

**VILLAGE OF COTTAGE GROVE  
VILLAGE BOARD OF TRUSTEES  
2018 BUDGET WORKSHOP  
Monday, October 29, 2018**

**MINUTES**

**1. Call to order**

The October 29, 2018 Budget Workshop of the Village Board of Trustees was called to order at 5:30 p.m. by Village President Jack Henrich.

**2. Determination of quorum and that the agenda was properly posted**

It was determined that a quorum of members was present, and that the agenda had been properly posted. Village Board members present were: Troy Allen, James Elmore, Jeff Lennberg arrived at 5:57 p.m. John Williams appeared by phone, Melissa Ratcliff and Jack Henrich. Staff present were Clerk Lisa Kalata, Treasurer Deb Winter, Administrator Matt Giese, Chief of Police Dan Layber, Director of Public Works JJ Larson, Director of Parks, Recreation and Forestry Sean Brusegar and Village Attorney Leighton Boushea.

**3. Pledge of Allegiance**

**4. PUBLIC APPEARANCES** – *Public's opportunity to speak about any subject that is not a specific agenda item.*

None

**5. Presentations to the Board**

**a. Presentation by Associated Appraisal Consulting, Inc.**

Associated Appraisal Consulting, Inc. was not present, they will be at the November 5, 2018 Village Board meeting.

**6. New Business**

**a. Discuss and consider approval of Developer Agreement with Punzarella LLC d.b.a. Oakstone Recreation Facility.**

Attorney Boushea gave a brief overview of the developer agreement, and ordinance to give approval for staff to complete the closing of the property on November 1, 2018. **Motion** by Allen to approve the developer agreement with Punzarella LLC, d.b.a. Oakstone Recreation Facility along with the Power of Attorney and Resolution, seconded by Russell. **Motion** carried with a voice vote of 6-0-0.

**b. Discuss and consider Resolution 2018-19; A resolution authorizing staff take all required action regarding Village Sale of Lot 2 CSM 11263 to and closing transaction with Punzarella, LLC d.b.a. Oakstone Recreation Facility.**

Action was taken in agenda item 6.a.

**c. Discuss and consider 2019 Preliminary Budget as recommended by the Finance and Personnel Committee and select Public Hearing Date for Adoption of the 2019 Budget.**

Giese gave an overview of the memo in the packet explaining the preliminary budget. Winter explained the changes that have happened since the Finance and Personnel Committee meeting, which reflected a decrease in levy by \$18,453 for a total levy of \$3,942,185. The department memos were discussed that were provided in the packet. Some of the questions from the Village Board were as follows:

Russell- Why was Flynn Hall contribution removed? Allen explained that it is not being used by Village residents and the revenue is not split equally. Williams asked if the equalized value included the Manufacturing. Winter indicated that it did. Allen questioned the compliance ratio if we will be in or out of compliance this year. Winter indicated that these are the final numbers from the State and the Village be out of compliance this year. Allen questioned if the police vehicle could wait until they switch out a patrol car. Layber indicated that the vehicle is needed, and the patrol cars would not make a good detective vehicle. Giese indicated that all the memos were covered in the financial management plan, other than the detective vehicle. Russell questioned if they did not contribute to Flynn Hall if this

would affect community groups? Giese indicated that they would look at the agreement for the notice requirements. Williams would like to discuss the Splash Pad and Bakken Park Shelter at a later meeting. Russell questioned if they needed to increase the legal counsel budget line item, as it appears that it has been over each year? This item was decided that they would keep it the same but have the Village Attorney report at the meetings of items he has been requested to work on and get approval at that time. **Motion** by Henrich to approve the 2019 Preliminary budget as presented with the updates from Treasurer Winter and set the Public Hearing date as November 19, 2018, seconded by Elmore. **Motion** carried with a voice vote of 7-0-0.

7. **Closed Session: The Village of Cottage Grove Finance and Personnel Committee will enter into Closed Session pursuant to Wisconsin State Statute §19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Public Works Foreman**  
**Motion** by Henrich to enter into closed session at 7:25 p.m., seconded by Ratcliff. **Motion** carried with a roll call vote of Allen AYE, Elmore AYE, Henrich AYE, Lennberg AYE, Ratcliff AYE, Russell AYE, Williams AYE.
8. **Reconvene into open session and possible consideration of closed session items**  
**Motion** by Ratcliff to reconvene into open session at 7:31p.m., seconded by Lennberg. Motion carried with a roll call vote of Allen AYE, Elmore AYE, Henrich AYE, Lennberg AYE, Ratcliff AYE, Russell AYE, Williams AYE.  
No action taken at this time.
9. **Adjournment**  
**Motion** by Elmore to adjourn at 7:32 p.m., seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

**Lisa Kalata, Clerk**  
**Village of Cottage Grove**  
**Approved: November 5, 2018**

**These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.**