

**WAUNAKEE COMMUNITY SCHOOL DISTRICT  
BOARD OF EDUCATION BUDGET COMMITTEE MEETING**

Monday, March 4, 2019

7:35 AM

District Administration & Maintenance Center  
905 Bethel Circle  
Waunakee, Wisconsin 53597

**AGENDA**

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **APPROVAL OF AGENDA**
- IV. **PUBLIC COMMENTS**
- V. **2018-2019 BUDGET**

A. Projected End of the Year Balance

The purpose of this agenda item is to review the 2018-2019 budget, projected end of the year balance. Please be reminded that the 18-19 budget has a planned deficit of \$518,125, due to the \$565,000 in maintenance projects that are funded through the 2014 operational referendum funds (currently accounted for in the Fund 10 fund balance). This maintenance projects funding decision is connected to the Fund 41 account, as the 18-19 fiscal year is the second year of a three year plan to build up the fund balance in Fund 41. As of the February School Board meeting, no expenditures have been approved out of the district contingency fund.

B. Forecast 5 Budget Projection

The purpose of this agenda item is to review the 2018-19 budget Forecast 5 budget projection. The business office purchased a new Forecast 5 module which allows for detailed monthly budget analysis and projections. The projections compare actual year to date data with historical projected data from the last 5 years. This combination of actual and projected data provides detailed end of the year spending projections.

As of January 31st, the Fund 10/27 revenues are projected to end the year

\$193,413 higher than the budget. As of January 31st, the Fund 10/27 expenditures are projected to end the year \$159,335 lower than the budget. Combined together, the end of the year projection is \$352,748 positive.

## **VI. 2019-2020 BUDGET PLANNING**

### **A. Second Draft of 2019-2020 Budget Planning Process**

The purpose of this agenda item is to review the second draft of the budget planning process for 2019-2020. Attached please find the second draft. Please note that several pages of this document will need to be updated for a future Budget Committee meeting. These pages are all identified with a red box at the top of the page. The DPI has not released 17-18 financial data to ForeCast5. I will review the second draft with the committee, and will seek feedback on any suggested changes. The Admin Team is requesting approval of the 19-20 Budget Planning Process at the March 11th School Board meeting. In addition, please find attached a draft of the Strategic Planning presentation on resource allocation that will be presented at the March 11th School Board meeting.

## **VII. DISCUSSION/ACTION ON PROPOSALS**

There are no proposals to review this month.

### **A. Consideration of MOW with Village of Waunakee on Ripp Park Tennis Courts**

The purpose of this agenda item is to review a Memorandum of Understanding proposed by the Village of Waunakee on the Ripp Park Tennis Court project. Attached please find the Memorandum of Understanding and the bid results. Village of Waunakee staff have attended two prior Facility Committee meetings to provide information on a proposed project for the Ripp Park tennis courts. At the last Facility Committee meeting, the committee members requested consideration from the Village of a 5-year payback from the District instead of the 3-year payback that was proposed. Village staff have responded by revising the Memorandum of Understanding to include a 5-year payback. In addition, the

committee members requested a review of this Memorandum of Understanding by the Budget Committee, due to the fiscal impact of the request.

This agenda item is also included on the March 11, 2019 Regular School Board Meeting agenda. The Village will be requesting a decision from the School Board on this Memorandum of Understanding. If approved by the School Board, the Ripp Park Tennis Court project can move forward in 2019. Administration is requesting feedback from the Budget Committee members.

**VIII. OTHER ITEMS FOR DISCUSSION**

There are no other items for discussion this month.

**IX. FUTURE AGENDA ITEMS**

**X. ADJOURN**

“Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires assistance with access or materials should contact the Waunakee Community School District Office at 849-2000, 905 Bethel Circle Drive Waunakee, WI 53597, at least twenty-four hours prior to the commencement of the meeting so that necessary arrangements can be made to accommodate the request.”