



Village of Weston, Wisconsin

ATTENTION – NOTICE OF PUBLIC MEETING

- Meeting of: **FINANCE & HUMAN RESOURCE COMMITTEE (F&HR)**
- F&HR Members: **Ermeling [C], Farar, Hackbarth, Maloney [VC], Meinel, Olson & Vacant**
- Date/Time: **Monday, July 21, 2025 @ 5:00 p.m.**
- Location: **Weston Municipal Center (4747 Camp Phillips Rd) – 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.
- Attendance: All Village officials are encouraged to attend. Trustees, 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
715-359-6114

This notice was posted at the Municipal Center and was e-mailed to local media outlets (Print, TV, and Radio) on 7/14/2025 @ 8:45 a.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 & Human Resource Committee. Should a quorum of other government 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, requiring that meeting or material be in an accessible location or format, must contact the Weston Municipal Center at 715-359-6114, so any necessary arrangements can be made to accommodate each request.



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
OFFICIAL MEETING AGENDA OF THE FINANCE & HUMAN RESOURCE COMMITTEE**

Weston Municipal Center Board Room
4747 Camp Phillips Road, Weston, WI 54476

TO THE HONORABLE TRUSTEE ERMELING AND SIX (6) APPOINTED MEMBERS OF THE FINANCE & HUMAN RESOURCE 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 meeting of the Finance and Human Resource Committee on **Monday, July 21, 2025, at 5:00 p.m.**, in the Board Room, at the Weston Municipal Center, 4747 Camp Phillips Road, Weston, WI 54476.

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 Board of Trustees and 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 & Human Resource Committee.

Join Zoom Meeting by Computer:

<https://zoom.us/j/5445915099>

Join Zoom Meeting by Phone:

+1 312 626 6799 US (Chicago)
Meeting ID: 544 591 5099

AGENDA ITEMS.

1. Finance & HR Committee Call to Order & Welcome by Chairperson Ermeling.
2. Pledge of Allegiance to the Flag.
3. Roll Call by Recording Secretary.
Ermeling [C], Farar, Hackbarth, Maloney [VC], Meinel, Olson, & Vacant

PUBLIC COMMENTS.

MINUTES FROM PREVIOUS MEETING.

4. Approval of Minutes from Previous Finance & HR Meeting: [June 16, 2025](#)

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. [June Budget Status Report](#)
6. [TIF 1 and TIF 2 Detail Reports for June](#)
7. [Legal Details for June](#)

EDUCATIONAL PRESENTATIONS & REPORTS.

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

8. [Acknowledge recent staff transitions](#)
 - [Planning & Development recruitment for Assistant Planner/Associate Planner](#)

OLD BUSINESS.

9. [Discussion and/or action on adoption of Sec. 10.26 Body Camera Usage for Nonlaw Enforcement Personnel in the Conduct and Behavior Chapter of the Employee Personnel Policies and Procedures Handbook](#)
10. [Discussion and/or action regarding input on the ½ page of custom questions for inclusion in the National Employee Survey with Polco](#)

NEW BUSINESS.

11. [Discussion and/or action on proposed amendments to the Engineering Technician position description formerly the Utility Technician position](#)
12. [Discussion and/or action on proposed Fire Fee](#)
13. [Discussion and/or action on 2026 Budget process](#)

REMARKS FROM STAFF.

REMARKS FROM COMMITTEE MEMBERS.

REMARKS FROM CHAIR.

FUTURE ITEMS.

- Next Meeting Date(s):
- August 18, 2025, at 4:30 PM

ADJOURNMENT.

Village of Weston, Wisconsin
OFFICIAL PROCEEDINGS OF THE FINANCE & HUMAN RESOURCE COMMITTEE
held on Monday, June 16, 2025, at 4:30 p.m.
in the Board Room at the Municipal Center, Chairman Ermeling presiding.

AGENDA ITEMS.

- 1 Finance & HR Committee Call to Order & Welcome by Chairperson Ermeling.
Meeting called to order at 4:33 p.m. by Committee Chairperson Ermeling.
- 2 Pledge of Allegiance to the Flag.
- 3 Roll Call by Recording Secretary.
Roll call of Finance & HR Committee indicated 6 members present.

<u>Member</u>	<u>Present</u>
Vacant	--
Ermeling, Barbara	YES
Farar, Dennis	YES
Hackbarth, Linda	YES - ZOOM
Maloney, Mark	YES
Meinel, Steve	YES
Olson, Brent	YES

PUBLIC COMMENTS.

NA

MINUTES FROM PREVIOUS MEETING.

- 4 Approval of minutes from previous Finance & Human Resource meeting: May 19, 2025.
Olson noted that his motion for agenda item 9 should reflect "...all staff, to include the Board of Trustees..." not "...all staff below Board of Trustees...". He is not looking to update the minutes but would like to remind staff to include the Board of Trustees on the comprehensive report.

Motion by Maloney, second by Meinel, to approve previous minutes.

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>Member</u>	<u>Voting</u>
Vacant	--
Ermeling, Barbara	YES
Farar, Dennis	YES
Hackbarth, Linda	YES
Maloney, Mark	YES
Meinel, Steve	YES
Olson, Brent	YES

ACKNOWLEDGE WORK PRODUCT TRANSMITTALS.

- 5 May Budget Status Report.
Motion by Maloney, second by Olson, to acknowledge the budget status report.

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>Member</u>	<u>Voting</u>
Vacant	--
Ermeling, Barbara	YES
Farar, Dennis	YES
Hackbarth, Linda	YES
Maloney, Mark	YES
Meinel, Steve	YES
Olson, Brent	YES

6 TIF 1 and TIF 2 Detail Reports for May.

Motion by Meinel, second by Farar, to acknowledge the TIF 1 and TIF 2 reports.

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>Member</u>	<u>Voting</u>
Vacant	--
Ermeling, Barbara	YES
Farar, Dennis	YES
Hackbarth, Linda	YES
Maloney, Mark	YES
Meinel, Steve	YES
Olson, Brent	YES

7 Legal Detail For May.

Trautman, Finance Director, commented that there were no legal fees for the month.

EDUCATION PRESENTATIONS & REPORTS.

OLD BUSINESS.

8 Discussion and/or action on adoption of Sec. 10.26 Body Camera Usage for Nonlaw Enforcement Personnel in the Conduct and Behavior Chapter of the Employee Personnel Policies and Procedures Handbook.

The committee discussed their concern on when the camera should be on. It was agreed to eliminate the four listing under Operation and update it to reflect "any interaction with the public, except in the municipal center and doing building maintenance work".

Gebert, Village Administrator, said with these changes, she will forwarded them to Attorney Yde for review and then be brought back to the committee. She also mentioned that the Village currently does not have any storage concern.

9 Zero Based Budgeting - Parks

Maloney ask if the Village can separate mowing to park and street / right-a-way mowing.

Trautman said yes. There is Park mowing and DPW-mowing.

It was also discussed if it would be more cost efficient to hire a part time summer help to mow the currently contracted areas in business park after the TIF closes.

Trautman also told the committee that the pool is now listed separately. Staff are looking to get a

better idea of time spent at the pool with the potential consolidation of the pools with our neighbors.

- 10** Discussion and/or action Budget Amendments for TIF 1 Capital Projects and TIF 1 Special Revenue
Trautman summarized the responsibility of being a Finance & Human Resource committee member. She clarified that their position was to determine funding, the determination of whether a project should be completed was approved prior at the designated committees.

Wodalski, Public Works and Utility Director, explained the condition of the street.

Motion by Olson, second by Farar, to recommend the Village Board to approve the amendment of the TIF budget, \$1.27M to complete the project.

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>Member</u>	<u>Voting</u>
Vacant	--
Ermeling, Barbara	YES
Farar, Dennis	YES
Hackbarth, Linda	YES
Maloney, Mark	YES
Meinel, Steve	YES
Olson, Brent	YES

NEW BUSINESS.

- 11** Discussion and/or action Budget Amendments for Fund 20

Motion by Maloney, second by Meinel, to recommend the Village Board to approve the proposed budget amendment in Fund 20.

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>Member</u>	<u>Voting</u>
Vacant	--
Ermeling, Barbara	YES
Farar, Dennis	YES
Hackbarth, Linda	YES
Maloney, Mark	YES
Meinel, Steve	YES
Olson, Brent	YES

- 12** Update on PFAS settlement money

Ermeling question where the settlement money will be allocated to.

Wodalski said this can be discussed at a later time, but there has been conversation for this to cover ongoing PFAS maintenance expense.

REMARKS FROM COMMITTEE MEMBERS.

REMARKS FROM CHAIR.

FUTURE ITEMS.

Next Finance & HR meeting date(s):
- July 21, 2025 @ 5:00 p.m.

ADJOURNMENT.

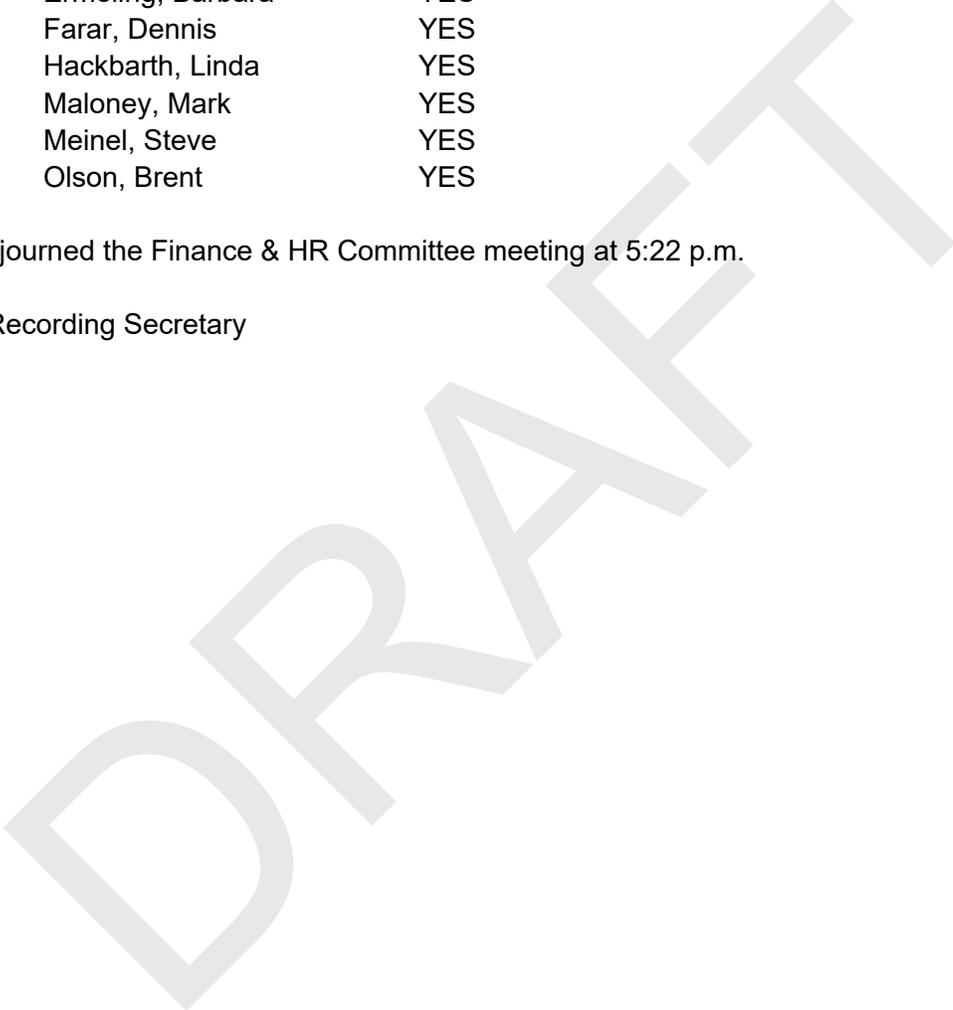
Motion by Olson, second by Farar, to adjourn the Finance & HR Committee meeting.

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>Member</u>	<u>Voting</u>
Vacant	--
Ermeling, Barbara	YES
Farar, Dennis	YES
Hackbarth, Linda	YES
Maloney, Mark	YES
Meinel, Steve	YES
Olson, Brent	YES

Ermeling adjourned the Finance & HR Committee meeting at 5:22 p.m.

Song Lao, Recording Secretary



REQUEST FOR CONSIDERATION

Public Mtg/Date: Finance & HR Committee, July 21, 2025

Description: June 2025 Budget Status Report – All Funds

From: Jessica Trautman, Finance Director

Question: Should the Finance Committee acknowledge the June 2025 budget status report for all funds?

Background

The June 2025 budget status report for all funds is attached.

Attached Docs: June 2025 Budget Status Report – All Funds

Committee Action: None.

FISCAL IMPACT: None.

Recommendation: Finance Director recommends acknowledgement.

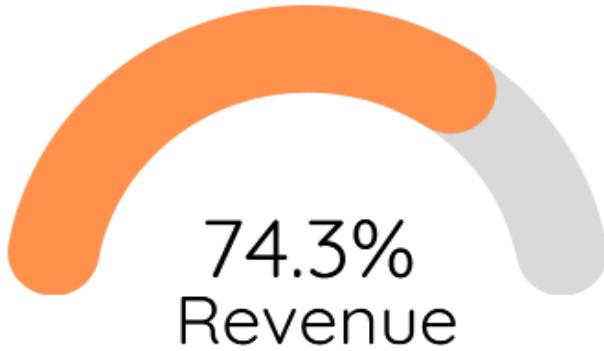
Recommended Language for Official Action

I move to acknowledge the June 2025 budget status report for all funds.

Additional action: None.

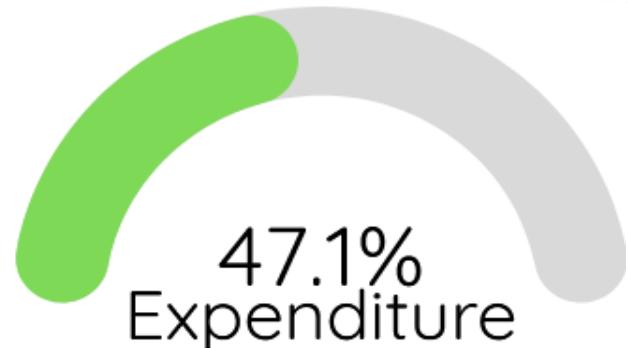
JUNE 2025 BUDGET STATUS NARRATIVE

***One quick thing to point out: 50% of the year completed!



Revenue collected for 2025 is \$6,991,369 or 74.3% of budget

- *Permit revenue is \$33,514 over last years revenue, when we budgeted we budgeted municipal court revenue net expenditures, we are recording separate revenue and expenditure
- *Pmt In Lieu of Taxes-Rothschild & Munic. Services-Public Safety: both services termed at year end of 2024.
- *Sales of Village Property: At 492%, scrap metal from dumpster.
- *Miscellaneous Revenue: 62% of budget, includes \$4,315 from League of WI Municipalities for 2024 insurance dividend.



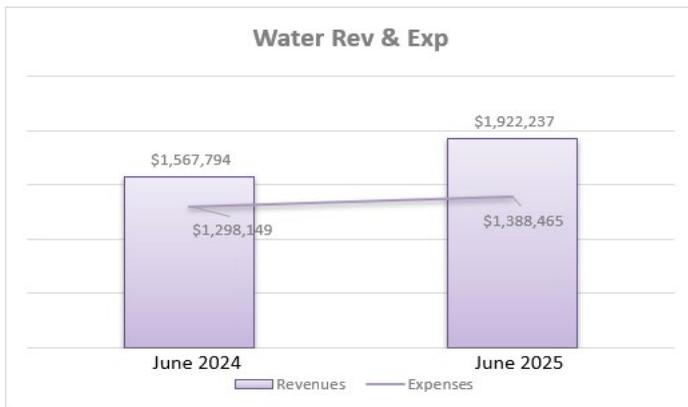
Expenditure for 2025 is \$4,128,734 or 43.9% of budget

- *Village Attorney: At 25% of budget.
- *Clerks Dept: The Clerks dept is at 45% and Elections is under budget at 49%, no more elections for the year.
- *Risk Management/Insurance: At 88% of budget – expenses are paid at beginning of year.
- *Street Irrigation Maint.: 8% of budget compared to -27% in 2024. In 2024 a credit was given due to incorrectly billed or meter/irrigation was no longer in service.
- *Newsletter: At 40% of budget, compared to 61% in 2024. This includes the summer edition.

Special Revenue

- *Aquatic Center Fund: The pool's revenue is starting out great with 46.73% of budget, lower than 2024. Season Passes are already over budget. Expenses are low at 16.68% of budget, similar to 2024.
- *Room Taxes Fund: Q1 room taxes were received and CVB's share was distributed.

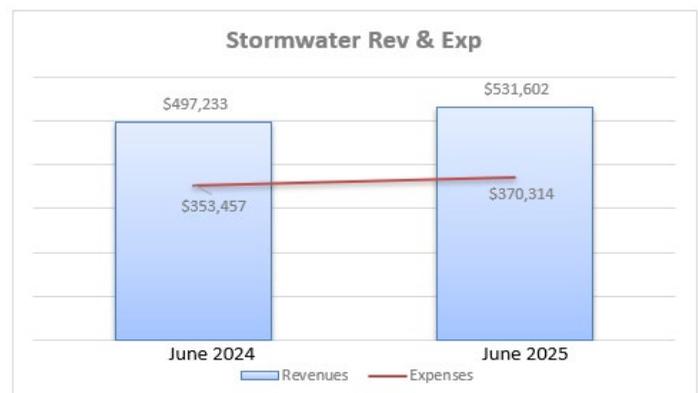
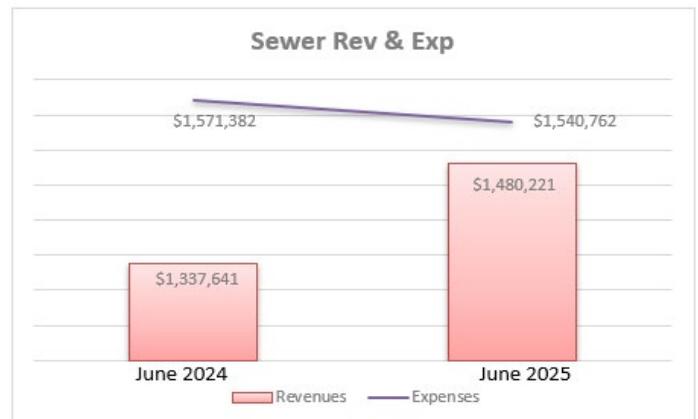
Utility Funds



*Water: At 66.76% of budget compared to 55.54% in 2024, an increase of 22.6%; This includes the PFAS 3M settlement claim. Expense is higher than 2024, an increase of 7.0% with no notable changes.

*Sewer: There is an increase of 10.7% in revenue due to the sale of the Aries Camera Equipment. There was also a 20% rate increase effective 1/16/25. Expenditures are lower at 41.66% of budget.

*Stormwater: Revenue is at 52.61% of budget and slightly lower than 2024 with no noticeable differences. Expense reflects an increase of 4.8% compared to 2024. More staff wages are being allocated to stormwater.





FINANCIAL STATEMENTS

June 30, 2025

- **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 Fund
 - TIF District #2 Fund
 - Community Development Authority – TIF #1 Fund
 - Community Development Authority – TIF #2 Fund
 - Civic & Social Trust Funds
 - Park & Recreation Trust Funds

- **ENTERPRISE FUNDS**
 - Water Utility Fund
 - Sewer Utility Fund
 - Stormwater Utility Fund

- **CAPITAL PROJECTS FUNDS** – Capital Improvements Program
 - TIF District #1 Fund
 - TIF District #2 Fund
 - Facilities Fund
 - Streets & Utilities Fund
 - Capital Equipment Fund

VILLAGE OF WESTON

BALANCE SHEET

JUNE 30, 2025

GENERAL FUND

ASSETS

10-00-11110-001-000	XPRESS DEPOSIT ACCOUNT	554.48	
10-00-11312-011-000	INVEST-INTERCITY-MONEY MKT #60	449,780.75	
10-00-11312-082-000	INTERCITY-MUNICIPAL COURT FINE	426.63	
10-00-11313-084-000	INVEST-INCREDIBLE-CD	547,201.26	
10-00-11313-095-000	INVEST-TAX ACCT- INCREDIBLE	1,344,309.57	
10-00-11314-091-021	INVEST- TAX ACCT-BMO HARRIS BK	29,523.28	
10-00-11315-092-000	INVEST-TAX ACCT- ASSOCIATED	226,790.26	
10-00-11316-084-000	INVEST-BROKAW CU-CD/REPO/OTHER	282,094.17	
10-00-11316-093-000	INVEST-TAX ACCT- BROKAW CU	54,889.61	
10-00-11322-088-000	INVEST-TAX ACCT- PEOPLES	2,579,061.75	
10-00-11323-084-000	INVEST-CLOVERBELT CU-CD/REPO/O	295,148.86	
10-00-11323-099-000	INVEST-TAX ACCT-CLOVERBELT CU	28,113.97	
10-00-11325-089-000	INVEST-TAX ACCT-COVANTAGE CU	3,470,540.26	
10-00-11326-086-000	INVEST-TAX ACCT- ABBY BANK	252,472.76	
10-00-11327-083-000	NICOLET BANK-MONEY MARKET	1,184.69	
10-00-11327-084-000	INVEST-NICOLET BANK-CD/OTHER	274,700.19	
10-00-11328-083-000	WISC-MONEY MARKET	498,603.55	
10-00-11512-009-000	INTERCITY-SUNSHINE/SODA FUND	5,544.58	
10-00-11512-017-000	RESTRICT INV- FLEX CHKING #116	2,632.98	
10-00-11800-000-000	PETTY CASH-GENERAL FUND	400.00	
10-00-12110-000-000	R/E PROP TAXES RECEIVABLE-CURR	1,392,203.97	
10-00-13100-000-000	BILLED ACCTS RECEIVABLE-CUSTOM	642.63	
10-00-13300-000-000	INTEREST RECEIVABLE	2,219.68	
10-00-13610-000-000	UNBILLED ACCTS RECEIV-DPW DEVE	75.00	
10-00-13611-000-000	UNBILLED ACCTS RECEIV-BILLABLE	(.01)	
10-00-13800-000-000	OTHER RECEIVABLES-MISCELLANEOU	1,001.57	
10-00-13801-000-000	OTHER RECEIVABLES-MOBILE HOME	8,731.64	
10-00-13802-000-000	OTHER RECEIVABLES-FROM EMPLOYE	366.68	
10-00-14201-000-000	DUE FROM STATE OF WI-SDC PROG	1,467.45	
10-00-14400-000-000	DUE FROM OTHER CITIES-BILLED	7,569.70	
10-00-14510-000-000	DUE FROM MOUNTAIN BAY	238.57	
10-00-14520-000-000	DUE FROM SAFER DISTRICT	9,828.49	
10-00-15229-000-000	DUE FROM SPEC REV-ROOM TAXES	9,651.68	
10-00-15660-000-000	DUE FROM ENTERPRISE-WATER UTIL	467,991.92	
10-00-15661-000-000	DUE FROM ENTERPRISE-SEWER UTIL	17,139.08	
	TOTAL ASSETS		12,263,101.65

LIABILITIES AND EQUITY

VILLAGE OF WESTON

BALANCE SHEET

JUNE 30, 2025

GENERAL FUND

LIABILITIES

10-00-21111-000-000	VOUCHERS PAYABLE	18,342.36	
10-00-21120-000-000	OCCUPANCY PERMITS	120,500.00	
10-00-21513-000-000	STATE WITHHOLDING TAXES PAYABL	3,263.78	
10-00-21530-000-000	EMPLOYEE HEALTH INS W/H PAYABL	(60,995.24)	
10-00-21531-000-000	ETF LIFE INS WITHHOLDING PAYAB	.50	
10-00-21532-000-000	EYE CARE DEDUCTION PAYABLE	(356.01)	
10-00-21535-000-000	HSA DEDUCTION PAYABLE	(1,043.28)	
10-00-21537-000-000	ACCID/LIFE/ST DISABILITY LIAB	193.62	
10-00-21540-000-000	WORKERS COMP PAYABLE	7,812.20	
10-00-21562-000-000	FLEX UNREIMB MED DEDUCT PAYAB	1,817.03	
10-00-21566-000-000	PREPAID LEGAL SERVICES	.06	
10-00-21590-000-000	EAP PAYABLE	(342.54)	
10-00-21901-000-000	PROP TAX REFUNDS PAYABLE-VILL/	46.52	
10-00-23160-000-000	SECURITY DEPOSITS-PARK RENTALS	650.00	
10-00-23180-000-000	PROP TAX DEPOSITS-IN TRANSIT A	802,580.26	
10-00-24213-000-000	DUE TO STATE OF WIS/SALES TAXE	106.53	
10-00-24310-000-000	DUE TO MARATHON COUNTY/CURRENT	1,382,369.86	
10-00-24330-000-000	DUE TO MARATHON COUNTY/DOG LIC	282.00	
10-00-24510-000-000	DUE TO NORTHCENTRAL TECH/CURR	408,527.03	
10-00-24610-000-000	DUE TO DC EVEREST SCHOOLS/CURR	2,549,516.41	
10-00-26601-000-000	DEFERRED REVENUE-DOG LICENSES	10.00	
	TOTAL LIABILITIES		5,233,281.09

FUND EQUITY

10-00-34120-000-000	NONSPEND FUND BAL-INVENTORIES	5,530.13	
10-00-34121-000-000	RESERVED FUND BAL-PREPAID ITEM	21,247.56	
10-00-34130-000-000	NONSPEND FUND BAL-ADVANC/OTHER	390,354.59	
10-00-34202-000-000	ASSIGN FUND BAL-ST LIGHT/BIRCH	152,128.00	
10-00-34270-000-000	ASSIGNED FUND BAL-APL BDGT S	120,000.00	
10-00-34300-000-000	UNASSIGNED FUND BALANCE	3,783,314.50	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	2,557,245.78	
	BALANCE - CURRENT DATE	2,557,245.78	
	TOTAL FUND EQUITY		7,029,820.56
	TOTAL LIABILITIES AND EQUITY		12,263,101.65

VILLAGE OF WESTON
OPERATING BUDGET STATUS REPORT - General Fund only
June 30, 2025
*****50.0% of Year Remaining *****

<u>APPROPRIATION AREA</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>	<u>June 2024</u>		
					<u>BUDGET</u>	<u>ACTUAL</u>	<u>PERCENT LEFT</u>
GENERAL FUND:							
General Government	\$1,257,553	\$680,910	\$576,643	45.9%	\$1,302,565	\$609,909	53.2%
Public Safety	4,958,234	2,511,177	2,447,057	49.4%	4,745,145	2,519,084	46.9%
Public Works	2,243,619	852,197	1,391,422	62.0%	2,228,655	720,020	67.7%
Human Services	5,000	1,969	3,031	60.6%	40,000	23,049	42.4%
Culture & Recreation	552,044	258,833	293,211	53.1%	528,970	276,447	47.7%
Community Development	286,997	117,238	169,759	59.2%	243,355	111,449	54.2%
Misc. Programs	29,500	11,661	17,839	60.5%	28,000	14,001	50.0%
Transfer to Other Funds	25,000	-	25,000	100.0%	31,150	-	100.0%
Contingency Reserve	58,250	-	58,250	100.0%	40,805	-	100.0%
TOTAL APPROPRIATION	\$9,416,197	\$4,433,985	\$4,982,212	52.9%	\$9,188,645	\$4,273,959	53.5%
				↑			
REVENUES							
Property Taxes	\$5,601,966	\$5,601,967	\$ (1)	0.0%	\$5,466,300	\$5,466,300	0.0%
Other Taxes	553,090	311,505	241,585	43.7%	652,090	290,212	55.5%
State Shared Revenues	1,474,060	-	1,474,060	100.0%	1,441,060	-	100.0%
Other Grants & Aids	1,063,783	521,772	542,011	51.0%	907,280	418,188	53.9%
Interest Income	79,958	171,906	(91,948)	-115.0%	72,725	182,827	-151.4%
Munic. Services-Town/All Other	67,550	62,582	4,968	7.4%	99,550	70,822	28.9%
Applied Fund Balance/Reserve	105,000	-	105,000	100.0%	44,000	-	100.0%
All Other Revenue	470,790	321,637	149,153	31.7%	505,640	272,289	46.1%
TOTAL RESOURCES	\$9,416,197	\$6,991,369	\$2,424,828	25.8%	\$9,188,645	\$6,700,638	27.1%
				↑			

VILLAGE OF WESTON
STATEMENT OF REVENUES
June 30, 2025
(50.% 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>
GENERAL FUND					
Property Taxes	5,601,967	100%	5,601,966	(1)	0%
Pmt. In Lieu of Taxes-Water Utility	245,000	50%	490,000	245,000	50%
Mobile Home Fees	57,208	104%	55,000	(2,208)	-4%
Other Taxes	9,297	115%	8,090	(1,207)	-15%
Special Assessments	2,850	52%	5,500	2,650	48%
State Shared Revenues	-	0%	1,474,060	1,474,060	100%
Transportation Aids	422,126	54%	788,338	366,212	46%
Other State & Federal Aids	99,646	36%	275,445	175,799	64%
License Revenue	94,231	48%	197,340	103,109	52%
Permits Revenue	126,855	80%	158,900	32,045	20%
Fines/Forfeitures/Penalties	58,011	178%	32,600	(25,411)	-78%
Street & Highway Revenue	683	4%	18,300	17,617	96%
Misc. Other Fees	4,840	69%	7,050	2,210	31%
Econ Dev Pub Fees	450	N/A	-	(450)	N/A
Park Rental Fees/Park Maint. Fees	3,975	99%	4,000	25	1%
Munic. Services-General Gov't	6,548	118%	5,550	(998)	-18%
Munic. Services-Public Safety	-	N/A	-	-	N/A
Munic. Services-Public Works	56,034	93%	60,000	3,966	7%
Munic. Services-Inspections	-	0%	2,000	2,000	100%
Interest Income	171,906	215%	79,958	(91,948)	-115%
Sales of Village Property	2,460	492%	500	(1,960)	-392%
Insurance Recoveries	3,927	98%	4,000	73	2%
Contributions - All Other	20	N/A	-	(20)	N/A
Miscellaneous Revenue	23,335	62%	37,600	14,265	38%
Fund Balance - Applied Budget Surplus	-	0%	105,000	105,000	
Interfund Transfers	-	0%	5,000	5,000	100%
TOTAL	<u>6,991,369</u>	<u>74.3%</u>	<u>\$9,416,197</u>	<u>\$2,424,828</u>	<u>25.8%</u>

VILLAGE OF WESTON
STATEMENT OF EXPENDITURES
June 30, 2025
(50.% Y-T-D completed)

<u>ACCOUNT DESCRIPTION</u>	<u>Y-T-D ACTUAL</u>	<u>Y-T-D % EXP.</u>	<u>4 ADJUSTED BUDGET</u>	<u>REMAINING BALANCE</u>	<u>BUDGET % LEFT</u>
GENERAL FUND					
Village Board Trustees	23,606	38%	61,599	37,993	62%
Village Municipality Dues	3,667	58%	6,300	2,633	42%
Personnel Committee	-	0%	2,156	2,156	100%
Board of Review	168	56%	300	132	44%
Municipal Court	28,636	N/A	-	(28,636)	100%
Village Attorney	11,028	25%	44,500	33,472	75%
Administrator	32,031	44%	72,602	40,571	56%
Clerk	125,346	45%	279,561	154,215	55%
Personnel	6,805	113%	6,035	(770)	-13%
Elections	31,281	49%	63,420	32,139	51%
Data Processing/Central Services	78,907	58%	136,684	57,777	42%
Information Technology	37,054	47%	78,844	41,790	53%
Finance/Audit & Budgeting/Tax Collection	109,524	48%	229,369	119,845	52%
Village Assessor	23,738	50%	47,500	23,762	50%
Finance Committee	-	0%	1,799	1,799	100%
Risk Management/Insurance	96,434	88%	109,100	12,666	12%
Municipal Building/Misc. Gen'l Gov't.	72,283	63%	115,255	42,972	37%
Illegal Taxes/Tax Refunds/Bad Debt	402	16%	2,529	2,127	84%
Mountain Bay Metro Police Dept.	1,738,034	51%	3,376,067	1,638,033	49%
Safety Building Maintenance	3,005	33%	9,000	5,995	67%
Other Public Safety	455	17%	2,650	2,195	83%
SAFER	644,871	50%	1,289,743	644,872	50%
Public Safety Committee	-	N/A	2,695	2,695	100%
Building Inspections	124,812	45%	278,079	153,267	55%
Director of Public Works	10,660	59%	18,004	7,344	41%
Public Works Engineer	25,507	153%	16,700	(8,807)	-53%
Deputy Director of Public Works	17,173	55%	31,268	14,095	45%
Street Operations - Village	386,151	27%	1,404,313	1,018,162	73%
Traffic Control	6,556	16%	40,000	33,444	84%
Winter Street Maintenance - Village	284,161	61%	467,623	183,462	39%
Hard Materials Handling	15,811	72%	21,915	6,104	28%
Street Irrigation Maintenance	1,111	8%	13,840	12,729	92%
Street Operations - Town	693	11%	6,173	5,480	89%
Winter Street Maintenance - Town	14,052	93%	15,162	1,110	7%
Street Lighting	90,322	43%	208,000	117,678	57%
Public Works/Utilities Committee	-	0%	621	621	100%
Human Services	1,969	39%	5,000	3,031	61%
Parks-Administration	159,926	52%	309,597	149,671	48%
Parks-Grounds Maintenance	74,081	44%	170,299	96,218	56%
Roadside Maintenance	23,865	38%	63,235	39,370	62%
Parks-Ice Rinks	641	10%	6,609	5,968	90%
Park & Recreation Committee	320	14%	2,304	1,984	86%
Community Development	107,439	42%	256,106	148,667	58%
Planning Commission	1,087	14%	7,575	6,488	86%
Board of Appeals	-	0%	1,883	1,883	100%
Extra Limits/Smart Growth/Land Use	8,712	41%	21,433	12,721	59%
Newsletter	11,661	40%	29,500	17,839	60%
Interfund Transfers - Refuse/Recycling	-	0%	25,000	25,000	100%
Contingency Reserve	-	0%	58,250	58,250	100%
TOTAL - General Fund	<u>\$4,433,985</u>	<u>47.1%</u>	<u>\$9,416,197</u>	<u>\$4,982,212</u>	<u>52.9%</u>

VILLAGE OF WESTON

Debt Service Fund

6/30/2025

	2025 YTD ACTUAL	2025 ANNUAL BUDGET
<u>REVENUES</u>		
Property Tax Levy	\$ 2,158,667	\$ 2,158,667
Special Assessments	7,475	7,000
Interest Income	2,031	750
Transfer from CDA Fund - TIF #1	146,581	1,548,163
Transfer from CDA Fund - TIF #2	3,563	157,125
TOTAL REVENUES	<u>\$ 2,318,317</u>	<u>\$ 3,871,705</u>
<u>EXPENDITURES</u>		
Principal Payments	\$ 1,394,539	\$ 2,624,539
Interest Payments	628,312	1,276,152
TOTAL EXPENDITURES	<u>\$ 2,022,851</u>	<u>\$ 3,900,691</u>
NET REVENUES OVER (UNDER) EXPENDITURES	<u>\$ 295,466</u>	<u>\$ (28,986)</u>

FINANCE
7/16/2025

VILLAGE OF WESTON
Weston Aquatic Center Fund
6/30/2025

	2025 YTD ACTUAL	2025 BUDGET	2024 YTD ACTUAL	2024 BUDGET
<u>REVENUES</u>				
Taxes	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
Daily Fees	27,627	100,000	30,853	100,000
Season Passes	30,117	30,000	35,947	29,000
Pool Rentals-Evening	1,370	2,000	1,422	2,000
Birthday Party Packs	323	1,200	591	2,400
Group Rate Discounts-Daily	882	2,500	1,211	2,500
Concessions	-	7,000	-	7,000
Locker Rentals	-	70	-	120
Special Events	-	-	-	1,000
Swimming Lessons	3,692	4,000	4,644	3,500
Total Swimming Fees	<u>64,011</u>	<u>146,770</u>	<u>74,668</u>	<u>147,520</u>
Interest Income	1,501	100	1,352	100
Corporate/Other Donations	500	-	-	-
Transfer from other funds	-	40,000	-	40,000
TOTAL REVENUES	<u>\$ 106,012</u> 46.73%	<u>\$ 226,870</u>	<u>\$ 116,020</u> 50.97%	<u>\$ 227,620</u>
<u>EXPENSES</u>				
Utilities	4,199	42,600	1,056	34,100
Contracted Services/Repairs	22,618	182,200	26,249	176,700
Supplies & Materials	12,928	29,075	9,965	27,975
Capital Outlay-Equipment	2,519	2,700	-	2,700
Capital Outlay-Computer Software	1,106	3,435	1,612	3,435
TOTAL EXPENSES	<u>\$ 43,370</u> 16.68%	<u>\$ 260,010</u>	<u>\$ 38,882</u> 15.88%	<u>\$ 244,910</u>
NET INCOME (LOSS)	<u>\$ 62,642</u>	<u>\$ (33,140)</u>	<u>\$ 77,138</u>	<u>\$ (17,290)</u>

VILLAGE OF WESTON

Room Taxes Fund

6/30/2025

	<u>2025 YTD Actual</u>	<u>2025 Annual Budget</u>
Fund Balance, 1/1/25	\$ 36,797	
 <u>Revenues</u>		
Room Taxes Revenue	\$ 156,117	\$ 540,000
	<u>156,117</u>	<u>540,000</u>
 <u>Expenditures</u>		
Payment to Wausau Visitor's Convention Bureau (CVB)	\$ 109,282	\$ 378,000
Other Economic Development-Commission Member Pay	-	12,587
Transfer to General Fund	-	5,000
Transfer to Capital Improvement Fund	-	116,595
Transfer to Aquatic Center Fund (Repairs/Capital Equipment)	-	40,000
	<u>109,282</u>	<u>552,182</u>
 Revenues over (under) Expenditures	 <u>46,835</u>	 <u>(12,182)</u>

HOTEL-MOTEL ROOM TAX COLLECTIONS:

	2025	2025	Distribution of Collections	
	Room	8%		
	Receipts	Room Tax	Tourism	Village of
		Collections	Activities	Weston
Comfort Inn & Suite	\$ 291,035	\$ 23,283	\$ 16,298	\$ 6,985
AmericInn & Suites	194,121	15,530	10,871	4,659
Air BNB	16,485	1,319	923	396
Priceline	32,049	2,564	1,795	769
Homeaway.com	9,802	784	549	235
Booking.com BV	13,431	1,074	752	322
Expedia	114,464	9,157	6,410	2,747
Fairfield Inn	549,899	43,992	30,794	13,198
Holiday Inn Express	730,182	58,415	40,890	17,524
 TOTALS	 <u>\$ 1,951,468</u>	 <u>\$ 156,117</u>	 <u>\$ 109,282</u>	 <u>\$ 46,835</u>

FINANCE

7/15/2025

VILLAGE OF WESTON
Refuse/Recycling Program Fund
6/30/2025

	<u>Refuse</u>	<u>Recycling</u>	<u>Landfill</u>	<u>Total 2025 Actual</u>	<u>2025 Annual Budget</u>
Fund Balance, 1/1/25				\$ 181,928	
<u>Revenues</u>					
Recycling Grant	\$ -	\$ 79,551	\$ -	\$ 79,551	\$ 79,000
Garbage Fees/Sticker sales - Village	501,415	-	-	501,415	461,244
Recycling Collection Fees - Village	-	296,913	-	296,913	332,640
Garbage Fees - Town	24,696	-	-	24,696	24,056
Recycling Collection Fees/Bin Sales - Town	-	17,388	-	17,388	17,360
Landfill - Town	-	-	3,000	3,000	3,000
Miscellaneous	607	427	-	1,034	200
Transfer from General Fund	-	-	-	-	31,150
Total Revenues	<u>\$ 526,718</u>	<u>\$ 394,279</u>	<u>\$ 3,000</u>	<u>\$ 923,997</u>	<u>\$ 948,650</u>
<u>Expenditures</u>					
Garbage	\$ 219,660	\$ -	\$ -	\$ 219,660	\$ 529,829
Landfill	-	-	10,672	10,672	34,150
Recycling - Curbside/Village	-	81,327	-	81,327	324,612
Recycling/Compost/StumpDump	-	7,492	-	7,492	49,273
Recycling - Curbside/Town	-	233	-	233	-
Recycling - Program Administration	-	8,949	-	8,949	32,250
Recycling - Educational Programs	-	9,812	-	9,812	13,300
Total Expenditures	<u>\$ 219,660</u>	<u>\$ 107,813</u>	<u>\$ 10,672</u>	<u>\$ 338,145</u>	<u>\$ 983,414</u>
Revenues over(under) Expenditures	<u>\$ 307,058</u>	<u>\$ 286,466</u>	<u>\$ (7,672)</u>	<u>\$ 585,852</u>	
Fund Balance, 6/30/2025				<u>\$ 767,780</u>	

Finance

7/16/2025

VILLAGE OF WESTON
Special Revenue Funds - TIF #1
6/30/2025

	2025 Actual	2025 Annual Budget
Fund Balance, 1/1/25	\$ 8,027,699	
 <u>REVENUES</u>		
Property Tax Increments	\$ 6,709,929	\$ 6,200,000
Computer Exemption State Aids	-	30,190
Personal Property Tax Aid	306,602	306,602
Investment Income	251,729	20,000
	7,268,260	6,556,792
 <u>EXPENDITURES</u>		
Administration Expenses	\$ 91,859	\$ 218,159
Rents/Leases-TIF Land	146,581	1,548,163
Illegal Taxes	1,462	-
Grant	49,213	72,000
Transfer to Cap Proj-TIF #1	979,437	7,541,132
	1,268,552	9,379,454
<u>NET REVENUES OVER (UNDER)</u>		
<u>EXPENDITURES</u>	5,999,708	(2,822,662)
Fund Balance, 6/30/2025	\$ 14,027,407	

FINANCE
7/16/2025

VILLAGE OF WESTON
Special Revenue Funds - TIF #2
6/30/2025

	2025 Actual	2025 Annual Budget
Fund Balance, 1/1/25	<u>\$ 1,623,783</u>	
<u>REVENUES</u>		
Property Tax Increments	\$ 758,471	\$ 685,000
Computer Exemption State Aids	-	11,944
Personal Property Tax Aid	112,532	112,532
Investment Income	23,102	2,000
Transfer from CDA - TIF #1	-	124,139
	<u>894,105</u>	<u>935,615</u>
<u>EXPENDITURES</u>		
Administration Expenses	\$ 20,467	\$ 74,859
Illegal taxes/refunds	130	-
Rents/Leases-TIF Land	-	-
Transfer to CIP	800,000	3,757,735
	<u>820,597</u>	<u>3,832,594</u>
<u>NET REVENUES OVER (UNDER)</u>		
<u>EXPENDITURES</u>	<u>73,508</u>	<u>(2,896,979)</u>
Fund Balance, 6/30/2025	<u><u>\$ 1,697,291</u></u>	

FINANCE
7/16/2025

VILLAGE OF WESTON
Special Revenue Funds - CDA TIF #1
6/30/2025

	2025 Actual	2025 Annual Budget
<u>REVENUES</u>		
Investment Income	\$ 29,846	\$ 10,000
Rents/Leases-TIF Land	146,581	1,548,163
	176,427	1,558,163
<u>EXPENDITURES</u>		
Administration Expenses	\$ -	\$ 632
Fiscal Charges	-	2,615
Transfer to Debt Service Fund	146,581	1,548,163
	146,581	1,551,410
<u>NET REVENUES OVER (UNDER)</u>		
<u>EXPENDITURES</u>	29,846	6,753

FINANCE
7/16/2025

VILLAGE OF WESTON
Special Revenue Funds - CDA TIF #2
6/30/2025

	2025 Actual	2025 Annual Budget
<u>REVENUES</u>		
Investment Income	\$ 2,878	\$ 5,000
	2,878	5,000
<u>EXPENDITURES</u>		
Administration Expenses	\$ -	\$ 405
Fiscal Charges	-	662
Transfer to TIF Spec Revenue	-	124,139
Transfer to Debt Service Fund	3,563	157,125
	3,563	282,331
<u>NET REVENUES OVER (UNDER)</u>		
<u>EXPENDITURES</u>	\$ (685)	\$ (277,331)

FINANCE
7/16/2025

VILLAGE OF WESTON
Civic and Social - Special Revenue Funds
6/30/2025

	Weston Centennial (Scholarships)	Farmers Market	Total 2025 Actual	2025 Budget
Fund Balance, 1/1/25	\$ 6,032	\$ 31,192	\$ 37,225	
REVENUES				
Farmers Market License	\$ -	\$ 7,730	\$ 7,730	\$ 8,300
Interest on Investments	-	490	490	50
Miscellaneous	-	8,510	8,510	11,000
	-	16,730	16,730	19,350
EXPENDITURES				
Farmers Market	-	6,813	6,813	18,494
	-	6,813	6,813	18,494
NET REVENUES OVER (UNDER) EXPENDITURES				
	\$ -	\$ 9,917	\$ 9,917	\$ 856
Fund Balance, 6/30/2025	\$ 6,032	\$ 41,109	\$ 47,142	

VILLAGE OF WESTON
Park & Recreation - Special Revenue Funds
6/30/2025

	Parkland Dedication Fees	Park/Rec. Donations	Kennedy Park Memorial	E.C. Trail/ Fun Run/Walk Donations	Dog Park Donations	Total 2025 Actual	2025 Budget
Fund Balance, 1/1/25	\$ 45,151	\$ 18,374	\$ 2,011	\$ 1,059	\$ (285)	\$ 66,310	
REVENUES							
Parkland Dedication Fees	\$ 15,950	\$ -	-	\$ -	\$ -	\$ 15,950	\$ 10,000
Donations - Dog Park	-	-	-	-	33	33	150
Interest on Investments	-	1,021	-	-	-	1,021	50
	15,950	1,021	-	-	33	17,004	10,200
EXPENDITURES							
Other Outside Contracted Service	-	-	-	-	-	-	15,000
	-	-	-	-	-	-	15,000
NET REVENUES OVER (UNDER) EXPS.							
	\$ 15,950	\$ 1,021	\$ -	\$ -	\$ 33	\$ 17,004	\$ (4,800)
Fund Balance, 6/30/2025	\$ 61,101	\$ 19,395	\$ 2,011	\$ 1,059	\$ (252)	\$ 83,314	

VILLAGE OF WESTON
Enterprise Fund - Water Utility
6/30/2025
(*50.0% Year Completed ***)**

	<u>2025</u>			<u>2024</u>		
	<u>YTD ACTUAL</u>	<u>ANNUAL BUDGET</u>	<u>% completed</u>	<u>YTD ACTUAL</u>	<u>ANNUAL BUDGET</u>	<u>% completed</u>
REVENUES						
Metered/Unmetered Sales:						
Residential	\$ 566,023	\$ 1,170,000	48.38%	\$ 558,510	\$ 1,170,000	47.74%
Commercial	158,896	340,000	46.73%	164,305	320,000	51.35%
Industrial	234,088	490,000	47.77%	261,264	490,000	53.32%
Public Authority	21,856	57,000	38.34%	14,789	57,000	25.94%
Multi-Family	104,272	200,000	52.14%	106,501	197,600	53.90%
Other	120	-	N/A	-	3,000	0.00%
Private Fire Protection	25,284	46,000	54.96%	24,290	46,000	52.80%
Public Fire Protection	276,796	468,000	59.14%	267,473	468,000	57.15%
Subtotal Sales	<u>1,387,335</u>	<u>\$ 2,771,000</u>	<u>50.07%</u>	<u>1,397,132</u>	<u>\$ 2,751,600</u>	<u>50.78%</u>
Interest Income	139,155	50,000	278.31%	147,095	30,000	490.32%
Interest Market Adj	-	-	N/A	12,446	-	N/A
Misc. Other Revenue	395,747	58,210	679.86%	11,121	41,110	27.05%
SUBTOTAL REVENUES	<u>1,922,237</u>	<u>2,879,210</u>	<u>66.76%</u>	<u>1,567,794</u>	<u>2,822,710</u>	<u>55.54%</u>
Capital Contributions	-	-	N/A	-	-	N/A
TOTAL REVENUES	<u><u>\$ 1,922,237</u></u>	<u><u>\$ 2,879,210</u></u>	<u><u>66.76%</u></u>	<u><u>\$ 1,567,794</u></u>	<u><u>\$ 2,822,710</u></u>	<u><u>55.54%</u></u>
EXPENSES						
Operations & Maintenance	\$ 353,865	\$ 889,233	39.79%	\$ 330,272	\$ 993,622	33.24%
Administration	305,071	758,802	40.20%	275,226	694,287	39.64%
Payment in Lieu of Taxes	237,500	475,000	50.00%	237,500	475,000	50.00%
Depreciation	380,000	760,000	50.00%	355,000	710,000	50.00%
Interest/Fiscal Agent Exps.	112,029	165,111	67.85%	100,151	186,416	53.72%
Amortization Expense	-	1,328	0.00%	-	1,328	0.00%
	<u>1,388,465</u>	<u>3,049,474</u>	<u>45.53%</u>	<u>1,298,149</u>	<u>3,060,653</u>	<u>42.41%</u>
Interfund Transfers Out	-	-	N/A	-	-	N/A
TOTAL EXPENSES	<u><u>\$ 1,388,465</u></u>	<u><u>\$ 3,049,474</u></u>	<u><u>45.53%</u></u>	<u><u>\$ 1,298,149</u></u>	<u><u>\$ 3,060,653</u></u>	<u><u>42.41%</u></u>
NET INCOME	<u><u>\$ 533,772</u></u>	<u><u>\$ (170,264)</u></u>		<u><u>\$ 269,645</u></u>	<u><u>\$ (237,943)</u></u>	
<i>(per GAAP/GASB basis)</i>						
Less: Add'l Capital Contribs.	-	-		-	-	
NET INCOME	<u><u>\$ 533,772</u></u>	<u><u>\$ (170,264)</u></u>		<u><u>\$ 269,645</u></u>	<u><u>\$ (237,943)</u></u>	
<i>(per budget basis)</i>						

VILLAGE OF WESTON
Enterprise Fund - Sewer Utility
6/30/2025
(* 50.0% Year Completed ***)**

	2025			2024		
	YTD ACTUAL	ANNUAL BUDGET	% completed	YTD ACTUAL	ANNUAL BUDGET	% completed
REVENUES						
Metered/Unmetered Sales:						
Residential	\$ 738,958	\$ 1,692,000	43.67%	\$ 651,978	\$ 1,380,000	47.24%
Commercial	436,611	950,000	45.96%	389,196	760,000	51.21%
Industrial	98,987	227,000	43.61%	82,325	200,000	41.16%
Public Authority	36,968	74,000	49.96%	30,785	57,000	54.01%
Subtotal Sales	\$ 1,311,524	\$ 2,943,000	44.56%	\$ 1,154,284	\$ 2,397,000	48.16%
Hook-up Fees	14,100	35,000	40.29%	20,500	20,000	102.50%
Interest Income	105,495	75,000	140.66%	143,429	50,000	286.86%
Gain on Sale of Equipment	12,000	-	N/A	-	-	N/A
Misc. Other Revenue	24,373	6,400	380.83%	6,699	6,400	104.67%
SUBTOTAL REVENUES	1,467,492	3,059,400	47.97%	1,324,912	2,473,400	53.57%
Premium Amortization	-	-	N/A	-	-	N/A
Capital Contributions	12,729	25,000	50.92%	12,729	1,000	1272.91%
TOTAL REVENUES	\$ 1,480,221	\$ 3,084,400	47.99%	\$ 1,337,641	\$ 2,474,400	54.06%
EXPENSES						
Operations & Maintenance	\$ 190,614	\$ 467,406	40.78%	\$ 147,467	\$ 572,196	25.77%
Administration	206,978	484,753	42.70%	209,275	423,653	49.40%
Payment in Lieu of Taxes	7,500	15,000	50.00%	7,500	15,000	50.00%
Rib Mt. Sewer Dist.-Services	413,878	1,150,000	35.99%	477,378	1,150,000	41.51%
Rib Mt. Sewer Dist.-Debt Serv.	291,230	725,000	40.17%	334,150	600,000	55.69%
Depreciation	395,000	845,000	46.75%	375,000	803,000	46.70%
Interest/Fiscal Agent Exps.	35,562	10,916	325.78%	20,612	26,765	77.01%
SUBTOTAL EXPENSES	1,540,762	3,698,075	41.66%	1,571,382	3,590,614	43.76%
TOTAL EXPENSES	\$ 1,540,762	\$ 3,698,075	41.66%	\$ 1,571,382	\$ 3,590,614	43.76%
NET INCOME	\$ (60,541)	\$ (613,675)		\$ (233,741)	\$ (1,116,214)	
<i>(per GAAP/GASB basis)</i>						
Less: Add'l Capital Contribs.	(12,729)	(25,000)		(12,729)	(1,000)	
NET INCOME	\$ (73,270)	\$ (638,675)		\$ (246,470)	\$ (1,117,214)	
<i>(per budget basis)</i>						

FINANCE
7/16/2025

VILLAGE OF WESTON
Enterprise Fund - Stormwater Utility
6/30/2025
(* 50.0% Year Completed ***)**

	<u>2025</u>		%	<u>2024</u>		%
	<u>YTD</u> <u>ACTUAL</u>	<u>ANNUAL</u> <u>BUDGET</u>		of year completed	<u>YTD</u> <u>ACTUAL</u>	
REVENUES						
Metered/Unmetered Sales:						
Residential	\$ 162,520	\$ 375,000	43.34%	\$ 162,286	\$ 282,000	57.55%
Commercial	239,369	450,000	53.19%	230,151	400,000	57.54%
Industrial	55,804	115,000	48.53%	55,804	98,000	56.94%
Public Authority	28,067	43,000	65.27%	30,261	43,000	70.37%
Tax-Exempt Properties	(322)	11,000	-2.93%	(1,267)	7,900	-16.04%
Other	1,777	1,200	148.08%	1,557	1,200	129.75%
Subtotal Sales	<u>\$ 487,215</u>	<u>\$ 995,200</u>	48.96%	<u>\$ 478,792</u>	<u>\$ 832,100</u>	57.54%
Drainage Fees	3,900	2,500	156.00%	1,700	2,500	68.00%
Interest Income	40,487	6,000	674.78%	16,741	6,000	279.02%
SUBTOTAL REVENUES	<u>531,602</u>	<u>1,003,700</u>	52.96%	<u>497,233</u>	<u>840,600</u>	59.15%
Premium Amortization	-	6,740	0.00%	-	1,380	0.00%
TOTAL REVENUES	<u><u>\$ 531,602</u></u>	<u><u>\$ 1,010,440</u></u>	<u>52.61%</u>	<u><u>\$ 497,233</u></u>	<u><u>\$ 841,980</u></u>	<u>59.06%</u>
EXPENSES						
Program Management	\$ 32,797	\$ 74,104	44.26%	\$ 25,842	\$ 50,159	51.52%
DPW - Drainage Maintenance	69,261	144,132	48.05%	82,640	155,763	53.05%
DPW - Sweeping	12,228	43,777	27.93%	13,471	34,121	39.48%
Depreciation	200,000	400,000	50.00%	195,000	390,000	50.00%
Interest/Fiscal Agent Exps.	56,028	49,825	112.45%	36,504	64,801	56.33%
TOTAL EXPENSES	<u><u>\$ 370,314</u></u>	<u><u>\$ 711,838</u></u>	<u>52.02%</u>	<u><u>\$ 353,457</u></u>	<u><u>\$ 694,844</u></u>	<u>50.87%</u>
NET INCOME (LOSS)	<u><u>\$ 161,288</u></u>	<u><u>\$ 298,602</u></u>		<u><u>\$ 143,776</u></u>	<u><u>\$ 147,136</u></u>	
<i>(per GAAP/GASB basis)</i>						
Less: Add'l Capital Contribs.	-	-		-	-	
NET INCOME (LOSS)	<u><u>\$ 161,288</u></u>	<u><u>\$ 298,602</u></u>		<u><u>\$ 143,776</u></u>	<u><u>\$ 147,136</u></u>	
<i>(per budget basis)</i>						

FINANCE
7/16/2025

VILLAGE OF WESTON
OPERATING BUDGET STATUS REPORT - TIF 1 CIP FUND
6/30/2025
*****50.0% of Year Completed *****

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>
TIF 1 CIP FUND:				
Administration	\$ 5,000	\$ -	\$ 5,000	100.0%
Business Park	14,500	1,422	13,078	90.2%
Weston Avenue	5,524,132	974,759	4,549,373	82.4%
Weston Ave/Birch-Alderson	-	3,106	(3,106)	N/A
Christiansen Prop/Bus Park	1,000,000	150	999,850	100.0%
TOTAL EXPENDITURES	\$ 6,543,632	\$ 979,437	\$ 5,564,195	85.0%
 <u>REVENUES</u>				
Transfer In - TIF #1 Special Revenue Fund	\$ 6,543,632	\$ 979,437	\$ 5,564,195	85.0%
Other Financing Sources	-	-	-	N/A
TOTAL RESOURCES	\$ 6,543,632	\$ 979,437	\$ 5,564,195	85.0%
 Revenues Over (Under) Expenditures		\$ -		

FINANCE
7/16/2025

VILLAGE OF WESTON
OPERATING BUDGET STATUS REPORT - TIF 2 CIP FUND
6/30/2025
*****50.0% of Year Completed *****

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>
TIF 2 CIP FUND:				
Grants/Awards	\$ 507,735	\$ 395,235	\$ 112,500	N/A
Schofield Avenue	5,902,390	976,814	4,925,576	N/A
Publication Fees	-	94	(94)	N/A
TOTAL EXPENDITURES	<u>\$ 6,410,125</u>	<u>\$ 1,372,143</u>	<u>\$ 5,037,982</u>	<u>78.6%</u>
REVENUES				
State Grant	\$ 2,652,390	\$ -	\$ 2,652,390	N/A
Transfer In - TIF #1 Special Revenue Fund	<u>3,757,735</u>	<u>800,000</u>	<u>2,957,735</u>	<u>78.7%</u>
TOTAL RESOURCES	<u>\$ 6,410,125</u>	<u>\$ 800,000</u>	<u>\$5,610,125</u>	<u>87.5%</u>
Revenues Over (Under) Expenditures		\$ (572,143)		

FINANCE
7/16/2025

VILLAGE OF WESTON
OPERATING BUDGET STATUS REPORT - FACILITIES CIP FUND
6/30/2025
*****50.0% of Year Completed *****

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>
FACILITIES CIP FUND:				
Kennedy Park	\$ 1,046,550	\$ 59,313	\$ 987,237	94.3%
Aquatic Center	450,000	34,790	415,210	92.3%
Machmueller	<u>1,100,000</u>	<u>-</u>	<u>1,100,000</u>	<u>100.0%</u>
TOTAL EXPENDITURES	<u><u>\$ 2,596,550</u></u>	<u><u>\$ 94,103</u></u>	<u><u>\$ 2,502,447</u></u>	<u><u>96.4%</u></u>
 REVENUES				
Proceeds from G.O. Bonds	\$ 931,550	\$ -	\$ 931,550	100.0%
Contributions	1,000,000	-	1,000,000	100.0%
Transfers from Other Funds	<u>665,000</u>	<u>-</u>	<u>665,000</u>	<u>100.0%</u>
TOTAL RESOURCES	<u><u>\$ 2,596,550</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 2,596,550</u></u>	<u><u>100.0%</u></u>
Revenues Over (Under) Expenditures		\$ (94,103)		

FINANCE
7/16/2025

VILLAGE OF WESTON
OPERATING BUDGET STATUS REPORT - STREETS CIP FUND
6/30/2025
*****50.0% of Year Completed *****

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>
STREETS CIP FUND:				
Street Maintenance	\$ 225,000	\$ -	\$ 225,000	100.0%
Ross Ave/Camp Phillips	75,000	7,015	67,985	90.6%
Ped/Bike Plan	60,000	-	60,000	100.0%
Mesker/Schofield/Ross	-	1,434	(1,434)	N/A
Shorey	300,000	-	300,000	100.0%
Ross Ave	125,000	23,520	101,480	81.2%
Shorey	-	141	(141)	N/A
Jelinek/Alderson	50,000	7,444	42,556	85.1%
Concord/Bayberry	-	282	(282)	N/A
Ross Ave Joint with Town	60,000	14,638	45,362	75.6%
Fuller Ave	2,075,000	28,982	2,046,018	98.6%
East Jelinek	-	10,817	(10,817)	N/A
Bloedel	50,000	-	50,000	100.0%
Yellow Banks Launch	-	2,671	(2,671)	N/A
Transfers out to Capital Projects	-	2,000,000	(2,000,000)	N/A
TOTAL EXPENDITURES	\$ 3,020,000	\$ 2,096,944	\$ 923,056	30.6%

REVENUES

Interest Income	\$ -	\$ 49,013	\$ (49,013)	N/A
State Grants-Transportation	75,000	-	75,000	100.0%
State Grants-Bike Trails	30,000	42	29,958	99.9%
Misc Rev/Contribution	-	20,000	(20,000)	N/A
E/C River Launch Grant	-	-	-	N/A
Sale of Equip/Property	-	-	-	N/A
Proceeds from GO Bonds/Notes	2,915,000	-	2,915,000	100.0%
Transfers from Other Funds	-	-	-	N/A
TOTAL RESOURCES	\$ 3,020,000	\$ 69,055	\$ 2,950,945	97.7%

Revenues Over (Under) Expenditures \$ (2,027,889)

VILLAGE OF WESTON
OPERATING BUDGET STATUS REPORT - CAPITAL EQUIPMENT CIP FUND
6/30/2025
*****50.0% of Year Completed *****

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>
CAPITAL EQUIPMENT CIP FUND:				
Other Gen Govt Outlay	\$ 80,000	\$ -	\$ 80,000	100.0%
Public Safety Capital Outlay	100,000	-	100,000	100.0%
Highway Equipment	400,000	30,073	369,927	92.5%
Parks Equipment	115,000	-	115,000	100.0%
TOTAL EXPENDITURES	\$ 695,000	\$ 30,073	\$ 664,927	95.7%

REVENUES

State Shared Taxes-Expenditure Restraint	\$ 50,000	\$ -	\$ 50,000	100.0%
State Grants	-	-	-	N/A
Equipment Rental Fees	100,000	-	100,000	100.0%
Sale of Village Property	-	51,157	(51,157)	N/A
Proceeds from GO Bonds/Notes	911,605	-	911,605	100.0%
Transfers from Other Funds	80,000	2,000,000	(1,920,000)	-2400.0%
TOTAL RESOURCES	\$ 1,141,605	\$ 2,051,157	\$ (909,552)	-79.7%

Revenues Over (Under) Expenditures \$ 2,021,084

FINANCE
7/16/2025

REQUEST FOR CONSIDERATION

Public Mtg/Date: Finance & Human Resource Committee, July 21, 2025

Description: June TIF 1 & TIF 2 Detail Reports

From: Finance Department

Question: Should the Finance Committee acknowledge the TIF 1 & TIF 2 detail reports?

Background

The detail ledger for TIF 1 and TIF 2 are attached. All TIF funds are included; however, if there is not transaction activity in a fund, the detail ledger will not include those funds.

The fund number is the first two digits of the account number on the detail ledger. The breakdown of what each fund is can be found below:

- Fund 21 is TIF 1
- Fund 27 is TIF 1 CDA
- Fund 40 is TIF 1 Capital
- Fund 26 is TIF 2
- Fund 28 is TIF 2 CDA

Attached Docs: Detail Ledger for TIF 1 & TIF 2

Committee Action: None.

FISCAL IMPACT: None.

Recommendation: Finance Director recommends acknowledgement.

Recommended Language for Official Action

I move to acknowledge the TIF 1 & TIF 2 detail reports.

Additional action: None.

Report Criteria:

- Actual Amounts
- Accounts With Balances Or Activity
- Summarize Payroll Detail
- Print Period Totals
- Include Vendor Number, Invoice Number, Description, and Invoice Date Comments
- Include FUNDS: 21, 26, 27, 28, 40
- Exclude FUNDS: 99
- Print FUND Titles
- Page by FUND
- All Segments Tested for Total Breaks
- Account Code.Account code = "E","R"

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
TIF #1/SPECIAL REVENUE FUND							
			05/31/2025 (05/25) Balance	21-00-41120-000-000			6,709,929.03-
			06/30/2025 (06/25) Period Totals and Balance		.00 *	.00 *	6,709,929.03-
YTD Encumbrance	.00	YTD Actual	-6,709,929.03 Total	-6,709,929.03 YTD Budget	-6,200,000.00 Unearned	(509,929.03)	
STATE SHARED TAXES-P/P AID							
			05/31/2025 (05/25) Balance	21-00-43440-000-000			306,601.86-
			06/30/2025 (06/25) Period Totals and Balance		.00 *	.00 *	306,601.86-
YTD Encumbrance	.00	YTD Actual	-306,601.86 Total	-306,601.86 YTD Budget	-306,602.00 Unearned	.14	
INTEREST-INVESTMENTS							
			05/31/2025 (05/25) Balance	21-00-48110-001-000			213,555.96-
06/30/2025	CR1	6	Intercity Interest - June			2,189.29-	
06/30/2025	JE	6	LGIP Acct Interest - June			35,983.65-	
			06/30/2025 (06/25) Period Totals and Balance		.00 *	38,172.94- *	251,728.90-
YTD Encumbrance	.00	YTD Actual	-251,728.90 Total	-251,728.90 YTD Budget	-20,000.00 Unearned	(231,728.90)	
MISCELLANEOUS EXPENSE							
			05/31/2025 (05/25) Balance	21-01-51910-399-000			1,461.84
			06/30/2025 (06/25) Period Totals and Balance		.00 *	.00 *	1,461.84
YTD Encumbrance	.00	YTD Actual	1,461.84 Total	1,461.84 YTD Budget	.00 Unexpended	(1,461.84)	
REGULAR EARNINGS							
			05/31/2025 (05/25) Balance	21-06-56721-110-000			52,173.83
06/13/2025	PC	181	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		955.78		
06/13/2025	PC	184	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		119.47		
06/13/2025	PC	187	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		119.47		
06/13/2025	PC	208	BLAREK,FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		370.85		
06/13/2025	PC	214	BLAREK,FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		46.36		
06/13/2025	PC	220	BLAREK,FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		46.36		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
06/13/2025	PC	327	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		290.14		
06/13/2025	PC	333	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		68.49		
06/13/2025	PC	339	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		39.85		
06/13/2025	PC	359	WODALSKI,MICHAEL J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		704.84		
06/13/2025	PC	364	WODALSKI,MICHAEL J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		46.99		
06/13/2025	PC	369	WODALSKI,MICHAEL J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		83.54		
06/13/2025	PC	520	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		1,476.59		
06/13/2025	PC	525	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		20.80		
06/13/2025	PC	530	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		166.38		
06/13/2025	PC	842	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		102.73		
06/13/2025	PC	847	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		23.71		
06/13/2025	PC	852	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		14.05		
06/27/2025	PC	1016	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		1,015.51		
06/27/2025	PC	1019	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		179.21		
06/27/2025	PC	1039	BLAREK,FORREST J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		388.23		
06/27/2025	PC	1045	BLAREK,FORREST J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		75.33		
06/27/2025	PC	1135	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		333.73		
06/27/2025	PC	1141	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		64.75		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
06/27/2025	PC	1169	WODALSKI,MICHAEL J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		835.36		
06/27/2025	PC	1307	GEBERT, JAMI PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		1,611.77		
06/27/2025	PC	1312	GEBERT, JAMI PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		51.99		
06/27/2025	PC	1581	LAO, SONG PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		140.48		
06/30/2025 (06/25) Period Totals and Balance					9,392.76 *	.00 *	61,566.59
YTD Encumbrance		.00	YTD Actual	61,566.59 Total	61,566.59 YTD Budget	135,282.00 Unexpended	73,715.41
SOCIAL SECURITY				05/31/2025 (05/25) Balance	21-06-56721-151-000		3,800.93
06/13/2025	PB	795	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		64.74		
06/13/2025	PB	801	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		15.14		
06/13/2025	PB	873	BLAREK,FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		26.73		
06/13/2025	PB	885	BLAREK,FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		6.25		
06/13/2025	PB	1149	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		22.92		
06/13/2025	PB	1161	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		5.36		
06/13/2025	PB	1233	WODALSKI,MICHAEL J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		51.53		
06/13/2025	PB	1245	WODALSKI,MICHAEL J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		12.05		
06/13/2025	PB	1789	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		98.98		
06/13/2025	PB	1801	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		23.15		
06/13/2025	PB	2825	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		8.15		
06/13/2025	PB	2835	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		1.91		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
06/27/2025	PB	3431	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		64.74		
06/27/2025	PB	3437	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		15.14		
06/27/2025	PB	3509	BLAREK,FORREST J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		26.73		
06/27/2025	PB	3521	BLAREK,FORREST J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		6.25		
06/27/2025	PB	3779	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		22.92		
06/27/2025	PB	3791	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		5.36		
06/27/2025	PB	3887	WODALSKI,MICHAEL J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		51.53		
06/27/2025	PB	3899	WODALSKI,MICHAEL J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		12.05		
06/27/2025	PB	4435	GEBERT, JAMI PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		98.85		
06/27/2025	PB	4445	GEBERT, JAMI PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		23.12		
06/27/2025	PB	5345	LAO, SONG PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		8.15		
06/27/2025	PB	5355	LAO, SONG PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		1.91		
06/30/2025 (06/25) Period Totals and Balance					673.66 *	.00 *	4,474.59
YTD Encumbrance	.00	YTD Actual	4,474.59	Total	4,474.59	YTD Budget	10,350.00 Unexpended
					5,875.41		
RETIREMENT-ER/EE SHARE			05/31/2025 (05/25) Balance	21-06-56721-152-000			3,672.70
06/13/2025	PB	789	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		83.03		
06/13/2025	PB	861	BLAREK,FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		32.22		
06/13/2025	PB	1137	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		27.69		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
06/13/2025	PB	1221	WODALSKI,MICHAEL J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		58.06		
06/13/2025	PB	1777	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		115.63		
06/13/2025	PB	2815	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		9.76		
06/27/2025	PB	3425	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		83.03		
06/27/2025	PB	3497	BLAREK,FORREST J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		32.22		
06/27/2025	PB	3767	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		27.69		
06/27/2025	PB	3875	WODALSKI,MICHAEL J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		58.06		
06/27/2025	PB	4425	GEBERT, JAMI PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		115.63		
06/27/2025	PB	5335	LAO, SONG PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		9.76		
06/30/2025 (06/25) Period Totals and Balance					652.78 *	.00 *	4,325.48
YTD Encumbrance	.00	YTD Actual	4,325.48 Total	4,325.48 YTD Budget	9,402.00 Unexpended	5,076.52	
HEALTH INSURANCE		05/31/2025 (05/25) Balance		21-06-56721-154-000			10,238.28
06/13/2025	PB	765	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		333.57		
06/13/2025	PB	771	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		13.41		
06/13/2025	PB	783	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.34		
06/13/2025	PB	813	BLAREK,FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		157.52		
06/13/2025	PB	825	BLAREK,FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		6.71		
06/13/2025	PB	849	BLAREK,FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.17		
06/13/2025	PB	1089	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		111.19		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
06/13/2025	PB	1101	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		4.47		
06/13/2025	PB	1125	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.11		
06/13/2025	PB	1187	WODALSKI,MICHAEL J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		8.90		
06/13/2025	PB	1209	WODALSKI,MICHAEL J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.23		
06/13/2025	PB	1731	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		125.75		
06/13/2025	PB	1743	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		5.65		
06/13/2025	PB	1765	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.40		
06/13/2025	PB	2775	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		55.60		
06/13/2025	PB	2785	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		2.24		
06/13/2025	PB	2805	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.06		
06/27/2025	PB	3401	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		333.57		
06/27/2025	PB	3407	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		13.41		
06/27/2025	PB	3419	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.34		
06/27/2025	PB	3449	BLAREK,FORREST J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		157.52		
06/27/2025	PB	3461	BLAREK,FORREST J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		6.71		
06/27/2025	PB	3485	BLAREK,FORREST J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.17		
06/27/2025	PB	3719	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		111.19		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
06/27/2025	PB	3731	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		4.47		
06/27/2025	PB	3755	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.11		
06/27/2025	PB	3841	WODALSKI,MICHAEL J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		8.90		
06/27/2025	PB	3863	WODALSKI,MICHAEL J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.23		
06/27/2025	PB	4385	GEBERT, JAMI PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		129.72		
06/27/2025	PB	4395	GEBERT, JAMI PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		5.83		
06/27/2025	PB	4415	GEBERT, JAMI PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.40		
06/27/2025	PB	5295	LAO, SONG PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		55.59		
06/27/2025	PB	5305	LAO, SONG PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		2.24		
06/27/2025	PB	5325	LAO, SONG PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.06		
06/30/2025 (06/25) Period Totals and Balance					1,656.78 *	.00 *	11,895.06
YTD Encumbrance	.00	YTD Actual	11,895.06 Total	11,895.06 YTD Budget	24,384.00 Unexpended	12,488.94	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			05/31/2025 (05/25) Balance	21-06-56721-155-000			87.31
06/13/2025	PB	777	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		4.08		
06/13/2025	PB	837	BLAREK,FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.53		
06/13/2025	PB	1113	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.74		
06/13/2025	PB	1199	WODALSKI,MICHAEL J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.89		
06/13/2025	PB	1755	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		1.99		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
06/13/2025	PB	2795	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.13		
06/27/2025	PB	3413	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		4.08		
06/27/2025	PB	3473	BLAREK,FORREST J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.53		
06/27/2025	PB	3743	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.74		
06/27/2025	PB	3853	WODALSKI,MICHAEL J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.89		
06/27/2025	PB	4405	GEBERT, JAMI PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		2.05		
06/27/2025	PB	5315	LAO, SONG PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.13		
06/30/2025 (06/25) Period Totals and Balance					16.78 *	.00 *	104.09
YTD Encumbrance		.00 YTD Actual	104.09 Total	104.09 YTD Budget	249.00 Unexpended	144.91	
WORKER'S COMP INSURANCE		05/31/2025 (05/25) Balance		21-06-56721-156-000			449.90
06/13/2025	PB	807	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		1.94		
06/13/2025	PB	897	BLAREK,FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		20.35		
06/13/2025	PB	1173	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.65		
06/13/2025	PB	1257	WODALSKI,MICHAEL J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		1.35		
06/13/2025	PB	1813	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		2.70		
06/13/2025	PB	2845	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.23		
06/27/2025	PB	3443	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		1.94		
06/27/2025	PB	3533	BLAREK,FORREST J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		20.35		
06/27/2025	PB	3803	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.65		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
06/27/2025	PB	3911	WODALSKI,MICHAEL J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		1.35		
06/27/2025	PB	4455	GEBERT, JAMI PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		2.70		
06/27/2025	PB	5365	LAO, SONG PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.23		
06/30/2025 (06/25) Period Totals and Balance					54.44 *	.00 *	504.34
YTD Encumbrance	.00	YTD Actual	504.34 Total	504.34 YTD Budget	673.00 Unexpended	168.66	
LEGAL SERVICES							
05/31/2025 (05/25) Balance				21-06-56721-212-000			1,640.00
06/30/2025 (06/25) Period Totals and Balance					.00 *	.00 *	1,640.00
YTD Encumbrance	.00	YTD Actual	1,640.00 Total	1,640.00 YTD Budget	5,000.00 Unexpended	3,360.00	
ACCOUNTING & AUDITING FEES							
05/31/2025 (05/25) Balance				21-06-56721-213-000			5,514.00
06/30/2025 (06/25) Period Totals and Balance					.00 *	.00 *	5,514.00
YTD Encumbrance	.00	YTD Actual	5,514.00 Total	5,514.00 YTD Budget	7,000.00 Unexpended	1,486.00	
STATE INSPECTION/REVIEW FEES							
05/31/2025 (05/25) Balance				21-06-56721-279-000			150.00
06/30/2025 (06/25) Period Totals and Balance					.00 *	.00 *	150.00
YTD Encumbrance	.00	YTD Actual	150.00 Total	150.00 YTD Budget	150.00 Unexpended	.00	
MEMBERSHIP DUES							
05/31/2025 (05/25) Balance				21-06-56721-324-000			1,685.00
06/30/2025 (06/25) Period Totals and Balance					.00 *	.00 *	1,685.00
YTD Encumbrance	.00	YTD Actual	1,685.00 Total	1,685.00 YTD Budget	1,800.00 Unexpended	115.00	
RENTS/LEASES-LAND							
05/31/2025 (05/25) Balance				21-06-56721-531-000			146,581.25
06/30/2025 (06/25) Period Totals and Balance					.00 *	.00 *	146,581.25
YTD Encumbrance	.00	YTD Actual	146,581.25 Total	146,581.25 YTD Budget	1,548,163.00 Unexpended	1,401,581.75	
GRANT							
05/31/2025 (05/25) Balance				21-06-56771-791-000			49,213.28
06/30/2025 (06/25) Period Totals and Balance					.00 *	.00 *	49,213.28
YTD Encumbrance	.00	YTD Actual	49,213.28 Total	49,213.28 YTD Budget	72,000.00 Unexpended	22,786.72	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
TIF #2/SPECIAL REVENUE FUND							
TAX INCREMENTS			05/31/2025 (05/25) Balance	26-00-41120-000-000			758,470.67-
			06/30/2025 (06/25) Period Totals and Balance		.00 *	.00 *	758,470.67-
YTD Encumbrance	.00	YTD Actual	-758,470.67 Total	-758,470.67	YTD Budget	-685,000.00 Unearned	(73,470.67)
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STATE SHARED TAXES-P/P AID			05/31/2025 (05/25) Balance	26-00-43440-000-000			112,532.00-
			06/30/2025 (06/25) Period Totals and Balance		.00 *	.00 *	112,532.00-
YTD Encumbrance	.00	YTD Actual	-112,532.00 Total	-112,532.00	YTD Budget	-112,532.00 Unearned	.00
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INTEREST-INVESTMENTS			05/31/2025 (05/25) Balance	26-00-48110-001-000			20,773.77-
06/30/2025	CR1	6	Intercity Interest - June			2,328.05-	
			06/30/2025 (06/25) Period Totals and Balance		.00 *	2,328.05- *	23,101.82-
YTD Encumbrance	.00	YTD Actual	-23,101.82 Total	-23,101.82	YTD Budget	-2,000.00 Unearned	(21,101.82)
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MISCELLANEOUS EXPENSE			05/31/2025 (05/25) Balance	26-01-51910-399-000			130.31
			06/30/2025 (06/25) Period Totals and Balance		.00 *	.00 *	130.31
YTD Encumbrance	.00	YTD Actual	130.31 Total	130.31	YTD Budget	.00 Unexpended	(130.31)
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REGULAR EARNINGS			05/31/2025 (05/25) Balance	26-06-56726-110-000			11,965.41
06/13/2025	PC	180	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		159.30		
06/13/2025	PC	183	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		19.91		
06/13/2025	PC	186	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		19.91		
06/13/2025	PC	207	BLAREK,FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		123.62		
06/13/2025	PC	213	BLAREK,FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		15.45		
06/13/2025	PC	219	BLAREK,FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		15.45		
06/13/2025	PC	325	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		145.07		
06/13/2025	PC	331	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		34.24		
06/13/2025	PC	337	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		19.92		
06/13/2025	PC	519	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		400.79		
06/13/2025	PC	524	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		5.64		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance		
06/13/2025	PC	529	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		45.16				
06/13/2025	PC	843	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		102.73				
06/13/2025	PC	848	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		23.71				
06/13/2025	PC	853	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		14.05				
06/27/2025	PC	1015	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		169.25				
06/27/2025	PC	1018	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		29.87				
06/27/2025	PC	1038	BLAREK,FORREST J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		129.41				
06/27/2025	PC	1044	BLAREK,FORREST J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		25.11				
06/27/2025	PC	1133	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		166.86				
06/27/2025	PC	1139	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		32.38				
06/27/2025	PC	1306	GEBERT, JAMI PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		437.48				
06/27/2025	PC	1311	GEBERT, JAMI PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		14.11				
06/27/2025	PC	1582	LAO, SONG PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		140.48				
06/30/2025 (06/25) Period Totals and Balance					2,289.90 *	.00 *	14,255.31		
YTD Encumbrance	.00	YTD Actual	14,255.31	Total	14,255.31	YTD Budget	36,944.00	Unexpended	22,688.69

SOCIAL SECURITY		05/31/2025 (05/25) Balance		26-06-56726-151-000			860.25
06/13/2025	PB	797	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		10.79		
06/13/2025	PB	803	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		2.52		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
06/13/2025	PB	875	BLAREK, FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		8.91		
06/13/2025	PB	887	BLAREK, FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		2.08		
06/13/2025	PB	1151	TRAUTMAN, JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		11.46		
06/13/2025	PB	1163	TRAUTMAN, JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		2.68		
06/13/2025	PB	1791	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		26.87		
06/13/2025	PB	1803	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		6.28		
06/13/2025	PB	2827	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		8.15		
06/13/2025	PB	2837	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		1.91		
06/27/2025	PB	3433	HIGGINS, JENNIFER LYNN PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		10.79		
06/27/2025	PB	3439	HIGGINS, JENNIFER LYNN PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		2.52		
06/27/2025	PB	3511	BLAREK, FORREST J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		8.91		
06/27/2025	PB	3523	BLAREK, FORREST J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		2.08		
06/27/2025	PB	3781	TRAUTMAN, JESSICA M PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		11.46		
06/27/2025	PB	3793	TRAUTMAN, JESSICA M PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		2.68		
06/27/2025	PB	4437	GEBERT, JAMI PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		26.83		
06/27/2025	PB	4447	GEBERT, JAMI PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		6.27		
06/27/2025	PB	5347	LAO, SONG PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		8.15		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
06/27/2025	PB	5357	LAO, SONG PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		1.91		
06/30/2025 (06/25) Period Totals and Balance					163.25 *	.00 *	1,023.50
YTD Encumbrance		.00 YTD Actual	1,023.50 Total	1,023.50 YTD Budget	2,828.00 Unexpended	1,804.50	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
				05/31/2025 (05/25) Balance			831.65
06/13/2025	PB	791	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD	26-06-56726-152-000	13.84		
06/13/2025	PB	863	BLAREK,FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		10.74		
06/13/2025	PB	1139	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		13.85		
06/13/2025	PB	1779	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		31.39		
06/13/2025	PB	2817	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		9.76		
06/27/2025	PB	3427	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		13.84		
06/27/2025	PB	3499	BLAREK,FORREST J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		10.74		
06/27/2025	PB	3769	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		13.85		
06/27/2025	PB	4427	GEBERT, JAMI PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		31.39		
06/27/2025	PB	5337	LAO, SONG PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		9.76		
06/30/2025 (06/25) Period Totals and Balance					159.16 *	.00 *	990.81
YTD Encumbrance		.00 YTD Actual	990.81 Total	990.81 YTD Budget	2,567.00 Unexpended	1,576.19	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
				05/31/2025 (05/25) Balance			2,901.52
06/13/2025	PB	767	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD	26-06-56726-154-000	55.59		
06/13/2025	PB	773	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		2.24		
06/13/2025	PB	785	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.06		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
06/13/2025	PB	815	BLAREK, FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		52.51		
06/13/2025	PB	827	BLAREK, FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		2.24		
06/13/2025	PB	851	BLAREK, FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.06		
06/13/2025	PB	1091	TRAUTMAN, JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		55.59		
06/13/2025	PB	1103	TRAUTMAN, JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		2.24		
06/13/2025	PB	1127	TRAUTMAN, JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.06		
06/13/2025	PB	1733	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		34.13		
06/13/2025	PB	1745	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		1.53		
06/13/2025	PB	1767	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.11		
06/13/2025	PB	2777	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		55.60		
06/13/2025	PB	2787	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		2.24		
06/13/2025	PB	2807	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.06		
06/27/2025	PB	3403	HIGGINS, JENNIFER LYNN PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		55.59		
06/27/2025	PB	3409	HIGGINS, JENNIFER LYNN PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		2.24		
06/27/2025	PB	3421	HIGGINS, JENNIFER LYNN PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.06		
06/27/2025	PB	3451	BLAREK, FORREST J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		52.51		
06/27/2025	PB	3463	BLAREK, FORREST J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		2.24		
06/27/2025	PB	3487	BLAREK, FORREST J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.06		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
06/27/2025	PB	3721	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		55.59		
06/27/2025	PB	3733	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		2.24		
06/27/2025	PB	3757	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.06		
06/27/2025	PB	4387	GEBERT, JAMI PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		35.21		
06/27/2025	PB	4397	GEBERT, JAMI PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		1.58		
06/27/2025	PB	4417	GEBERT, JAMI PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.11		
06/27/2025	PB	5297	LAO, SONG PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		55.59		
06/27/2025	PB	5307	LAO, SONG PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		2.24		
06/27/2025	PB	5327	LAO, SONG PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.06		
06/30/2025 (06/25) Period Totals and Balance					529.64 *	.00 *	3,431.16
YTD Encumbrance	.00	YTD Actual	3,431.16 Total	3,431.16 YTD Budget	8,883.00 Unexpended	5,451.84	
LIFE INSURANCE			05/31/2025 (05/25) Balance	26-06-56726-155-000			18.81
06/13/2025	PB	779	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.68		
06/13/2025	PB	839	BLAREK,FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.18		
06/13/2025	PB	1115	TRAUTMAN,JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.37		
06/13/2025	PB	1757	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.54		
06/13/2025	PB	2797	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.13		
06/27/2025	PB	3415	HIGGINS,JENNIFER LYNN PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.68		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
06/27/2025	PB	3475	BLAREK, FORREST J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.18		
06/27/2025	PB	3745	TRAUTMAN, JESSICA M PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.37		
06/27/2025	PB	4407	GEBERT, JAMI PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.56		
06/27/2025	PB	5317	LAO, SONG PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.13		
06/30/2025 (06/25) Period Totals and Balance					3.82 *	.00 *	22.63
YTD Encumbrance	.00	YTD Actual	22.63 Total	22.63 YTD Budget	69.00 Unexpended	46.37	
WORKER'S COMP INSURANCE							86.54
05/31/2025 (05/25) Balance					26-06-56726-156-000		
06/13/2025	PB	809	HIGGINS, JENNIFER LYNN PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.32		
06/13/2025	PB	899	BLAREK, FORREST J PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		6.78		
06/13/2025	PB	1175	TRAUTMAN, JESSICA M PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.32		
06/13/2025	PB	1815	GEBERT, JAMI PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.73		
06/13/2025	PB	2847	LAO, SONG PAYROLL TRANS FOR 6/8/2025 PAY PERIOD		.23		
06/27/2025	PB	3445	HIGGINS, JENNIFER LYNN PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.32		
06/27/2025	PB	3535	BLAREK, FORREST J PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		6.78		
06/27/2025	PB	3805	TRAUTMAN, JESSICA M PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.32		
06/27/2025	PB	4457	GEBERT, JAMI PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.73		
06/27/2025	PB	5367	LAO, SONG PAYROLL TRANS FOR 6/22/2025 PAY PERIOD		.23		
06/30/2025 (06/25) Period Totals and Balance					16.76 *	.00 *	103.30
YTD Encumbrance	.00	YTD Actual	103.30 Total	103.30 YTD Budget	211.00 Unexpended	107.70	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
ACCOUNTING & AUDITING FEES							
		05/31/2025 (05/25) Balance		26-06-56726-213-000			490.13
		06/30/2025 (06/25) Period Totals and Balance			.00 *	.00 *	490.13
YTD Encumbrance	.00	YTD Actual	490.13 Total	490.13 YTD Budget	600.00 Unexpended	109.87	
STATE INSPECTION/REVIEW FEES							
		05/31/2025 (05/25) Balance		26-06-56726-279-000			150.00
		06/30/2025 (06/25) Period Totals and Balance			.00 *	.00 *	150.00
YTD Encumbrance	.00	YTD Actual	150.00 Total	150.00 YTD Budget	150.00 Unexpended	.00	
TRANSFERS OUT TO: TIF #2-CIP							
		05/31/2025 (05/25) Balance		26-09-59246-900-000			800,000.00
		06/30/2025 (06/25) Period Totals and Balance			.00 *	.00 *	800,000.00
YTD Encumbrance	.00	YTD Actual	800,000.00 Total	800,000.00 YTD Budget	3,757,735.00 Unexpended	2,957,735.00	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
CDA/TIF #1 FUND							
			05/31/2025 (05/25) Balance	27-00-48110-001-000			29,845.60-
			06/30/2025 (06/25) Period Totals and Balance		.00 *	.00 *	29,845.60-
YTD Encumbrance	.00	YTD Actual	-29,845.60 Total	-29,845.60 YTD Budget	-10,000.00 Unearned	(19,845.60)	
<hr/>							
			05/31/2025 (05/25) Balance	27-00-48201-000-000			146,581.25-
			06/30/2025 (06/25) Period Totals and Balance		.00 *	.00 *	146,581.25-
YTD Encumbrance	.00	YTD Actual	-146,581.25 Total	-146,581.25 YTD Budget	-1,548,163.00 Unearned	1,401,581.75	
<hr/>							
			05/31/2025 (05/25) Balance	27-09-59230-900-000			146,581.25
			06/30/2025 (06/25) Period Totals and Balance		.00 *	.00 *	146,581.25
YTD Encumbrance	.00	YTD Actual	146,581.25 Total	146,581.25 YTD Budget	1,548,163.00 Unexpended	1,401,581.75	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
CDA/TIF #2 FUND							
			05/31/2025 (05/25) Balance	28-00-48110-001-000			2,877.86-
			06/30/2025 (06/25) Period Totals and Balance		.00 *	.00 *	2,877.86-
YTD Encumbrance	.00	YTD Actual	-2,877.86 Total	-2,877.86 YTD Budget	-5,000.00 Unearned	2,122.14	
TRANSFERS OUT TO: DEBT SERVICE							
			05/31/2025 (05/25) Balance	28-09-59230-900-000			3,562.50
			06/30/2025 (06/25) Period Totals and Balance		.00 *	.00 *	3,562.50
YTD Encumbrance	.00	YTD Actual	3,562.50 Total	3,562.50 YTD Budget	157,125.00 Unexpended	153,562.50	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
TIF #1 - CIP FUND							
			05/31/2025 (05/25) Balance	40-06-56771-290-000			.00
06/06/2025	AP	241	RIVER VIEW PROFESSIONAL LANDSCAP **VendorNo: 20795 **Inv. No: 68767 **Desc: LAWN MOWING: BUSINESS PARK MAY 2025 **Inv. Date: 06/06/25		925.00		
06/06/2025	AP	242	RIVER VIEW PROFESSIONAL LANDSCAP **VendorNo: 20795 **Inv. No: 68768 **Desc: LAWN MOWING:BUSINESS PARK BERM - 5/27/25 **Inv. Date: 06/06/25		218.50		
06/06/2025	AP	243	RIVER VIEW PROFESSIONAL LANDSCAP **VendorNo: 20795 **Inv. No: 68769 **Desc: LAWN MOWING:BUSINESS PARK BERM - 5/27/24 **Inv. Date: 06/06/25		279.00		
			06/30/2025 (06/25) Period Totals and Balance		1,422.50 *	.00 *	1,422.50
YTD Encumbrance	.00	YTD Actual	1,422.50 Total	1,422.50 YTD Budget	14,500.00 Unexpended	13,077.50	
<hr/>							
			05/31/2025 (05/25) Balance	40-07-57355-215-000			78,830.24
06/13/2025	AP	283	AECOM TECHNICAL SERVICES INC **VendorNo: 4290 **Inv. No: 2001029492 **Desc: WESTON AVE (X TO J) CONSTRUCTION SERVICES (MAY 25) **Inv. Date: 06/13/25		28,654.10		
			06/30/2025 (06/25) Period Totals and Balance		28,654.10 *	.00 *	107,484.34
YTD Encumbrance	.00	YTD Actual	107,484.34 Total	107,484.34 YTD Budget	5,524,132.00 Unexpended	5,416,647.66	
<hr/>							
			05/31/2025 (05/25) Balance	40-07-57355-821-000			65,700.00
			06/30/2025 (06/25) Period Totals and Balance		.00 *	.00 *	65,700.00
YTD Encumbrance	.00	YTD Actual	65,700.00 Total	65,700.00 YTD Budget	.00 Unexpended	(65,700.00)	
<hr/>							
			05/31/2025 (05/25) Balance	40-07-57355-823-000			16,323.43
			06/30/2025 (06/25) Period Totals and Balance		.00 *	.00 *	16,323.43
YTD Encumbrance	.00	YTD Actual	16,323.43 Total	16,323.43 YTD Budget	.00 Unexpended	(16,323.43)	
<hr/>							
			05/31/2025 (05/25) Balance	40-07-57355-825-000			.00
06/12/2025	AP	196	INTEGRITY GRADING & **VendorNo: 7320 **Inv. No: PAY APP 7 WESTON AVE_CTY X **Desc: WESTON AVE WEST PHASE - PAY APP 7 - STORM **Inv. Date: 06/12/25		14,025.22		
			06/30/2025 (06/25) Period Totals and Balance		14,025.22 *	.00 *	14,025.22
YTD Encumbrance	.00	YTD Actual	14,025.22 Total	14,025.22 YTD Budget	.00 Unexpended	(14,025.22)	
<hr/>							
			05/31/2025 (05/25) Balance	40-07-57355-826-000			253,025.17
06/12/2025	AP	194	INTEGRITY GRADING & **VendorNo: 7320 **Inv. No: PAY APP 7 WESTON AVE_CTY X **Desc: WESTON AVE X-J (WEST PHASE) PAY APP 7-SEWER **Inv. Date: 06/12/25		190,422.86		
			06/30/2025 (06/25) Period Totals and Balance		190,422.86 *	.00 *	443,448.03
YTD Encumbrance	.00	YTD Actual	443,448.03 Total	443,448.03 YTD Budget	.00 Unexpended	(443,448.03)	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance			
06/12/2025	AP	195	INTEGRITY GRADING & **VendorNo: 7320 **Inv. No: PAY APP 7 WESTON AVE_CTY X **Desc: WESTON AVE WEST PHASE - PAY APP 7 - WATER **Inv. Date: 06/12/25	40-07-57355-827-000	135,381.30		192,396.94			
			06/30/2025 (06/25) Period Totals and Balance		135,381.30 *	.00 *	327,778.24			
YTD Encumbrance		.00	YTD Actual	327,778.24	Total	327,778.24	YTD Budget	.00	Unexpended	(327,778.24)
<hr/>										
			ARCHITECTURAL & ENGINEERING FE	05/31/2025 (05/25) Balance	40-07-57390-215-000		3,105.80			
			06/30/2025 (06/25) Period Totals and Balance		.00 *	.00 *	3,105.80			
YTD Encumbrance		.00	YTD Actual	3,105.80	Total	3,105.80	YTD Budget	.00	Unexpended	(3,105.80)
<hr/>										
			PUBLICATION FEES-LEGAL NOTICES	05/31/2025 (05/25) Balance	40-07-57399-321-000		149.72			
			06/30/2025 (06/25) Period Totals and Balance		.00 *	.00 *	149.72			
YTD Encumbrance		.00	YTD Actual	149.72	Total	149.72	YTD Budget	.00	Unexpended	(149.72)

Report Criteria:

- Actual Amounts
- Accounts With Balances Or Activity
- Summarize Payroll Detail
- Print Period Totals
- Include Vendor Number, Invoice Number, Description, and Invoice Date Comments
- Include FUNDS: 21, 26, 27, 28, 40
- Exclude FUNDS: 99
- Print FUND Titles
- Page by FUND
- All Segments Tested for Total Breaks
- Account Code.Account code = "E", "R"

REQUEST FOR CONSIDERATION

Public Mtg/Date: Finance & Human Resource Committee, July 21, 2025

Description: Attorney detail 6/9/25 – 7/13/25

From: Finance Department

Question: N/A

Background

Attached is the check detail for legal fees

Attached Docs: Vendor history

Committee Action: None.

FISCAL IMPACT: None.

Recommendation: None.

Recommended Language for Official Action

For review, no action needed.

Vendor: **19951 YDE LAW FIRM S.C.**
2405 SCHOFIELD AVE
SUITE 210
WESTON, WI 54476

Phone:
Contact:
Activation Date: 03/01/2010

Termination Date:
Terms Code: Open Terms

Default Description:
Standard GL Accou 10-01-51300-212-000

Vendor Type: Normal

Rating:
1099 ID Number: 39-1895766
Balance: .00

Totals Category	Report Dates	Year 2025	Year 2024
1099 Amount	2,987.50	19,057.50	31,636.00
Purchases	2,987.50	19,057.50	31,636.00
Adjustments	.00	.00	.00
Payments	2,987.50	19,057.50	31,636.00
Discounts	.00	.00	.00
Discounts Lost	.00	.00	.00

	Date	Number	Amount
Last PO:	01/01/0001		.00
Last Invoice:	06/11/2025	224291	2,060.00
Last Check:	06/19/2025	64755	2,987.50

Invoice Detail

Invoice Date	Invoice Number	Seq	GL Period	Type	Input Date	Description	Amount	Payment Due Date	Discount	PO Number	PO Seq	Check Number	GL Account	1099 Type
06/11/2025	224290	1	06/25	Invoice	06/13/2025	MCJAY AND GUERNDT QUICK CLAIM DEED	647.50	06/19/2025	-			64755	10-01-51300-21	Attorneys Fe
06/11/2025	224290	2	06/25	Invoice	06/13/2025	ELLIS CONTRACT	40.00	06/19/2025	-			64755	60-03-53780-21	Attorneys Fe
06/11/2025	224290	3	06/25	Invoice	06/13/2025	MT OLIVE EXEMPTION REQUEST	240.00	06/19/2025	-			64755	10-01-51300-21	Attorneys Fe
06/11/2025	224291	1	06/25	Invoice	06/13/2025	OPEN RECORDS REQUEST 5/9-5/28	2,060.00	06/19/2025	-			64755	10-01-51300-21	Attorneys Fe

Check Detail

Check Date	Check Number	Seq	GL Period	Type	Input Date	Amount	Discount Taken	Discount Lost	Invoice Number	Inv Seq	Invoice Description	Bank	GL Account	1099
06/19/2025	64755	1	06/25	Calculated	06/19/2025	647.50	.00	.00	224290	1	MCJAY AND GUERNDT QUICK CLAIM DEED	1	10-01-51300-	Attorn
06/19/2025	64755	2	06/25	Calculated	06/19/2025	40.00	.00	.00	224290	2	ELLIS CONTRACT	1	60-03-53780-	Attorn
06/19/2025	64755	3	06/25	Calculated	06/19/2025	240.00	.00	.00	224290	3	MT OLIVE EXEMPTION REQUEST	1	10-01-51300-	Attorn
06/19/2025	64755	4	06/25	Calculated	06/19/2025	2,060.00	.00	.00	224291	1	OPEN RECORDS REQUEST 5/9-5/28	1	10-01-51300-	Attorn

PO Detail

PO Date	PO Number	Seq	GL Period	Type	Input Date	Description	Amount	PO Balance	Req Number	Re Seq	Invoice Number	GL Account	Recvd
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Requisition Detail

Requisition Date	Requisition Number	Seq	Status	Status Date	Description	Amount	PO Number	GL Account
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Report Criteria:

[Report].Vendor Number = 19951

REQUEST FOR CONSIDERATION

Public Mtg/Date:	Finance and Human Resources Committee, July 21, 2025
Description:	Acknowledge recent staff transitions – Planning & Development recruitment for Assistant Planner/Associate Planner
From:	Jami Gebert, Village Administrator
Question:	None – Educational Presentations & Reports

Background

Documenting for the Finance and Human Resources Committee staff transitions in the prior six-months:

- On February 3, 2025, Tyler Tryba began employment as a Public Works Maintainer.
- On April 28, 2025, Dustin Gessert began employment as the Assistant Zoning Administrator/Code Enforcement Officer. Mr. Gessert left employment on July 7, 2025, to return to the law enforcement field.
- On May 2, 2025, Will Harrison, Utilities Technician, resigned.
- On June 18, 2025, Peter Burazin, Public Works Operator, resigned.
- On July 4, 2025, David Tryba, Utility Maintainer, resigned.

The Village is currently completing recruitments for a Public Works Maintainer/Operator and Utility Maintainer/Operator. The Village will open recruitment for an Engineering Technician following discussion and possible action at the July meeting. The Assistant Planner/Associate Planner isn't noted as a separate approval, as the position was budgeted for an Assistant Planner/Associate Planner in 2025. Staff received approval for the new Assistant Zoning Administrator/Code Enforcement Officer position but feel reverting to the initial plan and recruiting an Assistant Planner/Associate Planner is best. Staff wanted to report to the committee the change in recruitment.

Staff will return in the next month or two with the annual Exit Interview report.

Attached Docs: - Village of Weston Organizational Chart

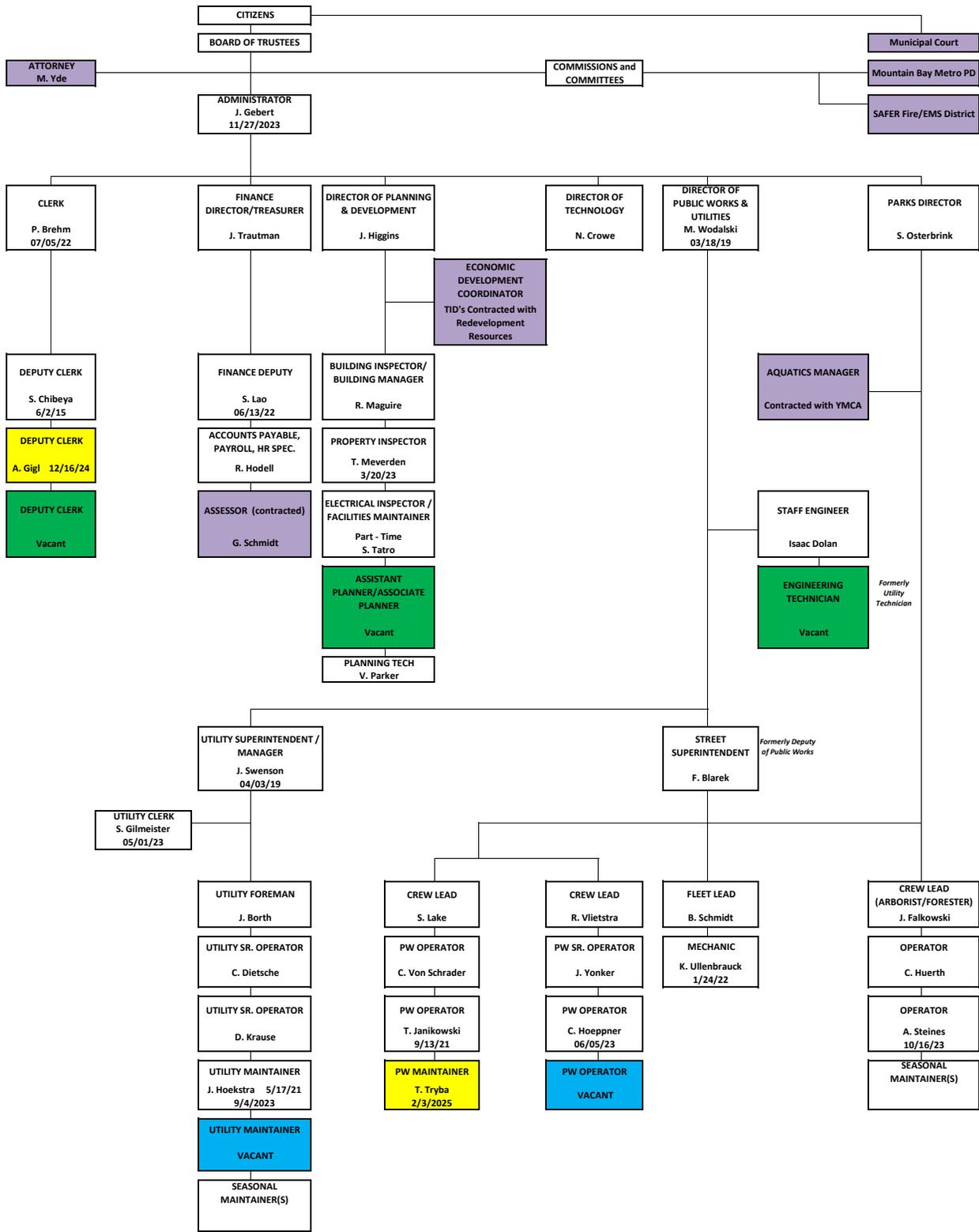
Committee Action: - None

Fiscal Impact: - None

Recommendation: - None

Recommended Language for Official Action

None, update only.



- New Hire (less than 12 months in current position)
- Current Recruitment
- Proposed New Position
- Contracted Position/Service
- Vacancy
- Planned Retirement

REQUEST FOR CONSIDERATION

Public Mtg/Date:	Finance & Human Resources Committee AND Board of Trustees, July 21, 2025
Description:	Discussion and/or action on adoption of <i>Sec. 10.26 Body Camera Usage for Nonlaw Enforcement Personnel</i> in the Conduct and Behavior Chapter of the Employee Personnel Policies and Procedures Handbook
From:	Jami Gebert, Administrator
Question:	Would the committee like to recommend adoption of the <i>Body Camera Usage for Nonlaw Enforcement Personnel</i> policy in the Employee Personnel Policies and Procedures Handbook to the Board of Trustees?

Background

Following discussion at the May Finance and Human Resources Committee meeting, the draft *Body Camera Usage for Nonlaw Enforcement Personnel* policy was updated with the committee's input and forwarded to Attorney Yde for review/opinion. Attached are Attorney Yde's comments regarding the policy. I have updated the policy with the attorney's input. For ease in reading, the policy is attached both with track changes and without track changes.

Attached Docs:	Email correspondence from Attorney Matthew Yde <i>RE: draft Body Camera Usage for Nonlaw Enforcement Personnel Policy</i> draft <i>Body Camera Usage for Nonlaw Enforcement Personnel</i> policy - with track changes - without track changes
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Committee Action:	Discussion in May to return policy following Municipal Attorney review.
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FISCAL IMPACT:	None to minimal.
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Recommendation:	None.
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Recommended Language for Official Action

Finance and Human Resources:

I recommend adoption of Section 10.26 Body Camera Usage for Nonlaw Enforcement Personnel policy to Chapter 10 of the Employee Personnel Policies and Procedures Handbook to the Board of Trustees.

OR

I recommend adoption of Section 10.26 Body Camera Usage for Nonlaw Enforcement Personnel policy to Chapter 10 of the Employee Personnel Policies and Procedures Handbook with the following changes _____ to the Board of Trustees.

Or something else . . .

REQUEST FOR CONSIDERATION

Board of Trustees:

I move to approve the Finance and Human Resources Committee recommendation regarding Section 10.26 *Body Camera Usage for Nonlaw Enforcement Personnel* policy to Chapter 10 of the Employee Personnel Policies and Procedures Handbook.

OR

I motion to approve the Finance and Human Resources Committee recommendation regarding Section 10.26 *Body Camera Usage for Nonlaw Enforcement Personnel* policy to Chapter 10 of the Employee Personnel Policies and Procedures Handbook with the following changes _____.

Or something else . . .

Jami Gebert

From: Matt E. Yde <yde@ydelawfirm.com>
Sent: Wednesday, July 9, 2025 3:59 PM
To: Jami Gebert
Cc: Lani Kukulka; Matt Yde
Subject: RE: draft Body Camera Usage for Nonlaw Enforcement Personnel Policy

Jami:

I reviewed the Body Camera Usage for Nonlaw Enforcement Personnel Policy.

Wis. Stat. 165.87 requires a body camera policy for all Wisconsin law enforcement agencies who choose to use body cameras. "Law enforcement agency" means "a governmental unit of this state or a political subdivision of this state that employs one or more law enforcement officers, and includes the Marquette University police department". "Law enforcement officer" means "any person employed by the state or any political subdivision of the state, for the purpose of detecting and preventing crime and enforcing laws or ordinances and who is authorized to make arrests for violations of the laws or ordinances that the person is employed and sworn to enforce". Since the Village of Weston personnel who will be wearing the body cameras do not have the authority to make arrests, the Village is not required by state law to have a policy. However, it makes sense to create a policy to reduce the potential for abuse and prevent the premature destruction of evidence.

My comments: 1. Under Operating Guidelines (1) it states "as noted in letter B. below". I did not see a letter B. below in the policy I was provided. 2. I would be more specific with Operating Guidelines (5) where it states the body camera will be on until the event is concluded unless continued recording would constitute a violation of law. How will the employee know when recording becomes a violation of law? I would be more specific by indicating exactly when the camera needs to be turned off. No potential violations of law come to mind unless the employee is trespassing or intentionally recording areas where there is a reasonable expectation of privacy. 3. I would add to your retention policy. Perhaps state that the "Village will retain the data for 120 days or until disposition of the investigation, case or complaint, including all appeals, whichever is later." 4. I would address the release of the data to the public by including similar language as Wis. Stat. 165.87—"The data is a public record subject to the public records law. However, it shall be the public policy of the Village to maintain the privacy of minors as well as the privacy of persons who are recorded while in a location where there is a reasonable expectation of privacy. The identity of minors and persons who are recorded while in a location where there is a reasonable expectation of privacy shall be redacted by using pixelization or another method of redaction unless the public interest in allowing access is so great as to outweigh this public policy."

Please call me if you would like to discuss.

Thanks, Matt

Matthew E. Yde

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Weston, WI 54476
715-845-7800

www.attorneysofwausau.com

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Village of Weston POLICY MANUAL		
Issue Date TBD	Policy Title:	TBD Policy No. 10.26
Revision Date	<i>Body Camera Usage for Nonlaw Enforcement Personnel Policy</i>	

Purpose. This policy is intended to provide instruction on when and how to use body-worn cameras so that Village personnel may, when appropriate, reliably record their contacts with the public.

Definitions.

- (1) Body Worn Camera/Transmitter (i.e. Body Camera): A portable audio and/or video recording device owned by the Village, which can be worn on a staff member’s body.

Policy Objectives.

- (1) The primary personnel associated with this policy are the Inspection staff of the Planning & Development Department. Any non-inspection staff member would need to provide a written request and receive prior authorization from the Village Administrator regarding use of a body camera.
- (2) The Village has adopted the use of body worn cameras to accomplish the following objectives:
 - (a) Accurate documentation of events, actions, conditions, and statements made during code enforcement activities, including stop work order(s), etc. to enhance a reporting record.
 - (b) Protect both municipal staff and customers from false allegations of improper conduct.
- (3) The Village recognizes that cameras can’t always capture everything that is seen by the staff member or that happens at an on-site but can act as a tool to help explain an event.
- (4) Sometimes the cameras are unintentionally obstructed, on a fixed mount, or may not have enough frames per second to capture what the human eye saw or perceived.

Operation. Staff shall activate the body camera when such use is appropriate to the proper performance of his or her official duties, where the recordings are consistent with this policy and law, including:

- (1) ~~Any contact with the public and/or customer regarding Building Inspection or Code Enforcement duties. On-site Code Enforcement activities where it is known that interaction will occur with the property owner or designee.~~
- ~~(2) Noticing of enforcement actions, i.e. Stop Work Order and/or Raze or Repair Order.~~
- ~~(3) Detailed Property Inspections, i.e. New Construction (residential and/or commercial) prior to Occupancy Permit.~~
- (4)(2) Exceptions:
 - ~~(a) Routine property maintenance permits, i.e. fence permits, etc.~~
 - (a) Code Enforcement actions that do not involve the inspector leaving the vehicle and/or interacting with the property owner/designee.
 - (b) Duties non-related to Building Inspection or Code Enforcement, i.e. property maintenance and/or repair duties.
 - (b)(c) Any meetings and/or interactions with the public and/or customer that occur inside the municipal center.

- ~~(c) Where confidentiality is a concern, i.e. sensitive, proprietary, or protected information is present.~~
- ~~(d) If recording would constitute a violation of the law, Village policy, or the reasonable expectation of privacy.~~

Operating Guidelines:

- (1) Body camera equipment should be in a ready state during the workday. The ready state is defined as: the unit is charged and affixed as noted in ~~letter B (2)~~ below, and ready to start recording at the click of the record button.
- (2) The body worn camera should be secured to the center line of the staff member's chest or in a location where frontal optimum viewing and recording will occur.
- (3) The body camera will be activated by Village personnel.
- (4) Once recording, personnel shall ensure there are no obvious obstructions to recording.
- (5) The body camera shall remain activated until the interaction or event is concluded, and the Village personnel has left the property. If the recording is but shall be stopped or discontinued due to error or equipment failure, the if further recording would constitute a violation of the law, or department policy, or expectation of privacy. When this occurs, the recording staff member must verbally note on the recording before it is stopped as to why the recording was stopped. The recording must be started back immediately when/if situation for ending recording has passed recording again as soon as able and verbally note on the recording why it was stopped.
- (6) If exigent circumstances exist which prevent the camera from being turned on, the camera must be turned on as soon as practicable.
- (7) If a recording failure occurs, staff shall immediately notify their supervisor via email communication and shall include a reference to the recording and what was the failure that occurred.
- (8) Staff must remember to turn off the recording at the conclusion of the incident.

Care and Maintenance.

- (1) The Inspectors of the Planning & Development department shall ensure proper care and maintenance of body worn cameras (charging, cleaning, and reporting any malfunctions). Upon becoming aware, Inspectors must as soon as practical document and notify their supervisor of any technical difficulties, failures, or problems with the body camera.
- (2) It is the Building Inspector & Building Manager's responsibility to properly train and document every Village staff who uses the equipment in the use and maintenance of body camera equipment.
- (3) Upon receiving notice, the appropriate supervisor shall make every reasonable effort to correct, repair, and/or replace the body camera equipment.

Retention.

- (1) Camera footage will be downloaded at a minimum weekly to a designed folder that is backed up by the server.
- (2) No staff member shall intentionally alter or attempt to alter recordings in any way.
- (3) Use of body cameras is for Inspection staff/Village personnel while on-duty performing official Village business only.
- (4) Body cameras and all recorded media are the exclusive property of the Village.
- (5) The data is a public record subject to the public records law. However, it shall be the public policy of the Village to maintain the privacy of minors as well as the privacy of persons who are recorded while in a location where there is a reasonable expectation of privacy. The identity of minors and persons who are recorded while in a location where

there is a reasonable expectation of privacy shall be redacted by using pixelization or another method of redaction unless the public interest in allowing access is so great as to outweigh this public policy.

~~(5)(6) Recordings are considered records as defined by Wisconsin Statute 19.32(2); recordings will be saved at minimum of 120 days. Village will retain the data for 120 days or until disposition of the investigation, case or complaint, including all appeals, whichever is later.~~

Tape review.

- (1) Body camera recordings may be routinely or randomly reviewed by supervisors to monitor staff interactions and performance.
- (2) Recording may also be used for Inspection staff training purposes.
- (3) Inspectors may review their own recordings at any time. Recordings may be beneficial when completing report(s).
- (4) No recording shall be used or shown for the purpose of staff ridicule or embarrassment.
- (5) The Village Administrator should review body camera footage at random to make sure the cameras are being used.

Restrictions on Using Body Cameras.

- (1) Staff shall not use body cameras or other recording equipment to surreptitiously record administrative conversations, i.e. disciplinary actions, supervisor's directives, or talks between employees.
- ~~(2) Staff may not activate body cameras to surreptitiously record:
 - (a) Communications with other Village personnel.
 - (b) Conversations that concern matters over which the person being recorded would have a reasonable expectation of privacy.~~

Village of Weston POLICY MANUAL		
Issue Date TBD	Policy Title:	TBD Policy No. 10.26
Revision Date	<i>Body Camera Usage for Nonlaw Enforcement Personnel Policy</i>	

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 - (a) Code Enforcement actions that do not involve the inspector leaving the vehicle and/or interacting with the property owner/designee.
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- (2) It is the Building Inspector & Building Manager's responsibility to properly train and document every Village staff who uses the equipment in the use and maintenance of body camera equipment.
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DRAFT

REQUEST FOR CONSIDERATION

Public Mtg/Date:	Finance & Human Resources Committee, July 21, 2025
Description:	Discussion and/or action regarding input on the ½ page of custom questions for inclusion in the National Employee Survey (NES) with Polco
From:	Jami Gebert, Administrator
Question:	Would the committee like to provide input on the custom questions for the NES?

Background

Staff have been working with Polco to assemble the materials needed to facilitate the NES. The final piece prior to release is adding any desired custom questions. Per our agreement with Polco we receive ½ page of custom questions, which is generally 4 to 5 additional questions. Attached are some questions reviewed by the Directors for addition to the survey. Different questions could be discussed or provided by the committee. Prior to finalizing the survey, staff wanted to discuss and gather input from the committee. For reference, attached is the NES to assist in what information is already being asked through the standard survey instrument.

We anticipate the survey to be released to staff in August.

Attached Docs:	<ul style="list-style-type: none">- draft custom survey questions- NES
Committee Action:	None.
FISCAL IMPACT:	None.
Recommendation:	None.

Recommended Language for Official Action

I recommend the following custom questions be included in the NES.

Or something else . . .

Common NES Custom Question Examples

Communication

X. How would you prefer to receive important communications and announcements from the Administrator and/or Human Resources matters? (Check all that apply.)

- In person
- Videos
- Email
- In person
- Teams message
- Teams call
- Other

Wellness

X. How beneficial, if at all, would you find the following wellness incentives for employees?

	Highly <u>beneficial</u>	Moderately <u>beneficial</u>	Not <u>beneficial</u>
Provided healthy office snacks.....	1	2	3
Nutritional lunches	1	2	3
Gym membership/reimbursement.....	1	2	3
Activities (hikes, sports leagues, etc.)	1	2	3
Employee health clinic.....	1	2	3

Recognition

X. How satisfied are you with the amount of recognition you receive at work?

- Very satisfied
 Somewhat satisfied
 Somewhat dissatisfied
 Very dissatisfied

X. What value, if any, do the following incentives provide for you?

	<u>High value</u>	<u>Moderate value</u>	<u>Low value</u>	<u>No value</u>
Gift cards (requires the amount be \$25 or less).....	1	2	3	4
Verbal and/or written praise.....	1	2	3	4
Peer to peer acknowledgement.....	1	2	3	4
Leader/supervisor verbal recognition in a team environment.....	1	2	3	4
Village swag/gadgets	1	2	3	4
Food	1	2	3	4

X. Please rate how much you agree, if at all, that the following factors motivate you at work:

	<u>Strongly agree</u>	<u>Somewhat agree</u>	<u>Somewhat disagree</u>	<u>Strongly disagree</u>	<u>Don't know</u>
Professional growth.....	1	2	3	4	5
Public service.....	1	2	3	4	5
Problem solving.....	1	2	3	4	5
Stability	1	2	3	4	5
Retirement.....	1	2	3	4	5
Compensation (wages, etc.).....	1	2	3	4	5
Financial benefits (contributions to medical, dental, vision insurance, etc.).....	1	2	3	4	5
Non-financial benefits (teleworking, user discounts, wellness program, etc.)	1	2	3	4	5
My co-workers	1	2	3	4	5
Workplace culture	1	2	3	4	5
Employee recognition activities.....	1	2	3	4	5
Fulfilling work/making a difference	1	2	3	4	5

Benefits

X. How would you rate the quality of each of the following benefits at the Village of Weston?

	<u>Excellent</u>	<u>Good</u>	<u>Fair</u>	<u>Poor</u>	<u>Don't know</u>
Vacation time.....	1	2	3	4	5
Sick leave	1	2	3	4	5
Medical insurance.....	1	2	3	4	5
Dental insurance	1	2	3	4	5
Vision insurance.....	1	2	3	4	5
Retirement plan options	1	2	3	4	5
IMRF	1	2	3	4	5
Tuition reimbursement.....	1	2	3	4	5
EAP	1	2	3	4	5
Health services/testing at Municipal Center.....	1	2	3	4	5

Culture

X. Please rate the extent to which you agree or disagree with the following statements about your job working for the Village of Weston.

	<u>Strongly agree</u>	<u>Somewhat agree</u>	<u>Somewhat disagree</u>	<u>Strongly disagree</u>	<u>Don't know</u>
Given the opportunity, I tell others great things about working here.	1	2	3	4	5
I am inspired to do my best work at the Village of Weston.	1	2	3	4	5
The Village of Weston motivates me to contribute more than is normally required to complete my work.	1	2	3	4	5
I am comfortable seeking feedback and raising issues with my manager.	1	2	3	4	5
In my team, employees take ownership and accountability for their deliverables.	1	2	3	4	5

DRAFT

The Village of Weston 2025 Employee Survey

This survey is to be completed by the Village of Weston employee who received an invitation. Your responses will be kept anonymous and no identifying information will be shared.

1. Please rate each of the following aspects of quality of life in Weston.

	<u>Excellent</u>	<u>Good</u>	<u>Fair</u>	<u>Poor</u>	<u>Don't know</u>
Weston as a place to live	1	2	3	4	5
Weston as a place to work.....	1	2	3	4	5
The overall quality of life in Weston	1	2	3	4	5

2. How likely or unlikely are you to recommend LIVING in Weston to someone who asks?

- Very likely Somewhat likely Somewhat unlikely Very unlikely Don't know

3. Please rate the following categories of Weston government performance.

	<u>Excellent</u>	<u>Good</u>	<u>Fair</u>	<u>Poor</u>	<u>Don't know</u>
The overall direction that Weston is taking.....	1	2	3	4	5
Generally acting in the best interest of the community	1	2	3	4	5
Overall confidence in Weston government.....	1	2	3	4	5
The overall quality of the services provided by the Village of Weston	1	2	3	4	5

4. Please rate the extent to which you agree or disagree with the following statements about your job working for the Village of Weston.

	<u>Strongly agree</u>	<u>Somewhat agree</u>	<u>Somewhat disagree</u>	<u>Strongly disagree</u>	<u>Don't know</u>
Overall, I am satisfied with my job.....	1	2	3	4	5
I plan on working for this organization a year from now.....	1	2	3	4	5
I see a career path for me at Village of Weston.....	1	2	3	4	5
I gain satisfaction from my current job responsibilities.....	1	2	3	4	5
I feel positively challenged in my current job	1	2	3	4	5
I have the opportunity to do what I do best every day at work.....	1	2	3	4	5
My values match or fit with the values of this organization.....	1	2	3	4	5
I have good friends at work.....	1	2	3	4	5
Overall, I feel positive about working for the Village of Weston	1	2	3	4	5
The mission and vision of the Village of Weston make me feel my job is important.....	1	2	3	4	5

5. How likely or unlikely are you to recommend WORKING FOR the Village of Weston to someone who asks?

- Very likely Somewhat likely Somewhat unlikely Very unlikely Don't know

6. As an employee of Weston, how would you rate the job the organization does at each of the following?

	<u>Excellent</u>	<u>Good</u>	<u>Fair</u>	<u>Poor</u>	<u>Don't know</u>
Availability of necessary materials, resources and equipment to do the job effectively.....	1	2	3	4	5
Providing individual and group work spaces to do the job effectively..	1	2	3	4	5
Access to technology that helps employees do their job effectively	1	2	3	4	5
Compensation (salary, benefits and incentives/bonuses) compared with similar opportunities	1	2	3	4	5
Benefits overall (vacation, sick leave, health care, retirement plan, etc.) ...	1	2	3	4	5
Work-life balance.....	1	2	3	4	5
Work schedule flexibility	1	2	3	4	5
Maintaining a work environment that is free of violence or harassment.....	1	2	3	4	5
Maintaining a work environment that is free of drug or alcohol abuse ...	1	2	3	4	5
Protecting employees from health and safety hazards on the job	1	2	3	4	5
Providing a clear vision for our organization.....	1	2	3	4	5
Communicating information that helps employees understand the problems and issues facing the Village.....	1	2	3	4	5
Speed of response to important issues or change	1	2	3	4	5
Collaboration between departments (e.g., transportation, planning, etc.)....	1	2	3	4	5
Openness to new ideas and initiatives	1	2	3	4	5
Valuing creativity.....	1	2	3	4	5
Making all employees feel welcome	1	2	3	4	5
Helping new employees feel connected and integrated.....	1	2	3	4	5
Fostering a respectful atmosphere	1	2	3	4	5

7. How would you rate the job the organization does at each of the following?

	<u>Excellent</u>	<u>Good</u>	<u>Fair</u>	<u>Poor</u>	<u>Don't know</u>
Demonstrating respect for employees of different cultures and belief systems	1	2	3	4	5
Respecting individual cultural beliefs and values	1	2	3	4	5
Attracting employees from diverse backgrounds.....	1	2	3	4	5
Recruiting diverse people into positions of organizational leadership....	1	2	3	4	5
Promoting workplace diversity	1	2	3	4	5
Applying policies and procedures equally to all employees.....	1	2	3	4	5
Providing equal employment opportunities to employees of all backgrounds.....	1	2	3	4	5
Providing a safe and secure environment for employees of all backgrounds.....	1	2	3	4	5
Clarity of staff roles and responsibilities.....	1	2	3	4	5
Accuracy of performance evaluations	1	2	3	4	5
Connection between compensation and performance	1	2	3	4	5
Showing employee appreciation	1	2	3	4	5
Supporting continual learning and development	1	2	3	4	5
Availability of opportunities for employees to develop knowledge and skills.....	1	2	3	4	5
Opportunities to develop a career path.....	1	2	3	4	5
The overall skill set of staff	1	2	3	4	5
The work being done at the Village of Weston overall	1	2	3	4	5

The Village of Weston 2025 Employee Survey

8. Please rate each of the following aspects of your WORK GROUP.

	<u>Excellent</u>	<u>Good</u>	<u>Fair</u>	<u>Poor</u>	<u>Don't know</u>
Communication among all staff in my work group.....	1	2	3	4	5
The working relationships in my work group.....	1	2	3	4	5
Collaboration among all staff in my work group.....	1	2	3	4	5
Overall staff morale in my work group.....	1	2	3	4	5
Effectiveness of meetings in my work group.....	1	2	3	4	5
The quality of work being done in my work group.....	1	2	3	4	5

9. Please rate each of the following aspects of your SUPERVISOR'S performance.

	<u>Excellent</u>	<u>Good</u>	<u>Fair</u>	<u>Poor</u>	<u>Don't know</u>
Communicating information in a timely manner.....	1	2	3	4	5
Welcoming employee involvement in decision-making.....	1	2	3	4	5
Encouraging an environment where employees feel comfortable to raise issues and concerns that are important to them.....	1	2	3	4	5
Encouraging employees to come up with innovative solutions to problems.....	1	2	3	4	5
Encouraging employees to use their own judgment to get the job done.....	1	2	3	4	5
Promoting a positive working relationship among work group members.....	1	2	3	4	5
Fostering an atmosphere of mutual trust and confidence.....	1	2	3	4	5
Treating employees with respect.....	1	2	3	4	5
Valuing employees from diverse backgrounds.....	1	2	3	4	5
Treating all employees fairly.....	1	2	3	4	5
Providing specific, constructive feedback that helps improve employee performance.....	1	2	3	4	5
Communicating expectations of employees.....	1	2	3	4	5
Working together with employees to set goals.....	1	2	3	4	5
Recognizing high-performing employees.....	1	2	3	4	5
Providing recognition for doing good work.....	1	2	3	4	5
Applying discipline fairly and consistently.....	1	2	3	4	5
Managing low-performing employees.....	1	2	3	4	5
Providing opportunities for employees to learn and grow.....	1	2	3	4	5
Coaching or mentoring employees.....	1	2	3	4	5

10. Please rate your overall level of confidence in the leadership of:

	<u>Very confident</u>	<u>Moderately confident</u>	<u>Slightly confident</u>	<u>Not confident</u>	<u>Don't know</u>
Your supervisor.....	1	2	3	4	5
Senior staff/leadership.....	1	2	3	4	5
Council/elected officials.....	1	2	3	4	5

[OPTIONAL SURVEY QUESTIONS]

Our last questions are about you. Again, all of your responses to this survey are completely anonymous and no identifying information will be revealed or shared. Completing this information will help us better understand employees' experiences working for the Village.

Employee Information

D1. In which Village agency or department do you work? (Please choose one.) [TO BE DETERMINED]

- xx

D2. What is your management status?

- Manager
- Non-manager
- Don't know

D3. What is your exemption status?

- Exempt (not eligible for overtime)
- Non-Exempt (eligible for overtime)
- Don't know

D4. Are you employed full time or part time?

- Full time
- Part time

Demographic Information

D5. Do you live in Weston?

- Yes
- No

D6. Are you of Hispanic, Latino/a/x, or Spanish origin?

- No
- Yes

D7. What is your race? (Mark one or more races to indicate what race you consider yourself to be.)

- American Indian or Alaskan Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White
- A race not listed

D8. What is your gender?

- Woman
- Man
- Identify in another way → go to D8a

D8a. If you identify in another way, how would you describe your gender?

- Agender/I don't identify with any gender
- Genderqueer/gender fluid
- Non-binary
- Transgender man
- Transgender woman
- Two-spirit
- Identify in another way

D9. In which category is your age?

- 20 years or younger
- 21-30 years
- 31-40 years
- 41-50 years
- 51-60 years
- 61 years or older

D10. How many years have you worked for the Village of Weston?

- 0 to 5 years
- 6 to 10 years
- 11 to 15 years
- 16 to 20 years
- More than 20 years

Thank you very much for completing this survey!

REQUEST FOR CONSIDERATION

Public Mtg/Date:	Finance/HR and Village Board – 7/21/2025
Description:	Modification of Utility Technician Position to Engineering Technician Position
From:	Michael Wodalski, Director of Public Works
Question:	Does the Finance/HR Committee Recommend the Village Board create the position of Engineering Technician to replace the Utility Technician Position?

Background

The Village hired Will Harrison in 2017 to fulfill the role of Utility Technician. In that position, Will's primary purpose was to update and maintain the Geographic Information System (GIS) database and provide mapping for the operations staff. Additionally, the position oversaw several permitting programs related to the water and sewer utility.

Mr. Harrison left the Village this past May which has left the position vacant for about 2 months. During this time staff has been discussing how to best fill the position and what skillsets we'd want in the next person and how that would fit into the role.

With the Staff Engineer position now being filled at the Village, we foresee this position working more closely with that position and helping with our capital projects for design and construction oversight. The position would still be responsible for some of the GIS duties such as updating the GIS database after projects are completed to ensure accurate records and mapping are kept.

With that being the case, we have modified the position description to make it more focused on design and construction assistance which then also makes the position report to the Staff Engineer instead of the IT/GIS Director.

In reviewing other job descriptions from other communities, this seems to align with similar positions around the state. Also, the compensation range that existed for the Utility Technician seems to align with the Engineering Technician ranges as well so compensation for the position would be similar to what was already allocated in the budget. The goal is this position would then handle construction oversight on some of the Village's projects which would then reduce the reliance on outside consultants and save money on capital projects as well.

**Attached Docs: - Job Description
- Proposed Organization Chart**

Committee Action: - Public Works Recommended Approving the Job Description

REQUEST FOR CONSIDERATION

Fiscal Impact: - Position would be paid for out of Capital Projects Fund as well as utility funds as allocated based on projects being worked on.

Recommendation: Staff recommends modifying the Utility Technician Position to create the Engineering Technician position.

Recommended Language for Official Action

I move to (recommend) or (approve) the job description and creation of the Engineering Technician Position.

Or, Something else

Additional action:

VILLAGE OF WESTON JOB DESCRIPTION ENGINEERING TECHNICIAN

Division:	Services	Reports To:	Staff Engineer
FLSA Status:	Exempt	Pay Grade: J	
Department:	Public Works & Utilities, Technology Services	Last Updated: April 24, 2017	Created/Proposed July 2025

This description is not an announcement of a position opening. To view current openings please visit www.westonwi.gov/jobs. The following statements are intended to describe, in broad terms, the general functions and responsibility levels characteristic of positions assigned to this classification. They should not be viewed as an exhaustive list of the specific duties and prerequisites applicable to individual positions that have been so classified.

Purpose of the Position

The purpose of this position is to support the Public Works and IT Departments by planning, coordinating, inspecting and supporting operational activities.

Under the direction of the Staff Engineer, performs a variety of technical and administrative functions for the Department of Public Works related to the management of Village infrastructure assets. Assists the Director and other Public Works staff members in the administration of programs and systems for regulatory compliance.

The work generally involves day-to-day organization, record keeping, database updates, inspections, and report generation for the Department of Public Works and Utilities. There is frequent interaction and collaboration with the Technology Services Director, Staff Engineer, Utility Superintendent and Street Superintendent. Incumbent will also interact with Public Works and Utility employees, and other Village departments as well as the public. The incumbent may be required to respond to emergencies, provide project oversight, or attend meetings and training outside of regular business hours.

Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all inclusive, other duties may be required and assigned:

1. Assist with construction project administration
 - Performs inspection/observation and keep records of construction on street construction and maintenance projects including but not limited to asphalt paving, common excavation, storm sewer, sanitary sewer, watermain, etc.
 - Inspects public works projects for conformance with specifications including recording amount of work and changes, and computing quantities to produce project progress reports.
2. Assists Staff Engineer with and/or performs project design:
 - Performs drafting of street plans, record drawings, revisions and updates of maps, survey calculations along with general office work to include calculations and estimates pertaining to public works projects.
3. Maintains and updates the Village's Geographic Information System (GIS) database
 - Assists Technology Services Director with Village infrastructure maps and databases.

4. Review construction plans and specifications for conformance with Village codes and requirements.
5. Review site plans for conformance with Village codes.
6. Prepare and catalog construction record drawings.
7. Research construction project records, land records, subdivision records and special assessment records.
8. Receives, investigates and resolves customer complaints and inquiries
9. Assists the Director of Public Works & Utilities in developing reports and plans such as long range improvement plans, special assessment reports, etc.
10. Assists with administration of asset maintenance management system, scheduling work, data entry for work history, data base maintenance, etc.
11. Collaborates with maintenance staff to accomplish maintenance work or capital improvements.
12. Performs related work as required.
13. Performs storm water and utility inspections
14. Assists with the administration of excavation permits, over size and overweight load permits.
15. Assists with the Village's Private Well Permitting Program.

Additional Duties and Responsibilities

- Perform related work as required or assigned by management staff.
- Perform any other task which the employee is asked to perform.
- Performs various duties and special projects as assigned.
- Availability to work overtime while overseeing Public Works Projects.

Education and Experience

- Associate degree or Bachelor's degree in surveying, drafting, mapping, or closely related field plus one year of work experience in public works OR equivalent combination of closely related education and professional experience.
 - Experience in Civil Engineering or GIS systems is preferred
- Work experience in public works construction, sewer and water utility operation and maintenance, or equivalent combination of closely related education and professional experience.
- Valid Driver's License

Performance Specifications

- Ability to perform intermediate functions of all MS Office suite products – MS Word, Excel and PowerPoint.
- Experience with Autodesk Civil 3D software, ESRI ArcGIS software, Trimble Survey Controller field collection software, GPS and conventional surveying equipment and methods, including total stations and automatic and digital levels.
- Ability to analyze data and information using established criteria, in order to determine consequences and to identify and select alternatives. Ability to compare, count, differentiates, measure and/or sort, as well as assemble, copy, record and transcribe data and information. Ability to classify, compute, tabulate, and categorize data.

- Ability to persuade, convince, and/or train others, including the ability to act in a lead worker capacity. Ability to advise and interpret how to apply policies, procedures and standards to specific situations.
- Ability to utilize a variety of advisory data and information such as utility asset records, permits, plans and blueprints, inspection reports, regulatory codes, ordinances, maps, directories, , procedures, guidelines, maintenance records, technical operating manuals, and non-routine correspondence.
- Ability to communicate effectively with all Village personnel, engineers, attorneys, suppliers, and the general public.
- Ability to add and subtract, multiply and divide, calculate percentages, fractions, decimals, volumes, ratios, and spatial relationships.
- Ability to interpret basic descriptive statistical reports.
- Ability to use functional reasoning in performing influence functions such as supervising, managing, leading, teaching, directing and controlling.
- Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against sensory and/or judgmental criteria.
- Ability to operate, maneuver and/or steer equipment and machinery with some requiring complex and rapid adjustments, such as computer, calculator, cell phone, radio, cable and pipe locating devices, motor vehicles, measuring devices, and specialized equipment such as pipe inspection camera or sewer cleaning truck.
- Ability to coordinate eyes, hands, feet and limbs in performing slightly-skilled movements.
- Ability to exert moderate physical effort in sedentary to moderately heavy work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing, and pulling.
- Ability to recognize and identify degrees of similarities or differences between characteristics of colors, forms, sounds, odors and textures associated with job-related objects, materials and tasks.

Knowledge, Skills and Abilities

- Knowledge of principles and practices of Civil Engineering pertaining to public works and utility projects.
- Knowledge and skills in surveying, drafting and plan reading.
- Knowledge of, and ability to operate, a personal computer. Knowledge of, and ability to use, software for word processing and spreadsheets required (MS Word, Excel, PowerPoint)
- Knowledge of Graphical Information Systems (GIS) including experience, or desire and aptitude to use GIS software such as ArcMap.
- Knowledge and/or experience with utilizing and piloting drones and capturing aerial imagery for use within GIS.
- Experience, or desire and aptitude to use Village permit issuance and tracking software (“Evolve”)
- Experience, or desire and aptitude to use Asset Management software
- Knowledge of safe work practices for a public works and utility organization.
- Knowledge of the basic methods and techniques of construction.
- Knowledge of Village ordinances relating to public works and utilities.
- Knowledge of Village policies relating to public works and utilities.

- Ability to acquire knowledge of specialized procedures and subject matter encountered in specific assignments.
- Ability to establish and maintain effective working relationships with employees, administrators and the public.
- Ability to communicate effectively both orally and in writing.
- Ability to operate a variety of equipment such as a level, data collector, and Global Positioning System
- Willingness to attend training for new methods and technology to help department and self-work more effectively.

Work Environment

Employee performs standard activities which will occasionally require physical effort. The duties of the job include physical activities such as stooping, kneeling, standing, walking, lifting (lift and carry objects weighing 25 pounds or less, and push or pull objects weighing up to 100 pounds), fingering, grasping, talking, hearing/listening (perceiving sounds in order to understand signals such as spoken directions, warning alarms, or requests for information), seeing/observing, bending/twisting (of the neck, back, or torso in order to reach, lift, tend machines, move materials, etc.), reaching (extending the hands or arms in any direction in order to push, pull, or grasp an object or control), feeling (using the sense of touch in fingers, hands, or other body parts to sense the position or quality of objects) and climbing (ascending or descending steps, stairs, ladders, scaffolding, or machines). Specific vision abilities required include close, distance, and peripheral vision; depth perception; the ability to adjust focus; and distinguish objects clearly at 20 inches or less with glasses, if needed.

The employee may be exposed to disagreeable elements of high and low outdoor temperatures. The employee may be exposed to repetitive activities; intense or continuous noise; dirty environment; improper illumination; chemical hazards, and air contamination. The use of personal protection equipment (PPE) is required, as there is significant exposure to hazards and conditions where there is a possible danger to life, health, or bodily injury, which may include mechanical, electrical, air contaminations, and heights. May be required to work in a physically confined worksite with cramped, small or restricted workplace making it difficult to stand, sit, or walk.

Acknowledgement

All requirements of the described position are subject to change over time. The employee may be required to perform other duties as requested by the Village.

Signature of Department Director: _____ Date: _____

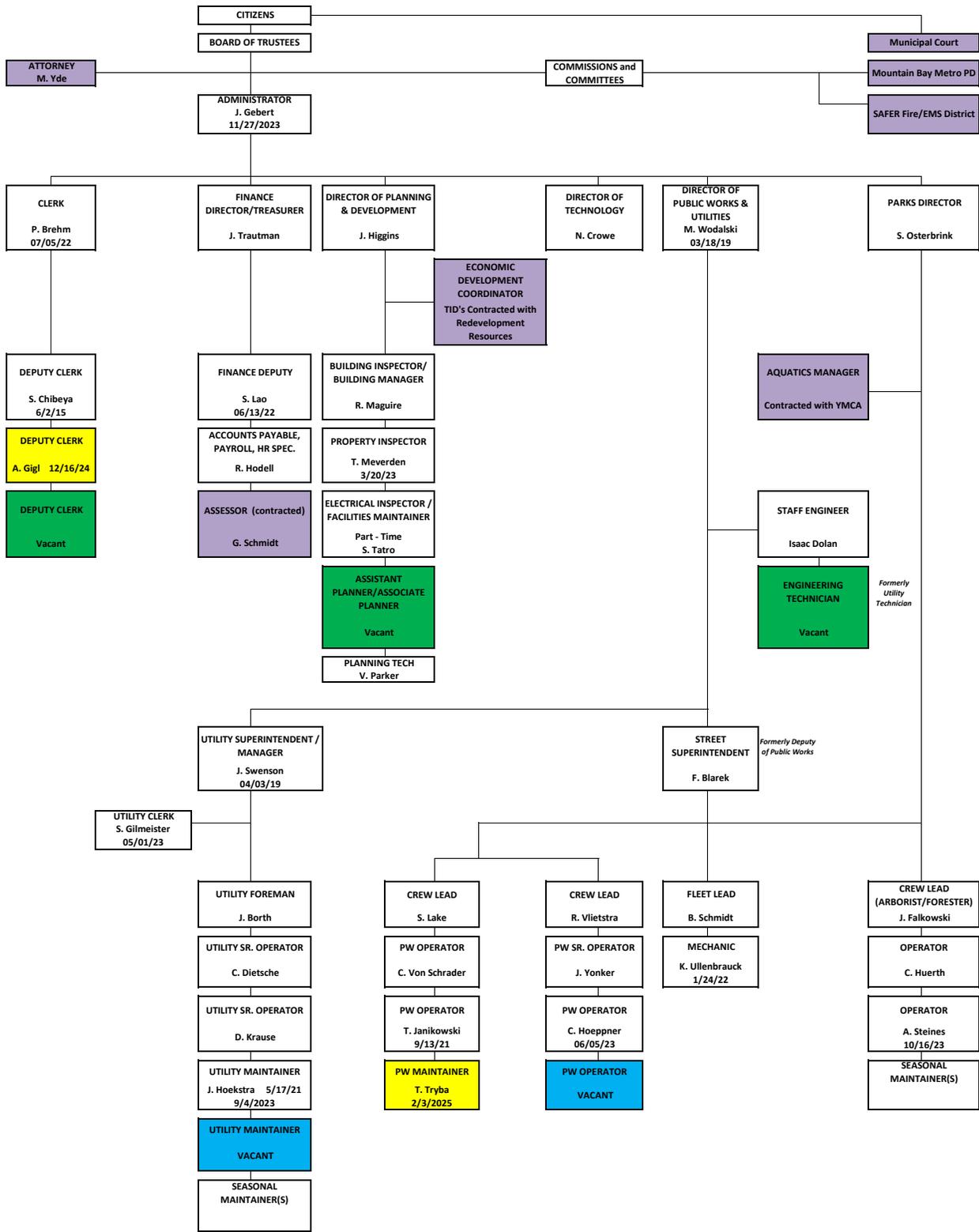
I acknowledge that this job description is neither an employment contract nor a legal document. I have received, read, and understand the expectations for the successful performance of this job.

Printed Name: _____ Signature: _____ Date: _____

The Village of Weston is an Equal Opportunity Employer. In compliance with the American with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals and encourages both prospective and current employees to discuss potential accommodations with the employer.

This position description has been prepared to assist in defining job responsibilities, physical demands, working conditions and skills needed. It is not intended as a complete list of jobs, duties, responsibilities, and/or essential functions. This description is not intended to limit or modify the right of any supervisor to assign, direct and control the work of employees under supervision. The Village retains and reserves any and all rights to change, modify, amend, add or delete, from any section of this document as it deems, in its judgment to be proper.

DRAFT



- New Hire (less than 12 months in current position)
- Current Recruitment
- Proposed New Position
- Contracted Position/Service
- Vacancy
- Planned Retirement

Switch to
Engineering
Technician

J	Utility Technician	\$ 59,141.57	\$ 67,590.36	\$ 81,108.43
	Utility Senior Operator	\$ 28.43	\$ 32.50	\$ 38.99
	Mechanic			
	Public Works Crew Leader			
	Assistant Planner			
	Assistant Zoning Administrator/Code Enforcement Officer			
I	Arborist/Forester	\$ 53,793.15	\$ 61,477.88	\$ 73,773.46
	Utility Operator	\$ 25.86	\$ 29.56	\$ 35.47
	Public Works Senior Operator			
H	Planning/Development Technician	\$ 50,742.42	\$ 57,991.34	\$ 69,589.61
	Public Works Operator	\$ 24.40	\$ 27.88	\$ 33.46
	Administrative Support Specialist/Deputy Clerk 3			
	Utility Clerk			
	Utility Maintainer			
G	Public Works Maintainer	\$ 45,104.37	\$ 51,547.85	\$ 61,857.42
	Administrative Support Specialist/Deputy Clerk 2	\$ 21.68	\$ 24.78	\$ 29.74
	Finance Support Specialist			
F	Administrative Support Specialist/Deputy Clerk 1	\$ 39,466.33	\$ 45,104.38	\$ 54,125.26
		\$ 18.97	\$ 21.68	\$ 26.02
E		\$ 36,299.75	\$ 41,485.43	\$ 49,782.52
		\$ 17.45	\$ 19.94	\$ 23.93
D	Seasonal Maintenance Worker	\$ 33,828.29	\$ 38,660.90	\$ 46,393.08
	Office Assistant	\$ 16.26	\$ 18.59	\$ 22.30

added 250120

REQUEST FOR CONSIDERATION

Public Mtg/Date: Finance & Human Resource Committee, July 21, 2025
Village Board of Trustees, July 21, 2025

Description: Fire fee

From: Finance Department
Village Administrator
SAFER Fire chief

Question: N/A

Background

At the February 17, 2025 meeting the Village Board voted to have staff, along with SAFER explore the possible option and implementation of a Fire Fee. The reason for pursuing a fire fee and not a referendum is that the cost for fire service can be apportioned in a more fair and equitable way by including all properties in the Village. It also allows for more flexibility and allows for adequate funding in the future. Staff has worked with SAFER and our assessor to gather information to provide a couple different scenarios if we were to implement the fee. When researching a rate structure there were several different examples out there, in the end we took into consideration the make up of our community and our taxpayers.

We want to emphasize the fire fee is not a tax, it bears no relation to the taxable value of a property. This fee will be sent to all owners of property in the Village, including the Village. It will come annually on a tax bill, if the property is tax exempt the owner will still get a bill, but the only item on it will be the fire fee. The money from this fee can only support fire services, not EMS. In 2025 the funding for fire service will be split between the fire fee and tax levy.

If the board does approve the use of a fire fee to be implemented, the Village will have to reduce the levy for the amount that was levied in 2013 for fire services. There are a couple different ways to calculate the reduction, we are anticipating anywhere between \$120,000 and \$213,804 for the reduction. It is a one-time deduction so we don't have to worry about that next year. Below is a excerpt from the DOR website explaining the adjustment.

7. How does the adjustment for covered services (sec. 66.0602 (2m)(b), Wis. Stats.) affect our municipality or county?

The state created a law (sec. [66.0602 \(2m\)\(b\)](#), Wis. Stats.), which can be summarized as:

On or after July 2, 2013, if a county or municipality adopts a new fee or a fee increase for covered services (which were partly or wholly funded in 2013 by property tax levy), that county or municipality must reduce its levy limit in the current year by the amount of the new fee or fee increase, less any previous reductions. This also applies to payments in lieu of taxes.

REQUEST FOR CONSIDERATION

Covered services include:

- Garbage collection – except for municipalities or counties that owned and operated a landfill on January 1, 2013
- Fire protection – excluding the production, storage, transmission, sale and delivery, or furnishing of water for public fire protection purposes
- Snow plowing
- Street sweeping
- Storm water management

The total amount of the reduction reported on the Levy Limit Worksheet by a county or municipality, including prior year reductions, should not exceed the amount funded by tax levy in 2013 to provide the covered service. Use your 2014 budget to determine how much was funded by levy in 2013, as your 2013 levy is for your 2014 budget.

We have also attached a draft resolution and municipal ordinance, we do not anticipate action on the items in July but wanted the Village Board to have an opportunity to review and provide feedback. Once feedback is received from the Board, we can forward to our Municipal Attorney to also review, prior to approval. A possible timeline would be approval as early as August to allow plenty of time for educational sessions/opportunities with the community.

Attached Docs: Fire Fee workpapers
Draft Fire Fee Resolution and Ordinance

Committee Action: None.

FISCAL IMPACT: None.

Recommendation: None.

Recommended Language for Official Action

None.

Example 1 with proposed rate structure of

SQ FT	Rate/SQ FT
1 - 5,000	\$ 0.01200
5 - 10,000	\$ 0.15000
10 - 20,000	\$ 0.00090
20 - 100,000	\$ 0.00003
100,000 +	\$ 0.00002
Flat Fee	
OBI	\$ 15.00
Land	\$ 15.00

<u>Parcel category</u>	<u>Total Fees collected</u>
Residential	\$ 173,794.74
Commercial	211,003.31
Manufacturing	27,529.24
Tax exempt	8,152.97
Land and OBI (non tax exempt)	12,105.00
	<u><u>\$ 432,585.26</u></u>

<u>Taxpayer</u>	<u>SQ FT</u>	<u>Fire Fee</u>
Residential owner	house 3,472	square footage with no outbuilding \$ 52.08
Residential owner	house 2,805	square footage with outbuilding \$ 57.08
Abby Bank	Business 58,939	square footage with outbuilding \$ 835.17
Crystal Finishing	Business 175,916	square footage with no outbuilding \$ 822.92
Wausau Supply	Business 829,442	square footage with no outbuilding \$ 835.99
DCE jr High	Tax-exempt 98,418	square footage with outbuilding \$ 425.68
Bethany Baptist	Tax-exempt 12,896	square footage with no outbuilding \$ 421.30

Example 2 with proposed rate structure of

SQ FT	Rate/SQ FT
1 - 5,000	\$ 0.014000
5 - 10,000	\$ 0.069000
10 - 20,000	\$ 0.007400
20 - 100,000	\$ 0.006400
100,000 +	\$ 0.000650
Flat Fee	
OBI	\$ 15.00
Land	\$ 15.00

<u>Parcel category</u>	<u>Total Fees collected</u>
Residential	\$ 182,808.16
Commercial	168,109.69
Manufacturing	25,221.47
Tax exempt	7,300.30
Land and OBI (non tax exempt)	12,105.00
	<u><u>\$ 395,544.63</u></u>

<u>Taxpayer</u>	<u>SQ FT</u>	<u>Fire Fee</u>
Residential owner	house 3,472 square footage with no outbuilding	\$ 48.61
Residential owner	house 2,805 square footage with outbuilding	\$ 54.27
Abby Bank	Business 58,939 square footage with outbuilding	\$ 738.21
Crystal Finishing	Business 175,916 square footage with no outbuilding	\$ 1,050.35
Wausau Supply	Business 829,442 square footage with no outbuilding	\$ 1,475.14
DCE jr High	Tax-exempt 98,418 square footage with outbuilding	\$ 510.44
Bethany Baptist	Tax-exempt 12,896 square footage with outbuilding	\$ 233.22

**VILLAGE OF WESTON
ORDINANCE NO. 25 –**

AN ORDINANCE CREATING **ARTICLE IV OF CHAPTER 34 FIRE PREVENTION AND PROTECTION OF THE MUNICIPAL CODE FOR THE VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN TO IMPLEMENT A FEE FOR VILLAGE FIRE PROTECTION SERVICES**

NOW THEREFORE, be it ordained by the Board of Trustees of the Village of Weston, in the State of Wisconsin, as follows:

SECTION 1: ADOPTING “**Article IV, Chapter 34 Fire Prevention and Protection**” of the Village of Weston Municipal Code is hereby amended as follows:

ADOPTION

WHEREAS, villages with a population of 5,500 or more shall provide fire services, pursuant to Wisconsin Statutes §61.65(2)(a); and

WHEREAS, the Village of Weston contracts for Fire/EMS services through the South Area Fire & Emergency Response (SAFER) District and the cost to provide quality and timely service continue to substantially increase; and

WHEREAS, Wisconsin Statutes §61.34(1) and 62.11(5) grants city and village governing bodies broad authority to, among other things, manage and control municipal property, finances, ‘and the public service,’ and to act for the government and good order of the [municipality], for its commercial benefit and for the health safety, welfare and convenience of the public; and

WHEREAS, Wisconsin Statutes §66.0627(2), authorizes municipalities to impose special charges against real property for current services provided to it, which the Village believes include fire services; and

WHEREAS, the Wisconsin Department of Revenue has recognized that municipalities may impose fire fees and discussed how such fees would be addressed for levy limit purposes under Wisconsin Statutes §66.0602(2m)(b); and

WHEREAS, the Village Board reviewed funding options for fire-EMS services and finds that it is in the best interest of Village of Weston residents to create a written fee schedule to include residential, commercial, and institutional properties with a fee based upon the square footage of the property, number of outbuildings on a property, and flat rate for vacant parcels; and

WHEREAS, the Village Board concluded basing the fee schedule off square footage apportions the cost appropriately in relation to the property that the fire service protects, ensuing an equitable distribution of fire protection service fees; and

WHEREAS, if a municipality adopts a new fire fee that municipality must reduce its levy limit in the current year by the amount of the new fee; and

WHEREAS, the Village Board of the Village of Weston finds that it is in the best interest of Village to implement a written fee schedule to charge property owners a fee for the cost of fire protection.

The Village Board for the Village of Weston, Marathon County, Wisconsin, **DOES HEREBY ORDAIN AS FOLLOWS:**

Chapter 34 of the Village of Weston Municipal Code entitled "**Fire Prevention and Protection**," Article IV entitled "Village Fire Protection Fees" is hereby created as follows:

Sec. 34.400: Purpose

1. Adequate and sustainable funding is essential for life-safety related services. A fire protection fee apportioned to all properties provides a sustainable source of funds for the provision of fire services to all properties within the Village of Weston.
2. In creating this chapter, the village is acting pursuant to authority granted by Chapters 61 and 66 of the Wisconsin Statutes, including but not limited to Wis. Stats. §§ 66.0301 and 66.0627.

Sec. 34.401: Definitions

The following words, terms and phrases, when used in this Article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

"Department" means the South Area Fire & Emergency Response (SAFER).

"Fee" means the amount charged to each parcel.

"Real Property" means the land and structures, including outbuildings, located on a tax key parcel.

"Services" means the fire protection services provided to the Village by the Department pursuant to the Intergovernmental Agreement.

"Village" means the Village of Weston, located within Marathon County, Wisconsin.

"Village Board" means the governing body of the Village of Weston.

Sec. 34.402: Authority

This Ordinance is enacted pursuant to Wisconsin Statutes Section 60.55, 66.0301, and 66.0627 and other applicable laws for the purpose of providing the funding for the Services within the Town.

Sec. 34.403: Geographic Application.

This ordinance applies to all real property located within the Village.

Sec. 34.404: Annual Fee.

There is hereby imposed upon every property described in section 34.403 above an annual fee for the provision of fire service to such real property. Such fees shall be annually established by the Village by means of adoption of a fee schedule by resolution of the Village Board. The fee charged shall be sufficient in the amount to allow the Village to pay in its entirety the amount of the Village's contract for the receipt of fire services. With respect to the annual fees, the following shall apply:

- a. Annual fees shall be based on square footage of the primary property of every parcel, with a flat fee for outbuildings on a parcel, and a flat fee for vacant land parcels.
2. Fire protection fees shall be included on the annual property tax bills as a special charge in accordance with Wis. Stats. § 74.01. Payments shall be paid in full by January 31 and any unpaid fee shall be considered delinquent and subject to interest and penalties. A delinquent special charge becomes a lien on the property against which it is imposed as of the date of delinquency. The delinquent special charge shall be included in the current or next tax roll for collection and settlement. All special charges that become delinquent shall be paid, together with interest and penalties, to the county treasurer in accordance with Wis. Stats. § 74.11(11).
3. The Village may collect delinquent special charges in any other manner provided for by law.

Sec. 34.405: Appeals

1. Any person aggrieved by the determination of the fee applicable to the real property of such person or entity or as to the amount of the special charge associated therewith may file a written appeal to the Village Clerk. The written appeal shall specify the grounds for the challenge to the amount of the fee and shall state the amount of fee that the appellant considers to be appropriate.
2. Such petition shall be made in writing and be filed with the Village Clerk within 30 days of the receipt of the bill.
3. The appeal must specify the basis for the appeal and may include dwelling unit documentation or building square footage documentation for any residential or non-residential fee determination.
4. The Village Administrator shall review the petition and make a determination if there is an error in any order, decision or determination made pertaining to the calculation of the fee. Once a determination has been made on a calculation, no additional request may be filed for the same developed property unless there has been a significant material change from the prior determination. The decision of the village administrator shall be provided in writing to the applicant. A property owner may appeal the decision of the Village Administrator to the Community Life and Public Safety committee for a recommendation to the Village Board. The appeal must be filed in writing to the Village Clerk within 60 calendar days from the date the decision of the Village Administrator was mailed to the property owner.
5. The Village Board, upon review and recommendation of the Community Life and Public Safety committee, shall hear and decide appeals made on the basis other than an alleged error in the determination of building square footage fee determination. The board shall determine whether the fee assigned is fair and reasonable in accordance with the terms of this ordinance and, in the event the appeal is granted, whether or not a refund is due the appellant and the amount of the refund. The board shall conduct a hearing and provide notice to the appellant at least five business days prior to the hearing. The applicant shall be afforded the opportunity to be heard and to present evidence in support of their appeal. The Village Administrator shall provide evidence in support of how the original assessment was made. The board shall render a written decision based upon the evidence presented.

Sec. 34.406: Severability

If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect.

SECTION 2: REPEALER CLAUSE. All ordinance or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

SECTION 3: SEVERABILITY CLAUSE. Should any part or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinances a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

SECTION 4: EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its date of passage and publication as required by law.

Dated the ___ day of _____ 2025.

VILLAGE OF WESTON

By: _____

Mark F. Maloney, President

ATTEST:

By: _____

Pamela S. Brehm, Clerk

Adopted: _____

Published: _____

REQUEST FOR CONSIDERATION

Public Mtg/Date:	Finance and Human Resources Committee and Board of Trustees Meeting, July 21, 2025
Description:	Discussion and/or action on 2026 Budget process Discussion and/or action on 2026 Budget priorities and establishment of Budget Adoption Schedule
From:	Jami Gebert, Village Administrator Jessica Trautman, Finance Director
Question:	To determine any 2026 Budget priorities and meeting schedule for the budget adoption process.

Background

Preparation for the 2026 Budget has begun! Department Directors have access to budget documents and are beginning to assemble budget numbers. An important early step of the budget process is to establish Village priorities for next year's budget. In July, we would like to take some time to discuss what, if any, are the top priorities/goals for the 2026 Budget. Establishing these priorities can assist staff to efficiently allocate resources towards the most important goals, projects, tasks, etc.

Last year, the Finance and Human Resources Committee decided they would review only wages and benefit information for the budget and no joint BOT and Finance & Human Resources Committee meetings were held. Would the committee like to proceed similarly in 2024 or return to joint committee and BOT meetings regarding the 2026 Budget?

In ensure timely reporting to the County and printing of tax bills, the goal for adoption of the 2026 Budget is November 17, 2025 (the regularly scheduled BOT's meeting in November). To secure this date, the Notice of Budget Hearing would need to be published October 28, 2025. Staff would prefer four to five additional meetings for budget preparation.

Staff have a draft timeline and meeting schedule below. Please bring your respective calendars to the meeting, so we can establish and secure the budget meetings on everyone's calendars.

Tentative Calendar:

	Option of:	Timeframe:
Meeting #1	Monday, August 25 th	immediately following Parks & Rec Comt mtg
Meeting #2	Monday, Sept 8 th OR Tuesday, Sept 9 th	meet at 3 PM prior to Public Works Comt OR meeting at 4 PM (ask SAFER to meet at Municipal Center as Board meeting that evening at 5:30 PM)
Meeting #3	Monday, Sept 22 nd	immediately following Parks & Rec Comt mtg
Meeting #4	Monday, Oct 6 th	immediately following CLPS Comt mtg
Meeting #5	Monday, Oct 20 th	start regularly scheduled meeting earlier

Attached Docs: **None.**

Committee Action: **TBD.**

REQUEST FOR CONSIDERATION

Fiscal Impact: None.

Recommendation: **Determine the 2026 Budget adoption timeline and secure dates on respective calendars.**

Recommended Language for Official Action

Finance and Human Resources Committee:

I motion the Finance and Human Resources Committee hold joint meetings with the Board of Trustees regarding the 2026 Budget.

I motion the Finance and Human Resources Committee proceed as in 2024 and recommend wage and benefit information only regarding the 2026 Budget to the Board of Trustees.

Or something else _____.

Board of Trustees:

I move to adopt the 2026 Budget adoption schedule as presented.

I move to adopt the 2026 Budget adoption schedule with the selection of the following meeting dates: _____.

Or something else _____.