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1. CALL TO ORDER: The special budget meeting of the Oregon Village Board was called to order by President Luebke at 5:30 p.m. on Monday, October 13, 2003.
2. ROLL CALL: Present: Jerry Luebke, Jerry Bollig, Darrell Klimke, Bob Munson, Eric Poole, Marv Severson and Steve Staton. Also present: Village Administrator Mike Gracz, Finance Director Renee Hoeft, Deputy Clerk Becki Reilly, Public Works Director Mark Below. CDA members: Scott MacWilliams, Jeff Bergey and John Dietz.
3. CABLE BUDGET 2004 Ron Vernon appeared to provide information and answer questions. Bollig asked about the existing fund balance. Vernon stated that it is intended to be used to pay for a new larger home with a studio allowing for more student participation and learning. Motion by Bollig to **accept the cable TV budget as presented**. Second by Munson. Motion carried 7-0-0.
 - a. Discussion on long-term location of Cable office and rent. The long term location and the possibility of raising the Cable rent will be discussed at the November 10, Finance Committee meeting.
4. APPROVAL REQUEST FOR STATE TRUST FUND LOAN APPLICATION FOR NEW WATER TOWER Impact Fees will eventually pay for the water tower, however we may need to do some short term borrowing until such time that all of those fees are collected. If the money is borrowed in this manner there will be no debt issuance fees. At this time we are not approving the borrowing, only approving the request for an application. Motion by Bollig to **approve the request for a State Trust Fund Loan Application in the amount of \$450,000 for 5 years**. Second by Klimke. Motion carried 7-0-0.
5. DISCUSSION WITH CDA
 - a) Discussion of Downtown TIF Creation and Authorizing 2003 TIF Process

Mitch Milheim of Stifel, Nicholaus & Co. appeared to present his scenarios for TIF creation. Milheim and Village staff are recommending scenario C. Milheim stated that he feels scenario C is the only scenario that will prevent the TIF from hitting the Village tax rolls, but it must be coupled with a developer's agreement requiring a guarantee of increment. After reviewing scenario C, Dietz asked about the \$275,000 in street improvements. Hoeft explained that the \$275,000 would be an advance from the street improvement funds and these improvements are necessary for this project as well as to facilitate other upcoming downtown street improvements. Village staff with the assistance of Milheim, and other Village consultants will draft the TIF creation documents. Kathy Maves appeared to answer questions about her proposed project. Luebke asked if she is prepared to invest 10 to 20% of the investment in cash. Maves stated that it is hard to guarantee that at this moment, her estimates are a year old and does not feel that she has adequate information tonight. \$1,000 is needed to pay for the developer's agreement, \$5,000 is needed for TIF creation in 2003 and an additional \$5,000 will be needed in the 2004 budget to complete the TIF. It was the consensus to move forward with this project. Motion by Bollig to **approve the expenditure of up to \$1,000 for the Maves' developer's agreement and \$5,000 in 2003 for the creation of the TIF**. Second by Severson. Motion carried 7-0-0.

- c.) CDA Budget. Motion by Bollig to **approve the 2004 CDA Budget with the addition of \$5,000, bringing the levied amount up to \$13,000 and deleting the Façade grant revenues and expenditures.** Second by Klimke. Motion carried 7-0-0.
- b) Street Improvements and Downtown Improvements. Motion by Staton to **approve the 2004 street improvement budget with the addition of \$275,000 to both the capitol improvements and debt proceeds lines.** Second by Klimke. Motion carried 7-0-0.
6. SCHEDULE NEXT CDA MEETING The next CDA meeting will be held Wednesday, December 3, 2003 at 7:00 a.m.
14. FINANCE DIRECTOR AND CLERK'S BUDGET MEMORANDUMS Luebke likes the suggestion that we encourage people to use automatic debit for their utility bills and the concept of having consultants bill developers directly.
15. VILLAGE ADMINISTRATOR Motion by Poole to **approve the 2004 Village Administrators budget as presented.** Second by Staton. Motion carried 7-0-0.
16. VILLAGE CLERK/TREASURER OFFICE Motion by Staton to **approve the 2004 Village Clerks and Treasurers budget.** Second by Poole. Motion carried 7-0-0.
17. BUILDING IMPROVEMENT There are dollars in this fund from the 1999 bond issue that were intended to be used for building improvements. A large amount of the funds were used for the 1999 flooding. Staff has requested to use \$10,000 to improve the Clerk's Office area. The work will be done in the winter by Public Works staff. The front office will be reconfigured, creating better traffic direction and possibly building a room to house the copier and facilitate packet assembly. Klimke recommended increasing the amount, not exceed \$20,000. Staton feels that a planning consultant should be contacted so that we maximize the impact of the remodel. Motion by Bollig to **approve the 2004 Building Improvement budget with an increase to Village Hall Buildings of \$10,000, making a total of \$20,000.** Second Munson. Motion carried 7-0-0.
18. OFFICE EQUIPMENT REPLACEMENT Hoeft stated that the goal is to get on a scheduled rotation of computer replacement. Motion by Staton to **approve the 2004 Office Equipment Replacement budget as presented.** Second by Munson. Motion carried 7-0-0.
19. OTHER GENERAL GOVERNMENT Motion by Bollig to **approve the 2004 Other General Government budget with the increase in Youth Center by \$1,200 making the total \$7,200.** Second by Munson. Motion carried 7-0-0.
20. TRANSFERS Motion by Klimke to **approve 2004 Transfers as presented.** Second by Staton. Motion carried 7-0-0.
21. OUTSTANDING BUDGET ACCOUNTS/FUNDS No action at this time.

22. ADOPTION OF 2004 PRELIMINARY BUDGET AND SCHEDULING OF PUBLIC HEARING : NOVEMBER 17, 2003 @ 6:00PM (MOVED TO FUTURE MEETING)
No action at this time.

The Board took a recess at 6:48 p.m.

The Board reconvened at 7:00 p.m.

Luebke welcomed the Park Board. Park Board Chair, Jon Blanchard introduced the Park Board. Karen Gipp, Pat Kanable, Ron Novinska and Dan Schmidt. Gary Wille was absent.

11. VILLAGE BOARD AND PARK BOARD REVIEW 2004 PARK FUND & KELLER ALPINE MEADOWS PARK AND GENERAL FUND PARKS Hoeft reviewed the 2004 budget for the Park Fund. Some items are being carried forward because they were not completed in 2003. One of those items is a tennis court backboard at a cost of approximately \$500. Blanchard would also like to see the \$3,000 for wood chips be increased. Our insurance carrier has asked us to remove the sand that is currently under the playground equipment and replace it with wood chips, this is a safety issue. Approximately 1/3 of our parks have been done, this project is being staggered. Blanchard would like to see the amount raised to \$10,000 and accelerate the replacement. Motion by Klimke to **increase the 2004 Park Board Operating Supply line to \$10,000.** Second by Bollig. Motion carried 7-0-0. Motion by Staton to **increase 2004 Park Playground Equipment by \$500 to \$39,000 to include backboards for the tennis courts.** Second by Klimke. Motion carried 7-0-0. Motion by Staton to **approve the 2004 Park Fund budget as amended.** Second by Bollig. Motion carried 7-0-0. Motion by Klimke to **approve the 2004 Keller Alpine Meadows Park Fund budget as presented on pages 133 and 134.** Second by Bollig. Motion carried 7-0-0. Motion by Klimke to **approve the 2004 Park General Fund budget as presented on pages 135 and 136.** Second by Bollig. Motion carried 7-0-0.
7. CALL MEETING TO ORDER – PARK BOARD Blanchard called the Park Board meeting to order at 7:30 p.m.
8. ROLL CALL – PARK BOARD Present: Chair Jon Blanchard, Karen Gipp, Pat Kanable, Ron Novinska and Dan Schmidt. Absent: Gary Wille.
9. VILLAGE BOARD AND PARK BOARD ADJOURN INTO EXECUTIVE (CLOSED) SESSION PER THE EXEMPTION UNDER WISCONSIN STATUTES SEC. 19.85(1) (E) TO DISCUSS ACQUISITION OF PROPERTY FOR WESTSIDE COMMUNITY PARK (KELLER ALPINE MEADOWS PARK) Motion by Bollig to **adjourn into Executive (Closed) Session at 7:30 p.m. per the exemption under Wisconsin Statutes Sec. 19.85(1) (e) to discuss acquisition of property for Westside Community Park (Keller Alpine Meadows Park).** Second by Poole. Roll Call: Luebke – aye, Bollig – aye, Klimke – aye, Munson – aye, Poole – aye, Severson – aye and Staton – aye. Motion carried 7-0-0. Motion by Gipp to **adjourn into Executive (Closed) Session at 7:32 p.m. per the exemption under Wisconsin Statutes Sec. 19.85(1) (e) to discuss acquisition**

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Joint Meeting including Village Board, Park Board and CDA
Monday, October 13, 2003

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of property for Westside Community Park (Keller Alpine Meadows Park). Second by Schmidt. Roll Call: Blanchard – aye, Gipp – aye, Kanable – aye, Novinska – aye, Schmidt – aye. Motion carried 5-0-0.

10. VILLAGE BOARD AND PARK BOARD RECONVENE INTO OPEN SESSION AT APPROXIMATELY 7:15PM

12. PARK BOARD ADJOURNS The Park Board adjourned from closed session.

23. ADJOURNMENT The Village Board adjourned from closed session.

Respectfully submitted by
Becki Reilly, Deputy Clerk