

**VILLAGE OF FONTANA ON GENEVA LAKE
WALWORTH COUNTY, WISCONSIN**

(Official Minutes)

Finance Committee 2014 Budget Planning Meeting

October 3, 2013

The Finance Committee 2014 budget planning meeting was called to order by Chairman Pat Kenny at 6:00 pm on Thursday, October 3, 2013.

Members Present: Trustee Kenny, Arlene Patek, Michael Sheyker, Rick McCue, Scott Vilona, Jim Feeney

Also Present: Director of Streets Ron Adams, Director of Utilities Dennis Barr, Russ Ceschi, Administrator/Treasurer Kelly Hayden, Clerk Dennis Martin, Trustee Tom McGreevy, Trustee Rick Pappas, President Arvid Petersen, Trustee Cindy Wilson

General Business

Approve Minutes for Meeting Held September 30, 2013

Vilona stated that the 2013 Wage Increase for Nonunion Employees item regarding contained an unclear sentence that was corrected as follows: "at least one of the other police officers."

Feeney/McCue 2nd made a MOTION to approve the minutes as amended for the September 30, 2013 meeting, and the MOTION carried without negative vote.

2014 Budget Planning: Public Works Department, Utility Budget, Fire and Rescue, Administration, 2014 Bonding

Hayden presented the updated General Fund and Utility Fund budgets. Hayden stated that all the employee salaries and benefit figures still have to be entered into the preliminary budgets and there are some state aid and revenue figures that are not yet determined. Hayden stated that with regard to the Public Works Department budget, she suggests rolling over \$50,000 from the 2013 budget to 2014 for the Highway Maintenance line item for chip sealing projects that could not be completed this year. Adams stated that the chip sealing has to be completed between Memorial Day and Labor Day and the Village was not able to get it scheduled this year. Hayden stated that the 5-year road maintenance plan that was developed for the village by Ruckert-Mielke calls for portions of the chip-sealing work to be completed each year and it would be prudent to double up next year in order to stick with that schedule. Hayden stated that rolling the \$50,000 over to 2014 would bring the Highway Maintenance line item up to \$135,000. Adams also presented the 2014 list of potential road/utility projects construction cost estimates for reconstruction projects on Church Drive, Van Slyke Drive, Van Slyke and Hillcrest Drive, Mohr Road, South Lakeshore Drive, and Lower Brookwood Drive; and for water main and/or storm sewer projects at the Lake Geneva Yacht Club, on Brickley Drive, and at the Abbey Springs golf course; and for the Abbey Springs standpipe replacement project. Following discussion, it was determined that the line item for Public Works Building Capital Outlay expenses still anticipated for 2013 needs to be increased to \$31,700 for a project to enclose the outdoor cement storage bins. There were no other concerns with the preliminary figures entered for the Public Works line items. Hayden stated that she focused on entering the figures Barr provided for the proposed Assets, or capital expense items, in the preliminary Utility Fund Budget. The \$12,857 Stearns Road pump project and the \$33,395 purchase of new chlorinators for Well Nos. 2 and 4 were added to the expenses still anticipated for 2013; \$2,800 was added to the proposed 2014 expenses for the purchase of a new hydrant repair saw and painting; and \$500 was added for the purchase of new computer technology. Barr stated that the new chlorinators are also proposed to be purchased for Well Nos. 1 and 3 in 2014. Barr stated that the chlorinators run 24 hours a day, seven days a week and are in need of replacement. Barr stated that the \$59,000 in the 2014 Water Department budget for new hydrants will fund the purchase and installation of 10 hydrants to replace extremely old hydrants that are in pretty bad shape and can no longer be repaired. Russ Ceschi presented information on the 2013 and 2014 expenses for upgrading and repairing the SCADA radio monitoring and warning system. There is currently \$22,000 in the 2014 Utility Fund budget, and \$32,000 in the

2013 Utility Fund budget, that is designated for the SCADA equipment; however, Ceschi is still meeting with L.W. Allen to come up with a proposal to repair and upgrade the system. Adams stated that total cost estimates and the final recommendation on repairing the bump on Highway 67 at Fontana Boulevard, and for the crosswalk sections on Fontana Boulevard still have to be determined. Adams stated that one of the crosswalks on Fontana Boulevard by the Reid Park baseball diamond was recently removed and repaired for \$1,200; however, there are a total of 12 brick crosswalk sections on Fontana Boulevard that have deteriorated into speed bumps and need to be repaired or removed and replaced. Hayden stated that the Fire and Rescue Department line items will be completed for the next meeting. Hayden then presented the administration line items. Hayden stated that she will meet with Municipal Court Clerk Jan Armonda and Judge David Jensen and determine if the \$3,400 line item for technology expenses can be reduced as the department should not need more computer programming work in 2014. With regard to the legal expenses line item, the committee members asked if Village Attorney Dale Thorpe had to attend every Village Board and Plan Commission meeting. Vilona stated that with the two-year-plus rewrite project for Chapters 17 and 18 of the Municipal Code being completed this year, the line item could be reduced to \$50,000. Hayden stated that she just plugged \$75,000 in for the item for discussion purposes. Following discussion, the committee members reached the consensus that they agreed with Vilona and they directed Hayden to reduce the preliminary figure to \$50,000 for the legal expenses line item. Hayden stated that the \$58,500 for assessment services is the last year of the contract with Accurate Appraisal, and it include a complete revaluation of the municipality in 2014. Hayden stated that the Village should put the assessor services contract out for RFPs for 2015 and she has concerns with the service provided by Accurate Appraisal with regard to the annual estimated reports the firm has filed for the value of the Fontana TID. Hayden stated that the CDA cash shortfall also has to be entered into the budget, but it has not yet been determined. Hayden stated that the cash shortfall needed to fund the TID debt service payments will be in excess of \$500,000 in 2014. Hayden stated that the Village was able to get by without bonding this year because the Abbey Springs standpipe and water main project is still in the easement acquisition and planning stage. Hayden stated that the total construction cost estimate for of the Abbey Springs standpipe and water main project and the other 2014 infrastructure project costs will be available in a few weeks, at which time the committee will be in a position to make a recommendation on the 2014 bonding proposal. Hayden stated that she will redistribute the bonding projection information that was recently supplied by Ehlers and Associates.

Next Scheduled Meeting Date: October 17, 2013 – 2014 Budget Joint Session Meeting with Village Board

The Finance Committee scheduled another workshop session to be held Thursday, October 17, 2013 beginning at 5:45 pm to discuss the salary and benefit budgets, and a recommendation on a salary increase for Police Chief Steve Olson; the finalized Fire and Rescue Department budget; the revenue and aid projections; and the 2014 bonding recommendation. The annual joint session workshop meeting with the Village Board will be scheduled to begin at 6:30 pm on October 17.

Adjournment

McCue/Sheyker 2nd made a MOTION to adjourn the meeting at 7:26 pm, and the motion carried without negative vote.

Minutes prepared by: Dennis L. Martin, village clerk

Note: These minutes are subject to further editing. Once approved by the Finance Committee, the official minutes will be kept on file at the Village Hall.

APPROVED: 1/30/2014