

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



OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the Common Council of the City of Wausau, Wisconsin will hold a regular or special meeting on the date, time and location shown below.

Special Meeting of the: **COMMON COUNCIL OF THE CITY OF WAUSAU**
 Date/Time: **Tuesday, March 1, 2016 at 7:00 PM**
 Location: **City Hall (407 Grant Street, Wausau WI 54403) - Council Chambers**
 Members: **Bill Nagle, Romey Wagner, David Nutting, Tom Neal, Gary Gisselman, Keene Winters, Lisa Rasmussen, Karen Kellbach, David Oberbeck, Sherry Abitz, Robert Mielke**

Call to Order

Pledge of Allegiance / Roll Call / Proclamations

Presentations:

Public Comment: (Pre-registered citizens for matters appearing on the agenda)

Communications: (Mayor / Alderpersons / Department Heads or designee)

Committee Reports: (All standing and non-standing committees, commissions or boards)

File #	CMT	Consent Agenda	ACT
16-0301		Minutes of previous meeting(s).	
16-0308	PLAN	Resolution approving a conditional use at 725 Woods Place to allow for construction of a private airplane hangar to cover 3,984 square feet at the Wausau Downtown Airport, in a R2, Single Family Residence District	Approved 5-0
16-0108	PH&S	Resolution approving or denying various licenses as indicated	Approved 5-0

File #	CMT	Resolutions and Ordinances	ACT
16-0303		Confirmation of Mayor's Appointments	
16-0304	HR & FIN	Joint Resolution authorizing Compensation Plan Adjustment - Internal Alignment for Fire Department Battalion Chiefs	Approved 4-0 Approved 5-0
16-0305	HR & FIN	Joint Resolution authorizing Compensation Plan Adjustment - Internal Alignment for Police Department Captains	Approved 4-0 Approved 5-0
16-0306	HR & FIN	Joint Resolution authorizing Compensation Plan Adjustment - Internal Alignment for Police Department Lieutenants	Approved 4-0 Approved 5-0
04-0306	HR	Resolution authorizing bargaining agreement between the City of Wausau and Amalgamated Transit Union, ALF-CIO Local 1168 for July 1, 2015-June 30, 2017	Approved 4-0
16-0307	FIN	Resolution allocating the soon to be announced Live It Up Wausau program \$130,000 and marketing resources not to exceed \$20,000 from Tax Increment Financing District #2 funds previously approved for the improvement of housing stock	Approved 4-0
15-1109	FIN	Resolution authorizing modification of the 2016 Budget for Legal Fees	Approved 5-0
15-1109	FIN	Resolution authorizing modification of the 2015 Budget	Approved 5-0

Public Comment & Suggestions - (for matters not appearing on the agenda)
Adjournment

Signed by James E. Tipple, Mayor

This Notice was posted at City Hall and faxed to the Daily Herald newsroom on 2/25/16 @ 3:00 pm. Questions regarding this agenda may be directed to the City Clerk.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids & services. For information or to request this service, contact the City Clerk at (715) 261-6620.

RESOLUTION OF THE PLAN COMMISSION

Approve a conditional use at 725 Woods Place to allow for construction of a private airplane hangar to cover 3,984 square feet at the Wausau Downtown Airport, in a R2, Single Family Residence District.

Committee Action: Approved 5-0

Fiscal Impact: None.

File Number: 16-0308

Date Introduced:

March 1, 2016

WHEREAS, on January 19, 2016, the Plan Commission held a public hearing to consider a request from Derrick Siebert, for a conditional use at 725 Woods Place to allow for construction of a private airplane hangar to cover 3,984 square feet at the Wausau Downtown Airport; and

WHEREAS, the proposed development is airport related, and alternative locations for these types of facilities do not exist within the city limits; and

WHEREAS, a “blanket” conditional use was approved in 2004 to allow for the construction of multiple hangars of the same general size and style to the one currently being proposed; and

WHEREAS, the proposed hangar is not within the previously approved hangar development area, but it conforms to airport layout plans adopted by the Airport Committee; and

WHEREAS, the proposed use should not be detrimental to the health, safety, or welfare of the public and is not expected to negatively impact surrounding property owners; now therefore

BE IT RESOLVED that the Common Council of the City of Wausau hereby approves a conditional use at 725 Woods Place to allow for construction of a private airplane hangar to cover 3,984 square feet at the Wausau Downtown Area, as presented.

Approved:

James E. Tipple, Mayor

PLAN COMMISSION

Time and Date: The Plan Commission met on Tuesday, January 19, 2016, at 5:00 p.m. in the Common Council Chambers of Wausau City Hall.

Members Present: Mayor Tipple, Gisselman, Atwell, Oberbeck, Bohlken

Others Present: Lenz, DeSantis, Hebert, Mark Brown, Glenda Brown, Moore, Donovan, Garrett, Kapinsky

PUBLIC HEARING: Discussion and possible action on approving a conditional use at 725 Woods Place to allow for construction of a private airplane hangar to cover 3,984 square feet at the Wausau Downtown Airport in a R2, Single Family Residence District.

Mayor Tipple closed the public hearing.

Lenz said the proposed hangar is for the north side of the Wausau Downtown Airport and is shown on the 4th page of the packet. The airport is zoned for residential use and airplane hangars require a conditional use. This particular hangar does not fall in the area that is covered under a blanket conditional use. It conforms to the other hangars and fits with the airports plans. These uses have been approved in the past, as it is the proper location. The details of the lease are being worked out and will be brought to the Finance Committee. Staff recommends approval.

Atwell motioned to approve a conditional use at 725 Woods Place to allow for construction of a private airplane hangar to cover 3,984 square feet at the Wausau Downtown Airport in a R2, Single Family Residence District. Oberbeck seconded and the motion carried unanimously 5-0.



STAFF REPORT

TO: City of Wausau Plan Commission

FROM: Brad Lenz, City Planner

DATE: January 7, 2016

GENERAL INFORMATION

APPLICANT: Derrick Siebert

LOCATION: 725 Woods Place

EXISTING ZONING: R2, Single Family Residential

REQUESTED ZONING: Conditional Use

PURPOSE: To allow for construction of 60-foot by 66-foot private airplane hangar at the Wausau Downtown Airport. Airports, including aircraft hangars, are conditional uses in an R2 District.

EXISTING LAND USE: Wausau Downtown Airport

SURROUNDING LAND USE AND ZONING:

The hangar is proposed to be located within the confines of the Wausau Downtown Airport, along its northern boundary. Outside the airport to the west is land owned by Marathon County that houses a variety of health-related buildings. To the north of the airport is a single-family residential area. The nearest home to the proposed hangar would be approximately 150 feet away.

ANALYSIS

From Wausau Municipal Code 23.72.060, no conditional use shall be recommended by the city plan commission unless the commission finds:

(a) That the establishment, maintenance, or operation of the conditional use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;

(b) That the conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood;

(c) That the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district;

(d) That adequate utilities, access roads, drainage and/or necessary facilities have been or are being provided;

(e) That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets; and

(f) That the conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as the regulations may, in each instance, be modified by the common council pursuant to the recommendations of the city plan commission.

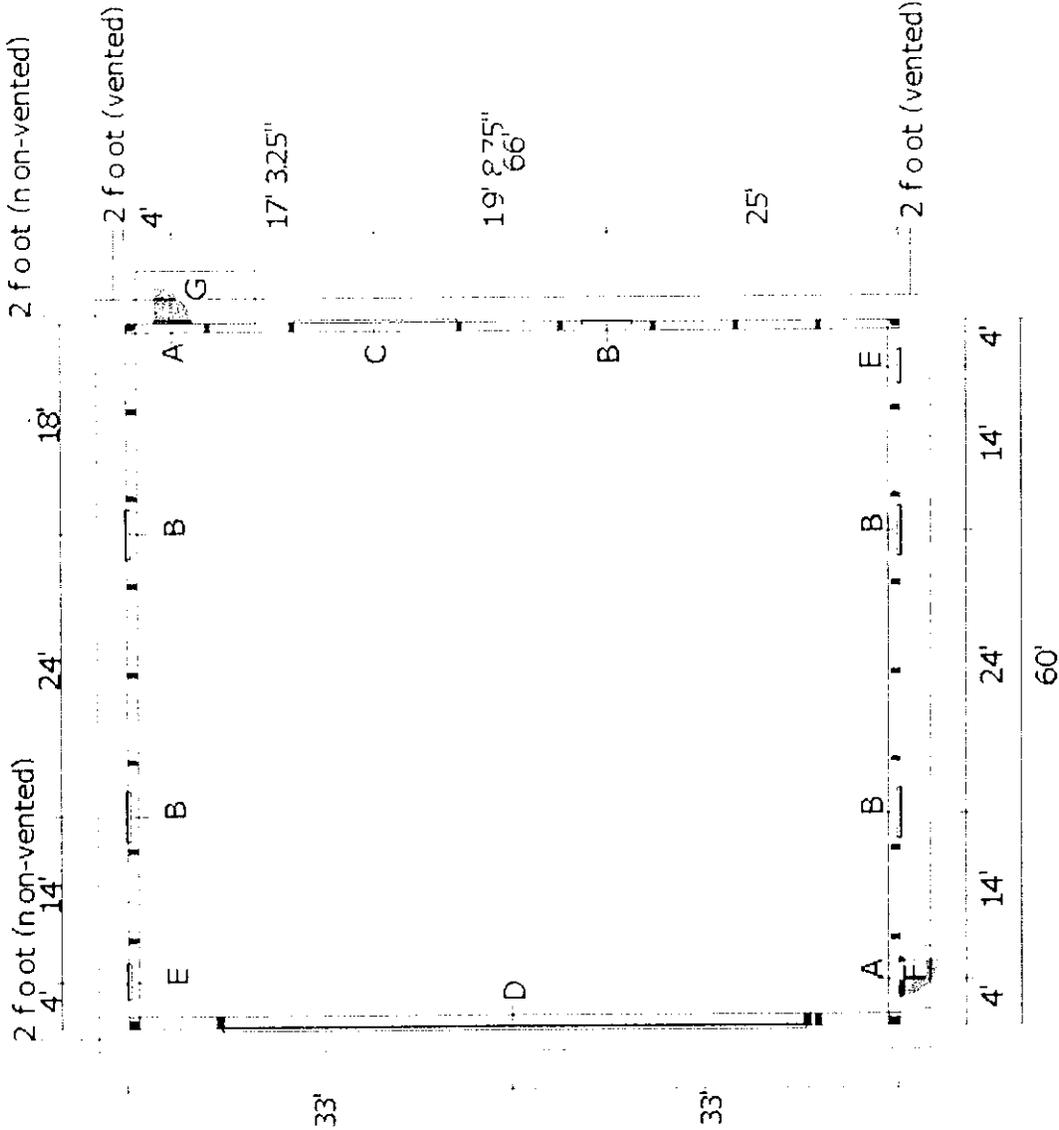
The Plan Commission and Common Council have historically approved conditional use requests that expand airport facilities and related uses at the Wausau Downtown Airport. The proposed development is airport related, and alternative locations for these types of facilities do not exist within the city limits.

A “blanket” conditional use was approved in 2004 to allow for the construction of multiple hangars of the same general size and style to the one currently being proposed. The proposed hangar is not within the previously approved hangar development area, but it conforms to airport layout plans adopted by the Airport Committee.

The proposed conditional use should not be detrimental to the health, safety, or welfare of the public. It is also not expected to negatively impact surrounding property owners. Similar hangars already exist in the immediate area.

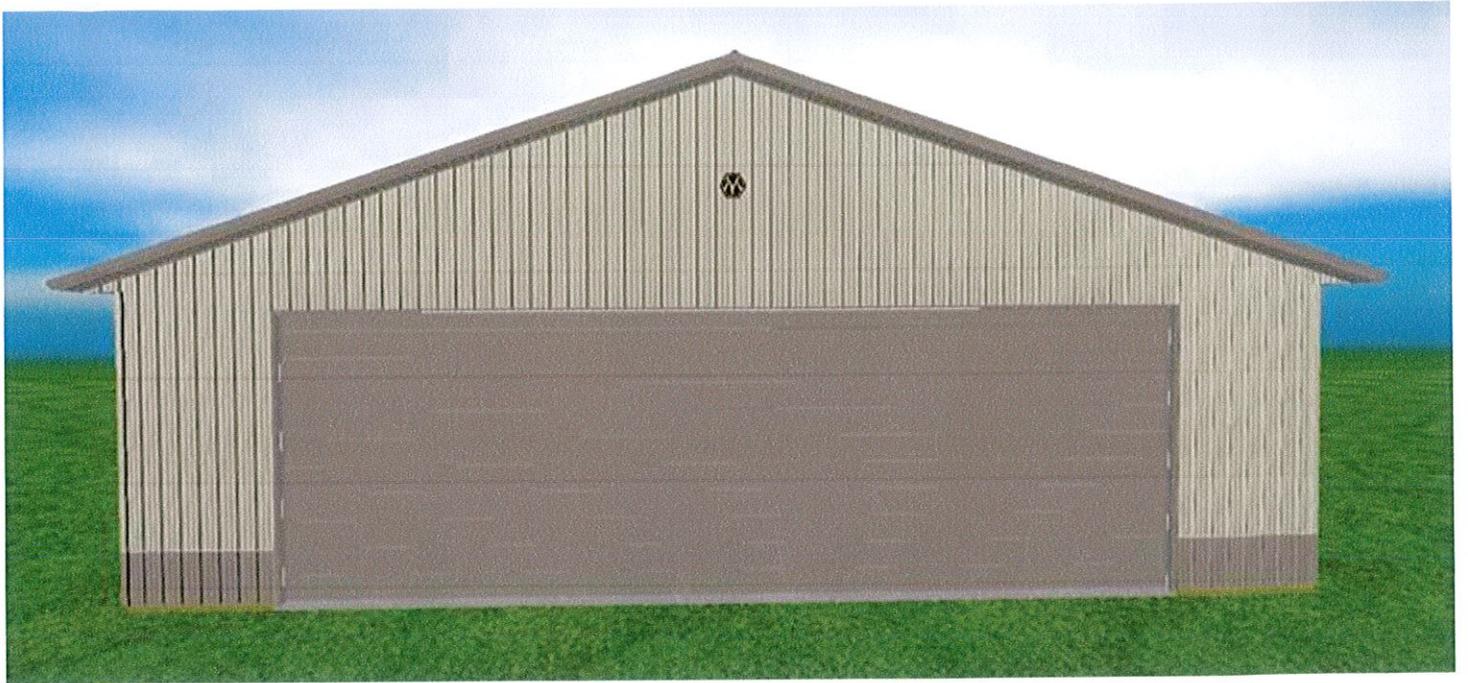
The Airport Committee has previously reviewed the plan for the proposed hangar. A lease agreement with the owner will be executed, with prior approval through the Finance Committee.

- A. (2) 3' x 6' 8" MB 910 9 Lite Tempered Glass in a 10' x 10' frame with Embossed Crossback Walk Door(s) but swing right hinge with interconnected lever lockset with deadbolt, closer
- B. (5) 4' 4" x 2' 9" 9 Lite MB Sliding Window(s) with 1 1/2" x 3/4" brass louvers shutter(s) with low E glass with argon
- C. (1) 14'0" x 14'0" Overhead Door Opener (Requires a minimum 14' 2" x 14' 1" panel), 1 6" Head and Aluminum Bi Fold Door
- D. (1) Opening for 55'0" x 16'0" Clear, Screwless Aluminum Bi Fold Door with finish steel, trim & fasteners, single-layer or 2" fiberglass
- E. (2) 3' x 3' (9 sq. ft.) Window This opening will be prepared for a door/window unit with a minimum height of window approx. 15' ft above grade
- F. (1) 5 linear feet of coverage, 2" wide Eyebrow, 6" fascia and 10/12 roof pitch, 8' 4" grade to soffit Start eyebrow on North wall 1.5 feet from left edge of building for 5 feet Start of eyebrow Straight and end of eyebrow Straight
Roof of eyebrow to be Fluoroflex™ 1000 Hi-Rib Steel w/ 5" x 5" Concrete Pad
- G. (1) 10 linear feet of coverage, 4" wide Eyebrow, 6" fascia with 10/12 roof pitch, 8' 4" grade to soffit Start eyebrow on West wall 5 feet from left edge of building for 10 feet Start of eyebrow Straight and end of eyebrow Straight
Roof of eyebrow to be Fluoroflex™ 1000 Hi-Rib Steel w/ 6" x 4" concrete pad











CITY OF WAUSAU, 407 Grant Street, Wausau, WI 54403

RESOLUTION OF THE PUBLIC HEALTH & SAFETY COMMITTEE

Approving or Denying Various Licenses as Indicated

Committee Action: Approved 5-0

Fiscal Impact: None

File Number: 16-0108

Date Introduced: March 1, 2016

FISCAL IMPACT SUMMARY

COSTS	<i>Budget Neutral</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
	<i>Included in Budget:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Budget Source:</i>
	<i>One-time Costs:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Amount:</i>
	<i>Recurring Costs:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Amount:</i>
SOURCE	<i>Fee Financed:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Amount:</i>
	<i>Grant Financed:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Amount:</i>
	<i>Debt Financed:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Amount</i> <i>Annual Retirement</i>
	<i>TID Financed:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Amount:</i>
	<i>TID Source: Increment Revenue</i> <input type="checkbox"/> <i>Debt</i> <input type="checkbox"/> <i>Funds on Hand</i> <input type="checkbox"/> <i>Interfund Loan</i> <input type="checkbox"/>			

RESOLUTION

WHEREAS, your Public Health and Safety Committee considered certain license applications at its February 15, 2016 meeting and has made recommendations that are attached hereto in the meeting minutes and recommends these actions to the Council for its approval, now therefore

BE IT RESOLVED by the Common Council of the City of Wausau that the City Clerk be hereby authorized to issue the licenses on the attached list, incorporated as part of this resolution, according to recommendations made by the Public Health & Safety Committee and upon successful completion and acceptable proof that all applicable state and municipal regulations and requirements have been met by the applicants.

Approved:

James E. Tipple, Mayor

PUBLIC HEALTH & SAFETY COMMITTEE

Date and Time: Monday, February 15, 2015 at 5:15 pm, (Council Chambers)

Members Present: Rasmussen (C), Wagner, Neal, Gisselman, Kellbach

Others Present: Alfonso, Rayala, Kujawa, Goede, Dick Holster, Lindsey Lewitzke, Allen Hendricks, Jenna Heck, Amy Leanoff, Angie Livingstone, Christina Winterhoff

Minutes of previous meeting(s) (1/18/16)

Motion by Neal, second by Kellbach to approve the minutes of the previous meeting (1/18/2016). Motion carried 5-0.

Consider various license applications.

Rasmussen stated there was one denial recommendation for Public Transport Drivers: Nicolas Narlock and Daniel Petrowski. Neither was present.

Motion by Wagner, second by Neal to approve or deny licenses as recommended by staff. Motion carried 5-0.

CLERK'S REPORT TO PUBLIC HEALTH & SAFETY COMMITTEE

February 15, 2016 Meeting

AGENDA ITEM

Approve or deny various licenses as indicated on the attached summary report of all applications received.

ADDITIONAL INFORMATION

Applications as listed have or will have a background check run by staff and reviewed by the Police Chief or his designee. Applications marked pending will have a status update at the meeting. In accordance with city ordinance, **all permits approved are held for debts owed to the city until the debt is paid in full.**

1. Two Public Transport Driver License applications were recommended for denial by Chief Hardel: Nicholas Narlock - extensive record including felony convictions, OWI's and drug convictions; and Daniel Petroski - Felony convictions and 6 OWI convictions.
2. Public Transport Business application from Northwoods Cab, LLC, located at 5207 Scott St, Schofield, to conduct business in Wausau. Owner, Rochelle Rigney.
3. Downtown Grocery has filed an Alcohol Premise Transfer of the Class A Beer & Liquor license from 607 3rd Street to a temporary site at A168 Wausau Center Mall.
4. Two applications filed for Class B Beer/Class C Wine licenses allowed for restaurants: Golden Dragon Pho, LLC, in the Wausau World Market, 828 S 3rd Avenue; and John VanSlate, for 319 Bistro, 319 4th Street.
5. Fast Fuel Mart, LLC, 407 North 3rd Avenue, is applying to add a Class A Liquor license to the Class A Beer license currently held at this location.
6. There are several Temporary Class B Retailer (Picnic) License applications: Special Olympics Polar Plunge; St. Anne's Catholic Church Polka Festival, Wausau Events Balloon Rally-Rib Fest and Big Bull Falls Blues Fest.
7. ADCH LLC, dba Allister Deacon's, 300 3rd St, has submitted an application for a Sidewalk Café with alcohol service.

STAFF RECOMMENDATION

Staff recommendation is to approve or deny as indicated on the summary report including those that may be introduced at the meeting. Please let me know if you have any question regarding any license applications listed.

Mary Goede, Deputy Clerk

Date of Report: February 10, 2016

(715) 261-6620

HEALTH AND SAFETY LIST
ALL LICENSES
FEBRUARY 15, 2016REPORT ID: LRS530I
RUN DATE: 2/11/16
RUN TIME: 14:10:15

<u>NAME</u> <u>ADDRESS</u>	<u>RECORD</u> <u>YEAR</u>	<u>APPLICATION</u> <u>DATE</u>	<u>EVENT START</u> <u>DATE</u>	<u>EXPIRATION</u> <u>DATE</u>	<u>REVOCATION</u> <u>DATE</u>	<u>BUSINESS NAME</u>	<u>LICENSE TYPE</u>	<u>APR</u>	<u>DEN</u>	<u>PEN</u>	<u>OWES</u> <u>DEBT</u>
DOWNTOWN GROCERY.COM LLC 607 3RD ST WAUSAU, WI 54403	2015	2/02/2016	7/01/2015	6/30/2016		DOWNTOWN GROCERY.COM	ALCOHOL PREMISE TRANSFER	✓			
GOLDEN DRAGON PHO, LLC 828 S 3RD AVE WAUSAU, WI 54401	2015	1/20/2016	3/09/2015	6/30/2016		GOLDEN DRAGON PHO	CLASS B BEER/CLASS C WINE	✓			
VANSLATE JOHN 319 4TH ST WAUSAU, WI 54403	2015	2/08/2016	7/01/2015	6/30/2016		319 BISTRO	CLASS B BEER/CLASS C WINE	✓			
FAST FUEL MART, LLC 407 N THIRD AVE WAUSAU, WI 54401	2015	2/08/2016	3/09/2015	6/30/2016		FAST FUEL MART #2	CLASS A LIQUOR	✓			
MID STATE SISTERS OF SKATE C/O KRISTIN CONWAY 222 RADTKE ST SCHOFIELD, WI 54476	2016	2/10/2016	4/09/2016	4/10/2016		ROLLER DERBY BOUT	TEMP CLASS B RETAILER	✓			
SPECIAL OLYMPICS WISNORTH CENT 2804 RIB MOUNTAIN DR #C WAUSAU, WI 54401	2016	1/28/2016	2/27/2016	2/27/2016		SPECIAL OLYMPICS POL	TEMP CLASS B RETAILER	✓			
ST ANNE'S CATHOLIC CHURCH 710 N 6TH AVE WAUSAU, WI 54401	2016	2/03/2016	6/17/2016	6/19/2016		ST ANNE'S CATHOLIC C	TEMP CLASS B RETAILER	✓			
WAUSAU EVENTS 316 SCOTT ST WAUSAU, WI 54403	2016	2/04/2016	7/07/2016	7/10/2016		BALLOON RALLY / RIB	TEMP CLASS B RETAILER	✓			
WAUSAU EVENTS 316 SCOTT ST WAUSAU, WI 54403	2016	2/04/2016	8/19/2016	8/20/2016		BIG BULL FALLS BLUES	TEMP CLASS B RETAILER	✓			
BASHIR, JASMIN K 914 GRAND AVE APT #17 WAUSAU, WI 54403	2015	1/26/2016		6/30/2016		WALGREEN'S STORE #07	OPERATOR NEW	✓			
BUETTNER, SARAH M 1828 N 10TH AVE WAUSAU, WI 54401	2015	2/05/2016		6/30/2016		TRIG'S WAUSAU	OPERATOR NEW	✓			
COPPOCK, EVAN G 1934 EVA RD APT #1 KRONENWETTER, WI 54455	2015	1/25/2016		6/30/2016		THE STORE #62	OPERATOR NEW	✓			
HAMILTON, ALISHA J 1300 N 9TH AVE APT 5E WAUSAU, WI 54401	2015	1/22/2016		6/30/2016		TRIG'S WAUSAU	OPERATOR NEW	✓			

HEALTH AND SAFETY LIST
ALL LICENSES
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<u>NAME</u> <u>ADDRESS</u>	<u>RECORD</u> <u>YEAR</u>	<u>APPLICATION</u> <u>DATE</u>	<u>EVENT START</u> <u>DATE</u>	<u>EXPIRATION</u> <u>DATE</u>	<u>REVOCATION</u> <u>DATE</u>	<u>BUSINESS NAME</u>	<u>LICENSE TYPE</u>	<u>APR</u>	<u>DEN</u>	<u>PEN</u>	<u>OWES</u> <u>DEBT</u>
HER, DAMOON 3000 GOLDENROD RD WAUSAU, WI 54401	2015	1/25/2016		6/30/2016		KOHLMAN'S INC	OPERATOR NEW	✓			
HOLTZ, BETH M 1840 PARDEE STREET WAUSAU, WI 54401	2016	1/21/2016		6/30/2017		TREMOR'S BAR	OPERATOR NEW	✓			
JONES-TOVAR, SAMANTHA A 2700 5TH AVE APT 27 STEVENS POINT, WI 54481	2016	1/14/2016		6/30/2017		SHOWTIME	OPERATOR NEW	✓			
KUHNERT, SHEILA K 5302 FULLER ST SCHOFIELD, WI 54476	2015	1/20/2016		6/30/2016		THE STORE #62	OPERATOR NEW	✓			
LEE, AMANDA K 2415 GOWEN ST APT #3 WAUSAU, WI 54403	2015	1/27/2016		6/30/2016		WALGREEN'S STORE #07	OPERATOR NEW	✓			
MAGEE, CHAYSE R 423 N 6TH AVE WAUSAU, WI 54401	2015	1/28/2016		6/30/2016		R STORE #6	OPERATOR NEW	✓			
MICKE, SAMANTHA R P3721 EAU CLAIRE RIVER R ANIWA, WI 54408	2015	1/27/2016		6/30/2016		SHOPKO 079	OPERATOR NEW	✓			
MOUA, PA MEE 2301 OVERLOOK DR WAUSAU, WI 54401	2016	2/05/2016		6/30/2017		R-STORE #34	OPERATOR NEW	✓			
MUENCHOW, BRIANNA N 512 S 3RD AVE WAUSAU, WI 54401	2015	1/25/2016		6/30/2016		THE STORE #62	OPERATOR NEW	✓			
REISSNER, JODY M 2069 GARY LEE DR KRONENWETTER, WI 54455	2015	2/01/2016		6/30/2016		THE STORE #62	OPERATOR NEW	✓			
SALZMAN, RYAN A 1208 S 11TH AVE WAUSAU, WI 54401	2015	1/29/2016		6/30/2016		KRIST FOOD MART #89	OPERATOR NEW	✓			
SOMMERS, KRISTIN E 5303 SHERMAN ST #77 WAUSAU, WI 54401	2015	1/28/2016		6/30/2016		NOODLES & COMPANY	OPERATOR NEW	✓			
WHITE, LEAH A 714 STARK ST WAUSAU, WI 54403	2015	1/11/2016		6/30/2016		VARIOUS	OPERATOR NEW	✓			
WRIGHT, BRITTANY B 5003 ASPEN ST SCHOFIELD, WI 54476	2015	2/04/2016		6/30/2016		R STORE #8	OPERATOR NEW	✓			

HEALTH AND SAFETY LIST
ALL LICENSES
FEBRUARY 15, 2016REPORT ID: LRS5301
RUN DATE: 2/11/16
RUN TIME: 14:10:15

<u>NAME</u> <u>ADDRESS</u>	<u>RECORD</u> <u>YEAR</u>	<u>APPLICATION</u> <u>DATE</u>	<u>EVENT START</u> <u>DATE</u>	<u>EXPIRATION</u> <u>DATE</u>	<u>REVOCAION</u> <u>DATE</u>	<u>BUSINESS NAME</u>	<u>LICENSE TYPE</u>	<u>APR</u>	<u>DEN</u>	<u>PEN</u>	<u>OWES</u> <u>DEBT</u>
YARISH, ADAM W 216 N 4TH AVENUE WAUSAU, WI 54401	2015	1/26/2016		6/30/2016		RED EYE BREWING COMP	OPERATOR NEW	✓			
CONWAY, KRISTIN 222 RADTKE ST SCHOFIELD, WI 54476	2016	2/10/2016	4/09/2016	4/10/2016		ROLLER DERBY BOUT	OPERATOR TEMPORARY	✓			
LANG, CRAIG 2212 W WAUSAU AVE WAUSAU, WI 54401	2016	1/22/2016	6/03/2016	6/05/2016		HOLY NAME SUMMER FUN	OPERATOR TEMPORARY	✓			
LANG, KELLY J 2212 W WAUSAU AVE WAUSAU, WI 54403	2016	1/22/2016	6/03/2016	6/05/2016		HOLY NAME SUMMERFUN	OPERATOR TEMPORARY	✓			
HER, XENG 1917 N 10TH AVE #2 WAUSAU, WI 54401	2015	2/01/2016		6/30/2017		WALGREENS #13371	OPERATOR - LAPSED RENEWAL	✓			
KEEN, RANDAL 1006 PINE ST WAUSAU, WI 54401	2015	1/19/2016		6/30/2017		WALGREEN'S STORE #07	OPERATOR - LAPSED RENEWAL	✓			
LUEDTKE, NICOLE W 1309 MCINTOSH ST WAUSAU, WI 54403	2015	1/13/2016		6/30/2017		TREMOR'S BAR	OPERATOR - LAPSED RENEWAL	✓			
SMITH, EMILY A 1340 GRAND AVE SCHOFIELD, WI 54476	2015	1/20/2016		6/30/2017		DEN MAR TAVERN	OPERATOR - LAPSED RENEWAL	✓			
WAUSAU ELKS LODGE #248 414 SCOTT ST WAUSAU, WI 54403	2015	1/13/2016				WAUSAU ELKS CLUB 248	CHANGE OF AGENT / OFFICER	✓			
CZERWINSKI, DIANE J 907 BROWN STREET WAUSAU, WI 54403	2016	2/05/2016	1/01/2016	12/31/2017		DIANE CZERWINSKI	PET FANCIER PERMIT				
FERGUSON, KRISTIN M 3312 RIDGEWOOD DR WAUSAU, WI 54401	2016	1/25/2016	1/01/2016	12/31/2017		KRISTIN FERGUSON	PET FANCIER PERMIT				
JEWELL, COURTNEY L 1417 N 2ND AVE WAUSAU, WI 54401	2016	1/18/2016	1/01/2016	12/31/2017		COURTNEY JEWELL	PET FANCIER PERMIT				
MASEK, TINA M 1323 SUMNER ST WAUSAU, WI 54403	2016	1/20/2016	1/01/2016	12/31/2017		MOLLY MAE (36491)	LU PET FANCIER PERMIT				
SALAS, KRISTA 1236 SUMNER ST WAUSAU, WI 54403	2016	2/03/2016	1/01/2016	12/31/2017		KRISTA SALAS	PET FANCIER PERMIT				

HEALTH AND SAFETY LIST
ALL LICENSES
FEBRUARY 15, 2016

REPORT ID: LRS530I
RUN DATE: 2/11/16
RUN TIME: 14:10:15

<u>NAME</u> <u>ADDRESS</u>	<u>RECORD</u> <u>YEAR</u>	<u>APPLICATION</u> <u>DATE</u>	<u>EVENT START</u> <u>DATE</u>	<u>EXPIRATION</u> <u>DATE</u>	<u>REVOCATION</u> <u>DATE</u>	<u>BUSINESS NAME</u>	<u>LICENSE TYPE</u>	<u>APR</u>	<u>DEN</u>	<u>PEN</u>	<u>OWES</u> <u>DEBT</u>
TEREVICH, DAVID 1244 N 8TH AVE WAUSAU, WI 54401	2015	2/01/2016	1/01/2015	12/31/2016		DAVID TEREVICH	PET FANCIER PERMIT	___	___	___	___
ADCH, LLC 300 3RD ST STE 103 WAUSAU, WI 54403	2015	9/04/2015	2/16/2016	6/30/2016		ALLISTER DEACON'S CO	SIDEWALK CAFE (ALCOHOL)	✓	___	___	___
BULL FALLS BREWERY LLC 2811 PARK RIDGE DR SCHOFIELD, WI 54476	2016	1/13/2016	3/19/2016	3/19/2016		BULL FALLS HONOR FLI	SPECIAL EVENT CLASS II	✓	___	___	___
WAUSAU CONCERT BAND 626 FORET ST WAUSAU, WI 54403	2016	10/13/2015	7/28/2016	8/04/2016		BAND CONCERT	SPECIAL EVENT CLASS II	✓	___	___	___
DOUGLAS, JEREMIAH 721 1/2 S 3RD AVE WAUSAU, WI 54401	2015	1/22/2016	7/01/2015	6/30/2016		METRO CAB OF WAUSAU	PUBLIC TRANS DRIVER-RENEW	✓	___	___	___
SCHLOEMER, AARON M 5207 SCOTT ST SCHOFIELD, WI 54476	2015	2/08/2016	7/01/2015	6/30/2016		NORTHWOODS CAB	PUBLIC TRANS DRIVER-RENEW	✓	___	___	___
LANG, FRANK H 719 MCINTOSH ST WAUSAU, WI 54403	2015	1/28/2016	7/01/2015	6/30/2016		A-1 CAB & DELIVERY	PUBLIC TRANS DRIVER-NEW	✓	___	___	___
NARLOCK, NICHOLAS W 1209 AUGUSTA AVE WAUSAU, WI 54403	2016	1/19/2016	7/01/2016	6/30/2017		A-1 CAB & DELIVERY	PUBLIC TRANS DRIVER-NEW	X	___	___	DENIED
PETROSKI, DANIEL C 1211 N 9TH AVE WAUSAU, WI 54401	2015	1/15/2016	7/01/2015	6/30/2016		A-1 CAB & DELIVERY	PUBLIC TRANS DRIVER-NEW	X	___	___	DENIED
NORTHWOODS CAB LLC 5207 SCOTT ST SCHOFIELD, WI 54476	2015	2/08/2016	7/01/2015	6/30/2016		NORTHWOODS CAB	PUBLIC TRANSPORT BUSINESS	___	___	✓	___

TOTAL LICENSES

51



MEMORANDUM

DATE: February 23, 2016
TO: Toni Rayala, Mary Goede
FROM: Mayor Jim Tipple
RE: Appointment to Citizen's Advisory Committee

Please place the following re-appointments on the **March 1, 2016 City Council Agenda**. If you have any questions, please call my office. Thank you.

CITIZENS' ADVISORY COMMITTEE – COM. DEVELOPMENT BLOCK GRANT

Re-Appointment:

Craig Olafsson
2213 Ridge View Drive
Wausau, WI 54401
715-845-0093
Wco@daublaw.com

Methuselah Thao
915 Forest Street
Wausau, WI 54403
715-302-4223
lahthao@gmail.com

Christine Freiberg
401 S. 36th Ave
Wausau, WI 54401
715-551-1260
Slp4kids@charter.net

Dave Ackerman
116 S. 36th Avenue
Wausau, WI 54401
715-848-9049
dbackerster@gmail.com

Scott Campbell
1210 Sylvan Street
Wausau, WI 54403
715-574-0349
Scott.campbell@cool-drinks.com

cc: Ann Werth
Tammy Stratz

WHEREAS, with implementation of the March 27, 2016 salary increases, the compensation levels for Fire Lieutenant salaries increases to \$23.73 per hour with the lowest paid Battalion Chiefs making \$24.77 per hour which is a differential of 4.2%; and

WHEREAS, the generally accepted floor for a margin in compensation commonly referred to as “compression” between line staff and supervision is 5%; and

WHEREAS, to rectify the situation in which compression will exist with the implementation of the March 27, 2016 pay increase, your Human Resources Committee recommends a new hourly pay rate of \$25.27 for the two (2) Battalion Chiefs currently making \$24.77 per hour; and

WHEREAS, on January 1, 2017, to rectify the additional compression created as a result of the pay increase negotiated within the collective bargaining agreement the Human Resources Committee recommends to further raise the pay rate for 2 Battalion Chiefs to \$25.78;

WHEREAS, funding for salary adjustments was provided for within the 2016 Contingency Budget; and

WHEREAS, your Finance Committee has reviewed and recommends a modification of the 2016 budget to transfer funds from Contingency into the Human Resources Budget to fund the increased salary and related fringe benefits

Decrease	Contingency	110-25099950	\$2,639
Increase	Human Resources Salaries	110-50091110	\$2,296
Increase	Human Resources Fringes	110-500Various	\$ 343

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Wausau that the salary for two (2) Battalion Chiefs currently making \$24.77 per hour be adjusted to \$25.27 per hour on March 27, 2016, and further raise the rate of pay to \$25.78 per hour on January 1, 2017.

BE IT FURTHER RESOLVED, by the Common Council of the City of Wausau that the proper City Officials be and are hereby authorized and directed to modify the 2016 budget and publish such transfer in the official newspaper.

Approved:

James E. Tipple, Mayor

FINANCE COMMITTEE

Date and Time: Tuesday, February 23, 2016 @ 5:00 pm., Board Room

Members Present: Oberbeck (C), Mielke, Nagle, Kellbach, Nutting

Others Present: Groat, Hite, Giese, Klein, Lindman, Jacobson, Tipple, Henrichs, Ray, Rubow, Barnes, Kujawa, Seubert, Mohelnitzky, Abitz, Neal, Wagner, Abitz, Pat Peckham, Glenn Speich and other interested parties.

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. It was noted that there was a quorum present and the meeting was called to order by Chairperson Oberbeck.

Discussion and possible action regarding the financial impact of 2016 recommended salary adjustments for Fire Department Battalion Chiefs Hite provided an explanation and rationale for the proposed fire battalion salary adjustments. She reviewed the 2016 and 2017 financial impact. A budget modification was included in the request transferring funds from the compensation contingency to the fire budget. Wagner indicated that the fire inspector position has similar compression issues which will be reviewed in the near future by the HR Committee. Motion by Mielke, second by Kellbach to approve the fire battalion salary adjustments and related budget modification as proposed. Motion carried 5-0.

DRAFT

**CITY OF WAUSAU HUMAN RESOURCES COMMITTEE
MINUTES OF OPEN SESSION**

DATE/TIME: January 11, 2016 at 4:30 p.m.
LOCATION: City Hall (407 Grant Street) – Board Room
MEMBERS PRESENT: R. Wagner (C), G. Gisselman, D. Oberbeck, L. Rasmussen
MEMBERS ABSENT: W. Nagle
Also Present: Mayor Tipple, A. Antolik, P. Czarapata, D. DeSantis, M. Hite, E. Krohn, T. Kujawa, E. Lindman, J. Schara, G. Seubert

Discussion and Possible Action of Compensation Plan Adjustments – Internal Alignment for: Fire Department Battalion Chiefs, Police Department Lieutenants, and Police Captains.

Wagner explained that he has had talks with the Hite regarding this topic, and in light of the bargaining contracts passed for the Police Department and Fire Department in 2015, it was time to look at any needed adjustments to employees not covered under the contracts who are in supervisory positions to those covered under the contracts. Wagner turned the discussion over to Hite. Hite reviewed with the committee the terms of the contracts for Police and Fire, which give a 2% increase in 2015, a 2% increase in 2016, and a 2% increase in 2017 for those represented under the collective bargaining agreements.

A. Fire Department Battalion Chiefs. In the Fire Department, Battalion Chiefs are not represented under the collective bargaining agreement, and in the Police Department, Lieutenants and Captains are not represented under the collective bargaining agreement. Hite explained the compression issues that will occur with the 2% increase in 2016 between line staff and supervisors. Hite reminded the committee that the Council approved to set aside money for compensation plan administration in the 2016 budget. Hite clarified that this discussion does not include merit pay, or pay for performance administration. Wagner asked if the employees in these classifications would receive merit pay or pay or performance adjustments; Hite said based on their performance it is possible. Hite said that this is a structural compensation administration issue and is separate for any other issues. The recommendation of Hite and Kujawa is to move two Battalion Chiefs currently making \$24.77 per hour, to \$25.27 per hour when the April 2016 pay increase for Fire contract employees takes place; this would provide a 5% spread. Another adjustment will be needed in January 2017 to maintain a 5% spread, and therefore Hite and Kujawa recommend a pay increase for the two Battalion Chiefs at that time from \$25.27 per hour to \$25.78 per hour. The total cost impact for 2016 would be \$2,639.08; this money would be transferred from the money set aside for compensation plan administration. The total cost impact for 2017 would be \$3,509.67; this money would be requested in the 2017 Fire Department budget. The total cost for this action over two years would be \$6,148.75; this will increase the base budget moving forward. Kujawa said that it is imperative that the department maintains the 5% spread otherwise she will have difficulty promoting people into these positions. Gisselman asked if there are other instances within the City of supervisors having a less than 5% spread from the employees that they supervise. Hite said that she is currently studying this information and will bring her findings back to the committee. Discussion regarding the pay for performance plan administration and raises received by contract employees ensued. Rasmussen asked if the Council funded adjustments to the pay matrix; Hite said that Council approved money for compensation plan administration, to include issues like this one. Gisselman asked if the Transit staff will be affected by compression caused by their contract; Seubert said that the issue was addressed when the new pay for performance plan was put into place in 2014, but there have been no adjustments since then.

Motion by Gisselman to approve the proposed compensation plan adjustments for the two Battalion Chiefs currently making \$24.77 per hour to \$25.27 per hour in April 2016, and to \$25.78 per hour in January 2017. Second by Rasmussen. DeSantis asked Hite if the Fire Marshall position will be looked at for pay adjustment; Hite said that it will be looked at along with all other positions in March for merit pay increased and

compensation plan administration. Oberbeck said that has a concern doing pay adjustments one by one, instead of setting a policy that states that supervisors should be paid at 5% above the people they supervise. Hite said that she will provide an analysis of the differential between supervisors and the people they provide immediate supervision to. Gisselman questioned if the City would be prepared to deal with what this would mean for the 2017 budget. Further discussion took place regarding this issue. All ayes. Motion passes 4-0.

Romey Wagner
Human Resources Committee, Chair



Memorandum

From: Myla Hite, Human Resource Director
To: Romey Wagner, Human Resources Committee Chair
Date: February 8, 2015
Subject: Staff analysis of Salary Adjustments, Fire Battalion Chiefs

Purpose: To provide an analysis and favorable recommendation for Committee consideration of the request from the Fire Department concerning salary adjustments for sworn, public safety staff not represented under the terms of a collective bargaining agreement.

Background:

1. On January 27, 2015 the Common Council approved the collective bargaining agreement (CBA) by and between the City of Wausau and the Wausau Fire Association Local 415 which was negotiated within the authority provided by the Human Resources Committee during a closed session on October 13, 2014.
2. The Fire CBA contains provision for 3 separate salary increases in the amount of 2% for represented staff effective in the following months: April 2015, April 2016 and January 2017.
3. With implementation of the April 2016 salary increases, the compensation levels for Fire Lieutenant salaries increases to \$23.73 per hour with the lowest paid Battalion Chiefs making \$24.77 per hour which is a differential of 4.2%. At Appendix B, subpart E. Lieutenants who maintain their paramedic license are compensated an additional 5%-7% depending upon years of service, whereas Battalion Chiefs lose this compensation upon promotion. This gap will also be further reduced when the January 2017 2% pay increase is implemented. The implementation of the collective bargaining agreement salary increases creates an internal alignment issue.
4. While there is no one set standard, the generally accepted floor for a margin in compensation between line staff and supervision is 5%. Compensation levels between supervisors and line staff that is "uncomfortably close" is commonly referred to as "compression".
5. To rectify the situation in which compression will exist with the implementation of the April 2016 pay increase, the Fire Chief's recommendation to set a new hourly pay rate of \$25.27 for the two (2) Battalion Chiefs currently making \$24.77 per hour is appropriate. The cost impact of this action to is \$2,639.08 per year (benefits included) which can be transferred from the budgeted funds set aside for compensation plan administration.
6. In January 2017, to rectify the additional compression created as a result of the pay increase negotiated within the collective bargaining agreement it would be appropriate to further raise the pay rate for 2 Battalion Chiefs to \$25.78 which represents a cost impact of \$3,509.67 (benefits included) which would be included in the 2017 budget submission for the Department.

Impact: The total cost impact is \$2,639.08 which is contained within the budget for 2016 Compensation Plan Administration, and for 2017 \$3,509.67 which results in \$6,148.75 being added to the base budget of the Wausau Fire Department for salaries.

Coordination: The figures contained herein have been coordinated with the City of Wausau Payroll Office.

Cc: Mayor
Fire Chief

Encl: Memorandum, Chief Kujawa
Resolution 02-1217

Memorandum



Date: February 1, 2016
To: Myla Hite, Human Resources Director
From: Tracey Kujawa, Fire Chief
RE: Fire Department Battalion Chief Compensation

This memo is a concern that has been discussed in the recent past both face-to-face and within formal meeting structures which revolves around a salary adjustment for Fire Department Battalion Chiefs. This request for a salary adjustment would allow the position of Battalion Chief to maintain an approximate 5% differential after a 2% raise for line personnel transpires the first pay period in April which was bargained through the collective bargaining process and approved by Common Council.

As we have discussed, it is becoming more and more difficult to recruit into the supervisory ranks because there are minimal incentives and considerably more responsibilities. Battalion Chiefs are no longer compensated for overtime worked, FSLA or longevity pay, maintaining EMS certifications and lose union protections and they are required to manage their crew on a day-to-day basis and provide leadership during significant emergency responses. They have a substantial increase in responsibilities with minimal accompanying incentives. It would be beneficial to our Department to maintain, at a minimum, a 5% differential to help incentivize competent individuals within the ranks to move into this supervisory position. To maintain this differential I am requesting that two of the three Battalion Chiefs receive the same increase that the line personnel have been approved to receive the first pay period in April.

The three Battalion Chiefs hourly wages are as follows:

- Two Battalion Chiefs at \$24.77 per hour
- One Battalion Chief at \$26.88 per hour

With the implementation of a 2% increase, the position of Lieutenant will earn \$23.73 per hour. Therefore, in attempt to minimize the impact to the 5% differential I am requesting that the two Battalion Chiefs currently earning \$24.77 receive a 2% increase to \$25.27. I believe this to be imperative for the future or our Department to help incentivize established leaders within our line personnel to move into supervisory positions.

I very much appreciate your consideration with this request.

RESOLUTION OF THE HUMAN RESOURCES COMMITTEE

Approving bargaining agreement between the City of Wausau and Wausau Firefighter Association Local 415, IAFF, AFL-CIO and CLC for January 1, 2015 – December 31, 2017

Committee Action: Approved 4-1

Fiscal Impact: Total: \$27,455 over 3 years

File Number: 02-1217

Date Introduced: January 27, 2015

RESOLUTION

WHEREAS, Representatives of the City of Wausau (hereafter referred to as “City”) and the Wausau Firefighter Association Local 415, IAFF, AFL-CIO and CLC (hereafter referred to as the “Association”) have agreed to the provisions of a collective bargaining agreement encompassing the calendar years of 2015-2017, the summary of the agreement being attached, and

WHEREAS, your Human Resources Committee recommends the adoption of this agreement, and

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Wausau that the provisions as summarized on the attachments are approved for incorporation into the labor agreement between the City and the Association, and that all of the remaining unchanged provisions in the latest current agreement shall continue to be in effect, and that the labor agreement shall be a three-year agreement, encompassing the periods of January 1, 2015 through December 31, 2017 inclusive and retroactive, and

BE IT FURTHER RESOLVED, that the Mayor and other proper City officials are hereby authorized and directed to execute the relevant labor agreement encompassing the attached provisions and all other unchanged provisions in the latest current agreement.

Approved:

James E. Tipple, Mayor

**Wausau Firefighter Association Local 45, IAFF, AFL-CIO and CLC
Summary of Tentative Agreement, January 12, 2015**

Article	Firefighter Association Agreement
Entire Agreement	Use of pronouns Convert to gender neutral
Entire Agreement	Change calendar days to business days
Entire Agreement	Remove references to Captain
2 – Bulletin Boards	Union owns and we allow space for one within our facility. If inappropriate material posted we notify Union and/or remove bulletin board.
6 – Fair Share Agreement	Increase Association’s administrative fee from \$24.00 to \$78.00 annually to cover the costs of dues transfer
7 – Discrimination	Reasonable accommodation for employees (supercedes 1995 Modified duty agreement) Actual Cost: 1 FF/Paramedic with a #50 lifting restriction. (August 15, 2014 – January 2, 2015)
13 - Workweek	C – Establishing a standard workweek for temporary duty employees D - 2 Work Day – Establishing a work day for modified duty employees G – Overtime – Allows 24 hours of comp time bank in lieu of overtime pay with a sunset at the end of 2015 (Cannot be taken if it will cause OT) G-3 – Reduces call-in pay from 4 to 2 hours for cancelled transports I – Compensates honor guard for City events when approved in advance by Chief
16 – Holidays	Add one personal holiday bringing the total to 2
18 – Sick Leave	F. Workers comp absences certified under FMLA G. Treats injured temporary duty employees the same as workers comp in terms of using sick leave and compensation.
19 – Leave of Absence	One year leave of absence only granted if the employee cannot be reasonably accommodated
33 – Duration	Term of Agreement 1/1/15 – 12/31/17
***Appendix A	Salary Increases: Apr 2015 – 2% Apr 2016 – 2% Jan 2017 – 2% Reduces EMS Team Leader from 3 to 1 and increases compensation from \$1200 to \$1600 Cost shifts 1% of medic premium (after 10 years) to critical care paramedic to provide an incentive. HAZ Mat compensable position reduction from 50 to 29

**Wausau Firefighter Association Local 45, IAFF, AFL-CIO and CLC
Summary of Tentative Agreement, January 12, 2015**

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16 – Holidays	Add one personal holiday bringing the total to 2
18 – Sick Leave	F. Workers comp absences certified under FMLA G. Treats injured temporary duty employees the same as workers comp in terms of using sick leave and compensation.
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33 – Duration	Term of Agreement 1/1/15 – 12/31/17
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WHEREAS, the generally accepted floor for a margin in compensation commonly referred to as “compression” between line staff and supervision is 5%; and

WHEREAS, to remove structural compression, your Human Resources Committee recommends applying a 5% standard compression to set the minimum salary for Captains at \$87,622; and

WHEREAS, to rectify the situation in which compression will exist with the implementation of the March 27, 2016 pay increase, your Human Resources Committee recommends setting the minimum salary for Police Captains at \$87,622 annually, affecting two (2) Captains; and

WHEREAS, on January 1, 2017, to rectify the additional compression created as a result of the pay increase negotiated within the collective bargaining agreement the Human Resources Committee recommends to further raise the pay rate for three (3) affected Captains to \$42.97 per hour;

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Wausau that the salary for two (2) affected Captains is adjusted to \$87,622 annually on March 27, 2016, and further raise the rate of pay to \$42.97 per hour on January 1, 2017 for three (3) affected Captains.

Approved:

James E. Tipple, Mayor

DRAFT

**CITY OF WAUSAU HUMAN RESOURCES COMMITTEE
MINUTES OF OPEN SESSION**

DATE/TIME: January 11, 2016 at 4:30 p.m.
LOCATION: City Hall (407 Grant Street) – Board Room
MEMBERS PRESENT: R. Wagner (C), G. Gisselman, D. Oberbeck, L. Rasmussen
MEMBERS ABSENT: W. Nagle
Also Present: Mayor Tipple, A. Antolik, P. Czarapata, D. DeSantis, M. Hite, E. Krohn, T. Kujawa, E. Lindman, J. Schara, G. Seubert

Discussion and Possible Action of Compensation Plan Adjustments – Internal Alignment for: Fire Department Battalion Chiefs, Police Department Lieutenants, and Police Captains.

Wagner explained that he has had talks with the Hite regarding this topic, and in light of the bargaining contracts passed for the Police Department and Fire Department in 2015, it was time to look at any needed adjustments to employees not covered under the contracts who are in supervisory positions to those covered under the contracts. Wagner turned the discussion over to Hite. Hite reviewed with the committee the terms of the contracts for Police and Fire, which give a 2% increase in 2015, a 2% increase in 2016, and a 2% increase in 2017 for those represented under the collective bargaining agreements.

C. Police Department Captains. Hite said two Captains will be impacted when the contract increases go into effect in March. Again, the Police Department is able to absorb the cost of the adjustments in their current budget. To remove compression in 2016, Hite is recommending these Captains salaries be set at \$87,622 annually, which will be an increase to the department of \$7,885.82 for 2016. Three Captains will be affected with the 2017 contract increases, and Hite is recommending that the lowest hourly pay rate for the Captains be \$42.97 per hour, for a total cost of \$5,465.49 to the Police Department's 2017 budget.

Motion by Rasmussen to approve the compensation plan adjustments for 2 Police Captains to \$87,622 annually in March 2016, that will be absorbed by the Police Department's current budget, and compensation plan adjustments for 3 Police Captains to \$42.97 per hour in January 2017, that will be included in the Police Department's 2017 budget. Second by Oberbeck. All ayes. Motion passes 4-0.

Romey Wagner
Human Resources Committee, Chair

FINANCE COMMITTEE

Date and Time: Tuesday, February 23, 2016 @ 5:00 pm., Board Room

Members Present: Oberbeck (C), Mielke, Nagle, Kellbach, Nutting

Others Present: Groat, Hite, Giese, Klein, Lindman, Jacobson, Tipple, Henrichs, Ray, Rubow, Barnes, Kujawa, Seubert, Mohelnitzky, Abitz, Neal, Wagner, Abitz, Pat Peckham, Glenn Speich and other interested parties.

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. It was noted that there was a quorum present and the meeting was called to order by Chairperson Oberbeck.

Discussion and possible action regarding the financial impact of 2016 recommended salary adjustments for Police Captains Hite provided an explanation and rationale for the proposed police captain salary adjustments. She reviewed the 2016 and 2017 financial impact. 2016 funding will be provided within the police budget from position vacancies.

Motion by Mielke, second by Kellbach to approve the salary adjustments for Police Captains as proposed. Motion carried 5-0.



Memorandum

From: Myla Hite, Human Resource Director
To: Romey Wagner, Human Resources Committee Chair
Date: February 8, 2015
Subject: Staff analysis of Salary Adjustments, Non-represented Police Department Sworn Staff

Purpose: To provide an analysis and favorable recommendation for Committee consideration of the requests from the Police Department concerning salary adjustments for sworn, public safety staff not represented under the terms of a collective bargaining agreement.

Background: PART I – Police Lieutenant Compensation

1. On January 27, 2015 the Common Council approved the collective bargaining agreement (CBA) by and between the City of Wausau and the Wisconsin Professional Police Association (WPPA) for 2015-2017 which was negotiated within the authority provided by the Human Resources Committee during a closed session on October 13, 2014.
2. The Police CBA contains provision for 3 separate salary increases in the amount of 2% for represented staff on the following dates: April 2015, April 2016 and January 2017.
3. With implementation of the April 2016 and January 2017 salary increases, hourly compensation levels for Patrol Officer IV and Detective increase \$1.19 and \$1.25 per hour, respectively as follows:

Figure 1

Job Class	2015	2016	2017
Patrol Officer IV	\$29.25	\$29.84	\$30.44
	Base	.59	1.19
Detective	\$30.71	\$31.33	\$31.96
	Base	.62	1.25

4. While there is no one set standard, the generally accepted floor for a margin in compensation between line staff and supervision is 5%. Compensation levels between supervisors and line staff that is “uncomfortably close” is commonly referred to as “compression”.
5. With the implementation of the 2016 salary increase, the Detective rate of \$31.33 per hour is 3 cents more per hour than the actual compensation rate of 6 of Wausau Police Department Lieutenants, when their salaries are broken down to an hourly rate.
6. To remove structural compression, I am recommending that a subset of the Salary Range Level 6 within the City be established for Police Lieutenants with a 5% increase in the range for Police Lieutenants, as follows:

Figure 2

Pay Grade 6	Entry	Mid-point	Maximum
Current	\$27.82	\$34.78	\$41.74
Proposed	Base	.59	1.19

7. To rectify the situation in which compression will exist with the implementation of the March 2016 pay increase, I am recommending a new hourly pay rate of \$33.56 for any Lieutenant making below that amount when their salary is converted to an hourly rate. This action will affect 7 Lieutenants at an annual cost (with benefits) of \$27,809.11.

Background: PART 2 – Police Captain Compensation

While the aforementioned compression information provided for consideration relating to Lieutenant compensation also exists for Police Captains this situation is further compounded by schedules. The majority of officers work a 12 hour day schedule whereas Administration works an administrative schedule. This results in a large number of Police Officers and Lieutenants working 2184 hours per year, with the top Police Administration, e.g., Police Captains are assigned to work an administrative year of 2080 hours; however, they are responsible for the operations of the Department 24 hours per day, 365 days per year which is a responsibility level of 8760 hours per year.

As provided in the Department's memo, the lowest paid Captain earns an annual salary of \$81,681 whereas the highest paid Lieutenant is already earning more at \$83,450 annually. Applying a 5% standard, compression would be alleviated by setting the minimum salary for Lieutenant at \$87,622.

Requests: That the Committee review and consider for approval the following actions:

- a. An 2016 salary increase to remove compression for Lieutenants that sets the lowest hourly pay rate (salary converted to hourly) at \$33.56 which will impact 7 lieutenants at a cost of \$27,809.11 (benefits included) to be absorbed within the current Police Department budget.
- b. An 2016 salary increase to remove compression for Police Captains that sets the minimum salary for Police Captain at \$87,622 annually which results in a pay increase for 2 Captains, costing the Department \$7,885.82 which will be absorbed within the current Department budget.
- c. A January 2017 Lieutenant salary increase to maintain the 5% spread that sets the lowest hourly pay rate (salary converted to hourly) at 34.23 which will impact 8 Lieutenants at a cost of \$12,277.28 that will be included in the 2017 budget submission and will add to the base along with the aforementioned \$27,809.11.
- d. A January 2017 salary increase for Captains to maintain the 5% spread that sets the lowest hourly pay rate (salary converted to hourly) at \$42.97 which will impact all three (3) Captains at a cost of \$5465.49 that will be included in the 2017 budget submission and will add to the base along with the aforementioned \$7,885.83.

Impact: The Wausau Police Department has confirmed that the cost impact can be absorbed within their 2016 current budget based upon the personnel vacancies that will occur and the time lapse between vacancy and fill. The Department's 2017 budget will contain a request to sustain the increased costs which will add to the base budget, as follows:

Figure 3

Year	Lieutenant #/Cost	Captain #/Cost	Total Amount	Payment Method
2016t	7/\$27,809.11	2/\$7,885.83	\$35,694.95	Absorbed
2017	8/\$12,277.28	3/\$5465.49	\$17,742.76	Budget Addition
		Total Overall	\$53,437.71	Base Budget

Coordination: The figures contained herein have been coordinated with the City of Wausau Payroll Office.

Cc: Mayor

Encl: Letter, Captain Bliven
Letter, Chief Hardel
Resolution 02-1216



James E. Tipple

Mayor

Jeffrey G. Hardel
Chief of Police
(715) 261-7800

Wausau Police Department

January 29, 2016

Myla D. Hite, Human Resources Director
Wausau City Hall
407 Grant St
Wausau, WI 54403

Re: Police Captain Compensation

Director Hite:

I am writing in follow-up to our discussion regarding the pay differential between lieutenants and captains.

Lieutenants work a regular schedule of 2,184 hours per year as a result of our 12 hour schedule. Captains work at least this many hours on an annual basis, however, only get paid for 2,080 hours because they are not eligible for overtime pay. Therefore, our highest paid lieutenant earns \$83,450 per year (more if he works overtime), while our lowest paid captain earns \$81,681. Our other two captains earn \$85,092 per year and \$88,358 per year respectively. Accordingly, to remain consistent and maintain a 5% differential between employees and supervisors, the minimum captain pay needs to be increased to \$87,622.

The 2016 financial impact (with an April implementation) for adjusting the captain pay scale to maintain a 5% annual pay difference between lieutenant pay and captain pay is \$7,688.

We have been fortunate to have some employees within the police department who identify pay as a secondary purpose of applying for and accepting a promotion. However, the reality exists that our supervisors normally make less money in their supervisory role than they did prior to accepting a promotion while working a comparable number of hours. This is a regular topic of conversation amongst individuals expressing interest in supervisory positions. It is imperative we are able to reasonably compensate our best performers who seek supervisory positions.

Please give strong consideration to these recommendations to alleviate compression issues currently existing within the Wausau Police pay structure.

Thank You,

Chief Jeffrey G. Hardel
Wausau Police Department

RESOLUTION OF THE HUMAN RESOURCES COMMITTEE

Approving bargaining agreement between the City of Wausau and Wausau Professional Police Association for January 1, 2015 – December 31, 2017

Committee Action: Approved 4-1

Fiscal Impact: Total: \$99,998 over 3 years

File Number: 02-1216

Date Introduced: January 27, 2015

RESOLUTION

WHEREAS, Representatives of the City of Wausau (hereafter referred to as “City”) and the Wausau Professional Police Association (hereafter referred to as the “Association”) have agreed to the provisions of a collective bargaining agreement encompassing the calendar years of 2015-2017, the summary of the agreement being attached, and

WHEREAS, your Human Resources Committee recommends the adoption of this agreement, and

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Wausau that the provisions as summarized on the attachments are approved for incorporation into the labor agreement between the City and the Association, and that all of the remaining unchanged provisions in the latest current agreement shall continue to be in effect, and that the labor agreement shall be a three-year agreement, encompassing the periods of January 1, 2015 through December 31, 2017 inclusive and retroactive, and

BE IT FURTHER RESOLVED, that the Mayor and other proper City officials are hereby authorized and directed to execute the relevant labor agreement encompassing the attached provisions and all other unchanged provisions in the latest current agreement.

Approved:

James E. Tipple, Mayor

**Wausau Professional Police Association
Summary of Tentative Agreement, January 12, 2015**

Article	Agreement
Entire Agreement	Use of pronouns – Convert to gender neutral
Entire Agreement	Housekeeping - Eliminated outdated information. Example: If the CBA stated Effective January 1, 2013.....we deleted date references and outdated language. Article 14F repealed in entirety (40 hour payback).
3 – Nondiscrimination (New Article)	New article - acknowledge the shared responsibility between labor and management to provide a discriminatory free workplace.
11 – Hours/Shifts	Eliminate Kelly Days by removing language providing six additional days off per calendar year to special assignment officers. Established an administrative work day for officers being reasonably accommodated. Added Community Resource Officers to special assignments listing. Limits Canine Officer assigned to each shift to one.
14 - Overtime	Training time on off-duty time will be compensated as overtime. Lunches during training time will be considered off-duty and therefore will not be compensated as work time.
15 - Probation	Agreed to increase period of probationary extensions from 3 to 6 months.
17 – Premium Pay	A. <u>Shift Differential</u> : Increased shift differential from 1.0% to 1.5% for officers assigned to a shift that begins at or after 12:00 Noon.
19- Worker's Compensation	Concurrent Family Medical Leave Act Certification for time away from work on worker's compensation.
21 – Holidays	<u>Personal Holiday</u> : Language conversation from shifts to hours to eliminate ambiguity regarding 8 and 12 hour shifts.
22 – Vacations	Converted vacation accruals to "as earned" instead of annual allotment after the fact. Allows a second vacation pick if additional vacation will be accrued. Establishes vacation selection as a joint labor/management responsibility.
23 – Sick Leave	If sick leave is exhausted, provides for the use of vacation leave and/or personal holiday for Family Medical Leave Act (FMLA) certified sick time. Lists appropriate uses of sick leave. Just cause accountability for suspected sick leave abuse.

	<p>Allows officers with less than one year of service limited time off for family members if FMLA would have otherwise applied.</p> <p>Allows perfect attendance leave use in hourly increments and established a 48 hour limit on a PAL account.</p>
26 – Leave of Absence	Inserted language to facilitate reasonable accommodation instead of automatically granting a one year leave of absence.
34 – Duration of Agreement	Established a 3 year term of agreement.
Appendix A	<p>Salary Increases:</p> <p>Apr 2015 – 2%</p> <p>Apr 2016 – 2%</p> <p>Jan 2017 – 2%</p>
	The Safety Officer, SIU Officer, and SRO Officer (while engaged in the duties as SRO) positions shall receive an additional 5% per month over his/her monthly rate.

**Wausau Professional Police Association
Summary of Tentative Agreement, January 12, 2015**

Article	Agreement
Entire Agreement	Use of pronouns – Convert to gender neutral
Entire Agreement	<p>Housekeeping - Eliminated outdated information. Example: If the CBA stated Effective January 1, 2013.....we deleted date references and outdated language.</p> <p>Article 14F repealed in entirety (40 hour payback).</p>
3 – Nondiscrimination (New Article)	New article - acknowledge the shared responsibility between labor and management to provide a discriminatory free workplace.
11 – Hours/Shifts	<p>Eliminate Kelly Days by removing language providing six additional days off per calendar year to special assignment officers.</p> <p>Established an administrative work day for officers being reasonably accommodated.</p> <p>Added Community Resource Officers to special assignments listing.</p> <p>Limits Canine Officer assigned to each shift to one.</p>
14 - Overtime	<p>Training time on off-duty time will be compensated as overtime.</p> <p>Lunches during training time will be considered off-duty and therefore will not be compensated as work time.</p>
15 - Probation	Agreed to increase period of probationary extensions from 3 to 6 months.
17 – Premium Pay	A. <u>Shift Differential</u> : Increased shift differential from 1.0% to 1.5%for officers assigned to a shift that begins at or after 12:00 Noon.
19- Worker’s Compensation	Concurrent Family Medical Leave Act Certification for time away from work on worker’s compensation.
21 – Holidays	<u>Personal Holiday</u> : Language conversation from shifts to hours to eliminate ambiguity regarding 8 and 12 hour shifts.
22 – Vacations	<p>Converted vacation accruals to “as earned” instead of annual allotment after the fact.</p> <p>Allows a second vacation pick if additional vacation will be accrued.</p> <p>Establishes vacation selection as a joint labor/management responsibility.</p>
23 – Sick Leave	<p>If sick leave is exhausted, provides for the use of vacation leave and/or personal holiday for Family Medical Leave Act (FMLA) certified sick time.</p> <p>Lists appropriate uses of sick leave.</p> <p>Just cause accountability for suspected sick leave abuse.</p>

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	The Safety Officer, SIU Officer, and SRO Officer (while engaged in the duties as SRO) positions shall receive an additional 5% per month over his/her monthly rate.

RESOLUTION OF THE HUMAN RESOURCES COMMITTEE

Approving bargaining agreement between the City of Wausau and Wausau Professional Police Association for January 1, 2015 – December 31, 2017

Committee Action: Approved 4-1

Fiscal Impact: Total: \$99,998 over 3 years

File Number: 02-1216

Date Introduced: January 27, 2015

RESOLUTION

WHEREAS, Representatives of the City of Wausau (hereafter referred to as “City”) and the Wausau Professional Police Association (hereafter referred to as the “Association”) have agreed to the provisions of a collective bargaining agreement encompassing the calendar years of 2015-2017, the summary of the agreement being attached, and

WHEREAS, your Human Resources Committee recommends the adoption of this agreement, and

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Wausau that the provisions as summarized on the attachments are approved for incorporation into the labor agreement between the City and the Association, and that all of the remaining unchanged provisions in the latest current agreement shall continue to be in effect, and that the labor agreement shall be a three-year agreement, encompassing the periods of January 1, 2015 through December 31, 2017 inclusive and retroactive, and

BE IT FURTHER RESOLVED, that the Mayor and other proper City officials are hereby authorized and directed to execute the relevant labor agreement encompassing the attached provisions and all other unchanged provisions in the latest current agreement.

Approved:

James E. Tipple, Mayor

**Wausau Professional Police Association
Summary of Tentative Agreement, January 12, 2015**

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Summary of Tentative Agreement, January 12, 2015**

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	The Safety Officer, SIU Officer, and SRO Officer (while engaged in the duties as SRO) positions shall receive an additional 5% per month over his/her monthly rate.

DRAFT

**CITY OF WAUSAU HUMAN RESOURCES COMMITTEE
MINUTES OF OPEN SESSION**

DATE/TIME: January 11, 2016 at 4:30 p.m.
LOCATION: City Hall (407 Grant Street) – Board Room
MEMBERS PRESENT: R. Wagner (C), G. Gisselman, D. Oberbeck, L. Rasmussen
MEMBERS ABSENT: W. Nagle
Also Present: Mayor Tipple, A. Antolik, P. Czarapata, D. DeSantis, M. Hite, E. Krohn, T. Kujawa, E. Lindman, J. Schara, G. Seubert

Discussion and Possible Action of Compensation Plan Adjustments – Internal Alignment for: Fire Department Battalion Chiefs, Police Department Lieutenants, and Police Captains.

Wagner explained that he has had talks with the Hite regarding this topic, and in light of the bargaining contracts passed for the Police Department and Fire Department in 2015, it was time to look at any needed adjustments to employees not covered under the contracts who are in supervisory positions to those covered under the contracts. Wagner turned the discussion over to Hite. Hite reviewed with the committee the terms of the contracts for Police and Fire, which give a 2% increase in 2015, a 2% increase in 2016, and a 2% increase in 2017 for those represented under the collective bargaining agreements.

B. Police Department Lieutenants. Hite said that to remove structural compression for Lieutenants, she is suggesting a subset of Pay Grade 6 that would establish a 5% increase in the range for Police Lieutenants. Hite is recommending that any Lieutenant making below \$33.56 per hour when the police contract pay increase is implemented in March 2016, be adjusted. This recommendation affects 7 Lieutenants at an annual cost (with benefits) of \$27,809.11. In talking with the Police Chief and the Finance Department, Hite said that this cost increase can be absorbed by the Police budget due to vacancies within the department, therefore it will be budget neutral. However, going forward, it will add to the base. Gisselman questioned the money being covered by vacancies, as he thought that the Police budget was lowered due to not hiring for vacancies until July 2016. Hite said that two additional vacancies have come up and does not expect them to be filled for at least 6 months due to the recruitment process. Oberbeck also expressed concerns about the funding of these pay increase adjustments. Hite said that this request includes adjustments in the amount of \$12,227.28 for the 2017 budget. Further discussion regarding this item took place.

Motion by Rasmussen to approve the compensation plan adjustments to \$33.56 per hour for 7 Police Lieutenants in March 2016 (a total cost of \$27,809.11 (benefits included)), that will be absorbed by the Police Department 2016 budget, and compensation plan adjustments to \$34.23 per hour for 8 Police Lieutenants in January 2017 (a total cost of \$12,277.27), that will be included in the Police Department 2017 budget. Second by Gisselman. Gisselman asked about if the Lieutenants are all the same people; Hite said that one additional person will be impacted in 2017. All ayes. Motion passes 4-0.

Romey Wagner
Human Resources Committee, Chair

FINANCE COMMITTEE

Date and Time: Tuesday, February 23, 2016 @ 5:00 pm., Board Room

Members Present: Oberbeck (C), Mielke, Nagle, Kellbach, Nutting

Others Present: Groat, Hite, Giese, Klein, Lindman, Jacobson, Tipple, Henrichs, Ray, Rubow, Barnes, Kujawa, Seubert, Mohelnitzky, Abitz, Neal, Wagner, Abitz, Pat Peckham, Glenn Speich and other interested parties.

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. It was noted that there was a quorum present and the meeting was called to order by Chairperson Oberbeck.

Discussion and possible action regarding the financial impact of 2016 recommended salary adjustments for

Police Lieutenants Hite provided an explanation and rationale for the proposed police lieutenant salary adjustments. She reviewed the 2016 and 2017 financial impact. 2016 funding will be provided within the police budget from position vacancies.

Motion by Mielke, second by Kellbach to approve the salary adjustments for Police Lieutenants as proposed.

Motion carried 5-0.



Memorandum

From: Myla Hite, Human Resource Director
To: Romey Wagner, Human Resources Committee Chair
Date: February 8, 2015
Subject: Staff analysis of Salary Adjustments, Non-represented Police Department Sworn Staff

Purpose: To provide an analysis and favorable recommendation for Committee consideration of the requests from the Police Department concerning salary adjustments for sworn, public safety staff not represented under the terms of a collective bargaining agreement.

Background: PART I – Police Lieutenant Compensation

1. On January 27, 2015 the Common Council approved the collective bargaining agreement (CBA) by and between the City of Wausau and the Wisconsin Professional Police Association (WPPA) for 2015-2017 which was negotiated within the authority provided by the Human Resources Committee during a closed session on October 13, 2014.
2. The Police CBA contains provision for 3 separate salary increases in the amount of 2% for represented staff on the following dates: April 2015, April 2016 and January 2017.
3. With implementation of the April 2016 and January 2017 salary increases, hourly compensation levels for Patrol Officer IV and Detective increase \$1.19 and \$1.25 per hour, respectively as follows:

Figure 1

Job Class	2015	2016	2017
Patrol Officer IV	\$29.25	\$29.84	\$30.44
	Base	.59	1.19
Detective	\$30.71	\$31.33	\$31.96
	Base	.62	1.25

4. While there is no one set standard, the generally accepted floor for a margin in compensation between line staff and supervision is 5%. Compensation levels between supervisors and line staff that is “uncomfortably close” is commonly referred to as “compression”.
5. With the implementation of the 2016 salary increase, the Detective rate of \$31.33 per hour is 3 cents more per hour than the actual compensation rate of 6 of Wausau Police Department Lieutenants, when their salaries are broken down to an hourly rate.
6. To remove structural compression, I am recommending that a subset of the Salary Range Level 6 within the City be established for Police Lieutenants with a 5% increase in the range for Police Lieutenants, as follows:

Figure 2

Pay Grade 6	Entry	Mid-point	Maximum
Current	\$27.82	\$34.78	\$41.74
Proposed	Base	.59	1.19

7. To rectify the situation in which compression will exist with the implementation of the March 2016 pay increase, I am recommending a new hourly pay rate of \$33.56 for any Lieutenant making below that amount when their salary is converted to an hourly rate. This action will affect 7 Lieutenants at an annual cost (with benefits) of \$27,809.11.

Background: PART 2 – Police Captain Compensation

While the aforementioned compression information provided for consideration relating to Lieutenant compensation also exists for Police Captains this situation is further compounded by schedules. The majority of officers work a 12 hour day schedule whereas Administration works an administrative schedule. This results in a large number of Police Officers and Lieutenants working 2184 hours per year, with the top Police Administration, e.g., Police Captains are assigned to work an administrative year of 2080 hours; however, they are responsible for the operations of the Department 24 hours per day, 365 days per year which is a responsibility level of 8760 hours per year.

As provided in the Department's memo, the lowest paid Captain earns an annual salary of \$81,681 whereas the highest paid Lieutenant is already earning more at \$83,450 annually. Applying a 5% standard, compression would be alleviated by setting the minimum salary for Lieutenant at \$87,622.

Requests: That the Committee review and consider for approval the following actions:

- a. An 2016 salary increase to remove compression for Lieutenants that sets the lowest hourly pay rate (salary converted to hourly) at \$33.56 which will impact 7 lieutenants at a cost of \$27,809.11 (benefits included) to be absorbed within the current Police Department budget.
- b. An 2016 salary increase to remove compression for Police Captains that sets the minimum salary for Police Captain at \$87,622 annually which results in a pay increase for 2 Captains, costing the Department \$7,885.82 which will be absorbed within the current Department budget.
- c. A January 2017 Lieutenant salary increase to maintain the 5% spread that sets the lowest hourly pay rate (salary converted to hourly) at 34.23 which will impact 8 Lieutenants at a cost of \$12,277.28 that will be included in the 2017 budget submission and will add to the base along with the aforementioned \$27,809.11.
- d. A January 2017 salary increase for Captains to maintain the 5% spread that sets the lowest hourly pay rate (salary converted to hourly) at \$42.97 which will impact all three (3) Captains at a cost of \$5465.49 that will be included in the 2017 budget submission and will add to the base along with the aforementioned \$7,885.83.

Impact: The Wausau Police Department has confirmed that the cost impact can be absorbed within their 2016 current budget based upon the personnel vacancies that will occur and the time lapse between vacancy and fill. The Department's 2017 budget will contain a request to sustain the increased costs which will add to the base budget, as follows:

Figure 3

Year	Lieutenant #/Cost	Captain #/Cost	Total Amount	Payment Method
2016t	7/\$27,809.11	2/\$7,885.83	\$35,694.95	Absorbed
2017	8/\$12,277.28	3/\$5465.49	\$17,742.76	Budget Addition
		Total Overall	\$53,437.71	Base Budget

Coordination: The figures contained herein have been coordinated with the City of Wausau Payroll Office.

Cc: Mayor

Encl: Letter, Captain Bliven
Letter, Chief Hardel
Resolution 02-1216



James E. Tipple

Mayor

Jeffrey G. Hardel
Chief of Police
(715) 261-7800

Wausau Police Department

January 29, 2016

Myla D. Hite, Human Resources Director
Wausau City Hall
407 Grant St
Wausau, WI 54403

Re: Police Lieutenant Compensation

Director Hite:

I am writing in follow-up to the discussion we had concerning the situation that will occur effective the first pay period in April and to request a compensation plan adjustment to the salaries of the Department's Lieutenants. This request is prompted, in part, based upon a practice of maintaining an approximate 5% differential between the pay of employees and their supervisors. As you are aware even with this differential, it is possible for hourly employees receiving overtime at a rate of 1.5 to earn more money than their salaried supervisors.

As a result of the collective bargaining contract approved by council, 13 line staff employees (detectives, school resource officers, community resource officers, and SIU) will receive a 2% pay increase on March 27, 2016, from \$30.71 per hour to \$31.33 per hour. This results in a diminished gap between line staff and lieutenants. It also results in a situation where some employees will make more money than their supervisors which creates an internal equity and alignment issue. To maintain internal alignment and provide incentives to remain within supervisory positions, I am requesting that the Lieutenants be approved to receive the same increases as staff represented under the terms of the collective bargaining agreement.

Based on data provided by City Payroll, the 12 Lieutenants hourly pay is provided as follows:

- Six Lieutenants at \$31.28 per hour
- One Lieutenant at \$33.32 per hour
- One Lieutenant at \$34.21 per hour
- Three Lieutenants at \$37.48 per hour
- One Lieutenant at \$38.21 per hour

To maintain the 5% differential, I am requesting an adjustment to the range of the lieutenant pay range to be established at a minimum of 5% above detective pay defined by the police collective bargaining agreement. Since detective pay under the current collective bargaining agreement



James E. Tipple

Mayor

Jeffrey G. Hardel
Chief of Police
(715) 261-7800

Wausau Police Department

will ultimately be \$31.33 per hour, I am requesting the beginning of the range to be established at \$33.56 per hour to maintain a 5% difference between detectives and lieutenants.

This new pay range will result in a 2016 cost of \$28,000 with a March 27, 2016, implementation date. The Wausau Police Department salary budget will absorb these costs as a result of three current vacancies, two announced retirements, and at least one more predicted retirement.

Your consideration is greatly appreciated.

Thank You,

Captain Ben Bliven
Wausau Police Department

WHEREAS, the generally accepted floor for a margin in compensation commonly referred to as “compression” between line staff and supervision is 5%; and

WHEREAS, to remove structural compression, your Human Resources Committee recommends that a subset of the Salary Range Level 6 within the City be established for Police Lieutenants with a 5% increase in the range for Police Lieutenants; and

WHEREAS, to rectify the situation in which compression will exist with the implementation of the March 27, 2016 pay increase, your Human Resources Committee recommends a new hourly pay rate of \$33.56 for any Lieutenant making below that amount when their salary is converted to an hourly rate, affecting seven (7) Lieutenants; and

WHEREAS, on January 1, 2017, to rectify the additional compression created as a result of the pay increase negotiated within the collective bargaining agreement the Human Resources Committee recommends to further raise the pay rate for eight (8) affected Lieutenants to \$34.23 per hour;

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Wausau that the salary for seven (7) affected Lieutenants is adjusted to \$33.56 per hour on March 27, 2016, and further raise the rate of pay to \$34.23 per hour on January 1, 2017 for eight (8) affected Lieutenants.

Approved:

James E. Tipple, Mayor

CITY OF WAUSAU, 407 Grant Street, Wausau, WI 54403

RESOLUTION OF THE HUMAN RESOURCES COMMITTEE

Approve bargaining agreement between the City of Wausau and Amalgamated Transit Union, ALF-CIO Local 1168 for July 1, 2015 – June 30, 2017

Committee Action: Approved 4-0

Fiscal Impact: Total Cost: \$47,327.71= Federal and State 55% (\$26,030.24), Passenger share 13% (\$6,152.60) and the remaining amount for the City will be \$15,144.87.

File Number: 04-0306

Date Introduced: March 1, 2016

RESOLUTION

WHEREAS, Representatives of the City of Wausau (hereafter referred to as “City”) and the Amalgamated Transit Union, AFL-CIO Local 1168 (hereafter referred to as the “Association”) have agreed to the provisions of a collective bargaining agreement encompassing the fiscal years of 2015-2017, the summary of the agreement being attached, and

WHEREAS, your Human Resources Committee recommends the adoption of this agreement, and

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of Wausau that the provisions as summarized on the attachments are approved for incorporation into the labor agreement between the City and the Association, and that all of the remaining unchanged provisions in the latest current agreement shall continue to be in effect, and that the labor agreement shall be a two-year agreement, encompassing the periods of July 1, 2015 through June 30, 2017 inclusive and retroactive, and

BE IT FURTHER RESOLVED, that the Mayor and other proper City officials are hereby authorized and directed to execute the relevant labor agreement encompassing the attached provisions and all other unchanged provisions in the latest current agreement.

Approved:

James E. Tipple, Mayor

**Amalgamated Transit Union, AFL-CIO Local 1168
Summary of Tentative Agreement, February 8, 2016**

Article	Agreement
Entire Agreement	Use of pronouns – Convert to gender neutral
Entire Agreement	Updating outdated information. EX; if the CBA stated Effective July 1, 2013 deleted dates reference and replacing with current dates.
9- Holidays	Adding FMLA Certified absences for holiday pay eligibility
10 - Vacations	Adding Vacation from EE Handbook, which includes accrual rates and chart.
11 – Sick Leave	Adding Sick Leave Conversation from EE Handbook, which includes accrual rates and payout for retirements. Adding Workers’ Compensation absences certified under FMLA.
13 – Insurance	Adding 20% Premium for not participating in Wellness Program Adding Income Replacement at employee cost
22-Dues	Increased administrative fee payable to the City at \$78.00 annually to cover the cost of due transfers.
26-Runs	Adding run picks in seniority order
27-Union Activity	Changing Union ownership of Bulletin Board from City to Union. Approved adding a display cabinet for Union memorabilia.
30-Duration	Term of Agreement July 1, 2015 –June 30, 2017
32- Entire Agreement	Requiring drug and alcohol testing consistent with Employer policy for Commercial Driving License.
33- Past Practices	Acknowledging mandatory conditions to be bargaining changes required.
Appendix A	Salary Increases: Jan 2016 – 2% Jan 2017 – 1.5%

DRAFT

**CITY OF WAUSAU HUMAN RESOURCES COMMITTEE
MINUTES OF OPEN SESSION**

DATE/TIME: January 11, 2016 at 4:30 p.m.
LOCATION: City Hall (407 Grant Street) – Board Room
MEMBERS PRESENT: R. Wagner (C), G. Gisselman, D. Oberbeck, L. Rasmussen
MEMBERS ABSENT: W. Nagle
Also Present: Mayor Tipple, A. Antolik, P. Czarapata, D. DeSantis, M. Hite, E. Krohn, T. Kujawa, E. Lindman, J. Schara, G. Seubert

CLOSED SESSION pursuant to Section 19.85(1)(e) of the Wisconsin State statutes for bargaining reasons requiring a closed session for the purpose of considering the following: Amalgamated Transit Union (ATU) Local 1168 Bargaining.

Motion by Oberbeck to move into closed session pursuant to Section 19.85(1)(e) of the Wisconsin State statutes for bargaining reasons requiring a closed session for the purpose of considering Amalgamated Transit Union (ATU) Local 1168 bargaining. Second by Rasmussen. All ayes. Motion passes 4-0. Committee entered into closed session.

Reconvene into Open Session, and Possible Action on Closed Session Item of Amalgamated Transit Union (ATU) Local 1168 Bargaining.

Motion by Rasmussen to send forward to the Common Council, the tentative agreement as presented and approved by the Human Resources Committee between the City of Wausau and the Amalgamated Transit Union (ATU) Local 1168, with the recommendation that it pass. Second by Gisselman. All ayes. Motion passes 4-0.

Romey Wagner
Human Resources Committee, Chair



Memorandum

From: Myla Hite, Human Resources Director

To: Human Resources Committee

Date: February 8, 2016

Re: Collective Bargaining – Amalgamated Transit Union, ALF-CIO Local 1168

Purpose: To initiate the Human Resources Committee forwarding to City Council with a “do pass” recommendation the tentative agreements (TA) between the City of Wausau and ratified by the Amalgamated Transit Union, ALF-CIO Local 1168.

Background According to the terms of the CBA, opening proposal had been exchanged by May 26, 2015 for ATU with negotiations commencing no later than September 24, respectively. The City and the ATU Association had four (4) negotiation sessions before reaching impasse on September 24, 2015.

During a closed session on May 11, 2015, the Human Resources Committee provided approval of the process and strategy for the negotiations. As you are aware the CBA by and between the City of Wausau and the ATU had expired on June 30, 2015.

The Human Resources Committee in closed session on October 12, 2015 provided economic authority and parameters to the Chief Negotiator.

Negotiations between the City of Wausau and ATU had reached impasse on September 24, 2015.

The Mediation occurred on December 21, 2015 between the City of Wausau and the ATU. The City and the ATU Association reached a Tentative Agreement (TA) on December 21, 2015 during the medication session.

The ATU Association ratified the Tentative Agreement (TA) on January 7, 2016.

The ATU reported to the Human Resources Committee on January 11, 2016 that the contract has been ratified by ATU on January 7, 2016

Details of the agreement are provided within the attachment. Your favorable consideration is greatly appreciated.

Resource Impact: 2% Increase for January 2016: \$26,546.90
1.5% Increase for January 2017: \$20,780.81

Enclosed: Summary of Tentative Agreement's

**Amalgamated Transit Union, AFL-CIO Local 1168
Summary of Tentative Agreement, February 8, 2016**

Article	Agreement
Entire Agreement	Use of pronouns – Convert to gender neutral
Entire Agreement	Updating outdated information. EX; If the CBA stated Effective July 1, 2013 deleted dates reference and replacing with current dates.
9- Holidays	Adding FMLA Certified absences for holiday pay eligibility
10 - Vacations	Adding Vacation from EE Handbook, which includes accrual rates and chart.
11 – Sick Leave	Adding Sick Leave Conversion from EE Handbook, which includes accrual rates and payout for retirements. Adding Workers' Compensation absences certified under FMLA.
13 – Insurance	Adding 20% Premium for not participating in Wellness Program Adding Income Replacement at employee cost
22-Dues	Increase administrative fee payable to the City at \$78.00 annually to cover the cost of due transfers.
26-Runs	Adding run picks in seniority order
27-Union Activity	Changing Union ownership of Bulletin Board from City to Union. Approved adding a display cabinet for Union memorabilia.
30-Duration	Term of Agreement July 1, 2015 –June 30, 2017
32- Entire Agreement	Requiring drug and alcohol testing consistent with Employer policy for Commercial Driving License.
33-Past Practices	Acknowledging mandatory condition to be bargaining changes required.
Appendix A	Salary Increases: Jan 2016 – 2% Jan 2017 – 1.5%

*Compounding savings in future years

CITY OF WAUSAU, 407 Grant Street, Wausau, WI 54403

RESOLUTION OF THE FINANCE COMMITTEE	
City to allocate the soon to be announced Live It Up Wausau program \$130,000 and marketing resources not to exceed \$20,000 from Tax Increment Financing District #2 funds previously approved for the improvement of housing stock. Committee Action: Finance Committee 4-0 Fiscal Impact: \$150,000	
File Number: 16-0307	Date Introduced: March 1, 2016

FISCAL IMPACT SUMMARY			
COSTS	<i>Budget Neutral</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	<i>Included in Budget:</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	<i>One-time Costs:</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	<i>Recurring Costs:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<i>Budget Source: Amount: \$150,000</i>			
<i>Amount:</i>			
SOURCE	<i>Fee Financed:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	<i>Grant Financed:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	<i>Debt Financed:</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	<i>TID Financed:</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	<i>TID Source: Increment Revenue <input type="checkbox"/> Debt <input type="checkbox"/> Funds on Hand <input checked="" type="checkbox"/> Interfund Loan <input type="checkbox"/></i>		

RESOLUTION

WHEREAS, the City of Wausau has a long track record of successful housing and community development programs which allocate down payment assistance funds that improve homeownership accessibility; and

WHEREAS, the City acknowledges that successful workforce and economic development programs must proactively address housing diversity and the homesteading of local employees to be rooted in a local neighborhood and community- especially within the City; and

WHEREAS, the City previously allocated remaining Tax Increment Financing District #2 funds to housing stock improvements as allowed by law; and

WHEREAS, the City together with stakeholders including local businesses, the Community Foundation of North Central Wisconsin, the Wausau Region Chamber of Commerce and the Wisconsin Housing and Economic Development Authority (WHEDA) has worked to design a new down payment assistance program specifically for local employees; and

WHEREAS, the goals of Live It Up Wausau are to increase awareness and resources for homeownership with local employees, increase homeownership rates within the City, increase resources for the renovation of homes in older neighborhoods, and to root local employees within core neighborhoods; and

WHEREAS, Live It Up Wausau is designed to combine city, federal, employer and private contributions to create a no-interest, partly-forgivable loan for down payment assistance to employees of participating businesses who wish to buy homes within the City of Wausau- effectively linking workforce retention and economic development efforts with housing improvement and homeownership goals.

NOW THEREFORE BE IT RESOLVED, that the City allocate the Live It Up program \$130,000 and marketing resources not to exceed \$20,000 from Tax Increment Financing District #2 funds and direct staff to roll out the new Live It Up program pursuant to the guidelines.

BE IT FURTHER RESOLVED, that the Finance Director and proper City officials are authorized to modify the budget for Tax Increment District Number Two Fund and publish the budget modification in the official newspaper as required.

Increase	\$150,000
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Approved:

James E. Tipple, Mayor

FINANCE COMMITTEE

Date and Time: Tuesday, January 12, 2016 @ 5:00 pm., Board Room

Members Present: Oberbeck (C), Mielke, Nutting, Nagle, Kellbach

Others Present: Lindman, Schock, Tipple, Neal, Wagner, Baeten, Bishop, Jacobson, Werth, Stratz, Kujawa, Barnes, Goede, Elizabeth Field, Pat Peckham

Discussion and Possible Action regarding the Wausau Live It Up Housing Project

Chris Schock reviewed a proposed new home ownership incentive program that would use private sector donations, TIF #2 funds and other sources to create a pot of money that could be used for homesteading of professionals. He explained they were trying to create drivers that would root professionals in the community. He noted there are a lot of people that work in the city that do not live in the city. It would be a recruiting tool for use by local companies who routinely point out one of the challenges is making sure employees are rooted and tied to the neighborhood.

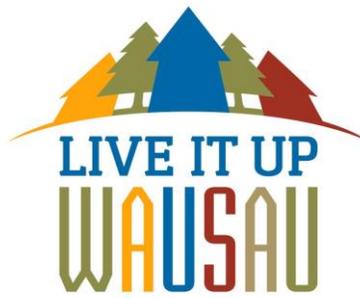
Schock indicated the chamber was a potential partner and that the Community Foundation has created a non-profit fund just for this purpose, which will be the charitable arm of this effort. WHEDA, the state's arm for housing, is establishing a partnership where their programs will interlace with ours to create incentives for home purchase. It would be a marketing feature for local employers to inform employees, especially new ones, that the city is able to offer them this incentive. He explained it is a no interest loan for a period of time, potentially five years, but maybe longer depending on the structure of the loan, for a minimum of \$10,000 with the fifth or last year forgiven. He noted there is no restriction on income for the employee to qualify. He presented an outline of the process.

Schock stated they were hoping to use part of the TIF #2 money which was set aside specifically for housing programs and they were especially targeting historic areas (either in the historic core or over 50 years old) with a scaled incentive. Every employer is asked to make a non-profit donation to the Community Foundation to participate in the program, which is a way to make sure the employers are involved and engaged in the process and take a stake in their employees living locally.

Wagner clarified there will be no income restrictions; it is not gap financing, it is used for the downpayment; it is an incentive to get them as employees of a company to buy in a neighborhood within the City of Wausau. He felt it was important to understand this is a partnership not a city program. Schock agreed and reiterated it is not gap financing or an aid program; it is a different way of looking at homesteading focused on professionals and ensuring they are part of the neighborhoods of the city rather than Rib Mountain or Weston. It is down payment assistance to employees of participating businesses who wish to buy homes in Wausau. The business has to participate, which means to make a donation to the fund at the Community Foundation.

Schock stated they were looking to get Finance approval of allocation of \$130,000 of TIF #2 money and the go ahead to do the marketing pieces. He indicated they would issue an RFP to finish the branding, which will involve informational flyers, promotional brochure, and the website graphics and real estate signs.

Motion by Nutting, second by Kellbach to approve moving forward with the marketing piece of the program and allocate \$130,000 of TIF #2 funds. Motion carried 4-0, *Nagle abstained from voting*. Oberbeck noted the program was approved based on what was presented today and will be finalized by the Council for full review.



Mission: *Live It Up Wausau combines city, federal, employer and private contributions to create a no-interest, partly-forgivable loan for down payment assistance to employees of participating businesses who wish to buy homes within the City of Wausau. The Live It Up Wausau loan can be a minimum of \$10,000 (\$15,000 for a home in a historic area or over 50 years old), amortized over a flexible schedule, and the last year's scheduled payment may be forgiven.*

Goal: *Increase awareness and resources for homeownership with local employees, increase homeownership rates within the City, increase resources for the renovation of homes in older neighborhoods, root local employees within core neighborhoods*

1. Business joins the Live It Up Wausau program by meeting these criteria:
 - a. Business makes a tax-deductible donation to the Live It Up Wausau fund at the Foundation. The City, Chamber and Community Foundation may reserve up to 10% of the contribution for administration and marketing of the program- all other funds are used for incentives to qualified employees
 - b. Allows their business' name and logo to be used, subject to company guidelines, on marketing materials for the program
 - c. Agrees to promote the program to their employees, host at least 1 event or lunch event to promote the program to their employees
 - d. Promote the program website www.liveitupwausau.com and application availability to existing and new employees
2. Employee Applicant expresses interest in Live It Up Wausau by filing out an Application to the City (*prior to writing an offer*) for the purchase of a new, existing home to be owner-occupied by the Applicant in the City
3. Application reviewed by Staff for qualification (*within 21 days of receipt*). City determines eligibility and allocation of resources from the following pots: federal HOME funds, City TIF #2 housing funds, available Live It Up funds at the Community Foundation
4. Staff informs qualified Applicant of the amount of the Live It Up Wausau Award, while funds are available depending on qualifications and resources of the program: awards are made on a first-come, first-serve basis as funds are available in the respective pots- ensuring compliance with federal qualifications and TIF rules
5. Applicant submits accepted offer to purchase and lender information to Staff
6. Live It Up Wausau Award sent to lender
7. Staff processes the secondary lien language, sets the amortization schedule, drafts the promissory note and delivers the award check at closing
8. Repayment schedule is set to complement the primary lender with a minimum of 5 years repayment. Any physical improvements to the housing stock must be documented and that amount may be forgiven from the final year's scheduled payment

CITY OF WAUSAU, 407 Grant Street, Wausau, WI 54403

RESOLUTION OF THE FINANCE COMMITTEE	
Authorizing modification of the 2016 Budget for Legal Fees	
Committee Action:	Approved 5-0
Fiscal Impact:	Increase the 2016 Budget in the amount of \$35,000.
File Number:	15-1109
Date Introduced:	March 1, 2016

FISCAL IMPACT SUMMARY			
COSTS	<i>Budget Neutral</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	<i>Included in Budget:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Budget Source: 2015 budget Carry Over</i>
	<i>One-time Costs:</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<i>Amount: Unknown</i>
	<i>Recurring Costs:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
SOURCE	<i>Fee Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount: Room Tax</i>
	<i>Grant Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
	<i>Debt Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount Annual Retirement</i>
	<i>TID Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
	<i>TID Source: Increment Revenue <input type="checkbox"/> Debt <input type="checkbox"/> Funds on Hand <input type="checkbox"/> Interfund Loan <input type="checkbox"/></i>		

WHEREAS, the Common Council has retained legal services to assist in the Town of Maine annexation issue, and

WHEREAS, these costs were not anticipated in formulating the 2016 budget, and

WHEREAS, the Finance Committee has reviewed and recommends supplementing the Legal Services budget 110-13092120 in the amount of \$35,000 which represents unspent 2015 funds.

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Wausau that the proper City official(s) be authorized and directed to modify the 2016 budget to increase the Legal budget in the amount of \$35,000 as a carryover from the 2015 budget.

BE IT FURTHER RESOLVED, that the proper City Officials are hereby authorized and directed to publish the budget modification in the official newspaper as required.

Approved:

James E. Tipple, Mayor

FINANCE COMMITTEE

Date and Time: Tuesday, February 23, 2016 @ 5:00 pm., Board Room

Members Present: Oberbeck (C), Mielke, Nagle, Kellbach, Nutting

Others Present: Groat, Hite, Giese, Klein, Lindman, Jacobson, Tipple, Henrichs, Ray, Rubow, Barnes, Kujawa, Seubert, Mohelnitzky, Abitz, Neal, Wagner, Abitz, Pat Peckham, Glenn Speich and other interested parties.

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. It was noted that there was a quorum present and the meeting was called to order by Chairperson Oberbeck.

Discussion and possible action regarding legal costs pertaining to the Town of Maine annexations and related budget modification Jacobson presented the committee with the 2015 legal costs paid to date on the various issues surrounding the Town of Maine annexations. She indicated at this time the total costs are unknown. Groat indicated that staff is being proactive in pointing out a possible budget shortfall. Groat indicated the City could wait to determine total costs, carryover unspent 2015 legal funds of \$35,000 or transfer money from the Economic Development Fund. Motion by Nagle, second by Nutting to carry over the legal budget from 2015 to 2016 to fund the unanticipated legal costs associated with the Town of Maine annexation. Approved 5-0

CITY OF WAUSAU, 407 Grant Street, Wausau, WI 54403

RESOLUTION OF THE FINANCE COMMITTEE	
Authorizing modification of the 2015 Budget	
Committee Action:	Approved 5-0
Fiscal Impact:	Reduce the General Fund budget \$105,759 with transfers to other funds.
File Number:	15-1109
Date Introduced:	March 1, 2016

FISCAL IMPACT SUMMARY			
COSTS	<i>Budget Neutral</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
	<i>Included in Budget:</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<i>Budget Source:</i>
	<i>One-time Costs:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
	<i>Recurring Costs:</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<i>Amount: 105,759</i>
SOURCE	<i>Fee Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount: Room Tax</i>
	<i>Grant Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
	<i>Debt Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount Annual Retirement</i>
	<i>TID Financed:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<i>Amount:</i>
	<i>TID Source: Increment Revenue <input type="checkbox"/> Debt <input type="checkbox"/> Funds on Hand <input type="checkbox"/> Interfund Loan <input type="checkbox"/></i>		

WHEREAS, the Finance Committee has reviewed and recommends the following 2015 budget modifications that will align the budgets to areas of spending; and does not result in an increase in overall spending;

Increase Budget

Recycling Fund - Motor Pool Charges	153-153092000	\$30,262
Recycling Fund - Transfer In from General Fund	153-153089210	\$30,262
General Fund- Unclassified - Transfer to Recycling Fund	110-25099210	\$30,262

Decrease Budget

General Fund - Winter Maintenance - Motor Pool Charges Expenses	110-102592000	\$30,262
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Increase Budget

Airport Fund - Motor Pool Charges	166-90092000	\$7,616
Airport Fund - Salaries and Fringe Benefits	166-900various	\$19,264
Airport Fund - Sundry Repairs and Maintenance	166-90092490	\$13,275
Airport Fund - Transfer In from General Fund Revenue	166-90089210	\$40,155
General Fund- Unclassified - Transfer to Airport Fund	110-25099260	\$40,155

Decrease Budget

General Fund - Winter Maintenance - Motor Pool Charges	110-102592000	\$7,616
General Fund - Winter Maintenance - Salaries and Fringe Benefits	110-1025various	\$32,539

Increase Budget		
400 Block Fund - Water Expenses	177-130592210	\$55,342
400 Block Fund - Transfer In from General Fund	177-130589210	\$35,342
General Fund- Unclassified - Transfer to 400 Block Fund	110-25099210	\$35,342
Decrease Budget		
General Fund - Parks Department - Salaries	110-130091110	\$35,342
400 Block Fund - Agricultural Expenses	177-130593410	\$20,000

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Wausau that the proper City official(s) be authorized and directed to modify the 2015 budget as presented above..

BE IT FURTHER RESOLVED, that the proper City Officials are hereby authorized and directed to publish the budget modification in the official newspaper as required.

Approved:

James E. Tipple, Mayor

FINANCE COMMITTEE

Date and Time: Tuesday, February 23, 2016 @ 5:00 pm., Board Room

Members Present: Oberbeck (C), Mielke, Nagle, Kellbach, Nutting

Others Present: Groat, Hite, Giese, Klein, Lindman, Jacobson, Tipple, Henrichs, Ray, Rubow, Barnes, Kujawa, Seubert, Mohelnitzky, Abitz, Neal, Wagner, Abitz, Pat Peckham, Glenn Speich and other interested parties.

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. It was noted that there was a quorum present and the meeting was called to order by Chairperson Oberbeck.

Discussion and possible action regarding 2015 budget modification for the 400 Block Fund, Recycling Fund, and Airport Fund

Groat explained that budget variances occurred in the Recycling fund and Airport Fund due to the allocation of DPW staff and equipment charges. She indicated that the budgets are established based upon historical trends. DPW spent additional time on the fall leaf pick up and airport hangar maintenance than expected in the budget. This results in costs accumulating in the Recycling or Airport Fund rather than the General Fund DPW budget. The budget modification does not financially impact the City rather it moves the budget to the accounts they were charged to. She explained that the 400 Block overage was due to the fountain water costs which were not budgeted within the 400 Block Fund. The Parks general fund budget has over \$200,000 left at year end. The budget transfer takes money from the Parks budget to finance the excess water costs in the 400 block Fund. Oberbeck indicated that this problem will likely occur in 2016 due to the water rate increases enacted in 2015. He stated the Parks Committee is evaluating ways to reduce costs.

Motion by Kellbach, second by Nutting to approve the budget modifications proposed. Motion carried 5-0.



TO: FINANCE COMMITTEE

FROM: MARYANNE GROAT

DATE: FEBRUARY 16, 2016

SUBJECT: 2015 BUDGET MODIFICATION FOR THE RECYCLING FUND, AIRPORT FUND AND 400 BLOCK FUND

Purpose: To provide a budget modification for the Recycling Fund and Airport Fund

Background: The Department of Public Works uses a job cost system. As employees work on different tasks their time is allocated to the specific job and charged to the activity in the accounting system. In addition, the vehicles and equipment used to work on the task are also allocated to the specific job and charged to the activity in the accounting system.

Recycling Fund - The Recycling Fund budget includes funding for the curbside recycling program, the yardwaste site and the fall curb side leaf pick up. The budget for payroll and motor pool charges was developed based upon historic allocations from public works. In 2015, the department spent more time on these tasks which increased the costs to the fund. This resulted in overspending in the recycling fund and underspending in the General Fund since they were not working on street related activity. The budget modification presented would transfer monies from the General Fund to the Recycling Fund to cover the over budget in the area of salaries and motor pool:

Increase Budget

Recycling Fund - Motor Pool Charges Expense	153-153092000	\$30,262
Recycling Fund - Transfer In from General Fund Revenue	153-153089210	\$30,262
General Fund- Unclassified - Transfer to Recycling Fund	110-25099210	\$30,262

Decrease Budget

General Fund - Winter Maintenance - Motor Pool Charges Expenses	110-102592000	\$30,262
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A similar situation occurred in the Airport Fund. Public Works staff spent time that was not budgeted for at the Airport. This caused budget overruns in the airport fund but correspondingly costs were not expensed in the General Fund. The corresponding budget modification for that work would be:

Increase Budget

Airport Fund - Motor Pool Charges	166-90092000	\$7,616
Airport Fund - Salaries and Fringe Benefits	166-900various	\$19,264
Airport Fund - Sundry Repairs and Maintenance	166-90092490	\$13,275
Airport Fund - Transfer In from General Fund Revenue	166-90089210	\$40,155
General Fund- Unclassified - Transfer to Airport Fund	110-25099260	\$40,155

Decrease Budget

General Fund - Winter Maintenance - Motor Pool Charges	110-102592000	\$7,616
General Fund - Winter Maintenance - Salaries and Fringe Benefits	110-1025various	\$32,539

Finally, the 400 Block also encountered budget overruns. This was due to the fountain water charges being allocated to the 400 Block Fund with no corresponding budget. The General Fund Parks budget had a surplus of \$210,894. There may be a few more expenses from the county but they shouldn't be significant. The corresponding budget modification for that work would be:

Increase Budget

400 Block Fund - Water Expenses	177-130592210	\$55,342
400 Block Fund - Transfer In from General Fund	177-130589210	\$35,342
General Fund- Unclassified - Transfer to 400 Block Fund	110-25099210	\$35,342

Decrease Budget

General Fund - Parks Department - Salaries	110-130091110	\$35,342
400 Block Fund - Agricultural Expenses	177-130593410	\$20,000

Impact: The impact of the recommendations are as follows:

- To align the budget to reflect the efforts of City staff and related expenses.
- To prevent deficit fund balances in the Recycling Fund, 400 Block Fund and Airport Fund.

Fiscal Impact: This is a balanced transfer requiring no funding from fund balance or contingency.