

Waukesha County Board of Supervisors

Minutes of the Finance Committee Wednesday, November 22, 2023

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

Present: Supervisors Jim Heinrich, Larry Bangs, James Batzko, Darryl Enriquez, Joel Gaughan, Richard Morris and Gary Szpara

Also Present: Chief of Staff Sarah Spaeth, Legislative Policy Advisor Sarah Fraley, Chairman Paul Decker, Administrative Specialist Barbara Hollander, Radio Systems Manager Chris Petterson, Business Manager Josh Joost, Financial Analyst Cathy Kienast, Accounting Services Coordinator Kristen Tranel, Director of Parks and Land Use Dale Shaver, Facilities Manager Shane Waeghe, Business Manager Rhiannon Cupkie, Principal Financial Analyst Linda Hein, Financial Analyst Britan Smith, Budget Manager Bill Duckwitz, Corporation Counsel Erik Weidig, Financial Analyst Tyler Livesey, Financial Analyst Willem Weigel

Discuss and Consider Ordinance 178-O-069 Approve Tower And Ground Space Lease Agreement With Dish Wireless L.L.C.

Petterson presented that this ordinance approves a cell tower and ground space lease with DISH Wireless L.L.C. on and around the smokestack located at 500 Riverview Ave. in the City of Waukesha. The lease will start no later than December 1, 2023, and will run for an initial period of ten years with two renewal period of five years each, for a potential total period of 20 years. Dish Wireless will pay the County \$30,000 annually beginning in 2023, with increases of 3% per year thereafter. The revenue will be applied to the Radio Services proprietary fund and used to fund Radio Services operations in the future.

MOTION: Szpara moved, second by Enriquez to approve Ordinance 178-O-069. Motion carried 7-0

Discuss and Consider Ordinance 178-O-070 Authorize The Waukesha County Sheriff's Department To Continue Contracted Municipal Patrol Services With The Village Of Merton

Joost presented that this ordinance authorizes the Waukesha County Sheriff's Department to enter into a contract with the Village of Merton and continue to provide municipal patrol services from January 1, 2024 through December 31, 2028. The proposed contract requires the Sheriff's Department to provide one shift of municipal patrol services, along with necessary equipment, on a rotating schedule consisting of five days on, two days off, followed by four days on, two days off.

MOTION: Morris moved, second by Gaughan to approve Ordinance 178-O-070. Motion carried 7-0

Discuss and Consider Ordinance 178-O-071 Authorize The Waukesha County Sheriff's Department To Continue Contracted Municipal Patrol Services With The Village Of Sussex

Joost presented that this ordinance authorizes the Waukesha County Sheriff's Department to enter into a contract with the Village of Sussex and continue to provide municipal patrol services from January 1, 2024 through December 31, 2028. The proposed contract requires the Sheriff's Department to provide

municipal patrol services, along with necessary equipment, for two deputies twenty-four hours a day, seven days a week (approximately 10.02 FTE), and one additional deputy on second shift (1.00 FTE).

MOTION: Batzko moved, second by Bangs to approve Ordinance 178-O-071. Motion carried 7-0

Discuss and Consider Health and Human Services Department Fund Transfer Request 2023-HHS-01 – Personnel and Operating to Fixed Assets

Tranel presented that this request will transfer \$218,000 from salary expenses in Administrative Services, Mental Health Outpatient & Support Services and Adolescent & Family divisions to the project to convert the inpatient unit to a new 14-bed Regional Crisis Stabilization Facility (FCSF), and create space for the Crisis Services and Court Monitoring teams to relocate from the Human Services Center to the Mental Health Center. Salary expenses are less than anticipated due to higher turnover and positions being open for longer periods of time. Construction bids came in above budget and the acquisition of office furniture and equipment was deferred until a future funding source could be identified. These items would be classified as fixed assets, which requires a funds transfer from available personnel and operating expense appropriations.

MOTION: Enriquez moved, second by Gaughan to approve Health and Human Services Department Fund Transfer Request 2023-HHS-01. Motion carried 7-0

Discuss and Consider Ordinance 178-O-067 Modify The 2023 Budget Of The Department Of Parks And Land Use To Appropriate Additional Expenditure Authority For The Golf Course Fund

Shaver presented that this ordinance appropriates an additional \$85,000 of expenditure authority in the Parks and Land Use – Golf Course Fund 2023 budget. This figure consists of \$64,000 of operating expenses for above budget irrigation expenses of \$25,100 and \$48,000 of above budget merchandise for resale expenses for both concession sales and pro shop merchandise. The Parks and Land Use Department is requesting less budget authority than expenses incurred due to offsetting below budget spending in other areas. There is an additional request of \$13,000 for above budget personnel costs associated with higher seasonal and overtime expenses related to higher customer activity; and \$8,000 of higher interdepartmental charges for vehicle maintenance and fuel costs, also related to higher customer activity.

MOTION: Batzko moved, second by Bangs to approve Ordinance 178-O-067. Motion carried 7-0

Discuss and Consider Ordinance 178-O-068 Modify the 2023 Department of Public Works General Fund Budget for Inflationary Cost Increases Funded with American Rescue Plan Act Revenues

Cupkie and Waeghe presented that this ordinance modifies the 2023 Public Works - General Fund budget by appropriation \$317,000 American Rescue Plan Act (ARPA) funds to cover \$210,000 of above budget electricity expenses, \$90,000 for above budget facility maintenance operating expenses, and \$17,000 for above budget interdepartmental charges relating to facility maintenance.

MOTION: Morris moved, second by Batzko to approve Ordinance 178-O-068. Motion carried 7-0

3rd Quarter Proprietary Funds Report

Hein and Smith presented the report on the County's enterprise and internal service funds. Those funds that showed a net income were Health Insurance (\$2,541,697); Naga-Waukee Golf Course (\$611,351); Moor Downs Golf Course (\$179,045); Eble Park Ice Arena (\$38,414); Vehicle/Equipment Replacement (\$1,716,721); Central Fleet (\$91,760); Risk Management/Workers Compensation (\$825,987); Collections (\$48,202); and End User Technology (\$2,026,629). Those funds that showed a net loss were Naga-Waukee Ice (-\$43,292); Materials Recycling (-\$1,046,628); Airport (-\$68,236); and Radio Services (-\$23,956);

MOTION: Bangs moved, second by Morris to accept the 3rd Quarter Proprietary Funds Report. Motion carried 7-0

3rd Quarter Report on Special Revenue and General Funds

Duckwitz presented on this item. For nine months of 2023, total General Fund expenditures are \$133.2 million or 63.9% of the total modified expenditure budget versus expenditures for the same period in 2022 at \$128.3 million or 68.3% of total 2022 actual expenditures. Operating revenues achieved during the first nine months of 2023 are at \$64.9 million or about 57.1% of the modified revenue budget versus about \$61.8 million or 59.4% of revenues recognized for the first nine months of 2022.

Overall, the nine-month projection estimates that the General Fund will finish favorably by \$6.8 million or 3.2% of the modified expenditure budget of \$208.5 million. Contributing to this projected favorable variance are estimated below budget personnel costs of \$3.2 million, or 2.6%, which is partly due to low unemployment generating a competitive labor market that is resulting in higher-than-normal vacancy and turnover levels across multiple departments. The estimated impacts of the partial-year compensation study implementation have been factored into this report, with most departments able to absorb these additional costs within their existing personnel appropriations. The County Board in September approved the appropriation of \$291,200 of personnel costs, funded with American Rescue Plan Act (ARPA) revenues in Non-Departmental, to be available for transfer to departments if needed to cover these cost increases.

Regarding Special Revenue funds, for nine months of 2023, all funds except for the American Job Center Fund are projected to finish the year with favorable or break-even results.

Duckwitz identified the potential need for fund transfers for Health and Human Services – Aging and Disability Resource Center Contract Fund and Parks and Land Use – Community Development Fund.

MOTION: Enriquez moved, second by Szpara to approve the 3rd Quarter Report on Special Revenue and General Funds. Motion carried 7-0

Approve Minutes of November 8

MOTION: Batzko moved, second by Enriquez to approve the minutes of November 8. Motion carried 7-0

Next Meeting Date

December 13

Announcements

Reminder to turn in expense sheets by the end of December. The County Board holiday party will be after the December meeting, which starts at 6:00 p.m.

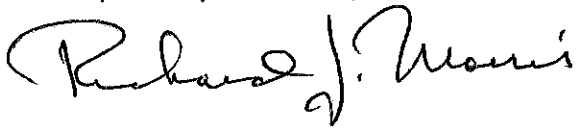
CLOSED SESSION

MOTION: Gaughan moved, second by Morris to convene in closed session at 9:25 a.m. 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, Elizabeth Torn vs. County of Waukesha and approve the closed session minutes of October 23.

The committee returned to open session at 9:34 a.m.

MOTION: Bangs moved, second by Enriquez to adjourn at 9:35 a.m. Motion carried 7-0

Respectfully submitted,

A handwritten signature in black ink that reads "Richard J. Morris". The signature is written in a cursive style with a large initial "R" and "M".

Richard Morris
Secretary – Finance Committee