

**COUNTY OF RACINE  
FINANCE & HUMAN RESOURCES COMMITTEE**

Supervisor Q. A. Shakoor, II, Chairman  
Supervisor Robert N. Miller, Vice Chairman  
Supervisor Thomas H. Pringle, Secretary  
Supervisor Janet Bernberg  
Supervisor Brett Nielsen

Supervisor Donnie E. Snow  
Supervisor John A. Wisch  
Ryan Anderson, Youth in Governance Representative  
Ruby Ward, Youth in Governance Representative

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NOTICE OF MEETING OF THE  
FINANCE AND HUMAN RESOURCES COMMITTEE

DATE: **Monday October 16, 2017**

TIME: **6:00 P.M.**

PLACE: **IVES GROVE OFFICE COMPLEX  
AUDITORIUM  
14200 WASHINGTON AVENUE  
STURTEVANT, WISCONSIN 53177**

AGENDA –

1. Convene Meeting
2. Chairman Comments – Youth In Governance/Comments
3. Approve the minutes from the September 20, 2017 Meeting.
4. The Committee will review the following individual Department Budgets with Department Heads:
  - a) Public Works & Development Services Department including Building & Facilities Management Division, Development Services Division, Golf Division, Highway Division, Land Conservation Division, Land Information Office, Parks Division & SEWRPC - Public Works & Development Services Sections 21 – 27 & 29 – Capital in Statistical Section 43 pages 45 - 47 (2018 Full Budget PDF Starting Page 171 – Capital Page 476)
  - b) Reefpoint Marina – Public Works & Development Services Section 28 - Capital in Statistical Section 43 page 49 (2018 Full Budget PDF Starting Page 246 – Capital Page 480)
  - c) Corporation Counsel including Office of Child Support Services – Administrative Services Sections 7 & 8 (2018 Full Budget PDF Starting Page 86)
  - d) District Attorney’s Office including Victim Witness Office – Criminal Justice & Courts Sections 31 – 32 (2018 Full Budget PDF Starting Page 273)
  - e) Finance Department including Printing and Mail Division – Administrative Services Sections 11 & 12 (2018 Full Budget PDF Starting Page 106)
5. Correspondence and Miscellaneous
6. Adjournment

# FINANCE & HUMAN RESOURCES COMMITTEE ACTION ONLY

**Requestor/Originator** Finance Department

**Committee/Individual Sponsoring:** Finance & Human Resources Committee

**Date of Committee Meeting:** 10/16/2017

**Signature of Committee Chairperson  
/Designee:** \_\_\_\_\_

**Description:** Approval of the minutes from the September 20, 2017 Finance & Human Resources  
Committee  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Motion:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Action:** **County Board Supervisors**  
 Approve  
 Deny

**Youth In Governance**  
 Approve  
 Deny

**FINANCE AND HUMAN RESOURCES COMMITTEE MEETING**  
**September 20, 2017**

IVES GROVE OFFICE COMPLEX  
AUDITORIUM  
14200 WASHINGTON AVENUE  
STURTEVANT, WISCONSIN 53177

Meeting attended by: Chairman Shakoor II, Supervisors Bernberg, Miller, Nielsen, Pringle, Snow and Wisch, Youth Representatives Anderson and Ward, Finance Director Alexandra Tillmann, Human Resources Director Karen Galbraith, Chief of Staff MT Boyle, Finance & Budget Manager Kris Tapp, County Treasurer Jane Nikolai, Anne Mollerskov, and Fiscal Manager Brian Nelson.

**Agenda Item #1 - Convene Meeting**

Meeting Called to Order at 5:00 pm by Chairman Shakoor.

**Agenda Item #2 – Chairman Shakoor II – Youth in Governance/Comments**

Chairman Shakoor II read the Youth in Governance statement.

**Agenda Item #3 – Public Comments**

None.

**Agenda Item #4 – Approval of Minutes from the September 6, 2017 Meeting.**

**Action:** Approve the minutes from the September 6, 2017 meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #5 – Jane Nikolai – Sale of In Rem Properties – Action of the Finance & Human Resources Committee Only.**

**Action:** Approve the sale of parcel 002-021919091000 – 8106 Monroe St to Theresa Kartye for \$10,000. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Action:** Approve the sale of parcel 104-042206040000 - Hwy 41 to Livcoopmax LLC (Daniel & Kristine Siudak) for \$211,000. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Action:** Approve the sale of parcel 016-041912089020 – Tichigan Rd to Scott Krzman/Cindy Ensinger for \$5,500. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Action:** Approve the sale of parcel 181-032222300001 to Johnson Redevelopment Corporation for \$320,000. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Action:** Approve the sale of parcel 186-032130143000 - 1101 High Street to Justin Schamber for \$12,000. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Action:** Approve the sale of parcel 276-000000240001 – 512 Park Avenue to Map Sixth Street LLC for \$1,000. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #6- County Treasurer – Jane Nikolai – Donation of In Rem Properties – 2430 Sunrise Rd to the Village of Caledonia and 7431 Old Spring Street & 2039 Green Bay S Rd to the Village of Mt Pleasant both Municipalities will transfer the properties to the Great Lakes Community Conservation Corps – 2017 – Resolution – 1<sup>st</sup> Reading at the September 26, 2017 County Board Meeting.**

**Action:** Authorize the donation of In Rem Properties – 2430 Sunrise Rd to the Village of Caledonia and 7431 Old Spring Street & 2039 Green Bay S Rd to the Village of Mt Pleasant both Municipalities will transfer the properties to the Great Lakes Community Conservation Corps – 2017 – 1<sup>st</sup> Reading at the September 26, 2017 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #7 - Requests for Transfer**

**7a – Finance Department – Kris Tapp - Transfer of \$150,000 within the Jail 2017 Budget and authorize the purchase of capital and equipment - 2017 – Resolution – 1<sup>st</sup> Reading at the September 26, 2017 County Board Meeting.**

**Action:** Authorize the transfer of \$150,000 within the Jail 2017 Budget and authorize the purchase of capital and equipment– 2017 – Resolution – 1<sup>st</sup> Reading at the September 26, 2017 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**7b – Human Services – Hope Otto – Transfer of \$18,466 within the Human Service Department 2017 Budget – Movement of 1 FTE Data Manager from the Workforce Solution division in the Operations divisions and transfer of funds to coordinate with the position transfer - 2017 – Resolution – 1<sup>st</sup> Reading at the September 26, 2017 County Board Meeting.**

**Action:** Authorize the transfer of \$18,466 within the Human Service Department 2017 Budget – movement of 1 FTE Data Manager from the Workforce Solution division in the Operations divisions and transfer of funds to coordinate with the position transfer– 2017 – Resolution – 1<sup>st</sup> Reading at the September 26, 2017 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #8- Communication Referrals from County Board Meeting:**

**Action:** Receive and file items a – e. **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #9 – Staff Report – No Action Items.**

- a.) Next Finance & Human Resources Committee meeting is October 4, 2017
- b.) Audit & Single Audit moved to October 4, 2017.
- c.) Change to Department Budget Meetings with Finance & Human Resources Committee – New Calendar attached and will be handed out at the September 26, 2017 County Board Meeting.

**Agenda Item #10- Adjournment**

**Action:** Adjourn the meeting at 5:22 pm. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays.

**2018 NON-AUTHORIZED BUDGET SUMMARY**  
**Building & Facilities Management Division**

	2016 Actuals	2017 Original Budget	2017 Revised Budget	2017 YTD Actuals	2017 Projected	2018 Executive Budget	Change from 2017 Budget	
							\$	%
<b>Revenues</b>								
Intergovernmental	698,104	887,804	887,804	361,574	711,792	864,454	(23,350)	-2.600%
Fees, Fines & Forfeitures	254	0	0	1,921	2,500	0		
Other	3,653	3,000	3,000	1,070	2,138	3,000	0	0.000%
<b>Expenditures</b>								
Personnel Services	1,030,666	1,180,437	1,180,437	748,094	1,051,509	1,150,734	(29,703)	-2.500%
Purchase of Services	1,207,072	1,184,622	1,276,924	754,011	1,052,542	1,247,059	62,437	5.300%
Supplies & Other	1,240,425	1,166,305	1,166,305	777,579	1,289,998	1,569,232	402,927	34.500%
Capital	0	0	0	0	0	0		
Reserves	0	(86,716)	(86,716)	(86,716)	(86,716)	0	86,716	-100.000%
<b>Tax Levy Impact</b>	<b>2,776,152</b>	<b>2,553,844</b>	<b>2,646,146</b>	<b>1,828,403</b>	<b>2,590,903</b>	<b>3,099,571</b>	<b>545,727</b>	<b>21.400%</b>

<b>Budgeted Positions</b>							
County	13	15	15		15	15	
Contracted	1	1	1		1	1	

**Highlights**

Restructure of Building and Facilities Management staff  
 Creation of Maintenance Supervisor - West - position share with Highway & Parks  
 Reclassification of Maintenance Eng I to Maintenance Eng II - Courthouse  
 Elimination of Maintenance Eng II - RCDKSC

Budgeted for the Close of the WRCSC April 2018 - Including rent for space once the building closed

Capital Projects in the Capital Projects budget:  
 Courthouse - Window Replacement - 1/2 of the funds in 2018 remainder of funds to be budgeted in 2019  
 RCDKSC - Fire alarm system replacement for floors 1 - 4

<b>Significant Changes</b>		\$	FTE
Supplies & Others	Increased utility cost for inmates from DOC Bed Rental	262,362	
Supplies & Others	Overall increase in utility cost for Courthouse and LEC	108,400	
Purchase of Services	Rent for replacement space for WRCSC	60,000	

**2018 NON-AUTHORIZED BUDGET SUMMARY**

**Development Services Division**

	2016 Actuals	2017 Original Budget	2017 Revised Budget	2017 YTD Actuals	2017 Projected	2018 Executive Budget	Change from 2017 Budget	
							\$	%
<b>Revenues</b>								
Intergovernmental	76,799	75,400	75,400	64,255	76,000	75,400	0	0.000%
Fees, Fines & Forfeitures	226,655	194,000	194,000	186,350	194,000	208,494	14,494	7.500%
Other	6,025	0	0	200	203	0		
<b>Expenditures</b>								
Personnel Services	547,238	562,578	562,578	397,565	534,058	591,085	28,507	5.100%
Purchase of Services	112,687	91,164	91,164	63,058	98,826	96,670	5,506	6.000%
Supplies & Other	11,210	10,385	10,385	4,948	10,431	10,360	(25)	-0.200%
Capital	0	0	0	0	0	0		
<b>Tax Levy Impact</b>	<b>361,656</b>	<b>394,727</b>	<b>394,727</b>	<b>214,766</b>	<b>373,112</b>	<b>414,221</b>	<b>19,494</b>	<b>4.900%</b>

<b>Budgeted Positions</b>							
County	7.5	6	6		6	6.5	
Contracted	1.4	1.6	1.6		1.6	1.6	

<b>Highlights</b>	
<p>Movement of .5 FTE Permit Tech back to Development Services from Land Information System</p> <p>Reclassification of 1 FTE Permit Tech E010 to Dev Serv Specialist E040</p> <p>With the economy turning around and new house building taking off Development Services is busy</p> <p>Provides services to several municipalities</p>	

<b>Significant Changes</b>		\$	FTE
Personnel	Movement of .5 FTE Non Rep - Exempt E010 Permit Tech from Land Information to Development Services Division	33,373	0.5

**2018 NON-AUTHORIZED BUDGET SUMMARY**

**Highway Division**

	2016 Actuals	2017	2017	2017	2017 Projected	2018	Change from 2017	
		Original Budget	Revised Budget	YTD Actuals		Executive Budget	\$	%
<b>Revenues</b>	16,104,487	15,022,060	15,022,060	5,720,050	14,895,621	15,189,264	167,204	1.100%
<b>Expenditures</b>	17,482,594	16,729,558	16,836,058	7,059,240	16,702,671	16,908,079	178,521	1.100%
<b>Tax Levy Impact</b>	1,378,107	1,707,498	1,813,998	1,339,190	1,807,050	1,718,815	11,317	0.700%

<b>Budgeted Positions</b>							
County	62.8	60.525	60.525		60.525	58.675	
Contracted	7.027	7.777	7.777		7.777	7.777	

<b>Highlights</b>	
Reclassification of Accounting Technician N060 to Payroll Specialist E040	
Creation of 2 FTE Machine Operator (State) PW 22 Sunset Positions	
Restructure of Staff - Position share of Maintenance Supervisor - West with Park, elimination of .725 Maint Assistant and contracting for cleaning staff for Ives Grove Complex	
Creation of a 1 FTE Mechanic PW 37 - 2nd Shift	
Capital Projects:	
CTH MM from STH 31 to STH 38 - This is a state project	
Loomis Road from STH 164 to Fries Ln - Once this road is completed it will be given to Town of Norway	

<b>Significant Changes - Revenue</b>		\$	FTE
Revenue	Increased revenue to 2 Additional State Sunset Machine Operator positions	157,860	

<b>Significant Changes - Expense</b>		\$	FTE
Expense	Increased cost of 2 Additional State Sunset Machine Operator positions	157,860	

**2018 NON-AUTHORIZED BUDGET SUMMARY**

**Land Conservation Division**

	2016	2017	2017	2017	2017	2018	Change from 2017	
	Actuals	Original Budget	Revised Budget	YTD Actuals	Projected	Executive Budget	\$	%
<b>Revenues</b>								
Intergovernmental	238,522	222,559	222,559	905	221,059	238,124	15,565	7.000%
Fees, Fines & Forfeitures	5,500	5,200	5,200	3,500	10,200	6,400	1,200	23.100%
Other	45,120	17,000	17,000	46,767	47,000	28,000	11,000	64.700%
<b>Expenditures</b>								
Personnel Services	179,485	183,210	183,210	129,219	183,210	254,075	70,865	38.700%
Purchase of Services	174,750	158,634	158,634	101,060	159,832	121,481	(37,153)	-23.400%
Supplies & Other	24,936	22,940	22,940	19,929	23,050	24,434	1,494	6.500%
Capital	0	0	0	0	0	0		
<b>Tax Levy Impact</b>	90,029	120,025	120,025	199,036	87,833	127,466	7,441	6.200%

<b>Budgeted Positions</b>								
County	2	2	2	2	2	3		
Contracted	1	1	1	1	1	0		

<b>Highlights</b>	
Creation of 1 FTE Conservation Planner E040 and eliminating 1 FTE C/S Technical Services	
Reclassification of 1 FTE County Conservationist from E050 to E060	
Reclassification of 1 FTE Conservation Specialist from E040 to E050	

<b>Significant Changes - Revenue</b>		\$	FTE
Intergovernmental	Increase WI Dept of AG Soil & Water Conservation grant due to the creation of a county position net of the eliminatoion of the Contracted Services	6,917	
Intergovernmental	Increase WI Dept of AG Soil & Water Conservation grant due to reclassification of the County Conservationist & Conservation Specialist	3,557	
Other	Increase in Vendor Grants	10,000	

<b>Significant Changes</b>		\$	FTE
Personnel Services	Creation of 1 FTE Non Rep - Exempt Conservation Planner	67,398	
Personnel Services	Reclassification of County Conservationist & Conservation Specialist	2,429	
Purchase of Services	Elimination of 1 FTE C/S Technical Services due to creation of of Conservation Planner	(54,380)	
Purchase of Services	Increase of Contracted Services due to increased Vendor Grants	10,000	



**2018 NON-AUTHORIZED BUDGET SUMMARY**

**Land Information Office**

	2016 Actuals	2017 Original Budget	2017 Revised Budget	2017 YTD Actuals	2017 Projected	2018 Executive Budget	Change from 2017 Budget	
							\$	%
<b>Revenues</b>								
Intergovernmental	26,000	1,000	1,000	51,000	51,000	1,000	0	0.000%
Fees, Fines & Forfeitures	231,504	239,477	239,477	162,424	204,656	228,532	(10,945)	-4.600%
Other	75	1,000	1,000	0	0	1,000	0	0.000%
<b>Expenditures</b>								
Personnel Services	133,026	171,557	171,557	117,807	160,762	140,401	(31,156)	-18.200%
Purchase of Services	103,366	69,820	69,820	162,423	138,724	91,931	22,111	31.700%
Supplies & Other	59	100	100	207	200	(12,800)	(12,900)	-12900.000%
Capital	4,500	0	0	0	0	11,000	11,000	
<b>Tax Levy Impact</b>	(16,628)	0	0	67,013	44,030	0	0	

<b>Budgeted Positions</b>							
County	0.25	0.75	0.75	0.75	0.75	0.25	
Contracted	1	1	1	1	1	1	

<b>Highlights</b>	
<p>Moved .5 FTE GIS/Permit Tech E010 from Land Information back to Development Services</p> <p>Fund from reserves an enhancement to the Tax System to allow county residents to view payments made to municipalities immediately instead of waiting until after settlement</p>	

<b>Significant Changes</b>		\$	FTE
Personnel Services	Movement of .5 FTE GIS/Permit Tech E010 back to Development Services	(33,373)	(0.50)
Purchase of Services	Increase in Software Maintenance account for the GIS System and Tax Software	9,753	
Purchase of Services	Increase budget for County Survey - Non Lapsing account	12,000	
Supplies & Other	Use of reserves from Non Lapsing Equipment account for Tax Software Enhancement	(13,000)	
Capital	Tax Software Enhancement one time capital project	11,000	

**2018 NON-AUTHORIZED BUDGET SUMMARY**

**Parks Division**

	2016 Actuals	2017 Original Budget	2017 Revised Budget	2017 YTD Actuals	2017 Projected	2018 Executive Budget	Change from 2017 Budget	
							\$	%
<b>Revenues</b>								
Intergovernmental	36,884	46,025	46,025	914	46,025	46,025	0	0.000%
Fees, Fines & Forfeitures	333,769	323,580	323,580	333,000	326,199	352,691	29,111	9.000%
Other	46,093	0	0	603	603	0		
<b>Expenditures</b>								
Personnel Services	471,356	533,430	533,430	356,956	434,455	545,486	12,056	2.300%
Purchase of Services	678,453	636,342	636,342	456,871	652,409	651,087	14,745	2.300%
Supplies & Other	431,034	471,686	471,686	413,902	465,942	526,640	54,954	11.700%
Capital	0	0	0	0	0	0		
Use of Reserves	0	(25,000)	(25,000)	(25,000)	(25,000)	0	25,000	-100.000%
<b>Tax Levy Impact</b>	<b>1,164,097</b>	<b>1,246,853</b>	<b>1,246,853</b>	<b>868,212</b>	<b>1,154,979</b>	<b>1,324,497</b>	<b>77,644</b>	<b>6.200%</b>

<b>Budgeted Positions</b>								
County	7.30	6.55	6.55	6.55	6.55	5.55		
Contracted	2.53	2.53	2.53	2.53	2.53	2.53		

<b>Highlights</b>	
Restructure of Staff - Position share of Non Rep - Exempt E050 Maintenance Supervisor - West with Highway, elimination of 1 FTE Non Rep - Exempt E050 Park Maint Supervisor  Putting funds into a non-lapsing account for Quarry Lake Park for operational costs  Changes to the fee schedule for Picnic Fees, Entrance Fees, Sports Fees and Camping Fees  Capital Projects in the Capital Projects budget:	

<b>Significant Changes - Revenues</b>			\$	FTE
Fees, Fines & Forf	Changes to the fee schedule projected to result in additional income		27,000	

<b>Significant Changes - Expenses</b>			\$	FTE
Personnel Services	Compensation Change for Lifeguards and Entrance aids		13,016	
Personnel Services	Increase usage of Highway Mechanic time		13,256	
Supplies & Others	Creation of Non Lapsing Materials account for Quarry Lake Park		50,000	

**2018 NON-AUTHORIZED BUDGET SUMMARY**

**Reefpoint Marina**

	2016	2017	2017	2017	2017	2018	Change from 2017	
	Actuals	Original Budget	Revised Budget	YTD Actuals	Projected	Executive Budget	\$	%
<b>Revenues</b>								
Intergovernmental	0	0	0	0	0	0		
Fees, Fines & Forfeitures	1,261,888	1,281,298	1,281,298	1,172,123	1,300,389	1,333,762	52,464	4.100%
Other	443,070	395,000	395,000	89,867	420,100	440,000	45,000	11.400%
<b>Expenditures</b>								
Personnel Services	0	0	0	0	0	0		
Purchase of Services	777,753	749,110	749,110	325,615	776,410	896,425	147,315	19.700%
Supplies & Other	633,909	827,188	827,188	436,883	822,338	857,337	30,149	3.600%
Capital	0	100,000	100,000	0	29,000	20,000	(80,000)	-80.000%
<b>Tax Levy Impact</b>	(293,296)	0	0	(499,492)	(92,741)	0	0	#DIV/0!

<b>Budgeted Positions</b>								
County	0	0	0	0	0	0		
Contracted	8.71	8.71	8.71	8.71	8.71	8.71		

<b>Highlights</b>	
Funds in the budget for JTR Group to perform an evaluation of the existing structure and market trend and present the results to Racine County	
Capital Project: South Staircase Replacement	

<b>Significant Changes - Revenues</b>			\$	FTE
Fees, Fines & Forf	Increase in Slip Rental revenues for annual and transient		33,878	
Other	Increase in the General Store sales		45,000	

<b>Significant Changes - Expenses</b>			\$	FTE
Purchase of Service	Consultant for evaluation of the existing structure and market trend		60,000	
Purchase of Service	Increase in Temporary Help - F3 Marina		25,000	
Purchase of Service	Increase in F3 Marina Bonus		15,000	
Purchase of Service	Janitorial expense first time budgeting for these services		20,000	
Other	Increase in funds available for store sale goods to go with the increase revenue		20,000	

**2018 NON-AUTHORIZED BUDGET SUMMARY**

**Corporation Counsel**

	2017		2017		2017		2018		Change from 2017	
	2016 Actuals	Original Budget	Revised Budget	YTD Actuals	2017 Projected	Executive Budget	Executive Budget	Change from 2017 Budget	\$	%
<b>Revenues</b>										
Intergovernmental	0	0	0	0	0	0				
Fees, Fines & Forfeitures	2,449	500	500	418	405	500				
Other	0	0	0	0	0	0				
<b>Expenditures</b>										
Personnel Services	506,493	523,991	523,991	379,426	527,948	451,174	(72,817)			-13.900%
Purchase of Services	13,301	16,054	16,054	10,398	16,205	18,614	2,560			15.900%
Supplies & Other	14,853	15,450	15,450	8,970	17,764	15,150	(300)			-1.900%
Capital	0	0	0	0	0	0				
<b>Tax Levy Impact</b>	<b>532,198</b>	<b>554,995</b>	<b>554,995</b>	<b>398,376</b>	<b>561,512</b>	<b>484,438</b>	<b>(70,557)</b>			<b>-12.700%</b>

<b>Budgeted Positions</b>									
County	5.15	5.15	5.15		5.15	4.65			
Contracted	0	0	0		0	0			

<b>Highlights</b>	
<p>Michael Lanzdorf promoted to Corporation Counsel</p> <p>Change the allocation of the Administrative Assistant - County Executive between the Corporation Counsel and the County Executive Office to align the work load.</p>	

<b>Significant Changes</b>		\$	FTE
Personnel	Change of position share Non Rep - Exempt E030 Admin Asst Cty Exec from .90 FTE to .10 FTE	(38,814)	(0.50)
Personnel	Promotion of Michael Lanzdorf to Corporation Counsel and then filling the vacant Asst Corporation Counsel resulted in savings of wages and fringe benefits	(34,003)	

**2018 NON-AUTHORIZED BUDGET SUMMARY**

**Office of Child Support Services**

	2016 Actuals	2017 Original Budget	2017 Revised Budget	2017 YTD Actuals	2017 Projected	2018 Executive Budget	Change from 2017 Budget	
							\$	%
<b>Revenues</b>								
Intergovernmental	2,077,984	2,347,310	2,347,310	1,217,719	2,183,326	2,279,123	(68,187)	-2.900%
Fees, Fines & Forfeitures	26,884	28,400	28,400	15,470	20,292	20,800	(7,600)	-26.800%
Other	6,135	4,700	4,700	3,972	4,606	4,700	0	0.000%
<b>Expenditures</b>								
Personnel Services	1,439,648	1,609,801	1,609,801	1,079,291	1,513,706	1,694,043	84,242	5.200%
Purchase of Services	537,833	746,577	746,577	371,205	628,784	611,337	(135,240)	-18.100%
Supplies & Other	43,438	51,700	51,700	24,979	41,188	46,315	(5,385)	-10.400%
Capital	0	28,020	28,020	26,420	28,020	0	(28,020)	-100.000%
<b>Tax Levy Impact</b>								
	(90,084)	55,688	55,688	264,734	3,474	47,072	(8,616)	-15.500%

<b>Budgeted Positions</b>							
County	23.55	23.55	23.55		23.55	24.55	
Contracted	8.2	8.5	8.5		8.25	7.6	

<b>Highlights</b>	
<p>Creation of 1 FTE Staff Attorney and elimination of 1 FTE C/S Attorney</p> <p>Continue to implement and expand the use of new technology and systems such as e-filing, which allows OCSS to serve its large participant base more timely and efficiently, reducing both court time and the processing of paper documents.</p>	

<b>Significant Changes - Revenues</b>		\$	FTE
Intergovernmental	Reduction in the State of Wisconsin Administrative Revenue due to reduction in expenses - Revenue is 66% of expenses	(48,531)	

<b>Significant Changes - Expenses</b>		\$	FTE
Personnel	Creation of 1 FTE Non Rep - Exempt E060 Staff Attorney	78,117	1
Purchase of Services	Elimination of 1 FTE C/S Attorney position	(85,000)	
Purchase of Services	Reduction of rent allocation for space at Racine County Dennis Kornwolf Service Center	(61,392)	

**2018 NON-AUTHORIZED BUDGET SUMMARY**

**District Attorney's Office**

	2016	2017	2017	2017	2017	2018	Change from 2017	
	Actuals	Original Budget	Revised Budget	YTD Actuals	Projected	Executive Budget	\$	%
<b>Revenues</b>								
Intergovernmental	88,660	80,000	80,000	883	80,308	84,000	4,000	5.000%
Fees, Fines & Forfeitures	22,054	20,000	20,000	14,534	18,153	20,000	0	0.000%
Other	0	0	0	0	0	0		
<b>Expenditures</b>								
Personnel Services	557,517	596,973	596,973	417,180	590,622	713,379	116,406	19.500%
Purchase of Services	116,916	118,340	118,340	96,423	135,567	129,115	10,775	9.100%
Supplies & Other	32,194	35,200	35,200	15,612	33,269	45,300	10,100	28.700%
Capital	0	0	0	0	0	0		
<b>Tax Levy Impact</b>	595,913	650,513	650,513	513,798	660,997	783,794	133,281	20.500%

<b>Budgeted Positions</b>							
County	9.4	9.4	9.4	9.4	9.4	12.0	
Contracted	1.125	1.125	1.125	1.125	1.125	0.0125	

<b>Highlights</b>	
Restructuring of the Office due to a retirement May of 2018 Elimination of 1 FTE Non Rep - Exempt E030 Support Staff Supv Reclassification of 1 FTE Non Rep - Exempt E030 Legal Supp-Proj Coord to E040 Creation of 1 FTE Non Rep - Non Exempt N20 Clerk II Elimination of 1 FTE Non Rep - Non Exempt N040 Clerk III  Creation of 1 FTE Non Rep - Non Exempt N020 Clerk II offset by elimination of .4 FTE Non Rep - Non Exempt N040 Clerk IV  Reclassification of 1 FTE Non Rep - Non Exempt N040 Clerk IV to 1 FTE Non Rep - Non Exempt N020 Clerk II  Creation of 2 FTE No Rep - Non Exempt N040 Clerk IV and offset by elimination of 1 FTE C/S Clerical Support	

<b>Significant Changes</b>		\$	FTE
Personnel Services	Creation, Reclassification and deletion of positions	116,406	2.6
Purchase of Services	Professional Services for scanning & destruction of files	30,000	
Purchase of Services	Adjustment to Temporary Help due to creation of County Positions and for scanning project	(22,111)	
Supplies & Other	Funds for Dues for Asst. DA's	6,000	

**2018 NON-AUTHORIZED BUDGET SUMMARY**

**Victim Witness**

	2016	2017	2017	2017	2017	2018	Change from 2017	
	Actuals	Original Budget	Revised Budget	YTD Actuals	Projected	Executive Budget	\$	%
<b>Revenues</b>								
Intergovernmental	265,989	338,290	338,290	152,571	324,666	345,119	6,829	2.000%
Fees, Fines & Forfeitures	0	0	0	0	0	0		
Other	378	0	0	0	0	0		
<b>Expenditures</b>								
Personnel Services	351,056	465,403	465,403	279,548	396,835	470,504	5,101	1.100%
Purchase of Services	150,584	63,340	63,340	70,542	100,687	61,397	(1,943)	-3.100%
Supplies & Other	9,507	10,350	10,350	3,735	6,868	11,900	1,550	15.000%
Capital	0	0	0	0	0	0		
<b>Tax Levy Impact</b>	244,780	200,803	200,803	201,254	179,724	198,682	(2,121)	-1.100%

Budgeted Positions								
County								
Contracted								

Highlights
Continue to provide services to crime victims and work closely with law enforcement and local service providers

Significant Changes	\$	FTE

**2018 NON-AUTHORIZED BUDGET SUMMARY**

**Finance Department**

	2016	2017	2017	2017	2017	2018	Change from 2017	
	Actuals	Original Budget	Revised Budget	YTD Actuals	Projected	Executive Budget	\$	%
<b>Revenues</b>								
Intergovernmental	0	0	0	0	0	0		
Fees, Fines & Forfeitures	2,829	2,500	2,500	2,349	2,501	2,500		0.000%
Other	0	0	0	0	0	0		
<b>Expenditures</b>								
Personnel Services	960,455	1,081,955	1,081,955	740,826	1,070,650	1,089,661	7,706	0.700%
Purchase of Services	156,404	147,811	147,811	111,670	157,083	168,103	20,292	13.700%
Supplies & Other	18,093	13,710	13,710	17,246	28,540	26,700	12,990	94.700%
Capital	0	0	0	0	0	0		
<b>Tax Levy Impact</b>	1,132,123	1,240,976	1,240,976	867,393	1,253,772	1,281,964	40,988	3.300%

<b>Budgeted Positions</b>								
County	13	14.2	13.9		13.9	13.9		
Contracted	1	1	1		1	1		

<b>Highlights</b>	
<p>Unfund 1 FTE Accounting Technician but retain the authorized position and using temporary help while working through the new Financial and Payroll/Human Resources staffing needs</p> <p>Continue to enhance Racine County's Financial &amp; Payroll/Human Resources new system - Tyler Munis</p>	

<b>Significant Changes</b>		\$	FTE
Purchase of Service	Increase the cost of Temporary Help for a more versatile position	8,260	
Supplies & Other	Increase Postage expense due to Finance now mailing out the Accounts Payable checks - change with the new Financial System	9,000	



**2018 NON-AUTHORIZED BUDGET SUMMARY**

**Printing & Mail Division**

	2016	2017	2017	2017	2017	2018	Change from 2017	
	Actuals	Original Budget	Revised Budget	YTD Actuals	Projected	Executive Budget	\$	%
<b>Revenues</b>								
Intergovernmental	349,887	(109,000)	(109,000)	(199,622)	(350,808)	(367,000)	(258,000)	236.700%
Fees, Fines & Forfeitures	0	0	0	0	0	0		
Other	0	0	0	(250)	(250)	0		
<b>Expenditures</b>								
Personnel Services	0	0	0	0	0	0		
Purchase of Services	354,985	148,192	148,192	262,501	420,489	424,425	276,233	186.400%
Supplies & Other	4,292	13,600	13,600	33,093	12,327	12,750	(850)	-6.300%
Capital	15,210	0	0	0	0	0		
<b>Tax Levy Impact</b>	24,600	270,792	270,792	495,466	783,874	804,175	533,383	197.000%

<b>Budgeted Positions</b>								
County	0	0	0		0	0		
Contracted	2	2	2		2	2		

<b>Highlights</b>	
Continue to enhance the positive experience of County staff, local units of government and non profit organizations that utilize the Printing & Mail Division	
Provide record destruction year round to ensure that the limited space in central file is uncluttered by non-essential documents	
Present the 2018 budget in a manner that reflects what will be happening and not allowing revenue transfers	

<b>Significant Changes - Revenues</b>		\$	FTE
Intergovernmental	Increase the revenue from outside agencies to reflect what is truly occurring	13,000	
Intergovernmental	Increase the Copier Pool Revenues from Department to best reflect what is believed to occur	245,000	

<b>Significant Changes - Expenses</b>		\$	FTE
Purchase of Services	Increase in Lease and Maintenance agreements for Copiers and printers to best reflect what is believed to occur	252,000	