

# The Dorothy Dash

***COME JOIN US FOR A KIDS FUN RUN!!!!***

WHERE: Luther Elementary School Soccer field

WHEN: Saturday, May 5<sup>th</sup>

ADMISSION: \$5 per participant

TIME: 1:15 - Grades K-2 ( $\frac{3}{4}$  of a mile)

1:45 - Grades 3-5 (1 mile)

Register the day of the race!!

**ALL PROCEEDS GO TO DOROTHY CARNES PARK**

Sponsored by the Daily Union and District Mini Grant recipients Jenna Lovejoy/ Brooke Hartwig



Hope to see you there!!

**YOUR COUNTY GOVERNMENT AT WORK - SCHEDULE OF MEETINGS 2012-2013**

COMMITTEE / BOARD	ROOM/TIME	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	
Administration & Rules/ICC Committee 8:30 a.m. / 9:00 a.m.	Administrative & Rules <b>Last Wednesday</b> 8:30 a.m. Rm 112 <b>ICC 3rd Monday</b>	30 21	27 18	25 16	29 20	26 17	31 15	28 19	26 17	30 21	27 18	27 18	24 15	
Blue Spring Lake Mgmt District	Called by President													
County Board of Health	<b>Bi Monthly 3rd Wed</b> 1:00 p.m. Conf. Rm		20		15		17		19		20		17	
Economic Development Consortium	<b>2nd Wednesday</b> 8:30 a.m. UWX Rm 12	9	13	11	8	12	10	14	12	9	13	13	10	
Fair Park Committee	<b>1st Thursday</b> 8:30 a.m.	3	7	5	2	6	4	1	6	3	7	7	4	
Farmland Conservation Easement	<b>2nd Monday</b> 8:30 a.m. Rm 112	14	11	9	13	10	8	12	10	14	11	11	8	
Finance Committee	<b>2nd Thursday</b> 8:30 a.m. Rm 112	10	14	12	9	13	11	8	13	10	14	14	11	
Highway Committee	<b>1st Tuesday</b> 8:00 a.m. Hwy Office	1	5	3	7	4	2	6	4	1	5	5	2	
Historic Sites Preservation Commission	<b>4th Thursday</b> 6:30 p.m. UWX	24	28	26	23	27	25	23	27	24	28	28	25	
Home Consortium Board	<b>3rd Thursday</b> 9:00 a.m. Waukesha	17	21	19	16	20	18	15	20	17	21	21	18	
Human Resources Committee	<b>3rd Tuesday</b> 8:30 a.m. Rm 112	22	19	17	21	18	16	20	18	15	19	19	16	
Human Services Board	<b>2nd Tuesday</b> 9:30 a.m. Workforce	8	12	10	14	11	9	13	11	8	12	12	9	
Infrastructure Committee	<b>3rd Wednesday</b> 10:30 a.m. Rm 112	16	20	18	15	19	17	21	19	16	20	20	17	
Jefferson County Library Council	7:00 p.m. TBD													
Lake Ripley Management District	<b>3rd Saturday</b> 9:00 a.m. Oakland	19	16	21	18	15	19	17	15	19	16	16	20	
Land & Water Conservation Committee	<b>3rd Wednesday</b> 8:30 a.m. Rm 202	16	20	18	15	19	17	21	19	16	20	20	17	
Law Enforcement Emergency Mgmt	<b>4th Friday</b> 8:30 a.m. Rm 112	25	22	27	24	28	26	23	28	25	22	22	26	
Mid-WI Federated Library Systems Bd	<b>Last Tuesday</b> 6:00 p.m. Horicon	29		31		25		27		29		26		
Parks Committee	<b>1st Monday</b> 1:00 p.m. Rm 202	7	4	2	6	3	1	5	3	7	4	4	1	
Planning & Zoning Committee	<b>Last Monday</b> 8:30 a.m. Rm 203	X	4	30	27	24	29	26	31	28	25	25	29	
Planning & Zoning Public Hearing (PH)	<b>3rd Thursday</b> 7:00 p.m. Rm 205	17	21	19	16	20	19	15	20	17	21	21	18	
Planning & Zoning Board of Adjustment (Site Inspections followed by PH)	<b>2nd Thursday</b> 1:00 p.m. Rm 203/205	10	13	12	9	13	11	8	13	10	14	14	18	
Planning & Zoning Site Inspections	<b>Mon prior to PH</b> 8:00 a.m. Rm 203	14	18	16	13	17	15	12	17	14	18	18	15	
Solid Waste & Air Quality Committee	<b>3rd Friday</b> 8:30 a.m. Rm 203	18	15	20	17	21	19	16	21	18	15	15	19	
University Extension Education Committee	<b>2nd Monday</b> 8:30 a.m. UW Rm 12	14	11	9	13	10	8	12	10	14	11	11	8	
Utility Tax Association	<b>Quarterly</b>	Called by Chair or the Board												
Veterans Service Commission	<b>Annually</b> 2:30 p.m. Rm 112	Called by Chair												
<b>COUNTY BOARD</b>	<b>2nd Tuesday</b> 7:00 p.m. *Monday 7:00 p.m.	*7	12	10	*13	10	9	13	11	X	12	12	16	
		<b>Budget Public Hearing</b>						23						



NOTE: AGENDAS ARE DUE TO ADMINISTRATOR'S OFFICE BY 10:00 A.M. ON WEDNESDAYS  
Regular Meeting Dates are Subject to change and must be given to the County Administrator's Office

**Elections**  
May 8, 2012 / June 5, 2012  
August 14, 2012 / November 6, 2012  
February 19, 2013 / April 2, 2013

**Board of Canvass**  
May 10 & 15 / June 7 & 12  
Aug 16 & 21 / Nov 8 & 13  
Feb 21 & 26 / April 4 & 9

**Finance Committee**  
**Budget Hearings**  
September 12, 2012  
September 14, 2012  
September 17, 2012  
September 19, 2012

**WI Counties**  
**Annual Conference**  
September 23-25, 2012  
**County Fair**  
July 11-15, 2012

**Clean Sweeps**  
May 19, 2012 Watertown  
September 15, 2012 Fort Atkinson  
October 5, 2012 Whitewater  
April 13, 2013 Fair Park

**HOLIDAY**



Jefferson County  
2013 Budget Calendar

Description	Date	Regular Finance	Budget Related
Employee reclassification letter sent out by Human Resources	Monday, March 26, 2012		x
New Position Request Letter sent to Department Heads by HR	Monday, March 26, 2012		x
Employee reclassification requests due to Department Heads by	Tuesday, April 3, 2012		x
Employee reclassification names due to HR from Departments by	Friday, April 6, 2012		x
New Position requests due from Departments to HR by	Monday, April 9, 2012		x
Regular Finance meeting	Thursday, April 12, 2012	x	
Job Description Questionnaires (JDQs) distributed by HR for reclass requests	Friday, April 13, 2012		x
Employees turn in completed JDQs to department heads by	Tuesday, April 24, 2012		x
MIS issues 2013 IT equipment/programming request forms to departments	Thursday, April 26, 2012		x
Department Heads turn in reviewed JDQs to Human Resources by	Friday, April 27, 2012		x
Dept Heads turn in completed IT equip/Programming request forms to MIS	Friday, May 4, 2012		x
Significant reclassification changes forward to vendor by	Monday, May 7, 2012		x
2013 MIS Requested Budget/programming hours reviewed with Administrator	Thursday, May 10, 2012		x
Regular Finance meeting	Thursday, May 10, 2012	x	
2013 MIS Requested Budget/programming hours submitted to Finance Director	Monday, May 14, 2012		x
MIS reviews departmental IT equipment requests with Administrator	Friday, May 18, 2012		x
Department Heads receive budget guidelines from Administrator	Thursday, June 7, 2012		x
Vendor returns reclassification recommendations to HR by	Friday, June 8, 2012		x
GFOA National Conference (Friday June 8 <sup>th</sup> – Wednesday June 13 <sup>th</sup> )	Friday, June 8, 2012		
Preliminary Dept Personnel Budgets available for Courthouse & Sheriff	Wednesday, June 13, 2012		x
Reclassification requests shared with Department Heads	Wednesday, June 13, 2012		x
Preliminary dental rates set	Thursday, June 14, 2012		x
Regular Finance meeting	Thursday, June 14, 2012	x	
Department Head meeting to hand out budget materials	Thursday, June 14, 2012		x
May monthly financial reports generated	Thursday, June 21, 2012		
Final dental rates set	Thursday, July 12, 2012		x
Regular Finance meeting	Thursday, July 12, 2012	x	
Budget requests due to Administrator (HS due 7/27/12)	Friday, July 20, 2012		x
June monthly financial reports generated	Monday, July 23, 2012		
HS budget request due to Administrator	Friday, July 27, 2012		x
Regular Finance meeting	Thursday, August 9, 2012	x	

Jefferson County  
2013 Budget Calendar

Description	Date	Regular Finance	Budget Related
State EFT sets health ins. & retire. rates - late Aug./early Sept.	Friday, August 31, 2012		x
Budget hearings	Wednesday, September 12, 2012		x
Regular Finance meeting	Thursday, September 13, 2012	x	
Budget hearings	Friday, September 14, 2012		x
Budget hearings	Monday, September 17, 2012		x
Budget hearings, apply fund balance policy, set tax levy	Wednesday, September 19, 2012		x
WGFOA Conference	Wednesday, September 19, 2012		
WGFOA Conference	Thursday, September 20, 2012		
WGFOA Conference	Friday, September 21, 2012		
WCA Annual Conference	Sunday, September 23, 2012		
WCA Annual Conference	Monday, September 24, 2012		
WCA Annual Conference	Tuesday, September 25, 2012		
Present budget and Amendment Procedure to County Board	Tuesday, October 9, 2012		x
Regular Finance meeting	Thursday, October 11, 2012	x	
Public hearing on budget	Tuesday, October 23, 2012		x
Supervisor budget amendments due to Administration at noon on	Thursday, October 25, 2012		x
Finance meeting on Supervisor budget amendments	Friday, November 2, 2012		x
Regular Finance meeting	Thursday, November 8, 2012	x	
Budget Adoption by County Board	Tuesday, November 13, 2012		x
Department Head meeting including review of budget adoption	Wednesday, November 14, 2012		x
Budget must be reported to state by	Thursday, November 15, 2012		x

4/16/12

TO: Barb Frank, County Clerk


FROM: Jim Schroeder, County Board District 19

RE: Leadership Elections

I will not be in attendance Tuesday night, as I will be having surgery that day. I will accept nomination for Chair, 1<sup>st</sup> Vice Chair, and/or 2<sup>nd</sup> Vice Chair. I have provided you with a written statement, which can be provided to Supervisors in lieu of a speech.

I ask that this information be kept confidential until the meeting has been called to order.

Thank you for your assistance.



Jim Schroeder

April 17, 2012

TO: County Board Members

FROM: Jim Schroeder

RE: Election of County Board Chairman

I'm sorry I couldn't be with you tonight. It is expected that I'll be discharged from the hospital tomorrow and back to work on Thursday.

I'm running for Board Chairman to provide leadership toward resolution of the issues we'll face over the next two years, including facility issues at the Highway Department.

This is my second term on the County Board of Supervisors. I previously served 6 years on the Jefferson Board of Education, where I was Chair at one time or another of nearly every Committee, and also as Vice President chaired meetings of the Board when the Board President was absent. In addition, I have served as Chairman or President of several community based organizations. Those I have served with will tell you that I chaired meetings capably and fairly.

The Chairman of the County Board has several roles and responsibilities. One is to conduct meetings according to the Rules of Order, so that the will of the majority is determined efficiently, while preserving the right of the minority to be heard. In several passages, the Rules speak to the responsibility of the Chair to remain impartial. To put it another way, although the Board Chairman doesn't relinquish his First Amendment rights, the wise Board Chairman at times subsumes those rights and remains 'above the fray' for the good of the Board as a whole.

Each of us brings to our service on the County Board a unique set of experiences, talents, and training. It is the role and responsibility of the Chairman to best utilize each of our skill sets for the benefit of the Board and the people we serve. One way to accomplish that goal is through committee appointments. Another way is to act in a manner that encourages all voices to be heard, and all ideas to be given a fair hearing. Regarding committee appointments, I believe that institutional memory is an important consideration, as is a periodic infusion of new perspectives and skill sets relevant to the various Committees. Maintaining an environment where all voices are heard is a matter of common sense and respect.

I haven't called you individually prior to this meeting because I am not comfortable with the practice of calling individual members and making promises, explicit or implicit, in order to obtain votes. I look forward to working with you over the next two years, and if it is as your Chairman, I would be most honored and humbled. Thank you!