

Village of Weston, Wisconsin
OFFICIAL PROCEEDINGS OF THE FINANCE COMMITTEE

held on Monday, June 4, 2018 at 6:15 p.m. and/or immediately following Tourism Commission;
in the Board Room at the Municipal Center, Chairperson Maloney presiding.

AGENDA ITEMS.

1. Call to Order & Welcome by Chairperson Maloney.

Meeting called to order at 7:14 p.m. by Finance Committee Chairperson Maloney.

2. Roll Call by Recording Secretary.

Roll call indicated 4 members present

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

Village Staff in attendance: Pinsonneault, Donner, Higgins, Trautman, and Trittin. Three people in the audience to include Wally Sparks and Barb Ermeling.

3. Approval of minutes from previous meetings: May 7, 2018

Motion by Yaeger, second by Sukup, to approve previous meeting minutes from May 7, 2018.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

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

4. Public Comments.

None.

ACKNOWLEDGE WORK PRODUCT TRANSMITTALS.

5. Acknowledge April 2018 Budget Status Report – All Funds

Motion by Sukup, second by Yaeger, to acknowledge April 2018 Budget Status Report- All Funds.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

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

6. Acknowledge December 2017 Budget Status Reports- All Funds

Motion by Yaeger, second by Sukup, to acknowledge December 2017 Budget Status Reports-All Funds

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

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

7. Acknowledge 2017 Village Draft Financial Statements

Motion by Ziegler, second by Yaeger, to acknowledge 2017 Village Draft Financial Statements

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

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

8. Acknowledge Baker Tilly Finance Department Audit

Motion by Sukup, second by Ziegler, to acknowledge Baker Tilly Department Audit

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

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

EDUCATIONAL PRESENTATIONS & REPORTS.

9. Capital Improvement Plan

Donner suggested deferring until next meeting but stated that a formal capital improvement plan has not been adopted since 2009. Donner will email out a list of projects in mind.

POLICY ISSUES – DISCUSSIONS/RECOMMENDATIONS.

10. Accept Draft Water Rates as Recommended by PSC and Recommend Village Board Schedule Public Hearing

Donner stated the proposal is a 2-step increase. One step would be implemented following the public hearing by the PSC. The second step would be implemented after we have booked our meter replacement project to a fixed asset. The present rates, cost of service and proposed rates schedule was reviewed. No proposed increase in public fire protection rates. Industrial customers are going to incur a majority of the increase as opposed to the residential customers. It is recommended that our rate of return be at 4%. Donner would like to propose to the PSC for the multifamily account be billed the same as the commercial account and use a declining block rate. Yaeger was concerned with the rate increase for industrial and doesn't want to see a business leave Weston due to the increase. A rate schedule was shown to demonstrate what resident rate would increase to. Trautman stated our current rate of return is 1.7% and the goal is 4% and that is why the high increase.

Motion by Yaeger, second by Maloney to accept draft water rates as recommended by PSC with Donner's request of the multifamily account use a declining block rate and recommend Village Board schedule public hearing

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

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

11. Discussion on Investment Firms

Trautman stated that it is not a good time to build a relationship with an investment firm. She also stated that a CDA investment was sold with a loss of \$35,000. It was stated that we will make that up in two years.

12. Discussion on Cable Franchise Fees

Maloney wanted to discuss the concept of the cable franchise fee. Maloney is troubled with the cable franchise fees. \$174,000 is collected in revenue annually.

13. Discussion and Recommendation re: ATC Loan and Contract

Trautman reviewed the loan that was approved at the last board meeting. There are several options to use the \$2.5 million that was approved to be borrowed and the options were presented. There is an unsigned contract with ATC. Looking for the village president to sign the contract as time is of the essence. Estimated rates from Intercity and CoVantage were

presented with a 5 and 10- year rates. The budget status for the TIF fund was discussed. There is enough TIF 1 surplus that we wouldn't have to borrow. Sukup does not think there is a reason to borrow \$2 million if we have money on hand. Trautman suggested using \$1.5 million from our fund balance and borrowing \$1 million. There was discussion on paying off the loan early if there is no penalty.

Motion by Yaeger, second by Ziegler to recommend Village Board approval of ATC Loan with the terms of a 3 year note of \$2M with no pre-payment penalty

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

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

14. Discussion on Budget and Budget Planning

Looking to have the budget process run more smoothly this year and seeking suggestions to assist in making this happen. Sukup and Ermeling suggested summarizing the changes on a separate sheet so they can be identified easier.. Trittin asked for preference on having more special meetings or taking on small pieces of the budget at each meeting. Ziegler suggested taking a piece of each budget at every meeting.

RESOLUTIONS/ORDINANCES.

FUTURE ITEMS.

15. Next meeting date(s):

- a. Regular Meeting- Monday, July 2 @ 6:15 p.m.
- b. Regular Meeting- Monday, August 6 @6:15 p.m.
- c. Regular Meeting- Monday, September 4 @ 6:15 p.m.
- d. Regular Meeting- Monday, October 1 @ 6:15pm
- e. Special Budget Meeting- Monday, October 29 @ 6:00 p.m.
- f. Regular Meeting- Monday, November 5 @ 6:15 p.m.
- g. Regular Meeting- Monday, December 3 @ 6:15 p.m.

16. Topics for future meetings.

- a. 2019 Budget and CIP Budget
- b. SAFER Lease

16. Remarks from Staff

18. Remarks from Committee Members

19. Announcements.

- a. June 08, 2018 @ 5:00 p.m.- All Officials/Employee Spring Picnic
- b. June 13, 2018 @11:30 a.m.- All Staff Luncheon

ADJOURNMENT (Ziegler, Yaeger to adjourn meeting)

Motion by Ziegler, second by Yaeger to adjourn the Finance Committee meeting

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

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

Maloney adjourned the Finance Committee meeting at 8:08 p.m.

Next meeting is scheduled for Monday, July 2, 2018.

Sara Pinsonneault, Recording Secretary