

Waukesha County Board of Supervisors

**Minutes of the Finance Committee  
Wednesday, October 5, 2022**

Chair Heinrich called the meeting to order at 8:15 a.m.

**Present:** Supervisors Jim Heinrich, Larry Bangs, James Batzko, Darryl Enriquez, Tyler Foti, Joel Gaughan, and Richard Morris.

**Also Present:** Chief of Staff Sarah Spaeth, Legislative Policy Advisor Sarah Fraley, Treasurer Pam Reeves, Budget Manager Bill Duckwitz, Budget Management Specialist Stephanie Hall, Department of Administration Director Andy Thelke, Information Technology Manager Lance Spranger, Risk/Purchasing Manager Laura Stauffer, Business/Collections Services Manager Lyndsay Johnson, Accounting Services Manager Danielle Igielski, Senior Financial Analysts Clara Daniels and Michelle Czech and Supervisor Darlene Johnson

**Approve Minutes of September 21 and 27**

MOTION: Morris moved, second by Enriquez to approve the minutes of September 21 and 27. Motion carried 7-0.

**Next Meeting Dates**

- October 11
- October 13
- October 14

**Executive Committee Report of October 4**

Heinrich said the Executive Committee reviewed and approved the 2023-2027 Capital Projects Plan. The committee voted unanimously to remove project 14 – CTH F and Lindsay Road Intersection from the Capital Plan. The committee also approved an ordinance and appointment that was voted on at the last County Board meeting.

**Payment of Special Assessments and Tax Certificates Issued**

Reeves referred to her reports titled "Delinquent Special Assessments Paid to Municipalities" and "Waukesha County History of Tax Certificates Issued." Delinquent special assessments paid to municipalities in 2021 totaled \$681,602.36. This compares to \$ 609,777.22 paid in 2020. Also in 2021, a total of \$3,573,994.53 in tax certificates were issued. This compares to \$3,781,358.54 issued in 2020.

**Update on In-Rem Foreclosure Actions**

Reeves discussed her report titled "Properties Acquired in 2022 Tax Foreclosure of 2018 and Prior Years' Taxes" which included information tax key numbers, property locations and descriptions, assessed values, and taxes, penalties, and fees. An auction date is set for 12/2/22.

**Discuss and Consider the 2023 Operating Budget for the Treasurer's Office**

Reeves discussed the proposed 2022 budget for the Treasurer' Office as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, program highlights, and activities. The County tax levy line item shows a credit of \$4,858,556 – a change of \$50,000 from 2022. The number of FTE positions remains unchanged at 5.01. No major concerns were voiced.

MOTION: Gaughan moved, second by Morris to tentatively approve the 2023 operating budget for the Treasurer's Office. Motion carried 7-0.

**2023 Operating Budget Overview and 5-Year Projections**

Thelke, Duckwitz, and Hall gave a PowerPoint presentation titled "Five-Year Financial Forecast 2023-2027" as prepared by Administration staff which included information on long term strategic financial planning, internal and external forecast environments, five-year gap and funding shortfall projections, operating expenditure projections, revenue sources per department, and projected revenues.

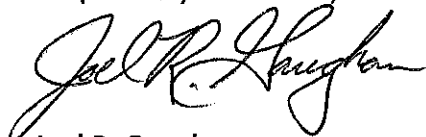
**Discuss and Consider the 2023 Operating Budget for the Department of Administration**

Thelke and staff discussed the proposed 2023 budget for the Department of Administration as outlined in the budget book including the budget highlights, financial summaries, major departmental strategic plan objectives, program highlights, and activities. The County tax levy totals \$4,717,493 – an increase of \$75,000 or 1.6%. Expenditures total \$21,467,114 – an increase of \$1,177,640 or 5.8%. The total number of full-time equivalent (FTE) positions increased 3.9 for a total of 110.91. No major concerns were voiced.

MOTION: Batzko moved, second Foti to tentatively approve the 2023 operating budget for the Department of Administration. Motion carried 7-0.

MOTION: Foti moved, second by Morris to adjourn at 10:23 a.m. Motion carried 7-0.

Respectfully submitted,



Joel R. Gaughan  
Secretary