

**Parks, Environment,
Education,
&
Land Use**

**** PARKS, ENVIRONMENT, EDUCATION AND LAND USE ****

Functional Area Summary by Agency

| | 2009 | 2010 | 2010 | 2011 | Change from 2010 | |
|---|--------------|--------------------|--------------|--------------|-------------------|-------|
| | Actual | Adopted Budget (b) | Estimate (a) | Budget (b) | Adopted Budget \$ | % |
| * TOTAL PARKS, ENVIRONMENT, EDUCATION AND LAND USE * | | | | | | |
| Revenues (a) (b) | \$18,638,317 | \$18,401,311 | \$18,793,356 | \$18,581,609 | \$180,298 | 1.0% |
| County Tax Levy | \$8,238,894 | \$9,083,794 | \$9,083,794 | \$9,346,809 | \$263,015 | 2.9% |
| Expenditures (a) | \$25,774,655 | \$26,704,962 | \$27,372,187 | \$27,173,012 | \$468,050 | 1.8% |
| Rev. Over (Under) Exp. | (\$725,796) | - | (\$276,044) | 29,181 | \$29,181 | NA |
| Oper Income/(Loss) (c) | \$1,828,352 | \$780,143 | \$781,007 | \$726,225 | (\$53,918) | -6.9% |

BREAKDOWN BY AGENCY**REGISTER OF DEEDS**

| | | | | | | |
|----------------------------|---------------|---------------|---------------|---------------|------------|-------|
| Revenues | \$2,524,051 | \$2,952,700 | \$2,546,403 | \$2,853,043 | (\$99,657) | -3.4% |
| County Tax Levy (d) | (\$1,736,393) | (\$1,097,683) | (\$1,097,683) | (\$1,071,495) | \$26,188 | -2.4% |
| Expenditures | \$1,737,990 | \$1,855,017 | \$1,899,834 | \$1,781,548 | (\$73,469) | -4.0% |
| Rev. Over (Under) Exp. (d) | (\$950,332) | - | (\$451,114) | - | - | NA |

UW-EXTENSION

| | | | | | | |
|------------------------|-----------|-----------|-----------|-----------|----------|-------|
| Revenues (a) | \$380,937 | \$363,138 | \$499,710 | \$427,672 | \$64,534 | 17.8% |
| County Tax Levy | \$312,646 | \$326,994 | \$326,994 | \$339,063 | \$12,069 | 3.7% |
| Expenditures (a) | \$677,361 | \$690,132 | \$808,889 | \$766,735 | \$76,603 | 11.1% |
| Rev. Over (Under) Exp. | \$16,222 | - | \$17,815 | - | - | NA |

FED. LIBRARY SYSTEM

| | | | | | | |
|----------------------------|-------------|-------------|-------------|-------------|-----------|------|
| Revenues (a)(b) | \$1,409,181 | \$1,445,295 | \$1,470,811 | \$1,548,787 | \$103,492 | 7.2% |
| County Tax Levy | \$2,752,289 | \$2,773,900 | \$2,773,900 | \$2,853,939 | \$80,039 | 2.9% |
| Expenditures | \$4,097,962 | \$4,219,195 | \$4,179,466 | \$4,373,545 | \$154,350 | 3.7% |
| Rev. Over (Under) Exp. (e) | \$63,508 | - | \$65,245 | 29,181 | 29,181 | NA |

PARKS AND LAND USE

| | | | | | | |
|------------------------|--------------|--------------|--------------|--------------|------------|-------|
| Revenues (a)(b) | \$14,324,148 | \$13,640,178 | \$14,276,432 | \$13,752,107 | \$111,929 | 0.8% |
| County Tax Levy | \$6,910,352 | \$7,080,583 | \$7,080,583 | \$7,225,302 | \$144,719 | 2.0% |
| Expenditures (a) | \$19,261,342 | \$19,940,618 | \$20,483,998 | \$20,251,184 | \$310,566 | 1.6% |
| Rev. Over (Under) Exp. | \$144,806 | - | \$92,010 | - | - | NA |
| Oper Income/(Loss) (c) | \$1,828,352 | \$780,143 | \$781,007 | \$726,225 | (\$53,918) | -6.9% |

(a) The 2010 estimates exceed the 2010 Adopted Budget due to subsequent separate ordinances increasing appropriations.

(b) The 2011 Budget includes various Fund Balance appropriations totaling \$2,092,936 which includes \$1,305,435 from the Parks and Land Use Materials Recycling Facility (MRF) Fund; \$85,000 in Parks and Land Use from the General Fund; \$700,000 from the Parks Tarmann Parkland Acquisition Fund; and \$2,501 in the Federated Library County Library Fund. The 2010 Budget includes various Fund Balance appropriations totaling \$1,765,771 which includes \$1,165,900 from the Parks and Land Use Materials Recycling Facility (MRF) Fund; \$95,000 in Parks and Land Use from the General Fund; \$300,000 from the Parks Tarmann Parkland Acquisition Fund; \$108,219 from the Parks and Land Use Land Information Systems Fund; and \$96,652 from the Federated Library State Aids, Federal & Misc. Fund.

(c) Operating income amounts generated from Enterprise Fund operations are retained earnings within Enterprise Fund Balance and do not result in a reduction of Tax Levy funding for other operations.

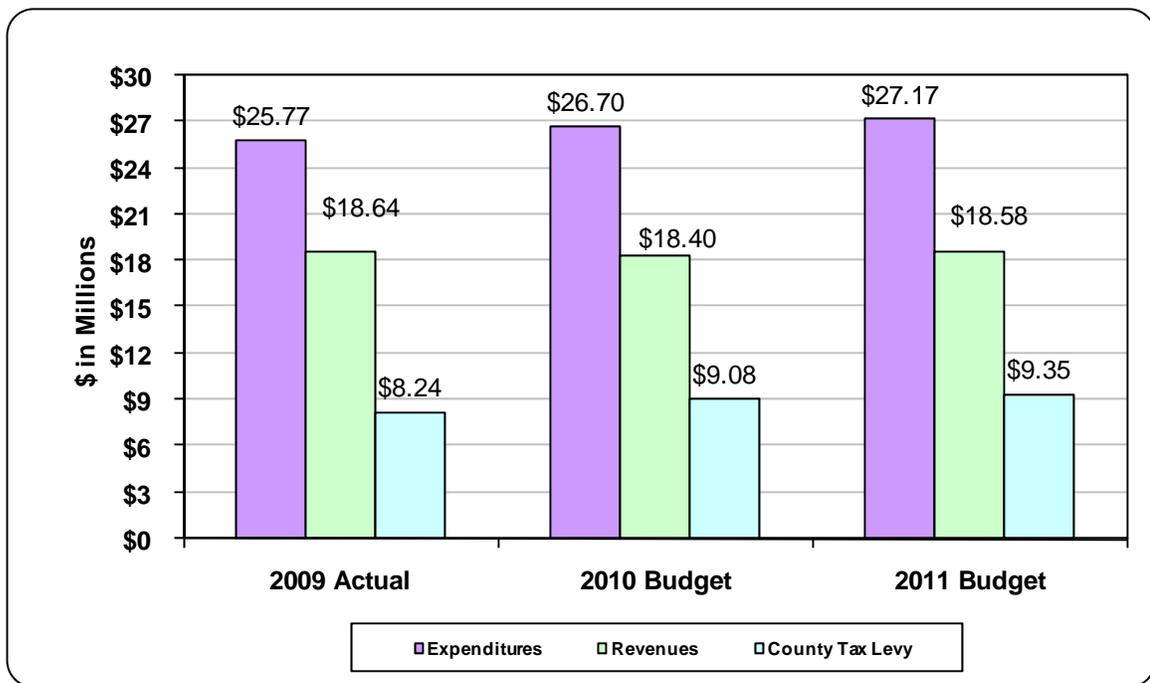
(d) Revenues in excess of expenditures are used to reduce tax levy funding for other general government operations.

(e) Revenues in excess of expenditures consist mainly of member library payments for the CAFÉ system and software/equipment replacement fund.

PARKS, ENVIRONMENT, EDUCATION AND LAND USE

Functional Area Budget Highlights

The Parks, Environment, Education and Land Use functional area provides informational, cultural, and recreational services to County residents and provides for the preservation of natural resources, as well. Agency budgets consist of a combination of General Fund, Special Revenue, and Enterprise fund types. The **Register of Deeds** Office, which operates under the responsibility of an elected official, handles legal documents pertaining to Real Estate, Vital Statistics and Tax Listings. The **University of Wisconsin-Extension** Office offers educational programs in a variety of areas including agriculture, horticulture, family living, economic and youth development. The **Federated Library System**, which levies a special County Library Tax assessed to non-library communities for their use of member libraries, and is partially supported through state and federal grants, coordinates activities for 16 Waukesha County member libraries. The **Parks and Land Use** Department develops and operates open space and recreational facilities (parks, golf courses, ice arenas, exposition center and nature center); preserves, protects and enhances the County's natural resources (manages the Contracted Materials Recycling Facilities, Recycling education and promotion and Solid Waste Programs) and environmental health of its citizens through education, public cooperation, and regulation; and administers the County land use planning and zoning functions.



Not included in this functional area are Parks, Environment, Education and Land Use - related capital projects (see Capital Projects Section) and purchases of vehicles and major equipment replacements (see Vehicle/Equipment Replacement Fund in Public Works Functional Area and End User Technology Fund in the General Administration Functional Area).

The 2011 Expenditure Budget for this functional area totals \$27,173,012, after adjustments to exclude proprietary fund capitalized fixed asset item purchases, an increase of \$468,050 or 1.8% from the 2010 Adopted Budget. Revenues in the 2011 Budget, including \$2,092,936 of various Fund Balance appropriations, total \$18,581,609 an increase of \$180,298 or 1% from the 2010 base budget. The Tax Levy necessary to fund this functional area totals \$9,346,809, an increase of \$263,015 or 2.9% from the 2010 Budget.

PARKS, ENVIRONMENT, EDUCATION AND LAND USE

Functional Area Budget Highlights

- **Register of Deeds** Charges for Service revenues are budgeted to decline by about \$99,660 to \$2.85 million mostly due to a reduction in budgeted real estate transfer fees of \$50,000 to \$1,175,000 and a reduction in real estate recording fees of \$53,400 to \$1,320,000, reflecting a leveling off in the real estate market and more closely approximates to the 2009 actual revenues received and 2010 estimates. Declining revenues are partially offset by a \$26,188 or 2.4% increase in tax levy. Due to lower document volumes and technology implementations (i.e. Tax System and Tract Index System), the department is proposing to unfund a vacant 1.0 FTE Clerk Typist I position and a vacant 1.0 FTE Clerk Typist I/II position at a cost saving of approximately \$107,400, partially offset by the cost to continue increase for the remaining positions.
- The **Federated Library System** County Library Tax Levy increases by \$80,039 or 2.9% to \$2,853,939 and includes two components:
 - The first component is calculated based on County Code 11-4, which multiplies aggregate local municipal library operating expenses (excluding capital) by non-library (True Non-Resident (TNR)) community resident usage as a percent of total County-wide library usage, and is distributed to the system's member libraries to compensate them for providing library services to TNR communities. For 2011, this component is \$2,852,402, which is an increase of \$83,968 or 3%. Of this increase, higher allowable operating costs account for 2.4% and higher TNR circulation accounts for 0.6%.
 - The second component is due to Wisconsin State Statute 43.12, which requires Waukesha and other counties to pay for their TNR residents' use of adjacent County's libraries (except for in Milwaukee County). For 2011, this component is \$1,537, which is a decrease of \$3,929 from the 2010 budget
- In the 2011 Budget, the **Federated Library System** establishes a new special revenue **CAFÉ Shared Automation Fund**, which is planned to be transitioned from the Waukesha Public Library (WPL) to the Waukesha County Federated Library System in July 2011. Currently the CAFÉ (Computer Access for Everyone) system provides automated library services to 14 of the 16 member libraries in the County (New Berlin and Menomonee Falls not participating), and it is anticipated that New Berlin may likely join in late 2011. CAFÉ operations are planned to be funded with member library membership dues. The \$192,900 expenditure budget represents roughly a half-year of costs (due to the planned July 2011 transition date), and includes \$77,670 for 0.75 FTE (1,560 hours) of the Federated Library's Library Automation Coordinator moved in from the State Aids Fund; \$42,300 in contracted services for a half-year of a 1.0 FTE WPL staff member to provide IT support; \$29,700 in one-time pass-through payments from the City of New Berlin to the CAFÉ Software Vendor to configure the City's library database in order to potentially join CAFÉ; and the transition is also expected to include the transfer of approximately \$400,000 in CAFÉ software/equipment replacement funds from WPL, to be retained and reserved for future software/equipment replacement requests.
- **Parks and Land Use General Fund** Charges for Service revenue are budgeted to increase by approximately \$51,900 to \$1,969,600, mostly due to an increase in various Parks revenues (e.g., entrance fees, boat launch fees), resulting largely from the popularity of the new dog exercise areas at Minooka and Nashotah Parks.
- **Parks and Land Use General Fund** License revenues decrease by \$30,000 to \$1,014,500, including a decrease in Zoning and Septic Permits by \$30,000 and \$15,000, respectively, resulting largely from the depressed real estate development market. Lower License revenues are partially offset by an increase in Restaurant and Retail Food License fee revenues by \$15,000 to \$555,000, which is very close to the 2009 actual revenues received.
- **Parks and Land Use General Fund budget**, in an effort to limit the growth in net personnel costs and overall spending, is proposing to unfund a net 2.0 FTE regular positions in 2011, which is estimated to generate a cost avoidance of \$144,500. This includes 1.0 FTE Environmental Health Sanitarian in the Septic/Well/Lab program estimated to reduce personnel costs by \$81,100 and 1.0 FTE Land Use Specialist in the Planning Program, estimated to reduce personnel costs by \$63,400. The department management indicate that workload in both these program areas has declined since the beginning of the recent economic downturn.
- **Parks and Land Use Land Information System (LIS) Fund** receives real estate document recording fee revenues, which increase by \$179,000 to \$704,000, mainly due to a change in state law (Act 314) that increases the portion of document recording fees that local land information offices may retain from \$5 per document to \$8 per document (the Register of Deeds Office retains \$15 per document). This budget assumes 88,000 document recordings, a decrease of 17,000 from the 2010 budget, mainly due to the depressed real estate development market. In addition, Land Information staff began contracting with the Department of Emergency Preparedness to provide street address maintenance services, which has resulted in a \$15,500 increase to Interdepartmental Revenues for the 2011 budget. This is partially offset by removing \$108,219 in LIS Fund Balance and \$80,000 in landfill siting revenues that were temporarily (one-time) budgeted in 2010 to help offset declining document recording revenues.
- **Parks and Land Use Tarmann Fund** General Governmental revenues, which consists of State Department of Natural Resources Stewardship Grant reimbursements for approximately half the value of land purchases, is not included in the 2011 budget, due to difficulty predicting the timing of state reimbursements (which are often provided in years after the actual land purchase). Instead, these reimbursements revenues are planned to be appropriated in future year budgets after they have been received. Based on approximately \$1,675,000 in recent (2009 and first quarter 2010) approved land purchases, it is anticipated the Tarmann Fund will receive approximately \$700,000 in Stewardship reimbursement (conservatively estimated at about 40% of purchase prices). In 2011, appropriated Tarmann Fund Balance will increase by \$400,000 to \$700,000 to cover the revenues not budgeted from Stewardship reimbursements.
- **Parks and Land Use Material Recycling Facility (MRF) Fund**, total budgeted revenues increase by approximately \$132,500 to about \$3.47 million, mainly due to an increase in appropriated MRF Fund Balance by about \$139,500, largely to help fund an increase in recycling disbursements paid to municipalities for participating in the County's recycling program. This disbursement increases by \$146,800 to \$1,217,400. In addition, the County's share of recycling material sales revenue (split 50/50 with contracted MRF operator) increases by \$100,000 to \$800,000 (Other Revenues), mostly due to an expected improvement in the market price for certain recyclable materials. Charges for Service mostly include the MRF operator's recycling tip fee charge paid to the County that decreases by \$60,000 to \$60,000, which is more in-line with 2009 actual revenues received (about \$57,000). In addition, the State's Recycling Grant (General Government Revenue) is budgeted to decrease by about \$47,100 to \$1.3 million.

**BUDGETED POSITIONS 2009-2011
SUMMARY BY AGENCY AND FUND**

PARKS, ENVIRONMENT, EDUCATION AND LAND USE

| Agency | Fund | 2009 Year End | 2010 | 2010 | 2011 Budget | 10-11 Change |
|---------------------------------|--------------------------------------|------------------|--------------------------|--------------------|----------------|-----------------|
| | | | Adopted Budget (a)(b) | Modified Budget | | |
| REGISTER OF DEEDS | General | 25.00 | 25.00 | 25.00 | 23.00 | (2.00) |
| UW-EXTENSION* | General | 3.00 | 3.00 | 3.00 | 3.00 | 0.00 |
| FED. LIBRARY | State Aids Fund | 7.00 | 7.00 | 7.00 | 6.25 | (0.75) |
| | CAFÉ Shared Automation Fund | | | | 0.75 | 0.75 |
| | Subtotal Federated Library | 7.00 | 7.00 | 7.00 | 7.00 | 0.00 |
| PARKS & LAND USE | General (a)(b) | 90.70 | 84.15 | 84.15 | 82.00 | (2.15) |
| | Golf Course (a) | 8.60 | 9.00 | 9.00 | 8.85 | (0.15) |
| | Ice Arenas | 5.70 | 4.95 | 4.95 | 4.95 | 0.00 |
| | Materials Recycling Fund (b) | 0.00 | 4.15 | 4.15 | 4.15 | 0.00 |
| | Land Information Systems | 4.00 | 4.00 | 4.00 | 4.00 | 0.00 |
| | Subtotal Parks & Land Use | 109.00 | 106.25 | 106.25 | 103.95 | (2.30) |
| TOTAL REGULAR POSITIONS (a)(b) | | 144.00 | 141.25 | 141.25 | 136.95 | (4.30) |
| TOTAL EXTRA HELP (a)(b) | | 72.70 | 80.41 | 80.51 | 79.83 | (0.58) |
| TOTAL OVERTIME (a)(b) | | 4.15 | 3.62 | 3.62 | 3.62 | 0.00 |
| TOTAL BUDGETED POSITIONS | | 220.85 | 225.28 | 225.38 | 220.40 | (4.88) |

* UW-Extension position total includes County employees only. Total does not reflect state or other grant funded positions.

- (a) For comparative purposes, 2010 budgeted positions are restated moving 3.23 FTE from the Parks General Fund to the Golf Course Fund, to reflect the reallocation of staff to the Golf Course Fund in the 2011 Budget.
- (b) For comparative purposes, 2010 budgeted positions are restated moving 5.47 FTE from the Parks General Fund to the MRF Fund, to reflect the reallocation of staff to the Material Recycling Facility (MRF) Fund in the 2011 Budget.

2011 BUDGET ACTIONS:

Register of Deeds

- Unfund 1.00 FTE Clerk Typist I/II
- Unfund 1.00 FTE Clerk Typist II
- Decrease Extra Help by 0.28 FTE

UW-Extension

- Decrease: Extra Help by 0.04 FTE

Federated Library

- Transfer 0.75 FTE Library Automation Coordinator from the State Aids Fund to the CAFÉ Shared Automation Fund

Parks - General

- Transfer Out 0.30 FTE Senior Planner to HOME Grant Program (Community Development Fund)
- Unfund 1.0 FTE Land Use Specialist in Planning
- Abolish 1.0 FTE Environmental Health Supervisor (Unfunded in 2009 Budget)
- Create 1.0 FTE Lead Environmental Health Sanitarian
- Unfund 2.0 FTE Environmental Health Sanitarians
- Transfer in 0.15 FTE Golf Course Superintendant from Golf Courses Fund to the General Fund
- Increase Extra Help by 0.31 FTE

Parks - Golf Courses

- Reduce 0.70 FTE Temporary/Extra Help
- Transfer Out 0.15 FTE Golf Course Superintendant to the Parks General Fund

Parks - Materials Recycling Fund

- Increase Extra Help by 0.13 FTE

2010 CURRENT YEAR ACTIONS:

UW-Extension

- Increase: Extra Help by 0.10 FTE (Enrolled Ordinance 164-82)

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