



SPECIAL CITY COUNCIL MEETING MONDAY, OCTOBER 29, 2018 – 6:00 PM COUNCIL CHAMBERS, CITY HALL

Members:

Mayor Tom Hartz, Council President, Ken Howell, Council Vice President, John Halverson,
Alderpersons: Selena Proksa, Doug Skates, Tim Dunn, Cindy Flower, Shari Straube, and Rich Hedlund

AGENDA

1. Mayor Hartz calls the meeting to order
2. Pledge of Allegiance – Alderperson Hedlund
3. Roll Call
4. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes
5. Discussion/Action approving either **Resolution 18-R69** or **Resolution 18-R70** for publication of Public Hearing Notice regarding the City of Lake Geneva 2019 Operating and Capital Budgets
6. **Adjournment**

Requests from persons with disabilities, who need assistance to participate in this meeting or hearing, should be made to the City Clerk's office in advance so the appropriate accommodations can be made.

10/26/2018 4:00 PM

cc: Aldermen, Mayor, City Admin., Attorney, Dept. Heads, Media

**RESOLUTION 18-R69
OPTION A - CONSENSUS OF THE FLR BUDGET WORKSHOP 10/23/18**

**NOTICE OF PUBLIC HEARING
CITY OF LAKE GENEVA
PROPOSED 2019 BUDGET**

Notice is hereby given that a PUBLIC HEARING will be held, on Monday, November 26, 2018 at 6:00 P.M., in the Council Chambers, at City Hall, 626 Geneva Street, City of Lake Geneva, on the 2019 PROPOSED MUNICIPAL OPERATING and CAPITAL FUNDS BUDGET. A detailed copy of the 2019 PROPOSED MUNICIPAL OPERATING and CAPITAL FUNDS BUDGET is available for public inspection at the City Clerk's Office in City Hall, from 8:30 A.M. to 5:00 P.M. on Monday through Friday. A copy is also available for public inspection at the Lake Geneva Public Library and on the City's website at www.cityoflakegeneva.com.

Dated this 29th day of October, 2018.

/s/ Thomas Hartz _____
Mayor
City of Lake Geneva, Wisconsin

**CITY OF LAKE GENEVA
2019 PROPOSED OPERATING BUDGET**

	<u>2018 APPROVED BUDGET</u>	<u>2019 PROPOSED BUDGET</u>	<u>2018-2019 % CHANGE</u>
REVENUES:			
Taxes:			
General Property Taxes	\$ 4,826,325	\$ 5,063,166	4.9%
Other Taxes	705,999	729,844	3.4%
Special Assessments	7,200	720	-90.0%
Intergovernmental Revenues	1,020,409	1,028,449	0.8%
Licenses and Permits	429,760	582,760	35.6%
Fines and Forfeitures	116,200	160,750	38.3%
Public Charges for Services	646,366	682,386	5.6%
Interest Earnings	21,000	61,000	190.5%
Miscellaneous Revenues	69,445	59,200	-14.8%
Net Interfund Transfers	1,582,751	1,342,041	-15.2%
Application of Prior Yrs Appropriation	5,903	305,000	5066.9%
TOTAL REVENUES:	<u>\$ 9,431,358</u>	<u>\$ 10,015,316</u>	<u>6.2%</u>
EXPENDITURES:			
General Government	\$ 1,429,293	\$ 1,429,212	0.0%
Public Safety	4,386,038	4,633,311	5.6%
Public Works	1,595,335	1,685,797	5.7%
Culture, Recreation & Education	300,449	331,275	10.3%
Conservation & Development	9,050	69,054	663.0%
Health Insurance	1,519,100	1,715,580	12.9%
Contingency	192,093	151,087	-21.3%
TOTAL EXPENDITURES:	<u>\$ 9,431,358</u>	<u>\$ 10,015,316</u>	<u>6.2%</u>
TOTAL REVENUES OVER (UNDER) EXPENDITURES:	\$ -	\$ -	
DEBT SERVICE FUND			
REVENUES	1,070,706	1,004,946	-6.1%
EXPENDITURES:			
Principal Retirement	950,143	910,000	-4.2%
Interest Expense	120,563	94,946	-21.2%
TOTAL EXPENDITURES:	<u>\$ 1,070,706</u>	<u>\$ 1,004,946</u>	<u>-6.1%</u>
TOTAL REVENUES OVER (UNDER) EXPENDITURES:	\$ -	\$ -	
CAPITAL PROJECTS FUND			
REVENUES	\$ 1,273,042	\$ 1,002,500	-21.3%
EXPENDITURES	1,273,042	1,002,500	-21.3%
TOTAL REVENUES OVER (UNDER) EXPENDITURES:	<u>\$ -</u>	<u>\$ -</u>	
EQUIPMENT REPLACEMENT FUND			
REVENUES	\$ 677,990	\$ 729,373	7.6%
EXPENDITURES	\$ 1,155,099	\$ 729,373	-36.9%
TOTAL REVENUES OVER (UNDER) EXPENDITURES:	<u>\$ (477,109)</u>	<u>\$ -</u>	
IMPACT FEES FUND			
REVENUES	\$ -	\$ 12,700	-
EXPENDITURES	-	12,700	-
TOTAL REVENUES OVER (UNDER) EXPENDITURES:	<u>\$ -</u>	<u>\$ 25,400</u>	
SPECIAL REVENUE FUNDS			
REVENUES	\$ 3,963,779	\$ 4,028,925	1.6%
EXPENDITURES (Includes Transfers)	3,813,779	3,878,925	1.7%
TOTAL REVENUES OVER (UNDER) EXPENDITURES:	<u>\$ 150,000</u>	<u>\$ 150,000</u>	<u>0.0%</u>
CEMETERY PERPETUAL CARE FUND			
REVENUES	\$ 32,000	\$ 32,000	0.0%
EXPENDITURES (Includes Transfers)	13,000	13,000	0.0%
TOTAL REVENUES OVER (UNDER) EXPENDITURES:	<u>\$ 19,000</u>	<u>\$ 19,000</u>	<u>0.0%</u>

Tax Rate Per \$1,000 of Assessed Value for City Purposes:	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
	\$ 6.04	\$ 6.04	\$ 5.96	\$ 5.84	\$ 5.56

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Dated this 29th day of October, 2018.

/S/ Thomas Hartz _____
 Mayor
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TOTAL REVENUES:	\$ 9,431,358	\$ 10,047,651	6.5%
EXPENDITURES:			
General Government	\$ 1,429,293	\$ 1,429,212	0.0%
Public Safety	4,386,038	4,673,428	6.6%
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Culture, Recreation & Education	300,449	331,275	10.3%
Conservation & Development	9,050	69,054	663.0%
Health Insurance	1,519,100	1,748,100	15.1%
Contingency	192,093	110,785	-42.3%
TOTAL EXPENDITURES:	\$ 9,431,358	\$ 10,047,651	6.5%
TOTAL REVENUES OVER (UNDER) EXPENDITURES:	\$ -	\$ -	
DEBT SERVICE FUND			
REVENUES	1,070,706	1,037,281	-3.1%
EXPENDITURES:			
Principal Retirement	950,143	910,000	-4.2%
Interest Expense	120,563	94,946	-21.2%
Net Interfund Transfers	-	32,335	
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	\$ 6.04	\$ 6.04	\$ 5.96	\$ 5.84	\$ 5.58

CITY OF LAKE GENEVA**Major Changes in 2018 Budget vs. 2019 Budget****General Fund Revenues**

2019 Budget	10,015,316	
2018 Budget	<u>9,431,358</u>	
	583,958	
Taxes	236,841	Net new construction increase and amount allocated to debt service
Other Taxes	21,815	Increase in room tax revenue per calculation
Licenses and Permits	151,000	Increase in building permit revenues/cable franchise fees
Fines and Forfeitures	44,550	Increase in municipal court fine collections
Public Charges for Services	37,920	Increase in estimated Fire/EMS billing revenues
Interest Income	40,000	Increase in estimated interest income
Net Interfund Transfers	(240,710)	Decrease in net interfund transfers/direct charge to utilities
Application of Prior Yrs. Appropriation	300,000	Use of surplus for health claim self insurance (runout)
	<u>(7,458)</u>	Other misc item changes
	583,958	

General Fund Expenditures

2019 Budget	10,015,316	
2018 Budget	<u>9,431,358</u>	
	583,958	
General Government	-	Flat; due to direct charge to utilities
Public Safety	250,000	Increase for (2) full-time police positions, capital under \$5,000 moved from eq replace fund
Public Works	90,000	Increase for new DPW heavy equipment operator, increase in garbage/recycling per contract
Culture, Recreation and Education	27,000	Increase for parks labor and supplies due to volume
Conservation and Development	60,000	Increase for comprehensive plan, zoning codes, avian committee
Health Insurance	196,480	Net increase for health claim self insurance (runout)
Contingency	(40,000)	Decrease in contingency account
	<u>478</u>	Other misc item changes
	583,958	

Capital Projects

City Hall	20,000	Business licensing software; laser fiche
Fire Department	34,500	EMS UTV
	22,000	Ceiling fans
	26,000	Ambulance cot loader
Streets Department	750,000	Streets
	30,000	Crack filling
	25,000	Storm sewers
Parks Department	30,000	Fencing for brush drop off and lock up
	15,000	Bike/Ped path improvements
Riviera	50,000	Riviera renovation
	<u>1,002,500</u>	

Equipment Replacement

City Hall	35,000	Balance of accounting software system
	10,000	Sprinkler alarm system
Police Department	74,000	(2) squad cars - moved to 2018
	6,000	Air conditioner - server room
	6,600	UL certification
	16,869	MAV recorders
	21,065	Radio console upgrade-Phase II
Fire Department	46,000	Vehicle - moved to 2018
	5,839	Fire hose and appliances
	32,600	Turn out gear
	35,000	Communication equipment
	19,900	Computers and networking
	99,000	EMS cardiac monitors
	15,000	Station alerting system
	13,500	Air compressor and air dryer
Emergency Management	15,000	Siren
Streets Department	190,000	International plow truck
	70,000	Leaf vac
Parks Department	9,000	Toro turf mower
	9,000	Toro turf mower
	<u>729,373</u>	

CITY OF LAKE GENEVA

Tax Levy Distribution - Per Levy Limit Worksheet

	2018	2019	Inc/(Dec)	
General Fund	4,826,325	5,063,166	236,841	4.91%
Debt Service Fund	1,070,706	1,004,946	(65,760)	-6.14%
Cemetery Fund	135,000	150,000	15,000	11.11%
Library Fund	456,800	471,656	14,856	3.25%
Equipment Replacement Fund	677,990	677,990	-	0.00%
Total Tax Levy	7,166,821	7,367,758	200,937	2.80%

	2018	2019	Inc/(Dec)		NEW-OPTION A				NEW-OPTION B			
					2018	2019	Inc/(Dec)		2018	2019	Inc/(Dec)	
General Fund	4,826,325	4,967,079	140,754	2.92% *	4,826,325	5,063,166	236,841	4.91%	4,826,325	5,063,166	236,841	4.91%
Debt Service Fund	1,070,706	1,004,946	(65,760)	-6.14%	1,070,706	908,859	(161,847)	-15.12%	1,070,706	941,194	(129,512)	-12.10%
Cemetery Fund	135,000	150,000	15,000	11.11%	135,000	150,000	15,000	11.11%	135,000	150,000	15,000	11.11%
Library Fund	456,800	471,656	14,856	3.25%	456,800	471,656	14,856	3.25%	456,800	471,656	14,856	3.25%
Equipment Replacement Fund	677,990	677,990	-	0.00%	677,990	677,990	-	0.00%	677,990	677,990	-	0.00%
Total Tax Levy	7,166,821	7,271,671	104,850	1.46%	7,166,821	7,271,671	104,850	1.46%	7,166,821	7,304,006	137,185	1.91%

*if only using net new construction - subtract \$96,087

Mill Rate Calculations	2018	New Const Only	Levy Limit Inc
		2019	2019
Total Tax Levy	7,166,821	7,271,671	7,304,006
Total Assessed Valuation	1,226,759,100	1,308,460,100	1,308,460,100
Rate per \$1,000	0.005842077 \$5.84	0.005557427 \$5.56	0.005582139 \$5.58



**City of Lake Geneva
POLICE DEPARTMENT**

Chief Michael S. Rasmussen

626 Geneva Street

Lake Geneva, Wisconsin 53147

Phone: (262) 248-4455 Fax: (262) 248-4809

To: Dave Berner, City Administrator

CC: Mayor Hartz, Comptroller Hall

Please except this memo as follow-up from the 23 October finance committee meeting

As you know the Police department requested a Detective Sergeant position in the 2019 budget. It is my understanding, that with added position, we would be allowed to backfill and hire a new patrolman so we do not lose a patrol position.

My plan with this position would be to promote from within. I would like to fill this position in the middle of January. If we do promote from within, I would like to hire a new patrolman with a start date of February 18. This new patrolman would be the backfill from hiring from within and this date would allow us to have that officer trained and ready for the summer months.

This position and backfill along with raise, insurance and a few budget line item requests would raise the 2019 budget \$162,640 over the 2018 budget:

2018 budget	\$2,959,980.00
Detective Sergeant	\$80,236.00
Other (Dept. Raises etc.)	\$46,786.00
2019 budget with DetSgt:	\$3,087,002.00
<u>Detective Sergeant Insurance</u>	<u>\$35,618.00 (family/dental)</u>
Total budget with health insurance	\$3,122,620.00
Increase	\$162,640.00

During the finance committee meeting it appeared to be a consensus that the three SRO positions were being removed from the budget until the schools could contribute to the expenses or other funding was found.

The finance members then seemed to be interested in hiring another police officer. Adding an additional entry level Patrol position would have following cost:

These costs are at a prorated rate with a start date of 18 March.

Salary	\$37,907.00
Social security	\$2,900.00
Initial uniform	\$2,000.00
Retirement	\$4,405.00
<u>family health insurance (10 months)</u>	<u>\$29,682.00 (family/dental)</u>
total cost for extra officer	\$76,894.00

This second position would have a starting date of March 18 so both new patrolman would be available and trained for summer. The impact on the 2020 budget will be higher as these positions would not be filled for the entire 2019 budget year.

During this process and in reviewing our current status of the budget I met with Comptroller Hall and we feel confident that we can lower our compensation per contract line item. This line item was elevated last year for sick time pay outs and payouts for Assistant Chief Reuss who retired. We have also observed the shift in employee compensation with more officers preferring time off verses pay. This line item can be reduced by \$39,924.00.

In conclusion if the police department is allowed to promote and backfill for a Detective Sergeant and to hire an additional patrol officer, the overall budget impact is as follows:

New personnel cost with family insurance plan and dental	\$192,748.00
<u>Raises and other line items requests</u>	<u>\$46,786.00</u>
<u>Equipment outlay (new-added in budget this year)</u>	<u>\$68,765.00</u>
Total	\$308,299.00

2018 budget	\$2,959,980.00
2019 budget	\$3,268,279.00
<u>Comp per contract (adjustment)</u>	<u>-\$39,924.00</u>
Final 2019 budget request	\$3,228,355.00

Total increase **\$268,375.00**

If you have any questions or concerns, please feel free to contact me.

Respectfully submitted,
Chief Michael S. Rasmussen