



# City of Verona

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

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## FINANCE COMMITTEE MINUTES SEPTEMBER 19, 2022

The meeting was called to order by Chairperson Chad Kemp at 5:30 p.m.

Roll Call: Chairperson Chad Kemp and Alder Mara Helmke. Alder Christine Posey arrived at 5:36 p.m.

Also present: Mayor Luke Diaz, City Administrator Adam Sayre, Finance Director Brian Lamers, Recreation Director Casey Dudley, Library Director Stacey Burkart and Public Works Director Theran Jacobson.

Discussion and Possible Action regarding approval of September 12, 2022, Finance Committee minutes: Helmke noted in the minutes that Rye Kimmet is listed as Chairperson instead of alder. Motion was made by Helmke, seconded by Kemp to approve the September 12, 2022, Finance Committee minutes with the changes noted. Motion carried 2-0.

Discussion and Possible Action regarding any Updates or Information on the 2022 Budget, Department Budget Presentations: Recreation Director Casey Dudley stated in the 2023 budget there is an increase in program revenues at about 17% and mainly due to the beach and playground revenue. He stated there is a proposed fee increase in playground and park reservation fees approved by the Park Board. He stated expenses increased by 15%, which part of it is with the COLA increase and benefits and increase cost of programs. He stated there is an increase in summer help wages to attract summer employees.

He presented the Cemetery budget and stated there were no major changes. A discussion took place regarding the contracted services for mowing and what the cost would be if it was done internally. It was decided that should be looked at in the future.

He went through the Forestry budget with revenue of \$44,500 and expenditures of \$53,500. Included in the expenditures are the cost of trees, treatment of ash trees, removal and replacement of trees and cost for trees at Hawthorne Hills.

Dudley went through the proposed Parks budget. He explained that the Parks employees are proposed to go up one grade. Sayre stated that the HR Coordinator and him reviewed that position and graded it and should be up one grade and they then would be equal to the Public Works employees. One of the other increases was to maintenance and repairs by almost \$20,000. He also stated there was an increase to the cost of fuel. He then went over the list of requested capital outlay equipment for the parks department.

Library Director Stacey Burkart noted that staffing changes proposed are an increase of a Library Assistant from 832 hours to 1040 hours and eliminate an 832 position. Page positions there is an increase in hours for 5 positions from 416 hours to 520 hours and elimination of 2 positions that are at 416 hours. Other changes include, moving \$4,500 in DVDs and Video to books, reduction in PPE expenses, elimination of drinking water services, South Central Library cost of 3% increase and addition of \$500 for self-checkout station. In the Library budget there is \$30,000 for a portion of the carpeting replacement. She stated so far the estimate coming in is \$78,000 for the carpeting. Sayre stated there is an estimate of \$32,000 to \$38,000 for moving of the shelving and books to install the carpeting but that is still being looked at for options. The capital budget included \$45,000 for carpeting and \$175,000 for a portion of the roof. It was decided to do the carpeting in 3 stages and this is the second stage to be done. Lamers stated that the capital may be adjusted depending on estimates and what is decided.

Discussion took place on the Minimum funding for the Library. Burkart stated that she received notification that the calculation was wrong. Sayre stated that the new calculation would require the City to add approximately another \$194,000 to Library levy. The total increase would have been about \$239,000 which would have made the rest of the budget more difficult. He stated that we have a meeting with a Dane County representative coming up to discuss the options and the calculation.

Lamers state that we have received the Health Insurance rates and the general budgets the estimate of 5% was exactly what the increase was so there is no changes to most of the budget. There was a change in the police health insurance compared to the estimate which caused a decrease in budget by approximately \$6,000.

Sayre explained that we were approached by the City of Fitchburg that with the proposed FitchRona EMS budget increase that there is a State Statute that if all three municipalities pass a resolution to exceed the levy limit due to the increase. The thought is if all three municipalities agree the amount would be added to the EMS fund balance to bring that back up closer to where it should be. Lamers explained this would increase the mill rate but would be very minimal and we will know what that would be once we know what the equalized value will be.

Sayre stated that with TIF 6 closure there will be residual funds of approximately \$108,000 that Staff would like to add to the equipment replacement fund and will be bringing that to the committee.

Public Works Director Theran Jacobson presented through a power point presentation and that is available upon request.

Lamers went over the Planning Department budget and stated it is reduced in expenditures due to in 2022 budget where the director was budgeted at the top step and the current budget the director in not at top step.

Lamers state the Municipal Court budget there was an increase in fines and forfeiture revenues from \$88,000 to \$135,000 and a reduction in court fees by \$7,000 to reflect actual over the past years. Expenditures were reduced due to a retirement of the clerk at top step and the replacement at a lower step.

Lamers and Sayre did a recap of the budget at this point and talked about requested position and future positions. The committee was supportive of funding the Senior Center staff change and possibly the Fire Department staffing changes in this budget. Lamers stated that some of the changes that we will likely be proposing are utilizing \$20,000 of fund balance for the Senior Center and reducing that levy, bringing the Police overtime budget back down to 2022 level and being more in line with actual, which would be a reduction of \$53,592, bringing the Police maintenance budget back down by \$8,500, and reducing the Parks maintenance budget down by \$10,000. Lamers explained that if the Fire position requested was approved and eliminate the 50% Administrative Secretary position the levy impact would be \$83,741 increase. There was a discussion of the pavement program in capital and the request of \$674,000 would probably be reduced to \$500,000 due to the balance in there currently is more than what is needed. There will be further discussion on other position and potential cuts in future meetings.

Adjournment: Motion was made by Posey, seconded by Helmke to adjourn the Finance Committee Meeting at 7:28 p.m. Motion carried 3-0.

Respectfully submitted,  
Brian Lamers CPA  
Finance Director