

VILLAGE OF GRAFTON

FINANCE COMMITTEE MEETING MINUTES

MONDAY AUGUST 3, 2015

Chair Jim Brunnuell called the meeting to order at 5:30 p.m.

Committee members present: Village President Jim Brunnuell, Trustee Sue Meinecke, Trustee David Antoine, and Trustee Lisa Harbeck

Staff present: Village Administrator Darrell Hofland, Director of Administrative Services Paul Styduhar, and Administrative Assistant Chris Stannis

Public present: None

HEAR PERSONS REQUESTING TO BE HEARD

None

COMMUNITY SURVEY

Darrell Hofland, Village Administrator, discussed the survey and its history with the Village. The proposed 2015 community survey is an abbreviated survey as a more comprehensive survey is done every three to four years. This survey is to engage residents about the quality of services the Village offers.

At the recent July Plan Commission meeting, discussion occurred regarding the possible inclusion of additional questions on the community survey. Mr. Hofland is recommending that these questions not be included in the 2015 survey. The Director of Planning and Development will be researching possible questions for a 2016 survey as she assists the Plan Commission and the Village Board in updating the Comprehensive Plan.

Administrator Hofland will present the results of the 2015 survey to the Finance Committee at a future meeting.

Motion by Trustee Meinecke, seconded by Trustee Antoine, to recommend to the Village Board approve the 2015 Community Survey question as presented. Motion carried.

RECLASSIFICATION OF INSPECTION DEPARTMENT PART-TIME OFFICE ASSISTANT POSITION

Administrator Hofland stated the Inspection Department has experienced an increase amount of construction activity in Grafton and Saukville. He gave background regarding this position and recent events that would lead the Village to change this part-time position from a Limited Term Employee to a Regular Employee status. By approving this change, it would provide more stability for the position and the employee hired to fill the position.

This reclassification would result in the position receiving paid holidays and floating holidays based on a prorated rate to an equivalent of a full time employee.

Motion by Trustee Antoine, seconded by Trustee Meinecke, to recommend to Village Board to approve the reclassification of the Limited Term part-time Office Assistant position to a Regular part-time Office Assistant position. Motion carried.

LONG TERM FINANCIAL PLAN

Administrator Hofland has updated the Long Term Financial Plan as previously presented at the July Finance Committee meeting and has included Fiscal Policies. Similar to last year, the Plan and Policies are consistent with the parameters that have been incorporated into the development of past annual budgets.

Motion by Trustee Meinecke, seconded by Trustee Harbeck to recommend the Village Board approve the 2016 Long Term Financial Plan and related Fiscal Polices as proposed. Motion carried.

LEAGUE OF WISCONSIN MUNICIPALITIES

The recently enacted state budget, Wisconsin Act 55, mandates that additional information be added to the property tax bill. This will require property tax bills to indicate the total amount of tax levied on all property of the taxing jurisdiction and on the property for which the bill is prepared that is the result of a referendum to exceed, on a nonpermanent basis, revenue and/ or levy limits for technical colleges, school districts, municipalities, towns and the county.

A new tax bill will need to be redesigned to ensure all Wisconsin Act 55 provisions are being implemented. The Village is requesting a one year waiver to ensure this new regulations are met in 2016.

Trustee Harbeck had a question regarding if other municipalities were able to accommodate these new requirements.

Motion by Trustee Antoine, seconded by Trustee Meinecke, to recommend to Village Board approve the Village of Grafton to be included on the League of Wisconsin Municipalities' request for a one-year waiver from new property tax bill information requirement created by the State budget. Motion carried.

OLD BUSINESS

Room Tax

The second quarter room tax revenue has significant increased from last year. The Village is currently researching the new State room tax laws and will be implementing new policies to adhere to the changes.

TID Values

The State has made significant updates to Tax Incremental Districts' (TID's) values for the Village. A discussion occurred regarding the basis for the change in values. Director of Administrative Services Styduhar had a discussion with State staff regarding the values associated with identified corrections.

The last four pages of the document distributed to the Finance Committee contain financial information about the TIDs:

- TID No. 2 - 1.3 decrease in value due to a correction on manufacturing equipment,
- TID No. 3 - increase of 10% of which half is due to a correction, and
- TID No. 4 - 24% increase in overall values of which almost half is due to a correction.
- TID No. 5 – 25% increase in overall values

At the September Finance Committee, updated financial information from Todd Taves, Ehlers, will be presented.

President Brunquell requested additional information about the changes in values over the past four years.

NEW BUSINESS

None

ADJOURN

Motion by Trustee Antoine, seconded by Trustee Harbeck to adjourn at 5:54 p.m. Motion carried.