

FINANCE & PERSONNEL COMMITTEE

March 14, 2023

6:40pm

PRESENT: Chairperson Rusniak, Members Sikora, Fulop and Kohler

ALSO PRESENT: City Administrator Steve Volkert, Transportation Superintendent Deb Holtan, Parks & Rec. Director Randy Wojtasiak

Call to Order – Chairperson Rusniak called the meeting to order at 6:40 p.m. in the Common Council Chambers of Hartford City Hall, 109 North Main Street.

Roll Call – All members were present.

Public Comment Period – None.

Discussion and consideration of instituting the new wage structure beginning March 20, 2023 for the City of Hartford taxi service – City Administrator Steve Volkert explained that in the few months that Deb Holtan has been the Transportation Superintendent, she has worked to maintain and sustain the department. Ms. Holtan explained that when she first started working with her mentor, Lisa Alves, one of the first things she noticed was that there was no difference in wages between a 17-year driver and a driver who was just hired. Ms. Holtan researched transportation services in the local area with similar services offered and found that the City of Hartford was on the low end of the wage spectrum. She went on to explain that the cost of a wage increase was not budgeted for 2023, but the proposed increase would cost \$10,208.97. This amount would be taken from the Transportation Fund Balance, which currently stands at \$321,419.55. This increase would be sustained by future grants.

Aldersperson Fulop asked if the fund balance was shared by the Recreation Department or if it was specifically dedicated to taxi services. Mr. Volkert explained that this fund balance is only for taxi services, just as the Recreation Department has its own fund balance. There is one General Fund Balance for the entire city. Aldersperson Fulop also asked how much is advisable to keep in a fund like this. Mr. Volkert answered that the general rule is to keep 100% of the annual operating cost of the taxi in this fund, just in case something was to go wrong. Aldersperson Rusniak then asked if purchasing a new taxi comes out of this fund. Mr. Volkert then explained that every other year money is budgeted, in the General Fund Budget, for a new taxi. If that cost comes in way over what was budgeted, the Transportation Fund Balance would be used to offset the difference.

Aldersperson Kohler suggested retroactively instituting the new wage structure, to January 1st, as the funds are available and the first of the year is traditionally when raises are awarded.

Aldersperson Fulop then asked if the Transportation Fund Balance needs to maintain a certain amount and if so, what other services could the excess money be going to. Mr. Volkert explained this is the first part of figuring out a way to sustain and maintain the department while also reducing Ms. Holtan's hours of being a driver herself and also the need of a dispatcher. Those needs could potentially be addressed with the Transportation Fund Balance.

Aldersperson Rusniak asked at what point do employees qualify for the city's health insurance plan. Mr. Volkert answered that ¾ time employees qualify for the city's health insurance plan. Ms. Holtan then explained there is a current employee who opted out of the city's plan which temporarily created an excess of funds. However, that employee will be moving out of state, and whomever is hired to take that position would be offered the benefits package, which would result in additional cost for the city.

MOTION by Aldersperson Kohler, seconded by Aldersperson Fulop instituting the new wage structure beginning March 20, 2023, but retroactive to January 1, 2023, for the City of Hartford taxi service.

MOTION CARRIED UNANIMOUSLY.

Discussion and consideration of authorizing appropriate City officials to accept the quote from Foresight Sports for \$36,898, for a Sim-In-a-Box kit golf simulator – Parks & Rec Director Randy Wojtasiak explained that the Rec Center is looking for ways to creatively utilize space inside the building and draw more people in. There is one room in particular that is currently being used sparingly that staff believes could be better utilized by adding the golf simulator. The Parks & Rec Commission strongly encouraged this investment. Mr. Wojtasiak advised that this is not a budgeted item, so the funds would be coming from the Rec Fundraising Account, which currently stands at just under \$73,000. This fund is generated by sales of Summer Fun Tickets, which include tickets to Great America, Milwaukee County Zoo, Wisconsin Dells, etc. The

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revenue generated by the simulator would go back into the fund until what was taken out is replaced. After that, 25% of the revenue generated would continue to go into the fund.

Aldersperson Fulop asked what the pay-back schedule would be for this item. Mr. Wojtasiak advised it is projected to be paid back in about 2 years. Aldersperson Kohler asked if there is room for future growth in the proposed space. Mr. Wojtasiak advised there is room for another simulator, possibly bringing a pool table into the room that is currently not being used, and staff has other ideas to make the room more amenable to the potential golfers.

MOTION by Aldersperson Kohler, seconded by Aldersperson Fulop authorizing appropriate City officials to accept the quote from Foresight Sports for \$36,898 for a Sim-In-a-Box kit golf simulator.

MOTION CARRIED UNANIMOUSLY.

Adjournment – MOTION by Aldersperson Fulop, seconded by Aldersperson Sikora for adjournment at 7:00 p.m. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Lori Hetzel, City Clerk

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Compiled by Samantha Walters, Deputy Clerk