



COUNTY BOARD AGENDA
8th Meeting, 174th Year of the Waukesha County Board of Supervisors
Tuesday, November 12, 2019 – 9:00 a.m.
Courthouse – Room C350

CONVENE MEETING

Call to Order	County Clerk Correspondence and Announcements
Pledge of Allegiance	Announcements: County Board Chair and Supervisors
Silent Prayer	Approve Minutes of Previous Meeting
Roll Call	Announce Votes Needed
Public Comment	

STANDING COMMITTEES PRESENTATIONS OF ORDINANCES, RESOLUTIONS & MOTIONS

Public Works Committee

Ordinance 174-O-059: Approve Termination of Waukesha County Transit Route 906, Effective December 1, 2019 Approved PW 5-1, FI 4-1, To PW 11/12

Finance Committee

Ordinance 174-O-066: Adopt 2020 Waukesha County Budget Approved FI 6 - 0

Consideration of Attached Finance Committee Amendment FIN-1

Consideration of Attached Finance Committee Amendment FIN-2

Consideration of Attached Finance Committee Amendment FIN-3

Consideration of Attached Finance Committee Amendment FIN-4

Consideration of Attached Finance Committee Amendment FIN-5

Consideration of Attached Individual Supervisor Amendment SUP-1

ADJOURN MEETING

MOTION: to adjourn to Tuesday, November 19, 2019 at 7:00 p.m. (if County Executive vetoes) and Tuesday, November 26, 2019 at 7:00 p.m. (regular business) or at the call of the County Board Chair.

2020 BUDGET SUMMARY

	2019 Adopted Budget	2020 County Exec Budget	2020 Finance Committee Proposed Budget	Increase/(Decrease) From 2019 Adopted Budget	
				\$	%
OPERATING BUDGETS					
Gross Expenditures	\$282,263,434	\$290,952,243	\$292,485,503	\$10,222,069	3.62%
MEMO: Less Interdept. Charges (a)	<u>\$39,117,446</u>	<u>\$40,289,738</u>	<u>\$40,647,486</u>	<u>\$1,530,040</u>	3.91%
MEMO: Net Expenditures (a)	\$243,145,988	\$250,662,505	\$251,838,017	\$8,692,029	3.57%
Less: Revenues (Excl. Retained Earnings)	\$164,226,273	\$172,218,771	\$173,527,531	\$9,301,258	5.66%
Less Net Appropriated Fund Balance	<u>\$11,206,518</u>	<u>\$10,348,167</u>	<u>\$10,572,667</u>	<u>(\$633,851)</u>	
TAX LEVY - OPERATING BUDGETS	\$106,830,643	\$108,385,305	\$108,385,305	\$1,554,662	1.46%
CAPITAL PROJECTS BUDGET					
Expenditures	\$25,005,200	\$27,844,700	\$27,794,700	\$2,789,500	11.2%
Less: Revenues	\$21,892,073	\$22,483,873	\$22,483,873	\$591,800	2.7%
Less: Appropriated Fund Balance	<u>\$2,057,200</u>	<u>\$4,004,900</u>	<u>\$3,954,900</u>	<u>\$1,897,700</u>	
TAX LEVY-CAPITAL PROJECTS BUDGET	\$1,055,927	\$1,355,927	\$1,355,927	\$300,000	28.4%
COUNTY TOTALS					
Expenditures (a)	\$307,268,634	\$318,796,943	\$320,280,203	\$13,011,569	4.2%
Less: Revenues	\$186,118,346	\$194,702,644	\$196,011,404	\$9,893,058	5.3%
Less: Appropriated Fund Balance	<u>\$13,263,718</u>	<u>\$14,353,067</u>	<u>\$14,527,567</u>	<u>\$1,263,849</u>	
County General Tax Levy (Excl Library) (c)	\$104,363,046	\$106,202,483	\$106,202,483	\$1,839,437	1.76%
Bridges Library System Tax Levy (b)	\$3,523,524	\$3,538,749	\$3,538,749	\$15,225	0.4%
Total County Tax Levy (c)	\$107,886,570	\$109,741,232	\$109,741,232	\$1,854,662	1.72%

(a) 2020 operating budget net expenditures are \$251,838,017 and total County net expenditures are \$279,632,717 after eliminating interdepartmental chargeback transactions (mostly from internal service fund operations and cross charges, e.g. Sheriff Bailiff and Conveyance services), included in gross expenditures to conform with GAAP, but in effect results in double budgeting.

(b) Special County Library tax applied to those Waukesha County communities without a library.

(c) The Tax Levy (for 2020 Budget purposes) increase is within Wisconsin's statutory limits (see Planning and Budget Policy Section).

2020 BUDGET - COUNTY BOARD - SUMMARY OF FINANCE COMMITTEE CONSIDERATION OF PROPOSED AMENDMENTS

SUMMARY OF BUDGET AMENDMENTS - FINANCE COMMITTEE RECOMMENDED

Department - Fund	Proposing Committee/ Supervisor	Amend #	Issue Summary	Finance Committee Action	Expenditure	Revenue	Approp Fund Bal	Tax Levy
Parks and Land Use - Golf Fund Parks and Land Use - Tarmann Fund	Finance - Heinrich	FIN-1	Increase personnel costs by \$30,930, operating expenses by \$21,415, and interdepartmental charges by \$12,655. Appropriate \$65,000 of Tarmann Fund Balance. Appropriated Fund balance from non-golf operations provides one-time resources to reduce the risk of golf operations ending 2020 with negative fund balance.	Approved 7-0	\$65,000	\$0	\$65,000	\$0
Parks and Land Use - Golf Fund Parks and Land Use - Tarmann Fund	Finance - Heinrich	FIN-2	Increase personnel costs by \$529,860, operating expenses by \$410,807 (including \$73,331 in depreciation expenses), and \$345,093 in interdepartmental charges. Increase charges for service revenues by \$1,188,600 and offset with retained earnings of (\$37,840) to balance the budget. Appropriate \$135,000 of Tarmann Fund Balance. Appropriated Fund balance from non-golf operations provides one-time resources to reduce the risk of golf operations ending 2020 with negative fund balance.	Approved 7-0	\$1,285,760	\$1,150,760	\$135,000	\$0
Health and Human Services - Mental Health Outpatient Clinical- General	Finance - Heinrich	FIN-3	Increase personnel costs by \$82,731 for the costs of a sunset 1.00 FTE clinical therapist with an effective start date of March 1, 2020. Increase operating expense appropriations by \$75,269 (including \$67,875 for a contracted consultant and contracted crisis stabilization workers, \$5,594 for travel-related program costs, and \$1,800 for program supplies). Increase general government revenues in the HHS-Mental Health Outpatient-Clinical budget by \$158,000 for the U.S. Department of Justice – Bureau of Justice Assistance (BJA) Justice and Mental Health Collaboration Program grant.	Approved 7-0	\$158,000	\$158,000	\$0	\$0
Capital Project	Finance - Heinrich	FIN-4	Reduce expenditures \$50,000 to reflect that capital project 202007 Administration Center First Floor Reconfiguration was not approved in the 2020-2024 capital plan. Reduce capital project fund balance \$50,000.	Approved 6-0	(\$50,000)	\$0	(\$50,000)	\$0

2020 BUDGET - COUNTY BOARD - SUMMARY OF FINANCE COMMITTEE CONSIDERATION OF PROPOSED AMENDMENTS

SUMMARY OF BUDGET AMENDMENTS - FINANCE COMMITTEE RECOMMENDED

Department - Fund	Proposing Committee/ Supervisor	Amend #	Issue Summary	Finance Committee Action	Expenditure	Revenue	Approp Fund Bal	Tax Levy
Public Works - Transportation Fund	Finance - Heinrich	FIN-5	<p>Modify 2020 Public Works Transportation Fund Transit Service Program to increase expenditures \$24,500 for the County share of increased costs for the continuation of Coach Lines Route 906 commuter transit service along the I-43 corridor between Mukwonago, Town Vernon/Big Bend and New Berlin/Muskego and downtown Milwaukee for one daily round trip, effective for six months from 1/1/2020 to 6/30/2020. This is net of a \$0.25 fare increase per trip. Weekday ridership is currently estimated at 35 passengers.</p> <p>Increase fund balance by \$24,500 as one time use of fund balance to transition route to be discontinued by June 30, 2020.</p>	Approved 5-1	\$24,500		\$24,500	
SUBTOTAL AMENDMENTS RECOMMENDED BY FINANCE COMMITTEE					\$1,483,260	\$1,308,760	\$174,500	\$0

**SUMMARY OF BUDGET AMENDMENTS - INDIVIDUAL SUPERVISOR PROPOSED
(Not Included in the Budget Proposed by the Finance Committee)**

Department - Fund	Proposing Supervisor	Amend #	Issue Summary	Committee Action	Expenditure	Revenue	Approp Fund Bal	Tax Levy
Parks and Land Use - Golf Fund	Kathleen Cummings	SUP-1	<p>Increase personnel costs by \$560,790, operating expenses by \$432,222 (including \$73,331 in depreciation expenses), and interdepartmental charges by \$357,748 in the Wanaki Golf Course budget to operate the golf course in 2020, to achieve sustained financial viability, requiring a positive cash flow for 2021, or closure occurs.</p> <p>Increase charges for service revenues \$1,188,600 in the Wanaki Golf Course budget for golf course fees, and fund balance appropriations by \$461,609 and offset with retained earnings of (\$299,449) to balance the budget. The \$461,609 satisfies the ice arena's debt to the Parks and Land Use – Golf Course Fund established as part of the Naga-Waukee Ice Arena construction as part of enrolled ordinance 149-134.</p>	Defeated 0-7	\$1,350,760	\$889,151	\$461,609	\$0

Department: Parks and Land Use
Fund: Golf Course Fund

Committee Chair: James Heinrich
Committee: Finance

I move to amend the 2020 Parks and Land Use Golf Course Fund Wanaki Program budget as follows:

Appropriate \$65,000 of Tarmann Fund Balance. Appropriated Fund balance from non-golf operations provides one-time resources to reduce the risk of golf operations ending 2020 with negative fund balance.

Increase personnel costs by \$30,930, operating expenses by \$21,415, and interdepartmental charges by \$12,655.

Amendment provides the minimum level of course maintenance to allow the course to open if leased or sold. Minimal maintenance levels do not provide for clubhouse operations or grounds keeping at a level to support play.

Amendment directs Parks and Land Use staff to either lease for golf course operations or sell Wanaki Golf Course as detailed below:

1. Decision to lease shall be made no later than February 15, 2020.
Any lease agreement executed shall be competitively bid to allow for the most favorable revenue share with the County.

Any lease agreement shall place no net expense burden on the County including the cost of lease management, clubhouse operations, course maintenance, and capital improvements.
2. If no lease offers meet minimum requirements, pursue sale for golf operations via deed restriction at no less than 80% of highest and best use value by March 31, 2020.
3. If no viable sale bid for golf use is received proceed with sale for outdoor recreation purposes at no less than 80% of highest and best use value by June 30, 2020.
4. If no viable sale bid is received for outdoor recreation purposes proceed with sale for highest and best use.

Golf Course Fund-Wanaki	County Executive	Proposed Amendment	
		Amt. Increase	County Board
<u>Wanaki Expenditures</u>			
Personnel Costs	\$25,000	\$30,930	\$55,930
Operating Expenses	\$20,500	\$21,415	\$41,915
Depreciation	\$0	\$0	\$0
Interdepartmental Charges	<u>\$22,983</u>	<u>\$12,655</u>	<u>\$35,638</u>
Total Expenditures	\$68,483	\$65,000	\$133,483
<u>Wanaki Revenues</u>			
Charges for Services	\$0	\$0	\$0
Other revenue	\$0	\$0	
Tax Levy	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total Revenues	\$0	\$0	\$0
Gain (loss)	(\$68,483)	(\$65,000)	(\$133,483)
Cash Flow	(\$68,483)	(\$65,000)	(\$133,483)
Transfer In of Fund Balance	\$0	\$65,000	\$65,000
Fund Balance Impact	(\$68,483)	\$0	(\$68,483)

Department: Parks and Land Use
Fund: Golf Course Fund
Committee Chair: Heinrich, James
Committee: Finance

I move to amend the 2020 Parks and Land Use Golf Course Fund Wanaki Program budget as follows:

Appropriate \$135,000 of Tarmann Fund Balance. Appropriated Fund balance from non-golf operations provides one-time resources to reduce the risk of golf operations ending 2020 with negative fund balance.

Increase personnel costs by \$529,860, operating expenses by \$410,807 (including \$73,331 in depreciation expenses), and \$345,093 in interdepartmental charges.

Increase charges for service revenues by \$1,188,600.

Unless an agreement to lease Wanaki for golf course operations is accepted by the County on or before February 15, 2020, this Amendment provides for county run golf course operation until November 1, 2020.

Amendment adds the following program text to the 2020 Wanaki Program budget:

Budgeted expense, revenue and appropriated fund balance provide for the operation of Wanaki in 2020. Wanaki will cease operations as a course operated by County personnel no later than November 1, 2020.

Golf Course Fund-Wanaki	County Executive	Proposed Amendment Amt. Increase	County Board
Wanaki Expenditures			
Personnel Costs	\$25,000	\$529,860	\$554,860
Operating Expenses	\$20,500	\$337,476	\$357,976
Depreciation	\$0	\$73,331	\$73,331
Interdepartmental Charges	\$22,983	\$345,093	\$368,076
Total Expenditures	\$68,483	\$1,285,760	\$1,354,243
Wanaki Revenues			
Charges for Services	\$0	\$1,188,600	\$1,188,600
Other revenue	\$0	\$0	
Tax Levy	\$0	\$0	\$0
Total Revenues	\$0	\$1,188,600	\$1,188,600
Gain (loss)	(\$68,483)	(\$97,160)	(\$165,643)
Cash Flow	(\$68,483)	(\$23,829)	(\$92,312)
Transfer In of Fund Balance	\$0	\$135,000	\$135,000
Fund Balance Impact	(\$68,483)	\$111,171	\$42,688

Department: Health and Human Services – Mental Health Outpatient-Clinical
Fund: General Fund

Committee Chair: James Heinrich
Committee: Finance

I move to amend the 2020 Health and Human Services-Mental Health Outpatient-Clinical operating budget as follows:

Increase personnel costs by \$82,731 for the costs of a sunset 1.00 FTE clinical therapist with an effective start date of March 1, 2020. The position will implement and supervise contracted crisis stabilization services, conduct assessments and crisis planning, provide clinical consultation and track data to gauge success on project outcomes.

Increase operating expense appropriations by \$75,269 (including \$67,875 for a contracted consultant and contracted crisis stabilization workers, \$5,594 for travel-related program costs, and \$1,800 for program supplies).

Increase general government revenues in the HHS-Mental Health Outpatient-Clinical budget by \$158,000 for the U.S. Department of Justice – Bureau of Justice Assistance (BJA) Justice and Mental Health Collaboration Program grant. HHS staff received grant award notification on 9/27/20. The grant period is anticipated to last until September 30, 2021, but could be eligible for another grant allocation through 2024.

Health and Human Services - Mental Health Outpatient-Clinical
 (Budget Book Page 183)

		Proposed Amendment Amount	
HHS-MH Outpatient-Clinical General Fund Budget	<u>County Executive</u>	<u>Incr. (Decr.)</u>	<u>County Board</u>
Expenditures			
Personnel Costs	\$5,223,276	\$82,731	\$5,306,007
Operating Expenses	\$5,279,216	\$75,269	\$5,354,485
Interdepartmental Charges	\$412,536	\$0	\$412,536
Total HHS-MH Outpatient-Clinical Expenditures	\$10,915,028	\$158,000	\$11,073,028
HHS-MH Outpatient-Clinical Revenues			
General Government	\$1,383,567	\$158,000	\$1,541,567
Fine/Licenses	\$348,100	\$0	\$348,100
Charges for Services	\$1,337,788	\$0	\$1,337,788
Interdepartmental	\$0	\$0	\$0
Other Revenue	\$1,735,504	\$0	\$1,735,504
Appr. Fund Balance	\$0	\$0	\$0
County Tax Levy (Credit)	\$6,110,069	\$0	\$6,110,069
Total HHS-MH Outpatient-Clinical Revenues	\$10,915,028	\$158,000	\$11,073,028

Department: Capital Projects
Fund: Capital Projects

Committee Chair: James Heinrich
Committee: Finance

I move to amend the 2020 Capital Projects budget as follows:

Reduce expenditures \$50,000 to reflect that capital project 202007 Administration Center First Floor Reconfiguration was not approved in the 2020-2024 capital plan. Reduce capital project fund balance \$50,000.

		Proposed Amendment	
Capital Projects	<u>County Executive</u>	<u>Amt. Increase</u>	<u>County Board</u>
<u>Expenditures</u>	\$27,844,700	(\$50,000)	\$27,794,700
<u>Capital Project Revenues</u>			
General Government Revenues	\$3,244,073	\$0	\$3,244,073
Borrowing	\$18,000,000	\$0	\$18,000,000
Other Revenues	\$1,239,800	\$0	\$1,239,800
Fund Balance	\$4,004,900	(\$50,000)	\$3,954,900
Tax Levy	<u>\$1,355,927</u>	<u>\$0</u>	<u>\$1,355,927</u>
Total Capital Revenues	\$27,844,700	(\$50,000)	\$27,794,700

Department: Public Works
Fund: Transportation Fund

Committee Chair: James Heinrich
Committee: Finance

I move to amend the 2020 budget as follows:

Modify 2020 Public Works Transportation Fund Transit Service Program to increase expenditures \$24,500 for the County share of increased costs for the continuation of Coach Lines Route 906 commuter transit service along the I-43 corridor between Mukwonago, Town Vernon/Big Bend and New Berlin/Muskego and downtown Milwaukee for one daily round trip, effective for six months from 1/1/2020 to 6/30/2020. This is net of a \$0.25 fare increase per trip. Weekday ridership is currently estimated at 35 passengers.

Increase fund balance by \$24,500 as one time use of fund balance to transition route to be discontinued by June 30, 2020.

		Proposed Amendment	
<u>Transit Services Transportation Fund Expenditures</u>	<u>County Executive</u>	<u>Amount Incr. (Decr.)</u>	<u>County Board</u>
Expenditures			
Personnel Costs	\$12,409	\$0	\$12,409
Operating Expenses	\$1,064,510	\$24,500	\$1,089,010
Interdepartmental Charges	\$0	\$0	\$0
Total Expenditures	\$1,076,919	\$24,500	\$1,101,419
<u>Transit Services Transportation Fund Revenues</u>			
General Government	\$0		\$0
Fine/Licenses	\$0		\$0
Charges for Services	\$0		\$0
Interdepartmental	\$0		\$0
Other Revenue	\$109,219		\$109,219
Appr. Fund Balance	\$100,000	\$24,500	\$124,500
County Tax Levy (Credit)	\$867,700		\$867,700
Total Revenues	\$1,076,919	\$24,500	\$1,101,419

Department: Parks and Land Use
Fund: Golf Course Fund, Tarmann Fund, Ice Arenas Fund

Supervisor Amendment: Kathleen Cummings & Jeremy Walz

I move to amend the 2020 Budget as follows:

WANAKI GOLF COURSE

Increase personnel costs by \$560,790, operating expenses by \$432,222 (including \$73,331 in depreciation expenses), and interdepartmental charges by \$357,748 in the Wanaki Golf Course budget to operate the golf course in 2020, to achieve sustained financial viability, requiring a positive cash flow for 2021, or closure occurs.

Increase charges for service revenues \$1,188,600 in the Wanaki Golf Course budget for golf course fees, and fund balance appropriations by \$461,609. The \$461,609 satisfies the ice arena's debt to the Parks and Land Use – Golf Course Fund established as part of the Naga-Waukee Ice Arena construction as part of enrolled ordinance 149-134.

Amendment establishes a loan from the Tarmann Fund to the Parks and Land Use – Ice Arena Fund at no interest, payable at such time that the Ice Arena's General Fund loan has been paid in full, and projections indicate that five years of principal payments can be made without exhausting Ice Arena Fund cash reserves.

Golf Course Fund Wanaki	County Executive	Proposed Amendment Amt. Increase	County Board
<u>Wanaki Expenditures</u>			
Personnel Costs	\$25,000	\$560,790	\$585,790
Operating Expenses	\$20,500	\$358,891	\$379,391
Depreciation	\$0	\$73,331	\$73,331
Interdepartmental Charges	\$22,983	\$357,748	\$380,731
Total Expenditures	\$68,483	\$1,350,760	\$1,419,243
<u>Wanaki Revenues</u>			
Charges for Services	\$0	\$1,188,600	\$1,188,600
Other revenue	\$0	\$0	
Tax Levy	\$0	\$0	\$0
Total Revenues	\$0	\$1,188,600	\$1,188,600
Gain (loss)	(\$68,483)	(\$162,160)	(\$230,643)
Cash Flow	(\$68,483)	(\$88,829)	(\$157,312)
Transfer In of Fund Balance	\$0	\$461,609	\$461,609
Fund Balance Impact	(\$68,483)	\$372,780	\$304,297

COUNTY BOARD

Establish a committee, appointed by the County Board Chair with County Board approval that has the purpose of enhancing and leveraging marketing and volunteer groups and any non-profits that may be established to assist the golf course to make Wanaki Golf Course profitable and sustainable. In addition to marketing, the committee, volunteers and groups will further leverage marketing through golf shows, celebrating the 50th Anniversary of Wanaki, marketing events, further enhancing its reputation as a community asset, establishing cooperative ventures and fundraising. Said group may also address any other issues addressing sustained financial viability of Wanaki Golf Course.

The seven member committee shall be submitted for appointment as soon as possible for a two year term and shall include:

- One citizen member with a business marketing background
- One Waukesha County Board Supervisor
- One member from the administration
- One staff member from Wanaki Golf Course
- Three members with demonstrated interest in saving Wanaki Golf Course, preferably at least one of whom represents a Wanaki women's league, and one of whom represents a men's league.