



JEFFERSON COUNTY
OFFICE OF THE COUNTY
ADMINISTRATOR

BEN WEHMEIER
County Administrator

TAMMIE J. JAEGER
Administrative Assistant
Confidential

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"Jefferson County: Responsible government advancing quality of life."

TO: Jefferson County Board of Supervisors
FROM: Benjamin Wehmeier, County Administrator
DATE: October 8, 2019
SUBJECT: 2020 Budget – Supervisor Amendments

As part of the 2020 Budget development process, individual Supervisors may submit proposed amendments to the Recommended Budget. This process enables Supervisors to provide their proposed amendment is and what their intended impact is on the 2020 Budget.

Supervisors are reminded that the 2020 Recommended Budget includes a new growth calculation of new property tax that can be captured of \$365,336 (1.328%) based on the new growth in the County. This is the maximum allowed by State law. All of these funds are dedicated to capital equipment. Accordingly, for operations purposes if additional funds are sought for a specific program or operation, a corresponding reduction of a program, department or capital item should be included as part of the budget amendment process.

Attached, for your use, is a copy of the 2020 Budget Supervisor Amendment form. Feel free to make copies of this form if you wish to submit more than one amendment. Remember, only one amendment may be included on each form. This form will also be e-mailed to Supervisors so that they can make their own copies or the Administrator's Office may be contacted for further assistance.

The following is a schedule of when and how these Amendment forms will be processed and reviewed:

October 8, 2019	Supervisors receive Amendment forms and guidelines from the County Administrator.
October 9, 2018	Proposed Budget On-line
Oct 9– Nov 4, 2019	Supervisors prepare any proposed Amendments to the Recommended Budget and submit them to the County Administrator's Office no later than noon on November 4, 2019.

- October 22, 2019 Public Hearing on the Recommended Budget
- November 6, 2019 Amendments are due to the County Administrator's Office no later than noon on this date.
- November 5 - 6, 2019 County Administrator, Finance Director and Department Heads review proposed amendment forms and calculate the fiscal and operational impact of each proposed amendment as they are submitted to the Administrator's Office. Supervisors who submit a proposed amendment may be contacted if further explanation is needed.
- November 7, 2019 Finance Committee meets to review the proposed amendments and takes action on a recommendation to the County Board, for each proposed amendment.
- November 12, 2019 County Board meets to consider action on any proposed amendments and then adopts the 2020 Budget.

The County utilizes a formal Supervisory Amendment process in order to make it more structured and understandable for Board members. In addition, it gives staff and the Finance Committee the opportunity to analyze any proposed amendments so that the County Board can make informed decisions when they meet to adopt the budget. In order to provide the Committee and staff with sufficient time to review proposed amendments, Supervisors are asked to submit their amendments as soon as possible after October 9th.

Feel free to contact either myself or Marc DeVries if you have any questions regarding this process. I would request that you have questions concerning the budget that these are brought through my office so we can coordinate a full response.

Sincerely,



Benjamin P. Wehmeier
County Administrator

cc: Department Heads

**2020
Jefferson County
Proposed Supervisor Amendment**

By Supervisor(s) _____

Amendment # _____

To amend the 2018 Recommended Budget (as amended by the Finance Committee),
I (we) hereby propose:

I (we) estimate that this proposed amendment would increase / decrease (circle one) the tax levy
by \$ _____

I (we) also propose offsetting any tax levy increase / decrease (circle one) with
a tax levy Increase / decrease (circle one) to the following department(s) and/or program area(s):

THIS SECTION FOR FINANCE DEPARTMENT STAFF USE

Bus Unit Description	Bus Unit	Account Number	Expenditure Increase (Decrease)	Revenue Increase (Decrease)	Other Sources Increase (Decrease)	Net Levy Increase (Decrease)
			\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -

Totals \$ - \$ - \$ - \$ -

Finance Member	Aye	Noe
Jaeckel, George		
Jones, Dick		
Kutz, Russell		
Nelan, Conor		
Rinard, Amy		
Result	0	0

Fiscal note:

County Board voting record:

Ayes	<input type="text"/>
Noes	<input type="text"/>
Abstain	<input type="text"/>
Absent	<input type="text"/>

RESOLUTION NO. 2019-_____

Accepting bid for the construction of Interurban Trail barrier fencing

Executive Summary

The Jefferson County Parks Department is continuing construction of a recreation trail for hiking, biking and cross-country skiing on right-of-way owned by We Energies. The proposed trail is 10.96 miles and connects the City of Watertown with the City of Oconomowoc. This off-road paved trail connection is being built on the former Interurban Rail Line. The path cross-section consists of a 10-foot wide asphalt surface with 2-foot wide aggregate shoulders. In an effort to promote trail safety, the Parks Committee is recommending the construction of a fence along sections of the trail that border hills and potentially dangerous drop-offs. Bids were solicited and 6 vendors submitted proposals. The Parks Committee considered the proposals at its meeting on October 7, 2019, and voted to forward this resolution to the County Board to accept the bid of Lemke Fence at a cost not to exceed \$ 75,883.00.

WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, the Parks Committee has expended significant time and effort towards establishing a multi-use trail from Watertown to Oconomowoc, and

WHEREAS, public safety requires that a fence be constructed to help prevent trail users from entering areas surrounding the trail with potentially dangerous drop-offs, and

WHEREAS, bids were received for the construction of a fence with the following results:

Company	Bid Price
A-1 Fence	\$ 155,750.00
Cardinal Construction	\$ 128,014.00
Century Fence	\$ 108,250.00
Munson Fence	\$ 107,577.00
Lemke Fence	\$ 75,883.00
S&S Construction & Granite	\$ 75,000.00

NOW, THEREFORE, BE IT RESOLVED that Lemke Fence is selected as the successful bidder to construct barrier fencing along sections of the Interurban Trail and the County Administrator is authorized to enter into a contract with Lemke Fence at a cost not to exceed \$75,883.00.

Fiscal Note: Funding for this project has been allocated in the 2019 Parks Department budget. Lemke Fence was selected as the successful bidder even though it was not the lowest bidder because Lemke Fence has consistently performed well on previous projects for Jefferson County and the cost difference between the bid from Lemke Fence and the next lowest bidder is minimal.

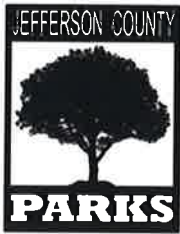
Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Parks Committee

10-08-2019

REVIEWED: County Administrator: [Signature]; Corporation Counsel: [Signature]; Finance Director: [Signature]

JEFFERSON COUNTY PARKS DEPARTMENT ANNUAL REPORT SEPTEMBER, 2019



The Jefferson County Parks Department manages a system that includes 21 County Parks. The Park System is primarily nature based. In addition, it also includes a dog park, Indian Mounds & Trail Park, and a nature preserve.

We also manage a comprehensive bike trail and water trail system. These trail systems have grown to become some of our most popular offerings.

The Parks Department administers the Public Snowmobile Program in Jefferson County.

We manage the grounds of all county owned properties. This includes comprehensive landscape and winter maintenance services at the Courthouse, MIS building, Highway Department, Fairgrounds, Human Services, Workforce Development/University of Wisconsin-Extension, Sheriff's Department Annex and Potters Field.

The Parks Department also manages 122 Flood Mitigation properties.



Mission Statement:

To preserve natural resources for public use and conservation, to operate and maintain a parks system with resource oriented recreation, trails and specialty parks; and to expand the parks system for environmental and land use benefits and the health and enjoyment of Jefferson County residents

FLOOD MITIGATION PROPERTIES

- Approximately 122 Flood Mitigation Properties in Jefferson County

Opportunities

- Flood Mitigation Management Plan completion
- Potential for multiple types of outdoor recreation and uses of the land

Challenges

- Monitoring and Ordinance enforcement
- Continued decline of ash trees across the system
- Lack of long term vision and management goals
- Property inholdings and checker board ownership

GLACIAL HERITAGE AREA

- Regional Partnership and recreational concept
- System of Conservation Parks and linking trails River-Based conservation areas
- Wildlife Areas

Opportunities

- Reengaged and reenergized local DNR staff on Holzhueter State Park project
- Continued support and participation from Friends of GHA

Challenges

- Funding

GROUNDS

The Parks Department maintains all county owned grounds including mowing and trimming, landscape bed design, maintenance and installation, tree trimming, tree removal, and tree replacement.

Locations include:

- Fair Park
- New Highway Department and trails
- Old Highway Department
- Human Services
- Workforce Development/UW-Extension
- Courthouse
- MIS
- Sheriff's Department Hwy N Annex
- Potter's Field

Challenges

- Keeping up at peak times

**GENERAL FINANCIAL CONDITION
JEFFERSON COUNTY WISCONSIN
October 1, 2019**

Available Cash on Hand		
September 1, 2019	\$	4,465.90
September Receipts	\$	<u>6,301,247.14</u>
 Total Cash	 \$	 6,305,713.04
 Disbursements		
General - September 2019	\$	5,267,967.73
Payroll - September 2019	\$	<u>1,521,531.82</u>
 Total Disbursements	 \$	 <u>6,789,499.55</u>
 Total Available Cash	 \$	 (483,786.51)
 Cash on Hand (in bank) Oct. 1, 2019	\$	887,134.91
Less Outstanding Checks	\$	<u>1,370,921.42</u>
 Total Available Cash	 \$	 (483,786.51)
 Local Government Investment Pool - General	 \$	 9,281,717.17
Dana Investments	\$	29,697,835.13
Local Government Investment Pool -Clerk of Courts	\$	27,309.65
Local Government Investment Pool -Farmland Preservation	\$	178,362.89
Local Government Investment Pool -Parks/Liddle	\$	85,747.57
Local Government Investment Pool -Highway Bond	\$	<u>1,963,288.76</u>
	\$	41,234,261.17
 2019 Interest - Super N.O.W. Account	 \$	 1,195.98
2019 Interest - L.G.I.P. - General Funds	\$	306,974.29
2019 Interest - DANA Investments	\$	630,746.77
2019 Interest - L.G.I.P. - Parks /Carol Liddle Fund	\$	1,516.87
2019 Interest - L.G.I.P. - Farmland Preservation	\$	3,155.25
2019 Interest - L.G.I.P. - Clerk of Courts	\$	483.10
2019 Interest - L.G.I.P. - Highway Bond	\$	<u>34,730.59</u>
Total 2019 Interest	\$	978,802.85

JOHN E. JENSEN
JEFFERSON COUNTY TREASURER

The Fort Atkinson Club
Community Center presents...

FACTalks

/fak täks/ (pl. noun) Informal. Informative and wide-ranging talks given by local experts in their fields. Q&A follows. Tuesdays at 7:30pm at The Fort Atkinson Club, 211 S. Water St. East. Free and open to the public!



Tuesday, September 17:

The Cyber Security Experience: Examples of Real Threats

Brian Dennis (Cyber Security Center for Small Business, UW-Whitewater)

Tuesday, October 1:

South by Midwest: How Claiming Aspirational Lineages Has Helped me Navigate A Life of Music, Cake, and Wonder

Monica O'Connell (Curtis & Cake)

Tuesday, October 15:

Painting Adventures

Bethann Handzlik (Dept. of Art, UW-Whitewater)

Tuesday, October 29:

The Evolution of the Glacial Heritage Area Centered in Jefferson County

Joe Nehmer (Jefferson County Parks) and Steve Grabow (UW-Madison, Division of Extension)

Tuesday, November 12:

Children & Screen Time: Parenting in the Digital Age

Naomi Aguiar (Dept. of Psychology, UW-Whitewater)

Tuesday, November 26:

Wisconsin's Glacial Heritage: Perceptions and Natural History

Carl Korfmacher (Midwest Prairies, LLC)