

## **Minutes of the Finance Committee**

**Wednesday, April 19, 2017**

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

**Present:** Supervisors Jim Heinrich, Tom Michalski, Richard Morris, Duane Paulson, Ted Wysocki, and Steve Whittow. Tim Dondlinger arrived at 8:17 a.m.

**Also Present:** Chief of Staff Mark Mader, Legislative Policy Advisor Sarah Spaeth, Parks System Manager Steve Brunner, Treasurer Pam Reeves, Deputy Treasurer Terry Schultz, Collections & Business Services Manager Andy Thelke, Corporation Counsel Erik Weidig, Budget Management Specialist Bill Duckwitz, County Board Chair Paul Decker, and Airport Manager Kurt Stanich. Recorded by Mary Pedersen, County Board Office.

### **Approve Minutes of March 22**

MOTION: Paulson moved, second by Michalski to approve the minutes of March 22. Motion carried 6-0.

### **Next Meeting Date**

- April 25 (6:15 p.m.)

Dondlinger arrived at 8:17 a.m.

### **Chair's Executive Committee Report of April 17**

Heinrich said the Executive Committee, at their last meeting, reviewed the Circuit Courts operations audit including the annual accounting of guardianships, approved five appointments, heard updates on the Regional Transit Leadership Council Executive Committee and Wisconsin Workforce Development Association Board, and heard standing committee reports.

### **Contract Procurement Process for Architectural & Engineering Services for Pavement Management**

Brunner advised this three-year contract was awarded to Ruekert & Mielke, Inc., the highest rated proposer, for a total contract cost of \$118,946. The first year budgeted amount is \$600,000 which also includes construction costs. Eleven contractors submitted RFPs for consideration and of those, two were interviewed.

MOTION: Wysocki moved, second by Dondlinger to approve the contract procurement process for architectural and engineering services for pavement management. Motion carried 7-0.

### **Annual Report of the Treasurer's Office**

Reeves and Schultz discussed this report as outlined which included information on total receipts and disbursements, investment account balances, 2015 roll collected in 2016 per municipality, tax deed properties sold in 2016, agricultural land-use conversions, parcel counts, and property taxes per municipality.

MOTION: Wysocki moved, second by Dondlinger to accept the Annual Report of the Treasurer's Office. Motion carried 7-0.

### **Proprietary Funds Year-End Report**

Thelke discussed this report as outlined for the County's enterprise and internal service funds. Those funds that showed a net income at year-end were the Naga-Waukee Golf Course (\$188,818); Materials Recycling (\$344,897); Vehicle/Equipment Replacement (\$590,900); Radio Services (\$72,176); Records Management (\$63,337); Health Insurance (\$663,050); and Collections (\$47,303). Those funds that showed a net income loss were the Wanaki Golf Course (-\$135,402); Moor Downs Golf Course (-\$2,855); Naga-Waukee Ice Arena (-\$73,100); Eble Park Ice Arena (-\$93,583); Airport (-\$145,997); Central Fleet (-\$45,128); Communications (-\$30,976); and End User Technology (-\$295,135). The Risk Management/Workers Compensation fund will be reviewed at a future meeting.

Wysocki referred to those enterprise operations that typically end up in the red each year and felt it was important they at least break even. Whittow said it's a balancing act between cost and a quality of life issue. There is no easy solution. Mader recommended Wysocki speak with Parks & Land Use Director Dale Shaver for more information. Mader said whether it's Moor Downs or Wanaki, when you factor in indirect expenses, they are close to break even. Closing the courses would result in protests, as seen in the past, and there would be depreciation and other expenses.

MOTION: Michalski moved, second by Morris to accept the Year-End Report on Proprietary Funds. Motion carried 7-0.

### **Ordinance 171-O-094: Authorization For The Waukesha County Airport/Crites Field To Charge Special Event Fees For All Transient Aircraft Utilizing The Waukesha County/Crites Field Airport For Special Events**

Stanich discussed this ordinance which authorizes the airport to charge special event fees and the Airport Operations Commission to set and amend the special event fee schedules from time to time. Additional traffic volume at the airport, resulting from special events, will increase airport operating expenses (e.g., staff time, grounds maintenance) and charging special event fees will help cover these costs.

Stanich advised the Erin Hills Golf Course will host the United States Golf Association (USGA) U.S. Open Championship in June. Staff plan to propose a fee schedule for approval by the Airport Operations Commission based on aircraft weight (heavier aircraft using more of the runway and causing more wear-and-tear). The fee will be charged only to transient aircraft using the airport for the event. Based on aircraft traffic from PGA events held at similar airports, staff estimate that this special event fee will generate between \$20,000 and \$25,000.

This ordinance does not appropriate any additional expenditure authority because additional staff time and grounds maintenance are already included or will be absorbed within the 2017 operating budget. The additional revenues received from this event will lapse to Airport Fund balance which will be available for future airport capital projects (contingent upon approval of the County Board). This ordinance results in no additional direct tax levy impact.

Heinrich had concerns there is no definition of what a special event is. Stanich referred to the ordinance and said a special event is something that significantly increases airport operations such

as air traffic control services. During the golf event, the airport will be open one hour earlier and two hours later than normal to accommodate the additional runway traffic. He estimates airplanes will be landing every two minutes. Wysocki said he could not support this ordinance due to a lack of a definition for special events and how fees will be assessed and increased. Mader noted that other County departments are able to set and increase fees without County Board involvement. Morris said he was comfortable with the way the ordinance is written and if we do not pass it, the airport will lose the revenue while being burdened with the additional runway traffic. Whittow says he trusts airport management and the commission and was also comfortable with the ordinance. Paulson said he may propose an amendment on the board floor to add a sunset clause so the definition can be revisited.

MOTION: Morris moved, second by Dondlinger to approve Ordinance 171-O-094. Motion carried 6-1. Wysocki voted no.

### **State Legislative Update**

Spaeth gave an update on current activities by the state legislature including bills pertaining to recount reform and advertising on bus shelters. Regarding the budget, hearings should be finished this week and voting will begin early May. Spaeth indicated the Joint Finance Committee (JFC) removed all policy items from the budget. According to the JFC chair, one item that benefitted the County will be put back into the budget at the end. The JFC decided not to use to the Governor Walker's budget for transportation and instead of amending what he proposed, they will start with a blank slate. It would seem, in meeting with legislators, that the personal property tax will be repealed and be part of the budget. For Waukesha County, this equals a \$2.2 million hit and we are asking that if it is repealed, that it be phased out over a long period. It sounds as though all of our legislators are in favor of the swap bill and it will likely be included in the budget.

MOTION: Dondlinger moved, second by Paulson to adjourn at 10:22 a.m. Motion carried 7-0.

Respectfully submitted,

Thomas A. Michalski  
Secretary