

**Village of Elm Grove**  
**Finance and Licensing**  
**Budget Workshop**  
**October 27, 2016**

Present: George Haas, Pat Kressin, Patty Kujawa, Glen Porter, and Glenn Schrubbe  
Also Present: Monica Hughes, Dave De Angelis, Tom Harrigan, Mary Stredni

Mr. Haas called the meeting to order at 7:00 pm.

**Discussion of Proposed 2017 Budget**

**General**

Bill Selzer, fire chief, was present to provide information and answer questions on his budget. He noted that there is no change to any of the proposed expenditures other than small increases reflected in a number of benefit lines which are consistent throughout the village department budgets. On call is budgeted at \$100,000 which is the same as previous years, though it was noted that we have been slightly under that in recent years. Chief Selzer also informed the committee that a purchase order has been issued for the new rapid response vehicle that is included in the 2016 approved capital purchases. This vehicle is not expected to arrive until 2017.

**Recreation**

Erin Cross, recreation director, presented her department budget. She noted that the budget is self-funded at about 85% which is much higher than most municipalities. Ms. Cross also provided the participation numbers for 2016 programs. She noted that one of the biggest areas for unplanned expenditures in 2016 and challenges for the department was the wading pool. It was determined that the pool has an underground leak and was closed most of the summer to the frustration of many residents. The recreation committee and village board is currently exploring building a splash pad in place of the wading pool. The village does not have any funds budgeted for this and would be looking to community support. Due to the planning process and cost it is not anticipated that it could be built next year. An item like this would normally be included in the five year capital project. The committee questioned if the wading pool would be repaired in the meantime and how that would be funded. Dave De Angelis, village manager, indicated that the pool would probably need to be repaired and those funds could come out of contingency in 2017. He expects the costs to be approximately \$10,000. If the village moves forward with the splash pad some of the underground piping could be laid at that time.

Ms. Cross also reviewed summer programs noting new programs that were well received. The campout in its second year saw increased participation and both junior lifeguard and youth baseball were successful. Adult knitting is providing the additional revenue in the adult program line. She noted that programs are continually reviewed and adjusted. She also noted small increase program expense for the costs of some of these programs. Training includes the cost of lifeguard certifications which was previously done in house. The success of the junior lifeguard program will hopefully provide future employees for the department.

**Court**

Jim Gage, police chief, presented the court budget which includes the costs to operate our municipal court. Legal fees included are specifically for municipal and circuit court. General village legal fees are

included in the general government budget. He noted a personnel change. The village previously had a part-time administrative employee who assisted the police department and municipal court. Hours for this employee have been reduced to only assisting at municipal court.

### **Dispatch**

Jim Gage also reviewed the dispatch budget noting the phone increase will be additional I-phones for some of the police officers. They are currently carrying older model flip-phones which do not allow access to many of the instant features available on smartphones for relaying and confirming information. A new line has been added for the maintenance costs of our new 911 equipment. This will be an annual charge and is new, there is no reduction to other costs. We are in a 7 year contract with City of Muskego and Village of Mukwonago. The equipment was purchased in partnership so our initial capital costs were 1/3 of the total costs and our maintenance costs will also represent 1/3 of the total costs.

### **Police**

Jim Gage, then presented the police budget. He noted that overtime has been budgeted higher than last year but is appropriate due to historical numbers. He is anticipating one retirement next November and perhaps an additional officer leaving to pursue a different career. He has small increases in other lines but due to the small dollars budgeted the percentages may appear substantial. The department is requesting a small increase to uniform cleaning and maintenance, also ammunition which has seen rising prices and is limited quantities.

### **EMS**

Monica Hughes reviewed the EMS budget. She noted a small increase in paid on call for 2016 and is again budgeted for 2017. Ambulance fee revenue is budgeted to increase slightly along with the expense for the billing service used. The department's fund balances were reviewed. The department receives money annually through a state program called ACT 102. These funds can be used for additional department expenses and equipment but are not to replace the budget. The department has used them to provide for paramedic training reimbursement as a number of department personnel have pursued this advanced level and also some equipment purchases that have enhanced the service. There is currently \$35000 in these funds. The department also received a substantial donation a number of years ago from a former resident to be used for department needs. There is currently \$64,000 in these funds. In recent years this donation provided funds to outfit the new TEMS program and some equipment.

### **General**

The committee questioned how soon a splash pad could be built if approved and where the funding could come from. Mr. De Angelis indicated that there is no funding currently in the budget and no funds in this year's budget that are available to begin setting aside funds for this project. This would normally be included in the capital budget and funded over a five year program. Projects are not normally included in this budget until the board has approved. To balance the current budget a number of items in the first draft of the capital budget have been moved out an additional year. He indicated if commitments were received for community support, even if that support would be coming in future years, the village could decide to build sooner but may have to use outside funding.

### **Other Business**

There was no other business. It was noted that the committee's regular monthly meeting will be next Monday and the final scheduled budget workshop is next Thursday, October 27<sup>th</sup>.

**Adjournment**

Mr. Porter and Mr. Kressin moved and seconded to adjourn the meeting at 7:40pm. Motion carried 4-0.

Respectfully,  
Monica L. Hughes