

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

(Official Minutes)

Finance Committee Meeting

September 29, 2011

The Finance Committee meeting was called to order at 6:00 pm on Thursday, September 29, 2011 by Chairman Patrick Kenny.

Members Present: Trustee Kenny, Rick McCue, Jim Feeney, Drew Gilchrist

Members Absent: Mike Sheyker, Scott Vilona, Arlene Patek

Also Present: Administrator/Treasurer Kelly Hayden, Clerk Dennis Martin, Assistant Zoning Administrator Bridget McCarthy, Building Inspector/Zoning Administrator Ron Nyman, Terry Tavera, Director of Public Works Craig Workman

General Business

Approve Minutes for September 22, 2011

McCue/Gilchrist 2nd made a MOTION to approve the minutes as submitted for the meeting held September 22, 2011, and the MOTION carried without negative vote.

Monthly Review Items

Hayden stated that the payables and bank reconciliation reports, revenue/expense statements, balance sheets, vendor report, payroll overtime report, cash flow statements and room tax comparisons were emailed to the members.

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

2012 Budget Review for Municipal Court, Public Works, Administration & Utility Budget

Prior to the presentation of the department budgets, Nyman presented six possible cost cutting and revenue increasing ideas that he and McCarthy came up with for the Building and Zoning Department. The committee thanked Nyman and McCarthy for their proactive approach in formulating the potential ideas to bring in more revenue or possibly reduce the expenses for operating the department for 2012 and beyond. Hayden then presented the preliminary revenue schedule for 2012, and stated since the village did not go to its state mandated levy limit on the 2011 tax levy, the village will only be eligible for a slight increase in the tax levy for 2012. Feeney stated that the Village should reconsider the implementation of development impact fees to offset the cost of resurfacing and maintaining the Village roads. Feeney also asked about the possibility of implementing special assessments for road maintenance. Hayden stated that special assessments can only be established to fund new development projects, not maintenance projects. Hayden stated that the Lakefront and Harbor Committee has recommended a decrease from \$2,600 down to \$2,200 for the pier slip leases in 2012. Hayden stated that the total initial revenue projection for 2012 is \$1,600,000 compared to the 2011 estimated total revenue of \$1,790,000. Workman and Ruckert-Mielke engineer Terry Tavera then presented the preliminary Village of Fontana Pavement Management Program, which provides three alternatives for an initial five-year plan. The first alternative calls for an annual spending level of \$585,000, which would result in the average PASER rating of the Village roads to go from its current level of 7.0 and end at 5.7. The second alternative calls for an annual spending level of \$675,000, which would result in the average PASER rating of the Village roads to go from its current level of 7.0 and end at 6.8. The third alternative calls for an annual spending level of \$1,455,000, which would result in the average PASER rating of the Village roads to go from its current level of 7.0 and end at 7.8. Tavera stated that the preliminary report is mainly a summary of the road PASER ratings with the

water main, storm sewer and utility line deficiencies identified. Workman stated that the current PASER ratings show that about 15 percent of the public roads in the Village require reconstruction. Workman stated that one thing that is clear in the preliminary report is that the village needs to add pavement treatment and road maintenance projects to the annual budget; and if the village wants to keep the PASER rating average at the current status quo, at least the second alternative spending level will have to be pursued. Workman then presented the preliminary DPW budget and a proposed five-year equipment replacement schedule. Feeney asked Workman to provide an estimate for purchasing a used loader instead of purchasing a new one for an estimated \$150,000. Hayden asked Workman to could check with Blackstone Landscape, Inc. to determine if they could be contracted with to provide the highway shoulder grass mowing services in 2012. Hayden then presented the administration budget, which is consistent with the last several years. Hayden stated that the Village Hall needs new carpeting; however, that item has been removed from the last several preliminary budgets. Hayden stated that the Utility Budget should be ready for presentation at the next committee meeting for review. The Municipal Court preliminary budget also has not yet been submitted or presented to the committee. Hayden stated that the full budget should be ready for presentation at the next committee meeting, after the Village Board provides direction on the 2012 salaries and employee health insurance deductions.

Review 2011 Overtime Figures

Hayden stated that the updated overtime figures were distributed and the total was currently up \$7,000 to \$8,000 from last year; however, the Village just received a reimbursement of \$5,900 from the state for police officer overtime wages earned working security at the state capital earlier this year and that amount has to be deducted from the total. Police Chief Steve Olson stated on the telephone that 16 of the police department overtime hours also will be reimbursed by the Walworth County Drug Unit. Hayden stated that some other overtime hours logged by the Department of Public Works crew members in early 2011 for snow removal duties also will be reimbursed by FEMA.

Adjournment

Feeney/McCue 2nd made a MOTION to adjourn the finance committee meeting at 7:50 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: 10/6/2011