Finance Committee Regular Meeting

Minutes of the April 9, 2013

Dodge County Finance Committee Chairman, Dave Frohling called the Finance Committee meeting to order at 8:00 A.M. on Tuesday April 9, 2013 in Room H & I – Auditorium of the Administration Building. Chairman Frohling took roll and the following members were present: Frohling, Borchardt, Adelmeyer, and Schaefer. Member absent was Gohr.

Also present: County Board Chairman Russ Kottke, Kolp, Patti Hilker, Judge Pfitzinger, Joyce Fiacco, Dean Perlick, MaryAnn Miller, Donna Maly, Lifke and Discover Dodge representatives Todd Ehlenfeldt, President and Leslie Covell Hershberger, President Elect.

Julie Kolp, Finance Director certified the public notice given for this meeting complies with the requirements of Wisconsin's open meetings law.

Motion by Borchardt and 2nd by Schaefer to allow the chair to deviate from the agenda at his discretion. Motion Carried.

Motion by Borchardt and 2nd by Adelmeyer to approve March 12, 2013 regular committee meeting minutes as presented. Motion Carried.

Todd Ehlenfeldt, Discover Dodge President, and Leslie Covell Hershberger, Discover Dodge President Elect, presented the new tourism organization's position regarding proposed use of county funds in support of professional marketing service contracts to supplement their volunteer efforts. Clarification regarding this type of use of county funds in support of tourism had been requested by Joyce Fiacco, Land Resources and Parks Director in a memo distributed prior to the meeting to committee members in their documentation packet. Her understanding from budget discussion was that funds budgeted to this Business Unit (BU) were to be spent on a project by project basis, not distributed to a marketing consultant for lump sum services as had been done in the past. Discover Dodge's position is of exposure necessary to be effective in targeting their marketing effort and believes that obtaining some professional marketing assistance is required. Examples of what had been accomplished were presented and Ms. Hershberger outlined the hands-on approach taken with their current marketing service provider to keep costs down. Additional input was provided by Jim Mielke and Joyce Fiacco. Following discussion, the committee's consensus is that this type of service would be eligible for county support if adequate discovery is provided to County staff for evaluation and approval by a procedure document currently under development.

Judge Pfitzinger, Circuit Court Branch I presented information regarding Resolution No. 13-2 Alcohol Court Grant Award. According to Pfitzinger, Alcohol Court started two and half years ago to curb alcohol related offenses. The program was established for 2nd, 3rd or more offense individuals. Success has been recognized as a result of Alcohol Court's ability to monitor, control and enforce compliance of participants. The purpose of the Alcohol Grant is to set up an office and hire two temporary part-time positions to oversee Alcohol Court activities. Currently, individuals have been volunteering their time. The positions will be limited term employees whose services will end December 31, 2013. The Alcohol Grant is an \$80,000 per year grant that is renewable for 3 years. Resolution No. 13-2 requests \$38,166 for 2013. Motion by Borchardt and 2nd by Schaefer to recommend Resolution No. 13-2 Alcohol Court Grant Award be brought before the Dodge County Board of Supervisors at the April 16, 2013 session. Motion Carried.

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Fiacco presented information regarding the Purchase Order for Boat Planks. The planks will replace the boat launch at Derge Park. It was ordered from a Wisconsin based company and is less than the budgeted \$3,000 amount, however shipping caused the purchase to exceed \$3,000. Parks is still waiting for the Department of Natural Resource permit to install. Motion by Schaefer and 2nd by Adelmeyer to approve Land Resources and Parks' request to purchase 3 boat planks plus delivery for \$3,272 from Huffcutt Concrete, Inc. Motion Carried.

Motion by Borchardt and 2nd by Schaefer to approve the Sheriff's Department request to purchase four ballistic shields for \$7,200 from Advantage Police Supply Inc. Motion Carried.

The County Treasurer provided committee members copies of February 2013's report of working cash account and March 2013's county investment holdings for review. Patti Hilker, Treasurer informed committee members of an upcoming change to the AIMS investment accounts. During April, the Eastern Wisconsin Counties Railroad Consortium (EWCRC) investments AIMs funds will be reinvested with TD Ameritrade and the two county related AIMS funds will be merged to a Money Market account.

The County Treasurer provided committee members with the Human Service North Project Note Proceeds Maturity Expiration from March 2013's Ehler's Investment Report. According to Hilker, as Note Proceeds come due they will be deposited in the State Pool HSN account and not renewed.

Hilker continued with discussion on the Change in Tax Certificates and Tax Deeds report. According to Hilker, tax collections have dropped for 2013. On Monday, Taxation Committee visited and reviewed 25 properties. Ten sites were Homesteads compared to 7 in 2011.

Regarding Banking RFP, Hilker is still gathering information.

Fixed Income Cap with Dana Investments was discussed. Hilker spoke with Dana Investments and verified no penalties for early withdrawal. Motion by Schaefer and 2nd by Borchardt to approve raising the investment cap with Dana Investments from 18 to 20 million. Dana investment proceeds will remain in Dana Investments and no additional investment funds will be added. Motion Carried.

The monthly report on county sales tax remittance was reviewed. March 2013's remittance for January was \$378,875 compared to \$334,316 from the same period in 2013. The fiscal year remittance to date is \$1,238,672 compared to \$1,154,302 the same time period in 2012.

The Simulcast Grant was discussed. This grant is to financially assist with implementing a \$769,000 five phase project to improve paging and radio communications. Not all phases of implementation are eligible for grant funding. Costs that are eligible cannot be part of the current budgets and are 80% recoverable. More information will be available in May.

Julie Kolp, Finance Director presented a projected 2013 Contingent Appropriation balance if \$1,000 was re-appropriated to Clearview's Individuals with Intellectual Disabilities (IID) program. At March's Finance Committee meeting, a Contingent Appropriation was suggested for funding the 2013 program. Motion by Schaefer and 2nd by Borchardt to approve \$1,000 re-appropriation from BU 1390 – Contingent Appropriation to BU 1340 – County Patient – Other Institutions for the IID program. Motion Carried.

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Motion by Borchardt and 2nd by Schaefer to recommend Resolution No. 13-1 Support of Federal Tax Exempt Status of Municipal Bonds be brought before the Dodge County Board of Supervisors at the April 16, 2013 session. Motion Carried.

In January, the Wisconsin Counties Association presented information regarding State Budget impacts on County Budgets. Information presented was from 2010 and County Supervisors requested more current information. Jim Mielke, Administrator assembled information on 2011 (most current year available) and 2001 for a 10 year comparison. Actual operational revenues and expenditures, Sales Tax, Levy and debt limit comparisons were presented to committee members for review and input.

Information noted by Mielke was:

- Highway, Sheriff, Human Services and Health, and Clearview drive county financials and Mielke referred to them as "The Big Four".
- In 2001, Sales Tax wasn't used for Capital Improvement. The initial focus of Sales Tax was to fund the new jail. After the jail was completed, Sales Tax was earmarked for Capital Improvement. With the beginning of Clearview's building project, Sales Tax was used to fund Debt Service.
- In 2001, a large amount of levy was returned to the General Fund which skewed 2001 information for General.
- Information presented demonstrated reduction in State and Federal revenues from 2001 to 2011. This increased the need for additional funding from levy and Sales Tax.
- For Highway, Federal and State funding is combined and runs through the State.
- In 2001, Dodge County's debt was 9% of Statutory limit, in 2011 it was 15% and for 2013 it is 15.1% of limit. The limit is based on equalized value.

This information will be presented at April's County Board meeting.

Mielke continued with information on the Strategic Plan for Dodge County. Executive Committee discussed the potential of establishing a Strategic Plan prior to a Financial Plan. The Strategic Plan would be a county-wide plan with the Capital Improvement Program being part of it. According to Chairman Frohling, the Strategic Plan would be the vision for the county.

Next regular meeting is scheduled for Tuesday, May 14, 2013 at 8:00 in Room H & I - Auditorium on the 1st floor of the Dodge County Administration Building.

Motion by Borchardt and 2^{nd} by Adelmeyer to declared the meeting adjourned. Motion Carried. Meeting adjourned at 9:33 A.M.

Gerald Adelmeyer,

Secretary