

Minutes of the Finance Committee

Wednesday, October 4, 2017

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

Present: Supervisors Jim Heinrich, Duane Paulson, Tom Michalski, Tim Dondlinger, Richard Morris, and Ted Wysocki. Steve Whittow arrived at 8:40 a.m.

Also Present: Chief of Staff Mark Mader, Administration Director Norm Cummings, Budget Manager Linda Witkowski, Budget Management Specialist Bill Duckwitz, Accounting Services Manager Larry Dahl, Information Technology Manager Mike Biagioli, Collections & Business Services Manager Andy Thelke, Human Resources Manager Jim Richter, Risk/Purchasing Manager Laura Stauffer, Principal Financial Projects Analyst Bob Ries, Treasurer Pam Reeves, Register of Deeds Jim Behrend, and Senior Financial Analysts Mark Yatchak, Linda Hein, and Clara Daniels. Recorded by Mary Pedersen, County Board Office.

Approve Minutes of September 20

MOTION: Morris moved, second by Whittow to approve the minutes of September 20. Motion carried 6-0.

Schedule Next Meeting Date(s)

- October 10 and 11

Chair's Executive Committee Report of October 2

Heinrich said the Executive Committee, at their last meeting, approved the 2018 Bridges Federated Library System and Non-Departmental budgets and the five-year capital projects plan.

Announcements

Paulson said he was not opposed to the ordinance approving the County's severance plan, just that he felt an ordinance should be brought forward annually as opposed to it becoming an ongoing policy.

2018 Budget Overview and Five-Year Financial Forecast

Cummings and Duckwitz reviewed a PowerPoint presentation titled "Five-Year Financial Forecast 2018-2022" prepared by Administration staff that included information on long term strategic financial planning, internal and external forecast environments, five-year gap and funding shortfall projections, revenue sources per department, and projected revenues and expenditures.

Wysocki felt strongly that interest revenue estimates need to be reduced to reflect accurate figures. Cummings said they have and will continue to reduce these estimates. Wysocki said he cannot support the Treasurer's budget until that is corrected.

Discuss and Consider the 2018 Operating Budget for the Department of Administration

Cummings, Thelke, Richter, Biagioli, and Stauffer discussed the proposed 2018 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. Revenues total \$13,304,297 – an increase of \$277,375 or 2.1% from the adopted 2017 budget. The County tax levy totals \$4,680,954 – an increase of \$45,000 or 1.0%. Expenditures total \$17,971,865 – an increase of \$308,989 or 1.7%. The positions summary shows an increase of 4.10 for a total of 102.78 full-time equivalent (FTE) positions. No major concerns were voiced.

MOTION: Michalski moved, second by Whittow to tentatively approve the 2018 operating budget for the Department of Administration. Motion carried 7-0.

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.” The amount paid to municipalities in 2016 totaled \$749,072.95. This compares to \$768,404.31 paid in 2015. Also in 2016, a total of \$4,478,580.48 in tax certificates were issued. This compares to \$4,815,121.51 issued in 2015.

Discuss and Consider the 2018 Operating Budget for the Treasurer’s Office

Reeves discussed the proposed 2018 budget for the Treasurer’ Office as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, program highlights, and activities. Both revenues and expenditures total \$700,250 – an increase of \$21,849 or 3.2% from the adopted 2017 budget. The County tax levy line item shows a credit of \$4,961,850 – an increase of \$347,000. The total number of FTE positions remains unchanged at 5.07. No major concerns were voiced.

Wysocki said he could not support this budget whereby he referred to his earlier comments concerning estimated interest revenues (see page 1). Cummings explained why they are budgeted that way and this issue was discussed at length. At the committee’s request, Administration staff will draft an amendment to decrease interest revenues and increase fund balance for the October 23 Finance Committee meeting.

MOTION: Paulson moved, second by Wysocki to tentatively approve the 2018 operating budget for the Treasurer’s Office but that an amendment come forward to add an additional \$250,000 in fund balance while reducing interest income by the same amount. Motion carried 7-0.

Update on In-Rem Foreclosure Actions

Reeves discussed her report titled “Properties Acquired in Tax Foreclosure of 2013 and Prior Years’ Taxes” which included photos of said properties, property address, assessed and appraised values, and interest, penalties, and fees.

Whittow left the meeting at 11:55 a.m.

Report on the Annual Wisconsin Counties Association (WCA) Conference

Heinrich said he attended the recent WCA Conference where he attended workshops/sessions on Wisconsin’s drug crisis and its impact on counties, countywide strategic planning by Waukesha County staff, transportation funding, and budgeting 101.

State Legislative Update

Spaeth said the dark stores bill is in trouble in the senate but some senate members are working to save it. It looks as though it has the votes in the assembly. Spaeth will forward talking points to committee members in the event they want to contact state legislators.

MOTION: Dondlinger moved, second by Morris to adjourn at 12:09 p.m. Motion carried 6-0.

Respectfully submitted,

Thomas A. Michalski
Secretary