



**Village of Weston, Wisconsin**  
**ATTENTION – NOTICE OF PUBLIC MEETING**

Meeting of: **FINANCE COMMITTEE (FC)**

FC Members: **Maloney (chairperson), Ziegler, Sukup, Yaeger, Bender, and Ermeling (ex-officio)**

Date/Time: **Monday, December 3, 2018 @ 6:00 P.M.**

Location: **Weston Municipal Center (5500 Schofield Ave) – Board Room**

Agenda: The agenda packet will be emailed out 3 days prior to the meeting and posted on the Village website at [www.westonwi.gov](http://www.westonwi.gov).

Attendance: All Village officials are encouraged to attend. Committee members and Department Directors, please indicate if you will, or will not, be attending so we may determine in advance if there will be a quorum.

Questions: **Jessica Trautman**  
[jtrautman@westonwi.gov](mailto:jtrautman@westonwi.gov)  
715-359-6114

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**This notice was posted at the Municipal Center and was e-mailed to local media outlets (Print, TV, and Radio) on 11/27/2018 @ 1:20 p.m.**

A quorum of members from other Village governmental bodies (boards, commissions, and committees) may attend the above noticed meeting to gather information. No actions to be taken by any other board, commission, or committee of the Village, aside from the Finance Committee. Should a quorum of other governmental bodies be present, this would constitute a meeting pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553, 494 N.W.2d 408 (1993).

Wisconsin State Statutes require all agendas for Committee, Commission, or Board meetings be posted in final form, 24 hours prior to the meeting. Any posted agenda is subject to change up until 24 hours prior to the date and time of the meeting.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act requires that meeting or material to be in accessible location or format must contact the Weston Municipal Center, by 12 noon the Friday prior to the meeting so any necessary arrangements can be made to accommodate each request.



## VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN OFFICIAL MEETING AGENDA OF THE FINANCE COMMITTEE

The Committee will hold a meeting on the date, time and location listed.

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TO THE HONORABLE TRUSTEE MARK MALONEY AND FOUR (4) APPOINTED MEMBERS OF THE COMMITTEE: The following items were listed on the agenda in the Village Clerk's Office, in accordance with Chapter 2 of the Village's Municipal Code and will be ready for your consideration at the regular meeting of the Finance Committee on **Monday, December 3, 2018 at 6:00 p.m.**, in the Board Room, at the Weston Municipal Center.

A quorum of members from other Village governmental bodies (boards, commissions, and committees) may/might attend the above-noticed meeting to gather information. If a quorum of other government bodies is present, this would constitute a meeting pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993). No official actions other than those of the Finance Committee shall take place.

Wisconsin State Statutes require all agendas for Committee, Commission, or Board meetings be posted in final form, 24 hours prior to the meeting. Any posted agenda is subject to change up until 24 hours prior to the date and time of the meeting. All items listed on this agenda may be acted upon by the Finance Committee.

### **AGENDA ITEMS.**

1. Call to Order & Welcome by Chairperson Maloney.
2. Roll Call by Recording Secretary.
  - Bender
  - Maloney
  - Sukup
  - Yaeger
  - Ziegler
3. Approval of minutes from previous meetings: [November 5, 2018](#)
4. Public Comments.

### **ACKNOWLEDGE WORK PRODUCT TRANSMITTALS.**

(Work products identified in this section are for education and information purposes. Items listed in this section should be moved as "Acknowledge receipt of presentation/report and place in file".)

5. [Acknowledge October 2018 Financials – All Funds](#)
6. Update on P-Cards

### **EDUCATIONAL PRESENTATIONS & REPORTS.**

(Work products identified in this section ask the government body a policy questions. Items listed in this section should be moved as "Approve/Not approve . . .")

## **POLICY ISSUES – DISCUSSIONS/RECOMMENDATIONS.**

(Work products identified in this section ask the government body a policy questions. Items listed in this section should be moved as “Approve/Not approve . . .”)

7. [Discussion of accounts receivable with possible recommendation of write-offs](#)
8. [Discussion and possible recommendation relating to the commencement of a legal action against the Department of Revenue for personal property aid payments](#)
9. Discussion and possible action retaining Anderson O'Brien and Dietrich VanderWaal law firms to represent the Village of Weston in the legal action against the Department of Revenue for personal property aid payments.
10. [Discussion and possible recommendation of CIP projects](#)
11. [Discussion and possible recommendation on Special Assessment Ordinance](#)
12. [Update on the remaining balance of Foremost funds](#)
13. [Discussion on budget adjustments](#)
14. [Discussion and recommendation of the 2017 Audited Financial Statements](#)

## **RESOLUTIONS/ORDINANCES.**

(Work products identified in this section require action by the governmental body.)

15. [Public Depositories – Resolution #2018-055](#)

## **FUTURE ITEMS.**

16. Next meeting date(s):
  - Mon, Jan 07, 2019 @ 6:15 p.m. Regular Committee Meeting
  - Mon, Feb 04, 2019 @ 6:00 p.m. Regular Committee Meeting
  - Mon, Mar 04, 2019 @ 6:00 p.m. Regular Committee Meeting
17. Topics for future meetings.
18. Remarks from Staff.
19. Remarks from Committee Members
20. Announcements.
  - January 11, 2019 @ 5:00 p.m. Holiday Party

## **ADJOURNMENT OF FINANCE COMMITTEE.**



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN  
OFFICIAL MEETING MINUTES OF THE BOARD OF TRUSTEES & FINANCE COMMITTEE**

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Held on **Monday, November 5, 2018 at 6:00 p.m.**, in the Municipal Court Room, at the Weston Public Safety Building (5301 Mesker Street).

**AGENDA ITEMS.**

- 1. Board of Trustees Call to Order & Welcome by President Ermeling**  
*Meeting called to order at 6:13 p.m. by Board of Trustees President Ermeling.*
- 2. Finance Committee Call to Order & Welcome by Chairperson Maloney.**  
*Meeting called to order at 6:13 p.m. by Finance Committee Chairperson Maloney.*
- 3. Roll Call of Board of Trustees by Recording Secretary.**  
*Roll call indicated 4 members present*

<u>Member</u>	<u>Present</u>
Ermeling, Barb	YES
Maloney, Mark,	YES
Ostrowski, Kevin	YES
Sparks, Wally	YES
Xiong, Yee	NO
Zeyghami, Hooshang	NO
Ziegler, Jon	NO

**Roll call of Finance Committee by Recording Secretary**  
*Roll call indicated 4 members present*

<u>Member</u>	<u>Present</u>
Bender, Robert	YES
Ermeling, Barb (ex-officio)	YES
Maloney, Mark	YES
Sukup, Carrie	NO
Yaeger, Richard	YES
Ziegler, Jon	NO

4. **Finance Committee approval of minutes from previous meeting - October 8, 2018**

***Motion by Yaeger, second by Bender, to approve previous meeting minutes from October 8, 2018.***

Yes Vote: 3    No Votes: 0    Abstain: 0    Not Voting: 3    Result: PASS

<u>Member</u>	<u>Voting</u>
Bender, Robert	YES
Ermeling, Barb (ex-officio)	-----
Maloney, Mark	YES
Sukup, Carrie	-----
Yaeger, Richard	YES
Ziegler, Jon	-----

5. **Public Comments.**

*No public comments*

**ACKNOWLEDGE WORK PRODUCT TRANSMITTALS.**

*There were no work product transmittals*

**EDUCATIONAL PRESENTATIONS & REPORTS.**

*There were no educational presentations or reports.*

**POLICY ISSUES – DISCUSSIONS/RECOMMENDATIONS.**

6. **2019 Budget Discussion and Public Hearing Notice**

*Trautman presented the updates to the 2019 proposed budget. Discussion was had on the tax levy which is projected at a 5% increase or \$0.33*

*Trautman also explained that the Village continues to lose state aids and transportation money. We also lost 11 million of assessed value on personal property.*

7. **2019 CIP Plan Discussion/Update**

*Trautman stated that the capital projects budget is complete, but the only thing in there is the leases and SAFER equipment. We will need to borrow in 2019 and plan to amend the budget when we decide what projects we want to borrow for.*

Donner stated that the consultants (Kueny) who worked on the Municipal Facilities project have agreed to come to the next Village Board of Trustees meeting to give an update.

8. **2018 Budget Adjustments**

***Motion by Bender, second by Yaeger (from the Finance Committee), to recommend to the Board of Trustees approval of the 2018 budget adjustments for wages and longevity.***

Yes Vote: 3    No Votes: 0    Abstain: 0    Not Voting: 3    Result: PASS

<u>Member</u>	<u>Voting</u>
Bender, Robert	YES
Ermeling, Barb (ex-officio)	-----
Maloney, Mark	YES
Sukup, Carrie	-----
Yaeger, Richard	YES
Ziegler, Jon	-----

***Motion by Maloney, second by Ostrowski (from the Board of Trustees), to approve 2018 budget adjustments for wages and longevity.***

Yes Vote: 4    No Votes: 0    Abstain: 0    Not Voting: 3    Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Maloney, Mark	YES
Ostrowski, Kevin	YES
Sparks, Wally	YES
Xiong, Lee	-----
Zeyghami, Hooshang	-----
Ziegler, Jon	-----

9. **Accounts Receivable Write-Offs**

Sparks questioned how we can get the money back from the car accidents. Trittin stated that going forward anything over a \$1,000 will be filed with the insurance company. Osterbrink stated that when there is an accident and trees are damaged the Village's insurance company doesn't cover it and they Village has to file directly with the responsible party's insurance company.

***Motion by Bender, second by Yaeger, to recommend to the Board of Trustees approval of the accounts receivable write-offs and to have Evan McBain removed from the list.***

Yes Vote: 3    No Votes: 0    Abstain: 0    Not Voting: 3    Result: PASS

<u>Member</u>	<u>Voting</u>
Bender, Robert	YES
Ermeling, Barb (ex-officio)	-----
Maloney, Mark	YES
Sukup, Carrie	-----
Yaeger, Richard	YES
Ziegler, Jon	-----

***Motion by Maloney, second by Sparks, to approve accounts receivable write-offs and to have Evan McBain removed from the list.***

Yes Vote: 4    No Votes: 0    Abstain: 0    Not Voting: 3    Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Maloney, Mark	YES
Ostrowski, Kevin	YES
Sparks, Wally	YES
Xiong, Lee	-----
Zeyghami, Hooshang	-----
Ziegler, Jon	-----

## **RESOLUTIONS/ORDINANCES.**

10. **2019 Refuse/Recycling Fee – Resolution #2018-050**

*Trautman stated the Refuse/Recycling Fee will be going up \$2.00 from \$165 to \$167.*

***Motion by Bender, second by Yaeger, to recommend to the Village Board of Trustees resolution #2018-050 2019 Refuse/Recycling Fee.***

Yes Vote: 3 No Votes: 0 Abstain: 0 Not Voting: 3 Result: PASS

<u>Member</u>	<u>Voting</u>
Bender, Robert	YES
Ermeling, Barb (ex-officio)	-----
Maloney, Mark	YES
Sukup, Carrie	-----
Yaeger, Richard	YES
Ziegler, Jon	-----

***Motion by Sparks, second by Ostrowski, to approve resolution #2018-050 2019 Refuse/Recycling Fee.***

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 3 Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Maloney, Mark	YES
Ostrowski, Kevin	YES
Sparks, Wally	YES
Xiong, Lee	-----
Zeyghami, Hooshang	-----
Ziegler, Jon	-----

## **FUTURE ITEMS.**

### **11. Next meeting date(s):**

- *Mon, Nov 19, 2018 @ 6:00 p.m. Regular Board Meeting*
- *Mon, Nov 26, 2018 @ 5:45 p.m. Budget Public Hearing/Adoption*
- *Mon, Dec 03, 2018 @ 6:00 p.m. Regular Finance Meeting*

### **12. Topics for future meetings.**

- *Finance - Accounts Receivable overview*
- *Board Meeting - Municipal Facilities Project Update*
- *Board Meeting - Municipal Attorney RFP*



13. **Remarks from Staff.**

*Trautman asked if we want the budget information on next Board meeting – it was decided it can wait until the Nov. 26<sup>th</sup> meeting.*

*Donner stated WSAW TV is going to feature Your Town Weston the week of December 10, 2018.*

14. **Remarks from Board Members**

*Sparks would like to go through more of a prioritization process. He would also like to educate the public that in order to continue to keep the service level where it is there is going to need to be an increase in taxes. And explain if taxes did not increase that services would need to be cut. He would like to have the priorities clearly defined and get public feedback as to what services they want and could do without.*

*Trautman stated she can put together an article for the next Newsletter explain that it was mostly a status quo budget.*

*Ermeling explained that when employees left, the Village didn't replace them right away, if at all. She also stated that the Village held off for years on borrowing money and increasing taxes, and because of that things suffered including the condition of roads etc.*

*Ostrowski stated residents want to see the dollar amount rather than a percentage of what the tax increase is going to be.*

15. **Remarks from Committee Members**

*Bender stated we also need to explain the funding the Village loses from the state.*

16. **Announcements.**

– November 14, 2018 @ 11:30 a.m. All Staff Luncheon

**ADJOURNMENT OF BOARD OF TRUSTEES.**

***Motion by Maloney, second by Sparks, to adjourn the Board of Trustee Meeting at 6:57 p.m.***

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 3 Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Ostrowski, Kevin	YES
Maloney, Mark	YES

Sparks, Wally	YES
Xiong, Lee	-----
Zeyghami, Hooshang	-----
Ziegler, Jon	-----

**ADJOURNMENT OF FINANCE COMMITTEE.**

***Motion by Bender, second by Yaeger, to adjourn the Finance Committee Meeting at 6:57 p.m.***

Yes Vote: 3    No Votes: 0    Abstain: 0    Not Voting: 3    Result: PASS

<u>Member</u>	<u>Voting</u>
Bender, Robert	YES
Ermeling, Barb	-----
Maloney, Mark	YES
Sukup, Carrie	-----
Yaeger, Richard	YES
Ziegler, Jon	-----

# REQUEST FOR CONSIDERATION

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**Public Mtg/Date:** Finance Committee, December 3, 2018

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**Description:** October 2018 Budget Status Report – All Funds

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**From:** Jessica Trautman, Finance Director

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**Question:** Should the Finance Committee acknowledge the October 2018 budget status report for all funds?

## Background

The October 2018 budget status report for all funds is attached.

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**Attached Docs:** October 2018 Budget Status Report – All Funds

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**Committee Action:** None.

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**FISCAL IMPACT:** None.

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**Recommendation:** Finance Director recommends acknowledgement.

## Recommended Language for Official Action

**I move to acknowledge the October 2018 budget status report for all funds.**

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**Additional action:** None.



## **FINANCIAL STATEMENTS**

**October 31, 2018**

- **GENERAL FUND**
  - Balance Sheet
  - Operating Budget Status Report
  - Statement of Revenues
  - Statement of Expenditures
  - Contingency Reserve Balance
  
- **DEBT SERVICE FUND**
  - Operating Budget Status Report - Debt Service Fund
  
- **SPECIAL REVENUE FUNDS**
  - Weston Aquatic Center Fund
  - Room Taxes Fund
  - Recycling Program Fund
  - TIF District #1
  - TIF District #2
  - Community Development Authority – TIF #1
  - Community Development Authority – TIF #2
  - Civic & Social Trust Funds
  - Park & Recreation Trust Funds
  
- **ENTERPRISE FUNDS**
  - Water Utility Fund
  - Sewer Utility Fund
  - Stormwater Utility
  
- **CAPITAL PROJECTS FUNDS** – Capital Improvements Program
  - TIF District #1 Fund
  - Facilities
  - Streets & Utilities Fund
  - Capital Equipment

VILLAGE OF WESTON  
BALANCE SHEET  
OCTOBER 31, 2018

GENERAL FUND

ASSETS

10-00-11110-001-000	XPRESS DEPOSIT ACCOUNT	50.50
10-00-11310-021-000	INVESTMENT-LGIP #1	2,073.72
10-00-11312-011-000	INVEST-INTERCITY-MONEY MKT #60	( 3,128,192.30)
10-00-11312-082-000	INTERCITY-MUNICIPAL COURT FINE	338,278.48
10-00-11312-094-000	INVEST-TAX ACCT-INTERCITY	821.08
10-00-11313-095-000	INVEST-TAX ACCT- RIVER VALLEY	1,928.69
10-00-11314-091-021	INVEST- TAX ACCT-BMO HARRIS BK	142,371.01
10-00-11315-092-000	INVEST-TAX ACCT- ASSOCIATED	1,037.73
10-00-11316-084-000	INVEST-BROKAW CU-CD/REPO/OTHER	245,955.31
10-00-11316-093-000	INVEST-TAX ACCT- BROKAW CU	1,373.77
10-00-11318-097-000	INVEST-TAX ACCT - US BANK	56,363.68
10-00-11322-088-000	INVEST-TAX ACCT- PEOPLES	323,389.36
10-00-11323-084-000	INVEST-CLOVERBELT CU-CD/REPO/O	257,129.21
10-00-11323-099-000	INVEST-TAX ACCT-CLOVERBELT CU	1,953.49
10-00-11324-000-000	INVEST-HOMETOWN BANK/AMBULANCE	1,919.41
10-00-11325-089-000	INVEST-TAX ACCT-COVANTAGE CU	415,615.48
10-00-11326-086-000	INVEST-TAX ACCT- ABBY BANK	10,121.40
10-00-11327-083-000	NICOLET BANK-MONEY MARKET	1,183.89
10-00-11327-084-000	INVEST-NICOLET BANK-CD/OTHER	263,428.94
10-00-11328-015-000	INVEST-BANKERS BANK-FED NOTES	241,222.50
10-00-11328-084-000	INVEST-BANKERS BANK-CD/OTHER	199,700.00
10-00-11329-015-000	INVEST-MORGAN STANLEY-FED NOTE	187,824.00
10-00-11329-083-000	MORGAN STANLEY-MONEY MARKET	28.84
10-00-11329-084-000	MORGAN STANLEY-CD/OTHER	477,451.99
10-00-11512-009-000	INTERCITY-SUNSHINE/SODA FUND	2,719.57
10-00-11512-017-000	RESTRICT INV- FLEX CHKING #116	4,812.65
10-00-11800-000-000	PETTY CASH-GENERAL FUND	1,500.00
10-00-11800-082-000	PETTY CASH-MUNICIPAL COURT FIN	200.00
10-00-12110-000-000	R/E PROP TAXES RECEIVABLE-CURR	( 6,000.78)
10-00-12120-000-000	P/P PROP TAXES RECEIVABLE-CURR	29,793.65
10-00-12320-000-000	P/P PROP TAXES RECEIVABLE-DELI	2,779.33
10-00-13100-000-000	BILLED ACCTS RECEIVABLE-CUSTOM	45,674.74
10-00-13101-000-000	UNAPPLIED ACCOUNTS RECEIVABLE	( 715.50)
10-00-13150-000-000	ACCTS RECEIVABLE-MUNICIPAL COU	312,223.92
10-00-13300-000-000	INTEREST RECEIVABLE	5,619.49
10-00-13610-000-000	UNBILLED ACCTS RECEIV-DPW DEVE	644.00
10-00-13611-000-000	UNBILLED ACCTS RECEIV-BILLABLE	( 175.00)
10-00-13800-000-000	OTHER RECEIVABLES-MISCELLANEOU	1,940.34
10-00-13801-000-000	OTHER RECEIVABLES-MOBILE HOME	13,434.37
10-00-13802-000-000	OTHER RECEIVABLES-FROM EMPLOYE	235.27
10-00-13910-000-000	EST UNCOLLECTIBLE A/R-GENERAL	1,409.45
10-00-14200-000-000	DUE FROM STATE OF WISCONSIN	1,104.55
10-00-14410-000-000	DUE FROM TOWN OF WESTON	17,989.87
10-00-14510-000-000	DUE FROM EVEREST METRO POLICE	( 37,395.85)
10-00-14520-000-000	DUE FROM SAFER DISTRICT	648,842.69
10-00-14530-000-000	DUE FROM MUNICIPAL COURT	29.42
10-00-14600-000-000	DUE FROM D.C. EVEREST SCHOOL D	819.30
10-00-15227-000-000	DUE FROM SPEC REV-CDA/TIF #1	42,789.25
10-00-15228-000-000	DUE FROM SPEC REV-CDA/TIF #2	2,969.43
10-00-15440-000-000	DUE FROM CAP PROJS-TIF #1	33,657.81
10-00-15660-000-000	DUE FROM ENTERPRISE-WATER UTIL	460,336.85
10-00-15661-000-000	DUE FROM ENTERPRISE-SEWER UTIL	9,581.15
10-00-16200-000-000	PREPAID ITEMS-MISCELLANEOUS	122,976.50
10-00-17130-000-000	ADVANCE TO DEBT SERVICE FUND	389,132.92

TOTAL ASSETS

2,151,959.57

VILLAGE OF WESTON  
BALANCE SHEET  
OCTOBER 31, 2018

GENERAL FUND

LIABILITIES AND EQUITY

LIABILITIES

10-00-21000-000-000	ACCOUNTS PAYABLE-CLEARING ACCO		209.93	
10-00-21001-000-000	FUEL HOLDING ACCOUNT	(	3,192.19)	
10-00-21120-000-000	RETAINAGES PAYABLE		29,835.20	
10-00-21520-000-000	WIS RETIREMENT FUND PAYABLE		19,689.91	
10-00-21532-000-000	EYE CARE DEDUCTION PAYABLE		27.41	
10-00-21537-000-000	ACCID/LIFE/ST DISABILITY LIAB		367.74	
10-00-21561-000-000	AFLAC DEDUCTION PAYABLE	(	57.16)	
10-00-21562-000-000	FLEX UNREIMB MED DEDUCT PAYAB		6,682.76	
10-00-21566-000-000	PREPAID LEGAL SERVICES		165.40	
10-00-21570-000-000	DEFERRED COMP DEDUCTION-PEBSCO		55.00	
10-00-21571-000-000	DEFERRED COMP DEDUCTION-WI DEF		2,163.00	
10-00-21581-000-000	PAYROLL ADVANCE PAYABLE		48.69	
10-00-21901-000-000	PROP TAX REFUNDS PAYABLE-VILL/		.02	
10-00-23160-000-000	SECURITY DEPOSITS-PARK RENTALS		50.00	
10-00-24213-000-000	DUE TO STATE OF WIS/SALES TAXE		22.10	
10-00-24330-000-000	DUE TO MARATHON COUNTY/DOG LIC		245.10	
10-00-24340-000-000	DUE TO MAR COUNTY/FOREST CROP		1,861.08	
10-00-24425-000-000	DUE TO OTHER GOVTS-COURT FINES		13,255.14	
10-00-24426-000-000	DUE TO OTHER GOVTS-MISC.		13,942.04	
10-00-26600-000-000	DEFERRED REVENUE-MISCELLANEOUS		2,720.93	
10-00-26603-000-000	DEFERRED REV-MUNIC COURT FINES		287,917.85	
	TOTAL LIABILITIES			376,009.95

FUND EQUITY

10-00-34121-000-000	RESERVED FUND BAL-PREPAID ITEM		383,422.37	
10-00-34130-000-000	RESERVED FUND BAL-ADVANC/OTHER		1,033,753.04	
10-00-34202-000-000	DESIGN FUND BAL-ST LIGHT/BIRCH		7,500.00	
10-00-34270-000-000	DESIGNATED FUND BAL-APL BDGT S		150,000.00	
10-00-34300-000-000	UNRESERVED/UNDESIGNATED FUND B		892,128.52	
	UNAPPROPRIATED FUND BALANCE:			
	REVENUE OVER EXPENDITURES - YTD	(	690,854.31)	
	BALANCE - CURRENT DATE	(	690,854.31)	
	TOTAL FUND EQUITY			1,775,949.62
	TOTAL LIABILITIES AND EQUITY			2,151,959.57

**VILLAGE OF WESTON**  
**OPERATING BUDGET STATUS REPORT - General Fund only**  
**October 31, 2018**  
**\*\*\* 17% of Year Remaining \*\*\***

<u>APPROPRIATION AREA</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>	<u>October 2017</u>		
					<u>BUDGET</u>	<u>ACTUAL</u>	<u>PERCENT LEFT</u>
<b>GENERAL FUND:</b>							
General Government	\$1,251,373	\$1,062,714	\$188,659	15.1%	\$1,097,919	\$868,083	20.9%
Public Safety	3,490,806	3,438,959	51,847	1.5%	3,187,409	3,099,230	2.8%
Public Works	1,903,402	1,607,430	295,972	15.5%	1,814,267	1,478,027	18.5%
Human Services	15,275	12,278	2,997	19.6%	14,520	12,900	11.2%
Culture & Recreation	364,588	314,422	50,166	13.8%	358,916	305,013	15.0%
Community Development	187,288	143,367	43,921	23.5%	327,330	239,597	26.8%
Misc. Programs	24,500	23,184	1,316	0.0%	-	-	0.0%
Transfer to Other Funds	31,653	3,328	28,325	0.0%	96,599	17,572	0.0%
Contingency Reserve	253,171	-	253,171	0.0%	-	-	0.0%
<b>TOTAL APPROPRIATION</b>	<b>\$7,522,056</b>	<b>\$6,605,682</b>	<b>\$916,374</b>	<b>12.2%</b>	<b>\$6,896,960</b>	<b>\$6,020,422</b>	<b>12.7%</b>
				↑			
<b>REVENUES</b>							
Property Taxes	\$4,000,047	\$4,000,047	\$ 0	0.0%	\$3,617,314	\$3,637,800	-0.6%
Other Taxes	611,138	40,711	570,427	93.3%	625,683	76,504	87.8%
State Shared Revenues	1,044,878	159,025	885,853	84.8%	1,053,625	159,169	84.9%
Other Grants & Aids	754,173	745,642	8,532	1.1%	827,972	819,037	1.1%
Interest Income	58,000	32,504	25,496	44.0%	59,000	39,873	32.4%
Munic. Services-Town/All Other	76,600	85,731	(9,131)	-11.9%	76,850	57,082	25.7%
Applied Fund Balance/Reserve	150,000	150,000	-	0.0%	93,756	93,756	0.0%
All Other Revenue	827,220	701,169	126,051	15.2%	542,760	448,898	17.3%
<b>TOTAL RESOURCES</b>	<b>\$7,522,056</b>	<b>\$5,914,829</b>	<b>\$1,607,227</b>	<b>21.4%</b>	<b>\$6,896,960</b>	<b>\$5,332,119</b>	<b>22.7%</b>
				↑			

**VILLAGE OF WESTON**  
**STATEMENT OF REVENUES**  
**October 31, 2018**  
**(83% Y-T-D completed)**

<u>ACCOUNT DESCRIPTION</u>	<u>Y-T-D ACTUAL</u>	<u>Y-T-D % REV.</u>	<u>ADJUSTED BUDGET</u>	<u>REMAINING BALANCE (SURPLUS)</u>	<u>BUDGET % LEFT</u>
<b>GENERAL FUND</b>					
Property Taxes	4,000,047	100%	4,000,047	0	0%
Pmt. In Lieu of Taxes-Water Utility	-	0%	470,000	470,000	100%
Pmt. In Lieu of Taxes-Rothschild	-	0%	93,998	93,998	100%
Mobile Home Fees	34,924	78%	45,000	10,076	22%
Other Taxes	5,788	270%	2,140	(3,648)	-170%
Special Assessments	6,820	124%	5,500	(1,320)	-24%
State Shared Revenues	159,025	15%	1,044,878	885,853	85%
Transportation Aids	597,021	100%	597,021	0	0%
Other State & Federal Aids	148,621	95%	157,152	8,531	5%
License Revenue	117,129	48%	244,065	126,936	52%
Permits Revenue	134,614	108%	125,175	(9,439)	-8%
Fines/Forfeitures/Penalties	85,720	89%	96,200	10,480	11%
Ambulance Fees	2,645	N/A	-	(2,645)	
Refuse/Garbage Service	-	0%	150	150	100%
Street & Highway Revenue	1,133	32%	3,500	2,367	68%
Misc. Other Fees	303,926	100%	302,930	(996)	0%
Econ Dev Pub Fees	60	60%	100	40	40%
Park Rental Fees/Park Maint. Fees	6,609	54%	12,300	5,691	46%
Munic. Services-General Gov't	3,410	63%	5,400	1,990	37%
Munic. Services-Public Safety	29,167	83%	35,000	5,833	17%
Munic. Services-Public Works	53,154	151%	35,200	(17,954)	-51%
Munic. Services-Inspections	-	0%	1,000	1,000	100%
Interest Income	32,504	56%	58,000	25,496	44%
Sales of Village Property	-	0%	1,000	1,000	100%
Insurance Recoveries	4,591	38%	12,000	7,409	62%
Miscellaneous Revenue	37,922	156%	24,300	(13,622)	-56%
Fund Balance - General Fund Balance	150,000	N/A	150,000	-	
<b>TOTAL</b>	<b><u>\$5,914,829</u></b>	<b><u>78.6%</u></b>	<b><u>\$7,522,056</u></b>	<b><u>\$1,607,227</u></b>	<b><u>21.4%</u></b>



**VILLAGE OF WESTON  
STATEMENT OF EXPENDITURES**

10/31/2018

(83% Y-T-D completed)

<u>ACCOUNT DESCRIPTION</u>	<u>Y-T-D ACTUAL</u>	<u>Y-T-D % EXP.</u>	<u>ADJUSTED BUDGET</u>	<u>REMAINING BALANCE</u>	<u>BUDGET % LEFT</u>
<b>GENERAL FUND</b>					
Village Board Trustees	30,039	74%	40,679	10,640	26%
Village Municipality Dues	2,740	34%	8,030	5,290	66%
Personnel Committee	-	0%	1,567	1,567	100%
Board of Review	29	7%	400	371	93%
Municipal Court	60,014	100%	60,013	(1)	0%
Village Attorney	64,904	87%	75,000	10,096	13%
Administrator	145,480	191%	75,969	(69,511)	-91%
Clerk	244,331	78%	313,980	69,649	22%
Personnel	2,477	33%	7,500	5,023	67%
Elections	26,685	48%	55,554	28,869	52%
Data Processing/Central Services	154,019	90%	171,320	17,301	10%
Information Technology	46,742	78%	60,303	13,561	22%
Finance/Audit & Budgeting/Tax Collection	127,229	65%	195,217	67,988	35%
Village Assessor	31,565	93%	34,000	2,435	7%
Finance Committee	-	0%	2,411	2,411	100%
Risk Management/Insurance	72,434	81%	89,080	16,646	19%
Municipal Building/Misc. Gen'l Gov't.	32,731	56%	58,350	25,619	44%
Illegal Taxes/Tax Refunds/Bad Debt	21,295	1065%	2,000	(19,295)	-965%
Everest Metro Police Dept.	2,541,521	100%	2,541,521	0	0%
Safety Building Maintenance	567	8%	7,500	6,933	92%
Other Public Safety	890	22%	4,000	3,110	78%
SAFER	743,585	100%	743,585	0	0%
Public Safety Committee	-	0%	1,181	1,181	100%
Building Inspections	152,396	79%	193,019	40,623	21%
Director of Public Works	15,764	72%	21,972	6,208	28%
Deputy Director of Public Works	21,277	71%	29,955	8,678	29%
Street Operations - Village	954,009	83%	1,143,877	189,868	17%
Traffic Control	13,161	40%	32,500	19,339	60%
Winter Street Maintenance - Village	394,030	96%	410,884	16,854	4%
Hard Materials Handling	19,019	54%	35,244	16,225	46%
Street Irrigation Maintenance	35,769	99%	36,111	342	1%
Street Operations - Town	5,985	127%	4,702	(1,283)	-27%
Winter Street Maintenance - Town	6,073	67%	9,063	2,990	33%
Street Lighting	141,793	80%	178,000	36,207	20%
Public Works/Utilities Committee	550	50%	1,094	544	50%
Human Services	12,278	80%	15,275	2,997	20%
Parks-Administration	171,636	83%	206,017	34,381	17%
Parks-Grounds Maintenance	118,939	96%	123,960	5,021	4%
Parks - Mowing	19,519	76%	25,677	6,158	24%
Parks-Ice Rinks	3,985	54%	7,417	3,432	46%
Park & Recreation Committee	343	23%	1,517	1,174	77%
Community Development	136,537	84%	162,865	26,328	16%
Planning Commission	1,056	11%	9,648	8,592	89%
Board of Appeals	99	4%	2,572	2,473	96%
Extra Limits/Smart Growth/Land Use	5,675	47%	12,203	6,528	53%
Newsletter	23,184	95%	24,500	1,316	5%
Interfund Transfers - Refuse/Recycling	-	0%	28,325	28,325	100%
Interfund Transfers - Debt Service	3,328	100%	3,328	-	0%
Contingency Reserve	-	0%	253,171	253,171	100%
<b>TOTAL - General Fund</b>	<b><u>\$6,605,682</u></b>	<b><u>87.8%</u></b>	<b><u>\$7,522,056</u></b>	<b><u>\$916,374</u></b>	<b><u>12.2%</u></b>

**VILLAGE OF WESTON**  
**Contingency Reserve - General Fund**  
**October 31, 2018**

	<b>Salaries/ Wages</b>	<b>Fringe Benefits</b>	<b>Misc. Exps.</b>	<b>Equip. Outlay</b>	<b>TOTAL</b>
Original Budget	\$50,000	\$0	\$37,171	\$0	\$87,171
Budget Adjustment	-	-	166,000	-	166,000
FINAL Adjusted Budget	\$50,000	\$0	\$203,171	\$0	\$253,171

# VILLAGE OF WESTON

## Debt Service Fund

10/31/2018

	<u>2018 ANNUAL BUDGET</u>	<u>2018 YTD ACTUAL</u>
<b>Fund Balance, January 1</b>		<b><u>\$ (379,569)</u></b>
<b><u>REVENUES</u></b>		
Property Tax Levy	\$ 1,550,000	\$ 1,550,000
Intergovernmental Revenue - Build America Bonds	14,054	27,554
Special Assessments	53,800	54,355
Interest Income	7,613	7,117
Transfer from General Fund	3,328	3,328
Transfer from Recycling Fund	58,977	90,012
Transfer from TIF #1 Fund	540,076	288,655
Transfer from TIF #2 Fund	-	-
Transfer from CDA Fund - TIF #1	1,556,863	1,556,863
Transfer from CDA Fund - TIF #2	244,333	244,333
Transfer from Capital Equipment Fund	282,197	282,197
Transfer from Water	21,948	6,431
Transfer from Sewer	21,949	6,431
Transfer from Stormwater	3,328	3,328
<b>TOTAL REVENUES</b>	<b><u>\$4,358,466</u></b>	<b><u>\$4,120,604</u></b>
<b><u>EXPENDITURES</u></b>		
Principal Payments	\$3,710,834	\$ 2,809,452
Interest Payments	756,494	674,972
Fiscal Agent Expenses	-	-
<b>TOTAL EXPENDITURES</b>	<b><u>\$4,467,328</u></b>	<b><u>\$3,484,424</u></b>
<b>NET REVENUES OVER (UNDER) EXPENDITURES</b>	<b><u>(\$108,862)</u></b>	<b><u>\$636,180</u></b>
<b>Fund Balance, 10/31/2018</b>		<b><u>\$256,611</u></b>

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FINANCE

**VILLAGE OF WESTON**  
**Weston Aquatic Center Fund**  
**10/31/2018**  
 (\*\*83% Year Completed \*\*)

	<b>Special Revenue Fund</b>	
	<b>2018 BUDGET</b>	<b>2018 YTD ACTUAL</b>
Balance, January 1		\$ 37,785
<b><u>REVENUES</u></b>		
Taxes	\$ 40,000	\$ 40,000
Daily Fees	86,200	93,545
Season Passes	14,330	23,662
Pool Rentals-Evening	2,500	1,610
Birthday Party Packs	2,500	2,655
Group Rate Discounts-Daily	600	3,250
Concessions	6,400	6,020
Locker Rentals	-	126
Special Events	-	1,012
Swimming Lessons	3,300	2,913
Swimming Fees	115,830	134,794
Interest Income	60	-
Insurance Recoveries	-	-
Miscellaneous	400	1,046
Corporate/Other Donations	-	-
Transfer from other funds	40,000	-
<b>TOTAL REVENUES</b>	<b>\$ 196,290</b>	<b>\$ 175,840</b>
		89.58%
<b><u>EXPENSES</u></b>		
Wages/Fringe Benefits	\$ 114,754	\$ 116,079
Utilities	36,000	20,049
Contracted Services/Repairs	10,600	35,831
Supplies & Materials	24,425	16,878
Capital Outlay-Equipment	2,400	2,158
Capital Outlay-Bldg. Improvement	-	-
Transfer to Facilities Fund-CIP	-	-
<b>TOTAL EXPENSES</b>	<b>\$ 188,179</b>	<b>\$ 190,995</b>
		101.50%
<b>NET INCOME (LOSS)</b>	<b>\$ 8,111</b>	<b>\$ (15,155)</b>
Balance, 10/31/2018		\$ 22,630

FINANCE

VILLAGE OF WESTON

Room Taxes Fund

10/31/2018

Fund Balance, 1/1/18 \$ 178,281

**Revenues**

Room Taxes Revenue	\$ 257,087
	<u>257,087</u>

**Expenditures**

Payment to Wausau Visitor's Convention Bureau	\$ 81,581
Rec programs - Misc events	2,868
Miscellaneous Contributions	48,000
Other Economic Development	14,255
Transfer to Capital Improvement Fund	-
Transfer to Aquatic Center Fund (Repairs/Capital Equipment)	-
	<u>146,704</u>

Revenues over (under) Expenditures 110,383

Fund Balance, 10/31/2018 \$ 288,664

**HOTEL-MOTEL ROOM TAX COLLECTIONS:**

	2018 Room Receipts	2018 8% Room Tax Collections	Distribution of Collections	
			Convention Bureau **	Village of Weston
Weston Inn & Suites	\$ 375,525	\$ 30,042	\$ 16,082.90	\$ 13,959
AmericInn & Suites	611,388	48,911	27,382	21,529
Fairfield Inn *	874,901	69,992	31,496	38,496
Holiday Inn Express	<u>1,351,775</u>	<u>108,142</u>	<u>59,676</u>	<u>48,466</u>
TOTALS	<u>\$ 3,213,589</u>	<u>\$ 257,087</u>	<u>\$ 134,638</u>	<u>\$ 122,449</u>

\* Fairfield Inn Q3 payment not received until November

\*\* Q3 payment not made to CVB until November

FINANCE

**VILLAGE OF WESTON**  
**Refuse/Recycling Program Fund**  
**10/31/18**

	<u>Refuse</u>	<u>Recycling</u>	<u>Landfill</u>	<u>2018 ACTUAL</u>	<u>2018 ANNUAL BUDGET</u>
<b>Fund Balance, 1/1/18</b>	\$ -	\$ (1,234)	\$ 2,999	\$ 1,765	
<b><u>Revenues</u></b>					
Recycling Grant	\$ -	\$ 78,735	\$ -	\$ 78,735	\$ 78,600
UWSP Intern Reimbursement	-	1,500	-	1,500	-
Garbage Fees/Sticker sales - Village	410,012	-	-	410,012	403,350
Recycling Collection Fees - Village	-	349,004	-	349,004	353,000
Garbage Fees - Town	20,504	-	-	20,504	20,500
Recycling Collection Fees/Bin Sales - Town	-	17,941	-	17,941	17,600
Landfill - Town	-	-	3,000	3,000	3,000
Miscellaneous	-	210	-	210	-
Internal transfer	-	-	-	-	-
Transfer from General Fund	-	-	-	-	28,325
<b>Total Revenues</b>	<u>\$ 430,516</u>	<u>\$ 447,390</u>	<u>\$ 3,000</u>	<u>\$ 880,906</u>	<u>\$ 904,375</u>
<b><u>Expenditures</u></b>					
Garbage	\$ 322,377	\$ -	\$ -	\$ 322,377	\$ 429,000
Spring Clean up	-	-	-	-	-
Landfill	-	-	17,950	17,950	28,850
Recycling - Curbside/Village	-	114,027	-	114,027	254,573
Recycling/Compost/StumpDump	-	16,464	-	16,464	43,763
Recycling - Curbside/Town	-	-	-	-	420
Recycling - Program Administration	-	21,465	-	21,465	35,458
Recycling - Educational Programs	-	97	-	97	9,350
Transfers to Debt Serve (Capital Leases)	-	90,012	-	90,012	58,977
<b>Total Expenditures</b>	<u>\$ 322,377</u>	<u>\$ 242,065</u>	<u>\$ 17,950</u>	<u>\$ 582,392</u>	<u>\$ 860,391</u>
<b>Fund Balance, 10/31/18</b>	<u>\$ 108,139</u>	<u>\$ 204,091</u>	<u>\$(11,951)</u>	<u>\$ 300,279</u>	

**VILLAGE OF WESTON**  
**Special Revenue Funds - TIF #1**  
**10/31/2018**

	<b>2018 Annual Budget</b>	<b>2018 Actual</b>
	<u>                    </u>	<u>                    </u>
<b>Fund Balance (Deficit), 1/1/18</b>		\$ (419,165)
<b><u>REVENUES</u></b>		
Property Tax Increments	\$ 5,000,000	\$ 5,082,333
Computer Exemption State Aids	28,470	29,477
Build America Bond Rebates	35,930	2,475
Transfer from CDA - TIF #1	35,000	-
	<u>5,099,400</u>	<u>5,114,285</u>
<b><u>EXPENDITURES</u></b>		
Administration Expenses	\$ 226,060	\$ 192,487
Rents/Leases-TIF Land	1,556,863	213,431
LOC Repayments to Developers	125,000	125,000
Interest	-	-
Fiscal Charges	-	-
Transfer to Debt Service Fund	540,076	288,655
	<u>2,447,999</u>	<u>819,573</u>
<b><u>NET REVENUES OVER (UNDER)</u></b>		
<b><u>EXPENDITURES</u></b>	<u>2,651,401</u>	<u>4,294,712</u>
<b>Fund Balance (Deficit), 10/31/2018</b>	<u><u>\$ 2,651,401</u></u>	<u><u>\$ 3,875,547</u></u>

FINANCE

**VILLAGE OF WESTON**  
**Special Revenue Funds - TIF #2**  
**10/31/2018**

	<b>2018 Annual Budget</b>	<b>2018 Actual</b>
	<u>          </u>	<u>          </u>
<b>Fund Balance (Deficit), 1/1/18</b>		\$ 169,113
 <b><u>REVENUES</u></b>		
Property Tax Increments	\$ 400,000	\$ 393,993
Computer Exemption State Aids	11,492	11,661
Investment Income	300	-
Transfer from CDA - TIF #1	2,815	-
	<u>414,607</u>	<u>405,654</u>
 <b><u>EXPENDITURES</u></b>		
Administration Expenses	\$ 142,260	\$ 99,728
Rents/Leases-TIF Land	244,333	29,666
	<u>386,593</u>	<u>129,394</u>
<b><u>NET REVENUES OVER (UNDER)</u></b>		
<b><u>EXPENDITURES</u></b>	<u>28,014</u>	<u>276,260</u>
<b>Fund Balance (Deficit), 10/31/2018</b>	<u>\$ 28,014</u>	<u>\$ 445,373</u>

FINANCE



**VILLAGE OF WESTON**  
**Special Revenue Funds - CDA TIF #1**  
**10/31/2018**

	<b>2018 Annual Budget</b>	<b>2018 Actual</b>
	<u>          </u>	<u>          </u>
<b>Fund Balance (Deficit), 1/1/18</b>		<b>\$ 1,570,357</b>
<b><u>REVENUES</u></b>		
Investment Income	\$ 10,000	\$ -
Market Adj	-	(48,875)
Rents/Leases-TIF Land	1,556,863	213,431
Proceeds from CDA Rev Bond	-	-
	<u>1,566,863</u>	<u>164,556</u>
<b><u>EXPENDITURES</u></b>		
Administration Expenses	\$ 4,500	\$ 1,328
Bond Issuance Expenses	-	-
Fiscal Charges	4,000	-
Transfer to TIF Specc Revenue	1,500	-
Transfer to Debt Service Fund	1,556,863	1,556,863
	<u>1,566,863</u>	<u>1,558,191</u>
<b><u>NET REVENUES OVER (UNDER)</u></b>		
<b><u>EXPENDITURES</u></b>	<u>-</u>	<u>(1,393,635)</u>
<b>Fund Balance (Deficit), 10/31/2018</b>	<b>\$ -</b>	<b>\$ 176,722</b>

FINANCE

**VILLAGE OF WESTON**  
**Special Revenue Funds - CDA TIF #2**  
**10/31/2018**

	<b>2018 Annual Budget</b>	<b>2018 Actual</b>
	<u>          </u>	<u>          </u>
<b>Fund Balance (Deficit), 1/1/18</b>		\$ 251,253
<b><u>REVENUES</u></b>		
Investment Income	\$ 6,500	\$ 2,164
Market Adj	-	(7,286)
Rents/Leases-TIF Land	244,333	29,666
Transfer from TIF 2	274	-
	<u>251,107</u>	<u>24,544</u>
<b><u>EXPENDITURES</u></b>		
Administration Expenses	\$ 2,758	\$ 673
Fiscal Charges	1,200	1,150
Transfer to TIF Specc Revenue	2,816	-
Transfer to Debt Service Fund	244,333	244,333
	<u>251,107</u>	<u>246,156</u>
<b><u>NET REVENUES OVER (UNDER)</u></b>		
<b><u>EXPENDITURES</u></b>	<u>-</u>	<u>(221,612)</u>
<b>Fund Balance (Deficit), 10/31/2018</b>	<u><u>\$ -</u></u>	<u><u>\$ 29,641</u></u>

FINANCE

**VILLAGE OF WESTON**  
**Civic and Social - Special Revenue Funds**  
**10/31/2018**

	<u>Weston Centennial (Scholarships)</u>	<u>Farmers Market</u>	<u>Total</u>
<b>Fund Balance, 1/1/18</b>	\$ 5,617	\$ -	\$ 5,617
<b><u>REVENUES</u></b>			
Farmers Market License	-	5,835	5,835
Interest on Investments	-	-	-
Miscellaneous	-	1,954	1,954
Transfer In	-	-	-
	<u>-</u>	<u>7,789</u>	<u>7,789</u>
<b><u>EXPENDITURES</u></b>			
D.C. Everest Scholarship	-	-	-
Farmers Market	-	3,732	3,732
	<u>-</u>	<u>3,732</u>	<u>3,732</u>
<b><u>NET REVENUES OVER (UNDER)</u></b>			
<b><u>EXPENDITURES</u></b>	<u>-</u>	<u>4,057</u>	<u>4,057</u>
<b>Fund Balance, 10/31/2018</b>	<u>\$ 5,617</u>	<u>\$ 4,057</u>	<u>\$ 9,674</u>

**VILLAGE OF WESTON**  
**Park & Recreation - Special Revenue Funds**  
**10/31/2018**

	<u>Parkland Dedication Fees</u>	<u>Park/Rec. Donations</u>	<u>E.C. Trail/ Fun Run/Walk Donations</u>	<u>Dog Park Donations</u>	<u>TOTAL</u>
<b>Fund Balance, 1/1/18</b>	\$ 163	\$ 8,654	\$ 1,047	\$ 822	\$ 10,686
<b><u>REVENUES</u></b>					
Parkland Dedication Fees	9,792	-	-	-	9,792
Donations	-	-	-	74	74
Interest on Investments	189	-	-	-	189
	<u>9,981</u>	<u>-</u>	<u>-</u>	<u>74</u>	<u>10,055</u>
<b><u>EXPENDITURES</u></b>					
Equipment Maintenance Expenses	-	-	-	-	-
Trail Maintenance Expenses	-	-	-	-	-
Dog Park Maintenance Expenses	-	-	-	386	386
Transfer Out	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>386</u>	<u>386</u>
<b><u>NET REVENUES OVER (UNDER) EXPS.</u></b>					
	<u>9,981</u>	<u>-</u>	<u>-</u>	<u>(312)</u>	<u>9,669</u>
<b>Fund Balance, 10/31/2018</b>	<u>\$ 10,144</u>	<u>\$ 8,654</u>	<u>\$ 1,047</u>	<u>\$ 510</u>	<u>\$ 20,355</u>

FINANCE

**VILLAGE OF WESTON**  
**Enterprise Fund - Water Utility**  
**10/31/2018**  
**(\*\*\*83% Year Completed \*\*\*)**

	<u>2018 YTD ACTUAL</u>	<u>2018 ANNUAL BUDGET</u>	<u>% of year completed</u>
<b>REVENUES</b>			
Metered/Unmetered Sales:			
Residential	\$ 735,150	\$ 973,750	75.50%
Commercial	208,547	261,250	79.83%
Industrial	280,016	393,389	71.18%
Public Authority	53,238	59,375	89.66%
Multi-Family	146,899	186,368	78.82%
Other	2,672	2,000	N/A
Private Fire Protection	37,774	53,420	70.71%
Public Fire Protection	384,827	458,715	83.89%
Subtotal Sales	<u>\$ 1,849,123</u>	<u>\$ 2,388,267</u>	<u>77.43%</u>
Interest Income	80,973	100,000	80.97%
Interest Market Adj	(62,944)	-	N/A
Interest - specials	-	200	N/A
Gain on Sale of Equipment	198	-	N/A
Sale of material	-	-	N/A
Misc. Other Revenue	20,468	40,450	50.60%
SUBTOTAL REVENUES	<u>1,887,818</u>	<u>2,528,917</u>	<u>74.65%</u>
Capital Contributions	-	-	N/A
<b>TOTAL REVENUES</b>	<u><u>\$ 1,887,818</u></u>	<u><u>\$ 2,528,917</u></u>	<u><u>74.65%</u></u>
<b>EXPENSES</b>			
Operations & Maintenance	\$ 604,791	\$ 888,475	68.07%
Administration	352,698	599,367	58.85%
Payment in Lieu of Taxes	-	462,361	0.00%
Depreciation	-	580,000	0.00%
Interest/Fiscal Agent Exps.	46,503	46,503	100.00%
Amortization Expense	-	1,346	N/A
	<u>1,003,992</u>	<u>2,578,052</u>	<u>38.94%</u>
Interfund Transfers Out	<u>6,431</u>	<u>6,431</u>	<u>N/A</u>
<b>TOTAL EXPENSES</b>	<u><u>\$ 1,010,423</u></u>	<u><u>\$ 2,584,483</u></u>	<u><u>39.10%</u></u>
<b>NET INCOME</b>	<u><u>\$ 877,395</u></u>	<u><u>\$ (55,566)</u></u>	
<i>(per GAAP/GASB basis)</i>			
Less: Add'l Capital Contribs.	<u>-</u>	<u>-</u>	
<b>NET INCOME</b>	<u><u>\$ 877,396</u></u>	<u><u>\$ (55,566)</u></u>	
<i>(per budget basis)</i>			

**VILLAGE OF WESTON**  
**Enterprise Fund - Sewer Utility**  
**10/31/2018**  
**(\*\*\*83% Year Completed \*\*\*)**

	<b>2018 YTD ACTUAL</b>	<b>2018 ANNUAL BUDGET</b>	<b>% of year completed</b>
<b><u>REVENUES</u></b>			
Metered/Unmetered Sales:			
Residential	\$ 997,325	\$ 1,313,610	75.92%
Commercial	556,009	683,780	81.31%
Industrial	158,336	191,000	82.90%
Public Authority	43,470	60,460	71.90%
Other	-	150	0.00%
Subtotal Sales	<u>\$ 1,755,140</u>	<u>\$ 2,249,000</u>	<u>78.04%</u>
Hook-up Fees	48,310	23,000	210.04%
Interest Income	54,613	100,200	54.50%
Gain on Sale of Equipment	-	-	N/A
Misc. Other Revenue	9,094	9,713	93.63%
SUBTOTAL REVENUES	<u>1,867,157</u>	<u>2,381,913</u>	<u>78.39%</u>
Capital Contributions	<u>33,350</u>	<u>5,075</u>	<u>N/A</u>
<b>TOTAL REVENUES</b>	<b><u>\$ 1,900,507</u></b>	<b><u>\$ 2,386,988</u></b>	<b><u>79.62%</u></b>
<b><u>EXPENSES</u></b>			
Operations & Maintenance	\$ 295,755	\$ 470,366	62.88%
Administration	237,529	407,826	58.24%
Payment in Lieu of Taxes	-	9,000	0.00%
Rib Mt. Sewer Dist.-Services	517,844	707,133	73.23%
Depreciation	-	700,000	0.00%
Interest/Fiscal Agent Exps.	51,560	51,560	100.00%
Amortization Expense	-	22,010	N/A
	<u>1,102,688</u>	<u>2,367,895</u>	<u>46.57%</u>
Interfund Transfers Out	<u>6,431</u>	<u>6,431</u>	<u>N/A</u>
<b>TOTAL EXPENSES</b>	<b><u>\$ 1,109,119</u></b>	<b><u>\$ 2,374,326</u></b>	<b><u>46.71%</u></b>
<b>NET INCOME</b>	<b><u>\$ 791,388</u></b>	<b><u>\$ 12,662</u></b>	
<i>(per GAAP/GASB basis)</i>			
Less: Add'l Capital Contribs.	<u>(33,350)</u>	<u>(5,075)</u>	
<b>NET INCOME</b>	<b><u>\$ 758,038</u></b>	<b><u>\$ 7,587</u></b>	
<i>(per budget basis)</i>			

**VILLAGE OF WESTON**  
**Enterprise Fund - Stormwater Utility**  
**10/31/2018**  
**(\*\*83% Year Completed \*\*)**

	<u>Stormwater Utility Fund</u>		
	<u>2018 ANNUAL BUDGET</u>	<u>2018 YTD ACTUAL</u>	<u>% of year completed</u>
<b><u>REVENUES</u></b>			
Metered/Unmetered Sales:			
Residential	\$ 218,150	\$ 181,729	83.30%
Commercial	298,700	264,563	88.57%
Industrial	66,330	56,924	85.82%
Public Authority	37,800	31,445	83.19%
Tax-Exempt Properties	7,900	6,193	78.39%
Other	1,000	1,314	131.40%
Subtotal Sales	<u>\$ 629,880</u>	<u>\$ 542,168</u>	<u>86.07%</u>
Build America Bond Interest Rebate	1,000	1,150	115.00%
Drainage Fees	2,600	2,200	84.62%
Interest Income	8,000	1,730	21.63%
Loss on Sale of Equipment	-	-	N/A
Misc. Other Revenue	100	-	N/A
SUBTOTAL REVENUES	<u>641,580</u>	<u>547,248</u>	<u>85.30%</u>
Capital Contributions	-	-	N/A
<b>TOTAL REVENUES</b>	<b><u><u>\$ 641,580</u></u></b>	<b><u><u>\$ 547,248</u></u></b>	<b>85.30%</b>
<b><u>EXPENSES</u></b>			
Program Management	\$ 24,822	\$ 21,950	88.43%
DPW - Drainage Maintenance	88,539	120,563	136.17%
DPW - Mowing	20,087	22,990	0.00%
Depreciation	370,000	-	0.00%
Interest/Fiscal Agent Exps.	101,671	94,274	92.72%
Interfund Transfers Out - General Fund	3,328	3,328	N/A
<b>TOTAL EXPENSES</b>	<b><u><u>\$ 608,447</u></u></b>	<b><u><u>\$ 263,105</u></u></b>	<b>43.24%</b>
<b>NET INCOME (LOSS)</b>	<b><u><u>\$ 33,133</u></u></b>	<b><u><u>\$ 284,143</u></u></b>	
<i>(per GAAP/GASB basis)</i>			
Less: Add'l Capital Contribs.	-	-	
<b>NET INCOME (LOSS)</b>	<b><u><u>\$ 33,133</u></u></b>	<b><u><u>\$ 284,143</u></u></b>	
<i>(per budget basis)</i>			

**VILLAGE OF WESTON**  
**OPERATING BUDGET STATUS REPORT - TIF 1 CIP FUND**  
**October 31, 2018**  
**\*\*\* 17% of Year Remaining \*\*\***

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>	<u>October 2017</u>		
					<u>BUDGET</u>	<u>ACTUAL</u>	<u>PERCENT LEFT</u>
<b>TIF 1 CIP FUND:</b>							
Administration	\$0	\$5,650	(\$5,650)	N/A	\$20,000	\$14,757	26.2%
Business Park	23,000	9,042	13,958	60.7%	10,000	9,641	3.6%
Business Park South	-	-	-	N/A	-	980	N/A
Sports Complex	-	-	-	N/A	-	1,250	N/A
Camp Phillips/Weston Ave Neigh Plan	-	15,000	(15,000)	N/A	55,000	94,256	-71.4%
Transport Way Extension	-	9,234	(9,234)	N/A	-	6,561	N/A
Camp Phillips Centre	100,000	2,692,150	(2,592,150)	-2592.2%	166,835	128,030	23.3%
Weston Avenue	-	-	-	0.0%	-	3,350	0.0%
<b>TOTAL EXPENDITURES</b>	<b>\$123,000</b>	<b>\$2,731,076</b>	<b>(\$2,608,076)</b>	<b>-2120.4%</b>	<b>\$251,835</b>	<b>\$258,825</b>	<b>-2.8%</b>
				↑			
<b>REVENUES</b>							
Interest Income	\$0	\$0	\$ -	N/A	\$1,685	\$0	100.0%
Land Sales	0	-	-	N/A	-	66,335	N/A
Other Financing Sources	0	2,000,000	(2,000,000)	N/A	250,150	250,149	0.0%
<b>TOTAL RESOURCES</b>	<b>\$0</b>	<b>\$2,000,000</b>	<b>N/A</b>	<b>N/A</b>	<b>\$251,835</b>	<b>\$316,484</b>	<b>-25.7%</b>
				↑			
Revenues Over (Under) Expenditures		(\$731,076)					
<b>FUND BALANCE ANALYSIS</b>							
Fund Balance, 1/1/18						(27,775)	
Less: Applied to 2018 CIP Budget						-	
Revenues Over (Under) Expenditures						(731,076)	
<b>Fund Balance, 10/31/2018</b>						<b>(758,851)</b>	

FINANCE

**VILLAGE OF WESTON**  
**OPERATING BUDGET STATUS REPORT - FACILITIES CIP FUND**  
**October 31, 2018**  
**\*\*\* 17% of Year Remaining \*\*\***

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>	<u>October 2017</u>		
					<u>BUDGET</u>	<u>ACTUAL</u>	<u>PERCENT LEFT</u>
<b>FACILITIES CIP FUND:</b>							
Municipal Center	\$0	\$44,205	(\$44,205)	N/A	\$0	\$2,770	N/A
Skate Park	-	-	-	N/A	15,000	12,352	17.7%
<b>TOTAL EXPENDITURES</b>	<u>\$0</u>	<u>\$44,205</u>	<u>(\$44,205)</u>	<u>N/A</u>	<u>\$15,000</u>	<u>\$15,342</u>	<u>-2.3%</u>
				↑			
<b>REVENUES</b>							
None							
<b>TOTAL RESOURCES</b>	<u>\$0</u>	<u>\$0</u>	<u>N/A</u>	<u>N/A</u>	<u>\$0</u>	<u>\$0</u>	<u>N/A</u>
				↑			

Revenues Over (Under) Expenditures (\$44,205)

**FUND BALANCE ANALYSIS**

Fund Balance, 1/1/18	-
Less: Applied to 2018 CIP Budget	-
Revenues Over (Under) Expenditures	(44,205)
<b>Fund Balance, 10/31/2018</b>	<b><u>(44,205)</u></b>



FINANCE



**VILLAGE OF WESTON  
OPERATING BUDGET STATUS REPORT - STREETS CIP FUND**

**October 31, 2018**

**\*\*\* 17% of Year Remaining \*\*\***

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>	<u>October 2017</u>		
					<u>BUDGET</u>	<u>ACTUAL</u>	<u>PERCENT LEFT</u>
<b>STREETS CIP FUND:</b>							
Misty Pines	\$0	\$5,110	(\$5,110)	N/A	\$0	\$23,126	N/A
Sports Complex	-	2,650	(2,650)	N/A	-	1,370	N/A
Transport Way Extension	-	-	-	N/A	-	486	N/A
Yellow Banks Park	-	825	(825)	N/A	-	2,180	N/A
Eau Claire River Boat Launch	-	-	-	N/A	-	1,685	N/A
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$8,585</b>	<b>(\$8,585)</b>	<b>N/A</b>	<b>\$0</b>	<b>\$28,847</b>	<b>N/A</b>
							
<b>REVENUES</b>							
None							
<b>TOTAL RESOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>	<b>N/A</b>	<b>\$0</b>	<b>\$0</b>	<b>N/A</b>
							
Revenues Over (Under) Expenditures		(\$8,585)					
<b><u>FUND BALANCE ANALYSIS</u></b>							
Fund Balance, 1/1/18						65,668	
Less: Applied to 2018 CIP Budget						-	
Revenues Over (Under) Expenditures						(8,585)	
<b>Fund Balance, 10/31/2018</b>						<b>57,083</b>	

FINANCE

**VILLAGE OF WESTON**  
**OPERATING BUDGET STATUS REPORT - CAPITAL EQUIPMENT CIP FUND**  
**October 31, 2018**  
**\*\*\* 17% of Year Remaining \*\*\***

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>	<u>October 2017</u>		
					<u>BUDGET</u>	<u>ACTUAL</u>	<u>PERCENT LEFT</u>
<b>CAPITAL EQUIPMENT CIP FUND:</b>							
SAFER Capital Outlay	235,682	117,260	\$118,422	50.2%	123,730	152,760	-23.5%
Vehicle Outlay	-	-	-	N/A	30,000	-	100.0%
Highway Equipment	35,293	35,293	-	0.0%	35,293	35,293	0.0%
Park Department Equipment	30,000	-	30,000	100.0%	33,500	31,194	6.9%
Transfers to Other Funds	282,197	282,197	-	0.0%	402,271	263,637	34.5%
<b>TOTAL EXPENDITURES</b>	<b>\$583,172</b>	<b>\$434,750</b>	<b>\$148,422</b>	<b>25.5%</b>	<b>\$674,794</b>	<b>\$482,884</b>	<b>28.4%</b>



**REVENUES**

Property Taxes	\$93,326	\$93,326	\$ -	0.0%	\$93,326	\$0	100.0%
State Grants	-	-	-	N/A	25,000	-	100.0%
Equipment Rental Fees	116,700	-	116,700	100.0%	116,700	-	100.0%
Sale of Village Property	46,500	31,218	15,282	32.9%	46,500	-	100.0%
Transfers from Other Funds	120,000	-	120,000	100.0%	85,878	-	100.0%
<b>TOTAL RESOURCES</b>	<b>\$376,526</b>	<b>\$124,544</b>	<b>\$251,982</b>	<b>66.9%</b>	<b>\$367,404</b>	<b>\$0</b>	<b>100.0%</b>



Revenues Over (Under) Expenditures (\$310,206)

**FUND BALANCE ANALYSIS**

Fund Balance, 1/1/18	-
Less: Applied to 2018 CIP Budget	-
Revenues Over (Under) Expenditures	(310,206)
<b>Fund Balance, 10/31/2018</b>	<b>(310,206)</b>

FINANCE

# REQUEST FOR CONSIDERATION

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**Public Mtg/Date:** Finance Committee, December 3, 2018

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**Description:** Accounts Receivable Review and Write-Offs

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**From:** Jessica Trautman, Finance Director

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**Question:** Are there any questions on the outstanding receivables?  
Should the Finance Committee recommend to the Board of Trustees approval of the proposed accounts receivable write offs?

## Background

The accounts receivable subsidiary was requested to be reviewed by the Finance Committee at the 11/5/18 meeting. The attached spreadsheet details what is outstanding as of 11/28/18. The spreadsheet includes the billing date(s), the descriptions of what is outstanding, and the efforts made towards collection. Are there any questions on the outstanding receivables?

We have also reviewed for potential write-offs that fit the criteria of our write-off policy. The spreadsheet of write-offs (attached) is what the Finance Department is proposing to write off. The amounts to be written off with Finance Committee/Board approval are \$759.34.

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**Attached Docs:** Spreadsheet detailing accounts receivable subsidiary  
Spreadsheet of requested write-offs

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**Committee Action:** None.

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**FISCAL IMPACT:** \$759.34 in write-offs

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**Recommendation:** Finance Director recommends.

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## Recommended Language for Official Action

**I recommend that the Board of Trustees approve the accounts receivable write-offs of \$759.34.**

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**Additional action:** None.

**Accounts Receivable Subsidiary**

As of 11/28/18

Cust #	Name	Balance	Future	Current	Over 30	Over 60	Over 120	Over 150	Billing Date(s)	Description	Progress
3	RUNKEL ABSTRACT & TITLE CO	\$ 360.00	-	\$ 400.00	-	-	-	\$ (40.00)		Various 2018 Assessment letters	Current on account
4	WISCONSIN TITLE INC	320.45	-	-	-	-	-	320.45		2013-2016 Penalties/assessment letters	Stmnt Sent 11/6/18
5	COUNTY LAND & TITLE	643.60	160.00	120.00	-	-	-	363.60	2012-2014; 11/2015-3/2016, 2018	Penalties/assessment letters	Stmnt Sent 11/6/18
7	THE CLOSING CO LLC	240.00	80.00	-	40.00	-	-	120.00	6/14/2016, 2/7/18, 2018	Assessment Letters	Stmnt Sent 11/6/18
10	GOWEY ABSTRACT & TITLE CO INC	(20.00)	-	-	-	-	-	(20.00)		9/23/2015 credit goes back to 2015	Will figure out what to do with credit
65	TOWN OF WESTON	65.40	-	65.40	-	-	-	-		11/8/2018 Lightbulbs for Town Office	Working on identifying who pays what with TOW
113	WISCONSIN MHP 6 LLC	8,636.36	-	8,636.36	-	-	-	-	10/16/18, 11/8/18	MHP Fees (Colonial Gardens)	Current on account
130	YANG, BLONG	11,140.34	-	-	-	-	-	11,140.34		10/6/2017 4803 Mesker St Razing	Costs forwarded to attorney in 2017 - asked PlanDev for status
133	EVEREST YOUTH FOOTBALL LEAGUE	857.40	-	857.40	-	-	-	-	10/11/2018	2018 Kennedy Park field layout/painting	Will send stmnt
180	ROTHSCHILD, VILLAGE OF	4,365.06	4,365.06	-	-	-	-	-		11/26/2018 O&M Expenses	Current on account
690	QBE FIRST	(7.55)	-	-	-	-	-	(7.55)		1/6/2014 Tax bill lookup overpayment	Will figure out what to do with credit
887	OPAL, TIM	1,030.00	1,030.00	-	-	-	-	-		11/16/2017 Private well abandonment-3802 Sandy Ln	Not due until 10/31/19 - if not paid will go on 2019 tax roll
937	HAHN, JOSHUA	219.76	-	-	-	-	-	219.76		1/1/2013 Water equip & labor charges	Requesting write-off 12/3 FC
941	MCCLAY ENTERPRISES WAUSAU	64.50	-	-	-	-	-	64.50		1/28/2013 Water OT labor svcs-2406 Radtke Ave	Requesting write-off 12/3 FC
944	FRONTIER COMMUNICATIONS	75.00	75.00	-	-	-	-	-		11/16/2018 Excavation permit# 201801395	Current on account
962	SCHMIDT, ERIC M	475.08	-	-	-	-	-	475.08		3/26/2013 Water parts sales/water labor services/penalties	Requesting write-off 12/3 FC
1134	EVAN MC BAIN	107.01	-	-	-	-	-	107.01		12/16/2013 EE clothing allowance	Sent Stmnt 11/6/18
1167	KNIGHT BARRY TITLE GROUP	160.00	40.00	-	-	40.00	-	80.00	9/27/2016, 2018	Assessment letters	Stmnt Sent 11/6/18
1212	RJS VENTURE INC	9,642.74	-	520.65	520.65	1,041.30	520.65	7,039.49		2017-2018 MHP fees (Stillwater Landing)	Mailed stmnt 11/2/2018
1214	COPELAND BUILDING CORPORATION	(687.95)	-	-	-	-	-	(687.95)		6/1/2015 Overpayment-abandonment of irrigation	Sent letter re: credit 7/12 - no response. Will follow up
1215	PANSCH, JEFFREY	73.10	-	-	-	-	-	73.10		1/13/2015 Traffic Sign Post Repairs + penalties	Mailed stmnt 11/2/2018
1231	LIBERTY MUTUAL INSURANCE CO	1,227.50	-	-	-	-	-	1,227.50		4/22/2015 Car accident damage	Mailed stmnt 11/2/2018
1262	LOWMAN, JASON	575.00	-	-	-	-	-	575.00		9/18/2015 WestonDirect Flyer	Mailed stmnt 11/2/2018
1288	MIDWEST TITLE GROUP	400.00	-	80.00	40.00	-	40.00	240.00		2016-2018 Special assessment letters	Sent Stmnt 11/6/18
1298	FIELDCREST NEIGHBORHOOD ASSOC	120.00	-	-	-	-	-	120.00	6/2/16; 4/21/17; 5/14/18	Water labor svcs: 6001 Fieldcrest Ln	Mailed stmnt 11/2/2018
1340	MORTENSON CONSTRUCTION	4,284.25	4,284.25	-	-	-	-	-		11/15/2018 Ministry Parkway irrigation start-up/repairs	Current on account
1361	Nanotek Device Repair	100.00	-	-	-	-	-	100.00		12/29/2016 Permit fees	Mailed stmnt 11/2/2018
1373	MEERSTEIN, RICHARD A	138.94	-	-	-	-	-	138.94		12/31/2016 12/4/16 Car Accident Damages	Mailed stmnt 11/2/2018
1376	PEREZ, ALEXIS	1,353.71	-	-	-	-	-	1,353.71		3/29/2017 Car Accident Repairs	Mailed stmnt 11/2/2018
1428	ZARDA, JEFFREY & ASHLEY	50.00	-	-	-	-	-	50.00		10/16/2017 4404 Skrzypchak Ln Flag Sign	Mailed stmnt 11/2/2018
1444	ERDMAN, LEONARD & PAULINE	165.00	-	-	-	-	-	165.00		11/8/2017 2017 refuse/recycling fees	On TOW's 2018 tax roll - TOW will pay VOW once rec'd
1452	BOODRY, JADEN	10.77	-	-	-	-	-	10.77		12/27/2017 Water parts sales: 1701 Monterey Ave	Mailed stmnt 11/2/2018
1460	MITCHELL, LYNN	40.00	-	-	-	-	-	40.00		1/4/2018 Water labor svcs: 9103 Buska St	Mailed stmnt 11/21/18
1464	MORROW, CHRISTINE S	20.00	-	-	-	-	-	20.00		2/8/2018 Water labor svcs: 5403 Cherry St	Mailed stmnt 11/21/18
1472	WEISENBERGER, DENNIS	85.00	-	-	-	-	-	85.00		3/15/2018 Delinquent utility bill	On Rothschild 2018 tax roll
1473	Bahnaami Hotel Inc.	50.00	-	-	-	-	-	50.00		3/23/2018 Zoning/Occupancy review fee	Mailed stmnt 11/2/2018
1474	VERCIMAK, JOHN	40.00	-	-	-	-	-	40.00		3/29/2018 Water labor svcs: 5105 Timber St	Mailed stmnt 11/21/18
1485	VANDYKE, WILLIAM	40.00	-	-	-	-	-	40.00		5/16/2018 Water labor svcs: 2310 Hemlock Ave	Mailed stmnt 11/21/18
1502	THE JIG PROPERTIES LLC	30.00	-	-	-	-	-	30.00		6/25/2018 Recording fees	Mailed stmnt 11/2/2018
1525	VERCIMAK, ROBIN & JOANN	145.96	145.96	-	-	-	-	-		11/7/2018 2018 refuse/recycling fees	Current on account
<b>Totals</b>		<b>\$ 46,636.43</b>	<b>\$ 10,180.27</b>	<b>\$ 10,679.81</b>	<b>\$ 600.65</b>	<b>\$ 1,081.30</b>	<b>\$ 560.65</b>	<b>\$ 23,533.75</b>			

**Accounts Receivable Subsidiary**

As of 11/28/18

Cust #	Name	Balance	Over 150	Billing Date(s)	Description	Write-off Amt	Write-off Method	Write-Off Reason
937	HAHN, JOSHUA	219.76	219.76		1/1/2013 Water equip & labor charges	\$ 219.76	Finance Committee	Person no longer lives there - no other info - bring to FC 12/3
941	MCCLAY ENTERPRISES WAUSAU	64.50	64.50		1/28/2013 Water OT labor svcs-2406 Radtke Ave	\$ 64.50	Finance Committee	Out of business - almost older than 6 years - bring to FC 12/3
962	SCHMIDT, ERIC M	475.08	475.08		3/26/2013 Water parts sales/water labor services/penalties	\$ 475.08	Finance Committee	Person no longer lives there - no other info - bring to FC 12/3
<b>Totals</b>		<b>\$ 759.34</b>	<b>\$ 759.34</b>					

**Write-Offs**  
**\$ 759.34 Finance Committee**

# REQUEST FOR CONSIDERATION

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<b>Public Mtg/Date:</b>	Finance Committee,
<b>Description:</b>	Legal action against the Department of Revenue for personal property aid payments.
<b>From:</b>	Mark Maloney, Village Trustee
<b>Question:</b>	Should the Finance Committee recommend to the Board of Trustees the Village pursue legal action against the Department of revenue for personal property aid loss.

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## Background

On September 21, 2017 Governor Walker Signed into law Wis. Act 59. With this act the Village no longer would receive personal property tax on Category 2 – Machinery tools and equipment property. Because of the revenue loss municipalities would experience with the new law, they added new language that required the Wis. Department of Revenue to figure out a way to make the municipality whole for the year 2019. Revenue for this loss of personal property tax would then be frozen at the 2019 level for all subsequent years, without any other changes through legislation. The Wisconsin Department of Revenue used a “representative ratio for each municipality” to determine the amount of aid distributed to each municipality and each TIF district.

Currently the City of Mosinee has filed suit against the Wisconsin Department of Revenue. No one else has filed suit against the state. Per email with Curt Witynski, Deputy Executive Director of the League of Wisconsin Municipalities, on October 30, fourteen Urban Alliance finance directors and municipal officials met with the Wisconsin Department of Revenue to discuss the issue. There was no resolution, but the state is considering calculating the 2020 personal property tax aid distribution using a more detailed approach. An additional follow up e-mail from Mr. Witynski indicates the sentiment that the legislature may move forward with eliminating all personal property tax.

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<b>Attached Docs:</b>	Calculation of approximate loss of revenue from state Email from Witynski
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<b>Committee Action:</b>	None.
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<b>FISCAL IMPACT:</b>	None.
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<b>Recommendation:</b>	None.
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## Recommended Language for Official Action

### Finance Committee:

**I recommend that the Board of Trustees pursue legal action against the Department of Revenue for personal property tax loss**

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# REQUEST FOR CONSIDERATION

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OR

I recommend that the Board of Trustees do not pursue legal action against the Department of Revenue for personal property tax loss

OR

The committee can choose not to make a recommendation.

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Additional action: None.

Village of Weston - Personal Property tax - Cat 2

	Assessed Value		2017 Rate	
TIF increment - Cat 2****	5,530,500.00 / 1,000 =	5530.5 x	21.29 =	117,744.35
All other Assessed - Cat 2****	5,777,300.00 / 1,000 =	5777.3 x	6.34 =	36,628.08
Total PPTX assessed in 2017 - 11	11,307,800.00			<u>154,372.43</u>
		Total Amount per State		50,613.86
				3,923.69
				<u>56,599.50</u>
				<u>111,137.05</u>
****This assumes no base value, further investigation needed to find this number.		Loss		<u><u>43,235.38</u></u>



**From:** Curt Witynski <[witynski@lwm-info.org](mailto:witynski@lwm-info.org)>  
**Sent:** Tuesday, November 27, 2018 4:25 PM  
**To:** Keith Donner <[kdonner@westonwi.gov](mailto:kdonner@westonwi.gov)>  
**Cc:** Jessica Trautman <[jtrautman@westonwi.gov](mailto:jtrautman@westonwi.gov)>  
**Subject:** RE: Personal Property Tax Reimbursement Legislation

Hi Keith: Good to hear from you. My comments/responses to your questions are written in red following your questions below:

*Curt*

Curt Witynski, J.D.  
Deputy Executive Director  
League of Wisconsin Municipalities  
(608) 267-3294  
[www.Lwm-info.org](http://www.Lwm-info.org)

**From:** Keith Donner [<mailto:kdonner@westonwi.gov>]  
**Sent:** Tuesday, November 27, 2018 4:02 PM  
**To:** Curt Witynski <[witynski@lwm-info.org](mailto:witynski@lwm-info.org)>  
**Cc:** Jessica Trautman <[jtrautman@westonwi.gov](mailto:jtrautman@westonwi.gov)>  
**Subject:** Personal Property Tax Reimbursement Legislation

Hi Curt:

It is my understanding that 2 Marathon County municipalities – the Village of Athens and City of Mosinee – have retained a local attorney and are preparing a lawsuit in response to the method and/or amount of reimbursement which municipalities will be receiving to compensate for the revenue lost from the personal property tax exemption adopted in the 2018 state legislative session. Can you clarify the following for me:

1. Does the amount of reimbursement keep a municipality whole for the taxes previously collected on the personal property that is now exempted? **That was the legislative intention, but for a couple of reasons that isn't the reality. The amount of aid will likely not equal the total amount of personal property that businesses in your community claim is now exempt. The exemption is broadly written to apply to machines and patterns. The state set aside \$74 million for aid to local governments. However, that amount will likely turn out to be insufficient since it was based on a narrower reading of the exemption. Another reason the aid may fall short is that DOR used a ratio method to calculate the payment to each taxing jurisdiction rather than using actual 2017 code 2 values of the personal property now exempt that existed in each jurisdiction and actual taxes collected, including TIF districts. As a result, other taxing jurisdictions, like the county and school district might receive personal property aid that should be going to a TIF district. That is why Mosinee and Athens are suing. Not all communities got hit with a shortfall of aid payments. The ratio method may have worked just fine for them. Their TIDs may not have had a disproportionate amount of the community's code 2 now exempt personal property.**
2. If not what is the approximate rate of reimbursement? (Our estimate is that the reimbursement rate is not 100% of the previous tax previously collected on this personal property) **This varies by community, but it was supposed to be 100%. For the reasons spelled out above, that may not be the case in many communities.**

3. Can a municipality only apply their reimbursement amounts to their general fund rather than proportionately to their general fund and TIF District(s)? The payment you receive in 2019 will indicate what amount is for the municipality (the general fund) and what amount is for the TIDs in the community.

Perhaps you have other information about this topic that is potentially going to be revisited in the 2019 legislative session? Any insight you may have on this would be appreciated. I am having a hard time understanding what the issue may be, aside from not getting 100% recovery of lost personal property tax. Our Finance Committee will be taking up discussion of whether to join in the lawsuit at their meeting of 12/03. I've pasted below an update I sent to Urban Alliance Finance Directors a few weeks ago following a meeting we had with DOR staff on October 30 on this issue.

Urban Alliance Finance Directors: Yesterday, fourteen Urban Alliance finance directors and other interested municipal officials met with DOR Secretary Rick Chandler and Julie Raes, Valeah Foy, and Mike Wagner from DOR on distribution of personal property aid payments. Sec. Chandler explained how and why the department chose to calculate the 2019 personal property aid payments in the manner it did. He acknowledged that the ratio method the department used resulted in some TIDs in some communities being shorted and also resulted in other taxing jurisdictions receiving aid that should have gone to the TIDs. He reported that 56 communities chose to take advantage of an option that DOR offered a couple of weeks ago to shift all or part of the community's personal property aid payment to its TID or TIDs with the ability to increase the community's levy to make up the difference. The deadline for taking advantage of that option was a very tight 4-5 days.

The following bullet points summarize what we learned from yesterday's discussion:

- Some communities didn't respond to the offer to shift their personal property aid payments to their TIDs because insufficient time was given to obtain governing body approval or the TID shortfall was minor.
- Other communities declined to shift personal property aid payments from the community's general fund to a TID because they didn't want to lose the aid payments when the TID closes. According to DOR's interpretation of the personal property aid statutory language, once a TID closes the personal property aid payments being sent to the TID evaporate and do not transfer to the community. (Note: The League intends to work with legislators to change this part of the law. We want personal property aid payments to transfer to the community after a TID closes, which is how computer aid payments are treated. It's unclear what our chances of success are.)
- DOR staff has not yet decided how it will calculate the 2020 personal property aid payments. Staff believes it has two options: 1) use the same ratio method as it did for calculating 2019 payments, which means some TIDs will be shorted and some counties and school districts' payments will be higher than they should be; or 2) using a more detailed approach of determining actual 2017 code 2 personal property values for each taxing jurisdiction. The advantage to using the same method as it did this time is that DOR could avoid requiring all taxing jurisdictions to report to DOR 2017 code 2 personal property values and taxes collected. Almost all communities represented at the meeting said they would have no issue with filing such information with DOR. DOR is concerned that many small jurisdictions would not readily and easily comply with the reporting requirement.
- DOR said that they would need to begin the process of collecting the relevant 2017 personal property taxes information from each taxing jurisdiction soon in order to preserve the more

accurate method of calculating the personal property aid payments for 2020. The League urged them to do exactly that.

- Attendees thanked Secretary Chandler for the meeting and several politely suggested that department staff should consider submitting their ideas for implementing new policy changes to municipal finance directors and other staff for feedback on the practical implications of their proposed method of implementation.

I invite anyone who attended yesterday's meeting to add to my summary and or make any comments or observations you may have.

Curt Witynski, J.D.  
Deputy Executive Director  
League of Wisconsin Municipalities  
(608) 267-3294  
[www.Lwm-info.org](http://www.Lwm-info.org)

Keith

[Keith Donner, P.E.](#)  
Director of Public Works & Utilities – Acting Administrator  
[Village of Weston](#)  
5500 Schofield Ave Weston, WI 54476  
p. 715.359.6114 | f 715.359.6117 | m. 715-574-1537

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# REQUEST FOR CONSIDERATION

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**Public Mtg/Date:** Finance Committee,

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**Description:** CIP

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**From:** Jessica Trautman, Finance Director

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**Question:** Are there any projects the Finance Committee would like to see removed, added, reprioritized from the 2019-2021 project list

## Background

Staff has been working on a Capital Improvement Plan for the next 5 years. Attached is a copy of the projects along with the anticipated costs for years 2019-2021. We are looking at having officials prioritize projects, so staff can work on narrowing down the amount of funds we need to borrow.

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**Attached Docs:** CIP list, a link to a document that further details what is entailed with each project.

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**Committee Action:** None.

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**FISCAL IMPACT:** None.

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**Recommendation:** None.

## Recommended Language for Official Action

**The Committee recommends the projects as proposed with the following changes....**

OR

**The committee does not have to recommend anything.**

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**Additional action:** None.

<https://westonwi.gov/DocumentCenter/View/6067/181127-Project-Detail-for-2019-and-2020-projects>

Village of Weston, Wisconsin  
**CAPITAL IMPROVEMENTS PROGRAM**  
 2019 thru 2023

**PROJECTS BY FUNDING SOURCE**

Source	Project #	2019	2020	2021	2022	2023	Total
<b>Capital Equipment</b>							
Plow Truck 9 (2015-19)	EQ15-Truck9	40,609					40,609
Mini Excavator	EQ16-MiniEx	3,328	3,328	1,661			8,317
Plow Truck 70 (2016-20)	EQ16-Truck70	40,245	40,245				80,490
Plow/Leaf Truck 60 (2017-21)	EQ17-Truck60	50,137	50,137	50,137			150,411
Asphalt Hot Patcher	EQ19-AsphPa	30,000					30,000
Salt Brine Tank	EQ19-BrTnk	25,000					25,000
Track Excavator 106	EQ19-EX106	180,000					180,000
Fertilizer/Weed Sprayer Buggy	EQ19-Fert	12,000					12,000
Property Inspector Vehicle	EQ19-PropIns	36,000					36,000
Parks Replacement Trailer	EQ19-Trl	5,000					5,000
Plow Truck 17	EQ19-Truck17	205,000					205,000
Zero Turn Mower	EQ19-ZTM	17,000					17,000
Skid Steer	EQ20-Skid		60,000				60,000
One Ton Truck 21	EQ20-Truck21		40,000				40,000
Plow Truck 29	EQ20-Truck29		232,000				232,000
Pickup Truck 55 (Sign Truck)	EQ20-Truck55		47,000				47,000
<b>Capital Equipment Total</b>		<b>644,319</b>	<b>472,710</b>	<b>51,798</b>			<b>1,168,827</b>
<b>Contributions-Town of Weston</b>							
Ross Ave and Kramer Ln (River Bend to Quentin)	PW21-Ross		40,000	960,000			1,000,000
<b>Contributions-Town of Weston Total</b>			<b>40,000</b>	<b>960,000</b>			<b>1,000,000</b>
<b>Fund Balance - CIP Proj.</b>							
Kellyland Play Structure Upgrades	AC19-KelPISt	40,000					40,000
Utility Crossings of River at Ryan St	EF20-ECRXING	19,500	468,475				487,975
A/E Services for Public Safety Updates	GG19-PSA/E	100,000					100,000
Safety Building Floor Drain Repair	GG19-PSDrain	30,000					30,000
Safety Building Rooftop Unit Insulation	GG19-PSInsu	17,000					17,000
Paint and Seal Masonry at Public Safety Building	GG19-PSMason	9,000					9,000
Safety Building Roof Repairs	GG19-PSRoof	61,000					61,000
Evidence Storage and Armory Expansion	GG20-PSEvid		150,000				150,000
Public Safety Locker Rooms	GG20-PSShow		150,000				150,000
Ryan St Building Updates	GG20-RyanSt		160,000				160,000
New Municipal Center	GG21-MunCen	100,000	400,000	12,500,000			13,000,000
Bollard/Planter Repairs	PR19-Bol/Pla	20,000					20,000
2019 Landscaping Brick Repairs	PR19-BRKRRep	50,000					50,000
Dog Park Fencing	PR19-DogPrk	12,000					12,000
Kennedy Park Shelter Upgrades	PR19-KenShel	20,000					20,000
Kennedy Park Warming House	PR19-KenWH	15,000					15,000
Park Office Repairs	PR19-OffRep	10,000					10,000
Yellow Banks Restroom Replacement	PR19-YB-BR	150,000					150,000

Source	Project #	2019	2020	2021	2022	2023	Total
2020 Landscaping Brick Repairs	PR20-BRKRep		50,000				50,000
Dugout updates at Machmueller and Robinwood	PR20-Dug		15,000				15,000
Backstop fencing replacement at Kennedy	PR20-KenBack		24,000				24,000
Replace Kennedy Restroom Facility	PR20-KenRR		80,000				80,000
Park Shelter and Bathroom Painting	PR20-Paint		10,000				10,000
Robinwood Play Structure Upgrade	PR20-RWPlay		40,000				40,000
Yellowbanks Shelter Roof	PR20-YBShRf		8,000				8,000
SAFER 2019 Equipment	PS19-SAFER	315,000					315,000
SAFER 2020 Equipment	PS20-SAFER		510,000				510,000
Crestwood Acres - (Rodney/Kirk/Douglas Area)	PW19-Crest	1,303,252					1,303,252
2019 Curb Repairs	PW19-Curb	50,000					50,000
2019 Asphalt Overlays	PW19-Overlay	100,000					100,000
2019 Schofield Ave Concrete Repairs	PW19-Scho	200,000					200,000
Weston School-Arrow/Sunset/S.Timber/Kennedy/VonK	PW19-School	1,247,883					1,247,883
Birch St (Cross Pointe to Shorey)	PW20-BirchS	47,674	1,144,165				1,191,839
Kramer Ln - Gusman to Trotzer	PW20-Kraemer		70,000				70,000
2020 Asphalt Overlays	PW20-Overlay		100,000				100,000
Park Ridge Subdiv - Setter/Boxer/Labrador/Shepherd	PW20-ParkRid	51,000	1,218,000				1,269,000
Ryan St - Commerce to Weston Ave	PW20-Ryan		120,000				120,000
E Jelinek and Von Kanel	PW21-EJEL-VK		45,500	1,091,500			1,137,000
Howland Ave (Brolta to CTH X)	PW21-Howland		14,979	359,489			374,468
Ross Ave and Kramer Ln (River Bend to Quentin)	PW21-Ross		20,000	480,000			500,000
<b>Fund Balance - CIP Proj. Total</b>		<b>3,968,309</b>	<b>4,798,119</b>	<b>14,430,989</b>			<b>23,197,417</b>

### Fund Balance - Pool

Aquatic Center - Domestic Water Heater Replacement	AC19-DWH	25,000					25,000
Aquatic Center - Pool Filter Covers	AC19-Filters	7,000					7,000
Aquatic Center - Pool Heater	AC19-PH	30,000					30,000
Aquatic Center - Slide Post/Ropes	AC19-Ropes	10,000					10,000
Aquatic Center - Sand Play Area Equipment	AC19-SandEq	50,000					50,000
Aquatic Center - Check Valves	AC19-Valves	12,000					12,000
Aquatic Center - Drop Slide Repairs	AC20-DSRep		10,000				10,000
Aquatic Center - Electrical Connection Upgrades	AC20-Elec		10,000				10,000
Aquatic Center - Heat Filter Room	AC20-FillRM		25,000				25,000
Aquatic Center - Funbrella Replacements	AC20-Funbrel		5,000				5,000
Aquatic Center - Pool Pumps/housings/impellers	AC20-Impell		20,000				20,000
Aquatic Center - Lifting Crane for Pool Motors	AC20-Lift		10,000				10,000
Aquatic Center - Log Slice Repairs	AC20-Logs		27,000				27,000
Aquatic Center - Parking Lot Repairs	AC20-Parking		20,000				20,000
Aquatic Center - Pool Surface Repairs	AC20-PoolSu		150,000				150,000
Aquatic Center - Shower Upgrades	AC20-Shower		19,000				19,000
<b>Fund Balance - Pool Total</b>		<b>134,000</b>	<b>296,000</b>				<b>430,000</b>

### Grants

Kayak Launch at CTH J	PR20-CTHJ		280,000				280,000
Kramer Ln - Gusman to Trotzer	PW20-Kraemer		65,000				65,000
<b>Grants Total</b>			<b>345,000</b>				<b>345,000</b>

### Refuse and Recycling Fund

Plow/Leaf Truck 60 (2017-21)	EQ17-Truck60	25,068	25,068	25,068			75,204
Plow Truck 29	EQ20-Truck29		92,500				92,500

Source	Project #	2019	2020	2021	2022	2023	Total
Ryan St Access Control	GG19-RyanSt	30,000					30,000
<b>Refuse and Recycling Fund Total</b>		<b>55,068</b>	<b>117,568</b>	<b>25,068</b>			<b>197,704</b>

### Sale of Property Proceeds

Asphalt Hot Patcher	EQ19-AsphPa	5,000					5,000
Track Excavator 106	EQ19-EX106	10,000					10,000
Plow Truck 17	EQ19-Truck17	10,000					10,000
Zero Turn Mower	EQ19-ZTM	5,000					5,000
One Ton Truck 21	EQ20-Truck21		5,000				5,000
Plow Truck 29	EQ20-Truck29		20,000				20,000
Pickup Truck 55 (Sign Truck)	EQ20-Truck55		3,000				3,000
<b>Sale of Property Proceeds Total</b>		<b>30,000</b>	<b>28,000</b>				<b>58,000</b>

### Sewer Fund

Cedar Creek Interceptor Access	EF19-Cedar	325,000					325,000
Harlyn Ave Lift Station	EF19-Harlyn	325,000					325,000
Lift Station SCADA Integration	EF19-SCADA	100,000					100,000
Utility Crossings of River at Ryan St	EF20-ECRXING	21,250	509,875				531,125
Trisha/Tonya Lift Station	EF20-TrishaT		325,000				325,000
Mini Excavator	EQ16-MiniEx	3,328	3,328	1,662			8,318
Crestwood Acres - (Rodney/Kirk/Douglas Area)	PW19-Crest	480,176					480,176
Weston School-Arrow/Sunset/S.Timber/Kennedy/VonK	PW19-School	167,694					167,694
Birch St (Cross Pointe to Shorey)	PW20-BirchS	4,232	101,569				105,801
Park Ridge Subdiv - Setter/Boxer/Labrador/Shepherd	PW20-ParkRid	2,327	55,867				58,194
E Jelinek and Von Kanel	PW21-EJEL-VK		16,000	382,000			398,000
Ross Ave and Kramer Ln (River Bend to Quentin)	PW21-Ross		12,000	300,000			312,000
<b>Sewer Fund Total</b>		<b>1,429,007</b>	<b>1,023,639</b>	<b>683,662</b>			<b>3,136,308</b>

### Storm Water Utility Fund

Utility Crossings of River at Ryan St	EF20-ECRXING	2,700	64,700				67,400
TMDL Modeling	EF20-TMDL	10,000	60,000				70,000
Mini Excavator	EQ16-MiniEx	3,328	3,328	1,661			8,317
Crestwood Acres - (Rodney/Kirk/Douglas Area)	PW19-Crest	393,959					393,959
Weston School-Arrow/Sunset/S.Timber/Kennedy/VonK	PW19-School	377,223					377,223
Birch St (Cross Pointe to Shorey)	PW20-BirchS	11,347	272,332				283,679
Park Ridge Subdiv - Setter/Boxer/Labrador/Shepherd	PW20-ParkRid	15,278	366,694				381,972
E Jelinek and Von Kanel	PW21-EJEL-VK		13,500	318,500			332,000
Howland Ave (Brolta to CTH X)	PW21-Howland		1,855	44,526			46,381
Ross Ave and Kramer Ln (River Bend to Quentin)	PW21-Ross		4,000	95,000			99,000
<b>Storm Water Utility Fund Total</b>		<b>813,835</b>	<b>786,409</b>	<b>459,687</b>			<b>2,059,931</b>

### Water Fund

Alta Verde Well Updates	EF19-AltaVer	100,000					100,000
Sternberg Well Upgrades	EF19-Stern	50,000					50,000
Utility Crossings of River at Ryan St	EF20-ECRXING	19,750	473,750				493,500
SCADA Upgrade	EF20-SCADA		30,000				30,000
Well #7 - Camp Phillips Road	EF20-Well		1,000,000				1,000,000
Mini Excavator	EQ16-MiniEx	3,328	3,328	1,662			8,318
Crestwood Acres - (Rodney/Kirk/Douglas Area)	PW19-Crest	553,523					553,523

Source	Project #	2019	2020	2021	2022	2023	Total
Weston School-Arrow/Sunset/S.Timber/Kennedy/VonK	<i>PW19-School</i>	386,836					<i>386,836</i>
Birch St (Cross Pointe to Shorey)	<i>PW20-BirchS</i>	8,251	198,013				<i>206,264</i>
Park Ridge Subdiv - Setter/Boxer/Labrador/Shepherd	<i>PW20-ParkRid</i>	5,366	128,803				<i>134,169</i>
E Jelinek and Von Kanel	<i>PW21-EJEL-VK</i>		19,000	454,000			<i>473,000</i>
Ross Ave and Kramer Ln (River Bend to Quentin)	<i>PW21-Ross</i>		19,000	445,000			<i>464,000</i>
<b>Water Fund Total</b>		<b>1,127,054</b>	<b>1,871,894</b>	<b>900,662</b>			<b><i>3,899,610</i></b>
<b>GRAND TOTAL</b>		<b>8,201,592</b>	<b>9,779,339</b>	<b>17,511,866</b>			<b><i>35,492,797</i></b>

**Report criteria:**

All Account Number data

All Categories

All Contacts

All Criteria data

All Priority Levels

All Source Types

Department: Conservation & Development or Culture & Recreation or Enterprise Funds or General Government or Health & Human Services or Public Safety or Public Works

Selected Projects

Status: Active

Type: E or F or L or S or U or Z



# REQUEST FOR CONSIDERATION

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**Public Mtg/Date:** Finance Committee, December 3, 2018

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**Description:** Foremost monies designation

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**From:** Jessica Trautman, Finance Director

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**Question:** Should the Village Board assign the balance of Foremost monies to a specific purpose

## Background

In May the Village received \$300,000 from Foremost Farms in settlement of a contract dispute. We have used \$134,000 to balance this year's budget overages leaving \$166,000 in contingency. If nothing is done, the \$166,000 will roll into unassigned fund balance. Once it is in fund balance it takes board action to use it.

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**Attached Docs:** None

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**Committee Action:** None.

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**FISCAL IMPACT:** None.

---

**Recommendation:** None.

## Recommended Language for Official Action

**The Committee recommends the Village Board assign the Foremost monies to a project**

OR

**The Committee makes no recommendation**

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**Additional action:** None.

# REQUEST FOR CONSIDERATION

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**Public Mtg/Date:** Finance Committee,

---

**Description:** Budget adjustments

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**From:** Jessica Trautman, Finance Director

---

**Question:** How should the Finance Department treat budget overages in departments

## Background

In the past the Finance department has gone through the budget status reports and has done budget adjustments to more properly align the budget with actual expenditures. Wis Stats. 65.90 prohibits any expenditures exceeding the appropriation for a specific purpose at the adopted level of the budget (ie by departments/funds as showed on our budget publication and resolutions). We have historically gone into further detail and have moved the budget within departments to specific lines.

---

**Attached Docs:** None.

---

**Committee Action:** None.

---

**FISCAL IMPACT:** None.

---

**Recommendation:** None.

## Recommended Language for Official Action

Not looking for an official action, just a preference from the Finance Committee

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**Additional action:** None.

# REQUEST FOR CONSIDERATION

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**Public Mtg/Date:** Finance Committee,

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**Description:** 2017 Audited Financial Statements

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**From:** Jessica Trautman, Finance Director

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**Question:** Should the Finance Committee recommend to the Board of Trustees acceptance of the 2017 Audited Financial Statements

## Background

Hawkins Ash was here back in May auditing the Village books, after receiving SAFER's Financial Statements November 12<sup>th</sup> we were able to finalize our audit.

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**Attached Docs:** Highlights of the 2017 Financial Statements, link to the full Financial Statements is below.

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**Committee Action:** None.

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**FISCAL IMPACT:** None.

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**Recommendation:** Finance Director recommends

## Recommended Language for Official Action

**Finance Committee: I recommend that the Board of Trustees Accept the 2017 Financial Statements.**

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**Additional action:** None.

Link to Financial Statements

<http://www.westonwi.gov/DocumentCenter/View/6063/2017-Financial-Statements>

# REQUEST FOR CONSIDERATION

## 2017 Financial Highlights

1. Total Governmental Fund balance increased \$281,873.
2. Total Utility Net Position increased \$526,576. The increase in net position was attributed to capital contributions which totaled 565,357.
3. General Fund balance increased \$13,692.
4. The Fund balance in the Debt Service fund decreased \$316,985, fund balance in CDA – TIF #1 decreased \$2,638,355. The decrease in the Debt Service is because we are not levying enough to pay our debt, the General fund is advancing the cash for principal and interest payments. We anticipate the deficit growing in 2018, it will reverse in 2019. Decrease in the CDA fund balances reflects the change in required debt service reserves that decreased with the issue of the new debt.
5. The large transfers in Debt Service and CDA-TIF#1 reflect the refunding of the debt, the proceeds were receipted in the CDA-TIF#1, then transferred to Debt Service to pay the debt.
6. Total Revenues of the General fund came in about \$3,982 below budget, expenditures came in \$111,700 below budget also leaving the Village \$107,718 better than budgeted. Because the Village planned to decrease fund balance \$93,756, total increase to fund balance is only \$13,962. A couple reasons for the variance in expenditures is:
  - a. A larger increase in wages was budgeted for than what was given
  - b. Health insurance had a higher increase budgeted than actual

# REQUEST FOR CONSIDERATION

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**Public Mtg/Date:** Finance Committee, December 3, 2018

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**Description:** Public Depository Designation, Resolution #2018-055

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**From:** Jessica Trautman, Finance Director

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**Question:** Should the Finance Committee recommend to the Board of Trustees approval of Resolution 2018-055 to designate the public depositories of the Village?

## Background

The Village does not currently have a resolution designating the public depositories of the Village. Per state statute 34.05(1), the governing board should designate one or more public depositories for public funds. Adopting this resolution will designate where the Finance Director is allowed to deposit Village funds.

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**Attached Docs:** None

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**Committee Action:** None.

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**FISCAL IMPACT:** None.

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**Recommendation:** Finance Director recommends.

## Recommended Language for Official Action

**I recommend that the Board of Trustees approve Resolution #2018-055, to designate public depositories for the Village.**

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**Additional action:** None.

**VILLAGE OF WESTON, WISCONSIN  
RESOLUTION NO. 2018-055**

**A RESOLUTION DESIGNATING THE PUBLIC DEPOSITORIES OF THE VILLAGE  
OF WESTON**

RESOLVED, by the Board of Trustees of the Village of Weston, Wisconsin, that the following banking institutions or their successors:

Associated Bank, Weston, Wisconsin  
Abby Bank, Weston, Wisconsin  
BMO Harris Bank, Weston, Wisconsin  
Brokaw Credit Union, Weston, Wisconsin  
Cloverbelt Credit Union, Weston, Wisconsin  
Connexus Credit Union, Weston, Wisconsin  
Covantage Credit Union, Weston, Wisconsin  
Intercity State Bank, Weston, Wisconsin  
Nicolet, Wausau, Wisconsin  
People State Bank, Weston, Wisconsin  
River Valley Bank, Weston, Wisconsin  
U.S. Bank, Weston, Wisconsin  
Wisconsin Local Government Investment Pool, State of Wisconsin

qualified as depositories under Chapter 34 of the Wisconsin Statutes, shall be and are hereby designated until further action as public depositories for all monies coming into the hands of the Village Finance Director/Treasurer of the Village of Weston, Wisconsin, and all other Village officers included in the provisions of Chapter 34 of the Wisconsin Statutes.

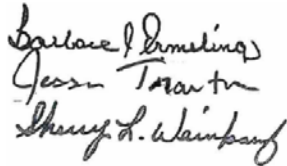
RESOLVED FURTHER, that Intercity State Bank, Weston, Wisconsin, be designated as the working bank for June 30, 2018 through June 30, 2021 and that the Village Board and the Village Finance Director/Treasurer be authorized and directed to distribute the Village funds.

RESOLVED FUTURE, that the Village Finance Director/Treasurer be hereby instructed to deposit Village funds only in such institutions as may be approved by the State of Wisconsin Investment Board and are eligible to receive public funds.

RESOLVED FURTHER, that withdrawal or disbursement from any of the above-named depositories shall be by order check, written wire transfer, telephone wire transfer, or other money transfer techniques, and, in the case of savings accounts, by savings withdrawal form, as provided in Section 66.0607 of the Wisconsin Statutes. Written and telephone wire transfers shall be in accordance with the named depositories guidelines and shall only be made by authorized personnel. In accordance therewith all order check forms, be signed the following persons:

Barbara Ermeling, Village President  
Jessica Trautman, Village Finance Director/Treasurer  
Sherry Weinkauff, Village Clerk

RESOLVED FURTHER, that in lieu of their personal signatures, the following signatures, which have been adopted by them as below shown:



Handwritten signatures of Barbara Ermeling, Jessica Trautman, and Sherry D. Weinkauff.

may be affixed on such order checks that any one of the above-named depositories shall be fully warranted and protected in making payment on any other check bearing such facsimiles notwithstanding that the same may have been placed thereon without the authority of the designated person or persons. Passed and adopted by the Board of Trustees of the Village of Weston this 17th day of December 2018.

By: \_\_\_\_\_  
BARBARA ERMELING, President

ATTEST:

By: \_\_\_\_\_  
SHERRY WEINKAUF, Clerk