GENERAL FINANCIAL CONDITION JEFFERSON COUNTY WISCONSIN

## October 1, 2010

Available Cash on Hand
September 1, 2010
Seper

| $\$$ | $154,514.49$ |
| :--- | ---: |
| $\$$ | $6,678,727.97$ |

## Total Cash

Disbursements
General - September 2010
Payroll - September 2010

| $\$$ | $5,727,017.70$ |
| :--- | :--- |
| $\$$ | $1,208,928.36$ |

Total Disbursements

Total Available Cash
Cash on Hand (in bank) Oct. 1, 2010
\$
Less Outstanding Checks

628,031.84
\$ 6,833,242.46
$\$ \quad 6,935,946.06$
$\$ \quad(102,703.60)$
$730,735.44$

Total Available Cash
AIM Government \& Agency Portfolio
Local Government Investment Pool - General
Institutional Capital Management
Local Government Investment Pool -Clerk of Courts
Local Government Investment Pool -Farmland Preservation

Local Government Investment Pool -Parks/Liddle

2010 Interest - Super N.O.W. Account
2010 Interest - L.G.I.P. - General Funds
2010 Interest - ICM
2010 Interest - AIM
2010 Interest - L.G.I.P. - Parks /Carol Liddle Fund
2010 Interest - L.G.I.P. - Farmland Preservation
2010 Interest - L.G.I.P. - Clerk of Courts
Total 2010 Interest

(102,703.60)
\$ 3,990,299.79
\$ 11,467,612.68
$\$ \quad 15,666,283.01$
\$ 160,621.77
\$ $251,563.30$

| $\$$ | $204,164.57$ |
| :--- | ---: |
| $\$$ | $31,740,545.12$ |

\$ 3,703.93
\$ 27,663.55
\$ 177,071.09
\$ 1,312.81
\$ 322.35
\$ 399.35
$\$ \quad 253.60$
\$ 210,726.68

## Barb Frank

| From: | Joe Nehmer |
| :--- | :--- |
| Sent: | Tuesday, October 12, 2010 8:53 AM |
| To: | Barb Frank |
| Cc: | 'Harriet Scherer'; Kim Buchholz - Parks; Kevin Wiesmann; Jane Stanger; |
| Subject: | cjgdborland@charter.net |

Hi Barb,

I would appreciate it if you would include this under correspondence at the County Board meeting tonight.
Thanks,
Joe

From: Harriet Scherer [mailto:scherer@jefnet.com]
Sent: Monday, October 11, 2010 7:44 PM
To: Joe Nehmer
Subject: re: Tues meeting
Hello Joe,
As a frequent flier (on blades) of the bike trail, I see how many people enjoy and use the trail on a daily basis. Both Greg and I think the trails are a great asset for Jefferson County. We should acquire and develop the land for the trails whenever possible. We use the bike trails when we travel and have noticed our trails are an attraction for out of town users. Not only are the trails just plain good for us and our health, acquiring and maintaining more trail opportunities is good economic sense too. The trails bring income in many forms from stays in our hotels to meals in our restaurants. We hope you and the county supervisors are in favor of this proposal. Please feel free to include our comments at the meeting.

Thank you,
Harriet Scherer and Greg Misfeldt

Michael J. Miller
151 N. High Avenue
Jefferson WI 53549


October II, 2010

## Dear Sheritf Milbrath, Chairman Molinarr, Clerk Franks

Due to personal reasons, I must resign my representation of District 18 on the Board of Supervisors effective Monday ; Octo ber II, 2010.
It is with much regret that I am giving this notice but I feel that I am unable to serve my district at this time.
I would like to thank my constituents for allowing me to represent them.
Sincerely,

Michael J. Miller


Report Used for Apportionment of County Levy
JEFFERSON County
2010 County Apportionment

Date: 08/12/2010
Page 72 of 194

| Current Value | Increment |
| ---: | ---: |
|  |  |
| $7,044,900$ | 51,100 |
| $11,809,600$ | $4,363,600$ |
| $11,760,900$ | $5,799,400$ |
| $62,910,500$ | $60,828,700$ |
| $6,865,600$ | $5,818,000$ |
| $31,358,300$ | $2,359,700$ |
| $4,592,600$ | $4,366,800$ |
| $25,743,600$ | $24,775,400$ |
| 14,700 | 200 |
| 112,200 | $*$ |

[^0]
## RESOLUTION NO. 2010-

$\qquad$

## Resolution authorizing redemption of 2002-2003 General Obligation Promissory Notes

WHEREAS, in the course of considering various financial options concerning future budgets and Fund Balance requirements, the Finance Committee recommended refinancing all existing county debt in the total amount of $\$ 2,820,000$, which lead to an initial resolution adopted by the Board to that effect on September 13, 2010, and

WHEREAS, when evaluating the option of refinancing all of the county debt (including $\$ 2,225,000$ remaining from debt issued in 2002 and 2003 for construction of Countryside Home), the Finance Committee considered the competing benefits of retaining cash, paying off the debt, maintaining a stable levy rate and the cost of refinancing, and

WHEREAS, after deciding that refinancing best met the needs identified, it was discovered in the course of preparing the bond counsel opinion in the refinancing process that Internal Revenue Service technical regulations require payoff of the Countryside Home debt rather than refinancing it, and

WHEREAS, the cost/benefit analysis of refinancing the balance of the debt $(\$ 550,000)$ does not justify the expense of the refinancing process, and

WHEREAS, the payoff of the outstanding Countryside Home debt will in fact save all of the interest expense that would otherwise have been saved by reducing the applicable interest rate through refinancing,

NOW, THEREFORE, BE IT RESOLVED that the outstanding 2002 and 2003 notes are hereby called for prior payment and redemption on December 1, 2010, at a price of par plus accrued interest to the date of redemption. The County hereby directs the County Clerk to work with Ehlers \& Associates to cause timely notice of redemption, in substantially the forms attached hereto as Exhibits 1 and 2 and incorporated herein by this reference (the "Notices"), to be provided at the times to the parties and in the manner set forth on the Notices.

BE IT FURTHER RESOLVED that the sum of $\$ 2,238,087.50$ is transferred from the General Fund to the Debt Service Fund to redeem the above described notes.

Fiscal Note: Interest savings should be approximately \$100,000. Funds transferred from the General Fund Balance for the redemption on December 1, 2010, are currently available from the proceeds from the sale of Countryside Home. To bring the General Fund balance up to three months expenditures per the Fund Balance Policy, a General Fund levy for working capital may be required in 2011 and 2012.

AYES
NOES
$\qquad$
ABSTAIN $\qquad$
ABSENT $\qquad$
Requested by
Finance Committee
Addendum to Agenda 10-12-10
Philip Ristow, Dave Ehlinger \& Gary Petre: $10-12-10$

# EXHIBIT 1 <br> NOTICE OF FULL CALL* <br> Regarding <br> JEFFERSON COUNTY, WISCONSIN <br> GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2002A <br> DATED NOVEMBER 1, 2002 

NOTICE IS HEREBY GIVEN that the Notes of the above-referenced issue which mature on the dates and in the amounts; bear interest at the rates; and have the CUSIP Nos. as set forth below have been called by the County for prior payment on December 1,2010, at a redemption price of $100 \%$ of the principal amount thereof plus accrued interest to the date of prepayment:

| Maturity Date | Principal Amount | Interest Rate |  | CUSIP No. |
| :---: | :---: | :---: | :---: | :---: |
|  | $\$ 525,000$ | $3.60 \%$ | 473682 CX 8 |  |
| $04 / 01 / 20112$ | 250,000 | 3.70 | 473682 DP 4 |  |

The County shall deposit federal or other immediately available funds sufficient for such redemption at the office of The Depository Trust Company on or before December 1, 2010.

Said Notes will cease to bear interest on December 1, 2010.

By Order of the County Board of Supervisors, Jefferson County County Clerk

Dated $\qquad$

* To be provided by registered or certified mail to The Depository Trust Company, Attn: Supervisor, Call Notification Department, 55 Water Street, $50^{\text {fh }}$ Floor, New York, NY 10041-0099, not less than thirty (30) days nor more than sixty ( 60 ) days prior to December 1,2010 , and to the MSRB. In addition, notice shall be given by facsimile or electronic transmission or overnight express delivery. Notice shall also be provided to ${ }_{* *}$ MBIA Insurance Corporation, or its successor, the bond insurer of the Notes.
${ }^{* *}$ If the Refunded Obligations are subject to the continuing disclosure requirements of SEC Rule $15 \mathrm{c} 2-12$ effective July 3 , 1995, this Notice should be filed electronically with the MSRB through the Electronic Municipal Market Access (EMMA) System website at www emma msrb.org.
$\frac{\text { EXHIBIT } 2}{\text { NOTICE OF FULL CALL** }}$ Regarding
GEFFERSON COUNTY, WISCONSIN
GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2003B
DATED AUGUST 1,2003

NOTICE IS HEREBY GIVEN that the Notes of the above-referenced issue which mature on the dates and in the amounts; bear interest at the rates; and have the CUSIP Nos. as set forth below have been called by the County for prior payment on December 1,2010 , at a redemption price of $100 \%$ of the principal amount thereof plus accrued interest to the date of prepayment:

| Maturity Date | Principal Amount | Interest Rate |  |
| :---: | :---: | :---: | :---: |
| $04 / 01 / 2011$ | $\$ 450,000$ | $3.30 \%$ |  |
| $04 / 01 / 2012$ | 475,000 | 3.50 | 473682 DKS 5 |
| $04 / 01 / 2013$ | 525,000 | 3.60 | 473682 DL 3 |

The County shall deposit federal or other immediately available funds sufficient for such redemption at the office of The Depository Trust Company on or before December 1, 2010.

Said Notes will cease to bear interest on December 1, 2010.

By Order of the<br>County Board of Supervisors<br>Jefferson County<br>County Clerk

Dated $\qquad$

[^1]
## 2011 <br> Jefferson County Budget Hearings Recap

In September 2010, the Finance Committee met with the individual departments regarding the budget recommended by the County Administrator at that point in time. Based upon the results of the budget hearings, the County Administrator modified his recommended budget to coincide with the suggestions from the Finance Committee. Below is a recap of the modifications that occurred during budget hearings, the County Administrator modified his recommended budget to coincide with the sugges

| Department | Bus <br> Unit | Account <br> Number | Account Description | Original Amount | Finance Adjust | Modified Amount | Funding Source | Comment |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| General Revenues | 9801 | 425001.002 | Utility Shared Revenue | $(927,485)$ | 10,276 | $(917,209)$ |  | As per Wisconsin Department of Revenue estimate dated 9/15/10 |
| General Revenues | 9801 | 421057 | State Aid Computer Exemption | $(34,000)$ | $(20,400)$ | $(54,400)$ |  | Value dependent upon all other budget figures |
| County Board | 12 | 593409 | Literacy Council | 12,000 | 4,000 | 16,000 | *** | Increase Literacy Council donation |
| County Board | 12 | 593412 | Tourism council donation | 0 | 4,500 | 4,500 | *** |  |
| County Board | 13 | 594816 | Capital conservation easement | 496,000 | 60,000 | 556,000 | *** | Increase due to sale of farmiand to Alden Group |
| Register of Deeds | 1001 | 521295 | Data Conversion | 0 | 60,000 | 60,000 | *** | Outside contract for scanning of grantee/grantor indexes |
| County Clerk | 1202 | 472008 | SVRS charges -- governmental | $(5,000)$ | $(2,670)$ | $(7,670)$ |  | Increased rate and hours for part time elections clerk |
| County Clerk | 1202 | 511240 | Wages -- temporary | 11,750 | 6,934 | 18,684 |  | Increased rate and hours for part time elections clerk |
| County Clerk | 1202 | 512141 | Social security | 899 | 530 | 1,429 |  | Increased rate and hours for part time elections clerk |
| County Clerk | 1202 | 512142 | Retirement -- employer | 599 | 354 | 953 |  | Increased rate and hours for part time elections clerk |
| County Clerk | 1202 | 512143 | Retirement -- employee | 764 | 450 | 1,214 |  | Increased rate and hours for part time elections clerk |
| County Treasurer | 1401 | 418100 | Interest on property taxes | $(500,000)$ | $(50,000)$ | $(550,000)$ |  | Increase due to increase in delinquent property taxes |
| County Treasurer | 1401 | 481001 | Interest and dividends | $(250,000)$ | $(50,000)$ | $(300,000)$ |  | Increase due to additional funds available to invest (Countryside sale) |
| Parks | 1811 | 594819 | Capital other equipment | 0 | 75,000 | 75,000 | *** | Playground equipment at Korth Park |
| Sheriff | 2001 | 594809 | Capital building | 0 | 150,000 | 150,000 | *** | Purchase shooting range / training facility |
| Sheriff | 2001 | 594811 | Capital auto | 168,454 | 83,331 | 251,785 | *** | Purchase three addtitional squad vehicles |
| Sheriff | 2006 | Multiple | Operating accounts | 0 | 24,784 | 24,784 | *** | Radio system upgrades |
| Sheriff | 2006 | Multiple | Capital accounts | 0 | 509,216 | 509,216 | *** | Radio system upgrades |
| Clerk of Courts | 2402 | 594813 | Capital office equipment | 0 | 88,700 | 88,700 | *** | Install video conferencing in Branch 1 courtroom |
| Fair Park | 6901 | 535245 | Grounds improvements | 30,000 | 15,000 | 45,000 | *** | Seal coating and striping of existing asphalt drives and parking areas |
| Land Conservation | 7001 | 594811 | Capital auto | 28,000 | 28,000 | 56,000 | *** | Replace 1999 Ford Explorer |
| Zoning | 7101 | 594811 | Capital auto | 28,000 | 28,000 | 56,000 | *** | Replace 2000 Ford van |
| Human Services | 5210 | 594811 | Capital auto | 0 | 36,000 | 36,000 | *** | Replace 1992 pickup truck |

## 2011 <br> Jefferson County Budget Hearings Recap

In September 2010, the Finance Committee met with the individual departments regarding the budget recommended by the County Administrator at that point in time. Based upon the results of the budget hearings, the County Administrator modified his recommended budget to coincide with the suggestions from the Finance Committee. Below is a recap of the modifications that occurred during the hearings.

| Department | Bus Unit | Account Number | Account Description | Original Amount | Finance Adjust | Modified Amount |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Debt Service | 8001 | Multiple | Refinanced debt | 0 | 1,304,490 | 1,304,490 |
| Debt Service | 8002 | Multiple | Parks Building | 179,163 | $(179,163)$ | 0 |
| Debt Service | 8010 | Multiple | Korth Park Notes Payable | 82,306 | $(82,306)$ | 0 |
| Debt Service | 8045 | Multiple | Countryside Home | 1,036,650 | $(1,036,650)$ | 0 |
| Highway | 53284 | 521220 | Consultant | 0 | 250,000 | 250,000 |
| Highway | 53182 | 540797.506 | Local road aids | 6,966 | $(6,966)$ | 0 |
| Highway | 53183 | Multiple | Local bridge aids | 23,144 | 2,653 | 25,797 |
| Highway | 53311 | 421001 | General Transportation Aid | $(1,732,604)$ | 4,313 | $(1,728,291)$ |
| Highway | 53312 | 529299 | CTHS Construction | 0 | 1,020,000 | 1,020,000 |
|  |  |  | Subtotal |  | 2,338,376 |  |
| General Revenue | 9801 | 699900 | Fund balance applied | 0 | $(352,911)$ | $(352,911)$ |
|  | 9801 | 699900 | Fund balance applied | 0 | $(1,416,531)$ | $(1,416,531)$ |
|  |  |  | Total changes |  | 568,934 |  |
|  |  |  | Original recommended tax levy |  | 26,492,223 |  |
|  |  |  | Modified recommended tax levy |  | 27,061,157 |  |



# JEFFERSON COUNTY OFFICE OF THE COUNTY ADMINISTRATOR 

GARY R. PETRE County Administrator

TAMMIE J. JAEGER
Administrative Secretary Confidential

320 S. Main Street Room 111<br>Jefferson, WI 53549<br>Telephone (920) 674-7101

TO: Jefferson County Board of Supervisors
FROM: Gary R. Petre, County Administrator
DATE: October 12, 2010
SUBJECT: 2011 Budget - Supervisor Amendments

As part of the 2011 Budget development process, individual Supervisors may submit proposed amendments to the Recommended Budget (as amended by the Finance Committee). This process enables Supervisors to clearly explain, in writing, what their proposed amendment is and what their intended tax levy impact (increase or decrease) is on the 2011 Budget.

Supervisors are reminded that the 2011 Recommended Budget (as amended by the Finance Committee) includes a property tax levy increase of $\$ 1.1 \mathrm{M}$ (4.2\%). Since the 2012 Budget is anticipated to present further pressure on the County's ability to increase the property tax to maintain current operations, it is suggested that any amendments proposing tax levy increases to the 2011 Budget be offset by long-term/permanent tax levy reductions to other areas of the Budget.

Attached, for your use, is a copy of the 2011 Budget 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.

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

October 12, 2010

October 13-28, 2010

Supervisors receive Amendment forms and instructions from the County Administrator.

Supervisors prepare any proposed Amendments to the Recommended Budget and submit them to the County Administrator's Office no later than noon on October 28, 2010.

October 26, 2010 Public Hearing on the Recommended Budget

October 28, 2010 Amendments are due to the County Administrator's Office no later than noon on this date.

October 28 to

November 1, 2010

November 2, 2010

November 9, 2010

County Administrator, Accounting Manager and Department Heads review the proposed amendment forms and calculate the fiscal and operational impact of each proposed amendment. Supervisors who submit a proposed amendment may be contacted if further explanation is needed.

Finance Committee meets to review the proposed amendments and takes action on a recommendation to the County Board, for each proposed amendment.

County Board meets to consider action on any proposed amendments and then adopts the 2011 Budget.

This is the fifth year in a row that the County is utilizing 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 12th.

Supervisors are reminded that the purpose of this process and the use of the form are to propose financial changes to the budget. They are not intended to be used as a forum for raising policy or procedural issues in the budget. Therefore, non-financial issues should be addressed at the appropriate Committee level and then forwarded to the full County Board for consideration.

Feel free to contact either myself or Dave Ehlinger if you have any questions regarding this process.

Sincerely,


Gary R. Petre
County Administrator
cc: Department Heads

> 2011 Budget Jefferson County Proposed Supervisor Amendment

By Supervisor(s) $\qquad$ Amendment \# $\qquad$
To amend the 2011 Recommended Budget, as amended by the Finance Committee, I (we) hereby propose:

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

I (we) also propose offsetting any tax levy increase with a tax levy reduction to the following department(s) and/or program area(s):
$\left.\begin{array}{l}\begin{array}{c}\text { Bus Unit } \\ \text { Description }\end{array} \\ \text { Bus } \\ \text { Unit }\end{array} \begin{array}{c}\text { Account } \\ \text { Number }\end{array} \begin{array}{c}\text { Expenditure } \\ \text { Increase } \\ \text { (Decrease) }\end{array} \begin{array}{c}\text { Revenue } \\ \text { Increase } \\ \text { (Decrease) }\end{array} \begin{array}{c}\text { Other Sources } \\ \text { Increase } \\ \text { (Decrease) }\end{array} \begin{array}{c}\text { Net Levy } \\ \text { Increase } \\ \text { (Decrease) }\end{array}\right)$

## 2011 Recommended

Jefferson County Budget
As Amended by the Finance Committee
Presentation to the Jefferson County Board of Supervisors

Presented by:
Gaty R. Pette, County Administrator

October 12, 2010


| 2011 Recommended Jefferson County Budget |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
|  | 2010 <br> Adopted | $2011$ <br> Recommended | 2010-2011 <br> Amount | Change <br> Percent |
| Expenditures | \$ 76.6M | \$ 72.0 M | \$ (4.6) M | $(6.0) \%$ |
| Revenue | -50.6M | -44.9M | -(5.7)M | (11.3)\% |
| Tax Levy | \$26.0M | \$ 27.1 M | \$ 1.1M | $4.2 \%$ |

## 2011 Recommended <br> Jefferson County Budget <br> Increasing Tax Levy <br> Major Changes to the Tax Levy <br> - 2010 Sale of Countryside Home <br> - Increase for Highway maintenance \$ $(3,100,000)$ <br> - Net reduction in Gen. Revenue-Fund Balance 1,020,000 <br> - Increase for Sheriff radio system 755,000 <br> - Increase for Sheriff training facility 534,000 <br> - Reallocation of Countryside Home Debt Service $1,037,000$ <br> - Highway facility assessment 250,000 <br> - Human Services Dept. 292,000 <br> Major Tax Levy Changes $=\$ \quad 938,000$

2011 Recommended
Jefferson County Budget

## Meaning of "COUNTY TAX RATE"

The County's "TAX RATE" (also referred to as the "Mill Rate") is a arithmetic calculation that merely divides the County-wide tax levy by its equalized value. If either of these two factors change, the tax rate also changes. In the 2011 Budget, the Tax Rate is calculated as follows: $\$ 25.15 \mathrm{M} / \$ 6,376.44 \mathrm{M}=\$ 3.9448$ per $\$ 1,000$ of equalized value.

```
2011 Recommended
Jefferson County Budget
The 2011 Budget Summary............
Please turn to Section 2 / Page 2 of your budget book OR to your budget summary handout.................
```

    2011 Recommended
    Jefferson County Budget

The 2011 Budget Presentation............

## Thank You !!


[^0]:    * THIS DISTRICT HAS A ZERO OR NEGATIVE INCREMENT, NO INCREMENT SHOWN

[^1]:    * To be provided by registered or certified mail to The Depository Trust Company, Attn: Supervisor, Call Notification Department, 55 Water Street, $50^{\text {li }}$ Floor, New York, NY 10041-0099, not less than thirty (30) days nor more than sixty ( 60 ) days prior to December 1, 2010, and to the MSRB. In addition, notice shall be given by facsimile or electronic transmission or overnight express delivery.
    ** If the Refunded Obligations are subject to the continuing disclosure requirements of SEC Rule 15c2-12 effective July 3, 1995, this Notice should be filed electronically with the MSRB through the Electronic Municipal Market Access (EMMA) System website at wwwemmamsrb.org.

