



MINUTES
EXECUTIVE COMMITTEE
SPECIAL BUDGET MEETING
WEDNESDAY, OCTOBER 4, 2023 – 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	Excused	
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 (10:34 AM), Assistant Finance Director Pezanoski, Human Resources Director McDonell, DOA Intern Ulch, and County Clerk Niemuth.

Others present: Supervisors Foy and Richart.

2. PLEDGE OF ALLEGIANCE

Chairperson Schlenvogt called the meeting to order at 10:30 AM.

Committee members, staff and guests stood and recited the Pledge of Allegiance to the Flag.

3. PROPER NOTICE

The Clerk noticed the meeting as required.

4. PUBLIC COMMENT

There were none.

5. BUDGET OVERVIEW & WORKING LUNCH

1. 2024 County Administrator's Proposed Budget

Mr. Dzwinel reviewed the highlights included in the Recommended Budget:

Three areas of focus are new revenues, a successful five-year blueprint, and a stable future.

Wisconsin Act 12 increased the Ozaukee County shared revenue by \$787,727. This revenue must be expended on law enforcement, fire protection, emergency medical services, emergency response communications, public works, circuit courts, and/or transportation.

10:34 AM Finance Director McMahon joined the meeting.

The five-year blueprint from 2018 highlights holding the debt levy flat and funding nearly \$2,700,000 in technology upgrade projects, security enhancements, and a County wide wage study.

Ozaukee County continues to see growth in the general fund and is in a stable financial position.

The budget recommendation increases the county property tax levy 1.8% from 2023. The dollar increase totals \$381,516.

3% Cost of Living Allocation (COLA) assumed in the budget and a 5% increase in insurance premiums.

The Net New Construction is \$323,000.

Review of Expansion Requests.

6. DISCUSSION ITEMS:

a. *Review of County Administrator's 2024 Proposed Budget*

1. Finance Committee Departments

General Fund

Review of revenue sources.

Department of Administration

County Administrator

Human Resources

Finance

Credit Card revenue is budgeted at \$120,000.

Two expansion requests in Human Resources; HR Coordinator and an increase in the Tuition Reimbursement Program.

Corporation Counsel and Child Support

Corporation Counsel Gordon and Assistant Corporation Counsel / Child Support Director Kluessendorf joined the meeting.

Child Support revenue was increased by \$50,000 due to higher realized revenue.

Two expansion requests for a New Child Support Administrator Position and an Upgrade to Child Support Legal Assistant.

County Board/County Clerk

Increase in expenses due to election cycle. There are no expansion requests.

County Treasurer

County Treasurer Tretow and Deputy Treasurer Morano joined the meeting.

Increase in expenditures mostly due to Salaries and Benefits; offset slightly by some revenue increases. There are no expansion requests.

2. Health & Human Services Committee Departments

Human Services

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

Human Services holds tax levy flat.

The Adult Services program is transferring from the Behavioral Health Division (in the Human Services Fund) into the Aging Services Fund; moving tax levy from Human Services Fund into the Aging Services Fund. The ADRC Fund does not use tax levy.

Ms. Drake spoke to the expansion request for one new position and two upgrades; all supported with revenues.

Lasata Senior Living Campus

Lasata Care Center

Lasata Crossings

Lasata Heights

Campus Finance and Reimbursement Manager Kuemmerlein joined the meeting.

The Lasata Senior Living Campus does not use tax levy and is balanced.

Lasata is requesting a change from CNA to Hospitality Aide. The estimated impact is \$75,000 covered by the department's fees for services already built into the budget.

Public Health

Public Health Director Buechler joined the meeting.

Public Health holds tax levy flat. One expansion request to change the title of Contract Tracing Coordinator to Disease Intervention Specialist and change the position from grant-funded temp to full-time.

Veterans' Services

Increase in tax levy due to expenditure increases. There are no expansion requests.

11:50 AM Recess

12:33 PM Reconvene. Supervisor Irish out of attendance.

3. Natural Resources Committee Departments

Register of Deeds

Land Information

Deputy Register of Deeds Van Eimeren and Office Assistant Laurin joined the meeting.

Decrease in tax levy due to increasing expenditures.

There are no expansion requests.

UW Extension

UW Extension Director Sarkady joined the meeting.

Tax levy increases slightly in Salaries and Benefits; Revenues are flat.

One expansion request for a Marketing Specialist.

Land & Water Management

Land & Water Management Director Vogeler joined the meeting.

Increase in tax levy due to decrease in revenue.

Ms. Vogeler spoke to the expansion request for one new position and one upgrade.

1:33 PM Supervisor Irish in attendance

Planning & Parks

Planning & Parks Director Struck joined the meeting.

Operating expenses are flat.

One expansion request for a position upgrade.

Golf courses remain off the levy.

2:00 PM Supervisor Irish excused.

4. Public Safety Committee Departments

Clerk of Courts

Clerk of Circuit Court Mueller, Chief Deputy Clerk of Court Jozwowski, and Controller Milhalko joined the meeting.

Increase in tax levy due to Salaries & Benefits and Purchased Services.

There are no expansion requests.

District Attorney

District Attorney Gerol and Victim Witness Coordinator Haasch joined the meeting.

Increase in tax levy due to Salaries & Benefits.

There are no expansion requests.

Medical Examiner

Medical Examiner Warnke joined the meeting.

Increase in tax levy due to a Deputy Medical Examiner position being added after the 2023 budget was adopted.

Expansion request to upgrade a position from part-time to full-time.

Sheriff

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

Increase in tax levy due to Salaries & Benefits and Purchased Services.

Sheriff Knowles spoke to the seven expansion requests: EM Rescue Boat Painting, Dispatch Center Consolidation, Behavioral Health Deputy, two (2) Third Shift Patrol Deputies, Court Services Deputy, and to change Jailors to Protected WRS Status.

5. **Public Works Committee Departments**

Highways

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

Budget remains flat.

Mr. Edgren spoke to the expansion request for CTH W Reconstruction and an additional Equipment Operator.

Facilities - Administration Center

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

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

Facilities - Justice Center and Fairgrounds

Budget remains flat. There are no expansion requests.

Transit

Transit Superintendent Ottum joined the meeting.

Salaries & Benefits decrease as a result of eliminating a position.

There are no expansion requests.

2:48 PM Recess

3:05 PM Reconvene

b. Review of 2024 Proposed Budget Expansion Requests, Staff Analysis, and Budget Amendments

Supervisor Wolf suggested approving all the Not-for-Profit Grants.

Discussion on remaining Expansion Requests, funding, and how they impact tax levy.

7. ACTION ITEMS:

a. Executive Committee 2024 Budget Expansion Requests

Supervisor Wolf proposes the following: Land & Water upgrade \$7,406; Planning & Parks upgrade \$9,087; Human Services upgrade \$6,947; Human Services ADRC upgrade \$6,918; and Human Services ADRC part-time position \$49,301.

b. Motion: Adoption of Executive Committee's 2024 Proposed Budget Recommendations to the County Board

Motion to approve the Ozaukee County 2024 Proposed Budget as presented by County Administrator Dzwinel with the amendments as outlined below:

AMENDMENTS		
GTA Transportation Aid Revenue (no impact to expenditures)		\$ 75,241.00
Appropriated Highway Fund Reserves (no impact to expenditures)		\$ (75,241.00)
Land and Water Office Administrator		\$ 40,000.00
Land and Water Sanitation and Zoning Position Upgrade		\$ 7,406.00
Human Services Upgrade Child and Family Position		\$ 6,947.00
Human Services Upgrade ADRC Position		\$ 6,918.00
Human Services ADRC Part-time New Position		\$ 49,301.00
Parks Position Upgrade		\$ 9,087.00
Medical Examiner Hourly Increase		\$ 25,143.00
Human Resources Coordinator Position		\$ 40,000.00
Department Revenues		\$ (72,253.00)
New Construction		\$ (328,584.00)
Sales Tax Revenue		\$ 328,584.00
SUM OF EXECUTIVE COMMITTEE AMENDMENTS (New Construction)		\$ 112,549.00
OTHER AMENDMENT: Library Levy Revision		\$ 1,220.00

	2023	2024	+/- \$	+/- %
TOTAL TAX LEVY	\$22,280,401	\$22,495,118	\$214,717	0.96%
COUNTY TAX LEVY	\$21,566,432	\$21,774,388	\$207,956	0.96%
LIBRARY LEVY	\$713,969	\$720,730	\$6,761	0.95%
TOTAL TAX RATE	\$1.6448	\$1.49092	-\$0.1539	-9.36%
COUNTY TAX RATE	\$1.3962	\$1.27189	-\$0.1243	-8.90%
LIBRARY TAX RATE	\$0.2486	\$0.21903	-\$0.0296	-11.90%

The 2024 Proposed Budget as recommended by the Executive Committee will move forward to the County Board for final action.

EXECUTIVE COMMITTEE**RESULT:** **APPROVED [UNANIMOUS]****MOVER:** R. Holyoke, Supervisor District 22**SECONDER:** M. Wolf, Supervisor District 11**AYES:** Schlenvogt, Wolf, Nelson, Holyoke**ABSENT:** Irish**EXCUSED:** Melotik**8. ADJOURNMENT**

Motion made by Supervisor Nelson, seconded by Supervisor Holyoke to adjourn. Motion carried. Meeting adjourned at 4:09 PM.

Karen J. Niemuth, County Clerk