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WCMA NEWSLETTER

SPRING 2003

WCMA Summer Conference

The 2003 Summer Conference will be held June 11-13 at the Landmark Resort in Egg Harbor. The registration form is included with this newsletter. Registration materials are also available on the WCMA web site. Please return your registration form by May 28th.

The main focus of the conference will be an ICMA University workshop, entitled "Guarding the Public Checkbook – 225 Tips." Topics include establishing an adequate fund balance level, finding hidden money, recognizing a financial crisis, identifying seven pitfalls to avoid when cutting budgets, learning when to say no to grants, monitoring the investment function, understanding how performance measures are misused, and assessing the risks involved in entrepreneurial ventures. Participants will receive a copy of *Local Government Dollars & Sense* at no additional cost (a \$35 value).

Wednesday will include golf, a cookout and a tour of a local winery. Thursday evening's entertainment will be 'Professor Krutz', who plays a musical saw, with piano accompaniment. Friday's program will include an update on HIPAA and how it applies to municipalities.

The registration deadline for the conference is May 28. Landmark Resort is holding a block of rooms for us until **May 11**. Room rates are:

- \$89 for a 1-bedroom woodside suite
- \$99 for a 1-bedroom waterside suite
- \$109 for a 2-bed, 1 bath woodside suite
- \$119 for a 2-bed, 1 bath waterside suite

Reservations may be made at the Landmark Resort by calling 1-800-273-7877. Be sure to ask for the Wisconsin City Managers Association block.

Please call as soon as possible to get a room. We look forward to seeing you there!!! 🐾

Governor Doyle Speaks at Winter Conference

Newly elected James Doyle was the first governor to speak at a WCMA Conference. He addressed the fiscal crisis the State was facing and stated that he preserved as much shared revenue for municipalities as possible. He recognized the good work that municipal government was doing and he understood the need to provide financial support for health, safety, and welfare costs at the local level. In return, he hoped that local government would not automatically raise property taxes to offset the loss of shared revenue. If that happens, he believed the legislature would impose levy limits on municipalities. He stated he would veto any levy limit bill passed by the legislature. 🐾



WCMA President Dennis Jordan introducing Governor James Doyle at March Conference

2003 ICMA Conference

This year's ICMA Conference will be held September 21-24 in Charlotte, North Carolina. ICMA will be mailing conference registration information to members in June. Lisa Kotter, who represents Wisconsin on the ICMA Conference Planning Committee, has arranged for the state dinner on Tuesday night of the conference at the Pine Room Restaurant. 🐾

2011 ICMA Conference

Representatives of ICMA visited Milwaukee on April 28 and 29 to inspect lodging, convention facilities and the amenities the city has to offer. Members of the WCMA Executive Board, the WCMA Executive Secretary and the Greater Milwaukee Convention & Visitors Bureau conducted the tours. The selection committee is to make a decision between Milwaukee and Kansas City in July with the site announcement at the September ICMA Conference. 📍

Statewide Voter Registration System

The Help America Vote Act of 2002 (HAVA) requires states to establish a single, uniform, computerized statewide voter registration list maintained and administered at the State level that contains the registration information of every registered voter in the State. This list serves as the single system for storing and managing the official list of registered voters throughout the State. The Wisconsin State Elections Board (SEB) is working with a consultant to prepare a report on development and implementation of a Statewide Voter Registration System (SVRS.) The report is to be delivered to the Legislature by May 15, 2003.

HAVA requires that all municipalities in the State register voters. Currently in Wisconsin, only municipalities with a population greater than 5,000 are required to have voter registration. All municipalities will be required to use the SVRS to maintain their respective voter registration records. Most municipalities without voter registration have no system in place at all. The SEB is developing enabling legislation that will allow municipalities to contract with counties or other municipalities to enter and maintain voter registration information into the state system.

The SEB recognizes that municipalities have limited resources and will strive to design a SVRS that minimizes the fiscal impact on local resources, while ensuring State compliance with HAVA requirements. Municipalities that currently have voter registration systems will no longer need to fund separate, stand-alone systems.

For more information on the Help America Vote Act of 2002 visit the State Elections Board web site at elections.state.wi.us or call the SEB office in Madison at 608-266-8005. 📍

Another GASB Requirement

While many communities have not even implemented GASB 34 yet, the Governmental Accounting Standards Board has published two new Exposure Drafts: "Accounting and Financial Reporting by Employers for Postemployment Benefits Other than Pensions" and "Financial Reporting for Postemployment Benefit Plans Other than Pension Plans."

Many government entities provide post-employment benefits, such as life insurance, health insurance, and other benefits, as a part of a compensation package. Most governments finance the cost of these benefits on a pay-as-you-go basis and the cost is not reported on financial statements until the expense is actually incurred (usually after the employee retires).

Under the changes proposed by GASB with these new rules, governments would:

1. Measure the cost of benefits and recognize post-employment expenses on an accrual basis of accounting **during the years of employment.**
2. Provide information about the actuarial accrued liabilities for promised benefits associated with past services and whether or to what extent those benefits have been funded.
3. Provide information useful in assessing potential demands on the governments' future cash flows.

If, for example, a government entity pays post-employment health insurance premiums, the government would have to recognize the estimated cost of that benefit during the employees' years of employment as a liability against the government.

While this GASB rule would not take effect until 2006 to 2008, depending on total revenues of the municipality, many governments have union contracts with post-employment benefits that extend out 2-3 years. To make changes in these benefits to avoid having to comply with this rule may take several contracts to negotiate these benefits away. Therefore, this matter is being brought to your attention now so you can start planning on how you will deal with this issue. More information on this exposure draft can be found at www.gasb.org. 📍

Bullet Proof Vest Program

The Justice Department's Office of Justice Programs (OJP) has announced the opening of the application period for the 2003 Bulletproof Vest Program. This year, \$25 million is available to law enforcement agencies across the country. Funds can be used to equip local law enforcement officers with bulletproof vests and will reimburse local officials for up to 50% of the cost of any approved vests purchased on or after March 1, 1999. This year, stab-resistant vests have been added to those covered. The application deadline is May 1. Information about the program and how to submit an application can be found at the OJP web site: www.vests.ojp.gov/overview. You may also call toll free (877) 758-3787 or (301) 595-4595 or send an e-mail to vests@ojp.gov.

Legislative Response Team (LRT)

At the March Professional Seminar in Middleton, the WCMA membership directed the Legislative Response Team to draft comments on the impact of levy limits on local governments. The LRT has developed a paper entitled "Observations from Local Government Administrators On Why Levy Limits are Bad Public Policy." A copy of that document is provided below for your review. The WCMA Executive Board welcomes your comments on this paper. Please send your comments before May 9, 2003, to the Executive Secretary at ehenschel@virchowkrause.com, or call Ed Henschel at 414-777-5382. The Executive Board will review the paper and WCMA membership comments at the May 9 Executive Board meeting.

Observations from Local Government Administrators On Why Levy Limits are Bad Public Policy

The Wisconsin City/County Management Association (WCMA) is an organization of professional managers and administrators from counties, cities, villages, and towns throughout the state. As professional administrators, we have concerns about a proposal to institute levy limits on local governments. WCMA's members offer the following observations for the benefit of elected officials who may be considering this important policy issue.

1. The State's problems should not be passed on to local governments.
 - The State created its own financial problems. Meanwhile, local governments exercised restraint during a period of no growth in state aid to local governments, while state expenditures soared.
2. Levy limits go against the basic principle of home rule for local government.
 - Each local government has its own priorities based on locally identified needs. Any intrusion by the state into these priorities undermines the authority of local officials to respond to the needs of their constituents.
 - State imposed levy limits interfere with local government operations.
 - Levy limits, coupled with a reduction in Shared Revenues, will directly result in the reduction of services and the layoff of staff at the local level.
3. Local governments are capable of effectively dealing with their own fiscal issues.
 - Now is not the time to restrict ability of local governments to develop innovative solutions to deal with their own fiscal issues.
 - With cuts proposed in Shared Revenue, the state has already restricted revenue growth. Local governments need to use their own resources to manage their own finances.
4. Levy limits create a disincentive to growth.
 - Development and growth occur in communities at the local level.
 - Because some growth, e.g. residential growth, generally costs more than the revenue generated, levy limits would require municipalities to absorb additional costs for growth.
 - Local governments need the ability to creatively invest in development and growth.
5. Local governments are most accountable to the electorate.
 - If a local tax levy or any tax is too high, voters have direct access to elected officials and can vote them out of office.
 - Levy is established annually at a public meeting, with the proposed levy and rate publicly noticed.

Summary: Allowing locally elected officials to determine their own local tax levy is the best long term solution to enable local governments to meet the needs of their communities.

From WCMA President Dennis Jordan

Gary Boden, Karen Matze and I attended the ICMA Midwest Regional Meeting that included representation from each state and three regional Vice Presidents and Barbara Moore of the ICMA. Needless to say, it was a bit volatile as we discussed what took place during the last election for a regional vice-president. There were two main issues discussed at the meeting. The first was revision of our eight-state agreement that would spell out what has to be done by a candidate (from a state whose turn it is to select a candidate) to get themselves on the ballot. It stresses having the petition signed and sent in, letters of support from all state presidents and letters of support from all other groups in the region (Hispanic, African American, assistants, etc). This passed on a vote of 7-1. I do not know what effect Michigan's no vote will have on the overall group. I believe their representative voted no at this time, but their membership will discuss this later.

The second item was to determine the status of the rotation agreement. This includes whether the rotation would just continue and Wisconsin loses its spot; whether Michigan and Wisconsin would basically trade their positions (we would have gotten their 2008 selection); or if Wisconsin gets to select someone at the next opportunity (everyone just slides laterally). Next year, it is an assistant choice, so we will get to select someone for 2005. This last choice was approved by a 5-3 vote. It certainly helped having our past President and our current Vice-Presidents there in support. I am also going to write letters to the Presidents of Iowa, Indiana, Missouri and Ohio for their support.

Additionally, it was announced that Missouri choose Kansas City over St. Louis to place a bid for the 2011 ICMA conference, because Kansas City owns a convention center and offered it to them free, saving ICMA about \$250,000. Hopefully, the neat things Milwaukee has done recently and the added attraction of Harley Davidson will carry us through. Hope to see everyone in Door County in June. 🍷

Members Comings And Goings

Barbara Blumenfield has left Greenfield to become the first Director of Administrative Services of the Village of **Menomonee Falls**.

Jeffrey Brudos, Administrator of the **Town of Shelby**, has joined WCMA as a full member.

Roxann Brue has been appointed Village Administrator of **Arlington**.

William Connors has been appointed City Administrator of **Evansville**

David DeAngelis has been appointed Acting Village Manager of **Elm Grove**.

Ed Emerson has left Hillsboro to become City Administrator of **St. Croix Falls**.

Randy Friday has been appointed Village Administrator of **Bellevue**.

Rita Goveronski has been appointed Village Administrator of **Spring Valley**.

Duane Hebert has been appointed Administrative Coordinator of **Barron County**.

Linda Kutchenriter has left her position in Ripon to become the City Administrator of **Omro**.

Jodie Olson has been promoted to City Administrator of **Berlin**.

Lori Rich has been appointed as Accounting Services Manager/Assistant to the City Administrator with the City of **Ripon**

Todd Schmidt has left his position in Brown Deer to become the City Administrator of **Milton**.

Jennifer Sheiffer has resigned her position as the **Pewaukee** Village Administrator.

Dale Soumis has been appointed Administrator of **Antigo**.

Congratulations and good luck to all who have recently been appointed to new positions. Remember, WCMA is a resource for you. Contact the Executive Secretary or other WCMA members if you need ideas on how to handle problems or how to implement new policies.

We apologize for any omissions. Please be sure to let us know of changes in employment, so we can update our records. 🍷

MASPA Beach Closing Conference

The Milwaukee Chapter of the American Society of Public Administrators (MASPA) is hosting a beach closing conference in Milwaukee on May 8. Numerous beaches along Lake Michigan have been closed to swimming for days at a time in recent years due to pollution. Speakers from the Wisconsin and Illinois Department of Natural Resources, the Mayor of Milwaukee and representatives of the EPA will be speaking at this conference. For further information contact Steven Kreklow at skreklow@hotmail.com. 🖨

Thanks, Todd; Welcome, Patrick

WCMA member Todd Schmidt recently began a new position as City Administrator in Milton. He was previously the Assistant Village Manager in Brown Deer, and is Past President of the Wisconsin Association of Municipal and County Assistant Managers (WAMCAM). He also has maintained the WCMA and WAMCAM web sites for the last year or so. With his additional duties in Milton, Todd will no longer serve as webmaster for the WCMA web site. The maintenance and updating of the web site will now be handled by Patrick Boyle, Management Assistant in Whitefish Bay.

WCMA would like to take this opportunity to thank Todd for all his hard work on the site, and also extend its thanks to Patrick for taking on responsibility of the site. 🖨

Position Announcements**Pewaukee (pop. 8,275)**

Village Administrator. Salary DOQ + excellent benefits. Reports to 7-member board. \$5.2 M budget; 47 FTEs. This beautiful community on Pewaukee Lake is seeking an administrator with a strong background in finance, budgeting, personnel management and intergovernmental relations. Require bachelor's degree, prefer master's degree, in public administration or related field, and at least 5 years of increasingly responsible municipal experience. Send resume and references to Ed Henschel, Virchow Krause & Co., 115 S. 84th St., Suite 400, Milwaukee, WI 53214; or send information via e-mail to ehenschel@virchowkrause.com. Applicant names subject to public release by state law unless confidentiality requested. Confidentiality cannot be guaranteed for finalists.

Position Announcements**Eagle River (pop. 1,481)**

Administrator / Utility Manager – Knowledge and experience in budget preparation, financial planning, personnel management, economic development required. Utility manager must have same skills and experience in operation and management of electric and water systems and wastewater treatment plant. Req. bachelor's in engineering, accounting, business admin. or related field or equiv. combination of education and experience. Competitive salary DOQ + benefits. Send resume, salary history and reference to: City Clerk, 525 E. Maple, PO Box 1269, Eagle River, WI 54521.

Platteville (pop. 10,100)

City Manager – Salary \$60K to \$65K + Benefits, DOQ. 7-member council. \$12.7M budget; 84 FT employees. Progressive, growing community in southwestern Wisconsin. Bachelor's degree, prefer master's in public admin./related field and 5 years municipal admin. experience. Desire a strong background in budgeting/finance, grant writing, personnel, TIF/redevelopment financing, community and economic development, public relations and long range planning. Send resume, salary history and references to Public Administration Associates, P.O. Box 282, Oshkosh, WI 54903, by May 15, 2003, or e-mail paassoc@northnet.net. Applicant names subject to public release by state law unless confidentiality requested. Confidentiality cannot be guaranteed for finalists. Visit platteville.wi.us.

La Crosse County (107,663 pop.)

Administrator – Seeking experienced public admin. professional with significant progressive exp. in local gov. admin. 1300+ FT emp., \$130M budget, 30 depts., progressive/conservative county government organization. Appointed by Co. Board under the supervision of the Co. Board and its Executive Committee. Min. Bachelor's degree required; MPA or related degree preferred. 5 years gen. admin. exp., w/ emph. in financial/budget admin., long-range planning, large project coordination, and personnel/labor relations in unionized environment required. Salary negotiable DOQ. La Crosse County residency required within 1 year. Apply to La Crosse County Board Chair Office (608-785-9563), Administrative Center, Room 1150, 400 4th St N, La Crosse, WI 54601 or request packet at hrdept@co.la-crosse.wi.us. Filing deadline is June 9, 2003. 🖨

Contract Management

Whether it's a sewer system that leaks like a sieve, a digester that needs to be updated to meet environmental regulations, or a treatment plant not working up to potential, one cost effective solution may be to utilize private contract management of a facility. Contract management can be conducted in three ways:

- Full contract operations
- Management only
- As-needed services.

Under contract management operations, a private firm assumes all responsibilities for the operation, maintenance and management of a facility such as a sewage treatment plant. With management only the private firm provides management staff to direct the client's labor force. Still other clients may opt for "as-needed" services which range from maintenance to operations to specialty programs especially suited to a utility's needs.

Additional as-needed services can include instrumentation maintenance and control, electrical, computerized systems, high voltage systems and mechanical. In all cases, the management firm's accounts ledger for that client should always be available to the utility for their review so they can be confident in knowing how their operation and maintenance dollars are being spent wisely.

In the small community of Bear Creek, Wisconsin, the local treatment plant was having troubles meeting government standards, despite the fact that they had a brand new facility in operation. Betty Miller, a village trustee, was instrumental in bringing a contract management firm on board to help the community out of its dilemma. They started looking around to see what was the most cost-effective way to solve their problem and meet government standards and training requirements. Bear Creek explored hiring an outside contractor and talked to neighboring communities that also looked into contract operations.

The Village hired a contract management firm to take over the operation. They have been very pleased with the outcome and have been able to consistently meet or exceed DNR requirements.

The village kept its operations topnotch while keeping costs under control.

In 1987, the Neenah-Menasha sewage treatment plant was completed, but despite being state-of-the-art, there were operational problems and the Wisconsin Department of Natural Resources considered censuring the operation. A contract manager was brought in as operator and turned the process around. The plant then became an exemplary operation winning kudos from the same DNR that earlier considered punishment for violations.

Since it's a business oriented structure, issues are handled in a practical rather than political manner. Also, individuals are rewarded based on performance and that makes it easier to motivate them. This kind of an agreement can be very cost effective for a utility.

It can be a win-win for everyone involved.

(This article about contract management is an excerpt from an article from the McMahon Group. Contact: Jim Flasch at 920-735-9599 or via e-mail, jimbo8@juno.com) 🖨

Brownfield Development Seminar

The Milwaukee Economic Development Corporation has successfully recruited The International Economic Development Council to Milwaukee for a workshop on brownfield redevelopment. You are invited to join us on July 17-18, 2003 for the workshop and tours of successfully redeveloped sites.

More information will be available from WCMA in the near future. Topics being discussed are the link between Brownfields and Economic Development, Brownfields Liability; Assessment, Contamination and Cleanup; Emerging Brownfields Developers; Fostering Community Partnerships; and Brownfields Funding Sources.


Register before June 6th for the low price of \$100! Registration includes the two-day workshop, a brownfields redevelopment resource manual and a site tour of local brownfields redevelopment efforts.

E-mail mtheus@mkedcd.org for more information. 🖨

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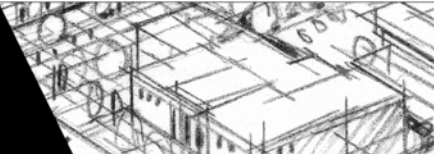
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WCMA Roster

The WCMA Roster has been separated from the salary survey. It also has a new format with members listed by their last name as well as by their municipality. Corporate advertising has helped to offset the cost of printing the new roster. There are 185 paid members in the Association. Paid members are noted in the Roster with an asterisk. If you are aware of an administrator who is not a member, call him/her and encourage them to join. Membership forms can be downloaded from the website at www.wcma-wi.org.

Membership rosters were distributed at the winter conference and mailed to those who did not attend. If you did not receive a copy, please contact Ray Ellingen at 414-777-5314. 🖨

ICMA VP Position Open

ICMA is soliciting nominations for ICMA Vice President to serve on the Executive Board. This year the VP position from the Midwest must be an assistant manager (non-CEO). The deadline for letters of interest and petitions is July 11th with interviews with the Nominating Committee held at the ICMA conference in Charlotte in September. If you are an ICMA member, serve as an assistant manager/administrator and are interested in serving on the ICMA Executive Board, please let Dennis Jordan know as soon as possible.

For further information about the process for becoming an ICMA VP as well as the time commitment for this position, go to www.icma.org and go to Executive Board Activities. 🖨

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