

**COUNTY BOARD STAFF/FINANCE COMMITTEES**  
**July 18, 2016**

**Call to Order.** County Board Staff Committee Chair Podzilni called the joint meeting of the County Board Staff Committee and the Finance Committee to order at 8:00 A.M. at the Southern Wisconsin Regional Airport.

**Committee Members Present** County Board Staff Committee – Supervisors Podzilni, Arnold, Bussie, Peer, Sweeney and Thomas. Finance Committee – Supervisors Beaver, Fox, and Podzilni.

**Committee Members Absent:** County Board Staff Committee – Supervisors Brill, Kraft and Mawhinney; Finance Committee - Supervisors Kraft and Mawhinney.

**Staff Members Present:** Josh Smith, County Administrator; Randy Terronez, Assistant to the County Administrator; Sherry Oja, Finance Director; Annette Mikula, Human Resources Director; Ben Coopman, Public Works Director; Ron Burdick, Airport Director; Lori Williams, Parks Director.

**Others Present:** Supervisors Driscoll and Richard.

**Approval of Agenda.** Supervisor Arnold moved approval of the agenda as presented, second by Supervisor Bussie. ADOPTED.

**Citizen Participation, Communications and Announcements.** None.

**Adoption of Minutes of July 11, 2016.** Supervisor Peer moved approval of the minutes of July 11, 2016 as presented, second by Supervisor Arnold. ADOPTED.

**Review and Discussion of Preliminary 2017 Budget Projections and Program Information – Public Works.** At this time Chair Podzilni turned the meeting over to Ben Coopman.

Mr. Coopman introduced his staff and turned the meeting over to Ms. Williams.

Ms. Williams said the budget areas for the Parks Department are: Administration, consisting of administrative salaries and costs; Operating and Maintenance consisting of operation and maintenance for 18 parks, 2 wildlife areas and 3 trail ways, and includes field wages; Capital Projects include new or replacement park facilities and land acquisition.

Ms. Williams said there have been 14,693 park and shelter reservation users through June 30, 2016.

Ms. Williams said the boat launch fee comparison is as follows:

2011	\$19,951
2012	\$17,922
2013	\$17,966
2014	\$19,654
2015	\$21,004
2016	\$14,850 (year to date)

Ms. Williams said the Parks budget is as follows: Revenues for 2016 are projected to be \$45,793, and the 2017 request is \$49,208; Expenses for 2016 are projected to be \$551,009, and the 2017 request is \$573,885; the Tax Levy for 2016 is projected to be \$505,216, and the 2017 request is \$524,677.

Ms. Williams said the Parks Division 2016 – 2017 comparison is as follows:

	<u>2016</u>	<u>2017</u>	<u>Difference</u>
Salaries	\$387,015	\$400,616	(\$ 13,601)
Operations & Maintenance	\$234,608	\$233,369	\$ 1,239
Grants	<u>\$ 59,200</u>	<u>\$ 60,100</u>	<u>(\$ 900)</u>
Total Expenses	\$680,823	\$694,085	(\$13,262)

Ms. Williams said the 2017 Proposed Capital Projects include: Carver Roehl trail redesign at \$75,000; Happy Hollow Park bathroom replacement and site work at \$50,000; Land acquisition at \$50,000; Carver Roehl trail bridge replacement at \$25,000; Beloit to Janesville trail construction at \$50,000; for a total cost of \$250,000.

Ms. Williams said the increase for the 2017 tax levy is a result of increased expenses, and being a slow snow year results in more field wages on the Parks side versus the Highway side.

Ms. Williams said some of the 2016 Capital Projects were: Happy Hollow road repaving; Sportsman's Park playground; Sweet Allyn Park bathroom; Magnolia Bluff trail project.

Ms. Williams said she wished to thank the following Rock County parks friends and volunteer groups: Friends of Beckman Mill; Friends of Carver Roehl Park; Pelishek-Tiffany Nature Trail Foundation; Friends of Turtle Creek; Friends of Welty Environmental Center; Rock County Alliance of Snowmobile Clubs; Ice Age Trail – Rock County Chapter; Rock County Conservationists; Rock County Multi-Use Trail Group; Rock River Coalition; the Prairie Enthusiasts; Rock River Trail Initiative; and Rock Trail Coalition. Ms. Williams said these volunteer groups put in 9,770 hours of work in 2015, which does not include the Rock River Coalition and Snowmobile Clubs.

Mr. Coopman said there are approximately 255 centerline miles or 545 lane miles in the State Trunk/Interstate Highway System; approximately 215 centerline miles or 420 lane miles in the County Trunk Highway System; and approximately 590 centerline or 1,180 lane miles in the Town Roads.

Mr. Coopman said the challenges for the Highway Division are: 1-39/90 widening and upgrades; acquiring the necessary assets to accommodate growth; housing those assets; and staffing increase, which could include a night shift.

Mr. Coopman said the Operational Audit Update included: reviewing the recommendations with the Public Works Committee; and some may be too complex to make changes in the 2017 budget. He said the Matrix study showed they are pretty much on track other than they are keeping the trucks too long.

Mr. Coopman said the county road construction challenges are: reconstruction versus reconditioning; the cost per mile for each is increasing; the funding authority is staying level; and the federal aid road projects are more infrequent.

Mr. Coopman said the state maintenance challenges – post I39-90 expansion are: more assets are required; staff; equipment and trucks; equipment and material storage (salt and aggregates); equipment storage needs; a 30,000 square foot garage in the Gateway area; a 20,000 square foot garage at STH 59 and I-39-90; and salt storage buildings at each.

Mr. Coopman said the Administrative Summary is: Revenue for 2016 is \$446,300 and for 2017 is \$363,250; Expenses for 2016 is \$1,201,970 and for 2017 is \$1,159,257. Maintenance and Construction Summary is: Revenue for 2016 is \$6,063,787 and for 2017 is \$10,160,080; Expenses for 2016 is \$7,565,959 and for 2017 is \$11,603,045. The Highway Levy for 2016 is \$6,789,136 and for 2017 is \$5,754,902.

Mr. Coopman said proposed construction projects for 2017 are: CTH MM from Milton-Shopiere Rd. to Emerald Grove Rd., 2.0 miles for a cost of \$2,025,000; CTH MM from USH 14 to Milton-Shopiere Rd., 2.0 miles for a cost of \$2,025,000; CTH F from USH 14 to J-F Townline Rd., 3.0 miles for a cost of \$2,795,000. The combined total for these projects is \$6,815,000.

Mr. Coopman said he sees the following strategies for the Highway Department in the future: fund road construction with sales tax or deferred financing; reduce 2017 spending to the 2016 level; continue to use sales tax revenue for engineering, sealcoating and shouldering; uses sales tax revenue for buildings and grounds capital projects (\$690,000); initiate new revenue sources such as a county wheel tax – a \$10 fee would generate \$500,000; and support Local Option Road Tax up to ½% - the County share could be \$12 million;

Mr. Coopman turned the presentation over to Mr. Burdick.

Mr. Burdick said the Airport Division has 1 FTE Airport Specialist, 1 FTE Airport Maintenance Crew Leader, and 3 FTE Airport Maintenance Workers. Airport revenue is: 32% leases, 25% rent, 26% operational and 17% non-aviation. Operational revenue is obtained from landing and fuel flowage fees; lease revenue from building owners, rent revenue from t-hanger rent; and non-aviation revenue from farm land and golf course leases. We are looking at total Airport revenue for 2017 to be \$390,029, which is up from 2016.

Mr. Burdick said the Airport budget expenses consist of: Administration and Maintenance, which encompasses salaries, public liability insurance, training, office supplies, utilities, maintenance supplies, airfield lighting, equipment repairs, machinery lease, and capital assets, for a total of \$897,652 for 2016. Tax levy for 2016 is \$522,031.

Mr. Burdick said the 2016 to 2017 comparison is as follows:

	<u>2016</u>	<u>2017</u>	<u>Difference</u>
Administration	\$251,621	\$256,350	1.88%
Operations & Maintenance	\$556,931	\$551,998	0.98%
Equipment Rental	<u>\$ 81,100</u>	<u>\$ 92,000</u>	<u>3.25%</u>
Total Operating Expenses	\$897,652	\$900,348	0.30%
Operating Revenue	<u>\$345,621</u>	<u>\$390,029</u>	<u>12.85%</u>
Funds Forwarded PY	<u>\$ 30,000</u>	<u>?</u>	
Tax Levy	\$522,031	\$510,319	-2.24%

Mr. Burdick said the 2017 Capital Improvement Projects are: With Federal AIP at 90/5/5 – runway lighting with the local share cost of \$90,000, equipment building with the local share cost of \$31,500, runway safety area with the local share cost of \$5,000, ARFF truck with the local share cost of \$50,000, and wildlife update with the local share cost of \$300 – for a total local share cost of \$176,550; State Aid at 80/20 – asphalt apron with the local share cost of \$60,000, security lighting with a local share cost of \$8,000, and building upgrade with a local share cost of \$46,000 – for a total local share cost of \$114,000; using local funding only – runway snow blower for a cost of \$825,000, and a ten unit hanger for a cost of \$650,000 - for a total local cost of \$1,475,000. The total local share cost proposed for 2017 is \$1,765,550

Discussion on the federal funding for bridges; and using tax-exempt bonds to fund projects.

**Adjournment:** Supervisor Arnold moved adjournment at 9:40 A.M., second by Supervisor Peer. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEES.**