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Administrative Services Committee Agenda

DATE: Tuesday, May 11, 2021
TIME: 8:30 AM
PLACE: Room 025, Calumet County Courthouse

Page

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF AGENDA

4. APPROVAL OF MINUTES

April 13, 2021 Meeting

3 - 7

4.1. [20210413 Administrative Services Committee - Minutes - Pdf](#)

5. COMMUNICATIONS

6. PUBLIC PARTICIPATION

7. SUPERVISOR REPORTS

8. SPECIAL BUSINESS

- 8.1. Discuss 2021 Bonding Program
[Presentation Administrative Services Committee May 11, 2021](#)
- 8.2. Discuss Facilities Study

9. DEPARTMENTAL REPORTS

9.1. DEPARTMENT OF ADMINISTRATION

- Discuss 2021 Strategic Plan
- Update and proposed timeline for the American Rescue Plan Act Funds
- Building Projects update
- Hiring update

9.2. FINANCE DEPARTMENT

- Review April Investment Report

9.3. COUNTY TREASURER

- Update on the 2017 tax foreclosure process
- Update on county owned property acquired through tax foreclosure process (N3503 Hwy. 55)

10. NEXT REGULAR MEETING DATE

June 8, 2021 at 8:30 AM

11. ADJOURNMENT

So as not to disturb the meeting, all cell phones must be placed on vibrate, and all calls taken outside the meeting room.

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the County Clerk's Office at (920) 849-1458 at least twenty four (24) hours before the scheduled meeting time so appropriate arrangements can be made.

This is a public meeting. As such, all members or a majority of the members of the County Board may be in attendance. While a majority of the County Board members, or the majority of any given County Board Committee, may be present only the above committee will take official action based on the agenda.



**Administrative Services Committee Meeting
Minutes**

Tuesday, April 13, 2021

The Administrative Services Committee of Calumet County was called to order on Tuesday, April 13, 2021, at 8:30 AM, in Room 025, Calumet County Courthouse.

1 ROLL CALL

Committee Members present: Chair Merlin Gentz, Supervisors Bill Barribeau, Ronald Dietrich, Hope Karth, Mary Schwalenberg, Pete Stier and Tom Stoffel.

Staff and others present: IT Director John Anderson; County Board Chair Alice Connors; County Clerk Beth Hauser; Facilities Director Adam Hernke; Community Economic Development Director Mary Kohrell; Business Systems Analyst and Communications Manager Matt Payette; County Administrator Todd Romenesko; County Treasurer Mike Schlaak; Corporation Counsel Kimberly Tenerelli; Sheriff Mark Wiegert; and Human Resources Director Michelle Wright.

2 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3 APPROVAL OF AGENDA

Moved by Supervisor Barribeau and seconded by Supervisor Schwalenberg to approve the agenda as presented. Motion carried unanimously.

4 APPROVAL OF MINUTES OF FEB 9, 2021 MEETING

Moved by Supervisor Stier and seconded by Supervisor Stoffel to approve the Minutes of the February 9, 2021 meeting as presented. Motion carried unanimously.

5 SUPERVISOR REPORTS

- Supervisor Dietrich reported on: 1) Health & Human Services meeting - returned \$1.3 million to general fund and 2) issue surrounding insurance for theft of house titles.

6 DEPARTMENTAL REPORTS

a) DEPARTMENT OF ADMINISTRATION

- **Update on the audit firm of Baker Tilly** (letter presented at February CB meeting attached for reference) - 2020 Highway year end was completed by CliftonLarsenAllen on behalf of the county. Baker Tilly will perform the 2021 audit.
- **Discuss the American Rescue Plan Act** - Matt Payette updated the Committee on the 600-page document that was signed by President Biden on March 11. The Act is a \$1.9 trillion package which allocates \$195 billion for states and \$65.1 billion for counties, which results in Calumet County receiving \$9.7 million, which can be used to aid impacted industries, economic impacts, provide premium pay to essential workers responding to the pandemic, replace lost revenues due to the pandemic, make investments in water, sewer and broadband structure. Priorities will be formulated

for using the funds and will be brought back to the Committee for discussion. There are still many unanswered questions about eligible expenditures vs. ineligible expenditures.

- **Discuss Administration 2021 Strategic Initiatives** - general discussion
- **Review and approve position description of Behavioral Health Crisis Supervisor in the Department of Health and Human Services** - moved by Supervisor Stier and seconded by Supervisor Dietrich to approve the position description as presented. Motion carried unanimously.
- **Review and approve Resolution Eliminating One (1.0) Full-time Equivalent (FTE) Position of Children, Youth and Families Division Manager in the Department of Health and Human Services and replacing said position with One (1.0) FTE Behavioral Health Crisis Supervisor Position effective upon adoption** - moved by Supervisor Dietrich and seconded by Supervisor Stier to approve the resolution and to forward it to the full County Board at its April meeting for adoption. Motion carried unanimously.
- **Building Projects update** - see attached report
- **Hiring Update** - see attached report

[April 2021 construction update](#)

[Hiring Updates](#)

b) FINANCE DEPARTMENT

- **Review Investment Report(s)** - January, February and revised March reports were reviewed by the Committee

c) ECONOMIC DEVELOPMENT

- **Review and approval of Resolution amending the 2021 Budget for the implementation of the CDBG CV Microenterprise Grant.** Moved by Supervisor Dietrich and seconded by Supervisor Stoffel to approve the resolution and to forward it to the full County Board at its April meeting for adoption. Motion carried unanimously.

d) INFORMATION TECHNOLOGY

John Anderson, Information Technology Director, updated the Committee on the following items:

- **New Desktop Support Specialist** - Justin Enderby from Oconto County started March 29.
- **Datacenter Migration Update** - as part of jail project, data center is being moved to the basement of the courthouse.
- **Law Enforcement Center Project Updates:**
 - WIFI Network - supplies are here and should be installed in next couple of weeks
 - Security Electronics Network - equipment is available and will be installed and tested by beginning of July
- **Courthouse Updates:**
 - WIFI Network - all new wi-fi network being used
 - 2021 Computer Rollout - 33% completed

e) COUNTY TREASURER

- **Update on 2017 tax foreclosures** - title searches should be completed soon. 11 properties left to be redeemed.
- **Update on property previously acquired through tax foreclosure (N3503 Hwy 55)** - general discussion regarding status of project.
- **Legislative Updates:**

Mike updated the Committee on the following legislative efforts related to County Treasurers:

- Personal Property Elimination (SB 189)
 - Property Tax Relief (AB 232)

7 NEXT REGULAR MEETING DATE

May 11, 2021 at 8:30 AM

8 ADJOURNMENT

Chair Gentz adjourned the meeting at 10:12 AM.

Beth A. Hauser,
Recording Secretary

April construction update

Jail construction

- Terrazzo lobby floor is finished.
- Cabinetry is being installed.
- 20% of detention frames have been painted.
- Security ceiling is being installed.
- Electrical switches, receptacles and lighting are being installed.
- Plumbing fixtures are being installed.
- Clerk of Courts area the opening for the connecting hallway have been demoed.

Court House projects

- Sewer project, we have been working with the city of Chilton on our sewer project. We teamed up to make one big project. City is responsible for Court street and the county is responsible for the Court House property.
- 1912 switch gear replacement. The switch gear in the 1912 basement is from the early 70's. We are currently working with an engineer on a replacement project. Looking to have it completed by early fall.
- 1912 boiler addition. We are working with engineers to add an additional boiler to give a back up for the current single boiler system in the 1912 part of the building.

MINUTES ITEM #a)

Hiring Updates

Sourcing/Accepting Applications (Open until filled, unless noted):

Full-time/Part-time:

Correctional Officer (Female)
Correctional Officer (Male)
Finance Director
Financial Manager – 4/21/21
HHC/Hospice RN
Human Services Professional (Child Welfare Unit) – 4/16/21
Human Services Professional (Family Services Unit) – 4/16/21
WIC/Nutrition Coordinator (PT)

Casual/Limited-term:

Correctional Officer (Male) (Casual)
Psychiatric Nurse (Casual)

Seasonal:

3rd Shift Ranger (Seasonal)
Concessions Worker (Seasonal)
Ranger/Maintenance Worker (Seasonal)
Seasonal Summer Help (Highway)

Hired:

Full-time/Part-time:

Correctional Officer (Male) –4/11/21 – (Internal)
Desktop Support Specialist – 3/29/21
Highway Maintenance Worker – 3/29/21
Human Services Professional (Child Welfare Unit) – 4/12/21
Jail Sergeant (Internal Only) – 5/23/21

Casual:

Concessions Worker (Seasonal) – 4/10/21 – 5 candidates
Community Nurse – Vaccinator (PT – LTE) 3/23/21– 2 candidates



WISCONSIN PUBLIC FINANCE PROFESSIONALS, LLC
1025 SOUTH MOORLAND ROAD, SUITE 504
BROOKFIELD, WI 53005
414-434-9644
FAX: 414-226-2014

CALUMET COUNTY, WISCONSIN
PRESENTATION TO
ADMINISTRATIVE SERVICES COMMITTEE
BONDING PROGRAM FOR
\$35 MILLION JAIL FACILITY AND COURTHOUSE RENOVATION
GENERAL OBLIGATION COUNTY BUILDING BONDS

DATED: MAY 11, 2021

PREPARED BY: _____
CAROL ANN WIRTH, PRESIDENT

Calumet County Bonding Program

- **Analyze Potential Tax Impact of Existing Debt and \$35 Million County Building Bond Issues**

Existing Debt – 6 Outstanding Issues:

<u>Principal Balance</u>	<u>Interest Rates</u>	<u>Final Maturity</u>
2014 G.O. Notes – \$ 1,325,000	2.10 – 2.30%	12/01/2023
2015 G.O. Notes – \$ 3,480,000	2.00%	12/01/2025
2016 G.O. Notes – \$ 3,760,000	2.00%	12/01/2025
2018 G.O. Notes – \$ 2,745,000	3.00 – 3.50%	12/01/2027
2019 G.O. Bonds - \$16,475,000*	2.00 – 3.00%	12/01/2038
2020 G.O. Bonds - \$15,000,000*	1.25% - 2.00%	12/01/2039

*Phase I and II of \$35 Million County Building Bonds

- **Tax Base Growth Assumptions**

Actual 2020 Equalized Valuation used for 2021 Budget Year - \$4,365,853,302

3% Growth Until 2024 – Flat Thereafter

- **\$35 Million County Building Bonds**

Project Timeline – September 2019 through Summer 2021

Three Phase Financing Plan – Long-Term Bonds – Final Maturity 12/01/2039

\$17 Million in September, 2019 – Actual TIC 2.24% (Non-Bank Qualified)

\$15 Million in September, 2020 – Actual TIC 1.69% (Non-Bank Qualified)

\$ 3 Million in June, 2021 – Est. @ 1.60% (Bank Qualified)

- **County Board’s Authority to Borrow**

Initial Resolution 2019-08 Adopted by County Board on May 21, 2019

Approved unanimously by County Board members present (20)

Authority is in effect for five years from date of approval

The Award Resolution for the \$3 Million Bonds, locking in final interest rates, will require a majority vote of members present on June 15, 2021

- **Levy Limits** - Do not apply to debt service on general obligation debt authorized after July 1, 2005

Levy Limits do apply to operating costs associated with new & existing facilities

Summary of \$35 Million Three-Phase Financing Plan

Three Phase - \$35 Million County Bldg Bonds Debt Service - Combined With Existing Debt Service

Calendar Year	Existing D/S Excluding \$35 Million Project	\$17 Million Actual 2019 Bonds Principal	\$17 Million Actual 2019 Bonds Interest	\$15 Million Actual 2020 Bonds Principal	\$15 Million Actual 2020 Bonds Interest	\$3 Million Estimated 2021 Bonds Principal	\$3 Million Estimated 2021 Bonds Interest	Total All Est. Debt Service
2019	2,661,978.00	-	-	-	-	-	-	2,661,978.00
2020	2,654,895.00	525,000.00	533,208.54	-	-	-	-	3,713,103.54
2021	2,422,950.00	-	423,787.50	-	309,459.35	-	-	3,156,196.85
2022	2,413,850.00	-	423,787.50	-	263,993.76	-	73,100.00	3,174,731.26
2023	2,411,000.00	-	423,787.50	-	263,993.76	-	51,600.00	3,150,381.26
2024	1,961,150.00	200,000.00	423,787.50	-	263,993.76	100,000.00	51,600.00	3,000,531.26
2025	1,960,300.00	200,000.00	419,787.50	-	263,993.76	100,000.00	49,600.00	2,993,681.26
2026	498,500.00	630,000.00	415,787.50	820,000.00	263,993.76	200,000.00	47,600.00	2,875,881.26
2027	494,400.00	650,000.00	403,187.50	840,000.00	247,593.76	200,000.00	43,600.00	2,878,781.26
2028	-	1,180,000.00	390,187.50	845,000.00	230,793.76	200,000.00	39,600.00	2,885,581.26
2029	-	1,225,000.00	354,787.50	860,000.00	213,893.76	200,000.00	35,600.00	2,889,281.26
2030	-	1,250,000.00	318,037.50	890,000.00	196,693.76	200,000.00	31,600.00	2,886,331.26
2031	-	1,300,000.00	280,537.50	910,000.00	178,893.76	200,000.00	27,600.00	2,897,031.26
2032	-	1,325,000.00	241,537.50	940,000.00	167,518.76	200,000.00	25,100.00	2,899,156.26
2033	-	1,375,000.00	201,787.50	950,000.00	154,593.76	200,000.00	22,500.00	2,903,881.26
2034	-	1,415,000.00	160,537.50	970,000.00	140,343.76	200,000.00	19,800.00	2,905,681.26
2035	-	1,450,000.00	130,468.76	985,000.00	125,793.76	200,000.00	17,000.00	2,908,262.52
2036	-	1,500,000.00	99,656.26	985,000.00	109,787.50	200,000.00	14,000.00	2,908,443.76
2037	-	1,500,000.00	65,906.26	1,035,000.00	92,550.00	200,000.00	10,800.00	2,904,256.26
2038	-	1,275,000.00	30,281.26	1,320,000.00	74,437.50	200,000.00	7,400.00	2,907,118.76
2039	-	-	-	2,650,000.00	49,687.50	200,000.00	3,800.00	2,903,487.50
2040	-	-	-	-	-	-	-	-
-	\$17,479,023.00	\$17,000,000.00	\$5,740,846.08	\$15,000,000.00	\$3,612,009.49	\$3,000,000.00	\$571,900.00	\$62,403,778.57
			TIC 2.74%		TIC 1.69%		Est. TIC 1.6%	

\$35 Million Financing Plan Estimated Tax Impact Combined with Existing Debt – 2021 (Includes 2019 and 2020 Actual and 2021 Estimated Debt Service)

Budget	Projected Equalized Valuations (TID OUT)	\$35 Million - 3 Phase Estimated Debt Service	Estimated Offsets		Estimated Mill Rate	Combined With Existing Actual Debt Service	Combined Estimated Mill Rate
Year			Premium	Est. Investment Earnings			
2019	3,900,630,100				0.000	2,661,978	0.682
2020	4,137,820,401	1,058,209	533,208		0.127	3,179,896	0.768
2021	4,365,853,302	733,247	50,387 *		0.156	3,105,810	0.711
2022	4,496,828,901	760,881	109,292 **		0.145	3,065,439	0.682
2023	4,631,733,768	739,381			0.160	3,150,381	0.680
2024	4,770,685,781	1,039,381			0.218	3,000,531	0.629
2025	4,770,685,781	1,033,381			0.217	2,993,681	0.628
2026	4,770,685,781	2,377,381			0.498	2,875,881	0.603
2027	4,770,685,781	2,384,381			0.500	2,878,781	0.603
2028	4,770,685,781	2,885,581			0.605	2,885,581	0.605
2029	4,770,685,781	2,889,281			0.606	2,889,281	0.606
2030	4,770,685,781	2,886,331			0.605	2,886,331	0.605
2031	4,770,685,781	2,897,031			0.607	2,897,031	0.607
2032	4,770,685,781	2,899,156			0.608	2,899,156	0.608
2033	4,770,685,781	2,903,881			0.609	2,903,881	0.609
2034	4,770,685,781	2,905,681			0.609	2,905,681	0.609
2035	4,770,685,781	2,908,262			0.610	2,908,262	0.610
2036	4,770,685,781	2,908,444			0.610	2,908,444	0.610
2037	4,770,685,781	2,904,256			0.609	2,904,256	0.609
2038	4,770,685,781	2,907,119			0.609	2,907,119	0.609
2039	4,770,685,781	2,903,488			0.609	2,903,488	0.609
2040	4,770,685,781	0			0.000	0	0.000
Total		44,924,753	-692,887	0		61,710,889	
	* \$50,387 of excess premium from 2019 Issuance applied to 2021 Offset						
	** \$109,292 of excess premium from 2020 Issuance applied to 2022 Offset						

\$35 Million Financing Plan Estimated Tax Impact Combined with Existing Debt – 2019*

Budget Year	Projected Equalized Valuations (TID OUT)	\$35 Million - 3 Phase Estimated Debt Service	Estimated Offsets		Estimated Mill Rate	Combined With Existing Actual Debt Service	Combined Estimated Mill Rate
			Premium	Investment Earnings @ 2.5%			
2019	3,900,630,100				0.000	2,661,978	0.682
2020	4,017,649,003	926,167	500,000		0.106	3,081,062	0.767
2021	4,138,178,473	1,171,417	300,000	120,000	0.182	3,174,367	0.767
2022	4,262,323,827	1,106,000	300,000		0.189	3,219,850	0.755
2023	4,390,193,542	1,106,000		150,000	0.218	3,367,000	0.767
2024	4,390,193,542	1,306,000			0.297	3,267,150	0.744
2025	4,390,193,542	1,300,000			0.296	3,260,300	0.743
2026	4,390,193,542	2,504,000			0.570	3,002,500	0.684
2027	4,390,193,542	2,504,000			0.570	2,998,400	0.683
2028	4,390,193,542	3,002,575			0.684	3,002,575	0.684
2029	4,390,193,542	2,999,750			0.683	2,999,750	0.683
2030	4,390,193,542	2,995,100			0.682	2,995,100	0.682
2031	4,390,193,542	2,998,512			0.683	2,998,512	0.683
2032	4,390,193,542	2,994,775			0.682	2,994,775	0.682
2033	4,390,193,542	2,993,963			0.682	2,993,963	0.682
2034	4,390,193,542	2,986,000			0.680	2,986,000	0.680
2035	4,390,193,542	2,990,987			0.681	2,990,987	0.681
2036	4,390,193,542	3,008,438			0.685	3,008,438	0.685
2037	4,390,193,542	2,997,887			0.683	2,997,887	0.683
2038	4,390,193,542	2,999,950			0.683	2,999,950	0.683
2039	4,390,193,542	2,999,200			0.683	2,999,200	0.683
2040	4,390,193,542	3,001,500			0.684	3,001,500	0.684
Total		50,892,221	-1,100,000	-270,000		67,001,244	

*As Presented July 9, 2019

Phase 3 - \$3 Million General Obligation County Building Bonds - 2021

County Prepares to Access the Municipal Bond Market

Review and approve amortization schedule

Prepare Official Statement - SEC required disclosure document

Bond rating application - S&P Global Ratings (AA+ assigned in 2015, reaffirmed in 2020)

\$3,000,000 General Obligation County Building Bonds 2021 Estimated Sources & Uses

Dated 07/01/2021 | Delivered 07/01/2021

Sources Of Funds

2021 G.O. County Building Bonds	\$3,000,000.00
Estimated Reoffering Premium	96,250.00
Total Sources	\$3,096,250.00

Uses Of Funds

Estimated Expenses of Issuance Paid by Underwriter	74,875.00
Deposit to Project Construction Fund	3,000,000.00
Excess Premium Deposited to Debt Service (Est.)	21,375.00
Total Uses	\$3,096,250.00

\$3,000,000 General Obligation County Building Bonds 2021 Est. Debt Service

Calendar Year	Principal (12/01)	Rates	Estimated Interest	Cal Yr Est. Debt Service
2021	-	-	-	-
2022	-	-	73,100.00	73,100.00
2023	-	-	51,600.00	51,600.00
2024	100,000.00	2.000%	51,600.00	151,600.00
2025	100,000.00	2.000%	49,600.00	149,600.00
2026	200,000.00	2.000%	47,600.00	247,600.00
2027	200,000.00	2.000%	43,600.00	243,600.00
2028	200,000.00	2.000%	39,600.00	239,600.00
2029	200,000.00	2.000%	35,600.00	235,600.00
2030	200,000.00	2.000%	31,600.00	231,600.00
2031	200,000.00	1.250%	27,600.00	227,600.00
2032	200,000.00	1.300%	25,100.00	225,100.00
2033	200,000.00	1.350%	22,500.00	222,500.00
2034	200,000.00	1.400%	19,800.00	219,800.00
2035	200,000.00	1.500%	17,000.00	217,000.00
2036	200,000.00	1.600%	14,000.00	214,000.00
2037	200,000.00	1.700%	10,800.00	210,800.00
2038	200,000.00	1.800%	7,400.00	207,400.00
2039	200,000.00	1.900%	3,800.00	203,800.00
-	\$3,000,000.00	TIC 1.60%	\$571,900.00	\$3,571,900.00

\$3,000,000 G.O County Bldg Bonds Preliminary Pricing - Market Week of April 19, 2021

Maturity	Type of Bond	Coupon	Yield	Maturity Value	Price	Dollar Price
12/01/2024	Serial Coupon	2.000%	0.320%	100,000.00	105.704%	105,704.00
12/01/2025	Serial Coupon	2.000%	0.420%	100,000.00	106.906%	106,906.00
12/01/2026	Serial Coupon	2.000%	0.570%	200,000.00	107.616%	215,232.00
12/01/2027	Serial Coupon	2.000%	0.670%	200,000.00	108.339%	216,678.00
12/01/2028	Serial Coupon	2.000%	0.820%	200,000.00	108.473%	216,946.00
12/01/2029	Serial Coupon	2.000%	0.900%	200,000.00	108.896%	217,792.00
12/01/2030	Serial Coupon	2.000%	1.050%	200,000.00	108.496%	216,992.00
12/01/2031	Serial Coupon	1.250%	1.250%	200,000.00	100.000%	200,000.00
12/01/2032	Serial Coupon	1.300%	1.300%	200,000.00	100.000%	200,000.00
12/01/2033	Serial Coupon	1.350%	1.350%	200,000.00	100.000%	200,000.00
12/01/2034	Serial Coupon	1.400%	1.400%	200,000.00	100.000%	200,000.00
12/01/2035	Serial Coupon	1.500%	1.500%	200,000.00	100.000%	200,000.00
12/01/2036	Serial Coupon	1.600%	1.600%	200,000.00	100.000%	200,000.00
12/01/2037	Serial Coupon	1.700%	1.700%	200,000.00	100.000%	200,000.00
12/01/2038	Serial Coupon	1.800%	1.800%	200,000.00	100.000%	200,000.00
12/01/2039	Serial Coupon	1.900%	1.900%	200,000.00	100.000%	200,000.00
Total	-	-	-	\$3,000,000.00	-	\$3,096,250.00
Par Amount of Bonds						\$3,000,000.00
Reoffering Premium or (Discount)						96,250.00
Gross Production						\$3,096,250.00
Total Est. Expenses Paid by Underwriter						\$(74,875.00)
Total Purchase Price						\$3,021,375.00
True Interest Cost (TIC)						1.6060386%

Method of Sale

Wisconsin Law requires General Obligation Bonds to be sold at Public Sale

Public Sale – County Advertises for Underwriter Nation-wide – to Submit Bid on Specific Date and Time

Underwriter's Bid Dependent Upon:

- Market Conditions on Day of Bid

- Number of Issues Underwriter Will Bid on (Bidding Calendar) or Purchase That Day

- Underwriting Cost Locked in on the Day of Sale

- Underwriter Submits Bid on Bid Form per Bidding Parameters in "Official Notice of Sale"

- Market Conditions are Monitored by Municipal Advisor Throughout Borrowing Timeline

- Local Banks Participate Through Their Broker/Dealer Relationships

- County Has Flexibility to Change Maturity Amounts with Approval of Successful Bidder on Sale Date

Municipal Advisor (Wisconsin Public Finance Professionals, LLC) receives bids on behalf of County and verifies bids for compliance with Official Notice of Sale. Successful bidder is required to wire County a 2% good faith deposit on the day bids are received.

Timeline for \$3 Million General Obligation County Building Bonds - 2021

May 11	Presentation to Administrative Committee - Motion to Proceed
	Coordinate Financing Team - Municipal Advisor, Bond Counsel, Rating Agency
	Prepare for Market Entry - Official Statement / S&P Rating Presentation
May 26	Official Statement Completed
June 2 - 3	S&P Global Rating Call
June 9	Rating and Report Released
June 15 A.M.	Receive and Verify Bids from Underwriters
June 15 P.M.	County Board Adopts Final Award Resolution (Requires Majority Vote of Members Present) Locks in Interest Rates and Tax Levy
July 1	Closing – Delivery of Funds