

Minutes of the Finance Committee

Tuesday, October 9, 2018

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

Present: Supervisors Jim Heinrich, Duane Paulson, Tom Michalski, Tyler Foti, Richard Morris, and Ted Wysocki. **Absent:** Tim Dondlinger.

Also Present: Chief of Staff Mark Mader, Executive Committee Chair Paul Decker, UW-Extension Director Jerry Braatz, Federated Library (Bridges) Director Connie Meyer, Land Use Committee Vice Chair Keith Hammitt, Register of Deeds Jim Behrend, Deputy Register of Deeds Beth Zimmermann, Parks & Land Use Director Dale Shaver, Business Manager Peter Mudek, Judiciary Committee Chair Peter Wolff, Medical Examiner Dr. Lynda Biedrzycki, Office Services Coordinator Nicole Bauer, Public Works Committee Chair Dave Swan, Public Works Director Allison Bussler, Airport Manager Kurt Stanich, Waukesha Metro Transit Manager Brian Engelking, Senior Financial Analyst Rhiannon Cupkie, Wisconsin Coach Lines President Tom Dieckelman, Waukesha Metro Finance Director Kari Bloedow, Highway Operations Manager Bob Rauchle, Fleet Manager Tom Zembruski, Facilities Manager Shane Waeghe, Senior Engineering Technician Jason Mayer, Budget Management Specialist Bill Duckwitz, Budget Manager Linda Witkowski, and Senior Financial Analysts Steven Trimborn, Mark Yatchak, Clara Daniels, and Rob Dunn.

Schedule Next Meeting Date(s)

- October 10 and 17

Discuss and Consider 2019 Operating Budgets for the Following Departments:

UW-Extension

Braatz discussed the proposed 2019 operating budget for UW-Extension as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, program highlights, and activities. Both revenues and expenditures total \$455,661 – a decrease of \$5,416 or 1.2% from the adopted 2018 budget. The County tax levy totals \$346,763 – a zero increase. The number of full-time equivalent positions remains unchanged at 2.70. No major concerns were raised.

MOTION: Wysocki moved, second by Morris to tentatively approve the 2019 UW-Extension budget. Motion carried 6-0.

Bridges Federated Library System

Meyer discussed the proposed 2019 operating budget for the Bridges Federated Library System as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, program highlights, and activities. Revenues total \$2,346,321 – an increase of \$119,269 or 5.4% from the adopted 2018 budget. The County tax levy totals \$3,523,524 – an increase of \$23,400 or 0.7%. Expenditures total \$5,855,275 – an increase of \$141,099 or 2.5%. The number of FTE positions increased 0.13 for a total of 6.63. No major concerns were raised.

MOTION: Michalski moved, second by Foti to tentatively approve the 2019 Bridges Federated Library System budget. Motion carried 6-0.

Discuss and Consider 2019 Operating Budgets for the Following Departments:

Register of Deeds

Behrend, Zimmermann, and Dunn discussed the proposed 2019 operating budget for the Register of Deeds 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 \$1,360,309 – a decrease of \$890 or 0.1% from the adopted 2018 budget. The County tax levy line item shows a credit of \$2,064,751 – an increase of \$550. The number of positions remains unchanged at 16.66 full-time equivalent (FTE) positions. No major concerns were voiced.

MOTION: Wysocki moved, second by Paulson to tentatively approve the 2019 operating budget for the Register of Deeds reflecting the technical revisions made by the Land Use Committee. Motion carried 6-0.

Parks & Land Use

Shaver and Mudek discussed the proposed 2019 operating budget for the Department of Parks and Land Use as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, program highlights, and activities. Total all funds, revenues total \$20,582,781 – an increase of \$2,367,031 or 13.0% from the adopted 2018 budget. The County tax levy totals \$7,024,010 – an increase of \$25,000 or 0.4%. Expenditures total \$27,310,146 – an increase of \$2,511,833 or 10.1%. The number of FTE positions decreased 1.78 for a total of 173.15. No major concerns were voiced.

MOTION: Paulson moved, second by Morris to tentatively approve the 2019 operating budget for the Department of Parks and Land Use. Motion carried 6-0.

Discuss and Consider the 2019 Operating Budget for the Medical Examiner's Office

Biedrzycki and Bauer discussed the proposed 2019 operating budget for the Medical Examiner's 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 \$2,441,346 – an increase of \$156,581 or 6.9% from the 2018 adopted budget. The County tax levy totals \$1,035,610 – an increase of \$30,000 or 3.0%. The number of FTE positions increased 0.36 for a total of 17.11. No major concerns were voiced.

MOTION: Wysocki moved, second by Morris to tentatively approve the 2019 budget for the Medical Examiner's Office. Motion carried 6-0.

Discuss and Consider the 2019 Operating Budget for the Public Works Department

Bussler and staff discussed the 2019 proposed operating budget for the Public Works Department as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, program highlights, and activities. All funds, department-wide, revenues total \$21,938,900 – an increase of \$498,542 or 2.3% from the adopted 2018 budget. The County tax levy totals \$11,249,428 – an increase of \$70,000 or 0.6%. Expenditures total \$32,957,417 – an increase of \$529,280 or 1.6%. The number of FTE positions decreased 1.36 for a total of 143.85.

MOTION: Morris moved, second by Paulson to approve tentatively the 2019 budget for the Public Works Department. Motion carried 6-0.

MOTION: Morris moved, second by Michalski to adjourn at 3:25 p.m. Motion carried 6-0.

Respectfully submitted,

Thomas A. Michalski

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Secretary