

Minutes of the Finance Committee

Wednesday, March 19, 2008

Chair Haukohl called the meeting to order at 8:45 a.m.

Present: Supervisors Pat Haukohl (Chair), Pamela Meyer, Jean Tortomasi, Jim Heinrich, and Rodell Singert. **Absent:** Rob Hutton and Ted Rolfs.

Also Present: Legislative Policy Advisor Mark Mader, Employee Benefits Administrator Pete Hans, Employment Services Manager Sue Zastrow, Land Resources Manager Perry Lindquist, Financial Analyst Bill Duckwitz, Director Brad Viegut of R.W. Baird, Administration Director Norm Cummings, UW-Extension Director Marcia Jante, Principal Assistant Corporation Counsel Debbie Price, Senior Financial Analyst Lyndsay Johnson, and Senior Financial Analyst Clara Daniels. Recorded by Mary Pedersen, County Board Office.

Approve Minutes of 2-20-08

MOTION: Tortomasi moved, second by Heinrich to approve the minutes of February 20. Motion carried 5-0.

Schedule Next Meeting Dates

- April 2 at 8:45 a.m.
- April 8 at 6:15 p.m.

Chair's Executive Committee Report of 3-17-08

Haukohl advised of the following issues discussed at the last Executive Committee meeting.

- Approved ordinance 162-O-107, also on this agenda.
- Approved ordinance 162-O-115 entitled "Agreement Approval For Capital Contribution To Village Of Sussex For Sheriff's Substation." Haukohl said this agreement protects our investment with regards to the County's police services contract with Sussex.
- Legislative Policy Advisor Dave Krahn gave a state legislative update and discussed the budget repair bill which will require a special session.
- Corporation Counsel Tom Farley appeared in closed session to discuss concerns with the Nationwide lawsuit which was recently overturned in Nationwide's favor.

Announcements

Tortomasi said a dispatch center committee met last week and staff are moving forward with replacing the Spillman CAD and geo-based systems.

Contract Procurement Process for Retirement Medical Savings Account

Hans said the contract was awarded to ICMA-RC, the highest rated proposer, for a total first year contract cost of \$15,813.11. A total of three vendors submitted proposals for consideration. Haukohl asked if there was a budgeted amount for this contract. Hans replied no County funds were budgeted because the fees are paid by the employees although there are some costs incurred by the County. Haukohl asked to know what these costs total.

MOTION: Singert moved, second by Heinrich to approve the contract procurement process for retirement medical savings account. Motion carried 5-0.

Annual Report on Performance Evaluations and Rewards

Zastrow discussed her report as outlined which included information on performance awards for 2004 through 2007 for non-represented County employees. She also provided background and history on the program. The total possible cost if everyone received maximum base and non-base awards for 2007 (includes pension and social security) would have been \$945,187. The total budgeted amount for base and non-base awards was \$590,025. The total actual cost for base and non-base awards was \$557,317. A total of 327 employees were eligible for awards and 275 received awards.

Review Compost Operation Revenues and Gravel Pit Reclamation Plan

Lindquist distributed copies of "Finance Committee Report – County Nonmetallic Mining and Yard Waste Composting Operation" which he discussed as outlined along with materials he submitted for this discussion which includes photos and aerial maps of the area. Project goals include: Complete mining of available nonmetallic resources on county land in 10 years; host a countywide municipal yard waste composting operation to generate the topsoil needed to accomplish site reclamation goals and meet municipal need for yard waste disposal; remove existing county land fill from site to eliminate well restrictions and improve land value for future sale; and reclaim the entire property by October, 2014 to allow for future development in accordance with approved land use, reclamation and storm water plans.

A ten-year contract was signed with Johnson Sand & Gravel of New Berlin in June, 2002 that required JSG to complete all site design, grading, landscaping and final mine reclamation following various approved plans and permits. JSG subcontracts with S&R Comps ting for yard waste services. A three-way mining and storm water management agreement among these two firms and the County was approved in September, 2003 to coordinate water use, groundwater monitoring, grading along shared property boundaries, landfill exhumation, and storm water management. A final CU permit was issued in June, 2004 and construction started shortly thereafter. Yard waste is collected from 11 contracted communities which began in October, 2004. Lindquist said the Recycling Efficiency Incentive Grant fund balance is \$664,709 and it should last through the end of the contract. Lindquist discussed revenues and expenses and said, annually, his budget nets about \$45,000 although this will come to an end once mining activities cease.

Ordinance 162-O-116: Authorize The Issuance Of Not To Exceed \$10,000,000 General Obligation Promissory Notes For Capital Projects

Viegut distributed copies of "Waukesha County – Summary of Recommended Financing Plan." This is a 10-year term with the ability to prepay the debt. Baird and County staff prepared a ratings presentation which was presented to both Moody's Investors Service and Fitch Ratings. Both rating agencies are fully expected to affirm the County's "Aaa" / "AAA" ratings. The bids will be received from underwriters through 10:30 a.m. on Tuesday, April 8. The Finance Committee and County Board will approve the winning bid later that evening. The funds will be available May 1. Viegut estimates, conservatively, an interest rate of 3.65%.

Copies of a draft letter from Chair Haukohl and the Finance Committee explaining this issue and urging support were distributed for informational purposes and will be distributed to the full County Board.

MOTION: Heinrich moved, second by Tortomasi to approve Ordinance 162-O-116. Motion carried 5-0.

Ordinance 162-O-107: Modify Waukesha County University Of Wisconsin Extension Office 2008 Budget To Appropriate Donations Received From The 4-H Leaders' Association And Funding Support From University Of Wisconsin System For The Ameri Corp Vista Program

Jante and Duckwitz were present to discuss this ordinance as outlined which involves appropriating \$11,563 to cover contract service expenses associated with the 4-H Youth Leadership Project and the Ameri Corp Vista Program. The 4-H funds consist of donations and the Ameri Corp funds are the result of a quad-county grant.

MOTION: Singert moved, second by Meyer to approve Ordinance 162-O-107. Motion carried 5-0.

Ordinance 162-O-108: Modify The 2008 Child Support Budget To Appropriate Additional State And Federal Revenues

Price and Johnson discussed this ordinance as outlined which involves appropriating an additional \$57,780 in State and Federal funds. Johnson said at the time of the last budget process, Child Support Division staff had to estimate, conservatively, how much would be received in State and Federal revenues. Because of the additional funds, certain reductions within the division will not have to occur.

Haukohl advised of a typographical error in the ordinance which will be corrected: \$23,791 should read \$23,761. This fiscal note will also be corrected: \$34,029 should read \$34,019.

MOTION: Tortomasi moved, second by Singert to approve Ordinance 162-O-108 as corrected. Motion carried 5-0.

Year-End General Funds Report

Johnson and Daniels were present to discuss their report as outlined entitled "2007 Year-end Budget Monitoring Summary Report – General Fund Operations." Staff advised of year-end favorable results and reviewed fund activities by department. Haukohl asked what the year-end budget variance was for 2006, for comparative purposes. Staff will obtain this information.

Future Agenda Items

Review Cost/Benefit for Recertification of the Public Health Division (Singert)

MOTION: Tortomasi moved, second by Heinrich to adjourn at 11:21 a.m. Motion carried 5-0.

Respectfully submitted,

Approved on: _____

Pamela Meyer
Secretary