

RICHLAND COUNTY

Finance & Personnel Committee

March 24, 2021

NOTICE OF MEETING

Please be advised that the Richland County Finance and Personnel will convene at 1:00 p.m., Thursday, March 25th, 2021, via videoconference and teleconference using the following information:

WebEx Videoconference:

<https://richlandcounty.my.webex.com/richlandcounty.my/j.php?MTID=mb1eadc0dacbfc33410767fb2a2edb92f>

Meeting number: 182 725 2366, Password: richland

WebEx Teleconference: WebEx teleconference phone number: 408-418-9388, Access code: 182 725 2366 ##

If you have any trouble accessing the meeting, please contact MIS Director Barbara Scott at 608-649-5922 (phone) or barbara.scott@co.richland.wi.us (email), or Finance & Personnel Committee Chair Shaun Murphy-Lopez at 608-462-3715 (phone/text) or shaun.murphy@co.richland.wi.us (email).

Agenda:

1. Call to order
2. Proof of notification
3. Agenda approval
4. Previous meeting minutes*
5. Tax deed ordinance and process*
6. County Clerk deputy position*
7. Salaried vs. hourly employees*
8. 2021 adopted budget document*
9. 2022 budget development process and timeline*
10. Capital projects planning process*
11. COVID impact on 2020 budget*
12. Payroll signature authority*
13. Complaint regarding access to court resources
14. Future agenda items
15. Adjournment

*Meeting materials for items marked with an asterisk may be found at <https://www.co.richland.wi.us/financePersonnelMinutes.shtml>.

CC: Committee Members, County Board, Department Heads, Richland Observer, WRCO, Valley Sentinel, Courthouse Bulletin Board

FINANCE AND PERSONNEL COMMITTEE

March 2, 2021

The Finance and Personnel Committee met on Tuesday, March 2, 2021, at 1:00 p.m., virtually.

Committee members present included County Board Supervisors Marty Brewer (departed at 2:45pm), Marc Couey (departed at 2:31pm), Linda Gentes, Melissa Luck, Shaun Murphy-Lopez, Don Seep, and David Turk.

Committee Chair Murphy-Lopez called the meeting to order.

The Administrator verified that the meeting had been properly noticed. Copies of the agenda were sent by email to all Committee members, WRCO and County department heads, a copy was posted on the Courthouse Bulletin Board and a copy was emailed to The Richland Observer and the Valley Sentinel.

Motion by Luck, second by Turk for approval of the Agenda. Motion carried.

Motion by Brewer, second by Seep for approval of the minutes for the February 02, 2021 meeting of the Finance and Personnel Committee.

5. Property Sale - TAX DEED PARCEL # 146-0009-0410 – Motion by Luck, seconded by Brewer to approve the sale of Tax Deed Parcel # 146-0009-0410 for \$100 to Lonnie Osthoff. All Ayes. Motion Carried

6. Property Sale pursuant Wisconsin Statutes, section 75.69 (2) to Richland Center - Tax Deed parcel # 276-1684-8200 – Motion by Seep, seconded by Turk to recommend resolution to the Richland County Board to sell the Tax Deed parcel number 276-1684-8200 – Richland Center at the value of \$1.00 to the City of Richland Center in accordance with Wisconsin Statutes, section 75.69 (2) for the purposes of future economic development. All Ayes. Motion Carried

7. Report - Property Tax Comparison and Richland County Debt – motion by Luck, seconded by Seep to receive and file the attached information on property tax comparisons and Richland County debt. All Ayes. Motion Carried

8. Clerk of Court - Notification of Hiring Bailiffs and Establishing Positions – Motion by Turk, seconded by Gentes to recommend resolution by the county Board to establish 8 casual/call-in Jury Bailiff positions under the Clerk of Court's authority and to allow the Clerk of Court to recruit and fill these positions in preparation for the return of in person jury trials. All Ayes. Motion Carried

9. MIS - Barracuda Web Filter Renewal – Motion by Brewer, Couey to approve purchase of Barracuda Web Filter 410 Energizer Updates, Advanced Threat Protection and Instant Replacement for one year at a total cost of \$3937.68. All Ayes. Motion Carried

10. Public Health - Extending deadline for Vacation Extension for Rosetta Kohout, Public Health Manager-Local Health Officer – Motion by Seep, seconded by Couey to approve a request to extend the use of 63.69 hours of accrued vacation time for Rosetta Kohout, Public Health Manager-Local Health Officer until August 30, 2021, and forward the recommendation onto the Finance & Personnel Committee and County Board for approval. All Ayes. Motion Carried

11. Pine Valley - Reclassification Fiscal Clerk (A) to Payroll and Accounts Payable Clerk-

12. Pine Valley - Reclassification Fiscal Clerk (B) to Billing Specialist–

Motion by Murphey-Lopez, seconded by Couey to postponed items 11 and 12 to next meeting. Roll Call: Ayes: Marty Brewer, Marc Couey, Linda Gentes, Melissa Luck, Shaun Murphy-Lopez, and David Turk. Opposed: Don Seep. Motion Carried

13. Administrator - Strategic Goals Update and Review– Motion by Brewer, seconded Couey to accept and file. All Ayes, Motion Carried

14. Administrator Transition Plan Tracking– Motion by Motion by Luck, seconded Turk to accept and file. All Ayes, Motion Carried

15. Closed Session Pursuant Wisconsin State Statute 19.85: – Motion by Luck, seconded by Brewer to enter closed session pursuant of statutes; Roll Call: Ayes: Marty Brewer, Marc Couey, Linda Gentes, Melissa Luck, Shaun Murphy-Lopez, and David Turk. Don Seep. Opposed: none. Motion Carried.

Others in Closed Session Attendance: Supervisor Kerry Severson, Supervisor Lee Van Landuyt, Supervisor Ingrid Glasbrenner, Chief Deputy Clayton Porter, and Administrator Clinton Langreck.

(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session — Formulate collective bargaining strategy regarding negotiations with Sheriff's Deputies' Union

Chief Deputy Porter was excused following bargaining strategy regarding negotiations.

(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. — Considering Performance Evaluation Data of the Corporation Counsel and County Administrator.

Administrator Langreck was excused and invited back into closed session regarding performance evaluation.

16. Return to open session. – Motion by Luck, seconded by Gentes to return to open session. All Ayes. Motion Carried

17. Possible action on items discussed in closed session. – No necessary actions taken.

18. Future Agenda Items: Iowa County Finance Director, Evaluation of Salaried vs. Hourly employment, 2021 Impacts Follow-up, Information on Broad Band (state grant opportunities), Financial Funds Education

19. Adjournment– Motion by Seep, seconded Turk, to adjourn to Friday March 19th @ 1pm via WebEx

Clinton Langreck

Richland County — Administrator

Newest

TAX DEED ACQUISITION PROCEDURE ORDINANCE
AS OF JANUARY 11, 2021

1. That the Property, Building and Grounds Committee shall appraise all tax deed property to be sold by the County;
2. Except as provided in section 3, the Finance and Personnel Committee shall sell all tax deed property in the manner described in the Wisconsin Statutes and as the Committee deems most appropriate; that any sale approved by the Committee does not require further approval by the County Board; that the Committee Authority Resolution is hereby amended by adding the following paragraph under the section entitled "FINANCE AND PERSONNEL COMMITTEE"

"K. Sell all tax deed property in the manner prescribed by the Wisconsin Statutes and as deemed appropriate by the Committee and without further approval by the County Board";

3. Preference shall be given to the former owner or owners of tax deed properties to regain ownership of the property after the County has taken ownership of it, upon payment by the former owner or owners to the County if:
 - (a) All delinquent taxes, special assessments, special charges and special taxes, and accrued interest, applicable to the property, plus;
 - (b) The County's reasonable estimate of the average cost of selling tax deed property, as set forth in section 4; plus;
 - (c) The fee to record the deed granted by the County.

Within 10 days after a tax deed to the County has been recorded, the County Treasurer shall send a notice to the former owner or owners that they have 30 days from the date of the notice in which to regain ownership of the property by making payment to the County Treasurer of the amounts set forth in subsections (a) and (b).

4. The County Board hereby estimates that a reasonable estimate of the average costs incurred by the County in selling tax deed property, including personnel costs of the County Treasurer, the Corporation Counsel and the County Clerk, is \$1,000.00.
5. That the Finance and Personnel Committee may recommend to the County Board that the County enter into any of the following contracts regarding tax deed property;
 - (a) A listing contract with a real estate broker or brokers to sell tax deed properties;
 - (b) A contract with an engineering or like firm to do an environmental assessment as to the likely environmental clean-up costs on any tax delinquent property which the County is considering taking title to as tax deed property;
6. That the County Clerk is hereby authorized to execute deeds on behalf of the County for the sale of tax deed property as approved by the Finance and Personnel Committee;
7. That, in accordance with section 75.69 (4), Wisconsin Statutes, the County Clerk shall mail a notice of the proposed sale of any tax deed property by the County to the clerk of the municipality in which the real estate is situated at least 3 weeks prior to the time set for the sale;
8. That Richland County hereby reserves the right not to acquire title to any tax delinquent property

which may expose the County to substantial environmental clean-up costs in excess of the likely fair market value of the property;

9. That all statutory notices for the sale of tax deed property shall contain the following provision:

"A non-refundable ~~\$10.00~~ \$30.00 fee will be added to the bid of the successful bidder for the County's cost of recording its deed to the successful bidder", and

the County Clerk shall collect this fee from the successful bidder before giving a deed to that bidder for any tax deed property and the Clerk shall then record the deed; that the amount for this surcharge shall be adjusted automatically to reflect changes in the statutory recording fee charged by the Register of Deeds;

10. The County Clerk shall publish a notice for 3 consecutive weeks in The Richland Observer regarding the sale of first effort to sell any tax deed property. Subsequent efforts to sell shall be advertised for only 1 week. ~~which The~~ notice shall contain the following provisions in addition to the requirement of section 9:

- (a) The municipal unit, tax parcel number or numbers and the legal description of the property to be sold and the address of the property.

- (b) The appraised value of the property established by the Property, Building and Grounds Committee;

- (c) A statement that the buyer shall be responsible for paying the property taxes on the property, if any, for the year of the sale to the buyer.

- (d) The following paragraph:

"For further information about this property, visit Richland County's website at <http://www.co.richland.wi.us/> and click on tax deed - sale notice or call 608-647-3658

The Property, Buildings and Grounds Committee shall determine what information about tax deed property shall be contained in the website material.

The notice may, at the discretion of the Finance and Personnel Committee, contain a requirement that the buyer enter into a contract with the County to clean up the property to the satisfaction of the Committee within a period of time established by the Committee and that the buyer escrow with the County Clerk an amount deemed appropriate by the Committee to clean up the property.

- (e) The following paragraph:

"For further information about this property, visit Richland County's website at <http://www.co.richland.wi.us/> and click on tax deed - sale notice or call 608-647-3334.

The Property, Buildings and Grounds Committee shall determine what information about tax deed property shall be contained in the website material.

- (f) The notice may, at the discretion of the Finance and Personnel Committee, contain a requirement that the buyer enter into a contract with the County to clean up the property to the satisfaction of the Committee within a period of time established by the Committee and that the buyer escrow with the County Clerk an amount deemed appropriate by the Committee to clean up the property.

Delinquent Tax Notification Process

Tax bills are mailed out the end of November and the beginning of December. Taxpayers have the option to pay first installment or full payment by January 31 to their municipality. If no payment is received by January 31 or payment made does not cover the first installment amount in full, the taxes are considered delinquent. This means the entire unpaid tax amount is delinquent, not just the first installment. Taxpayer has lost the option to go interest free until July 31.

After January 31 collections are done by the Municipalities, they export their collection data to us and we must import, balance every detail, and scurry to do tax settlements for 22 municipalities to be sure settlement payments are made to all entities by the State deadline. We then must scurry to process delinquent notices to those who didn't pay so they have a chance to pay with only 1% interest by the end of February. These notices also alert taxpayers who may have forgotten, whose escrow company didn't take care of their payment, and possibly payments that may still be in the mail. Also, many taxpayers use their income tax refund in February to pay taxes and will pay the 1% interest.

If no payments are received the following steps are taken:

1. We mail **delinquent notices every other month.**
2. On **September 1st** we print the Sale Book which lists all delinquent parcels for the current year. We then mail out notices of every delinquent parcel for the current year informing the property owner that the County Treasurer has taken tax certificate to the parcels and if the taxes are not paid within the 2 year redemption period the property is eligible to be taken by tax deed action.
3. **FOR THOSE WHO HAVE PREVIOUS YEARS DELINQUENCIES:**
DECEMBER 26 - We mail letters notifying taxpayers with delinquent taxes that are approaching the 2-year redemption that their name will be published in the newspaper in February if not paid by January 31. This is the first step to begin tax deed action.
4. **FEBRUARY** - We publish "Expiration of Time" notice in the newspaper publishing those names approaching 2-year redemption period (September 1) that did not pay by January 31 as above. This is required by State Statute.
5. **MARCH** -After publication, we send letters notifying delinquent taxpayers that if not able to pay entire amount they have the option to pay monthly installments per statute 74.49. We monitor those who choose to make monthly payments to be sure payments are being made.
6. **JUNE 1** - If no monthly payments or no response, we insert a yellow flyer stating "tax deed action may begin soon" in the June reminder notices.

7. **SEPTEMBER –OCTOBER 1** - We give Corporation Counsel a list of those who have not responded with monthly payments. Corp. Counsel's office prints a letter on their letterhead requesting payment of delinquent taxes "TO AVOID TAX DEED ACTION" and mails them out approximately October 1.
8. **DECEMBER & AFTER** – If no response to Corp. Counsel's letter we send another letter stating, "This is your Final Notice". Possibly other correspondence is mailed out before submitting to the Title Company to begin Tax Deed Action.

TAX DEED PROCESS

1. ORDER TITLE SEARCH FROM LOCAL TITLE COMPANY.
2. FORWARD TITLE SEARCH TO CORP COUNSEL FOR REVIEW
3. CORP COUNSEL RESEARCHES AND INFORMS TREASURER OF WHOM TO SEND NOTICE OF APPLICATION FOR ISSUE OF TAX DEED EITHER BY CERTIFIED MAIL OR PERSONAL SERVICE.
4. TREASURER ACCOMPLISHES SERVICE OF APPLICATION OF TAX DEED EITHER BY CERTIFIED MAIL OR SHERIFF'S SERVICE
5. UPON RECEIVING RETURNED RECEIPTS BACK FROM CERTIFIED MAILINGS OR SHERIFFS SERVICE, TREASURER COUNTS 90 DAYS FROM THE DAY THE LAST RECEIPT WAS RECEIVED AND GIVES ALL NECESSARY DOCUMENTS TO THE COUNTY CLERK, RETAINING PHOTOCOPIES OF EVERYTHING.
6. THE COUNTY CLERK PRESENTS IT TO THE PROPERTY COMMITTEE WHO RECOMMENDS A RESOLUTION TO THE COUNTY BOARD.
7. THE COUNTY BOARD ADOPTS RESOLUTION TO TAKE TAX DEED TO PROPERTY.
8. PROPERTY MAY BE REDEEMED BY PAYMENT OF ALL DELINQUENCIES AT ANY TIME BEFORE THE RECORDING OF TAX DEED TO COUNTY.
9. CORP COUNSEL PREPARES DEED AND COUNTY CLERK RECORDS IT.
10. WITHIN 10 DAYS AFTER THE DEED IS RECORDED, THE TREASURER SENDS NOTICE TO FORMER OWNER (OR IF DECEASED) TO FORMER OWNER'S SURVIVORS (THOSE WHO RECEIVED THE APPLICATION OF TAX DEED) NOT INCLUDING MORTGAGES, LIEN HOLDERS, ETC, BY REGULAR MAIL THAT THEY HAVE 30 DAYS FROM DATE OF NOTICE TO REGAIN OWNERSHIP OF PROPERTY BY MAKING PAYMENT TO THE COUNTY OF ALL DELINQUENT TAXES PLUS INTEREST, PLUS \$1000 FEE WHICH IS THE COUNTY'S ESTIMATE OF AVERAGE COSTS INCURRED BY COUNTY, PLUS \$30 FOR RECORDING FEE.
11. IF PREVIOUS OWNER DOES NOT REGAIN OWNERSHIP, DELINQUENT TAXES ARE WRITTEN OFF AFTER THE 30 DAYS HAS PASSED.
12. IF PREVIOUS OWNER MAKES REQUIRED PAYMENT, CORP COUNSEL DRAFTS DEED BACK TO FORMER OWNER AND COUNTY CLERK RECORDS IT. TREASURER DOES TAX RECEIPTS FOR ALL TAXES PLUS INTEREST AND GENERAL RECEIPT FOR \$30 RECORDING FEE AND \$1000 TAX DEED FEE.
13. THE TAX DEED PROPERTY THAT IS OWNED BY THE COUNTY THEN GETS PRESENTED BACK TO THE PROPERTY COMMITTEE. THE PROPERTY COMMITTEE APPRAISES THE PROPERTY OR SETS A MINIMUM BID AND THE COUNTY CLERK ADVERTISES THE SALE FOR 3 WEEKS AND POSTS ON COUNTY'S WEBSITE.
14. THE FINANCE COMMITTEE PRESENTS THE PROPERTY FOR SALE AND OPENS BIDS WITH THE MINIMUM BID AND AWARDS THE SALE OF PROPERTY TO THE HIGHEST BIDDER.
15. UPON PAYMENT CORP COUNSEL PREPARES DEED TO BUYER AND COUNTY CLERK RECORDS IT.
16. AFTER DEED IS RECORDED, IF FORMER OWNER HAS OCCUPIED THE PROPERTY AS THEIR RESIDENCE ANY TIME DURING THE PAST 5 YEARS BEFORE DEED TO COUNTY WAS RECORDED, THE TREASURER NOTIFIES THE FORMER OWNER OR OWNERS IN WRITING BY CERTIFIED MAIL, OF THEIR RIGHT TO REQUEST IN WRITING, WITHIN 60 DAYS AFTER RECEIPT OF THE

TREASURER'S NOTICE, ANY SALE PROCEEDS. IF FORMER OWNER IS DECEASED, WE DO **NOT** MAIL THE SURVIVORS A LETTER TO REQUEST PROCEEDS. NO LETTER IS SENT IF OWNER IS DECEASED.

CHAPTER 75

LAND SOLD FOR TAXES

75.001	Definitions.	75.285	Action; condition precedent.
75.002	Timely payment.	75.29	Actions of ejectment, when barred.
75.01	Redemption.	75.30	Action by original owner if deed is void, when barred.
75.03	Redeeming lands of minors or individuals adjudicated incompetent.	75.31	"Possession" defined.
75.04	Redemption receipt and entries.	75.32	Taxation and sale of lands held by counties.
75.05	Disposition of redemption money.	75.35	Sale of tax-deeded lands; purchase of adjacent lands.
75.06	Applicability of chapter to 1st class cities.	75.36	County acquisition and sale of property.
75.07	Redemption notices; publication.	75.365	Agreements as to delinquent taxes.
75.09	Notice, how posted.	75.37	Waste on land subject to a tax certificate.
75.10	Mistake in notice.	75.375	Waste on lands subject to a tax certificate; penalty.
75.105	Cancellation of delinquent real property taxes on property contaminated by hazardous substances.	75.377	Inspection of property subject to tax certificate.
75.106	Assignment of property contaminated by hazardous substances.	75.39	Action to bar former owner.
75.11	Compensation of printer.	75.40	Action, where and how brought.
75.115	Rights of persons who have an interest in mineral rights.	75.41	Complaint.
75.12	Deed, notice of application for.	75.42	Defense, answer.
75.13	Filing affidavit.	75.43	Election to receive deposit; costs.
75.14	Deeds, execution of; rights under; evidence.	75.44	Release.
75.143	Defer taking of tax deed.	75.45	Deed as evidence.
75.144	Rights of persons claiming adverse possession.	75.46	Trial; defendant's interest.
75.145	Correction of description by action.	75.47	Separate trials.
75.16	Deed, by whom executed; form.	75.48	Effect of judgment.
75.17	Transfer of contaminated land to a municipality.	75.49	Judgment for defendant.
75.19	Foreclosure of certificate.	75.50	Unknown owners.
75.195	Extended time for beginning tax foreclosure.	75.52	Judgment a bar, when.
75.20	Limitations on certificates and issue of deeds; life of tax certificate liens.	75.521	Foreclosure of tax liens by action in rem.
75.22	Validity; immaterial errors.	75.54	Reassessment of taxes by order of court.
75.23	Canceled deeds, certificates of county clerk.	75.55	Application of section 75.54.
75.24	Limitation, claims under illegal deed or certificate.	75.61	Actions related to tax certificates.
75.25	Lien of reassessed tax.	75.62	Procedure in actions related to tax certificates.
75.26	Limitation.	75.63	Ejectment as to public lands; conditions.
75.27	Limitation on former owner.	75.64	No jurisdiction; issue of deed postponed; deposit.
75.28	Application of all limitations.	75.67	Procedure in populous counties containing authorized city.
		75.69	Sale of tax delinquent real estate.

NOTE: 1987 Wisconsin Act 378, which repealed and recreated chapter 74, made substantial amendments to chapter 75. Act 378 contains explanatory notes.

75.001 Definitions. In this chapter, unless the context clearly indicates otherwise:

(1) "Tax" means real property taxes, special assessments as defined under s. 74.01 (3), special charges as defined under s. 74.01 (4) and special taxes as defined under s. 74.01 (5).

(2) "Tax deed" means a tax deed executed under s. 75.14, a deed executed under s. 75.19 or a judgment issued under s. 75.521.

History: 1987 a. 378.

75.002 Timely payment. (1) When payment is required under this chapter to be made on or before a certain date, the payment is timely if it is mailed in a properly addressed envelope, postmarked before midnight of the last date prescribed for making the payment, with postage prepaid, and is received by the proper official not more than 5 days after the prescribed date for making the payment.

(2) A payment which fails to satisfy the requirements of sub. (1) solely because of a delay or administrative error of the U.S. postal service shall be considered to be timely made.

History: 1987 a. 378.

75.01 Redemption. (1) (a) As used in this subsection, "recording" means the presentation of a tax deed to the register of deeds for record and acceptance of it.

(b) Any person, prior to the recording of a tax deed based on a tax certificate issued on land for nonpayment of taxes, may redeem the land described in the tax certificate. Redemption shall be made by paying to the county treasurer the amount of the unpaid taxes stated in the tax certificate plus the interest and penalty as provided under s. 74.47, computed from the date of accrual as specified in the tax certificate plus any other charges authorized by law to be imposed on the tax certificate following its issuance.

If there is a redemption before the recording, the tax deed, as it relates to the land redeemed, shall be void.

(c) The provisions of this chapter relating to redemption, conveyance, rights of action, limitation and other proceedings shall apply to all swamp and overflowed lands that have been or may be contracted for sale by any county board.

(4) (a) Redemption of land subject to a tax certificate may be made in partial payments of not less than \$20, unless the county treasurer agrees to accept a smaller amount. The making of partial payments shall not operate to extend the period of redemption.

(b) Each partial payment shall be applied first to pay all charges authorized by law, then to pay the interest and penalty accrued and then to pay the principal of the tax. The portion of the payment to be applied as principal shall be ascertained by dividing the amount of the payment by the sum of one plus a figure that is the product of either .01 or a decimal reflecting the applicable percentage under s. 74.47, multiplied by the number of months of delinquency, counting any part of a month as a full month. This amount of principal shall be deducted from the amount offered in payment and the remainder of it shall be the interest accrued from the date of accrual specified in the tax certificate on that portion of the tax that is offered to be paid. Interest on any new balance of principal sum shall be figured from the date of accrual specified in the tax certificate.

History: 1977 c. 26; 1981 c. 167; 1987 a. 378.

Redemption under sub. (1) (b) may occur up to the time of the filing of a valid tax deed. The filing of a void tax deed does not prevent redemption. There is no authority for the retroactive amendment of a void tax deed. *Theige v. County of Vernon*, 221 Wis. 2d 731, 586 N.W.2d 15 (Ct. App. 1998), 97-0959.

An owner is entitled to redeem part of a parcel of land sold for taxes before the tax deed is recorded by filing with the county treasurer an application for proration of taxes containing a legal description of the portion sought to be redeemed. 58 Atty. Gen. 39.

An interested person may redeem land sold for the nonpayment of taxes up until the time a tax deed conveying the same is recorded. 63 Atty. Gen. 592.

75.32 Taxation and sale of lands held by counties. Real property upon which the county holds a tax certificate shall continue liable to taxation, but when a tax deed shall be issued to the county such property shall thereafter be exempt from taxation until the same is sold by the county. The county clerk shall annually, before February 1, furnish to the assessors of each town a list of the lands in such town exempt under this section. Nothing in this section shall be so construed as to apply to lands owned by minors or persons adjudged mentally incompetent.

History: 1977 c. 29 s. 1647 (6); 1977 c. 83, 203; 1987 a. 378.

75.35 Sale of tax-deeded lands; purchase of adjacent lands. (1) **DEFINITION.** In this section “tax-deeded lands” means lands which have been acquired by a county through enforcement of the collection of delinquent taxes by tax deed, foreclosure of tax certificate, deed in lieu of tax deed, action in rem under s. 75.521 or other means.

(2) **POWER OF COUNTY TO SELL TAX-DEEDED LANDS.** (a) Except as provided in s. 75.69, any county shall have the power to sell and convey its tax-deeded lands in such manner and upon such terms as the county board may by ordinance or resolution determine, including without restriction because of enumeration, sale by land contract, or by quitclaim or warranty deed with mortgage from vendee to secure any unpaid balance of the purchase price. Such mortgage may be foreclosed in the same manner as any other mortgage. The title to lands conveyed by land contract shall remain in the county until fully paid for and in the event of default in such payment the county may foreclose the land contract with costs and reasonable attorney fees. When such land contract runs to a person or private corporation, the lands therein conveyed shall be placed on the tax roll and be subject to taxation the same as though absolute title thereto was vested in the purchaser under such land contract. Such purchaser shall be liable to pay all taxes against such land and in the event of failure to make such payment the county may pay the same and add the sum so paid to the amount due on the land contract.

(c) Any conveyance by land contract or deed or satisfaction of mortgage shall be executed by the county clerk under the clerk’s hand and the seal of the county.

(d) The county board may delegate its power to manage and sell tax-deeded lands to a committee constituted of such personnel and in such manner and compensated at such rate as the county board may by ordinance determine, provided that the compensation and mileage of county board members serving on such committee shall be limited and restricted as provided in s. 59.13 (2), or the county board may delegate the power of acquisition, management and sale of tax-deeded lands or any part of such power to such officer and departments of the county as the county board may by ordinance determine. Such ordinance shall prescribe the policy to be followed in the acquisition, management and sale of tax-deeded land and shall prescribe generally the powers and duties of such committee, officers, departments, employees and agents. The county board is authorized to engage licensed real estate brokers and salespersons to assist in selling such lands and pay a commission for such service and to advertise such sale in such manner as it deems proper. The county board may appropriate such sums of money as may be necessary to carry out the provisions of this section.

(e) Any county acting either by its board or by delegated authority as provided in this section may sell and convey tax-deeded lands to the former owner or owners thereof and such conveyance shall not operate to revive any tax certificate lien or any other lien whatsoever which was cut off and rendered void by the tax deed, foreclosure of tax certificate, deed in lieu of tax deed, action in rem under s. 75.521 or other means by which the county acquired title to such land, nor shall it revive the lien of any tax certificate or tax dated subsequently to the date on which the county acquired its title. The enactment into statute law of the provisions of this paragraph shall not be deemed an expression of leg-

islative intent that the prior common law of this state was otherwise than as herein provided.

(f) If special assessments, as defined in s. 75.36 (1), levied on the tax-deeded land have not been settled in full under s. 74.29 or otherwise paid to the taxing jurisdiction that levied the special assessments, the taxing jurisdiction may purchase the tax-deeded land by notifying the county of its intent to do so at any time within one year after the period of redemption has expired but prior to the date upon which the tax-deeded land is sold to another person by the county. The amount for which the tax-deeded land may be purchased shall be the sum of the following:

1. All expenses incurred by the county to obtain marketable title to the property, except that the time of county employees and officers may not be included in those expenses. The county may establish a reasonable estimate of the average cost to obtain marketable title to property which it may use instead of determining the actual costs for any parcel sold by the county.

2. All amounts of unpaid general property taxes, special assessments, special charges and special taxes levied against the property sold, including interest and penalties imposed under s. 74.47 previously paid to taxing jurisdictions by the county.

3. Any withdrawal tax and any withdrawal fee due under s. 77.84 (3) (b).

4. Any unpaid special assessments or special charges that were not levied by the taxing jurisdiction purchasing the tax-deeded land. The county shall pay any amounts received under this subdivision to the taxing jurisdiction which levied the special assessment or special charge.

(3) **PREFERENCE TO FORMER OWNER TO REPURCHASE.** The county board may, at its option, by ordinance provide that in the sale of tax-deeded lands, the former owner who lost his or her title through delinquent tax collection enforcement procedure, or his or her heirs, may be given such preference in the right to purchase such lands as such ordinance shall provide. Such ordinance may provide that such sale be exempt from any or all provisions of s. 75.69 if the net proceeds from the sale to the former owner as determined under s. 75.36 (3) will be sufficient to pay all special assessments and special charges to which the property is subject, including interest imposed under s. 74.47, or if the county settles in full with the taxing jurisdiction for special assessments, as defined in s. 75.36 (1), to which the property is subject. Such ordinance shall not apply to tax-deeded lands which have been improved for or dedicated to a public use by the county subsequent to its acquisition thereof.

(4) **PURCHASE OF ADJACENT LANDS.** A county may purchase lands adjacent to tax-deeded lands in cases where the county board determines that such purchase will improve the salability of such tax-deeded lands or will create access to streets or highways for lands lacking such access.

(7) **LIABILITY PRECLUDED.** Absent fraud, no county is liable for acts or omissions associated with the sale of property under this section.

History: 1987 a. 27, 378; 1989 a. 104; 1993 a. 184; 1995 a. 201; 2003 a. 228.

Cross-reference: See s. 59.52 (6) for power of county to direct county clerk to sell or contract for sale and conveyance of land owned by county, whether acquired by tax deed or otherwise.

An ordinance under sub. (3) allowed a mortgagor to reacquire foreclosed property free of the mortgage lien. *Bank of Commerce v. Waukesha County*, 89 Wis. 2d 715, 279 N.W.2d 237 (1979).

75.36 County acquisition and sale of property.

(1) **DEFINITION.** In this section, “special assessments” means unpaid installments of special assessments which were levied on real property prior to the date that the county acquired the real property by taking of a tax deed under this chapter. “Special assessments” includes amounts delinquent when the property became subject to a tax certificate, installments which became delinquent during the time the property is subject to a tax certificate and all installments payable after the date the county takes a tax deed under this chapter. “Special assessments” does not

certificate were not liable to taxation or because the taxes on the lands were paid prior to the inclusion in the tax certificate or because the lands have been redeemed according to law, the owner of, or any person interested in, the lands covered by the lien of the certificate may, at any time before final judgment is entered, deposit with the county clerk the amount for which the lands are delinquent, with interest from the date of the inclusion in the tax certificate to the date of the deposit and penalty as provided under s. 74.47, together with the legal charges on it.

(2) The clerk or treasurer shall retain such deposit until the final determination of the action, and if the certificate is vacated and set aside or if the issuing of the deed is permanently restrained, the money deposited shall, at the time of entry of judgment or at any later time, upon demand, be returned to the person depositing it. If final judgment is rendered in the action sustaining the validity of the inclusion of the land in a tax certificate, and of the tax certificate, the court shall compute the interest upon the certificate from the date of the deposit to the date of judgment and penalty as provided under s. 74.47 and add it to the costs and disbursements taxable in the action and to the amount of the deposit, and shall enter judgment against the plaintiff for the total amount, and no tax deed may be issued upon the certificate unless the plaintiff fails to pay to the clerk or treasurer, for the use of the owner of the certificate, the amount of the judgment within 20 days after its rendition, together with interest on it.

History: 1981 c. 167; 1987 a. 378.

75.67 Procedure in populous counties containing authorized city. (1) In counties having a population of 750,000 or more containing a city authorized to proceed under s. 74.87, whenever either such county or city acquires any property by tax deed or by quitclaim deed or by any other means, the issuance of other tax certificates and the redemption and cancellation thereof shall be as provided by this section.

(2) All tax certificates issued upon such property by such county or city on the same day or subsequent to the date of issuance of the certificate upon which such deed was acquired, and which certificates are owned by such county or city at the time of the acquisition of the property, shall be assigned to such county or city so owning such property. On any issuance of tax certificate subsequent to the acquisition of such property after the first Monday of August in any year, such county or city so owning such land shall be the exclusive recipient of the tax certificates. Any issuance of a tax certificate in violation of these provisions shall be null and void. It is the duty of the city and the county treasurer to give the other, as the case may be, written notice of the acquisition of such property within 24 hours, Sundays and holidays excluded, after such tax deed or other conveyance has been acquired; and upon receipt of such notice it is the duty of such treasurer, as the case may be, to make entry of such notice upon the treasurer's records.

(3) (a) Whenever such property has been so acquired, the city treasurer shall notify the county clerk and the county treasurer, or the county clerk shall notify the city treasurer, as the case may be, in writing thereof within 24 hours thereafter, Sundays and holidays excluded. The county treasurer or the city treasurer upon receipt of such notice shall forthwith charge the amount, without interest or penalties, of all city, county, state and metropolitan sewerage district current and delinquent taxes, all unpaid installments of special assessments and other assessments, charges and tax certificates which are liens upon the land, and which are held by or due to such county or city, as the case may be, and upon which the time limitations of s. 75.20 have not expired, to a "tax deed in force" account, and such taxes, assessments and certificates shall thereby be considered as paid or redeemed and such taxes shall be marked paid or redeemed on the tax roll, as the case may be; thereafter the amounts thereof owned by or due to such county shall be charged back against such city and such amounts thereof owned or held by or due to such city shall be credited to such city in the next tax levy upon such city by the county.

(b) On or before October 1 of each year, the city treasurer and the county treasurer shall respectively furnish the other with an itemized statement of the amounts so charged by the treasurer, as the case may be, to the city's or county's "tax deed in force" account as a result of tax deeds taken by the city or county. The county clerk shall include an itemized statement of such amounts in the apportionment filed by the clerk. If any such tax deed is set aside, the city treasurer and the county treasurer shall respectively credit the other with the amounts so charged with respect to the deed set aside, and the amounts and entries by either treasurer with reference thereto, comprising said amounts shall be as though no charge had been made to a "tax deed in force" account; and the city treasurer and the county treasurer, respectively, shall, on or before October 1 of each year, advise the other of such credits due.

(c) In the event that such property is so acquired by such city while the county tax roll is in the possession of its city treasurer, the latter shall consider such taxes as paid and mark the tax roll accordingly, and furnish the county treasurer with a statement thereof upon a form provided by the county. The city treasurer shall return such records to the county treasurer with the delinquent county tax roll, and shall receive credit therefor the same as for delinquent taxes. The amount for which such credit is given shall be included in the amount to be charged back to such city in succeeding apportionment of county taxes.

History: 1985 a. 135; 1987 a. 27, 378; 2017 a. 207 s. 5.

75.69 Sale of tax delinquent real estate. (1) Except as provided in sub. (1m), no tax delinquent real estate acquired by a county may be sold unless the sale and appraised value of such real estate has first been advertised by publication of a class 3 notice, under ch. 985. Any county may accept the bid most advantageous to it but, at the first attempt to sell the property, every bid less than the appraised value of the property shall be rejected. Any county is authorized to sell for any amount any land previously advertised for sale after advertising the sale of such land by publication of a class 1 notice, under ch. 985; except that no property may be sold for an amount that is less than the property's appraised value unless the county board or a committee designated by the county board has reviewed and approved such a sale and no property may be sold for an amount that is less than the amount of the highest bid unless the county board or a committee designated by the county board prepares a written statement, available for public inspection, that explains the reasons for accepting a bid that is less than the highest bid. In this subsection, "appraised value" means the value determined, at the discretion of the county board, by the county board, a committee designated by the county board, or a certified appraiser, as defined in s. 458.01 (7).

(1m) (a) Subsection (1) does not apply to counties with a population of 750,000 or more.

(b) Notwithstanding sub. (1), any county may advertise the sale of any or all of its real estate that has been tax delinquent for at least 4 years by publishing a class 3 notice under ch. 985, indicating in which municipality or municipalities and in which ward or wards the real estate is located and the place and date for filing written bids but without listing specific parcels or appraised values for the parcels, if the county makes readily available in the courthouse a list of the parcels and the appraised value of each parcel.

(2) This section shall not apply to exchange of property under s. 59.69 (8), to withdrawal and sale of county forest lands, nor to the sale or exchange of lands to or between municipalities or to the state.

(3) This section shall apply to all tax delinquent lands regardless of the date of acquisition by the county.

(4) No tax delinquent real estate may be sold by a county under this section unless notice of such sale is mailed to the clerk of the municipality in which the real estate is located at least 3 weeks prior to the time of the sale. Any county may sell tax delinquent real estate by open or closed bid.

History: 1983 a. 344; 1987 a. 378; 1995 a. 201; 2003 a. 123; 2017 a. 207 s. 5.

Richland County Finance and Personnel Committee

Agenda Item Cover

Agenda Item Name: Tax Deed Ordinance and Process

Department	Treasurer	Presented By:	Julie Keller
Date of Meeting:	March 25 th , 2021	Action Needed:	Vote
Disclosure:	Open	Authority:	Committee Structure I
Date submitted:	March 23 rd , 2021	Referred by:	n/a

Recommendation and/or action language:

Recommend a motion to receive and file the attached information on tax deed ordinance and process.

Background:

According to the Committee Structure document, the Finance & Personnel Committee is tasked with selling “all tax deed property in the manner prescribed by the Wisconsin Statutes and as deemed appropriate by the Committee and without further approval by the County Board.” Attachment A shows Ordinance 92-5, which has been amended multiple times over the years. Under the ordinance, this committee can recommend to the County Board that certain tax deed properties be listed with a realtor.

Attachment B details the process by which the County Treasurer notifies property owners of delinquent taxes. Attachment C similarly details the tax deed process used after delinquent taxes have not been paid. Attachment D is Chapter 75 of Wisconsin State Statutes, Land Sold for Taxes. Two sections highlighted in yellow relate directly to the work of this committee.

Attachments and References:

Attachment A: Tax Deed Ordinance 92-5 (amended)	Attachment C: Tax Deed Process
Attachment B: Delinquent Tax Notification Process	Attachment D: WI Statute Chapter 75

Financial Review:

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input checked="" type="checkbox"/>	No financial impact		

(summary of current and future impacts)

Approval:

Review:

Department Head

Administrator, or Elected Office (if applicable)

NOTES: I emailed all the County Clerk's in Wisconsin and asked them how many deputies they have. They were very informative and helpful and provided me with additional information as well. The list is sorted by population. If column 2 and 3 are empty it is because I didn't hear from the Clerk from that county.

County	# Deputies	Notes	2010 census	Form of Admin.
Florence County	1.5 FTE (admin coord).	*note from Clerk--"If HR and Finance were taken out of my office I most likely would only need a half-time deputy. My County Clerk duties are only busy at Election time"	4,314	Administrative Coordinator
Menominee County			4,558	Administrative Coordinator
Iron County	1 FTE	HR/Finance combined in clerk's office	5,687	Administrative Coordinator
Pepin County	1- 22.5 hrs/wk		7,265	Administrative Coordinator
Forest County	2- FTE (admin coord)		8,995	Administrative Coordinator
Buffalo County	1 -32 hrs/wk	note from Clerk-"There are times when my office is closed due to no staffing"	13,126	Administrative Coordinator
Price County	1- 15%	note from clerk: "Current structure isn't real straightforward. We have an Office of Administration that is an office suite in the Courthouse with public access. The positions in that suite are County Administrator, County Clerk, County Accountant, HR Specialists (also backup Deputy County Clerk) and AP/PR Coordinator (also main Deputy County Clerk). This structure has worked really well and we have a great team. All positions are full-time. As far as percentages – I would say a deputy filling in for me or helping out would be about 15%."	13,416	County Administrator
Rusk County	1 FTE		14,132	Administrative Coordinator
Bayfield County	1 FTE	3 FTE, one position shared with County Administrator 20%	14,993	County Administrator
Burnett County			15,289	County Administrator
Marquette County	1 FTE/ 1- 12 hrs/wk		15,304	Administrative Coordinator
Ashland County	1 FTE	1 FTE account clerk, 1 FTE office assistant	15,617	County Administrator
Washburn County			15,688	Administrative Coordinator
Crawford County	2 FTE		16,235	Administrative Coordinator
Sawyer County	1 FTE		16,399	County Administrator
Lafayette County	1 FTE	1- 32 hr/wk position in Clerk of Courts office that County Clerk can request help from when needed	16,715	Administrative Coordinator
Richland County			17,459	County Administrator
Green Lake County	1 FTE/1- 28 hrs/wk		18,755	County Administrator
Langlade County	1- 35 hrs/wk		19,146	Administrative Coordinator
Adams County	2 FTE		20,094	Administrative Coordinator
Taylor County			20,325	Administrative Coordinator
Kewaunee County	1 FTE	note from Clerk- "we share an office with the Finance Dept and his 2 full time staffers also help us out with answering phones and county services"	20,387	County Administrator
Jackson County	1 FTE	1 FTE bookkeeper	20,522	Administrative Coordinator
Vilas County	1 FTE (admin coord)	1 FTE administrative assistant	21,751	Administrative Coordinator
Iowa County	1 FTE	*deputy has accounts payable duties in job description	23,618	County Administrator
Waushara County	1 FTE		24,193	County Administrator
Juneau County	1 FTE		26,478	Administrative Coordinator
Door County	1 FTE		27,472	County Administrator

Lincoln County			27,744	Administrative Coordinator
Trempealeau County	3 FTE		29,499	Administrative Coordinator
Vernon County	1 FTE		30,633	County Administrator
Clark County	1 FTE		34,579	Administrative Coordinator
Oneida County	1 FTE/ 1- 25 hrs/wk		35,381	
Green County	1 FTE		36,896	Administrative Coordinator
Oconto County			37,646	Administrative Coordinator
Marinette County	1 FTE		40,391	County Administrator
Shawano County	1.5 FTE		40,904	Administrative Coordinator
Pierce County	2 FTE		41,977	Administrative Coordinator
Douglas County	1 FTE		43,295	County Administrator
Polk County	2 FTE		43,438	County Administrator
Dunn County	1 FTE		44,759	Administrative Coordinator
Barron County	1 FTE	note from Clerk "we are co-located with Administration so our Administrator's assistant also helps out in our office"	45,229	County Administrator
Monroe County	1 FTE	1- 0.5 FTE assistant	45,771	County Administrator
Calumet County	1- 0.8 FTE		49,928	County Administrator
Waupaca County	2 FTE		51,245	Administrative Coordinator
Grant County	1 FTE		51,733	Administrative Coordinator
Columbia County	3 FTE		57,133	Administrative Coordinator
Chippewa County			63,892	County Administrator
Sauk County	3 FTE	passport, Wisvote services	63,922	Administrative Coordinator
Portage County	1 FTE		70,632	Executive
Wood County	1 FTE	1 FTE administrative assistant	73,112	Administrative Coordinator
Manitowoc County			79,185	Executive
Jefferson County			84,701	County Administrator
Dodge County	1 FTE/ 1- 30 hrs/wk	the 30 hr/wk position spends 4 hrs per week assisting Administrator	87,715	County Administrator
Ozaukee County	3 FTE		88,597	County Administrator
St. Croix County	3 FTE		88,732	County Administrator
Fond du Lac County	1- 32.5 hrs/wk	2- FTE	102,597	
Walworth County	1 FTE	3 FTE administrative assistants	103,074	County Administrator
Eau Claire County	2.5 FTE		103,514	County Administrator
Sheboygan County	2 FTE		115,178	County Administrator
La Crosse County	2 FTE		117,894	County Administrator
Washington County	1 FTE	2.5 FTE-note from clerk" "I deputize all of my other staff so they can process marriage licenses and provide oaths"	134,925	County Administrator
Marathon County	3 FTE		135,396	County Administrator
Rock County			162,152	County Administrator
Kenosha County	2 FTE	1- 25hrs/wk, 1 PT Deputy shared amongst treasurer, register of deeds, county clerk and clerk of courts. 1 FTE Deputy works at satellite office on west end of county for treasurer, register of deeds, county clerk and clerk of courts.	168,524	Executive
Winnebago County			170,411	Executive
Outagamie County			185,700	Executive
Racine County	1 FTE	1 FTE, 2- 25hr/wk deputized for marriage licenses	195,602	Executive
Brown County	4.5 FTE	2 FTE staff for Board of Supervisors	261,368	Executive

Waukesha County	1 FTE	2 FTE administrative specialist, 1 FTE admin. Assistant	400,475	Executive
Dane County	1 FTE		536,078	Executive
Milwaukee County			951,226	Executive

Richland County Finance and Personnel Committee

Agenda Item Cover

Agenda Item Name: County Clerk Deputy Position

Department	County Board	Presented By:	Melissa Luck
Date of Meeting:	March 25, 2021	Action Needed:	Vote on a Motion
Disclosure:	Open	Authority:	Committee Structure E
Date submitted:	March 23, 2021	Referred by:	Administration Transition Committee

Recommendation and/or action language:

Motion to recommend that the position of Accounts Payable Specialist currently under the supervision of the County Clerk and filled by Ms. Amy Louis, remain in that office indefinitely. This is the position allocated to the County Clerk that can be deputized if they desire. The County Administrator should work with the County Clerk to re-write the job description to include all accounts payable specialist duties as well as any additional deputy clerk duties and title desired by the Clerk. The County Administrator will review this position with the County Clerk in 6 months to evaluate how well the arrangement is working and report to Finance & Personnel Committee.

Attachments and References: Spreadsheet “WI County Clerk Deputy Data”

Financial Review:

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input checked="" type="checkbox"/>	No financial impact		

(summary of current and future impacts)

Approval:

Review:

Department Head

Administrator, or Elected Office (if applicable)

RANGE	GRADE	JOB TITLE	DEPARTMENT	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
125	R	HHS DIRECTOR	HEALTH & HUMAN SERVICES	36.67	37.52	38.38	39.23	40.08	40.93	41.79	42.64
120	Q			35.03	35.84	36.66	37.47	38.29	39.1	39.92	40.73
115	P	HWY COMMISSIONER	HIGHWAY	33.38	34.15	34.93	35.71	36.48	37.26	38.03	38.81
110	O			31.73	32.47	33.21	33.95	34.69	35.42	36.16	36.90
105	N	HHS BEHAVIORAL HEALTH SERVICES MGR 19-80	HEALTH & HUMAN SERVICES	30.08	30.78	31.48	32.18	32.88	33.58	34.28	34.98
		HHS PUBLIC HEALTH MGR	SHERIFF								
		CHIEF DEPUTY SHERIFF									
100	M	MGMNT INFO SYSTM DIRCTR	CH IT DEPT	28.44	29.10	29.76	30.42	31.09	31.75	32.41	33.07
		ECONOMIC DEVELOPMENT DIRECTOR	CH ECONOMIC DEVELOPMENT								
		HHS COMPREHENSIVE COMMUNITY SERV SPRVSR 19-101	HEALTH & HUMAN SERVICES								
		HHS BUSINESS & FINANCIAL SERVICES MANAGER 20-97	HEALTH & HUMAN SERVICES								
		HHS MANAGER OF OPERATIONS 19-80-20-97	HEALTH & HUMAN SERVICES								
		SHERIFF RD PATROL LIEUT	SHERIFF								
95	L	COUNTY CONSERVATIONIST	CH LAND CONSERVATION	26.80	27.42	28.04	28.67	29.29	29.91	30.54	31.16
		ZONING ADMINISTRATOR	CH ZONING								
		HHS ARDC MANAGER	HEALTH & HUMAN SERVICES								
		HHS CHILD & YOUTH SRVCS MGR 19-80	HEALTH & HUMAN SERVICES								
		HHS LONG TERM SUPPORT & BIRTH TO 3 SUPERVISOR 19-80	HEALTH & HUMAN SERVICES								
90	K	EM MED SER/EM MGMT DIR	CH AMBULANCE	25.15	25.73	26.32	26.90	27.49	28.07	28.66	29.24
		HHS ECON SUPPORT MANAGER 19-18	HEALTH & HUMAN SERVICES								
		HHS MENTL HLTH THER LIC	HEALTH & HUMAN SERVICES								
		HWY PATROL SUPERINTENDENT	HIGHWAY								
		HHS PSYCHIATRIC NURSE Res 20-27	HEALTH & HUMAN SERVICES								
		HHS PUBLIC HLTH NURSE Res 20-27	HEALTH & HUMAN SERVICES								
85	J	COUNTY CLERK DEP/ACCT SUPERVISR	CH COUNTY CLERK	23.50	24.05	24.60	25.14	25.69	26.24	26.78	27.33
		HHS AMDMINISTRATION & BUILDING OPERATIONS MANAGER 20-97	HEALTH & HUMAN SERVICES								
		HHS ADMINISTRATIVE SUPERVISOR 18-18-20-97	HEALTH & HUMAN SERVICES								
		HHS MENTL HLTH THER N/L RES 19-80	HEALTH & HUMAN SERVICES								
		MGMNT INFO SYSTM ADMNST Res 18-97	CH IT DEPT								
		SYMONS DIRECTOR	SYMONS								
80	I	CH MAINTENANCE SUPERVISOR	CH MAINTENANCE	21.85	22.36	22.87	23.38	23.89	24.39	24.90	25.41
		HHS TREATMNT COURT COOR	HEALTH & HUMAN SERVICES								
		HHS SUBSTNCE ABUSE COUN RES 19-80	HHS								
		HWY LEAD GRADE FOREMAN	HIGHWAY								
		HWY LEAD PAVING FOREMAN	HIGHWAY								
		HWY LEAD SHOP FOREMAN	HIGHWAY								
		REG PROBATE/REGISTRAR Res 18-97	CH PROBATE								
		SHERIFF DISP/JAILR SGT Res 18-97	SHERIFF								

RANGE	GRADE	JOB TITLE	DEPARTMENT	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
		VETERAN SERVICE OFFICER	CH VETERANS SERVICE								
75	H	LEAD CHILD SPprt WORKER	CH CHILD SUPPORT	20.21	20.68	21.15	21.62	22.09	22.56	23.03	23.50
		CONSERVATION TECHNICIAN	CH LAND CONSERVATION								
		HHS BUSINSS SYSTM SUPRV	HEALTH & HUMAN SERVICES								
		HHS CHILDREN LONG TERM & BIRTH TO 3 CASE MGR 19-80	HEALTH & HUMAN SERVICES								
		HHS EARLY INTERVENTION SPCL EDUCATOR RES 19-80	HEALTH & HUMAN SERVICES								
		HHS ECON SPprt LEAD WRK	HEALTH & HUMAN SERVICES								
		HHS HEALTH & WELLNESS COOR Res 18-97	HEALTH & HUMAN SERVICES								
		HHS SW ADULT PROT SRVCS	HEALTH & HUMAN SERVICES								
		HHS SW CHILD & YOUTH CASE MGR 19-80	HEALTH & HUMAN SERVICES								
		HHS INFORMATION & SYSTEM SPECIALIST 19-101	HEALTH & HUMAN SERVICES								
		HWY ASSTNT SHOP FOREMAN	HIGHWAY								
		HWY BOOKKEEPER	HIGHWAY								
		HWY PARTS MNGR/SHOP CLK	HIGHWAY								
		PAYROLL & BENEFITS SPCL	CH COUNTY CLERK								
		SHERIFF DISP/JAILER Res 18-97	SHERIFF								
		SHERIFF OFFICE MGR/CONF	SHERIFF								
		UW FOOD SER SUPERVISOR	CH UW FOOD SERVICE								
70	G	LEGAL ASSISTANT	CH DISTRICT ATTORNEY	18.56	18.99	19.42	19.85	20.29	20.72	21.15	21.58
		ACCOUNTS PAYABLE SPECIALIST Res 18-97	CH COUNTY CLERK								
		CLERICAL ASSISTANT II (DEPUTY) Res 18-97	CH CLERK OF COURT								
		CLERK OF COURT DEPUTY Res 18-97	CH CLERK OF COURT								
		HHS CONFID ADMIN SCRTRY	HEALTH & HUMAN SERVICES								
		HHS ELDERLY BENF SPCL	HEALTH & HUMAN SERVICES								
		HHS NUTRITION PROG COOR	HEALTH & HUMAN SERVICES								
		HHS SW DISABLTy BEN SPE	HEALTH & HUMAN SERVICES								
		HHS TEMP CERT SOC WORKR	HEALTH & HUMAN SERVICES								
		HHS YOUTH AIDE WORKER	HEALTH & HUMAN SERVICES								
		HWY EQUIP OPER/PATROLMN	HIGHWAY								
		HWY MECHANIC	HIGHWAY								
		HWY SIGN FOREMAN	HIGHWAY								
		PROPERTY TAX LISTER	CH PROPERTY LISTER								
		SHERIFF DEPUTY - TEMP CASUAL	SHERIFF								
		SHERIFF DISP/JAILER - TEMP CASUAL	SHERIFF								
		SYMONS MAINTENANCE	SYMONS								
		VETERANS BENEFIT SPCLST	CH VETERANS SERVICE								
		VICTM WTNS COOR/LEGAL S	CH DISTRICT ATTORNEY								
		ZONING GIS TECH/ASSTNT	CH ZONING								
65	F	CHILD SUPPORT WORKER	CH CHILD SUPPORT	16.92	17.31	17.70	18.10	18.49	18.88	19.28	19.67
		CLERICAL ASSISTANT	CH PROBATE								
		COUNTY TREASURER DEPUTY	CH TREASURER								
		FISCAL SPECIALIST	HEALTH & HUMAN SERVICES								
		HHS ECONOMIC SUPP SPECL	HEALTH & HUMAN SERVICES								
		HWY CLERK	HIGHWAY								

RANGE	GRADE	JOB TITLE	DEPARTMENT	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
		MNGMNT INFO SYSTM ASST Res 18-97	CH IT DEPT								
		REGISTER OF DEEDS DEPUTY	CH REGISTER OF DEEDS								
		SECRTRY/CERL ASST II	SHERIFF								
		SYMONS ASSISTANT DIRECTR	SYMONS								
		ZONING OFFICE SYS TECH	CH ZONING								
60	*	AMB EMERGENCY MED TECH (ADMIN)	CH AMBULANCE	15.82	16.19	16.55	16.93	17.29	17.66	18.06	18.40
55	*	AME EMERGENCY MED TECH (TRAINING)	CH AMBULANCE	14.10	14.43	14.75	15.08	15.41	15.73	16.07	16.39
50	E	CLERICAL ASSISTANT II	CH CHILD SUPPORT	15.27	15.63	15.98	16.34	16.69	17.05	17.40	17.76
		ADMINISTRATIVE SECRTRY	CH UW EXTENSION								
		ADMINISTRATIVE SECRTRY	HEALTH & HUMAN SERVICES								
		CLERICAL ASSISTANT II	CH UW EXTENSION								
		CLERICAL ASSISTANT II	HEALTH & HUMAN SERVICES								
		CUSTODIAN	CH MAINTENANCE								
		LAND AEROBICS INSTRUCTOR	SYMONS								
		LIFEGUARD INSTRUCTOR	SYMONS								
		SECRETARY	CH LAND CONSERVATION								
		SECRETARY	HEALTH & HUMAN SERVICES								
		UW FOOD SERVICE WORKER	CH UW FOOD SERVICE								
		WATER EXERCISE INSTRUCTOR	SYMONS								
		WATER SAFTEY INSTRUCTOR/TRAINER	SYMONS								
45	D	FAIR & RECYCLING COORDINATOR	FAIR	14.04	14.36	14.69	15.01	15.34	15.67	15.99	16.32
		REAL PROPERTY LISTER ASSISTANT	REAL PROPERTY LISTER								
40	C	PRIVATE LESSONS	SYMONS	12.99	13.30	13.60	13.90	14.20	14.51	14.81	15.11
35	*	AMB EMERGENCY MED TECH	CH AMBULANCE	12.73	13.03	13.32	13.62	13.91	14.21	14.50	14.80
30	B	GROUNDSCOOPER	FAIR	12.03	12.31	12.59	12.87	13.15	13.43	13.71	13.99
		BAILIFF	CLERK OF COURT								
		STORAGE COORDINATOR	FAIR								
25	A	CLERICAL TEMPORARY	FAIR	11.14	11.40	11.66	11.91	12.17	12.43	12.69	12.95
		CLERICAL TEMPORARY	SHERIFF								
		CUSTODIAN WEEKEND MAINTENANCE	SYMONS								
		HHS DRIVER/ESCORT DRIVER	HHS								
		HHS NUTRITION DRIVER	HHS								
		HHS NUTRITION SITE WORKER	HHS								
		HIGHWAY SEASONAL	HIGHWAY								
		RECEPTIONIST	SYMONS								
20	aa	CAFETERIA WORKER	UW FOOD SERVICE	10.31	10.56	10.80	11.03	11.27	11.51	11.75	11.99
		CPR INSTRUCTOR	SYMONS								
		FIRST AID INSTRUCTOR	SYMONS								

RANGE	GRADE	JOB TITLE	DEPARTMENT	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
		RAQUETBALL INSTRUCTOR	SYMONS								
		WATER SAFETY INSTRUCTOR	SYMONS								
		WEIGHT TRAINING INSTRUCTOR	SYMONS								
15	ab	LIFEGUARD	SYMONS	9.55	9.78	10.00	10.21	10.44	10.66	10.88	11.10
10	ac	DAY CARE AIDE	SYMONS	8.84	9.06	9.26	9.45	9.67	9.87	10.07	10.28
5	ad			819	8.39	857	8.75	8.95	9.14	9.32	9.52
		MINIMUM WAGE									
		BATHROOM CLEANER	FAIR	\$ 7.25							
		CASHIER	FAIR	\$ 7.25							
		FOOD SERVICE WORKER	UW FOOD SERVICE	\$ 7.25							
		GRANDSTAND ORGANIZER	FAIR	\$ 7.25							
		MISCELLANEOUS WORKER	FAIR	\$ 7.25							
		TICKET TAKER	FAIR	\$ 7.25							
		SPECIAL NOTES									
		County Board Members	County Board	\$ 40.00	per County Board meeting						
		Committee Members	County Board	\$ 30.00	per Committee meeting						
		Fair Judge - General	Fair	\$50 for the first 4 hours worked then \$9 p/hr							
		Fair Judge - Beef	Fair	\$100 for the first 4 hours worked then \$9 p/hr							
		Fair Species Group Work	Fair	\$100 for the first 4 hours worked then \$9 p/hr							
		Fair Carcass Show Work	Fair	\$100 for the first 4 hours worked before noon then \$9 p/hr							
		Translator	HHS, Sheriff	\$ 35.00	per hour						
		Coroner	Coroner	\$95 p/call, \$25 for cremation only, \$115 for call plus cremation							
		Coroner Deputy	Coroner	\$95 p/call, \$25 for cremation only, \$115 for call plus cremation							
		Ambulance Crew Member - volunteer	Ambulance	\$ 20.00	per call						
		Ambulance Driver - volunteer	Ambulance	\$ 15.00	per call						
		Ambulance Backup crew weekdays	Ambulance	\$ 1.25	per hour						
		Ambulance Primary crew weekends & holidays	Ambulance	\$ 3.00	per hour						
		Corporation Counsel	Courthouse	\$ 75.00	per hour						
		Corporation Counsel	HHS	\$ 75.00	per hour						
		Sheriff	Sheriff	\$ 77,037.21	annual						
		County Clerk	County Clerk	\$ 77,026.95	annual						
		County Treasurer	Treasurer	\$ 62,327.61	annual						
		Register of Deeds	Register of Deeds	\$ 62,327.61	annual						
		Clerk of Court	Clerk of Court	\$ 62,327.07	annual						
		Family Court Commissioner	Family Court Commissioner	\$ 25,457.68	annual						
		Child Supprt Administrator/Assistant	D.A/Child Support	\$ 21,991.16	annual						
		BEYOND STEP 8 OF THE WAGE SCALE									
		Victim Witness Coordinator/Legal Secretary	District Attorney	\$ 21.73	Andrea Fields						
		HHS Business System Analyst 20-97 Supervisor	HHS	\$ 24.03	Sharon Pasold						
		HHS Social Worker Disability Benefit Specialist	HHS	\$ 23.27	Jodi Hines						

RANGE	GRADE	JOB TITLE	DEPARTMENT	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
		HWY Clerk	HWY	\$ 20.24	Cerresa Rose						

RANGE	GRADE	JOB TITLE	DEPARTMENT	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
375	P	PVH NURSING HOME & ASST LIVING ADMIN 18-36	ADMINISTRATION	39.16	40.08	40.99	41.90	42.81	43.72	44.63	45.54
370	O			37.07	37.93	38.79	39.65	40.51	41.38	42.24	43.10
365	N	PVH DIRECTOR OF NURSING Res 19-135	DIRECTOR	34.96	35.77	36.59	37.40	38.21	39.02	39.84	40.65
360	M			32.86	33.62	34.39	35.15	35.92	36.68	37.45	38.21
355	L	PVH RN MANAGER PVH RN MANAGER	CBRF REGISTERED NURSES	30.76	31.48	32.19	32.91	33.62	34.34	35.05	35.77
350	K	PVH RN SUPERVISOR Res 19-135	REGISTERED NURSES	28.66	29.33	30.00	30.66	31.33	32.00	32.66	33.33
345	J	PVH HUMAN RESOURCES DIR PVH SOCIAL SERVICE SUPR PVH REGISTERED NURSE Res 19-135	ADMINISTRATION SOCIAL SERVICES REGISTERED NURSES	26.57	27.18	27.80	28.42	29.04	29.65	30.27	30.89
340	I	PVH MAINTENANCE SUPERVISOR (7-17-18)	MAINTENANCE	24.47	25.04	25.61	26.17	26.74	27.31	27.88	28.45
335	H	PVH ADMINISTRATIVE ASST PVH ACTIVITY DIRECTOR PVH SOCIAL WORKER	ACCOUNTING OCCUPATIONAL THERAPY SOCIAL SERVICES	22.37	22.89	23.41	23.93	24.45	24.97	25.49	26.01
330	G	PVH FOOD SERVICE SUPERVISOR PVH MANAGER OF INFO SYSTEMS (Res 19-82) PVH LPN Res 19-135	DIETARY MEDICAL RECORDS LICENSED PRAC NURSES	20.26	20.73	21.20	21.68	22.15	22.62	23.09	23.56
325	F			18.16	18.59	19.01	19.43	19.85	20.28	20.70	21.12
320	E	FISCAL CLERK PVH MAINTENANCE WORKER PVH MEDICATION AIDE (Res. No. 18-69) PVH UNIT CLERK (7-17-18) PVH NURSING ADMIN ASST Res 19-135	ACCOUNTING MAINTENANCE LICENSED PRAC NURSES NURSING ASSISTANTS NURSING ASSISTANTS	16.06	16.44	16.81	17.19	17.56	17.93	18.31	18.68
315	D	PVH CNA NURSING ASSISTANT PVH CLERICAL ASSISTANT I (7-17-18) PVH HOUSEKEEPER LEAD PVH LEAD COOK (Res. No. 18-68) PVH UNIT CLERK	NURSING ASSISTANTS ADMINISTRATION HOUSEKEEPING DIETARY CBRF	13.97	14.29	14.62	14.94	15.27	15.59	15.92	16.24

[illegible]

STAFF AUTHORIZATION TABLE (as of: 17/Feb/2021)

DEPT CODE	DEPARTMENT	DIVISION/UNIT	POSITION TITLE	PAY GRADE	FLSA STATUS	WEEKLY CAPACITY	PERSONNEL - CATEGORY				
							REGULAR FULL-TIME	REGULAR PART-TIME	LIMITED TERM	RESERVE / CALL-IN / SEASONAL	CONTRACT / Lease
5115	Administration		County Administrator	By Res	Exempt	40	1.00	0.00	0.00	0.00	0.00
						TOTAL:	1.00	0.00	0.00	0.00	0.00
5245	Ambulance / Emergency Management		Emergency Medical Services / Emergency Management Director	K	Exempt	40	1.00	0.00	0.00	0.00	0.00
			Advanced Emergency Medical Tech (Admin)	E*F	Hourly	40	1.00	0.00	0.00	0.00	0.00
			Advanced Emergency Medical Tech (Training Officer)	E*F	Hourly	40	1.10	0.00	0.00	0.00	0.00
			Advanced Emergency Medical Technician	B*C	Hourly	40	4.00	4.00	0.00	0.00	0.00
			Ambulance Crew Member	\$20/call	Hourly		0.00	0.00	0.00	23.00	0.00
			Ambulance Driver	\$15/call	Hourly		0.00	0.00	0.00	3.00	0.00
			All Hazards Planner	Contract			0.00	0.00	0.00	0.00	1.00
						TOTAL:	7.10	4.00	0.00	26.00	1.00
5540	Child Support Office		Child Support Director	K	Hourly	40	1.00	0.00	0.00	0.00	0.00
			Child Support Worker	F	Hourly	40	1.00	0.00	0.00	0.00	0.00
			Child Support/Staff Attorney-Assistant Corporation Counsel	By Res	Exempt	40	0.20	1.00	0.00	0.00	0.00
						TOTAL:	2.20	1.00	0.00	0.00	0.00
5121	Clerk of Court		Clerk of Circuit Court	By Res	Elected		1.00	0.00	0.00	0.00	0.00
			Deputy Clerk of Court	G	Hourly	40	2.00	0.00	0.00	0.00	0.00
			Bailiff	B	Hourly		0.00	0.00	0.00	8.00	0.00
						TOTAL:	3.00	0.00	0.00	8.00	0.00
State	Circuit Court		Judge	By State	Elected	State	1.00	0.00	0.00	0.00	0.00
			Court Reporter	By State	Hourly	State	1.00	0.00	0.00	0.00	0.00
						TOTAL:	2.00	0.00	0.00	0.00	0.00
5127	Coroner		County Coroner	By Res	Elected	40	1.00	0.00	0.00	0.00	0.00
			Deputy Coroner	By Res	Hourly		0.00	0.00	0.00	5.00	0.00
						TOTAL:	1.00	0.00	0.00	5.00	0.00
5164	Corporation Counsel		Corporation Counsel	By Res	Exempt		0.00	1.00	0.00	0.00	0.00
			Child Support Administrator / Assistant Corporation Counsel	By Res	Appointed		0.00	1.00	0.00	0.00	0.00
						TOTAL:	0.00	2.00	0.00	0.00	0.00

5141	County Clerk	County Clerk	By Res	Elected		1.00	0.00	0.00	0.00	0.00
		Accounting Supervisor / Deputy County Clerk	J	Hourly	40	1.00	0.00	0.00	0.00	0.00
		Payroll & Benefits Specialist	H	Hourly	40	1.00	0.00	0.00	0.00	0.00
		Accounts Payable Specialist	G	Hourly	40	1.00	0.00	0.00	0.00	0.00
			TOTAL:			4.00	0.00	0.00	0.00	0.00
5194	Courthouse Maintenance	Maintenance Supervisor	I	Exempt	40	1.00	0.00	0.00	0.00	0.00
		Custodian	E	Hourly	40	1.00	0.00	0.00	0.00	0.00
			TOTAL:			2.00	0.00	0.00	0.00	0.00
5161	District Attorney	District Attorney	By State	Elected		1.00	0.00	0.00	0.00	0.00
		Assistant District Attorney	By State	Appointed	40	0.00	1.00	0.00	0.00	0.00
		Victim/Witness Coordinator	G	Hourly	40	1.00	0.00	0.00	0.00	0.00
		Legal Assistant	G	Hourly	40	1.00	0.00	0.00	0.00	0.00
			TOTAL:			3.00	1.00	0.00	0.00	0.00
5762	Economic Development	Economic Development Director	By Res	Exempt	40	1.00	0.00	0.00	0.00	0.00
			TOTAL:			1.00	0.00	0.00	0.00	0.00
5614	Fair & Recycling	Fair & Recycling Coordinator	D	Hourly	28	0.00	1.00	0.00	0.00	0.00
		Clerical	A	Hourly		0.00	0.00	1.00	0.00	0.00
		Fair Groundskeeper	B	Hourly		0.00	0.00	1.00	0.00	0.00
		Fair Judge	see note	Hourly		0.00	0.00	48.00	0.00	0.00
		Fair Cashier	\$7.25/hr	Hourly		0.00	0.00	3.00	0.00	0.00
		Fair Misc Worker	\$7.25/hr	Hourly		0.00	0.00	15.00	0.00	0.00
			TOTAL:			0.00	1.00	68.00	0.00	0.00
5124	Family Court	Family Court Commissioner	By Res	Exempt		0.00	1.00	0.00	0.00	0.00
			TOTAL:			0.00	1.00	0.00	0.00	0.00
	Health & Human Services									
5501		Director	R	Exempt	40	1.00	0.00	0.00	0.00	0.00
5501		Corporation Counsel	By Res	Exempt		0.00	1.00	0.00	0.00	0.00
5501	Administration & Building Operations	Admin & Building Operations Manager	J	Exempt	40	1.00	0.00	0.00	0.00	0.00
5501		Conf Administrative Secretary	G	Exempt	40	2.00	0.00	0.00	0.00	0.00
5504		Secretary (2-LONGTERM VACANCIES)	E	Hourly	40	2.00	0.00	0.00	0.00	0.00
5504		Spanish Translators	\$35/hr	Hourly		0.00	0.00	0.00	4.00	0.00
		Secretary (SWWDB Leased Position)	\$14.79/hr	Hourly	24	0.00	0.00	0.00	0.00	1.00
		Custodian (SWWDB Leased Position)	\$15.61/hr	Hourly	35	0.00	0.00	0.00	0.00	1.00
		Fill-In Custodian (SWWDB Leased Position)	\$15.00/hr	Hourly		0.00	0.00	0.00	0.00	1.00
5501	Business & Financial Services	Business & Financial Services Manager	M	Exempt	40	1.00	0.00	0.00	0.00	0.00
5504		Fiscal Specialist	F	Hourly	40	3.00	0.00	0.00	0.00	0.00
5507	Aging & Disability Resource Center	ADRC Manager	L	Exempt	40	1.00	0.00	0.00	0.00	0.00
5507		Information & Assistance Specialist	H	Exempt	40	3.00	0.00	0.00	0.00	0.00

5507		Clerical Assistant II	E	Hourly	40	1.00	0.00	0.00	0.00	0.00
5529		Disability Benefit Specialist	G	Exempt	40	1.00	0.00	0.00	0.00	0.00
5403		Elderly Benefit Specialist	G	Exempt	40	1.00	0.00	0.00	0.00	0.00
5563		Secretary	E	Hourly	40	1.00	0.00	0.00	0.00	0.00
5563		Driver/Escort Driver	A	Hourly		0.00	3.00	0.00	0.00	0.00
5477	Behavioral Health Services	Behavioral Health Services Manager	N	Exempt	40	1.00	0.00	0.00	0.00	0.00
5472		CCS Supervisor	M	Exempt	40	1.00	0.00	0.00	0.00	0.00
		Quality Coordinator (LONGTERM VACANCY)		Exempt	40	1.00	0.00	0.00	0.00	0.00
5457		CLTS & BT3 Supervisor	L	Exempt	40	1.00	0.00	0.00	0.00	0.00
		Early Intervention Special Educator (LONGTERM VACANCY)		Exempt	40	1.00	0.00	0.00	0.00	0.00
		Speech & Language Pathologist (LONGTERM VACANCY)		Exempt	28	0.00	1.00	0.00	0.00	0.00
		Occupational Therapist (LONGTERM VACANCY)		Exempt	28	0.00	1.00	0.00	0.00	0.00
5477		Business Systems Analyst	H	Exempt	40	1.00	0.00	0.00	0.00	0.00
5472		Mental Health Therapist	K	Exempt	40	5.00	0.00	0.00	0.00	0.00
5478		Substance Abuse Counselor	I	Exempt	40	1.00	0.00	0.00	0.00	0.00
5408		Treatment Court Coordinator	I	Exempt	40	1.00	0.00	0.00	0.00	0.00
5532		Adult Protective Services Worker	H	Exempt	40	1.00	0.00	0.00	0.00	0.00
5532		APS/Crisis Professional	H	Exempt	40	2.00	0.00	0.00	0.00	0.00
5459		CLTS & BT3 Case Manager	H	Exempt	40	1.00	0.00	0.00	0.00	0.00
5401		Psychiatric RN	K	Exempt	40	1.00	0.00	0.00	0.00	0.00
5472		Psychiatric RN	K	Exempt	40	1.00	0.00	0.00	0.00	0.00
		Psychiatric RN (SWWDB Leased Position)	\$23.93/hr	Exempt	20	0.00	0.00	0.00	0.00	1.00
		Crisis Case Worker (SWWDB Leased Position)	\$24.97/hr	Exempt	40	0.00	0.00	0.00	0.00	1.00
		Service Facilitator (SWWDB Leased Position)	\$19.77/hr	Exempt	40	0.00	0.00	0.00	0.00	3.00
		Rehabilitation Worker (SWWDB Leased Position)	\$20.05/hr	Hourly	10	0.00	0.00	0.00	0.00	1.00
5502	Child & Youth Services	Child & Youth Services Supervisor	K	Exempt	40	1.00	0.00	0.00	0.00	0.00
5502		Child & Youth Services Case Manager	H	Exempt	40	6.00	0.00	0.00	0.00	0.00
5502		Youth Aide Worker	G	Exempt	40	1.00	0.00	0.00	0.00	0.00
		Family Preservation Worker (Vacant SWWDB Leased Position)		Hourly	28	0.00	0.00	0.00	0.00	1.00
5503	Economic Support	Economic Support Manager	K	Exempt	40	1.00	0.00	0.00	0.00	0.00
5503		Economic Support Lead Worker	H	Exempt	40	1.00	0.00	0.00	0.00	0.00
5503		Economic Support Specialist	F	Hourly	40	13.00	0.00	0.00	0.00	0.00
5401	Public Health	Public Health Manager/Local Health Officer	N	Exempt	40	1.00	0.00	0.00	0.00	0.00
5401		Public Health Nurse (1-LONGTERM VACANCY)	K	Exempt	40	1.00	0.00	0.00	0.00	0.00
5401		Public Health Clinic Nurse	K	Exempt	40	1.00	0.00	0.00	0.00	0.00
		Health & Wellness Coordinator (LONGTERM VACANCY)	H	Exempt	40	1.00	0.00	0.00	0.00	0.00
5580		Nutrition Program Coordinator	G	Hourly	40	1.00	0.00	0.00	0.00	0.00
5583		Nutrition Site Worker	A	Hourly		0.00	5.00	0.00	0.00	0.00
5588		Nutrition Driver	A	Hourly		0.00	2.00	0.00	0.00	0.00
TOTAL:						65.00	13.00	0.00	4.00	10.00
5321	Highway	Commissioner	P	Exempt	40	1.00	0.00	0.00	0.00	0.00
		Bookkeeper	H	Hourly	40	1.00	0.00	0.00	0.00	0.00
		Clerk	F	Hourly	35	1.00	0.00	0.00	0.00	0.00
		Patrol Superintendent	K	Exempt	40	2.00	0.00	0.00	0.00	0.00
		Parts Manager/Shop Clerk	H	Hourly	40	1.00	0.00	0.00	0.00	0.00
		Lead Paving Foreman	I	Hourly	40	1.00	0.00	0.00	0.00	0.00
		Lead Shop Foreman	I	Hourly	40	1.00	0.00	0.00	0.00	0.00
		Lead Grade Foreman	I	Hourly	40	1.00	0.00	0.00	0.00	0.00
		Sign Foreman	G	Hourly	40	1.00	0.00	0.00	0.00	0.00
		Assistant Shop Foreman	H	Hourly	40	1.00	0.00	0.00	0.00	0.00

		Mechanic	G	Hourly	40	1.00	0.00	0.00	0.00	0.00
		Equipment Operator/Patrolman	G	Hourly	40	18.00	0.00	0.00	4.00	0.00
		Seasonal	A	Hourly		0.00	0.00	2.00	0.00	0.00
					TOTAL:	30.00	0.00	2.00	4.00	0.00
5741	Land Conservation	County Conservationist	L	Exempt	35	1.00	0.00	0.00	0.00	0.00
		Secretary	E	Hourly	35	1.00	0.00	0.00	0.00	0.00
5750		Conservation Technician	H	Hourly	35	2.00	0.00	0.00	0.00	0.00
					TOTAL:	4.00	0.00	0.00	0.00	0.00
5182	Management Information Systems	Management Information Systems Director	M	Exempt	40	1.00	0.00	0.00	0.00	0.00
		MIS Administrator	J	Hourly	40	1.00	0.00	0.00	0.00	0.00
		MIS Assistant	F	Hourly	40	1.00	0.00	0.00	0.00	0.00
					TOTAL:	3.00	0.00	0.00	0.00	0.00
	Pine Valley Community Village									
5434		<i>Administration</i> Nursing Home Administrator	P	Exempt	40	1.00	0.00	0.00	0.00	0.00
		Human Resources Director	J	Exempt	40	1.00	0.00	0.00	0.00	0.00
		Nursing Admin Assistant	E	Hourly	36	1.00	0.00	0.00	0.00	0.00
5433		Manager of Informational Services	G	Hourly	40	1.00	0.00	0.00	0.00	0.00
5432		Administrative Assistant	H	Hourly	40	1.00	0.00	0.00	0.00	0.00
		Fiscal Clerk	E	Hourly	40	1.00	0.00	0.00	0.00	0.00
		Fiscal Clerk	E	Hourly	36	1.00	0.00	0.00	0.00	0.00
5420		<i>Nursing</i> Director of Nursing	M	Exempt	40	1.00	0.00	0.00	0.00	0.00
5421		RN Manager	L	Hourly	40	2.00	0.00	0.00	0.00	0.00
		RN Supervisor	K	Hourly	40	3.00	0.00	0.00	0.00	0.00
		Registered Nurse	J	Hourly	38.75	5.00	0.00	0.00	0.00	0.00
		Registered Nurse	J	Hourly	27	0.00	1.00	0.00	0.00	0.00
		Registered Nurse	By Res	Hourly		0.00	0.00	0.00	12.00	0.00
5422		LPN	G	Hourly	38.75	3.00	0.00	0.00	0.00	0.00
		LPN	G	Hourly	27	0.00	1.00	0.00	0.00	0.00
		LPN	By Res	Hourly		0.00	0.00	0.00	6.00	0.00
5423		CNA Nursing Assistant	D	Hourly	38.75	34.00	0.00	0.00	0.00	0.00
		CNA Nursing Assistant	D	Hourly	27	0.00	2.00	0.00	0.00	0.00
		CNA Nursing Assistant	D	Hourly	23.25	0.00	1.00	0.00	0.00	0.00
		CNA Nursing Assistant	By Res	Hourly		0.00	0.00	0.00	28.00	0.00
		Unit Clerk	E	Hourly	38.75	2.00	0.00	0.00	0.00	0.00
		Resident Assistant	B	Hourly		0.00	0.00	0.00	5.00	0.00
		<i>Activities</i> Activity Director	Contract			0.00	0.00	0.00	0.00	1.00
5424		Activity Aide	C	Hourly	40	1.00	0.00	0.00	0.00	0.00
		Activity Aide	C	Hourly	36	1.00	0.00	0.00	0.00	0.00
		Activity Aide	C	Hourly	27	0.00	1.00	0.00	0.00	0.00
		Activity Aide	C	Hourly		0.00	0.00	0.00	1.00	0.00
5425		<i>Social Work</i> Social Services Supervisor	J	Exempt	40	1.00	0.00	0.00	0.00	0.00
		Social Worker	H	Hourly	40	1.00	0.00	0.00	0.00	0.00
5427		<i>Dietary</i> Food Service Supervisor	G	Exempt	40	1.00	0.00	0.00	0.00	0.00
		Lead Cook	D	Hourly	38.75	1.00	0.00	0.00	0.00	0.00
		Cook I	B	Hourly	38.75	1.00	0.00	0.00	0.00	0.00
		Food Service Worker II	B	Hourly	38.75	7.00	0.00	0.00	0.00	0.00
		Food Service Worker II	B	Hourly	23.25	0.00	1.00	0.00	0.00	0.00
		Food Service Worker II	B	Hourly		0.00	0.00	0.00	6.00	0.00
5428		<i>Maintenance</i> Maintenance Supervisor	I	Exempt	40	1.00	0.00	0.00	0.00	0.00

5429	CBRF	Maintenance Worker	E	Hourly	38.75	2.00	0.00	0.00	0.00	0.00	
		Unit Clerk	D	Hourly	38.75	1.00	0.00	0.00	0.00	0.00	
		Personal Care Worker	B	Hourly	38.75	2.00	0.00	0.00	0.00	0.00	
		Personal Care Worker	B	Hourly	31	0.00	2.00	0.00	0.00	0.00	
		Personal Care Worker	B	Hourly	27	0.00	3.00	0.00	0.00	0.00	
		Personal Care Worker	B	Hourly	23.25	0.00	2.00	0.00	0.00	0.00	
5430	Housekeeping	Housekeeper	A	Hourly	38.75	6.00	0.00	0.00	0.00	0.00	
		Housekeeper	A	Hourly	27	0.00	1.00	0.00	0.00	0.00	
		Housekeeper	A	Hourly		0.00	0.00	0.00	2.00	0.00	
5431		Laundry Worker	A	Hourly	38.75	1.00	0.00	0.00	0.00	0.00	
						TOTAL:	84.00	15.00	0.00	60.00	1.00
5171	Register of Deeds	Register of Deeds	By Res	Elected		1.00	0.00	0.00	0.00	0.00	
		Deputy Register of Deeds	F	Hourly	35	1.00	0.00	0.00	0.00	0.00	
						TOTAL:	2.00	0.00	0.00	0.00	0.00
5120	Register in Probate	Register in Probate/Judicial Assistant/Juvenile Clerk	I	Hourly	35	1.00	0.00	0.00	0.00	0.00	
		Deputy Clerk of Circuit Court / Register in Probate Assistant	G	Hourly	35	1.00	0.00	0.00	0.00	0.00	
						TOTAL:	1.00	0.00	0.00	0.00	0.00
5210	Sheriff	Administration	Sheriff	By Res	Elected		1.00	0.00	0.00	0.00	0.00
			Chief Deputy	N	Exempt	40	1.00	0.00	0.00	0.00	0.00
			Road Patrol Lieutenant	M	Exempt	40	1.00	0.00	0.00	0.00	0.00
			Office Manager/Conf Secretary	H	Hourly	40	1.00	0.00	0.00	0.00	0.00
			Clerical Assistant II	F	Hourly	40	1.00	0.00	0.00	0.00	0.00
5211	Road Patrol	Investigator	CBA	Hourly	6//3	1.00	0.00	0.00	0.00	0.00	
		Patrol Sergeant	CBA	Hourly	6//3	3.00	0.00	0.00	0.00	0.00	
		Deputy	CBA	Hourly	6//3	10.00	0.00	0.00	0.00	0.00	
		Deputy (Reserve)	G	Hourly		0.00	0.00	0.00	8.00	0.00	
		Translator	\$35/hr	Hourly		0.00	0.00	0.00	5.00	0.00	
5251	Jail/Dispatch	Dispatch/Jailer Sergeant	I	Hourly	6//3	2.00	0.00	0.00	0.00	0.00	
		Dispatch/Jailer	H	Hourly	6//3	12.00	0.00	0.00	0.00	0.00	
		Dispatch/Jailer (Reserve)	G	Hourly		0.00	0.00	0.00	8.00	0.00	
						TOTAL:	33.00	0.00	0.00	21.00	0.00
5172	Surveyor	County Surveyor	By Res	Contract		0.00	0.00	0.00	0.00	0.10	
						TOTAL:	0.00	0.00	0.00	0.00	0.10
5682	Symons Rec Complex	Director	J	Exempt	40	1.00	0.00	0.00	0.00	0.00	
		Assistant Director	F	Hourly	40	1.00	0.00	0.00	0.00	0.00	
		Maintenance	G	Hourly	40	1.00	0.00	0.00	0.00	0.00	
		Custodian	A	Hourly	40	0.00	1.00	0.00	0.00	0.00	
		Receptionist	A	Hourly	40	0.00	11.00	0.00	0.00	0.00	
		Weight Training Instructor	aa	Hourly		0.00	1.00	0.00	0.00	0.00	
		Land Aerobics Instructor	E	Hourly		0.00	10.00	0.00	0.00	0.00	
		Lifeguard Instructor	E	Hourly		0.00	1.00	0.00	0.00	0.00	
		Water Safety Instructor	E	Hourly		0.00	4.00	0.00	0.00	0.00	
		Racquetball Instructor	aa	Hourly		0.00	1.00	0.00	0.00	0.00	

		Lifeguard	ab	Hourly		0.00	0.00	25.00	0.00	0.00
					TOTAL:	3.00	29.00	25.00	0.00	0.00
5156	Treasurer	County Treasurer	By Res	Elected		1.00	0.00	0.00	0.00	0.00
		Deputy Treasurer	F	Hourly	40	1.00	0.00	0.00	0.00	0.00
5154		Property Tax Lister	G	Hourly	40	1.00	0.00	0.00	0.00	0.00
					TOTAL:	3.00	0.00	0.00	0.00	0.00
5670	UW-Extension	Area Director	State	Exempt		0.00	0.00	0.00	0.00	0.20
		Clerical Assistant II	E	Hourly	35	1.00	0.00	0.00	0.00	0.00
		Administrative Secretary	E	Hourly	28	0.00	1.00	0.00	0.00	0.00
		4-H Coordinator	State	Hourly		0.00	0.00	0.00	0.00	1.00
		Human Development and Relationships	State	Hourly		0.00	0.00	0.00	0.00	0.80
		Agriculture Educator	State	Hourly		0.00	0.00	0.00	0.00	0.50
		FoodWise Coordinator	State	Hourly		0.00	0.00	0.00	0.00	0.27
		FoodWise Educator	State	Hourly		0.00	0.00	0.00	0.00	0.73
					TOTAL:	1.00	1.00	0.00	0.00	3.50
5678	UW Food Service	UW Food Service Supervisor	H	Exempt	40	1.00	0.00	0.00	0.00	0.00
		UW Food Services (Supervisor Assistant)	E	Hourly	40	1.00	0.00	0.00	0.00	0.00
		Cafeteria Worker	aa	Hourly		0.00	0.00	0.00	1.00	0.00
		Food Service Workers	\$7.25	Hourly		0.00	0.00	0.00	7.00	0.00
					TOTAL:	2.00	0.00	0.00	8.00	0.00
5550	Veterans Service	Veterans Service Officer	I	Exempt	35	1.00	0.00	0.00	0.00	0.00
		Veterans Benefits Specialist	G	Hourly	20.5	0.00	1.00	0.00	0.00	0.00
					TOTAL:	1.00	1.00	0.00	0.00	0.00
5183	Zoning & Sanitation Land Information	Zoning Administrator	L	Exempt	40	1.00	0.00	0.00	0.00	0.00
		Zoning GIS Tech/Assistant	G	Hourly	40	1.00	0.00	0.00	0.00	0.00
		Zoning Office System Tech	F	Hourly	40	1.00	0.00	0.00	0.00	0.00
					TOTAL:	3.00	0.00	0.00	0.00	0.00

Yellow = Recent County Board Changes

RICHLAND COUNTY 2021 AUTHORIZED POSITION COUNT

Total Regular Full-time (FT) Positions	261	
Total Regular Part-time (PT) Positions	69	330
Total Limited Term Employee (LTE) Positions	95	
Total Reserve/Call-in Positions	132	
Total Contracted Positions	16	
TOTAL RICHLAND COUNTY Positions	573	

Richland County Committee

Agenda Item Cover

Agenda Item Name: Salaried vs. Hourly Employees

Department	County Board	Presented By:	Marc Couey
Date of Meeting:	25 Mar 2021	Action Needed:	
Disclosure:	Open Session	Authority:	Committee Structure (L)
Date submitted:	24 Mar 2021	Referred by:	

Recommendation and/or action language:

n/a

Background: *(preferred one page or less with focus on options and decision points)*

At a previous meeting, Supervisor Couey requested a discussion on salaried vs. hourly employees. The attached wage structure shows which employees are currently salaried vs. hourly.

Attachments and References:

Attachment A – Wage Structure	
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Financial Review:

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input checked="" type="checkbox"/>	No financial impact		

(summary of current and future impacts)

~ Pending action

Approval:

Review:

Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)

-

Richland County Finance and Personnel Committee

Agenda Item Cover

Agenda Item Name: 2021 Adopted Budget Document

Department	County Board	Presented By:	Shaun Murphy-Lopez
Date of Meeting:	March 25 th , 2021	Action Needed:	Vote
Disclosure:	Open	Authority:	Committee Structure D
Date submitted:	March 23 rd , 2021	Referred by:	n/a

Recommendation and/or action language:

Recommend a motion to receive and file the attached 2021 adopted budget document, and direct MIS staff to post it on the County's website along with the 2020 adopted budget document.

Background:

During the 2021 budget setting process, the Finance and Personnel Committee prioritized adjustments to the Administrator's proposed budget but did not review a document which compared the 2020 adopted budget with the 2021 adopted budget. Recently this comparison document was received by the Finance & Personnel Committee Chair from the Administrator, who received it from the County Clerk. The committee is requested to review this document, ask questions, and suggest changes for the 2022 budget setting process. It is also recommended that the committee direct MIS staff to post it on a special budget page on our website, along with the 2020 adopted budget document (already on the County's home website page).

Attachments and References:

Attachment A: 2021 Adopted Budget	Attachment B: 2020 Adopted Budget
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Financial Review:

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input checked="" type="checkbox"/>	No financial impact		

(summary of current and future impacts)

Approval:

Review:

Department Head

Administrator, or Elected Office (if applicable)

	2020 LEVY	2021 LEVY	PLUS OR MINUS	
Department				
Animal Control-Dog License Fees	10,250.00	10,525.00	275.00	
Child Support Program	33,171.21	11,758.75	-21,412.46	
Circuit Court	177,947.66	114,687.73	-63,259.93	
Conservation Planner Technician	23,566.14	0.00	-23,566.14	
Contingency	0.00	410,089.50	410,089.50	
Coroner	27,500.00	45,850.00	18,350.00	
Corporation Counsel	61,731.76	61,731.76	0.00	
County Board	60,000.00	60,000.00	0.00	
County Administrator	145,000.00	129,975.60	-15,024.40	
County Clerk	325,852.26	326,268.42	416.16	
County Parks	38,429.12	38,127.00	-302.12	
County Treasurer	161,131.09	162,856.43	1,725.34	
Courthouse	212,315.55	212,976.79	661.24	
Courthouse Repair Outlay	40,000.00	20,000.00	-20,000.00	
Debt Service	2,138,550.82	3,641,491.86	1,502,941.04	
District Attorney	111,742.40	111,742.40	0.00	
Economic Development	72,000.00	73,201.59	1,201.59	
Elections	30,000.00	30,000.00	0.00	
Emergency Government	39,459.05	38,014.19	-1,444.86	
Fairs and Exhibits	29,500.00	15,000.00	-14,500.00	
Family Court Commissioner	29,553.00	29,553.19	0.19	
Health and Human Services	942,155.98	822,156.00	-119,999.98	
Highway	1,813,500.00	1,663,500.00	-150,000.00	
Management Information Systems	230,955.40	264,917.33	33,961.93	
Institutional Costs Funds	1,009,619.00	1,009,619.00	0.00	
Land Conservation	124,156.49	109,654.89	-14,501.60	
Local Emergency Planning Committee	4,139.00	9,274.01	5,135.01	
Property Lister	65,661.61	84,986.17	19,324.56	
Register of Deeds	13,241.30	33,184.68	19,943.38	
Register in Probate	125,324.92	185,297.26	59,972.34	
Sheriff's Department	3,224,138.00	3,305,123.00	80,985.00	
911 Outlay	50,000.00	50,000.00	0.00	
Soil Conservation Cost Sharing	5,000.00	5,000.00	0.00	
Surveyor	3,900.00	3,900.00	0.00	
Symons Recreation Complex	34,291.50	34,291.50	0.00	
University Extension	191,518.95	183,535.67	-7,983.28	
UW Food Service	0.00	60,000.00	60,000.00	
UW-Richland Outlay	80,000.00	60,000.00	-20,000.00	
Veterans Service Office	93,097.01	102,473.76	9,376.75	
Videoconferencing	4,000.00	4,000.00	0.00	
Watershed Maintenance	2,000.00	2,000.00	0.00	
Zoning	-42,393.57	-172,807.43	-130,413.86	
General	-2,888,047.68	-2,870,069.14	17,978.54	
TOTALS	8,853,957.97	10,493,886.91	1,639,928.94	

BUDGET FOR 2020			
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY

Ambulance Service	452,970.11		
Ambulance Maintenance - Municipalities	3,000.00		
Uncollectable Ambulance Bills	252,773.55		
Payments from Municipalities		126,990.00	
Ambulance Fees		581,753.66	0.00
Emergency Government	67,391.05		
State Aid-Emergency Government		27,932.00	39,459.05
Local Emergency Planning Committee	20,854.00		
State Aid-Local Emergency Planning Comm.		7,893.00	
State Aid-Haz Mat Grant		8,822.00	4,139.00
Ambulance Equipment & Training Outlay	5,249.70		
State Aid-Ambulance Equipment & Training		5,249.70	0.00

Child Support Program	211,745.51		
Child Support -- Sheriffs Fees		1,290.00	
Child Support -- Court Costs		20.00	
Child Support - Genetic Tests		1,290.00	
State Aid-Child Support Agency		172,974.30	
State Aid-Child Support MSL		3,000.00	33,171.21

Circuit Court	413,657.66		
State Aid-Circuit Court Support Payment		73,000.00	
County Ordinance Fines		50,000.00	
County Share of State Fines and Forfeitures		20,000.00	
Ignition Interlock Device		1,600.00	
Circuit Court Fees and Costs		73,000.00	
Attorney Fees Reimbursement		16,000.00	
Jury Fees Reimbursement		800.00	
Juvenile Legal Fees Reimbursement		300.00	
Interpreter Fees Reimbursement		700.00	
Witness Fees Reimbursement		50.00	
Court Restitution Surcharge		60.00	
Occupational Drivers License Fee		80.00	
Interest on Circuit Court Investments		120.00	177,947.66
Court Mediation Service	5,000.00		
Court Mediation Fees		4,000.00	
Mediation/Marriage License Fees		1,000.00	0.00
Videoconferencing	4,000.00		4,000.00

BUDGET FOR 2021		
BUDGETED EXPENSES	BUDGETED REVENUES	LEVY

588,424.50		
3,000.00		
284,780.05		
	126,990.00	
	749,214.55	0.00
65,903.19		
	27,889.00	38,014.19
24,559.80		
	7,950.00	
	7,335.79	9,274.01
5,249.70		
	5,249.70	0.00

170,662.75		
	500.00	
	20.00	
	500.00	
	157,134.00	
	750.00	11,758.75

344,253.73		
	78,000.00	
	40,000.00	
	18,000.00	
	1,300.00	
	73,000.00	
	18,000.00	
	700.00	
	300.00	
	0.00	
	16.00	
	60.00	
	80.00	
	110.00	114,687.73
5,000.00		
	4,000.00	
	1,000.00	0.00
4,000.00		4,000.00

BUDGET FOR 2020				BUDGET FOR 2021		
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
Register in Probate	131,624.92			191,597.26		
Register in Probate Fees		6,300.00	125,324.92		6,300.00	185,297.26
Coroner	37,500.00			55,850.00		
Coroner Fees		10,000.00	27,500.00		10,000.00	45,850.00
Contingency Fund				410,089.50		410,089.50
Corporation Counsel	61,731.76		61,731.76	61,731.76		61,731.76
County Board	60,000.00		60,000.00	60,000.00		60,000.00
County Administrator	145,000.00		145,000.00	129,975.60		129,975.60
County Clerk	317,672.26			318,188.42		
Data Processing	5,500.00			5,000.00		
Automated Mail Machine	3,200.00			3,600.00		
County Clerk's Fees		500.00			500.00	
Sale Of Platbooks		20.00	325,852.26		20.00	326,268.42
Elections	30,000.00		30,000.00	30,000.00		30,000.00
County Treasurer	153,731.09			155,456.43		
Tax Delinquent Parcels	3,000.00			3,000.00		
Checking Account Fees	1,200.00			1,200.00		
County Owned Real Estate	4,300.00			4,300.00		
Treasurers Fees		100.00			100.00	
Treasurer-Ag Use Value Penalty		1,000.00	161,131.09		1,000.00	162,856.43
Courthouse	212,315.55		212,315.55	212,976.79		212,976.79
Courthouse Repair Outlay	40,000.00		40,000.00	20,000.00		20,000.00
Principal - 2020 Capital Projects Bond	0.00			275,000.00		
Principal - Prior Service Refunding Bonds	200,000.00			225,000.00		
Principal - Capital Projects GO Refund	160,000.00			430,000.00		
Principal - Pine Valley Notes - 8/10/15	250,000.00			250,000.00		
Principal - Pine Valley Bonds - 8/10/15	260,000.00			280,000.00		
Principal - Pine Valley Notes - 3/15/16	410,000.00			410,000.00		

BUDGET FOR 2020			
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
Principal - Short Term Borrowing			
Principal - State Trust Fund Loan Car	10,258.67		
Principal - State Trust Fund Loan Highway	128,850.99		
Principal - State Trust Fund Loan Campus	67,669.18		
Principal - State Trust Fund Loan 911	46,290.41		
Interest - 2020 Capital Projects Bond	0.00		
Interest - Prior Service Refunding Bonds	58,702.50		
Interest - Capital Projects Refunding Bond	53,912.50		
Interest - Pine Valley G.O. Notes 8/10/15	23,187.50		
Interest - Pine Valley Bonds 8/10/15	308,100.00		
Interest - Pine Valley Notes 3/15/16	231,625.00		
Interest - Short Term Borrowing			
Interest - State Trust Fund Loan Car	626.52		
Interest - State Trust Fund Loan Highway	40,961.23		
Interest - State Trust Fund Loan Campus	6,293.00		
Interest - State Trust Fund Loan 911	9,361.64		
Reporting Requirements	400.00		
Debt Service Fund Surplus Applied		127,688.32	2,138,550.82

BUDGET FOR 2021		
BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
1,050,000.00		
10,568.15		
0.00		
0.00		
0.00		
85,690.00		
20,425.00		
60,450.00		
17,437.50		
302,000.00		
221,375.00		
2,829.17		
317.04		
0.00		
0.00		
0.00		
400.00		
	0.00	3,641,491.86

District Attorney	131,742.40		
State Aid-Victim Witness Program		20,000.00	111,742.40

131,742.40		
	20,000.00	111,742.40

Economic Development	130,000.00		
Economic Development-City Share		58,000.00	72,000.00

121,558.97		
	48,357.38	73,201.59

Fairs and Exhibits	121,128.05		
State Aid-Fairs and Exhibits		6,413.05	
Fairs and Exhibits Revenues		85,215.00	29,500.00
Fairgrounds Donations	1,500.00		
Fairgrounds Donations		1,500.00	0.00
Solid Waste and Recycling Program	98,700.00		
State Aid-Solid Waste and Recycling		98,700.00	0.00
Clean Sweep Program			
State Aid - Clean Sweep - Household			
State Aid - Clean Sweep - Agricultural			
Clean Sweep Program Revenues			

120,495.99		
	0.00	
	105,495.99	15,000.00
3,000.00		
	3,000.00	0.00
98,700.00		
	98,700.00	0.00
15,000.00		
	9,000.00	
	3,000.00	
	3,000.00	0.00

Family Court Commissioner	29,553.00		29,553.00
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29,553.19		29,553.19
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BUDGET FOR 2020				BUDGET FOR 2021		
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
Health and Human Services	5,983,240.30			5,964,844.92		
Health and Human Services Revenues		2,263,689.65			2,088,093.78	
State Aid-Health and Human Services		2,864,400.42	855,150.23		3,120,266.89	756,484.25
Health Department Grants	62,472.13			45,510.20		
State Aid-Health Department Grants		49,587.00			37,587.00	
Health Department Revenues		12,885.13	0.00		7,923.20	0.00
CAU - Elderly Services (SCSP)	232,650.35			231,327.47		
State Aid-Elderly Services/Transport (SCSP)		100,775.54			114,565.11	
CAU - Driver Escort Donations		99,277.81	32,597.00		86,409.35	30,353.01
Nutrition Program	239,193.10			234,338.33		
State Aid-Nutrition Program		105,503.00			127,699.84	
Nutrition Program Revenues		79,281.35	54,408.75		71,319.75	35,318.74
Resource Center	376,724.07			375,370.30		
State Aid-Resource Center		376,724.07	0.00		375,370.30	0.00
Highway Administration	231,000.00			231,000.00		
County Trunk Highway System	3,482,714.85			3,395,219.78		
Bridge Construction on CTHS	140,000.00			140,000.00		
Bridge Construction - Local	25,428.80			69,442.08		
State Aid-County Trunk Highway System		613,451.10			569,969.31	
Machinery Revenue		1,452,192.55	1,813,500.00		1,602,192.55	1,663,500.00
Management Information Systems	230,955.40		230,955.40	264,917.33		264,917.33
Adult Institutional Costs Fund	482,278.00			482,278.00		
Child Institutional Costs Fund	527,341.00		1,009,619.00	527,341.00		1,009,619.00
Land Conservation	131,345.19			166,947.73		
State Aid-Land Conservation		2,763.70			52,867.84	
State Aid-Wildlife Damage Administration		425.00			425.00	
Compliance Certificate Fee		4,000.00	124,156.49		4,000.00	109,654.89
Watershed Maintenance	2,000.00		2,000.00	2,000.00		2,000.00
Conservation Planner Technician	113,665.44			46,035.16		
State Aid-Conservation Planner Technician		90,099.30	23,566.14		46,035.16	0.00
Wildlife Damage Management Fund	15,000.00			15,000.00		
State Aid-Wildlife Damage Management		15,000.00	0.00		15,000.00	0.00
Soil Conservation Cost Sharing	45,000.00			45,000.00		
State Aid-Soil Conservation Cost Sharing		40,000.00	5,000.00		40,000.00	5,000.00
Ash Creek Community Forest	2,000.00			2,000.00		

BUDGET FOR 2020			
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
Ash Creek Community Forest		2,000.00	0.00
Nursery Stock	1,500.00		
Land Conservation - Nursery Stock		2,000.00	0.00
Snowmobile Trails and Areas	38,700.00		
State Aid-Snowmobile Trails		38,700.00	0.00
County Parks	38,429.12		38,429.12
County Parks Revenues			

Pine Valley	9,495,123.00		
Pine Valley Community Village Revenues		9,495,123.00	0.00

Property Lister	65,661.61		65,661.61
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Register of Deeds	143,241.30		
Register of Deeds Fees		90,000.00	
Real Estate Transfer Fees		40,000.00	13,241.30

Sheriff's Administration	448,949.00		
Sheriff's Department	1,480,501.00		
Police Radio	38,766.00		
County Jail	1,337,922.00		
Sheriff's Department Uniform Allowances	20,000.00		
Special Investigations	2,000.00		
State Aid-Probation and Parole Housing		7,000.00	
Prisoner Aid In Lieu Of Social Security		3,200.00	
State Aid-Police Training		6,000.00	
State Aid-DNA Testing		800.00	
Federal Aid-Bullet Proof Vests		800.00	
Sheriffs Civil Process Fees		20,000.00	
Electronic Monitoring Program Fees		40,000.00	
Board of Prisoners (Huber)		9,700.00	
Sheriff's Telephone Revenues		15,000.00	
Sheriff's Copies Revenue		1,500.00	3,224,138.00
911 Outlay	50,000.00		50,000.00
Animal Control	14,750.00		
Dog License Fees		4,500.00	10,250.00

Surveyor	3,900.00		3,900.00
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BUDGET FOR 2021		
BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
	2,000.00	0.00
900.00		
	900.00	0.00
40,000.00		
	40,000.00	0.00
38,927.00		
	800.00	38,127.00

9,890,311.00		
	9,890,311.00	0.00

84,986.17		84,986.17
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163,184.68		
	90,000.00	
	40,000.00	33,184.68

444,783.00		
1,554,474.00		
46,190.00		
1,333,676.00		
20,000.00		
0.00		
	7,000.00	
	3,200.00	
	6,000.00	
	800.00	
	800.00	
	20,000.00	
	30,000.00	
	9,700.00	
	15,000.00	
	1,500.00	3,305,123.00
50,000.00		50,000.00
14,825.00		
	4,300.00	10,525.00

3,900.00		3,900.00
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BUDGET FOR 2020			
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
Symons Recreation Complex	490,083.00		
Symons Recreation Complex Fees		421,500.00	
Pool Operations - City Share		34,291.50	34,291.50

University Extension & Agents	191,518.95		
Extension Office Revenues			191,518.95

UW-Richland Food Service	200,000.00		
UW Richland Food Service Revenues		200,000.00	0.00

UW-Richland Outlay	80,000.00		80,000.00
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Veterans Service Office	78,805.73		
Veterans Service Grant	8,500.00		
Soldiers and Sailors Fund	6,391.28		
Care of Veterans Graves	7,900.00		
State Aid-Veterans Service		8,500.00	93,097.01

Zoning	103,661.43		
Compliance Certificate		0.00	
Sanitary Permit Fees		35,000.00	
Land Use Permits		18,250.00	
Zoning Permits		15,350.00	
Soil Testing Fees		6,250.00	
Sanitary Maintenance Filing Fee		45,000.00	
Land Division Fees		1,080.00	
Non-Metallic Mining Fees		20,400.00	
Mapping and Data Base Fees		2,000.00	
County Address Signs		2,725.00	-42,393.57
Failing Septic Systems	40,000.00		
State Aid - Failing Septic Systems		40,000.00	0.00
Land Records	25,000.00		
Land Records Fees		25,000.00	0.00
Land Records Information Grant	75,000.00		
State Aid-Land Information Grant		75,000.00	

Independent Auditing	21,000.00		
Special Accounting - Indirect Cost Study	4,100.00		
Internet/Bandwidth Access	3,050.00		

BUDGET FOR 2021		
BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
480,815.00		
	412,232.00	
	34,291.50	34,291.50

183,535.67		
		183,535.67

189,842.32		
	129,842.32	60,000.00

60,000.00		60,000.00
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88,182.48		
8,500.00		
6,391.28		
7,900.00		
	8,500.00	102,473.76

103,247.57		
	0.00	
	35,000.00	
	18,250.00	
	15,350.00	
	6,250.00	
	45,000.00	
	1,080.00	
	20,400.00	
	2,000.00	
	2,725.00	-42,807.43
0.00		
	0.00	0.00
25,000.00		
	25,000.00	0.00
75,000.00		
	205,000.00	-130,000.00

23,500.00		
4,100.00		
3,050.00		

BUDGET FOR 2020				BUDGET FOR 2021		
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
Property and Liability Insurance	26,500.00			30,350.00		
Workers Compensation Insurance	14,500.00			15,000.00		
Labor Attorney	2,000.00			2,000.00		
Public Official Bond	0.00			3,379.00		
County Wellness Program	2,000.00			2,000.00		
Fire Suppression (State Special Charges)	1,320.00					
Charitable & Penal (State Special Charges)	188.68			188.68		
Tri-County Airport	20,199.00			20,199.00		
Libraries	190,695.85			204,363.97		
Regional Planning Commission	16,668.91			17,335.66		
Regional Planning - EDA Grant	0.00			12,500.00		
Neighborhood Housing Services	7,500.00			7,500.00		
Chamber of Commerce	4,000.00			4,000.00		
Computer Outlay	10,000.00			10,000.00		
County Sales Tax		1,250,000.00			1,250,000.00	
Interest on Taxes		100,000.00			100,000.00	
Managed Forest and Forest Crop Taxes		75,000.00			75,000.00	
State Shared Revenues		1,220,774.99			1,222,329.61	
State Aid-Exempted Business Computers		10,866.45			10,866.45	
State Aid-Personal Property		18,783.88			13,920.71	
Payment in Lieu of Taxes-DNR		44,482.00			44,000.00	
MFL Resource Aid Payment-DNR		27,158.36			27,423.08	
Large Group Gathering Fee		1,500.00			0.00	
Indirect Administration Cost Study Revenues		84,120.00			84,120.00	
State Aid-DNR-County Parks		1,500.00			0.00	
County Farm Lease		1,875.60			1,875.60	
General Revenues		1,000.00			1,000.00	
Other Miscellaneous Revenues		15,000.00			15,000.00	
Prior Years Ambulance Collections		2,000.00			2,000.00	
Pine Valley Fund Surplus Applied		0.00			342,000.00	
Redaction Fees Fund Surplus Applied		0.00			20,000.00	
General Fund Surplus Applied		237,708.84			0.00	
Interest on General Fund Investments		120,000.00	-2,888,047.68		20,000.00	-2,870,069.14

TOTAL LEVY	32,555,314.24	23,701,856.27	8,853,957.97	34,832,951.67	24,339,064.76	10,493,886.91
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Richland County 2020 Budget

Proposed Capital improvement Borrowing

\$124,500	Technology-County Board I Pads, computers/servers replacement, video conferencing
\$38,000	Parks-13,000 well/25,000 gravel for bike trail
\$60,000	Courthouse -cleaning equipment/windows/carpet
\$20,000	Emergency Man.- shed for command post
\$105,000	Fair- electrical/lighting for grandstands
\$634,000	Roof Replacements/repairs-HHS Bld. UWP Campus
\$800,000	Highway- new asphalt 6.5 miles
\$234,000	Vehicles- Sheriff's cars/trucks/van
\$65,000	Symons—plaster, rubber roof, tile drains
\$10,000	Construction of office for administrator
\$125,000	misc. equipment-from various budgets
\$25,000	Security window-for child support office
\$100,000	Dam repair-Land Conservation
\$25,000	AED's for squad cars
<u>\$600,000</u>	Ambulance Garage

\$2,965,500 TOTAL

2020 Budget - New Equipment		
Amount	Department	Propose
\$ 1,000.00	Circuit Court	
\$ 500.00	Coroner	
\$ 300.00	Property Lister	Memory and Battery Backup
\$ 700.00	Treasurer	
\$ 2,000.00	District Attorney	
\$ 220.00	Register of Deeds	
\$ 10,000.00	MIS	Computers, Printers, Networking
\$ 7,500.00	MIS	Computer Maintenance and Upgrades
\$ 20,000.00	MIS	
\$ 2,000.00	MIS	Computer Software
\$ 800.00	Zoning	
\$ 5,000.00	Courthouse	Heat Pump
\$ 30,000.00	Sheriff	Computer Upgrades
\$ 1,000.00	Sheriff	Crime Scene Equipment
\$ 25,000.00	Sheriff	
\$ 8,000.00	Police Radio	
\$ 1,100.00	Emergency Government	
\$ 4,000.00	Jail	
\$ 400.00	Veteran Service	
\$ 1,000.00	Extension	
\$ 1,178.00	LEPC	
\$ 500.00	Fair	
\$ 122,198.00	TOTAL	

	2019 LEVY	2020 PROPOSED LEVY	PLUS OR MINUS	
Department				
Ambulance Service	0.00	0.00	0.00	
Animal Control-Dog License Fees	7,800.00	10,250.00	2,450.00	
Child Support Program	19,913.67	33,171.21	13,257.54	
Circuit Court	102,047.60	177,947.66	75,900.06	
Conservation Planner Technician	17,741.38	23,566.14	5,824.76	
Coroner	28,000.00	27,500.00	-500.00	
Corporation Counsel	61,881.00	61,731.76	-149.24	
County Board	67,500.00	60,000.00	-7,500.00	
County Administrator	0.00	145,000.00	145,000.00	
County Clerk	308,595.00	325,852.26	17,257.26	
County Parks	37,376.22	38,429.12	1,052.90	
County Treasurer	152,944.43	161,131.09	8,186.66	
Courthouse	198,026.61	212,315.55	14,288.94	
Courthouse Repair Outlay	25,000.00	40,000.00	15,000.00	
Debt Service	2,083,749.06	485,826.10	-1,597,922.96	
District Attorney	101,891.47	111,742.40	9,850.93	
Economic Development	34,000.00	72,000.00	38,000.00	
Elections	30,000.00	30,000.00	0.00	
Emergency Government	39,529.10	39,459.05	-70.05	
Fairs and Exhibits	10,000.00	29,500.00	19,500.00	
Family Court Commissioner	29,553.00	29,553.00	0.00	
Health and Human Services	984,987.00	942,155.98	-42,831.02	
Highway	1,813,500.00	1,983,312.22	169,812.22	
Management Information Systems	236,363.20	230,955.40	-5,407.80	
Institutional Costs Funds	1,009,619.00	1,009,619.00	0.00	
Land Conservation	138,216.16	124,156.49	-14,059.67	
Local Emergency Planning Committee	5,317.00	4,139.00	-1,178.00	
Pine Valley Community Village	0.00	1,482,912.50	1,482,912.50	
Property Lister	76,003.94	65,661.61	-10,342.33	
Register of Deeds	8,746.00	13,241.30	4,495.30	
Register in Probate	105,290.56	125,324.92	20,034.36	
Sheriff's Department	3,054,801.00	3,224,138.00	169,337.00	
Sheriff's New Car Outlay	72,724.00	0.00	-72,724.00	
911 Outlay	0.00	50,000.00	50,000.00	
Soil Conservation Cost Sharing	0.00	5,000.00	5,000.00	
Surveyor	3,900.00	3,900.00	0.00	
Symons Recreation Complex	34,291.50	34,291.50	0.00	
Symons Capital Improvements Outlay	4,877.00	0.00	-4,877.00	
University Extension	192,469.11	191,518.95	-950.16	
UW-Richland Outlay	63,000.00	80,000.00	17,000.00	
Veterans Service Office	87,919.19	93,097.01	5,177.82	
Videoconferencing	4,000.00	4,000.00	0.00	
Watershed Maintenance	2,000.00	2,000.00	0.00	
Zoning	12,790.21	-42,393.57	-55,183.78	
General	-2,519,668.75	-2,888,047.68	-368,378.93	
TOTALS	8,746,694.66	8,853,957.97	107,263.31	

BUDGET FOR 2019			
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY

Ambulance Service	414,704.04		
Ambulance Maintenance - Municipalities	4,917.00		
Uncollectable Ambulance Bills	229,515.95		
Payments from Municipalities		122,740.00	
Ambulance Fees		526,396.99	0.00
Emergency Government	67,461.10		
State Aid-Emergency Government		27,932.00	39,529.10
Local Emergency Planning Committee	22,032.00		
State Aid-Local Emergency Planning Comm.		7,893.00	
State Aid-Haz Mat Grant		8,822.00	5,317.00
Ambulance Equipment & Training Outlay	5,249.70		
State Aid-Ambulance Equipment & Training		5,249.70	0.00

Child Support Program	200,038.11		
Child Support -- Sheriffs Fees		1,000.00	
Child Support -- Court Costs		20.00	
Child Support - Genetic Tests		1,000.00	
State Aid-Child Support Agency		173,104.44	
State Aid-Child Support MSL		5,000.00	19,913.67

Circuit Court	337,731.80		
County Ordinance Forfeitures		50,000.00	
County Share of State Fines and Forfeitures		20,000.00	
Ignition Interlock Device		1,600.00	
State Aid-Circuit Court Support Payment		73,374.20	
State Aid-Guardian Ad Litem Fees		0.00	
Circuit Court Fees and Costs		73,000.00	
Attorney Fees Reimbursement		15,000.00	
Sheriff's Service Fee		0.00	
Jury Fees Reimbursement		800.00	
Juvenile Legal Fees Reimbursement		600.00	
Interpreter Fees Reimbursement		1,000.00	
Witness Fees Reimbursement		50.00	
Court Restitution Surcharge		60.00	
Occupational Drivers License Fee		80.00	
Interest on Circuit Court Investments		120.00	102,047.60
Court Mediation Service	7,000.00		
Court Mediation Fees		5,000.00	
Mediation/Marriage License Fees		2,000.00	0.00

PROPOSED BUDGET FOR 2020		
BUDGETED EXPENSES	BUDGETED REVENUES	LEVY

452,970.11		
3,000.00		
252,773.55		
	126,990.00	
	581,753.66	0.00
67,391.05		
	27,932.00	39,459.05
20,854.00		
	7,893.00	
	8,822.00	4,139.00
5,249.70		
	5,249.70	0.00

211,745.51		
	1,290.00	
	20.00	
	1,290.00	
	172,974.30	
	3,000.00	33,171.21

413,657.66		
	50,000.00	
	20,000.00	
	1,600.00	
	73,000.00	
	0.00	
	73,000.00	
	16,000.00	
	0.00	
	800.00	
	300.00	
	700.00	
	50.00	
	60.00	
	80.00	
	120.00	177,947.66
5,000.00		
	4,000.00	
	1,000.00	0.00

BUDGET FOR 2019				PROPOSED BUDGET FOR 2020		
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
Register in Probate	111,890.56			131,624.92		
Register in Probate Fees		6,600.00	105,290.56		6,300.00	125,324.92
Coroner	38,000.00			37,500.00		
Coroner Fees		10,000.00	28,000.00		10,000.00	27,500.00
Corporation Counsel	61,881.00		61,881.00	61,731.76		61,731.76
County Board	67,500.00		67,500.00	60,000.00		60,000.00
County Administrator	0.00		0.00	145,000.00		145,000.00
County Clerk	300,770.00			317,672.26		
Data Processing	5,800.00			5,500.00		
Automated Mail Machine	3,050.00			3,200.00		
County Clerk's Fees		1,000.00			500.00	
Sale Of Platbooks		25.00			20.00	
County Share of Conservation License Fees			308,595.00			325,852.26
Elections	30,000.00		30,000.00	30,000.00		30,000.00
County Treasurer	145,444.43			153,731.09		
Tax Delinquent Parcels	3,000.00			3,000.00		
Checking Account Fees	1,200.00			1,200.00		
County Owned Real Estate	4,300.00			4,300.00		
Treasurers Fees		200.00			100.00	
Treasurer-Ag Use Value Penalty		800.00	152,944.43		1,000.00	161,131.09
Courthouse	198,026.61			212,315.55		
Courthouse Repair Outlay	25,000.00		223,026.61	40,000.00		252,315.55
Principal - Prior Service Refunding Bonds	190,000.00			200,000.00		
Principal - Capital Projects G.O. Refund	155,000.00			160,000.00		
Principal - Pine Valley Notes - 8/10/15	250,000.00			0.00		
Principal - Pine Valley Bonds - 8/10/15	225,000.00			0.00		
Principal - Pine Valley Notes - 3/15/16	410,000.00			0.00		
Principal - State Trust Fund Loan Car	9,523.18			10,258.67		
Principal - State Trust Fund Loan Highway	103,297.85			0.00		
Principal - State Trust Fund Loan Campus	62,806.45			67,669.18		
Principal - State Trust Fund Loan 911	0.00			46,290.41		
Interest - Capital Projects Refunding Bond	66,265.00			58,702.50		
Interest - Prior Service Refunding Bonds	59,425.00			53,912.50		
Interest - Pine Valley G.O. Notes 8/10/15	28,125.00			0.00		
Interest - Pine Valley Bonds 8/10/15	312,950.00			0.00		
Interest - Pine Valley Notes 3/15/16	239,825.00			0.00		
Interest-State Trust Fund Loan Car	1,362.01			626.52		
Interest - State Trust Fund Loan Highway	66,514.37			0.00		
Interest-State Trust Fund Loan Campus	11,155.73			6,293.00		
Interest-State Trust Fund Loan 911	0.00			9,361.64		
Reporting Requirements	400.00			400.00		
Pine Valley Projects Surplus		107,900.53		0.00		
Pine Valley Equity Transfer	0.00			0.00		
Pine Valley Construction Note	0.00			0.00		
Debt Service Fund Surplus Applied	0.00		2,083,749.06		127,688.32	485,826.10

BUDGET FOR 2019			
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY

District Attorney	126,891.47		
State Aid-Victim Witness Program		25,000.00	101,891.47

Economic Development	34,000.00		34,000.00
Economic Development-City Share			

Fairs and Exhibits	113,235.00		
State Aid-Fairs and Exhibits		6,500.00	
Fairs and Exhibits Revenues		96,735.00	10,000.00
Fairgrounds Donations	1,500.00		
Fairgrounds Donations		1,500.00	0.00

Family Court Commissioner	29,553.00		29,553.00
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Health and Human Services	4,416,105.00		
Health and Human Services Revenues		833,881.00	
State Aid-Health and Human Services		2,688,619.00	893,605.00
Health Department Grants	82,925.00		
State Aid-Health Department Grants		82,925.00	0.00
CAU - Elderly Services (SCSP)	221,806.00		
State Aid-Elderly Services/Transport (SCSP)		116,524.00	
CAU - Revenues		72,685.00	32,597.00
Nutrition Program	274,679.00		
State Aid-Nutrition Program		102,006.00	
Nutrition Program Revenues		113,888.00	58,785.00
Resource Center	387,989.00		
State Aid-Resource Center		387,989.00	0.00

Highway Administration	214,000.00		
County Trunk Highway System	3,564,063.31		
Bridge Construction on CTHS	70,000.00		
Bridge Construction - Local	10,668.11		
Principal - State Trst Fund Loan			
Interest - State Trst Fund Loan			
State Aid-County Trunk Highway System		593,038.87	
Machinery Revenue		1,452,192.55	1,813,500.00

Management Information Systems	236,363.20		236,363.20
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Adult Institutional Costs Fund	482,278.00		
Child Institutional Costs Fund	527,341.00		1,009,619.00

PROPOSED BUDGET FOR 2020		
BUDGETED EXPENSES	BUDGETED REVENUES	LEVY

131,742.40		
	20,000.00	111,742.40

130,000.00		
	58,000.00	72,000.00

121,128.05		
	6,413.05	
	85,215.00	29,500.00
1,500.00		
	1,500.00	0.00

29,553.00		29,553.00
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5,983,240.30		
	2,263,689.65	
	2,864,400.42	855,150.23
62,472.13		
	62,472.13	0.00
232,650.35		
	100,775.54	
	99,277.81	32,597.00
239,193.10		
	105,503.00	
	79,281.35	54,408.75
376,724.07		
	376,724.07	0.00

231,000.00		
3,482,714.85		
140,000.00		
25,428.80		
128,850.99		
40,961.23		
	613,451.10	
	1,452,192.55	1,983,312.22

230,955.40		230,955.40
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482,278.00		
527,341.00		1,009,619.00

BUDGET FOR 2019			
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY

Land Conservation	145,204.86		
State Aid-Land Conservation		2,763.70	
State Aid-Wildlife Damage Administration		425.00	
Compliance Certificate Fee		3,800.00	
Manure Storage Permit Fee			138,216.16
Watershed Maintenance	2,000.00		
Watershed Maintenance		0.00	2,000.00
Conservation Planner Technician	107,840.68		
State Aid-Conservation Planner Technician		90,099.30	17,741.38
Wildlife Damage Management Fund	15,000.00		
State Aid-Wildlife Damage Management		15,000.00	0.00
Soil Conservation Cost Sharing	40,000.00		
State Aid-Soil Conservation Cost Sharing		40,000.00	0.00
Ash Creek Community Forest	2,000.00		
Ash Creek Community Forest		2,000.00	0.00
Nursery Stock	2,000.00		
Land Conservation - Nursery Stock		2,000.00	0.00

Land Records	26,000.00		
Land Records Fees		26,000.00	0.00
Land Records Grant	76,000.00		
State Aid-Land Records Grant		76,000.00	

PVCV Operational Expenses	8,713,714.00		
Principal - Pine Valley Notes - 8/10/15			
Principal - Pine Valley Bonds - 8/10/15			
Principal - Pine Valley Notes - 3/15/16			
Interest - Pine Valley G.O. Notes 8/10/15			
Interest - Pine Valley Bonds 8/10/15			
Interest - Pine Valley Notes 3/15/16			
Pine Valley Community Village Revenues		8,713,714.00	0.00

Property Lister	76,003.94		76,003.94
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Register of Deeds	138,746.00		
Register of Deeds Fees		90,000.00	
Real Estate Transfer Fees		40,000.00	8,746.00

PROPOSED BUDGET FOR 2020		
BUDGETED EXPENSES	BUDGETED REVENUES	LEVY

131,345.19		
	2,763.70	
	425.00	
	4,000.00	
		124,156.49
2,000.00		
	0.00	2,000.00
113,665.44		
	90,099.30	23,566.14
15,000.00		
	15,000.00	0.00
45,000.00		
	40,000.00	5,000.00
2,000.00		
	2,000.00	0.00
1,500.00		
	1,500.00	0.00

25,000.00		
	25,000.00	0.00
75,000.00		
	75,000.00	

9,495,123.00		
250,000.00		
260,000.00		
410,000.00		
23,187.50		
308,100.00		
231,625.00		
	9,495,123.00	1,482,912.50

65,661.61		65,661.61
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143,241.30		
	90,000.00	
	40,000.00	13,241.30

BUDGET FOR 2019			
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY

Sheriff's Administration	440,021.00		
Sheriff's Department	1,449,358.00		
Police Radio	41,875.00		
County Jail	1,214,747.00		
Sheriff's Department Uniform Allowances	20,000.00		
Special Investigations	2,000.00		
State Aid-Probation and Parole Housing		7,000.00	
Prisoner Aid In Lieu Of Social Security		2,400.00	
State Aid-Police Training		6,000.00	
State Aid-DNA Testing		800.00	
Federal Aid-Bullet Proof Vests		800.00	
Sheriffs Civil Process Fees		20,000.00	
Electronic Monitoring Program Fees		50,000.00	
Board of Prisoners (Huber)		9,700.00	
Sheriff's Telephone Revenues		15,000.00	
Sheriff's Copies Revenue		1,500.00	3,054,801.00
Sheriff's New Car Outlay	72,724.00		72,724.00
911 Outlay			0.00
Jail Assessment Fees Fund	0.00		
Jail Assessment Fees		0.00	0.00
Animal Control	12,300.00		
Dog License Fees		4,500.00	7,800.00

Solid Waste and Recycling Program	98,700.00		
State Aid-Solid Waste and Recycling		98,700.00	0.00

Surveyor	3,900.00		3,900.00
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Symons Recreation Complex	477,694.24		
Symons Recreation Complex Fees		409,111.24	
Pool Operations - City Share		34,291.50	34,291.50
Symons Rec Complex Capital Improvements	4,877.00		4,877.00

University Extension & Agents	192,469.11		
Extension Office Revenues			192,469.11
Snowmobile Trails and Areas	40,440.00		
State Aid-Snowmobile Trails		40,440.00	0.00
County Parks	37,376.22		
Recreational Trail Grant			37,376.22

UW-Richland Food Service	240,000.00		
UW Richland Food Service Revenues		240,000.00	0.00

UW-Richland Outlay	63,000.00		63,000.00
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Veterans Service Office	73,627.91		
Veterans Service Grant	8,500.00		
Soldiers and Sailors Fund	6,391.28		
Care of Veterans Graves	7,900.00		
State Aid-Veterans Service		8,500.00	87,919.19

Videoconferencing	4,000.00		4,000.00
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Zoning	173,345.21		
Compliance Certificate		0.00	
Sanitary Permit Fees		49,500.00	
Land Use Permits		18,250.00	
Zoning Permits		15,350.00	
Soil Testing Fees		6,250.00	
Sanitary Maintenance Filing Fee		45,000.00	
Land Division Fees		1,080.00	
Non-Metallic Mining Fees		20,400.00	

PROPOSED BUDGET FOR 2020		
BUDGETED EXPENSES	BUDGETED REVENUES	LEVY

448,949.00		
1,480,501.00		
38,766.00		
1,337,922.00		
20,000.00		
2,000.00		
	7,000.00	
	3,200.00	
	6,000.00	
	800.00	
	800.00	
	20,000.00	
	40,000.00	
	9,700.00	
	15,000.00	
	1,500.00	3,224,138.00
0.00		0.00
50,000.00		50,000.00
0.00		
		0.00
14,750.00		
	4,500.00	10,250.00

98,700.00		
	98,700.00	0.00

3,900.00		3,900.00
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490,083.00		
	421,500.00	
	34,291.50	34,291.50
		0.00

191,518.95		
		191,518.95
38,700.00		
	38,700.00	0.00
38,429.12		
		38,429.12

200,000.00		
	200,000.00	0.00

80,000.00		80,000.00
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78,805.73		
8,500.00		
6,391.28		
7,900.00		
	8,500.00	93,097.01

4,000.00		4,000.00
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103,661.43		
	0.00	
	35,000.00	
	18,250.00	
	15,350.00	
	6,250.00	
	45,000.00	
	1,080.00	
	20,400.00	

BUDGET FOR 2019			
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
Mapping and Data Base Fees		2,000.00	
Manure Storage Permit Fees		0.00	
County Address Signs		2,725.00	12,790.21
St Aid - Failing Septic	0.00		
Failing Septic		0.00	0.00

PROPOSED BUDGET FOR 2020		
BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
	2,000.00	
	0.00	
	2,725.00	-42,393.57
40,000.00		
	40,000.00	0.00

BUDGET FOR 2019				PROPOSED BUDGET FOR 2020		
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
Independent Auditing	21,000.00			21,000.00		
Special Accounting - Indirect Cost Study	4,100.00			4,100.00		
Internet/Bandwidth Access	3,050.00			3,050.00		
Property and Liability Insurance	26,500.00			26,500.00		
Workers Compensation Insurance	16,000.00			14,500.00		
Employees' Union Negotiations	2,000.00			2,000.00		
Health Deductible Reimbursement Account	0.00			0.00		
Tri-County Airport	16,422.00			20,199.00		
Libraries	182,120.43			190,695.85		
Regional Planning Commission	16,104.75			16,668.91		
Neighborhood Housing Services	7,500.00			7,500.00		
Chamber of Commerce	0.00			4,000.00		
Computer Outlay	10,000.00			10,000.00		
Fire Suppression (State Special Charges)	0.00			1,320.00		
Charitable & Penal (State Special Charges)	0.00			188.68		
Contingency Fund	3,815.00			0.00		
County Wellness Program	0.00			2,000.00		
County Sales Tax		1,150,000.00			1,250,000.00	
Interest on Taxes		100,000.00			100,000.00	
Managed Forest and Forest Crop Taxes		80,000.00			75,000.00	
State Shared Revenues		1,223,528.58			1,220,774.99	
State Aid-Exempted Business Computers		10,609.70			10,866.45	
State Aid-Personal Property		23,647.05			18,783.88	
Payment in Lieu of Taxes-DNR		37,000.00			44,482.00	
MFL Resource Aid Payment-DNR		27,500.00			27,158.36	
Large Group Gathering Fee		0.00			1,500.00	
Sale of Tax Deeds		2,000.00			0.00	
Indirect Administration Cost Study Revenues		84,120.00			84,120.00	
State Aid-DNR-County Parks		2,000.00			1,500.00	
County Farm Lease		1,875.60			1,875.60	
General Revenues		1,000.00			1,000.00	
Other Miscellaneous Revenues		15,000.00			15,000.00	
Prior Years Ambulance Collections		2,000.00			2,000.00	
General Fund Surplus Applied					237,708.84	
Interest on General Fund Investments		68,000.00	-2,519,668.75		120,000.00	-2,888,047.68

TOTAL LEVY	29,607,926.61	20,861,231.95	8,746,694.66	32,555,314.24	23,701,356.27	8,853,957.97
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TAX LEVY DISTRIBUTION - 2020 BUDGET		
Fund Number	Fund Name	Tax Levy
10	General	2,563,956.41
12	Elections Fund	30,000.00
19	Sheriff's Dept. Uniform Allowance	20,000.00
25	Special Investigations	2,000.00
28	Tax Delinquent Parcels	3,000.00
29	Videoconferencing Fund	4,000.00
30	Debt Service	485,826.10
32	UW-Richland Outlay	80,000.00
36	Symons Recreation Complex	34,291.50
42	Computer Outlay	10,000.00
43	Courthouse Repair Outlay	40,000.00
44	HHS Institutional Childrens Costs	527,341.00
49	Local Emergency Planning Committee	4,139.00
50	911 Outlay	50,000.00
54	HHS Institutional Adult Costs	482,278.00
56	Health and Human Services	855,150.23
59	Nutrition Program	54,408.75
61	Pine Valley Community Village	1,482,912.50
63	County Aging Unit	32,597.00
64	Watershed Maintenance	2,000.00
65	County Parks	38,429.12
66	Soil Conservation	5,000.00
68	Richland County Fair	29,500.00
71	Highway Department	1,983,312.22
72	Conservation Planner Technician	23,566.14
81	Dog License Fees	10,250.00
	TOTAL TAX LEVY	8,853,957.97

TAX LEVY DISTRIBUTION - 2020 BUDGET			
	Revenues	Expenditures	Tax Levy
<u>Fund 10 - General</u>			
Revenues			
County Sales Tax	1,250,000.00		
Interest on Taxes	100,000.00		
Managed Forest and Forest Crop Taxes	75,000.00		
State Shared Revenues	1,220,774.99		
State Aid - Exempted Business Computers	10,866.45		
State Aid - Personal Property	18,783.88		
State Aid - Circuit Court Support Payment	73,000.00		
State Aid - Victim Witness Program	20,000.00		
State Aid - Probation and Parole Housing	7,000.00		
Prisoner Aid In Lieu Of Social Security	3,200.00		
State Aid - Police Training	6,000.00		
State Aid - DNA Testing	800.00		
State Aid - Bullet Proof Vests	800.00		
State Aid - Emergency Government	27,932.00		
State Aid - Child Support Agency	172,974.30		
State Aid - Child Support MSL	3,000.00		
State Aid - Veterans Service	8,500.00		
State Aid - DNR - County Parks	1,500.00		
State Aid - Land Conservation	2,763.70		
State Aid - Wildlife Damage Admin	425.00		
State Aid - Failing Septic	40,000.00		
DNR Payment In Lieu Of Taxes	44,482.00		
DNR - MFL Resource Aid Payment	27,158.36		
County Ordinance Forfeitures	50,000.00		
County Share Of State Fines And Forfeitures	20,000.00		
Ignition Interlock Device	1,600.00		
Sanitary Permit Fees	35,000.00		
Compliance Certificate Fee	4,000.00		
Large Group Gathering Fee	1,500.00		
Circuit Court Fees And Costs	73,000.00		
Attorney Fees Reimbursement	16,000.00		
Jury Fees Reimbursement	800.00		
Juvenile Legal Fees Reimbursement	300.00		
Interpreter Fees Reimbursement	700.00		
Witness Fees Reimbursement	50.00		
Occupational Drivers License Fee	80.00		
Court Restitution Surcharge	60.00		
Coroner Fees	10,000.00		
Register In Probate Fees	6,300.00		
County Clerk's Fees	500.00		
Sale Of Maps And Platbooks	20.00		
Treasurer's Fees	100.00		
Treasurer - Ag Use Value Penalty	1,000.00		
Sale of Tax Deeds	0.00		
Register of Deeds Fees	90,000.00		
Real Estate Transfer Fees	40,000.00		
Sheriff's Civil Process Fees	20,000.00		
Electronic Monitoring Program Fees	40,000.00		
Board Of Prisoners - Huber	9,700.00		
Child Support - Sheriff's Fees	1,290.00		

TAX LEVY DISTRIBUTION - 2020 BUDGET			
	Revenues	Expenditures	Tax Levy
Child Support - Court Costs	20.00		
Child Support - Genetic Tests	1,290.00		
Land Use Permits	18,250.00		
Zoning Permits	15,350.00		
Soil Testing Fees	6,250.00		
Sanitary Maintenance Filing Fee	45,000.00		
Land Division Fees	1,080.00		
Non-Metallic Mining Fees	20,400.00		
Mapping & Data Base Fees	2,000.00		
County Address Signs	2,725.00		
Sheriff's Telephone Revenues	15,000.00		
Sheriff's Copies Revenue	1,500.00		
Economic Development-City Share	58,000.00		
Indirect Cost Study Revenues	84,120.00		
County Farm Lease	1,875.60		
General Revenues	1,000.00		
Other Miscellaneous Revenues	15,000.00		
Prior Years Ambulance Collections	2,000.00		
General Fund Surplus Applied (137,691.02)	237,708.84		
Land Records Fund Surplus (100,017.82)	-		
Interest On General Fund Investments	120,000.00		
Interest On Circuit Court Investments	120.00		
Total Revenues	4,185,650.12		
Expenditures			
County Board		60,000.00	
County Administrator		145,000.00	
Register in Probate		131,624.92	
Circuit Court		413,657.66	
Family Court Commissioner		29,553.00	
Coroner		37,500.00	
County Clerk		317,672.26	
Data Processing		5,500.00	
Automated Mail Machine		3,200.00	
County Owned Real Estate		4,300.00	
Property Lister		65,661.61	
County Treasurer		153,731.09	
Checking Account Fees		1,200.00	
Independent Auditing		21,000.00	
Special Accounting-Indirect Cost Study		4,100.00	
District Attorney		131,742.40	
Corporation Counsel		61,731.76	
Register of Deeds		143,241.30	
Surveyor		3,900.00	
Courthouse		212,315.55	
Internet / Bandwidth Access		3,050.00	
Management Information Systems		230,955.40	
Property and Liability Insurance		26,500.00	
Workers Compensation Insurance		14,500.00	
Labor Attorney Fees		2,000.00	
County Wellness Program		2,000.00	
Sheriff's Administration		448,949.00	

TAX LEVY DISTRIBUTION - 2020 BUDGET			
	Revenues	Expenditures	Tax Levy
Sheriff's Department		1,480,501.00	
Police Radio		38,766.00	
County Jail		1,337,922.00	
Emergency Government		67,391.05	
State Special Charges-Fire Suppression		1,320.00	
State Special Charges-Charitable & Penal		188.68	
Child Support Program		211,745.51	
Veterans Service Office		78,805.73	
Veterans Service Grant		8,500.00	
Soldiers and Sailors Fund		6,391.28	
Care of Veterans Graves		7,900.00	
Tri-County Airport	-	20,199.00	
Libraries		190,695.85	
University Extension		191,518.95	
Land Conservation		131,345.19	
Regional Planning Commission		16,668.91	
Zoning		103,661.43	
Failing Septic		40,000.00	
Economic Development		130,000.00	
Neighborhood Housing Services		7,500.00	
Chamber of Commerce		4,000.00	
Total Expenditures		6,749,606.53	
Tax Levy			2,563,956.41
<u>Fund 11 - Contingency Fund</u>			
Expenditures			
Tax Levy			-
<u>Fund 12 - Elections Fund</u>			
Expenditures		30,000.00	
Tax Levy			30,000.00
<u>Fund 17 - New Sheriff's Cars</u>			
Expenditures			
Tax Levy			-
<u>Fund 19 - Sheriff's Dept. Uniform Allowance</u>			
Expenditures		20,000.00	
Tax Levy			20,000.00

TAX LEVY DISTRIBUTION - 2020 BUDGET			
	Revenues	Expenditures	Tax Levy
<u>Fund 23 - Land Records Information Grant</u>			
Revenues			
State Aid	75,000.00		
Expenditures		75,000.00	-
<u>Fund 25 - Special Investigations</u>			
Expenditures		2,000.00	
Tax Levy			2,000.00
<u>Fund 28 - Tax Delinquent Parcels</u>			
Expenditures		3,000.00	
Tax Levy			3,000.00
<u>Fund 29 - Videoconferencing Fund</u>			
Expenditures		4,000.00	
Tax Levy			4,000.00
<u>Fund 30 - Debt Service</u>			
Revenues (Surplus Applied)	127,688.32		
Expenditures			
Principal - Prior Service Refunding Bonds		200,000.00	
Principal - Capital Projects GO Refund		160,000.00	
Principal - State Trust Fund - Squad Car		10,258.67	
Principal - State Trust Fund - Campus		67,669.18	
Principal - State Trust Fund - 911		46,290.41	
Interest - Prior Service Refunding		58,702.50	
Interest - Capital Projects GO Refunding		53,912.50	
Interest - State Trust Fund - Squad Car		626.52	
Interest - State Trust Fund - Campus		6,293.00	
Interest - State Trust Fund - 911		9,361.64	
Debt Service Reporting Requirements		400.00	
Total Expenditures		613,514.42	
Tax Levy			485,826.10

TAX LEVY DISTRIBUTION - 2020 BUDGET			
	Revenues	Expenditures	Tax Levy
<u>Fund 31 - Mediation Services</u>			
Revenues			
Court Mediation Fees	4,000.00	5,000.00	
Marriage License Fees	1,000.00		-
Expenditures			
<u>Fund 32 - UW-Richland Outlay</u>			
Expenditures		80,000.00	
Tax Levy			80,000.00
<u>Fund 33 - Fairgrounds Donations</u>			
Revenues	1,500.00		
Expenditures		1,500.00	-
<u>Fund 34 - Health Department Grants</u>			
Revenues			
Revenues-State Aid	49,587.00		
Revenues	12,885.13		
Expenditures		62,472.13	-
<u>Fund 36 - Symons Recreation Complex</u>			
Revenues			
Public Charges	421,500.00		
City Of Richland Center	34,291.50		
Expenditures		490,083.00	
Tax Levy			34,291.50
<u>Fund 39 - Symons Capital Improvement</u>			
Expenditures			
Tax Levy			-
<u>Fund 42 - Computer Outlay</u>			
Expenditures		10,000.00	
Tax Levy			10,000.00

TAX LEVY DISTRIBUTION - 2020 BUDGET			
	Revenues	Expenditures	Tax Levy
<u>Fund 43 - Courthouse Repair Outlay</u>			
Expenditures		40,000.00	
Tax Levy			40,000.00
<u>Fund 44 - Institutional Childrens Costs</u>			
Expenditures		527,341.00	
Tax Levy			527,341.00
<u>Fund 47 - Ambulance Equipment & Training</u>			
Revenues	5,249.70		
Expenditures		5,249.70	-
<u>Fund 48 - Land Records</u>			
Revenues	25,000.00		
Expenditures		25,000.00	-
<u>Fund 49 - Local Emergency Planning</u>			
Revenues			
State Aid - LEPC	7,893.00		
State Aid - Haz Mat Grant	8,822.00		
Expenditures		20,854.00	
Tax Levy			4,139.00
<u>Fund 50 - 9-1-1 Outlay</u>			
		50,000.00	
			50,000.00
<u>Fund 51 - County Ambulance Service</u>			
Revenues			
Fees	581,753.66		
Payments from Municipalities	126,990.00		
Total Revenues	708,743.66		
Expenditures			
Operations		452,970.11	
Uncollectible Ambulance Bills		252,773.55	
Ambulance Maintenance - Municipalities		3,000.00	
Total Expenditures		708,743.66	
Tax Levy			-

TAX LEVY DISTRIBUTION - 2020 BUDGET			
	Revenues	Expenditures	Tax Levy
<u>Fund 53 - Resource Center</u>			
Revenues - State Aid	376,724.07		
Expenditures		376,724.07	-
<u>Fund 54 - Institutional Adult Costs</u>			
Expenditures		482,278.00	
Tax Levy			482,278.00
<u>Fund 56 - Health and Human Services</u>			
Revenues			
State Aid	2,864,400.42		
Public Charges	2,263,689.65		
Expenditures		5,983,240.30	
Tax Levy			855,150.23
<u>Fund 57 - Solid Waste and Recycling</u>			
Revenues - State Aid	98,700.00		
Expenditures		98,700.00	-
<u>Fund 59 - Nutrition Program</u>			
State Aid	105,503.00		
Public Charges	79,281.35		
Expenditures		239,193.10	
Tax Levy			54,408.75
<u>Fund 60 - UW-Richland Food Service</u>			
Revenues	200,000.00		
Expenditures		200,000.00	-

TAX LEVY DISTRIBUTION - 2020 BUDGET			
	Revenues	Expenditures	Tax Levy
<u>Fund 61 - Pine Valley Community Village</u>			
Revenues	9,495,123.00		
Expenditures			
Operational Expenses		9,495,123.00	
Principal - Pine Valley Notes - 8/10/15		250,000.00	
Principal - Pine Valley Bonds - 8/10/15		260,000.00	
Principal - Pine Valley Notes - 3/15/16		410,000.00	
Interest - Pine Valley G.O. Notes 8/10/15		23,187.50	
Interest - Pine Valley Bonds 8/10/15		308,100.00	
Interest - Pine Valley Notes 3/15/16		231,625.00	
			1,482,912.50
<u>Fund 63 - County Aging Unit</u>			
Revenues			
State Aid-Transp/TitleIIB/SCSP	100,775.54		
CAU - Elderly Revenues	99,277.81		
Expenditures		232,650.35	
Tax Levy			32,597.00
<u>Fund 64 - Watershed Maintenance</u>			
Expenditures		2,000.00	
Tax Levy			2,000.00
<u>Fund 65 - County Parks</u>			
Expenditures		38,429.12	
Tax Levy			38,429.12
<u>Fund 66 - Soil Conservation Cost Sharing</u>			
Revenues - State Aid	40,000.00		
Expenditures		45,000.00	5,000.00

TAX LEVY DISTRIBUTION - 2020 BUDGET			
	Revenues	Expenditures	Tax Levy
<u>Fund 68 - Richland County Fair</u>			
Revenues			
State Aid	6,413.05		
Public Charges	85,215.00		
Expenditures		121,128.05	
Tax Levy			29,500.00
<u>Fund 69 - Snowmobile Trails</u>			
Revenues - State Aid	38,700.00		
Expenditures		38,700.00	-
<u>Fund 71 - Highway Department</u>			
Revenues			
State Aid	613,451.10		
Revenue	1,452,192.55		
Total Revenues	2,065,643.65		
Expenditures			
Administration		231,000.00	
County Trunk Highway System		3,482,714.85	
Bridge Construction On CTHS		140,000.00	
Bridge Construction - Local		25,428.80	
Principal - State Trust Fund Loan		128,850.99	
Interest - State Trust Fund Loan		40,961.23	
Total Expenditures		4,048,955.87	
Tax Levy			1,983,312.22
<u>Fund 72 - Conservation Planner Technician</u>			
Revenues - State Aid	90,099.30		
Expenditures		113,665.44	
Tax Levy			23,566.14
<u>Fund 78 - Nursery Stock</u>			
Revenues	1,500.00		
Expenditures		1,500.00	-

TAX LEVY DISTRIBUTION - 2020 BUDGET			
	Revenues	Expenditures	Tax Levy
<u>Fund 79 - Ash Creek Community Forest</u>			
Revenues	2,000.00		
		2,000.00	-
Expenditures			
<u>Fund 80 - Wildlife Damage Management</u>			
Revenues - State aid	15,000.00		
Expenditures		15,000.00	-
<u>Fund 81 - Dog License Fees</u>			
Revenues	4,500.00		
Expenditures		14,750.00	
Tax Levy			10,250.00
TOTAL LEVY			8,853,957.97

	A	B	C	D	E	F	G
1	BUDGET SUMMARY - RICHLAND COUNTY						
2							
3		ACTUAL	ACTUAL	ACTUAL &	CURRENT	PROPOSED	ADOPTED
4		EXPENSES	EXPENSES	ESTIMATED*	BUDGET	BUDGET	BUDGET
5		2018	7/31/2019	2019	2019	FOR 2020	FOR 2020
6							
7	Expenditures for Operation and Maintenance						
8							
9	General Government	2,015,047.49	1,254,003.51	2,144,344.32	2,003,517.01	2,263,636.95	2,263,636.95
10	Public Safety	3,989,219.64	2,272,283.02	3,873,163.30	3,918,931.09	4,141,385.39	4,141,385.39
11	Health and Social Services	15,429,370.49	8,393,458.95	15,376,120.28	15,403,294.30	17,712,364.47	17,712,364.47
12	Transportation	14,569.00	16,422.00	16,422.00	16,422.00	20,199.00	20,199.00
13	Highways	4,646,495.00	2,389,523.20	3,858,731.42	3,858,731.42	3,879,143.65	3,879,143.65
14	Culture	301,657.42	211,817.61	296,855.43	296,855.43	313,323.90	313,323.90
15	Public Areas	590,309.78	318,581.37	566,010.46	557,510.46	569,212.12	569,212.12
16	Special Education	430,181.38	220,218.18	437,469.11	432,469.11	391,518.95	391,518.95
17	Natural Resources	519,577.39	320,680.85	515,845.54	512,745.54	507,210.63	507,210.63
18	County Planning	229,040.60	85,946.85	162,984.75	189,449.96	160,330.34	160,330.34
19	County Development	429,843.60	53,347.39	94,500.00	41,500.00	141,500.00	141,500.00
20	Debt Service	473,086.25	1,845,392.09	2,191,649.59	2,191,649.59	2,266,239.14	2,266,239.14
21	Capital Projects	358,485.28	215,928.22	291,416.75	184,850.70	189,249.70	189,249.70
22							
23	Total Expenditures	29,426,883.32	17,597,603.24	29,825,512.95	29,607,926.61	32,555,314.24	32,555,314.24
24							
25	Less: All Revenues	25,596,398.89	14,084,764.60	23,498,630.41	20,861,231.95	23,701,356.27	23,701,356.27
26							
27	Adopted Budget				8,746,694.66	8,853,957.97	8,853,957.97
28							
29							

Tax Year	Equalized Values (Tid Out)	Values % Increase	Tax Levy	Levy % Increase	Rate Per 1000	For Budget Year
2019	1,202,545,400	.0450	8,853,957.97	.0122	.00736	2020
2018	1,150,730,900	.0502	8,746,694.66	.0491	.00760	2019
2017	1,095,683,400	.0219	8,337,004.75	.2112	.00761	2018
2016	1,072,141,000	.0477	6,882,990.48	.0141	.00642	2017
2015	1,023,336,700	.0154	6,787,135.00	.0142	.00666	2016
2014	1,007,812,300	.0144	6,691,961.00	.0041	.00664	2015
2013	993,435,200	(.0195)	6,664,500.00	.0013	.00671	2014
2012	1,013,152,500	(.0219)	6,655,580.45	.0020	.00657	2013
2011	1,035,845,500	(.0063)	6,642,075.20	(.0017)	.00641	2012
2010	1,042,416,500	(.0058)	6,653,176.75	.0276	.00638	2011

Richland County Committee

Agenda Item Cover

Agenda Item Name: Amending the 2022 Budget Development Process and Timeline

Department	Administration	Presented By:	Administrator
Date of Meeting:	25 Mar 2021	Action Needed:	Vote
Disclosure:	Open Session	Authority:	Committee Structure D
Date submitted:	23 Mar 2021	Referred by:	

Recommendation and/or action language:

Motion to ... approve revisions to the 2022 Budget Development Process and Timeline (as presented / with amendments).

Background: *(preferred one page or less with focus on options and decision points)*

By the Richland County Committee Structure document, the Finance and Personnel Committee is tasked to, "D. Annually prepare a budget for the County for submission to the County Board for its approval at the annual meeting."

As the process continues to develop and with shifts in the Administrator's focus, the changes below are proposed to amend the timeline and tasks. The purpose of this process and timeline is to track key budget elements and decision points in efforts to effectively build a 2022 operating and lending budget.

Attachments and References:

Richland County 2022 Budget Development Process	

Financial Review:

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input checked="" type="checkbox"/>	No financial impact		

(summary of current and future impacts)

Timeline and process of building the 2022 Budget.

Approval:

Review:

Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)

Richland County Committee

Agenda Item Cover

Richland County 2022 Budget Development Process										Dates of Meetings										Edition: 25 Mar 2021										
The following time-line is set to guide a process and discussion.										December	January	February	March			April	May	June	July	August	September	October								
Item:		Purpose:								20	5	22	2	2	15	25	6	16	4	21	1	18	6	16	3	20	7	17	5	15
Adopt Plan and Timeline the 2022 Budget Process:																														
Initiatives and timeline		Establish Tentative Plan								X																				
Amending plan and timeline		Revise plan based on needs and progress													O															
Additional amendments		As needed																												
Affirm Commitment to General Fund Balance:																														
Amend and Affirm Res 15-98 General Fund Balance		Commit to 25% of Gen. Fund annual op.									X																			
Goals and Planning for Union Negotiations																														
Closed Session on Goals for 2022 - CBA		Discussion on Goals for CBA Negotiations												X																
Open Negotiations		Initial Proposals - closed session															?													
Negotiations		Exchange - closed session																	?											
Negotiations		Final Exchange - closed session																			?									
Closing Negotiations		Finalized CBA - closed session																				?								
Capital Improvements and Capital Projects:										December	January	February	March			April	May	June	July	August	September	October								
Requests for Projects / Forecast		Update tracker on needed projects												X																
Approve a selection process		Approve method of deciding on projects													O															
Review Projects		Review to ensure an understanding															O													
Review County Board Feedback		Method of seeking feedback from all 21															O													
Plan recommendation by F+P		F+P approves a plan for budget															O													
County Board Adoption of Plan																		O												
																		June												
Short-Term Loan Financing:										December	January	February	March			April	May	June	July	August	September	October								
Presentation from Carol Wirth on Short-term Borrowing		Understand position and options														O														
Decision on borrowing amount		Should reflect Capital Improvement Plans														O														
Recommendation of Authorization Resolution																	O													
Authorization Resolution by Board																			July											
Prep / Official Statement / Legal Documents																				August										
Sale of Notes and Award Resolution by Board																								Oct 26th						
Compensation Plan:																														
Review Resolution 19-89 Comp Plan		Review previous adoptions and approvals												X																
Approve method of Compensation Plan Progression		Determine method/cost of progression													O															
Establish Compensation Principles and Goals		Build County Compensation Philosophy														O														
Recommend a Compensation Policy to Board		Board Adoption by Resolution																O												
Board Adoption of Compensation Plan - 2022 forward		Institutionalize and assess																	July											
Review Fund Assignments:																														
Review existing Funds and Assignments		Education, Background, Purpose of Funds													O															
Reassignment, Amendments to Funds		Approved changes based on evaluations															O													

Richland County Committee

Agenda Item Cover

		December	January	February	March	April	May	June	July	August	September	October
Review and Affirm Partnerships:												
Review existing partnerships	Develop tracker / annual costs / benefit					O						
Approve method for assessment and affirming	Approve evaluation method for partnerships and determining best interest in maintaining						O					
County Board Feedback	Method of seeking feedback from all 21							O				
Partnership recommendation by F+P	F+P approves a plan for budget							O				
County Board Adoption	By resolution								July			
Health Insurance and Benefits Review:												
Administrator Assembles a Review Team	Assortment of demographics and depts.					April						
Review Team Assess Programs with Broker/Vendors	Review current plans, review alt solutions					April						
Recommendation is made to the Administrator	Team makes a recommendation to Admin						May					
Administrator considers recordation of Review Team	Consideration by Admin							June				
Amendments, Changes, Plans brought to F+P	Committee action to amend plans							O				
Estimate Cost of Plan Expenses for 2021	Include in appropriations guidance								O			
Approval of plans by F+P	Committee Action to Approve								O			
Renewal / New Contract for Benefits	Enter 2021 Agreements									O		
Operating Budget 2022:												
Review 2021 Review and Decision Process	What went well, do better for 2022					O						
Adopt 2022 Review and Decision Process	Action to adopt a plan						O					
Preliminary Guidance for Appropriation Requests	Guidance on budgeting							O	O			
Review by Line item w/ Administrator	Department Heads and Administrator								July			
Presentation of Preliminary Budget to F+P	Admin Presents to F+P									O		
Presentation to Supervisory Committees	Committee action to request beyond guidance									August		
Finance and Personnel Review	Hearing on exceptions to guidance									O		
Feedback from County Board	Survey of items of consideration										O	
Approval of Budget by Finance and Personnel	Meeting to approve a reviewed budget										O	
Posting of Budget	Budget is posted by the County Clerk											Oct 1st
Hearing and Adoption	October 26th 2021 County Board Action											Oct 26th

Capital Project Tracker

(Preliminary)

This plan is intended to capture significant Capital Improvements / Capital Projects needed for delivery of services, as requested by deaprtments. This list is a working document and not considered policy until adopted by Board Resolution.

Total

Revenues Sources

Annual Operations Levy	G.O. Debt / Short Term Fund #92	G.O. Debt Long Term Fund #75	Foundation / Partnership Funded	Fed or State Got/ Grant	Service Fees / Other
------------------------	---------------------------------	------------------------------	---------------------------------	-------------------------	----------------------

2021 Projects & Equipment					
Courthouse	Old courthouse / window replacement and facility improvements	\$ 75,000	\$ 75,000		
Courthouse	Replacement of Heat Exchangers (estimating 3 units)	\$ 24,000	\$ 24,000		
Courthouse	Large Courtroom Improvement Project	\$ 30,000	\$ 30,000		
Courthouse	Old Courthouse Roof Repair	\$ 30,000	\$ 30,000		
Courthouse	AV Improvements in the Large Courtroom	\$ 72,000		\$ 72,000	
Courthouse	Wiring and IP Telephone Upgrade for Court Offices (Through DOJ Grant)	\$ 58,000			\$ 58,000
Emergency Mgt/ Ambulance	New Emergency Mangement / Ambulance Gargage Project	\$ 600,000		\$ 600,000	
MIS	Network Infrastructure Improvement	\$ 20,000	\$ 20,000		
HHS	Heating /Cooling Unit Replacement	\$ 6,000	\$ 6,000		
HHS	Roof Replacement	\$ 212,433		\$ 212,433	
Pine Valley	Computer replacements - 10	\$ 8,500			\$ 8,500
Pine Valley	Patient lift	\$ 5,500			\$ 5,500
Pine Valley	Bladder Scanner	\$ 13,000			\$ 13,000
Sheriff	2 Patrol Vehicles (est. 2 units with configuration)	\$ 130,000	\$ 130,000		
Sheriff	Tower/Radio (Assessment and Specification Design)	\$ 45,000	\$ 45,000		
UW Campus	Humidifier replacements in Library, HVAC controls in Wallace and Melville, facility improvements	\$ 20,000	\$ 20,000		
UW Campus	Rubber Roofing: Miller Library, Melvin Hall, East Hall, Science Hall	\$ 277,899		\$ 277,899	
Symons	Roof Replacement (Shared with City)	\$ 130,233		\$ 65,116.50	\$ 65,117
Symons	Replaster Swimming Pool	\$ 20,000		\$ 20,000.00	
!?	Tri-County Airport	Land or Easement Acquisitions (25% of estimated \$100,000)	\$ 25,000	\$ 25,000	(We may have local partner support on covering cost)
Highway	County Trunk Road Improvements from Short-Term Borrowing	\$ 650,000	\$ 650,000		
Administration	Contingent on Shor-term	\$ 2,132	\$ 2,132		
Subtotal		\$ 2,454,697	\$ 1,032,132	\$ 1,247,449	\$ 65,117 \$ 58,000 \$ 27,000

Future plans will incorporate more projects from other funding sources for greater overview. Looking to incorporate projects from all funding sources; \$5,000 and above.

Total

Revenues Sources

Annual Operations Levy	G.O. Debt / Short Term Fund #92	G.O. Debt Long /Term Fund #75	Foundation / Partnership Funded	Fed or State Got/ Grant	Service Fees / Other
------------------------	---------------------------------	-------------------------------	---------------------------------	-------------------------	----------------------

2022 Projects & Equipment					
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Richland County Capital Improvement and Capital Projects Planning

Administration	Administrator's Office (Scratch)	\$	10,000																
Register in Probate	Paint / Fix Ceiling Tile / New Carpet	\$	5,000		\$	5,000													
MIS	County Computer Infastructure Maintenance	\$	156,382		\$	156,382													
MIS	MIS Needs for Ambulance building	\$	75,000		\$	75,000													
MIS	Phone system for rest of courthouse	\$	75,000		\$	75,000													
MIS	REVOLVING AMOUNT FOR SERVER REPLACEMENT	\$	25,000		\$	25,000													
MIS	New Computers for County Departments	\$	50,000		\$	50,000													
HHS	HVAC Community Services Building	\$	100,000		\$	100,000													
Courthouse	AC/Chiller/Sheriff's Side building	\$	100,000		\$	100,000													
Courthouse	Replacement of Exchanger (x3)	\$	25,000		\$	25,000													
Courthouse	Repurposing Emergency Managements / Ambulance Space	\$	20,000		\$	20,000													
Pine Valley	Computer replacements - 10	\$	8,750														\$	8,750	
Pine Valley	Patient lift	\$	5,750														\$	5,750	
Sheriff	4 Squad Cars (with est. 4 unit configuration)	\$	260,000		\$	260,000													
Sheriff	Tower/Radio (Project Design, Construction, Oversight)																		
Symons Center	Re-modeling of the locker rooms	\$	25,000		\$	12,500				\$	12,500								
Tri-County Airport	Runway Rehilitation (25% of local share)	\$	42,500		\$	42,500													
Tri-County Airport	Airfield Lighting (25% of local share)	\$	5,625		\$	5,625													
Tri-County Airport	Taxiway Reconstruction (25% local of share)	\$	5,000		\$	5,000													
Tri-County Airport	Airport drainage / ditching (25% of local sahare	\$	34,375		\$	34,375													
Tri-County Airport	Road drainage / ditching to Bear Creek (25% of local share)	\$	28,125		\$	28,125													
Tri-County Airport	Moving irrigation equipment (25% of local share)	\$	3,750		\$	3,750													
UW Campus	Fire Alarm System Replacement: Melville Hall, Library, Classroom Building, Wallace Student Center, Copertop, Gymnasium, East Hall and Science Building	\$	500,000		\$	500,000													
UW Campus	Generator Repairs	\$	50,000		\$	50,000													
Highway	Salt Shed	\$	250,000		\$	250,000													
Highway	County Trunk Road Improvements from Short-Term Borrowing	\$	650,000		\$	650,000													
	Subtotal	\$	2,510,257	\$	-	\$	2,473,257	\$	-	\$	12,500	\$	-	\$					

Future plans will incorporate more projects from other funding sources for greater overview.
Looking to incorporate projects from all funding sources; \$5,000 and above.

Total

Revenues Sources					
Annual Operations Levy	G.O. Debt / Short Term Fund #92	G.O. Debt Long Term	Foundation / Partnership Funded	Fed or State Got/ Grant	Service Fees / Other

2023 Projects & Equipment

Administration	Administrator's Office	\$	10,000		\$	10,000													
Courthouse	Replacement of Heat Exchangers (x 3)	\$	26,000		\$	26,000													
MIS	County Computer Infastructure Maintenance	\$	156,382		\$	156,382													

Richland County Capital Improvement and Capital Projects Planning

MIS	REVOLVING AMOUNT FOR SERVER REPLACMENT	\$	25,000	\$	25,000								
Pine Valley	Computer replacements - 10	\$	9,000					\$	9,000				
Sheriff	3 Squad Cars	\$	200,000	\$	200,000								
UW Campus	HVAC Upgrades to Melville Hall, Library and Classroom Buildings	\$	750,000	\$	750,000								
Highway	County Trunk Road Improvements from Short-Term Borrowing	\$	650,000	\$	650,000								
		\$	-										
	Subtotal	\$	1,826,382	\$	-	\$	1,817,382	\$	-	\$	-	\$	9,000

Future plans will incorporate more projects from other funding sources for greater overview.
Looking to incorporate projects from all funding sources; \$5,000 and above.

Total

Revenues Sources					
Annual Operations Levy	G.O. Debt / Short Term Fund #92	G.O. Debt Long Term	Foundation / Partnership Funded	Fed or State Got/ Grant	Service Fees / Other

2024 Projects & Equipment

Courthouse	Replacement of Heat Exchangers (x 3)	\$	27,000	\$	27,000								
MIS	County Computer Infastructure Maintenance	\$	156,382	\$	156,382								
MIS	REVOLVING AMOUNT FOR SERVER REPLACMENT	\$	25,000	\$	25,000								
Pine Valley	Computer replacements - 10	\$	9,250					\$	9,250				
Sheriff	3 Squad Cars	\$	210,000	\$	210,000								
UW Campus	Replace Concrete Walkways	\$	150,000	\$	150,000								
UW Campus	New Drainage System to Redirect Water from Hillside and Collect Water from Walkways	\$	450,000	\$	450,000								
		\$	-										
Highway	County Trunk Road Improvements from Short-Term Borrowing	\$	650,000	\$	650,000								
		\$	-										
	Subtotal	\$	1,677,632	\$	-	\$	1,668,382	\$	-	\$	-	\$	9,250

Future plans will incorporate more projects from other funding sources for greater overview.
Looking to incorporate projects from all funding sources; \$5,000 and above.

Total

Revenues Sources					
Annual Operations Levy	G.O. Debt / Short Term Fund #92	G.O. Debt Long Term	Foundation / Partnership Funded	Fed or State Got/ Grant	Service Fees / Other

2025 Projects & Equipment

Courthouse	Replacement of Heat Exchangers (x 3)	\$	28,000	\$	28,000				
MIS	County Computer Infastructure Maintenance	\$	156,382	\$	156,382				
MIS	REVOLVING AMOUNT FOR SERVER REPLACMENT	\$	25,000	\$	25,000				
Pine Valley	Patient lift	\$	6,500					\$	6,500
Pine Valley	Floor Scrubber	\$	12,000					\$	12,000

Richland County Capital Improvement and Capital Projects Planning

Sheriff	3 Squad Cars	\$	210,000	\$	210,000								
UW Campus	Exterior Building Repairs	\$	860,000	\$	860,000								
Highway	County Trunk Road Improvements from Short-Term Borrowing	\$	650,000	\$	650,000								
	Subtotal	\$	1,947,882	\$	-	\$	1,929,382	\$	-	\$	-	\$	18,500

Future plans will incorporate more projects from other funding sources for greater overview.
Looking to incorporate projects from all funding sources; \$5,000 and above.

Total

Revenues Sources					
Annual Operations Levy	G.O. Debt / Short Term Fund #92	G.O. Debt Long Term	Foundation / Partnership Funded	Fed or State Got/ Grant	Service Fees / Other

2026 Projects & Equipment

Courthouse	Replacement of Heat Exchangers (x 3)	\$	29,000										
MIS	County Computer Infastructure Maintenance	\$	156,382										
MIS	REVOLVING AMOUNT FOR SERVER REPLACMENT	\$	25,000										
Sheriff	3 Squad Cars	\$	210,000		\$	210,000							
UW Campus	Interior Building Repairs	\$	500,000		\$	500,000							
Highway	County Trunk Road Improvements from Short-Term Borrowing	\$	650,000		\$	650,000							
	Subtotal	\$	1,570,382	\$	-	\$	1,360,000	\$	-	\$	-	\$	-

Future and Undesignated Project Requests:

Administrator	Energy Efficiency Study/Lights												
Courthouse	Space needs assessment												
Courthouse	Remove curbs in parking lot												
Courthouse	Boilers both sides of Courthouse												
Courthouse	Air Quality / Cleaning Ventilation in Courthouse / Jail												
Courthouse	Remodeling of law library to meeting rooms												
MIS	Office 365 (this is a software subscription not item)												
MIS	New Phone system in the courthouse (Remaining Offices)												
Sheriff	911 Server Upgrade (2026 - 2028)	\$	150,000										
Symons Center	Building addition	\$	3,000,000										
MIS	Ongoing Server Apportionment												
HHS	Lighting in Community Services Building												
Subtotal		\$	3,150,000	\$	-	\$	-	\$	-	\$	-	\$	-

Richland County: Capital Improvements / Capital Projects Planning — Project Summary Sheet

Department		Presented By:	
Project Name:		Projected Cost:	\$
Budget year(s)		Multiple Years	(No, or Range of Years)

(insert picture if available)	Funding Source	Amount:
	Annual Operations	
	G.O. Debt / Short Term Fund #92	(\$0,000,000.00)
	G.O. Debt Long Term Fund #75	
	Foundation / Partnership Funded	
	Fed or State Got/ Grant	
	Service Fees / Other	

What is the project and what service does it support?

(Summary)

Why is it needed, and when does it need to be in place?

(Summary)

What are the risks and consequence of going without, deferring until a later year, or reducing?

(Summary)

Additional comments // previous history or action on this project?

(Summary)

Richland County: Capital Improvements / Capital Projects Planning — Project Summary Sheet

Department	Tri-CTY Commission	Presented By:	Steve Williamson
Project Name:	Airport Improvements	County Cost:	\$119,375
Budget year(s)	2022	Multiple Years	(No, or Range of Years)



Funding Source	Amount:
Annual Operations	
G.O. Debt / Short Term Fund #92	
G.O. Debt Long Term Fund #75	\$119,375
Foundation / Partnership Funded	
Fed or State Got/ Grant	
Service Fees / Other	

What is the project and what service does it support?

The project includes raising the runway, raising the taxiway, improvements to lighting, improvements to airport drainage, improvements to drainage ditch to Bear Creek, and moving existing irrigation equipment to improve the drainage ditch. This project supports airport operations by reducing closures due to reoccurring flooding, and this project is seen as an economic development/sustainment by the Richland County, Commission members.

Why is it needed, and when does it need to be in place?

These projects will raise the surfaces and increase drainage to help reduce flooding at the airport. There is grant funding availability from the Federal Aviation Administration in 2022. Grant funding from Wisconsin in 2023-2024 is currently designated to Mitchell and Dane County. The next opportunity may not come again until 2025. The airport continually experiences hanger flooding, a closed runway, and increased waterfowl activity resulting from inadequate drainage.

What are the risks and consequence of going without, deferring until a later year, or reducing?

Going without the project will likely lead to prolonged periods of airport flooding, flooding of leased hangers, reduced access for local pilots and area businesses, and impacts on rented restaurant. Deferring to later years would either suspend the project to 2025 or later, or put additional expenses on our partner, Sauk County. Reducing the project would impact current efforts of joining all the improvements under one grant project, which increases likelihood of being awarded.

Additional comments // previous history or action on this project?

This is a 9.5-million-dollar project in which the FAA would cover 90%, Wi DOT would cover 5% and we are left with a 5% local share with Sauk Co, and possible local area partner support. Discussions and negotiations with Sauk County on operation and capital appropriations are underway.

Richland County Committee

Agenda Item Cover

Agenda Item Name: Capital Projects Planning Process

Department	Administration	Presented By:	Administrator
Date of Meeting:	25 Mar 2021	Action Needed:	Vote
Disclosure:	Open Session	Authority:	Structure D
Date submitted:	23 Mar 2021	Referred by:	

Recommendation and/or action language:

Motion to approve the Capital Projects Planning Process.

Background: *(preferred one page or less with focus on options and decision points)*

In the February 2nd, 2021 meeting, the Finance and Personnel Committee took action to accept the Capital Improvements and Capital Projects Planning format and guidance language disseminated to departments in gathering requests for needed projects.

As a result of this effort, the 2022 project Capital Improvements and Capital Projects requests received from departments currently sits at:

Requested Projects = \$2,510,257

Requested Projects from Short-Term G.O. Debt Funding = \$2,473,257

If Richland County engages in short-term loan financing again we may have an estimated \$1,050,000 of available funds for 2022, without further increases on the millage rate.

This leaves an approximate amount = \$1,423,257 in unfunded requests.

The following process is proposed in reviewing, accessing and selecting projects for 2022.

Capital Improvements / Capital Project Planning Process:

Project Review (April 6th):

1. Committee reviews the 2022 project Capital Improvements and Capital Projects Tracker
2. Committee reviews submitted Project Summary Sheets
3. Committee takes action to request additional information and/or feedback
 - a. May request additional information from departments/commissions on projects
 - b. May request feedback from all County Board (via survey)
 - c. May request recommendation of plan from Administrator

Review Feedback and Additional Information (May 4th):

4. Committee reviews additional information from departments/commissions on projects
5. Committee reviews County feedback from all County Board Members (if requested)
6. Committee reviews County recommendation of plan from the Administrator (if requested)
7. Committee discusses outlook and options

Review Feedback and Additional Information (May 21st):

8. (If requested) committee adopts proposed plan of Administrator (as presented / with amendments)
9. Committee makes amendment to the tracker through possible motions and votes:
 - a. ...motion to CUT project from tracker

Richland County Committee

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- b. ...motion to DEFER project to future year of ____.
 - c. ...motion to EXPIDITE project from the future year of ____ forward to 2022.
 - d. ...motion to REDUCE the total project apportionment (if possible), by ____ ...
 - e. ... motion to REALLOCATE funding from a different source (example: annual operations)
 - f. ... (other motion language may be found to be appropriate)
10. Committee approves a plan with allocated funding sources, and recommends to County Board for adoption in June.

Attachments and References:

Attachment A – Capital Project Tracker	Attachment C – Capital Project Summary Sheet (Example)
Attachment B – Capital Project Summary Sheet (Blank)	

Financial Review:

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input checked="" type="checkbox"/>	No financial impact		

(summary of current and future impacts)

The process will set up Capital Improvements and Capital Projects for 2022 and help fully assess and appreciate our growing deferred maintenance needs.

Approval:

Review:

Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)

Richland County Committee

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Agenda Item Name: COVID Impact on 2020 Budget

Department	Administration	Presented By:	Administrator
Date of Meeting:	25 Mar 2020	Action Needed:	Vote
Disclosure:	Open Session	Authority:	Committee Structure
Date submitted:	24 Mar 2020	Referred by:	

Recommendation and/or action language:

Motion to... accept financial report regarding 2020 budget and COVID-19 Impacts.

Background: *(preferred one page or less with focus on options and decision points)*

In July of 2020 Richland County Administrator reported the following estimated, department impacts; resulting from shut-downs and operational changes in response to the COVID-19 pandemic, or other unplanned expenses:

June 2020 Report on Estimated impacts to the 2020 Budget					
Departments:	Item:	Revenue Impacts:	Expenditure Impacts:	Offset:	
				Grants:	Funding Source:
Treasurers Revenues:	Sales Tax - Loss of 14.1% Forward analytics	\$ (178,126.00)			
	Interest on Investments - dropping	\$ (100,000.00)			
	Real Estate Tax Collections - Delinquency	\$ (215,000.00)			
	Shared Revenue (no indication of changes)	\$ -			
Ambulance / Emergency Mgmt:	Personnel		\$ 6,000.00	\$ 6,000.00	FEMA + Cares
Circuit Court:	Unfilled Clerk position for several months		\$ (9,000.00)		
County Clerk's Office	Absentee Voting		\$ 30,000.00	\$ 30,000.00	Cares Act
Extension Office	County return as result of State Furlough		\$ (700.00)		
Fair & Recycling	Impact of cancelling the County Fair	\$ (89,000.00)	\$ (79,000.00)		
Health & Human Services	Chpt 50 + 51 placement over (200k carry from '19)		\$ 600,000.00	\$ 300,000.00	Using 2019 carryover
	Public Health Add Staff and Overtime	\$ 20,000.00		\$ 50,000.00	FEMA and Cares Act
Land Conservation	Rental Space (lease with building)		\$ 11,112.00		
	Overage on water samples (at 100 samples)		\$ 700.00		
Pine Valley Community Village	Census	\$ (100,000.00)			
	Stimulus	\$ 429,000.00			
	Cares Act			\$ 50,000.00	Cares
Register of Deeds	Fees (refinancing and B-certs for Drivers L)	\$ 20,000.00			
Symons Recreation Complex	COVID-19 Restrictions	\$ (70,000.00)		\$ 35,000.00	Share with city
	No fill on Asst. Director		\$ (30,000.00)		Factor for Payouts??
UW Food Services	Lost Revenue with classes out	\$ (50,000.00)			
		\$ (333,126.00)	\$ 529,112.00	\$ 471,000.00	
		2020 Gap:	\$ (391,238.00)		
				\$ 292,000.00	Cares Act total

Recommended Cover Letter— County Administrator Langreck (20 May 2020)

Richland County Committee

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Based on data and Department responses from December 2020, the estimated impacts are as follows:

December 2020 Estimated Impacts to the 2020 Budget			
<u>Departments:</u>	<u>Item:</u>	<u>Revenue Impacts:</u>	<u>Expenditure Impacts:</u>
Treasurers Revenues:	Sales Tax - Loss of 14.1% Forward analytics	\$ 80,000.00	
	Interest on Investments - dropping	\$ (135,000.00)	
	Real Estate Tax Collections - Delinquency (no indications, really won't see until after July)	\$ -	
	Shared Revenue (no indication of changes)	\$ -	
Ambulance / Emergency Mgmt:	Personnel, CARES and FEMA reimbursements	\$ 6,000.00	\$ 6,000.00
Circuit Court:	Unfilled Clerk position for several months		\$ (9,000.00)
	Reduction in revenues	\$ (25,750.00)	
County Clerk's Office	Absentee Voting		\$ 30,000.00
Extension Office	County return as result of State Furlough		\$ (700.00)
Fair & Recycling	Impact of cancelling the County Fair	\$ (89,000.00)	\$ (79,000.00)
Health & Human Services	Chpt 50 + 51 placement/ Budgeted \$1,009,619; Actual \$1,809,592		\$ 799,973.00
	Request HHS budget transfer 56 to 54	\$ 551,951.63	
	Additional Staffing	\$ 147,294.00	\$ 147,294.00
Land Conservation	Rental Space and Water Study unbudgeted over		\$ 12,519.00
Pine Valley Community Village	Estimated net position with stimulus payments with consideration for possible return of some	\$ 204,338.00	
Register of Deeds	Fees (refinancing and B-certs for Drivers L)	\$ 20,000.00	
Symons Recreation Complex	Estimated Year End Budget: -\$120,340.03 County Share \$60,170; Budgeted at \$34,291.	\$ (24,879.00)	
UW Food Services	Lost Revenue with classes out	\$ (67,891.95)	
		\$ 667,062.68	\$ 907,086.00
		Total Impact:	\$ (240,023.32)

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Bill Moilien and other representatives from Johnson Block are tentatively set to begin our audit on the week of April 12th, 2021. Finalized impacts will be realized with the report. The numbers in this report are estimates.

Attachments and References:

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Financial Review:

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input checked="" type="checkbox"/>	No financial impact		

(summary of current and future impacts)

Accepting report has no financial impact.

Approval:

Review:

Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)

Richland County Committee

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Agenda Item Name: Payroll Signature Authority

Department	Administration	Presented By:	Administrator
Date of Meeting:	25 Mar 2021	Action Needed:	Vote
Disclosure:	Open Session	Authority:	Structure C, E
Date submitted:	24 Mar 2021	Referred by:	

Recommendation and/or action language:

Motion to ... authorize the addition of Josh Bell, Accounting Supervisor and Clinton Langreck, County Administrator as payroll signature authorities of Richland County, through the Richland County Bank; and to remove Derek Kalish, former Accounting Supervisor from the Richland County account.

Background: *(preferred one page or less with focus on options and decision points)*

The current signature authorities for the Richland County account is: Victor Vlasak and Derek Kalish. The bank requires minutes/action by the Richland County Finance and Personnel Committee to add and remove names from the Authorization List. The proposal is to add Josh Bell, Accounting Supervisor and Clinton Langreck, County Administrator as payroll signature authorities of Richland County with intensions of continuing the transfer of financial responsibilities from the Clerk's Office to the Administrator's Office.

Attachments and References:

Financial Review:

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input checked="" type="checkbox"/>	No financial impact		

(summary of current and future impacts)

No impact. Allows for needed payroll transitions.

Approval:

Review:

Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)
