

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

Supervisor Robert N. Miller, Chairman
Supervisor Brett Nielsen, Vice Chairman
Supervisor Q.A. Shakoor, II, Secretary
Supervisor Janet Bernberg
Supervisor Mike Dawson

Supervisor Thomas H. Pringle
Supervisor John A. Wisch
Zachary Eifert, Youth in Governance Representative
Keilani Trujillo, Youth in Governance Representative

*** THIS LOCATION IS HANDICAP ACCESSIBLE. If you have other special needs, please contact the Racine County Board Office, 730 Wisconsin Avenue, Racine, Wisconsin 53403 (262) 636-3571, fax (262) 636-3491 or the TTD/RELAY 1-800-947-3529. ***

NOTICE OF MEETING OF THE

FINANCE AND HUMAN RESOURCES COMMITTEE

DATE: **THURSDAY OCTOBER 24, 2019**

TIME: **5:00 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. Public Comments
4. Approval of Minutes from the October 15, 2019 committee meeting.
5. Finance Committee – Wild Root Market
6. Transfers
 - a) Human Service Dept – Hope Otto – Creation of 1 FTE Non Rep – Exempt E030 Elevate Coordinator as of October 26, 2019 within the Human Service Department and transfer of \$240,000 from the Child Support – Grant 2019 Budget to the Human Services – Workforce Work related Non Lapsing 2019 Budget – 2019 – Resolution – Action Requested: 1st Reading at the October 24, 2019 County Board Meeting.
7. Finance Department – Brian Nelson – Adopting the 2020 Budget – 2019 – Resolution – Requested action: 1st Reading at the October 24, 2019 County Board Meeting.
8. Finance Department – Brian Nelson – Amending the Racine County Code of Ordinances - Chapter 2 Article V Division 2 – Departments for Changes in the 2020 Budget – 2019 – Ordinance – Requested action: 1st Reading at the November 5, 2019 County Board Meeting. (Materials will be handed out at the meeting)

9. Finance Department – Brian Nelson – Setting a tax levy for 2019 to be collected in 2020 – 2019 – Resolution – Action Requested: 1st Reading at the November 5, 2019 County Board Meeting.

10. Finance Department – Brian Nelson – Information on Fundamentals of Assessments and Property Tax – Informational Only

11. Communication & Report Referrals from County Board Meeting:

a. WE Energies on behalf of themselves has filed a claim in the amount of \$4,299.34 for property damage.

b. Attorney Todd A. Terry on behalf of Jeffrey and Kristine Way concerning in rem parcel 002-03-19-31-010-000 – 4629 Voree Court, Burlington WI – concerning condition of property.

c. Bankruptcy items :

Type of Action:	Person/Persons
Order of Discharge	Nicholas James Swanson; Kari Lynn Eschmann; Quincy Lee Taylor Jr; Brian Richards & Jill Merrill;
Notice of Sale Hearing & Designation of Successful Bidder for certain assets related to subsys	Insys Therapeutic, Inc;
No Proof of Claim Deadline	Lisa Kay Johnson; Janet Eileen Langlois; Ruby LeAnn Cobb;
Notice and Request to Amend Unconfirmed Chapter 13 Plan	Laura Wyse
Order Dismissing Case	Rey L Cartagena Sr;
Chapter 13 Case	Regina Ousley;
Motion to Extend the Automatic Stay – Chapter 13	Regina Ousley;

12. Staff Report – No Action Items.

a) I41/I94 Enforcement Activity – September 2019

b) Responses to Requests for additional information from the October 14th and October 15th Budget Meetings with Departments.

c) Finance & Human Resources Committee – Next Meeting will be November 6, 2019.

d) Finance & Human Resources Committee – 2020 Budget Deliberation will be October 30, 2019 at 5:00 pm.

13. Adjournment

FINANCE & HUMAN RESOURCES COMMITTEE ACTION ONLY

Requestor/Originator Finance & Human Resources Committee

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date of Committee Meeting: 10/24/2019

**Signature of Committee Chairperson
/Designee:** _____

Description: Approval of the minutes from the October 15, 2019 Meeting

Action:
 County Board Supervisors Approve
 Deny

Youth In Governance
 Approve
 Deny

FINANCE AND HUMAN RESOURCES COMMITTEE MEETING

Tuesday October 15, 2019

IVES GROVE OFFICE COMPLEX

AUDITORIUM

14200 WASHINGTON AVENUE

STURTEVANT, WISCONSIN 53177

Meeting attended by: Chairman Miller, Supervisors Bernberg, Nielsen, Pringle, Wisch, County Board Chairman Clark, County Board Vice Chairman Cooke, Supervisors Buske, Demske, Grove, Kaprelian-Becker, Maier, Maldonado, Osterman, Roanhouse and Trottier, County Executive Jonathan Delagrave, Chief of Staff MT Boyle, Finance Director Brian Nelson, Finance & Budget Analyst Kris Tapp, Public Works & Development Services Director Julie Anderson, Human Resources Director Karen Galbraith, Corporation Counsel Michael Lanzdorf, Communications Manager Mark Schaaf, Human Services Director Hope Otto, Deputy Human Services Director Brenda Danculovich, Deputy Human Services Director Kristin Latus, Information Technology Director Suchi Wadhwa, Area Extension Director Bev Baker, Asst. Corporation Counsel – Child Support Jeff Leggett, Asst. Corporation Counsel John Serketich, Fiscal Manager Gwen Zimmer, Carrie Neubecker from Founders 3, Buildings & Facilities Superintendent Karl Jeske, Asst. Superintendent Building & Facilities Mark Hoefs, Superintendent Highway Dave Prott, Conservationist Chad Sampson, Superintendent Development Brian Jensen, Maintenance Supervisor Mike Olexa, Engineering Supervisor Roley Behm, Civil Engineer Alex Valley, Audit & Account Manager Patrice Brunette, Detention Superintendent Ed Kamin, Administrator of Aging & Disability Michelle Goggins, Youth & Family Service Manager Kerry Milkie, Economic Support Manager Claribel Camacho, Project Manager Liam Doherty, Medical Examiner Michael Payne, Finance Manager Crystal Moore, Real Property Lister Kimberly Christman, Travis Richardson and Register of Deeds Connie Cobb Mads

Absent: Youth Representative Trujillo

Excused: Supervisor Dawson

Agenda Item #1 - Convene Meeting

Meeting Called to Order at 5:00 p.m. by Chairman MillerM.

Agenda Item #2 – Chairman Comments

Chairman Miller made a comment about the Budget process and Youth Representative Eifert read the Youth in Government Statement.

Agenda Item #3 - Approval of minutes from the October 14, 2019 meeting.

Action: Approve the minutes from the October 14, 2018 Finance & Human Resources committee meeting as amended. **Motion Passed Moved:** Supervisor Pringle. **Seconded:** Supervisor Nielsen. **Vote:** All Ayes No Nays.

Agenda Item #4 - Committee review of individual Department Budgets with Department Heads:

- a) County Board – Governmental Services Section 1 – 5:07 – 5:09 pm – County Board Chairman Rusty Clark discussed the budget with the Committee, other County Board Supervisors and Youth Representatives.

The Committee requested that the Goals for the County Board be discussed with all Supervisors – Chairman Clark stated he will make that a duty of the Vice Chair.

- b) County Clerk – Governmental Services Section 2 – 5:09 – 5:12 pm – County Executive Jonathan Delagrave discussed the budget with the Committee, other County Board Supervisors and Youth Representatives.

The Committee requested how the revenue for elections is broken down by each election.

- c) County Executive – Governmental Services Section 3 – 5:12 – 5:18 pm – County Executive Jonathan Delagrave discussed the budget with the Committee, other County Board Supervisors and Youth Representatives.

- d) County Treasurer – Governmental Services Section 4 – 5:18 – 5:22 pm – County Executive Jonathan Delagrave discussed the budget with the Committee, other County Board Supervisors and Youth Representatives

FINANCE AND HUMAN RESOURCES COMMITTEE MEETING
Tuesday October 15, 2019

- e) Register of Deeds – Governmental Services Section 5 – 5:22 – 5:30 pm – Register of Deeds Connie Cobb Madsen discussed the budget with the Committee and other County Board Supervisors.
- f) Corporation Counsel including Building & Facilities Management and Office of Child Support Services – Administrative Services Sections 8 - 10 – 5:30 – 6:10 pm – Corporation Counsel Michael Lanzdorf and Asst. Corporation Counsel – Child Support Jeff Leggett, Asst. Corporation Counsel John Serketich, Public Works & Development Service Director Julie Anderson, Buildings & Facilities Superintendent Karl Jeske and Carrie Neubecker from Founders 3 discussed the budget with the Committee, other County Board Supervisors and Youth Representatives.

Included in the Corporation Counsel discussion was Reefpoint Marina – Public Works & Development Services Section 23 and Capital in Statistical Section 46 Page 40

- h) Public Works & Development Services including Development Services, Golf Division, Highway Division, Land Conservation Division, Land Information Office, Parks Division, Southeastern Wisconsin Regional Planning Commission (SEWPRC) and Sports Complex – Public Works & Development Services Sections 17 – 22 and 24 - 25 and capital in Statistical Section 46 Pages 39 - 41 – 6:10 – 7:00 pm – Public Works & Development Services Director Julie Anderson and Audit & Account Manager Patrice Brunette discussed the budget with the Committee, other County Board Supervisors and Youth Representatives.

The Committee requested to receive the comparison used for the increasing of the Development Services Fees.

The Committee requested the amount in the LAWCON Funds.

The Committee requested that the annual report for Riverbend be sent to the full County Board.

Supervisor Shakoor left the meeting at 6:20 pm.

Chairman Miller called a recess at 7:00 pm

Chairman Miller called the meeting back to order at 7:17 pm.

- i) Cultural Activities – Miscellaneous Dept Section 42 and Capital in Statistical Section 46 Page 43 – 7:17 – 7:22 pm – County Executive Jonathan Delagrave discussed the budget with the Committee, other County Board Supervisors and Youth Representatives.
- j) Lakeshore Library System – Miscellaneous Dept Section 44 – 7:22 – 7:25 pm – County Executive Jonathan Delagrave discussed the budget with the Committee, other County Board Supervisors and Youth Representatives.
- k) Human Services Department including Human Services Divisions, Veterans, Health Services, Racine County Alternatives Program, Data & Performance Analytics and Medical Examiner's Office – Human Services Section 32 – 38 and Capital in Statistical Section 46 page 43 – 7:25 – 8:20 pm – Human Services Director Hope Otto, Deputy Human Services Director Brenda Danculovich and Fiscal Manager Brian Nelson discussed the budget with the Committee and other County Board Supervisors.

The Committee requested that a summary or graphic presentation be provided for the following goals from the Human Service Department Page

- 1) **Work closely with community resources and navigators to heighten awareness and increase enrollment in the Wisconsin Shares Program.**
- 2) **Successfully market, engage, and empower the community to navigate services that are provided by the Human Services Department through out various Community Outreach initiatives.**

The Committee requested the materials used for wage comparison for various areas.

The Committee requested that the link to the Salary Schedules be sent to the full County Board.

FINANCE AND HUMAN RESOURCES COMMITTEE MEETING
Tuesday October 15, 2019

Agenda Item #5 – Staff Report – No Action Items.

Chairman Miller mentioned that the next Finance & Human Resources Committee will be on Thursday October 24th before the County Board Meeting and that on Wednesday October 30th the Budget Deliberation will be done.

Chairman Miller requested that any supervisor work with Finance Department to have any amendment in the proper order for presentation at October 30th Meeting but also stated that amendments can be brought forward at the November 5th County Board meeting when the budget is adopted.

Agenda Item #6 - Adjournment.

Action: Adjourn the meeting at 8:25 pm. **Motion Passed.** Moved: Supervisor Wisch. Seconded: Supervisor Pringle. Vote: All Ayes No Nays.

REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2019</u>	X	Resolution Request
			Ordinance Request
			Report Request

Requestor/Originator: Human Service Dept - Hope Otto

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading)
If a person is not in attendance the item may be held over. Hope Otto/Ed Kamin

Does the County Executive know of this request: Yes

If related to a position or position change, Does the Human Resources Director know of this request: Yes

Does this request propose the expenditure, receipt or transfer of any funds? Yes
If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 10/24/2019 Date of County Board Meeting to be Introduced: 10/24/2019

1st Reading: 1st & 2nd Reading: *

* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:

Creation of 1 FTE Non Rep - Exempt E030 ELEVATE Coordinator as of October 26, 2019 within the Human Service Department and transfer of \$240,000 from the Child Support - Grant 2019 Budget to the Human Services - Workforce Work Related Non-Lapsing 2019 Budget.

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
CHILD SUPPORT - GRANT		NOT IN BUDGET BOOK				
EXPENSE	NEW ACCOUNT	240,000	240,000	(240,000)	0	0
WORKFORCE & SUPPORTIVE WORK RELATED NON-LAPSING						
FIVE CO DEMO PROJECT	43096141.301500	0	0	(240,000)	(240,000)	(240,000)
TOTAL SOURCES				(480,000)		
CHILD SUPPORT - GRANT						
FIVE CO DEMO PROJECT	NEW ACCOUNT	(240,000)	(240,000)	240,000	0	0
WORKFORCE & SUPPORTIVE WORK RELATED NON-LAPSING						
WAGES	43096141.401000	0	0	59,615	59,615	59,615
WORKER'S COMP	43096141.402210	0	0	146	146	146
SOCIAL SECURITY	43096141.402220	0	0	4,561	4,561	4,561
RETIREMENT	43096141.402230	0	0	5,027	5,027	5,027
DISABILITY INSURANCE	43096141.402240	0	0	596	596	596
GROUP INSURANCE	43096141.402260	0	0	15,716	15,716	15,716
LIFE INSURANCE	43096141.402270	0	0	297	297	297
PUBLIC LIABILITY	43096141.436000	0	0	625	625	625
EXPENSES	43096141.401000			153,417	153,417	153,417
TOTAL USES				480,000		
				0		

FUNDS ARE BEING TRANSFERRED FROM CHILD SUPPORT TO HUMAN SERVICE. POSITION IS BEING CREATED AS SUNSET AND WILL BE ELIMINATED IF FUNDING IS NO LONGER AVAILABLE. TRANSFER INCLUDES PRORATED 2019 AND FULL 2020 WAGES AND FRINGE TO FULFILL THE NEED TO ADJUST THE 2020 BUDGET.

ACCOUNTS WILL BE CREATED FOR EXPENSES AS THEY ARE NEEDED AND INTERNAL TRANSFERS WILL MOVE THE FUNDS FROM THE EXPENSE ACCOUNT TO THE DETAIL LINES.

ANY FUNDS AT THE END OF 2019 WILL AUTOMATICALLY BE CARRIED FORWARD UNTIL THERE ARE NO FUNDS REMAINING OR THE GRANT TIME FRAME IS COMPLETE

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
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FINANCE COMMITTEE RECOMMENDATION

After reviewing the Resolution/Ordinance and fiscal information supplied, your Finance Committee recommends FOR--AGAINST adoption.
REASONS

FOR

AGAINST

OCT-24-2019

FISCAL NOTE RESOLUTION NO:

EXHIBIT "B"

Fiscal Year:

2019

FTE	POSITION	GRADE	WAGES	FRINGES	CONTRACT	TOTAL
Position created will be effective October 26, 2019						
WORKFORCE & SUPPORTIVE						
1.000	ELEVATE Coordinator (Sunset)	E030	59,615	26,968		86,583
<u>1.000</u>	Total for HUMAN SERVICES		<u>59,615</u>	<u>26,968</u>		<u>86,583</u>

THE WAGES AND FRINGES ARE FOR 14 MONTHS TO COVER 2019 & 2020. THE FUNDS REMAINING AT THE END OF 2019 WILL CARRY FORWARD INTO 2020 IN THE SAME ACCOUNTS.

MEMORANDUM

To: Finance & Human Resources Committee
From: Jeff Leggett, Child Support Director
Date: October 16, 2019
Re: Request for resolution authorizing the hiring of an E030
ELEVATE Coordinator, to provide comprehensive, intensive case management services to non-custodial parents participating in the ELEVATE grant/waiver program through the Wisconsin Department of Children and Families (DCF).

In June, 2019, the Wisconsin Bureau of Child Support (BCS) selected the Racine County Office of Child Support Services (CSS), to participate in the Five County Demonstration Project. The project will be called ELEVATE at the county level, and it will be implemented in Racine County through March, 2024. ELEVATE will offer non-custodial parents intensive case management services, including assessment of their child support cases, as well as employment and workforce training programs, and parenting programs. Racine County will receive grant funding from the state, and a waiver from the federal Office of Child Support Enforcement allowing match funding, all totaling around \$160,000 annually.

ELEVATE will be a collaboration between CSS and Racine County Workforce Solutions, along with many other partners in the community. Enrollment into ELEVATE starts January, 2020. BCS has set a target of 425 participants to be served in Racine County through the course of the project. The program goals include improving compliance with child support orders, increasing noncustodial parent participation in the workforce, and encouraging parents to become more involved in the lives of their children.

The ELEVATE Coordinator will be the only staff dedicated full-time to ELEVATE, and he or she will be vital to the success of the program in Racine County. Among the duties will be outreach, recruitment, and eligibility determination for ELEVATE; meeting with participants to assess their need for child support, employment, and parenting services; and connecting participants with the partners and resources that can assist them. This position will also be responsible for maintaining timely and accurate documentation of services to comply with program requirements. The position is funded for the duration of the project, through March, 2024.

The attached job description contains further information about the position.



ELEVATE Coordinator

Basic Function

The ELEVATE coordinator will provide comprehensive, intensive case management services to Department of Children and Families ELEVATE grant eligible non-custodial parent customers to assist customer in becoming employed and compliant with their child support orders. This position will determine eligibility, maintain files, identify barriers and goals of non-custodial parents and work collaboratively with the Racine County Child Support agency.

Essential Duties

1. Perform outreach, recruitment, and eligibility determination.
2. Provide case management to assist participants in eliminating obstacles that may interfere with program participation and employment.
3. Work collaboratively with Child Support Agency regarding participation, court orders, and mediation issues.
4. Assist in creating marketing and outreach plan to promote and recruit NCP's into the ELEVATE program.
5. Become familiarized with workforce training programs, parenting resources, and other community resources to help address participant's barriers.
6. Work with NCPs to complete comprehensive assessment with participant to assess the needs of the participant and work together to create and help NCP achieve their goals.
7. Make proper referrals to community resources and agencies.
8. Maintain timely and accurate documentation of services in accordance with Agency, State, and Federal contractual guidelines for quality assurance.

Supervision Received

Reports to the Workforce Solutions Supervisor, the position will be located at Racine County Workforce Solutions.

Qualifications

- Bachelor's Degree in Human Services, business, management, education or a related field.
- Two years work experience in making independent decisions and meeting deadlines.
- Valid Wisconsin driver's license.
- Coursework or experience in conducting interviews and gathering information.
- Work experience in the use of personal computer and Microsoft Office programs.
- Experience in maintaining large volume caseload in an effective, organized, and professional manner.
- Prompt and regular attendance.

Knowledge, Skills and Abilities

- Experience with computer programs to include Microsoft Word, Outlook, Excel, CARES, BCS Workweb, KIDS and FileDirector preferred.
- Ability to communicate effectively orally and in writing, within the bounds of confidentiality.
- Demonstrated knowledge and sensitivity to various cultures and underserved and underserved families from all socio-economic backgrounds.
- Knowledge of state and federal laws and regulations pertaining to child support or the ability to learn laws and regulations within three months on the job.
- Ability to appropriately and professionally represent the county and state in performing assigned duties and responsibilities following office policies and procedures.

This description has been prepared to assist in properly evaluating various classes of responsibilities, skills, working conditions, etc., present in the classification. It is intended to indicate the kinds of tasks and characteristic levels of work difficulty that will be required of positions that will be given this title. It is not intended as a complete list of specific duties and responsibilities; nor is it intended to limit or in any way modify the right of any supervisor to assign, direct, and control the work of employees under his/her supervision. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of a similar kind and level of difficulty.

REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2019</u>	X	Resolution Request
			Ordinance Request
			Report Request

Requestor/Originator: Finance Department - Brian Nelson

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Brian Nelson
If a person is not in attendance the item may be held over.

Does the County Executive know of this request: yes

If related to a position or position change, Does the Human Resources Director know of this request: _____

Does this request propose the expenditure, receipt or transfer of any funds? _____
If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 10/24/2019 Date of County Board Meeting to be Introduced: 10/24/2019

1st Reading: 1st & 2nd Reading: *

* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:

Adopting the 2020 Budget

(Attached is last years resolution 2018-78)

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

RESOLUTION NO. 2018-78

RESOLUTION BY THE FINANCE AND HUMAN RESOURCES COMMITTEE AUTHORIZING AMENDMENTS TO THE 2019 RACINE COUNTY EXECUTIVE BUDGET AND ADOPTING THE BUDGET AS AMENDED

To the Honorable Members of the Racine County Board of Supervisors:

BE IT RESOLVED by the Racine County Board of Supervisors that the 2019 Racine County Budget as set forth in Exhibit "A" which is attached hereto is authorized and approved.

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that the 2019 Racine County Budget which is incorporated herein by reference be and is hereby adopted. A copy of the 2019 Racine County Executive Budget shall be on file with the Racine County Clerk and available online at RacineCounty.com.

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that the capital projects as set forth in "CAPITAL PROJECTS" page 39-2 and pages 43-45 through 43-48 of the Racine County 2019 Budget are hereby authorized and approved provided that, any projects that are to be funded through the proceeds of a bond sale are contingent on the County Board authorizing the appropriate bond sale through the passage of appropriate authorizing resolution. The capital projects that are approved in this budget are non-lapsing capital projects and shall continue from year to year until completed or until unapproved by the Racine County Board of Supervisors.

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that the added positions, eliminated positions, and reclassifications as shown in pages 43-3 through 43-22 of the Racine County 2019 Budget are authorized and approved.

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that the fees set forth on pages 43-28 through 43-44 of the Racine County 2019 Budget are authorized and approved.

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that the non-lapsing and/or revenue transfer accounts set forth on pages 43-24 through 43-27 of the Racine County 2019 Budget are authorized and approved.

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that the Racine County budget is adopted by the Racine County Board of Supervisors at the level stated on the Authorized Budget page.

The Levels of control on the Authorized Budget Page are:

- Revenues:
- Expenses:
- Other Funding:
 - Operating Transfers
 - Proceeds from Bonds
 - Use of Reserves

1 Resolution No. 2018-78
2 Page Three
3
4
5 1st Reading _____
6
7 2nd Reading _____
8

Respectfully submitted,

**FINANCE AND HUMAN RESOURCES
COMMITTEE**

9 BOARD ACTION
10 Adopted _____
11 For _____
12 Against _____
13 Absent _____
14

Robert N. Miller, Chairman

Brett A. Nielsen, Vice-Chairman

15 VOTE REQUIRED: Majority

Q.A. Shakoor, II, Secretary

17 Prepared by:
18 Corporation Counsel

Janet Bernberg

John A. Wisch

Mike Dawson

Thomas Pringle

29 The foregoing legislation adopted by the County Board of Supervisors of
30 Racine County, Wisconsin, is hereby:

31 Approved: _____

32 Vetoed: _____

34 Date: _____

37 _____
Jonathan Delagrave, County Executive

INFORMATION ONLY

41 **WHEREAS**, there is a need to adopt a budget for the year 2019.

CHANGE NO.	ITEM DESCRIPTION	PAGE NO.	2019 BUDGET	REVISED AMOUNT	NET CHANGE	TAX LEVY IMPACT	RESERVE IMPACT	BOND IMPACT
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Amendment 2:

Capital Projects

It is anticipated that any recreational facilities constructed or otherwise supported by the Pritchard Park capital funding herein approved will be reasonably and readily accessible to, and usable by, members of the general public in Racine County, including, but not limited to, all area public and private schools and community sports teams, youth teams, and residents. To that end, any agreements or contracts setting forth prioritization of and/or restrictions on use of such recreational facilities shall ensure that Racine County residents and organizations not affiliated with Racine Unified School District programming may access and use the same for at least a majority of the operating hours

The purpose of this amendment is to add a County Board Directive to the Capital Projects Department Page.

(This change will be made on the following page: Capital Projects Page 36-1)

Total Change for the amendment:

0	0	0
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REQUEST FOR COUNTY BOARD ACTION

YEAR	2019	X	Resolution Request
			Ordinance Request
			Report Request

Requestor/Originator: Finance Department - Brian Nelson

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Brian Nelson

Does the County Executive know of this request: yes

If related to a position or position change, Does the Human Resources Director know of this request:

Does this request propose the expenditure, receipt or transfer of any funds?

If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 10/24/2019 Date of County Board Meeting to be Introduced: 11/5/2019

1st Reading: [x] 1st & 2nd Reading: [] *

* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee:

SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:

Amending the Racine County Code of Ordinances - Chapter 2 Article V Division 2 - Departments for Changes in 2020 Budget
Materials will be handed out at Meeting

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2019</u>	X	Resolution Request
			Ordinance Request
			Report Request

Requestor/Originator: Finance Department - Brian Nelson

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Brian Nelson
If a person is not in attendance the item may be held over.

Does the County Executive know of this request: yes

If related to a position or position change, Does the Human Resources Director know of this request: _____

Does this request propose the expenditure, receipt or transfer of any funds? _____
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Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 10/24/2019 Date of County Board Meeting to be Introduced: 11/5/2019

1st Reading: 1st & 2nd Reading: *

* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:

Setting a tax levy for 2019 to be collected in 2020

(Attached is last years resolution 2018-87)

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

RESOLUTION NO. 2018-87

RESOLUTION BY THE FINANCE AND HUMAN RESOURCES COMMITTEE SETTING A TAX LEVY FOR 2018 TO BE COLLECTED IN 2019

To the Honorable Members of the Racine County Board of Supervisors:

BE IT RESOLVED by the Racine County Board of Supervisors that the following amounts be levied upon the taxable property of Racine County in the year 2018 to be collected in 2019 for the following purposes:

County Tax		
Handicapped Schools ¹		\$ 746,424
Lakeshore Library ²		\$ 2,458,394
County Bridge Aid ³		\$ 5,000
Debt Service		\$ 7,064,700
Other County Tax		\$ <u>44,176,878</u>
General County Tax		\$ 51,241,578

Respectfully submitted,

1st Reading _____

FINANCE AND HUMAN RESOURCES COMMITTEE

2nd Reading _____

BOARD ACTION

Robert N. Miller, Chairman

Adopted _____

For _____

Against _____

Brett A. Nielsen, Vice-Chairman

Absent _____

VOTE REQUIRED: Majority

Q.A. Shakoor, II, Secretary

Prepared by:
Corporation Counsel

Janet Bernberg

John A. Wisch

Mike Dawson

Thomas Pringle

The foregoing legislation adopted by the County Board of Supervisors of Racine County, Wisconsin, is hereby:

Approved: _____

Vetoed: _____

Date: _____

Jonathan Delagrave, County Executive

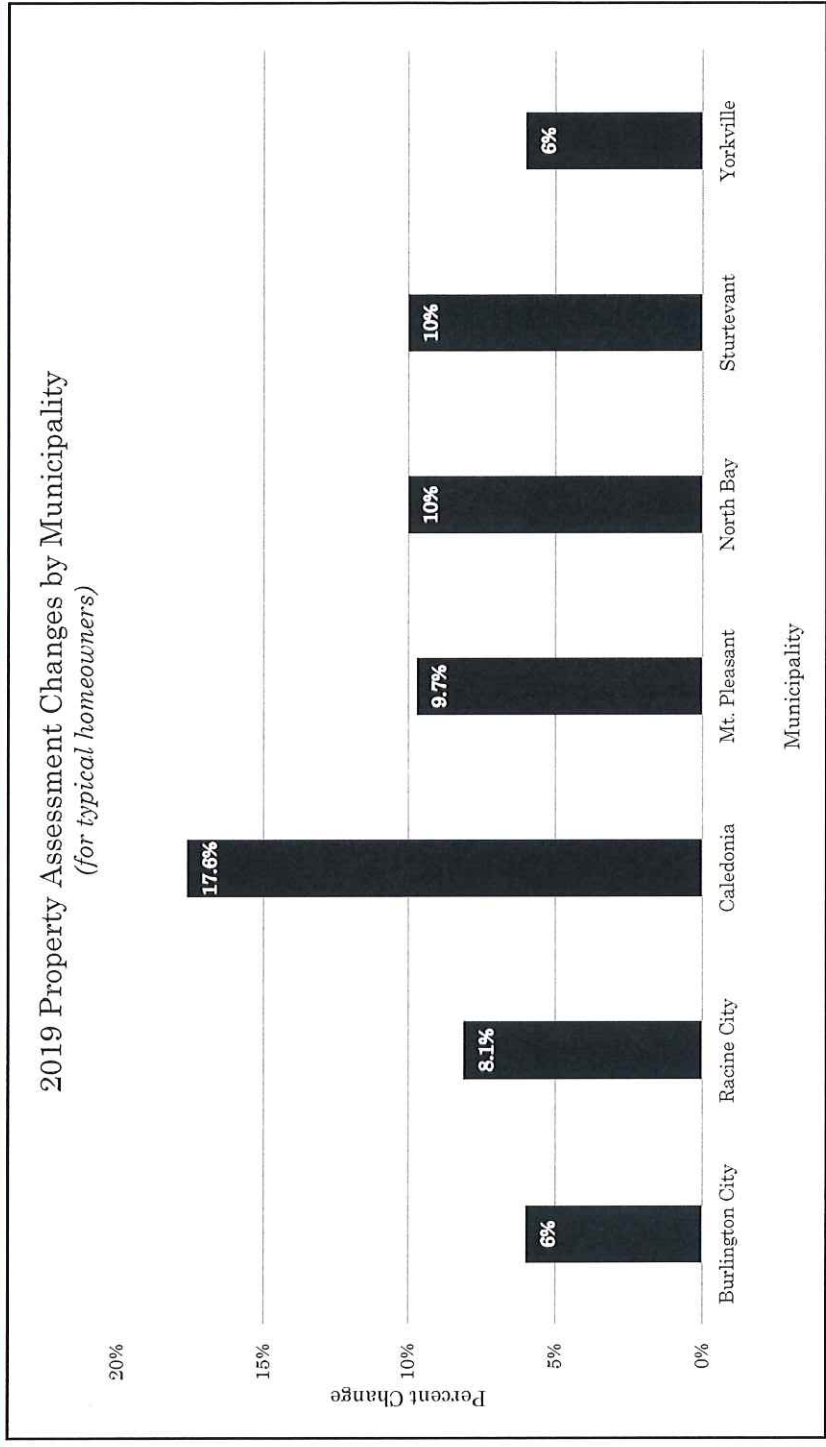
¹ Levied on areas of Racine County served by Handicapped Schools.
² Levied on areas of Racine County served by Lakeshores Library System.
³ Levied on areas in townships in Racine County.



Fundamentals of Assessments and Property Taxes

September 18, 2019

Property Assessment Changes by Municipality



Source: The Journal Times - August 25, 2019

Key Term Definitions

- **Tax Levy** – amount to be raised by general property taxes for the purposes stated in the budget to support County activities. Property taxes are levied in the current year based on the subsequent year's adopted budget.
 - *Example: The 2020 tax levy budget, adopted in November 2019, will be used to calculate the 2019 property tax bills*
- **Equalized Assessed Value** – a valuation set upon real estate and certain personal property by the municipal assessor, equalized statewide by the WI Department of Revenue and used as a basis for allocating property taxes.
- **Assessed Value** – a valuation set upon real estate and certain personal property by the local assessor as of January 1st each year, as a basis for levying property taxes.
- **Tax Rate** – also known as the Mill Rate, this is the amount of taxes levied for each \$1,000 of assessed property valuation.



How Property Taxes Are Calculated

An individual property owner's annual property taxes are calculated from a formula comprised of the following components:

1. Tax Levy (from each of the entities listed below)

- a. Racine County*
- b. Local Municipality where the property is located
- c. Local school district
- d. Gateway Technical College

**The portion of the tax levy driven by Racine County expenditures is a relatively small percentage of the total, ranging between 12% and 19% for the 4 largest municipalities in the County*



How Property Taxes Are Calculated (cont...)

2. Equalized Assessed Value – the County's total tax levy is allocated or spread to the municipalities based upon their share of the total equalized assessed value for the County.

3. Assessed Value – each local municipality allocates their total tax levy (their own, plus their portion of the County's) based upon the assessed value of each property.

4. Tax Rate – the total tax levy divided by the total equalized assessed value, multiplied by \$1,000 equals the tax rate. This rate is applied against each property owner's assessment to determine their tax liability.



Levy Historical Information

Year	Tax Levy	Equalized Value	Mill(Tax) Rate
2010	48,013,591	15,228,632,600	3.15
2011	48,013,591	15,041,416,400	3.19
2012	48,010,525	14,116,994,900	3.40
2013	48,010,526	13,438,849,400	3.57
2014	48,010,526	13,623,818,800	3.52
2015	48,010,526	13,896,028,800	3.45
2016	48,010,526	14,173,692,100	3.39
2017	49,012,924	14,695,479,800	3.34
2018	49,753,906	15,373,789,400	3.24
2019	51,241,578	16,475,064,700	3.11

Source: WI Department of Revenue "Statement of Changes in Equalized Values..."



RACINE COUNTY SHERIFF'S OFFICE

717 Wisconsin Avenue, Racine, WI 53403-1237

(262) 886-2300 FAX (262) 637-5279

Waterford (262) 534-5166 Burlington (262) 763-9558

Sheriff Christopher Schmaling

Chief Deputy John C. Hanrahan

Requested information—I41/I94 Enforcement Activity

Here are some totals of speed related citations issued on the interstate during the month of September 2019. It should be noted that due to promotions, there were several vacant deputy positions that would normally be assigned to the interstate. The number of hours worked on the interstate are normally reflected in the statistics.

I have limited the search to speed related citations and the total number of OWI's and crashes. These numbers are from our SPU Deputies and the Mitigation Deputies working the interstate.

September 2019

Speed: 601 speed citations issued.

Average speed over the speed limit from citations issued: 22 mph over the limit

OWI'S: 11

Crashes:34

Respectfully submitted,

Lt. Dan Klatt # 5492

Racine County Sheriff's Office

"A Tradition Since 1836"

Visit us at www.RacineCounty.com , Facebook, or MobilePatrol

Finance & Human Resources
Requests for additional information
from the October 14 & October 15, 2019
Budget Meetings with Departments

Requested what the % of New Construction.

1.64%

Finance including Printing & Services Division – Administrative Services Section 12 – 13 – Requested what the Rebate for the PCard has been:

2017 – \$67,128.67

2018 - \$58,566.21

2019 – 1st & 2nd Quarter – 36,953.93

With the Current PCard provider there is only a flat rate at a fixed 45 basis points or .0045. the only way to increase the rebate is by additional usage.

Employee Benefits – Administration Services Section 11 – Pointed out that the 2016 & 2017 Health Insurance Expense on the Graph on Page 11 – 2 is the same and what is the correct number:

The 2017 amount is incorrect and should be 17,328,245

Bad Debts – Miscellaneous Section 39 – Requested the breakout of bad debt/in rem personal vs. commercial:

The material will be provided once the information has been received.

Bad Debts – Miscellaneous Section 39 – Asked if the state is involved with foreclosure/in rem process:

Talked with Asst. Corporation Counsel and the State & Federal government generally speaking has no participation in the In-Rem process.

County Schools – Miscellaneous Section 41 – Requested that the forecast estimate be reworked:

There reworked forecast for account 402260 – Group Insurance is 619,223 which is \$140,460 more than the current forecast in the 2020 budget.

Sheriff's Office including Emergency Management & Jail - Criminal Justice Sections 29 – 31 – Requested accounts 304250 WDOC Bed Rental & 409045 – P/S – Food Dietary be reviewed:

Rework of account 304250 - WDOC – Bed Rental - New Forecast is \$2,212,448 which is slightly higher than the one in the 2020 Budget book and still a bit lower than the amount Budgeted. There is 8 months in 2019 for the same time period in 2018 that was 62% of the total. I divided the current year by the 62% to come up with the new forecast. The 2020 Budget is based off actuals/forecasts not 2019 Original Budget

Rework of account 409045 - PS – Food Dietary Services – New Forecast is \$1,184,960 which is higher than the one in the 2020 Budget book and still a bit lower than the amount Budgeted. There is 9 months in 2019 for the same time period in 2018 that was 69% of the total. I divided the current year by the 69% and to come up with the new forecast. The 2020 Budget is based off actuals/forecasts not 2019 Original Budget.

Information Technology Department – Administrative Section 15 – Requested copies of the Job Descriptions for the 2 Project Managers:

This material will be provided once the information has been received.

County Board – Governmental Section 1 – Requested that the Goals for the County Board be discussed with all Supervisors.

County Board Chairman Clark stated he will make that a duty of the Vice Chair.

County Clerk – Governmental Section 2 – Requested how the revenue for elections is broken down by each election:

This material will be provided once the information has been received.

Development Services – Public Works & Development Section 17 – Requested to receive the comparison used for increasing of the Development Services Fees:

See attached pages label A1 – A4.

Parks Division – Public Works & Development Section 22 – Requested the amount in the LAWCON Funds:

In the LAWCON Interest reserves there is \$258,628.00 and in the LAWCON Principal reserves there is \$57,297.00

Parks Division – Public Works & Development Section 22 – Requested that the annual report for Riverbend be sent to the full County Board.

Public Works & Development Service Director Julie Anderson stated she will do this once the report is received.

Human Services Department – Human Services Section 32 – Requested that a summary or graphic presentation be provided for the following goals from Human Service Department Page:

- 1) **Work closely with community resources and navigators to heighten awareness and increase enrollment in the Wisconsin Shares Program.**
- 2) **Successfully market, engage, and empower the community to navigate services that are provided by the Human Services Department through out various Community Outreach initiatives.**

This material will be provided one the information has been received.

Data & Performance Analytics – Human Services Section 36 – Requested the materials used for wage comparison for various areas.

The materials will be provided once the information has been received.

General Request not associated with a Department or Division - Requested the link to the Salary Schedules be sent to the full County Board.

This link was sent to the County Board via email from the Human Resources Department.

Permit Type/ Permit Fees per County	Racine	Kenosha	Dodge	Washington	Waukesha	Walworth	Jefferson	Proposed	% Increase
Additions >500 sq ft	135	400	50+2 per 1000 of cost	175	150	245/300(1001 or greater)	300(>500sqft)	200	48.15%
Misc Permits									
Accessory Structures/Use									
Up to 120 sq ft	45	N/A	50+2 per 1000 of cost	85	50/100/(200 Boathouse)	85/100 (<700sqft)	30(<200sqft)	60	33.33%
>120 sq ft to 1,000 sq ft	65	150 (>150 sqft)	50+2 per 1000 of cost	85	50/100/(200 Boathouse)	100/125(701- 1200sqft)	50 (<500sqft)	85	30.77%
>1,000 sq ft to 2,500 sq ft	105	150 (>150 sqft)	50+2 per 1000 of cost	85	50/100/(200 Boathouse)	125/150(1201- 2500sqft)	100(>500sqft)	125	19.05%
>2,500 sq ft to 5,000 sq ft	150	150 (>150 sqft)	50+2 per 1000 of cost	85	50/100/(200 Boathouse)	150/200 (>2500sqft)	100(>500sqft)	175	16.67%
>5,000 sq ft to 10,000 sq ft	225	150 (>150 sqft)	50+2 per 1000 of cost	85	50/100/(200 Boathouse)	150/200 (>2500sqft)	100(>500sqft)	250	11.11%
>10,000 sq ft	300	150 (>150 sqft)	50+2 per 1000 of cost	85	50/100/(200 Boathouse)	150/200 (>2500sqft)	100(>500sqft)	350	16.67%
Addn based on above sq ft	80								

Att/Det Uncovered deck, etc									
Up to 240 sq ft	45	80/each	50+2 per 1000 of cost	85	75	75/100	30 (<500sqft)	60	33.33%
>240 sq ft	60	80/each	50+2 per 1000 of cost	85	75	75/100	50 (>500sqft)	75	25.00%
Addns based on above sq ft									
Det Deck, Pergola									
Up to 240 sq ft	55	80/each	50+2 per 1000 of cost	85	75	75/100	30(<500sqft)	60	9.09%
>240 sq ft	70	80/each	50+2 per 1000 of cost	85	75	75/100	50(>500sqft)	75	7.14%
Addns based on above sq ft	80								
Swimming Pool, Hot Tub, etc	60	80	50+2 per 1000 of cost	85	75	75/100	30/50	70	16.67%

(Page 2 of 4)

as of 8/13/2019

AZ

Permit Type/ Permit Fees per County	Racine	Kenosha	Dodge	Washington	Waukesha	Walworth	Jefferson	Proposed	% Increase
Digital Signs/Billboards ≤100 sq ft	200	N/A	50+2 per 1000 of cost	N/A	75	150	25 or 0.50 per sqft	250	25.00%
Digital Signs/Billboards ≥100 sq ft	400	N/A	50+2 per 1000 of cost	N/A	75	150	25 or 0.50 per sqft	450	12.50%
Permanent Ad./Institutional up to 100 sq ft	100	150 (up to 150sqft)	50+2 per 1000 of cost	85(<32 sqft)	75	150	25 or 0.50 per sqft	125	25.00%
Permanent Ad./Institutional >100 sq ft	150	250(151- 299sqft)/500(>300sqft)	50+2 per 1000 of cost	75+ (2.06xtotalft2)/ 32sqft	75	150	25 or 0.50 per sqft	175	16.67%
Addns, etc up to 100 sq ft	50	100(up to 150sqft)	50+2 per 1000 of cost	N/A	75	150	25 or 0.50 per sqft	100	100.00%
Addns, etc >100 sq ft	75	150(151- 299sqft)/300(>300sqft)	50+2 per 1000 of cost	N/A	75	150	25 or 0.50 per sqft	150	100.00%
All Others Uses & Zoning Permits	125	200	N/A	N/A	N/A	80/100	N/A	150	20.00%
Ext. Amends, Reconsid, Layover Requests									
Variance									
Ext Request (up to 6 months)	25	N/A	N/A	N/A	N/A	N/A	N/A	75	200.00%
Minor Amendment Request	25	N/A	N/A	N/A	N/A	N/A	N/A	75	200.00%
Decision Reconsideration Request	50	N/A	N/A	N/A	N/A	N/A	250	100	100.00%
Layover Request	25	N/A	N/A	N/A	N/A	N/A	N/A	75	200.00%
Conditional Use									
Ext Request	25	330(No M-3 or M-4)	N/A	N/A	N/A	N/A	N/A	75	200.00%
Minor Amendment Request	25	N/A	N/A	N/A	100	200	N/A	75	200.00%
Decision Reconsideration Request	50	N/A	N/A	N/A	N/A	N/A	250	100	100.00%
Changes with Amendment to Site Plan	100	N/A	N/A	N/A	N/A	200	N/A	150	50.00%
Zoning Permit									

Permit Type/ Permit Fees per County	Racine	Kenosha	Dodge	Washington	Waukesha	Walworth	Jefferson	Proposed	% Increase
E Size (34" x 44")	15	N/A	N/A	N/A	N/A	N/A	N/A	20	33.33%
Smaller than B Size	5	N/A	N/A	N/A	N/A	N/A	N/A	10	40.00%
Documents									
Zoning Ordinance	20	50	N/A	7	N/A	N/A	30	50	150.00%
Subdivision Ordinance	20	30	N/A	7	N/A	N/A	9	30	50.00%
Utilities Ordinance	10	30	N/A	7	N/A	20	5	30	200.00%
Planning Studies/Reports, etc	var	N/A	N/A	N/A	N/A	N/A	N/A		
Floodplain Determination	30	N/A	N/A	N/A	N/A	N/A	N/A	50	66.67%
FEMA Community Acknowledgement	30	N/A	N/A	N/A	N/A	N/A	N/A	50	66.67%
Transcripts (per page double space 1" margins)	20	N/A	N/A	N/A	N/A	N/A	N/A	20	0.00%
Audio Recordings (per recording media)	10	N/A	N/A	N/A	N/A	N/A	N/A	20	100.00%
Photocopies up to 8.5" x 14" (per page)	.35/page	.01(blk&wht)/.06 (Color/11x17)	N/A	0.50 (Blk&Wht) // 2.00 Color	N/A	N/A	0.25/page	.35/pg	0.00%
Facsimile	1	N/A	N/A	N/A	N/A	N/A	N/A	1	0.00%
		65							
Special Reports (includes up to 5 pages)	35 + .35/pg	+10/add.parc el	N/A	N/A	N/A	N/A	N/A	35+.35/pg	0.00%
Print Screen	0.5	N/A	N/A	N/A	N/A	N/A	N/A	1	100.00%
Single Family Residential Construction Report	5	N/A	N/A	N/A	N/A	N/A	N/A	10	100.00%
Mailing Charge (Plus Additional Postage if > 2 oz)	2.5	N/A	N/A	N/A	N/A	N/A	N/A	3.5	40.00%
Sanitary Fee Schedule									
ST, Lift Chamber, or Combo Tk (one tank)	275	325	400	460	N/A	285	N/A	300	9.09%
ST, Lift Chamber, or Combo Tk (two tanks)	305	325	400/tank	460	N/A	285/ tank	N/A	350	14.75%
Conv In-Ground Soil Absortion, Inc. ≤ 2 ST Gravity Flow	450	475	450	530	475	460	455	500	11.11%
Conv In-Ground Soil Absortion, Inc. ≤ 2 ST Gravity Flow & Lift Chamber	475	475	450	600	N/A	460	N/A	550	15.79%
JGP Including 2 ST and one Lift Chamber	545	475	450	735	700	565	605	600	10.09%
System in Fill, Including ≤ 2 ST	450	475	N/A	N/A	N/A	N/A	N/A	475	5.56%
Mid Including ≤ 2 ST & one Lift Chamber	760	775	450	1000	1000	685	605	800	5.26%
Mid/ATG/Pressure Dist Absorption Reconstruction	480	425	450	735	N/A	685	305	500	4.17%
HT Conversion to Mid Using Existing Tanks	485	425	N/A	N/A	N/A	685	N/A	500	3.09%
ATG, Including ≤ 2 ST and one Lift Chamber	725	775	450	1000	1000	565	N/A	775	6.90%

AH