



MINUTES
COMMITTEE #1
REVENUES, DISBURSEMENTS, WATER AND WASTEWATER
July 31, 2018

Committee #1 - Revenues, Disbursements, Water and Wastewater met on Tuesday, July 31, 2018 at 9:00 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

Others present: Finance Manager/Treasurer Lynne Bauer, Director of Public Works/City Engineer/Utilities Manager Rick Rubenzer, City Planner/Transit Manager Brad Hentschel, Fire Chief Mike Hepfler, Police Chief Matt Kelm, Library Director Joe Niese, Utility Office Manager Connie Freagon, Street and Utility Maintenance Manager Rick Ruf, Water Supervisor Matt Boos, Brian Reilly and Chris Hetland of Ehlers, and City Clerk Bridget Givens.

Call to Order: 9:00 am

Motion by Kiefer/Nadreau to move Items 5 and 6 to the top of the agenda. All present voting aye, motion carried.

5. Discuss Simplified Rate Case Application for Water Rates. Possible recommendations to the Council.

Director of Public Works/City Engineer/Utilities Manager Rubenzer advised that the water rates are reviewed annually and the City is eligible for a simplified rate case application. The last full rate case application was in 2015 and the rates increased roughly 7%. At that time, it was suggested that we not go as many years between water rate applications. The anticipated impact is roughly a 3% increase for an average residential customer.

Motion by Kiefer/Monarski to recommend Council approve the Simple Rate Case Application for Water Rates. All present voting aye, motion carried.

6. Discuss and consider Chippewa Riverfront Phase Two Engineering agreements, amendments and compensation. Possible recommendations to the Council.

Rubenzer advised that City Staff will meet with SEH to negotiate this item further and it will be brought back to the Committee at a future meeting.

No action taken.

1. Discuss draft ordinance to update parking ticket forfeitures previously approved by Committee #1. Possible recommendations to the Council. (Attachment)

Clerk Givens advised that in 2012, Police Chief Stelter requested an increase for parking ticket forfeitures to go into effect for 2013. The request was approved by the Committee, but the ordinance was not updated to reflect the fee increase.

Motion by Nadreau/Monarski to recommend Council consider the ordinance to update parking ticket forfeitures as previously approved by Committee #1. **All present voting aye, motion carried.**

2. Discuss funding for additional cameras and equipment at City Hall, Library and Police Department. Possible recommendations to the Council. (Attachment)

Utility Office Manager Freagon provided an overview of the quotes for additional cameras and equipment at City Hall, the Library, and Police Department. It was noted that Chippewa County IT will be programming the cameras as part of the City's IT agreement with the County. The quoted prices reflect the removal of the camera programming.

Motion by Kiefer/Nadreau to recommend Council approve the quote of NetTel Solutions in an amount not to exceed \$5,500. **All present voting aye, motion carried.**

3. Discuss funding for future underground fuel tank upgrade at Street Department. Possible recommendations to the Council.

Street and Utility Maintenance Manager Ruf advised the Committee that the underground fuel tanks at the Street Department will need to be upgraded and replaced by December 31, 2020. The current estimated cost is \$150K. Ruf stated that with the steel tariffs, he is unsure of what the pricing will be in the future. Ehlers will determine if we can bond for the expenditure.

No action taken.

4. Discuss funding for Police Officer compensation and additional Police Officers. Possible recommendations to the Council.

Police Chief Kelm expressed that there are two issues at the Police Department; namely, compensation for existing officers and the need to add additional police officers. Chief Kelm believes current turnover is due to low staffing levels which requires officers to be ordered in on their time off. Different options were discussed such as a reserve officer program and contracting for transports. Councilor Kiefer questioned if the Police Department staff is still in favor of the 12-hour shifts and pointed out that a lower wage increase was negotiated in order to implement the 12-hour shifts.

Motion by Kiefer/Nadreau to recommend Council approve a Joint Meeting between Committee #1 and #2 to discuss this item further. **All present voting aye, motion carried.**

7. Discuss borrowing options, including bonds and notes, for 2018 street projects and building improvements. Possible recommendations to the Council.

Brian Reilly of Ehlers distributed a handout entitled: City of Chippewa Falls, WI 2018 Debt Planning (a copy of which is on file in the Office of the City Clerk) and provided details thereon including the City's current borrowing capacity, estimated impacts of future borrowing, and other considerations.

Motion by Nadreau/Kiefer to recommend Council approve Note Anticipation Notes with Northwestern Bank in an amount not to exceed \$1M. **All present voting aye, motion carried.**

Motion by Kiefer/Monarski to recommend Council approve the Special Assessment B Bonds for street project special assessments with future research on the inclusion of utilities. **All present voting aye, motion carried.**

Motion by Kiefer/Monarski to recommend Council approve the financing plan for bonding as presented. **All present voting aye, motion carried.**

8. Adjournment

Motion by Nadreau/Monarski to adjourn at 10:24 pm. All present voting aye, motion carried.

**Minutes submitted by,
Lynne Bauer, Finance Manager/Treasurer**

Simplified Rate Case Application - Water Class AB

1120 - Chippewa Falls Dept of Public Utilities

Public Service Commission of Wisconsin
PO Box 7854
Madison WI 53707-7854

(filing this form out is in accordance with Wis.Stat196.193)
3011(5/20/2017)

Preparer Name: **Connie Freagon**
 Preparer Phone Number: **715 726 2741**
 Preparer Email Address: **cfreagon@chippewafalls-wi.gov**
 Date Application will be filed with the PSC: **08/13/2018**
Notice Date to be Mailed/Published: **08/11/2018**
 Newspaper Name: **Chippewa Herald**
 Rate Effective Date: **10/01/2018**

	Annual Report Information	Page	
1	Total Sales of Water	W-1	\$2,260,558
2	Rate Increase Factor		3.0%
3	Line 1 * Line 2		\$67,817
4	Net Operating Income (Operating Revenues - Operating Expenses)	W-1	\$378,760
5	Adjusted Total Operating Income (Line 3 + Line 4)		\$446,577
6	Average Net Rate Base - Water Utility	F-23	\$9,228,317
7	Line 5 / Line 6		4.8%
8	Test 1 - Financial Eligibility Qualifies *		Yes
9	Adjusted Operating Income (Line 5)		
10	Total Operation & Maintenance (O&M) expense (600 and 900 accounts only)		
11	Line 9 / Line 10		
12	Test 2 - Financial Eligibility Qualifies **		

* Eligible if line 7 <= 4.90%

** Eligible if line 11 <= 6.0%

History Check

Effective Date of the Last Full Rate Case: **01/01/2015**

Rates from last full rate case have been in effect for at least one full calendar year and the current annual report has been filed. **Yes**

If Class AB, it has been 5 years or less since the last full rate case. **Yes**

Effective Date of the Last SRC: **12/01/2009**

Rates from the last SRC have been in effect for one year (12 months). **Yes**

Water Meter Rates

5/8" meter rate at the last full rate case: **19.20**

Current 5/8" meter rate: **19.20**

If Class C or D, current rate is less than 40% higher than the last full rate case. **NA**

Notice of Rate Increase Water Customers of the Chippewa Falls Department of Public Utilities

This is to give you notice that the Chippewa Falls Department of Public Utilities will file an application on August 13, 2018, with the Public Service Commission of Wisconsin (PSC), for authority to increase water rates. Rates for general service will increase 3.0 percent. The increase is necessary to reduce the existing deficiency in present rates. The request is being made under Wis. Stat. 196.193. Rate increases granted under this statute do not require a public hearing. The effect of the increase for some selected customers is shown below. Public Fire Protection and Wholesale rates (if applicable) will also increase 3.0 percent.

Customer Classification	Meter Size	Cubic Feet	Existing Quarterly Rate	Revised Quarterly Rate
Average Residential	3/4	1,600	\$43.20	\$44.58
Large Residential	3/4	2,500	\$56.70	\$58.53
Commercial	1	7,800	\$143.64	\$147.96
Industrial	4	115,000	\$1,822.10	\$1,874.61
Public Authority	1 1/2	20,700	\$349.11	\$359.22

This rate increase will go into effect on October 1, 2018. If you have any questions about the rate increase request, call the Chippewa Falls Department of Public Utilities at (715) 726-2741.

10/01/2018 Water Rate Adjustment Impact

Customer Classification	Quarterly	Annual
Average Residential	\$1.38	\$5.52
Large Residential	\$1.83	\$7.32
Commercial	\$4.32	\$17.28
Industrial	\$52.51	\$210.04
Public Authority	\$10.11	\$40.44

AN ORDINANCE UPDATING THE PARKING TICKET
FORFEITURE CODE SECTION, SECTION 25.04(5)
OF THE CHIPPEWA FALLS MUNICIPAL CODE

THE COMMON COUNCIL OF THE CITY OF CHIPPEWA FALLS, WISCONSIN, DO ORDAIN AS FOLLOWS:

1. That § 25.04(5) of the Chippewa Falls Municipal Code relating to the forfeiture schedule for various parking violations and which provides as follows:

(5) The following schedule appertains to tickets issued for the following ordinance violations:

(a) 1-hour parking	\$ 4.00
(b) 2-hour parking	\$ 6.00
(c) 4-hour parking	\$ 6.00
(d) 8-hour parking	\$ 8.00
(e) 24-hour parking	\$ 10.00
(f) 48-hour parking	\$ 10.00
(g) 2:00 a.m. – 6:00 a.m.	\$ 12.00
(h) Prohibited parking	\$ 10.00
(i) Loading zone parking	\$ 10.00
(j) Semi-drop parking.....	\$ 25.00
(k) Improper parking.....	\$ 10.00
(l) Handicap parking.....	\$ 30.00
(m) Posted parking.....	\$ 20.00
(n) Keys left in ignition	\$ 50.00
(o) Unattended vehicle left running	\$ 50.00

be amended to provide as follows:

(5) The following schedule appertains to tickets issued for the following ordinance violations:

- (a) 30-minute parking \$ 4.00
- (b) 2-hour parking \$ 6.00
- (c) 4-hour parking \$ 8.00
- (d) 8-hour parking \$ 10.00
- (e) 24-hour parking \$ 15.00
- (f) 2:00 a.m. – 6:00 a.m. \$ 15.00
- (g) Prohibited parking \$ 15.00
- (h) Loading zone parking \$ 15.00
- (i) Semi-drop parking..... \$ 30.00
- (j) Improper parking..... \$ 15.00
- (k) Handicap parking..... \$ 50.00
- (l) Posted private parking..... \$ 20.00
- (m) Keys left in ignition \$ 50.00
- (n) Unattended vehicle left running \$ 50.00

DATED this _____ day of _____, 2018.

COUNCIL PRESIDENT: _____
Rob Kiefer

FIRST READING: _____

SECOND READING: _____

APPROVED: _____
Gregory S. Hoffman, Mayor

ATTEST: _____
Bridget Givens, City Clerk



Minutes

Committee No. 1
Revenues, Disbursements, Water and Wastewater
March 22, 2012

Committee #1 – Revenues, Disbursements, Water and Wastewater met on Thursday, March 22, 2012 at 8:00 AM in the City Hall, Council Chambers, 30 West Central Street, Chippewa Falls, WI.

Committee/Council Members present: Jane Lardahl, Brian Flynn, George Adrian, Mayor Hoffman. Others present: Public Works Director/City Engineer/Utilities Manager Rick Rubenzer, Finance Mgr/Treasurer Lynne Bauer, Police Chief Wendy Stelter, Captain John Liddell, Lieutenant Mike Farley, City Planner Jayson Smith, Brian Reilly – Ehlers & Associates.

The meeting was called to order at: 8:00 AM.

Item #1: Discuss using land sale monies for replacement of carpeting in clerk and treasurer offices. Possible recommendations to the Council.

The Committee discussed using land sale monies to replace carpeting in the clerk and treasurer offices at an estimated cost of \$6,600. This cost could be less if City workers are utilized to tear up and dispose of the old carpeting.

Motion by Flynn/Adrian to recommend the Council approve utilizing land sale monies to replace carpeting in the clerk and treasurer offices with the cost not to exceed \$6,600. All present voted aye, motion carried.

Item #2: Discuss proposed increase in fines by Police Department for ordinance violations including vicious dog and animal bites. Possible recommendations to the Council.

Police Chief Wendy Stelter presented recommendations for increases in fines and multiple offense fines relating to animal violations (see attached). Chief Stelter used comparables from the area to determine the amounts. She will have Attorney Ferg review the fines and bring back to a future meeting.

No action taken.

Item #3: Discuss increase in parking fines. Possible recommendations to the Council.

Chief Stelter presented parking fine amounts from surrounding communities. She is recommending an increase for 2013 but would like the request approved now because she needs to order them in advance.

Motion by Flynn/Adrian to recommend the Council approve the parking fine increases for 2013.
All present voted aye, motion carried.

**Item #4: Discuss borrowing for 2012 and 2013 projects and capital equipment items.
Possible recommendations to the Council.**

The Committee discussed Department requests for vehicles and equipment as well as building improvements and street projects for the 2012 and 2013 bond issue (see attached). Brian Reilly from Ehlers & Associates presented information regarding the City's debt situation; refinancing opportunities; and the potential financing plan and calendar for the proposed capital projects. The Committee also discussed other sources of funding such as remaining land sale monies. The Committee agreed to meet on April 5 at 8 AM to discuss further what items and projects to include in the bond issue.

No action taken.

Item #5: Adjournment.

Motion by Adrian/Lardahl to adjourn at 9:53 AM. **All present voted aye, motion carried.**

Minutes submitted by:
Lynne Bauer, Finance Mgr.

Committee 1
7/31/2018

Additional cameras and equipment at City Hall, Library, and Police Department.

City Hall

Change mounting of 2nd floor camera located outside of Council Chambers from ceiling mount to wall mount.

Library

Install IP cameras at back door and history room.

Police Department

Install IP camera to capture external front entrance and evidence storage room.

One 360° camera is available from initial camera project.

Quotes

Total Project including installation, cameras, licenses, and maintenance.

NetTel Solution \$5,401.07

Access Security \$5,489.59

Recommendation to accept NetTel Solution - not to exceed \$5,500.00