

1 **FINANCE COMMITTEE**

2
3 Public Agency Center
4 West Bend, WI

September 27, 2006
8:30 a.m.

5
6 Present: Herbert J. Tennes, James E. Spindler, Joan A. Russell, Richard L. Bertram, and Ralph R.
7 Hensel.

8
9 Also Present: County Board Chair Thomas J. Sackett, Administrative Coordinator Douglas A.
10 Johnson, Finance Director Susan M. Haag, County Clerk Brenda Jaszewski, and Judy Steinert,
11 Administrative Assistant.

12
13 Chairperson Tennes called the meeting to order at 8:30 a.m. and read the Affidavit of Posting.

14
15 **Administrative Coordinator's 2007 Budget Summary**

16 Mr. Johnson reviewed the budget process the committee will be following. He then gave an
17 explanation and review of the 2007 Budget Summary, Budget Rate Sheets, Budget Highlights, and
18 Position Requests.

19
20 **Doing the County Work**

21 The County has important work to accomplish in the areas that
22 Wisconsin has assigned our departments and committees. These include public safety, transportation,
23 health and human services, conservation and planning, culture and education, and general county
24 administration. Continued population growth adds demands for services. All areas will have sufficient
25 funds in this budget to meet the essential needs, but also requests from the public that will be delayed
26 or left undone. Specific funding levels have been analyzed for each department, with no across-the-
board formula applied to all.

27
28 **Coping with Increased Energy Costs**

29 The costs of electricity and natural gas for
buildings and gasoline for vehicles have been much higher during 2006 than the amounts budgeted.
30 This Budget was developed based on the assumption that 2007 costs will be somewhat higher than
31 2006 experience, but not increasing at the dramatic pace of the past two years. A staff energy task
32 force is proposed by Administration to find additional ways to conserve, reducing utilization below
33 current levels. As proposed, the Budget includes \$365,406 more for electricity and natural gas bills
34 than the amount budgeted for 2006.

35
36 **Hosting the State Courts**

37 Counties in Wisconsin are responsible to provide facilities for the
Circuit Courts and staff to allow them to operate efficiently. As court costs have increased, counties
38 have objected to further increases in the use of local property taxes to pay for these expenses. State
39 aids for courts are increasing only \$2,160. The opening of the needed Justice Center adds \$81,087 of
40 additional operating expenses to this Budget, not counting utility costs. The Security staffing is
41 recommended at \$598,567 which is nearly the same cost as 2006. The property tax levy for the three
42 court related departments (Clerk of Courts, Probate/ Juvenile, and District Attorney) is recommended
43 to increase \$95,922.

44
45 **Health & Human Services Well Managed**

46 Another challenge for the county is to provide a
wide variety of health and human services within a limited budget. High cost institutional placements
47 of adults with disabilities or troubled juveniles can cause dramatic increases in local taxes. On-going
48 attention to funding needs targeted to priority areas result in the best, sustainable results. Experienced

1 managers for these departments have prepared plans which together hold cost increases below the
 2 overall 4.3% level for this Budget. In addition the Samaritan Health Center will be able to operate for
 3 the next year without need of county levy.

4
 5 **Meeting Requirements for Medical Examiner** Community expectations and legal
 6 requirements have continued to increase county costs of operating the Medical Examiner office. In
 7 July the County Board authorized increased staffing by making the Chief Assistant Medical Examiner
 8 a full-time position. These increased costs are evident in this Budget. To reduce future costs for this
 9 department, alternative plans for short-term storage of bodies are being developed and finalized for
 10 possible implementation at the end of this year.

11
 12 **Planning & Parks Department Priorities** In order to accomplish a 2007 budget that is at the
 13 Base level authorized by the Finance Committee in May, choices were identified and recommended by
 14 the Planning, Conservation & Parks Committee and by the Administrative Coordinator. Areas of
 15 reduction included leaving a vacant Parks position unfilled, eliminating staff hours from the Real
 16 Property Lister Office, consolidating parks and golf maintenance operations at the Golf Course, and
 17 postponing completion of several park improvement projects. This allows the department to cover the
 18 cost of increased salaries and benefits for continuing staff, fund a full-year for a Land & Water
 19 Conservation Project Technician position added in April 2006, continue progress on comprehensive
 20 planning, and make improvements to allow Yahr County Park to open in the first half of 2007.

21
 22 **Cutbacks from State Local Levy Limit** For the second year counties are subject to a state
 23 property tax levy limit based on the extent of valuation increases in new construction. The difference
 24 between County levy targets and this state limit is more than \$400,000 for 2007. Specific reductions
 25 recommended to satisfy the state levy limit include the following:

- 26 • Clean Sweep, local share - \$95,000 (by PCPC)
- 27 • Court Security, one deputy - \$77,632 (by Administrative Coordinator)
- 28 • Sheriff's Dept. other reductions - \$96,443 (by Administrative Coordinator)
- 29 • CCSA service reductions - \$74,944 (by CCSA and Admin. Coordinator)
- 30 • DSS and Child Support reductions - \$42,003 (by Administrative Coordinator)

31
 32 **Support for Quality of Life** Not everything that is important for the County to do is
 33 mandated by the State. The same level of funding support is continued without reduction for these
 34 private partners: Washington County Economic Development, Washington County Historical Society,
 35 Washington County Convention & Visitors Bureau, and Washington County Agricultural & Industrial
 36 Society (Fair Park). In addition modest increases are included to support current service levels of the
 37 UW-Extension and the County Library System.

38
 39 **Wage and Health Insurance Costs** The Budget includes 2007 wage increases of 2.5% for
 40 current non-represented employees and health insurance plan premium increases of 7%. Along with
 41 negotiated labor contracts these adjustments add \$1.8 million to the cost of county operations. While
 42 the rate of increase is less than in any of the last ten years, it still makes it difficult for most
 43 departments to continue the current level of services without increases above Base level budgets.

44
 45 **Sales Tax Offset and County Property Taxes** In line with the accepted 2007 Capital
 46 Improvement Program, an additional 5% (\$400,000) of the budgeted sales tax collections will be
 47 allocated to offset the amount of county property tax levy. This offset is applied after establishing a
 48 budget recommendation which meets the state levy limit amount. The result is a countywide tax rate

1 reduced 18 cents per thousand of valuation, the ninth straight year of rate reductions. County taxes on
2 an average home valued at an increased value of \$190,000 will remain about the same as this year,
3 with a bill of \$548.

4 5 **County Board**

6 The County Board budget was presented by Chairman Tom Sackett. Mr. Johnson reported the base
7 level funding is \$528,764 and the recommended budget is \$527,130 (-0.4%). The Requested budget is
8 below the authorized Base level. Mr. Sackett reviewed some of the line items from his budget.

9
10 Moved by Mr. Spindler, seconded by Mr. Bertram to tentatively approve the County Board 2007
11 recommended budget and levy, including out-of-state travel, in the amount of \$527,130. Motion
12 carried.

13
14 Mr. Tennes recessed at 9:55 a.m. and reconvened at 10:00 a.m.

15 16 **Library**

17 The Library budget was presented by County Clerk Brenda Jaszewski and Supervisor Charlene Brady.
18 Mr. Johnson presented the 2007 base level funding of \$1,474,039 and the recommended budget is
19 \$1,493,429 (+2.8%). The Requested budget continues an on-going effort by the County to levy a fair
20 share of the cost of the library system from the municipalities that do not operate a public library. The
21 library tax rate is reduced by nearly 2 cents per thousand of valuation below this year's rate.

22 23 **DECISION ITEM FUNDED:**

24 ① Funding above Base level for circulation to municipal libraries @ \$19,390

25
26 Moved by Mr. Bertram, seconded by Mr. Hensel to tentatively approve the Library Services 2007
27 recommended budget and levy in the amount of \$1,493,429. Motion carried.

28 29 **Administration/Emergency Management/Facilities**

30 Mr. Johnson, Facility Manager David Loomans, and Emergency Management Coordinator Rob
31 Schmid presented the Administration, Emergency Management, and Facilities budget with a base level
32 funding of \$251,741 for Administration and \$1,957,458 for Facilities. The recommended budget is
33 \$245,381 (-1.1%) for Administration and \$2,445,873 (+26.8%) for Facilities.

34
35 For Administration, the Requested budget is below the authorized Base level. This was accomplished
36 by changing the allocation of the Emergency Management Coordinator position from 90% to 100%
37 funded by Emergency Management.

38 39 **DECISION ITEMS FUNDED:**

- 40 ① Electricity according to 2006 projected cost levels @ \$167,246
41 ② Natural gas according to 2006 projected cost levels @ \$198,160
42 ④ Additional costs of operating Justice Center building for full year @ \$79,242
43 ⑤ Budget maintenance contract at correct level, in error for 2006 @ \$26,408
44 ⑥ Custodial wages and benefit increases above Base level @ \$17,359

45 46 47 **NOT YET FUNDED:**

- 48 ③ Utility rate increases for 2007, to be offset by additional energy conservation efforts @ \$80,000

1
2 **OTHER ADJUSTMENTS TO REQUEST:** Recommend using Facility Project Funds
3 originally planned for the Schmidt Rd-Rolfs Ave project as follows: \$23,000 for cooler upgrade at the
4 Samaritan to serve the needs of Medical Examiner and \$174,000 (transfer to Planning & Parks). This
5 issue will be brought back for approval after the Medical Examiner and Planning & Parks Department
6 budgets have been reviewed.

7
8 Moved by Mr. Spindler, seconded by Ms. Russell to tentatively approve the Administration and
9 Facilities 2007 recommended budget and levy, including outlay and out-of-state travel, in the amount
10 of \$245,381 for Administration and \$2,445,873 for Facilities. Motion carried.

11
12 **County Clerk**

13 The County Clerk budget was presented by County Clerk Brenda Jaszewski. Mr. Johnson presented
14 the base level funding of \$378,390 and the recommended budget is \$377,553 (+1.3%). The Requested
15 budget is below the authorized Base level.

16
17 Changing election system laws and requirements have been a very demanding area for this department.
18 Required ADA-compliant voting equipment was purchased for all municipalities cooperatively
19 through an intergovernmental agreement. The new Statewide Voter Registration System (SVRS) has
20 been implemented, with training provided to County Clerk staff and self-relying municipal clerks.

21
22 The Committee discussed the User Fees and recommends increasing the Marriage License fee by \$10.
23 This increase in revenue would result in reducing the County Clerk 2007 budget by \$7,000.

24
25 Moved by Mr. Bertram, seconded by Ms. Russell to increase the 2007 Marriage License Fee from \$75
26 to \$85. Motion carried.

27
28 Moved by Mr. Bertram, seconded by Ms. Russell to tentatively approve the County Clerk 2007 revised
29 budget and levy, including outlay and revised user fees, in the amount of \$370,553. Motion carried.

30
31 Moved by Mr. Bertram, seconded by Ms. Russell, to recess the meeting at 10:56 a.m. until Thursday,
32 September 28, at 8:30 a.m. Motion carried.

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34
35
36 Brenda Jaszewski
37 County Clerk