

Minutes of the Public Works Committee

Thursday, September 27, 2018

Chair Swan called the meeting to order at 8:30 a.m.

Present: Supervisors Dave Swan, Keith Hammitt, Darlene Johnson, Jennifer Grant, Richard Morris, and Tom Schellinger. **Absent:** Steve Whittow.

Also Present: Legislative Policy Advisor Sarah Spaeth, Waukesha Metro Transit Manager Brian Engelking, Director of Public Works Allison Bussler, Senior Financial Analyst Rhiannon Cupkie, Wisconsin Coach Lines President Tom Dieckelman, Airport Manager Kurt Stanich, Waukesha Metro Finance Director Kari Bloedow, Highway Operations Manager Bob Rauchle, Fleet Manager Tom Zembruski, Engineering Services Manager Carolynn Gellings, Facilities Manager Shane Waeghe, Budget Management Specialist Bill Duckwitz, Budget Manager Linda Witkowski, Departmental Secretary Tony Di Frances, and Senior Fiscal Specialist Dawn Pickart.

Approve Minutes of September 13, 2018

MOTION: Hammitt moved, second by Schellinger to approve the minutes of September 13. Motion carried 6-0.

Executive Committee Report of September 17, 2018

Swan advised the Executive Committee approved the 2019-2023 Capital Projects plan, two appointments, and one ordinance.

Future Meeting Date

- October 11, 2018

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.

To answer Grant's question, Duckwitz said the Airport fund balance is \$1.1 million. Grant asked why we do not use fund balance to eliminate the need for tax levy. Bussler and Witkowski went on to explain how the fund balance is used and the risks associated with drawing it down.

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

MOTION: Hammitt moved, second by Schellinger to adjourn at 11:07 a.m. Motion carried 6-0.

Respectfully submitted,

Darlene M. Johnson

Darlene M. Johnson
Secretary