

Waukesha County Board of Supervisors

**Minutes of the Joint Meeting of
Finance Committee and Land Use, Parks & Environment Committee
Tuesday, October 10, 2023**

Chair Heinrich called the joint meeting of the Finance Committee and Land Use, Parks & Environment Committee meeting to order at 8:30 a.m.

Land Use, Parks & Environment Committee Members Present: Supervisors Tyler Foti (Chair), Jennifer Grant, Christine Howard, Brian Meier, Chris Mommaerts and Gary Szpara. **Absent:** Robert Kolb

Finance Committee Members Present: Supervisors Jim Heinrich (Chair), Larry Bangs, James Batzko, Darryl Enriquez, Joel Gaughan, Richard Morris and Gary Szpara

Also Present: Legislative Policy Advisor Sarah Fraley, Chief of Staff Sarah Spaeth, Administrative Specialist Barbara Hollander, Register of Deeds Jim Behrend, Deputy Register of Deeds Beth Zimmerman, Senior Financial Analyst Robert Dunn, Parks and Land Use Director Dale Shaver, Business Manager Steve Trimborn, Park System Manager Steve Brunner, Senior Landscape Architect Stephen Siodlarz, Budget Manager Bill Duckwitz, Supervisor Darlene Johnson, Senior Financial Analyst Clara Daniels.

Discuss and Consider the 2024 Operating Budget for the Register of Deeds

Behrend and Zimmerman discussed the proposed 2024 operating budget for the Register of Deeds as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, program highlights, and activities. In all areas the revenue from charges for services is decreasing. This is due to multiple factors including; less real estate transactions, therefore a reduction in the Real Estate transfer fees, reduction of copying fees as they want people to virtually view documents and a slowdown in requests for vital records documents because the influx of people applying for their Real ID has decreased. The County tax levy line item shows a credit of \$2,142,629 – a decrease of \$491,219. The number of full-time equivalent positions is 16.03 – a .07 reduction from 2023. No major concerns were voiced.

MOTION of Finance Committee: Morris moved, second by Szpara to tentatively approve the 2024 operating budget for the Register of Deeds Office. Motion carried 7-0

MOTION of Land Use, Parks & Environment Committee: Grant moved, second by Meier to approve the 2024 operating budget for the Register of Deeds Office. Motion carried 6-0

Discuss and Consider the 2024 Operating Budget for the Department of Parks and Land Use
Shaver and Trimborn discussed the proposed 2024 operating budget for the Parks and Land Use Department as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, program highlights, and activities. The County tax levy totals \$7,580,773

– an increase of \$246,012 or 3.4%. The number of full-time equivalent positions is 123.40 – a 2.35 reduction from 2023.

Grant referenced the table on page 295 that showed the CBDG objective to address the consolidated plan compliance. She asked what happened in 2021 that the percentage is 58.16%. Shaver said he will find out and report back to committee.

The Committee discussed the GROW Fund at length. Heinrich voiced his concern with an additional \$4.5 million being allocated to the GROW fund, when the Board has not received a report regarding how the initial \$4.5 million was used. Shaver explained that the creation of the GROW fund was to make the county competitive from an economic development standpoint, and the initial \$4.5 million contribution was to get things started. Shaver reported that as of today, there are 13 outstanding loans for businesses and the money was used mostly for expansion. The loan money from the county has been leveraged over four times, so \$4 million has generated a capital infusion of about \$17 million from other funding sources. He has another Fund Committee meeting coming up and he will probably hear that all the funds that were committed by the County and by the banks are now leveraged out. They thought it was wise decision for the county to make the second and final investment into that fund taking it up to \$9 million, which when used will generate enough interest to allow the County to start declining the annual budget contribution for the operation of the entity. Spaeth added that the annual report on the GROW fund requested last year by the Finance Committee is scheduled to be presented annually in January.

Heinrich had a concern with the \$250,000 budgeted for the Waukesha County Economic Development organization as it was supposed to gradually decrease over the years. He wanted to know what they have been doing, and how they have been working to generate their own revenue. Shaver said they have expanded the number of communities that have contributed money, there are ongoing discussions regarding inviting other banks in to bring that money forward, and they also secured the family foundation money for the loan loss reserve. Shaver said the utilization on these loans at \$9 million will drop this amount from \$250,000 to \$100,000 in less than five years.

Bangs expressed his concern about losing money because loans aren't always repaid. Shaver said he will get the committee performance data showing the breakdown on the businesses, what the funds are being used for, and loan loss information. He added that the loan loss is less than half of a percent. Bangs also reiterated his same request as last year for updates to the committee regarding the utilization of the funds the County is placing in the Grow Fund.

Gaughan expressed concern with this amount of investment in light of other budgetary shortfalls in the County. Enriquez would like to see added to the report how this money is being used to improve the lives of people in Waukesha County.

MOTION of Finance Committee: Bangs moved, second by Enriquez to tentatively approve the 2024 operating budget for the Parks and Land Use Department. Motion carried 7-0

MOTION of Land Use, Parks & Environment Committee: Howard moved, second by Mommaerts to approve the 2024 operating budget for the Parks and Land Use Department. Motion carried 6-0

Discuss And Consider Ordinance 178-O-055 Modify The 2023-2027 Capital Plan And 2023 Capital Projects Budget To Appropriate Additional Expenditures For Capital Project #202208, Golf Course Infrastructure Plan, Funded With Golf Course Fund Balance

Brunner presented that this ordinance modifies the 2023-2027 Capital Plan and 2023 Capital Projects budget for capital project 202208 Golf Course Infrastructure Plan to increase expenditures \$155,000 due to higher-than-expected equipment and labor costs caused by high levels of large rock impeding irrigation pipe installation, and failure of the irrigation well pump and pipe casing requiring sooner-than-anticipated replacement. These costs increases will be covered with \$155,000 of additional Golf Course Fund balance use.

MOTION of Finance Committee: Morris moved, second by Batzko to approve Ordinance 178-O-055. Motion carried 7-0

MOTION of Land Use, Parks & Environment Committee: Howard moved, second by Grant to approve Ordinance 178-O-055. Motion carried 6-0

Discuss And Consider Ordinance 178-O-052 Modify The 2023 Department Of Parks And Land Use General Fund Budget To Authorize The Waukesha County Department Of Parks And Land Use To Accept Community Development Block Grant Funding And To Appropriate Additional Expenditures

Siodlarz presented that this ordinance accepts \$75,000 in Community Development Block Grant funds and appropriates \$75,000 in additional funds in the Department of Parks and Land Use 2023 budget to fund project costs associated with the Mukwonago Park restroom building project.

MOTION of Finance Committee: Enriquez moved, second by Szpara to approve Ordinance 178-O-052. Motion carried 7-0

MOTION of Land Use, Parks & Environment Committee: Meier moved, second by Foti to approve Ordinance 178-O-052. Motion carried 6-0

Discuss And Consider Ordinance 178-O-053 Authorize The Execution Of Subgrantee Agreements And HUD Grant Agreement For The Community Development Block Grant (CDBG) And Home Investment Partnership (HOME) Programs For The 2024 Program Year

Trimborn presented that this ordinance authorizes the County Executive to execute agreements with the federal government to accept up to \$1,424,017 of Community Development Block Grant (CDBG) and \$1,632,417 of Home Investment Partnership (HOME) grants and program income.

MOTION of Finance Committee: Gaughan moved, second by Batzko to approve Ordinance 178-O-053. Motion carried 7-0

MOTION of Land Use, Parks & Environment Committee: Howard moved, second by Szpara to approve Ordinance 178-O-053. Motion carried 6-0

Next Meeting Dates

- November 21 (LU)
- October 12 (FI)

Announcements

Reminder about the County Board/County Clerk Soup Cookoff and Bake Sale fundraiser on November 14.

Legislative Update

Fraley reported that she will be in Madison next week for one of the Wisconsin Counties Association (WCA) capital days with the focus on health and human services. She will take this opportunity to educate our legislators on some of the challenges surrounding transportation funding, particularly around filling the gap for funding for the Moorland Road project.

MOTION of Finance Committee: Morris moved, second by Szpara to adjourn at 11:43 a.m. Motion carried 7-0

Discuss And Consider Ordinance 178-O-051 Amend The Waukesha County Shoreland And Floodland Protection Ordinance District Zoning Map Of The Town Of Ottawa By Conditionally Rezoning Certain Lands Located In Part Of The NE ¼ Of Section 4, T6N, R17E, Town Of Ottawa, To Remove The C-1 Conservancy Overlay District From Lands With A Base Zoning Designation Of R-3 Residential District (RZ126)

Fruth presented that this ordinance would rezone lands located at W370 S1519 Utica Road, in the Town of Ottawa to remove the C-1 Conservancy Overlay from lands with a base zoning designation of R-3 Residential District to allow the retention of a small area of fill placed in a wetland on the property.

MOTION of Land Use, Parks & Environment Committee: Szpara moved, second by Grant to approve Ordinance 178-O-051. Motion carried 6-0

MOTION of Land Use, Parks & Environment Committee to Approve Minutes of September 12

MOTION: Mommaerts moved, second by Meier to approve the minutes of September 12. Motion carried 6-0

Executive Committee Report of September 25

Foti reported the committee reviewed capital projects, approved two appointments, and two ordinances regarding the compensation study and county board organizational meeting changes.

MOTION of Land Use, Parks & Environment Committee: Mommaerts moved, second by Meier to adjourn at 11:57 a.m. Motion carried 6-0

Respectfully submitted,



Chris Mommaerts

Secretary – Land Use, Parks and Environment Committee