

Town of Verona  
Financial Sustainability Committee Minutes  
Town of Verona Community Room, 7669 County Highway PD, Verona, WI  
6/14/2018

**Present:** Laura Dreger, Douglas Wolf, John Senseman, and Bob Rego

**Absent:** Julie Bass-DeVries

**Also Present:** John Wright – Clerk-Treasurer and Amanda Arnold – Planner-Administrator

**Call to Order, Approval of Agenda** – Laura Dreger called the meeting to order at 9:01 AM. Senseman moved to approve the agenda; 2<sup>nd</sup> by Rego. Motion carried.

**Approve Minutes from March 22, 2018** – Motion by Senseman; 2<sup>nd</sup> by Dreger. Rego, who was absent at the April meeting abstained. Motion carried.

**Update on Five-Year Financial Management Plan** – Member Wolf presented a spreadsheet he created based upon an annotated budget prepared by Amanda Arnold and budget projections created by John Wright. Those budget items highlighted in red signify those that have Wright's formulae embedded. There was brief discussion as to whether the projections prepared by Wolf can be integrated with documents native to QuickBooks. Arnold believes she can export the format into Excel and thereby merge the two documents. Member Senseman noted that Wolf's spreadsheet included only income, not projected expenses. Wolf and Arnold agreed to schedule a time to meet within the next week to collaborate on the document and to refine it; without objection. Clerk-Treasurer Wright briefly reviewed the updated Local Levy Review table he had created for last year's narrative budget document. Based upon the Town assessor's Municipal Assessment Report, the Net New Construction number should be \$8,180,300. This number is divided by the prior year Total Equalized Value to derive a percentage. This percentage, multiplied by the prior year levy minus deductions for the tax value of annexed property results in a projected 2019 Levy Limit of \$1,101,179. However, annexations which occur prior to the end of this year will need to be factored in as further deductions and reduction of the Levy Limit.

Wright reported that he has done the preliminary update to the 2010 census address data. Razed homes have been removed, new roads added, and new address points added. Of particular note was the omission in 2010 of the Badger Prairie Health Care Center. It was noted that increases to the Town population can potentially lead to the ability to create a TID and/or become a Village.

**Review Past and Probable Future Annexations** – Arnold introduced an historical review of annexations since 2005 that Wright had created to track recent activity. There was brief discussion of the annexation of property on Maple Grove Road north of the Cross Country/Nesbitt intersection by the City of Madison. The annexation petition for sections of the City of Verona Northwest Neighborhood Plan totaling around 200 acres was discussed; Arnold reported that the petition will likely be allowed to fail so that additional land totaling around another 50 acres can be added to the proposed annexation. Arnold pointed out other locations for possible annexations for the near and distant future that includes the LB Land Investments property that had been Purple Cow Organics under consideration by the City of Verona. Lastly, there was brief discussion on an indeterminate number of acres on east Whalen Road that may be of interest to the City of Verona.

**Discuss Interim Market Update with a Possible Recommendation to the Town Board** – Wright noted that assessor Nick Laird advocated for an exterior revaluation of property at the May 31, 2018 Board of Review. The previous total revaluation was conducted in 2013. Currently, residential values are about 10% less than the market value, so an Interim market update would allow the assessor to adjust all residential properties based upon sales data since the prior revaluation to bring them up to 100% of market value. Similarly, there may be enough bare land sales of residential lots to also adjust the land tables for residential properties. The Town has budgeted \$8,400 for a maintenance contract for 2019; however, there is approximately \$15,300 in a Local Government Investment Pool account that has been

earmarked for the next Interim Market Update, Exterior Revaluation, or Full Revaluation. Pooling those two funds, an additional \$2,800 will need to be found in the 2019 budget to conduct an Interim Market Update, an additional \$17,800 for an Exterior Revaluation, or an additional \$27,800 for a full revaluation. Wright noted that the assessor is visiting every property for which a building permit is issued for significant work, so his records are updated with each of those visits. With only about 600 to 650 residences in the Town of Verona, a considerable number should have been visited since the revaluation in 2013. Senseman moved to recommend that the Town Board approve an Interim Market Update to be performed in 2019 unless Associated Appraisal proposed an exterior revaluation at an acceptable price expensed over a two-year period; 2<sup>nd</sup> Rego. Motion carried.

**Review Costs of Town Hall Improvements** – Arnold reported that \$5,000 has been budgeted for landscaping this year; however, the design agreed to by Doug Maxwell and Deb Paul for landscaping in front of the Town office will likely be closer to \$10,000. Arnold did note that income from Town Hall rentals is about \$1,500 greater than budgeted for 2018. Arnold noted that a local landscaping group will be selling plants to the Town at a discounted rate at the end of the season to reduce costs to the Town. Furnishings for the patio will be deferred until a future date; Arnold agreed to research those costs so that they can be figured into a future budget. Lastly, Arnold noted new recurring costs will need to be added to future budgets that include: window cleaning, carpet cleaning, touch to paint, and possibly contracting mowing services for the Town grounds.

**Schedule Next Meeting and Agenda Items** – the next meeting will be held on Thursday, July 19, 2018 at 9:00 AM. Items on the agenda will include:

- Call to Order, Approval of Agenda
- Approve Minutes from June 14, 2018
- Preliminary 2019 Budget Figures for Operating and Capital Costs
- Update on Five-Year Financial Management Plan
- Review Updated Costs of Town Hall Improvements if Available
- Schedule Next Meeting and Agenda Items
- Adjourn

**Adjourn** – Motion by Dreger; 2<sup>nd</sup> by Rego. Motion carried at 10:30 PM.

Approved: July 19, 2018

Prepared by: John Wright with Review by Amanda Arnold