



VILLAGE OF WEBSTER

BUDGET WORKSHOP MEETING MINUTES

Thursday– November 2, 2023 @ 4:00 p.m.

Webster Village Office

7461 Main Street West, Webster, WI

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- I. **CALL TO ORDER** – Village President, Bill Summer called the meeting to order at 4:05 p.m.
- II. **PRESENT** – Village President, Bill Summer; Trustees, Ed Dedman; Kelsey Gustafson; Tim Maloney; Matt Stuart and Charlie Weis. Others: Auditor, Jonathan Sherwood – CliftonLarsonAllen; Public Works Director, Jay Heyer; Police Chief, Stephenie Wedin and Clerk-Treasurer, Debra Doriott-Kuhnly. Absent: Trustee, Aaron Sears.
- III. **PUBLIC NOTICE OF AGENDA** – Motion to approve the agenda as presented made by Trustee, Stuart; seconded by Trustee, Dedman. **Motion carried 6-0.**
- IV. **2024 BUDGET DISCUSSION** - Village President, Summer gave the floor to Auditor, Jonathan Sherwood. Jonathan explained the budget spreadsheet that was provided. 2022 actual and YTD 2023 numbers are listed and estimated year end numbers. Jonathan and Deb set the initial 2024 budget numbers. He stated all the known increases in revenue line items and expense line items have been updated. He then reviewed the Municipal Levy Limit Worksheet with the board. He pointed out that #3 is general obligation debt, not just general fund, so it includes water and sewer. Although water and sewer funds pay for their debt; ultimately, it's general obligation and paid for by the taxpayers. Net New Construction is .34%. He then explained that the value of the TID increased at a rate greater than what everything else in the village increased. Although the levy is staying the same as last year, the assessed mill rate will increase by 4.9%. This equated to a \$72.00 property tax increase per \$100,000 assessment. At this point in the budget, the total Property Tax Levy will be \$430,264. *Maloney questioned the equalized value amount, on page 9 of the spreadsheet, as he read the DOR would be increasing the village by 29%. Jonathan confirmed, via the DOR website, and changed the spreadsheet; resulting in 2.9% mill rate, which would be a \$44.00 property tax increase per \$100,000.* To recap, the total property tax levy is initially the same total as last year: \$430,264. Of that, \$420,000 of the budget will be used for the General Fund and the remaining amount is in the Capital Replacement Fund for further discussion. At this point, there is no money left, again, for Street Construction Funds. Jonathon then spoke of allowable Levy. He stated that the skid steer debt will be paid off in 2024 so will not be able to use that under general obligation. Jonathan suggested considering borrowing funds for capital improvement projects so will have flexibility on levy limit worksheet. Dedman asked if village should be carrying more debt/is it to its advantage. Jonathan said yes. Dedman asked the comfortable level of debt for village our size. Jonathan said 10% of equalized value – we could 5 times the general obligation debt we currently have and be compliant with state statute. Other municipalities take on debt to pay for capital items and then build it into their levy. Can also borrow for matching funds on grants. The village debt limit for 2023 could be as high as \$2.5 million and we currently have \$600,000 of general obligation debt. Jonathan recommends working with Ehler's on funding for projects. Jonathan then spoke of the Expenditure Restraint Program (ERP). The village can add about \$9,800 to the budget and still qualify for ERP. The village already has about \$10,000 freed up for Capital Replacement or Street Construction Fund.

The board reviewed the budgeted Revenue accounts. Jonathan pointed out the State Aids has already been updated based on information received from DOR and DOT. Shared Taxes from State and State Transportation Aid did increase for 2024. Discussed the significant reduction in Fines & Forfeitures revenue received YTD in 2023. Nice increase in RV Dump Revenue and Building Permit Fees Revenue.

Next, the expenditures were discussed. Increases in Employee Wages, Benefits and Retirements have been updated. Fire Associations Dues will be decreasing in 2024 in Public Safety Expenses. As a reminder, Public Works Employees wages, benefits, etc and specific expenses are split between the appropriate line-item accounts in general, water and sewer funds; and the budget worksheet are those only for the general fund. Discussion took place on Heyer's pay out hours upon his retirement. Jonathan recommends incurring the expense in 2023, at the end of the audit, and the dollars physically get paid out can take place early 2024. The village will add \$500 for Animal Shelter (HSBC) under Health and Social Services, and \$10,000 for Zoning Administrator under Conservation and Development.

Total Proposed Revenues for 2024 Budget are as follows:

- General Property Taxes - \$420,752
- Other Taxes - \$16,000
- Intergovernmental Grants/Aids - \$283,347
- Licenses and Permits - \$7,535
- Fines and Forfeitures - \$12,000
- Public Charges for Services - \$3,630
- Intergovernmental Charges for Service - \$15,000
- Miscellaneous - \$27,610

Total 2024 Revenues - \$785,874 for a 2.84% change from 2023.

Total Proposed Expenditures for 2024 Budget are as follows:

- General Government - \$168,377
- Public Safety - \$335,408
- Public Works - \$150,230
- Health and Human Services - \$3,800
- Library Levy - \$42,147
- Culture, Recreation and Education - \$42,477
- Conservation and Development - \$12,270
- Debt Service - \$31,165

Total 2024 Expenditures - \$785,874 for a 2.84% change from 2023.

Capital Replacement Fund:

The Capital Replacement Fund will be allocated \$9,512 additional dollars for 2024. The total Capital Replacement Fund beginning balance for 2024 is \$51,739. Again, discussed taking out debt for Capital Replacement.

Earmarking of the 2024 Capital Replacement Fund will be done by the board at time of adoption.

Street Construction Fund (Capital Projects Fund):

The Street Construction Fund beginning balance for 2024 is \$25,266. There is \$0 new allocated dollars for 2024. Discussed taking out debt and or grants for Street Construction projects.

The General Fund Tax Levy will be \$420,752. The Total Property Tax Levy will be \$430,264 (*general fund \$420,752 + \$9,512 capital replacement fund + \$0 street construction fund*).

Jonathon went over the estimated Village Tax Rate Calculations: property tax levy, equalized value without TID and with TID, assessed value, estimated mill rates and estimated Village Tax on \$75,000 (increase of \$33) and \$100,000 (increase of \$44) Assessments. The 2023 Tax Roll (for 2024) will see a 0% property tax levy increase with a 2.99% increase in assessed mill rate; compared to 8.65% last year.

- V. **ADJOURNMENT.** Motion was made by President, Summer to adjourn the Budget Workshop Meeting at 6:20 p.m., seconded by Trustee, Stuart. **Motion carried 6-0.**

Respectfully submitted,

Debra Doriott-Kuhnly

Debra Doriott-Kuhnly, Clerk-Treasurer
November 2, 2023

***These minutes are subject to approval at next month's Regular Meeting.