RICHLAND COUNTY

Referendum Ad Hoc Committee

December 9, 2022

NOTICE OF MEETING

Please be advised that the Richland County Referendum Ad Hoc Committee will convene at 4:00 p.m., Monday, December 12th, 2022 in the County Board Room at 181 W. Seminary Street.
If you would like to join remotely using **WebEx Videoconference**, **WebEx Teleconference,** or **by Phone.** You can find meeting access information at: https://administrator.co.richland.wi.us/minutes/referendum-ad-hoc-committee/

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 Referendum Ad Hoc 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. Public comments
   Topics raised in comments received from the public may be placed on a future agenda for consideration.
5. Approval of minutes
6. Correspondence from committees*
7. Videos
8. County Board survey*
9. Future agenda items
10. Adjournment

*Meeting materials for items marked with an asterisk may be found at https://administrator.co.richland.wi.us/minutes/referendum-ad-hoc-committee/.
CC: Committee Members, County Board, Department Heads, Richland Observer, WRCO, Valley Sentinel, Courthouse Bulletin Board

A quorum may be present from other Committees, Boards, or Commissions. No committee, board or commission will exercise any responsibilities, authority or duties except for the Referendum Ad Hoc Committee.

Richland County

Referendum Ad Hoc Committee

December 5th, 2022

The Richland County Referendum Ad Hoc Committee convened on Monday, December 5th, 2022, in person and by WebEx.

Committee members present included County Board Supervisors Steve Carrow, Shaun Murphy-Lopez, Bob Frank, Kerry Severson and Mayor Todd Coppernoll.

Also in attendance was Assistant to the Administrator Cheryl Dull taking minutes, Administrator Clinton Langreck and several department heads by WebEx, county employees, general public, County Board Members and WRCO.

Not present: Erin Unbehaun and Dave Turk

1. **Call to Order:** Chair Murphy-Lopez called the meeting to order at 6:32 p.m.
2. **Proof of Notification:** Chair Murphy-Lopez verified that the meeting had been properly noticed. Copies of the agenda were sent by email to all Committee members, County Board members, WRCO, County department heads, Richland Observer, Valley Sentinel and a copy was posted on the Courthouse Bulletin Board.
3. **Agenda Approval:** Chair Murphy-Lopez asked for approval of the agenda. Moved by Supervisor Carrow to approve the agenda as presented, second by Supervisor Severson. All voting aye, motion carried.
4. **Public Comments:** None
5. **Approval of Minutes:** Chair Murphy-Lopez asked for any additions or corrections to the minutes for the October 10th and November 21st meeting. Moved by Supervisor Frank to accept the minutes as presented, 2nd by Mayor Coppernoll. Motion carried
6. **Public education information report:** Chair Murphy-Lopez presented 06a. He made 2 changes to the public education information report. On page 15 there was some changes to the distributions of highway monies. Commissioner Elder explained the yearly expenditures and rotation of equipment replacement. The timeline that has to be met for having the referendum response ready was discussed. Moved by Supervisor Frank to adopt an updated public education information report to use in communicating with the public, committees, boards, agencies, and other bodies, 2nd by Supervisor Carrow. All voting aye, motion carried.
7. **Correspondence from committees:**

   a. Public Works Standing Committee: The response was reviewed. Chair Murphy-Lopez has questions concerning the MIS's response that he needs to discuss with Administrator Langreck after the meeting.

   b. Others:

   Land & Zoning Standing Committee: The response was reviewed. Discussion followed on the increased sanitary filing fee and the GIS savings which can't be predicted at this time.

   Public Safety Standing Committee: The response was reviewed. Discussion followed relating to the cutting of staff in Register in Probate would decrease the time needed to bring in revenue. Discussion on the cost of housing inmates vs. moving them out of the County.

   Richland Economic Development Board: The response was reviewed; the City of Richland Center is willing to take it on if the position is not funded. Supervisor Severson shared his concerns that the position needs to be kept because the only way to increase taxes is net new construction.
8. **Videos:** Supervisor Turk has submitted 2 video scripts for the Committee to review. He is open to general input and ideas. The Committee suggested photos of departments and workers in those departments as background images. Mayor Coppernoll will reach out to Supervisor Turk to help with videos so they can get them ready.

   Moved by Supervisor Frank to give script authority to Supervisor Turk to proceed in setting up videos, 2nd by Mayor Coppernoll. All voting aye, motion carried.
9. **Levy referendum materials from other communities:** Supervisor Carrow reviewed the referendums that had been voted on in other Counties in November. Most passed so it appears people are willing to pay for services in their community. Information is not easy to find once the referendum has been voted on, either they didn't do much to promote it or it was taken down right away.

10. **County Board survey:** Item 10A. Chair Murphy-Lopez reviewed the questions he drew up which were laid out at the last meeting that will be handed out to the County Board at the December 13th meeting. They will need to be returned back to Administrative Assistant Dull by the end of the day Thursday, December 15th. Discussion followed on the questions and task requests.

    How many rows are you comfortable with for ranking your priorities? Frank 35ish; Carrow 40; Murphy-Lopez 30; Coppernoll 35; Severson 35.

    Top ranked will not go to referendum, low ranking will go to referendum. After discussion the recommended number of "X" should be 15.

    Moved by Supervisor Frank to approve the attached survey as a framework for a final survey to be considered at the next meeting of the Referendum Ad Hoc Committee with simplifying #2, expand #3 choices, 2nd by Supervisor Carrow. All voting aye, motion carried.

11. **Future agenda items:** None

12. **Adjournment:** Next meeting will be Monday, December 12th @ 4:00 pm in the County Board Room. Moved by Mayor Coppernoll to adjourn at 7:53 p.m., seconded by Supervisor Frank. All voting aye, motion carried.

Minutes respectfully submitted by
Cheryl Dull
Richland County Assistant to the Administrator

Richland County Referendum Ad Hoc Committee

Agenda Item Name: Correspondence from Committees

Department	County Board	**Presented By:**	Shaun Murphy-Lopez
Date of Meeting:	12/12/22	**Action Needed:**	Motion
Disclosure:	Open Session	**Authority:**	Resolution 22-74
Date submitted:	12/12/22	**Referred by:**	Multiple, see below

Recommendation and/or action language: n/a

Background: At the October 10th, November 21st, and December 5th meetings of the Referendum Committee, the committee reviewed reports and requested more information from 8 standing committees and 2 boards. Additional responses have been received from our November 21st meeting from:

1) Fair, Recycling, & Parks Standing Committee *(see Attachment A)*
2) Health & Human Services Standing Committee *(see Attachment B)*
3) Pine Valley & Child Support Standing Committee *(see Attachment C)*
4) Public Works Standing Committee *(see Attachment D)*

Outstanding responses have not been received from:

1) Education Standing Committee
2) Finance & Personnel Standing Committee
3) Symons Natatorium Board

Public Works Standing Committee

Follow-up requests are in red.

- How proposed reductions to the property tax levy will be made in years 2025, 2026, and 2027, including the types of projects and purchases that will not be funded. The figures provided do not match Resolution No. 22-96. Please use those figures and follow the chart format used by the Public Safety Committee (combining Highway, Courthouse Maintenance, and MIS into one chart).
- The Highway Department is already projecting a $567,000 decrease to highway reconstruction projects by 2027 to fund increases employee wage and benefits. What is the total budget for highway reconstruction projects in the operating levy, and is it large enough to absorb additional reductions through 2027? No answer received. Please answer this question.
- The portion of the Courthouse Maintenance budget that may be included in reductions to the property tax levy. No answer received.
- Why MIS prioritized items in the 5-year financial plan over the purchase of new computers (shown in chart below). Thank you for providing an answer to this question. Our follow-up question is this: MIS proposes to reduce new computer purchases by $40,000 each year. Are new computer purchases coded to fund and account number 10.5182.0000.5809? If so, the budgeted amount in 2022 was $10,000. The budgeted amount in 2023 was $50,000. Resolution No. 22-96 directs MIS to generate levy reductions compared to the 2022 budget. Please identify budget reductions compared to the 2022 budget.

Pine Valley & Child Support Standing Committee

Follow-up requests are in red.

- A copy of Pine Valley's 2023 proposed budget showing how proposed profits are being determined, including their amount and how proposed profits relate to other projected expenses and revenues. Thank you for providing an answer to this question.

- Financial projections showing how proposed profits are being determined for the years 2024 – 2027, including their amount and how they relate to other projected expenses and revenues. Thank you for providing an answer to this question. The 5-year financial plan is built on the assumption Pine Valley will continue to produce a minimum $300,000 annual profit, and Resolution No. 22-92 directed the committee to explore the possibility of increasing that profit to $740,000. We understand the current projected profits are the following:
    - $250,000 in 2023
    - $350,000 in 2024
    - $500,000 in 2026
    - $630,000 in 2027

  Please describe the most prudent steps that could be taken to increase the 2023 amount to retain the $300,000 minimum level and escalate profits to reach $740,000 by 2027.
- The current financial plan projects $300,000 in profits from Pine Valley for each of the years 2023 – 2027. Resolution 22-92 directed Pine Valley to explore the possibility of increasing that amount to approximately $740,000 per year. We are seeking information about how much of that $440,000 difference the Pine Valley & Child Support Standing Committee would like to have placed on a referendum versus a permanent reduction in Pine Valley's property tax operating levy amount (i.e., increase to the profits returned to the general fund). Thank you for providing an answer to this question.
- Rationale for the approximate $1.2 million in Pine Valley's capital fund. Thank you for providing an answer to this question.

Public Safety Standing Committee

- What language in state statute requires a minimum level of service for the coroner?
- Can the Clerk of Circuit Court and District Attorney's offices produce more increased revenues than projected?
- The budget reductions identified in the 5-year financial plan were in comparison to the adopted 2022 budget, not the actual dollar amount spent at the upcoming end of the fiscal calendar year. Can the committee clarify that they are using the adopted 2022 budget to draw comparisons across the departments it oversees?
- Can the committee provide the statutory/constitutional language that mandates an additional position in the DA's office due to Marcy's law?
- Can the committee provide a high-level overview (i.e., estimated dollar amounts) of why housing inmates outside of Richland County is a higher cost than housing them within the county?
- Resolution 22-96 lists several lines in the 5-year financial plan. Did the Public Safety Committee evaluate the need for each line item where additional costs are listed?
- Is there a position in the Sheriff's Department that performs data entry for reports? Is this a redundant service, assuming deputies are the primary authors of information for data entry?

HHS & Veterans Standing Committee

- What do the acronyms AMSO, APS, SOR, CYF, and CYS stand for? In general, it would be helpful to write out terms before acronyms are used regularly.
- Are the 2026 and 2027 amounts for the upgrade of the electronic health record system a maintenance fee for the system (i.e., $100k purchase in 2025, $10k fee in 2026, $10k fee in 2027)?
- Why does the elimination of the APS/Crisis Worker only provide a savings of $27k each year, and not $82k as listed in an earlier column?
- Please explain in more detail how the restructuring of the behavioral health clinic provides a net savings of $70k to $80k each year.
- Is the children's long-term support program being eliminated with $37k? How is there no service impact?
- Treatment Court is listed as a $130k expense but the recommended decrease is $27k. Why the difference? Also, CST is listed as a $72k expense but the recommended decrease is $12k. Why the difference?

- How can moving the Nutrition Program to ADRC provide a cost savings if the levy will need to be increased once ARPA funds run out?
- Please describe the practical day-to-day impacts of a $10k reduction in the $26k transportation program.
- What agency will be taking over the WHEAP program?
- Has any other county borrowed to comply with court-ordered child and adult placements? Please provide our committee with the statutory language and legal interpretation that allows borrowing for this purpose to occur.
- Most counties our size have HHS staffing levels of 40 – 50. Under the current proposals, what would be the total staffing level of the HHS in each year? Please note Capital Consortium employees allocated to other counties in future staffing level figures.
- 2025 and 2026 have large overages. What is the thinking behind providing those instead of delaying or modifying other cuts?
- Has HHS assessed reductions in grants and other revenue streams if certain cuts are made? Can these be briefly described in relevant line items?
- Please provide one updated chart (i.e., combine the HHS & Veterans charts) based on the actions of the HHS & Veterans Committee at their October 13th meeting.

Land & Zoning Standing Committee

- Please prepare a chart with line items and projected reductions to the levy by year (2024 – 2027).
- Why can't the Land Conservation Administrative Assistant be 60% time instead of 50% time to handle Parks operations? Does the committee recommend that another department oversee County parks instead of the Land Conservation Department?
- How do private septic inspection fees in Richland County compare to other similar counties? We are interested in the logic behind the increase.
- What are other options for increasing revenues in the Register of Deeds office, in case the State does not approve additional funding for property transfers?
- Please include a 2024 – 2027 estimate for GIS contract savings.
- If the committee is already aware of further efficiencies that will be realized by combining the Land Conservation and Zoning Departments, please include those in projections. If not, estimate the date when these efficiencies will be determined.

Fair, Recycling, and Parks Standing Committee

- The recommended option 3 has several new approaches. A budget showing operating and startup costs for the new configuration should accompany it.
- Response plan has the county continuing with funding capital projects. A comprehensive capital budget plan is needed to assess this.
- What steps can be taken to maintain and increase a healthy level of donations from the community for fairgrounds improvements?

Education Standing Committee

- Resolution 22-94 asked for a plan that would have the food services operate with no tax levy revenue. Please provide a copy of this plan.
- Does the Education Committee wish for the Extension staffing reduction to be placed on the referendum?
- Please provide more detail regarding the rental of East Hall, including projections for revenues, expenditures, and timeline.
- Please provide greater detail on the UW-Richland Foundation's agreement to contribute $100,000 for capital contributions. Is this an annual amount? For how many years? What are the terms of an agreement?
- Describe how your committee plans to achieve a full-time recruiter for the UW-Richland campus.

- How else can the committee provide additional revenues to offset the County cost of maintaining the campus? For example, can the farmland behind the campus generate additional income?

Symons Natatorium Board

- What does the YMCA franchise fee cover? Is this an ongoing annual fee? Direct discussion with YMCA may show that the fee covers functions like payroll, IT support, insurance, legal assistance, etc.
- If Symons were a YMCA franchise, does it still have a board, and if so, could current board members act as YMCA board members as a separate role if they so choose? Is it possible for Symons to be an added location of an existing YMCA like Bigley Pool in Viroqua?
- If the non-profit option is not preferred, please describe how additional revenues can be generated over the 2024 – 2027 period to offset the County cost of operating and maintaining Symons. Some ideas to consider:
    - Increasing donations
    - Increasing membership fees for those with higher incomes
    - Increasing class offerings to generate additional income
    - Developing an MOU with the UW-system to share expenses at the gymnasium in exchange for shared use of the gymnasium

Finance & Personnel Standing Committee

- When will the committee be delivering their recommendations regarding Resolution 22-96?

Richland Economic Development (RED) Board

Follow-up requests are in red.

- Research from other counties that have private funding for economic development (e.g., Vernon, Green), including the amount of time it takes to raise funds and how the governing board is represented by private contributors. Thank you for providing information about Green County. The Vernon Economic Development Association (VEDA) is 100% privately funded and can be researched through contact information at www.veda-wi.org.
- Resolution 22-91 directs the RED Board to explore half of its budget coming from private sources, which amounts to approximately $37,000 per year. We are seeking information about how much of that amount the RED Board would like to have placed on a referendum versus a permanent reduction in the RED budget. Thank you for answering this question.
- Identify the private businesses that are supporting Economic Development in other counties such as Vernon and Green. Please answer this question.

Attachments and References:

07A Fair Recycling & Parks	07B HHS
07C Pine Valley	07D Public Works

Financial Review:
(please check one)

	In adopted budget	Fund Number	
	Apportionment needed	Requested Fund Number	
	Other funding Source		
X	No financial impact		

Approval: **Review:**

Richland County Referendum Ad Hoc Committee

_____	_____
Department Head	Administrator, or Elected Office (if applicable)

Request for Information **SHEETS ATTACHED

The recommended option 3 has several new approaches. A budget showing operating and startup costs for the new configuration should accompany it.

There wouldn't be any startup cost for the proposed creation of the Recreation Department that was presented. The operation of all departments would remain with one Department Head/Director.

All the positions would overlap as one department splitting the current work load, continuing the position funding as it is and maintaining 3 separate ledgers for tracking purposes. This would be ideal given the grants and donations given for all areas.

Those Recreation Department Ledgers would be;

- Fund 68 Fair
- Fund 57 Recycling
- Fund 65 & 69 for Parks & Trails – continued clerical staff remains in budget

RICHLAND COUNTY RECREATION DEPARTMENT

Fairgrounds	**Recycling**	**Parks & Trails**	**Camping**
Events	Grants	Grants	Online Registration
Building Rental	Recycling Event	Maintenance	Facility maintenance
Fair		Rec Plan	Possible Grants
Storage			Rec Plan
Grants			
*Rec Plan			
Airbnb Rental			

*The fairgrounds property is being added to the new Outdoor Recreation Plan

Response plan has the county continuing with funding capital projects. A comprehensive capital budget plan is needed to assess this. **ATTACHED SHEETS

a) Our most current need is a replacement of Building 10, which is collapsing and creates a hazard.
b) The spreadsheet shows the following;
    a. Items that need addressed with either short or long term borrowing.
    b. Items that will be part of the Comprehensive Recreation Plan. I'm working on this plan with Cory Ritterbusch, Jasen Glasbrenner, Cathy Cooper and Marty Richards. As we're developing this plan for the grounds and parks we're looking at grants that we hope to have cover that funding, when possible.
    c. The FRP Committee recommends that the County still support funding for the maintenance of all county owned property in regards to the fairgrounds and parks.

What steps can be taken to maintain and increase a healthy level of donations from the community for fairgrounds improvements?

a) The Department Head will continue with what we have in place.
b) Our hope is that we're given the ability to work with Economic Development, the City of Richland and Richland Tourism to increase our traffic with recreation development which in turn will increasing revenue for the department and tourism dollars for the county as a whole.
c) We'll also open a line of communication with interested parties on short term camping and recreation opportunities to assist in bringing in more revenue for the grounds. This will include transitioning the camping across from the grounds in Morris Valley Campground. This would offer more of a consistence revenue than donation and combined offer the support we need for the property.

FUND ACCOUNT	ACCOUNT DESCRIPTION	ACTUAL 12-31-2019	ACTUAL 12-31-2020	ACTUAL 12-31-2021	ACTUAL 06-30-2022	REVISED BUDGET	2023 Request	Possible 2024
68.5614.0000.5111	SALARIES - REGULAR (FAIR S	268.45	137.90	87.75	.00	.00	.00	.00
68.5614.0000.5112	SALARIES - PART-TIME (SECR	15,941.02	13,989.93	20,820.37	10,560.91	18,707.31	20,748.75	21,658.89
68.5614.0000.5113	SALARIES - OVERTIME	688.65	.00	730.78	.00	.00	600.00	600.00
68.5614.0000.5115	TEMPORARY - CASUAL (MAINTE	7,829.54	3,294.89	8,089.25	3,073.80	7,908.00	13,511.25	13,511.25
68.5614.0000.5124	GATE HELP	1,700.00	.00	2,200.00	.00	1,700.00	1,700.00	1,700.00
68.5614.0000.5125	GRANDSTAND HELP	.00	.00	.00	.00	.00	.00	.00
68.5614.0000.5126	AMBULANCE STANDBY/MISC	.00	.00	825.00	.00	.00	825.00	.00
68.5614.0000.5140	AIRLINE TICKETS	.00	.00	.00	.00	.00	.00	.00
68.5614.0000.5141	PER DIEM	900.00	105.00	465.00	315.00	1,300.00	1,300.00	1,300.00
68.5614.0000.5147	JUDGES	2,428.67	.00	2,386.20	75.00	2,800.00	2,400.00	4,000.00
68.5614.0000.5148	SUPERINTENDENTS AND ASSIST	1,841.53	.00	2,020.60	.00	1,600.00	2,000.00	2,000.00
68.5614.0000.5150	SECTION 125 PLAN-CO SHARE	50.83	50.88	2.95	.00	51.00	51.00	51.00
68.5614.0000.5151	FICA - COUNTY SHARE	2,115.77	1,192.59	2,638.81	1,067.13	2,472.12	3,102.85	2,835.87
68.5614.0000.5152	RETIREMENT - COUNTY SHARE	1,392.75	1,136.07	1,514.69	690.32	1,419.21	1,410.91	1,472.80
68.5614.0000.5153	DENTAL INSURANCE-CO SHARE	.00	.00	.00	.00	.00	.00	.00
68.5614.0000.5154	HEALTH INSURANCE - COUNTY	9,659.41	8,088.42	.00	.00	.00	.00	.00
68.5614.0000.5155	LIFE INSURANCE - COUNTY SH	8.57	9.53	10.26	5.23	9.33	9.33	9.33
68.5614.0000.5161	HEALTH INS REIMBURSEMENT D	1,695.80	1,988.96	.00	-166.01	.00	.00	.00
68.5614.0000.5212	ATTORNEY FEES	812.00	.00	.00	.00	.00	.00	.00
68.5614.0000.5220	FAIR-POP MACHINE	.00	.00	.00	.00	.00	.00	.00
68.5614.0000.5222	LIGHTS	8,933.86	6,599.75	10,460.59	2,918.70	9,000.00	11,500.00	11,500.00
68.5614.0000.5225	TELEPHONE	293.70	299.14	294.20	138.60	300.00	300.00	300.00
68.5614.0000.5226	HEAT	767.97	466.66	771.15	905.58	600.00	1,000.00	1,000.00
68.5614.0000.5249	MAINTENANCE BLDGS, GROUNDS	7,633.54	2,841.06	13,210.46	966.40	3,000.00	4,000.00	4,000.00
68.5614.0000.5293	LEASE ON COPIER	208.00	234.75	252.00	280.38	325.00	325.00	400.00
68.5614.0000.5297	REFUSE COLLECTION	3,200.00	.00	1,510.00	.00	4,760.00	2,500.00	3,200.00
68.5614.0000.5311	POSTAGE	511.90	150.60	141.69	96.43	300.00	300.00	300.00
68.5614.0000.5313	PRINTING	1,387.47	11.50	1,305.61	.00	1,500.00	2,000.00	3,000.00
68.5614.0000.5319	ADMINISTRATIVE EXPENSE	1,457.17	.00	2,402.06	114.15	800.00	1,000.00	800.00
68.5614.0000.5324	ASSOCIATION DUES AND MEMBE	613.40	513.40	438.40	718.40	615.00	625.00	625.00

68.5614.0000.5326	ADVERTISING	2,840.90	1,008.78	4,221.61	451.36	1,000.00	2,000.00	2,000.00
68.5614.0000.5327	ADVERTISING INCOME EXPENSE	.00	.00	.00	.00	.00	.00	
68.5614.0000.5334	REGISTRATION	953.00	.00	149.00	500.00	300.00	350.00	350.00
68.5614.0000.5335	MEALS	150.00	43.11	42.00	36.00	100.00	200.00	200.00
68.5614.0000.5336	LODGING	.00	.00	.00	.00	.00	.00	
68.5614.0000.5339	MILEAGE	1,454.29	448.56	1,226.54	278.47	1,500.00	1,304.75	1,304.75
68.5614.0000.5593	LICENSING	2,910.00	410.00	610.00	5,410.00	2,910.00	2,970.00	2,970.00
68.5614.0000.5813	COMPUTER MAINT & UPGRADES	46.73	.00	.00	.00	500.00	600.00	600.00
68.5614.0000.5818	RENTAL OF EQUIPMENT	6,950.00	1,500.00	9,225.00	500.00	8,900.00	7,500.00	7,500.00
68.5614.0000.5819	NEW EQUIPMENT	385.92	3,126.00	161.36	1,003.17	500.00	500.00	500.00
68.5614.0000.5897	EVENT INSURANCE	.00	.00	.00	.00	.00	3,000.00	3,000.00
68.5614.0000.5902	INSURANCE	2,374.00	2,567.00	2,795.00	.00	2,250.00	2,250.00	2,250.00
68.5614.0000.5905	AUDIT ADJUSTMENTS - INSURA	.00	.00	.00	.00	.00	.00	.00
68.5614.0000.5906	UNEMPLOYMENT INSURANCE	.00	.00	.00	2.15	.00	.00	.00
68.5614.0000.5924	FAIREST OF THE FAIR	323.50	800.00	.00	.00	.00	.00	.00
68.5614.0000.5925	FAIR GRANTS	.00	.00	.00	.00	.00	.00	.00
68.5614.0000.5926	ENTERTAINMENT	20,854.00	1,600.00	27,820.69	2,142.50	29,598.03	22,851.92	23,637.30
68.5614.0000.5949	PREMIUMS	9,360.50	-2.50	7,725.25	-42.00	9,300.00	9,300.00	9,300.00
68.5614.0000.5950	RIBBONS, TROPHIES AND ENTR	1,162.62	.00	1,355.25	1,645.29	.00	1,600.00	1,000.00
68.5614.0000.5970	CONTRACT SERVICES	.00	.00	125.00	.00	.00	.00	.00
68.5614.0000.5982	SCHOLARSHIPS AWARDED	.00	.00	.00	.00	.00	.00	.00
68.5614.0000.5984	STAR SPANGLED EXPENSES	.00	.00	.00	.00	.00	.00	.00
68.5614.0000.5999	BILLS - NO LINE DETAIL	15,568.00	.00	15,007.00	.00	15,000.00	15,000.00	15,000.00
68.5614.0000.6000	FLOOD DAMAGE REPAIR	.00	.00	.00	3,902.00	.00	.00	.00
							140,635.76	143876.19

FUND ACCOUNT	ACCOUNT DESCRIPTION	ACTUAL 12-31-2019	ACTUAL 12-31-2020	ACTUAL 12-31-2021	ACTUAL 06-30-2022	REVISED BUDGET	2023 Request	Possible 2024
68.4200.0000.4262	STATE AID - FAIRS AND EXHI	6,413.05	7,525.01	.00	6,766.71	6,800.00	6,800.00	6,800.00
68.4200.0000.4288	STATE AID - KNOWLES STEWAR	.00	.00	.00	.00	.00	.00	
68.4200.0000.4299	STATE AID - FEMA	.00	5,672.05	50.13	.00	.00	.00	
68.4500.0000.4441	FAIR-POP MACHINE REVENUE	.00	.00	.00	.00	.00	.00	
68.4500.0000.4590	GATE RECEIPTS	37,083.00	.00	38,525.00	.00	36,000.00	39,000.00	40,000.00
68.4500.0000.4591	BEER GARDEN	.00	.00	.00	.00	.00	.00	
68.4500.0000.4592	GIFTS AND DONATIONS	5,814.00	.00	9,781.00	4,000.00	4,500.00	5,500.00	6,500.00
68.4500.0000.4593	GRANDSTAND RECEIPTS	.00	.00	.00	.00	.00	.00	
68.4500.0000.4594	SPACE RENTAL/CONCESSIONAIR	5,616.00	95.00	5,422.69	883.00	6,000.00	6,000.00	6,800.00
68.4500.0000.4595	CONTEST ENTRY FEES (HARNES	.00	.00	.00	.00	.00	.00	
68.4500.0000.4596	FAIREST OF THE FAIR CONTES	60.00	.00	.00	.00	.00	.00	
68.4500.0000.4597	EXHIBITOR ENTRY FEES	3,016.90	.00	2,598.04	.00	3,500.00	3,000.00	3,000.00
68.4500.0000.4598	ADMINISTRATIVE INCOME (REF	.00	.00	187.08	.00	.00	.00	
68.4500.0000.4599	ADVERTISEMENT INCOME	.00	.00	.00	.00	.00	.00	
68.4500.0000.4600	STALL-PEN-HORSE BARN FEES	500.00	600.00	600.00	171.00	500.00	500.00	600.00
68.4500.0000.4601	USE OF GROUNDS RENTALS	2,925.00	.00	2,525.00	.00	3,000.00	1,135.76	1,135.00
68.4500.0000.4602	STORAGE FEES	12,185.16	14,424.00	16,027.23	455.00	14,000.00	18,500.00	18,500.00
68.4500.0000.4603	CAMPING REVENUE	829.40	.00	950.54	.00	2,000.00	2,000.00	2,000.00
68.4500.0000.4604	CARNIVAL INCOME	15,146.29	.00	17,212.09	.00	15,500.00	18,000.00	19,500.00
68.4500.0000.4605	ELECTRIC/WATER/SEWER	4,356.50	1,200.00	3,673.30	125.00	3,000.00	3,000.00	3,000.00
68.4500.0000.4606	TELEPHONE	624.96	625.00	100.00	.00	625.00	.00	
68.4800.0000.4822	MISCELLANEOUS RENT	4,521.00	4,800.00	6,000.00	.00	5,000.00	7,200.00	6,000.00
68.4800.0000.4840	OTHER MISCELLANEOUS REVENU	15,597.28	.00	3,249.80	.00	15,600.00	15,000.00	15,000.00
68.4800.0000.4851	COUNTY FAIR GRANTS	.00	.00	.00	.00	.00	.00	
							125,635.76	128,835.00

Within two years we hope to have $15000 in additional revenue with new added events hosted by the fair office and outside persons
In that revenue we hope to have income from rental of buildings for private functions and Airbnb stays

FUND ACCOUNT	ACCOUNT DESCRIPTION	ACTUAL 12-31-2019	ACTUAL 12-31-2020	ACTUAL 12-31-2021	ACTUAL 06-30-2022	REVISED BUDGET	2023 Request
65.5651.0000.5111	SALARIES - REGULAR	3,103.10	3,288.60	3,166.80	1,564.92	3,390.66	3,543.54
65.5651.0000.5141	PER DIEM	600.00	480.00	1,080.00	600.00	780.00	1,080.00
65.5651.0000.5151	FICA - COUNTY SHARE	242.18	250.84	304.34	156.02	319.06	271.08
65.5651.0000.5152	RETIREMENT - COUNTY SHARE	203.26	221.97	213.73	101.74	220.39	240.96
65.5651.0000.5153	DENTAL INSURANCE-CO SHARE	62.86	60.25	62.87	31.43	62.86	62.86
65.5651.0000.5154	HEALTH INSURANCE - COUNTY	1,624.03	1,652.45	1,734.15	992.58	1,985.17	2,282.95
65.5651.0000.5155	LIFE INSURANCE - COUNTY SH	1.70	1.68	2.53	1.55	3.09	3.09
65.5651.0000.5161	HEALTH INS REIMBURSEMENT D	.00	.00	.00	.00	200.00	200.00
65.5651.0000.5211	REGISTRATION AGENT FEES	216.00	260.00	84.00	.00	200.00	200.00
65.5651.0000.5222	LIGHTS	965.41	854.16	764.12	426.01	1,300.00	1,300.00
65.5651.0000.5225	TELEPHONE	480.12	480.12	440.11	200.05	480.36	.00
65.5651.0000.5249	REPAIRS & MAINTENANCE	23,595.11	19,821.56	30,652.41	4,377.98	9,566.91	20,000.00
65.5651.0000.5311	POSTAGE AND ENVELOPES	71.48	74.77	.00	.00	130.00	130.00
65.5651.0000.5313	PRINTING	.00	4.00	.00	3.00	4.00	4.00
65.5651.0000.5324	DUES (HIDDEN VALLEYS)	1,101.96	1,367.96	1,101.96	.00	.00	.00
65.5651.0000.5326	ADVERTISING	654.36	3,765.60	574.70	.00	470.00	470.00
65.5651.0000.5339	MILEAGE	.00	.00	7.14	55.08	525.00	525.00
65.5651.0000.5593	LICENSING	.00	175.00	.00	.00	175.00	350.00
65.5651.0000.5913	RICHLAND CENTER PARK	5,000.00	5,000.00	5,000.00	.00	5,000.00	5,000.00
65.5651.0000.5914	CAZENOVIA VILLAGE PARK	.00	300.00	.00	.00	300.00	300.00
65.5651.0000.5915	GOTHAM VILLAGE PARK	.00	300.00	.00	.00	300.00	300.00
65.5651.0000.5916	BOAZ VILLAGE PARK	300.00	300.00	300.00	.00	300.00	300.00
65.5651.0000.5917	LONE ROCK VILLAGE PARK	.00	300.00	.00	.00	300.00	300.00
65.5651.0000.5918	VIOLA VILLAGE PARK	300.00	.00	300.00	.00	300.00	300.00
65.5651.0000.5919	MICK MEMORIAL PARK	300.00	300.00	300.00	.00	300.00	300.00
65.5651.0000.5940	RECREATIONAL TRAIL	.00	.00	.00	.00	.00	300.00
65.5651.0000.5943	PINE RIVER TRAIL	.00	.00	63.00	484.70	.00	.00
65.5651.0000.5999	BILLS - NO LINE DETAIL	29.53	25.00	2,519.38	65.13	.00	.00
65.5651.0506.5999	BILLS - NO LINE DETAIL	.00	.00	.00	.00	.00	.00
65.5651.0507.5999	BILLS - NO LINE DETAIL	.00	.00	.00	.00	.00	.00
							37,763.48

Proposed 2024
9,038.25
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300.00
300.00
300.00
40,940.35

County Fair/Recycling/Parks

Carla Doudna

	57%	**Fairgrounds**	**43%**	**Recycling**			68.5614	57.5730		
		Annual Hours	Hourly Rate		Employee (EE)	**Employer (ER)**	Fairgrounds	Recycling	*Check*	(57% County Fair & 43% Recycling)
2023 Annual Salary		1456	17.61			**$25,640.16**	14,614.89	11,025.27	-	
FICA	7.65%					**$1,961.47**	1,118.04	843.43	-	
Retirement-EE	6.80%				$1,743.53					
Retirement-ER	6.80%					**$1,743.53**	993.81	749.72	-	
Health Ins-EE	22.00%	$0.00	12		$0.00					
Health Ins-ER	78.00%	$0.00	12			**$0.00**	-	-	-	*5% increase
Dental Ins-EE	50.00%	$0.00	12		$0.00					
Dental Ins-ER	50.00%	$0.00	12			**$0.00**	-	-	-	
Life Ins-EE	100.00%	$6.82	12		$81.84					
Life Ins-ER	20.00%	$6.82	12			**$16.37**	9.33	7.04	-	
HRA						**$0.00**	-	-	-	
Total					$1,825.37	**$29,361.53**	16,736.07	12,625.46	-	

Carla Doudna(Fairgrounds ONLY)

68.5614		Annual Hours	Hourly Rate		Employee (EE)	**Employer (ER)**	
2023 Annual Salary		400	17.61			**$7,044.00**	*5% increase
FICA	7.65%					**$538.87**	
Retirement-EE	6.80%				$478.99		
Retirement-ER	6.80%					**$478.99**	
Health Ins-EE	22.00%	$0.00	12		$0.00		
Health Ins-ER	78.00%	$0.00	12			**$0.00**	
Dental Ins-EE	50.00%	$0.00	12		$0.00		
Dental Ins-ER	50.00%	$0.00	12			**$0.00**	
Life Ins-EE	100.00%	$0.00	12		$0.00		
Life Ins-ER	20.00%	$0.00	12			**$0.00**	
HRA						**$0.00**	
Total					$478.99	**$8,061.86**	

Beauford Marshall **(100% County Fair)**

68.5614		Annual Hours	Hourly Rate		Employee (EE)	**Employer (ER)**	
2023 Annual Salary		600	14.15			**$8,490.00**	*5% increase
FICA	7.65%					**$649.49**	
Total					$0.00	**$9,139.49**	

Christine Hady **(100% County Fair)**

68.5614		Annual Hours	Hourly Rate		Employee (EE)	**Employer (ER)**	
2023 Annual Salary		375	13.39			**$5,021.25**	*5% increase
FICA	7.65%					**$384.13**	
Total					$0.00	**$5,405.38**	

Tammy Cannoy-Bender

	90% Land Cons.		**10% Cty Parks**				10.5741	65.5651		
		Annual Hours	Hourly Rate		Employee (EE)	**Employer (ER)**	Land Cons	Cty Parks	*Check*	(90% Land Conservation, 10% County Parks)
2023 Annual Salary		1820	19.56			**$35,599.20**	32,039.28	3,559.92	-	
FICA	7.65%					**$2,723.34**	2,451.00	272.33	-	
Retirement-EE	6.80%				$2,420.75					
Retirement-ER	6.80%					**$2,420.75**	2,178.67	242.07	-	
Health Ins-ER	88.00%	$1,811.42	12			**$21,737.04**	19,563.34	2,173.70	-	*5% increase

Dental Ins-EE	50.00%	$104.77	12		$628.62				
Dental Ins-ER	50.00%	$104.77	12			**$628.62**	565.76	62.86	-
Life Ins-EE	100.00%	$12.87	12		$154.44				
Life Ins-ER	20.00%	$12.87	12			**$30.89**	27.80	3.09	-
HRA						**$1,000.00**	900.00	100.00	-
Total					$3,203.81	**$64,139.83**	57,725.85	6,413.98	-

County Fair 57%	
Salary	$35,170.14
FICA	$3,172.47
Retirement	$993.81
Health Insurance	$0.00
Dental Insurance	$0.00
Life Insurance	$9.33
HRA	$0.00
GRAND TOTAL	$39,345.75
check	-

Recycling 43%	
Salary	$11,025.27
FICA	$958.18
Retirement	$749.72
Health Insurance	$0.00
Dental Insurance	$0.00
Life Insurance	$7.04
HRA	$0.00
GRAND TOTAL	$12,740.21
check	-

Tammy - Parks 10%	
Salary	$3,559.92
FICA	$332.00
Retirement	$242.07
Health Insurance	$2,173.70
Dental Insurance	$62.86
Life Insurance	$3.09
HRA	$100.00
GRAND TOTAL	$6,473.65

Per Diems	$1,300.00
Per Diems FICA (7.65%)	$99.45
Overtime	$600.00
Overtime FICA (7.65%)	$45.90
Judges/Superintendents	$4,400.00
Temp-Casual FICA (7.65%)	$336.60

Per Diems	$1,500.00
Per Diems Fica (7.65%)	$114.75
Carla's Gross Wages	$25,640.16
Fair (57%)	$14,614.89
Recycling (43%)	$11,025.27

Per Diems	$780.00
Per Diems Fica (7.65%)	$59.67

Total Hour Per Resolution	1456		
Recycling (Hours Per Week)	12 x 52	624	42.86%
Fair (Hours Per Week)	16 x 52	832	57.14%

County Fair/Recycling

Carla Doudna	57%	**Fairgrounds**	**43%**	**Recycling**			68.5614	57.5730		
		Annual Hours	Hourly Rate		Employee (EE)	**Employer (ER)**	Fairgrounds	Recycling	*Check*	(57% County Fair & 43% Recycling)
2023 Annual Salary		1456	17.61			**$25,640.16**	14,614.89	11,025.27	-	
FICA	7.65%					**$1,961.47**	1,118.04	843.43	-	
Retirement-EE	6.80%				$1,743.53					
Retirement-ER	6.80%					**$1,743.53**	993.81	749.72	-	
Health Ins-EE	22.00%	$0.00	12		$0.00					
Health Ins-ER	78.00%	$0.00	12			**$0.00**	-	-	-	*5% increase
Dental Ins-EE	50.00%	$0.00	12		$0.00					
Dental Ins-ER	50.00%	$0.00	12			**$0.00**	-	-	-	
Life Ins-EE	100.00%	$6.82	12		$81.84					
Life Ins-ER	20.00%	$6.82	12			**$16.37**	9.33	7.04	-	
HRA						**$0.00**	-	-	-	
Total					$1,825.37	**$29,361.53**	16,736.07	12,625.46	-	

Carla Doudna(Fairgrounds ONLY)

68.5614		Annual Hours	Hourly Rate		Employee (EE)	**Employer (ER)**	
2023 Annual Salary		400	17.61			**$7,044.00**	*5% increase
FICA	7.65%					**$538.87**	
Retirement-EE	6.80%				$478.99		
Retirement-ER	6.80%					**$478.99**	
Health Ins-EE	22.00%	$0.00	12		$0.00		
Health Ins-ER	78.00%	$0.00	12			**$0.00**	
Dental Ins-EE	50.00%	$0.00	12		$0.00		
Dental Ins-ER	50.00%	$0.00	12			**$0.00**	
Life Ins-EE	100.00%	$0.00	12		$0.00		
Life Ins-ER	20.00%	$0.00	12			**$0.00**	
HRA						**$0.00**	
Total					$478.99	**$8,061.86**	

Beauford Marshall (100% County Fair)

68.5614		Annual Hours	Hourly Rate		Employee (EE)	**Employer (ER)**	
2023 Annual Salary		600	14.15			**$8,490.00**	*5% increase
FICA	7.65%					**$649.49**	
Retirement-EE	6.80%						
Retirement-ER	6.80%						
Total					$0.00	**$9,139.49**	

Christine Hady (100% County Fair)

68.5614		Annual Hours	Hourly Rate		Employee (EE)	**Employer (ER)**	
2023 Annual Salary		375	13.39			**$5,021.25**	*5% increase
FICA	7.65%					**$384.13**	
Total					$0.00	**$5,405.38**	

Department Support- LTE Clerical

		Annual Hrs	Hourly Rate		Employee (EE)	**Employer (ER)**	
2023 Annual Salary		675	13.39			**$9,038.25**	Position from Parks - nonbenefit
FICA	7.65%					**$691.43**	
Total						**$9,729.68**	

County Fair 57%	
Salary	$35,170.14
FICA	$2,835.87
Retirement	$1,472.80
Health Insurance	$0.00
Dental Insurance	$0.00
Life Insurance	$9.33
HRA	$0.00
GRAND TOTAL	$39,488.14
check	336.60

Per Diems	$1,300.00
Per Diems FICA (7.65%)	$99.45
Overtime	$600.00
Overtime FICA (7.65%)	$45.90
Judges/Superintendents	$4,400.00
Temp-Casual FICA (7.65%)	**$336.60**
Total Hour Per Resolution	1456
Recycling (Hours Per Week)	12 x 52
Fair (Hours Per Week)	16 x 52

624	42.86%
832	57.14%

Recycling 43%	
Salary	$11,025.27
FICA	$958.18
Retirement	$749.72
Health Insurance	$0.00
Dental Insurance	$0.00
Life Insurance	$7.04
HRA	$0.00
GRAND TOTAL	$12,740.21
check	-

Per Diems	$1,500.00
Per Diems Fica (7.65%)	$114.75
Carla's Gross Wages	$25,640.16
Fair (57%)	$14,614.89
Recycling (43%)	$11,025.27

Clerical- Parks	
Salary	$9,038.25
FICA	$691.43
Retirement	$0.00
Helath Insurance	$0.00
Dental Insurance	$0.00
Life Insurance	$0.00
HRA	$0.00
GRAND TOTAL	$9,729.68

Per Diems	$780.00
Per Diem FICA (7.65%)	$55.67

Parks

	Needs:	Funding Sources:								
		Operations Levy	Debt Service Levy			Revenues				
	Esitmated Expense:	Annual Operations Levy	G.O. Debt / Short Term Fund #92	G.O. Debt Fund #75	G.O. Debt Long / Term Bounding	Foundation / Partnership Funded	Fed or State Grant or Funding	Service Fees / Other	Defered, reduced or removed	Notes:
2023 Projects & Equipment:										
A Toilet Facilities Viola Park	**$ 20,000.00**		$ 10,000.00				$ 10,000.00			Looking to change these to enclosed portapotties
B Toilet Facility Rifle Range	**$ 20,000.00**		$ 10,000.00				$ 10,000.00			Looking to change these to enclosed portapotties
C Pine Valley Trail	**$ 40,000.00**		$ 40,000.00							
D										
E										
Subtotal:	**$ 80,000**	$ -	$ 60,000	$ -	$ -	$ -	$ 20,000	$ -	**$ -**	
2024 Projects & Equipment:										
A Toilet Facility Pier Park	**$ 25,000.00**		$ 12,500.00				$ 12,500.00			Looking to change these to enclosed portapotties
B										
C										
D										
E										
Subtotal:	**$ 25,000**	$ -	$ 12,500	$ -	$ -	$ -	$ 12,500	$ -	**$ -**	
2025 Projects & Equipment:										
A Stair Pier Park	**$ 20,000.00**		$ 20,000.00							Looking to change these to enclosed portapotties
B										
C										
D										
E										
Subtotal:	**$ 20,000**	$ -	$ 20,000	$ -	$ -	$ -	$ -	$ -	**$ -**	
2026 Projects & Equipment:										
A										
B										
C										
D										
E										
Subtotal:	**$ -**	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**$ -**	
2027 Projects & Equipment:										
A										
B										
C										
D										
E										
Subtotal:	**$ -**	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**$ -**	

Extended Planning:

Department Name

	Needs:	Funding Sources:								
		Operations Levy	Debt Service Levy			Revenues				
	Esitmated Expense:	Annual Operations Levy	G.O. Debt / Short Term Fund #92	G.O. Debt Fund #75	G.O. Debt Long / Term Bounding	Foundation / Partnership Funded	Fed or State Grant or Funding	Service Fees / Other	Defered, reduced or removed	Notes:
2028 Projects & Equipment:										
A										
B										
C										
D										
E										
Subtotal:	**$ -**	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**$ -**	
2029 Projects & Equipment:										
A										
B										
C										
D										
E										
Subtotal:	**$ -**	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**$ -**	
2030 Projects & Equipment:										
A										
B										
C										
D										
E										
Subtotal:	**$ -**	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**$ -**	
2031 Projects & Equipment:										
A										
B										
C										
D										
E										
Subtotal:	**$ -**	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**$ -**	
2032 Projects & Equipment:										
A										
B										
C										
D										
E										
Subtotal:	**$ -**	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**$ -**	

I've listed out some of our thoughts for the County Outdoor Recreational Plan.

- Move all buildings to City Water
- Upgraded power lines and boxes to host more camping and event camping
- Update some of our camping sites with water, create primitive tent sites
- Add a dump station with water tank filling services, constructing a road for that area
- Plant trees in areas that won't interfere with underground electrical or proposed new water lines, green space area
- Expand road to our Kayak port with additional parking areas and green space areas
- Expand our grandstand area for outdoor venues
- Transition our Conservation Building into a rental cabin- adding plumbing and heat for year round rental- Along with this conversation was the thought of offering short term camping for traveling nurses and such
- Build a maintenance/storage building for equipment, picnic tables, benches, portable stage and more that can be rented or used at the grounds
- Build another Pavilion or two on the grounds with water and electrical
- Upgrade our outdoor lighting
- Transition primary electrical lines underground- if able
- Upgrade our track lights for events and place water at Dull Building for track events to serve food

As you all know, our spot is a great central location for most of what we promote in our area; ATV/UTV routes, snowmobile trails, hunting, fishing, biking, snow shoeing, horseback riding, kayaking, tubing and more.

Richland County Health & Human Services and Veterans Standing Committee

Agenda Item Cover

Agenda Item Name: Responses to Referendum Ad Hoc Committee Questions

Unit:	HHS	Presented By:	Tricia Clements
Date of Meeting:	December 8, 2022	Action Needed:	Vote // Referendum Ad Hoc Cmt
Disclosure:	Open Session	Authority:	
Date submitted:	December 7, 2022	Referred by:	Referendum Ad Hoc Committee

Recommendation and/or action language: Motion to.... Refer the requested information to the Referendum Ad Hoc Committee.

Background: At the November 21, 2022 Referendum Ad Hoc Committee meeting, a list of questions was presents to HHS. These questions were generated after reviewing the 2024 – 2027 Budget Levy Reduction per Resolution 22-96 Directive.

1. **What do the acronyms AMSO, APS, SOR, CYF, and CYS stand for? In general, it would be helpful to write out terms before acronyms are used regularly.**
   AMSO – Agency Management, Support and Overhead
   APS – Adult Protective Services
   SOR – State Opioid Response
   CYS – Child and Youth Services/CYF – Child, Youth and Families (previous name of the unit)
   CCS – Comprehensive Community Services
   CST – Coordinated Services Team
   SWWDB – Southwest Wisconsin Workforce Development Board
   ADRC – Aging and Disability Resource Center
   MOE – Maintenance of Effort
   WHEAP – Wisconsin Home Energy Assistance Program

2. **Are the 2026 and 2027 amounts for the upgrade of the electronic health record system a maintenance fee for the system (i.e., $100k purchase in 2025, $10k fee in 2026, $10k fee in 2027)**
   Yes

3. **Why does the elimination of the APS/Crisis Worker only provide a savings of $27k each year, and not $82k as listed in an earlier column?**
   The APS/Crisis worker would be partially funded through the APS funds we receive on a yearly basis from the State and from Crisis funds that are also received. Additionally, we can bill insurance for crisis response and that would provide additional funds for the program. Due to these other funding sources, the amount of levy in the position is $27,000.

4. **Please explain in more detail how the restructuring of the behavioral health clinic provides a net savings of $70k to $80k each year.**
   A request has been made to change three Mental Health Therapist positions to Mental Health Case Managers. The Mental Health Case Manager positions would be primarily funded through CCS, which is all billable to Medicaid. This frees up the Base County Allocation (BCA) to be used with other positions that have tax levy in them. Additionally, transitioning the leased CCS position to a county position would save the administrative cost that are paid to SWWDB.

5. **Is the children's long-term support program being eliminated with $37k? How is there no service impact?**
   We would not be eliminating the Children's Long Term Support program as it is a mandated service to provide. Historically, the county was mandated by the State to provide a Maintenance of Effort in the program. This requirement has been eliminated. Due to being able to bill Medicaid for the service facilitation provided by staff through the program, this revenue will be used to fund the program.

6. **Treatment Court is listed as a $130k expense but the recommended decrease is $27k. Why the difference? Also, CST is listed as a $72k expense but the recommended decrease is $12k. Why the difference?**
   Both Treatment Court and CST are programs primarily funded by State grants. The State requires us to provide match (levy) in the programs. The CST program provides $60,000 yearly. The county is then responsible to provide a 20% match of funds used. This program does not generate revenue. All funds are used to support the program.

   Each year we submit a proposed budget for Treatment Court. There is then a mandated match that we need to provide. The required match is 25%. The amount received for Treatment Court varies from year to year based on available funds and the proposed budget we provide.

7. **How can moving the Nutrition Program to ADRC provide a cost savings if the levy will need to be increased once ARPA funds run out?**
   This will not result in a cost savings but will free up additional funds that can be used to provide direct services to the community.

8. **Please describe the practical day-to-day impacts of a $10k reduction in the $26k transportation program.**
   The transportation program is funded by grants from the State and the Federal Government. Yearly, we receive around $120,000. To receive these funds, we have to present a match that requires a combination of levy and in kind. We are lowering the levy amount to the amount of match required.

9. **What agency will be taking over the WHEAP program?**
   Energy Services Inc (ESI) is a private non-profit agency that the State of Wisconsin contracts with to provide the service. They began providing this service in Richland County in 2022.

10. **Has any other county borrowed to comply with court-ordered child and adult placements? Please provide our committee with the statutory language and legal interpretation that allows borrowing for this purpose to occur.**
    As far as we know, this has not happened. Barron County is currently in the beginning stages of discussion on this. For statutory language and legal interpretation, please see the attached memo from Attolles Law, S.C.

11. **Most counties our size have HHS staffing levels of 40 – 50. Under the current proposals, what would be the total staffing level of the HHS in each year? Please note Capital Consortium employees allocated to other counties in future staffing level figures.**
    Our current staffing level is 69. If you take out the 9 extra Capital Consortium employees, our level is at 60. In 2024, if the HR Department is established, our staffing level will be at 58. In 2025, if the Finance Department is created, we are then down to 56. In 2026, we would eliminate the Treatment Court position and 1 additional position, putting us down to 54 staff.

    It is very hard to compare our Department with other county Health and Human Services/Social Services/Human Services. Each county provides different services and this results in a need for different staffing levels.

12. **2025 and 2026 have large overages. What is the thinking behind providing those instead of delaying or modifying other cuts?**
    This is something that we looked at a lot while creating this chart. We would propose a function/service/position change and it would modify our end number to a place where we did not come into compliance with the overall request made to us. Due to this, we ended up leaving the chart as it was with more significant overages in 2025 and 2026, but with an end result that kept us in compliance.

    These overages allow us some flexibility in those years in case our expected revenue is not met or if we have more revenue, we then have the ability to possibly keep a function/service/position.

13. **Has HHS assessed reductions in grants and other revenue streams if certain cuts are made? Can these be briefly described in relevant line items?**
    While completing the required long range planning we assessed the reduction in grants and other revenue streams. With a reduction in administrative/fiscal staff, there will be a reduction the amount of AMSO that we received. The amount of the reduction is not more than the cost of having the staff. AMSO does not provide full reimbursement for the staff.

14. **Please provide one updated chart (i.e., combine the HHS & Veterans charts) based on the actions of the HHS & Veterans Committee at their October 13th meeting.**
    Provided via email on November 29, 2022 from Stephanie Ronnfeldt.

Attachments and References:

Attolles Law, S.C. Legal Memorandum	

Financial Review:
(please check one)

	In adopted budget	Fund Number	
	Apportionment needed	Requested Fund Number	
	No financial impact		

Approval:

Department Head

Review:

Administrator, or Elected Office (if applicable)

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

ATTOLLES
LAW, S. C.

LEGAL MEMORDANDUM

TO: Wisconsin County Executives and Administrators Association
Wisconsin Counties Association

FROM: Attolles Law, s.c.

RE: County Levy Limit Exclusion For Certain Debt Obligations

DATE: August 16, 2022

You have asked for a brief overview of a county's ability to issue debt to pay expenses necessary to comply with a court order or associated with the provision of liability insurance, property insurance or risk management services, which debt would then be excluded from the county's levy limit calculation. Our review of the statutes follows.

The Levy Limit Calculation

Pursuant to Wis. Stat. § 66.0602(2)(a), a county is prohibited from increasing its property tax levy in any year "by a percentage that exceeds [the county's] valuation factor." This simply means a county may set its levy at no more than the prior year's levy plus what is termed "net new construction." While this statute creates a cap on levy authority, there are several categories of expense that are not included in the levy limit calculation. Specifically, when determining a county's levy limit, "amounts levied by [the county] for the payment of any general obligation debt service" are excluded. Wis. Stat. § 66.0602(3)(d)2. Put simply, principal and interest payments on general obligation debt issued by the county are exempt from levy limits. *Id.*; Wis. Stat. § 66.0602(1)(a).

Debt Issuance Requirements

Under Wis. Stat. § 67.04(5)(a), "the proceeds of any municipal bonds or notes issued by a county … shall not be used to fund the operating expenses of the general fund of the county or to fund the operating expenses of any special revenue fund of the county that is supported by property taxes." As a general proposition, this statute limits a county's ability to issue debt otherwise authorized under Wis. Stat. ch. 67 to pay expenses that are considered operating expenses, as opposed to debt issued to support capital expenses associated with a "project" as defined in Wis. Stat. § 67.04(1)(ar), which is allowed.

However, Wis. Stat. § 67.04(5)(b) contains three (3) exceptions to the general rule that a county may issue debt only for the purpose of paying capital expenses. Specifically, this statute provides

that a county may pay the following categories of expenses with borrowed funds (*i.e.*, bond or notes authorized under Wis. Stat. ch. 67):

1. Expenses needed to comply with a court order or judgment;

2. Expenses associated with the provision of liability insurance, property insurance, or risk management services under s. 611.11(4); or

3. Expenses necessary to pay unfunded prior services liability contributions under the Wisconsin retirement system, or to pay unfunded prior service liability with respect to an employee retirement system, if all of the net proceeds of the note will be used to pay for such contributions or payments.

We have conducted a brief search of Wisconsin precedent and Attorney General Opinions and found no example of a court or the Attorney General interpreting or applying this statute. Ultimately, we believe a court would interpret the statute according to its plain meaning. See *State ex rel. Kalal v. Circuit Court for Dane County*, 2004 WI 58. In other words, if a county is able to demonstrate a particular expense clearly falls within one of the three enumerated categories, the county may issue debt (according to the procedures in Wis. Stat. ch. 67)[1] and use the proceeds of the borrowing to pay for the expense.

In conclusion, as indicated above, if a county issues debt to pay an expense authorized under Wis. Stat. § 67.04(5)(b), the debt service (principal and interest) associated with the debt is not included in the county's levy limit calculation pursuant to Wis. Stat. § 66.0602(3)(d)2.

If you have any questions surrounding the statutes or our analysis, please do not hesitate to contact us. We appreciate the opportunity to be of service to WCEA, WCA and their members.

[1] Specifically, the conditions associated with debt issuance contained in Wis. Stat. § 67.045(1) apply to any debt a county issues, including debt issued to support an expense authorized under Wis. Stat. § 67.04(5)(b).

Referendum Committee request for information

From: Tom Rislow

Thu 12/8/2022 3:42 PM

To:
Shaun Murphy-Lopez;
Richard McKee;
Cc:
Marty Brewer;
Clinton Langreck;

Shaun,
Since Richard McKee, Pine Valley's Trustee chair, deferred a response to me,
I can share with you the idea that I would be bringing to the Trustees
In order to 'escalate profits'… (so your Ad-Hoc committee has something)

Our idea would be to work with International Manpower Connection (IMC), to secure multiple Filipino caregivers to work at Pine Valley.
Similar efforts are already occurring in at least Barron and Dodge County facilities.
This would require coordination between IMC's attorney and Richland County's corporate counsel, Economic Development, and
Southwest Tech (to provide C.N.A. training).
The process from start to finish may take 12-24 months, and if successful (caregivers here and trained and on board) would enable PV to increase its occupancy, and revenues.

Tom Rislow, Administrator
Pine Valley Community Village

Richland County Administrator's Office

Clinton Langreck, Administrator
PO Box 310
Richland Center, WI 53581-0310
Office: (608) 647-2197 Phone: (608) 649-5960 FAX: (608) 647-6134
Email: clinton.langreck@co.richland.wi.us

To: Chair Murphey-Lopez; Referendum Ad Hoc Committee

Subject: Response to 21 Nov 2022 Ad Hoc Committee Information Request

Date: 08 December 2022

Chair Murphey-Lopez,

In the November 21st, 2022 Referendum Ad Hoc Committee Meeting, a request for additional information was made to the Public Works Standing Committee:

- "The portion of the Courthouse Maintenance budget that may be included to the property tax levy."

Response:

It is not recommended at this time that any portion of the tasking to the Public Works Committee be attributed to the Courthouse Maintenance Budget. The department is a two-person operation performing maintenance and custodial services for roughly 52,086 square feet of historic courthouse. The current budget consists of roughly $127,000 of $222,000 in payroll and benefits. (reference attachment) The building hosts 24/7 operations with inclusion of a jail, aged HVAC systems/controls, grounds maintenance and a list of capital improvement needs. (reference attachment)

In a glance/google effort of investigating industry standards for maintenance and custodial staffing support per square foot of facility:

50,000 square feet =1FTE Maintenance Staff, 22% outsourced (reporting)
28,000 square feet =1 FTE Custodial Staff, 62% outsourced (reporting)

Much of the facilities planned maintenance projects are currently designated for capital short-term borrowing. (reference attachment)

There is an additional Fund 43 "Courthouse Maintenance" fund that exists. The county has contributed $20,000 annually into this account over the last several years. This fund is intended as a large-item, unplanned repair fund. In the last two years we have deferred large projects to Fund #75 and ARPA funds for the sake of these funds having a deadline for expenditures. With the approaching depletion of these funds, fund #43 will become the

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primary option for responding to critical and unplanned system or structure failures. The current balance of this fund is at $71,367.51.

I would recommend any follow-on requests for exploring the centralization of county-wide building maintenance (or research into contracted custodial support, or operations of other counties) be differed until current organizational restructuring initiatives are decided on and implemented.

Thank you and stay safe.

Clint Langreck
Administrator

Reference on staffing:

https://www.facilitiesnet.com/facilitiesmanagement/article/Facility-Staffing-Levels-Maintenance-Custodial-and-Grounds-Care--17471

corroborate report:

https://www.apsva.us/wp-content/uploads/2018/10/Allocation-of-Custodians-in-Comparable-School-Districts-Arlington-Public-Schools.pdf

CC: Randy Nelson, Maintenance Supervisor
Steve Williamson, Public Works Standing Committee; Chair
Barb Scott; MIS Director
Josh Elder, Highway Commissioner

GENERAL FUND

	ACTUAL DOLLARS				BUDGETS			
	12-31-2019	12-31-2020	12-31-2021	06-30-2022	REVISED BUDGET	2023 Request	DIFFERENCE	PCT
COURTHOUSE PROJECT								
10.5194.0000.5111 SALARIES - REGULAR	48,714.59	85,430.34	82,911.72	40,819.20	88,441.60	92,851.20	4,409.60	4.9
10.5194.0000.5113 SALARIES - OVERTIME	0.00	368.24	587.43	0.00	1,070.03	1,123.47	53.44	4.9
10.5194.0000.5150 SECTION 125 PLAN-CO SHARE	53.66	101.76	101.90	50.40	162.00	162.00	0.00	0.0
10.5194.0000.5151 FICA - COUNTY SHARE	3,555.55	6,362.73	6,198.18	3,022.50	6,847.64	7,189.47	341.83	4.9
10.5194.0000.5152 RETIREMENT - COUNTY SHARE	3,190.68	5,791.38	5,636.25	2,653.32	5,818.26	6,390.28	572.02	9.8
10.5194.0000.5153 DENTAL INSURANCE-CO SHARE	534.06	813.06	575.76	219.72	439.44	439.44	0.00	0.0
10.5194.0000.5154 HEALTH INSURANCE - COUNTY	12,492.78	13,296.62	13,954.32	7,986.96	15,973.90	18,369.96	2,396.06	14.9
10.5194.0000.5155 LIFE INSURANCE - COUNTY S	33.31	68.09	80.93	41.64	83.30	83.30	0.00	0.0
10.5194.0000.5161 HEALTH INS REIMBURSEMENT	0.00	0.00	0.00	0.00	2,000.00	2,000.00	0.00	0.0
10.5194.0000.5217 PEST CONTROL	1,308.84	1,117.53	1,117.53	1,172.49	1,500.00	1,500.00	0.00	0.0
10.5194.0000.5222 RICHLAND UTILITIES	37,624.44	42,959.85	46,423.63	18,008.98	40,000.00	45,000.00	5,000.00	12.5
10.5194.0000.5225 TELEPHONE	406.10	680.04	653.91	297.20	400.00	400.00	0.00	0.0
10.5194.0000.5226 HEAT	11,988.73	10,782.14	9,515.49	12,423.75	10,000.00	12,000.00	2,000.00	20.0
10.5194.0000.5288 ELEVATOR MAINTENANCE	1,898.74	845.00	2,655.50	0.00	1,000.00	1,000.00	0.00	0.0
10.5194.0000.5291 FIRE SYSTEM MAINTENANCE	1,268.92	710.04	0.00	1,367.90	250.00	1,000.00	750.00	300.0
10.5194.0000.5293 HVAC MAINT AND REPAIR	20,412.46	13,496.06	2,547.13	347.50	6,000.00	5,000.00	1,000.00-	16.6-
10.5194.0000.5297 REFUSE COLLECTION	3,682.18	3,183.98	3,277.37	2,958.37	4,000.00	4,000.00	0.00	0.0
10.5194.0000.5319 SUPPLIES	6,499.84	11,614.46	9,829.18	5,112.57	10,000.00	10,000.00	0.00	0.0
10.5194.0000.5326 ADS	171.80	59.85	0.00	0.00	0.00	0.00	0.00	0.0
10.5194.0000.5339 MILEAGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0
10.5194.0000.5347 CARPET CLEANING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0
10.5194.0000.5351 GASOLINE	0.00	77.55	177.60	125.17	250.00	250.00	0.00	0.0
10.5194.0000.5356 MAINTENANCE AND REPAIRS	11,598.01	7,358.97	5,693.65	3,654.92	5,000.00	5,000.00	0.00	0.0

GENERAL FUND

	ACTUAL DOLLARS			BUDGETS				
	12-31-2019	12-31-2020	12-31-2021	06-30-2022	REVISED BUDGET	2023 Request	DIFFERENCE	PCT
COURTHOUSE								
PROJECT								
10.5194.0000.5814								
NEW EQUIPMENT OVER $5000	0.00	0.00	0.00	0.00	2,500.00	0.00	2,500.00-	100.0-
10.5194.0000.5818								
RENTAL OF EQUIP (SKID STE	0.00	1,269.63	1,196.37	0.00	1,300.00	1,000.00	300.00-	23.0-
10.5194.0000.5819								
NEW EQUIPMENT	15,334.92	1,639.44	1,081.44	159.99	1,000.00	1,000.00	0.00	0.0
10.5194.0000.5906								
UNEMPLOYMENT COMPENSATION	1,396.12	1,014.98	0.00	1,015.04-	1,000.00	1,000.00	0.00	0.0
10.5194.0000.5970								
CONTRACT SERVICES	5,525.00	1,235.00	6,972.47	4,798.25	1,600.00	5,000.00	3,400.00	212.5
10.5194.0000.5998								
DEFICIENCY APPROPRIATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0
10.5194.0000.5999								
BILLS-NO LINE DETAIL	0.00	1,600.00	0.00	0.00	0.00	0.00	0.00	0.0
PROJECT TOTAL	187,690.73	211,876.74	201,187.76	104,205.79	206,636.17	221,759.12	15,122.95	7.3
COURTHOUSE TOTAL	187,690.73	211,876.74	201,187.76	104,205.79	206,636.17	221,759.12	15,122.95	7.3
GENERAL FUND TOTAL	187,690.73	211,876.74	201,187.76	104,205.79	206,636.17	221,759.12	15,122.95	7.3

Expenditure Budget Comparison

	ACTUAL DOLLARS				BUDGETS			
	12-31-2019	12-31-2020	12-31-2021	06-30-2022	REVISED BUDGET	2023 Request	DIFFERENCE	PCT
GRAND TOTAL	187,690.73	211,876.74	201,187.76	104,205.79	206,636.17	221,759.12	15,122.95	7.3

TOTAL NUMBER OF RECORDS PRINTED 30

Courthouse

Randall Nelson

		Annual Hours	Hourly Rate		Employee (EE)	**Employer (ER)**
2023 Annual Salary		2080	26.16			**$54,412.80**
Overtime		28.50	39.24			**$1,118.34**
FICA	7.65%					**$4,248.13**
Retirement-EE	6.80%				$3,776.12	
Retirement-ER	6.80%					**$3,776.12**
Health Ins-EE	12.00%	$869.79	12		$1,252.50	
Health Ins-ER	88.00%	$869.79	12			**$9,184.98**
Dental Ins-EE	50.00%	$36.62	12		$219.72	
Dental Ins-ER	50.00%	$36.62	12			**$219.72**
Life Ins-EE	100.00%	$21.06	12		$252.72	
Life Ins-ER	20.00%	$21.06	12			**$50.54**
HRA						**$1,000.00**
Total					$5,501.06	**$74,010.63**

*4.5% increase

Deanna Hunt

		Annual Hours	Hourly Rate		Employee (EE)	**Employer (ER)**
2023 Annual Salary		2080	18.28			**$38,022.40**
Overtime		0	27.42			**$0.00**
FICA	7.65%					**$2,908.71**
Retirement-EE	6.80%				$2,585.52	
Retirement-ER	6.80%					**$2,585.52**
Health Ins-EE	12.00%	$869.79	12		$1,252.50	
Health Ins-ER	88.00%	$869.79	12			**$9,184.98**
Dental Ins-EE	50.00%	$36.62	12		$219.72	
Dental Ins-ER	50.00%	$36.62	12			**$219.72**
Life Ins-EE	100.00%	$13.65	12		$163.80	
Life Ins-ER	20.00%	$13.65	12			**$32.76**
HRA						**$1,000.00**
Total					$4,221.54	**$53,954.09**

*4.5% increase

Courthouse	
Salary	$92,435.20

Overtime	$1,118.34
FICA	$7,156.84
Retirement	$6,361.64
Health Insurance	$18,369.96
Dental Insurance	$439.44
Life Insurance	$83.30
HRA	$2,000.00
GRAND TOTAL	$127,964.72

check -

Courthouse Maintenance

	Needs:	Funding Sources:								
		Operations Levy	Debt Service Levy			Revenues				
	Estimated Expense:	Annual Operations Levy	G.O. Debt / Short Term Fund #92	G.O. Debt Fund #75	G.O. Debt Long / Term Bounding	Foundation / Partnership Funded	Fed or State Grant or Funding	Service Fees / Other	Deferred, reduced or removed	Notes:
2023 Projects & Equipment:										
A Heat Exchangers (3 per year)	$ 18,000.00		$ 18,000.00							
B Ceiling repair to law library and victim witness rooms	$ 15,000.00		$ 15,000.00							
C Chiller under the Jail										Delay until 2024
D										
E Lawn Mower (Lawn Tractor)	$ 3,500.00		$ 3,500.00							
F Signage update	$ 5,000.00		$ 5,000.00							Update signage needs for authorized areas, new office locations, etc.
E										
Subtotal:	$ 41,500	$ -	$ 41,500.00	$ -	$ -	$ -	$ -	$ -	$ -	
2024 Projects & Equipment:										
A Heat Exchangers (3 per year)	$ 18,000.00		$ 18,000.00							
B Boiler Replacement										Delay until 2025
C Parking lot - taking out islands and curbs										Cost with highway, consider exchange of funding
D Lock and key change and update	$ 70,000.00		$ 70,000.00							
E Chiller under the Jail	$ 120,000.00		$ 120,000.00							
Subtotal:	$ 208,000	$ -	$ 208,000.00	$ -	$ -	$ -	$ -	$ -	$ -	
2025 Projects & Equipment:										
A Heat Exchangers (3 per year)	$ 19,000.00		$ 19,000.00							
B New Carpet and Paint for: Register in Probate, Jury Room, Law Library, Witness, Child Support, Veterans)	$ 5,000.00		$ 5,000.00							
C Lift on East side to small court room	$ 1,000,000.00								$ 1,000,000.00	Estimate from City Auditorium Project for Comparable. External with Brick. Potential for CDBG. - Find Smaller Internal Lift Solution.
D Boiler Replacement	$ 100,000.00		$ 100,000.00							
Subtotal:	$ 1,124,000	$ -	$ 124,000.00	$ -	$ -	$ -	$ -	$ -	$ 1,000,000	
2026 Projects & Equipment:										
A Heat Exchangers (3 per year)	$ 19,000.00		$ 19,000.00							
B										
C Heat Controls Update (air to electronic)										
D Jury Bathroom										
E										
Subtotal:	$ 19,000	$ -	$ 19,000.00	$ -	$ -	$ -	$ -	$ -	$ -	
2027 Projects & Equipment:										
A Heat Exchangers (3 per year)	$ 19,000.00		$ 19,000.00							
B Window Replacement on Southside of Courthouse	$ 50,000.00		$ 50,000.00							
C Vault renovations / Air flow										
D Lift from second to third floor	$ 100,000.00		$ 100,000.00							
E										
Subtotal:	$ 169,000	$ -	$ 169,000.00	$ -	$ -	$ -	$ -	$ -	$ -	

Extended Planning:

Department Name

	Needs:	Funding Sources:								
		Operations Levy	Debt Service Levy			Revenues				
	Estimated Expense:	Annual Operations Levy	G.O. Debt / Short Term Fund #92	G.O. Debt Fund #75	G.O. Debt Long / Term Bounding	Foundation / Partnership Funded	Fed or State Grant or Funding	Service Fees / Other	Deferred, reduced or removed	Notes:
2028 Projects & Equipment:										
A										
B										
C										
D										
E										
Subtotal:	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
2029 Projects & Equipment:										
A										
B										
C										
D										
E										
Subtotal:	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
2030 Projects & Equipment:										
A										
B										
C										
D										
E										
Subtotal:	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
2031 Projects & Equipment:										
A										
B										
C										
D										
E										
Subtotal:	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
2032 Projects & Equipment:										
A										
B										
C										
D										
E										
Subtotal:	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	

Richland County Administrator's Office

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To: Chair Murphey-Lopez; Referendum Ad Hoc Committee

Subject: Response to 21 Nov 2022 Ad Hoc Committee Information Request

Date: 08 December 2022

Chair Murphey-Lopez,

In the November 21st, 2022 Referendum Ad Hoc Committee Meeting, a request for additional information was made to the Public Works Standing Committee:

- "The portion of the Courthouse Maintenance budget that may be included to the property tax levy."

Response:

It is not recommended at this time that any portion of the tasking to the Public Works Committee be attributed to the Courthouse Maintenance Budget. The department is a two-person operation performing maintenance and custodial services for roughly 52,086 square feet of historic courthouse. The current budget consists of roughly $127,000 of $222,000 in payroll and benefits. (reference attachment) The building hosts 24/7 operations with inclusion of a jail, aged HVAC systems/controls, grounds maintenance and a list of capital improvement needs. (reference attachment)

In a glance/google effort of investigating industry standards for maintenance and custodial staffing support per square foot of facility:

50,000 square feet =1FTE Maintenance Staff, 22% outsourced (reporting)
28,000 square feet =1 FTE Custodial Staff, 62% outsourced (reporting)

Much of the facilities planned maintenance projects are currently designated for capital short-term borrowing. (reference attachment)

There is an additional Fund 43 "Courthouse Maintenance" fund that exists. The county has contributed $20,000 annually into this account over the last several years. This fund is intended as a large-item, unplanned repair fund. In the last two years we have deferred large projects to Fund #75 and ARPA funds for the sake of these funds having a deadline for

Richland County Administrator's Office

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expenditures. With the approaching depletion of these funds, fund #43 will become the primary option for responding to critical and unplanned system or structure failures. The current balance of this fund is at $71,367.51.

I would recommend any follow-on requests for exploring the centralization of county-wide building maintenance (or research into contracted custodial support, or operations of other counties) be differed until current organizational restructuring initiatives are decided on and implemented.

Thank you and stay safe.

Clint Langreck
Administrator

Reference on staffing:

https://www.facilitiesnet.com/facilitiesmanagement/article/Facility-Staffing-Levels-Maintenance-Custodial-and-Grounds-Care--17471

corroborate report:

https://www.apsva.us/wp-content/uploads/2018/10/Allocation-of-Custodians-in-Comparable-School-Districts-Arlington-Public-Schools.pdf

CC: Randy Nelson, Maintenance Supervisor
Steve Williamson, Public Works Standing Committee; Chair
Barb Scott; MIS Director
Josh Elder, Highway Commissioner

Richland County Referendum Ad Hoc Committee

Agenda Item Name: County Board Survey

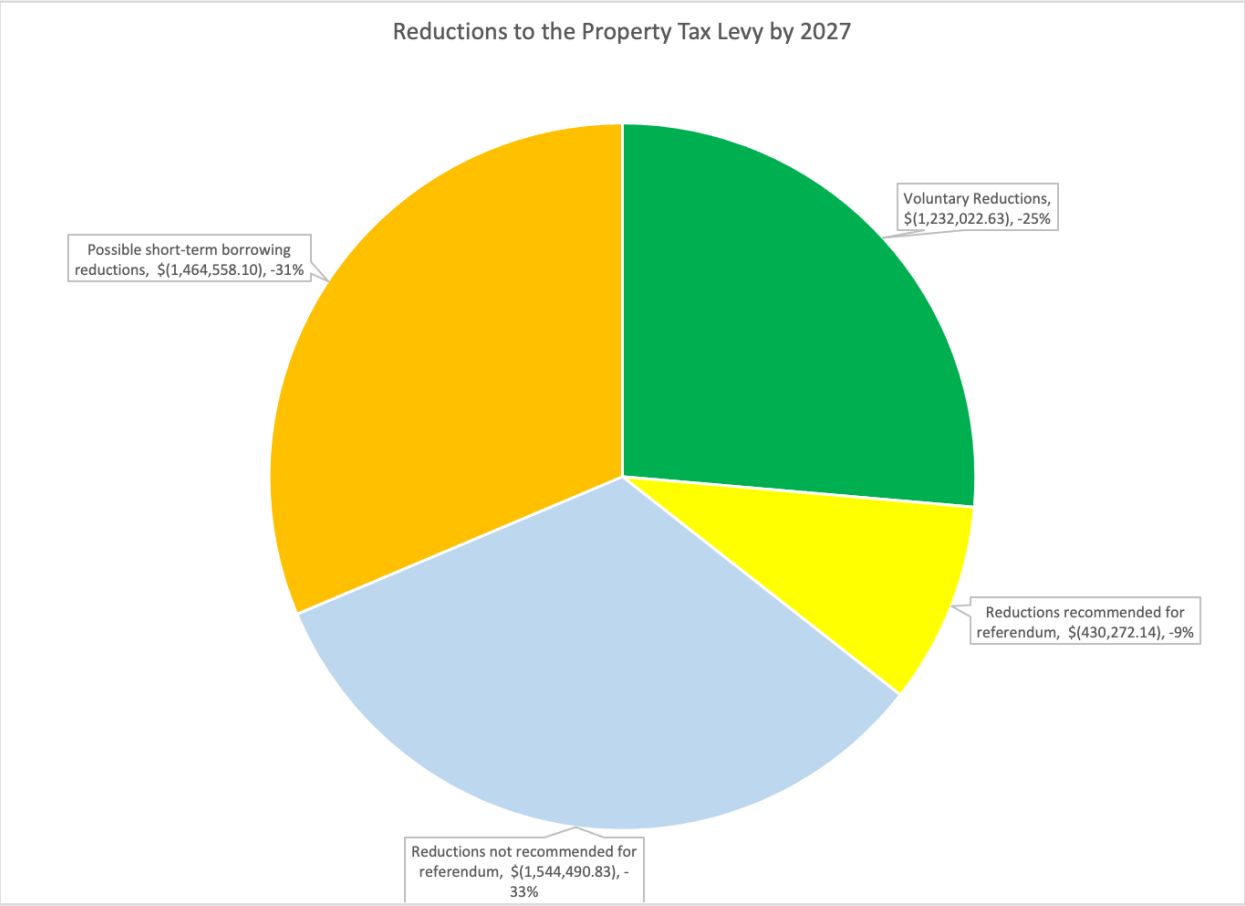
Department	County Board	**Presented By:**	Shaun Murphy-Lopez
Date of Meeting:	12/12/22	**Action Needed:**	Motion
Disclosure:	Open Session	**Authority:**	Resolution 22-74
Date submitted:	12/12/22	**Referred by:**	11/21/22 meeting

Recommendation and/or action language: A motion to approve the attached survey to be issued to the County Board.

Background: At the November 21st meeting, the committee approved the following questions to serve as a framework for developing a survey for the County Board.

1. What percent increase in property taxes are County Board members comfortable with?
2. What are the priorities of the County Board for funding?
3. Is the County Board comfortable with raising taxes through additional short-term borrowing for capital projects and court ordered placements?

At the December 5th meeting, the committee gave feedback on the draft survey. Question #3 has been built using the following the orange, blue, and yellow portions of the pie chart and data table below. Data table figure are rounded:



Richland County Referendum Ad Hoc Committee

Voluntary Reductions	$ 1,200,000
Reductions recommended for referendum	$ 400,000
Reductions not recommended for referendum	$ 1,500,000
Possible short-term borrowing reductions	$ 1,500,000
Total Reductions in 2027	**$ 4,600,000**

Attachments and References:

Financial Review:
(please check one)

	In adopted budget	Fund Number	
	Apportionment needed	Requested Fund Number	
	Other funding Source		
X	No financial impact		

Approval: **Review:**

_____ _____

Department Head Administrator, or Elected Office (if applicable)

Please return this survey to Administrative Assistant Cheryl Dull by the end of the day on Thursday, December 15th.

To: County Board Supervisor
From: Referendum Ad Hoc Committee
Subject: Survey for the Referendum

County Board Resolution 22-74 authorized our committee to:

1. Develop and recommend a referendum question
2. Work with committees and departments to develop a cost estimate

Administrator Langreck's 5-year financial plan from August 2022 identified an approximate gap of $4.6 million by 2027 to keep up with added expenses such as wage and health insurance increases. That gap was filled by County Board Resolutions 22-91, 22-92, 22-93, 22-94, 22-95, and 22-96, which directed committees to identify reductions to the operating levy for County services.

We asked committees and boards to voluntarily identify reductions that could be made permanent, versus those they believed could be place on a referendum. Most committees made voluntary reductions. Some committees requested that items be placed on a referendum, and some committees declined the invitation to recommend items for a referendum, as shown in the chart below.

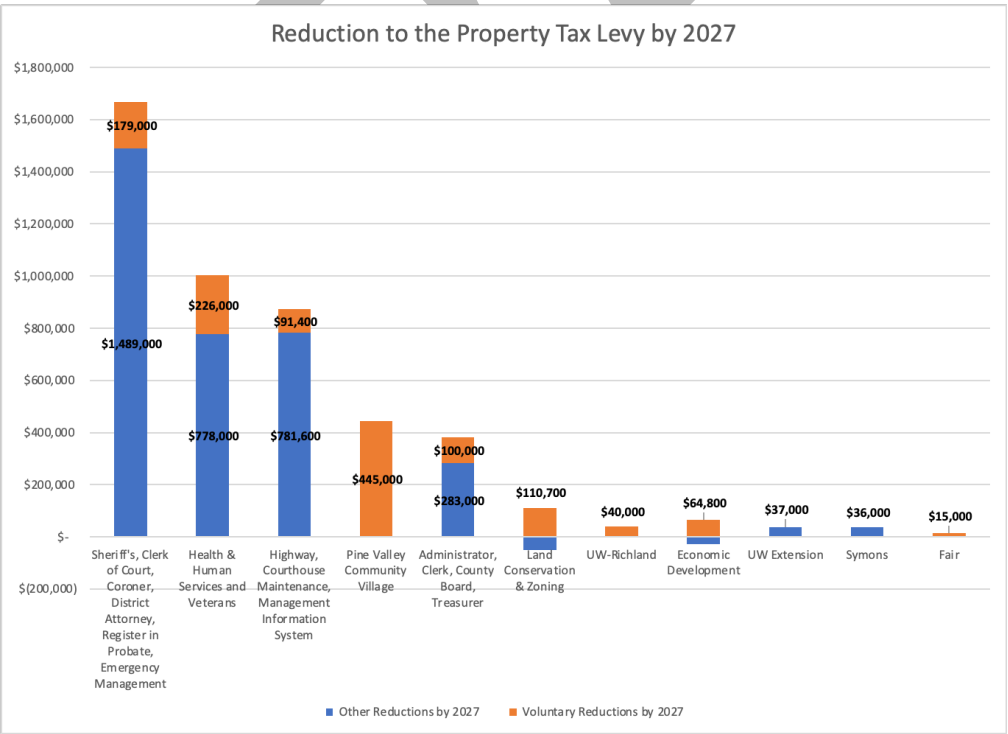


Figure 1. Items in orange are voluntary reductions to the property tax levy by 2027. Items in blue are other reductions.

First, we would like to ask you to rate your comfort level with shifting portions of the above annual expenses from the operating levy to the short-term borrowing levy:

Through the process of working with committees and departments, we learned of annual expenses in our operating levy that could be shifted to short-term capital borrowing:

1. Approximately $1 million of the $1.6 million **Highway Department's** annual operating levy is devoted to asphalt and equipment purchases.
2. Approximately $400,000 of the $2.4 million **Health & Human Services Department's** annual operating levy is devoted to court ordered placements. State statute 67.04(5)(b) allows counties to borrow for this purpose.
3. Approximately $460,000 of the $xxx,xxx **Administration Department budget's** annual operating levy is devoted to property and liability insurance. State statute 67.04(5)(b) allows counties to borrow for this purpose.

On a scale of 1 to 10, with **1 being the least comfortable** and **10 being the most comfortable**, how do you feel about borrowing for the following expenses:

Department	**Expenses**	**Enter a rating between 1 and 10:**
Highway	Asphalt and equipment	*Enter answer here:*
Health & Human Services	Court ordered placements	*Enter answer here:*
Administration	Property and liability insurance	*Enter answer here:*

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Second, we would like to ask you to tell us what percent increase in property taxes are you comfortable with:

By 2027, we are projecting approximately $3.4 million in expenses that could be funded with a property tax increase. The current property tax levy is approximately $10.5 million. This chart illustrates some scenarios:

Annual Tax Levy Change	**0%**	**2.5%**	**5.0%**	**7.5%**	**10%**
2023	$ 10,500,000.00	$ 10,500,000.00	$ 10,500,000.00	$ 10,500,000.00	$ 10,500,000.00
2024	$ 10,500,000.00	$ 10,762,500.00	$ 11,025,000.00	$ 11,287,500.000	$ 11,550,000.00
2025	$ 10,500,000.00	$ 11,031,562.50	$ 11,576,250.00	$ 12,134,062.50	$ 12,705,000.00
2026	$ 10,500,000.00	$ 11,307,351.56	$ 12,155,062.50	$ 13,044,117.19	$ 13,975,500.00
2027	$ 10,500,000.00	$ 11,590,035.35	$ 12,762,815.63	$ 14,022,425.98	$ 15,373,050.00
Difference between 2023 and 2027	**$ -**	**$ 1,090,035.35**	**$ 2,262,815.63**	**$ 3,522,425.98**	**$ 4,873,050.00**

Question	**Answer**
What **total annual percent change** to the property tax levy are you comfortable with?	*Enter answer here:*

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Third, we would like to ask you to prioritize the following services:

Services with top rankings will likely be funded with surpluses and additional short-term borrowing (should the County Board be comfortable with additional short-term borrowing). Services with middle rankings will likely be recommended for placement on an operating levy referendum. Services with bottom rankings will likely be permanently cut.

Please place an X in the 3rd column for services you believe should be prioritized. You can mark up to 10 X's. Leave all other rows blank.

Service	Estimated Annual Operating Levy Reduction by 2027	Mark an "X" in up to 10 rows. If more than 10 X's are marked, no answers will be counted.
Admin - Premium payment for property, liability and workers compensation insurance	$ 283,000	
Coroner - reduce levy funds for operations and staffing	$ 21,180	
Emergency Management and local planning committee- reduce levy funds for operations, staffing and conferences	$ 16,580	
Family Court Commissioner - reduce levy funds for operations and staffing	$ 12,064	
HHS - Court Ordered Adult Institutional Placement	$ 200,000	
HHS - Court Ordered Child Institutional Placement	$ 200,000	
HHS - eliminate Treatment Court	$ 27,103	
HHS - elimination of five full-time positions (TBD by potential organizational changes)	$ 175,445	
HHS - elimination of two Mental Health Therapists positions	$ 116,795	
HHS - keep Nutrition program in public health department (flexibility would be lost if needed to move to ADRC)	$ 25,033	
HHS - reduce the HHS technology budget	$ 15,594	
HHS - reductions in the Transportation Program	$ 9,605	
HWY and MIS - Asphalt and Equipment	$ 781,558	
Register in Probate - elimination of deputy position	$ 76,573	
Sheriff's Office - Reductions to multiple operations	$ 118,000	
Sheriff's -reduce operations and staffing (10 x Road Patrol Deputies, 1 x Investigator, 2 x Road Patrol sergeants by 2027)	$ 1,223,953	
Symons - reduce all county operation levy to Symons	$ 36,142	
UW Campus - Avoid the financial need to reduce operational levy for insurance and maintenance	$ 40,000	
UW Extension- Reduce the 4-H position to 85% time	$ 37,959	
Veterans Service Office - eliminate Benefits Specialist Position	$ 22,739	
Total	**$ 3,439,321**	

Thank you for taking our survey!

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