



MINUTES
EXECUTIVE COMMITTEE
SPECIAL BUDGET MEETING
WEDNESDAY, OCTOBER 5, 2022 – 10:30 AM
ADMINISTRATION CENTER - AUDITORIUM
121 W MAIN STREET, PORT WASHINGTON, WI 53074

1. CALL TO ORDER

A special budget meeting of the Executive Committee was held in the auditorium at the Administration Center.

Attendee Name	Title	Status	Arrived
L. Schlenvogt	Chairperson	Present	
P. Melotik	Vice-Chairperson	Present	
M. Wolf	Supervisor District 11	Present	
R. Nelson	Supervisor District 6	Present	
R. Holyoke	Supervisor District 22	Present	
D. Irish	Supervisor District 17	Present	

Staff present: County Administrator Dzwinel, Budget Manager Balke, Policy & Budget Analyst Wittek, Finance Director McMahon, Assistant Finance Director Pezanoski, Human Resources Director McDonell, DOA Intern Snyder, and County Clerk Winkelhorst.

Others present: Supervisor Richart.

2. PLEDGE OF ALLEGIANCE

Chairperson Schlenvogt called the meeting to order at 10:33 AM.

3. PROPER NOTICE

The Clerk noticed the meeting as required.

4. PUBLIC COMMENT

There was none.

5. BUDGET OVERVIEW & WORKING LUNCH

Mr. Dzwinel requested the committee review Corporation Counsel's Budget first to accommodate Ms. Gorden. There were no objections.

Mr. Balke reviewed the highlights included in the Recommended Budget for the individual departments.

Chairperson Schlenvogt reverted to the order of agenda beginning with the review of the overall Recommended Budget by Mr. Dzwinel.

Four areas of focus are surplus, staff, stability, and sales tax.

Budget contains a 2023 estimate of \$11.2 Million for sales tax based on staff projections. Wisconsin Counties Association estimates \$11.338 Million based on collections year to date. The surplus of \$138,607 of sales tax revenue is available for Expansion Requests.

The Property Tax Levy of \$21,148,434, an increase of \$390,000, is what is available

under the levy limits. An increase of \$500,000 to the property tax levy is expected due to the County assuming the dispatching services from the City of Mequon.

3% Cost of Living Allocation (COLA) and 5.5% increase in health insurance assumed in the Budget.

Debt payments remain the same.

Review of Expansion Requests.

6. DISCUSSION ITEMS:

a. Review of County Administrator's 2023 Proposed Budget

1. Finance Committee Departments

Corporation Counsel and Child Support

Corporation Counsel Gorden joined the meeting.

Increase in expenses due to Salary & Benefits. There are no expansion requests.

County Board/County Clerk

Increase in tax levy to account for the compensation and related County Board expenses.

County Clerk decrease in expenses due to two-election year cycle. There are no expansion requests.

County Treasurer

Increase in expenditures mostly due to Salary & Benefits, offset slightly by some revenue increases. There are no expansion requests.

General Fund

Review of revenue sources.

Information Technology & Radio Services

Levy increase due to higher costs in Purchased Services. \$90,000 in CIP expenses for special IT and Radio needs.

Department of Administration

County Administrator

Human Resources

Finance

A portion of County Administrator salary moved from IT to General Fund. Interns, previously unbudgeted, included in salaries. Salaries & Benefit increases.

Credit Card revenue budgeted at \$120,000.

2. Health & Human Services Committee Departments

Lasata Senior Living CampusLasata Care CenterLasata CrossingsLasata Heights

Campus Finance & Reimbursement Manager Kuemmerlein and Lasata Senior Living Campus Administrator Brown joined the meeting remotely.

There is no tax levy assumed for the campus. Focusing on campus wide services.

Ms. Kuemmerlein explained the proposed expectation in census and staff changes.

11:24 AM Supervisor Irish excused.

Public Health

Public Health Director Buechler joined the meeting.

Ms. Buechler reviewed the changes in staffing. One expansion request to upgrade a position and to change the title. There is still COVID funding to offset some of the needs of the department.

Veterans' Services

Increase in tax levy for the part-time support position that was increased to full-time by the County Board.

Human Services

Human Services Director Drake and Business Manager Mueller joined the meeting.

Human Services combined with Aging holds tax levy flat. ADRC does not use tax levy.

Ms. Drake spoke to the expansion request for one new Adult Protective Services position.

3. Natural Resources Committee Departments

Register of DeedsLand Information

Deputy Register of Deeds VanEimeren joined the meeting.

The increased levy reduction amount is due to an active real estate market. There were no expansion requests.

12:04 PM Recess

12:52 PM Reconvene

Land & Water Management

Land & Water Coordinator Schramm and Sanitation & Zoning Coordinator Pfister joined the meeting.

Increase due to Salaries and Benefits. Two expansion requests for Scanning &

Indexing of Sanitation and Zoning Permits and Survey Equipment - Trimble R12i GNNS were not included and should be requested during the capital funding process.

Mr. Pfister requested funding of \$13, 734 for additional survey equipment which can be offset entirely by increased fees. If fees are increased as suggested, this could yield an additional \$20,000 of revenue. The equipment could also incur another \$21,000 in revenue for recurring lease for sanitation and zoning.

This survey equipment is independent of the survey equipment included in the expansion request.

Planning & Parks

Planning & Parks Director Struck joined the meeting.

Operating expenses remain flat. The increase is entirely in Salaries & Benefits with \$120,000 for the three full-time caretaker positions approved in 2022. The rest is for the regular increase in Salaries & Benefits. There are no expansion requests.

Mr. Struck spoke to the phasing in of the full-time caretakers at Waubedonia, Mee-Kwon, and Virmond Parks.

Golf courses remain off the levy. Salary and supply increases.

UW Extension

UW Extension Director Sarkady joined the meeting.

Tax levy decrease of \$21,000 in Salaries & Benefits. There are no expansion requests.

4. Public Safety Committee Departments

Clerk of Courts

Clerk of Circuit Court M. Mueller, Chief Deputy Clerk of Circuit Court C. Mueller, and Controller Mihalko joined the meeting.

Increases in Salaries & Benefits and decrease in revenue due to reductions in interest income and Public Charges for Services. Two expansion requests included.

Ms. Mueller spoke to the expansion requests for the Register in Probate position and the Collections Clerk position.

Sheriff

Sheriff Johnson, Undersheriff Knowles and Business Services Manager Nelson joined the meeting.

Increase in budget due to Salaries & Benefits and Purchased Services.

Sheriff Johnson spoke to the five expansion requests: Dispatch Manager, four (4) to nine (9) Dispatchers, Behavioral Health Deputy, two (2) Third Shift Patrol Deputies, and to change Jailors to Protected WRS Status. The expansion requests are not

included in the Recommended Budget.

District Attorney

Office Services Supervisor Marx joined the meeting.

Increase in tax levy due to Salaries & Benefits. An additional expense of \$6,500 was included for a software system.

Medical Examiner

Increase in tax levy due to the change in structure from Coroner to Medical Examiner. No expansion requests.

2:27 PM Recess

2:37 PM Reconvene

5. Public Works Committee Departments

Facilities - Administration Center

Public Works Director Edgren, Building Superintendents Tackes and Hicks joined the meeting.

Increase in tax levy due to Salaries & Benefits and Purchased Services. There are no expansion requests.

Facilities - Justice Center and Advocates

Fairgrounds

Budget remains flat. There are no expansion requests.

Highways

Public Works Director Edgren, Highway Financial Analyst Dzwinel, and Construction Superintendent Guettel joined the meeting.

Budget remains flat.

Mr. Edgren spoke to the expansion request for an additional Equipment Operator.

Transit

Reduction in tax levy is a result of expected CARES funding to the department.

Mr. Edgren spoke to the expansion request for a Transit Analyst position.

b. *Review of 2023 Proposed Budget Expansion Requests, Staff Analysis, and Budget Amendments*

Discussion on Not for Profit Grants

Four grantees requested different amounts than were in the Budget:

Youth Apprenticeship requested \$5,000 less.

SE Regional Planning Commission requested \$3,915 less.

Ozaukee County Tourism requested additional \$5,000.

SE Wisconsin Railroad Consortium requested additional \$5,000.

Supervisor Wolf suggested increasing the budget by \$1,085 to provide the additional amounts requested.

Discussion on submittal of financial reports from the SE Wisconsin Railroad Consortium and financial reports from 2021 from Advocates.

Discussion on Expansion Requests

\$138,607 in additional sales tax revenue has been identified to be available for the Expansion Requests. Mr. Dzwinel's recommendation is to cautiously use these funds, if at all.

The Septic Survey equipment will have offsetting revenues, but is dependent upon the Natural Resources Committee approving an increase in fees.

7. ACTION ITEMS:

a. Executive Committee 2023 Budget Expansion Requests

Supervisor Wolf proposes to consider the Septic Survey equipment \$14,000; Transit Analyst position \$15,000; Adult Protected Services position \$90,000; Dispatch Manager \$93,000 and Dispatch positions \$325,000.

The Dispatch Manager \$93,000 and Dispatch positions \$325,000 would be considered assumed services for Mequon Dispatch.

Sales tax revenue projection would be increased by \$16,085 to balance the Expansion Requests without the Dispatch Manager and Dispatch positions.

b. Adoption of Executive Committee's 2023 Proposed Budget Recommendations to the County Board

Motion to approve the Ozaukee County 2023 Proposed Budget as presented by County Administrator Dzwinel with the amendments as outlined below:

AMENDMENTS	
Tourism	\$5,000
Southeast WI RR	\$5,000
Youth Apprenticeship	\$ (5,000.00)
SEWRPC	\$ (3,915.00)
Septic Survey Equipment	\$ 14,000.00
Septic Survey Equipment Revenue	\$ (14,000.00)
Dispatch Manager	\$ 93,000.00
Transit Analyst	\$ 15,000.00
Adult Protected Services Position	\$ 90,000.00
Adult Protected Services Position Revenue	\$ (90,000.00)
New Dispatch Positions	\$ 325,000.00
Sales Tax Revenue	\$ (16,085.00)
SUM OF EXECUTIVE COMMITTEE AMENDMENTS	\$418,000
Assumed Services for Mequon Dispatch	\$ 93,000.00
Assumed Services for Mequon Dispatch	\$ 325,000.00

Impact to Net New Construction	\$ -
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	2022	2023	\$ Incr/(Decr) 2022-2023	% Incr/(Decr) 2022-2023
Total Tax Levy	\$21,428,174	\$22,280,401	\$852,227	3.98%
County Tax Levy	\$20,758,332	\$21,566,432	\$808,100	3.89%
Library Levy	\$669,842	\$713,969	\$44,127	6.59%
Total Tax Rate	\$1.7605	\$1.6448	-\$0.1157	-6.57%
County Tax Rate	\$1.4990	\$1.3962	-\$0.1028	-6.86%
Library Rate	\$0.2615	\$0.2486	-\$0.0129	-4.93%

The 2023 Proposed Budget as recommended by the Executive Committee will move forward to the County Board for final action.

EXECUTIVE COMMITTEE

RESULT: **APPROVED [UNANIMOUS]**

MOVER: M. Wolf, Supervisor District 11

SECONDER: R. Holyoke, Supervisor District 22

AYES: Schlenvogt, Melotik, Wolf, Nelson, Holyoke

EXCUSED: Irish

8. ADJOURNMENT

Motion made by Supervisor Nelson, seconded by Supervisor Wolf to adjourn. Motion carried. Meeting adjourned at 4:02 PM.

Julianne B. Winkelhorst, County Clerk