the October 6th Meeting. Subsequently, Committee of the Whole members will be asked to rank and return their rankings for compilation. On October 20th the Committee of the Whole will convene to prioritize and finalize these modifications.

Finally, the committee requested that the following be presented to the Committee.

- Based upon the decline of the property values the tax rate increased \$.33. As such even if the City raised the same amount of taxes in 2016 as 2015 the tax rate would increase.
- Based upon the revaluation declining 3.655% a homeowner/property owner will either have their tax bill go up or down based upon how their property fluctuated based upon that percentage. Thus if a property owner lost 10% value their taxes will go down. If a property owner increased by 1% their taxes will go up.
- For every \$24,000 of spending (\$26,500 with the TID increment) the tax rate increases by 1 cent.

**CITY OF WAUSAU
2016 BUDGET ANALYSIS- LEVY DEPENDENT FUNDS**

	2016 EXECUTIVE BUDGET	FINANCE MODIFICATIONS	2016 ADJUSTED BUDGET	2015 BUDGET	CHANGE INCREASE (DECREASE)	PERCENT CHANGE
GENERAL FUND						
Expenditures	\$31,858,929	(\$36,957)	\$31,821,972	\$31,572,888	\$249,084	0.789%
Revenues	15,032,342	105,500	15,137,842	15,372,261	(234,419)	-1.525%
Fund's Net Levy Requirement	16,826,587	(142,457)	16,684,130	16,200,627	483,503	2.984%
RECYCLING FUND						
Expenditures	618,665		618,665	665,575	(46,910)	-7.048%
Revenues	148,000		148,000	148,300	(300)	-0.202%
Fund's Net Levy Requirement	470,665		470,665	517,275	(46,610)	-9.011%
RENTAL LICENSING FUND						
Expenditures	151,838		151,838	143,266	8,572	5.983%
Revenues	136,000	15,838	151,838	130,000	21,838	16.798%
Fund's Net Levy Requirement	15,838	(15,838)	-	-	-	
COMMUNITY DEVELOPMENT/ECONOMIC DEVELOPMENT FUND						
Expenditures	1,430,010		1,430,010	1,422,165	7,845	0.552%
Revenues	1,445,791		1,445,791	1,847,304	(401,513)	-21.735%
Fund's Net Levy Requirement	156,375		156,375	48,500	107,875	222.423%
DEBT SERVICE FUND						
Expenditures	7,696,013		7,696,013	8,016,800	(320,787)	-4.001%
Revenues	3,865,855		3,865,855	3,953,204	(87,349)	-2.210%
Fund Balance Application	(292,842)		(292,842)	(59,404)	(233,438)	392.967%
Fund's Net Levy Requirement	4,123,000		4,123,000	4,123,000	-	0.000%
CAPITAL PROJECT FUND						
Expenditures	8,713,346		8,713,346	7,007,651	1,705,695	24.340%
Revenues	8,263,346		8,263,346	6,439,171	1,824,175	28.329%
Fund Balance Application	-		-	162,390	(162,390)	-100.000%
Fund's Net Levy Requirement	450,000		450,000	406,090	43,910	10.813%
CENTRAL EQUIPMENT AND FACILITY CAPITAL FUND						
Expenditures	123,800		123,800	-	123,800	
Revenues	-		-	-	-	0.000%
Fund Balance Application	-		-	-	-	0.000%
Fund's Net Levy Requirement	123,800		123,800	-	123,800	
METRO RIDE FUND						
Expenditures	3,176,421		3,176,421	3,359,262	(182,841)	-5.443%
Revenues	2,354,049		2,354,049	2,548,417	(194,368)	-7.627%
Fund Balance Application	275,030		275,030	161,556	113,474	70.238%
Fund's Net Levy Requirement	547,342		547,342	647,342	(100,000)	-15.448%
PARKING FUND						
Expenditures	2,407,948		2,407,948	1,912,528	495,420	25.904%
Revenues	1,048,400		1,048,400	1,052,700	(4,300)	-0.408%
Fund Balance Application(Noncash Depreciation)	1,148,496		1,148,496	648,776	499,720	77.025%
Fund's Net Levy Requirement	211,052		211,052	211,052	-	0.000%
WAUSAU DOWNTOWN AIRPORT FUND						
Expenditures	386,835		386,835	382,605	4,230	1.106%
Revenues	133,586		133,586	137,100	(3,514)	-2.563%
Fund Balance Application(Noncash Depreciation)	173,249		173,249	165,505	7,744	4.679%
Fund's Net Levy Requirement	80,000		80,000	80,000	-	0.000%
ANIMAL CONTROL						
Expenditures	215,569	(22,000)	193,569	204,924	(11,355)	-5.541%
Revenues	149,464	7,000	156,464	126,435	30,029	23.751%
Fund's Net Levy Requirement	66,105	(29,000)	37,105	78,489	(41,384)	-52.726%
TOTAL LEVY BEFORE INCREMENT						
	23,070,764	(187,295)	22,883,469	22,312,375	571,094	2.560%
City's Share of TIF Increment	2,057,282	(16,702)	2,040,581	1,795,196	245,385	13.669%
TOTAL LEVY						
	\$25,128,046	(\$203,997)	\$24,924,050	\$24,107,571	\$816,479	3.387%
<i>Estimated Assessed Value</i>	\$2,648,121,200		\$2,648,121,200	\$2,748,578,600	(\$100,457,400)	-3.655%
Tax Rate Per \$1,000 of Assessed Value	\$9.49	(\$0.077)	\$9.41	\$8.770923	\$0.64105	7.309%
Equalized Value	\$2,633,849,300		\$2,633,849,300	\$2,655,928,800	(\$22,079,500)	-0.831%
Tax Rate Per \$1,000 of Equalized Value	\$9.54	(\$0.077)	\$9.46	\$9.0768890	\$0.386086	4.254%

2016 SUPPLEMENTAL BUDGET REQUESTS

DEPARTMENT	PRIORITY	DESCRIPTION	ONE TIME OR RECURRING	FTE	COSTS					REVENUES		NET BUDGET IMPACT	ASSESSED TAX RATE IMPACT		
					PERSONNEL	CONTRACTUAL SERVICES	JPPLIES EXPEN:	BUILDING MATERIALS	CAPITAL OUTLAY	TOTAL	AMOUNT			FUNDING SOURCE	
Fire	Critical	Accreditation	Two Year							6,000	6,000	6,000	\$ 0.002		
Parks	Medium	Design a mountain bike park in Sylvan Hill Park	One Time			20,000					20,000	20,000	Room Tax	-	\$ -
Parks	Critical	Athletic Park Facility Maintenance	Ongoing	0.10	6,780	295					7,075			7,075	\$ 0.003
Parks	High	Deferred Maintenance Projects	Ongoing	0.27	18,306	51,000		37,000			106,306			106,306	\$ 0.044
Parks	Critical	East River Front Development Maintenance	Ongoing	0.47	31,866	10,000	2,635				44,501		TID #3	44,501	\$ 0.018
Parks	High	Swimming Pool Maintenance - Seasonal Life Guards and Cashiers	Ongoing	0.16	27,077	825					27,902	7,500	Admission/Concession Revenue	20,402	\$ 0.008
Public Works	High	Inspector Training	Ongoing					2,200			2,200			2,200	\$ 0.001
Public Works	Critical	Street Seal Coating	Ongoing			57,000					57,000			57,000	\$ 0.023
Public Works	High	Curb and Gutter Repairs	Ongoing					-			-			-	\$ -
Public Works	Critical	Asphalt Filler	Ongoing					-			-			-	\$ -
Public Works	Critical	Overhead Door Repair	Ongoing					-			-			-	\$ -
Public Works	High	Epoxy Paint - Street Signs and Lines	Ongoing			26,500					26,500			26,500	\$ 0.011
Public Works	High	Bridge Deck - Sealing	Ongoing								-			-	\$ -
Public Works	Medium	Lumber Purchase for Abatements and Fi	Ongoing								-			-	\$ -
Public Works	Low	Large Item Spring Pick Up	Ongoing			60,000					60,000			60,000	\$ 0.025
				<u>1.00</u>	<u>84,029</u>	<u>225,620</u>	<u>4,835</u>	<u>37,000</u>	<u>6,000</u>	<u>357,484</u>	<u>27,500</u>	<u>329,984</u>	<u>\$ 0.136</u>		

Items in Yellow have been added to the 2016 Budget by the Finance Committee



CITY OF WAUSAU 2016 SUPPLEMENTAL BUDGET REQUEST FORM

Department: Wausau Fire Department

Project/Spending Description: Accreditation

Ongoing Project Onetime Purchase/Expense

Department Priority: Critical High Medium Low

REQUESTED SUPPLEMENTAL FUNDING

EXPENSES	DESCRIPTION	FTE	AMOUNT
Personnel Services			
Contractual Services			
Supplies and Expenses			
Building Materials			
Fixed Charges			
Capital Outlay	Accreditation		2016 - \$6,000 2017 - \$11,000
Total			\$17,000

REVENUES	DESCRIPTION	FTE	AMOUNT
Grants and Aids			
Public Charges for Services			
Other Revenue			
Total			

PURPOSE/DESCRIPTION OF REQUEST:

We would like to move forward in pursuit of gaining Accreditation for the City of Wausau Fire Department. The approximate cost would be a \$6,000 agency fee allocated in 2016 and an additional \$11,000 in 2017 to pay for a site review and travel to appear before the accreditation commission. The accreditation process is important to the Wausau Fire Department so that we can evaluate and study our organization to make certain we are meeting recognized standards and requirements in the fire service and assess our performance and quality against fixed standards. The accreditation model that will be utilized involves a self-assessment, community risk analysis, standards of cover document and strategic plan.

SERVICE IMPLICATIONS:

Becoming accredited will assist the Wausau Fire Department in establishing agency-wide performance measures to determine and evaluate the level of overall organizational performance which can be used to measure and evaluate effectiveness by our Department, elected officials, city administrators and the citizens of the community we serve.

OUTCOMES/REVIEW: *(HOW WILL YOU MEASURE SUCCESS OF PROJECT)*

Accreditation will assist the Department in setting performance measures based upon the industry standard and therefore will provide outcome data needed to evaluate the services in which the Wausau Fire Department provides.

IMPLEMENTATION TIMETABLE:

Although this is a process that will require much effort, the Wausau fire Department has a goal of becoming accredited in two years.



SUPPLEMENTAL BUDGET REQUEST FORM INSTRUCTIONS:

Complete a **SEPARATE** supplemental budget request form for EACH additional project, position or purchase you are requesting in addition to the “cost to continue” existing services and programs budget.

- Indicate the department and a brief title for the spending.
- Rank the importance of the project as Critical, High, Medium or Low.
- Specify whether these project/program costs are expected to continue and be ongoing in future years or whether the request is a onetime request.
- Outline the costs, new positions and any revenues attributable to the request.
- Describe the funding request and the goal or objective to be achieved by supplementing the budget. For requests seeking positions quantify the workload and cause for the increase.
- Describe the implications to service levels.
- Identify how you will determine whether the goals and objectives have been met.
- Include a timetable for implementing the request.



CITY OF WAUSAU 2016 SUPPLEMENTAL BUDGET REQUEST FORM

Department: Parks, Recreation and Forestry

Project/Spending Description: Sylvan Hill Mountain Bike Park Trail Design

Ongoing Project Onetime Purchase/Expense

Department Priority: Critical High Medium Low

REQUESTED SUPPLEMENTAL FUNDING

EXPENSES	DESCRIPTION	FTE	AMOUNT
Personnel Services			
Contractual Services	Design Services		\$20,000
Supplies and Expenses			
Building Materials			
Fixed Charges			
Capital Outlay			
Total			\$20,000

REVENUES	DESCRIPTION	FTE	AMOUNT
Grants and Aids			
Public Charges for Services			
Other Revenue			
Total			

PURPOSE/DESCRIPTION OF REQUEST:

Sylvan Hill Park has great potential as a Mountain Bike Park. The Park and Recreation Committee has approved a concept plan that includes trailhead facilities, gravity trails of varying degrees of difficulty, a pump track, and a skills area. This facility would be a fee facility focusing on summer use that would provide a unique mountain bike experience to our residents plus help achieve the desired International Mountain Bike Association (IMBA) Ride Center designation. This design contract will provide a final design, specifications and cost estimate for the trailhead and gravity trails.

SERVICE IMPLICATIONS:

There is no mountain bike facility in the Wausau area that has gravity trails much less a pump track and skills area at the same site. These new facilities would provide a new outdoor recreation opportunity plus add to the diversity of overall mountain biking opportunities in the Wausau area.

OUTCOMES/REVIEW: *(HOW WILL YOU MEASURE SUCCESS OF PROJECT)*

Outcomes can be measured in numbers of trail passes sold, increases in mountain bike equipment sales, increases in local tourism expenditures, and attaining IMBA Ride Center designation. Existing IMBA Ride Centers in Cuyuna Lakes, MN, (Iron Range) and Copper Harbor, MI (end of the world), each receive about 30,000 mountain bike visits annually. Neither community has the full featured sports tourism support facilities that Wausau has. The results of a 2014 study on the economic impacts of mountain biking at Cuyuna Lakes, MN is attached. Survey respondents spend an average of \$79.09 per day and have an estimated annual economic impact of \$2 million. Most of the things that current users would want added to the area or other activities the respondents are interested in already exist in Wausau.

IMPLEMENTATION TIMETABLE:

Design: Jan. -- May 2016
Construction: 2017 -- summer
Open for business: 2017 - fall

PROPOSED PARKING 1



Beginner/intermediate configuration of rollers, berms and jumps.

PUMPTRACK 2



Network of skills development features for beginner progression.

SKILLS AREA 3



BEGINNER FLOW TRAIL 4

Green Trail will serve as beginner flow trail on east side of park and then as a return for all other flow trails. Potential grooming for fat bike access in winter.



INTERMEDIATE FLOW TRAIL 5

Descending direction only with intermediate flow features.

ADVANCED FLOW TRAIL 6

Descending direction only with more advanced flow features.

EXPERT FLOW TRAIL 7

Descending direction only trail with expert level jumps/features.

FUTURE TRAIL ACCESS TO COMMUNITY 8

Potential link for community access in the Northeast corner of the park.

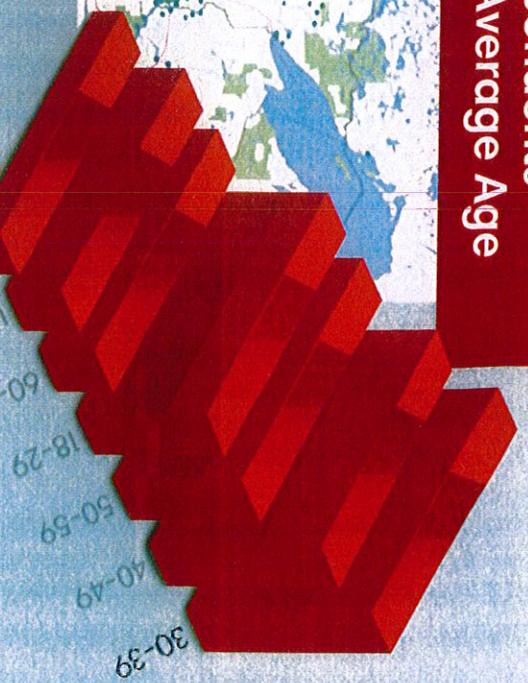


SYLVAN HILL BIKE PARK CONCEPT PLAN - 2.18.15

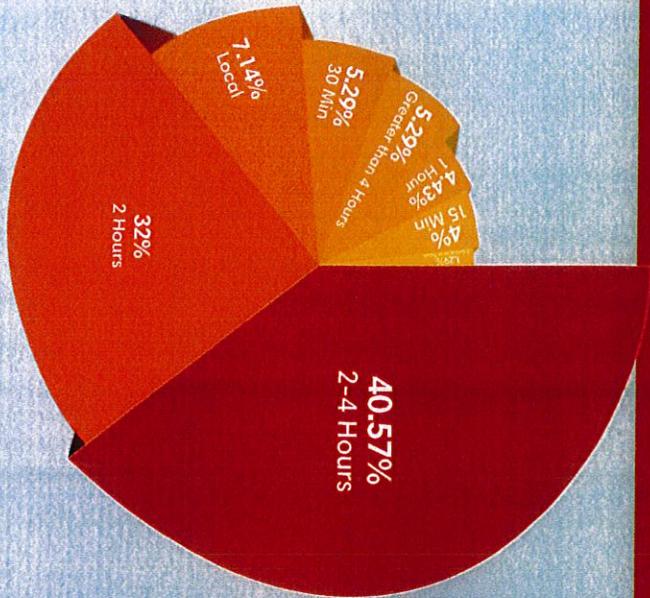




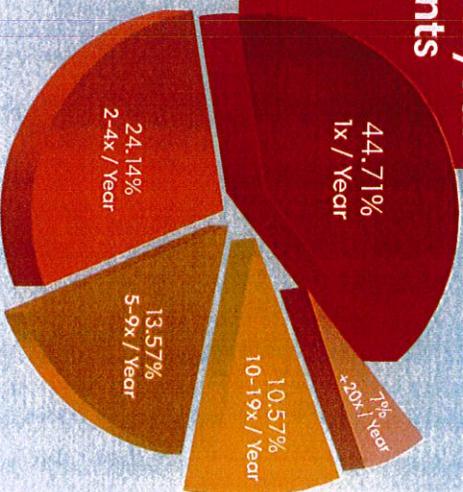
Survey Respondents Location and Average Age



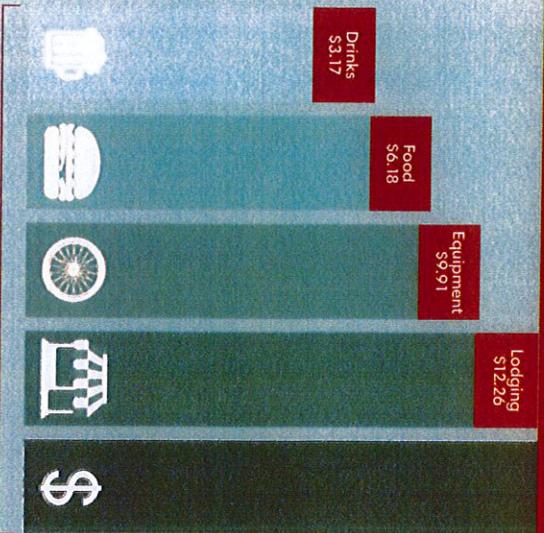
How far do the respondents travel to the Cuyuna Lakes Mountain Bike Trails?



How many times a year do the respondents visit the Cuyuna Lakes Mountain Bike Trails?



How much money do the respondents spend, on average, in the area?



Where do the respondents spend that money?



Estimated current annual economic impact of visitors coming to the Cuyuna Lakes Mountain Bike Trails:

\$2 Million

What would IMPROVE the respondents' experience and make them spend MORE time in the area?

- BETTER SIGNAGE CONNECT TO BEHIND BETTER PARKING
- BETTER MAPS IMPROVING FROM CURRENT UNIQUE SHOPPING
- ADVANCED TRAILS BETTER MAPS PAVED TRAILS BETTER RV PARKING
- BETTER CAFE STRIPS LESS 2-WAY TRAILS
- KEEPING SMALL TOWN FEEL WEEKEND HOURS PADDLING TOURS
- BUS TOURS FROM MSP FAMILY ACTIVITIES BEGINNER TRAIL BUSINESSES OPEN IN EVENING/WEEKENDS HOTEL/HOSTEL
- FUN BARS FAMILY ACTIVITIES CONCERTS BUSINESSES OPEN IN EVENING/WEEKENDS BREW PUB
- WATER FOUNTAINS PLAYGROUNDS IN CCSRA BIKE WASH STATIONS
- LOCAL FESTIVALS CYCLING INFRASTRUCTURE IN TOWN
- PAUL CONNECTION FROM MSP TRAILSIDE LODGING CHOICES LESS POISON IVY EQUESTRIAN TRAILS
- BIKE RENTALS IMPROVING TRAILS FRIENDLIER LOCALS
- CCSRA OFFICE OPEN MORE RESIST AREAS

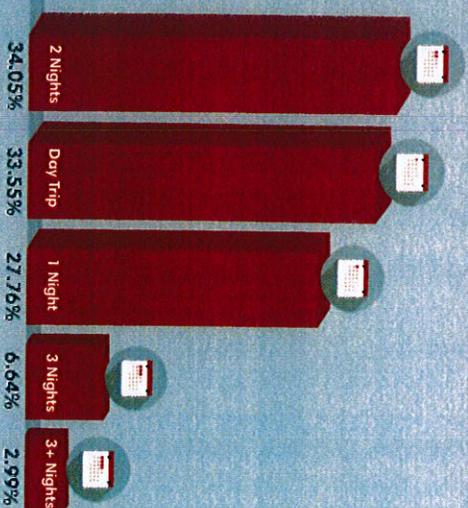
Estimated annual economic impact of visitors coming to the Cuyuna Lakes Mountain Bike Trails when Master Vision is constructed:

\$21 Million

What would **DETRACT** the respondents' experience and make them spend **LESS** time in the area?

- TOO COMMERCIALIZED
- POOR QUALITY
- CLOSING TRAIL FOR CONSTRUCTION
- NO NEW TRAILS
- NO CAMPING UPGRADES
- POOR FOOD/DRINK CHOICES
- ADDED FEES
- LACK OF DIVERSIFIED SHOPS
- TRAIL CLOSURES DURING EVENTS
- LACK OF MAINTENANCE
- BETTER TRAIL SYSTEMS IN STATE
- MINING
- OHV
- CROWDING
- NO CAMPING UPGRADES
- LACK OF DIVERSIFIED SHOPS
- TRAIL CLOSURES DURING EVENTS
- LACK OF MAINTENANCE
- BETTER TRAIL SYSTEMS IN STATE

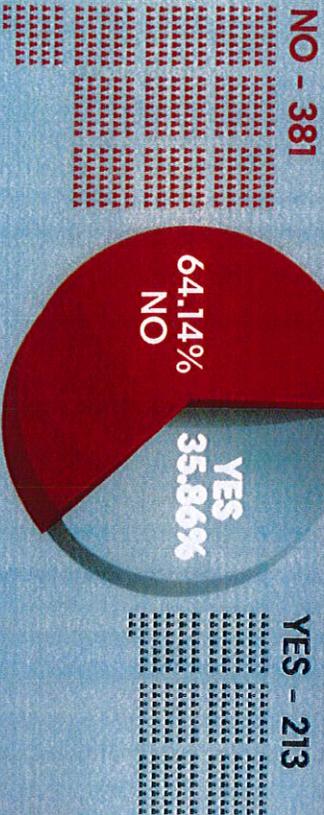
Survey Respondents Average Travel Stay Time



What percentage of the respondents bring their children with them to ride the Cuyuna Lakes Mountain Bike Trails?



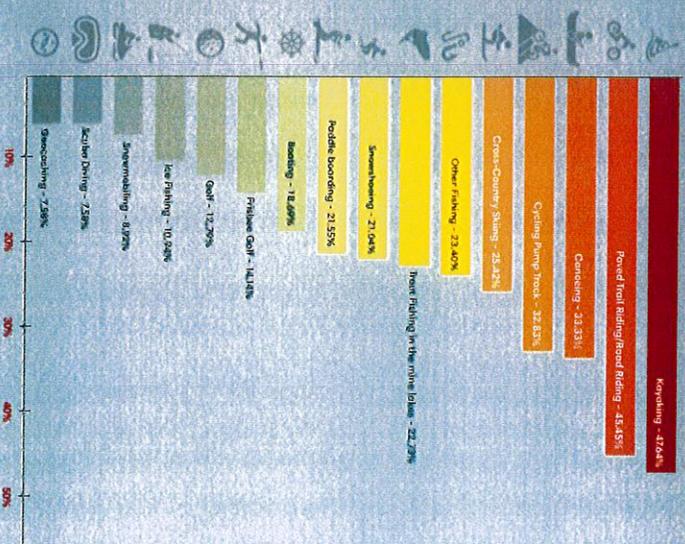
Had the respondents visited the area before the Cuyuna Lakes Mountain Bike Trails opened?



What infrastructure would the respondents like to see added to local communities?

- 1. EASIER DIRECT BIKE ACCESS TO AVAILABLE SERVICES AND GOODS IN TOWN FROM THE TRAILS
- 2. DIRECTORY INFORMATION AND SIGNAGE
- 3. BIKE PARKING AND STORAGE FACILITIES
- 4. WIFI HOTSPOTS

What other activities are the respondents interested in?





CITY OF WAUSAU 2016 SUPPLEMENTAL BUDGET REQUEST FORM

Department: Parks, Recreation and Forestry

Project/Spending Description: Athletic Park Facility Maintenance and 3rd Base Elevator

Ongoing Project Onetime Purchase/Expense

Department Priority: Critical High Medium Low

REQUESTED SUPPLEMENTAL FUNDING

EXPENSES	DESCRIPTION	FTE	AMOUNT
Personnel Services	Maintenance Specialist	0.10	\$6780
Contractual Services	Elevator: Maintenance Agreement, Annual Inspection and License		\$295
Supplies and Expenses			
Building Materials			
Fixed Charges			
Capital Outlay			
Total			\$7075

REVENUES	DESCRIPTION		AMOUNT
Grants and Aids			
Public Charges for Services			
Other Revenue			
Total			

PURPOSE/DESCRIPTION OF REQUEST:

By May of 2016 Athletic Park will have received \$7,000,000 in reconstructed, improved, and new facilities since the end of the 2013 baseball season. These improvements include upgraded and expanded buildings, seating and parkland with additional restroom, kitchen, heating, cooling, electrical and plumbing operation and maintenance requirements. Additional full time staff is needed to operate and maintain these facilities.

The new second story event area will meet the Americans with Disabilities Act access standards through installation of an elevator. In order to operate the elevator it requires annual inspection, licensing and maintenance agreement. Having use of the elevator will allow full service operation of the third base line event area in accordance with the project plans and development agreement with Wisconsin College Baseball previously approved by the City Council.

Annual Maintenance Agreement \$130
 Annual Inspection \$115
 License \$50

SERVICE IMPLICATIONS:

Not inspecting, licensing and having a maintenance agreement on the elevator will make it illegal to use. Not having elevator access to the third base line second story event area will make that area non-compliant with ADA and therefore unusable. The seating capacity of Athletic Park would be reduced and a highly desirable customer option would not be available.

Not performing routine operations, maintenance and repairs at Athletic Park will reduce the quality of service to those we rent the facilities to, their customers, and the general public who use the neighborhood park.

OUTCOMES/REVIEW: *(HOW WILL YOU MEASURE SUCCESS OF PROJECT)*

Performing routine operations, maintenance and repairs will allow optimum utilization of the facility and achieve full service life of the improvements.

Making the elevator available by complying with inspection, licensing, and maintenance requirements will allow the City and Wisconsin College Baseball to optimize the planned user experience and revenue benefits of the third base line second floor event area. It will also fulfill the existing Athletic Park Use Agreement, Development Agreement and project plans previously approved by the City Council.

IMPLEMENTATION TIMETABLE:

Completion of current Athletic Park Project in May 2016 and associated gifting of \$3,000,000+ of improvements to the City including the elevator will initiate the inspection, licensing and maintenance responsibilities of the City.



CITY OF WAUSAU 2016 SUPPLEMENTAL BUDGET REQUEST FORM

Department: Parks, Recreation and Forestry

Project/Spending Description: Deferred Maintenance Projects

Ongoing Project Onetime Purchase/Expense

Department Priority: Critical High Medium Low

REQUESTED SUPPLEMENTAL FUNDING

EXPENSES	DESCRIPTION	FTE	AMOUNT
Personnel Services	Maintenance Specialist	0.27	\$18,306
Contractual Services	Deferred Maintenance Projects		\$51,000
Supplies and Expenses			
Building Materials	Deferred Maintenance Projects		\$37,000
Fixed Charges			
Capital Outlay			
Total			\$106,306

REVENUES	DESCRIPTION		AMOUNT
Grants and Aids			
Public Charges for Services			
Other Revenue			
Total			

PURPOSE/DESCRIPTION OF REQUEST:

Address the increasing backlog of deferred maintenance that has accumulated while adding new facilities and services without commensurate maintenance funding or labor. (see attached project list)

SERVICE IMPLICATIONS:

Not repairing or replacing these facilities will result in further reducing already reduced service levels in a number of ways:

- Limit use or close facilities for safety reasons
- Reduced service life of facilities
- Poor user experience
- Poor appearance
- Reduced ability to generate revenues
- Overconsumption of energy

OUTCOMES/REVIEW: *(HOW WILL YOU MEASURE SUCCESS OF PROJECT)*

Return to full service will increase utilization, user satisfaction, service life, and energy efficiency. Success can be measured in increases in utilization and in some cases increases in revenue or energy savings.

IMPLEMENTATION TIMETABLE:

Projects will be initiated and completed in 2016.

City Deferred Maintenance Request

		Force Account	Contract
Fern Island			
	Replace Bridge Decking	\$12,000	X
Oak Island Restrooms			
	Sink Replacements	\$5,000	X
Sylvan			
	Furnace Replacement	\$11,500	X
	Front Door Replacement	\$8,500	X
Stewart			
	Light Fixture Replacement	\$3,500	X
	Masonry Repairs	\$15,000	X
400 Block			
	Wall repair and staining	\$6,000	X
	6' Concrete band in front of stage	\$6,000	X
Whitewater			
	Seating and Bank Repair	\$8,000	X
Athletic			
	1st Base Concession Roof	\$10,000	X
	1st Base Drinking Fountain Replacement	\$2,500	X
		\$88,000	\$37,000
			\$51,000



CITY OF WAUSAU 2016 SUPPLEMENTAL BUDGET REQUEST FORM

Department: Parks, Recreation and Forestry

Project/Spending Description: East Riverfront Development

Ongoing Project Onetime Purchase/Expense

Department Priority: Critical High Medium Low

REQUESTED SUPPLEMENTAL FUNDING

EXPENSES	DESCRIPTION	FTE	AMOUNT
Personnel Services	Maintenance Specialist	0.47	\$31,866
Contractual Services	Water/Sewer, Electric		\$10,000
Supplies and Expenses	Fuel, Ag./Hort./Maint. Supplies		\$2,635
Building Materials			
Fixed Charges			
Capital Outlay			
Total			\$44,501

REVENUES	DESCRIPTION		AMOUNT
Grants and Aids			
Public Charges for Services			
Other Revenue	TIF?		?
Total			

PURPOSE/DESCRIPTION OF REQUEST:

Provide operation and maintenance of the East Riverfront Development improvements being completed in 2015 and 2016. Costs include full time labor to perform facility maintenance, horticulture, mowing, snow removal, electrical, and arborist work. Also included are sewer, water, electric and refuse contract costs plus fuel, horticulture supplies and other miscellaneous maintenance supplies. These funds anticipate the City taking over the facilities post construction beginning August 2016. Additional funding will be required in 2017 to cover full year operations.

SERVICE IMPLICATIONS:

Not funding the operation and maintenance of the City's new East Riverfront Development improvements will cause the physical improvements to rapidly become dirty, unsightly, and experience accelerated deterioration. The landscape components will quickly become overgrown, have poor form, and be overtaken by undesirable species. The user experience will be very negative. Shifting existing funding from other City facilities will merely shift the negative service implications to those defunded facilities.

OUTCOMES/REVIEW: *(HOW WILL YOU MEASURE SUCCESS OF PROJECT)*

Funding the operation and maintenance of the new East Riverfront Development Facilities will optimize the likelihood of the rapid development of high quality commercial, residential and business properties in and adjacent to this area. In addition, public use of these facilities will help assume the success of the private development. Success can be measured in the number, quality, timeline and occupancy rates of the private development.

IMPLEMENTATION TIMETABLE:

The 1st Street Project will be completed in December 2015 so some maintenance will begin in January. The remainder of the improvements will begin construction in spring of 2015 so we estimate the majority of operation and maintenance will begin in August of 2016.



CITY OF WAUSAU 2016 SUPPLEMENTAL BUDGET REQUEST FORM

Department: Parks, Recreation and Forestry

Project/Spending Description: Memorial Pool, Kaiser Pool

Ongoing Project Onetime Purchase/Expense

Department Priority: Critical High Medium Low

REQUESTED SUPPLEMENTAL FUNDING

EXPENSES	DESCRIPTION	FTE	AMOUNT
Personnel Services	Maintenance Specialist = 0.16		\$10,848
	1.5 lifeguards = 600 hours 3 cashiers = 1,140 hours		\$16,229
Contractual Services	Cellphone, Mobil Credit Card Equipment and Fees, Payroll Processing Fees		\$825
Supplies and Expenses			
Building Materials			
Fixed Charges			
Capital Outlay			
Total			\$27,902

REVENUES	DESCRIPTION	FTE	AMOUNT
Grants and Aids			
Public Charges for Services	Admission and Concessions		\$7,500
Other Revenue			
Total			\$7,500

PURPOSE/DESCRIPTION OF REQUEST:

The newly reconstructed Memorial Pool will open in June 2016. New features added during reconstruction include water slides, and an enhanced concession stand. Additional seasonal staff is required to operate these new features. The cell phone/credit card reader will allow the use of credit cards.

Our experience with the new Kaiser Pool in 2015 indicates the need for additional full time employee hours to operate and maintain the pool systems and equipment. The additional hours requested reflect the additional hours for both Kaiser and Memorial Pools.

SERVICE IMPLICATIONS:

Not funding the seasonal hours and credit card capability request will result in the pool operating with the waterslides closed and limited concession hours and menu with no credit card capability. This will result in significant lower levels of service to the public than the facility will be capable of providing.

Not funding the full time operation and maintenance hours will result in inadequate water quality management and sub-standard routine maintenance of pumps, heaters, chemical controllers, plumbing and electrical systems, etc. Resulting service reductions will be in the forms of increased pool closures from poor water quality and more frequent mechanical failures. Safety of the facilities may be compromised and service life will be shortened. Shifting existing full time hours from other City facilities will merely shift the negative service implications to those defunded facilities.

OUTCOMES/REVIEW: *(HOW WILL YOU MEASURE SUCCESS OF PROJECT)*

Funding this request will allow full service operation of the facility as previously approved by the City Council. Full service operation will optimize revenues. Not funding this request is estimated to result in foregoing an estimated \$4,000 in potential admission and concession revenues. (Note that the reconstructed facility is estimated to generate approximately \$7,500 in new revenues without this request.) Full service operation will also minimize closures due to system and facility breakdowns in the short term and achieve optimum safety and service life in the long term.

IMPLEMENTATION TIMETABLE:

The reconstructed Memorial Pool will open in June 2016.



CITY OF WAUSAU 2016 SUPPLEMENTAL BUDGET REQUEST FORM

Department: Parks, Recreation and Forestry

Project/Spending Description: Facilities and Grounds Operations and Maintenance Labor

Ongoing Project Onetime Purchase/Expense

Department Priority: Critical High Medium Low

REQUESTED SUPPLEMENTAL FUNDING

EXPENSES	DESCRIPTION	FTE	AMOUNT
Personnel Services	Maintenance Specialist	1.00	\$67,799
	Seasonal Labor	0.29	\$7,884
Contractual Services			
Supplies and Expenses			
Building Materials			
Fixed Charges			
Capital Outlay			
Total			\$75,683

REVENUES	DESCRIPTION		AMOUNT
Grants and Aids			
Public Charges for Services			
Other Revenue			
Total			

PURPOSE/DESCRIPTION OF REQUEST:

Significant, recent and upcoming development of park and recreation facilities has exceeded the available hours of Departmental staff to operate and maintain existing and upcoming facilities. One FTE of a broad range of skills that fall primarily in the Maintenance Specialist classification are needed to meet these needs in 2016. Job titles within this classification include Trades Technician, Horticulturist, Arborist and Equipment Operator III. The need for this labor is identified on the other individual supplemental budget request projects as shown below. Additional seasonal labor is also need to perform unskilled maintenance tasks and to assist full time employees.

PURPOSE/DESCRIPTION OF REQUEST CONT'D:

(It should be noted that while we can accommodate the need for a pickup truck for the Maintenance Specialist in 2016, it will be necessary to add one pickup truck to the fleet in 2017.)

MAINTENANCE SPECIALIST

<u>PROJECT</u>	<u>FTE</u>
East Riverfront Redevelopment	0.47
Athletic Park	0.10
Swimming Pools	0.16
Deferred Maintenance	<u>0.27</u>
	1.00

SERVICE IMPLICATIONS:

Current deferred maintenance backlogs will continue to grow and new facilities will receive little or no maintenance. See the associated 2016 Supplemental Budget Request projects for more project specific information. Shifting labor from other City Park and Recreation facilities will only shift the service shortfall to the defunded facility.

OUTCOMES/REVIEW: (HOW WILL YOU MEASURE SUCCESS OF PROJECT)

Finding adequate operations and maintenance labor will allow existing and planned park and recreation facilities to be fully operational at an efficient and effective level commensurate with the development plans approved by current and prior City Councils. See the associated 2016 Supplemental Budget Request Projects for more project specific information.

IMPLEMENTATION TIMETABLE:

Hire in January, 2016

MaryAnne Groat

From: Eric Lindman
Sent: Thursday, October 01, 2015 11:18 AM
To: MaryAnne Groat
Subject: 2016 Supplemental Items
Attachments: DPWU 2016 Supplemental Itmes.xlsx

MaryAnne,

Attached is the spreadsheet with supplemental items and my recommendations. I did not include the "Overhead Doors" or the "lumber". At the finance meeting Dave stated the doors should be done under general operating/maintenance and the lumber really should not have been submitted. Let me know if you have any questions.

Eric Lindman, P.E.

Director of Public Works
City of Wausau
407 Grant St.
Wausau, WI 54403-4783
P: 715-261-6745
C: 715-292-2606

Summary of Supplemental Budget Items

Division	Item	2015 Budget	Total Request	Increase from 2015	Recommended Increase from 2015 Budget	Description
Inspections	Registration/Training Fees	\$3,000.00	\$5,200.00	\$2,200.00	\$2,200.00	Maintain the ability to cross train new employees
Streets	Seal Coating	\$63,000.00	\$210,000.00	\$147,000.00	\$57,000.00	Maintain our streets and get the maximum design life. Also reduces maintenance costs.
Streets	Ready Mix	\$1,500.00	\$5,000.00	\$3,500.00	\$0.00	
Streets	Asphalt Filler	\$20,000.00	\$25,000.00	\$5,000.00	\$0.00	
Streets	Epoxy Painting	\$3,500.00	\$40,000.00	\$36,500.00	\$26,500.00	Paint lasts longer and is more visible
Streets	Bridge Deck Chip Seal	\$0.00	\$80,000.00	\$80,000.00	\$0.00	Can be removed since we will be doing bridge repairs as CIP in 2016. Budget for 2017.
Streets	Refuse/Recycling	\$160,000.00	\$200,000.00	\$40,000.00	\$0.00	I would recommend reducing this budget and have drop off clean-up twice a year (spring/Fall).
Total =		\$251,000.00	\$565,200.00	\$314,200.00	\$85,700.00	



CITY OF WAUSAU 2016 SUPPLEMENTAL BUDGET REQUEST FORM

Department: Department of Public Works, Division of Inspections, Zoning & Electrical Systems

Project/Spending Description: Registration Fees/Tuition/Meeting Expenses for Cross-Certification of Inspectors

Ongoing Project Onetime Purchase/Expense

Department Priority: Critical High Medium Low

REQUESTED SUPPLEMENTAL FUNDING

EXPENSES	DESCRIPTION	FTE	AMOUNT
Personnel Services			
Contractual Services			
Supplies and Expenses	Registration Fees/Tuition/Meeting Expenses		\$5,200
Building Materials			
Fixed Charges			
Capital Outlay			
Total			\$5,200

REVENUES	DESCRIPTION	FTE	AMOUNT
Grants and Aids			
Public Charges for Services			
Other Revenue			
Total			

PURPOSE/DESCRIPTION OF REQUEST:

The increased funds will help to cross train new employees and also fund require continuing education for our inspectors.

This fund has been cut over the years; however we are now fully staffed. Personnel have turned over the past 2 years (5 new personnel) and now we need to cross train and provide continuing education opportunities.

SERVICE IMPLICATIONS:

Failure to fund will result in city inspectors unqualified to inspect all construction trades. This will reduce our service response times, and ultimately slow down approval of new construction inspections.

If the city is unable to fund the training, ultimately we will have city personnel that do not have all of their required credentials in the job descriptions.

OUTCOMES/REVIEW: *(HOW WILL YOU MEASURE SUCCESS OF PROJECT)*

N/A

IMPLEMENTATION TIMETABLE:

N/A



CITY OF WAUSAU 2016 SUPPLEMENTAL BUDGET REQUEST FORM

Department: PUBLIC WORKS

Project/Spending Description: CONTRACTED SERVICES – SEAL COATING (110-1015-9-2490)
(BUDGET – ROADWAYS & STREETS)

Ongoing Project Onetime Purchase/Expense

Department Priority: Critical High Medium Low

REQUESTED SUPPLEMENTAL FUNDING

EXPENSES	DESCRIPTION	FTE	AMOUNT
Personnel Services			
Contractual Services	SEAL COATING		\$210,000.00
Supplies and Expenses			
Building Materials			
Fixed Charges			
Capital Outlay			
Total			

REVENUES	DESCRIPTION	FTE	AMOUNT
Grants and Aids			
Public Charges for Services			
Other Revenue			
Total			

PURPOSE/DESCRIPTION OF REQUEST:

\$ 36,500.00 WAS BUDGETED FOR 2015
 \$132,500.00 WAS TRANSFERRED FROM WINTER BUDGET (DUE TO MILD WINTER)
 \$163,087.00 ESTIMATED ACTUAL 2015
 \$210,000.00 BUDGET REQUEST FOR 2016

SERVICE IMPLICATIONS:

CRITICAL TO EXTEND THE LIFE OF CURRENT PAVEMENT.

OUTCOMES/REVIEW: *(HOW WILL YOU MEASURE SUCCESS OF PROJECT)*

COMPARE TO STREETS THAT ARE NOT SEAL COATED.

IMPLEMENTATION TIMETABLE:

CONSTRUCTION SEASON 2016



CITY OF WAUSAU 2016 SUPPLEMENTAL BUDGET REQUEST FORM

Department: PUBLIC WORKS

Project/Spending Description: CURB AND GUTTER REPAIRS 110-1015-9-4120
(BUDGET - ROADWAYS & STREETS)

Ongoing Project Onetime Purchase/Expense

Department Priority: Critical High Medium Low

REQUESTED SUPPLEMENTAL FUNDING

EXPENSES	DESCRIPTION	FTE	AMOUNT
Personnel Services			
Contractual Services			
Supplies and Expenses	READY MIX		\$3,500.00
Building Materials			
Fixed Charges			
Capital Outlay			
Total			

REVENUES	DESCRIPTION	FTE	AMOUNT
Grants and Aids			
Public Charges for Services			
Other Revenue			
Total			

PURPOSE/DESCRIPTION OF REQUEST:

READY MIX (CONCRETE) – FOR CURB AND GUTTER REPAIRS

INCREASE BUDGET FROM \$1,500.00 TO \$5,000.00

SERVICE IMPLICATIONS:

REPAIR OF CURBS AND GUTTERS.

OUTCOMES/REVIEW: *(HOW WILL YOU MEASURE SUCCESS OF PROJECT)*

OF FEET OR REPAIR DONE.

IMPLEMENTATION TIMETABLE:

CONSTRUCTION SEASON 2016



CITY OF WAUSAU 2016 SUPPLEMENTAL BUDGET REQUEST FORM

Department: PUBLIC WORKS

Project/Spending Description: PURCHASE ASPHALT FILLER 110-1015-9-4810
BUDGET - ROADWAYS & STREETS

Ongoing Project Onetime Purchase/Expense

Department Priority: Critical High Medium Low

REQUESTED SUPPLEMENTAL FUNDING

EXPENSES	DESCRIPTION	FTE	AMOUNT
Personnel Services			
Contractual Services			
Supplies and Expenses	ASPHALT FILLER		\$25,000.00
Building Materials			
Fixed Charges			
Capital Outlay			
Total			

REVENUES	DESCRIPTION	FTE	AMOUNT
Grants and Aids			
Public Charges for Services			
Other Revenue			
Total			

PURPOSE/DESCRIPTION OF REQUEST:

ORIGINAL BUDGET AMOUNT \$20,000.00
 \$5,000.00 WAS TRANSFERRED FROM THE WINTER BUDGET (DUE TO MILD WINTER)

REQUEST TO INCREASE BUDGET LINE TO \$25,000.00 9

SERVICE IMPLICATIONS:

MAINTENANCE OF EXISTING PAVEMENTS.

CRITICAL TO PREVENT MOISTURE FROM GETTING INTO THE BASE OF PAVEMENT

OUTCOMES/REVIEW: *(HOW WILL YOU MEASURE SUCCESS OF PROJECT)*

OF FEET AND POUNDS OF MATERIAL USED.

IMPLEMENTATION TIMETABLE:

CONSTRUCTION SEASON 2016



CITY OF WAUSAU 2016 SUPPLEMENTAL BUDGET REQUEST FORM

Department: **PUBLIC WORKS**

Project/Spending Description: **REPAIRS TO PUBLIC WORKS OVERHEAD DOORS**
 110-1023-9-2490 **BUDGET: BUILDINGS AND GROUNDS**

Ongoing Project Onetime Purchase/Expense

Department Priority: Critical High Medium Low

REQUESTED SUPPLEMENTAL FUNDING

EXPENSES	DESCRIPTION	FTE	AMOUNT
Personnel Services			
Contractual Services	REPAIRS TO OVERHEAD DOORS		\$15,000.00
Supplies and Expenses			
Building Materials			
Fixed Charges			
Capital Outlay			
Total			

REVENUES	DESCRIPTION	FTE	AMOUNT
Grants and Aids			
Public Charges for Services			
Other Revenue			
Total			

PURPOSE/DESCRIPTION OF REQUEST:

INCREASE BUDGET 110-1023-9-2490

CONTRACTED SERVICES FROM \$4,500 TO \$15,000.00.

SERVICE IMPLICATIONS:

DUE TO AGING OF BUILDINGS – MORE OFTEN REPAIRS ARE NEEDED TO THE OVERHEAD DOORS.

OUTCOMES/REVIEW: *(HOW WILL YOU MEASURE SUCCESS OF PROJECT)*

DOORS NEED TO BE REPAIRED.

IMPLEMENTATION TIMETABLE:

SEASON 2016



CITY OF WAUSAU 2016 SUPPLEMENTAL BUDGET REQUEST FORM

Department: PUBLIC WORKS

Project/Spending Description: CONTRACTED EPOXY PAINTING 110-1019-9-2490
BUDGET STREET SIGNS & LINES

Ongoing Project Onetime Purchase/Expense

Department Priority: Critical High Medium Low

REQUESTED SUPPLEMENTAL FUNDING

EXPENSES	DESCRIPTION	FTE	AMOUNT
Personnel Services			
Contractual Services	EPOXY PAINTING		\$40,000.00
Supplies and Expenses			
Building Materials			
Fixed Charges			
Capital Outlay			
Total			

REVENUES	DESCRIPTION	FTE	AMOUNT
Grants and Aids			
Public Charges for Services			
Other Revenue			
Total			

PURPOSE/DESCRIPTION OF REQUEST: (2014 BUDGET - \$35,000)

2015 BUDGET – DATA ENTRY ERROR – ENTERED BUDGET AMOUNT \$3,500.00
 SHOULD HAVE BEEN: \$35,000.00

*DUE TO ERROR – STREETS WERE NOT PAINTED IN 2015
 SO AN INCREASE TO \$40,000.00 REQUESTED

SERVICE IMPLICATIONS:

CONTRACT EPOXY PAINTING TO EXTEND THE LIFE OF PAVEMENT MARKINGS.

OUTCOMES/REVIEW: *(HOW WILL YOU MEASURE SUCCESS OF PROJECT)*

COMPARE TO WATER-BASE PAINTING.

IMPLEMENTATION TIMETABLE:

CONSTRUCTION SEASON 2016



CITY OF WAUSAU 2016 SUPPLEMENTAL BUDGET REQUEST FORM

Department: PUBLIC WORKS

Project/Spending Description: EPOXY CHIP SEAL BRIDGE DECKS 110-1022-9-2490
BUDGET: BRIDGES AND CULVERTS

Ongoing Project Onetime Purchase/Expense

Department Priority: Critical High Medium Low

REQUESTED SUPPLEMENTAL FUNDING

EXPENSES	DESCRIPTION	FTE	AMOUNT
Personnel Services			
Contractual Services	EPOXY CHIP SEAL BRIDGE DECKS		\$80,000.00
Supplies and Expenses			
Building Materials			
Fixed Charges			
Capital Outlay			
Total			

REVENUES	DESCRIPTION	FTE	AMOUNT
Grants and Aids			
Public Charges for Services			
Other Revenue			
Total			

PURPOSE/DESCRIPTION OF REQUEST:
 CREATE BUDGET LINE IN BRIDGES & CULVERTS 110-1022-9-2490
 BUDGET REQUEST TO CONTRACTED SERVICES \$80,000.00

SERVICE IMPLICATIONS:

TO SEAL BRIDGE DECKS TO PRESERVE THE CONCRETE AND EXTEND THE LIFE OF THE BRIDGE.

OUTCOMES/REVIEW: *(HOW WILL YOU MEASURE SUCCESS OF PROJECT)*

MEASURE RECONSTRUCTION COSTS TO MAINTENANCE COSTS.

IMPLEMENTATION TIMETABLE:

CONSTRUCTION SEASON 2016



CITY OF WAUSAU 2016 SUPPLEMENTAL BUDGET REQUEST FORM

Department: PUBLIC WORKS

Project/Spending Description: PURCHASE LUMBER FOR ABATEMENTS, FIRES, ETC.
BUDGET: ALLEYS & OTHER-NON STREETS 110-1024-9-4310

Ongoing Project Onetime Purchase/Expense

Department Priority: Critical High Medium Low

REQUESTED SUPPLEMENTAL FUNDING

EXPENSES	DESCRIPTION	FTE	AMOUNT
Personnel Services			
Contractual Services			
Supplies and Expenses			
Building Materials	LUMBER		\$350.00
Fixed Charges			
Capital Outlay			
Total			

REVENUES	DESCRIPTION	FTE	AMOUNT
Grants and Aids			
Public Charges for Services			
Other Revenue			
Total			

PURPOSE/DESCRIPTION OF REQUEST:

CREATE GL 110-1024-9-4310 LUMBER
 FOR ABATEMENTS, FIRES, COMMUNITY DEVELOPMENT-DEMOLITION OF
 PROPERTIES.

AMOUNT REQUESTED \$350.00

SERVICE IMPLICATIONS:

TO SECURE BUILDINGS

OUTCOMES/REVIEW: *(HOW WILL YOU MEASURE SUCCESS OF PROJECT)*

HOW MANY ARE DONE.

IMPLEMENTATION TIMETABLE:

2016

SERVICE IMPLICATIONS:

SOME RESIDENTS WANT THIS SERVICE.

OUTCOMES/REVIEW: *(HOW WILL YOU MEASURE SUCCESS OF PROJECT)*

TO HAVE COLLECTION VS. NOT HAVING.

IMPLEMENTATION TIMETABLE:

SPRING 2016

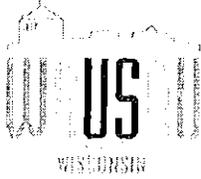
2016 BUDGET REDUCTION PROPOSALS

DEPARTMENT	REQUIRED REDUCTION	RECOMMEND	ATTACHMNT	DESCRIPTION	IMPACT	ONE TIME OR SUSTAINABLE	FTE	COSTS				REVENUES		NET BUDGET IMPACT	ASSESSED TAX RATE SAVINGS	
								PERSONNEL	CONTRACTUAL SERVICES	SUPPLIES EXPENSE	BUILDING MATERIALS	TOTAL	AMOUNT			FUNDING SOURCE
City Attorney	\$ 10,130	R		Reduce Legal Budget - Contractual Services		Unknown as dependent upon litigation and other legal services needs			10,130			10,130			10,130	\$0.004
Mayor's Office	\$ 11,670			Eliminate Mayor Salary Raise Approved by the HR Committee		Unsustainable. Salary modifications only allowed once during the term. No increase in eight years		11,670				11,670			11,670	\$0.005
Fire	\$ 221,773		Yes	Eliminate Staffing and training.	Layoffs would be necessary. Training reductions would risk the safety of staff and city	Not sustainable	2-3 FTE	221,773				221,773			221,773	\$0.091
Parks	\$ 48,126	R		End of Summer Season provides better financial projections on pool operations regarding pool attendance and concession income and expense	It appears no impact to services	Sustainable with adjustments to future experience and inflationary pressures			11,500			11,500	48,000	\$25,000 for pool attendance and \$11,500 for pool concessions	36,500	\$0.015
Parks		R		Purchase pool vacuum included within the operating budget from Pool Capital Budget	No impact to services for pool project	Sustainable				13,000		13,000		Allocate new pool vacuum to the pool construction account	13,000	\$0.005
Assessment	\$ 304	R		Adjust Board of Review Peridium. The 2016 BOR cases should be smaller since the revaluation just occurred.	It appears minimal impact to service	Sustainable		304				304			304	\$0.000
Unclassified	\$ 122,150			The majority of this increase represents the non represented salary increases for 2016.	Staff received no compensation incentives in 2015. Elimination of this line item would require a second year of all wage incentive freezes	Not sustainable		120,000				120,000			120,000	\$0.049
Police	\$ 460,421		Yes	Eliminate six sworn officer positions	Eliminate the entire Community Resource Unit through layoffs. This unit was created to address neighborhood issues such as drug houses and nuisance properties	Not sustainable	6 FTE	460,421				460,421			460,421	\$0.189
Finance	\$ 121,182			Increase is due to election calendar py to cy of \$85,000, an employee switching from no health plan to family plan 24,036, audit fees \$3,925, and City hall utility costs. Could remove comp time for election work of \$2,400. We would need to reduce staffine to compensate for the increase	Staff reductions would prevent timely work and reduce customer service. It would be difficult to meet election work demands or incorporate the PetData work in house.	Not sustainable	1.5 FTE	100,000		3,500		103,500			103,500	\$0.043
Finance		R		Bring pet data processing back in house.	City would perform petdata duties. Could get revenue from Weston to further improve the financial impact	Sustainable			22,000			22,000	7,000	Revenue from the Village	29,000	\$0.012
Engineering	\$ 60,000	R		Budget allocated engineering time to Thomas Street Project and Riverfront for time spent on redevelopment efforts	Allocations could fluctuate and would end when projects were complete. Staff would need to track time.	Sustainable for a short period of time		60,000				60,000			60,000	\$0.025
Engineering	\$ 15,838	R		The expectation was that rental licensing would be self sufficient. The 2015 budget suggests an operating loss and property taxes have been budgeted for 2016. Implement a \$2 to \$5 increase in the licensing period beginning 12/1/2016.	Fees would to offset program costs	Sustainable						15,838	Rental Licensing Fee Incre	15,838	\$0.007	

2016 BUDGET REDUCTION PROPOSALS

DEPARTMENT	REQUIRED REDUCTION	RECOMMEND	ATTACHMNT	DESCRIPTION	IMPACT	ONE TIME OR SUSTAINABLE	FTE	COSTS				REVENUES		NET BUDGET IMPACT	ASSESSED TAX RATE SAVINGS	
								PERSONNEL	CONTRACTUAL SERVICES	SUPPLIES EXPENSE	BUILDING MATERIALS	TOTAL	AMOUNT			FUNDING SOURCE
Finance	\$ 25,000	R		Transfer of Funds Revenue currently propose a reduction in the annual transfer from the Motor Pool Fund. This reduction of \$25,000 was going to occur annually so that the city could retain more cash in the motor pool fund to offset rolling stock purchases. Delay the reduction and bring the revenue up by \$25,000 for 2016 and contemplate for 2017.	It is in the City's long term best interest to ensure adequate funding is available for rolling stock replacments	Should be re-examined during the 2017 budget						25,000	Transfer from Motor Pool	25,000	\$0.010	
Finance	\$ 25,000	R		Transfer from Sewer Utility has been static at \$450,000 for many years. The City does not receive a payment in lieu of taxes like it does from the Water Utility	Increase this transfer by \$25,000	Sustainable						-	25,000	Transfer from the Sewer t	25,000	\$0.010
Human Resourc	\$ 3,500			The reason for the budget increase is a change in health insurance status on a departmental employee. The departments budget has been cut dramatically in prior years. The department in 2013 and 2014 spent \$46,000 and \$67,000 on professional services. This assistance is no longer needed and the budget as proposed has been reduced to \$20,000. If further cuts are necessary I would suggest an allocation to the health insurance fund in the amount of \$3,500.	Department needs to maintain some budget accounts to handle contractual services related to hiring employees and managing contracts	Sustainable					3,500			3,500	\$0.001	
Public Works	\$ 345,000			The majority of the budget increase is due to salary and fringes \$152,000 and motor pool of \$163,000. Reduction in motor pool has two implications. 1. One if winter is severe or work requires significant vehicle time the budget will be overdrawn. 2. If transfers to the motor pool are reduced it limits our ability to fund vehicle and equipment replacement. The addition of the fire department rolling stock has placed additional pressures on the motor pool budget. Staffing is not considered excess and has been reduced over the years. The budget does contain new CSO positions added in 2014 to manage the neighborhood blight issues. Part time staffing to supplemental our existing full time work force is an effective use of tax	Staffing Layoffs could be necessary or delay of fleet purchases. Fleet held to long may result in increased maintenance costs	Not Sustainable	2 FTE	152,000	163,000			315,000			315,000	\$0.130
							<u>12</u>	<u>1,126,168</u>	<u>195,130</u>	<u>15,000</u>	<u>13,000</u>	<u>1,352,798</u>	<u>120,838</u>		1,450,636	\$ 0.5966

Items in Yellow have been adjusted in the 2016 Budget by the Finance Committee



Wausau Fire Department

606 East Thomas Street
Wausau, Wisconsin 54403
Telephone (715) 261-7900
Fax (715) 261-7910



James E. Tipple, Mayor

Tracey Kujawa, Chief

Memo From: Tracey Kujawa, Fire Chief 

Memo To: Mayor Tipple, Finance Director Groat

Date: September 29, 2015

Subject: 2016 Operational Budget

The following is a brief overview, focused on the accounts that have increased significantly resulting in an operational budget increases for 2016. It will also outline the impact in keeping the funding levels identical to the adopted 2015 Operational Budget. Based upon the Finance Committee's directives the budget reduction for the Fire Department 2016 Operational Budget is \$221,773.00.

The following are the accounts which have experienced significant increases in the 2016 Operational Budget and reasoning for this increase.

Personnel Costs

2016 Executive Budget	\$5,825,392.66
2015 Adopted Budget	<u>\$5,718,903.51</u>
Amount Difference	\$106,489.15

Personnel costs would include the following items: salaries, holiday pay, social security, retirement employees share, hospital/health insurance, dental insurance, life insurance and worker's compensation. The escalation of wages and benefits is the result of the negotiated increase in wages of line personnel (2%) and an increase in health insurance costs (2.5%).

Other Professional Services (Fire Administration)

2016 Executive Budget	\$18,000.00
2015 Adopted Budget	<u>\$5,500.00</u>
Amount Difference	\$12,500.00
Line Item 110 51092190	<u>\$7,200</u>
Actual Increase	\$5,300

This account mainly funds the services provided by CCIT and the maintenance of our Fire Reporting Software. The movement of the Professional Services Account/Maintenance (110 51092190) to this line item added \$7200.00 to this account and therefore although the increase

looks substantial it is actually \$7,200.00 less because we combined accounts. In 2015, services from CCIT cost \$9,024.00 and on average we have experienced a 6% - 7% increase annually.

Motor Pool

2016 Executive Budget	\$197,000.00
<u>2015 Adopted Budget</u>	<u>\$110,846.00</u>
Amount Difference	\$86,154.00

The Motor Pool account is an account utilized for the maintenance and repair of Department vehicles which is managed through the Department of Public Works.

Lab/Medical Supplies

2016 Executive Budget	\$75,000
<u>2015 Adopted Budget</u>	<u>\$57,500</u>
Amount Difference	\$17,500

This account is used for the sole purpose of purchasing medications which are used in treatment of patients on EMS requests. Medication costs are continually on the rise and therefore the need to increase the budget responsible for the purchase of these items.

Other Professional Services/EMS

2016 Executive Budget	\$140,000.00
<u>2015 Adopted Budget</u>	<u>\$129,000.00</u>
Amount Difference	\$11,000.00

This line item is simply utilized to pay our billing company for providing billing services. LifeQuest is currently our billing company and the amount they bill the Wausau Fire Department has some dependency on how much revenue they acquire for the Department. The revenue for the 2015 year, so far, are substantially higher than anticipated and therefore the billing company will charge us more for that outcome. We did not anticipate this increase in revenue for the 2015 budget and therefore it does not accurately reflect the actual costs and therefore we have increased the 2016 dollar amount to reflect the estimated cost for 2015 which is an \$11,000.00 increase.

Clothing Uniform

2016 Executive Budget	\$18,000.00
<u>2015 Adopted Budget</u>	<u>\$3,500.00</u>
Amount Difference	\$14,500.00

This account is most often utilized for the purchase of personal protective equipment (PPE), i.e. turnout gear. In the past two years we have purchased PPE through a Capital Improvement Project but this year the estimated cost did not meet the dollar amount required for this request. We need to begin a replacement rotation of PPE for our employees to keep them safe. The replacement or repair of PPE is determined through an annual inspection process and this year we are estimating the need to replace and/or repair about seven pairs of turnout gear which corresponds to the increase in this line item.

Total of Aforementioned Increases

\$248,143.15

The increases mentioned above are inescapable and they obviously are the source for the increase when comparing the 2016 Executive Budget to the current 2015 Adopted Budget. The other changes in the budget which involve “discretionary” items actually represent a decrease in totality by \$4,140.00 when the 2016 Executive Budget is compared to the 2015 Adopted Budget.

Therefore, the only option to meet the goal of decreasing the 2016 Executive Budget, if there is agreement that the aforementioned items are necessary, is through additional decreases in the existing budget which could potentially impact our public education and training programs. Obviously, by eliminating these programs the safety of the community would be compromised and the personnel at the Wausau Fire Department would be at increased risk. And the actuality is that the current cost of these programs is already minuscule and only amounts to approximately \$20,000.00 which doesn't even come close to the requested decrease.

The only other measure that could be employed to achieve the recommended savings of \$221,773.00 is through personnel costs. I simply don't have the flexibility in this budget that would allow me the costs savings requested. The current dollar flexibility of this budget as a whole, that isn't allocated for motor pool, salaries and benefits, ambulance billing, medications, paramedic supplies, utility charges and fixed charges, amounts to less than \$150,000.00; which does not even come close to the requested savings.

The elimination of personnel would certainly affect the service which Wausau Fire Department provides to our community. To maintain the efficiencies of this Department, with even less staff than we currently have, would be virtually impossible. This venture would negatively impact response times which would have an effect on life safety and property loss and potentially the City's ISO rating. It has been over 40 years since the City of Wausau has had an increase in line staffing levels at the Wausau Fire Department and yet the requests for services continue to increase. We continue to strive to accomplish the “more with less” cliché but the fact is that this budget is already at the minimum when it comes to providing services to our community.

MEMORANDUM

JEFFREY G. HARDEL
CHIEF OF POLICE

James E. Tipple
Mayor

Work 715-261-7801
Cell 715-370-4545
Fax 715-261-4185

DATE: September 28, 2015
TO: City of Wausau, Finance Committee
RE: Finance Directive to Reduce 2016 Wausau Police Budget by \$460,421

With staff and all the fixed costs passed on to city departments, Wausau Police operating budget is about 3%. This 3% allows our organization to function effectively and efficiently. We have very little wiggle room in our 3% operating budget unless we want to expose our officers and create greater liability in reducing officer training and things of that nature.

The only way we can accomplish meeting your directive is by eliminating staff. Eliminating six police positions at \$75,000 per position would get us to \$450,000. We would still need to cut an additional \$10,421.

The impact of eliminating six sworn positions would be devastating to the service that we provide this community. Six years ago, we had a number of neighborhoods in our community that felt unsafe and were being ravaged by drug dealing and drug use. We devised a plan to attack and address crime in these neighborhoods with strict enforcement, code violations, and nuisance enforcement. The Community Resource Unit (CRU) was created to address neighborhood issues and has had an enormous impact on the quality of life in our community. I have attached a document that demonstrates the impact that CRU has had on our community.

Eliminating six positions would eliminate the entire Community Resource Unit. This would also include the new neighborhood position that was developed to coordinate and facilitate the neighborhoods groups. This would also eliminate all the landlord notifications and declarations of chronic nuisance properties.

Patrol responds to 44,000 service calls a year and cutting positions from patrol would hinder our ability to provide the police services that our community expects from us. Cutting sworn positions will also create staffing shortages which will result in an increase in overtime to maintain our minimum staffing levels. It is vital to provide enough staff to ensure the safety of officers.

Another impact of cutting positions is the partnerships that we have worked hard to develop with the Alexander Foundation and the Wausau School District. Gary Freels (Alexander Foundation) is very committed to the Wausau Community and he has encouraged Wausau PD to be aggressive in addressing the drug trade in our community. Gary has taken this a step further and funded additional staff dedicated to addressing drug houses and drug neighborhoods.

We have also partnered with the Wausau School District to create an additional School Resource Officer and an additional Neighborhood officer. Should these positions be cut I have serious concerns about the level of support the City of Wausau would receive in the future from the Alexander Foundation or the Wausau School District.



James E. Tipple
Mayor

Jeffrey G. Hardel
Chief of Police
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Wausau Police Department

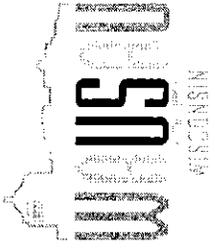
Community Resource Unit 2014 Year End Update

General Information

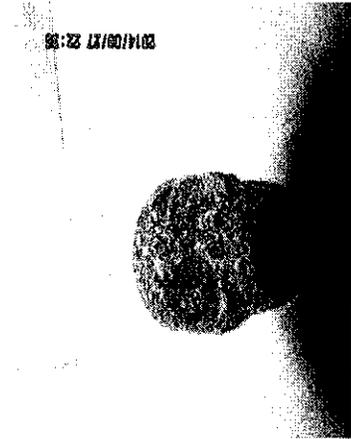
- The Community Resource Unit (CRO Unit) is proud of the strides taken in the year 2014 to enhance the quality of life for Wausau area residents through partnerships with the community we serve. Drugs, prostitution, and poor rental management have undoubtedly been the focus of much of our enforcement efforts, which have in some fashion contributed to many of the quality of life issues we have been asked to resolve.
- We executed 59 search warrants and seized over \$138,000 in illegal drugs and proceeds over the last year. We arrested 228 individuals as a result of our investigations.
- The unit conducted over 60 controlled drug buys in 2014.
- The unit seized almost \$20,000 in currency and executed forfeitures of over \$14,000 additional currency and a vehicle. As a result of the investigations, 16 firearms were seized.
- Total drug seizures included: 5,278 grams of Marijuana, 61.44 grams of Cocaine, 612.46 grams of Methamphetamine, 33.06 grams of heroin, and 1381.61 grams of Psilocybin. Other seizures included quantities of Ecstasy, LSD, and Prescription Pills.
- The unit investigated (3) different marijuana grows in residences within the city. This resulted in the seizure of 52 marijuana plants and numerous grow related items.
- In total, the CRO Unit arrested 6 persons for prostitution and issued 9 citations for violation of the City of Wausau Prostitution Ordinance.

James E. Tipple
Mayor

Jeffrey G. Hardel
Chief of Police
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Wausau Police Department





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Wausau Police Department

Chronic Nuisance Premises Information

	2014	2013
Notice of Police Response Letters	953	953
Chronic Nuisance Premises Declarations	28	58
Chronic Nuisance Premises Citations	3	11
Chronic Nuisance Landlord Citations	0	1



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Wausau Police Department

Search Warrant/Arrest Information

	2014 Total	2013 Total
Search Warrants	59	19
Consent Searches	11	9
Garbage Picks	149	142
Total Arrests	228	110
Arrest Warrants	28	45
Probation Holds	40	28
Misdemeanor Charges	240	93
Felony Charges	244	71



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Wausau Police Department

Seizures

	2014 Total	2013 Total
THC (grams)	5278.02	785.49
THC (plants)	52	11
Cocaine (grams)	61.44	2.88
Heroin (grams)	33.06	21.85
Methamphetamine (grams)	612.46	247.53
Prescriptions (units)	705.5	186
Drug Paraphernalia (items)	399	154
Psilocybin	1381.61	0
Total Currency	33240	6570

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Wausau Police Department

Marijuana	5278.02 Grams		\$47,000
Marijuana Plants	52		Varies
Cocaine	61.44 grams		\$6144
Methamphetamine	612.46 grams		\$61,246
Heroin	33.06 grams		\$16,530
Drug Paraphernalia	399 articles		Varies
Pills	705.5		Varies
Psilocybin	1381.61		\$7,400
Currency	\$33,240		\$33,240

