



MINUTES VILLAGE BOARD

Village Hall Auditorium
9915 - 39th Avenue
Pleasant Prairie, WI

A regular meeting of the Pleasant Prairie Village Board was held on November 18, 2019. Meeting called to order at 6:00 p.m. Present were Village Board members John Steinbrink, Kris Keckler, Mike Pollocoff, Dave Klimisch and Mike Serpe. Also present were Nathan Thiel, Village Administrator, Jean Werbie-Harris, Community Development Director; Kathy Goessl, Finance Director; Dave Smetana, Chief of Police; Craig Roepke, Chief of Fire & Rescue; Rocco Vita, Village Assessor; Matt Fineour, Village Engineer; Sandro Perez, Inspection Superintendent; John Steinbrink Jr., Public Works Director; Dan Honore', IT Director; Carol Willke, Human Resources Director; Craig Anderson, Recreation Director, Tom Patrizzi, Facilities Superintendent; Steven Linn, Communications Manager, and Jane C. Snell, Village Clerk. Three citizens attended the meeting.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **PUBLIC HEARING**
 - A. **Proposed 2020 General Fund Budget**
 1. **Citizen Comments.**
 2. **Closing of Budget Hearing.**
 3. **Board of Trustee Comments.**
 4. **Resolution #19-42 relating to the Adoption of the 2020 Budget and property Tax Levy including Capital, Debt Service and other funds of the Village budget.**

Kathy Goessl:

Mr. President and Village Board, I'm here to present the 2020 general government budget. This slide shows the overview of all the different budgets that we have in the Village. I'm presenting tonight general government which includes operating capital and debt. In the next column, Pleasant Prairie Utilities, we have seen Clean Water and Solid Waste. We presented those earlier last month. We're going to do water and sewer hopefully the first meeting in December. I'm going to present tonight also the tax incremental districts. And we haven't presented the RecPlex yet. And I will be presenting special revenue funds, and we did present this before in October.

I'm going to start out with general government operating. This is an overview of the general government operating with our 2019 budget, 2020 proposed budget, the dollar change. Revenues are up \$836,000 with property tax increasing the most at \$861,719, it's a 9.5 percent growth of that levy. \$303,000 is growth, and personal property tax adjustment is \$60,000. And then plus a transfer from capital and debt of \$515,000 reduced by a debt adjustment of \$17,000.

Other revenue reduced by \$25,000 overall. Some of our revenues are up and some are down. But overall it's down slightly. Expenses are up a little over a million dollars with decision packets of \$677,000 accounting for the majority of that increase. All other categories increased except general government and parks. And I'll go into more detail and expenses on one of the next slides. We're recommending using \$101,563 reserve for one-time expenditures. And we're still estimating the year end reserves to be at 32 percent still over our current reserve minimum of 25 percent even after spending half a million on one time.

We'll start out with revenue. Here's the major categories of revenue. Property tax, again, is up \$861,000 mainly due to a transfer. Other taxes which include mobile homes, utility taxes from water, also property tax penalty, hotel and motel tax up \$28,000 due to a pilot program that we're expecting from a tax exempt entity for that amount. Intergovernmental revenue, the majority of this category is shared revenue from the state for having the power plant and [inaudible] revenue for a total of a little over \$2 million, addition of \$30,000 for video service provider aid which is new for 2020, and an increase in fire insurance dues of \$25,000 offset by a reduction in personal property tax aid of \$60,000 which the state changed the way they did the formula for personal property aid to be more specific. Therefore, that's what has caused the reduction in that area. And law enforcement grant reduction of \$16,000. So intergovernment is down \$17,144.

License and permits are down \$25,000 mainly due a decline in building permits of \$61,000 offset by increase in fire department permits up \$31,000. Fines there's no change in that category. This category includes Municipal Court revenue and parking ticket revenue. Public charges for services, a large revenue source here in this category is engineering, rescue squad earnings, franchise fees and street light billings. Decreases in franchise fees of \$31,000 is an offset of the other taxes and a decrease in street lighting of \$18,000 which we overbudgeted in 2019. Other revenue sources are up \$33,000. The majority is interest on investments up \$25,000, school officer up \$34,000, offset by a decrease in other revenue of \$7,000. Assessing contracts down \$14,000 and media communication down \$9,000. So overall we still have an increase in our revenue sources of \$836,468. And this is a graphical representation of our different revenue sources. You can see that intergovernmental is the largest followed by public charges for services.

I'm going to switch to the expense side of the equation. This is a summary of expenses. Overall with a transfer not being made this year to capital we are up \$244,000 in expenses. In the base portion of the operating budget overall personnel was up \$628,000, operating expenses were up \$290,000. We have reoccurring decision packets of \$176,000 for a total overall increase of a million dollars before that transfer reduces it down. Public safety, the first line, all departments are up by a total of \$329,000, the largest increase is in fire and rescue, an increase of \$123,000, police \$159,000. There are small increases in inspection and dispatch. Public works includes engineering, streets, street lighting up \$92,000 in total. An increase of \$62,000 for streets, \$9,000 for engineering and \$21,000 for street lighting.

And general government includes a number of departments including Village Board, Municipal Court, administration, HR, IT, finance, assessing, Village Hall and Roger Prange down in total \$78,000. Village Hall and Roger Prange accounts for a majority of that decrease down \$111,000

because in the 2019 budget we had one-time decision packets for those two departments. CD is up \$23,000, parks has a decrease of \$26,000. Contingency in 2019 was to balance the budget, but 2020 is for unsettled union contracts.

Decision packets were discussed in detail at our meeting on October 21st. Reoccurring packets total \$175,000 and one-time a little over half a million. The ones that are over \$50,000 are two firefighters for the fire department at \$144,344 which is starting April 1, 2020, an increase in part-time staffing for the fire department for a little over \$86,000, the presidential election additional coverage we need at \$51,000, park maintenance per open space plan of \$54,000, and replace dying and dead ash trees in Village Green right of way of \$60,000. Those are the decision packets that are over \$50,000. And there's numerous other ones which we discussed at our last meeting on this budget. That's the operating section of the budget.

Now we switch to the capital portion. These are items of equipment over \$10,000 or infrastructure over \$50,000. I do add an estimated column here because at times this budget fluctuates a lot. Depending on whether a project is done or not done it could really fluctuate. And this here shows you that we were initially budgeting up \$462,000 loss in 2019, but I'm estimating a one million dollar gain because of projects being carried over to 2020. And then we had the 2020 budget and the percent change and dollar change compared to 2020 proposed and the 2019 budget.

The tax levy decreased by \$488,000. This was all transferred to general government to help balance the general government operating. Intergovernmental has an increase in road aids of \$147,000 offset by a one-time payment of \$160,000 that we received from ATC in 2019 and not repeated in 2020. Impact fees collected we estimate the collection of them, this year we're already at \$518,000 with some big payments. And we're estimated \$600,000 ending in 2019. We estimate conservatively for 2020 almost matching the 2019 budget. Transfer in from general operating fund \$100,000. We transferred in \$850,000 last year to reduce the surplus we had over the last few years and fund some necessary projects in 2019. That's not being recommended for 2020.

Land sales we purchased the Abbott property located in Pleasant Prairie and Bristol, but the Bristol portion was not TID eligible in 2017. Currently we have a purchase and sales agreement to sell the land in 2020. The land purchase is currently on the balance sheet for land for resale, so only the profit here is showing at \$5.2 million. So when the sale is recognized that's what we're going to recognize as a profit. A chunk of that money was used to -- the profit that we will be realizing was used to purchase Village Green, and the rest will be reserved for land type sales in the future. Other, in 2020 we're recognizing the \$1.5 million of advanced payments for special assessments for Highway 50 improvements offset by the use of fire department reserves in 2019 which the reserves have been spent down for fire so there's none in 2020.

The capital outlay totals \$6.1 million for 2020 up from \$4.4 in 2019. The major projects over a half a million dollars that are included in the \$6.1 are the paving program at \$1.8 million, reconstruction of Highway 50 our contribution toward the state project of \$1.5 million, the rescue pumper which is a carryover from 2019 or 2018 \$851,000, communications stability of half a

million dollars, and law enforcement facility planning of half a million dollars, and that project is using impact fees.

So we're recommending this budget to borrow \$925,000. We didn't borrow anything last year in 2019. And what we're looking at borrowing for 2020 is the rescue pumper balance because we did borrow in 2018 for the pumper, the ambulance and communications stability. This is an overview of the general fund capital budget. We're looking at actually a net gain mainly because of the land sale that we're having in 2020 to make up for what we purchased in 2017.

The debt service is the third category of general government. We're looking at a decrease in tax levy. This budget is basically we balance the budget. So we take the expenses which this year are being reduced by \$17,000. Those are the principal and interest payments. And then we look at other revenue sources and the tax levy balances the budget. Special assessments are going to be up slightly as the budget and also interest income, therefore the tax levy has gone down.

This is general government debt. Outstanding debt at the end of 2019 will be \$8,865,000 after paying off \$1.5 million in 2019. And after paying off \$1.5 million during 2020 and borrowing \$925,000 for the fire truck, ambulance and communication stability, debt at the end of 2020 will be lower at \$8.265 million. This is all the budgets put together, the operation, debt and capital. Total property tax levy is \$12,652,261 up because of growth of \$304,473 minus a debt adjustment of \$17,565 and a personal property tax adjustment of \$60,150. Fund balance is estimated to end the year at \$15.7 million with unreserves of \$6.8 million, overall 25 percent of the expenditures. But general operating is 32 percent.

So how does this affect the tax bill? This is where the property taxes go. We do have all final levy numbers in as of Friday or as of last Wednesday. So when you compare the 2019 to 2020 mill rates for all taxing bodies, all numbers are final, and the total mill rate without school tax credit decreased 37 cents from 1967 to 1930 for \$1,000 of assessed value. Kenosha Unified decreased, Village of Pleasant Prairie stayed the same, and Kenosha County and Gateway went up slightly. The Village accounts for only 22 percent of the total taxes collected.

So this is a median residential house and how that's going to affect them. And we're looking at -- we did not have a reevaluation this year so the actual value of the house is still the same at \$237,200. The total property tax bill you can see in the center there totals \$4,577 which is down \$89.12 less the credits which are not finalized yet giving you a net decrease in the tax bill. I just received the school tax credit right before this meeting, and the school tax credit went down \$2,000. So that's not much change in this. Plus the lottery credit and first dollar credits doesn't really impact that greatly. So hopefully everybody will see a decrease in their tax bill. So that was the first section of general government.

Now I'll go over the tax incremental districts. Our first Tax Incremental District is District #2. The property tax increment is determined by the State of Wisconsin formula based on the equalized value with and without TID. This should be the final number down \$1.1 million. The number is down mainly due to error correction and with TID 5 also overlapping this district. And then sales of property 2019 budget for final land purchase payment from Haribo didn't expect --

we don't expect to receive that until 2020. But we did receive money for the Nexus land sale. So that's the \$3,100,000. In addition to Haribo for 2020 I'm proposing one additional lot sale in Prairie Highlands to be sold to give us a total sales of \$10.6 million.

Other revenue, 2019 we budgeted for exempt computer aid of \$337,000, personal property aid of \$293 and interest income of \$260. Interest is exceeding but by \$770,000 plus \$313 omitted property tax payment of \$314 not budgeted for. And for 2020 we are budgeting for exempt computer aid of \$345, personal property aid of \$568 and interest income of \$303. So there's a lot of fluctuation in that category, but we're looking at a change of an increase of \$320,000. So total revenue is going to be up a little over \$2.3 million in TID District #2.

Capital improvements, the majority of this is spending out of TID #2 escrow because we have passed our date of expenditures through the regular TID. We budgeted in 2019 to complete \$13.5 million of work in Prairie Highlands which is moving slower, so only estimated spending \$6.6 in 2019, and budgeted to spend \$7.1 in 2020 in Prairie Highlands leaving about \$3.7 left to spend out of TID #2 escrow in 2021.

Debt activity shows debt payments totaling \$11.8 for 2020 which includes calling a note and paying it off early saving \$86,500 in interest for 2020. We've called a couple notes in 2019, too, so that helped us also save some more interest. And we had the increment available and the land sales available to make those payments. This is TID #2 debt. You can see TID #2's debt is basically -- we're not borrowing anymore, we're just paying it off. So we use whatever increments or land sales to pay the debt that's due that year and call debt if we can to get this paid off. So we're looking at paying off a debt by calling some notes. You can see we'll be done paying in 2022.

This is #4, District #4. TID 4 is blight elimination for property located in 22nd Avenue and 91st Street. The total project cost back then was \$715,000, and it was developer that financed the project. In 2018 they started Eva Manor and that's been completed. Now that the improvements have been made to this property you can see there's a bigger tax increment being generated. It jumped from \$2,900 to \$23,000. These increments will be used to reimburse the developer for the project cost plus interest. The closing date of TID 4 is 2034. So payments of increments minus costs will be paid through 2034. And based on the debt service schedule this TID will not be paid in total back in terms of interest and capital costs.

TID #5 is Prairie Highlands. It was created in 2017. The first property tax increment is being realized in 2020. You can see the little over one million revenue for 2020. We borrowed less in 2019 than we expected. We were budgeting a little over \$20 million, we only borrowed \$11 million, and we're not borrowing in 2020. Administration cost is more than budgeted in 2019. But we paid back in 2020 by the increment above. Issuance cost is less than budgeted because we borrowed less. And debt payments include \$46,115 to Gateway for their MRO. The rest of the debt payments of \$318,150 is GO debt payment. 2019 capital is mainly Prairie Highlands capital costs including private grading and items not in TID escrow #2. Same for 2020, but lesser capital expenditures being spent in 2020. We're ending the year with a \$2.5 million fund balance, and that's mainly our borrowing balance that we have remaining.

TID #6 is Main Street Marketplace. Main Street was created in 2018. The property increment has started in 2020 with an increment of \$172,536. We are expecting a pilot payment of about \$20,000 because the increment will not cover our GO debt. And we have an agreement with Froedtert that if their value doesn't generate an increment of \$130,000 I believe it was they would have to pay the difference. And it generates a little bit less than that so we're looking at a \$20,000 payment for that. So that line marked interest is actually their payment I believe. Borrowed GO debt for phase one public improvements of 2019 of a little over \$2 million. And we did make that and we did borrow for that. And the expenditures, all the rest of the expenditures are going to be developer revenue bonds and not through us. Debt service payments in 2020 both interest and principal are being paid there of \$168,075. The 2022 capital budget is \$1.7 million, but we only spent \$339,000 so we're budgeting the rest to be spent in 2020, and that's our portion of the GO that's being covered by the Froedtert building. We're looking at ending the year with a little over \$78,000 in fund balance here.

Our last and final TID District is District #7. It's Stateline 94. It was created in 2018. We have a small property tax increment for 2020 of a little over \$700. All the public improvements were developer revenue bond financed. The administrative expenses are reimbursed when increments are generated. So administrator's expense we paid first. The bond will not be paid next year, and we'll see what kind of increments are generated for the previous year, whether it will cover all our administrative costs, and then we can pay out the municipal revenue bond.

And finally is our special revenue funds. We have two, one has no activity, the other one does have activity right now. The [inaudible] we forfeited which as zero, it was closed in 2018 but might be reopened expecting fund, unsure of the amount and actually timing of them so we didn't budget for them. The only special revenue fund is the police fund, and the revenue is mainly donations, and the expenses are mainly just for the police dog. So we're looking for approval of Resolution 19-42 to approve the budgets that I just presented, the general government, the TID and the special revenue funds.

John Steinbrink:

This being a public hearing I'm going to open it up to public comment.

Jane Snell:

Mr. President, there were no signups this evening.

John Steinbrink:

Anyone wishing to speak on the budget? Hearing none I'll close the citizen comments and close the budget hearing and open it up to Board of Trustee comments.

Michael Serpe:

Allow me to congratulate Kathy. Because these are figures that are hard to keep up with, and they keep on getting bigger and bigger and better and better every year. So for whatever it's worth you and your staff and whoever put this thing together with Nathan's help we certainly appreciate it.

Kathy Goessl:

Thank you.

John Steinbrink:

Further Board comments?

Mike Pollocoff:

I'd like to second Mike's comments. But I'd also like to acknowledge the work of all the professionals in the back of the room there that struggle to put together their budgets under a levy limit structure where we know that the numbers in some cases we're looking at are really not where we need to be, but that's all we can do at this time. And I think as we see TIF #2 retire out I think that's the light at the end of the tunnel that a lot of us have been waiting for. It's not going to answer all our problems, but it's going to be a help. So hopefully the strain on operations debt levy limits causes is going to be eased up here in a couple years unless we find something else to buy. But I don't think that's going to happen. Is there a motion?

John Steinbrink:

Not yet.

Mike Pollocoff:

I'll move if somebody wants to second it.

Kris Keckler:

Second.

John Steinbrink:

There's a motion and a second for Resolution 19-42. Any further discussion?

Nathan Thiel:

Mr. President, if I can just make one comment. I just want to point out that this year was significantly more difficult than the prior year. If you'll recall the prior year we had quite a bit of net new construction. And this year, though, Kathy walked us through and demonstrated that we had that 9.5 percent increase in property tax. That wasn't a total increase in property tax generated in total. It was just that was the amount of property tax we were devoting towards the general fund this year versus the capital fund which saw a 33 percent decline this year.

The reason I bring that up is I just know next year is on track to being a difficult year. And so I want to express appreciation for your patience with us as staff as we work through and try to balance a budget that will work. Clearly it's always nice to be able to demonstrate that taxes went down. But I will be honest that these constraints do have an impact on our ability to operate. And clearly it's bigger than us. It goes beyond the Village of Pleasant Prairie. And while we look forward to the closure of TID 2, we know that that's just one jump. It doesn't necessarily assist us as operating expenses continue to increase. So I just want to make that comment that Kathy did an excellent job this year guiding us. And the department heads also spent a lot of time also working through the budget. I know that there's always more to be done. And so I'll let that comment rest.

John Steinbrink:

I just want to like Mike comment and thank all the departments for the work they do. If you look at the graph and what percentage the Village takes of your tax dollars, Village residents are definitely getting their money's worth for the dollars they're submitting in the work we do. The Village is all about service, and that's what we provide. And the level of service never seems to diminish, it only gets better. We talk to people and especially those that have moved out here from the city or somewhere else that didn't have the local service we enjoy here in the Village, and they can't say enough about what they see out here and what they get, everything from the garbage and leaf collection to the fire, the streets being plowed. I mean I get no complaints on that.

Dave Klimisch:

With all of these numbers that we just went through, the number that stands out in my notes is the foresight to save \$86,000 by calling a note early. There's lots of big numbers and there's millions of dollars everywhere coming and going. But to be able to have the resources needed and the money in the bank so that we can call the note we saved \$86,000 on the interest that we don't have to pay, that level of detail and planning speaks to. President Steinbrink says we're able to do a lot with finite resources because we're able to find edges like that in our budget that provides leverage elsewhere so thank you for that.

Michael Serpe:

I see the Village growing at an alarming rate. And at some point in the near future we're going to have to address emergency services both in police and fire. You can't add millions and millions of square feet of commercial and industrial space, new housing, and not address how we're going to service those people with emergency services. And I give community development all the credit in the world for bringing all these projects forward. They're all great. They're good for the tax base. But with the levy limits that we're under we still are going to have to address the emergency services. And if you ask any resident in this Village what's the most important thing that we can provide I think emergency services would be right up there at the top. And at some point in the near future that's going to have to be addressed seriously.

John Steinbrink:

If there are no further comments we have a motion and a second. Is this a roll call? No. Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries. That concludes Item 4 of the public hearing.

POLLOCOFF MOVED FOR APPROVAL OF RESOLUTION #19-42 ADOPTING THE 2020 BUDGET AND PROPERTY TAX LEVY INCLUDING CAPITAL, DEBT SERVICE AND OTHER FUNDS OF THE VILLAGE BUDGET; SECONDED BY KECKLER; MOTION CARRIED 5-0.

5. CITIZEN COMMENTS

Jane Snell:

Mr. President, there were no signups this evening.

John Steinbrink:

Anyone wishing to speak under citizens' comments? Hearing none I'll close citizens' comments.

6. ADMINISTRATOR'S REPORT.

7. PRESENTATION - EMPLOYEE PAID TIME OFF (PTO) POLICY.

Carol Willke:

Mr. President and members of the Board, I don't think that's supposed to be office, I think it's off. The PTO --

John Steinbrink:

I always read what you give me here. It didn't make any sense to me but I read it anyway.

Carol Willke:

But you read it anyway. Well, as you all know we periodically do an update to our handbook. And this year when we were doing the update and thinking about what we wanted to change, we were also keeping in mind the survey that we did, the employee survey that we did in 2018. So we tried to take and incorporate as many of those recommendations and wish lists of the employees that we could.

So one of the things that they talked about a lot was our PTO policy which at the time -- right now we have vacation time and discretionary time. So we are going to take those two policies and combine them to have one paid time off policy. You guys had a chance to look at the ten page policy. We're obviously not going to talk about the entire ten pages. So we're just going to hit some of the highlights.

So full-time employees some of the changes are going to be that the employees will be awarded paid time off upon hire. Typically what we've done in the past is that you have to work for the Village for an entire year before you get any paid time off, and that's kind of unrealistic in today's world. So the year you're hired you're going to get some time ranging from six days to one day depending on when in the calendar year you're hired. And then you do not have to wait that entire year before you take your time.

Eligible employees can roll over 40 hours at the end of the year if they have excess vacation time. In the past we've never allowed that. It's always been a use it or lose it proposition. There's going to be more flexibility in how they use their time. Before with the vacation and discretionary those were two different buckets and they used it differently. Now all the time will be available to employees to use as they wish. And then for our employees who are required to attend these evenings meetings they will accrue additional time, not just department heads but anybody else who is required to come to meetings on a regular basis.

Part-time employees is kind of the same. They had to work here for an entire year, the year they were working plus another entire year before they got any PTO time. So, again, we are changing that so they can get some time upon hire. And they will also accrue their time quicker. They have the same flexibility in using that time whenever they want. And then our part-time employees who become full-time employees will receive service credit for those part-time hours.

In the past once you get started full time you just started from day one and you didn't get any of your part-time hours considered.

In addition to the PTO, again, the extra time for people who attend meetings we still get ten paid holidays. And then our extended leave which is kind of like a sick leave bank we accrue that at eight hours per month. And they will be able to use that a little bit easier also. So we're hoping that employees really appreciate this. And not only are we trying to attract new talent, and this is one way that will be able to help do that also, but our current employees will I think be a little bit happier. So if you have any questions I'd be happy to take them.

[Inaudible]

Carol Willke:

They have to be required.

Dave Klimisch:

I agree. I think kind of policy is going to make us more nimble and more attractive to a quality talent that wants to come to a good home that appreciates their work especially having PTO from the day they're hired.

Nathan Thiel:

One thing we noticed in the survey that we took pay, of course, is always a highlight. But really a lot of the flexibility that was being requested was on the paid time off policy. And so we spent quite a bit of time talking about logistics and trying to -- there were some inconsistencies, too, and trying to make sure that we kind of worked through those things so that -- anyway, the point is that I'm really excited about the changes that we made. And I feel that they'll be well received by our employees and also as we recruit new employees, too, to the Village as well.

Michael Serpe:

Are we looking to adopt this or approve it or receive and file? What do you want to do? Receive and file?

John Steinbrink:

I think it was a presentation, correct?

Carol Willke:

Right. This will go into effect January 1st of 2020.

Michael Serpe:

I make that motion to receive and file.

Dave Klimisch:

Second.

John Steinbrink:

Motion is made to receive and file. Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries. Thank you.

SERPE MOVED TO RECEIVE AND FILE THE EMPLOYEE PAID TIME OFF (PTO) POLICY; SECONDED BY KLIMISCH; MOTION CARRIED 5-0.

8. NEW BUSINESS

- A. Receive Plan Commission Recommendation and consider approval of Ordinance #19-41 a Zoning Text Amendment to amend and correct the 118th Avenue and STH 50 Planned Unit Development Ordinance.**

Jean Werbie-Harris:

Mr. President and members of the Board, on October 14, 2019, the Plan Commission approved a Resolution 19-14, and this is to initiate an amendment to the 118th Avenue and Highway 50 Planned United Develop or PUD ordinance. And this is to correct a section of the ordinance related to open space to comply with the open space calculations shown on the final approved plans which is part of Exhibit B of the ordinance.

In 2004 the Board had adopted an Ordinance 04-27 related to the redevelopment of three properties located at the southwest corner of 118th Avenue and Highway 50. This included Walgreens on Lot 2, La Quinta on Lot 4 and the vacant property east of La Quinta on Lot 3. In addition, the Board adopted some minor modifications to the PUD in 2009 through Ordinance 19-06 and in 2011 by Ordinance 11-04 related to building colors and materials of La Quinta when they did their modifications, as well as some pavements setbacks as a result of the DOT acquiring additional right of way. So earlier this year it was brought to the Village's attention by the

landowner as they were going through some refinance work that the text related to the open space was inconsistent with the final developed plans that were approved by the Village.

So, therefore, what we're trying to do is correct that PUD text ordinance to reflect what's consistent on the exhibit that was approved by the Village. So the few minor changes are that Lot 2 shall be not less than 28 percent green space or open space, Lot 3 shall be not less than 36 percent, and Lot 4 shall be not less than 15 percent. The Plan Commission recommended approval of these modifications as requested.

Dave Klimisch:

I move approval of Ordinance 19-41.

Michael Serpe:

Second.

John Steinbrink:

Motion and a second for adoption of Ordinance 19-41. Any further discussion? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

KLIMISCH MOVED FOR APPROVAL OF ORDINANCE #19-41 A ZONING TEXT AMENDMENT TO AMEND AND CORRECT THE 118TH AVENUE AND STH 50 PLANNED UNIT DEVELOPMENT ORDINANCE; SECONDED BY SERPE; MOTION CARRIED 5-0.

B. Consider approval of TID #5 - Municipal Revenue Obligations dated January 1, 2019 and January 1, 2020.

Kathy Goessl:

Mr. President and Village Board, this is a municipal revenue obligation that we're looking at issuing for both 2019 January and 2020. Gateway owned by WisPark is part of TID #5. And annually to be issued this MRO which is a municipal revenue bond obligation, they need to submit in their paperwork in terms of what invoices they paid for public improvements and lien waivers as of October 1st of each year. Last October 1st they submitted \$870,00 worth of expenditures which is detailed in your packet. And then this year as of October 31st they submitted in \$1.6 million of expenditures. And per the development agreement we will issue

municipal revenue bonds which will bear an interest rate of prime plus three percent. I'm asking approval for both the January 1st and the January '20 MROs.

Currently we do not have final levy certifications when I wrote this letter. But we currently do have it. So what we do to figure out what they should get of Tax Increment District #5 is take their increment value which is valued at a little over \$2.4 million which is mainly the Kwik Trip property and land depreciation value. And we divide it by the total increment value of TID #5 to get what percentage of increments related to them which at this point is 4.35 percent. And so when we take that times increment we're looking at about \$46,000 that they will receive for the improvements in that district. So I'm recommending approval of the two MROs, one dated January 1st, the initial MRO '19, and the updated one January 1, 2020.

Kris Keckler:

So moved.

Dave Klimisch:

Second.

John Steinbrink:

We have a motion and a second. Any further discussion? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

KECKLER MOVED FOR APPROVAL OF TID #5 - MUNICIPAL REVENUE OBLIGATIONS DATED JANUARY 1, 2019 AND JANUARY 1, 2020; SECONDED BY KLIMISCH; MOTION CARRIED 5-0.

C. Consider approval of Resolution #19-43 authorizing the placing of utilities and special charges on the tax roll.

Kathy Goessl:

In your agenda packet is a summary and a listing of items we want to put on the tax roll. They total \$363,661.12. A majority is special charges mainly being utility bills of \$292,000. Last year we put \$333,000 on the tax roll so this is up a little bit. One of the bigger charges in our delinquent invoices is picking up or demolishing of property which totaled \$35,000 on the tax

roll. Other things on the tax roll for delinquent invoices are sidewalk replacements, snow removal, weeds and police false alarms and some fire inspections. We have very little in terms of special assessments. So I'm looking for authority to place \$363,661.12 on the tax roll.

Kris Keckler:

Move approval of Resolution 19-43.

Dave Klimisch:

Second.

John Steinbrink:

Motion and a second. Any further discussion? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

KECKLER MOVED FOR APPROVAL OF RESOLUTION #19-43 AUTHORIZING THE PLACING OF UTILITIES AND SPECIAL CHARGES ON THE TAX ROLL; SECONDED BY KLIMISCH; MOTION CARRIED 5-0.

D. Consider approval of Resolution #19-44 to Amendment of the 2019 General Fund Budget.

Kathy Goessl:

19-44 is relating to the general government fund budget. Snowplowing events and expenses for the public works has exceeded averages. In January and February they were already exceeding averages, and with the early snowfall in November we have increased that amount even more. Right now we're looking at three different accounts being budget amended for a total of \$250,000 of amendments. We're looking at salt, they had to purchase an additional \$86,000 in salt. And the personnel is estimated to be up \$71,000 above the average. And fleet internal service which is the vehicles they use to plow is looking to be up \$93,000 for a total of \$250,000 in that category. And then we're also looking at a budget amendment of \$8,500 for the IT department due to consulting services when we upgraded our software Munis financial software from 2011 to 2019. We're looking at exceeding the budget by \$8,500 for time spent by a retired employee that has come back to be a consultant. So I'm looking for approval of 19-44 to take from the reserves to cover these expenditures.

Michael Serpe:

Move approval of 19-44.

Mike Pollocoff:

Second.

John Steinbrink:

We have a motion and a second. Any further discussion?

Dave Klimisch:

I have a quick question. Do you know how much the snowplowing budget is overall. We're adding \$250,000.

Kathy Goessl:

I have the hours here. So basically their average hours was 2,600 for an average winter. So far year to date they've spent 3,600 hours snowplowing. And they're estimating another 1,774 for November into December.

John Steinbrink:

Nobody appreciates the weather. Any further discussion? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

SERPE MOVED FOR APPROVAL OF RESOLUTION #19-44 TO AMEND THE 2019 GENERAL FUND BUDGET; SECONDED BY POLLOCOFF; MOTION CARRIED 5-0.

E. Consider approval of Resolution #19-45 to Amendment of the 2019 Fleet Internal Service Fund Budget.

Kathy Goessl:

For the fleet internal service budget I'm asking for an amendment. Last year during 2018 a garbage truck was ordered for \$229,545. But it wasn't received until 2019. We were expecting it to be received by 2018, therefore we didn't budget for it or budget for a carryover when we did the budget for 2019. So the PO that was created in '18 was cancelled, and now we're asking -- a new PO was created, the garbage truck was received beginning first quarter I believe of 2019 throwing them over budget. So we're asking for a budget amendment to make that right and increase the budget for that garbage truck that was carried over from 2018.

Mike Pollocoff:

I have a question. Was this a particulating or was it a packer?

John Steinbrink, Jr.:

We just got two garbage trucks. One of them was a side load, the other one was a rear load.

Mike Pollocoff:

Oh, okay.

John Steinbrink, Jr.:

The rear load was a used vehicle. I believe this one was a side loader.

Mike Pollocoff:

Okay. I move approval for Resolution 19-45.

Kris Keckler:

Second.

John Steinbrink:

We have a motion and a second. Any further discussion? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

POLLOCOFF MOVED FOR APPROVAL OF RESOLUTION #19-45 TO AMEND THE 2019 FLEET INTERNAL SERVICE FUND BUDGET; SECONDED BY KECKLER; MOTION CARRIED 5-0.

9. CONSENT AGENDA

A. Minutes of Meetings:

- 1. October 21, 2019 Regular Meeting**
- 2. November 4, 2019 Regular Meeting**
- 3. November 4, 2019 Workshop**

B. Fountain Ridge Letter of Credit Reduction Request No. 11

C. Disallowance of Claim - Demetrius Terrell

Mike Pollocoff:

Move approval of the consent agenda as presented.

Kris Keckler:

Second.

John Steinbrink:

Motion and a second. Any discussion? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

POLLOCOFF MOVED FOR APPROVAL OF ALL ITEMS UNDER THE CONSENT AGENDA; SECONDED BY KECKLER; MOTION CARRIED 5-0.

10. VILLAGE BOARD COMMENTS

John Steinbrink:

I just want to thank everybody that helped with the veteran's ceremony, especially Heather Jacobsen. And John's group over there did a great job setting up and making it run smoothly. A

lot of people participated from the Girl Scouts, and I don't remember the troop right now. But Culver's and Ruffolo's and Jimano's all made donations. A great turnout by the Vietnam vets, especially our Honor Guard did a great job, the Police Honor Guard. Chief, thank them. And the other veterans that were all there made it a special event.

Also, Roger Mayer passed away this past week. Once again, our Honor Guard was there at his wake there, and they did an outstanding job. The professionalism and what they present when they're at these events and other places is great. It takes time out of their schedules, and I know they're busy and they have their regular jobs. And what they do is just a very good presentation for the Village. Any other Board comments?

Kris Keckler:

Happy Thanksgiving.

John Steinbrink:

And Halloween was good, too, especially when you had it on a Sunday. Less snow.

Michael Serpe:

And, John, you did a good job at the ceremony on the veterans also. Very well presented.

John Steinbrink:

That's set up by John's department. If you follow the script you can't screw up. If they put the right words in the script.

11. ADJOURNMENT

Michael Serpe:

I'd move to adjourn.

Kris Keckler:

Second.

John Steinbrink:

Motion to adjourn and second. Those in favor?

Voices:

Aye.

John Steinbrink:

Motion carries.

**SERPE MOVED TO ADJOURN THE MEETING; SECONDED BY KECKLER;
MOTION CARRIED 5-0 AND THE MEETING WAS ADJOURNED AT 6:54 P.M.**