

**FINANCE COMMITTEE MEETING**  
CITY OF WISCONSIN DELLS  
MUNICIPAL BUILDING ~ 300 LA CROSSE STREET  
WISCONSIN DELLS, WI 53965  
**OCTOBER 4, 2016**

Chairperson Holzem called the meeting to order at 1:30PM. Notice of the meeting was provided to the *Dells Events*, WNNO Radio, and posted in accordance with State Statutes.

1. Present: Ald. Brian Holzem, Mayor Brian Landers, Ald. Mike Freel and Ald. Dar Mor  
  
Others: City Clerk Nancy R. Holzem, City Treasurer Karen Terry, Director of Public Works David Holzem, City Planner/Zoning Administrator Chris Tollaksen, Fire Chief Scott Walsh, and Police Chief Jody Ward
2. Motion by Ald. Mor seconded by Ald. Freel to approve the minutes of the September 19, 2016 meeting. Motion carried unanimously.
3. Public Works and Utilities Director David Holzem presented his proposed 2017 operating budget for the Public Works Department. Estimated revenues decreased by 16.83% (\$9,826) due to a decrease in garbage revenue and moving the Commercial Wharf revenue to River & Bays in 2017. Holzem stated he continues to spend more of his time managing the utilities with rate cases and continued support in those areas. The committee approved a new wage split for the Director wages to be divided at 25% each department – DPW, Water, Sewer, & Electric Utilities.

The proposed 2017 operating budget for the Water Utility included a 5.5% (\$43,444) increase in revenue and a 1.18% decrease (\$8,697) in expenses. The proposed 2017 operating budget for the Sewer Utility included a 26.87% increase (\$290,168) in revenue due to the rate case to cover the debt of the Waste Water Treatment Plant. The Sewer Utility budget also includes an 8.78% increase (\$100,515) in expenditures due to the interest expense of the new debt and operating expenses. The proposed 2017 budget for the Electric Utility included a .01% decrease in revenue (\$590) and 5.88% increase (\$403,298) in expenditures. The increase in expenses is due to the purchase of power to service electrical utility customers.

City Clerk Nancy Holzem presented the Cemetery budget stating the City is now accepting reservations for plots in the Columbarium. David Holzem asked about the staffing of the Cemetery for 2017. Mayor Landers recommended that the responsibility of the Cemetery be transferred to the Park Director. Parks will then have the full responsibility of the maintenance and the Clerk's department will continue the administrative duties. The current sexton's duties are split 70% in the Cemetery and 30% in DPW. David Holzem stated DPW needs to keep these hours and could use an LTE for seasonal work. The committee agreed to pursue and LTE for 2017.

City Planner and Zoning Administrator Chris Tollaksen presented the proposed budgets for Building Inspection and Planning and Zoning. Tollaksen stated that the revenue generated from permit fees can be deceiving as some projects cross into multiple years

and the revenue is collected in one year, and the work is completed in the next. Also, due to the increase in projects and type of projects over the last year the need for contract services was greater. Tollaksen also noted David Leifer will be working exclusively as the Ordinance Control Officer as of January 1, 2017.

Police Chief Jody Ward presented the proposed 2017 budget for the Police Department which included a 10.71% increase in revenue due to an increase in DMV services, and a 1.3% increase in expenses. Chief Ward stated the increase in expenses is due to health insurance expenses noting an officer has elected family coverage verses single the prior year. Chief Ward also requested \$7,500 for repairs to the garage floor, new squad equipment totaling \$12,661.65 and \$11,600 for crowd control gear for the officers in 2017.

Chief Ward stated there will be no change in the Public Safety & Training budget as well as no change to the Emergency Government budget for 2016.

Chief Ward presented the 2017 proposed Parking Utility budget to include an overall increase of 9.47% (\$45,000) in revenue and expenses. Chief Ward reminded the committee that the enforcement period was longer this year as well as the rate was increased for the 2016 season. The Utility saw a large impact in revenue due to this. Chief Ward noted the meter revenue has not reached its goal due to some meter heads being too old to update to the new rates and are not generating as much as they could. Ward requested replacing those meter heads in 2017. Administrative wages were added as well as additional fees for the new parking software management. The request also included Outlay of \$20,000 for future repairs/projects and \$63,500 for the new meter heads (\$17,500) 2 new pay stations (\$26,000) and signage/painting (\$20,000).

Fire Chief Scott Walsh presented the proposed 2017 operating budget for the Fire Department noting there was an increase of 1.21% (\$3,000) in the operating budget due to addition meeting expense. Chief Walsh also requested \$175,000 for SCBA Gear and \$10,000 to replace the some of the windows at the Fire Station.

6. The next budget review meeting will be held on Tuesday, October 11<sup>th</sup> at 1:30pm.
7. Motion by Ald. Freel seconded by Ald. Mor to adjourn. Motion carried unanimously and the meeting adjourned at 3:10PM.

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Karen Terry, City Treasurer