



FINANCE COMMITTEE MEETING MINUTES – 2026 BUDGET

TUESDAY, OCTOBER 07, 2025, THROUGH MONDAY, OCTOBER 20, 2025

MUNICIPAL BUILDING – 106 JONES STREET, WATERTOWN, WI 53094

Tuesday, October 7

Members present: Mayor Stocks, Alderpersons Berg, Davis, Lampe, and Smith

Others present: Finance Director Stevens, Fire Chief Reynen, Public Works Director Beyer, Street Operations Manager Winkelman, Library Director Checkai, Maureen McBroom (video), Ald Arnett (video)

1. Call to order: Mayor Stock called the meeting to order at 6:04 p.m.
2. **2026 Budget Presentation-** Mayor Stocks highlighted a few items that have been incorporated into the budget proposal. All requests for new positions were included, but the only ones that the mayor is proposing be funded are one in the fire department, police department, and IT. The Fund 01 increase in tax levy is proposed to rise from \$10,460,000 to \$10,860,000, and the fund balance impact is a net decrease of <\$791,647>. The estimated unassigned fund balance as of 12/31/26 would be 30.4%.
3. **Debt [Fund 04]:** Finance Director Stevens reviewed the projected payment schedule of principal and interest. The debt levy increases from \$5,300,000 to \$6,100,000.
4. **Capital Improvements [Fund 05]:** Finance Director Stevens presented the latest iteration of the Capital Improvement Projects list with no time for meaningful discussion. The projects list proposed would require \$5.9 M in General Obligation borrowing.
5. Adjournment. Ald. Davis moved to adjourn at 6:57 pm, seconded by Ald. Lampe, and carried by unanimous voice vote.

Monday, October 13

Members present: Mayor Stocks, Alderpersons Berg (video), Davis, Lampe, and Smith

Others present: Finance Director Stevens, Attorney Panagopoulos, Zoning Administrator Zirbes, Public Works Director Beyer, Fire Chief Reynen, Maureen McBroom, Lisa Schwartz

Attending via Zoom: Street Operations Manager Winkelman, Ald. Arnett, Media Director Famularo

1. Call to order: Mayor Stock called the meeting to order at 5:30 p.m.
2. Ald. Davis moved, seconded by Ald. Smith, to **approve the minutes from September 22, 2025**. Unanimously approved.
3. Chief Reynen provided an update on two **fire department grant expectations**: FEMA Assistance to Firefighters Grant (support training, equipment, operational readiness) and Ground Emergency Medical Transportation (supplemental reimbursement of emergency transports for Medicaid patients).
4. The **fire department** administration and union have collaborated on a desire to test a new shift pattern starting in January through December 2026. The new **48/96 schedule** includes two

consecutive 24-hr shifts, followed by four days off. The chief has an ability to rescind ongoing use if it is determined to be detrimental to staffing, response times, overtime, physical safety, or mental wellness. Ald. Lampe moved, supported by Ald. Davis, to approve the resolution to move forward to Council for approval. Unanimously approved.

5. The Engineering Division staff presented a request to submit a WisDOT **Surface Transportation Program Urban Grant request for a portion of Clark Street** (between Twelfth and Humboldt Streets) to be reconstructed in 2031. A motion to approve was offered by Ald. Davis, seconded by Ald. Smith, and unanimously approved.
6. Mr. Stevens presented the **Fund 01 income statement through September**.
7. Ald. Lampe moved, seconded by Ald. Davis, to convene into **closed session** per § 19.85(1)(e) when deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (**2026 PD Union Contract**). Unanimous approval through roll call vote.

After a return to open session, Mayor Stocks relinquished the chair to Ald. Davis for 2026 budget deliberations.

8. 2026 budget proposal discussion: **Public Works** (Building/Safety/Zoning, Planning)
9. **2026 budget** proposal discussion: **General Government** (Common Council, Mayor, Municipal Court, Attorney, Media Services/Communications, Information Technology, Human Resources, Employee Benefits, Finance, Elections, Assessor, Audit, Property/Liability Insurance) and **Public Service Enterprises**
 - A. Media/Communications Director Famularo presented a request for reconsideration of a few accounts in her department [01-51-84-18, 01-51-84-20, 01-51-84-50].
10. **2026 budget** proposal discussion: **Other Funds** (Transit [13], Tourism [22], Non-recurring Grants [24], Fiber Optic [25], CDB Housing [65], (Note: Ald. Berg left meeting at this point.) Economic Development [60], TIDs [Funds 08, 09, 10, 19, 23, 30], Riverfest [12],
11. **2026 budget** proposal discussion: follow-up from prior meetings
 - A. Mr. Stevens provided **hypothetical capital improvement financing models** from Baird that presents scenarios for borrowing \$4.5 M, \$5.0 M, \$5.25 M, and \$5.5 M in 2026. These plans assume future capital borrowings of \$4.5 M and have incorporated an increase of \$2.5 M in 2028 if the purchase of the fire ladder truck is considered an addition to the overall borrowing.
12. Adjournment. Ald. Lampe moved to adjourn at 9:10 pm, seconded by Ald. Smith, and carried by unanimous voice vote.

DATE	Account	Name	Original	Modified	Impact to Fund 01 Bottom Line	First	Second	Vote
10/13/2025								
Pg 18	01-52-41-16	BSZ PT Wages	52,000	55,630	(3,630)	DD	JL	4:0
	01-52-41-16	BSZ Capital Outlay	3,630	-	3,630			
Pg 06	01-51-11-24	Council Travel	100	-	100	FS	JL	4:0
Pg 13	01-51-86-10	IT Technician- start 7/1	52,891	-	52,891	FS	KB	3:1
	01-51-86-17	IT AMSO Allocation	(38,933)	(28,355)	(10,578)			
	01-51-86-32	IT Telephone	1,150	575	575			
Pg 13	01-51-86-16	IT Intern	12,358	22,358	failed	DD	KB	2:2
Pg 08	01-51-41-60	Elections voting machines		21,500	failed	DD	FS	1:3
Pg 59	05-71-41-70	Elections voting machines	21,500					
Pg 30	01-57-11-56	Rock River Com Clinic	5,000	-	5,000	JL	FS	4:0
Pg 11	01-51-81-56	Contingency Fund	100,000	105,000	(5,000)			
Pg 73	13-xx	Transit System Eliminate net decrease	(90,000)	-		JL	DD	4:0
Pg 96	60-51-05-10	EconDvlpmt Wages	54,810	36,540		JL	DD	4:0
	60-51-05-33	EconDvlpmt WRS	3,946	2,631				
	60-51-05-34	EconDvlpmt Social Security	3,398	2,265				
	60-51-05-35	EconDvlpmt Medicare	795	530				

Wednesday, October 15

Members present: Mayor Stock, Alderpersons Berg (video), Davis, Lampe, and Smith

Others present: Finance Director Stevens, Chief Brower, Health Director Quest, Park/Rec Director Butteris, Chief Reynen, Library Director Checkai, S Juhl, Ald. Moldenhauer, Ald. Arnett

1. Call to order: The meeting was called to order at 4:35 p.m. by acting chair Ald. Smith.
2. **2026 budget** proposal discussion: **Health** (Public Health, Environmental Health [14], Health Emergency Preparedness [15], Seal-a-Smile [18])
3. **2026 budget** proposal discussion: **Other Services** (Humane Society)
4. Fire Chief Reynen provided a memo indicating that the **FD 2% Dues reserve account** has a sufficient carryover balance from prior years to afford any additional compensation expenses for the hiring of a fire marshal earlier than the proposed budget start date of March 1.
5. **2026 budget** proposal discussion: **Public Safety** (Police, Crossing Guards, Dispatch Center, Municipal Building, Fire, Emergency Government)
6. **2026 budget** proposal discussion: **Culture, Education, Recreation** (Library, Library Operations [11], Library Trust [20], Recreation, Pools, Senior/Community Center, Parks, Forestry, Parks Development [07], Town Square Future Fund [26])
 - A. Finance members requested Parks/Rec Director Butteris to secure pricing for replacement costs along with repair estimates to curb employee safety concerns in the Parks garage.
7. **2026 budget** proposal discussion: follow-up from prior meetings
 - A. Notices were received to modify **State payments** for the shared services and services to state facilities. The revenue accounts on page 1 [01-42-21-10 & 01-42-73-51] have been updated.

8. Adjournment. Ald. Davis moved to adjourn at 8:34 pm, seconded by Ald. Lampe, and carried by unanimous voice vote.

DATE	Account	Name	Original	Modified	Impact to Fund 01 Bottom Line	First	Second	Vote
10/15/2025								
Pg 01	01-42-21-10	Shared Taxes from State	(3,528,377)	(3,517,612)	(10,765)	State notice rec'd		
Pg 01	01-42-73-51	Services to State Facilities	(2,617)	(6,173)	3,556	State notice rec'd		
Pg 15	01-52-11-10	PD Wages: captain on 1/1	————	——(23,421)	failed	FS	JL	1:3
Pg 15	01-52-11-14	PD Overtime Wages	145,000	152,000	(7,000)	JL	DD	3:1
	01-52-11-20	PD Maint Contracts: 2 cameras	267,500	260,500	7,000			
Pg 89	24-58-11-05	FD 2% Dues- Jan/Feb wages	100,000	100,000	-	FS	JL	4:0
Pg 25	01-55-11-46	Library Contribution	——810,000	——850,859	failed	JL	no 2nd	
Pg 25	01-55-11-46	Library Contribution	——810,000	——785,000	failed	FS	KB	2:2
Pg 26	01-55-21-16	Rec Program Supervisor PT	——23,231	————	failed	FS	JL	2:2
Pg 60	05-55-41-70	Park CapExp: Garage	400,000	-		KB	JL	4:0

Thursday, October 16

Members present: Mayor Stock, Alderpersons Berg (video), Davis, and Lampe

Others present: Finance Director Stevens, Public Works Director Beyer, Streets Operations Manager Winkelman, Water Systems Manager Hartz, Nathan Williams, Maureen McBroom, Tim Hayden (video), Fire Chief Reynen (video), Ald. Arnett (video)

1. Call to order: The meeting was called to order at 4:32 p.m. by acting chair Ald. Lampe.
2. **2026 budget** proposal discussion: **Public Works** (Airport, Engineering, annual infrastructure [part of Fund 05], Street Division, Solid Waste [17], Stormwater [16], Water [03], Wastewater [02])
3. **2026 budget** proposal discussion: follow-up from prior meetings
 - A. Mr. Stevens provided updates for two **HR-related accounts** that were to be revisited from a prior meeting.
4. Adjournment. Ald. Davis moved to adjourn at 6:06 pm, seconded by Ald. Berg, and carried by unanimous voice vote.

DATE	Account	Name	Original	Modified	Impact to Fund 01 Bottom Line	First	Second	Vote
10/16/2025								
Pg 09	01-51-60-20	HR Computer Software	5,968	5,583	385	JL	DD	3:0
Pg 14	01-51-95-45	Employee Bnfts Admin Fees	7,000	6,000	1,000			

Monday, October 20

Members present: Mayor Stock, Alderpersons Berg, Davis, Lampe, and Smith

Others present: Finance Director Stevens, Public Works Director Beyer, Water Systems Manager Hartz, Tim Hayden, Streets Operations Manager Winkelman (video), Fire Chief Reynen (video), Ald. Arnett (video), M McBroom (video)

1. Call to order: The meeting was called to order at 5:34 p.m. by Mayor Stocks.
2. Ald. Davis moved, seconded by Ald. Berg, to convene into **closed session** per §19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (**SR**). The committee approved unanimously through roll call vote.
3. The meeting was reconvened into open session.
4. Ald. Davis moved, seconded by Ald. Smith, to convene into **closed session** per §19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (**Water Systems Wage Assignments**). The committee approved unanimously through roll call vote.

After a return to open session, Mayor Stocks relinquished the chair to Ald. Davis for 2026 budget deliberations.

5. **2026 budget** proposal discussion: **Capital Purchases** [Fund 05]
 - A. Parks/Rec Director Butteris shared that the estimate of a replacement parks garage (incl wash bay but no additional storage) is \$600K. Alternatively, upgrades to include electric, HVAC, and structural to meet safety concerns is approximately \$123,500.
 - B. The discussion regarding the **addition of \$500K to Annual Streets** specified that the intention is for this to be used for resurfacing (mill & overlay or pavement overlay) and not reconstruction. All committee members agreed.
6. **2026 budget** proposal discussion: follow-up from prior meetings
 - A. Mr. Stevens relayed that our past practice of **assessing service charges to tax-exempt entities** in the city does not comply with State constitutional law (municipalities cannot impose fees that function as taxes). After a brief discussion, the committee approved the elimination of the Tax-Exempt Service Charges revenue account and added the same amount to the Payment in Lieu of Taxes revenue account with the anticipation that most, if not all, of the tax-exempt entities will be willing to continue to pay voluntarily.
 - B. When approving the addition of an **allocation to Main St Program** from Tourism, it is noted that the committee is directing this \$5000 for program grants to be given to business owners, not for operations or program support.
7. **2026 budget adoption**
 - A. The **Debt levy** that has been proposed includes an **increase from \$5.3 M to \$6.1 M** for 2026 to adhere to the principal and interest debt management schedules of General Obligation debt.
 - B. **General Fund**: The committee reviewed the General Fund tax levy. After discussion, it was agreed to recommend an increase of the **General Fund levy from \$10,460,000 to \$10,560,000**. To maximize the Expenditure Restraint Program calculations, the contingency fund was increased to \$226,864. The projected net decrease to the General Fund fund balance is <\$1,111,628>, which would lower the **unassigned fund balance to 28.9%** of the annual expenditures budget, within the 20%-30% targeted range.
 - C. A motion was made by Ald. Berg, supported by Ald. Lampe, to **pass the modified budgets of all Funds** onto the Council for its approval. Approved by unanimous roll call vote.
5. Adjournment. Ald. Lampe moved to adjourn at 10:17 pm, seconded by Ald. Berg, and carried a vote by unanimous voice.

DATE	Account	Name	Original	Modified	Impact to Fund 01 Bottom Line	First	Second	Vote
10/20/2025								
Pg 03	01-44-12-29	Tax Exempt Service Charges	(17,400)	-	(17,400)	FS	KB	4:0
Pg 01	01-44-11-33	PILOT	(215,402)	(232,802)	17,400			
Pg 59	05-51-71-70	Municipal Building	1,000,000	500,000		DD	FS	Amnd
	05-51-71-70	Municipal Building	1,000,000	625,000		DD	KB	3:1
Pg 60	05-55-41-70	Parks upgrades to 07-58-11-15	390,500	290,500	failed	KB	FS	2:2
Pg 63	07-58-11-15	Park Imprvmnts fr 05-55-41-70	36,500	136,500				
Pg 60	05-55-41-70	Park Garage renovations		123,500	failed	JL	no 2nd	
Pg 59	05-52-41-70	BSZ Vehicle	35,000	-		DD	JL	4:0
Pg 60	05-55-41-70	Park Upgrades	390,500	290,500		FS	KB	3:1
Pg 59	05-52-31-70	FD Hydrافusion stabilizer	30,000		failed	DD	FS	2:2
Pg 60	05-55-41-70	Park Garage- repairs	-	50,000		KB	FS	4:0
Pg 61	05-58-11-69	Infrastructure:\$500K for resurfacing (M&O or repl pavement, not reconstruction)				FS	KB	4:0
Pg 59	05-51-86-70	IT Systems	152,500	102,500		DD	KB	4:0
Pg 59	05-51-84-70	Media Data Preservation	10,000	-		DD	FS	3:1
Pg 61	05-58-11-69	Annual Streets - reduce \$27,574		(27,574)	failed	JL	KB	1:3
Pg 59	05-51-71-70	Municipal Building	625,000	597,426		FS	DD	4:0
Pg 58	05-48-20-20	Capital Borrowing	5,900,000	5,000,000		JL	DD	4:0
Pg 07	01-51-31-51	Main St Program	30,000		no change			
Pg 86	22-55-12-2x	Tourism- Main St Prgrm Grants	-	5,000		FS	KB	4:0
Pg 09	01-51-52-46	Assessor Contract Services	136,000	83,280	52,720	KB	DD	4:0
Pg 15	01-52-11-10	PD Wages Captain: 2/1 start		11,710	failed	FS	JL	2:2
Pg 30	01-57-11-6x	Crossroads of Watertown	-	3,000	(3,000)	JL	KB	4:0
Pg 11	01-51-81-56	Contingency Fund	105,000	102,000	3,000			
Pg 73	13-41-11-10	Transit City Local Share	(75,000)	(60,000)		FS	DD	3:1
	13-42-73-01	Transit State Mass Transit Aid	(245,393)	(212,300)				
	13-42-73-02	Transit Fed Mass Transit Aid	(388,215)	(332,925)				
	13-42-73-75	Transit Cab Revenue	(345,000)	(360,000)				
	13-57-11-46	Transit Purchased Transprt	1,121,430	965,000				
Pg 30	01-59-90-99	Contrbutn to Transit (Local Share)	75,000	60,000	15,000	FS	JL	3:1
Pg 05	01-49-99-16	Tax Levy	(10,860,000)	(10,560,000)	(300,000)	JL	DD	4:0
Pg 11	01-51-81-56	Contingency Fund	102,000	226,864	(124,864)			
Pg 89	24-58-11-05	FD 2% Dues- within existing budget				JL	DD	4:0
		Subtotal of Changes			(319,980)			
		Subtotal of Changes			(319,980)			
		Mayor's Original Budget			(791,647)			
		Finance Com Budget (Impact to Fund Balance)			(1,111,627)			
		Expenditure Restraint						
		2026 max Expenditures		21,706,589				
		Mayor's proposed		21,693,818				
		Original amount to meet ERP			(12,771)			
		Finance Com changes to Fund 01 Expenses			12,771			
		Revised impact in meeting ERP (must be negative number)			-			

Respectfully submitted,
Mark Stevens, Finance Director

Note: These minutes have not yet been corrected. Any changes will be noted at the meeting where the minutes are officially approved.