

1 **FINANCE COMMITTEE**

2
3 Government Center
4 West Bend, WI

October 3, 2007
8:30 a.m.

5
6 Present: Herbert J. Tennes, James E. Spindler, Joan A. Russell, Richard L. Bertram, and Ralph
7 R. 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 reconvened the meeting at 8:30 a.m.

14
15 **UW-Extension**

16 The UW-Extension budget was presented by the Community Development Educator/Department
17 Head Kandi O’Neil and Supervisor Mary Krumbiegel. Mr. Johnson presented the base level
18 funding of \$540,000 and the recommended budget is \$567,224 +5.0(%)
19

20 This department was not assigned a 1.5% increase in the Base level funding because of expected
21 savings from the retirement of the former department head, at the top of the Pay Range. Upon
22 further review, those savings were fully anticipated in the 2007 Budget. The Requested budget
23 continues the current staffing plan and planned use of Fair Park facilities at next year’s costs.
24

25 **DECISION ITEM FUNDED:**

- 26 ① 1.5% base increase needed to cover wage and benefit increases for staff @ \$8,100
 - 27 ② Fund 2007 level of use and cost of Fair Park facilities @ \$19,124
- 28

29 **ONE MORE THING:** The department head, UW-EX Eastern District Leader, Education &
30 Culture Committee, and Administrative Coordinator conducted final interviews of candidates for
31 the vacant Community Resource Development Educator position on September 24. An updated
32 position description was used in the recruitment, produced following a May 15 visioning session
33 of community partners. Announcement of an appointment is expected shortly.
34

35 Moved by Mr. Spindler, seconded by Ms. Russell, to tentatively approve the UW-Extension
36 2008 recommended budget and levy, including out of state travel in the amount of \$567,224.
37 Motion carried.
38

39 **Fair Park**

40 The Fair Park budget was presented by Director Nancy Justman, Accounting staff Debbie
41 Hoefert and Supervisor Mary Krumbiegel. Mr. Johnson presented the base level budget of
42 \$205,000 and the recommended budget is \$205,000 (no increase).
43

44 Weather helps to create the highest highs and unavoidable headaches of the signature event of
45 Fair Park, the annual County Fair. For the second year in a row the weather was not favorable for
46 large crowds and lengthy stays. The Agricultural & Industrial Society has developed modest
47 operating reserves so that it can cover financial shortfalls without asking for supplemental money

1 from the County. Based on the high level of programming planned for 2008, continuation of the
2 Requested same level of county levy is recommended.

3
4 **ONE MORE THING:** Three large goals for 2008 include organizing and hosting the 150th
5 anniversary County Fair; organizing and hosting H.O.G. Haven for visitors to Harley-Davidson's
6 105th anniversary week; and building a multipurpose building to provide additional space
7 conveniently located near the Pavilion. The County Board will be asked to make a decision on
8 the Exhibit Hall building as it completes the 2008-2013 Capital Improvement Plan at the October
9 23 Board meeting.

10
11 Moved by Ms. Russell, seconded by Mr. Hensel, to tentatively approve the Fair Park 2008
12 recommended budget and levy, in the amount of \$205,000. Motion carried.

13
14 **Culture Fund - Historical Society**

15 The Historical Society budget was presented by Executive Director Chip Beckford and
16 Supervisor Mary Krumbiegel. Mr. Johnson presented the total base level funding for the
17 Historical Society portion of \$383,323 and the recommended budget is \$406,480.

18
19 The **Historical Society** has increasing costs and was denied grant funding that earlier was
20 awarded. The Education & Culture Committee recommended funding \$12,000 of the \$20,000
21 increase requested, to help fund known staff health insurance and salary expenses. This is the
22 first increase in operating support for the Society since 2005.

23
24 **DECISION ITEM FUNDED:**

- 25 ① Increased cost of Old Courthouse facility operations @ \$11,157
- 26 ② Increased support for Historical Society operations @ \$12,000

27
28 **ONE MORE THING:** Now on display at the **Historical Society**, Wisconsin Association for
29 Home and Community Education – UW Extension exhibit (including PAC quilt) through
30 December 2007.

31
32 Moved by Mr. Spindler, seconded by Mr. Bertram, to tentatively approve the Culture Fund-
33 Historical Society 2008 recommended budget and levy in the amount of \$406,480. Motion
34 carried.

35
36 **Culture Fund - Convention and Visitors Bureau**

37 The Convention and Visitors Bureau budget was presented by Executive Director Roger Kist and
38 Supervisor Mary Krumbiegel. Mr. Johnson presented the base level budget of \$35,625 and the
39 recommended budget is \$35,625. The WC Convention and Visitors Bureau continues at 2007
40 levels, as requested.

41
42 The County is honoring its annual funding commitment to the **Convention and Visitors Bureau**
43 at the 2007 level. No increase was requested, since the level of local funding contributed to the
44 Bureau has not been maintained at an acceptable level. A fresh look at countywide and local
45 cooperation for tourism promotion is recommended during the first half of 2008.

1 Moved by Mr. Hensel, seconded by Mr. Bertram, to tentatively approve the Washington County
2 Convention and Visitor's Bureau 2008 recommended budget and county levy in the amount of
3 \$35,625. Motion carried.
4

5 **Register of Deeds**

6 The Register of Deeds budget was presented by Register of Deeds Sharon Martin. Mr. Johnson
7 reported the base level funding is revenue more than expenses of \$539,939 and the
8 recommended budget is revenue more than expenses of \$540,577.
9

10 The Requested budget is below the authorized level. Though the real estate market has been
11 slow, revenues are continuing to come in at a slow but steady pace, sufficient to project meeting
12 this year's budgeted levels. Prudent reductions have been made in budgeted revenues for 2008.
13

14 **ONE MORE THING:** Customer service and convenience play a large role in this department.
15 Through on-line access to records, both citizens and businesses are able to help themselves.
16 Business arrangements include subscriptions for unlimited access, escrow accounts, and self-
17 registrations. Even with on-line convenience, citizens still need help in person or by phone on a
18 daily basis regarding questions with real estate and vital records.
19

20 Moved by Ms. Russell, seconded by Mr. Hensel to tentatively approve the Register of Deeds
21 2008 recommended budget and levy, including user fees, for an amount of revenue more than
22 expenses of \$540,577. Motion carried.
23

24 **Review Budget/Set Levy**

25 Moved by Mr. Spindler, seconded by Mr. Hensel to cut \$2,000 from the Sheriff's Department
26 2008 Budget and recommend the decrease be realized in a Training account. Motion carried.
27

28 Moved by Mr. Spindler, seconded by Mr. Bertram to budget the State Shared Revenue levy
29 amount at \$890,000. Motion carried.
30

31 Moved by Mr. Bertram seconded by Ms. Russell to approve and forward to the County Board,
32 the 2008 budget with Total Expenses in the amount of \$147,638,452 and Total Revenues in the
33 amount of \$109,087,201, and a total levy of \$38,551,251. Motion carried.
34

35 Moved by Ms. Russell, seconded by Mr. Bertram to approve the 2008 County tax rates as
36 follows: County - \$2.8113, County Bridge Aide - \$0.0079, and County Library - \$0.2252.
37 Motion carried.
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39 Moved by Mr. Bertram, seconded by Mr. Spindler to adjourn at 11:26 a.m. Motion carried.
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Brenda Jaszewski, County Clerk