



Village of Weston, Wisconsin
ATTENTION – NOTICE OF PUBLIC MEETING

Joint Meeting of: **BOARD OF TRUSTEES (BOT) & FINANCE COMMITTEE (FC)**

BOT Members: **Sparks {President}, Zeyghami, Ermeling, Fiene, Maloney, Xiong, and Ziegler**

FC Members: **Maloney {c}, Ermeling, Bender, Sukup, and Yaeger**

Date/Time: **Monday, October 21, 2019 @ 5:00 P.M.**

Location: **Weston Municipal Center (5500 Schofield Ave) – Board Room**

Agenda: The agenda packet will be emailed out 3 days prior to the meeting and posted on the Village website at www.westonwi.gov.

Attendance: All Village officials are encouraged to attend. Trustees, Committee Members, and Department Directors, please indicate if you will, or will not, be attending so we may determine in advance if there will be a quorum.

Questions: **Jessica Trautman**
jtrautman@westonwi.gov
715-359-6114

This notice was posted at the Municipal Center and was e-mailed to local media outlets (Print, TV, and Radio) on 10/15/2019 @ 11:30 a.m.

A quorum of members from other Village governmental bodies (boards, commissions, and committees) may attend the above noticed meeting to gather information. No actions to be taken by any other board, commission, or committee of the Village, aside from the Board of Trustees and Finance Committee. Should a quorum of other government bodies be present, this would constitute a meeting pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553, 494 N.W.2d 408 (1993).

Wisconsin State Statutes require all agendas for Committee, Commission, or Board meetings be posted in final form, 24 hours prior to the meeting. Any posted agenda is subject to change up until 24 hours prior to the date and time of the meeting.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act requires that meeting or material to be in accessible location or format must contact the Weston Municipal Center, by 12 noon the Friday prior to the meeting so any necessary arrangements can be made to accommodate each request.



VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN OFFICIAL MEETING AGENDA OF THE BOARD OF TRUSTEES & FINANCE COMMITTEE

The Board & Committee will hold a joint meeting on the date, time and location listed.

TO THE HONORABLE PRESIDENT SPARKS AND SIX (6) OTHER ELECTED MEMBERS OF THE BOARD OF TRUSTEES AND TO THE HONORABLE TRUSTEE MARK MALONEY AND FOUR (4) APPOINTED MEMBERS OF THE FINANCE COMMITTEE: The following items were listed on the agenda in the Village Clerk's Office, in accordance with Chapter 2 of the Village's Municipal Code and will be ready for your consideration at the joint meeting of the Board of Trustees and Finance Committee on **Monday, October 21, 2019 at 5:00 p.m.**, in the Board Room, at the Weston Municipal Center.

A quorum of members from other Village governmental bodies (boards, commissions, and committees) may/might attend the above-noticed meeting to gather information. If a quorum of other government bodies is present, this would constitute a meeting pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993). No official actions other than those of the Board of Trustees and Finance Committee shall take place.

Wisconsin State Statutes require all agendas for Committee, Commission, or Board meetings be posted in final form, 24 hours prior to the meeting. Any posted agenda is subject to change up until 24 hours prior to the date and time of the meeting. All items listed on this agenda may be acted upon by the Board of Trustees and Finance Committee.

AGENDA ITEMS.

- 1) Board of Trustees Call to Order & Welcome by President Sparks.
- 2) Finance Committee Call to Order & Welcome by Chairperson Maloney.
- 3) Roll Call by Recording Secretary.
 - a) Board of Trustees: Sparks {p}, Zeyghami {vp}, Ermeling, Fiene, Maloney, Xiong, Ziegler
 - b) Finance Committee: Maloney {c}, Ermeling {vc}, Bender, Sukup, Yaeger
- 4) Approval of minutes from previous meeting: [September 23, 2019](#)
- 5) Public Comments.

ACKNOWLEDGE WORK PRODUCT TRANSMITTALS.

(Work products identified in this section are for education and information purposes. Items listed in this section should be moved as "Acknowledge receipt of presentation/report and place in file".)

- 6) [Acknowledge September 2019 Budget Status – All Funds](#)

EDUCATIONAL PRESENTATIONS & REPORTS.

(Work products identified in this section ask the government body a policy questions. Items listed in this section should be moved as "Approve/Not approve . . .")

- 7) [Review and Discussion of 2020 Budget](#)

- a) [Special Revenue Funds](#)
- b) [General Fund](#)
- c) [Debt Service Fund](#)
- d) [Capital Improvement Funds](#)

POLICY ISSUES – DISCUSSIONS/RECOMMENDATIONS.

(Work products identified in this section ask the government body policy questions. Items listed in this section should be moved as “Approve/Not approve . . .”)

8) [Discussion and Possible Approval of A/P Workflow Software Purchase](#)

RESOLUTIONS/ORDINANCES.

(Work products identified in this section require action by the governmental body.)

FUTURE ITEMS.

9) Next meeting date(s):

- Mon, Oct 28, 2019 @ 6:00 p.m. Special Committee/Board Meeting
- Mon, Nov 4, 2019 @ 6:00 p.m. Regular Board Meeting
- Mon, Nov 18, 2019 @ 4:30 p.m. Joint Committee/Board Meeting
- Mon, Nov 18, 2019 @ 6:00 p.m. Regular Board Meeting

10) Topics for future meetings.

11) Remarks from Staff.

12) Remarks from Board Members

13) Remarks from Committee Members

14) Announcements.

ADJOURNMENT OF BOARD OF TRUSTEES.

ADJOURNMENT OF FINANCE COMMITTEE.

**Village of Weston, Wisconsin
OFFICIAL PROCEEDINGS OF THE JOINT
BOARD OF TRUSTEES & FINANCE COMMITTEE**

held on Monday, September 23, 2019 at 6:00 p.m., in the Board Room at the Municipal Center.

AGENDA ITEMS.

1. **Board of Trustees Call to Order & Welcome by President Sparks.**
Meeting called to order at 6:00 p.m. by Board of Trustees President Sparks.
2. **Finance Committee Call to Order & Welcome by Chairperson Maloney.**
Meeting called to order at 6:00 p.m. by Finance Committee Chairperson Maloney.
3. **Roll Call by Recording Secretary.**
Roll call of Board of Trustees indicated 7 members present

<u>Member</u>	<u>Present</u>
Ermeling, Barb	YES
Fiene, Nate	YES
Maloney, Mark,	YES
Sparks, Wally	YES
Xiong, Yee	YES
Zeyghami, Hooshang	YES
Ziegler, Jon	YES

Roll call of Finance Committee indicated 4 members present

<u>Member</u>	<u>Present</u>
Bender, Robert	NO
Ermeling, Barb	YES
Maloney, Mark	YES
Sukup, Carrie	YES*
Yaeger, Richard	YES

* Sukup present until 7:30 PM

4. **Approval of minutes from previous meetings: August 19, 2019**

Finance Committee motion by Ermeling, second by Sukup, to approve previous meeting minutes from August 19, 2019.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Bender, Robert	---
Ermeling, Barb	YES
Maloney, Mark	YES
Sukup, Carrie	YES
Yaeger, Richard	YES

Board of Trustees motion by Zeyghami, second by Fiene, to approve previous meeting minutes from August 19, 2019.

On page 5 of minutes, Yee's name was listed as Lee; needs corrected to Yee.

Yes Vote: 7 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Fiene, Nate	YES
Maloney, Mark	YES
Sparks, Wally	YES
Xiong, Yee	YES
Zeyghami, Hooshang	YES
Ziegler, Jon	YES

5. Public Comments.

None.

ACKNOWLEDGE WORK PRODUCT TRANSMITTALS.

6. Acknowledge August 2019 budget status – all funds

Finance Committee motion by Ermeling, second by Yaeger, to acknowledge the August 2019 budget status report.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Bender, Robert	---
Ermeling, Barb	YES
Maloney, Mark	YES
Sukup, Carrie	YES
Yaeger, Richard	YES

CONSENT AGENDA.

7. Acknowledge David Phelps Being Added to the SAFER Fire Commission as a Town of Weston Representative

Board of Trustees motion by Maloney, second by Xiong, to acknowledge to acknowledge David Phelps being added to the SAFER Fire Commission as a Town of Weston representative.

Yes Vote: 7 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Fiene, Nate	YES
Maloney, Mark	YES
Sparks, Wally	YES
Xiong, Yee	YES
Zeyghami, Hooshang	YES
Ziegler, Jon	YES

EDUCATIONAL PRESENTATIONS & REPORTS.

8. Review and discussion of 2020 Budget

Agenda items 10 and 11 were addressed prior to this item.

Trautman gave an overview of the tax rate and the levy limit worksheet. Trautman stated we need to think long-term as we have limitations in raising revenues. The allowable levy increase for the 2019 levy (2020 budget year) is \$63,789. The only other way to raise the levy is through the debt service exemption which cannot exceed the G.O. principal and interest payments for 2020. When the Village gets to the point where the whole debt service exemption is claimed, the ability to raise revenues will be limited to net new construction – around \$64,000. Trautman also stated the Village needs to issue more debt next year to maintain the current debt service exemption and meet capital needs.

Sparks asked where the Village would be if all requests were funded. If the Village claims 50% of the debt service exemption there would be a budget deficit of \$152,200; if 100% claimed the budget would have an excess of \$3,298. Trautman gave an overview of the department requests. There were no major changes to the Village departments from the last presentation. The EMPD request includes an additional officer and moving the squad cars to a capital expense.

Ermeling asked for the rate impact. Trautman stated that in the past the budget increase has been around \$300,000 with a \$0.30 increase to the rate. Trautman stated an accurate rate is not truly available until we get the information from the other taxing jurisdictions. With that, Trautman stated her recommendation is to not increase the rate more than \$0.30, or around \$300,000.

Sparks stated a global perspective is needed prior to delving into departmental budgets as dollars are finite. Sparks discussed the municipality comparisons from Taxpayer Alliance. Sparks stated SAFER and EMPD are at the bottom of the expenditure statistics. Sparks asked for feedback from the police and fire chiefs on issues they are struggling with.

Schulz said the lack of funding hurts community events and proactive activities are declining. Schulz also said their priority is mainly emergencies; everything else gets deprioritized. Schulz stated it comes down to the level of service each community wants.

Savage gave a brief history of SAFER. Savage stated SAFER shares the same problems all public safety organizations are experiencing; the lack of people who want to work in public safety and the lack of volunteers. Savage stated he does not have the staff to fulfill the duties and is struggling to maintain services with budget cuts. Savage stated budgeted revenues were adjusted to actual after overbudgeting in the past. Zeyghami asked how the SAFER budget was determined. Savage stated the proposed budget was brought to the SAFER Board and subsequently reduced to an 8% increase; then after bringing the budget to the Rib Mountain Board, the budget was reduced to a 6% increase.

Donner added additional comments regarding the statistical tables. Donner stated that for the street maintenance statistic, a per mile cost is more accurate than a per capita. Donner stated unless something changes, we may need to look at reducing services or to go through a referendum to increase the levy.

Fiene stated we have to address the Village's public safety portion of the budget. Fiene also stated that public safety and streets take priority for the budget and that a referendum may need to be considered for public safety.

Maloney stated he believes there are other solutions besides referendum to help with budget issues. Maloney stated he would like to see cost sharing undertaken for equipment and staff. Xiong agreed with Maloney and stated Wausau & Marathon County Parks has reached out to discuss consolidation efforts for parks. Xiong also added he is concerned with the lack of proactivity in public safety and stated his priorities lie with public safety, but also acknowledged the need to maintain public works services. Fiene agreed cost sharing should occur. Ermeling stated we need to start talking to other municipalities regarding cooperation. Sparks stated staff and elected officials must be on board to get the intergovernmental cooperation going.

Trautman went over a few options for the budget. Options include moving some street maintenance costs to capital and paying for the electronic poll books in 2019 with the current budget surplus. Options were shown with using 50% of the debt service exemption and 100% of the debt service exemption. There is also the option to apply budget surplus to the 2020 budget. Fiene asked what the impact is to public works by moving street maintenance to capital; Wodalski responded that the funds are just paid for through debt rather than operations. Yaeger stated the issue with moving it to capital is that to get the maintenance back in the operating budget you have to levy more. Zeyghami asked Wodalski how many miles are funded with the current budget; Wodalski responded 6 or 7 miles.

Village staff asked for direction on the budget. Sparks asked whether the budget increase was operational only; Trautman confirmed that was the case. Sparks stated the capital project and debt service budget need to be reviewed to see the whole picture of funding needs and rate. Trautman asked for comfort level in applying the debt service exemption. The Village Board agreed that no more than 50% of the debt service exemption should be used.

Sparks would like to see the EMPD and SAFER budgets approved as is. Zeyghami asked how many officers are needed to get EMPD to a proper service level. Schulz responded at least 6 to get one more officer on the road. Zeyghami and Xiong asked for the cost to add an officer; Schulz responded it is around \$100,000. Schulz discussed the funding formula and stated he does not know where Schofield stands on the 2020 EMPD budget. Fiene asked for the number of officers for Marshfield versus the number for EMPD; Schulz responded Marshfield has 42 and EMPD has 28. Schulz added that Marshfield has a much higher tax rate and receives more state revenues, so the statistics are hard to compare based on any one number.

Trautman briefly showed expenditure graphs by department that showed the entity spending since 2014 has not gone up by much. Trautman also showed a revenue graph from 2010-2019 that depicts how the Village has become more dependent on the tax levy with decreasing revenues.

POLICY ISSUES – DISCUSSIONS/RECOMMENDATIONS.

9. Discussion of Intergovernmental Cooperation Opportunities

Discussed under item 8. Donner stated staff needs Village Board support in getting these opportunities going and getting their boards engaged in pursuing these opportunities.

Wodalski and Donner stated staff interaction with other communities does happen, but staff can only do so much.

Motion by Xiong, second by Fiene, to direct staff to begin discussions regarding consolidating the Department of Public Works and Parks Department with neighboring communities.

Yes Vote: 7 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Fiene, Nate	YES
Maloney, Mark	YES
Sparks, Wally	YES
Xiong, Yee	YES
Zeyghami, Hooshang	YES
Ziegler, Jon	YES

10. Discussion and Possible Award Of 2020-2022 Assessor Contract

Trautman gave an overview of the assessor contracts.

Jim Danielson of Accurate Appraisal from the Appleton area addressed how the concerns regarding past performance have been addressed by a company restructuring and also gave an overview of the services Accurate Appraisal provides.

Yaeger asked if Schmidt has digital records or if he uses paper. Trautman responded that she thinks he uses paper and then enters it into a digital system later.

Sukup asked if there was a succession plan for Schmidt. Trautman responded that she recalls it being a concern in 2014 but is not sure whether it was addressed. Ermeling stated she thought there was a succession plan in place.

Ermeling stated her preference is to stay with Schmidt and go out for RFPs at contract end. Maloney stated he would like to see bids every 3 years to ensure costs are reasonable.

Maloney asked if there were additional costs above the contract price. Trautman stated the Village does the mailings so postage is an extra cost, and the Village pays for software.

Finance Committee motion by Ermeling, second by Yaeger, to recommend the Village Board award the assessor contract for 2020-2022 to Gregory Schmidt for \$37,800 per year plus software costs per bid.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Bender, Robert	---
Ermeling, Barb	YES
Maloney, Mark	YES
Sukup, Carrie	YES
Yaeger, Richard	YES

Board of Trustees motion by Maloney, second by Zeyghami, to award the assessor contract for 2020-2022 to Gregory Schmidt for \$37,800 per year plus software costs per bid.

Xiong asked what the postage costs for mailings come out to. Trautman stated she thought it was around \$500 but it varies based on quantity of assessment letters mailed.

Yes Vote: 7 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Fiene, Nate	YES
Maloney, Mark	YES
Sparks, Wally	YES
Xiong, Yee	YES
Zeyghami, Hooshang	YES
Ziegler, Jon	YES

11. Discussion and Recommendation/Acceptance of the 2018 Audited Financial Statements.

Trautman gave an overview of the 2018 financial statements.

Sukup asked if there was anything out of the ordinary in the management letter; Trautman stated the only comment was that the fund balance descriptions in the general ledger did not match financial statements. Trautman mentioned there are some new GASB statements taking effect in the coming years as well.

Finance Committee motion by Yaeger, second by Sukup, to recommend the Village Board accept and place the 2018 audited financial statements on file.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Bender, Robert	---
Ermeling, Barb	YES
Maloney, Mark	YES
Sukup, Carrie	YES
Yaeger, Richard	YES

Board of Trustees motion by Xiong, second by Maloney, to accept and place the 2018 audited financial statements on file.

Yes Vote: 7 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Fiene, Nate	YES
Maloney, Mark	YES
Sparks, Wally	YES
Xiong, Yee	YES

Zeyghami, Hooshang YES
Ziegler, Jon YES

RESOLUTIONS/ORDINANCES.

None.

FUTURE ITEMS.

12. Next meeting date(s):

- Mon, Oct 7, 2019 @ 6:00 p.m. Regular Board Meeting
- Mon, Oct 21, 2019 @ 4:30 p.m. Regular Committee Meeting

13. Topics for future meetings.

CIP and Debt Service budgets. Trautman asked when next meeting will occur. Next joint meeting on Oct 21 at 5 PM combined Board/Finance mtg. Then another meeting on Oct 28 at 6 PM to finalize budget for publication.

14. Remarks from Staff.

15. Remarks from Board Members

- o Xiong will not be here on the 28th.
- o Ermeling stated Christy Scheel, a past Weston Police Department Police Chief, passed away on September 15 and his funeral was Thursday.
- o Fiene stated the Village and other local communities are financially hurting because of laws passed in 2011-2012. Fiene also mentioned wanting to enhance public education on vaping. Fiene would like to invite the Marathon County AOD to the November 18 Board meeting.

16. Remarks from Committee Members

17. Announcements.

Weinkauff stated that a special election will take place January 27; if there is a primary, it will occur in December. Additional election funding will be needed in the 2019 budget and the 2020 budget.

ADJOURNMENT OF BOARD OF TRUSTEES.

Motion by Fiene, second by Maloney, to adjourn the Board of Trustees meeting at 8:28 p.m.

Yes Vote: 7 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Fiene, Nate	YES
Maloney, Mark	YES
Sparks, Wally	YES
Xiong, Yee	YES
Zeyghami, Hooshang	YES
Ziegler, Jon	YES

ADJOURNMENT OF FINANCE COMMITTEE

Motion by Ermeling, second by Yaeger, to adjourn the Finance Committee meeting at 8:28 p.m.

Yes Vote: 3 No Votes: 0 Abstain: 0 Not Voting: 2 Result: PASS

<u>Member</u>	<u>Voting</u>
Bender, Robert	---
Ermeling, Barb	YES
Maloney, Mark	YES
Sukup, Carrie	---
Yaeger, Richard	YES

Next Board meeting is scheduled for Monday, October 7, 2019; next Finance meeting is scheduled for Monday, October 21, 2019.

Jenna Trittin, Recording Secretary

REQUEST FOR CONSIDERATION

Public Mtg/Date:	Joint Board of Trustees and Finance Committee, October 21, 2019
Description:	September 2019 Budget Status Report – All Funds
From:	Jessica Trautman, Finance Director
Question:	Should the Finance Committee acknowledge the September 2019 budget status report for all funds? Should the Board of Trustees acknowledge the September 2019 budget status report for all funds?

Background

The September 2019 budget status report for all funds is attached.

Attached Docs:	September 2019 Budget Status Narrative September 2019 Budget Status Report – All Funds
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Committee Action:	None.
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FISCAL IMPACT:	None.
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Recommendation:	Finance Director recommends acknowledgement.
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Recommended Language for Official Action

I move to acknowledge the September 2019 budget status report for all funds.

Additional action:	None.
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TO: Village Board and Finance Committee
FROM: Finance Department
SUBJECT: September 2019 Budget Status Narrative
DATE: October 14, 2019

September 2019 Budget Status Reports:

A couple things to point out for September (75% of the year complete!):

- **General Fund Revenues to date:** 79.6% collected for 2019, compared to 75.9% collected for 2018.
 - 2019 Revenues = \$6,044,464; 2018 Revenues = \$5,708,635
 - Transportation aids are \$44,777 lower than 2018, a decrease due to the lack of spending on roads.
 - Other state & federal aids are \$20,306 lower than 2018 due to the expenditure restraint payment loss in 2019. This line also includes personal property tax aids in 2019; previously included in tax revenue.
 - License revenues are \$33,785 higher than 2018 due to timing of cable franchise revenue.
 - Permit revenues are \$14,758 higher than 2018 with the increase mostly from commercial permits.
 - Miscellaneous other fees are lower in 2019 due to the 2018 Foremost payment of \$300,000.
 - Munic. Services-Public Works is \$16,132 higher in 2019 due to the snowy winter.
 - Interest income is \$85,296 higher than 2018 due to having more money in the bank, higher interest rates, and favorable market adjustments to investments in 2019.
 - Miscellaneous revenue is \$13,722 higher than 2018 as a result of the Kerry lease agreement (new for 2019) and higher insurance recoveries.

- **General Fund Expenditures to date:** 74.6% is expended for 2019, compared to 73.6% in 2018.
 - 2019 Expenditures = \$5,661,970; 2018 Expenditures = \$5,534,525
 - Expenditures reflect wages/salaries through 9/22.
 - Attorney expenditures are included through mid-August and are \$45,000 lower than 2018; however, Sept 2018 only includes bills through June.
 - Administrator expenditures are \$103,878 lower than 2018. The difference is from less expense in salaries/benefits and other contracted services.
 - Election expenditures are \$15,400 higher than 2018 due to the purchase of electronic poll books in 2019 and unexpected overtime costs from implementation of the poll books.
 - Finance expenditures are down \$22,871 due to the change of the Finance Specialist to part time. The Finance budget had \$7,876 reallocated to other areas for wage/fringe increases for 2019.
 - Illegal taxes/tax refunds/bad debt line includes approved write offs of A/R and personal property tax.
 - Winter maintenance expenditures are \$53,808 higher than in 2018 and \$49,207 over budget. Winter maintenance is at 113% of budgeted expenditures in 2019 vs. 93% in 2018. The remaining contingency funds will likely be used to cover some of the overage in winter maintenance.
 - Street operations expenditures are \$102,170 higher than in 2018. This is related to the timing of equipment repair costs and surface maintenance costs. Street operations is at 63% of budgeted expenditures in 2019 vs. 59% in 2018.
 - Parks administration expenditures are higher by \$34,912 compared to 2018 with almost all of the difference existing within the wage/benefit lines. Parks ground maintenance expenditures are lower by \$44,852 compared to 2018 due to a mix of less wages/benefits allocated there as well as the timing of equipment and service expenditures.

- **Special Revenue Funds:**

- Capital Project Funds: The Village is expending resources for projects and equipment. A budget adjustment for these funds was approved on 8/19 and is reflected in the reports.
- Aquatic Center Fund: The aquatic center closed August 25. Revenues are currently sitting at 84.8% of budget vs. 89.5% of budget in 2018. The Village reconciled the joint pool pass sales with Rothschild in early October; revenues will decrease \$1,545 for joint passes. Expenses are at 88.3% of budget vs. 100.8% of budget in 2018, but expenses are still coming through for the pool.

- **Water Utility Fund:**

	Sept 2019	Sept 2018
Revenues	\$2,571,706	\$1,695,056
Expenses	\$ 872,239	\$ 895,145
Net Income	\$1,699,467	\$ 799,911

- The water utility received \$681,974 in debt proceeds in May for capital needs.
- Revenues increased \$876,650 from 2018. The water rate increase is partially responsible for the increased revenues with total charges for services being \$638,394 higher in 2019 than in 2018 - \$509,298 is related to residential sales. Favorable market adjustments to investments and higher interest revenue make up \$238,673 of the increase.
- Expenses are \$22,906 lower than 2018. Expenses are at 37% of budget in 2019 compared to 34.6% of budget in 2018. Water maintenance expenses were higher in 2018 due to the meter change-out project.

- **Sewer Utility Fund:**

	Sept 2019	Sept 2018
Revenues	\$2,449,550	\$1,682,056
Expenses	\$1,288,070	\$1,003,408
Net Income	\$1,161,480	\$ 678,648

- Sewer received \$776,447 in debt proceeds in May for capital needs.
- Sewer revenues increased \$767,494 from 2018. \$584,054 of the increase is from charges for services, reflecting the sewer rate increase - \$474,987 is from residential sales; interest revenue is also higher in 2019 by \$240,581 due to higher interest rates, a higher cash/investment balance, and favorable market adjustments.
- Expenses are higher in 2019 compared to 2018 by \$284,662 and are at 53.9% of budget vs. 42.3% in 2018. O&M paid to Rib Mountain Metro Sewerage District (RMMSD) is \$174,694 higher in 2019; the Village also paid debt service for facility upgrades to RMMSD of \$110,833. Administration expenses are running higher in 2019 due to \$32,072 more in architectural/engineering fees for the Sanitary Sewer Master Plan update and the addition of a Utility Superintendent.

- **Stormwater Utility Fund:**

	Sept 2019	Sept 2018
Revenues	\$507,378	\$486,882
Expenses	\$240,848	\$255,400
Net Income	\$266,530	\$231,482

- Revenues are trending slightly higher at 78.8% of budget in 2019 vs. 75.9% in 2018. Interest is \$12,681 higher in 2019 mostly due to favorable market adjustments to investments.
- Expenses are slightly lower at 40.4% of budget in 2019 vs. 42% of budget in 2018. Drainage maintenance is over budget due to the flooding clean-up in spring of 2019 and extensive storm drain repairs throughout the Village.



FINANCIAL STATEMENTS

September 30, 2019

- **GENERAL FUND**
 - Balance Sheet
 - Operating Budget Status Report
 - Statement of Revenues
 - Statement of Expenditures
 - Contingency Reserve Balance

- **DEBT SERVICE FUND**
 - Operating Budget Status Report - Debt Service Fund

- **SPECIAL REVENUE FUNDS**
 - Weston Aquatic Center Fund
 - Room Taxes Fund
 - Recycling Program Fund
 - TIF District #1
 - TIF District #2
 - Community Development Authority – TIF #1
 - Community Development Authority – TIF #2
 - Civic & Social Trust Funds
 - Park & Recreation Trust Funds

- **ENTERPRISE FUNDS**
 - Water Utility Fund
 - Sewer Utility Fund
 - Stormwater Utility

- **CAPITAL PROJECTS FUNDS** – Capital Improvements Program
 - TIF District #1 Fund
 - Facilities
 - Streets & Utilities Fund
 - Capital Equipment

VILLAGE OF WESTON
BALANCE SHEET
SEPTEMBER 30, 2019

GENERAL FUND

ASSETS

10-00-11310-021-000	INVESTMENT-LGIP #1	1,011,962.28
10-00-11312-011-000	INVEST-INTERCITY-MONEY MKT #60	(3,401,466.01)
10-00-11312-082-000	INTERCITY-MUNICIPAL COURT FINE	358,321.45
10-00-11312-094-000	INVEST-TAX ACCT-INTERCITY	201,342.18
10-00-11313-095-000	INVEST-TAX ACCT- RIVER VALLEY	10,189.13
10-00-11314-091-021	INVEST- TAX ACCT-BMO HARRIS BK	7,634.64
10-00-11315-092-000	INVEST-TAX ACCT- ASSOCIATED	4,537.85
10-00-11316-084-000	INVEST-BROKAW CU-CD/REPO/OTHER	248,424.09
10-00-11316-093-000	INVEST-TAX ACCT- BROKAW CU	7,325.41
10-00-11318-097-000	INVEST-TAX ACCT - US BANK	10,436.37
10-00-11322-088-000	INVEST-TAX ACCT- PEOPLES	601,017.61
10-00-11323-084-000	INVEST-CLOVERBELT CU-CD/REPO/O	259,618.10
10-00-11323-099-000	INVEST-TAX ACCT-CLOVERBELT CU	4,898.00
10-00-11325-089-000	INVEST-TAX ACCT-COVANTAGE CU	781,888.09
10-00-11326-086-000	INVEST-TAX ACCT- ABBY BANK	10,991.89
10-00-11327-083-000	NICOLET BANK-MONEY MARKET	1,184.00
10-00-11327-084-000	INVEST-NICOLET BANK-CD/OTHER	268,042.60
10-00-11328-015-000	INVEST-WISC-FED NOTES	196,211.60
10-00-11328-083-000	WISC-MONEY MARKET	267,815.33
10-00-11328-084-000	INVEST-WISC-CD/OTHER	295,879.18
10-00-11329-084-000	MORGAN STANLEY-CD/OTHER	197,088.15
10-00-11512-009-000	INTERCITY-SUNSHINE/SODA FUND	3,356.85
10-00-11512-017-000	RESTRICT INV- FLEX CHKING #116	7,123.81
10-00-11800-000-000	PETTY CASH-GENERAL FUND	1,100.00
10-00-11800-082-000	PETTY CASH-MUNICIPAL COURT FIN	200.00
10-00-12320-000-000	P/P PROP TAXES RECEIVABLE-DELI	21,614.98
10-00-13100-000-000	BILLED ACCTS RECEIVABLE-CUSTOM	8,286.76
10-00-13101-000-000	UNAPPLIED ACCOUNTS RECEIVABLE	(27.55)
10-00-13150-000-000	ACCTS RECEIVABLE-MUNICIPAL COU	358,260.15
10-00-13300-000-000	INTEREST RECEIVABLE	4,582.12
10-00-13610-000-000	UNBILLED ACCTS RECEIV-DPW DEVE	644.00
10-00-13611-000-000	UNBILLED ACCTS RECEIV-BILLABLE	(4,536.58)
10-00-13801-000-000	OTHER RECEIVABLES-MOBILE HOME	16,967.39
10-00-13802-000-000	OTHER RECEIVABLES-FROM EMPLOYE	92.29
10-00-14200-000-000	DUE FROM STATE OF WISCONSIN	1,104.55
10-00-14410-000-000	DUE FROM TOWN OF WESTON	4,804.67
10-00-14510-000-000	DUE FROM EVEREST METRO POLICE	11,858.80
10-00-14520-000-000	DUE FROM SAFER DISTRICT	649,675.52
10-00-14530-000-000	DUE FROM MUNICIPAL COURT	26.23
10-00-14600-000-000	DUE FROM D.C. EVEREST SCHOOL D	819.30
10-00-15330-000-000	DUE FROM DEBT SERVICE-EXISTING	483,443.82
10-00-15444-000-000	DUE FROM CAP PROJS-CAPITAL EQU	114,550.40
10-00-15660-000-000	DUE FROM ENTERPRISE-WATER UTIL	464,977.39
10-00-15661-000-000	DUE FROM ENTERPRISE-SEWER UTIL	15,656.61
10-00-16110-000-000	INVENTORY-MATERIALS & SUPPLIES	5,737.51
10-00-16200-000-000	PREPAID ITEMS-MISCELLANEOUS	124,328.56
TOTAL ASSETS		<u><u>3,637,989.52</u></u>
 <u>LIABILITIES AND EQUITY</u>		

VILLAGE OF WESTON
BALANCE SHEET
SEPTEMBER 30, 2019

GENERAL FUND

LIABILITIES

10-00-21000-000-000	ACCOUNTS PAYABLE-CLEARING ACCO		979.34
10-00-21001-000-000	FUEL HOLDING ACCOUNT		2,251.31
10-00-21111-000-000	VOUCHERS PAYABLE	(120.77)
10-00-21120-000-000	OCCUPANCY PERMITS		43,500.00
10-00-21511-000-000	SOC SEC/MEDICARE TAXES PAYABLE	(.04)
10-00-21520-000-000	WIS RETIREMENT FUND PAYABLE		21,909.92
10-00-21532-000-000	EYE CARE DEDUCTION PAYABLE		45.88
10-00-21537-000-000	ACCID/LIFE/ST DISABILITY LIAB		391.30
10-00-21561-000-000	AFLAC DEDUCTION PAYABLE		1,757.00
10-00-21562-000-000	FLEX UNREIMB MED DEDUCT PAYAB		5,973.92
10-00-21563-000-000	FLEX DEPENDENT CARE DEDUCT PA		3,846.00
10-00-21566-000-000	PREPAID LEGAL SERVICES		165.40
10-00-21570-000-000	DEFERRED COMP DEDUCTION-PEBSCO		55.00
10-00-21571-000-000	DEFERRED COMP DEDUCTION-WI DEF		2,203.00
10-00-21901-000-000	PROP TAX REFUNDS PAYABLE-VILL/	(25.00)
10-00-23160-000-000	SECURITY DEPOSITS-PARK RENTALS		209.17
10-00-24213-000-000	DUE TO STATE OF WIS/SALES TAXE		3.30
10-00-24330-000-000	DUE TO MARATHON COUNTY/DOG LIC		365.00
10-00-24425-000-000	DUE TO OTHER GOVTS-COURT FINES		6,125.48
10-00-24600-000-000	DUE TO DC EVEREST SCHOOLS/MISC		7,379.78
10-00-26603-000-000	DEFERRED REV-MUNIC COURT FINES		307,679.56
			<hr/>
	TOTAL LIABILITIES		404,694.55

FUND EQUITY

10-00-34120-000-000	RESERVED FUND BAL-INVENTORIES		3,035.00
10-00-34121-000-000	RESERVED FUND BAL-PREPAID ITEM		446,102.93
10-00-34130-000-000	RESERVED FUND BAL-ADVANC/OTHER		651,454.50
10-00-34202-000-000	DESIGN FUND BAL-ST LIGHT/BIRCH		7,500.00
10-00-34270-000-000	DESIGNATED FUND BAL-APL BDGT S		46,000.00
10-00-34300-000-000	UNRESERVED/UNDESIGNATED FUND B		1,696,707.41
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD		<hr/>
		382,495.13	
	BALANCE - CURRENT DATE		<hr/>
			382,495.13
	TOTAL FUND EQUITY		<hr/>
			3,233,294.97
	TOTAL LIABILITIES AND EQUITY		<hr/> <hr/>
			3,637,989.52

VILLAGE OF WESTON
OPERATING BUDGET STATUS REPORT - General Fund only
September 30, 2019
***** 25.0% of Year Remaining *****

<u>APPROPRIATION AREA</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>	<u>September 2018</u>		
					<u>BUDGET</u>	<u>ACTUAL</u>	<u>PERCENT LEFT</u>
GENERAL FUND:							
General Government	\$1,202,407	\$843,238	\$359,169	29.9%	\$1,260,372	\$1,003,223	20.4%
Public Safety	3,673,075	2,974,898	698,177	19.0%	3,493,357	2,818,111	19.3%
Public Works	1,980,561	1,405,648	574,913	29.0%	1,896,311	1,265,812	33.2%
Human Services	15,275	6,197	9,078	59.4%	15,275	12,214	20.0%
Culture & Recreation	421,578	276,002	145,576	34.5%	386,794	280,114	27.6%
Community Development	213,818	139,182	74,636	34.9%	189,934	130,203	31.4%
Misc. Programs	18,500	13,477	5,023	0.0%	24,500	23,184	0.0%
Transfer to Other Funds	32,758	3,328	29,430	0.0%	31,653	1,664	0.0%
Contingency Reserve	35,751	-	35,751	0.0%	223,860	-	0.0%
TOTAL APPROPRIATION	\$7,593,723	\$5,661,970	\$1,931,753	25.4%	\$7,522,056	\$5,534,525	26.4%



<u>REVENUES</u>							
Property Taxes	\$4,598,123	\$4,598,400	\$ (277)	0.0%	\$4,000,047	\$4,000,047	0.0%
Other Taxes	604,138	66,553	537,585	89.0%	611,138	30,512	95.0%
State Shared Revenues	1,044,878	159,132	885,746	84.8%	1,044,878	159,025	84.8%
Other Grants & Aids	661,314	531,303	130,011	19.7%	754,173	596,386	20.9%
Interest Income	42,000	112,035	(70,035)	-166.8%	58,000	26,740	53.9%
Munic. Services-Town/All Other	75,600	83,826	(8,226)	-10.9%	76,600	62,577	18.3%
Applied Fund Balance/Reserve	46,000	46,000	-	0.0%	150,000	150,000	0.0%
All Other Revenue	521,670	447,214	74,456	14.3%	827,220	683,347	17.4%
TOTAL RESOURCES	\$7,593,723	\$6,044,464	\$1,549,259	20.4%	\$7,522,056	\$5,708,635	24.1%



<u>FUND BALANCE ANALYSIS</u>		
Fund Balance, 1/1/19		2,896,800
Revenues Over (Under) Expenditures		382,494
Less: Applied Fund Balance		(46,000)
Fund Balance,	8/31/2019	3,233,294

VILLAGE OF WESTON
STATEMENT OF REVENUES
September 30, 2019
(75.0% Y-T-D completed)

<u>ACCOUNT DESCRIPTION</u>	<u>Y-T-D ACTUAL</u>	<u>Y-T-D % REV.</u>	<u>ADJUSTED BUDGET</u>	<u>REMAINING BALANCE (SURPLUS)</u>	<u>BUDGET % LEFT</u>
GENERAL FUND					
Property Taxes	4,598,400	100%	4,598,123	(277)	0%
Pmt. In Lieu of Taxes-Water Utility	-	0%	470,000	470,000	100%
Pmt. In Lieu of Taxes-Rothschild	17,878	19%	93,998	76,120	81%
Mobile Home Fees	41,477	109%	38,000	(3,477)	-9%
Other Taxes	7,198	336%	2,140	(5,058)	-236%
Special Assessments	4,760	87%	5,500	740	13%
State Shared Revenues	159,132	15%	1,044,878	885,746	85%
Transportation Aids	402,989	75%	537,319	134,330	25%
Other State & Federal Aids	128,315	103%	123,995	(4,320)	-3%
License Revenue	150,263	63%	239,245	88,982	37%
Permits Revenue	133,884	100%	134,375	491	0%
Fines/Forfeitures/Penalties	85,291	89%	96,200	10,909	11%
Ambulance Fees	633	N/A	-	(633)	
Refuse/Garbage Service	-	0%	150	150	100%
Street & Highway Revenue	1,414	40%	3,500	2,086	60%
Misc. Other Fees	1,126	40%	2,850	1,724	60%
Econ Dev Pub Fees	-	0%	100	100	100%
Park Rental Fees/Park Maint. Fees	12,138	102%	11,950	(188)	-2%
Munic. Services-General Gov't	3,121	58%	5,400	2,279	42%
Munic. Services-Public Safety	26,250	75%	35,000	8,750	25%
Munic. Services-Public Works	49,080	139%	35,200	(13,880)	-39%
Munic. Services-Inspections	5,376	N/A	-	(5,376)	N/A
Interest Income	112,035	267%	42,000	(70,035)	-167%
Sales of Village Property	-	0%	500	500	100%
Insurance Recoveries	7,827	N/A	-	(7,827)	N/A
Miscellaneous Revenue	49,878	183%	27,300	(22,578)	-83%
Fund Balance - General Fund Balance	46,000	100%	46,000	-	0%
TOTAL	<u>\$6,044,464</u>	<u>79.6%</u>	<u>\$7,593,723</u>	<u>\$1,549,259</u>	<u>20.4%</u>

**VILLAGE OF WESTON
STATEMENT OF EXPENDITURES**

**September 30, 2019
(75.0% Y-T-D completed)**

<u>ACCOUNT DESCRIPTION</u>	<u>Y-T-D ACTUAL</u>	<u>Y-T-D % EXP.</u>	<u>ADJUSTED BUDGET</u>	<u>REMAINING BALANCE</u>	<u>BUDGET % LEFT</u>
GENERAL FUND					
Village Board Trustees	25,368	62%	40,703	15,335	38%
Village Municipality Dues	2,873	36%	7,930	5,057	64%
Personnel Committee	-	0%	1,567	1,567	100%
Board of Review	117	29%	400	283	71%
Municipal Court	43,181	75%	57,226	14,045	25%
Village Attorney	22,999	57%	40,000	17,001	43%
Administrator	40,153	53%	76,422	36,269	47%
Clerk	212,432	64%	331,370	118,938	36%
Personnel	5,861	44%	13,200	7,339	56%
Elections	39,223	105%	37,399	(1,824)	-5%
Data Processing/Central Services	144,932	91%	159,218	14,286	9%
Information Technology	43,078	70%	61,597	18,519	30%
Finance/Audit & Budgeting/Tax Collection	116,529	62%	188,538	72,009	38%
Village Assessor	32,343	103%	31,533	(810)	-3%
Finance Committee	229	14%	1,597	1,368	86%
Risk Management/Insurance	73,051	78%	93,600	20,549	22%
Municipal Building/Misc. Gen'l Gov't.	30,641	53%	58,107	27,466	47%
Illegal Taxes/Tax Refunds/Bad Debt	10,228	511%	2,000	(8,228)	-411%
Everest Metro Police Dept.	1,995,542	76%	2,617,693	622,151	24%
Safety Building Maintenance	4,409	147%	3,000	(1,409)	-47%
Other Public Safety	1,561	24%	6,550	4,989	76%
SAFER	831,176	100%	831,175	(1)	0%
Public Safety Committee	-	0%	1,998	1,998	100%
Building Inspections	142,210	67%	212,659	70,449	33%
Director of Public Works	10,042	50%	20,035	9,993	50%
Deputy Director of Public Works	22,323	75%	29,758	7,435	25%
Street Operations - Village	771,998	63%	1,227,121	455,123	37%
Traffic Control	20,372	63%	32,500	12,128	37%
Winter Street Maintenance - Village	440,850	113%	391,643	(49,207)	-13%
Hard Materials Handling	6,309	19%	32,928	26,619	81%
Street Irrigation Maintenance	9,776	25%	38,428	28,652	75%
Street Operations - Town	3,529	74%	4,755	1,226	26%
Winter Street Maintenance - Town	8,110	104%	7,770	(340)	-4%
Street Lighting	112,234	58%	195,000	82,766	42%
Public Works/Utilities Committee	105	17%	623	518	83%
Human Services	6,197	41%	15,275	9,078	59%
Parks-Administration	186,972	73%	255,276	68,304	27%
Parks-Grounds Maintenance	60,433	45%	135,298	74,865	55%
Parks - Mowing	24,951	113%	22,022	(2,929)	-13%
Parks-Ice Rinks	3,493	47%	7,492	3,999	53%
Park & Recreation Committee	153	10%	1,490	1,337	90%
Community Development	134,170	71%	189,617	55,447	29%
Planning Commission	1,130	17%	6,713	5,583	83%
Board of Appeals	-	0%	2,387	2,387	100%
Extra Limits/Smart Growth/Land Use	3,882	26%	15,101	11,219	74%
Newsletter	13,477	73%	18,500	5,023	27%
Interfund Transfers - Refuse/Recycling	-	0%	29,430	29,430	100%
Interfund Transfers - Debt Service	3,328	100%	3,328	-	0%
Contingency Reserve	-	0%	35,751	35,751	100%
TOTAL - General Fund	<u>\$5,661,970</u>	<u>74.6%</u>	<u>\$7,593,723</u>	<u>\$1,931,753</u>	<u>25.4%</u>

VILLAGE OF WESTON
Contingency Reserve - General Fund
September 30, 2019

	Salaries/ Wages	Fringe Benefits	Misc. Exps.	Equip. Outlay	TOTAL
Original Budget	\$48,500	\$0	\$35,751	\$0	\$84,251
Budget Adjustment	(48,500)	-	-	-	(48,500)
	<i>Wages/fringes adj</i>				
FINAL Adjusted Budget	\$0	\$0	\$35,751	\$0	\$35,751

VILLAGE OF WESTON

Debt Service Fund

9/30/2019

	<u>2019 ANNUAL BUDGET</u>	<u>2019 YTD ACTUAL</u>
Fund Balance, January 1		<u>\$ (483,444)</u>
<u>REVENUES</u>		
Property Tax Levy	\$ 1,250,000	\$ 1,250,000
Intergovernmental Revenue - Build America Bonds	4,676	6,940
Special Assessments	47,154	48,406
Interest Income	7,613	4,596
Proceeds from Gen Obligation Bonds/Notes	1,695,754	1,491,649
Transfer from General Fund	3,328	3,328
Transfer from Recycling Fund	90,012	90,012
Transfer from TIF #1 Fund	974,472	326,802
Transfer from CDA Fund - TIF #1	1,547,738	1,547,738
Transfer from CDA Fund - TIF #2	246,080	246,080
Transfer from Capital Equipment Fund	190,529	149,921
Transfer from Water	6,431	6,431
Transfer from Sewer	6,431	6,432
Transfer from Stormwater	3,328	3,328
TOTAL REVENUES	<u>\$6,073,546</u>	<u>\$5,181,663</u>
<u>EXPENDITURES</u>		
Principal Payments	\$4,773,413	\$ 3,477,053
Interest Payments	710,316	649,807
Fiscal Agent Expenses	3,000	517
Note Issuance Cost	91,554	91,554
TOTAL EXPENDITURES	<u>\$5,578,283</u>	<u>\$4,218,931</u>
NET REVENUES OVER (UNDER) EXPENDITURES	<u>\$495,263</u>	<u>\$962,731</u>
Fund Balance, 9/30/2019		<u>\$479,287</u>

VILLAGE OF WESTON
Weston Aquatic Center Fund
9/30/2019

(**75.0% Year Completed **)

	2019 YTD <u>ACTUAL</u>	2019 <u>BUDGET</u>	2018 YTD <u>ACTUAL</u>	2018 <u>BUDGET</u>
Balance, January 1	\$ 58,101		\$ 37,785	
<u>REVENUES</u>				
Taxes	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
Daily Fees	90,350	89,000	94,492	86,200
Season Passes	24,160	21,700	22,715	14,330
Pool Rentals-Evening	3,852	3,100	1,610	2,500
Birthday Party Packs	1,889	1,250	2,655	2,500
Group Rate Discounts-Daily	3,075	2,000	3,058	600
Concessions	6,407	6,050	6,020	6,400
Locker Rentals	115	120	126	-
Special Events	948	1,000	1,012	-
Swimming Lessons	3,601	2,900	2,913	3,300
Total Swimming Fees	<u>134,397</u>	<u>127,120</u>	<u>134,601</u>	<u>115,830</u>
Interest Income	653	65	-	60
Miscellaneous	1,621	1,200	1,046	400
Transfer from other funds	-	40,000	-	40,000
TOTAL REVENUES	<u>\$ 176,671</u>	<u>\$ 208,385</u>	<u>\$ 175,647</u>	<u>\$ 196,290</u>
	84.78%		89.48%	
<u>EXPENSES</u>				
Wages/Fringe Benefits	\$ 116,130	119,259	\$ 116,081	114,754
Utilities	23,265	38,750	19,706	36,000
Contracted Services/Repairs	33,056	37,250	34,942	10,600
Supplies & Materials	18,641	21,575	16,800	24,425
Capital Outlay-Equipment	-	-	2,156	2,400
Capital Outlay-Computer Software	2,275	2,200	-	-
TOTAL EXPENSES	<u>\$ 193,367</u>	<u>\$ 219,034</u>	<u>\$ 189,685</u>	<u>\$ 188,179</u>
	88.28%		100.80%	
NET INCOME (LOSS)	<u>\$ (16,696)</u>	<u>\$ (10,649)</u>	<u>\$ (14,038)</u>	<u>\$ 8,111</u>
Balance, 9/30/2019	<u>\$ 41,405</u>		<u>\$ 23,747</u>	

FINANCE

VILLAGE OF WESTON

Room Taxes Fund

9/30/19

	<u>2019 YTD Actual</u>	<u>2019 Annual Budget</u>
Fund Balance, 1/1/19	\$ 137,685	
Revenues		
Room Taxes Revenue	\$ 225,114	\$ 388,823
	<u>225,114</u>	<u>388,823</u>
Expenditures		
Payment to Wausau Visitor's Convention Bureau	\$ 157,580	\$ 271,141
Miscellaneous Contributions	20,750	20,750
Other Economic Development	9,967	1,035
Transfer to Capital Improvement Fund	-	76,647
Transfer to Aquatic Center Fund (Repairs/Capital Equipment)	-	40,000
	<u>188,297</u>	<u>409,573</u>
Revenues over (under) Expenditures	<u>36,817</u>	<u>(20,750)</u>
Fund Balance, 9/30/19	<u>\$ 174,502</u>	

HOTEL-MOTEL ROOM TAX COLLECTIONS:

	2019 Room Receipts	2019 8% Room Tax Collections	<u>Distribution of Collections</u>	
			Convention Bureau	Village of Weston
Weston Inn & Suites	\$ 294,000	\$ 23,520	\$ 16,464	\$ 7,056
AmericInn & Suites	433,075	34,646	24,252	10,394
Fairfield Inn	987,250	78,980	55,286	23,694
Holiday Inn Express	1,099,600	87,968	61,578	26,390
TOTALS	<u>\$ 2,813,925</u>	<u>\$ 225,114</u>	<u>\$ 157,580</u>	<u>\$ 67,534</u>

FINANCE

10/11/2019

VILLAGE OF WESTON
Refuse/Recycling Program Fund
9/30/2019

	<u>Refuse</u>	<u>Recycling</u>	<u>Landfill</u>	<u>Total 2019 ACTUAL</u>	<u>2019 ANNUAL BUDGET</u>
Fund Balance, 1/1/19	\$ 3,410	\$ 7,457	\$ 5,999	\$ 16,866	
Revenues					
Recycling Grant	\$ -	\$ 78,691	\$ -	\$ 78,691	\$ 78,735
Garbage Fees/Sticker sales - Village	411,986	-	-	411,986	412,626
Recycling Collection Fees - Village	-	360,854	-	360,854	353,340
Garbage Fees - Town	20,856	-	-	20,856	20,737
Recycling Collection Fees/Bin Sales - Town	-	18,249	-	18,249	18,174
Landfill - Town	-	-	3,000	3,000	3,000
Miscellaneous	1,045	916	-	1,961	-
Transfer from General Fund	-	-	-	-	29,430
Total Revenues	<u>\$ 433,887</u>	<u>\$ 458,710</u>	<u>\$ 3,000</u>	<u>\$ 895,597</u>	<u>\$ 916,042</u>
Expenditures					
Garbage	\$ 286,891	\$ -	\$ -	286,891	433,925
Landfill	-	-	19,661	19,661	28,850
Recycling - Curbside/Village	-	118,641	-	118,641	261,278
Recycling/Compost/StumpDump	-	17,390	-	17,390	50,394
Recycling - Curbside/Town	-	-	-	-	-
Recycling - Program Administration	-	16,586	-	16,586	38,538
Recycling - Educational Programs	-	637	-	637	12,200
Transfers to Debt Serve (Capital Leases)	-	90,012	-	90,012	90,012
Total Expenditures	<u>\$ 286,891</u>	<u>\$ 243,266</u>	<u>\$ 19,661</u>	<u>\$ 549,818</u>	<u>\$ 915,197</u>
Revenues over(under) Expenditures	<u>\$ 146,996</u>	<u>\$ 215,444</u>	<u>\$(16,661)</u>	<u>\$ 345,779</u>	
Fund Balance, 9/30/2019	<u>\$ 150,406</u>	<u>\$ 222,901</u>	<u>\$(10,662)</u>	<u>\$ 362,645</u>	

Finance
10/11/2019

VILLAGE OF WESTON
Special Revenue Funds - TIF #1
9/30/2019

	2019 Actual	2019 Annual Budget
Fund Balance (Deficit), 1/1/19	\$ 1,362,496	
<u>REVENUES</u>		
Property Tax Increments	\$ 5,363,999	\$ 5,400,000
Computer Exemption State Aids	30,189	30,190
Build America Bond Rebates	13,982	32,526
Personal Property Tax Aid	50,614	-
Investment Income	47,297	-
Transfer from CDA - TIF #1	-	394
	5,506,081	5,463,110
<u>EXPENDITURES</u>		
Administration Expenses	\$ 136,849	\$ 288,819
Rents/Leases-TIF Land	206,369	1,547,738
Illegal Taxes	426	-
LOC Repayments to Developers	150,000	150,000
Legal fees	1,700	-
Fiscal Charges	455	-
Transfer to Debt Service Fund	326,802	974,472
Transfer to Cap Proj-TIF #1	-	127,425
	822,601	3,088,454
<u>NET REVENUES OVER (UNDER)</u>		
<u>EXPENDITURES</u>	4,683,480	2,374,656
Fund Balance (Deficit), 9/30/2019	\$ 6,045,976	\$ 2,374,656

FINANCE
10/11/2019

VILLAGE OF WESTON
Special Revenue Funds - TIF #2
9/30/2019

	2019 Actual	2019 Annual Budget
Fund Balance (Deficit), 1/1/19	<u>\$ 214,719</u>	
<u>REVENUES</u>		
Property Tax Increments	\$ 427,655	\$ 430,000
Computer Exemption State Aids	11,944	11,943
Personal Property Tax Aid	3,924	-
Investment Income	4,626	300
	<u>448,149</u>	<u>442,243</u>
<u>EXPENDITURES</u>		
Administration Expenses	\$ 41,277	\$ 62,321
Rents/Leases-TIF Land	25,540	246,080
Illegal Taxes	2,414	-
Transfer to CDA - TIF #2	-	775
	<u>69,231</u>	<u>309,176</u>
<u>NET REVENUES OVER (UNDER)</u>		
	<u>378,918</u>	<u>133,067</u>
Fund Balance (Deficit), 9/30/2019	<u><u>\$ 593,637</u></u>	<u><u>\$ 133,067</u></u>

FINANCE
10/11/2019

VILLAGE OF WESTON
Special Revenue Funds - CDA TIF #1
9/30/2019

	<u>2019 Actual</u>	<u>2019 Annual Budget</u>
Fund Balance (Deficit), 1/1/19	\$ 1,592,440	
<u>REVENUES</u>		
Investment Income	\$ 45,515	\$ 5,000
Market Adj	20,463	-
Rents/Leases-TIF Land	206,369	1,547,738
	<u>272,347</u>	<u>1,552,738</u>
<u>EXPENDITURES</u>		
Administration Expenses	\$ 2,046	\$ 3,256
Fiscal Charges	1,999	1,350
Transfer to TIF Spec Revenue	-	394
Transfer to Debt Service Fund	1,547,738	1,547,738
	<u>1,551,783</u>	<u>1,552,738</u>
<u>NET REVENUES OVER (UNDER)</u>		
<u>EXPENDITURES</u>	<u>(1,279,436)</u>	<u>-</u>
Fund Balance (Deficit), 9/30/2019	<u><u>\$ 313,004</u></u>	<u><u>\$ -</u></u>

FINANCE
10/11/2019

VILLAGE OF WESTON
Special Revenue Funds - CDA TIF #2
9/30/2019

	2019 Actual	2019 Annual Budget
Fund Balance (Deficit), 1/1/19	\$ 257,540	
<u>REVENUES</u>		
Investment Income	\$ 8,076	\$ 3,000
Market Adj	4,846	-
Rents/Leases-TIF Land	25,540	246,080
Transfer from TIF 2	-	431
	38,462	249,511
<u>EXPENDITURES</u>		
Administration Expenses	\$ 1,142	\$ 2,381
Fiscal Charges	1,255	1,050
Transfer to Debt Service Fund	246,080	246,080
	248,477	249,511
<u>NET REVENUES OVER (UNDER)</u>		
<u>EXPENDITURES</u>	(210,015)	-
Fund Balance (Deficit), 9/30/2019	\$ 47,525	\$ -

FINANCE
10/11/2019

VILLAGE OF WESTON
Civic and Social - Special Revenue Funds
9/30/19

	Weston Centennial (Scholarships)	Farmers Market	Total 2019 Actual	2019 Budget
Fund Balance, 1/1/19	\$ 5,656	\$ 4,150	\$ 9,806	
REVENUES				
Farmers Market License	-	7,741	7,741	5,900
Interest on Investments	-	114	114	30
Contributions-Farmer's Market	-	-	-	-
Miscellaneous	-	1,709	1,709	2,000
Transfer In	-	-	-	-
	-	9,565	9,565	7,930
EXPENDITURES				
D.C. Everest Scholarship	-	-	-	-
Farmers Market	-	1,934	1,934	7,191
	-	1,934	1,934	7,191
NET REVENUES OVER (UNDER) EXPENDITURES	-	7,631	7,631	739
Fund Balance, 9/30/19	\$ 5,656	\$ 11,781	\$ 17,437	

VILLAGE OF WESTON
Park & Recreation - Special Revenue Funds
9/30/19

	Parkland Dedication Fees	Park/Rec. Donations	E.C. Trail/ Fun Run/Walk Donations	Dog Park Donations	Total 2019 Actual	2019 Budget
Fund Balance, 1/1/19	\$ 9,955	\$ 10,842	\$ 1,047	\$ 581	\$ 22,425	
REVENUES						
Parkland Dedication Fees	732	-	-	-	732	500
Donations	-	-	-	113	113	150
Interest on Investments	-	309	-	-	309	200
	732	309	-	113	1,154	850
EXPENDITURES						
Dog Park Maintenance Expenses	-	-	-	264	264	500
	-	-	-	264	264	500
NET REVENUES OVER (UNDER) EXPS.	732	309	-	(151)	890	350
Fund Balance, 9/30/19	\$ 10,687	\$ 11,151	\$ 1,047	\$ 430	\$ 23,315	

VILLAGE OF WESTON
Enterprise Fund - Water Utility
9/30/2019
(*75.0% Year Completed ***)**

	2019			2018		
	YTD ACTUAL	ANNUAL BUDGET	%	YTD ACTUAL	ANNUAL BUDGET	%
			completed			completed
REVENUES						
Metered/Unmetered Sales:						
Residential	\$ 1,181,882	\$ 960,498	123.05%	\$ 672,584	\$ 973,750	69.07%
Commercial	216,535	265,000	81.71%	180,523	261,250	69.10%
Industrial	338,294	450,000	75.18%	269,903	393,389	68.61%
Public Authority	36,806	78,000	47.19%	45,375	59,375	76.42%
Multi-Family	136,206	190,000	71.69%	117,347	186,368	62.97%
Other	5,644	2,000	282.22%	2,672	2,000	133.59%
Private Fire Protection	34,601	46,000	75.22%	34,215	53,420	64.05%
Public Fire Protection	355,050	467,210	75.99%	344,005	458,715	74.99%
Subtotal Sales	2,305,018	\$ 2,458,708	93.75%	1,666,624	\$ 2,388,267	69.78%
Interest Income	102,427	50,000	204.85%	72,014	100,000	72.01%
Interest Market Adj	145,316	-	N/A	(62,944)	-	N/A
Gain on Sale of Equipment	-	-	N/A	198	-	N/A
Misc. Other Revenue	18,945	34,500	54.91%	19,164	40,450	47.38%
SUBTOTAL REVENUES	2,571,706	2,543,208	101.12%	1,695,056	2,528,917	67.03%
Capital Contributions	-	-	N/A	-	-	N/A
TOTAL REVENUES	\$ 2,571,706	\$ 2,543,208	101.12%	\$ 1,695,056	\$ 2,528,917	67.03%
EXPENSES						
Operations & Maintenance	\$ 474,702	\$ 681,181	69.69%	\$ 543,081	\$ 888,475	61.13%
Administration	353,555	534,738	66.12%	300,794	599,367	50.19%
Payment in Lieu of Taxes	-	465,000	0.00%	-	462,361	0.00%
Depreciation	-	600,000	0.00%	-	580,000	0.00%
Interest/Fiscal Agent Exps.	37,551	72,475	51.81%	46,503	46,503	100.00%
Amortization Expense	-	-	N/A	-	1,346	0.00%
	865,808	2,353,394	36.79%	890,378	2,578,052	34.54%
Interfund Transfers Out	6,431	6,431	100.00%	4,767	6,431	74.13%
TOTAL EXPENSES	\$ 872,239	\$ 2,359,825	36.96%	\$ 895,145	\$ 2,584,483	34.64%
NET INCOME	\$ 1,699,467	\$ 183,383		\$ 799,911	\$ (55,566)	
<i>(per GAAP/GASB basis)</i>						
Less: Add'l Capital Contribs.	-	-		-	-	
NET INCOME	\$ 1,699,467	\$ 183,383		\$ 799,911	\$ (55,566)	
<i>(per budget basis)</i>						

FINANCE
10/11/2019

VILLAGE OF WESTON
Enterprise Fund - Sewer Utility
9/30/2019
(75.0% Year Completed **)**

	2019			2018		
	<u>YTD</u> <u>ACTUAL</u>	<u>ANNUAL</u> <u>BUDGET</u>	<u>%</u> <u>completed</u>	<u>YTD</u> <u>ACTUAL</u>	<u>ANNUAL</u> <u>BUDGET</u>	<u>%</u> <u>completed</u>
REVENUES						
Metered/Unmetered Sales:						
Residential	\$ 1,383,394	\$ 1,320,000	104.80%	\$ 908,407	\$ 1,313,610	69.15%
Commercial	572,177	720,000	79.47%	465,777	683,780	68.12%
Industrial	132,638	220,000	60.29%	140,391	191,000	73.50%
Public Authority	51,133	62,000	82.47%	40,713	60,460	67.34%
Other	-	150	0.00%	-	150	0.00%
Subtotal Sales	<u>\$ 2,139,342</u>	<u>\$ 2,322,150</u>	<u>92.13%</u>	<u>\$ 1,555,288</u>	<u>\$ 2,249,000</u>	<u>69.15%</u>
Hook-up Fees	17,570	25,000	70.28%	46,310	23,000	201.35%
Interest Income	282,323	50,600	557.95%	41,742	100,200	41.66%
Gain on Sale of Equipment	-	-	N/A	-	-	N/A
Misc. Other Revenue	8,865	8,900	99.61%	8,266	9,713	85.11%
SUBTOTAL REVENUES	<u>2,448,100</u>	<u>2,406,650</u>	<u>101.72%</u>	<u>1,651,606</u>	<u>2,381,913</u>	<u>69.34%</u>
Capital Contributions	<u>1,450</u>	<u>15,000</u>	<u>9.67%</u>	<u>30,450</u>	<u>5,075</u>	<u>600.00%</u>
TOTAL REVENUES	<u><u>\$ 2,449,550</u></u>	<u><u>\$ 2,421,650</u></u>	<u><u>101.15%</u></u>	<u><u>\$ 1,682,056</u></u>	<u><u>\$ 2,386,988</u></u>	<u><u>70.47%</u></u>
EXPENSES						
Operations & Maintenance	\$ 249,001	\$ 437,216	56.95%	\$ 281,098	\$ 470,366	59.76%
Administration	254,827	340,820	74.77%	208,759	407,826	51.19%
Payment in Lieu of Taxes	-	9,600	0.00%	-	9,000	0.00%
Rib Mt. Sewer Dist.-Services	631,918	702,000	90.02%	457,224	707,133	64.66%
Rib Mt. Sewer Dist.-Debt Serv.	110,833	125,000	0.00%	-	-	0.00%
Depreciation	-	712,000	0.00%	-	700,000	0.00%
Interest/Fiscal Agent Exps.	35,060	35,060	100.00%	51,560	51,560	100.00%
Amortization Expense	-	22,010	0.00%	-	22,010	0.00%
	<u>1,281,639</u>	<u>2,383,706</u>	<u>53.77%</u>	<u>998,641</u>	<u>2,367,895</u>	<u>42.17%</u>
Interfund Transfers Out	<u>6,431</u>	<u>6,431</u>	<u>100.00%</u>	<u>4,767</u>	<u>6,431</u>	<u>74.13%</u>
TOTAL EXPENSES	<u><u>\$ 1,288,070</u></u>	<u><u>\$ 2,390,137</u></u>	<u><u>53.89%</u></u>	<u><u>\$ 1,003,408</u></u>	<u><u>\$ 2,374,326</u></u>	<u><u>42.26%</u></u>
NET INCOME	<u><u>\$ 1,161,480</u></u>	<u><u>\$ 31,513</u></u>		<u><u>\$ 678,648</u></u>	<u><u>\$ 12,662</u></u>	
<i>(per GAAP/GASB basis)</i>						
Less: Add'l Capital Contribs.	<u>(1,450)</u>	<u>(15,000)</u>		<u>(30,450)</u>	<u>(5,075)</u>	
NET INCOME	<u><u>\$ 1,160,030</u></u>	<u><u>\$ 16,513</u></u>		<u><u>\$ 648,198</u></u>	<u><u>\$ 7,587</u></u>	
<i>(per budget basis)</i>						

FINANCE
10/11/2019

VILLAGE OF WESTON
Enterprise Fund - Stormwater Utility
9/30/2019
(75.0% Year Completed **)**

	<u>2019</u>			%	<u>2018</u>		
	<u>YTD</u> <u>ACTUAL</u>	<u>ANNUAL</u> <u>BUDGET</u>	<u>of year</u> <u>completed</u>		<u>YTD</u> <u>ACTUAL</u>	<u>ANNUAL</u> <u>BUDGET</u>	<u>of year</u> <u>completed</u>
REVENUES							
Metered/Unmetered Sales:							
Residential	\$ 166,193	\$ 218,600	76.03%	\$ 164,216	\$ 218,150	75.28%	
Commercial	232,273	305,000	76.16%	230,866	298,700	77.29%	
Industrial	56,300	67,000	84.03%	51,725	66,330	77.98%	
Public Authority	28,920	38,200	75.71%	28,883	37,800	76.41%	
Tax-Exempt Properties	5,978	7,900	75.67%	5,940	7,900	75.19%	
Other	1,403	1,000	140.30%	1,163	1,000	116.30%	
Subtotal Sales	<u>\$ 491,067</u>	<u>\$ 637,700</u>	<u>77.01%</u>	<u>\$ 482,793</u>	<u>\$ 629,880</u>	<u>76.65%</u>	
Build America Bond Interest Rebate	591	500	118.20%	1,150	1,000	115.00%	
Drainage Fees	1,900	1,000	190.00%	1,800	2,600	69.23%	
Interest Income	13,820	5,000	276.40%	1,139	8,000	14.24%	
Loss on Sale of Equipment	-	-	N/A	-	-	N/A	
Misc. Other Revenue	-	-	N/A	-	100	0.00%	
SUBTOTAL REVENUES	<u>507,378</u>	<u>644,200</u>	<u>78.76%</u>	<u>486,882</u>	<u>641,580</u>	<u>75.89%</u>	
Capital Contributions	-	-	N/A	-	-	N/A	
TOTAL REVENUES	<u><u>\$ 507,378</u></u>	<u><u>\$ 644,200</u></u>	<u>78.76%</u>	<u><u>\$ 486,882</u></u>	<u><u>\$ 641,580</u></u>	<u>75.89%</u>	
EXPENSES							
Program Management	\$ 19,931	\$ 26,693	74.67%	\$ 20,506	\$ 24,822	82.61%	
DPW - Drainage Maintenance	154,218	119,468	129.09%	117,662	88,539	132.89%	
DPW - Sweeping	16,534	22,313	0.00%	21,294	20,087	0.00%	
Depreciation	-	370,000	0.00%	-	370,000	0.00%	
Interest/Fiscal Agent Exps.	46,837	53,933	86.84%	94,274	101,671	92.72%	
Interfund Transfers Out - General Fund	3,328	3,328	100.00%	1,664	3,328	50.00%	
TOTAL EXPENSES	<u><u>\$ 240,848</u></u>	<u><u>\$ 595,735</u></u>	<u>40.43%</u>	<u><u>\$ 255,400</u></u>	<u><u>\$ 608,447</u></u>	<u>41.98%</u>	
NET INCOME (LOSS)	<u><u>\$ 266,530</u></u>	<u><u>\$ 48,465</u></u>		<u><u>\$ 231,482</u></u>	<u><u>\$ 33,133</u></u>		
<i>(per GAAP/GASB basis)</i>							
Less: Add'l Capital Contribs.	-	-		-	-		
NET INCOME (LOSS)	<u><u>\$ 266,530</u></u>	<u><u>\$ 48,465</u></u>		<u><u>\$ 231,482</u></u>	<u><u>\$ 33,133</u></u>		
<i>(per budget basis)</i>							

FINANCE
10/11/2019

VILLAGE OF WESTON
OPERATING BUDGET STATUS REPORT - TIF 1 CIP FUND
9/30/2019
***** 75.0% of Year Completed *****

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>
TIF 1 CIP FUND:				
Business Park	\$27,500	\$5,915	\$21,585	78.5%
Cross Pointe	-	150,000	(150,000)	N/A
Transport Way Extension	10,000	4,743	5,257	52.6%
Camp Phillips Centre	100,000	70,896	29,104	29.1%
TOTAL EXPENDITURES	<u>\$137,500</u>	<u>\$231,554</u>	<u>(\$94,054)</u>	<u>-68.4%</u>

REVENUES

Land Sales	\$0	\$154,000	(\$154,000)	N/A
Transfer In - TIF #1 Special Revenue Fund	127,425	-	127,425	100.0%
TOTAL RESOURCES	<u>\$127,425</u>	<u>\$154,000</u>	<u>(\$26,575)</u>	<u>-20.9%</u>



Revenues Over (Under) Expenditures (\$77,554)

FUND BALANCE ANALYSIS

Fund Balance, 1/1/2019	-
Revenues Over (Under) Expenditures	(77,554)
Fund Balance, 9/30/2019	<u>(77,554)</u>

FINANCE

10/11/2019

**VILLAGE OF WESTON
OPERATING BUDGET STATUS REPORT - FACILITIES CIP FUND**

9/30/2019

***** 75.0% of Year Completed *****

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>
FACILITIES CIP FUND:				
Weston Public Safety Bldg	\$217,000	\$51,214	\$165,786	76.4%
Aquatic Center	84,000	53,041	30,959	36.9%
Municipal Center Bldg Plan	50,000	-	50,000	100.0%
Yellow Banks Park	15,000	-	15,000	100.0%
Kennedy Park	30,000	-	30,000	100.0%
Various Parks/Playgrounds	22,000	-	22,000	100.0%
TOTAL EXPENDITURES	<u>\$418,000</u>	<u>\$104,255</u>	<u>\$313,745</u>	<u>N/A</u>



REVENUES

TOTAL RESOURCES	<u>\$0</u>	<u>\$0</u>	<u>N/A</u>	<u>N/A</u>
------------------------	------------	------------	------------	------------



Revenues Over (Under) Expenditures (\$104,255)

FUND BALANCE ANALYSIS

Fund Balance, 1/1/19	-
Revenues Over (Under) Expenditures	(104,255)
Fund Balance, 9/30/2019	<u>(104,255)</u>

FINANCE

10/11/2019

VILLAGE OF WESTON
OPERATING BUDGET STATUS REPORT - STREETS CIP FUND
9/30/2019
***** 75.0% of Year Completed *****

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>
STREETS CIP FUND:				
Street Maintenance	\$515,000	\$543,750	(\$28,750)	-5.6%
Weston School Addition	49,915	-	49,915	100.0%
Ryan St River Crossing	19,500	-	19,500	100.0%
Zinser Street	80,000	-	80,000	100.0%
TOTAL EXPENDITURES	<u>\$664,415</u>	<u>\$543,750</u>	<u>\$120,665</u>	<u>N/A</u>



REVENUES

Interest Income	<u>\$0</u>	<u>\$8,309</u>	<u>(\$8,309)</u>	<u>N/A</u>
TOTAL RESOURCES	<u>\$0</u>	<u>\$8,309</u>	<u>N/A</u>	<u>N/A</u>



Revenues Over (Under) Expenditures (\$535,441)

FUND BALANCE ANALYSIS

Fund Balance, 1/1/19		-	
Revenues Over (Under) Expenditures		(535,441)	
Fund Balance,	9/30/2019	<u><u>(535,441)</u></u>	

FINANCE
10/11/2019

VILLAGE OF WESTON
OPERATING BUDGET STATUS REPORT - CAPITAL EQUIPMENT CIP FUND
9/30/2019
***** 75.0% of Year Completed *****

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>
CAPITAL EQUIPMENT CIP FUND:				
Other Gen Govt Outlay	\$ 35,000	\$0	\$ 35,000	100.0%
SAFER Capital Outlay	315,000	480,710	(165,710)	-52.6%
Highway Equipment	844,793	277,905	566,888	67.1%
Parks Equipment	39,000	27,883	11,117	28.5%
Transfers to Other Funds	190,529	149,921	40,608	21.3%
TOTAL EXPENDITURES	\$1,424,322	\$936,419	\$487,903	34.3%



REVENUES

Property Taxes	\$93,326	\$93,326	\$ -	0.0%
Equipment Rental Fees	105,000	-	105,000	100.0%
Sale of Village Property	24,500	6,695	17,805	72.7%
Proceeds from GO Bonds/Notes	2,897,544	2,686,744	210,800	7.3%
Transfers from Other Funds	76,647	-	76,647	100.0%
TOTAL RESOURCES	\$3,197,017	\$2,786,765	\$410,252	12.8%



Revenues Over (Under) Expenditures \$1,850,346

FUND BALANCE ANALYSIS

Fund Balance, 1/1/19	(89,551)
Revenues Over (Under) Expenditures	1,850,346
Fund Balance, 9/30/2019	1,760,795

FINANCE

10/11/2019

REQUEST FOR CONSIDERATION

Public Mtg/Date: Joint Board of Trustees and Finance Committee, October 21, 2019

Description: 2020 Budget Discussion

From: Finance Department & Administrator

Question: What questions or modifications do you have regarding the 2020 budget? The plan is to bring it back on October 28 to finalize the budget for publication.

Background

The 2020 budget documents can be found using the below link for the following funds:

- Special Revenue Funds
- General Fund
- Debt Service Fund
- Capital Improvement Funds

Attached Docs: [2020 Budget Documents](#)

Committee Action: None.

FISCAL IMPACT: None.

Recommendation: None.

Recommended Language for Official Action

None.

Additional action: None.

REQUEST FOR CONSIDERATION

Public Mtg/Date: Finance Committee/Board of Trustees, October 21, 2019

Description: Approve purchase of A/P workflow

From: Jessica Trautman, Finance Director

Question: Should the Finance Committee/Board of Trustees approve the department request to purchase the A/P workflow software in 2019

Background

Currently the accounts payable process is a very manual/labor intensive process. Staff is looking at a way to improve the process and eliminate duplicate tasks such as printing electronic invoices just to scan them again and requiring the department director to manually code invoices just to have staff manually reenter the code into the accounting software.

With the proposed software, electronic invoices will stay electronic (paper invoices will still be scanned) and invoices will be electronically distributed to department directors to code and approve, eliminating the need for another person to manually reenter the account number into the system. It will save a lot of paper shuffling and finance staff will be able to see if any invoices are just hanging out there and follow up as to why they are not in the pay queue. This software will allow the Finance Department to continue to operate efficiently even with less staff hours devoted to the department.

Attached Docs: Quote for A/P Workflow

Committee Action: n/a

FISCAL IMPACT: \$7,900, using surplus funds from 2019 - \$1,300 annual support.

Recommendation: Finance Director recommends.

Recommended Language for Official Action

I approve/deny the Finance Department purchase of the A/P workflow software at a cost of \$7,900.

Additional action: None.

Software Purchase Agreement

Civic Systems, LLC
Ten Terrace Court
P.O. Box 7398
Madison, WI 53707-7398

Village of Weston
5500 Schofield Avenue
Weston, WI 54476-4395

You agree to purchase the software and services detailed below and Civic Systems, LLC agrees to provide them. **Payment is due upon execution of the contract unless other payment terms are negotiated.** The information provided in this proposal is valid for 90 days from issue date.

INVESTMENT SUMMARY

License Fee - miAP Workflow	\$ 5,500
Setup/Training – 16 hours @ \$150/hour	<u>2,400</u>
TOTAL INVESTMENT	<u><u>\$ 7,900</u></u>
Annual Support	<u>\$ 1,350</u>

*Above amounts do not include travel costs.

SIGNATURE AGREEMENT

The signatures below indicate each party's acceptance of this agreement.

VILLAGE OF WESTON, WI

Signature: _____
Title: _____
Date: _____

CIVIC SYSTEMS, LLC

Signature: _____
Title: _____
Date: _____