

Finance Committee Agenda
Jefferson County
Jefferson County Courthouse
311 S. Center Avenue, Room 205
Jefferson, WI 53549

Date: Thursday October 7, 2021

Time: 8:30 a.m.

Committee members: Jones, Richard (Chair); Kutz, Russell (Secretary); Rinard, Amy; Jaeckel, George (Vice Chair);
Nelán, Conor

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Approval of the agenda
5. Approval of Finance Committee minutes for September 2, 2021, September 13, 2021, September 15, 2021, September 16, 2021, September 17, 2021, and Joint Executive and Finance Committee meeting on September 2, 2021
6. Communications
7. Public comment Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion and possible action on Series 2021A bond issue
9. Discussion and possible action on contingency transfer for legal invoices related to LNG storage facility
10. Discussion and possible action on contingency transfer for housing initiative match
11. Convene in closed session pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion and possible action on setting minimum bids, selling and considering offers to purchase on tax foreclosed properties and other county owned properties and pursuant to section 19.85 (1)(g) Wis. Stats. to confer with legal counsel concerning strategy to be adopted by Jefferson County with respect to litigation in which it is or is likely to become involved for the purpose of discussion and possible action on claims against Jefferson County
12. Reconvene in open session for action on closed session items if necessary
13. Discussion and possible action on 2021 projections of budget vs. actual revenues and expenditures
14. Review of the financial statements and department update for August 2021-Finance Department
15. Review of the financial statements and department update for August 2021-Treasurer's Office
16. Review of the financial statements and department update for August 2021-Child Support
17. Update on contingency fund balance
18. Discussion of funding for projects related to the new highway facilities and sale of old highway facilities
19. Set future meeting schedule, next meeting date, and possible agenda items
20. Review of invoices
21. Adjourn

Next scheduled meetings: Thursday, November 4, 2021 (Regular Meeting)
Thursday, December 2, 2021 (Regular Meeting)
Thursday, January 6, 2022 (Regular Meeting)
Thursday, February 3, 2022 (Regular Meeting)

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Register in advance for this meeting:
https://zoom.us/meeting/register/tJMocuCvpj4vHdbpKQyglAcWm_rKSxeOauzu
After registering, you will receive a confirmation email containing information about joining the meeting.

- iv. Motion passed 5-0.
- c. **Veterans Services**
 - i. Yvonne Duesterhoeft
 - ii. No additional motion/information
 - iii. Motion by Jaeckel/Rinard to approve the recommended budget (estimated levy amount \$211,197)
 - iv. Motion passed 5-0.
- d. **Economic Development**
 - i. Vicki Pratt
 - ii. No additional motion/information
 - iii. Motion by Nelan/Rinard to approve the recommended budget (estimated levy amount \$0)
 - iv. Motion passed 5-0.

9. Set future meeting schedule, next meeting date, and possible agenda items – The next Finance Committee meeting is scheduled for Wednesday, September 15th at 8:30 a.m.

10. Adjourn – A motion was made at 11:21 a.m. to recess until Wednesday, September 15th by Jones/Rinard. The motion passed 5-0.

Respectfully submitted,

Russell Kutz, Secretary
Finance Committee
Jefferson County
/mad

**Jefferson County
Finance Committee Minutes
September 15, 2021**

Committee members: Jones, Richard (Chair) Kutz, Russell (Secretary)
Rinard, Amy Nelan, Conor
Jaeckel, George (Vice Chair)

1. **Call to order** – Finance Committee Chair Richard Jones called the meeting to order at 8:30 a.m.
2. **Roll call (establish a quorum)** – Finance Committee members present were Richard Jones, George Jaeckel, Russell Kutz, Conor Nelan and Amy Rinard. Other board members present were Anita Martin, Walt Christensen, and David Drayna. Staff in attendance were County Administrator, Ben Wehmeier; Finance Director, Marc DeVries; and Assistant Finance Director, Tammy Worzalla; and Financial Systems Specialist, Cindy Diestelmann. There were no members of the public present.
3. **Certification of compliance with the Open Meetings Law** – County Administrator Wehmeier certified compliance with the Open Meetings Law.
4. **Approval of the agenda** –The agenda was approved.
5. **Communications** – none.
6. **Public comment** – none.
7. **Department 2022 Budget Hearings** – The Finance Committee considered the recommended budgets for each department listed below and motions were made to tentatively accept the recommended budget figures for each department, unless otherwise noted. *[The format for each department lists (i) budget presenters in addition to Ben Wehmeier, (ii) any other information specific to the department budget, (iii) who moved/seconded to tentatively accept the recommended budget figure, unless otherwise noted, along with the amount, and (iv) the voting record]*
 - a. **County Clerk**
 - i. Audrey McGraw
 - ii. No additional motion/information
 - iii. Motion by Jones/Jaeckel to approve the recommended budget (estimated levy amount \$256,369)
 - iv. Motion passed 5-0.
 - b. **Management Information Systems**
 - i. John Rageth
 - ii. No additional motion/information
 - iii. Motion by Jones/Rinard to approve the recommended budget (estimated levy amount \$15,313)
 - iv. Motion passed 5-0.
 - c. **Planning and Zoning/Land Information**
 - i. Matt Zangl /Tracy Saxby
 - ii. No additional motion/information

- iii. Motion by Nelan/Jaeckel and Nelan/Kutz to approve the recommended budgets (estimated levy amounts \$320,363 Planning/\$407,920 LIO)
 - iv. Motions passed 5-0/5-0.
- d. Human Resources**
- i. Terri Palm
 - ii. No additional motion/information
 - iii. Motion by Rinard/Jaeckel to approve the recommended budget (estimated levy amount \$555,505)
 - iv. Motion passed 5-0.
- e. District Attorney**
- i. Monica Hall/Leigh Schrer
 - ii. No additional motion/information
 - iii. Motion by Jaeckel/Kutz to approve the recommended budget (estimated levy amount \$787,945)
 - iv. Motion passed 5-0.
- f. Emergency Management**
- i. Donna Haugom
 - ii. No additional motion/information
 - iii. Motion by Kutz/Jaeckel to approve the recommended budget (estimated levy amount \$100,118)
 - iv. Motion passed 5-0.
- g. Health Department**
- i. Gail Scott, Elizabeth Chilsen and Sandee Schunk
 - ii. No additional motion/information
 - iii. Motion by Kutz/Rinard to approve the recommended budget (estimated levy amount \$892,942)
 - iv. Motion passed 5-0.
- h. Parks**
- i. Kevin Weismann and Mary Truman
 - ii. No additional motion/information
 - iii. Motion by Jaeckel/Rinard to approve the recommended budget (estimated levy amount \$793,039)
 - iv. Motion passed 5-0.
- i. Highway Department**
- i. Bill Kern and Ryan Broedlow
 - ii. No additional motion/information
 - iii. Motion by Rinard/Jaeckel to approve the recommended budget (estimated levy amount \$5,818,511)
 - iv. Motion passed 5-0.
- j. Medical Examiner**
- i. Nichol Tesch
 - ii. No additional motion/information
 - iii. Motion by Nelan/Jaeckel to approve the recommended budget (estimated levy amount \$250,727)
 - iv. Motion passed 5-0.
- k. Administration**
- i. Ben Wehmeier
 - ii. No additional motion/information

- iii. Motion by Jones/Kutz to approve the recommended budget (estimated levy amount \$575,897)
- iv. Motion passed 5-0

8. Set future meeting schedule, next meeting date, and possible agenda items – The next Finance Committee meeting is scheduled for Thursday, September 16th at 8:30 a.m.

9. Adjourn – A motion was made at 11:45 to recess until Thursday, September 16th by Jaeckel/Rinard. The motion passed 5-0.

Respectfully submitted,

Russell Kutz, Secretary
Finance Committee
Jefferson County
/mad

**Jefferson County
Finance Committee Minutes
September 16, 2021**

Committee members: Jones, Richard (Chair) Kutz, Russell (Secretary)
Rinard, Amy Nelan, Conor
Jaeckel, George (Vice Chair)

1. **Call to order** – Finance Committee Chair Richard Jones called the meeting to order at 8:30 a.m.
2. **Roll call (establish a quorum)** – Finance Committee members present were Richard Jones, George Jaeckel, Russell Kutz, Conor Nelan and Amy Rinard. Other board members present were Walt Christensen, Anita Martin, and David Drayna. Staff in attendance were County Administrator, Ben Wehmeier; Finance Director, Marc DeVries; and Assistant Finance Director, Tammy Worzalla and Financial Systems Specialist, Cindy Diestelmann. There were no members of the public present.
3. **Certification of compliance with the Open Meetings Law** – County Administrator Wehmeier certified compliance with the Open Meetings Law.
4. **Approval of the agenda** –The agenda was approved.
5. **Communications** – none.
6. **Public comment** – none.
7. **Department 2021 Budget Hearings** – The Finance Committee considered the recommended budgets for each department listed below and motions were made to tentatively accept the recommended budget figures for each department, unless otherwise noted. *[The format for each department lists (i) budget presenters in addition to Ben Wehmeier, (ii) any other information specific to the department budget, (iii) who moved/seconded to tentatively accept the recommended budget figure, unless otherwise noted, along with the amount, and (iv) the voting record]*
 - a. **Library Service**
 - i. Karol Kennedy and Eric Robinson
 - ii. No additional motion/information
 - iii. Motion by Jones/Rinard to approve the recommended budget (estimated levy amount \$1,158,411)
 - iv. Motion passed 5-0.
 - b. **Central Services**
 - i. Larry Meyer
 - ii. No additional motion/information
 - iii. Motion by Nelan/Jaeckel to approve the recommended budget (estimated levy amount \$1,000,483)
 - iv. Motion passed 5-0.
 - c. **Land and Water Conservation**
 - i. Joshua Butteris/Kim Liakopoulos
 - ii. No additional motion/information

- iii. Motion by Jaeckel/Jones to approve the recommended budget (estimated levy amount \$262,257)
 - iv. Motion passed 5-0.
- d. Clerk of Courts**
 - i. Cindy Hamre-Incha
 - ii. No additional motion/information
 - iii. Motion by Kutz/Jaeckel to approve the recommended budget (estimated levy amount \$1,503,042)
 - iv. Motion passed 5-0.
- e. County Board**
 - i. Ben Wehmeier
 - ii. No additional motion/information
 - iii. Motion by Jaeckel/Rinard to approve the recommended budget (estimated levy amount \$516,744)
 - iv. Motion passed 5-0.
- f. Treasurer**
 - i. John Jensen
 - ii. No additional motion/information
 - iii. Motion by Kutz/Jaeckel to approve the recommended budget (estimated levy savings \$480,207)
 - iv. Motion passed 5-0.
- g. Corporation Counsel**
 - i. Blair Ward
 - ii. No additional motion/information
 - iii. Motion by Jaeckel/Rinard to approve the recommended budget (estimated levy amount \$447,736)
 - iv. Motion passed 5-0.
- h. Human Services**
 - i. Kathi Cauley, Brian Belford and Brent Ruehlow
 - ii. No additional motion/information
 - iii. Motion by Rinard/Nelan to approve the recommended budget (estimated levy amount \$8,916,065)
 - iv. Motion passed 5-0.
- i. Sheriff**
 - i. Paul Milbrath and Jeff Parker
 - ii. No additional motion/information
 - iii. Motion by Nelan/Jaeckel to approve the recommended budget (estimated levy amount \$14,199,183)
 - iv. Motion passed 5-0.
- j. Fair Park**
 - i. Amy Listle
 - ii. No additional motion/information
 - iii. Motion by Jones/Rinard to approve the recommended budget (estimated levy amount \$19,811)
 - iv. Motion passed 5-0.
- k. Register of Deeds**
 - i. Staci Hoffman
 - ii. No additional motion/information

- iii. Motion by Jones/Jaeckel to approve the recommended budget (estimated levy savings \$153,844)
- iv. Motion passed 5-0.

8. Set future meeting schedule, next meeting date, and possible agenda items – The next Finance Committee meeting is scheduled for Friday, September 17th at 8:30 a.m.

9. Adjourn – A motion was made at 11:45 to recess until Thursday, September 24th by Jones/Rinard. The motion passed 5-0.

Respectfully submitted,

Russell Kutz, Secretary
Finance Committee
Jefferson County
/mad

spend. Motion by Jones/Jaeckel to amend the budget as requested. The motion passed 5-0.

- d. **2022 Capital and 5 Year Capital Plan** – County Administrator Wehmeier discussed the 2022 Capital Plan and possible financing sources. The Committee requested that Administration and Finance develop reports to update the Committee on the progress of the Courthouse/Sheriff/Jail renovation. No action taken.
 - e. **General Revenues; General Expenditures (Contingency)**
 - i. Ben Wehmeier and Marc DeVries
 - ii. No additional motion/information
 - iii. Motion by Rinard/Nelan to approve the recommended budget (estimated levy savings \$9,520,440)
 - iv. Motion passed 5-0.
 - f. **Fee Schedule** – Motion by Nelan/Kutz to approve the fee schedule for 2022. The motion passed 5-0.
 - g. **Fund Balance Policy** – Motion by Jones/Rinard to allow the Health Department to exceed the fund balance policy in the amount of \$177,027. The motion passed 5-0.
 - h. **Debt Service**
 - i. Marc DeVries
 - ii. No additional motion/information
 - iii. DeVries recommended not to approve the debt service budget as presented due to the changes that would be made by the upcoming bond issue.
 - iv. No action was taken.
 - i. **Set tax levy**
 - i. Motion made by Jones/Rinard to approve the following:
 - 1. Health Department - \$892,942 tax levy at a \$0.1226 mill rate
 - 2. Library System- \$1,156,411 tax levy at a \$0.2801 mill rate
 - 3. Motion passed 5-0
 - ii. Motion made by Jones/Rinard to approve the following:
 - 1. Set the County-Wide (1992 statute definition) levy at \$27,755,653 for a mill rate of \$3.3342 for general operations (the Committee did not vote on the debt service levy)
 - 2. Motion passed 5-0.
8. **Discussion on investment advisor fees** – Matt Slowinski of DANA Investments explained how the investment fee functioned. No action was taken.
9. **Discussion and possible action on out-of-state travel for Human Services Department** – Wehmeier explained that the requested travel was fully funded by a grant from the state. Motion by Jaeckel/Jones to approve the request for out-of-state travel. The motion passed 5-0.
10. **Discussion on In Rem Foreclosure Public Notice Requirements** – no action was taken.
11. **Discussion and possible action on determining disposition of foreclosed properties, setting minimum bids for the sale of foreclosed properties, and considering offers to purchase on foreclosed properties** – No action was taken.
12. **Convene in closed session pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other**

specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion and possible action on setting minimum bids, selling and considering offers to purchase on tax foreclosed properties and other county owned properties and pursuant to section 19.85 (1)(g) Wis. Stats. to confer with legal counsel concerning strategy to be adopted by Jefferson County with respect to litigation in which it is or is likely to become involved for the purpose of discussion and possible action on claims against Jefferson County – Motion by Jaeckel/Kutz to convene into closed session. Roll call vote, the motion passed 5-0.

13. **Reconvene in open session for action on closed session items if necessary** – Motion by Jones/Rinard to convene into open session. The motion passed 5-0. Motion by Jaeckel/Rinard to not respond to the bankruptcy court in relation to the Mallinckrodt bankruptcy restructuring plan. The motion passed 5-0.
14. **Discussion and possible action on 2021 projections of budget vs. actual revenues and expenditures** – DeVries explained that there are no immediate concerns at this time.
15. **Review of the financial statements and department update for July 2021 - Finance Department** – No action taken.
16. **Review of the financial statements and department update for July 2021 - Treasurers Department** – No action taken.
17. **Review of the financial statements and department update for July 2021 - Child Support Department** - No action taken.
18. **Update on contingency fund balance** – Before any action taken at this meeting, the balance of the 2021 contingency funds is \$265,448. The other contingency line, after adjustments for carryforwards is \$3,481,960, and the vested benefits balance is \$300,000.
19. **Discussion of funding for projects related to the new Highway Facilities and sale of old Highway Facilities.** Wehmeier updated the Committee on the progress of the old highway site.
20. **Set future meeting schedule, next meeting date, and possible agenda items** – The next Finance Committee meeting is scheduled for Thursday, October 7th at 8:30 a.m.
21. **Review of Invoices** - After review of the invoices, a motion was made by Jaeckel/Nelan to approve the payment of invoices totaling \$35,525,266.84. The motion passed 5-0.
22. **Adjourn** – A motion was made at 11:30 to recess until Thursday, October 8th by Kutz/Jaeckel. The motion passed 5-0.

Respectfully submitted,

Russell Kutz, Secretary
Finance Committee
Jefferson County
/mad

COMMITTEE MINUTES

September 2, 2021

Joint meeting of Executive and Finance Committees

1. **Call to Order**

Meeting was called to order by Nass at 8:30 a.m.

2. **Roll Call**

Executive Committee Members present: Amy Rinard, Chair; Steve Nass; Conor Nelan, Michael Wineke

Executive Committee Members present via ZOOM: Jim Braughler, Vice Chair

Finance Committee Members present: Richard Jones, Chair, George Jaeckel, Vice Chair, Russell Kutz, Secretary, Conor Nelan, Amy Rinard

Others Present: Ben Wehmeier, County Administrator; J. Blair Ward, Corporation Counsel; Marc DeVries, Finance Director, Tammy Worzalla, Assistant Finance Director; Cindy Diestelmann, Finance

Others present via ZOOM: Sarana Stolar, Audrey McGraw, Anita Martin, Brian Bellford, Yelena Zarwell, Andrew Griggs

3. **Certification of compliance with Open Meeting Law Requirements**

Wehmeier certified compliance with the Open Meetings Law.

4. **Review of Agenda**

No changes were made.

5. **Public Comment**

None

6. **Communications**

None

7. **Discussion and possible action on American Rescue Plan Act funds and 2022 Budget**

A list of expenditure categories from the US Department of the Treasury and a spreadsheet with project recommendations were provided for review. Two of the items were already approved: Broadband \$2,135,000 and Human Services housing purchase \$350,000. Wehmeier reviewed the potential projects and the SLRF categories that qualify them. The green category, which includes funds for Legal Assistance in the DA's Office, Veterans Services Office, Housing/Community Development, Temp ADA, South Campus Water Main Project, LED Lighting Project, Workforce HVAC, Technology, Jail Mental Health and Travel/Marketing Program amount to approximately \$1.9M. This would be spread out over three years. The orange and blue categories are reserved for discussion and feedback from the committees. The committees support moving funds for the Fair Park facilities, Human Services housing repairs and the courthouse/jail project to the green category. Wehmeier will update the spreadsheet.

Finance motion by Jones/Jaeckel to approve all projects in the green category and include the three additional items and direct staff to move forward. Motion passed 5-0.

Executive motion by Wineke/Nelan to approve all projects in the green category and include the three additional items and direct staff to move forward. Motion passed 5-0.

8. **Discuss potential agenda items for the Committee's next meeting**

None

9. **Adjourn**

Motion by Jaeckel/Nelan to adjourn at 9:40 a.m.

Motion passed 5-0 – Finance Committee

Motion passed 5-0 – Executive Committee

Proposal to WEDC Rural Initiatives Program to
Provide Rural Housing Development Assistance
A Pilot Project for Dodge and Jefferson counties, WI

Draft 17 June 2021

Project Overview:

This proposed pilot project seeks assistance from WEDC's Rural Initiatives Program/TIP funds, along with matching funds from the Watertown Community Health Foundation, to deliver attainable workforce housing unit development assistance to municipalities across the Dodge and Jefferson county region of WI. ThriveED is a 501C3 providing economic development assistance in this two-county region. ThriveED has underwritten a housing study for Jefferson County, and Dodge County is currently finalizing a housing study. Both are 2021 documents with all research done by the FERC at UWW.

Current Situation:

The State of WI is experiencing a housing shortage for many well-documented reasons. The shortage is even more pronounced, particularly for attainable workforce housing, in rural Wisconsin. For small (less than 30,000 residents) municipalities, the options are fewer and attracting housing developments is a greater challenge.

Rural municipal leaders, and rural business leaders, are eager to find solutions. The reality is that most small rural municipal government bodies lack the staff, resources or expertise to focus on solving the attainable workforce housing shortage issue. Business leaders are quite vocal about the lack of attainable workforce housing being a factor in their inability to attract and retain workers. Many businesses in these rural communities have a large workforce draw area, i.e., up to 55 miles. Through outreach to area businesses, ThriveED has confirmed these numbers and has heard consistent concerns from management and HR directors, regarding their struggle to retain long-commuting workers over time. This concern is directly related to the lack of adequately sized and priced housing options in the community of the employers, along with the many other employment opportunities available closer to the employee's community of residence. A consistent theme from business visits made by ThriveED, is that employers want to see more attainable workforce housing units built in their community of residence, to retain workers, to reduce turnover rates and to attract new workers. Business needs workers, workers need housing, and everyone wins if the lack of housing/living units issue can be resolved.

Jefferson County's 2021 housing study looked at all the usual issues such as inventory, time on market, housing costs, zoning, demographics, and more. This traditional data was then compared to ALICE data (asset limited, income constrained, employed) to better understand and inform the communities about the true housing needs for employed residents whose income levels allow them to 'survive' but not

thrive in their community of residence. The study revealed that most communities have a clear lack of living options with costs aligned to the wages of its residents. Additionally, rising materials costs, rising labor costs, high land costs and lower market rates in rural areas, are just a few of the barriers that are making developers shy away from building new attainable workforce living units in rural municipalities in Dodge and Jefferson counties.

Proposed Solution:

Run a pilot project designed to spur more attainable workforce housing unit development in rural Wisconsin. The project will demonstrate the effectiveness of having a dedicated housing development team focused on a large and diverse rural area of the State of Wisconsin. To accomplish this, ThriveED proposes to address these concerns by working with an expert housing development consulting team to provide development-focused services to municipalities across Dodge and Jefferson Counties. The services may include the following:

Proposed Services:

- Helping municipalities identify key parcels appropriate for attainable workforce housing unit developments.
- Performing site feasibility study to determine if a site is able to support housing.
- Preparing site level information for use in marketing the site to builders/developer, similar to WEDC's Gold Shovel Certification program but modified for residential site use.
- Helping municipalities develop and distribute RFP's to attract housing unit developers to key parcels, and/or proposing other options to attract housing unit developers.
- Helping municipalities review housing development proposals/responses to RFPs.
- Reviewing of proposed attainable workforce housing development proformas on behalf of municipalities.
- Assisting municipalities with analysis and potential use of existing tax incremental funds to incite attainable workforce housing unit development.
- Assisting municipalities in the strategic identification of other public, private, and non-profit funding and program resources which can support attainable workforce housing projects and initiatives.
- Identifying gaps impeding attainable workforce housing unit development investments at the municipal level (potential review of zoning or land use processes and/or land and development costs (infrastructure, etc.) that would make the desired development impossible to cash flow given market rates, etc.).
- Other assistance as requested by municipalities – to be billed at a rate of \$150/hour.

Rural Areas to be Served by Pilot Project: *

<u>Municipality Name</u>	<u>2020 Total Population</u>
<u>Jefferson County</u>	
City of Watertown (spans Jefferson/Dodge County line)	23,800
City of Fort Atkinson	12,395
City of Whitewater (spans Jefferson/Walworth County line)	15,035
City of Jefferson	7,935
City of Lake Mills	6,066
City of Waterloo	3,341
Village of Cambridge (spans Jefferson/Dane County line)	1,591
Village of Johnson Creek	3,029
Village of Sullivan	660
Village of Palmyra	1,742
<u>Dodge County</u>	
City of Beaver Dam	16,890
City of Mayville	5,069
City of Horicon	3,768
City of Juneau	2,634
City of Fox Lake	1,550
City of Waupun (spans Dodge/Fond du Lac County line)	11,588
Village of Lomira	2,528
Village of Randolph (spans Dodge/Columbia County line)	1,785
Village of Theresa	1,258
Village of Hustisford	1,107
Village of Kekoskee	919
Village of Iron Ridge	920
Village of Reeseville	713
Village of Neosho	565
Village of Lowell	326

Source: WI DOA.

***Proposal assumes not every municipality will ask for/receive assistance, however any one of these municipalities qualifies as a rural community in WI.**

To Receive Services: Communities requesting housing consultation services under this proposal, will be required to complete a simple application for services (to be developed) that will specify the following:

1. Community's support for worker-wage appropriate housing development
2. A draft plan for location and type of housing desired

3. A 1-paragraph explanation of how the community intends to use the consultant’s time and input
4. The name and function of the Community’s staff person who will be dedicated to work with the consultant on housing development initiatives. (Personnel time committed to this project may count as ‘match’).

ThriveED Staff and the Consultant will review applications and prioritize use of consultant hours based upon the Community’s readiness to develop worker-wage appropriate housing.

Costs/Timeline:

The timeline for these services is projected to begin August 1, 2021 and commence December 31, 2022. The project as proposed is estimated to cost \$150,000.

Breakdown of project budget:

Contract with housing development consulting team:	\$140,000
(provide 935 hours of consultant services as described under Proposed Services to municipalities on a first come/first serve basis)	
Scheduling/project administration costs to ThriveED	<u>10,000</u>
Total Project Cost	\$150,000
Local Match (Watertown Comm. Health Foundation)	<u>75,000</u>
WEDC Requested Funds	\$ 75,000

10/05/2021
14:22:25

Jefferson County
FLEXIBLE PERIOD REPORT

FROM 2021 01 TO 2021 08

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
100 General Fund	APPROP	ADJSTMTS	BUDGET	ACTUALS	ENCUMBRANCES	BUDGET	USED
<hr/>							
12201 Finance							
12201 511110 Salary-Permanent Regular	196,837	0	196,837	133,339.93	.00	63,497.13	67.7%
12201 511210 Wages-Regular	145,576	0	145,576	97,587.88	.00	47,987.95	67.0%
12201 511210 22101 Wages-Regular	0	0	0	468.04	.00	-468.04	.0%
12201 511220 Wages-Overtime	0	0	0	542.00	.00	-542.00	.0%
12201 511330 Wages-Longevity Pay	945	0	945	.00	.00	945.00	.0%
12201 512141 Social Security	25,468	0	25,468	17,020.38	.00	8,447.85	66.8%
12201 512141 22101 Social Security	0	0	0	31.98	.00	-31.98	.0%
12201 512142 Retirement (Employer)	23,177	0	23,177	15,624.15	.00	7,552.51	67.4%
12201 512142 22101 Retirement (Employer)	0	0	0	31.60	.00	-31.60	.0%
12201 512144 Health Insurance	42,748	0	42,748	29,290.23	.00	13,457.72	68.5%
12201 512144 22101 Health Insurance	0	0	0	141.27	.00	-141.27	.0%
12201 512145 Life Insurance	214	0	214	154.56	.00	59.76	72.1%
12201 512145 22101 Life Insurance	0	0	0	.50	.00	-.50	.0%
12201 512151 HSA Contribution	4,500	0	4,500	4,417.65	.00	82.35	98.2%
12201 512151 22101 HSA Contribution	0	0	0	82.35	.00	-82.35	.0%
12201 512173 Dental Insurance	4,344	0	4,344	2,964.14	.00	1,379.86	68.2%
12201 512173 22101 Dental Insurance	0	0	0	9.44	.00	-9.44	.0%
12201 521213 Accounting & Auditing	19,100	0	19,100	16,007.44	1,206.56	1,886.00	90.1%
12201 521219 Other Professional Serv	3,700	0	3,700	1,410.00	.00	2,290.00	38.1%
12201 521296 Computer Support	3,420	0	3,420	1,036.12	.00	2,383.88	30.3%
12201 531311 Postage & Box Rent	2,400	0	2,400	1,500.33	.00	899.67	62.5%
12201 531312 Office Supplies	2,600	0	2,600	692.44	.00	1,907.56	26.6%
12201 531313 Printing & Duplicating	1,200	0	1,200	1,143.59	.00	56.41	95.3%
12201 531324 Membership Dues	910	0	910	707.90	.00	202.10	77.8%
12201 532325 Registration	1,820	0	1,820	1,660.00	.00	160.00	91.2%
12201 532334 Commercial Travel	1,000	0	1,000	.00	.00	1,000.00	.0%
12201 532335 Meals	300	0	300	.00	.00	300.00	.0%
12201 532336 Lodging	2,000	0	2,000	.00	.00	2,000.00	.0%
12201 533225 Telephone & Fax	100	0	100	52.67	.00	47.33	52.7%
12201 535242 Maintain Machinery & Equip	700	0	700	473.35	.00	226.65	67.6%
12201 571004 IP Telephony Allocation	672	0	672	448.00	.00	224.00	66.7%
12201 571005 Duplicating Allocation	49	0	49	32.64	.00	16.36	66.6%
12201 571009 MIS PC Group Allocation	11,474	0	11,474	7,649.36	.00	3,824.64	66.7%
12201 571010 MIS Systems Grp Alloc(ISIS)	3,522	0	3,522	2,348.00	.00	1,174.00	66.7%
12201 591519 Other Insurance	3,203	0	3,203	2,281.68	.00	920.94	71.2%
12201 594818 Capital Computer	0	130,000	130,000	.00	.00	130,000.00	.0%
<hr/>							
12202 Dental Insurance Allocation							
12202 599982 Retiree Dental Claims	12,000	0	12,000	8,784.44	.00	3,215.56	73.2%

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Jefferson County
FLEXIBLE PERIOD REPORT

FROM 2021 01 TO 2021 08

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12202 599984 Cobra Dental Claims	6,000	0	6,000	1,685.70	.00	4,314.30	28.1%
12202 599986 Administrative Fees Dental	24,000	0	24,000	16,362.66	.00	7,637.34	68.2%
12202 599989 Employee Dental Claims	444,500	0	444,500	265,507.15	.00	178,992.85	59.7%
12202 599992 Administrative Dental Retiree	1,100	0	1,100	575.10	.00	524.90	52.3%
TOTAL General Fund	989,579	130,000	1,119,579	632,064.67	1,206.56	486,307.44	56.6%
TOTAL EXPENSES	989,579	130,000	1,119,579	632,064.67	1,206.56	486,307.44	

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Jefferson County
FLEXIBLE PERIOD REPORT

FROM 2021 01 TO 2021 08

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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12201 Finance							
12201 411100 General Property Taxes	-500,599	0	-500,599	-333,732.48	.00	-166,866.19	66.7%
12201 412100 Sales Taxes From County	-150	0	-150	-118.08	.00	-31.92	78.7%
12201 451004 Garnishment Fees	-50	0	-50	-15.00	.00	-35.00	30.0%
12201 451005 Child Support Fees	-1,000	0	-1,000	-434.56	.00	-565.44	43.5%
12201 451312 Emp Payroll Charges	-180	0	-180	-55.25	.00	-124.75	30.7%
12201 486002 Unclaimed Funds Revenue	0	0	0	-33,671.37	.00	33,671.37	.0%
12201 699999 Budgetary Fund Balance	0	-130,000	-130,000	.00	.00	-130,000.00	.0%
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12202 Dental Insurance Allocation							
12202 451026 Retiree Ins Premium Recovery	-15,000	0	-15,000	-9,489.26	.00	-5,510.74	63.3%
12202 451032 Cobra Premium Recovery	-2,600	0	-2,600	-1,489.20	.00	-1,110.80	57.3%
12202 451043 County Board Premiums	0	0	0	-1,811.00	.00	1,811.00	.0%
12202 451045 Employee Premiums	-470,000	0	-470,000	-314,466.46	.00	-155,533.54	66.9%
TOTAL General Fund	-989,579	-130,000	-1,119,579	-695,282.66	.00	-424,296.01	62.1%
TOTAL REVENUES	-989,579	-130,000	-1,119,579	-695,282.66	.00	-424,296.01	

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Jefferson County
FLEXIBLE PERIOD REPORT

FROM 2021 01 TO 2021 08

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
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13201 County Treasurer							
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13201 411100 General Property Taxes	650,097	0	650,097	433,397.68	.00	216,698.83	66.7%
13201 411300 DNR Pilot	-55,000	0	-55,000	-61,733.72	.00	6,733.72	112.2%
13201 411500 Managed Forest	-5,000	0	-5,000	-3,917.51	.00	-1,082.49	78.4%
13201 418100 Interest On Taxes	-300,000	0	-300,000	-227,481.58	.00	-72,518.42	75.8%
13201 441030 Ag Use Conversion Penalty	-20,000	0	-20,000	-23,986.19	.00	3,986.19	119.9%
13201 451007 Treasurers Fees	-500	0	-500	-260.00	.00	-240.00	52.0%
13201 481001 Interest & Dividends	-500,000	0	-500,000	-407,267.07	.00	-92,732.93	81.5%
13201 481004 Fair Market Value Adjustment	0	0	0	-55,389.64	.00	55,389.64	.0%
13202 Tax Deed Expense							
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13202 451030 Foreclosure Reimbursement	0	0	0	-595.00	.00	595.00	.0%
13202 482002 Rent Of County Property	-5,000	0	-5,000	.00	.00	-5,000.00	.0%
13202 483005 Gain/Loss-Sale Forclosed Prpt	-30,000	0	-30,000	-96,419.21	.00	66,419.21	321.4%
13203 Plat Books							
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13203 451010 Sale Of Maps & Plat Books	-2,200	0	-2,200	472.55	.00	-2,672.55	21.5%
13203 451308 Postage Fees	-100	0	-100	-9.00	.00	-91.00	9.0%
TOTAL General Fund	-267,703	0	-267,703	-443,188.69	.00	175,485.20	165.6%
TOTAL REVENUES	-267,703	0	-267,703	-443,188.69	.00	175,485.20	

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Jefferson County
FLEXIBLE PERIOD REPORT

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FROM 2021 01 TO 2021 08

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
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13201 County Treasurer							
13201 511110 Salary-Permanent Regular	79,914	0	79,914	53,010.50	.00	26,903.10	66.3%
13201 511210 Wages-Regular	37,994	0	37,994	24,965.01	.00	13,028.50	65.7%
13201 511330 Wages-Longevity Pay	192	0	192	.00	.00	192.00	.0%
13201 512141 Social Security	8,500	0	8,500	5,597.33	.00	2,902.62	65.9%
13201 512142 Retirement (Employer)	7,972	0	7,972	5,263.28	.00	2,708.41	66.0%
13201 512144 Health Insurance	32,061	0	32,061	20,054.81	.00	12,006.12	62.6%
13201 512145 Life Insurance	11	0	11	7.55	.00	3.49	68.4%
13201 512151 HSA Contribution	3,150	0	3,150	636.23	.00	2,513.77	20.2%
13201 512173 Dental Insurance	2,318	0	2,318	1,328.82	.00	989.58	57.3%
13201 521232 Investment Advisor Fees	31,000	0	31,000	26,188.30	.00	4,811.70	84.5%
13201 531298 United Parcel Service	100	0	100	.00	.00	100.00	.0%
13201 531311 Postage & Box Rent	8,000	0	8,000	4,921.03	.00	3,078.97	61.5%
13201 531312 Office Supplies	1,000	0	1,000	624.12	.00	375.88	62.4%
13201 531313 Printing & Duplicating	200	0	200	.00	.00	200.00	.0%
13201 531314 Small Items Of Equipment	200	0	200	.00	.00	200.00	.0%
13201 531321 Publication Of Legal Notice	3,000	0	3,000	.00	.00	3,000.00	.0%
13201 531324 Membership Dues	100	0	100	100.00	.00	.00	100.0%
13201 531326 Advertising	500	0	500	.00	.00	500.00	.0%
13201 532332 Mileage	200	0	200	.00	.00	200.00	.0%
13201 532335 Meals	35	0	35	.00	.00	35.00	.0%
13201 532336 Lodging	400	0	400	.00	.00	400.00	.0%
13201 533225 Telephone & Fax	100	0	100	42.11	.00	57.89	42.1%
13201 535242 Maintain Machinery & Equip	200	0	200	227.99	.00	-27.99	114.0%
13201 571004 IP Telephony Allocation	538	0	538	358.64	.00	179.36	66.7%
13201 571005 Duplicating Allocation	72	0	72	48.00	.00	24.00	66.7%
13201 571009 MIS PC Group Allocation	8,455	0	8,455	5,636.64	.00	2,818.36	66.7%
13201 571010 MIS Systems Grp Alloc(ISIS)	1,569	0	1,569	1,046.00	.00	523.00	66.7%
13201 591519 Other Insurance	1,123	0	1,123	784.80	.00	338.57	69.9%
13201 593256 Bank Charges	1,500	0	1,500	875.60	.00	624.40	58.4%
13201 593256 22200 Bank Charges	0	0	0	25.00	.00	-25.00	.0%
13202 Tax Deed Expense							
13202 521212 Legal	1,000	0	1,000	10.00	.00	990.00	1.0%
13202 521255 Paper Service	1,000	0	1,000	381.00	.00	619.00	38.1%
13202 521273 Title Search	5,000	0	5,000	-12,100.00	.00	17,100.00	242.0%
13202 529299 Purchase Care & Services	3,000	0	3,000	.00	.00	3,000.00	.0%

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Jefferson County
FLEXIBLE PERIOD REPORT

FROM 2021 01 TO 2021 08

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
13202 531311 Postage & Box Rent	600	0	600	365.47	.00	234.53	60.9%
13202 531313 Printing & Duplicating	400	0	400	.00	.00	400.00	.0%
13202 531321 Publication Of Legal Notice	15,000	0	15,000	11,330.76	.00	3,669.24	75.5%
13202 531326 Advertising	2,000	0	2,000	.00	.00	2,000.00	.0%
13202 533221 Water	2,000	0	2,000	.00	.00	2,000.00	.0%
13202 593742 Uncollected Taxes	5,000	0	5,000	1,374.84	.00	3,625.16	27.5%
13203 Plat Books							
13203 531349 Other Operating Expenses	2,300	0	2,300	.00	.00	2,300.00	.0%
TOTAL General Fund	267,703	0	267,703	153,103.83	.00	114,599.66	57.2%
TOTAL EXPENSES	267,703	0	267,703	153,103.83	.00	114,599.66	

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Jefferson County
FLEXIBLE PERIOD REPORT

FROM 2021 01 TO 2021 08

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	ACTUALS	ENCUMBRANCES	AVAILABLE	PCT
100 General Fund	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
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11301 Child Support							
11301 411100 General Property Taxes	-133,426	0	-133,426	-88,950.64	.00	-44,475.28	66.7%
11301 421001 State Aid	-112,887	0	-112,887	-112,887.00	.00	.00	100.0%
11301 421010 M S L Incentives	-15,000	0	-15,000	-4,174.21	.00	-10,825.79	27.8%
11301 421012 State Aid Cs + All Others	-751,822	0	-751,822	-423,052.28	.00	-328,769.72	56.3%
11301 421013 Other Dept Wage Retention	-17,171	0	-17,171	-9,289.81	.00	-7,881.19	54.1%
11301 421014 State Aid Wages Allocation	107,282	0	107,282	37,579.43	.00	69,702.57	35.0%
11301 421050 CS Performance Based Inc	-163,212	0	-163,212	.00	.00	-163,212.00	.0%
11301 421096 State Aid Medical Support	-8,000	0	-8,000	-8,474.00	.00	474.00	105.9%
11301 421097 State Aid E-filing	-20,088	0	-20,088	.00	.00	-20,088.00	.0%
11301 442004 Extradition Reimbursement	-2,000	0	-2,000	-113.47	.00	-1,886.53	5.7%
11301 451011 CS Prog Fee Reduce 66%	9,240	0	9,240	6,462.89	.00	2,777.11	69.9%
11301 451013 NIVD Activities Reduction	-2,800	0	-2,800	-1,000.67	.00	-1,799.33	35.7%
11301 451014 CS Program Fees	-13,000	0	-13,000	-13,109.14	.00	109.14	100.8%
11301 455003 Non-IVD Service Fees	-1,400	0	-1,400	-847.00	.00	-553.00	60.5%
11301 699999 Budgetary Fund Balance	-6,859	-8,900	-15,759	.00	.00	-15,759.00	.0%
TOTAL General Fund	-1,131,143	-8,900	-1,140,043	-617,855.90	.00	-522,187.02	54.2%
TOTAL REVENUES	-1,131,143	-8,900	-1,140,043	-617,855.90	.00	-522,187.02	

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Jefferson County
FLEXIBLE PERIOD REPORT

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FROM 2021 01 TO 2021 08

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
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11301 Child Support							
11301 511110 Salary-Permanent Regular	263,837	0	263,837	182,094.31	.00	81,742.46	69.0%
11301 511210 Wages-Regular	467,425	0	467,425	311,570.62	.00	155,854.26	66.7%
11301 511220 Wages-Overtime	5,229	0	5,229	1,042.97	.00	4,185.98	19.9%
11301 511330 Wages-Longevity Pay	1,954	0	1,954	241.88	.00	1,711.87	12.4%
11301 512141 Social Security	54,658	0	54,658	36,224.54	.00	18,433.66	66.3%
11301 512142 Retirement (Employer)	49,845	0	49,845	33,247.38	.00	16,597.61	66.7%
11301 512144 Health Insurance	144,011	0	144,011	98,818.69	.00	45,192.31	68.6%
11301 512145 Life Insurance	305	0	305	222.45	.00	82.55	72.9%
11301 512151 HSA Contribution	13,200	0	13,200	3,720.00	.00	9,480.00	28.2%
11301 512173 Dental Insurance	11,263	0	11,263	7,609.26	.00	3,653.74	67.6%
11301 521255 Paper Service	12,300	0	12,300	4,657.50	.00	7,642.50	37.9%
11301 521256 Genetic Tests	6,500	0	6,500	3,887.00	.00	2,613.00	59.8%
11301 521296 Computer Support	2,675	0	2,675	1,843.09	.00	831.91	68.9%
11301 529160 Interpreter Fee	4,600	0	4,600	3,316.25	.00	1,283.75	72.1%
11301 531003 Notary Public Related	240	0	240	120.00	.00	120.00	50.0%
11301 531303 Computer Equipmt & Software	2,100	0	2,100	2,477.99	.00	-377.99	118.0%
11301 531310 Postage Special	225	0	225	152.32	.00	72.68	67.7%
11301 531311 Postage & Box Rent	17,900	0	17,900	10,264.07	.00	7,635.93	57.3%
11301 531312 Office Supplies	2,000	0	2,000	745.00	.00	1,255.00	37.3%
11301 531313 Printing & Duplicating	3,547	0	3,547	430.98	.00	3,116.02	12.2%
11301 531314 Small Items Of Equipment	900	0	900	780.16	.00	119.84	86.7%
11301 531321 Publication Of Legal Notice	900	0	900	360.00	.00	540.00	40.0%
11301 531323 Subscriptions-Tax & Law	0	0	0	208.12	.00	-208.12	.0%
11301 531324 Membership Dues	1,612	0	1,612	1,445.90	.00	166.10	89.7%
11301 531348 Educational Supplies	450	0	450	237.22	.00	212.78	52.7%
11301 532325 Registration	2,740	8,900	11,640	4,734.00	.00	6,906.00	40.7%
11301 532332 Mileage	700	0	700	79.25	.00	620.75	11.3%
11301 532335 Meals	700	0	700	.00	.00	700.00	.0%
11301 532336 Lodging	1,883	0	1,883	.00	.00	1,883.00	.0%
11301 532339 Other Travel & Tolls	325	0	325	.00	.00	325.00	.0%
11301 532340 Contracted Extraditions	8,700	0	8,700	.00	.00	8,700.00	.0%
11301 533225 Telephone & Fax	525	0	525	293.44	.00	231.56	55.9%
11301 535242 Maintain Machinery & Equip	3,250	0	3,250	2,632.16	.00	617.84	81.0%
11301 571004 IP Telephony Allocation	2,152	0	2,152	1,434.64	.00	717.36	66.7%
11301 571005 Duplicating Allocation	389	0	389	259.36	.00	129.64	66.7%
11301 571009 MIS PC Group Allocation	26,571	0	26,571	17,714.00	.00	8,857.00	66.7%
11301 571010 MIS Systems Grp Alloc(ISIS)	8,696	0	8,696	5,797.36	.00	2,898.64	66.7%
11301 591519 Other Insurance	6,836	0	6,836	4,907.04	.00	1,929.34	71.8%

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Jefferson County
FLEXIBLE PERIOD REPORT

FROM 2021 01 TO 2021 08

ACCOUNTS FOR:
100 General Fund

ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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TOTAL General Fund	1,131,143	8,900	1,140,043	743,568.95	.00	396,473.97	65.2%
TOTAL EXPENSES	1,131,143	8,900	1,140,043	743,568.95	.00	396,473.97	

**Jefferson County
Contingency Fund
For the Year Ended December 31, 2021**

Ledger Date	Description	General (599900)	Other (599908)	Vested Benefits (599909)	Authority
1-Jan-21	Tax Levy	518,579.00	105,960.00	300,000.00	
5-Nov-20	Transfer to Clerk of Courts for Farm Drainage Board	(10,000.00)			Finance Committee
9-Mar-21	Carryforward		3,376,000.00		County Board
6-May-21	Transfer to Zoning for WeEnergies project	(10,000.00)			Finance Committee
8-Jun-21	Transfer to Zoning for WeEnergies project	(20,000.00)			Finance Committee
8-Jun-21	Transfer to Corporation Counsel for WeEnergies project	(5,000.00)			Finance Committee
8-Jun-21	Transfer to MIS for equipment	(208,131.00)			Finance Committee
Total amount available		265,448.00	3,481,960.00	300,000.00	
Net		265,448.00	3,481,960.00	300,000.00	