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**WASHINGTON COUNTY
EXECUTIVE COMMITTEE MEETING**

Courthouse - Government Center
West Bend, WI

June 28, 2012
9:05 a.m.

Present: Herbert Tennes, Mark McCune, Paul Ustruck, Rick Gundrum, and Daniel Stoffel.

Also Present: Administrative Coordinator Doug Johnson, County Attorney Kim Nass, County Clerk Brenda Jaszewski, Finance Director Susan Haag, Deputy Finance Director Paul Labonte, Planning and Parks Administrator Paul Mueller, Sheriff Dale Schmidt, Captain Steve Gonwa, Supervisor Robert Milich, and Chief Deputy County Clerk Linda Doro.

Chairperson Tennes called the meeting to order and read the Affidavit of Posting.

MINUTES

Moved by Mr. Ustruck, seconded by Mr. Stoffel to approve the minutes of May 22, 2012, as presented. Motion carried.

Moved by Mr. Gundrum, seconded by Mr. Stoffel to approve the minutes of June 6, 2012, as presented. Motion carried.

APPOINTMENTS

Land Information Council

Moved by Mr. McCune, seconded by Mr. Gundrum to approve the appointment of Justin Drew to the Land Information Council for an indefinite term, and forward to the County Board.

Motion carried.

OVERVIEW OF CABELA'S PROJECT

Ms. Nass presented background information regarding the Cabela's project and the associated agreements.

CLOSED SESSION

Moved by Mr. Stoffel, seconded by Mr. Ustruck to convene in Closed Session at 9:13 a.m. pursuant to §19.85(1)(e), Wis. Stats., deliberating or negotiating other specified public business whenever competitive or bargaining reasons require a closed session; specifically, "to discuss Cabela's Development Agreement." Motion carried unanimously by roll call vote.

RETURN TO OPEN SESSION

Moved by Mr. McCune, seconded by Mr. Gundrum to return to Open Session at 9:55 a.m. Motion carried unanimously by roll call vote.

POSSIBLE ACTION ON CLOSED SESSION ITEM

Moved by Mr. Ustruck, seconded by Mr. Stoffel to recommend that the Finance Committee pursue refinance options of the State Trust Fund Loan as discussed in the Closed Session, and the County Attorney is authorized to provide notice to Cabela's of Washington County's intent

1 to contractual continue its obligation under the development agreement, if the County refinances
2 the State Trust Fund Loan. Motion carried.

3 4 **2013 - 2018 CAPITAL UPDATE WORKING SESSION**

5 Financial Guidelines and Plans

6 Mr. Johnson distributed the proposed financial guidelines for the Capital Improvement Plan
7 (CIP) for 2013 - 2018 projects. He is recommending the average County funding for the six year
8 period not exceed \$3.5 million per year. In addition to this, he also recommends using
9 \$2,000,000 of unused prior year sales taxes. Sales tax revenue is estimated at \$8.8 million for
10 2013, with a \$200,000 increase for each subsequent year. The allocation between property tax
11 offset and capital projects for 2013 and 2014 is recommended at 60% and 40%, respectively.
12 For 2015 through 2018, the allocation is recommended at 65% property tax offset and 35%
13 capital projects. This allocation is based on the understanding that a \$500,000 supplement from
14 the General Fund will be added to the operating budget above the \$1,500,000 level for both 2013
15 and 2014.

16 17 Presentation and Discussion of Draft 2

18 Mr. Johnson presented Draft 2 of the 2013-2018 Capital Improvement Program. The 2013 CIP
19 projects are as follows: 1) \$400,000 for Facility projects; 2) \$100,000 for Facility Projects at
20 Fair Park; 3) \$400,000 for Park Development; 5) \$1,500,000 for Highway Road projects; 6)
21 \$500,000 for the Economic Development Impact Revolving Loan Fund; and 7) \$500,000 for the
22 Economic Development Attraction Fund.

23 24 Election Voting Equipment Project

25 *Appearance: Village of Richfield Administrator Joshua Schoemann, Town of Addison Clerk*
26 *Ellen Wolf, Village of Kewaskum Administrator Matt Heiser, Village of Newburg Clerk Bill*
27 *Cording*

28 Ms. Jaszewski is requesting \$465,000 be included in the 2015 CIP plan for obtaining new
29 election equipment on a county-wide basis, including the County Clerk's office. The method of
30 procurement, either to purchase or to lease, would be decided at a later date. Mr. Schoemann,
31 Ms. Wolf, Mr. Heiser and Mr. Cording spoke in support of this request.

32 33 Information on I.S. Infrastructure and E911 System Replacement Projects

34 *Appearance: IS Network Manager Dawn Sericati and Captain Steve Gonwa*

35 Ms. Sericati is requesting \$600,000 be included in the 2014 CIP plan for a Network
36 Infrastructure Replacement and Mr. Gonwa is requesting \$267,000 in 2015 plan for E911
37 Equipment Replacement.

38 39 Discuss Formula Allocations in CIP

40 Mr. Johnson discussed the yearly formula allocations in the CIP for the Facility, Highway, and
41 Park Development projects. The annual allocations for Facility and Fair Park projects, and
42 Highway Road projects are recommended at the same levels from last year's update, and
43 extended to 2018. The Park Development allocation is recommended for reduction from
44 \$500,000 to \$400,000 per year. This reflects both an excess of unused funds from past years and
45 lack of consensus on the PCPC regarding the need for all types of projects anticipated using the
46 higher amount. If Executive Committee supports this direction, the Planning and Parks

1 Administrator and PCPC will be asked to review and reprioritize recommended projects using
2 the new allocation plan.

3
4 Discuss Approach of Planned General Funds Project

5 Mr. Johnson presented a 2013-2018 concept plan for General Fund projects. It was the
6 Executive Committee's consensus to allow the Finance Committee to determine General Fund
7 projects on a year-to-year basis and remove those projects from the listing on the plan.

8
9 Moved by Mr. Stoffel, seconded by Mr. Gundrum to forward Draft II of the 2013-2018 Capital
10 Improvement Program Plan to the Finance Committee. Motion carried.

11
12 **FURTHER DISCUSSION OF STRATEGIC PLANNING IDEA AND RELATION TO**
13 **OUTSOURCING REPORT**

14 Postponed to a future meeting.

15
16 **REPORT ON PROGRESS WITH ATTRACTION FUND PROJECT AND IMPACT RLF**
17 **APPLICATION**

18 *Appearance: Economic Development-Washington County Executive Director Christian G.*
19 *Tscheschlok*

20 Mr. Tscheschlok presented a progress report on the Attraction Fund project and Impact RLF
21 application.

22
23 **CLOSED SESSION**

24 Moved by Mr. Stoffel, seconded by Mr. Ustruck to convene in closed session at 11:57 a.m.
25 pursuant to §19.85(1)(e), Wis. Stats., deliberating or negotiating the purchase of public
26 properties, the investing of public funds, or conducting other specified public business, whenever
27 competitive or bargaining reasons require a closed session; specifically, “to consider a proposal
28 for the use of the County’s Impact RLF. Motion carried unanimously by roll call vote.

29
30 **RETURN TO OPEN SESSION**

31 Moved by Mr. Gundrum, seconded by Mr. McCune to return to open session at 12:10 p.m.
32 Motion carried unanimously by roll call vote.

33
34 Mr. McCune was excused at 12:11 p.m.

35
36 **REPORT ON CARLSON PAY PLAN STATUS AND SCHEDULE**

37 Mr. Johnson reported at the July 12, 2012, Administrative Services Committee, Charlie Carlson
38 will present a draft 2 of the proposed pay plan and the methods of implementing the pay plan
39 will be discussed and acted on.

40
41 **REPORTS BY COUNTY BOARD CHAIRPERSON, ADMINSTRATIVE**
42 **COORDINATOR, COUNTY ATTORNEY**

43 Status of MATC Board and Member Selection

44 Chairperson Tennes reported on the committee member selection to the MATC Board, and
45 reported on the Wisconsin Counties Association Board of Director's meeting he attended.

46 Courthouse 50th Anniversary Celebration

1 Mr. Johnson distributed a cost report on the Courthouse 50th Anniversary Celebration. The
2 celebration costs were split between the County Board and Administration budgets.

3

4 **NEXT MEETING DATE**

5 The next Executive Committee is tentatively scheduled for Tuesday, July 24, 2012.

6

7 **ADJOURNMENT**

8 Moved by Mr. Ustruck, seconded by Mr. Stoffel to adjourn the meeting at 12:22 p.m. Motion
9 carried.

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Brenda J. Jaszewski, County Clerk