



Finance Committee Agenda

July 19, 2016
6:00 p.m.

FINANCE COMMITTEE AGENDA

1. Call to order
2. Approval of the Minutes of the Finance Committee Meeting held June 7, 2016
3. Discussion and Action Items:
 - Sewer Bill for property located at 3267 South Koenig Avenue – Bryan and Callan Kamm
 - Sewer Bill for property located at 3916 South Pennsylvania Avenue
 - Sewer Bill for property located at 2924 East Armour Avenue – David Zagrodnick
4. Correspondence:
5. Unfinished Business:
6. Adjourn

7. PUBLIC NOTICE

Upon reasonable notice, a good faith effort will be made to accommodate the needs of individuals to participate in public hearings, which have a qualifying disability under the Americans with Disabilities Act. Requests should be made as far in advance as possible, preferably a minimum of 48 hours. For additional information or to request this service, contact the St. Francis City Clerk at 481-2300. The meeting room is wheelchair accessible from the east and west entrances.

NOTE: There is a potential that a quorum of the Common Council may be present.

**MINUTES OF THE FINANCE COMMITTEE MEETING HELD
JUNE 7, 2016**

Present: Alderpersons McSweeney, Tutaj, Schandel

Also Present: City Clerk/Treasurer Uecker, City Engineer Dejewski, Mayor St. Marie-Carls

Chairman McSweeney called the meeting to order at 5:34 p.m.

Moved by Alderwoman Schandel, seconded by Alderman Tutaj to place on file the minutes of the Finance Committee meeting held May 17, 2016. Motion carried.

College Labor Program:

Moved by Alderman Tutaj, seconded by Alderwoman Schandel to place on file with reference in the minutes the correspondence dated June 1, 2016 from the City Engineer regarding College Labor Program Funding and to direct the City Clerk to prepare the appropriate Budget Amendment Resolution for the next Common Council meeting. Motion carried.

Sidewalk Replacement Project Funding:

City Engineer Dejewski requested that this be forwarded to the Board of Public Works as it goes beyond the 2016 budget amount.

SWOT Analysis:

Alderwoman Schandel prepared a sample template for use by the Department Heads and Committees to use for the analysis. Mayor St. Marie-Carls felt that this would be a good tool for the Council to use to strategize for future needs. City Engineer Dejewski asked what the end goal of this exercise was. Mayor St. Marie-Carls stated that this would be another vehicle of understanding between staff, council and the citizens. Alderman McSweeney questioned where this would be used and Alderman Tutaj stated his thoughts on that were for committee tasks and working to the future. At this point, Alderman McSweeney felt that the Committees, not the Department Heads should complete the SWOT so they have direction for the future. He felt that one or two committee should complete the analysis and see if there are benefits to doing it. After further discussion, it was decided that Planning Commission and Board of Public Works would be the "test" committees.

RFP – Assessing Services:

Discussion was held on doing a more proactive assessment process to help eliminate the big swings in changes. City Clerk Uecker will request RFP's from other communities that have more of a 100% equalized value clause.

Moved by Alderwoman Schandel, seconded by Alderman Tutaj to adjourn. Motion carried.

Time: 6:23 p.m.

Report Criteria:

Meter.Meter ID = "37421513"

Meter ID	Current Status	Location Number	Service Address	Age Years	Loc Years	Date	Reading	Description
METRO SEWER USAGE								
37421513	Active	37421513	3267 E KOENIG AVE	1.5	1.5	01/01/2015 06/30/2016	62	New Connect Period Meter Reading

July 7, 2016

Ms. Anne Uecker
City Clerk/Treasurer
City of St. Francis
3400 E. Howard Avenue
St. Francis, WI 53235

(sent via e-mail to anneu@stfranwi.org)

Re: Sewer Bill 1/1/2016 – 12/31/2016
3267 E Koenig Ave (Account # 37421-51-3)

Dear Ms. Uecker:

We recently received the above-indicated sewer bill from the city with respect to our residential sewer usage (copy attached). The amount due of \$574.85 seemed quite high, and after discussing with some of our neighbors, we believe this amount is roughly five times what a typical sewer bill would be (after adjusting for base charges).

After we spoke on the phone today, you indicated that the sewer usage for 2016 is based on the 4th quarter 2015 water bill from the City of Milwaukee. Indeed, the Usage from the sewer bill of 62 Ccf coincides with the City of Milwaukee water bill dated 2/1/16 (copy attached). This water bill was based on usage from 10/2/15 through 1/5/16.

Our home is recently constructed, and our sod lawn was installed on or around October 15, 2015. We did a substantial amount of watering of the lawn for several weeks that would be outside the ordinary course. For this reason, we do not believe that our 2016 sewer bill should be based on the extrapolation of the 4th quarter 2015 water usage. We only have 2 adults in the home, and all of our plumbing is new and would meet current efficiency standards. Following is information regarding usage for the quarter before and quarter after 4th quarter 2015:

- Bill dated 11/2/15 - Usage 8/11/15 through 10/2/15 – 11 Ccf (see attached)
- Bill dated 5/2/16 – Usage 1/5/16 through 4/5/16 – 14 Ccf (see attached)

We kindly ask that you review the above and attached information, and request that you adjust our 2016 sewer bill to be based on a more representative quarter of water usage.

If you have any questions or would like to discuss, please let us know. Thank you for your help.

Sincerely,



Bryan and Callan Kamm
3267 E. Koenig Avenue
St. Francis, WI 53235
262 498 8634 | bdkamm@gmail.com

Attachments

CITY OF ST FRANCIS

3400 E. HOWARD AVE.
 ST FRANCIS WI 53235
 (414) 481-2300



1120 37421-51-3
 RESIDENT
 3267 E KOENIG AVE
 ST FRANCIS WI 53235-4239

ACCOUNT NUMBER	DUE DATE
37421-51-3	07/31/2016
CURRENT AMOUNT DUE	\$574.85
PAST DUE AMOUNT	
TOTAL AMOUNT DUE	\$574.85

SERVICE ADDRESS
 3267 E KOENIG AVE

003742151300000574850

Return this portion in the provided envelope with your check, payable to: CITY OF ST. FRANCIS

Name	Service Address	Account Number	Service Dates
RESIDENT	3267 E KOENIG AVE	37421-51-3	1/1/2016 - 12/31/2016

METER DETAIL**READING DATES**

Meter ID	Description	Prev Read Date	Read Date	Prev Reading	Current Reading	Usage	Reader Comment
37421-51-3	METRO SEWER USAGE	01/01/15	06/30/16	0	62	62	

SERVICE DETAIL**USAGE CHARGES**

DESCRIPTION	USAGE	CHARGES
METRO SEWER USAGE	62	357.12
LOCAL SEWER USAGE	62	136.40
BASE CHARGE		21.71
HAZARDOUS BASE CHG		3.93
ADMIN CHARGE		7.69
STORM SEWER CHARGE		48.00

PENALTY

Current Charges	\$574.85
Past Due	
Total Due on Account	\$574.85

Bill Date	Due Date
06/20/2016	07/31/2016
TOTAL AMOUNT DUE	
\$574.85	

Past Due After	After Due Date Pay
07/31/2016	\$586.35

Payments due by 3PM on Due Date

Late fee is \$2.00 or 2% of the unpaid balance, whichever is greater, cumulatively per month.





841 N. Broadway, Rm. 406
Milwaukee, WI 53202-3687

For Customer Service Information,
Please See Reverse Side.

ACCT. NO.	374-2151.300	SERVICE ADDRESS	3267 E KOENIG AV
BILLING DATE	02/01/16	TOWN	ST FRANCIS
NEXT READING DATE		CLASS	Res-St Fran
		NAME ON ACCOUNT	OCCUPANT

METER NUMBER(S)	DATE	PREVIOUS READING	READ CODE	DATE	PRESENT READING	READ CODE	DESCRIPTION	CONSUMPTION 100 CUBIC FEET	TYPE
47586179	10/02/15	2024	AMR	01/05/16	2086	AMR	WATER	62	Ccf

PREVIOUS ACTIVITY

Previous Billing

Payment 11/12/15 - THANK YOU

\$59.04

59.04-

CURRENT CHARGES FOR MUNICIPAL SERVICES

Balance Forward

\$0.00

Water Charges

Water Service Charge

Water Usage Charge

62 Ccf

32.09

151.90

MMSD Sewer Treatment Charges

Total Current Charges

183.99

Balances not paid in full by the due date, except Final Bills, are subject to a late fee.

	TOTAL AMOUNT DUE	BY	02/24/16	\$183.99
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City of Milwaukee
 841 N. Broadway, Rm. 406
 Milwaukee, WI 53202-3687

For Customer Service Information,
 Please See Reverse Side.

ACCT. NO. 374-2151.300
 BILLING DATE 05/02/16
 NEXT READING DATE

SERVICE ADDRESS 3267 E KOENIG AV
 TOWN ST FRANCIS
 CLASS Res-St Fran
 NAME ON ACCOUNT OCCUPANT

METER NUMBER(S)	DATE		PREVIOUS READING	READ CODE	DATE		PRESENT READING	READ CODE	DESCRIPTION	CONSUMPTION 100 CUBIC FEET	TYPE
	FROM	TO			FROM	TO					
47586179	01/05/16	2086	AMR	04/05/16	2100	AMR	WATER	14	Ccf		

PREVIOUS ACTIVITY

Previous Billing \$183.99
 Payment 2/08/16 - THANK YOU 183.99-

Balance Forward \$0.00

CURRENT CHARGES FOR MUNICIPAL SERVICES

Water Charges

Water Service Charge 32.09
 Water Usage Charge 14 Ccf 34.30

MMSD Sewer Treatment Charges

Total Current Charges 66.39

TOTAL AMOUNT DUE		BY	05/25/16	\$66.39
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Report Criteria:
Meter.Meter ID = "37402233"

Meter ID	Current Status	Location Number	Service Address	Age Years	Loc Years	Date	Reading	Description
METRO SEWER USAGE								
37402233	Active	37402233	3916 S PENNSYLVANIA	.0	.0	06/30/2012	41	Period Meter Reading
						06/30/2013	32	Period Meter Reading
						06/30/2014	35	Period Meter Reading
						06/30/2015	36	Period Meter Reading
						06/30/2016	151	Period Meter Reading

MILWAUKEE WATER WORKS
 841 NORTH BROADWAY, ROOM 406
 MILWAUKEE, WI 53202

Usage Details

Account 374-0223.300
Customer OCCUPANT
Address 3916 S PENNSYLVANIA AV
 ST FRANCIS WI, 53235

Tran.	Read Date	Read Code	Meter	Face Seq	Face Desc	Reading	MULT	Usage	Rate	Classes	Charges
*NEW	06/07/2016	Actual	44204864	1	1	2889	1	31	2005	34	\$.00
SETR	06/07/2016	Actual	45389838	1	1	1424	1	0	2005	34	\$.00
IRD	05/25/2016	Interim	44204864	1	1	2883	1	25	2005	34	\$.00
READ	04/05/2016	Radio	44204864	1	1	2858	1	93	2005	34	\$227.85
READ	01/05/2016	Radio	44204864	1	1	2765	1	151	2005	34	\$369.95
READ	10/02/2015	Radio	44204864	1	1	2614	1	49	2005	34	\$120.05
READ	07/02/2015	Radio	44204864	1	1	2565	1	38	2005	34	\$93.10
READ	04/02/2015	Radio	44204864	1	1	2527	1	36	2005	34	\$88.20
READ	01/06/2015	Radio	44204864	1	1	2491	1	36	2005	34	\$85.68
READ	10/02/2014	Radio	44204864	1	1	2455	1	34	312	34	\$75.75
READ	07/08/2014	Radio	44204864	1	1	2421	1	34	312	34	\$74.29
READ	04/08/2014	Radio	44204864	1	1	2387	1	41	312	34	\$88.68
READ	01/03/2014	Radio	44204864	1	1	2346	1	35	312	34	\$75.71
READ	10/02/2013	Radio	44204864	1	1	2311	1	27	312	34	\$58.40
READ	07/03/2013	Radio	44204864	1	1	2284	1	22	312	34	\$46.66
READ	04/04/2013	Radio	44204864	1	1	2262	1	15	312	34	\$31.50
SETR	02/22/2013	Actual	44204864	1	1	2247	1	0	312	34	\$.00
RMOV	02/22/2013	Actual	97760381	1		2477	1	16	312	34	\$33.60
READ	01/03/2013	Radio	97760381	1		2461	1	32	312	34	\$67.20
READ	10/02/2012	Radio	97760381	1		2429	1	27	312	34	\$56.70
READ	07/06/2012	Radio	97760381	1		2402	1	33	312	34	\$69.30
READ	04/05/2012	Radio	97760381	1		2369	1	51	312	34	\$107.10
READ	01/06/2012	Radio	97760381	1		2318	1	68	312	34	\$142.80
READ	10/07/2011	Radio	97760381	1		2250	1	44	312	34	\$92.40
READ	07/06/2011	Radio	97760381	1		2206	1	53	312	34	\$85.49
READ	04/05/2011	Radio	97760381	1		2153	1	59	312	34	\$115.58
READ	01/07/2011	Radio	97760381	1		2094	1	50	312	34	\$83.75
READ	10/08/2010	Radio	97760381	1		2044	1	22	312	34	\$36.85

Report Criteria:

Meter.Meter ID = "37409483"

Meter ID	Current Status	Location Number	Service Address	Age Years	Loc Years	Date	Reading	Description
METRO SEWER USAGE								
37409483	Active	37409483	2924 E ARMOUR AVE	.0	.0	06/30/2012	9	Period Meter Reading
						06/30/2013	10	Period Meter Reading
						06/30/2014	10	Period Meter Reading
						06/30/2015	6	Period Meter Reading
						06/30/2016	25	Period Meter Reading

To: City of St. Francis – City Clerk
 From: David J. Zagrodnick -4114.744.5436
 Subject: Sewer Bill Adjustment Request
 Account Number: 37409-48-3

I am requesting an adjustment in my annual sewer billing for this year. Please review my average water consumption for the years 2010 thru 2014. Unfortunately, in 2015 and for some unknown reason, my water consumption reading was estimated (EST) and fell below significantly below my average usage. (I have not had an EST water reading for over 20 years plus) When an Actual Meter Reading was done for the October – January time period, the adjustment for consumption was extremely high – as shown in my spreadsheet – thus resulting in a significantly higher sewer charge. If you would like, I can bring in copies of all my water bills extending further back than the 3 submitted with this request.

Water History

Year	Period Covered					Sewer Bill Based on previous Oct – Jan Readings	Comments
	July - October	October - January	January - April				
	Consumption	Read Code	Consumption	Read Code	Consumption	Read Code	
2009	-	-	11 Ccf	AMR	10 Ccf	AMR	-
2010	17 Ccf	AMR	11 Ccf	AMR	10 Ccf	AMR	149.87
2011	47 Ccf	AMR	9 Ccf	AMR	9 Ccf	AMR	164.12 New Lawn - July
2012	22 Ccf	AMR	10 Ccf	AMR	9 Ccf	ACT/AMR	144.32 Mtr. Change 7Ccf/2Ccf
2013	20 Ccf	AMR	10 Ccf	AMR	8 Ccf	AMR	151.46
2014	19 Ccf	AMR	6 Ccf	AMR	7 Ccf	AMR	159.07
Avg. Usage	19.5 Ccf		9.5 Ccf		8.8 Ccf		Eliminated 2011 unusual usage due to new lawn installed
2015	11 Ccf	EST	25 Ccf	AMR	9 Ccf	AMR	133.19 In hospital during later part of Oct and early Nov. Then in home recovery most of Nov. resulting in even less water consumption. Only 1 person living in home.

Milwaukee Water Works

Safe, Abundant Drinking Water.

Usage Details

Account 374-0948.300
Customer OCCUPANT
Address 2924 E ARMOUR AV
ST FRANCIS WI, 53235

Tran.	Read Date	Read Code	Meter	Reading	Usage
*NEW	4/5/2016	Radio	44593209	1814	9
READ	1/5/2016	Radio	44593209	1805	25
READ	10/6/2015	Estimate	44593209	1780	11
READ	7/2/2015	Radio	44593209	1769	9
READ	4/2/2015	Radio	44593209	1760	7
READ	1/6/2015	Radio	44593209	1753	6
READ	10/2/2014	Radio	44593209	1747	19
READ	7/8/2014	Radio	44593209	1728	13
READ	4/8/2014	Radio	44593209	1715	8
READ	1/3/2014	Radio	44593209	1707	10



CITY OF ST FRANCIS

3400 E. HOWARD AVE.
ST FRANCIS WI 53235
(414) 481-2300



903 37409-48-3
RESIDENT
2924 E ARMOUR AVE
ST FRANCIS WI 53235-5705

ACCOUNT NUMBER	DUE DATE
37409-48-3	07/31/2016
CURRENT AMOUNT DUE	\$280.33
PAST DUE AMOUNT	
TOTAL AMOUNT DUE	\$280.33

SERVICE ADDRESS
2924 E ARMOUR AVE

003740948300000280336

Return this portion in the provided envelope with your check, payable to: CITY OF ST. FRANCIS

Name	Service Address	Account Number	Service Dates
RESIDENT	2924 E ARMOUR AVE	37409-48-3	1/1/2016 - 12/31/2016

METER DETAIL

Meter ID	Description	READING DATES		Prev Reading	Current Reading	Usage	Reader Comment
		Prev Read Date	Read Date				
37409-48-3	METRO SEWER USAGE	06/30/15	06/30/16	0	0	25	

SERVICE DETAIL

	USAGE	CHARGES
METRO SEWER USAGE	25	144.00
LOCAL SEWER USAGE	25	55.00
BASE CHARGE		21.71
HAZARDOUS BASE CHG		3.93
ADMIN CHARGE		7.69
STORM SEWER CHARGE		48.00

PENALTY

Current Charges	\$280.33
Past Due	
Total Due on Account	\$280.33

Past Due After	After Due Date Pay
07/31/2016	\$285.94

Payments due by 3PM on Due Date

Bill Date	Due Date
06/20/2016	07/31/2016
TOTAL AMOUNT DUE	
\$280.33	

Late fee is \$2.00 or 2% of the unpaid balance, whichever is greater, cumulatively per month.

