

**VILLAGE OF LAKEWOOD  
MINUTES OF PUBLIC HEARING  
PROPOSED BUDGET FOR FISCAL YEAR 2018/2019  
APRIL 12, 2018**

The Public Hearing was called to order at 6:39 p.m. at RedTail Golf Club by President Serwatka. Present were Trustees Davis, McMahon, Odom, and Stephan. Trustee Rexroat was absent. Also present were Chief Administrative Officer Jeannine Smith; Village Clerk Janice Hansen; Village Treasurer Jean Heckman; Chief of Police Michael Roth; Benefits Coordinator Susan Villie; RedTail Golf Manager Terrance Remke; Water/Wastewater Operator Gary Zickuhr; and members of the public.

**CONFIRMATION OF PUBLICATION OF PUBLIC NOTICE:** Village clerk Janice Hansen confirmed publication of the Public Hearing in the Northwest Herald on April 3, 2018.

Chief Administrative Officer Jeannine Smith commented that this document is the culmination of hours of work by staff, along with the detailed Board review and input during the two Budget Workshops. It is important to note the year end balance shows a budget surplus for the General and Enterprise Funds, which includes investments in Village infrastructure, and it reflects a conservative approach to forecasted numbers. There are several changes in the proposed budget with up-to-date financial information. These reviews are summarized as follows:

**General Fund:** Revenues have been adjusted to reflect the most current estimates. *Road and Bridge* from \$258 to \$21,294 (clerical error) and *Sale of Village Assets* from \$0 to \$20,000 (sale of plow and dump trucks) *Wages-Part Time* from \$34,570 to \$34,318 (clerical error); *Computer Services* from \$7,000 to \$9,260 (clerical error); *Investigation Supplies* from \$1,535 to \$1,710 (added hepatitis & titer tests); and *Personnel Services* from \$257,981 to \$258,730 (clerical error).

**General Capital Fund:** Revenues have been adjusted to reflect the most current estimates. *Transfer In-Reserve* from \$314,000 to \$312,000 (removed maintenance item) and *Building Maintenance & Repair* from \$2,000 to \$0 (removed maintenance item).

**Special Service Area #3:** Expenditures have been adjusted to reflect the most current estimates. *Grounds Maintenance* from \$1,600 to \$1,375 (decrease in contract mowing price).

**Special Service Area #8:** Expenditures have been adjusted to reflect the most current estimates. *Grounds Maintenance* from \$2,500 to \$2,125 (decrease in contract mowing price).

**RedTail Golf Course Fund:** Expenditures have been adjusted to reflect the most current estimates. *Labor* from \$190,334 to \$204,367 (change in wages); *Lease Payments – Cart* from \$66,588 to \$51,331 (clerical error); *Food and Beverage Personnel* from \$51,209 to \$55,902 (change in wages); *Food and Beverage Other O/M/R Supplies* from \$2,500 to \$4,250 (added gas grill and propane); *Maintenance Personnel* from \$192,169 to \$210,909 (change in wages); *Administrative Personnel* from \$52,985 to \$52,944 (change in wages); and *Other Capital Projects* from \$102,070 to \$102,570 (added bike rack).

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**PUBLIC COMMENTS:** None

**VILLAGE BOARD COMMENTS:** Trustee Davis commented that it would be more appropriate to place Engineering Services-Stormwater under Public Properties instead of Building. He also remarked that RedTail's Revenues and Expenses increased; what happens if this goal is not reached. Chief Administrative Officer Jeannine Smith remarked the Golf Manager will manage golf staff and hours accordingly.

Trustee Davis expressed concern over the General Fund which appears to have decreasing reserves. CAO Smith replied that capital projects were paid out of this Fund and there is a need for a capital project plan.

Trustee McMahon is also concerned about the Village's Reserve Fund. He would like a funding mechanism to manage capital project expenses. He would like a strategy to set funds aside for large expenditures. CAO Smith agreed that there is a need for a capital plan, investment plan, and a comprehensive plan. Treasurer Jean Heckman added that there is a necessity to research expected revenues and separate needs from wants.

President Serwatka remarked that the Village has great talent from CAO Smith and Treasurer Heckman and will be able to research the Village's future financial needs.

Trustee Stephan commented on mowing expenses for Special Service Areas #3 and #8. CAO Smith will investigate this matter.

Chief of Police Roth would like the expenditure for breathalyzers removed at a cost of \$6,800 and be replaced with two new squad computers at a cost of \$4,273.48.

With nothing further to discuss, Trustee Stephan, seconded by Trustee Davis, moved to close the Public Hearing. Voting Aye: Trustees Davis, McMahon, Odom, and Stephan. Voting Nay: None. Absent: Trustee Rexroat. Motion declared carried. The Public Hearing closed at 7:07 p.m.

Janice S. Hansen  
Village Clerk

Approved: \_\_\_\_\_

Dated: April 26, 2018