

Minutes
Finance & Budget Committee Meeting
Wednesday, November 30, 2016
Held at Spring Green Village Office
154 N. Lexington Street
6:00 p.m.

1. **Call to order and attendance:** Gene Hausner called the meeting to order at 6:06 p.m.
Finance & Budget Committee Members present: Gene Hausner, Joel Marcus, and Michael Broh.
Others present: Wendy Crary, Mike Bisbach, & Greg Wipperfurth.
2. **Appoint minute taker:** Wendy Crary appointed minute taker.
3. **Read and approve minutes of the previous Finance & Budget Committee Meeting:** Marcus moved and Broh seconded to approve the minutes of the July 6, 2016 Finance & Budget Committee Meeting. Motion passed with all in favor.
4. **Review and approve agenda:** Broh moved and Marcus seconded to approve the agenda as presented. Motion passed with all in favor.
5. **Discussion and possible action regarding the creation of a Capital Improvements Replacement Plan:** Bisbach stated, "The biggest reason to have a plan is to have numbers for budgeting purposes". "It's a good way to optimize revenue, guide future growth, and to keep tax rates stable". Bisbach reviewed the preliminary plan with the committee for revisions, deletions, & suggested changes. Greg Wipperfurth arrived at 6:50 p.m. Suggested changes along with updated values will be included in the next revision. Crary will email Bisbach the Municipal Insurance Statement of Values for buildings, property, and vehicles along with the latest fixed asset schedule from the auditors. This will assist with the inventory of items along with assigning value and replacement costs. The committee will meet in January to review the changes incorporated along with values for all items that meet the threshold as a capital improvement cost.
6. **General public comment:** There was no general public comment at this time.
7. **Adjourn:** Broh moved and Marcus seconded to adjourn at 7:26 p.m. Motion passed with all in favor.