



Rick Stacey,  
County Board Chair

Ryan Simons,  
County Board Vice-Chair

**Walworth County Finance Committee  
MEETING NOTICE  
Thursday, April 27, 2023  
10:00 AM  
County Board Room 114  
Walworth County Government Center  
100 W. Walworth St., Elkhorn, Wisconsin**

***Sheila Reiff, Chair    Joseph Schaefer, Vice-Chair  
Supervisor Kathy Ingersoll    Supervisor Dennis Karbowski    Supervisor Rick Stacey***

**NOTICE: THIS MEETING IS PLANNED TO PROVIDE FOR REMOTE OR OFF-SITE  
ATTENDANCE BY COMMITTEE MEMBERS.**

The Walworth County Government Center remains open, but in-person attendance may be limited. **THE PUBLIC CAN WATCH THE MEETING STREAMING LIVE AT <https://bit.ly/2023Apr27FIN>**

Individuals wanting to provide a Public Comment can do so in person or remotely by telephone. Those wishing to comment by telephone must contact the County Administrator's Office at 262-741-4357 on the day of the meeting and at least 15 minutes prior to the start of the meeting to obtain instructions.

***(Posted in compliance with Sec. 19.84, Wis. Stats.)***

*It is possible that a quorum of the County Board or any of its other committees could be in attendance at this meeting.*

*Agenda enclosures are available upon request from the Finance department or on the County's web page ([www.co.walworth.wi.us](http://www.co.walworth.wi.us)). The agenda packet, including supporting documents, may be large, depending on the number of enclosures. Downloading it will require ample computer memory and may take significant time.*

## **AGENDA**

***Note: All agenda items are subject to action.***

1. Call to order
2. Roll call of committee members
3. Agenda withdrawals, if any
4. Agenda approval
5. Approval of minutes
  - A. March 23, 2023 Finance Committee Meeting (encl. pp. 1-4)
  - B. April 3, 2023 Special Finance Committee Meeting (encl. pp. 5-6)
6. Public comment period
7. Consent Items
  - A. Budget Adjustments and Transfers
    1. Health and Human Services
      - a. HS002 – adjust Health and Human Services building sound mitigation (encl. p. 7)

2. Sheriff's Office
  - a. SH001 – create Sheriff's Office data closet capital project (encl. pp. 8-9)
  
- B. Bids/Contracts
  1. Change order request for 911 center radio system project (encl. pp. 10-14)
  2. Proposal award recommendation for E-procurement software (encl. pp. 15-20)
  
- C. Reports
  1. Report on 2022 fundraisers (encl. pp. 21-22)
  2. Report of 11-Year Write-Off of Tax Certificates (encl. p. 23)
  3. Update on tax incremental financing districts (TIDs) (encl. p. 24)
  4. Quarterly delinquent tax report – 1st quarter 2023 (encl. p. 25)
  5. Quarterly property loss report – 1st quarter 2023 (encl. pp. 26-30)
  6. Out-of-state travel
    - a. Health and Human Services
      1. D. McDaniel, transport youth to placement, MO, 64772 (encl. p. 31)
      2. T. Vandeville, transport youth to placement, MO, 64772 (encl. p. 32)
      3. K. Miller, transport youth from placement, TN, 38135 (encl. p. 33)
    - b. Public Works
      1. S. Messick, Illinois & Wisconsin Landscape Show, Schaumburg, IL (encl. p. 34)
    - c. Sheriff's Office
      1. J. Adams, K9 Operations Ronin Dog Training, Chattanooga, TN (encl. p. 35)
      2. M. Ludowise, K9 Operations Ronin Dog Training, Chattanooga, TN (encl. p. 36)
      3. J. Ortiz, International Law Enforcement Educators & Trainers Association Conference, St. Louis, MO (encl. p. 37)
  
8. New Business
  - A. Consideration of Tourism Industry Promotion and Development ARPA Category Allocation to Alice in Dairyland program (encl. p. 38)
  
  - B. Res. No. \*\*-05/23 Establishing the Budget and Authorizing the Acceptance of the Law Enforcement Specialized Training Grant in the Sheriff's Office (encl. pp. 39-41)
  
  - C. Intergovernmental Agreement By and Between Walworth County and the City of Delavan Concerning County Owned Property in the City of Delavan (encl. pp. 42-45)
  
  - D. Res. No. \*\*-05/23 Authorizing Write-Off of 2020 Personal Property Taxes Uncollectible in 2021 (encl. pp. 46-48)
  
  - E. Res. No. \*\*-05/23 Establishing a Budget and Authorizing the Acceptance of the Wisconsin Department of Health Services Independent Living Supports Pilot Grant (encl. pp. 49-53)
  
  - F. Public Works brine inventory adjustment (encl. pp. 54-56)

- G. Res. No. \*\*-05/23 Authorizing the Closure of Highway Project CTH DD Bridge over Sugar Creek and Transferring Remaining Funds to the Road and Bridge Construction Committed Fund Balance (encl. pp. 57-58)
- H. Ord. No. \*\*\*\*-05/23 Amending Sections 17-3, 17-20, 17-27, and 17-28 of the Walworth County Code of Ordinances Relating to Information Technology and Software System Procurements (encl. pp. 59-65)
- I. 2023 Calendar for 2024 Budget Process (encl. pp. 66-68)
- J. Closing of Fiscal Year 2022 Summary (encl. p. 69)
  - 1. Res. No. \*\*-05/23 Closing Fiscal Year 2022 (encl. pp. 70-85)
  - 2. Res. No. \*\*-05/23 Committing Fund Balances as of December 31, 2022 (encl. 86-89)
- K. Government Finance Officers Association (GFOA) Certificate in Excellence in Financial Reporting Award for Fiscal Year Ended December 31, 2021 (encl. pp. 90-91)
- L. Res. No. \*\*-05/23 Establishing the Budget and Authorizing the Acceptance of the Broadband Equity, Access, and Deployment (BEAD) Local Planning Grant Program (encl. pp. 92-100)
- M. COVID-19/American Rescue Plan Act (ARPA) Financial Update (encl. pp. 101-102)
- N. City of Elkhorn Tax Incremental District (TID) No. 4 Project Plan Amendment (encl. p. 103)
- 9. Set/confirm next meeting date and time
  - A. Thursday, May 18, 2023 at 10:00 a.m., County Board Room 114 at the Government Center
- 10. Consideration of revenue sharing percentage proposal with landowner/s on future co-location agreements for the Sheriff’s Office Radio Tower project. The committee will convene in closed session pursuant to the exemption contained in Section 19.85 (1)(e) of the Wisconsin Statutes, “Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.”

The committee will reconvene in open session and may discuss and/or take action on the above-referenced agenda item.

11. Adjournment

Submitted by: Sheila Reiff, Committee Chairperson of Finance  
Jessica Conley, Finance Director

Posted: April 20, 2023