



FINANCE COMMITTEE MEETING AGENDA

Friday, February 7, 2014 at 2:00 pm
 Fire Station – Small Meeting Room
 2258 Mill Road

For additional information check: www.sisterbaywi.gov

In order for everyone to hear the discussion please, turn off your cell phone. Thank you.

Call Meeting to Order

Roll Call

1	Chair – Shane Solomon		2	Dave Lienau	
3	Pat Duffy			<i>Administrator – Zeke Jackson</i>	
				<i>Finance Director – Juliana Neuman</i>	

Approval of the Agenda

Approval of minutes as attached

Comments and Correspondence

Discussion Items

1. Discussion on a policy regarding local purchases.
2. Discussion on potential Budget Amendments to CIP to fund Pavilion Project.
3. Consider a recommendation to the Board to disperse \$127,761 from the CIP to the Fire Department for the purchase of a new Tanker Truck.
4. Discussion on Stony Ridge Development; proposed TIF financing.
5. Discussion on future borrowings to fund planned capital projects.
6. Discussion on Marina budget projections.
7. Consider motion to convene into Closed Session pursuant to Wisconsin State Statutes 19.85(1)(c) to discuss personnel and employee benefits and 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
8. Consider a motion to reconvene into Open Session.
9. Consider a motion to take action, if required.
10. Matters to be place on a future agenda or referred to a Committee, Official or Employee

Adjournment

Public Notice

Questions regarding the nature of the agenda items or more detail on the agenda items listed above scheduled to be considered by the governmental body listed above can be directed to Village Administrator Zeke Jackson, at 920-854-4118 or at zeke.jackson@sisterbaywi.gov.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible preferably a minimum of 48 hours. For additional information or to request this service, contact the Sister Bay Village Administrator at 854-4118, (FAX) 854-9637, or by writing to the Village Administrator at the Village Administration Building, 2383 Maple Drive, P.O.B. 769, Sister Bay, WI 54234. Copies of reports and other supporting documentation are available for review at the Village Administration Building during operating hours. (8 a.m. – 4 p.m. weekdays).

I hereby certify that I have posted a copy of this agenda at the following locations:		
<input type="checkbox"/> Administration Building	<input type="checkbox"/> Library	<input type="checkbox"/> Post Office
Name _____ /		Date _____

1 the huge cost of an expected need for dredging. He also insisted that the problem is with the PILOT; the
2 Marina Committee has asked for a \$25,000 per year reduction over the next four years.

3
4 Solomon replied that changing the PILOT has not been taken 'off the table,' but he agreed with Lienau
5 that any adjustment requires a longer study of the whole picture.

6
7 Solomon suggested further splitting of the fire truck allocation since we have already set aside more
8 than enough money for the next fire truck purchase. (Solomon had contacted Fish Creek and Sturgeon
9 Bay about snow removal and is now convinced that the Trackless is the best equipment for that
10 purpose; he would like to see the \$25,000 Trackless request remain in the budget for 2014.)

11
12 Will \$25,000 will be enough for the Marina to do what it needs to do this year? Neuman noted that
13 there is already \$29,000 in the 2014 budget for capital costs. Lienau repeated that the Marina needs a
14 long-term plan and added that there is about \$350,000 in the CIP Fund that has not been specifically
15 allocated. (Later he said that the \$350,000 should remain intact, to be used to complete the waterfront
16 master plan, which details the need for bathrooms.)

17
18 The committee decided to recommend reducing the fire truck amount to \$25,000 in order to give a
19 grant of \$25,000 to the Marina.

20 *Motion: Lienau moved to recommend setting aside \$25,000 in 2014 in addition to the \$29,000 already*
21 *budgeted for Marina capital improvements for a total of \$54,000 pending a revised capital plan to be*
22 *submitted to Finance by the Marina Committee. Duffy seconded the motion and all agreed by voting*
23 *Aye.*

24 25 **2. Discussion on the 2014 COLA for Village employees**

26 Jackson requested motion on the cost of living increase, which is in the draft budget as 1.66%. Lienau
27 first wanted to consider whether the levy could be reduced to a percentage increase of less than the
28 current 6.38%. Solomon asked about the origin of the 1.66% COLA, and Neuman explained that
29 Lienau had provided that number as the CPI number approved by the DOR for bargaining agreements
30 for 2014. The Social Security increase for 2014 is 1.5%. The committee liked the DOR number because
31 it is what the County uses.

32 *Motion: Solomon moved and Duffy seconded to increase wages by 1.66% for 2014. All voted Aye.*

33
34 The wage increase for 2014 is only about \$4294, according to Jackson's calculations. [Note: actually a
35 decrease of \$3,169 due to Kufrin's retirement.]

36 37 38 **3. Consider a motion to convene into Closed Session pursuant to Wisconsin State Statute §19.85(1)(c)** 39 **to discuss personnel and employee benefits.**

40 None.

41 42 **4. Consider a motion to reconvene into Open Session.**

43 44 **5. Consider a motion to take action, if required**

45 46 **6. Review of the 2014 budget for distribution to Village Trustees**

47 Neuman reminded the committee of the Helms grant reserves, which the Board had decided to set
48 aside to help with debt service on the 2007 Notes as needed. The 2014 budget draft has not yet drawn
49 on these funds.

50

1 The committee estimated that the levy would have to be decreased by \$60,236 in order to keep the
 2 overall percentage increase at about 3%. Discussion followed about the how a reduction would affect
 3 the Allowable Levy in future years. Jackson pointed out that property values are also decreasing.

4
 5 Lienau asked whether part of the Unassigned Fund Balance above 25% could be used to reduce the
 6 levy. Jackson asked whether that wouldn't reduce our credit rating. Lienau said that he doesn't think it
 7 does if the reduction is for capital projects and not for general operating purposes. To do this, we would
 8 reduce the General Fund portion of the levy by \$25,000 and then reduce the Debt Service levy by
 9 \$60,236 minus the \$25,000, or \$35,236, which will come from the Helms Reserve.

10
 11 *Motion: Lienau moved to forward the 2014 Budget to the Village Board with a levy increase of 3.16%*
 12 *(a mill rate of .00469357, according to Jackson's calculations). Solomon seconded the motion and all*
 13 *agreed.*

14
 15
 16 **7. Matters to be placed on a future agenda or referred to a Committee, Official or Employee**

17 -- Neuman to revise the 2014 Budget and the Levy Limit Worksheet.

18 -- The 2014 Budget to be sent to Village Trustees.

19
 20 **Adjournment**

21 *At 3:05 PM Solomon moved and Lienau seconded that the meeting be adjourned. Motion carried.*

22
 23 Respectfully submitted,

24
 25
 26 Juliana Neuman
 27 Village Finance Director

28 Name: h:\files\active\agendas\finance\2013\2013_11\11052013 finance minutes - approved version.docx Created:
 29 5/21/2013 9:14 AM Printed: 2/5/2014 1:00 PM Author: Juliana Neuman Last Saved By: Juliana Neuman

Correspondence for next Finance mtg.

EPHRAIM-GIBRALTAR AIRPORT

October 2, 2013

Village of Sister Bay
David Leinau, President
PO Box 769
Sister Bay, WI 54234

Dear Mr. Leinau:

In 1943 the Fish Creek Men's Club and the Ephraim Men's Club proposed the purchase of property to build an airport. The purpose of the airport was to promote tourism to the Door County area to pilots who were fortunate enough at the time to be able to fly.

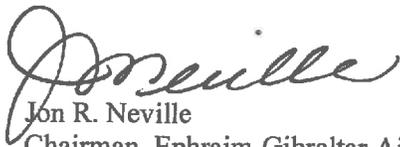
Over the past 70 years the Ephraim-Gibraltar Airport has experienced tremendous change. From a single sod runway to dual runways (paved asphalt and turf) with a state of the art lighting system, a self-service fueling system, 29 hangars, a courtesy van, 8 courtesy bikes and rental cars, the airport **remains** in the business of promoting tourism. Pilots/crew flying into the Ephraim-Gibraltar Airport to take advantage of the tremendous activities that Door County has to offer; we are considered a *destination airport*.

A study of the contribution of Ephraim-Gibraltar Airport to the local and state economy was recently completed by the Wisconsin Department of Transportation Bureau of Aeronautics. The economic impact of Ephraim-Gibraltar Airport is determined by assessing the economic output (sales), employment and personal income that can be attributed directly and indirectly to the airport. Economic impacts measure the importance of an airport as a business in terms of the employment it supports and the goods and services it consumes. One particular service that serves all is Flight for Life that routinely uses the airport as a staging point. The study estimated that Ephraim-Gibraltar Airport provides \$423,893 in economic output and contributed \$45,052 in personal income to the local Door County economy in 2007.

In order to continue our success we are seeking donations. As a community that benefits from the Ephraim-Gibraltar Airport we are asking for donations with a suggested amount of \$1,000. Whether funding for this donation is from your general fund or room tax revenues the donation will promote tourism in Northern Door County. Become a part of the Ephraim-Gibraltar Airport support team. I would be available to meet with you if you have any questions. Thank you for your consideration of this request.

Please mail your donation to: Ephraim-Gibraltar Airport, PO Box 850 Fish Creek, WI 54212.

Regards,



Jon R. Neville
Chairman, Ephraim-Gibraltar Airport Commission

JN/bh

PO BOX 850, 9667 MAPLE GROVE ROAD, FISH CREEK WISCONSIN
920-854-9711

**VILLAGE OF SISTER BAY
LOCAL PREFERENCE PURCHASING POLICY**

I. THE VILLAGE WILL GIVE A 2.5% VENDOR BID/PRICE PREFERENCE TO A LOCAL BUSINESS FOR GOODS, MATERIALS AND GENERAL SERVICES.

A. GENERAL SERVICES ARE DEFINED AS BASIC OPERATIONAL CONTRACT SERVICES SUCH AS PRINTERS, GARDENERS, JANITORS, ETC. GENERAL SERVICES DIFFER FROM PROFESSIONAL SERVICES, WITH PROFESSIONAL SERVICES REQUIRING A SPECIALIZED EXPERTISE OR SKILL SET. EXAMPLE, A GARDENER IS CONSIDERED GENERAL SERVICES, WHEREAS A LANDSCAPE DESIGNER WOULD FALL UNDER PROFESSIONAL SERVICES. THE VILLAGE ADMINISTRATOR WILL DETERMINE WHETHER A CONTRACTOR FALLS UNDER THE GENERAL SERVICES OR PROFESSIONAL SERVICES CATEGORY.

B. A LOCAL BUSINESS MUST BE IN OPERATION IN THE VILLAGE OF SISTER BAY FOR AT LEAST SIX (6) MONTHS TO QUALIFY FOR THE LOCAL PREFERENCE.

THE BUSINESS MUST HAVE A VERIFIABLE ADDRESS IN THE VILLAGE OF SISTER BAY AND MUST BE ABLE TO PROVE THAT THE BUSINESS HAS BEEN IN OPERATION IN THE VILLAGE OF SISTER BAY FOR AT LEAST SIX MONTHS.
THE BUSINESS MUST HAVE A VALID OCCUPANCY PERMIT WITH THE VILLAGE.

II. THE VILLAGE WILL CALCULATE THE BID PREFERENCE AS FOLLOWS:

A. THE LOCAL VENDOR'S BID/PRICE WILL BE REDUCED BY 2.5% WHEN COMPARING TO OTHER BIDS/PRICES. ASSUMING ALL ELEMENTS OF THE BID/PRICES ARE EQUAL (E.G., QUALITY, TIMELINESS OF DELIVERY, ETC) UPON CALCULATION OF THE 2.5% PREFERENCE, IF THE LOCAL VENDOR HAS THE LOWEST BID/PRICE, IT WILL RECEIVE THE CONTRACT SUBJECT TO THE VILLAGE ADMINISTRATOR'S OR, IF OVER \$25,000, THE BOARD'S APPROVAL.

III. THE VILLAGE ADMINISTRATOR OR DESIGNEE MAY WAIVE THIS PREFERENCE AND THE BID PROCESS AS A WHOLE IN THE EVENT OF AN EMERGENCY OR IF THE OPERATIONAL EFFECTIVENESS OF THE VILLAGE WOULD BE SERIOUSLY THREATENED IF THE PURCHASE OF GOODS OR SERVICES WAS NOT MADE IMMEDIATELY.

IV. PROFESSIONAL SERVICES CONTRACTS ARE EXEMPT FROM THE LOCAL VENDOR PREFERENCE. HOWEVER, WHEN ISSUING A RFP OR RFQ THE VILLAGE WILL PURSUE OUTREACH OF VILLAGE OF SISTER BAY CONTRACTORS USING AVAILABLE VENDOR INFORMATION SUCH AS THE SBAA MEMBERSHIP ROSTER.

V. THIS POLICY DOES NOT APPLY TO THE FOLLOWING PURCHASES OR CONTRACTS:

1. CONTRACTS DEFINED AS BEING FOR PUBLIC CONSTRUCTION, NOR TO ANY OTHER BID PROCESSES WHICH WOULD VIOLATE THE LAWS OF THE STATE OF WISCONSIN OR THE UNITED STATES OF AMERICA FOR COMPETITIVE BID, PREVAILING WAGE OR OTHER MANDATED REQUIREMENTS OR THRESHOLDS.

2. CONTRACTS WHICH ARE FUNDED IN WHOLE OR IN PART BY OTHER ENTITIES SUCH AS PRIVATE DONORS, OR OTHER GOVERNMENTAL UNITS/AGENCIES.

3. GOODS OR SERVICES PROCURED UNDER INTERGOVERNMENTAL AGREEMENTS.

Introduced at a regular meeting of the Board of Trustees of the Village of Sister Bay held this 11th day of February, 2014.

Passed and adopted this ___ day of _____, 2014.

David W. Lienau, Village President

ATTEST:

Christy Sully, Village Clerk

VOTE: Ayes _____ Noes _____

1 budget "is very tight", and the suggestion was made that fees for special events be increased
2 slightly. Funkhouser responded that the SBAA Board of Directors discussed this issue and de-
3 cided that it would not be a wise course of action as there is concern is that such actions could
4 deter people from coming to Sister Bay at all, which will hurt the entire business community. If
5 budget shortfalls do occur cost saving measures will be taken.

6
7 Lienau stated that he realizes there is a lot of "behind the scenes" work going on at the SBAA,
8 and thanked Funkhouser and the entire SBAA Board of Directors for all their service. The other
9 Village Board members concurred.

10
11 **Item No. 4. Consider a motion to approve Resolution 279 opposing SB 349, which document
12 pertains to non-metallic mining:**

13 Senate Bill 349, (SB 349), limits the authority of political subdivisions of the State of Wisconsin
14 to regulate non-metallic mining and removes a local government's authority to regulate those
15 activities. This will significantly limit a municipality's ability to protect the health, safety and
16 welfare of its citizens by removing regulatory authority over such items as water quality protec-
17 tion, natural buffer maintenance, and/or noise limitations. The full text of the legislation and an
18 analysis of it was included in the meeting packets, and the Board members jointly reviewed
19 that documentation. At a recent DCEDC meeting Jackson, Baker and the Door County Adminis-
20 trator Maureen Murphy spoke in opposition to SB 349.

21
22 *A motion was made by Lienau, seconded by Duffy that the Village Board passes and adopts
23 Resolution No. 279 opposing SB 349, which document pertains to regulation of non-metallic
24 mining. Motion carried – All ayes.*

25
26 **Item No. 5. Consider a motion to accept the recommendation of the Parks Committee to ap-
27 prove awarding a contract for public construction for a performance pavilion to Zeise Con-
28 struction of Green Bay, in the projected range of \$450,000 - \$490,000, with the Village's con-
29 tribution not to exceed \$50,000; authorizes the Village President to sign the Notice of Award
30 and Contract once the necessary documentation is obtained:**

31 Zeise Construction was the low bidder for the Pavilion Project. The Parks Committee has rec-
32 ommended that final plans for that project be approved, and that the total cost of the project
33 not exceed \$450,000, with the Village's contribution not exceeding \$50,000. Originally cost
34 estimates came in at approximately \$485,000, but as a cost saving measure the Committee did
35 recommend elimination of natural stone on the interior of the stage and also suggested that the
36 "I" beams be exposed. It would be nice to have those items, and they were preferred by the
37 donors, and, therefore, Jackson will attempt to solicit additional donations for the excess
38 amount. In order to cover the Village's contribution the 2014 budget would have to be amend-
39 ed and CIP fund reallocations made.

40
41 *A motion was made by Clove, seconded by Baker that the Village Board conditionally approves
42 a contract with Zeise Construction of Green Bay, WI for the construction of a performance pa-
43 vilion and authorizes the Village President to execute an applicable contract and award letter.
44 The cost of the pavilion shall not exceed \$485,000, but the Village's contribution shall not ex-
45 ceed \$50,000. Motion carried – All ayes.*

46
47 *It was the consensus that once Jackson knows whether or not additional funds will be donated
48 the possibility of doing budget amendments and CIP fund reallocation shall be referred to the
49 Finance Committee.*



VILLAGE OF SISTER BAY BOARD REPORT

For additional information: <http://sisterbaywi.gov>

Meeting Date: 1/14/2014
Item No. 5

Recommendation: That the Board conditionally approve a contract with Zeise construction of Green Bay for the construction of a Performance Pavilion, and authorize the Village president to execute said contract and award letter.

The Board is being requested to amend the 2014 budget and reallocate \$50,000 in CIP funds to this project as follows.

\$20,000-Skate Park Slab
\$17,000-CIP Interest Income
\$9,987- Various Parks Projects
\$3,013- Trees

The Board is further requested to authorize the administrator to seek a private donation for the balance of the project cost.

Background:

The Parks Committee has recommended for approval final plans for the Pavilion project and accompanying options to the Board, for a total cost not to exceed \$450,000. The committee considered elimination of Natural Stone on the interior of the Stage, as well as leaving the "I" beams exposed as cost saving measures. Inclusion of these items would create a more substantial project of up to \$490,000, and donations could be sought to fulfill these portions of the project. Dimension IV is working to obtain pricing on these options, which will be considered by the Administrator and Village President before final awarding of the contract.

Fiscal Impact: \$50,000 reallocation of CIP funds.

Respectfully submitted,

Zeke Jackson
Village Administrator

Village of Sister Bay Capital Reserve Balances

Cumulative Major Project Reserves		opening balance		YTD balance		budget funding		opening balance		YTD balance	
as of 1/31/14		2013		2013		for 2014		2014		2014	
Number	Project	opening balance	adjustments	added as of 12/31/13	expended	YTD balance	budget funding	opening balance	expended	YTD balance	YTD balance
03 13	Fire Truck Available	328,980.21		2,086.29		331,066.50	25,000	356,066.50		356,066.50	356,066.50
04 08	Streets Resurfacing	70,605.89				70,605.89	18,000	88,605.89		88,605.89	88,605.89
04 18	Old Fire Station Demolition	50,000.00				50,000.00		50,000.00		50,000.00	50,000.00
04 24	Park Maintenance Bldg	347,698.00				347,698.00		347,698.00		347,698.00	347,698.00
07 46	Waterfront Development'	(6,197.69)	645,995.00		87,473.13	552,324.18	150,000	702,324.18		702,324.18	702,324.18
08 50	Trees	6,081.76	-5,081.76			0.00		0.00		0.00	0.00
09 56	Various Parks Projects	9,987.64	5,081.76			16,069.40	10,000	26,069.40		26,069.40	26,069.40
09 57	Vehicle Replacement	19,711.00				19,711.00	10,000	29,711.00		29,711.00	29,711.00
10 58	Village Hall acoustics & A/C	43,909.32				43,909.32		43,909.32		43,909.32	43,909.32
10 59	Parks Equipment	4,038.40	933.57		4,708.99	262.98		262.98		262.98	262.98
10 60	Garbage containers	343.48	-343.48			0.00		0.00		0.00	0.00
10 61	Picnic Tables & Benches	590.09	-590.09			0.00		0.00		0.00	0.00
10 64	Johnson Property Acquisition	190,523.95	-190,523.95			0.00		0.00		0.00	0.00
11 65	OS Election Machine replacement	5,500.00				5,500.00		5,500.00		5,500.00	5,500.00
11 67	Bay Shore Drive reconstruction	38,986.19	190,523.95		89,445.52	140,064.62	50,000	190,064.62		163,881.96	163,881.96
11 68	Helms Debt Reserves	391,197.00			138,579.00	252,618.00		252,618.00		252,618.00	252,618.00
12 69	Skatepark Polished Slab	20,000.00				20,000.00		20,000.00		20,000.00	20,000.00
12 70	Coastal Byways Kiosk/Grant	17,714.00				17,714.00		17,714.00		17,714.00	17,714.00
12 71	Paperless Meeting Computers	5,000.00			2,716.70	2,283.30		2,283.30		2,283.30	2,283.30
12 72	Redevelopment Planning	2,000.00		5,000.00	41,839.21	-34,839.21		-34,839.21		-34,839.21	-34,839.21
13 75	Baseball field improvements	8,800.00			5,357.30	3,442.70		3,442.70		3,442.70	3,442.70
13 76	Trackless snow machine replacement	25,000.00				25,000.00	25,000	50,000.00		23,200.00	23,200.00
14 77	Information/Technology upgrades						30,000	30,000.00		29,522.49	29,522.49
14 78	Marina Capital Projects						25,000	25,000.00		25,000.00	25,000.00
14 79	Cash receipting software						3,700	3,700.00		3,700.00	3,700.00
	Unallocated	731.70				731.70		731.70		731.70	731.70
CIP	Interest Income	11,208.46		6,858.06		18,066.52		18,066.52		18,066.52	18,066.52
TIF	Computer Aids	4,153.00				4,153.00		4,153.00		4,153.00	4,153.00
TIF	Stewardship Grant & loan to Marina	645,995.00	-645,995.00			0.00		0.00		0.00	0.00
13 74 (TIF)	Pavilion/Donations	35,484.04			27,451.54	8,032.50		8,032.50		8,032.50	8,032.50
TIF	TIF Fees	(2,300.00)			150.00	-2,450.00		-2,450.00		-2,450.00	-2,450.00
TIF	Other TIF exp.	(14,436.06)			3,255.25	-17,691.31		-17,691.31		-17,691.31	-17,691.31
TIF	Interest on Debt	(41,044.00)		16,300.34		-24,743.66		-24,743.66		-24,743.66	-24,743.66
TIF	Transfers Out	(122,888.11)			17,432.46	-140,320.57		-140,320.57		-140,320.57	-140,320.57
	Totals	2,097,373.27	-	30,244.69	418,409.10	1,709,208.86	346,700	2,055,908.86	-	53,460.17	2,002,448.69

Janal Suppanz

From: Chris Hecht [checht@newwis.com]
Sent: Wednesday, January 22, 2014 3:12 PM
To: Zeke Jackson
Subject: RE: Tanker project and financing

Zeke,

\$127,761.00 is the Villages 1/3

As a FYI the funds were approved by the Village for this project I think about 2 years ago - Denise was still the President , however the Town was unable to commit to the project until this year causing the delay.

Thanks

Chris

From: Zeke Jackson [mailto:Zeke.Jackson@sisterbaywi.gov]
Sent: Wednesday, January 22, 2014 2:48 PM
To: Chris Hecht
Subject: RE: Tanker project and financing

Chris,

What is the cost to the Village for this Tanker. I would recommend prepayment as well, but want to make sure we have it in our CIP.

Thanks,

Zeke Jackson
 Village Administrator
 Village of Sister Bay, WI
 920-854-4118

Open Meetings Disclaimer: The email above contains the thoughts, opinions, and commentary of the author alone. It is intended as a one-way transmission of a thought, idea, or information related to my role as a municipal official or issues within the municipality, but is not intended to serve as an invitation for reply, rebuttal, discussion, debate or responsive commentary. Please do not respond to this email, unless specifically requested to do so above, as it is the author's intention to utilize the informality and convenience of this electronic message while simultaneously avoiding any and all violations of the Wisconsin Open Meeting Law contained in Section 19.81 of the Wisconsin Statutes or elsewhere within Wisconsin law, as applicable to this municipality as described in 66 Op. Attorney General 237 (1977). Specifically, there is no intention on the part of the author to engage in or foster any governmental business as defined in State ex. rel. Newspapers v. Showers, 398 N.W.2d 154 (Wis.1987). You are specifically requested to refrain from forwarding or replying to all with regard to its contents, so as to avoid the possible walking quorum proscriptions, including those considered in State ex. rel. Lynch v. Conta 239 N.W.2d 313 (Wis. 1976). It is the author's motive and intent to comply with the overriding policy of the open meeting law - to ensure public access to information about governmental affairs.

From: Chris Hecht [mailto:checht@newwis.com]
Sent: Wednesday, January 22, 2014 12:06 PM
To: Bud Kalms; Zeke Jackson; Louis Covotsos; Nancy Goss; Frank Forkert; Dave Lienau; Pat Duffy; jlowry@libertygrove.org
Cc: Bill Randall; sblgfireinspector@yahoo.com
Subject: Tanker project and financing

Hello to all,

At the Fire Board meeting Monday there was discussion and action taken to recommended that the Town and Village consider prepaying for the tanker that is currently on order.

The Fire Board considered several potential option including the following:

1.) paying for the chassis on delivery - saves the body builder the interest costs on the chassis that are ultimately passed on to us - a discount of \$2,266.00

or

2.) prepaying 90% of the cost of the truck up front - saving most of the interest costs on the chassis as well as on materials and labor - savings of \$4,228.00

or

3.) Prepaying 100% of the cost of the truck up front - saving all of the interest costs on the chassis as well as on materials and labor - savings of \$4,843.00

The Fire Board recommended that the Village and the Town consider prepaying the entire amount up front to maximize the savings - option #3 .

As part of our initial specifications we required the vendor to provide a performance bond (Insurance policy guaranteeing the completion of the truck as specified) as a high level of protection for us on this project, this performance bond will be in place with or without any prepayment.

The recommendation by the Fire Board for a 100% prepayment with the performance bond in place follows the same procedure and process that was used when the ladder truck was purchased.

A couple of things should be noted:

- the prepayment discounts are based on a certain amount of money prepaid over a specified length of time and as that time goes by the amount of discount provided will be decreased.
- There is no obligation or requirement to prepay
- There is no obligation that the Town and / or Village have to do the same thing. If different options are taken we will simply work the math separately.

IF you have any question , thoughts or comments please pass them on I will work to get the answers as quickly as I can.

Thanks

Chris



VILLAGE OF SISTER BAY FINANCE REPORT

For additional information: <http://sisterbaywi.gov>

Meeting Date: 02/07/2014
Item No. 4

Recommendation: That the Finance Committee reconsider provision of TIF funds for the Stony Ridge Development.

Background:

The Finance Committee has met previously and discussed financing of infrastructure associated with the Stony Ridge Development as that infrastructure related to Water and Sewer. Mr. Garot has indicated in meetings with the Utilities Director and Administrator that his development will not be possible without the Village considering the financing of all infrastructure associated with the project. Documents and projections are provided for discussion. Terms of repayment and securitization of debt issuance will need to be considered. Our financial advisor is currently in Mexico, and will be unable to discuss further until after the 10th of February.

Fiscal Impact: Initial cost of up to \$1,100,000 in initial borrowings. Garot's projections indicate full payback of loan + 4.5% interest over a 10-year period. Properties could be assessed at the time of sale, or any other number of financial arrangements worked for repayment. Security is paramount with this type of development. Mr. Garot currently owes approximately \$120,000 on the land associated with the development. This would place us in line as second lien holder.

Respectfully submitted,

Zeke Jackson
Village Administrator

1 FINANCE COMMITTEE MEETING MINUTES
2 WEDNESDAY, SEPTEMBER 25, 2013
3
4

5 The Village of Sister Bay Finance Committee meeting of September 25, 2013 was called to order by
6 Chairman Shane Solomon at 6:06 PM.
7

8 **Present:** Chairman Shane Solomon and Committee Members Pat Duffy and Dave Lienau, Village
9 Administrator Robert Kufrin and Finance Director Juliana Neuman
10

11 **Also Present:** Paul Thompson of Hutchinson, Shockey, Erley & Co.
12

13 **Approval of the Agenda**

14 Lienau moved and Duffy seconded. Motion carried—all Ayes.
15

16 **Approval of minutes as attached**

17 Duffy moved and Lienau seconded approval of the minutes of the August 7, 2013 meeting as presented.
18 Motion carried—all Ayes.
19

20 **Comments, correspondence and concerns from the public**

21 None
22

23 **Discussion Items**
24

25 **3. Discussion on capital project costs and project scheduling — Garot Project**

26 Lienau suggested that we discuss borrowing for capital project costs first. Solomon agreed.
27

28 Kufrin introduced Paul Thompson as the Financial Advisor who has helped the Village with borrowing
29 and the structuring of debt since 2004. Garot has requested that the Village help his project proceed by
30 installing the infrastructure (sewer and water, stormwater, and roads) and then using special assessments
31 on the individual lots as repayment.
32

33 The aspect of this project that has particular value to the Village is the section that crosses Highway 57
34 and then goes north toward Scandia. This plan completes a loop of the water system and provides for
35 gravity sewer, thus eliminating the need for a lift station on Garot's property. The Hull family has
36 indicated that they are willing to grant an easement on the property they own on the east side of
37 Highway 57, but only if the Hull property is not assessed. Duffy said later that he thought the
38 assessment should be deferred until the adjacent property is developed, but Kufrin said that would nix
39 the easement.
40

41 Garot's project consists of 39 lots plus one large commercial property. Kufrin distributed cost estimates
42 for the infrastructure from Jared at Robert E. Lee. The total cost with gravity sewer service would be
43 \$1,220,400; with a lift station, \$1,285,705. Either option would mean individual lot assessments of over
44 \$30,000 each—quite high for such small lots.
45

46 Duffy remembered that Garot originally said, at a Utility committee meeting, that he would build and
47 pay for the lift station, but the Village prefers the gravity sewer option. Why should the Village borrow
48 and pay for the total costs when Garot had intended to contribute at least the cost of the lift station
49 (\$441,378 on the cost schedule)? According to Duffy, the Village should have to borrow only the
50 difference between the total cost and the lift station (about \$779,000).
51

1 Kufrin then turned the meeting over to Thompson, who confirmed that an arrangement with a developer
2 like the one described is legal. The Village can borrow, install the infrastructure, levy special
3 assessments on the lots, and use the assessment payments to pay off the loan. The Village would have a
4 lien on each lot, assuming that no prior lien existed. This type of borrowing would probably be tax-
5 exempt as to interest rates because it is used to put in public infrastructure.
6

7 Because this project is in the TIF District, a second option would be to borrow the money and give it to
8 Garot to put in the infrastructure using his contractors, because he might be able to do it at less cost.
9 When complete, he would turn it over to the Village. The special assessments would be levied and
10 collected as above, but the interest rate would be taxable.
11

12 Thompson said that the difference between taxable and tax-exempt borrowing is small at first, perhaps
13 1.5% for the first five years, but increasing to about 2.5% by Year 20. Lienau asked how this type of
14 debt would affect levy limits. Neuman explained that, with new debt, a municipality can add whatever
15 amount is needed to pay debt service for the coming year, but that same amount must be subtracted for
16 the following year. Thompson agreed and stated that the law cannot impede the ability of a
17 municipality to pay its debt. However, in this case the Village wouldn't be levying for the debt service;
18 it would be paid through the special assessment proceeds.
19

20 Thompson suggested basing the term of the loan on Garot's predications as to sales, with the debt
21 service paid as lots are sold. Garot has offered a personal or corporate guarantee to cover the payments
22 if sales are slower than expected, but Thompson cautioned about depending on personal or even
23 corporate guarantees when dealing with individuals and businesses smaller than General Motors. He
24 suggested a letter of credit in the Village's name, with assets as collateral. It could be a declining letter
25 of credit and adjusted as payments are made.
26

27 Kufrin asked about the Village's total borrowing capacity; Thompson replied that the Village's equalized
28 valuation has decreased due to both the recession and the purchase of more public land. This has
29 decreased our borrowing capacity (5% of equalized valuation) by about \$1.2 million. Our legal margin
30 for new debt is now \$5.1 million, according to Thompson.
31

32 To avoid using the Village's borrowing capacity, Thompson said it might be possible to use revenue
33 bonds, since most of the Garot project costs involve the sewer and water infrastructure. Revenue bonds
34 are also tax-exempt and don't count against the Village's debt capacity. They require added revenue of
35 1.25%, but not if structured as a 5-year revenue bond anticipation note.
36

37 Duffy noted that Garot has already committed to putting in the roads and would like to see that
38 continue, to minimize the Village's risk. Until the Utility's gravity sewer plan came into play, Garot was
39 talking about completing the entire project himself, with a lift station. We shouldn't assume that all of
40 the costs that Robert E. Lee & Co. identified need to be covered by Village debt. Shane asked why we
41 are presenting Garot with these costs rather than having him develop them himself. Kufrin explained
42 that a Village engineer has to prepare them if we are going to incur debt and use special assessments.
43

44 *The consensus was that the Village should commit to borrowing only for the sewer and water portion of*
45 *the project (about \$900,000), minus the cost of a lift station (441,378). The rest of the costs identified*
46 *by Robert E. Lee should be Garot's responsibility.*
47

48 Before Thompson left the meeting at 7:05 PM, Kufrin asked him to explain, for the newer committee
49 members, what type of services he provides. Thompson replied that he works for a firm that deals
50 strictly in municipal bonds. Since 1978 he has been working with municipalities needing to borrow
51 large sums of money, to help them through the legal process and with structuring the repayment. He
52 also provides advice about what would be the best type of financing to use under given circumstances.

1 He does not charge for this work; his fees come only from the eventual bond issue. Kufrin added that
2 Thompson also works with bond counsel, special attorneys knowledgeable about federal and state
3 statutes as well as IRS rules. He added that Thompson is also aware of the need to borrow for the
4 upcoming Bay Shore Drive project.

5
6 Neuman asked Thompson to describe the revenue bond process; Sister Bay hasn't had any since the
7 2005 refunding bond issue. He replied that revenue bonds require revenues of 1.25 times the normal
8 amount as well as a one-year reserve fund. However, a revenue bond anticipation note avoids those
9 requirements for up to five years. This would work well for the Garot project.

10 11 **1. Discussion of the annual budget process**

12 Lienau began by explaining that he had asked for this meeting early in the budget cycle because the
13 Finance Committee now has two new members, including a new chair. He wants to be sure that
14 everyone understands the process so that we can move quickly once the draft budget is available.

15
16 A crucial element in the process is planning for capital improvements and projects. A list of upcoming
17 capital needs for the next three to five years should be created early in the budget cycle. This makes it
18 possible to set aside funds for larger projects ahead of time.

19
20 Kufrin explained that the staff puts together the operating budget, covering the things that the Village
21 needs in order to function. This allows the Trustees to focus on planning for large expenditures for
22 capital items and personnel. Lienau added that the Finance Committee is where the most interaction of
23 elected officials with staff occurs as various and sometimes conflicting ideas are worked out.

24
25 Solomon said that he would like to know what the mindset of the staff is in preparing the operating
26 budget numbers. He understands that keeping the Village operating is the first priority, but is there
27 concern about raising taxes, for example? Lienau replied that he unfortunately would have to leave the
28 meeting in a few minutes and asked that Solomon address his question to the staff again after Lienau
29 had left.

30
31 Lienau then said that the staff will provide the operational budget plus any special departmental
32 requests, such as Steve Mann's wish for another Parks employee or John Clove's desires for the Marina.
33 The Finance Committee will consider these requests as well as the overall personnel budget.

34 35 **2. Discussion on levy limits**

36 Using the Levy Limit Worksheet Neuman had provided, Lienau pointed out that the Village has a
37 possible levy increase of \$87,874 for 2014. (This includes the net new construction factor of 0.73%, an
38 estimated increase in Sister Bay's share of the fire department budget, and increased debt service for
39 2014 of \$71,985.) Current Wisconsin law states that you either use your entire allowable levy amount
40 or lose it, because next year your starting point will be this year's actual levy. Thus, there is an incentive
41 to keep the levy at its maximum amount and a disincentive to levy less than the maximum allowed.
42 Duffy noted that whatever increase is allowed would not have to be spent operationally; it could be
43 used for something like a 'rainy day fund.' However, Lienau pointed out, operational costs continue to
44 rise while the ability to levy becomes more and more constrained. Eventually it may be become
45 impossible to cover basic costs.

46
47 Kufrin mentioned that the TIF District will eventually be an additional source of revenue, thanks to
48 Garot's project and other development. In answer to a question from Solomon, Kufrin explained that all
49 tax revenue increase from the TIF District benefits the Village, whereas taxes from other areas are shared
50 with the County, the State, and the schools.

51

Janal Suppanz

From: Jared G. Schmidt [jschmidt@releeinc.com]
Sent: Tuesday, January 28, 2014 5:51 PM
To: Zeke Jackson
Subject: Stony Ridge Financial Info
Attachments: stony ridge development summary estimate.est.pdf; Stony Ridge Amortization.pdf; Stony Ridge Amortization Payment Summary.pdf; Stony Ridge - Sister Bay - tif 1 analysis - growth table.pdf; Stony Ridge - Sister Bay - tif 1 analysis.pdf

Zeke ~ attached are a number of pdf's related to the financial analysis I threw together for the development. There are multiple variables, and ways to look at the repayment scheduled, but for the sake of discussion I started with a straight 10-year amortization schedule, assuming 4.5% interest and a bonding cost of \$30,000. These numbers would change based on your financial consultants input, but this is a good discussion for magnitude.

The following is brief description of each attachment:

Stony ridge development summary estimate.est.pdf

- This table summarizes construction costs for the project. Total costs are estimated at \$953,000. These were mutually assembled with Keith's input, and I feel that this number could be a bit low, by as much as 15%, but there is great variability in bidding in Sister Bay and is very much driven by the amount of work in the region at the time of bidding. For the sake of discussion I used the numbers Keith wanted.
- Under the project costs are two summaries
 - The first is a construction valuation summary, identifying \$7,075,000 of new construction increment for this project
 - The second summary is the estimated permit fees generated from the development, totaling +/- \$170,000. These will vary based on actual development, can construction value.

Stony Ridge Amortization.pdf

- Amortization schedule based on a construction value of \$953,000, bonding origination fee \$30,000, and 4.5% interest, with repayment over 10 years.

Stony Ridge Amortization Payment Summary.pdf

- This summary identifies the impact fee per lot that would be required to fulfill the debt service for the project. The first grouping was Keith's desired cost per unit, the second grouping is the same cost per unit factoring in interest payments needed based on the amortization summary.

Stony Ridge – Sister Bay – tif 1 analysis – growth table.pdf

- This table illustrates an estimated rate of build out for the development. This was created to determine the impact to your TIF No. 1, and to calculate district revenues. I assumed a creation year 2008, which I believe to be accurate, but could not find the document online. Build out is estimated over 6 years as identified by construction type.

Stony Ridge – Sister Bay – tif 1 analysis.pdf

- This document identifies the tax revenue generated based on the project growth tables. There is then a cumulative TIF Revenue summary, as well as net present value determination at different points in the TIF's life. I need to update this with the total tax rate for Sister Bay, I have not found that exact number. For this analysis I used \$11/\$1000.00.

Please call to discuss at your convenience. This is much easier to describe in words than by text.

I am expecting an updated map and road network from Keith in the near future, and will forward it on once received.

Hope you have a great night. Talk to you soon, Jared

Jared Schmidt, P.E.
Civil/Municipal Engineering Manager

VILLAGE OF SISTER BAY
 STONY RIDGE DEVELOPMENT
 EXTENSION OF CHERRYWOOD LANE
 SEWER, WATER AND STREET CONSTRUCTION PROJECT
 COST ESTIMATE

January 28, 2014

GRAVITY SANITARY SEWER SERVICE FROM SOUTH END OF APPLEWOOD ROAD

ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL COST
TOTAL SANITARY SEWER AND WATERMAIN				\$ 425,000
SANITARY SEWER MANHOLES				\$ 30,000
WATER HYDRANTS AND VALVES				\$ 63,000
SERVICE LATERALS				\$ 50,000
<i>Underground Sub-total</i>				<i>\$ 568,000</i>
STORM SEWER AND DETENTION POND				\$ 50,000
TOTAL STREET CONSTRUCTION				\$ 140,000
TOTAL ELECTRICAL				\$ 75,000
ENGINEERING				\$ 120,000
PROJECT TOTALS				\$ 953,000

Unit Summary	Units	Value Per Unit	Valuation	Fee per Unit	Fee Summary
16 - Condos	16	\$ 200,000	\$ 3,200,000	\$ 4,000	\$ 64,000
13 - Single Family Lots	13	\$ 225,000	\$ 2,925,000	\$ 4,000	\$ 52,000
2 - (8) Unit Buildings	2	\$ 400,000	\$ 800,000	\$ 27,000	\$ 54,000
1 - (49) Unit Storage Facility	1	\$ 150,000	\$ 150,000	\$ -	\$ -
			<u>\$ 7,075,000</u>		<u>\$ 170,000</u>

U:\MUN\0200\0282\0282-000\Stony Ridge\stony ridge development summary estimate.est

Slow Growth

Year	Single \$225,000/unit	Units (each)	Multi \$50,000/unit	Units (each)	Condo \$200,000/unit	Units (each)	Storage Units \$150,000	Units (each)	Year Total
2008	\$ -		\$ -		\$ -		\$ -		\$ -
2009	\$ -		\$ -		\$ -		\$ -		\$ -
2010	\$ -		\$ -		\$ -		\$ -		\$ -
2011	\$ -		\$ -		\$ -		\$ -		\$ -
2012	\$ -		\$ -		\$ -		\$ -		\$ -
2013	\$ -		\$ -		\$ -		\$ -		\$ -
2014	\$ 450,000	2	\$ 400,000	8	\$ 400,000	2	\$ -		\$ 1,250,000
2015	\$ 675,000	3	\$ 400,000	8	\$ 800,000	4	\$ -		\$ 1,875,000
2016	\$ 450,000	2	\$ -		\$ 400,000	2	\$ 150,000	1	\$ 1,000,000
2017	\$ 675,000	3	\$ -		\$ 800,000	4	\$ -		\$ 1,475,000
2018	\$ 450,000	2	\$ -		\$ 400,000	2	\$ -		\$ 850,000
2019	\$ 225,000	1	\$ -		\$ 400,000	2	\$ -		\$ 625,000
Total	\$ 2,925,000	13	\$ 800,000	16	\$ 3,200,000	16	\$ 150,000	1	\$ 7,075,000

Single Family Unit Value	225,000
Multi Family Unit Value	50,000
Condo Unit Value	200,000
Storage Facility Value	150,000

Payment per Unit - Desired

Unit Summary	Units	Value Per Unit	Valuation
16 - Condos	16	\$ 26,000	\$ 416,000
13 - Single Family Lots	13	\$ 29,000	\$ 377,000
2 - (8) Unit Buildings	2	\$ 20,000	\$ 40,000
1 - (49) Unit Storage Facility	1	\$ 20,000	\$ 20,000
Outlot 2 - Future Residential	1	\$ 70,000	\$ 70,000
Commercial Property	1	\$ 30,000	\$ 30,000
			<u>\$ 953,000</u>

Payment per Unit - Needed w/ Finance Charges (x 30.357%)

Unit Summary	Units	Value Per Unit	Valuation
16 - Condos	16	\$ 33,893	\$ 542,284
13 - Single Family Lots	13	\$ 37,803	\$ 491,445
2 - (8) Unit Buildings	2	\$ 26,071	\$ 52,143
1 - (49) Unit Storage Facility	1	\$ 26,071	\$ 26,071
Outlot 2 - Future Residential	1	\$ 91,250	\$ 91,250
Commercial Property	1	\$ 39,107	\$ 39,107
			<u>\$ 1,242,300</u>

**Table of Estimated TIF District Revenues (Stony Ridge
TIF District No. 1 in Village of Sister Bay
Date: January 2014**

Year	Life year	District Valuation	Inflation Increment	Construction Increment	Value Increment	Cummulative Value Increment	TIF Revenue	Cummulative TIF Revenue
2008	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2009	2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2010	3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2011	4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2012	5	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2013	6	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2014	7	\$ -	\$ -	\$ 1,250,000	\$ -	\$ -	\$ -	\$ -
2015	8	\$ 1,250,000	\$ -	\$ 1,875,000	\$ 1,250,000	\$ 1,250,000	\$ 13,750	\$ 13,750
2016	9	\$ 3,125,000	\$ 12,500	\$ 1,000,000	\$ 1,875,000	\$ 3,125,000	\$ 34,375	\$ 48,125
2017	10	\$ 4,137,500	\$ 31,250	\$ 1,475,000	\$ 1,012,500	\$ 4,137,500	\$ 45,513	\$ 93,638
2018	11	\$ 5,643,750	\$ 41,375	\$ 850,000	\$ 1,506,250	\$ 5,643,750	\$ 62,081	\$ 155,719
2019	12	\$ 6,535,125	\$ 56,438	\$ 625,000	\$ 891,375	\$ 6,535,125	\$ 71,886	\$ 227,605
2020	13	\$ 7,216,563	\$ 65,351	\$ -	\$ 681,438	\$ 7,216,563	\$ 79,382	\$ 306,987
2021	14	\$ 7,281,914	\$ 72,166	\$ -	\$ 65,351	\$ 7,281,914	\$ 80,101	\$ 387,088
2022	15*	\$ 7,354,080	\$ 72,819	\$ -	\$ 72,166	\$ 7,354,080	\$ 80,895	\$ 467,983
2023	16	\$ 7,426,899	\$ 73,541	\$ -	\$ 72,819	\$ 7,426,899	\$ 81,696	\$ 549,679
2024	17	\$ 7,500,440	\$ 74,269	\$ -	\$ 73,541	\$ 7,500,440	\$ 82,505	\$ 632,184
2025	18	\$ 7,574,709	\$ 75,004	\$ -	\$ 74,269	\$ 7,574,709	\$ 83,322	\$ 715,506
2026	19	\$ 7,649,713	\$ 75,747	\$ -	\$ 75,004	\$ 7,649,713	\$ 84,147	\$ 799,653
2027	20**	\$ 7,725,460	\$ 76,497	\$ -	\$ 75,747	\$ 7,725,460	\$ 84,980	\$ 884,633
2028	21	\$ 7,801,957	\$ 77,255	\$ -	\$ 76,497	\$ 7,801,957	\$ 85,822	\$ 970,455
2029	22	\$ 7,879,212	\$ 78,020	\$ -	\$ 77,255	\$ 7,879,212	\$ 86,671	\$ 1,057,126
2030	23	\$ 7,957,232	\$ 78,792	\$ -	\$ 78,020	\$ 7,957,232	\$ 87,530	\$ 1,144,656
2031	24	\$ -	\$ -	\$ -	\$ 78,792	\$ 8,036,024	\$ 88,396	\$ 1,233,052
Totals			\$ 804,212	\$ 7,075,000	\$ 7,801,957		\$ 970,455	

Net Present Value @ 5% (TIF life 15 yrs) = \$294,624.47
Net Present Value @ 5% (TIF life 20 yrs) = \$461,376.19
Net Present Value @ 5% (TIF life 23 yrs) = \$546,910.68

Table Assumptions:

- | | |
|-------------------------------------|---|
| 1) Base value of property \$0 | 4) Expenditure Period = 15 years |
| 2) Total Tax Rate = \$11/\$1,000.00 | 5) Maximum Life before extension = 20 years |
| 3) Yearly inflation rate of 1.0% | 6) 2028 through 2030 represent allowed extended years |

Loan \$ \$ 983,000
 Term-Yr 10
 Annual Rate 4.50%

	<u>Payment</u>	<u>Interest</u>	<u>Principal</u>	<u>Balance</u>
Inception				\$ 983,000.00
1	\$124,230	\$ 44,235	\$79,995	\$ 903,005.00
2	\$124,230	\$ 40,635	\$83,595	\$ 819,410.00
3	\$124,230	\$ 36,873	\$87,357	\$ 732,053.00
4	\$124,230	\$ 32,942	\$91,288	\$ 640,765.00
5	\$124,230	\$ 28,834	\$95,396	\$ 545,369.00
6	\$124,230	\$ 24,542	\$99,688	\$ 445,681.00
7	\$124,230	\$ 20,056	\$104,174	\$ 341,507.00
8	\$124,230	\$ 15,368	\$108,862	\$ 232,645.00
9	\$124,230	\$ 10,469	\$113,761	\$ 118,884.00
10	\$124,230	\$ 5,351	\$118,879	\$ 5.00
	\$1,242,300	\$259,305	\$982,995	

Construction Cost \$ 953,000
 Cost of Bonding \$ 30,000

Village of Sister Bay Major Projects

	Needed by	Projected Cost	Expended thru 12/31/13	Allocated YTD Balance	Over/ Under		Remaining Balance
Pavilion	March, 2014	\$ 493,873		\$ 443,033	\$ (50,840)	Use \$50,840 of Helms Debt Reserve. We can levy for debt.	\$ (0)
Economic Development	Spring, 2014	\$ 20,000	\$ -	\$ (35,000)	\$ (55,000)	Developer recruitment	\$ (55,000)
Bayshore Utilities/ Sewer & Water/Engineering	June, 2014	\$ 1,723,740	\$ 454,434	\$ 972,075	\$ (297,231)	Utilities intended to take out a \$300,000 bank loan for 3 to 5 years rather than pay bond interest for 20-plus yrs.	\$ (297,231)
Bayshore Village/ Stormwater & Engineering	June, 2014	\$ 742,200	\$ 89,446	\$ 58,661	\$ (594,093)		\$ (594,093)
Bayshore Overhead Burial	July, 2014	\$ 900,000		\$ 190,000	\$ (710,000)	\$385,000 anticipated from sale of old school property	\$ (325,000)
Beach	Summer, 2014	\$ 1,329,140		\$ 702,300	\$ (626,840)	Use Helms Debt Reserve bal. after Pavilion = \$201,760	\$ (425,080)
DOT Lighting	September, 2014	\$ 282,000		\$ 90,000	\$ (192,000)	DOT allocation	\$ (192,000)
Canterbury to Maple Connection	October, 2014	\$ 115,000		\$ -	\$ (115,000)		\$ (115,000)
Marina	Fall, 2014	\$ 54,000		\$ 54,000	\$ -		\$ -
Garot Development TIF	Fall, 2014	\$ 1,100,000		\$ -	\$ (1,100,000)	Need much more planning and finance action....	\$ (1,100,000)
Visitor's Center	Fall, 2016	\$ 250,000.00		\$ 348,000	\$ 98,000		\$ 98,000
Village Hall/Waterfront	Fall, 2016	\$ 150,000.00		\$ 44,000.00	\$ (106,000)		\$ (106,000)
VILLAGE					\$ (3,451,773.45)		\$ (2,814,173.45)
UTILITIES					\$ (297,231.00)		\$ (297,231.00)
TOTAL					\$ (3,749,004.45)		\$ (3,111,404.45)

Marina Projections
updated in 2013

Item 6

24

#6	updated through 10/21/13	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Fund 201 / Department 55	Estimate	Budget														
Marina Enterprise Fund																
Beginning Cash Balance	\$339,676	\$244,448	\$226,121	\$227,828	\$220,157	\$189,538	\$71,229	\$43,973	\$15,893	\$6,150	\$5,973	\$7,022	\$9,826	\$14,933	\$22,817	
Revenues																
Public Charges for Services																
46741 Festivals (Marina Fest)	8,800	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	
46751 Seasonal Fees	339,518	339,472	344,564	349,733	354,979	360,303	365,708	371,193	376,761	382,413	388,149	393,971	399,881	405,879	411,967	
46752 Transient Fees	111,837	119,295	121,084	122,901	124,744	126,615	128,515	130,442	132,399	134,385	136,401	138,447	140,523	142,631	144,771	
46353 Launch Fees	11,500	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	15,000	15,000	15,000	15,000	15,000	15,000	
46754 Bike Rental	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
46755 Marina Services	400	400	400	400	400	400	400	400	400	350	350	350	350	350	350	
Subtotal	\$472,055	\$479,667	\$486,549	\$493,533	\$500,623	\$507,819	\$515,122	\$522,536	\$530,010	\$540,648	\$548,400	\$556,268	\$564,254	\$572,360	\$580,588	
Commercial Revenues																
46761 Commercial Docking	75,597	76,730	77,881	79,049	80,235	81,438	82,660	83,900	85,158	86,436	87,732	89,048	90,384	91,740	93,116	
46764 Product Sales (incl. ice)	2,364	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	
46767 Vending Sales (Soda)	765	750	750	750	750	750	750	750	750	1,500	1,500	1,500	1,500	1,500	1,500	
46768 Washer/Dryer	266	250	250	250	250	250	250	250	250	250	250	250	250	250	250	
46900 Misc. Charges	0	100	100	100	100	100	100	100	100	100	100	100	100	100	100	
Subtotal	\$78,992	\$80,330	\$81,481	\$82,649	\$83,835	\$85,038	\$86,260	\$87,500	\$88,750	\$90,786	\$92,082	\$93,398	\$94,734	\$96,090	\$97,466	
Miscellaneous Revenues																
48110 Interest on Investments	1,400	1,200	1,131	1,139	1,101	948	0	0	0	0	0	0	0	0	0	
48260 Boathouse Rental	10,000	12,500	12,875	13,261	13,659	14,059	14,491	14,926	15,373	15,835	16,310	16,799	17,303	17,822	18,357	
48500 Donations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
48910 Refunds	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
48990 Miscellaneous Other Revenues	150	300	300	300	300	300	300	300	300	300	300	300	300	300	300	
Subtotal	\$11,550	\$14,000	\$14,306	\$14,700	\$15,060	\$15,317	\$14,791	\$15,226	\$15,673	\$16,135	\$16,610	\$17,099	\$17,603	\$18,122	\$18,657	
Total Revenues	\$562,595	\$573,997	\$582,335	\$590,883	\$599,518	\$608,174	\$616,173	\$625,261	\$634,985	\$647,568	\$657,092	\$666,765	\$676,591	\$686,572	\$696,710	
Total Funds Available	\$902,271	\$818,445	\$808,456	\$818,711	\$819,674	\$829,711	\$839,402	\$849,234	\$859,192	\$869,218	\$879,265	\$889,326	\$899,399	\$909,476	\$919,567	
Expenditures																
Direct Employee Costs																
Indirect Employee	Subtotal	\$101,749	\$117,995	\$119,917	\$122,020	\$124,187	\$126,422	\$128,729	\$131,114	\$125,562	\$127,934	\$130,400	\$132,965	\$135,638	\$138,426	\$141,341
Subtotal	\$2,716	\$2,000	\$2,600	\$2,600	\$2,600	\$2,639	\$2,679	2,719	2,760	2,801	2,843	2,886	2,929	2,973	3,017	
Utility Costs	Subtotal	\$30,917	\$33,290	\$33,789	\$34,296	\$34,811	\$35,333	\$35,863	\$36,401	\$36,947	\$37,501	\$38,063	\$38,634	\$39,214	\$39,802	\$40,399
Supplies	Subtotal	\$6,440	\$9,300	\$9,440	\$9,581	\$9,725	\$9,871	\$10,019	10,169	10,322	10,476	10,634	10,793	10,955	11,119	11,286
Other Services	Subtotal	\$44,432	\$45,400	\$46,081	\$46,772	\$47,474	\$48,186	\$48,909	49,642	50,387	51,143	51,910	52,689	53,479	54,281	55,095
Maintenance																
55601 Office Equip Maint/Postage Meter	80	100	100	100	100	100	100	100	100	100	100	100	100	100	100	
55605 Computer Maintenance	0	0	0	0	0	0	0	0	0	200	200	200	200	200	200	
55615 Grounds Maintenance	200	500	500	500	500	500	500	500	1,200	1,200	1,200	1,200	1,200	1,200	1,200	
55635 Weed Control Services	3,031	3,100	3,100	3,100	3,100	3,100	3,100	3,100	1,200	1,200	1,200	1,200	1,200	1,200	1,200	
55640 Building Maintenance	1,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	2,000	2,000	2,000	2,000	2,000	2,000	2,000	
55641 Boathouse Maintenance	1,593	2,000	2,000	2,000	2,000	2,000	2,000	2,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
55647 Dock Maintenance	80,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	
55675 Equipment Rental	0	250	250	250	250	250	250	250	100	100	100	100	100	100	100	
Subtotal	\$86,404	\$35,450	\$35,982	\$36,521	\$37,069	\$37,625	\$38,190	\$38,765	\$39,349	\$40,933	\$41,526	\$42,126	\$42,732	\$43,344	\$43,961	
Vehicles and Other	Subtotal	\$86,404	\$35,450	\$35,982	\$36,521	\$37,069	\$37,625	\$38,190	\$38,765	\$39,349	\$40,933	\$41,526	\$42,126	\$42,732	\$43,344	\$43,961

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**Marina Projections
updated in 2013**

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#6 updated through 10/21/13
Fund 201 / Department 55
Marina Enterprise Fund

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
	Estimate	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget						
Other Exp.															
Subtotal	\$776	\$1,000	\$1,015	\$1,030	\$1,046	\$1,063	\$1,080	\$1,097	\$1,554	\$1,554	\$1,554	\$1,554	\$1,554	\$1,554	\$1,554
55971 Depreciation Expense	\$225,600	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000
Interest on Long-Term Debt															
55986 Interest on Bonds	82,202	78,602	77,766	76,694	75,436	73,806	71,663	68,961	65,516	61,447	57,001	52,052	46,577	40,644	34,431
55986 Interest on Internal Loan from TIF	16,300	15,587	14,859	14,116	13,359	12,586	11,799	10,995	10,175	9,339	8,486	7,616	6,729	5,824	4,900
Subtotal	\$98,502	\$94,189	\$92,624	\$90,810	\$88,795	\$86,392	\$83,462	\$79,956	\$75,691	\$70,786	\$65,487	\$59,668	\$53,306	\$46,468	\$39,331
Transfers															
55992 PILOT Payment Post-Johnson	161,905	161,905	161,905	161,905	161,905	161,905	161,905	161,905	161,905	161,905	161,905	161,905	161,905	161,905	161,905
Total Expenditures	\$738,990	\$725,679	\$728,503	\$730,687	\$732,762	\$734,586	\$733,244	\$733,603	\$701,127	\$700,101	\$698,796	\$697,094	\$694,979	\$692,529	\$689,929
Net Income/Loss	-\$196,395	-\$151,682	-\$146,168	-\$139,804	-\$133,245	-\$126,412	-\$117,071	-\$108,341	-\$62,935	-\$52,533	-\$41,704	-\$30,329	-\$18,388	-\$5,957	\$6,781
" " without Depreciation	\$29,205	\$73,318	\$76,832	\$85,196	\$91,755	\$98,588	\$107,929	\$116,659	\$162,065	\$172,467	\$183,296	\$194,671	\$206,612	\$219,043	\$231,781
Other Uses of Cash															
Transfer to Debt Service - 2005 bonds	80,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
35% Johnson Debt Principal	8,750	26,250	35,000	35,000	43,750	52,500	70,000	78,750	105,000	105,000	113,750	122,500	131,250	140,000	140,000
Transfer to Debt Service - Expansion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Capital Improvements	0	29,000	5,000	20,000	40,000	125,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Internal Loan principal to TIF Fund	35,683	36,397	37,124	37,867	38,624	39,397	40,185	40,988	41,808	42,644	43,497	44,367	45,255	46,160	47,083
Subtotal	\$842,455	\$864,470	\$863,072	\$892,983	\$936,928	\$996,166	\$981,007	\$1,007,575	\$1,092,162	\$1,111,940	\$1,141,042	\$1,170,841	\$1,201,358	\$1,232,520	\$1,255,396
Adjust for Other Sources and Uses of Cash															
Long-Term Advance from TIF (@ 2%)	-35,683	-36,397	-37,124	-37,867	-38,624	-39,397	-40,185	-40,988	-41,808	-42,644	-43,497	-44,367	-45,255	-46,160	-47,083
Subtract Debt Principal (Bonds)	-88,750	-26,250	-35,000	-35,000	-43,750	-52,500	-70,000	-78,750	-105,000	-105,000	-113,750	-122,500	-131,250	-140,000	-140,000
Add Depreciation (non-cash)	225,600	225,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000
Subtract Capital Expenses	0	-29,000	-5,000	-20,000	-40,000	-125,000	-25,000	-25,000	-25,000	-25,000	-25,000	-25,000	-25,000	-25,000	-25,000
Subtotal	\$101,167	\$133,353	\$147,876	\$132,133	\$102,626	\$8,103	\$89,815	\$80,262	\$53,192	\$52,356	\$42,753	\$33,133	\$23,495	\$13,840	\$12,917
Estimated Net Cash Available															
Beginning of Year	\$339,676	\$244,448	\$226,121	\$227,828	\$220,157	\$189,538	\$71,229	\$43,973	\$15,893	\$6,150	\$5,973	\$7,022	\$9,826	\$14,933	\$22,817
Net Change in Cash Position w/o Depr.	-95,228	-18,329	1,707	-7,671	-30,619	-118,309	-27,256	-28,080	-9,743	-177	1,048	2,804	5,107	7,884	19,698
At Year-End	\$244,448	\$226,121	\$227,828	\$220,157	\$189,538	\$71,229	\$43,973	\$15,893	\$6,150	\$5,973	\$7,022	\$9,826	\$14,933	\$22,817	\$42,515

Assumptions

For 2014 seasonal fees have been adjusted with the expectation of one slip less; thereafter they increase by 1.5% per year.
For 2014, transient fees are based on a five-year average; thereafter they increase by 1.5% per year.
Commercial docking contracts increase by 1.5% per year, starting in 2014.
Boathouse rental: 2014 will be the first full year under the new arrangement; thereafter increasing by 1.5% per year.

Most expense subtotals increase by about 1.5% per year, except for Other Exp, which is flat at \$150 per year.

Dock maintenance costs on page 1 are normally between \$5000 and \$10,000, but \$25,000 is shown thru 2020.

Capital expense projections follow Wendy's proposal through 2018; thereafter they are shown at \$25,000 per year.

The \$250,000 capital expense in 2018 overstates the net cash balance; whereas that amount keeps it positive.