



CITY OF VERONA

FINANCE COMMITTEE
MONDAY, MAY 10, 2021 – 6:00 P.M.
VERONA CITY CENTER
111 LINCOLN STREET

Due to the COVID-19 pandemic, the Verona Finance Committee will hold its meeting as a virtual meeting. The Finance Committee will not meet at City Hall, 111 Lincoln Street. Members of the Finance Committee and Staff will join the meeting by using Zoom Webinar, as described immediately below.

Members of the public can join the meeting using Zoom Webinar via a computer, tablet, or smartphone, or by calling into the meeting using phones, as described immediately below. Those requiring toll-free options are asked to contact City Hall for details prior to the meeting at adam.sayre@ci.verona.wi.us or 608-848-9941.

Join the meeting via computer, tablet, or smart phone:

<https://zoom.us/j/98672296698>

Webinar ID: 986 7229 6698

Join the meeting via phone by dialing: 312-626-6799

Webinar ID: 986 7229 6698

The online meeting agenda and all support materials can be found at <https://www.ci.verona.wi.us/>. In addition to the public, all Finance Committee members and Staff will also be participating remotely. Anyone with questions prior to the meeting may contact the City at (608) 848-9941 or adam.sayre@ci.verona.wi.us.

AGENDA

1. Call to order.
2. Roll call
3. Discussion and Possible Action re: Recommended Approval of the April 26, 2021 Finance Committee Minutes
4. Discussion and Possible Action re: 2022 Budget Calendar and Timeline
5. Discussion and Possible Action re: Payment of Bills
6. Adjournment.

Chairperson Chad Kemp

POSTED: Verona City Hall
Verona Public Library
Miller's Market
City Web Page at www.ci.verona.wi.us

5/7/2021

Notice is hereby given that a quorum of the members of the City Council or other standing committees of the City Council may be present at the meeting of the Finance Committee to gather information about a subject over which they have decision-making responsibility. The City Council and any other standing committees will not take formal action at this meeting

IF YOU NEED AN INTERPRETER, MATERIALS IN ALTERNATIVE FORMATS, OR OTHER ACCOMMODATION TO ACCESS THE MEETINGS, PLEASE CONTACT THE CITY CLERK AT 845-6495 AT LEAST 48 HOURS PRECEDING THE MEETING. EVERY REASONABLE EFFORT WILL BE MADE TO ACCOMMODATE YOUR REQUEST.



City of Verona

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

MINUTES
FINANCE COMMITTEE
APRIL 26, 2021

Due to the COVID-19 pandemic, the Verona Finance Committee held its meeting as a virtual meeting. The Finance Committee did not meet at City Hall, 111 Lincoln Street. Members of the Finance Committee and Staff joined the meeting by using Zoom Webinar. Members of the public were able to join the meeting using Zoom Webinar via a computer, tablet, or smartphone, or by calling into the meeting via phone.

The meeting was called to order by Chairperson Chad Kemp at 6:30 p.m.

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

Also present: City Administrator Adam Sayre and Finance Director Brian Lamers.

Discussion and Possible Action regarding approval of April 12, 2021 Finance Committee minutes: Motion was made by Cronin, seconded by Posey to approve the April 12, 2021 Finance Committee minutes with no changes noted. Motion carried 3-0.

Discussion and Possible Action regarding the 2022 Budget Preparation: Lamers stated that the budget process started and the capital request and 5-year plan are due back from the departments on June 11th. Typically in July the departments meet with the Committee to review and the operating budgets start in July with the meetings with the Committee starting in mid-August and September. Then there are significant cuts that usually need to be made. Sayre asked the Committee if we should look at Finance and Administration weeding through some of the request and doing cuts and adjustments prior to the Committee receiving the budget. It was stated that the Departments would still meet with the Committee and if they had things removed from the budget they would still be able to request it back from the Committee. After further discussion on the process it was determined that we would try this format for the 2022 budget.

Discussion and Possible Action regarding the payment of bills:

Motion was made by Kemp, seconded by Cronin to approve the payment of bills totaling \$956,287.91. Motion carried 3-0.

Adjournment: Motion was made by Cronin, seconded by Posey, to adjourn the Finance Committee Meeting at 6:44 p.m. Motion carried 3-0.

Respectfully submitted,
Brian Lamers CPA
Finance Director

2022 Budget Calendar			
Date	Weekday	Estimate Time	Action
6/11/2021	Friday	N/A	2022 Capital and 5 Year Capital Plan Due from Departments to Administration
7/8/2021	Thursday	N/A	Administration sends Budget Sheets to Departments (Admin has updated Salary, Benefits, 2020 Actual and 6/30/21 amounts included)
7/30/2021	Friday	N/A	Department Budgets due back to Finance
8/2-8/3/21	Mon-Tues		Scheduled Meetings with Departments and Administration
8/23/2021	Monday	6:00 Council at 7:00	Department Presentation on 2022 Budgets (Senior Center, Buildings and Grounds, Fire, Council, Cable (BTRB), Building Ins)
9/13/2021	Monday	6:00 Council at 7:00	Regular Finance Meeting/Department Presentations on 2022 Budgets (FitchRona EMS, Police Department, Emergency Preparedness)
9/20/2021	Monday	5:00 No Council Meeting	Regular Finance Meeting/Department Presentations on 2022 Budgets (Public Works, Parks, Recreation, Library, Planning, Municipal Court)
9/27/2021	Monday	6:00 Council at 7:00	Department Presentation on 2022 Budgets (Admin, Tax Increments Financing Disticts, Debt, Econ Dev)
10/4/2021	Monday	Meeting if Needed No Council Meeting	Any other Budget Items/Updates (If Needed)
10/11/2021	Monday	6:00 Council at 7:00	Regular Finance Meeting-2021 Proposed Recommended Budget and Authorization for Publication
10/25/2021	Monday	6:00 Council at 7:00	Any other Budget Items/Updates
10/28/2021	Thursday	N/A	Publication Date Send to Paper Prior to that Date to get Published
11/8/2021	Monday	6:00 Committee at 6:30	Budget Presentation to the Committee of the Whole Proposed Budget to the Council prior to this
11/15/2021	Monday	6:00 Council at 7:00	Finance Meeting-2 Resolutions on 2022 Budget (Added Council Meeting)

Library Resolution 10/11
EMS Resolution 10/25