

COUNTY BOARD STAFF/FINANCE COMMITTEES
August 8, 2012

Call to Order. County Board Staff Committee Chair Podzilni called the joint meeting of the County Board Staff Committee and the Finance Committee to order at 1:03 P.M. in Conference Room N-1/N-2, fifth floor, Courthouse – East.

Committee Members Present County Board Staff Committee – Supervisors Podzilni, Arnold, Brill, Bussie, Jensen (1:05 PM), Kraft, Mawhinney, Peer, and Yankee. Finance Committee – Supervisors Mawhinney, Beaver, Fox, Kraft, and Podzilni.

Committee Members Absent: None.

Others Present: Supervisor Steve Howland.

Staff Members Present: Craig Knutson, County Administrator; Nick Osborne, Assistant to the County Administrator; Sherry Oja, Finance Director; Ben Coopman, Public Works Director; Ron Burdick, Airport Director; Lori Williams, Parks Director.

Approval of Agenda. Supervisor Bussie moved approval of the agenda as presented, second by Supervisor Yankee. ADOPTED.

Citizen Participation, Communications and Announcements. None.

Review and Discussion of Preliminary 2013 Budget Projections and Program Information – Public Works. At this time Chair Podzilni turned the meeting over to Ben Coopman.

Mr. Coopman said a 2013 Parks Budget Decision packet had been handed out. He said the Public Works Department is made up of three divisions, Highway, Airport and Parks, with Finance/Clerical, Field Operations, and Shop Operations under the Highway Division.

Mr. Coopman turned the meeting over to Ms. Williams.

Ms. Williams said her division is made up of one Community Coordinator, 2 ½ FTE patrol workers, a .5 seasonal, and a ¼ time secretary. The majority of the boat launch donations/fees come from Royce Dallman with total fees as of July 31st of \$15,659. Last year's parks attendance through reservations were 16,861, as of July 31, 2012 it was 17,403, and Sweet Allyn Park is the most used park.

Ms. Williams said the Parks Division has three budget areas: administration; operating and maintenance for 18 parks, 2 wildlife areas, 3 trail ways and three small cemeteries; and capital projects. The 2013 capital projects include: Magnolia Bluff Park Trail Improvement \$110,000 (applied for WDNR grant to cover 50% of this project); repave parking lot and driveway at Sportsman's Park for \$20,000; playground equipment replacement at Sportsman's Park for \$35,000; bathroom replacement (& site work) at Sweet Allyn Park for \$50,000; repave

parking lot and driveway at Sweet Allyn Park for \$35,000; gazebo site work and accessible path for Carver-Roehl Park (The Friends of Carver-Roehl Park will pay for the gazebo, but requested funding for the prep work and path) for \$10,000; shelter for equestrian area (the Multi-use trail group will cover 50% of this project) for \$30,000; for a total of \$290,000. The Parks operation budget includes: \$599,941 in expenses; \$83,386 in revenue; and a requested tax levy of \$516,555.

Ms. Williams presented a few options to achieve a 0% tax levy increase: 1) Utilize fund balance by needed amount if available. 2) Reduce administration allocation for DPW Safety position for \$7,000. 3) To implement a County wood harvesting and or permit fee for woodcutting. Woodcutting fees could increase the revenue by as much as \$5,000. 4) Raise fees by 3.6% and this could increase the revenue by \$1,000. 5) Eliminate trash collection in the parks and institute a carry-in / carry-out policy. This could save \$7,682 in expenses but could also affect the cleanliness of the parks. Also, there may be a contractual impact / buyout as this service is contracted through 2013. 6) Eliminate the seasonal position, which would decrease expenses by \$10,920. This would negatively impact the weekend coverage and customer service and increase the workload for patrol workers.

Ms. Williams went over some of the 2012 park improvements: Lee Park bathroom replaced; parking lot repaved and boulders placed, new sign installed, overgrown shrubs removed at Turtle Creek Parkway; completed the trail project at Beckman Mill Park; new bathrooms (3) installed at Magnolia Bluff Park; replacement pier at Royce Dallman Park will be installed this fall. They have partnered with the City of Janesville and they provide several stream exploration programs that are held in a variety of parks during the summer.

Mr. Coopman turned the presentation over to Mr. Burdick.

Mr. Burdick said the Airport Department has 1 FTE Account Clerk II, 1 FTE Airport Maintenance Crew Leader, and 3 FTE Airport Maintenance Workers. Airport revenue is: 36% leases, 31% rent, 21% operational and 12% non-aviation. Operational revenue for 2012 consists of an anticipated year end of \$11,340 in landing fees and an anticipated year end of \$63,377 in fuel flowage fees. Non-aviation is the golf course and farmland rental and this we anticipate will be decreasing in 2013. We are looking at total Airport revenue for 2013 to be \$346,616, which is about \$4,410 less than in 2012.

Mr. Burdick said the Airport budget expenses consist of: Administration, which encompasses salaries, public liability insurance, training, office supplies, and operations which include utilities, maintenance supplies, airfield lighting, equipment repairs, machinery lease, and capital improvements, for a total of \$542,044 for 2012. Tax levy for 2012 is \$482,455.

Mr. Burdick said the 2013 Budget Request includes a total of \$835,381 in operating expenses. Revenues total \$346,616 with a total tax levy of \$488,765.

Mr. Burdick said to achieve a 0% increase in tax levy from 2012 there are a few options: 1) Raise fuel flowage fees from \$.08 to \$.09 per gallon would be an estimated revenue increase of \$7,000, which will impact all Airport users. 2) Defer painting T-hanger buildings 6 & 7 and

beacon tower which would be an estimated cost savings of \$26,950 and the impact would be further deterioration of the buildings surface (it has been 20 years since the tower was painted last). 3) Reduce vegetation control by not mowing roadways, entrance roads and the Airport park and only mow the required safety areas within the Airport operations area. This would save an estimated equipment rental cost of \$31,900, but would impact the appearance of the Airport, increase hazardous wildlife activity, would provide cover for loafing, roosting, escape, and reproduction, would be ideal habitat for rodent and insect population, which would attract raptors, gulls, other bird species, and predators such as coyotes. This could be a safety hazard. 4) Reduce winter maintenance of snow and ice control, limit overtime, closing non-essential runways and taxiways, limit access to ramps and facilities, limit snow removal on roads and parking lots. This would adversely affect the airport businesses and users.

Mr. Burdick said the 2013 Capital Improvement Projects are: Construct North Perimeter Road (new tenant in area) with the local share cost of \$36,000. Seal and repair concrete joints (sandblasted and sealed) on runway 14/32 with the local share cost of \$25,000. Terminal building improvements project 2 of 4 with the local share cost of \$250,000. Security Improvements: Lighting – Gates – Card Access with the local share cost of \$152,000. Local funding for the repainting of the Beacon Tower and T-Hanger buildings 6 & 7 with the local cost of \$27,350, along with re-roof Airport Rental House with the local share cost of \$7,000.

Supervisor Kraft inquired if the RECAP workers could do the T-Hanger painting and re-roofing. Mr. Burdick stated the painting would be okay, but not the roofing.

Mr. Burdick showed the Committees the Southern Wisconsin Regional Airport website.

Mr. Coopman said Highway Division includes; financial/clerical, field operations, fleet operations, and secretary. Mr. Coopman said they are proposing to upgrade the Account Clerk II to Account Clerk III, which is an increase of approximately \$800.00. The proposed Safety & Training Coordinator's salary including fringe benefits of \$75,000 would be divided among his divisions (7.5% to Airport and 7.5% to Parks), with the remaining 85% to Highway Division.

Mr. Coopman said Highway Division operations include the State Trunk Highway system, County Trunk Highway system, and some of the Town Roads. The largest cost is construction, and seal coating is the second largest cost. Some of the Towns can not afford to pave roads and are just letting them go and doing seal coating only.

Mr. Coopman said the Administrative Summary for 2012 Budget and 2013 Budget is: Revenue for 2012 is \$295,000 and for 2013 is \$306,700; Expenses for 2012 is \$1,010,758 and for 2013 is \$1,044,039. Maintenance and Construction Summary for 2012 and 2013 is: Revenue for 2012 is \$5,401,465 and for 2013 is \$2,471,535; Expenses for 2012 is \$6,981,031 and for 2013 is \$9,078,190. The Machinery Cost Pool for 2012 is \$491,388 and for 2013 is \$618,500. The Highway Levy for 2012 is \$2,831,712 and for 2013 is \$9,202,494.

Mr. Coopman said to achieve a 0% levy increase from 2012 he has the following options: 1) cut \$1,990,502 of scheduled road construction in 2013, which would cut about 45% of the requested county road reconstruction in 2013, approximately 4 miles of requested county road

reconstruction and reconditioning would have to be deleted, either on CTH M (east) in the Town of Johnstown or on CTH A in the Town of Janesville west of the City of Janesville or CTH H in the Towns of Fulton and Porter. All of these projects have either been deferred or shortened in length previously. Depending on project(s) selected to be eliminated from our list of projects, State CHI Program reimbursement could be lost. That is approximately \$105,000 of lost revenue. 2) Reduce the requested 2013 Federal Aid Road & Bridge Construction projects to none for a savings of \$1,190,000. This would eliminate the CTH G Mega Project. Work is planned on CTH G between Huebbe Parkway in Beloit and STH 11 (west) in conjunction with the State of Wisconsin's widening of I-39/90. This work relates to making CTH G an "Alternate Route" for I-39/90. Design and right-of-way acquisition must be done in 2012-2013. Construction must occur in 2014. This work is estimated at over \$22 Million. Approximately 70% of the participating State or Federal funding that will be leveraged, will now be lost. A second appropriation of \$55,000 for design fees of the reconstruction and reconditioning of CTH F between USH 14 and Edgerton will also be eliminated. Without this additional funding, the County will not have sufficient funds for the entire local match for design engineering. 3) Reduce routine, winter and seal coating to 2012 levels. This would reduce available budget by \$165,900. This impact reduces planned seal coating work and takes a risk that the routine and winter maintenance needs cannot be met within allotted budget. 4) Delete a proposed new position of a Safety and Training Coordinator, for a savings of \$75,000. The impact of the Department's growing needs of mandatory training, record keeping and coordination will have to be met by current staff. This has been difficult to do because of limited available time and lack of knowledge and expertise in these complex subject areas. 5) Charge Rock County Towns for supervision services related to town work to increase revenue by \$105,000. This would recoup costs for things like managing snow storms; answering calls such as downed signs, flooding, blocked roads, fires, etc.; evaluating town road problems, recommending/implementing solutions and preparing cost estimates; and issuing utility and driveway permits. 6) Defer outside contracted repairs to department trucks and equipment for a cost savings of \$100,000 and would reduce the longevity and reliability of the equipment. 7) Use deferred financing and/or county sales tax revenues of approximately \$2,239,000 for County Road Construction and local matching funds for Federal Aid Projects. This would increase non-levy source of funds and leaves a longer term obligation than one year, could also have an effect on the County's bond rating. 8) Implement a County registration fee of \$10 per vehicle to increase revenue by \$500,000 and would raise the new general purpose revenue to fund road construction and maintenance.

Next Meetings: On August 17, 2012 at 8:00 A.M. the Sheriff's Office will be presenting and the meeting will be held in the Sheriff's Office conference room. This will be the final pre-budget meeting.

Adjournment: Supervisor Beaver moved adjournment at 2:43 P.M., second by Supervisor Mawhinney. ADOPTED.

Respectfully submitted,

Sue Zastoupil

Human Resources Secretary

NOT OFFICIAL UNTIL APPROVED BY COMMITTEES.