

## **Waukesha County Board of Supervisors**

### **Minutes of the Joint Meeting of Finance Committee and Executive Committee Monday, October 23, 2023**

Chair Heinrich called the meeting to order at 8:30 a.m.

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

**Executive Committee Members Present:** Supervisors Paul Decker (Chair), Tyler Foti, Keith Hammitt, Jim Heinrich, Larry Nelson, Jacob LaFontain and Peter Wolff

**Also Present:** Chief of Staff Sarah Spaeth, Legislative Policy Advisor Sarah Fraley, UW-Extension Director Jerry Braatz, Bridges Library Director Karol Kennedy, Director of Administration Andy Thelke, Treasurer Pam Reeves, Deputy County Treasurer Terri Schultz, Park System Manager Rebecca Mattano, Chief Information Officer Lance Spranger, Principal Information Technology Professional Amber Botsch, Project Manager/Business Analyst Laura Zander, PMO Manager John Hinchey, Accounting Services Manager Danielle Igielski, Senior Financial Analyst Marisa Schlichting, Human Resources Manager Renee Gage, Park System Manager Steve Brunner, Corporation Counsel Erik Weidig, Principal Asst. Corporation Counsel Kim Haines, Risk/Purchasing Manager Laura Stauffer, Budget Manager Bill Duckwitz, Financial Analyst Willem Weigel

#### **Discuss and Consider the 2024 Operating Budget for UW-Extension**

Braatz discussed the proposed 2024 operating budget for UW-Extension as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, program highlights, and activities. The County tax levy totals \$366,744 – an increase of \$12,867 or 3.6%. The number of full-time equivalent positions remains at 2.00. No major concerns were voiced.

**MOTION by Finance Committee:** Morris moved, second by Enriquez to tentatively approve the 2024 operating budget for UW-Extension. Motion carried 7-0

**MOTION by Executive Committee:** Hammitt moved, second by Nelson to approve the 2024 operating budget for UW-Extension. Motion carried 7-0

#### **Discuss and Consider the 2024 Operating Budget for the Bridges Library System**

Kennedy discussed the proposed 2024 operating budget for the Bridges Library System as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, program highlights, and activities. The County tax levy totals \$4,178,129 – an increase of \$178,522 or 4.5%. The number of full-time equivalent positions remains the same as 2023 at 7.0. No major concerns were voiced.

**MOTION by Finance Committee:** Batzko moved, second by Szpara to tentatively approve the 2024 operating budget for the Bridges Library System. Motion carried 7-0

**MOTION by Executive Committee:** Nelson moved, second by Wolff to approve the 2024 operating budget for the Bridges Library System. Motion carried 7-0

**Discuss and Consider the 2024 Non-Departmental Operating Budget**

Thelke and staff discussed the 2024 Non-Departmental budget as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, program highlights, and activities. The County tax levy totals \$0 – no change from 2023. No major concerns were voiced.

**MOTION by Finance Committee:** Enriquez moved, second by Bangs to tentatively approve the 2024 Non-Departmental operating budget. Motion carried 7-0

**MOTION by Executive Committee:** LaFontain moved, second by Foti to approve the 2024 Non-Departmental operating budget. Motion carried 7-0

**Discuss and Consider Ordinance 178-O-058 Cancellation Of 2020 Unredeemed Checks Issued By County Treasurer**

Schultz and Reeves presented that this ordinance is the annual request to cancel unclaimed checks and place the monies in an unclaimed funds account.

**MOTION by Finance Committee:** Szpara moved, second by Batzko to approve Ordinance 178-O-058. Motion carried 7-0

**Discuss and Consider Request for Proposal 2023035 – Parks/Golf Reservation and Point of Sale System**

Mattano said there were three submissions for parks/golf reservation and point of sale software and Vermont Systems was the highest rated proposer, with a total contract amount of \$604,886.37 (\$180,386.37 for software/hosting and \$424,500 card processing fees.)

**MOTION by Finance Committee:** Gaughan moved, second by Morris to award RFP 2023035 to Vermont Systems. Motion carried 7-0

**Discuss and Consider Request for Proposal 2023043 – Software and Implementation Services for Enterprise Resource Planning (ERP)/Human Capital Management (HCM) Software Systems Environment**

Spranger, Igielski and Gage said there were 8 submissions for the RFP for ERP and HCM software systems and Avaap U.S.A. LLC and UKG, Inc. were the two highest-rated proposers, with contract amounts of \$8,606,267 (Avaap), and \$761,213.07 (UKG).

**MOTION by Finance Committee:** Batzko moved, second by Enriquez to award RFP 2023043 to Avaap U.S.A. LLC and UKG, Inc. Motion carried 7-0

Heinrich left at 10:30 a.m.

**Discuss and Consider 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 by Executive Committee:** Hammitt moved, second by LaFontain to approve Ordinance 178-O-055. Motion carried 6-0

Heinrich returned at 10:35 a.m.

**Discuss and Consider Resolution 178-R-003 Adopt Five-Year Capital Projects Plan**

**MOTION by Executive Committee:** Wolff moved, second by Nelson to approve Resolution 178-R-003. Motion carried 7-0

**Discuss and Consider the Following Appointments:**

**178-A-041 Joel Gaughan Reappointment To The Aging & Disability Resource Center Advisory Board**

**178-A-042 Amy Reichert Reappointment To The Bridges Library System Board**

**178-A-043 Jean Yeomans Reappointment To The Bridges Library System Board**

**178-A-044 Nancy Wilhelm Reappointment To The Bridges Library System Board**

**178-A-045 Eric Holmes Reappointment To The Waukesha County Veteran's Service Commission**

**MOTION by Executive Committee:** Nelson moved, second by Foti to approve the above-listed appointments. Motion carried 7-0

**Next Meeting Dates**

- 11-8 (FI)
- 11-20 (EX)

**MOTION of Executive Committee to Approve the Minutes of September 25:**

**MOTION:** LaFontain moved, second by Foti to approve the minutes of September 25. Motion carried 7-0

Wolff and Foti left at 10:40.

**CLOSED SESSION:**

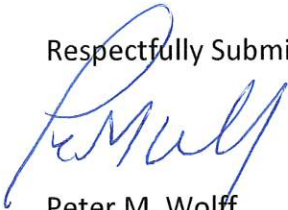
**MOTION:** Gaughan moved, second by Bangs to convene in closed session at 10:40 pursuant to Section 19.85(1)(g), Wisconsin Statutes, to confer with staff and Corporation Counsel who is rendering oral advice concerning strategy to be adopted with respect to pending litigation, Estate of James Rivett vs. Waukesha County et al. and approve the closed session minutes of 8-16-23.

The committee returned to open session at 10:56 a.m.

**MOTION by Finance Committee:** Morris moved, second by Bangs to adjourn at 10:57 a.m. Motion carried 7-0

**MOTION by Executive Committee:** LaFontain moved, second by Nelson to adjourn at 10:57 a.m. Motion carried 5-0

Respectfully Submitted,



Peter M. Wolff  
Secretary – Executive Committee