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| MEETING: | REGULAR MEETING OF THE COMMITTEE OF THE WHOLE |
| DATE AND TIME: | Tuesday, October 15, 2024 6:00 PM |
| LOCATION: | Germantown Village Hall Board Room N112 W17001 Mequon Road |

MINUTES

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*

Village President Dean Wolter called the Committee of the Whole meeting to order at 6:00 PM.

II. **ROLL CALL:**

Present: Trustee David Baum, Trustee Jan Miller, Trustee Jolene Pieper, Trustee Meg Cutts, Trustee Robert Warren, Village President Dean Wolter, Trustee Phil Hudson

Excused: Trustee Terri Kaminski, Trustee Rick Miller

Also Present: Village Administrator Steve Kreklow, Village Clerk Donna Ott, Finance Director Matthew Uselding, Police Chief Mike Snow, Fire Chief John Delain (via WebEx), Park and Recreation Director Gil Stanridge, Public Works Superintendent Scott Anderson, Public Works Director Matthew Mortwedt, Library Director Trisha Smith

III. **APPROVAL OF MINUTES:**

Motion: Approve as presented

Motioned By: Trustee Baum

Seconded By: Trustee Warren

Yes: Trustee Baum, Trustee Jan Miller, Trustee Pieper, Trustee Cutts, Trustee Warren, Village President Wolter, Trustee Hudson

No: None

Abstain: None

Motion Carried by Voice Vote (Yes 7, No 0, Abstain 0)

A. Minutes: October 1, 2024

B. Minutes: October 8, 2024

IV. UNFINISHED BUSINESS

V. NEW BUSINESS:

A. 2025 Budget Review

1. Special Revenue Funds
2. Health and Dental Funds
3. Tax Increment District Funds
4. Debt Service Fund
5. Capital Projects

Finance Director Uselding provided an overview of the below funds and projects.

1.) Special Revenue Funds

Uselding highlighted the revenues and expenses of the Property Maintenance fund, the Honor Guard fund, the Recreation Facility fund, the Historic Preservation fund, the Canine fund, the Police Asset Forfeiture fund, the Library Capital fund, Police Impact Fees, Fire Impact Fees, Library Impact Fees, Park Impact Fees, the Fire Explorer program fund, and senior van replacement.

Uselding advised that an Impact Fee study is currently being conducted to see if impact fee rates need to be raised or changed.

2.) Health and Dental Funds

Uselding highlighted the increased revenue in the Health and Dental funds, due mostly to increased personnel in Police and Fire. Expenses are expected to increase proportionately.

3.) Tax Increment District Funds

Uselding stated that there are no major projects planned for TID #6 in 2025, so the only projected revenue expected is the increment of ~\$650,000. The debt service payments comprise the largest expense, totaling ~\$515,000. TID #7 is expecting an increment revenue of ~\$370,000, with the major project (Freistadt Road construction) expecting a projected expense of ~\$1.87 million. TID #8 is expecting revenues totaling ~\$7.8 million; major projects (Rockfield Road construction and High Point Pass construction) are expecting expenses of ~\$5 million. TID #9 expected increment revenues total just under \$400,000; there are no major projects planned for 2025, so expenses are mostly comprised of debt services payments totaling ~\$205,000.

4.) Debt Service Fund

The projected debt service fund has a debt service levy of ~\$5.2 million. This is an 8% increase over the 2024 adopted budget. Uselding advised that the large gap seen between the 2024 and 2025 budgets is a result of the auditors asking for TID debt and utility debt to be moved to their own funds. Available options to reduce the debt service levy will be brought forward for further discussion; Village Administrator Kreklow and Public Works Director Mortwedt spoke regarding the option of lowering the contingency fund for the new DPW building construction project.

5.) Capital Projects

Recommended capital projects were submitted by Village departments, with the largest project being the reconstruction of Division Road (~\$3.85 million). ~\$1.56 million has also been requested for the annual road program. The remaining projects include additional police squad cars, library upgrades, parks upgrades, and facility upgrades.

Motion: Remove \$50,000 from the Firemen's Park renovation fund

Motioned By: Trustee Pieper

Seconded By: None

Motion Fails for Lack of a Second.

Park & Recreation Director Standridge discussed the request for renovations and safety upgrades to the old Fire Station #1 at Firemen's Park, including a request to fix the floor drain so that more of the station is usable for activities and programs. The Park & Recreation department generates ~\$200,000 in yearly revenue from Kids Klub programs currently being held at the station.

Motion: Remove \$50,000 from the Firemen's Park renovation fund

Motioned By: Trustee Pieper

Seconded By: Trustee Warren

Yes: Trustee Pieper, Trustee Warren

No: Trustee Baum, Trustee Jan Miller, Trustee Cutts, Village President Wolter, Trustee Hudson

Abstain: None

Motion Failed by Voice Vote (Yes 2, No 5, Abstain 0)

Public Works Director Mortwedt discussed the request for Division Road reconstruction funds. He advised that the construction will be done in phases over several years, and will incorporate updates to the Old Farm Lift Station in the second phase.

Motion: Proceed with Capital Projects budget as written

Motioned By: Trustee Hudson

Seconded By: Trustee Baum

Administrator Kreklow discussed the unanticipated \$135,000 in additional state shared revenue; discussion ensued regarding the use of this revenue to cover as many Capital Projects as possible, or using it to pay down the debt levy.

Motion to Amend: Remove the \$35,000 in laptop stations and equipment request, \$27,000 in recording software request, \$7,500 GIS Paser Rating request, and \$7,500 GIS Traffic Signals/Lighting request from the Capital Projects budget and add them to the General Fund so it can be paid out of the \$135,000 in additional revenue

Motioned By: Trustee Baum

Seconded By: Trustee Hudson

Yes: Trustee Baum, Trustee Cutts, Trustee Warren, Village President Wolter, Trustee Hudson

No: Trustee Jan Miller, Trustee Pieper

Abstain: None

Motion to Amend Carried by Voice Vote (Yes 5, No 2, Abstain 0)

Yes: Trustee Baum, Trustee Jan Miller, Trustee Cutts, Trustee Warren, Village President Wolter, Trustee Hudson

No: Trustee Pieper

Abstain: None

Motion as Amended Carried by Voice Vote (Yes 6, No 1, Abstain 0)

Motion: Reduce the debt service levy by \$397,685, and pay that portion of the debt service levy out of the Public Works building contingency fund

Motioned By: Trustee Baum

Seconded By: Trustee Hudson

Yes: Trustee Baum, Trustee Jan Miller, Trustee Cutts, Trustee Warren, Village President Wolter, Trustee Hudson

No: Trustee Pieper

Abstain: None

Motion Carried by Voice Vote (Yes 6, No 1, Abstain 0)

B. Outstanding Items

Motion: Take the remaining state shared revenue funds (~\$58,000) and split them evenly between Park & Recreation and the Library budgets

Motioned By: Trustee Jan Miller

Seconded By: Trustee Cutts

Yes: Trustee Jan Miller

No: Trustee Baum, Trustee Pieper, Trustee Cutts, Trustee Warren, Village President Wolter, Trustee Hudson

Abstain: None

Motion Failed by Voice Vote (Yes 1, No 6, Abstain 0)

Motion: Take the remaining state shared revenue funds (~\$58,000) to replace earned interest revenue in the 2025 Budget and direct staff to present language to the GGF Committee to establish a capital reserve fund to be funded from earnings on investments in the future

Motioned By: Trustee Cutts

Seconded By: Trustee Pieper

Yes: Trustee Baum, Trustee Jan Miller, Trustee Pieper, Trustee Cutts, Trustee Warren, Village President Wolter, Trustee Hudson

No: None

Abstain: None

Motion Carried by Voice Vote (Yes 7, No 0, Abstain 0)

C. Public Hearing Notice Publication

Finance Director Uselding advised that one major change to the public hearing notice will be made before publication: the debt service levy will be kept flat. The notice will be sent to the paper within the week for publication, with the public hearing set for November 18, 2024.

VI. ADJOURNMENT:

Village President Wolter adjourned the Committee of the Whole meeting at 8:30 PM.