



MINUTES
COMMITTEE #1
REVENUES, DISBURSEMENTS, WATER AND WASTEWATER
December 5, 2023

Committee #1 - Revenues, Disbursements, Water and Wastewater met on Tuesday, December 5, 2023 at 9:30 am in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.

Committee Members present: Rob Kiefer, John Monarski, and Paul Nadreau

Mayor/Other Council Members present: Mayor Hoffman and Jason Hiess.

Others present: Finance Manager/Treasurer Lynne Bauer; Director of Public Works/Utility Manager Brandon Cesafsky; City Planner/Transit Manager Brad Hentschel; Police Chief Matt Kelm; Fire Chief Jason Thom; Parks, Recreation and Forestry Director John Jimenez; Police Lt. Korry Boos; Police Sgt. Sheridan Pabst; Fire Lt. Chad Schara; Fire Lt. Greg Bowe; Street, Fleet and Utility Maintenance Manager Rick Ruf; Utility Office Manager Connie Freagon; Police Department Administrative Assistant Lesley Small; and City Clerk Bridget Givens.

Call to Order: 9:30 am

1. Discuss funding for a step increase for the most senior police sergeant. Possible recommendation to the Council.

This item was discussed by Committee #2 at their meeting yesterday. Due to the passage of the referendum and the wage adjustments received by officers, it created compression at the sergeant level. All the sergeants received a step increase; however, consideration was not given to the most senior Police Sergeant being a full step ahead of the other sergeants. Committee #2 recommended placing the most senior Police Sergeant at Grade 14 Max on the Administrative Pay Grid effective January 1, 2024 with referral to Committee #1 for funding.

Motion by Kiefer/Monarski to recommend Council approve a step increase for the most senior Police Sergeant to Grade 14 Max effective January 1, 2024 with funding to come from the referendum proceeds or Police Department Budget. **All present voting aye, motion carried.**

2. Discuss funding for the recreation supervisor position due to a request to increase the hire rate of pay. Possible recommendation to the Council.

Parks, Recreation, and Forestry Director Jimenez advised that the Recreation Supervisor position will soon be vacant and is requesting an increase in pay for the position. Discussion ensued relative to the turnover for this position. It was noted that Grade 10 Step B is included in the budget.

Motion by Kiefer/Monarski to recommend Council approve an increase in the rate of pay up to Grade 10 Step D for the Recreation Supervisor position. **All present voting aye, motion carried.**

3. Review proposed 2024 budget data and issues affecting the budget. Possible recommendations to the Council.

A revised Budget Summary was provided to the Committee and discussed. It was noted that all items highlighted in yellow have been included in the 2024 Budget. The Committee discussed the possibility of moving Forestry under the Street Department and the possibility of hiring an additional person in either Parks or Streets. No consensus was reached.

Finance Manager/Treasurer Bauer indicated that funding for the Human Resources/Finance Assistant position can be found by shifting funds between accounts in addition to utilities paying for 20% of the position.

Motion by Kiefer/Monarski to recommend Council approve the inclusion of all highlighted items identified in the Budget Summary in the 2024 Budget as presented. **All present voting aye, motion carried.**

Future discussion will ensue relative to omitted budget requests.

4. Adjournment

Motion by Monarski/Nadreau to adjourn at 9:58 am. **All present voting aye, motion carried.**

**Minutes submitted by,
Rob Kiefer, Chair**

12 5 2023 Budget Summary Review - Budget Discussion (Estimates)

2023 Adopted Expenditures	2023
Total Adopted	14,929,129
Wages/Benefits	10,369,335
Operational	4,559,794
2022/23 Levy and Net New Construction 1.477% - \$60,975	

2024	2024 Proposed Expenditure Increases	954,542
15,883,671		
10,835,950		
4,659,418		
2023/24 Levy net new construction estimate - \$150,000		
2023/24 TID Closure		

Wages/benefits
Health Insurance - 4% Increase

Review Omitted Budget Requests (ongoing)

Operational		\$	3,450
Elections - Postage and supplies		\$	4,000
Elections - Polling Location Payments (omitted?)		\$	1,000
Fire Dept - Ambulance Cell Phones		\$	550
Inspection - State Weights/Measures Contract Increase		\$	6,136
Data Processing - IT Contract Increase		\$	9,558
Library - MORE and cleaning services		\$	20,735
Parks & Recreation - Equipment Items (bond?)		\$	32,307
Police Dept - Vehicle Funds Redistributed		\$	7,800
Street Dept - City Shops - Electric and Uniforms		\$	65,900
Street Dept - Surface Sealing-Pea Gravel, Asphalt, Oil		\$	4,000
Street Dept - Snow/Ice Removal - Salt		\$	16,700
Street Dept - Street Lighting - Electric, Repair/Maint		\$	12,400
Street Dept - Bldg Maintenance - Cleaning Funds		\$	30,000
Street Dept - Fleet Vehicle Funding (bond?)		\$	

Personnel

Human Resources/Finance Assistant	\$	100,000
City Clerk/Finance Dept-Shared	\$	80,000
Streets - Temporary Help	\$	5,000
Parks - Additional Park Maintenance Personnel (2)	\$	170,000
Streets - Additional Heavy Equip. Operators (2)	\$	185,000
Police - (Senior) Sergeant Increase	\$	5,000
Parks Seasonal Wage Changes	\$	90,000
Pay Study Implementation Amounts(?)		
Recreation Supervisor Hire Rate Increase		\$5,500

Wages/Benefits
3% + Steps

Operational Changes
Council - League Dues +\$684
City Attorney +\$2,300
Chamber Dues +\$102
Parks - Uniforms - +\$900
Recycling County Contract- +\$257
Mass Transit - Contracted Services and Vehicles- +\$31,165
Riverfront Park Operating +\$,7000
Family Support Center - \$4,500 (2024 Vision Program Funds)

Revenue Adjustment Accounts
10.44000.4411 Court Penalties
10.45000.4572 Library Fines
Parks Accounts
Expenditure Restraint Loss - 2024/2025 Approx. \$250,000

Revenue Increases
Shared Revenue
General Transportation Aids
Library Funding
Building Permits