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**WASHINGTON COUNTY
FINANCE COMMITTEE BUDGET HEARING**

Government Center
West Bend, WI

October 8, 2013
8:00 a.m.

Present: Ralph Hensel, Leslie Borman, Raymond Heidtke, Robert Milich and Todd White.

Also Present: Administrative Coordinator Douglas Johnson, County Board Chairperson Herbert Tennies, Finance Director Susan Haag, County Clerk Brenda Jaszewski, Chief Deputy County Clerk Linda Doro, Assistant Finance Director Kathie Wild, Assistant Finance Director Dave Owens, and Supervisors Donald Kriefall, Marilyn Merten, and Dennis Myers.

Chairperson Hensel reconvened the meeting at 8:00 a.m.

UW-EXTENSION

The UW-Extension budget was presented by the Community & Economic Development Educator/ Department Head Paul Roback. Mr. Johnson presented the base level funding of \$535,196 and the recommended budget is \$549,430 (+1.6% above 2013 levy).

Health insurance costs for the same staffing plan increased by \$12,427 above 2013 Budget. The rest of the cost above Base level funding is due to increased workers compensation, retirement and social security costs. After trimming the Requested budget, the Education & Culture Committee acknowledged reductions in budgets since 2011 and that the department has returned unused funds when those occurred from staff turnover. A staffing reduction is not recommended, given the work expectations for this department.

Decision Items Funded:

1. Keep current staffing or replace one full-time office position with part-time @ \$14,234

One More Thing: At the Wisconsin Counties Association Annual Conference September 24, newly elected President Marty Krueger, Sauk County Board Chair, included county engagement with UW-Extension as one of his four term initiatives for the next year. With a unique position grounded in knowledge of our local communities and linked with the resources of the University of Wisconsin, UW-Extension is a resource for dealing with additional challenges facing county government.

The Committee discussed the fee structure for those participating in 4-H and questioned the reasoning for the County to continue to financially supplement this program to the extent that we do. Mr. Johnson suggested the Committee direct Mr. Roback to review the fee structure for 4-H participants. It was agreed that Mr. Roback will work with the Education and Culture Committee to contact the 4-H Organization Leaders and discuss the fee structure for the future. Mr. Roback will bring a report back to this Committee prior to the beginning of the new term of County Board Supervisors, which begins in April, 2014.

Moved by Mr. Borman, seconded by Mr. Heidtke to tentatively approve the UW-Extension 2014 recommended budget, including Out of State Travel, for a total net levy in the amount of \$549,430. Motion carried with Mr. Milich voting no.

REGISTER OF DEEDS

The Register of Deeds budget was presented by Register of Deeds Sharon Martin. Mr. Johnson reported the base level funding is revenue more than expenses of \$207,629 and the recommended budget is revenue more than expenses of \$277,114. The Requested budget achieves more net revenue than the Base level target set by Finance Committee on May 29. The incremental Base level budget approach is difficult to apply with this department (ROD), because of the variability of the housing related revenues they collect. The Base level target is set without analyzing changes in those revenues. That reckoning needs to happen at the liaison and Finance committees. When the housing market was “hot” (2006-2008), the annual net credit contributed by ROD grew to an average of \$357,455. When it went very “cold” (2011-2012), the annual net credit available plunged to \$101,647. The Requested budget is fair to the department and is likely to be sustainable.

One More Thing: The 2013-2015 State Budget repurposed a \$5 per document Social Security redaction fee (used by counties) to a statewide digital parcel map project (State) effective 2015. Washington County was one of only three counties in the state that has accomplished the required redactions and would have been required to contribute our 18 months of collections toward the State project before the rest of the counties. Through a State Finance Committee amendment, the ROD is now permitted to keep these funds for related purposes. An additional \$150,000 of expense and revenue is included in the 2014 budget; uses will be determined by PCPC prior to implementation.

The Committee discussed the additional \$150,000 expected to be collected by the \$5 per document redaction fee and Mr. White recommends reducing 2014 expenses by \$150,000, but keep 2014 revenues at the proposed budget. Mr. Johnson stated that using this one-time revenue to offset levy will make it difficult for this department when budgeting for 2015 and suggested leaving some of the \$150,000 in the Register of Deeds expenses.

Moved by Mr. White, seconded by Mr. Milich to tentatively approve the Register of Deeds 2014 budget, including Out of State Travel and User Fees, with a reduction to expenses in the amount of \$150,000, for a total net levy in the amount of revenue more than expenses of \$427,114. Motion carried with Mr. Heidtke voting no.

CONVENTION AND VISITORS BUREAU

The Convention and Visitors Bureau request for County support was presented by Director Elaine Motl. Mr. Johnson presented the Base level of financial support in the amount of \$40,000, and the recommended level is \$40,000. Recommended support is at the Base level set by Finance Committee on May 29.

The Washington County Convention & Visitors Bureau is a membership organization funded by its individual and group partners, municipal hotel taxes, and County property taxes. In 2008, our funding share was at the level of \$35,625. After suspending our funding in 2009 – 2010, the CVB has rebuilt itself and regained County respect. The County funding has progressively grown, from \$20,000 (2011), then \$30,000 (2012), to \$40,000 (2013). Administration recommends that we renew at the \$40,000 level and remain a stable partner at this level looking forward. This has been the County approach with our other business development partner, EDWC, which has received the same level of funding each year since 2005.

Not Yet Funded:

1. Increased marketing @ \$5,000

1 **One More Thing:** The CVB has developed and implemented a well thought out marketing plan
2 specific to Washington County features. Some of their leading tourism concepts in this plan are these:

- 3 ● Silent sports marketing utilizing our natural assets like county parks
- 4 ● Attraction market for museums, historical sites, racetracks, arts and retail stores
- 5 ● Hotel, restaurant and attraction packaging
- 6 ● Fall color tours & promotion

7
8 The Committee discussed increasing the 2014 Convention and Visitors Bureau to the requested level of
9 \$45,000 in order to provide funds for additional marketing in 2014.

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11 Moved by Mr. Milich, seconded by Mr. Borman to tentatively approve the 2014 Convention and
12 Visitors Bureau requested 2014 County financial support in the amount of \$45,000. Motion carried.

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14 Mr. Hensel recessed the meeting at 9:21 a.m. and reconvened at 9:31 a.m.

15 16 PLANNING AND PARKS

17 The Planning and Parks budget was presented by Administrator Paul Mueller, Deputy Administrator
18 Debora Sielski, and Accounting Supervisor Kelly Cisar. Mr. Johnson presented the base level funding
19 of \$2,842,253 and the recommended budget is \$2,839,077 (-1.1% below 2013 levy). Requested budget
20 is below the Base level set by Finance Committee on May 29.

21
22 **Outlay:** Recommended vehicle and equipment @ \$62,240; Digital security system WCGC @ \$9,017

23
24 **One More Thing:** An Aquatic and Invasive Species (AIS) Grant was awarded for three more years
25 (thru 2016). The grant maintains the ¾-time Coordinator position, working to advance the goals and
26 objectives of the AIS Strategic Plan, adopted by the County Board this February.

27
28 A letter from Planning, Conservation, and Parks Committee/Land Conservation Committee Chairperson
29 Michael Miller supporting the proposed 2014 budget was distributed.

30
31 The Committee discussed the three-year Invasive Species Grant and it was noted that the entire amount
32 of both revenues and expenses for the grant are in the 2013 budget and these funds will be non-lapsed in
33 the future years. Ms. Haag will identify funding for these types of multi-year grants during the budget
34 process in the future.

35
36 Moved by Mr. White, seconded by Mr. Milich to tentatively approve the Planning and Parks 2014
37 recommended budget, including Outlay, Out of State Travel, and User Fees, for a total net levy in the
38 amount of \$2,839,077. Motion carried.

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40 Mr. Johnson reviewed the changes made to the various department 2014 budgets and stated that
41 tomorrow, the Committee will discuss the purchase of additional Sheriff's Department squad cars, as
42 well as the changes to the Medical Examiner's 2014 expenses.

43
44 The Finance Committee recessed at 10:07 a.m. until Wednesday, October 9, 2013, at 8:00 a.m.