

1 **FINANCE COMMITTEE**

2
3 Courthouse - Government Center
4 West Bend, WI

June 3, 2009
8:00 a.m.

5
6 Present: Ralph Hensel, Richard Bertram (arrived at 8:25 a.m.), Leslie Borman, William Meyers, and
7 Joan Russell.

8
9 Also Present: Finance Director Susan Haag, County Board Chairman Herbert Tennes, Administrative
10 Coordinator Doug Johnson, County Treasurer Janice Gettelman, County Attorney Kim Nass, County
11 Clerk Brenda Jaszewski, and Supervisors Charlene Brady and Peter Sorce.

12
13 Chairman Hensel called the meeting to order and read the Affidavit of Posting.

14
15 **MINUTES**

16 Moved by Mr. Borman, seconded by Mr. Meyers to approve the Finance Sub-Committee minutes of
17 May 20, 2009. Motion carried.

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19 **CAPITAL IMPROVEMENT PROJECTS PLAN**

20 Mr. Johnson distributed the proposed financial guidelines for capital improvement projects for 2010 –
21 2015. Average County funding for the six-year period should not exceed \$3.5 million per year.
22 Anticipated sales tax revenue for 2010 has been reduced from \$9.0 to \$8.250 million. Two scenarios
23 for allocation of the estimated county sales tax revenues were presented.

24
25 Mr. Bertram arrived at 8:25 a.m.

26
27 The first scenario uses 55% of sales tax revenue for property tax offset and 45% for capital projects in
28 2010, and 60% for property tax offset and 40% for capital projects in years 2011 through 2015. The
29 second scenario uses 60% sales tax revenue for property tax offset and 40% for capital projects in
30 2010, and 65% for property tax offset and 35% for capital projects in years 2011 through 2015. Mr.
31 Johnson recommends forwarding both options to the Executive Committee. No new borrowing is
32 planned for capital projects through 2015.

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34 Moved by Mr. Borman, seconded by Ms. Russell to forward the financial guidelines for capital
35 planning for 2010-2015 projects as presented, to the Executive Committee. Motion carried.

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37 **2010 BUDGET**

38 Mr. Johnson presented the proposed 2010 budget guidelines with base budgets for departments.
39 Moved by Mr. Bertram, seconded by Mr. Borman to approve the 2010 guidelines for the base level
40 department budgets as presented. Motion carried with Mr. Meyers voting No.

41
42 **M&I BANK CONTRACT**

43 *Appearance: County Treasurer Janice Gettelman, M&I Bank representatives: President Richard*
44 *Leitheiser, Vice-President David Goodno, Vice-President Rosemary Petite, and Officer-Treasury*
45 *Management Services Jason Scherer.*

46

1 Ms. Gettelman explained that our current contract with M&I Marshall & Ilsley Bank, will expire July
2 31, 2009 and she is recommending Washington County renew the contract for a three-year term
3 expiring July 31, 2012. A review of M&I services was discussed and it was noted the proposed
4 contract reduces the monthly fees for Washington County.

5
6 Moved by Bertram, seconded by Ms. Russell to authorize the County Treasurer to enter into a three-
7 year contract extension with M&I Marshall & Ilsley Bank to provide banking services for Washington
8 County. Motion carried.

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10 Mr. Hensel recessed the meeting at 9:40 a.m. and reconvened at 9:45 a.m.

11 **ACCOUNTS TO WATCH**

12 Mr. Johnson distributed and reviewed a listing of 2009 accounts to watch as of May 31, 2009. He
13 noted that total 2009 Register of Deeds revenues are close to where they should be; however, County
14 Treasurer revenues are down due to lower than budgeted interest on investments. The Committee
15 discussed delinquent property taxes and Ms. Haag noted this is being monitored. Ms. Gettelman stated
16 that a significant portion of the delinquent taxes are from developers and she has been aggressively
17 addressing this issue. Fuel costs through the end of April are significantly lower than budgeted and
18 departments have been informed they cannot transfer unused fuel funds to other accounts.

19
20
21 Mr. Johnson stated that sales tax revenues are less than projected. The 2009 county budget for sales
22 tax revenue is \$8,750,000, and due to the economy, we anticipate receiving approximately \$8,000,000.
23 Mr. Johnson recommends allocating \$750,000 of surplus 2008 sales tax revenues to 2009 to cover the
24 anticipated shortfall.

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26 Moved by Mr. Meyers, seconded by Mr. Borman to apply \$750,000 of 2008 undesignated sales tax
27 revenues to 2009 sales tax revenues. Motion carried.

28 **AGRICULTURAL & INDUSTRIAL SOCIETY (AIS) FAIR AGREEMENT**

29 *Appearance: AIS Board Member Barb Lemler and Fair Park Accounting Manager Debbie Hoefert*

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31
32 Ms. Nass distributed and reviewed a proposed credit agreement between Washington County and AIS
33 for the \$250,000 County loan that was approved in 2009 Resolution 10. It was noted this agreement
34 has been approved by the AIS Executive committee.

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36 Moved by Ms. Russell, seconded by Mr. Borman to approve the credit agreement between Washington
37 County and the Agricultural and Industrial Society, as presented. Motion carried.

38 **FIRST QUARTER INVESTMENT REPORT**

39 Ms. Gettelman presented and reviewed the 2009 first quarter investment report. Moved by Mr.
40 Bertram, seconded by Mr. Meyers to accept the report. Motion carried.

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43 Mr. Meyers was excused at 10:40 a.m.

44 **AG USE VALUE REPORT**

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1 Ms. Gettelman reviewed the 2009 Ag Use conversion fee summary and noted that 2009 budgeted
2 revenues are \$50,000 and we have received 10,598.93 to date. Moved by Ms. Russell, seconded by
3 Mr. Bertram to accept the report. Motion carried.

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5 **INTEREST ON DELINQUENT TAXES**

6 Ms. Gettelman stated that as of March 31, we have received approximately \$57,000 more interest
7 revenue from delinquent taxes than through March 31 of last year. Moved by Mr. Borman, seconded
8 by Mr. Bertram to accept the report. Motion carried.

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10 **OUT-OF-STATE TRAVEL REQUEST**

11 Sheriff Schmidt was unavailable and this item will be addressed at the next meeting.

12
13 **FINANCE DIRECTOR'S REPORT**

14 **Quest Conference Report**

15 Ms. Haag reported on the educational sessions attended by Finance and I.S. staff at the Quest
16 conference in Orlando, Florida May 3 - 7.

17
18 **Sales Tax Report**

19 The total received in May for sales tax earned in March 2009, was \$697,563.20, for a 2009 total of
20 \$1,903,968.91.

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22 **NEXT MEETING DATES**

23 The Finance Sub-Committee will meet on June 10 and 17, 2009, and the regular Finance Committee
24 will meet on June 24, 2009, with department heads for presentation of the 2010 budget.

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26 **VOUCHERS**

27 Moved by Mr. Borman, seconded by Mr. Bertram to approve the following:

28 **Miscellaneous** vouchers in the amount of \$3,010.36.

29 **General Accounts Payable** vouchers in the amount of \$325,072.05.

30 **Jury** vouchers in the amount of \$325.87.

31 Motion carried.

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33 **ADJOURNMENT**

34 Moved by Mr. Borman, seconded by Mr. Bertram to adjourn at 11:07 a.m. Motion carried.

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Brenda J. Jaszewski, County Clerk