



City of Verona

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

MINUTES
FINANCE COMMITTEE
August 27, 2018

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

Roll Call: Chairperson Chad Kemp and Alder Kate Cronin were present.

Also present: City Administrator Jeff Mikorski, Finance Director Brian Lamers, Mayor Luke Diaz, and Library Director Stacey Burkart.

Discussion and Possible Action regarding approval of August 16, 2018 and August 20, 2018 Finance Committee minutes: Motion was made by Kemp, seconded by Cronin to approve the August 16, 2018 and August 20, 2018 Finance Committee minutes with no amendments. Motion carried 2-0.

Discussion and Possible Action regarding Resolution no. R-18-044 approving a second addendum to the commercial lease agreement with the Redeemer Bible Fellowship for the property located at 130 North Franklin Street: Mikorski stated that from the 2014 original agreement it was increased from \$4,800 to \$4,900 two years ago and the recommendation is to increase it by 1% from \$4,900 to \$4,950 for another 2 year lease. Motion was made by Kemp, seconded by Cronin to recommend forwarding to the City Council for approval regarding Resolution no R-18-044 approving a second addendum to the commercial lease agreement with the Redeemer Bible Fellowship for the property located at 130 North Franklin Street. Motion carried 2-0.

Discussion and Possible Action regarding 2019 Budget: Library Director Stacey Burkart went through the Library Budget for 2019. Burkart stated that the funding from Dane County increased by approximately \$75,000. The discussion took place regarding the minimum funding that the City is required for levy in order to get the funding from the County. Burkart stated in this budget the recommendation was to eliminate overdue fines for adults and kids, which there is already no charge for the elderly. She stated that studies have been done and fines and ineffective and it effects more of the low income. Most of the surrounding Municipalities have eliminated or partially eliminated fees. This would be a reduction of revenue of approximately \$20,000. Burkart stated this budget recommends having Sundays open all year around which would increase hours and costs. With the pilot program there were approximately 5,000 visitors on Sundays during the pilot program, with an average of 340 people and 750 items checked out on average. Burkart stated she would like to increase Page I from \$9 to \$9.50 and Page II from \$11 to \$11.50 per hour to stay competitive and would increase the budget of approximately \$3,000. Burkart stated she would like to increase the pay for the Paraprofessionals for the

increase in responsibilities and would also like to increase the 2 LTE's from \$15 to \$18.75 an hour. These changes would increase the budget about \$4,000. Burkart stated she would like to increase 2 Library Assistants from 50% to 60% and 1 from 40% to 50%. Lamers stated with the 2 going from 50% to 60% they would be eligible for WRS, Health and Dental. Burkart went through some of the operating changes for supplies there is an increase of \$1,400 for the outreach vehicle, \$5,000 for office furniture, \$4,000 for wireless access points, an increase in programs by \$8,500, \$5,000 for Memory Lab, \$5,000 for public computer replacements, 5-6% increase in books, \$5,000 for E-books increase and \$20,000 for furniture. Discussion took place on the vehicle needs and looking at it is more cost effective for reimbursement of mileage and also Lamers stated that there is still some moving parts and with us facing in the future years the minimum funding increase we may look at shifting some of these items to the following years.

Lamers went through the Building Inspector budget, he stated the revenue estimated increase is 42%, the previous Building Inspector and the Planning Director went through the projects that are planned for 2019 to come up with the revenue estimates. Lamers stated the expenditures for personnel went up by 9%, which is mainly due to an increase in Health and Dental insurance since the previous Building Inspector had single plans and we budgeted for Family Plans.

Lamers went through the Cable (BTRB) budget and stated this is a non-levy fund with the revenues coming from cable franchise fees and with the estimates currently at the end of 2019 there would be a fund balance of \$559,231. For the expenditures there wasn't much for changes except for the operating equipment there is \$5,000 as a place holder for items such as laptops or other items that may be needed throughout the year.

Lamers went through the Verona Economic Development Commission (VADC) with the only loan that is currently out there is for the Verona Area Community Theater (VACT) and the only revenue in the budget is the interest from the loan in 2019.

Lamers went through the Buildings and Grounds budget and stated that this budget is basically for utilities and maintenance of the City Hall building. There is an increase in utilities budget and an increase in the repairs and maintenance line item with the main reason is a line item of \$15,000 for parking lot maintenance and other repairs.

No action was taken on this agenda item at this time.

Discussion and Possible Action regarding the payment of bills:

Motion was made by Kemp, seconded by Cronin to approve the payment of bills totaling \$524,694.12. Motion carried 2-0.

Adjournment: Motion was made by Cronin, seconded by Kemp, to adjourn the Finance Committee Meeting at 6:46 p.m. Motion carried 2-0.

Respectfully submitted,
Brian Lamers CPA
Finance Director