

**Minutes of Land Use, Parks and Environment (LUPE) Committee
October 3, 2017**

Chair Zimmermann called the meeting to order at 8:30 a.m. and led the committee in the Pledge of Allegiance.

Committee Members Present: Supervisors Dave Zimmermann (Chair), Bill Mitchell, Keith Hammitt, Robert Kolb (arrived @ 8:32 a.m.), Kathleen Cummings, Ted Wysocki, and Tom Schellinger.

Also Present: Legislative Policy Advisor Sarah Spaeth, Senior Financial Budget Analyst Steven Trimborn, Senior Financial Analyst Mark Yatchak, Deputy Register of Deeds Beth Zimmerman, Register of Deeds James Behrend, Senior Financial Analyst Robert Dunn, Parks and Land Use Director Dale Shaver, Business Manager Peter Mudek, Land Resources Manager Perry Lindquist, Land Information Systems Manager Don Dittmar, Park Systems Manager Duane Grimm, Planning and Zoning Manager Jason Fruth, Park Systems Manager Steven Brunner, Supervisor Darlene Johnson, Senior Financial Budget Analyst Clara Daniels, Land Information Systems Analyst William Cozzens, Senior Conservation Specialist Alan Barrows, and Senior Planner Amy Barrows. Minutes Recorded by Beth Schwartz, County Board Office.

Approve Minutes of September 19, 2016

MOTION: Wysocki moved, second by Hammitt to approve the minutes of September 19, 2017. Motion carried 6-0.

Supervisor Kolb arrived at 8:32 a.m.

Executive Committee Report of October 2, 2017

Zimmermann highlighted the items discussed at the Executive Committee meeting including the 2018 budgets for Non-Departmental and Bridges Library System and the Resolution to adopt the five year Capital Projects Plan.

Future Meeting Date: October 17, 2017

Future Agenda Item: Explain Land Information Systems update to Datum system (Shaver & SEWRPC)

Discuss and Consider the 2018 Operating Budget for the Register of Deeds

Behrend, Dunn and Zimmerman discussed the 2018 operating budget for the Register of Deeds Office including the financial and positions summaries, capital projects, strategic outcomes and objectives, program highlights, and activity data. Total all funds revenues and expenditures are budgeted at \$1,361,199, an increase of \$39,467 or 3.0% from the adopted 2017 budget. The County tax levy is \$2,065,301 an increased credit of \$76,000. The positions summary shows a decrease of .06 for a total of 16.66 full-time equivalent positions. Operating expenditures set to decrease include reduction in land records system software support costs, and in computer maintenance and replacement charges partially offset by increased record storage and retrieval charges. Other increased expenses include replacing archival plat/map envelopes and copy/duplicate fees. Zimmermann asked for the budget highlight to include the offset numbers reflected in the detailed budget. No major concerns were voiced pertaining to this budget.

MOTION: Hammitt moved, second by Kolb to approve the 2018 budget for the Register of Deeds Office. Motion carried 7-0.

Discuss and Consider the 2018 Operating Budget for the Department of Parks and Land Use

Shaver and Mudek discussed the 2018 operating budget for the Department of Parks and Land Use including the financial and positions summaries, capital projects, strategic outcomes and objectives, program highlights, and activity data. Total all funds revenues are budgeted at \$18,215,750, an increase of \$483,795 or 2.7% from the adopted 2017 budget. The County tax levy is \$6,999,010, a decrease of -\$35,000 or -0.5%. Total expenditures are budgeted at \$24,798,313, an increase of \$209,299 or 0.9%. The positions summary shows a decrease of 1.25

for a total of 174.93 full-time equivalent positions. Expected revenue increases include the new Retzer Nature Center electronic media environmental education station, the Safe Drinking Water Act grant to promote education and outreach for lead in water testing, the Strategic Initiative Grants to convert the public land survey control system to a National Geodetic Survey reference base, and service charges. Revenues also include the Radon Grant and grants for Aquatic Invasive Species (AIS) program, State Recycling Efficiency Initiative (REI), hazardous waste disposal, snowmobile, and conservation. The HOME and CDBG programs will see an operating expense decrease partially offset with increase in program income grant expenditures. An expected operating expense increase is the implementation of credit card processing in the parks. General fund balance is appropriated for the three year maintenance and projects plan, Brownfield Recycling Initiative, Expo Center chair and table replacements, and planetarium's new equipment maintenance. The department is evaluating the expansion of private concessionaires in the parks in 2018, which includes the rentals of items like bikes, kayaks, paddle boats, pop-up beer gardens and food offerings. No major concerns were voiced pertaining to this budget.

MOTION: Hammitt moved, second by Kolb to approve the 2018 budget for the Department of Parks and Land Use. Motion carried 7-0.

Legislative Update

Spaeth reported that the bill for plans for supervised release, representation of and making an appropriation for sexually violent persons had language added by Joint Finance, but that language was vetoed by the Governor. Since part of that language put responsibility on the County for finding homes after release where they were released instead of where they committed the crime, the veto was a positive result. However, it has been introduced as a bill to the same effect and Spaeth will be speaking with legislators about issues with taking on this responsibility. After much shifting around the Governor placed car killed deer funding with the Department of Transportation (DOT) but didn't fund it and labeled it as routine maintenance. Public Works Director Allison Bussler will be speaking with the DOT about how it will work going forward. The federal swap bill will not be implemented without putting pressure on the DOT. Spaeth will work with Shawn Lundie, Chief of Staff to the County Executive, to push the County's legislative policy priorities like Dark Store before the Assembly is done in January 2018. With the Senate's session ending shortly into 2018 there will be a rush of activity at the end. There is tension to work through in both houses because of the long and tenuous budget process. Zimmermann asked who picks up deer on highways now. Spaeth said there is a contract for service and the contractors will continue picking them up for the time being. Mitchell asked for more details regarding the bill for minors to work as lifeguards.

Before adjourning, Trimborn commented on the offset caused by server migration not mentioned in the Register of Deeds budget highlight that Zimmermann wanted added. He assured he would update the budget highlight to reflect the accurate figures.

MOTION: Wysocki moved, second by Cummings to adjourn the meeting at 11:25 a.m. Motion carried 7-0.

Respectfully submitted,

Keith Hammitt
Secretary