



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | vi.williamsbay.wi.gov

Phone: 262-245-2700

OFFICIAL MINUTES VILLAGE BOARD 12/4/2023 MEETING MONDAY, DECEMBER 4, 2023 AT 6:00 PM VILLAGE HALL COUNCIL ROOM 250 WILLIAMS STREET WILLIAMS BAY, WI 53191

I. Call to Order

Clerk Kolls called the meeting to order at 06:00pm.

II. Roll Call

Present: Trustees George Vlach, Jim D'Alessandro, Lowell Wright, Robert Umans, Adam Jaramillo, and Steven Russell

Also Present: Administrator David Lothspeich, Village Engineer Doug Snyder, Police Chief Justin Timm, Public Works Director Wayne Edwards, Clerk Tina Kolls

Excused: President Bill Duncan

The motion to nominate Lowell Wright to Chair the remainder of the meeting was initiated by Trustee D'Alessandro and seconded by Trustee Vlach. Unanimously carried.

III. Pledge of Allegiance

The Pledge of Allegiance was recited by all.

IV. Items for Discussion

A. Consider a Motion to Convene Into Closed Session

The Motion to Convene Into Closed Session was initiated by Trustee Umans and seconded by Trustee Vlach at 06:03pm.

Votes:

Yes: Trustee Jaramillo, Trustee D'Alessandro, Trustee Wright, Trustee Umans, Trustee Vlach, Trustee Russell

No: None

Abstain: None

Result: Passes

1. Pursuant to the exemption contained in Wis. Stats. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
 - Recreation Director position
 2. Pursuant to the exemption contained in Wis. Stats. § 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business.
 - Development Agreement with Constance Woods, LLC
- B. Motion to reconvene into open session

The Motion to reconvene into open session was initiated by Trustee Vlach and seconded by Trustee D'Alessandro at 06:59pm. Unanimously carried.

C. Possible discussion of/action for those items discussed in closed session

The motion to post the position for a full-time Recreation Director as well as to accept Dave Rowlands' resignation effective December 31, 2023, was initiated by Trustee Russell and seconded by Trustee D'Alessandro. Unanimously carried.

V. PUBLIC COMMENTS

Jim Killian, 91 Potawatomi, spoke in support of the Womens Leadership Center project. Killian also spoke in opposition to the easements included in the development agreement being requested by the Village of Williams Bay.

Don Mason, 508 Wiswell, Spoke in agreement of the easements included in the development agreement being requested by the Village of Williams Bay.

Karl Sorvick, spoke in support of hiring a full-time Recreation Director to replace Dave Rowland.

VI. Other Items for Discussion, Consideration, or Action

A. Development Agreement with Constance Woods, LLC

Trustee Wright explained that this item will be addressed under the Plan Commission Section item B along with the Site Plan.

VII. Plan Commission

A. APPLICANT: Constance Woods, LLC (Owner)

TAX KEY: WA499800001

STREET ADDRESS: 327 W. Constance Blvd, Village of Williams Bay

Applicant requests a conditional use permit per zoning code section 390-0223.C (5) *P & I Public and Institutional District – Indoor Institutional – Intensive* and Section 390-0821 *Group Development and Large Development Standards* to construct a Women's Leadership Center consisting of three structures with a total combined conditioned space of 24,894 square feet and a small storage accessory structure.

The motion to approve the conditional use permit per zoning code section 390-0223.C (5) *P & I Public and Institutional District – Indoor Institutional – Intensive* and Section 390-0821 *Group Development and Large Development Standards* to construct a Women's Leadership Center consisting of three structures with a total combined conditioned space of 24,894 square feet and a small storage accessory structure was initiated by Trustee Vlach and seconded by Trustee Umans. Unanimously carried.

B. APPLICANT: Constance Woods, LLC (Owner) TAX KEY: WA499800001

STREET ADDRESS: 327 W. Constance Blvd, Village of Williams Bay

The applicant is requesting approval of a site plan for development in the P & I Public and Institutional

District per Section 390-1206 Site Plan.

The motion to approve the site plan for development in the P & I Public and Institutional District per Section 390-1206 Site Plan subject upon a development agreement between the Village of Williams Bay and Constance Woods, LLC was initiated by Trustee Umans and seconded by Trustee D'Alessandro. Unanimously carried.

VIII. Minutes

A. Village Board Meeting Minutes of November 20, 2023

The motion to approve the Village Board Meeting Minutes of November 20, 2023 was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

IX. Presentation of accounts and petitions

A. Payroll ending 11-17-2023 in the amount of \$42,221.89

The motion to approve the Payroll ending 11-17-2023 in the amount of \$42,221.89 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

B. Accounts Payable Unpaid dated 12-01-2023 in the amount of \$352,393.43

The motion to approve the Accounts Payable Unpaid dated 12-01-2023 in the amount of \$352,393.43 was initiated by Trustee Wright and seconded by Trustee Vlach. Unanimously carried.

X. Public Hearing - Proposed Village of Williams Bay Annual Budget for Year 2024

A. Open Public Hearing

Trustee Wright opened the public hearing at 07:22 pm.

B. 2024 Budget Public Hearing Notice

C. 2024 Proposed Budget Presentation

Eric Davidson, Bauman & Associates, presented the proposed 2024 budget. The highlights included:

General Funds Revenues	2023 Estimated Actual	2023 Adopted Budget	2024 Proposed Budget
General Property Tax	\$1,776,259	\$2,704,336	\$1,763,209
Other Taxes	\$330,533	\$258,950	\$254,850
Intergovernmental Revenues	\$285,525	\$358,897	\$463,544
Licenses & Permits	\$231,990	\$180,875	\$154,170
Fines & Forfeitures	\$49,258	\$42,250	\$30,267
Public Charges for Services	\$558,628	\$376,215	\$387,500
Miscellaneous Revenues	\$28,538	\$14,250	\$23,750
Commercial	\$634,044	\$332,645	\$435,000
Operating Transfer(s) In	\$0	\$50,000	\$0
TOTAL REVENUES	\$3,894,775	\$4,318,418	\$3,512,290

General Fund Expenditures	2023 Estimated Actual	2023 Adopted Budget	2024 Proposed Budget
General Government	\$1,259,433	\$637,533	\$989,060
Public Safety	\$1,254,266	\$2,243,868	\$1,364,886
Public Works	\$723,262	\$632,414	\$651,976
Culture, recreation	\$381,289	\$329,502	\$291,900

& education			
Leisure	\$175,763	\$162,268	\$178,808
Contingency	\$83,444	\$148,288	\$35,660
TOTAL EXPENDITURES	\$3,877,457	\$4,153,873	\$3,512,290

Village of Williams Bay Mill Rate History

Year	Mill Rate per \$1000
2023	\$3.44
2022	\$3.46
2021	\$3.60
2020	\$3.57
2019	\$3.60
2018	\$3.60
2017	\$3.45
2016	\$3.30
2015	\$3.24

D. Close Public Hearing

Trustee Wright closed the public hearing at 07:33 pm.

XI. Adoption of Year 2024 Annual Budget & Establishing The Property Tax Levy for the Village of Williams Bay

A. Resolution R-83-23 Adopting The 2024 Annual Budget and Establishing The Property Tax Levy For The Village of Williams Bay

The motion to approve resolution R-83-23 Adopting The 2024 Annual Budget and Establishing The Property Tax Levy For The Village of Williams Bay was initiated by Trustee D'Alessandro and seconded by Trustee Vlach. Unanimously carried.

XII. President's Remarks

A. Request by Williams Bay School to make an informational presentation in 2024 on a possible referendum.

Trustee Wright explained that the Williams Bay School Board requested a joint meeting to make an informational presentation in 2024 on a possible referendum.

XIII. Ordinances and Resolutions

A. Resolution R-81-23 Updating Signatory Cards Authorizations With Various Financial Institutions For The Village of Williams Bay

The motion to approve resolution R-81-23 Updating Signatory Cards Authorizations With Various Financial Institutions For The Village of Williams Bay was initiated by D'Alessandro and seconded by Trustee Umans. Unanimously carried.

XIV. Public Comments

There were no public comments.

XV. Other Items for Discussion, Consideration, or Action

- A.** Resolution R-84-23 Approving Amendments to the Police Department Hiring and Promotion Procedure Eliminating Requirement to Post Part-Time Employment Applications.

The motion to approve resolution R-84-23 Approving Amendments to the Police Department Hiring and Promotion Procedure Eliminating Requirement to Post Part-Time Employment Applications was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

- B.** Resolution to Appoint Election Inspectors for the 2024-2025 Term

The motion to approve resolution R-82-23 to Appoint Election Inspectors for the 2024-2025 Term was initiated by Trustee D'Alessandro and seconded by Trustee Vlach. Unanimously carried.

XVI. Adjournment

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Vlach at 07:42pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

These are not official Minutes until approved by the Governing Body.