

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

(Official Minutes)

Finance Committee Monthly Meeting

April 28, 2016

The Finance Committee meeting was called to order by Chairman Pat Kenny at 6:03 pm on Thursday, April 28, 2016.

Members Present: Village President Pat Kenny, Karl Floody, Jim Feeney, Tom Freytag, Tom Marek, Duane Ratay, Mike Sheyker

Also Present: Jade Bolack, Administrator Dennis Martin, Treasurer Scott Vilona

Visitors Heard

President Kenny introduced and welcomed newly appointed member Duane Ratay, a retired CPA who also serves as the Village's Assistant Chief Election Inspector. Ratay was appointed to fill the position held for many years by Rick McCue, who recently stepped down from the Finance Committee. Martin stated that Fire and Rescue Dept. Assistant Chief Courtney Castelein intended to present information to the Finance Committee about proposals to extend the current Paratech agreement to provide 24-hour rescue squad coverage following the opening of the new bridge, and to plan and seek approval for the Village to hire six paramedics and self-fund the service. Martin stated that the Fire and Rescue Department administrative staff would like to commence meetings with the Finance and Protection committees and Village Board. Martin stated that the Protection Committee had requested at its last monthly meeting an agenda item for Castelein to present the proposals that night, but there was a delay in the meeting minutes and he did not get that information until after the Finance Committee monthly meeting agenda was already posted. Kenny stated that the proposals will be presented to the Village Board and he will suggest appointing an Ad Hoc Committee to begin meetings as soon as possible. Martin stated that the amendment to the Paratech EMS agreement for the 6:00 PM to 6:00 AM coverage expires after Memorial Day weekend when the new bridge will be open.

General Business

Approve Minutes for Meeting Held February 25, 2016

Feeney/Freytag 2nd made a MOTION to approve the minutes as submitted for the February 25, 2016 meeting, and the MOTION carried without negative vote.

Lake Geneva Convention and Visitors Bureau Name Change – Room Tax Reimbursement Meeting Update

Kenny stated that he and Martin recently met with Abbey Resort and Avani Spa General Manager David Lindelow and Abbey Provident CEO Cary Kerger to discuss the Convention and Visitors Bureau membership agreement with the newly named Visit Lake Geneva organization. The Village has had an agreement since 2008 with the Abbey Resort to reimburse it for the membership fee for the former Lake Geneva Convention and Visitors Bureau, which was initially established as a branch of the Geneva Lake Area Chamber of Commerce. Over the past few years, both branches were combined and now have been renamed Visit Lake Geneva. Martin stated that at the recent meeting, Kerger and Lindelow provided analytical data that demonstrates the positive effects of the tourism marketing and internet room referrals, and the associated occupancy rate increases over the last six years that the Village has been a member of the Convention and Visitors Bureau. Kenny stated that the information that the committee was seeking was presented and the meeting went well. In response to questions from the committee members, Vilona explained the complex fee reimbursement agreement that is on an escalating scale based on the total room taxes the Village receives. Vilona explained that as the Village's total room tax proceeds have increased over the years, the Village now pays the total fee with no reimbursement by the Abbey. Martin stated that he and Kenny requested that the Visit Lake

Geneva Executive Director Darien Schaefer attend a Village Board meeting to discuss the newly named organization, and he will be attending the next monthly meeting on Monday, May 2, 2016. Martin stated that they also asked Lindelow to encourage the organization's Board of Directors to ensure the Village of Fontana's other businesses are also getting some benefit from the Village's allocation of room tax revenue to fund the Visit Lake Geneva membership fee.

2016 Utility Budget Recommendation

Martin stated that the Utility Budget that was drafted by Vilona and the Utility Department staff was reviewed and recommended for approval by the Public Works Committee. The Sewer Fund Budget includes the \$200,000 that was authorized in the Village's 2016 Bond Series to fund the relocation of the sanitary sewer line that runs under the Geneva Lake channel. Other Sewer Fund projects that have already been authorized by the Village Board and are included in the Utility Budget are \$17,500 pump upgrades at the Addition K and Pheasant Ridge lift stations, and \$33,000 for the Mohr Road Lift Station pump replacement and generator upgrade project. The Mohr Road project is also being funded in part with donations from the O'Halleran and Adreani families. Martin stated that the ongoing Brookwood water tower rehabilitation and painting project and the Abbey Springs water main relocation project are both going very well and scheduled to be complete prior to Memorial Day weekend; and Vilona is currently working with the Village auditor and engineering firm to track the bonded funding and expenses for the projects, which date back to 2012. Martin stated that the Brookwood water tower project will cost about half as much as acquiring a site and constructing a new stand pipe would have cost, and if there is any funding remaining from the previous Water Utility bonding proceeds, there are several water infrastructure projects that need to be completed as soon as possible. Following discussion, the committee members reached the consensus that as well as pursuing a simplified water rate increase approval from the PSC as directed earlier this year, that staff should look into a minor sewer rate increase as well. It has been several years since the village has increased either of the utility rates, and the committee members were in consensus that it would be better to approve small increases at this time then wait until more significant rate increase are necessary in the future.

Feeney/Freytag 2nd made a MOTION to recommend Village Board approval of the 2016 Utility Budget as presented, and to direct staff to pursue a simplified water rate increase from the Wisconsin PSC and a minor sewer rate increase in 2016. The MOTION carried without negative vote.

Village Offices Telephone Service Provider and Equipment Upgrade Direction

Martin stated that when he was having difficulty finding a firm to provide another telephone line and service the system at Village Hall, he solicited proposals for a new completely integrated system for all the village departments. Proposals for internet-based systems, that would integrate all the Village phone lines, were submitted by the Village's IT provider, BK Stream (formerly named The BTO) and ShoreTel, and by Phones Plus, Janesville. Vilona reviewed the proposals following demos and reviewed the expenses versus the 2016 budgeted funds for telephone services. Martin stated that during that period, the Village also upgraded its Charter Communications accounts for the Village Hall and Safety Building, which included upgraded internet connections and modems and the bundling of some telephone lines from Frontier to Charter. When the new Charter line was being patched into the Safety Building, the old phone system control board fried-out. A temporary control board and leased phones were installed and have been working adequately; however, the system needs to be replaced as soon as possible. Following discussion about the lack of funding in this year's budget, the committee members directed staff to pursue immediately the installation of a new traditional phone system for the Safety Building; and to revisit during the 2017 budget planning the proposals for the purchase and installation of an internet based phone system for all the Village departments.

Feeney/Marek 2nd made a MOTION to recommend Village Board approval of the \$8,562 proposal submitted by Phones Plus.Biz, Inc., for installation of a new traditional telephone system in the Safety Building, and to authorize a budget amendment if necessary to fund the emergency project. The MOTION carried without negative vote.

138 Fontana Boulevard Sale Report

Martin stated that the Plan Commission and Village Board approved the proposed site plans for the use of the current site, for up to two years, and for a new building to house Munson Marine at 138 Fontana Boulevard, and a closing date for the \$375,000 sale of the property is anticipated in the next week or two. Martin stated that staff discussed the sale with Kenny and they are recommending the funds be allocated toward the TIF debt service payments.

Feeney/Floody 2nd made a MOTION to recommend that the CDA and Village Board allocate the proceeds from the \$375,000 sale toward the TIF Debt Service payments, and to include the additional revenue in the 2016 Budget amendment directed in the previous agenda item. The MOTION carried without negative vote.

Next Meeting Date

The next meeting date was set for Thursday, May 26, 2016 at 6:00 pm.

Adjournment

Floody/Freytag 2nd made a MOTION to adjourn the meeting at 6:31 pm, and the motion carried without negative vote.

Minutes prepared by: Dennis Martin, Village Administrator

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: