

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

(Official Minutes)

Finance Committee Meeting

October 4, 2012

The Finance Committee meeting was called to order at 6:02 pm on Thursday, October 4, 2012 by Chairman Patrick Kenny.

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

Also Present: Administrator/Treasurer Kelly Hayden, Village Clerk Dennis Martin, Trustee Rick Pappas, Trustee Cindy Wilson, Director of Public Works Craig Workman

General Business

Approve Minutes for Meeting Held September 20, 2012

McCue/Vilona 2nd made a MOTION to approve the minutes as submitted for the September 20, 2012 meeting, and the MOTION carried without negative vote.

Monthly Review Items

Hayden stated that the monthly reports were emailed and distributed. Sheyker stated that he reviewed the payables and other reports last week. Hayden stated that the updated room tax report indicates the Village will have some minimal cost sharing obligations with the Abbey Resort and the membership dues for the Lake Geneva Convention and Visitors Bureau.

Feeney/McCue 2nd made a MOTION to acknowledge the receipt of the reports and to place them on file for the annual audit. The MOTION carried without negative vote.

2012 Wage Increase for Nonunion Employees

Hayden stated that she prepared a spreadsheet with the current wages and the total amounts for 1, 2 and 3 percent increases for the nonunion employees and for \$100 bonuses for the nine beach and launch seasonal employees who returned this year from the previous season. In response to a question, Hayden stated that the wages for the elected positions were not included in the proposal. The total amount for 3 percent wage increases for the 13 nonunion employees and for \$100 bonuses for the nine seasonal employees is \$18,344, including benefit payments. At the 2012 budget hearing, the Village Board approved placing \$50,000 in a contingency account for wage increases for the nonunion employees.

Feeney/McCue 2nd made a MOTION to recommend Village Board approval of 3 percent retroactive pay increases for the nonunion employees, and \$100 bonuses for the nine seasonal beach and launch employees, to be paid in December 2012, and the MOTION carried without negative vote.

2013 Budget Planning: Park Commission, Public Works Department, Debt Service, Administration, Utility Budget

Trustee Wilson presented the preliminary Park Commission budget, which is in line with last year's budget. Wilson explained the proposed changes in the Village's contracted services, with Roy Diblik to take over maintenance of the perennial flower beds on Fontana Boulevard and with \$5,500 budgeted for tree pruning services (\$3,000 in the Park Commission budget and \$2,500 in the DPW tree trimming account). Wilson stated that capital items include the \$2,200 purchase and installation of a wooden slat safety fence for the backyard of the Park House, adjacent to the alley; \$4,000 for playground certified mulch for the Duck Pond and Little Foot Playground; and \$1,500 for a new picnic table for the Duck Pond Recreation Area Dog Track area. Wilson stated

that there also is a \$10,500 line item for the purchase of new holiday decorations for the Fontana Boulevard light poles, but that really is a village-wide budget item not only the Park Commission. Wilson stated that some long-term items that the Park Commission has identified are the installation of an irrigation system in Reid Park and replacement of the light house by Little Foot Playground; installation of a sand volleyball court, and scoreboards and lights for the playing fields at the Duck Pond; and upgrades to the Porter Court Plaza. Workman presented the preliminary budgets for the Department of Public Works and the Street Improvement Program. Workman stated that there are no major increases proposed for the overall DPW budget, and the three capital expense items are a \$53,000 beach screener, a \$135,000 mid-size plow truck, and a \$5,000 utility truck from the state depot. Workman stated that equipment to be sold in 2013 includes the 1995 Dodge Ram for about \$2,000 and the 2002 F-450 for about \$20,000. During discussion, Workman stated that the DPW trucks usually last about 10 to 15 years prior to having to replace them. Workman stated that if the Shabbona Drive reconstruction project is completed in 2013, the two Village owned lots also can be sold as developable. With regard to the Street Improvement Program, Workman stated that the village borrowed \$4 million in 2012 to fund the street and utility portions of the projects. Workman stated that all the projects started in 2012 will not be completed by the end of the year, so about \$883,000 will be carried over in the 2013 budget to complete the projects next year. Workman stated that the new project in the preliminary budget for 2013 is reconstructing the rest of Shabbona Drive to the castle gates. Hayden stated that the Village may also want to add some of the projects in the Indian Hills Association to address storm water concerns. Kenny stated that the portion of Shabbona Drive from the golf course to the castle gates is in very bad shape. Sheyker asked if the entire Shabbona Drive project is approved for 2013, what other projects will be scheduled and how much money will have to be bonded. Sheyker stated that the entire Street Improvement Plan should be reviewed and a bonding plan developed. Workman stated that the Public Works Committee recommended that the rest of Shabbona Drive be reconstructed in 2013. Feeney stated that if the village is going to look at bonding again in 2013, the 2014 plan should also be reviewed at this time and maybe the village should bond for both years. Feeney stated that the Village also should be planning to undertake road repair and maintenance work, not just reconstruction projects. Hayden stated that an additional meeting of the Finance Committee should be held prior to the October 11, 2012 joint session meeting with the Village Board in order for the committee to review the Street Improvement Plan, to develop a bonding proposal and to review the entire budget. Hayden then presented the preliminary administration budget, which is in line with last year's budget. Hayden stated that the debt service proposal will have to be amended if more bonding is approved. Hayden stated that the CDA shortfall will increase from \$90,000 in 2011 to \$295,000 in 2012.

Next Meeting Date

The next 2013 budget planning meeting was scheduled for Monday, October 8, 2012 beginning at 6:00 pm to review the village's Street Improvement Plan, the proposed bonding schedule, the full 2013 preliminary budget, and the 2013 Utility Budget.

Adjournment

Feeney/McCue 2nd made a MOTION to adjourn the meeting at 7:32 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: 11/19/2012