

**Minutes of Land Use, Parks and Environment (LUPE) Committee
October 4, 2016**

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, Kathleen Cummings (arrived at 9:15 am), and Ted Wysocki. **Absent:** 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 Zimmermann, 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, and Community Development Coordinator Kristin Silva. Minutes Recorded by Beth Schwartz, County Board Office.

Approve Minutes of September 20, 2016

MOTION: Wysocki moved, second by Mitchell, to approve the minutes of September 20, 2016. Motion carried 5-0.

Executive Committee Report of October 3, 2016

Zimmermann highlighted the following items discussed at the Executive Committee meeting:

- Discussed and considered 2017 budgets for Non-Departmental, Bridges Library System, and UW-Extension Office.
- Heard an update on the Waukesha County Center for Growth
- Considered Resolution 171-R-001: Adopt Five-Year Capital Projects Plan

Future Meeting Date

- October 18, 2016

Discuss and Consider the 2017 Operating Budget for the Register of Deeds

Dunn and Zimmerman discussed the 2017 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. Both revenues and expenditures total \$1,321,732, a decrease of \$16,077 or -1.2% from the adopted 2016 budget. The County tax levy is a credit of \$1,989,301, a zero change. The positions summary shows a decrease of 0.98, for a total of 16.72 full-time equivalent positions. No major concerns were voiced pertaining to this budget.

MOTION: Hammitt moved, second by Wysocki to approve the 2017 budget for the Register of Deeds office. Motion carried 5-0.

Supervisor Cummings arrived to the meeting at 9:15 a.m.

Discuss and Consider the 2017 Operating Budget for the Department of Parks and Land Use

Shaver and Mudek discussed the 2017 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 17,731,955, a decrease of \$421,278 or -2.3% from the adopted 2016 budget. The County tax levy totals \$7,134,010, a decrease of \$95,000 or -1.3%. Expenditures are budgeted at \$24,689,014, a decrease of \$699,397 or -2.8%. The positions summary shows an increase of 1.16 for a total of 176.18 full-time equivalent positions. Decreased personnel costs include the cost to continue staffing levels, as well as extra help hourly rates being increased to help maintain competitive wages, which is more than offset by a slight reduction in extra help hours, staff turnover and changes in health plan selection. New for 2017, Park Entrance Annual Stickers will be sold as Regular or Senior which will replace the previous six different types of park entrance stickers used, eliminating the need to determine allocations for the six and reduce administrative efforts to monitor sticker inventories. No major concerns were voiced pertaining to this budget.

MOTION: Wysocki moved, second by Kolb to approve the 2017 budget for the Department of Parks and Land Use. Motion carried 6-0.

MOTION: Wysocki moved, second by Hammitt to adjourn the meeting at 11:32 a.m. Motion carried 6-0.

Respectfully submitted,

Keith Hammitt
Secretary