

# 2016

# OZAUKEE COUNTY PROPOSED BUDGET



FORWARD FOCUSED  
**OZAUKEE COUNTY**  
*Wisconsin*

# OZAUKEE COUNTY WISCONSIN

## 2016 PROPOSED BUDGET

Fiscal Year

January 1, 2016 – December 31, 2016



FORWARD FOCUSED  
OZAUKEE COUNTY  
*Wisconsin*

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# EXECUTIVE SUMMARY



## EXECUTIVE COMMITTEE

LEE SCHLENOG, CHAIRPERSON  
JENNIFER ROTHSTEIN, VICE-CHAIRPERSON  
DANIEL BECKER, SECOND VICE-CHAIRPERSON  
KATHLYN GERACIE  
KARL HERTZ  
PAUL MELOTIK

Thomas Meaux	County Administrator	Administration Center	262-238-8198
Jason Dzwinel	Assistant County Administrator	Administration Center	262-238-8321

### ADMINISTRATION CENTER

121 W. Main St  
Port Washington, WI 53074  
(262) 284-9411

### JUSTICE CENTER

1201 S. Spring St.  
Port Washington, WI 53074  
(262) 284-9411

### HIGHWAY DEPARTMENT

410 S. Spring St.  
Port Washington, WI 53074  
(262) 284-8331

### TRANSIT CENTER

410 S. Spring St.  
Port Washington, WI 53074  
(262)284-8108

### LASATA CARE CENTER

W76N677 Wauwatosa Rd  
Cedarburg, WI 53012  
(262) 377-5060

<http://www.co.ozaukee.wi.us>

# **MISSION STATEMENT & STANDING COMMITTEES**

## **OZAUKEE COUNTY, WISCONSIN MISSION STATEMENT**

Ozaukee County government, as an administrative arm of the State of Wisconsin, will sustain and enhance the quality of life for all citizens by being proactive, innovative, and responsive in providing quality services in a fiscally responsible manner.

**2015**

### **COUNTY BOARD OF SUPERVISORS & STANDING COMMITTEES OF THE COUNTY BOARD**

#### **CHAIRPERSON**

Lee Schlenvogt

#### **VICE-CHAIRPERSON**

Jennifer Rothstein

#### **SECOND VICE-CHAIRPERSON**

Daniel Becker

#### **COUNTY ADMINISTRATOR**

Thomas W. Meaux

#### **EXECUTIVE COMMITTEE**

Lee Schlenvogt*	Daniel Becker
Jennifer Rothstein**	Kathlyn Geracie
Karl Hertz	Paul Melotik

#### **FINANCE COMMITTEE**

Daniel Becker*	Richard Dieffenbach
Richard Nelson**	Irena Macek
Gustav Wirth	

#### **HEALTH & HUMAN SERVICES COMMITTEE**

Karl Hertz*	David Henrichs
Thomas Richart**	Donald Clark
Thomas Winker	

#### **NATURAL RESOURCES COMMITTEE**

Jennifer Rothstein*	Richard Bauzenberger
Donald Dohrwardt**	Thomas Grabow
Barbara Jobs	

#### **PUBLIC SAFETY COMMITTEE**

Paul Melotik*	David Larson
Glenn Stumpf**	Justin Strom
Gerald Walker	

#### **PUBLIC WORKS COMMITTEE**

Kathlyn Geracie*	Donald Korinek
John Slater**	Steven Rishel
LeRoy Haeuser	

\*Chairperson of Standing Committee - \*\*Vice-Chairperson of Standing Committee



## COMMITTEE STRUCTURE & OVERSIGHT

Ozaukee County has five Standing Committees and an Executive Committee; Finance, Health and Human Services, Natural Resources, Public Safety and Public Works. The chart below identifies the departments which they will oversee.



### EXECUTIVE COMMITTEE

1. The County Board Chairperson, County Board Vice Chairperson, County Board Second Vice Chairperson and three (3) additional members appointed by the County Board Chairperson as Standing Committee Chairpersons shall serve as the Executive Committee of the County Board and shall provide the leadership, vision, and purpose in concert with the Ozaukee County Mission Statement.
  - a) In the event that a member of the Executive Committee is unable to attend a meeting, he or she may appoint an alternate from the Standing Committee of which they Chair.
  - b) The Chairperson of the Board may choose an alternate from the body at large.
2. The County Board Chairperson and Vice Chairperson shall serve as the chairperson and vice-chairperson, and act as voting members, of the Executive Committee
3. Serve as the oversight Committee of the County Administrator's Office
4. The Executive Committee shall exercise the following powers and duties:
  - a) Review the sections of the Code of Ordinances, in addition to, the Policy and Procedure Manual not under the jurisdiction of another County Committee
  - b) Introduce the various administrative type resolutions that are not the responsibility of an-other committee
  - c) Communication linkage between Standing Committees
  - d) Arbitrate between competing Standing Committee issues
  - e) Set the agenda for the monthly County Board policy meeting
  - f) Review proposed state and local legislation concerning County government, and make recommendations thereon
  - g) Following each federal decennial census of population, prepare a preliminary and a final County supervisory district plan for presentation to the County Board
  - h) Interpret County mission and formulate broad objective

- i) Budgetary Responsibilities
  - 1. Review, amend, and approve the annual County budget as submitted by the County Administrator
  - 2. Submit the amended budget to the County Board for adoption
  - 3. Authorize the publication of County budget summary, and notice of public hearing per Sec. 65.90(3), Wis. Stats.
- j) Evaluate and make recommendations to the County Board on the issuance of new debt, refinancing existing debt, authorizing debt repayment
- k) Direct and guide collective bargaining process and approve all collective bargaining agreements
  - 1. Collective bargaining agreements shall not be considered for final approval by the Committee until a complete contract edited and signed by the union has been provided to the Human Resources Office.
  - 2. Implementation of the terms defining the wages, hours and conditions of employment defined by collective bargaining agreements requires approval of the County Board.
- l) Revolving Loan Funds: Provide recommendations concerning the Revolving Loan Funds to the County Board and oversee the Community Development Block Grant Program for Economic Development.

## **STANDING COMMITTEES OF THE COUNTY BOARD**

1. General Powers and Duties:
  - a) Oversight of County Departments: Oversight shall include but is not limited to the following:
    - 1) Interview up to three candidates suggested by the County Administrator for appointment to the position of Director, Department Head, Administrator, and/or Commissioner of the County Departments within their oversight. The Standing Committee shall recommend an appointee to the full County Board for confirmation within the salary guidelines set by the Finance Committee
    - 2) Monthly review of a department-wide budget summary for each of the County Departments within the Committee's oversight highlighting variances from the adopted budget
    - 3) Direct and guide policy and enforce accountability of the Departments within their oversight
    - 4) Approve all action items including but not limited to:
      - a) Departmental budgets
      - b) Departmental policies and procedures
      - c) Staffing levels and hours
      - d) New positions
      - e) Capital purchases greater than \$5,000
      - f) Fund transfers of \$10,000 or more and any transfer involving funds budgeted for conferences and meetings
      - g) Grant applications and acceptances
      - h) Review departmental fee schedules
      - i) Departmental name changes
    - 5) Authorize, review, and approve intergovernmental agreements and contracts as necessary or as otherwise authorized by law:
  - b) Establish Ad Hoc and/or Study Groups: in keeping with the purposes and objectives of the Committee, to analyze committee policies or issues, and to encourage community involvement
  - c) Setting Agendas:
    - 1) The Committee Chairperson and County Administrator shall set the agendas of the Standing Committees in consultation with Constitutional Officers of the County and Department Heads within their oversight
    - 2) The Office of the County Clerk shall administer the agendas and minutes for all standing Committees
  - d) Standing Committees shall oversee all public work within their departmental oversight, including any contract for the construction, repair, remodeling or improvement of any public work or building
    - 1) Public notices or bids for all public work shall be released and published per Sec. 59.52(29)(a), Wis. Stats.
    - 2) Approve all contracts and change orders:
      - a. Change orders up to \$5,000 require the approval of the Public Works Director.
      - b. Emergency change orders up to \$25,000 may be approved by the Public Works Director after consultation with Committee Chairperson and County Administrator and the appropriate Department Head.
      - c. Change orders over \$25,000 require approval of the Standing Committee.
      - d. All change orders must be reported to the Standing Committee at the meeting following their approval.

## BUDGET ASSUMPTIONS

General assumptions provide the structure to County staff, the County Administrator, and to the County Board of Supervisors for decision-making purposes, for determining service levels and for allocating limited financial resources.

- County equalized property value (excluding Tax Incremental Districts) for 2016 increased by 3.1% or \$332 million. The amount of new construction (\$102M, .95%) added to the increase of existing property values. Property values have regained 605 of the losses incurred since 2008.
- Revenue estimates are derived from projections supplied by the state and federal governments, interviews, and discussions with department managers utilizing trend analysis and projections.
- Expense estimates are derived from department requests, later modified with discussions with the County Administrator, then the County Executive Committee, and finally adopted by the full County Board.
- Proceeds from county sales and use tax are budgeted to increase about 4.14%, or \$695,000, to \$7.87 million. All revenue from county sales and use tax shall be used to directly reduce the annual county property tax levy.
- Proceeds from Register of Deeds for public fees are estimated to be \$250,000 less than budgeted in 2015. Prior year's estimate proved to be overly aggressive to market conditions.
- Wage rates for County employees will increase 1% over 2015 for most employees. A bonus initiative is also contemplated but metrics are still to be finalized.
- Health Insurance expenditures were increased by 0%. There may be changes to the plan benefits.
- Investment income rates are estimated to remain low through 2016. Investment income is estimated at \$23K less than the 2015 budget due to lower cash balances and continued low rates. Income from delinquent taxes is estimated to be down \$75K (20%) due to less number of delinquent parcels and lower amounts. The County now has the lowest level of delinquent taxes since 2000 in both dollar amounts and percentage of parcels.
- The state and federal Supplemental Payments program is always at risk of elimination. This program provides for the federal government to pay to the states the difference between the actual experience of providing nursing home care and the reimbursement from Medicaid. The state then distributes a share to County run homes. In the past the state shared 40% with the County. We anticipate no changes in 2016.
- The Capital Reserve fund was used heavily in the 2015 budget to fund capital projects. Consequently, the reserves were drawn down and we are unable to apply more than \$150,000 to new projects in 2016. Capital projects generally must have a cost in excess of \$25,000 to be included as a capital project.
- This budget estimates no increase to the tax levy for 2016. Under state statutes, counties are required to limit tax levy increases to the lower of an amount for net new construction, 1% or unused prior year levy. Exceptions are made for increases passed by referendum, assumption of services from another government entity, or for payments on new debt incurred since 2005. The County had no need to exercise the new construction or debt options available to raise the levy.

## BUDGET PHILOSOPHY

The overriding goal of the Ozaukee County Budget has been to provide the highest standards of service for residents while keeping in balance county spending and the tax rate.

- The budget process incorporates residents and other constituent involvement through public hearings and meetings to assist communications identifying community needs priorities, challenges, mandates, and opportunities.
- Budget decisions are based on objectives for service areas and program delivery.
- New position and increased work hour requests will be justified as increased customer service, increased revenue, or decreased expenditures.
- The proceeds from the budgeted county sales and use tax shall be used to directly reduce the annual county property tax levy.
- A five-year Capital Improvement Plan will be used, as a comprehensive planning and analysis tool for long-range capital needs for Ozaukee County. A Capital Reserve Fund has been established to help offset future Capital Projects.
- Debt issues will be carefully considered for long-term capital, infrastructure assets and to protect our Aaa bond rating.
- There will be greater efforts to increase and to generate user fees.
- Amendments to agency budgets must first be transferred from current revenues/expenditures within their respective business unit(s) before requesting general fund net assets.
- There will be no or minimal use of fund balances to offset reoccurring operational costs.

## BUDGET & TAX LEVY SUMMARY

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
General Fund	23,341,969	24,500,929	23,978,995	25,803,538	17,474,895	23,878,236	-100,759	-0.42%
Special Revenue Funds	23,750,207	22,526,901	23,654,752	24,439,972	16,156,660	23,590,380	-64,372	-0.27%
Debt Service	1,205,730	1,903,447	1,902,861	1,902,861	1,902,596	1,907,186	4,325	0.23%
Capital Projects	11,570,760	9,123,822	2,648,515	3,547,829	5,471,399	1,985,374	-663,141	-25.04%
Enterprise Funds	18,990,215	19,866,603	20,210,603	20,470,903	15,777,647	19,152,367	-1,058,236	-5.24%
Internal Service Funds	11,831,107	10,967,065	10,501,535	10,766,535	9,398,220	10,374,577	-126,958	-1.21%
Trust Funds	20,681	17,390			845		0	0.00%
<b>TOTAL</b>	<b>90,710,669</b>	<b>88,906,157</b>	<b>82,897,262</b>	<b>86,931,639</b>	<b>66,182,262</b>	<b>80,888,120</b>	<b>-2,009,142</b>	<b>-2.42%</b>
<b>REVENUES</b>								
General Fund	12,897,360	13,221,549	12,980,972	13,384,379	7,866,381	13,695,252	714,280	5.50%
Special Revenue Funds	13,155,839	12,970,208	13,917,833	14,205,786	8,578,064	13,820,878	-96,955	-0.70%
Debt Service	194,187	0	0	0	4,194	0	0	0.00%
Capital Projects	9,422,535	2,396,444	1,767,515	2,051,829	599,997	1,789,580	22,065	1.25%
Enterprise Funds	19,415,855	18,692,241	19,271,685	19,271,685	12,318,137	18,520,615	-751,070	-3.90%
Internal Service Funds	11,819,456	10,317,230	10,301,764	10,301,764	6,728,616	10,325,191	23,427	0.23%
Trust Funds	20,501	10,154	0	0	25,650	0	0	0.00%
<b>TOTAL</b>	<b>66,925,732</b>	<b>57,607,826</b>	<b>58,239,769</b>	<b>59,215,443</b>	<b>36,121,040</b>	<b>58,151,516</b>	<b>-88,253</b>	<b>-0.15%</b>
<b>TRANSFERS IN</b>								
General Fund	1,038,628	911,991	1,072,843	2,493,693	2,488,743	174,200	-898,643	-83.76%
Special Revenue Funds	2,168,817	915,473	372,000	869,270	1,744,107	275,000	-97,000	-26.08%
Debt Service	1,145,275	1,617,731	1,495,950	1,495,950	1,495,950	1,666,770	170,820	11.42%
Capital Projects	6,982,459	4,800,000	881,000	1,496,000	619,643	215,000	-666,000	-75.60%
Enterprise Funds	205,000	933,643	897,267	1,155,067	2,071,666	620,457	-276,810	-30.85%
Internal Service Funds	1,000,000	169,000	0	265,000	1,265,000	0	0	0.00%
<b>TOTAL</b>	<b>12,540,179</b>	<b>9,347,838</b>	<b>4,719,060</b>	<b>7,774,980</b>	<b>9,685,108</b>	<b>2,951,427</b>	<b>-1,767,633</b>	<b>-37.46%</b>
<b>TAX LEVY</b>								
General Fund	9,405,982	10,367,389	9,925,180	9,925,467	7,119,771	10,008,783	83,603	0.84%
Special Revenue Funds	8,425,551	8,641,220	9,364,919	9,364,916	5,834,489	9,494,502	129,584	1.38%
Debt Service Fund	-133,732	285,716	406,911	406,911	402,451	240,416	-166,495	-40.92%
Capital Projects	-4,834,234	1,927,378	0	0	4,251,759	-19,206	-19,206	100.00%
Enterprise Funds	-630,640	240,719	41,651	44,151	1,387,844	11,295	-30,356	-72.88%
Internal Service Funds	-988,349	480,835	199,772	199,772	1,404,604	49,386	-150,386	-75.28%
Trust Funds	180	7,236	0	0	-24,805	0	0	0.00%
<b>NON LEVY REVENUES</b>			<b>114,515</b>			<b>303,066</b>	<b>188,551</b>	<b>164.65%</b>
<b>COUNTY TAX LEVY RATE</b>			<b>19,530,551</b>			<b>19,530,551</b>	<b>0</b>	<b>0.00%</b>
<b>LIBRARY TAX LEVY RATE</b>			<b>522,395</b>			<b>557,690</b>	<b>35,295</b>	<b>6.76%</b>
<b>TOTAL TAX LEVY</b>			<b>20,052,946</b>			<b>20,088,241</b>	<b>35,295</b>	<b>0.18%</b>

## TAX RATE & EQUALIZED VALUE SUMMARY

### TOTAL TAX RATE

				\$ Incr/(Decr) 2015-2016	% Incr/(Decr) 2015-2016		
2013		2014		2015		2016	
\$	2.01	\$	2.03	\$	2.15	\$	2.10
				\$ (0.05)	-2.35%		

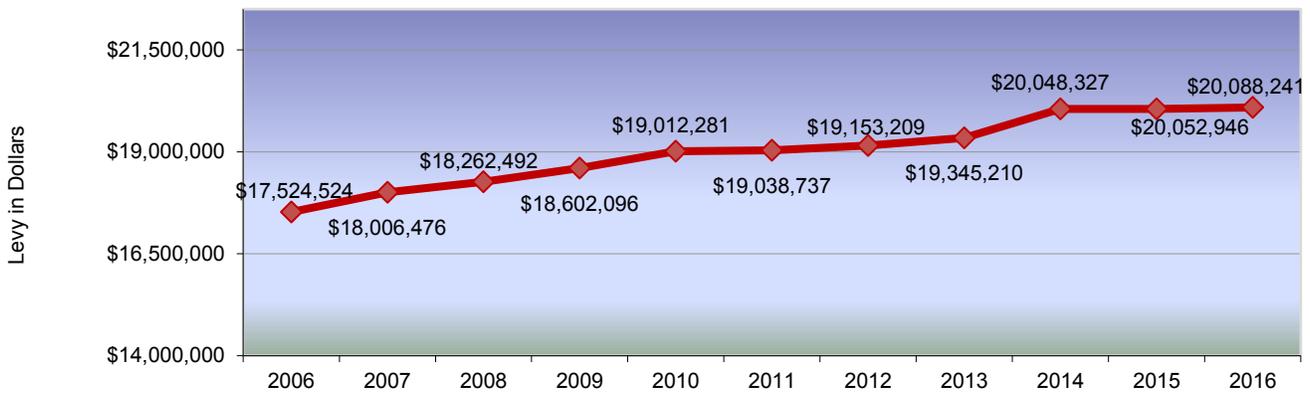
### EQUALIZED VALUE

				\$ Incr/(Decr) 2015-2016	% Incr/(Decr) 2015-2016		
2013		2014		2015		2016	
\$	10,183,748,800	\$	10,069,430,600	\$	10,408,956,100	\$	10,740,634,000
				331,677,900	3.19%		

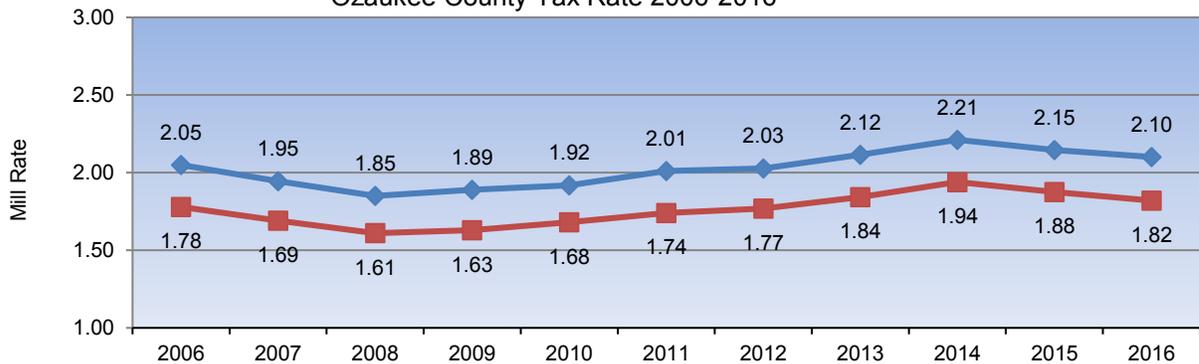
### TAX RATE & LEVY - CURRENT & PRIOR YEARS

	2013		2014		2015		2016		\$ Incr/(Decr) 2015-2016	% Incr/(Decr) 2015-2016
Total Tax Levy	\$19,345,210	\$20,048,327	\$20,052,946	\$20,088,241	\$35,295	0.18%				
County Tax Levy	\$18,813,504	\$19,530,551	\$19,530,551	\$19,530,551	\$0	0.00%				
Fed. Library Levy	\$531,706	\$517,776	\$522,395	\$557,690	\$35,295	6.76%				
Total Tax Rate	2.1203	2.0300	2.1461	2.1002	-\$0.0459	-2.14%				
County Tax Rate	1.8474	1.7580	1.8763	1.8184	-\$0.0579	-3.09%				
Fed. Library Rate	0.2729	0.2720	0.2697	0.2818	\$0.0121	4.47%				

Ozaukee County Tax Levy 2006-2016



Ozaukee County Tax Rate 2006-2016



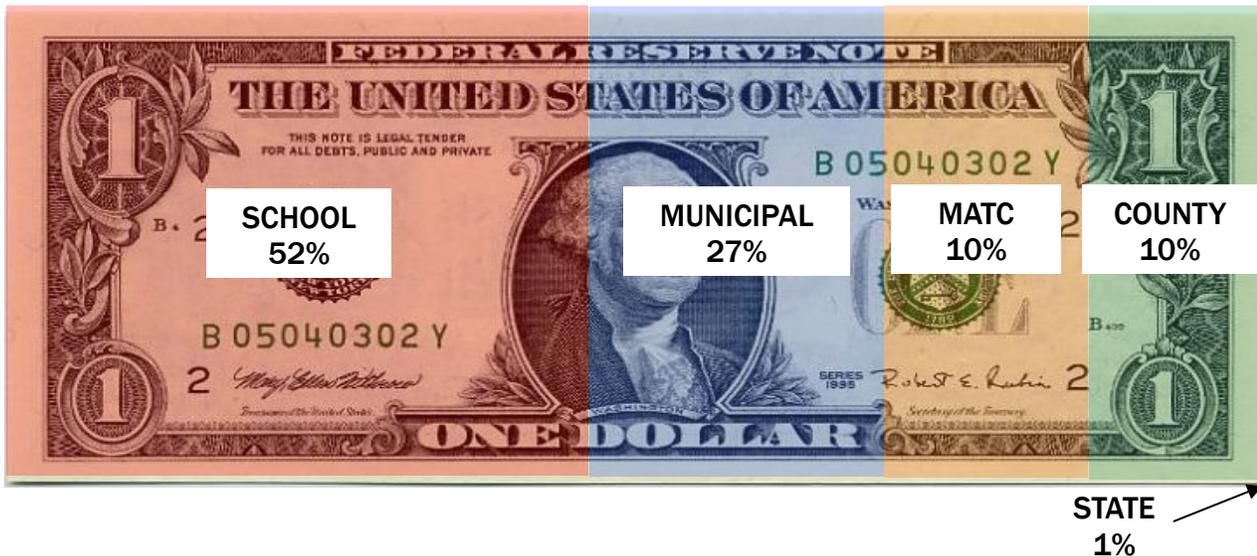
## BUDGET IMPACT ON HOMEOWNERS

Ozaukee County's average 2014 home value according to the Census Bureau was \$250,200. The result of the proposed budget will result in a 0% increase on the average homeowner's Ozaukee County portion of the property tax bill.

2014 Home Value	2015 County Tax	Change in Value	2015 Home Value	2016 County Tax	Amount Change
\$100,000	\$187.63	2.143%	\$102,143	\$185.73	(\$1.90)
\$205,200	\$385.02	2.143%	\$209,597	\$381.13	(\$3.89)
\$300,000	\$562.90	2.143%	\$306,429	\$557.20	(\$5.69)

Equalized Value is determined by market conditions, based on analysis of the prior year's sales of existing property, plus net new construction. Market conditions totaled \$230,677,900 and net new construction for all property classes in Ozaukee County totaled \$101,508,100. The total percentage change in equalized value is 3.19%.

### Breakdown of the Average Ozaukee County Tax Dollar



## FY 2015 ESTIMATED FUND BALANCE

Description	Beginning Fund Balance	Budget Revenues	Budget Expenditures	Budgeted Fund Balance Applied	Est 2015 Ending Fund Balance
<b>GENERAL FUND <sup>(1)</sup></b>					
Countywide General Fund	5,501,346	23,659,565	23,659,565	-	5,501,346
<b>Subtotal:</b>	<b>5,501,346</b>	<b>23,659,565</b>	<b>23,659,565</b>	<b>-</b>	<b>5,501,346</b>
<b>SPECIAL REVENUE FUNDS</b>					
Human Services	1,220,990	11,625,497	11,825,493	200,000	1,020,990
Aging Services	124,264	586,812	636,812	50,000	74,264
Public Health	249,534	948,981	998,980	50,000	199,534
Land Information	(14,983)	164,808	214,808	50,000	(64,983)
Revolving Loans	619,117	185,674	107,134	-	697,657
Jail Commissary	116,084	55,125	55,125	-	116,084
Jail Assessment	187,007	191,843	191,843	-	187,007
Transit Services	205,487	3,784,556	3,831,826	-	158,217
Senior Conference	14,518	14,955	14,955	-	14,518
ADRC	-	945,077	945,077	-	-
CJCC	24,632	-	22,000	-	2,632
Fairgrounds	42,947	283,164	253,164	-	72,947
Caregiver Coalition	3,690	500	323	-	3,867
<b>Subtotal:</b>	<b>2,793,287</b>	<b>18,786,992</b>	<b>19,097,540</b>	<b>350,000</b>	<b>2,482,734</b>
<b>DEBT SERVICE FUNDS</b>					
Debt Service	758,581	1,902,861	1,902,861	-	937,766
<b>Subtotal:</b>	<b>758,581</b>	<b>1,902,861</b>	<b>1,902,861</b>	<b>-</b>	<b>937,766</b>
<b>CAPITAL PROJECT FUNDS</b>					
Countywide Projects	2,251,436	1,961,490	981,000	-	3,231,926
Ozaukee Water Projects	213,329	532,679	532,680	-	213,328
<b>Subtotal:</b>	<b>2,464,765</b>	<b>2,494,169</b>	<b>1,513,680</b>	<b>-</b>	<b>3,445,254</b>
<b>ENTERPRISE FUNDS</b>					
Lasata Care Center	(1,900,684)	15,805,616	14,722,217	-	(817,285)
Lasata Crossings	815,747	2,821,865	2,821,865	-	815,747
Lasata Heights	(253,713)	805,120	807,619	-	(256,212)
Golf Courses	(84,638)	2,071,600	1,778,002	-	208,960
<b>Subtotal:</b>	<b>(1,423,288)</b>	<b>21,504,201</b>	<b>20,129,703</b>	<b>-</b>	<b>(48,790)</b>
<b>INTERNAL SERVICE FUNDS</b>					
Highway	(1,012,925)	10,281,364	8,071,432	-	1,197,007
County Roads & Bridges	2,704,195	4,862,429	6,262,429	-	1,304,195
Information Technologies	(69,448)	1,220,171	1,220,171	-	(69,448)
<b>Subtotal:</b>	<b>1,621,822</b>	<b>16,363,964</b>	<b>15,554,032</b>	<b>-</b>	<b>2,431,754</b>
<b>TRUST &amp; AGENCY FUNDS</b>					
Land Preservation Trust	2,463	-	-	-	2,463
Ozaukee Foundation	20,359	-	-	-	20,359
<b>Subtotal:</b>	<b>22,822</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,822</b>
<b>Total:</b>	<b>11,739,335</b>	<b>84,711,752</b>	<b>81,857,381</b>	<b>350,000</b>	<b>14,772,886</b>

## PROPERTY TAX MILL RATE BY COUNTY

County	Rank	Property Tax Rate	County	Rank	Property Tax Rate
		14/15			14/15
Menominee	1	\$9.14	Kenosha	37	\$5.28
Taylor	2	\$8.27	Calumet	38	\$5.25
Clark	3	\$8.09	Barron	39	\$5.24
Crawford	4	\$8.00	Shawano	40	\$5.20
Dunn	5	\$7.97	Oconto	41	\$5.20
Kewaunee	6	\$7.59	Columbia	42	\$5.17
Adams	7	\$7.57	Marathon	43	\$5.16
Marquette	8	\$7.54	Portage	44	\$5.11
Pepin	9	\$7.19	Milwaukee	45	\$5.10
Lafayette	10	\$7.03	Wood	46	\$4.98
Waushara	11	\$6.94	Sauk	47	\$4.97
Florence	12	\$6.87	Douglas	48	\$4.95
Jackson	13	\$6.86	Outagamie	49	\$4.95
Rock	14	\$6.78	Forest	50	\$4.71
Juneau	15	\$6.66	Walworth	51	\$4.71
Richland	16	\$6.64	Jefferson	52	\$4.70
Waupaca	17	\$6.62	Marinette	53	\$4.66
Monroe	18	\$6.53	Washburn	54	\$4.55
Green Lake	19	\$6.40	Iron	55	\$4.51
Pierce	20	\$6.20	Brown	56	\$4.48
Fond du Lac	21	\$6.12	Grant	57	\$4.05
Lincoln	22	\$6.11	Eau Claire	58	\$3.97
Iowa	23	\$5.97	St Croix	59	\$3.96
Buffalo	24	\$5.92	Racine	60	\$3.90
Manitowoc	25	\$5.83	La Crosse	61	\$3.89
Winnebago	26	\$5.74	Door	62	\$3.82
Green	27	\$5.74	Bayfield	63	\$3.79
Ashland	28	\$5.70	Chippewa	64	\$3.77
Dodge	29	\$5.68	Burnett	65	\$3.75
Sheboygan	30	\$5.64	Dane	66	\$3.12
Vernon	31	\$5.61	Sawyer	67	\$3.01
Trempealeau	32	\$5.57	Washington	68	\$2.82
Langlade	33	\$5.54	Oneida	69	\$2.32
Price	34	\$5.51	Waukesha	70	\$2.15
Rusk	35	\$5.51	<b>Ozaukee</b>	<b>71</b>	<b>\$1.93</b>
Polk	36	\$5.44	Vilas	72	\$1.88

Property tax rates shown are compiled by the Wisconsin Taxpayers Alliance with information provided from the Wisconsin Department of Revenue. The information displays the most recent data available.

[www.wistax.org/facts](http://www.wistax.org/facts)

## PER CAPITA PROPERTY TAX BY COUNTY

County	Rank	Per Capita Tax Rate for 2014/15	County	Rank	Per Capita Tax Rate for 2014/15
Door	1	\$940.28	Barron	37	\$416.65
Florence	2	\$914.20	Pierce	38	\$415.60
Adams	3	\$828.78	Ashland	39	\$409.78
Marquette	4	\$754.68	Sheboygan	40	\$407.49
Green Lake	5	\$729.14	Monroe	41	\$405.94
Iron	6	\$712.44	Fond du Lac	42	\$404.31
Waushara	7	\$662.99	Green	43	\$403.94
Washburn	8	\$661.02	Rock	44	\$393.78
Bayfield	9	\$629.57	Winnebago	45	\$389.00
Menominee	10	\$623.82	Marinette	46	\$382.72
Sawyer	11	\$611.12	Richland	47	\$371.88
Burnett	12	\$598.63	Kenosha	48	\$370.57
Vilas	13	\$597.59	Douglas	49	\$368.31
Walworth	14	\$594.66	Portage	50	\$367.25
Forest	15	\$578.89	Dodge	51	\$366.87
Price	16	\$556.68	Outagamie	52	\$359.29
Kewaunee	17	\$533.96	Manitowoc	53	\$357.26
Taylor	18	\$527.72	Shawano	54	\$355.67
Pepin	19	\$519.83	Calumet	55	\$351.72
Polk	20	\$493.37	Marathon	56	\$349.79
Crawford	21	\$489.85	Trempealeau	57	\$347.93
Jackson	22	\$486.07	St Croix	58	\$343.63
Sauk	23	\$481.19	Jefferson	59	\$338.18
Oconto	24	\$480.80	Vernon	60	\$328.70
Dunn	25	\$476.70	Brown	61	\$319.40
Lincoln	26	\$472.78	Dane	62	\$307.37
Waupaca	27	\$468.68	Wood	63	\$304.14
Langlade	28	\$459.20	Milwaukee	64	\$298.86
Juneau	29	\$451.89	Eau Claire	65	\$275.59
Iowa	30	\$444.58	Chippewa	66	\$273.06
Buffalo	31	\$441.16	La Crosse	67	\$270.50
Columbia	32	\$437.75	Washington	68	\$266.23
Rusk	33	\$433.42	Waukesha	69	\$264.56
Oneida	34	\$429.41	Racine	70	\$261.63
Clark	35	\$421.36	<b>Ozaukee</b>	<b>71</b>	<b>\$230.20</b>
Lafayette	36	\$420.11	Grant	72	\$215.44

Per Capita Tax Rates shown are compiled by the Wisconsin Taxpayers Alliance with information provided from the Wisconsin Department of Revenue. The information displays the most recent data available.

[www.wistax.org/facts](http://www.wistax.org/facts)

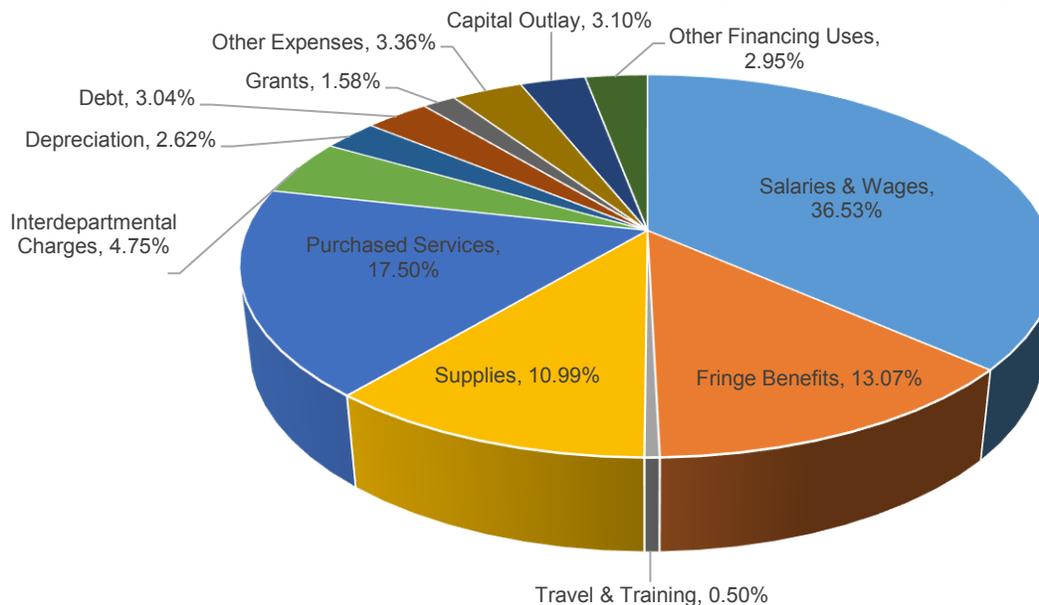
## EXPENDITURE SUMMARY

### Expenditure Summary by Category & Fund

Account Description	2013 Actual	2014 Actual	2015		2015 Actual YTD	2016 Proposed	2015-2016	2015-2016
			Adopted	Amended			Variance \$	Variance %
<b>EXPENDITURES BY CATEGORY</b>								
Salaries & Wages	28,341,096	28,787,115	29,849,850	30,025,361	19,884,159	29,549,845	-300,005	-1.01%
Fringe Benefits	10,224,896	10,193,667	10,879,499	10,893,289	6,883,936	10,571,119	-308,380	-2.83%
Travel & Training	330,472	334,359	390,104	394,414	218,171	403,580	13,476	3.45%
Supplies	9,559,654	9,251,931	8,381,768	8,462,966	5,968,029	8,890,987	509,219	6.08%
Purchased Services	14,146,086	14,258,446	14,514,421	14,919,307	10,645,494	14,151,436	-515,507	-3.55%
Interdepartmental Charges	6,422,055	4,373,533	3,910,938	4,527,592	3,130,915	3,845,562	-65,376	-1.67%
Depreciation	2,026,927	2,074,169	2,041,780	2,041,780	1,378,117	2,122,740	80,960	3.97%
Debt	1,624,642	2,451,401	2,570,760	2,570,760	2,392,794	2,459,511	-111,249	-4.33%
Grants	1,072,014	1,230,564	1,162,496	1,210,075	1,084,940	1,281,738	119,242	10.26%
Other Expenses	3,040,015	3,278,205	2,660,830	2,661,630	2,098,617	2,718,831	58,001	2.18%
Capital Outlay	2,521,793	3,827,659	3,152,156	5,716,805	4,352,256	2,506,344	-645,812	-20.49%
Other Financing Uses	11,401,019	8,845,107	3,382,659	3,507,659	8,810,272	2,386,427	-996,232	-29.45%
<b>TOTAL EXPENDITURES</b>	<b>90,710,669</b>	<b>88,906,156</b>	<b>82,897,261</b>	<b>86,931,638</b>	<b>66,847,700</b>	<b>80,888,120</b>	<b>-2,161,663</b>	<b>-2.61%</b>

<b>EXPENDITURES BY FUND TYPE</b>								
General Fund	23,341,969	24,500,929	23,978,995	25,803,538	17,665,116	23,878,236	-100,759	-0.42%
Special Revenue Funds	23,750,207	22,526,901	23,654,752	24,439,972	16,347,632	23,590,380	-216,894	-0.92%
Debt Service FUnd	1,205,730	1,903,447	1,902,861	1,902,861	1,902,596	1,907,186	4,325	0.23%
Capital Projects	11,570,760	9,123,822	2,648,515	3,547,829	5,504,808	1,985,374	-663,141	-25.04%
Enterprise Fund	18,990,215	19,866,603	20,210,603	20,470,903	15,833,671	19,152,367	-1,058,236	-5.24%
Internal Service Fund	11,831,107	10,967,065	10,501,535	10,766,535	9,588,543	10,374,577	-126,958	-1.21%
Trust Funds	20,681	17,390	0	0	5,333	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>90,710,669</b>	<b>88,906,157</b>	<b>82,897,261</b>	<b>86,931,638</b>	<b>66,847,699</b>	<b>80,888,120</b>	<b>-2,161,663</b>	<b>-2.61%</b>

Expenditures by Category as a Percentage of Total County Expenditures



# EXPENDITURE SUMMARY

## Summary by Department

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES BY DEPARTMENT</b>								
Aging Disability Resource Center	887,562	808,651	922,177	945,077	546,679	931,542	9,365	1.02%
Aging Services	628,983	615,901	636,812	636,812	448,684	622,095	-14,717	-2.31%
Aging Services-Caregiver Coalition	2,610	1,766	323	323	604	600	277	85.76%
Aging Services-Senior Conference	15,851	13,228	14,955	14,955	13,634	14,955	0	0.00%
Capital Project-Capital Reserve	1,511,632	1,279,542	2,376,950	2,676,950	2,717,184	1,666,770	-710,180	-29.88%
Capital Project-County Building Projects	741,793	97,735	0	0	244,742	0	0	0.00%
Capital Project-Interurban Trail	94	0	0	23,200	0	0	0	0.00%
Capital Project-Note	8,214,980	6,862,406	0	315,000	2,041,409	65,000	65,000	0.00%
Capital Project-Ozaukee Water Projects	1,102,263	884,139	271,566	532,680	501,474	253,604	-17,962	-6.61%
Capital Project-Technology Projects	0	0	0	0	0	0	0	0.00%
Clerk of Courts	1,443,039	1,524,804	1,570,038	1,570,038	1,076,190	1,608,173	38,135	2.43%
Coroner	116,637	92,926	145,327	145,327	86,738	174,633	29,306	20.17%
Corporation Council & Child Support	639,812	724,622	753,423	753,423	559,048	756,572	3,149	0.42%
County Board & County Clerk	616,967	714,418	1,224,936	1,225,936	425,487	735,502	-489,434	-39.96%
County Fairgrounds	217,445	264,752	283,164	333,164	261,146	270,835	-12,329	-4.35%
Debt Service	1,205,730	1,903,447	1,902,861	1,902,861	1,902,596	1,907,186	4,325	0.23%
Department of Administration	2,820,040	1,748,395	1,700,085	1,700,085	1,204,871	1,691,965	-8,120	-0.48%
District Attorney	479,323	485,360	517,127	517,127	330,517	532,242	15,115	2.92%
Emergency Management	282,329	180,273	257,437	257,437	121,485	248,367	-9,070	-3.52%
Facilities Management	1,364,350	1,438,811	1,321,002	1,531,002	1,060,154	1,203,239	-117,763	-8.91%
General Fund	1,729,753	1,497,981	0	0	1,415,900	0	0	0.00%
Golf Courses	1,575,148	1,449,327	1,778,003	2,035,803	1,332,849	1,728,198	-49,805	-2.80%
Highway Department	10,764,626	9,898,342	9,281,364	9,546,364	8,649,049	9,410,236	128,872	1.39%
Highways County Roads & Bridges	6,375,198	4,901,195	4,862,429	5,262,429	4,071,896	5,388,946	526,517	10.83%
Human Services	10,321,018	11,016,244	11,798,859	11,825,494	7,619,437	11,428,607	-370,252	-3.14%
Information Technology	1,066,481	1,068,723	1,220,171	1,220,171	973,897	964,341	-255,830	-20.97%
Land & Water Management	758,568	756,349	749,544	1,110,010	659,716	793,947	44,403	5.92%
Land Information Office	215,939	178,078	214,809	214,809	152,975	199,656	-15,153	-7.05%
Lasata Care Center	14,772,834	14,962,071	14,805,615	14,805,615	10,879,218	14,000,422	-805,193	-5.44%
Lasata Crossing	2,099,024	2,287,209	2,821,866	2,821,866	3,043,220	2,764,181	-57,685	-2.04%
Lasata Heights	543,209	1,167,996	805,119	807,619	647,062	659,565	-145,554	-18.08%
Non Departmental	0	1,581,805	1,333,428	1,333,428	1,272,710	1,395,329	61,901	4.64%
Planning & Parks	663,336	937,857	887,982	2,090,773	428,583	906,367	18,385	2.07%
Public Health	1,143,400	1,027,383	949,644	998,980	686,028	970,002	20,358	2.14%
Public Health-CJCC	1,925	237	22,000	22,000	37,248	25,502	3,502	15.92%
Radio Services & IT Projects	588,994	475,778	724,199	774,199	291,672	984,645	260,446	35.96%
Register of Deeds	409,112	454,393	399,928	399,928	319,988	408,857	8,929	2.23%
Revolving Loans	440,691	277,045	107,134	107,134	124,884	86,780	-20,354	-19.00%
Sheriff's Office	10,690,336	11,110,947	11,615,248	11,615,248	7,895,964	11,641,835	26,587	0.23%
Sheriff's-Jail Assessment	317,750	81,510	191,843	191,843	191,843	99,200	-92,643	-48.29%
Sheriff's-Jail Commissary	57,818	39,941	55,126	55,126	53,869	57,606	2,480	4.50%
Transit Services	3,124,016	3,300,972	3,595,478	3,831,827	2,143,961	3,494,056	-101,422	-2.82%
Treasurer	405,757	420,771	436,475	436,475	291,020	453,510	17,035	3.90%
University Extension	191,293	197,493	174,295	174,295	125,389	167,745	-6,550	-3.76%
Veterans Services	142,324	157,946	168,523	168,809	107,325	175,308	6,785	4.03%
<b>Expenditures by Department</b>	<b>90,689,990</b>	<b>88,888,769</b>	<b>82,897,265</b>	<b>86,931,642</b>	<b>66,958,345</b>	<b>80,888,120</b>	<b>-2,009,144</b>	<b>-2.42%</b>

## REVENUE SUMMARY

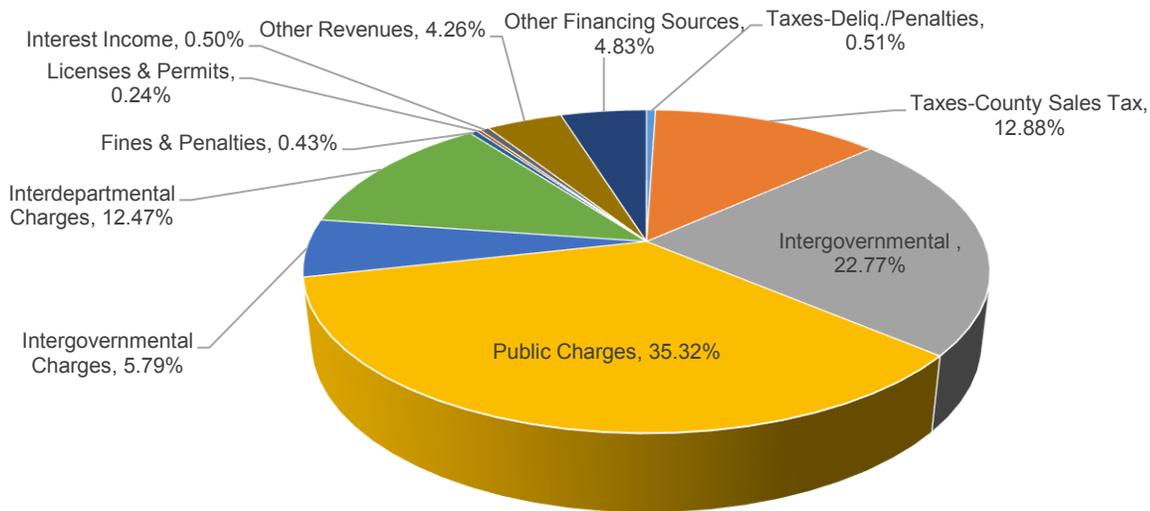
### Revenue Summary by Category & Committee

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016	2015-2016
							Variance \$	Variance %
<b>REVENUES BY CATEGORY</b>								
Taxes-Deliq./Penalties	690,867	555,646	382,610	382,610	291,897	311,437	-71,173	-18.60%
Taxes-County Sales Tax	6,796,393	7,393,657	7,175,000	7,175,000	3,777,810	7,870,000	695,000	9.69%
Intergovernmental	14,466,423	13,717,667	14,228,922	14,993,921	7,914,357	13,915,235	-466,209	-3.28%
Public Charges	21,802,574	21,319,602	22,302,969	22,302,969	14,522,422	21,579,991	-722,978	-3.24%
Intergovernmental Charges	3,905,262	3,759,525	3,326,128	3,326,128	2,771,047	3,535,194	209,066	6.29%
Interdepartmental Charges	8,640,348	7,300,599	7,693,866	7,693,866	4,330,704	7,618,405	-75,461	-0.98%
Fines & Penalties	233,762	242,298	262,500	262,500	166,197	264,500	2,000	0.76%
Licenses & Permits	129,962	117,578	124,725	124,725	92,452	144,900	20,175	16.18%
Interest Income	695,598	794,629	388,274	388,274	261,211	306,099	-82,175	-21.16%
Other Revenues	9,564,544	2,406,624	2,354,775	2,565,450	2,029,263	2,605,755	250,980	10.66%
Other Financing Sources	12,540,179	9,347,838	4,719,060	7,774,980	9,685,108	2,951,427	-1,767,633	-37.46%
<b>TOTAL REVENUES</b>	<b>79,465,912</b>	<b>66,955,663</b>	<b>62,958,829</b>	<b>66,990,423</b>	<b>45,842,468</b>	<b>61,102,943</b>	<b>-2,008,408</b>	<b>-3.19%</b>

#### REVENUE SUMMARY BY FUND TYPE

General Fund	13,935,988	14,133,540	14,053,815	15,878,072	10,262,319	13,869,452	-184,363	-1.31%
Special Revenue Fund	15,324,656	13,885,681	14,289,833	15,075,056	10,337,547	14,095,878	-346,477	-2.42%
Debt Service Fund	1,339,462	1,617,731	1,495,950	1,495,950	1,500,144	1,666,770	170,820	11.42%
Capital Projects	16,404,994	7,196,444	2,648,515	3,547,829	1,326,909	2,004,580	-643,935	-24.31%
Enterprise Fund	19,620,855	19,625,884	20,168,952	20,426,752	14,395,168	19,141,072	-1,027,880	-5.10%
Internal Service Fund	12,819,456	10,486,230	10,301,764	10,566,764	7,994,531	10,325,191	23,427	0.23%
Trust Funds	20,501	10,154	0	0	25,850	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>79,465,912</b>	<b>66,955,664</b>	<b>62,958,829</b>	<b>66,990,423</b>	<b>45,842,468</b>	<b>61,102,943</b>	<b>-2,008,408</b>	<b>-3.19%</b>

Revenues by Category as a Percentage of Total County Revenues



## REVENUE SUMMARY

### Summary by Department

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>REVENUES BY DEPARTMENT</b>								
Aging Disability Resource Center	851,840	836,589	922,177	945,077	681,092	931,543	9,366	1.02%
Aging Services	551,574	531,622	564,504	564,504	434,257	532,183	-32,321	-5.73%
Aging Services-Caregiver Coalition	4,431	2,319	500	500	845	600	100	20.00%
Aging Services-Senior Conference	18,025	15,355	14,955	14,955	16,095	14,955	0	0.00%
Capital Project-Capital Reserve	1,398,616	1,913,612	2,376,950	2,801,950	552,659	1,685,970	-690,980	-29.07%
Capital Project-County Building Projects	77,896	4,811	0	0	328	0	0	0.00%
Capital Project-Interurban Trail	87,785	0	0	23,200	0	0	0	0.00%
Capital Project-Ozaukee Water Projects	1,026,619	829,724	271,565	532,679	571,553	253,610	-17,955	-6.61%
Capital Projects-Capital Note	13,814,078	4,448,297	0	190,000	202,369	65,000	65,000	0.00%
Capital Project-Technology Projects	0	0	0	0	0	0	0	0.00%
Clerk of Courts	1,076,344	1,057,774	1,097,212	1,097,212	839,232	1,084,612	-12,600	-1.15%
Coroner	92,220	111,335	98,050	98,050	93,759	101,200	3,150	3.21%
Corporation Council & Child Support	448,817	498,076	465,020	465,020	247,076	465,020	0	0.00%
County Board & County Clerk	171,284	162,548	713,082	714,082	673,007	149,082	-564,000	-79.09%
Debt Service	1,339,462	1,617,731	1,495,950	1,495,950	1,500,144	1,666,770	170,820	11.42%
Department of Administration	494,427	124,986	50,000	50,000	87,192	162,382	112,382	224.76%
District Attorney	72,960	73,859	66,000	66,000	39,037	67,000	1,000	1.52%
Emergency Management	169,291	97,461	91,398	91,398	18,846	91,398	0	0.00%
Facilities Management	344,102	446,141	53,398	263,398	333,618	50,440	-2,958	-5.54%
Fairgrounds	195,828	158,573	173,205	223,205	189,524	177,000	3,795	2.19%
General Fund	7,512,982	7,762,076	7,500,506	7,500,506	4,059,375	8,173,006	672,500	8.97%
Golf Courses	1,703,336	1,663,543	1,813,800	2,071,600	1,760,808	1,793,550	-20,250	-1.12%
Highway Department	11,758,051	9,431,305	9,081,593	9,346,593	7,084,362	9,360,850	279,257	3.07%
Highways County Roads & Bridges	3,586,377	1,996,172	1,278,210	1,678,210	2,311,512	1,625,570	347,360	27.18%
Human Services	6,076,369	6,565,831	7,232,133	7,258,771	5,051,657	6,969,526	-262,607	-3.63%
Information Technology	1,061,405	1,054,925	1,220,171	1,220,171	910,430	964,341	-255,830	-20.97%
Land & Water Management	505,234	474,059	471,116	831,582	230,042	513,069	41,953	8.91%
Land Information Office	153,153	122,845	185,500	185,500	150,599	200,500	15,000	8.09%
Lasata Care Center	14,462,050	14,150,751	14,728,167	14,728,167	10,103,378	13,766,382	-961,785	-6.53%
Lasata Crossing	2,624,441	2,778,331	2,821,865	2,821,865	1,893,773	2,764,182	-57,683	-2.04%
Lasata Heights	831,028	1,033,258	805,120	805,120	638,840	816,958	11,838	1.47%
Non Departmental	0	516,224	611,230	611,230	203,512	606,250	-4,980	-0.81%
Planning & Parks	230,684	352,086	182,816	1,385,607	1,271,075	145,475	-37,341	-20.43%
Public Health	473,837	397,512	376,544	425,880	257,839	432,140	55,596	14.76%
Public Health-CJCC	135	1,610	22,000	22,000	22,000	0	-22,000	-100.00%
Radio Services & IT Projects	121,519	71,298	80,000	130,000	105,459	80,000	0	0.00%
Register of Deeds	771,075	747,599	750,000	750,000	586,448	875,000	125,000	16.67%
Revolving Loans	545,822	577,286	185,674	185,674	97,471	147,049	-38,625	-20.80%
Sheriff's Office	1,194,736	1,046,400	1,384,093	1,384,093	1,177,828	956,390	-427,703	-30.90%
Sheriff's-Jail Assessment	266,461	103,070	191,843	191,843	80,730	99,200	-92,643	-48.29%
Sheriff's-Jail Commissary	44,102	46,328	55,125	55,125	38,509	57,605	2,480	4.50%
Transit Services	2,556,701	2,530,568	3,087,463	3,323,812	1,456,860	2,908,006	-179,457	-5.81%
Treasurer	703,621	566,704	409,303	409,303	358,345	324,437	-84,866	-20.73%
University Extension	5,419	3,299	10,190	10,190	6,363	4,290	-5,900	-57.90%
Veterans Services	21,271	21,616	20,400	20,400	20,897	20,400	0	0.00%
<b>Revenues by Department</b>	<b>79,445,408</b>	<b>66,945,509</b>	<b>62,958,828</b>	<b>66,990,422</b>	<b>46,358,745</b>	<b>61,102,943</b>	<b>-1,855,887</b>	<b>-2.95%</b>

## TAX LEVY SUMMARY

### Tax Levy Summary by Committee & Department

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>FINANCE COMMITTEE</b>								
101-General Fund	-5,783,229	-6,264,095	-7,500,506	-7,500,506	-2,643,475	-8,173,006	-672,500	8.97%
102-Department of Administration	2,325,613	1,623,409	1,650,085	1,650,085	1,117,679	1,529,583	-120,502	-7.30%
103-Corporation Counsel & Child Supp	190,995	226,546	288,403	288,403	311,972	291,552	3,149	1.09%
105-County Board & County Clerk	445,683	551,870	511,854	511,854	-247,520	586,420	74,566	14.57%
107-County Treasurer	-297,864	-145,933	27,172	27,172	-67,325	129,073	101,901	375.02%
602-Information Technology	5,076	13,798	0	0	63,467	0	0	0.00%
104-Radio Services & IT Projects	467,475	404,480	644,199	644,199	186,213	904,645	260,446	40.43%
401-Capital Project-Capital Reserve	113,016	-634,070	0	-125,000	2,164,525	-19,200	-19,200	0.00%
405-Capital Project-County Building Prc	663,897	92,924	0	0	244,414	0	0	0.00%
406-Capital Project-Technology Project	0	0	0	0	0	0	0	0.00%
301-Debt Service Fund	-133,732	285,716	406,911	406,911	402,452	240,416	-166,495	-40.92%
209-Revolving Loan Fund	-105,131	-300,241	-78,540	-78,540	27,413	-60,269	18,271	-23.26%
120-Non Departmental	0	1,065,581	722,198	722,198	1,069,198	789,079	66,881	9.26%
<b>HEALTH &amp; HUMAN SERVICES COMMITTEE</b>								
203-Aging Disability Resource Center	35,722	-27,938	0	0	-134,413	-1	-1	0.00%
203-Aging Services	77,409	84,279	72,308	72,308	14,427	89,912	17,604	24.35%
218-Aging Services- Caregiver Coalitior	-1,821	-553	-177	-177	-241	0	177	-100.00%
215-Aging Services-Senior Conference	-2,174	-2,127	0	0	-2,461	0	0	0.00%
202-Human Services	4,244,649	4,450,413	4,566,726	4,566,723	2,567,780	4,459,081	-107,645	-2.36%
501-Lasata Care Center	310,784	811,320	77,448	77,448	775,840	234,040	156,592	202.19%
504-Lasata Crossing	-525,417	-491,122	1	1	1,149,447	-1	-2	-200.00%
502-Lasata Heights	-287,819	134,738	-1	2,499	8,222	-157,393	-157,392	-100.00%
204-Public Health	669,563	629,871	573,100	573,100	428,189	537,862	-35,238	-6.15%
217-Public Health-CJCC	1,790	-1,373	0	0	15,248	25,502	25,502	0.00%
114-Veterans' Services	121,053	136,330	148,123	148,409	86,428	154,908	6,785	4.58%
<b>NATURAL RESOURCES COMMITTEE</b>								
503-Golf Courses	-128,188	-214,216	-35,797	-35,797	-427,959	-65,352	-29,555	82.56%
115-Planning & Parks	432,652	585,771	705,166	705,166	-842,492	760,892	55,726	7.90%
117-Land & Water Management	253,334	282,290	278,428	278,428	429,674	280,878	2,450	0.88%
208-Land Information Office	62,786	55,233	29,309	29,309	2,376	-844	-30,153	-102.88%
106-Register of Deeds	-361,963	-293,206	-350,072	-350,072	-266,460	-466,143	-116,071	33.16%
116-University Extension	185,874	194,194	164,105	164,105	119,026	163,455	-650	-0.40%
402-Capital Project-Interurban Trail	-87,691	0	0	0	0	0	0	0.00%
407-Capital Project-Ozaukee Water Prc	75,644	54,415	1	1	-70,079	-6	-7	-700.00%
403-Capital Project-Tendick Park	0	0	0	0	0	0	0	0.00%
<b>PUBLIC SAFETY COMMITTEE</b>								
110-Clerk of Courts	366,695	467,030	472,826	472,826	236,958	523,561	50,735	10.73%
108-Coroner	24,417	-18,409	47,277	47,277	-7,021	73,433	26,156	55.32%
111-District Attorney	406,363	411,501	451,127	451,127	291,480	465,242	14,115	3.13%
113-Emergency Management	113,038	82,812	166,039	166,039	102,639	156,969	-9,070	-5.46%
112-Sheriff's Office	9,495,600	10,064,547	10,231,155	10,231,155	6,718,136	10,685,445	454,290	4.44%
212-Sheriff's Office-Jail Assessment Fu	51,289	-21,560	0	0	111,113	0	0	0.00%
210-Sheriff's Office-Jail Commissary Fu	13,716	-6,387	1	1	15,360	1	0	0.00%

## TAX LEVY SUMMARY

### Tax Levy Summary by Committee & Department

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>PUBLIC WORKS COMMITTEE</b>								
220-County Fairgrounds	21,617	106,179	109,959	109,959	71,622	93,835	-16,124	-14.66%
109-Facilities Management	1,020,248	992,670	1,267,604	1,267,604	726,536	1,152,799	-114,805	-9.06%
205-Highway County Roads & Bridges	2,788,821	2,905,023	3,584,219	3,584,219	1,760,384	3,763,376	179,157	5.00%
601-Highway Department	-993,425	467,037	199,771	199,771	1,564,687	49,386	-150,385	-75.28%
211-Transit Services	567,315	770,404	508,015	508,015	687,101	586,050	78,035	15.36%

## COUNTY ADMINISTRATOR MEETINGS WITH DEPARTMENTS Amendments

Account Number & Description		Amount of Change	Description of Change
<b>101-General Fund</b>			
101-0-00-41210-000	County Sales Tax	-170,000	Based on WCA estimate Treasurer agreed to increase
<b>102-Administration</b>			
102-1-01-55121-401	Repayment to County - Vehicle	-2,500	Reduce cost of 5 year payback of Administrator's car from \$7,500 to \$5,000-Assuming Trade In
102-2-02-53710-002	Computer Software <\$5,000	-4,000	Great Plains Upgrade Defer by One Year
102-2-02-54107-000	Consulting Services	-27,000	Great Plains Upgrade Defer by One Year
102-2-03-49302-000	Miscellaneous Revenue	-60,000	Increased revenue per Andy Lamb - for ADRC Grant Reimbursement 9/1/2015 & \$20k increased credit card revenue
102-2-08-51203-000	Health Insurance	-16,253	Reduce Health Insurance-J. Sauer E+1 Health Insurance covered by JD-per JD 9/1/15
<b>103-CorpCounsel/Child Support</b>			
103-1-02-51206-000	Workers Compensation	-313	Eliminate all worker's comp budget entries
<b>104-Radio Services/TR Projects</b>			
104-1-01-49303-000	Rental of County Property	-80,000	Per A. Lamb, Missing Revenue 9-1-15-Nothing was included in original budget
104-1-01-51203-000	Health Insurance	-8,126	Reduce Health Insurance due to S. Anderson-D. Jacoby's Health Insurance per JD 9/1/2015
104-1-01-61112-000	Computer Equipment & Software +\$5,000	-550,000	Reduce by \$250,000 CIP#104-RS08-Next Generation 911-Per JD 9-1-15 plus \$300,000 for Radios
104-1-01-61212-000	Moveable Equipment - Radios	-675,000	Reduce by \$675,000 CIP#104-RS04-Radio System - Per JD 9/1/2105 then add 93,922 from DA
104-1-03-54107-000	Consulting Services	-30,000	Remove CIP from TR Projects
104-1-03-54302-000	Licenses & Maintenance	-20,000	Remove CIP from TR Projects
104-1-03-61112-000	Computer Equipment & Software +\$5,000	-200,000	Remove CIP from TR Projects
104-1-03-61112-011	Computer Equipment & Software +\$5,000	-50,000	Reduce CIP#104-IT01 County Board Video Equipment from \$100,000 down to \$50,000-Per JD-9-915
<b>105-County Clerk/County Board</b>			
105-1-05-51203-000	Health Insurance	-11,000	Reduce for health insurance from family to single
105-1-06-54135-000	Programing Services	-10,000	Reduce \$10,000 per TMs request-Clerk does not have confirmed amount for programming services
<b>106-Register of Deeds</b>			
106-1-01-53106-000	Microfilm and Supplies	-6,000	Remove Microfische
<b>107-Treasurer</b>			
107-1-01-59108-000	Real Estate Write-off and Rescind Refund	14,000	Time Warner Reimbursement
<b>108-Coroner</b>			
108-1-01-51206-000	Workers Compensation	-22	Eliminate all worker's comp budget entries
108-1-01-53402-000	Gasoline & Diesel Fuel	2,000	Increase for Gas-Coroner new vehicle
<b>109-Facilities Management</b>			

Account Number & Description		Amount of Change	Description of Change
109-1-01-51101-000	Regular Salaries & Wages	-3,010	PW Director retirement-Fund position for 1/2 year
109-1-01-51201-001	Social Security Tax	-187	PW Director retirement-Fund position for 1/2 year
109-1-01-51201-002	Medicare Tax	-44	PW Director retirement-Fund position for 1/2 year
109-1-01-51202-000	Retirement	-199	PW Director retirement-Fund position for 1/2 year
109-1-01-51203-000	Health Insurance	-763	PW Director retirement-Fund position for 1/2 year
109-1-01-51204-000	Life Insurance	-6	PW Director retirement-Fund position for 1/2 year
109-1-01-51205-000	Disability Insurance	-12	PW Director retirement-Fund position for 1/2 year
109-1-01-51206-000	Workers Compensation	-608	Eliminate all worker's comp budget entries
109-1-01-51207-000	Unemployment Comp	-5,376	Eliminate all unemployment comp budget entries
109-1-01-54303-001	Special Building Repairs and Maintenance	-20,000	CIP# 109-AC21-Deferr
109-1-01-62512-000	Building Improvements	-75,000	Deferr all CIP# 109-AC21, 109-AC02, 109-AC19
109-1-02-51101-000	Regular Salaries & Wages	-3,010	PW Director retirement-Fund position for 1/2 year
109-1-02-51201-001	Social Security Tax	-187	PW Director retirement-Fund position for 1/2 year
109-1-02-51201-002	Medicare Tax	-44	PW Director retirement-Fund position for 1/2 year
109-1-02-51202-000	Retirement	-199	PW Director retirement-Fund position for 1/2 year
109-1-02-51203-000	Health Insurance	-763	PW Director retirement-Fund position for 1/2 year
109-1-02-51204-000	Life Insurance	-6	PW Director retirement-Fund position for 1/2 year
109-1-02-51205-000	Disability Insurance	-12	PW Director retirement-Fund position for 1/2 year
109-1-02-51206-000	Workers Compensation	-348	Eliminate all worker's comp budget entries
<b>110-Clerk of Courts</b>			
110-1-01-62512-000	Building Improvements	-73,821	CIP#s 110-03 and 110-04 Removed
110-1-01-61215-000	Furniture	-14,500	CIP#s 110-03 and 110-04 Removed
110-1-01-61112-000	Computer Equipment & Software +\$5,000	-3,000	CIP#s 110-03 and 110-04 Removed
110-1-01-51101-000	Regular Salaries & Wages	-2,260	Upgrade for the Deputy Clerk IV-NM08 to MGT106 Denied
110-1-01-51202-000	Retirement	-158	Upgrade for the Deputy Clerk IV-NM08 to MGT106 Denied
110-1-01-51201-001	Social Security Tax	-140	Upgrade for the Deputy Clerk IV-NM08 to MGT106 Denied
110-1-01-51201-002	Medicare Tax	-33	Upgrade for the Deputy Clerk IV-NM08 to MGT106 Denied
110-1-01-51205-000	Disability Insurance	-10	Upgrade for the Deputy Clerk IV-NM08 to MGT106 Denied
<b>111-District Attorney</b>			
111-1-01-51101-000	Regular Salaries & Wages	-65,986	New Asst DA position removed by County Administrator
111-1-01-51203-000	Health Insurance	-18,489	New Asst DA position removed by County Administrator
111-1-01-51202-000	Retirement	-4,355	New Asst DA position removed by County Administrator
111-1-01-51201-001	Social Security Tax	-3,805	New Asst DA position removed by County Administrator
111-1-01-51201-002	Medicare Tax	-890	New Asst DA position removed by County Administrator
111-1-01-51205-000	Disability Insurance	-271	New Asst DA position removed by County Administrator
111-1-01-51204-000	Life Insurance	-127	New Asst DA position removed by County Administrator
<b>112-Sheriff's Office</b>			
112-1-01-51101-000	Regular Salaries & Wages	-97,558	D. Milbach Military Leave-Investigator to Start 7/1/15
112-1-01-51104-000	Overtime	-6,615	overtime reduced to 2015 Adopted Budget per Sheriff
112-1-01-51201-001	Social Security Tax	-6,103	D. Milbach Military Leave-Investigator to Start 7/1/15
112-1-01-51201-002	Medicare Tax	-1,428	D. Milbach Military Leave-Investigator to Start 7/1/15

Account Number & Description		Amount of Change	Description of Change
112-1-01-51202-000	Retirement	-9,253	D. Milbach Military Leave-Investigator to Start 7/1/15
112-1-01-51203-000	Health Insurance	-13,867	D. Milbach Military Leave-Investigator to Start 7/1/15
112-1-01-51204-000	Life Insurance	-190	D. Milbach Military Leave-Investigator to Start 7/1/15
112-1-01-51205-000	Disability Insurance	-403	D. Milbach Military Leave-Investigator to Start 7/1/15
112-1-01-51206-000	Workers Compensation	-859	Eliminate worker's comp budget entries
112-1-01-62105-000	Building	-1,127,500	CIP# 112-08-Justice Center Storage Building removed
112-1-01-62512-000	Building Improvements	-90,054	CIP#112-09-Office Improvements removed
112-2-01-51104-000	Overtime	-15,545	Overtime reduced to 2015 Adopted Budget per Sheriff
112-2-01-51207-000	Unemployment Comp	-5,304	Eliminate unemployment comp budget entries
112-2-01-61112-000	Computer Equipment & Software +\$5,000	-40,000	CIP#112-11-Body Camera Deployment-partial for a pilot program \$15,688
112-3-01-51104-000	Overtime	-11,936	Overtime reduced to 2015 Adopted Budget per Sheriff
112-3-01-51206-000	Workers Compensation	-151	Eliminate worker's comp budget entries
112-3-01-61112-000	Computer Equipment & Software +\$5,000	-62,330	CIP Cell Phone Analyzer removed
112-3-03-51104-000	Overtime	-1,342	Overtime reduced to 2015 Adopted Budget per Sheriff
112-4-01-51101-000	Regular Salaries & Wages	-42,474	Two Additional Dispatchers-Delay Start Date to 7/1/15
112-4-01-51104-000	Overtime	-27,952	Overtime reduced to 2015 Adopted Budget per Sheriff
112-4-01-51201-001	Social Security Tax	-26,033	Two Additional Dispatchers-Delay Start Date to 7/1/15
112-4-01-51201-002	Medicare Tax	-616	Two Additional Dispatchers-Delay Start Date to 7/1/15
112-4-01-51202-000	Retirement	-2,803	Two Additional Dispatchers-Delay Start Date to 7/1/15
112-4-01-51203-000	Health Insurance	-27,734	Two Additional Dispatchers-Delay Start Date to 7/1/15
112-4-01-51204-000	Life Insurance	-81	Two Additional Dispatchers-Delay Start Date to 7/1/15
112-4-01-51205-000	Disability Insurance	-175	Two Additional Dispatchers-Delay Start Date to 7/1/15
112-6-01-51104-000	Overtime	-5,211	Overtime reduced to 2015 Adopted Budget per Sheriff
112-6-01-51206-000	Workers Compensation	-161	Eliminate all worker's comp budget entries
112-6-01-59355-000	Workers Compensation Claims	-25,000	Reduce due to multiple entry from Allocation from Finance 9/1/15
112-6-04-51104-000	Overtime	-13,350	Overtime reduced to 2015 Adopted Budget per Sheriff
112-6-04-62512-000	Building Improvements	-187,250	CIP Court security removed
<b>114-Veterans</b>			
114-1-01-51103-000	Temporary Salaries	-14,162	Reduce Temporary Salaries to 2015 Adopted-Error
114-1-01-42365-000	St Aid - Veterans Affairs Grant	-13,000	Added St Aid Grant back into budget which was not originally budgeted by department
<b>115-Planning &amp; Parks</b>			
115-1-01-49205-000	Sale of County Property - Land	100,000	Was not properly noted in correct cost center
115-1-01-49302-000	Other Revenue	-10,000	Increase corresponds to \$5,000 in each golf course
115-1-01-51101-000	Regular Salaries & Wages	-18,000	Reallocate to 407-Fish Passage cost center

Account Number & Description		Amount of Change	Description of Change
115-1-01-51103-000	Temporary Salaries	-7,025	Grant Ended Reduce temporary salary expenses
115-1-01-51207-000	Unemployment Comp	-8,244	Eliminate all unemployment comp budget entries
115-1-01-64101-000	Land Purchase	-20,000	Removed
115-1-05-63315-000	Land Improvements	-50,000	CIP 115-01 removed
115-1-07-63315-000	Land Improvements	-55,000	CIP 115-46 Reduce Do some every year in pieces
115-1-10-61212-000	Moveable Equipment	-30,000	CIP Remove Truckster
115-1-13-61212-000	Moveable Equipment	-20,000	CIP Remove Playground Equipment
115-1-14-63315-000	Land Improvements	-40,000	CIP# 115-21 Fredonia Playground Equipment
115-2-01-64101-000	Land Purchase	-1,000,000	CIP# 115-34 Natural Areas Acquisition-Lake Michigan Lions Den removed
<b>116-UW-Extention</b>			
116-1-01-51207-000	Unemployment Comp	-3,396	Eliminate all unemployment comp budget entries
116-1-01-51204-000	Life Insurance	-150	State pays all Life Insurance expense for full time state employees, not County
<b>117-Land &amp; Water</b>			
117-1-01-43542-000	POWTS Plan Review Fees	-6,250	Permits then increase plan review
117-1-01-47140-000	Sanitation Permits	-18,750	Sanitation Permits to Increase
117-1-01-51104-000	Overtime	-3,167	Eliminate all Overtime per Holschbach
117-2-01-42121-002	Fed Aid - Conservation Partnership	-5,000	New Grant
117-2-01-42375-005	St Aid - Urban NPS	-4,950	New Grant
117-2-01-49302-005	Fund Lake Michigan - Projected	-8,000	New Grant
117-2-01-51104-000	Overtime	-4,947	Eliminate all overtime per A. Holschbach
117-2-02-51104-000	Overtime	-153	Eliminate all overtime per A. Holschbach
117-2-03-51104-000	Overtime	-388	Eliminate all overtime per A. Holschbach
117-2-12-51104-000	Overtime	-158	Eliminate all overtime per A. Holschbach
117-2-13-47150-000	Zoning Permits	-2,000	Increase in Zoning Permits
117-2-13-51104-000	Overtime	-2,480	Eliminate all overtime per A. Holschbach
117-2-13-74100-000	Adopted Budget Carryover	-5,000	Carryover
117-2-14-51104-000	Overtime	-67	Eliminate all overtime per A. Holschbach
<b>120-Non-Departmental</b>			
120-2-03-74100-000	Adopted Budget Carryover Performance Bonus	-70,000	Not all money from Bonus to be used in 2015 Anticipated of \$30,000 by Y/E Carry over remaining bonus money to be used in 2016
120-1-03-58521-000	Historical Society Capital	-5,000	Reduce per TM, JD & L on 8/31/15
120-1-01-58580-000	Milwaukee Seven	10,000	Add funding to 2016 budget - per TM email 9/1/15
120-1-01-58510-000	Federated Library System	35,295	Increase per request letter from ESLS -9/1/15
<b>202-Human Services</b>			
202-1-01-71200-000	Budget Amend Transfer from HS Fund	-200,000	Fund Balance Applied -\$100,000 is reserved for office remodeling only
202-2-14-54610-000	Wraparound Services / FPI	-20,000	Reduce by entry from HS 9/1/15
202-1-01-51207-000	Unemployment Comp	-7,620	removedEliminate all unemployment comp budget entries
202-1-01-51206-000	Workers Compensation	-24	Eliminate all worker's comp budget entries
202-1-01-62512-000	Building Improvements	100,000	Office Remolding of 3rd and 4th Floor
<b>203-Aging Services</b>			
203-2-03-71200-000	Budget Amendment Transfer from AS Fund	-25,000	Fund Balance Applied
<b>204-Public Health</b>			
204-1-01-71200-000	Budget Amend Transfer from PH Fund	-50,000	Fund Balance Applied
204-1-01-51101-000	Regular Salaries & Wages	-16,544	D. Ziegler leaving 10/1/15
204-2-04-51101-000	Regular Salaries & Wages	-1,838	D. Ziegler leaving 10/1/15
204-1-01-51202-000	Retirement	-1,092	D. Ziegler leaving 10/1/15

Account Number & Description		Amount of Change	Description of Change
204-1-01-51201-001	Social Security Tax	-1,026	D. Ziegler leaving 10/1/15
204-1-01-51201-002	Medicare Tax	-240	D. Ziegler leaving 10/1/15
204-2-04-51202-000	Retirement	-121	D. Ziegler leaving 10/1/15
204-2-04-51201-001	Social Security Tax	-114	D. Ziegler leaving 10/1/15
204-1-01-51205-000	Disability Insurance	-68	D. Ziegler leaving 10/1/15
204-1-01-51204-000	Life Insurance	-31	D. Ziegler leaving 10/1/15
204-2-04-51201-002	Medicare Tax	-27	D. Ziegler leaving 10/1/15
204-2-04-51205-000	Disability Insurance	-8	D. Ziegler leaving 10/1/15
204-2-04-51204-000	Life Insurance	-3	D. Ziegler leaving 10/1/15
204-1-01-54101-000	AHEC Summer Intern-Environmental Health	2,400	Last minute request by K.Johnson on 9/1/15
<b>211-Transit Services</b>			
211-1-01-51101-000	Regular Salaries & Wages	-3,010	PW Director retirement-Fund position for 1/2 year
211-1-02-51101-000	Regular Salaries & Wages	-3,010	PW Director retirement-Fund position for 1/2 year
211-1-01-51203-000	Health Insurance	-763	PW Director retirement-Fund position for 1/2 year
211-1-02-51203-000	Health Insurance	-763	PW Director retirement-Fund position for 1/2 year
211-1-01-51202-000	Retirement	-199	PW Director retirement-Fund position for 1/2 year
211-1-02-51202-000	Retirement	-199	PW Director retirement-Fund position for 1/2 year
211-1-01-51201-001	Social Security Tax	-187	PW Director retirement-Fund position for 1/2 year
211-1-02-51201-001	Social Security Tax	-187	PW Director retirement-Fund position for 1/2 year
211-1-01-51201-002	Medicare Tax	-44	PW Director retirement-Fund position for 1/2 year
211-1-02-51201-002	Medicare Tax	-44	PW Director retirement-Fund position for 1/2 year
211-1-01-51205-000	Disability Insurance	-12	PW Director retirement-Fund position for 1/2 year
211-1-02-51205-000	Disability Insurance	-12	PW Director retirement-Fund position for 1/2 year
211-1-01-51204-000	Life Insurance	-6	PW Director retirement-Fund position for 1/2 year
211-1-02-51204-000	Life Insurance	-6	PW Director retirement-Fund position for 1/2 year
<b>220-Fairgrounds</b>			
220-1-01-54303-000	Building Repair and Maintenance	10,000	From buildings account for removal of hog barn upgrades Remaining money to increase building repairs and maintenance
220-1-01-62105-000	Building	-60,000	Remove \$50,000 CIP#220-02-Beef & Hog Barn-Leave \$10,000 in for some future repairs but move to building repairs
<b>301-Debt Service Funds</b>			
301-1-01-71100-401	Operating Transfer from Capital Reserves	-150,000	A. Lamb confirmed by YE 2015-fund balance in Capital Reserve to use in Debt Service, still on levy
<b>401-Capital Reserve</b>			
401-1-01-45121-102	Repayment - Cty Admin	-5,000	County Administrator-Repayment annually to county for replacement vehicle
401-1-01-45121-108	Repayment to County-Coroner	-6,500	Coroner-Repayment annually to county for new vehicle
401-1-01-74300-000	Fund Balance Budget Applied	-150,000	A. Lamb confirmed by YE 2015-fund balance in Capital Reserve to use in Debt Service, still on levy
401-1-01-81100-301	Operating Transfer to Debt Service	150,000	A. Lamb confirmed by YE 2015-fund balance in Capital Reserve to use in Debt Service, still on levy
<b>501-Lasata Care Center</b>			
501-1-01-71100-502	Operating Transfer from Lasata Heights	157,393	No Transfer from Lasata Heights
501-2-01-51207-000	Unemployment Comp	37,500	Increase Amount from Finance understated -R. Luedtke changed on 9/1/15
501-2-01-59355-000	Workers Compensation Claims	-76,148	Increase Amount from Finance understated -R. Luedtke changed on 9/1/15
501-2-02-59101-000	Other Expenses Nursing	-10,000	Amount Reduce by \$10,000 Ralph on 9/1/15
501-2-07-54303-000	Building Repair and Maintenance	-5,000	R. Luedtke reduced by \$5,000 on 9/1/15

<b>Account Number &amp; Description</b>		<b>Amount of Change</b>	<b>Description of Change</b>
501-2-08-54509-000	Purchased Services Housekeeping	-5,000	R. Luedtke reduced by \$5,000 on 9/1/15
501-2-08-59101-000	Other Expenses Housekeeping	-2,500	R. Luedtke reduced by \$2,500 on 9/1/15
501-4-01-54201-000	Electricity	-2,500	R. Luedtke reduced by \$2,500 on 9/1/15
501-4-01-54204-000	Natural Gas and Fuel Oil	-2,500	R. Luedtke reduced by \$2,500 on 9/1/15
<b>502-Lasata Heights</b>			
502-2-01-81100-501	Operating Transfer to Lasata Care Center	-157,393	Do not transfer to Fund Lasata Care Center
<b>503-Golf Courses</b>			
503-1-01-51206-000	Workers Compensation	-815	Eliminate all worker's comp budget entries
503-1-02-59103-000	Property Tax Expense	5,000	Increase \$5,000 in each golf course
503-1-02-61212-000	Machinery & Equipment	10,000	Increase golf carts replacement for both courses
503-1-02-69999-000	Contra Capital Outlay	-10,000	Increase golf carts replacement for both courses
503-1-03-59103-000	Property Tax Expense	5,000	Increase \$5,000 in each golf course
503-1-03-61212-000	Moveable Equipment	10,000	Increase golf carts replacement for both courses
503-1-03-69999-000	Contra Capital Outlay	-10,000	Increase golf carts replacement for both courses
<b>601-Highway</b>			
601-1-01-51101-000	Regular Salaries & Wages	-48,150	PW Director retirement-Fund position for 1/2 year
601-1-01-51201-001	Social Security Tax	-2,985	PW Director retirement-Fund position for 1/2 year
601-1-01-51201-002	Medicare Tax	-698	PW Director retirement-Fund position for 1/2 year
601-1-01-51202-000	Retirement	-3,078	PW Director retirement-Fund position for 1/2 year
601-1-01-51203-000	Health Insurance	-12,203	PW Director retirement-Fund position for 1/2 year
601-1-01-51204-000	Life Insurance	-92	PW Director retirement-Fund position for 1/2 year
601-1-01-51205-000	Disability Insurance	-197	PW Director retirement-Fund position for 1/2 year
601-2-04-59355-000	Workers Compensation Claims	-100,000	Reduce \$100,000-Multiple entry in allocations from Finance Department 9/1/15
<b>County Wide Total Amendments</b>		<b>-5,996,766</b>	

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# FINANCE



## FINANCE COMMITTEE

DANIEL BECKER, CHAIRPERSON  
RICHARD NELSON, VICE CHAIRPERSON  
GUSTAV WIRTH JR.  
RICHARD DIEFFENBACH  
IRENA MACEK

Jason Dzwinel	Asst. County Administrator/HR & IT Director	Administration Center	262-238-8321
Rhonda Gorden	Corporation Counsel	Justice Center	262-284-8400
Andrew Lamb	Finance Director	Administration Center	262-238-8240
Karen Makoutz	Treasurer	Administration Center	262-238-8280
Julianne Winkelhorst	County Clerk	Administration Center	262-238-8110

**ADMINISTRATION CENTER**  
121 W. Main St  
Port Washington, WI 53074  
(262) 284-9411

**JUSTICE CENTER**  
1201 S. Spring St.  
Port Washington, WI 53074  
(262) 284-9411

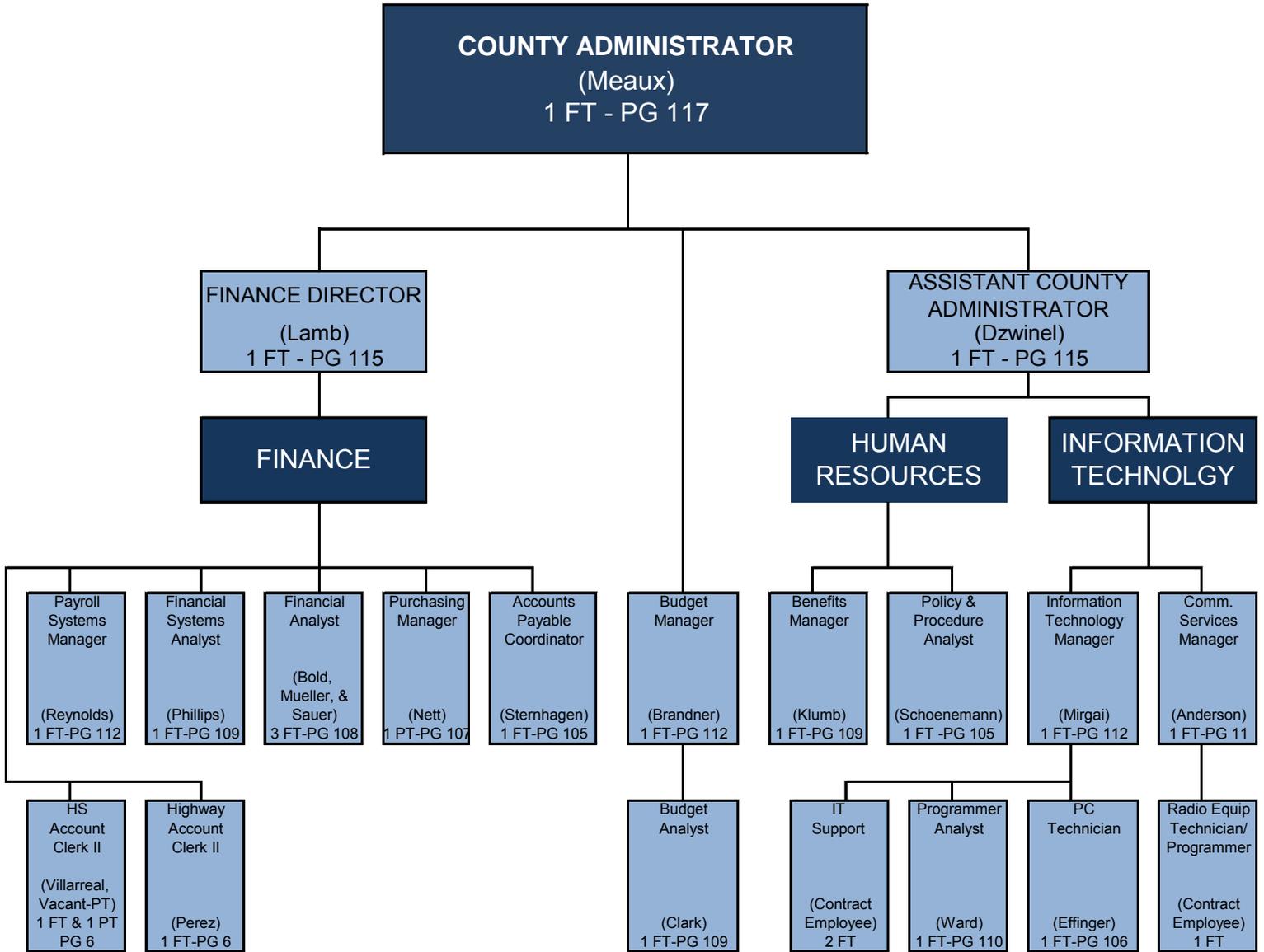
**HIGHWAY DEPARTMENT**  
410 S. Spring St.  
Port Washington, WI 53074  
(262) 284-8331

**TRANSIT CENTER**  
410 S. Spring St.  
Port Washington, WI 53074  
(262)284-8108

**LASATA CARE CENTER**  
W76N677 Wauwatosa Rd  
Cedarburg, WI 53012  
(262) 377-5060

<http://www.co.ozaukee.wi.us>

**DEPARTMENT OF ADMINISTRATION  
ORGANIZATIONAL CHART**



**DEPARTMENT OF ADMINISTRATION**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
**OVERALL DEPARTMENT SUMMARY**

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	1,001,562	1,106,895	1,111,280	1,111,280	754,089	1,080,911	-30,369	-2.73%
Fringe Benefits	338,356	353,608	384,697	384,697	251,988	342,669	-42,028	-10.92%
Travel & Training	3,791	4,150	6,275	6,275	2,036	6,825	550	8.76%
Supplies	32,683	30,224	23,300	23,300	26,779	23,975	675	2.90%
Purchased Services	114,623	166,539	79,775	79,775	91,865	143,941	64,166	80.43%
Interdepartmental Charges	80,847	84,935	82,510	82,510	65,547	81,398	-1,112	-1.35%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	5,000	2,044	12,248	12,248	10,150	12,246	-2	-0.02%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>1,576,862</b>	<b>1,748,395</b>	<b>1,700,085</b>	<b>1,700,085</b>	<b>1,202,454</b>	<b>1,691,965</b>	<b>-8,120</b>	<b>-0.48%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	41,182	0	0	0	41,182	41,182	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	44,177	68,804	50,000	50,000	87,024	121,200	71,200	142.40%
Other Financing Sources	58,791	15,000	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>102,968</b>	<b>124,986</b>	<b>50,000</b>	<b>50,000</b>	<b>87,024</b>	<b>162,382</b>	<b>112,382</b>	<b>224.76%</b>
<b>TAX LEVY</b>	<b>1,473,894</b>	<b>1,623,409</b>	<b>1,650,085</b>	<b>1,650,085</b>	<b>1,115,430</b>	<b>1,529,583</b>	<b>-120,502</b>	<b>-7.30%</b>

**DEPARTMENT OF ADMINISTRATION-COUNTY ADMINISTRATOR'S OFFICE**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 102-1

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	141,272	145,188	145,950	145,950	97,985	148,097	2,147	1.47%
Fringe Benefits	43,475	43,817	45,186	45,186	29,895	44,553	-633	-1.40%
Travel & Training	1,949	1,229	1,925	1,925	1,289	1,925	0	0.00%
Supplies	795	1,252	2,200	2,200	975	2,175	-25	-1.14%
Purchased Services	2,286	16,340	2,000	2,000	836	2,661	661	33.05%
Interdepartmental Charges	13,879	17,803	15,763	15,763	8,922	17,091	1,328	8.42%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	-2	1,519	1,248	1,248	2,195	1,246	-2	-0.16%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>203,654</b>	<b>227,148</b>	<b>214,272</b>	<b>214,272</b>	<b>142,097</b>	<b>217,748</b>	<b>3,476</b>	<b>1.62%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	4,678	0	0	0.00%
Other Financing Sources	0	15,000	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>4,678</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>203,654</b>	<b>212,148</b>	<b>214,272</b>	<b>214,272</b>	<b>137,419</b>	<b>217,748</b>	<b>3,476</b>	<b>1.62%</b>

**DEPARTMENT OF ADMINISTRATION-FINANCE**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 102-2

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	643,208	683,460	631,271	631,271	428,089	588,979	-42,292	-6.70%
Fringe Benefits	220,923	224,822	234,533	234,533	153,677	193,751	-40,782	-17.39%
Travel & Training	1,148	2,115	3,600	3,600	197	3,400	-200	-5.56%
Supplies	15,978	10,960	3,925	3,925	12,036	3,625	-300	-7.64%
Purchased Services	47,323	84,409	33,040	33,040	48,943	86,080	53,040	160.53%
Interdepartmental Charges	57,560	56,921	55,158	55,158	48,895	54,677	-481	-0.87%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	3,912	163	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>990,052</b>	<b>1,062,850</b>	<b>961,527</b>	<b>961,527</b>	<b>691,837</b>	<b>930,512</b>	<b>-31,015</b>	<b>-3.23%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	41,182	0	0	0	41,182	41,182	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	44,177	68,474	50,000	50,000	80,064	120,000	70,000	140.00%
Other Financing Sources	58,791	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>102,968</b>	<b>109,656</b>	<b>50,000</b>	<b>50,000</b>	<b>80,064</b>	<b>161,182</b>	<b>111,182</b>	<b>222.36%</b>
<b>TAX LEVY</b>	<b>887,084</b>	<b>953,194</b>	<b>911,527</b>	<b>911,527</b>	<b>611,773</b>	<b>769,330</b>	<b>-142,197</b>	<b>-15.60%</b>

**DEPARTMENT OF ADMINISTRATION-HUMAN RESOURCES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 102-3

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	92,527	96,216	134,313	134,313	91,144	137,096	2,783	2.07%
Fringe Benefits	35,054	35,065	49,258	49,258	31,265	48,724	-534	-1.08%
Travel & Training	694	805	750	750	550	1,500	750	100.00%
Supplies	15,910	17,586	16,750	16,750	13,343	17,750	1,000	5.97%
Purchased Services	65,014	65,791	44,736	44,736	42,085	55,200	10,464	23.39%
Interdepartmental Charges	9,397	10,206	9,588	9,588	6,168	9,631	43	0.45%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	664	361	1,000	1,000	1,062	1,000	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>219,260</b>	<b>226,030</b>	<b>256,395</b>	<b>256,395</b>	<b>185,617</b>	<b>270,901</b>	<b>14,506</b>	<b>5.66%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	330	0	0	100	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>330</b>	<b>0</b>	<b>0</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>219,260</b>	<b>225,700</b>	<b>256,395</b>	<b>256,395</b>	<b>185,517</b>	<b>270,901</b>	<b>14,506</b>	<b>5.66%</b>

**DEPARTMENT OF ADMINISTRATION-BUDGET**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 102-5

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	124,556	182,031	199,745	199,745	136,871	206,739	6,994	3.50%
Fringe Benefits	38,905	49,905	55,720	55,720	37,151	55,642	-78	-0.14%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	425	425	425	425	425	0	0.00%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	11	5	2,000	2,000	1,563	0	-2,000	-100.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	425	0	10,000	10,000	6,892	10,000	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>163,897</b>	<b>232,366</b>	<b>267,890</b>	<b>267,890</b>	<b>182,902</b>	<b>272,806</b>	<b>4,916</b>	<b>1.84%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	2,182	1,200	1,200	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,182</b>	<b>1,200</b>	<b>1,200</b>	<b>100.00%</b>
<b>TAX LEVY</b>	<b>163,897</b>	<b>232,366</b>	<b>267,890</b>	<b>267,890</b>	<b>180,720</b>	<b>271,606</b>	<b>3,716</b>	<b>1.39%</b>

**RADIO SERVICES AND TECHNOLOGY PROJECTS**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 104

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	66,778	67,085	71,471	71,471	45,723	69,759	-1,712	-2.40%
Fringe Benefits	9,881	10,646	19,032	19,032	10,851	10,276	-8,756	-46.01%
Travel & Training	2,413	197	3,000	3,000	0	3,000	0	0.00%
Supplies	100,775	30,068	50,600	50,600	62,668	50,100	-500	-0.99%
Purchased Services	278,934	207,420	328,050	378,050	159,283	327,750	-300	-0.09%
Interdepartmental Charges	10,345	8,243	15,450	15,450	9,422	13,431	-2,019	-13.07%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	1,733	2,282	1,595	1,595	1,595	1,408	-187	-11.72%
Capital Outlay	118,134	149,838	235,000	235,000	0	508,922	180,000	76.60%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>588,993</b>	<b>475,779</b>	<b>724,198</b>	<b>774,198</b>	<b>289,542</b>	<b>984,646</b>	<b>260,448</b>	<b>35.96%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	72,519	71,298	80,000	80,000	31,509	80,000	0	0.00%
Other Financing Sources	49,000	0	0	50,000	50,000	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>121,519</b>	<b>71,298</b>	<b>80,000</b>	<b>130,000</b>	<b>81,509</b>	<b>80,000</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>467,474</b>	<b>404,481</b>	<b>644,198</b>	<b>644,198</b>	<b>208,033</b>	<b>904,646</b>	<b>260,448</b>	<b>40.43%</b>

**INFORMATION TECHNOLOGY**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Internal Service Fund - 602

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	294,426	289,514	265,475	265,475	198,352	278,641	13,166	4.96%
Fringe Benefits	127,628	105,868	97,932	97,932	67,455	97,732	-200	-0.20%
Travel & Training	3,862	5,674	6,900	6,900	1,348	7,750	850	12.32%
Supplies	11,830	13,039	14,000	14,000	5,705	13,900	-100	-0.71%
Purchased Services	628,401	594,616	835,464	835,464	687,947	552,178	-283,286	-33.91%
Interdepartmental Charges	231	179	200	200	89	200	0	0.00%
Depreciation	0	9,283	0	0	9,160	13,740	13,740	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	104	52,460	200	200	0	200	0	0.00%
Capital Outlay	0	-1,909	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>1,066,482</b>	<b>1,068,724</b>	<b>1,220,171</b>	<b>1,220,171</b>	<b>970,056</b>	<b>964,341</b>	<b>-255,830</b>	<b>-20.97%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	2,200	0	1,500	1,500	0	0	-1,500	-100.00%
Intergovernmental Charges	7,428	22,888	7,500	7,500	1,668	9,000	1,500	20.00%
Interdepartmental Charges	1,051,246	1,031,227	1,211,171	1,211,171	908,352	955,341	-255,830	-21.12%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	531	809	0	0	410	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>1,061,405</b>	<b>1,054,924</b>	<b>1,220,171</b>	<b>1,220,171</b>	<b>910,430</b>	<b>964,341</b>	<b>-255,830</b>	<b>-20.97%</b>
<b>TAX LEVY</b>	<b>5,077</b>	<b>13,800</b>	<b>0</b>	<b>0</b>	<b>59,626</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>

**DEPARTMENT OF ADMINISTRATION-COUNTY ADMINISTRATOR  
BUDGET HIGHLIGHTS**

**EXPENDITURES**

<b>Account Number</b>	<b>Account Description</b>	<b>Reason for Increase/Decrease</b>	<b>\$ Inc/-Dec</b>
102-1-01-55121-401	Repayment to County	Replacement vehicle for CA-Repayment over 4 years	\$5,000
<b>Total Increase/-Decrease</b>			<b>\$5,000</b>

**REVENUES**

<b>Account Number</b>	<b>Account Description</b>	<b>Reason for Increase/Decrease</b>	<b>\$ Inc/-Dec</b>
<b>Total Increase/-Decrease</b>			<b>\$0</b>

**WAGE & BENEFIT CHANGES**

<b>Account Number</b>	<b>Account Description</b>	<b>Reason for Increase/Decrease</b>	<b>\$ Inc/-Dec</b>
<b>Total Increase/-Decrease</b>			<b>\$0</b>

**LEVY REQUEST**

2016 LEVY REQUEST	\$217,748
OVERALL \$ INCREASE/-DECREASE	\$3,476
OVERALL % INCREASE/-DECREASE	1.62%

**DEPARTMENT OF ADMINISTRATION-FINANCE  
BUDGET HIGHLIGHTS**

**EXPENDITURES**

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc-/Dec
<b>Total Increase/-Decrease</b>			<b>\$0</b>

**REVENUES**

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc-/Dec
102-2-03-49302-000	Miscellaneous Revenues	Improved credit card reimbursement system	\$20,000
<b>Total Increase/-Decrease</b>			<b>\$20,000</b>

**WAGE & BENEFIT CHANGES**

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc-/Dec
102-2-09-51101-000	Salaries & Wages	Eliminating Financial Analyst HS position	-\$96,095
102-2-03-51101-000	Salaries & Wages	New position, Account Clerk 3	\$22,391
<b>Total Increase/-Decrease</b>			<b>-\$73,704</b>

**LEVY REQUEST**

2016 LEVY REQUEST	<b>\$769,330</b>
OVERALL \$ INCREASE/-DECREASE	<b>-\$142,197</b>
OVERALL % INCREASE/-DECREASE	<b>-15.60%</b>

**DEPARTMENT OF ADMINISTRATION-HUMAN RESOURCES/IT/RADIO  
BUDGET HIGHLIGHTS**

**EXPENDITURES**

<b>Account Number</b>	<b>Account Description</b>	<b>Reason for Increase/Decrease</b>	<b>\$ Inc/-Dec</b>
102-3-01-54101-000	Other Professional Services	Increased costs of employee recruitment testing	\$5,464
102-3-01-54502-000	Advertising & Legal Notices	Increase costs of employee recruitment	\$2,500
102-3-01-54507-000	Employment Exams	Increased costs of employee recruitment testing	\$2,500
104-1-03-54107-000	Consulting Services	IT Security Assessment	\$30,000
104-1-03-54302-000	Licenses & Maintenance	Contract Scanning Project	\$20,000
<b>Total Increase/-Decrease</b>			<b>\$60,464</b>

**REVENUES**

<b>Account Number</b>	<b>Account Description</b>	<b>Reason for Increase/Decrease</b>	<b>\$ Inc/-Dec</b>
<b>Total Increase/-Decrease</b>			<b>\$0</b>

**WAGE & BENEFIT CHANGES**

<b>Account Number</b>	<b>Account Description</b>	<b>Reason for Increase/Decrease</b>	<b>\$ Inc/-Dec</b>
<b>Total Increase/-Decrease</b>			<b>\$0</b>

**LEVY REQUEST-HUMAN RESOURCES**

2016 LEVY REQUEST	<b>\$270,901</b>
OVERALL \$ INCREASE/-DECREASE	<b>\$14,506</b>
OVERALL % INCREASE/-DECREASE	<b>5.66%</b>

**LEVY REQUEST-RADIO SERVICES**

2016 LEVY REQUEST	<b>\$904,646</b>
OVERALL \$ INCREASE/-DECREASE	<b>\$260,448</b>
OVERALL % INCREASE/-DECREASE	<b>40.43%</b>

**LEVY REQUEST-INFORMATION TECHNOLOGY**

2016 LEVY REQUEST	<b>\$0</b>
OVERALL \$ INCREASE/-DECREASE	<b>\$0</b>
OVERALL % INCREASE/-DECREASE	<b>0.00%</b>

**DEPARTMENT OF ADMINISTRATION-BUDGET  
BUDGET HIGHLIGHTS**

**EXPENDITURES**

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
102-5-01-55130-000	IT Supplies	number of ink toners for color laser printer	-\$2,000
<b>Total Increase/-Decrease</b>			<b>-\$2,000</b>

**REVENUES**

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
102-5-01-49302-000	Courthouse Restoration	Transfer account-Courthouse restoration donations	\$1,200
<b>Total Increase/-Decrease</b>			<b>\$1,200</b>

**WAGE & BENEFIT CHANGES**

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
102-5-01-51101-000	Salary & Wages & Benefits	Budget Analyst Paygrade Adjustment	\$2,089
<b>Total Increase/-Decrease</b>			<b>\$2,089</b>

**LEVY REQUEST**

2016 LEVY REQUEST	<b>\$271,606</b>
OVERALL \$ INCREASE/-DECREASE	<b>\$3,716</b>
OVERALL % INCREASE/-DECREASE	<b>1.39%</b>

## DEPARTMENT OF ADMINISTRATION - COUNTY ADMINISTRATOR'S OFFICE

### MISSION

The Ozaukee County Administrator shall coordinate all administrative and management functions of County government not otherwise vested by law to other entities.

### GOALS

Our goal is to provide communication, facilitation, and cooperation between Ozaukee County residents, the County Board, and County Departments resulting in maximum service efficiency.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Appoint and supervise department heads	59-18(2) (b)	Provides departmental oversight through appointment, supervision, and evaluation of department heads.
County operational preview	59-18(2) (b)	Review and attend committees meetings, and review organizational structure for efficiencies and effectiveness.
Execute lawful contracts on County's behalf	59-18(2) (b)	Review grant applications; analyze, track, oversee, report, and manage Federal and State received grants.
Inform County Board of financial condition, operational issues, and state and federal legislation	59-18(2) (b)	Resolves administrative problems, is responsible for the internal employee safety program for all County facilities.
Long Range Planning Program		The provision of assistance to the County Board relating to long range guidance to Ozaukee County through use of program evaluation, strategic planning, and capital improvement planning.
Budget Preparation	59-60(4)(a)-(c)	Preparation, amendment, and recommendation of annual Ozaukee County budget for Executive Committee approval.
Labor Negotiations	111-70(2)	Coordinate, support, and oversee collective bargaining process with the Ozaukee County's four representative bargaining units.
Coordinate All Functions Not Vested in Laws Boards of Commissions & Appointment Powers	59-18(2)(a) & c	As the liaison for the public, the County Administrator represents Ozaukee County by making public appearances and speeches, attending meetings, and interacting with the County Board.

### PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Actual 2014	Actual 2015	Target 2016
Bond Rating	Maintain Aaa rating	Aaa	Aaa	Aaa
Allowable Debt Used	Maintain low percentage	3.2%	3.2%	6.84%
Debt Available by Statute	Keep above 90%	96.80%	96.8%	93.16%
Property Tax Mill Rate by County	Keep rate consistent	\$1.84	\$1.94	\$1.88
Mill rate amongst 72 counties	Be among the lowest counties in State (1=Low)	1	1	1
Per Capita Property Tax Rate by County	Maintain consistent rate	\$223.49	\$221.54	\$221.54
Per Capital Property Tax County Ranking of 72 WI counties	Be among the lowest counties in State (1=Low)	2	2	2
Hours influencing Legislatures on Ozaukee County's behalf	Commit to at least 5 hrs. per month	5 hr./month	5 hr./month	5 hr./month
Personnel Cost as % of Budget	Maintain consistent personnel cost	56.37%	57.06%	56.25%
Fringe Benefit Cost as % of Total Personnel Cost	Maintain consistent fringe cost	28.70%	28.99%	26.74%
Capital Expenditures as % of Operating Costs	Maintain 4% Cost Level	5.11%	5.08%	3.89%

**PERFORMANCE MEASUREMENTS**

<b>Activity</b>	<b>Performance Measure</b>	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Target 2016</b>
GFOA Budget Award	Receive award every year	Yes	Yes	Yes
GFOA CAFR Award	Receive award every year	Yes	Yes	Yes

**PERSONNEL**

<b>Current Positions</b>	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Target 2016</b>
Funded Positions (Paid)	3	4	4
Funded FTE Positions	3.70	3.70	4

**Changes for 2016**

Pay grade adjustment for Budget Analyst from MGMT 108-109

## DEPARTMENT OF ADMINISTRATION – FINANCE

### MISSION

The mission of the Finance Department is to facilitate effective and efficient fiscal management while maintaining accountability for the financial resources in accordance with generally accepted accounting principles (GAAP).

### GOALS

Our goals are to protect the County's assets, ensure operations are cost effective, accurately record financial transactions, render informed advice to decision makers, and provide outstanding service to all stakeholders.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
External Audit	59.47	Close and Reconcile Year end, prepare Single Audit and CAFR for opinion, address Auditors Management Letter issues, obtain unqualified opinion
Payroll	Fair Labor Standards Act, IRS, WI DOR	Maintain Employee data, process biweekly payroll, submit tax and various other payments, process W-2's and other year-end reports, comply with WRS, FSLA, WDOR, and various withholdings
General Accounting	59.52, 59.60,67.03	Comply with GAAP/GASB, provide accurate monthly reporting to all users, maintain appropriate debt and reserve levels, monitor compliance with budget, provide dependable service to all departments and boards, account for fixed assets, and maintain accounting software, training, and security
Accounts Payable	59.52	Pay vendors on timely basis, process 1099's, maintain vendor database
Internal Audit	59.47 (2)	Monitor internal controls, safeguard assets.
Purchasing	59.52 (9)	Seek appropriate product/service at best price from reliable vendor, negotiate discounts for prompt payment, monitor Purchase Order request to budget, facilitate various insurance claims and contracts.

### PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Actual 2014	Actual 2015	Target 2016
Audit Opinion	Receive Unmodified Opinion	Unmodified	Unmodified	Unmodified
Audit Findings	Receive no findings	0	0	0
GFOA CAFR award for Achievement for excellence in Financial Reporting	Receive award annually	10 / 10	11 / 11	12 / 12
Audited Compliance to Federal and State programs	Be in compliance	Yes	Yes	Yes
Audited Material Weakness in Internal Controls	Have no material weakness	0	0	0
Number of payrolls delivered / on-time	All payrolls delivered on time	26 / 26	27 / 27	26 /26
New Employees / Processed within 3 days of hire	All process on time	239 / 239	230 / 230	240 / 240
Moody's bond rating	Maintain a Aaa	Aaa	Aaa	Aaa
WI Counties w/Aaa	To be highest achievable	72 / 5	72 / 5	72 / 5
County Net Position	Increase annually	\$74,124,000	\$75,000,000	\$75,500,000
Months Financial STMTs done by 10th Business Day	Ten months is maximum achievable	10	10	10

## PERFORMANCE MEASUREMENTS

<b>Activity</b>	<b>Performance Measure</b>	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Target 2016</b>
Training classes / Employee attendance	Train as needed	2 / 8	4 / 25	4 / 30
Normal time to process Invoices upon receipt	1 -4 days	1-4 days	1-4 days	1-4 days
Value of Invoices Processed	Dependent on budget	\$45,707,000	\$49,000,000	\$47,000,000
Value of credit card rebate program	Maximize return	\$80,064	\$80,000	\$81,000
Internal Audits	One per annum	1	1	1
Purchase Orders Processed	As needed for purchases over \$500	1,623	1,700	1,700

## PERSONNEL

<b>Current Positions</b>	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Target 2016</b>
Funded Positions (Paid Positions)	11	11	11
Funded FTE Positions	10.75	10.75	10.25

### Changes for 2016

Eliminating a current Financial Analyst CPA full time position and creating a new half-time Account Clerk III position in the 2016 Budget. We believe we can function with less highly skilled staff if we have some additional support staff.

### Highlight

Introducing system upgrade for MS Dynamics GP accounting software of record in 2016 to latest version which moves to a cloud based technology. We plan on intervals of five years between conversions. In this case, it will be four years due to possible scheduling conflicts with other initiatives.

Training classes seem to optimize at four maximum classes with at most eight students each. More than four classes result in absentees while limiting classes requires participant commitment. More than eight students dilutes instruction too much, six is optimal. In 2015 we had four classes of six students for refresher courses on report writing. In 2016 we anticipate a need for four classes of eight students to train users on the new software version. Individual help, as needed, is always available.

## DEPARTMENT OF ADMINISTRATION - HUMAN RESOURCES

### MISSION

Providing effective, responsible, and accountable human resources services to our customers.

### GOALS

Our goal is to provide relevant and timely guidance and assistance on all matters pertaining to staffing, equal employment opportunity, compensation and benefits, training and development, labor relations, and employee safety.

### PROGRAMS & SERVICES

Program	Mandated State Statute#	Description
Employee Recruitment & Retention	59-20	Employee recruitment and retention is the provision of staffing related services which benefits Ozaukee County Departments, and Ozaukee County taxpayers through more efficient service delivery due to the selection of well qualified candidates. The Human Resources Department administers employee benefits for eligible employees, which includes some part-time employees and full-time employees. Specific services and activities performed for the provision of benefits include: enrolling employees into various benefit programs, conform to record-keeping and benefit provision requirements, and analyze current benefits systems for increased efficiencies. This program also involves the process of evaluating jobs to determine salary or wage amounts in relation to the knowledge, skills, and abilities required for the job, as well as the tasks, duties, and responsibilities of the job. The Department also provides training programs for Ozaukee County employees, which improves the productivity of the County's workforce.
Insurance Coverage Property and General Liability		The Human Resources Department is responsible for the coordination and reporting of the claims to the appropriate carrier. Activities include coordination of information, reporting, and coordination of legal representation for challenged claims; jury investigation and follow-up.
Labor Negotiations Administration and Interpretation of Union Contracts		Administration of the labor contracts for the County's four (4) bargaining units. Labor contract management includes, but is not limited to; contract interpretation, advising management, representing the County through the discipline and grievance processes, training staff in grievance avoidance, and general contract implementation.
Legal Compliance & Reporting <ul style="list-style-type: none"> <li>♦ Worker's Compensation</li> <li>♦ Unemployment</li> <li>♦ Bonding</li> <li>♦ Health</li> <li>♦ Dental</li> <li>♦ Life</li> <li>♦ Long Term Disability</li> <li>♦ COBRA</li> </ul>	Federal & State Statutes	The provision of monetary benefit to County Departments and County taxpayers through reduced liability and litigation. This program covers all aspects of the administration of legal issues, and conforming to all laws and policies including the Americans with Disabilities Act, Equal Employment Opportunity, and Affirmative Action. Specific services and activities include (but are not limited to): monitoring internal policies and procedures for compliance, updating policies and procedures as necessary, scanning the legislative environment for new laws and regulations to conform to, assisting department with compliance issues, and complying with reporting and disclosure to the necessary agencies and employees.

### PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
Recruitment	Number of Resumes Received/ Applicants Interviews	400/56	400/56	400/77
Workers Compensation	Number of Claims	50	50	50
Health Insurance	Ratio Paid Health Insurance Claims to Premium Paid	80%	88%	85%

**PERFORMANCE MEASUREMENTS**

<b>Activity</b>	<b>Performance Measure</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Workers Compensation	Claim cost compared to days lost	\$2,032	\$1,140	\$1,100
Wellness	Incentive Paid/Wellness Incentive Available	80%	75%	75%

**PERSONNEL**

<b>Current Positions</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Funded Positions (Paid Positions)	2	2.25	2.25
Funded FTE Positions	1.25	2.25	2.25
<b>Changes for 2016</b>			
None			

# DEPARTMENT OF ADMINISTRATION - INFORMATION TECHNOLOGY

## MISSION

Information Technology is committed to advancing our employee's ability to communicate by providing a high level of quality, innovation and knowledge of voice and data communications. We strive to produce solutions that ensure value, reliability and performance of our services. We actively research ways to secure technology solutions for our employee's ever-changing needs.

## GOALS

To provide seamless platform for sharing of information to units of government and citizens of Ozaukee County

## PROGRAMS & SERVICES

Programs	Mandated State Statute #	Description
Radio Services-Telecommunications		Radio Technicians are a resource line for radio vendors, support the county's 800 MHz trunking radio system, serve as vendor interface for purchases, service the Sheriff's Department dispatch consoles, hand-held portables, pagers and mobile data computers in the various County Departments and local municipal government agencies.
<ul style="list-style-type: none"> <li>▪ Radio</li> <li>▪ Telephone</li> <li>▪ Network</li> <li>▪ Video</li> <li>▪ Computer</li> <li>▪ Network Storage</li> </ul>		
PC Support		Connectivity and support of all computer equipment throughout Ozaukee County. Evaluations, installation, configuration and support of all hardware and software. Act as technical liaisons between users and hardware/software vendors.
<ul style="list-style-type: none"> <li>▪ Helpdesk</li> <li>▪ PC Setup</li> <li>▪ PC Maintenance</li> </ul>		
Network Administration		Provided to all Ozaukee County facilities. Configuration of hardware and software, training and technical support, and monitoring as necessary for performance. Supports free wide area network access to the municipalities located within Ozaukee County and assists these offices with the configuration of their hardware and software. Provide training and technical support to all participating-network users. The Helpdesk also services the municipalities for some technical support. It also encompasses legacy AS 400 operations.
<ul style="list-style-type: none"> <li>▪ LAN/WAN Administration</li> <li>▪ Internet/Email Administration</li> </ul>		
Program Development		This program tailors software applications to the needs of specific Departments to enhance the operational efficiency of Departments. Programming staff develop application enhancements to assist user staff.
<ul style="list-style-type: none"> <li>▪ AS400 Project Management</li> <li>▪ Programming</li> </ul>		
Remote Access Service		Remote Access Service is available for property title search companies, banks, lending institutions and mortgage companies to access the assessment/taxation historic information that resides on the County's AS/400 platform. A monthly fee is charged for the ability to log on remotely from their client's site and view the information. This link is made over the web.
Software Training		Increases the efficiency and knowledge base of Ozaukee County and local municipality employees regarding technology applications. PC Technicians provide free one-on-one or classroom training on the use of County and municipal computer software. Beginning and intermediate training is offered for Windows Operating Systems, Internet, Email, Microsoft Office Premium Suite, and Understanding Your Personal Computer.
Third Party Software Support		Facilitates third-party software purchase and installation. Specific activities include: responding to County Department inquiries, analyzing installation problems and obstacles, designing solutions, and facilitating action between the Department and the vendor.

## PERFORMANCE MEASUREMENTS

<b>Activity</b>	<b>Performance Measure</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Radios Supported	100% Coverage	2,695	2,695	2,695
Computers Supported	100% Coverage	550	550	550
Servers	% Virtualized	60%	80%	100%
Setup/Service Days	Specialized Vehicles	20	20	20
Help Desk	County Computers supported	478/478	442/442	420/420
Windows XP Supported	OS Past Life Cycle	25%	8%	0%
Help Tickets	Time Open			24 hours
New Initiatives	% of budget spent on new initiatives			25%
IT Cost	IT Expenses as % of Levy	5.8	5.6	5.6

## PERSONNEL

<b>Current Positions</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Funded Positions (Paid Positions)	4	4	4
Funded FTE Positions	4	4	4

### Changes for 2016

None

**DEPARTMENT OF ADMINISTRATION-FINANCE  
PERSONNEL CHANGE REQUEST**

Employee Name *(change only)* \_\_\_\_\_

Effective Date \_\_\_\_\_

**POSITION REQUEST - NEW**

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

**POSITION REQUEST - CHANGE**

Position Title	From: <u>Financial Analyst CPA-VACANT</u>	To: <u>Account Clerk II</u>
Employee Group	From: _____	To: _____
Pay Grade	From: <u>MGT109</u>	To: <u>NM06</u>
Hourly Rate	From: _____	To: _____
Annual Working Hours	From: <u>2080</u>	To: <u>1040</u>

**BUDGET/FISCAL IMPACT**

Regular Salary & Wages	-\$53,593.00		
Overtime	\$0.00		
Social Security	-\$3,345.00		
Medicare	-\$782.32		
Retirement	-\$4,631.00		
Health Insurance	-\$16,253.00		
Life Insurance	-\$136.32		
Disability Insurance	-\$287.64		
<b>Subtotal Salary &amp; Benefits</b>	<b>-\$79,028.28</b>		
Furniture Requirements	\$0.00		
Equipment Requirements	\$0.00		
<b>Total Annual Expense</b>	<b>-\$79,028.28</b>		
Funding Amount	\$0.00		
<b>Total Fiscal Impact</b>	<b>-\$79,028.28</b>		
Funding Source	Tax Levy		
<b>Cost Center(s) Expended</b>	102-2-09	100%	%
<b>&amp; Allocations</b>	_____	_____	%
	_____	_____	%
	_____	_____	%
	_____	_____	%

**JUSTIFICATION**

Financial Analyst CPA Retired. Reclassification of title, paygrade and annual hours.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

**DEPARTMENT OF ADMINISTRATION-COUNTY ADMINISTRATOR'S OFFICE  
PERSONNEL CHANGE REQUEST**

Employee Name *(change only)* \_\_\_\_\_  
 Effective Date January 1, 2016

**POSITION REQUEST - NEW**

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

**POSITION REQUEST - CHANGE**

Position Title From: Budget Analyst \_\_\_\_\_ To: \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: MGT 108 \_\_\_\_\_ To: MGT 109 \_\_\_\_\_  
 Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_  
 Annual Working Hours From: \_\_\_\_\_ To: \_\_\_\_\_

**BUDGET/FISCAL IMPACT**

Regular Salary & Wages	\$1,818.26		
Overtime	\$0.00		
Social Security	\$112.73		
Medicare	\$26.36		
Retirement	\$120.00		
Health Insurance	\$0.00		
Life Insurance	\$3.84		
Disability Insurance	\$7.44		
<b>Subtotal Salary &amp; Benefits</b>	<b>\$2,088.63</b>		
Furniture Requirements	\$0.00		
Equipment Requirements	\$0.00		
<b>Total Annual Expense</b>	<b>\$2,088.63</b>		
Funding Amount	\$0.00		
<b>Total Fiscal Impact</b>	<b>\$2,088.63</b>		
Funding Source	Tax Levy		
<b>Cost Center(s) Expended</b>	102-5-01	100%	%
<b>&amp; Allocations</b>	_____	_____	%
	_____	_____	%
	_____	_____	%
	_____	_____	%

**JUSTIFICATION**

Renewed her CPA license, a requirement to be promoted to the MGT109 paygrade. Jennifer was trained as backup to support the county board's technical needs, however she now is the primary contact. Took over responsibility of all the Planning & Parks Fish Passage Federal & State Grant reporting.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

## ADMINISTRATION-COUNTY ADMINISTRATOR 2016 - REQUESTED CAPITAL PROJECTS

### 102-01-Vehicle

Replacement vehicle for County Administrator

61255	Vehicles	\$20,000	41000	Tax Levy & Capital Reserve	\$20,000
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**Expense Total:     \$20,000**

**Revenue Total:     \$20,000**



**Other Revenue Sources (49000):**

- |   |   |
|---|---|
| <input type="checkbox"/> Direct Project Charges | <input checked="" type="checkbox"/> Capital Reserve |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover  |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                    |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project  |

*Expense 1/4 total payment/year-with trade in: \$5,000/yr*

<b>Total Department for 2016:</b>	<b>\$20,000</b>	<b>\$20,000</b>
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## ADMINISTRATION-INFORMATION TECHNOLOGY 2016 - REQUESTED CAPITAL PROJECTS

### 104-IT01-County Board Audio Visual Equipment Upgrades

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Upgrade to current audio, visual and voting software located in County Board Room.

61112	Computer Equipment	\$50,000	41000	Tax Levy	\$50,000
<b>Expense Total:</b>		<b>\$50,000</b>		<b>Revenue Total:</b>	<b>\$50,000</b>

**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

### 104-IT03-County-wide Hardware/Software/Infrastructure Upgrades

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Upgrades and replacement of infrastructure, projects, and other hardware replacements that occur during 2016.

61112	Computer Equipment	\$90,000	41000	Tax Levy	\$90,000
<b>Expense Total:</b>		<b>\$90,000</b>		<b>Revenue Total:</b>	<b>\$90,000</b>

**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

<b>Total Department for 2016:</b>	<b>\$140,000</b>	<b>\$140,000</b>
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## ADMINISTRATION-RADIO SERVICES 2016 - REQUESTED CAPITAL PROJECTS

### 104-RS04-County wide Trunked Radio System Migration-P-25 Digital

Current and future standards and requirements for public safety interoperable communications demand that two-way radio communication systems become compliant with APCO (Association of Public Safety Communication Officials) P25. This will require that not only system infrastructure be converted/modified but user equipment will also need to reflect that change in the relatively near future. User equipment currently in service will need to be replaced through attrition.

61212	Moveable Equipment	\$168,922	41000	Tax Levy	\$168,922
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**Expense Total: \$168,922**

**Revenue Total: \$168,922**



**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

### 104-RS08-Next Generation 911

Implementation of NG911 - Next Generation 911

61112	Computer Equipment	\$200,000	41000	Tax Levy	\$200,000
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**Expense Total: \$200,000**

**Revenue Total: \$200,000**

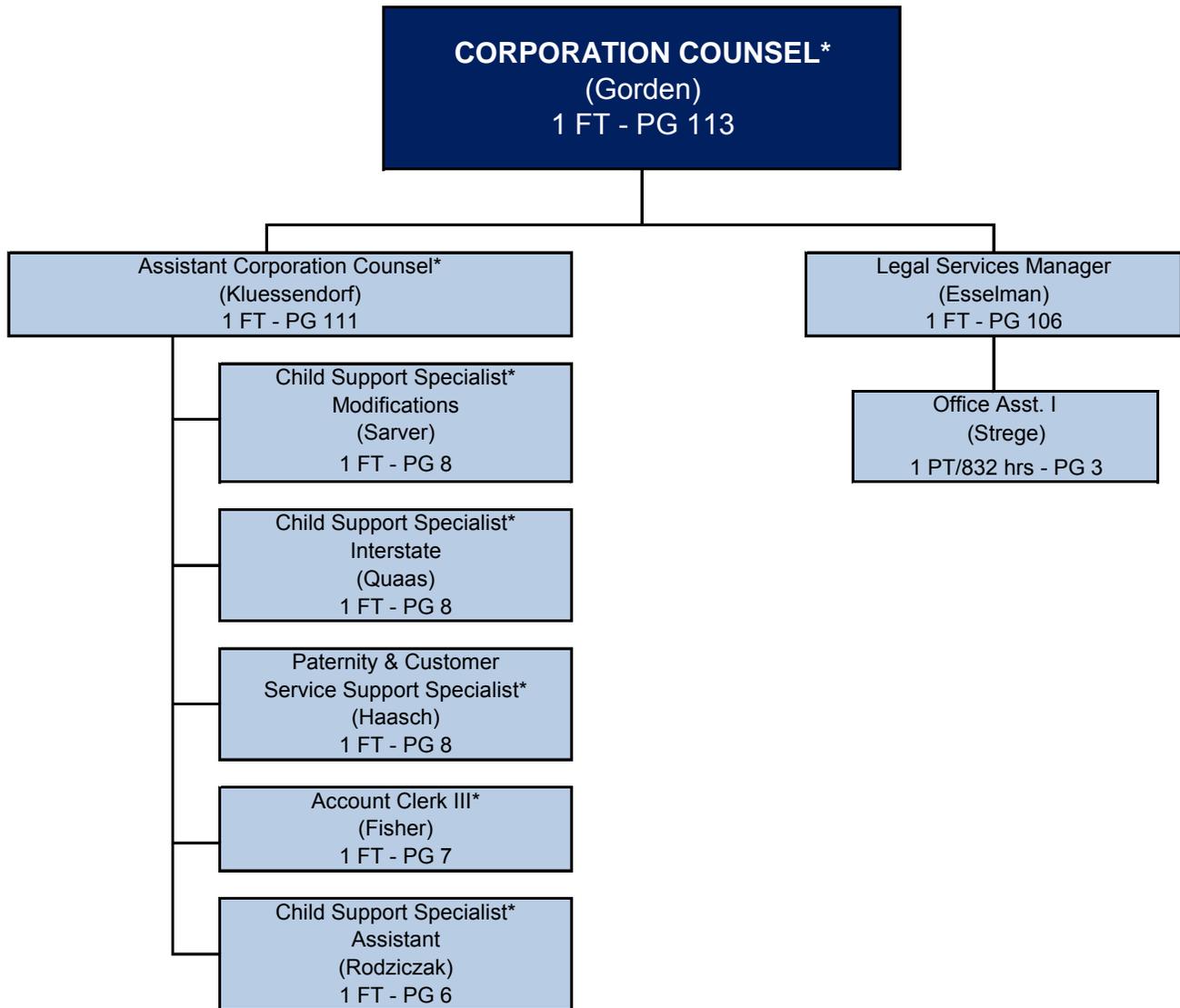


**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

<b>Total Department for 2016:</b>	<b>\$368,922</b>	<b>\$368,922</b>
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**CORPORATION COUNSEL/CHILD SUPPORT  
ORGANIZATIONAL CHART**



\* Revenue Funded Positions (partially funded)

**CORPORATION COUNSEL-CHILD SUPPORT**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
**OVERALL DEPARTMENT SUMMARY**

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	391,625	437,070	450,156	450,156	307,698	450,918	762	0.17%
Fringe Benefits	137,294	165,446	175,165	175,165	113,254	181,107	5,942	3.39%
Travel & Training	2,116	1,153	2,800	2,800	1,544	2,900	100	3.57%
Supplies	7,169	7,505	7,200	7,200	5,834	7,400	200	2.78%
Purchased Services	14,624	24,999	21,500	21,500	8,985	22,979	1,479	6.88%
Interdepartmental Charges	86,641	88,404	96,301	96,301	60,486	90,967	-5,334	-5.54%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	343	45	300	300	60,362	300	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>639,812</b>	<b>724,622</b>	<b>753,422</b>	<b>753,422</b>	<b>558,163</b>	<b>756,571</b>	<b>3,149</b>	<b>0.42%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	446,071	493,955	456,000	456,000	243,290	456,000	0	0.00%
Public Charges for Services	4,294	4,520	4,020	4,020	3,688	4,020	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	-1,548	-400	5,000	5,000	98	5,000	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>448,817</b>	<b>498,075</b>	<b>465,020</b>	<b>465,020</b>	<b>247,076</b>	<b>465,020</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>190,995</b>	<b>226,547</b>	<b>288,402</b>	<b>288,402</b>	<b>311,087</b>	<b>291,551</b>	<b>3,149</b>	<b>1.09%</b>

**CORPORATION COUNSEL**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 103-1-01

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	107,157	137,141	156,323	156,323	88,899	158,435	2,112	1.35%
Fringe Benefits	46,427	52,712	60,215	60,215	34,286	59,137	-1,078	-1.79%
Travel & Training	377	849	900	900	727	900	0	0.00%
Supplies	2,727	1,793	1,750	1,750	2,369	1,750	0	0.00%
Purchased Services	4,267	13,182	11,000	11,000	3,725	10,446	-554	-5.04%
Interdepartmental Charges	8,786	10,105	10,788	10,788	7,410	11,231	443	4.11%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	313	45	200	200	60,309	200	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>170,054</b>	<b>215,827</b>	<b>241,176</b>	<b>241,176</b>	<b>197,725</b>	<b>242,099</b>	<b>923</b>	<b>0.38%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	750	1,886	0	0	206	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	-1,548	-400	5,000	5,000	98	5,000	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>-798</b>	<b>1,486</b>	<b>5,000</b>	<b>5,000</b>	<b>304</b>	<b>5,000</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>170,852</b>	<b>214,341</b>	<b>236,176</b>	<b>236,176</b>	<b>197,421</b>	<b>237,099</b>	<b>923</b>	<b>0.39%</b>

**CHILD SUPPORT AGENCY**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 103-1-02

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	284,468	299,929	293,833	293,833	218,798	292,483	-1,350	-0.46%
Fringe Benefits	90,867	112,734	114,950	114,950	78,968	121,970	7,020	6.11%
Travel & Training	1,739	305	1,900	1,900	817	2,000	100	5.26%
Supplies	4,443	5,712	5,450	5,450	3,466	5,650	200	3.67%
Purchased Services	10,357	11,817	10,500	10,500	5,260	12,533	2,033	19.36%
Interdepartmental Charges	77,855	78,299	85,514	85,514	53,076	79,736	-5,778	-6.76%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	30	0	100	100	53	100	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>469,759</b>	<b>508,796</b>	<b>512,247</b>	<b>512,247</b>	<b>360,438</b>	<b>514,472</b>	<b>2,225</b>	<b>0.43%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	446,071	493,955	456,000	456,000	243,290	456,000	0	0.00%
Public Charges for Services	3,544	2,634	4,020	4,020	3,482	4,020	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>449,615</b>	<b>496,589</b>	<b>460,020</b>	<b>460,020</b>	<b>246,772</b>	<b>460,020</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>20,144</b>	<b>12,207</b>	<b>52,227</b>	<b>52,227</b>	<b>113,666</b>	<b>54,452</b>	<b>2,225</b>	<b>4.26%</b>

**CORPORATION COUNSEL  
BUDGET HIGHLIGHTS**

**EXPENDITURES**

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
NO CHANGES OCCURRED			
<b>Total Increase/-Decrease</b>			<b>\$0</b>

**REVENUES**

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
NO CHANGES OCCURRED			
<b>Total Increase/-Decrease</b>			<b>\$0</b>

**WAGE & BENEFIT CHANGES**

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
<b>Total Increase/-Decrease</b>			<b>\$0</b>

**LEVY REQUEST**

2016 LEVY REQUEST	<b>\$237,099</b>
OVERALL \$ INCREASE/-DECREASE	<b>\$923</b>
OVERALL % INCREASE/-DECREASE	<b>0.39%</b>

**CORPORATION COUNSEL-CHILD SUPPORT AGENCY  
BUDGET HIGHLIGHTS**

**EXPENDITURES**

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
<b>Total Increase/-Decrease</b>			<b>\$0</b>

**REVENUES**

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
<b>Total Increase/-Decrease</b>			<b>\$0</b>

**WAGE & BENEFIT CHANGES**

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
103-1-02-51101-000	Regular Wages / Salaries	Retirement of N. Londo, replacement with new worker	-\$1,350
103-1-02-51203-000	Health Insurance	New worker - uncertain coverage election to date	\$8,361
<b>Total Increase/-Decrease</b>			<b>\$7,011</b>

**LEVY REQUEST**

2016 LEVY REQUEST	<b>\$54,452</b>
OVERALL \$ INCREASE/-DECREASE	<b>\$2,225</b>
OVERALL % INCREASE/-DECREASE	<b>4.26%</b>

## CORPORATION COUNSEL

### MISSION

To provide professional legal services to Ozaukee County government, including the Board of Supervisors, committees, departments and connected boards, and commissions, as well as providing legal representation of the public interest in statutorily and contractually defined areas.

### GOALS

To continue to provide timely legal services as stated under the mission statement.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Child Support Enforcement	54, 55, 51, 48	Review files for compliance and bring persons to court to collect money owed and enforce penalties for non-payment.
Mental Commitments	54, 55, 51, 48	Review reports of persons detained, schedule court hearings for orders committing those persons and ordering services, extending commitments by holding a court hearing as necessary.
Juveniles/CHIPS	54, 55, 51, 48	Meet with social workers regarding children in need of care, review reports of such workers, prepare court petitions and orders for children, and attend court hearings regarding children care and placement on behalf of the County.
Guardianships/ Protective Placement	54, 55, 51, 48	Meet with staff to guide individual cases of persons in need of guardianship of person and estate. Review Doctor and worker reports prepare petitions for guardianship and placement and attend court hearing requesting such services. Prepare and attend court hearing for any changes or extensions of such orders.
Ordinance Enforcement	54, 55, 51, 48	Contact persons to have them comply with septic and other county ordinances. Prepare court documents to fine and prosecute those who violate our codes, mostly zoning.
Collections	54, 55, 51, 48	Review collection request from all Departments, contact those who owe the county money, start small claims and other collection action, appear in court to obtain judgments and other collection procedures, report the results to the committee.
County Legal Counsel: <ul style="list-style-type: none"> <li>▪ Advise and assists Treasurer with foreclosures/tax liens</li> <li>▪ Assist in bond issues</li> <li>▪ Defend Ozaukee County in civil actions</li> <li>▪ Enforce zoning codes/septic system violations</li> <li>▪ Legal advice to county employees/officials</li> <li>▪ Preparation of documents for court action</li> <li>▪ Review/preparation of contracts/agreements</li> </ul>	59.42(1) Representing the county regarding any legal action involving employees or departments; providing legal advice to county workers and/or departments; attempt collection on monies owed but difficult collecting; creating documents for legal action in regard to small claims, forfeitures, tax lien foreclosures, Chapter 48, 51, 54/55 procedures; providing opinions to issues raised; representing and advising the county regarding those individuals in the community at high risk of hurting themselves or others.	

### PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
Referred collections paid in full	Percent of collections paid in full compared to number referred	250	200	40%
Judgments taken in small claims court	Percent of judgments recorded compared to cases filed	200	200	15%
Juvenile/children in protective custody – consent decree	Percent of children returned home compared to those remaining out of home	40	40	40%
Mental health detentions	Percent of settlement agreements compared to full commitments	20	30	60%

**PERFORMANCE MEASUREMENTS**

<b>Activity</b>	<b>Performance Measure</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Environmental Health Violations	Percent of violations compliant before needed court action	75	70	95%
Immunization Requirements	Requirement met before court	40	30	95%
Tax Lien Foreclosures	Percent compliant prior to foreclosure date	25	30	100%
Collections	Monies collected directly and through tax intercept program	\$45,000	45,000	\$50,000

**PERSONNEL**

<b>Current Positions</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Funded Positions (Paid Positions)	3	3	3
Funded FTE Positions	2.29	2.29	2.29
<b>Changes for 2016</b>			
No changes for 2016.			

## CORPORATION COUNSEL - CHILD SUPPORT AGENCY

### MISSION

The Child Support Enforcement Office promotes family, stability, creating a better quality of life for the children of Ozaukee County, through establishing paternity and establishing and enforcing child support orders.

### GOALS

To serve the public by establishing paternity, child support orders and enforcement of orders in accord with Federal and State legislation.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Child Support	Title IV-D of Federal Social Security Act	The Child Support Agency establishes paternity for children born to unmarried parents, establishes child support and medical support orders, and enforces support orders for children whose parents do not reside together.

### PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Actual 2014	Actual 2015	Target 2016
Establish paternity compared to the statewide average	Outperform the statewide average for referrals established within 90 days	103.63%	101.50%	103.75%
Establish support orders compared to the statewide average	Outperform the Statewide Average for referrals established within 90 days	107.27%	108.55%	108.75%
Enforce child support orders compared to the statewide average	Outperform the Statewide Average for collection rate on current support orders	111.01%	111.01%	112.00%
Establish paternity according to the federal mandates	80.0% of referrals established within 90 days	108.44%	107.01%	109.0%
Establish child support orders according to the federal mandates	80.0% of referrals established within 90 days	93.70%	94.42%	94.5%
Enforce child support orders according to the federal mandates	80.0% collection rate on current support orders	80.48%	81.05%	82.0%

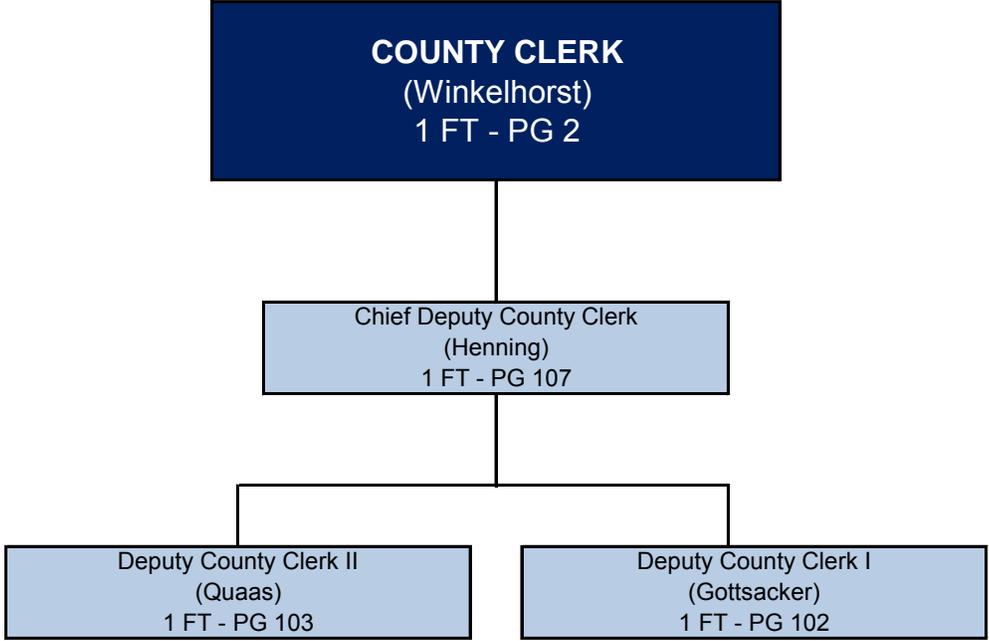
### PERSONNEL

Current Positions	Actual 2014	Actual 2015	Target 2016
Funded Positions (Paid Positions)	7	7	7
Funded FTE Positions	6.35	6.10	6.10

### Changes for 2016

None

**COUNTY CLERK**  
ORGANIZATIONAL CHART



**COUNTY BOARD**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 105-1-01

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	125,625	124,907	126,009	126,009	84,000	126,009	0	0.00%
Fringe Benefits	9,610	9,555	9,640	9,640	6,426	9,640	0	0.00%
Travel & Training	17,688	20,814	24,000	24,000	10,833	26,500	2,500	10.42%
Supplies	300	1,378	1,500	1,500	861	1,500	0	0.00%
Purchased Services	243	185	6,250	6,250	2,454	6,750	500	8.00%
Interdepartmental Charges	20	0	11,300	11,300	10,226	12,200	900	7.96%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	753	349	1,200	1,200	0	1,200	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>154,239</b>	<b>157,188</b>	<b>179,899</b>	<b>179,899</b>	<b>114,800</b>	<b>183,799</b>	<b>3,900</b>	<b>2.17%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	34	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>34</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>154,239</b>	<b>157,188</b>	<b>179,899</b>	<b>179,899</b>	<b>114,766</b>	<b>183,799</b>	<b>3,900</b>	<b>2.17%</b>

**COUNTY CLERK'S OFFICE**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 105-1-02

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	148,904	194,378	200,141	200,141	127,487	199,826	-315	-0.16%
Fringe Benefits	77,816	80,765	84,574	84,574	47,858	73,794	-10,780	-12.75%
Travel & Training	1,302	2,312	2,250	2,250	2,034	3,500	1,250	55.56%
Supplies	135,141	152,415	137,450	138,450	88,873	197,050	59,600	43.36%
Purchased Services	77,863	105,851	43,225	43,225	28,693	48,625	5,400	12.49%
Interdepartmental Charges	20,248	20,993	25,799	25,799	15,126	26,858	1,059	4.10%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	1,453	516	1,598	1,598	26	2,050	452	28.29%
Capital Outlay	0	0	550,000	550,000	0	0	-550,000	-100.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>462,727</b>	<b>557,230</b>	<b>1,045,037</b>	<b>1,046,037</b>	<b>310,097</b>	<b>551,703</b>	<b>-493,334</b>	<b>-47.21%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	1,140	1,095	230	230	252	180	-50	-21.74%
Intergovernmental Charges	22,344	16,581	18,000	18,000	17,630	18,000	0	0.00%
Interdepartmental Charges	112,470	106,178	108,900	108,900	67,290	94,700	-14,200	-13.04%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	23,270	22,350	22,700	22,700	19,410	22,200	-500	-2.20%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	12,060	16,344	13,252	13,252	11,539	14,002	750	5.66%
Other Financing Sources	0	0	550,000	551,000	551,000	0	-550,000	-100.00%
<b>TOTAL REVENUES</b>	<b>171,284</b>	<b>162,548</b>	<b>713,082</b>	<b>714,082</b>	<b>667,121</b>	<b>149,082</b>	<b>-564,000</b>	<b>-79.09%</b>
<b>TAX LEVY</b>	<b>291,443</b>	<b>394,682</b>	<b>331,955</b>	<b>331,955</b>	<b>-357,024</b>	<b>402,621</b>	<b>70,666</b>	<b>21.29%</b>

**COUNTY BOARD & COUNTY CLERK  
BUDGET HIGHLIGHTS**

**EXPENDITURES**

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
105.1.01.52001.000	Committee per diem mileage	Attendance at meetings increased	\$3,000
105.1.05.53110.000	Office Equipment	Purchase of camera for passports	\$2,000
105.1.05.54205.000	Telephone	combined accounts plus additional charges requested	\$3,100
105.1.05.55130.000	IT Supplies	Reduction in printers	-\$1,000
105.1.06	most accounts	4 election cycle	\$83,850
105.1.07.54308.000	maintenance contracts	reallocated telephone maintenance to radio services	-\$14,500
<b>Total Increase/-Decrease</b>			<b>\$76,450</b>

**REVENUES**

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
105.1.07.45103.000	Photocopies	reallocated revenue to IT	-\$14,200
<b>Total Increase/-Decrease</b>			<b>-\$14,200</b>

**WAGE & BENEFIT CHANGES**

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
105.1.05.51203.000	Health Insurance	Change from family to single	-\$11,102
<b>Total Increase/-Decrease</b>			<b>-\$11,102</b>

**LEVY REQUEST-COUNTY BOARD**

2016 LEVY REQUEST	\$183,799
OVERALL \$ INCREASE/-DECREASE	\$3,900
OVERALL % INCREASE/-DECREASE	2.17%

**LEVY REQUEST-COUNTY CLERK**

2016 LEVY REQUEST	\$402,621
OVERALL \$ INCREASE/-DECREASE	\$70,666
OVERALL % INCREASE/-DECREASE	21.29%

## COUNTY CLERK

### MISSION

The County Clerk's office is to provide knowledgeable support for the activities of the Ozaukee County Board of Supervisors, to provide the citizens with responsive government and quality services in a fiscally responsible manner through, innovation, leadership and dedication and to provide mandated functions within the applicable laws.

### GOALS

To serve as the informational core to both the citizens and municipal governments of Ozaukee County using the most up to date technology, while providing exceptional customer service.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
County Board & Standing Committee Support	59.23(2)(a)	The provision of record keeping, clerical and support services to the Ozaukee County Board and Standing Committees.
County Clerk	59.23	The repository of records, filing agent for claims against the county, timber cutting notices, bid notices, preparation of reports and directories are miscellaneous but important functions of the County Clerk's office.
Dog Licenses	174.07	The provision of distribution and record keeping of licenses for dog possession/location.
Elections	5.62, 5.66.7.10, et al	Administration and execution of elections for Ozaukee County.
Marriage Licenses & Domestic Partnerships Passports	765.05, 770.001	The provision of licenses authorizing marriage, and domestic partnership declaration/termination. The provision of participating in the Passport Acceptance Program which allows the County Clerk's office to accept passport applications and perform the acts required to make those applications legal documents, and offer passport photos.

### PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
Marriage license applications	Process applications timely and accurately			100%
Domestic partnership declaration applications	Process applications timely and accurately			100%
Domestic partnership termination applications	Process applications timely and accurately			100%
Passport Applications	Process applications timely and accurately			yes
Election supply delivery to municipalities	Delivered by date dictated in WI Stats			yes
Election billing	Invoices to entities within 30 days of election			100%
Customer Service	Providing customer service in person without complaints			100%

**PERSONNEL**

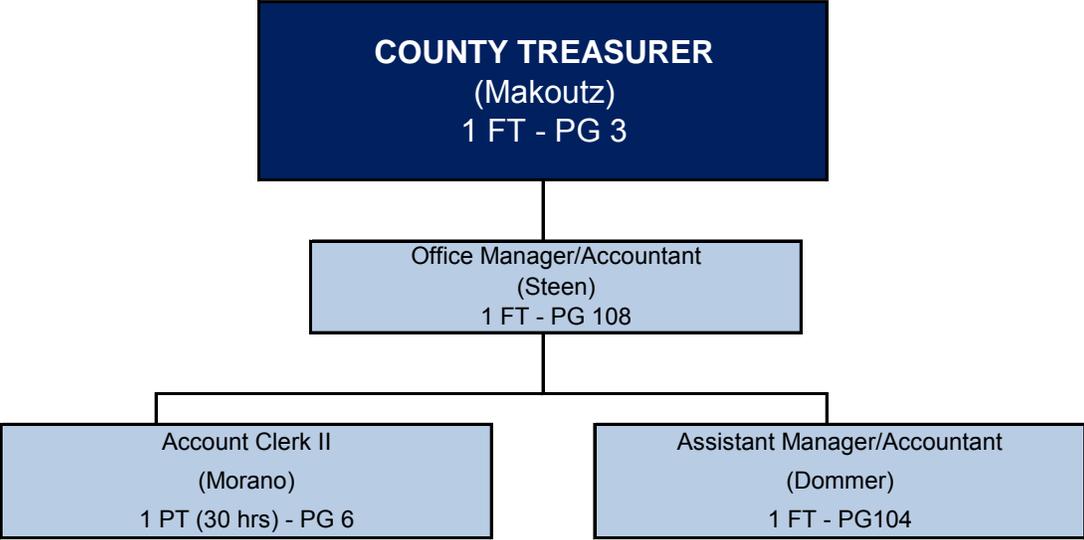
<b>Current Positions</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Funded Positions (Paid Positions)	4	4	4
Funded FTE Positions	4	4	4

**Changes for 2016**

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**TREASURER**  
**ORGANIZATIONAL CHART**



**COUNTY TREASURER**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 107

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	233,970	242,093	248,469	248,469	169,169	252,984	4,515	1.82%
Fringe Benefits	98,315	98,066	102,840	102,840	67,010	100,625	-2,215	-2.15%
Travel & Training	1,677	1,542	2,100	2,100	729	2,100	0	0.00%
Supplies	6,816	6,394	8,235	8,235	2,862	4,635	-3,600	-43.72%
Purchased Services	10,600	12,743	13,322	13,322	2,652	12,897	-425	-3.19%
Interdepartmental Charges	48,721	50,079	53,044	53,044	41,479	57,902	4,858	9.16%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	5,658	9,854	8,465	8,465	6,963	22,367	13,902	164.23%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>405,757</b>	<b>420,771</b>	<b>436,475</b>	<b>436,475</b>	<b>290,864</b>	<b>453,510</b>	<b>17,035</b>	<b>3.90%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	690,867	555,646	382,610	382,610	291,897	311,437	-71,173	-18.60%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	3,037	4,823	2,500	2,500	2,981	3,000	500	20.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	9,716	6,235	24,193	24,193	63,362	10,000	-14,193	-58.67%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>703,620</b>	<b>566,704</b>	<b>409,303</b>	<b>409,303</b>	<b>358,240</b>	<b>324,437</b>	<b>-84,866</b>	<b>-20.73%</b>
<b>TAX LEVY</b>	<b>-297,863</b>	<b>-145,933</b>	<b>27,172</b>	<b>27,172</b>	<b>-67,376</b>	<b>129,073</b>	<b>101,901</b>	<b>375.02%</b>

**GENERAL FUND**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
General Fund - 101

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	1,729,753	1,497,981	0	0	1,415,900	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>1,729,753</b>	<b>1,497,981</b>	<b>0</b>	<b>0</b>	<b>1,415,900</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	6,796,393	7,393,657	7,175,000	7,175,000	3,777,810	7,870,000	695,000	9.69%
Intergovernmental Revenues	310,248	193,121	205,506	205,506	313,263	205,506	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	56,340	107,798	120,000	120,000	75,572	97,500	-22,500	-18.75%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	350,000	67,500	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>7,512,981</b>	<b>7,762,076</b>	<b>7,500,506</b>	<b>7,500,506</b>	<b>4,166,645</b>	<b>8,173,006</b>	<b>672,500</b>	<b>8.97%</b>
<b>TAX LEVY</b>	<b>-5,783,228</b>	<b>-6,264,095</b>	<b>-7,500,506</b>	<b>-7,500,506</b>	<b>-2,750,745</b>	<b>-8,173,006</b>	<b>-672,500</b>	<b>8.97%</b>

**REVOLVING LOAN FUND**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 209

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	0	1,508	1,500	1,500	2,374	-4,000	-5,500	-366.67%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	73,496	0	0	78,200	0	0	0.00%
Other Expenses	440,691	202,041	105,634	105,634	44,310	90,780	-14,854	-14.06%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>440,691</b>	<b>277,045</b>	<b>107,134</b>	<b>107,134</b>	<b>124,884</b>	<b>86,780</b>	<b>-20,354</b>	<b>-19.00%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	545,822	577,286	185,674	185,674	94,767	147,049	-38,625	-20.80%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>545,822</b>	<b>577,286</b>	<b>185,674</b>	<b>185,674</b>	<b>94,767</b>	<b>147,049</b>	<b>-38,625</b>	<b>-20.80%</b>
<b>TAX LEVY</b>	<b>-105,131</b>	<b>-300,241</b>	<b>-78,540</b>	<b>-78,540</b>	<b>30,117</b>	<b>-60,269</b>	<b>18,271</b>	<b>-23.26%</b>



# TREASURER

## MISSION

The Treasurer's Office mission is to provide the highest of standards of service to the residents of Ozaukee County, to support local government and provide accurate tax and assessment information in a friendly and efficient manner. Our fiduciary responsibility is to ensure the sound management of public funds by securing all funds, maintaining liquidity and maximizing earnings.

## GOALS

To provide users with tax and assessment services and information efficiently through the utilization of technology and to make intelligent and informed investment decisions while maintaining the County's principal funds.

## PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Taxation	Chapter 74	The provision of taxation revenue generation is for the County and all taxing jurisdictions through the administration of real estate and personal property taxes to parcel owners and personal property owners. The Treasurer's Office serves as coordinator between the County and the taxation districts for taxation purposes. Municipalities utilize County taxation software, they are provided training and assistance with all aspects of taxation including, but not limited to the generation of all tax bills, special assessments, special charges and special taxes for property tax bills. Activities include: assisting municipalities, property owners and the general public regarding taxation, tax rates, receipts, maintenance of parcels for current and delinquent parcels, omitted taxes, school credits, administration of lottery and gaming credits, first dollar credits, settlements, drainage district charges, agricultural use penalty charges, statements, bankruptcies, tax deed parcels, refunded/rescinded taxes, and personal property chargebacks.
Property Assessment	70.09	The provision of property valuation is for the purpose of taxation by governing authorities. The Treasurer's Office serves as coordinator between the County and the taxation districts for assessment purposes. We provide computer services related to assessments for the municipalities and the State of Wisconsin. Activities include: issuance of preliminary assessment rolls, electronic imports of municipal assessments and data entry is provided for State manufacturing assessed property, maintenance of owner's mailing address, filing the statement of assessments and XML rolls for the municipalities to the State and assisting citizens regarding assessment processes and results.
Cash Management	59.25(d)(s), 59.62, 66.0603	The provision of effective asset management and income growth due to effective and immediate investment of public funds and reduction of risk and theft as specified in the County's Policy and Procedural Manual. Activities include: sustaining collateral needs for all County funds, monitoring and maintaining liquidity, determining investments, negotiating rates and terms, checkbook maintenance, preparation of daily bank deposits, monitoring receipts and disbursements, preparing and performing bank reconciliations, developing and monitoring internal controls to reduce risk and theft.

## PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Receipting	59.22(1)(b), 59.25(3)(2)1, (d)(g)(j)(o), 59.61, 74.07, 74.125	This program provides for the receipting of County funds from a variety of sources. Program activities include receiving County funds from every County officer and employee and every board, commission or other body that collects or receives money for or in behalf of the County. Receipts are processed through the use of two software systems; Great Plains for general public, internal departments, government entities as well as interest earnings and Land Records System (LRS) software for all tax receipts.
Disbursements	59.25(3)(b)(f) 2. (k)(L)(m)(p)(t), 59.63, 59.66	This program provides for the disbursement of County funds in a timely manner, for payment of obligations. Activities include: issuing payments resulting from County orders, salary orders, wire transfers, payroll direct deposits, petty cash, manual orders, unclaimed funds and adjustments for stop payments and voids. Great Plains software is utilized for all disbursements.

## PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
Preparation of tax bills	Number of tax bills completed within the statutory deadline of the 3 <sup>rd</sup> Monday in December	41,975	42,000	42,100
Computation of settlements	Number of electronic settlements timely computed, paid and filed within statutory deadlines	121	121	121
Issuance of certificates	Number of certificates issued the 1 <sup>st</sup> working day of September	389	275	275
Tax and assessment questions	Percent of response time within 24 hours	100%	100%	100%
Assisting municipalities	Number of staff within our municipalities and financial institutions the County provides assistance, training and support for annually and throughout year	47	50	50
Issuance of preliminary assessment rolls	Number of preliminary assessment rolls supplied to local assessors within the 2 <sup>nd</sup> week of January	16	16	16
Filing of statement of assessments	Number of electronic SOAs filed with the State no later than the 2 <sup>nd</sup> Monday in June or after BOR	15	15	16
Entering State manufacturing	Number of State assessed manufacturing parcels entered within 5 days of receipt	385	385	385
Filing of XML rolls with State	Provide to WI DOR the assessment work rolls, final BOR rolls, and tax rolls within 5 days of completion	48	48	48
Deposit of funds	Percent of all funds deposited daily	100%	100%	100%
Maintaining collateral	Percent of bank accounts supported by collateral, FDIC or Federal Government	100%/365	100%/365	100%/365
Maintaining liquidity	Review and maintaining liquidity needs with available cash	100%/365	100%/365	100%/365
Maximizing earnings	Invest 100% of cash not needed for disbursements in interest bearing accounts daily	365	365	365
Issuance of receipts	Percent of all County funds posted per P&P Manual	100%	100%	100%

**PERFORMANCE MEASUREMENTS**

<b>Activity</b>	<b>Performance Measure</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Issuance of disbursements	Percent of all County disbursements paid timely	100%	100%	100%

**PERSONNEL**

<b>Current Positions</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Funded Positions (Paid)	4	4	4
Funded FTE Positions	3.75	3.75	3.75

**Changes for 2016**

I combined the Taxation and Assessment cost centers with the Treasurer's cost center for the 2016 budget.

**NON DEPARTMENTAL**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
**OVERALL SUMMARY**

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	23,183	100,000	100,000	16,794	100,000	0	0.00%
Fringe Benefits	0	285,816	200,000	200,000	134,813	200,000	0	0.00%
Travel & Training	0	2,655	10,000	10,000	0	10,000	0	0.00%
Supplies	0	14,754	13,662	13,662	16,255	13,660	-2	-0.01%
Purchased Services	0	23,625	23,625	23,625	94,094	23,625	0	0.00%
Interdepartmental Charges	0	388	0	0	188	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	854,821	889,870	889,870	810,870	931,505	41,635	4.68%
Other Expenses	0	376,563	96,271	96,271	199,696	116,539	20,268	21.05%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>1,581,805</b>	<b>1,333,428</b>	<b>1,333,428</b>	<b>1,272,710</b>	<b>1,395,329</b>	<b>61,901</b>	<b>4.64%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	200,000	225,000	225,000	50,000	225,000	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	325	50	50	155	0	-50	-100.00%
Other Revenues	0	115,899	386,180	386,180	103,357	311,250	-74,930	-19.40%
Other Financing Sources	0	200,000	0	0	0	70,000	70,000	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>516,224</b>	<b>611,230</b>	<b>611,230</b>	<b>153,512</b>	<b>606,250</b>	<b>-4,980</b>	<b>-0.81%</b>
<b>TAX LEVY</b>	<b>0</b>	<b>1,065,581</b>	<b>722,198</b>	<b>722,198</b>	<b>1,119,198</b>	<b>789,079</b>	<b>66,881</b>	<b>9.26%</b>

**NON-DEPARTMENTAL - REGIONAL SERVICES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 120-1-01

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	14,739	13,662	13,662	16,255	13,660	-2	-0.01%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	809,321	844,370	844,370	765,370	891,005	21,635	2.56%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>824,060</b>	<b>858,032</b>	<b>858,032</b>	<b>781,625</b>	<b>904,665</b>	<b>46,633</b>	<b>5.43%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	250	0	0	118	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>250</b>	<b>0</b>	<b>0</b>	<b>118</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>0</b>	<b>823,810</b>	<b>858,032</b>	<b>858,032</b>	<b>781,507</b>	<b>904,665</b>	<b>46,633</b>	<b>5.43%</b>

**FUNDING TO REGIONAL SERVICES**

Federated Library System	0	509,526	522,395	522,395	472,310	557,690	35,295	2.53%
Ozaukee County Tourism	0	30,000	30,000	30,000	30,000	30,000	0	0.00%
Regional Planning Commission	0	144,795	145,975	145,975	145,975	147,315	1,340	1.74%
Economic Development Corp	0	100,000	121,000	121,000	50,000	121,000	0	21.00%
Milwaukee Seven	0	0	0	0	0	10,000	10,000	21.00%
SE WI Railroad Consortium	0	25,000	25,000	25,000	25,000	25,000	0	0.00%

**NON-DEPARTMENTAL - ORGANIZATIONS-HEALTH AND HUMAN SERVICES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 120-1-02

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	0	23,625	23,625	23,625	15,750	23,625	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>23,625</b>	<b>23,625</b>	<b>23,625</b>	<b>15,750</b>	<b>23,625</b>	<b>0</b>	<b>0.00%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>0</b>	<b>23,625</b>	<b>23,625</b>	<b>23,625</b>	<b>15,750</b>	<b>23,625</b>	<b>0</b>	<b>0.00%</b>

**GRANTS TO HEALTH & HUMAN SERVICE ORGANIZATIONS**

Shelter Care/Advocates	0	23,625	23,625	23,625	11,813	23,625	0	0.00%
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**NON-DEPARTMENTAL - ORGANIZATIONS-CULTURAL AND RECREATION**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 120-1-03

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	45,500	45,500	45,500	45,500	40,500	-5,000	-10.99%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>45,500</b>	<b>45,500</b>	<b>45,500</b>	<b>45,500</b>	<b>40,500</b>	<b>-5,000</b>	<b>-10.99%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>0</b>	<b>45,500</b>	<b>45,500</b>	<b>45,500</b>	<b>45,500</b>	<b>40,500</b>	<b>-5,000</b>	<b>-10.99%</b>

**GRANTS TO CULTURAL & RECREATION ORGANIZATIONS**

Historical Society Operations	0	28,000	28,000	28,000	28,000	28,000	0	0.00%
Historical Society Capital	0	12,500	12,500	12,500	12,500	7,500	-5,000	0.00%
National Flag Day Foundation	0	5,000	5,000	5,000	5,000	5,000	0	0.00%

**NON-DEPARTMENTAL - PROPERTY AND LIABILITY INSURANCE**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 120-2-01

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	272,000	200,000	200,000	115,727	200,000	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	166,202	96,271	96,271	224,909	116,539	20,268	21.05%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>438,202</b>	<b>296,271</b>	<b>296,271</b>	<b>340,636</b>	<b>316,539</b>	<b>20,268</b>	<b>6.84%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	100	200,000	200,000	0	200,000	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>100</b>	<b>200,000</b>	<b>200,000</b>	<b>0</b>	<b>200,000</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>0</b>	<b>438,102</b>	<b>96,271</b>	<b>96,271</b>	<b>340,636</b>	<b>116,539</b>	<b>20,268</b>	<b>21.05%</b>

**NON-DEPARTMENTAL - GENERAL FUND MISCELLANEOUS**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 120-2-03

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	23,183	100,000	100,000	16,794	100,000	0	0.00%
Fringe Benefits	0	10,066	0	0	32	0	0	0.00%
Travel & Training	0	2,655	10,000	10,000	0	10,000	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	388	0	0	188	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	602,254	0	0	10,310	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>638,546</b>	<b>110,000</b>	<b>110,000</b>	<b>27,324</b>	<b>110,000</b>	<b>0</b>	<b>0.00%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	200,000	225,000	225,000	50,000	225,000	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	75	50	50	37	0	-50	-100.00%
Other Revenues	0	115,799	186,180	186,180	52,506	111,250	-99,930	-53.67%
Other Financing Sources	0	200,000	0	0	0	70,000	70,000	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>515,874</b>	<b>411,230</b>	<b>411,230</b>	<b>102,543</b>	<b>406,250</b>	<b>-4,980</b>	<b>-1.21%</b>
<b>TAX LEVY</b>	<b>0</b>	<b>122,672</b>	<b>-301,230</b>	<b>-301,230</b>	<b>-75,219</b>	<b>-296,250</b>	<b>4,980</b>	<b>-1.65%</b>

**NON-DEPARTMENTAL - HEALTH AND WELLNESS**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 120-3-01

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	3,750	0	0	19,055	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	14	0	0	0	0	0	0.00%
Purchased Services	0	0	0	0	78,344	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	-391,894	0	0	-51,104	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>-388,130</b>	<b>0</b>	<b>0</b>	<b>46,295</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	50,754	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,754</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>0</b>	<b>-388,130</b>	<b>0</b>	<b>0</b>	<b>-4,459</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

# HEALTH AND HUMAN SERVICES



## HEALTH & HUMAN SERVICES COMMITTEE

KARL HERTZ, CHAIRPERSON  
 THOMAS WINKER  
 THOMAS RICHART  
 DAVID HENRICHS  
 DONALD CLARK

Kirsten Johnson	Public Health Director	Administration Center	262-284-8170
Kevin Johnson	Veterans' Service Officer	Administration Center	262-284-8326
Michael Lappen	Human Service Director	Administration Center	262-284-8200
Ralph Luedtke	Lasata Senior Living Campus Administrator	Lasata Care Center	262-377-5060
Michelle Pike	ADRC Director	Administration Center	262-284-8120

**ADMINISTRATION CENTER**  
 121 W. Main St  
 Port Washington, WI 53074  
 (262) 284-9411

**JUSTICE CENTER**  
 1201 S. Spring St.  
 Port Washington, WI 53074  
 (262) 284-9411

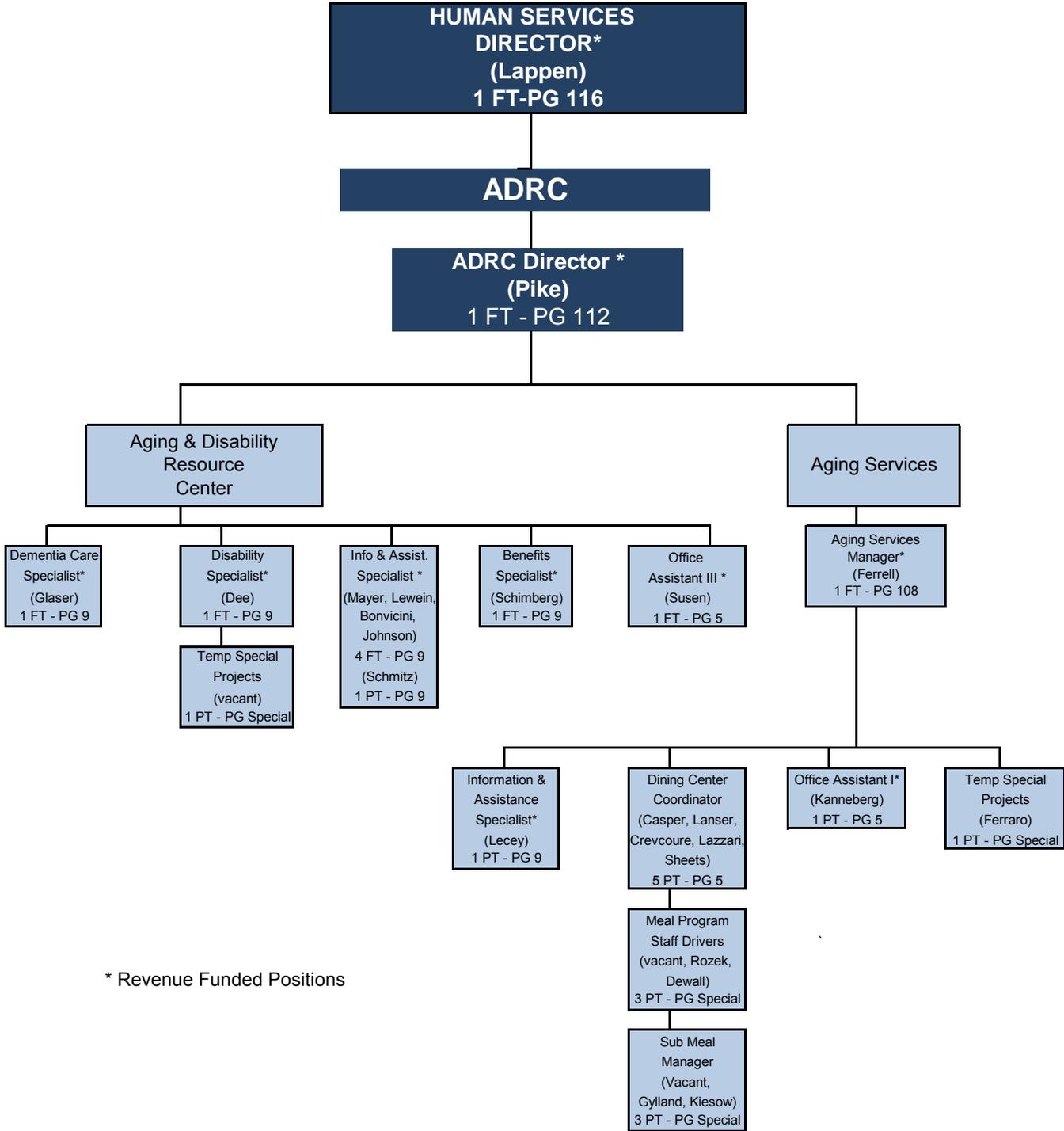
**HIGHWAY DEPARTMENT**  
 410 S. Spring St.  
 Port Washington, WI 53074  
 (262) 284-8331

**TRANSIT CENTER**  
 410 S. Spring St.  
 Port Washington, WI 53074  
 (262)284-8108

**LASATA CARE CENTER**  
 W76N677 Wauwatosa Rd  
 Cedarburg, WI 53012  
 (262) 377-5060

<http://www.co.ozaukee.wi.us>

**AGING & DISABILITY RESOURCE CENTER  
ORGANIZATIONAL CHART**



\* Revenue Funded Positions

**AGING DISABILITY RESOURCE CENTER**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 216

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	478,328	485,470	518,385	518,385	353,517	530,308	11,923	2.30%
Fringe Benefits	170,150	165,784	211,639	211,639	134,683	205,262	-6,377	-3.01%
Travel & Training	16,469	17,221	22,200	22,200	15,574	22,306	106	0.48%
Supplies	11,060	5,854	8,210	31,110	8,424	20,300	12,090	147.26%
Purchased Services	32,664	36,820	43,884	43,884	11,028	36,146	-7,738	-17.63%
Interdepartmental Charges	170,603	91,048	113,498	113,498	25,728	111,495	-2,003	-1.76%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	8,289	6,453	4,362	4,362	-9,546	5,724	1,362	31.22%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>887,563</b>	<b>808,650</b>	<b>922,178</b>	<b>945,078</b>	<b>539,408</b>	<b>931,541</b>	<b>9,363</b>	<b>1.02%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	846,530	836,590	922,177	942,177	590,941	931,543	9,366	1.02%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	5,310	-1	0	2,900	2,903	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>851,840</b>	<b>836,589</b>	<b>922,177</b>	<b>945,077</b>	<b>593,844</b>	<b>931,543</b>	<b>9,366</b>	<b>1.02%</b>
<b>TAX LEVY</b>	<b>35,723</b>	<b>-27,939</b>	<b>1</b>	<b>1</b>	<b>-54,436</b>	<b>-2</b>	<b>-3</b>	<b>-300.00%</b>

**AGING DISABILITY RESOURCE CENTER**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 216

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	478,328	485,470	518,385	518,385	353,517	530,308	11,923	2.30%
Fringe Benefits	170,150	165,784	211,639	211,639	134,683	205,262	-6,377	-3.01%
Travel & Training	16,469	17,221	22,200	22,200	15,574	22,306	106	0.48%
Supplies	11,060	5,854	8,210	31,110	8,424	20,300	12,090	147.26%
Purchased Services	32,664	36,820	43,884	43,884	11,028	36,146	-7,738	-17.63%
Interdepartmental Charges	170,603	91,048	113,498	113,498	25,728	111,495	-2,003	-1.76%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	8,289	6,453	4,362	4,362	-9,546	5,724	1,362	31.22%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>887,563</b>	<b>808,650</b>	<b>922,178</b>	<b>945,078</b>	<b>539,408</b>	<b>931,541</b>	<b>9,363</b>	<b>1.02%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	846,530	836,590	922,177	942,177	590,941	931,543	9,366	1.02%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	5,310	-1	0	2,900	2,903	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>851,840</b>	<b>836,589</b>	<b>922,177</b>	<b>945,077</b>	<b>593,844</b>	<b>931,543</b>	<b>9,366</b>	<b>1.02%</b>
<b>TAX LEVY</b>	<b>35,723</b>	<b>-27,939</b>	<b>1</b>	<b>1</b>	<b>-54,436</b>	<b>-2</b>	<b>-3</b>	<b>-300.00%</b>

**AGING SERVICES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
**OVERALL DEPARTMENT SUMMARY**

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	215,726	235,115	242,497	242,497	164,687	247,094	4,597	1.90%
Fringe Benefits	59,869	61,905	63,941	63,941	41,692	62,925	-1,016	-1.59%
Travel & Training	5,337	4,830	5,200	5,200	2,869	4,200	-1,000	-19.23%
Supplies	1,271	2,869	2,370	2,370	1,076	2,145	-225	-9.49%
Purchased Services	269,530	236,454	285,950	285,950	154,968	272,447	-13,503	-4.72%
Interdepartmental Charges	19,060	24,225	22,980	22,980	20,423	26,722	3,742	16.28%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	6,500	0	0	0	0	0	0	0.00%
Other Expenses	11,690	20,503	6,375	6,375	11,943	6,561	186	2.92%
Capital Outlay	0	0	7,500	7,500	0	0	-7,500	-100.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	40,000	30,000	0	0	50,000	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>628,983</b>	<b>615,901</b>	<b>636,813</b>	<b>636,813</b>	<b>447,658</b>	<b>622,094</b>	<b>-14,719</b>	<b>-2.31%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	353,874	356,906	356,604	356,604	253,347	351,083	-5,521	-1.55%
Public Charges for Services	133,559	118,613	135,900	135,900	70,465	136,100	200	0.15%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	21,419	20,505	22,000	22,000	9,848	18,000	-4,000	-18.18%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	2,722	5,598	0	0	6,489	2,000	2,000	0.00%
Other Financing Sources	40,000	30,000	50,000	50,000	50,000	25,000	-25,000	-50.00%
<b>TOTAL REVENUES</b>	<b>551,574</b>	<b>531,622</b>	<b>564,504</b>	<b>564,504</b>	<b>390,149</b>	<b>532,183</b>	<b>-32,321</b>	<b>-5.73%</b>
<b>TAX LEVY</b>	<b>77,409</b>	<b>84,279</b>	<b>72,309</b>	<b>72,309</b>	<b>57,509</b>	<b>89,911</b>	<b>17,602</b>	<b>24.34%</b>

**AGING SERVICES-ADMINISTRATION**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 203-1

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	27,879	12,784	25,576	25,576	15,612	25,831	255	1.00%
Fringe Benefits	7,264	5,032	7,082	7,082	4,403	6,975	-107	-1.51%
Travel & Training	539	466	500	500	680	500	0	0.00%
Supplies	50	64	205	205	0	175	-30	-14.63%
Purchased Services	1,284	1,292	1,350	1,350	27	1,331	-19	-1.41%
Interdepartmental Charges	2,577	2,672	2,837	2,837	1,883	2,608	-229	-8.07%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	4,518	10,977	2,276	2,276	1,791	2,520	244	10.72%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>44,111</b>	<b>33,287</b>	<b>39,826</b>	<b>39,826</b>	<b>24,396</b>	<b>39,940</b>	<b>114</b>	<b>0.29%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	15,430	16,672	16,672	16,672	2,914	16,672	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	225	1,305	0	0	3,396	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>15,655</b>	<b>17,977</b>	<b>16,672</b>	<b>16,672</b>	<b>6,310</b>	<b>16,672</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>28,456</b>	<b>15,310</b>	<b>23,154</b>	<b>23,154</b>	<b>18,086</b>	<b>23,268</b>	<b>114</b>	<b>0.49%</b>

**AGING SERVICES-CONGREGATE MEALS PROGRAM**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 203-2

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	106,047	113,498	110,438	110,438	75,629	108,634	-1,804	-1.63%
Fringe Benefits	20,379	21,179	21,517	21,517	13,926	20,497	-1,020	-4.74%
Travel & Training	1,518	764	1,150	1,150	650	1,100	-50	-4.35%
Supplies	679	1,088	1,280	1,280	677	1,135	-145	-11.33%
Purchased Services	89,344	74,528	87,600	87,600	46,364	87,583	-17	-0.02%
Interdepartmental Charges	6,245	8,467	8,720	8,720	12,487	14,423	5,703	65.40%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	4,118	5,408	3,199	3,199	8,694	3,441	242	7.56%
Capital Outlay	0	0	7,500	7,500	0	0	-7,500	-100.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>228,330</b>	<b>224,932</b>	<b>241,404</b>	<b>241,404</b>	<b>158,427</b>	<b>236,813</b>	<b>-4,591</b>	<b>-1.90%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	117,274	120,976	117,315	117,315	103,518	118,022	707	0.60%
Public Charges for Services	49,148	47,953	56,500	56,500	32,474	56,500	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	40,000	30,000	50,000	50,000	50,000	25,000	-25,000	-50.00%
<b>TOTAL REVENUES</b>	<b>206,422</b>	<b>198,929</b>	<b>223,815</b>	<b>223,815</b>	<b>185,992</b>	<b>199,522</b>	<b>-24,293</b>	<b>-10.85%</b>
<b>TAX LEVY</b>	<b>21,908</b>	<b>26,003</b>	<b>17,589</b>	<b>17,589</b>	<b>-27,565</b>	<b>37,291</b>	<b>19,702</b>	<b>112.01%</b>

**AGING SERVICES-HOME DELIVERED MEALS PROGRAM**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 203-3

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	37,603	44,275	39,696	39,696	27,196	40,091	395	1.00%
Fringe Benefits	11,681	12,541	12,231	12,231	8,033	12,029	-202	-1.65%
Travel & Training	1,929	1,879	1,750	1,750	1,176	1,600	-150	-8.57%
Supplies	256	1,433	400	400	201	400	0	0.00%
Purchased Services	113,304	108,582	123,050	123,050	74,615	120,083	-2,967	-2.41%
Interdepartmental Charges	7,077	8,612	9,020	9,020	4,440	7,398	-1,622	-17.98%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	546	1,948	600	600	10	300	-300	-50.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>172,396</b>	<b>179,270</b>	<b>186,747</b>	<b>186,747</b>	<b>115,671</b>	<b>181,901</b>	<b>-4,846</b>	<b>-2.59%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	72,885	67,824	71,197	71,197	59,324	70,577	-620	-0.87%
Public Charges for Services	80,976	69,025	78,000	78,000	37,084	78,000	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	21,419	20,505	22,000	22,000	9,848	18,000	-4,000	-18.18%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	3,402	0	0	2,993	2,000	2,000	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>175,280</b>	<b>160,756</b>	<b>171,197</b>	<b>171,197</b>	<b>109,249</b>	<b>168,577</b>	<b>-2,620</b>	<b>-1.53%</b>
<b>TAX LEVY</b>	<b>-2,884</b>	<b>18,514</b>	<b>15,550</b>	<b>15,550</b>	<b>6,422</b>	<b>13,324</b>	<b>-2,226</b>	<b>-14.32%</b>

**AGING SERVICES-SUPPORT SERVICES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 203-4

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	44,196	64,558	66,787	66,787	46,250	72,538	5,751	8.61%
Fringe Benefits	20,545	23,154	23,111	23,111	15,331	23,425	314	1.36%
Travel & Training	1,351	1,720	1,800	1,800	363	1,000	-800	-44.44%
Supplies	287	283	485	485	198	435	-50	-10.31%
Purchased Services	65,598	52,052	73,950	73,950	33,962	63,450	-10,500	-14.20%
Interdepartmental Charges	3,162	4,475	2,403	2,403	1,614	2,293	-110	-4.58%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	6,500	0	0	0	0	0	0	0.00%
Other Expenses	2,508	2,170	300	300	1,448	300	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>144,147</b>	<b>148,412</b>	<b>168,836</b>	<b>168,836</b>	<b>99,166</b>	<b>163,441</b>	<b>-5,395</b>	<b>-3.20%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	148,285	151,434	151,420	151,420	87,591	145,812	-5,608	-3.70%
Public Charges for Services	3,435	1,636	1,400	1,400	907	1,600	200	14.29%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	2,497	891	0	0	100	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>154,217</b>	<b>153,961</b>	<b>152,820</b>	<b>152,820</b>	<b>88,598</b>	<b>147,412</b>	<b>-5,408</b>	<b>-3.54%</b>
<b>TAX LEVY</b>	<b>-10,070</b>	<b>-5,549</b>	<b>16,016</b>	<b>16,016</b>	<b>10,568</b>	<b>16,029</b>	<b>13</b>	<b>0.08%</b>

**AGING SERVICES-SENIOR CONFERENCE**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 215

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	2,558	1,956	2,000	2,000	2,235	2,000	0	0.00%
Interdepartmental Charges	295	240	350	350	328	350	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	12,999	11,032	12,605	12,605	11,072	12,605	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>15,852</b>	<b>13,228</b>	<b>14,955</b>	<b>14,955</b>	<b>13,635</b>	<b>14,955</b>	<b>0</b>	<b>0.00%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	14,525	15,255	14,955	14,955	16,095	14,955	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	3,500	100	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>18,025</b>	<b>15,355</b>	<b>14,955</b>	<b>14,955</b>	<b>16,095</b>	<b>14,955</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>-2,173</b>	<b>-2,127</b>	<b>0</b>	<b>0</b>	<b>-2,460</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>

**AGING SERVICES-CAREGIVER COALITION**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 218

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	7	0	0	0.00%
Supplies	0	10	0	0	149	0	0	0.00%
Purchased Services	1,459	1,450	0	0	0	0	0	0.00%
Interdepartmental Charges	0	4	0	0	84	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	1,151	301	323	323	364	600	277	85.76%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>2,610</b>	<b>1,765</b>	<b>323</b>	<b>323</b>	<b>604</b>	<b>600</b>	<b>277</b>	<b>85.76%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	478	0	0	0	0	0	0	0.00%
Public Charges for Services	920	900	500	500	750	600	100	20.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	3,033	1,419	0	0	95	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>4,431</b>	<b>2,319</b>	<b>500</b>	<b>500</b>	<b>845</b>	<b>600</b>	<b>100</b>	<b>20.00%</b>
<b>TAX LEVY</b>	<b>-1,821</b>	<b>-554</b>	<b>-177</b>	<b>-177</b>	<b>-241</b>	<b>0</b>	<b>177</b>	<b>-100.00%</b>

## AGING & DISABILITY RESOURCE CENTER BUDGET HIGHLIGHTS

### EXPENDITURES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
203-2-03	Congregate Meals - Delivery		-\$1,578
203-3-01	Home Delivered Meals Management		-\$639
203-3-02	Home Delivered Meals - Site	Decrease in number of clients served	-\$2,950
203-3-03	Home Delivered Mals - Delivery		-\$1,450
203-4-02	Supportive Services - EBA		-\$699
<b>Total Increase/-Decrease</b>			<b>-\$7,316</b>

### REVENUES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
203-2-03	Transfer from AS Fund	Fund Balance Transfer not budgeted	-\$25,000
203-3-01	Home Delivered Meals Manager	Decrease in number of clients served	-\$2,620
203-4-01	Supportive Services - I&A	Title III-B reimbursable services	\$5,997
<b>Total Increase/-Decrease</b>			<b>-\$21,623</b>

### WAGE & BENEFIT CHANGES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
203-2-01	Congregate Meals Management	Decrease in Substitute Meal Managers	-\$2,211
203-4-01	Supportive Services - I&A	Increase in hours I&A Specialist	\$6,102
<b>Total Increase/-Decrease</b>			<b>\$3,891</b>

### LEVY REQUEST

2016 LEVY REQUEST	<b>\$89,911</b>
OVERALL \$ INCREASE/-DECREASE	<b>\$17,602</b>
OVERALL % INCREASE/-DECREASE	<b>24.34%</b>

## AGING & DISABILITY RESOURCE CENTER

**MISSION:**

The mission of the Aging and Disability Resource Center of Ozaukee County is to provide a one stop source of information and assistance for older adults, adults with disabilities, their families, and caregivers by linking them with resources, options, and services that enable them to live as independently as possible.

**GOALS:**

The ADRC/Aging Unit strives to be a visible, accessible, and trusted place where adults of all incomes and ages can get information on the full range of available long term support options and a single point of entry for access to publicly funded long term support programs and benefits.

Program	Mandated State Statute #	Description
1 Prevention/Early Intervention Activities	Title III -D and Section 316 of OAA	Programs and classes offered to promote healthy aging and/or delay disability related illnesses or diseases.
2 Home Delivered Meal Program	46.82 (3)(a)(5) OAA Section 336 Part C	The provision of a hot noontime meal and an optional cold evening meal to homebound older adults who are unable to prepare their own meals.
3 Information and Assistance/Options Counseling	OAA: Title III-B, III-E, and 46.82 (3)	Information and Assistance Specialists assist individuals in obtaining information they need surrounding issues of aging, or disabilities for those 18 years of age or older. Specialists help identify available options and assist individuals in connecting with both publicly funded as well as private pay services. Information and Assistance staff also determines functional eligibility for publicly funded programs such as Family Care, IRIS, and Partnership.
4 Adult Day Services	Title III and Section 316 of OAA	Adult Day Centers are "day care" facilities for older adults who need help with daily living activities, supervision, protection, and/or socialization activities. The adult day center serves as the place that cares for the elder while their spouse or family members work during the day.
5 Congregate Meal Program	OAA: Section 331 Part C, 46.82 (3)(a)(5)	Well balanced noon time meal served Monday thru Friday at dining centers throughout Ozaukee County for those ages 60 and over. Dining centers also offer social opportunities, nutrition education, recreational and learning experiences.
6 Respite	Title III and Section 316 of OAA	Short-term or temporary care of a few hours or days of an ill or disabled older adult to provide relief, or respite, to the regular caregiver, usually a family member or spouse.
7 Homemaker Services	Title III and Section 316 of OAA	Non-medical support services, such as food preparation, house cleaning and bathing assistance provided in the home by trained personnel to individuals age 60 and older who are disabled or frail.
8 Emergency Alert Systems	Title III & Section 316 of OAA	An electronic device (usually worn as a necklace or bracelet) designed to let the user summon help in an emergency. If a medical emergency appears evident, an emergency provider is dispatched.

**PERFORMANCE MEASUREMENTS**

Activity	Performance Measures	Actual 2014	Adopted 2015	Target 2016
Benefit Services: Elder Benefit Specialist Services	Number of Individuals Served and Monetary Impact for Individuals Assisted	769	780	800
		individuals \$890,000 captured	individuals \$900,000 captured	individuals \$1,000,000 captured
Disability Benefit Specialist Services	Number of Individuals Served and Monetary Impact for Individuals Assisted.	500	525	525
		individuals \$983,000 captured	Individuals \$1,000,000 captured	Individuals \$1,000,000 captured
Assessments (both initial and yearly) of Clients receiving Home Delivered Meals	# of clients assessed and percentage of assessments completed on time	299 clients, 78%comple ted on time	300 clients, 83% completed on time	325 clients, 95% completed on time

**PERFORMANCE MEASUREMENTS**

<b>Activity</b>	<b>Performance Measures</b>	<b>Actual 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
ADRC and Aging State Contract Requires Outreach and Education for Aging and ADRC customers	# of presentations and individuals reached	37	43	50
ADRC Time Reporting to Capture Maximum Federal Revenue (State Contract sets requirement at a minimum of 28% federal rate match)	Federal Revenue Captured thru 100% Time Reporting	presentations to 686 individuals 41% rate of revenue capture (\$360,000)	presentations to 725 individuals 41% rate of revenue capture (\$360,000)	presentations to 800 individuals 41% rate of revenue capture (\$360,000)
Client Satisfaction Surveys/ADRC	Percent of Individuals who reported they would recommend the ADRC and its services to others	96.00% of individuals	97.00% of individuals	97.00% of individuals

**PERSONNEL**

<b>Current Positions</b>	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Target 2016</b>
Funded Positions (Paid)	25	25	26
Funded FTE Positions	15	15	16.58

**Changes for 2016**

Request to Reclassify Office Assistant I position to an Office Assistant III  
I & A Specialist increase hours to 1820

## AGING & DISABILITY RESOURCE CENTER PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_  
 Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title From: Office Assistant I \_\_\_\_\_ Office Assistant III \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: NM03 \_\_\_\_\_ To: NM05 \_\_\_\_\_  
 Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_  
 Annual Working Hours From: \_\_\_\_\_ To: \_\_\_\_\_

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	\$2,093.00	
Overtime	\$0.00	
Social Security	\$129.76	
Medicare	\$30.35	
Retirement	\$142.32	
Health Insurance	\$0.00	
Life Insurance	\$0.00	
Disability Insurance	\$0.00	
<b>Subtotal Salary &amp; Benefits</b>	<b>\$2,395.43</b>	
Furniture Requirements	\$0.00	
Equipment Requirements	\$0.00	
<b>Total Annual Expense</b>	<b>\$2,395.43</b>	
Funding Amount	\$0.00	
<b>Total Fiscal Impact</b>	<b>\$2,395.43</b>	
Funding Source	State Aid Aging Services and ADRC Grants	
<b>Cost Center(s) Expensed</b>	203-1-01	50% %
<b>&amp; Allocations</b>	216-1-01	50% %
	_____	%
	_____	%
	_____	%

### JUSTIFICATION

By providing this increase, we will assure that all Human Services clerical staff completing simliar duties are being compensated equitably.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

## AGING & DISABILITY RESOURCE CENTER PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_  
 Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title From: I&A Specialist \_\_\_\_\_ To: \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_  
 Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_  
 Annual Working Hours From: 1040 To: 1248

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	\$5,502.54	
Overtime	\$0.00	
Social Security	\$341.15	
Medicare	\$79.79	
Retirement	\$374.18	
Health Insurance	\$0.00	
Life Insurance	\$0.00	
Disability Insurance	\$0.00	
<b>Subtotal Salary &amp; Benefits</b>	<b>\$6,297.66</b>	
Furniture Requirements	\$0.00	
Equipment Requirements	\$0.00	
<b>Total Annual Expense</b>	<b>\$6,297.66</b>	
Funding Amount	\$0.00	
<b>Total Fiscal Impact</b>	<b>\$6,297.66</b>	
Funding Source	State Aid Aging Services Grants	
<b>Cost Center(s) Expensed</b>	203-4-01	100% %
<b>&amp; Allocations</b>	_____	_____ %
	_____	_____ %
	_____	_____ %
	_____	_____ %

### JUSTIFICATION

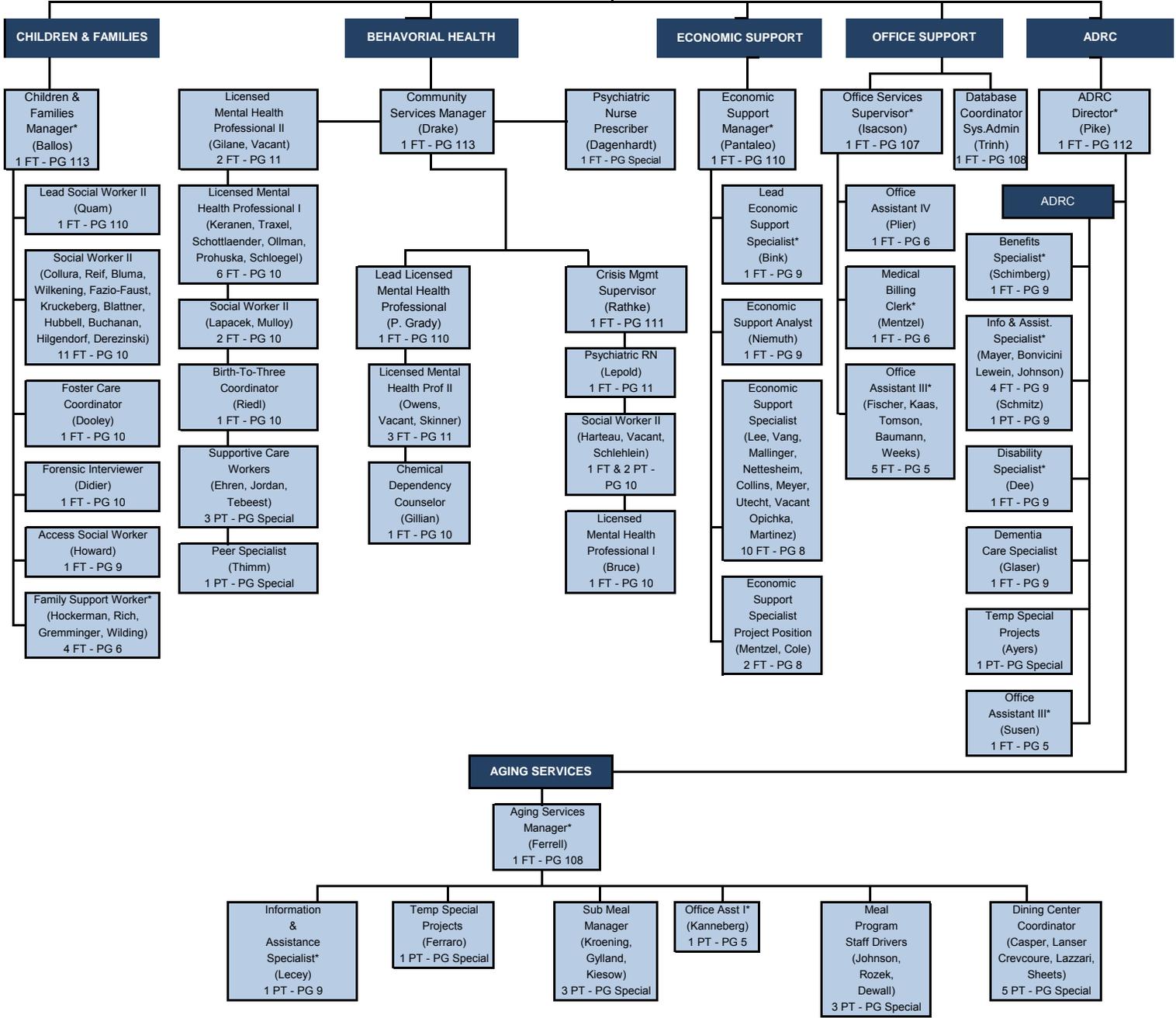
With the growing number of individuals caring for loved ones and family members in the community, the Aging Unit/ADRC is asking for an increase in hours for the Information and Assistance Specialist from 20 to 24 hours per week. This would allow this staff person to better meet the needs of this growing population. Additionally, at the current time the Aging Services Manager is unable to complete assessments for Home Delivered Meal clients in the time requirements set by the state. The Information and Assistance Specialist will assist in this effort.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

# HUMAN SERVICES ORGANIZATIONAL CHART

**HUMAN SERVICES  
DIRECTOR\*  
(Lappen)  
1 FT-PG 116**



**HUMAN SERVICES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
**OVERALL DEPARTMENT SUMMARY**

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	3,763,884	3,792,750	4,122,443	4,136,173	2,779,357	4,208,551	86,108	2.09%
Fringe Benefits	1,333,249	1,377,095	1,620,927	1,633,832	981,994	1,518,911	-102,016	-6.29%
Travel & Training	128,359	130,586	129,792	129,792	92,062	133,739	3,947	3.04%
Supplies	61,210	29,542	62,118	62,118	62,903	76,803	14,685	23.64%
Purchased Services	3,893,694	4,509,733	4,798,018	4,798,018	2,579,250	4,300,481	-650,059	-13.55%
Interdepartmental Charges	319,270	299,289	309,530	309,530	214,341	316,921	7,391	2.39%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	57,699	43,947	62,376	62,376	49,648	71,233	8,857	14.20%
Other Expenses	713,653	733,302	693,654	693,654	487,820	701,967	8,313	1.20%
Capital Outlay	0	0	0	0	0	100,000	100,000	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	50,000	100,000	0	0	200,000	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>10,321,018</b>	<b>11,016,244</b>	<b>11,798,858</b>	<b>11,825,493</b>	<b>7,447,375</b>	<b>11,428,606</b>	<b>-370,252</b>	<b>-3.14%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	5,318,391	5,505,424	5,938,778	5,938,778	3,678,445	5,489,804	-601,496	-10.13%
Public Charges for Services	700,426	886,524	1,067,155	1,067,155	744,122	1,209,210	142,055	13.31%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	924	1,364	0	0	598	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	6,629	72,520	26,200	52,838	56,286	70,512	44,312	169.13%
Other Financing Sources	50,000	100,000	200,000	200,000	200,000	200,000	0	0.00%
<b>TOTAL REVENUES</b>	<b>6,076,370</b>	<b>6,565,832</b>	<b>7,232,133</b>	<b>7,258,771</b>	<b>4,679,451</b>	<b>6,969,526</b>	<b>-262,607</b>	<b>-3.63%</b>
<b>TAX LEVY</b>	<b>4,244,648</b>	<b>4,450,412</b>	<b>4,566,725</b>	<b>4,566,722</b>	<b>2,767,924</b>	<b>4,459,080</b>	<b>-107,645</b>	<b>-2.36%</b>

**HUMAN SERVICES-ADMINISTRATION**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 202-1

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	533,277	449,923	453,353	453,353	333,752	466,165	12,812	2.83%
Fringe Benefits	196,718	203,817	210,987	210,987	139,416	200,042	-10,945	-5.19%
Travel & Training	3,628	4,166	4,627	4,627	2,382	3,900	-727	-15.71%
Supplies	24,626	18,789	35,400	35,400	29,411	43,585	8,185	23.12%
Purchased Services	78,047	75,385	77,254	77,254	39,228	76,247	-1,007	-1.30%
Interdepartmental Charges	318,554	299,113	292,359	292,359	201,501	299,750	7,391	2.53%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	44,164	27,051	27,519	27,519	26,460	32,732	5,213	18.94%
Capital Outlay	0	0	0	0	0	100,000	100,000	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>1,199,014</b>	<b>1,078,244</b>	<b>1,101,499</b>	<b>1,101,499</b>	<b>772,150</b>	<b>1,222,421</b>	<b>120,922</b>	<b>10.98%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	345,242	340,219	416,183	416,183	261,611	509,151	92,968	22.34%
Public Charges for Services	1,454	1,499	1,400	1,400	814	1,400	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	-4,649	40,150	0	0	24,705	0	0	0.00%
Other Financing Sources	50,000	100,000	200,000	200,000	200,000	200,000	0	0.00%
<b>TOTAL REVENUES</b>	<b>392,047</b>	<b>481,868</b>	<b>617,583</b>	<b>617,583</b>	<b>487,130</b>	<b>710,551</b>	<b>92,968</b>	<b>15.05%</b>
<b>TAX LEVY</b>	<b>806,967</b>	<b>596,376</b>	<b>483,916</b>	<b>483,916</b>	<b>285,020</b>	<b>511,870</b>	<b>27,954</b>	<b>5.78%</b>

**HUMAN SERVICES-CHILDREN YOUTH AND FAMILIES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 202-2

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	938,798	1,129,098	1,172,850	1,211,325	821,598	1,179,899	7,049	0.60%
Fringe Benefits	359,263	436,162	499,173	513,972	311,891	450,563	-48,610	-9.74%
Travel & Training	57,779	60,241	66,142	66,142	46,696	70,607	4,465	6.75%
Supplies	11,449	0	0	0	18,562	0	0	0.00%
Purchased Services	1,817,758	2,138,574	1,866,793	1,866,793	1,265,958	2,088,066	68,751	3.68%
Interdepartmental Charges	607	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	57,699	43,947	62,376	62,376	49,648	71,233	8,857	14.20%
Other Expenses	51,795	67,213	52,345	52,345	46,096	52,345	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>3,295,148</b>	<b>3,875,235</b>	<b>3,719,679</b>	<b>3,772,953</b>	<b>2,560,449</b>	<b>3,912,713</b>	<b>193,034</b>	<b>5.19%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	1,723,050	1,713,806	1,707,543	1,707,543	1,307,519	1,726,361	-133,704	-7.83%
Public Charges for Services	117,197	173,689	120,869	120,869	145,489	195,100	74,231	61.41%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	7,300	23,772	26,200	52,838	25,268	68,512	42,312	161.50%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>1,847,547</b>	<b>1,911,267</b>	<b>1,854,612</b>	<b>1,881,250</b>	<b>1,478,276</b>	<b>1,989,973</b>	<b>135,361</b>	<b>7.30%</b>
<b>TAX LEVY</b>	<b>1,447,601</b>	<b>1,963,968</b>	<b>1,865,067</b>	<b>1,891,703</b>	<b>1,082,173</b>	<b>1,922,740</b>	<b>57,673</b>	<b>3.09%</b>

**HUMAN SERVICES-LONG TERM SUPPORT**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 202-3

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	422,364	389,611	333,685	329,045	212,753	216,386	-117,299	-35.15%
Fringe Benefits	129,929	133,325	127,830	127,475	79,071	87,578	-40,252	-31.49%
Travel & Training	25,898	26,603	11,500	11,500	15,932	9,500	-2,000	-17.39%
Supplies	660	369	800	800	0	0	-800	-100.00%
Purchased Services	874,708	838,853	1,382,349	1,382,349	497,336	855,883	-526,466	-38.08%
Interdepartmental Charges	87	164	100	100	32	100	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	576,637	578,192	575,630	575,630	386,989	599,631	24,001	4.17%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>2,030,283</b>	<b>1,967,117</b>	<b>2,431,894</b>	<b>2,426,899</b>	<b>1,192,113</b>	<b>1,769,078</b>	<b>-662,816</b>	<b>-27.26%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	1,224,254	1,266,041	1,406,684	1,406,684	637,732	824,445	-582,239	-41.39%
Public Charges for Services	68,758	62,508	38,480	38,480	22,678	34,000	-4,480	-11.64%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	924	1,364	0	0	598	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	1,167	2,325	0	0	2,000	2,000	2,000	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>1,295,103</b>	<b>1,332,238</b>	<b>1,445,164</b>	<b>1,445,164</b>	<b>663,008</b>	<b>860,445</b>	<b>-584,719</b>	<b>-40.46%</b>
<b>TAX LEVY</b>	<b>735,180</b>	<b>634,879</b>	<b>986,730</b>	<b>981,735</b>	<b>529,105</b>	<b>908,633</b>	<b>-78,097</b>	<b>-7.91%</b>

**HUMAN SERVICES-ECONOMIC SUPPORT**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 202-4

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	597,260	666,575	662,054	662,054	470,442	766,406	104,352	15.76%
Fringe Benefits	242,300	257,203	301,928	301,928	176,397	294,009	-7,919	-2.62%
Travel & Training	3,347	3,811	5,493	5,493	2,440	5,500	7	0.13%
Supplies	16,172	625	600	600	135	2,000	1,400	233.33%
Purchased Services	66,737	87,506	78,742	78,742	66,609	73,118	-5,624	-7.14%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	21,490	21,626	21,800	21,800	16,796	0	-21,800	-100.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>947,306</b>	<b>1,037,346</b>	<b>1,070,617</b>	<b>1,070,617</b>	<b>732,819</b>	<b>1,141,033</b>	<b>70,416</b>	<b>6.58%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	878,966	994,388	924,270	924,270	530,757	994,690	70,420	7.62%
Public Charges for Services	6,364	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	2,811	5,273	0	0	4,312	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>888,141</b>	<b>999,661</b>	<b>924,270</b>	<b>924,270</b>	<b>535,069</b>	<b>994,690</b>	<b>70,420</b>	<b>7.62%</b>
<b>TAX LEVY</b>	<b>59,165</b>	<b>37,685</b>	<b>146,347</b>	<b>146,347</b>	<b>197,750</b>	<b>146,343</b>	<b>-4</b>	<b>0.00%</b>

**HUMAN SERVICES-BEHAVORIAL HEALTH**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 202-5

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	1,272,186	1,157,543	1,500,502	1,480,397	940,811	1,579,695	79,193	5.28%
Fringe Benefits	405,037	346,587	481,008	479,469	275,220	486,720	5,712	1.19%
Travel & Training	37,707	35,765	42,030	42,030	24,612	44,232	2,202	5.24%
Supplies	8,304	9,759	25,318	25,318	14,795	31,218	5,900	23.30%
Purchased Services	1,056,443	1,369,415	1,392,880	1,392,880	710,119	1,207,167	-185,713	-13.33%
Interdepartmental Charges	22	13	17,071	17,071	12,807	17,071	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	19,567	39,219	16,360	16,360	11,479	17,260	900	5.50%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>2,799,266</b>	<b>2,958,301</b>	<b>3,475,169</b>	<b>3,453,525</b>	<b>1,989,843</b>	<b>3,383,363</b>	<b>-91,806</b>	<b>-2.64%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	1,146,879	1,190,970	1,484,098	1,484,098	940,826	1,435,157	-48,941	-3.30%
Public Charges for Services	506,653	648,827	906,406	906,406	575,140	978,710	72,304	7.98%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	1,000	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>1,653,532</b>	<b>1,840,797</b>	<b>2,390,504</b>	<b>2,390,504</b>	<b>1,515,966</b>	<b>2,413,867</b>	<b>23,363</b>	<b>0.98%</b>
<b>TAX LEVY</b>	<b>1,145,734</b>	<b>1,117,504</b>	<b>1,084,665</b>	<b>1,063,021</b>	<b>473,877</b>	<b>969,496</b>	<b>-115,169</b>	<b>-10.62%</b>

## HUMAN SERVICES BUDGET HIGHLIGHTS

### EXPENDITURES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
202-1	HS Administration	Reception Area Remodel	\$100,000
202-2	Children and Families	Out of Home Placements \$229,747, Kinship \$4,848	\$234,595
202-5	Behavioral Health	Inpatient -\$51,488, Peer Support -\$81,000, Contracted Services \$-44,223	-\$176,711
202-3	Long Term Support	MA Pers Care Mileage cut	-\$14,500
202-3	Long Term Support	Purchase of Personal Care services	\$12,379
<b>Total Increase/-Decrease</b>			<b>\$155,763</b>

### REVENUES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
202-1	HS Administration	Redistribution of State Aid Basic County Allocation	\$92,968
202-1	HS Administration	Fund balance transfer	-\$200,000
202-2	Children and Families	Foster Home Refunds \$75,331, St Aid BCA CPS \$59,574	\$135,361
202-5	Behavioral Health	Public Charges For Services	\$23,363
202-3	Long Term Support	Elimination of MA and MCO Personal Care revenue	-\$36,347
<b>Total Increase/-Decrease</b>			<b>\$15,345</b>

### WAGE & BENEFIT CHANGES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
202-1	HS Administration	Step Increase and 1% Merit Increase	\$9,509
202-2	Children and Families	Positions re-filled at lower rates	-\$41,562
202-5	Behavioral Health	1.2 eliminated positions and 1.5 new positions, Step Increases	\$84,906
202-3	Long Term Support	Elimination of 1 FT Homemaker and 4 PT MA Pers Care positions	-\$112,326
<b>Total Increase/-Decrease</b>			<b>-\$59,473</b>

### LEVY REQUEST

2016 LEVY REQUEST	<b>\$4,459,080</b>
OVERALL \$ INCREASE/-DECREASE	<b>-\$107,645</b>
OVERALL % INCREASE/-DECREASE	<b>-2.36%</b>

## Human Services Executive Summary for the 2016 Proposed Budget

The Department of Human Services had a number of challenges to overcome in order to deliver a 2016 budget with a zero increase in tax levy:

- In 2015 we added a Forensic Interviewer position that is shared with Washington County. This essential position performs structured interviews of children impacted by abuse and neglect for Child Protection and the District Attorney's Office. We were forced to add this position when our provider became overwhelmed by their primary referral source and could no longer meet our needs in a timely manner. This non-revenue position adds \$42,300 in levy for 2016.
- Our certification for our regional Comprehensive Community Services program was delayed for several months by the State, causing a revenue shortfall for 2015, and delaying the expansion in program revenue expected to offset staff costs in 2015 and 2016.
- We have experienced significant growth in Child Welfare referrals---a direct result of the epidemic in heroin and opiate abuse in the County. This contributed to a significant rise in the number of out of home placements for children, an item which will exceed the 2015 budget by at least 15% and is only expected to grow. As of June 2015, we have experienced a 26% increase in child welfare referrals over 2014, and this comes on top of a similar increase from 2013 to 2014. The volume of referrals, and the growing complexity and severity of cases has challenged staff, and has forced us to fall out of compliance meeting State mandated timelines at points during the year. This area is the greatest risk to our Human Services Budget in 2016 and beyond.
- We expect a 9% decrease in 2016 State funding to operate our Income Maintenance programs as part of the Moraine Lakes Consortium. To resolve this shortfall, we must close our satellite office at the Family Enrichment Center in 2016 and return those staff to the Administration Center. This saves \$32,000.00 in rent and technology costs, and also improves overall management efficiency. The move comes at a time when "walk-in" numbers have diminished significantly since the move to the consortium model, limiting the public benefit of a second office.
- We will end the Medicaid Personal Care Program for a 2016 savings of \$78,000.00. This eliminates 5 staff positions (about 2.5 FTE equivalents) from a program that has been significantly impacted by the implementation of the Family Care program, and has seen revenues and participant numbers plummet since 2008.
- We have eliminated 2 positions in Behavioral Health by electing not to fill open positions. We will go into 2016 with one psychiatric nurse (versus 2 in 2015), and have a plan for coverage to attempt to continue to meet clinic needs without compromising service quality. We also have eliminated an outpatient Mental Health Therapist based on current capacity and caseload. Should demand for counseling increase significantly, we may be forced to explore adding capacity at some point in 2016.
- We will contract with a new Birth to Three Program provider in 2016. We hope this change increases revenue from Targeted Case Management secondary to improved timeliness in reporting and a more efficient service model. The new provider has proven themselves by competently serving Washington County in this area for a number of years.
- The Adult Protective Services unit has seen a significant increase in reports of adults at risk over the past few years, and has nearly doubled the number of guardianship evaluations required by the Courts since 2014. This trend is consistent with an aging population, and further growth will require adding additional staff. We have a plan to address this growth for 2016, but this is probably an area that will require additional staff in 2017 and beyond, and if the referral trends were to accelerate, even sooner.

Respectfully submitted,

Michael Lappen, MS, LPC

## HUMAN SERVICES - ADULT PROTECTION

### MISSION

The Ozaukee County Department of Human Services is dedicated to working in partnership with our community to effectively sustain or regain the well being and self sufficiency of families and individuals who are challenged by mental illness, developmental disabilities, physical disabilities, chemical dependency, the aging process, juvenile delinquency, and child and adult abuse or poverty.

### GOALS

Ozaukee County Division of Long Term Care serves functionally eligible children with disabilities and adults in need of protection with our given resources. We also work to keep our vulnerable elders and adults at risk as safe as possible from abuse, neglect, and financial exploitation.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Information and Referral/community access	DHS 61.31 & 51.437(4m)(e)	Provide information on resources available to adults in need of protection.
Protective Placements	55.02, 55.043 & 55.06(10)	Court-ordered placement of a disabled adult found to be incompetent and incapable of providing for his/her own needs. These individuals are considered to be substantial risks of harm to themselves or others were they not protectively placed.
Elder Abuse/Adults-at-Risk Reporting	46.90(3)(a)	Investigate reports of abuse, financial exploitation, and neglect and self-neglect of elders and adults-at-risk in collaboration with law enforcement.

### PERFORMANCE MANAGEMENT

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
WATTS reviews completed	Growing number of protective placement reviews managed with current staff.	32	38	51
Number of Protective Placements initiated (Chapter 55)	Protective placements necessitate County monitoring and require a significant time commitment.	12	21	30
Number of Reports of Elder Abuse, Neglect & Financial Exploitation	Adult at risk reports correlate to the number of actual investigations, and drive staffing levels.	285	350	410
Number of Elder and Adults-at-Risk investigations completed by staff	APS staff must complete investigations in a timely manner. Staff levels must keep up with increasing investigations.	187	230	275

### PERSONNEL

Current Positions	Adopted 2014	Adopted 2015	Target 2016
Funded Positions (Paid)	4	3	3
Funded FTE Positions	1	2.5	2.13

### Changes for 2016

None

## HUMAN SERVICES – BEHAVIORAL HEALTH

### MISSION

The Ozaukee County Department of Human Services is dedicated to working in partnership with our community to effectively sustain or regain the well being and self sufficiency of families and individuals who are challenged by mental illness, developmental disabilities, physical disabilities, chemical dependency, the aging process, juvenile delinquency, and child and adult abuse or poverty.

### GOALS

The Ozaukee County Behavioral Health Division will provide high quality, recovery oriented, and fiscally responsible mental health and substance abuse services.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Mental Health and Substance Abuse Services	51.42(3)(and)4, DHS 34,35,55,75	Counseling Center: Programs of prevention, evaluation, treatment, case management, information, and education.
Emergency Detention/Involuntary Treatment	51.15, 51.20	Treatment for individuals that are a danger to self or others.
Community Support Program (CSP)	51.421 (1) and (2)	Long-term case management to maximize independence in adults with a serious and persistent mental illness.
Intoxicated Driver Program (IDP)	51.42(3)(ar)4.b, 343.16(2)(a), 343.30(1q)(a), 343.305(90(a) & HFS 62	Court ordered assessments and treatment for persons convicted of operating a motor vehicle while intoxicated.
Mental Health & AODA (Oz Jail)	51.42 (3) ar (4)	Services to inmates of the Ozaukee County Jail.
Crisis intervention services	51.42(3) ar (4), DHS 34,35	For mental health, alcohol, and other drug abuse problems.

### PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
Outpatient Mental Health Revenue	Maximize revenue by increasing therapist productivity.	\$98,682	\$139,000	\$139,000
AODA Outpatient Revenue	Increase AODA services delivered by Counseling Center staff.	\$22,166	\$75,000	\$75,206
Crisis Revenue (prior to 2014 we did not bill for crisis services)	Maximize crisis revenue to offset staff costs.	\$100,000	\$100,000	\$90,000

### PERSONNEL

Current Positions	Adopted 2014	Adopted 2015	Target 2016
Funded Positions (Paid Positions) – Behavioral Health	25	22	23
Funded FTE Positions – Behavioral Health	21	21.46	21.39
Funded Positions (Paid Positions) – Administrative Staff	11	10	10
Funded FTE Positions – Administrative Staff	10.28	9.87	9.93

### Changes for 2016

Psychiatric RN Case Manager		1	0
Licensed Mental Health Professional II		6	5

## HUMAN SERVICES - CHILDREN & FAMILIES

### MISSION

The Ozaukee County Department of Human Services is dedicated to working in partnership with our community to effectively sustain or regain the well being and self sufficiency of families and individuals who are challenged by mental illness, developmental disabilities, physical disabilities, chemical dependency, the aging process, juvenile delinquency, and child and adult abuse or poverty.

### GOALS

To ensure safety for children and the community while providing for the well being and permanency for children and juveniles.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Juvenile Court Intake and Dispositional Services	938.06(2); 938.067; 938.069	Provide intake services 24 hours, 7 days a week, interview if possible a juvenile who is taken into custody and not released, determine whether juvenile shall be held in custody and where juvenile shall be held, provide crisis counseling, request petition, enter into a deferred prosecution agreement, make interim recommendations to the court concerning juveniles awaiting final disposition, complete assessments, submit court reports, provides services or make referrals for services, provide supervision services for deferred prosecution agreement, consent decree, or court order.
Juvenile Corrections Placements	938.34(4)	Court ordered placement in correctional care if juvenile has been found to be delinquent for the commission of an act that would be punishable by a sentence of 6 months or more if committed by an adult and the juvenile was found to be a danger to the public and to be in need of restrictive custodial treatment.
Juvenile Alternate Care Placements	938.34(3)	Court ordered foster care, group home care, and residential care.
Foster Home Licensing	48.62, DCF 56	Recruitment, licensing and training of a person(s) with primary responsibility for the care and supervision of one or more foster children placed in his or her home.
Child Protection Services (CPS)	Ch. 48; PL 96-272	Intakes, Investigations, Family assessments, voluntary or court ordered services, permanency and safety for children.
Child Protection out of home placements	Ch. 48; HSS 56, 57, 59	Court ordered foster care, group home care, residential care, shelter care for children in need of protection.
Child Day Care Program	Ch. 46.51	Certification of in home day care providers
Kinship Care Program	Ch. 48.57	Voluntary program to help children reside outside of their home either temporarily or long term with relative.

### PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
CPS initial assessment timeliness	Completion of investigations within 60 days	61%	90% (Projected)	95%
CPS initial assessment timeliness	Meeting investigation initial face to face response time	84.3%	87% (Projected)	90%
Legal Permanence	Children Reunified within 12 months of placement	94%	95% (Projected)	95%
Placement Stability	Children with 2 or fewer placements within 12 months	95%	97% (Projected)	98%
JJ/CPS ongoing services	Monthly face to face contact with children in out of home care are completed in a timely manner	89.5%	90% (Projected)	95%
Kinship Care	Serve maximum number of clients within the annual budget	25 clients served	26 clients served	25 clients served
Foster Homes Relicensed	Foster Homes are retained yearly	Retained 20 to 25	Retained 20 to 25	Retained 20 to 25

## PERFORMANCE MEASUREMENTS

<b>Activity</b>	<b>Performance Measure</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Foster Homes Licensed	Increase the number of licensed foster homes	8 new licensed FH	9 new licensed FH	10 new licensed FH
Correctional Placements	Reduce length of stay in correctional facility	849 days (Actual)	680 (Projected)	500
Forensic Interviews	To expand the use of forensic interviews on child maltreatment investigations	41 cases (done at Milwaukee and Waukesha CPC)	45 cases (Projected)	60 Cases
Maltreatment in out of home care, includes Kinship Care, Foster Home, Treatment Foster Home, Relative Caregivers, RCC	Children are not maltreated in and out of home care	0%	0% (Projected)	0%

## PERSONNEL

<b>Current Positions</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Funded Positions (Paid Positions)	18	20	20
Funded FTE Positions	18.13	21.07	21.33

### Changes for 2016

None

## HUMAN SERVICES - ECONOMIC SUPPORT

### MISSION

Ozaukee County Department of Human Services is dedicated to working in partnership with our community to effectively sustain or regain the well being and self sufficiency of families and individuals who are challenged by mental illness, developmental disabilities, physical disabilities, chemical dependency, the aging process, juvenile delinquency, child and adult abuse or poverty.

### GOALS

The vision of the Economic Support Unit for 2016 and forward is: continue to deliver our services via our consortium model that consists of a five county partnership, Moraine Lakes Consortium (MLC). We intend to continue to collaborate and cooperate to develop efficiencies, streamline and refine caseload management strategies to provide excellent customer service, accurate and timely issuance of benefits. MLC formed a Fraud Unit to pool resources to raise awareness, streamline, create best practices and train staff. It is the intention to increase workers' and community awareness of fraud, waste and abuse as well as generating incentive revenue back to the counties with established overpayment claims derived from over- issuance of benefits.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Medicaid-Elderly, blind, disabled	Ch. 49	Includes nursing home, Family Care Services, MAPP, Medicare beneficiary's subprograms, and Caretaker supplements.
BadgerCare Plus	Ch. 49	Affordable health care coverage for families, pregnant women, children and childless adults.
Program Integrity and Fraud	Ch. 49	Recovery/repayment of incorrect Foodshare, Medicaid, BadgerCare Plus and Child Care benefit payments caused by; customer, system, and/or agency error.
FoodShare	Ch. 49	Benefits to help meet the nutritional needs of eligible individuals.
Child Care Program	Ch. 49	Daycare assistance for Work-related activities (subprograms of Wisconsin works.)

### PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Current 2015	Target 2016
Call Center	2014 state benchmark 15 min wait time	6.16 min	YTD avg.	3 min
Avg. speed of answer	2015 state benchmark 12 min wait time		4.16 min	
Application timeliness	State Standard 95%	97.62%	98.8%	100%
Program annual reviews processed timely	State Standard 95%	98.34%	98.01%	100%
Program Integrity	Referrals no state performance measure	23	YTD-17	50
Fraud, abuse & waste				
Quality Control (QC) & 2 <sup>nd</sup> Party case reviews		cases in error 10	YTD-1	0
Overpayment Claims Established		88	100	150
Fair Hearing requests	No state performance measure (customer not agreeing w/agency elig decision)	52	YTD 19	50
Fair Hearing withdrawn	No state performance measure (customer chose to withdraw due to agency explanation, clarification or reason for action)	27	YTD 11	40

### PERSONNEL

Current Positions	Adopted 2014	Projected 2015	Target 2016
Funded Positions (Paid Positions)	12 perm/2 LTE=14	13 perm/1 LTE = 14	13 perm/2 LTE = 15
Funded FTE Positions	14	14.12	16.25

## HUMAN SERVICES - LONG TERM SUPPORT

### MISSION

The Ozaukee County Department of Human Services is dedicated to working in partnership with our community to effectively sustain or regain the well being and self sufficiency of families and individuals who are challenged by mental illness, developmental disabilities, physical disabilities, chemical dependency, the aging process, juvenile delinquency, and child and adult abuse or poverty.

### GOALS

Ozaukee County Division of Long Term Care serves functionally eligible children with disabilities and adults in need of protection with our given resources. We also work to keep our vulnerable elders and adults at risk as safe as possible from abuse, neglect, and financial exploitation.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Information and Referral/community access Case Management/DD Youth	DHS 61.31 & 51.437(4m)(e) 51.437 (1) and DHS 61.32	Provide information on resources available to children with disabilities or delays as well as adults in need of protection. Case Managers are responsible for locating, managing, coordinating, and monitoring all services needed by eligible children. They determine eligibility and maintain compliance of funding sources to reduce costs to county.
Respite Care Services	Implied in 51.437 (1)	Provide caregivers temporary relief from the stress of giving continuous support and assistance to those children who are developmentally, physically, or mentally disabled.
Residential Services	51.347 (1), DHS 61.44, 83.03	Placement and monitoring of disabled children or abused adults into alternative living arrangements such as Foster Homes, Group Homes, Adult Family Homes, Residential Treatment Centers, State Centers, or nursing homes.
Day Services	51.347, DHS 61.40	Training and intervention directed at skill development and maintenance of physical health, language, cognitive, and social development, and community integration.
Birth to Three Program	51.44, DHS 90	Children who are eligible for this program demonstrate significant delays in development. These delays could pertain to physical development, speech or intellectual delays. Service Coordinators purchase and coordinate services based on the individual needs of the child.
Family Support Program	HFS 65 -Entirely paid for with state monies	Allows families to obtain help to care for their disabled child at home by providing limited funding to purchase authorized services and goods.

### PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
Revenue generated through Targeted Case Management (TCM) CLTS	Improve timely staff documentation to increase TCM revenue.	\$64,000	\$80,043	\$105,245
Number of Corrective Actions taken for B-3	Minimize corrective action plans by holding contractor accountable for deadlines.	1	3	1

### PERSONNEL

Current Positions	Adopted 2014	Adopted 2015	Target 2016
Funded Positions (Paid Positions)	10	10	3
Funded FTE Positions	6.52	6.52	3.2
<b>Changes for 2016</b>			
Certified Nurse's Aide		3	0
Homemaker Aide		1	0
MA Personal Care RN		1	0

## HUMAN SERVICES PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_

Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title From: **Personal Care Worker** \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_  
 Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_  
 Annual Working Hours From: 156 To: 0

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	-\$6,913.90
Overtime	\$0.00
Social Security	-\$428.66
Medicare	-\$100.25
Retirement	-\$470.15
Health Insurance	\$0.00
Life Insurance	\$0.00
Disability Insurance	\$0.00
<b>Subtotal Salary &amp; Benefits</b>	<b>-\$7,912.96</b>
Furniture Requirements	\$0.00
Equipment Requirements	\$0.00
<b>Total Annual Expense</b>	<b>-\$7,912.96</b>
Funding Amount	\$0.00
<b>Total Fiscal Impact</b>	<b>-\$7,912.96</b>
Funding Source	Medical Assistance
<b>Cost Center(s) Expensed</b>	202-3-05 100% %
<b>&amp; Allocations</b>	_____ %
	_____ %
	_____ %
	_____ %

### JUSTIFICATION

To bring the department budget to a zero levy increase for 2016, this non-mandated program (MA Personal Care) will be eliminated.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

## HUMAN SERVICES PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_

Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title From: **Homemaker Services** \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_  
 Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_  
 Annual Working Hours From: 1950 To: 0

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	-\$28,104.77	
Overtime	\$0.00	
Social Security	-\$1,605.09	
Medicare	-\$375.38	
Retirement	-\$1,911.12	
Health Insurance	-\$16,252.68	
Life Insurance	-\$55.68	
Disability Insurance	-\$115.20	
<b>Subtotal Salary &amp; Benefits</b>	<b>-\$48,419.92</b>	
Furniture Requirements	\$0.00	
Equipment Requirements	\$0.00	
<b>Total Annual Expense</b>	<b>-\$48,419.92</b>	
Funding Amount	\$0.00	
<b>Total Fiscal Impact</b>	<b>-\$48,419.92</b>	
Funding Source	Care Management Organization, Basic County Alloc.	
<b>Cost Center(s) Expensed</b>	202-3-05	100% %
<b>&amp; Allocations</b>	_____	_____ %
	_____	_____ %
	_____	_____ %
	_____	_____ %

### JUSTIFICATION

To bring the department budget to a zero levy increase for 2016, this non-mandated program (Homemaker Services) will be eliminated.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

## HUMAN SERVICES PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_

Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_

Employee Group \_\_\_\_\_

Pay Grade \_\_\_\_\_

Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title From: Psychiatric RN \_\_\_\_\_

Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_

Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_

Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_

Annual Working Hours From: 1950 To: 2080

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	\$4,208.16
Overtime	\$0.00
Social Security	\$260.91
Medicare	\$61.02
Retirement	\$286.15
Health Insurance	\$0.00
Life Insurance	\$7.68
Disability Insurance	\$17.16
<b>Subtotal Salary &amp; Benefits</b>	<b>\$4,841.08</b>
Furniture Requirements	\$0.00
Equipment Requirements	\$0.00
<b>Total Annual Expense</b>	<b>\$4,841.08</b>
Funding Amount	\$0.00
<b>Total Fiscal Impact</b>	<b>\$4,841.08</b>
Funding Source	Dept of Health Services - State Aid
<b>Cost Center(s) Expensed</b>	202-5-01 60% %
<b>&amp; Allocations</b>	202-5-05 40% %
	_____ %
	_____ %
	_____ %

### JUSTIFICATION

In 2016 Mari Lepold will be taking on many duties previously assigned to Cheryl Simon. Cheryl is retiring in December 2015 and will not be replaced. Mari's hours will need to be increased from 37.5 per week to 40 per week to reflect the increased responsibility she will incur. Beginning in 2016 Mari will be the assigned CSP and CCS nurse for our medicaid funded case management programs (assigned to Cheryl Simon prior to 2016). Therefore, the county will not lose out on the nurse's billable units with Cheryl's retirement.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

## HUMAN SERVICES PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_

Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_

Employee Group \_\_\_\_\_

Pay Grade \_\_\_\_\_

Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title From: **Personal Care Worker** \_\_\_\_\_

Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_

Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_

Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_

Annual Working Hours From: 2925 To: 0

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	-\$49,070.10	
Overtime	\$0.00	
Social Security	-\$3,042.36	
Medicare	-\$711.51	
Retirement	-\$3,336.78	
Health Insurance	\$0.00	
Life Insurance	\$0.00	
Disability Insurance	\$0.00	
<b>Subtotal Salary &amp; Benefits</b>	<b>-\$56,160.75</b>	
Furniture Requirements	\$0.00	
Equipment Requirements	\$0.00	
<b>Total Annual Expense</b>	<b>-\$56,160.75</b>	
Funding Amount	\$0.00	
<b>Total Fiscal Impact</b>	<b>-\$56,160.75</b>	
Funding Source	Medical Assistance, Care Management Organization	
<b>Cost Center(s) Expensed</b>	202-3-05	100% %
<b>&amp; Allocations</b>	_____	_____ %
	_____	_____ %
	_____	_____ %
	_____	_____ %

### JUSTIFICATION

To bring the department budget to a zero levy increase for 2016, this non-mandated program (MA Personal Care) will be eliminated.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

## HUMAN SERVICES PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_

Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title From: Psychiatric Nurse Case Worker \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_  
 Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_  
 Annual Working Hours From: 2080 To: 0

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	-\$67,330.64
Overtime	\$0.00
Social Security	-\$4,174.50
Medicare	-\$976.29
Retirement	-\$4,578.48
Health Insurance	-\$8,125.92
Life Insurance	-\$130.56
Disability Insurance	-\$276.00
<b>Subtotal Salary &amp; Benefits</b>	<b>-\$85,592.39</b>
Furniture Requirements	\$0.00
Equipment Requirements	\$0.00
<b>Total Annual Expense</b>	<b>-\$85,592.39</b>
Funding Amount	\$0.00
<b>Total Fiscal Impact</b>	<b>-\$85,592.39</b>
Funding Source	Dept of Health Serv-Community Support
<b>Cost Center(s) Expensed</b>	202-5-01 40% %
<b>&amp; Allocations</b>	202-5-02 50% %
	202-5-09 10% %
	_____ %
	_____ %

### JUSTIFICATION

Current employee is retiring. Job duties will be transferred to Nurse Prescriber and Psychiatric RN.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

# HUMAN SERVICES PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_  
 Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title From: Licensed Health Professional II \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_  
 Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_  
 Annual Working Hours From: 2080 To: 0

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	-\$67,330.64
Overtime	\$0.00
Social Security	-\$4,174.50
Medicare	-\$976.29
Retirement	-\$4,578.48
Health Insurance	-\$20,338.56
Life Insurance	-\$130.56
Disability Insurance	-\$276.00
<b>Subtotal Salary &amp; Benefits</b>	<b>-\$97,805.03</b>
Furniture Requirements	\$0.00
Equipment Requirements	\$0.00
<b>Total Annual Expense</b>	<b>-\$97,805.03</b>
Funding Amount	\$0.00
<b>Total Fiscal Impact</b>	<b>-\$97,805.03</b>
Funding Source	State Aid - DHS and DCF
<b>Cost Center(s) Expensed</b>	202-5-01 40% %
<b>&amp; Allocations</b>	202-2-09 5% %
	202-5-10 5% %
	202-2-14 50% %
	%

### JUSTIFICATION

Current employee will retire in 2015 and duties will be transferred to other Licensed Mental Health Professionals II.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

# HUMAN SERVICES PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_  
 Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title From: Support Care Worker To: Peer Specialist  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_  
 Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_  
 Annual Working Hours From: \_\_\_\_\_ To: \_\_\_\_\_

### BUDGET/FISCAL IMPACT

Regular Salary & Wages \_\_\_\_\_  
 Overtime \_\_\_\_\_  
 Social Security \_\_\_\_\_  
 Medicare \_\_\_\_\_  
 Retirement \_\_\_\_\_  
 Health Insurance \_\_\_\_\_  
 Life Insurance \_\_\_\_\_  
 Disability Insurance \_\_\_\_\_  
**Subtotal Salary & Benefits** \_\_\_\_\_  
 Furniture Requirements \_\_\_\_\_  
 Equipment Requirements \_\_\_\_\_  
**Total Annual Expense** \_\_\_\_\_  
 Funding Amount \_\_\_\_\_  
**Total Fiscal Impact** \_\_\_\_\_  
 Funding Source \_\_\_\_\_  
**Cost Center(s) Expensed** \_\_\_\_\_ %  
**& Allocations** \_\_\_\_\_ %  
 \_\_\_\_\_ %  
 \_\_\_\_\_ %  
 \_\_\_\_\_ %

### JUSTIFICATION

Deborah Thimm has worked at the On Center for the past eight years. Deborah acts as a mentor and support for consumers who attend the On Center. Deborah is open about her mental health diagnosis and personal journey of recovery. This request is acknowledging Deborah as a Peer Specialist. She is doing the work of a Peer Specialist, using her own experiences to empower others. Deborah is considering the Certified Peer Specialist Training, although at this time she is not ready to take the training and subsequent test. This is an area Ozaukee County's Behavioral Health Unit is invested in pursuing. The use of Peer Specialists is something the State of Wisconsin is strongly encouraging, in fact Peer Specialists are required under the Comprehensive Community Services' (CCS) service array. Deborah should be recognized for the peer work she does do, changing her title is the next logical step.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

## HUMAN SERVICES

### 2016 - REQUESTED CAPITAL PROJECTS

#### 202-01-Office Remodeling

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Remodeling all Human Services between 3rd and 4th Floors.

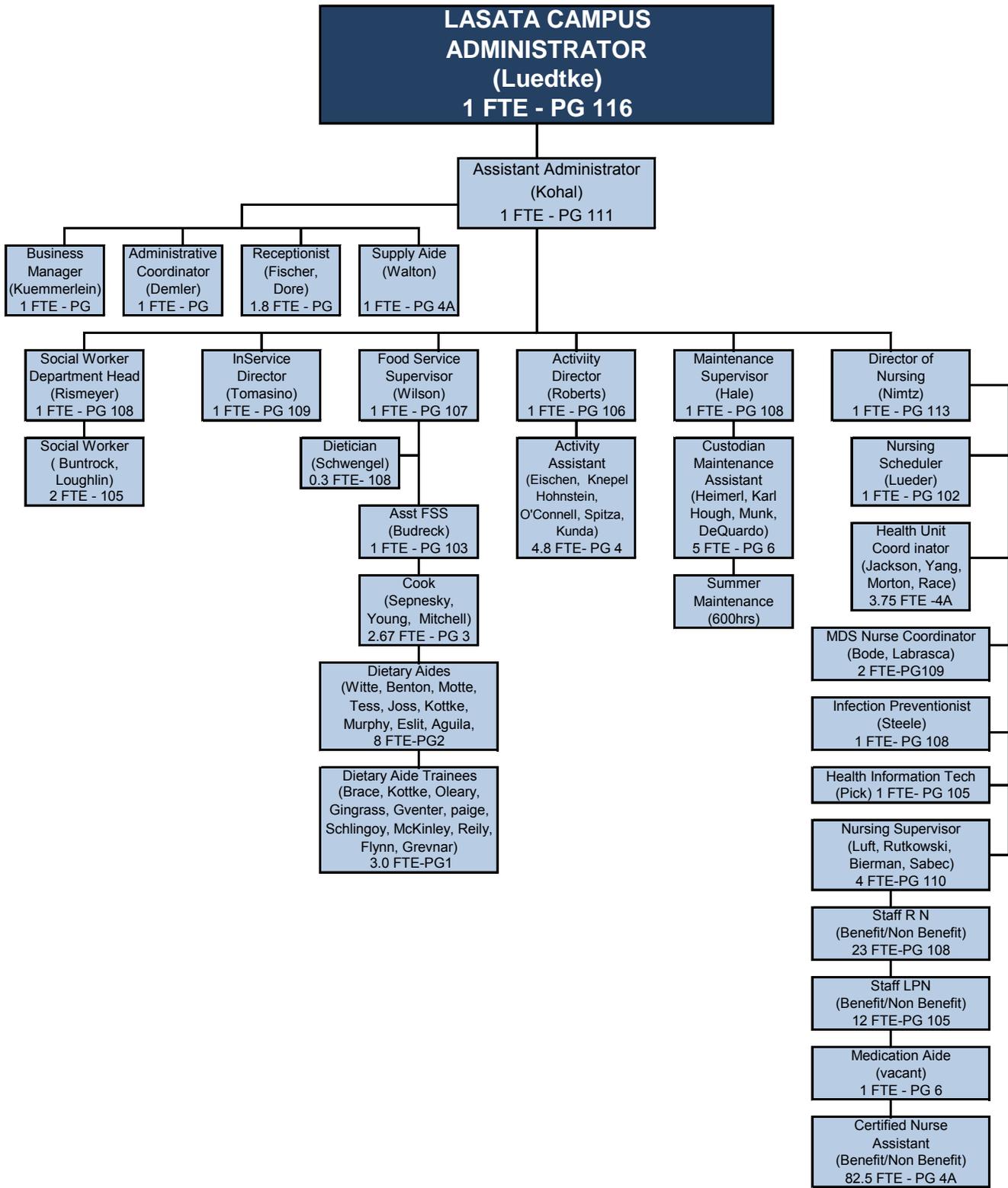
625122	Building Improvements	\$100,000	74100	Fund Balance Applied	\$100,000
<b>Expense Total:</b>		<b>\$100,000</b>		<b>Revenue Total:</b>	<b>\$100,000</b>

**Other Revenue Sources (49000):**

- |  |  |
|--|--|
| <input type="checkbox"/> Direct Project Charges          | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations                       | <input type="checkbox"/> Capital Reserve Carryover |
| <input checked="" type="checkbox"/> Fund Balance Applied | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund                    | <input type="checkbox"/> Energy Efficiency Project |

<b>Total Department for 2016:</b>	<b>\$100,000</b>	<b>\$100,000</b>
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# LASATA CARE CENTER ORGANIZATIONAL CHART



**LASATA CARE CENTER**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
**OVERALL DEPARTMENT SUMMARY**

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	7,828,202	7,695,783	7,576,625	7,576,625	4,911,916	6,958,066	-618,559	-8.16%
Fringe Benefits	2,490,922	2,389,901	2,522,729	2,522,729	1,602,319	2,393,011	-129,718	-5.14%
Travel & Training	12,212	7,995	11,000	11,000	5,100	13,500	2,500	22.73%
Supplies	650,548	645,185	649,800	649,800	410,674	652,800	3,000	0.46%
Purchased Services	2,121,780	2,142,652	2,050,300	2,050,300	1,249,968	1,957,199	-93,101	-4.54%
Interdepartmental Charges	373,159	366,723	385,297	385,297	219,467	394,594	9,297	2.41%
Depreciation	340,673	349,853	344,000	344,000	230,398	386,000	42,000	12.21%
Debt	0	151,813	276,939	276,939	277,204	270,450	-6,489	-2.34%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	900,339	933,098	988,925	988,925	542,927	974,801	-14,124	-1.43%
Capital Outlay	0	46,568	295,000	10,295,000	1,316,177	255,000	-40,000	-13.56%
Capital Contra	0	0	-295,000	-10,295,000	0	-255,000	40,000	-13.56%
Other Financing Uses	55,000	232,500	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>14,772,835</b>	<b>14,962,071</b>	<b>14,805,615</b>	<b>14,805,615</b>	<b>10,766,150</b>	<b>14,000,421</b>	<b>-805,194</b>	<b>-5.44%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	12,782,962	12,174,936	12,458,900	12,458,900	7,553,307	11,648,675	-810,225	-6.50%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	572	25,977	1,000	1,000	49,686	0	-1,000	-100.00%
Other Revenues	1,473,516	1,430,195	1,371,000	1,371,000	687,491	1,497,250	126,250	9.21%
Other Financing Sources	205,000	519,643	897,267	897,267	1,813,866	620,457	-276,810	-30.85%
<b>TOTAL REVENUES</b>	<b>14,462,050</b>	<b>14,150,751</b>	<b>14,728,167</b>	<b>14,728,167</b>	<b>10,104,350</b>	<b>13,766,382</b>	<b>-961,785</b>	<b>-6.53%</b>
<b>TAX LEVY</b>	<b>310,785</b>	<b>811,320</b>	<b>77,448</b>	<b>77,448</b>	<b>661,800</b>	<b>234,039</b>	<b>156,591</b>	<b>202.19%</b>

**LASATA CARE CENTER-REVENUES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Enterprise Fund - 501-1

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0.00%</b>						
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	12,782,962	12,174,936	12,458,900	12,458,900	7,553,307	11,648,675	-810,225	-6.50%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	572	22	1,000	1,000	0	0	-1,000	-100.00%
Other Revenues	1,473,516	1,426,025	1,371,000	1,371,000	687,491	1,497,250	126,250	9.21%
Other Financing Sources	0	354,643	897,267	897,267	813,866	620,457	-276,810	-30.85%
<b>TOTAL REVENUES</b>	<b>14,257,050</b>	<b>13,955,626</b>	<b>14,728,167</b>	<b>14,728,167</b>	<b>9,054,664</b>	<b>13,766,382</b>	<b>-961,785</b>	<b>-6.53%</b>
<b>TAX LEVY</b>	<b>-14,257,050</b>	<b>-13,955,626</b>	<b>-14,728,167</b>	<b>-14,728,167</b>	<b>-9,054,664</b>	<b>-13,766,382</b>	<b>961,785</b>	<b>-6.53%</b>

**LASATA CARE CENTER-ADMINISTRATIVE**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 Enterprise Fund - 501-2

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	7,828,202	7,695,783	7,576,625	7,576,625	4,911,916	6,958,066	-618,559	-8.16%
Fringe Benefits	2,490,922	2,389,901	2,522,729	2,522,729	1,602,319	2,393,011	-129,718	-5.14%
Travel & Training	12,212	7,995	11,000	11,000	5,100	13,500	2,500	22.73%
Supplies	650,548	645,185	649,800	649,800	410,674	652,800	3,000	0.46%
Purchased Services	1,098,772	1,151,643	1,055,300	1,055,300	675,641	978,790	-76,510	-7.25%
Interdepartmental Charges	373,159	366,723	385,297	385,297	219,467	394,594	9,297	2.41%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	92,313	276,939	276,939	277,204	270,450	-6,489	-2.34%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	899,584	933,081	987,925	987,925	542,927	973,801	-14,124	-1.43%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	67,500	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>13,353,399</b>	<b>13,350,124</b>	<b>13,465,615</b>	<b>13,465,615</b>	<b>8,645,248</b>	<b>12,635,012</b>	<b>-830,603</b>	<b>-6.17%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	205,000	165,000	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>205,000</b>	<b>165,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>13,148,399</b>	<b>13,185,124</b>	<b>13,465,615</b>	<b>13,465,615</b>	<b>8,645,248</b>	<b>12,635,012</b>	<b>-830,603</b>	<b>-6.17%</b>

**LASATA CARE CENTER-PATIENT CARE**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Enterprise Fund - 501-3

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	704,221	674,098	655,000	655,000	385,934	655,000	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	755	17	1,000	1,000	0	1,000	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>704,976</b>	<b>674,115</b>	<b>656,000</b>	<b>656,000</b>	<b>385,934</b>	<b>656,000</b>	<b>0</b>	<b>0.00%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>704,976</b>	<b>674,115</b>	<b>656,000</b>	<b>656,000</b>	<b>385,934</b>	<b>656,000</b>	<b>0</b>	<b>0.00%</b>

**LASATA CARE CENTER-OUTSIDE SERVICES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Enterprise Fund - 501-4

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	318,787	316,910	340,000	340,000	188,394	323,409	-16,591	-4.88%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>318,787</b>	<b>316,910</b>	<b>340,000</b>	<b>340,000</b>	<b>188,394</b>	<b>323,409</b>	<b>-16,591</b>	<b>-4.88%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>318,787</b>	<b>316,910</b>	<b>340,000</b>	<b>340,000</b>	<b>188,394</b>	<b>323,409</b>	<b>-16,591</b>	<b>-4.88%</b>

**LASATA CARE CENTER-CAPITAL EXPENDITURES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 Enterprise Fund - 501-5

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	340,673	349,853	344,000	344,000	230,398	386,000	42,000	12.21%
Debt	0	59,500	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	46,568	295,000	10,295,000	1,316,177	255,000	-40,000	-13.56%
Capital Contra	0	0	-295,000	-10,295,000	0	-255,000	40,000	-13.56%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>340,673</b>	<b>455,921</b>	<b>344,000</b>	<b>344,000</b>	<b>1,546,575</b>	<b>386,000</b>	<b>42,000</b>	<b>12.21%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	25,955	0	0	49,686	0	0	0.00%
Other Revenues	0	4,170	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>30,125</b>	<b>0</b>	<b>0</b>	<b>49,686</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>340,673</b>	<b>425,796</b>	<b>344,000</b>	<b>344,000</b>	<b>1,496,889</b>	<b>386,000</b>	<b>42,000</b>	<b>12.21%</b>

## LASATA CARE CENTER BUDGET HIGHLIGHTS

### EXPENDITURES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
501-2-01-59355-000	Work Comp	Increased liability of claims	\$76,000
501-2-09-54509-000	Purchased Laundry Services	Reduced usage due to downsizing	-\$40,000
501-5-01-56210-000	Depreciation	Increased value of property	\$40,000
<b>Total Increase/-Decrease</b>			<b>\$76,000</b>

### REVENUES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
501-0-01-43331-000	Private Pay Revenues	Increased Census	\$92,000
501-1-01-43332-000	Medicare Revenues	Increased Census and Funding	\$1,200,000
501-1-01-43333-000	Medicaid/Family Care Rev	Decreased Census	-\$1,250,000
501-1-01-43335-000	Managed Care Revenues	Increased Census and Funding	\$255,000
various	Other Revenues	Decreased, adjusted to medicare& managed care accts	-\$1,030,000
501-1-01-49411-000	SPE	Estimated State/Federal funding	\$48,000
<b>Total Increase/-Decrease</b>			<b>-\$685,000</b>

### WAGE & BENEFIT CHANGES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
501-2-01-51101-000	Wages	Fewer Staff due to downsizing	-\$640,000
501-2-01-51200-000	Fringes	Fewer Staff due to downsizing	-\$200,000
<b>Total Increase/-Decrease</b>			<b>-\$840,000</b>

### LEVY REQUEST

2016 LEVY REQUEST	\$234,039
OVERALL \$ INCREASE/-DECREASE	\$156,591
OVERALL % INCREASE/-DECREASE	202.19%

2016 Net Deficit of \$920,467 before transfers and Levy

2015 Net Deficit of \$974,700 before transfers and Levy

## LASATA CAMPUS - LASATA CARE CENTER

### MISSION

The Lasata Senior Campus is committed to serving our residents and tenants by supporting their personal, social, spiritual, and medical choices while preserving their dignity, individuality, and independence.

### GOALS

Our goal is to provide 24-hour care to adults of all ages with various illnesses and disabilities. Our services range from short-term rehabilitation to long-term chronic and dementia care.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Nursing	n/a	Nursing is staffed 24/7/365, this department provides routine nursing services such as medication administration, personal cares, bathing, feeding and dressing, etc. They also provide advanced services such as wound treatment, IV administration, tube feeding, ostomy, palliative, Alzheimer's, and dementia care.
Therapy	n/a	We contract for Physical, Occupational, and Speech therapy. Therapist's help our residents reach their highest level of independence possible by providing a comprehensive assessment and designing a treatment plan. We are able to provide for Medicare Part A&B, as well as many Managed Care and Private Pay health plans.
Administration	n/a	Administration is responsible for ensuring we maintain compliance with all State and Federal codes to continue licensure. They also direct staff and resources to stay within county budgets and P&P's. This dept coordinates all Purchasing, A/P, Billing, A/R, Personnel and HR functions for the entire Campus and with other County depts.
Social Services	n/a	Social Services is responsible for assisting the residents and families with a smooth transition as they are admitted to the facility. They then work closely with them to make sure all their social needs are met whether they are staying short-term or long-term. They assist them and arrange for services they may need upon discharge and ensure that process is handled properly. They are the advocate for the rights and safety of the resident while in the facility and speak on their behalf if no one else will.

### PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
By maintaining compliance with all State and Federal licensure Codes, and based on survey reports, staffing levels and quality indicators of resident care, we strive to maintain the highest standard of recognition by the Federal Govt.	During our most recent State/Federal licensure Survey we received minor citations that were all at lower levels of concern. There were no civil penalties or fines involved. We are currently listed as a "5-Star" nursing home by the Federal Govt., this is the highest rating possible.	4-5 Star CMS rating.	4-5 Star CMS rating.	4-5 Star CMS rating.
Maintain a high daily census to optimize revenues.	Our daily census has dropped this past year but we are confident that with the completion of our renovation project this will improve to higher levels once again.	95% Total occupancy with 30% Medicare	95% Total occupancy with 30% Medicare	95% Total occupancy with 30% Medicare

**PERFORMANCE MEASUREMENTS**

<b>Activity</b>	<b>Performance Measure</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Provide a variety of services and programs for residents to enhance their lives. We perform exit surveys of residents and families to rate our performance.	We have maintained high percentages of Medicare and Private pay residents. We were one of the first facilities in WI to have a certified "Music & Memory" program for residents with Dementia and Alzheimer's. We offer Hospice services and all levels of therapy services.	Private Pay. 90% 'Excellent /very Good' rating from residents and families.	Private Pay. 90% 'Excellent /very Good' rating from residents and families.	Private Pay. 90% 'Excellent /very Good' rating from residents and families.

**PERSONNEL**

<b>Current Positions</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Funded Positions (Paid Positions)	275	268	172.95 FTE
Funded FTE Positions	187.75	183	172.95 FTE

**Changes in 2016**

- Eliminate 1 FTE Nurse Coordinator to a new total of 2 FTE's.
- Eliminate 1 FTE of RN's by adjusting from 16 FTE Regular and 8 FTE Non-Benefit to 20 FTE Regular and 3 FTE NB.
- Eliminate 2 FTE of LPN's by adjusting from 12 FTE Regular and 2 FTE Non-Benefit to 11 FTE Regular and 1 FTE NB.
- Eliminate .75 FTE Staff Social Worker to a new total of 2 FTE's.
- Eliminate .50 FTE Medication Aide to a new total of 1 FTE.
- Eliminate 12.5 FTE's of C.N.A's by adjusting 50 FTE Regular and 45 FTE Non-Benefit to 46.5 FTE Regular and 36 FTE NB.
- Eliminate 0.25 FTE of Health Unit Coordinator to a new total of 3.75 FTE's.
- Eliminate .70 FTE of Activity Aides to a new total of 4.8 FTE's.
- Increase Receptionist FTE from 1.5 to 1.8 FTE's.
- Eliminate 2.5 FTE of Dietary Aides to a new total of 11.0 FTE's.
- Eliminate 1 FTE of Dietary Cook to a new total of 2.67 FTE's.

## **2016 Personnel Change Requests for Lasata Campus**

### **1) Change Campus Department Supervisors from Hourly/Comp Time status to Salaried:**

In most health-care settings department supervisors are considered 'Salaried' and are not eligible to accrue overtime and/or 'Comp. Time'. This is decided from their status as a 'Professional' based on their education, certification and management responsibilities.

Currently the Lasata Campus Administrator (Grade 116), the Asst. Admin. (Grade 111), and the Director of Nursing (Grade 113), are considered 'Salaried' status for payment of wages and overtime. These positions earn no overtime and accrue no Comp. Time for hours worked over 40 hours per week and are paid for a straight 40 hour work week.

All other Lasata Campus department supervisors; In-service Director (109), Building Supervisor (108), Crossings Manager (108), Social Services Director (108), Dietary Supervisor (107), Heights Manager (107), and Activity Director (106), are considered 'Hourly' employees for purposes of payment of wages, overtime and Comp Time.

I am recommending we change all Lasata Campus Department Supervisors to 'Salaried' status in 2016. As professionals and department leaders they should be considered 'Salaried' individuals and not expect to receive Comp. Time for 'extra' hours they may work.

As department supervisors their hours do vary from day to day. They usually do not have a typical 8 hour day/40 hour week and are often called at home to resolve issues or concerns that arise. There are days they work a bit longer and days they may be able to leave a bit sooner as long as they can justify to myself that their work is completed and they have given us an honest day's work.

In looking back over the past 2.5 years they accrue an average of 520 total hours of Comp. Time combined which is only about 2 hours per week for each person. However when paid out for this Comp. Time in lieu of vacation or sick time, or upon retirement or separation, etc., that totals to over \$15,000 per year.

I do not believe there is much 'padding' of Comp. Time although I have on occasion questioned or challenged some of their work hours or claims of Comp. Time, especially when they want to leave early at the end of the day. I would continue to allow them to flex or adjust their schedule with my approval to accommodate personal issues or work flow changes.

### **2) Change On-Call payment for Social Workers from Comp. Time earned to a premium.**

Currently our Social Workers rotate working weekends by working 6-8 hours on Saturday and then being 'On-Call' the remainder of the weekend. They earn .12 hours of Comp. Time for each hour 'On-Call', averaging 4.8 hours of Comp. Time earned each weekend. This adds up to \$6,600 of wages per year or \$63.60 for each day 'On-Call'.

I am recommending elimination of earning Comp. Time for being 'On-call' and pay them a straight \$25/day stipend instead. The stipend would cost an estimated \$3,075 per year. When they do have to report to work for rare emergency of 4-5 times per year they would be paid overtime but those are rare occasions that would total about \$400 in overtime per year.

This would net a savings of \$3,600 per year but more importantly eliminates a Comp. Time payment.

I will be 90% 'Excellent /very Good' rating from residents and families. glad to discuss these ideas at our budget meetings planned for September 3, 2015.

Ralph G. Luedtke,

Lasata Campus Administrator

## LASATA CAMPUS-LASATA CARE CENTER 2016 - REQUESTED CAPITAL PROJECTS

### 501-01-Miscellaneous Moveable Equipment

---

Normal replacement of equipment such as electric beds, wheelchairs, small equipment for Diety, Maintenance and Housekeeping.

61212	Moveable Equipment	\$25,000	43000	User Fees	\$25,000
<b>Expense Total:</b>		<b>\$25,000</b>		<b>Revenue Total:</b>	<b>\$25,000</b>

**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

### 501-02-Miscellaneous DP & Electronic Equipment Replacement

---

Normal replacement of computers, printers, and other data and electronic equipment like security cameras.

61112	Computer Equipment	\$30,000	43000	User Fees	\$30,000
<b>Expense Total:</b>		<b>\$30,000</b>		<b>Revenue Total:</b>	<b>\$30,000</b>

**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

**501-04-Miscellaneous Building Improvements**

---

Replace internal building systems such as plumbing, electrical, hard surfaces, etc.

62512	Building Improvements	\$50,000	43000	User Fees	\$50,000
<b>Expense Total:</b>		<b>\$50,000</b>	<b>Revenue Total:</b>		<b>\$50,000</b>

**Other Revenue Sources (49000):**

- |   |   |
|---|---|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve                      |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover            |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                              |
| <input type="checkbox"/> General Fund           | <input checked="" type="checkbox"/> Energy Efficiency Project |

**501-16-Garage Expansion-New Roof**

---

Replace the shingled roof on our maintenance garage that is over 30 years old.

62512	Building Improvements	\$25,000	43000	User Fees	\$25,000
<b>Expense Total:</b>		<b>\$25,000</b>	<b>Revenue Total:</b>		<b>\$25,000</b>

**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

**501-43-Miscellaneous Nursing Equipment**

---

Purchase and replace of bariatric beds and wheelchairs, mechanical lifts, medical scanners, pressure mattresses, etc.

61212	Moveable Equipment	\$25,000	43000	User Fees	\$25,000
<b>Expense Total:</b>		<b>\$25,000</b>	<b>Revenue Total:</b>		<b>\$25,000</b>

**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

**501-44-Miscellaneous Fixed Equipment**

---

Replacement of laundry dryers and washers, dietary coolers and freezers, water softeners, etc.

61215	Furniture	\$50,000	43000	User Fees	\$50,000
<b>Expense Total:</b>		<b>\$50,000</b>	<b>Revenue Total:</b>		<b>\$50,000</b>

**Other Revenue Sources (49000):**

- |   |   |
|---|---|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve                      |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover            |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                              |
| <input type="checkbox"/> General Fund           | <input checked="" type="checkbox"/> Energy Efficiency Project |

**501-46-Nurse Aide Electronic Charting System**

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Implementation of an electronic charting and care tracking system for nursing assistants. This will integrate with our current medical records charting and billing system.

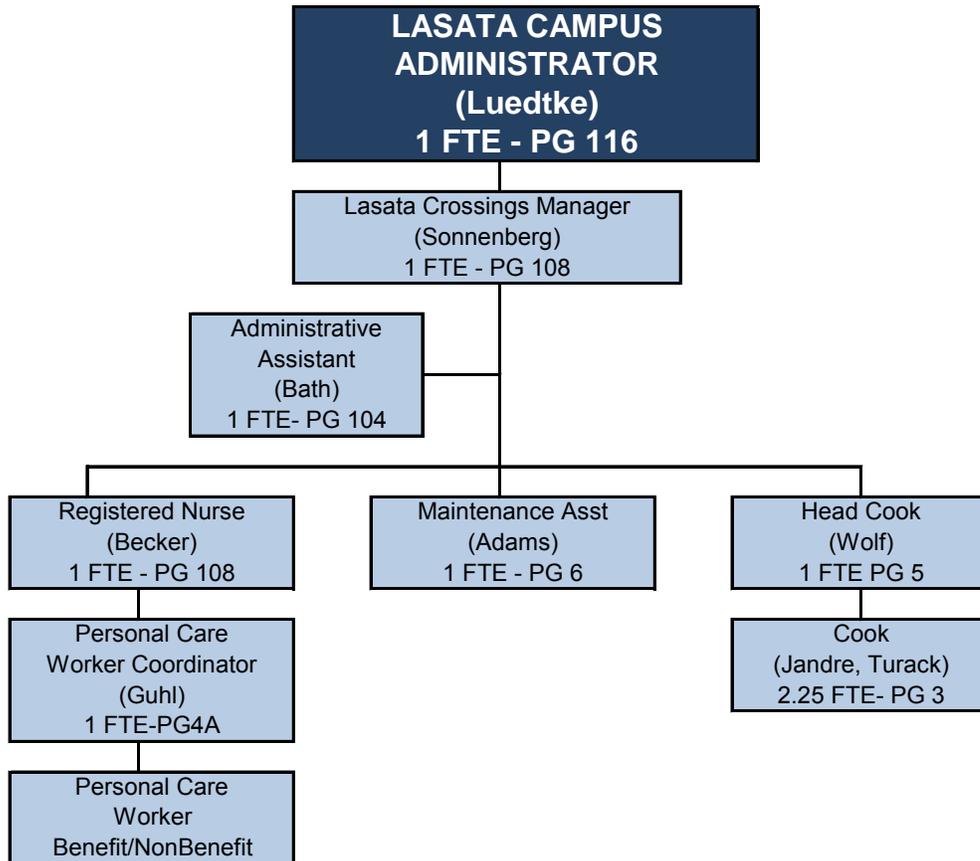
61112	Computer Equipment	\$50,000	43000	User Fees	\$50,000
<b>Expense Total:</b>		<b>\$50,000</b>	<b>Revenue Total:</b>		<b>\$50,000</b>

**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

<b>Total Department for 2016:</b>	<b>\$255,000</b>	<b>\$255,000</b>
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**LASATA CROSSINGS  
ORGANIZATIONAL CHART**



**LASATA CROSSING**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
**OVERALL DEPARTMENT SUMMARY**

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	661,150	732,113	743,410	743,410	511,056	745,238	1,828	0.25%
Fringe Benefits	183,313	163,970	221,704	221,704	140,012	239,184	17,480	7.88%
Travel & Training	0	0	500	500	0	500	0	0.00%
Supplies	195,157	148,716	195,750	195,750	100,227	169,950	-25,800	-13.18%
Purchased Services	165,259	185,968	175,000	175,000	116,946	189,350	14,350	8.20%
Interdepartmental Charges	25,484	26,823	32,126	32,126	18,704	36,712	4,586	14.28%
Depreciation	377,330	383,048	384,000	384,000	255,823	387,500	3,500	0.91%
Debt	418,912	396,141	379,295	379,295	212,994	281,875	-97,420	-25.68%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	72,418	73,109	89,220	89,220	61,355	93,415	4,195	4.70%
Capital Outlay	0	0	40,000	40,000	6,023	50,000	10,000	25.00%
Capital Contra	0	0	-40,000	-40,000	0	-50,000	-10,000	25.00%
Other Financing Uses	0	177,321	600,860	600,860	1,600,860	620,457	19,597	3.26%
<b>TOTAL EXPENDITURES</b>	<b>2,099,023</b>	<b>2,287,209</b>	<b>2,821,865</b>	<b>2,821,865</b>	<b>3,024,000</b>	<b>2,764,181</b>	<b>-57,684</b>	<b>-2.04%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	2,616,626	2,773,002	2,821,365	2,821,365	1,876,410	2,753,182	-68,183	-2.42%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	7,815	5,329	500	500	13,877	11,000	10,500	2100.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>2,624,441</b>	<b>2,778,331</b>	<b>2,821,865</b>	<b>2,821,865</b>	<b>1,890,287</b>	<b>2,764,182</b>	<b>-57,683</b>	<b>-2.04%</b>
<b>TAX LEVY</b>	<b>-525,418</b>	<b>-491,122</b>	<b>0</b>	<b>0</b>	<b>1,133,713</b>	<b>-1</b>	<b>-1</b>	<b>0.00%</b>

**LASATA CROSSING-REVENUES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Enterprise Fund - 504-1

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	2,616,626	2,773,002	2,821,365	2,821,365	1,876,410	2,753,182	-68,183	-2.42%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	7,815	5,329	500	500	13,877	11,000	10,500	2100.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>2,624,441</b>	<b>2,778,331</b>	<b>2,821,865</b>	<b>2,821,865</b>	<b>1,890,287</b>	<b>2,764,182</b>	<b>-57,683</b>	<b>-2.04%</b>
<b>TAX LEVY</b>	<b>-2,624,441</b>	<b>-2,778,331</b>	<b>-2,821,865</b>	<b>-2,821,865</b>	<b>-1,890,287</b>	<b>-2,764,182</b>	<b>57,683</b>	<b>-2.04%</b>

**LASATA CROSSING-ADMINISTRATIVE**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 Enterprise Fund - 504-2

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	661,150	732,113	743,410	743,410	511,056	745,238	1,828	0.25%
Fringe Benefits	183,313	163,970	221,704	221,704	140,012	239,184	17,480	7.88%
Travel & Training	0	0	500	500	0	500	0	0.00%
Supplies	195,157	148,716	195,750	195,750	100,227	169,950	-25,800	-13.18%
Purchased Services	69,111	78,953	70,000	70,000	58,520	81,500	11,500	16.43%
Interdepartmental Charges	25,484	26,823	32,126	32,126	18,704	36,712	4,586	14.28%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	418,912	396,141	379,295	379,295	212,994	281,875	-97,420	-25.68%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	72,418	73,109	89,220	89,220	61,355	93,415	4,195	4.70%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	177,321	600,860	600,860	600,860	620,457	19,597	3.26%
<b>TOTAL EXPENDITURES</b>	<b>1,625,545</b>	<b>1,797,146</b>	<b>2,332,865</b>	<b>2,332,865</b>	<b>1,703,728</b>	<b>2,268,831</b>	<b>-64,034</b>	<b>-2.74%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>1,625,545</b>	<b>1,797,146</b>	<b>2,332,865</b>	<b>2,332,865</b>	<b>1,703,728</b>	<b>2,268,831</b>	<b>-64,034</b>	<b>-2.74%</b>

**LASATA CROSSING-OUTSIDE SERVICES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 Enterprise Fund - 504-4

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	96,148	107,014	105,000	105,000	58,426	107,850	2,850	2.71%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>96,148</b>	<b>107,014</b>	<b>105,000</b>	<b>105,000</b>	<b>58,426</b>	<b>107,850</b>	<b>2,850</b>	<b>2.71%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>96,148</b>	<b>107,014</b>	<b>105,000</b>	<b>105,000</b>	<b>58,426</b>	<b>107,850</b>	<b>2,850</b>	<b>2.71%</b>

**LASATA CROSSING-CAPITAL EXPENDITURES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Enterprise Fund - 504-5

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	377,330	383,048	384,000	384,000	255,823	387,500	3,500	0.91%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	40,000	40,000	6,023	50,000	10,000	25.00%
Capital Contra	0	0	-40,000	-40,000	0	-50,000	-10,000	25.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>377,330</b>	<b>383,048</b>	<b>384,000</b>	<b>384,000</b>	<b>261,846</b>	<b>387,500</b>	<b>3,500</b>	<b>0.91%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>377,330</b>	<b>383,048</b>	<b>384,000</b>	<b>384,000</b>	<b>261,846</b>	<b>387,500</b>	<b>3,500</b>	<b>0.91%</b>

## LASATA CROSSINGS BUDGET HIGHLIGHTS

### EXPENDITURES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
504-2-01-57530-000	Debt Interest payment	Bond Rrefinancing	-\$97,500
<b>Total Increase/-Decrease</b>			<b>-\$97,500</b>

### REVENUES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
504-1-01-43330-000	Private Pay Revenues	Fewer tenants	-\$187,000
504-1-01-43340-000	Family Care Revenues	More tenants	\$14,000
504-1-01-43470-000	Misc Revenues	More 'extra' tenants and misc charges	\$115,000
<b>Total Increase/-Decrease</b>			<b>-\$58,000</b>

### WAGE & BENEFIT CHANGES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
504-2-01-51203-000	Health Insurance	Increase in Employee plans	\$16,000
<b>Total Increase/-Decrease</b>			<b>\$16,000</b>

### LEVY REQUEST

2016 LEVY REQUEST	\$0
OVERALL \$ INCREASE/-DECREASE	\$0
OVERALL % INCREASE/-DECREASE	0.00%

2016 Net Surplus of \$620,000 to be transferred ot Lasata Care Center  
 2015 Net Surplus of \$600,000 was transferred to Lasata Care Center

## LASATA CAMPUS - LASATA CROSSINGS

### MISSION

The Lasata Senior Campus is committed to serving our residents and tenants by supporting their personal, social, spiritual, and medical choices while preserving their dignity, individuality, and independence.

### GOALS

Lasata Crossings is a licenses Residential Care Apartment Complex assisted living facility. We offer assistance and services to support tenants to live as independently and safely as possible.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Administration	n/a	Assist tenants by providing basic business office and social/activity functions and programs.
Nursing	n/a	Provide minimal to moderate assistance with routine activities of daily living.

### PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
Maintain a high census to provide optimal program revenues.	Continue a near capacity daily census.	58/day	58/day	62/day
Provide services to meet the medical and social needs of the Tenants.	Adjust service levels as needed on a monthly basis.			
Continue to admit residents as soon as possible after a discharge.	The number of admissions to discharges should be a positive ratio.			1.1

### PERSONNEL

Current Positions	Adopted 2014	Adopted 2015	Target 2016
Funded Positions (Paid Positions)	29	24.75	23.25 FTE
Funded FTE Positions	24.75	24.75	23.25 FTE

### Changes for 2016

Split 16 PCW FTE's into 15 PCW FTE's and 1 PCW Coordinator FTE.  
Combine 1.75 Cook FTE's and 1.0 Dietary Aide FTE and reduce to 2.25 Cook FTE's.

# LASATA CROSSING PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_

Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title	From: <u>Administrative Assistant</u>	To: <u>Administrative Services Coordinator</u>
Employee Group	From: <u>Las Non-Mgmt</u>	To: <u>Las Non-Mgmt</u>
Pay Grade	From: <u>103/06</u>	To: <u>104/05</u>
Hourly Rate	From: <u>\$17.83</u>	To: <u>\$18.88</u>
Annual Working Hours	From: <u>2080</u>	To: <u>2080</u>

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	\$2,184.00
Overtime	\$0.00
Social Security	\$135.41
Medicare	\$31.67
Retirement	\$148.51
Health Insurance	\$0.00
Life Insurance	\$0.00
Disability Insurance	\$0.00
<b>Subtotal Salary &amp; Benefits</b>	<b>\$2,499.59</b>
Furniture Requirements	\$0.00
Equipment Requirements	\$0.00
<b>Total Annual Expense</b>	<b>\$2,499.59</b>
Funding Amount	\$0.00
<b>Total Fiscal Impact</b>	<b>\$2,499.59</b>
Funding Source	<u>Lasata Crossings Budget</u>
<b>Cost Center(s) Expensed</b>	<u>504-2-01-51101-006</u> 100% %
<b>&amp; Allocations</b>	_____ %
	_____ %

### JUSTIFICATION

This position assists the RCAC Manager in overall management of the facility. This position assists in personnel issues, scheduling, hiring, training, etc. This position conducts tours to prospective tenants, assists in paperwork for admission, assists in coordination of admissions and discharges. This position is on-call for emergencies in the absence of the Manager. This position requires independent thinking and decision making. Based on internal comparables of the Lasata Campus this position is comparable to the Lasata Care Center Administrative Services Coordinator. Based on external comparables in other County Depts this position is justified in Pay Grade 104. This position has evolved from a secretarial type position to a professional level position.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

# LASATA CROSSING PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_  
 Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title	From: <u>Personal Care Worker(PCW)</u>	To: <u>PCW Coordinator</u>
Employee Group	From: <u>Las Non-Mgmt</u>	To: <u>Las Non-Mgmt</u>
Pay Grade	From: <u>4A-NB</u>	To: <u>4A-NB</u>
Hourly Rate	From: <u>\$17.07</u>	To: <u>\$17.07</u>
Annual Working Hours	From: <u>2080</u>	To: <u>2080</u>

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	_____	\$0.00
Overtime	_____	\$0.00
Social Security	_____	\$0.00
Medicare	_____	\$0.00
Retirement	_____	\$0.00
Health Insurance	_____	\$0.00
Life Insurance	_____	\$0.00
Disability Insurance	_____	\$0.00
<b>Subtotal Salary &amp; Benefits</b>	_____	<b>\$0.00</b>
Furniture Requirements	_____	\$0.00
Equipment Requirements	_____	\$0.00
<b>Total Annual Expense</b>	_____	<b>\$0.00</b>
Funding Amount	_____	\$0.00
<b>Total Fiscal Impact</b>	_____	<b>\$0.00</b>
Funding Source	<u>Lasata Crossings Budget</u>	
<b>Cost Center(s) Expensed</b>	<u>504-2-02-51101-020</u>	<u>100%</u> %
<b>&amp; Allocations</b>	_____	_____ %
	_____	_____ %

### JUSTIFICATION

We currently have 16 FTE's budgeted for Personal Care Workers. We are requesting to change this to 15 FTE for PCW's and 1 FTE for a PCW Coordinator. The PCW's provide direct hands-on care to the Crossing Tenants. The new position would coordinate the paperwork and other reporting required such as medical charting, documentation, medication orders, schedules, etc. This position would also act as a 'lead' person for the other PCW's and could direct them or advise them when needed. This position would ensure that supplies and equipment are available and coordinates procurement of such from management. There is no request for a Pay Grade increase this is a request to split the budgeted FTE's in the County P&P Manual.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
 Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

## LASATA CAMPUS-LASATA CROSSING 2016 - REQUESTED CAPITAL PROJECTS

### 504-01-Miscellaneous Interior Building Improvements

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Miscellaneous changes and repairs to the building to maintain operations after 10 years of use and service.

62512	Building Improvements	\$25,000	43000	User Fees	\$25,000
<b>Expense Total:</b>		<b>\$25,000</b>		<b>Revenue Total:</b>	<b>\$25,000</b>

**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

### 504-02-Miscellaneous Equipment

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Miscellaneous equipment for operations, computers, etc.

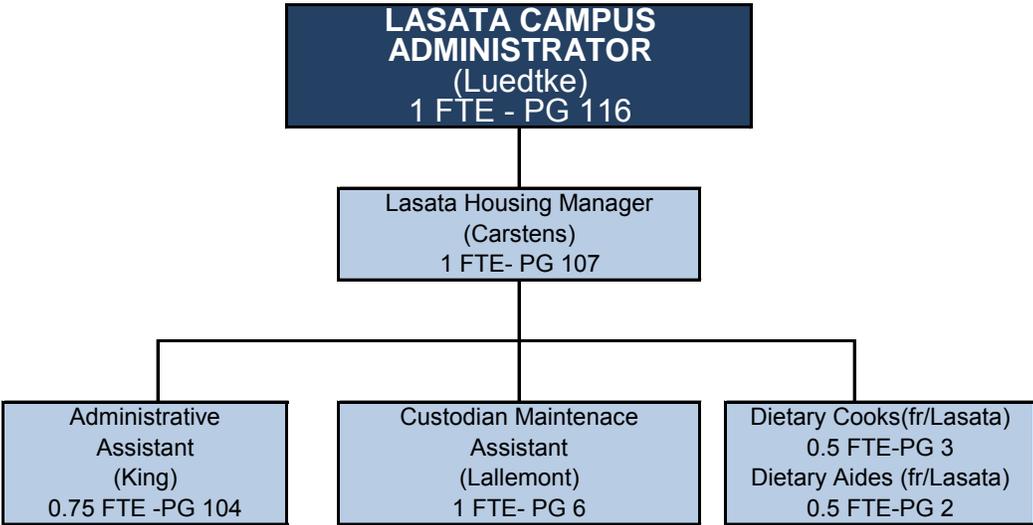
61212	Moveable Equipment	\$25,000	43000	User Fees	\$25,000
<b>Expense Total:</b>		<b>\$25,000</b>		<b>Revenue Total:</b>	<b>\$25,000</b>

**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

<b>Total Department for 2016:</b>	<b>\$50,000</b>	<b>\$50,000</b>
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**LASATA HEIGHTS  
ORGANIZATIONAL CHART**



**LASATA HEIGHTS**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
**OVERALL DEPARTMENT SUMMARY**

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	165,308	173,300	166,763	166,763	115,723	167,964	1,201	0.72%
Fringe Benefits	62,485	61,143	74,674	74,674	47,367	66,422	-8,252	-11.05%
Travel & Training	211	1,002	1,000	1,000	35	1,200	200	20.00%
Supplies	37,360	41,621	49,600	49,600	32,898	63,200	13,600	27.42%
Purchased Services	105,714	107,608	121,850	124,350	73,833	124,658	2,808	2.30%
Interdepartmental Charges	7,882	7,806	11,025	11,025	5,296	11,020	-5	-0.05%
Depreciation	141,165	160,996	140,900	140,900	119,484	191,500	50,600	35.91%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	23,084	23,201	26,301	26,301	20,827	33,601	7,300	27.76%
Capital Outlay	0	0	40,000	40,000	15,499	1,000,000	960,000	2400.00%
Capital Contra	0	0	-40,000	-40,000	0	-1,000,000	-960,000	2400.00%
Other Financing Uses	0	591,321	213,006	213,006	213,006	0	-213,006	-100.00%
<b>TOTAL EXPENDITURES</b>	<b>543,209</b>	<b>1,167,998</b>	<b>805,119</b>	<b>807,619</b>	<b>643,968</b>	<b>659,565</b>	<b>-145,554</b>	<b>-18.08%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	825,667	741,745	803,120	803,120	625,470	814,958	11,838	1.47%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	5,361	-122,487	2,000	2,000	11,889	2,000	0	0.00%
Other Financing Sources	0	414,000	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>831,028</b>	<b>1,033,258</b>	<b>805,120</b>	<b>805,120</b>	<b>637,359</b>	<b>816,958</b>	<b>11,838</b>	<b>1.47%</b>
<b>TAX LEVY</b>	<b>-287,819</b>	<b>134,740</b>	<b>-1</b>	<b>2,499</b>	<b>6,609</b>	<b>-157,393</b>	<b>-157,392</b>	<b>-100.00%</b>

**LASATA HEIGHTS-REVENUES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Enterprise Fund - 502-1

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	825,667	741,745	803,120	803,120	625,470	814,958	11,838	1.47%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	5,361	-122,487	2,000	2,000	11,889	2,000	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>831,028</b>	<b>619,258</b>	<b>805,120</b>	<b>805,120</b>	<b>637,359</b>	<b>816,958</b>	<b>11,838</b>	<b>1.47%</b>
<b>TAX LEVY</b>	<b>-831,028</b>	<b>-619,258</b>	<b>-805,120</b>	<b>-805,120</b>	<b>-637,359</b>	<b>-816,958</b>	<b>-11,838</b>	<b>1.47%</b>

**LASATA HEIGHTS-UTILITIES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Enterprise Fund - 502-4

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	0	0	0	0	0	64,230	64,230	100.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>64,230</b>	<b>64,230</b>	<b>100.00%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>64,230</b>	<b>64,230</b>	<b>100.00%</b>

**LASATA HEIGHTS-EXPENSES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 Enterprise Fund - 502-2

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	165,308	173,300	166,763	166,763	115,723	167,964	1,201	0.72%
Fringe Benefits	62,485	61,143	74,674	74,674	47,367	66,422	-8,252	-11.05%
Travel & Training	211	1,002	1,000	1,000	35	1,200	200	20.00%
Supplies	37,360	41,621	49,600	49,600	32,898	63,200	13,600	27.42%
Purchased Services	105,714	107,608	121,850	124,350	73,833	60,428	-61,422	-50.41%
Interdepartmental Charges	7,882	7,806	11,025	11,025	5,296	11,020	-5	-0.05%
Depreciation	141,165	160,996	140,900	140,900	119,484	0	-140,900	-100.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	23,084	23,201	26,301	26,301	20,827	33,601	7,300	27.76%
Capital Outlay	0	0	40,000	40,000	15,499	0	-40,000	-100.00%
Capital Contra	0	0	-40,000	-40,000	0	0	40,000	-100.00%
Other Financing Uses	0	177,321	213,006	213,006	213,006	0	-213,006	-100.00%
<b>TOTAL EXPENDITURES</b>	<b>543,209</b>	<b>753,998</b>	<b>805,119</b>	<b>807,619</b>	<b>643,968</b>	<b>403,835</b>	<b>-401,284</b>	<b>-49.84%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	414,000	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>414,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>543,209</b>	<b>339,998</b>	<b>805,119</b>	<b>807,619</b>	<b>643,968</b>	<b>403,835</b>	<b>-401,284</b>	<b>-49.84%</b>

**LASATA HEIGHTS-DEPRECIATION**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Enterprise Fund - 502-5

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	191,500	191,500	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	1,000,000	1,000,000	0.00%
Capital Contra	0	0	0	0	0	-1,000,000	-1,000,000	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>191,500</b>	<b>191,500</b>	<b>100.00%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>191,500</b>	<b>191,500</b>	<b>100.00%</b>

## LASATA HEIGHTS BUDGET HIGHLIGHTS

### EXPENDITURES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc-/Dec
		No Significant Changes	\$0
<b>Total Increase/-Decrease</b>			<b>\$0</b>

### REVENUES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc-/Dec
502-1-01-43471-000	Apartment Rentals	Higher occupancy	\$12,000
<b>Total Increase/-Decrease</b>			<b>\$12,000</b>

### WAGE & BENEFIT CHANGES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc-/Dec
		No Significant Changes	\$0
<b>Total Increase/-Decrease</b>			<b>\$0</b>

### LEVY REQUEST

2016 LEVY REQUEST	-\$157,392
OVERALL \$ INCREASE/-DECREASE	-\$157,392
OVERALL % INCREASE/-DECREASE	100.00%

2016 Net Surplus of \$220,000 to be transferred ot Lasata Care Center  
 2015 Net Surplus of \$213,000 was transferred to Lasata Care Center

## LASATA CAMPUS - LASATA HEIGHTS

### MISSION

The Lasata Senior Campus is committed to serving our residents and tenants by supporting their personal, social, spiritual, and medical choices while preserving their dignity, individuality, and independence.

### GOALS

Lasata Heights Apartments serves independent seniors over the age of 62. We provide limited services to ensure their safety and enhance their continued independence.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Administration	n/a	Assist tenants by providing basic business office needs as well as social/activity programs.

### PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
Maintain an optimal occupancy based on availability of apartments due to remodeling and facility upgrades.	Monitor and adjust census to fill as many apartments as possible but still keep a designated number open for remodeling.			87%
Provide services and programs that are satisfactory to Tenants and meets their basic needs.	Conduct a satisfaction survey among all current Tenants to gauge our success and adjust as may be needed with a goal of being rated "Very Good".	98%	98%	

### PERSONNEL

Current Positions	Adopted 2014	Adopted 2015	Target 2016
Funded Positions (Paid Positions)	3.0	2.75	2.75 FTE
Funded FTE Positions	2.75	2.75	2.75 FTE

### Changes for 2016

No changes to total FTE's

# LASATA HEIGHTS PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_  
 Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title	From: <u>Administrative Assistant</u>	To: <u>Administrative Services Coordinator</u>
Employee Group	From: <u>Las Non-Mgmt</u>	To: <u>Las Non-Mgmt</u>
Pay Grade	From: <u>103/07</u>	To: <u>104/06</u>
Hourly Rate	From: <u>\$18.29</u>	To: <u>\$19.39</u>
Annual Working Hours	From: <u>1560</u>	To: <u>1560</u>

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	\$1,716.00
Overtime	\$0.00
Social Security	\$106.39
Medicare	\$24.88
Retirement	\$116.69
Health Insurance	\$0.00
Life Insurance	\$0.00
Disability Insurance	\$0.00
<b>Subtotal Salary &amp; Benefits</b>	<b>\$1,963.96</b>
Furniture Requirements	\$0.00
Equipment Requirements	\$0.00
<b>Total Annual Expense</b>	<b>\$1,963.96</b>
Funding Amount	\$0.00
<b>Total Fiscal Impact</b>	<b>\$1,963.96</b>
Funding Source	<u>Lasata Heights Budget</u>
<b>Cost Center(s) Expensed</b>	<u>502-2-01-51101-006</u> 100% %
<b>&amp; Allocations</b>	_____ %
	_____ %

### JUSTIFICATION

This position coordinates all activity, volunteer, and social programs for the Heights apts. This position interacts with many members and organizations of the public and the community not only in writing but in personal appearances and meetings. This position fills in during the absence of the Heights Manager to provide tours, assist with admissions and discharges, collecting rent, etc. Based on internal Lasata Campus comparables this position is equal to the Care Center and Crossings Admin Services Coord position. Based on external comparables in the County I believe Pay Grade 104 is justified. This position has evolved from a Secretarial position and does require a higher level of professionalism and independence.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

## LASATA CAMPUS-LASATA HEIGHTS 2016 - REQUESTED CAPITAL PROJECTS

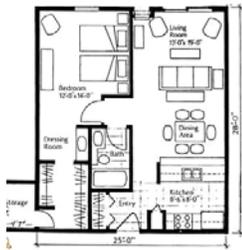
### 502-01-Apartment Building Renovations

Remodel 25 % of apartments every other year until complete starting in 2014.

62512	Building Improvements	\$950,000	43000	User Fees	\$950,000
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**Expense Total: \$950,000**

**Revenue Total: \$950,000**



**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

### 502-09-Miscellaneous Moveable & DP Equipment

Purchase and replacement of moveable and DP equipment.

61212	Moveable Equipment	\$25,000	43000	User Fees	\$25,000
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**Expense Total: \$25,000**

**Revenue Total: \$25,000**

**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

**502-10-Miscellaneous Land Improvements**

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Repair and upgrade to various buildings and grounds.

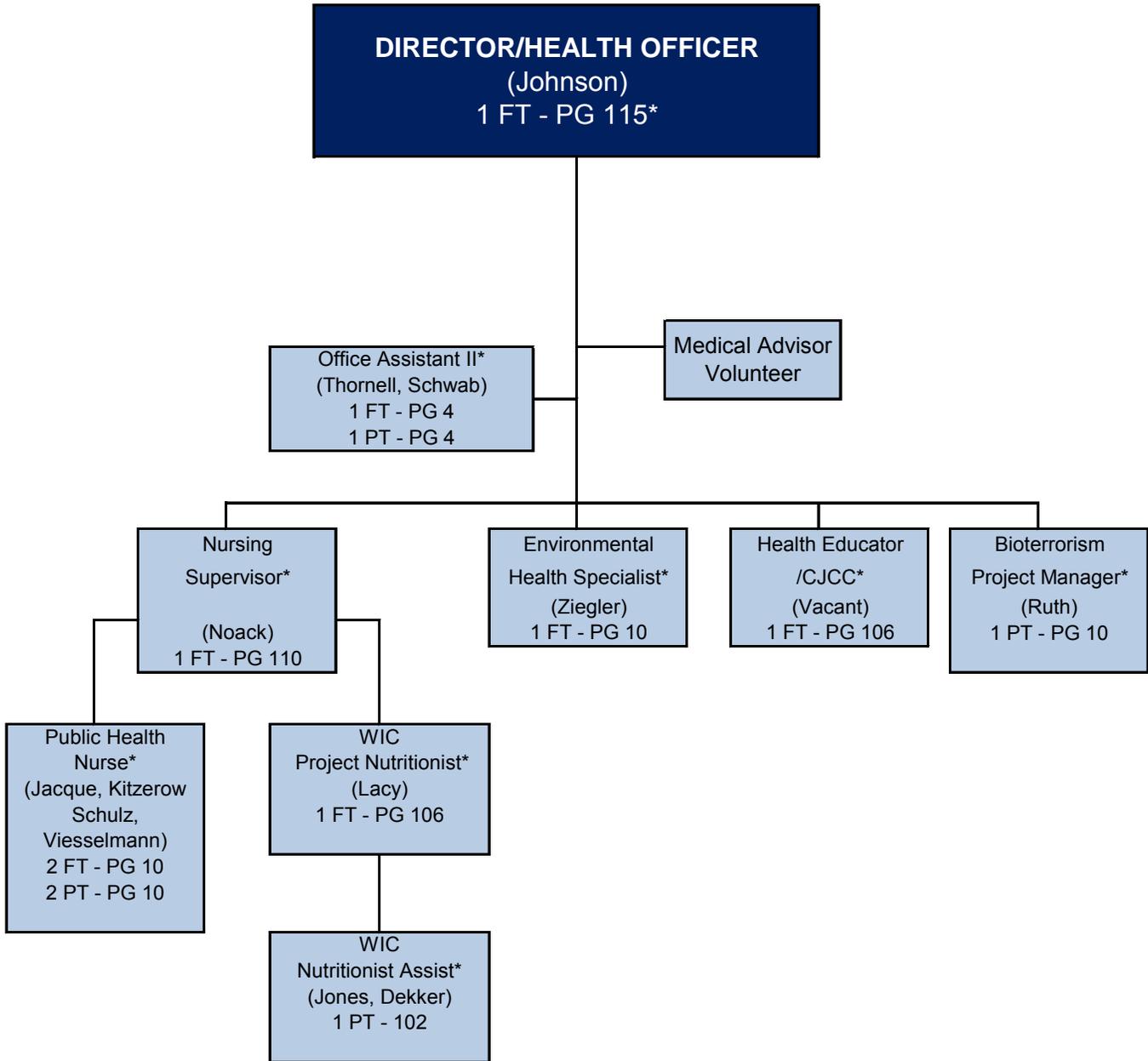
63315	Land Improvements	\$25,000	43000	User Fees	\$25,000
<b>Expense Total:</b>		<b>\$25,000</b>	<b>Revenue Total:</b>		<b>\$25,000</b>

**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

<b>Total Department for 2016:</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>
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**PUBLIC HEALTH  
ORGANIZATIONAL CHART**



\*Revenue Funded Position (partially funded)

**PUBLIC HEALTH**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
**OVERALL DEPARTMENT SUMMARY**

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	691,259	631,168	588,627	596,342	393,150	600,921	12,294	2.09%
Fringe Benefits	241,686	210,436	203,458	204,343	136,463	208,036	4,578	2.25%
Travel & Training	24,722	18,030	19,837	23,997	12,241	21,935	2,098	10.58%
Supplies	28,478	42,375	48,482	75,958	18,713	43,455	-5,027	-10.37%
Purchased Services	23,655	22,898	14,250	23,350	13,796	18,031	3,781	26.53%
Interdepartmental Charges	69,931	67,682	66,678	66,678	45,061	63,004	-3,674	-5.51%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	9,772	4,794	8,312	8,312	3,963	14,619	6,307	75.88%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	53,898	30,000	0	0	50,000	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>1,143,401</b>	<b>1,027,383</b>	<b>949,644</b>	<b>998,980</b>	<b>673,387</b>	<b>970,001</b>	<b>20,357</b>	<b>2.14%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	308,633	301,919	220,263	269,599	143,320	210,069	-10,194	-4.63%
Public Charges for Services	67,038	25,540	52,000	52,000	32,077	50,000	-2,000	-3.85%
Intergovernmental Charges	34,010	36,365	34,710	34,710	16,780	102,500	67,790	195.30%
Interdepartmental Charges	0	180	17,071	17,071	12,807	17,071	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	10,258	3,508	2,500	2,500	2,425	2,500	0	0.00%
Other Financing Sources	53,898	30,000	50,000	50,000	50,000	50,000	0	0.00%
<b>TOTAL REVENUES</b>	<b>473,837</b>	<b>397,512</b>	<b>376,544</b>	<b>425,880</b>	<b>257,409</b>	<b>432,140</b>	<b>55,596</b>	<b>14.76%</b>
<b>TAX LEVY</b>	<b>669,564</b>	<b>629,871</b>	<b>573,100</b>	<b>573,100</b>	<b>415,978</b>	<b>537,861</b>	<b>-35,239</b>	<b>-6.15%</b>

**PUBLIC HEALTH-ADMINISTRATION**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 204-1

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	311,776	274,152	276,043	276,043	187,483	281,299	5,256	1.90%
Fringe Benefits	124,148	103,510	104,753	104,753	70,521	105,469	716	0.68%
Travel & Training	6,866	6,685	7,500	7,500	2,738	7,500	0	0.00%
Supplies	3,861	4,930	5,200	5,200	2,507	4,800	-400	-7.69%
Purchased Services	5,655	5,464	7,500	7,500	6,877	12,431	4,931	65.75%
Interdepartmental Charges	26,606	26,730	27,782	27,782	18,290	23,238	-4,544	-16.36%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	5,222	2,748	2,412	2,412	2,033	2,690	278	11.53%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>484,134</b>	<b>424,219</b>	<b>431,190</b>	<b>431,190</b>	<b>290,449</b>	<b>437,427</b>	<b>6,237</b>	<b>1.45%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	22,330	19,545	22,000	22,000	14,343	20,000	-2,000	-9.09%
Intergovernmental Charges	34,010	36,365	34,710	34,710	16,780	35,000	290	0.84%
Interdepartmental Charges	0	180	17,071	17,071	12,807	17,071	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	6,622	820	0	0	0	0	0	0.00%
Other Financing Sources	50,000	30,000	50,000	50,000	50,000	50,000	0	0.00%
<b>TOTAL REVENUES</b>	<b>112,962</b>	<b>86,910</b>	<b>123,781</b>	<b>123,781</b>	<b>93,930</b>	<b>122,071</b>	<b>-1,710</b>	<b>-1.38%</b>
<b>TAX LEVY</b>	<b>371,172</b>	<b>337,309</b>	<b>307,409</b>	<b>307,409</b>	<b>196,519</b>	<b>315,356</b>	<b>7,947</b>	<b>2.59%</b>

**PUBLIC HEALTH-GRANTS**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 204-2

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	199,391	204,055	142,347	150,062	88,932	123,428	-18,919	-13.29%
Fringe Benefits	45,615	46,939	33,467	34,352	23,028	33,059	-408	-1.22%
Travel & Training	14,674	8,658	7,837	11,997	5,724	9,935	2,098	26.77%
Supplies	19,669	15,774	20,282	47,758	14,802	16,105	-4,177	-20.59%
Purchased Services	14,780	15,491	1,900	11,000	5,204	2,400	500	26.32%
Interdepartmental Charges	17,812	11,047	10,377	10,377	7,227	12,253	1,876	18.08%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	2,996	953	5,051	5,051	1,231	11,779	6,728	133.20%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>314,937</b>	<b>302,917</b>	<b>221,261</b>	<b>270,597</b>	<b>146,148</b>	<b>208,959</b>	<b>-12,302</b>	<b>-5.56%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	308,633	301,919	220,263	269,599	143,320	210,069	-10,194	-4.63%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	1,000	1,000	1,000	1,000	1,000	1,000	0	0.00%
Other Financing Sources	3,898	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>313,531</b>	<b>302,919</b>	<b>221,263</b>	<b>270,599</b>	<b>144,320</b>	<b>211,069</b>	<b>-10,194</b>	<b>-4.61%</b>
<b>TAX LEVY</b>	<b>1,406</b>	<b>-2</b>	<b>-2</b>	<b>-2</b>	<b>1,828</b>	<b>-2,110</b>	<b>-2,108</b>	<b>100.00%</b>

**PUBLIC HEALTH-COMMUNICABLE DISEASES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 204-4

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	180,092	152,961	170,236	170,236	116,734	196,195	25,959	15.25%
Fringe Benefits	71,923	59,988	65,238	65,238	42,914	69,508	4,270	6.55%
Travel & Training	3,181	2,687	4,500	4,500	3,779	4,500	0	0.00%
Supplies	4,948	21,672	23,000	23,000	1,405	22,550	-450	-1.96%
Purchased Services	3,220	1,943	4,850	4,850	1,716	3,200	-1,650	-34.02%
Interdepartmental Charges	25,513	29,905	28,520	28,520	19,544	27,514	-1,006	-3.53%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	1,554	1,093	849	849	699	150	-699	-82.33%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>290,431</b>	<b>270,249</b>	<b>297,193</b>	<b>297,193</b>	<b>186,791</b>	<b>323,617</b>	<b>26,424</b>	<b>8.89%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	44,708	5,995	30,000	30,000	17,734	30,000	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	2,635	1,688	1,500	1,500	1,425	1,500	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>47,343</b>	<b>7,683</b>	<b>31,500</b>	<b>31,500</b>	<b>19,159</b>	<b>31,500</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>243,088</b>	<b>262,566</b>	<b>265,693</b>	<b>265,693</b>	<b>167,632</b>	<b>292,117</b>	<b>26,424</b>	<b>9.95%</b>

**PUBLIC HEALTH-WASHINGTON COUNTY PH DIRECTOR**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 204-5

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	67,500	67,500	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>67,500</b>	<b>67,500</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-67,500</b>	<b>-67,500</b>	<b>0.00%</b>

**CRIMINAL JUSTICE COLLABORATING COUNCIL**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 217

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	207	16,161	16,161	11,568	19,333	3,172	19.63%
Fringe Benefits	0	30	5,835	5,835	3,680	6,169	334	5.72%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	260	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	1,665	0	4	4	0	0	-4	-100.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	22,000	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>1,925</b>	<b>237</b>	<b>22,000</b>	<b>22,000</b>	<b>37,248</b>	<b>25,502</b>	<b>3,502</b>	<b>15.92%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	135	0	0	0	0	0	0	0.00%
Other Financing Sources	0	1,610	22,000	22,000	22,000	0	-22,000	-100.00%
<b>TOTAL REVENUES</b>	<b>135</b>	<b>1,610</b>	<b>22,000</b>	<b>22,000</b>	<b>22,000</b>	<b>0</b>	<b>-22,000</b>	<b>-100.00%</b>
<b>TAX LEVY</b>	<b>1,790</b>	<b>-1,373</b>	<b>0</b>	<b>0</b>	<b>15,248</b>	<b>25,502</b>	<b>25,502</b>	<b>100.00%</b>

## PUBLIC HEALTH BUDGET HIGHLIGHTS

### EXPENDITURES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
204.1.01.54572.000	TN Well Testing	Lab fees	\$2,100
<b>Total Increase/-Decrease</b>			<b>\$2,100</b>

### REVENUES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
204.2.01.42335.000	State Aid - WI Well Woman	Elimination of Grant	-\$6,489
204.2.09.42119.000	Fed Aid - WIC	Enrollment	-\$3,948
204.5.01.44401.000	Washington County-PH Director	Washington County's Portion of Director Salary/Benefits	\$67,500
204.1.01.71200.000	Fund Balance	Fund Balance Transfer	-\$50,000
<b>Total Increase/-Decrease</b>			<b>\$7,063</b>

### WAGE & BENEFIT CHANGES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
Department Wide	Salaries/Benefit		\$37,986
<b>Total Increase/-Decrease</b>			<b>\$37,986</b>

### LEVY REQUEST

2016 LEVY REQUEST	\$537,861
OVERALL \$ INCREASE/-DECREASE	-\$35,239
OVERALL % INCREASE/-DECREASE	-6.15%

# PUBLIC HEALTH

## MISSION

Improve the health of all Ozaukee County residents.

## GOALS

In order to improve the health of our residents, Ozaukee County Public Health Department will: Assure quality and accessible health services; Promote healthy lifestyles; Empower residents to make healthy decisions; Educate and inform the community about existing and emerging public health needs; Advocate for policies that improve health; Ensure and maintain our expertise; Assess community health status and community resources; Partner with community organizations; Use evidence and public health best practices; Enforce laws and regulations that protect health and ensure safety; Assist in response to and prevention of disease and disasters.

## PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Administration: Maternal Child Health (MCH) Home assessments**(LI)	HFS 140.04(a)3,4,14 0.05, Ch.251.05(2)(a)	Service offered to new mothers and babies for the purpose of identifying potential risks, evaluating emotional health, continuing educational needs, providing reassurance and referring to appropriate community resources.
Health Check***		Health Check is a comprehensive and preventive healthcare program for children under the age of 21.
Targeted Case Management***		Assists income eligible clients with access to needed medical, social, educational and other services.
Prenatal Care Coordination***		Provides income eligible women with support and access to services to improve birth outcomes.
Children with Special Needs**		Offers families with youth and children between the ages of 0-21 with special health needs support by coordinating care and assisting in access to appropriate community resources.
Medicaid Express Eligibility		Allows eligible clients to enroll in Medicaid for immediate access to affordable health care.
Community Health Assessment/(LI) Health Promotion •Assessment of community needs •Community health improvement plan	HFS140.04(1)(a) 1&2, Ch.251.05(3)(a), Ch.251.06(6)(a) Ch. 252.05(2)(a)	Comprehensive needs assessment that identifies community health concerns, prevalence of concerns, effective interventions and community capacity to address issues. Broad based community collaborative effort.
Chronic Disease and Injury Prevention (LI)	140.04;140.04(a) )c (d);140.04(a)(1); 251.05(2)(a);255 .06	Chronic disease and injury are the leading causes of death in the US. This program aims to reduce morbidity and mortality through evidence-based interventions.
Adult Health Screenings*		Provides preventive health screenings to clients.
Transient Non-Community Well	County Ordinance Chapter 9	Evaluate community wells for bacteria and nitrate levels to ensure water is safe for public consumption.
WI Well Women program**(LI)	140.04;140.04(a) )c(d);140.04(a)(1 );251.05(2)(a);25 5.06	Provides case management and breast and cervical cancer screening to women who are income eligible.
Lead**(LI)		Provide lead hazard abatement to eligible home owners. Also provide lead level screening to children.
Tobacco Control**		In collaboration with the Tobacco Free Suburban Milwaukee and Ozaukee Counties, provide access to tobacco cessation programs.
Fall Prevention**		Provide falls prevention program to individuals who are identified as having a high-risk of falling.
Radon**		Radon test kits are made available to Ozaukee residents for free or reduced cost. Also provide assistance of analysis of results and mitigation referrals.
Bioterrorism Preparedness**(L)		Collaborative effort with community partners to ensure Ozaukee County is able to respond effectively and efficiently to public

## PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Beach Monitoring**(LI)		health emergencies, lessen the negative impact of the emergency and save lives. Public beach water is monitored over the summer months to determine beach and water safety.
Immunizations (state supplied)* (LI)		Immunizations are administered to Ozaukee County residents to reduce and eliminate vaccine preventable disease.
Women Infant Children (WIC)**(LI)		WIC provides supplemental nutrition and breastfeeding information as well as nutritious foods to income eligible women and their children up to the age of 5.
Maternal Child Health (MCH)**(LI)		Pregnant women, new moms/dads residing in Ozaukee County are provided education and training on a variety of parenting issues. Infants/children are also assessed for age specified growth and development markers.
Communicable Disease: Communicable Disease Control (LI) •Surveillance •Disease investigation •Disease Control		Protects Ozaukee County residents and non-residents from the exposure and spread of communicable or infectious disease.
Human Health Hazards (LI)		Provide services that protect Ozaukee County residents from potential human health hazards.
Adult Flu Vaccines		Provide flu vaccines to adults to prevent seasonal influenza outbreaks.
Other Adult Vaccines		Provide immunizations to protect residents from vaccine preventable disease.
Community Coalition		County wide coalition to sustain and improve the health of county residents through education, early intervention, changing social norms and creating policy.
Health Education		Provide a variety of health promotion and wellness programs to the community.

## PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
<b>Maternal and Child Health</b> Provide Prenatal Care Coordination to eligible pregnant women.	Assure 100% of eligible pregnant WIC clients are offered PNCC program services	63	60	65
<b>Communicable Disease</b> Provide disease investigation.	Investigate 100% of reportable communicable diseases	371	350	350
<b>Immunization Program</b> Assure Ozaukee County school age children are compliant with WI State Immunization law.	Percent of school age children in Ozaukee County compliant with WI State Immunization law	99%	99%	99%
<b>WIC Program</b> Encourage WIC mothers to breastfeed.	Percent of WIC mothers who initiate breastfeeding post-delivery	79%	79%	80%
<b>Environmental Health</b> Provide environmental health services to Ozaukee residents.	Respond to 100% of environmental health inquiries	250	250	300
<b>Emergency Preparedness</b> Ensure effective response to public health emergencies.	Ensure Operational Readiness Review Plan rates above Early Planning Stage.	42 Advance 2 Est. 2 Int.	42 Advance 2 Est. 2 Int.	42 Advance 2 Est. 2 Int.
<b>Prevention/Health Education</b> Provide leadership to INVEST community health coalition and the Ozaukee Heroin Task Force.	Number of active community partners in INVEST and the Heroin Task Force	80	80	100

**PERSONNEL**

<b>Current Positions</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Funded Positions (Paid Positions)	17	15	15
Funded FTE Positions	12.57	11.5	11.0

**Changes for 2016**

Public Health Director upgrade from pay grade 113 to pay grade 115.  
Public Health Educator upgrade from pay grade 104 to pay grade 106.  
Project Nutritionist upgrade from pay grade 105 to pay grade 106.

# PUBLIC HEALTH PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_

Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title **Public Health Nurse, Bio Terrorism Project M**

Employee Group \_\_\_\_\_

Pay Grade **various**

Annual Working Hours **1950**

### POSITION REQUEST - CHANGE

Position Title From: \_\_\_\_\_ To: \_\_\_\_\_

Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_

Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_

Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_

Annual Working Hours From: 1170 To: 1248

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	\$6,960.21
Overtime	\$0.00
Social Security	\$431.53
Medicare	\$100.92
Retirement	\$459.37
Health Insurance	\$0.00
Life Insurance	\$0.00
Disability Insurance	\$0.00
<b>Subtotal Salary &amp; Benefits</b>	<b>\$7,952.03</b>
Furniture Requirements	\$0.00
Equipment Requirements	\$0.00
<b>Total Annual Expense</b>	<b>\$7,952.03</b>
Funding Amount	\$0.00
<b>Total Fiscal Impact</b>	<b>\$7,952.03</b>
Funding Source	_____
<b>Cost Center(s) Expended</b>	_____ %
<b>&amp; Allocations</b>	_____ %
204-1-01	_____ %
204-2-08	_____ %
204-2-04	_____ %
	_____ %

### JUSTIFICATION

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

Denied by: \_\_\_\_\_

Date: \_\_\_\_\_

# PUBLIC HEALTH PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_

Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title **WIC Nutrition Assistant**  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title From: \_\_\_\_\_ To: \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_  
 Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_  
 Annual Working Hours From: 1248 To: 100

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	-\$18,685.22	
Overtime	\$0.00	
Social Security	-\$1,158.48	
Medicare	-\$270.94	
Retirement	-\$1,233.22	
Health Insurance	\$0.00	
Life Insurance	\$0.00	
Disability Insurance	\$0.00	
<b>Subtotal Salary &amp; Benefits</b>	<b>-\$21,347.86</b>	
Furniture Requirements	\$0.00	
Equipment Requirements	\$0.00	
<b>Total Annual Expense</b>	<b>-\$21,347.86</b>	
Funding Amount	\$0.00	
<b>Total Fiscal Impact</b>	<b>-\$21,347.86</b>	
Funding Source		
<b>Cost Center(s) Expensed</b>	204-2-09	100% %
<b>&amp; Allocations</b>	_____	_____ %
	_____	_____ %
	_____	_____ %
	_____	_____ %

### JUSTIFICATION

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

# PUBLIC HEALTH PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_

Effective Date \_\_\_\_\_

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title From: WIC Nutritionist \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_  
 Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_  
 Annual Working Hours From: 300 To: 100

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	-\$3,883.73
Overtime	\$0.00
Social Security	-\$240.79
Medicare	-\$56.31
Retirement	-\$256.33
Health Insurance	\$0.00
Life Insurance	\$0.00
Disability Insurance	\$0.00
<b>Subtotal Salary &amp; Benefits</b>	<b>-\$4,437.16</b>
Furniture Requirements	\$0.00
Equipment Requirements	\$0.00
<b>Total Annual Expense</b>	<b>-\$4,437.16</b>
Funding Amount	\$0.00
<b>Total Fiscal Impact</b>	<b>-\$4,437.16</b>
Funding Source	_____
<b>Cost Center(s) Expensed</b>	<u>204-2-09</u> _____ 100% %
<b>&amp; Allocations</b>	_____ %
	_____ %
	_____ %
	_____ %
	_____ %

### JUSTIFICATION

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

# PUBLIC HEALTH PERSONNEL CHANGE REQUEST

Employee Name *(change only)* Vacant  
 Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title WIC Nutrition Assistant  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title From: \_\_\_\_\_ To: \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_  
 Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_  
 Annual Working Hours From: 1248 To: 0

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	-\$21,116.16	
Overtime	\$0.00	
Social Security	-\$1,309.20	
Medicare	-\$306.18	
Retirement	-\$1,393.67	
Health Insurance	\$0.00	
Life Insurance	\$0.00	
Disability Insurance		
<b>Subtotal Salary &amp; Benefits</b>	<b>-\$24,125.21</b>	
Furniture Requirements	\$0.00	
Equipment Requirements	\$0.00	
<b>Total Annual Expense</b>	<b>-\$24,125.21</b>	
Funding Amount	\$0.00	
<b>Total Fiscal Impact</b>	<b>-\$24,125.21</b>	
Funding Source		
<b>Cost Center(s) Expensed</b>	<u>204-2-09</u>	<u>100%</u> %
<b>&amp; Allocations</b>	_____	_____ %
	_____	_____ %
	_____	_____ %
	_____	_____ %

### JUSTIFICATION

Eliminate position.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

# PUBLIC HEALTH PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_  
 Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title **Public Health Nurse, Office Assistant, Environme**  
 Employee Group \_\_\_\_\_  
 Pay Grade **various**  
 Annual Working Hours **1950**

### POSITION REQUEST - CHANGE

Position Title From: \_\_\_\_\_ To: \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_  
 Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_  
 Annual Working Hours From: 1950 To: 2080

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	\$13,630.25	
Overtime	\$0.00	
Social Security	\$845.08	
Medicare	\$197.64	
Retirement	\$899.60	
Health Insurance	\$0.00	
Life Insurance	\$0.00	
Disability Insurance	\$55.92	
<b>Subtotal Salary &amp; Benefits</b>	<b>\$15,628.49</b>	
Furniture Requirements	\$0.00	
Equipment Requirements	\$0.00	
<b>Total Annual Expense</b>	<b>\$15,628.49</b>	
Funding Amount	\$0.00	
<b>Total Fiscal Impact</b>	<b>\$15,628.49</b>	
Funding Source		
<b>Cost Center(s) Expended</b>		%
<b>&amp; Allocations</b>		%
204-1-01		%
204-2-08		%
204-2-04		%
		%

### JUSTIFICATION

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

Denied by: \_\_\_\_\_

Date: \_\_\_\_\_

# PUBLIC HEALTH PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_

Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title From: WIC Director/Nurse Supervisor Nurse Supervisor  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_  
 Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_  
 Annual Working Hours From: \_\_\_\_\_ To: \_\_\_\_\_

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	\$0.00
Overtime	\$0.00
Social Security	\$0.00
Medicare	\$0.00
Retirement	\$0.00
Health Insurance	\$0.00
Life Insurance	\$0.00
Disability Insurance	\$0.00
<b>Subtotal Salary &amp; Benefits</b>	<b>\$0.00</b>
Furniture Requirements	\$0.00
Equipment Requirements	\$0.00
<b>Total Annual Expense</b>	<b>\$0.00</b>
Funding Amount	\$0.00
<b>Total Fiscal Impact</b>	<b>\$0.00</b>
Funding Source	_____
<b>Cost Center(s) Expensed</b>	_____ %
<b>&amp; Allocations</b>	_____ %
	_____ %
	_____ %
	_____ %

### JUSTIFICATION

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

# PUBLIC HEALTH PERSONNEL CHANGE REQUEST

Employee Name *(change only)* Vacant  
 Effective Date January 1, 2016

## POSITION REQUEST - NEW

Position Title Public Health Educator  
 Employee Group \_\_\_\_\_  
 Pay Grade 104  
 Annual Working Hours 2080

## POSITION REQUEST - CHANGE

Position Title From: \_\_\_\_\_ To: \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: 104 To: 106 Paygrade Step 5  
 Hourly Rate From: \$21.64 To: \$22.67  
 Annual Working Hours From: \_\_\_\_\_ To: \_\_\_\_\_

## BUDGET/FISCAL IMPACT

Regular Salary & Wages	\$1,066.73	
Overtime	\$0.00	
Social Security	\$66.14	
Medicare	\$15.47	
Retirement	\$70.40	
Health Insurance	\$0.00	
Life Insurance	\$1.92	
Disability Insurance	\$4.32	
<b>Subtotal Salary &amp; Benefits</b>	<b>\$1,224.98</b>	
Furniture Requirements	\$0.00	
Equipment Requirements	\$0.00	
<b>Total Annual Expense</b>	<b>\$1,224.98</b>	
Funding Amount	\$0.00	
<b>Total Fiscal Impact</b>	<b>\$1,224.98</b>	
Funding Source		
<b>Cost Center(s) Expensed</b>	204-1-01	9% %
<b>&amp; Allocations</b>	204-4-01	50% %
	217-1-01	41% %
	_____	% %
	_____	% %

## JUSTIFICATION

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

# PUBLIC HEALTH PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_  
 Effective Date January 1, 2016

**POSITION REQUEST - NEW**

Position Title **Public Health Director**  
 Employee Group \_\_\_\_\_  
 Pay Grade **113**  
 Annual Working Hours **2080**

**POSITION REQUEST - CHANGE**

Position Title From: \_\_\_\_\_ To: \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: 113 To: 115 Step 7  
 Hourly Rate From: \$44.74 To: \$48.01  
 Annual Working Hours From: \_\_\_\_\_ To: \_\_\_\_\_

**BUDGET/FISCAL IMPACT**

Regular Salary & Wages	\$5,771.62	
Overtime	\$0.00	
Social Security	\$351.84	
Medicare	\$83.69	
Retirement	\$380.93	
Health Insurance	\$0.00	
Life Insurance	\$9.60	
Disability Insurance	\$23.64	
<b>Subtotal Salary &amp; Benefits</b>	<b>\$6,621.32</b>	
Furniture Requirements	\$0.00	
Equipment Requirements	\$0.00	
<b>Total Annual Expense</b>	<b>\$6,621.32</b>	
Funding Amount	\$0.00	
<b>Total Fiscal Impact</b>	<b>\$6,621.32</b>	
Funding Source		
<b>Cost Center(s) Expensed</b>	204-1-01	50% %
<b>&amp; Allocations</b>	204-4-01	50% %
	_____	%
	_____	%
	_____	%

**JUSTIFICATION**

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

# PUBLIC HEALTH PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_  
 Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title **Project Nutritionist**  
 Employee Group \_\_\_\_\_  
 Pay Grade **105**  
 Annual Working Hours **2080**

### POSITION REQUEST - CHANGE

Position Title From: \_\_\_\_\_ To: \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: 105 To: 106 Step 2  
 Hourly Rate From: \$19.13 To: \$20.86  
 Annual Working Hours From: \_\_\_\_\_ To: \_\_\_\_\_

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	\$3,072.88
Overtime	\$0.00
Social Security	\$190.52
Medicare	\$44.56
Retirement	\$202.81
Health Insurance	\$0.00
Life Insurance	\$5.76
Disability Insurance	\$12.60
<b>Subtotal Salary &amp; Benefits</b>	<b>\$3,529.13</b>
Furniture Requirements	\$0.00
Equipment Requirements	\$0.00
<b>Total Annual Expense</b>	<b>\$3,529.13</b>
Funding Amount	\$0.00
<b>Total Fiscal Impact</b>	<b>\$3,529.13</b>
Funding Source	_____
<b>Cost Center(s) Expensed</b>	204-1-01 _____ 40% %
<b>&amp; Allocations</b>	204-2-09 _____ 60% %
	_____ %
	_____ %
	_____ %

### JUSTIFICATION

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

# PUBLIC HEALTH PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_

Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title **Office Assisstant** \_\_\_\_\_

Employee Group \_\_\_\_\_

Pay Grade \_\_\_\_\_

Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title From: \_\_\_\_\_ To: \_\_\_\_\_

Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_

Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_

Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_

Annual Working Hours From: 975 To: 1040

### BUDGET/FISCAL IMPACT

Regular Salary & Wages \_\_\_\_\_ \$1,014.95

Overtime \_\_\_\_\_ \$0.00

Social Security \_\_\_\_\_ \$62.93

Medicare \_\_\_\_\_ \$14.72

Retirement \_\_\_\_\_ \$66.99

Health Insurance \_\_\_\_\_ \$0.00

Life Insurance \_\_\_\_\_ \$0.00

Disability Insurance \_\_\_\_\_ \$0.00

**Subtotal Salary & Benefits** \_\_\_\_\_ **\$1,159.59**

Furniture Requirements \_\_\_\_\_ \$0.00

Equipment Requirements \_\_\_\_\_ \$0.00

**Total Annual Expense** \_\_\_\_\_ **\$1,159.59**

Funding Amount \_\_\_\_\_ \$0.00

**Total Fiscal Impact** \_\_\_\_\_ **\$1,159.59**

Funding Source \_\_\_\_\_

**Cost Center(s) Expensed** 204-1-01 \_\_\_\_\_ 50% %

**& Allocations** 204-4-01 \_\_\_\_\_ 50% %

\_\_\_\_\_ %

\_\_\_\_\_ %

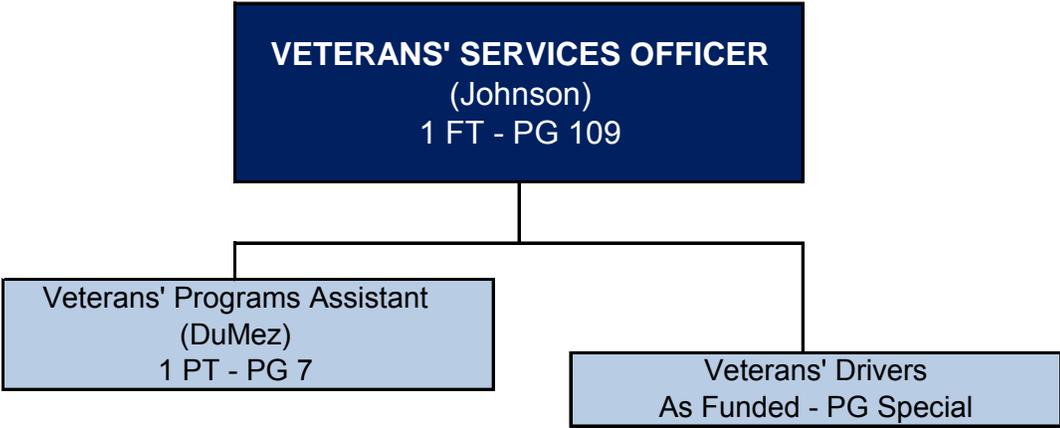
\_\_\_\_\_ %

### JUSTIFICATION

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

**VETERANS' SERVICES**  
ORGANIZATIONAL CHART



**VETERANS' SERVICES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 114

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	90,215	92,088	97,976	97,976	63,453	100,685	2,709	2.76%
Fringe Benefits	20,411	31,297	32,666	32,666	21,438	33,447	781	2.39%
Travel & Training	12,841	12,416	15,750	15,750	8,400	15,750	0	0.00%
Supplies	468	575	600	600	210	600	0	0.00%
Purchased Services	1,814	3,665	5,450	5,450	1,138	5,450	0	0.00%
Interdepartmental Charges	7,525	7,645	7,080	7,080	4,928	7,375	295	4.17%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	1,435	6,164	2,000	2,286	1,525	5,000	3,000	150.00%
Other Expenses	7,615	4,095	7,000	7,000	5,631	7,000	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>142,324</b>	<b>157,945</b>	<b>168,522</b>	<b>168,808</b>	<b>106,723</b>	<b>175,307</b>	<b>6,785</b>	<b>4.03%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	19,205	19,344	19,000	19,000	18,000	19,000	0	0.00%
Public Charges for Services	880	2,190	0	0	1,095	1,350	1,350	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	66	52	50	50	34	50	0	0.00%
Other Revenues	1,120	30	1,350	1,350	1,648	0	-1,350	-100.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>21,271</b>	<b>21,616</b>	<b>20,400</b>	<b>20,400</b>	<b>20,777</b>	<b>20,400</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>121,053</b>	<b>136,329</b>	<b>148,122</b>	<b>148,408</b>	<b>85,946</b>	<b>154,907</b>	<b>6,785</b>	<b>4.58%</b>



## VETERANS' SERVICES

### MISSION

The County Veterans Service Office (CVSO) exists to assist, advocate for, and support the military veterans of Ozaukee County, and their families. We are the primary point of contact for individuals seeking assistance with local, state and federal benefits. We help veterans and their families learn about and obtain benefits to which their service entitles them.

### GOALS

To provide our county's veterans and their families with timely and accurate information about local state and federal benefits; and to assist them in obtaining benefits to which they may be entitled.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Advocacy for Veterans*	45.80c(5)	As the primary point of contact for our county's veteran population, it is incumbent upon the CVSO to advocate for our veterans at both the State and Federal level. This is accomplished through monitoring legislative proposals and contacting our elected officials to inform them regarding the impact on our veteran community.
Claims Assistance*	45.80c(5)	This is probably the most visible function of the CVSO. Through interviews with veterans, we determine the programs and benefits for which they may be eligible. We counsel veterans regarding various programs and benefits, assist them in completing requisite applications and through the appeals process if necessary.
CVSO Training*	45.82	It is essential that the Service Officer remain current regarding program changes that occur throughout the year. It is also a requirement for maintaining accreditation with the Wisconsin Department of Veterans Affairs (WDVA), National CVSO Association (NACVSO) and the U.S. Department of Veterans Affairs.
Graves Registration/ Gravesite Maintenance & Burial Registration	45.62 & 45.85	This consists primarily of decorating the graves of our deceased Veterans prior to Memorial Day. The CVSO places flag holders and flags at the graves of our county's departed veterans. Part of this program entails registering the burial location of every deceased Ozaukee County veteran with the WDVA.
Veterans Information & Outreach*	45.80	By maintaining contacts with the various Veterans Service Organizations throughout the county, the CVSO is able to disseminate information to the veterans' community regarding programs that their membership might want to pursue. The CVSO also publishes a periodic newsletter to keep veterans informed. The newsletter is published on the County Website.
Veterans Relief	45.81 & 45.86	The CVSO provides emergency financial relief to the veterans of our county. If and when a veteran is not eligible for assistance from any other local, state or federal agency, and there exists an urgent need for assistance, the Veterans Service Commission can provide limited financial assistance to help them through a crisis. These funds are distributed as no-interest loans which are reviewed periodically for conversion to outright grants where appropriate.
Veterans Transport		The CVSO provides transport to/from medical appointments at the VA Medical Center or clinic. Veterans are charged a nominal fee per trip for this service. Cases of veterans unable to pay are reviewed by the Veterans Service Commission for potential waiver of the fee. The CVSO also receives a small grant from Wisconsin Department of Veterans Affairs (WDVA) to help defray the cost of this program.

## PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
Veterans Advocacy		4	4	4
Claims Assistance*	Number of claims prepared and submitted in compliance with requirements and deadlines established in Title 38, CFR or applicable state stats and admin code	150	150	150 /150
Forms Prepared		300	300	400
CVSO Training*		6	6	6
Graves Registration	% registered within 5 business days after notification of veteran death	120	100% /120	100% /140
Flag Holders		100	100	140
Grave Maintenance Flags	% placed prior to Memorial day	3,800	100%/3,949	100% /4,200
Outreach		4	4	4
Veterans Relief		4	4	10
Veterans Transported	% assigned driver within 48 hrs. of appointment notification	238	200	100% /200
Benefits Received		\$42,389,428	\$40,353,386	\$42,000,000
CVSO Training / Accredited.		WDVA,AL	WDVA, AL	WDVA, AL, VFW
Veterans Transport Miles Driven		17,086	20,000	20,000
Cost to Return Ratio		1:249	1:239	

## PERSONNEL

Current Positions	Adopted 2014	Adopted 2015	Target 2016
Funded Positions (Paid Positions)	9	10	10
Funded FTE Positions	2.10	2.13	2.13
<b>Changes for 2016</b>			
None			

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# NATURAL RESOURCES



## NATURAL RESOURCES COMMITTEE

JENNIFER ROTHSTEIN, CHAIRPERSON  
DONALD DOHRWARDT, VICE CHAIRPERSON  
BARBARA JOBS  
RICHARD BAUZENBERGER  
THOMAS GRABOW

Andy Holschbach	Land & Water Management Director	Administration Center	262-284-8270
Andrew Struck	Planning & Parks Director	Administration Center	262-284-8257
Kate Pawasarat	University Extension Department Head	Administration Center	262-284-8288
Ron Voigt	Register of Deeds	Administration Center	262-284-8260

**ADMINISTRATION CENTER**  
121 W. Main St  
Port Washington, WI 53074  
(262) 284-9411

**JUSTICE CENTER**  
1201 S. Spring St.  
Port Washington, WI 53074  
(262) 284-9411

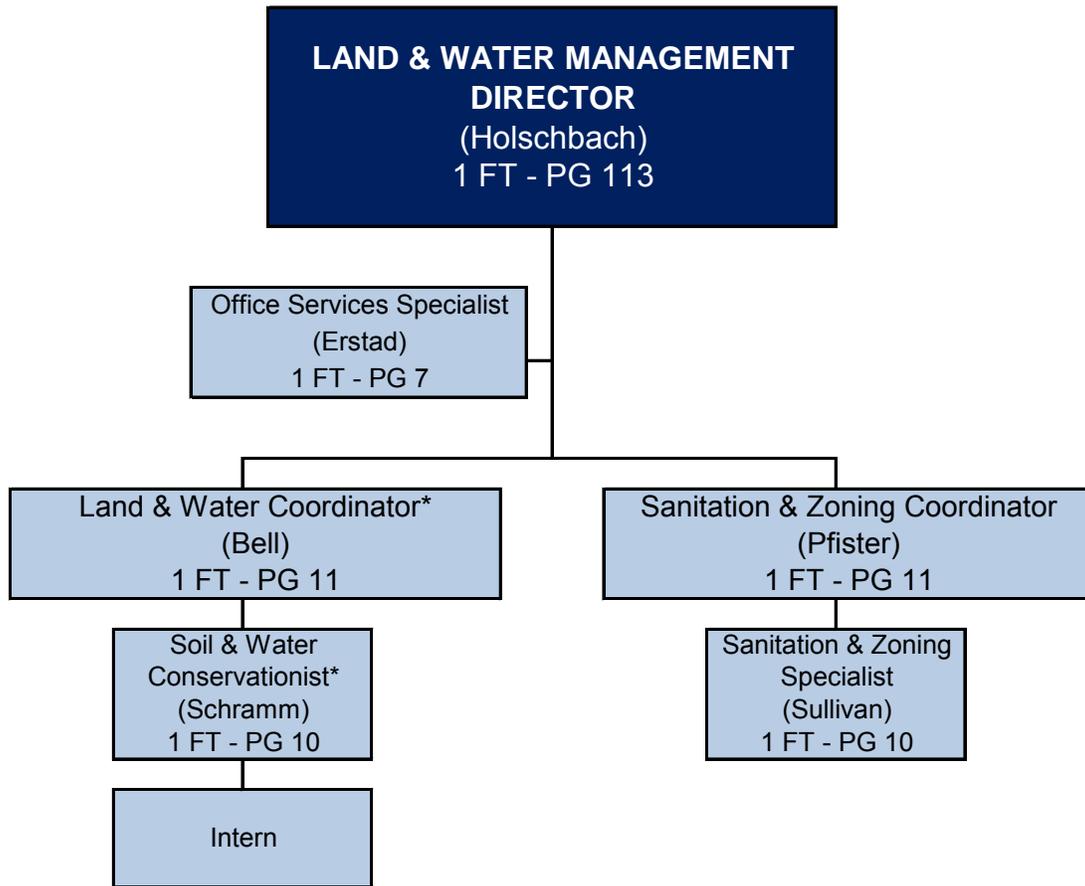
**HIGHWAY DEPARTMENT**  
410 S. Spring St.  
Port Washington, WI 53074  
(262) 284-8331

**TRANSIT CENTER**  
410 S. Spring St.  
Port Washington, WI 53074  
(262)284-8108

**LASATA CARE CENTER**  
W76N677 Wauwatosa Rd  
Cedarburg, WI 53012  
(262) 377-5060

<http://www.co.ozaukee.wi.us>

**LAND & WATER MANAGEMENT  
ORGANIZATIONAL CHART**



\* Revenue Funded Positions (partially funded)

**LAND AND WATER MANAGEMENT**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
**OVERALL DEPARTMENT SUMMARY**

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	383,734	394,016	397,085	397,085	271,669	402,716	5,631	1.42%
Fringe Benefits	140,327	140,076	146,267	146,267	95,652	145,535	-732	-0.50%
Travel & Training	9,221	6,502	9,875	9,875	3,365	10,075	200	2.03%
Supplies	11,373	5,505	9,575	15,075	3,922	13,125	3,550	37.08%
Purchased Services	15,659	14,690	9,125	223,298	118,361	8,848	-277	-3.04%
Interdepartmental Charges	36,869	29,196	33,393	33,393	19,949	35,207	1,814	5.43%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	115,054	123,567	108,250	155,543	26,929	142,000	33,750	31.18%
Other Expenses	26,643	42,798	35,973	35,973	25,592	36,441	468	1.30%
Capital Outlay	19,689	0	0	93,500	93,500	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>758,569</b>	<b>756,350</b>	<b>749,543</b>	<b>1,110,009</b>	<b>658,939</b>	<b>793,947</b>	<b>44,404</b>	<b>5.92%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	297,673	297,063	288,291	619,957	96,263	302,784	14,493	5.03%
Public Charges for Services	61,412	60,638	77,575	77,575	46,333	83,860	6,285	8.10%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	93,557	82,358	89,675	89,675	60,952	110,350	20,675	23.06%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	1,762	34,000	15,575	15,575	75	11,075	-4,500	-28.89%
Other Financing Sources	50,831	0	0	28,800	23,850	5,000	5,000	0.00%
<b>TOTAL REVENUES</b>	<b>505,235</b>	<b>474,059</b>	<b>471,116</b>	<b>831,582</b>	<b>227,473</b>	<b>513,069</b>	<b>41,953</b>	<b>8.91%</b>
<b>TAX LEVY</b>	<b>253,334</b>	<b>282,291</b>	<b>278,427</b>	<b>278,427</b>	<b>431,466</b>	<b>280,878</b>	<b>2,451</b>	<b>0.88%</b>

**LAND AND WATER MANAGEMENT-SANITATION**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 117-1

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	84,136	93,366	88,505	88,505	60,242	89,450	945	1.07%
Fringe Benefits	32,199	32,286	33,689	33,689	21,955	33,553	-136	-0.40%
Travel & Training	3,070	2,501	3,300	3,300	700	3,500	200	6.06%
Supplies	1,375	1,390	2,400	2,400	766	2,400	0	0.00%
Purchased Services	1,366	769	1,550	1,550	417	1,211	-339	-21.87%
Interdepartmental Charges	12,516	9,409	10,248	10,248	6,951	10,727	479	4.67%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	35,000	35,000	0.00%
Other Expenses	0	5	150	150	41	150	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>134,662</b>	<b>139,726</b>	<b>139,842</b>	<b>139,842</b>	<b>91,072</b>	<b>175,991</b>	<b>36,149</b>	<b>25.85%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	35,000	35,000	0.00%
Public Charges for Services	32,335	32,535	34,100	34,100	20,945	40,350	6,250	18.33%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	76,800	70,250	73,000	73,000	48,025	91,750	18,750	25.68%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	1,500	3,000	3,000	0	3,000	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>109,135</b>	<b>104,285</b>	<b>110,100</b>	<b>110,100</b>	<b>68,970</b>	<b>170,100</b>	<b>60,000</b>	<b>54.50%</b>
<b>TAX LEVY</b>	<b>25,527</b>	<b>35,441</b>	<b>29,742</b>	<b>29,742</b>	<b>22,102</b>	<b>5,891</b>	<b>-23,851</b>	<b>-80.19%</b>

**LAND AND WATER MANAGEMENT-CONSERVATION**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 117-2

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	299,598	300,650	308,580	308,580	211,427	313,266	4,686	1.52%
Fringe Benefits	108,129	107,790	112,578	112,578	73,697	111,982	-596	-0.53%
Travel & Training	6,151	4,002	6,575	6,575	2,664	6,575	0	0.00%
Supplies	9,998	4,115	7,175	12,675	3,157	10,725	3,550	49.48%
Purchased Services	14,292	13,920	7,575	221,748	117,943	7,637	62	0.82%
Interdepartmental Charges	24,353	19,786	23,145	23,145	12,998	24,480	1,335	5.77%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	115,054	123,567	108,250	155,543	26,929	107,000	-1,250	-1.15%
Other Expenses	26,643	42,793	35,823	35,823	25,551	36,291	468	1.31%
Capital Outlay	19,689	0	0	93,500	93,500	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>623,907</b>	<b>616,623</b>	<b>609,701</b>	<b>970,167</b>	<b>567,866</b>	<b>617,956</b>	<b>8,255</b>	<b>1.35%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	297,673	297,063	288,291	619,957	96,263	267,784	-20,507	-7.11%
Public Charges for Services	29,077	28,103	43,475	43,475	25,388	43,510	35	0.08%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	16,757	12,108	16,675	16,675	12,927	18,600	1,925	11.54%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	1,762	32,500	12,575	12,575	75	8,075	-4,500	-35.79%
Other Financing Sources	50,831	0	0	28,800	23,850	5,000	5,000	0.00%
<b>TOTAL REVENUES</b>	<b>396,100</b>	<b>369,774</b>	<b>361,016</b>	<b>721,482</b>	<b>158,503</b>	<b>342,969</b>	<b>-18,047</b>	<b>-5.00%</b>
<b>TAX LEVY</b>	<b>227,807</b>	<b>246,849</b>	<b>248,685</b>	<b>248,685</b>	<b>409,363</b>	<b>274,987</b>	<b>26,302</b>	<b>10.58%</b>

## LAND & WATER MANAGEMENT BUDGET HIGHLIGHTS

### EXPENDITURES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
117-2-01-58180-000	Landowner Reimb-Rain Garden	Fund For Lake MI Grant expired	-\$6,250
117-2-01-53710-001	Computer Hardware	Replace Dell Precision 2012 Laptop & Monitor	\$1,500
<b>Total Increase/-Decrease</b>			<b>-\$4,750</b>

### REVENUES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
117-2-01-42121-000	Fed Aid - Env. Quality Incent.	USDA NRCS RCPP Grant Not Available	-\$25,000
117-2-01-49302-004	Fund For Lake MI, Rain Garden	Fund For Lake MI Grant expired	-\$12,500
	Init.		
117-2-01-42375-000	St. Cons. Aid-Staff Support	State Budget Reduction and Funding Formula Change	-\$5,768
117-2-13-42375-000	State Aid	Lake Mgmt. Grant Expired	-\$5,000
<b>Total Increase/-Decrease</b>			<b>-\$48,268</b>

### WAGE & BENEFIT CHANGES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
<b>Total Increase/-Decrease</b>			<b>\$0</b>

### LEVY REQUEST

2016 LEVY REQUEST	<b>\$280,878</b>
OVERALL \$ INCREASE/-DECREASE	<b>\$2,451</b>
OVERALL % INCREASE/-DECREASE	<b>0.88%</b>

## LAND & WATER MANAGEMENT

### MISSION

To protect, preserve and enhance natural resources, local ecology and the quality of life in Ozaukee County.

### GOALS

We strive to serve Ozaukee County taxpayers and other users of the department in a timely, efficient, and professional manner administering land & water resource management programs.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Sanitation Ordinance	SPS 383	The Sanitation Ordinance regulates the siting, design, installation and maintenance of on-site septic systems, based on SPS 383 and the County Sanitation Ordinance.
POWTS Plan Reviews	SPS 383	The LWM Department has agent status from the State of Wisconsin to review and approve Private Onsite Wastewater Treatments System (POWTS) designs.
Wisconsin Fund		The Wisconsin Fund provides grant money to low-income residents with failing septic systems to replace the failing system. Fund administered by LWM Dept.
Animal Waste Management	Chapter 92, ATCP50, NR151 and NR243	To implement design standards and accepted manure management practices for animal feeding operations.
Conservation Planning, BMP Design & Certification	Chapter 92, ATCP50, NR151, NR 244 and NR 245	Provide technical, planning and engineering assistance for Best Management Practices (BMP's) to conserve long-term soil productivity, the quality of related natural resources, and enhance water quality.
Administration of Cost-Share Agreements	Chapter 92, ATCP50, NR151 and NR246	Provide state cost-share funds to landowners for the installation of Best Management Practices (BMP's) to prevent non-point source runoff pollution improve water quality and maintain productive soils.
Nutrient Management	Chapter 92, ATCP50, NR151 and NR247	The goal of Nutrient Management Program is to ensure nutrient management plans are prepared that provides plants with the proper amount and timing of nutrients while minimizing the movement of nutrients to surface water and groundwater. Ozaukee County farmers are required to have a nutrient management plan as mandated by Administrative Code NR 151 (Agricultural Performance Standards and Prohibitions).
Environmental Education	Chapter 92, ATCP50, NR151 and NR248	Provide environmental education programs, displays, brochures, newsletters and/or presentations on department programs, conservation, geology, soil erosion, water quality, invasive species, etc. to schools, local officials, civic groups etc.
NR151 Compliance Tracking	Chapter 92, ATCP50, NR151 and NR249	The purpose of this program is to track compliance of NR 151 Standards and Prohibitions intended to reduce non-point source pollution from agricultural and urban lands.
Animal Waste Storage Ordinance	Chapter 92, ATCP50, NR151 and NR250	Regulate the design, siting, construction, installation, alteration, closure and use of animal waste storage facilities, and the application of wastes from these facilities in order to prevent water pollution.
Stormwater Management & Construction Site Erosion Control-WPDES Permit	Chapter 283, NR151, NR216	Responsible for administering the WPDES Municipal Separate Storm Sewer System General Permit issued to Ozaukee County by the WIDNR and administering the County Construction Site Erosion Control and Post-Construction Stormwater Management Ordinance.
Buffer Initiative - Conservation Reserve Enhancement Program, Fund for Lake Michigan		Provide incentive to landowners to voluntarily install vegetative buffers on agricultural lands adjacent to streams, rivers, lakes and wetlands to improve water quality and provide wildlife habitat.
Farmland Preservation Program	Chapter 92.104 &105	Provide conservation planning assistance to Farmland Preservation Program participants to ensure they meet the soil and water conservation standards required of the program.

**PROGRAMS & SERVICES**

<b>Program</b>	<b>Mandated State Statute #</b>	<b>Description</b>
Gypsy Moth Suppression Program		Program goal is to locate gypsy moth infestations and suppress them before severe damage is done to the County's tree population.
Wildlife Administration & Abatement		Provide assistance to producers of agricultural crops that have crop damage from deer, geese, and turkeys, The program is funded by the State, and administered by the LWM Department.
Tree, Prairie Seed, Rain Barrel		The Department sells trees, shrubs, and prairie seed which provide many environmental benefits.
Shoreland & Floodplain Zoning Ordinance	NR115, Sec 59.692	Regulates development and construction in the Shoreland & Floodplain.
National Flood Insurance Community Rating System		The Community Rating System (CRS) supports the goals of the National Flood Insurance Program and provides for flood insurance premium rate reductions to policy holders.
Nonmetallic Mining Reclamation Ordinance	NR 135	Ordinance ensures effective reclamation of nonmetallic mining sites (gravel pits) per state administrative code NR 135.
<ul style="list-style-type: none"> <li>♦ Planning - Technical Advisory-SEWRPC Regional Plans</li> <li>♦ Regional Water Supply Plan</li> <li>♦ Update- Natural Areas Preservation Plan</li> </ul>		Provide local planning input in the development of regional plans prepared by SEWRPC.
Water Quality Monitoring		Test water quality of Sucker Brook and Ulao Creek.

**PERFORMANCE MEASUREMENTS**

<b>Activity</b>	<b>Performance Measure</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Approval of Private Onsite Wastewater Treatment System (POWTS) Designs & Plans	Number of Designs/Plans Completed within 10 days of submittal	110/110	114/114	115/115
Issuance of Sanitation Permits	Number of Permits Issued in 10 days upon final submittal	105/110	112/115	115/115
POWTS Installation Inspections	Percent of inspections completed within 24 hours of request	95%	95%	95%
Issuance of Zoning Permits	Number of Permits Issued within 10 days of final submittal	35/40	35/40	36/40
Conservation Certification/Compliance & Tracking for Farmland Preservation Program Participants	Complete 100% of all the certifications and compliance reviews for the FPP Participants by November 1 <sup>st</sup>	121	115	68
Wildlife Crop Damage Complaints	Complaints investigated within 14 days of initial damage	100%	100%	100%
Nutrient Management Planning	Review of Nutrient Management Plans Completed within 30 days of submittal	1608 acres	1600 acres	1800 acres
POWTS Maintenance	Percent of Maintenance Notices Issued In Compliance with WI DSPPS	100%/2300	100%/2300	100%/2350

**PERSONNEL**

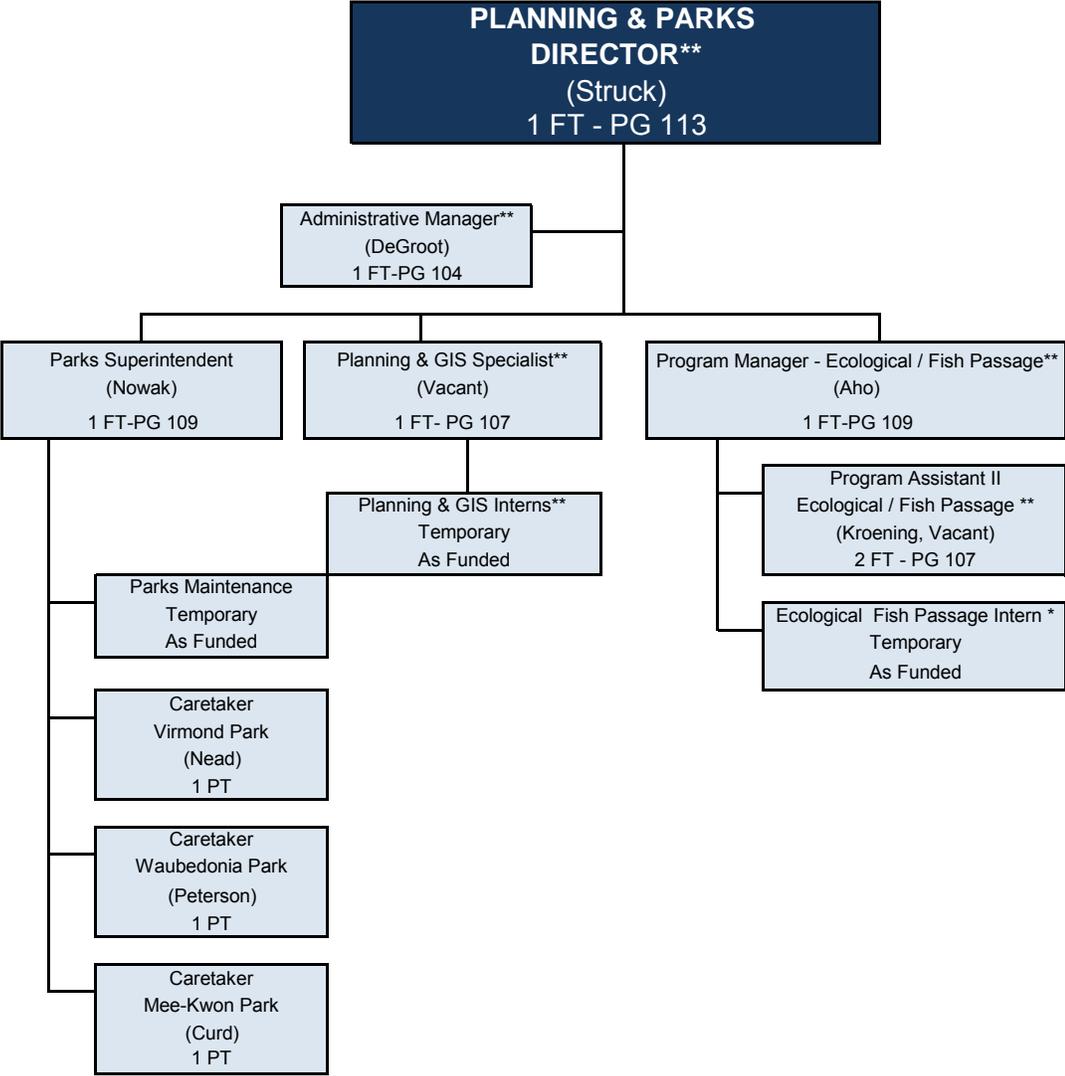
**Current Positions**

Funded Positions (Paid Positions)	6.29	6.29	6.29
Funded FTE Positions	6.29	6.29	6.29

**Changes for 2016**

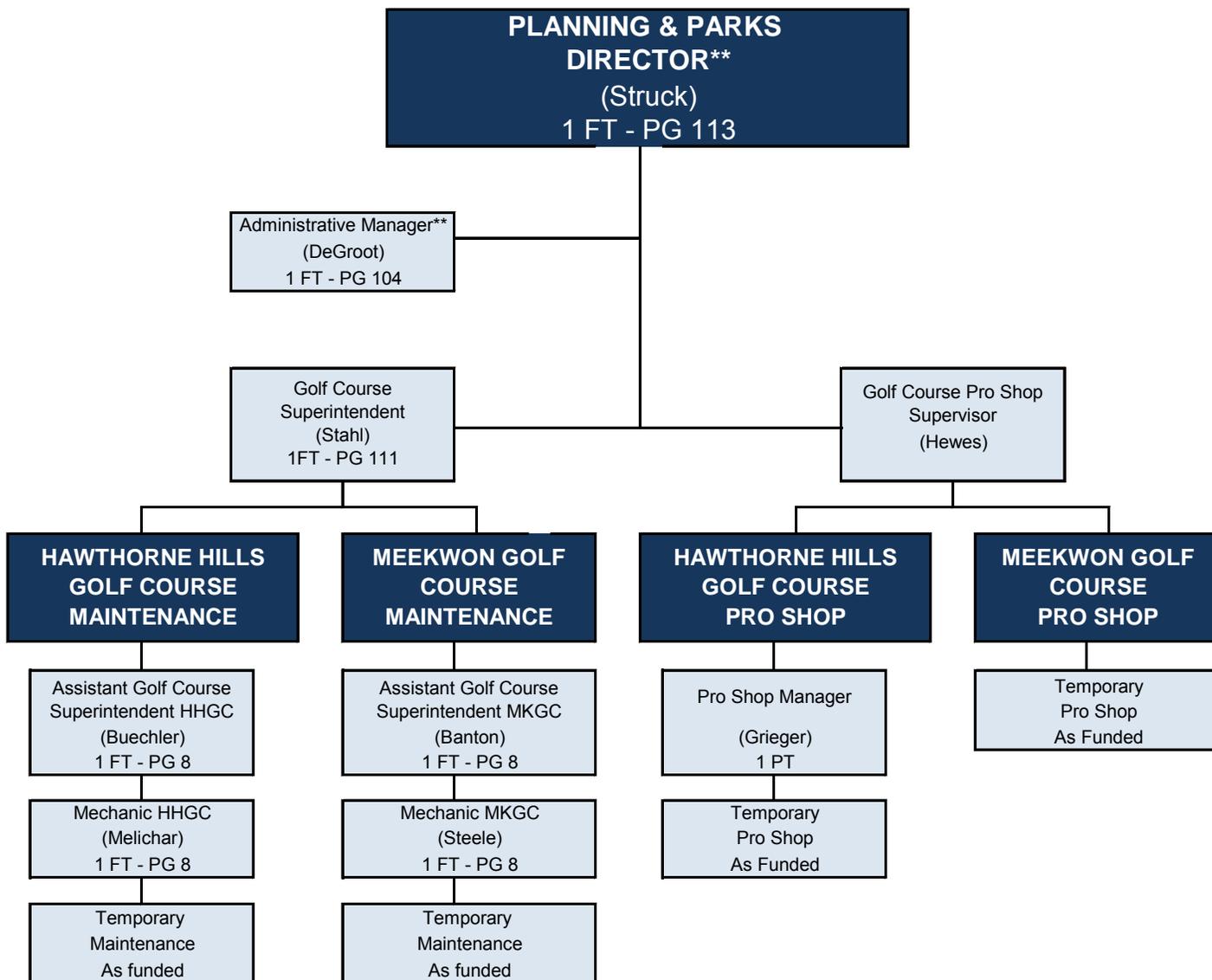
None			
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**PLANNING & PARKS  
ORGANIZATIONAL CHART**



\* Revenue Funded Positions- Fish Passage 100% Funded  
 \*\* Revenue Funded Positions (Partially Funded)

**GOLF COURSES**  
ORGANIZATIONAL CHART



\*\* Revenue Funded Positions (partially funded)

**PLANNING AND PARKS**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
**OVERALL DEPARTMENT SUMMARY**

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	223,367	263,160	326,516	395,214	185,182	332,687	6,171	1.89%
Fringe Benefits	68,339	80,817	103,272	103,272	52,950	107,685	4,413	4.27%
Travel & Training	3,182	5,145	5,750	5,750	2,804	5,800	50	0.87%
Supplies	67,217	85,795	90,960	104,139	31,528	80,700	-10,260	-11.28%
Purchased Services	143,248	139,955	181,325	231,039	44,143	163,075	-18,250	-10.06%
Interdepartmental Charges	56,293	292,643	99,314	124,714	93,702	122,262	22,948	23.11%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	10,178	6,897	20,844	21,644	17,157	19,159	-1,685	-8.08%
Capital Outlay	81,839	63,446	60,000	1,105,000	0	75,000	15,000	25.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	9,674	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>663,337</b>	<b>937,858</b>	<b>887,981</b>	<b>2,090,772</b>	<b>427,466</b>	<b>906,368</b>	<b>18,387</b>	<b>2.07%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	54,500	155,966	55,766	109,007	12,250	27,525	-28,241	-50.64%
Public Charges for Services	35,107	38,401	31,650	31,650	35,939	37,650	6,000	18.96%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	79,077	89,719	95,400	113,900	90,105	80,300	-15,100	-15.83%
Other Financing Sources	62,000	68,000	0	1,131,050	1,131,050	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>230,684</b>	<b>352,086</b>	<b>182,816</b>	<b>1,385,607</b>	<b>1,269,344</b>	<b>145,475</b>	<b>-37,341</b>	<b>-20.43%</b>
<b>TAX LEVY</b>	<b>432,653</b>	<b>585,772</b>	<b>705,165</b>	<b>705,165</b>	<b>-841,878</b>	<b>760,893</b>	<b>55,728</b>	<b>7.90%</b>

**PARKS-PARKS ADMINISTRATION**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 115-1

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	174,171	199,565	230,267	237,767	152,385	235,899	5,632	2.45%
Fringe Benefits	53,288	57,028	67,107	67,107	41,254	71,090	3,983	5.94%
Travel & Training	1,439	2,269	1,900	1,900	1,413	1,950	50	2.63%
Supplies	58,244	63,861	73,860	79,860	30,884	66,600	-7,260	-9.83%
Purchased Services	100,723	125,737	142,875	153,225	35,426	130,525	-12,350	-8.64%
Interdepartmental Charges	47,590	286,479	83,054	102,954	85,009	105,618	22,564	27.17%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	10,038	6,821	19,844	19,844	17,157	18,159	-1,685	-8.49%
Capital Outlay	81,839	63,446	60,000	1,105,000	0	75,000	15,000	25.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>527,332</b>	<b>805,206</b>	<b>678,907</b>	<b>1,767,657</b>	<b>363,528</b>	<b>704,841</b>	<b>25,934</b>	<b>3.82%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	39,500	155,966	27,525	27,525	-16,863	27,525	0	0.00%
Public Charges for Services	35,107	37,301	31,100	31,100	34,839	36,550	5,450	17.52%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	79,060	74,219	70,400	70,400	71,605	80,300	9,900	14.06%
Other Financing Sources	42,000	58,000	0	1,088,750	1,088,750	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>195,667</b>	<b>325,486</b>	<b>129,025</b>	<b>1,217,775</b>	<b>1,178,331</b>	<b>144,375</b>	<b>15,350</b>	<b>11.90%</b>
<b>TAX LEVY</b>	<b>331,665</b>	<b>479,720</b>	<b>549,882</b>	<b>549,882</b>	<b>-814,803</b>	<b>560,466</b>	<b>10,584</b>	<b>1.92%</b>

**PARKS-PLANNING**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 115-2

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	49,196	47,957	96,249	141,990	26,818	96,788	539	0.56%
Fringe Benefits	15,051	18,247	36,165	36,165	9,937	36,595	430	1.19%
Travel & Training	1,743	2,876	3,850	3,850	1,392	3,850	0	0.00%
Supplies	8,973	17,516	17,100	19,600	171	14,100	-3,000	-17.54%
Purchased Services	42,525	4,218	38,450	51,950	1,969	32,550	-5,900	-15.34%
Interdepartmental Charges	8,702	6,164	16,260	20,260	8,692	16,643	383	2.36%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	140	76	1,000	1,800	0	1,000	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>126,330</b>	<b>97,054</b>	<b>209,074</b>	<b>275,615</b>	<b>48,979</b>	<b>201,526</b>	<b>-7,548</b>	<b>-3.61%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	15,000	0	28,241	56,482	5,114	0	-28,241	-100.00%
Public Charges for Services	0	1,100	550	550	1,100	1,100	550	100.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	18	0	25,000	25,000	0	0	-25,000	-100.00%
Other Financing Sources	20,000	10,000	0	38,300	38,300	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>35,018</b>	<b>11,100</b>	<b>53,791</b>	<b>120,332</b>	<b>44,514</b>	<b>1,100</b>	<b>-52,691</b>	<b>-97.96%</b>
<b>TAX LEVY</b>	<b>91,312</b>	<b>85,954</b>	<b>155,283</b>	<b>155,283</b>	<b>4,465</b>	<b>200,426</b>	<b>45,143</b>	<b>29.07%</b>

**PARKS-GRANTS**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 115-3

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	4,000	0	4,000	0	0	0	0.00%
Purchased Services	0	7,500	0	17,000	5,000	0	0	0.00%
Interdepartmental Charges	0	0	0	1,500	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>11,500</b>	<b>0</b>	<b>22,500</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	15,500	0	18,500	18,500	0	0	0.00%
Other Financing Sources	0	0	0	4,000	4,000	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>15,500</b>	<b>0</b>	<b>22,500</b>	<b>22,500</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>0</b>	<b>-4,000</b>	<b>0</b>	<b>0</b>	<b>-17,500</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

**PARKS-WDNR**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 115-4

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	15,638	0	15,457	5,979	0	0	0.00%
Fringe Benefits	0	5,542	0	0	1,759	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	417	0	679	473	0	0	0.00%
Purchased Services	0	2,500	0	8,864	1,748	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>24,097</b>	<b>0</b>	<b>25,000</b>	<b>9,959</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	25,000	24,000	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>24,000</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>0</b>	<b>24,097</b>	<b>0</b>	<b>0</b>	<b>-14,041</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

**GOLF COURSES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
**OVERALL DEPARTMENT SUMMARY**

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	551,623	493,692	668,715	668,715	401,791	655,736	-12,979	-1.94%
Fringe Benefits	152,453	158,098	190,170	190,170	112,408	200,414	10,244	5.39%
Travel & Training	5,367	5,278	10,000	10,000	2,113	8,250	-1,750	-17.50%
Supplies	247,001	248,069	324,900	327,900	151,560	313,850	-11,050	-3.40%
Purchased Services	114,478	141,520	151,350	151,350	71,798	143,426	-7,924	-5.24%
Interdepartmental Charges	20,993	22,729	32,024	32,024	16,608	31,687	-337	-1.05%
Depreciation	270,301	233,306	261,880	261,880	150,729	232,500	-29,380	-11.22%
Debt	0	0	11,665	11,665	0	0	-11,665	-100.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	125,146	146,548	127,298	127,298	98,379	141,335	14,037	11.03%
Capital Outlay	187,956	145,288	212,000	466,800	875,215	521,000	309,000	145.75%
Capital Contra	-187,956	-145,288	-212,000	-212,000	-821,228	-520,000	-308,000	145.28%
Other Financing Uses	87,785	0	0	0	257,800	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>1,575,147</b>	<b>1,449,240</b>	<b>1,778,002</b>	<b>2,035,802</b>	<b>1,317,173</b>	<b>1,728,198</b>	<b>-49,804</b>	<b>-2.80%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	1,691,943	1,659,865	1,799,350	1,799,350	1,446,557	1,780,350	-19,000	-1.06%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	11,393	3,678	14,450	14,450	8,354	13,200	-1,250	-8.65%
Other Financing Sources	0	0	0	257,800	257,800	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>1,703,336</b>	<b>1,663,543</b>	<b>1,813,800</b>	<b>2,071,600</b>	<b>1,712,711</b>	<b>1,793,550</b>	<b>-20,250</b>	<b>-1.12%</b>
<b>TAX LEVY</b>	<b>-128,189</b>	<b>-214,303</b>	<b>-35,798</b>	<b>-35,798</b>	<b>-395,538</b>	<b>-65,352</b>	<b>-29,554</b>	<b>82.56%</b>

**GOLF COURSES-ADMINISTRATION**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Enterprise Fund - 503-1-01

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	35,814	-36,785	43,002	43,002	25,885	51,791	8,789	20.44%
Fringe Benefits	13,553	13,532	19,309	19,309	10,881	22,307	2,998	15.53%
Travel & Training	1,210	1,141	2,500	2,500	45	2,000	-500	-20.00%
Supplies	222	345	4,200	7,200	559	4,450	250	5.95%
Purchased Services	1,443	1,955	4,200	4,200	906	3,876	-324	-7.71%
Interdepartmental Charges	20,535	20,912	23,624	23,624	14,310	24,987	1,363	5.77%
Depreciation	2,397	3,642	2,400	2,400	3,258	5,000	2,600	108.33%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	12,920	6,597	13,225	13,225	9,274	14,110	885	6.69%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	-24,900	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>88,094</b>	<b>-13,561</b>	<b>112,460</b>	<b>115,460</b>	<b>65,118</b>	<b>128,521</b>	<b>16,061</b>	<b>14.28%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	872	-4,175	2,450	2,450	69	1,200	-1,250	-51.02%
Other Financing Sources	0	0	0	3,000	3,000	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>872</b>	<b>-4,175</b>	<b>2,450</b>	<b>5,450</b>	<b>3,069</b>	<b>1,200</b>	<b>-1,250</b>	<b>-51.02%</b>
<b>TAX LEVY</b>	<b>87,222</b>	<b>-9,386</b>	<b>110,010</b>	<b>110,010</b>	<b>62,049</b>	<b>127,321</b>	<b>17,311</b>	<b>15.74%</b>

**GOLF COURSES-HAWTHORNE HILLS**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 Enterprise Fund - 503-1-02

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	274,518	263,609	307,298	307,298	181,993	297,147	-10,151	-3.30%
Fringe Benefits	58,290	65,327	77,338	77,338	45,525	86,551	9,213	11.91%
Travel & Training	2,113	1,926	3,800	3,800	1,211	2,750	-1,050	-27.63%
Supplies	121,867	123,102	161,050	161,050	73,045	149,450	-11,600	-7.20%
Purchased Services	49,508	55,653	67,700	67,700	29,593	66,150	-1,550	-2.29%
Interdepartmental Charges	178	294	3,000	3,000	1,413	2,600	-400	-13.33%
Depreciation	91,849	80,081	90,500	90,500	48,040	80,000	-10,500	-11.60%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	56,033	55,883	56,073	56,073	43,080	61,726	5,653	10.08%
Capital Outlay	93,978	72,644	106,000	106,000	96,429	275,000	169,000	159.43%
Capital Contra	-93,978	-60,194	-106,000	-106,000	-96,429	-275,000	-169,000	159.43%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>654,356</b>	<b>658,325</b>	<b>766,759</b>	<b>766,759</b>	<b>423,900</b>	<b>746,374</b>	<b>-20,385</b>	<b>-2.66%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	799,227	786,868	857,850	857,850	677,709	860,850	3,000	0.35%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	4,517	6,000	6,000	6,000	3,750	6,000	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>803,744</b>	<b>792,868</b>	<b>863,850</b>	<b>863,850</b>	<b>681,459</b>	<b>866,850</b>	<b>3,000</b>	<b>0.35%</b>
<b>TAX LEVY</b>	<b>-149,388</b>	<b>-134,543</b>	<b>-97,091</b>	<b>-97,091</b>	<b>-257,559</b>	<b>-120,476</b>	<b>-23,385</b>	<b>24.09%</b>

**GOLF COURSES-MEEKWON GOLF COURSE**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 Enterprise Fund - 503-1-03

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	241,290	266,868	318,415	318,415	193,913	306,798	-11,617	-3.65%
Fringe Benefits	80,611	79,239	93,523	93,523	56,001	91,556	-1,967	-2.10%
Travel & Training	2,045	2,211	3,700	3,700	857	3,500	-200	-5.41%
Supplies	124,913	124,621	159,650	159,650	77,956	159,950	300	0.19%
Purchased Services	63,527	83,912	79,450	79,450	41,299	73,400	-6,050	-7.61%
Interdepartmental Charges	279	1,522	5,400	5,400	885	4,100	-1,300	-24.07%
Depreciation	176,056	149,583	168,980	168,980	99,432	147,500	-21,480	-12.71%
Debt	0	0	11,665	11,665	0	0	-11,665	-100.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	56,194	84,067	58,000	58,000	46,025	65,500	7,500	12.93%
Capital Outlay	93,978	72,644	106,000	360,800	778,785	246,000	140,000	132.08%
Capital Contra	-93,978	-60,194	-106,000	-106,000	-724,799	-245,000	-139,000	131.13%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>744,915</b>	<b>804,473</b>	<b>898,783</b>	<b>1,153,583</b>	<b>570,354</b>	<b>853,304</b>	<b>-45,479</b>	<b>-5.06%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	892,717	872,997	941,500	941,500	768,848	919,500	-22,000	-2.34%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	6,003	1,853	6,000	6,000	4,535	6,000	0	0.00%
Other Financing Sources	0	0	0	254,800	254,800	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>898,720</b>	<b>874,850</b>	<b>947,500</b>	<b>1,202,300</b>	<b>1,028,183</b>	<b>925,500</b>	<b>-22,000</b>	<b>-2.32%</b>
<b>TAX LEVY</b>	<b>-153,805</b>	<b>-70,377</b>	<b>-48,717</b>	<b>-48,717</b>	<b>-457,829</b>	<b>-72,196</b>	<b>-23,479</b>	<b>48.19%</b>

## PLANNING & PARKS/GOLF COURSES BUDGET HIGHLIGHTS

### EXPENDITURES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
115-1-05-63315-000	Land Improvements	Pave Lower Park Road/Parking Area HH Park (CIP 115-01)	\$50,000
115-1-07-63315-000	Land Improvements	Crack Seal / Seal Coat County Portion of OIT (CIP 115-46)	\$80,000
115-1-14-63315-000	Land Improvements	Pave Park Road (Middle Enter) to Tennis Courts (CIP 115-27)	\$30,000
115-2-01-54106-000	Professional Servs SEWRPC	Update Park and Open Space Plan and Comp Plan Amend	\$25,000
503-1-02-61212-000	Moveable Equipment	Replacement Golf Carts - HHGC (CIP 503-HH01)	\$245,000
503-1-02-62105-000	Buildings	Replace Pole Building at HHGC (CIP 503-HH06)	\$30,000
503-1-03-61212-000	Moveable Equipment	Replacement Golf Carts - MKGC (CIP 503-MK03)	\$245,000
<b>Total Increase/-Decrease</b>			<b>\$705,000</b>

### REVENUES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
115-1-01-49302-000	Other Revenue	Golf Courses Contribution	\$80,000
407-1-08-42110-000	Fed Aid - NOAA GLRI Ulao	National Oceanic and Atmospheric Admin- GLRI Grant	\$692,626
407-9-02-49502-000	Grants from Org - GLFT	Great Lake Fisheries Trust - Ulao Habitat Restoration Grant	\$154,923
407-5-06-42110-000	Fed Aid - USFWS - Fish Pass	U.S. Fish & Wildlife Service (USFWS)- Fish Passage Grant	\$159,590
407-6-15-42310-000	St. Aid - WDNR RPM Park St.	Wisconsin Dept of Natural Resources - RMP Park St. Grant	\$50,000
407-6-14-42310-000	St. Aid - WDNR RPP LM Trib	Wisconsin Dept of Natural Resources- RPP- Inventory Grant	\$10,000
402-2-01-42371-000	St. Aid - WDNR SR Trails Act	Wisconsin Dept of Natural Resources- Stewardship Grant	\$23,200
407-7-01-49501-000	Private Foundation - FFLM	Fund for Lake Michigan - Impediments MRW Grant	\$249,956
407-9-01-49502-000	Grants from Org - GLFT	Great Lake Fisheries Trust - Mineral Springs Creek Grant	\$49,987
407-7-04-49501-000	Private Foundation - FFLM	Fund for Lake Michigan - Mineral Springs Creek	\$162,637
407-4-02-42110-000	Fed Aid - WCMP Grant	WCMP - Lake Michigan Tributary Inventory Grant	\$20,000
<b>Total Increase/-Decrease</b>			<b>\$1,652,919</b>

### WAGE & BENEFIT CHANGES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
503-1-03-51103-002	Temporary Salaries & Wages	Eliminate One ProShop Manager Position	\$0
<b>Total Increase/-Decrease</b>			<b>\$0</b>

### LEVY REQUEST-PLANNING & PARKS

2016 LEVY REQUEST	<b>\$760,893</b>
OVERALL \$ INCREASE/-DECREASE	<b>\$55,728</b>
OVERALL % INCREASE/-DECREASE	<b>7.90%</b>

### LEVY REQUEST-GOLF COURSES

2016 LEVY REQUEST	<b>-\$65,352</b>
OVERALL \$ INCREASE/-DECREASE	<b>-\$29,554</b>
OVERALL % INCREASE/-DECREASE	<b>82.56%</b>

## PLANNING & PARKS

### MISSION

To provide an organized framework for Ozaukee County residents and visitors of Ozaukee County to appreciate and enjoy the natural and cultural resources, local ecology, recreational experiences, well planned sustainable growth and improved quality of life in Ozaukee County through the preservation, protection and restoration of natural resources, increased awareness and education, stewardship, promotion of tourism, comprehensive planning, and the acquisition, development, enhancement and operation of large scale, intergovernmental recreational opportunities including exceptionally well-maintained golf courses, multi-use trails and parks.

### GOALS

To ensure through dedicated, efficient and effective service that residents and visitors of Ozaukee County can appreciate and enjoy the natural, recreational, cultural and historic resources, unique ecology, well planned growth and excellent quality of life in Ozaukee County.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
<b>PLANNING DIVISION:</b> Comprehensive Planning/Smart Growth/Comprehensive Planning Board	66.1001	The Department is responsible for complying with Wisconsin's Comprehensive Planning Law (and Chapter 13 of County Ordinances), which ensures that by 2010 every city, village, town, and county in the State has an adopted Comprehensive Plan and subsequent amendments by ordinance. The comprehensive plan must cover nine elements including: issues and opportunities; housing; transportation; utilities and community facilities; agricultural, natural & cultural resources; economic development; intergovernmental cooperation; land use and implementation.
Land Division/Plat Review	236.10 & NR 115	Ozaukee County is required to review certain land divisions in the shoreland area under Section 115.05 (4) of the Wisconsin Administrative Code. Outside the shoreland area, Ozaukee County has authority to review all plats in unincorporated areas as an approving authority under Section 236.10 of the Statutes and to review all plats in cities and villages as an objecting agency under Section 236.12 of the Wisconsin Statutes.
County-owned Lands Zoning Ordinance Conservation, Park and Natural Areas Preservation Planning, County Park & Open Space Plan, and Land Preservation Board	27.04 (1), (2)	Administration of the County-owned Lands Zoning Ordinance per County Ordinance Chapter 15. The Park and Open Space Plan (POSP) is required to be updated every 5 years to remain eligible for State and Federal funding and guides the development, management and implementation of the Ozaukee County Park System. This program's goals include the preservation of natural areas and recreational amenities for the citizens of Ozaukee County. Department staff identifies prospective land for protection, preservation, and restoration and recreation implementation and take actions to place these lands in parkland or other protective ownership.
Farmland Preservation Plan, Working Lands Initiative and Land Preservation Board	71, 91, 91.10, 93	The Department is responsible for the development and adoption of the Farmland Preservation Plan for Ozaukee County (FPP). The program allows State income tax credits, purchase of agricultural conservation easements, and establishment of agricultural enterprise areas.
Geographic Information Systems (GIS), Land Information, County Mapping Projects, and Land Information Council	59.72(3),(b) 16.967 (3)(b), 59.72(3)(a)	Uses and develops geographic information systems (GIS) computer databases to represent pertinent data geographically for planning and informational purposes. The goal is to use modern mapping technology to more effectively log data of County concern and represent planning functions to clients.
Stormwater Management and Construction Site Erosion Control Plan	NR 216	The Department is responsible for planning and GIS mapping efforts to control water pollution from urban runoff at construction sites in order to reduce the amount of sediment originating from construction activities within Ozaukee County. The focus is not only erosion control during the construction phase, but stormwater management from the development afterwards to

**PROGRAMS & SERVICES**

Program	Mandated State Statute #	Description
Strategic Planning/ Economic Development Planning		<p>address other types of water pollution from urban runoff besides sediment and flooding related issues that usually occur when additional impervious surfaces, such as rooftops and pavement, are added.</p> <p>This program focuses on strategic and economic development planning with partner organizations. It also assists Ozaukee Economic Development, local governments and other non-governmental organizations with economic development opportunities and planning, particularly related to comprehensive plans and natural resources (e.g. brownfield redevelopment grants). This program area also focuses on the development of economic impact studies for related planning work (e.g. tourism) and coordination with non-governmental organizations.</p>
Non-metallic Mining Planning	NR 135.17, 135.20, 135.13	<p>The provision of planning and ecological services to ensure effective reclamation of nonmetallic mining sites, particularly as it relates to County-owned properties. As it relates to the Planning and Parks Department, this program area focuses on developing reclamation and restoration plans for County-owned non-metallic sites, particularly those identified in the County Park and Open Space Plan.</p>
Regional Technical Review & Planning Assistance (SEWRPC)		<p>The provision of services and coordination with the Southeastern Wisconsin Regional Planning Commission, Milwaukee Metropolitan Sewerage District and other regional agencies allowing for the County's inclusion into regional planning efforts.</p>
<p><b>PARKS, RECREATION, NATURAL AREAS AND CULTURE DIVISION:</b> Administration, Management, Design and Development, Improvement, Maintenance, Governance, and Operations for all County Parks, Open Spaces, Preserves, Natural Areas, and Trails including:</p> <ul style="list-style-type: none"> <li>▪ Covered Bridge Park</li> <li>▪ Edgewater Park</li> <li>▪ Ehlers Park</li> <li>▪ Harborview Park</li> <li>▪ HH Park/Pioneer Village/Shady Lane Natural Area</li> <li>▪ HH Peters Youth Camp</li> <li>▪ Lion's Den Gorge Nature Preserve</li> <li>▪ Mee-Kwon Park</li> <li>▪ Shady Lane Park</li> <li>▪ Tendick Nature Park</li> <li>▪ Trail Bridge Park</li> <li>▪ Virmond Park</li> <li>▪ Waubedonia Park</li> </ul>	27.05(1)	<p>The provision of parks, recreational opportunities, amenities and natural areas for public use by Ozaukee County residents and non-residents for the purposes of recreation, entertainment, appreciation, protection of fish and wildlife habitat and other uses. The Planning and Parks Department is responsible for administration, management, design, development, improvement, maintenance, governance, and operation of the Ozaukee County Park System (also per County Ordinance Chapter 5)</p>
<p><b>TRAILS DIVISION: Trails Development &amp; Facilitation</b></p> <ul style="list-style-type: none"> <li>▪ Ozaukee Interurban Trail</li> <li>▪ Snowmobile Trails</li> </ul>	59.56(9)	<p>The development, operation, management and provision of a Countywide transportation and recreation trail for use by Ozaukee County residents and non-residents (also per County Ordinance Chapter 5). The Ozaukee Interurban Trail is a 30-mile paved trail that spans the entire length of Ozaukee County. The Trail connects the Ozaukee communities of Mequon, Thiensville, Cedarburg, Grafton, Port Washington and Belgium by using the existing right-of-way owned by We Energies. The trail is intended for passive, non-motorized year round uses, such as biking, in-line skating, walking, running and cross-country skiing. Also, this program area supports and administers grant funds for the maintenance and development of snowmobile trails in the County through collaboration and coordination with the local snowmobile clubs.</p>
<p><b>Parks, Recreation, Natural Areas, and Culture Division and Trails</b></p>		<p>This program area coordinates with other non-governmental organizations for the development of cultural, recreation and</p>

## PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
<b>Division:</b> Coordination with Cultural, Tourism & Recreation Groups		tourism opportunities. It focuses on development of Ozaukee County's tourism, cultural and historic resources and recreational opportunities through public private partnerships and collaborations such as the Ozaukee County Historical Society (OCHS) for the operation of Pioneer Village, Ozaukee Interurban Trail Advisory Council for the operations of the Ozaukee Interurban Trail and Ozaukee County Tourism Council for marketing the Ozaukee Interurban Trail.
<b>GOLF COURSE DIVISION:</b> Administration, Management, Design and Development, Improvement, Maintenance, Governance, and Operations for all County Golf Courses <ul style="list-style-type: none"> <li>▪ Hawthorne Hills Golf Course</li> <li>▪ Mee-Kwon Golf Course</li> <li>▪ Golf Course Administration</li> </ul>	27.05(1)	The administration, development, management, maintenance and operations of public golf courses through a public enterprise for Ozaukee County residents and non-residents. This program provides services at two sites, Mee-Kwon Park and Hawthorne Hills Golf Courses. This program requires several activities, including: clubhouse and proshop operations, building and grounds maintenance, and equipment maintenance for the Ozaukee County Park System.
<b>ECOLOGICAL DIVISION:</b> Fish Passage Program <ul style="list-style-type: none"> <li>▪ NOAA-ARRA-GLRI</li> <li>▪ USEPA-GLRI</li> <li>▪ WDOA WCMP</li> <li>▪ USFWS: PFFW, FPP</li> <li>▪ WDNR: OMRTA, CCA, CBMP, RPM, RPP, DRG</li> <li>▪ GLFT</li> <li>▪ NFWF-SOGL</li> <li>▪ FFLM</li> </ul>		The Fish Passage Program aims to eliminate fish passage impediments, restore connections to and enhance associated habitat and monitor associated fisheries, wildlife, water quality and sediments in Ozaukee County; thereby, establishing a sustainable fisheries with associated high quality habitat. The program focuses on aquatic system reconnection in the Milwaukee River Watershed, Lake Michigan Basin and direct connection to Lake Michigan.
Parks, Open Space & Natural Areas Acquisition and Easements/ Land Preservation Board	27.05(2),(3), (4), 27.06, 27.065 (1)	This program focuses on the protection of priority parks, open space and natural area sites, particularly as identified in the Park and Open Space Plan, the Farmland Preservation Plan and the County Comprehensive Plan, through fee-simple acquisitions, land donations, and easement acquisitions and management. The program manages easements and fee-simple land acquisitions for intended purpose.
Invasive Species Management / Forestry (Emerald Ash Borer, Gypsy Moth Suppression, Invasive Vegetation, Aquatic Invasive Species (AIS))		This program focuses on the identification, inventory and management of invasive species (vegetative, aquatic, insects, etc.) and native vegetation throughout the County Park System. Specifically for Emerald Ash Borer, the goal of this program is to identify infestations and manage the native forest to diversify the County's tree population.
Wetland and Riparian Restoration		The program identifies historic natural wetlands in Ozaukee County through the development of a GIS fish and wildlife-based decision support Tool, which targets wetland habitat for enhancement and restoration.
Conservation Easements		The negotiation of conservation easements with local landowners for maintaining important environmental habitats, open spaces, or agricultural lands. These easements are voluntary contracts between property owners and the County or land trusts that limit the future development of parcels. The County participates in the monitoring of these easements.
Education, Outreach and Information - Natural Resources, Fish and Wildlife Habitat, and Invasive Species		To provide environmental education programs, newsletter and/or presentations on Department programs, conservation, invasive species, natural resources, fish and wildlife habitat, and water quality to schools, local officials, civic groups etc. including educational displays for county fair and other environmental events.
Fish and Wildlife Conservation		The Department provides educational resources, planning, monitoring and implementation with regard to bird conservation, invasive species management and fish and wildlife conservation activities. This program area is responsible for maintaining the Bird City Wisconsin recognition for Ozaukee County.

## PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
<b><u>ECOLOGICAL DIVISION:</u></b>				
Administration/Implementation of Ecological Division	Overall % of Competitive Grant Funds Applied For and Awarded			40%
Implementation of Fish Passage Program, Natural Areas Management, Forestry, Invasive Species Management, Ecological Restoration & Monitoring, and Fish & Wildlife Conservation Activities	% of Ecological Projects Achieving Critical Milestones Within Specified Deadlines			90%
	% of Project Activities Initiated Within 3 Months of Grant Award			90%
	% of Planned Ecological Monitoring Activities Completed During Primary Monitoring Season			95%
	Maintain Volunteer and Conservation Corps Hours			YES
Invasive Species Management	% of Invasive Species Projects Initiated and Completed			90%
Education and Outreach	Maintain the Number and Reach of Education and Outreach Events/Presentations			YES
Forestry/Restoration	Overall % of Planted Tree Survival Within Budget Constraints			50%
Development of Website and Social Media	% Increase/Decrease in Website and Social Media Usage			20%
<b><u>PLANNING DIVISION:</u></b>				
Comprehensive Plan	% of Amendments Processed and Adopted Within Budgetary Constraints			50%
	Comprehensive Plan Adopted and Status Current Per Statutes			YES
Park and Open Space Plan (POSP)	POSP Adopted and Certified Status Current			YES
Farmland Preservation Plan (FPP)	FPP Adopted and Certified Status Current			YES
Planning and Environmental Geographic Information System Layers	% of GIS Layers Maintained / Created (May be greater than 100% if new layers created)			100%
Land Divisions	% Land Divisions Reviewed Within Specified Timeline			100%
	% Land Divisions Requiring NRC Approval Processed Within Specified Timeline			100%
County-owned Lands Zoning Administration	% Updates Reviewed and Adopted Within Specified Timeline			100%
<b><u>PARKS DIVISION:</u></b>				
Maintaining Quality Conditions at the Parks	% Increase/Decrease in Park/Camping Revenue at Applicable Parks			5%
	% of Park Projects Completed within Specified Deadlines and Budgetary Constraints (% may be greater than 100% if projects are completed by outside funding/volunteers)			100%
	Maintain Current Acreage of Parks Within Budgetary Constraints			YES
Disc Golf Usage	% Increase/Decrease in Disc Golf Revenue at Applicable Disc Golf Courses			5%
Administration of Parks Usage	% of Inquires Responded to Within 2 Days			10%
Development of Website and Social Media	% Increase/Decrease in Website and Social Media Usage			20%
Administration of Park Finances	% of Invoices and Deposits Processed Within 3 Days			95%
Community Service Projects	% of Community Service Projects Initiated and Completed			75%

**PERFORMANCE MEASUREMENTS**

<b>Activity</b>	<b>Performance Measure</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
<b><u>GOLF COURSE DIVISION:</u></b>				
Maintaining Quality Conditions at the Golf Courses	Maintain Golf Course Rating at Each Golf Course (e.g. Golf Digest, etc.)			YES
	% Increase/Decrease in Golf Course "Profitability" (Revenue/Costs)			5%
	% of Golf Course Projects Completed within Specified Deadlines			90%
Maintaining Quality Pro Shop Experience	% of Inquiries Responded to Within 2 Days			95%
	% Increase/Decrease in Pro Shop "Profitability" (Revenue/Costs)			10%
Development of Website and Social Media	% Increase/Decrease in Website and Social Media Usage			20%
Administration of Golf Course Finances	% of Invoices and Deposits Processed Within 3 Days			95%
<b><u>TRAILS DIVISION:</u></b>				
Maintain the Quality Conditions of the Ozaukee Interurban Trail	% of Trail Projects Completed within Specified Deadlines and Budgetary Constraints (% may be greater than 100% if projects are completed by outside funding/volunteers)			80%
	Maintain Current Miles of Trail Within Budgetary Constraints			YES
	% Increase/Decrease in Trail Users			5%
Development of Website and Social Media	% Increase/Decrease in Website and Social Media Usage			10%
Maintain the Quality Conditions of the Ozaukee County Snowmobile Trails	Maintain Current Miles of Trail and Grant Funding During Season			YES
	% Reimbursement of Clubs According to Grant Schedule			100%
<b><u>TOURISM DIVISION:</u></b>				
Development of Website and Social Media	% Increase/Decrease in Website and Social Media Usage			10%
Ozaukee County Tourism Guide	Production and Distribution of Ozaukee County Tourism Guide Within Specified Timeline			YES
<b>PERSONNEL</b>				
<b>Current Positions</b>		<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Funded Positions (Paid Positions)		79	80	
Funded FTE Positions		34.36	35.36	
<b>Changes for 2016</b>				
Eliminate One Part-time Pro Shop Manager Position at the Golf Courses				

## PLANNING & PARKS/PARKS

### 2016 - REQUESTED CAPITAL PROJECTS

#### 115-27-Road Through Waubedonia Park-Caretaker-Tennis Court Entrance

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Repave approximately 1/2 of the park road in Waubedonia Park including the Caretaker/Tennis Court entrance and road.

63315	Land Improvements	\$30,000	41000	Tax Levy	\$30,000
-------	-------------------	----------	-------	----------	----------

**Expense Total: \$30,000**

**Revenue Total: \$30,000**



**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

<b>Total Department for 2016:</b>	<b>\$30,000</b>	<b>\$30,000</b>
-----------------------------------	-----------------	-----------------

## PLANNING & PARKS/GOLF COURSES 2016 - REQUESTED CAPITAL PROJECTS

### 503-HH01-Golf & Beverage Carts-Hawthorne Hills Golf Course

Replace all the golf carts at Hawthorne Hills Golf Course (moved from 2014 to 2016) . This is approximately half of the total fleet of Golf Carts at the Golf Courses. Systematic replacement of all of the golf carts will assist in maintenance and use of golf carts. Current fleet will have 12 years of use in 2016. ( 8 - 10 years is typical). Replacing the entire fleet at one time allows lowest bid pricing and continuity for service and replacement parts.

61212	Moveable Equipment	\$245,000	43000	User Fees	\$245,000
-------	--------------------	-----------	-------	-----------	-----------

**Expense Total: \$245,000**

**Revenue Total: \$245,000**



**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

### 503-HH06-Pole Building replacement at Hawthorne Hills Golf Course 40' x 60'

Replace pole building at Hawthorne Hills golf course to increase storage capacity. Increased size will assist with storage needs. The current 21'x42' wooden building is rotting past the point of repair. On-site storage is necessary for full staff access to machinery. May be accomplished with force account labor and equipment.

62105	Buildings	\$30,000	43000	User Fees	\$30,000
-------	-----------	----------	-------	-----------	----------

**Expense Total: \$30,000**

**Revenue Total: \$30,000**



**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

**503-MK03-Golf & Beverage Carts-Mee-Kwon Park Golf Course**

Replace all the golf carts at Mee-Kwon Park Golf Course (moved from 2014 to 2016) . This is approximately half of the total fleet of Golf Carts at the Golf Courses. Systematic replacement of all of the golf carts will assist in maintenance and use of golf carts. Current fleet will have 12 years of use in 2016. (8 - 10 years is typical). Replacing the entire fleet at one time allows lowest bid pricing and continuity for service and replacement parts.

61212	Moveable Equipment	\$245,000	43000	User Fees	\$245,000
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**Expense Total: \$245,000**

**Revenue Total: \$245,000**

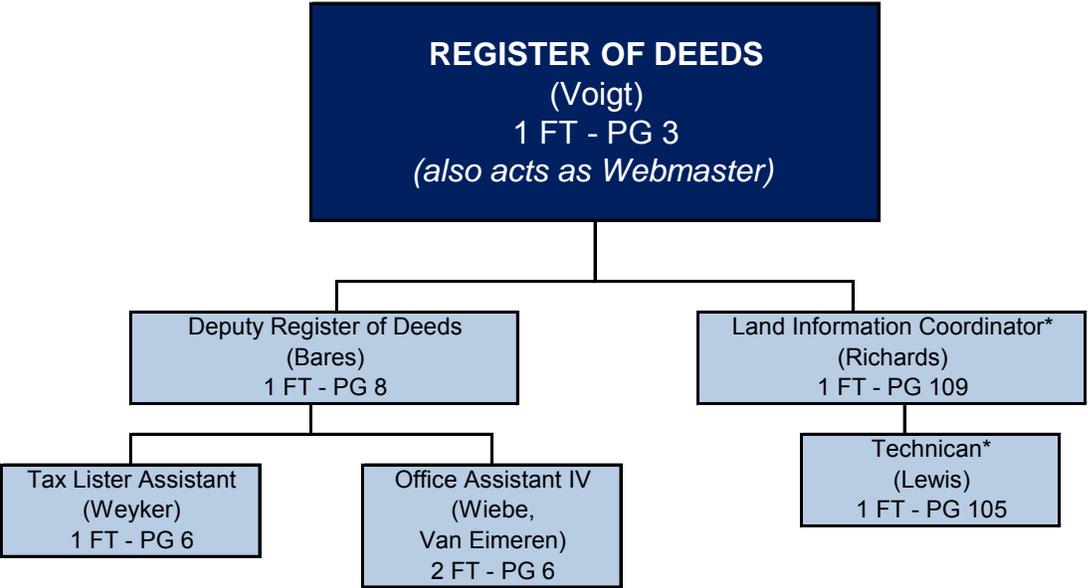


**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

<b>Total Department for 2016:</b>	<b>\$520,000</b>	<b>\$520,000</b>
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**REGISTER OF DEEDS/LAND INFORMATION OFFICE**  
**ORGANIZATIONAL CHART**



\* Revenue Funded Position (partially funded)

**REGISTER OF DEEDS**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 106

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	183,547	187,901	184,616	184,616	127,976	190,450	5,834	3.16%
Fringe Benefits	101,050	100,018	105,099	105,099	68,065	99,706	-5,393	-5.13%
Travel & Training	939	1,185	2,300	2,300	1,255	2,200	-100	-4.35%
Supplies	11,637	1,151	1,200	1,200	474	1,200	0	0.00%
Purchased Services	68,870	115,119	72,200	72,200	93,786	79,750	7,550	10.46%
Interdepartmental Charges	43,066	37,888	34,260	34,260	25,916	35,301	1,041	3.04%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	2	11,131	252	252	17	250	-2	-0.79%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>409,111</b>	<b>454,393</b>	<b>399,927</b>	<b>399,927</b>	<b>317,489</b>	<b>408,857</b>	<b>8,930</b>	<b>2.23%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	749,700	682,599	750,000	750,000	571,665	875,000	125,000	16.67%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	21,375	65,000	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>771,075</b>	<b>747,599</b>	<b>750,000</b>	<b>750,000</b>	<b>571,665</b>	<b>875,000</b>	<b>125,000</b>	<b>16.67%</b>
<b>TAX LEVY</b>	<b>-361,964</b>	<b>-293,206</b>	<b>-350,073</b>	<b>-350,073</b>	<b>-254,176</b>	<b>-466,143</b>	<b>-116,070</b>	<b>33.16%</b>

**LAND INFORMATION OFFICE**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 208

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	67,273	72,976	78,158	78,158	58,105	108,713	30,555	39.09%
Fringe Benefits	29,872	30,075	31,694	31,694	21,209	43,521	11,827	37.32%
Travel & Training	4,186	5,690	5,000	5,000	1,678	5,000	0	0.00%
Supplies	3,363	2,108	5,060	5,060	919	2,300	-2,760	-54.55%
Purchased Services	103,755	50,790	79,200	79,200	6,763	20,230	-58,970	-74.46%
Interdepartmental Charges	5,843	16,132	15,177	15,177	13,748	19,329	4,152	27.36%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	1,647	306	520	520	530	563	43	8.27%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	50,000	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>215,939</b>	<b>178,077</b>	<b>214,809</b>	<b>214,809</b>	<b>152,952</b>	<b>199,656</b>	<b>-15,153</b>	<b>-7.05%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	300	1,000	1,000	1,000	1,000	1,000	0	0.00%
Public Charges for Services	152,846	121,845	134,500	134,500	96,303	149,500	15,000	11.15%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	7	0	0	0	0	50,000	50,000	0.00%
Other Financing Sources	0	0	50,000	50,000	50,000	0	-50,000	-100.00%
<b>TOTAL REVENUES</b>	<b>153,153</b>	<b>122,845</b>	<b>185,500</b>	<b>185,500</b>	<b>147,303</b>	<b>200,500</b>	<b>15,000</b>	<b>8.09%</b>
<b>TAX LEVY</b>	<b>62,786</b>	<b>55,232</b>	<b>29,309</b>	<b>29,309</b>	<b>5,649</b>	<b>-844</b>	<b>-30,153</b>	<b>-102.88%</b>

## REGISTER OF DEEDS/LAND INFORMATION BUDGET HIGHLIGHTS

### EXPENDITURES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
<b>Total Increase/-Decrease</b>			<b>\$0</b>

### REVENUES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
208-1-01-49302-000	Grant	Grant from Wi Land Information Program	\$50,000
208-1-01-43132-000	Revenue	Increase in Recordings	\$34,808
<b>Total Increase/-Decrease</b>			<b>\$84,808</b>

### WAGE & BENEFIT CHANGES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
208-1-01-51101-000	Regular Salaries & Wages	Increase from Intern to Technican	\$55,569
<b>Total Increase/-Decrease</b>			<b>\$55,569</b>

### LEVY REQUEST-REGISTER OF DEEDS

2016 LEVY REQUEST	-\$466,143
OVERALL \$ INCREASE/-DECREASE	-\$116,070
OVERALL % INCREASE/-DECREASE	33.16%

### LEVY REQUEST-LAND INFORMATION

2016 LEVY REQUEST	-\$844
OVERALL \$ INCREASE/-DECREASE	-\$30,153
OVERALL % INCREASE/-DECREASE	-102.88%

# REGISTER OF DEEDS

## MISSION

### Register of Deeds Office:

To provide all services required by law, this includes the following: •To provide an official County Repository and storage for all real estate records, Vital Records, and Military discharges for Ozaukee County Veterans. •To collect, disburse, and accurately account for fees imposed by Wisconsin Statutes and other local and state regulations. •To provide parcel mapping for all Ozaukee County property •To implement statutory changes, system modernization, program and procedure. •To provide accurate assessment rolls to the counties and municipalities. Mission of the Land Information Office: The Ozaukee County Land Information Office is committed to provide high quality data and services to the general public as well as other county departments in the areas of planning, modernization of land records, and land information. We will develop and maintain the county-wide GIS system and support all other county departments using GIS. We will develop and encourage data, cost and knowledge sharing with all levels of local, county, state and federal governments. The Ozaukee County Land Information Office is committed to provide high quality data and services to the general public as well as other county departments in the areas of planning, land information and modernization of land records. We will develop and maintain the county-wide GIS system, a public access portal and support all other county departments using GIS. We will develop and encourage data, cost and knowledge sharing with all levels of local, county, state and federal governments.

### Land Information Office:

The Ozaukee County Land Information Office is committed to provide high quality data and services to the general public as well as other county departments in the areas of planning, modernization of land records, and land information. We will develop and maintain the county-wide GIS system and support all other county departments using GIS. We will develop and encourage data, cost and knowledge sharing with all levels of local, county, state and federal governments. The Ozaukee County Land Information Office is committed to provide high quality data and services to the general public as well as other county departments in the areas of planning, land information and modernization of land records. We will develop and maintain the county-wide GIS system, a public access portal and support all other county departments using GIS. We will develop and encourage data, cost and knowledge sharing with all levels of local, county, state and federal governments.

## GOALS

To provide responsive, efficient, and cost-effective service to customers while maintaining the highest degree of respect, fairness, public trust, and integrity. Such service is balanced to reflect compliance with statutory requirements and the needs of our customers.

## PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Register of Deeds: Maintain description and ownership information of all parcels of property	70.09	This program involves the maintenance of over 35,000 parcel descriptions. The function of this program is to use this information for property map purposes, as well as for updating property tax assessment rolls. Activities include: utilization of property descriptions from real estate recordings, updating relevant rolls and land-information maps.
Maintain information on school and other special district codes	70.09 (2)(a)	Part of the function of the Land Information Office
Real Estate Recording	59.43 and 706.05	This program provides for the registration and recording of ownership, design, location, and description of property in Ozaukee County. Property owners must submit parcel identifier numbers, complete legal description, and real estate transfer information for State law compliance. Activities include assisting landowners with questions regarding compliance, receiving records as well as maintenance of records.
Vital Records	59.43 (1)(b)	This program provides record-keeping functions for Ozaukee County and its citizens. The Register of Deeds maintains records of birth certificates, death certificates, and marriage certificates. This function has been required by State law since 1907. Specific activities relating to this program include: receiving records and updating files as needed, maintaining and preserving documents, assisting researchers as necessary.
Web Development		This program entails the development, design, and maintenance of the County's internet site. The Department has designed the website to cover a diverse set of information, including County department information, history, agendas, minutes, news, Board

**PROGRAMS & SERVICES**

<b>Program</b>	<b>Mandated State Statute #</b>	<b>Description</b>
		Supervisors, economic information, among other information. Specific activities relating to this program include: receiving information for posting, updating and designing internet site, and monitoring links and pages.
<b>Land Information Office:</b> Assign addresses countywide	Internal Policy	The source of address comes from each municipality. This office maintains this information for tax collection and for 911.
Administrative Services	Internal Policy	Maintain a working relationship with local municipalities, State and Federal Agencies for data sharing and cost sharing possibilities. Act as a liaison for the County/Municipal Consortium by offering assistance, knowledge, data development and website design as needed. Assist the public in researching public records; develop custom maps, website navigation and other land information. Assist in financial budgeting and reporting.
Assist with the Acquisition of countywide Digital Orthophotography	Internal Policy	Every five years SEWRPC creates a digital air photo files for each of its seven counties. This office is the keeper and discriminator of these files.
Implement the Land Information Plan	59.72 (3) (b)	Every 5 years, at a minimum, the Ozaukee County Land Information Office is required to update a countywide plan for land records modernization. The 2011 plan has been submitted for approval to the department of administration under s. 16.967 (3) (e).
Maintain GIS website for Public Access of Land Information	69.967	Monitor and enhance the County GIS Website for public access of the County land information. Ensure functionality and efficiency of the site for the convenience of the public. Determine data layers to add to the website and the classification of each dataset, i.e. public access or government/subscriber access. Update datasets in a reasonable timeframe, dependent upon the frequency of data changes.
Maintain historical air photos	Internal Policy	Part of the function of the Land information Office
Maintain Master Street Address Guide MSAG (Shared with Sherriff)	146.70 & Internal Policy	This is to assist Sheriff Department.
Maintain Central Repository of GIS Data and digital orthophotography	Internal Policy	Part of the function of the Land Information Office

**PERFORMANCE MEASUREMENTS**

<b>Activity</b>	<b>Performance Measure</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Documents Recorded	Record all documents within 3 days. No measurement tool available.	21,000	16,000	100%
Vital Records	Review all submitted documents within 3 days of submission	11,000	12,500	100%
Tax Parcels Maintained	Assessment roll updated within two weeks of recording. No measurement tools available.	40,000	40,000	100%
Land Information Product Request Revenue	Creating cost effective products to create a revenue stream.	3,500	6,500	Ongoing
Document management system	Continue to enhance system to make processing more efficient and quicker and easier access to the resources to the public.	Periodic updating by vender with input from Register of Deeds		
Subscriber Access to Register of Deeds systems	Gathering data sets to make this a viable revenue stream	Ongoing		

**PERSONNEL**

<b>Current Positions</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Funded Positions (Paid Positions)	7	7	7
Funded FTE Positions	6.05	6.05	7
<b>Changes for 2016</b>			
Intern Upgrade to Full Time Position as Land Information Assistant, Paygrade 105			

## REGISTER OF DEEDS/LAND INFORMATION PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_  
 Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title	From: Intern	To: GIS Technician
Employee Group	From: _____	To: _____
Pay Grade	From: Misc.-Intern	To: NM105
Hourly Rate	From: \$11.11	To: \$18.55
Annual Working Hours	From: 1040	To: 2080

### BUDGET/FISCAL IMPACT

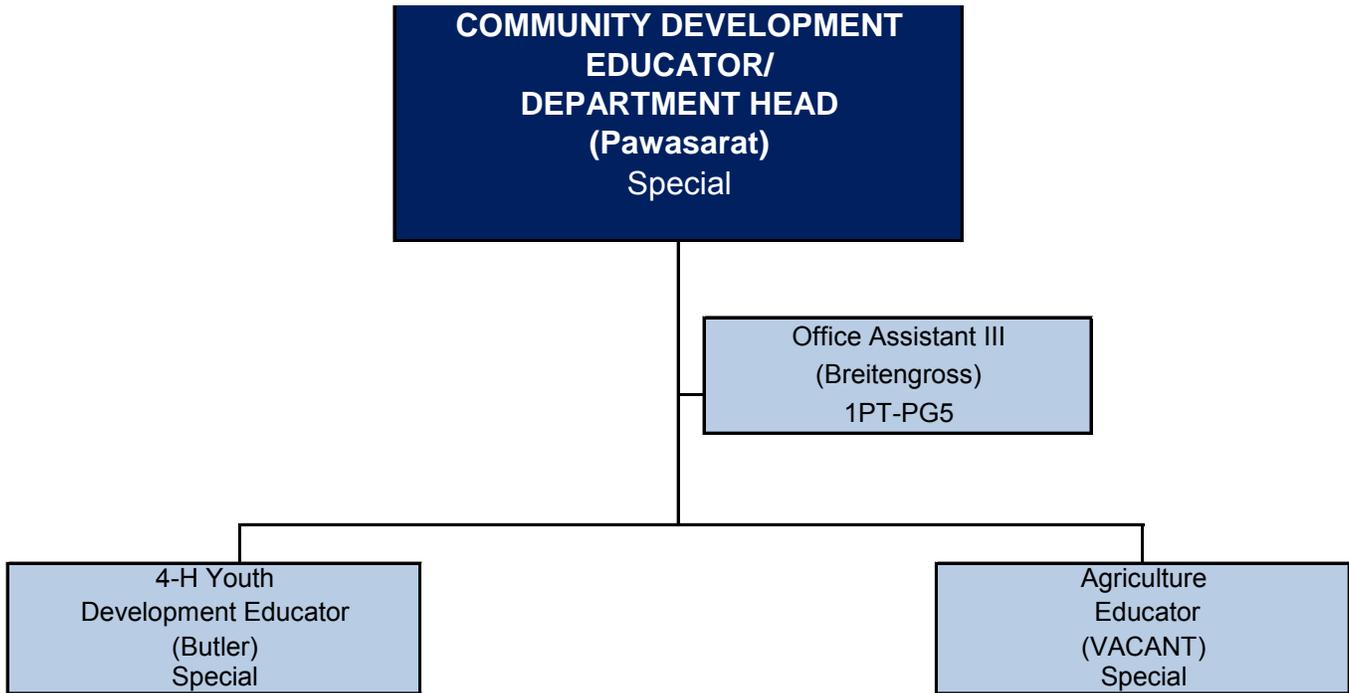
Regular Salary & Wages	\$27,029.60
Overtime	_____
Social Security	\$1,675.84
Medicare	\$391.93
Retirement	\$1,783.95
Health Insurance	\$7,387.20
Life Insurance	\$74.88
Disability Insurance	\$158.16
<b>Subtotal Salary &amp; Benefits</b>	<b>\$38,501.56</b>
Furniture Requirements	\$0.00
Equipment Requirements	\$0.00
<b>Total Annual Expense</b>	<b>\$38,501.56</b>
Funding Amount	\$0.00
<b>Total Fiscal Impact</b>	<b>\$38,501.56</b>
Funding Source	_____
<b>Cost Center(s) Expended</b>	208-1-01 100% %
<b>&amp; Allocations</b>	_____ %
	_____ %
	_____ %
	_____ %

### JUSTIFICATION

The Land Information Office duties have increased due to the County GIS Website which is shared with the local Municipalities in Ozaukee County as well as the development and demand for development of data layers to be displayed on the GIS website. The continuing maintenance of the datalayers within the County is more than a one-staff office can handle, along with the Administrative duties which need to be done. There are many potential datasets, some mandated by the Wisconsin Land Information Program (WLIP) known as the "Fundamental Elements". These fundamental elements are what the Wisconsin Land Information Program deems as must have data layers in order to comply with the Program and continue to receive the Land Information Program Funds retained by the County. In 2016, the Wisconsin Land Information Program will be allocating an additional \$50,000 per year to help the Counties continue to Administer, enhance and maintain the Land Information within the County. The goals and objectives of the Land Information Office to meet these requirements of the WLIP have been clearly defined in the Ozaukee County Land Records Modernization Plan 2011-2016. The majority of the cost of a full time staff will be offset by the distribution of additional revenue from the WLIP and the balance will be paid out of the retained fees from the Wisconsin Land Information Program.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
 Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

**UNIVERSITY EXTENSION OFFICE  
ORGANIZATIONAL CHART**



**UNIVERSITY EXTENSION OFFICE**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
General Fund - 116

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	129,367	120,428	107,904	107,904	92,103	100,450	-7,454	-6.91%
Fringe Benefits	30,381	32,595	14,598	14,598	8,484	14,627	29	0.20%
Travel & Training	3,055	7,945	11,500	11,500	3,231	11,500	0	0.00%
Supplies	4,226	11,862	5,600	5,600	2,775	5,550	-50	-0.89%
Purchased Services	776	359	1,500	1,500	111	1,046	-454	-30.27%
Interdepartmental Charges	22,877	23,519	31,701	31,701	17,522	32,882	1,181	3.73%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	611	785	1,491	1,491	779	1,691	200	13.41%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>191,293</b>	<b>197,493</b>	<b>174,294</b>	<b>174,294</b>	<b>125,005</b>	<b>167,746</b>	<b>-6,548</b>	<b>-3.76%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	2,021	0	8,890	8,890	6,363	3,890	-5,000	-56.24%
Public Charges for Services	929	680	1,300	1,300	0	400	-900	-69.23%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	2,469	2,619	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>5,419</b>	<b>3,299</b>	<b>10,190</b>	<b>10,190</b>	<b>6,363</b>	<b>4,290</b>	<b>-5,900</b>	<b>-57.90%</b>
<b>TAX LEVY</b>	<b>185,874</b>	<b>194,194</b>	<b>164,104</b>	<b>164,104</b>	<b>118,642</b>	<b>163,456</b>	<b>-648</b>	<b>-0.39%</b>

## UNIVERSITY EXTENSION BUDGET HIGHLIGHTS

### EXPENDITURES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
<b>Total Increase/-Decrease</b>			<b>\$0</b>

### REVENUES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
116-1-01-42390-001	St Aid - Green Initiative	Grant funding ended for Energy Intern	-\$5,000
<b>Total Increase/-Decrease</b>			<b>-\$5,000</b>

### WAGE & BENEFIT CHANGES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
116-1-01-42390-001	St Aid - Green Initiative	Grant funding ended for Energy Intern	-\$7,454
<b>Total Increase/-Decrease</b>			<b>-\$7,454</b>

### LEVY REQUEST

2016 LEVY REQUEST	<b>\$163,456</b>
OVERALL \$ INCREASE/-DECREASE	<b>-\$648</b>
OVERALL % INCREASE/-DECREASE	<b>-0.39%</b>

# UNIVERSITY EXTENSION

## MISSION

UW-Extension represents a partnership between the University of Wisconsin system and Ozaukee County. UW-Extension faculty and staff members serve the people of Ozaukee County through practical application of research-based knowledge and information utilizing multiple delivery methods.

## GOALS

UW-Extension thrives to be a well-known and sought-out educational resource that reflects the diverse educational needs and residents of Ozaukee County.

## PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Agricultural Production Education	ATCP 29.27	This program provides educational programming and individual assistance to Ozaukee, Washington and Sheboygan County farmers. Programming aims to increase productivity and profitability of area farmers, through the use of University of Wisconsin research. Specifically, programs offer instructional and technical assistance in the areas of: dairy facility design and improvement, soil fertility management, farm financial management, crop production, and pesticide private applicator training.
Horticulture		This program has the goal of increasing agricultural awareness and knowledge of the environment among citizens of the County. This program focuses on enhancing understanding of horticulture through educational programs, and connecting community members engaged in gardening and horticulture with one another to maximize the attainment of knowledge. Specific activities of this program include: training sessions and certifications relating to horticulture, as well as individual assistance to citizens. Some certifications, provided through the University Extension, require newly certified students to volunteer time to the community to advance this knowledge.
Youth Livestock Programs		This program functions to enhance youths understanding of livestock growth and development, and the importance of livestock in the field of agriculture. This is achieved through educational programs conducted by the 4-H Livestock Association. The association conducts a number of instructional events, as well as competitions to develop leadership skills in county youth.
Leadership & Skill Development for Youth		The program focuses on building leadership, citizenship, and life skills in youth. Hundreds of trained adult volunteers partner with youth to encourage youth to be contributing members of society. Specific activities of this program include youth led community clubs, educational projects, community service projects, and countywide programming.
Volunteer Development		Volunteers provide a variety of services that benefit the youth and adults of Ozaukee County. UW-Extension requires volunteers to conduct the 4-H Youth Development program. Recruitment, training and support are ongoing needs of volunteer driven programs and continue on a year round basis.
Economic Development		Educational programming in economic development is designed to enhance local economic health, business development, stable employment and quality of life through collaboration with partner organizations including Ozaukee Economic Development, local Chambers of Commerce, and local governments.
Leadership and Organizational Development		Educational programming in leadership and organizational development is designed to facilitate collaboration, local leadership development and community-based problem-solving.

**PROGRAMS & SERVICES**

<b>Program</b>	<b>Mandated State Statute #</b>	<b>Description</b>
Natural Resources		This program area includes planning, implementation, and evaluation of Leaders for Ozaukee's Next Generation as well as strategic planning facilitation for local organizations and groups. Educational programming in natural resources is designed to deliver training and education on environmental resources, energy management and land use.
Local Government Education		Educational programming in strengthening local governments is designed to offer educational resources for civic engagement and partnerships in local government decision-making.

**PERFORMANCE MEASUREMENTS**

<b>Activity</b>	<b>Performance Measure</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
UW-Extension Educational Programming	Provide educational programming based on constituent input and local needs.			Continue to meet measure
Agricultural Production Education	Percent of agriculture program participants indicating an increase in knowledge, awareness, and/or skills from agriculture programs.			90%
Horticulture Education	Percent of horticulture program participants indicating an increase in knowledge, awareness, and/or skills from horticulture programs.			90%
Leadership & Skill Development for Youth	Percent of youth program participants indicating an increase in knowledge, awareness, and/or skills in leadership and skill development programs.			90%
4H Volunteer Development	Percent of adult volunteers indicating an increase in knowledge of 4H essential elements and experiential learning.			90%
4H Enrollment	Increase in 4H enrollment from previous year			5%
Community Development Education	Percent of community development partners and program participants indicating an increase in knowledge, awareness, and/or skills from educational programs.			90%
Community Development Education	Percent of community development partners and program participants indicating an increase in decision-making abilities from educational programs.			90%

**PERSONNEL**

<b>Current Positions</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Funded Positions (Paid Positions)	4	4	4
Funded FTE Positions	3.5	3.5	3.7

**Changes for 2016**

Community Research Development Educator promoted to Extension Agent Department Head.  
No Intern budgeted for 2016.

# PUBLIC SAFETY



## PUBLIC SAFETY COMMITTEE

PAUL MELOTIK, CHAIRPERSON  
 GLENN STUMPF, VICE CHAIRPERSON  
 GERALD WALKER  
 DAVID LARSEN  
 JUSTIN STROM

Tim Deppisch	Coroner	Justice Center	262-284-8455
Adam Gerol	District Attorney	Justice Center	262-238-8380
James Johnson	Sheriff	Justice Center	262-238-8497
Mary Lou Mueller	Clerk of Circuit Court	Justice Center	262-238-8409

**ADMINISTRATION CENTER**  
 121 W. Main St  
 Port Washington, WI 53074  
 (262) 284-9411

**JUSTICE CENTER**  
 1201 S. Spring St.  
 Port Washington, WI 53074  
 (262) 284-9411

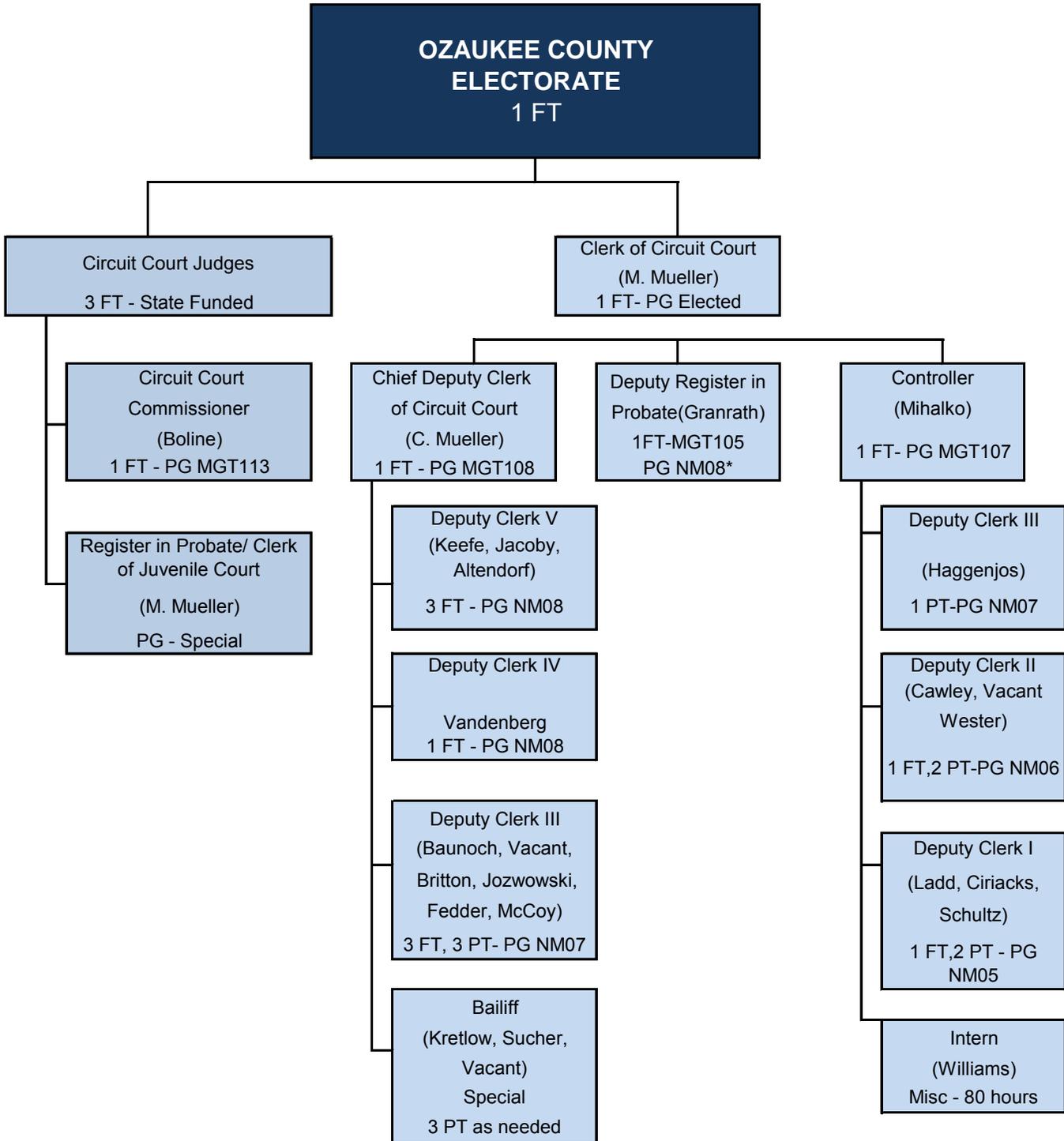
**HIGHWAY DEPARTMENT**  
 410 S. Spring St.  
 Port Washington, WI 53074  
 (262) 284-8331

**TRANSIT CENTER**  
 410 S. Spring St.  
 Port Washington, WI 53074  
 (262)284-8108

**LASATA CARE CENTER**  
 W76N677 Wauwatosa Rd  
 Cedarburg, WI 53012  
 (262) 377-5060

<http://www.co.ozaukee.wi.us>

**CIRCUIT COURT - CLERK OF COURTS  
ORGANIZATIONAL CHART**



**CLERK OF COURTS**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 110

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	761,467	809,512	844,274	844,274	560,660	868,317	24,043	2.85%
Fringe Benefits	276,034	273,395	298,744	298,744	201,469	298,362	-382	-0.13%
Travel & Training	1,905	4,802	4,500	4,500	2,526	4,500	0	0.00%
Supplies	14,287	19,038	19,000	19,000	9,780	17,000	-2,000	-10.53%
Purchased Services	354,816	376,046	372,000	372,000	273,638	387,573	15,573	4.19%
Interdepartmental Charges	25,308	27,901	22,900	22,900	15,525	22,300	-600	-2.62%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	9,221	14,110	8,621	8,621	11,548	10,121	1,500	17.40%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>1,443,038</b>	<b>1,524,804</b>	<b>1,570,039</b>	<b>1,570,039</b>	<b>1,075,146</b>	<b>1,608,173</b>	<b>38,134</b>	<b>2.43%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	274,246	274,258	245,612	245,612	310,101	245,612	0	0.00%
Public Charges for Services	438,431	432,660	446,100	446,100	293,053	453,500	7,400	1.66%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	51,234	51,070	53,000	53,000	34,450	53,000	0	0.00%
Fines, Forfeitures & Penalties	229,967	237,528	258,000	258,000	163,322	258,000	0	0.00%
Licenses & Permits	8,220	8,020	7,000	7,000	7,225	7,000	0	0.00%
Interest Income	68,131	48,528	81,500	81,500	27,212	61,500	-20,000	-24.54%
Other Revenues	6,115	5,710	6,000	6,000	3,869	6,000	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>1,076,344</b>	<b>1,057,774</b>	<b>1,097,212</b>	<b>1,097,212</b>	<b>839,232</b>	<b>1,084,612</b>	<b>-12,600</b>	<b>-1.15%</b>
<b>TAX LEVY</b>	<b>366,694</b>	<b>467,030</b>	<b>472,827</b>	<b>472,827</b>	<b>235,914</b>	<b>523,561</b>	<b>50,734</b>	<b>10.73%</b>

## CLERK OF COURTS BUDGET HIGHLIGHTS

### EXPENDITURES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
110-1-01-54109-000	Attorney Expenses	Increased usage of court appointed attorneys in juvenile cases	\$10,000
110-1-01-54116-000	Psychiatry Psychology	Decreased usage in non commitment cases	-\$2,000
110-1-01-54116-001	Chapter 51 Examinations	Increased ME case filings	\$2,500
110-1-01-54205-000	Telephone	Increased allocation from Finance	\$5,130
110-1-01-55114-000	Sheriff Jury Meals	Omitted as we no longer supply meals for non-deliberating juries	-\$1,200
<b>Total Increase/-Decrease</b>			<b>\$14,430</b>

### REVENUES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
110-1-01-43146-001	GAL Reimbursement	Increase due to improved collections/SDC program	\$8,000
110-1-01-43148-001	File Fees	Decrease based on previous years trends	-\$4,100
110-1-01-48130-002	Interest Revenue	Decrease due to lower statutory interest rates	-\$20,000
<b>Total Increase/-Decrease</b>			<b>-\$16,100</b>

### WAGE & BENEFIT CHANGES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
110-1-01-51101-000	Regular Salaries	Fedder - pay grade change/hours reduced	-\$5,764
110-1-01-51101-000	Regular Salaries	Mihalko - pay grade change (MGT107)	\$3,016
110-1-01-51101-000	Regular Salaries	Vacancy upgrade from Deputy Clerk I to III, increased hours	\$8,325
110-1-01-51103-000	Temporary Salaries	Replace bonus for Deputy Clerk V's with paygrade change	-\$3,000
<b>Total Increase/-Decrease</b>			<b>\$2,577</b>

### LEVY REQUEST

2016 LEVY REQUEST	<b>\$523,561</b>
OVERALL \$ INCREASE/-DECREASE	<b>\$50,734</b>
OVERALL % INCREASE/-DECREASE	<b>10.73%</b>

# CLERK OF COURTS

## MISSION

It is the mission of the Office of the Clerk of Circuit Court of Ozaukee County to serve the citizens of Ozaukee County and the participants in the judicial system in an efficient, effective, and ethical manner to enhance the public confidence in the Circuit Courts while striving for a cost-conscious operating budget.

## GOALS

To provide prompt, user-supportive, and appropriate forums/environment for the types of disputes that need to be resolved while operating efficiently and effectively with integrity, compassion, fairness, and consistency.

## PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
<b>Administrative Services</b> <ul style="list-style-type: none"> <li>▪ Management</li> <li>▪ Court Commissioner</li> <li>▪ Financials</li> <li>▪ Collections</li> <li>▪ Condemnation Committee</li> <li>▪ Interpreters</li> <li>▪ Reporting to State and County</li> <li>▪ Witness Services</li> </ul>	Chapters 19,23, 32,59,71,345 32, 59 71, 343, 427, 753, 757, 758, 767, 778, 814, 885,895,938, 950, 973, Supreme Court Rule 72	<p><b>Clerk of Court-</b> The Clerk of Circuit Court is an elected official. Discharge and assist in the discharge of Clerk of Circuit Court, Register in Probate and Juvenile Clerk duties. Manage workforce.</p> <p><b>Administrative Services-</b> Calendar all court proceedings. Keep court papers, books and records properly deposited with them. Keep a court record of all actions before the court. Keep a minute record for all actions before the court with the exception of actions under § 799. Keep a judgment and lien docket. Keep an index of all proceedings. Keep record of all payments, registers of officials.</p> <p><b>Financials-</b> Enter proper court surcharges, assessments and restitution as ordered by the court. Seek reimbursement from individuals and state and county agencies as allowed by law. Maintain records of funds placed in trust with the court and disburse trust funds as court ordered.</p> <p><b>Collections-</b> Shall collect fees that are prescribed. Contract debt collector.</p> <p><b>Condemnation Committee-</b> A committee comprised of county resident appointees regarding eminent domain within the county.</p> <p><b>Interpreter-</b> To provide qualified interpreters for litigants, witnesses, victims and specified others.</p> <p><b>Report to State/County-</b> Pay monthly to the treasurer the state percentage of cost, fees and surcharges imposed under § 814. Pay monthly to the treasurer for jail assessment surcharge.</p> <p><b>Witness Services-</b> To ensure victims and witnesses of crime are treated with dignity, respect, courtesy and sensitivity; and that the rights extended in this chapter to victims and witnesses of crime are honored and protected by law enforcement agencies, prosecutors and judges in a manner no less vigorous than the protections afforded criminal defendants.</p>
<b>Judicial Services</b> <ul style="list-style-type: none"> <li>▪ Judicial Assistants</li> <li>▪ Law Library</li> <li>▪ Deputy Clerk Administrative Services- Judicial</li> <li>▪ Guardian ad Litem</li> <li>▪ Jury</li> </ul>	Chapters 757, 758, Supreme Court Ruling 35-36 Article 3 US Constitution, 753, 756, 785, 805, 972, Supreme Court Ruling 73	<p><b>Judicial Assistant-</b> Assist the judge with administrative duties that are not Clerk of Circuit Court, Register in Probate or Juvenile Clerk duties.</p> <p><b>Law Library-</b> Provide law books to the circuit judge as he/she deems desirable for their circuit not to exceed \$1500 annually.</p> <p><b>Guardian at Litem-</b> The court appoints a Guardian at Litem (GAL) for any interested person who is a minor or an individual adjudicated incompetent, alleged incompetent, or a person not in being or presently unascertainable.</p>

## PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
<b>Family Court Services</b>	Chapters 49, 69, 757, 766 767, 769, 785, 885, 887, 889, 901-911	<p><b>Jury-</b> Jury trial is a legal proceeding in which a jury either makes a decision or makes findings of fact which are then applied by a judge.</p> <p><b>Mediation-</b> A party who wants to have issues concerning a legal custody or physical placement situation may request an order from the court that would require the parties to participate in mediation of those issues.</p> <p><b>Family Court Commissioner-</b> In paternity actions, conduct initial appearances and pretrial proceedings and issue child abuse temporary restraining orders. In family matters, conduct stipulated and default divorce hearings, temporary hearings, and hearings to enforce child support and/or maintenance; make annual adjustments in child support; conduct domestic abuse hearings, issue domestic abuse temporary restraining orders and injunctions; and such other ad ministerial duties as allowed by statute and authorized by the Circuit Judges for Ozaukee County.</p>
<ul style="list-style-type: none"> <li>▪ Family Mediation</li> <li>▪ Family Court Commissioner</li> <li>▪ Family Court Services</li> <li>▪ Family Law Assistance Center</li> </ul>		<p><b>Family Court Services-</b> Employ and supervise staff that provide mediation services in family matters before the circuit court.</p>
<b>Civil</b>	United States Constitution, Amendment 5&7, Wisconsin Constitution Article 1, § 5, Chapters 49, 69, 343, 345, 346, 348, 350, 351, 766, 767, 769, 775, 778, 779, 780, 784, 785, 799, 800, 801-847, 885, 887, 889, 901-911	<p><b>Civil-</b> A large claims case commences by the filing of a summons and complaint in which one private individual or business sues another to protect, enforce, or redress private or civil rights. The party brings the case for money damages against a defendant or third party for causing physical or emotional injuries. This type of case is resolved either by default judgment, motion for summary judgment, court trials, or jury trial.</p> <p><b>Family-</b> A court that has jurisdiction and often advisory powers over domestic disputes involving the rights and duties of husband, wife, parent, or child especially in matters of affecting the support, custody, and welfare of children.</p> <p><b>Foreclosure/Deeds-</b> In actions for the foreclosure of mortgages upon real estate, if the plaintiff recovers, the court shall render judgment of foreclosure and sale, of the mortgaged premises or so much of the premises as may be sufficient to pay the amount adjudged to be due upon the mortgage and obligation secure by the mortgage, with costs.</p> <p><b>Garnishment-</b> A garnishment is a means of collection a monetary judgment against a defendant by ordering a third party (the garnishee) to pay money, otherwise owed to the defendant, directly to the plaintiff. In the case of collecting for taxes, the law of a jurisdiction may allow for collection without a judgment or other court order.</p> <p><b>Occupational Licenses-</b> Occupational licenses/restricted driver's license may be granted by the court under specific conditions as provided by law.</p> <p><b>Paternity-</b> Court proceedings to determine the biological father of a person.</p> <p><b>Small Claims-</b> An action filed for money damage, the return of property (called replevin), eviction of tenants, arbitration, confirmation, and garnishments.</p> <p><b>Traffic-</b> A citation is issued by a law enforcement official to a motorist or other road user accusing violation of traffic laws. A traffic ticket constitutes a notice that a penalty, such as a fine or deduction of points, has been or will be assessed against the</p>
<ul style="list-style-type: none"> <li>▪ Civil</li> <li>▪ Civil Forfeiture</li> <li>▪ Family</li> <li>▪ Foreclosure/Deeds</li> <li>▪ Garnishment</li> <li>▪ Occupation License</li> <li>▪ Paternity</li> <li>▪ Small Claims</li> <li>▪ Traffic</li> </ul>		

**PROGRAMS & SERVICES**

Program	Mandated State Statute #	Description
<b>Criminal</b>	United States Constitution Amendment 5-6, Wisconsin Constitution Article 1 § 5-9m, Chapters 781, 782, 783, 818, 885, 887, 889, 901-911, 939-951, 967-980	driver or owner of a vehicle; failure to pay generally leads to prosecution or to civil recovery procedures for the fine. In others, the ticket constitutes only a citation and summons to appear to traffic court, with a determination of guilt to be made only in court.
<ul style="list-style-type: none"> <li>▪ Criminal</li> <li>▪ Search Warrants</li> </ul>		<p><b>Criminal-</b> The process through which criminal laws are enforced. Crimes are categorized as felonies or misdemeanors based on their nature and the maximum punishment that can be imposed. A felony involves serious misconduct that is punishable by imprisonment for more than one year. A misdemeanor is conduct for which the law prescribes punishment of no more than one year in prison.</p> <p><b>Search Warrants-</b> Search warrants are sought by law enforcement in an effort to gain evidence in a possible criminal matter.</p>
<b>Juvenile</b>	Chapters 48, 125, 254, 785, 938	<p><b>CHIPS/JIPS-</b> cases involve children or juveniles in need of protective services. The court supervises and works with other departments and agencies to prepare a plan for placement, reunification, or another type of permanency plan to care for a child and their needs.</p>
<ul style="list-style-type: none"> <li>▪ Children in Need of Protective Services (CHIPS)</li> <li>▪ Juvenile Delinquencies</li> <li>▪ Juvenile Ordinances</li> <li>▪ Juveniles in need of Protective Services (JIPS)</li> <li>▪ Termination of Parental Rights (TPR)</li> </ul>		<p><b>Juvenile Delinquencies-</b> Matters involving children who have committed a law violation that would be considered a crime if committed by an adult.</p> <p><b>Juvenile Ordinances-</b> Violation of civil or state ordinances by juveniles.</p> <p><b>Termination of Parental Rights-</b> Termination of parental rights is a court order that permanently severs the legal parent-child relationship when the court finds one or both parents to be unfit, or when one or both parents give up their parental rights so that an adoption can take place. Rights can be terminated voluntarily or involuntarily.</p>
<b>Probate</b>	Chapters 48, 51, 54, 55, 69, 154-155, 701, 766, 770, 785, 786, 851-881 882, 885, 887, 889, 901-911	<p><b>Adoption-</b> A two-step judicial process in conformance to state statutory provisions in which the legal obligations and rights of a child toward the biological parents are terminated and new rights and obligations are created between the child and the adoptive parents.</p>
<ul style="list-style-type: none"> <li>▪ Adoption</li> <li>▪ Advance Directives</li> <li>▪ Civil Commitments</li> <li>▪ Conservatorships</li> <li>▪ Guardianship</li> <li>▪ Probate</li> <li>▪ Protective Placement</li> <li>▪ Trusts</li> <li>▪ Wills- No Probate</li> <li>▪ Wills for Safekeeping</li> </ul>		<p><b>Advance Directives-</b> Original Health Care power of attorney or Declaration to Physician (also known as Living Will) may be filed for safekeeping with the Office of the Register in Probate.</p> <p><b>Civil Commitments-</b> Civil commitment is the process of establishing criteria for determining when court-ordered treatment is appropriate for individuals with alleged mental illness who are too ill to seek care voluntarily.</p> <p><b>Conservatorship-</b> Conservatorship is a matter that is brought before the court at an individual's request under s. 54.76 (2) to have an individual appointed to manage the estate of the petitioner.</p> <p><b>Guardianship-</b> A guardianship is a legal proceeding in the circuit court in which a guardian is appointed to exercise the legal rights of an incompetent or minor person.</p> <p><b>Probate-</b> Probate is the legal process of administering the estate of a deceased person by resolving all claims and distributing the deceased person's property under the valid will. A probate</p>

**PROGRAMS & SERVICES**

<b>Program</b>	<b>Mandated State Statute #</b>	<b>Description</b>
		interprets the instructions of the deceased, decides the executor as the personal representative of the estate, and adjudicates the interests of heirs and other parties who may have claims against the estate.
		<b>Protective Placement-</b> Protective placement means a court ordered placement that is made to provide for the care and custody of an individual.
		<b>Trusts-</b> A testamentary trust is a trust which arises upon the death of the testator, and which is specified in his or her will. The court supervises the trust.
		<b>Wills-</b> Original Wills of living persons may be deposited for safe keeping with the Register in Probate. Original Wills of decedents must be filed with the Register in Probate regardless of the need for a Probate administration.
<b>Records</b>	Chapters 9, 10, 48, 757,	<b>Appeals-</b> To have a court decision reviewed in an appellate court by appeal or writ of authorized by law of a judgment or order of circuit court. Appellate court means supreme court of the court of appeals. In certain cases a municipal court decision can be appealed to the circuit court.
▪ Appeals	778,779, 780,	<b>Civil Lien Index-</b> A wide range of encumbrances granted by the court to secure the payment of a debt.
▪ Civil Lien Index	797, 806, 809,	FJ (Foreign judgment)
▪ Judgments	813, 851, 885,	HL (Hospital lien)
▪ Records	887, 889, 895,	JE (Judgment for eviction)
	901-911, 938,	JM (Judgment for money)
	967, 973, 977,	JR (Judgment for replevin)
	Supreme Court	OT (Other)
	Ruling 72	TJ (Transcript of judgment)
		TW (Delinquent tax warrant)
		UB (Unemployment comp benefit warrant)
		UT (Delinquent unemployment tax warrant)
		<b>Judgments-</b> Enter judgments as rendered by the court.
		<b>Records-</b> Keep all records related to the Circuit Court for the Clerk of Circuit Court, Register in Probate and the Juvenile Clerk in accordance of statutory requirements.

**PERFORMANCE MEASUREMENTS**

<b>Activity</b>	<b>Performance Measure</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Criminal/Traffic	<b>Objective 1:</b> Utilize installed video equipment to improve efficiencies for the Courts and multiple justice partners, reduce security threats, create a better court experience for litigants, and reduce transport and security personnel expenses. <u>Key Outcome Indicators:</u> Increase the number of court events in which a video conference is used in Criminal/Traffic (as captured in CCAP).	658	405 actual	750
Video Conference Events			as of 07/1/2015	
Juvenile Video Conference Events	<b>Objective 1:</b> Utilize installed video equipment to improve efficiencies for the Courts and multiple justice partners, reduce security threats, create a better	28	8 actual as of 07/01/2015	50

## PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
	court experience for litigants, and reduce transport and security personnel expenses. <u>Key Outcome Indicators:</u> Increase the number of court events in which a video conference is used in Juvenile Courts (as captured in CCAP).			
Civil-Large Claim Cases eFiled or Converted	<b>Objective 2:</b> Continue to expand CCAP eFiling to provide increased accessibility, convenience and security for litigants, attorneys and our justice partners, in addition to enhancing productivity and cost savings in the Clerk's Office. <u>Key Outcome Indicators:</u> Increase the number of cases filed through eFiling by litigants, attorneys and justice partners.	19	37 as of 07/01/2015	70
Civil-Small Claim Cases eFiled or Converted	<b>Objective 2:</b> Continue to expand CCAP eFiling to provide increased accessibility, convenience and security for litigants, attorneys and our justice partners, in addition to enhancing productivity and cost savings in the Clerk's Office. <u>Key Outcome Indicators:</u> Increase the number of cases filed through eFiling by litigants, attorneys and justice partners.	28	33 as of 07/01/2015	50
Family Cases eFiled or Converted	<b>Objective 2:</b> Continue to expand CCAP eFiling to provide increased accessibility, convenience and security for litigants, attorneys and our justice partners, in addition to enhancing productivity and cost savings in the Clerk's Office. <u>Key Outcome Indicators:</u> Increase the number of cases filed through eFiling by litigants, attorneys and justice partners.	N/A	N/A	70
Paternity Cases eFiled or Converted	<b>Objective 2:</b> Continue to expand CCAP eFiling to provide increased accessibility, convenience and security for litigants, attorneys and our justice partners, in addition to enhancing productivity and cost savings in the Clerk's Office. <u>Key Outcome Indicators:</u> Increase the number of cases filed through eFiling by litigants, attorneys and justice partners.	N/A	N/A	1000
	<b>Objective 2:</b> Continue to expand CCAP eFiling to provide increased accessibility, convenience and security for litigants, attorneys and our justice partners, in addition to enhancing productivity and cost savings in the Clerk's Office. <u>Key Outcome Indicators:</u> Increase the number			
Criminal Cases eFiled or Converted	<b>Objective 2:</b> Continue to expand CCAP eFiling to provide increased accessibility, convenience and security for litigants, attorneys and our justice partners, in addition to enhancing productivity and cost savings in the Clerk's Office. <u>Key Outcome Indicators:</u> Increase the number	28	33	50

## PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
	of cases filed through eFiling by litigants, attorneys and justice partners.			
Document Imaging	<b>Objective 3:</b> Continue documenting imaging in an effort to improve court operations, expand services to litigants, increase operational efficiencies, and accommodate information sharing throughout the justice system. <u>Key Outcome Indicators:</u> Number of documents scanned for all new and pending cases files and for all closed files.	142,932/ 200,000	75,437/ 200,000	200,000
# of on-line Juror Exit Surveys	<b>Objective 4:</b> Continue to promote the use of self-service tools on the Department's website to address customer needs, reduce staff time dedicated to customer related activities, and increase access to the Courts. <u>Key Outcome Indicators:</u> Number of on-line Juror Exit Surveys received and visits to the Clerk of Courts page.		36/0	100
# of visitors to COC Web Page	<b>Objective 4:</b> Continue to promote the use of self-service tools on the Department's website to address customer needs, reduce staff time dedicated to customer related activities, and increase access to the Courts. <u>Key Outcome Indicators:</u> Number of on-line Juror Exit Surveys received and visits to the Clerk of Courts page.	0	7,894/0	16,000
Assessments created	<b>Objective 5:</b> Systematically apply payment enforcement procedures in an effort to collect court ordered financial obligations for mediation, family studies and court appointed Guardian Ad Litem (GAL) services. <u>Key Outcome Indicators:</u> Use financial assessments and payment plans created in CCAP with greater oversight to manage court ordered financial payments resulting in a reduction in county paid GAL costs.	334	204/0	350
Payment plans established	<b>Objective 5:</b> Systematically apply payment enforcement procedures in an effort to collect court ordered financial obligations for mediation, family studies and court appointed Guardian Ad Litem (GAL) services. <u>Key Outcome Indicators:</u> Use financial assessments and payment plans created in CCAP with greater oversight to manage court ordered financial payments resulting in a reduction in county paid GAL costs.	210/0	101/0	250

**PERFORMANCE MEASUREMENTS**

<b>Activity</b>	<b>Performance Measure</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
GAL expenses recouped	<b>Objective 5:</b> Systematically apply payment enforcement procedures in an effort to collect court ordered financial obligations for mediation, family studies and court appointed Guardian Ad Litem (GAL) services. <u>Key Outcome Indicators:</u> Use financial assessments and payment plans created in CCAP with greater oversight to manage court ordered financial payments resulting in a reduction in county paid GAL costs.	\$ 159,490	\$ 89,708 as of 07/1/2015	\$ 160,000
Assessments created (all case types)	<b>Objective 6:</b> Utilize all collection tools including; Warrants, Suspensions, Wisconsin Tax Refund Interception Program (TRIP), Wisconsin State Debt Collection (SDC). <u>Key Outcomes Indicators:</u> Increased number of assessments paid.	11,040	5,123 as of 07/1/2015	12,500
Paid	<b>Objective 6:</b> Utilize all collection tools including; Warrants, Suspensions, Wisconsin Tax Refund Interception Program (TRIP), Wisconsin State Debt Collection (SDC). <u>Key Outcomes Indicators:</u> Increased number of assessments paid.	7,336	2,693 as of 07/1/2015	8750
Accounts paid w/TRIP	<b>Objective 6:</b> Utilize all collection tools including; Warrants, Suspensions, Wisconsin Tax Refund Interception Program (TRIP), Wisconsin State Debt Collection (SDC). <u>Key Outcomes Indicators:</u> Increased number of assessments paid.	752	586 as of 07/1/2015	600
Amount paid w/TRIP	<b>Objective 6:</b> Utilize all collection tools including; Warrants, Suspensions, Wisconsin Tax Refund Interception Program (TRIP), Wisconsin State Debt Collection (SDC). <u>Key Outcomes Indicators:</u> Increased number of assessments paid.	\$189,877	\$143,572 as of 07/1/2015	\$ 150,000
Assessments paid w/SDC	<b>Objective 6:</b> Utilize all collection tools including; Warrants, Suspensions, Wisconsin Tax Refund Interception Program (TRIP), Wisconsin State Debt Collection (SDC). <u>Key Outcomes Indicators:</u> Increased number of assessments paid.	n/a	n/a	250
Amount paid w/SDC	<b>Objective 6:</b> Utilize all collection tools including; Warrants, Suspensions, Wisconsin Tax Refund Interception Program (TRIP), Wisconsin State Debt Collection (SDC). <u>Key Outcomes Indicators:</u> Increased number of assessments paid.	n/a	n/a	\$20,000

**PERSONNEL**

<b>Current Positions</b>	<b>Adopted 2014</b>	<b>Proposed 2015</b>	<b>Target 2016</b>
Funded Positions (Paid Positions)	24	26	26
Funded FTE Positions	17.71	18.49	18.62
<b>Changes for 2016</b>		<b>2015</b>	<b>2016</b>
Deputy Clerk IV to Deputy Clerk V (3) Keefe, Altendorf and Jacoby		NM08	106
Deputy Clerk IV to Deputy Clerk III - Fedder (and decreased hours)		NM08	NM07
Deputy Clerk I to Deputy Clerk III – Vacant (and increased hours)		NM05	NM07
Deputy Clerk of Courts to Chief Deputy Clerk of Courts		108	108

**CLERK OF COURTS  
PERSONNEL CHANGE REQUEST**

**DENIED**

Employee Name *(change only)* \_\_\_\_\_

Effective Date \_\_\_\_\_

**POSITION REQUEST - NEW**

Position Title \_\_\_\_\_

Employee Group \_\_\_\_\_

Pay Grade \_\_\_\_\_

Annual Working Hours \_\_\_\_\_

**POSITION REQUEST - CHANGE**

Position Title From: Deputy Clerk IV To: Deputy Clerk V

Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_

Pay Grade From: NM08 To: 106

Hourly Rate From: \$24.10 To: \$24.47

Annual Working Hours From: \_\_\_\_\_ To: \_\_\_\_\_

**BUDGET/FISCAL IMPACT**

Regular Salary & Wages	\$	<u>769.60</u>
Social Security	\$	<u>47.72</u>
Medicare	\$	<u>11.16</u>
Retirement	\$	<u>53.87</u>
Health Insurance		
Life Insurance	\$	<u>0.15</u>
Disability Insurance	\$	<u>3.39</u>
<b>Subtotal Salary &amp; Benefits</b>	\$	<u>885.89</u>
Furniture Requirements		
Equipment Requirements		
<b>Total Annual Expense</b>	\$	<u>885.89</u>
Funding Amount		
<b>Total Fiscal Impact</b>	\$	<u>885.89</u>
Funding Source		

**JUSTIFICATION**

Previously, there has been no distinction of Deputy Clerks that have the additional responsibilities of judicial assistant to a judge. The Wisconsin Supreme Court has defined these additional duties to include: type opinions, correspondence, and decisions; prepare reports, dispositions, memoranda, agendas, jury instructions, orders, and notices, assist with calendar management including scheduling of court hearings, trials, conferences, legal appointments, meetings, and activities of the judge and holding scheduling conferences, assist with file and record acquisitions, organize and maintain judge's files and records, post court calendar daily, update weekly calendar, maintain judge's law library, act as receptionist in answering telephones, handling visitors, and processing mail, requisition office supplies and contact attorneys and parties concerning court dates, appointments, and cancellations.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

# CLERK OF COURTS PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_  
 Effective Date January 1, 2016

**POSITION REQUEST - NEW**

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

**POSITION REQUEST - CHANGE**

Position Title	From: Deputy Clerk IV	To: Deputy Clerk III
Employee Group	From: _____	To: _____
Pay Grade	From: NM08	To: NM07
Hourly Rate	From: \$22.17	To: \$22.17
Annual Working Hours	From: 1040	To: 780

**BUDGET/FISCAL IMPACT**

Regular Salary & Wages	\$	(5,764.20)
Social Security	\$	(357.38)
Medicare	\$	(83.58)
Retirement	\$	(403.49)
Health Insurance		
Life Insurance	\$	(1.15)
Disability Insurance	\$	(25.36)
<b>Subtotal Salary &amp; Benefits</b>	\$	<b>(6,635.17)</b>
Furniture Requirements		
Equipment Requirements		
<b>Total Annual Expense</b>	\$	<b>(6,635.17)</b>
Funding Amount		
<b>Total Fiscal Impact</b>	\$	<b>(6,635.17)</b>
Funding Source		

**JUSTIFICATION**

Employee has requested to work fewer hours, as employee is a valuable member of the Clerk of Courts team management wants to grant this request. Due to limited hours worked, position will not be required to do Deputy Clerk IV work.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

**CLERK OF COURTS  
PERSONNEL CHANGE REQUEST**

DENIED

Employee Name \_\_\_\_\_  
 Effective Date January 1, 2016

**POSITION REQUEST - NEW**

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

**POSITION REQUEST - CHANGE**

Position Title	From: <u>Deputy Clerk IV</u>	To:	<u>Deputy Clerk V</u>
Employee Group	From: _____	To:	_____
Pay Grade	From: <u>NM08</u>	To:	<u>106</u>
Hourly Rate	From: <u>\$24.10</u>	To:	<u>\$24.47</u>
Annual Working Hours	From: _____	To:	_____

**BUDGET/FISCAL IMPACT**

Regular Salary & Wages	\$	769.60
Social Security	\$	47.72
Medicare	\$	11.16
Retirement	\$	53.87
Health Insurance		
Life Insurance	\$	0.15
Disability Insurance	\$	3.39
<b>Subtotal Salary &amp; Benefits</b>	<b>\$</b>	<b>885.89</b>
Furniture Requirements		
Equipment Requirements		
<b>Total Annual Expense</b>	<b>\$</b>	<b>885.89</b>
Funding Amount		
<b>Total Fiscal Impact</b>	<b>\$</b>	<b>885.89</b>
Funding Source		

**JUSTIFICATION**

Previously, there has been no distinction of Deputy Clerks that have the additional responsibilities of judicial assistant to a judge. The Wisconsin Supreme Court has defined these additional duties to include: type opinions, correspondence, and decisions; prepare reports, dispositions, memoranda, agendas, jury instructions, orders, and notices, assist with calendar management including scheduling of court hearings, trials, conferences, legal appointments, meetings, and activities of the judge and holding scheduling conferences, assist with file and record acquisitions, organize and maintain judge's files and records, post court calendar daily, update weekly calendar, maintain judge's law library, act as receptionist in answering telephones, handling visitors, and processing mail, requisition office supplies and contact attorneys and parties concerning court dates, appointments, and cancellations.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

# CLERK OF COURTS PERSONNEL CHANGE REQUEST

DENIED

Employee Name *(change only)* \_\_\_\_\_  
 Effective Date January 1, 2016

**POSITION REQUEST - NEW**

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

**POSITION REQUEST - CHANGE**

Position Title	From: Deputy Clerk IV	To:	Deputy Clerk V
Employee Group	From: _____	To:	_____
Pay Grade	From: NM08	To:	106
Hourly Rate	From: \$24.10	To:	\$24.47
Annual Working Hours	From: _____	To:	_____

**BUDGET/FISCAL IMPACT**

Regular Salary & Wages	\$	721.50
Social Security	\$	44.73
Medicare	\$	10.46
Retirement	\$	50.50
Health Insurance		
Life Insurance	\$	0.14
Disability Insurance	\$	3.17
<b>Subtotal Salary &amp; Benefits</b>	<b>\$</b>	<b>830.52</b>
Furniture Requirements		
Equipment Requirements		
<b>Total Annual Expense</b>	<b>\$</b>	<b>830.52</b>
Funding Amount		
<b>Total Fiscal Impact</b>	<b>\$</b>	<b>830.52</b>
Funding Source		

**JUSTIFICATION**

Previously, there has been no distinction of Deputy Clerks that have the additional responsibilities of judicial assistant to a judge. The Wisconsin Supreme Court has defined these additional duties to include: type opinions, correspondence, and decisions; prepare reports, dispositions, memoranda, agendas, jury instructions, orders, and notices, assist with calendar management including scheduling of court hearings, trials, conferences, legal appointments, meetings, and activities of the judge and holding scheduling conferences, assist with file and record acquisitions, organize and maintain judge's files and records, post court calendar daily, update weekly calendar, maintain judge's law library, act as receptionist in answering telephones, handling visitors, and processing mail, requisition office supplies and contact attorneys and parties concerning court dates, appointments, and cancellations.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

# CLERK OF COURTS PERSONNEL CHANGE REQUEST

Position Last Upgraded 7/1/2014

Employee Name *(change only)* \_\_\_\_\_

Effective Date January 1, 2016

**POSITION REQUEST - NEW**

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

**POSITION REQUEST - CHANGE**

Position Title	From: <u>Controller</u>	To: _____
Employee Group	From: _____	To: _____
Pay Grade	From: <u>MGT106</u>	To: <u>MGT107</u>
Hourly Rate	From: <u>\$23.05</u>	To: <u>\$24.50</u>
Annual Working Hours	From: _____	To: _____

**BUDGET/FISCAL IMPACT**

Regular Salary & Wages	\$	3,016.00
Social Security	\$	186.99
Medicare	\$	43.73
Retirement	\$	211.12
Health Insurance		
Life Insurance	\$	0.60
Disability Insurance	\$	13.27
<b>Subtotal Salary &amp; Benefits</b>	<b>\$</b>	<b>3,471.72</b>
Furniture Requirements		
Equipment Requirements		
<b>Total Annual Expense</b>	<b>\$</b>	<b>3,471.72</b>
Funding Amount		
<b>Total Fiscal Impact</b>	<b>\$</b>	<b>3,471.72</b>
Funding Source		

**JUSTIFICATION**

As of January 1, 2015 the Controller has taken on the additional responsibility of managing the records division of the Clerk of Courts office. This consists of oversight of three additional employees and the responsibility for the management of all records requests, conversion of paper files to electronic ensuring the electronic record is accurate and complete including the creation of electronic case files for older cases which were previously only paper and oversight of the storage and destruction of exhibits per state statute. The records division previously was budgeted 4 employees. However, due to efficiencies created through reassignment of work duties and enhanced procedures created by the Controller, we are requesting one of these part time positions to be upgraded to a Deputy Clerk III position. In addition, the Controller has recently taken over the supervision and responsibility for all tax liens and satisfactions filed with the courts and all bankruptcy filings.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

# CLERK OF COURTS PERSONNEL CHANGE REQUEST

Employee Name (*change only*) \_\_\_\_\_

Effective Date January 1, 2016

**POSITION REQUEST - NEW**

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

**POSITION REQUEST - CHANGE**

Position Title	From: Deputy Clerk of Courts	To: Chief Deputy Clerk of Circuit Court
Employee Group	From: _____	To: _____
Pay Grade	From: _____	To: _____
Hourly Rate	From: _____	To: _____
Annual Working Hours	From: _____	To: _____

**BUDGET/FISCAL IMPACT**

Regular Salary & Wages	\$	-
Social Security	\$	-
Medicare	\$	-
Retirement	\$	-
Health Insurance		
Life Insurance	\$	-
Disability Insurance	\$	-
<b>Subtotal Salary &amp; Benefits</b>	<b>\$</b>	<b>-</b>
Furniture Requirements		
Equipment Requirements		
<b>Total Annual Expense</b>	<b>\$</b>	<b>-</b>
Funding Amount		
<b>Total Fiscal Impact</b>	<b>\$</b>	<b>-</b>
Funding Source		

**JUSTIFICATION**

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

## CLERK OF COURTS PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_  
 Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title	From: Deputy Clerk I	To: Deputy Clerk III
Employee Group	From: _____	To: _____
Pay Grade	From: NM05	To: NM07
Hourly Rate	From: \$14.22	To: \$17.78
Annual Working Hours	From: 1040	To: 1300

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	\$	8,325.20
Social Security	\$	516.16
Medicare	\$	120.72
Retirement	\$	582.76
Health Insurance		
Life Insurance	\$	1.67
Disability Insurance	\$	36.63
<b>Subtotal Salary &amp; Benefits</b>	<b>\$</b>	<b>9,583.14</b>
Furniture Requirements		
Equipment Requirements		
<b>Total Annual Expense</b>	<b>\$</b>	<b>9,583.14</b>
Funding Amount		
<b>Total Fiscal Impact</b>	<b>\$</b>	<b>9,583.14</b>
Funding Source		

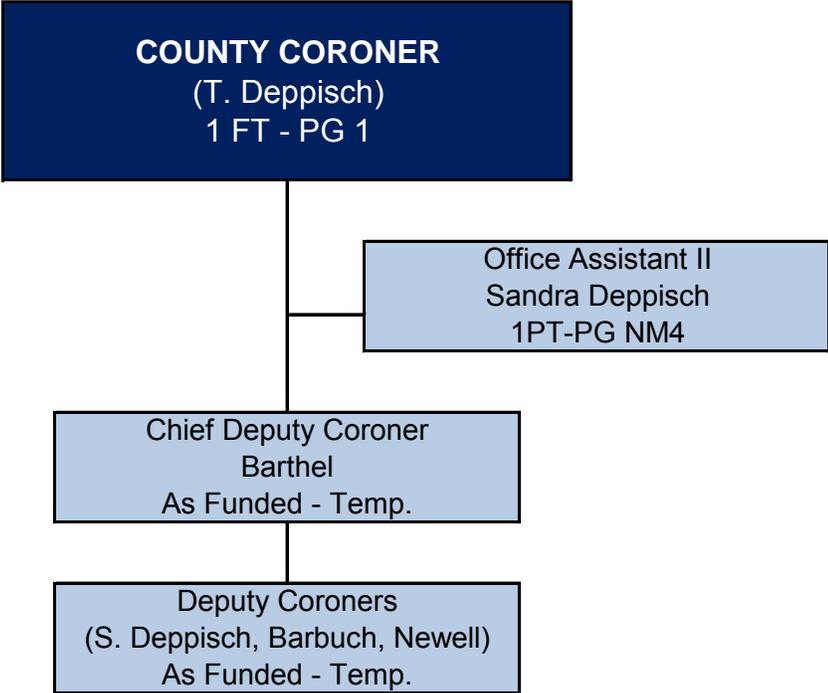
### JUSTIFICATION

Adjustment to pay grade required for restructuring of position to attend to increased work load of Deputy Clerk III's. Deputy Clerk I's are focused on bulk scanning, exhibit scanning, transfer of paper files to electronic and records requests and have become very efficient in this area. Whereas, the Deputy Clerk III's are attending to the daily work of mail, court support and back up. The ideal compliment would be to have one FTE Deputy Clerk III for each court official. Currently, there is a back log of work with the Deputy Clerk III's due to additional scanning requirements that will be resolved upon mandatory e-filing, electronically processed appeals and clerk directed in-case management routing of documents to court officials. Management may be able to reassess positions in the future upon implementation of mandatory e-filing and other CCAP enhancements for a possible reduction of work force as more automation becomes available, unless we are burdened with additional duties.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

**CORONER**  
ORGANIZATIONAL CHART



**CORONER**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 108

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	34,074	34,621	38,788	38,788	20,556	51,636	12,848	33.12%
Fringe Benefits	2,607	2,649	2,701	2,701	1,573	3,950	1,249	46.24%
Travel & Training	5,853	6,473	10,750	10,750	7,468	10,750	0	0.00%
Supplies	3,027	1,453	5,700	5,700	3,308	8,900	3,200	56.14%
Purchased Services	63,630	40,704	79,560	79,560	45,942	83,088	3,528	4.43%
Interdepartmental Charges	7,355	7,028	7,678	7,678	7,168	16,159	8,481	110.46%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	90	0	150	150	30	150	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>116,636</b>	<b>92,928</b>	<b>145,327</b>	<b>145,327</b>	<b>86,045</b>	<b>174,633</b>	<b>29,306</b>	<b>20.17%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	92,209	111,331	98,000	98,000	88,359	100,000	2,000	2.04%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	11	4	50	50	0	1,200	1,150	2300.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>92,220</b>	<b>111,335</b>	<b>98,050</b>	<b>98,050</b>	<b>88,359</b>	<b>101,200</b>	<b>3,150</b>	<b>3.21%</b>
<b>TAX LEVY</b>	<b>24,416</b>	<b>-18,407</b>	<b>47,277</b>	<b>47,277</b>	<b>-2,314</b>	<b>73,433</b>	<b>26,156</b>	<b>55.32%</b>

## CORONER BUDGET HIGHLIGHTS

### EXPENDITURES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
108-1-01-54420-000	Livery Fees	No longer able to use outside service, bring inhouse	\$2,000
108-1-01-55121-401	Loan repayment	Purchase of vehicle-repay over 4 yers	\$6,500
108-1-01-55130-000	Tech. supplies	Now printing photos in color; separate printer for assistant	\$1,523
108-1-01-55410-000	Rental Fees	Fee for storage of extra vehicle	\$1,200
<b>Total Increase/-Decrease</b>			<b>\$11,223</b>

### REVENUES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
<b>Total Increase/-Decrease</b>			<b>\$0</b>

### WAGE & BENEFIT CHANGES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
108-1-01-51101-000	Salaries & Benefits	Office Assistant 100 hrs to 1040 & increase to NM04 step 4	\$12,928
<b>Total Increase/-Decrease</b>			<b>\$12,928</b>

### LEVY REQUEST

2016 LEVY REQUEST	\$73,433
OVERALL \$ INCREASE/-DECREASE	\$26,156
OVERALL % INCREASE/-DECREASE	55.32%

# CORONER

## MISSION

To determine cause and manner of all deaths.

## GOALS

Identify criminal, accidental, suicidal, suspicious, unexpected, unattended and work-related deaths; resolve the cause of death for all bodies at the minimal cost of the county.

## PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Death Investigation Reporting	59.34	Determine cause and manner of death by performing autopsies. Viewing body to prepare for cremation. Sign death certificates and cremation permits. Interview doctors. Go to accident scenes and homes to pronounce death. Take pictures of all accidents and bodies prepared for cremation. Preparation and submission of all death certificate/cremation reporting to Madison.

## PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
Determine cause and manner of death by performing autopsies. Sign death certificates and cremation permits. Go to accident scenes and homes to pronounce death. Prepare bodies for cremation.	In a timely manner, with respect to individuals/families, in accordance with State Statute.	As required	As required	As required
Preparation and submission of all death certificate/cremation reporting to Madison.	In accordance with State Statute.	As required	As required	As required

## PERSONNEL

Current Positions	Adopted 2014	Adopted 2015	Target 2016
Funded Positions (Paid Positions)	6	6	5
Funded FTE Positions	0.62	3	3

### Changes for 2016

Office Assistant II from 100 hours to 1040 hours. Step increase from Step 2 to Step 4.

# CORONER PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_  
 Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title **Office Assistant** \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade **NM04** \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title From: \_\_\_\_\_ To: \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: Step 1 To: Step 4  
 Hourly Rate From: \$13.16 To: \$15.01  
 Annual Working Hours From: 100 To: 1040

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	\$12,928.40
Overtime	\$0.00
Social Security	\$801.56
Medicare	\$187.42
Retirement	
Health Insurance	
Life Insurance	
Disability Insurance	
<b>Subtotal Salary &amp; Benefits</b>	<b>\$13,917.38</b>
Furniture Requirements	\$0.00
Equipment Requirements	\$0.00
<b>Total Annual Expense</b>	<b>\$13,917.38</b>
Funding Amount	\$0.00
<b>Total Fiscal Impact</b>	<b>\$13,917.38</b>
Funding Source	
<b>Cost Center(s) Expensed</b>	%
<b>&amp; Allocations</b>	108-1-01 100% %
	%
	%
	%

### JUSTIFICATION

Need more administrative assistance hours.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

## CORONER 2016 - REQUESTED CAPITAL PROJECTS

### 108-01-Vehicle

Vehicle for Coroner

61255	Vehicles	\$26,000	41000	Tax Levy & Capital Reserve	\$26,000
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**Expense Total:     \$26,000**

**Revenue Total:     \$26,000**



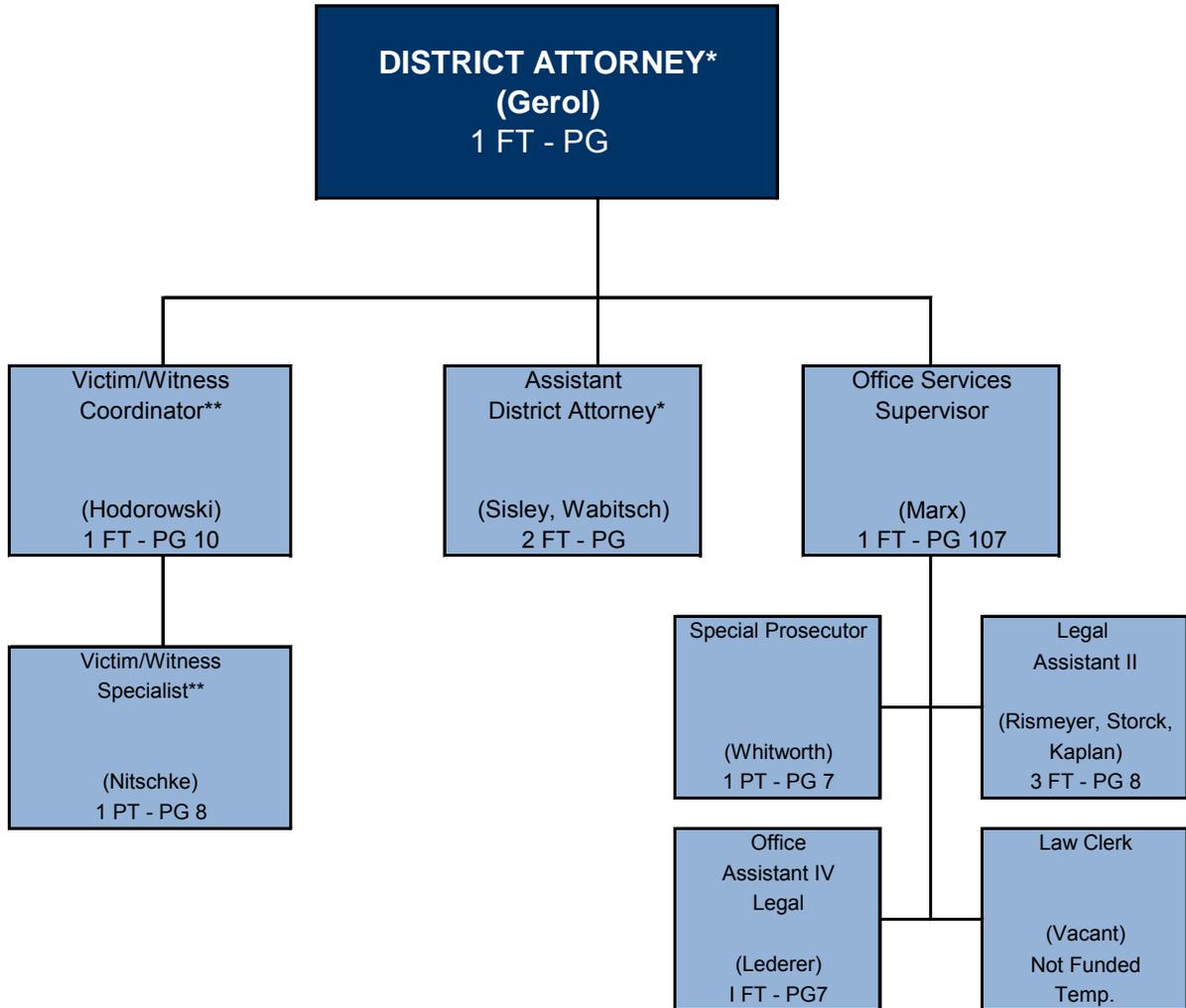
**Other Revenue Sources (49000):**

- |   |   |
|---|---|
| <input type="checkbox"/> Direct Project Charges | <input checked="" type="checkbox"/> Capital Reserve |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover  |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                    |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project  |

*Expense 1/4 of total payment each year-\$6,500/yr*

<b>Total Department for 2016:</b>	<b>\$26,000</b>	<b>\$26,000</b>
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# DISTRICT ATTORNEY ORGANIZATIONAL CHART



\* Health Insurance provided by State

\*\* Revenue Funded Positions (partially funded)

**DISTRICT ATTORNEY**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
**OVERALL DEPARTMENT SUMMARY**

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	298,747	303,924	315,426	315,426	209,982	339,050	89,610	28.41%
Fringe Benefits	155,560	153,497	163,161	163,161	101,389	153,430	18,203	11.16%
Travel & Training	4,055	4,706	5,825	5,825	1,647	5,825	0	0.00%
Supplies	6,565	9,197	12,430	12,430	6,843	12,930	500	4.02%
Purchased Services	5,854	7,325	9,640	9,640	5,430	10,668	1,028	10.66%
Interdepartmental Charges	8,541	6,710	10,445	10,445	4,780	10,140	-305	-2.92%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	200	200	0	200	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>479,322</b>	<b>485,359</b>	<b>517,127</b>	<b>517,127</b>	<b>330,071</b>	<b>532,243</b>	<b>15,116</b>	<b>2.92%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	63,425	57,534	55,000	55,000	26,297	55,000	0	0.00%
Public Charges for Services	9,525	16,324	11,000	11,000	12,740	12,000	1,000	9.09%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	10	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>72,960</b>	<b>73,858</b>	<b>66,000</b>	<b>66,000</b>	<b>39,037</b>	<b>67,000</b>	<b>1,000</b>	<b>1.52%</b>
<b>TAX LEVY</b>	<b>406,362</b>	<b>411,501</b>	<b>451,127</b>	<b>451,127</b>	<b>291,034</b>	<b>465,243</b>	<b>14,116</b>	<b>3.13%</b>

**DISTRICT ATTORNEY'S OFFICE**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 111-1-01

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	223,194	226,343	236,849	236,849	156,540	254,876	84,013	35.47%
Fringe Benefits	128,209	126,352	134,912	134,912	82,681	124,979	18,001	13.34%
Travel & Training	3,775	3,928	5,000	5,000	1,316	5,000	0	0.00%
Supplies	6,199	9,044	12,300	12,300	6,747	12,800	500	4.07%
Purchased Services	5,687	7,109	9,450	9,450	5,183	10,430	980	10.37%
Interdepartmental Charges	7,238	5,152	9,050	9,050	3,688	8,550	-500	-5.52%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	200	200	0	200	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>374,302</b>	<b>377,928</b>	<b>407,761</b>	<b>407,761</b>	<b>256,155</b>	<b>416,835</b>	<b>9,074</b>	<b>2.23%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	9,525	16,324	11,000	11,000	12,740	12,000	1,000	9.09%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	10	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>9,535</b>	<b>16,324</b>	<b>11,000</b>	<b>11,000</b>	<b>12,740</b>	<b>12,000</b>	<b>1,000</b>	<b>9.09%</b>
<b>TAX LEVY</b>	<b>364,767</b>	<b>361,604</b>	<b>396,761</b>	<b>396,761</b>	<b>243,415</b>	<b>404,835</b>	<b>8,074</b>	<b>2.03%</b>

**VICTIM WITNESS PROGRAM**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 111-1-02

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	75,553	77,582	78,577	78,577	53,442	84,174	5,597	7.12%
Fringe Benefits	27,351	27,145	28,248	28,248	18,707	28,451	203	0.72%
Travel & Training	281	778	825	825	331	825	0	0.00%
Supplies	366	153	130	130	96	130	0	0.00%
Purchased Services	167	216	190	190	247	238	48	25.26%
Interdepartmental Charges	1,303	1,559	1,395	1,395	1,092	1,590	195	13.98%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>105,021</b>	<b>107,433</b>	<b>109,365</b>	<b>109,365</b>	<b>73,915</b>	<b>115,408</b>	<b>6,043</b>	<b>5.53%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	63,425	57,534	55,000	55,000	26,297	55,000	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>63,425</b>	<b>57,534</b>	<b>55,000</b>	<b>55,000</b>	<b>26,297</b>	<b>55,000</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>41,596</b>	<b>49,899</b>	<b>54,365</b>	<b>54,365</b>	<b>47,618</b>	<b>60,408</b>	<b>6,043</b>	<b>11.12%</b>

## DISTRICT ATTORNEY BUDGET HIGHLIGHTS

### EXPENDITURES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
111-1-01-53110-000	Membership Dues	State Bar Dues for new ADA	\$500
111-1-01-55105-000	Photocopy Charges	Greater scanning, less copies being made	-\$500
111-1-01-54205-000	Telephone	US Cell charges for Atty on call cell phone	\$600
<b>Total Increase/-Decrease</b>			<b>\$600</b>

### REVENUES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
111-1-01-43910-000	Other Public Charges	Electronic Media Defense Fees Increasing Demand	-\$1,000
<b>Total Increase/-Decrease</b>			<b>-\$1,000</b>

### WAGE & BENEFIT CHANGES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
111-1-02-51101-000	Salaries & Benefits	Victim Witness 1950 to 2080 annual hours	\$4,447
111-1-01-51101-000	Salaries & Benefits	Legal Assistants 1950 to 2080 annual hours 2 employees	\$6,484
111-1-01-51101-000	Salaries & Benefits	Office Asst IV Legal Upgrade 6 to 7 and 2080 annual hrs	\$2,863
<b>Total Increase/-Decrease</b>			<b>\$13,794</b>

### LEVY REQUEST-DISTRICT ATTORNEY

2016 LEVY REQUEST	<b>\$404,835</b>
OVERALL \$ INCREASE/-DECREASE	<b>\$8,074</b>
OVERALL % INCREASE/-DECREASE	<b>2.03%</b>

### LEVY REQUEST-VICTIM WITNESS

2016 LEVY REQUEST	<b>\$60,408</b>
OVERALL \$ INCREASE/-DECREASE	<b>\$6,043</b>
OVERALL % INCREASE/-DECREASE	<b>11.12%</b>

## DISTRICT ATTORNEY / VICTIM WITNESS

### MISSION

The mission of the Ozaukee County District Attorney's Office is to advocate for justice on behalf of the people of Ozaukee County. Our goal is to protect our community by prosecuting those who have violated the criminal laws of the State of Wisconsin in Ozaukee County by means of fair and effective prosecution, and to the extent that deters them - as well as any others that might be like minded - from harming our community again. It is our mission to bring criminals to justice as expediently as the court system and staff levels allow, and ensure that everyone who is impacted by criminal conduct understands, exercises their statutory and constitutional rights, and receives fair and respectful treatment throughout the judicial process.

### GOALS

The vision of the Ozaukee County District Attorney's Office is to continue striving to be an efficient paperless office while providing the highest level of prosecutorial efforts attainable. By incorporating updated electronic technologies entwining law enforcement, district attorneys and the courts. It has and will continue to create a streamline of data shared and cost effectiveness across the board for all programs. The DA's Office vision will expand the circle of shared data to defense attorneys and, possibly, pro se defendants, creating a stable revenue stream by billing for all discoverable materials.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Criminal Prosecution	Chapters 967-979	The provision of service to Ozaukee County residents involving the prosecution of individuals guilty of crimes, for the purpose of protecting residents and restoring justice. The DA's Office handles criminal proceedings, juvenile criminal proceedings, and general ordinance and traffic violations.
Victim Witness Unit: •Crime Victim Rights	Chapter 938, 949, 950	The primary purpose of this program is to assist crime victims and witnesses in exercising their crime victim rights. The rights extended to victims of crime are honored and protected no less vigorously than the protections afforded to defendants, while ensuring that all victims and witnesses are treated with dignity, respect, courtesy and sensitivity. This program advises victims and witnesses of legal options regarding actions necessary to maintain an adequate level of protection.

### PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
# of Cases Referred	Basic number difference with average estimate for Adopted and Target year	1596	1431	1459
# Criminal Felony Cases Filed		363	322	329
# Criminal Misdemeanor Cases Filed		853	828	817
# Traffic/Ordinance Cases Received		682	701	693
# Juvenile Cases Referred		74	111	103
# of Victims	Increase/decrease compared to previous year	+19%	-27%	+1%
# Victim Rights requested to be exercised	Requested and complied	+2%	-6%	-6%
# Victims requesting to confer	Requested and completed	-25%	-1%	-7%
# Request Notice of all hearings	Requested and complied	+1%	+1%	-4%
\$ Amount of Upfront Discovery/DPA Fees Paid		\$16,009	\$12,000	\$14,000
# of Officer & Witness Subpoenas Generated		1,354	1,527	1,461

## PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
# of Motion for Video Testimony	Basic number difference with average estimate for Adopted and Target year	5	4	8
# of Subpoenas served		102	135	119
# of Criminal Jury Trials conducted		14	20	17
# of Motion for Probation Review Hearings Filed		50	45	48
# Search Warrants & Subpoenas Not including After Hrs Search Wrt		232*	235*	228*
# of Deferred or Diversion Agreement		43	45	45
# Victims Served	Increase/decrease compare to previous year	+20%	-30%	+9%
# Victim Rights Exercised	Total exercised including informally compared to previous year	+22%	+23%	+16%
# of Witnesses	Increase/decrease compared to previous year	+1%	-15%	+5.8%
Criminal & Civil Prosecution	Integrating technology - reduce postage, telephone, efficient use of support staff's work time			
Discovery Fees	Assists to defray DA discovery expense accounts and added revenue for DA use.			
Mail Subpoenas	Reduce Process Service Fee Expense Account			
Video Testimony	State's request of court to permit the testimony of Crime Lab witnesses or witnesses from the Wisconsin State Lab of Hygiene to appear in court and testify via video conferencing in lieu of the expense of travel.			
Probation Revocation Hearings for Unpaid Restitution	Filing of Motion for Probation Review 90 days before discharge - resulting in extended probation for unpaid restitution amounts and payments being made for restitution to victims.			
Number of DPA, Diversions	Evaluate and assess cases appropriate for Diversion or non-judicial disposition.			
Number of victims	Recognize civic and moral duty of victims to voluntarily cooperate with prosecution and recognize the importance of citizen cooperation for the general effectiveness and well-being of the justice system.			
Victim Rights Exercised	To Comply with all specific requests made by crime victims when providing services and an opportunity to exercise their rights in a timely and effective manner. Avoid victim filing a complaint with DOJ, Crime Victim Rights Board alleging a violation of Crime Victim Rights and facing potential penalties.			
Victims Requesting to Confer	At victims request, the opportunity to consult with prosecution concerning possible outcomes, potential plea agreements and sentencing recommendations.			
Notify victims of all court hearings	Comply with victim rights to attend all court procedures and have reasonable			

**PERFORMANCE MEASUREMENTS**

<b>Activity</b>	<b>Performance Measure</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
	attempts made to notify victim of all court hearings throughout prosecution and post-conviction.			

**PERSONNEL**

<b>Current Positions</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Funded Positions (Paid Positions)	8	8	8
Funded FTE Positions	6.82	6.82	7.5

**Changes for 2016**

Requesting that the position of Office Assistant IV Legal be upgraded from a NM Grade 6 to a NM Grade 7 and include annual hours request to change to optional 40 hour work week, \$2,863

**Three** full time positions requesting to change to the optional 40 hour work week 2080 annual hours – cost of \$10,931

## DISTRICT ATTORNEY PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_

Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_

Employee Group \_\_\_\_\_

Pay Grade \_\_\_\_\_

Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title From: Victim Witness Coordinator \_\_\_\_\_

Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_

Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_

Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_

Annual Working Hours From: 1950 To: 2080

### Summary of Expenses

Regular Salary & Wages	\$3,866.78	
Overtime		
Social Security	\$239.74	
Medicare	\$56.07	
Retirement	\$262.94	
Health Insurance	\$0.00	
Life Insurance	\$5.76	
Disability Insurance	\$15.84	
<b>Subtotal Salary &amp; Benefits</b>	<b>\$4,447.13</b>	
Furniture Requirements	\$0.00	
Equipment Requirements	\$0.00	
<b>Total Annual Expense</b>	<b>\$4,447.13</b>	
Funding Amount	\$0.00	
<b>Total Fiscal Impact</b>	<b>\$4,447.13</b>	
Funding Source	Levy	
<b>Cost Center(s) Expensed</b>	111-1-02-51101-000	100% %
<b>&amp; Allocations</b>	_____	_____ %
	_____	_____ %
	_____	_____ %
	_____	_____ %

### JUSTIFICATION

Ozaukee County optional annual hour increase

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

## DISTRICT ATTORNEY PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_

Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_

Employee Group \_\_\_\_\_

Pay Grade \_\_\_\_\_

Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title From: Office Assistant IV - Legal \_\_\_\_\_

Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_

Pay Grade From: NM06 \_\_\_\_\_ To: NM07 \_\_\_\_\_

Hourly Rate From: \$18.15-\$18.36 7/13/15 \_\_\_\_\_ To: \$19.15 \_\_\_\_\_

Annual Working Hours From: 1950 \_\_\_\_\_ To: 2080 \_\_\_\_\_

### REGULAR SALARY & BENEFITS

Regular Salary & Wages \_\_\_\_\_ \$2,489.50

Overtime \_\_\_\_\_ N/A

Social Security \_\_\_\_\_ \$154.35

Medicare \_\_\_\_\_ \$36.10

Retirement \_\_\_\_\_ \$169.29

Health Insurance \_\_\_\_\_ \$0.00

Life Insurance \_\_\_\_\_ \$3.84

Disability Insurance \_\_\_\_\_ \$10.20

**Subtotal Salary & Benefits** \_\_\_\_\_ **\$2,863.28**

Furniture Requirements \_\_\_\_\_ \$0.00

Equipment Requirements \_\_\_\_\_ \$0.00

**Total Annual Expense** \_\_\_\_\_ **\$2,863.28**

Funding Amount \_\_\_\_\_ \$0.00

**Total Fiscal Impact** \_\_\_\_\_ **\$2,863.28**

Funding Source Levy \_\_\_\_\_

**Cost Center(s) Expensed** 111-1-01-51101-000 \_\_\_\_\_ 100%

**& Allocations** \_\_\_\_\_ %

\_\_\_\_\_ %

\_\_\_\_\_ %

\_\_\_\_\_ %

### JUSTIFICATION

This position has evolved from the days of answering the phone and filing paperwork as the major duties of this position. As of today, it is not just these duties nor the volume of paperwork that has an impact on the position but the high priority of accepting and processing all referrals/eReferrals that enter the office and providing the documents to the defense. The greater number of officers within the county along with all the electronic changes in social media have also had an impact on the responsibilities of this position. The investigations are more involved than they had been ten to twenty years ago due to the electronic age. Most all cases have some type of electronic media involved in the case that is required to be requested, burned/downloaded and sent to defense. Requests for assistance on receiving documents are now at an attorney's fingertips through email to contact and inquire assistance from this position. Our office began accepting maintenance fees through this position which accepts and receipts said payments. As of the Spring of 2014, credit card payments began being accepted using Point & Pay system, along with using a petty cash fund to provide change to the payor. There are comparable Grade 7 positions within the county, i.e. Clerk of Court's Deputy Clerk II & III; Sheriff's Dept. Account Clerk III; Veteran's Programs Assistant - all these positions seem to have contact with the public, have different major duty and most accept and receipt some form of payment. Granting of an upgrade to this position, will ensure that our office will continue to have the expected accuracy and timeliness that the public and defense counsel have always expected from this position.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

## **New ADA Position Request for Ozaukee County Justification Attachment**

Ozaukee County has had **exactly the same DA staffing since 1979**. There has not been a prosecutor position added in Ozaukee County for more than 36 years.

When the last circuit court was created in Kenosha County several years ago, the legislature also created two more ADA positions in anticipation of Kenosha's additional DA staffing needs. **By that analysis, Ozaukee County should have six prosecutors, not three.**

**The statistical need** for additional prosecutors for Ozaukee County **has been demonstrated by every Workload Assessment ever published by the Department of Administration**, for more than 20 years. Our current staffing needs, using this methodology that hasn't been updated for more than 15 years, states a need for more than 1.5 additional prosecutors. However, the Workload Assessment gives too little weight to other county population criteria, and to the strains that population numbers place on the general court calendar, which in turn restricts the ability of criminal courts to work their calendars around the availability of a prosecutor.

Population size provides staffing metrics outside of those currently used by DOA. **Ozaukee County has the highest ratio of population to prosecutor** in the State of Wisconsin -- 1 FTE DA for every 28,800 people<sup>1</sup>. The Wisconsin average is approximately 1 per 13,000.

The world of criminal justice is extremely complex and DA's commonly provide advice and assistance to law enforcement. This may be as complex as a search warrant or as simply as a phone call and a question. No published statistic measures how much FTE DA time this requires, but some insight can be gained by comparing the number of prosecutors to the number of law enforcement officers in a county. **Ozaukee County has the highest ratio of law enforcement officers per prosecutor by far -- 1 per 62 LEO in the county.** The state average is approximately 1 per 26.6.

In **1992** the Ozaukee County District Attorney's Office charged approximately **100 felonies**. As of **today**<sup>2</sup>, we have charged **156, in all of 2014 we charged, 363 felonies**.

<sup>1</sup> Measured against counties with populations greater than 60,000.

<sup>2</sup> June 23, 2015

**All Counties with similar size and demographics to Ozaukee County have greater prosecution resources.** Each also has the ability to fully staff it's courts and maintain some presence within the office at the same time.

There are ten counties in Wisconsin that have only three circuit courts. **Ozaukee County is the largest of the ten.** Six of the nine other counties **have more prosecutors** than Ozaukee County, anywhere between 3.5 to 5 prosecutors. The other two, Barron County (Population 45,883) and Monroe County (population 45,279) have the same staffing as Ozaukee County (Population 87,544), but **less than two thirds the population of Ozaukee County.** The populations of all 10 '3 Judge Counties' range from 45,279 to 87,054 (Ozaukee), and they average more than 4 prosecutors each.

**Table of District Attorney Offices in 3 Judge Counties:**

County	FTE DA	Judge	Population
<b>Ozaukee</b>	<b>3</b>	<b>3</b>	<b>87,054</b>
Manitowoc	5	3	81102
Wood	4	3	74499
Portage	4	3	70721
Chippewa	5	3	63031
Sauk	5	3	62434
Columbia	4.75	3	56753
Waupaca	3.5	3	52,361
Barron	3	3	45,883
Monroe	3	3	45,279

**All of the counties with a population within 20 percent of Ozaukee County have more prosecutors.**

**Table of DA Offices in counties with a population within 20% of Ozaukee County:**

County	FTE DA	Judge	Population
Portage	4	3	70380
Wood	3.5	3	73,959
Manitowoc	5	3	81102
Jefferson	5.3	4	84509
St. Croix	6	4	85930
<b>Ozaukee</b>	<b>3</b>	<b>3</b>	<b>87,054</b>
Dodge	5	4	88,344
Eau Claire	8	5	101438
FDL	8	5	101798
Walworth	5	4	102,945

State Department of Administration's (DOA) existing Workload Assessment formula gives inadequate weight to the requirement that a prosecutor must staff each court. While a single day's calendar may require little skill or knowledge, a prosecutor must still be in their designated chair. With only two exceptions, only the smallest counties in Wisconsin are obligated to function with virtually a one to one judge to prosecutor ratio. Most other counties in the State have the ability to fully staff their courts and maintain some presence in their office. This is a fundamental necessity to accommodate ongoing investigations, assist law enforcement, prepare cases for defendants who have just come into custody, or even accommodate attorney off days.

In Ozaukee County each of the three judges carry a criminal calendar. These Judges have a caseload greater than their optimum as per their own weighted caseload standards. On a daily basis all three courts call criminal cases, requiring the Ozaukee County District Attorney's Office to send all of its prosecutors, including the elected DA, to court to cover calendar. **Recently, we have also been required to staff a court commissioners calendar several days a month as well, technically obligating us to four different courts.**

Unlike any other county to our knowledge, Ozaukee County has had exactly the same prosecution resources for more than 35 years. Over that time frame the nature and complexity of victim services has increased, the complexity of laws and procedures have increased, the number of local law enforcement officers has significantly increased, and the number of cases referred to us by law enforcement have increased by nearly 300 percent. Virtually every other District Attorney Office in Wisconsin has been allocated additional staff to deal with this fact. Only Ozaukee County has been left behind. Ozaukee County has exhausted every procedural or technological solution available and cannot create any further efficiencies to abate this problem. Ozaukee County has been at the front of the line for every technological innovation made available to prosecutors. Our staff has as much, if not more, years of experience than any other DA Office in the State. However, that is of little importance when we are barely able to even staff our courts.

- A. It is impossible for Ozaukee County to demonstrate a greater "Need" using a DOA statistical measure that only accounts for individual case filings when we have been forced by staffing considerations to limit the number of cases filed because we have exhausted our resources to manage more cases.**

There are only so many cases that a prosecutor can ethically charge and handle in court, but every day this reality must confront our obligation to safeguard the county. We have had to create a triage system, relying on charging systems for routine mundane matters and filing only those other cases which are of a more serious character. With each passing year we are forced to resort more often to charging alternatives, like ordinance prosecutions, simply due to expediency. Being unable to file those cases which rightfully belong in court does a disservice to our community and to our prosecutorial function.

**B. Historical and demographic criteria demonstrate that Ozaukee County has had exactly the same prosecution resources for 35 years, but over a shorter time frame the nature and complexity of victims services have increased, the complexity of laws and procedures have increased, the number of local law enforcement officers has significantly increased, and ultimately the number of cases referred to us by law enforcement have increased by nearly 300 percent.**

The Ozaukee County District Attorney's Office has had exactly the same number of prosecutors since 1979. The additional ADA position in Ozaukee County was added when our third circuit court was created in 1978. That judge, Joseph McCormack, retired six years ago after more than 30 years of service. The first '3<sup>rd</sup> prosecutor' was Jeananne Danner, who is also now retired. Since 1980 to date, Ozaukee County's population has increased by more than a third -- 20,000 + people, the number of serious criminal filings has more than tripled, and the complexity of criminal cases has also gone up severely.

**C. Ozaukee County has exhausted every procedural or technological solution available and cannot create any further efficiencies to abate this problem.**

Ozaukee County has been at the forefront of utilizing technology to enhance office efficiency. Even before the PROTECT system, Ozaukee County provided the District Attorney's Office with computerized access to the Clerk of Courts system. Ozaukee County was a test county for the District Attorney computer network and various aspects of the PROTECT computer program. The prosecutors in Ozaukee County are all proficient researching entirely using computerized legal resources. Yet none of these efficiencies can tackle the central problem of having

enough prosecutors in the office to attend to courtroom obligations while still being able to perform the work which needs to be done in the office.

#### **D. Inability to Find Supplemental Staffing Through Federal Grants.**

Calendar obligations make it impossible to seek a federal grant position because these require concentration on a particular type of prosecution, such as domestic violence or drugs. While it might be conceivable to dedicate an individual prosecutor to charging and trying only these types of cases, and the volume of our work could provide for it, the reality is that our court staffing obligations make it impossible for us to vertically prosecute our files. Since there are not enough prosecutors in Ozaukee County to spread among the courts, we all must simply have decision making authority on each other's cases. Not only is this a terrible way to practice law, but this type of practice disqualifies us from seeking a grant position as the record maintenance of these positions require documentation that the grant attorney is only focused on the grant authority. This simply wouldn't work in Ozaukee County.

The recent history of dealing with increased workload responsibilities has resulted in time and case management adjustments ever more directed at dealing with volume than fulfilling our prosecutorial mandate. Our three prosecutors each average over 20 years of legal experience, as such, it would not be reasonable to expect any greater efficiency to be gained with ongoing experience. We have maximized all available technology resources, volunteering for any and all new systems as they become available for prosecutors. Therefore, as a practical matter, three prosecutors cannot realistically carry greater than a 150 percent caseload. The existing needs assessment does not identify this limitation.

The granting of one county funded FTE prosecutor would bring us to 4 total, which provides us with one below the minimum resources required to completely and professionally fulfill our mandated function.

**DISTRICT ATTORNEY  
PERSONNEL CHANGE REQUEST**

DENIED

Employee Name *(change only)* \_\_\_\_\_

Effective Date January 1, 2016

**POSITION REQUEST - NEW**

Position Title Assistant District Attorney  
 Employee Group DA 107  
 Pay Grade MGT 112  
 Annual Working Hours 2080

**POSITION REQUEST - CHANGE**

Position Title From: \_\_\_\_\_ To: \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_  
 Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_  
 Annual Working Hours From: \_\_\_\_\_ To: \_\_\_\_\_

Regular Salary & Wages		\$65,986.13
Overtime		
Social Security		\$3,804.55
Medicare		\$889.77
Retirement		\$4,487.06
Health Insurance		\$18,489.60
Life Insurance		\$126.72
Disability Insurance		\$270.60
<b>Subtotal Salary &amp; Benefits</b>		<b>\$94,054.43</b>
Furniture Requirements-N/A BAR DUES		\$485.00
Equipment Requirements		\$1,263.00
<b>Total Annual Expense</b>		<b>\$95,802.43</b>
Funding Amount		\$21,339.00
<b>Total Fiscal Impact</b>		<b>\$74,463.43</b>
Funding Source	Levy	
<b>Cost Center(s) Expensed</b>	111-1-01-51101-000 #	100% %
<b>&amp; Allocations</b>	111-1-01-53110-000	100% %
	111-1-01-53152-000	100% %
		%
		%

Elimination of Special Prosecutor position if new ADA position is approve

**JUSTIFICATION**

See Attachment

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

Denied by: \_\_\_\_\_

Date: \_\_\_\_\_

# DISTRICT ATTORNEY PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_

Effective Date \_\_\_\_\_

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title From: Legal Assistant II \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_  
 Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_  
 Annual Working Hours From: 1950 To: 2080

### SALARY & BENEFITS SUMMARY

Regular Salary & Wages	\$2,974.04	
Overtime	\$0.00	
Social Security	\$184.39	
Medicare	\$43.12	
Retirement	\$202.24	
Health Insurance	\$0.00	
Life Insurance	\$5.76	
Disability Insurance	\$12.24	
<b>Subtotal Salary &amp; Benefits</b>	<b>\$3,421.79</b>	
Furniture Requirements	\$0.00	
Equipment Requirements	\$0.00	
<b>Total Annual Expense</b>	<b>\$3,421.79</b>	
Funding Amount	\$0.00	
<b>Total Fiscal Impact</b>	<b>\$3,421.79</b>	
Funding Source	Levy	
<b>Cost Center(s) Expensed</b>	111-1-01-51101-000	# 100% %
<b>&amp; Allocations</b>	_____	_____ %
	_____	_____ %
	_____	_____ %
	_____	_____ %

### JUSTIFICATION

Ozaukee County optional annual hour increase

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

## DISTRICT ATTORNEY PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_

Effective Date \_\_\_\_\_

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_

Employee Group \_\_\_\_\_

Pay Grade \_\_\_\_\_

Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title From: Legal Assistant II \_\_\_\_\_

Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_

Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_

Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_

Annual Working Hours From: 1950 To: 2080

Regular Salary & Wages	\$2,974.04	
Overtime		
Social Security	\$184.39	
Medicare	\$43.13	
Retirement	\$202.24	
Health Insurance	\$0.00	
Life Insurance	\$5.76	
Disability Insurance	\$12.24	
<b>Subtotal Salary &amp; Benefits</b>	<b>\$3,421.80</b>	
Furniture Requirements	\$0.00	
Equipment Requirements	\$0.00	
<b>Total Annual Expense</b>	<b>\$3,421.80</b>	
Funding Amount	\$0.00	
<b>Total Fiscal Impact</b>	<b>\$3,421.80</b>	
Funding Source	Levy	
<b>Cost Center(s) Expensed</b>	111-1-01-51101-000	100% %
<b>&amp; Allocations</b>	_____	_____ %
	_____	_____ %
	_____	_____ %
	_____	_____ %

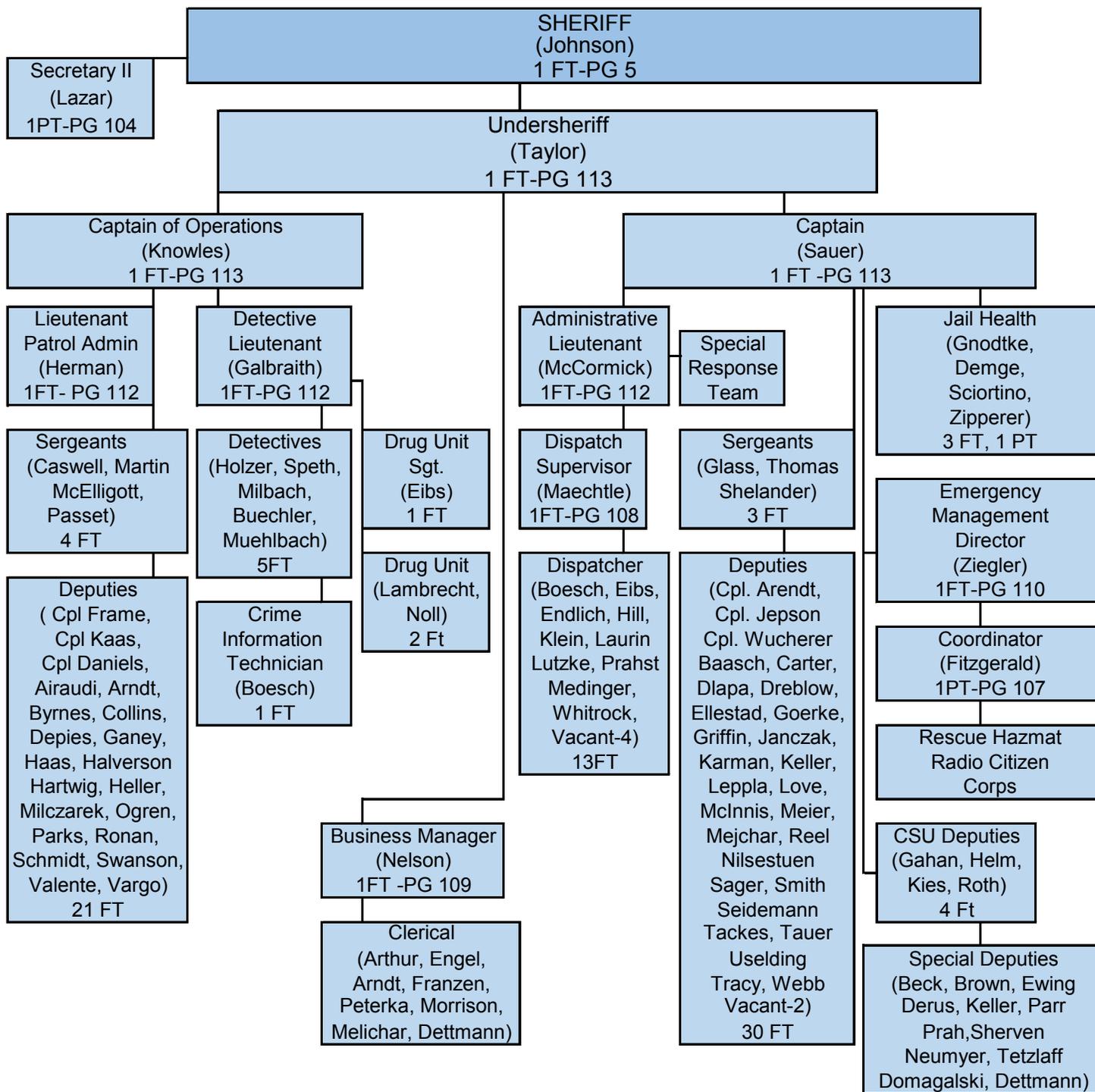
### JUSTIFICATION

Ozaukee County optional annual hour increase

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

**SHERIFF'S OFFICE**  
ORGANIZATIONAL CHART



**SHERIFF'S OFFICE**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
**OVERALL DEPARTMENT SUMMARY**

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	6,524,951	6,682,508	6,614,451	6,614,451	4,704,010	6,886,286	271,835	4.11%
Fringe Benefits	2,450,507	2,488,642	2,460,869	2,460,869	1,622,298	2,572,057	111,188	4.52%
Travel & Training	33,196	37,455	38,600	38,600	25,958	40,875	2,275	5.89%
Supplies	378,033	373,925	362,811	362,811	218,803	438,236	75,425	20.79%
Purchased Services	890,053	890,972	1,027,063	1,027,063	557,606	1,014,670	-12,393	-1.21%
Interdepartmental Charges	352,660	421,247	535,494	535,494	351,929	539,875	4,381	0.82%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	121,231	195,821	123,673	123,673	106,031	112,398	-11,275	-9.12%
Capital Outlay	222,033	200,649	709,723	709,723	396,073	285,805	-423,918	-59.73%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>10,972,664</b>	<b>11,291,219</b>	<b>11,872,684</b>	<b>11,872,684</b>	<b>7,982,708</b>	<b>11,890,202</b>	<b>17,518</b>	<b>0.15%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	202,548	153,281	118,648	118,648	60,569	121,398	2,750	2.32%
Public Charges for Services	445,516	395,911	437,700	437,700	288,428	433,700	-4,000	-0.91%
Intergovernmental Charges	292,398	282,208	211,000	211,000	156,106	208,365	-2,635	-1.25%
Interdepartmental Charges	4,010	3,572	4,800	4,800	1,703	4,800	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	230,394	215,017	180,500	180,500	164,167	180,325	-175	-0.10%
Other Financing Sources	189,162	93,872	522,843	522,843	522,843	99,200	-423,643	-81.03%
<b>TOTAL REVENUES</b>	<b>1,364,028</b>	<b>1,143,861</b>	<b>1,475,491</b>	<b>1,475,491</b>	<b>1,193,816</b>	<b>1,047,788</b>	<b>-427,703</b>	<b>-28.99%</b>
<b>TAX LEVY</b>	<b>9,608,636</b>	<b>10,147,358</b>	<b>10,397,193</b>	<b>10,397,193</b>	<b>6,788,892</b>	<b>10,842,414</b>	<b>445,221</b>	<b>4.28%</b>

**SHERIFF'S OFFICE-ADMINISTRATION**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 112-1

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	469,394	491,378	489,985	489,985	346,271	392,318	-97,667	-19.93%
Fringe Benefits	210,617	201,947	155,893	155,893	107,220	134,142	-21,751	-13.95%
Travel & Training	30,792	34,648	34,550	34,550	25,412	36,825	2,275	6.58%
Supplies	84,859	129,103	112,340	112,340	84,939	116,265	3,925	3.49%
Purchased Services	41,158	40,969	52,085	52,085	23,762	44,516	-7,569	-14.53%
Interdepartmental Charges	8,311	7,672	10,900	10,900	4,810	9,500	-1,400	-12.84%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	11,765	37,488	41,457	41,457	22,878	47,256	5,799	13.99%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>856,896</b>	<b>943,205</b>	<b>897,210</b>	<b>897,210</b>	<b>615,292</b>	<b>780,822</b>	<b>-116,388</b>	<b>-12.97%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	15,734	12,250	12,250	13,440	12,250	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	4,300	0	0	0	0	0	0	0.00%
Interdepartmental Charges	164	333	500	500	228	500	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	18,424	2,977	2,000	2,000	1,233	2,000	0	0.00%
Other Financing Sources	0	12,362	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>22,888</b>	<b>31,406</b>	<b>14,750</b>	<b>14,750</b>	<b>14,901</b>	<b>14,750</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>834,008</b>	<b>911,799</b>	<b>882,460</b>	<b>882,460</b>	<b>600,391</b>	<b>766,072</b>	<b>-116,388</b>	<b>-13.19%</b>

**SHERIFF'S OFFICE-PATROL**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 112-2

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	1,597,259	1,663,160	1,705,425	1,705,425	1,257,696	1,696,491	-8,934	-0.52%
Fringe Benefits	706,266	686,256	654,954	654,954	431,347	645,836	-9,118	-1.39%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	1,064	0	0	0	0	3,500	3,500	0.00%
Purchased Services	304	745	1,700	1,700	750	2,000	300	17.65%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	17,748	6,848	0	0	15,612	8,754	8,754	0.00%
Capital Outlay	0	0	0	0	0	42,085	42,085	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>2,322,641</b>	<b>2,357,009</b>	<b>2,362,079</b>	<b>2,362,079</b>	<b>1,705,405</b>	<b>2,398,666</b>	<b>36,587</b>	<b>1.55%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	214	0	200	200	152	200	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	50	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>214</b>	<b>0</b>	<b>200</b>	<b>200</b>	<b>202</b>	<b>200</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>2,322,427</b>	<b>2,357,009</b>	<b>2,361,879</b>	<b>2,361,879</b>	<b>1,705,203</b>	<b>2,398,466</b>	<b>36,587</b>	<b>1.55%</b>

**SHERIFF'S OFFICE-CRIMINAL INVESTIGATIONS**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 112-3

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	664,557	721,273	700,358	700,358	495,813	850,072	149,714	21.38%
Fringe Benefits	290,071	299,875	257,302	257,302	175,396	321,540	64,238	24.97%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	18,583	23,013	35,000	35,000	16,099	35,000	0	0.00%
Purchased Services	1,831	3,970	5,100	5,100	6,058	5,100	0	0.00%
Interdepartmental Charges	4,279	5,446	5,000	5,000	3,011	5,000	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	29,251	38,627	0	0	24,329	5,140	5,140	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>1,008,572</b>	<b>1,092,204</b>	<b>1,002,760</b>	<b>1,002,760</b>	<b>720,706</b>	<b>1,221,852</b>	<b>219,092</b>	<b>21.85%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	19,835	41,306	13,500	13,500	29,091	13,500	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	43	0	0	5	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>19,835</b>	<b>41,349</b>	<b>13,500</b>	<b>13,500</b>	<b>29,096</b>	<b>13,500</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>988,737</b>	<b>1,050,855</b>	<b>989,260</b>	<b>989,260</b>	<b>691,610</b>	<b>1,208,352</b>	<b>219,092</b>	<b>22.15%</b>

**SHERIFF'S OFFICE-SUPPORT SERVICES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 112-4

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	788,505	808,785	920,555	920,555	541,356	1,016,404	95,849	10.41%
Fringe Benefits	343,210	370,811	396,901	396,901	252,983	487,054	90,153	22.71%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	47,586	39,262	25,500	25,500	9,236	25,500	0	0.00%
Purchased Services	36,955	50,181	83,778	83,778	34,226	84,428	650	0.78%
Interdepartmental Charges	179,346	249,258	344,069	344,069	272,353	351,574	7,505	2.18%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	5,199	0	0	0	2,253	0	0	0.00%
Capital Outlay	20,000	0	390,750	390,750	168,773	30,000	-360,750	-92.32%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>1,420,801</b>	<b>1,518,297</b>	<b>2,161,553</b>	<b>2,161,553</b>	<b>1,281,180</b>	<b>1,994,960</b>	<b>-166,593</b>	<b>-7.71%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	1,745	1,181	2,000	2,000	1,400	1,200	-800	-40.00%
Other Financing Sources	0	0	331,000	331,000	331,000	0	-331,000	-100.00%
<b>TOTAL REVENUES</b>	<b>1,745</b>	<b>1,181</b>	<b>333,000</b>	<b>333,000</b>	<b>332,400</b>	<b>1,200</b>	<b>-331,800</b>	<b>-99.64%</b>
<b>TAX LEVY</b>	<b>1,419,056</b>	<b>1,517,116</b>	<b>1,828,553</b>	<b>1,828,553</b>	<b>948,780</b>	<b>1,993,760</b>	<b>165,207</b>	<b>9.03%</b>

**SHERIFF'S OFFICE-SPECIAL SERVICES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 112-5

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	34,273	12,026	10,350	10,350	4,380	10,350	0	0.00%
Purchased Services	46,282	48,178	64,100	64,100	39,319	64,100	0	0.00%
Interdepartmental Charges	135,543	134,468	145,000	145,000	55,961	145,000	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	28,382	43,439	26,680	26,680	26,680	29,555	2,875	10.78%
Capital Outlay	152,585	174,631	163,000	163,000	164,404	213,720	50,720	31.12%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>397,065</b>	<b>412,742</b>	<b>409,130</b>	<b>409,130</b>	<b>290,744</b>	<b>462,725</b>	<b>53,595</b>	<b>13.10%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	3,788	0	0	0	28,332	0	0	0.00%
Public Charges for Services	58,660	42,167	74,250	74,250	25,049	63,750	-10,500	-14.14%
Intergovernmental Charges	4,603	10,863	0	0	0	0	0	0.00%
Interdepartmental Charges	2,316	2,160	2,300	2,300	1,412	2,300	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	42,496	58,501	19,000	19,000	0	18,000	-1,000	-5.26%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>111,863</b>	<b>113,691</b>	<b>95,550</b>	<b>95,550</b>	<b>54,793</b>	<b>84,050</b>	<b>-11,500</b>	<b>-12.04%</b>
<b>TAX LEVY</b>	<b>285,202</b>	<b>299,051</b>	<b>313,580</b>	<b>313,580</b>	<b>235,951</b>	<b>378,675</b>	<b>65,095</b>	<b>20.76%</b>

**SHERIFF'S OFFICE-JAIL**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 112-6

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	2,869,417	2,908,791	2,680,083	2,680,083	1,995,283	2,812,011	131,928	4.92%
Fringe Benefits	883,109	904,217	961,968	961,968	633,848	949,712	-12,256	-1.27%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	148,222	149,697	135,600	135,600	96,593	210,800	75,200	55.46%
Purchased Services	712,647	739,247	797,640	797,640	449,208	792,676	-4,964	-0.62%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	21,518	59,521	51,253	51,253	10,195	17,610	-33,643	-65.64%
Capital Outlay	49,448	26,018	155,973	155,973	62,896	0	-155,973	-100.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>4,684,361</b>	<b>4,787,491</b>	<b>4,782,517</b>	<b>4,782,517</b>	<b>3,248,023</b>	<b>4,782,809</b>	<b>292</b>	<b>0.01%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	41,469	51,789	30,000	30,000	0	32,750	2,750	9.17%
Public Charges for Services	366,806	312,437	349,750	349,750	234,137	356,250	6,500	1.86%
Intergovernmental Charges	283,495	271,345	211,000	211,000	156,106	208,365	-2,635	-1.25%
Interdepartmental Charges	1,531	1,079	2,000	2,000	63	2,000	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	155,730	140,613	142,500	142,500	161,429	144,125	1,625	1.14%
Other Financing Sources	189,162	81,510	191,843	191,843	191,843	99,200	-92,643	-48.29%
<b>TOTAL REVENUES</b>	<b>1,038,193</b>	<b>858,773</b>	<b>927,093</b>	<b>927,093</b>	<b>743,578</b>	<b>842,690</b>	<b>-84,403</b>	<b>-9.10%</b>
<b>TAX LEVY</b>	<b>3,646,168</b>	<b>3,928,718</b>	<b>3,855,424</b>	<b>3,855,424</b>	<b>2,504,445</b>	<b>3,940,119</b>	<b>84,695</b>	<b>2.20%</b>

**SHERIFF'S OFFICE-EMERGENCY MANAGEMENT**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 113

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	135,820	89,121	118,046	118,046	67,591	118,990	944	0.80%
Fringe Benefits	17,235	25,536	33,851	33,851	21,503	33,772	-79	-0.23%
Travel & Training	2,404	2,807	4,050	4,050	546	4,050	0	0.00%
Supplies	43,446	20,824	44,021	44,021	7,555	36,821	-7,200	-16.36%
Purchased Services	50,876	7,682	22,660	22,660	4,284	21,850	-810	-3.57%
Interdepartmental Charges	25,180	24,403	30,526	30,526	15,794	28,801	-1,725	-5.65%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	7,368	9,898	4,283	4,283	4,083	4,083	-200	-4.67%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>282,329</b>	<b>180,271</b>	<b>257,437</b>	<b>257,437</b>	<b>121,356</b>	<b>248,367</b>	<b>-9,070</b>	<b>-3.52%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	157,292	85,758	76,398	76,398	18,796	76,398	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	11,999	11,703	15,000	15,000	50	15,000	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>169,291</b>	<b>97,461</b>	<b>91,398</b>	<b>91,398</b>	<b>18,846</b>	<b>91,398</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>113,038</b>	<b>82,810</b>	<b>166,039</b>	<b>166,039</b>	<b>102,510</b>	<b>156,969</b>	<b>-9,070</b>	<b>-5.46%</b>

**SHERIFF'S OFFICE-JAIL ASSESSMENT**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 212

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	317,750	81,510	191,843	191,843	191,843	99,200	-92,643	-48.29%
<b>TOTAL EXPENDITURES</b>	<b>317,750</b>	<b>81,510</b>	<b>191,843</b>	<b>191,843</b>	<b>191,843</b>	<b>99,200</b>	<b>-92,643</b>	<b>-48.29%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	107,586	103,070	191,843	191,843	80,730	99,200	-92,643	-48.29%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	158,875	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>266,461</b>	<b>103,070</b>	<b>191,843</b>	<b>191,843</b>	<b>80,730</b>	<b>99,200</b>	<b>-92,643</b>	<b>-48.29%</b>
<b>TAX LEVY</b>	<b>51,289</b>	<b>-21,560</b>	<b>0</b>	<b>0</b>	<b>111,113</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

**SHERIFF'S OFFICE-JAIL COMMISSARY**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 210

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	15,399	15,729	15,927	15,927	10,517	15,823	-104	-0.65%
Fringe Benefits	2,204	2,303	2,301	2,301	1,520	2,255	-46	-2.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	17,198	18,754	13,897	13,897	20,915	16,528	2,631	18.93%
Purchased Services	23,017	3,155	23,000	23,000	20,463	23,000	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>57,818</b>	<b>39,941</b>	<b>55,125</b>	<b>55,125</b>	<b>53,415</b>	<b>57,606</b>	<b>2,481</b>	<b>4.50%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	44,102	46,328	55,125	55,125	38,509	57,605	2,480	4.50%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>44,102</b>	<b>46,328</b>	<b>55,125</b>	<b>55,125</b>	<b>38,509</b>	<b>57,605</b>	<b>2,480</b>	<b>4.50%</b>
<b>TAX LEVY</b>	<b>13,716</b>	<b>-6,387</b>	<b>0</b>	<b>0</b>	<b>14,906</b>	<b>1</b>	<b>1</b>	<b>0.00%</b>

## SHERIFF'S OFFICE BUDGET HIGHLIGHTS

### EXPENDITURES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
112-5-05-61255-000	Sheriff Fleet Vehicles	Capital Project #112-01 Vehicle Replacement	\$213,720
<b>Total Increase/-Decrease</b>			<b>\$213,720</b>

### REVENUES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
<b>Total Increase/-Decrease</b>			<b>\$0</b>

### WAGE & BENEFIT CHANGES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
112-3-01	Investigations Wages	Requested additional Investigator 7/1/16 start	\$37,649
112-4-01	Support Services Wages	Requested Two additional dispatchers for EMD 7/1/19 start	\$66,255
112-4-01	Support Services Wages	Funds related to the 2015 phased in dispatcher positions	\$114,412
112-6-04	Court Services Unit Wages	Increase utilization of part-time deputies	\$57,268
<b>Total Increase/-Decrease</b>			<b>\$275,584</b>

### LEVY REQUEST

2016 LEVY REQUEST	<b>\$10,842,414</b>
OVERALL \$ INCREASE/-DECREASE	<b>\$445,221</b>
OVERALL % INCREASE/-DECREASE	<b>4.28%</b>

## SHERIFF'S OFFICE

### MISSION

The Ozaukee County Sheriff's Office has been entrusted with duties and responsibilities to preserve, protect, and defend people and property, and to maintain civil order exemplifying the highest standard of conduct both on and off duty. Office members shall uphold all laws, and function in an ethical, courteous, impartial, and professional manner while ensuring the rights and dignity of all persons.

### GOALS

The vision of the Ozaukee County Sheriff Office is to continue in our quest to provide law enforcement services utilizing cutting edge technology for deterrence, detection, and apprehension of law violators, thus improving community safety and security.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
<b>SHERIFF'S OFFICE</b>		
Administrative Services	Chapter 19 & 59	Keep records related to all matters involving the Sheriff's Office. Assist deputy sheriffs' with various matters related to records & financial reporting. Provide administrative assistance for efficient operation of the department.
Administrative-Sheriff, Undersheriff	Chapter 59	The Sheriff is a constitutionally elected position. The Undersheriff is an appointed position. Primary individuals are responsible for operation of the Sheriff's Office.
Civil Process	Chapter 59.27(4) & 59.27(12)	Serve or execute all processes, writs, precepts and orders issued or made by lawful authority and delivered to the sheriff. Also required to service foreclosures and conduct Sheriff sales.
Communications	Chapter 59, 146.70 & FCC regulations	Emergency & non-emergency dispatch services for the citizens of the county for Sheriff's office, various other law enforcement agencies, and fire departments, EMS, ambulances & other public & private organizations as needed. Serve as the public-safety answering point (PSAP) for wireless 911 calls for all public safety services agencies in the county.
Corrections-Jail	Chapter 59.27(1), 302,303 & DOC regulations	Take the charge and custody of the jail maintained by the county and the persons in the jail, and keep the persons in the jail personally or by a deputy or jailer. Prisoners are held for pretrial holds, convictions, writs, probation holds, parole holds, and warrants for their jurisdictions, capiases and court orders.
Court Services & Security	Chapter 59.27 (3)	Attend upon the circuit court held in the sheriff's county during its session, and at the request of the court file with the clerk thereof a list of deputies for attendance on the court.
Inmate & Prisoner Transportation	Chapter 59.29(1)	Required to transport incarcerated persons for medical services, court appearances and any other transports ordered by the court. Transport arrested persons from any other legal jurisdiction to county facility upon court order.
Inmate Services	Chapter 59.27(1), 302, 303 & DOC regulations	Provide for the humane treatment of inmates according to recognized national standards, including but not limited to nutrition, medical services, mental health services, clothing, recreation & education programs, safeguarding inmate funds & property, provide canteen services and assist non-working or working inmates to obtain gainful employment.
Investigative Services	Chapter 59.27(7), 59.28(1), 21, 33, 36,37,38,81,90,93,95,343.	Provide investigative follow-up to initial department incidents and other departments as requested. Provide specialized services for: criminal activity, welfare fraud, assisting human services agencies with investigations, execution of search warrants.
Patrol Services	Chapter 59.27(7), 59.28(1), 21, 33, 36,37,38,81,90,93,95,343.	In general provides necessary service to keep & preserve the peace on all lands deemed within the county's boundaries. Patrols & enforces Wisconsin State Statutes, traffic laws, County & municipal ordinances. Also investigates traffic crashes, serves warrants & other court orders, & keep & preserve the peace.
Traffic Safety Committee	Chapter 83.013	Commission to meet quarterly to review accident data from county & other traffic safety related matters. Commission to

## PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
		make written recommendations for any corrective actions it deems appropriate to county board or any other appropriate branch of local government.
<b>EMERGENCY MANAGEMENT</b>		
Training	Chapter 165.25 & LESB 307	Maintain training records and conducts in-service training for all departmental employees.
Administer Rescue Boat		The provision of a direct service to mariners of Ozaukee County through response to emergency events occurring in Ozaukee County waterways.
Duties under Emergency Management	Ch. 323	The Division of Emergency Management spends the majority of its resources on preparedness activities which include planning, training, exercising and development of relationships between governmental and non-governmental entities.
Duties Under EPCRA	42USC 11000-11050	EPCRA (Emergency Planning Community Right-To-Know Act) establishes County requirements for the emergency planning and Community Right-to-Know reporting on hazardous and toxic chemicals. The Community Right-to-Know provisions help increase the public's knowledge and access to information on chemicals at individual facilities, their uses, and releases into the environment.
Administer Hazardous Materials Team	Ch. 323 & 42USC11000	Hazardous Materials Response Team: The team serves all of Ozaukee County, providing assistance to other response organizations, supporting one another's goal of minimizing the effects of chemical spills or releases.
Multi-Jurisdictional Enforcement Group		Office partners with other agencies to form the MEG unit for specialized investigations into drug trafficking in the county & coordinate such activities with other State & Federal Authorities.
Fleet Management		The Fleet Management program provides maintenance and upkeep for the vehicles utilize by the OZSO. It is also responsible for all capital purchases of vehicles on an annual basis, including the developing of specifications and requests for proposals, and the purchase of vehicles.
Juvenile Court Referrals		It is the expresses intent of the Juvenile Office to promote a Juvenile Justice System capable of handling juvenile delinquency incidents. The purpose of this approach is to protect the community, impose accountability for violations of law, and provides juvenile offenders with the competency to live responsibly and productively. Efforts to control juvenile delinquency utilize prevention of the delinquent act and the reduction of recidivism.

## PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
Open Records Requests responses	90% of all records requests will be answered before the mandatory 10 day requirement	90%	90%	90%
Inmate custody processing	100% of inmates booked into the jail will be assessed at intake to determine any physical, mental, or medical needs and referrals made when needed.	100%	100%	100%
Drug Related Calls for Service review	100% of the drug related calls for service will be forwarded to the Drug Unit for review.	n/a	n/a	100%
Vehicle accident reporting	100% of accidents will be reviewed by a supervisor for completeness and accuracy	100%	100%	100%
Water Safety Incidents / Hazmat Incidents reporting	95% of all Water Safety/Hazmat incidents will have a debriefing following the conclusion of the incident	95%	95%	95%

**PERFORMANCE MEASUREMENTS**

<b>Activity</b>	<b>Performance Measure</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Timely and accurate service of civil process	90% of process paperwork will be served before the limits as set by Wisconsin State Statutes	90%	90%	90%
Violations processing	95% of accidents will be reviewed by a supervisor for completeness and accuracy	95%	95%	95%
911 Calls received	100% of 911 calls received will be answered	100%	100%	100%

**PERSONNEL**

<b>Current Positions</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Funded Positions (Paid Positions)	141	144	148
Funded FTE Positions	106	110	114

**Changes for 2016**

Addition of two new dispatcher positions to allow full implementation of Emergency Medical Dispatch (EMD) for county residents. EMD allows the dispatcher to quickly narrow down the caller's type of medical or trauma situation, so as to better dispatch emergency services, and provide assistance to the caller and quality medical information to first responders.

# SHERIFF'S OFFICE PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_

Effective Date \_\_\_\_\_

### POSITION REQUEST - NEW

Position Title Dispatcher (2 positions)  
 Employee Group Sheriff Support Services  
 Pay Grade NM08  
 Annual Working Hours 2080

### POSITION REQUEST - CHANGE

Position Title From: \_\_\_\_\_ To: \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_  
 Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_  
 Annual Working Hours From: \_\_\_\_\_ To: \_\_\_\_\_

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	\$42,473.60	
Overtime	\$0.00	
Social Security	\$2,633.36	
Medicare	\$615.86	
Retirement	\$2,803.26	
Health Insurance	\$28,350.26	
Life Insurance	\$80.64	
Disability Insurance	\$174.24	
<b>Subtotal Salary &amp; Benefits</b>	<b>\$77,131.22</b>	
Furniture Requirements	\$0.00	
Equipment Requirements	\$0.00	
<b>Total Annual Expense</b>	<b>\$77,131.22</b>	
Funding Amount	\$0.00	
<b>Total Fiscal Impact</b>	<b>\$77,131.22</b>	
Funding Source	General Fund	
<b>Cost Center(s) Expensed</b>	112-4-01	100% %
<b>&amp; Allocations</b>	_____	_____ %
	_____	_____ %
	_____	_____ %
	_____	_____ %

### JUSTIFICATION

Budgeted for one half year. Second phase of hiring personnel for the implementation of Emergency Medical Dispatch

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

## SHERIFF'S OFFICE PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_

Effective Date \_\_\_\_\_

### POSITION REQUEST - NEW

Position Title Investigator  
 Employee Group Sheriff Investigations  
 Pay Grade LAW01  
 Annual Working Hours 2080

### POSITION REQUEST - CHANGE

Position Title From: \_\_\_\_\_ To: \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_  
 Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_  
 Annual Working Hours From: \_\_\_\_\_ To: \_\_\_\_\_

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	\$23,766.00	
Overtime	\$0.00	
Social Security	\$1,473.53	
Medicare	\$344.62	
Retirement	\$2,234.06	
Health Insurance	\$13,867.00	
Life Insurance	\$46.08	
Disability Insurance	\$97.44	
<b>Subtotal Salary &amp; Benefits</b>	<b>\$41,828.73</b>	
Furniture Requirements	\$0.00	
Equipment Requirements	\$0.00	
<b>Total Annual Expense</b>	<b>\$41,828.73</b>	
Funding Amount	\$0.00	
<b>Total Fiscal Impact</b>	<b>\$41,828.73</b>	
Funding Source	General Fund	
<b>Cost Center(s) Expensed</b>	112-3-01	100% %
<b>&amp; Allocations</b>	_____	_____ %
	_____	_____ %
	_____	_____ %
	_____	_____ %

### JUSTIFICATION

Budgeted for half a year in 2016. Increased need for a Detective in the Investigations Unit to provide enhanced investigative services to county residents. Also provided additional specialized detective resources to local law enforcement agencies.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

# SHERIFF'S OFFICE PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_

Effective Date \_\_\_\_\_

### POSITION REQUEST - NEW

Position Title Office Assistant - Media  
 Employee Group Sheriff Support Services  
 Pay Grade NM05  
 Annual Working Hours 1040

### POSITION REQUEST - CHANGE

Position Title From: \_\_\_\_\_ To: \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_  
 Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_  
 Annual Working Hours From: \_\_\_\_\_ To: \_\_\_\_\_

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	\$14,936.69	
Overtime	\$323.15	
Social Security	\$946.11	
Medicare	\$221.27	
Retirement	\$1,007.15	
Health Insurance	\$0.00	
Life Insurance		
Disability Insurance		
<b>Subtotal Salary &amp; Benefits</b>	<b>\$17,434.37</b>	
Furniture Requirements	\$0.00	
Equipment Requirements	\$0.00	
<b>Total Annual Expense</b>	<b>\$17,434.37</b>	
Funding Amount	\$0.00	
<b>Total Fiscal Impact</b>	<b>\$17,434.37</b>	
Funding Source	General Fund	
<b>Cost Center(s) Expensed</b>	112-4-01	100% %
<b>&amp; Allocations</b>	_____	_____ %
	_____	_____ %
	_____	_____ %
	_____	_____ %

### JUSTIFICATION

The job of the Office Assistant-Media will be to provide administrative support with specific responsibilities for maintaining and processing the various digital media records for the Sheriff's Office. These records may include: photographs, 911 calls, ICOP dash cam videos, body camera videos, and various other audio files.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

## SHERIFF'S OFFICE 2016 - REQUESTED CAPITAL PROJECTS

### 112-01-Vehicle Replacement

Annual replacement of vehicles in Sheriff's Office Fleet, including transport vans. This is done on a scheduled basis, instead of one large capital project every couple of years. 2016 request is for six (6) squads and one (1) transport van.

61255	Vehicles	\$213,720	41000	Tax Levy	\$213,720
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**Expense Total: \$213,720**

**Revenue Total: \$213,720**



**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

### 112-04-Radio-MDB Equipment & Replacement

Annual replacement of radio equipment and hardware both portable and fixed on yearly basis because radios and support equipment are necessary to provide efficient communication between all individuals involved in providing law enforcement services.

61212	Moveable Equipment	\$30,000	41000	Tax Levy	\$30,000
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**Expense Total: \$30,000**

**Revenue Total: \$30,000**



**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

**112-10-Patrol Office & Storage**

Upgrade patrol lockers in the squad garage that will allow for secure storage of patrol officer's equipment. Remodel the roll call room, deputy report writing area, and the patrol sergeants office. The roll call room and patrol sergeants office need up-date office equipment (desks, tables, chairs) to be able to work efficiently.

62512	Building Improvements	\$26,397	41000	Tax Levy	\$26,397
<b>Expense Total:</b>		<b>\$26,397</b>	<b>Revenue Total:</b>		<b>\$26,397</b>

**Other Revenue Sources (49000):**

- Direct Project Charges
- Donations
- Fund Balance Applied
- General Fund
- Capital Reserve
- Capital Reserve Carryover
- Bonding
- Energy Efficiency Project

**112-11-Body Camera Deployment**

Body cameras are small, pager-size cameras that attach to a deputy's uniform and record video and audio of law enforcement interactions with the public. The use of body cameras is becoming increasingly prevalent in law enforcement. The recordings serve the role of an unbiased observer. Body worn cameras provide increased transparency to both officer and citizen statements and conduct during a law enforcement event. Officers can use the videos to write reports, to prepare to testify at trial, and to assist the District Attorney's Office in prosecution. Body camera would be

61112	Computer Equipment	\$15,688	41000	Tax Levy	\$15,688
<b>Expense Total:</b>		<b>\$15,688</b>	<b>Revenue Total:</b>		<b>\$15,688</b>



**Other Revenue Sources (49000):**

- Direct Project Charges
- Donations
- Fund Balance Applied
- General Fund
- Capital Reserve
- Capital Reserve Carryover
- Bonding
- Energy Efficiency Project

*Removed \$50,000-Funded \$15,688- Pilot Program*

<b>Total Department for 2016:</b>	<b>\$285,805</b>	<b>\$285,805</b>
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# PUBLIC WORKS



## PUBLIC WORKS COMMITTEE

KATHLYN GERACIE, CHAIRPERSON  
 JOHN SLATER, VICE CHAIRPERSON  
 LEROY HAEUSER  
 DONALD KORINEK  
 STEVEN RISHEL

Gerard Behlen	Facilities Superintendent	Justice Center	262-238-8399
Robert Dreblow	Public Works Director	Highway Department	262-284-8331
Joe Hicks	Facilities Superintendent	Administration Center	262-238-8327
Jason Wittek	Transit Superintendent	Transit Center	262-238-8108

**ADMINISTRATION CENTER**  
 121 W. Main St  
 Port Washington, WI 53074  
 (262) 284-9411

**JUSTICE CENTER**  
 1201 S. Spring St.  
 Port Washington, WI 53074  
 (262) 284-9411

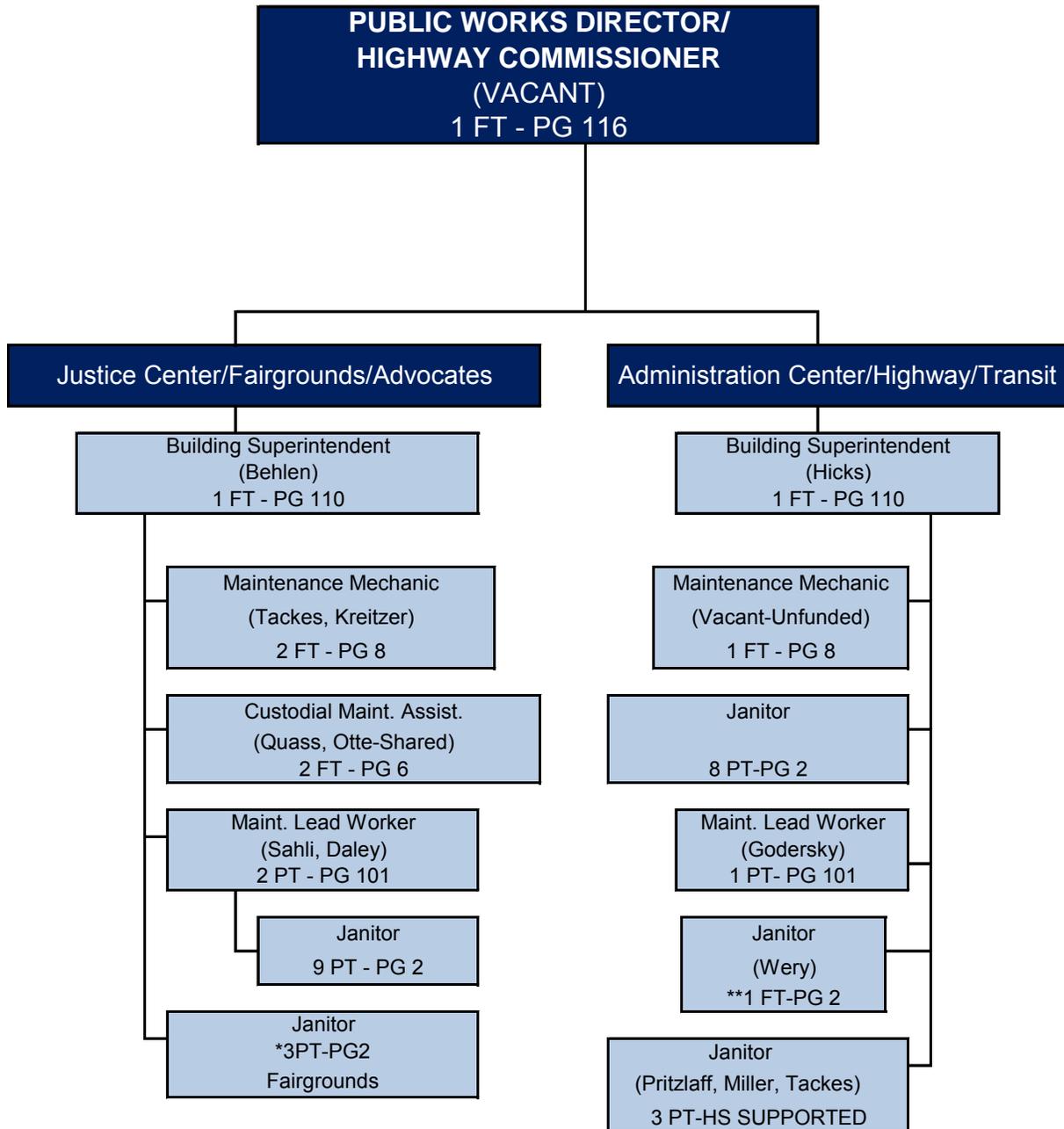
**HIGHWAY DEPARTMENT**  
 410 S. Spring St.  
 Port Washington, WI 53074  
 (262) 284-8331

**TRANSIT CENTER**  
 410 S. Spring St.  
 Port Washington, WI 53074  
 (262)284-8108

**LASATA CARE CENTER**  
 W76N677 Wauwatosa Rd  
 Cedarburg, WI 53012  
 (262) 377-5060

<http://www.co.ozaukee.wi.us>

**FACILITIES MANAGEMENT  
ORGANIZATIONAL CHART**



**FACILITIES MANAGEMENT**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
**OVERALL DEPARTMENT SUMMARY**

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	453,150	457,215	487,502	487,502	330,674	415,629	-71,873	-14.74%
Fringe Benefits	175,323	161,280	168,161	168,161	100,645	120,808	-47,353	-28.16%
Travel & Training	243	26	550	550	127	200	-350	-63.64%
Supplies	66,324	57,347	86,135	86,135	41,774	85,735	-400	-0.46%
Purchased Services	461,351	465,153	509,431	529,431	272,622	481,303	-28,128	-5.52%
Interdepartmental Charges	33,474	21,649	64,236	124,236	14,888	81,751	17,515	27.27%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	16,840	5,714	4,987	4,987	2,914	17,812	12,825	257.17%
Capital Outlay	157,646	270,428	0	130,000	247,424	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>1,364,351</b>	<b>1,438,812</b>	<b>1,321,002</b>	<b>1,531,002</b>	<b>1,011,068</b>	<b>1,203,238</b>	<b>-117,764</b>	<b>-8.91%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	59,443	45,904	41,398	41,398	26,599	50,440	9,042	21.84%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	184	0	0	0.00%
Other Revenues	29,659	237	12,000	12,000	96,835	0	-12,000	-100.00%
Other Financing Sources	255,000	400,000	0	210,000	210,000	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>344,102</b>	<b>446,141</b>	<b>53,398</b>	<b>263,398</b>	<b>333,618</b>	<b>50,440</b>	<b>-2,958</b>	<b>-5.54%</b>
<b>TAX LEVY</b>	<b>1,020,249</b>	<b>992,671</b>	<b>1,267,604</b>	<b>1,267,604</b>	<b>677,450</b>	<b>1,152,798</b>	<b>-114,806</b>	<b>-9.06%</b>

**FACILITIES MANAGEMENT-ADMINISTRATION BUILDING**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 109-1-01

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	163,494	169,525	164,775	164,775	121,604	90,416	-74,359	-45.13%
Fringe Benefits	63,560	53,358	51,834	51,834	35,887	26,173	-25,661	-49.51%
Travel & Training	57	0	400	400	7	0	-400	-100.00%
Supplies	35,284	23,818	44,435	44,435	24,793	46,835	2,400	5.40%
Purchased Services	207,922	222,452	241,481	241,481	128,940	232,753	-8,728	-3.61%
Interdepartmental Charges	12,486	10,769	12,033	12,033	6,392	12,295	262	2.18%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	2,371	5,133	2,337	2,337	2,287	1,132	-1,205	-51.56%
Capital Outlay	151,846	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>637,020</b>	<b>485,055</b>	<b>517,295</b>	<b>517,295</b>	<b>319,910</b>	<b>409,604</b>	<b>-107,691</b>	<b>-20.82%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	59,443	45,904	41,398	41,398	26,599	50,440	9,042	21.84%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	45	237	12,000	12,000	16,005	0	-12,000	-100.00%
Other Financing Sources	150,000	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>209,488</b>	<b>46,141</b>	<b>53,398</b>	<b>53,398</b>	<b>42,604</b>	<b>50,440</b>	<b>-2,958</b>	<b>-5.54%</b>
<b>TAX LEVY</b>	<b>427,532</b>	<b>438,914</b>	<b>463,897</b>	<b>463,897</b>	<b>277,306</b>	<b>359,164</b>	<b>-104,733</b>	<b>-22.58%</b>

**FACILITIES MANAGEMENT-JUSTICE CENTER**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 109-1-02

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	289,656	287,690	322,727	322,727	209,071	325,214	2,487	0.77%
Fringe Benefits	111,763	107,922	116,327	116,327	64,759	94,635	-21,692	-18.65%
Travel & Training	186	26	150	150	120	200	50	33.33%
Supplies	31,039	33,509	41,600	41,600	16,981	38,800	-2,800	-6.73%
Purchased Services	203,962	240,084	257,950	277,950	140,982	238,550	-19,400	-7.52%
Interdepartmental Charges	20,988	9,766	50,203	110,203	8,495	67,456	17,253	34.37%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	14,469	581	2,650	2,650	626	16,680	14,030	529.43%
Capital Outlay	5,800	270,428	0	130,000	13,862	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>677,863</b>	<b>950,006</b>	<b>791,607</b>	<b>1,001,607</b>	<b>454,896</b>	<b>781,535</b>	<b>-10,072</b>	<b>-1.27%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	28	0	0	0	0	0	0	0.00%
Other Financing Sources	95,000	400,000	0	210,000	210,000	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>95,028</b>	<b>400,000</b>	<b>0</b>	<b>210,000</b>	<b>210,000</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>582,835</b>	<b>550,006</b>	<b>791,607</b>	<b>791,607</b>	<b>244,896</b>	<b>781,535</b>	<b>-10,072</b>	<b>-1.27%</b>

**FACILITIES MANAGEMENT-ADVOCATES HOUSE**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 General Fund - 109-1-03

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	20	100	100	0	100	0	0.00%
Purchased Services	49,467	2,617	10,000	10,000	2,700	10,000	0	0.00%
Interdepartmental Charges	0	1,114	2,000	2,000	0	2,000	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	233,561	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>49,467</b>	<b>3,751</b>	<b>12,100</b>	<b>12,100</b>	<b>236,261</b>	<b>12,100</b>	<b>0</b>	<b>0.00%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	184	0	0	0.00%
Other Revenues	29,586	0	0	0	80,830	0	0	0.00%
Other Financing Sources	10,000	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>39,586</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>81,014</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>9,881</b>	<b>3,751</b>	<b>12,100</b>	<b>12,100</b>	<b>155,247</b>	<b>12,100</b>	<b>0</b>	<b>0.00%</b>

**FACILITIES MANAGEMENT-FAIRGROUNDS**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 220

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	11,287	29,621	35,581	35,581	22,202	35,472	-109	-0.31%
Fringe Benefits	2,016	9,257	4,733	4,733	3,215	3,953	-780	-16.48%
Travel & Training	0	265	150	150	93	200	50	33.33%
Supplies	12,841	22,421	14,150	14,150	8,221	16,350	2,200	15.55%
Purchased Services	155,651	172,002	192,750	192,750	113,284	206,475	13,725	7.12%
Interdepartmental Charges	1,765	6,811	5,050	5,050	24,691	5,300	250	4.95%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	33,885	19,175	750	750	3,122	3,084	2,334	311.20%
Capital Outlay	0	5,200	30,000	80,000	82,292	0	-30,000	-100.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>217,445</b>	<b>264,752</b>	<b>283,164</b>	<b>333,164</b>	<b>257,120</b>	<b>270,834</b>	<b>-12,330</b>	<b>-4.35%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	145,803	158,526	173,205	173,205	111,069	177,000	3,795	2.19%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	25	47	0	0	27,730	0	0	0.00%
Other Financing Sources	50,000	0	0	50,000	50,000	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>195,828</b>	<b>158,573</b>	<b>173,205</b>	<b>223,205</b>	<b>188,799</b>	<b>177,000</b>	<b>3,795</b>	<b>2.19%</b>
<b>TAX LEVY</b>	<b>21,617</b>	<b>106,179</b>	<b>109,959</b>	<b>109,959</b>	<b>68,321</b>	<b>93,834</b>	<b>-16,125</b>	<b>-14.66%</b>

## FACILITIES MANAGEMENT-ADMINISTRATION BUDGET HIGHLIGHTS

### EXPENDITURES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/Dec
<b>Total Increase/-Decrease</b>			<b>\$0</b>

### REVENUES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/Dec
109-1-01-45109-000	Janitorial Rent	filled vacant positions	\$9,042
<b>Total Increase/-Decrease</b>			<b>\$9,042</b>

### WAGE & BENEFIT CHANGES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/Dec
601-2-03-51101-000	Salaries & Benefits	Janitor upgraded from NM 04 to NM 06	\$2,009
211-1-01-51104-000	Salaries & Benefits	Janitor upgraded from NM 04 to NM 06	\$989
<b>Total Increase/-Decrease</b>			<b>\$2,998</b>

### LEVY REQUEST

2016 LEVY REQUEST	<b>\$359,164</b>
OVERALL \$ INCREASE/-DECREASE	<b>-\$104,733</b>
OVERALL % INCREASE/-DECREASE	<b>-22.58%</b>

## FACILITIES MANAGEMENT-JUSTICE CENTER BUDGET HIGHLIGHTS

### EXPENDITURES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
109-1-02-54202-000	Heating	Projected decrease in natural gas usage and cost	-\$10,000
109-1-02-55103-000	Hwy-Grounds Maintenance	Parking lot repair/resurfacing	\$15,000
<b>Total Increase/-Decrease</b>			<b>\$5,000</b>

### REVENUES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
<b>Total Increase/-Decrease</b>			<b>\$0</b>

### WAGE & BENEFIT CHANGES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
109-1-02-51203-000	Health Insurance	New employee on single plan	-\$20,625
<b>Total Increase/-Decrease</b>			<b>-\$20,625</b>

### LEVY REQUEST

2016 LEVY REQUEST	<b>\$781,535</b>
OVERALL \$ INCREASE/-DECREASE	<b>-\$10,072</b>
OVERALL % INCREASE/-DECREASE	<b>-1.27%</b>

## FACILITES MANAGEMENT-FAIRGROUNDS BUDGET HIGHLIGHTS

### EXPENDITURES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
220-1-01-54201-000	Electricity	Addition of 2 new buildings and increased usage	\$7,500
220-1-01-54304-000	Grouns Maintenance	Landscape around new buildings	\$2,000
<b>Total Increase/-Decrease</b>			<b>\$9,500</b>

### REVENUES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
<b>Total Increase/-Decrease</b>			<b>\$0</b>

### WAGE & BENEFIT CHANGES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
<b>Total Increase/-Decrease</b>			<b>\$0</b>

### LEVY REQUEST-FAIRGROUNDS

2016 LEVY REQUEST	<b>\$93,834</b>
OVERALL \$ INCREASE/-DECREASE	<b>-\$16,125</b>
OVERALL % INCREASE/-DECREASE	<b>-14.66%</b>

## FACILITIES MANAGEMENT - ADMINISTRATION CENTER

### MISSION

Facilities Management's objective is to provide the county, its employees and the public a clean and safe environment in which to conduct business for the Administration Center and the Port Washington, Waubeka and Cedarburg highway locations. Our efforts will be to do this as efficiently and economically as possible.

### GOALS

The Facilities Management strives to maintain a high quality of maintenance and service to Ozaukee County buildings with less and more efficient staff members.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Administration Duties		Complete record keeping of repairs, invoices, etc.
Day-to-day Maintenance of Administration Center:		Complete building repair and maintenance; maintain heating ventilating and air conditioning systems, plumbing fixtures: drains, faucets, etc., and the electrical system and equipment within the building.
<ul style="list-style-type: none"> <li>▪ Construction</li> <li>▪ Electrical</li> <li>▪ Plumbing</li> <li>▪ HVAC</li> </ul>		
Grounds Maintenance		Clear snow from walks, trimming of grass, upkeep of flowers and shrubs, weed control.
Issuance of Keys		Provide keys to new employees.
Day-to-day Maintenance of Highway Buildings:		Complete janitorial and maintenance of Port Washington, Waubeka and Cedarburg highway locations.
<ul style="list-style-type: none"> <li>▪ Port Washington</li> <li>▪ Cedarburg</li> <li>▪ Waubeka</li> </ul>		
Work with architects and contractors on re-model projects		Oversee the construction process.
Work directly with department heads to determine office space requirements		Re-model office space to accommodate staff.
Transit Building		Complete building maintenance of new Transit Building. Clean buses and take care of janitorial and grounds.

### PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
Work Orders (Average) repairs	Addressed the same day, fixed if a priority.	1,700	1,800	1800
Re-modeling (Average hours per day)	Non priority. This can be planed ahead.	4	4	4
Average replacement of Light Bulbs (daily)	As needed, above work area must be done asap.	20	20	20
Preparing Annual Budget	Must be done on time	1	1	1
# of hours spent on management of records (daily): Orders, Bills, etc.	Completed 1-4 days	3	3	3
Staff hours dedicated to daily janitorial cleaning	Top priority restrooms must be kept clean & restocked of paper products daily.	27	27	27
# of Department Heads met with per day (Average)	Preparation & planning, when time permits.	2	2	2
# of Employees needed for snow removal	Clear access must be maintained, workers pulled off of their daily duties to clear snow/ ice top priority.	2	3	3
# of ballasts replaced daily (Average)	Changed in a timely manner.	4	4	4

**PERFORMANCE MEASUREMENTS**

<b>Activity</b>	<b>Performance Measure</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Fire protection system	Alarm system must be tested and in top condition. This would be a priority, if not working properly.			

**PERSONNEL**

<b>Current Positions</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Funded Positions (Paid Positions)	13	14	15
Funded FTE Positions	5.13	5.44	5.44

**Changes for 2016**

No changes.

## FACILITIES MANAGEMENT - JUSTICE CENTER, FAIRGROUNDS AND ADVOCATE'S HOUSE

### MISSION

Facilities Management's objective is to provide the county, its employees and the public a clean and safe environment in which to conduct business. Our efforts will be to do this as efficiently and economically as possible.

### GOALS

The Facilities Management Department strives to offer spectacular maintenance service and care for Ozaukee County buildings. In 2016, specific projects include parking lot and roof maintenance and repair, replacement of kitchen refrigeration equipment and continued energy reduction. At the fairgrounds, repair of a barn which has lifted due to the frost, is scheduled. No major projects are slated for the Advocate's House in 2016.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Day-to-day Maintenance of the Justice Center and Jail		Complete building repair and maintenance as needed including security, HVAC, electrical, plumbing and kitchen equipment as well as the structure itself. Also, routine grounds and building maintenance.
Day-to-day Maintenance of Advocates House		Maintaining of structure, heating and plumbing, and HVAC systems.
Day-to-day Maintenance of Fairgrounds		Complete building repair and maintenance of buildings, water, and HVAC systems.
Administration Management		Budget management, ordering of supplies, vendor oversight, project management.

### PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
Work Orders	Complete within 24 hours	900/1,000	1,050/1,200	1,150/1,250
Hours of Employee Supervision	Discuss job performance, priorities, timelines, safety and methods	2	1.5	2.5
Hours managing vendors, purchase orders, budget and meetings	Use reliable vendors and contractors	6	6.5	5.5
Project Completion	Complete major projects within contract provisions	3/4	4/5	5/5

### PERSONNEL

Current Positions	Adopted 2014	Adopted 2015	Target 2016
Funded Positions (Paid Positions)	18	19	19
Funded FTE Positions	7.44	8.59	8.91

### Changes for 2016

None

## FACILITIES-ADMINISTRATION PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_

Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_

Employee Group \_\_\_\_\_

Pay Grade \_\_\_\_\_

Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title From: Janitor Custodial Maintenance Assistant

Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_

Pay Grade From: 2 To: 6

Hourly Rate From: \$13.36 To: \$15.59

Annual Working Hours From: 1352 To: 1352

### BUDGET/FISCAL IMPACT

Regular Salary & Wages \_\_\_\_\_ \$2,623.92

Overtime \_\_\_\_\_

Social Security \_\_\_\_\_ \$162.69

Medicare \_\_\_\_\_ \$38.05

Retirement \_\_\_\_\_ \$173.18

Health Insurance \_\_\_\_\_ \$0.00

Life Insurance \_\_\_\_\_ \$0.00

Disability Insurance \_\_\_\_\_ \$0.00

**Subtotal Salary & Benefits** \_\_\_\_\_ **\$2,997.84**

Furniture Requirements \_\_\_\_\_ \$0.00

Equipment Requirements \_\_\_\_\_ \$0.00

**Total Annual Expense** \_\_\_\_\_ **\$2,997.84**

Funding Amount \_\_\_\_\_ \$0.00

**Total Fiscal Impact** \_\_\_\_\_ **\$2,997.84**

Funding Source \_\_\_\_\_

**Cost Center(s) Expensed** 601-2-03 \_\_\_\_\_ 67% %

**& Allocations** 211-1-01 \_\_\_\_\_ 33% %

\_\_\_\_\_ %

\_\_\_\_\_ %

\_\_\_\_\_ %

### JUSTIFICATION

Former superintendent has retired and shifted some preventative maintenance duties to this position. This individual is an outstanding & dependable worker and always willing to take on new tasks. He is performing higher duties tasks which would fall under the pay grade 6.

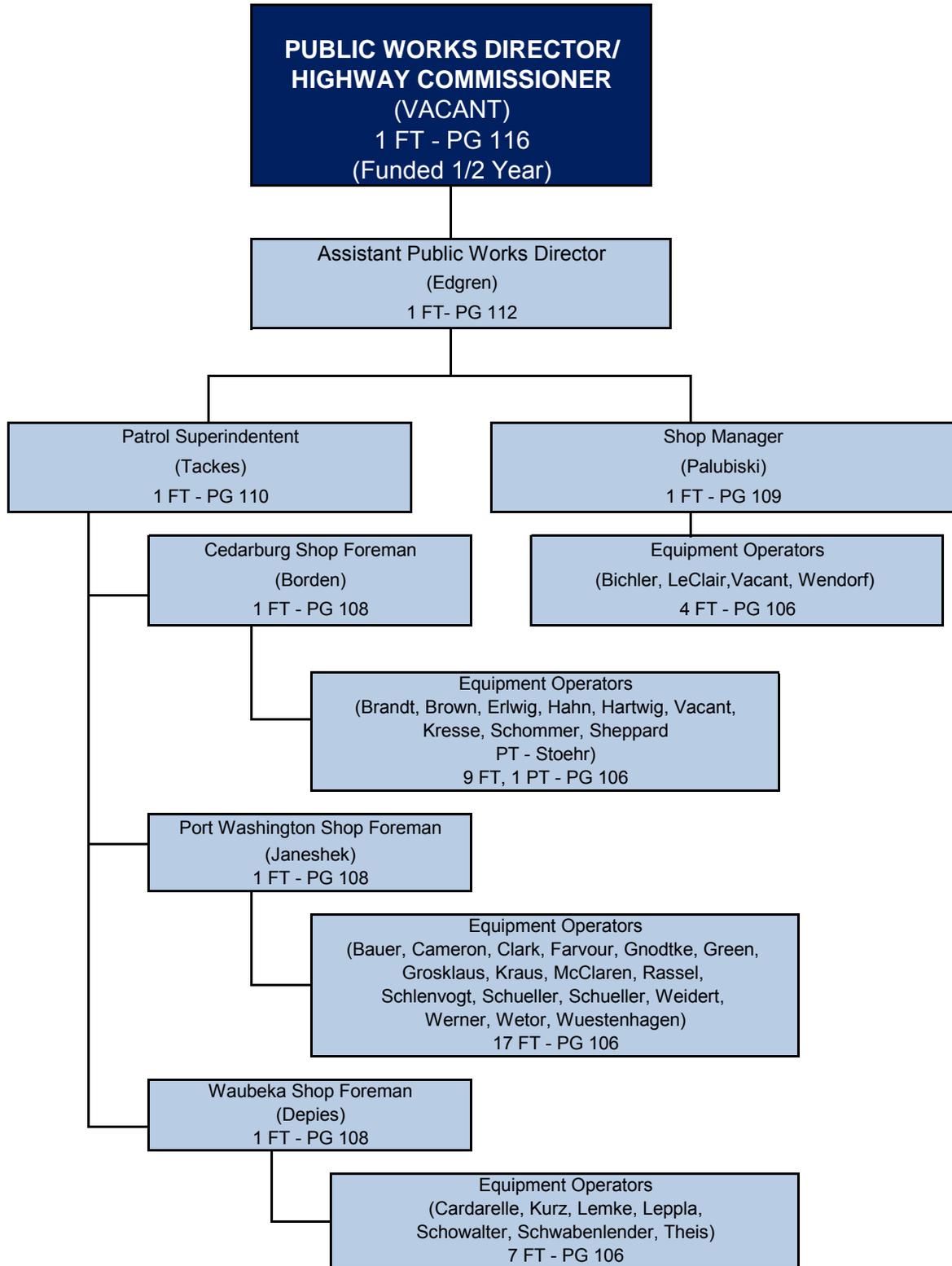
Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

Denied by: \_\_\_\_\_

Date: \_\_\_\_\_

**HIGHWAY DEPARTMENT  
ORGANIZATIONAL CHART**



**HIGHWAY-COUNTY ROADS AND BRIDGES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 205

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	5,698,314	4,676,195	4,862,429	5,262,429	2,671,896	5,388,946	526,517	10.83%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	676,884	225,000	0	0	1,400,000	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>6,375,198</b>	<b>4,901,195</b>	<b>4,862,429</b>	<b>5,262,429</b>	<b>4,071,896</b>	<b>5,388,946</b>	<b>526,517</b>	<b>10.83%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	1,770,333	1,268,441	1,278,210	1,278,210	956,676	1,625,570	347,360	27.18%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	80,000	0	0	0.00%
Other Financing Sources	1,816,044	727,731	0	400,000	1,274,837	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>3,586,377</b>	<b>1,996,172</b>	<b>1,278,210</b>	<b>1,678,210</b>	<b>2,311,513</b>	<b>1,625,570</b>	<b>347,360</b>	<b>27.18%</b>
<b>TAX LEVY</b>	<b>2,788,821</b>	<b>2,905,023</b>	<b>3,584,219</b>	<b>3,584,219</b>	<b>1,760,383</b>	<b>3,763,376</b>	<b>179,157</b>	<b>5.00%</b>

**HIGHWAY DEPARTMENT**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
**OVERALL DEPARTMENT SUMMARY**

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	2,245,266	2,413,073	2,806,948	2,806,948	1,713,298	2,748,083	-58,865	-2.10%
Fringe Benefits	965,929	932,373	1,059,603	1,059,603	632,581	958,462	-101,141	-9.55%
Travel & Training	12,601	15,118	15,700	15,700	4,090	15,700	0	0.00%
Supplies	7,119,614	6,910,719	5,813,572	5,813,572	4,191,115	6,257,208	443,636	7.63%
Purchased Services	1,324,974	365,127	354,687	354,687	1,633,458	897,894	543,207	153.15%
Interdepartmental Charges	-3,125,256	-3,210,355	-3,221,442	-3,221,442	-1,912,713	-3,898,470	-677,028	21.02%
Depreciation	897,457	937,683	911,000	911,000	612,522	911,500	500	0.05%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	128,570	100,000	100,000	117,304	132,000	32,000	32.00%
Other Expenses	337,718	324,114	231,364	231,364	164,035	234,742	3,378	1.46%
Capital Outlay	986,323	912,919	1,209,933	1,474,933	1,005,852	1,153,117	-56,816	-4.70%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	169,000	0	0	265,000	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>10,764,626</b>	<b>9,898,341</b>	<b>9,281,365</b>	<b>9,546,365</b>	<b>8,426,542</b>	<b>9,410,236</b>	<b>128,871</b>	<b>1.39%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	6,424	7,718	7,000	7,000	2,814	7,000	0	0.00%
Public Charges for Services	1,388	961	1,500	1,500	0	1,500	0	0.00%
Intergovernmental Charges	3,549,083	3,401,483	3,054,918	3,054,918	2,578,863	3,197,329	142,411	4.66%
Interdepartmental Charges	7,129,239	5,787,576	6,002,825	6,002,825	3,201,646	6,139,671	136,846	2.28%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	4,915	4,850	5,350	5,350	2,200	5,350	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	67,002	59,717	10,000	10,000	32,113	10,000	0	0.00%
Other Financing Sources	1,000,000	169,000	0	265,000	1,265,000	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>11,758,051</b>	<b>9,431,305</b>	<b>9,081,593</b>	<b>9,346,593</b>	<b>7,082,636</b>	<b>9,360,850</b>	<b>279,257</b>	<b>3.07%</b>
<b>TAX LEVY</b>	<b>-993,425</b>	<b>467,036</b>	<b>199,772</b>	<b>199,772</b>	<b>1,343,906</b>	<b>49,386</b>	<b>-150,386</b>	<b>-75.28%</b>

**HIGHWAY-ADMINISTRATION**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Internal Service Fund - 601-1

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	259,941	319,854	278,029	278,029	180,908	234,913	-43,116	-15.51%
Fringe Benefits	53,603	54,641	62,755	62,755	37,254	42,421	-20,334	-32.40%
Travel & Training	10,436	12,704	13,900	13,900	4,090	13,900	0	0.00%
Supplies	9,077	7,866	7,500	7,500	2,788	7,500	0	0.00%
Purchased Services	26,931	7,199	7,200	7,200	2,339	7,280	80	1.11%
Interdepartmental Charges	-126,190	-124,966	-118,243	-118,243	-63,713	-118,612	-369	0.31%
Depreciation	1,674	709	1,400	1,400	0	0	-1,400	-100.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	128,570	100,000	100,000	117,304	132,000	32,000	32.00%
Other Expenses	37,511	259,554	26,907	26,907	26,650	29,964	3,057	11.36%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>272,983</b>	<b>666,131</b>	<b>379,448</b>	<b>379,448</b>	<b>307,620</b>	<b>349,366</b>	<b>-30,082</b>	<b>-7.93%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	22,105	16,580	0	0	20,800	19,000	19,000	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	25,616	29,968	0	0	9,684	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>47,721</b>	<b>46,548</b>	<b>0</b>	<b>0</b>	<b>30,484</b>	<b>19,000</b>	<b>19,000</b>	<b>100.00%</b>
<b>TAX LEVY</b>	<b>225,262</b>	<b>619,583</b>	<b>379,448</b>	<b>379,448</b>	<b>277,136</b>	<b>330,366</b>	<b>-49,082</b>	<b>-12.94%</b>

**HIGHWAY-OPERATIONS**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Internal Service Fund - 601-2

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	547,736	582,009	662,354	662,354	425,654	648,427	-13,927	-2.10%
Fringe Benefits	912,325	877,731	996,847	996,847	595,327	916,041	-80,806	-8.11%
Travel & Training	2,165	2,414	1,800	1,800	0	1,800	0	0.00%
Supplies	2,381,206	2,651,134	2,112,675	2,112,675	1,417,179	2,234,550	121,875	5.77%
Purchased Services	79,451	97,943	109,200	109,200	62,444	110,814	1,614	1.48%
Interdepartmental Charges	-5,265,390	-5,307,460	-5,218,521	-5,218,521	-3,505,618	-5,425,391	-206,870	3.96%
Depreciation	851,199	892,389	864,600	864,600	583,794	866,500	1,900	0.22%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	261,336	256,151	204,457	204,457	137,385	204,778	321	0.16%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>-229,972</b>	<b>52,311</b>	<b>-266,588</b>	<b>-266,588</b>	<b>-283,835</b>	<b>-442,481</b>	<b>-175,893</b>	<b>65.98%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	6,424	7,718	7,000	7,000	2,814	7,000	0	0.00%
Public Charges for Services	1,388	961	1,500	1,500	0	1,500	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	35,799	28,255	7,000	7,000	19,393	7,000	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>43,611</b>	<b>36,934</b>	<b>15,500</b>	<b>15,500</b>	<b>22,207</b>	<b>15,500</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>-273,583</b>	<b>15,377</b>	<b>-282,088</b>	<b>-282,088</b>	<b>-306,042</b>	<b>-457,981</b>	<b>-175,893</b>	<b>62.35%</b>

**HIGHWAY-COUNTY HIGHWAYS**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Internal Service Fund - 601-3

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	770,369	802,303	1,027,485	1,027,485	573,327	1,005,248	-22,237	-2.16%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	2,125,926	1,994,427	1,873,047	1,873,047	1,163,154	1,932,008	58,961	3.15%
Purchased Services	1,175,867	216,506	179,500	179,500	1,526,096	714,500	535,000	298.05%
Interdepartmental Charges	1,628,534	1,677,003	1,734,889	1,734,889	464,633	1,305,940	-428,949	-24.72%
Depreciation	30,858	30,858	31,000	31,000	19,980	31,000	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	1,352	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>5,731,554</b>	<b>4,722,449</b>	<b>4,845,921</b>	<b>4,845,921</b>	<b>3,747,190</b>	<b>4,988,696</b>	<b>142,775</b>	<b>2.95%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	2,261	8,226	1,000	1,000	9,486	1,400	400	40.00%
Interdepartmental Charges	5,654,474	4,628,550	4,808,942	4,808,942	2,631,808	4,978,946	170,004	3.54%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	4,915	4,850	5,350	5,350	2,200	5,350	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	5,586	1,495	3,000	3,000	3,036	3,000	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>5,667,236</b>	<b>4,643,121</b>	<b>4,818,292</b>	<b>4,818,292</b>	<b>2,646,530</b>	<b>4,988,696</b>	<b>170,404</b>	<b>3.54%</b>
<b>TAX LEVY</b>	<b>64,318</b>	<b>79,328</b>	<b>27,629</b>	<b>27,629</b>	<b>1,100,660</b>	<b>0</b>	<b>-27,629</b>	<b>-100.00%</b>

**HIGHWAY-STATE HIGHWAYS**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Internal Service Fund - 601-4

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	365,111	419,191	510,327	510,327	297,699	455,947	-54,380	-10.66%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	68,549	144,285	65,300	65,300	62,911	65,300	0	0.00%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	824,782	870,762	1,012,252	1,012,252	535,701	934,033	-78,219	-7.73%
Depreciation	13,727	13,727	14,000	14,000	8,748	14,000	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>1,272,169</b>	<b>1,447,965</b>	<b>1,601,879</b>	<b>1,601,879</b>	<b>905,059</b>	<b>1,469,280</b>	<b>-132,599</b>	<b>-8.28%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	1,256,945	1,437,254	1,601,879	1,601,879	795,645	1,469,280	-132,599	-8.28%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>1,256,945</b>	<b>1,437,254</b>	<b>1,601,879</b>	<b>1,601,879</b>	<b>795,645</b>	<b>1,469,280</b>	<b>-132,599</b>	<b>-8.28%</b>
<b>TAX LEVY</b>	<b>15,224</b>	<b>10,711</b>	<b>0</b>	<b>0</b>	<b>109,414</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

**HIGHWAY-LOCAL ROADS**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Internal Service Fund - 601-5

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	129,067	140,723	143,526	143,526	126,318	201,382	57,856	40.31%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	1,486,090	1,361,878	989,050	989,050	1,052,022	1,284,850	295,800	29.91%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	530,280	350,226	319,463	319,463	652,787	353,417	33,954	10.63%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	38,871	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>2,184,308</b>	<b>1,852,827</b>	<b>1,452,039</b>	<b>1,452,039</b>	<b>1,831,127</b>	<b>1,839,649</b>	<b>387,610</b>	<b>26.69%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	2,267,771	1,939,423	1,452,039	1,452,039	1,752,932	1,707,649	255,610	17.60%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>2,267,771</b>	<b>1,939,423</b>	<b>1,452,039</b>	<b>1,452,039</b>	<b>1,752,932</b>	<b>1,707,649</b>	<b>255,610</b>	<b>17.60%</b>
<b>TAX LEVY</b>	<b>-83,463</b>	<b>-86,596</b>	<b>0</b>	<b>0</b>	<b>78,195</b>	<b>132,000</b>	<b>132,000</b>	<b>100.00%</b>

**HIGHWAY-LOCAL DEPARTMENTS**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Internal Service Fund - 601-6

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	156,627	134,193	164,100	164,100	79,858	163,100	-1,000	-0.61%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	1,006,365	721,556	719,000	719,000	459,663	684,000	-35,000	-4.87%
Purchased Services	4,858	5,612	6,300	6,300	3,214	6,300	0	0.00%
Interdepartmental Charges	321,895	271,504	282,996	282,996	146,780	292,325	9,329	3.30%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>1,489,745</b>	<b>1,132,865</b>	<b>1,172,396</b>	<b>1,172,396</b>	<b>689,515</b>	<b>1,145,725</b>	<b>-26,671</b>	<b>-2.27%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	1,430,925	1,111,381	1,140,396	1,140,396	529,750	1,100,725	-39,671	-3.48%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>1,430,925</b>	<b>1,111,381</b>	<b>1,140,396</b>	<b>1,140,396</b>	<b>529,750</b>	<b>1,100,725</b>	<b>-39,671</b>	<b>-3.48%</b>
<b>TAX LEVY</b>	<b>58,820</b>	<b>21,484</b>	<b>32,000</b>	<b>32,000</b>	<b>159,765</b>	<b>45,000</b>	<b>13,000</b>	<b>40.63%</b>

**HIGHWAY-NON HIGHWAY SERVICES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Internal Service Fund - 601-7

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	5,972	9,869	1,000	1,000	939	1,000	0	0.00%
Purchased Services	37,868	37,868	52,487	52,487	39,365	59,000	6,513	12.41%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>43,840</b>	<b>47,737</b>	<b>53,487</b>	<b>53,487</b>	<b>40,304</b>	<b>60,000</b>	<b>6,513</b>	<b>12.18%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	43,840	47,645	53,487	53,487	40,088	60,000	6,513	12.18%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>43,840</b>	<b>47,645</b>	<b>53,487</b>	<b>53,487</b>	<b>40,088</b>	<b>60,000</b>	<b>6,513</b>	<b>12.18%</b>
<b>TAX LEVY</b>	<b>0</b>	<b>92</b>	<b>0</b>	<b>0</b>	<b>216</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

**HIGHWAY-CAPITAL OUTLAY**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Internal Service Fund - 601-9

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	16,416	14,800	21,127	21,127	29,533	39,066	17,939	84.91%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	36,428	19,706	46,000	46,000	32,459	48,000	2,000	4.35%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	-1,039,167	-947,424	-1,234,279	-1,234,279	-143,283	-1,240,183	-5,904	0.48%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	986,323	912,919	1,209,933	1,474,933	1,005,852	1,153,117	-56,816	-4.70%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>1</b>	<b>42,781</b>	<b>307,781</b>	<b>924,561</b>	<b>0</b>	<b>-42,781</b>	<b>-100.00%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	169,000	0	265,000	265,000	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>169,000</b>	<b>0</b>	<b>265,000</b>	<b>265,000</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>0</b>	<b>-168,999</b>	<b>42,781</b>	<b>42,781</b>	<b>659,561</b>	<b>0</b>	<b>-42,781</b>	<b>-100.00%</b>

## HIGHWAY DEPARTMENT BUDGET HIGHLIGHTS

### EXPENDITURES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
601.1.04	Local Townships	Equipment Discount	\$132,000
<b>Total Increase/-Decrease</b>			<b>\$132,000</b>

### REVENUES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
601.4.01	State Highway System	Estimated Decrease in RMA	-\$132,600
601.4.08	State PBM Contracts	State Performance Based Management Contracts	\$80,000
601.5.01	Local Townships	Estimated Increase in Town Projects	\$255,000
601.2.04	ILC	Decrease in estimated ILC rate	-\$155,000
<b>Total Increase/-Decrease</b>			<b>\$47,400</b>

### WAGE & BENEFIT CHANGES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
Department Wide	Regular Salaries/Wages	Increase in Salaries/Wages	\$45,000
Department Wide	Salaries/Wages/Benefits	Decrease 1/2 of Highway Superintendent Salary	-\$84,380
Department Wide	Benefits	Decrease in Estimated Health Insurance/Other Benefit Costs	-\$85,000
<b>Total Increase/-Decrease</b>			<b>-\$124,380</b>

### LEVY REQUEST - HIGHWAY DEPARTMENT

2016 LEVY REQUEST	<b>\$49,386</b>
OVERALL \$ INCREASE/-DECREASE	<b>-\$150,386</b>
OVERALL % INCREASE/-DECREASE	<b>-75.28%</b>

### LEVY REQUEST - COUNTY ROADS & BRIDGES

2016 LEVY REQUEST	<b>\$3,763,376</b>
OVERALL \$ INCREASE/-DECREASE	<b>\$179,157</b>
OVERALL % INCREASE/-DECREASE	<b>5.00%</b>

## HIGHWAY DEPARTMENT

### MISSION

The Ozaukee County Highway Department seeks to provide and maintain the highest quality transportation system possible, one that balances the desires of County taxpayers for safety, speed and efficiency, and to provide for it in a fiscally responsible manner.

### GOALS

Our goal is to construct and maintain the Ozaukee County transportation system. Working under contract of the State of Wisconsin Department of Transportation, services are provided to maintain 27 miles of Interstate Highway, 152 County Roads, 64 miles of State Trunk Highways, and provide maintenance to townships throughout the county.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Highway Administration	83.01(7) (b)	Examine condition of roads, bridges and culverts for improvements or relocation.
Highway Operations	83.015(2)(a)	The purchase and maintenance of Highway equipment used for multiple purposes including: road construction and snow removal, monitoring existing condition of equipment, performing maintenance in accordance with maintenance schedules and repairs as needed, identifying cost-effective equipment for purchase and requesting such equipment in the capital improvement plan.
General Maintenance	Ch. 80, 83.025 & 83.03 (1)	Maintenance services of the county road system and of the Interstate system, State highways, and town roads on a contractual basis. Activities can vary depending on the project, such as: patrolling, surface maintenance, shoulder maintenance, pavement marking, lighting, and sign repair.
Winter Maintenance	Ch. 80, 83.025 & 83.03 (1)	The provision of winter maintenance services on State highways, interstate highways (I-43), and weather monitoring. The costs of maintenance of these roads are reimbursed by contract. Activities can vary depending on the project; examples include patrolling, snow removal, application of ice control, or other services depending on weather conditions.
Construction	Ch. 80, 83.025 & 83.03 (1)	In-house and out sourced engineering, right of way acquisition, road base and surfacing of roadways with asphalt or concrete.
Local Departments/ Non Highway		The Highway Department provides services to numerous County Departments. The Department is often contracted by other local units of government to provide similar services. These projects are direct revenue to the department.

### PERFORMANCE MEASUREMENTS

Activity	Performance Measure	Adopted 2014	Adopted 2015	Target 2016
Roadway Maintenance: Chipsealing	# Man Hours/Per Mile Chipsealing for County projects.	85.0	90.0	90.0
Hotmix Production	Labor Costs/Per Ton Hotmix Produced	\$1.32	\$1.35	\$1.35
Gravel Production	Labor Costs/Per Ton Gravel Produced	\$2.45	\$2.40	\$2.40
Highway Effectiveness	Hours Of Road Closures	0	0	0
Highway Condition	County Highway Rating (PASER)	7.4	7.4	7.4
County Highway Construction	Complete all proposed Highway Capital Improvement Projects.			Yes
State Highway Maintenance	Complete all proposed Performance Based Management (PBM) projects for WisDOT.			Yes

**PERFORMANCE MEASUREMENTS**

<b>Activity</b>	<b>Performance Measure</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Roadway Maintenance: Potholes	Perform inspection and repair, if appropriate, of reported potholes within 3 working days.			100%

**PERSONNEL**

<b>Current Positions</b>	<b>Adopted 2014</b>	<b>Adopted 2015</b>	<b>Target 2016</b>
Funded Positions (Paid Positions)	45	45	45
Funded FTE Positions	45	44.5	44.5

**Changes for 2016**

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None

# HIGHWAY PERSONNEL CHANGE REQUEST

Employee Name *(change only)* \_\_\_\_\_

Effective Date \_\_\_\_\_

**POSITION REQUEST - NEW**

Position Title Director of Public Works  
 Employee Group \_\_\_\_\_  
 Pay Grade MGT116  
 Annual Working Hours 2080

**POSITION REQUEST - CHANGE**

Position Title From: \_\_\_\_\_ To: \_\_\_\_\_  
 Employee Group From: \_\_\_\_\_ To: \_\_\_\_\_  
 Pay Grade From: \_\_\_\_\_ To: \_\_\_\_\_  
 Hourly Rate From: \_\_\_\_\_ To: \_\_\_\_\_  
 Annual Working Hours From: 2080 To: 1040

**BUDGET/FISCAL IMPACT**

Regular Salary & Wages	\$60,187.92	
Overtime	\$0.00	
Social Security	\$3,731.65	
Medicare	\$872.72	
Retirement	\$3,972.40	
Health Insurance	\$15,253.92	
Life Insurance	\$115.20	
Disability Insurance	\$246.84	
<b>Subtotal Salary &amp; Benefits</b>	<b>\$84,380.65</b>	
Furniture Requirements	\$0.00	
Equipment Requirements	\$0.00	
<b>Total Annual Expense</b>	<b>\$84,380.65</b>	
Funding Amount	\$0.00	
<b>Total Fiscal Impact</b>	<b>\$84,380.65</b>	
Funding Source		
<b>Cost Center(s) Expensed</b>	_____	%
<b>&amp; Allocations</b>	_____	%
	_____	%
	_____	%
	_____	%

**JUSTIFICATION**

Retirement of Director of Public Works budgeted for one half year.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

## HIGHWAY DEPARTMENT 2016 - REQUESTED CAPITAL PROJECTS

### 601-BLDG01-Port Washington Highway Department Buildings Projects

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2016 - Replace Salt Scale (\$60,000) & Replace Fuel System [All Shops] (\$65,000); 2017 - Replace BlgB overhead doors (\$25,000), Reroof Salt Dome (\$50,000), Replace Salt Dome roll up door (\$30,000) & Reroof Shed A (\$45,000); 2018 - Paint out building (\$30,000) 2019-Replace Shed A overhead doors (\$50,000), Repave yard (\$100,000) & Reroof Main Shop (\$70,000) 2020 - Add Bldg. D overhead (\$25,000).

62512	Building Improvements	\$125,000	49000	Other	\$125,000
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**Expense Total:    \$125,000**

**Revenue Total:    \$125,000**

**Other Revenue Sources (49000):**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations                         | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied              | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund                      | <input type="checkbox"/> Energy Efficiency Project |

### 601-BLDG02-Cedarburg Highway Department Buildings Project

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2016-Reroof Salt Dome (\$50,000) & Reroof Quansit Salt Shed (\$50,000); 2018-Repave yard (\$100,000) & Add steel siding to Lean-To (\$25,000) Reroof Main Shop (\$45,000) 2020- Replace Salt Dome roll up door (\$35,000)

62512	Building Improvements	\$100,000	49000	Other	\$100,000
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**Expense Total:    \$100,000**

**Revenue Total:    \$100,000**

**Other Revenue Sources (49000):**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations                         | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied              | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund                      | <input type="checkbox"/> Energy Efficiency Project |



**601-CTH27-Road Network-CTH W**

2016 - CTH W from Glen Oaks Ln. to CTH C: 2.5" Overlay (\$900,000) ; 2020 - CTH W from CTH V to STH 57: 2.5 " Overlay (\$1,550,000)

62150	Construction	\$900,000	41000	Tax Levy	\$900,000
		<b>Expense Total: \$900,000</b>			<b>Revenue Total: \$900,000</b>



**Other Revenue Sources (49000):**

- Direct Project Charges
- Donations
- Fund Balance Applied
- General Fund
- Capital Reserve
- Capital Reserve Carryover
- Bonding
- Energy Efficiency Project

**601-CTH30-Road Network-CTH T**

2016 - CTH T & Green Bay Road Intersection: Reconstruction; WisDOT LRIP Funding (50/50) (\$700,000; \$350,000 - County)

62150	Construction	\$700,000	41000	Tax Levy	\$350,000
			42200	State Aid	\$350,000
		<b>Expense Total: \$700,000</b>			<b>Revenue Total: \$700,000</b>



**Other Revenue Sources (49000):**

- Direct Project Charges
- Donations
- Fund Balance Applied
- General Fund
- Capital Reserve
- Capital Reserve Carryover
- Bonding
- Energy Efficiency Project

**601-EQPT02-Front End Loader**

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2016 - Replace Front End Loader (\$140,000 - Used) ; 2017 - Replace Front End Loader (\$160,000 - Used)

61270 Highway Equipment \$140,000 49000 Other \$140,000

**Expense Total: \$140,000**

**Revenue Total: \$140,000**



**Other Revenue Sources (49000):**

- Direct Project Charges
- Donations
- Fund Balance Applied
- General Fund
- Capital Reserve
- Capital Reserve Carryover
- Bonding
- Energy Efficiency Project

**601-EQPT03-Tractor with Mower Attachments**

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2016 - Replace Tractor with Mower Attachments (\$120,000); 2018 - Replace Tractor with Mower Attachments (\$120,000); 2019 - Replace Tractor with Mower Attachments (\$120,000).

61270 Highway Equipment \$120,000 49000 Other \$120,000

**Expense Total: \$120,000**

**Revenue Total: \$120,000**



**Other Revenue Sources (49000):**

- Direct Project Charges
- Donations
- Fund Balance Applied
- General Fund
- Capital Reserve
- Capital Reserve Carryover
- Bonding
- Energy Efficiency Project

**601-EQPT09-Road Sweeper**

2016 - Replace Road Sweeper (\$55,000) ; 2019 - Replace Road Sweeper (\$55,000)

61270 Highway Equipment \$55,000 49000 Other \$55,000

**Expense Total: \$55,000**

**Revenue Total: \$55,000**



**Other Revenue Sources (49000):**

- Direct Project Charges
- Donations
- Fund Balance Applied
- General Fund
- Capital Reserve
- Capital Reserve Carryover
- Bonding
- Energy Efficiency Project

**601-EQPT15-Skid Steer Loader**

2016 - Replace Skid Steer Loader (\$50,000) ; 2019 - Replace Skid Steer Loader (\$50,000)

61270 Highway Equipment \$50,000 49000 Other \$50,000

**Expense Total: \$50,000**

**Revenue Total: \$50,000**



**Other Revenue Sources (49000):**

- Direct Project Charges
- Donations
- Fund Balance Applied
- General Fund
- Capital Reserve
- Capital Reserve Carryover
- Bonding
- Energy Efficiency Project

**601-VEH04-One-Ton Truck**

2016 - Replace One-ton Truck (Est. cost \$65,000); 2018 - Replace One-ton Truck (Est. cost \$70,000 2020 - Replace One-ton Truck (Est. cost \$70,000).

61270 Highway Equipment \$65,000 49000 Other \$65,000

**Expense Total: \$65,000**

**Revenue Total: \$65,000**



**Other Revenue Sources (49000):**

- Direct Project Charges  Capital Reserve
- Donations  Capital Reserve Carryover
- Fund Balance Applied  Bonding
- General Fund  Energy Efficiency Project

**601-VEH05-Patrol Truck (Snow Plow)**

2016 - Replace (2) Patrol Trucks (\$370,000); 2017 - Replace Patrol Truck (\$180,000);2018 - Replace Patrol Truck (\$185,000);2019 - Replace Patrol Truck (\$185,000);2020 - Replace (2) Patrol Trucks (\$380,000)

61270 Highway Equipment \$370,000 49000 Other \$370,000

**Expense Total: \$370,000**

**Revenue Total: \$370,000**



**Other Revenue Sources (49000):**

- Direct Project Charges  Capital Reserve
- Donations  Capital Reserve Carryover
- Fund Balance Applied  Bonding
- General Fund  Energy Efficiency Project

**601-VEH06-Tri-Axle Truck**

2016 - Replace Tri-Axle Truck (\$210,000) ; 2017 - Replace Tri-Axle Truck (\$210,000);2019 - Replace Tri-Axle Truck (\$220,000);2020 - Replace Tri-Axle Truck (\$230,000)

61270	Highway Equipment	\$210,000	49000	Other	\$210,000
<b>Expense Total:</b>		<b>\$210,000</b>	<b>Revenue Total:</b>		<b>\$210,000</b>



**Other Revenue Sources (49000):**

- Direct Project Charges       Capital Reserve
- Donations       Capital Reserve Carryover
- Fund Balance Applied       Bonding
- General Fund       Energy Efficiency Project

**601-VEH08-Four-Wheel-Drive Truck (Snow Plow Vehicle)**

2016 - Replace Four-Wheel-Drive Truck (\$75,000 - Used)

61270	Highway Equipment	\$75,000	49000	Other	\$75,000
<b>Expense Total:</b>		<b>\$75,000</b>	<b>Revenue Total:</b>		<b>\$75,000</b>

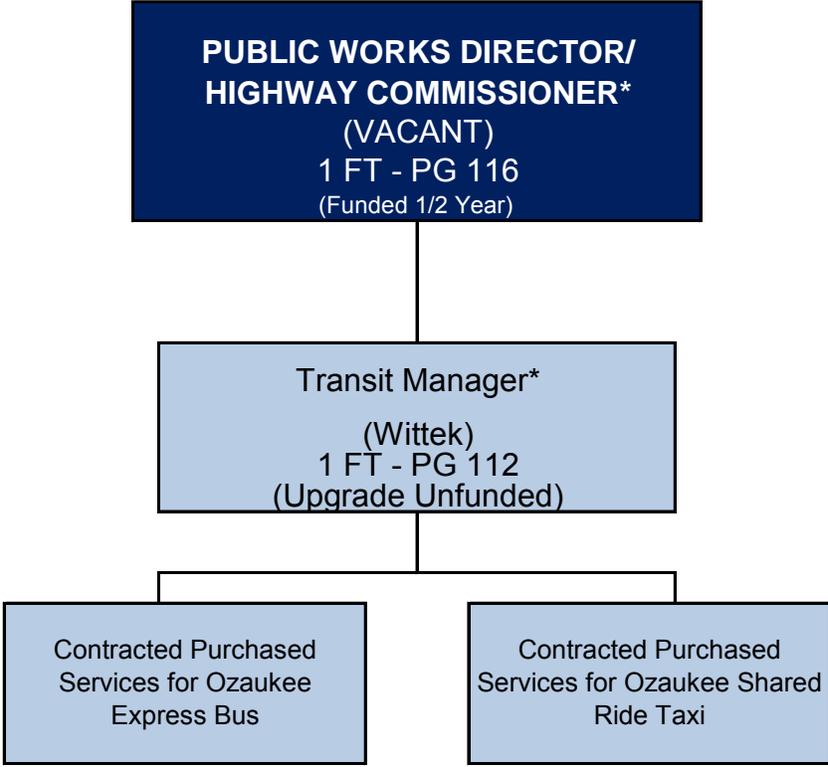


**Other Revenue Sources (49000):**

- Direct Project Charges       Capital Reserve
- Donations       Capital Reserve Carryover
- Fund Balance Applied       Bonding
- General Fund       Energy Efficiency Project

<b>Total Department for 2016:</b>	<b>\$3,560,000</b>	<b>\$3,560,000</b>
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**TRANSIT SERVICES**  
ORGANIZATIONAL CHART



\* Revenue Funded Position

**TRANSIT SERVICES**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
**OVERALL DEPARTMENT SUMMARY**

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	66,615	70,162	80,364	80,364	47,894	77,558	-2,806	-3.49%
Fringe Benefits	20,987	26,651	31,000	31,000	19,839	28,471	-2,529	-8.16%
Travel & Training	1,714	988	7,000	7,000	437	7,000	0	0.00%
Supplies	289,220	306,026	343,900	343,900	130,499	279,900	-64,000	-18.61%
Purchased Services	2,313,465	2,573,706	2,602,176	2,602,176	1,505,692	2,588,983	-13,193	-0.51%
Interdepartmental Charges	145,239	118,233	140,924	140,924	133,673	151,743	10,819	7.68%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	39,404	48,413	40,113	40,113	39,308	42,901	2,788	6.95%
Capital Outlay	247,370	130,661	350,000	586,349	215,893	317,500	-32,500	-9.29%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>3,124,014</b>	<b>3,274,840</b>	<b>3,595,477</b>	<b>3,831,826</b>	<b>2,093,235</b>	<b>3,494,056</b>	<b>-101,421</b>	<b>-2.82%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	1,831,625	1,695,533	2,292,363	2,481,442	938,935	2,155,906	-136,457	-5.95%
Public Charges for Services	716,555	787,648	787,100	787,100	456,723	740,100	-47,000	-5.97%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	3,795	4,770	4,500	4,500	2,875	6,500	2,000	44.44%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	4,727	16,485	3,500	3,500	11,057	5,500	2,000	57.14%
Other Financing Sources	0	26,132	0	47,270	47,270	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>2,556,702</b>	<b>2,530,568</b>	<b>3,087,463</b>	<b>3,323,812</b>	<b>1,456,860</b>	<b>2,908,006</b>	<b>-179,457</b>	<b>-5.81%</b>
<b>TAX LEVY</b>	<b>567,312</b>	<b>744,272</b>	<b>508,014</b>	<b>508,014</b>	<b>636,375</b>	<b>586,050</b>	<b>78,036</b>	<b>15.36%</b>

**TRANSIT SERVICES-SHARED RIDE TAXI**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 211-1-01

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	44,294	46,726	56,153	56,153	31,884	55,652	-501	-0.89%
Fringe Benefits	14,302	18,217	21,356	21,356	13,571	20,150	-1,206	-5.65%
Travel & Training	1,215	833	4,000	4,000	437	4,000	0	0.00%
Supplies	288,669	304,340	342,400	342,400	129,965	278,400	-64,000	-18.69%
Purchased Services	1,183,284	1,363,403	1,359,815	1,359,815	761,364	1,398,677	38,862	2.86%
Interdepartmental Charges	129,881	115,467	122,162	122,162	116,731	148,132	25,970	21.26%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	35,857	45,452	37,275	37,275	36,470	39,485	2,210	5.93%
Capital Outlay	118,279	130,661	350,000	496,349	214,680	317,500	-32,500	-9.29%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>1,815,781</b>	<b>2,025,099</b>	<b>2,293,161</b>	<b>2,439,510</b>	<b>1,305,102</b>	<b>2,261,996</b>	<b>-31,165</b>	<b>-1.36%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	993,536	1,082,434	1,319,191	1,436,270	481,072	1,196,819	-122,372	-9.28%
Public Charges for Services	438,677	533,926	532,000	532,000	322,569	500,000	-32,000	-6.02%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	3,795	4,770	4,500	4,500	2,875	6,500	2,000	44.44%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	4,727	2,485	3,500	3,500	11,057	5,500	2,000	57.14%
Other Financing Sources	0	26,132	0	29,270	29,270	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>1,440,735</b>	<b>1,649,747</b>	<b>1,859,191</b>	<b>2,005,540</b>	<b>846,843</b>	<b>1,708,819</b>	<b>-150,372</b>	<b>-8.09%</b>
<b>TAX LEVY</b>	<b>375,046</b>	<b>375,352</b>	<b>433,970</b>	<b>433,970</b>	<b>458,259</b>	<b>553,177</b>	<b>119,207</b>	<b>27.47%</b>

**TRANSIT SERVICES-BUS OPERATIONS**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
Special Revenue Fund - 211-1-02

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	22,321	23,436	24,211	24,211	16,010	21,906	-2,305	-9.52%
Fringe Benefits	6,685	8,434	9,644	9,644	6,268	8,321	-1,323	-13.72%
Travel & Training	499	155	3,000	3,000	0	3,000	0	0.00%
Supplies	551	1,686	1,500	1,500	534	1,500	0	0.00%
Purchased Services	1,130,182	1,210,304	1,242,361	1,242,361	744,329	1,190,306	-52,055	-4.19%
Interdepartmental Charges	15,358	2,766	18,762	18,762	16,942	3,610	-15,152	-80.76%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	3,547	2,961	2,838	2,838	2,838	3,415	577	20.33%
Capital Outlay	0	0	0	90,000	1,213	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>1,179,143</b>	<b>1,249,742</b>	<b>1,302,316</b>	<b>1,392,316</b>	<b>788,134</b>	<b>1,232,058</b>	<b>-70,258</b>	<b>-5.39%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	674,122	608,243	973,172	1,045,172	457,863	959,087	-14,085	-1.45%
Public Charges for Services	277,878	253,722	255,100	255,100	134,154	240,100	-15,000	-5.88%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	14,000	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	18,000	18,000	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>952,000</b>	<b>875,965</b>	<b>1,228,272</b>	<b>1,318,272</b>	<b>610,017</b>	<b>1,199,187</b>	<b>-29,085</b>	<b>-2.37%</b>
<b>TAX LEVY</b>	<b>227,143</b>	<b>373,777</b>	<b>74,044</b>	<b>74,044</b>	<b>178,117</b>	<b>32,871</b>	<b>-41,173</b>	<b>-55.61%</b>

## TRANSIT SERVICES BUDGET HIGHLIGHTS

### EXPENDITURES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
211-1-01-53402-000	Gasoline & Diesel Fuel	Decreased Gasoline Fuel Costs	-\$65,000
211-1-01-54132-000	Purchased Services Shared Ride	Extension of Service Hours and Assumed 2% Rate Increase	\$53,380
211-1-01-54502-001	Advertising CMAQ	Redistributed Costs to Bus Advertising	-\$8,116
211-1-01-55104-002	Information Technology	Costs Redistributed to Different Account	\$25,822
211-1-01-61112-000	Computer Equip. & Software	Taxi Mobile Data Computer Replacement	\$42,500
211-1-01-61255-000	Vehicles	Increase in Vehicles Replaced	\$175,000
211-1-01-62512-000	Building Improvements	No Construction project	-\$250,000
211-1-02-54132-000	Purchased Services Bus Operations	Reduction in Purchased Service Hours	-\$27,799
211-1-02-54132-002	Purchased Services - Maintenance	Reduction in Purchased Service Hours	-\$31,927
211-1-02-55104-002	Information Technology	Redistributed Costs to Taxi Budget	-\$15,300
<b>Total Increase/-Decrease</b>			<b>-\$101,440</b>

### REVENUES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
211-1-01-42115-000	Fed Aid - Public Transp'n - 5307 Vehicle Purchase	Increase in Vehicle Purchases	\$93,200
211-1-01-42117-000	Fed Aid - Building Construction	No Building Construction Projects	-\$200,000
211-1-01-42121-000	Fed Aid - Computer Equipment/Software	Taxi Mobile Data Computer Replacement	\$34,000
211-1-01-42341-000	St Aid-85.20	Increase in FTA Allocation	-\$13,739
211-1-01-42342-000	St Aid - Fuel Tax	Only Three Vehicles Qualify	-\$25,000
211-1-01-42346-000	St Aid - Advertisement	CMAQ Grant Funding Exhausted	-\$16,093
211-1-01-43115-000	Public Charges Shared Ride - Punch Cards	Ridership Stabilized	-\$15,000
211-1-01-43116-000	Public Charges - Farebox	Ridership Stabilized	-\$12,000
211-1-02-42116-000	Fed Aid - 5307 Preventive Maintenance	Reduced Maintenance Due to Bus Route Overhaul	-\$25,542
211-1-02-42116-002	Fed Aid - 5307 cost of Third Party Contract	Increase in FTA Allocation	\$48,550
211-1-02-42341-000	St Aid - 85.20	Increase in FTA Allocation	-\$9,160
211-1-02-42346-000	St Aid - Advertisement	CMAQ Grant Funding Exhausted	-\$27,933
211-1-02-43116-000	Public Charges Farebox	Reduced Ridership	-\$15,000
<b>Total Increase/-Decrease</b>			<b>-\$183,717</b>

### WAGE & BENEFIT CHANGES

Account Number	Account Description	Reason for Increase/Decrease	\$ Inc/-Dec
<b>Total Increase/-Decrease</b>			<b>\$0</b>

### LEVY REQUEST

2016 LEVY REQUEST	<b>\$586,050</b>
OVERALL \$ INCREASE/-DECREASE	<b>\$78,036</b>
OVERALL % INCREASE/-DECREASE	<b>15.36%</b>

## TRANSIT SERVICES

### MISSION

The mission of the Ozaukee County Transit Services Department is to provide reliable, convenient, safe public transportation that efficiently and effectively meets the varied travel needs of the community and significantly enhances the quality of life for all.

### GOALS

The goal of this program is to provide an economical and environmentally friendly way to transport employees to and from their sources of employment, and to provide transportation alternatives for those in need. Activities of this program include: bus and route operation, route planning, bus maintenance, and program and grant administration.

### PROGRAMS & SERVICES

Program	Mandated State Statute #	Description
Shared Ride Taxi		This program serves the citizens of Ozaukee County by filling the gap in service where public busing does not extend to the citizen's specific destination. The Ozaukee County Shared-Ride Taxi Service is a public transportation program established by Ozaukee County and is operated under County authority. Users are charged a fare based on the distance their destination is from pick-up.
Ozaukee Express Bus		This program provides transportation services to Ozaukee County residents, as well as non-residents to locations in Milwaukee County and some Ozaukee County communities. The goal of the program is to provide an economical and environmentally friendly way to transport employees to and from their sources of employment, and to provide transportation alternatives for those in need.

### PERFORMANCE MEASUREMENT

Activity	Performance Measure	Adopted 2014	Proposed 2015	Target 2016
Ozaukee Express Bus	Cost/Passenger	\$10.33	\$11.24	\$11.56
Ozaukee Express Bus	Cost/Platform Hour	\$121.06	\$129.04	\$127.83
Ozaukee Express Bus	Farebox Recovery Ratio	23%	20%	20%
Ozaukee Express Bus	Passengers/ Revenue Hour	16.96	16.4	15.84
Shared-Ride Taxi	Maintenance Expense/Mile	\$0.10	\$0.09	\$0.10
Shared-Ride Taxi	Cost/Passenger	\$18.31	\$16.40	\$17.27
Shared-Ride Taxi	County Investment/Passenger	\$4.55	\$3.06	3.97
Shared-Ride Taxi	% Maintenance on Time	93%	93%	93%
Shared-Ride Taxi	Passengers/Service Hour	2	2.16	2.01
Shared-Ride Taxi	Farebox Recovery Ratio	25.39%	27.30%	25.72%
Shared-Ride Taxi	% Elderly/Disabled Trips	72%	72%	72%
Shared-Ride Taxi	% Employment Trips	40%	40%	40%

**PERFORMANCE MEASUREMENT**

<b>Activity</b>	<b>Performance Measure</b>	<b>Adopted 2014</b>	<b>Proposed 2015</b>	<b>Target 2016</b>
Shared-Ride Taxi	% Medical Trips	19%	18%	18%
Shared-Ride Taxi	% No Shows	1.60%	1.40%	1.40%

**PERSONNEL**

<b>Current Positions</b>	<b>Adopted 2014</b>	<b>Proposed 2015</b>	<b>Target 2016</b>
Funded Positions (Paid Positions)	2	2	2
Funded FTE Positions	1.1	1.1	1.1

**Changes for 2016**

None

# TRANSIT SERVICES PERSONNEL CHANGE REQUEST

Position Last Upgraded 7/1/2014  
Upgrade Not Budgeted

Employee Name *(change only)* \_\_\_\_\_

Effective Date January 1, 2016

### POSITION REQUEST - NEW

Position Title \_\_\_\_\_  
 Employee Group \_\_\_\_\_  
 Pay Grade \_\_\_\_\_  
 Annual Working Hours \_\_\_\_\_

### POSITION REQUEST - CHANGE

Position Title	From: <u>Transit Superintendent</u>	To: <u>Transit Manager</u>
Employee Group	From: _____	To: _____
Pay Grade	From: <u>110</u>	To: <u>112</u>
Hourly Rate	From: <u>\$29.80/\$30.76</u>	To: <u>\$31.41</u>
Annual Working Hours	From: _____	To: _____

### BUDGET/FISCAL IMPACT

Regular Salary & Wages	\$2,349.83
Overtime	\$0.00
Social Security	\$145.69
Medicare	\$34.07
Retirement	\$159.79
Health Insurance	_____
Life Insurance	\$4.70
Disability Insurance	\$9.40
<b>Subtotal Salary &amp; Benefits</b>	<b>\$2,703.48</b>
Furniture Requirements	\$0.00
Equipment Requirements	\$0.00
<b>Total Annual Expense</b>	<b>\$2,703.48</b>
Funding Amount	\$1,486.91
<b>Total Fiscal Impact</b>	<b>\$1,216.57</b>
Funding Source	FTA Formula Funding & 85.20 State Aid
<b>Cost Center(s) Expended</b>	211-1-01 _____ 70% %
<b>&amp; Allocations</b>	211-1-02 _____ 30% %
	_____ %
	_____ %
	_____ %

### JUSTIFICATION

The position continues to require additional duties and independent judgment in primarily budget analysis, FTA funded procurements, and Transit Building oversight. Taxi ridership has increased 48% since 2010, and a new Transit Building built in 2012; both requiring more policy analysis and creative solutions to accommodate increasing operational costs that stay within existing budget and revenue streams. To that end, Transit Services no longer purchases sedans and vans off Wis DOT vehicle bid; requiring additional administration time to procure FTA funded vehicles. Three hybrid electric vehicles procured in 2015 will save 4,000 gallons of fuel and \$13,500 annually. In 2014, Transit Services began monitoring all Transit Building energy use, resulting in mechanical and HVAC systems being recalibrated in 2014; leading to decreased gas and electricity use by 31% and 18% respectively. In 2015, Transit Services will let an RFP for a Design-Build construction of a FTA funded 36.3 kW PV Electric system. A 36.3 kW system will provide 44,000 kW of electricity or 92% of the Transit Building's needs, resulting in \$3,800 annual savings. Once built, the PV Electric system will require additional time in operation and maintenance oversight. In 2016, additional time will be spent on FTA funded procurements of hybrid eclectic vehicles, propane fueled mini-buses, and potential installation of tilt-up PV Electric system on the Hwy Maintenance building; which would result in annual savings of \$13,500, \$11,000 and \$3,800 respectively. Also in 2016, Transit Services will now be required by the FTA to track all Transit Building maintenance to include janitorial, and contract mechanical and HVAC maintenance. Implementing sustainable measures continue to be a growing focus as Transit Services looks to reduce department energy use, and reallocate savings to accommodating greater need for Transit capacity.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

## TRANSIT SERVICES 2016 - REQUESTED CAPITAL PROJECTS

### 211-07-Taxi Vehicle Replacement

Replacement of 5-7 Shared-Ride taxis each year.

61255	Vehicles	\$275,000		41000	Tax Levy	\$55,000
				42100		\$220,000
					Federal Aid	
	<b>Expense Total:</b>	<b>\$275,000</b>				<b>Revenue Total: \$275,000</b>



**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

### 211-08-Mobile Data Computer Upgrade

Replace Mobile Data Computers in Taxis with Tablet technology

61112	Computer Equipment	\$42,500		41000	Tax Levy	\$8,500
				42100		\$34,000
					Federal Aid	
	<b>Expense Total:</b>	<b>\$42,500</b>				<b>Revenue Total: \$42,500</b>



**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

**Total Department for 2016:**

**\$317,500**

**\$317,500**

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# CAPITAL BUDGET



**ADMINISTRATION CENTER**  
121 W. Main St  
Port Washington, WI 53074  
(262) 284-9411

**JUSTICE CENTER**  
1201 S. Spring St.  
Port Washington, WI 53074  
(262) 284-9411

**HIGHWAY DEPARTMENT**  
410 S. Spring St.  
Port Washington, WI 53074  
(262) 284-8331

**TRANSIT CENTER**  
410 S. Spring St.  
Port Washington, WI 53074  
(262)284-8108

**LASATA CARE CENTER**  
W76N677 Wauwatosa Rd  
Cedarburg, WI 53012  
(262) 377-5060

<http://www.co.ozaukee.wi.us>

**CAPITAL RESERVE-NON LAPSING**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 Capital Projects Fund - 401

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	0	3,629	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	16,357	8,182	0	300,000	40,234	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	1,495,275	1,267,731	2,376,950	2,376,950	2,676,950	1,666,770	-860,180	-36.19%
<b>TOTAL EXPENDITURES</b>	<b>1,511,632</b>	<b>1,279,542</b>	<b>2,376,950</b>	<b>2,676,950</b>	<b>2,717,184</b>	<b>1,666,770</b>	<b>-710,180</b>	<b>-29.88%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	1,388,253	1,516,772	1,488,249	1,488,249	0	1,516,770	28,521	1.92%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	10,363	11,840	7,701	7,701	15,747	19,200	-1	-0.01%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	0	0	0	0	0	0	0	0.00%
Other Financing Sources	0	385,000	881,000	1,306,000	429,643	150,000	-881,000	-100.00%
<b>TOTAL REVENUES</b>	<b>1,398,616</b>	<b>1,913,612</b>	<b>2,376,950</b>	<b>2,801,950</b>	<b>445,390</b>	<b>1,685,970</b>	<b>-690,980</b>	<b>-29.07%</b>
<b>TAX LEVY</b>	<b>113,016</b>	<b>-634,070</b>	<b>0</b>	<b>-125,000</b>	<b>2,271,794</b>	<b>-19,200</b>	<b>-19,200</b>	<b>-100.00%</b>

**NOTE 2013**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 Capital Projects Fund - 404

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	1,139,160	502,731	0	0	874,837	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	100,000	0	0	0.00%
Capital Outlay	190,820	1,944,675	0	190,000	908,163	65,000	65,000	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	6,885,000	4,415,000	0	125,000	125,000	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>8,214,980</b>	<b>6,862,406</b>	<b>0</b>	<b>315,000</b>	<b>2,008,000</b>	<b>65,000</b>	<b>65,000</b>	<b>0.00%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	19,078	32,591	0	0	12,369	0	0	0.00%
Other Revenues	6,910,000	706	0	0	0	0	0	0.00%
Other Financing Sources	6,885,000	4,415,000	0	190,000	190,000	65,000	65,000	0.00%
<b>TOTAL REVENUES</b>	<b>13,814,078</b>	<b>4,448,297</b>	<b>0</b>	<b>190,000</b>	<b>202,369</b>	<b>65,000</b>	<b>65,000</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>-5,599,098</b>	<b>2,414,109</b>	<b>0</b>	<b>125,000</b>	<b>1,805,631</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

**OZAUKEE BUILDINGS**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 Capital Projects Fund - 405

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	232,352	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	27,858	731	0	0	0	0	0	0.00%
Capital Outlay	481,583	97,004	0	0	100	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	244,643	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>741,793</b>	<b>97,735</b>	<b>0</b>	<b>0</b>	<b>244,743</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	0	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	5,501	2,073	0	0	328	0	0	0.00%
Other Revenues	72,395	2,738	0	0	0	0	0	0.00%
Other Financing Sources	0	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>77,896</b>	<b>4,811</b>	<b>0</b>	<b>0</b>	<b>328</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TAX LEVY</b>	<b>663,897</b>	<b>92,924</b>	<b>0</b>	<b>0</b>	<b>244,415</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

**OZAUKEE WATER PROJECTS**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
**OVERALL DEPARTMENT SUMMARY**

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	420,607	230,916	403,413	574,149	178,530	184,032	-35,350	-8.76%
Fringe Benefits	133,976	61,223	131,345	131,345	62,510	68,672	5,999	4.57%
Travel & Training	12,490	4,411	0	300	8,374	0	0	0.00%
Supplies	22,381	3,673	0	9,886	3,393	0	0	0.00%
Purchased Services	670,169	1,010,876	0	113,798	444,558	900	1,800	0.00%
Interdepartmental Charges	943,720	456,966	8,373	235,881	305,446	0	-8,373	-100.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	0	0	0	0	0	0	0	0.00%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	1,183	215	0	0	91	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>2,204,526</b>	<b>1,768,280</b>	<b>543,131</b>	<b>1,065,359</b>	<b>1,002,902</b>	<b>253,604</b>	<b>-289,527</b>	<b>-53.31%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	1,943,287	1,165,685	543,130	740,084	415,198	189,774	-163,582	-30.12%
Public Charges for Services	700	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	89,903	493,763	0	325,274	727,909	63,836	127,672	0.00%
Other Financing Sources	9,674	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>2,043,564</b>	<b>1,659,448</b>	<b>543,130</b>	<b>1,065,358</b>	<b>1,143,107</b>	<b>253,610</b>	<b>-289,520</b>	<b>-53.31%</b>
<b>TAX LEVY</b>	<b>160,962</b>	<b>108,832</b>	<b>1</b>	<b>1</b>	<b>-140,205</b>	<b>-6</b>	<b>-7</b>	<b>-700.00%</b>

## OPERATING BUDGET TO CAPITAL BUDGET COMPARISON

Proposed Budget plus History Data

	2011 Adopted	2012 Adopted	2013 Adopted	2014 Adopted	2015 Adopted	2016 Proposed
<b>OPERATING BUDGET EXPENDITURES</b>						
Salaries & Wages	30,017,821	30,059,172	28,951,014	29,108,581	29,849,850	29,549,845
Fringe Benefits	12,402,225	11,311,003	10,690,092	10,662,148	10,879,499	10,571,119
Travel & Training	408,917	445,875	410,915	375,191	390,104	403,580
Supplies	9,127,257	9,914,980	8,997,784	10,691,271	8,381,768	8,890,987
Purchased Services	13,387,290	15,565,378	13,564,847	13,804,072	14,514,421	14,151,436
Depreciation	1,884,718	1,949,771	2,153,487	2,322,490	2,041,780	2,122,740
Debt	1,404,540	1,582,160	1,576,610	2,316,157	2,570,760	2,459,511
Grants	1,230,370	1,194,936	1,021,536	1,101,994	1,162,496	1,281,738
Other Expenses	3,098,564	2,803,650	2,700,142	2,730,322	2,660,830	2,718,831
<b>TOTAL EXPENDITURES</b>	<b>72,961,702</b>	<b>74,826,925</b>	<b>70,066,427</b>	<b>73,112,226</b>	<b>72,451,508</b>	<b>72,149,787</b>

*\*does not include Interdepartmental Charges and Other Financing Uses*

<b>CAPITAL BUDGET</b>	<b>2,846,304</b>	<b>1,783,171</b>	<b>1,698,712</b>	<b>3,826,506</b>	<b>3,152,156</b>	<b>2,506,344</b>
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<b>PERCENT OF OPERATING BUDGET TO CAPITAL BUDGET</b>	<b>3.90%</b>	<b>2.38%</b>	<b>2.42%</b>	<b>5.23%</b>	<b>4.35%</b>	<b>3.47%</b>
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## CAPITAL EXPENDITURE SUMMARY

### Summary by Expenditure Type

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>CAPITAL EXPENDITURE BY TYPE</b>								
Data Processing Equipment	276,304	421,551	1,100,750	1,100,750	164,553	478,188	-622,562	-56.56%
Moveable Equipment	260,125	501,789	551,723	601,723	448,421	809,922	258,199	46.80%
Furniture & Fixtures	0	0	15,000	15,000	7,908	50,000	35,000	233.33%
Vehicles	281,455	305,292	280,500	426,849	418,697	488,720	208,220	74.23%
Highway Equipment	670,648	840,269	1,049,933	1,049,933	720,821	933,116	-116,817	-11.13%
Buildings	260,562	586,215	70,000	429,800	1,057,272	30,000	-40,000	-57.14%
Building Improvements	578,818	1,317,830	641,250	11,401,250	2,260,537	1,461,398	820,148	127.90%
Land Improvements	73,366	0	30,000	185,000	10,491	80,000	50,000	166.67%
Land Acquisitions	308,473	0	0	1,093,500	93,500	0	0	0.00%
Contra Capital Outlay	-187,956	-145,288	-587,000	-10,587,000	-821,228	-1,825,000	-1,238,000	210.90%
<b>EXPENDITURE BY TYPE</b>	<b>2,521,795</b>	<b>3,827,658</b>	<b>3,152,156</b>	<b>5,716,805</b>	<b>4,360,972</b>	<b>2,506,344</b>	<b>-645,812</b>	<b>-20.49%</b>

**CAPITAL IMPROVEMENT PROJECT REQUESTS**  
**2016 CIP REQUESTS BY COMMITTEE**

Committee/Department/Project	2016 Expense Total	2016 Revenue Total	2016 Revenue Source
<b>Executive Committee</b>			
<b>ADMINISTRATION-COUNTY ADMINISTRATOR</b>			
102-01-Vehicle	\$20,000	\$20,000	Tax Levy & Capital Reserve
	<b>\$20,000</b>	<b>\$20,000</b>	
<b>TOTAL FOR COMMITTEE</b>	<b>\$20,000</b>	<b>\$20,000</b>	
<b>Finance Committee</b>			
<b>ADMINISTRATION-INFORMATION TECHNOLOGY</b>			
104-IT03-County-wide Hardware/Software/Infrastructure Upgrades	\$90,000	\$90,000	Tax Levy
104-IT01-County Board Audio Visual Equipment Upgrades	\$50,000	\$50,000	Tax Levy
	<b>\$140,000</b>	<b>\$140,000</b>	
<b>ADMINISTRATION-RADIO SERVICES</b>			
104-RS08-Next Generation 911	\$200,000	\$200,000	Tax Levy
104-RS04-County wide Trunked Radio System Migration-P-25 Digital	\$168,922	\$168,922	Tax Levy
	<b>\$368,922</b>	<b>\$368,922</b>	
<b>TOTAL FOR COMMITTEE</b>	<b>\$508,922</b>	<b>\$508,922</b>	

**CAPITAL IMPROVEMENT PROJECT REQUESTS**  
**2016 CIP REQUESTS BY COMMITTEE**

Committee/Department/Project	2016 Expense Total	2016 Revenue Total	2016 Revenue Source
<b>Health &amp; Human Services Committee</b>			
<b>HUMAN SERVICES</b>			
202-01-Office Remodeling	\$100,000	\$100,000	Fund Balance Applied
	<b>\$100,000</b>	<b>\$100,000</b>	
<b>LASATA CAMPUS-LASATA CARE CENTER</b>			
501-01-Miscellaneous Moveable Equipment	\$25,000	\$25,000	User Fees
501-44-Miscellaneous Fixed Equipment	\$50,000	\$50,000	User Fees
501-43-Miscellaneous Nursing Equipment	\$25,000	\$25,000	User Fees
501-16-Garage Expansion-New Roof	\$25,000	\$25,000	User Fees
501-02-Miscellaneous DP & Electronic Equipment Replacement	\$30,000	\$30,000	User Fees
501-46-Nurse Aide Electronic Charting System	\$50,000	\$50,000	User Fees
501-04-Miscellaneous Building Improvements	\$50,000	\$50,000	User Fees
	<b>\$255,000</b>	<b>\$255,000</b>	
<b>LASATA CAMPUS-LASATA CROSSING</b>			
504-02-Miscellaneous Equipment	\$25,000	\$25,000	User Fees
504-01-Miscellaneous Interior Building Improvements	\$25,000	\$25,000	User Fees
	<b>\$50,000</b>	<b>\$50,000</b>	
<b>LASATA CAMPUS-LASATA HEIGHTS</b>			
502-10-Miscellaneous Land Improvements	\$25,000	\$25,000	User Fees
502-09-Miscellaneous Moveable & DP Equipment	\$25,000	\$25,000	User Fees
502-01-Apartment Building Renovations	\$950,000	\$950,000	User Fees
	<b>\$1,000,000</b>	<b>\$1,000,000</b>	
<b>TOTAL FOR COMMITTEE</b>	<b>\$1,405,000</b>	<b>\$1,405,000</b>	
<b>Natural Resources Committee</b>			
<b>PLANNING &amp; PARKS/GOLF COURSES</b>			
503-HH06-Pole Building at Hawthorne Hills Golf Course	\$30,000	\$30,000	User Fees
503-HH01-Golf & Beverage Carts-Hawthorne Hills Golf Course	\$245,000	\$245,000	User Fees
503-MK03-Golf & Beverage Carts-Mee-Kwon Park Golf Course	\$245,000	\$245,000	User Fees
	<b>\$520,000</b>	<b>\$520,000</b>	
<b>PLANNING &amp; PARKS/PARKS</b>			
115-27-Road Through Waubedonia Park-Caretaker-Tennis Court Entrance	\$30,000	\$30,000	Tax Levy
	<b>\$30,000</b>	<b>\$30,000</b>	
<b>TOTAL FOR COMMITTEE</b>	<b>\$550,000</b>	<b>\$550,000</b>	

**CAPITAL IMPROVEMENT PROJECT REQUESTS**  
**2016 CIP REQUESTS BY COMMITTEE**

Committee/Department/Project	2016 Expense Total	2016 Revenue Total	2016 Revenue Source
<b>Public Safety Committee</b>			
<b>CORONER</b>			
108-01-Vehicle	\$26,000	\$26,000	Tax Levy & Capital Reserve
	<b>\$26,000</b>	<b>\$26,000</b>	
<b>SHERIFF'S OFFICE</b>			
112-11-Body Camera Deployment	\$15,688	\$15,688	Tax Levy
112-01-Vehicle Replacement	\$213,720	\$213,720	Tax Levy
112-04-Radio-MDB Equipment & Replacement	\$30,000	\$30,000	Tax Levy
112-10-Patrol Office & Storage	\$26,397	\$26,397	Tax Levy
	<b>\$285,805</b>	<b>\$285,805</b>	
<b>TOTAL FOR COMMITTEE</b>	<b>\$311,805</b>	<b>\$311,805</b>	
<b>Public Works Committee</b>			
<b>HIGHWAY DEPARTMENT</b>			
601-EQPT09-Road Sweeper	\$55,000	\$55,000	Other
601-CTH14-Road Network-CTH O	\$150,000	\$150,000	Tax Levy
601-CTH12-Road Network-CTH LL	\$500,000	\$500,000	Tax Levy
601-VEH08-Four-Wheel-Drive Truck (Snow Plow Vehicle)	\$75,000	\$75,000	Other
601-CTH27-Road Network-CTH W	\$900,000	\$900,000	Tax Levy
601-EQPT03-Tractor with Mower Attachments	\$120,000	\$120,000	Other
601-EQPT15-Skid Steer Loader	\$50,000	\$50,000	Other
601-EQPT02-Front End Loader	\$140,000	\$140,000	Other
601-CTH30-Road Network-CTH T	\$700,000	\$700,000	Tax Levy
601-VEH04-One-Ton Truck	\$65,000	\$65,000	Other
601-BLDG01-Port Washington Highway Department Buildings Projects	\$125,000	\$125,000	Other
601-VEH05-Patrol Truck (Snow Plow)	\$370,000	\$370,000	Other
601-VEH06-Tri-Axle Truck	\$210,000	\$210,000	Other
601-BLDG02-Cedarburg Highway Department Buildings Project	\$100,000	\$100,000	Other
	<b>\$3,560,000</b>	<b>\$3,560,000</b>	
<b>TRANSIT SERVICES</b>			
211-08-Mobile Data Computer Upgrade	\$42,500	\$42,500	Tax Levy
211-07-Taxi Vehicle Replacement	\$275,000	\$275,000	Tax Levy
	<b>\$317,500</b>	<b>\$317,500</b>	
<b>TOTAL FOR COMMITTEE</b>	<b>\$3,877,500</b>	<b>\$3,877,500</b>	

**CAPITAL PROJECTS EXPENDITURES**  
2015 - 2016 Comparison Summary

Committee/Department	Total Cost	Tax Levy	Federal or State Aid	User Fees Contra Capital	Capital Reserve	Other *
<b>EXECUTIVE COMMITTEE</b>						
<b>Administration Department-County Administrator's Office</b>						
2015 Adopted Budget	0	0	0	0	0	0
2016 Proposed Budget	20,000	0				20,000
<b>FINANCE COMMITTEE</b>						
<b>Administration Department-Information Technology</b>						
2015 Adopted Budget	160,000	160,000	0	0	0	0
2016 Proposed Budget	140,000	140,000				
<b>Administration Department-Radio Services</b>						
2015 Adopted Budget	75,000	75,000	0	0	0	0
2016 Proposed Budget	368,922	368,922				
<b>County Clerk's Office</b>						
2015 Adopted Budget	550,000	0	0	0	550,000	0
2016 Proposed Budget	0	0	0	0	0	0
<b>HEALTH &amp; HUMAN SERVICES COMMITTEE</b>						
<b>ADRC/Aging Services</b>						
2015 Adopted Budget	7,500	0	0	0	7,500	0
2016 Proposed Budget	0	0	0	0	0	0
<b>Human Services</b>						
2015 Adopted Budget	0	0	0	0	0	100,000
2016 Proposed Budget	100,000	0	0	0	0	100,000
<b>Lasata Care Center</b>						
2015 Adopted Budget	295,000	0	0	295,000	0	0
2016 Proposed Budget	255,000	0	0	255,000	0	0
<b>Lasata Crossing</b>						
2015 Adopted Budget	40,000	0	0	40,000	0	0
2016 Proposed Budget	50,000	0	0	50,000	0	0
<b>Lasata Heights</b>						
2015 Adopted Budget	40,000	0	0	40,000	0	0
2016 Proposed Budget	1,000,000	0	0	1,000,000	0	0
<b>NATURAL RESOURCES COMMITTEE</b>						
<b>Golf Course</b>						
2015 Adopted Budget	212,000	0	0	212,000	0	0
2016 Proposed Budget	520,000	0	0	520,000	0	0
<b>Planning &amp; Parks</b>						
2015 Adopted Budget	60,000	50,000	0	0	10,000	0
2016 Proposed Budget	50,000	50,000	0	0	0	0

Committee/Department	Total Cost	Tax Levy	Federal or State Aid	User Fees Contra Capital	Capital Reserve	Other *
<b>PUBLIC SAFETY COMMITTEE</b>						
<b>Clerk of Courts</b>						
2015 Adopted Budget	0	0	0	0	0	0
2016 Proposed Budget	0	0	0	0	0	0
<b>Coroner</b>						
2015 Adopted Budget	0	0	0	0	0	0
2016 Proposed Budget	26,000	0	0	0	0	26,000
<b>Sheriff's Office</b>						
2015 Adopted Budget	709,723	222,750	0	0	331,000	155,973
2016 Proposed Budget	285,805	285,805	0	0	0	0
<b>PUBLIC WORKS COMMITTEE</b>						
<b>Facilities Management-Administration Building</b>						
2015 Adopted Budget	0	0	0	0	0	0
2016 Proposed Budget	0	0	0	0	0	0
<b>Facilities Management-Fairgrounds</b>						
2015 Adopted Budget	30,000	30,000	0	0	0	0
2016 Proposed Budget	0	0	0	0	0	0
<b>Highway Department</b>						
2015 Adopted Budget	3,935,000	1,565,000	1,085,000	0	0	1,285,000
2016 Proposed Budget	3,560,000	1,900,000	350,000	0	0	1,310,000
<b>Transit Services</b>						
2015 Adopted Budget	350,000	70,000	280,000	0	0	0
2016 Proposed Budget	317,500	63,500	254,000			
<b>COUNTY-WIDE</b>						
2015 Total Adopted	6,464,223	2,172,750	1,365,000	587,000	898,500	1,540,973
2016 Total Proposed	6,693,227	2,808,227	604,000	1,825,000	0	1,456,000

\* Includes Donations, Carryovers, Fund Balance Transfers & Direct Project Costs

## ADMINISTRATION-INFORMATION TECHNOLOGY 2016 - DEFERRED/REMOVED CAPITAL PROJECTS

### 104-IT02-SAN Upgrade

Upgrade SAN (storage area network) to increase capacity and speed.

61112	Computer Equipment	\$200,000	41000	Tax Levy		\$200,000
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**Expense Total: \$200,000**

**Revenue Total: \$200,000**



**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

<b>Total Department for 2016:</b>	<b>\$200,000</b>	<b>\$200,000</b>
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## CLERK OF COURTS 2016 - DEFERRED/REMOVED CAPITAL PROJECTS

### 110-03-COC Office Improvements-Floor Plan

Construct private offices for Clerk of Court staff for confidential and detail work in a quite space. Repurpose existing oversized office as a conference/meeting room.

61215	Furniture	\$7,000	41000	Tax Levy	\$48,437
62512	Building Improvements	\$41,437			
<b>Expense Total:</b>		<b>\$48,437</b>			<b>Revenue Total: \$48,437</b>

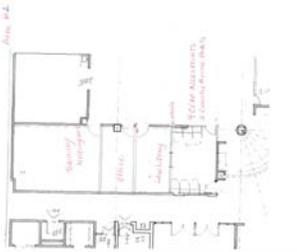
**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

### 110-04-COC Office Improvements -Workspace

Modify existing space to allow for modern use of space. Expand public access to allow additional computers for public access of digital files. Utilize space for law library and pro se help center, including Family Law Center, Small Claims, Traffic and the Pro Se Family Project. (Court Security would be able to assume former Library space.) Excess space to be used as an office and training/meeting room.

61112	Computer Equipment	\$3,000	41000	Tax Levy	\$42,884
61215	Furniture	\$7,500			
62512	Building Improvements	\$32,384			
<b>Expense Total:</b>		<b>\$42,884</b>			<b>Revenue Total: \$42,884</b>



**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

<b>Total Department for 2016:</b>	<b>\$91,321</b>	<b>\$91,321</b>
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## FACILITIES-ADMINISTRATION BUILDING 2016 - DEFERRED/REMOVED CAPITAL PROJECTS

### 109-AC02-Carpet Replacement

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2016-Replace carpet in Register of Deeds. Carpet is 20 years old and in very poor condition. 2018-Replace carpet on the fourth floor. Carpet is 20 years old and in very poor condition.

62512	Building Improvements	\$25,000	41000	Tax Levy	\$25,000
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**Expense Total:     \$25,000**

**Revenue Total:     \$25,000**

**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

### 109-AC19-LED Lighting Upgrade

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This project would be to retro-fit the current light fixtures to high efficiency LED lighting. We would do one floor per year over the next five years.

62512	Building Improvements	\$25,000	41000	Tax Levy	\$25,000
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**Expense Total:     \$25,000**

**Revenue Total:     \$25,000**

**Other Revenue Sources (49000):**

- |   |   |
|---|---|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve                      |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover            |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                              |
| <input type="checkbox"/> General Fund           | <input checked="" type="checkbox"/> Energy Efficiency Project |

**109-AC21-Ceiling Restoration-Historical Building**

Restoration of mural on ceiling and all the ornate stenciling on walls and ceiling. This work would start after we do extensive plaster repair to walls and ceiling.

62512	Building Improvements	\$25,000	41000	Tax Levy	\$25,000
<b>Expense Total:</b>		<b>\$25,000</b>	<b>Revenue Total:</b>		<b>\$25,000</b>



**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

<b>Total Department for 2016:</b>	<b>\$75,000</b>	<b>\$75,000</b>
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## FACILITIES-FAIRGROUNDS

### 2016 - DEFERRED/REMOVED CAPITAL PROJECTS

#### 220-02-Beef & Hog Barn Repair

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Due to heaving of the posts, the beef and hog barn has risen as much as 8". This causes stress on the structure, water and electrical systems.

62105	Buildings	\$60,000	41000	Tax Levy	\$60,000
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**Expense Total:     \$60,000**

**Revenue Total:     \$60,000**



**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

*Increase Building Maintenance by \$10,000*

<b>Total Department for 2016:</b>	<b>\$60,000</b>	<b>\$60,000</b>
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## PLANNING & PARKS/PARKS

### 2016 - DEFERRED/REMOVED CAPITAL PROJECTS

#### 115-01-Pave Park Road & Parking Areas-Hawthorne Hills Park

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Pave the park road and parking areas at Hawthorne Hills Park below the crest of the hill and also patch area at HH Peters Youth Camp. The Highway Department will be contracted to do the work.

63315	Land Improvements	\$50,000	41000	Tax Levy	\$50,000
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**Expense Total: \$50,000**

**Revenue Total: \$50,000**



**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

#### 115-18-Small Land-Easement Acquisition-Access-Signage for Parks

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This capital improvement is to provide for small land/easement acquisition to improve entrance signage and access to park and trail facilities in the Ozaukee County Park System.

64101	Land Purchase	\$20,000	41000	Tax Levy	\$20,000
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**Expense Total: \$20,000**

**Revenue Total: \$20,000**



**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

**115-21-Playground Equipment-Waubedonia Park**

Replacement of playground equipment and surrounds for park users and campers, particularly children and families. The current playground equipment and surrounds do not meet the new State law requirements for safety and accessibility (e.g. ADA) . The current playground is heavily used by children and families during gatherings using the rented shelters and tennis courts. The replacement is needed to comply with new State regulations and to provide a safe environment for children to play.

63315 Land Improvements \$40,000 41000 Tax Levy \$40,000

**Expense Total: \$40,000**

**Revenue Total: \$40,000**



**Other Revenue Sources (49000):**

- Direct Project Charges
- Capital Reserve
- Donations
- Capital Reserve Carryover
- Fund Balance Applied
- Bonding
- General Fund
- Energy Efficiency Project

**115-23-Playground Equipment-Virmond Park**

Replacement of existing playground equipment and surrounds for park users, particularly children and families. The current playground equipment and surrounds do not meet the new State law requirements for safety and accessibility (e.g. ADA) .

61212 Moveable Equipment \$40,000 41000 Tax Levy \$20,000

**Expense Total: \$40,000**

**Revenue Total: \$20,000**



**Other Revenue Sources (49000):**

- Direct Project Charges
- Capital Reserve
- Donations
- Capital Reserve Carryover
- Fund Balance Applied
- Bonding
- General Fund
- Energy Efficiency Project

*Left \$20,000 for repairs*

**115-34-Natural Areas/Open Space Acquisition:Lion's Den Project Area**

---

The Waukesha State Bank tracts include approximately 236 acres of unimproved property located south of downtown Port Washington in low density residential area of the City. A private developer, the Ozaukee Washington Land Trust (OWLT), Ozaukee County and other partners plan to acquire this property for a combination of sensitive development, agriculture and conservation/park area. The final acreage being acquired will be determined by survey.

64101	Land Purchase	\$1,000,000	41000	Tax Levy	\$1,000,000
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**Expense Total: \$1,000,000**

**Revenue Total: \$1,000,000**

**Other Revenue Sources (49000):**

- |  |  |
|--|--|
| <input type="checkbox"/> Direct Project Charges          | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations                       | <input type="checkbox"/> Capital Reserve Carryover |
| <input checked="" type="checkbox"/> Fund Balance Applied | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund                    | <input type="checkbox"/> Energy Efficiency Project |

**115-46-Crack Sealing & Seal Coating Interurban Trail Remaining Sections**

---

This capital project is crack sealing and seal coating for the remaining sections of the Ozaukee Interurban Trail. The pavement has been maintained, but is showing signs of breaking down in some areas in the form of cracking.

63315	Land Improvements	\$80,000	41000	Tax Levy	\$80,000
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**Expense Total: \$80,000**

**Revenue Total: \$80,000**

**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

*Reduced to \$25,000 for continued repairs*

**115-48-Parks Division Utility Truckster**

---

A four-wheel drive utility truckster for use in all the Parks. This would replace an existing two-wheel drive utility truckster that was passed down from the golf courses and is past its useful life.

61212	Moveable Equipment	\$30,000	41000	Tax Levy	\$30,000
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**Expense Total: \$30,000**

**Revenue Total: \$30,000**

**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

<b>Total Department for 2016:</b>	<b>\$1,260,000</b>	<b>\$1,240,000</b>
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## SHERIFF'S OFFICE

### 2016 - DEFERRED/REMOVED CAPITAL PROJECTS

#### 112-08-Justice Center Storage Building

---

Additional space is needed by the Sheriff's Office and Facilities Management for storage & additional operational space. The building would be year round temperature controlled and have all utilities functional including water. Sheriff's Office is currently renting space for storage of vehicles and property.

62105	Buildings	\$1,127,500	41000	Tax Levy	\$1,127,500
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**Expense Total: \$1,127,500**

**Revenue Total: \$1,127,500**

**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

#### 112-09-Administrative Office Improvement

---

Create community multipurpose room via our lobby, create a soft interview room, upgrade the evidence storage intake area, improve the security and privacy our of lobby area, and enhance the mail storage & processing area.

62512	Building Improvements	\$90,054	41000	Tax Levy	\$90,054
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**Expense Total: \$90,054**

**Revenue Total: \$90,054**

**Other Revenue Sources (49000):**

- |   |  |
|---|--|
| <input type="checkbox"/> Direct Project Charges | <input type="checkbox"/> Capital Reserve           |
| <input type="checkbox"/> Donations              | <input type="checkbox"/> Capital Reserve Carryover |
| <input type="checkbox"/> Fund Balance Applied   | <input type="checkbox"/> Bonding                   |
| <input type="checkbox"/> General Fund           | <input type="checkbox"/> Energy Efficiency Project |

**112-12-Forensic Cell Phone Analyzer**

To provide Ozaukee County law enforcement agencies and prosecutors with a forensic equipment for extracting data off of cell phones and mobile devices from victims, witnesses or suspects. Cell phones and mobile devices are a prevalent form of communication and are often involved in crime reports. Currently, if a cell phone needs to be examined it requires that we used an outside agency and restricted by their availability.

61112	Computer Equipment	\$62,330	41000	Tax Levy	\$62,330
<b>Expense Total:</b>		<b>\$62,330</b>	<b>Revenue Total:</b>		<b>\$62,330</b>



**Other Revenue Sources (49000):**

- Direct Project Charges
- Donations
- Fund Balance Applied
- General Fund
- Capital Reserve
- Capital Reserve Carryover
- Bonding
- Energy Efficiency Project

**112-13-Court Security Screening Improvements**

This request is needed to make necessary security upgrades to the public entry & screen station of the Justice Center court level entrance and Sheriff's Office. The improvements include security improvements to the entry/screening area by providing a glass enclosure for the area and protective bollards for entrances. Request also is for new portable live scan fingerprint machine to comply with the requirements to submit DNA for subjects convicted of a crime that are not sentenced to the Jail.

62155	Remodeling	\$187,250	41000	Tax Levy	\$187,250
<b>Expense Total:</b>		<b>\$187,250</b>	<b>Revenue Total:</b>		<b>\$187,250</b>

**Other Revenue Sources (49000):**

- Direct Project Charges
- Donations
- Fund Balance Applied
- General Fund
- Capital Reserve
- Capital Reserve Carryover
- Bonding
- Energy Efficiency Project

<b>Total Department for 2016:</b>	<b>\$1,467,134</b>	<b>\$1,467,134</b>
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## CIP - 5 YEAR PROJECT COSTS - EXPENSE TOTALS

2016-2020 Capital Improvement Program

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
<b>Executive Committee</b>					
<b><u>ADMINISTRATION-COUNTY ADMINISTRATOR</u></b>					
Vehicle	\$20,000				
<b>Total ADMINISTRATION-COUNTY ADMINISTRATOR</b>	<b>\$20,000</b>				
<b>Total Executive Committee</b>	<b>\$20,000</b>				

*Totals do not reflect associated project revenues*

## CIP - 5 YEAR PROJECT COSTS - EXPENSE TOTALS

2016-2020 Capital Improvement Program

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
<b>Finance Committee</b>					
<b><u>ADMINISTRATION-FINANCE</u></b>					
Great Plains- Dynamics Software Upgrade		\$45,000			
<b>Total ADMINISTRATION-FINANCE</b>		<b>\$45,000</b>			
<b><u>ADMINISTRATION-INFORMATION TECHNOLOGY</u></b>					
County Board Audio Visual Equipment Upgrades	\$50,000				
County-wide Hardware/Software/Infrastructure Upgrades	\$90,000				
<b>Total ADMINISTRATION-INFORMATION TECHNOLOGY</b>	<b>\$140,000</b>				
<b><u>ADMINISTRATION-RADIO SERVICES</u></b>					
County wide Trunked Radio System Migration-P-25 Digital	\$168,922				
Next Generation 911	\$200,000				
<b>Total ADMINISTRATION-RADIO SERVICES</b>	<b>\$368,922</b>				
<b>Total Finance Committee</b>	<b>\$508,922</b>	<b>\$45,000</b>			

*Totals do not reflect associated project revenues*

**CIP - 5 YEAR PROJECT COSTS - EXPENSE TOTALS**  
2016-2020 Capital Improvement Program

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
<b>Health &amp; Human Services Committee</b>					
<b><u>HUMAN SERVICES</u></b>					
Office Remodeling	\$100,000				
<b>Total HUMAN SERVICES</b>	<b>\$100,000</b>				
<b><u>LASATA CAMPUS-LASATA CARE CENTER</u></b>					
Miscellaneous Moveable Equipment	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Miscellaneous DP & Electronic Equipment Replacement	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Miscellaneous Building Improvements	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Walking Trails		\$25,000	\$25,000	\$25,000	
Roof Replacement on West Side of Building		\$100,000			
Garage Expansion-New Roof	\$25,000				
Tuckpoint Windows & Brick		\$25,000	\$25,000	\$25,000	
Pickup Truck & Plow			\$45,000		
New Diesel Tractor					\$75,000
Nursecall System		\$75,000			
Electronic Medical Records Charting System					\$100,000
Blacktopping of Driveways		\$30,000	\$30,000	\$30,000	\$30,000
Roof Soffit Repairs		\$25,000	\$25,000		
Pneumatic Controls & Energy Management System				\$200,000	
Freight Elevator					\$100,000
Miscellaneous Nursing Equipment	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Miscellaneous Fixed Equipment	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Resident Wander System			\$75,000		
Nurse Aide Electronic Charting System	\$50,000				
<b>Total LASATA CAMPUS-LASATA CARE CENTER</b>	<b>\$255,000</b>	<b>\$460,000</b>	<b>\$405,000</b>	<b>\$460,000</b>	<b>\$485,000</b>
<b><u>LASATA CAMPUS-LASATA CROSSING</u></b>					
Miscellaneous Interior Building Improvements	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Miscellaneous Equipment	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
<b>Total LASATA CAMPUS-LASATA CROSSING</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>
<b><u>LASATA CAMPUS-LASATA HEIGHTS</u></b>					
Apartment Building Renovations	\$950,000		\$950,000		\$950,000
Expand Dining Room & Fireside Lounge					\$450,000
Miscellaneous Moveable & DP Equipment	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Miscellaneous Land Improvements	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Riding Lawn Mower				\$25,000	
<b>Total LASATA CAMPUS-LASATA HEIGHTS</b>	<b>\$1,000,000</b>	<b>\$50,000</b>	<b>\$1,000,000</b>	<b>\$75,000</b>	<b>\$1,450,000</b>
<b>Total Health &amp; Human Services Committee</b>	<b>\$1,405,000</b>	<b>\$560,000</b>	<b>\$1,455,000</b>	<b>\$585,000</b>	<b>\$1,985,000</b>

Totals do not reflect associated project revenues

**CIP - 5 YEAR PROJECT COSTS - EXPENSE TOTALS**  
 2016-2020 Capital Improvement Program

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
<b>Natural Resources Committee</b>					
<b><u>LAND &amp; WATER MANAGEMENT</u></b>					
Truck				\$30,000	
<b>Total LAND &amp; WATER MANAGEMENT</b>				<b>\$30,000</b>	
<b><u>PLANNING &amp; PARKS/GOLF COURSES</u></b>					
Golf & Beverage Carts-Hawthorne Hills Golf Course	\$245,000				
Golf Course Equipment-Hawthorne Hills Golf Course		\$70,000	\$100,000	\$44,000	\$55,000
Hawthorne Hills Clubhouse Remodel				\$425,000	
Pole Building at Hawthorne Hills Golf Course	\$30,000				
1-3 of a New Wood Chipper-Golf Courses & Parks		\$17,000			
Golf & Beverage Carts-Mee-Kwon Park Golf Course	\$245,000				
Driving Range construction on existing property at Mee-Kwon Park			\$250,000		
Maintenance Facility-Mee-Kwon Park Golf Course					\$300,000
Repair Mee-Kwon Parks Maintenance Shop Building		\$30,000			
1-3 of New Wood Chipper-Golf Courses & Parks		\$17,000			
Replace Movable Equipment for Mee-Kwon Park Golf Course		\$70,000	\$100,000	\$44,000	\$72,000
<b>Total PLANNING &amp; PARKS/GOLF COURSES</b>	<b>\$520,000</b>	<b>\$204,000</b>	<b>\$450,000</b>	<b>\$513,000</b>	<b>\$427,000</b>

Totals do not reflect associated project revenues

**CIP - 5 YEAR PROJECT COSTS - EXPENSE TOTALS**  
2016-2020 Capital Improvement Program

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
<b><u>PLANNING &amp; PARKS/PARKS</u></b>					
Bathroom & Small Storage Building-Lion's Den Gorge Nature Preserve				\$225,000	
Bathrooms & Shower House-Waubedonia Park		\$195,000			
Cold Storage Building-Tendick Nature Park		\$150,000			
Multi-Purpose Building with Bathrooms-Pioneer Village-HH Park			\$335,000		
Pave Park Road & Parking Areas-Ehlers Park			\$50,000		
Playground Equipment-Tendick Nature Park			\$40,000		
Paved Parking- Additional at Lion's Den Gorge Nature Preserve			\$30,000		
Grooming Equipment for Cross County Trails			\$25,000		
Paved Parking-Covered Bridge Park		\$30,000			
Zero Turn Mower & Trailer-Tendick Nature Park		\$35,000			
Road Through Waubedonia Park-Caretaker-Tennis Court Entrance	\$30,000				
Development of an Off-Road Mountain Bike Park-Facility					\$100,000
Hawthorne Hills County Park- Campground Development			\$175,000		
Skidsteer Replacement		\$50,000			
Construct New Bathroom Facility -Water & POWTS-Covered Bridge Park		\$215,000			
Milwaukee River-Lake Michigan Water Trail System				\$30,000	
H.H. Peters Youth Camp: Firewood Canopy Structure				\$60,000	
Re-paving of portions of the Ozaukee Interurban Trail					\$400,000
Shady Lane Improvements: Wash Area & Grey Water Management				\$25,000	
One Ton Truck: Park Superintendent			\$45,000		
Replacement SUV: Planning & Parks Director		\$35,000			
Tractor Attachment for Trimming Along the Interurban Trail				\$60,000	
One Ton Truck: Waubedonia Park Caretaker				\$45,000	
1-3 of a New Wood Chipper-Golf Courses & Parks		\$17,000			
<b>Total PLANNING &amp; PARKS/PARKS</b>	<b>\$30,000</b>	<b>\$727,000</b>	<b>\$700,000</b>	<b>\$445,000</b>	<b>\$500,000</b>
<b>Total Natural Resources Committee</b>	<b>\$550,000</b>	<b>\$931,000</b>	<b>\$1,150,000</b>	<b>\$988,000</b>	<b>\$927,000</b>

Totals do not reflect associated project revenues

## CIP - 5 YEAR PROJECT COSTS - EXPENSE TOTALS

2016-2020 Capital Improvement Program

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
<b>Public Safety Committee</b>					
<b><u>CORONER</u></b>					
Vehicle	\$26,000				
<b>Total CORONER</b>	<b>\$26,000</b>				
<b><u>SHERIFF'S OFFICE</u></b>					
Vehicle Replacement	\$213,720	\$182,220	\$182,220	\$182,220	
Radio-MDB Equipment & Replacement	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Patrol Office & Storage	\$26,397				
Body Camera Deployment	\$15,688				
<b>Total SHERIFF'S OFFICE</b>	<b>\$285,805</b>	<b>\$212,220</b>	<b>\$212,220</b>	<b>\$212,220</b>	<b>\$30,000</b>
<b>Total Public Safety Committee</b>	<b>\$311,805</b>	<b>\$212,220</b>	<b>\$212,220</b>	<b>\$212,220</b>	<b>\$30,000</b>

Totals do not reflect associated project revenues

**CIP - 5 YEAR PROJECT COSTS - EXPENSE TOTALS**  
 2016-2020 Capital Improvement Program

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
<b>Public Works Committee</b>					
<b><u>FACILITIES-ADMINISTRATION BUILDING</u></b>					
Porch Roof Replacements-Historical Building				\$75,000	
Air Conditioner-Historial Building		\$50,000			
Wall Paper Replacement		\$35,000	\$35,000	\$35,000	\$35,000
Low Consumption Toilets 1.6				\$25,000	
<b>Total FACILITIES-ADMINISTRATION BUILDING</b>		<b>\$85,000</b>	<b>\$35,000</b>	<b>\$135,000</b>	<b>\$35,000</b>
<b><u>FACILITIES-JUSTICE CENTER</u></b>					
Dairy Barn Repair		\$70,000			
Show Arena Repairs			\$75,000		
<b>Total FACILITIES-JUSTICE CENTER</b>		<b>\$70,000</b>	<b>\$75,000</b>		

*Totals do not reflect associated project revenues*

**CIP - 5 YEAR PROJECT COSTS - EXPENSE TOTALS**  
 2016-2020 Capital Improvement Program

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
<b><u>HIGHWAY DEPARTMENT</u></b>					
Port Washington Highway Department Buildings Projects	\$125,000	\$150,000	\$30,000	\$220,000	\$25,000
Cedarburg Highway Department Buildings Project	\$100,000		\$170,000		\$35,000
Waubeka Shed		\$45,000			\$120,000
Pinnacle Site			\$30,000		
Hot Mix Plant				\$70,000	\$75,000
Road Network-CTH B				\$500,000	
Road Network-CTH D			\$4,000,000		
Road Network-CTH H					\$100,000
Road Network-CTH I		\$150,000	\$800,000		
Road Network-CTH K				\$120,000	
Road Network-CTH LL	\$500,000	\$1,550,000		\$350,000	
Road Network-CTH O	\$150,000				
Road Network-CTH Q				\$300,000	
Road Network-CTH Y			\$600,000		
Road Network-CTH P			\$450,000		
Road Network-CTH W	\$900,000				\$1,550,000
Road Network-CTH T	\$700,000				
Road Network-CTH A				\$470,000	
Front End Loader	\$140,000	\$160,000			
Tractor with Mower Attachments	\$120,000		\$120,000	\$120,000	
Asphalt Roller			\$100,000		\$130,000
Road Sweeper	\$55,000			\$55,000	
Shoulder Grader			\$120,000		
Shoulder Machine			\$140,000		
Rubber Tire Roller				\$90,000	
Traffic Arrow-Message Board		\$30,000			\$45,000
Skid Steer Loader	\$50,000			\$50,000	
Forklift				\$80,000	
Road Grader		\$200,000			
Brush Chipper			\$60,000	\$60,000	
Crackfilling Machine			\$80,000		
Articulated Dump Truck			\$180,000		
Superintendent Patrol Vehicle					\$50,000
Foreman's Truck		\$50,000		\$50,000	
One-Ton Truck	\$65,000		\$70,000		\$70,000
Patrol Truck (Snow Plow)	\$370,000	\$180,000	\$185,000	\$185,000	\$380,000
Tri-Axle Truck	\$210,000	\$210,000		\$220,000	\$230,000
Four-Wheel-Drive Truck (Snow Plow Vehicle)	\$75,000				
Vac-All Sweeper Truck		\$230,000			
Bucket Truck					\$150,000
<b>Total HIGHWAY DEPARTMENT</b>	<b>\$3,560,000</b>	<b>\$2,955,000</b>	<b>\$7,135,000</b>	<b>\$2,940,000</b>	<b>\$2,960,000</b>

Totals do not reflect associated project revenues

## CIP - 5 YEAR PROJECT COSTS - EXPENSE TOTALS

2016-2020 Capital Improvement Program

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
<b><u>TRANSIT SERVICES</u></b>					
Taxi Vehicle Replacement	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000
Mobile Data Computer Upgrade	\$42,500				
<b>Total TRANSIT SERVICES</b>	<b>\$317,500</b>	<b>\$275,000</b>	<b>\$275,000</b>	<b>\$275,000</b>	<b>\$275,000</b>
<b>Total Public Works Committee</b>	<b>\$3,877,500</b>	<b>\$3,385,000</b>	<b>\$7,520,000</b>	<b>\$3,350,000</b>	<b>\$3,270,000</b>

*Totals do not reflect associated project revenues*

# DEBT



**OZAUKEE COUNTY** FORWARD FOCUSED  
*Wisconsin*

**ADMINISTRATION CENTER**

121 W. Main St  
Port Washington, WI 53074  
(262) 284-9411

**JUSTICE CENTER**

1201 S. Spring St.  
Port Washington, WI 53074  
(262) 284-9411

**HIGHWAY DEPARTMENT**

410 S. Spring St.  
Port Washington, WI 53074  
(262) 284-8331

**TRANSIT CENTER**

410 S. Spring St.  
Port Washington, WI 53074  
(262)284-8108

**LASATA CARE CENTER**

W76N677 Wauwatosa Rd  
Cedarburg, WI 53012  
(262) 377-5060

<http://www.co.ozaukee.wi.us>

## **DEBT POLICY**

Ozaukee County will maintain a debt limit. All new debt will require a three-fourths majority of the County Board elect. All new Debt should have a term appropriate to the useful life expectancy of the underlying purpose.

Governmental debt totals shall not exceed the annual operating expenditures of the General Fund and annual governmental debt payments shall not exceed twelve and one half percent of the total County property tax levy.

Enterprise debt will be presumed to be self-supporting through user revenue within one half of the debt term. In instances where it is not presumed to be self-supporting any new debt will be considered governmental debt, included in governmental totals, and subject to all related restrictions.

In any case where new debt is imposed upon the County by an external source causing it to exceed the policy limits, the County shall have five years to come back into compliance.

The Finance Director shall be designated the Compliance Officer responsible for monitoring post-issuance compliance and record retention requirements.

**DEBT SERVICE FUND**  
**SUMMARY OF EXPENDITURES AND REVENUES**  
 Debt Service Fund - 301

Account Description	2013 Actual	2014 Actual	2015 Adopted	2015 Amended	2015 Actual YTD	2016 Proposed	2015-2016 Variance \$	2015-2016 Variance %
<b>EXPENDITURES</b>								
Salaries & Wages	0	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0	0.00%
Travel & Training	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0.00%
Purchased Services	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0.00%
Debt	1,205,730	1,903,447	1,902,861	1,902,861	1,902,596	1,907,186	4,325	0.23%
Grants	0	0	0	0	0	0	0	0.00%
Other Expenses	0	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0	0.00%
Capital Contra	0	0	0	0	0	0	0	0.00%
Other Financing Uses	0	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>1,205,730</b>	<b>1,903,447</b>	<b>1,902,861</b>	<b>1,902,861</b>	<b>1,902,596</b>	<b>1,907,186</b>	<b>4,325</b>	<b>0.23%</b>
<b>REVENUES</b>								
Taxes-Delinquencies-Penalties	0	0	0	0	0	0	0	0.00%
Taxes-County Sales	0	0	0	0	0	0	0	0.00%
Intergovernmental Revenues	0	0	0	0	4,194	0	0	0.00%
Public Charges for Services	0	0	0	0	0	0	0	0.00%
Intergovernmental Charges	0	0	0	0	0	0	0	0.00%
Interdepartmental Charges	0	0	0	0	0	0	0	0.00%
Fines, Forfeitures & Penalties	0	0	0	0	0	0	0	0.00%
Licenses & Permits	0	0	0	0	0	0	0	0.00%
Interest Income	0	0	0	0	0	0	0	0.00%
Other Revenues	194,187	0	0	0	0	0	0	0.00%
Other Financing Sources	1,145,275	1,617,731	1,495,950	1,495,950	1,495,950	1,666,770	170,820	11.42%
<b>TOTAL REVENUES</b>	<b>1,339,462</b>	<b>1,617,731</b>	<b>1,495,950</b>	<b>1,495,950</b>	<b>1,500,144</b>	<b>1,666,770</b>	<b>170,820</b>	<b>11.42%</b>
<b>TAX LEVY</b>	<b>-133,732</b>	<b>285,716</b>	<b>406,911</b>	<b>406,911</b>	<b>402,452</b>	<b>240,416</b>	<b>-166,495</b>	<b>-40.92%</b>

## DEBT MARGIN

The County structures future debt-borrowing payments to lessen major fluctuations between years.

### LEGAL MARGIN FOR NEW DEBT

The County's legal margin for creation of additional general obligation debt on December 31, 2014 was:

Equalized valuation of the County		\$	10,408,956,100
Statutory limitation percentage			(x) 5%
			_____
General obligation debt limitation, per Section 67.03 of the <b>Wisconsin Statutes</b>		\$	520,447,805
 Total outstanding general obligation debt applicable to <b>Debt limitation</b>	 \$		 33,910,000
Less: Amounts available for financing general obligation debt <b>Debt Service Fund balance</b>	 \$		 758,581
			_____
Net outstanding general obligation debt applicable to debt limitation		\$	33,151,419
Legal Margin for New Debt		\$	487,296,386
			_____
<b>Percent of Legal Debt Margin</b>			<b>6.80%</b>

### OZAUKEE COUNTY INTERNAL POLICY AND PROCEDURES: DEBT LIMITATIONS

1. Total Governmental Debt Shall not exceed the annual expenditure of the General Fund:

2016 General Fund Budgeted Expenditures/Limit on Governmental Debt		\$	23,878,236
2016 Total Governmental Debt			13,630,000
			_____
<b>Policy Margin on New Debt</b>			<b>\$10,248,236</b>

2. Annual Governmental Debt service payments shall not exceed 12.5% of annual tax levy:

2016 Total Levy		\$	19,530,553
Policy limitation percentage			(x) 12.5%
			_____
<b>Policy limit on Debt Payments</b>			<b>\$2,441,319</b>
 2016 Governmental Debt Payments (Principal & Interest)			 1,904,186
			_____
<b>Policy Margin on Debt Service</b>			<b>\$537,133</b>

3. Enterprise Debt expected to be supported by revenues within five years of issue shall not be considered within these limitations.

4. Any debt imposed upon the County through an external entity will have five years to comply.

## DEBT - LONG TERM OBLIGATIONS

The following is a summary of changes in long-term obligations of the County for the year ended December 31, 2014. All General Obligation debt is for nonrecurring capital projects:

	Outstanding 1/1/14	Issued	Retired	Outstanding 12/31/14	Due within One year
<b>GOVERNMENTAL ACTIVITIES:</b>					
General Obligation Debt					
Bonds	16,555,000	-	1,435,000	15,120,000	1,490,000
Total General Obligation Debt	16,555,000	-	1,435,000	15,120,000	1,490,000
Bond Premium	507,840	-	53,201	454,639	53,201
Governmental Activities					
Long-term Obligations	17,062,840	-	1,488,201	15,574,639	1,543,201
<b>BUSINESS-TYPE ACTIVITIES:</b>					
General Obligation Debt					
Bonds	9,215,000	10,000,000	425,000	18,790,000	425,000
Bond Premium	72,615	83,401	4,584	68,031	8,754
Business-type Activities					
Long-term Obligations	9,287,615	10,083,401	429,584	18,858,031	433,754

Total interest paid during the year on long-term debt totaled \$1,200,000.

### GENERAL OBLIGATION DEBT

General obligation debt currently outstanding is detailed as follows:

Bonds:

Issued	Amount Issued	Description	Outstanding
12/4/2008	\$ 10,000,000	New Assisted Living Center Building at Lasata Campus \$385,000 to \$850,000 due annually through 2028; interest 4%-5%	\$ 8,790,000
11/23/2010	\$ 3,740,000	Refunding Capital Projects Financed through Cash Reserves \$350,000 to \$430,000 due annually through 2020; interest 2%-4%	\$ 2,365,000
9/24/2011	\$ 4,600,000	Fairgrounds Building Construction including CMS Curlers Center \$600,000 to \$3300,000 due annually through 2030; interest 2%-4%	\$ 4,090,000
5/23/2012	\$ 2,415,000	Refinancing Old Debt at Lower Rate \$15,000 to \$375,000 due annually through 2021; interest 2%-3%	\$ 2,385,000
7/3/2013	\$ 6,885,000	County-wide Capital Projects Funding \$605,000 to \$770,000 due annually through 2023; interest 2%-3%	\$ 6,280,000
8/24/2014	\$ 10,000,000	Lasata Senior Living Campus Building Renovations \$420,000 to \$675,000 due annually through 2034	\$ 10,000,000
<b>Total Outstanding General Obligation Debt</b>			<b>\$ 33,910,000</b>

## DEBT - LONG TERM OBLIGATIONS

Annual principal and interest maturities of the outstanding general obligation debt of \$47,516,451 on December 31, 2014 are detailed below:

Year Ended December 31	Governmental Activities		Business-type Activities		Totals	
	Principal	Interest	Principal	Interest	Principal	Interest
2015	\$ 1,490,000	\$ 412,861	\$ 445,000	\$ 626,870	\$ 1,935,000	\$ 1,039,731
2016	1,530,000	377,186	890,000	594,420	2,420,000	971,606
2017	1,560,000	340,661	915,000	560,695	2,475,000	901,356
2018	1,605,000	299,511	950,000	528,120	2,555,000	827,631
2019	1,655,000	249,911	990,000	496,535	2,645,000	746,446
2020-2024	5,250,000	641,364	5,550,000	2,102,261	10,800,000	2,743,625
2025-2029	1,385,000	256,116	5,880,000	1,018,363	7,265,000	1,274,478
2030-2034	645,000	26,100	3,170,000	5,075,478	3,815,000	5,101,578
	<b>15,120,000</b>	<b>2,603,709</b>	<b>18,790,000</b>	<b>11,002,741</b>	<b>33,910,000</b>	<b>13,606,451</b>

# PERSONNEL



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## 2016 PERSONNEL CHANGE REQUESTS

Assumed Effective Date: January 1, 2016 for all unless noted

Change	Current	Requested Change	Levy Impact
<b>EXECUTIVE COMMITTEE</b>			
<b>ADMINISTRATION-COUNTY ADMINISTRATOR'S OFFICE</b>			
Paygrade	MGT108	MGT109 with CPA	\$2,089
			<b>\$2,089</b>
<b>FINANCE COMMITTEE</b>			
<b>ADMINISTRATION-FINANCE</b>			
Title, Paygrade & Hours	Finance Analyst CPA-Paygrade 109-2080 Hours	Account Clerk III-Paygrade NM06-1040 Hours	-\$79,028
			<b>-\$79,028</b>
<b>HEALTH &amp; HUMAN SERVICES COMMITTEE</b>			
<b>ADRC/AGING SERVICES</b>			
Title & Paygrade	Office Assistant I-Paygrade NM03	Office Assisant III-Paygrade NM05	\$2,395
Annual Hours	1040	1248 (WRS)	\$6,298
			<b>\$8,693</b>
<b>HUMAN SERVICES</b>			
Position Elimination	Non Mandated Program-Personal Care Worker		-\$7,912
Position Elimination	Non Mandated Program-Homemaker Services		-\$48,419
Annual Hours	1950 Hours	2080 Hours	\$4,841
Position Elimination	Non Mandated Program-Personal Care Worker		-\$18,676
Position Elimination	Non Mandated Program-Personal Care Worker		-\$18,676
Position Elimination	Non Mandated Program-Personal Care Worker		-\$18,676
Position Elimination	Current Staff Retiring-Job Duties transferred to Nurse Practitioner and Psychiatric RN		-\$85,592
Position Elimination	Current Staff Retiring-Job Duties transferred to Licensed Health Professional II		-\$97,805
Title	Support Care Worker	Peer Specialist	\$0
			<b>-\$290,915</b>
<b>LASATA CARE CENTER</b>			
Title & Paygrade	Administrative Assisant-Paygrade 103	Administrative Services Coordinator-Paygrade 104	\$1,964
			<b>\$1,964</b>
<b>LASATA CROSSING</b>			
Title & Paygrade	Administrative Assisant-Paygrade 103	Administrative Services Coordinator-Paygrade 104	\$2,499
Title	Personal Care Worker	PCW Coordinator	\$0
			<b>\$2,499</b>
<b>PUBLIC HEALTH</b>			
Annual Hours	1170	1248	\$2,650
Annual Hours	1170	1248	\$2,650
Annual Hours	1170	1248	\$2,650
Annual Hours	1248	100	-\$21,348
Annual Hours	300	100	-\$4,437
Position Elimination	WIC Nutrition Asstistant		-\$24,125
Annual Hours	1950	2080	\$3,907
Annual Hours	1950	2080	\$3,907
Annual Hours	1950	2080	\$3,907
Annual Hours	1950	2080	\$3,907

## 2016 PERSONNEL CHANGE REQUESTS

Assumed Effective Date: January 1, 2016 for all unless noted

Change	Current	Requested Change	Levy Impact
Title	WIC Director/Nurse Supervisor	Nurse Supervisor	\$0
Paygrade & Step	Public Health Educator Paygrade 104	106-Step 5	\$1,225
Paygrade & Step	113	115-Step 7	\$6,621
Paygrade & Step	105	106-Step 2	\$3,529
Annual Hours	975	1040	\$1,160
			<b>-\$13,797</b>

### NATURAL RESOURCES COMMITTEE

#### REGISTER OF DEEDS/LAND INFORMATION

NEW POSITION	Intern-Misc Paygrade-1040 Hours	GIS Technician-Paygrade MGT105-2080 Hours	\$38,501
			<b>\$38,501</b>

### PUBLIC SAFETY COMMITTEE

#### CLERK OF COURTS

Title & Paygrade	Deputy Clerk IV-Paygrade NM08 - <b>DENIED</b>	Deputy Clerk V-Paygrade 106	\$886
Title & Paygrade	Deputy Clerk IV-Paygrade NM08 - <b>DENIED</b>	Deputy Clerk III-Paygrade NM07	-\$6,635
Title & Paygrade	Deputy Clerk IV-Paygrade NM08	Deputy Clerk V-Paygrade 106	\$886
Title & Paygrade	Deputy Clerk IV-Paygrade NM08 - <b>DENIED</b>	Deputy Clerk V-Paygrade 106	\$834
Paygrade *	MGT106	MGT107	\$3,472
Title	Deputy Clerk of Courts	Chief Deputy Clerk of Circuit Court	\$0
Title, Paygrade & Hours	Deputy Clerk I-Paygrade NM05-1040 Hours	Deputy Clerk III-Paygrade NM07-1300 hours (WRS)	\$9,583
			<b>\$6,420</b>

#### CORONER

Annual Hours & Step	Step 1-Annual Hours 100	Step 4-Annual Hours 1040	\$13,917
			<b>\$13,917</b>

#### DISTRICT ATTORNEY

Annual Hours	1950 Hours	2080 Hours	\$4,447
Paygrade	NM06	NM07	\$2,863
Annual Hours	1950 Hours	2080 Hours	\$3,422
Annual Hours	1950 Hours	2080 Hours	\$3,421
NEW POSITION	Asst DA MGT 112-County Employee-Full Benefits - <b>DENIED</b>		\$95,802
			<b>\$14,153</b>

#### SHERIFF'S OFFICE

NEW POSITION (2)	Dispatchers-Paygrade NM08-2080 Hours <b>DELAY START TO 7/1/16</b>	\$66,255
NEW POSITION	Investigator-Paygrade LAW01-2080 Hours <b>DELAY START TO 7/1/16</b>	\$37,649
NEW POSITION	Office Assistant Media-Paygrade NM05-1040 Hours	\$17,434
		<b>\$121,338</b>

## 2016 PERSONNEL CHANGE REQUESTS

Assumed Effective Date: January 1, 2016 for all unless noted

Change	Current	Requested Change	Levy Impact
<b>PUBLIC WORKS COMMITTEE</b>			
<b>FACILITIES-ADMINISTRATION</b>			
Title & Paygrade	Janitor-Paygrade 2	Custodial Maintenance Assistance-Paygrade 6	\$2,998
			<b>\$2,998</b>
<b>HIGHWAY</b>			
Retirement	Public Works Director Retirement	Budget Position for 1/2 year	-\$84,380
			<b>-\$84,380</b>
<b>TRANSIT SERVICES</b>			
Title & Paygrade *	Transit Superintendent-Paygrade MGT109	Transit Manager-Paygrade 112 - <b>NOT BUDGETED</b>	\$1,216
			<b>\$1,216</b>
<b>2016 TOTAL LEVY IMPACT - COUNTY WIDE</b>			<b>-\$254,332</b>

\* Position received last upgrade on 7/1/2014

No revenues associated with any positions except for Transit (\$1487)

*Approval of all personnel change requests are subject to review.*

## PERSONNEL ANALYSIS

### Personnel Costs as Percentage of Net Operating Budget - All Funds Proposed Budget plus History Data

	2011 Adopted	2012 Adopted	2013 Adopted	2014 Adopted	2015 Adopted	2016 Proposed
Personnel Costs	42,420,046	41,370,175	39,641,105	39,770,729	40,729,349	40,120,964
Net Operating Expenditures*	72,961,702	74,826,924	70,066,427	73,112,225	72,451,509	71,997,266
Salaries	30,017,821	30,059,172	28,951,014	29,108,581	29,849,850	29,549,845
Fringe Benefits	12,402,225	11,311,003	10,690,092	10,662,148	10,879,499	10,571,119
<b>Total Personnel Costs</b>	<b>42,420,046</b>	<b>41,370,175</b>	<b>39,641,105</b>	<b>39,770,729</b>	<b>40,729,349</b>	<b>40,120,964</b>
<b>FRINGE BENEFITS</b>						
Social Security & Medicare	2,186,549	2,178,681	2,130,104	2,129,276	2,161,285	2,170,838
Retirement	3,427,553	2,217,806	2,027,801	2,140,585	1,949,749	1,922,331
Health Insurance	6,597,354	6,663,874	6,245,837	6,068,431	6,480,653	6,263,904
Life Insurance	50,950	47,704	45,453	45,755	46,707	47,068
Disability Insurance	109,051	100,938	95,963	97,065	98,918	99,894
Workers Compensation	30,369	27,000	69,633	66,366	9,448	6,204
Unemployment Compensation		75,000	75,000	114,270	132,139	60,480
Other Miscellaneous Fringe	400		300	400	600	400
<b>Total Fringe Benefits</b>	<b>12,402,225</b>	<b>11,311,003</b>	<b>10,690,092</b>	<b>10,662,148</b>	<b>10,879,499</b>	<b>10,571,119</b>

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# SUPPLEMENTAL INFORMATION



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## GLOSSARY

### -A-

#### **ACTIVITY**

An agency, department, or program effort that contributes to the attainment of a specific set of performance objectives.

#### **ACTUAL**

Actual (as opposed to budgeted) revenues and expenses for the fiscal year indicated.

#### **AD HOC COMMITTEE**

Committee created for a specific task.

#### **ADOPTED BUDGET**

The financial plan for the fiscal year beginning January as Adopted by the County Board of Supervisors and amended and adopted by resolution. The budget, once adopted, is legal authorization to expend County funds during the fiscal year identified.

#### **ALLOCATION**

An amount set aside by an agency in an appropriation or fund account for the use of another agency in carrying out the purpose of an appropriation.

#### **AMENDED BUDGET**

The adopted budget after it has been changed through fund transfers, carryovers, or increases to revenue enacted throughout the fiscal year.

#### **APPROPRIATION**

A legal authorization that permits officials to incur obligations against and to make expenses for defined purposes.

#### **APPROPRIATION BALANCE**

Appropriation remaining after the subtraction of expenses, encumbrances and other commitments.

#### **ASSESSED VALUATION**

A valuation set upon real estate and certain personal property by the municipal assessor as a basis for levying property taxes.

#### **ASSETS**

Property and resources that have monetary value owed or held by government.

#### **ATTRITION**

A method of achieving a reduction in personnel by not filling the positions that have become vacant due to resignation, reassignment, transfer, retirement or means other than layoffs.

#### **AUDIT**

A comprehensive examination of the manner in which the County's resources are utilized. The financial audit is a review of the accounting system and financial information to determine how government funds were spent and whether expenditures in compliance with the County Board's appropriation.

#### **AUTHORIZED POSITIONS**

Employee positions authorized to be filled during the year.

### -B-

#### **BALANCE (FUND BALANCE)**

Excess of a fund's balance and revenue over or under expenses and reserve.

#### **BALANCE AVAILABLE**

The portion of a fund balance which is available for appropriation. It is the excess of assets of a fund over its liabilities and reserves; or commonly called amount available for appropriation.

#### **BALANCE SHEET**

A statement disclosing the financial condition of an entity by assets, liabilities, reserves, and equities of a fund or account group at a specific date to exhibit financial position.

#### **BCA (BASIC COUNTY ALLOCATION)**

The major state-funding source for County Human Services Department programs. These funds can be broadly used to pay for social services and services for developmentally disabled persons.

#### **BOND OR PROMISSORY NOTE**

A written promise to pay (debt) a specific sum of money (principal or face value) at a specific future date (maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate).

#### **BOND RATING**

A level of risk assigned to general obligation promissory notes assessed by a rating agency. The higher the rating the lower the risk.

#### **BONDED DEBT**

The portion of indebtedness represented by outstanding bonds, including general obligation promissory notes, backed by the full faith and credit of the County and its taxing authority.

**BUDGET**

An estimate of Adopted revenues and expenses for a specific time period.

**BUDGETARY BASIS**

This refers to the basis of accounting used to estimate the financing resources and uses in the budget. Generally tends to the accrual, modified or cash basis.

**BUDGET CALENDAR**

Schedule of key dates or milestones that the County will follow to prepare and adopt the adopted budget.

**BUDGETARY CONTROL**

The control or management of a governmental unit in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorization. Ozaukee County controls at the appropriation unit level utilizing encumbrance accounting.

-C-

**CAPITAL BUDGET**

The first year of the capital program that included capital improvement project appropriations and revenue required to support the project.

**CAPITAL IMPROVEMENT PLAN (CIP)**

The five-year Adopted plan that includes the initial budget year and subsequent four years. The Plan is updated annually to include expanded or new capital projects. It specifies Adopted projects and an estimation of resources available to fund project expenses.

**CAPITAL PROJECT**

A major physical improvement such as construction, acquisition, technology enhancement, and/or infrastructure improvements that adds value to the physical asset of a government or significantly increases the used life of an asset.

**CASH BASIS**

A basis of accounting in which transactions are recognized only when cash is received or paid

**COLLECTIVE BARGAINING AGREEMENT**

A legal contract between an employer and an authorized representative of a recognized bargaining unit for specific terms and conditions of employment.

**CONSUMER PRICE INDEX**

A statistical measure of change, over time, in the prices of goods and services in major expense grounds such as food, housing, apparel, transportation, and health and recreation typically purchased by urban consumers. Measures the purchasing power of consumers' dollars by comparing what a sample "market basket" of goods and services costs today with what the same sample market basket cost at an earlier date.

**CONTRACTUAL SERVICES**

Services rendered to a government by private firms, individuals or other government agencies.

**COST-OF-LIVING ADJUSTMENT (COLA)**

Increase in salaries to offset the adverse effect of inflation on compensation.

**CHAPTER 51**

To assure the provision of a full range of treatment and rehabilitation services in the state for all mental disorders and developmental disabilities and for mental illness, alcoholism and drug abuse.

**COMMISSIONS AND BOARDS**

Members consist of both County Board Supervisors and citizens. Responsibilities include making policy recommendations to the governing committee on decisions that affect county government services and operations.

**COMMUNITY BASED RESIDENTIAL FACILITY (CBRF)**

A place in which 3 or more unrelated adults live and where they receive care, treatment, or services, but not nursing care on any permanent basis, in addition to board and room; regulated under CH. HSS 3 rules.

**COMMUNITY OPTIONS PROGRAM WAIVER (COP-Waiver, COP-W)**

Provides Medical Assistance funding for home and community-based care for elderly and physically disabled citizens who have long-term care needs and who would otherwise be eligible for Medical Assistance reimbursement in a nursing home. County participation was mandated effective January 1, 1990.

**COMMUNITY INTEGRATION PROGRAM 1A (CIP 1 A)**

A Medical Assistance funded program to provide community services to persons who are relocated from the State Centers for the Developmentally Disabled. County participation was mandated effective January 1, 1996.

**COMMUNITY INTEGRATION PROGRAM II (CIP II)**

A Medical Assistance funded program to provide community services to elderly and physically disabled persons *after a nursing bed is closed*. County participation was mandated effective January 1, 1990.

**CONTINGENCY**

Appropriation of funds to cover unforeseen events that occur during a fiscal crisis to address Federal mandates, revenue shortfalls and other similar events.

**-D-**

**DEBT**

Liability or obligation in the form of bonds, loan notes or mortgages owed to another person(s) or government and required to be paid by a specific date.

**DEBT LIMIT**

The maximum amount of debt that a government is allowed to incur.

**DEBT SERVICE**

Payment of principal and interest on borrowed money (i.e. bond issuance) according to a predetermined payment schedule.

**DEBT SERVICE FUND**

A fund established to account for the accumulation of resources for the payment of principle and interest on long-term debt..

**DEFICIT**

The excess of any entity's liability over its assets or the excel expenses over revenues during a single accounting period.

**DEPARTMENT**

A major County office that provides a unique program or service within it. A department may be divided into divisions.

**DEPRECIATION**

Expiration in the service life of capital assets, attributable to wear and tear, deterioration, action of the physical elements.

**DESIGNATED FOR SUBSEQUENT YEAR**

A portion of this year's unreserved fund balance to provide for the excess of expenditures and other financing uses over revenues and other financing sources budgeted in the next year.

**DISCRETIONARY SERVICES**

Non-Mandated services, the County is not obligated by law to provide the service.

**-E-**

**EFFECTIVENESS**

An assessment of the degree in which predefined goals and objectives are met within a specific timeframe.

**EFFICIENCY**

The extent to which input (salaries, overhead, etc) is minimized for a given level of output (programs/services), or outputs are maximized for the given level of inputs.

**ENCUMBRANCE**

Commitments related to unperformed (executory) contracts for goods and services. For financial reporting purposes, encumbrance accounting is restricted to governmental funds. They cease to be encumbrances when paid of when an actual liability is recognized.

**ENTERPRISE FUND**

Fund established to finance and account for the total costs of selected government facilities and services that is predominately self-supporting by user charges.

**ESRI**

A software development and services company providing Geographical Information System (GIS) software and geodatabase management applications.

**EQUALIZED PROPERTY VALUE**

The statutory full market value of all taxable property within each jurisdiction (except agricultural land is valued based on income). The State Department of Revenue analyzes market sales statewide to estimate the full market (equalized) value for each jurisdiction. Provides a means of comparing different jurisdictions even if they are assessed at different percentages of market value. Equalized values are used to apportion the levies of overlying districts and in distribution formulas for certain types of state aid to local governments. These state values are needed because municipalities assess property at varying percentages of market value.

**EQUITY**

The excess of assets over liabilities generally referred to as fund balance.

**EXPENSE**

Cost of goods or services.

**-F-**

**FEES**

A charge imposed on the beneficiary or recipient of a service provided by the County. Its purpose is to help recover some or all of the costs incurred by the County in providing the service.

**FINANCIAL STATEMENT**

Presentation of financial data which shows the financial position and the results of financial operations of a fund, a group of funds, or an entire entity for a particular accounting period.

**FISCAL YEAR**

A twelve-month period to which the annual operating budget applies and at the end of which a governmental unit determines its financial position and results of operations. Ozaukee County uses a calendar year as its fiscal year.

**FIXED ASSETS**

Assets of long-term nature intended to continue to be held or used. Examples include buildings, land, machinery, furniture and other equipment.

**FRINGE BENEFITS**

Contributions made by a government to meet obligations for employee benefits such as health insurance, pension plans, FICA, etc.

**FULL TIME EQUIVELANT (FTE) POSITION**

A full-time position or a part-time position converted to the equivalent of a full-time position based on 2,080 hours per year.

**FUND**

An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or resources together with all related liabilities, obligations, reserves and equities that are segregated to carry out a specific activity or purpose.

**FUND BALANCE**

The excess of the assets of a fund over its liability, reserves and carryover.

**FUND TYPE**

In governmental accounting, there are three broad types of funds with specific funds within each. They are:

1. Governmental
  - o General
  - o Special Revenue
  - o Debt Service
  - o Capital Projects
2. Proprietary
  - o Enterprise
  - o Internal Service
3. Fiduciary
  - o Expendable Trust
  - o Non-Expendable Trust
  - o Agency

-G-

**GENERALLY ACCEPTED ACCOUNTING PRINCIPALS (GAAP)**

A widely accepted set of rules, standards, conventions and procedures for reporting financial information as established by the Financial Accounting Standards Board.

**GENERAL FUND**

The primary fund used by the County for which revenues and expenses are not legally restricted for use.

**GENERAL OBLIGATION BONDS**

Type of Municipal Bond where principal and interest are secured by the full faith and credit of the issuer and usually supported by either the issuer's unlimited or limited taxing power.

**GOAL**

A broad operational statement of what a program expects to achieve sometime in the future, thus providing a general description of the desired end state.

**GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB)**

The ultimate authoritative accounting and financial reporting standard-setting body for state and local governments. The GASB was established in June 1984.

**GRANT**

A contribution by a government or other organization to support a particular function and/or purpose. Grants may come from other governments (Federal, State) or from private donors.

-I-

**INDIRECT COSTS**

A cost necessary for the functioning of the government as a whole but which cannot be directly assigned to one service or program area.

**INFRASTRUCTURE**

Government facilities on which the continuance and growth of a community depend such as roads, bridges and similar assets that are immovable.

**INTERNAL SERVICE FUND**

A fund established for the purpose of providing services between County departments on a cost reimbursement basis. The fund's expenses are repaid from the fees or fund transfers, thus keeping the original fund capital intact..

-L-

**LEVY**

A fixed rate for services that is imposed by a government to support its operations.

**LIABILITY**

Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date.

**LINE ITEM BUDGET**

A budget that lists each expenses category separately along with the dollar amount budgeted for each specified category.

**-M-**

**MANDATED SERVICES**

Services the county must render to its citizens required by law enacted by the state legislature.

**MISSION STATEMENT**

A broad, high-level statement of purpose for an department/division. A mission statement defines the department's fundamental purpose, where there is a close relationship between the description of services provided by the divisions, and the planned outcomes.

**-N-**

**NET YIELD**

Net return on an investment after deducting all expenses.

**NON-LAPSING FUND**

A fund whose unencumbered appropriation balance remains available for expense after the end of the year. A non-lapsing funds remains open and available for use until all the authorized appropriation is expended, transferred, or closed by budgetary action.

**-O-**

**OBJECT CODE**

A code that defines a specific expense or revenue item.

**OBJECTIVE**

A defined method to accomplish an established goal. A true objective is identified in specific, well-defined and measurable terms that can be achieved within a specific time frame.

**OPERATING BUDGET**

The annual spending plan for the daily, recurring operating costs of the government.

**OPERATING TRANSFERS**

All legally authorized appropriation transfers between funds (interfund) and within funds (intrafund) other than residual equity transfers (Fund Balance) to the appropriate expenditure item.

**ORDINANCE**

A legally enforceable statute passed by the County Board entered into the County Code of Ordinances.

**OTHER FINANCING SOURCES**

Funds received form long-term debt, operating transfers in, and material proceeds of fixed asset disposals. These amounts are reported separately from operating revenues.

**OTHER FINANCING USES**

Funds used for operating transfers out. These amounts are reported separately from expenditures.

**-P-**

**PERFORMANCE BASED BUDGETING**

The allocation of financial resources to programs and services based on their worth, overall performance, and contribution to the County's overall mission, goals, and objectives.

**PERFORMANCE MANAGEMENT**

The use of performance management information to help set performance goals; allocate and prioritize resources; inform managers to either confirm or change current policy or program directions to achieve those goals; and report on the success of achieving those goals.

**PERFORMANCE MEASUREMENT**

A process of assessing progress toward achieving predetermined goals, including information on the efficiency with which resources are transformed into goods and services (outputs); the quality of those outputs, i.e., how well they are delivered to customers and the extent to which customers are satisfied (service quality); and the qualitative results of the program activity compared to its intended purpose (outcome).

**PROPERTY TAX**

Taxes levied on both real and personal property according to the property's assessed valuation and the tax rate.

**PURCHASED SERVICES**

Agencies, organizations, or vendors that supply services directly to the County or on behalf of county citizens (e.g. Community Based Residential Facilities, foster care).

**-R-**

**REDACT**

To select or adapt (as by obscuring or removing sensitive information) for publication or release. i.e. Removing social security numbers from documents before making the documents available on the internet.

**REFERENDUM**

A submission of an issue of public importance to the direct vote of the electorate – submitting a question to the voters as a whole.

**RESERVE**

A portion of fund equity legally restricted for a specific purpose or not available for appropriation and subsequent spending.

**RESIDENTIAL CARE APARTMENT COMPLEX (RCAC)**

Independent apartment units in which the following services are provided: room and board, up to 28 hours per week of supportive care, persona care and nursing services.

**RESOLUTION**

A formal recommendation or statement of opinion passed by the County Board usually dealing with the internal administration of the County and one-time issues.

**RETAINED EARNINGS**

An equity account reflecting the accumulated earning of a proprietary (enterprise) fund.

**REVENUE**

The taxes, fees, charges, special assessments, grants and other funds collected and received by the County to support its services and/or capital improvement projects.

**REVOLVING FUND**

A special type of fund established to promote improved financial reporting and administrative convenience.

**-S-**

**SPECIAL REVENUE FUND**

Fund used to account for revenues received that have specific purposes for which they can be used.

**STATUTE**

A written law enacted by a duly organized and constituted legislative body.

**STRATEGIC PLAN**

A formal long-range plan that defines and identifies organizational goals that will allow the organization to achieve its mission.

**SURPLUS**

The amount by which the government's total revenues exceeds its total outlays in a given period, usually a fiscal year.

**-T-**

**TAX**

Compulsory charge levied to finance services performed by the government for the benefit of the community.

**TAX LEVY**

The resultant product when the tax levy base multiplies the tax rate per \$100.

**TAX RATE**

The amount of tax levied for each \$100 of assessed valuations. The tax rate is applied to the assessed valuation to derive the tax levy.

**TRANSFER IN/OUT**

Amount transferred from one fund to another to assist in financing the services for the recipient fund.

**-U-**

**UNENCUMBERED BALANCE**

The amount of the appropriation that is neither expended nor encumbered. The amount of money that is still available for future use.

**UNRESERVED FUND BALANCE**

The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

**UPGRADE**

A positive change in ratings.

**USEFUL LIFE**

The length of time that a depreciable asset is expected to be useful

**USER CHARGES/FEEES**

A fee paid by an individual for direct receipt of a public service.

**-V-**

**VALUATION**

The process of determining the value of an asset.

**VARIANCE**

Compares the budget with the actual. The effort in government is to stay within budget and to avoid unfavorable variances, that is, where the actual collection or expense is out of line with the budget.

**-W-**

**WORKLOAD**

A performance measurement category that compares output to demand (people served, transaction processed, complaints addressed).

**-Y-**

**YEAR-END**

The term is used in reference to the end of the fiscal year, for Ozaukee County, December 31<sup>st</sup>.

**YEAR-TO-DATE**

For the period that starts the beginning of the fiscal year (January 1<sup>st</sup> for Ozaukee County) to the current date.

## ACRONYMS BY DEPARTMENT

### AGING, DISABILITY RESOURCE CENTER (ADRC)

HDM	Home Delivered Meals
IRIS	Include, Respect, I Self-direct
LTC	Long Term Care
MOU	Memorandum of Understanding
MMA	Medicare Modernization Act

### CORPORATION COUNSEL

DHS	Department of Human Services
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### COUNTY CLERK

WCA	Wisconsin County Association
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### COUNTY TREASURER

DNR	Department of Natural Resources
LRS	Land Records System
MFL	Managed Forest Land
SEWRPC	Southeastern Wisconsin Regional Planning Commission

### DEPARTMENT OF ADMINISTRATION

CAFR	Comprehensive Annual Financial Report
GAAP	Generally Accepted Accounting Principles
GFOA	Governmental Finance Officers Association

### HIGHWAY

CTH	County Trunk Highway
NOAA	National Oceanic & Atmospheric Administration
RCAC	Residential Care Apartment Complex
WisDOT	Wisconsin Department of Transportation

### HUMAN SERVICES

Arbor E&T	Arbor Education & Training
APS	Adult Protective Services
BCA	Basic County Allocation
CBRF	Community Based Residential Facility
CLTS-W	Children's Long Term Support Waiver
CMO	Care Management Organization
CMU	Care Management Unit
CPS	Child Protective Services
CSP	Community Support Program
DCF	Department of Children & Families
FC	Foster Care ~or~ Family Care
FTE	Full Time Equivalent
HUD	Housing & Urban Development
ICF-MR	Intermediate Care Facility – Mentally Retarded
IGSP	Intergovernmental Solutions Programs
IMD	Institute for Mental Disease
MCO	Managed Care Organization
NAMI	National Alliance on Mental Illness
TXFC	Treatment Foster Care
WHEDA	Wisconsin Housing & Economic Development Authority

**INFORMATION TECHNOLOGY**

CAD	Computer-Aided Design
LAN	Local Area Network
SAN	Storage Area Network
WAN	Wide Area Network
WRS	Wisconsin Retirement System

**LAND & WATER MANAGEMENT**

ATCP	Agriculture, Trade & Consumer Protection
POWTS	Private Onsite Wastewater Treatment System
USDA	United States Department of Agriculture
CREP	Conservation Reserve Enhancement Program
EQIP	Environmental Quality Incentive Program
FEMA	Federal Emergency Management Agency
FIRM	Flood Insurance Rate Maps
GIS	Geographic Information System
GLRI	Great Lakes Restoration Initiative
NOAA	National Oceanic & Atmospheric Administration
SEWRPC	Southeastern Wisconsin Regional Planning Commission
SLAMM	Source Loading and Management Model
WDNR/DNR/NR	Wisconsin Department of Natural Resources

**LASATA CARE CENTER**

SP	Supplemental Payment
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**MAINTENANCE****List of Acronyms**

HVAC	Heating, Ventilating, Air Conditioning
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**PLANNING & PARKS**

ARRA	American Recovery & Reinvestment Act
CIP	Capital Improvement Plan
DATCP	Department of Agriculture, Trade & Consumer Protection
GLRI	Great Lakes Restoration Initiative
MOU	Memorandum of Understanding
NOAA	National Oceanic & Atmospheric Administration
OCHS	Ozaukee County Historical Society
SEWRPC	Southeastern Wisconsin Regional Planning Commission
USEPA	U.S. Environmental Protection Agency
UWE	University of Wisconsin – Extension
WDNR	Wisconsin Department of Natural Resources
WisDOT	Wisconsin Department of Transportation

**PUBLIC HEALTH**

MCH	Maternal & Child Health
WIC	Women, Infants, Children
WWWP	Wisconsin Well Woman Program

**REGISTER OF DEEDS**

CSM	Certified Survey Map
ESRI	A software development and services company providing Geographical Information System (GIS) software and geodatabase management applications
GIS	Geographic Information System
QA/QC	Quality Assurance / Quality Control

**SHERIFF'S OFFICE**

EPCRA	Emergency Planning & Community Right-to-know Act
FTE	Full Time Equivalent
HazMat	Hazardous Materials
RMS	Records Management System
SRT	Special Response Team
WIJIS	Wisconsin Information Justice Sharing

**TRANSIT SERVICES**

ADA	Americans with Disabilities Act of 1990
ARRA	American Recovery & Reinvestment Act
FTA	Federal Transit Authority
NEPA	National Environmental Policy Act

**UNIVERSITY OF WISCONSIN – EXTENSION (UW-E)**

ADRC	Aging Disability Resource Center
CEU	Continuing Education Units
CJCC	Criminal Justice Collaborating Council
CPB	Comprehensive Planning Board
HCE	Home & Community Educators
LPB	Land Preservation Board
OCTC	Ozaukee County Tourism Council
OED	Ozaukee Economic Development
OIT	Ozaukee Interurban Trail
OITAC	Ozaukee Interurban Trail Advisory Council
SBDC	Small Business Development Center
SWOT	Strength, Weakness, Opportunities, Threats

## EXPENSE ACCOUNT DESCRIPTIONS

**SALARIES & WAGES** -Compensation paid to an employee in return for work performed. Salaries and wages are paid on a bi-weekly schedule.

**FRINGE BENEFITS** - Non -wage benefits provided to employees in addition to salaries and wages. Fringe benefits include health insurance, retirement plans, flexible spending accounts, long & short term disability, and life insurance.

**TRAVEL & TRAINING** - Costs for the attainment of skills through education and the travel to obtain those skills.

**SUPPLIES** - Procurement of items needed to perform a specific job function or duty.

**PURCHASED SERVICES**- Activities required for daily operations that are performed by outside vendors.

**INTERDEPARTMENTAL CHARGES** -Expense charged by one department to another for work done by that department.

**DEPRECIATION** - A decrease in the value of an asset and the apportionment of the cost of an asset to a fiscal period in which it was used.

**DEBT** - Amount owed from one party to another party for credit. Debt consists of principal and interest and has detailed timing of payments.

**GRANTS** -Activities related to a specific project or program with an offsetting revenue source awarded for the project or program.

**OTHER EXPENSES** - Any expense that does not fall in the previous categories. Examples include membership dues, postage, telephone, etc.

**CAPITAL OUTLAY** - Procurement of an item over \$25,000 with a depreciable life of 5 years or more.

**OTHER FINANCING USES** - Transactions used to account for non-operating expenditures and disbursements.

## REVENUE ACCOUNT DESCRIPTIONS

**TAXES-DELINQUENCIES & -PENALTIES** - Penalties and interest received on delinquent taxes, refunded/rescinded taxes, and lottery and gaming credits.

**TAXES- COUNTY SALES TAX** - The sales tax rate of .5% is applied to purchases made in Ozaukee County. The State of Wisconsin collects local sales tax for the County.

**INTERGOVERNMENTAL REVENUES** - Grants and aid received from both federal and state agencies. Grants are used to fund multiple programs in almost every county department.

**PUBLIC CHARGES FOR SERVICE** - Monies received from the public for services extended to them. Includes, but not limited to, statute mandated county and state fees, photocopy, document filing, search and safekeeping of records, bail forfeitures, park admission, shared ride taxi, treatment at county nursing facility, and Huber inmate room and board charges.

**INTERGOVERNMENTAL CHARGES** - Revenue received from other governments and municipalities for services provided by Ozaukee County. Road maintenance, adult inmate boarding, elections expenses, Sheriff's Department support, and some IT services are provided.

**INTERDEPARTMENTAL CHARGES** - Income charged to one county department for services done by another county department. Examples include: Highway Department paving trails for the Parks Department; IT Department servicing hardware and software for all departments; County Clerk photocopying and printing for other departments.

**FINES & PENALTIES** - Revenue earned from county ordinance violations and the county share of state fines and forfeitures.

**LICENSES & PERMITS** - Public charge for obtaining marriage and domestic partnerships licenses as well as fees for sanitary, zoning, access and utility permits.

**INTEREST INCOME** - Interest earned on county funds put aside in short term investments until needed. Interest received on revolving loan funds borrowed to local companies to help support economic development within the county. Includes interest earned on miscellaneous county bank accounts.

**OTHER REVENUES** - All other revenues receipted that do not have a specific category. Examples include: rental of county property, telephone commissions, miscellaneous fundraising and donations, passports, and discounts taken on purchases.

**OTHER FINANCING SOURCES** - Transfers from general fund, enterprise funds, special revenue fund, and bond issuance.



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**OZAUKEE COUNTY**  
*Wisconsin*