



# City of Verona

Finance Committee  
City Hall – 111 Lincoln Street  
Verona, WI 53593-1520

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**MINUTES**  
**FINANCE COMMITTEE**  
**AUGUST 12, 2019**

The meeting was called to order by Chairperson Chad Kemp at 6:00 p.m. in Conference Room D110

Roll Call: Chairperson Chad Kemp, Alder Kate Cronin and Alder Christine Posey were present

Also present: Interim City Administrator Adam Sayre, Finance Director Brian Lamers and Chief Joe Giver

Public Comment: None

Discussion and Possible Action regarding approval of July 22, 2019 Finance Committee minutes: Motion was made by Cronin, seconded by Posey to approve the July 22, 2019 Finance Committee minutes with no changes noted. Motion carried 3-0.

Discussion and Possible Action regarding Updates on the 2020 Budget and Budget Presentation Planning Department, Municipal Court and Fire Department: Sayre informed the Committee that the net new construction was at 1.56% which is much lower than has been in the past years. He explained that with the EMS and Library and other items that are beyond control it is going to be a really tight budget and there will have to be some major reductions. Sayre stated there may have to be a reduction in the 2% COLA that was added to the budget. Fire Chief Giver presented the Fire Department budget to the Committee. He stated the most of the new requests were requests from staff and not from him. One of the major additions is a 2<sup>nd</sup> driver/operator at 12 hours, 7 days a week, 365 days a year at a cost of \$56,940 excluding Social Security cost. He went over some of the increases and additions to the budget which includes items such as an additional \$5,000 in buildings and grounds for the maintenance issues with the heating system, an increase of \$1,000 for breathing apparatus maintenance and repairs, \$3,000 included of an energy audit, \$1,250 additional in uniforms. There is \$10,000 for computers and \$8,000 for replacement server but will be discussing with our IT Consultant to see if some of that could be held off this year. Chief Giver passed out to the Committee with some of the additional items requested in priority order. Sayre stated in the Fire Budget there is 2% increase in the union positions but still has to be negotiated. Lamers stated the revenues in the Fire department budget will change because we have not gotten the amount for Fire insurance dues from the State and the calculation of the Town of Verona contribution has to be calculated and will change with changes to the operating budget. Lamers went over the Municipal Court budget and stated the only change that was from the 2019 budget was the 2% COLA and the 5% increase in insurance estimate. Sayre went over the Planning budget and stated that there was \$50,000 in for the completion of the zoning rewrite that had been started in 2019. He also stated there was a new

item for \$10,000 which is the Verona Avenue Extension Study and explained that this may not be enough to cover the complete cost of the study but it is something that has been in the land use plan to extend Verona Avenue under Highway 151. The discussion took place on if that should be funded in 2020 or held off. The Committee decided to table it for now and have the discussion about it at a different time. Discussion took place with the Committee regarding the 2020 budget. Lamers and Sayre stated the budget as a whole as to what the departments turned in is well over what the levy limit estimates will be. Lamers stated that with the EMS, Library, Administration with the Assessor doing a full assessment and the additional elections, the Council budget with an additional \$100,000 for 3 different studies, additional staffing at the Fire Department and Police Department that there is just not enough increase in levy limit to support it. The Committee requested that the departments put together a priority listing of items to help them when it comes to make decisions. Sayre stated he would get that request out to the departments.

Discussion and Possible Action regarding Resolutions Approving the Redemption of the 2013 and 2015 State Trust Fund Loan and Utilization of TID 6 Funds: Lamers explained that after discussion with Public Works Director Theran Jacobson that the Well project in TIF 6 will not be completed and final payments until the beginning of 2020. After review of the cash balance in the TIF 6 fund there would be enough funds to pay off the 2 loans in the State Trust Fund. The interest saving would be a little over \$40,000 without taking into consideration the interest income that would have been received if kept in investments. Lamers explained to the Committee if there is approval, a letter would be sent out with the intent to pay off the debt on September 15, 2019, due to a 30 day notice of intent to pay the loans off. If approved by the Committee the resolutions would go to the City Council at the next meeting. Motion was made by Kemp, seconded by Cronin to forward resolutions to the City Council to approve the redemption of the 2013 and 2015 State Trust Fund Loan and Utilization of TID 6 Funds. Motion carried 3-0.

Discussion and Possible Action regarding the City Investment Report for July 2019: Lamers stated there were no changes worth noting

Discussion and Possible Action regarding the Revenue and Expenditure Report for July 2019: Lamers stated there was really nothing at this point to be concerned about. By the end of the year Administration will probably be over because of the things that happened this year with the Assessor and Administrator positions. Lamers also stated that the building inspection revenue will probably be well under the budget due to projects being postponed such as Sugar Creek Commons project.

Discussion and Possible Action regarding the payment of bills: Motion was made by Kemp, seconded by Posey to approve the payment of bills totaling \$1,476,967.73. Motion carried 3-0.

Adjournment: Motion was made by Cronin, seconded by Posey, to adjourn the Finance Committee Meeting at 6:48 p.m. Motion carried 3-0.

Respectfully submitted,  
Brian Lamers CPA  
Finance Director