

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

(Final Minutes)

Finance Committee

September 29, 2022

The 2023 Budget Planning Meeting of the Finance Committee was called to order by Chairman Pat Kenny at 4:00 pm on Thursday, September 29, 2022.

Members Present: President Pat Kenny, Thomas Freytag, Tom Marek, Jim Feeney, Rob Rowe (4:04 pm), Bob Klockars (4:02)

Members Absent: Mike Sheyker

Also Present: Jan Armonda, Liz Baumann, Walter Burkhalter, Kevin Day, Theresa Loomer, Drew Lussow, Pete Petersen, John Rolander, Scott Vilona, Tom Whowell

General Business

Approve Minutes for the Meeting held on July 21, 2022

Feeney/Marek 2nd made a MOTION to approve the minutes from the meeting held on July 21, 2022, as presented, and the MOTION carried without negative vote.

Arcadia Towers Group LLC Presentation

John Rolander from Arcadia Towers came back with more information regarding his proposal to the Village in regard to adding equipment to the water tower for cellular service or potentially building a tower next to the water tower on the Upper Brookwood property. Mr. Rolander gave a presentation on what his business, Arcadia Towers Group, LLC, wishes to accomplish with a Master Marketing Agreement with the Village of Fontana. Mr. Rolander explained that his business works with municipalities to strategize underutilized real estate placements of wireless and digital infrastructure such as cell towers, satellite dishes, etc. and through renting/leasing opportunities can help municipalities profit. Mr. Rolander then gave an example during his presentation of what a lease with a single tenant at 30 years with a satellite on a proposed water tower site would bring back for the Village. He stated based on his calculations the Village would receive 75% of a potential \$25,200 per year profit. He gave another example with two tenants on the same proposed site as before and showed that based on his calculations, profits could be in the range of \$50,400 with the village receiving 75%. Mr. Rolander stated there are other benefits from this process and working with Arcadia such as helping create a better transition for the data usage in the area since most companies are going from 4G data to 5G data. Mr. Rolander stated this will improve cell reception and data usage for most of the residents and these newer towers and satellites tend to have better and longer coverage areas. Mr. Rolander proceeded by using maps from his presentation that displayed current coverage in areas along the lakefront suffering from lack of reception and data. However, Mr. Rolander stated that with the implementation of some of the towers outlined strategically in his presentation along with the research his company has provided he believes that those affected areas could see a boon in service and better quality of data and receptions if the Village agrees to work with Arcadia Towers. Mr. Rolander lastly went into detail how the Village of Fontana has a few viable places such as using the water tower currently located in the Brookwood area of the Village and could use it as is by placing the receptors/satellite on top of it. Another possible option he mentioned for the Village would be to erect a cell tower next to the Brookwood water tower but mentioned this could lead to more cost due to the installation of a new structure. Finally, Mr. Rolander spoke about one last possibility of putting up some stealth/micro towers along the lakefront as a smaller scale improvement for reception and data usage there if the Village didn't wish to pursue the first two options but again mentioned this would be a less profitable endeavor due to having to put up costs for installations of these stealth/micro towers. President Kenny thanked Mr. Rolander for his time and indicated that he may be asked to attend another Finance Committee meeting in the future if there are additional questions.

100-Year Anniversary Celebration Funding Request

Village resident Tom Whowell gave a short presentation regarding the Village of Fontana 100-year anniversary celebration. Mr. Whowell mentioned that he would like to pursue a formal process in order to raise funds to help finance the upcoming celebrations. He felt it would be a good idea to reach out to the Finance Committee and possibly the Tourism Commission to see if either would be able to contribute funds. Mr. Whowell also explained that he currently has a small group of residents from the community working with him on this project and one of them is also compiling a book on Village history. Lastly, Mr. Whowell spoke about the possibility of attending another Village Board Meeting to continue to update the Board with his endeavors as we draw closer to the anniversary date. The Finance Committee thanked him for his time and look forward to his next update.

Finance Committee's Initial Review of Preliminary 2023 Budget Worksheets for DPW, Municipal Court, Building Inspection, Library, and Debt and Administration Departments

Public Works Director Day presented the Public Works Budget. Items requested included \$10,000 to fix to a plumbing issue in the shop, which is a \$2,000 increase in their expenses based on the 2021 numbers, a \$10,500 allocation for a new pressure washer, \$12,000 for their contributions towards the county wide radio system (2 radios for their department), and \$10,500 for county striping of roadways.

Scott Vilona and Court Clerk Jan Armonda presented the Municipal Court's budget which did not see significant changes. Court Clerk Armonda expressed to the Committee that the Judge would like to budget for additional training seminars next year for both him and Court Clerk Armonda. Therefore, Court Clerk Armonda felt that a total amount of \$1,000 being allocated for the travel costs and a total amount of \$1,500 for training for both the Judge and Court Clerk would be sufficient. The last major item in the Municipal Court's budget was renewal of the Tipps Contract, which is the software Ms. Armonda uses to complete tasks crucial to her job. The budgeted amount for the contract is \$4,413.

Scott Vilona presented the Building Inspector budget. The village splits the building inspection permits with Safebuilt at a 20/80 split. The total average in contracts per month as of the end of September was \$11,457, for a year-to-date total of \$112,683 in revenue. Vilona stated the Village would like to have an in-house team for the building inspection and code enforcement staff, but those positions have proven difficult to fill. Vilona stated going forward, the budget will reflect the contractual expenses of the Zoning Administrator and Code Enforcement Officer. The Zoning Administrator. The monthly anticipated average expense for the Zoning Administrator is \$2,145 and the Code Enforcement Officer is \$1,800.

Walter Burkhalter and Scott Vilona presented the Library budget, which is a calculation dictated by state statutes. There is also a minimum exemption amount that the Village is required to meet in order to be exempt from the County Library Tax that would be levied if the Village should fail to meet these requirements. Most items in the Library budget have remained the same. The one major budgeted item for next year is the change in the hydraulic oil in the elevator lines. This expense is split with the Village Hall 50/50 so the expected total for the Library would be approximately \$4,375.

Vilona and Administrator Loomer went over the Administration and debt service budgets. Items requested include an increase in League fees as well as allocating an amount of \$10,000 for outside legal counsel. Administrator Loomer stated we are in the third year or a three-year contract for Laserfiche and the final payment is \$9,000. She requested to purchase new laptops for the Village Clerk and Village Treasurer for the estimated amount of \$4,000. Administrator Loomer stated staff is requesting to purchase Tyler Content Manager Software in the amount of \$14,202. The software allows for many additional functions including the ability to email utility bills, paychecks, in addition to others. Next, Scott Vilona stated the Administration department is also looking to add \$1,200 for window cleaning and maintenance, \$1,500 for the drinking

fountain repairs at the Village Hall, \$1,500 for a dishwasher for the department, and \$35,000 to replace the carpet at village hall since the current carpet is very old and damaged in some spots. A few more minor items that were also discussed including \$2,000 for new tables in the Village Hall meeting rooms, \$550 for a new front office cabinet, and the \$4,375 that the Administration department is responsible for their half of the elevator repairs with the Library. Vilona also stated that the Debt service is pre-determined and is presented for informational purposes. Lastly Vilona noted the TID shortfall is projected to be in the black which is great news for the Village.

Set Next Meeting Date

Next meeting will be on October 6, 2022 at 4pm.

Adjournment

Trustee Marek/Feeney 2nd made a MOTION to adjourn the meeting at 5:46 pm, and the motion carried without negative vote.

Minutes prepared by: Drew Lussow, 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: 01/10/2023