

# Winnebago County Adopted Budget 2017



## **About Our Cover.....**

### **Various County Buildings**

Our cover picture features signage from various County buildings. These properties include the County Administration Building, Courthouse, Orrin King Building, Human Services (Oshkosh & Neenah), Veterans, Solid Waste (Landfill & Recycling), Sheriff, James P. Coughlin Building (includes the offices of Parks, Land & Water, UW-Extension and local DNR), Community Park, Exposition Center, Highway, Wittman Regional Airport and Park View Health Center. The pictures were taken by Carol Buchholz.

Carol is the Accounting Supervisor in the Winnebago County Finance Department. She has been an employee of Winnebago County for over 15 years.

Thank you Carol for the beautiful pictures that we are displaying on the 2017 cover of our budget book and annual CAFR.

**FISCAL YEAR 2017**  
**ANNUAL BUDGET FOR THE**  
**COUNTY OF WINNEBAGO**

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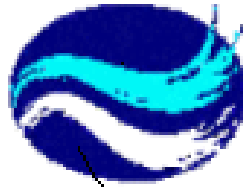
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Mark L. Harris  
County Executive



**Winnebago County**  
Office of the County Executive

*The Wave of the Future*

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## **2017 BUDGET MESSAGE**

### **Adopted Budget**

“We are constituted so that simple acts of kindness, such as giving to charity or expressing gratitude, have a positive effect on our long-term moods. The key to the happy life, it seems is the good life: a life with sustained relationships, challenging work, and connections to community.”

#### **Paul Bloom**

Professor of Psychology Yale University



**Mark L. Harris**

Honorable Members of the Winnebago County Board and Citizens of Winnebago County:

We will see another year of property tax rate reduction in 2017. Growth in net new construction was 1.3% restricting our ability to increase the tax levy. Departments were very responsible in preparing their 2017 budget requests and we are able to present a budget with a reduction in the equalized tax rate of 3-cents.

## **2017 BUDGET HIGHLIGHTS**

### **OVERALL:**

The total tax rate of \$5.59 is down 3-cents from 2016. The tax rate for operations is \$4.57, a decrease of 2-cents per \$1,000. The tax rate for debt is 68-cents per \$1,000 valuation, no change from 2016. The rate for library operations is 39-cents per \$1,000 valuation, no change from 2016. The special purpose rate for Public Health and Property Lister is 17-cents, a decrease of 1-cent per \$1,000 from 2016. The information that follows will explain many of the changes from 2016.

### **REVIEW BY EXPENDITURE CATEGORY:**

#### **Labor**

The labor area of the budget accounts for almost all of the increase in levy from 2016 to 2017.

Total county wages are estimated to increase \$1,176,491 or 2.1% over 2016. Part of this increase is the result of normal wage increases of 2% that have been included in this budget. Individual increases by employee will be determined based on performance evaluations as part of our merit pay program. Other factors that account for the change include turnover, which tends to lower wage costs since most new employees start at lower rates than terminating or retiring employees. The overall increases to wages is also a little higher than 2% because some employees are below the minimums for their positions as a result of the pay study. We are catching them up incrementally over three years. New positions in the budget also account for some of the increase. The net changes to the table of organization are five additional full time positions and one additional part time position included in the 2017 budget. More details related to this can be found later in the overview section of this book.

Fringe benefits are up \$2,374,276 or 10.6% from 2016. FICA Medicare costs are increasing \$92,126 or 2.2%. Health Insurance costs are up 10.4% or \$1,328,891. Dental Insurance costs are increasing .8% or \$6,798. Workers Compensation costs are increasing 97.4% or \$323,302. Unemployment compensation is down 1.9% or \$1,950 from 2016. Wisconsin Retirement costs are increasing 15.5% or \$594,139. Part of the reason for the large increase in Wisconsin Retirement is that we budgeted that the protective employees in the Sheriff's Department would pay a larger portion of the employee contribution in 2016. We were unable to attain this in bargaining for 2016. So this 2016 expense was under budgeted. Health insurance costs continue to increase at rates much greater than inflation.

### **Travel**

Travel expenditures are projected to increase \$13,929 to \$790,032 or 1.8%. We are continuing to hold these costs down to the minimum that allows our staff to maintain adequate training levels. Seminars and conferences will continue to be attended locally in 2017 whenever possible. These measures should ensure our staff the ability to maintain professional licensures and certification standards.

### **Capital**

Our capital outlay budget for 2017 is \$2,906,389 reflecting an increase of \$420,213 or 16.9%. A detailed list of capital expenditures is included in the “overview” section of this book.

### **Other Expenditures**

Other operating expenditures are budgeted to increase \$16,479,338 or 24.8%. This increase comes from switching over to self-funded health insurance for our employees. Each department’s budget reflects the employer share of premiums as expense. These premiums show up as revenue in the self funded health insurance fund. Expenses in the fund represent costs for administration, claim payments and stop loss insurance. The self funded health insurance fund was not used in recent years so these are new revenues and expenses in the budget. This explains the large increase to expenses in this area. Other areas of increases and decreases in this section are very minimal.

### **REVIEW BY DIVISION:**

#### **Administration**

The tax levy in this division is \$9,878,758, an increase of \$285,139, or 3% over 2016. Most departments in this division held their levy’s to minimal increases. Most of the increase is in the Technology Replacement area where there is an increase in levy of \$204,000. The large increase is mostly attributable to licensing fees we must pay to Microsoft as part of their new pricing policy for use of the “Office” software (Word, Excel, and Power Point). They have gone to annual use contracts which has added substantial cost to the technology we use to run the County. The surplus generated in the Treasurers Office is declining as there are fewer delinquent taxes to collect. The surplus in this area offsets the overall County levy but is reflected in this area of the County budget.

### **Public Safety**

This division shows a tax levy of \$24,294,311, an increase of \$1,299,128 or 5.7% over 2016. Most of the increase is attributable to the Sheriff Department which has a levy increase of \$1,044,556. Additional wages and benefits related to manning the welcome center at the courthouse are included in the 2017 budget. Some of this was budgeted in 2016 but 2017 will include a larger portion of the year as it is scheduled to open during early 2017. The 2016 budget was based on protective employees picking up a larger share of the employee portion of Wisconsin Retirement. We were unable to attain this in 2016. As a result, the 2017 budget reflects a large increase in Wisconsin Retirement expense. Jail medical costs are also increasing at a fast pace. Other areas in the Public Safety Division showed very modest increases.

### **Transportation**

This division shows a total tax levy of \$1,882,667, an increase of \$868, or 0.1% over 2016. The levy increase in this area is very modest.

### **Health and Human Services**

The Health and Human Services levy is \$22,255,331, down \$2,246,385 or 9.2% under 2016. This is primarily due to the budget using \$2 million of the fund balance from our nursing home, Park View Health Center, to reduce the levy for that operation. A large fund balance has developed in this area over the years due to over budgeting labor costs. In the past, positions have been budgeted as being full all year when in reality there are always a large number of vacancies in this department. There is also a \$2 million reduction in debt service for Park View as the bonds originally issued to build the facility have been fully repaid.

### **Education, Culture and Recreation**

The Division of Education, Culture, and Recreation shows a tax levy of \$1,987,605, an increase of \$17,990 or 0.9% over 2016. This is a very modest increase. Departments have done an excellent job in holding their levy's down.

### **Planning and Environment**

This division shows a tax levy of \$1,062,351, down \$36,307 or 3.3% under 2016. This is another area where departments have really held the line on their tax levies by minimizing cost increases. The Register of Deeds office is also projecting an increase in revenues that helps offset other increases in the Planning and Environment Division.



### **Non Divisional Budgets**

This area shows a net surplus of \$3,104,093 for 2017, down \$707,480 under the surplus budgeted for 2016. The large decrease is attributable to the fact that the 2016 budget included a revenue from a TIF district that was closing. The refund from the expiring TIF amounted to nearly \$1 million. County Board held their levy to a net decrease for 2017.

The budget under the Miscellaneous Unclassified accounts is for all other items that don't fit into another specific department or category. Expenditures include the Library Tax, Regional Planning Commission allocation, an interfund transfer to the Industrial Development Board and others.

### **Capital Projects**

The 2017 borrowing for capital projects will be roughly \$13,472,000. The larger projects to be brought forward for consideration include courthouse departments relocation (a continuing project) \$4,146,000, airport terminal replacement \$3,616,000, road projects \$3,395,000, and a few smaller items. Each capital project must come before the county board for consideration before they move forward. The borrowing this year (2016) will be \$3,940,000.

### **Debt Service**

Our debt service requirements for 2017 are \$8,253,000, an increase of \$125,000, or 1.5% over 2016. Some of this debt is reflected in the budgets of Park View Health Center, Highway and the Airport Fund. All County debt is paid off using 10-year amortization periods.

### **Table of Organization**

This budget (in total) has a net increase of five full-time and one part-time employee. Detail of the changes can be seen on the "table of organization of classified positions" in the "overview" section of this budget book. A schedule showing the fiscal impact of those changes also follows that section.

### **Levy Limits**

Our operating levy limit for 2017 has been frozen as part of the State Biennial budget for 2013-15. We can only increase it by net new construction which for 2017 was 1.3%. In addition, the starting point is last year's actual levy. This severely restricts our ability to raise funds needed to continue programs at the service levels Winnebago County residents have come to expect. However, this budget DOES maintain service levels while staying within the levy limits imposed by the State.

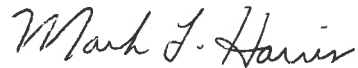
The Finance Director believes that this budget complies with the operating levy limit.

### **CONCLUSION**

Winnebago County continues to look for innovative ways to stretch the property tax revenue it receives. Great effort has been made to improve the efficiency of the County while preserving the valuable services the County provides. The total equalized tax rate has been reduced in recent years, in part, by carefully managing County debt. At the end of 2016 outstanding debt will be the lowest it's been in 21 year. Continued pressure in the form of levy limits will inevitably force the County to seek alternative revenues or to abandon some services valued by this community.

I thank and commend the management and support staff of all the departments who assisted in preparing this budget document.

Respectfully submitted,

A handwritten signature in cursive script, reading "Mark L. Harris".

Mark L. Harris  
Winnebago County Executive

# **WINNEBAGO COUNTY**

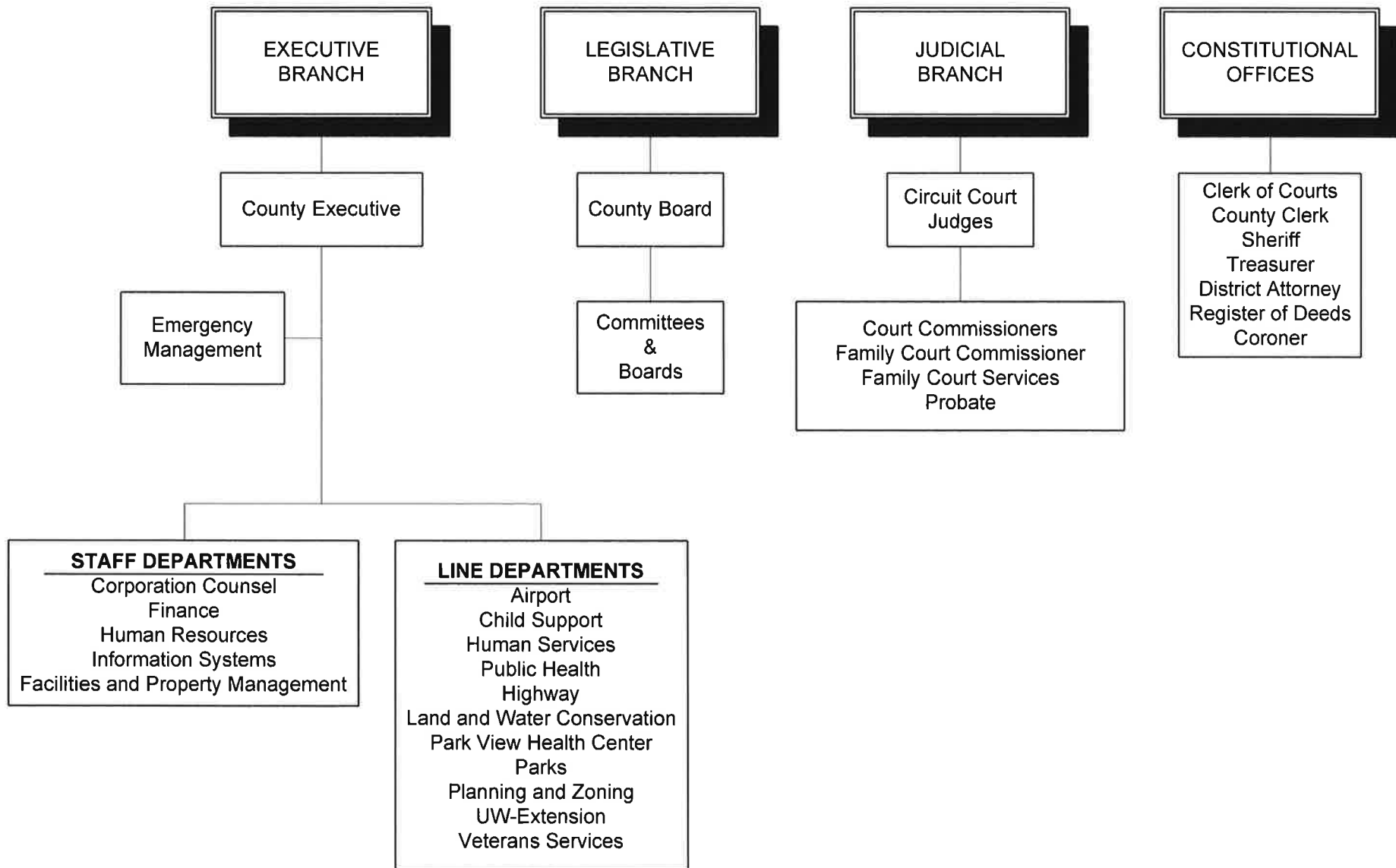
## **MISSION STATEMENT**

**The mission of Winnebago County is to economically and efficiently provide and manage delivery systems for diverse programs and services to meet basic human needs.**

**To carry out this mission, the following roles are required:**

- **To serve as an agent for the Federal and State Government to fulfill mandated programs.**
- **To provide optional community services as determined by the County Board.**
- **To provide programs and services in the most cost-effective manner.**
- **To encourage citizens awareness, participation, and involvement in county government.**
- **To encourage cooperation among business, government, labor, and education to solve common problems.**
- **To utilize community resources as a vehicle for good government.**

# WINNEBAGO COUNTY





## BUDGET AND FINANCIAL POLICIES

### **ORGANIZATION OF BUDGET DOCUMENT:**

The Winnebago County Budget is organized to provide pertinent information regarding the County's administrative structure, programs, and related financial information. The County's financial accounting system is set up on a fund basis. The funds are described later. The budget document is divided into program areas (administration, public safety, transportation, human services, education, culture and recreation, planning and environment), debt service, capital projects and non-divisional.

### **THE BUDGET PREPARATION PROCESS:**

Preparation of the County budget document is delegated to the Finance Director by the County Executive. The budget process begins early in the year when the Finance Director reviews forms and procedures and recommends changes to the County Executive. Upon the Executives approval, budget forms and instructions are printed and distributed to department heads in June.

<u>Dates</u>	<u>Event</u>
04/26/2016	Forms and Instructions made available for budget preparation
07/29–08/12/2016	Budget worksheets and all materials due from departments to Finance Department
08/15–09/02/2016	Executive holds meetings with departments to review budgets
09/29/2016	Finalized budget sent out for printing and assembly
10/17/2016	Budget delivered to County Board Supervisors
10/31-11/03-2016	County Board to deliberate on and adopt final budget

## **BUDGET POLICIES:**

### **REVENUES:**

Revenues are budgeted by source. These include (a) taxes, (b) intergovernmental, (c) licenses, fines and permits, (d) public services, (e) interfund and (f) other (which include interest income from investments).

#### **Taxes:**

The State of Wisconsin, with the Governor's approval has enacted property tax levy limits. These limits are described under the "Property Tax Rate Limits and Levy Limits" section of the budget book. The County relies heavily on property taxes as a revenue source (about 46.3% of the revenue budget).

#### **Intergovernmental Revenues:**

These represent grants, aides, and state and federal funding for programs and services. This revenue source is also relied on heavily to fund County programs (about 34.4% of the revenue budget).

#### **Public Charges:**

This source represents fees and charges made to users of certain government services. This revenue source makes up about 8.4% of our revenue budget.

#### **Licenses and Permits:**

This is a small revenue source comprising about .6% of the County revenue budget.

#### **Interfund Revenues:**

This category includes charges from one County department to another. It comprises about 7.1% of total revenue.

#### **Other Revenues:**

This category includes State Shared Revenues, interest income, and other revenue sources that do not fit into the other categories. Most of the revenue in this category is from State Shared Revenues and interest income. This revenue source makes up about 3.2% of the total revenue budget.

The projection is that the breakdown of revenue sources by percent will remain the same.

### **EXPENDITURES:**

The County Board adopts the expense category totals of (1) Labor, (2) Travel, (3) Capital, and (4) Other operating expenses. The complete listing of each recommended line item is considered as substantiating detail used to arrive at the totals. Transfers can be made during the year between line

items but not between categories unless rules established by the County Board are followed. The budget adjustment process is described in more detail later. The four categories are described in more detail below:

Labor: This category includes all costs of wages, per diem, and fringe benefits. Fringe benefits include health insurance, life insurance, dental insurance, long-term disability insurance, retirement, Social Security (FICA) and workers compensation insurance.

Travel: This category includes all costs for travel and training of County employees and elected officials. This includes registration and tuition, automobile allowance, vehicle lease, airfare, meals, lodging, and other incidental travel expenses. Jury, witness, and other non-employee travel expenses are included elsewhere.

Capital: This category includes all purchases of property, equipment and vehicles having a cost of \$5,000 or more and a useful life exceeding one year. In proprietary funds, these assets are depreciated over their estimated useful lives. In governmental funds these assets are expensed in the year of purchase. In general, capital items are budgeted as part of the operating budget with the exception of major capital expenditures and capital projects. A separate document (Capital Improvements Program 5-Year Plan) is prepared as described later.

Other: This category includes all other expenses not included above. It includes costs related to office supplies, operating expenses, repairs and maintenance, contractual services, rental expenses and fixed costs such as insurance and depreciation.

**CAPITAL IMPROVEMENTS PROGRAM (Five Year Plan):** The County Executive submits a separate capital improvements program to the County Board each year. This document lists major capital projects over a five year period, describes recommendations as to funding the projects, recommends those projects that should be included in the current year bond issue and describes those projects in detail. It also provides detail as to the current outstanding indebtedness, briefly describes capital projects within the 5-year planning horizon, and includes graphs and tables outlining the County's current debt service, future debt service, and current and future debt service property tax mill rates. This document is presented to the County Board at its June workshop session and represents a planning tool for review of projects. The document is available for inspection in either the County Clerk's or Finance Director's offices and is also available on the internet at the Winnebago County Wisconsin web site.

Projects within the capital improvements program are not approved as part of the annual operating budget but must be voted on individually, during the year after being reviewed by the County Board at a separate "presentation" session. The purpose of this separate approval process is to make sure projects are reviewed in more detail prior to approval. Once approved, they are included in the annual operating budget under the Capital Projects section and debt service is included in the Debt Service section.

**DEBT SERVICE:** The County has followed a policy of not borrowing for periods of greater than 10 years. Our objective is to maintain level debt service payments each year while leaving room in later years to accommodate new debt.

**THE BUDGET ADJUSTMENT PROCESS:** State statutes and County Board Rules outline the procedures for obtaining budget adjustments after the budget has been adopted. They are briefly explained below:

Transfers between budget categories within a department's budget require the approval of the County Executive, Committee of Jurisdiction, and Personnel & Finance Committee.

A department requesting to increase their total approved department appropriations must obtain approval from the County Executive, Committee of Jurisdiction, Personnel & Finance Committee, and County Board (only if the transfer is for more than \$15,000). These additional appropriations are typically requested from; (a) unanticipated revenues received, (b) the contingency fund, or (c) undesignated fund balance.

**BUDGETARY CONTROL:**

The County does maintain an encumbrance accounting system. Department operating results are reviewed on a monthly basis for potential budget revenue shortfalls or expense overruns. Projected problems are brought to the attention of the applicable department head and appropriate actions are taken to remedy the situation. Projected budget overruns are resolved through adjustments as soon as possible. The County has not experienced any significant budget overrun problems.

**FUNDS:**

Agency funds, the General Fixed Asset Account Group and the General Long-Term Debt Account Group are funds that do not require annual County appropriations. Therefore, these funds are not included in the budget document. All other County funds are included. The fund types and descriptions are described below:

GENERAL FUND: Accounts for all financial resources except those required to be accounted for in another fund.

SPECIAL REVENUE FUND: Account for the proceeds from special revenue sources that are legally restricted to expenditures for special purposes. Winnebago County has one special revenue fund: Human Services.

DEBT SERVICE FUND: Account for the accumulation of resources for, and the payment of general long-term debt principal, interest and related costs.

CAPITAL PROJECT FUND: Account for financial resources to be used for the acquisition or construction of major capital facilities (other than general capital outlays and construction related to the proprietary funds) which are financed primarily through general obligation debt.

PROPRIETARY FUNDS - ENTERPRISE TYPE: Account for operations that are financed and operated in a manner similar to a private business enterprise - where intent of the County Board of Supervisors is that the costs of providing goods or services to the general public on a continuing basis



be financed or recovered primarily through user charges. Debt service on County debt issued to construct facilities relating to these operations is accounted for through the enterprise fund. County enterprise funds include: Park View Health Center, and the Airport Fund.

**PROPRIETARY FUNDS - INTERNAL SERVICE TYPE:** Account for the financing of goods or services provided by one department or agency to other departments or agencies of the County, or to other governments, on a cost-reimbursement basis. County internal service funds include: Self Insurance, Highway Department, and General Services Funds.

**AGENCY FUNDS:** Account for assets held by the County as an agent. Receipts and disbursements of these funds do not represent County activity; therefore budgets are not applicable to them. Winnebago County agency funds include: Litigant Deposits, Family Support Fund, Patient Funds – Park View Health Center, and Burial Trust Fund.

### **BASIS OF BUDGETING:**

Basis of accounting refers to the point in time at which revenues and expenditures are recognized in the accounts and reported in the financial statements of the entity. Governmental units follow Governmental GAAP (Generally Accepted Accounting Principles) which are primarily established by the GASB (Governmental Accounting Standards Board). Winnebago County Budgets are prepared in accordance with these standards with the exception of capital outlay for proprietary funds as noted in #2 below:

- 1) The General Fund, Special Revenue Fund, Debt Service Funds, Capital Project Funds, and Agency Funds follow the modified accrual basis of accounting. This means that expenses are recorded in the period incurred and revenues are recorded when measurable and available to meet current year obligations. Generally, any revenue that is earned in the current fiscal year and will be received within 60 days after the fiscal period ends would be recorded as current year revenue. The budgets for these funds are prepared using this same basis.
  - A) Debt service funds budget principal and interest in the year paid. Interest is not budgeted nor reported on an accrual basis.
  - B) Capital outlay is budgeted in the year expended. Depreciation is not an expenditure of a capital project fund.
- 2) Proprietary funds include enterprise funds (such as Airport and Park View Health Center) and internal service funds (such as General Services, Self Insurance and Highway Department) follow the full accrual basis of accounting for financial reporting purposes. Under this basis of accounting, revenues are recognized and recorded when earned, regardless of when they are received. Expenditures are also recognized and recorded when incurred, regardless of when paid. Capital assets are expensed over their useful life through annual depreciation charges, not when purchased. Our budgetary basis is the same with the exception of capital outlay which is included as expenditure.
  - A) Proprietary funds report depreciation on a GAAP basis. Depreciation is reversed out for the purpose of calculating the tax levy support where necessary in proprietary funds because it is a non-monetary expenditure.
  - B) Capital outlay is shown as an operating expenditure for budgetary purposes even though not for GAAP financial reporting purposes. This is a budgetary requirement of the County Board. Capital outlay is included in the tax levy support calculation for proprietary funds that require tax levy support.

## **FUND RESERVES - PRACTICES:**

The County compares reserve balances against our reserve policies annually. In general, we strive to meet the following objectives:

- 1) The Special Revenue Fund only maintains sufficient fund balance to pay for carryovers and open invoices as of the end of the fiscal year. Tax levy dollars not needed to fund current year operations are not transferred to these funds but remain as part of general fund undesignated fund balance.
- 2) The General Fund undesignated fund balance policy sets a goal equal to 1/12<sup>th</sup> of total expenditures of the government unit (excluding the Solid Waste Fund which is a legal separate entity and is self-supporting). The General Fund Unreserved Fund Balance is projected to be around \$18.3 million at the end of 2017 which puts it above the target unrestricted fund balance for the general fund.

## INFORMATION ABOUT WINNEBAGO COUNTY

### PROFILE

Located in East Central Wisconsin, bordered on the east by Lake Winnebago, Winnebago County anchors the southern half of the Fox River Valley -- one of the largest metropolitan areas in Wisconsin. The County is close to the urban centers of Chicago, Milwaukee, and Minneapolis-St. Paul, and is known for stability, progress, and growth.

Winnebago County is also known as the County of "big lakes". Five large lakes make up the majority of water area, ranging in size from Lake Winnebago (137,708 acres) to Little Lake Butte des Morts (1,306 acres). The Fox and Wolf are important rivers that provided early transportation and were an early power source for development of local industries. Abundant water resources have assisted the County in being ranked in the top eight industrial counties in the State.

These water resources also provide for excellent recreational activities. The lakes and rivers provide sailing and boating plus excellent fishing during both summer and winter. Ducks and geese provide local sport in the fall.

The County also hosts the Annual Experimental Aircraft Association Fly-In every August with an attendance of over 500,000.

The County's economy is most noted for the stable industrialized base that centers on the paper industry. Kimberly-Clark Corporation began its operations here and remains as one of the largest paper product companies in the world. Other major business sectors include specialized trucks, woodworking, metal work and machine manufacturing.

Five major highways and Wittman Regional Airport make travel, shipping, and delivery to and from Winnebago County convenient and economical.

The County has a population of about 169,511. The majority of people reside in five urban areas ranging in population from over 66,778 in Oshkosh, the County seat, to the Village of Winneconne with over 2,383 people. The County provides a variety of living options. One can live in a rural or urban setting or experience a river or lake setting.

The residents work hard, play hard, and are well educated. The County boasts excellent private and public schools, a four-year university, a two-year university, and a technical college.

# PROPERTY TAX RATE LIMITS AND LEVY LIMITS

OPERATING LEVY RATE: Was limited to the 1992 (for taxes to be collected in 1993) operating mill rate. The Wisconsin legislature permanently eliminated this limit with the passage of the state biennial 2014/2015 budget.

DEBT SERVICE LEVY RATE: Was limited to the 1992 (for taxes to be collected in 1993) debt services mill rate. That limit was 31 cents per thousand of equalized value. Winnebago County's debt service levy has exceeded this limit through use of the allowable exception that such excess be approved by a 75% vote of the County Board. This rate limit remains in effect.

SPECIAL PURPOSE LEVYS: No limitations were placed on these rates. For Winnebago County this includes the levies for libraries, public health and culvert and bridge aid.

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## PROPERTY TAX LEVY LIMIT 2007

### LEGISLATIVE HISTORY:

During the 2007 State Legislative session, the legislature with the Governor's approval enacted the following:

#### Section 66.0602 Local Levy Limits:

1. Except as provided in subs. (3), (4), and (5), no political subdivision may increase its levy in any year by a percentage that exceeds the political subdivision's valuation factor. The valuation factor is a percentage equal to the political subdivision's January 1 equalized value due to net new construction which is new construction less improvements removed between the previous year and the current year.
2. For the 2012 and subsequent years budgets, the State further restricted the levy by using the prior year actual levy as the base rather than the prior year levy limit.

3. Debt service continues to be exempt from the levy limit freeze for all debt issued prior to July 1, 2005. Debt issued after July 1, 2005 will also be exempt if certain conditions are met. One of those is that the governing body can approve the bond issue by a  $\frac{3}{4}$  vote. Winnebago County has used this provision to exceed rate limits in the past and will likely continue to do so.
  4. Penalties will be imposed upon any governing body that exceeds these levy limits.
- 

**The Finance Director has reviewed the limits and believes that this budget is in compliance with the tax levy limits.**

# SIGNIFICANT INFORMATION – 2017 BUDGET

Fund reserves are being applied to reduce the tax levy as follows:

-	General fund undesignated fund balance used to reduce the tax levy to meet the levy limit requirements.	\$ 2,490,000
-	Public Health - using Public Health reserves to reduce the levy for the department. Public Health carries its own reserve balance because it is not apportioned to all municipalities in the County. Part of the amount at right (\$200,000) represents balances in the Public Health Department that were accumulated prior to the consolidation. This amount will only be apportioned back to the municipalities that were part of Public Health prior to the consolidation.	\$ 225,000
-	Property Lister - using Property Lister reserves to reduce the levy for the department. Property Lister carries its own reserve balance because it is not apportioned to all municipalities in the County.	\$ 20,000
-	Airport fund balance being used to reduce the levy for the facility and to fund a capital purchase.	\$ 59,995
-	Park View Health Center fund balance applied to reduce the levy for the facility.	\$ 2,000,000
	<b>Total reserves applied</b>	<b>\$ 4,794,995</b>
<p><b>Note regarding fund balances being applied:</b></p> <p>Fund balances build up as departments close out the year and have surplus's. Often times these balance are applied in future years for purposes including: paying down debt, applying to capital projects to avoid borrowing, or returning the surplus's to taxpayers through applying them to subsequent budgets, as we are doing here.</p>		

All reserves are compared against our reserve policies annually. The above application of reserves is consistent with these policies.

1. Total equalized value (as reduced by Tax Incremental Districts (TID)) in the County increased 1.85% from 2016. This consists of a 1.3% growth in new or improved property and .55% market valuation increase.
2. Total County wages are up \$1,176,491, or 2.1%. The average pay increase budgeted for 2017 is 2.0%. Actual pay increases are dependent on performance reviews as part of the merit pay plan.
3. The Parks Department budget includes \$180,224 of costs to re-configure the race track area to be used as an entertainment venue with a main stage that is contingent upon certain agreements with Life Fest.

**Winnebago County, Wisconsin**  
**Fringe Benefits - Components**

<b><u>Employer Share of Fringe Benefits -</u></b>	<b>2013 ACTUALS</b>	<b>2014 ACTUALS</b>	<b>2015 ACTUALS</b>	<b>2016 ADOPTED BUDGET</b>	<b>2017 ADOPTED BUDGET</b>	<b>2017 TO 2016 BUDGET CHANGE</b>
FICA Medicare	3,678,911	3,804,570	3,881,199	4,202,211	4,294,337	92,126
Health Insurance	10,581,023	11,006,967	12,102,784	12,829,030	14,157,921	1,328,891
Dental Insurance	654,236	721,949	735,313	799,095	805,893	6,798
Workers Compensation	1,135,345	351,244	420,704	332,000	655,302	323,302
Unemployment Compensation	121,298	104,187	95,357	101,850	99,900	(1,950)
Wisconsin Retirement	4,429,919	4,182,457	3,844,399	3,835,169	4,429,308	594,139
Life / Long Term Disability	301,718	301,617	320,116	290,931	321,901	30,970
	<b>20,902,450</b>	<b>20,472,991</b>	<b>21,399,872</b>	<b>22,390,286</b>	<b>24,764,562</b>	<b>2,374,276</b>
<b><u>Employee Share of Fringe Benefits -</u></b>						
Health Insurance	1,340,439	1,334,671	1,537,170	1,749,413	1,930,626	
Wisconsin Retirement	2,713,938	3,067,271	3,249,183	3,430,335	3,517,151	



1 **2016 ANNUAL BUDGET SESSION**

2  
3 **068-102016**

4  
5 **RESOLUTION: Adopt 2017 Annual Budget**  
6

7  
8 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**  
9

10 **BE IT RESOLVED** by the Winnebago County Board of Supervisors that the 2017 Annual County Budget, a  
11 copy of which is incorporated herein by reference, be and same is hereby adopted.

12  
13  
14 Submitted by:

15  
16 **PERSONNEL AND FINANCE COMMITTEE**  
17

18 Vote Required for Passage:  
19 **Majority of Those Present**  
20

21  
22  
23 Approved by the Winnebago County Executive this 28th day of November, 2016.  
24

25   
26 \_\_\_\_\_  
27 Mark L Harris  
28 Winnebago County Executive

<b>T. Konetzke</b>	<b>AYE</b>	<b>S. Binder</b>	<b>AYE</b>	<b>K. Powers</b>	<b>AYE</b>	Roll Call
<b>N. Barker</b>	<b>AYE</b>	<b>C. Thompson</b>	<b>AYE</b>	<b>S. Locke</b>	<b>AYE</b>	Discussion
C. Harp	Absent	<b>K. Olson</b>	<b>AYE</b>	G. Hugg	Absent	Voting..
<b>P. Elsen</b>	<b>AYE</b>	<b>Wojciechowski</b>	<b>AYE</b>	A. Finch	Absent	Roll
S. Ramos	Absent	<b>J. Gordon</b>	<b>AYE</b>	R. Youngquist	Absent	Agenda
M. Blank	Absent	<b>B. Wingren</b>	<b>AYE</b>	<b>C. Farrey</b>	<b>AYE</b>	Setup
<b>B. Roh</b>	<b>AYE</b>	<b>Lautenschlager</b>	<b>AYE</b>	<b>J. Rasmussen</b>	<b>AYE</b>	Options
<b>L. Smith</b>	<b>AYE</b>	<b>M. Norton</b>	<b>AYE</b>	<b>R. Keller</b>	<b>AYE</b>	
<b>A. Long</b>	<b>AYE</b>	<b>R. Warnke</b>	<b>AYE</b>	<b>T. Egan</b>	<b>AYE</b>	
<b>G. Scherck</b>	<b>AYE</b>	<b>K. Robl</b>	<b>AYE</b>	<b>T. Ellis</b>	<b>AYE</b>	
<b>D. Albrecht</b>	<b>AYE</b>	<b>H. Singstock</b>	<b>AYE</b>	<b>T. Snider</b>	<b>AYE</b>	
<b>M. Gabert</b>	<b>AYE</b>	<b>M. Brooks</b>	<b>AYE</b>	<b>L. Kriescher</b>	<b>AYE</b>	

**INSERT aa>>**

**Passed (30 Y - 0 N - 0 A - 6 Absent)**

**Majority Vote >**

R 068-102016

**2017 ADOPTED BUDGET**  
**SUMMARY OF COUNTY BOARD ACTIONS**

DEPARTMENT NAME	LINE ITEM	DETAIL	EXPENDITURES	REVENUES	FUND BALANCE APPLIED (Note)	LEVY
		Levy per Executive Budget Book				65,906,930
<b>COUNTY BOARD ACTIONS:</b>						
Airport	Capital - Equipment	Replacement mower (Airport fund balance)	9,995	-	(9,995)	65,906,930
Highway	Road Maintenance Materials	Parking lot maintenance (General fund balance)	50,000	-	(50,000)	65,906,930
Miscellaneous & Unclassified	Operating Grants	Remove Lake Coordinator Position (General fund balance)	(20,000)	-	20,000	65,906,930
Totals			39,995	-	(39,995)	65,906,930

**NOTE: The County Board elected to reduce fund balance applied to the expenditure increases rather than decreasing the tax levy. Positive numbers represent decreases to fund balance applied, negative numbers represent increases to fund balance applied.**

# WINNEBAGO COUNTY 2017 BUDGET SUMMARY

<b>DIVISION:</b>	<u>Revenue</u>	<u>Expense</u>	<u>Adjustments</u>	<u>Levy</u>
Administration	\$ 20,445,272	\$ 31,294,857	\$ (970,827)	\$ 9,878,758
Public Safety	5,392,266	29,686,577	-	24,294,311
Transportation	16,088,495	20,955,044	(2,983,882)	1,882,667
Health & Human Services	43,679,694	68,797,625	(2,862,600)	22,255,331
Education, Culture, & Recreation	629,569	2,635,361	(18,187)	1,987,605
Planning & Environment	1,866,071	2,933,483	(5,061)	1,062,351
<b>Divisional Total</b>	<b>\$ <u>88,101,367</u></b>	<b>\$ <u>156,302,947</u></b>	<b>\$ <u>(6,840,557)</u></b>	<b>\$ <u>61,361,023</u></b>
<b>OTHER:</b>				
Board of Supervisors	\$ -	\$ 333,340	\$ -	\$ 333,340
Scholarship Program	320	9,000	320	9,000
Unclassified	4,284,400	3,327,967	(2,490,000)	(3,446,433)
Debt Service	128,000	7,778,000	-	7,650,000
<b>Other Total</b>	<b>\$ <u>4,412,720</u></b>	<b>\$ <u>11,448,307</u></b>	<b>\$ <u>(2,489,680)</u></b>	<b>\$ <u>4,545,907</u></b>
<b>Grand Total</b>	<b>\$ <u>92,514,087</u></b>	<b>\$ <u>167,751,254</u></b>	<b>\$ <u>(9,330,237)</u></b>	<b>\$ <u>65,906,930</u></b>

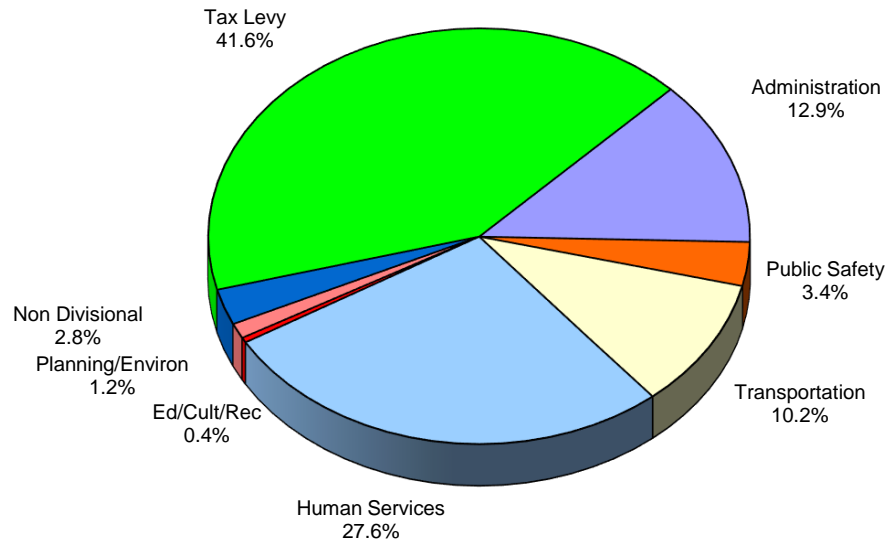
## 2017 APPROPRIATIONS FOR WINNEBAGO COUNTY

	REVENUES					EXPENDITURES				
	2015	2016	2016	2016	2017	2015	2016	2016	2016	2017
Department	Actual	Estimated	Budget	Revised	Budget	Actual	Estimated	Budget	Revised	Budget
<b>ADMINISTRATION</b>										
County Executive	7,500	7,500	7,500	7,500	6,800	230,666	240,055	234,611	234,611	239,773
Corporation Counsel	27,625	27,000	26,600	26,600	28,000	523,744	527,758	518,317	518,317	535,554
County Clerk	43,910	47,500	47,700	47,700	47,550	244,623	254,073	243,581	243,581	251,724
Elections	33,371	30,000	48,000	48,000	20,000	162,796	114,904	183,434	183,434	80,284
Dog License	1,221	1,774	2,600	2,600	2,000	1,221	1,774	2,600	2,600	2,000
Treasurer	1,225,937	1,035,800	1,131,800	1,131,800	1,001,200	404,005	392,446	402,096	402,096	389,748
Human Resources and Payroll	15,884	19,522	13,025	13,025	15,025	776,600	779,500	801,303	801,303	878,880
Workers Compensation Fund	389,176	368,577	355,405	355,812	689,930	1,178,078	833,200	801,263	801,263	865,506
Self Funded Health Insurance	220,132	-	-	136,000	16,113,547	186,879	-	-	1,051,000	16,915,270
Self Funded Dental Insurance	867,985	869,708	881,177	881,177	869,708	813,908	869,138	881,177	881,177	869,708
Finance	31,404	41,100	41,100	41,100	30,900	731,186	781,708	762,469	771,969	773,836
General Services	472,645	451,060	452,960	453,380	435,700	420,699	426,519	422,044	422,044	430,075
Prop & Liab Insurance Fund	941,281	1,043,340	1,043,340	1,043,560	1,003,245	744,246	918,388	1,046,840	1,046,840	1,003,280
Information Systems	83,408	80,944	80,944	80,944	79,802	1,702,143	1,923,385	1,911,009	1,945,352	1,787,986
Technology Replacement	750,000	750,000	-	-	-	766,426	821,607	768,607	821,607	878,118
Facilities & Property Management	118,187	98,745	99,245	99,245	101,865	5,465,293	5,962,408	5,357,713	6,065,199	5,393,115
	<b>5,229,666</b>	<b>4,872,570</b>	<b>4,231,396</b>	<b>4,368,443</b>	<b>20,445,272</b>	<b>14,352,513</b>	<b>14,846,863</b>	<b>14,337,064</b>	<b>16,192,393</b>	<b>31,294,857</b>
<b>PUBLIC SAFETY</b>										
District Attorney	283,118	251,864	262,303	262,303	277,873	1,255,381	1,389,067	1,328,616	1,328,616	1,378,780
Clerk of Courts & Courts	1,863,870	1,842,568	1,863,800	1,863,800	1,870,660	3,857,315	4,207,785	4,046,007	4,101,570	4,233,486
Sheriff	2,737,646	2,999,535	2,652,345	2,930,371	2,810,485	21,148,535	22,052,577	21,913,547	22,191,573	23,116,243
Jail Improvements	152,125	178,000	178,000	178,000	151,000	372,392	178,000	178,000	178,000	151,000
Coroner	160,890	160,150	160,150	160,150	135,100	453,531	456,085	449,810	449,810	468,498
Emergency Management	152,561	163,958	147,108	163,958	147,148	319,906	356,321	342,909	359,759	338,570
	<b>5,350,210</b>	<b>5,596,075</b>	<b>5,263,706</b>	<b>5,558,582</b>	<b>5,392,266</b>	<b>27,407,060</b>	<b>28,639,835</b>	<b>28,258,889</b>	<b>28,609,328</b>	<b>29,686,577</b>
<b>TRANSPORTATION</b>										
Airport	1,647,471	873,300	960,350	960,350	923,800	3,839,672	3,026,171	3,219,216	3,773,216	3,445,208
Airport Debt	-	-	-	-	-	105,207	109,000	54,000	54,000	56,000
Highway Department	12,984,043	13,546,431	12,663,131	13,604,747	13,116,695	12,698,373	16,640,180	13,722,684	13,532,216	14,288,836
County Road Maintenance	1,995,705	2,048,000	2,048,000	2,128,000	2,048,000	2,618,312	3,198,052	3,161,233	3,278,052	3,165,000
	<b>16,627,219</b>	<b>16,467,731</b>	<b>15,671,481</b>	<b>16,693,097</b>	<b>16,088,495</b>	<b>19,261,564</b>	<b>22,973,403</b>	<b>20,157,133</b>	<b>20,637,484</b>	<b>20,955,044</b>

## 2017 APPROPRIATIONS FOR WINNEBAGO COUNTY

	REVENUES					EXPENDITURES				
	2015	2016	2016	2016	2017	2015	2016	2016	2016	2017
Department	Actual	Estimated	Budget	Revised	Budget	Actual	Estimated	Budget	Revised	Budget
<b>HEALTH &amp; HUMAN SERVICES</b>										
Public Health	2,146,654	2,080,225	2,026,275	2,307,510	2,136,767	3,511,420	4,045,834	3,812,152	4,073,833	4,023,710
Child Support	1,284,305	1,750,664	1,802,183	1,802,183	1,735,268	1,538,545	1,655,930	1,597,104	1,597,178	1,644,473
Veterans	16,427	22,857	14,400	21,477	14,400	396,346	582,910	497,664	504,741	528,108
Human Services	26,190,741	26,289,124	25,501,430	26,002,763	25,611,205	41,686,010	43,489,695	43,574,804	44,083,137	43,684,579
Park View Health Center	14,369,215	13,885,200	13,967,657	13,967,657	14,182,054	17,512,035	17,779,390	18,074,979	18,427,260	18,596,755
Park View Health Center Debt	-	-	-	-	-	2,623,674	2,292,620	2,431,000	2,431,000	320,000
	<b>44,007,342</b>	<b>44,028,070</b>	<b>43,311,945</b>	<b>44,101,590</b>	<b>43,679,694</b>	<b>67,268,030</b>	<b>69,846,379</b>	<b>69,987,703</b>	<b>71,117,149</b>	<b>68,797,625</b>
<b>EDUCATION, CULTURE, &amp; RECREATION</b>										
UW-Fox Valley	178,723	153,532	153,532	153,532	152,032	348,913	307,064	307,064	320,324	304,064
University Extension	45,548	31,510	35,750	35,750	36,750	639,631	607,519	588,814	605,263	592,796
Parks	271,723	304,032	334,497	334,497	334,787	1,445,850	1,532,053	1,597,516	1,602,666	1,614,314
Boat Launch	106,578	106,000	108,910	108,910	106,000	49,218	116,578	118,738	121,438	124,187
	<b>602,572</b>	<b>595,074</b>	<b>632,689</b>	<b>632,689</b>	<b>629,569</b>	<b>2,483,612</b>	<b>2,563,214</b>	<b>2,612,132</b>	<b>2,649,691</b>	<b>2,635,361</b>
<b>PLANNING &amp; ENVIRONMENT</b>										
Register of Deeds	967,400	977,500	905,100	905,100	955,000	524,718	476,863	568,631	568,631	572,569
Planning	270,432	258,926	266,530	266,530	267,801	976,264	1,028,724	1,003,153	1,003,153	1,022,983
Property Lister	575	600	600	600	5,600	150,862	196,955	197,154	197,154	206,078
Land Records Modernization	200,248	277,100	273,100	273,100	276,100	183,428	228,081	272,952	272,952	261,161
Land & Water Conservation	288,377	298,602	369,054	440,263	361,570	719,958	863,864	891,004	1,000,601	870,692
	<b>1,727,032</b>	<b>1,812,728</b>	<b>1,814,384</b>	<b>1,885,593</b>	<b>1,866,071</b>	<b>2,555,230</b>	<b>2,794,487</b>	<b>2,932,894</b>	<b>3,042,491</b>	<b>2,933,483</b>
<b>NON-DIVISIONAL BUDGETS</b>										
County Board	-	-	-	-	-	278,757	357,300	335,000	480,805	333,340
Scholarship	383	200	200	200	320	8,500	9,000	9,000	9,000	9,000
Unclassified	4,251,455	4,065,800	4,960,800	5,308,579	4,284,400	906,112	845,916	1,044,204	960,204	1,176,585
Library Aid	-	-	-	-	-	1,960,725	1,992,983	1,992,983	1,992,983	2,128,882
Bridge & Culvert Aid	-	-	-	-	-	269,015	63,000	63,000	63,000	22,500
Debt Service	444,761	128,000	128,000	128,000	128,000	7,925,533	5,547,000	5,547,000	5,547,000	7,778,000
Depreciation adjustments	-	-	3,119,900	4,482,254	3,462,246	-	-	-	-	-
Fund balance adjustments	-	-	3,079,524	3,079,524	5,867,991	-	-	-	-	-
Tax Levy	-	-	65,062,977	65,062,977	65,906,930	-	-	-	-	-
	<b>4,696,599</b>	<b>4,194,000</b>	<b>76,351,401</b>	<b>78,061,534</b>	<b>79,649,887</b>	<b>11,348,642</b>	<b>8,815,199</b>	<b>8,991,187</b>	<b>9,052,992</b>	<b>11,448,307</b>
	<b>78,240,640</b>	<b>77,566,248</b>	<b>147,277,002</b>	<b>151,301,528</b>	<b>167,751,254</b>	<b>144,676,651</b>	<b>150,479,380</b>	<b>147,277,002</b>	<b>151,301,528</b>	<b>167,751,254</b>

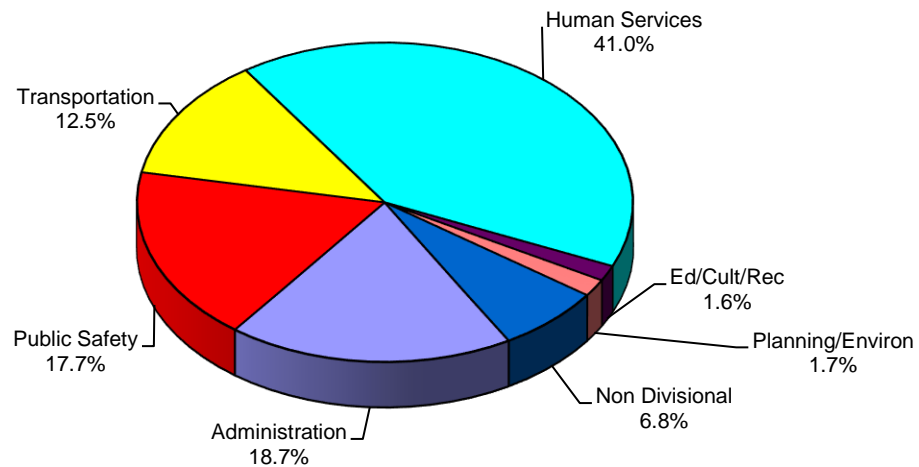
### Winnebago County Revenues By Division (In Thousands)



	2016	2017	Change	Percent
Administration	4,231	20,445	16,214	383.22
Public Safety	5,264	5,392	128	2.43
Transportation	15,674	16,088	414	2.64
Human Services	43,312	43,679	367	0.85
Ed/Cult/Rec	633	629	(4)	(0.63)
Planning/Environ	1,814	1,866	52	2.87
Non Divisional	5,089	4,415	(674)	(13.24)
Tax Levy	65,063	65,907	844	1.30
	141,080	158,421	17,341	12.29
Depreciation adjustments	3,120	3,462	342	10.96
Decrease to fund balance*	3,218	5,868	2,650	82.35
	<u>147,418</u>	<u>167,751</u>	<u>20,333</u>	<u>13.79</u>

\*Decrease to Fund Balances represent savings being used to reduce the tax levy.

**Winnebago County  
Expenditures By Division  
(In Thousands)**



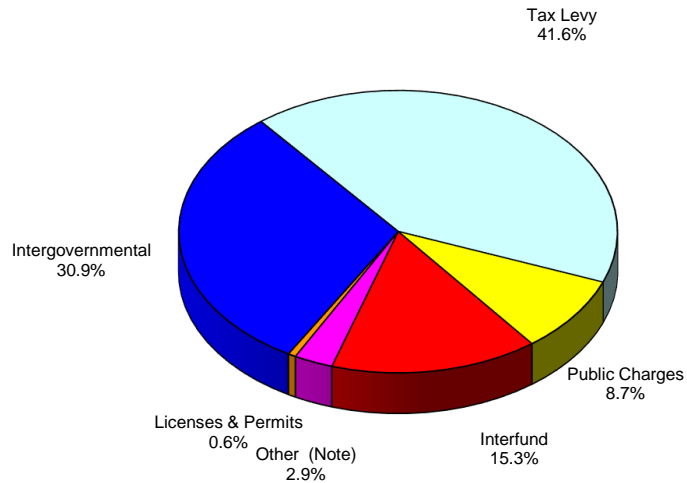
Human Services Exp breakdown	2017 (Thousands)
Public Health	\$ 4,024
Child Support	1,644
Veterans	528
Human Services	43,685
Park View	18,917
<b>Total</b>	<b>\$ 68,798</b>

	2016	2017	Change	Percent
Administration	14,587	31,295	16,708	114.54
Public Safety	28,259	29,687	1,428	5.05
Transportation	20,060	20,955	895	4.46
Human Services	69,988	68,798	(1,190)	(1.70)
Ed/Cult/Rec	2,612	2,635	23	0.88
Planning/Environ	2,933	2,933	0	-
Non Divisional	8,979	11,448	2,469	27.50
	<u>147,418</u>	<u>167,751</u>	<u>20,333</u>	<u>13.79</u>

\* Note: Non Divisional includes County Board, Scholarship Program, Library pass through levy, Operating Grants and Debt Service



**Winnebago County  
Where The Funds Come From  
(In Thousands)**



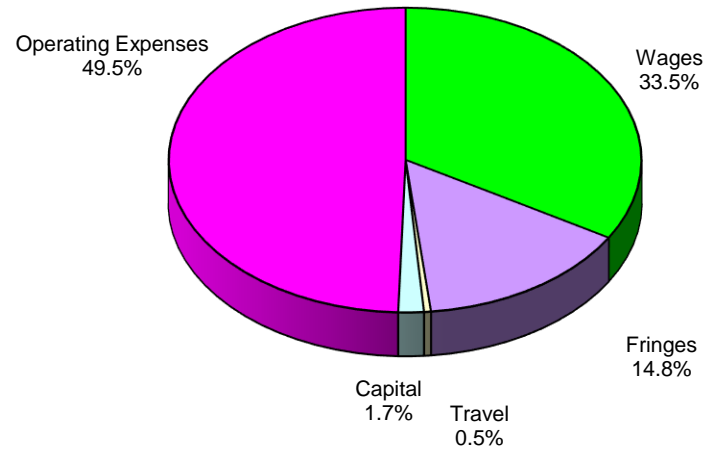
Intergov Revenue	2017 (Thousands)
Basic County allocation	5,753
Youth aids	1,535
Childrens waiver revenue	2,605
Community options	-
Income maintenance	1,986
ADRC	1,628
Other Human Services	15,714
Medicaid	5,540
State shared revenue	3,302
Transportation aids	2,000
Hwy maint state	3,312
Hwy maint municipal	2,659
Other general	2,929
<b>Total</b>	<b>48,963</b>

	2016	2017	Change	Percent	% of Total Excluding Interfund
Intergovernmental	49,383	48,963	(420)	(0.85)	30.9%
Tax Levy	65,063	65,907	844	1.30	41.6%
Public Charges	11,507	13,854	2,347	20.40	8.7%
Interfund	8,899	24,234	15,335	172.32	15.3%
Other (Note)	5,273	4,550	(723)	(13.71)	2.9%
Licenses & Permits	955	913	(42)	(4.40)	0.6%
	141,080	158,421	17,341	12.29	100.0%
Depreciation adjustments	3,120	3,462	342	10.96	
Decrease to fund balance*	3,218	5,868	2,650	82.35	
	147,418	167,751	20,333	13.79	

\*\*Decrease to Fund Balances represent savings being used to reduce the tax levy.

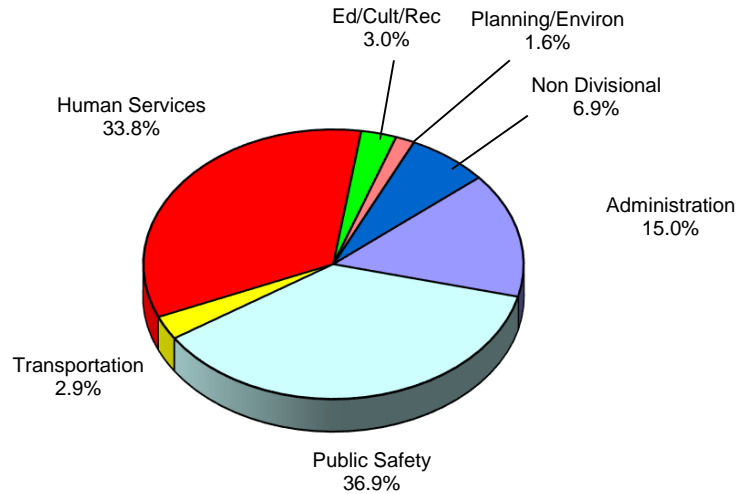
NOTE: " Other" category consists of other taxes, interest on investments, and other miscellaneous revenues such as rental, nonoperating grants, and sale of property and equipment.

**Winnebago County  
Where The Funds Go  
(In Thousands)**



	2016	2017	Change	Percent
Wages	55,067	56,243	1,176	2.14
Fringes	22,390	24,765	2,375	10.61
Travel	776	790	14	1.80
Capital	2,386	2,916	530	22.21
Operating Expenses	66,799	83,037	16,238	24.31
	<u>147,418</u>	<u>167,751</u>	<u>20,333</u>	<u>13.79</u>

**Winnebago County  
Levy By Division  
(In Thousands)**



**2017  
Human Services Levy (Thousands)**

Public Health	1,662
Child Support	(91)
Veterans	514
Human Services	18,073
Park View	1,777
Park View Debt	320

Total	<u>22,255</u>
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**2017  
Non Divisional Levy (Thousands)**

Debt Service	7,650
Library	2,129
Board	333
Scholarship	9
Misc	(5,575)

Total	<u>4,546</u>
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	<u>2016</u>	<u>2017</u>	<u>Change</u>	<u>Percent</u>
Administration	9,594	9,879	285	2.97
Public Safety	22,995	24,294	1,299	5.65
Transportation	1,882	1,883	1	0.05
Human Services	24,502	22,255	(2,247)	(9.17)
Ed/Cult/Rec	1,969	1,988	19	0.96
Planning/Environ	1,099	1,062	(37)	(3.37)
Non Divisional	3,022	4,546	1,524	50.43
	<u>65,063</u>	<u>65,907</u>	<u>844</u>	<u>1.30</u>

*Note: Levy by division reflects the allocation of indirect revenues from the "Non-Divisional" category to each division.*

## FINANCIAL COMPARISON - TOTAL

	2016 Budget	2017 Budget	Increase/ (Decrease)	Percent Increase/ -Decrease
Wages	\$ 55,066,433	\$ 56,242,924	\$ 1,176,491	2.136%
Fringe Benefits	22,390,286	24,764,562	2,374,276	10.604%
Travel & Meetings	776,093	790,032	13,939	1.796%
Capital Outlay	2,486,176	2,916,384	430,208	17.304%
Other operating expenses	<u>66,558,014</u>	<u>83,037,352</u>	<u>16,479,338</u>	<u>24.759%</u>
Total Expenditures	147,277,002	167,751,254	20,474,252	13.902%
Revenues	72,111,869	89,262,666	17,150,797	23.784%
Non operating revenues	<u>3,902,732</u>	<u>3,251,421</u>	<u>(651,311)</u>	<u>-16.689%</u>
Levy before adjustments	71,262,401	75,237,167	3,974,766	5.578%
Depreciation adjustments <b>(Note 3)</b>	(3,119,900)	(3,462,246)	(342,346)	10.973%
Fund balance adjustments <b>(Note 2)</b>	<u>(3,079,524)</u>	<u>(5,867,991)</u>	<u>(2,788,467)</u>	<u>90.549%</u>
Levy	<u>65,062,977</u>	<u>65,906,930</u>	<u>843,953</u>	<u>1.297%</u>
Equalized value (TID Out)	<u>11,583,545,900</u>	<u>11,798,032,500</u>	<u>214,486,600</u>	<u>1.852%</u>
Tax Rate <b>(Note 1)</b>	<u>\$5.62</u>	<u>\$5.59</u>	<u>(\$0.03)</u>	<u>-0.552%</u>

**Note 1:** The total tax rate does not equal the sum of the individual rates because the rates are calculated based on different total property valuations. Some municipalities do not have the Library tax or Public Health tax so those rates are calculated without the non-chargeable municipalities. The above rate is a blended rate and only represents an estimate.

The 2017 tax mill rate is 3-cents lower than the 2016 rate based on equalized property values. The tax rate for operating expenses is \$4.57 per thousand dollars of equalized value.

Taxes are actually allocated to individual properties based on assessed valuation. The County experienced real growth in property value (from new construction) of about **1.3%**.

**Existing property values increased by an average of 0.55%.**

It is not possible to determine the impact on individual property owners because of differences in assessment among municipalities in Winnebago County.

**Note 2:** These are special purpose funds that must be applied to their designated purpose. An example is debt service funds. These funds must be applied to debt service if not used for capital projects.

**Note 3:** Depreciation is backed out of the levy number for all enterprise funds (Airport, Park View and Highway).

## FINANCIAL COMPARISON - OPERATING

	<u>2016 Budget</u>	<u>2017 Budget</u>	<u>Increase/ (Decrease)</u>	<u>Percent Increase/ -Decrease</u>
Wages	\$ 52,638,560	\$ 53,638,939	\$ 1,000,379	1.900%
Fringe Benefits	21,364,959	23,649,093	2,284,134	10.691%
Travel & Meetings	717,793	731,732	13,939	1.942%
Capital Outlay	2,486,176	2,916,384	430,208	17.304%
Other operating expenses	<u>55,972,225</u>	<u>72,279,936</u>	<u>16,307,711</u>	<u>29.135%</u>
Total Expenditures	133,179,713	153,216,084	20,036,371	15.045%
Revenues	70,090,194	87,137,299	17,047,105	24.322%
Non operating revenues	<u>3,769,532</u>	<u>3,106,421</u>	<u>(663,111)</u>	<u>-17.591%</u>
Levy before adjustments	59,319,987	62,972,364	3,652,377	6.157%
Depreciation adjustments	(3,119,900)	(3,462,246)	(342,346)	10.973%
Fund balance adjustments	<u>(2,988,182)</u>	<u>(5,622,991)</u>	<u>(2,634,809)</u>	<u>88.174%</u>
Levy	<u>53,211,905</u>	<u>53,887,127</u>	<u>675,222</u>	<u>1.269%</u>
Equalized value (TID Out)	<u>11,583,545,900</u>	<u>11,798,032,500</u>	<u>214,486,600</u>	<u>1.852%</u>
Tax Rate	<u>\$4.59</u>	<u>\$4.57</u>	<u>(\$0.02)</u>	<u>-0.436%</u>

## FINANCIAL COMPARISON - DEBT SERVICE

	<u>2016 Budget</u>	<u>2017 Budget</u>	<u>Increase/ (Decrease)</u>	<u>Percent Increase/ -Decrease</u>
Wages	\$ -	\$ -	\$ -	0.000%
Fringe Benefits	-	-	-	0.000%
Travel & Meetings	-	-	-	0.000%
Capital Outlay	-	-	-	0.000%
Other operating expenses	<u>8,032,000</u>	<u>8,154,000</u>	<u>122,000</u>	<u>1.519%</u>
Total Expenditures	<u>8,032,000</u>	<u>8,154,000</u>	<u>122,000</u>	<u>1.519%</u>
Revenues	-	-	-	0.000%
Non operating revenues	<u>128,000</u>	<u>128,000</u>	<u>-</u>	<u>NA</u>
Levy before adjustments	7,904,000	8,026,000	122,000	1.544%
Depreciation adjustments	-	-	-	0.000%
Fund balance adjustments	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.000%</u>
Levy	<u>7,904,000</u>	<u>8,026,000</u>	<u>122,000</u>	<u>1.544%</u>
Equalized value (TID Out)	<u>11,583,545,900</u>	<u>11,798,032,500</u>	<u>214,486,600</u>	<u>1.852%</u>
Tax Rate	<u>\$0.68</u>	<u>\$0.68</u>	<u>\$0.00</u>	<u>0.000%</u>

## FINANCIAL COMPARISON - LIBRARY TAX

	<u>2016 Budget</u>	<u>2017 Budget</u>	<u>Increase/ (Decrease)</u>	<u>Percent Increase/ -Decrease</u>
Wages	\$ -	\$ -	\$ -	0.000%
Fringe Benefits	-	-	-	0.000%
Travel & Meetings	-	-	-	0.000%
Capital Outlay	-	-	-	0.000%
Other operating expenses	<u>1,992,983</u>	<u>2,128,882</u>	<u>135,899</u>	<u>6.819%</u>
Total Expenditures	1,992,983	2,128,882	135,899	6.819%
Revenues	-	-	-	0.000%
Non operating revenues	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.000%</u>
Levy before adjustments	1,992,983	2,128,882	135,899	6.819%
Depreciation adjustments	-	-	-	0.000%
Fund balance adjustments	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.000%</u>
Levy	<u>1,992,983</u>	<u>2,128,882</u>	<u>135,899</u>	<u>6.819%</u>
Equalized value (TID Out) <b>Note 1</b>	<u>5,149,589,600</u>	<u>5,279,087,500</u>	<u>129,497,900</u>	<u>2.515%</u>
Tax Rate	<u>\$0.39</u>	<u>\$0.40</u>	<u>\$0.01</u>	<u>2.564%</u>

The Library Tax is not apportioned to all Municipalities in the County.

<b>Note 1:</b> Total valuation includes only those municipalities that pay the County Library Tax.
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## FINANCIAL COMPARISON - SPECIAL PURPOSE TAXES

	<u>2016 Budget</u>	<u>2017 Budget</u>	<u>Increase/ (Decrease)</u>	<u>Percent Increase/ -Decrease</u>
Wages	\$ 2,427,873	\$ 2,603,985	\$ 176,112	7.254%
Fringe Benefits	1,025,327	1,115,469	90,142	8.792%
Travel & Meetings	58,300	58,300	-	0.000%
Capital Outlay	-	-	-	0.000%
Other operating expenses	<u>560,806</u>	<u>474,534</u>	<u>(86,272)</u>	<u>-15.384%</u>
Total Expenditures	4,072,306	4,252,288	179,982	4.420%
Revenues	2,021,675	2,125,367	103,692	5.129%
Non operating revenues	<u>5,200</u>	<u>17,000</u>	<u>11,800</u>	<u>226.923%</u>
Levy before adjustments	2,045,431	2,109,921	64,490	3.153%
Depreciation adjustments	-	-	-	0.000%
Fund balance adjustments	<u>(91,342)</u>	<u>(245,000)</u>	<u>(153,658)</u>	<u>0.000%</u>
Levy	<u>1,954,089</u>	<u>1,864,921</u>	<u>(89,168)</u>	<u>-4.563%</u>
Equalized value (TID Out) <b>Note 1</b>	<u>10,758,062,800</u>	<u>10,957,992,200</u>	<u>199,929,400</u>	<u>1.858%</u>
Tax Rate	<u>\$0.18</u>	<u>\$0.17</u>	<u>(\$0.01)</u>	<u>-5.556%</u>

Special Levies consist of Bridge & Culvert Aid, Public Health and Property Lister.

<b>Note 1:</b> Total valuation includes only those municipalities that pay for Public Health and Property Lister services.
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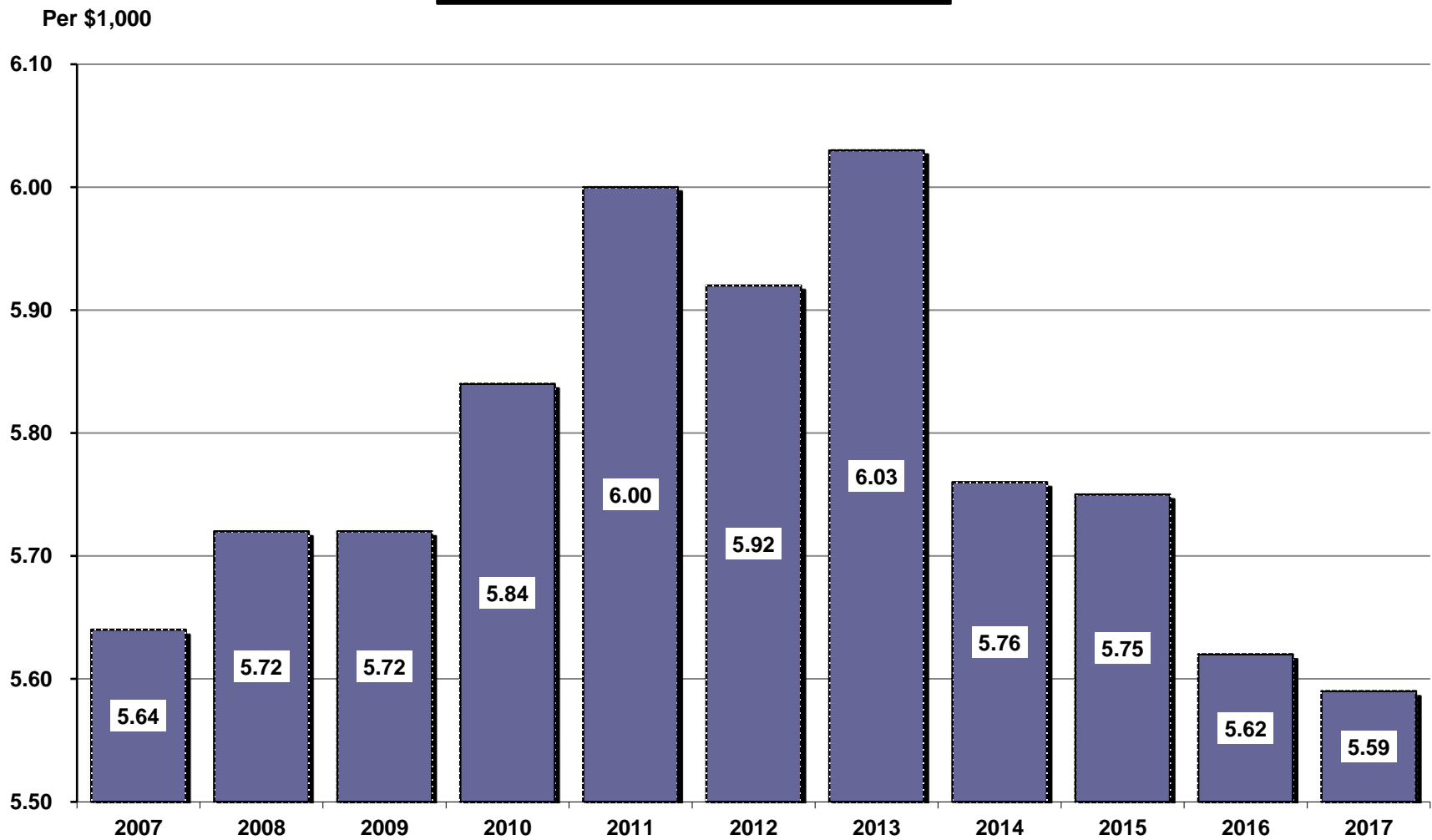
**WINNEBAGO COUNTY, WISCONSIN  
INFORMATION ON COUNTY TAX RATES**

Year	Equalized Value (000) (TID Out)	Valuation Base for Library Tax	Valuation Base for Special Levy	TAX LEVY					TAX RATE				
				Total	Operating	Debt Service	Library	Special Levy	Equalized Rate	Operating	Debt Service	Library *	Special Levy *
2007	10,772,552	4,540,001	4,854,599	60,721,880	45,365,161	12,340,037	2,017,914	998,768	5.64	4.21	1.15	0.44	0.21
2008	11,163,115	4,753,310	5,082,006	63,878,273	48,043,727	12,745,445	2,085,123	1,003,978	5.72	4.30	1.14	0.44	0.20
2009	11,546,865	4,949,802	5,285,789	66,012,889	50,569,507	12,381,000	2,029,530	1,032,852	5.72	4.38	1.07	0.41	0.20
2010	11,617,689	5,028,221	5,366,235	67,790,623	52,570,377	12,069,000	2,056,999	1,094,247	5.84	4.53	1.04	0.41	0.20
2011	11,439,687	4,935,888	5,272,437	68,590,592	53,105,518	12,263,000	2,098,680	1,123,394	6.00	4.64	1.07	0.43	0.21
2012	11,452,052	4,987,917	5,325,985	67,745,029	53,341,482	11,606,000	2,109,605	687,942	5.92	4.66	1.01	0.42	0.13
2013	11,167,428	4,883,745	10,334,401	67,288,060	52,674,767	11,113,000	2,026,246	1,474,047	6.03	4.72	1.00	0.41	0.14
2014	11,252,938	4,954,038	10,428,252	64,786,199	54,224,096	6,800,000	2,044,826	1,717,277	5.76	4.82	0.60	0.41	0.16
2015	11,396,366	5,034,551	10,586,717	65,494,165	55,330,678	6,508,000	1,960,725	1,694,762	5.75	4.86	0.57	0.39	0.16
2016	11,583,546	5,149,590	10,758,063	65,062,977	53,211,905	7,904,000	1,992,983	1,954,089	5.62	4.59	0.68	0.39	0.18
2017	11,798,033	5,279,088	10,957,992	65,906,930	53,931,528	8,026,000	2,084,481	1,864,921	5.59	4.57	0.68	0.39	0.17

\* Tax rate calculation for Library tax rate and Special Levy tax rates are based on total equalized value of those municipalities which pay for these services.

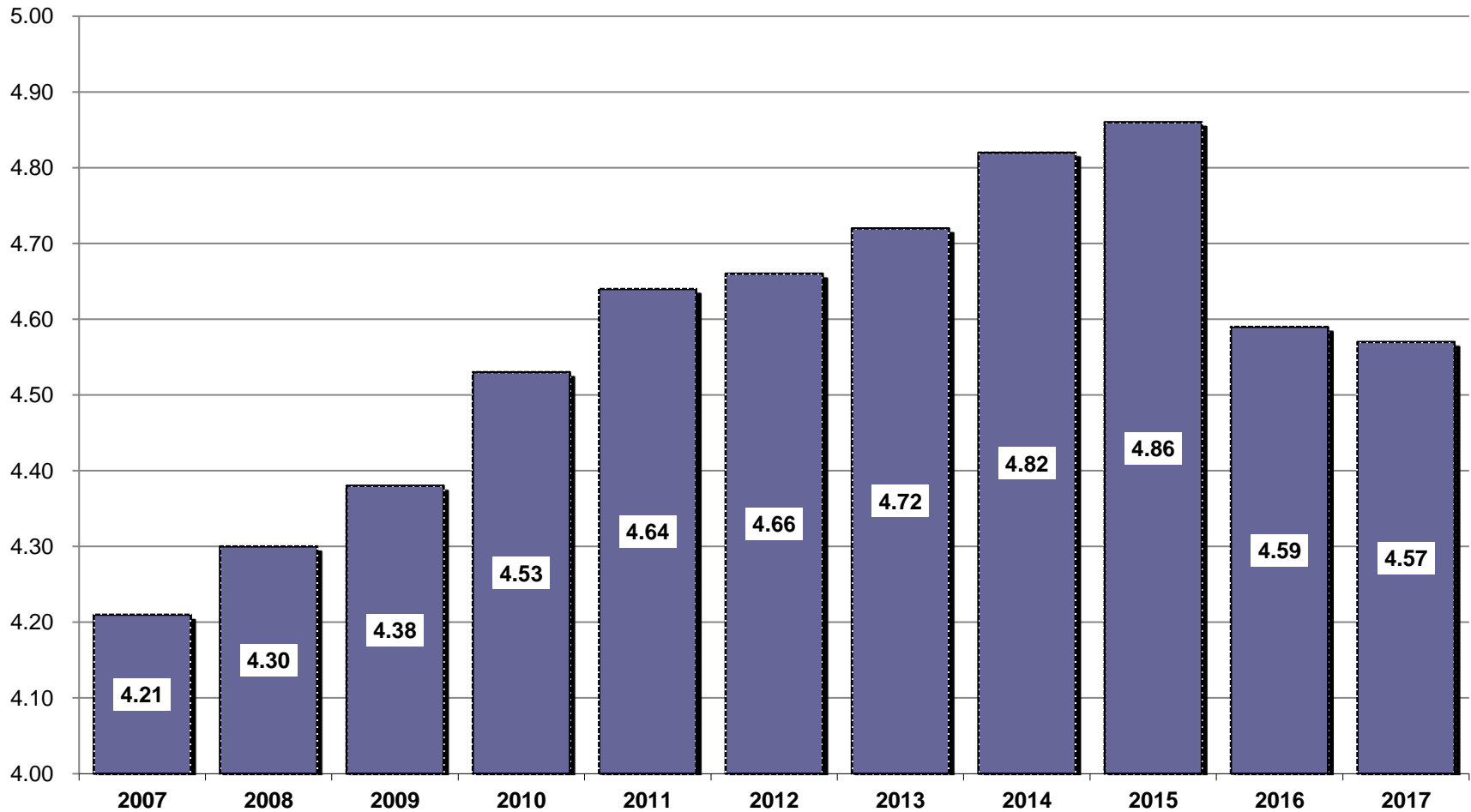
**NOTE: Graphics for the above data are shown on the following pages.**

**Winnebago County  
Recap of Total Tax Levy  
(Rate per \$1,000 of Valuation)**

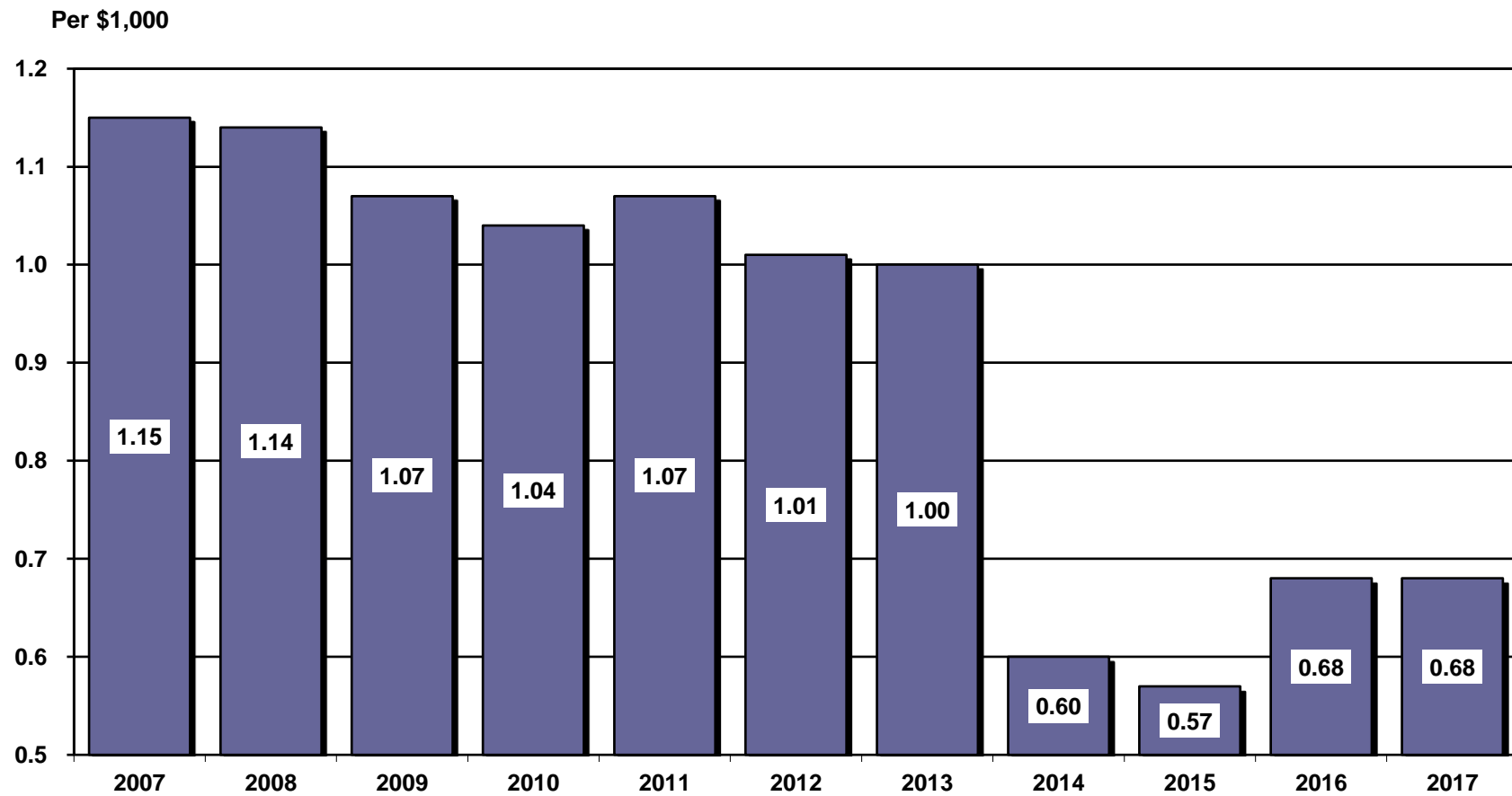


**Winnebago County  
Recap of Operating Levy  
(Rate per \$1,000 of Valuation)**

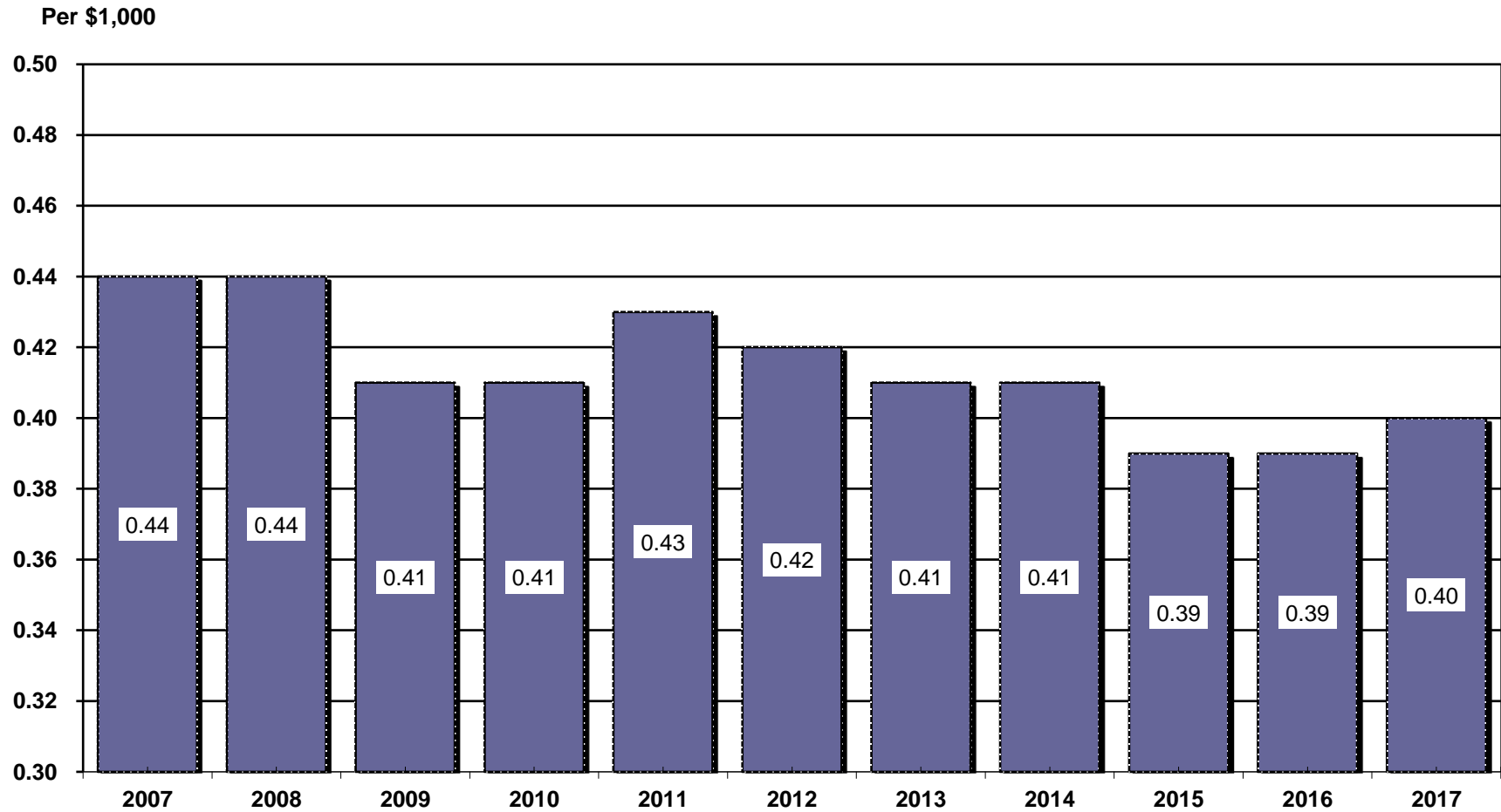
Per \$1,000



**Winnebago County  
Recap of Debt Service Levy  
(Rate per \$1,000 of Valuation)**

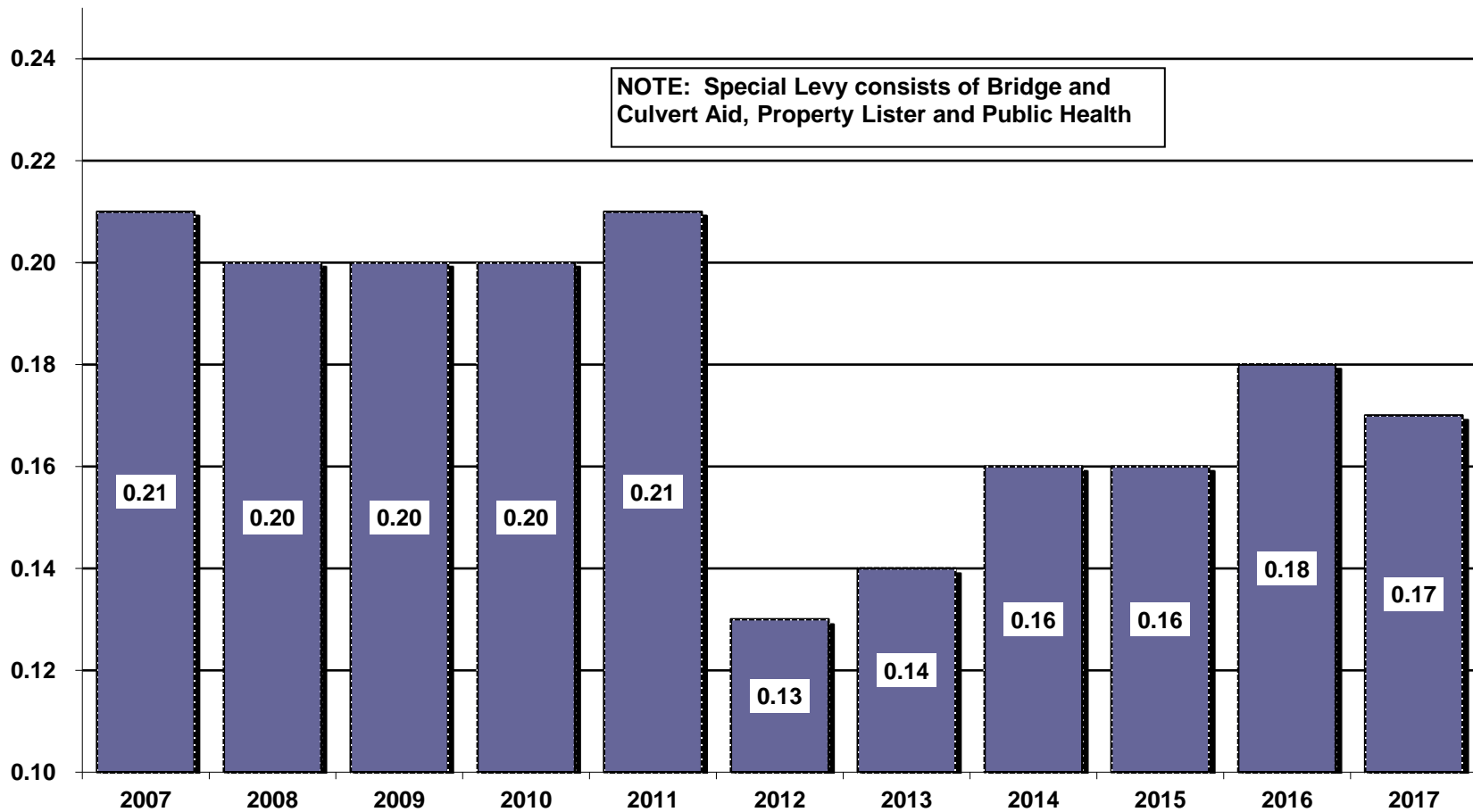


**Winnebago County  
Recap of Library Tax  
(Rate per \$1,000 of Valuation)**



**Winnebago County  
Recap of Special Levy  
(Rate per \$1,000 of Valuation)**

Per \$1,000



**WINNEBAGO COUNTY, WISCONSIN**  
**APPORTIONMENT OF TAXES AND SPECIAL CHARGES - 2017**

	Equalized Value (TID out)	State Forestry Tax	Charitable & Penal Charges	Public Health	County Library Tax	Bridge & Culvert Aid	Property Lister (Note)	All Other County Taxes	Total County Taxes	Net County Taxes	County Special Charges	Total County Taxes & Special Charges	Tax Apportionment
<b>Towns</b>													
Algoma	612,818,800	103,999.03	(4,443.29)	82,380.97	247,129.62	2,611.90	19,515.56	3,215,971.90	3,567,609.95	3,563,166.66	-	3,567,609.95	3,667,165.69
Black Wolf	273,284,700	46,378.05	(1,981.47)	36,737.55	110,206.71	1,164.77	8,702.91	1,434,152.99	1,590,964.93	1,588,983.46	-	1,590,964.93	1,635,361.51
Clayton	475,372,700	80,673.60	(3,446.73)	63,904.15	191,702.14	2,026.09	15,138.51	2,494,677.46	2,767,448.35	2,764,001.62	-	2,767,448.35	2,844,675.22
Menasha	1,502,477,900	254,982.31	(10,893.84)	201,977.46	605,899.82	6,403.70	47,847.25	7,884,756.00	8,746,884.23	8,735,990.39	-	8,746,884.23	8,990,972.70
Neenah	415,470,900	70,507.90	(3,012.41)	55,851.58	167,545.72	1,770.78	13,230.91	2,180,322.70	2,418,721.69	2,415,709.28	-	2,418,721.69	2,486,217.18
Nekimi	131,136,600	22,254.67	(950.82)	17,628.63	52,883.07	558.92	4,176.12	688,183.23	763,429.97	762,479.15	-	763,429.97	784,733.82
Nepeuskun	61,615,700	10,456.55	(446.75)	8,282.97	24,847.58	262.61	1,962.19	323,349.02	358,704.37	358,257.62	-	358,704.37	368,714.17
Omro	208,938,600	35,458.13	(1,514.93)	28,087.52	84,258.05	890.52	6,653.77	1,096,475.28	1,216,365.14	1,214,850.21	-	1,216,365.14	1,250,308.34
Oshkosh	324,526,300	55,074.06	(2,353.00)	43,625.93	130,870.76	1,383.16	10,334.72	1,703,060.45	1,889,275.02	1,886,922.02	-	1,889,275.02	1,941,996.08
Poygan	150,838,100	25,598.13	(1,093.66)	20,277.10	60,828.03	642.89	4,803.52	791,573.45	878,124.99	877,031.33	-	878,124.99	902,629.46
Rushford	115,984,700	19,683.30	(840.96)	15,591.78	46,772.81	494.34	3,693.60	608,668.56	675,221.09	674,380.13	-	675,221.09	694,063.43
Utica	132,078,600	22,414.53	(957.65)	17,755.26	53,262.95	562.93	4,206.12	693,126.69	768,913.95	767,956.30	-	768,913.95	790,370.83
Vinland	233,090,200	39,556.81	(1,690.04)	31,334.22	93,997.60	993.45	7,422.89	1,223,218.89	1,356,967.05	1,355,277.01	-	1,356,967.05	1,394,833.82
Winchester	150,462,000	25,534.30	(1,090.94)	20,226.54	60,676.37	641.28	4,791.55	789,599.74	875,935.48	874,844.54	-	875,935.48	900,378.84
Winneconne	311,695,100	52,896.53	(2,259.97)	41,901.03	125,696.36	1,328.48	9,926.11	1,635,724.43	1,814,576.41	1,812,316.44	-	1,814,576.41	1,865,212.97
Wolf River	179,296,600	30,427.71	(1,300.00)	24,102.76	72,304.41	764.18	5,709.80	940,918.96	1,043,800.11	1,042,500.11	-	1,043,800.11	1,072,927.82
<b>Total Towns</b>	<b>5,279,087,500</b>	<b>895,895.61</b>	<b>(38,276.46)</b>	<b>709,665.45</b>	<b>2,128,882.00</b>	<b>22,500.00</b>	<b>168,115.53</b>	<b>27,703,779.75</b>	<b>30,732,942.73</b>	<b>30,694,666.27</b>	<b>-</b>	<b>30,732,942.73</b>	<b>31,590,561.88</b>
<b>Villages</b>													
Winneconne	175,949,200	33,258.08	(1,275.73)	23,652.77	-	-	5,603.20	923,352.36	952,608.33	951,332.60	-	952,608.33	984,590.68
<b>Cities</b>													
Appleton	65,591,100	14,049.66	(475.57)	-	-	-	-	344,211.27	344,211.27	343,735.70	-	344,211.27	357,785.36
Menasha	774,449,200	139,135.09	(5,615.21)	-	-	-	-	4,064,181.56	4,064,181.56	4,058,566.35	-	4,064,181.56	4,197,701.44
Neenah	1,810,019,000	337,996.67	(13,123.69)	307,551.98	-	-	-	9,498,680.92	9,806,232.90	9,793,109.21	-	9,806,232.90	10,131,105.88
Omro	180,850,100	30,691.35	(1,311.27)	24,311.60	-	-	5,759.27	949,071.47	979,142.34	977,831.07	-	979,142.34	1,008,522.42
Oshkosh	3,512,086,400	640,848.10	(25,464.65)	596,761.20	-	-	-	18,430,849.67	19,027,610.87	19,002,146.22	-	19,027,610.87	19,642,994.32
<b>Total Cities</b>	<b>6,342,995,800</b>	<b>1,162,720.87</b>	<b>(45,990.39)</b>	<b>928,624.78</b>	<b>-</b>	<b>-</b>	<b>5,759.27</b>	<b>33,286,994.89</b>	<b>34,221,378.94</b>	<b>34,175,388.55</b>	<b>-</b>	<b>34,221,378.94</b>	<b>35,338,109.42</b>
<b>Total all taxing Districts</b>													
	<b>11,798,032,500</b>	<b>2,091,874.56</b>	<b>(85,542.58)</b>	<b>1,661,943.00</b>	<b>2,128,882.00</b>	<b>22,500.00</b>	<b>179,478.00</b>	<b>61,914,127.00</b>	<b>65,906,930.00</b>	<b>65,821,387.42</b>	<b>-</b>	<b>65,906,930.00</b>	<b>67,913,261.98</b>

*Note: The amount shown on the Apportionment of County Taxes in the Executive Budget Book was adjusted for the final Adopted schedule. The Property Lister budget and levy was not changed, but the amount apportioned out to municipalities was not entered correctly.*

**WINNEBAGO COUNTY, WISCONSIN**  
**APPORTIONMENT OF COUNTY TAXES - 2017**  
(See Note Below)

	Equalized Value (TID out)	Public Health	County Library Tax	Bridge & Culvert Aid	Property Lister & Data Processing (Note 2)	All Other County Taxes	Tax Apportionment	2017 Tax Rate	2016 Tax Rate
<b>Towns</b>									
Algoma	612,818,800.00	82,380.97	247,129.62	2,611.90	19,515.56	3,215,971.90	3,567,609.95	5.822	5.860
Black Wolf	273,284,700.00	36,737.55	110,206.71	1,164.77	8,702.91	1,434,152.99	1,590,964.93	5.822	5.860
Clayton	475,372,700.00	63,904.15	191,702.14	2,026.09	15,138.51	2,494,677.46	2,767,448.35	5.822	5.860
Menasha	1,502,477,900.00	201,977.46	605,899.82	6,403.70	47,847.25	7,884,756.00	8,746,884.23	5.822	5.860
Neenah	415,470,900.00	55,851.58	167,545.72	1,770.78	13,230.91	2,180,322.70	2,418,721.69	5.822	5.860
Nekimi	131,136,600.00	17,628.63	52,883.07	558.92	4,176.12	688,183.23	763,429.97	5.822	5.860
Nepeuskun	61,615,700.00	8,282.97	24,847.58	262.61	1,962.19	323,349.02	358,704.37	5.822	5.860
Omro	208,938,600.00	28,087.52	84,258.05	890.52	6,653.77	1,096,475.28	1,216,365.14	5.822	5.860
Oshkosh	324,526,300.00	43,625.93	130,870.76	1,383.16	10,334.72	1,703,060.45	1,889,275.02	5.822	5.860
Poygan	150,838,100.00	20,277.10	60,828.03	642.89	4,803.52	791,573.45	878,124.99	5.822	5.860
Rushford	115,984,700.00	15,591.78	46,772.81	494.34	3,693.60	608,668.56	675,221.09	5.822	5.860
Utica	132,078,600.00	17,755.26	53,262.95	562.93	4,206.12	693,126.69	768,913.95	5.822	5.860
Vinland	233,090,200.00	31,334.22	93,997.60	993.45	7,422.89	1,223,218.89	1,356,967.05	5.822	5.860
Winchester	150,462,000.00	20,226.54	60,676.37	641.28	4,791.55	789,599.74	875,935.48	5.822	5.860
Winneconne	311,695,100.00	41,901.03	125,696.36	1,328.48	9,926.11	1,635,724.43	1,814,576.41	5.822	5.860
Wolf River	179,296,600.00	24,102.76	72,304.41	764.18	5,709.80	940,918.96	1,043,800.11	5.822	5.860
<b>Total Towns</b>	<b>5,279,087,500.00</b>	<b>709,665.45</b>	<b>2,128,882.00</b>	<b>22,500.00</b>	<b>168,115.53</b>	<b>27,703,779.75</b>	<b>30,732,942.73</b>		
<b>Villages</b>									
Winneconne	175,949,200.00	23,652.77	-	-	5,603.20	923,352.36	952,608.33	5.414	5.461
<b>Cities</b>									
Appleton	65,591,100.00	-	-	-	-	344,211.27	344,211.27	5.248	5.276
Menasha	774,449,200.00	-	-	-	-	4,064,181.56	4,064,181.56	5.248	5.276
Neenah	1,810,019,000.00	307,551.98	-	-	-	9,498,680.92	9,806,232.90	5.418	5.442
Omro	180,850,100.00	24,311.60	-	-	5,759.27	949,071.47	979,142.34	5.414	5.461
Oshkosh	3,512,086,400.00	596,761.20	-	-	-	18,430,849.67	19,027,610.87	5.418	5.442
<b>Total Cities</b>	<b>6,342,995,800.00</b>	<b>928,624.78</b>	<b>-</b>	<b>-</b>	<b>5,759.27</b>	<b>33,286,994.89</b>	<b>34,221,378.94</b>		
<b>Total all taxing Districts</b>	<b>11,798,032,500.00</b>	<b>1,661,943.00</b>	<b>2,128,882.00</b>	<b>22,500.00</b>	<b>179,478.00</b>	<b>61,914,127.00</b>	<b>65,906,930.00</b>		

NOTE: This schedule reflects apportionment of the County Levy Only. It does not include State Taxes and Special Charges or County Special Charges.  
NOTE 2: The Property Lister apportionment was shown incorrectly in the Executive Budget Book. The apportionment amount was reduced by \$3,000 instead of \$1,000 from department levy.



**WINNEBAGO COUNTY, WISCONSIN**  
**COMPARISON OF APPORTIONMENT**  
See Note Below

	Tax Apportionment				Equalized Value (TID Out)			
	2017	2016	Increase/ (Decrease)	Percent	2017	2016	Increase/ (Decrease)	Percent
<b>Towns</b>								
Algoma	3,567,609.95	3,458,660.75	108,949.20	3.15	612,818,800.00	590,195,100.00	22,623,700.00	3.83
Black Wolf	1,590,964.93	1,603,271.93	(12,307.00)	(0.77)	273,284,700.00	273,586,600.00	(301,900.00)	(0.11)
Clayton	2,767,448.35	2,779,422.66	(11,974.31)	(0.43)	475,372,700.00	474,288,100.00	1,084,600.00	0.23
Menasha	8,746,884.23	8,609,417.06	137,467.17	1.60	1,502,477,900.00	1,469,133,900.00	33,344,000.00	2.27
Neenah	2,418,721.69	2,396,220.14	22,501.55	0.94	415,470,900.00	408,897,400.00	6,573,500.00	1.61
Nekimi	763,429.97	741,853.73	21,576.24	2.91	131,136,600.00	126,591,900.00	4,544,700.00	3.59
Nepeuskun	358,704.37	347,743.62	10,960.75	3.15	61,615,700.00	59,339,900.00	2,275,800.00	3.84
Omro	1,216,365.14	1,135,932.21	80,432.93	7.08	208,938,600.00	193,838,500.00	15,100,100.00	7.79
Oshkosh	1,889,275.02	1,868,066.78	21,208.24	1.14	324,526,300.00	318,771,900.00	5,754,400.00	1.81
Poygan	878,124.99	906,723.38	(28,598.39)	(3.15)	150,838,100.00	154,725,700.00	(3,887,600.00)	(2.51)
Rushford	675,221.09	638,137.59	37,083.50	5.81	115,984,700.00	108,893,500.00	7,091,200.00	6.51
Utica	768,913.95	746,472.74	22,441.21	3.01	132,078,600.00	127,380,100.00	4,698,500.00	3.69
Vinland	1,356,967.05	1,379,698.30	(22,731.25)	(1.65)	233,090,200.00	235,435,400.00	(2,345,200.00)	(1.00)
Winchester	875,935.48	823,331.01	52,604.47	6.39	150,462,000.00	140,495,400.00	9,966,600.00	7.09
Winneconne	1,814,576.41	1,735,810.89	78,765.52	4.54	311,695,100.00	296,203,400.00	15,491,700.00	5.23
Wolf River	1,043,800.11	1,006,857.21	36,942.90	3.67	179,296,600.00	171,812,800.00	7,483,800.00	4.36
Total Towns	30,732,942.73	30,177,620.00	555,322.73	1.84	5,279,087,500.00	5,149,589,600.00	129,497,900.00	2.51
<b>Villages</b>								
Winneconne	952,608.33	932,839.55	19,768.78	2.12	175,949,200.00	170,820,100.00	5,129,100.00	3.00
<b>Cities</b>								
Appleton	344,211.27	357,753.78	(13,542.51)	(3.79)	65,591,100.00	67,803,200.00	(2,212,100.00)	(3.26)
Menasha	4,064,181.56	3,997,788.43	66,393.13	1.66	774,449,200.00	757,679,900.00	16,769,300.00	2.21
Neenah	9,806,232.90	9,585,155.03	221,077.87	2.31	1,810,019,000.00	1,761,213,300.00	48,805,700.00	2.77
Omro	979,142.34	973,902.59	5,239.75	0.54	180,850,100.00	178,339,500.00	2,510,600.00	1.41
Oshkosh	19,027,610.87	19,037,917.62	(10,306.75)	(0.05)	3,512,086,400.00	3,498,100,300.00	13,986,100.00	0.40
Total Cities	34,221,378.94	33,952,517.45	268,861.49	0.79	6,342,995,800.00	6,263,136,200.00	79,859,600.00	1.28
<b>Total all taxing Districts</b>								
	65,906,930.00	65,062,977.00	843,953.00	1.30	11,798,032,500.00	11,583,545,900.00	214,486,600.00	1.85

Note: This schedule is a comparison of the County tax levy only. It does not include the state forestry tax or other state taxes and credits

## **2017 Budget Information on a Fund Accounting Basis**

The following pages show fund balance projections along with summaries of revenues and expenditures summarized on a fund basis. Revenues are also displayed by major revenue source and by fund.

### **FUND PROJECTIONS:**

General fund balance is maintained at a level as defined in the Executive Budget message. Our policy is an informal one. The government has not adopted a formal resolution requiring maintenance of general fund balance at a specific level in order to maintain flexibility.

It is our practice to maintain minimal fund reserves in other governmental type funds.

### **REVENUE SOURCES:**

Property taxes and intergovernmental revenues continue to be the primary funding sources for County government. Intergovernmental revenues consist of state and federal grants that support various programs, many of them mandated (required) by those other governmental units. We have seen a trend where the state and federal government are cutting back their funding of their programs resulting in the County having to pick up more of the costs. Thus the proportion of our revenues that come from the County property tax is rising in relation to the intergovernmental source. This trend, although small, can be seen on the revenue source chart that follows.

### **EXPENDITURES:**

Wages and benefits are the primary use of funds. The proportion of total costs ranges in the 53.8% area. General operating expenses consist of the following categories:

- Wages & benefits
- Travel
- Capital outlay
- Other operating expenses – some of which are:
  - Office expenses
  - Publications, dues and subscriptions
  - Repairs and maintenance
  - Contracted services
  - Utilities
  - Insurance
  - Other general operating expenses
  - Debt service costs – for debt service funds and proprietary funds

The expenses are presented broken out by the four categories because that is how the Winnebago County Board adopts the budget. All of the individual line items are shown for information purposes to support the category totals.

# FUND PROJECTIONS 2015 Through 2017

FUND	FUND BALANCE 12/31/15	ESTIMATED SURPLUS / (DEFICIT) 2016	BALANCE 12/31/16	REVENUES 2017	EXPENSES 2017	Note 1 ADJUSTMENTS 2017	ESTIMATED SURPLUS / (DEFICIT) (Note 3) 2017	TOTAL FUND BALANCE 12/31/17	Note 2 AVAILABLE RESOURCES 12/31/17
<b>General Fund</b>									
Designated Fund Balance	666,982	(666,982)	-	-	-	-	-	-	-
Undesignated Fund Balance	20,909,779	(368,000)	20,541,779	51,354,783	53,844,783	-	(2,490,000)	18,051,779	18,051,779
Technology Replacement Fund	140,257	(71,607)	68,650	879,000	878,118	-	882	69,532	-
Public Health	1,152,292	(251,074)	901,218	3,798,710	4,023,710	-	(225,000)	676,218	676,218
Scholarship Fund	35,064	(700)	34,364	9,320	9,000	-	320	34,684	34,684
Boat Launch Fees	187,055	(9,078)	177,977	106,000	124,187	-	(18,187)	159,790	159,790
Land Records Modernization	16,244	49,019	65,263	276,100	261,161	-	14,939	80,202	80,202
Property Lister	153,036	(19,801)	133,235	186,078	206,078	-	(20,000)	113,235	113,235
Jail Improvements	228,437	-	228,437	151,000	151,000	-	-	228,437	228,437
<b>TOTAL GENERAL FUND</b>	<b>23,489,146</b>	<b>(1,338,223)</b>	<b>22,150,923</b>	<b>56,760,991</b>	<b>59,498,037</b>	<b>-</b>	<b>(2,737,046)</b>	<b>19,413,877</b>	<b>19,344,345</b>
<b>Special Revenue</b>									
Human Services	94,244	-	94,244	43,684,579	43,684,579	-	-	94,244	94,244
<b>Proprietary Funds (Unrestricted)</b>									
Airport	1,311,266	(160,947)	1,150,319	1,689,467	3,501,208	(1,751,746)	(59,995)	1,090,324	1,090,324
Parkview Health Center	9,841,928	637,314	10,479,242	16,279,155	18,916,755	(637,600)	(2,000,000)	8,479,242	8,479,242
Highway	1,445,295	156,878	1,602,173	13,116,695	14,288,836	(1,072,900)	(99,241)	1,502,932	1,502,932
General Services	2,980	24,541	27,521	435,700	430,075	-	5,625	33,146	33,146
Workers Compensation Insurance	3,958,904	(464,623)	3,494,281	689,930	865,506	-	(175,576)	3,318,705	2,431,093
Property & Liability Insurance	1,241,993	124,952	1,366,945	1,003,245	1,003,280	-	(35)	1,366,910	966,317
Self Funded Health Insurance	3,388,146	(915,000)	2,473,146	16,113,547	16,915,270	-	(801,723)	1,671,423	1,671,423
Self Funded Dental Insurance	384,355	570	384,925	869,708	869,708	-	-	384,925	337,855
<b>TOTAL PROPRIETARY FUNDS</b>	<b>21,574,867</b>	<b>(596,315)</b>	<b>20,978,552</b>	<b>50,197,447</b>	<b>56,790,638</b>	<b>(3,462,246)</b>	<b>(3,130,945)</b>	<b>17,847,607</b>	<b>16,512,332</b>
<b>Other Funds (Equity)</b>									
Debt Service	1,600,883	94,010	1,694,893	7,778,000	7,778,000	-	-	1,694,893	1,694,893
<b>TOTALS</b>	<b>46,759,140</b>	<b>(1,840,528)</b>	<b>44,918,612</b>	<b>158,421,017</b>	<b>167,751,254</b>	<b>(3,462,246)</b>	<b>(5,867,991)</b>	<b>39,050,621</b>	<b>37,645,814</b>

**Note 1:** The County Board requires that all capital outlay and debt principal payments be included in the budget. As a result, proprietary funds include capital expenditures and principal paid on debt. These items need to be adjusted out to arrive at the ending unrestricted fund balance because they are not true expenditures in proprietary fund accounting and would not effect fund balance. Depreciation is also adjusted out because it does not close out to unrestricted fund balance. It closes to a restricted equity account called "Investment in capital assets net of debt".

**Note 2:** Available resources is a better measure of cash reserves available for appropriation. It backs out all non-cash equivalents such as inventory and undepreciated assets leaving you with available cash.

**Note 3:** The Public Health Department will be using \$225,000 to reduce the levy for the department. \$200,000 of this reserves represents balances in the Public Health Department that were accumulated prior to the consolidation. This amount will only be apportioned back to the municipalities that were part of the Public Health prior to the consolidation.

**WINNEBAGO COUNTY**  
**SOURCES OF REVENUE BY FUND**

Funding Sources - 2017 Budget											
	Taxes	Inter-Governmental	Licenses, Fines, Permits	Public Charges	Interfund	Interest	Other	2017 Adopted Budget	2016 Adopted Budget	Change - 2017 Over/(Under) 2016	Percent
General Fund	37,320,788	11,424,542	898,075	4,315,867	241,529	727,420	1,832,770	56,760,991	56,427,566	333,425	0.59
Human Services	18,073,374	23,352,103	-	2,259,102	-	-	-	43,684,579	43,574,804	109,775	0.25
Debt Service	7,650,000	-	-	-	-	-	128,000	7,778,000	5,547,000	2,231,000	40.22
Airport	765,667	5,000	-	913,500	-	-	5,300	1,689,467	1,728,916	(39,449)	-2.28
Park View Health Center	2,097,101	8,163,521	-	4,310,984	-	-	1,707,549	16,279,155	18,403,279	(2,124,124)	-11.54
Highway	-	6,012,945	15,000	1,185	6,999,915	12,000	75,650	13,116,695	12,666,131	450,564	3.56
General Services	-	4,500	-	2,500	428,700	-	-	435,700	452,960	(17,260)	-3.81
Workers Comp Insurance	-	-	-	-	665,010	24,920	-	689,930	355,405	334,525	94.13
Property & Liability Insurance	-	-	-	-	994,745	8,500	-	1,003,245	1,043,340	(40,095)	-3.84
Self Funded Health Insurance	-	-	-	1,930,626	14,157,921	25,000	-	16,113,547	-	16,113,547	100
Self Funded Dental Insurance	-	-	-	120,560	746,636	2,512	-	869,708	881,177	(11,469)	-1.3
	65,906,930	48,962,611	913,075	13,854,324	24,234,456	800,352	3,749,269	158,421,017	141,080,578	17,340,439	12.29

**WINNEBAGO COUNTY**  
**SOURCES OF REVENUE BY YEAR**

	<b>Actual 2013</b>	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Adopted 2016</b>	<b>Adopted 2017</b>	<b>2017 Over/(Under) 2016 Amount</b>	<b>Percent</b>
Taxes	67,859,252	64,786,199	66,525,597	65,062,977	65,906,930	843,953	1.3
Intergovernmental	45,011,599	45,146,272	49,422,559	49,382,870	48,962,611	(420,259)	-0.85
Licenses, Fines, Permits	1,046,909	955,646	926,431	955,075	913,075	(42,000)	-4.4
Public Charges	15,192,593	14,123,130	11,795,431	11,506,841	13,854,324	2,347,483	20.4
Interfund	9,591,118	7,803,693	9,408,043	8,899,483	24,234,456	15,334,973	172.31
Interest	(189,849)	1,113,608	744,208	680,932	800,352	119,420	17.54
Other	9,421,971	7,570,219	10,763,054	4,592,400	3,749,269	(843,131)	-18.36
<b>Total</b>	<b>147,933,593</b>	<b>141,498,767</b>	<b>149,585,322</b>	<b>141,080,578</b>	<b>158,421,017</b>	<b>17,340,439</b>	<b>12.29</b>

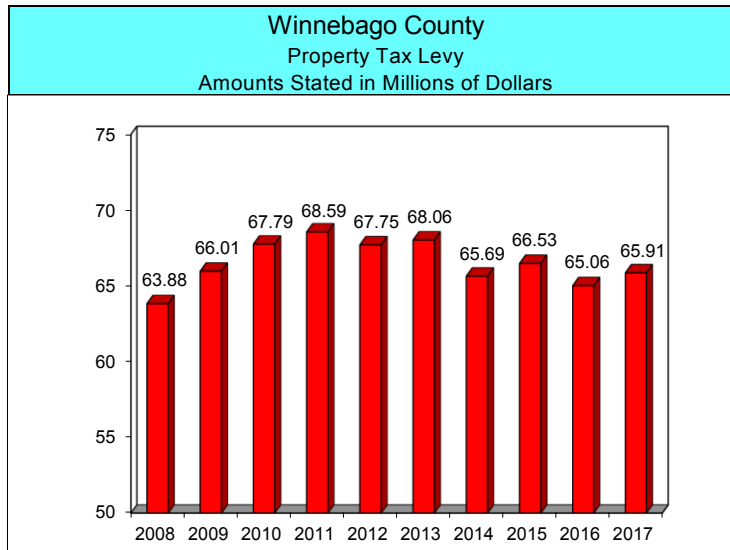
**WINNEBAGO COUNTY  
EXPENDITURES BY FUND**

	<b>Expenditure Type - 2017</b>				<b>2017 Adopted Budget</b>	<b>2016 Adopted Budget</b>	<b>Change 2017 Over/(Under) 2016</b>	<b>Percent</b>
	<b>Labor</b>	<b>Travel</b>	<b>Capital</b>	<b>Other Operating Expenses</b>				
General Fund	39,126,672	332,236	1,254,939	18,784,190	59,498,037	57,501,995	1,996,042	3.5
Human Services	20,936,629	436,503	25,000	22,286,447	43,684,579	43,574,804	109,775	0.3
Debt Service Funds	-	-	-	7,778,000	7,778,000	5,547,000	2,231,000	40.2
Airport Fund	653,002	3,000	113,995	2,731,211	3,501,208	3,273,216	227,992	7.0
Park View Health Center	14,257,944	12,000	202,800	4,444,011	18,916,755	20,505,979	(1,589,224)	-7.8
Highway Fund	5,917,238	5,775	1,319,650	7,046,173	14,288,836	13,722,684	566,152	4.1
General Services	53,284	-	-	376,791	430,075	422,044	8,031	1.9
Workers Compensation Insurance	38,334	450	-	826,722	865,506	801,263	64,243	8.0
Property & Liability Insurance	24,383	68	-	978,829	1,003,280	1,046,840	(43,560)	-4.2
Self Funded Health Insurance	-	-	-	16,915,270	16,915,270	-	16,915,270	100.0
Self Funded Dental Insurance	-	-	-	869,708	869,708	881,177	(11,469)	-1.3
	81,007,486	790,032	2,916,384	83,037,352	167,751,254	147,277,002	20,474,252	13.9

**WINNEBAGO COUNTY  
EXPENDITURES BY YEAR**

	<b>Actual 2013</b>	<b>Actual 2014</b>	<b>Adopted 2015</b>	<b>Adopted 2016</b>	<b>Adopted 2017</b>	<b>2017 Over/(Under) 2016</b>	
						<b>Amount</b>	<b>Percent</b>
Labor	71,556,566	72,227,777	76,761,985	77,456,719	81,007,486	3,550,767	4.6%
Travel	720,475	680,909	743,843	776,093	790,032	13,939	1.8%
Capital	4,172,981	2,902,971	3,107,520	2,386,176	2,916,384	530,208	22.2%
Other Operating	78,639,872	70,728,442	68,106,513	66,799,014	83,037,352	16,238,338	24.3%
	155,089,894	146,540,099	148,719,861	147,418,002	167,751,254	20,333,252	13.8%

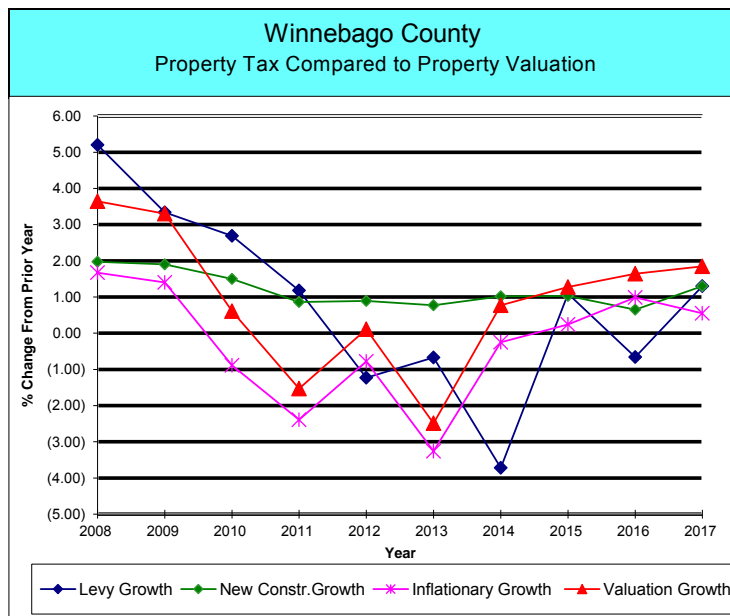




PROPERTY TAX REVENUES include taxes levied on real and personal property. The levy amount is the difference between the projected expenditures and revenues for all levy supported County operations. The rate of increase will be slowed even more by the tax levy limit that was implemented for the 2007 budget year.

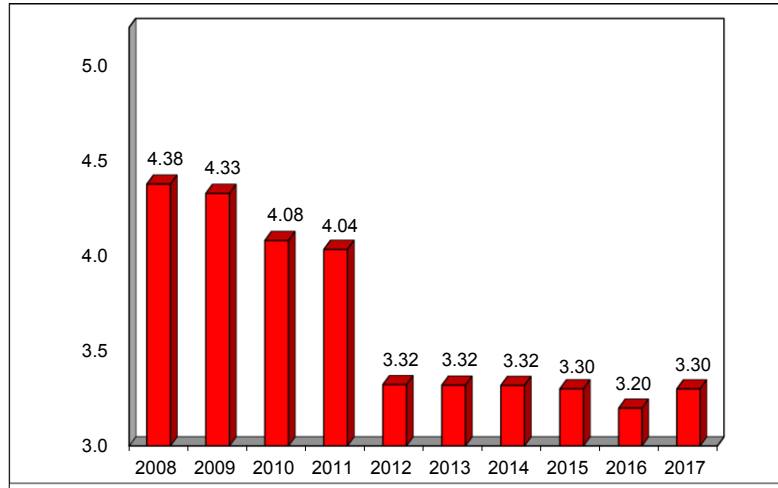
2016 figure represents the actual levy.

2017 figures are budgeted.



GROWTH IN TAX LEVY-This chart compares growth in the property tax levy to total growth in valuation. It further breaks down the valuation growth into construction/ improvements and inflationary growth. When the rate of increase in the tax levy is less than the increase due to new construction, the average taxpayer could expect to see a smaller county tax bill.

**General Fund**  
**State Shared Tax**  
 Amounts Stated in Millions of Dollars

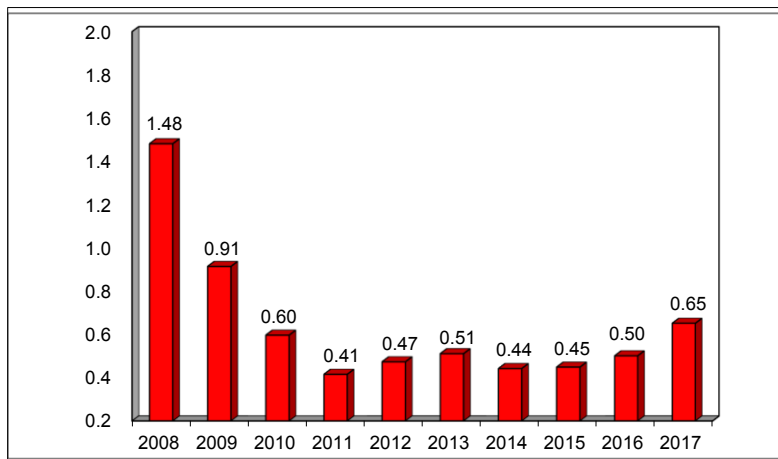


STATE SHARED TAX is distributed by the State based on a formula of spending effort and equalized values. Budget estimates are based on determinations by the State. The decrease since 2011 is due to the actual and estimated drop in shared revenue from the state.

2016 figures are estimates.

2017 figures are budgeted.

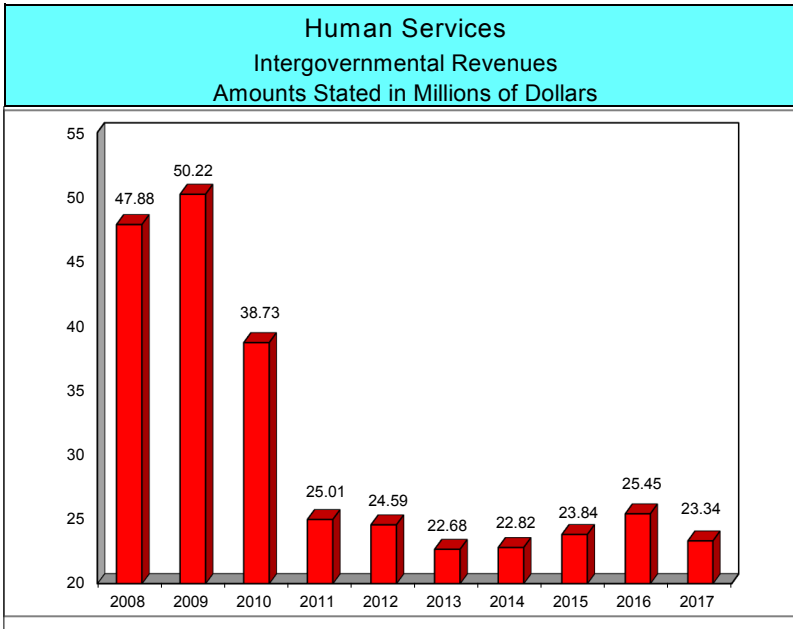
**General Fund**  
**Interest Income Investments**  
 Amounts Stated in Millions of Dollars



INTEREST INCOME is the revenue earned on invested funds. Fluctuations are primarily the result of changes in the amount of funds available to invest and interest rates over the years. Estimates are based on anticipated market interest rates.

2016 figures are estimates.

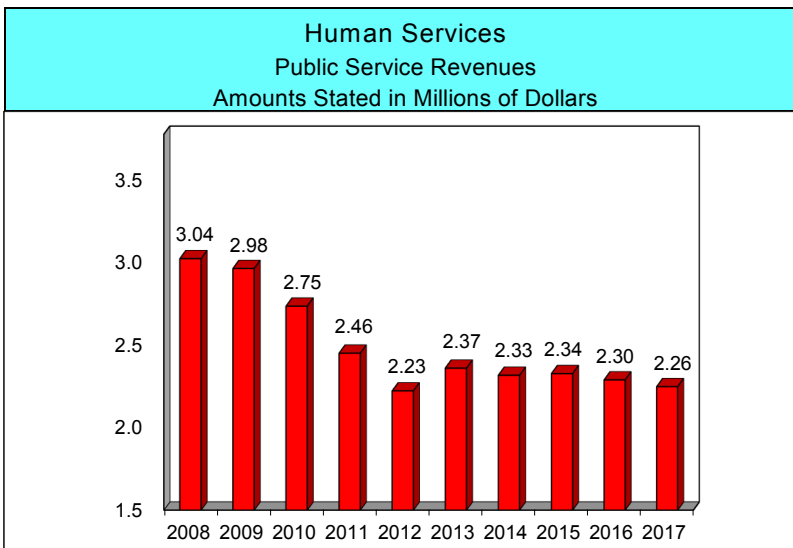
2017 figures are budgeted.



HUMAN SERVICES INTERGOVERNMENTAL REVENUES are revenues received from either the state or federal government in the form of grants and aids. Revenue estimates are based on an allocation from the state. Family Care started to move from the County budget to a regional unit in 2009, and was completed by 2011.

2016 figures are estimates.

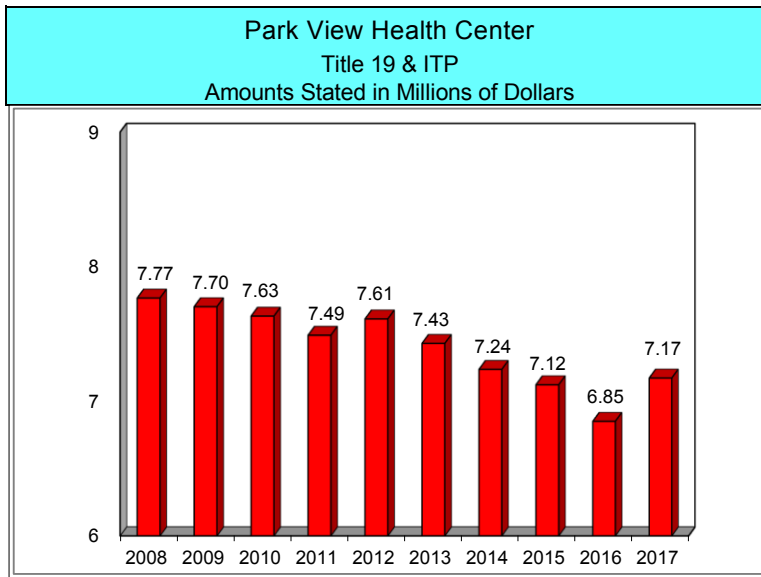
2017 figures are budgeted.



HUMAN SERVICES PUBLIC SERVICE REVENUES include revenues received from individual and third party payers for services rendered by the County. Most of the reduction in the 2009 to 2011 time frame was due to the change to Family Care.

2016 figures are estimates.

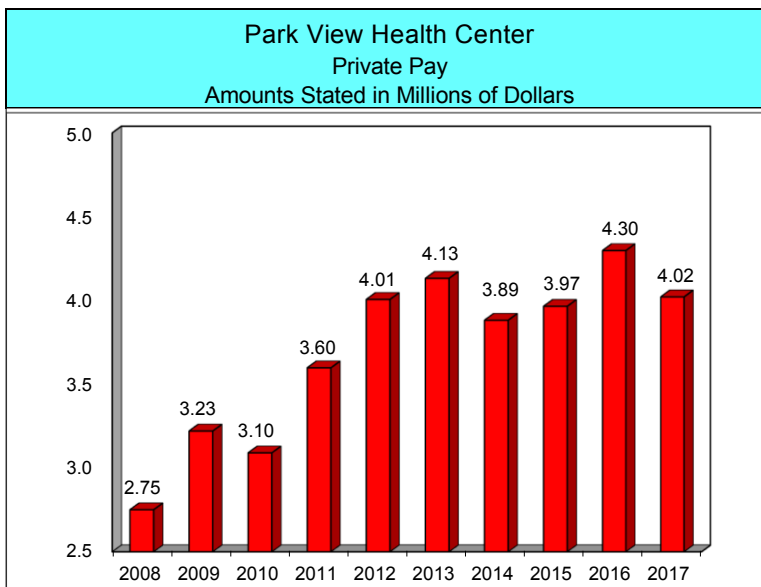
2017 figures are budgeted.



PARK VIEW HEALTH CENTER TITLE 19 MEDICAL ASSISTANCE revenue is based on a daily rate approved by the State. The downsizing of the facility in 2008 also had an impact on the dollars received. The decrease since 2012 is due to the number of medical assistance census is going down and private pay census increasing.

2016 figures are estimates.

2017 figures are budgeted.

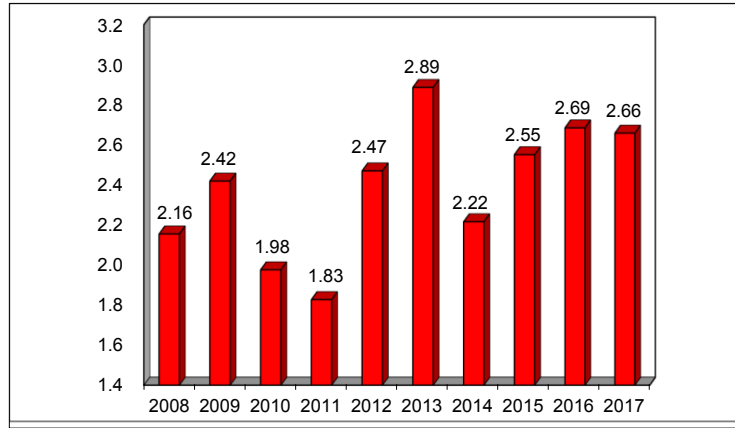


PARK VIEW HEALTH CENTER PRIVATE PAY revenue is derived from a daily rate which reflects actual operating expenses incurred for private pay residents. Fluctuations are caused by changes in the census and rate increases.

2016 figures are estimates.

2017 figures are budgeted.

**Highway**  
Local Government  
Amounts Stated in Millions of Dollars

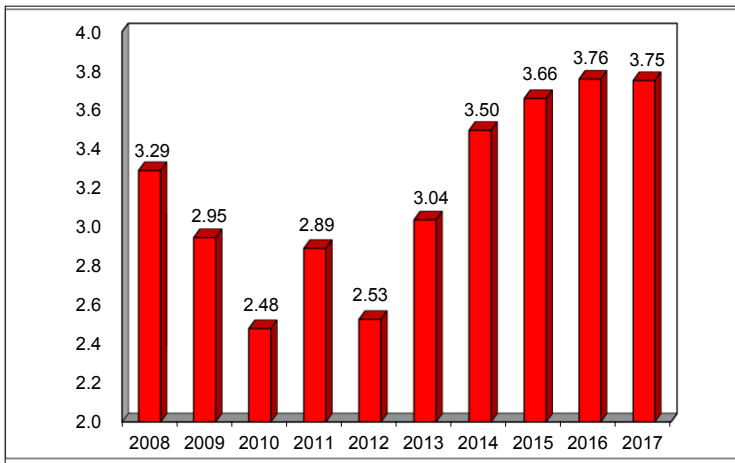


**HIGHWAY- LOCAL GOVERNMENTAL REVENUES**  
The Highway Department does various maintenance and construction projects for local municipalities. The expenses incurred on these projects are fully reimbursed to the County by the municipality requesting the work.

2016 figures are estimates.

2017 figures are budgeted.

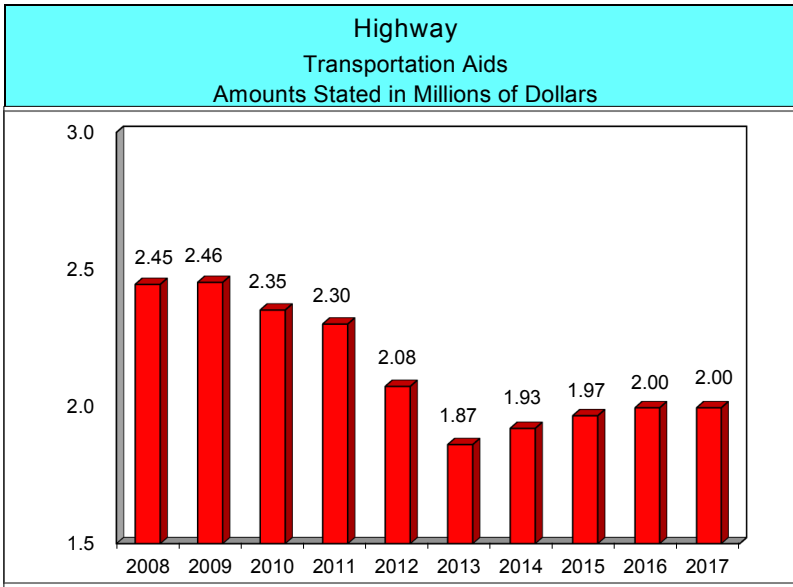
**Highway**  
State Government  
Amounts Stated in Millions of Dollars



**HIGHWAY- STATE GOVERNMENTAL REVENUES**  
The Highway Department does various maintenance and construction projects for the State of Wisconsin. The expenses incurred on these projects are fully reimbursed to the County by the State.

2016 figures are estimates.

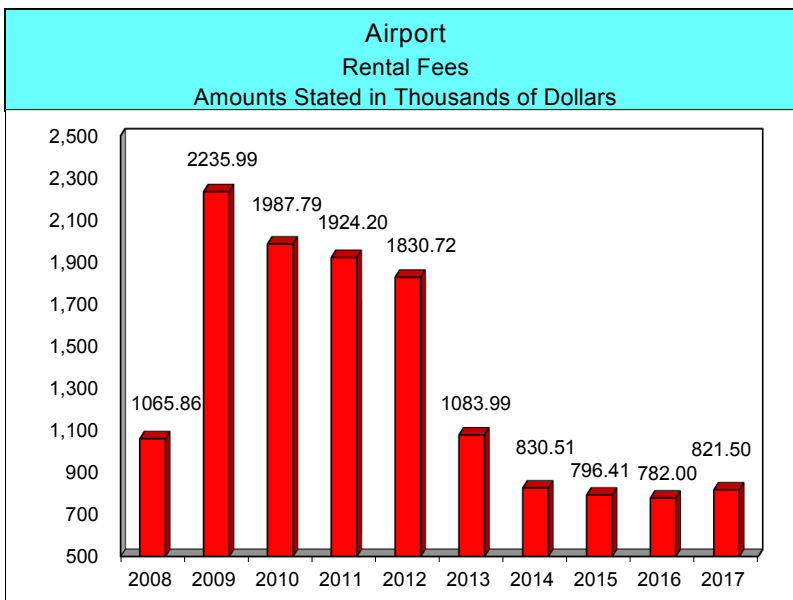
2017 figures are budgeted.



HIGHWAY- TRANSPORTATION AIDS are based on prior years expenditures incurred by the Highway and Sheriff Departments and on total county trunk highway miles.

2016 figures are estimates.

2017 figures are budgeted.



AIRPORT RENTAL FEES are generated from lease agreements. The increases are the result of new hanger and other building projects and increases in rental rates.

2016 figures are estimates.

2017 figures are budgeted.

**CHANGES TO TABLE OF ORGANIZATION**  
**2017 Budget Process**  
**(The fiscal impact of these changes follows)**

<b>Facilities</b>	Eliminate (1) Part-time Administrative Associate I Add (1) Full-time Administrative Associate I
<b>Health</b>	Eliminate (1) Part-time Public Health Nurse Eliminate (1) Full-time WIC Program Nutritionist Add (1) Part-time WIC Program Nutritionist
<b>Highway</b>	Add (2) Full-time Equipment Operator I Add (1) Full-time Mechanic
<b>Human Resources</b>	Add (1) Full-time Human Resource Generalist
<b>Human Services</b>	
Administration	Eliminate (1) Full-time Financial Associate II
Behavioral Health	Eliminate (2) Full-time Team Case Manager Vocational Specialist Add (2) Full-time Team Case Manager Add (1) Part-time Mental Health Technician
Economic Support	Eliminate (2) Full-time Case Aide Add (3) Full-time Economic Support Specialist
<b>Solid Waste</b>	Add (1) Full-time Environmental Manager Add (1) Full-time Environmental Technician
<b>Veterans' Services</b>	Add (1) Full-time Veterans Benefits Specialist

## Table of Organization Changes - Fiscal Summary

Title	Department	Quant FT	Quant PT	Change in FTE	Wages	Fringe Benefits	Other Costs	Cost Reductions	Revenues Generated	Net Cost (Savings)
<b><u>Changes Made as Part of 2017 Budget</u></b>										
Administrative Associate I	Facilities	1	-1	0.50	10,657	2,071				12,728
Public Health Nurse	Health		-1	-0.70	(45,237)	(23,519)			68,756	-
WIC Program Nutritionist	Health	-1	1	-0.60	(32,941)	(5,588)			38,529	-
Equipment Operator I	Highway	2		2.00	86,486	57,038	400		(143,924)	-
Mechanic	Highway	1		1.00	48,214	29,346	200		(77,760)	-
Human Resource Generalist	Human Resources	1		1.00	47,564	28,537	141			76,242
Team Case Mgr Vocational Spec.	Human Services - BH	-2		-2.00	(117,213)	(57,193)				(174,406)
Team Case Manager	Human Services - BH	2		2.00	117,213	57,193				174,406
Mental Health Technician	Human Services - BH		1	0.50	16,952	13,484			(13,440)	16,996
Case Aide	Human Services - ES	-2		-2.00	(78,078)	(82,194)				(160,272)
Economic Support Specialist	Human Services - ES	3		3.00	120,165	82,194		(37,000)	(9,124)	156,235
Veterans' Benefits Specialist	Veterans' Service	1		1.00	30,654	25,973				56,627
<b>Total Changes 2017 Budget</b>		6.00	0.00	5.70	204,436	127,342	741	(37,000)	(136,963)	158,556
<b><u>Changes Made During 2016 Calendar Year</u></b>										
Custodian Supervisor	Facilities	-1		-1.00	(52,686)	(30,090)				(82,776)
Maintenance Supervisor	Facilities	1		1.00	52,686	30,090				82,776
Mental Health Project Coord	Health	1		1.00	55,848	30,616			(86,464)	0
Health Programs Evaluator	Health	1		1.00	52,686	30,090			(82,776)	0
Financial Associate II	Human Services - AD	-1		-1.00	(no fiscal impact - position has been vacant and unbudgeted for some time)					
Psychotherapist	Human Services - BH	-1		-1.00	(54,710)	(17,148)				(71,858)
Family Services Therapist	Human Services - BH	1		1.00	54,710	17,148				71,858
Activity Specialist	Park View Health Center	-1		-1.00	(40,332)	(14,757)				(55,089)
Activity Specialist - Lead	Park View Health Center	1		1.00	43,556	15,293				58,849
Director of Activity/Social Services	Park View Health Center	-1		-1.00	(82,041)	(34,564)				(116,605)
Social Wellness Manager	Park View Health Center	1		1.00	79,560	34,564				114,124
<b>Total Changes Made During 2016 Calendar Year</b>		1.00		1.00	109,277	61,242			(169,240)	1,279



Table of Organization Changes - Fiscal Summary										
Title	Department	Quant FT	Quant PT	Change in FTE	Wages	Fringe Benefits	Other Costs	Cost Reductions	Revenues Generated	Net Cost (Savings)
<b><i>Changes Made in Solid Waste Department</i></b>										
Environmental Manager	Solid Waste	1		1.00	55,848	29,794	12,050		(100,000)	(2,308)
Environmental Technician	Solid Waste	1		1.00	47,570	28,538	12,550	(80,000)	(25,000)	(16,342)
<b><i>Total Solid Waste Changes</i></b>		2.00		2.00	103,418	58,332	24,600	(80,000)	(125,000)	(18,650)
<b><i>TOTAL OF ALL CHANGES</i></b>		9.00		8.70	417,131	246,916	25,341	(117,000)	(431,203)	141,185
<b>NOTES:</b>										
Title changes having no fiscal impact are excluded.										

TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS								
2017								
	2016		Position Changes After 2016 Budget		Position Changes During 2017 Budget		2017 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>AIRPORT</b>								
Airport Director	1						1	
Administrative Associate - Airport	1						1	
Maintenance & Operations Manager	1						1	
Maintenance Equipment Operator	4						4	
Mechanic	1						1	
<b>TOTAL</b>	8	0	0	0	0	0	8	0
<b>CHILD SUPPORT</b>								
Director of Child Support	1						1	
Administrative Aide	1						1	
Administrative Associate I	5						5	
Assistant Child Support Attorney	1						1	
Child Support Specialist	11						11	
Child Support Specialist - Lead	1						1	
Financial Associate II	3						3	
Office Supervisor	1						1	
<b>TOTAL</b>	24	0	0	0	0	0	24	0
<b>CIRCUIT COURTS</b>								
Court Commissioner	1						1	
Court Reporter	1						1	
Deputy Register in Probate	1						1	
Register in Probate	1						1	

TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS								
2017								
	2016		Position Changes After 2016 Budget		Position Changes During 2017 Budget		2017 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>CLERK OF COURTS</b>								
Clerk of Courts	1						1	
Accountant	1						1	
Administrative Associate I	3	2					3	2
Administrative Associate III	5						5	
Chief Deputy Clerk of Courts	1						1	
Court Assistant	8						8	
Court Record Associate	1						1	
Financial Associate II	1						1	
Judicial Associate - Lead	6						6	
Jury Clerk	1						1	
Small Claims Specialist	2						2	
<b>FAMILY COURT COMMISSIONER</b>								
Family Court Commissioner	1						1	
Court Commissioner	1						1	
Administrative Associate III	3						3	
<b>FAMILY COURT SERVICES</b>								
Family Court Services Manager	1						1	
Administrative Associate II	1						1	
Family Court Mediator	2						2	
<b>TOTAL -Clerk of Courts &amp; Related Depts.</b>	43	2	0	0	0	0	43	2
<b>CORONER</b>								
Coroner	1						1	
Administrative Associate - County Coroner		1						1
<b>TOTAL</b>	1	1	0	0	0	0	1	1

TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS								
2017								
	2016		Position Changes After 2016 Budget		Position Changes During 2017 Budget		2017 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>CORPORATION COUNSEL</b>								
Corporation Counsel	1						1	
Assistant Corporation Counsel	1						1	
Paralegal	2						2	
<b>TOTAL</b>	4	0	0	0	0	0	4	0
<b>COUNTY CLERK</b>								
County Clerk	1						1	
Deputy County Clerk	1						1	
Administrative Associate II		1						1
Administrative Associate III	1						1	
<b>TOTAL</b>	3	1	0	0	0	0	3	1
<b>COUNTY EXECUTIVE</b>								
County Executive	1						1	
Executive Assistant	1						1	
<b>TOTAL</b>	2	0	0	0	0	0	2	0
<b>DISTRICT ATTORNEY</b>								
Administrative Associate I	1						1	
Administrative Associate V	2						2	
Diversion Program Coordinator	1						1	
Investigator	2						2	
Legal Secretary	2						2	
Office Supervisor	1						1	
Paralegal	4						4	
Risk Assessment Specialist	1						1	
Special Investigator	1						1	
Victim Witness Program Coordinator	1						1	
Victim Witness Specialist	2						2	
<b>TOTAL</b>	18	0	0	0	0	0	18	0

TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS								
2017								
	2016		Position Changes After 2016 Budget		Position Changes During 2017 Budget		2017 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>EMERGENCY MANAGEMENT</b>								
Director of Emergency Management	1						1	
Deputy Director of Emergency Management	1						1	
Emergency Management Associate		1						1
<b>TOTAL</b>	2	1	0	0	0	0	2	1
<b>FACILITIES</b>								
Director of Facilities	1						1	
Administrative Associate - Facilities	1						1	
Administrative Associate I		1			1	-1	1	
Carpenter	1						1	
Custodian	5						5	
Electrician	2						2	
Facilities and Grounds Manager	1						1	
Facilities Assistant	10						10	
Facilities Specialist	3						3	
HVAC Specialist	2						2	
Maintenance Supervisor	2		1				3	
Custodian Supervisor	1		-1					
Maintenance Technician	7						7	
Painter - Facilities	1						1	
Plumber	1						1	
<b>TOTAL</b>	38	1	0	0	1	-1	39	0
<b>FINANCE</b>								
Director of Finance	1						1	
Assistant Finance Director	1						1	
Accounting Supervisor	1						1	
Financial Associate II	2						2	
Purchasing Manager	1						1	
<b>TOTAL</b>	6	0	0	0	0	0	6	0

TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS								
2017								
	2016		Position Changes After 2016 Budget		Position Changes During 2017 Budget		2017 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>GENERAL SERVICES</b>								
Administrative Associate I	1						1	
<b>TOTAL</b>	1	0	0	0	0	0	1	0
<b>HEALTH</b>								
Director of Public Health	1						1	
Administrative Associate - Public Health	1						1	
Administrative Associate III	2						2	
Communications Specialist	1						1	
Educator - Health	4						4	
Environmental Health Manager	1						1	
Environmental Health Specialist I / II	4						4	
Health Programs Evaluator			1				1	
Mental Health Project Coordinator			1				1	
Public Health Aide	2	1					2	1
Public Health Nurse	10	4				-1	10	3
Public Health Planner	1						1	
Public Health Preparedness Specialist	1						1	
Public Health Supervisor	3						3	
WI Well Woman Program Specialist	2						2	
WIC Breastfeeding Peer Counselor		1						1
WIC Program Manager	1						1	
WIC Program Nutritionist	1	3			-1	1		4
<b>TOTAL</b>	35	9	2	0	-1	0	36	9
<b>HIGHWAY</b>								
Highway Commissioner	1						1	
Administrative Associate III	1						1	
Bridge and Engineering Manager	1						1	
Bridgetender	15	2					15	2
Equipment Operator I	32				2		34	
Equipment Operator II	9						9	
Financial Associate I	1						1	
Foreman	5						5	

TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS								
2017								
	2016		Position Changes After 2016 Budget		Position Changes During 2017 Budget		2017 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>HIGHWAY (cont).</b>								
Highway Equipment Superintendent	1						1	
Highway Maintenance Superintendent	2						2	
Janitor-Watchman	4						4	
Mechanic	5				1		6	
Office Supervisor	1						1	
Parts Supervisor	1						1	
Traffic Operations Supervisor	1						1	
<b>TOTAL</b>	80	2	0	0	3	0	83	2
<b>HUMAN RESOURCES</b>								
Director of Human Resources	1						1	
Administrative Associate III		2						2
Human Resource Advisor	1						1	
Human Resource Associate	1						1	
Human Resource Associate II	1						1	
Human Resource Generalist					1		1	
Human Resource Manager	1						1	
Payroll and Benefits Manager	1						1	
Payroll and Benefits Specialist	1						1	
<b>TOTAL</b>	7	2	0	0	1	0	8	2
<b>HUMAN SERVICES-ADMINISTRATIVE SERVICES</b>								
Director of Human Services	1						1	
Deputy Director of Human Services	1						1	
Accountant	2						2	
Administrative Associate - Human Services	2	2					2	2
Administrative Associate I	6						6	
Administrative Associate III	10	3					10	3
Administrative Associate IV	4						4	
Administrative Associate IV - AODA	2						2	
Financial Associate II	3	1	-1				2	1
Financial Supervisor	1						1	
Office Supervisor	2						2	
Special Projects Coordinator	1						1	
Transcriptionist Associate	3	2					3	2

TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS								
2017								
	2016		Position Changes After 2016 Budget		Position Changes During 2017 Budget		2017 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>HUMAN SERVICES-BEHAVIORAL HEALTH SERVICES</b>								
Division Manager Behavioral Health	1						1	
Adult AODA Supervisor	1						1	
Adult Therapist Supervisor	1						1	
Advanced Practice Nurse Prescriber	2						2	
AODA Counselor	4						4	
Behavioral Specialist	1						1	
Case Manager - Justice Programs	1						1	
Chief Psychologist-Clinical Manager	1						1	
Crisis Intervention Manager	1						1	
Case Manager - CSP	6						6	
Case Manager - Team Services	8				2		10	
Family Services Therapist	3	1	1				4	1
Intensive In-Home Case Specialist	3						3	
Intensive In-Home Therapist	3						3	
Mental Health Crisis Specialist	4	5					4	5
Mental Health Technician	3					1	3	1
Mental Health Technician - Lead	1						1	
CSP/CSS Supervisor	2						2	
Peer Support Specialist		2						2
Prevention Services Coordinator	1						1	
Program Specialist	8	3					8	3
Psychiatric Nurse	2						2	
LPN-Psychiatric Nurse	1						1	
Psychotherapist	5	1	-1				4	1
Resident Counselor – Summit House	1						1	
Resident Program Counselor	2						2	
Case Manager-Safe Streets	2						2	
Staff Psychiatrist	2						2	
Summit House & Toward Tomorrow Supervisor	1						1	
Team Case Manager Vocational Specialist	2				-2			
Youth CCS Case Specialist	3						3	
Youth Mental Health Supervisor	1						1	



TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS								
2017								
	2016		Position Changes After 2016 Budget		Position Changes During 2017 Budget		2017 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>HUMAN SERVICES – CHILD WELFARE SERVICES</b>								
Division Manager-Child Welfare	1						1	
Case Aide	2						2	
Home Consultant	7						7	
Juvenile Intake Specialist	2						2	
Juvenile Restitution Program Coordinator	1						1	
Program Supervisor	9						9	
Social Worker Specialist	50						50	
<b>HUMAN SERVICES – ECONOMIC SUPPORT</b>								
Division Manager - Economic Support	1						1	
Administrative Associate I	2						2	
Case Aide	2				-2			
Economic Support Specialist - Lead	1						1	
Economic Support Specialist I / II	29	4			3		32	4
Economic Support Supervisor	1						1	
Problem Resolution Specialist	1						1	
Staff Development Specialist	1						1	
<b>HUMAN SERVICES-LONG TERM SUPPORT</b>								
Division Manager - Long Term Support	1						1	
ADRC Specialist	9						9	
APS Specialist	4						4	
Disability Benefit Specialist	2						2	
Elder Benefit Specialist	2						2	
Program Supervisor	3						3	
Social Work Specialist	7						7	
<b>TOTAL HUMAN SERVICES</b>	253	24	-1	0	1	1	253	25

TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS								
2017								
	2016		Position Changes After 2016 Budget		Position Changes During 2017 Budget		2017 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>INFORMATION SYSTEMS</b>								
Director of Information Systems	1						1	
Development Supervisor	1						1	
IS Accountant	1						1	
Network Administrator	1						1	
Network Technician	3						3	
Systems Analyst	3						3	
Systems Analyst - Lead	1						1	
Technical Support Supervisor	1						1	
Telecommunications Specialist	1						1	
User Support Specialist	3						3	
User Support Specialist - Lead	1						1	
<b>TOTAL</b>	17	0	0	0	0	0	17	0
<b>LAND &amp; WATER CONSERVATION</b>								
Director of Land and Water Conservation	1						1	
Administrative Associate - LWCD	1						1	
Agronomist	1						1	
Conservation Technician	2						2	
GIS Specialist / Technician	1						1	
Resource Conservationist	1						1	
<b>TOTAL</b>	7	0	0	0	0	0	7	0
<b>PARKS</b>								
Director of Parks and Expo Center	1						1	
Administrative Associate - Parks	1						1	
Parks Caretaker	2	2					2	2
Parks Maintenance Supervisor	1						1	
Parks Manager	1						1	
Program Manager	1						1	
<b>TOTAL</b>	7	2	0	0	0	0	7	2

TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS								
2017								
	2016		Position Changes After 2016 Budget		Position Changes During 2017 Budget		2017 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>PARK VIEW HEALTH CENTER</b>								
Administrator	1						1	
Accounting Associate	2						2	
Activity Specialist	9		-1				8	
Activity Specialist - Lead			1				1	
Administrative Aide		1						1
Administrative Coordinator	1						1	
Clinical Dietitian	1						1	
Cook	3	1					3	1
Custodian	10	1					10	1
Director of Activity/Social Services	1		-1					
Director of Nursing	1						1	
Financial Associate II	1						1	
Financial Services Manager	1						1	
Food and Nutrition Services Manager	1						1	
Food Service Assistant	13	1					13	1
Food Service Supervisor	1						1	
Housekeeping Supervisor		1						1
LPN - Unit Assistant	1						1	
Medical Director		1						1
Medical Records Associate	1						1	
Nurse Aide	114	1					114	1
Nursing Staffing Specialist	1						1	
Painter		1						1
Purchasing Associate	1						1	
Registered Nurse / LPN	34	1					34	1
RN Neighborhood Supervisor	5						5	
RN Shift Supervisor	3						3	
Social Wellness Manager			1				1	
Social Worker - Medical	4	1					4	1
Staff Development Coordinator	1						1	
Unit Assistant	3						3	
Volunteer and Activity Associate	1						1	
<b>TOTAL</b>	<b>215</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>215</b>	<b>10</b>

TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS								
2017								
	2016		Position Changes After 2016 Budget		Position Changes During 2017 Budget		2017 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>PLANNING &amp; ZONING</b>								
Director of Planning and Zoning	1						1	
Administrative Associate - Planning	1						1	
Code Enforcement Officer	2						2	
Erosion Control Technician	1						1	
GIS Specialist I	1						1	
GIS Specialist II	1						1	
GIS System Analyst/Administrator	1						1	
Land Use Planner	1						1	
Real Property Listing Supervisor	1						1	
Tax Listing Associate	1						1	
Tax Listing Specialist	1						1	
Zoning Administrator	1						1	
Zoning Associate	1						1	
<b>TOTAL</b>	14	0	0	0	0	0	14	0
<b>REGISTER OF DEEDS</b>								
Register of Deeds	1						1	
Register of Deeds Supervisor	1						1	
Records Associate	5						5	
<b>TOTAL</b>	7	0	0	0	0	0	7	0
<b>SHERIFF</b>								
Sheriff	1						1	
Chief Deputy Sheriff	1						1	
Accountant	1						1	
Booking Security Associate	14						14	
Captain	4						4	
Civil Process Associate	1						1	
Corporal	6						6	
Corrections Financial Associate	2						2	

TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS								
2017								
	2016		Position Changes After 2016 Budget		Position Changes During 2017 Budget		2017 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>SHERIFF (cont.)</b>								
Corrections Officer	57	10					57	10
Crime Analyst	1						1	
Detective	7						7	
Dispatcher	31						31	
Evidence and Records Supervisor	1						1	
Financial Associate I	1						1	
GPS Coordinator	1						1	
Inmate Classification Associate	2						2	
Lieutenant	15						15	
Police Officer	37						37	
Public Safety Application Administrator	1						1	
Public Safety Records Associate	1						1	
Records Administrative Supervisor	1						1	
Records and Transcription Associate	3						3	
Sergeant	6						6	
Traffic and Warrant Associate	1						1	
Warrant and Electronic Monitoring Associate	1						1	
Work Release Unit Supervisor	1						1	
<b>TOTAL</b>	198	10	0	0	0	0	198	10
<b>TREASURER</b>								
County Treasurer	1						1	
Deputy County Treasurer	1						1	
Financial Associate I	1						1	
Financial Associate II	1						1	
<b>TOTAL</b>	4	0	0	0	0	0	4	0

TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS								
2017								
	2016		Position Changes After 2016 Budget		Position Changes During 2017 Budget		2017 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>UNIVERSITY EXTENSION</b>								
Administrative Associate - UW Extension	1						1	
Administrative Associate III	2						2	
Educator - 4-H Youth and Science	1						1	
Educator - Family Living	1						1	
Horticulture Educator	1						1	
<b>TOTAL</b>	6	0	0	0	0	0	6	0
<b>VETERANS SERVICE OFFICE</b>								
Director of Veterans' Services	1						1	
Administrative Associate IV - Veterans	1						1	
Veterans Benefits Specialist	3				1		4	
Veterans Services Supervisor	1						1	
<b>TOTAL</b>	6	0	0	0	1	0	7	0
<b>GRAND TOTAL</b>	1006	65	1	0	6	0	1013	65

# WINNEBAGO COUNTY CAPITAL OUTLAY - 2017

Department	Description	Quantity	Unit Cost	Capital Outlay
County Board -				
	Equipment for televising county board meetings	1	44,250	44,250
		1		44,250
Technology				
Replacement -	Average Server	6	10,000	60,000
	Large Server	4	20,000	80,000
	Storage / SAN	1	28,000	28,000
		11		168,000
Facilities & Property				
Management -	Service Body Truck	2	44,000	88,000
	Shopmaster metal working machine	1	9,000	9,000
	Sheet metal brake	1	6,700	6,700
		4		103,700
UW Fox Valley -				
	Replace kitchen cabinets in Child Care Center	1	17,000	17,000
	Replace library DX Cooling unit	1	50,000	50,000
		2		67,000
UW Extension -				
	Supplies & Construction for Hoop House (greenhouse)	1	12,000	12,000
		1		12,000

**WINNEBAGO COUNTY  
CAPITAL OUTLAY - 2017**

<b>Department</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Capital Outlay</b>
Parks -				
Expo -	Racetrack re-grading w/ road and stage loading pad excavation	1	105,000	105,000
	Hard surface audience area	1	53,000	53,000
	Fencing on west side of grandstand for pedestrian entrance	1	22,224	22,224
		3		180,224
Land Records				
Modernization -	Database server replacement	1	22,100	22,100
	Database server	1	25,000	25,000
		1		47,100
Planning -				
	Ford F150 4WD Truck	1	24,500	24,500
		1		24,500
Sheriff -				
Patrol -	Utility SUV vehicles, changeovers, video cameras and equipment	7	42,095	294,665
		7		294,665
Sheriff -				
Training -	Bearcat Arbitrator Upgrade	1	5,500	5,500
		1		5,500
Sheriff -				
Jail -	Video Surveillance System	1	150,000	150,000
	Full-size Cargo Van	1	28,000	28,000
	Van Cell plus installation	1	20,000	20,000
		3		198,000



**WINNEBAGO COUNTY  
CAPITAL OUTLAY - 2017**

<u>Department</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Cost</u>	<u>Capital Outlay</u>
Clerk of Courts - Branch 2	Video Conferencing Replacement	1	55,000	55,000
		1		55,000
Clerk of Courts - Court Commissioner	Video Conferencing Replacement	1	55,000	55,000
		1		55,000
Human Services -	Van	1	25,000	25,000
		1		25,000
Airport -	Extended cab pick-up truck	1	30,000	30,000
	RT3 Friction Measuring Device	1	62,000	62,000
	Bristle pack sets for Runway Broom	2	6,000	12,000
	Replacement Mower	1	9,995	9,995
		5		113,995
Park View Health -	Air Curtain Refrigerator replacement for Food Service	1	6,600	6,600
	Walk-behind Floor Scrubber replacement for Housekeeping	2	6,100	12,200
	Whirlpool Tub replacement for neighborhood spas	8	19,000	152,000
	Compressor replacement for Air Conditioner Unit	1	10,000	10,000
	Corridor Carpeting replacement (north and south hallways)	1	22,000	22,000
		13		202,800

**WINNEBAGO COUNTY  
CAPITAL OUTLAY - 2017**

<u>Department</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Cost</u>	<u>Capital Outlay</u>
Highway -				
	Install Ground Bars for Cranes	1	6,000	6,000
	Replace Overhead Doors	3	8,333	25,000
	Truck Mounted Radios	7	2,950	20,650
	Tri-axle Glider Underbody Truck	1	310,000	310,000
	Tandem Truck	1	210,000	210,000
	Tandem Truck	1	280,000	280,000
	Used Tractor with Mower	2	87,500	175,000
	One-Ton Dump Truck	1	58,000	58,000
	Tack Truck	1	145,000	145,000
	Concrete Saw	1	30,000	30,000
	Install New Dump Body, Underbody and Valve Body on Truck #4	1	60,000	60,000
		20		1,319,650
		<b>76</b>		<b>2,916,384</b>

## SUMMARY BY DIVISION

	<u>Revenues</u>	<u>Expenses</u>	<u>Adjustments</u>	<u>Levy</u>
<b>ADMINISTRATION</b>				
County Executive	\$ 6,800	\$ 239,773	\$ -	\$ 232,973
Corporation Counsel	28,000	535,554	-	507,554
County Clerk	47,550	251,724	-	204,174
Dog License	2,000	2,000	-	-
Elections	20,000	80,284	-	60,284
Treasurer	1,001,200	389,748	-	(611,452)
Human Resources and Payroll	15,025	878,880	-	863,855
Workers Compensation Fund	689,930	865,506	(175,576)	-
Self Funded Health Insurance	16,113,547	16,915,270	(801,723)	-
Self Funded Dental Insurance	869,708	869,708	-	-
Finance	30,900	773,836	-	742,936
General Services	435,700	430,075	5,625	-
Prop & Liab Insurance Fund	1,003,245	1,003,280	(35)	-
Information Systems	79,802	1,787,986	-	1,708,184
Technology Replacement	-	878,118	882	879,000
Facilities & Property Management	101,865	5,393,115	-	5,291,250
	<u>\$ 20,445,272</u>	<u>\$ 31,294,857</u>	<u>\$ (970,827)</u>	<u>\$ 9,878,758</u>

# COUNTY EXECUTIVE

General Fund – Department: 004  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: Mark Harris  
LOCATION: Winnebago County  
112 Otter Avenue  
Oshkosh, WI 54901

TELEPHONE: 232-3450

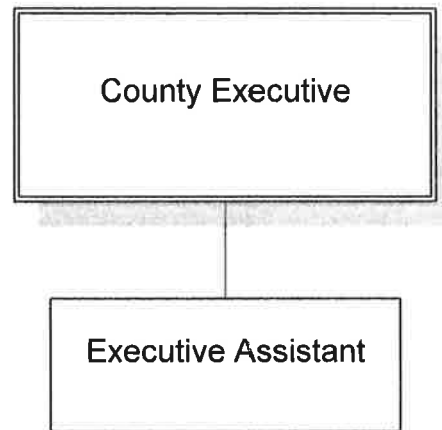
## MISSION STATEMENT:

Provide leadership, supervision and direction of County departments; formulate and administer the County budget; participate in the County legislative process; represent the County in inter-governmental relations and act as spokesperson on behalf of the County.

## PROGRAM DESCRIPTION:

1. Provide overall administration and management of the county on a daily basis.
2. Execute contracts/agreements/leases/internal personnel documents, etc. on behalf of the County.
3. Supervise the directors of all county departments except those elected.
4. Meet with all department heads as necessary.
5. Respond to the concerns of the general citizenry with follow-up as required.
6. Represent the county, attend meetings with other governmental entities throughout the County and the State in addition to attending County Board and related County committee meetings.
7. Develop the annual County budget proposal consistent with all applicable state limitations and budget constraints.

# COUNTY EXECUTIVE



# COUNTY EXECUTIVE

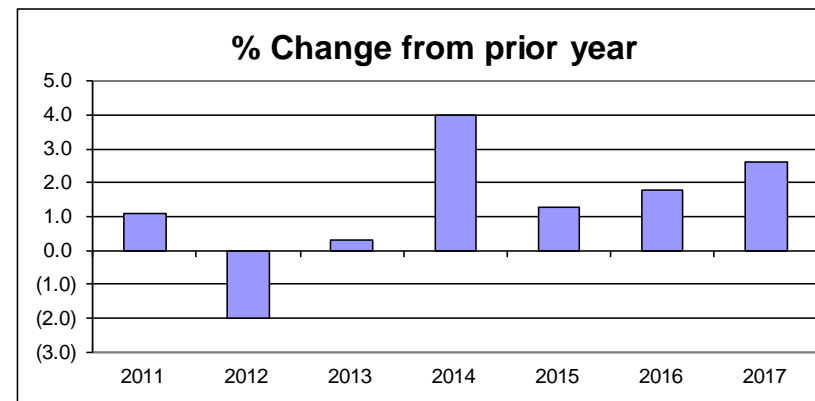
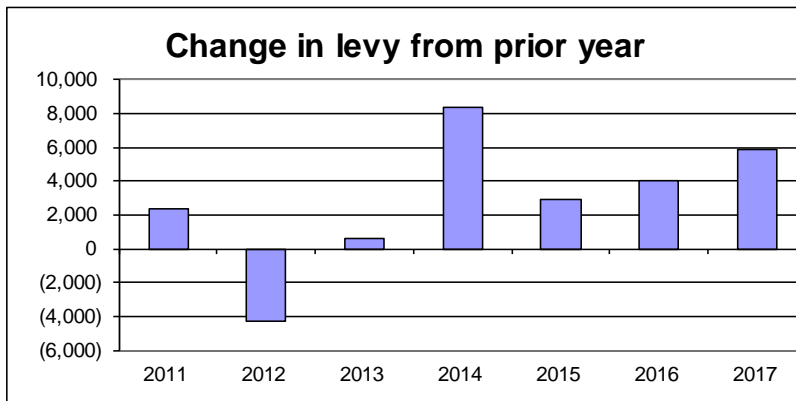
## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	2	2	2	2	2	2	2	2	2	2
Part Time	0	0	0	0	0	0	0	0	0	0
Total	2	2	2	2	2	2	2	2	2	2

There is no change to the staffing table for 2017.

**COUNTY LEVY:** The tax levy for 2017 is \$232,973, an increase of \$5,862 or 2.6% over 2016. There are no significant changes.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - County Executive

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	\$ 227,111	
<b>Revenue Changes - impact on levy:</b>		
None	-	
<b>Expense Changes - impact on levy:</b>		
None	-	
<b>Other small changes</b>	5,862	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	\$ 232,973	

## Financial Summary County Executive

<b>Items</b>	<b>2016 7-Month Actual</b>	<b>2016 12-Month Estimate</b>	<b>2016 Adopted Budget</b>	<b>2016 Adjusted Budget</b>	<b>2017 Adopted Budget</b>
Total Revenues	4,111	7,500	7,500	7,500	6,800
Labor	131,127	233,345	227,955	227,955	233,345
Travel	938	2,870	2,615	2,615	2,240
Capital	-	-	-	-	-
Other Expenditures	2,232	3,840	4,041	4,041	4,188
Total Expenditures	134,297	240,055	234,611	234,611	239,773
Levy			227,111		232,973



**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 004 - Executive</b>									
<b>Revenue</b>									
<b>Interfund Revenue:</b>									
Professional Services	63002	7,500	7,500	7,500	7,500	6,800	6,800	6,800	-9.33%
<b>Interfund Revenue Subtotal:</b>		<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>6,800</b>	<b>6,800</b>	<b>6,800</b>	<b>-9.33%</b>
<b>Total Operating Revenue:</b>									
		<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>6,800</b>	<b>6,800</b>	<b>6,800</b>	<b>-9.33%</b>
<b>Revenue Total:</b>									
		<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>6,800</b>	<b>6,800</b>	<b>6,800</b>	<b>-9.33%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	158,490	160,879	164,075	167,312	169,891	169,891	169,891	1.54%
Temporary Employees	51101	1,298	0	0	0	0	0	0	0.00%
<b>Wages Subtotal:</b>		<b>159,787</b>	<b>160,879</b>	<b>164,075</b>	<b>167,312</b>	<b>169,891</b>	<b>169,891</b>	<b>169,891</b>	<b>1.54%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	12,135	12,219	12,322	12,799	12,996	12,996	12,996	1.54%
Health Insurance	51201	29,322	30,403	32,803	32,294	35,517	35,517	35,517	9.98%
Dental Insurance	51202	2,043	2,135	2,174	2,174	2,174	2,174	2,174	0.00%
Workers Compensation	51203	453	150	144	144	263	263	263	82.64%
WI Retirement	51206	10,886	12,014	12,077	12,295	11,553	11,553	11,553	-6.03%
Fringe Benefits Other	51207	1,377	1,466	1,497	937	951	951	951	1.49%
<b>Fringes Benefits Subtotal:</b>		<b>56,217</b>	<b>58,388</b>	<b>61,018</b>	<b>60,643</b>	<b>63,454</b>	<b>63,454</b>	<b>63,454</b>	<b>4.64%</b>
<b>Total Labor:</b>									
		<b>216,004</b>	<b>219,267</b>	<b>225,093</b>	<b>227,955</b>	<b>233,345</b>	<b>233,345</b>	<b>233,345</b>	<b>2.36%</b>

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 004 - Executive</b>									
<b>Travel:</b>									
Registration Tuition	52001	0	0	0	200	300	300	300	50.00%
Automobile Allowance	52002	1,230	872	1,268	2,000	1,500	1,500	1,500	-25.00%
Meals	52005	0	0	14	100	75	75	75	-25.00%
Lodging	52006	278	215	392	275	325	325	325	18.18%
Other Travel Exp	52007	28	24	42	40	40	40	40	0.00%
<b>Travel Subtotal:</b>		<b>1,537</b>	<b>1,111</b>	<b>1,715</b>	<b>2,615</b>	<b>2,240</b>	<b>2,240</b>	<b>2,240</b>	<b>-14.34%</b>
<b>Total Travel:</b>		<b>1,537</b>	<b>1,111</b>	<b>1,715</b>	<b>2,615</b>	<b>2,240</b>	<b>2,240</b>	<b>2,240</b>	<b>-14.34%</b>
<b>Office:</b>									
Office Supplies	53000	124	50	34	150	150	150	150	0.00%
Printing Supplies	53002	0	28	28	40	40	40	40	0.00%
Print Duplicate	53003	0	0	52	50	55	55	55	10.00%
Postage and Box Rent	53004	0	1	0	0	0	0	0	0.00%
Telephone	53008	275	379	484	360	500	500	500	38.89%
Long Distance	53011	0	34	0	0	0	0	0	0.00%
Wireless	53012	12	6	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>410</b>	<b>497</b>	<b>598</b>	<b>600</b>	<b>745</b>	<b>745</b>	<b>745</b>	<b>24.17%</b>
<b>Operating:</b>									
Subscriptions	53501	338	308	321	350	350	350	350	0.00%
Membership Dues	53502	412	130	321	425	350	350	350	-17.65%
Food	53520	35	0	0	50	50	50	50	0.00%
Spec Service Awards	53566	374	644	1,377	900	1,300	1,300	1,300	44.44%
Print Duplicate	73003	441	402	371	500	400	400	400	-20.00%
Postage and Box Rent	73004	63	41	36	70	70	70	70	0.00%
<b>Operating Subtotal:</b>		<b>1,663</b>	<b>1,524</b>	<b>2,426</b>	<b>2,295</b>	<b>2,520</b>	<b>2,520</b>	<b>2,520</b>	<b>9.80%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 004 - Executive</b>									
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	218	183	0	230	0	0	0	-100.00%
Equipment Repairs	74029	66	66	66	70	70	70	70	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>284</b>	<b>249</b>	<b>66</b>	<b>300</b>	<b>70</b>	<b>70</b>	<b>70</b>	<b>-76.67%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	744	732	768	846	853	853	853	0.83%
<b>Insurance Expenses Subtotal:</b>		<b>744</b>	<b>732</b>	<b>768</b>	<b>846</b>	<b>853</b>	<b>853</b>	<b>853</b>	<b>0.83%</b>
<b>Total Other Operating:</b>		<b>3,101</b>	<b>3,002</b>	<b>3,858</b>	<b>4,041</b>	<b>4,188</b>	<b>4,188</b>	<b>4,188</b>	<b>3.64%</b>
<b>Expense Total:</b>		<b>220,642</b>	<b>223,380</b>	<b>230,666</b>	<b>234,611</b>	<b>239,773</b>	<b>239,773</b>	<b>239,773</b>	<b>2.20%</b>
<b>Executive Net/(Levy):</b>		<b>(213,142)</b>	<b>(215,880)</b>	<b>(223,166)</b>	<b>(227,111)</b>	<b>(232,973)</b>	<b>(232,973)</b>	<b>(232,973)</b>	<b>2.58%</b>

# CORPORATION COUNSEL

General Fund – Department: 010  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: John A. Bodnar  
LOCATION: Winnebago County  
448 Algoma Boulevard  
Oshkosh, WI 54901

TELEPHONE: (920) 236-4752

## MISSION STATEMENT:

To provide legal counsel and representation to all Winnebago County Departments, the Winnebago County Board of Supervisors, and the Winnebago County Executive.

## PROGRAM DESCRIPTION:

**LEGAL COUNSEL:** Serves as legal counsel to all Winnebago County employees, boards, the Winnebago County Board of Supervisors, and the Winnebago County Executive. Represents Winnebago County in civil litigation before the Courts, in state administrative hearings, and in labor matters.

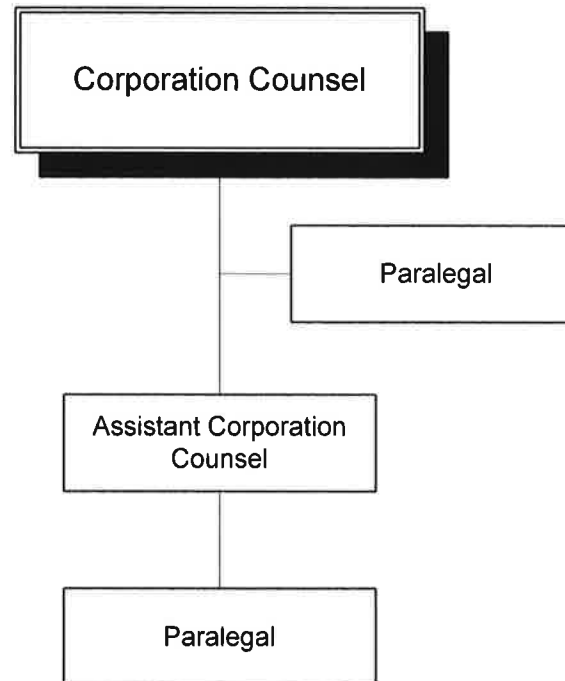
**CHILDREN IN NEED OF PROTECTION OR SERVICES:** Prosecutes child neglect and abuse matters under Chapter 48 (Children's Code), Wisconsin Statutes.

**TERMINATION OF PARENTAL RIGHTS:** Represents the Winnebago County Department of Human Services when it petitions to terminate the parental rights of unfit parents under Chapter 48 (Children's Code), Wisconsin Statutes.

**GUARDIANSHIP & PROTECTIVE PLACEMENT ACTIONS:** Represents Winnebago County Department of Human Services in actions brought for guardianship and protective placements of infirm individuals under Chapters 54 and 55, Wisconsin Statutes.

**MENTAL HEALTH COMMITMENTS:** Represents Winnebago County in all actions brought for commitment of individuals suffering with mental health issues under Chapter 51, Wisconsin Statutes.

# CORPORATION COUNSEL



# **CORPORATION COUNSEL**

**General Fund –Department: 010  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** John A. Bodnar  
**LOCATION:** Winnebago County  
448 Algoma Boulevard  
Oshkosh, WI 54901

**TELEPHONE: (920) 236-4752**

## **2016 ACCOMPLISHMENTS:**

The continued provision of effective legal counsel and representation to all Winnebago County Departments, the Winnebago County Board, and the Winnebago County Executive

## **2017 GOALS & OBJECTIVES:**

To continue to provide effective legal representation and counsel to Winnebago County in a cost-effective, responsible manner.

# CORPORATION COUNSEL

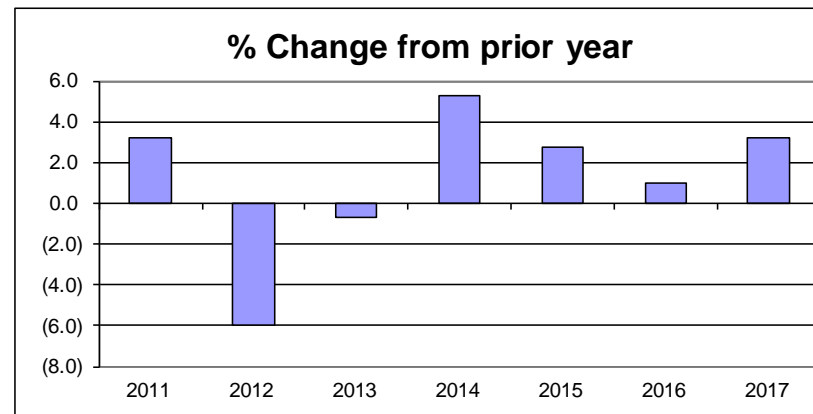
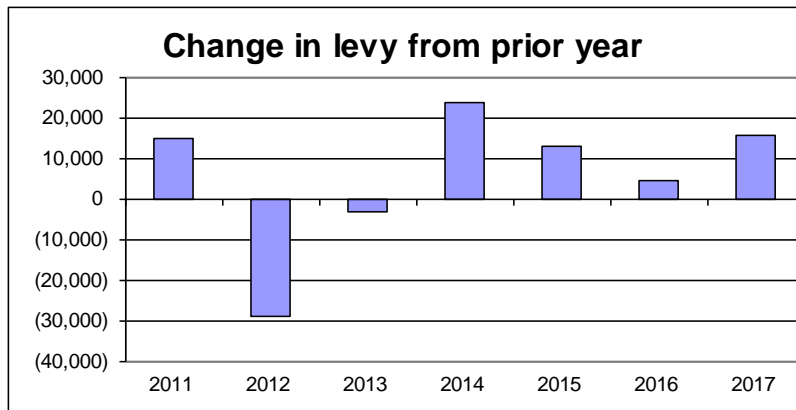
## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	4	4	4	4	4	4	4	4	4	4
Part Time	0	0	0	0	0	0	0	0	0	0
Total	4	4	4	4	4	4	4	4	4	4

There is no change to the staffing table for 2017.

**COUNTY LEVY:** The 2017 tax levy is \$507,554, an increase of \$15,837 or 3.2% over 2016. More than half of the levy increase comes from an increase in legal fees from more contested Termination of Parental Rights and Behavioral Health Mental Commitment cases.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Corporation Counsel

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 491,717</b>	
<b>Revenue Changes - impact on levy:</b>		
None	-	
<b>Expense Changes - impact on levy:</b>		
Health Insurance	5,283	Increase in health insurance premiums as forecasted by Human Resources.
Legal services	8,000	Increase due to increased contested Termination of Parental Rights and Behavioral Health Mental Commitment cases.
<b>Other small changes</b>	2,554	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ 507,554</b>	



## Financial Summary Corporation Counsel

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	9,708	27,000	26,600	26,600	28,000
Labor	229,425	401,825	395,161	395,161	407,111
Travel	441	1,845	1,845	1,845	1,470
Capital	-	-	-	-	-
Other Expenditures	62,452	124,088	121,311	121,311	126,973
Total Expenditures	292,318	527,758	518,317	518,317	535,554
Levy			491,717		507,554

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 010 - Corporation Counsel</b>									
<b>Revenue</b>									
<b>Public Services:</b>									
Other Fees	45002	8,159	11,978	13,132	12,000	12,000	13,000	13,000	8.33%
Client Cost Shares Fees	45035	0	0	0	200	200	200	200	0.00%
Service Fees	45074	79	292	489	400	800	800	800	100.00%
<b>Public Services Subtotal:</b>		<b>8,238</b>	<b>12,270</b>	<b>13,621</b>	<b>12,600</b>	<b>13,000</b>	<b>14,000</b>	<b>14,000</b>	<b>11.11%</b>
<b>Interfund Revenue:</b>									
Legal Services	65086	14,000	14,004	14,004	14,000	14,000	14,000	14,000	0.00%
<b>Interfund Revenue Subtotal:</b>		<b>14,000</b>	<b>14,004</b>	<b>14,004</b>	<b>14,000</b>	<b>14,000</b>	<b>14,000</b>	<b>14,000</b>	<b>0.00%</b>
<b>Total Operating Revenue:</b>		<b>22,238</b>	<b>26,274</b>	<b>27,625</b>	<b>26,600</b>	<b>27,000</b>	<b>28,000</b>	<b>28,000</b>	<b>5.26%</b>
<b>Revenue Total:</b>		<b>22,238</b>	<b>26,274</b>	<b>27,625</b>	<b>26,600</b>	<b>27,000</b>	<b>28,000</b>	<b>28,000</b>	<b>5.26%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	276,608	281,640	289,023	290,808	296,094	296,094	296,094	1.82%
Overtime	51105	429	227	2,040	3,500	3,500	3,500	3,500	0.00%
<b>Wages Subtotal:</b>		<b>277,037</b>	<b>281,867</b>	<b>291,063</b>	<b>294,308</b>	<b>299,594</b>	<b>299,594</b>	<b>299,594</b>	<b>1.80%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	20,603	20,972	21,717	22,629	22,918	22,918	22,918	1.28%
Health Insurance	51201	49,451	48,303	54,524	53,212	58,495	58,495	58,495	9.93%
Dental Insurance	51202	3,393	3,545	3,609	3,610	3,609	3,609	3,609	-0.03%
Workers Compensation	51203	849	312	532	250	464	464	464	85.60%
WI Retirement	51206	18,364	19,692	19,504	19,523	20,373	20,373	20,373	4.35%
Fringe Benefits Other	51207	2,052	2,207	2,366	1,629	1,658	1,658	1,658	1.78%
<b>Fringes Benefits Subtotal:</b>		<b>94,713</b>	<b>95,031</b>	<b>102,252</b>	<b>100,853</b>	<b>107,517</b>	<b>107,517</b>	<b>107,517</b>	<b>6.61%</b>
<b>Total Labor:</b>		<b>371,750</b>	<b>376,898</b>	<b>393,315</b>	<b>395,161</b>	<b>407,111</b>	<b>407,111</b>	<b>407,111</b>	<b>3.02%</b>

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 010 - Corporation Counsel</b>									
<b>Travel:</b>									
Registration Tuition	52001	220	125	100	400	400	400	400	0.00%
Automobile Allowance	52002	853	729	390	1,100	1,200	800	800	-27.27%
Meals	52005	26	36	0	50	50	50	50	0.00%
Lodging	52006	70	70	0	250	250	175	175	-30.00%
Other Travel Exp	52007	1	0	0	10	10	10	10	0.00%
Taxable Meals	52008	34	9	0	35	35	35	35	0.00%
<b>Travel Subtotal:</b>		<b>1,204</b>	<b>968</b>	<b>490</b>	<b>1,845</b>	<b>1,945</b>	<b>1,470</b>	<b>1,470</b>	<b>-20.33%</b>
<b>Total Travel:</b>		<b>1,204</b>	<b>968</b>	<b>490</b>	<b>1,845</b>	<b>1,945</b>	<b>1,470</b>	<b>1,470</b>	<b>-20.33%</b>
<b>Office:</b>									
Office Supplies	53000	746	664	603	800	800	800	800	0.00%
Stationery and Forms	53001	456	668	451	700	700	700	700	0.00%
Printing Supplies	53002	2,209	1,845	1,948	2,000	2,000	2,000	2,000	0.00%
Print Duplicate	53003	(24)	0	0	15	15	15	15	0.00%
Postage and Box Rent	53004	37	46	84	80	80	80	80	0.00%
Computer Supplies	53005	0	0	0	50	50	50	50	0.00%
Telephone	53008	385	522	793	825	825	825	825	0.00%
Telephone Supplies	53009	58	0	0	0	0	0	0	0.00%
Long Distance	53011	0	0	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>3,867</b>	<b>3,745</b>	<b>3,879</b>	<b>4,470</b>	<b>4,470</b>	<b>4,470</b>	<b>4,470</b>	<b>0.00%</b>
<b>Operating:</b>									
Subscriptions	53501	912	1,578	540	2,300	750	750	750	-67.39%
Membership Dues	53502	1,179	1,135	1,244	1,200	1,200	1,200	1,200	0.00%
Publish Legal Notices	53503	133	0	0	300	300	300	300	0.00%
Small Equipment	53522	330	0	1,366	400	400	400	400	0.00%
Legal Fees	53530	2,451	1,812	1,451	2,500	2,500	2,500	2,500	0.00%
Witness Expense	53535	760	261	0	1,200	1,750	1,000	1,000	-16.67%
Operating Licenses Fees	53553	0	0	20	20	0	0	0	-100.00%
Print Duplicate	73003	5,502	5,186	5,193	5,400	5,500	5,500	5,500	1.85%
Postage and Box Rent	73004	5,128	5,573	5,212	6,000	6,000	6,000	6,000	0.00%
<b>Operating Subtotal:</b>		<b>16,394</b>	<b>15,546</b>	<b>15,025</b>	<b>19,320</b>	<b>18,400</b>	<b>17,650</b>	<b>17,650</b>	<b>-8.64%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 010 - Corporation Counsel</b>									
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	383	334	0	400	250	250	250	-37.50%
Equipment Repairs	54029	0	0	86	100	100	100	100	0.00%
Equipment Repairs	74029	198	198	198	198	200	200	200	1.01%
<b>Repairs &amp; Maint Subtotal:</b>		<b>581</b>	<b>532</b>	<b>284</b>	<b>698</b>	<b>550</b>	<b>550</b>	<b>550</b>	<b>-21.20%</b>
<b>Contractual Services:</b>									
Legal Services	55001	84,726	91,901	109,092	94,000	102,000	102,000	102,000	8.51%
Transcription Services	55009	496	854	20	1,000	500	500	500	-50.00%
<b>Contractual Services Subtotal:</b>		<b>85,222</b>	<b>92,755</b>	<b>109,112</b>	<b>95,000</b>	<b>102,500</b>	<b>102,500</b>	<b>102,500</b>	<b>7.89%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	56000	0	0	20	20	0	0	0	-100.00%
Prop Liab Insurance	76000	1,536	1,512	1,620	1,803	1,803	1,803	1,803	0.00%
<b>Insurance Expenses Subtotal:</b>		<b>1,536</b>	<b>1,512</b>	<b>1,640</b>	<b>1,823</b>	<b>1,803</b>	<b>1,803</b>	<b>1,803</b>	<b>-1.10%</b>
<b>Total Other Operating:</b>		<b>107,600</b>	<b>114,090</b>	<b>129,939</b>	<b>121,311</b>	<b>127,723</b>	<b>126,973</b>	<b>126,973</b>	<b>4.67%</b>
<b>Expense Total:</b>		<b>480,554</b>	<b>491,956</b>	<b>523,744</b>	<b>518,317</b>	<b>536,779</b>	<b>535,554</b>	<b>535,554</b>	<b>3.33%</b>
<b>Corporation Counsel Net/(Levy):</b>		<b>(458,317)</b>	<b>(465,683)</b>	<b>(496,118)</b>	<b>(491,717)</b>	<b>(509,779)</b>	<b>(507,554)</b>	<b>(507,554)</b>	<b>3.22%</b>

# COUNTY CLERK

General Fund – Departments: 006-008  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: Sue Ertmer  
LOCATION: Winnebago County  
415 Jackson Street  
Oshkosh, WI 54901

TELEPHONE: 236-4890

## MISSION STATEMENT:

The mission of the County Clerk's office is to maintain records of the Winnebago County Board of Supervisors, elections, marriage license applications and related documents, dog licensing information, titles to all county-owned vehicles, work permit applications and other records as directed by Wisconsin statutes; to administer elections and provide other office-related services to the County Board of Supervisors, citizens and municipalities within Winnebago County.

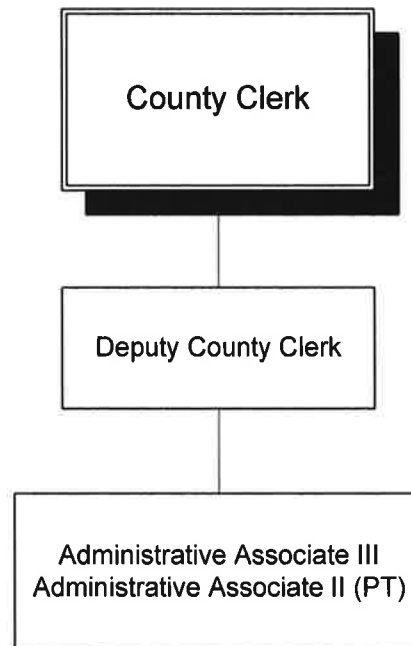
## PROGRAM DESCRIPTION:

**COUNTY CLERK** Provides service and assistance to the public, County staff and County Board. Issues marriage licenses and maintains marriage application records; submits appropriate fees and reports to the State of Wisconsin. Stores and maintains statutorily required documents. Provides notary services, issues work permits to minors, issues county boat launch parking permits and provides a variety of other duties in keeping with the statutory duties of the office. Provides secretarial service to the County Board; distributes meeting notices and minutes for the County Board of Supervisors and County Board committees, commissions and boards, and maintains records of same.

**ELECTIONS** Acts as Chief Election Official for Winnebago County. Provides election information, election materials and ballots to the county's municipal clerks. Holds informational meetings on election procedures. Coordinates election programming information between municipal clerks and voting equipment vendor. Prepares and publishes all legal notices as required by statute. Records election results on election night and maintains records of same. Conducts county canvass of elections. Prepares and files appropriate election reports with the Wisconsin Elections Commission. Provides candidates and the public with election-related information. Maintains election and financial records of candidates and election committees. Sets up elections in WisVote.

**DOG LICENSE FUND** Distributes dog licenses to 16 townships, 1 village and 5 cities. Maintains the records of dog licenses sold and fees collected. Submits reports and proper fees to the State. Provides license information on missing or stray dogs to local law enforcement, animal shelters and the public. Maintains records of same.

# COUNTY CLERK



# COUNTY CLERK

General Fund – Departments: 006-008

## 2017 BUDGET NARRATIVE

**DEPARTMENT HEAD:** Sue Ertmer  
**LOCATION:** Winnebago County  
415 Jackson Street  
Oshkosh, WI 54901

**TELEPHONE:** 236-4890

### 2016 ACCOMPLISHMENTS:

1. Prepared for and conducted Spring Primary and General elections, Village of Fox Crossing Special Election and Fall Primary and General elections.
2. Completed the purchase of a new county-wide voting system—Dominion Voting Systems, Inc. ImageCast Evaluation (ICE) voting machines. Coordinated the training and delivery of the equipment to the county's municipal clerks.
3. Attended various Government Accountability Board seminars and training sessions relating to elections and elections security.
4. Issued 968 Wisconsin marriage licenses and 429 work permits to minors for the Wisconsin Department of Workforce Development.
5. Appointed to the WCA Group Health Trust Board of Directors.
6. Assisted the County Board Chairman and County Board Supervisors with their county board and committee meetings, as well as conference and convention registrations.
7. Provided notary public and other services to the general public and county personnel.

### 2017 GOALS & OBJECTIVES:

1. Prepare for and conduct Spring Elections.
2. Complete the training for the Election Board's WisVote system.
3. Prepare the office for relocation to the county's Administration Building.
4. Continue record retention processes—destruction of old election materials, indexing of county board proceedings, etc.
5. Perform the duties and services of this office in a cost-effective, efficient manner.
6. Be responsive to the needs of Winnebago County's citizens by providing them with efficient, courteous service

# COUNTY CLERK

## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	3	3	3	3	3	3	3	3	3	3
Part Time	1	1	1	1	1	1	1	1	1	1
Total	4	4	4	4	4	4	4	4	4	4

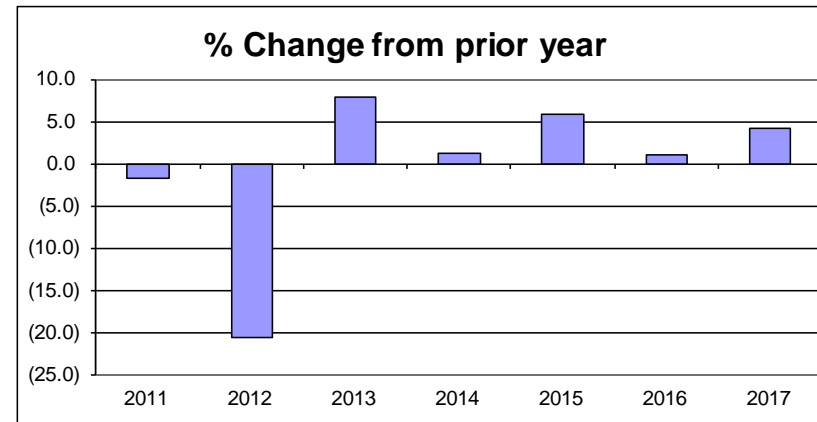
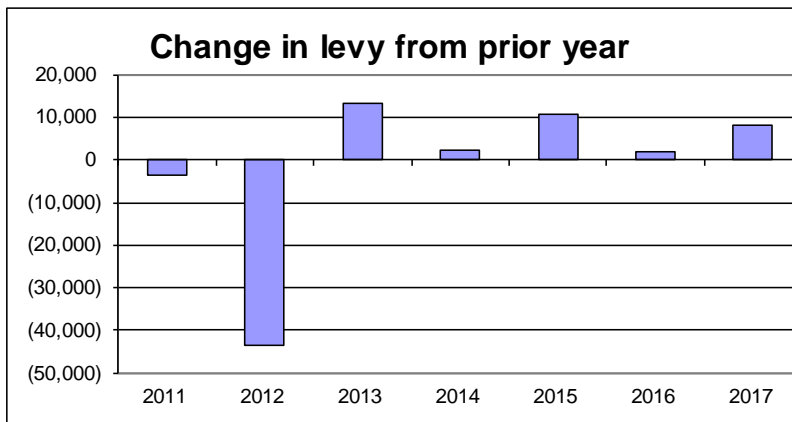
There is no change to the staffing table for 2017.

**COUNTY LEVY:** County Clerk is split into two sections, one for Clerk and one for Elections. This is being done because the Elections section will go up or down depending on how many and the types of elections are handled in the year. If the two sections were combined the results for the department would be difficult to compare between years.

The tax levy for Clerk for 2017 is \$204,174, an increase of \$8,293 or 4.2% over 2016. Almost half of the levy increase comes from the increase in health insurance premiums projected by Human Resources.

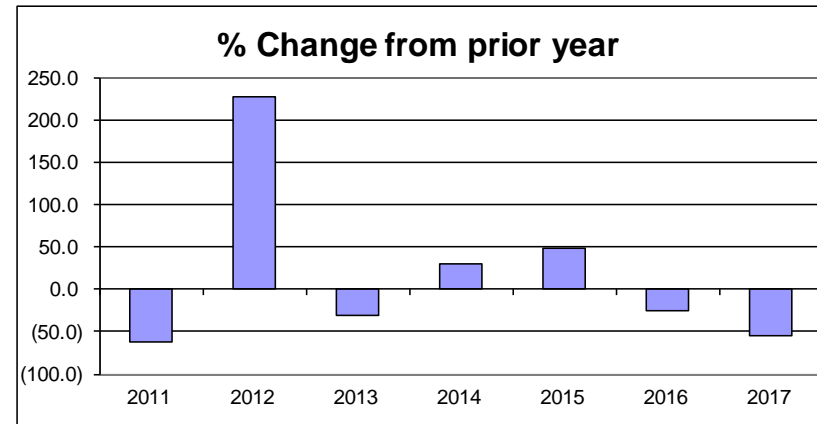
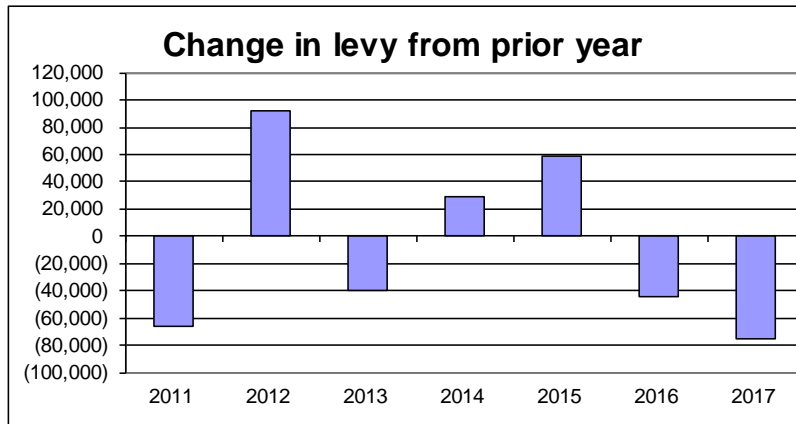
The tax levy for Elections for 2017 is \$60,284, a decrease of \$75,150 or 55.5% under 2016. The decrease is based on only having two elections in 2017.

This graph shows the County Clerk budget without the election cost center.





This graph shows the County Clerk election data:



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - County Clerk & Elections

Account	Amount			Description
	Clerk	Elections	Dog Licenses	
<b>Significant changes from 2016</b>				
<b>Tax Levy 2016</b>	<b>\$ 195,881</b>	<b>\$ 135,434</b>	<b>\$ -</b>	
<b>Revenue Changes - impact on levy:</b>				
Other Fees		28,000		Decrease due to only two elections scheduled in 2017.
<b>Expense Changes - impact on levy:</b>				
Health Insurance	3,875			Increase in health insurance premiums as forecasted by Human Resources.
Print Duplicate		(83,000)		Decrease due to only two elections scheduled in 2017.
Publish Legal Notices		(11,000)		Decrease due to only two elections scheduled in 2017.
Data Processing		(9,000)		Decrease due to only two elections scheduled in 2017.
<b>Other small changes</b>	4,418	(150)	-	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ 204,174</b>	<b>\$ 60,284</b>	<b>\$ -</b>	

## Financial Summary County Clerk

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	24,964	47,500	47,700	47,700	47,550
Labor	135,313	239,187	231,721	231,721	239,087
Travel	1,249	1,665	1,972	1,972	1,715
Capital	-	-	-	-	-
Other Expenditures	7,945	13,221	9,888	9,888	10,922
Total Expenditures	144,507	254,073	243,581	243,581	251,724
Levy			195,881		204,174

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 006 - Clerk</b>									
<b>Revenue</b>									
<b>Licenses:</b>									
Marriage Licenses	44000	41,650	44,080	38,840	42,000	42,000	42,000	42,000	0.00%
Marriage License Waiver	44001	3,375	4,225	3,200	3,750	3,700	3,700	3,700	-1.33%
Work Permits	44004	855	940	1,073	950	1,000	1,000	1,000	5.26%
Domestic Partnership	44011	1,260	350	140	200	200	200	200	0.00%
Domestic Partnership Waiver	44012	70	0	10	0	0	0	0	0.00%
<b>Licenses Subtotal:</b>		<b>47,210</b>	<b>49,595</b>	<b>43,263</b>	<b>46,900</b>	<b>46,900</b>	<b>46,900</b>	<b>46,900</b>	<b>0.00%</b>
<b>Public Services:</b>									
Other Fees	45002	1,373	381	333	250	300	300	300	20.00%
Forms Copies Etc	45003	789	162	97	125	150	150	150	20.00%
Telephone	45009	111	169	10	100	25	25	25	-75.00%
Mail Service Revenue	45015	33	64	25	25	25	25	25	0.00%
<b>Public Services Subtotal:</b>		<b>2,306</b>	<b>776</b>	<b>465</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>0.00%</b>
<b>Total Operating Revenue:</b>		<b>49,516</b>	<b>50,371</b>	<b>43,728</b>	<b>47,400</b>	<b>47,400</b>	<b>47,400</b>	<b>47,400</b>	<b>0.00%</b>
<b>Misc Revenues:</b>									
Material Sales	48105	377	291	183	300	150	150	150	-50.00%
<b>Misc Revenues Subtotal:</b>		<b>377</b>	<b>291</b>	<b>183</b>	<b>300</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>-50.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>377</b>	<b>291</b>	<b>183</b>	<b>300</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>-50.00%</b>
<b>Revenue Total:</b>		<b>49,894</b>	<b>50,662</b>	<b>43,910</b>	<b>47,700</b>	<b>47,550</b>	<b>47,550</b>	<b>47,550</b>	<b>-0.31%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 006 - Clerk</b>									
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	157,664	159,412	162,303	164,486	167,542	167,542	167,542	1.86%
Temporary Employees	51101	0	6,152	0	0	0	0	0	0.00%
Overtime	51105	241	142	264	0	400	400	400	100.00%
Comp Time	51108	374	692	0	0	0	0	0	0.00%
<b>Wages Subtotal:</b>		<b>158,280</b>	<b>166,398</b>	<b>162,566</b>	<b>164,486</b>	<b>167,942</b>	<b>167,942</b>	<b>167,942</b>	<b>2.10%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	11,854	11,961	12,005	12,583	12,817	12,817	12,817	1.86%
Health Insurance	51201	26,697	35,182	40,992	39,340	43,215	43,215	43,215	9.85%
Dental Insurance	51202	1,678	2,566	2,522	2,522	2,522	2,522	2,522	0.00%
Workers Compensation	51203	510	189	402	141	260	260	260	84.40%
WI Retirement	51206	10,724	11,396	11,426	11,728	11,393	11,393	11,393	-2.86%
Fringe Benefits Other	51207	1,101	1,220	1,249	921	938	938	938	1.85%
<b>Fringes Benefits Subtotal:</b>		<b>52,563</b>	<b>62,515</b>	<b>68,597</b>	<b>67,235</b>	<b>71,145</b>	<b>71,145</b>	<b>71,145</b>	<b>5.82%</b>
<b>Total Labor:</b>		<b>210,843</b>	<b>228,913</b>	<b>231,163</b>	<b>231,721</b>	<b>239,087</b>	<b>239,087</b>	<b>239,087</b>	<b>3.18%</b>
<b>Travel:</b>									
Registration Tuition	52001	345	290	440	290	290	290	290	0.00%
Automobile Allowance	52002	515	543	877	688	550	550	550	-20.06%
Meals	52005	145	89	64	110	75	75	75	-31.82%
Lodging	52006	871	520	734	845	800	800	800	-5.33%
Other Travel Exp	52007	15	21	11	0	0	0	0	0.00%
Taxable Meals	52008	21	0	21	39	0	0	0	-100.00%
<b>Travel Subtotal:</b>		<b>1,912</b>	<b>1,463</b>	<b>2,147</b>	<b>1,972</b>	<b>1,715</b>	<b>1,715</b>	<b>1,715</b>	<b>-13.03%</b>
<b>Total Travel:</b>		<b>1,912</b>	<b>1,463</b>	<b>2,147</b>	<b>1,972</b>	<b>1,715</b>	<b>1,715</b>	<b>1,715</b>	<b>-13.03%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 006 - Clerk</b>									
<b>Office:</b>									
Office Supplies	53000	1,278	1,081	888	700	700	700	700	0.00%
Stationery and Forms	53001	430	0	160	300	200	200	200	-33.33%
Printing Supplies	53002	394	272	295	300	300	300	300	0.00%
Postage and Box Rent	53004	17	0	4	0	0	0	0	0.00%
Telephone	53008	459	842	1,253	1,700	2,400	2,400	2,400	41.18%
Long Distance	53011	0	0	0	0	0	0	0	0.00%
Wireless	53012	277	0	0	0	0	0	0	0.00%
Voice and Data Cabling	53014	251	0	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>3,105</b>	<b>2,196</b>	<b>2,599</b>	<b>3,000</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>	<b>20.00%</b>
<b>Operating:</b>									
Membership Dues	53502	50	100	120	125	125	125	125	0.00%
Registration Tuition Other	53509	100	0	0	0	0	0	0	0.00%
Food	53520	35	239	0	0	0	0	0	0.00%
Other Operating Supplies	53533	210	105	161	200	0	0	0	-100.00%
Operating Licenses Fees	53553	20	(498)	50	50	0	0	0	-100.00%
Other Miscellaneous	53568	0	0	0	200	200	200	200	0.00%
Print Duplicate	73003	3,170	2,797	4,240	2,500	2,500	2,500	2,500	0.00%
Postage and Box Rent	73004	2,866	3,047	2,613	2,200	2,500	2,500	2,500	13.64%
<b>Operating Subtotal:</b>		<b>6,451</b>	<b>5,790</b>	<b>7,183</b>	<b>5,275</b>	<b>5,325</b>	<b>5,325</b>	<b>5,325</b>	<b>0.95%</b>
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	460	438	0	0	0	0	0	0.00%
Equipment Repairs	54029	0	557	0	43	43	43	43	0.00%
Equipment Repairs	74029	297	330	330	330	330	330	330	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>757</b>	<b>1,325</b>	<b>330</b>	<b>373</b>	<b>373</b>	<b>373</b>	<b>373</b>	<b>0.00%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	56000	20	20	0	40	0	0	0	-100.00%
Prop Liab Insurance	76000	1,392	1,572	1,200	1,200	1,624	1,624	1,624	35.33%
<b>Insurance Expenses Subtotal:</b>		<b>1,412</b>	<b>1,592</b>	<b>1,200</b>	<b>1,240</b>	<b>1,624</b>	<b>1,624</b>	<b>1,624</b>	<b>30.97%</b>
<b>Total Other Operating:</b>		<b>11,725</b>	<b>10,903</b>	<b>11,312</b>	<b>9,888</b>	<b>10,922</b>	<b>10,922</b>	<b>10,922</b>	<b>10.46%</b>
<b>Expense Total:</b>		<b>224,479</b>	<b>241,279</b>	<b>244,623</b>	<b>243,581</b>	<b>251,724</b>	<b>251,724</b>	<b>251,724</b>	<b>3.34%</b>
<b>Clerk Net/(Levy):</b>		<b>(174,586)</b>	<b>(190,618)</b>	<b>(200,713)</b>	<b>(195,881)</b>	<b>(204,174)</b>	<b>(204,174)</b>	<b>(204,174)</b>	<b>4.23%</b>

## Financial Summary Elections

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	18,813	30,000	48,000	48,000	20,000
Labor	750	1,500	1,000	1,000	750
Travel	135	200	100	100	100
Capital	-	-	-	-	-
Other Expenditures	52,082	113,204	182,334	182,334	79,434
Total Expenditures	52,967	114,904	183,434	183,434	80,284
Levy			135,434		60,284

# Winnebago County Budget Detail - 2017

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
Department - 007 - Elections									
Revenue									
Intergov Services:									
Other Fees	43001	46,071	30,239	30,871	48,000	20,000	20,000	20,000	-58.33%
Cost Share Municipalities	43016	1,075	0	2,500	0	0	0	0	0.00%
Intergov Services Subtotal:		47,146	30,239	33,371	48,000	20,000	20,000	20,000	-58.33%
Total Operating Revenue:		47,146	30,239	33,371	48,000	20,000	20,000	20,000	-58.33%
Revenue Total:		47,146	30,239	33,371	48,000	20,000	20,000	20,000	-58.33%
Expense									
Wages:									
Other Per Diem	51107	640	1,030	200	1,000	750	750	750	-25.00%
Wages Subtotal:		640	1,030	200	1,000	750	750	750	-25.00%
Total Labor:		640	1,030	200	1,000	750	750	750	-25.00%
Travel:									
Automobile Allowance	52002	74	137	44	100	100	100	100	0.00%
Travel Subtotal:		74	137	44	100	100	100	100	0.00%
Total Travel:		74	137	44	100	100	100	100	0.00%
Capital Outlay:									
Equipment	58004	0	0	106,685	0	0	0	0	0.00%
Capital Outlay Subtotal:		0	0	106,685	0	0	0	0	0.00%
Total Capital:		0	0	106,685	0	0	0	0	0.00%



**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 007 - Elections</b>									
<b>Office:</b>									
Office Supplies	53000	3,979	415	0	200	400	400	400	100.00%
Stationery and Forms	53001	797	3,363	0	3,000	2,000	2,000	2,000	-33.33%
Print Duplicate	53003	49,518	89,322	34,041	118,000	35,000	35,000	35,000	-70.34%
<b>Office Subtotal:</b>		<b>54,294</b>	<b>93,100</b>	<b>34,041</b>	<b>121,200</b>	<b>37,400</b>	<b>37,400</b>	<b>37,400</b>	<b>-69.14%</b>
<b>Operating:</b>									
Publish Legal Notices	53503	13,018	20,218	6,054	23,000	12,000	12,000	12,000	-47.83%
Food	53520	56	135	0	0	50	50	50	100.00%
Other Operating Supplies	53533	1,097	624	0	0	1,150	500	500	100.00%
Operating Licenses Fees	53553	2,078	2,931	2,534	13,899	14,134	14,134	14,134	1.69%
Print Duplicate	73003	37	459	54	0	100	100	100	100.00%
<b>Operating Subtotal:</b>		<b>16,286</b>	<b>24,367</b>	<b>8,642</b>	<b>36,899</b>	<b>27,434</b>	<b>26,784</b>	<b>26,784</b>	<b>-27.41%</b>
<b>Repairs &amp; Maint:</b>									
Repair Maintenance Supplies	54024	161	0	0	0	0	0	0	0.00%
Equipment Repairs	54029	0	0	544	235	250	250	250	6.38%
<b>Repairs &amp; Maint Subtotal:</b>		<b>161</b>	<b>0</b>	<b>544</b>	<b>235</b>	<b>250</b>	<b>250</b>	<b>250</b>	<b>6.38%</b>
<b>Contractual Services:</b>									
Data Processing	55013	17,937	19,217	12,640	24,000	15,000	15,000	15,000	-37.50%
<b>Contractual Services Subtotal:</b>		<b>17,937</b>	<b>19,217</b>	<b>12,640</b>	<b>24,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>-37.50%</b>
<b>Total Other Operating:</b>		<b>88,677</b>	<b>136,684</b>	<b>55,867</b>	<b>182,334</b>	<b>80,084</b>	<b>79,434</b>	<b>79,434</b>	<b>-56.43%</b>
<b>Expense Total:</b>		<b>89,391</b>	<b>137,852</b>	<b>162,796</b>	<b>183,434</b>	<b>80,934</b>	<b>80,284</b>	<b>80,284</b>	<b>-56.23%</b>
<b>Elections Net/(Levy):</b>		<b>(42,245)</b>	<b>(107,613)</b>	<b>(129,425)</b>	<b>(135,434)</b>	<b>(60,934)</b>	<b>(60,284)</b>	<b>(60,284)</b>	<b>-55.49%</b>

# **Financial Summary** **Dog License Fund**

<b>Items</b>	<b>2016 7-Month Actual</b>	<b>2016 12-Month Estimate</b>	<b>2016 Adopted Budget</b>	<b>2016 Adjusted Budget</b>	<b>2017 Adopted Budget</b>
Total Revenues	-	1,774	2,600	2,600	2,000
Labor	-	-	-	-	-
Travel	-	-	-	-	-
Capital	-	-	-	-	-
Other Expenditures	650	1,774	2,600	2,600	2,000
Total Expenditures	650	1,774	2,600	2,600	2,000
Levy			-		-

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 008 - Dog licenses</b>									
<b>Revenue</b>									
<b>Licenses:</b>									
Dog License	44002	1,565	1,951	1,221	2,600	2,000	2,000	2,000	-23.08%
<b>Licenses Subtotal:</b>		<b>1,565</b>	<b>1,951</b>	<b>1,221</b>	<b>2,600</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>-23.08%</b>
<b>Total Operating Revenue:</b>		<b>1,565</b>	<b>1,951</b>	<b>1,221</b>	<b>2,600</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>-23.08%</b>
<b>Revenue Total:</b>		<b>1,565</b>	<b>1,951</b>	<b>1,221</b>	<b>2,600</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>-23.08%</b>
<b>Expense</b>									
<b>Office:</b>									
Office Supplies	53000	0	737	60	1,000	800	800	800	-20.00%
<b>Office Subtotal:</b>		<b>0</b>	<b>737</b>	<b>60</b>	<b>1,000</b>	<b>800</b>	<b>800</b>	<b>800</b>	<b>-20.00%</b>
<b>Operating:</b>									
Publish Legal Notices	53503	317	989	524	1,000	500	500	500	-50.00%
Other Operating Supplies	53533	663	0	557	0	0	0	0	0.00%
<b>Operating Subtotal:</b>		<b>979</b>	<b>989</b>	<b>1,081</b>	<b>1,000</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>-50.00%</b>
<b>Contractual Services:</b>									
Other Contract Serv	55030	585	224	80	600	700	700	700	16.67%
<b>Contractual Services Subtotal:</b>		<b>585</b>	<b>224</b>	<b>80</b>	<b>600</b>	<b>700</b>	<b>700</b>	<b>700</b>	<b>16.67%</b>
<b>Total Other Operating:</b>		<b>1,565</b>	<b>1,951</b>	<b>1,221</b>	<b>2,600</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>-23.08%</b>
<b>Expense Total:</b>		<b>1,565</b>	<b>1,951</b>	<b>1,221</b>	<b>2,600</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>-23.08%</b>
<b>Dog licenses Net/(Levy):</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

**COUNTY CLERK  
PROGRAM BUDGETS**

NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
								2017 ADOPTED	2016 ADOPTED	2016 ADOPTED	2017 OVER 2016	2016 OVER 2015
County Clerk	1006	239,087	1,715	-	10,922	251,724		251,724	243,581	240,334	3.3	1.4
Revenues	1006						47,550	(47,550)	(47,700)	(46,300)	(0.3)	3.0
Elections	1007	750	100	-	79,434	80,284		80,284	183,434	210,720	(56.2)	(12.9)
Revenues	1007						20,000	(20,000)	(48,000)	(30,900)	(58.3)	55.3
Dog License Fund	1008	-	-	-	2,000	2,000		2,000	2,600	4,700	(23.1)	(44.7)
Revenues	1008						2,000	(2,000)	(2,600)	(4,700)	(23.1)	(44.7)
<b>Grand Totals</b>		<u>239,837</u>	<u>1,815</u>	<u>-</u>	<u>92,356</u>	<u>334,008</u>	<u>69,550</u>	<u>264,458</u>	<u>331,315</u>	<u>373,854</u>	(20.2)	(11.4)

# **TREASURER**

**General Fund – Department: 009**  
**2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Mary Krueger  
**LOCATION:** Winnebago County  
415 Jackson Street  
Oshkosh, WI 54901

**TELEPHONE:** 236-4777

## **MISSION STATEMENT:**

To receive and disburse all County funds, settle with the taxing jurisdictions and the state for all tax collections, collect postponed and delinquent taxes, and foreclose and sell properties when delinquent taxes are not paid.

## **PROGRAM DESCRIPTION:**

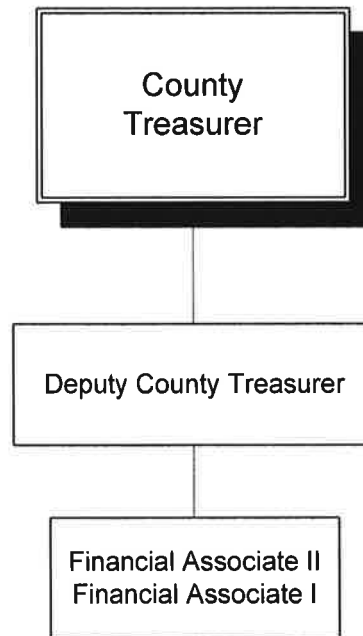
**RECEIPTS AND DISBURSEMENTS** Receive all funds due the county and disburse all payments made by the county.

**TAX SETTLEMENTS** Reconcile the tax rolls and tax collections, and settle with the taxing jurisdictions and the state for all tax collections.

**TAX COLLECTIONS** Collect all postponed and delinquent taxes returned to the county.

**FORECLOSE TAX DELINQUENT PROPERTY** Foreclose on properties for non-payment of taxes and sell the foreclosed properties to recover the unpaid taxes.

# TREASURER



# **TREASURER**

**General Fund – Organization: 1009**  
**2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Mary E. Krueger  
**LOCATION:** Winnebago County  
415 Jackson Street  
Oshkosh, WI 54901

**TELEPHONE:** 236-4777

## **2016 ACCOMPLISHMENTS:**

1. Completed audit of cash handling procedures and implemented some suggestions made.
2. Transitioned to municipal collection of taxes directly to the county tax system.
3. Completing RFP for banking services.
4. Completing RFP for armored carrier service.
5. Worked with other county departments on the use of MUNIS for receipting and streamlining processes.
6. Serve as the 2<sup>nd</sup> Vice President of WCCO (Wisconsin County Constitutional Officers).
7. Attended seminars and continuing education classes. Speakers include the Department of Revenue, Department of Natural Resources, Financial Advisors, Attorneys, and others that are essential to the duties of the Treasurers Office functions.

## **2017 GOALS & OBJECTIVES:**

1. Digitize paper tax rolls to electronic searchable format.
2. Move office to new location in the County Administration Building.
3. Continue to discover more efficiencies within Transcendent Technologies (tax system) and MUNIS (financial system).
4. Continue attending continuing education classes and seminars.
5. Continue to look for ways to streamline and automate office functions
6. Be responsive to the needs of the citizens of Winnebago County and provide efficient and courteous service.

# TREASURER

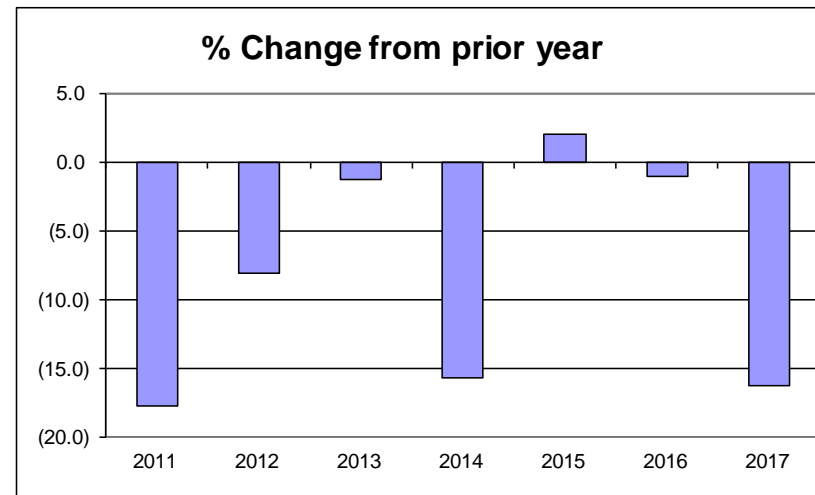
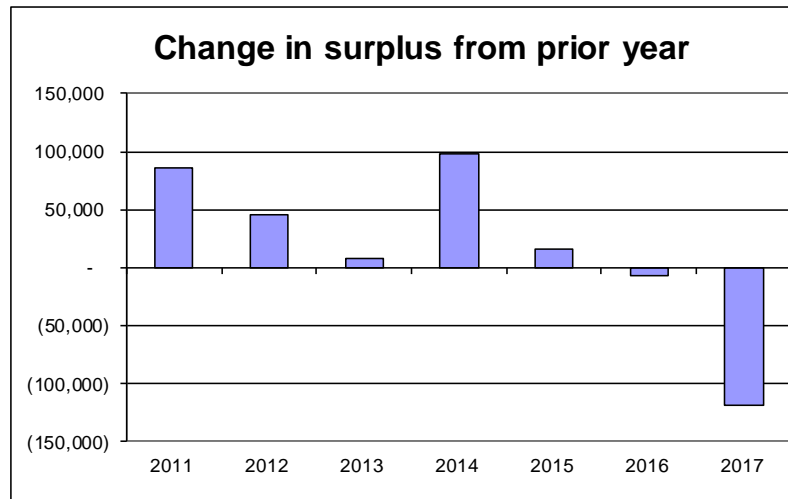
## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	4	4	4	4	4	4	4	4	4	4
Part Time	1	1	1	0	0	0	0	0	0	0
Total	5	5	5	4	4	4	4	4	4	4

There is no change to the staffing table for 2017.

**COUNTY LEVY:** The Treasurer's office has more revenues than expenditures. As such, there is no tax levy for this operation. The excess of revenues over expenditures for 2017 is projected to be \$611,452, a decrease of \$118,252 or 16.2% over 2016. This surplus is used to reduce the overall tax levy for the County. The majority of the reduction in surplus comes from a decrease in interest on taxes because delinquent taxes have decreased.





## SIGNIFICANT CHANGES FROM 2016 ADOPTED - County Treasurer

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ (729,704)</b>	
<b>Revenue Changes - impact on levy:</b>		
Interest on Taxes	125,000	Delinquent taxes have decreased, thus decreasing the interest on delinquent taxes being received.
Search Notice Fees	6,600	The number of properties eligible for foreclosure has decreased, thus the amount of Search & Notice Fees has decreased.
<b>Expense Changes - impact on levy:</b>		
Health Insurance	5,690	Increase in health insurance premiums as forecasted by Human Resources, with the additional change in one staff going from an Employee +1 plan to a family plan.
Publish Legal Notices	(6,000)	Decrease in the number of properties eligible for foreclosure, thus decreasing the cost of publishing.
Tax Deed Expense	(5,000)	Decrease based on fewer tax deed (foreclosure) properties.
Security Service	(7,000)	Decrease due to switching from an armored courier to a bonded courier.
<b>Other small changes</b>	<b>(1,038)</b>	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ (611,452)</b>	

# **Financial Summary** **County Treasurer**

<b>Items</b>	<b>2016 7-Month Actual</b>	<b>2016 12-Month Estimate</b>	<b>2016 Adopted Budget</b>	<b>2016 Adjusted Budget</b>	<b>2017 Adopted Budget</b>
Total Revenues	451,060	1,035,800	1,131,800	1,131,800	1,001,200
Labor	156,168	271,131	271,131	271,131	282,000
Travel	1,035	1,365	1,415	1,415	1,366
Capital	-	-	-	-	-
Other Expenditures	56,455	119,950	129,550	129,550	106,382
Total Expenditures	213,658	392,446	402,096	402,096	389,748
Levy			(729,704)		(611,452)

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 009 - Treasurer</b>									
<b>Revenue</b>									
<b>Taxes:</b>									
Interest on Taxes	41002	1,468,600	1,151,499	929,453	1,050,000	925,000	925,000	925,000	-11.90%
<b>Taxes Subtotal:</b>		<b>1,468,600</b>	<b>1,151,499</b>	<b>929,453</b>	<b>1,050,000</b>	<b>925,000</b>	<b>925,000</b>	<b>925,000</b>	<b>-11.90%</b>
<b>Public Services:</b>									
Other Fees	45002	5,225	10,834	11,832	10,000	11,000	11,000	11,000	10.00%
Forms Copies Etc	45003	282	599	545	500	500	500	500	0.00%
Search Notice Fees	45008	9,200	34,600	26,200	25,000	18,400	18,400	18,400	-26.40%
<b>Public Services Subtotal:</b>		<b>14,707</b>	<b>46,033</b>	<b>38,577</b>	<b>35,500</b>	<b>29,900</b>	<b>29,900</b>	<b>29,900</b>	<b>-15.77%</b>
<b>Interfund Revenue:</b>									
Professional Services	63002	7,000	9,000	8,304	8,300	8,300	8,300	8,300	0.00%
<b>Interfund Revenue Subtotal:</b>		<b>7,000</b>	<b>9,000</b>	<b>8,304</b>	<b>8,300</b>	<b>8,300</b>	<b>8,300</b>	<b>8,300</b>	<b>0.00%</b>
<b>Total Operating Revenue:</b>		<b>1,490,307</b>	<b>1,206,532</b>	<b>976,334</b>	<b>1,093,800</b>	<b>963,200</b>	<b>963,200</b>	<b>963,200</b>	<b>-11.94%</b>
<b>Misc Revenues:</b>									
Sale Of Tax Deeds Gain Loss	48103	31,263	53,672	246,896	35,000	35,000	35,000	35,000	0.00%
Other Miscellaneous Revenues	48109	6,352	4,160	2,708	3,000	3,000	3,000	3,000	0.00%
<b>Misc Revenues Subtotal:</b>		<b>37,615</b>	<b>57,832</b>	<b>249,604</b>	<b>38,000</b>	<b>38,000</b>	<b>38,000</b>	<b>38,000</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>37,615</b>	<b>57,832</b>	<b>249,604</b>	<b>38,000</b>	<b>38,000</b>	<b>38,000</b>	<b>38,000</b>	<b>0.00%</b>
<b>Revenue Total:</b>		<b>1,527,922</b>	<b>1,264,364</b>	<b>1,225,937</b>	<b>1,131,800</b>	<b>1,001,200</b>	<b>1,001,200</b>	<b>1,001,200</b>	<b>-11.54%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 009 - Treasurer</b>									
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	183,561	172,590	175,137	181,966	186,748	186,748	186,748	2.63%
Overtime	51105	0	0	0	0	60	60	60	100.00%
Other Per Diem	51107	273	214	196	150	150	150	150	0.00%
Comp Time	51108	500	126	84	0	0	0	0	0.00%
<b>Wages Subtotal:</b>		<b>184,333</b>	<b>172,930</b>	<b>175,417</b>	<b>182,116</b>	<b>186,958</b>	<b>186,958</b>	<b>186,958</b>	<b>2.66%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	13,485	12,655	12,714	13,928	14,291	14,291	14,291	2.61%
Health Insurance	51201	52,565	47,719	58,577	57,762	63,452	63,452	63,452	9.85%
Dental Insurance	51202	2,043	2,937	3,262	3,262	3,261	3,261	3,261	-0.03%
Workers Compensation	51203	604	176	460	156	289	289	289	85.26%
WI Retirement	51206	12,412	12,608	12,239	12,888	12,703	12,703	12,703	-1.44%
Fringe Benefits Other	51207	1,038	1,042	1,198	1,019	1,046	1,046	1,046	2.65%
<b>Fringes Benefits Subtotal:</b>		<b>82,147</b>	<b>77,136</b>	<b>88,450</b>	<b>89,015</b>	<b>95,042</b>	<b>95,042</b>	<b>95,042</b>	<b>6.77%</b>
<b>Total Labor:</b>		<b>266,479</b>	<b>250,066</b>	<b>263,867</b>	<b>271,131</b>	<b>282,000</b>	<b>282,000</b>	<b>282,000</b>	<b>4.01%</b>
<b>Travel:</b>									
Registration Tuition	52001	310	300	300	325	325	325	325	0.00%
Automobile Allowance	52002	436	278	389	420	349	349	349	-16.90%
Lodging	52006	658	350	666	670	692	692	692	3.28%
<b>Travel Subtotal:</b>		<b>1,404</b>	<b>928</b>	<b>1,355</b>	<b>1,415</b>	<b>1,366</b>	<b>1,366</b>	<b>1,366</b>	<b>-3.46%</b>
<b>Total Travel:</b>		<b>1,404</b>	<b>928</b>	<b>1,355</b>	<b>1,415</b>	<b>1,366</b>	<b>1,366</b>	<b>1,366</b>	<b>-3.46%</b>

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 009 - Treasurer</b>									
<b>Office:</b>									
Office Supplies	53000	694	604	292	500	500	500	500	0.00%
Stationery and Forms	53001	2,938	2,290	2,183	2,000	2,000	2,000	2,000	0.00%
Printing Supplies	53002	827	988	1,112	1,000	750	750	750	-25.00%
Postage and Box Rent	53004	1,301	4,218	3,121	4,500	3,500	3,500	3,500	-22.22%
Computer Software	53006	2,300	1,800	0	0	0	0	0	0.00%
Telephone	53008	275	373	477	600	600	600	600	0.00%
Long Distance	53011	0	0	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>8,335</b>	<b>10,274</b>	<b>7,184</b>	<b>8,600</b>	<b>7,350</b>	<b>7,350</b>	<b>7,350</b>	<b>-14.53%</b>
<b>Operating:</b>									
Membership Dues	53502	100	100	100	100	100	100	100	0.00%
Publish Legal Notices	53503	14,861	21,219	22,077	20,000	14,000	14,000	14,000	-30.00%
Small Equipment	53522	68	0	0	0	0	0	0	0.00%
Legal Fees	53530	105	323	127	250	150	150	150	-40.00%
Tax Deed Expense	53531	18,093	18,707	31,162	20,000	15,000	15,000	15,000	-25.00%
Other Operating Supplies	53533	0	3	0	0	0	0	0	0.00%
Operating Licenses Fees	53553	0	20	0	40	0	0	0	-100.00%
Other Miscellaneous	53568	0	(0)	(0)	0	0	0	0	0.00%
Small Equipment Technology	53580	0	0	798	0	0	0	0	0.00%
Print Duplicate	73003	4,136	2,497	4,894	5,000	4,000	4,000	4,000	-20.00%
Postage and Box Rent	73004	16,823	12,901	11,277	12,000	12,000	12,000	12,000	0.00%
<b>Operating Subtotal:</b>		<b>54,186</b>	<b>55,770</b>	<b>70,434</b>	<b>57,390</b>	<b>45,250</b>	<b>45,250</b>	<b>45,250</b>	<b>-21.15%</b>
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	218	183	0	0	0	0	0	0.00%
Equipment Repairs	74029	429	429	429	429	429	429	429	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>647</b>	<b>612</b>	<b>429</b>	<b>429</b>	<b>429</b>	<b>429</b>	<b>429</b>	<b>0.00%</b>
<b>Contractual Services:</b>									
Accounting Auditing	55012	43,832	37,806	37,232	38,000	38,000	38,000	38,000	0.00%
Professional Service	55014	1,833	2,361	1,026	2,000	1,500	1,500	1,500	-25.00%
Abstractor Services	55018	0	13,260	8,690	8,000	6,000	6,000	6,000	-25.00%
Security Service	55028	11,229	11,671	10,933	12,000	10,000	5,000	5,000	-58.33%
Other Contract Services	75030	120	60	60	60	60	60	60	0.00%
<b>Contractual Services Subtotal:</b>		<b>57,014</b>	<b>65,159</b>	<b>57,941</b>	<b>60,060</b>	<b>55,560</b>	<b>50,560</b>	<b>50,560</b>	<b>-15.82%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 009 - Treasurer</b>									
<b>Insurance Expenses:</b>									
Prop Liab Insurance	56000	0	20	0	40	0	0	0	-100.00%
Prop Liab Insurance	76000	3,024	2,988	2,796	3,031	2,793	2,793	2,793	-7.85%
<b>Insurance Expenses Subtotal:</b>		<b>3,024</b>	<b>3,008</b>	<b>2,796</b>	<b>3,071</b>	<b>2,793</b>	<b>2,793</b>	<b>2,793</b>	<b>-9.05%</b>
<b>Total Other Operating:</b>		<b>123,207</b>	<b>134,822</b>	<b>138,783</b>	<b>129,550</b>	<b>111,382</b>	<b>106,382</b>	<b>106,382</b>	<b>-17.88%</b>
<b>Expense Total:</b>		<b>391,091</b>	<b>385,815</b>	<b>404,005</b>	<b>402,096</b>	<b>394,748</b>	<b>389,748</b>	<b>389,748</b>	<b>-3.07%</b>
<b>Treasurer Net/(Levy):</b>		<b>1,136,831</b>	<b>878,549</b>	<b>821,932</b>	<b>729,704</b>	<b>606,452</b>	<b>611,452</b>	<b>611,452</b>	<b>-16.21%</b>

# HUMAN RESOURCES & PAYROLL

General Fund – Organization: 1012  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: Michael Collard  
LOCATION: Winnebago County  
112 Otter Avenue  
Oshkosh, WI 54901

TELEPHONE: 232-3460

## MISSION STATEMENT:

The Winnebago County Human Resources Department strives to provide effective and responsible human resources and labor relations services to other County departments through a comprehensive human resource program.

## PROGRAM DESCRIPTION:

**RECRUITMENT** Coordinates position refill requests, recruits and advertises for open positions, collects and screens job applications, interviews and tests candidates for positions, assists department managers in hiring decisions, and issues offer letters.

**COMPENSATION ADMINISTRATION** Designs and administers compensation plans for represented and non-represented employees in all County departments.

**BUDGETS** Prepares labor cost estimates for the annual budget, updates tables of organization for County departments, reviews new position requests, and projects costs for health and dental coverage.

**LABOR RELATIONS** Negotiates, interprets, and administers collective bargaining agreements in accordance with collective bargaining laws; processes grievances and work rule reviews.

**ORGANIZATIONAL STUDIES** Performs organizational studies for departments as needed to determine if changes can be made to gain operating efficiencies.

**BENEFITS ADMINISTRATION** Administers group health plans, retirement program, social security, disability, deferred compensation, flexible benefits, retirement system contributions, and life insurance.

**TRAINING** Performs orientation sessions for new employees, coordinates the County's safety training program, collaborates on management training and ongoing group training programs on various topics.

**PAYROLL PROCESSING** Prepares payrolls, generates checks and maintain payroll records in accordance with State, Federal, and Internal Revenue Service requirements.

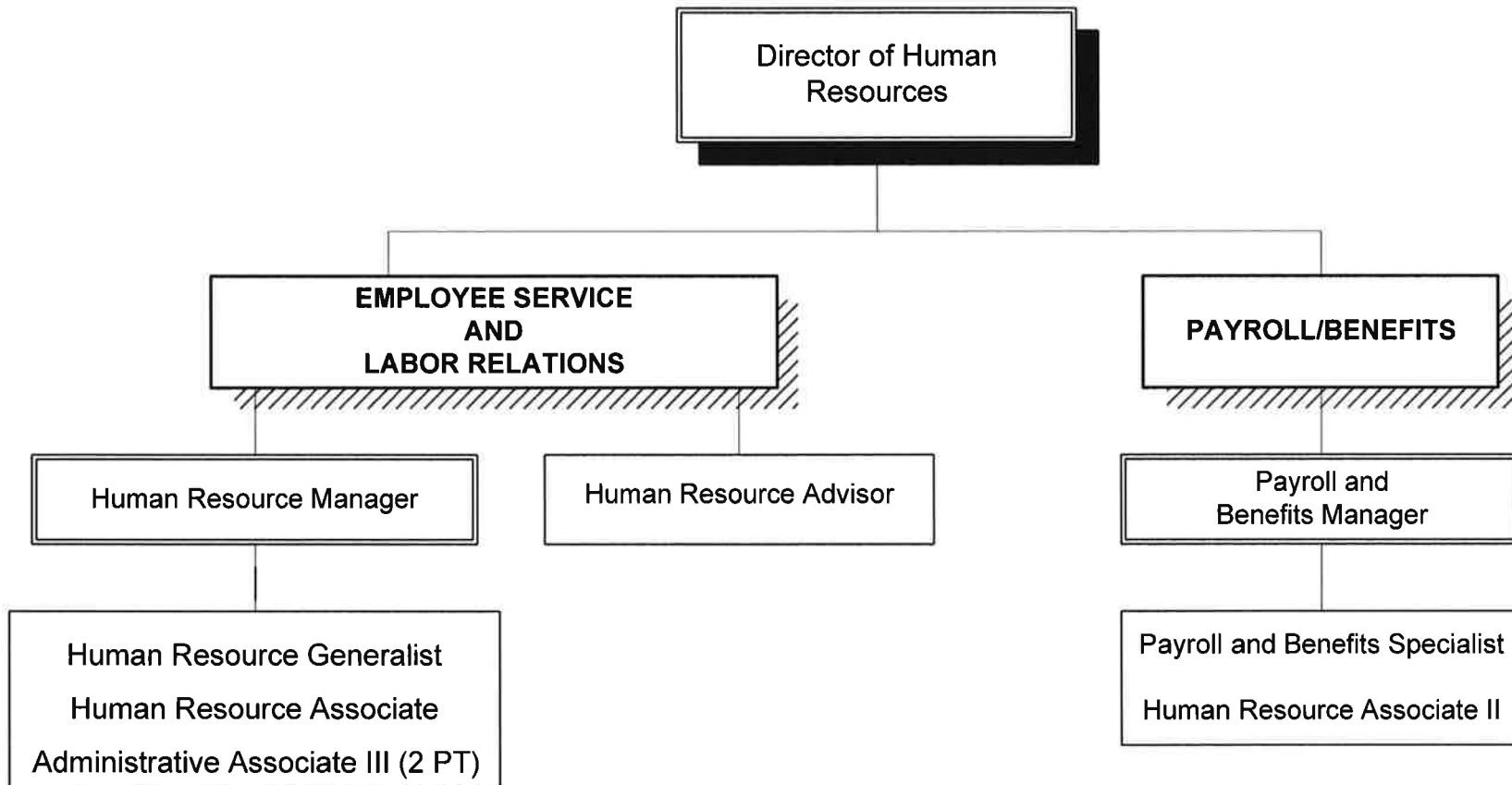
**PAYROLL REPORTING** Prepares labor distribution reports and Federal and State Payroll Tax reports.

**WORKERS COMPENSATION** Manages self-funded program including budgeting, claims processing and payment approval, case management and litigation management through third-party partner.

**SAFETY** Oversees administration of county-wide safety and safety training programs.



# HUMAN RESOURCES



# **HUMAN RESOURCES & PAYROLL**

**General Fund – Division: 012  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Michael Collard  
**LOCATION:** Winnebago County  
112 Otter Avenue  
Oshkosh, WI 54901

**TELEPHONE: 232-3466**

## **2016 ACCOMPLISHMENTS:**

- 1. Negotiated and obtained ratification on favorable terms of a successor collective bargaining agreement with the Winnebago County Deputies' Association covering 2016 through 2018.**
- 2. Implemented the Merit Pay Plan by calculating and assigning merit pay increases for 2016 to all regular County employees.**
- 3. Worked with McGrath and Associates to complete a comprehensive study of the County's compensation systems and to develop recommendations for changes.**
- 4. Proposed and obtained County Board approval of a new compensation schedule and pay plan, consolidating 17 former pay schedules into one and assigning County positions to one of 22 new pay grades, resulting in a much more coherent and consistent compensation system. Developed and obtained approval of a plan to fully implement the new system over three years, in order to reduce budget impact, without creating additional internal pay inequities.**
- 5. Updated and revised employee performance evaluation forms for 2016 and provided training for supervisors.**
- 6. Responded to new regulations governing exemptions under the Fair Labor Standards Act, incorporating the new standards into the compensation schedule, and developed an implementation plan to assure compliance with new regulation.**
- 7. Provided improved training opportunities for managers in supervisory skills and related areas.**
- 8. Assisted many departments with temporary help requests, new position descriptions, and proposed changes in tables of organization.**
- 9. During the first five months of 2016 alone, recruited and brought on board a total of 99 new employees in all categories and processed 60 employee terminations.**

**2017 GOALS & OBJECTIVES:**

- 1. Implement new compensation plan in an equitable manner and consistent with the County's best interests.**
- 2. Improve the County's abilities to respond to changing labor markets and increased employee turnover.**
- 3. Provide more in-depth orientation for new employees.**
- 4. Improve service provided to other departments in addressing employee performance problems and performing investigations when needed.**
- 5. Analyze employee retirement trends and improve succession planning in departments.**
- 6. Complete review of pay rules and propose and implement a more consistent set of pay rules governing all non-union employee groups.**
- 7. Take measures to reduce or control costs for employee health insurance.**

# HUMAN RESOURCES & PAYROLL

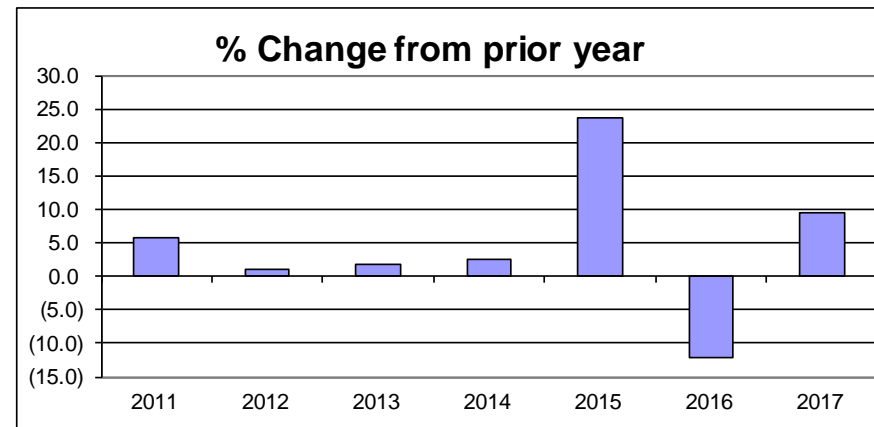
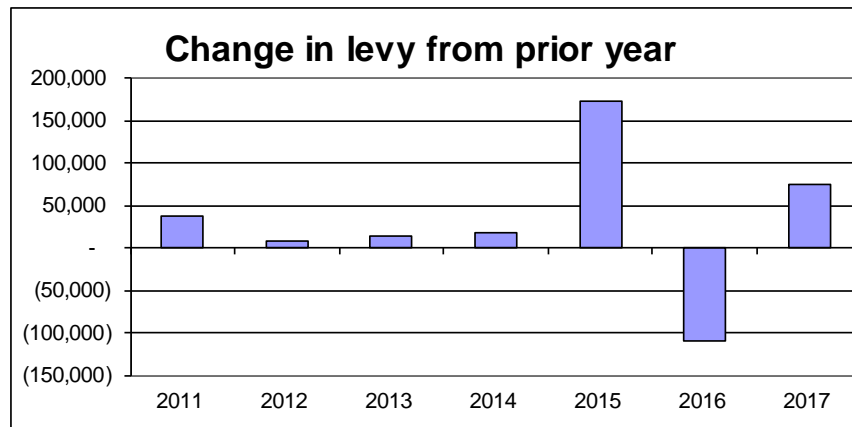
## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	10	10	9	8	8	7	7	7	7	8
Part Time	0	0	0	0	0	2	2	2	2	2
Total	10	10	9	8	8	9	9	9	9	10

The changes in the 2017 department staffing can be found within the Table of Organization of Classified Positions schedule found in the Overview section of the budget book. Another schedule in that section shows the fiscal impact of the position changes. One new full time Human Resource Generalist position was added.

**COUNTY LEVY:** The tax levy for 2017 is \$863,855, an increase of \$75,577 or 9.6% from 2016. The increase in levy comes mostly from the addition of the Human Resource Generalist position.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Human Resources (includes Employee Health & Wellness)

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 788,278</b>	
<b>Revenue Changes - impact on levy:</b>		
None	-	
<b>Expense Changes - impact on levy:</b>		
Regular Pay	58,075	Increase based on a new position to handle increase in demand for Human Resource services. Without new position, increase would be 2%.
FICA Medicare	4,442	Increase based on a new position (see above).
Health Insurance	30,144	Increase in health insurance premiums as forecasted by Human Resources and the addition of a new position.
WI Retirement	4,903	Increase based on a new position (see above).
Medical Supplies	(14,180)	Decrease due to flu shots now being paid by Group Health Trust. Last year were budgeted in the Employee Health & Wellness budget.
Professional Services	(5,348)	Decrease based on reducing filling fees by \$1,000, training expenses by \$2,000 and legal expenses by \$2,000. This is all done to stay within the levy limits.
<b>Other small changes</b>	<b>(2,459)</b>	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ 863,855</b>	

**Financial Summary**  
**Human Resources/Payroll/Employee Health & Wellness**

<b>Items</b>	<b>2016 7-Month Actual</b>	<b>2016 12-Month Estimate</b>	<b>2016 Adopted Budget</b>	<b>2016 Adjusted Budget</b>	<b>2017 Adopted Budget</b>
Total Revenues	6,534	19,522	13,025	13,025	15,025
Labor	379,571	656,522	656,088	656,088	755,483
Travel	1,291	2,582	3,296	3,296	2,990
Capital	-	-	-	-	-
Other Expenditures	66,963	120,396	141,919	141,919	120,407
Total Expenditures	447,825	779,500	801,303	801,303	878,880
Levy			788,278		863,855

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 012 - Human Resources</b>									
<b>Revenue</b>									
<b>Public Services:</b>									
Forms Copies Etc	45003	33	13	167	25	25	25	25	0.00%
Donations	45034	800	0	0	0	0	0	0	0.00%
Other Public Charges	45057	0	700	1,000	0	0	0	0	0.00%
<b>Public Services Subtotal:</b>		<b>833</b>	<b>713</b>	<b>1,167</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>0.00%</b>
<b>Interfund Revenue:</b>									
Professional Services	63002	26,000	26,004	12,996	13,000	15,000	15,000	15,000	15.38%
<b>Interfund Revenue Subtotal:</b>		<b>26,000</b>	<b>26,004</b>	<b>12,996</b>	<b>13,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15.38%</b>
<b>Total Operating Revenue:</b>		<b>26,833</b>	<b>26,717</b>	<b>14,163</b>	<b>13,025</b>	<b>15,025</b>	<b>15,025</b>	<b>15,025</b>	<b>15.36%</b>
<b>Misc Revenues:</b>									
Other Miscellaneous Revenues	48109	0	130	1,721	0	0	0	0	0.00%
<b>Misc Revenues Subtotal:</b>		<b>0</b>	<b>130</b>	<b>1,721</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>0</b>	<b>130</b>	<b>1,721</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Revenue Total:</b>		<b>26,833</b>	<b>26,847</b>	<b>15,884</b>	<b>13,025</b>	<b>15,025</b>	<b>15,025</b>	<b>15,025</b>	<b>15.36%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	453,940	461,773	470,726	477,524	535,599	535,599	535,599	12.16%
<b>Wages Subtotal:</b>		<b>453,940</b>	<b>461,773</b>	<b>470,726</b>	<b>477,524</b>	<b>535,599</b>	<b>535,599</b>	<b>535,599</b>	<b>12.16%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 012 - Human Resources</b>									
<b>Fringes Benefits:</b>									
FICA Medicare	51200	32,980	33,392	34,230	36,531	40,973	40,973	40,973	12.16%
Health Insurance	51201	96,451	98,397	103,680	100,288	130,432	130,432	130,432	30.06%
Dental Insurance	51202	6,776	7,202	7,320	7,143	8,229	8,229	8,229	15.20%
Workers Compensation	51203	1,381	490	801	411	831	831	831	102.19%
WI Retirement	51206	29,592	32,281	31,602	31,517	36,420	36,420	36,420	15.56%
Fringe Benefits Other	51207	2,252	3,692	3,195	2,674	2,999	2,999	2,999	12.15%
<b>Fringes Benefits Subtotal:</b>		<b>169,433</b>	<b>175,453</b>	<b>180,828</b>	<b>178,564</b>	<b>219,884</b>	<b>219,884</b>	<b>219,884</b>	<b>23.14%</b>
<b>Total Labor:</b>		<b>623,373</b>	<b>637,226</b>	<b>651,555</b>	<b>656,088</b>	<b>755,483</b>	<b>755,483</b>	<b>755,483</b>	<b>15.15%</b>
<b>Travel:</b>									
Registration Tuition	52001	360	685	375	1,050	900	900	900	-14.29%
Automobile Allowance	52002	1,293	1,190	1,087	1,450	1,350	1,350	1,350	-6.90%
Meals	52005	0	18	0	140	100	100	100	-28.57%
Lodging	52006	280	350	234	656	640	640	640	-2.44%
<b>Travel Subtotal:</b>		<b>1,933</b>	<b>2,243</b>	<b>1,696</b>	<b>3,296</b>	<b>2,990</b>	<b>2,990</b>	<b>2,990</b>	<b>-9.28%</b>
<b>Total Travel:</b>		<b>1,933</b>	<b>2,243</b>	<b>1,696</b>	<b>3,296</b>	<b>2,990</b>	<b>2,990</b>	<b>2,990</b>	<b>-9.28%</b>
<b>Office:</b>									
Office Supplies	53000	1,071	1,197	1,704	1,800	1,700	1,700	1,700	-5.56%
Stationery and Forms	53001	1,356	1,195	1,307	450	450	450	450	0.00%
Printing Supplies	53002	1,132	956	1,609	2,200	1,500	1,500	1,500	-31.82%
Print Duplicate	53003	0	3,976	0	0	0	0	0	0.00%
Postage and Box Rent	53004	25	129	189	200	200	200	200	0.00%
Computer Software	53006	0	0	295	0	0	0	0	0.00%
Telephone	53008	660	1,032	1,079	1,500	1,500	1,500	1,500	0.00%
Long Distance	53011	0	34	0	0	0	0	0	0.00%
Wireless	53012	403	194	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>4,647</b>	<b>8,713</b>	<b>6,182</b>	<b>6,150</b>	<b>5,350</b>	<b>5,350</b>	<b>5,350</b>	<b>-13.01%</b>



**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 012 - Human Resources</b>									
<b>Operating:</b>									
Advertising	53500	4,404	5,605	6,514	8,500	9,000	9,000	9,000	5.88%
Subscriptions	53501	353	224	226	500	400	400	400	-20.00%
Membership Dues	53502	55	349	369	1,035	750	750	750	-27.54%
Education Training	53513	0	7,037	5,439	0	0	0	0	0.00%
Small Equipment	53522	156	12	6	300	300	300	300	0.00%
Medical Supplies	53524	0	13,322	15,984	15,050	870	870	870	-94.22%
Operating Licenses Fees	53553	0	0	0	0	40	40	40	100.00%
Print Duplicate	73003	6,777	5,833	7,325	5,500	5,500	5,500	5,500	0.00%
Postage and Box Rent	73004	5,343	5,232	4,868	5,000	5,000	5,000	5,000	0.00%
<b>Operating Subtotal:</b>		<b>17,089</b>	<b>37,615</b>	<b>40,731</b>	<b>35,885</b>	<b>21,860</b>	<b>21,860</b>	<b>21,860</b>	<b>-39.08%</b>
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	524	438	0	400	0	0	0	-100.00%
Equipment Repairs	54029	824	78	165	825	825	825	825	0.00%
Equipment Repairs	74029	594	561	561	594	594	594	594	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>1,942</b>	<b>1,077</b>	<b>726</b>	<b>1,819</b>	<b>1,419</b>	<b>1,419</b>	<b>1,419</b>	<b>-21.99%</b>
<b>Contractual Services:</b>									
Medical and Dental	55000	2,455	1,566	3,300	2,500	4,000	4,000	4,000	60.00%
Data Processing	55013	36,371	35,213	40,029	47,889	45,780	45,780	45,780	-4.40%
Professional Service	55014	11,451	24,131	29,088	44,641	39,293	39,293	39,293	-11.98%
Health Assessments	55074	0	106,723	1,000	0	0	0	0	0.00%
<b>Contractual Services Subtotal:</b>		<b>50,277</b>	<b>167,633</b>	<b>73,418</b>	<b>95,030</b>	<b>89,073</b>	<b>89,073</b>	<b>89,073</b>	<b>-6.27%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	2,172	2,100	2,292	3,035	2,705	2,705	2,705	-10.87%
<b>Insurance Expenses Subtotal:</b>		<b>2,172</b>	<b>2,100</b>	<b>2,292</b>	<b>3,035</b>	<b>2,705</b>	<b>2,705</b>	<b>2,705</b>	<b>-10.87%</b>
<b>Total Other Operating:</b>		<b>76,127</b>	<b>217,138</b>	<b>123,349</b>	<b>141,919</b>	<b>120,407</b>	<b>120,407</b>	<b>120,407</b>	<b>-15.16%</b>
<b>Expense Total:</b>		<b>701,433</b>	<b>856,608</b>	<b>776,600</b>	<b>801,303</b>	<b>878,880</b>	<b>878,880</b>	<b>878,880</b>	<b>9.68%</b>
<b>Human Resources Net/(Levy):</b>		<b>(674,600)</b>	<b>(829,760)</b>	<b>(760,715)</b>	<b>(788,278)</b>	<b>(863,855)</b>	<b>(863,855)</b>	<b>(863,855)</b>	<b>9.59%</b>

# WORKERS COMPENSATION FUND

## 2017 BUDGET NARRATIVE HIGHLIGHTS

The County self insures for workers compensation and it is accounted for through an internal service fund. An internal service fund is used to account for the financing of goods or services provided by one department to other departments on a cost-reimbursement basis.

### **FUND MANAGEMENT:**

The fund is managed jointly by the Human Resources Director and Finance Director. The Human Resources Department administers claims. The Finance Department administers the general finances and reviews fund reserves for propriety. Other functions such as purchase of stop-loss insurance, aggregate and deductible limits for the fund are reviewed jointly.

### **SUMMARY OF ACTIVITY 2017:**

The fund shows a budget deficit for 2017 of \$175,576, a decrease of \$270,282, or 60.6% under 2016. Funds are maintained to handle any unexpected large claims that we may have to pay up to our stop loss amount. The stop loss for this fund is \$500,000 per occurrence, at which time our excess insurance takes over. We have been trying to maintain enough in fund reserves to cover several unanticipated large losses in a single year. The balance is currently higher than we feel is necessary so we are budgeting a deficit this year.

A fund balance roll forward schedule can be viewed in the Overview section of the budget book. It is listed as Fund Projections in the table of contents.

## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Workers Comp Insurance

Significant changes from 2016	Effect on Budget	Effect on Surplus	Total	
2016 Budgeted Surplus (Deficit)			\$ (445,858)	
Significant changes to revenues:				
Account	Incr/(Decr) Revenue			Description
Insurance Charges	344,737	344,737		Increase due to drawing down fund balance in previous years.
Interest Investments	(10,212)	(10,212)		Decrease to match 2016 projected, based on actual results for first half of 2016.
<b>Total revenue changes</b>	<b>344,737</b>			
Significant changes to expenses:				
Account	Incr/(Decr) Expense			Description
Professional Services	(8,600)	8,600		Decrease due to amount included for actuarial study in 2016 not needed in 2017.
Administration Fee	5,000	(5,000)		Adjusted to reflect recent experience. Actual amounts are volatile and dependent on the types of claims received. Bill review services result in substantially greater reduction in claims expense.
Stop Loss Insurance Premium	31,082	(31,082)		A very high (over budget) premium increase was experienced for 2016 and another very high increase is expected for 2017. The reinsurance market has become extremely unfavorable.
Claim Payments	35,000	(35,000)		Claim amounts are very volatile, adjusted to reflect trend based on experience.
<b>Other small changes</b>	<b>1,761</b>	<b>(1,761)</b>		This is a combination of small increases and decreases to revenue and expense accounts.
<b>Total expense changes</b>	<b>67,843</b>			
2017 Budgeted Surplus (Deficit)			\$ (175,576)	

## Financial Summary

### Workers Compensation Insurance

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	215,273	368,577	355,405	355,812	689,930
Labor	21,425	37,058	36,998	36,998	38,334
Travel	20	345	500	500	450
Capital	-	-	-	-	-
Other Expenditures	531,688	795,797	763,765	763,765	826,722
Total Expenditures	553,133	833,200	801,263	801,263	865,506
Levy Before Fund Balance Adjustment			445,858		175,576
Decrease fund balance			(445,858)		(175,576)
Net Levy After Fund Balance Adjustment			-		-

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 630 - Workers Comp Insurance</b>									
<b>Revenue</b>									
<b>Interfund Revenue:</b>									
Insurance Charges	63001	1,140,405	347,357	347,095	320,273	665,010	665,010	665,010	107.64%
<b>Interfund Revenue Subtotal:</b>		<b>1,140,405</b>	<b>347,357</b>	<b>347,095</b>	<b>320,273</b>	<b>665,010</b>	<b>665,010</b>	<b>665,010</b>	<b>107.64%</b>
<b>Total Operating Revenue:</b>		<b>1,140,405</b>	<b>347,357</b>	<b>347,095</b>	<b>320,273</b>	<b>665,010</b>	<b>665,010</b>	<b>665,010</b>	<b>107.64%</b>
<b>Interest:</b>									
Interest Investments	48000	37,286	35,221	34,644	35,132	24,920	24,920	24,920	-29.07%
Investment Mark to Market	48002	(53,643)	28,194	7,437	0	0	0	0	0.00%
<b>Interest Subtotal:</b>		<b>(16,357)</b>	<b>63,415</b>	<b>42,081</b>	<b>35,132</b>	<b>24,920</b>	<b>24,920</b>	<b>24,920</b>	<b>-29.07%</b>
<b>Total Non-Operating Revenue:</b>		<b>(16,357)</b>	<b>63,415</b>	<b>42,081</b>	<b>35,132</b>	<b>24,920</b>	<b>24,920</b>	<b>24,920</b>	<b>-29.07%</b>
<b>Revenue Total:</b>		<b>1,124,048</b>	<b>410,772</b>	<b>389,176</b>	<b>355,405</b>	<b>689,930</b>	<b>689,930</b>	<b>689,930</b>	<b>94.13%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	24,443	25,237	25,805	26,257	26,804	26,804	26,804	2.08%
<b>Wages Subtotal:</b>		<b>24,443</b>	<b>25,237</b>	<b>25,805</b>	<b>26,257</b>	<b>26,804</b>	<b>26,804</b>	<b>26,804</b>	<b>2.08%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	1,789	1,848	1,889	2,009	2,051	2,051	2,051	2.09%
Health Insurance	51201	5,488	5,488	6,022	6,448	7,083	7,083	7,083	9.85%
Dental Insurance	51202	358	374	381	381	381	381	381	0.00%
Workers Compensation	51203	29	23	22	23	42	42	42	82.61%
WI Retirement	51206	1,626	1,767	1,755	1,733	1,823	1,823	1,823	5.19%
Fringe Benefits Other	51207	134	137	140	147	150	150	150	2.04%
<b>Fringes Benefits Subtotal:</b>		<b>9,424</b>	<b>9,637</b>	<b>10,209</b>	<b>10,741</b>	<b>11,530</b>	<b>11,530</b>	<b>11,530</b>	<b>7.35%</b>
<b>Total Labor:</b>		<b>33,867</b>	<b>34,875</b>	<b>36,014</b>	<b>36,998</b>	<b>38,334</b>	<b>38,334</b>	<b>38,334</b>	<b>3.61%</b>
<b>Travel:</b>									

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 630 - Workers Comp Insurance</b>									
Registration Tuition	52001	0	20	20	300	300	300	300	0.00%
Automobile Allowance	52002	0	156	148	200	150	150	150	-25.00%
<b>Travel Subtotal:</b>		<b>0</b>	<b>176</b>	<b>168</b>	<b>500</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>-10.00%</b>
<b>Total Travel:</b>		<b>0</b>	<b>176</b>	<b>168</b>	<b>500</b>	<b>450</b>	<b>450</b>	<b>450</b>	<b>-10.00%</b>
<b>Office:</b>									
Print Duplicate	53003	0	0	0	25	25	25	25	0.00%
<b>Office Subtotal:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>0.00%</b>
<b>Operating:</b>									
Subscriptions	53501	645	0	365	400	400	400	400	0.00%
Membership Dues	53502	120	120	120	175	150	150	150	-14.29%
Small Equipment	53522	0	0	1,202	2,100	2,100	2,100	2,100	0.00%
Medical Supplies	53524	42	0	0	800	800	800	800	0.00%
<b>Operating Subtotal:</b>		<b>807</b>	<b>120</b>	<b>1,687</b>	<b>3,475</b>	<b>3,450</b>	<b>3,450</b>	<b>3,450</b>	<b>-0.72%</b>
<b>Contractual Services:</b>									
Medical and Dental	55000	3,275	2,749	3,154	4,500	5,000	5,000	5,000	11.11%
Legal Services	55001	11,304	11,410	7,601	25,000	25,000	25,000	25,000	0.00%
Professional Service	55014	51,195	23,206	24,600	35,000	26,400	26,400	26,400	-24.57%
Management Services	55020	27,150	22,800	32,370	38,000	38,000	38,000	38,000	0.00%
Administration Fee	55037	24,566	40,138	24,212	35,000	40,000	40,000	40,000	14.29%
<b>Contractual Services Subtotal:</b>		<b>117,489</b>	<b>100,303</b>	<b>91,937</b>	<b>137,500</b>	<b>134,400</b>	<b>134,400</b>	<b>134,400</b>	<b>-2.25%</b>
<b>Insurance Expenses:</b>									
Stop Loss Insurance Premium	56001	62,375	62,338	82,201	72,765	103,847	103,847	103,847	42.72%
Claim Payments	56002	539,704	593,879	969,470	550,000	585,000	585,000	585,000	6.36%
Insurance Recoveries	56003	(10,822)	(54,217)	(3,398)	0	0	0	0	0.00%
<b>Insurance Expenses Subtotal:</b>		<b>591,257</b>	<b>602,000</b>	<b>1,048,273</b>	<b>622,765</b>	<b>688,847</b>	<b>688,847</b>	<b>688,847</b>	<b>10.61%</b>
<b>Total Other Operating:</b>		<b>709,553</b>	<b>702,422</b>	<b>1,141,897</b>	<b>763,765</b>	<b>826,722</b>	<b>826,722</b>	<b>826,722</b>	<b>8.24%</b>
<b>Expense Total:</b>		<b>743,420</b>	<b>737,473</b>	<b>1,178,078</b>	<b>801,263</b>	<b>865,506</b>	<b>865,506</b>	<b>865,506</b>	<b>8.02%</b>
<b>Workers Comp Insurance Net Surplus/(Deficit):</b>		<b>380,628</b>	<b>(326,701)</b>	<b>(788,902)</b>	<b>(445,858)</b>	<b>(175,576)</b>	<b>(175,576)</b>	<b>(175,576)</b>	<b>-60.62%</b>

Note: a deficit will result in a draw down of fund balance. A surplus will increase the ending fund balance.

# SELF FUNDED HEALTH INSURANCE

## 2017 BUDGET NARRATIVE HIGHLIGHTS

The County Human Resources Department is responsible for overseeing the activity of this fund.

There is no direct tax levy for this function. The fund charges County departments premiums which in turn are reflected in the tax levy of each department. Employees also pay a share which is reflected as income to this department.

This fund was created in 2000 to account for the new self-funded health insurance. It was later discontinued when better health insurance options were available. The fund is being started up again for 2017 due to changes in the health insurance market which we believe makes this option better for the County.

The County has purchased stop loss insurance, which takes over when medical expenses for an individual exceed \$250,000 in a plan year.

Premiums are charged to departments based on employees enrolled in the program. Those premiums are included in each departments budgeted fringe benefit expense for the year.

The plan is administered by a third party administrator so there is no County staff assigned solely to this activity.

We are budgeting a deficit for 2017 because we don't have access to enough claims history and we want to budget on the conservative side. Claims could end up coming in lower reducing the projected deficit for 2017.

Our actual claims experience will determine if additional changes to plan design or employee insurance premiums are required over time.

### **FUND BALANCE:**

The fund balance remaining from the previous self funded health insurance plan is roughly \$2.5 million. The balance could potentially drop based on information above.

## Financial Summary Self Funded Health Insurance

Items	2016 8-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	159,889	264,000	-	264,000	16,113,547
Labor	-	-	-	-	-
Travel	-	-	-	-	-
Capital	-	-	-	-	-
Other Expenditures	1,070,042	1,179,000	-	1,179,000	16,915,270
Total Expenditures	1,070,042	1,179,000	-	1,179,000	16,915,270
Levy Before Adjustments			-	915,000	801,723
Decrease fund balance			-	(915,000)	(801,723)
Net Levy After Adjustments			-	-	-



**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 650 - Health Insurance Self Funded</b>									
<b>Revenue</b>									
<b>Public Services:</b>									
Program Fees	45055	0	0	186,879	0	0	0	0	0.00%
Insurance Charges	45067	0	0	0	0	1,930,626	1,930,626	1,930,626	100.00%
<b>Public Services Subtotal:</b>		<b>0</b>	<b>0</b>	<b>186,879</b>	<b>0</b>	<b>1,930,626</b>	<b>1,930,626</b>	<b>1,930,626</b>	<b>100.00%</b>
<b>Interfund Revenue:</b>									
Insurance Charges	63001	0	0	0	0	14,157,921	14,157,921	14,157,921	100.00%
<b>Interfund Revenue Subtotal:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>14,157,921</b>	<b>14,157,921</b>	<b>14,157,921</b>	<b>100.00%</b>
<b>Total Operating Revenue:</b>		<b>0</b>	<b>0</b>	<b>186,879</b>	<b>0</b>	<b>16,088,547</b>	<b>16,088,547</b>	<b>16,088,547</b>	<b>100.00%</b>
<b>Interest:</b>									
Interest Investments	48000	28,471	25,212	27,375	0	25,000	25,000	25,000	100.00%
Investment Mark to Market	48002	(40,962)	20,182	5,877	0	0	0	0	0.00%
<b>Interest Subtotal:</b>		<b>(12,490)</b>	<b>45,394</b>	<b>33,252</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>100.00%</b>
<b>Misc Revenues:</b>									
Other Miscellaneous Revenues	48109	3,272	2,179	0	0	0	0	0	0.00%
<b>Misc Revenues Subtotal:</b>		<b>3,272</b>	<b>2,179</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>(9,218)</b>	<b>47,573</b>	<b>33,252</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>100.00%</b>
<b>Revenue Total:</b>		<b>(9,218)</b>	<b>47,573</b>	<b>220,132</b>	<b>0</b>	<b>16,113,547</b>	<b>16,113,547</b>	<b>16,113,547</b>	<b>100.00%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 650 - Health Insurance Self Funded</b>									
<b>Expense</b>									
<b>Contractual Services:</b>									
Other Contract Serv	55030	0	0	0	0	2,115	2,115	2,115	100.00%
Administration Fee	55037	79,406	0	0	0	430,888	430,888	430,888	100.00%
Consulting Services	55201	0	0	0	0	102,300	102,300	102,300	100.00%
Clinic Expense	55203	0	0	0	0	259,326	259,326	259,326	100.00%
Health Risk Assessments	55205	0	0	0	0	90,000	90,000	90,000	100.00%
Employee Wellness	55207	0	0	0	0	10,000	10,000	10,000	100.00%
<b>Contractual Services Subtotal:</b>		<b>79,406</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>894,629</b>	<b>894,629</b>	<b>894,629</b>	<b>100.00%</b>
<b>Insurance Expenses:</b>									
Stop Loss Insurance Premium	56001	0	0	0	0	743,117	743,117	743,117	100.00%
Claim Payments	56002	(293,569)	0	186,879	0	15,277,524	15,277,524	15,277,524	100.00%
<b>Insurance Expenses Subtotal:</b>		<b>(293,569)</b>	<b>0</b>	<b>186,879</b>	<b>0</b>	<b>16,020,641</b>	<b>16,020,641</b>	<b>16,020,641</b>	<b>100.00%</b>
<b>Total Other Operating:</b>		<b>(214,163)</b>	<b>0</b>	<b>186,879</b>	<b>0</b>	<b>16,915,270</b>	<b>16,915,270</b>	<b>16,915,270</b>	<b>100.00%</b>
<b>Expense Total:</b>		<b>(214,163)</b>	<b>0</b>	<b>186,879</b>	<b>0</b>	<b>16,915,270</b>	<b>16,915,270</b>	<b>16,915,270</b>	<b>100.00%</b>
<b>Health Insurance Self Funded Surplus/(Deficit):</b>		<b>204,945</b>	<b>47,573</b>	<b>33,252</b>	<b>0</b>	<b>(801,723)</b>	<b>(801,723)</b>	<b>(801,723)</b>	<b>100.00%</b>

# **SELF FUNDED DENTAL INSURANCE**

## **2017 BUDGET NARRATIVE HIGHLIGHTS**

The County Human Resources Department is responsible for overseeing the activity of this fund.

Premiums are charged to departments based on employees enrolled in the program. Those premiums are included in each departments budgeted fringe benefit expense for the year. Premiums are also collected from employees as payroll deductions for the employee share.

The plan is administered by a third party administrator so there are no County staff assigned solely to this activity.

### **Summary of Fund Activity:**

The fund has been budgeted to create neither a surplus nor deficit for 2017.

A fund balance roll forward schedule can be viewed in the Overview section of the budget book. It is listed as Fund Projections in the table of contents.

## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Self Funded Dental Insurance

Significant changes from 2016	Effect on Budget	Effect on Surplus	Total	
2016 Budgeted Surplus (Deficit)			\$ -	
Significant changes to revenues:				
Account	Incr/(Decr) Revenue			Description
Insurance Charges	12,364	12,364		Increase to be more consistent with history.
Insurance Charges - interfund	(24,845)	(24,845)		Decrease to be more consistent with history.
Total revenue changes	(12,481)			
Significant changes to expenses:				
Account	Incr/(Decr) Expense			Description
Administration Fee	(8,061)	8,061		Decrease to be more consistent with history.
Other small changes	(4,420)	4,420		This is a combination of small increases and decreases to revenue and expense accounts.
Total expense changes	(12,481)			
2017 Budgeted Surplus (Deficit)			\$ -	

## Financial Summary

### Self Funded Dental Insurance

<b>Items</b>	<b>2016 7-Month Actual</b>	<b>2016 12-Month Estimate</b>	<b>2016 Adopted Budget</b>	<b>2016 Adjusted Budget</b>	<b>2017 Adopted Budget</b>
Total Revenues	506,631	869,708	881,177	881,177	869,708
Labor	-	-	-	-	-
Travel	-	-	-	-	-
Capital	-	-	-	-	-
Other Expenditures	488,265	869,138	881,177	881,177	869,708
Total Expenditures	488,265	869,138	881,177	881,177	869,708
Levy			-		-

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 660 - Dental Insurance Self Funded</b>									
<b>Revenue</b>									
<b>Public Services:</b>									
Insurance Charges	45067	104,209	112,402	117,289	108,196	120,560	120,560	120,560	11.43%
<b>Public Services Subtotal:</b>		<b>104,209</b>	<b>112,402</b>	<b>117,289</b>	<b>108,196</b>	<b>120,560</b>	<b>120,560</b>	<b>120,560</b>	<b>11.43%</b>
<b>Interfund Revenue:</b>									
Insurance Charges	63001	662,848	736,905	747,257	771,481	746,636	746,636	746,636	-3.22%
<b>Interfund Revenue Subtotal:</b>		<b>662,848</b>	<b>736,905</b>	<b>747,257</b>	<b>771,481</b>	<b>746,636</b>	<b>746,636</b>	<b>746,636</b>	<b>-3.22%</b>
<b>Total Operating Revenue:</b>		<b>767,058</b>	<b>849,307</b>	<b>864,545</b>	<b>879,677</b>	<b>867,196</b>	<b>867,196</b>	<b>867,196</b>	<b>-1.42%</b>
<b>Interest:</b>									
Interest Investments	48000	1,805	2,056	2,831	1,500	2,512	2,512	2,512	67.47%
Investment Mark to Market	48002	(2,597)	1,646	608	0	0	0	0	0.00%
<b>Interest Subtotal:</b>		<b>(792)</b>	<b>3,702</b>	<b>3,439</b>	<b>1,500</b>	<b>2,512</b>	<b>2,512</b>	<b>2,512</b>	<b>67.47%</b>
<b>Total Non-Operating Revenue:</b>		<b>(792)</b>	<b>3,702</b>	<b>3,439</b>	<b>1,500</b>	<b>2,512</b>	<b>2,512</b>	<b>2,512</b>	<b>67.47%</b>
<b>Revenue Total:</b>		<b>766,266</b>	<b>853,010</b>	<b>867,985</b>	<b>881,177</b>	<b>869,708</b>	<b>869,708</b>	<b>869,708</b>	<b>-1.30%</b>
<b>Expense</b>									
<b>Contractual Services:</b>									
Administration Fee	55037	44,070	46,767	47,058	55,925	47,864	47,864	47,864	-14.41%
<b>Contractual Services Subtotal:</b>		<b>44,070</b>	<b>46,767</b>	<b>47,058</b>	<b>55,925</b>	<b>47,864</b>	<b>47,864</b>	<b>47,864</b>	<b>-14.41%</b>
<b>Insurance Expenses:</b>									
Claim Payments	56002	689,332	718,311	766,850	825,252	821,844	821,844	821,844	-0.41%
<b>Insurance Expenses Subtotal:</b>		<b>689,332</b>	<b>718,311</b>	<b>766,850</b>	<b>825,252</b>	<b>821,844</b>	<b>821,844</b>	<b>821,844</b>	<b>-0.41%</b>
<b>Total Other Operating:</b>		<b>733,402</b>	<b>765,078</b>	<b>813,908</b>	<b>881,177</b>	<b>869,708</b>	<b>869,708</b>	<b>869,708</b>	<b>-1.30%</b>
<b>Expense Total:</b>		<b>733,402</b>	<b>765,078</b>	<b>813,908</b>	<b>881,177</b>	<b>869,708</b>	<b>869,708</b>	<b>869,708</b>	<b>-1.30%</b>
<b>Dental Insurance Self Funded Net Surplus/(Deficit):</b>		<b>32,863</b>	<b>87,932</b>	<b>54,077</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

Note: a deficit will result in a draw down of fund balance. A surplus will increase the ending fund balance.

# FINANCE

General Fund – Division: 015  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: Charles L. Orenstein, CPA  
LOCATION: Winnebago County  
112 Otter Avenue  
Oshkosh, WI 54901

TELEPHONE: 232-3443

## MISSION STATEMENT:

To provide financial information that is both timely and useful to County management and the general public.

To procure equipment, supplies, and services for the County at the best possible quality and price.

## PROGRAM DESCRIPTION:

**ACCOUNTS PAYABLE** Receive and pay all obligations of the County. Maintain detailed records of outstanding payable balances.

**ACCOUNTS RECEIVABLE** Record all receipts of the County, prepare billings, customer and client statements, perform collections of past due accounts, and report on balances, and aging.

**FIXED ASSETS** Maintain records of all fixed assets of the County. Record depreciation of assets and record transfers and disposals of fixed assets. Maintain records and reconcile to actual assets by doing occasional fixed asset inventories.

**FINANCIAL REPORTING** Prepare monthly and annual financial reports on the County's financial position and results of operations.

**GRANT REPORTING** Prepare grant reports for various departments.

**AUDIT** Coordinate the year end audit, close the County's books, prepare all audit schedules for the auditors and prepare the County's Comprehensive Annual Financial Report.

**INTERNAL AUDIT** Perform internal audits of departments with cash handling functions.

**BUDGET** Coordinate and prepare the annual budget for the County Executive.

**BONDING** Coordinate the issuance of County debt with the financial advisors, bond counsel, and rating agency.

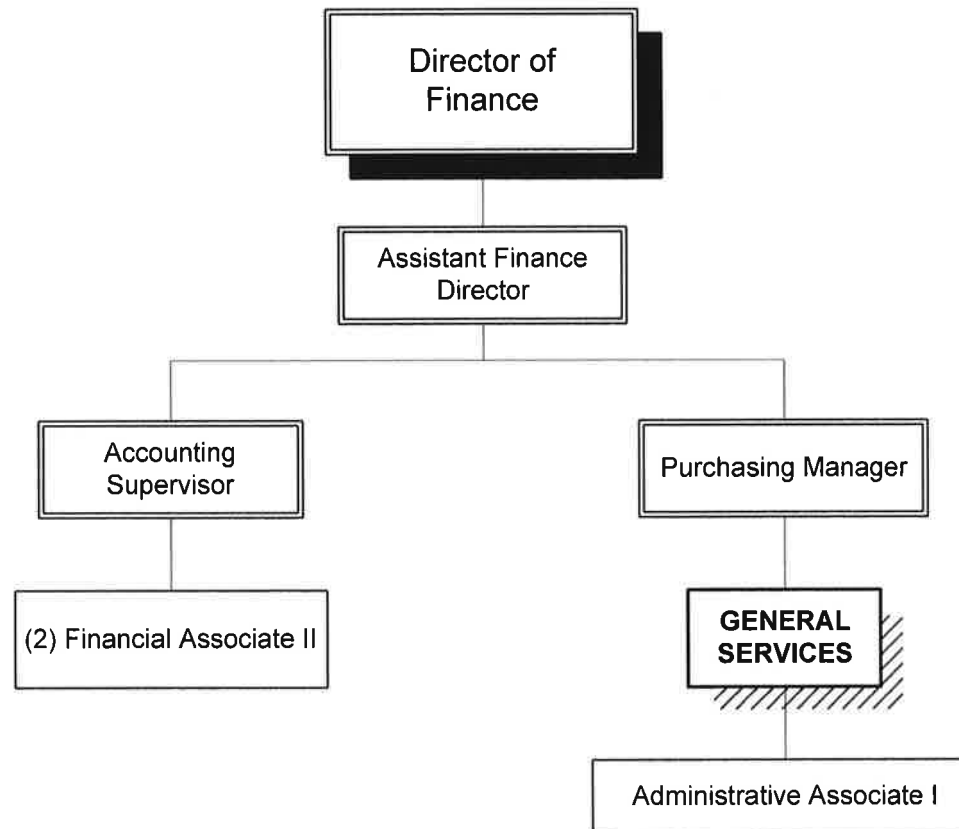
**CAPITAL IMPROVEMENTS PROGRAM** Coordinate and prepare the annual update to the County Capital Improvements - 5 Year Plan.

**PURCHASING** Coordinate the purchasing of goods, services for all County departments and construction projects. Monitor departments' purchases for compliance with County requirements and provide technical assistance to departments regarding all purchasing matters.

**INVESTMENTS** Invest all County funds ensuring minimum risk and maturity, as funds are needed.



# FINANCE



# **FINANCE**

## **General Fund – Division: 015 2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Charles L. Orenstein, CPA  
**LOCATION:** Winnebago County  
112 Otter Avenue  
Oshkosh, WI 54901

**TELEPHONE:** 232-3443

### **2016 ACCOMPLISHMENTS:**

1. Obtained an unqualified opinion on our 2015 CAFR.
2. Saw the completion of an internal audit we contracted out. The audit was done for the following departments: Sheriff, Clerk of Courts, Treasurer, Park View Health Center and Human Services. Weaknesses that were identified have been resolved.
3. Updated the County's capital improvements plan and distributed to county board supervisors and departments.
4. Changed the way we record "purchasing card" transactions so that when doing lookups of information in the system, you are able to go directly to the individual purchase, rather than having to open up a purchasing card log and search for the information. This saves time in locating invoices and other documents that support charges on the general ledger.

### **2017 GOALS & OBJECTIVES:**

1. Obtain training on the Munis (financial software) Labor Projections component and use for 2018 budget.
2. To perform our departments programs in a timely, accurate and efficient manor.
3. Complete the annual update of the Capital Improvements Plan and deliver to the County Board by the February 2017 meeting.

# FINANCE

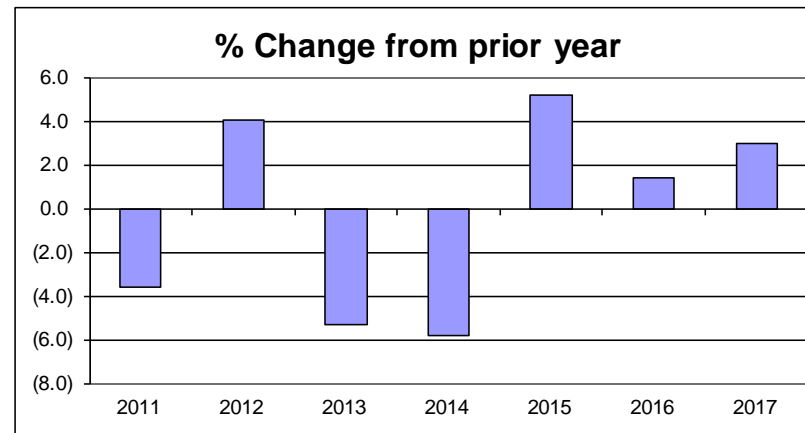
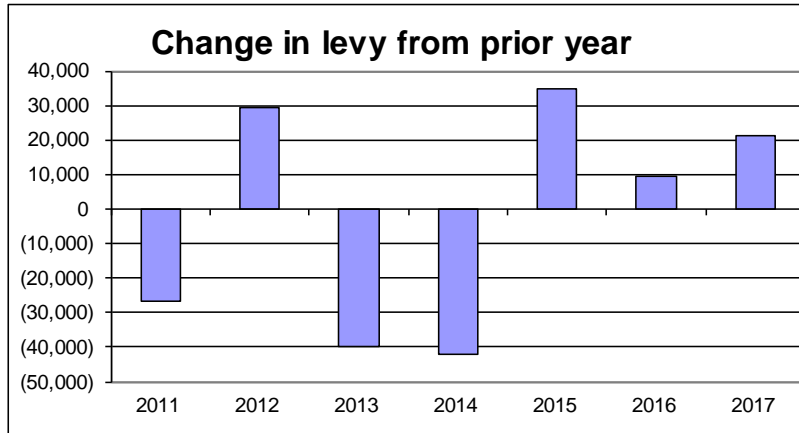
## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	8	8	8	7	7	6	6	6	6	6
Part Time	0	0	0	1	1	1	0	0	0	0
Total	8	8	8	8	8	7	6	6	6	6

There is no change to the staffing table for 2017.

**COUNTY LEVY:** The tax levy for 2017 is \$742,936, an increase of \$21,567 or 3.0% over 2016. There are no significant changes.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Finance

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 721,369</b>	
<b>Revenue Changes - impact on levy:</b>		
Financial Services	10,000	Decrease due to these services being over budgeted in 2016.
<b>Expense Changes - impact on levy:</b>		
Health Insurance	8,962	Increase in health insurance premiums as forecasted by Human Resources.
Accounting Auditing	(6,250)	Decrease due to no internal audits budgeted for 2017 to meet target budget goal.
<b>Other small changes</b>	<b>8,855</b>	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ 742,936</b>	

## Financial Summary Finance

<b>Items</b>	<b>2016 7-Month Actual</b>	<b>2016 12-Month Estimate</b>	<b>2016 Adopted Budget</b>	<b>2016 Adjusted Budget</b>	<b>2017 Adopted Budget</b>
Total Revenues	15,702	41,100	41,100	41,100	30,900
Labor	305,768	546,737	528,079	528,079	546,737
Travel	1,218	3,541	3,490	3,490	2,890
Capital	-	-	-	-	-
Other Expenditures	167,565	231,430	230,900	240,400	224,209
Total Expenditures	474,551	781,708	762,469	771,969	773,836
Levy			721,369		742,936

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 015 - Finance</b>									
<b>Revenue</b>									
<b>Interfund Revenue:</b>									
Professional Services	63002	9,500	9,504	5,100	5,100	4,900	4,900	4,900	-3.92%
Financial Services	65083	36,700	40,500	26,304	36,000	26,000	26,000	26,000	-27.78%
<b>Interfund Revenue Subtotal:</b>		<b>46,200</b>	<b>50,004</b>	<b>31,404</b>	<b>41,100</b>	<b>30,900</b>	<b>30,900</b>	<b>30,900</b>	<b>-24.82%</b>
<b>Total Operating Revenue:</b>									
		<b>46,200</b>	<b>50,004</b>	<b>31,404</b>	<b>41,100</b>	<b>30,900</b>	<b>30,900</b>	<b>30,900</b>	<b>-24.82%</b>
<b>Revenue Total:</b>									
		<b>46,200</b>	<b>50,004</b>	<b>31,404</b>	<b>41,100</b>	<b>30,900</b>	<b>30,900</b>	<b>30,900</b>	<b>-24.82%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	362,412	369,655	377,960	384,269	391,789	391,789	391,789	1.96%
Comp Time	51108	19	0	0	0	0	0	0	0.00%
<b>Wages Subtotal:</b>		<b>362,430</b>	<b>369,655</b>	<b>377,960</b>	<b>384,269</b>	<b>391,789</b>	<b>391,789</b>	<b>391,789</b>	<b>1.96%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	26,741	27,379	27,778	29,397	29,972	29,972	29,972	1.96%
Health Insurance	51201	75,291	77,253	82,845	81,003	89,965	89,965	89,965	11.06%
Dental Insurance	51202	5,116	5,467	5,566	5,566	5,566	5,566	5,566	0.00%
Workers Compensation	51203	1,064	376	547	331	608	608	608	83.69%
WI Retirement	51206	24,067	25,853	25,474	25,361	26,642	26,642	26,642	5.05%
Fringe Benefits Other	51207	2,345	2,532	2,689	2,152	2,195	2,195	2,195	2.00%
<b>Fringes Benefits Subtotal:</b>		<b>134,624</b>	<b>138,859</b>	<b>144,899</b>	<b>143,810</b>	<b>154,948</b>	<b>154,948</b>	<b>154,948</b>	<b>7.74%</b>
<b>Total Labor:</b>									
		<b>497,055</b>	<b>508,514</b>	<b>522,859</b>	<b>528,079</b>	<b>546,737</b>	<b>546,737</b>	<b>546,737</b>	<b>3.53%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 015 - Finance</b>									
<b>Travel:</b>									
Registration Tuition	52001	980	1,455	933	750	750	750	750	0.00%
Automobile Allowance	52002	661	519	1,009	1,175	1,050	1,050	1,050	-10.64%
Commercial Travel	52004	384	357	0	0	0	0	0	0.00%
Meals	52005	116	73	51	365	170	170	170	-53.42%
Lodging	52006	1,495	929	242	1,100	820	820	820	-25.45%
Other Travel Exp	52007	85	95	12	0	0	0	0	0.00%
Taxable Meals	52008	0	52	65	100	100	100	100	0.00%
<b>Travel Subtotal:</b>		<b>3,720</b>	<b>3,480</b>	<b>2,311</b>	<b>3,490</b>	<b>2,890</b>	<b>2,890</b>	<b>2,890</b>	<b>-17.19%</b>
<b>Total Travel:</b>		<b>3,720</b>	<b>3,480</b>	<b>2,311</b>	<b>3,490</b>	<b>2,890</b>	<b>2,890</b>	<b>2,890</b>	<b>-17.19%</b>
<b>Office:</b>									
Office Supplies	53000	136	173	389	220	330	330	330	50.00%
Stationery and Forms	53001	1,463	1,420	1,314	1,260	1,375	1,375	1,375	9.13%
Printing Supplies	53002	280	287	292	300	300	300	300	0.00%
Postage and Box Rent	53004	17	20	22	40	40	40	40	0.00%
Computer Software	53006	225	674	10	0	0	0	0	0.00%
Telephone	53008	605	717	773	775	790	790	790	1.94%
Long Distance	53011	0	67	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>2,726</b>	<b>3,360</b>	<b>2,799</b>	<b>2,595</b>	<b>2,835</b>	<b>2,835</b>	<b>2,835</b>	<b>9.25%</b>
<b>Operating:</b>									
Subscriptions	53501	1,348	535	588	600	600	600	600	0.00%
Membership Dues	53502	485	1,298	1,526	1,275	1,285	1,285	1,285	0.78%
Publish Legal Notices	53503	1,291	1,358	1,541	1,450	1,650	1,650	1,650	13.79%
Household Supplies	53516	9	10	10	0	20	20	20	100.00%
Food	53520	0	1	0	0	0	0	0	0.00%
Small Equipment	53522	166	0	25	0	100	100	100	100.00%
Operating Licenses Fees	53553	164	0	82	0	80	80	80	100.00%
Other Miscellaneous	53568	39	0	11	0	0	0	0	0.00%
Small Equipment Technology	53580	0	0	1,027	0	0	0	0	0.00%
Print Duplicate	73003	5,773	4,719	4,198	5,000	4,500	4,500	4,500	-10.00%
Postage and Box Rent	73004	2,066	2,083	2,110	2,200	2,200	2,200	2,200	0.00%
<b>Operating Subtotal:</b>		<b>11,341</b>	<b>10,003</b>	<b>11,119</b>	<b>10,525</b>	<b>10,435</b>	<b>10,435</b>	<b>10,435</b>	<b>-0.86%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 015 - Finance</b>									
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	480	402	0	450	0	0	0	-100.00%
Equipment Repairs	54029	0	0	0	100	0	0	0	-100.00%
Equipment Repairs	74029	528	528	396	396	396	396	396	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>1,008</b>	<b>930</b>	<b>396</b>	<b>946</b>	<b>396</b>	<b>396</b>	<b>396</b>	<b>-58.14%</b>
<b>Contractual Services:</b>									
Accounting Auditing	55012	92,350	84,350	94,950	108,850	102,600	102,600	102,600	-5.74%
Data Processing	55013	87,021	93,243	92,331	101,075	102,796	102,796	102,796	1.70%
Professional Service	55014	0	553	0	500	500	500	500	0.00%
Collection Services	55015	3,828	2,808	2,032	4,000	2,000	2,000	2,000	-50.00%
<b>Contractual Services Subtotal:</b>		<b>183,199</b>	<b>180,954</b>	<b>189,313</b>	<b>214,425</b>	<b>207,896</b>	<b>207,896</b>	<b>207,896</b>	<b>-3.04%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	2,268	2,220	2,388	2,409	2,647	2,647	2,647	9.88%
<b>Insurance Expenses Subtotal:</b>		<b>2,268</b>	<b>2,220</b>	<b>2,388</b>	<b>2,409</b>	<b>2,647</b>	<b>2,647</b>	<b>2,647</b>	<b>9.88%</b>
<b>Total Other Operating:</b>		<b>200,542</b>	<b>197,466</b>	<b>206,015</b>	<b>230,900</b>	<b>224,209</b>	<b>224,209</b>	<b>224,209</b>	<b>-2.90%</b>
<b>Expense Total:</b>		<b>701,317</b>	<b>709,460</b>	<b>731,185</b>	<b>762,469</b>	<b>773,836</b>	<b>773,836</b>	<b>773,836</b>	<b>1.49%</b>
<b>Finance Net/(Levy):</b>		<b>(655,117)</b>	<b>(659,456)</b>	<b>(699,781)</b>	<b>(721,369)</b>	<b>(742,936)</b>	<b>(742,936)</b>	<b>(742,936)</b>	<b>2.99%</b>



# GENERAL SERVICES

General Services Fund: 620  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: Charles L. Orenstein, CPA  
LOCATION: Winnebago County  
112 Otter Avenue  
Oshkosh, Wisconsin 54901

TELEPHONE: 232-3443

## MISSION STATEMENT:

To provide quality centralized printing and mail services to other County departments in a timely and cost effective manner.

## PROGRAM DESCRIPTION:

**PRINTING:** Provides large volume professional printing services to County departments at a competitive price and maintains an inventory of paper for use by departments within the County.

**MAILROOM:** Process County departments' incoming and outgoing letters and packages.

# **GENERAL SERVICES**

**General Services Fund: 620  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Charles L. Orenstein, CPA  
**LOCATION:** Winnebago County  
112 Otter Avenue  
Oshkosh, WI 54901

**TELEPHONE:** 232-3443

## **2016 ACCOMPLISHMENTS:**

1. Provided quality printing and mail service to County departments in a cost-effective manner.
2. Began the sale of postage stamps for County and personal use.
3. Able to reduce the price of copy paper provided to departments by 10%

## **2017 GOALS & OBJECTIVES:**

1. To continue to promote the printing capabilities of the department to eliminate outsourcing of print jobs.
2. To continue to work with departments to maximize savings on postage.
3. To reevaluate the pricing structure for printing jobs and make adjustments as necessary.

# GENERAL SERVICES

## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	2	2	2	2	2	2	2	1	1	1
Part Time	0	0	0	0	0	0	0	0	0	0
Total	2	2	2	2	2	2	2	1	1	1

There is no change to the staffing table for 2017.

**COUNTY LEVY:** The General Services Fund is a proprietary activity and as such, generally operates with very little or no tax levy. Most of the department's costs are charged back to user departments. We are expecting to run a surplus for 2017 of \$5,625. The surplus for 2016 was budgeted at \$30,916. We have had the need to budget surpluses because the fund had a negative fund balance for a few years and it is necessary to maintain a positive balance in this fund. The majority of the reduction in surplus comes from decreases in revenues for forms and copies due to lower costs charged on copiers and less print jobs being done.

## SIGNIFICANT CHANGES FROM 2016 ADOPTED - General Services

Significant changes from 2016	Effect on Budget	Effect on Surplus	Total	
2016 Budgeted Surplus (Deficit)			\$ 30,916	
Significant changes to revenues:				
Account	Incr/(Decr) Revenue			Description
Form Copies Etc.	(15,000)	(15,000)		Decrease based on lower costs charged on Canon copiers.
Photocopy Revenue	(3,000)	(3,000)		Decrease based on a reduction in print jobs being sent to General Services.
<b>Total revenue changes</b>	<b>(18,000)</b>			
Significant changes to expenses:				
Account	Incr/(Decr) Expense			Description
Other Contracted Services	5,800	(5,800)		Increase based on a higher cost to meter mail than just pre-sort.
<b>Other small changes</b>	<b>1,491</b>	<b>(1,491)</b>		This is a combination of small increases and decreases to revenue and expense accounts.
<b>Total expense changes</b>	<b>7,291</b>			
2017 Budgeted Surplus (Deficit)			\$ 5,625	

## Financial Summary General Services

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	246,375	451,060	452,960	453,380	435,700
Labor	29,407	52,313	51,790	51,790	53,284
Travel	-	-	-	-	-
Capital	-	-	-	-	-
Other Expenditures	208,755	374,206	370,254	370,254	376,791
Total Expenditures	238,162	426,519	422,044	422,044	430,075
Levy Before Adjustments			(30,916)		(5,625)
Increase fund balance			30,916		5,625
Net Levy After Adjustments			-		-

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 620 - General Services</b>									
<b>Revenue</b>									
<b>Public Services:</b>									
Offset Revenue	45013	3,316	1,113	2,565	2,000	2,500	2,500	2,500	25.00%
<b>Public Services Subtotal:</b>		<b>3,316</b>	<b>1,113</b>	<b>2,565</b>	<b>2,000</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>25.00%</b>
<b>Intergov Services:</b>									
Mail Service Revenue	43003	6,528	6,211	4,499	5,000	4,500	4,500	4,500	-10.00%
<b>Intergov Services Subtotal:</b>		<b>6,528</b>	<b>6,211</b>	<b>4,499</b>	<b>5,000</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>	<b>-10.00%</b>
<b>Interfund Revenue:</b>									
Forms Copies Etc	65003	221,699	200,203	227,330	204,000	189,000	189,000	189,000	-7.35%
Photocopy Revenue	65014	55,089	49,906	45,311	52,000	49,000	49,000	49,000	-5.77%
Mail Service Revenue	65015	195,835	192,086	191,910	189,000	190,000	190,000	190,000	0.53%
DP Services	65085	500	504	960	960	700	700	700	-27.08%
<b>Interfund Revenue Subtotal:</b>		<b>473,122</b>	<b>442,699</b>	<b>465,511</b>	<b>445,960</b>	<b>428,700</b>	<b>428,700</b>	<b>428,700</b>	<b>-3.87%</b>
<b>Total Operating Revenue:</b>		<b>482,966</b>	<b>450,022</b>	<b>472,575</b>	<b>452,960</b>	<b>435,700</b>	<b>435,700</b>	<b>435,700</b>	<b>-3.81%</b>
<b>Interest:</b>									
Interest Investments	48000	0	0	57	0	0	0	0	0.00%
Investment Mark to Market	48002	0	0	12	0	0	0	0	0.00%
<b>Interest Subtotal:</b>		<b>0</b>	<b>0</b>	<b>70</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Transfers In:</b>									
Other Transfers In	49501	0	9,000	0	0	0	0	0	0.00%
<b>Transfers In Subtotal:</b>		<b>0</b>	<b>9,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>0</b>	<b>9,000</b>	<b>70</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Revenue Total:</b>		<b>482,966</b>	<b>459,022</b>	<b>472,645</b>	<b>452,960</b>	<b>435,700</b>	<b>435,700</b>	<b>435,700</b>	<b>-3.81%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 620 - General Services</b>									
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	66,265	48,792	37,824	38,961	39,750	39,750	39,750	2.03%
Temporary Employees	51101	3,056	0	0	0	0	0	0	0.00%
Comp Time	51108	101	18	9	0	0	0	0	0.00%
Payroll Sundry Account	51190	0	1,568	0	0	0	0	0	0.00%
<b>Wages Subtotal:</b>		<b>69,422</b>	<b>50,378</b>	<b>37,833</b>	<b>38,961</b>	<b>39,750</b>	<b>39,750</b>	<b>39,750</b>	<b>2.03%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	4,836	3,729	2,807	2,997	3,040	3,040	3,040	1.43%
Health Insurance	51201	18,296	12,713	6,997	6,655	7,271	7,271	7,271	9.26%
Dental Insurance	51202	1,350	786	348	348	348	348	348	0.00%
Workers Compensation	51203	252	21	159	34	61	61	61	79.41%
Unemployment Comp	51204	0	1,203	0	0	0	0	0	0.00%
Compensated Absences Expense	51205	3,322	(3,810)	170	0	0	0	0	0.00%
WI Retirement	51206	4,365	3,569	2,443	2,575	2,595	2,595	2,595	0.78%
Fringe Benefits Other	51207	2,016	1,012	987	220	219	219	219	-0.45%
<b>Fringes Benefits Subtotal:</b>		<b>34,437</b>	<b>19,223</b>	<b>13,911</b>	<b>12,829</b>	<b>13,534</b>	<b>13,534</b>	<b>13,534</b>	<b>5.50%</b>
<b>Total Labor:</b>		<b>103,859</b>	<b>69,601</b>	<b>51,744</b>	<b>51,790</b>	<b>53,284</b>	<b>53,284</b>	<b>53,284</b>	<b>2.88%</b>
<b>Travel:</b>									
Automobile Allowance	52002	86	54	0	0	0	0	0	0.00%
<b>Travel Subtotal:</b>		<b>86</b>	<b>54</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Travel:</b>		<b>86</b>	<b>54</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 620 - General Services</b>									
<b>Office:</b>									
Office Supplies	53000	2,529	324	610	400	500	500	500	25.00%
Printing Supplies	53002	11,689	1,880	12	8,000	9,000	9,000	9,000	12.50%
Postage and Box Rent	53004	168,083	162,440	167,199	165,000	167,000	167,000	167,000	1.21%
Telephone	53008	540	450	378	450	450	450	450	0.00%
Long Distance	53011	0	0	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>182,842</b>	<b>165,095</b>	<b>168,200</b>	<b>173,850</b>	<b>176,950</b>	<b>176,950</b>	<b>176,950</b>	<b>1.78%</b>
<b>Operating:</b>									
Small Equipment	53522	0	1,079	0	0	0	0	0	0.00%
Equipment Rental	53551	210,970	190,110	158,359	156,000	154,000	154,000	154,000	-1.28%
Other Miscellaneous	53568	0	54	0	0	0	0	0	0.00%
<b>Operating Subtotal:</b>		<b>210,970</b>	<b>191,243</b>	<b>158,359</b>	<b>156,000</b>	<b>154,000</b>	<b>154,000</b>	<b>154,000</b>	<b>-1.28%</b>
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	218	214	114	460	270	270	270	-41.30%
Equipment Repairs	54029	512	959	0	0	0	0	0	0.00%
Equipment Repairs	74029	66	66	33	33	33	33	33	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>796</b>	<b>1,238</b>	<b>147</b>	<b>493</b>	<b>303</b>	<b>303</b>	<b>303</b>	<b>-38.54%</b>
<b>Contractual Services:</b>									
Other Contract Serv	55030	26,618	33,711	40,485	38,200	44,000	44,000	44,000	15.18%
<b>Contractual Services Subtotal:</b>		<b>26,618</b>	<b>33,711</b>	<b>40,485</b>	<b>38,200</b>	<b>44,000</b>	<b>44,000</b>	<b>44,000</b>	<b>15.18%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	1,668	1,632	1,764	1,711	1,538	1,538	1,538	-10.11%
<b>Insurance Expenses Subtotal:</b>		<b>1,668</b>	<b>1,632</b>	<b>1,764</b>	<b>1,711</b>	<b>1,538</b>	<b>1,538</b>	<b>1,538</b>	<b>-10.11%</b>
<b>Total Other Operating:</b>		<b>422,894</b>	<b>392,919</b>	<b>368,955</b>	<b>370,254</b>	<b>376,791</b>	<b>376,791</b>	<b>376,791</b>	<b>1.77%</b>
<b>Expense Total:</b>		<b>526,839</b>	<b>462,574</b>	<b>420,699</b>	<b>422,044</b>	<b>430,075</b>	<b>430,075</b>	<b>430,075</b>	<b>1.90%</b>
<b>General Services Net Surplus/(Deficit):</b>		<b>(43,873)</b>	<b>(3,552)</b>	<b>51,946</b>	<b>30,916</b>	<b>5,625</b>	<b>5,625</b>	<b>5,625</b>	<b>-81.81%</b>

Note: a deficit will result in a draw down of fund balance. A surplus will increase the ending fund balance.



# **PROPERTY AND LIABILITY INSURANCE FUND**

**Property and Liability Fund: 640  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Charles L. Orenstein, CPA  
**LOCATION:** Winnebago County  
112 Otter Avenue  
Oshkosh, Wisconsin 54901

**TELEPHONE:** 232-3443

## **MISSION STATEMENT:**

To provide adequate property and liability coverage to all County departments. To act as a source to pay property and liability losses, deductibles, and self-insured exposures.

## **PROGRAM DESCRIPTION:**

Insurance is purchased from various outside insurance agencies to cover things such as buildings, contents, mobile equipment, certain motor vehicles, builders risk, comprehensive liability, errors and omissions and other coverage's. Premiums are charged back to County departments. Losses are processed through this department. Different deductible limits are set for various types of losses. Deductible payments are made through this department and get charged back to user departments as additional insurance charges. All departments are charged for a portion of the deductibles based on their loss histories. The staff in this department follows up on losses and obtains funds from the damaging party's insurance companies (called subrogation) where possible.

# **PROPERTY AND LIABILITY INSURANCE FUND**

## **2017 BUDGET NARRATIVE HIGHLIGHTS**

Winnebago County along with the majority of other Wisconsin counties participates in WCMIC, a risk-sharing pool, for its liability insurance. Premiums are paid to WCMIC annually, there is a \$100,000 deductible per incident with a policy limit of \$10,000,000 per occurrence. This insurance covers general liability, personal injury liability, automobile liability, law enforcement liability and public official errors and omission liability. Dividends by policy year, if available, are based on profit of the entity. The County also self-insures for some miscellaneous items through this fund. This is an internal service fund and as such pays all of the related insurance expenses directly from this fund and in turn charges all departments a "premium" for this coverage which is recognized as revenue in this fund.

Property insurance is purchased through various companies for the different facilities. Again, premiums are charged back to the various departments covered by the policies. Departments are also charged back for a portion of deductible payments based on past history and projections of current year expenses.

The fund is managed by the Finance Department. Claims covered by the liability insurance program are handled by WCMIC. All self-insured claims are handled by the Finance Department.

### **SUMMARY OF 2017 ACTIVITY:**

Insurance purchased from the outside to cover the County changed in 2016 where the County has changed the property insurance coverage to FM Global. Insurance coverage for 2017 will remain the same as it was in 2016. Claim payments are projected to remain relatively stable as will insurance recoveries. However, these are difficult to forecast. A fund balance roll forward schedule can be viewed in the Overview section of the budget book. It is listed as Fund Projections in the table of contents.

## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Property & Liability Insurance

Significant changes from 2016	Effect on Budget	Effect on Surplus	Total	
2016 Budgeted Surplus (Deficit)			\$ (3,500)	
Significant changes to revenues:				
Account	Incr/(Decr) Revenue			Description
Insurance Charges	(43,595)	(43,595)		Decrease based on property insurance coming in less than we had anticipated. Coincides with Property Liability Insurance expense below.
Interest Investments	3,500	3,500		Increase projected due to higher returns and larger balance in fund.
<b>Total revenue changes</b>	<b>(40,095)</b>			
Significant changes to expenses:				
Account	Incr/(Decr) Expense			Description
Property Liability Insurance	(44,051)	44,051		Decrease projected based on property insurance being lower than projected for 2016 budget.
Other small changes	491	(491)		This is a combination of small increases and decreases to revenue and expense accounts.
<b>Total expense changes</b>	<b>(43,560)</b>			
2017 Budgeted Surplus (Deficit)			\$ (35)	

## Financial Summary Property & Liability Insurance

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	609,049	1,043,340	1,043,340	1,043,560	1,003,245
Labor	13,633	24,383	23,448	23,448	24,383
Travel	-	110	112	112	68
Capital	-	-	-	-	-
Other Expenditures	417,598	893,895	1,023,280	1,023,280	978,829
Total Expenditures	431,231	918,388	1,046,840	1,046,840	1,003,280
Levy Before Adjustments			3,500		35
Decrease fund balance			(3,500)		(35)
Net Levy After Adjustments			-		-

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 640 - Prop &amp; Liability Insurance</b>									
<b>Revenue</b>									
<b>Interfund Revenue:</b>									
Insurance Charges	63001	933,780	942,780	934,260	1,038,340	994,745	994,745	994,745	-4.20%
<b>Interfund Revenue Subtotal:</b>		<b>933,780</b>	<b>942,780</b>	<b>934,260</b>	<b>1,038,340</b>	<b>994,745</b>	<b>994,745</b>	<b>994,745</b>	<b>-4.20%</b>
<b>Total Operating Revenue:</b>		<b>933,780</b>	<b>942,780</b>	<b>934,260</b>	<b>1,038,340</b>	<b>994,745</b>	<b>994,745</b>	<b>994,745</b>	<b>-4.20%</b>
<b>Interest:</b>									
Interest Investments	48000	4,860	4,798	5,780	5,000	8,500	8,500	8,500	70.00%
Investment Mark to Market	48002	(6,993)	3,840	1,241	0	0	0	0	0.00%
<b>Interest Subtotal:</b>		<b>(2,132)</b>	<b>8,638</b>	<b>7,021</b>	<b>5,000</b>	<b>8,500</b>	<b>8,500</b>	<b>8,500</b>	<b>70.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>(2,132)</b>	<b>8,638</b>	<b>7,021</b>	<b>5,000</b>	<b>8,500</b>	<b>8,500</b>	<b>8,500</b>	<b>70.00%</b>
<b>Revenue Total:</b>		<b>931,648</b>	<b>951,418</b>	<b>941,281</b>	<b>1,043,340</b>	<b>1,003,245</b>	<b>1,003,245</b>	<b>1,003,245</b>	<b>-3.84%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	16,238	16,522	16,894	17,190	17,470	17,470	17,470	1.63%
<b>Wages Subtotal:</b>		<b>16,238</b>	<b>16,522</b>	<b>16,894</b>	<b>17,190</b>	<b>17,470</b>	<b>17,470</b>	<b>17,470</b>	<b>1.63%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	1,193	1,216	1,228	1,315	1,336	1,336	1,336	1.60%
Health Insurance	51201	3,139	3,121	3,269	3,480	4,047	4,047	4,047	16.29%
Dental Insurance	51202	204	214	217	217	217	217	217	0.00%
Workers Compensation	51203	46	15	15	15	27	27	27	80.00%
WI Retirement	51206	1,080	1,156	1,149	1,135	1,188	1,188	1,188	4.67%
Fringe Benefits Other	51207	79	84	86	96	98	98	98	2.08%
<b>Fringes Benefits Subtotal:</b>		<b>5,740</b>	<b>5,807</b>	<b>5,964</b>	<b>6,258</b>	<b>6,913</b>	<b>6,913</b>	<b>6,913</b>	<b>10.47%</b>
<b>Total Labor:</b>		<b>21,978</b>	<b>22,329</b>	<b>22,858</b>	<b>23,448</b>	<b>24,383</b>	<b>24,383</b>	<b>24,383</b>	<b>3.99%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 640 - Prop &amp; Liability Insurance</b>									
<b>Travel:</b>									
Automobile Allowance	52002	71	0	72	112	68	68	68	-39.29%
<b>Travel Subtotal:</b>		<b>71</b>	<b>0</b>	<b>72</b>	<b>112</b>	<b>68</b>	<b>68</b>	<b>68</b>	<b>-39.29%</b>
<b>Total Travel:</b>									
		<b>71</b>	<b>0</b>	<b>72</b>	<b>112</b>	<b>68</b>	<b>68</b>	<b>68</b>	<b>-39.29%</b>
<b>Operating:</b>									
Membership Dues	53502	50	50	50	50	50	50	50	0.00%
<b>Operating Subtotal:</b>		<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>0.00%</b>
<b>Contractual Services:</b>									
Collection Services	55015	793	532	0	100	0	0	0	-100.00%
<b>Contractual Services Subtotal:</b>		<b>793</b>	<b>532</b>	<b>0</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.00%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	56000	624,358	633,654	629,621	805,385	761,334	761,334	761,334	-5.47%
Claim Payments	56002	278,950	179,199	135,905	240,000	240,000	240,000	240,000	0.00%
Insurance Recoveries	56003	(43,608)	(23,319)	(46,960)	(25,000)	(25,000)	(25,000)	(25,000)	0.00%
Prop Liab Insurance	76000	2,280	2,952	2,700	2,745	2,445	2,445	2,445	-10.93%
<b>Insurance Expenses Subtotal:</b>		<b>861,980</b>	<b>792,486</b>	<b>721,266</b>	<b>1,023,130</b>	<b>978,779</b>	<b>978,779</b>	<b>978,779</b>	<b>-4.33%</b>
<b>Total Other Operating:</b>		<b>862,823</b>	<b>793,068</b>	<b>721,316</b>	<b>1,023,280</b>	<b>978,829</b>	<b>978,829</b>	<b>978,829</b>	<b>-4.34%</b>
<b>Expense Total:</b>		<b>884,873</b>	<b>815,397</b>	<b>744,246</b>	<b>1,046,840</b>	<b>1,003,280</b>	<b>1,003,280</b>	<b>1,003,280</b>	<b>-4.16%</b>
<b>Prop &amp; Liability Insurance Net Surplus/(Deficit):</b>		<b>46,775</b>	<b>136,021</b>	<b>197,034</b>	<b>(3,500)</b>	<b>(35)</b>	<b>(35)</b>	<b>(35)</b>	<b>-99.00%</b>

Note: a deficit will result in a draw down of fund balance. A surplus will increase the ending fund balance.

# INFORMATION SYSTEMS

General Fund – Department: 022  
2017 BUDGET NARRATIVE

**DEPARTMENT HEAD:** Patty Francour  
**LOCATION:** Winnebago County  
112 Otter Avenue  
Oshkosh, WI 54901

**TELEPHONE:** 232-3491

## **MISSION STATEMENT:**

To provide excellent customer service and support to all Winnebago County information technology users, to protect Winnebago County assets and data, and to ensure Winnebago County's information technology investment is strategically positioned for the future.

## **PROGRAM DESCRIPTION:**

**USER SUPPORT** Operate and maintain computer and telecommunications systems and supply support and training to sustain usability on related devices and software.

**INVENTORY** Maintain detailed records of all county computer hardware, software, and telecommunications equipment.

**BUDGET** Determine needs/requirements for computer and telecommunication requests as part of the annual budget process. Assist throughout the year in the actual purchases of these budgeted items.

**NETWORK INFRASTRUCTURE** Maintain the network connectivity, including Internet access, and the core network equipment and software in support of services provided by the County.

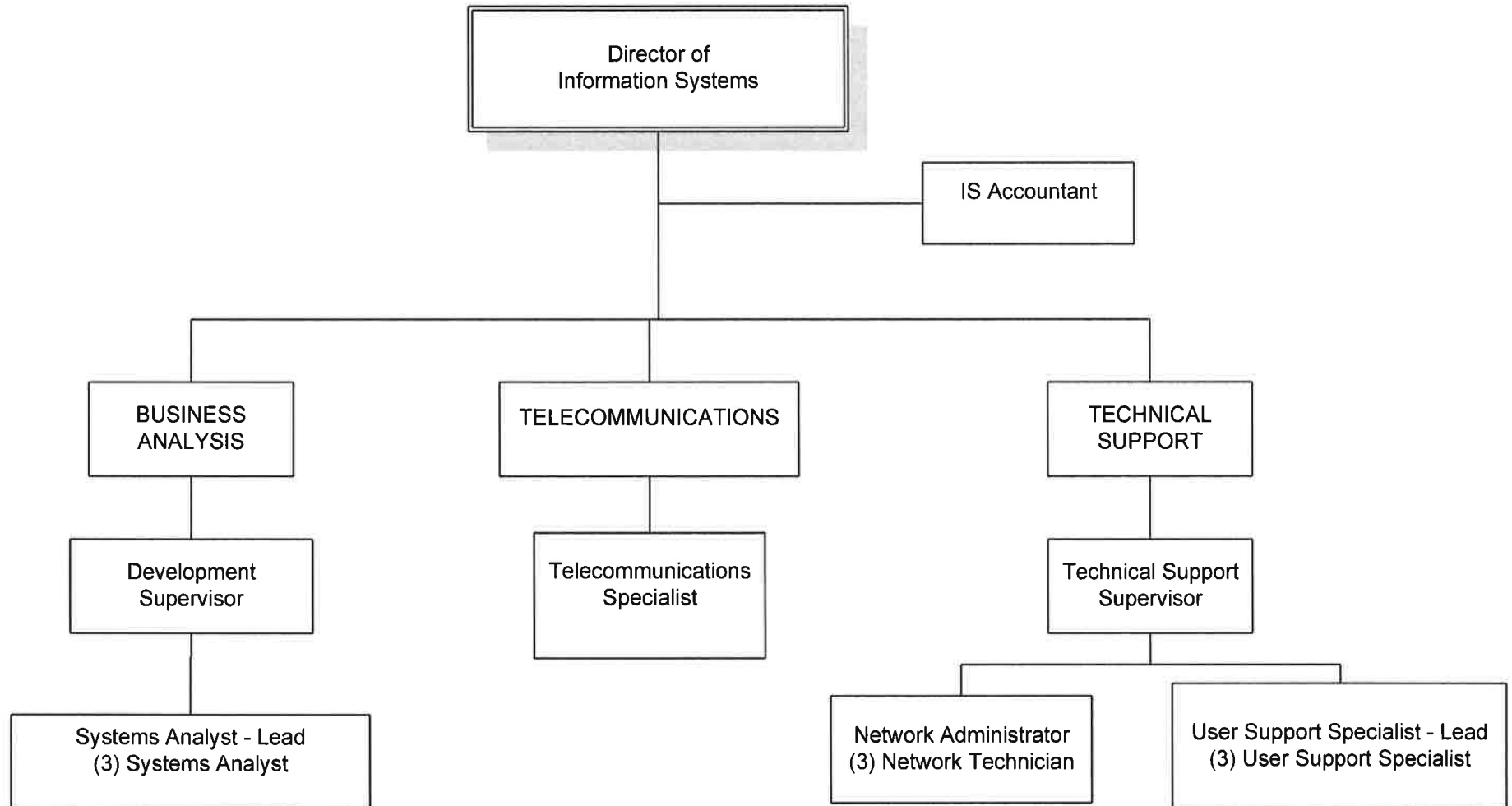
**PUBLIC SAFETY** Maintain and support the Public Safety Systems within Winnebago County.

**SYSTEM DESIGN & DEVELOPMENT** Design and develop custom applications based on departmental requests or IS observations where efficiencies can be gained.

**PROJECT MANAGEMENT** Manage resources necessary for both the acquisition and complete implementation of 'off-the-shelf' software or the 'in-house' development of custom applications.

**TELECOMMUNICATION SUPPORT** Determine and monitor County needs and maintain installed systems.

# INFORMATION SYSTEMS





# **INFORMATION SYSTEMS**

**General Fund – Department: 022  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Patty Francour  
**LOCATION:** Winnebago County  
112 Otter Avenue  
Oshkosh, WI 54901

**TELEPHONE: 232-3491**

## **2016 ACCOMPLISHMENTS:**

- 1. Completed the installation of Personal Identity Verification card use for our Veteran's department.**
- 2. Completed certification for our HS application.**
- 3. Completed a cell phone contract refresh – renewal of 2 year contract with all new phones.**
- 4. Completed relocation of County fiber inside Work Release Center.**
- 5. Assisted in the implementation of a new voting system for County Clerk.**
- 6. Participated in the planning meetings for the new Airport building.**
- 7. Changed out Park View's shift coordinator phones to IP technology utilizing the in-house Wi-Fi infrastructure.**
- 8. Upgraded the communication technology for the Sheriff's squad cars.**
- 9. Assisted in the setup for special events including: CountryUSA, RockUSA, EAA, Lifest.**
- 10. Continued Winnebago County representation in FoxComm – Fiscal Advisory Board, Executive Committee, and User Technical Committee.**
- 11. Completed an upgrade to the County-wide anti-virus.**
- 12. Installed an 'announcement monitor' at the Coughlin building.**
- 13. Assisted Emergency Management in implementing a wireless connection as a backup communications path for the Sheriff's building.**
- 14. Completed and /or assisted in many various hardware and software changes including: KRONOS, Tracs, Arbitrator, Nurse Call, Offendertrak, Fuelmaster, IMS21, WC Timecard system.**
- 15. Converted our encryption solution to a much less costly alternative.**
- 16. The Industrial Development Board's web site is hosted by Winnebago County IS.**
- 17. Completed County-wide refresh of desktop monitors.**

**2017 GOALS & OBJECTIVES:**

- 1. Upgrade Park View's Temptrak system.**
- 2. Assist in the deployment of additional body cameras for Sheriff's Office.**
- 3. Continue development of in-house HS application.**
- 4. Continue development of in-house Planning and Zoning application.**
- 5. Replace hardware scheduled via the technology replacement fund.**
- 6. Monitor and manage data storage as requirements continue to grow.**
- 7. Continue to provide high quality technical support behind friendly, responsive customer service.**
- 8. Monitor and manage County technology costs as inventory continues to expand to the best of our abilities.**

# INFORMATION SYSTEMS

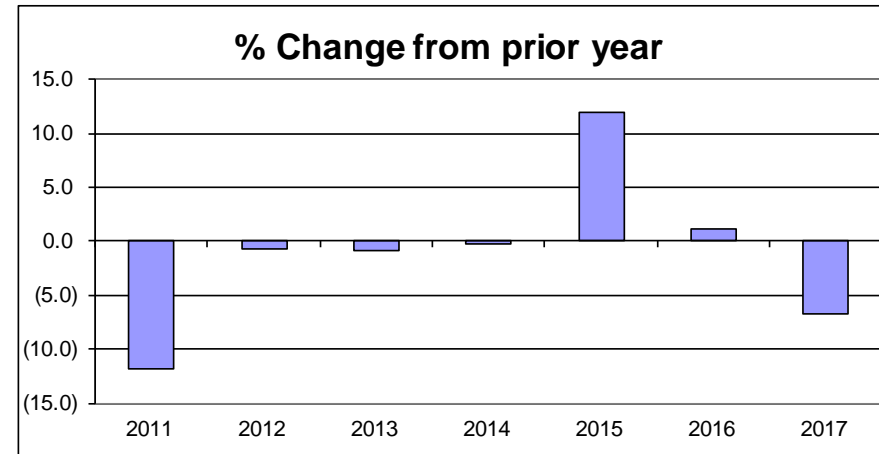
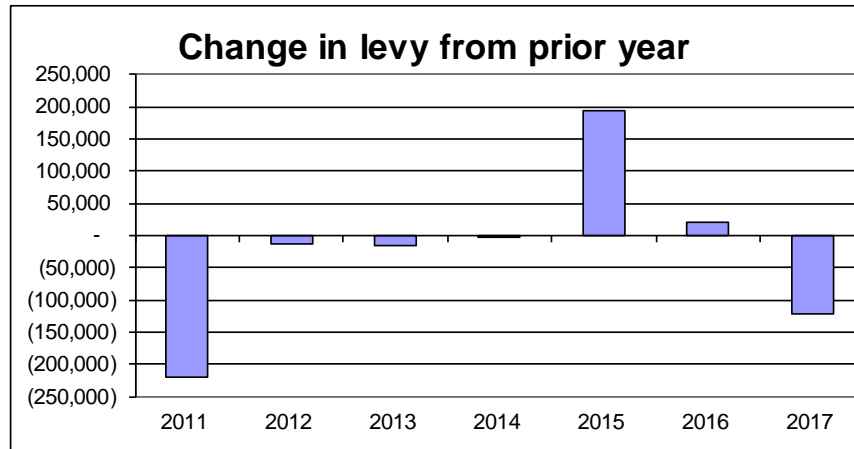
## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	16	16	16	16	16	16	16	17	17	17
Part Time	0	0	0	0	0	0	0	0	0	0
Total	16	16	16	16	16	16	16	17	17	17

There is no change to the staffing table for 2017.

**COUNTY LEVY:** The tax levy for 2017 is \$1,708,184, a decrease of \$121,881 or 9.6% under 2016. The majority of this decrease comes reduction in data processing expense which results from moving network renewal expense to the Technology Replacement Fund.



### TECHNOLOGY REPLACEMENT FUND:

The technology replacement fund was established in 2000. This fund was established to accumulate funds for the replacement of personal computers, desktop software, servers and other devices related to our computer network. Rather than borrowing for these rather short-term items, it would be more appropriate to accumulate funds and pay as we go. A fund balance roll forward schedule can be viewed in the Overview section of the budget book. It is listed as Fund Projections in the table of contents. We have expanded the fund to include more of the technology items. The tax levy for the technology fund has gone from \$675,000 in 2016 to \$879,000 in 2017.

## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Information Systems

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 1,830,065</b>	
<b>Revenue Changes - impact on levy:</b>		
None	-	
<b>Expense Changes - impact on levy:</b>		
Health Insurance	28,385	Increase in health insurance premiums as forecasted by Human Resources.
WI Retirement	3,906	Increase in retirement premiums as forecasted by Human Resources.
Telephone	6,000	Increase due to additional cabling needed for upgraded access points.
Data Processing	(195,481)	Decrease based on network renewals moved to the Technology Replacement Fund - levy amounts adjusted.
Professional Service	5,000	Increase based on fiber testing needed for replacement planning.
<b>Other small changes</b>	<b>30,309</b>	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ 1,708,184</b>	

## Financial Summary Information Systems

<b>Items</b>	<b>2016 7-Month Actual</b>	<b>2016 12-Month Estimate</b>	<b>2016 Adopted Budget</b>	<b>2016 Adjusted Budget</b>	<b>2017 Adopted Budget</b>
Total Revenues	51,796	80,944	80,944	80,944	79,802
Labor	829,823	1,462,823	1,462,823	1,462,823	1,525,026
Travel	626	12,200	12,200	12,200	12,200
Capital	-	-	-	-	-
Other Expenditures	275,335	448,362	435,986	470,329	250,760
Total Expenditures	1,105,784	1,923,385	1,911,009	1,945,352	1,787,986
Levy			1,830,065		1,708,184

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 022 - Information Systems</b>									
<b>Revenue</b>									
<b>Interfund Revenue:</b>									
Computer Maintenance	65029	39,468	40,623	40,590	42,471	43,329	43,329	43,329	2.02%
DP Services	65085	18,000	20,004	18,996	19,000	17,000	17,000	17,000	-10.53%
<b>Interfund Revenue Subtotal:</b>		<b>57,468</b>	<b>60,627</b>	<b>59,586</b>	<b>61,471</b>	<b>60,329</b>	<b>60,329</b>	<b>60,329</b>	<b>-1.86%</b>
<b>Total Operating Revenue:</b>		<b>57,468</b>	<b>60,627</b>	<b>59,586</b>	<b>61,471</b>	<b>60,329</b>	<b>60,329</b>	<b>60,329</b>	<b>-1.86%</b>
<b>Misc Revenues:</b>									
Cost Sharing Allocations	48110	20,326	22,954	23,822	19,473	19,473	19,473	19,473	0.00%
<b>Misc Revenues Subtotal:</b>		<b>20,326</b>	<b>22,954</b>	<b>23,822</b>	<b>19,473</b>	<b>19,473</b>	<b>19,473</b>	<b>19,473</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>20,326</b>	<b>22,954</b>	<b>23,822</b>	<b>19,473</b>	<b>19,473</b>	<b>19,473</b>	<b>19,473</b>	<b>0.00%</b>
<b>Revenue Total:</b>		<b>77,794</b>	<b>83,581</b>	<b>83,408</b>	<b>80,944</b>	<b>79,802</b>	<b>79,802</b>	<b>79,802</b>	<b>-1.41%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	916,430	946,085	1,004,969	1,053,806	1,080,158	1,080,158	1,080,158	2.50%
Overtime	51105	66	1,157	871	3,100	3,100	3,100	3,100	0.00%
<b>Wages Subtotal:</b>		<b>916,496</b>	<b>947,242</b>	<b>1,005,839</b>	<b>1,056,906</b>	<b>1,083,258</b>	<b>1,083,258</b>	<b>1,083,258</b>	<b>2.49%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	67,041	69,439	73,758	80,853	82,867	82,867	82,867	2.49%
Health Insurance	51201	184,272	194,280	222,170	233,323	261,708	261,708	261,708	12.17%
Dental Insurance	51202	12,264	14,041	14,271	15,178	14,436	14,436	14,436	-4.89%
Workers Compensation	51203	5,438	1,902	3,551	906	3,046	3,046	3,046	236.20%
WI Retirement	51206	60,593	66,096	66,244	69,756	73,662	73,662	73,662	5.60%
Fringe Benefits Other	51207	4,120	5,975	5,242	5,901	6,049	6,049	6,049	2.51%
<b>Fringes Benefits Subtotal:</b>		<b>333,726</b>	<b>351,732</b>	<b>385,236</b>	<b>405,917</b>	<b>441,768</b>	<b>441,768</b>	<b>441,768</b>	<b>8.83%</b>
<b>Total Labor:</b>		<b>1,250,223</b>	<b>1,298,974</b>	<b>1,391,076</b>	<b>1,462,823</b>	<b>1,525,026</b>	<b>1,525,026</b>	<b>1,525,026</b>	<b>4.25%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 022 - Information Systems</b>									
<b>Travel:</b>									
Registration Tuition	52001	4,221	16,017	9,329	9,500	9,500	9,500	9,500	0.00%
Automobile Allowance	52002	609	701	416	900	900	900	900	0.00%
Commercial Travel	52004	0	0	0	400	400	400	400	0.00%
Meals	52005	28	17	10	200	200	200	200	0.00%
Lodging	52006	556	568	70	800	800	800	800	0.00%
Other Travel Exp	52007	0	20	271	100	100	100	100	0.00%
Taxable Meals	52008	0	0	0	300	300	300	300	0.00%
<b>Travel Subtotal:</b>		<b>5,413</b>	<b>17,323</b>	<b>10,095</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>	<b>0.00%</b>
<b>Total Travel:</b>		<b>5,413</b>	<b>17,323</b>	<b>10,095</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>	<b>12,200</b>	<b>0.00%</b>
<b>Office:</b>									
Office Supplies	53000	980	814	447	1,350	1,350	1,350	1,350	0.00%
Printing Supplies	53002	112	140	99	250	250	250	250	0.00%
Postage and Box Rent	53004	168	133	116	300	300	300	300	0.00%
Computer Supplies	53005	1,481	1,845	1,648	2,200	2,200	2,200	2,200	0.00%
Computer Software	53006	36,930	23,176	36,700	50,041	51,300	51,300	51,300	2.52%
Telephone	53008	2,654	10,855	20,285	27,000	35,000	33,000	33,000	22.22%
Telephone Supplies	53009	933	2,053	201	2,100	2,100	2,100	2,100	0.00%
Long Distance	53011	0	34	0	0	0	0	0	0.00%
Wireless	53012	3,435	2,262	0	0	0	0	0	0.00%
Pagers	53013	323	138	0	0	0	0	0	0.00%
Voice and Data Cabling	53014	2,051	7,309	0	0	0	0	0	0.00%
Fiber pole rental locates	53015	29,425	28,023	30,099	36,000	36,000	36,000	36,000	0.00%
<b>Office Subtotal:</b>		<b>78,492</b>	<b>76,782</b>	<b>89,595</b>	<b>119,241</b>	<b>128,500</b>	<b>126,500</b>	<b>126,500</b>	<b>6.09%</b>
<b>Operating:</b>									
Advertising	53500	0	0	0	50	0	0	0	-100.00%
Subscriptions	53501	50	50	285	620	2,120	2,120	2,120	241.94%
Membership Dues	53502	0	0	50	50	260	260	260	420.00%
Small Equipment	53522	16,514	15,781	17,869	20,000	20,000	19,000	19,000	-5.00%
Motor Fuel	53548	0	0	0	100	100	100	100	0.00%
Loss on Disposition of Assets	53569	0	0	0	800	800	0	0	-100.00%

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 022 - Information Systems</b>									
Small Equipment Technology	53580	0	0	228	0	0	0	0	0.00%
Print Duplicate	73003	1,311	1,319	1,158	1,500	1,500	1,500	1,500	0.00%
Postage and Box Rent	73004	43	37	38	100	100	50	50	-50.00%
Legal Fees	73041	0	0	0	50	0	0	0	-100.00%
Motor Fuel	73548	1,029	854	568	1,300	1,300	1,300	1,300	0.00%
<b>Operating Subtotal:</b>		<b>18,946</b>	<b>18,041</b>	<b>20,196</b>	<b>24,570</b>	<b>26,180</b>	<b>24,330</b>	<b>24,330</b>	<b>-0.98%</b>
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	2,445	1,675	0	0	0	0	0	0.00%
Equipment Repairs	54029	43,681	37,968	36,005	48,200	48,200	48,200	48,200	0.00%
Maintenance Vehicles	74023	122	298	122	400	400	300	300	-25.00%
Equipment Repairs	74029	0	0	382	0	0	0	0	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>46,248</b>	<b>39,941</b>	<b>36,509</b>	<b>48,600</b>	<b>48,600</b>	<b>48,500</b>	<b>48,500</b>	<b>-0.21%</b>
<b>Utilities:</b>									
Refuse Collection	74703	122	0	0	0	0	0	0	0.00%
<b>Utilities Subtotal:</b>		<b>122</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Contractual Services:</b>									
Data Processing	55013	124,070	150,990	132,514	215,481	20,000	20,000	20,000	-90.72%
Professional Service	55014	7,747	21,954	13,230	15,000	20,000	20,000	20,000	33.33%
<b>Contractual Services Subtotal:</b>		<b>131,818</b>	<b>172,944</b>	<b>145,745</b>	<b>230,481</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>-82.64%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	8,592	9,300	8,928	13,094	11,430	11,430	11,430	-12.71%
<b>Insurance Expenses Subtotal:</b>		<b>8,592</b>	<b>9,300</b>	<b>8,928</b>	<b>13,094</b>	<b>11,430</b>	<b>11,430</b>	<b>11,430</b>	<b>-12.71%</b>
<b>Total Other Operating:</b>		<b>284,218</b>	<b>317,008</b>	<b>300,972</b>	<b>435,986</b>	<b>254,710</b>	<b>250,760</b>	<b>250,760</b>	<b>-42.48%</b>
<b>Expense Total:</b>		<b>1,539,854</b>	<b>1,633,306</b>	<b>1,702,143</b>	<b>1,911,009</b>	<b>1,791,936</b>	<b>1,787,986</b>	<b>1,787,986</b>	<b>-6.44%</b>
<b>Information Systems Net/(Levy):</b>		<b>(1,462,060)</b>	<b>(1,549,724)</b>	<b>(1,618,735)</b>	<b>(1,830,065)</b>	<b>(1,712,134)</b>	<b>(1,708,184)</b>	<b>(1,708,184)</b>	<b>-6.66%</b>



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Technology Replacement

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 675,000</b>	
<b>Revenue Changes - impact on levy:</b>		
None	-	
<b>Expense Changes - impact on levy:</b>		
Capital Equipment	(88,000)	Decrease in capital equipment needs for 2017.
Computer Software	56,687	Increase costs from Microsoft SA.
Small Equipment	(13,180)	Decrease in small equipment needs for 2017.
Data Processing	154,004	Increase in network maintenance. This expense was transferred from the Information Systems operating budget to the Technology Replacement Fund operating budget. Levy amounts adjusted accordingly.
Fund balance applied	94,489	Decrease in fund balance used from 2017.
<b>Other small changes</b>	-	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ 879,000</b>	

## Financial Summary Technology Replacement

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	5,822	-	-	-	-
Labor	-	-	-	-	-
Travel	-	-	-	-	-
Capital	138,172	256,000	256,000	256,000	168,000
Other Expenditures	480,540	565,607	512,607	565,607	710,118
Total Expenditures	618,712	821,607	768,607	821,607	878,118
Levy Before Fund Balance Adjustment			768,607		878,118
Increase / (Decrease) fund balance			(93,607)		882
Net Levy After Fund Balance Adjustment			675,000		879,000

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 023 - Technology Replacement</b>									
<b>Revenue</b>									
<b>Misc Revenues:</b>									
Cost Sharing Allocations	48110	50	0	0	0	0	0	0	0.00%
<b>Misc Revenues Subtotal:</b>		<b>50</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Transfers In:</b>									
Other Transfers In	49501	93,450	0	0	0	0	0	0	0.00%
<b>Transfers In Subtotal:</b>		<b>93,450</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>93,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Revenue Total:</b>		<b>93,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Expense</b>									
<b>Capital Outlay:</b>									
Equipment	58004	174,393	468,533	399,958	256,000	168,000	168,000	168,000	-34.38%
<b>Capital Outlay Subtotal:</b>		<b>174,393</b>	<b>468,533</b>	<b>399,958</b>	<b>256,000</b>	<b>168,000</b>	<b>168,000</b>	<b>168,000</b>	<b>-34.38%</b>
<b>Total Capital:</b>		<b>174,393</b>	<b>468,533</b>	<b>399,958</b>	<b>256,000</b>	<b>168,000</b>	<b>168,000</b>	<b>168,000</b>	<b>-34.38%</b>
<b>Office:</b>									
Computer Software	53006	117,382	33,552	269,487	444,407	501,094	501,094	501,094	12.76%
<b>Office Subtotal:</b>		<b>117,382</b>	<b>33,552</b>	<b>269,487</b>	<b>444,407</b>	<b>501,094</b>	<b>501,094</b>	<b>501,094</b>	<b>12.76%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 023 - Technology Replacement</b>									
<b>Operating:</b>									
Small Equipment	53522	35,703	264,675	96,982	68,200	55,020	55,020	55,020	-19.33%
<b>Operating Subtotal:</b>		<b>35,703</b>	<b>264,675</b>	<b>96,982</b>	<b>68,200</b>	<b>55,020</b>	<b>55,020</b>	<b>55,020</b>	<b>-19.33%</b>
<b>Contractual Services:</b>									
Data Processing	55013	0	0	0	0	154,004	154,004	154,004	100.00%
<b>Contractual Services Subtotal:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>154,004</b>	<b>154,004</b>	<b>154,004</b>	<b>100.00%</b>
<b>Total Other Operating:</b>		<b>153,085</b>	<b>298,227</b>	<b>366,468</b>	<b>512,607</b>	<b>710,118</b>	<b>710,118</b>	<b>710,118</b>	<b>38.53%</b>
<b>Expense Total:</b>		<b>327,478</b>	<b>766,760</b>	<b>766,426</b>	<b>768,607</b>	<b>878,118</b>	<b>878,118</b>	<b>878,118</b>	<b>14.25%</b>
<b>Technology Replacement Net/(Levy):</b>		<b>(233,978)</b>	<b>(766,760)</b>	<b>(766,426)</b>	<b>(768,607)</b>	<b>(878,118)</b>	<b>(878,118)</b>	<b>(878,118)</b>	<b>14.25%</b>
Fund balance applied / (increased) (Note)		0	0	0	93,607	(882)	(882)	(882)	-100.94%
<b>Technology Replacement Net/(Levy):</b>		<b>(233,978)</b>	<b>(766,760)</b>	<b>(766,426)</b>	<b>(675,000)</b>	<b>(879,000)</b>	<b>(879,000)</b>	<b>(879,000)</b>	<b>30.22%</b>

*Note: Fund balance applies is a use of fund balance to reduce the levy for this operation. A negative number represents a planned increase to fund balance.*

# WINNEBAGO COUNTY CAPITAL OUTLAY - 2017

<u>Department</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Cost</u>	<u>Capital Outlay</u>
Technology				
Replacement -	Average Server	6	10,000	60,000
	Large Server	4	20,000	80,000
	Storage / SAN	1	28,000	28,000
		<b>11</b>		<b>168,000</b>

# **FACILITIES MANAGEMENT**

**General Fund – Division: 025  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Michael Elder  
**LOCATION:** Winnebago County  
1221 Knapp Street  
Oshkosh, WI 54901

**TELEPHONE: 236-4790**

## **MISSION STATEMENT:**

To provide a safe, efficient environment for the administration and operation of the County programs and services. To use efficient and cost effective facility management practices to provide adequate workspace for the staff and efficient access to services by the public.

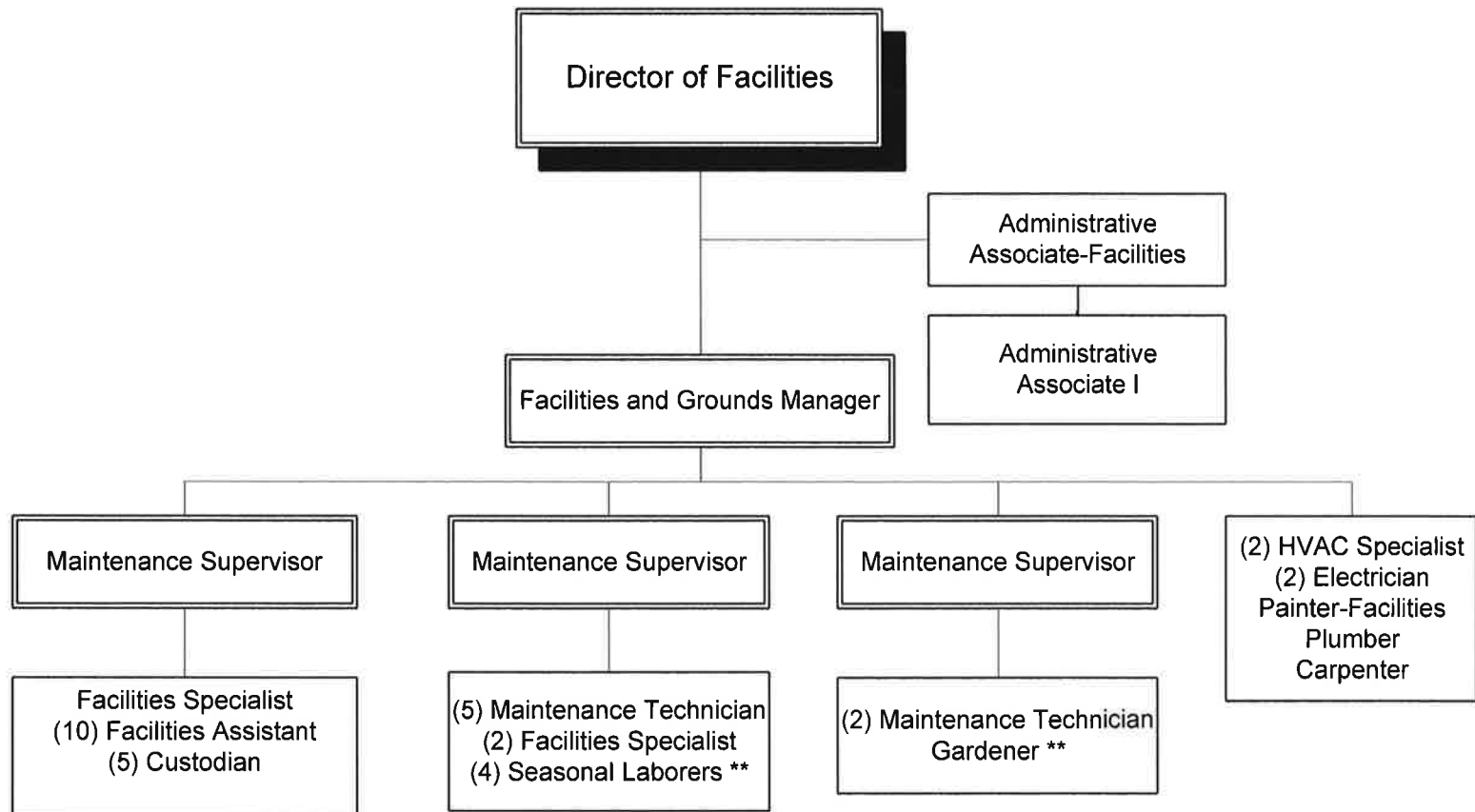
## **PROGRAM DESCRIPTION:**

The Winnebago County Facility Management Department services over 1,000,000 square feet of buildings and their respective grounds. Major services of the department include:

1. climate control,
2. space planning,
3. energy management,
4. preventive maintenance,
5. mechanical/electrical repairs,
6. light construction,
7. housekeeping,
8. liaison with contracted services,
9. grounds and lots maintenance,
10. signage, building security and lock services.

These services are being monitored through a computerized facilities management program to assure control of priorities and efficient labor use. In addition to the previous services, the department provides consultation to other departments and Directors and manages major construction/renovation projects with Architects and Contractors.

# FACILITIES



\*\* Unclassified Position

# **FACILITIES MANAGEMENT**

**General Fund – Division: 025  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Michael Elder  
**LOCATION:** Winnebago County  
1221 Knapp Street  
Oshkosh, WI 54901

**TELEPHONE: 236-4790**

## **2016 ACCOMPLISHMENTS:**

- 1. Courthouse Branch 1 ceiling repaired**
- 2. Courthouse Security Addition designed and construction begun**
- 3. Airport Aviation Business Center designed and ready for construction**
- 4. Fire alarm systems replaced at County Administration Building, Carters Annex, and Second Chance**
- 5. Courthouse second floor air conditioning unit replaced**
- 6. County Access Card System replaced**
- 7. Butler Avenue Realignment Study completed**
- 8. Relocation of County departments designed and remodeling begun**
- 9. County-wide Arc Flash Study completed**
- 10. Maintenance Facility Parking Lot reconstructed**
- 11. Maintenance Facility Buildings 2 and 3 masonry repairs completed**
- 12. Maintenance Facility Buildings 2 and 3 roof repairs completed**
- 13. Highway Shop roof replaced**
- 14. Work Release Center razed**
- 15. Oshkosh Human Services Building boilers replaced**



**2017 GOALS & OBJECTIVES:**

- 1. Complete the relocation of County departments**
- 2. Replace Neenah Human Services Building roof**
- 3. Complete the Courthouse window repairs and replacement**
- 4. Begin design of Human Services Shelter Care Facility in partnership with Human Services**
- 5. Replace the Computerized Maintenance Management System for the Facilities Department**
- 6. Replace the Orrin King Building windows**
- 7. Complete the masonry repairs to the Highway Shop**
- 8. Complete construction of the Courthouse Security Addition**
- 9. Complete construction of the Airport aviation Business Center**

# FACILITIES MANAGEMENT

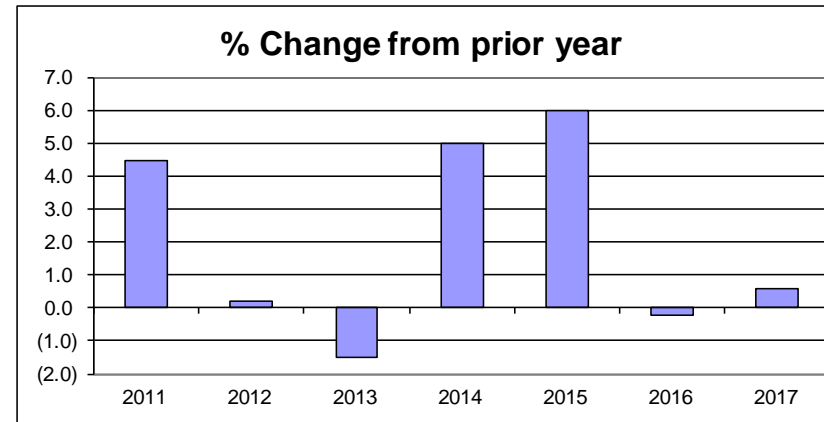
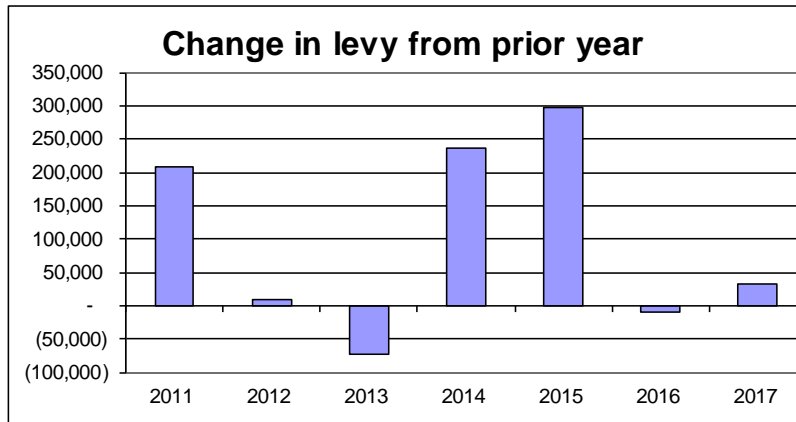
## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	38	39	37	37	37	37	37	37	38	39
Part Time	0	0	1	1	1	1	1	1	1	0
Total	38	39	38	38	38	38	38	38	39	39

The following changes occurred in the department staffing table; a decrease of a full-time Custodian Supervisor, an increase of a full-time Maintenance Supervisor, and reclassifying the Administrative Associate I from part-time to full-time.

**COUNTY LEVY:** The tax levy for 2017 is \$5,291,250, an increase of \$32,782 or 0.6% over 2016. There are no significant changes.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Facilities

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 5,258,468</b>	
<b>Revenue Changes - impact on levy:</b>		
None	-	
<b>Expense Changes - impact on levy:</b>		
Overtime	(19,385)	Overtime was over budgeted in 2016.
Workers Compensation	14,005	Large projected increase in 2017 from Finance.
Capital - Improvements	(101,510)	No capital improvements are planned for 2017, funded in repairs.
Capital - Equipment	(31,800)	Decrease in equipment needs for 2017.
Computer Software	(6,200)	Kronos was planned for 2017, but not implemented.
Small Equipment	20,722	Increase due to Boardroom chair replacement, Room 60 chair replacement, and additional shop tool purchases required.
Building Rental	4,800	Increase due to projected parking space rent increase.
Maintenance Buildings	(170,350)	Overbudgeted in 2016 due to projects carried over into 2016 from 2015.
Maintenance Equipment	149,900	Increase due to additional repairs and equipment replacement/upgrades needed in 2017 due to aging equipment.
Equipment Repairs	(25,200)	There is no budget for this account in 2017, the costs were shifted to building repairs.
Heat	(149,500)	Decrease based on lower projected costs due to energy improvements.
Water and Sewer	22,250	Increased water rates expected from the City of Oshkosh in 2017.
Snow Removal	(9,000)	Snow removal was overbudgeted in 2016.
Grounds Maintenance	(29,695)	Grounds maintenance was overbudgeted in 2016.
Building Repairs	25,580	Increase based on moving budget from equipment repairs (see above).
Professional Service	5,000	Increased costs due to additional air sampling and asbestos sampling requirements.
Fund balance applied	250,000	In 2016, fund balance was applied for Huber facility demolition project. No fund balance will be applied in 2017.
<b>Other small changes</b>	<b>83,165</b>	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ 5,291,250</b>	

## Financial Summary Facilities

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	55,392	98,745	99,245	99,245	101,865
Labor	1,387,082	2,379,453	2,661,957	2,661,957	2,727,683
Travel	1,710	5,476	5,500	5,500	5,800
Capital	108,470	312,410	237,010	312,410	103,700
Other Expenditures	1,516,017	3,265,069	2,703,246	3,085,332	2,555,932
Total Expenditures	3,013,279	5,962,408	5,607,713	6,065,199	5,393,115
Levy Before Fund Balance Adjustment			5,508,468		5,291,250
Decrease fund balance			(250,000)		-
Net Levy After Fund Balance Adjustment			5,258,468		5,291,250

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 025 - Facilities</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
Other Grantor Agencies	42019	0	0	14,570	0	0	0	0	0.00%
<b>Intergov Rev Subtotal:</b>		<b>0</b>	<b>0</b>	<b>14,570</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Intergov Services:</b>									
Other Fees	43001	7,000	6,996	9,396	9,400	12,000	12,000	12,000	27.66%
<b>Intergov Services Subtotal:</b>		<b>7,000</b>	<b>6,996</b>	<b>9,396</b>	<b>9,400</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>27.66%</b>
<b>Interfund Revenue:</b>									
Rental Revenue	65011	43,200	45,950	43,200	40,200	40,200	40,200	40,200	0.00%
<b>Interfund Revenue Subtotal:</b>		<b>43,200</b>	<b>45,950</b>	<b>43,200</b>	<b>40,200</b>	<b>40,200</b>	<b>40,200</b>	<b>40,200</b>	<b>0.00%</b>
<b>Total Operating Revenue:</b>		<b>50,200</b>	<b>52,946</b>	<b>67,166</b>	<b>49,600</b>	<b>52,200</b>	<b>52,200</b>	<b>52,200</b>	<b>5.24%</b>
<b>Misc Revenues:</b>									
Rental Building	48100	38,810	41,115	40,680	41,115	41,115	41,115	41,115	0.00%
Sale of Scrap	48106	5,481	8,200	2,240	2,500	2,500	2,500	2,500	0.00%
Other Miscellaneous Revenues	48109	20,620	13,591	8,101	6,030	6,050	6,050	6,050	0.33%
<b>Misc Revenues Subtotal:</b>		<b>64,911</b>	<b>62,906</b>	<b>51,021</b>	<b>49,645</b>	<b>49,665</b>	<b>49,665</b>	<b>49,665</b>	<b>0.04%</b>
<b>Total Non-Operating Revenue:</b>		<b>64,911</b>	<b>62,906</b>	<b>51,021</b>	<b>49,645</b>	<b>49,665</b>	<b>49,665</b>	<b>49,665</b>	<b>0.04%</b>
<b>Revenue Total:</b>		<b>115,111</b>	<b>115,852</b>	<b>118,187</b>	<b>99,245</b>	<b>101,865</b>	<b>101,865</b>	<b>101,865</b>	<b>2.64%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 025 - Facilities</b>									
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	1,606,044	1,620,742	1,572,578	1,722,398	1,766,411	1,766,411	1,766,411	2.56%
Temporary Employees	51101	12,694	14,462	28,726	45,000	45,000	45,000	45,000	0.00%
Overtime	51105	21,358	27,223	38,799	48,058	28,673	28,673	28,673	-40.34%
Comp Time	51108	83	43	411	0	0	0	0	0.00%
Payroll Sundry Account	51190	0	7,084	0	0	0	0	0	0.00%
<b>Wages Subtotal:</b>		<b>1,640,180</b>	<b>1,669,554</b>	<b>1,640,514</b>	<b>1,815,456</b>	<b>1,840,084</b>	<b>1,840,084</b>	<b>1,840,084</b>	<b>1.36%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	120,369	122,663	120,880	138,882	140,769	140,769	140,769	1.36%
Health Insurance	51201	464,802	452,168	487,977	533,070	552,460	552,460	552,460	3.64%
Dental Insurance	51202	28,435	29,440	30,481	33,421	33,611	33,611	33,611	0.57%
Workers Compensation	51203	50,959	15,721	18,209	14,896	28,901	28,901	28,901	94.02%
WI Retirement	51206	107,375	114,651	105,696	116,747	121,974	121,974	121,974	4.48%
Fringe Benefits Other	51207	8,662	9,146	8,908	9,485	9,884	9,884	9,884	4.21%
<b>Fringes Benefits Subtotal:</b>		<b>780,601</b>	<b>743,789</b>	<b>772,150</b>	<b>846,501</b>	<b>887,599</b>	<b>887,599</b>	<b>887,599</b>	<b>4.86%</b>
<b>Total Labor:</b>		<b>2,420,782</b>	<b>2,413,343</b>	<b>2,412,665</b>	<b>2,661,957</b>	<b>2,727,683</b>	<b>2,727,683</b>	<b>2,727,683</b>	<b>2.47%</b>
<b>Travel:</b>									
Registration Tuition	52001	1,145	274	6,438	5,000	5,000	5,000	5,000	0.00%
Automobile Allowance	52002	218	152	488	250	500	500	500	100.00%
Meals	52005	45	0	34	50	100	100	100	100.00%
Lodging	52006	231	0	176	200	200	200	200	0.00%
Taxable Meals	52008	0	0	19	0	0	0	0	0.00%
<b>Travel Subtotal:</b>		<b>1,639</b>	<b>427</b>	<b>7,155</b>	<b>5,500</b>	<b>5,800</b>	<b>5,800</b>	<b>5,800</b>	<b>5.45%</b>
<b>Total Travel:</b>		<b>1,639</b>	<b>427</b>	<b>7,155</b>	<b>5,500</b>	<b>5,800</b>	<b>5,800</b>	<b>5,800</b>	<b>5.45%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 025 - Facilities</b>									
<b>Capital Outlay:</b>									
Improvements	58002	28,780	104,854	127,093	101,510	0	0	0	-100.00%
Equipment	58004	23,481	58,529	89,114	135,500	155,600	103,700	103,700	-23.47%
<b>Capital Outlay Subtotal:</b>		<b>52,260</b>	<b>163,383</b>	<b>216,207</b>	<b>237,010</b>	<b>155,600</b>	<b>103,700</b>	<b>103,700</b>	<b>-56.25%</b>
<b>Total Capital:</b>		<b>52,260</b>	<b>163,383</b>	<b>216,207</b>	<b>237,010</b>	<b>155,600</b>	<b>103,700</b>	<b>103,700</b>	<b>-56.25%</b>
<b>Office:</b>									
Office Supplies	53000	1,228	1,620	2,774	1,500	1,750	1,750	1,750	16.67%
Printing Supplies	53002	764	778	1,242	750	1,200	1,200	1,200	60.00%
Postage and Box Rent	53004	91	70	202	100	100	100	100	0.00%
Computer Software	53006	3,405	9,211	5,314	19,200	13,000	13,000	13,000	-32.29%
Telephone	53008	18,142	19,486	24,728	22,500	20,000	20,000	20,000	-11.11%
Telephone Supplies	53009	459	0	0	0	0	0	0	0.00%
Long Distance	53011	3	57	0	0	0	0	0	0.00%
Wireless	53012	2,753	1,557	0	0	0	0	0	0.00%
Pagers	53013	1,705	1,329	0	0	0	0	0	0.00%
Voice and Data Cabling	53014	1,380	225	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>29,930</b>	<b>34,334</b>	<b>34,260</b>	<b>44,050</b>	<b>36,050</b>	<b>36,050</b>	<b>36,050</b>	<b>-18.16%</b>
<b>Operating:</b>									
Advertising	53500	0	0	0	100	100	100	100	0.00%
Subscriptions	53501	0	1,141	14	250	2,000	2,000	2,000	700.00%
Membership Dues	53502	0	165	0	175	200	200	200	14.29%
Household Supplies	53516	55,357	57,401	67,077	60,000	60,000	60,000	60,000	0.00%
Uniforms Tools Allowance	53517	0	708	5,268	10,540	10,540	10,540	10,540	0.00%
Small Equipment	53522	27,614	25,448	32,434	19,350	40,072	40,072	40,072	107.09%
Shop Supplies	53523	0	368	72	1,000	500	500	500	-50.00%
Medical Supplies	53524	0	0	50	100	250	250	250	150.00%
Land Rental	53549	0	0	5,600	0	0	0	0	0.00%
Building Rental	53550	70,443	70,443	70,443	119,200	124,000	124,000	124,000	4.03%
Equipment Rental	53551	483	75	1,241	3,500	3,500	3,500	3,500	0.00%
Operating Licenses Fees	53553	837	1,092	419	5,190	5,040	5,040	5,040	-2.89%
Small Equipment Technology	53580	0	0	1,963	4,255	1,616	1,616	1,616	-62.02%
Print Duplicate	73003	2,406	3,174	5,381	3,800	3,800	3,800	3,800	0.00%

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 025 - Facilities</b>									
Postage and Box Rent	73004	141	141	118	150	150	150	150	0.00%
Motor Fuel	73548	39,681	34,225	21,157	22,000	22,000	22,000	22,000	0.00%
<b>Operating Subtotal:</b>		<b>196,962</b>	<b>194,380</b>	<b>211,238</b>	<b>249,610</b>	<b>273,768</b>	<b>273,768</b>	<b>273,768</b>	<b>9.68%</b>
<b>Repairs &amp; Maint:</b>									
Sodium Chloride	54002	9	0	0	0	0	0	0	0.00%
Maintenance Buildings	54020	148,086	176,073	401,118	602,250	431,900	431,900	431,900	-28.29%
Maintenance Grounds	54021	3,066	11,057	8,584	7,000	7,000	7,000	7,000	0.00%
Maintenance Equipment	54022	237,813	183,281	247,750	136,500	286,400	286,400	286,400	109.82%
Maintenance Vehicles	54023	2,415	2,680	751	3,000	4,500	4,500	4,500	50.00%
Equipment Repairs	54029	38,509	44,226	24,747	25,200	0	0	0	-100.00%
Maintenance Grounds	74021	1,215	1,084	12,047	5,000	7,500	7,500	7,500	50.00%
Maintenance Vehicles	74023	10,460	13,415	15,930	15,000	15,000	15,000	15,000	0.00%
Equipment Repairs	74029	1,023	1,155	1,155	1,122	924	924	924	-17.65%
<b>Repairs &amp; Maint Subtotal:</b>		<b>442,595</b>	<b>432,972</b>	<b>712,081</b>	<b>795,072</b>	<b>753,224</b>	<b>753,224</b>	<b>753,224</b>	<b>-5.26%</b>
<b>Utilities:</b>									
Heat	54700	337,462	465,380	333,199	503,000	353,500	353,500	353,500	-29.72%
Power and Light	54701	677,132	641,327	692,011	627,000	637,500	637,500	637,500	1.67%
Water and Sewer	54702	167,766	188,824	207,463	170,750	193,000	193,000	193,000	13.03%
Refuse Collection	54703	0	26	0	0	0	0	0	0.00%
Refuse Collection	74703	22,800	21,678	23,229	19,608	21,180	21,180	21,180	8.02%
<b>Utilities Subtotal:</b>		<b>1,205,160</b>	<b>1,317,235</b>	<b>1,255,903</b>	<b>1,320,358</b>	<b>1,205,180</b>	<b>1,205,180</b>	<b>1,205,180</b>	<b>-8.72%</b>
<b>Contractual Services:</b>									
Pest Extermination	55002	0	3,405	2,720	2,000	2,500	2,500	2,500	25.00%
Snow Removal	55003	16,389	12,876	10,560	24,000	15,000	15,000	15,000	-37.50%
Vehicle Repairs	55005	1,910	528	0	3,000	3,000	3,000	3,000	0.00%
Grounds Maintenance	55007	27,623	56,439	23,788	67,550	37,855	37,855	37,855	-43.96%
Building Repairs	55008	27,053	42,435	253,501	10,320	35,900	35,900	35,900	247.87%
Professional Service	55014	16,624	75,170	222,600	48,000	53,000	53,000	53,000	10.42%
Janitorial Services	55016	1,223	3,725	5,682	8,300	9,500	9,500	9,500	14.46%
Medical and Dental	75000	0	0	51	50	0	0	0	-100.00%
Snow Removal	75003	68,078	52,713	34,135	55,000	55,000	55,000	55,000	0.00%
<b>Contractual Services Subtotal:</b>		<b>158,901</b>	<b>247,292</b>	<b>553,037</b>	<b>218,220</b>	<b>211,755</b>	<b>211,755</b>	<b>211,755</b>	<b>-2.96%</b>



**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 025 - Facilities</b>									
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	69,492	62,604	62,748	75,936	75,955	75,955	75,955	0.03%
<b>Insurance Expenses Subtotal:</b>		<b>69,492</b>	<b>62,604</b>	<b>62,748</b>	<b>75,936</b>	<b>75,955</b>	<b>75,955</b>	<b>75,955</b>	<b>0.03%</b>
<b>Total Other Operating:</b>		<b>2,103,039</b>	<b>2,288,816</b>	<b>2,829,267</b>	<b>2,703,246</b>	<b>2,555,932</b>	<b>2,555,932</b>	<b>2,555,932</b>	<b>-5.45%</b>
<b>Expense Total:</b>		<b>4,577,720</b>	<b>4,865,970</b>	<b>5,465,293</b>	<b>5,607,713</b>	<b>5,445,015</b>	<b>5,393,115</b>	<b>5,393,115</b>	<b>-3.83%</b>
<b>Facilities Net/(Levy):</b>		<b>(4,462,609)</b>	<b>(4,750,118)</b>	<b>(5,347,106)</b>	<b>(5,508,468)</b>	<b>(5,343,150)</b>	<b>(5,291,250)</b>	<b>(5,291,250)</b>	<b>-3.94%</b>
Decrease fund balance		0	0	0	250,000	0	0	0	-100.00%
<b>Net Facilities:</b>		<b>(4,462,609)</b>	<b>(4,750,118)</b>	<b>(5,347,106)</b>	<b>(5,258,468)</b>	<b>(5,343,150)</b>	<b>(5,291,250)</b>	<b>(5,291,250)</b>	<b>0.62%</b>

# WINNEBAGO COUNTY CAPITAL OUTLAY - 2017

<u>Department</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Cost</u>	<u>Capital Outlay</u>
Facilities & Property				
Management -	Service Body Truck	2	44,000	88,000
	Shopmaster metal working machine	1	9,000	9,000
	Sheet metal brake	1	6,700	6,700
		<b>4</b>		<b>103,700</b>

## FACILITIES MANAGEMENT PROGRAM BUDGETS

								TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	2017	2016	2015	2017	2016
								ADOPTED	ADOPTED	ADOPTED	OVER 2016	OVER 2015
Other County Facilities	1025	2,727,683	5,800	103,700	2,494,332	5,331,515		5,331,515	5,273,463	5,342,935	1.1	(1.3)
Revenues	1025						101,865	(101,865)	(99,245)	(92,045)	2.6	7.8
Safety Building Maintenance	1027	-	-	-	12,000	12,000		12,000	10,750	10,750	11.6	0.0
Revenues	1027						-	-	-	-	N/A	N/A
Facilities-Other Depts.	1029	-	-	-	49,600	49,600		49,600	323,500	56,630	(84.7)	471.3
Revenues	1029						-	-	-	-	N/A	N/A
Grand Totals		<u>2,727,683</u>	<u>5,800</u>	<u>103,700</u>	<u>2,555,932</u>	<u>5,393,115</u>	<u>101,865</u>	<u>5,291,250</u>	<u>5,508,468</u>	<u>5,318,270</u>	(3.9)	3.6
Decrease fund balance								-	(250,000)	(50,000)		
Adjusted Levy								<u>5,291,250</u>	<u>5,258,468</u>	<u>5,268,270</u>	0.6	(0.2)

## SUMMARY BY DIVISION

	<u>Revenues</u>	<u>Expenses</u>	<u>Adjustments</u>	<u>Levy</u>
<b>PUBLIC SAFETY</b>				
District Attorney	\$ 277,873	\$ 1,378,780	\$ -	\$ 1,100,907
Clerk of Courts & Courts	1,870,660	4,233,486	-	2,362,826
Sheriff	2,810,485	23,116,243	-	20,305,758
Jail Improvements	151,000	151,000	-	-
Coroner	135,100	468,498	-	333,398
Emergency Management	147,148	338,570	-	191,422
	<u>\$ 5,392,266</u>	<u>\$ 29,686,577</u>	<u>\$ -</u>	<u>\$ 24,294,311</u>

# **DISTRICT ATTORNEY**

**General Fund – Department: 101  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Christian Gossett  
**LOCATION:** Winnebago County  
448 Algoma Boulevard  
Oshkosh, WI 54901

**TELEPHONE: 236-4977**

## **MISSION STATEMENT:**

The Winnebago County District Attorney's Office is dedicated to the pursuit of truth and justice by maintaining the highest ethical standards, safeguarding the rights of all members of our community, protecting the community through vigorous prosecution of criminal offenders, and providing compassionate services to the victims of crime.

To accomplish this mission we hereby resolve that:

1. We will promote the highest standards of integrity and professional conduct for ourselves and for those we work with.
2. We will serve our communities with competent professional legal representation.
3. We will treat all persons with whom we have contact with in a professional and respectful manner.
4. We will hold ourselves accountable both individually and collectively for ensuring the policies of the office and the needs of the community are served.
5. We will be forthright in our communications with all persons.
6. We will work in a collaborative manner with law enforcement and our communities to address the needs of and promote the highest possible quality of life for the citizens of Winnebago County.
7. We will show compassion and understanding to victims of crime and ensure that they are treated with dignity and respect.
8. We will put the needs and best interests of the community before the personal or political interests of any individual or individuals.

**PROGRAM DESCRIPTION:**

**PROSECUTION:** Ten person prosecution staff providing expert representation of citizens in all matters concerning the criminal justice system.

**INVESTIGATION:** Three investigators who help prepare cases for court or non-prosecution through a variety of investigative means. Maintain security for office staff and victims/witnesses who are subpoenaed and appear in court. Locate and serve all victims/witnesses and cancel those who's cases have settled. Document previous police contacts and criminal records of all clients referred for charges to DA's Office and update and verify warrants for courts and County Clerk's Office.

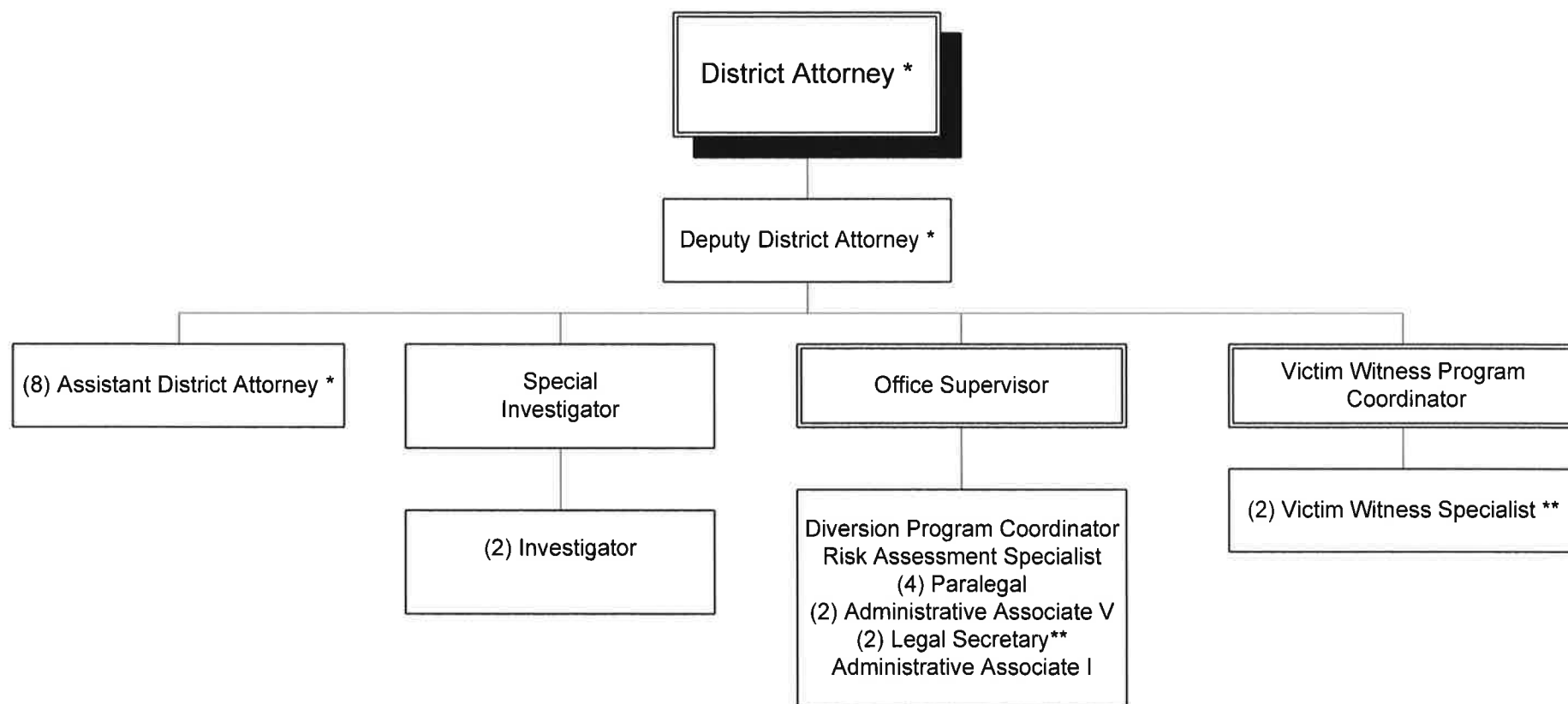
**VICTIM/WITNESS:** Full-time Victim/Witness Coordinator and one full-time victim witness assistant and one part-time victim witness assistant acting as liaison between victims and witnesses of crime and the District Attorney's Office staff attorneys.

**DIVERSION PROGRAM(S):** Full-time Program Coordinator, Full-time Risk Assessment Coordinator and full-time Administrative Assistant who work together to evaluate participants and monitor alternative and diversion programs

**SUPPORT STAFF:** Experienced secretaries, paralegals, clerk and receptionist involved in the preparation of search/arrest warrants, motion papers, trial memoranda, briefs, and miscellaneous legal documents, as well as the coordination.

**INTERN PROGRAM:** Utilization of both college and law school students to serve as interns in the District Attorney's Office for assistance in processing and prosecuting various civil and criminal matters.

# DISTRICT ATTORNEY



\* State Employee

\*\* One Victim Witness Specialist is assigned  
50% Legal Secretary duties

# **DISTRICT ATTORNEY**

**General Fund – Department: 101  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Christian Gossett  
**LOCATION:** Winnebago County  
Orrin King Building  
448 Algoma Blvd.  
Oshkosh, WI 54901

**TELEPHONE: 236-4977**

## **2016 ACCOMPLISHMENTS:**

- 1. Address each criminal case with meaningful interaction to best serve the community and the defendant's needs through improved information gathering methods and intervention strategies.**
- 2. Continue to complete the projects for enabling Individualized Intervention Diversion Programs.**

## **2017 GOALS & OBJECTIVES:**

- 1. Continue with the growth of the Diversion Management System.**
- 2. Initiate proactive collaboration with multiple agencies to benefit the community.**
- 3. Implement added measurement analysis for program effectiveness and initiatives.**



# DISTRICT ATTORNEY

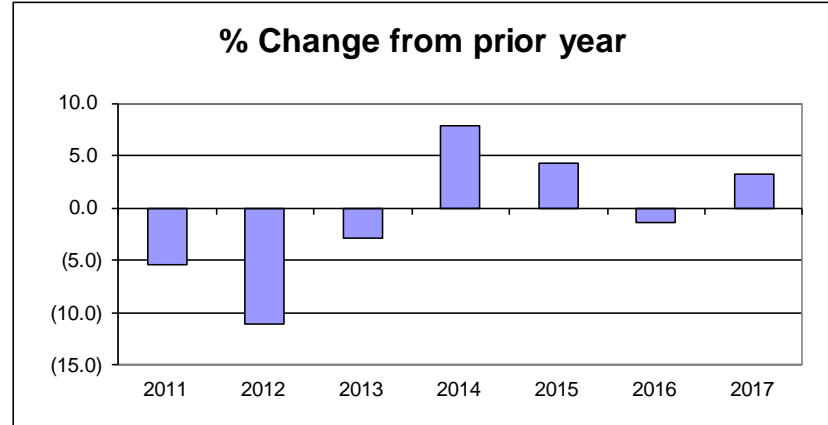
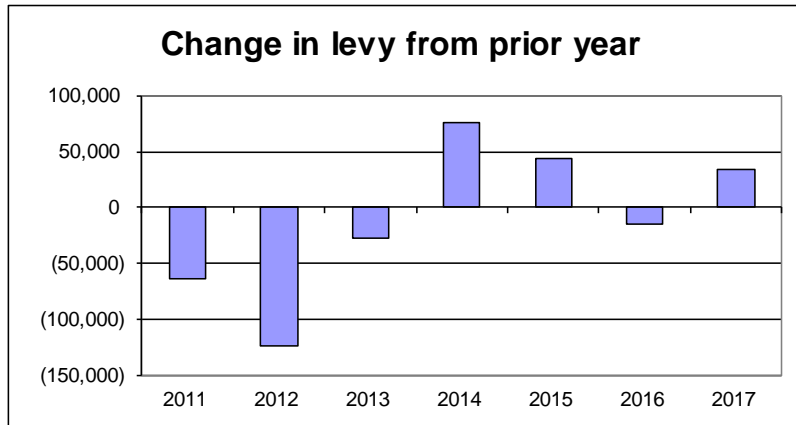
## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	16	16	16	17	17	18	18	18	18	18
Part Time	0	1	1	0	0	0	0	1	0	0
Total	16	17	17	17	17	18	18	19	18	18

There is no change to the staffing table for 2017.

**COUNTY LEVY:** The tax levy for 2017 is \$1,100,907, an increase of \$34,594 or 3.2% over 2016. Almost all of the increase comes from the fringe benefits, health insurance and workers compensation increases projected.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - District Attorney

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 1,066,313</b>	
<b>Revenue Changes - impact on levy:</b>		
WI Dept of Administration	5,930	Decrease due to the State reducing reimbursement rate to 50%.
Warrant Fees	(20,000)	Increase due to anticipation of more participants as program evolves.
<b>Expense Changes - impact on levy:</b>		
Health Insurance	27,115	Increase in health insurance premiums as forecasted by Human Resources.
Workers Compensation	3,185	Increase based on being underbudgeted in 2016.
WI Retirement	(4,322)	Decrease due to anticipated cost based on history.
Telephone	15,000	Increase due to reclassifying of accounts, budget and expenses were formally under Wireless.
Wireless	(12,000)	Decrease due to reclassifying of accounts, budget and expenses are being moved to Telephone.
Small Equipment	(3,500)	Decrease based on less small equipment needs projected for 2017.
<b>Other small changes</b>	<b>23,186</b>	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ 1,100,907</b>	

# **Financial Summary** **District Attorney**

<b>Items</b>	<b>2016 7-Month Actual</b>	<b>2016 12-Month Estimate</b>	<b>2016 Adopted Budget</b>	<b>2016 Adjusted Budget</b>	<b>2017 Adopted Budget</b>
Total Revenues	118,095	251,864	262,303	262,303	277,873
Labor	681,808	1,249,241	1,193,872	1,193,872	1,252,102
Travel	4,010	7,049	6,950	6,950	5,700
Capital	-	-	-	-	-
Other Expenditures	74,001	132,777	127,794	127,794	120,978
Total Expenditures	759,819	1,389,067	1,328,616	1,328,616	1,378,780
Levy			1,066,313		1,100,907

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 101 - District Attorney</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
WI Dept of Administration	42002	20,897	126,309	154,734	159,303	148,373	153,373	153,373	-3.72%
WI Dept of Health and Family S	42017	74,644	0	0	0	0	0	0	0.00%
<b>Intergov Rev Subtotal:</b>		<b>95,541</b>	<b>126,309</b>	<b>154,734</b>	<b>159,303</b>	<b>148,373</b>	<b>153,373</b>	<b>153,373</b>	<b>-3.72%</b>
<b>Licenses:</b>									
Victim Witness Surcharge	44009	17,055	18,391	17,310	15,000	15,000	15,000	15,000	0.00%
<b>Licenses Subtotal:</b>		<b>17,055</b>	<b>18,391</b>	<b>17,310</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>0.00%</b>
<b>Fines and Permits:</b>									
Drug Seizures	44104	(574)	918	1,398	5,000	3,500	3,500	3,500	-30.00%
<b>Fines and Permits Subtotal:</b>		<b>(574)</b>	<b>918</b>	<b>1,398</b>	<b>5,000</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>	<b>-30.00%</b>
<b>Public Services:</b>									
Other Fees	45002	30,300	31,094	28,599	31,000	34,000	34,000	34,000	9.68%
Forms Copies Etc	45003	29,814	17,167	20,159	22,000	22,000	22,000	22,000	0.00%
Warrant Fees	45005	10,507	35,566	59,659	30,000	45,000	50,000	50,000	66.67%
Program Fees	45055	0	0	1,260	0	0	0	0	0.00%
<b>Public Services Subtotal:</b>		<b>70,621</b>	<b>83,826</b>	<b>109,677</b>	<b>83,000</b>	<b>101,000</b>	<b>106,000</b>	<b>106,000</b>	<b>27.71%</b>
<b>Total Operating Revenue:</b>		<b>182,643</b>	<b>229,443</b>	<b>283,118</b>	<b>262,303</b>	<b>267,873</b>	<b>277,873</b>	<b>277,873</b>	<b>5.94%</b>
<b>Revenue Total:</b>		<b>182,643</b>	<b>229,443</b>	<b>283,118</b>	<b>262,303</b>	<b>267,873</b>	<b>277,873</b>	<b>277,873</b>	<b>5.94%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	726,557	756,918	781,575	817,105	846,546	846,546	846,546	3.60%
Temporary Employees	51101	13,049	2,500	2,500	6,000	6,000	6,000	6,000	0.00%
Overtime	51105	1,466	2,672	1,317	0	0	0	0	0.00%
Comp Time	51108	1,417	955	501	0	0	0	0	0.00%
<b>Wages Subtotal:</b>		<b>742,489</b>	<b>763,046</b>	<b>785,893</b>	<b>823,105</b>	<b>852,546</b>	<b>852,546</b>	<b>852,546</b>	<b>3.58%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 101 - District Attorney</b>									
<b>Fringes Benefits:</b>									
FICA Medicare	51200	54,019	55,549	57,159	62,923	65,220	65,220	65,220	3.65%
Health Insurance	51201	201,957	214,315	225,791	236,301	263,416	263,416	263,416	11.47%
Dental Insurance	51202	15,006	15,613	16,496	16,265	16,610	16,610	16,610	2.12%
Workers Compensation	51203	8,108	2,883	3,866	1,606	4,791	4,791	4,791	198.32%
WI Retirement	51206	39,933	40,816	39,634	49,100	44,778	44,778	44,778	-8.80%
Fringe Benefits Other	51207	3,487	4,126	4,044	4,572	4,741	4,741	4,741	3.70%
<b>Fringes Benefits Subtotal:</b>		<b>322,511</b>	<b>333,301</b>	<b>346,990</b>	<b>370,767</b>	<b>399,556</b>	<b>399,556</b>	<b>399,556</b>	<b>7.76%</b>
<b>Total Labor:</b>		<b>1,065,000</b>	<b>1,096,347</b>	<b>1,132,883</b>	<b>1,193,872</b>	<b>1,252,102</b>	<b>1,252,102</b>	<b>1,252,102</b>	<b>4.88%</b>
<b>Travel:</b>									
Registration Tuition	52001	1,415	1,905	2,430	2,400	2,000	2,000	2,000	-16.67%
Automobile Allowance	52002	2,660	1,862	2,164	2,800	2,000	2,000	2,000	-28.57%
Meals	52005	674	267	138	500	400	400	400	-20.00%
Lodging	52006	918	950	459	1,000	800	800	800	-20.00%
Other Travel Exp	52007	117	9	29	250	250	250	250	0.00%
Taxable Meals	52008	110	215	100	0	250	250	250	100.00%
<b>Travel Subtotal:</b>		<b>5,894</b>	<b>5,209</b>	<b>5,320</b>	<b>6,950</b>	<b>5,700</b>	<b>5,700</b>	<b>5,700</b>	<b>-17.99%</b>
<b>Total Travel:</b>		<b>5,894</b>	<b>5,209</b>	<b>5,320</b>	<b>6,950</b>	<b>5,700</b>	<b>5,700</b>	<b>5,700</b>	<b>-17.99%</b>
<b>Office:</b>									
Office Supplies	53000	12,194	10,942	11,252	11,000	10,000	10,000	10,000	-9.09%
Stationery and Forms	53001	1,164	1,478	1,068	1,500	1,200	1,200	1,200	-20.00%
Printing Supplies	53002	5,210	3,887	4,409	5,000	5,000	5,000	5,000	0.00%
Postage and Box Rent	53004	354	227	256	500	400	400	400	-20.00%
Computer Supplies	53005	171	115	318	150	150	150	150	0.00%
Computer Software	53006	0	0	0	1,500	100	100	100	-93.33%
Telephone	53008	3,019	8,588	20,854	5,000	20,000	20,000	20,000	300.00%
Telephone Supplies	53009	139	0	224	0	0	0	0	0.00%
Long Distance	53011	0	1	0	0	0	0	0	0.00%
Wireless	53012	9,424	5,549	30	12,000	0	0	0	-100.00%
Voice and Data Cabling	53014	2,709	0	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>34,383</b>	<b>30,786</b>	<b>38,411</b>	<b>36,650</b>	<b>36,850</b>	<b>36,850</b>	<b>36,850</b>	<b>0.55%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 101 - District Attorney</b>									
<b>Operating:</b>									
Advertising	53500	(450)	55	0	400	328	328	328	-18.00%
Membership Dues	53502	4,648	5,233	4,953	5,300	5,000	5,000	5,000	-5.66%
Food	53520	0	113	40	250	250	250	250	0.00%
Small Equipment	53522	3,957	2,877	0	4,000	500	500	500	-87.50%
Medical Supplies	53524	43	0	0	50	50	50	50	0.00%
Legal Fees	53530	75	20	40	50	0	0	0	-100.00%
Investigation Expense	53532	7,493	3,643	7,511	7,000	7,000	7,000	7,000	0.00%
Witness Expense	53535	5,453	5,599	510	5,000	5,000	5,000	5,000	0.00%
State Special Charges	53563	14	0	0	0	0	0	0	0.00%
Small Equipment Technology	53580	2,769	0	160	250	200	200	200	-20.00%
Print Duplicate	73003	21,590	14,564	13,369	15,000	14,000	14,000	14,000	-6.67%
Postage and Box Rent	73004	11,195	12,770	12,286	12,000	11,000	11,000	11,000	-8.33%
Motor Fuel	73548	5,341	5,128	3,810	5,000	3,500	3,500	3,500	-30.00%
<b>Operating Subtotal:</b>		<b>62,127</b>	<b>50,001</b>	<b>42,679</b>	<b>54,300</b>	<b>46,828</b>	<b>46,828</b>	<b>46,828</b>	<b>-13.76%</b>
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	2,749	2,240	651	2,000	250	250	250	-87.50%
Maintenance Vehicles	54023	1,181	964	1,595	0	0	0	0	0.00%
Equipment Repairs	54029	675	719	44	400	300	300	300	-25.00%
Equipment Repairs	74029	363	330	330	300	300	300	300	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>4,968</b>	<b>4,252</b>	<b>2,621</b>	<b>2,700</b>	<b>850</b>	<b>850</b>	<b>850</b>	<b>-68.52%</b>
<b>Contractual Services:</b>									
Legal Services	55001	0	60	0	100	0	0	0	-100.00%
Vehicle Repairs	55005	961	52	1,545	2,500	3,500	3,500	3,500	40.00%
Transcription Services	55009	6,029	2,670	1,828	2,500	2,500	2,500	2,500	0.00%
Professional Service	55014	13,036	32,144	22,138	21,500	23,000	23,000	23,000	6.98%
Other Contract Services	75030	0	0	851	0	0	0	0	0.00%
<b>Contractual Services Subtotal:</b>		<b>20,026</b>	<b>34,926</b>	<b>26,363</b>	<b>26,600</b>	<b>29,000</b>	<b>29,000</b>	<b>29,000</b>	<b>9.02%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	8,688	7,740	7,104	7,544	7,450	7,450	7,450	-1.25%
<b>Insurance Expenses Subtotal:</b>		<b>8,688</b>	<b>7,740</b>	<b>7,104</b>	<b>7,544</b>	<b>7,450</b>	<b>7,450</b>	<b>7,450</b>	<b>-1.25%</b>
<b>Total Other Operating:</b>		<b>130,193</b>	<b>127,706</b>	<b>117,178</b>	<b>127,794</b>	<b>120,978</b>	<b>120,978</b>	<b>120,978</b>	<b>-5.33%</b>
<b>Expense Total:</b>		<b>1,201,087</b>	<b>1,229,261</b>	<b>1,255,381</b>	<b>1,328,616</b>	<b>1,378,780</b>	<b>1,378,780</b>	<b>1,378,780</b>	<b>3.78%</b>
<b>District Attorney Net/(Levy):</b>		<b>(1,018,445)</b>	<b>(999,818)</b>	<b>(972,263)</b>	<b>(1,066,313)</b>	<b>(1,110,907)</b>	<b>(1,100,907)</b>	<b>(1,100,907)</b>	<b>3.24%</b>

# CLERK OF COURTS & COURTS

General Fund – Division: 130  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: Melissa Pingel  
LOCATION: Winnebago County  
415 Jackson Street  
Oshkosh, WI 54901

TELEPHONE: 236-4849

## MISSION STATEMENT:

The mission of the Clerk of Courts and Courts is to provide the efficient dispensation of justice in all legal matters brought before the courts. The employees of the Court strive for excellent service and it is through their dedication and professionalism our system is able to implement the policies and procedures established by the judiciary and legislature. The Judges and employees are dedicated to ensuring equal access to court services and enhancing public confidence in the court system.

## PROGRAM DESCRIPTION:

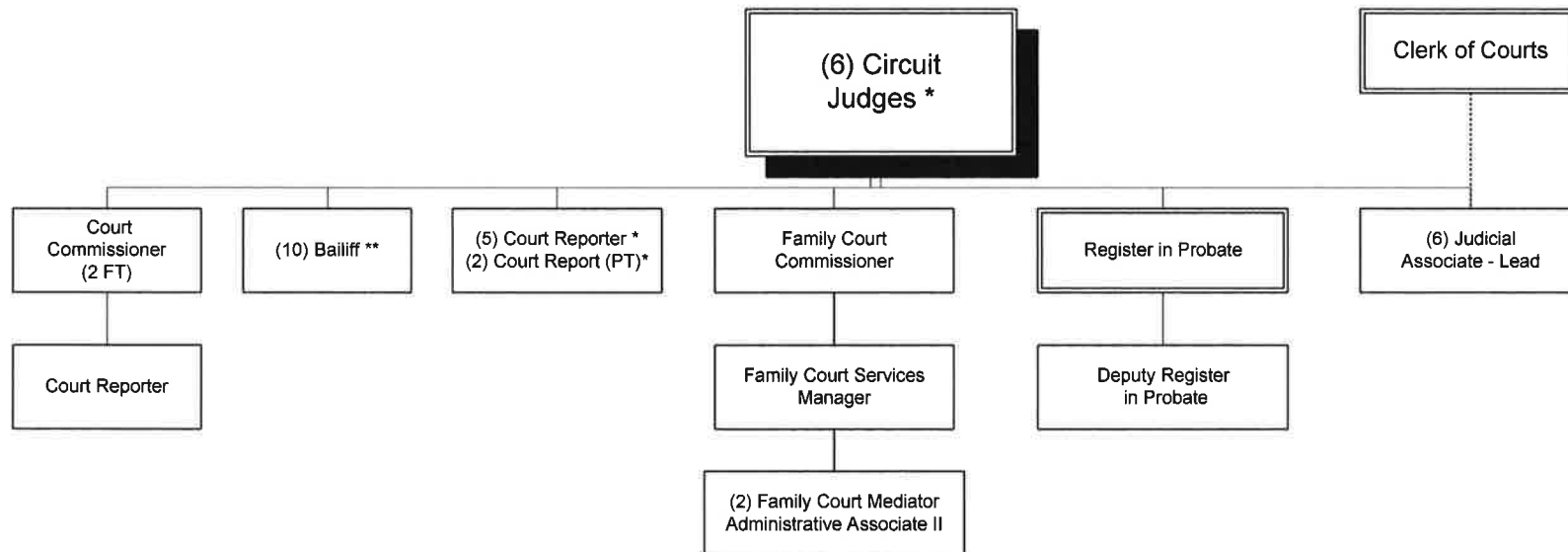
**CLERK OF COURTS:** The Clerk of Courts is a constitutional office that provides support to the Courts and is responsible for the record keeping of all official court records. Additionally, the Clerk is responsible for jury management, exhibit management, budgeting for the courts and related functions, collections of fines, fees, forfeitures, restitution, attorney fee reimbursements, as well as the yearly court calendars.

**FAMILY COURT COMMISSIONER:** Hears family actions, temporary hearings, default divorce hearings, post judgment hearings and assists the public with family actions including restraining order hearings and other statutory requirements.

**COURT COMMISSIONER:** Provides assistance to the Circuit Courts by hearing initial appearances, preliminary and various other hearings on criminal, traffic, ordinance, small claims, juvenile, paternity, and mental and alcohol matters.

**COURTS:** Provide for the dispensation of justice in all legal matters brought before them.

# CIRCUIT COURTS



\* State Employee  
 \*\* Unclassified Employee



# **CLERK OF COURTS & COURTS**

**General Fund – Division: 130  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Melissa M. Pingel  
**LOCATION:** Winnebago County  
415 Jackson Street  
Oshkosh, WI 54901

**TELEPHONE: 236-4849**

## **2016 ACCOMPLISHMENTS:**

- 1. Increased scanning to multiple case types to increase security of court records and decrease long-term storage costs.**
- 2. The Clerk of Court and Courts stayed well within the 2015 budget, we spent \$160,000 less than budgeted.**
- 3. The department has continued to work on record retention to decrease the amount of space the Clerk of Courts needs in County facilities for records.**
- 4. The Clerk of Courts worked with Facilities and the Consultant on a long term plan for the office relocation.**
- 5. The Clerk encourages education. Several Court staff were able to attend regional training in Neenah.**
- 6. The department was able to purchase furniture for the consolidation of the Clerk of Courts office; the furniture allows for more efficient use of space while also a better work environment for the staff.**

## **2017 GOALS & OBJECTIVES:**

- 1. To become a paperless office with the introduction of mandatory e-filing.**
- 2. To continue scanning to create more efficiency and reduce the need for more space.**
- 3. To work with attorneys and the public to implement e-filing to make the transition as smoothly as possible.**
- 4. To further review and cut costs in association with jurors summonsed for trial.**
- 5. To work on file retention and purging old files at Butler storage with the long range plan of having all of the files at the Courthouse.**
- 6. Continue to work with the Department of Revenue to intercept tax monies for fines and unpaid judgments and work with the collection agency for all unpaid court costs, fines and forfeitures that the department is unable to collect through tax intercept.**
- 7. Continue aggressive collection efforts for unpaid court costs, fines and forfeitures regardless of the age of the receivable in order to ensure compliance by defendants and increase revenue for the State and the County.**
- 8. Encourage payment plans to customers, and also increase the price minimally to offset the cost to monitor those on payment plans.**
- 9. Continue to meet regularly with court staff and business partners to develop procedures that maintain our current high standard for court processing and customer service as caseloads increase and funding decreases.**
- 10. Continue efforts of a long range plan for security and space needs for the Courts and court related offices; with the objective to become more user friendly for constituents and decrease costs associated with renting space from the City of Oshkosh (the Public Safety Building).**
- 11. Increase scanning to increase security of records and decrease long-term storage costs and potential costs of a relocation of the office.**
- 12. To relocate the Clerk of Courts office to the first floor of the Courthouse.**
- 13. To assist the County Board to work with the District Court Administrator and Judges to assess courtroom usage.**

# CLERK OF COURTS AND COURTS

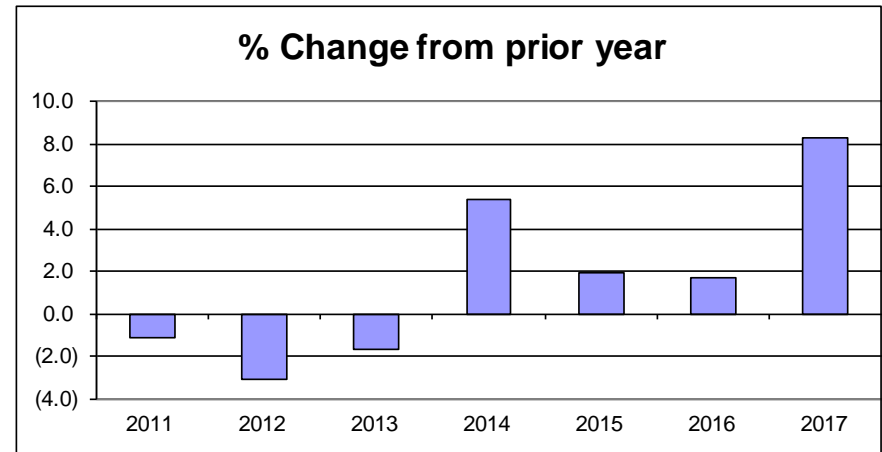
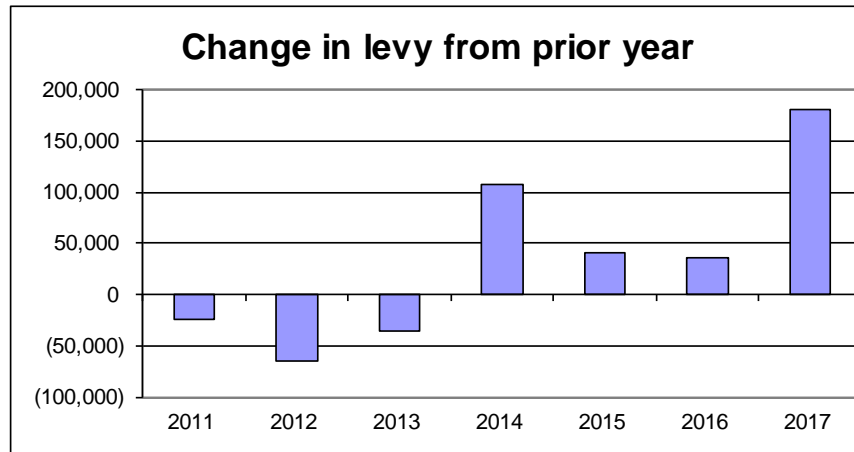
## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	42	42	43	43	43	44	44	44	43	43
Part Time	2	2	2	2	2	2	2	2	2	2
Total	44	44	45	45	45	46	46	46	45	45

There is no change to the staffing table for 2017.

**COUNTY LEVY:** The tax levy for 2017 is \$2,362,826, an increase of \$180,619 or 8.3% over 2016. A large majority of the increase comes from a capital expenditure for video conferencing updates, replacements and maintenance. In years past, these expenditures were budgeted in the Sheriff's Department, but was agreed by both departments that the Clerk of Courts should manage and maintain the systems.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Clerk of Courts

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	\$ 2,182,207	
<b>Revenue Changes - impact on levy:</b>		
WI Children and Families	(7,600)	Increase revenue from State to fund work on Child Support cases based upon Court Commissioner and Staff time processing cases.
Forms Copies Etc.	(4,000)	Projected increase in public need for copies of forms and documents.
Custody Study	3,000	Decrease in custody studies being ordered by the Courts.
Passport Fee	(6,000)	Increase in passport processing based on revenues received in 2014 and 2015.
<b>Expense Changes - impact on levy:</b>		
Health Insurance	42,614	Increase in health insurance premiums as forecasted by Human Resources.
Capital - Equipment	110,000	The Courts are now budgeting for Video Conferencing Updates, Replacements and Maintenance. This historically has been taken care of by the Sheriff's Office, but an agreement is made for efficiency purposes that the Courts should manage and maintain these systems.
Telephone	5,450	Increase due to combining data cabling and telephone with anticipated costs for telephone expenses with the remodel plan.
Small Equipment	10,550	Increase in small equipment for several reasons. The State is requiring mandatory e-filing for CV, FA, PA and SC cases. We need to purchase equipment to keep up with the State requirements. Also, several offices need chairs to be replaced for ergonomic reason and safety reasons. Branch 5 is also requesting new office furniture for the office that is being remodeled in 2017.
Professional Service	10,000	The Courts are taking on the maintenance contract for the video conferencing machines, the contract is roughly 10k per year and this has historically been in the Sheriff's budget.
<b>Other small changes</b>	16,605	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	\$ 2,362,826	

**Financial Summary**  
**Clerk of Courts and Courts**

<b>Items</b>	<b>2016 7-Month Actual</b>	<b>2016 12-Month Estimate</b>	<b>2016 Adopted Budget</b>	<b>2016 Adjusted Budget</b>	<b>2017 Adopted Budget</b>
Total Revenues	1,137,855	1,842,568	1,863,800	1,863,800	1,870,660
Labor	1,749,409	3,162,552	3,048,168	3,048,168	3,103,922
Travel	5,345	11,831	11,170	11,170	12,000
Capital	-	-	-	-	110,000
Other Expenditures	507,598	1,033,402	986,669	1,042,232	1,007,564
Total Expenditures	2,262,352	4,207,785	4,046,007	4,101,570	4,233,486
Levy			2,182,207		2,362,826

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 130 - Courts</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
WI Children and Families	42005	50,243	52,042	75,699	101,400	109,000	109,000	109,000	7.50%
WI Dept of Justice	42018	586,958	608,743	652,113	641,000	641,000	641,000	641,000	0.00%
<b>Intergov Rev Subtotal:</b>		<b>637,201</b>	<b>660,784</b>	<b>727,812</b>	<b>742,400</b>	<b>750,000</b>	<b>750,000</b>	<b>750,000</b>	<b>1.02%</b>
<b>Licenses:</b>									
Marriage Licenses	44000	31,200	33,060	29,130	30,000	28,000	28,000	28,000	-6.67%
Occupational Drivers Licenses	44005	700	260	160	200	160	160	160	-20.00%
<b>Licenses Subtotal:</b>		<b>31,900</b>	<b>33,320</b>	<b>29,290</b>	<b>30,200</b>	<b>28,160</b>	<b>28,160</b>	<b>28,160</b>	<b>-6.75%</b>
<b>Fines and Permits:</b>									
County Fines	44100	172,716	156,624	156,041	150,000	155,000	155,000	155,000	3.33%
State Fines	44101	265,577	222,025	210,305	222,000	211,000	211,000	211,000	-4.95%
Municipal Forfeiture	44109	20,195	40,210	38,440	32,000	32,000	32,000	32,000	0.00%
<b>Fines and Permits Subtotal:</b>		<b>458,488</b>	<b>418,859</b>	<b>404,786</b>	<b>404,000</b>	<b>398,000</b>	<b>398,000</b>	<b>398,000</b>	<b>-1.49%</b>
<b>Public Services:</b>									
Probate Fees	45001	50,606	60,770	52,925	45,000	45,000	45,000	45,000	0.00%
Other Fees	45002	419,927	321,971	312,679	295,000	297,000	297,000	297,000	0.68%
Forms Copies Etc	45003	33,482	32,324	33,622	26,000	30,000	30,000	30,000	15.38%
Support Filing Applic	45006	2,870	3,338	2,940	2,700	2,800	2,800	2,800	3.70%
Mediation	45007	23,393	14,726	16,812	18,000	17,000	17,000	17,000	-5.56%
Search Notice Fees	45008	6,135	10,255	10,315	9,500	9,500	9,500	9,500	0.00%
Legal Fees Reimbursed	45026	138,624	107,717	93,594	110,000	110,000	110,000	110,000	0.00%
Client Cost Shares Fees	45035	31,349	17,555	0	0	0	0	0	0.00%
Other Public Charges	45057	34,454	32,484	27,213	27,000	26,000	26,000	26,000	-3.70%
Custody Study	45070	13,420	21,015	10,247	18,000	15,000	15,000	15,000	-16.67%
Payment Plan Fees	45072	4,320	6,510	6,338	5,500	5,800	5,800	5,800	5.45%
Restitution 5 Percent	45073	1,044	3,572	2,459	3,100	3,200	3,200	3,200	3.23%
Passport Fee	45075	14,275	29,613	37,525	27,000	33,000	33,000	33,000	22.22%
Medical Cost Reimbursed	45076	0	0	210	0	0	0	0	0.00%
Witness Fees Reimbursed	45077	1,183	2,724	2,050	2,400	1,600	1,600	1,600	-33.33%
Juvenile Legal Fees Reimbursed	45078	756	2,889	3,625	3,000	3,100	3,100	3,100	3.33%
<b>Public Services Subtotal:</b>		<b>775,839</b>	<b>667,462</b>	<b>612,553</b>	<b>592,200</b>	<b>599,000</b>	<b>599,000</b>	<b>599,000</b>	<b>1.15%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 130 - Courts</b>									
<b>Intergov Services:</b>									
Family Court Counseling	43000	15,014	21,174	21,170	18,000	18,500	18,500	18,500	2.78%
Cost Share Municipalities	43016	840	504	0	0	0	0	0	0.00%
<b>Intergov Services Subtotal:</b>		<b>15,855</b>	<b>21,677</b>	<b>21,170</b>	<b>18,000</b>	<b>18,500</b>	<b>18,500</b>	<b>18,500</b>	<b>2.78%</b>
<b>Total Operating Revenue:</b>		<b>1,919,282</b>	<b>1,802,103</b>	<b>1,795,611</b>	<b>1,786,800</b>	<b>1,793,660</b>	<b>1,793,660</b>	<b>1,793,660</b>	<b>0.38%</b>
<b>Interest:</b>									
Interest Investments	48000	77,842	77,296	68,259	77,000	77,000	77,000	77,000	0.00%
<b>Interest Subtotal:</b>		<b>77,842</b>	<b>77,296</b>	<b>68,259</b>	<b>77,000</b>	<b>77,000</b>	<b>77,000</b>	<b>77,000</b>	<b>0.00%</b>
<b>Misc Revenues:</b>									
Other Miscellaneous Revenues	48109	805	0	0	0	0	0	0	0.00%
<b>Misc Revenues Subtotal:</b>		<b>805</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>78,647</b>	<b>77,296</b>	<b>68,259</b>	<b>77,000</b>	<b>77,000</b>	<b>77,000</b>	<b>77,000</b>	<b>0.00%</b>
<b>Revenue Total:</b>		<b>1,997,929</b>	<b>1,879,399</b>	<b>1,863,870</b>	<b>1,863,800</b>	<b>1,870,660</b>	<b>1,870,660</b>	<b>1,870,660</b>	<b>0.37%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	2,017,090	2,065,493	1,980,141	2,026,047	2,044,089	2,044,089	2,044,089	0.89%
Temporary Employees	51101	11,477	9,460	7,800	6,000	6,000	6,000	6,000	0.00%
Bailiff And Matron	51104	130,080	115,200	105,360	115,000	107,000	107,000	107,000	-6.96%
Overtime	51105	3,081	4,089	5,747	9,398	6,865	6,865	6,865	-26.95%
Other Per Diem	51107	(560)	2,000	0	0	0	0	0	0.00%
Comp Time	51108	3,444	2,952	3,082	3,000	3,000	3,000	3,000	0.00%
Payroll Sundry Account	51190	890	6,361	0	0	0	0	0	0.00%
<b>Wages Subtotal:</b>		<b>2,165,501</b>	<b>2,205,555</b>	<b>2,102,130</b>	<b>2,159,445</b>	<b>2,166,954</b>	<b>2,166,954</b>	<b>2,166,954</b>	<b>0.35%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 130 - Courts</b>									
<b>Fringes Benefits:</b>									
FICA Medicare	51200	158,396	159,701	152,929	155,713	156,898	156,898	156,898	0.76%
Health Insurance	51201	495,481	486,275	537,143	545,330	587,944	587,944	587,944	7.81%
Dental Insurance	51202	36,375	37,914	36,643	37,877	35,307	35,307	35,307	-6.79%
Workers Compensation	51203	14,051	4,859	7,505	3,211	5,913	5,913	5,913	84.15%
Unemployment Comp	51204	814	402	2,941	0	0	0	0	0.00%
WI Retirement	51206	128,561	137,646	131,649	135,244	139,458	139,458	139,458	3.12%
Fringe Benefits Other	51207	9,359	12,918	11,078	11,348	11,448	11,448	11,448	0.88%
<b>Fringes Benefits Subtotal:</b>		<b>843,038</b>	<b>839,714</b>	<b>879,888</b>	<b>888,723</b>	<b>936,968</b>	<b>936,968</b>	<b>936,968</b>	<b>5.43%</b>
<b>Total Labor:</b>		<b>3,008,539</b>	<b>3,045,269</b>	<b>2,982,017</b>	<b>3,048,168</b>	<b>3,103,922</b>	<b>3,103,922</b>	<b>3,103,922</b>	<b>1.83%</b>
<b>Travel:</b>									
Registration Tuition	52001	2,269	1,286	1,199	3,368	2,939	2,485	2,485	-26.22%
Automobile Allowance	52002	4,793	4,563	5,419	5,607	6,476	4,691	4,691	-16.34%
Meals	52005	454	429	375	435	1,263	1,178	1,178	170.80%
Lodging	52006	1,570	1,250	1,326	1,760	4,378	3,628	3,628	106.14%
Other Travel Exp	52007	34	48	24	0	618	18	18	100.00%
Taxable Meals	52008	251	85	188	0	0	0	0	0.00%
<b>Travel Subtotal:</b>		<b>9,371</b>	<b>7,661</b>	<b>8,531</b>	<b>11,170</b>	<b>15,674</b>	<b>12,000</b>	<b>12,000</b>	<b>7.43%</b>
<b>Total Travel:</b>		<b>9,371</b>	<b>7,661</b>	<b>8,531</b>	<b>11,170</b>	<b>15,674</b>	<b>12,000</b>	<b>12,000</b>	<b>7.43%</b>
<b>Capital Outlay:</b>									
Equipment	58004	0	0	0	0	110,000	110,000	110,000	100.00%
<b>Capital Outlay Subtotal:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>110,000</b>	<b>110,000</b>	<b>110,000</b>	<b>100.00%</b>
<b>Total Capital:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>110,000</b>	<b>110,000</b>	<b>110,000</b>	<b>100.00%</b>



**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 130 - Courts</b>									
<b>Office:</b>									
Office Supplies	53000	8,455	10,565	10,728	11,400	13,750	10,750	10,750	-5.70%
Stationery and Forms	53001	5,508	17,318	10,552	10,350	10,150	10,150	10,150	-1.93%
Printing Supplies	53002	13,511	14,373	12,097	13,500	13,500	13,500	13,500	0.00%
Postage and Box Rent	53004	2,150	1,885	697	2,285	1,590	1,590	1,590	-30.42%
Computer Supplies	53005	59	0	0	0	0	0	0	0.00%
Telephone	53008	8,163	8,088	15,252	9,000	14,450	14,450	14,450	60.56%
Telephone Supplies	53009	58	0	0	0	250	250	250	100.00%
Long Distance	53011	0	2	0	0	0	0	0	0.00%
Voice and Data Cabling	53014	308	83	0	0	300	300	300	100.00%
<b>Office Subtotal:</b>		<b>38,211</b>	<b>52,313</b>	<b>49,326</b>	<b>46,535</b>	<b>53,990</b>	<b>50,990</b>	<b>50,990</b>	<b>9.57%</b>
<b>Operating:</b>									
Advertising	53500	33	0	0	0	0	0	0	0.00%
Subscriptions	53501	6,204	2,052	1,859	1,840	1,580	1,580	1,580	-14.13%
Membership Dues	53502	2,078	1,726	2,535	2,035	2,773	2,773	2,773	36.27%
Publish Legal Notices	53503	22	0	0	200	200	200	200	0.00%
Food	53520	0	0	32	0	0	0	0	0.00%
Small Equipment	53522	3,895	2,376	6,299	9,600	20,150	20,150	20,150	109.90%
Other Operating Supplies	53533	370	0	1,979	0	0	0	0	0.00%
Witness Expense	53535	8,037	3,386	3,088	11,440	12,840	8,840	8,840	-22.73%
Jury Expense	53536	137,148	83,744	69,507	104,000	102,000	100,000	100,000	-3.85%
Interpreter Fees	53537	33,304	26,357	26,010	31,000	31,100	31,100	31,100	0.32%
Small Equipment Technology	53580	392	2,154	8,033	700	700	700	700	0.00%
Print Duplicate	73003	21,308	17,056	19,003	17,900	18,200	18,200	18,200	1.68%
Postage and Box Rent	73004	67,386	64,636	63,919	67,100	68,420	68,420	68,420	1.97%
<b>Operating Subtotal:</b>		<b>280,178</b>	<b>203,487</b>	<b>202,265</b>	<b>245,815</b>	<b>257,963</b>	<b>251,963</b>	<b>251,963</b>	<b>2.50%</b>
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	4,451	4,066	0	5,000	5,000	5,000	5,000	0.00%
Equipment Repairs	54029	6,878	3,382	3,628	5,800	5,800	5,800	5,800	0.00%
Equipment Repairs	74029	924	891	924	865	828	828	828	-4.28%
<b>Repairs &amp; Maint Subtotal:</b>		<b>12,253</b>	<b>8,339</b>	<b>4,552</b>	<b>11,665</b>	<b>11,628</b>	<b>11,628</b>	<b>11,628</b>	<b>-0.32%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 130 - Courts</b>									
<b>Contractual Services:</b>									
Medical and Dental	55000	208,099	138,846	170,753	181,000	180,000	180,000	180,000	-0.55%
Legal Services	55001	367,974	353,862	339,954	398,050	399,900	399,900	399,900	0.46%
Transcription Services	55009	6,915	5,822	7,514	8,000	8,000	8,000	8,000	0.00%
Professional Service	55014	13,599	18,072	13,494	15,800	25,800	25,800	25,800	63.29%
Collection Services	55015	50	0	0	0	0	0	0	0.00%
Security Service	55028	50	50	50	0	0	0	0	0.00%
Mediation Services	55038	59,583	65,000	65,000	65,000	65,000	65,000	65,000	0.00%
<b>Contractual Services Subtotal:</b>		<b>656,271</b>	<b>581,653</b>	<b>596,765</b>	<b>667,850</b>	<b>678,700</b>	<b>678,700</b>	<b>678,700</b>	<b>1.62%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	12,708	12,732	13,860	14,804	14,283	14,283	14,283	-3.52%
<b>Insurance Expenses Subtotal:</b>		<b>12,708</b>	<b>12,732</b>	<b>13,860</b>	<b>14,804</b>	<b>14,283</b>	<b>14,283</b>	<b>14,283</b>	<b>-3.52%</b>
<b>Total Other Operating:</b>		<b>999,622</b>	<b>858,524</b>	<b>866,767</b>	<b>986,669</b>	<b>1,016,564</b>	<b>1,007,564</b>	<b>1,007,564</b>	<b>2.12%</b>
<b>Expense Total:</b>		<b>4,017,532</b>	<b>3,911,454</b>	<b>3,857,315</b>	<b>4,046,007</b>	<b>4,246,160</b>	<b>4,233,486</b>	<b>4,233,486</b>	<b>4.63%</b>
<b>Courts Net/(Levy):</b>		<b>(2,019,602)</b>	<b>(2,032,055)</b>	<b>(1,993,445)</b>	<b>(2,182,207)</b>	<b>(2,375,500)</b>	<b>(2,362,826)</b>	<b>(2,362,826)</b>	<b>8.28%</b>

# WINNEBAGO COUNTY CAPITAL OUTLAY - 2017

<u>Department</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Cost</u>	<u>Capital Outlay</u>
Clerk of Courts - Branch 2	Video Conferencing Replacement	1	55,000	55,000
		1		55,000
Clerk of Courts - Court Commissioner	Video Conferencing Replacement	1	55,000	55,000
		1		55,000
		<b>2</b>		<b>110,000</b>

# CLERK OF COURTS AND COURTS PROGRAM BUDGETS

NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
								2017 ADOPTED	2016 ADOPTED	2015 ADOPTED	2017 OVER 2016	2016 OVER 2015
Clerk of Courts Revenues	1130	1,827,152	3,898	-	275,849	2,106,899	1,712,160	2,106,899 (1,712,160)	2,085,545 (1,658,400)	2,022,530 (1,795,908)	1.0 3.2	3.1 (7.7)
Circuit Court I Revenues	1131	67,076	-	-	99,660	166,736	-	166,736 -	164,928 -	165,017 -	1.1 N/A	(0.1) N/A
Circuit Court II Revenues	1132	54,792	-	55,000	99,323	209,115	-	209,115 -	153,904 -	150,539 -	35.9 N/A	2.2 N/A
Circuit Court III Revenues	1133	70,649	-	-	99,339	169,988	-	169,988 -	167,612 -	173,098 -	1.4 N/A	(3.2) N/A
Circuit Court IV Revenues	1134	67,148	-	-	100,313	167,461	-	167,461 -	176,477 -	175,650 -	(5.1) N/A	0.5 N/A
Circuit Court V Revenues	1135	69,334	-	-	103,036	172,370	-	172,370 -	166,631 -	171,005 -	3.4 N/A	(2.6) N/A
Circuit Court VI Revenues	1136	67,516	-	-	99,419	166,935	-	166,935 -	163,536 -	163,857 -	2.1 N/A	(0.2) N/A
Teen Court Revenues	1140	-	-	-	-	-	-	- -	- -	80,215 (300)	N/A N/A	(100.0) (100.0)
VIP Revenues	1141	-	-	-	-	-	-	- -	- -	88,522 (22,000)	N/A N/A	(100.0) (100.0)
Family Court Commissioner Revenues	1142	102,552	1,684	-	84,630	188,866	58,000	188,866 (58,000)	181,585 (101,400)	300,117 (101,400)	4.0 (42.8)	(39.5) 0.0
Court Commissioner Revenues	1143	299,923	1,585	55,000	22,310	378,818	-	378,818 -	298,819 -	191,622 -	26.8 N/A	55.9 N/A
Law Library Revenues	1144	-	-	-	150	150	-	150 -	150 -	3,650 -	0.0 N/A	(95.9) N/A
Probate Revenues	1146	155,397	888	-	14,120	170,405	-	170,405 -	162,365 -	160,095 -	5.0 N/A	1.4 N/A
Family Court Counseling Revenues	1149	322,383	3,945	-	9,415	335,743	100,500	335,743 (100,500)	324,455 (104,000)	320,590 (101,000)	3.5 (3.4)	1.2 3.0
<b>Grand Totals</b>		<b>3,103,922</b>	<b>12,000</b>	<b>110,000</b>	<b>1,007,564</b>	<b>4,233,486</b>	<b>1,870,660</b>	<b>2,362,826</b>	<b>2,182,207</b>	<b>2,145,899</b>	<b>8.3</b>	<b>1.7</b>

# SHERIFF'S OFFICE

General Fund – Division: 110  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: John Matz  
LOCATION: Sheriff's Office  
4311 Jackson Street  
Oshkosh, WI 5901

TELEPHONE: 236-7300

## MISSION STATEMENT:

The Winnebago County Sheriff's Office is committed to providing comprehensive public safety services in partnership with its citizens to promote a safe and secure community.

## PROGRAM DESCRIPTION:

**BOAT PATROL:** Patrol the waterways within Winnebago County and enforce state boating laws and county ordinances. Investigate boating accidents and respond to emergencies and boaters in distress. Work in conjunction with local fire departments to provide rescue and recovery operations on both open and frozen bodies of water.

**COMMUNICATIONS - E911:** Receive emergency and non-emergency calls for service. Dispatch and coordinate the response of Law Enforcement, Fire Fighters, EMS and Emergency Management. Monitor activities of emergency personnel and provide logistical support to facilitate their efforts.

**CORRECTIONS:** Manage the Winnebago County Jail in accordance with Wisconsin State Statutes and Administrative Code. Ensure incarcerated citizens are secure and provided resources that aid in their rehabilitation. Administer alternatives to incarceration and court ordered programming that allows individuals to remain in the community.

**COURT SERVICES:** Provide security to the campus of the Winnebago County Courthouse. Tend to the Courts' transporting of prisoners, service of civil process and apprehension of persons with outstanding arrest warrants. Support all divisions within the Sheriff's Office by documenting, maintaining and dispensing records and reports.

**CRIME PREVENTION AND COMMUNITY SERVICES:** Advocate pro-active crime prevention and educational initiatives using collaborative community efforts. Partnerships include Neighborhood and Business Watch, on site security surveys, PAWS (Potentially Abusive Workplace Situations), D.A.R.E., and the 911 emergency phone program. The Sheriff's Office is also involved extensively in multi-jurisdictional community coalitions such as Re:Th!nk, Fox Valley Safe Kids, Crime Stoppers, and TRICOM.

**DETECTIVE:** Conduct complex investigations requiring specialized training and experience to apprehend individuals who have violated local, state and federal laws. Maximize efficiency and effectiveness through peer networking and incorporating traditional investigative techniques with the most current technological resources available. Actions are focused on advocating victim's rights, enhancing the safety and security of citizens, and working for the greater good.

**PATROL:** Provide proactive law enforcement and protection services to the citizens of Winnebago County. Thoroughly investigate complaints and traffic crashes with fair and neutral application of state and local laws. Resolve calls for service and conflicts using problem solving strategies and mediation techniques. Focus enforcement efforts on initiatives that improve highway safety and overall quality of life within Winnebago County. Use education and community based policing strategies to garner citizen support and deter crime.

**RESERVES:** Support the Sheriff's Office mission by providing supplemental personnel to conduct traffic control, crowd control, event security, courthouse security and boat patrol. Provides cost effective law enforcement and security solutions for those individuals and organizations choosing to contract directly for these services.

**SNOW PATROL:** Patrol the public trails and frozen waterways within Winnebago County during the winter months enforcing state laws and county ordinances. Work in cooperation with the DNR and local interest groups in an effort to provide safe and courteous use of natural resources.

**TRAINING:** Ensure that staff members are prepared to provide quality service to the citizens of Winnebago County. Instructs employees on the core competencies of their position and provides advanced continuing education. Manages risk by adopting standards and policies that meet or exceed the professional requirements of the position. Adapts to the ever evolving criminal justice system by providing the most current, relevant and realistic training germane to the employee's position.

Sheriff

Chief Deputy Sheriff

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graph TD
    A[Records Administrative Supervisor] --> B["(3) Records and Transcription Associate"]
  
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Accountant

### Captain Corrections

## CORRECTIONS DIVISION

Captain  
Administration

**TRAINING/SPECIAL  
OPS DIVISION**

COMM/E911  
DIVISION

Captain  
Detective

**DETECTIVE  
DIVISION**

Captain  
Patrol

**PATROL  
DIVISION**

**Lieutenant  
Professional  
Standards**

(8) Lieutenant/  
Patrol

(36) Police Officer  
Police Officer-  
Community Service

(2) Lieutenant Corrections

(6) Sergeant-Corrections

(4) Corporal

(48) Corrections Officer  
(10) Corrections Officer (PT)  
(2) Inmate Classification Associate  
(14) Booking/Security Assoc.  
Corrections Financial Assoc.  
Financial Associate I

Lieutenant Court  
Services/GPS

(2) Corporal Court Services

(9) Corrections Officer-Court Services

Work Release  
Unit Supervisor

**Corrections Financial Assoc.  
GPS Coordinator  
Warrant and Electronic  
Monitoring Associate**

**Corrections Financial Assoc.  
GPS Coordinator  
Warrant and Electronic  
Monitoring Associate**

Lieutenant-Training/  
Special Ops

(30) Reserve Officers\*\*

(30) Reserve Officers\*\*

Lieutenant  
Communications

(31) Dispatcher  
Public Safety  
Application  
Administrator

(31) Dispatcher  
Public Safety  
Application  
Administrator

Lieutenant  
Detective

Evidence/Records  
SupervisorEvidence/Records  
SupervisorPublic Safety Records  
AssociatePublic Safety Records  
Associate

**Traffic and Warrant Associate**

**Traffic and Warrant Associate**

## Civil Process Associate

(7) Detective

(7) Detective

Crime Analyst

231

# **SHERIFF'S OFFICE**

**General Fund – Division: 110  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** John Matz  
**LOCATION:** Sheriff's Office  
4311 Jackson Street  
Oshkosh, WI 54901

**TELEPHONE: 236-7300**

## **2016 ACCOMPLISHMENTS:**

- 1. Expanded the digital recording of police/citizen contacts through the purchase of body worn cameras.**
- 2. Combatted heroin drug overdoses as the first law enforcement agency in Winnebago County to distribute Naloxone (Narcan) to deputies for deployment in the community as well as the jail.**
- 3. Enhanced community understanding and relations by developing a pilot 14-week Citizens Police Academy.**
- 4. Proactively addressed potential disparate policing tactics by providing all Sheriff's Office staff with Implicit Bias training.**
- 5. Increased the effectiveness of child exploitation investigations by reclassifying the Crime Analyst position from part-time to full-time.**
- 6. Expanded the capabilities of the Winnebago Radio System as the first network to connect public safety responders with the State WISCOM system via Inter-Sub System Interface (ISSI) gateway.**
- 7. Ensured effective disaster response and communication by securing Telecommunications Service Priority (TSP) and Government Emergency Telephone Service (GETS) for the Communication Center as well as Wireless Priority Service (WPS) to select Agency cell phones.**
- 8. In partnership with the Facilities Department and Courthouse Security Committee, continued planning and development of security procedures for the Courthouse Security Center.**
- 9. Upgraded the Northpointe Offender Classification software to provide better assessment of inmates and comply with Prison Rape Elimination Act screening requirements.**
- 10. Developed a Booking Station in the Courthouse to more efficiently comply with State mandates for DNA collection, fingerprinting and photo bookings.**



## **2017 GOALS & OBJECTIVES:**

- 1. Begin the multi-year process of replacing end-of-life squad video cameras. The new cameras will seamlessly integrate with the body worn cameras to create a comprehensive video system that is stored on the Unified Evidence Management System.**
- 2. Expand the Citizens Police Academy to further community relations and advance understanding of the Sheriff's Office operations.**
- 3. Utilize social media outlets to conduct proactive investigations that target human trafficking incidents.**
- 4. Work with the Facilities Department to permanently address the space needs for storage of vehicles and other large evidentiary items.**
- 5. Maintain peak operational efficiency and effectiveness of the Radio System by performing the first major software and hardware upgrades.**
- 6. Replace the antiquated infrastructure of the Jail's video surveillance system to better capture activity and protect the County from liability claims.**
- 7. Ensure effective court proceedings and satisfy judicial requirements by replacing non-compliant video court units in the courthouse.**
- 8. Seek TAD Grant funding to reduce program costs for 24-7 Drug and Alcohol Program participants.**

# SHERIFF

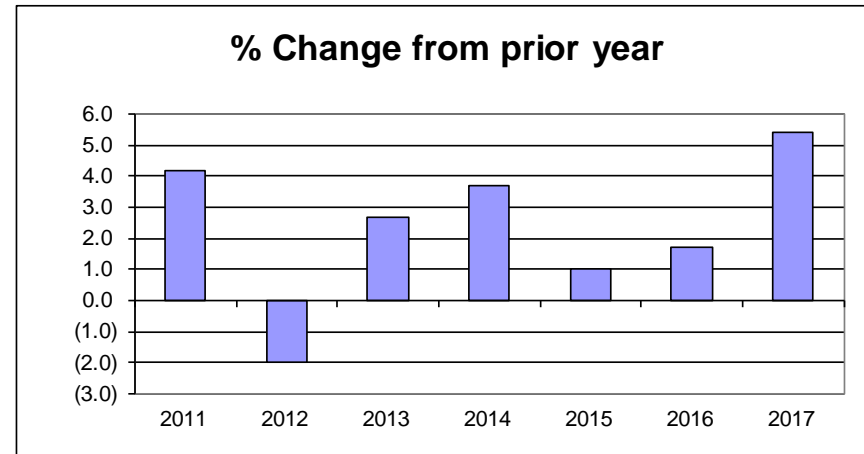
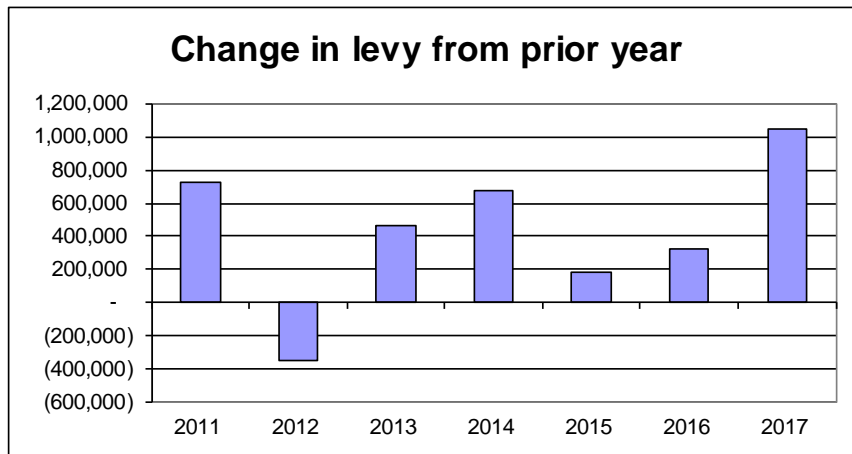
## 2016 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	189	189	191	192	192	191	194	195	198	198
Part Time	0	4	4	8	8	8	8	8	10	10
Total	189	193	195	200	200	199	202	203	208	208

There is no change to the staffing table for 2017.

**COUNTY LEVY:** The tax levy for 2017 is \$20,305,758, an increase of \$1,044,556 or 5.4% over 2016. Roughly \$822,000 of the increase comes from the labor area based on increases to comp time and fringe benefits. Additional wages and benefits related to manning the welcome center at the courthouse are included in the 2017 budget. Some of this was budgeted in 2016 but 2017 will include a larger portion of the year as it is scheduled to open during early 2017. The 2016 budget was based on protective employees picking up a larger share of the employee portion of Wisconsin Retirement. We were unable to attain this in 2016.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Sheriff

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 19,261,202</b>	
<b>Revenue Changes - impact on levy:</b>		
WI Dept of Justice	(6,040)	Increase due to the Justice Assistance Grant shared with the Oshkosh Police Dept.
Other Fees	(3,300)	Increase due to the recovered funds from insurance companies for impounded vehicles.
Board of Prisoners (public services)	(9,490)	Increase due to additional inmates on Huber.
Intake Booking Fees	(4,000)	Increased jail population resulting in more booking fees being received.
Board of Prisoners (intergov)	(147,456)	Increase in out of county prisoner transports.
Sale of Property & Equipment	6,500	Decrease based on history and market price of squads being sold.
<b>Expense Changes - impact on levy:</b>		
Comp Time	73,823	Increase due to not budgeting in this account previously, but was used for actual expenses.
Health Insurance	272,944	Increase in health insurance premiums as projected by Human Resources.
Dental Insurance	7,545	Increase in dental insurance premiums as projected by Human Resources.
WI Retirement	467,736	Increase in WI Retirement costs. In 2016 we anticipated that the protective employees would pick up more of the employee share through bargaining. We were not able to attain this.
Uniform Tools Allowance	(73,077)	Decrease due to the clothing allowance now being included in the deputy hourly wage.
Small Equipment	(12,070)	Decrease based on last year this account included the body worn camera purchase, no longer needed to budget in 2017.
Motor Fuel	(30,503)	Decrease based on fuel cost history.
Medical and Dental	(28,500)	Decrease based on history.
Vehicle Repairs	4,764	Increase based on history of vehicle repairs over the past few years.
Collection Services	3,000	Increase based on history of collection costs over the past few years.
Other Contracted Services	113,845	Increase based on the jail medical services contract and a full year of NICE 911 recording system.
<b>Other small changes</b>	<b>408,835</b>	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ 20,305,758</b>	

## Financial Summary Sheriff

<b>Items</b>	<b>2016 7-Month Actual</b>	<b>2016 12-Month Estimate</b>	<b>2016 Adopted Budget</b>	<b>2016 Adjusted Budget</b>	<b>2017 Adopted Budget</b>
Total Revenues	1,534,107	2,999,535	2,652,345	2,930,371	2,810,485
Labor	9,811,416	17,383,414	17,278,440	17,278,440	18,593,436
Travel	36,061	89,572	84,232	84,232	81,232
Capital	329,804	717,685	499,289	731,537	498,165
Other Expenditures	2,367,861	3,861,906	4,051,586	4,097,364	3,943,410
Total Expenditures	12,545,142	22,052,577	21,913,547	22,191,573	23,116,243
Levy			19,261,202		20,305,758

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 110 - Sheriff</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
Office of Justice Assistance	42003	6,540	38,536	3,750	1,800	2,000	2,000	2,000	11.11%
WI Natural Resources	42009	35,748	55,223	54,997	54,713	53,317	53,317	53,317	-2.55%
Dept of Transportation	42011	91,664	37,215	47,074	37,000	37,000	37,000	37,000	0.00%
WI Dept of Justice	42018	23,200	31,436	28,680	25,600	31,640	31,640	31,640	23.59%
<b>Intergov Rev Subtotal:</b>		<b>157,153</b>	<b>162,410</b>	<b>134,501</b>	<b>119,113</b>	<b>123,957</b>	<b>123,957</b>	<b>123,957</b>	<b>4.07%</b>
<b>Fines and Permits:</b>									
Parking Violations	44103	5,455	6,145	5,416	6,000	6,000	6,000	6,000	0.00%
Drug Seizures	44104	1,376	3,630	2,205	3,000	3,000	3,000	3,000	0.00%
<b>Fines and Permits Subtotal:</b>		<b>6,831</b>	<b>9,775</b>	<b>7,621</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>	<b>0.00%</b>
<b>Public Services:</b>									
Other Fees	45002	68,891	42,581	27,220	39,500	42,800	42,800	42,800	8.35%
Forms Copies Etc	45003	3,662	3,303	3,628	3,500	4,000	4,000	4,000	14.29%
Warrant Fees	45005	18,544	17,242	17,955	16,000	17,000	17,000	17,000	6.25%
Telephone	45009	178,817	246,588	276,864	245,000	245,000	245,000	245,000	0.00%
Civil Process Fees	45019	185,734	143,162	126,993	145,000	145,000	145,000	145,000	0.00%
Board of Prisoners	45020	202,266	157,063	185,077	170,820	180,310	180,310	180,310	5.56%
Restitution	45022	584	3,960	89	2,000	1,700	1,700	1,700	-15.00%
Police Services	45023	273,000	257,520	266,747	259,537	251,000	251,000	251,000	-3.29%
Photographic Revenue	45024	239	200	332	100	250	250	250	150.00%
Donations	45034	3,485	22,300	26,703	1,000	1,500	1,500	1,500	50.00%
Medical MA Co Pay	45043	16,587	17,560	20,317	16,500	17,000	17,000	17,000	3.03%
Monitoring Fees	45044	524,908	437,903	363,689	480,310	481,390	481,390	481,390	0.22%
Concession Revenue	45050	116,863	117,621	114,960	115,000	115,000	115,000	115,000	0.00%
Intake Booking Fees	45063	77,450	100,705	100,298	78,000	82,000	82,000	82,000	5.13%
Damages to Monitor Equipment	45064	641	364	74	400	350	350	350	-12.50%
<b>Public Services Subtotal:</b>		<b>1,671,671</b>	<b>1,568,073</b>	<b>1,530,946</b>	<b>1,572,667</b>	<b>1,584,300</b>	<b>1,584,300</b>	<b>1,584,300</b>	<b>0.74%</b>
<b>Intergov Services:</b>									
Board of Prisoners	43006	729,557	693,974	760,780	650,658	798,114	798,114	798,114	22.66%
Incentives	43009	16,600	16,600	17,000	17,000	17,000	17,000	17,000	0.00%
Cost Share Municipalities	43016	55,194	159,149	224,267	228,207	229,214	229,214	229,214	0.44%
<b>Intergov Services Subtotal:</b>		<b>801,351</b>	<b>869,723</b>	<b>1,002,047</b>	<b>895,865</b>	<b>1,044,328</b>	<b>1,044,328</b>	<b>1,044,328</b>	<b>16.57%</b>
<b>Total Operating Revenue:</b>		<b>2,637,006</b>	<b>2,609,980</b>	<b>2,675,114</b>	<b>2,596,645</b>	<b>2,761,585</b>	<b>2,761,585</b>	<b>2,761,585</b>	<b>6.35%</b>

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 110 - Sheriff</b>									
<b>Misc Revenues:</b>									
Sale Of Prop Equip	48104	36,956	44,214	57,638	54,500	48,000	48,000	48,000	-11.93%
Other Miscellaneous Revenues	48109	383	455	4,894	1,200	900	900	900	-25.00%
<b>Misc Revenues Subtotal:</b>		<b>37,339</b>	<b>44,669</b>	<b>62,532</b>	<b>55,700</b>	<b>48,900</b>	<b>48,900</b>	<b>48,900</b>	<b>-12.21%</b>
<b>Total Non-Operating Revenue:</b>		<b>37,339</b>	<b>44,669</b>	<b>62,532</b>	<b>55,700</b>	<b>48,900</b>	<b>48,900</b>	<b>48,900</b>	<b>-12.21%</b>
<b>Revenue Total:</b>		<b>2,674,345</b>	<b>2,654,649</b>	<b>2,737,646</b>	<b>2,652,345</b>	<b>2,810,485</b>	<b>2,810,485</b>	<b>2,810,485</b>	<b>5.96%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	10,024,751	10,460,640	10,987,003	11,447,206	11,796,682	11,734,070	11,734,070	2.51%
Temporary Employees	51101	65,714	49,763	41,996	48,474	48,474	48,474	48,474	0.00%
Overtime	51105	949,572	820,482	945,163	820,379	933,653	909,311	909,311	10.84%
Comp Time	51108	178,308	150,898	108,308	0	74,065	73,823	73,823	100.00%
Payroll Sundry Account	51190	5,852	13,023	2,147	0	0	0	0	0.00%
<b>Wages Subtotal:</b>		<b>11,224,197</b>	<b>11,494,807</b>	<b>12,084,618</b>	<b>12,316,059</b>	<b>12,852,874</b>	<b>12,765,678</b>	<b>12,765,678</b>	<b>3.65%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	837,611	854,666	897,101	942,179	983,254	978,112	978,112	3.81%
Health Insurance	51201	2,130,837	2,245,004	2,526,419	2,642,029	2,984,978	2,914,973	2,914,973	10.33%
Dental Insurance	51202	99,257	110,961	118,362	131,666	139,755	139,211	139,211	5.73%
Workers Compensation	51203	272,996	85,823	116,394	79,227	159,273	158,827	158,827	100.47%
Unemployment Comp	51204	13,461	(994)	3,883	0	0	0	0	0.00%
WI Retirement	51206	1,900,341	1,488,260	1,357,562	1,103,176	1,576,488	1,570,912	1,570,912	42.40%
Fringe Benefits Other	51207	48,535	54,300	56,536	64,104	66,073	65,723	65,723	2.53%
<b>Fringes Benefits Subtotal:</b>		<b>5,303,039</b>	<b>4,838,021</b>	<b>5,076,257</b>	<b>4,962,381</b>	<b>5,909,821</b>	<b>5,827,758</b>	<b>5,827,758</b>	<b>17.44%</b>
<b>Total Labor:</b>		<b>16,527,236</b>	<b>16,332,828</b>	<b>17,160,875</b>	<b>17,278,440</b>	<b>18,762,695</b>	<b>18,593,436</b>	<b>18,593,436</b>	<b>7.61%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 110 - Sheriff</b>									
<b>Travel:</b>									
Registration Tuition	52001	70,340	42,041	58,401	54,665	54,665	54,665	54,665	0.00%
Automobile Allowance	52002	1,233	559	395	1,100	1,100	1,100	1,100	0.00%
Commercial Travel	52004	1,971	2,502	342	4,050	4,050	4,050	4,050	0.00%
Meals	52005	8,457	4,093	4,597	11,114	11,114	8,114	8,114	-26.99%
Lodging	52006	13,341	17,664	11,467	13,043	13,043	13,043	13,043	0.00%
Other Travel Exp	52007	1,534	237	413	260	260	260	260	0.00%
Taxable Meals	52008	4,515	4,295	1,963	0	0	0	0	0.00%
<b>Travel Subtotal:</b>		<b>101,391</b>	<b>71,390</b>	<b>77,578</b>	<b>84,232</b>	<b>84,232</b>	<b>81,232</b>	<b>81,232</b>	<b>-3.56%</b>
<b>Total Travel:</b>		<b>101,391</b>	<b>71,390</b>	<b>77,578</b>	<b>84,232</b>	<b>84,232</b>	<b>81,232</b>	<b>81,232</b>	<b>-3.56%</b>
<b>Capital Outlay:</b>									
Equipment	58004	410,174	466,591	514,652	499,289	543,510	498,165	498,165	-0.23%
<b>Capital Outlay Subtotal:</b>		<b>410,174</b>	<b>466,591</b>	<b>514,652</b>	<b>499,289</b>	<b>543,510</b>	<b>498,165</b>	<b>498,165</b>	<b>-0.23%</b>
<b>Total Capital:</b>		<b>410,174</b>	<b>466,591</b>	<b>514,652</b>	<b>499,289</b>	<b>543,510</b>	<b>498,165</b>	<b>498,165</b>	<b>-0.23%</b>
<b>Office:</b>									
Office Supplies	53000	12,910	20,824	14,391	13,150	13,150	13,150	13,150	0.00%
Stationery and Forms	53001	1,444	2,941	2,253	2,700	2,850	2,850	2,850	5.56%
Printing Supplies	53002	11,994	12,326	12,798	13,150	13,150	13,150	13,150	0.00%
Print Duplicate	53003	533	669	185	650	650	650	650	0.00%
Postage and Box Rent	53004	242	222	111	450	400	400	400	-11.11%
Computer Supplies	53005	797	7,723	41	2,950	2,250	2,250	2,250	-23.73%
Computer Software	53006	12,012	11,847	8,347	14,650	12,260	12,260	12,260	-16.31%
Microfilming Supplies	53007	1	0	0	0	0	0	0	0.00%
Telephone	53008	96,010	112,697	125,662	150,100	150,100	135,000	135,000	-10.06%
Telephone Supplies	53009	209	1,339	55	0	0	0	0	0.00%
Long Distance	53011	265	5	0	0	0	0	0	0.00%
Wireless	53012	28,495	16,006	0	0	0	0	0	0.00%
Pagers	53013	90	60	0	0	0	0	0	0.00%
Voice and Data Cabling	53014	1,974	94	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>166,975</b>	<b>186,751</b>	<b>163,842</b>	<b>197,800</b>	<b>194,810</b>	<b>179,710</b>	<b>179,710</b>	<b>-9.15%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 110 - Sheriff</b>									
<b>Operating:</b>									
Advertising	53500	0	0	0	500	500	500	500	0.00%
Subscriptions	53501	873	289	403	870	710	710	710	-18.39%
Membership Dues	53502	3,038	3,705	5,076	3,650	4,550	4,550	4,550	24.66%
Photo Processing	53504	91	0	0	0	0	0	0	0.00%
Household Supplies	53516	3	0	19	50	50	50	50	0.00%
Uniforms Tools Allowance	53517	102,108	138,861	127,169	145,220	72,143	72,143	72,143	-50.32%
Professional Supplies	53518	100,892	99,045	70,046	104,999	102,890	102,890	102,890	-2.01%
Food	53520	2,901	244	862	1,000	1,000	1,000	1,000	0.00%
Small Equipment	53522	78,010	130,457	102,556	118,716	106,646	106,646	106,646	-10.17%
Medical Supplies	53524	594	86	1,435	2,500	2,500	2,500	2,500	0.00%
Legal Fees	53530	0	80	0	0	0	0	0	0.00%
Investigation Expense	53532	15,172	28,261	28,575	29,800	27,800	27,800	27,800	-6.71%
Motor Fuel	53548	230,651	231,282	173,518	244,643	214,140	175,206	175,206	-28.38%
Other Rents and Leases	53552	3,191	1,620	2,271	7,000	7,000	7,000	7,000	0.00%
Operating Licenses Fees	53553	65	65	65	0	0	0	0	0.00%
Operating Grants	53565	96,462	85,496	90,979	90,979	90,979	90,979	90,979	0.00%
Spec Service Awards	53566	710	1,054	189	1,000	1,000	1,000	1,000	0.00%
Other Miscellaneous	53568	0	0	0	0	0	0	0	0.00%
Small Equipment Technology	53580	4,931	7,230	7,618	0	0	0	0	0.00%
Print Duplicate	73003	43,100	34,998	45,677	43,300	42,100	42,100	42,100	-2.77%
Postage and Box Rent	73004	6,803	7,500	6,819	8,700	8,700	8,700	8,700	0.00%
<b>Operating Subtotal:</b>		<b>689,597</b>	<b>770,272</b>	<b>663,276</b>	<b>802,927</b>	<b>682,708</b>	<b>643,774</b>	<b>643,774</b>	<b>-19.82%</b>
<b>Repairs &amp; Maint:</b>									
Small Hardware	54008	265	775	84	550	450	450	450	-18.18%
Lubricants	54016	984	408	586	1,450	1,950	1,950	1,950	34.48%
Tires Batteries	54018	12,649	13,331	15,881	16,700	16,550	16,550	16,550	-0.90%
Maintenance Equipment	54022	13,352	11,170	0	18,000	18,000	18,000	18,000	0.00%
Equipment Repairs	54029	42,360	41,304	61,094	93,829	92,054	92,054	92,054	-1.89%
Equipment Repairs	74029	4,818	4,983	4,686	5,000	5,000	5,000	5,000	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>74,429</b>	<b>71,970</b>	<b>82,330</b>	<b>135,529</b>	<b>134,004</b>	<b>134,004</b>	<b>134,004</b>	<b>-1.13%</b>
<b>Utilities:</b>									
Power and Light	54701	5,069	4,707	4,946	141	360	360	360	155.32%
<b>Utilities Subtotal:</b>		<b>5,069</b>	<b>4,707</b>	<b>4,946</b>	<b>141</b>	<b>360</b>	<b>360</b>	<b>360</b>	<b>155.32%</b>



**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 110 - Sheriff</b>									
<b>Contractual Services:</b>									
Medical and Dental	55000	59,109	33,799	31,344	95,500	102,000	67,000	67,000	-29.84%
Pest Extermination	55002	1,897	1,823	1,020	1,675	1,675	1,675	1,675	0.00%
Vehicle Repairs	55005	56,914	72,295	60,532	68,769	73,533	73,533	73,533	6.93%
Professional Service	55014	295,321	240,086	208,249	340,760	331,181	321,181	321,181	-5.75%
Collection Services	55015	39,295	23,833	24,264	17,000	20,000	20,000	20,000	17.65%
Food Service	55029	336,112	288,035	335,354	371,993	377,118	369,145	369,145	-0.77%
Other Contract Serv	55030	1,115,067	1,583,169	1,613,616	1,794,228	1,908,073	1,908,073	1,908,073	6.35%
Medical and Dental	75000	6,712	10,186	5,369	7,500	7,500	7,500	7,500	0.00%
<b>Contractual Services Subtotal:</b>		<b>1,910,427</b>	<b>2,253,225</b>	<b>2,279,748</b>	<b>2,697,425</b>	<b>2,821,080</b>	<b>2,768,107</b>	<b>2,768,107</b>	<b>2.62%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	205,908	194,988	201,288	217,764	217,455	217,455	217,455	-0.14%
<b>Insurance Expenses Subtotal:</b>		<b>205,908</b>	<b>194,988</b>	<b>201,288</b>	<b>217,764</b>	<b>217,455</b>	<b>217,455</b>	<b>217,455</b>	<b>-0.14%</b>
<b>Total Other Operating:</b>		<b>3,052,405</b>	<b>3,481,913</b>	<b>3,395,430</b>	<b>4,051,586</b>	<b>4,050,417</b>	<b>3,943,410</b>	<b>3,943,410</b>	<b>-2.67%</b>
<b>Expense Total:</b>		<b>20,091,205</b>	<b>20,352,721</b>	<b>21,148,535</b>	<b>21,913,547</b>	<b>23,440,854</b>	<b>23,116,243</b>	<b>23,116,243</b>	<b>5.49%</b>
<b>Sheriff Net/(Levy):</b>		<b>(17,416,861)</b>	<b>(17,698,073)</b>	<b>(18,410,890)</b>	<b>(19,261,202)</b>	<b>(20,630,369)</b>	<b>(20,305,758)</b>	<b>(20,305,758)</b>	<b>5.42%</b>

# WINNEBAGO COUNTY CAPITAL OUTLAY - 2017

Department	Description	Quantity	Unit Cost	Capital Outlay
Sheriff -				
Patrol -	Utility SUV vehicles, changeovers, video cameras and equipment	7	42,095	294,665
		7		294,665
Sheriff -				
Training -	Bearcat Arbitrator Upgrade	1	5,500	5,500
		1		5,500
Sheriff -				
Jail -	Video Surveillance System	1	150,000	150,000
	Full-size Cargo Van	1	28,000	28,000
	Van Cell plus installation	1	20,000	20,000
		3		198,000
		11		498,165

**SHERIFF  
PROGRAM BUDGETS**

NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
								2017 ADOPTED	2016 ADOPTED	2015 ADOPTED	2017 OVER 2016	2016 OVER 2015
Administrative	1110	619,239	500	-	448,114	1,067,853		1,067,853	1,022,386	1,007,204	4.4	1.5
Revenues	1110						172,250	(172,250)	(168,600)	(181,100)	2.2	(6.9)
Patrol	1112	4,875,304	-	294,665	280,750	5,450,719		5,450,719	5,110,018	5,016,197	6.7	1.9
Revenues	1112						234,500	(234,500)	(253,000)	(216,000)	(7.3)	17.1
Detective	1113	1,359,409	-	-	184,027	1,543,436		1,543,436	1,459,899	1,451,864	5.7	0.6
Revenues	1113						28,700	(28,700)	(25,500)	(25,000)	12.5	2.0
Community Services	1114	-	-	-	-	-		-	96,704	87,486	(100.0)	10.5
Revenues	1114						-	-	-	-	N/A	N/A
Reserves	1115	52,944	-	-	8,972	61,916		61,916	61,299	59,302	1.0	3.4
Revenues	1115						35,000	(35,000)	(33,537)	(21,000)	4.4	59.7
911	1116	2,733,583	-	-	1,101,111	3,834,694		3,834,694	3,752,204	3,656,346	2.2	2.6
Revenues	1116						244,214	(244,214)	(243,207)	(171,149)	N/A	N/A
Boat Patrol	1117	-	-	-	28,972	28,972		28,972	25,877	134,086	12.0	(80.7)
Revenues	1117						39,331	(39,331)	(39,413)	(49,170)	(0.2)	(19.8)
Snow Patrol	1118	-	-	-	6,525	6,525		6,525	7,575	8,565	100.0	0.0
Revenues	1118						13,986	(13,986)	(15,300)	(15,145)	100.0	0.0
Training	1119	-	80,732	5,500	163,328	249,560		249,560	258,584	246,688	(3.5)	4.8
Revenues	1119						27,240	(27,240)	(27,400)	(28,360)	(0.6)	(3.4)
Jail	1120	8,952,957	-	198,000	1,721,611	10,872,568		10,872,568	10,119,001	9,962,501	7.4	1.6
Revenues	1120						2,015,264	(2,015,264)	(1,846,388)	(1,980,948)	9.1	(6.8)
<b>Grand Totals</b>		<u>18,593,436</u>	<u>81,232</u>	<u>498,165</u>	<u>3,943,410</u>	<u>23,116,243</u>	<u>2,810,485</u>	<u>20,305,758</u>	<u>19,261,202</u>	<u>18,942,367</u>	5.4	1.7

# **JAIL IMPROVEMENTS FUND**

## **2017 BUDGET NARRATIVE HIGHLIGHTS**

**DESCRIPTION:** The Jail Improvements Fund is a separate fund created under Wisconsin Statutes which receives money when fines and fees are assessed for things such as traffic violations. Monies accumulated in the fund can only be used for jail construction, improvements and any other costs that directly are of benefit to prisoners. The funds can also be used to retire debt incurred for that purpose.

**COUNTY LEVY:** There is no property tax levy for this activity.

**FUND BALANCE:** A fund balance roll forward schedule can be viewed in the Overview section of the budget book. It is listed as Fund Projections in the table of contents.

## Financial Summary Jail Improvement Fund

<b>Items</b>	<b>2016 7-Month Actual</b>	<b>2016 12-Month Estimate</b>	<b>2016 Adopted Budget</b>	<b>2016 Adjusted Budget</b>	<b>2017 Adopted Budget</b>
Total Revenues	84,395	178,000	178,000	178,000	151,000
Labor	-	-	-	-	-
Travel	-	-	-	-	-
Capital	-	-	-	-	-
Other Expenditures	101,392	178,000	178,000	178,000	151,000
Total Expenditures	101,392	178,000	178,000	178,000	151,000
Levy			-		-

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 125 - Jail Improvement Fund</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
US Dept of Justice	42013	10,258	8,199	7,836	8,000	6,000	6,000	6,000	-25.00%
<b>Intergov Rev Subtotal:</b>		<b>10,258</b>	<b>8,199</b>	<b>7,836</b>	<b>8,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>-25.00%</b>
<b>Fines and Permits:</b>									
Jail Assessments	44102	177,617	152,802	144,289	170,000	145,000	145,000	145,000	-14.71%
<b>Fines and Permits Subtotal:</b>		<b>177,617</b>	<b>152,802</b>	<b>144,289</b>	<b>170,000</b>	<b>145,000</b>	<b>145,000</b>	<b>145,000</b>	<b>-14.71%</b>
<b>Total Operating Revenue:</b>		<b>187,875</b>	<b>161,001</b>	<b>152,125</b>	<b>178,000</b>	<b>151,000</b>	<b>151,000</b>	<b>151,000</b>	<b>-15.17%</b>
<b>Revenue Total:</b>		<b>187,875</b>	<b>161,001</b>	<b>152,125</b>	<b>178,000</b>	<b>151,000</b>	<b>151,000</b>	<b>151,000</b>	<b>-15.17%</b>
<b>Expense</b>									
<b>Capital Outlay:</b>									
Equipment	58004	0	0	195,364	0	0	0	0	0.00%
<b>Capital Outlay Subtotal:</b>		<b>0</b>	<b>0</b>	<b>195,364</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Capital:</b>		<b>0</b>	<b>0</b>	<b>195,364</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Operating:</b>									
Subscriptions	53501	3,352	5,130	3,551	3,212	4,330	4,330	4,330	34.81%
Household Supplies	53516	26,883	17,940	34,819	18,650	24,880	24,880	24,880	33.40%
Uniforms Tools Allowance	53517	18,634	24,928	16,979	24,965	27,750	27,750	27,750	11.16%
Linen	53519	8,400	2,483	8,560	9,030	14,510	14,510	14,510	60.69%
Dishes and Utensils	53521	3,355	4,852	4,139	2,900	4,400	4,400	4,400	51.72%
Small Equipment	53522	6,490	6,851	10,658	8,789	15,482	15,482	15,482	76.15%
Hygiene Supplies	53528	14,386	24,402	23,186	17,136	21,336	21,336	21,336	24.51%
Commercial Travel Other	53540	500	250	500	275	275	275	275	0.00%
Print Duplicate	73003	0	0	0	1,575	3,500	3,500	3,500	122.22%
<b>Operating Subtotal:</b>		<b>81,999</b>	<b>86,836</b>	<b>102,393</b>	<b>86,532</b>	<b>116,463</b>	<b>116,463</b>	<b>116,463</b>	<b>34.59%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 125 - Jail Improvement Fund</b>									
<b>Repairs &amp; Maint:</b>									
Equipment Repairs	54029	45	46	466	1,000	3,000	3,000	3,000	200.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>45</b>	<b>46</b>	<b>466</b>	<b>1,000</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>200.00%</b>
<b>Contractual Services:</b>									
Professional Service	55014	7,452	7,355	9,175	8,838	9,037	9,037	9,037	2.25%
Other Contract Serv	55030	69,849	63,920	64,995	81,630	22,500	22,500	22,500	-72.44%
Medical and Dental	75000	1,394	0	0	0	0	0	0	0.00%
<b>Contractual Services Subtotal:</b>		<b>78,696</b>	<b>71,275</b>	<b>74,169</b>	<b>90,468</b>	<b>31,537</b>	<b>31,537</b>	<b>31,537</b>	<b>-65.14%</b>
<b>Total Other Operating:</b>		<b>160,740</b>	<b>158,157</b>	<b>177,028</b>	<b>178,000</b>	<b>151,000</b>	<b>151,000</b>	<b>151,000</b>	<b>-15.17%</b>
<b>Expense Total:</b>		<b>160,740</b>	<b>158,157</b>	<b>372,392</b>	<b>178,000</b>	<b>151,000</b>	<b>151,000</b>	<b>151,000</b>	<b>-15.17%</b>
<b>Jail Improvement Fund Net/(Levy):</b>		<b>27,135</b>	<b>2,844</b>	<b>(220,267)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

# COUNTY CORONER

General Fund – Department: 105  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: Barry L. Busby  
LOCATION: Winnebago County  
448 Algoma Boulevard  
Oshkosh, WI 54901

TELEPHONE: 236-1247

## MISSION STATEMENT:

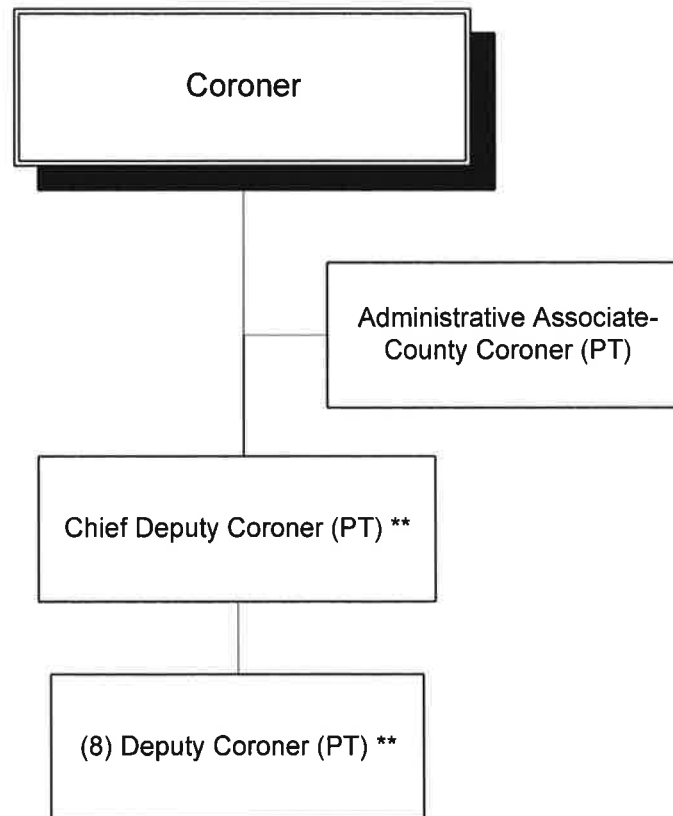
To monitor compliance with state statutes by medical facilities, funeral directors, law enforcement agencies, and the public regarding reportable deaths; to investigate and document all causes of death in reportable cases; to work with medical and legal agencies to protect and serve our community in all reportable deaths; to educate, and thereby prevent, hazardous conditions which put our County at risk; and to provide support, medical, or spiritual referrals to survivors of a deceased.

## PROGRAM DESCRIPTION:

1. Investigate all deaths within the County which meet reportability guidelines, as established by State Statute and office policy.
2. Ensure that the medical and legal community is in compliance with reporting.
3. Respond to the scene of reportable deaths.
4. To assist and support the family during their time of loss.
5. Continue offering organ, tissue and eye donation to the family as an option.
6. Community support/training (educational/informative presentations).
7. Continue prevention work on alcohol & drug abuse panels and involvement with ReThink of Winnebago County and State Committees.
8. Continue working with Community for Hope to reduce suicides.
9. Continue working with child Death Review Committees and the Infant Death Center.
10. Educate and work with other agencies within the county and state to reduce the abuse of heroine and other opiate use in Winnebago county.



# CORONER



\*\* Unclassified position

# COUNTY CORONER

General Fund – Department:105  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: Barry L. Busby  
LOCATION: Winnebago County  
448 Algoma Boulevard  
Oshkosh, WI 54901

TELEPHONE: 236-4804

## 2016 ACCOMPLISHMENTS:

1. Continued education for coroner and deputies with attendance at various seminars and training sessions as budget allowed.
2. Continued working with Community For Hope regarding suicide prevention and mental health awareness, in addition to working with Survivors of Suicide programs.
3. Continued to work closely with Dr. P. Douglas Kelley and Dr. Kristinza Giese as our primary forensic pathologists, Fond du Lac County Medical Examiners.
4. We continue to be a leader in the state with regard to tissue, organ and eye donations.
5. Continued presentations at area schools and for local groups who show an interest.
6. Continued to work with Winnebago County Health Department on Child Death Review Committee for Winnebago County and continued working with the Infant Death Center.
7. Continued working with the Winnebago County Coalition against alcohol, drug and tobacco abuse.
8. Continue to work on Heroine Task Force and the addiction problem.
9. Finished Grief Resource Guide
10. Completed Mass Fatality Guide

## **2017 GOALS & OBJECTIVES:**

- 1. Continue providing the highest standards of death investigations to our community in the most respectful and cost-effective manner.**
- 2. Continue updating and improving the Winnebago County Coroner database.**
- 3. Continue consortium in the Fox Valley (with assistance of Dr. Doug Kelley) for training deputies.**
- 4. Continue scanning files/paperwork to eliminate the amount of information being physically stored in our office.**
- 5. Continue working with alcohol/drugs/tobacco abuse teams to promote awareness and help eliminate drunk and drugged drivers.**
- 6. Continue working with Child Death Review Committee.**
- 7. Continue working with Community For Hope on suicide prevention.**
- 8. Continue working with Re:Think Advocacy Committee against alcohol, prescription and street drug abuse prevention (heroin & opiates) and continue prevention and educational efforts to reduce the number of overdose deaths.**
- 9. Continue to work on Heroin Task Force**

# CORONER

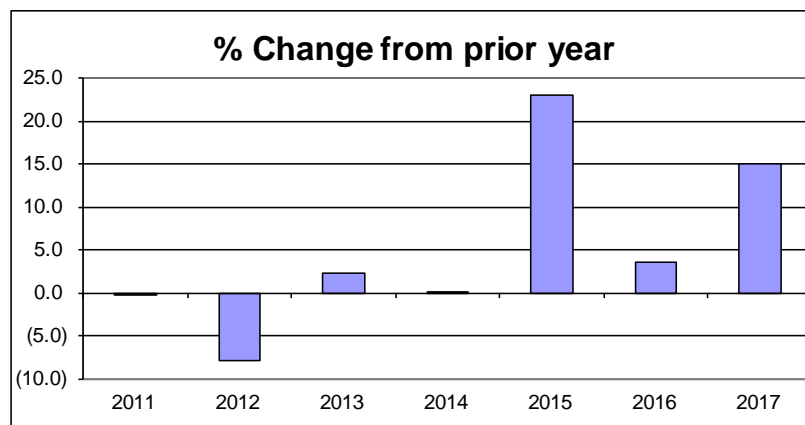
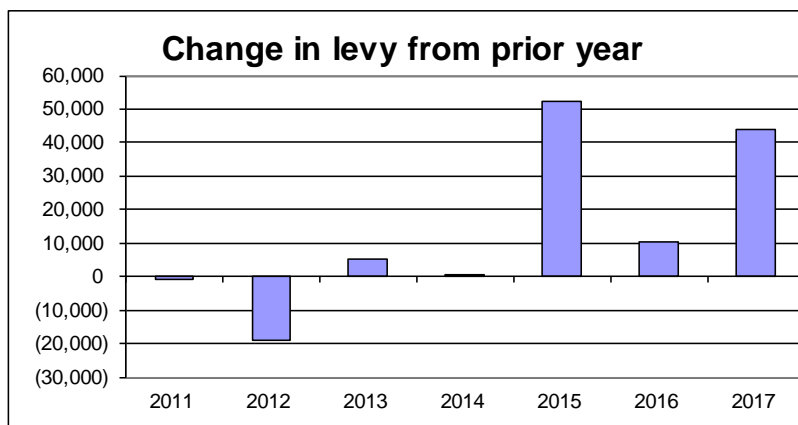
## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	1	1	1	1	1	1	1	1	1	1
Part Time	1	1	1	1	1	1	1	1	1	1
Total	2	2	2	2	2	2	2	2	2	2

There is no change to the staffing table for 2017.

**COUNTY LEVY:** The tax levy for 2017 is \$333,398, an increase of \$43,738 or 15.1% over 2016. The majority of the levy increase comes from a reduction in cremation revenues based on a new state law that deducts \$50/cremation for allowable charges reducing revenue by \$25,000.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Coroner

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 289,660</b>	
<b>Revenue Changes - impact on levy:</b>		
Other Fees	25,000	Decrease due to a new State Law, which deducts \$50 per cremation from allowable charges.
<b>Expense Changes - impact on levy:</b>		
Health Insurance	5,425	Increase in health insurance premiums as forecasted by Human Resources and an employee changing coverage from single to family.
Wisconsin Retirement	3,338	Increase due to two (2) employees now being eligible for Wisconsin Retirement.
Medical and Dental	(17,000)	Decrease due to using the WI State Hygiene Lab for toxicology services, which cost less than the vendor that was being used.
Pathology Services	20,000	Increase due to the rising cost and numbers of autopsies being performed based on current trend.
<b>Other small changes</b>	6,975	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ 333,398</b>	

# **Financial Summary** **Coroner**

<b>Items</b>	<b>2016 7-Month Actual</b>	<b>2016 12-Month Estimate</b>	<b>2016 Adopted Budget</b>	<b>2016 Adjusted Budget</b>	<b>2017 Adopted Budget</b>
Total Revenues	89,311	160,150	160,150	160,150	135,100
Labor	133,454	235,815	229,055	229,055	242,815
Travel	11,461	22,500	22,400	22,400	23,860
Capital	-	-	-	-	-
Other Expenditures	115,408	197,770	198,355	198,355	201,823
Total Expenditures	260,323	456,085	449,810	449,810	468,498
Levy			289,660		333,398

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 105 - Coroner</b>									
<b>Revenue</b>									
<b>Public Services:</b>									
Other Fees	45002	132,100	134,500	160,819	160,000	135,000	135,000	135,000	-15.63%
Forms Copies Etc	45003	53	137	71	150	100	100	100	-33.33%
<b>Public Services Subtotal:</b>		<b>132,153</b>	<b>134,637</b>	<b>160,890</b>	<b>160,150</b>	<b>135,100</b>	<b>135,100</b>	<b>135,100</b>	<b>-15.64%</b>
<b>Total Operating Revenue:</b>		<b>132,153</b>	<b>134,637</b>	<b>160,890</b>	<b>160,150</b>	<b>135,100</b>	<b>135,100</b>	<b>135,100</b>	<b>-15.64%</b>
<b>Revenue Total:</b>		<b>132,153</b>	<b>134,637</b>	<b>160,890</b>	<b>160,150</b>	<b>135,100</b>	<b>135,100</b>	<b>135,100</b>	<b>-15.64%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	76,849	80,552	85,434	84,801	88,917	88,917	88,917	4.85%
Temporary Employees	51101	25,485	0	0	0	0	0	0	0.00%
Other Per Diem	51107	66,878	106,530	108,095	105,000	105,000	105,000	105,000	0.00%
<b>Wages Subtotal:</b>		<b>169,212</b>	<b>187,082</b>	<b>193,529</b>	<b>189,801</b>	<b>193,917</b>	<b>193,917</b>	<b>193,917</b>	<b>2.17%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	12,883	14,197	14,392	14,428	14,776	14,776	14,776	2.41%
Health Insurance	51201	6,079	7,588	17,175	17,451	22,876	22,876	22,876	31.09%
Dental Insurance	51202	846	410	1,163	1,163	1,163	1,163	1,163	0.00%
Workers Compensation	51203	4,745	1,683	1,870	597	1,108	1,108	1,108	85.59%
Unemployment Comp	51204	1,894	30	0	0	0	0	0	0.00%
WI Retirement	51206	1	1,770	4,817	5,140	8,478	8,478	8,478	64.94%
Fringe Benefits Other	51207	342	387	443	475	497	497	497	4.63%
<b>Fringes Benefits Subtotal:</b>		<b>26,790</b>	<b>26,064</b>	<b>39,860</b>	<b>39,254</b>	<b>48,898</b>	<b>48,898</b>	<b>48,898</b>	<b>24.57%</b>
<b>Total Labor:</b>		<b>196,002</b>	<b>213,146</b>	<b>233,389</b>	<b>229,055</b>	<b>242,815</b>	<b>242,815</b>	<b>242,815</b>	<b>6.01%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 105 - Coroner</b>									
<b>Travel:</b>									
Registration Tuition	52001	540	1,040	1,255	1,200	1,500	1,500	1,500	25.00%
Automobile Allowance	52002	19,092	18,435	19,448	20,000	21,000	21,000	21,000	5.00%
Meals	52005	122	109	159	300	450	450	450	50.00%
Lodging	52006	485	642	914	900	1,200	900	900	0.00%
Other Travel Exp	52007	10	11	8	0	10	10	10	100.00%
Taxable Meals	52008	0	82	0	0	0	0	0	0.00%
<b>Travel Subtotal:</b>		<b>20,248</b>	<b>20,318</b>	<b>21,784</b>	<b>22,400</b>	<b>24,160</b>	<b>23,860</b>	<b>23,860</b>	<b>6.52%</b>
<b>Total Travel:</b>		<b>20,248</b>	<b>20,318</b>	<b>21,784</b>	<b>22,400</b>	<b>24,160</b>	<b>23,860</b>	<b>23,860</b>	<b>6.52%</b>
<b>Office:</b>									
Office Supplies	53000	200	426	205	300	150	150	150	-50.00%
Stationery and Forms	53001	0	0	36	150	250	250	250	66.67%
Printing Supplies	53002	84	56	112	100	100	100	100	0.00%
Postage and Box Rent	53004	0	9	15	48	48	48	48	0.00%
Telephone	53008	5,677	5,156	7,561	7,400	7,400	7,400	7,400	0.00%
Telephone Supplies	53009	0	105	0	0	0	0	0	0.00%
Long Distance	53011	4	57	0	0	0	0	0	0.00%
Wireless	53012	2,038	2,318	0	0	0	0	0	0.00%
Pagers	53013	882	588	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>8,886</b>	<b>8,713</b>	<b>7,928</b>	<b>7,998</b>	<b>7,948</b>	<b>7,948</b>	<b>7,948</b>	<b>-0.63%</b>
<b>Operating:</b>									
Subscriptions	53501	2	0	0	100	100	100	100	0.00%
Membership Dues	53502	362	277	247	320	320	320	320	0.00%
Photo Processing	53504	0	0	18	100	200	200	200	100.00%
Uniforms Tools Allowance	53517	309	0	743	650	700	700	700	7.69%
Professional Supplies	53518	1,047	214	210	1,000	1,000	1,000	1,000	0.00%
Small Equipment	53522	340	0	312	600	600	600	600	0.00%
Medical Supplies	53524	1,847	3,215	2,433	2,000	2,300	2,300	2,300	15.00%
Investigation Expense	53532	0	0	30	0	30	30	30	100.00%
Other Miscellaneous	53568	0	0	236	300	300	300	300	0.00%
Small Equipment Technology	53580	0	0	1,133	500	500	500	500	0.00%
Printing Supplies	73002	0	0	0	75	75	75	75	0.00%
Print Duplicate	73003	423	951	957	600	600	600	600	0.00%
Postage and Box Rent	73004	107	80	139	250	250	250	250	0.00%
<b>Operating Subtotal:</b>		<b>4,438</b>	<b>4,736</b>	<b>6,458</b>	<b>6,495</b>	<b>6,975</b>	<b>6,975</b>	<b>6,975</b>	<b>7.39%</b>



**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 105 - Coroner</b>									
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	131	110	0	0	0	0	0	0.00%
Equipment Repairs	74029	132	132	99	200	200	200	200	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>263</b>	<b>242</b>	<b>99</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>0.00%</b>
<b>Contractual Services:</b>									
Medical and Dental	55000	27,603	43,921	38,095	42,000	25,000	25,000	25,000	-40.48%
Pathology Services	55010	106,064	137,488	144,457	140,000	160,000	160,000	160,000	14.29%
<b>Contractual Services Subtotal:</b>		<b>133,667</b>	<b>181,408</b>	<b>182,552</b>	<b>182,000</b>	<b>185,000</b>	<b>185,000</b>	<b>185,000</b>	<b>1.65%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	1,272	1,212	1,320	1,662	1,662	1,700	1,700	2.29%
<b>Insurance Expenses Subtotal:</b>		<b>1,272</b>	<b>1,212</b>	<b>1,320</b>	<b>1,662</b>	<b>1,662</b>	<b>1,700</b>	<b>1,700</b>	<b>2.29%</b>
<b>Total Other Operating:</b>		<b>148,526</b>	<b>196,311</b>	<b>198,358</b>	<b>198,355</b>	<b>201,785</b>	<b>201,823</b>	<b>201,823</b>	<b>1.75%</b>
<b>Expense Total:</b>		<b>364,776</b>	<b>429,776</b>	<b>453,531</b>	<b>449,810</b>	<b>468,760</b>	<b>468,498</b>	<b>468,498</b>	<b>4.15%</b>
<b>Coroner Net/(Levy):</b>		<b>(232,623)</b>	<b>(295,139)</b>	<b>(292,641)</b>	<b>(289,660)</b>	<b>(333,660)</b>	<b>(333,398)</b>	<b>(333,398)</b>	<b>15.10%</b>

# EMERGENCY MANAGEMENT

General Fund – Department: 107  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: Linda Kollmann  
LOCATION: Winnebago County  
4311 Jackson Street  
Oshkosh, WI 54901

TELEPHONE: 236-7463

## MISSION STATEMENT:

Emergency Management strives to safeguard communities by coordinating and integrating all activities necessary to build, sustain, and improve the capability to mitigate against, prepare for, respond to, and recover from threatened or actual natural disasters, acts of terrorism, or other man-made disasters.

## PROGRAM DESCRIPTION:

**GENERAL:** Coordinate efforts within Winnebago County to minimize the effects of natural and manmade disasters by taking steps to eliminate or lessen their impact.

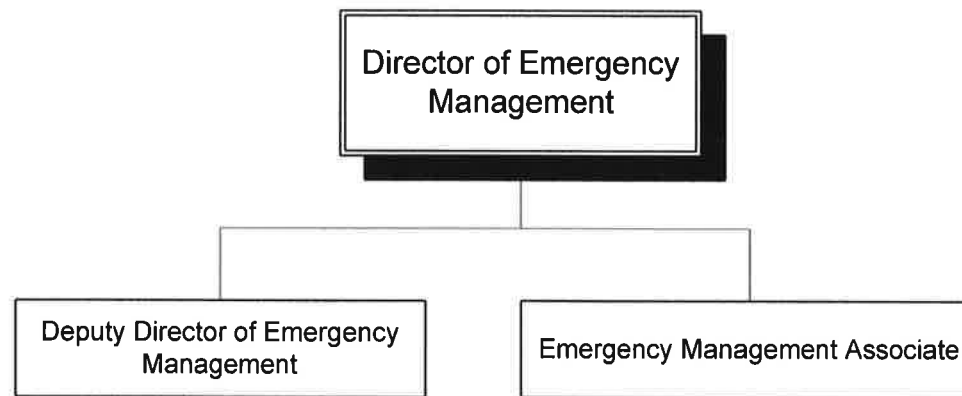
**PREPAREDNESS:** Encompasses all of the actions required to establish and sustain the level of proficiency necessary to execute a wide range of incident management operations. Comprising actions taken to plan, organize, equip, train and exercise to build and sustain the capabilities necessary to ensure a safer community.

**PLANNING:** Develop and update emergency plans with current required actions, written procedures, and the resources available. Plans include the Emergency Response Plan, Offsite Facility Plans, and Hazard Mitigation Plan.

**RESPONSE:** Maintain two emergency notification systems; a tornado warning siren system and an emergency telephone notification system. Coordinate with Red Cross in providing shelters during disasters. Maintain the Emergency Operations Center for Winnebago County.

**RECOVERY:** Actions taken to return a community to normal surroundings, including the restoration of basic services and the repair of physical, social and economic damages. Typical recovery actions include debris cleanup, financial assistance to individuals and governments, rebuilding of roads and bridges and key facilities, and sustained mass care for displaced human and animal populations.

# EMERGENCY MANAGEMENT



# EMERGENCY MANAGEMENT

General Fund – Department: 107  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: Linda Kollmann  
LOCATION: Winnebago County  
4311 Jackson Street  
Oshkosh, WI 54901

TELEPHONE: 236-7463

## 2016 ACCOMPLISHMENTS:

1. Upgraded Mobile Command Post technology to include networking capabilities with the county system.
2. Implemented “Wisconsin Credentialing Asset Management System” (WICAMS) with law enforcement and fire agencies.
3. Created and implemented large event weather procedures for use of the portable outdoor warning siren.
4. Held a “Child Abduction Response Team” exercise and evaluated resources in Emergency Management.
5. Updated Call Center laptops.
6. Emergency Management Program Grant (EMPG) funding provided a redundant connection to supplement Winnebago County fiber through the installation of a point to point back-up system.
7. Updated the “Winnebago County Emergency Response Plan”.
8. Participant in the creation of the “Winnebago County Mass Casualty Plan”.
9. Continued the use of Social Media for outreach in personal preparedness.
10. Updated and printed the “Residential Guide to Emergency Preparedness” booklet.
11. Promoted severe weather awareness; which included our campaign endorsing and selling NOAA Weather Radios at an affordable price to the public.
12. Participated in tabletop and functional exercises.
13. Held and attended trainings to enhance readiness for staff and emergency responders.
14. Updated 40 Facility Offsite Plans and created 2 new Facility Offsite Plans for businesses that house Extremely Hazardous Chemicals.
15. Continued school emergency planning with districts.
16. Maintained the emergency telephone notification system (AlertSense) and outdoor tornado warning siren system.
17. Responded to severe weather events.

**2017 GOALS & OBJECTIVES:**

- 1. Hold a “Child Abduction Response Team” (CART) full-scale exercise.**
- 2. Hold a tabletop exercise with the Neenah Water Treatment facility.**
- 3. Hold a tabletop and functional exercise with Canadian National Railroad and a chemical facility in Neenah.**
- 4. Continue to collaborate with school districts on progressive emergency planning.**
- 5. Update the “Winnebago County Emergency Response Plan”.**
- 6. Continue implementation of credentialing (WICAMS) with all fire and law enforcement agencies.**
- 7. Promote and use social media for personal preparedness and as a public information tool.**
- 8. Continue selling NOAA Weather Radios at an affordable cost to residents in Winnebago County.**
- 9. Sponsor trainings from the National Weather Service and Wisconsin Emergency Management for first responder preparedness.**
- 10. Continue to maintain the emergency notification tools which include: AlertSense and the Outdoor Tornado Warning Siren System.**
- 11. Continue Courthouse Security Planning.**
- 12. Update required amount of offsite plans and write new plans for facilities that meet the quantity threshold of extremely hazardous chemicals.**
- 13. Continue to update the Emergency Management Command Post with new available technology.**

# EMERGENCY MANAGEMENT

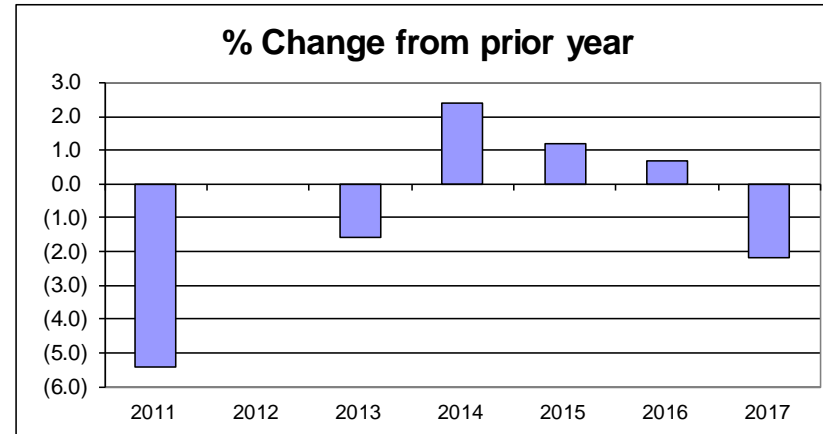
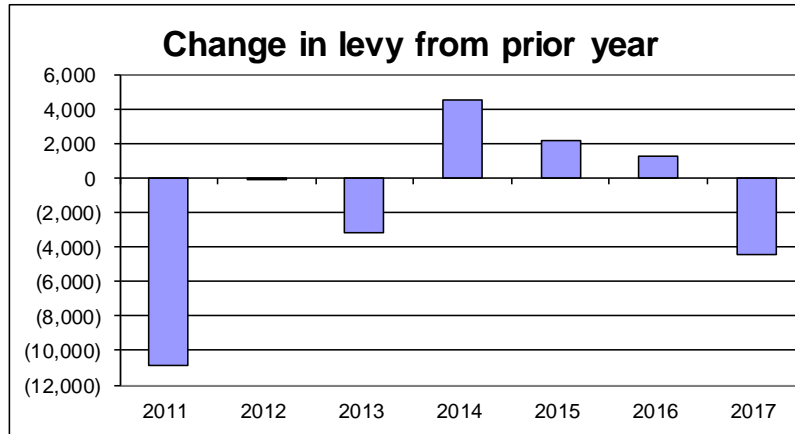
## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	1	1	1	1	1	1	1	1	2	2
Part Time	2	2	2	2	2	2	2	2	1	1
Total	3	3	3	3	3	3	3	3	3	3

There is no change to the staffing table for 2017.

**COUNTY LEVY:** The tax levy for 2017 is \$191,422, a decrease of \$4,379 or 2.2% under 2016.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Emergency Management

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 195,801</b>	
<b>Revenue Changes - impact on levy:</b>		
None	-	
<b>Expense Changes - impact on levy:</b>		
Health Insurance	7,600	Increase in health insurance premiums as forecasted by Human Resources.
Capital - Equipment	(20,000)	Decrease due to no new sirens or equipment being budgeted to purchase in 2017.
<b>Other small changes</b>	8,021	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ 191,422</b>	

## Financial Summary Emergency Management

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	31,757	163,958	147,108	163,958	147,148
Labor	129,046	230,823	218,308	218,308	230,823
Travel	1,482	4,015	3,010	3,010	3,010
Capital	-	20,500	20,000	20,000	-
Other Expenditures	47,576	100,983	101,591	118,441	104,737
Total Expenditures	178,104	356,321	342,909	359,759	338,570
Levy			195,801		191,422



# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 107 - Emergency Management</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
Office of Justice Assistance	42003	9,745	0	0	0	0	0	0	0.00%
WI Military Affairs	42008	137,135	150,221	152,287	147,108	147,148	147,148	147,148	0.03%
<b>Intergov Rev Subtotal:</b>		<b>146,880</b>	<b>150,221</b>	<b>152,287</b>	<b>147,108</b>	<b>147,148</b>	<b>147,148</b>	<b>147,148</b>	<b>0.03%</b>
<b>Total Operating Revenue:</b>		<b>146,880</b>	<b>150,221</b>	<b>152,287</b>	<b>147,108</b>	<b>147,148</b>	<b>147,148</b>	<b>147,148</b>	<b>0.03%</b>
<b>Misc Revenues:</b>									
Material Sales	48105	3,287	423	274	0	0	0	0	0.00%
<b>Misc Revenues Subtotal:</b>		<b>3,287</b>	<b>423</b>	<b>274</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>3,287</b>	<b>423</b>	<b>274</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Revenue Total:</b>		<b>150,168</b>	<b>150,644</b>	<b>152,561</b>	<b>147,108</b>	<b>147,148</b>	<b>147,148</b>	<b>147,148</b>	<b>0.03%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	138,833	141,967	144,695	148,740	152,660	152,660	152,660	2.64%
Other Per Diem	51107	0	0	0	250	250	250	250	0.00%
<b>Wages Subtotal:</b>		<b>138,833</b>	<b>141,967</b>	<b>144,695</b>	<b>148,990</b>	<b>152,910</b>	<b>152,910</b>	<b>152,910</b>	<b>2.63%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	10,351	9,974	10,101	11,379	11,679	11,679	11,679	2.64%
Health Insurance	51201	23,482	37,540	46,697	44,334	51,934	51,934	51,934	17.14%
Dental Insurance	51202	1,279	2,483	2,755	2,827	2,826	2,826	2,826	-0.04%
Workers Compensation	51203	414	130	197	128	237	237	237	85.16%
WI Retirement	51206	9,214	9,945	9,765	9,817	10,381	10,381	10,381	5.75%
Fringe Benefits Other	51207	817	847	924	833	856	856	856	2.76%
<b>Fringes Benefits Subtotal:</b>		<b>45,559</b>	<b>60,919</b>	<b>70,439</b>	<b>69,318</b>	<b>77,913</b>	<b>77,913</b>	<b>77,913</b>	<b>12.40%</b>
<b>Total Labor:</b>		<b>184,391</b>	<b>202,886</b>	<b>215,134</b>	<b>218,308</b>	<b>230,823</b>	<b>230,823</b>	<b>230,823</b>	<b>5.73%</b>

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 107 - Emergency Management</b>									
<b>Travel:</b>									
Registration Tuition	52001	1,254	690	288	765	765	765	765	0.00%
Automobile Allowance	52002	1,288	831	783	1,300	1,300	1,300	1,300	0.00%
Commercial Travel	52004	330	0	0	0	0	0	0	0.00%
Meals	52005	335	274	10	315	315	315	315	0.00%
Lodging	52006	563	840	0	630	630	630	630	0.00%
Other Travel Exp	52007	355	0	28	0	0	0	0	0.00%
<b>Travel Subtotal:</b>		<b>4,124</b>	<b>2,635</b>	<b>1,109</b>	<b>3,010</b>	<b>3,010</b>	<b>3,010</b>	<b>3,010</b>	<b>0.00%</b>
<b>Total Travel:</b>		<b>4,124</b>	<b>2,635</b>	<b>1,109</b>	<b>3,010</b>	<b>3,010</b>	<b>3,010</b>	<b>3,010</b>	<b>0.00%</b>
<b>Capital Outlay:</b>									
Equipment	58004	20,875	26,267	19,988	20,000	0	0	0	-100.00%
<b>Capital Outlay Subtotal:</b>		<b>20,875</b>	<b>26,267</b>	<b>19,988</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.00%</b>
<b>Total Capital:</b>		<b>20,875</b>	<b>26,267</b>	<b>19,988</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.00%</b>
<b>Office:</b>									
Office Supplies	53000	1,493	1,560	1,310	1,500	1,500	1,500	1,500	0.00%
Printing Supplies	53002	112	90	68	200	400	400	400	100.00%
Print Duplicate	53003	0	28	0	200	200	150	150	-25.00%
Postage and Box Rent	53004	0	21	7	0	0	0	0	0.00%
Telephone	53008	1,073	2,155	4,472	5,500	5,500	5,500	5,500	0.00%
Telephone Supplies	53009	164	0	0	0	0	0	0	0.00%
Long Distance	53011	0	0	0	0	0	0	0	0.00%
Wireless	53012	3,481	1,970	250	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>6,323</b>	<b>5,824</b>	<b>6,107</b>	<b>7,400</b>	<b>7,600</b>	<b>7,550</b>	<b>7,550</b>	<b>2.03%</b>
<b>Operating:</b>									
Advertising	53500	0	0	18	300	300	0	0	-100.00%
Subscriptions	53501	612	756	787	710	800	800	800	12.68%
Membership Dues	53502	65	20	75	145	0	0	0	-100.00%
Publish Legal Notices	53503	146	133	208	300	300	300	300	0.00%
Food	53520	145	1,039	183	500	500	500	500	0.00%
Small Equipment	53522	144	7,982	794	10,000	10,000	10,000	10,000	0.00%
Other Operating Supplies	53533	0	0	37	0	0	0	0	0.00%
Meals Other	53541	0	6	0	0	0	0	0	0.00%

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 107 - Emergency Management</b>									
Materials for Resale	53545	3,362	0	379	0	0	0	0	0.00%
Motor Fuel	53548	1,609	1,721	1,153	2,000	1,500	1,500	1,500	-25.00%
Operating Grants	53565	19,193	16,349	20,204	16,000	16,000	16,000	16,000	0.00%
Small Equipment Technology	53580	14,170	4,017	1,615	2,500	2,500	2,500	2,500	0.00%
Print Duplicate	73003	1,638	1,238	1,556	2,000	2,000	2,000	2,000	0.00%
Postage and Box Rent	73004	379	294	90	400	300	300	300	-25.00%
Motor Fuel	73548	0	11	0	0	0	0	0	0.00%
<b>Operating Subtotal:</b>		<b>41,461</b>	<b>33,567</b>	<b>27,098</b>	<b>34,855</b>	<b>34,200</b>	<b>33,900</b>	<b>33,900</b>	<b>-2.74%</b>
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	1,057	475	526	1,000	2,300	2,300	2,300	130.00%
Maintenance Vehicles	54023	5	38	657	1,500	1,500	1,500	1,500	0.00%
Other Maint Supplies	54028	0	0	17	0	0	0	0	0.00%
Equipment Repairs	54029	15,019	8,830	7,716	16,000	18,500	18,500	18,500	15.63%
Lubricants	74016	76	65	54	100	100	100	100	0.00%
Maintenance Vehicles	74023	1,077	505	734	3,000	3,000	3,000	3,000	0.00%
Equipment Repairs	74029	759	1,283	726	1,700	1,700	1,700	1,700	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>17,994</b>	<b>11,195</b>	<b>10,429</b>	<b>23,300</b>	<b>27,100</b>	<b>27,100</b>	<b>27,100</b>	<b>16.31%</b>
<b>Utilities:</b>									
Power and Light	54701	4,905	6,063	9,822	8,500	9,000	9,000	9,000	5.88%
<b>Utilities Subtotal:</b>		<b>4,905</b>	<b>6,063</b>	<b>9,822</b>	<b>8,500</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>	<b>5.88%</b>
<b>Contractual Services:</b>									
Vehicle Repairs	55005	659	16	0	500	500	500	500	0.00%
Data Processing	55013	5,116	2,930	5,053	5,500	5,500	5,500	5,500	0.00%
Professional Service	55014	10,919	23,446	21,602	17,500	17,500	17,500	17,500	0.00%
<b>Contractual Services Subtotal:</b>		<b>16,693</b>	<b>26,393</b>	<b>26,655</b>	<b>23,500</b>	<b>23,500</b>	<b>23,500</b>	<b>23,500</b>	<b>0.00%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	3,828	3,564	3,564	4,036	3,687	3,687	3,687	-8.65%
<b>Insurance Expenses Subtotal:</b>		<b>3,828</b>	<b>3,564</b>	<b>3,564</b>	<b>4,036</b>	<b>3,687</b>	<b>3,687</b>	<b>3,687</b>	<b>-8.65%</b>
<b>Total Other Operating:</b>		<b>91,205</b>	<b>86,605</b>	<b>83,676</b>	<b>101,591</b>	<b>105,087</b>	<b>104,737</b>	<b>104,737</b>	<b>3.10%</b>
<b>Expense Total:</b>		<b>300,595</b>	<b>318,393</b>	<b>319,906</b>	<b>342,909</b>	<b>338,920</b>	<b>338,570</b>	<b>338,570</b>	<b>-1.27%</b>
<b>Emergency Management Net/(Levy):</b>		<b>(150,428)</b>	<b>(167,749)</b>	<b>(167,345)</b>	<b>(195,801)</b>	<b>(191,772)</b>	<b>(191,422)</b>	<b>(191,422)</b>	<b>-2.24%</b>

## SUMMARY BY DIVISION

	<u>Revenues</u>	<u>Expenses</u>	<u>Adjustments</u>	<u>Levy</u>
<b>TRANSPORTATION</b>				
Airport	\$ 923,800	\$ 3,445,208	\$ (1,811,741)	\$ 709,667
Airport Debt	-	56,000	-	56,000
Highway Department	13,116,695	14,288,836	(1,172,141)	-
County Road Maintenance	2,048,000	3,165,000	-	1,117,000
	<u>\$ 16,088,495</u>	<u>\$ 20,955,044</u>	<u>\$ (2,983,882)</u>	<u>\$ 1,882,667</u>

# AIRPORT

Airport Fund: 510  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: Peter M. Moll  
LOCATION: Wittman Regional Airport  
525 W. 20<sup>th</sup> Avenue  
Oshkosh, WI 54902-6871

TELEPHONE: 236-4930

## MISSION STATEMENT:

To provide modern facilities and support services for Aviation-related activities that will enhance sustainable economic development of the region.

## PROGRAM DESCRIPTION:

**ADMINISTRATION** Handle accounting and record keeping, conduct correspondence, maintain statistics, administer leases, negotiate and write contracts, collect and assemble operations statistics, update operations and security manuals, manage personnel, plan and direct airport development, promote and market airport services, supervise daily airport operations.

**FIELD MAINTENANCE** Maintain a safe operating Airport in compliance with Federal and State regulations and directives. Operations include turf mowing, snow plowing, lighting system and pavement maintenance. Conduct FAA-required inspections and correct deficiencies.

**MAINTENANCE SHOP** Perform routine, preventative, and repair maintenance on the airport's fleet of turf mowers, snow plows and blowers, trucks, and other specialized equipment.

**FIRE STATION** Maintain the airport-owned fire station, staffed by City of Oshkosh firefighters in a joint-use facility. Provide training required by the FAA.

**TOWER** Maintain a facility to provide air traffic control services and provide an regional FAA equipment repair base.

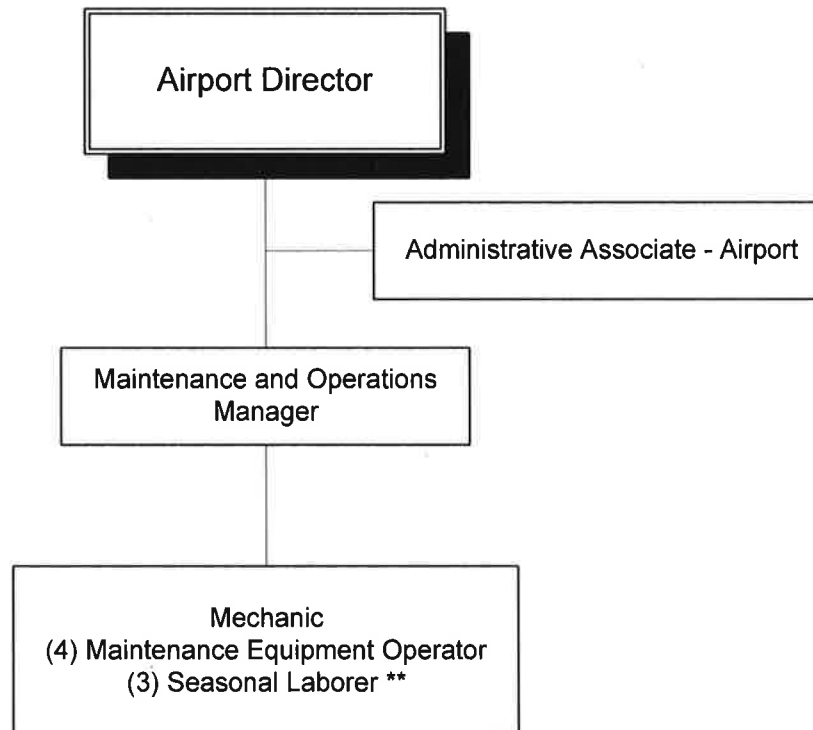
**TERMINAL BUILDING** Provide a central airport facility to host aviation and non-aviation related businesses and airport administration. Rent available space to concessionaires.

**WEST TERMINAL BUILDING** Continue full rental occupancy and maintain this facility as a long-term, revenue-producing asset.

**OTHER BUILDINGS** Fulfill contractual obligations by maintaining over thirty county-owned buildings, many over 40 years old. These buildings include T-hangars, multi-aircraft storage hangars, and a full-service fixed base operation. Provide hangar facilities to meet all aspects of general aviation.

**UNCLASSIFIED EXPENSE** Track capital outlay, including Federal and State grant programs.

# AIRPORT



\*\* Unclassified position

# **AIRPORT**

**Airport Fund: 510**  
**2016 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Peter M. Moll  
**LOCATION:** Wittman Regional Airport  
525 W. 20<sup>th</sup> Avenue  
Oshkosh, WI 54902-6871

**TELEPHONE:** 236-4930

## **2016 ACCOMPLISHMENTS:**

1. Continued partnership with Oshkosh Corporation for vehicle testing programs.
2. Maintained over 90% hangar occupancy rate.
3. Partnered with City of Oshkosh, Greater Oshkosh Economic Development Corporation (GOEDC), and NextJen Studios to continue marketing efforts for the Aviation Business Park.
4. Teamed with Experimental Aircraft Association to ensure their successful EAA AirVenture 2015.
5. Completed work with OMNNI Associates for updating the Airport Layout Plan (ALP) and establishing an AirVenture Event Layout Plan (AELP)
6. Enhanced work with NextJen Studios for expanded airport marketing and promotions work through social media and print media.
7. Continued design and development of new Aviation Business Center to replace existing terminal and west wing.
8. Continued Taxiway B reconstruction and realignment project, and City of Oshkosh storm water sewer project.
9. Refined design concepts for new hangar development/revenue on the north side of the airport.
10. Partnered with the Experimental Aircraft Association (EAA) and the National Intercollegiate Flying Association (NIFA) local chapter to begin planning for the National flying competition for college students to be held in 2017 at Wittman Airport.
11. Began planning for EAA International Aerobatic Club (IAC) National Aerobatic Championship to be held at Wittman Airport in 2017.
12. Acquired new Oshkosh 6x6 snow plow to replace an existing plow truck.
13. Hosted the 2016 Wisconsin Aviation Conference, in conjunction with Wisconsin Airport Management Association (WAMA), at Oshkosh Convention Center.



**2017 GOALS & OBJECTIVES:**

- 1. Continue to seek additional and alternative revenue sources, both aeronautical and non-aeronautical, to become a self-sufficient department.**
- 2. Continue to operate the airport in a safe manner while complying with FAA regulations and guidelines, and while remaining within budget limitations and directives.**
- 3. Maximize the use of Federal and State funding for development to put Wittman Regional Airport in the best financially competitive and marketable position.**
- 4. Continue partnerships with NextJen Studios, Greater Oshkosh Economic Development Corporation (GOEDC), and the City of Oshkosh to attract new aviation businesses to, and assist existing businesses at, Wittman Regional Airport.**
- 5. Continue development efforts of Aviation Industrial Park land.**
- 6. Strengthen partnership with EAA to ensure a viable and successful EAA AirVenture event and other year-round EAA-hosted activities.**
- 7. Complete Taxiway B reconstruction project and City of Oshkosh storm water sewer project.**
- 8. Initiate and continue small pavement maintenance programs to extend life of airport pavements.**
- 9. Initiate design work and funding request for Taxiway A reconstruction.**
- 10. Initiate construction of new Airport Business Center with County Board approval.**
- 11. Investigate new hangar developments with potential outside partners and funding.**
- 12. Continue marketing efforts to educate the citizens of Winnebago County and surrounding areas about the positive aspects of Wittman Regional Airport.**
- 13. Design & construct taxiway into Oshkosh Aviation Business Park.**

# AIRPORT

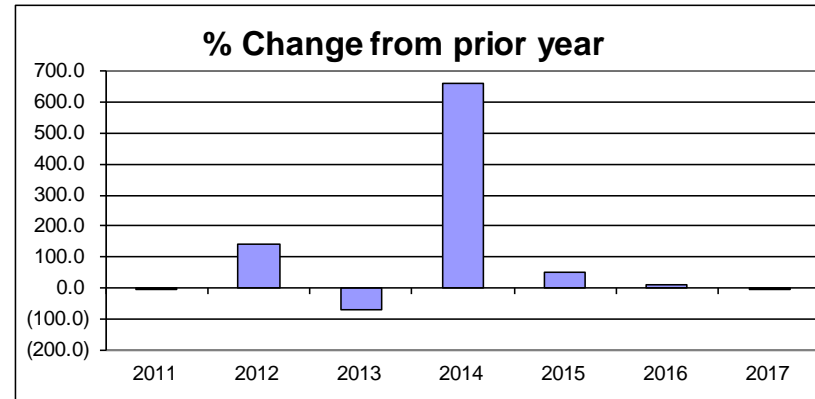
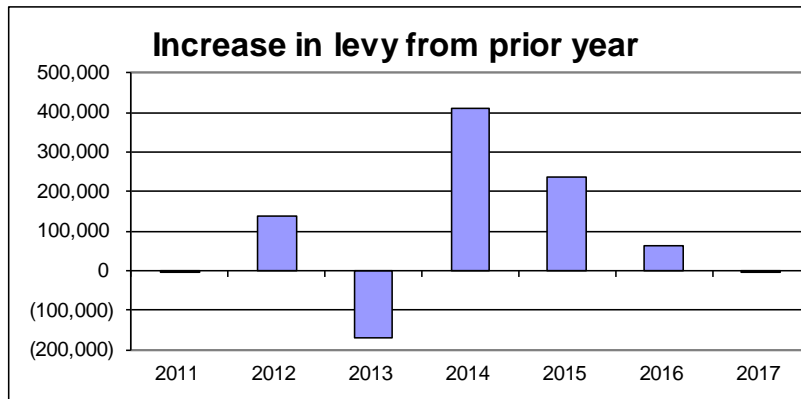
## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	7	7	7	7	7	7	7	7	8	8
Part Time	2	2	2	2	1	1	1	1	0	0
Total	9	9	9	9	8	8	8	8	8	8

There is no change to the staffing table for 2017.

**COUNTY LEVY:** The net tax levy for 2016 is \$765,667, a decrease of \$2,899 or 0.4% under 2016. We used \$59,995 of Airport fund balance to reduce the levy for 2017. Otherwise there would have been an increase.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Airport

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 768,566</b>	
<b>Revenue Changes - impact on levy:</b>		
Airport Landing Fees	(12,000)	Increase in collection of fees and charter flights.
Land Rental	(27,000)	Planned increases in revenue and increased usage of land.
Building Rental	75,000	This account was overbudgeted in 2016, the budgeted amount for 2017 looks more in line with revenue trends.
<b>Expense Changes - impact on levy:</b>		
Health Insurance	11,148	Increase in health insurance premiums as forecasted by Human Resources.
Capital Equipment	7,995	Increase based on adding a replacement mower to the budget during the County Board deliberations.
Heat	(10,000)	This account was overbudgeted in 2016, the budgeted amount for 2017 looks more in line with history of heating expenses.
Fund balance applied	(59,995)	Fund balance was not used in 2016, it will be used to reduce the levy for 2017.
<b>Other small changes:</b>	11,953	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ 765,667</b>	

## Financial Summary Airport Fund

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	499,295	873,300	960,350	960,350	923,800
Labor	329,037	655,562	629,872	629,873	653,003
Travel	99	1,765	2,455	2,455	3,000
Capital	75,162	713,000	106,000	760,000	113,995
Other Expenditures	1,482,069	2,477,844	2,434,889	2,434,889	2,731,210
Total Expenditures	1,886,367	3,848,171	3,173,216	3,827,217	3,501,208
Levy Before Adjustments	1,387,072	2,974,871	2,212,866		2,577,408
Adjustments					
Decrease fund balance			-		(59,995)
Back out depreciation			(1,444,300)		(1,751,746)
Net Levy After Adjustments			768,566		765,667

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 510 - Airport</b>									
<b>Revenue</b>									
<b>Public Services:</b>									
Rental Revenues	45011	24,360	22,470	27,185	40,000	37,500	37,500	37,500	-6.25%
Airport Landing Fees	45048	3,160	6,346	7,603	4,000	16,000	16,000	16,000	300.00%
Fuel Flowage Fee	45049	58,337	53,224	71,658	75,000	76,000	76,000	76,000	1.33%
Land Rental - Airport	45059	739,323	496,081	497,234	472,000	499,000	499,000	499,000	5.72%
Building Rental Airport	45060	320,309	311,963	271,994	360,000	285,000	285,000	285,000	-20.83%
<b>Public Services Subtotal:</b>		<b>1,145,489</b>	<b>890,084</b>	<b>875,673</b>	<b>951,000</b>	<b>913,500</b>	<b>913,500</b>	<b>913,500</b>	<b>-3.94%</b>
<b>Intergov Services:</b>									
Other Fees	43001	6,250	3,750	55,000	5,000	5,000	5,000	5,000	0.00%
<b>Intergov Services Subtotal:</b>		<b>6,250</b>	<b>3,750</b>	<b>55,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>0.00%</b>
<b>Total Operating Revenue:</b>		<b>1,151,739</b>	<b>893,834</b>	<b>930,673</b>	<b>956,000</b>	<b>918,500</b>	<b>918,500</b>	<b>918,500</b>	<b>-3.92%</b>
<b>Misc Revenues:</b>									
Sale of Scrap	48106	628	447	42	350	300	300	300	-14.29%
Other Miscellaneous Revenues	48109	2,742	3,913	6,810	4,000	5,000	5,000	5,000	25.00%
<b>Misc Revenues Subtotal:</b>		<b>3,370</b>	<b>4,360</b>	<b>6,851</b>	<b>4,350</b>	<b>5,300</b>	<b>5,300</b>	<b>5,300</b>	<b>21.84%</b>
<b>Other Financing Srcs:</b>									
Gain Sale of Assets	49000	17,480	9,691	0	0	0	0	0	0.00%
<b>Other Financing Srcs Subtotal:</b>		<b>17,480</b>	<b>9,691</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Transfers In:</b>									
Other Transfers In	49501	1,528,437	0	0	0	0	0	0	0.00%
<b>Transfers In Subtotal:</b>		<b>1,528,437</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>1,549,287</b>	<b>14,051</b>	<b>6,851</b>	<b>4,350</b>	<b>5,300</b>	<b>5,300</b>	<b>5,300</b>	<b>21.84%</b>
<b>Revenue Total:</b>		<b>2,701,026</b>	<b>907,885</b>	<b>937,525</b>	<b>960,350</b>	<b>923,800</b>	<b>923,800</b>	<b>923,800</b>	<b>-3.81%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 510 - Airport</b>									
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	371,035	381,675	401,434	413,028	421,596	421,596	421,596	2.07%
Temporary Employees	51101	21,176	21,215	17,704	26,000	26,000	26,000	26,000	0.00%
Overtime	51105	13,620	9,125	8,083	5,750	3,500	3,500	3,500	-39.13%
Comp Time	51108	5,402	0	0	0	1,500	0	0	0.00%
<b>Wages Subtotal:</b>		<b>411,233</b>	<b>412,016</b>	<b>427,221</b>	<b>444,778</b>	<b>452,596</b>	<b>451,096</b>	<b>451,096</b>	<b>1.42%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	30,233	30,355	31,473	34,026	34,625	34,625	34,625	1.76%
Health Insurance	51201	98,098	104,848	110,286	109,951	121,099	121,099	121,099	10.14%
Dental Insurance	51202	5,499	7,240	7,139	7,219	7,221	7,221	7,221	0.03%
Workers Compensation	51203	16,843	4,493	4,870	3,945	7,591	7,591	7,591	92.42%
Compensated Absences Expense	51205	(9,143)	7,073	(19,034)	0	0	0	0	0.00%
WI Retirement	51206	25,792	27,404	21,083	27,639	29,009	29,009	29,009	4.96%
Fringe Benefits Other	51207	1,767	(9,906)	(1,882)	2,314	2,361	2,361	2,361	2.03%
<b>Fringes Benefits Subtotal:</b>		<b>169,088</b>	<b>171,507</b>	<b>153,936</b>	<b>185,094</b>	<b>201,906</b>	<b>201,906</b>	<b>201,906</b>	<b>9.08%</b>
<b>Total Labor:</b>		<b>580,321</b>	<b>583,523</b>	<b>581,156</b>	<b>629,872</b>	<b>654,502</b>	<b>653,002</b>	<b>653,002</b>	<b>3.67%</b>
<b>Travel:</b>									
Registration Tuition	52001	215	440	357	630	1,443	1,243	1,243	97.30%
Automobile Allowance	52002	0	931	563	200	200	0	0	-100.00%
Commercial Travel	52004	0	804	341	600	600	350	350	-41.67%
Meals	52005	0	171	41	200	100	57	57	-71.50%
Lodging	52006	230	744	327	550	1,250	1,250	1,250	127.27%
Other Travel Exp	52007	0	2	198	200	200	100	100	-50.00%
Taxable Meals	52008	0	68	28	75	75	0	0	-100.00%
<b>Travel Subtotal:</b>		<b>445</b>	<b>3,159</b>	<b>1,855</b>	<b>2,455</b>	<b>3,868</b>	<b>3,000</b>	<b>3,000</b>	<b>22.20%</b>
<b>Total Travel:</b>		<b>445</b>	<b>3,159</b>	<b>1,855</b>	<b>2,455</b>	<b>3,868</b>	<b>3,000</b>	<b>3,000</b>	<b>22.20%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 510 - Airport</b>									
<b>Capital Outlay:</b>									
Land	58000	1,000,287	0	0	0	0	0	0	0.00%
Improvements	58002	0	15,000	5,651,793	0	0	0	0	0.00%
Equipment	58004	899,550	309,055	104,810	106,000	144,000	104,000	113,995	7.54%
<b>Capital Outlay Subtotal:</b>		<b>1,899,836</b>	<b>324,055</b>	<b>5,756,603</b>	<b>106,000</b>	<b>144,000</b>	<b>104,000</b>	<b>113,995</b>	<b>7.54%</b>
<b>Total Capital:</b>									
		<b>1,899,836</b>	<b>324,055</b>	<b>5,756,603</b>	<b>106,000</b>	<b>144,000</b>	<b>104,000</b>	<b>113,995</b>	<b>7.54%</b>
<b>Office:</b>									
Office Supplies	53000	388	458	465	500	500	500	500	0.00%
Stationery and Forms	53001	0	47	58	100	100	100	100	0.00%
Printing Supplies	53002	128	114	106	200	200	200	200	0.00%
Postage and Box Rent	53004	0	79	32	50	50	50	50	0.00%
Telephone	53008	9,006	8,385	8,442	8,000	8,000	8,000	8,000	0.00%
Long Distance	53011	26	57	0	0	0	0	0	0.00%
Wireless	53012	1,540	1,029	0	0	0	0	0	0.00%
Pagers	53013	90	60	0	0	0	0	0	0.00%
Voice and Data Cabling	53014	201	0	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>11,379</b>	<b>10,229</b>	<b>9,103</b>	<b>8,850</b>	<b>8,850</b>	<b>8,850</b>	<b>8,850</b>	<b>0.00%</b>
<b>Operating:</b>									
Advertising	53500	426	148	0	400	400	400	400	0.00%
Membership Dues	53502	1,280	1,820	1,535	1,535	1,610	1,610	1,610	4.89%
Promotions Airport	53505	60,109	53,391	59,611	70,000	70,000	65,000	65,000	-7.14%
Food	53520	0	42	60	100	100	100	100	0.00%
Small Equipment	53522	13,881	15,001	20,512	19,600	21,900	21,900	21,900	11.73%
Other Operating Supplies	53533	5,732	6,041	5,618	7,000	7,000	7,000	7,000	0.00%
Motor Fuel	53548	29,504	29,996	31,999	32,000	32,000	32,000	32,000	0.00%
Operating Licenses Fees	53553	350	809	895	600	600	600	600	0.00%
Bad Debts Expense	53561	(806)	77	(347)	0	0	0	0	0.00%
Taxes & Assessments	53562	406	420	420	500	500	500	500	0.00%
Small Equipment Technology	53580	1,063	623	186	250	250	250	250	0.00%
Print Duplicate	73003	1,153	839	1,141	750	750	750	750	0.00%
Postage and Box Rent	73004	239	139	210	450	450	450	450	0.00%
<b>Operating Subtotal:</b>		<b>113,336</b>	<b>109,347</b>	<b>121,840</b>	<b>133,185</b>	<b>135,560</b>	<b>130,560</b>	<b>130,560</b>	<b>-1.97%</b>

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 510 - Airport</b>									
<b>Repairs &amp; Maint:</b>									
Maintenance Buildings	54020	12,967	17,278	48,379	58,000	58,000	58,000	58,000	0.00%
Maintenance Grounds	54021	54,313	39,352	32,031	36,000	36,000	36,000	36,000	0.00%
Maintenance Equipment	54022	860	1,193	852	2,200	2,500	2,500	2,500	13.64%
Maintenance Vehicles	54023	42,080	39,708	54,997	44,500	42,000	42,000	42,000	-5.62%
Sign Parts Supplies	54027	0	127	56	200	500	500	500	150.00%
Equipment Repairs	54029	1,701	4,317	6,325	10,250	10,250	10,250	10,250	0.00%
Maintenance Grounds	74021	290	15,037	8,982	15,000	15,000	15,000	15,000	0.00%
Equipment Repairs	74029	396	396	495	400	400	400	400	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>112,606</b>	<b>117,408</b>	<b>152,117</b>	<b>166,550</b>	<b>164,650</b>	<b>164,650</b>	<b>164,650</b>	<b>-1.14%</b>
<b>Utilities:</b>									
Heat	54700	60,051	69,767	45,224	79,000	69,000	69,000	69,000	-12.66%
Power and Light	54701	114,552	110,123	104,877	110,500	115,000	115,000	115,000	4.07%
Water and Sewer	54702	304,691	377,942	388,168	270,000	264,000	264,000	264,000	-2.22%
Refuse Collection	54703	4,237	4,326	3,549	2,596	2,596	2,596	2,596	0.00%
<b>Utilities Subtotal:</b>		<b>483,531</b>	<b>562,158</b>	<b>541,818</b>	<b>462,096</b>	<b>450,596</b>	<b>450,596</b>	<b>450,596</b>	<b>-2.49%</b>
<b>Contractual Services:</b>									
Medical and Dental	55000	721	657	489	0	500	500	500	100.00%
Vehicle Repairs	55005	15,892	6,805	16,509	22,500	23,500	23,500	23,500	4.44%
Grounds Maintenance	55007	83,657	56,585	34,110	34,000	34,000	34,000	34,000	0.00%
Building Repairs	55008	38,896	27,155	25,210	29,000	29,000	29,000	29,000	0.00%
Janitorial Services	55016	0	1,803	636	1,200	1,200	1,200	1,200	0.00%
Architect Engineer	55019	0	12,062	35,125	10,000	15,000	15,000	15,000	50.00%
<b>Contractual Services Subtotal:</b>		<b>139,166</b>	<b>105,067</b>	<b>112,079</b>	<b>96,700</b>	<b>103,200</b>	<b>103,200</b>	<b>103,200</b>	<b>6.72%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	53,400	59,244	63,156	69,208	65,609	65,609	65,609	-5.20%
<b>Insurance Expenses Subtotal:</b>		<b>53,400</b>	<b>59,244</b>	<b>63,156</b>	<b>69,208</b>	<b>65,609</b>	<b>65,609</b>	<b>65,609</b>	<b>-5.20%</b>
<b>Deprec &amp; Amort:</b>									
Depreciation Expense	56503	1,675,173	1,593,006	1,441,791	1,444,300	1,751,746	1,751,746	1,751,746	21.29%
<b>Deprec &amp; Amort Subtotal:</b>		<b>1,675,173</b>	<b>1,593,006</b>	<b>1,441,791</b>	<b>1,444,300</b>	<b>1,751,746</b>	<b>1,751,746</b>	<b>1,751,746</b>	<b>21.29%</b>
<b>Total Other Operating:</b>		<b>2,588,591</b>	<b>2,556,459</b>	<b>2,441,905</b>	<b>2,380,889</b>	<b>2,680,211</b>	<b>2,675,211</b>	<b>2,675,211</b>	<b>12.36%</b>



# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 510 - Airport</b>									
<b>Debt Payments:</b>									
Debt Principal Payments	57000	601,435	57,195	97,648	48,000	50,000	50,000	50,000	4.17%
Debt Interest Payments	57001	23,388	9,768	7,559	6,000	6,000	6,000	6,000	0.00%
<b>Debt Payments Subtotal:</b>		<b>624,823</b>	<b>66,963</b>	<b>105,207</b>	<b>54,000</b>	<b>56,000</b>	<b>56,000</b>	<b>56,000</b>	<b>3.70%</b>
<b>Other Financing Uses:</b>									
Loss on Disposition of Assets	59508	898	0	0	0	0	0	0	0.00%
<b>Other Financing Uses Subtotal:</b>		<b>898</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Expense:</b>		<b>625,722</b>	<b>66,963</b>	<b>105,207</b>	<b>54,000</b>	<b>56,000</b>	<b>56,000</b>	<b>56,000</b>	<b>3.70%</b>
<b>Expense Total:</b>		<b>5,694,915</b>	<b>3,534,160</b>	<b>8,886,726</b>	<b>3,173,216</b>	<b>3,538,581</b>	<b>3,491,213</b>	<b>3,501,208</b>	<b>10.34%</b>
<b>Airport Net/(Levy):</b>		<b>(2,993,889)</b>	<b>(2,626,275)</b>	<b>(7,949,201)</b>	<b>(2,212,866)</b>	<b>(2,614,781)</b>	<b>(2,567,413)</b>	<b>(2,577,408)</b>	<b>16.47%</b>
Back out depreciation budgeted					1,444,300	1,751,746	1,751,746	1,751,746	21.29%
Fund balance applied (Note 1)					0	50,000	50,000	59,995	100.00%
<b>Airport Net / (Levy)</b>					<b>(768,566)</b>	<b>(813,035)</b>	<b>(765,667)</b>	<b>(765,667)</b>	<b>-0.38%</b>

Note 1: fund balance applied is a use of fund balance to reduce the levy for this operation.

**WINNEBAGO COUNTY  
CAPITAL OUTLAY - 2017**

<u>Department</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Cost</u>	<u>Capital Outlay</u>
Airport -	Extended cab pick-up truck	1	30,000	30,000
	RT3 Friction Measuring Device	1	62,000	62,000
	Bristle pack sets for Runway Broom	2	6,000	12,000
	Replacement Mower	1	9,995	9,995
		<b>5</b>		<b>113,995</b>

## AIRPORT PROGRAM BUDGETS

NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
								2017 ADOPTED	2016 ADOPTED	2015 ADOPTED	2017 OVER 2016	2016 OVER 2015
AIRPORT							923,800	(923,800)	(960,350)	(941,800)	(3.8)	2.0
Administration	51701	254,174	3,000	-	1,912,515	2,169,689	-	2,169,689	1,854,752	1,840,581	17.0	0.8
Field Maintenance	51703	296,577	-	-	286,200	582,777	-	582,777	571,525	542,223	2.0	5.4
Maintenance Shop	51705	74,445	-	-	55,596	130,041	-	130,041	128,791	143,257	1.0	(10.1)
Fire Station	51707	-	-	-	59,500	59,500	-	59,500	56,500	42,000	5.3	34.5
Tower	51709	-	-	-	44,750	44,750	-	44,750	44,450	41,350	0.7	7.5
Terminal Building	51711	11,927	-	-	257,200	269,127	-	269,127	273,456	287,418	(1.6)	(4.9)
West Terminal Wing	51713	-	-	-	6,250	6,250	-	6,250	6,450	5,450	(3.1)	18.3
Other Buildings	51715	15,879	-	-	53,200	69,079	-	69,079	77,292	55,125	(10.6)	40.2
Unclassified	51717	-	-	113,995	-	113,995	-	113,995	106,000	113,000	7.5	(6.2)
Debt Principal		-	-	-	50,000	50,000	-	50,000	48,000	59,000	4.2	(18.6)
Debt Interest		-	-	-	6,000	6,000	-	6,000	6,000	9,000	0.0	(33.3)
<b>Grand Totals</b>		<u>653,002</u>	<u>3,000</u>	<u>113,995</u>	<u>2,731,211</u>	<u>3,501,208</u>	<u>923,800</u>	2,577,408	2,212,866	2,196,604	16.5	0.7
Decrease fund balance								(59,995)	-	(50,000)	100.0	(100.0)
Back out depreciation								(1,751,746)	(1,444,300)	(1,439,449)	21.3	0.3
(Income)/Loss on cash flow basis								<u>765,667</u>	<u>768,566</u>	<u>707,155</u>	(0.4)	8.7

# HIGHWAY DEPARTMENT

Highway Fund: 540  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: Ernest Winters  
LOCATION: Winnebago County Highway Department  
901 W. County Rd Y  
Oshkosh, WI 54901

TELEPHONE: 232-1750

## MISSION STATEMENT:

Provide a high level of public service to residents of Winnebago County and the public in general, through cost effective management, repair and construction of the County system of highways; by assisting the Towns in Winnebago County with town road maintenance services and by providing maintenance and oversight services on the State and Interstate Highway system on behalf of the State Department of Transportation.

## PROGRAM DESCRIPTION:

**COUNTY ROAD MAINTENANCE** Overall management and administration of the County highway system including budgeting and financials, planning, engineering and system operations. Plan and provide highway routine maintenance, snow and ice control, pavement rehabilitation and construction, bridge maintenance, traffic control and all highway and right of way related activities. The Department provides safe, cost effective and high quality services to the County Trunk Highway System for County residents and travelers throughout Winnebago County.

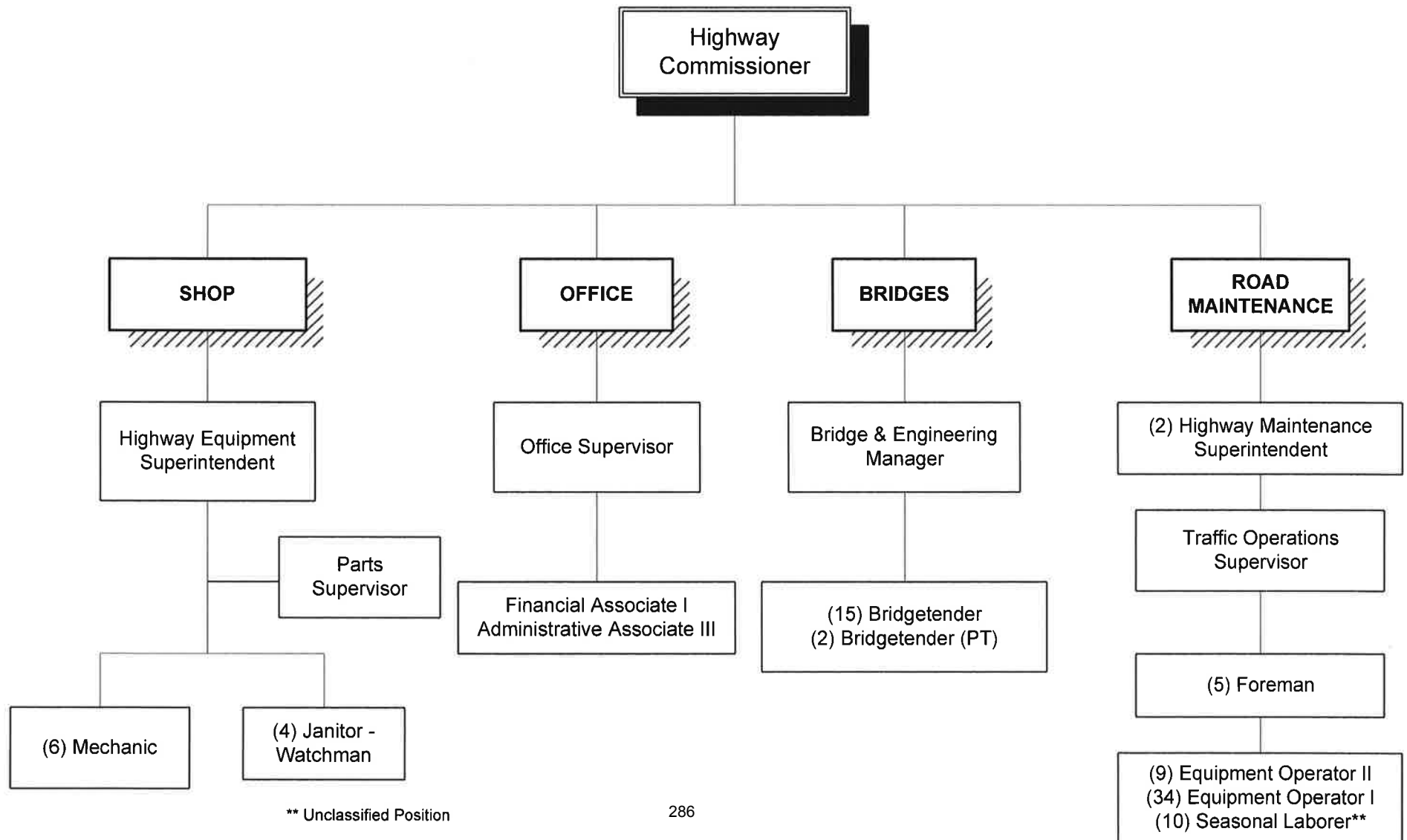
**STATE ROAD MAINTENANCE** The County provides highway maintenance operations on a contractual basis including winter snow and ice control, lift bridge oversight and operations, daily routine roadway maintenance and special maintenance, incident management and response assistance along with assisting with construction projects. Activities include sign maintenance, drainage, structure maintenance, traffic control, plowing, salting, patching and patrolling.

**LOCAL ROAD MAINTENANCE** The County provides daily and special maintenance to many of the Towns of Winnebago County on a pre-arranged basis, by letter of agreement. Provides winter and routine road maintenance, drainage and ditch maintenance and special improvements projects. We provide assistance to the Towns on improvement projects and help Towns plan and coordinate with the State on special funding programs. Provide financial assistance and guidance for Culvert/Bridge Aid projects.

**COUNTY ROAD MAJOR IMPROVEMENTS** Provides expertise in the planning and design of needed reconstruction of County Roads utilizing available Federal and State funding.

**UNDERGROUND STORAGE TANK PROGRAM** Manages the County's underground storage tanks to comply with applicable DNR regulations.

# HIGHWAY



\*\* Unclassified Position

# **HIGHWAY DEPARTMENT**

**Highway Fund: 540  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Ernest Winters  
**LOCATION:** Winnebago County  
901 W. County Rd. Y  
Oshkosh, WI 54901

**TELEPHONE:** 232-1750

## **2016 ACCOMPLISHMENTS:**

- 1. Continued to assist the Parks Department with the roadway and other improvements involved in the Community Park improvement project.**
- 2. Continued with the ongoing implementation of the "Performance Based Maintenance" system of bidding on DOT maintenance work, both in and out of Winnebago County.**
- 3. Continued the design process on the CTH N bridge reconstruction project in the hopes of DOT bridge funding becoming available in the next application cycle.**
- 4. Completed design and bidding preparation for the CTH G bridge project. Project will bid and be constructed in 2016.**
- 5. Began an analysis of the CTH CB & Oakridge Road intersection which should ultimately lead to a Capital Improvement project at that intersection in the near future.**
- 6. Began the design process on the CTH A project, from Indian Point Road to CTH GG. The design will be done in late 2017 with construction potentially in 2018.**
- 7. Continued work on a statewide work zone safety initiative designed to help educate the public on work zones and the need to drive carefully around highway workers, law enforcement and any other workers in the highway right of way.**
- 8. Performed highway maintenance activities consisting of mill and overlay, patching, chip sealing, ditching & drainage improvements, signing and shouldering on over 50 miles of county trunk highways.**

**2017 GOALS & OBJECTIVES:**

- 1. Oversee, manage and implement the County Capital Improvement program pertaining to highway projects.**
- 2. Continue to work with the Wisconsin DOT on the PBM maintenance projects and work to keep Winnebago County competitive and well positioned in this process going forward.**
- 3. Continue to assist Towns, Cities and Villages with their highway and transportation needs and provide administrative assistance regarding the various DOT funding options for local projects.**
- 4. Continue to provide and improve upon the levels of service on our county highway system by providing timely and cost effective maintenance and improvement activities.**



# HIGHWAY

## 2017 BUDGET NARRATIVE HIGHLIGHTS

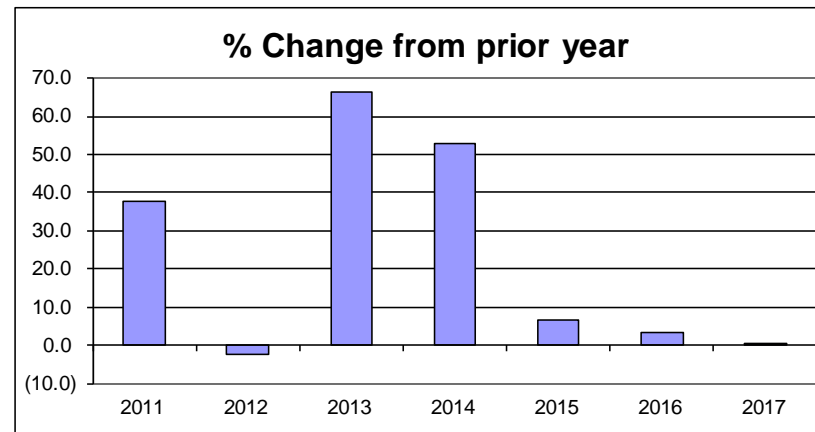
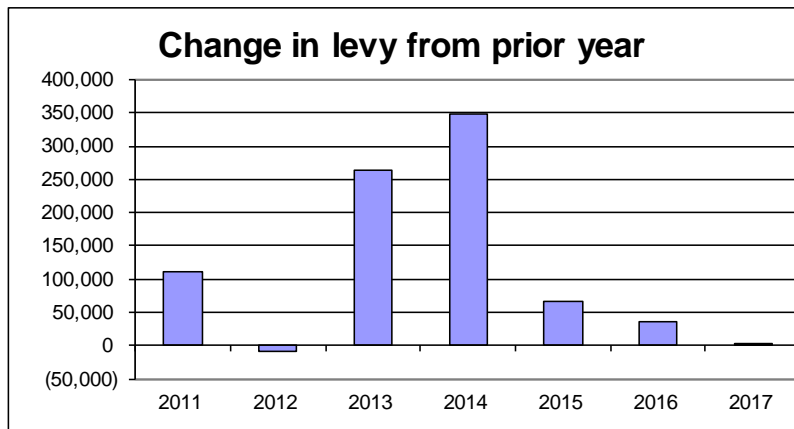
### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	78	78	78	78	78	77	78	80	80	83
Part Time	2	2	2	2	2	2	2	2	2	2
Total	80	80	80	80	80	79	80	82	82	85

The changes in the 2017 department staffing can be found within the Table of Organization of Classified Positions schedule found in the Overview section of the budget book. Another schedule in that section shows the fiscal impact of the position changes. Three new full time positions have been added, two full time Classification 2 Operators and one full time Mechanic.

**COUNTY LEVY:** The Highway Department operates as a proprietary type activity and as such does not have a direct tax levy. The department provides county road maintenance, which is charged back to the general fund. The department also does work for the State and other municipalities within Winnebago County and bills those units of government for services provided.

**County Road Maintenance:** The 2017 tax levy in the General Fund for County Road Maintenance is \$1,117,000, an increase of \$3,767 or 0.3% over 2016.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Highway

Impact on the Operating Budget (Excludes Principal Payments on Debt)

Significant changes from 2016	Effect on Budget	Effect on Surplus	Total	
2016 Budgeted Surplus (Deficit)			\$ 13,347	
Significant changes to revenues:				
Account	Incr/(Decr) Revenue			
Hwy Maint Municipal	(26,334)	(26,334)		Increase based on an anticipated shift in services to other areas.
Hwy Health Agency Revenues	(4,859)	(4,859)		Decrease to be more consistent with drop in 2015.
Highway Services	453,217	453,217		Increase based on more work anticipated on county road capital projects in 2017.
Total revenue changes	422,024			
Significant changes to expenses:				
Account	Incr/(Decr) Expense			Description
Health Insurance	184,454	(184,454)		Increase for the addition of two (2) new positions and health insurance premium increases projected.
Dental Insurance	6,535	(6,535)		Increase for the addition of two (2) new positions and dental insurance premium increases projected.
Workers Compensation	33,448	(33,448)		Increase for the addition of two (2) new positions and normal pay increases scheduled for 2017.
WI Retirement	21,067	(21,067)		Increase for the addition of two (2) new positions and normal pay increases scheduled for 2017.
Fringe Benefits Other	22,839	(22,839)		Increase for the addition of two (2) new positions and other benefits associated with.
Capital - Buildings	(24,000)	24,000		Decrease based on only two items needed in 2017 - overhead doors and ground bars for cranes.
Capital - Equipment	329,150	(329,150)		Increase in the amount of capital equipment needed for 2017.
Motor Fuel	(342,370)	342,370		Decrease based on an anticipated decrease in the cost of fuel for 2017.
Equipment Rental	(3,750)	3,750		Decrease based on less rental expense anticipated for 2017.

## **SIGNIFICANT CHANGES FROM 2016 ADOPTED - Highway**

Impact on the Operating Budget (Excludes Principal Payments on Debt)

<b>Significant changes from 2016</b>	<b>Effect on Budget</b>	<b>Effect on Surplus</b>	<b>Total</b>	
Power and Light	(10,400)	10,400		Decrease based on historical data, closer to three year average and was overbudgeted in 2016.
<b>Other small changes</b>	267,639	(267,639)		This is a combination of small increases and decreases to revenue and expense accounts.
<b>Total expense changes</b>	<b>484,612</b>			
<b>2017 Budgeted Surplus (Deficit)</b>			<b>\$ (49,241)</b>	

## Financial Summary Highway Fund

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	6,492,514	13,650,000	12,666,131	13,604,747	13,116,695
Labor	4,254,774	5,600,000	5,632,644	5,632,644	5,917,238
Travel	4,626	7,600	7,625	7,625	5,775
Capital	540,481	1,464,333	1,014,500	1,253,085	1,319,650
Other Expenditures	3,100,362	7,885,522	7,070,915	7,891,947	7,046,173
Total Expenditures	7,900,243	14,957,455	13,725,684	14,785,301	14,288,836
(Surplus) deficit before adjustments			1,059,553		1,172,141
<i>Adjustments:</i>					
General Fund Balance Applied			-		(50,000)
Back out depreciation			(1,072,900)		(1,072,900)
Net (surplus) deficit on a budgetary basis			(13,347)		49,241

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 540 - Highway</b>									
<b>Revenue</b>									
<b>Licenses:</b>									
Permit Fees	44003	16,780	11,854	19,931	15,000	15,000	15,000	15,000	0.00%
<b>Licenses Subtotal:</b>		<b>16,780</b>	<b>11,854</b>	<b>19,931</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>0.00%</b>
<b>Public Services:</b>									
Highway Services	45000	532	174	1,399	825	835	835	835	1.21%
Forms Copies Etc	45003	10	1	0	0	0	0	0	0.00%
Rental Revenues	45011	350	350	350	350	350	350	350	0.00%
<b>Public Services Subtotal:</b>		<b>892</b>	<b>525</b>	<b>1,749</b>	<b>1,175</b>	<b>1,185</b>	<b>1,185</b>	<b>1,185</b>	<b>0.85%</b>
<b>Intergov Services:</b>									
Hwy Maint State	43005	3,036,115	3,495,004	3,657,903	3,757,340	3,750,000	3,750,000	3,750,000	-0.20%
Hwy Maint Municipal	43008	2,887,297	2,216,286	2,551,457	2,685,190	2,658,856	2,658,856	2,658,856	-0.98%
Hwy Non Road Related Revenues	43011	318,595	0	0	0	0	0	0	0.00%
Hwy Health Agency Revenues	43012	27,684	25,822	10,005	26,000	21,141	21,141	21,141	-18.69%
Hwy Culture Rec Ed Revenues	43013	9,479	11,643	10,160	10,000	10,300	10,300	10,300	3.00%
Hwy Conservation Dev Revenue	43014	5,544	140	8,651	12,000	11,000	11,000	11,000	-8.33%
<b>Intergov Services Subtotal:</b>		<b>6,284,713</b>	<b>5,748,896</b>	<b>6,238,176</b>	<b>6,490,530</b>	<b>6,451,297</b>	<b>6,451,297</b>	<b>6,451,297</b>	<b>-0.60%</b>
<b>Interfund Revenue:</b>									
Hwy Maint Municipal	63008	19,689	22,310	72,851	30,200	66,770	66,770	66,770	121.09%
Highway Services	65000	6,079,498	5,020,106	6,598,359	6,041,576	6,494,793	6,494,793	6,494,793	7.50%
<b>Interfund Revenue Subtotal:</b>		<b>6,099,187</b>	<b>5,042,416</b>	<b>6,671,210</b>	<b>6,071,776</b>	<b>6,561,563</b>	<b>6,561,563</b>	<b>6,561,563</b>	<b>8.07%</b>
<b>Total Operating Revenue:</b>		<b>12,401,572</b>	<b>10,803,690</b>	<b>12,931,066</b>	<b>12,578,481</b>	<b>13,029,045</b>	<b>13,029,045</b>	<b>13,029,045</b>	<b>3.58%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 540 - Highway</b>									
<b>Interest:</b>									
Interest Investments	48000	10,042	9,317	10,343	12,000	12,000	12,000	12,000	0.00%
Investment Mark to Market	48002	(14,447)	7,458	2,221	0	0	0	0	0.00%
<b>Interest Subtotal:</b>		<b>(4,405)</b>	<b>16,774</b>	<b>12,564</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>0.00%</b>
<b>Misc Revenues:</b>									
Sale of Scrap	48106	28,564	54,166	9,555	42,550	41,550	41,550	41,550	-2.35%
Other Miscellaneous Revenues	48109	32,143	36,287	25,539	33,100	34,100	34,100	34,100	3.02%
<b>Misc Revenues Subtotal:</b>		<b>60,707</b>	<b>90,453</b>	<b>35,094</b>	<b>75,650</b>	<b>75,650</b>	<b>75,650</b>	<b>75,650</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>56,302</b>	<b>107,227</b>	<b>47,658</b>	<b>87,650</b>	<b>87,650</b>	<b>87,650</b>	<b>87,650</b>	<b>0.00%</b>
<b>Revenue Total:</b>		<b>12,457,874</b>	<b>10,910,918</b>	<b>12,978,724</b>	<b>12,666,131</b>	<b>13,116,695</b>	<b>13,116,695</b>	<b>13,116,695</b>	<b>3.56%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	3,293,150	3,323,659	3,518,263	3,589,456	3,656,721	3,656,721	3,656,721	1.87%
Temporary Employees	51101	0	22,666	0	67,099	67,099	67,099	67,099	0.00%
Overtime	51105	301,238	248,599	186,560	292,000	242,900	242,900	242,900	-16.82%
Comp Time	51108	(3,996)	5,220	2,585	0	0	0	0	0.00%
<b>Wages Subtotal:</b>		<b>3,590,392</b>	<b>3,600,144</b>	<b>3,707,408</b>	<b>3,948,555</b>	<b>3,966,720</b>	<b>3,966,720</b>	<b>3,966,720</b>	<b>0.46%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	265,256	263,439	272,065	302,064	302,000	302,000	302,000	-0.02%
Health Insurance	51201	812,271	834,755	928,551	927,828	1,112,282	1,112,282	1,112,282	19.88%
Dental Insurance	51202	46,835	56,433	55,927	55,970	62,505	62,505	62,505	11.68%
Workers Compensation	51203	106,368	32,271	30,964	30,386	63,834	63,834	63,834	110.08%
Unemployment Comp	51204	86,464	97,258	77,019	97,850	96,000	96,000	96,000	-1.89%
WI Retirement	51206	238,646	247,326	194,737	249,890	270,957	270,957	270,957	8.43%
Fringe Benefits Other	51207	30,466	36,438	42,316	20,101	42,940	42,940	42,940	113.62%
<b>Fringes Benefits Subtotal:</b>		<b>1,586,307</b>	<b>1,567,919</b>	<b>1,601,578</b>	<b>1,684,089</b>	<b>1,950,518</b>	<b>1,950,518</b>	<b>1,950,518</b>	<b>15.82%</b>
<b>Total Labor:</b>		<b>5,176,699</b>	<b>5,168,063</b>	<b>5,308,986</b>	<b>5,632,644</b>	<b>5,917,238</b>	<b>5,917,238</b>	<b>5,917,238</b>	<b>5.05%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 540 - Highway</b>									
<b>Travel:</b>									
Registration Tuition	52001	2,341	2,093	1,727	3,550	3,200	3,200	3,200	-9.86%
Automobile Allowance	52002	0	54	206	675	300	300	300	-55.56%
Meals	52005	382	0	122	1,050	425	425	425	-59.52%
Lodging	52006	1,078	1,769	1,901	2,050	1,550	1,550	1,550	-24.39%
Other Travel Exp	52007	0	0	0	0	100	100	100	100.00%
Taxable Meals	52008	25	57	0	300	200	200	200	-33.33%
<b>Travel Subtotal:</b>		<b>3,825</b>	<b>3,973</b>	<b>3,956</b>	<b>7,625</b>	<b>5,775</b>	<b>5,775</b>	<b>5,775</b>	<b>-24.26%</b>
<b>Total Travel:</b>		<b>3,825</b>	<b>3,973</b>	<b>3,956</b>	<b>7,625</b>	<b>5,775</b>	<b>5,775</b>	<b>5,775</b>	<b>-24.26%</b>
<b>Capital Outlay:</b>									
Buildings	58001	63,781	0	0	55,000	31,000	31,000	31,000	-43.64%
Equipment	58004	1,066,761	1,103,584	1,049,023	959,500	1,288,650	1,288,650	1,288,650	34.30%
<b>Capital Outlay Subtotal:</b>		<b>1,130,542</b>	<b>1,103,584</b>	<b>1,049,023</b>	<b>1,014,500</b>	<b>1,319,650</b>	<b>1,319,650</b>	<b>1,319,650</b>	<b>30.08%</b>
<b>Total Capital:</b>		<b>1,130,542</b>	<b>1,103,584</b>	<b>1,049,023</b>	<b>1,014,500</b>	<b>1,319,650</b>	<b>1,319,650</b>	<b>1,319,650</b>	<b>30.08%</b>
<b>Office:</b>									
Office Supplies	53000	2,589	3,407	1,309	2,675	2,675	2,675	2,675	0.00%
Printing Supplies	53002	338	356	357	550	550	550	550	0.00%
Print Duplicate	53003	20	204	1,134	600	600	600	600	0.00%
Postage and Box Rent	53004	510	543	660	620	620	620	620	0.00%
Computer Software	53006	1,540	465	3,440	1,500	1,500	1,500	1,500	0.00%
Telephone	53008	12,664	12,673	12,043	15,700	13,500	13,500	13,500	-14.01%
Telephone Supplies	53009	58	0	0	500	500	500	500	0.00%
Long Distance	53011	1	57	0	0	0	0	0	0.00%
Wireless	53012	18,791	17,945	14,280	18,000	18,000	18,000	18,000	0.00%
Voice and Data Cabling	53014	3,942	0	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>40,452</b>	<b>35,649</b>	<b>33,222</b>	<b>40,145</b>	<b>37,945</b>	<b>37,945</b>	<b>37,945</b>	<b>-5.48%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 540 - Highway</b>									
<b>Operating:</b>									
Advertising	53500	35	45	117	200	200	200	200	0.00%
Subscriptions	53501	469	280	352	500	500	500	500	0.00%
Membership Dues	53502	781	697	637	859	850	850	850	-1.05%
Household Supplies	53516	1,687	1,838	827	2,600	2,600	2,600	2,600	0.00%
Uniforms Tools Allowance	53517	0	0	425	0	0	0	0	0.00%
Food	53520	887	1,751	1,748	1,000	1,065	1,065	1,065	6.50%
Small Equipment	53522	27,647	21,014	39,661	41,800	51,223	51,223	51,223	22.54%
Shop Supplies	53523	36,487	48,879	57,447	43,000	43,000	43,000	43,000	0.00%
Medical Supplies	53524	136	184	112	400	300	300	300	-25.00%
Other Operating Supplies	53533	4,045	4,226	2,010	4,500	3,750	3,750	3,750	-16.67%
Safety Supplies	53543	4,167	4,148	3,092	3,900	3,900	3,900	3,900	0.00%
Motor Fuel	53548	739,849	658,939	414,896	795,274	452,904	452,904	452,904	-43.05%
Equipment Rental	53551	37,945	38,596	87,764	52,400	48,650	48,650	48,650	-7.16%
Operating Licenses Fees	53553	900	709	1,057	835	835	835	835	0.00%
Other Miscellaneous	53568	42	0	0	0	0	0	0	0.00%
Machinery Rental	53570	0	0	0	0	0	0	0	0.00%
Fuel Handling	53571	0	0	0	0	0	0	0	0.00%
Close to Assets Lia	53572	54,067	(314,366)	(123,050)	(50,600)	(50,000)	(50,000)	(50,000)	-1.19%
Building Space Cost	53574	(63,781)	0	0	0	(23,352)	(23,352)	(23,352)	100.00%
Field Small Tools	53575	0	0	0	8	0	0	0	-100.00%
Shop Services	53576	0	4,572	0	0	0	0	0	0.00%
Employee Benefits	53577	0	0	0	0	0	0	0	0.00%
Small Equipment Technology	53580	0	108	0	0	0	0	0	0.00%
Print Duplicate	73003	3,542	3,784	3,289	4,000	4,000	4,000	4,000	0.00%
Postage and Box Rent	73004	1,121	890	500	1,500	1,500	1,500	1,500	0.00%
<b>Operating Subtotal:</b>		<b>850,025</b>	<b>476,295</b>	<b>490,884</b>	<b>902,176</b>	<b>541,925</b>	<b>541,925</b>	<b>541,925</b>	<b>-39.93%</b>
<b>Repairs &amp; Maint:</b>									
Sodium Chloride	54002	389,743	283,078	192,635	355,250	345,000	345,000	345,000	-2.89%
Calcium Chloride	54003	0	14	0	0	0	0	0	0.00%
Small Hardware	54008	1,220	2,146	3,944	3,500	3,000	3,000	3,000	-14.29%
Other Elect Products	54012	252	470	0	0	0	0	0	0.00%
Other Plumbing Prod.	54014	0	0	65	0	0	0	0	0.00%
Other Building Materials	54015	108,416	20,351	18,986	23,480	24,000	24,000	24,000	2.21%
Lubricants	54016	38,647	31,847	26,503	42,900	41,000	41,000	41,000	-4.43%



# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 540 - Highway</b>									
Machine Equip Parts	54017	481,925	466,453	422,535	450,250	441,160	441,160	441,160	-2.02%
Tires Batteries	54018	72,822	55,206	49,323	64,200	64,225	64,225	64,225	0.04%
Road Maintenance Materials	54019	3,463,762	2,514,226	4,443,767	3,392,659	3,716,573	3,716,573	3,766,573	11.02%
Maintenance Grounds	54021	223	489	1,294	0	0	0	0	0.00%
Maintenance Equipment	54022	1,288	1,059	0	1,900	1,900	1,900	1,900	0.00%
Consumable Tools	54026	9,500	11,935	12,409	10,000	8,500	8,500	8,500	-15.00%
Equipment Repairs	54029	57,820	57,929	73,539	64,200	61,600	61,600	61,600	-4.05%
Maintenance Grounds	74021	19,503	15,102	15,019	14,982	15,019	15,019	15,019	0.25%
Equipment Repairs	74029	594	627	274	660	6,216	6,216	6,216	841.82%
<b>Repairs &amp; Maint Subtotal:</b>		<b>4,645,716</b>	<b>3,460,932</b>	<b>5,260,292</b>	<b>4,423,981</b>	<b>4,728,193</b>	<b>4,728,193</b>	<b>4,778,193</b>	<b>8.01%</b>
<b>Utilities:</b>									
Heat	54700	14,053	15,034	12,387	20,100	17,500	17,500	17,500	-12.94%
Power and Light	54701	93,258	86,932	87,737	105,400	95,000	95,000	95,000	-9.87%
Water and Sewer	54702	32,254	36,027	39,523	37,200	36,200	36,200	36,200	-2.69%
Refuse Collection	54703	0	164	185	0	0	0	0	0.00%
Heat	74700	11,172	11,111	11,016	15,000	15,000	15,000	15,000	0.00%
Refuse Collection	74703	17,011	22,094	16,313	17,700	16,600	16,600	16,600	-6.21%
<b>Utilities Subtotal:</b>		<b>167,747</b>	<b>171,362</b>	<b>167,161</b>	<b>195,400</b>	<b>180,300</b>	<b>180,300</b>	<b>180,300</b>	<b>-7.73%</b>
<b>Contractual Services:</b>									
Medical and Dental	55000	5,163	5,367	4,942	8,700	6,400	6,400	6,400	-26.44%
Pest Extermination	55002	495	495	495	500	500	500	500	0.00%
Other Repair Maint Streets	55004	177,829	155,214	174,103	159,800	160,000	160,000	160,000	0.13%
Grounds Maintenance	55007	0	0	(921)	0	0	0	0	0.00%
Building Repairs	55008	11,931	21,940	14,403	28,200	28,000	28,000	28,000	-0.71%
Professional Service	55014	0	0	900	0	0	0	0	0.00%
<b>Contractual Services Subtotal:</b>		<b>195,417</b>	<b>183,015</b>	<b>193,922</b>	<b>197,200</b>	<b>194,900</b>	<b>194,900</b>	<b>194,900</b>	<b>-1.17%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	161,280	152,160	155,328	157,217	158,010	158,010	158,010	0.50%
<b>Insurance Expenses Subtotal:</b>		<b>161,280</b>	<b>152,160</b>	<b>155,328</b>	<b>157,217</b>	<b>158,010</b>	<b>158,010</b>	<b>158,010</b>	<b>0.50%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 540 - Highway</b>									
<b>Deprec &amp; Amort:</b>									
Depreciation Expense	56503	1,050,066	1,066,163	1,076,843	1,072,900	1,072,900	1,072,900	1,072,900	0.00%
<b>Deprec &amp; Amort Subtotal:</b>		<b>1,050,066</b>	<b>1,066,163</b>	<b>1,076,843</b>	<b>1,072,900</b>	<b>1,072,900</b>	<b>1,072,900</b>	<b>1,072,900</b>	<b>0.00%</b>
<b>Total Other Operating:</b>		<b>7,110,704</b>	<b>5,545,576</b>	<b>7,377,650</b>	<b>6,989,019</b>	<b>6,914,173</b>	<b>6,914,173</b>	<b>6,964,173</b>	<b>-0.36%</b>
<b>Debt Payments:</b>									
Debt Principal Payments	57000	61,495	65,600	69,413	72,000	72,000	72,000	72,000	0.00%
Debt Interest Payments	57001	20,594	8,652	7,780	9,896	10,000	10,000	10,000	1.05%
<b>Debt Payments Subtotal:</b>		<b>82,089</b>	<b>74,251</b>	<b>77,193</b>	<b>81,896</b>	<b>82,000</b>	<b>82,000</b>	<b>82,000</b>	<b>0.13%</b>
<b>Transfers Out:</b>									
Other Transfers Out	59501	150,000	0	0	0	0	0	0	0.00%
<b>Transfers Out Subtotal:</b>		<b>150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Expense:</b>		<b>232,089</b>	<b>74,251</b>	<b>77,193</b>	<b>81,896</b>	<b>82,000</b>	<b>82,000</b>	<b>82,000</b>	<b>0.13%</b>
<b>Expense Total:</b>		<b>13,653,859</b>	<b>11,895,446</b>	<b>13,816,808</b>	<b>13,725,684</b>	<b>14,238,836</b>	<b>14,238,836</b>	<b>14,288,836</b>	<b>4.10%</b>
<b>Highway Surplus / (Deficit) prior to adjustments</b>		<b>(1,195,985)</b>	<b>(984,529)</b>	<b>(838,084)</b>	<b>(1,059,553)</b>	<b>(1,122,141)</b>	<b>(1,122,141)</b>	<b>(1,172,141)</b>	<b>10.63%</b>
<b>Adjustments:</b>									
General Fund Balance Applied		0	0	0	0	0	0	50,000	100.00%
Back out depreciation		1,050,066	1,066,163	1,076,843	1,072,900	1,072,900	1,072,900	1,072,900	0.00%
<b>Net Surplus / (Deficit) on budgetary basis</b>		<b>(145,919)</b>	<b>81,635</b>	<b>238,759</b>	<b>13,347</b>	<b>(49,241)</b>	<b>(49,241)</b>	<b>(49,241)</b>	<b>-468.93%</b>

# WINNEBAGO COUNTY CAPITAL OUTLAY - 2017

Department	Description	Quantity	Unit Cost	Capital Outlay
Highway -				
	Install Ground Bars for Cranes	1	6,000	6,000
	Replace Overhead Doors	3	8,333	25,000
	Truck Mounted Radios	7	2,950	20,650
	Tri-axle Glider Underbody Truck	1	310,000	310,000
	Tandem Truck	1	210,000	210,000
	Tandem Truck	1	280,000	280,000
	Used Tractor with Mower	2	87,500	175,000
	One-Ton Dump Truck	1	58,000	58,000
	Tack Truck	1	145,000	145,000
	Concrete Saw	1	30,000	30,000
	Install New Dump Body, Underbody and Valve Body on Truck #4	1	60,000	60,000
		<b>20</b>		<b>1,319,650</b>

## SIGNIFICANT CHANGES FROM 2016 ADOPTED - County Road Maintenance

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 1,113,233</b>	
<b>Revenue Changes - impact on levy:</b>		
None	-	
<b>Expense Changes - impact on levy:</b>		
None		
<b>Other small changes</b>	3,767	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ 1,117,000</b>	

## Financial Summary County Road Maintenance

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	1,596,521	2,048,000	2,048,000	2,128,000	2,048,000
Labor	-	-	-	-	-
Travel	-	-	-	-	-
Capital	-	-	-	-	-
Other Expenditures	1,699,854	3,198,052	3,161,233	3,278,052	3,165,000
Total Expenditures	1,699,854	3,198,052	3,161,233	3,278,052	3,165,000
Levy			1,113,233		1,117,000

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 040 - County Road Maintenance</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
Transportation Aids	42015	1,866,226	1,925,116	1,971,052	2,000,000	2,000,000	2,000,000	2,000,000	0.00%
<b>Intergov Rev Subtotal:</b>		<b>1,866,226</b>	<b>1,925,116</b>	<b>1,971,052</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>0.00%</b>
<b>Interfund Revenue:</b>									
Material Sales	68105	23,624	25,869	20,124	33,000	33,000	33,000	33,000	0.00%
<b>Interfund Revenue Subtotal:</b>		<b>23,624</b>	<b>25,869</b>	<b>20,124</b>	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>	<b>0.00%</b>
<b>Total Operating Revenue:</b>		<b>1,889,850</b>	<b>1,950,984</b>	<b>1,991,175</b>	<b>2,033,000</b>	<b>2,033,000</b>	<b>2,033,000</b>	<b>2,033,000</b>	<b>0.00%</b>
<b>Misc Revenues:</b>									
Insurance Recoveries	48107	14,343	7,390	4,530	15,000	15,000	15,000	15,000	0.00%
Other Miscellaneous Revenues	48109	75,000	0	0	0	0	0	0	0.00%
<b>Misc Revenues Subtotal:</b>		<b>89,343</b>	<b>7,390</b>	<b>4,530</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>0.00%</b>
<b>Transfers In:</b>									
Other Transfers In	49501	150,000	0	0	0	0	0	0	0.00%
<b>Transfers In Subtotal:</b>		<b>150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>239,343</b>	<b>7,390</b>	<b>4,530</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>0.00%</b>
<b>Revenue Total:</b>		<b>2,129,194</b>	<b>1,958,374</b>	<b>1,995,705</b>	<b>2,048,000</b>	<b>2,048,000</b>	<b>2,048,000</b>	<b>2,048,000</b>	<b>0.00%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 040 - County Road Maintenance</b>									
<b>Expense</b>									
<b>Repairs &amp; Maint:</b>									
Repair Maint Streets	75806	1,871,522	1,876,370	2,046,172	2,384,644	2,385,000	2,385,000	2,385,000	0.01%
Snow Removal Streets	75807	0	874,727	564,391	755,000	755,000	755,000	755,000	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>1,871,522</b>	<b>2,751,097</b>	<b>2,610,563</b>	<b>3,139,644</b>	<b>3,140,000</b>	<b>3,140,000</b>	<b>3,140,000</b>	<b>0.01%</b>
<b>Contractual Services:</b>									
Professional Service	55014	46,329	51,917	(1,967)	0	0	0	0	0.00%
Architect Engineer	55019	9,064	142	500	12,000	15,000	15,000	15,000	25.00%
Snow Removal	75003	1,048,430	0	0	0	0	0	0	0.00%
<b>Contractual Services Subtotal:</b>		<b>1,103,824</b>	<b>52,059</b>	<b>(1,467)</b>	<b>12,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>25.00%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	8,496	8,772	9,216	9,589	10,000	10,000	10,000	4.29%
<b>Insurance Expenses Subtotal:</b>		<b>8,496</b>	<b>8,772</b>	<b>9,216</b>	<b>9,589</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>4.29%</b>
<b>Total Other Operating:</b>		<b>2,983,842</b>	<b>2,811,928</b>	<b>2,618,312</b>	<b>3,161,233</b>	<b>3,165,000</b>	<b>3,165,000</b>	<b>3,165,000</b>	<b>0.12%</b>
<b>Expense Total:</b>		<b>2,983,842</b>	<b>2,811,928</b>	<b>2,618,312</b>	<b>3,161,233</b>	<b>3,165,000</b>	<b>3,165,000</b>	<b>3,165,000</b>	<b>0.12%</b>
<b>County Road Maintenance Net/(Levy):</b>		<b>(854,649)</b>	<b>(853,554)</b>	<b>(622,607)</b>	<b>(1,113,233)</b>	<b>(1,117,000)</b>	<b>(1,117,000)</b>	<b>(1,117,000)</b>	<b>0.34%</b>

## SUMMARY BY DIVISION

	<u>Revenues</u>	<u>Expenses</u>	<u>Adjustments</u>	<u>Levy</u>
<b>HEALTH &amp; HUMAN SERVICES</b>				
Public Health Department	\$ 2,136,767	\$ 4,023,710	\$ (225,000)	\$ 1,661,943
Child Support	1,735,268	1,644,473	-	(90,795)
Veterans	14,400	528,108	-	513,708
Human Services	25,611,205	43,684,579	-	18,073,374
Park View Health Center	14,182,054	18,596,755	(2,637,600)	1,777,101
Park View Health Center Debt	-	320,000	-	320,000
	<u>\$ 43,679,694</u>	<u>\$ 68,797,625</u>	<u>\$ (2,862,600)</u>	<u>\$ 22,255,331</u>



# PUBLIC HEALTH

General Fund – Division: 052

## 2017 BUDGET NARRATIVE

<b>DEPARTMENT HEAD:</b>	Doug Gieryn		
<b>HEALTH LOCATIONS:</b>	Winnebago County Health Department 112 Otter Avenue, Second Floor Oshkosh, WI 54903-2808	Neenah City Hall 211 Walnut Street, Second Floor Neenah, WI 54956	<b>TELEPHONE:</b> 232-3000 <b>FAX:</b> 232-3370 <a href="http://www.co.winnebago.wi.us/health">www.co.winnebago.wi.us/health</a> <a href="mailto:health@co.winnebago.wi.us">health@co.winnebago.wi.us</a> <a href="http://www.rethinkwinnebago.org">www.rethinkwinnebago.org</a>
<b>WIC LOCATIONS:</b>	Winnebago County Health Department 112 Otter Avenue, Second Floor Oshkosh, WI 54903-2808	Winnebago County Neenah Human Services Building 211 North Commercial Street Neenah, WI 54956	

### MISSION STATEMENT:

To protect and promote the health of the residents of Winnebago County.

### PROGRAM DESCRIPTIONS:

**ADMINISTRATION:** Provides departmental leadership, planning, supervision, programmatic oversight, support staffing, accounting and budget. Responsible for health assessment, policies, enforcement, data management, community partnership, planning, fund seeking, marketing, media, website, and workforce development.

**CHRONIC DISEASE PREVENTION:** Addresses health issues at the population/community level by convening stakeholders, changing the environment and influencing policy to shift cultural norms and attitudes about unhealthy behaviors and making the healthy choice the easy choice.

- re:TH!NK Community Coalition – Addresses substance abuse through community partnership, education, policy, environment and prevention. Promotion of smoke free policies and tobacco use cessation, education, youth advocacy and tobacco retailer compliance checks. Promotion of general health through lifestyle choices, healthy food, physical activity and prevention of chronic disease.

**ENVIRONMENTAL HEALTH & PUBLIC HEALTH PREPAREDNESS:** Ensures an environment that protects and promotes health by assessing, correcting, controlling, and preventing those factors in the environment that can potentially adversely affect the health of individuals and the community. Plans, exercises and responds to naturally occurring or manmade threats to the health of the public. Programs include:

- Sanitarian – Inspection, consultation, code enforcement and licensure of food service establishments, campgrounds, temporary restaurants, swimming pools, hotel/motels, bed & breakfasts, animal grooming establishments, manufactured home parks, transient non-community wells and tattoo parlors.

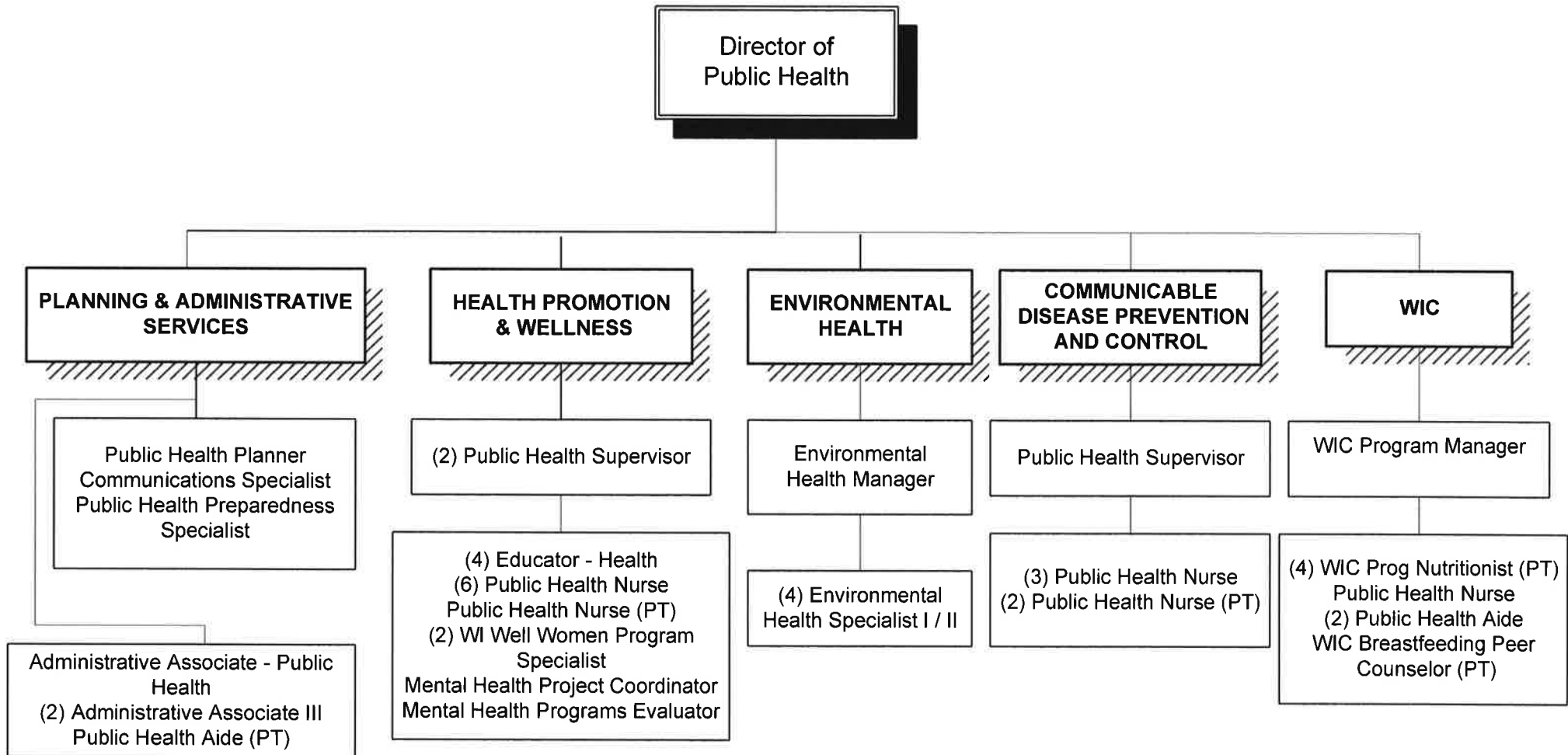
- **Environmental Health** – Inspection, consultation and education to prevent and minimize adverse environmental exposures from air, water, housing, occupation, toxic materials, vector control, human health hazards and nuisances.
- **Public Health Preparedness** - Community preparedness planning and exercises to respond to crisis or disaster including pandemic influenza, mass clinic operation, nuclear/biological/chemical accident or terrorism, participation in regional consortium activities and overall 24/7/365 availability of health department staff.

**PUBLIC HEALTH NURSING:** Provides client direct public health nurse based services in the following program areas and other related services:

- **General Public Health** – General consultation including home visitation on health issues especially to those with chronic diseases and disabilities, health education, injury prevention, wellness promotion, health prevention programming, community monitoring and referral.
- **Communicable Disease** – Communicable disease surveillance, epidemiologic follow-up, disease containment, education, outbreak investigation, case referral and reporting. Tuberculosis skin testing for general public, county employees and contracted agencies.
- **Immunizations** – Provision and monitoring of required immunizations to prevent vaccine preventable diseases in children. Vaccines for adults on a fee for service basis.
- **Seasonal Influenza** – Monitoring of disease, public education, and provision of flu vaccine to county employees and contracted agencies.
- **Jail Services** – Hepatitis A vaccination of food service workers and HIV counseling and testing.
- **HIV Partner Referral/Counseling & Testing** – HIV partner referral for HIV positive clients. HIV testing and counseling.
- **MCH** – Provides coordinated health care services to women during and after pregnancy and to infants and children by providing assessment, planning, monitoring, education and referral.
- **Older Adult** – Services including home visit support, clinic based screenings and medication set-ups.
- **PNCC** - Prenatal Care Coordination is a Medicaid program providing case management services for low income high risk pregnant women and their families to improve birth outcomes by early identification, psychosocial support, education and access to medical and other services.
- **Daycare** – Health education and monitoring of immunization, communicable disease, food safety and injury prevention for daycare children, staff and parents.
- **Housing Authority** - Nursing services including assessment, referral, medication set-up, health monitoring and service coordination provided to Housing Authority residents in Omro, Winneconne and Oshkosh via a contractual agreement between the two agencies.
- **Long Term Assessments** – Nursing assessment for health as part of a screening for individuals requesting participation in the Community Options Program run by the Division of Social Services in the County Human Services department.
- **Refugee Health** – Health screening of refugee arrivals to Winnebago County.

**WOMEN, INFANTS, AND CHILDREN (WIC):** A food supplement and nutrition education program offered to eligible low to moderate income pregnant women, breast-feeding women, women who have had a baby in the last six months, infants, and children up to age five.

# HEALTH



\*\*1 full-time position that works .5 @ WIC & .5 @PH

# PUBLIC HEALTH

General Fund – Division: 052  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: Doug Gieryn  
LOCATION: Winnebago County Health Department  
112 Otter Avenue, Second Floor  
Oshkosh, WI 54903-2808

TELEPHONE: 920-232-3000  
FAX: 920-232-3370  
[health@co.winnebago.wi.us](mailto:health@co.winnebago.wi.us)  
[www.co.winnebago.wi.us/health](http://www.co.winnebago.wi.us/health)

## 2016 ACCOMPLISHMENTS:

1. Completed a new Strategic Planning Process for 2016-2020
2. Conducted and published a Community Health Needs Assessment for Winnebago County
3. Developed in partnership with community input a Community Health Improvement Plan to help engage all in Winnebago County in making our community a healthier and safer place to live, work and play
4. Responded to a very complex case of multi-drug resistant tuberculosis and large outbreak of pertussis (whooping cough)
5. Expanded Connected Community Wellness Screen to Omro High School from pilot in Oshkosh schools
6. Led a tri-county team to develop a Parent Grief Guide to assist families in the death of a child
7. Launched a new organizational structure designed to better support staff, increase efficiency, and depth of capacity
8. Implemented a food safety quiz for temporary food permit applicants to help prioritize inspections by level of knowledge of food safety
9. Filled newly created positions of communications specialist, public health planner, public health preparedness specialist, administrative coordinator and a public health supervisor to help lead chronic disease prevention efforts
10. Awarded a mental health grant from the Medical College of Wisconsin for up to eight years and \$1.5M to improve our area mental health system of care and work on mental health prevention in partnership with Northeast Wisconsin Mental Health Connection
11. Started offering “LifePoint” needle exchange services to limit the spread of Hepatitis C and HIV among intravenous drug users and offer opportunity for addiction assistance and referral

- 12. Completed a Winnebago County Bicycle and Pedestrian Plan in partnership with the Highway and Parks Departments with a Department of Transportation grant**
- 13. Built a partnership with UW Oshkosh's Urban Planning Department to incorporate public and community health concepts into course work**
- 14. Awarded a Fit Family grant to enhance WIC client services**
- 15. Submitted a \$1M grant application to the UW-Madison Medical School for work on healthy children's meals**
- 16. Licensed and inspected over 1100 food, lodging and recreational establishments per state and local regulations to help ensure safety**
- 17. Established an on-farm food safety training program for area growers and trained at least 17 farmers**
- 18. Worked with Feeding America of eastern Wisconsin to apply for and receive \$300K in grant funding from the Medical College of Wisconsin to establish their food bank as a food hub concept**
- 19. Provided nutrition education to over 1100 students in Winnebago County schools and led 41 farm to school engagement events**
- 20. Assisted Growing Oshkosh in the establishment of five new school gardens and the Oshkosh School District with a grant to increase salad bars in schools**
- 21. Developed with the Heroin Task Force the Fox Valley Substance Abuse Treatment Guide and plan/implement the 2nd Annual re:TH!NK Addiction Run**
- 22. Provided Narcan to the Winnebago County Sheriff's Department and Omro Police for deputies and officers to carry on person to help treat opioid overdoses**
- 23. Complete a remodeling plan for the Oshkosh office space for public health**
- 24. Participation in regional poverty initiative called POINT with representation on at least four area teams**

#### **2017 GOALS & OBJECTIVES:**

- 1. Obtain funding to hold breastfeeding education courses for area clinicians and increase the number of breastfeeding friendly public and employer based sites**
- 2. Increase community visibility of the health department with new Communications Specialist position and communications plan**
- 3. Help assure all clients served have or are assisted with access to a medical, dental and behavioral health services**
- 4. Build robust community engagement around the new Community Health Improvement Plan**

- 5. Work to establish at the State level a Suicide Investigation Report Form to be completed for all suicides to better understand them and help in prevention efforts to stop them**
- 6. Increase countywide radon testing to reduce long term lung cancer rates**
- 7. Provide additional management and leadership training for health department leadership team**
- 8. Help align and integrate mental health work across programs and partnerships**
- 9. Complete the process for Winnebago County to be a breastfeeding friendly workplace**
- 10. Enhance staff skills in coalition development and leadership**
- 11. Increase the offering of locally grown foods in school lunches**
- 12. Apply for a HUD grant to help more area homes be lead safe for children**
- 13. Continue efforts to be an accreditation ready health department**
- 14. Improve employee teamwork and overall morale among staff**

# HEALTH

## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

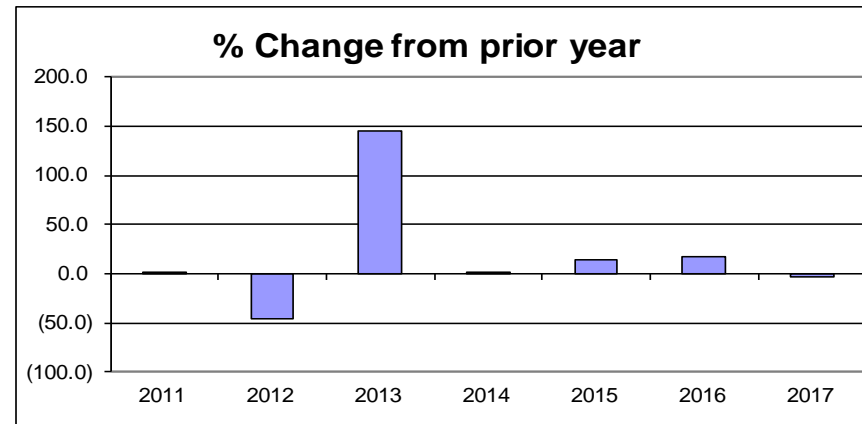
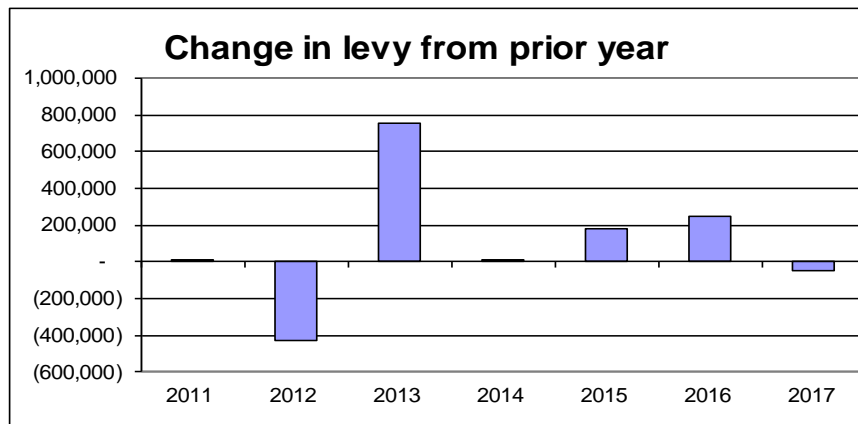
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	19	20	21	21	29	33	34	33	35	36
Part Time	6	6	6	7	9	8	8	9	9	9
Total	25	26	27	28	38	41	42	42	44	45

The changes in the 2017 department staffing can be found within the Table of Organization of Classified Positions schedule found in the Overview section of the budget book. Another schedule in that section shows the fiscal impact of the position changes. Two new full time positions have been added, one Mental Health Project Coordinator and one Health Programs Evaluator. Other changes include removing a part time Public Health Nurse and bumping a WIC Program Nutritionist from full time to part time.

**COUNTY LEVY:** The net tax levy for the department for 2017 is \$1,661,943, a decrease of \$52,592 or 3.1% under 2016, which reflects applying \$225,000 of fund balance to reduce the levy. **Of this amount \$200,000 will only be apportioned to the municipalities that were part of the Public Health function prior to the merger since the surplus was generated prior to the merger. The rest of the funds applied (\$25,000) will come from the new accumulated surplus generated after the merger.**

The municipalities that participated in the County Public Health function prior to the merger will see smaller apportionments and tax rates for 2017, this last time, as the fund balance that has built up prior to the merger will have been fully returned to these municipalities at the end of 2017.

As mentioned earlier, Public Health is a special levy because not all municipalities participate. Cities can elect to not be covered if they have their own Health Department. Because of this, the surplus or deficit of the Health Department does not close out to General Fund balance at year end. It is closed out to its own fund balance.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Public Health

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 1,714,535</b>	
<b>Revenue Changes - impact on levy:</b>		
Medicaid Title 19	6,000	Decrease based on less clients being seen.
WI Children and Families	35,000	Decrease based on actual grant dollars coming in for 2017.
WI Health Services	51,608	Decrease based on actual grant dollars coming in for 2017.
Dept of Transportation	55,000	Decrease based on TAP grant carryover planned.
Other Grantor Agencies	(165,500)	Increase based on new HWPP grant.
Offset Revenue	(4,000)	Increase based on additional TNC revenue.
Donations	(59,975)	Increase based on the United Way share of HWPP grant position.
Other Miscellaneous Revenues	(11,800)	Increase based on estimate for additional funds/miscellaneous grants.
<b>Expense Changes - impact on levy:</b>		
Regular Pay	165,830	Increase based on new grant staff requests and pay increases.
Temporary Employees	4,500	Increase based on past three years history and underestimating 2016 costs.
FICA Medicare	13,030	Increase based on new grant staff requests and pay increases.
Health Insurance	36,080	Increase based on new grant staff requests and premium increases.
Workers Compensation	17,923	Increase based on new grant staff requests and pay increases.
WI Retirement	15,864	Increase based on new grant staff requests and pay increases.
Small Equipment	3,000	Increase based on supplies needed for new grant staff.
Other Contracted Services	(52,153)	Decrease based on less WHEPP and FVRTAC grant funds coming in 2017.
Fund balance	103,658	Increase in fund balance applied. In 2017, Public Health is using the last of its surplus from the consolidation. These funds are being returned to the municipalities that were part of the consolidation to reduce their levy. In 2016, \$71,342 was used.
<b>Other small changes</b>	<b>(266,657)</b>	<b>This is a combination of small increases and decreases to revenue and expense accounts.</b>
<b>Tax Levy 2017</b>	<b>\$ 1,661,943</b>	



## Financial Summary Public Health

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	1,079,279	2,080,225	2,026,275	2,343,349	2,136,767
Labor	1,712,591	3,367,153	3,269,333	3,367,153	3,524,359
Travel	31,356	70,524	58,000	70,425	58,000
Capital	23,671	23,671	-	28,000	-
Other Expenditures	370,743	584,486	484,819	608,255	441,351
Total Expenditures	2,138,361	4,045,834	3,812,152	4,073,833	4,023,710
Levy Before Fund Balance Adjustment			1,785,877		1,886,943
Decrease fund balance			(71,342)		(225,000)
Net Levy After Fund Balance Adjustment			1,714,535		1,661,943

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 052 - Public Health</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
Medicaid Title 19	42000	22,193	27,565	16,903	17,000	11,000	11,000	11,000	-35.29%
WI Dept of Administration	42002	5,460	0	0	0	0	0	0	0.00%
WI Children and Families	42005	508,265	568,079	548,788	575,000	540,000	540,000	540,000	-6.09%
WI Health Services	42007	759,383	606,670	714,783	658,275	606,667	606,667	606,667	-7.84%
Dept of Transportation	42011	0	0	4,643	59,000	4,000	4,000	4,000	-93.22%
Other Grantor Agencies	42019	238,467	312,965	283,816	202,500	368,000	368,000	368,000	81.73%
<b>Intergov Rev Subtotal:</b>		<b>1,533,768</b>	<b>1,515,278</b>	<b>1,568,932</b>	<b>1,511,775</b>	<b>1,529,667</b>	<b>1,529,667</b>	<b>1,529,667</b>	<b>1.18%</b>
<b>Public Services:</b>									
Forms Copies Etc	45003	108	132	227	100	150	150	150	50.00%
Offset Revenue	45013	15,130	11,214	21,921	16,000	20,000	20,000	20,000	25.00%
Inspection Fees	45021	334,680	340,933	359,141	360,000	375,000	375,000	375,000	4.17%
Housing Authority	45028	192,426	92,233	94,555	99,000	100,000	100,000	100,000	1.01%
Donations	45034	618	1,425	10,058	75	60,050	60,050	60,050	79,966.67%
Client Cost Shares Fees	45035	18,878	13,959	11,786	11,675	10,200	10,200	10,200	-12.63%
County Client Services	45036	2,436	3,203	186	500	200	200	200	-60.00%
State Testing Reimbursements	45038	2,910	2,385	4,200	2,500	4,250	4,250	4,250	70.00%
Private Pay Fees	45046	1,275	1,350	1,770	850	1,300	1,300	1,300	52.94%
Other Public Charges	45057	1,496	1,510	1,224	600	950	950	950	58.33%
<b>Public Services Subtotal:</b>		<b>569,956</b>	<b>468,343</b>	<b>505,068</b>	<b>491,300</b>	<b>572,100</b>	<b>572,100</b>	<b>572,100</b>	<b>16.45%</b>
<b>Interfund Revenue:</b>									
Nursing Services	65084	37,280	37,477	30,573	18,000	18,000	18,000	18,000	0.00%
<b>Interfund Revenue Subtotal:</b>		<b>37,280</b>	<b>37,477</b>	<b>30,573</b>	<b>18,000</b>	<b>18,000</b>	<b>18,000</b>	<b>18,000</b>	<b>0.00%</b>
<b>Total Operating Revenue:</b>		<b>2,141,004</b>	<b>2,021,099</b>	<b>2,104,574</b>	<b>2,021,075</b>	<b>2,119,767</b>	<b>2,119,767</b>	<b>2,119,767</b>	<b>4.88%</b>
<b>Misc Revenues:</b>									
Other Miscellaneous Revenues	48109	10,395	6,287	22,081	5,200	17,000	17,000	17,000	226.92%
<b>Misc Revenues Subtotal:</b>		<b>10,395</b>	<b>6,287</b>	<b>22,081</b>	<b>5,200</b>	<b>17,000</b>	<b>17,000</b>	<b>17,000</b>	<b>226.92%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 052 - Public Health</b>									
<b>Transfers In:</b>									
Other Transfers In	49501	0	0	20,000	0	0	0	0	0.00%
<b>Transfers In Subtotal:</b>		<b>0</b>	<b>0</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>10,395</b>	<b>6,287</b>	<b>42,081</b>	<b>5,200</b>	<b>17,000</b>	<b>17,000</b>	<b>17,000</b>	<b>226.92%</b>
<b>Revenue Total:</b>		<b>2,151,399</b>	<b>2,027,386</b>	<b>2,146,654</b>	<b>2,026,275</b>	<b>2,136,767</b>	<b>2,136,767</b>	<b>2,136,767</b>	<b>5.45%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	1,978,845	2,008,671	1,984,455	2,292,398	2,458,228	2,458,228	2,458,228	7.23%
Temporary Employees	51101	73,882	53,001	30,662	15,500	20,000	20,000	20,000	29.03%
Overtime	51105	454	790	1,432	0	0	0	0	0.00%
Comp Time	51108	637	185	152	0	0	0	0	0.00%
Payroll Sundry Account	51190	0	472	0	0	0	0	0	0.00%
Wages Allocated	51199	0	0	0	0	0	0	0	0.00%
<b>Wages Subtotal:</b>		<b>2,053,818</b>	<b>2,063,119</b>	<b>2,016,700</b>	<b>2,307,898</b>	<b>2,478,228</b>	<b>2,478,228</b>	<b>2,478,228</b>	<b>7.38%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	142,670	152,219	146,483	176,554	189,584	189,584	189,584	7.38%
Health Insurance	51201	416,476	416,122	457,155	567,246	603,326	603,326	603,326	6.36%
Dental Insurance	51202	29,826	30,631	29,080	35,017	35,883	35,883	35,883	2.47%
Workers Compensation	51203	57,400	18,049	19,951	18,483	36,406	36,406	36,406	96.97%
WI Retirement	51206	129,808	139,146	127,872	151,298	167,162	167,162	167,162	10.49%
Fringe Benefits Other	51207	9,697	11,381	10,716	12,837	13,770	13,770	13,770	7.27%
Fringes Allocated	51299	0	0	0	0	0	0	0	0.00%
<b>Fringes Benefits Subtotal:</b>		<b>785,877</b>	<b>767,548</b>	<b>791,256</b>	<b>961,435</b>	<b>1,046,131</b>	<b>1,046,131</b>	<b>1,046,131</b>	<b>8.81%</b>
<b>Total Labor:</b>		<b>2,839,695</b>	<b>2,830,667</b>	<b>2,807,956</b>	<b>3,269,333</b>	<b>3,524,359</b>	<b>3,524,359</b>	<b>3,524,359</b>	<b>7.80%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 052 - Public Health</b>									
<b>Travel:</b>									
Registration Tuition	52001	22,638	14,079	15,639	22,500	22,500	22,000	22,000	-2.22%
Automobile Allowance	52002	30,532	22,865	20,484	20,000	20,000	19,500	19,500	-2.50%
Vehicle Lease	52003	332	67	0	0	200	200	200	100.00%
Commercial Travel	52004	4,357	1,671	3,878	4,350	5,000	5,000	5,000	14.94%
Meals	52005	2,660	1,828	2,752	2,300	2,300	2,300	2,300	0.00%
Lodging	52006	11,979	7,150	9,385	7,700	8,000	7,850	7,850	1.95%
Other Travel Exp	52007	715	994	391	750	750	750	750	0.00%
Taxable Meals	52008	153	301	458	400	400	400	400	0.00%
<b>Travel Subtotal:</b>		<b>73,364</b>	<b>48,956</b>	<b>52,986</b>	<b>58,000</b>	<b>59,150</b>	<b>58,000</b>	<b>58,000</b>	<b>0.00%</b>
<b>Total Travel:</b>		<b>73,364</b>	<b>48,956</b>	<b>52,986</b>	<b>58,000</b>	<b>59,150</b>	<b>58,000</b>	<b>58,000</b>	<b>0.00%</b>
<b>Capital Outlay:</b>									
Equipment	58004	23,074	0	0	0	0	0	0	0.00%
<b>Capital Outlay Subtotal:</b>		<b>23,074</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Capital:</b>		<b>23,074</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Office:</b>									
Office Supplies	53000	8,063	4,459	4,355	5,000	6,000	5,000	5,000	0.00%
Printing Supplies	53002	994	1,101	1,198	1,400	1,400	1,400	1,400	0.00%
Print Duplicate	53003	6,406	5,065	2,699	2,000	4,000	4,000	4,000	100.00%
Postage and Box Rent	53004	3,488	2,230	621	1,000	1,000	1,000	1,000	0.00%
Computer Supplies	53005	161	32	778	200	200	200	200	0.00%
Computer Software	53006	744	1,901	804	1,000	1,000	1,000	1,000	0.00%
Telephone	53008	5,782	11,122	20,322	20,000	21,200	21,200	21,200	6.00%
Telephone Supplies	53009	78	40	4	0	0	0	0	0.00%
Long Distance	53011	5	192	0	0	0	0	0	0.00%
Wireless	53012	10,519	6,253	342	0	0	0	0	0.00%
Pagers	53013	126	75	0	0	0	0	0	0.00%
Voice and Data Cabling	53014	505	0	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>36,870</b>	<b>32,469</b>	<b>31,121</b>	<b>30,600</b>	<b>34,800</b>	<b>33,800</b>	<b>33,800</b>	<b>10.46%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 052 - Public Health</b>									
<b>Operating:</b>									
Advertising	53500	8,174	2,881	4,766	2,575	4,500	4,500	4,500	74.76%
Subscriptions	53501	6,692	1,488	2,700	1,100	1,100	1,100	1,100	0.00%
Membership Dues	53502	2,883	3,052	3,581	3,600	3,600	3,600	3,600	0.00%
Photo Processing	53504	27	3	0	0	0	0	0	0.00%
Food	53520	3,480	3,913	2,336	4,000	4,000	4,000	4,000	0.00%
Small Equipment	53522	35,615	6,663	28,654	2,000	5,000	5,000	5,000	150.00%
Medical Supplies	53524	22,123	21,015	30,010	20,000	20,000	20,000	20,000	0.00%
Other Operating Supplies	53533	22,019	19,288	20,990	20,500	20,500	20,500	20,500	0.00%
Motor Fuel	53548	1,526	3,005	1,613	4,000	4,000	4,000	4,000	0.00%
Building Rental	53550	16,476	16,476	8,238	0	0	0	0	0.00%
Equipment Rental	53551	2,964	2,223	0	0	0	0	0	0.00%
Operating Licenses Fees	53553	150	0	159	100	0	0	0	-100.00%
Operating Grants	53565	2,730	0	900	0	0	0	0	0.00%
Small Equipment Technology	53580	5,827	6,370	2,534	10,500	10,500	10,500	10,500	0.00%
Print Duplicate	73003	9,867	9,806	12,108	10,500	10,500	10,500	10,500	0.00%
Postage and Box Rent	73004	7,703	5,289	6,049	6,500	6,500	6,500	6,500	0.00%
Motor Fuel	73548	1,749	1,377	1,104	1,000	1,000	1,000	1,000	0.00%
<b>Operating Subtotal:</b>		<b>150,006</b>	<b>102,849</b>	<b>125,742</b>	<b>86,375</b>	<b>91,200</b>	<b>91,200</b>	<b>91,200</b>	<b>5.59%</b>
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	3,445	3,063	0	3,500	2,500	2,500	2,500	-28.57%
Maintenance Vehicles	54023	29	0	14	0	0	0	0	0.00%
Equipment Repairs	54029	117	0	233	0	0	0	0	0.00%
Maintenance Vehicles	74023	0	204	0	0	0	0	0	0.00%
Equipment Repairs	74029	3,391	4,534	4,220	3,500	3,168	3,168	3,168	-9.49%
<b>Repairs &amp; Maint Subtotal:</b>		<b>6,983</b>	<b>7,801</b>	<b>4,467</b>	<b>7,000</b>	<b>5,668</b>	<b>5,668</b>	<b>5,668</b>	<b>-19.03%</b>
<b>Contractual Services:</b>									
Professional Service	55014	0	669	500	2,000	2,000	2,000	2,000	0.00%
Other Contract Serv	55030	255,502	252,742	406,368	300,000	247,847	247,847	247,847	-17.38%
Administration Fee	55037	19,060	24,049	24,608	0	0	0	0	0.00%
Interpreter	55041	9,308	5,745	10,957	6,000	6,000	6,000	6,000	0.00%
Building Rental	75042	33,000	35,750	33,000	40,200	40,200	40,200	40,200	0.00%
<b>Contractual Services Subtotal:</b>		<b>316,870</b>	<b>318,955</b>	<b>475,432</b>	<b>348,200</b>	<b>296,047</b>	<b>296,047</b>	<b>296,047</b>	<b>-14.98%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 052 - Public Health</b>									
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	9,960	11,076	13,716	12,644	14,636	14,636	14,636	15.75%
<b>Insurance Expenses Subtotal:</b>		<b>9,960</b>	<b>11,076</b>	<b>13,716</b>	<b>12,644</b>	<b>14,636</b>	<b>14,636</b>	<b>14,636</b>	<b>15.75%</b>
<b>Total Other Operating:</b>		<b>520,689</b>	<b>473,150</b>	<b>650,478</b>	<b>484,819</b>	<b>442,351</b>	<b>441,351</b>	<b>441,351</b>	<b>-8.97%</b>
<b>Expense Total:</b>		<b>3,456,821</b>	<b>3,352,774</b>	<b>3,511,420</b>	<b>3,812,152</b>	<b>4,025,860</b>	<b>4,023,710</b>	<b>4,023,710</b>	<b>5.55%</b>
<b>Public Health Net/(Levy):</b>		<b>(1,305,423)</b>	<b>(1,325,388)</b>	<b>(1,364,766)</b>	<b>(1,785,877)</b>	<b>(1,889,093)</b>	<b>(1,886,943)</b>	<b>(1,886,943)</b>	<b>5.66%</b>
Fund balance applied:		0	0	0	71,342	200,000	225,000	225,000	215.38%
<b>Public Health Net/(Levy):</b>		<b>(1,305,423)</b>	<b>(1,325,388)</b>	<b>(1,364,766)</b>	<b>(1,714,535)</b>	<b>(1,689,093)</b>	<b>(1,661,943)</b>	<b>(1,661,943)</b>	<b>-3.07%</b>

# CHILD SUPPORT

General Fund – Department: 050  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: Kathleen M. Diedrich  
LOCATION: Winnebago County  
415 Jackson Street, Room 140  
Oshkosh, WI 54901

TELEPHONE: 236-1088

## MISSION STATEMENT:

To establish and enforce child support orders, pursue delinquent accounts, establish paternity, medical support and maximize the amount of associated revenues for Winnebago County as authorized by Title IV-D of the Social Security Act.

## PROGRAM DESCRIPTION:

**ESTABLISH CHILD SUPPORT ORDERS:** Determine a parent's legal obligation to support his/her dependent children pursuant to Chapter 767, Wis. Statutes, Actions Affecting the Family.

**ESTABLISHMENT OF PATERNITY:** Commence paternity actions to establish the parentage of a child through stipulation or trial to secure financial and medical support for the child and recovery of the birth-related costs.

**SUBSTITUTE CARE:** Coordinate and provide services to determine parental liability when child/children are placed in outside the home.

**UIFSA:** (Uniform Interstate Family Support Act) Request another state to establish/enforce a IV-D support order when the obligor is in that state, and to cooperate with other states when the obligor is in Wisconsin.

**MEDICAL SUPPORT:** To monitor and assure that responsibility for medical support obligations is included in all new and modified IV-D court orders under new DCF 150 regulations.

**INCOME WITHHOLDING:** Implement immediate wage withholding in all cases in which there is an order for child support and the employer is known.

**ENFORCE CHILD SUPPORT ORDERS:** Monitor all IV-D cases for default and follow up with appropriate legal and administrative enforcement actions.

**CHILD SUPPORT ORDER REVISION:** Review all IV-D orders with payments assigned to the state within 36 months of the last court action, or at the request of either parent, and provide services for adjustment in those cases where there has been a substantial change in circumstances and the support does not adhere to state guidelines for setting child support.

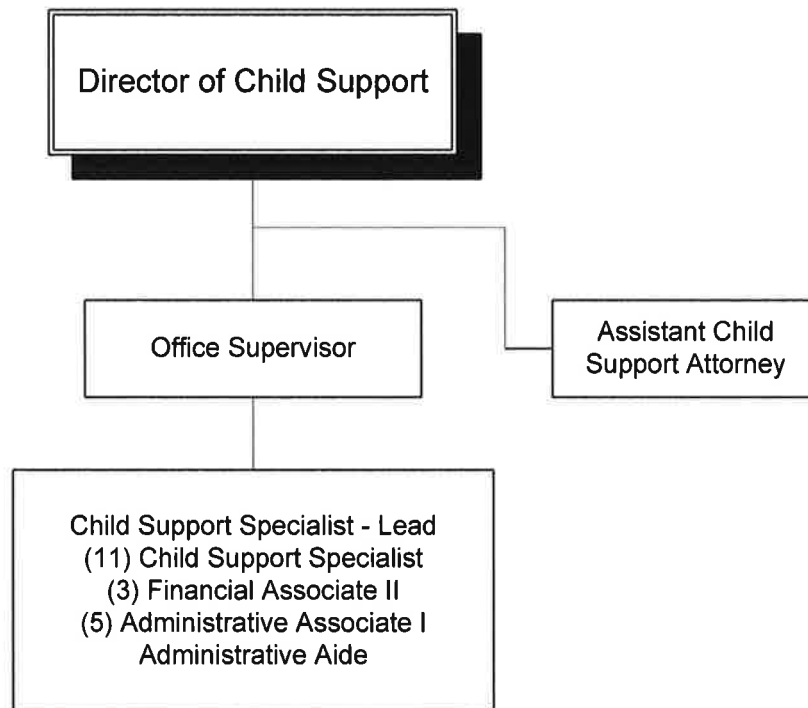
**PARENT LOCATE:** Maintain records from accessing DOT, DIHLR, credit reports, State and Federal Parent Locate Service requests and any other sources available for locate purposes.

**DELINQUENT ACCOUNTS:** Prepare documents necessary to commence remedial contempt action to enforce IV-D court orders. Determine and refer all applicable cases to District Attorney's office for criminal nonsupport prosecution. Certify all appropriate cases for state and federal tax intercept. Pursue all applicable administrative enforcement remedies, including but not limited to license suspension and account seizure.

**IV-A & IV-D INTERFACE:** Coordinate and prepare proper notices between Economic Support Agencies and Child Support Agencies to assure proper assignment of court ordered child support and maintenance to the State of Wisconsin.



# CHILD SUPPORT



# **CHILD SUPPORT**

**General Fund - Department: 050**

**2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Kathleen M. Diedrich  
**LOCATION:** Winnebago County  
415 Jackson Street, Room 140  
Oshkosh, WI 54901

**TELEPHONE:** 236-1088

## **2016 ACCOMPLISHMENTS:**

- 1. Increased customer service by specializing case management targeting specific areas of specialty such as Interstate, Establishment and Review and Adjust.**
- 2. Created Lead Worker/Training position to be responsible for all of our on-site staff technical training needs to ensure consistency with policy and procedure.**
- 3. Implemented Purge and Scan project to reduce documents necessary for scanning and scanned all closed files.**
- 4. Successfully implemented e-filing as Pilot County for the State of Wisconsin.**
- 5. Received Outstanding Achievement Recognition for Improvement in Performance Measures for increased Funding.**

## **2017 GOALS & OBJECTIVES:**

- 1. Continue scanning project to create a more efficient work culture resulting in quicker turn-around time for our clients on their cases.**
- 2. Continue becoming fully acclimated to e-filing department wide.**
- 3. Develop a process to be able to access our files electronically from court as they are imaged.**
- 4. Continue to enhance inter-departmental training resources.**
- 5. Continue to increase performance measures to optimize funding.**

# CHILD SUPPORT

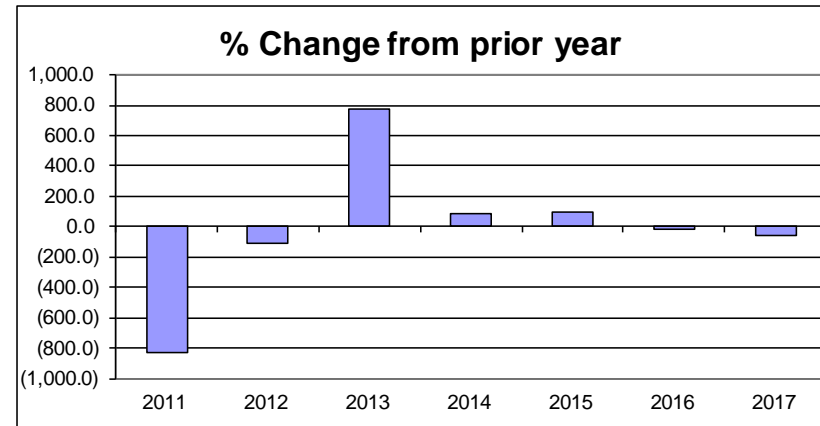
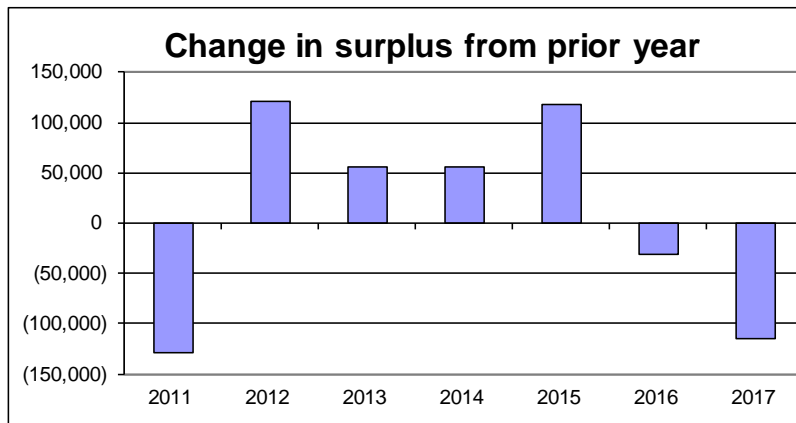
## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	19	19	19	21	21	21	23	23	24	24
Part Time	0	0	0	0	0	0	0	0	0	0
Total	19	19	19	21	21	21	23	23	24	24

There is no change to the staffing table for 2017.

**COUNTY LEVY:** The Child Support office has more revenues than expenditures. As such, there is no tax levy for this operation. The excess of revenues over expenditures for 2017 is projected to be \$90,795 or \$114,284 less than 2016. The primary reason for a surplus is that we are able to report other department costs in the grant reporting to recoup costs other departments incur to support the child support efforts. The 2016 department budget had more revenues than expenditures of \$205,079. The reduction in surplus mainly comes from a decrease of almost \$65,000 of revenue from the Office of Justice Assistance.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Child Support

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Surplus 2016</b>	<b>\$ 205,079</b>	
<b>Revenue Changes - impact on levy:</b>		
Office of Justice Assistance	(64,915)	Decrease based on the omission of co-op agreement and indirect cost calculations.
<b>Expense Changes - impact on levy:</b>		
Regular Pay	(50,533)	Increase based on the average 2% pay increase projected plus the effect of raising 10 employees to 1/3 of the total of their new starting wage based on the compensation study.
Overtime	(6,680)	Increase in comp time needed for conversion to paperless and e-filing.
Comp Time	(4,320)	Increase in order to handle workflow and initiatives.
FICA Medicare	(3,868)	Increase based on the regular pay adjustment listed above.
Health Insurance	(15,242)	Increase in health insurance premiums as forecasted by Human Resources.
WI Retirement	(5,333)	Increase based on the regular pay adjustment listed above.
Postage and Box Rent	(5,000)	Increase based on conversions to e-filing mailing notices and outreach to participants.
<b>Other small changes</b>	<b>41,607</b>	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Surplus 2017</b>	<b>\$ 90,795</b>	

# **Financial Summary** **Child Support**

<b>Items</b>	<b>2016 7-Month Actual</b>	<b>2016 12-Month Estimate</b>	<b>2016 Adopted Budget</b>	<b>2016 Adjusted Budget</b>	<b>2017 Adopted Budget</b>
Total Revenues	782,672	1,750,664	1,802,183	1,802,183	1,735,268
Labor	841,229	1,545,763	1,474,068	1,474,068	1,525,163
Travel	310	4,912	4,907	4,907	5,214
Capital	-	-	-	-	-
Other Expenditures	56,125	105,255	118,129	118,203	114,096
Total Expenditures	897,664	1,655,930	1,597,104	1,597,178	1,644,473
Levy			(205,079)		(90,795)

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 050 - Child Support</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
Office of Justice Assistance	42003	824,643	1,507,819	0	1,767,183	1,702,268	1,702,268	1,702,268	-3.67%
WI Children and Families	42005	417,404	(201,759)	1,256,411	0	0	0	0	0.00%
<b>Intergov Rev Subtotal:</b>		<b>1,242,047</b>	<b>1,306,060</b>	<b>1,256,411</b>	<b>1,767,183</b>	<b>1,702,268</b>	<b>1,702,268</b>	<b>1,702,268</b>	<b>-3.67%</b>
<b>Public Services:</b>									
Other Fees	45002	85	0	0	0	0	0	0	0.00%
Blood Tests	45016	16,013	12,652	8,666	13,000	13,000	13,000	13,000	0.00%
Sheriff Fees	45017	16,693	20,156	19,228	22,000	20,000	20,000	20,000	-9.09%
<b>Public Services Subtotal:</b>		<b>32,791</b>	<b>32,808</b>	<b>27,894</b>	<b>35,000</b>	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>	<b>-5.71%</b>
<b>Total Operating Revenue:</b>		<b>1,274,838</b>	<b>1,338,867</b>	<b>1,284,305</b>	<b>1,802,183</b>	<b>1,735,268</b>	<b>1,735,268</b>	<b>1,735,268</b>	<b>-3.71%</b>
<b>Revenue Total:</b>		<b>1,274,838</b>	<b>1,338,867</b>	<b>1,284,305</b>	<b>1,802,183</b>	<b>1,735,268</b>	<b>1,735,268</b>	<b>1,735,268</b>	<b>-3.71%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	770,141	854,975	905,996	948,518	999,051	999,051	999,051	5.33%
Temporary Employees	51101	4,876	405	16,981	0	0	0	0	0.00%
Overtime	51105	172	0	121	0	0	0	0	0.00%
Comp Time	51108	1,974	615	7,531	6,820	13,500	13,500	13,500	97.95%
<b>Wages Subtotal:</b>		<b>777,163</b>	<b>855,995</b>	<b>930,629</b>	<b>955,338</b>	<b>1,012,551</b>	<b>1,012,551</b>	<b>1,012,551</b>	<b>5.99%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	56,787	62,222	66,517	72,562	76,430	76,430	76,430	5.33%
Health Insurance	51201	254,782	303,677	338,931	354,649	339,407	339,407	339,407	-4.30%
Dental Insurance	51202	16,912	20,850	22,114	22,789	21,697	21,697	21,697	-4.79%
Workers Compensation	51203	2,429	1,154	2,956	816	1,548	1,548	1,548	89.71%
WI Retirement	51206	49,552	59,397	60,972	62,602	67,935	67,935	67,935	8.52%
Fringe Benefits Other	51207	3,800	4,585	4,999	5,312	5,595	5,595	5,595	5.33%
<b>Fringes Benefits Subtotal:</b>		<b>384,263</b>	<b>451,885</b>	<b>496,488</b>	<b>518,730</b>	<b>512,612</b>	<b>512,612</b>	<b>512,612</b>	<b>-1.18%</b>
<b>Total Labor:</b>		<b>1,161,426</b>	<b>1,307,880</b>	<b>1,427,117</b>	<b>1,474,068</b>	<b>1,525,163</b>	<b>1,525,163</b>	<b>1,525,163</b>	<b>3.47%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 050 - Child Support</b>									
<b>Travel:</b>									
Registration Tuition	52001	900	750	2,318	1,430	1,290	1,290	1,290	-9.79%
Automobile Allowance	52002	1,644	864	1,258	1,156	1,382	1,382	1,382	19.55%
Meals	52005	374	545	66	458	245	245	245	-46.51%
Lodging	52006	1,610	1,428	820	1,848	2,212	2,212	2,212	19.70%
Other Travel Exp	52007	128	44	41	0	50	50	50	100.00%
Taxable Meals	52008	98	9	159	15	35	35	35	133.33%
<b>Travel Subtotal:</b>		<b>4,754</b>	<b>3,641</b>	<b>4,662</b>	<b>4,907</b>	<b>5,214</b>	<b>5,214</b>	<b>5,214</b>	<b>6.26%</b>
<b>Total Travel:</b>		<b>4,754</b>	<b>3,641</b>	<b>4,662</b>	<b>4,907</b>	<b>5,214</b>	<b>5,214</b>	<b>5,214</b>	<b>6.26%</b>
<b>Office:</b>									
Office Supplies	53000	4,051	8,393	6,433	7,500	7,000	7,000	7,000	-6.67%
Printing Supplies	53002	3,689	2,796	2,249	3,000	2,000	2,000	2,000	-33.33%
Postage and Box Rent	53004	33	6	1,377	0	0	0	0	0.00%
Computer Software	53006	0	868	0	7,089	6,866	6,866	6,866	-3.15%
Telephone	53008	1,257	2,177	2,640	3,000	3,000	3,000	3,000	0.00%
Telephone Supplies	53009	58	0	0	500	500	500	500	0.00%
Long Distance	53011	0	0	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>9,088</b>	<b>14,239</b>	<b>12,700</b>	<b>21,089</b>	<b>19,366</b>	<b>19,366</b>	<b>19,366</b>	<b>-8.17%</b>
<b>Operating:</b>									
Subscriptions	53501	145	145	0	100	100	100	100	0.00%
Membership Dues	53502	785	1,165	1,480	1,570	1,490	1,490	1,490	-5.10%
Education Training	53513	0	0	80	80	0	0	0	-100.00%
Small Equipment	53522	0	4,363	7,819	3,920	3,920	3,920	3,920	0.00%
Legal Fees	53530	32,732	38,057	35,759	38,000	36,500	36,500	36,500	-3.95%
Other Operating Supplies	53533	0	20	0	0	0	0	0	0.00%
Operating Licenses Fees	53553	40	260	120	120	100	100	100	-16.67%
Small Equipment Technology	53580	0	0	5,343	6,986	4,386	4,386	4,386	-37.22%
Print Duplicate	73003	5,388	5,760	3,516	6,000	5,000	5,000	5,000	-16.67%
Postage and Box Rent	73004	18,550	22,335	24,504	20,000	25,000	25,000	25,000	25.00%
<b>Operating Subtotal:</b>		<b>57,640</b>	<b>72,106</b>	<b>78,621</b>	<b>76,776</b>	<b>76,496</b>	<b>76,496</b>	<b>76,496</b>	<b>-0.36%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 050 - Child Support</b>									
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	1,091	913	0	1,000	0	0	0	-100.00%
Equipment Repairs	54029	0	0	120	0	500	500	500	100.00%
Equipment Repairs	74029	1,485	1,485	1,617	1,914	1,716	1,716	1,716	-10.34%
<b>Repairs &amp; Maint Subtotal:</b>		<b>2,576</b>	<b>2,398</b>	<b>1,737</b>	<b>2,914</b>	<b>2,216</b>	<b>2,216</b>	<b>2,216</b>	<b>-23.95%</b>
<b>Contractual Services:</b>									
Medical and Dental	55000	13,144	10,848	9,559	12,000	10,000	10,000	10,000	-16.67%
Legal Services	55001	1,131	0	0	0	0	0	0	0.00%
Transcription Services	55009	0	0	0	250	250	250	250	0.00%
Interpreter	55041	82	119	117	120	500	500	500	316.67%
<b>Contractual Services Subtotal:</b>		<b>14,357</b>	<b>10,967</b>	<b>9,676</b>	<b>12,370</b>	<b>10,750</b>	<b>10,750</b>	<b>10,750</b>	<b>-13.10%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	3,912	3,696	4,032	4,980	5,268	5,268	5,268	5.78%
<b>Insurance Expenses Subtotal:</b>		<b>3,912</b>	<b>3,696</b>	<b>4,032</b>	<b>4,980</b>	<b>5,268</b>	<b>5,268</b>	<b>5,268</b>	<b>5.78%</b>
<b>Total Other Operating:</b>		<b>87,572</b>	<b>103,405</b>	<b>106,766</b>	<b>118,129</b>	<b>114,096</b>	<b>114,096</b>	<b>114,096</b>	<b>-3.41%</b>
<b>Expense Total:</b>		<b>1,253,752</b>	<b>1,414,926</b>	<b>1,538,545</b>	<b>1,597,104</b>	<b>1,644,473</b>	<b>1,644,473</b>	<b>1,644,473</b>	<b>2.97%</b>
<b>Child Support Net/(Levy):</b>		<b>21,086</b>	<b>(76,058)</b>	<b>(254,239)</b>	<b>205,079</b>	<b>90,795</b>	<b>90,795</b>	<b>90,795</b>	<b>-55.73%</b>



# VETERANS' SERVICES

General Fund – Department: 059  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: Joe Aulik - Director  
LOCATION: Winnebago County  
504 Algoma Boulevard  
Oshkosh, WI 54901-4704

TELEPHONE: 236-4898

## MISSION STATEMENT:

We believe the passionate mission of the Winnebago County Veterans Office is to honor, respect and support veterans and their dependents in Winnebago County by providing advocacy and professional services to assist veterans in pursuing all obtainable benefits that will improve the quality of their lives. We will be their guide through the complexities of the application process. We know better and so we will do better as we can never do enough for our veterans and their dependents for their sacrifices in serving our country. Our Vision: Improving the quality of life for Winnebago county veterans and their dependents through accessing all available benefits that were earned by the sacrifice and service to their country.

## PROGRAM DESCRIPTION:

**OUTREACH:** Advertising VA benefits across radio, social media, e-mail, website, and events.

**GRANTS:** Major programs including educational, subsistence, medical, job retaining, relief and rehabilitation for the homeless.

**MEDICAL:** Assist veterans accessing major VA hospitals, outpatient clinics, short-term/custodial/skilled care Veteran Homes and Vet Centers.

**COMPENSATION:** Program for service connected disabled veterans to receive disability compensation for injuries incurred during their service.

**PENSION:** Program for non-serviced connected disabilities to offset medical expenses for veterans and their dependents.

**INSURANCE:** Insurance programs, life and medical, to include applications, conversions, beneficiary change, cash surrender and loan.

**EDUCATION:** Educational programs, including GI Bill, vocational rehabilitation, retraining, VetEd and Wisconsin G.I. Bill.

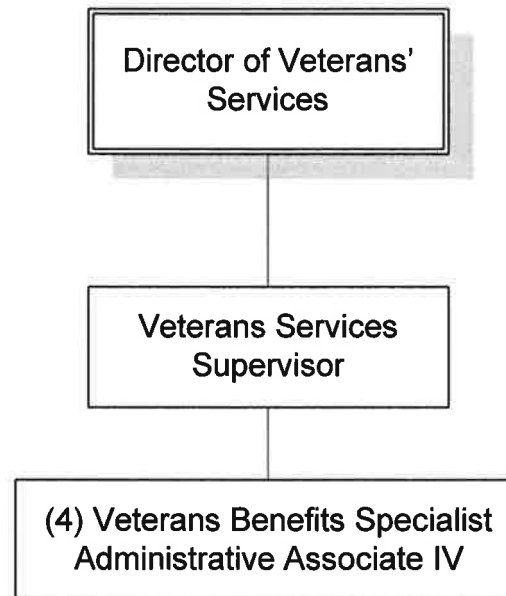
**APPEALS:** Programs including notice of disagreements, substantive appeals, waivers and hearings.

**BURIAL:** Programs including care of veteran's graves, headstones, county markers, cemetery flags, presidential memorial certificates, burial and plot allowances.

**COUNSELING:** Programs for counseling veterans in the areas of mental health due to Post Traumatic Stress Disorder (PTSD) or Military Sexual Trauma (MST) through VA Healthcare or the Green Bay Vet Center.

**WI DEPT. OF REVENUE & NATURAL RESOURCES & TRANSPORTATION:** Property tax credit, state parks pass and WisDOT Identifier.

# VETERANS' SERVICES



# **VETERANS' SERVICES**

**General Fund – Department: 059  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Joe Aulik - Director  
**LOCATION:** Winnebago County  
504 Algoma Boulevard  
Oshkosh, WI 54901-4704

**TELEPHONE:** 236-4823

## **2016 ACCOMPLISHMENTS:**

- 1. Aggressively promoted programs and benefits for veterans and their dependents. Continued to do outreach to eighteen Veterans Service Organizations through the Council of Veterans Organizations meeting and monthly meetings. Visited homeless shelters, correction institutions, UW Oshkosh Veterans Student Night, YMCA Senior Event, Operation Cabin Fever, Time of Your Life Senior Expo, and Winnebago County Fair.**
- 2. Continued our referral service to the Green Bay Vet Center that provides individual counseling and group counseling for veterans.**
- 3. Continued on-going training. Two new employees attended Wisconsin Department of Veterans Affairs and National County Veterans Service Officer Organization accreditation training. Four employees attended the Fall County Veterans Service Officer training to maintain VA accreditation. Two employees attended the National County Veterans Service Officer Organization Certified Veterans Advocate training. Continued weekly and monthly staff training. This mandatory training maintains VA accreditations to allow access to the federal and state VA Information Systems to include; VMBS, SHARE, VACOLS, MAPD, Virtual VA, and VBATS.**
- 4. Assisted veterans in coordinating with local providers to obtain nexus opinion letters for VA Compensation claims.**
- 5. Assisted the needs of homeless veterans by making referrals and coordinating with other agencies to assist them in obtaining housing and employment.**
- 6. Completed contracted office scanning project, scanning 20 lateral file cabinets, 35,000 files and over 650,000 images into the VetraSpec database to promote a paperless office environment. Brought the project in \$40,000 below budget projection.**
- 7. Sent outreach letters to all Nursing homes and Assisted Living facilities in Winnebago County. This will be done every six months to promote benefits.**
- 8. Initiated a Veterans Voice radio program, online newsletter, e-mail list, and re-worked and updated the county Veterans Services website.**

9. Increased the Green Bay Vet Center counseling services from one day a week to four days a week in the Oshkosh office.
10. Initiated emergency response program with Oshkosh police department for veterans who may enter the office in crisis.
11. Updated Veterans Service Commission policies and forms.
12. Continued to improve the Standard Operating procedures within the office to provide consistent service to Veterans and dependents.

#### **2017 GOALS & OBJECTIVES:**

1. Continue to increase the foot print of the veterans' service office by promoting programs and benefits for veterans and their dependents by continuing outreach at Veterans Service Organizations, Council of Veterans Organizations, homeless shelters, correction institutions, job fairs, radio show, e-mail, newsletter, website, senior fairs, Winnebago County Fair, Assisted Living, Nursing Homes, and other meetings and outreach events. Also, continue our referral service to the Green Bay Vet center.
2. Continue on-going internal and external Accreditation training on all VA benefits with all staff members to assist to keep abreast of the evolving technology platforms within the VA.
3. Continue to seek and utilize electronic efficiency within the offices.
4. Continue educate the staff to fully utilize the available computer technology within the office to assist veterans and their dependents.
5. Reach out to local medical providers to build relationships that would assist veterans in obtaining private opinions for VA Compensation claims.
6. Continue to assist the veteran homeless population with VA benefit services and make referrals to corroborating agencies to secure housing, employment, or retraining.
7. Continue to assist incarcerated veterans by visiting the correctional institutions within Winnebago County or assisting them by corresponding with them by mail.

# VETERANS SERVICE

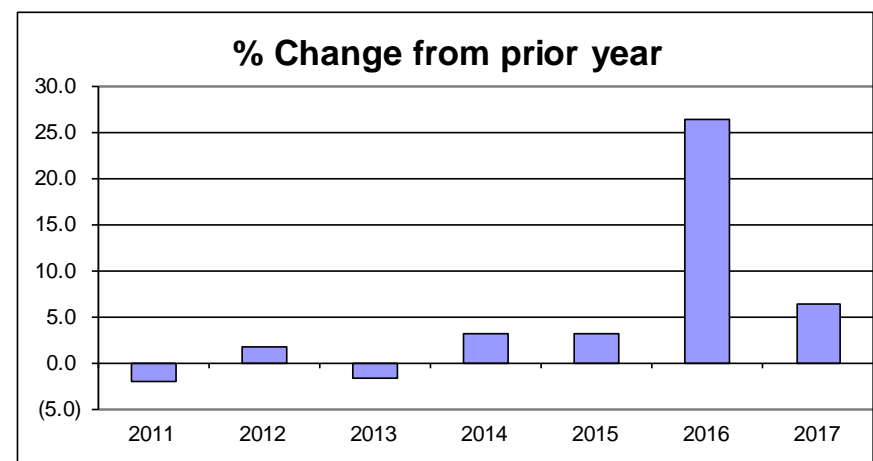
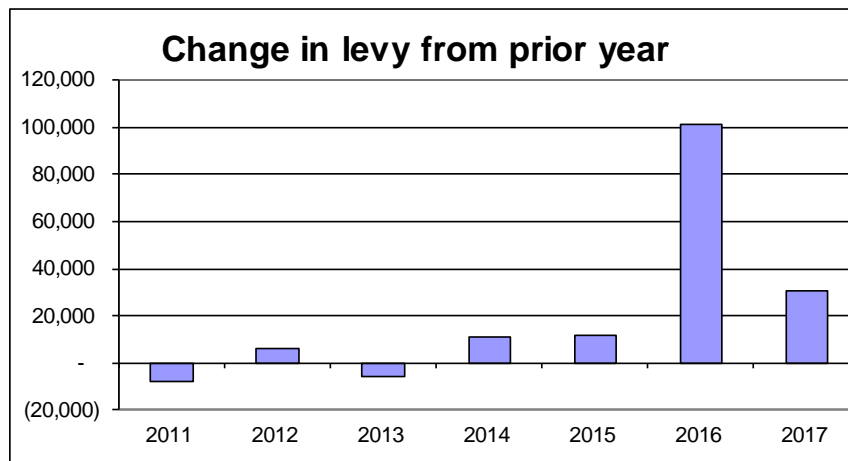
## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	4	4	4	4	4	4	4	4	6	7
Part Time	1	1	2	2	2	2	2	2	0	0
Total	5	5	6	6	6	6	6	6	6	7

The changes in the 2017 department staffing can be found within the Table of Organization of Classified Positions schedule found in the Overview section of the budget book. Another schedule in that section shows the fiscal impact of the position changes. One new full time Veterans Benefit Specialist position has been added.

**COUNTY LEVY:** The tax levy for 2017 is \$513,708, an increase of \$30,444 or 6.3% over 2016. Almost \$100,000 was added to the budget in labor and fringe benefits for the addition of the full time Veterans Benefit Specialist position. This addition was offset by a \$70,000 decrease in other contracted services for a one-time scanning project that was done in 2016.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Veterans

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 483,264</b>	
<b>Revenue Changes - impact on levy:</b>		
None	-	
<b>Expense Changes - impact on levy:</b>		
Regular Pay	45,436	Increase based on requesting one new Benefit Specialist. With the increased outreach, veterans contacts are up creating more volume and also this will provide coverage when other staff are out on training, vacation, outreach, and training. Also, we will experience turn over with retirements in the next couple of years and it would be conducive to office operations to have employees trained and experience so they can rotate into those positions.
FICA Medicare	3,476	Increase based on requesting one new Benefit Specialist (see above).
Health Insurance	47,187	Increase in health insurance premiums as forecasted by Human Resources and requesting one new Benefit Specialist (see above).
WI Retirement	3,551	Increase based on requesting one new Benefit Specialist (see above).
Other Contracted Services	(70,000)	Decrease based on last year's increase in this account was to do a one-time scanning project.
<b>Other small changes</b>	<b>794</b>	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ 513,708</b>	

## Financial Summary Veterans Services

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	23,087	22,857	14,400	21,477	14,400
Labor	192,673	478,342	326,208	326,208	427,777
Travel	8,936	9,630	9,630	9,630	11,319
Capital	-	-	-	-	-
Other Expenditures	86,991	94,938	161,826	168,903	89,012
Total Expenditures	288,600	582,910	497,664	504,741	528,108
Net Levy			483,264		513,708



# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 059 - Veterans Services</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
WI Military Affairs	42008	13,000	13,000	13,000	13,000	13,000	13,000	13,000	0.00%
<b>Intergov Rev Subtotal:</b>		<b>13,000</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>	<b>0.00%</b>
<b>Public Services:</b>									
Other Fees	45002	680	278	861	200	200	200	200	0.00%
Donations	45034	1,395	1,345	2,566	1,200	1,200	1,200	1,200	0.00%
<b>Public Services Subtotal:</b>		<b>2,075</b>	<b>1,623</b>	<b>3,427</b>	<b>1,400</b>	<b>1,400</b>	<b>1,400</b>	<b>1,400</b>	<b>0.00%</b>
<b>Total Operating Revenue:</b>		<b>15,075</b>	<b>14,623</b>	<b>16,427</b>	<b>14,400</b>	<b>14,400</b>	<b>14,400</b>	<b>14,400</b>	<b>0.00%</b>
<b>Revenue Total:</b>		<b>15,075</b>	<b>14,623</b>	<b>16,427</b>	<b>14,400</b>	<b>14,400</b>	<b>14,400</b>	<b>14,400</b>	<b>0.00%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	211,506	214,073	227,395	230,749	306,839	276,185	276,185	19.69%
Overtime	51105	0	0	108	0	0	0	0	0.00%
Comp Time	51108	448	110	45	0	0	0	0	0.00%
<b>Wages Subtotal:</b>		<b>211,953</b>	<b>214,183</b>	<b>227,548</b>	<b>230,749</b>	<b>306,839</b>	<b>276,185</b>	<b>276,185</b>	<b>19.69%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	15,524	15,729	16,558	17,652	23,473	21,128	21,128	19.69%
Health Insurance	51201	37,338	47,918	54,258	56,739	124,163	103,926	103,926	83.17%
Dental Insurance	51202	3,573	4,004	4,009	4,349	6,870	5,783	5,783	32.97%
Workers Compensation	51203	680	259	512	198	476	428	428	116.16%
WI Retirement	51206	13,771	14,947	14,577	15,229	20,864	18,780	18,780	23.32%
Fringe Benefits Other	51207	1,323	1,576	1,284	1,292	1,719	1,547	1,547	19.74%
<b>Fringes Benefits Subtotal:</b>		<b>72,209</b>	<b>84,434</b>	<b>91,198</b>	<b>95,459</b>	<b>177,565</b>	<b>151,592</b>	<b>151,592</b>	<b>58.80%</b>
<b>Total Labor:</b>		<b>284,162</b>	<b>298,617</b>	<b>318,746</b>	<b>326,208</b>	<b>484,404</b>	<b>427,777</b>	<b>427,777</b>	<b>31.14%</b>

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 059 - Veterans Services</b>									
<b>Travel:</b>									
Registration Tuition	52001	995	1,400	1,925	1,250	1,760	1,610	1,610	28.80%
Automobile Allowance	52002	2,516	2,784	1,887	2,480	2,466	2,316	2,316	-6.61%
Commercial Travel	52004	942	0	0	1,200	1,800	1,800	1,800	50.00%
Meals	52005	616	524	686	1,085	1,800	1,688	1,688	55.58%
Lodging	52006	2,589	1,911	1,690	3,210	3,800	3,550	3,550	10.59%
Other Travel Exp	52007	0	16	0	75	25	25	25	-66.67%
Taxable Meals	52008	145	468	126	330	330	330	330	0.00%
<b>Travel Subtotal:</b>		<b>7,803</b>	<b>7,104</b>	<b>6,314</b>	<b>9,630</b>	<b>11,981</b>	<b>11,319</b>	<b>11,319</b>	<b>17.54%</b>
<b>Total Travel:</b>		<b>7,803</b>	<b>7,104</b>	<b>6,314</b>	<b>9,630</b>	<b>11,981</b>	<b>11,319</b>	<b>11,319</b>	<b>17.54%</b>
<b>Office:</b>									
Office Supplies	53000	715	435	1,551	800	800	800	800	0.00%
Stationery and Forms	53001	137	0	232	125	125	125	125	0.00%
Printing Supplies	53002	484	461	654	450	450	450	450	0.00%
Postage and Box Rent	53004	0	0	10	0	50	50	50	100.00%
Telephone	53008	770	912	1,670	1,300	1,300	1,300	1,300	0.00%
Long Distance	53011	0	0	0	0	0	0	0	0.00%
Voice and Data Cabling	53014	216	0	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>2,321</b>	<b>1,808</b>	<b>4,116</b>	<b>2,675</b>	<b>2,725</b>	<b>2,725</b>	<b>2,725</b>	<b>1.87%</b>
<b>Operating:</b>									
Advertising	53500	204	85	0	300	300	300	300	0.00%
Subscriptions	53501	608	971	0	0	0	0	0	0.00%
Membership Dues	53502	270	250	250	350	350	350	350	0.00%
Food	53520	127	122	191	150	150	150	150	0.00%
Small Equipment	53522	8	0	613	200	200	200	200	0.00%
Other Operating Supplies	53533	5,994	7,431	9,343	10,000	10,000	10,000	10,000	0.00%
Automobile Allowance-Other	53538	29	0	2,000	0	0	0	0	0.00%
Auto Allowance Taxable	53546	2,087	2,000	0	2,500	2,000	2,000	2,000	-20.00%
Operating Licenses Fees	53553	0	40	40	45	45	45	45	0.00%
Veterans Relief Assistance	53559	23,250	22,408	23,991	30,000	30,000	30,000	30,000	0.00%
Veterans Graves	53560	18,831	18,441	21,711	22,500	22,500	22,500	22,500	0.00%
Operating Grants	53565	5,547	7,895	201	13,000	13,000	13,000	13,000	0.00%

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 059 - Veterans Services</b>									
Small Equipment Technology	53580	0	0	353	0	0	0	0	0.00%
Print Duplicate	73003	2,452	3,181	3,921	2,500	2,500	2,500	2,500	0.00%
Postage and Box Rent	73004	2,819	2,728	2,190	3,900	1,500	1,500	1,500	-61.54%
<b>Operating Subtotal:</b>		<b>62,225</b>	<b>65,551</b>	<b>64,805</b>	<b>85,445</b>	<b>82,545</b>	<b>82,545</b>	<b>82,545</b>	<b>-3.39%</b>
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	305	256	0	0	0	0	0	0.00%
Equipment Repairs	54029	78	0	0	78	78	78	78	0.00%
Equipment Repairs	74029	429	429	429	430	430	430	430	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>812</b>	<b>685</b>	<b>429</b>	<b>508</b>	<b>508</b>	<b>508</b>	<b>508</b>	<b>0.00%</b>
<b>Contractual Services:</b>									
Other Contract Serv	55030	700	700	700	71,795	1,795	1,795	1,795	-97.50%
<b>Contractual Services Subtotal:</b>		<b>700</b>	<b>700</b>	<b>700</b>	<b>71,795</b>	<b>1,795</b>	<b>1,795</b>	<b>1,795</b>	<b>-97.50%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	1,224	1,164	1,236	1,403	1,439	1,439	1,439	2.57%
<b>Insurance Expenses Subtotal:</b>		<b>1,224</b>	<b>1,164</b>	<b>1,236</b>	<b>1,403</b>	<b>1,439</b>	<b>1,439</b>	<b>1,439</b>	<b>2.57%</b>
<b>Total Other Operating:</b>		<b>67,282</b>	<b>69,908</b>	<b>71,286</b>	<b>161,826</b>	<b>89,012</b>	<b>89,012</b>	<b>89,012</b>	<b>-45.00%</b>
<b>Expense Total:</b>		<b>359,248</b>	<b>375,628</b>	<b>396,346</b>	<b>497,664</b>	<b>585,397</b>	<b>528,108</b>	<b>528,108</b>	<b>6.12%</b>
<b>Veterans Services Net/(Levy):</b>		<b>(344,173)</b>	<b>(361,005)</b>	<b>(379,919)</b>	<b>(483,264)</b>	<b>(570,997)</b>	<b>(513,708)</b>	<b>(513,708)</b>	<b>6.30%</b>

# HUMAN SERVICES

## Human Services Fund: 200 2017 BUDGET NARRATIVE

**DEPARTMENT HEAD:** Dr. Bill Topel – Director

**TELEPHONE:** (920) 236-1195

**LOCATION:** Winnebago County Human Services  
220 Washington Avenue  
Oshkosh, WI 54901

Winnebago County Human Services  
211 North Commercial St.  
Neenah, WI 54956

### Mission:

To serve our clients with professional, quality and cost-effective services that focus on prevention, protection, mental health, family integration, self-determination and recovery with respect for and in partnership with individuals, families, caregivers and the community.

### Program Description:

#### Child Day Care – Crisis/Respite

Services to children that includes care in settings such as a day care center, the home of another, or in their own home. The purpose of these services is to meet crisis or respite needs, prevent or remedy abuse or neglect, alleviate stress in the family, or preserve the family unit.

#### Community Living/Support Services

Services providing support to consumers in order to maintain a natural living arrangement or aid in the adaptation to physical or communicative barriers. Skill development, adult day care, meal programs, respite care, interpreter services, adaptive equipment, housing and energy assistance, and the coordination of services.

#### Community Prevention, Access and Outreach

Services to at-risk population in the community to include persons likely to have a problem which can potentially be alleviated by the delivery of human services; handling individual inquiries for help; providing accessibility to community health programs; providing advocacy and providing prevention activities to enhance the physical health and improve social and community functioning by making constructive changes in community conditions; and providing public information and referral services to satisfy inquiries; and to identify specific resources in the human services delivery system.

### **Community Residential Services**

Services to consumers in licensed adult family homes, child foster homes, group homes, shelter care and community-based residential facilities.

### **Community Support**

The provision of a network of coordinated care and treatment services to adults with serious and persistent mental illness and to chronic alcoholic consumers. These services may occur in natural or supportive service settings delivered by an identified provider to ensure ongoing therapeutic involvement, reduce the disabling effects of mental illness or alcoholism and assist consumers to access and participate in the community.

### **Community Treatment Services**

The provision of treatment services in outpatient medical settings, as well as supervision of juvenile justice consumers in the community and occupational and physical therapy, speech and language therapies. Services delivered in a mental health outpatient setting include treatment for the purpose of ameliorating the effects of various mental disorders and to improve personal, social and family functioning. Services delivered to youth in the juvenile justice system under formal or informal supervision or in restitution programs. Services are designed to monitor behavior, prevent continued delinquent activity, strengthen family ties, assist in successful involvement in the community and fulfill any obligations ordered by the court or other juvenile justice agency. AODA treatment services are designed to improve personal, social, vocational and family functioning and prevent further deterioration of physical health.

### **Inpatient and Institutional Care**

Services delivered in settings such as state mental health institutes, centers for developmental disabilities, general hospitals, CBRF's certified as inpatient treatment programs, residential care centers and juvenile correctional institutions. Inpatient treatment is for the purpose of providing treatment of mental and substance abuse disorders and restoring health, personal and social functioning. Also includes IMD (Institution for Mental Diseases) licensed nursing homes to persons with severe mental illness.

### **Investigations and Assessments**

Services to consumers that includes screening, assessment, diagnosis, case planning or determining the existence or nature of a specific problem. Services include child abuse and neglect investigations, reports to the court required under Chapters 48, 51 and 55 Wisconsin Statutes, consumer intake assessments and activities related to procedures established by juvenile court guidelines.

### **Specialized Transportation**

The provision of transportation and transportation related supervision to the elderly, handicapped or other persons with limited ability to access needed community resources. Includes transportation centered on improving a person's general mobility and ability to perform daily tasks independently such as shopping, visiting with friends, competitive employment, etc.

### **Supported Employment**

Supported Employment is competitive work in an integrated work setting for individuals who, because of their handicaps, need ongoing and/or intensive support services to find and perform this work.

**Supportive Home Care**

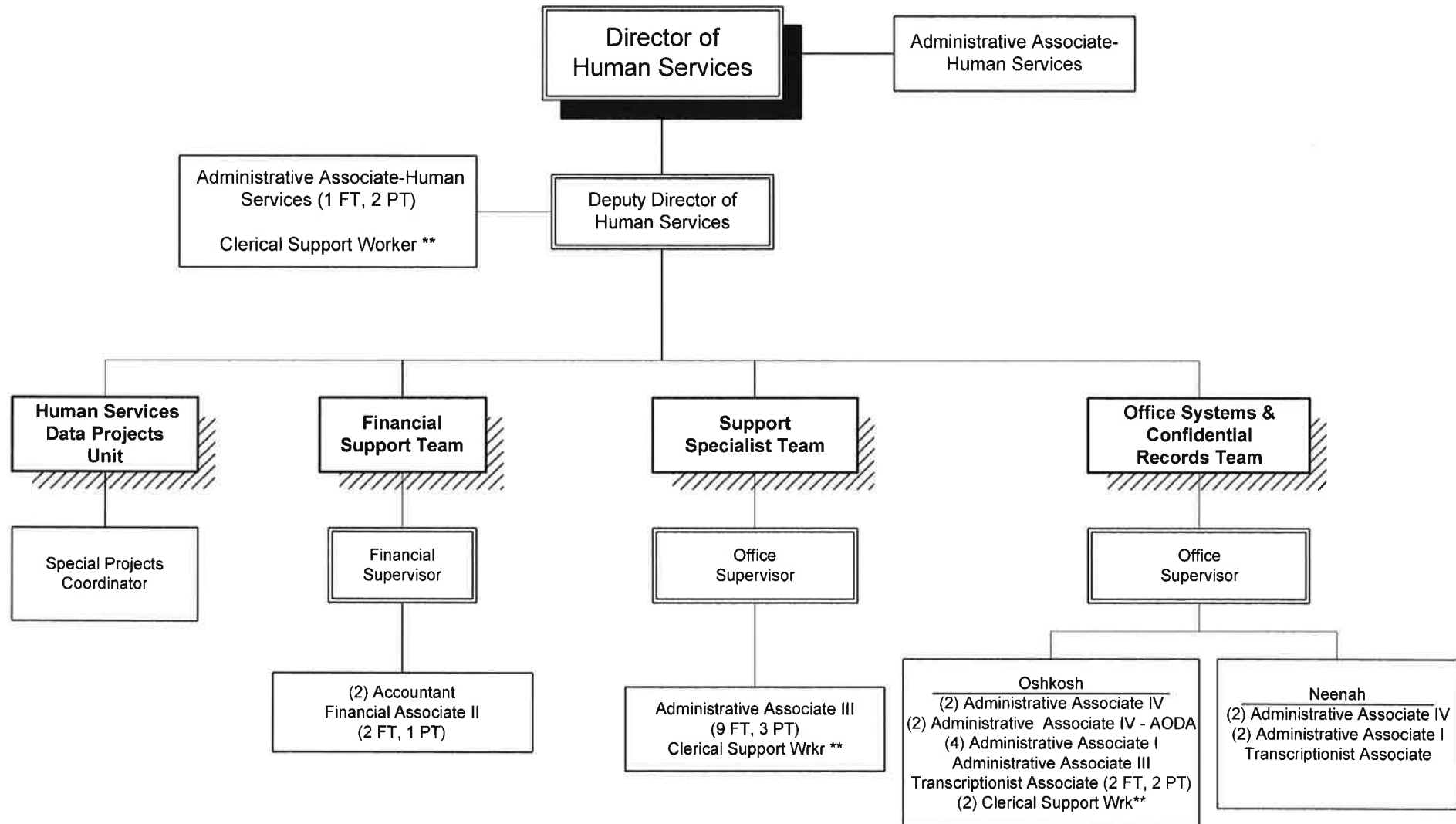
The provision of services to maintain consumers in independent or supervised living in their home or the home of their friends or relatives that help them meet their daily living needs, ensure their well-being and/or reduce the likelihood that they will be placed into alternate living arrangements. Services may include, but are not limited to, household care, personal care and supervision. Includes supervised apartment living, senior companion activities, telephone reassurance, friendly visiting and home health care.

**Work Related and Day Services**

Services delivered for the purpose of promoting vocational participation and self-sufficiency. Services include vocational counseling or activities that promote participation in work or job placement services. Also included is day center services to persons to develop skills necessary for community living.

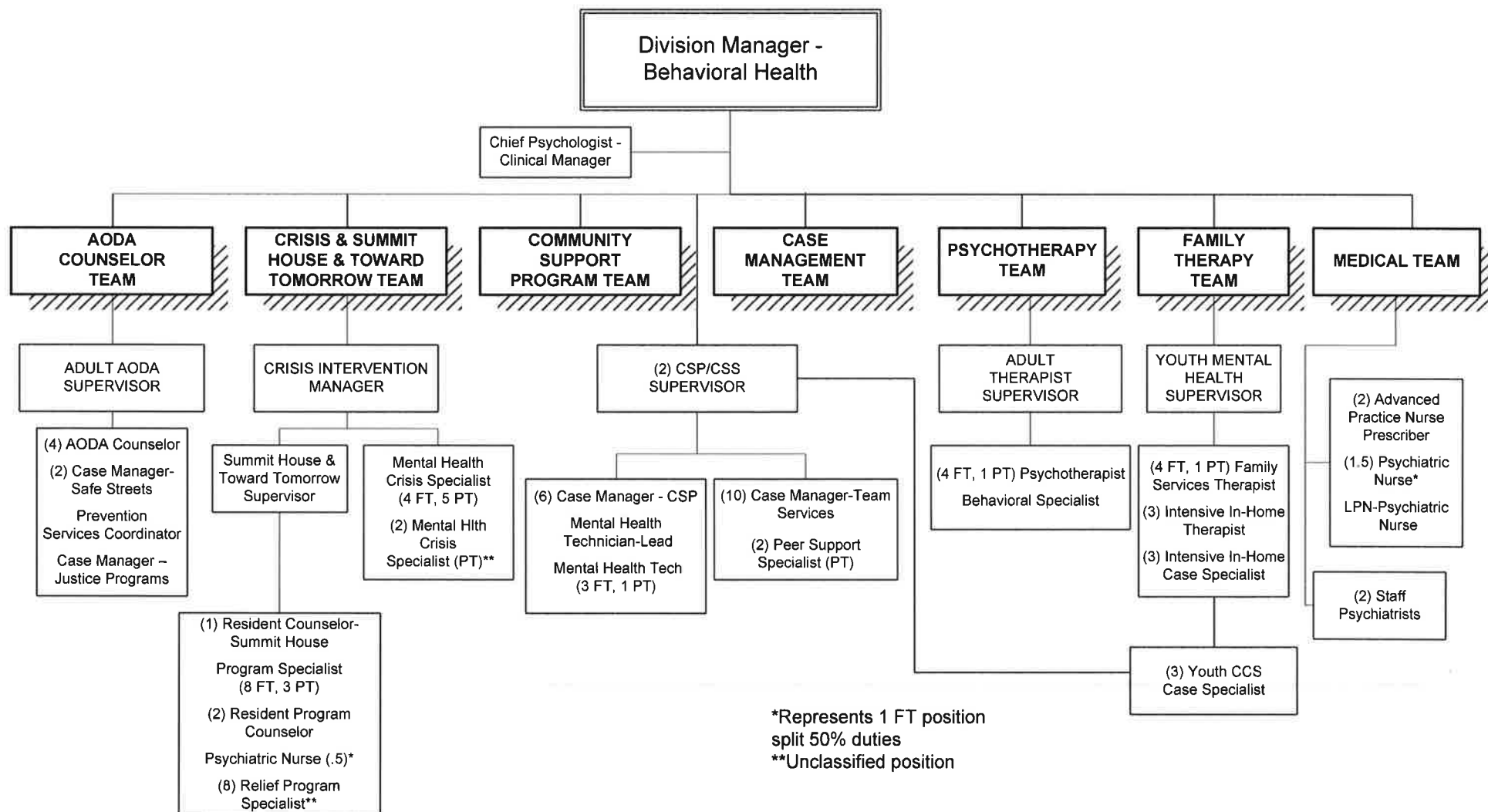
# HUMAN SERVICES

## Administrative Services



# HUMAN SERVICES

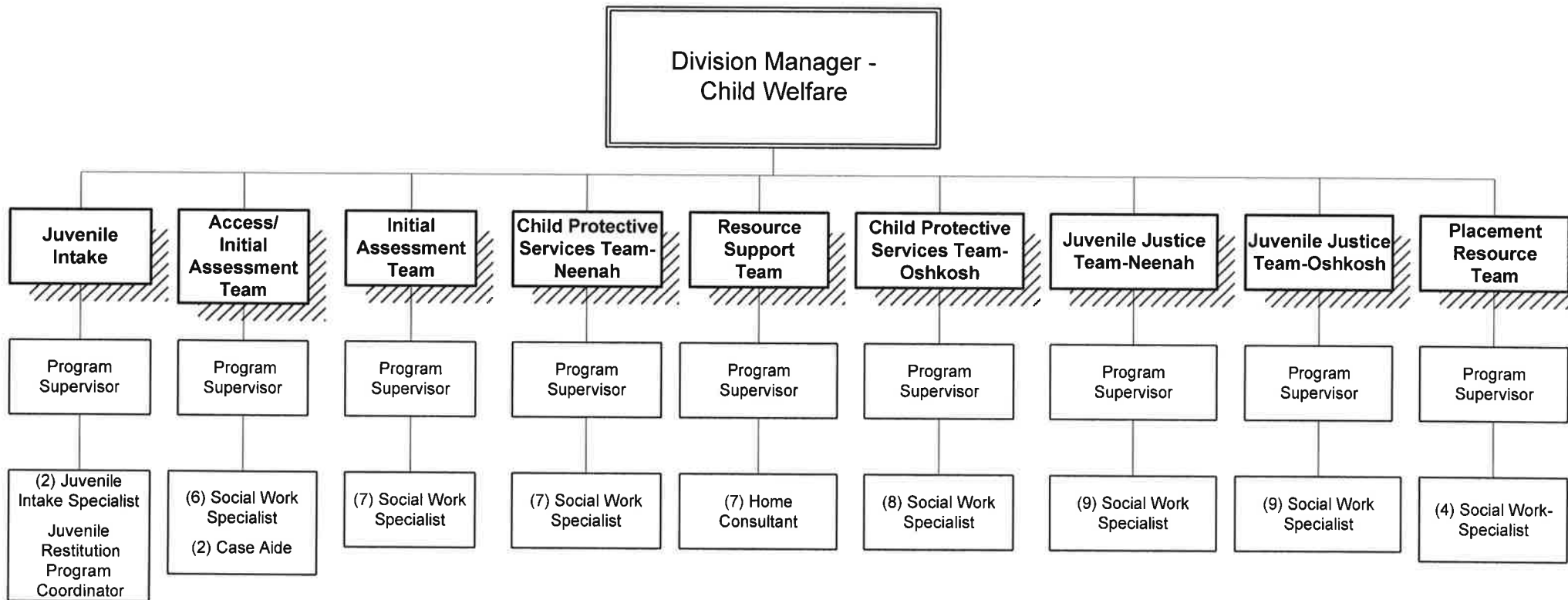
## Behavioral Health Services





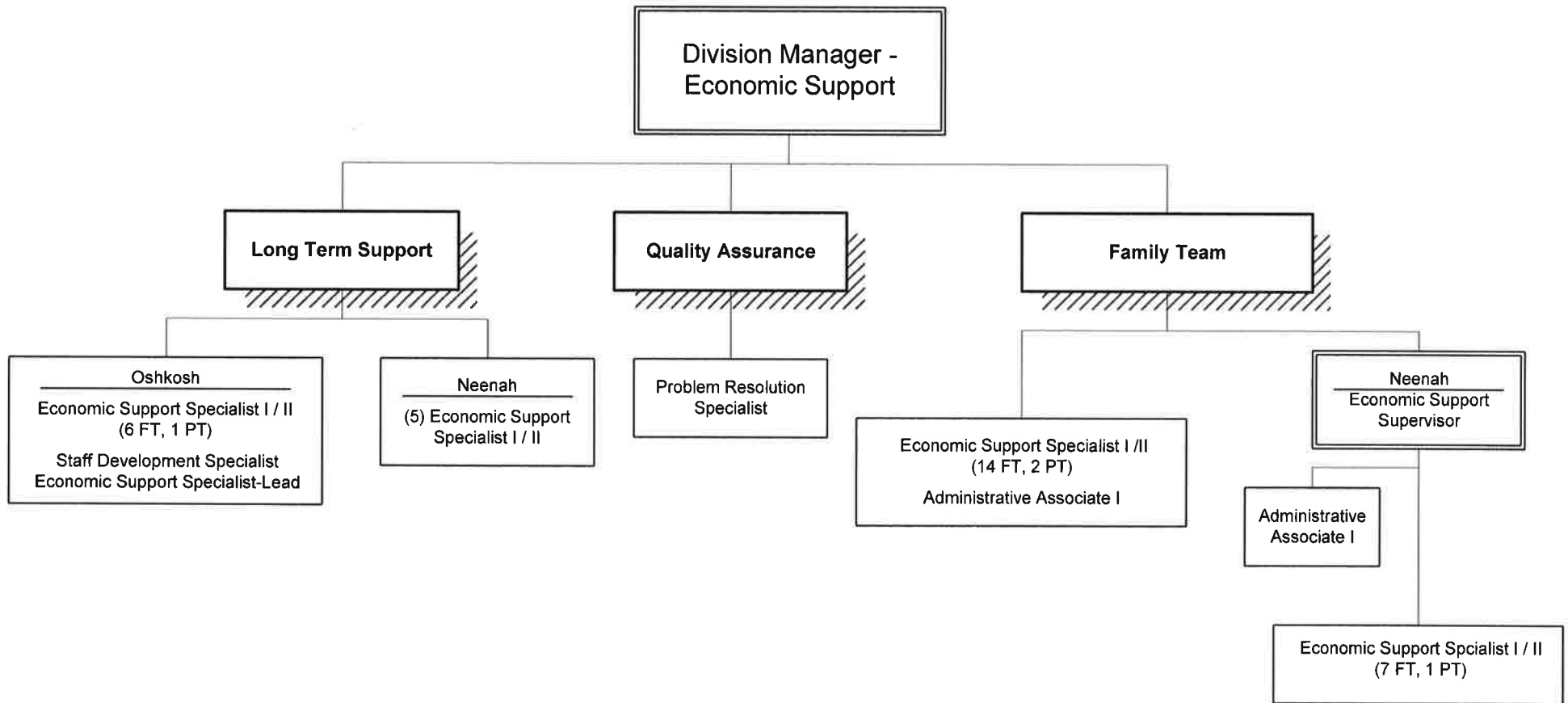
# HUMAN SERVICES

## Child Welfare Services



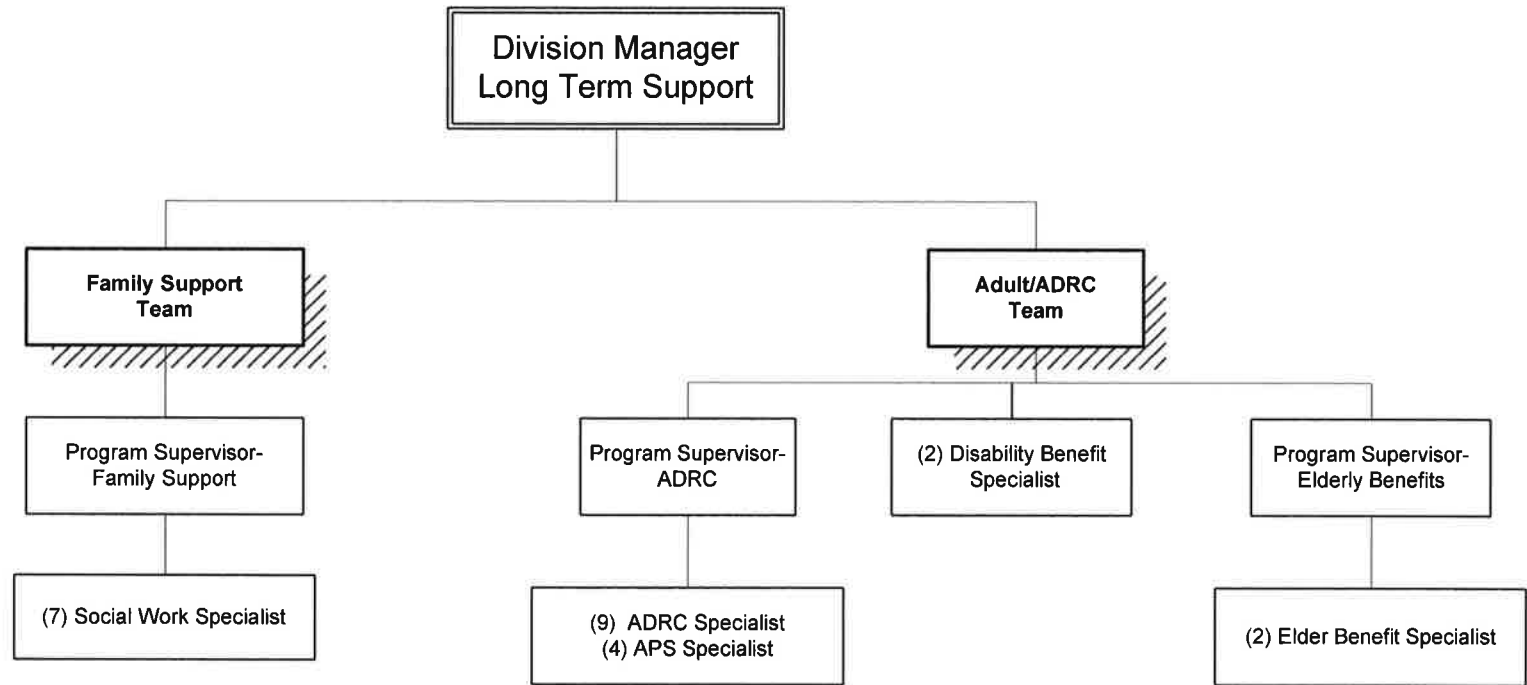
# HUMAN SERVICES

## Economic Support Services



# HUMAN SERVICES

## Long Term Support Services



# **HUMAN SERVICES**

## **Human Services Fund: 200 2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Dr. Bill Topel – Director  
**LOCATION:** Winnebago County Human Services  
220 Washington Avenue  
Oshkosh, WI 54901

**TELEPHONE:** 236-1195

Winnebago County Human Services  
211 North Commercial Street  
Neenah, WI 54956

### **2016 ACCOMPLISHMENTS:**

#### **Administrative Services Division**

1. Electronic systems set up is complete allowing for accurate data submission and funding revenue maximization through LUNA for BH.
2. Increased the number of EFT's (Electronic Funds Transfers) with third party payors to minimize paper checks remittances was accomplished for all major payors that allow for electronic funds transfer.
3. Automated audio recording and "speech to text" transcription of public meeting minutes.
4. Information Systems is in the process of implementing automated appointment reminders to include e-mail and text messages.
5. New Safety Awareness trainings added to the Agency Mandated training listing.
6. Updated gas card procedures were implemented for better efficiency throughout the agency.

#### **Behavioral Health Division**

1. The County's plans for Volunteers in Probation (VIP) and Teen Court was transferred to Human Services with Human Services conducting an evaluation of the services. A full time Justice Programs Case Manager was hired to operate the Mental Health diversion initiative, Good Choices Program and assist with Teen Court.
2. The Mental Health Tech Team changes are now fully operational in 2016. The change resulted in the combining of the Oshkosh MHT's and Neenah MHT's into one team with one supervisor as well as the expansion of evening and weekend MHT coverage hours in Neenah, which had not existed prior to the change.
3. Continually monitoring developments in the Affordable Care Act to refine our eligibility guidelines as well as our billing and collection procedures. Some of the current issues being addressed are not due directly due to the Affordable Care Act, but rather the State of Wisconsin's evolving interpretation of DHS 1, the

Uniform Fee Schedule. Ongoing efforts to get our uninsured consumers insured under Medical Assistance, or the available Marketplace insurance plans by educating the public on their various coverage options or referring the individual to an Application Counselor during Marketplace open enrollment.

4. The “seamless service continuum” plan within Behavioral Health is currently under study. One issue being looked at is the “med-only”/”doctor-only” cases open within the clinic and studying an alternative way to case manage that large group of consumers. Currently these cases are scattered among many therapist caseloads. Upon further examination, it is our belief that by assigning fewer staff to manage this population could free up therapy staff to accept additional cases.
5. Attempts have been made to reduce adult inpatient hospitalization by making adjustment to prescriber schedules to permit easier access to prescribers following release from hospitalization or as a diversion to hospitalization. To date attempts have not yielded the desired results due to the vacant APNP position. It is believed that once we are successful in recruiting a full time APNP, scheduling will be much easier and our objective can ultimately be accomplished.
6. A barrier exists to examine potential increased revenues by pursuing certification under the Community Recovery Services (CRS) benefit under the Medical Assistance Program. If a county did not express interest and pursue certification in 2009 when this benefit was first offered, they were and continue to be barred. In order for the state to satisfy the federal CMS requirement of statewide access, the legislature will need to permit county access. The state is under a CMS requirement to have CRS available statewide thus some legislature action will need to occur. We are continuing to monitor this.

#### **Child Welfare Division**

1. Efforts to increase respite care services for both Child Welfare and Children’s Long Term Support Divisions are continuing.
2. Implemented a CPS review panel for clients requesting our agency to review a CPS investigation decision.
3. Continue to review and improve Shelter Care procedures and services provided to youth placed at our Shelter Care facility.
4. An Organization Effectiveness review was completed to assess and identify work pieces and services that may be changed to improve services.

#### **Economic Support Division**

1. Our goal was to cross train staff to become proficient in each type of case, however, due to some changes in the consortium, we will not be cross training as broadly as we had planned. Staff will continue to specialize in certain areas within Economic Support.
2. Our goal to achieve more uniformity in regards to how resources are used within the East Central Income Maintenance Partnership has been met and we continue to work on uniformity throughout the consortium.
3. Educating community advocates to ensure they understand the most efficient way to access Economic Support Services for their clientele has been met and is an ongoing process.

#### **Long Term Support (LTS)**

1. The ADRC participates in the community Care Transition Collaboration providing a role in care transitions so individuals without support systems will safely transition from healthcare setting, using an Advocate approach.

2. The ADRC will create and implement a provider education plan that includes information on Adult Protective Service issues and concerns.
3. The ADRC will maintain an updated, dynamic, on-line Resource Directory and produce a printed 2016-17 Resource Guide in September 2016.
4. A cross-divisional plan for creating a Resource Directory for youth services will be initiated for Human Service staff.
5. Outreach efforts using a community conversation and neighbor helping neighbor model will be initiated to address isolated seniors, and/or adults with disabilities, to become less isolated and more involved with others as identified through recorded progress. This is a collaborative effort with the Oshkosh Neighborhood Associations.
6. Additional persons will receive information and Assistance, Options Counsel and Benefits Counseling through a community coordinated outreach effort in 2016.
7. Together with the Child Welfare division, we are able to provide for weekend respite for families with children with very challenging to manage behaviors.

#### **2017 GOALS & OBJECTIVES:**

##### **Administrative Services Division**

1. Continually review administrative support processes for possible efficiencies. For example, modernize the ADRC reception area and change how services are delivered for seamless service.
2. Image all Child Welfare files.
3. Continue working on improving efficiencies through an updated building keys tracking and assignment system.
4. Be receptive to any new trainings that will enhance communication skills with fellow employees and the public.
5. LUNA Phase II – electronic posting of third party payor (insurance) remittances.
6. Increase the number of payors (insurers) sent an 837 electronic claims file.
7. Implement the internal emergency response system to be utilized in “at risk” situations.
8. Develop an electronic Safety Awareness training to be added to the agency mandated trainings.
9. Implement new SAMS replacement system.
10. Complete certification programming in LUNA for the BH Division.
11. Begin designing LUNA to replace existing LTS client tracking system and then develop and implement procedures and training for staff.

##### **Behavioral Health Division**

1. Continue efforts to plan and test options to achieve seamless services within and among BH Division programs. Current efforts under testing include: Shift as many “case management” duties from psychotherapists to case managers as possible to free up psychotherapists to focus on their principle duty of providing psychotherapy. This effort is under testing in the Oshkosh office only and if successful, the model will be replicated in our Neenah office.
2. Reorganize our medication services to better meet community and consumer needs. Under review is our existing policy:

- a. To date we have not allowed consumers to come to our clinic solely for medication services without also seeing a therapist or being assigned to another Behavioral Health team. The reasons for this have been many – assuring coordination of care; assuring unified treatment approach; and protecting time of our prescribers.
- b. Even for consumers willing to get all their services under one roof, we currently require contact with a therapist first before referral to a prescriber.

The greatest expressed need in the community seems to be precisely for access to prescribers for people who either have their other counseling needs already met privately or who come to our clinic looking only for medication services; e.g., taking medications for years and lost insurance; started by PCP's who are now wanting to refer to specialty services.

With the above mentioned, Goal #1, increase in case management help for outpatient consumers, and with potentially allowing direct and sole access to prescribers, would thus better meet community and consumer needs while also not burdening psychotherapists with essentially more case management duties that take away from providing therapy.

Assuming we can finally fill the vacant full-time APNP position and with the above mentioned increase in case management help for outpatient consumers, we can allow direct and sole access to prescribers.

3. Increase capacity for providing medication services to kids.
  - a. Currently we have 8 hours per week of contract child psychiatry time. With addition of full time APNP, we have the possibility of having that prescriber work in collaboration with and under the supervision of our child psychiatrist to take on the treatment of kids and thus increase capacity.
4. Further reduce inpatient admission via increased hospital diversion.
5. Continued expansion of portable voice and data technologies to improve overall efficiency.
6. In 2017, having obtained final approval for the addition of and hiring of a ½ time Mental Health Technician position to cover the current hours covered by the temporary position, the goal of one MHT team and expanded hours, particularly in Neenah on evening and weekends will be fully realized.
7. Utilizing the Zero Suicide initiative workforce baseline data obtained from the survey conducted in 2016, establish and implement a workforce training plan for BH staff in suicide prevention.

#### **Child Welfare Division**

1. Continue efforts to increase respite care services.
2. Continue efforts to establish procedures and services that better meet youth needs placed at the Shelter Care facility.
3. Continue Organizational Effectiveness efforts. Efforts moving forward will now involve Child Welfare line staff.
4. Continue efforts to learn and implement trauma-informed services.
5. Establish program/services review and assessment practices.
6. Use Organizational Effectiveness processes and related means to bring improvement changes to programs and services.
7. Continue to bring technological hardware into the work and services the Division provides.

### **Economic Support Division**

- 1. Eliminate the two Case Aide Child Care Specialist positions and train the eligibility workers to complete the work they were doing.**
- 2. Add two Economic Support Specialists in order to keep up with the increasing workload demands.**
- 3. In conjunction with the rest of the East Central Income Maintenance Partnership, work with the state to complete the process of the Income Maintenance Operation Analysis in order to identify and magnify our strengths and address any areas of opportunity.**

### **Long Term Support**

- 1. Various strategies will be implemented to increase the variety and availability of informal supports, to include: continuation of NeighborCARE from 2016, availability of caregiver registry, initiate a Share the Care station.**
- 2. Community resources to meet the changing needs of LTS and ADRC customers will be expanded to include: increase the availability of guardians; increase transportation options; address need of home repairs for homeowners; develop updated Medicare presentation.**
- 3. Establish a plan to provide for appropriate options for persons in need of Emergency Protective Placement.**
- 4. Provide targeted community outreach and education to increase the awareness and promote appropriate utilization of the ADRC and Birth to Three services by: creating an ADRC Business Plan; providing Child Outreach; educate groups about Adult Protective Services and Emergency Protective Placement procedures to make appropriate referrals and know of expected follow up; effectively distribute resource guides in community locations who may have little familiarity with the ADRC.**
- 5. Initiate the creation of Dementia Friendly Community, promoting Memory café's, and starting work with community entities, using a state endorsed Dementia Friendly Community Toolkit.**



# HUMAN SERVICES

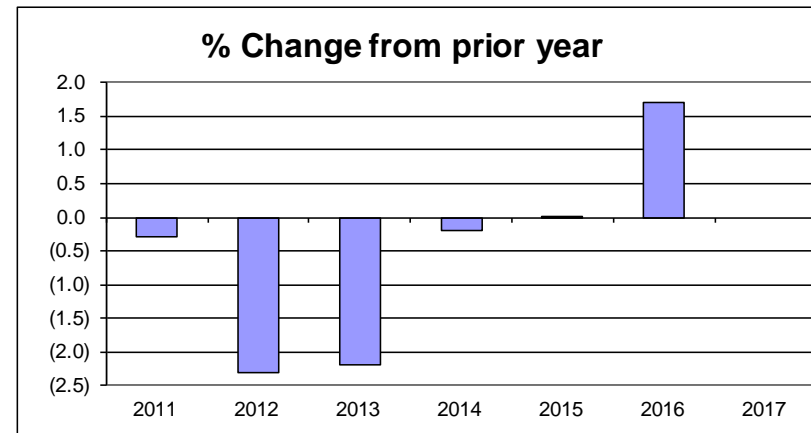
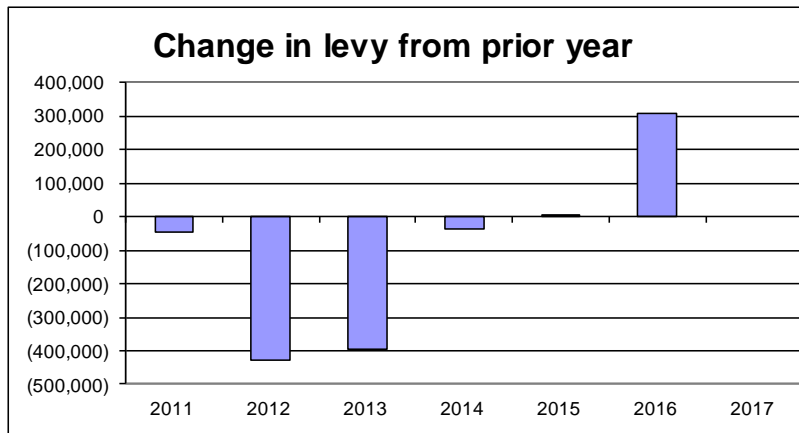
## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	239	245	245	239	243	245	246	251	253	253
Part Time	23	23	22	21	18	19	22	22	24	25
Total	262	268	267	260	261	264	268	273	277	278

The changes in the 2017 department staffing can be found within the Table of Organization of Classified Positions schedule found in the Overview section of the budget book. Another schedule in that section shows the fiscal impact of the position changes. Many positions were added and removed on this schedule, but only a net of one new part-time position was created.

**COUNTY LEVY:** The tax levy for 2017 is \$18,073,374, the same as the levy for 2016.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Human Services

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Surplus 2016</b>	<b>\$ 18,073,374</b>	
<b>Revenue Changes - impact on levy:</b>		
Patient Prt Affrd Care PPACA	145,086	Decrease due to PPACA being a time limited funding stream.
MA Comprehensive Comm Serv	(205,589)	Increase in CCS program utilization, more consumers in this program.
Certified Mental Health Program	82,316	Decrease due to state shifting and consolidating grant funds into a new grant - Community Mental Health.
Community Mental Health	(834,687)	Increase due to moving funds from Certified Mental Health Program, IMD Reg Rel, and Family Support Program.
Fraud	(12,281)	Increased funding for fraud investigations, work performed by contract agency.
IMD Reg Rel	186,959	Decrease due to state shifting and consolidating grant funds into a new grant - Community Mental Health.
Family Support Program	126,074	Decrease due to state shifting and consolidating grant funds into a new grant - Community Mental Health.
Community Options	1,063,468	Decrease due to state breaking grant down into two grants: Community Mental Health & Children Community Options.
Children Community Option	(633,350)	Increase due to state adding this grant in 2017 (moved from Community Options above).
Transportation Aid	72,244	Decrease based on federal funds passing through Valley Transit, due to utilization and annual reimbursement rates.
MA CSP Funds	65,001	Decrease due to some CSP clients shifted to CCS program.
MA Inpatient	121,765	Decrease due to medicaid fluctuating with inpatient placements.
IMD OBRA Relocations	10,733	IMD Relocation grant ended, funding was consolidated into new grant - Community Mental Health.
Intoxicated Driver Program	(10,000)	IDP grant is cash basis funding based on utilization across the State each year.
Comm Svs Defct Red Brnft CSDRB	(140,000)	CSDRB funding dependant upon State reimbursement formulas.
Wis MA Cost Reporting WIMCR	(214,000)	WIMCR funding dependant upon State reimbursement formulas.
Health Checks	21,100	Health checks funding was time limited.
Food Share Employ Train FSET	161,681	FSET program has been regionalized.
Post Reunification Program	(153,000)	Growing utilization of this grant which promotes family stability when returning children home.

## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Human Services

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Expense Changes - impact on levy:</b>		
Temporary Employees	81,287	Increase in anticipated maternity leaves.
Automobile Allowance	23,339	Increasing number of staff providing increasingly more services in the community.
Computer Software	19,000	Increase due to new software being purchased for the Behavioral Health clinic patient portal.
Consumer Program Expenses	177,670	Increase is related to the growing number of eligible Child Welfare families for Post Reunification funded expenses.
Consumer Transportation	46,026	Increase is related to the growing number of eligible Child Welfare families for Post Reunification funded expenses.
Operating Grants	33,400	Increase in funding to family services (Parent Connection, Parent Aide, HOPE) with county levy.
Data Processing	39,894	Increase based on new maintenance fees for patient portal, e-prescribe, and includes TCM annual maintenance costs.
Community Residential Svcs	(636,224)	Decrease based on moving the Behavioral Health portion of these costs to Supported Living & Comm Based Res Facility.
Emergency Medical Care	(12,500)	Decreased for effect of Affordable Care Act.
Outpatient Services	(75,000)	Decreased for effect of Affordable Care Act.
General Hospital Psychiatric	(150,000)	Decreased for effect of Affordable Care Act.
Specialty Inpatient Hospitals	(723,406)	Decrease due to Nursing Home IMD's now being tracked in Nursing Home - IMD account.
Supported Living	156,524	Increase based on moving funds from Community Residential Svcs (see above).
Comm Based Res Facility	200,000	Increase based on moving funds from Community Residential Svcs (see above).
Medical Detoxification	(50,000)	Decreased for effect of Affordable Care Act.
Youth Wrap Around Services	515,553	Increase based on new in-home safe program, contracted service with PSG.
Nursing Home - IMD	800,000	Increase based on moving funds from Specialty Inpatient Hospitals (see above).
<b>Other small changes</b>	(299,083)	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Surplus 2017</b>	<b>\$ 18,073,374</b>	

## Financial Summary Human Services

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	10,329,478	26,289,124	25,501,430	26,002,763	25,611,205
Labor	11,357,803	20,010,545	20,460,930	20,460,930	20,936,629
Travel	194,696	409,624	411,940	411,940	436,503
Capital	23,110	23,362	23,362	23,362	25,000
Other Expenditures	10,850,827	23,046,164	22,678,572	23,186,905	22,286,447
Total Expenditures	22,426,436	43,489,695	43,574,804	44,083,137	43,684,579
Levy			18,073,374		18,073,374

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 200 - Human Services</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
Medicaid Title 19	42000	0	0	0	0	0	0	0	0.00%
State Pharmact Asst Prg SPAP	42100	9,726	9,727	9,727	9,000	9,000	9,000	9,000	0.00%
Patient Prt Affrd Care PPACA	42101	187,540	330,954	355,862	325,421	180,335	180,335	180,335	-44.58%
MA Comprehensive Comm Serv	42102	681,092	460,357	1,003,895	837,411	1,043,000	1,043,000	1,043,000	24.55%
MA Crisis MH Srvs	42104	218,478	280,168	342,094	304,500	304,500	304,500	304,500	0.00%
CLTS - Childrens Waiver	42106	2,173,586	2,587,592	2,921,555	2,687,395	2,605,451	2,605,451	2,605,451	-3.05%
BCA State	42108	5,862,109	5,666,615	5,358,792	5,950,193	5,752,795	5,752,795	5,752,795	-3.32%
State-County Match	42110	666,606	662,641	665,343	665,858	665,967	665,967	665,967	0.02%
Aging Dis Resource Ctr ADRC	42112	1,639,121	1,611,433	1,632,808	1,672,730	1,628,000	1,628,000	1,628,000	-2.67%
Adult Protective Service APS	42114	144,966	144,966	144,966	144,966	144,966	144,966	144,966	0.00%
IIIE Grant	42116	64,631	58,819	58,503	64,631	60,651	60,651	60,651	-6.16%
Elderly Handicapped 85.21	42118	380,693	377,459	371,024	374,734	379,269	379,269	379,269	1.21%
Birth to Three	42122	300,856	300,856	300,856	300,856	300,856	300,856	300,856	0.00%
State Hlth Insur Asst Prg SHIP	42126	5,000	6,150	6,000	5,000	6,000	6,000	6,000	20.00%
Block Grnt AODA	42128	253,027	253,028	253,027	253,027	253,027	253,027	253,027	0.00%
Block Grant MI	42130	68,961	68,961	68,961	68,691	68,961	68,961	68,961	0.39%
Certified Mental Health Progra	42132	82,316	82,316	82,316	82,316	0	0	0	-100.00%
Community Mental Health	42133	0	0	0	0	834,687	834,687	834,687	100.00%
Non Resident	42134	3,480	0	0	5,000	5,000	5,000	5,000	0.00%
Fraud	42136	16,958	18,962	18,162	22,489	34,770	34,770	34,770	54.61%
Early Intervention Grant	42138	0	0	0	42,500	42,500	42,500	42,500	0.00%
IMD Reg Rel	42140	186,959	186,959	186,959	186,959	0	0	0	-100.00%
Adam Walsh FringerPrint	42144	2,500	2,037	3,094	0	0	0	0	0.00%
Family Support Program	42146	115,547	126,074	132,378	126,074	0	0	0	-100.00%
Other State Adjustments	42148	95,774	96,731	14,145	12,000	15,000	15,000	15,000	25.00%
SACWIS	42150	392	0	0	400	400	400	400	0.00%
Alz Family Caregiver	42152	45,183	43,968	24,961	40,680	46,502	46,502	46,502	14.31%
Youth Aids	42154	1,676,058	1,548,776	1,524,265	1,482,173	1,501,170	1,501,170	1,501,170	1.28%
Youth Aids AODA	42156	23,099	35,932	33,198	34,000	34,000	34,000	34,000	0.00%
Juvenile Justice Early Interv	42157	0	0	42,500	0	0	0	0	0.00%
Independ Living ETV	42158	42,368	49,617	46,950	0	0	0	0	0.00%
Elder Abuse	42160	48,861	48,861	48,861	48,861	48,861	48,861	48,861	0.00%

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 200 - Human Services</b>									
Community Options	42162	957,241	1,063,468	1,063,468	1,063,468	0	0	0	-100.00%
Children Community Option	42163	0	0	0	0	633,350	633,350	633,350	100.00%
Safe & Stable Families	42164	57,103	57,103	57,103	57,103	57,103	57,103	57,103	0.00%
Kinship Care Grant	42166	485,285	463,955	471,832	473,000	473,000	473,000	473,000	0.00%
Income Maint Admin	42168	1,663,634	1,641,252	1,877,035	1,778,982	1,985,895	1,985,895	1,985,895	11.63%
IIID Grant	42172	9,676	9,085	9,086	9,086	9,086	9,086	9,086	0.00%
Community Intervention YAPO	42174	87,573	78,195	74,445	73,160	73,160	73,160	73,160	0.00%
Low Inc Energy Asst Prg LIEAP	42176	258,422	296,760	356,305	354,000	334,000	334,000	334,000	-5.65%
Child Care Administration	42188	310,323	367,294	370,340	375,000	395,548	395,548	395,548	5.48%
SS MultiPurpose	42190	131,969	125,316	125,643	125,316	125,643	125,643	125,643	0.26%
Nutr Congregate C1	42192	310,444	309,020	307,409	307,508	307,409	307,409	307,409	-0.03%
Nutr Home Delv C2	42194	99,657	97,934	98,193	97,934	98,193	98,193	98,193	0.26%
Nutr Services Incent Prog	42196	69,284	73,427	70,835	66,046	66,046	66,046	66,046	0.00%
State Senior Comm	42198	9,859	9,859	9,859	9,859	9,859	9,859	9,859	0.00%
Benefit Specialist	42200	33,438	33,438	48,703	33,438	33,438	33,438	33,438	0.00%
Transportation Aid	42202	321,745	194,712	181,811	305,000	232,756	232,756	232,756	-23.69%
MA Targeted Case Mgmt	42204	125,494	99,964	111,410	110,296	123,114	123,114	123,114	11.62%
MA CSP Funds	42206	341,344	263,923	279,163	315,000	249,999	249,999	249,999	-20.64%
MA Outpatient	42210	191,463	229,479	216,933	250,000	220,000	220,000	220,000	-12.00%
MA Inpatient	42212	277,373	337,471	107,845	280,000	158,235	158,235	158,235	-43.49%
WI Law Foundation Grant- Teen	42215	0	0	1,995	0	0	0	0	0.00%
IMD OBRA Relocations	42216	10,733	10,733	10,733	10,733	0	0	0	-100.00%
Intoxicated Driver Program	42218	52,828	0	85,371	30,000	40,000	40,000	40,000	33.33%
Drug Court Enhancement Program	42219	45,952	80,000	71,115	80,000	80,000	80,000	80,000	0.00%
Regional Foster Care Training	42220	2,052	3,148	2,857	3,100	3,100	3,100	3,100	0.00%
Brighter Futures	42222	196,952	196,952	32,825	0	0	0	0	0.00%
Comm Svs Defct Red Bnft CSDRB	42224	331,453	307,834	598,262	310,000	450,000	450,000	450,000	45.16%
Wis MA Cost Reporting WIMCR	42226	770,308	935,030	1,287,926	700,000	900,000	914,000	914,000	30.57%
Health Checks	42228	22,084	19,887	2,663	21,100	0	0	0	-100.00%
Prior Year Intergovt	42230	344,691	252,464	35,087	0	0	0	0	0.00%
Food Share Employ Train FSET	42232	94,496	91,615	19,788	161,681	0	0	0	-100.00%
TPR Adoption Federal	42234	49,493	54,755	62,063	59,500	59,500	59,500	59,500	0.00%
OWI Municipality Fee	42236	24,570	31,566	25,256	30,000	30,000	30,000	30,000	0.00%
Post Reunification Program	42242	0	26,588	113,556	57,000	210,000	210,000	210,000	268.42%
<b>Intergov Rev Subtotal:</b>		<b>22,682,826</b>	<b>22,822,186</b>	<b>23,838,117</b>	<b>23,295,175</b>	<b>23,324,102</b>	<b>23,338,102</b>	<b>23,338,102</b>	<b>0.18%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 200 - Human Services</b>									
<b>Public Services:</b>									
Other Fees	45002	7,730	5,202	600	600	0	0	0	-100.00%
Forms Copies Etc	45003	1,595	6,573	7,508	1,500	5,000	5,000	5,000	233.33%
OWI Assessment Fees	45030	273,656	238,198	217,828	260,000	230,000	230,000	230,000	-11.54%
Third Party Insurance	45033	725,017	865,860	893,540	800,000	900,000	900,000	900,000	12.50%
Client Cost Shares Fees	45035	566,839	473,382	515,252	503,855	510,802	510,802	510,802	1.38%
State Fee Collections	45037	176,966	132,557	133,129	170,000	150,000	150,000	150,000	-11.76%
Prior Year Contractual	45039	30,962	81,588	43,449	0	0	0	0	0.00%
Child Support	45041	218,025	223,477	252,364	225,000	230,000	230,000	230,000	2.22%
W2 Loans Repayment	45058	810	0	0	0	0	0	0	0.00%
Child Welfare Reimbursement	45062	4,561	2,060	5,724	3,000	3,000	3,000	3,000	0.00%
Collection Agency	45066	366,038	299,929	269,482	230,300	230,300	230,300	230,300	0.00%
<b>Public Services Subtotal:</b>		<b>2,372,197</b>	<b>2,328,826</b>	<b>2,338,877</b>	<b>2,194,255</b>	<b>2,259,102</b>	<b>2,259,102</b>	<b>2,259,102</b>	<b>2.96%</b>
<b>Intergov Services:</b>									
Incentives	43009	9,839	13,034	13,692	12,000	14,000	14,000	14,000	16.67%
<b>Intergov Services Subtotal:</b>		<b>9,839</b>	<b>13,034</b>	<b>13,692</b>	<b>12,000</b>	<b>14,000</b>	<b>14,000</b>	<b>14,000</b>	<b>16.67%</b>
<b>Interfund Revenue:</b>									
Child Welfare Match- Levy	61100	89,875	116,331	185,000	0	0	0	0	0.00%
Grant Revenue Allocation	62000	(1,737,299)	(1,922,737)	(1,933,208)	(1,772,099)	(1,227,152)	(1,227,152)	(1,227,152)	-30.75%
Grant - Independent Living	62102	30,000	30,000	0	0	0	0	0	0.00%
Grant - Community Options	62104	577,924	705,355	600,000	648,326	0	0	0	-100.00%
Grant - Income Maintenance	62106	452,000	420,000	421,675	389,127	453,024	453,024	453,024	16.42%
Grant-Long Term Supp Admin	62110	535,500	571,051	623,000	625,219	659,017	659,017	659,017	5.41%
Grant - Child Care Admin	62112	52,000	80,000	103,533	109,427	115,112	115,112	115,112	5.20%
<b>Interfund Revenue Subtotal:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>100.00%</b>
<b>Total Operating Revenue:</b>		<b>25,064,861</b>	<b>25,164,045</b>	<b>26,190,686</b>	<b>25,501,430</b>	<b>25,597,205</b>	<b>25,611,205</b>	<b>25,611,205</b>	<b>0.43%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 200 - Human Services</b>									
<b>Misc Revenues:</b>									
Other Miscellaneous Revenues	48109	11,562	595	54	0	0	0	0	0.00%
<b>Misc Revenues Subtotal:</b>		<b>11,562</b>	<b>595</b>	<b>54</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>11,562</b>	<b>595</b>	<b>54</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Revenue Total:</b>		<b>25,076,423</b>	<b>25,164,640</b>	<b>26,190,741</b>	<b>25,501,430</b>	<b>25,597,205</b>	<b>25,611,205</b>	<b>25,611,205</b>	<b>0.43%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	12,944,476	13,189,256	13,696,919	14,290,548	14,385,115	14,385,115	14,385,115	0.66%
Temporary Employees	51101	133,566	220,156	190,445	198,219	279,506	279,506	279,506	41.01%
Labor Fringes Match	51102	1,908	0	0	0	0	0	0	0.00%
Overtime	51105	108,633	136,945	146,151	123,206	128,109	128,109	128,109	3.98%
Comp Time	51108	99,919	60,769	50,317	96,399	83,400	83,400	83,400	-13.48%
Payroll Sundry Account	51190	79	0	0	0	0	0	0	0.00%
<b>Wages Subtotal:</b>		<b>13,288,581</b>	<b>13,607,126</b>	<b>14,083,831</b>	<b>14,708,372</b>	<b>14,876,130</b>	<b>14,876,130</b>	<b>14,876,130</b>	<b>1.14%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	961,556	989,080	1,019,877	1,125,191	1,138,039	1,138,039	1,138,039	1.14%
Health Insurance	51201	2,744,174	2,814,842	3,128,037	3,273,272	3,464,603	3,464,603	3,464,603	5.85%
Dental Insurance	51202	188,315	199,459	208,147	228,825	211,476	211,476	211,476	-7.58%
Workers Compensation	51203	293,544	90,611	115,018	90,921	172,317	172,317	172,317	89.52%
Unemployment Comp	51204	525	(122)	3,466	0	0	0	0	0.00%
WI Retirement	51206	854,231	921,835	913,426	955,015	992,584	992,584	992,584	3.93%
Fringe Benefits Other	51207	65,587	70,274	72,213	79,334	81,480	81,480	81,480	2.71%
<b>Fringes Benefits Subtotal:</b>		<b>5,107,932</b>	<b>5,085,980</b>	<b>5,460,182</b>	<b>5,752,558</b>	<b>6,060,499</b>	<b>6,060,499</b>	<b>6,060,499</b>	<b>5.35%</b>
<b>Total Labor:</b>		<b>18,396,513</b>	<b>18,693,106</b>	<b>19,544,014</b>	<b>20,460,930</b>	<b>20,936,629</b>	<b>20,936,629</b>	<b>20,936,629</b>	<b>2.32%</b>



**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 200 - Human Services</b>									
<b>Travel:</b>									
Registration Tuition	52001	43,664	47,277	40,835	50,500	51,400	51,400	51,400	1.78%
Automobile Allowance	52002	299,001	313,535	337,157	328,000	351,339	351,339	351,339	7.12%
Commercial Travel	52004	385	598	0	3,000	3,000	2,000	2,000	-33.33%
Meals	52005	3,923	4,163	4,485	5,700	5,802	5,802	5,802	1.79%
Lodging	52006	14,608	18,163	18,333	20,200	21,199	21,199	21,199	4.95%
Other Travel Exp	52007	262	311	334	550	548	548	548	-0.37%
Taxable Meals	52008	2,950	3,713	3,484	3,990	4,215	4,215	4,215	5.64%
<b>Travel Subtotal:</b>		<b>364,794</b>	<b>387,759</b>	<b>404,627</b>	<b>411,940</b>	<b>437,503</b>	<b>436,503</b>	<b>436,503</b>	<b>5.96%</b>
<b>Total Travel:</b>		<b>364,794</b>	<b>387,759</b>	<b>404,627</b>	<b>411,940</b>	<b>437,503</b>	<b>436,503</b>	<b>436,503</b>	<b>5.96%</b>
<b>Capital Outlay:</b>									
Equipment	58004	42,101	43,413	43,627	23,362	25,000	25,000	25,000	7.01%
<b>Capital Outlay Subtotal:</b>		<b>42,101</b>	<b>43,413</b>	<b>43,627</b>	<b>23,362</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>7.01%</b>
<b>Total Capital:</b>		<b>42,101</b>	<b>43,413</b>	<b>43,627</b>	<b>23,362</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>7.01%</b>
<b>Office:</b>									
Office Supplies	53000	56,469	56,397	53,904	56,323	56,322	56,322	56,322	0.00%
Printing Supplies	53002	5,360	4,420	6,325	5,300	5,300	5,300	5,300	0.00%
Print Duplicate	53003	6,976	10,084	6,700	7,954	7,800	7,800	7,800	-1.94%
Postage and Box Rent	53004	8,634	5,248	892	8,500	5,000	5,000	5,000	-41.18%
Computer Software	53006	2,914	150	2,576	6,000	25,000	25,000	25,000	316.67%
Telephone	53008	35,831	49,191	74,608	80,127	80,201	80,201	80,201	0.09%
Telephone Supplies	53009	1,304	1,855	0	2,000	2,000	2,000	2,000	0.00%
Long Distance	53011	51	6	0	0	0	0	0	0.00%
Wireless	53012	8,568	4,345	72	0	250	250	250	100.00%
Pagers	53013	1,814	4,558	0	0	0	0	0	0.00%
Voice and Data Cabling	53014	2,271	248	0	0	0	0	0	0.00%
Fiber pole rental locates	53015	240	240	240	240	240	240	240	0.00%
<b>Office Subtotal:</b>		<b>130,432</b>	<b>136,742</b>	<b>145,316</b>	<b>166,444</b>	<b>182,113</b>	<b>182,113</b>	<b>182,113</b>	<b>9.41%</b>

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 200 - Human Services</b>									
<b>Operating:</b>									
Advertising	53500	21,117	30,183	12,418	34,873	34,850	34,850	34,850	-0.07%
Subscriptions	53501	946	1,383	2,837	1,650	1,699	1,699	1,699	2.97%
Membership Dues	53502	18,511	20,492	28,444	22,425	27,925	27,925	27,925	24.53%
Publish Legal Notices	53503	290	1,447	1,287	1,600	1,600	1,600	1,600	0.00%
Misc Child Welfare Prog Exps	53506	0	0	1,201	0	0	0	0	0.00%
Foster Care Banquet	53507	0	1,450	860	2,700	2,700	2,700	2,700	0.00%
Emergency Rent Assistance	53508	34,284	36,127	49,532	43,500	48,500	48,500	48,500	11.49%
Registration Tuition Other	53509	8,953	10,444	7,099	10,428	10,000	10,000	10,000	-4.10%
Consumer Program Expenses	53510	131,256	169,521	220,532	197,361	375,031	375,031	375,031	90.02%
Consumer Outreach	53511	133,116	122,510	148,455	149,247	156,622	156,622	156,622	4.94%
Education Training	53513	2,519	5,917	3,553	0	0	0	0	0.00%
Consumer Transportation	53514	80,936	110,681	128,845	113,207	159,233	159,233	159,233	40.66%
Household Supplies	53516	9,667	9,285	13,970	10,000	12,000	12,000	12,000	20.00%
Food	53520	31,547	29,824	35,493	30,600	33,600	33,600	33,600	9.80%
Small Equipment	53522	79,801	88,299	80,067	69,709	59,500	59,500	59,500	-14.65%
Medical Supplies	53524	64,202	44,537	14,661	60,150	30,150	30,150	30,150	-49.88%
Medical Oxygen	53525	1,833	0	0	0	0	0	0	0.00%
Automobile Allowance-Other	53538	3,589	7,720	7,451	9,896	10,094	10,094	10,094	2.00%
Meals Other	53541	122	342	246	500	500	500	500	0.00%
Auto Allowance Taxable	53546	10,895	23,160	23,097	27,703	28,257	28,257	28,257	2.00%
Motor Fuel	53548	16,132	14,073	9,656	15,000	15,000	15,000	15,000	0.00%
Building Rental	53550	131,196	121,596	92,971	102,240	102,241	102,241	102,241	0.00%
Equipment Rental	53551	36,977	40,559	39,418	42,000	42,000	42,000	42,000	0.00%
Operating Licenses Fees	53553	13,441	6,879	8,577	7,300	9,300	9,300	9,300	27.40%
Bad Debts Expense	53561	73,597	11,983	1,325	10,000	10,000	10,000	10,000	0.00%
Taxes & Assessments	53562	70	0	0	0	0	0	0	0.00%
Operating Grants	53565	171,252	177,131	92,174	34,781	68,181	68,181	68,181	96.03%
Family Care Contribution	53567	3,059,619	2,082,956	1,594,624	1,594,623	1,594,623	1,594,623	1,594,623	0.00%
Other Miscellaneous	53568	0	441	0	0	0	0	0	0.00%
Small Equipment Technology	53580	43,066	33,310	76,447	35,000	35,000	35,000	35,000	0.00%
Office Supplies	73000	452	36	0	100	100	100	100	0.00%
Print Duplicate	73003	71,455	62,653	73,167	65,000	68,000	68,000	68,000	4.62%
Postage and Box Rent	73004	25,210	28,785	33,137	30,000	30,000	30,000	30,000	0.00%
Legal Fees	73041	92	576	783	500	500	500	500	0.00%
Motor Fuel	73548	2,924	3,327	1,716	4,000	4,000	4,000	4,000	0.00%
<b>Operating Subtotal:</b>		<b>4,279,067</b>	<b>3,297,627</b>	<b>2,804,043</b>	<b>2,726,093</b>	<b>2,971,206</b>	<b>2,971,206</b>	<b>2,971,206</b>	<b>8.99%</b>

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 200 - Human Services</b>									
<b>Repairs &amp; Maint:</b>									
Maintenance Buildings	54020	0	1,980	4,009	1,000	1,000	1,000	1,000	0.00%
Maintenance Equipment	54022	15,616	19,630	7,594	250	8,250	8,250	8,250	3,200.00%
Repair Maintenance Supplies	54024	0	0	0	300	300	300	300	0.00%
Equipment Repairs	54029	6,441	0	0	5,000	5,000	5,000	5,000	0.00%
Maintenance Vehicles	74023	3,262	5,074	6,213	5,500	5,500	5,500	5,500	0.00%
Equipment Repairs	74029	12,144	12,639	12,903	12,500	12,500	12,500	12,500	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>37,464</b>	<b>39,323</b>	<b>30,719</b>	<b>24,550</b>	<b>32,550</b>	<b>32,550</b>	<b>32,550</b>	<b>32.59%</b>
<b>Utilities:</b>									
Heat	54700	3,505	5,657	3,225	6,000	5,000	5,000	5,000	-16.67%
Power and Light	54701	11,862	9,255	11,620	10,000	10,000	10,000	10,000	0.00%
Water and Sewer	54702	5,179	5,090	5,502	5,500	5,750	5,750	5,750	4.55%
Refuse Collection	54703	4,112	2,537	1,319	5,000	5,000	5,000	5,000	0.00%
<b>Utilities Subtotal:</b>		<b>24,658</b>	<b>22,538</b>	<b>21,667</b>	<b>26,500</b>	<b>25,750</b>	<b>25,750</b>	<b>25,750</b>	<b>-2.83%</b>
<b>Contractual Services:</b>									
Medical and Dental	55000	316,119	308,801	265,159	289,392	228,978	243,978	243,978	-15.69%
Vehicle Repairs	55005	1,035	821	7,707	1,500	1,500	1,500	1,500	0.00%
Building Repairs	55008	330	14,070	0	0	0	0	0	0.00%
Data Processing	55013	43,908	45,793	50,874	24,000	63,894	63,894	63,894	166.23%
Professional Service	55014	220,536	209,857	205,603	365,191	368,000	368,000	368,000	0.77%
Collection Services	55015	83,842	71,067	59,553	54,000	50,560	50,560	50,560	-6.37%
Community Residential Svcs	55021	786,587	795,295	797,911	901,775	265,551	265,551	265,551	-70.55%
Community Treatment	55022	1,059,491	1,189,562	1,692,457	1,213,353	1,250,599	1,250,599	1,250,599	3.07%
Supportive Home Care	55023	527,042	585,525	659,087	594,929	460,197	460,197	460,197	-22.65%
Work related and Day Services	55024	3,679	1,816	6,028	2,852	6,649	6,649	6,649	133.11%
Supervised Family Visitation	55025	168,396	169,326	184,946	184,900	184,900	184,900	184,900	0.00%
Transportation	55026	8,845	13,375	3,175	0	0	0	0	0.00%
Specialized Transportation	55027	663,233	687,075	679,647	716,097	746,266	746,266	746,266	4.21%
Other Contract Serv	55030	174,012	136,215	135,185	20,243	30,000	30,000	30,000	48.20%
Emergency Medical Care	55031	34,805	16,932	0	25,000	12,500	12,500	12,500	-50.00%
Respite Care	55032	60,753	75,615	82,025	85,900	90,000	90,000	90,000	4.77%
Receiving Home Bed Hold	55033	15,612	13,212	13,668	15,000	15,000	15,000	15,000	0.00%
Recruitment Non Staff	55034	400	700	340	2,000	2,000	2,000	2,000	0.00%
Foster Care Recog Retention	55035	1,604	2,064	3,515	2,100	3,000	3,000	3,000	42.86%

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 200 - Human Services</b>									
Child Day Care	55036	41,206	53,139	64,364	73,437	80,000	80,000	80,000	8.94%
Mentoring	55039	32,707	34,172	98,354	331,422	320,000	320,000	320,000	-3.45%
Counseling Consumer/Family	55040	104,186	105,274	117,885	30,000	30,000	30,000	30,000	0.00%
Interpreter	55041	27,295	36,023	28,585	39,200	43,800	43,800	43,800	11.73%
Other State Adjustments	55044	7,517	9,644	2,727	10,000	6,000	6,000	6,000	-40.00%
Child Foster Care	55045	1,539,181	1,876,374	1,831,004	1,895,000	1,695,000	1,695,000	1,695,000	-10.55%
Group Homes	55046	1,130,159	974,477	1,306,811	1,195,000	1,195,000	1,195,000	1,195,000	0.00%
Child Residential Care Centers	55047	1,151,129	846,741	622,216	925,000	770,000	770,000	770,000	-16.76%
Kinship Care	55052	460,091	425,032	433,163	438,000	438,000	438,000	438,000	0.00%
Nutrition Programs	55053	957,221	1,030,747	1,064,087	1,107,731	1,133,216	1,133,216	1,133,216	2.30%
Adoption Assessments	55057	3,130	2,890	3,440	3,750	3,750	3,750	3,750	0.00%
Truancy Intervention Preventio	55058	63,394	64,196	61,927	65,900	67,500	67,500	67,500	2.43%
Outpatient Services	55059	229,934	126,252	75,612	225,000	150,000	150,000	150,000	-33.33%
General Hospital Psychiatric	55060	407,055	220,336	(27,118)	300,000	150,000	150,000	150,000	-50.00%
Residential Inpatient AODA	55061	448,261	340,174	410,940	450,000	400,000	400,000	400,000	-11.11%
Specialty Inpatient Hospitals	55062	1,957,594	2,244,910	1,865,835	2,042,031	1,318,625	1,318,625	1,318,625	-35.43%
Supported Employment	55063	20,000	20,000	20,000	20,000	20,000	20,000	20,000	0.00%
Supported Living	55064	955,855	950,148	1,146,434	1,175,285	1,331,809	1,331,809	1,331,809	13.32%
Comm Based Res Facility	55065	999,389	846,727	979,578	1,000,000	1,200,000	1,200,000	1,200,000	20.00%
Medical Detoxification	55066	211,157	29,021	(939)	100,000	50,000	50,000	50,000	-50.00%
Birth 3 Early Intervention	55067	669,050	685,271	698,923	707,594	721,746	721,746	721,746	2.00%
Contracted Case Mgmt	55068	0	0	0	102,487	106,000	106,000	106,000	3.43%
Secure Juvenile Detention	55070	395,883	260,790	305,735	273,000	290,000	290,000	290,000	6.23%
Family Training Skills	55071	639,456	651,027	618,818	665,600	665,600	665,600	665,600	0.00%
Youth Wrap Around Services	55072	726,450	765,145	389,791	144,447	660,000	660,000	660,000	356.91%
Alternative School	55073	66,365	78,655	70,158	85,000	85,000	85,000	85,000	0.00%
Juvenile Shelter Care	55075	627,763	1,044,407	782,891	809,700	700,000	700,000	700,000	-13.55%
Juvenile Restitution	55076	365	470	879	500	1,000	1,000	1,000	100.00%
Juvenile Correctional Institut	55078	34,839	452,367	355,015	480,976	332,973	332,973	332,973	-30.77%
Emergency Energy Services	55079	253,404	291,671	351,794	350,000	330,000	330,000	330,000	-5.71%
Prior Year Community Treatment	55080	396	0	0	0	0	0	0	0.00%
Nursing Home - IMD	55081	0	0	0	0	800,000	800,000	800,000	100.00%
Medical and Dental	75000	186	806	576	800	800	800	800	0.00%
Building Rental	75042	10,200	10,200	10,200	10,200	10,200	10,200	10,200	0.00%
<b>Contractual Services Subtotal:</b>		<b>18,341,046</b>	<b>18,814,210</b>	<b>18,536,563</b>	<b>19,555,293</b>	<b>18,885,613</b>	<b>18,900,613</b>	<b>18,900,613</b>	<b>-3.35%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 200 - Human Services</b>									
<b>Insurance Expenses:</b>									
Prop Liab Insurance	56000	(3,043)	7,328	2,134	7,500	7,500	7,500	7,500	0.00%
Prop Liab Insurance	76000	149,016	153,552	153,300	172,192	166,715	166,715	166,715	-3.18%
<b>Insurance Expenses Subtotal:</b>		<b>145,974</b>	<b>160,880</b>	<b>155,434</b>	<b>179,692</b>	<b>174,215</b>	<b>174,215</b>	<b>174,215</b>	<b>-3.05%</b>
<b>Total Other Operating:</b>		<b>22,958,640</b>	<b>22,471,320</b>	<b>21,693,742</b>	<b>22,678,572</b>	<b>22,271,447</b>	<b>22,286,447</b>	<b>22,286,447</b>	<b>-1.73%</b>
<b>Expense Total:</b>		<b>41,762,048</b>	<b>41,595,598</b>	<b>41,686,010</b>	<b>43,574,804</b>	<b>43,670,579</b>	<b>43,684,579</b>	<b>43,684,579</b>	<b>0.25%</b>
<b>Human Services Net/(Levy):</b>		<b>(16,685,625)</b>	<b>(16,430,958)</b>	<b>(15,495,269)</b>	<b>(18,073,374)</b>	<b>(18,073,374)</b>	<b>(18,073,374)</b>	<b>(18,073,374)</b>	<b>0.00%</b>

**WINNEBAGO COUNTY  
CAPITAL OUTLAY - 2017**

<u>Department</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Cost</u>	<u>Capital Outlay</u>
Human Services -				
	Van	1	25,000	25,000
		<b>1</b>		<b>25,000</b>

## SIGNIFICANT CHANGES FROM 2016 ADOPTED - ADMINISTRATIVE SERVICES DIVISION

### MISSION STATEMENT

To provide strategic planning and support in the fiscal and administrative areas of Human Services as it relates to the programmatic aspects of service delivery. Our goal is to ensure that all services delivered by the Department are in accordance with established federal, state and local requirements at minimal cost to the taxpayer. We strive to provide timely cost-efficient services to our consumers that will enhance the quality of their lives.

### HIGHLIGHTS

The Administrative Services Division shows a budget to budget increase in the levy of \$90,917 or 1.73%.

Sub Category	Amount	Description
<b>(Net Contribution)/Tax Levy 2016</b>	<b>(5,270,142)</b>	
Revenue Changes - impact on levy:		
Wis MA Cost Reporting (WIMCR)	(214,000)	Increase - estimated Medicaid payment adjustment, based on 2016 actual costs.
BCA State	197,398	Decrease - estimated BCA reduction for WIMCR adjustments.
Interfund revenues (All)	(103,380)	Increase in administrative cost reimbursement from various grants.
Expense Changes - impact on levy:		
Total Labor	158,112	Increase, 6.27%, for merit pay increase and health insurance increase.
Computer Software	19,000	Increase for new software being purchased for the BH clinic patient portal.
Data Processing	39,894	Increase for new maintenance fees related to patient portal, e-prescribe and TCM.
Small Equipment	(10,209)	Decrease in office equipment budget.
Other small changes	4,102	Net increase.
<b>Net Increase (Decrease) - Tax Levy</b>	<b>90,917</b>	
<b>(Net Contribution)/Tax Levy 2017</b>	<b>(5,179,225)</b>	

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 210 - Administrative Services</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
BCA State	42108	5,862,109	5,666,615	5,358,792	5,950,193	5,752,795	5,752,795	5,752,795	-3.32%
State-County Match	42110	666,606	662,641	665,343	665,858	665,967	665,967	665,967	0.02%
SACWIS	42150	392	0	0	400	400	400	400	0.00%
Wis MA Cost Reporting WIMCR	42226	770,308	935,030	1,287,926	700,000	900,000	914,000	914,000	30.57%
Prior Year Intergovt	42230	(138)	0	0	0	0	0	0	0.00%
<b>Intergov Rev Subtotal:</b>		<b>7,299,276</b>	<b>7,264,287</b>	<b>7,312,061</b>	<b>7,316,451</b>	<b>7,319,162</b>	<b>7,333,162</b>	<b>7,333,162</b>	<b>0.23%</b>
<b>Public Services:</b>									
Forms Copies Etc	45003	1,595	6,573	7,508	1,500	5,000	5,000	5,000	233.33%
<b>Public Services Subtotal:</b>		<b>1,595</b>	<b>6,573</b>	<b>7,508</b>	<b>1,500</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>233.33%</b>
<b>Interfund Revenue:</b>									
Grant - Income Maintenance	62106	452,000	420,000	421,675	389,127	453,024	453,024	453,024	16.42%
Grant-Long Term Supp Admin	62110	535,500	571,051	623,000	625,219	659,017	659,017	659,017	5.41%
Grant - Child Care Admin	62112	52,000	80,000	103,533	109,427	115,112	115,112	115,112	5.20%
<b>Interfund Revenue Subtotal:</b>		<b>1,039,500</b>	<b>1,071,051</b>	<b>1,148,208</b>	<b>1,123,773</b>	<b>1,227,153</b>	<b>1,227,153</b>	<b>1,227,153</b>	<b>9.20%</b>
<b>Total Operating Revenue:</b>		<b>8,340,371</b>	<b>8,341,911</b>	<b>8,467,777</b>	<b>8,441,724</b>	<b>8,551,315</b>	<b>8,565,315</b>	<b>8,565,315</b>	<b>1.46%</b>
<b>Misc Revenues:</b>									
Other Miscellaneous Revenues	48109	3,618	542	(2)	0	0	0	0	0.00%
<b>Misc Revenues Subtotal:</b>		<b>3,618</b>	<b>542</b>	<b>(2)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>3,618</b>	<b>542</b>	<b>(2)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Revenue Total:</b>		<b>8,343,989</b>	<b>8,342,453</b>	<b>8,467,775</b>	<b>8,441,724</b>	<b>8,551,315</b>	<b>8,565,315</b>	<b>8,565,315</b>	<b>1.46%</b>



# Winnebago County Budget Detail - 2017

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 210 - Administrative Services</b>									
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	1,707,863	1,667,960	1,719,684	1,700,616	1,777,209	1,777,209	1,777,209	4.50%
Temporary Employees	51101	29,496	58,748	50,834	78,919	78,919	78,919	78,919	0.00%
Labor Fringes Match	51102	0	0	0	0	0	0	0	0.00%
Overtime	51105	17,815	5,209	161	6,000	6,000	6,000	6,000	0.00%
Comp Time	51108	313	5	5	400	400	400	400	0.00%
<b>Wages Subtotal:</b>		<b>1,755,486</b>	<b>1,731,921</b>	<b>1,770,684</b>	<b>1,785,935</b>	<b>1,862,528</b>	<b>1,862,528</b>	<b>1,862,528</b>	<b>4.29%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	128,252	126,584	128,551	136,624	142,483	142,483	142,483	4.29%
Health Insurance	51201	397,692	391,615	457,867	443,463	508,114	508,114	508,114	14.58%
Dental Insurance	51202	30,398	30,849	30,978	30,605	30,058	30,058	30,058	-1.79%
Workers Compensation	51203	9,881	3,382	6,109	2,766	5,276	5,276	5,276	90.74%
Unemployment Comp	51204	525	(122)	3,466	0	0	0	0	0.00%
WI Retirement	51206	111,726	116,859	115,602	112,663	121,283	121,283	121,283	7.65%
Fringe Benefits Other	51207	9,119	9,206	10,236	9,523	9,949	9,949	9,949	4.47%
<b>Fringes Benefits Subtotal:</b>		<b>687,592</b>	<b>678,373</b>	<b>752,809</b>	<b>735,644</b>	<b>817,163</b>	<b>817,163</b>	<b>817,163</b>	<b>11.08%</b>
<b>Total Labor:</b>		<b>2,443,078</b>	<b>2,410,294</b>	<b>2,523,493</b>	<b>2,521,579</b>	<b>2,679,691</b>	<b>2,679,691</b>	<b>2,679,691</b>	<b>6.27%</b>
<b>Travel:</b>									
Registration Tuition	52001	4,493	5,311	3,094	5,500	5,500	5,500	5,500	0.00%
Automobile Allowance	52002	10,562	9,023	10,520	12,000	12,000	12,000	12,000	0.00%
Meals	52005	237	123	236	200	250	250	250	25.00%
Lodging	52006	1,300	906	1,307	1,200	1,500	1,500	1,500	25.00%
Other Travel Exp	52007	13	18	28	50	50	50	50	0.00%
Taxable Meals	52008	210	418	338	300	500	500	500	66.67%
<b>Travel Subtotal:</b>		<b>16,815</b>	<b>15,798</b>	<b>15,522</b>	<b>19,250</b>	<b>19,800</b>	<b>19,800</b>	<b>19,800</b>	<b>2.86%</b>
<b>Total Travel:</b>		<b>16,815</b>	<b>15,798</b>	<b>15,522</b>	<b>19,250</b>	<b>19,800</b>	<b>19,800</b>	<b>19,800</b>	<b>2.86%</b>

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 210 - Administrative Services</b>									
<b>Capital Outlay:</b>									
Equipment	58004	42,101	43,413	43,627	23,362	25,000	25,000	25,000	7.01%
<b>Capital Outlay Subtotal:</b>		<b>42,101</b>	<b>43,413</b>	<b>43,627</b>	<b>23,362</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>7.01%</b>
<b>Total Capital:</b>		<b>42,101</b>	<b>43,413</b>	<b>43,627</b>	<b>23,362</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>7.01%</b>
<b>Office:</b>									
Office Supplies	53000	55,278	55,354	53,195	55,000	55,000	55,000	55,000	0.00%
Printing Supplies	53002	5,360	4,420	6,325	5,300	5,300	5,300	5,300	0.00%
Print Duplicate	53003	6,465	10,022	6,695	7,300	7,300	7,300	7,300	0.00%
Postage and Box Rent	53004	8,634	5,248	883	8,500	5,000	5,000	5,000	-41.18%
Computer Software	53006	2,825	150	2,477	1,000	20,000	20,000	20,000	1,900.00%
Telephone	53008	18,332	36,276	62,284	65,000	65,000	65,000	65,000	0.00%
Telephone Supplies	53009	1,304	1,855	0	2,000	2,000	2,000	2,000	0.00%
Long Distance	53011	51	6	0	0	0	0	0	0.00%
Wireless	53012	8,126	4,043	72	0	0	0	0	0.00%
Pagers	53013	1,814	4,558	0	0	0	0	0	0.00%
Voice and Data Cabling	53014	2,148	248	0	0	0	0	0	0.00%
Fiber pole rental locates	53015	240	240	240	240	240	240	240	0.00%
<b>Office Subtotal:</b>		<b>110,576</b>	<b>122,419</b>	<b>132,170</b>	<b>144,340</b>	<b>159,840</b>	<b>159,840</b>	<b>159,840</b>	<b>10.74%</b>
<b>Operating:</b>									
Advertising	53500	5,205	2,798	0	4,000	4,000	4,000	4,000	0.00%
Subscriptions	53501	395	20	1,113	200	200	200	200	0.00%
Membership Dues	53502	1,010	615	4,315	1,000	4,500	4,500	4,500	350.00%
Publish Legal Notices	53503	48	50	85	100	100	100	100	0.00%
Consumer Program Expenses	53510	61	0	0	0	0	0	0	0.00%
Education Training	53513	2,370	5,917	3,353	0	0	0	0	0.00%
Food	53520	330	230	152	200	200	200	200	0.00%
Small Equipment	53522	78,690	87,299	66,066	68,209	58,000	58,000	58,000	-14.97%
Medical Supplies	53524	143	86	99	150	150	150	150	0.00%
Motor Fuel	53548	16,132	14,073	9,656	15,000	15,000	15,000	15,000	0.00%
Operating Licenses Fees	53553	320	200	120	300	300	300	300	0.00%
Bad Debts Expense	53561	0	0	108	0	0	0	0	0.00%
Other Miscellaneous	53568	0	441	0	0	0	0	0	0.00%
Small Equipment Technology	53580	43,066	33,310	76,514	35,000	35,000	35,000	35,000	0.00%
Print Duplicate	73003	71,455	62,653	73,167	65,000	68,000	68,000	68,000	4.62%

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 210 - Administrative Services</b>									
Postage and Box Rent	73004	25,210	28,785	33,137	30,000	30,000	30,000	30,000	0.00%
Motor Fuel	73548	2,924	3,327	1,716	4,000	4,000	4,000	4,000	0.00%
<b>Operating Subtotal:</b>		<b>247,358</b>	<b>239,805</b>	<b>269,601</b>	<b>223,159</b>	<b>219,450</b>	<b>219,450</b>	<b>219,450</b>	<b>-1.66%</b>
<b>Repairs &amp; Maint:</b>									
Maintenance Buildings	54020	0	1,980	4,009	1,000	1,000	1,000	1,000	0.00%
Maintenance Equipment	54022	15,311	19,429	7,594	0	8,000	8,000	8,000	100.00%
Repair Maintenance Supplies	54024	0	0	0	300	300	300	300	0.00%
Equipment Repairs	54029	6,441	0	0	5,000	5,000	5,000	5,000	0.00%
Maintenance Vehicles	74023	3,262	5,074	6,213	5,500	5,500	5,500	5,500	0.00%
Equipment Repairs	74029	12,144	12,639	12,903	12,500	12,500	12,500	12,500	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>37,158</b>	<b>39,123</b>	<b>30,719</b>	<b>24,300</b>	<b>32,300</b>	<b>32,300</b>	<b>32,300</b>	<b>32.92%</b>
<b>Utilities:</b>									
Refuse Collection	54703	4,112	2,537	1,319	5,000	5,000	5,000	5,000	0.00%
<b>Utilities Subtotal:</b>		<b>4,112</b>	<b>2,537</b>	<b>1,319</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>0.00%</b>
<b>Contractual Services:</b>									
Medical and Dental	55000	2,402	2,142	2,146	2,600	2,600	2,600	2,600	0.00%
Vehicle Repairs	55005	1,035	821	1,110	1,500	1,500	1,500	1,500	0.00%
Data Processing	55013	43,213	45,049	48,912	23,000	62,894	62,894	62,894	173.45%
Professional Service	55014	18,981	3,378	9,197	11,000	11,000	11,000	11,000	0.00%
Interpreter	55041	0	915	80	0	0	0	0	0.00%
Medical and Dental	75000	0	341	297	300	300	300	300	0.00%
<b>Contractual Services Subtotal:</b>		<b>65,630</b>	<b>52,646</b>	<b>61,742</b>	<b>38,400</b>	<b>78,294</b>	<b>78,294</b>	<b>78,294</b>	<b>103.89%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	149,016	153,552	153,300	172,192	166,715	166,715	166,715	-3.18%
<b>Insurance Expenses Subtotal:</b>		<b>149,016</b>	<b>153,552</b>	<b>153,300</b>	<b>172,192</b>	<b>166,715</b>	<b>166,715</b>	<b>166,715</b>	<b>-3.18%</b>
<b>Total Other Operating:</b>		<b>613,850</b>	<b>610,080</b>	<b>648,852</b>	<b>607,391</b>	<b>661,599</b>	<b>661,599</b>	<b>661,599</b>	<b>8.92%</b>
<b>Expense Total:</b>		<b>3,115,844</b>	<b>3,079,586</b>	<b>3,231,494</b>	<b>3,171,582</b>	<b>3,386,090</b>	<b>3,386,090</b>	<b>3,386,090</b>	<b>6.76%</b>
<b>Administrative Services Net/(Levy):</b>		<b>5,228,145</b>	<b>5,262,868</b>	<b>5,236,281</b>	<b>5,270,142</b>	<b>5,165,225</b>	<b>5,179,225</b>	<b>5,179,225</b>	<b>-1.73%</b>

## SIGNIFICANT CHANGES FROM 2016 ADOPTED - BEHAVIORAL HEALTH SERVICES DIVISION

### MISSION STATEMENT

To develop a comprehensive range of services offering continuity of care for persons with an alcohol and other drug abuse disorder and/or mental illness. These services shall focus upon prevention, increased awareness and treatment of both mental illness and alcohol and other drug abuse disorders and shall strive to enhance the individual's self-sufficiency and recovery. Services shall be provided on individual need, utilizing the most appropriate, normalized, least restrictive care whenever possible. Services shall be provided in the most cost-effective manner. An emphasis will be placed on services which provide intervention and prevention where possible, enhancing independence and self-sufficiency, emphasizing community integration, strengthening community care and fostering overall recovery.

### HIGHLIGHTS

The Behavioral Health Division shows a budget to budget decrease in the levy of (\$757,384) or (9.97%).

Sub Category	Amount	Description
<b>Tax Levy 2016</b>	<b>7,598,350</b>	
Revenue Changes - impact on levy:		
MA Comprehensive Community Services	(205,589)	Increase - expansion of the Youth CCS program, with 100% reimbursement from the State.
Certified Mental Health Program	82,316	Grant eliminated - State rolled this into new grant, "Community Mental Health".
Community Mental Health	(834,687)	New grant, "Community Mental Health", consolidates various smaller grants into this one larger grant.
IMD Reg Rel	186,959	Grant eliminated - State rolled this into new grant, "Community Mental Health".
MA CSP Funds	65,001	Decrease - Some CSP clients shifted to CCS program.
MA Outpatient	30,000	Decrease - based on 2015 experience, fewer clients eligible for Medicaid now that they lowered the criteria to 100% FPL, from 200% FPL.
MA Inpatient	121,765	Decrease - fluctuates with inpatient placements, which have been lower.
IMD OBRA Relocations	10,733	Grant eliminated - State rolled this into new grant, "Community Mental Health".
Intoxicated Driver Program	(10,000)	Increase - IDP grant is based on utilization across the State each year, our share was higher in prior year.
Comm Svs Defct Red Bnft CSDRB	(140,000)	Increase - CSDRB funding based on experience across the State each year, our share was higher in prior year.
Third Party Insurance	(100,000)	Increase - more clients have private (Marketplace) insurance, since Affordable Care Act.
OWI Assessment	30,000	Decrease - lower utilization of this service.
State Fee Collections	20,000	Decrease - lower revenues generated by municipalities.
Interfund Revenue	648,326	Decrease - COP revenues no longer transferred from LTS Fund since the creation of the new Community Mental Health Grant.

Sub Category	Amount	Description
Expense Changes - impact on levy:		
Total Labor	(81,312)	Decrease of 1.11% - budgeting for vacancies for the first time.
Medical Supplies	(30,000)	Decrease - utilizing State/Federal funded programs to purchase meds for indigents.
Operating Grants	33,400	Funding to Family Services (Parent Connection, Parent Aide, HOPE) w/ Cty levy.
Community Residential Svcs	(525,000)	Eliminated this account went COP grant was eliminated. Costs now reflected in the more traditional BH categories of Nursing Home-IMD, Comm Based Res Facility, and Supported Living (shift).
Supportive Home Care	(140,000)	Eliminated this account went COP grant was eliminated. Costs now reflected in the more traditional BH categories of Nursing Home-IMD, Comm Based Res Facility, and Supported Living (shift).
Emergency Medical Care	(12,500)	Decreased for effect of Affordable Care Act and Presumptive Eligibility.
Outpatient Services	(75,000)	Decreased for effect of Affordable Care Act and Presumptive Eligibility.
General Hospital Psychiatric	(150,000)	Decreased for effect of Affordable Care Act and Presumptive Eligibility.
Residential Inpatient AODA	(50,000)	Decreased based on prior years utilization.
Specialty Inpatient Hospitals	(723,406)	Nursing Home IMD's reclassified to new account, "Nursing Home-IMD" (shift).
Supported Living	151,080	Includes costs previously in Community Residential Services (shift).
Comm Based Res Facility	200,000	Includes costs previously in Community Residential Services (shift).
Medical Detoxification	(50,000)	Decreased for effect of Affordable Care Act and Presumptive Eligibility.
Nursing Home - IMD	800,000	Created a new account for this population, to better manage the data.
Other small changes	(9,470)	Decrease in expenses.
<b>Net Increase (Decrease) - Tax Levy</b>	<b>(757,384)</b>	
<b>Tax Levy 2017</b>	<b>6,840,966</b>	

# Winnebago County Budget Detail - 2017

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 230 - Behavioral Health</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
Medicaid Title 19	42000	0	0	0	0	0	0	0	0.00%
MA Comprehensive Comm Serv	42102	650,696	429,476	913,184	837,411	1,043,000	1,043,000	1,043,000	24.55%
MA Crisis MH Srvs	42104	205,950	252,673	315,929	275,000	275,000	275,000	275,000	0.00%
Block Grnt AODA	42128	253,027	253,028	253,027	253,027	253,027	253,027	253,027	0.00%
Block Grant MI	42130	68,961	68,961	68,961	68,691	68,961	68,961	68,961	0.39%
Certified Mental Health Progra	42132	82,316	82,316	82,316	82,316	0	0	0	-100.00%
Community Mental Health	42133	0	0	0	0	834,687	834,687	834,687	100.00%
Non Resident	42134	3,480	0	0	5,000	5,000	5,000	5,000	0.00%
IMD Reg Rel	42140	186,959	186,959	186,959	186,959	0	0	0	-100.00%
MA Targeted Case Mgmt	42204	27,543	23,981	32,323	28,000	30,000	30,000	30,000	7.14%
MA CSP Funds	42206	341,344	263,923	279,163	315,000	249,999	249,999	249,999	-20.64%
MA Outpatient	42210	191,463	229,479	216,933	250,000	220,000	220,000	220,000	-12.00%
MA Inpatient	42212	277,373	337,471	107,845	280,000	158,235	158,235	158,235	-43.49%
WI Law Foundation Grant- Teen	42215	0	0	1,995	0	0	0	0	0.00%
IMD OBRA Relocations	42216	10,733	10,733	10,733	10,733	0	0	0	-100.00%
Intoxicated Driver Program	42218	52,828	0	85,371	30,000	40,000	40,000	40,000	33.33%
Drug Court Enhancement Program	42219	45,952	80,000	71,115	80,000	80,000	80,000	80,000	0.00%
Comm Svs Defct Red Bnft CSDRB	42224	331,453	307,834	598,262	310,000	450,000	450,000	450,000	45.16%
Prior Year Intergovt	42230	173,377	26,366	0	0	0	0	0	0.00%
OWI Municipality Fee	42236	24,570	31,566	25,256	30,000	30,000	30,000	30,000	0.00%
<b>Intergov Rev Subtotal:</b>		<b>2,928,026</b>	<b>2,584,766</b>	<b>3,249,372</b>	<b>3,042,137</b>	<b>3,737,909</b>	<b>3,737,909</b>	<b>3,737,909</b>	<b>22.87%</b>
<b>Public Services:</b>									
OWI Assessment Fees	45030	273,656	238,198	217,828	260,000	230,000	230,000	230,000	-11.54%
Third Party Insurance	45033	725,017	865,860	893,540	800,000	900,000	900,000	900,000	12.50%
Client Cost Shares Fees	45035	279,232	234,787	262,208	257,500	259,999	259,999	259,999	0.97%
State Fee Collections	45037	176,966	132,557	133,129	170,000	150,000	150,000	150,000	-11.76%
Prior Year Contractual	45039	16,640	(218)	32,965	0	0	0	0	0.00%
Collection Agency	45066	286,971	222,439	195,397	150,000	150,000	150,000	150,000	0.00%
<b>Public Services Subtotal:</b>		<b>1,758,481</b>	<b>1,693,623</b>	<b>1,735,067</b>	<b>1,637,500</b>	<b>1,689,999</b>	<b>1,689,999</b>	<b>1,689,999</b>	<b>3.21%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 230 - Behavioral Health</b>									
<b>Interfund Revenue:</b>									
Grant - Independent Living	62102	30,000	30,000	0	0	0	0	0	0.00%
Grant - Community Options	62104	577,924	705,355	600,000	648,326	0	0	0	-100.00%
<b>Interfund Revenue Subtotal:</b>		<b>607,924</b>	<b>735,355</b>	<b>600,000</b>	<b>648,326</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.00%</b>
<b>Total Operating Revenue:</b>		<b>5,294,432</b>	<b>5,013,743</b>	<b>5,584,439</b>	<b>5,327,963</b>	<b>5,427,908</b>	<b>5,427,908</b>	<b>5,427,908</b>	<b>1.88%</b>
<b>Misc Revenues:</b>									
Other Miscellaneous Revenues	48109	7,681	18	6	0	0	0	0	0.00%
<b>Misc Revenues Subtotal:</b>		<b>7,681</b>	<b>18</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>7,681</b>	<b>18</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Revenue Total:</b>		<b>5,302,113</b>	<b>5,013,761</b>	<b>5,584,445</b>	<b>5,327,963</b>	<b>5,427,908</b>	<b>5,427,908</b>	<b>5,427,908</b>	<b>1.88%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	4,238,949	4,580,969	4,786,606	5,198,268	5,135,802	5,135,802	5,135,802	-1.20%
Temporary Employees	51101	86,708	104,574	74,165	90,000	89,999	89,999	89,999	0.00%
Labor Fringes Match	51102	0	0	0	0	0	0	0	0.00%
Overtime	51105	8,301	8,148	12,421	10,000	11,158	11,158	11,158	11.58%
Comp Time	51108	0	0	0	0	26	26	26	100.00%
Payroll Sundry Account	51190	79	0	0	0	0	0	0	0.00%
<b>Wages Subtotal:</b>		<b>4,334,038</b>	<b>4,693,692</b>	<b>4,873,192</b>	<b>5,298,268</b>	<b>5,236,985</b>	<b>5,236,985</b>	<b>5,236,985</b>	<b>-1.16%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 230 - Behavioral Health</b>									
<b>Fringes Benefits:</b>									
FICA Medicare	51200	310,795	337,642	347,016	405,317	400,638	400,638	400,638	-1.15%
Health Insurance	51201	818,481	909,070	980,477	1,105,797	1,048,122	1,048,122	1,048,122	-5.22%
Dental Insurance	51202	52,872	60,139	62,925	71,756	66,276	66,276	66,276	-7.64%
Workers Compensation	51203	122,045	39,464	43,737	43,186	81,375	81,375	81,375	88.43%
WI Retirement	51206	272,518	309,260	317,699	341,087	349,998	349,998	349,998	2.61%
Fringe Benefits Other	51207	21,101	24,999	24,291	28,921	29,626	29,626	29,626	2.44%
<b>Fringes Benefits Subtotal:</b>		<b>1,597,811</b>	<b>1,680,573</b>	<b>1,776,145</b>	<b>1,996,064</b>	<b>1,976,035</b>	<b>1,976,035</b>	<b>1,976,035</b>	<b>-1.00%</b>
<b>Total Labor:</b>		<b>5,931,849</b>	<b>6,374,265</b>	<b>6,649,337</b>	<b>7,294,332</b>	<b>7,213,020</b>	<b>7,213,020</b>	<b>7,213,020</b>	<b>-1.11%</b>
<b>Travel:</b>									
Registration Tuition	52001	24,324	26,155	20,814	27,000	27,000	27,000	27,000	0.00%
Automobile Allowance	52002	76,267	82,249	91,209	83,000	95,000	95,000	95,000	14.46%
Commercial Travel	52004	385	598	0	3,000	3,000	2,000	2,000	-33.33%
Meals	52005	2,052	1,789	1,936	2,500	2,501	2,501	2,501	0.04%
Lodging	52006	7,253	7,963	7,025	8,500	8,499	8,499	8,499	-0.01%
Other Travel Exp	52007	105	44	206	150	148	148	148	-1.33%
Taxable Meals	52008	643	975	787	1,000	1,000	1,000	1,000	0.00%
<b>Travel Subtotal:</b>		<b>111,030</b>	<b>119,771</b>	<b>121,978</b>	<b>125,150</b>	<b>137,148</b>	<b>136,148</b>	<b>136,148</b>	<b>8.79%</b>
<b>Total Travel:</b>		<b>111,030</b>	<b>119,771</b>	<b>121,978</b>	<b>125,150</b>	<b>137,148</b>	<b>136,148</b>	<b>136,148</b>	<b>8.79%</b>
<b>Office:</b>									
Office Supplies	53000	409	49	115	100	99	99	99	-1.00%
Postage and Box Rent	53004	0	0	9	0	0	0	0	0.00%
Computer Software	53006	89	0	99	0	0	0	0	0.00%
Telephone	53008	16,693	10,591	8,102	12,000	12,001	12,001	12,001	0.01%
Long Distance	53011	0	0	0	0	0	0	0	0.00%
Voice and Data Cabling	53014	124	0	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>17,314</b>	<b>10,640</b>	<b>8,325</b>	<b>12,100</b>	<b>12,100</b>	<b>12,100</b>	<b>12,100</b>	<b>0.00%</b>



**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 230 - Behavioral Health</b>									
<b>Operating:</b>									
Advertising	53500	1,216	444	0	1,000	1,000	1,000	1,000	0.00%
Subscriptions	53501	551	1,363	1,449	1,450	1,499	1,499	1,499	3.38%
Membership Dues	53502	8,915	11,030	14,927	12,000	14,000	14,000	14,000	16.67%
Consumer Program Expenses	53510	3,989	3,463	6,829	3,500	7,501	7,501	7,501	114.31%
Education Training	53513	149	0	200	0	0	0	0	0.00%
Consumer Transportation	53514	3,553	2,155	4,665	2,500	4,500	4,500	4,500	80.00%
Household Supplies	53516	9,667	9,285	12,030	10,000	12,000	12,000	12,000	20.00%
Food	53520	31,184	29,148	34,722	30,000	33,000	33,000	33,000	10.00%
Small Equipment	53522	1,111	1,000	14,001	1,500	1,500	1,500	1,500	0.00%
Medical Supplies	53524	64,059	44,356	14,561	60,000	30,000	30,000	30,000	-50.00%
Medical Oxygen	53525	1,833	0	0	0	0	0	0	0.00%
Building Rental	53550	65,556	65,556	65,731	75,000	75,001	75,001	75,001	0.00%
Operating Licenses Fees	53553	13,121	6,679	8,457	7,000	9,000	9,000	9,000	28.57%
Taxes & Assessments	53562	70	0	0	0	0	0	0	0.00%
Operating Grants	53565	20,000	20,000	21,000	20,000	53,400	53,400	53,400	167.00%
Small Equipment Technology	53580	0	0	(67)	0	0	0	0	0.00%
<b>Operating Subtotal:</b>		<b>224,974</b>	<b>194,479</b>	<b>198,504</b>	<b>223,950</b>	<b>242,401</b>	<b>242,401</b>	<b>242,401</b>	<b>8.24%</b>
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	262	178	0	250	250	250	250	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>262</b>	<b>178</b>	<b>0</b>	<b>250</b>	<b>250</b>	<b>250</b>	<b>250</b>	<b>0.00%</b>
<b>Utilities:</b>									
Heat	54700	3,505	5,587	3,225	6,000	5,000	5,000	5,000	-16.67%
Power and Light	54701	11,862	9,107	9,792	10,000	10,000	10,000	10,000	0.00%
Water and Sewer	54702	5,179	5,083	5,502	5,500	5,750	5,750	5,750	4.55%
<b>Utilities Subtotal:</b>		<b>20,546</b>	<b>19,776</b>	<b>18,519</b>	<b>21,500</b>	<b>20,750</b>	<b>20,750</b>	<b>20,750</b>	<b>-3.49%</b>
<b>Contractual Services:</b>									
Medical and Dental	55000	48,850	47,446	37,289	80,000	45,000	45,000	45,000	-43.75%
Data Processing	55013	696	744	1,961	1,000	1,000	1,000	1,000	0.00%
Professional Service	55014	114,597	106,555	68,939	250,257	242,000	242,000	242,000	-3.30%
Collection Services	55015	67,729	55,012	44,822	36,000	34,500	34,500	34,500	-4.17%
Community Residential Svcs	55021	417,430	561,053	537,567	525,000	0	0	0	-100.00%

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 230 - Behavioral Health</b>									
Supportive Home Care	55023	122,350	139,516	207,913	140,000	0	0	0	-100.00%
Work related and Day Services	55024	1,300	0	0	1,000	500	500	500	-50.00%
Other Contract Serv	55030	22,920	33,375	26,489	12,743	30,000	30,000	30,000	135.42%
Emergency Medical Care	55031	34,805	16,932	0	25,000	12,500	12,500	12,500	-50.00%
Interpreter	55041	6,515	9,923	2,707	9,500	7,500	7,500	7,500	-21.05%
Outpatient Services	55059	229,934	126,252	75,612	225,000	150,000	150,000	150,000	-33.33%
General Hospital Psychiatric	55060	407,055	220,336	(27,118)	300,000	150,000	150,000	150,000	-50.00%
Residential Inpatient AODA	55061	448,261	340,174	410,940	450,000	400,000	400,000	400,000	-11.11%
Specialty Inpatient Hospitals	55062	1,932,493	2,244,910	1,865,835	2,042,031	1,318,625	1,318,625	1,318,625	-35.43%
Supported Employment	55063	20,000	20,000	20,000	20,000	20,000	20,000	20,000	0.00%
Supported Living	55064	36,845	11,437	12,386	24,000	175,080	175,080	175,080	629.50%
Comm Based Res Facility	55065	999,389	846,727	979,578	1,000,000	1,200,000	1,200,000	1,200,000	20.00%
Medical Detoxification	55066	211,157	29,021	(939)	100,000	50,000	50,000	50,000	-50.00%
Nursing Home - IMD	55081	0	0	0	0	800,000	800,000	800,000	100.00%
<b>Contractual Services Subtotal:</b>		<b>5,122,324</b>	<b>4,809,413</b>	<b>4,263,981</b>	<b>5,241,531</b>	<b>4,636,705</b>	<b>4,636,705</b>	<b>4,636,705</b>	<b>-11.54%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	56000	(3,043)	7,328	2,134	7,500	7,500	7,500	7,500	0.00%
<b>Insurance Expenses Subtotal:</b>		<b>(3,043)</b>	<b>7,328</b>	<b>2,134</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>0.00%</b>
<b>Total Other Operating:</b>		<b>5,382,378</b>	<b>5,041,814</b>	<b>4,491,464</b>	<b>5,506,831</b>	<b>4,919,706</b>	<b>4,919,706</b>	<b>4,919,706</b>	<b>-10.66%</b>
<b>Expense Total:</b>		<b>11,425,256</b>	<b>11,535,850</b>	<b>11,262,778</b>	<b>12,926,313</b>	<b>12,269,874</b>	<b>12,268,874</b>	<b>12,268,874</b>	<b>-5.09%</b>
<b>Behavioral Health Net/(Levy):</b>		<b>(6,123,143)</b>	<b>(6,522,089)</b>	<b>(5,678,333)</b>	<b>(7,598,350)</b>	<b>(6,841,966)</b>	<b>(6,840,966)</b>	<b>(6,840,966)</b>	<b>-9.97%</b>

## SIGNIFICANT CHANGES FROM 2016 ADOPTED - LONG TERM SUPPORT DIVISION

### MISSION STATEMENT

To discover and promote individual-directed, natural, community-based supports and services to meet identified outcomes for all persons eligible for services within the Long Term Support Division.

### HIGHLIGHTS

The Long Term Support Division shows a budget-to-budget increase in levy of \$73,195 or 1.90%.

Sub Category	Amount	Description
<b>Tax Levy 2016</b>	<b>3,848,891</b>	
Revenue Changes - impact on levy:		
CLTS - Children's Waiver	81,944	Decrease- based on current caseloads.
Aging Dis Resource Center ADRC	44,730	Decrease - based on prior year experience with eligible costs.
Family Support Program	126,074	Grant eliminated - State rolled this into a new grant - "Children Community Option".
Community Options	1,063,468	Grant eliminated - State created two separate grants, one for adults which is in the BH Fund, called " Community Mental Health", and one for children in the LTS fund, called "Children Community Options".
Children Community Options	(633,350)	Increase - This is a new grant (replaced eliminated grants).
Transportation Aid	72,244	Decrease in our reimbursement. These are Federal funds passed thru Valley Transit based on federal reimbursements rates and county resident utilization.
MA Targeted Case Mgmt	(10,818)	Increase - higher utilization, for MA eligible children not on Waivers.
Interfund Allocation of Grant Revenue	(614,529)	Decrease in grant funds allocated to other funds. No longer allocating COP revenues to BH fund, due to the State creating COP revenues specifically for Adults so can go directly to the BH fund.
Expense Changes - impact on levy:		
Total Labor	(71,286)	Decrease of 2.95% - manager and supervisory positions filled by new staff at lower salary levels.
Nutrition Programs	25,485	2.3% increase in our contracted services for meal programs for the elderly due to inflation.
Other small changes	(10,767)	
<b>Net Increase (Decrease) Tax Levy</b>	<b>73,195</b>	
<b>Tax Levy 2017</b>	<b>3,922,086</b>	

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 240 - Long Term Support</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
State Pharmact Asst Prg SPAP	42100	9,726	9,727	9,727	9,000	9,000	9,000	9,000	0.00%
CLTS - Childrens Waiver	42106	2,173,586	2,587,592	2,921,555	2,687,395	2,605,451	2,605,451	2,605,451	-3.05%
Aging Dis Resource Ctr ADRC	42112	1,639,121	1,611,433	1,632,808	1,672,730	1,628,000	1,628,000	1,628,000	-2.67%
Adult Protective Service APS	42114	144,966	144,966	144,966	144,966	144,966	144,966	144,966	0.00%
IIIE Grant	42116	64,631	58,819	58,503	64,631	60,651	60,651	60,651	-6.16%
Elderly Handicapped 85.21	42118	380,693	377,459	371,024	374,734	379,269	379,269	379,269	1.21%
Birth to Three	42122	300,856	300,856	300,856	300,856	300,856	300,856	300,856	0.00%
State Hlth Insur Asst Prg SHIP	42126	5,000	6,150	6,000	5,000	6,000	6,000	6,000	20.00%
Family Support Program	42146	115,547	126,074	132,378	126,074	0	0	0	-100.00%
Alz Family Caregiver	42152	45,183	43,968	24,961	40,680	46,502	46,502	46,502	14.31%
Elder Abuse	42160	48,861	48,861	48,861	48,861	48,861	48,861	48,861	0.00%
Community Options	42162	957,241	1,063,468	1,063,468	1,063,468	0	0	0	-100.00%
Children Community Option	42163	0	0	0	0	633,350	633,350	633,350	100.00%
IIID Grant	42172	9,676	9,085	9,086	9,086	9,086	9,086	9,086	0.00%
SS MultiPurpose	42190	131,969	125,316	125,643	125,316	125,643	125,643	125,643	0.26%
Nutr Congregate C1	42192	310,444	309,020	307,409	307,508	307,409	307,409	307,409	-0.03%
Nutr Home Delv C2	42194	99,657	97,934	98,193	97,934	98,193	98,193	98,193	0.26%
Nutr Services Incent Prog	42196	69,284	73,427	70,835	66,046	66,046	66,046	66,046	0.00%
State Senior Comm	42198	9,859	9,859	9,859	9,859	9,859	9,859	9,859	0.00%
Benefit Specialist	42200	33,438	33,438	48,703	33,438	33,438	33,438	33,438	0.00%
Transportation Aid	42202	321,745	194,712	181,811	305,000	232,756	232,756	232,756	-23.69%
MA Targeted Case Mgmt	42204	97,951	75,982	79,087	82,296	93,114	93,114	93,114	13.15%
Prior Year Intergovt	42230	144,728	224,435	30,528	0	0	0	0	0.00%
<b>Intergov Rev Subtotal:</b>		<b>7,114,163</b>	<b>7,532,581</b>	<b>7,676,261</b>	<b>7,574,878</b>	<b>6,838,450</b>	<b>6,838,450</b>	<b>6,838,450</b>	<b>-9.72%</b>
<b>Public Services:</b>									
Other Fees	45002	6,620	4,262	600	600	0	0	0	-100.00%
Client Cost Shares Fees	45035	53,302	36,862	14,483	31,355	30,802	30,802	30,802	-1.76%
Prior Year Contractual	45039	8,938	0	0	0	0	0	0	0.00%
<b>Public Services Subtotal:</b>		<b>68,860</b>	<b>41,125</b>	<b>15,083</b>	<b>31,955</b>	<b>30,802</b>	<b>30,802</b>	<b>30,802</b>	<b>-3.61%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 240 - Long Term Support</b>									
<b>Interfund Revenue:</b>									
Child Welfare Match- Levy	61100	89,875	116,331	185,000	0	0	0	0	0.00%
Grant Revenue Allocation	62000	(1,113,424)	(1,276,406)	(1,176,000)	(1,273,545)	(659,016)	(659,016)	(659,016)	-48.25%
<b>Interfund Revenue Subtotal:</b>		<b>(1,023,549)</b>	<b>(1,160,075)</b>	<b>(991,000)</b>	<b>(1,273,545)</b>	<b>(659,016)</b>	<b>(659,016)</b>	<b>(659,016)</b>	<b>-48.25%</b>
<b>Total Operating Revenue:</b>		<b>6,159,473</b>	<b>6,413,630</b>	<b>6,700,344</b>	<b>6,333,288</b>	<b>6,210,236</b>	<b>6,210,236</b>	<b>6,210,236</b>	<b>-1.94%</b>
<b>Revenue Total:</b>		<b>6,159,473</b>	<b>6,413,630</b>	<b>6,700,344</b>	<b>6,333,288</b>	<b>6,210,236</b>	<b>6,210,236</b>	<b>6,210,236</b>	<b>-1.94%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	1,574,819	1,560,768	1,606,230	1,713,248	1,638,826	1,638,826	1,638,826	-4.34%
Temporary Employees	51101	0	28,268	13,638	0	13,638	13,638	13,638	100.00%
Labor Fringes Match	51102	1,908	0	0	0	0	0	0	0.00%
Overtime	51105	1,805	2,051	1,468	3,207	3,207	3,207	3,207	0.00%
Comp Time	51108	14,006	14,579	10,771	26,998	15,000	15,000	15,000	-44.44%
<b>Wages Subtotal:</b>		<b>1,592,538</b>	<b>1,605,666</b>	<b>1,632,106</b>	<b>1,743,453</b>	<b>1,670,671</b>	<b>1,670,671</b>	<b>1,670,671</b>	<b>-4.17%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	116,052	117,831	119,729	133,375	127,807	127,807	127,807	-4.17%
Health Insurance	51201	261,211	290,285	324,878	372,267	372,933	372,933	372,933	0.18%
Dental Insurance	51202	21,076	23,570	25,954	26,004	26,393	26,393	26,393	1.50%
Workers Compensation	51203	44,948	13,688	16,917	13,551	22,359	22,359	22,359	65.00%
WI Retirement	51206	103,849	110,392	105,501	115,071	112,683	112,683	112,683	-2.08%
Fringe Benefits Other	51207	8,461	8,561	9,016	9,593	9,179	9,179	9,179	-4.32%
<b>Fringes Benefits Subtotal:</b>		<b>555,597</b>	<b>564,326</b>	<b>601,995</b>	<b>669,861</b>	<b>671,354</b>	<b>671,354</b>	<b>671,354</b>	<b>0.22%</b>
<b>Total Labor:</b>		<b>2,148,135</b>	<b>2,169,992</b>	<b>2,234,102</b>	<b>2,413,314</b>	<b>2,342,025</b>	<b>2,342,025</b>	<b>2,342,025</b>	<b>-2.95%</b>

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 240 - Long Term Support</b>									
<b>Travel:</b>									
Registration Tuition	52001	3,736	3,055	3,395	3,800	3,800	3,800	3,800	0.00%
Automobile Allowance	52002	47,121	44,499	52,316	50,000	52,839	52,839	52,839	5.68%
Meals	52005	369	457	601	550	601	601	601	9.27%
Lodging	52006	1,670	2,465	2,524	3,000	3,000	3,000	3,000	0.00%
Other Travel Exp	52007	72	20	47	50	50	50	50	-0.02%
Taxable Meals	52008	451	374	439	500	500	500	500	0.00%
<b>Travel Subtotal:</b>		<b>53,420</b>	<b>50,870</b>	<b>59,321</b>	<b>57,900</b>	<b>60,790</b>	<b>60,790</b>	<b>60,790</b>	<b>4.99%</b>
<b>Total Travel:</b>									
		<b>53,420</b>	<b>50,870</b>	<b>59,321</b>	<b>57,900</b>	<b>60,790</b>	<b>60,790</b>	<b>60,790</b>	<b>4.99%</b>
<b>Office:</b>									
Office Supplies	53000	783	995	595	1,223	1,223	1,223	1,223	0.00%
Print Duplicate	53003	226	62	0	154	0	0	0	-100.00%
Computer Software	53006	0	0	0	5,000	5,000	5,000	5,000	0.00%
Telephone	53008	167	1,963	3,818	2,502	2,600	2,600	2,600	3.92%
Long Distance	53011	0	0	0	0	0	0	0	0.00%
Wireless	53012	442	302	0	0	250	250	250	100.00%
<b>Office Subtotal:</b>		<b>1,618</b>	<b>3,322</b>	<b>4,413</b>	<b>8,879</b>	<b>9,073</b>	<b>9,073</b>	<b>9,073</b>	<b>2.18%</b>
<b>Operating:</b>									
Advertising	53500	9,272	23,846	11,379	24,323	24,300	24,300	24,300	-0.10%
Membership Dues	53502	436	697	1,052	1,275	1,275	1,275	1,275	0.00%
Registration Tuition Other	53509	0	355	0	428	0	0	0	-100.00%
Consumer Program Expenses	53510	47,573	55,964	52,083	68,861	59,000	59,000	59,000	-14.32%
Consumer Outreach	53511	133,116	122,510	148,455	149,247	156,622	156,622	156,622	4.94%
Consumer Transportation	53514	8,266	8,536	8,972	8,707	9,151	9,151	9,151	5.10%
Food	53520	0	2	478	0	0	0	0	0.00%
Medical Supplies	53524	0	96	0	0	0	0	0	0.00%
Automobile Allowance-Other	53538	3,589	7,720	7,451	9,896	10,094	10,094	10,094	2.00%
Meals Other	53541	122	342	246	500	500	500	500	0.00%
Auto Allowance Taxable	53546	10,895	23,160	23,097	27,703	28,257	28,257	28,257	2.00%
Building Rental	53550	38,400	28,800	0	0	0	0	0	0.00%
Operating Grants	53565	3,958	4,687	4,648	4,781	4,781	4,781	4,781	0.00%
Family Care Contribution	53567	3,059,619	2,082,956	1,594,624	1,594,623	1,594,623	1,594,623	1,594,623	0.00%
<b>Operating Subtotal:</b>		<b>3,315,245</b>	<b>2,359,670</b>	<b>1,852,485</b>	<b>1,890,344</b>	<b>1,888,603</b>	<b>1,888,603</b>	<b>1,888,603</b>	<b>-0.09%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 240 - Long Term Support</b>									
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	44	23	0	0	0	0	0	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>44</b>	<b>23</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Utilities:</b>									
Heat	54700	0	70	0	0	0	0	0	0.00%
Power and Light	54701	0	148	0	0	0	0	0	0.00%
Water and Sewer	54702	0	7	0	0	0	0	0	0.00%
<b>Utilities Subtotal:</b>		<b>0</b>	<b>225</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Contractual Services:</b>									
Medical and Dental	55000	67,015	67,200	58,858	59,292	58,378	58,378	58,378	-1.54%
Building Repairs	55008	330	14,070	0	0	0	0	0	0.00%
Professional Service	55014	4,820	13,660	18,826	13,934	25,000	25,000	25,000	79.42%
Community Residential Svcs	55021	369,157	234,242	260,344	376,775	265,551	265,551	265,551	-29.52%
Community Treatment	55022	1,059,491	1,189,562	1,692,457	1,213,353	1,250,599	1,250,599	1,250,599	3.07%
Supportive Home Care	55023	404,692	446,009	451,174	454,929	460,197	460,197	460,197	1.16%
Work related and Day Services	55024	2,379	1,816	6,028	1,852	6,149	6,149	6,149	231.96%
Specialized Transportation	55027	663,233	687,075	679,647	716,097	746,266	746,266	746,266	4.21%
Other Contract Serv	55030	283	0	0	7,500	0	0	0	-100.00%
Interpreter	55041	497	1,515	3,616	1,400	8,000	8,000	8,000	471.43%
Nutrition Programs	55053	957,221	1,030,747	1,064,087	1,107,731	1,133,216	1,133,216	1,133,216	2.30%
Specialty Inpatient Hospitals	55062	25,101	0	0	0	0	0	0	0.00%
Supported Living	55064	919,010	938,711	1,134,048	1,151,285	1,156,729	1,156,729	1,156,729	0.47%
Birth 3 Early Intervention	55067	669,050	685,271	698,923	707,594	721,746	721,746	721,746	2.00%
Prior Year Community Treatment	55080	396	0	0	0	0	0	0	0.00%
<b>Contractual Services Subtotal:</b>		<b>5,142,675</b>	<b>5,309,879</b>	<b>6,068,007</b>	<b>5,811,742</b>	<b>5,831,831</b>	<b>5,831,831</b>	<b>5,831,831</b>	<b>0.35%</b>
<b>Total Other Operating:</b>		<b>8,459,581</b>	<b>7,673,119</b>	<b>7,924,905</b>	<b>7,710,965</b>	<b>7,729,507</b>	<b>7,729,507</b>	<b>7,729,507</b>	<b>0.24%</b>
<b>Expense Total:</b>		<b>10,661,137</b>	<b>9,893,982</b>	<b>10,218,328</b>	<b>10,182,179</b>	<b>10,132,322</b>	<b>10,132,322</b>	<b>10,132,322</b>	<b>-0.49%</b>
<b>Long Term Support Net/(Levy):</b>		<b>(4,501,664)</b>	<b>(3,480,351)</b>	<b>(3,517,983)</b>	<b>(3,848,891)</b>	<b>(3,922,086)</b>	<b>(3,922,086)</b>	<b>(3,922,086)</b>	<b>1.90%</b>

## SIGNIFICANT CHANGES FROM 2016 ADOPTED - ECONOMIC SUPPORT DIVISION

### MISSION STATEMENT

To provide mandated services and benefits to all eligible residents of Winnebago County as promptly, accurately and efficiently as possible.

### HIGHLIGHTS

The Economic Support Division shows a budget to budget increase in levy of \$353,871 or 71.54%.

Sub Category	Amount	Description
<b>Tax Levy 2016</b>	<b>494,661</b>	
Revenue Changes - impact on levy:		
PPACA (Affordable Care Act)	145,086	Decrease - PPACA was a time limited funding stream, reducing over time, to offset costs associated with the Affordable Care Act.
Fraud	(12,281)	Increased funding for fraud investigations, work performed by contract agency.
Income Maintenance	(206,913)	Increase - IM revenues higher due to more expenses not covered under PPACA, so eligible for 50% reimbursement under IM.
Food Share Employ Train FSET	161,681	Decrease -FSET program has been regionalized, though we still do the eligibility.
Interfund Grant Revenue Allocation	69,582	ESD fund allocation of administrative funds to the ADM fund.
Expense Changes - impact on levy:		
Total Labor	230,788	9.59% Increase, labor is adjusted according to the new compensation study and one new FTE (replacing two part-time project positions).
Medical and Dental	(9,500)	Decrease - due to reduction in grant funds for the Living Healthy Oshkosh Clinic.
Emergency Energy Services	(20,000)	Decrease to contract, based on prior year expenditure levels.
Other Small Changes	(4,572)	
<b>Net Increase (Decrease) Tax Levy</b>	<b>353,871</b>	
<b>Tax Levy 2017</b>	<b>848,532</b>	



# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 250 - Economic Support</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
Patient Prt Affrd Care PPACA	42101	187,540	330,954	355,862	325,421	180,335	180,335	180,335	-44.58%
Fraud	42136	16,958	18,962	18,162	22,489	34,770	34,770	34,770	54.61%
Other State Adjustments	42148	95,774	96,731	14,145	12,000	15,000	15,000	15,000	25.00%
Income Maint Admin	42168	1,663,634	1,641,252	1,877,035	1,778,982	1,985,895	1,985,895	1,985,895	11.63%
Low Inc Energy Asst Prg LIEAP	42176	258,422	296,760	356,305	354,000	334,000	334,000	334,000	-5.65%
Child Care Administration	42188	310,323	367,294	370,340	375,000	395,548	395,548	395,548	5.48%
Prior Year Intergovt	42230	4,804	1,662	4,558	0	0	0	0	0.00%
Food Share Employ Train FSET	42232	94,496	91,615	19,788	161,681	0	0	0	-100.00%
<b>Intergov Rev Subtotal:</b>		<b>2,631,950</b>	<b>2,845,231</b>	<b>3,016,196</b>	<b>3,029,573</b>	<b>2,945,548</b>	<b>2,945,548</b>	<b>2,945,548</b>	<b>-2.77%</b>
<b>Public Services:</b>									
Other Fees	45002	1,110	940	0	0	0	0	0	0.00%
W2 Loans Repayment	45058	810	0	0	0	0	0	0	0.00%
<b>Public Services Subtotal:</b>		<b>1,920</b>	<b>940</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Intergov Services:</b>									
Incentives	43009	9,839	13,034	13,692	12,000	14,000	14,000	14,000	16.67%
<b>Intergov Services Subtotal:</b>		<b>9,839</b>	<b>13,034</b>	<b>13,692</b>	<b>12,000</b>	<b>14,000</b>	<b>14,000</b>	<b>14,000</b>	<b>16.67%</b>
<b>Interfund Revenue:</b>									
Grant Revenue Allocation	62000	(504,000)	(500,000)	(572,208)	(498,554)	(568,136)	(568,136)	(568,136)	13.96%
<b>Interfund Revenue Subtotal:</b>		<b>(504,000)</b>	<b>(500,000)</b>	<b>(572,208)</b>	<b>(498,554)</b>	<b>(568,136)</b>	<b>(568,136)</b>	<b>(568,136)</b>	<b>13.96%</b>
<b>Total Operating Revenue:</b>		<b>2,139,709</b>	<b>2,359,204</b>	<b>2,457,680</b>	<b>2,543,019</b>	<b>2,391,412</b>	<b>2,391,412</b>	<b>2,391,412</b>	<b>-5.96%</b>
<b>Revenue Total:</b>		<b>2,139,709</b>	<b>2,359,204</b>	<b>2,457,680</b>	<b>2,543,019</b>	<b>2,391,412</b>	<b>2,391,412</b>	<b>2,391,412</b>	<b>-5.96%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 250 - Economic Support</b>									
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	1,451,394	1,544,106	1,572,496	1,584,296	1,716,089	1,716,089	1,716,089	8.32%
Temporary Employees	51101	9,477	13,516	10,384	7,200	10,500	10,500	10,500	45.83%
Overtime	51105	14,507	42,908	34,341	30,099	35,001	35,001	35,001	16.29%
Comp Time	51108	9,327	5,621	3,390	7,000	6,000	6,000	6,000	-14.29%
<b>Wages Subtotal:</b>		<b>1,484,705</b>	<b>1,606,152</b>	<b>1,620,612</b>	<b>1,628,595</b>	<b>1,767,590</b>	<b>1,767,590</b>	<b>1,767,590</b>	<b>8.53%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	106,759	116,121	116,574	124,587	135,220	135,220	135,220	8.53%
Health Insurance	51201	399,217	427,878	493,903	500,491	569,485	569,485	569,485	13.79%
Dental Insurance	51202	28,464	32,009	32,556	36,139	31,742	31,742	31,742	-12.17%
Workers Compensation	51203	7,350	2,642	6,589	1,286	4,080	4,080	4,080	217.26%
WI Retirement	51206	96,593	110,500	103,720	107,012	119,483	119,483	119,483	11.65%
Fringe Benefits Other	51207	7,090	7,604	8,136	8,371	9,669	9,669	9,669	15.51%
<b>Fringes Benefits Subtotal:</b>		<b>645,472</b>	<b>696,754</b>	<b>761,479</b>	<b>777,886</b>	<b>869,679</b>	<b>869,679</b>	<b>869,679</b>	<b>11.80%</b>
<b>Total Labor:</b>		<b>2,130,177</b>	<b>2,302,906</b>	<b>2,382,091</b>	<b>2,406,481</b>	<b>2,637,269</b>	<b>2,637,269</b>	<b>2,637,269</b>	<b>9.59%</b>
<b>Travel:</b>									
Registration Tuition	52001	819	893	1,567	1,100	2,000	2,000	2,000	81.82%
Automobile Allowance	52002	6,283	6,052	7,953	7,500	8,500	8,500	8,500	13.33%
Meals	52005	204	299	171	350	350	350	350	0.00%
Lodging	52006	560	936	386	1,000	1,000	1,000	1,000	0.00%
Other Travel Exp	52007	29	58	20	100	100	100	100	-0.01%
Taxable Meals	52008	237	315	245	400	425	425	425	6.25%
<b>Travel Subtotal:</b>		<b>8,133</b>	<b>8,553</b>	<b>10,343</b>	<b>10,450</b>	<b>12,375</b>	<b>12,375</b>	<b>12,375</b>	<b>18.42%</b>
<b>Total Travel:</b>		<b>8,133</b>	<b>8,553</b>	<b>10,343</b>	<b>10,450</b>	<b>12,375</b>	<b>12,375</b>	<b>12,375</b>	<b>18.42%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 250 - Economic Support</b>									
<b>Office:</b>									
Print Duplicate	53003	286	0	0	500	500	500	500	0.00%
Telephone	53008	7	13	0	25	0	0	0	-100.00%
<b>Office Subtotal:</b>		<b>293</b>	<b>13</b>	<b>0</b>	<b>525</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>-4.76%</b>
<b>Operating:</b>									
Advertising	53500	23	0	0	0	0	0	0	0.00%
Consumer Program Expenses	53510	5,642	7,799	3,091	0	0	0	0	0.00%
Consumer Transportation	53514	7,581	9,881	2,626	0	0	0	0	0.00%
Food	53520	0	302	16	300	300	300	300	0.00%
Operating Grants	53565	0	0	0	10,000	10,000	10,000	10,000	0.00%
<b>Operating Subtotal:</b>		<b>13,246</b>	<b>17,982</b>	<b>5,733</b>	<b>10,300</b>	<b>10,300</b>	<b>10,300</b>	<b>10,300</b>	<b>0.00%</b>
<b>Contractual Services:</b>									
Medical and Dental	55000	157,601	158,608	134,493	110,000	85,500	100,500	100,500	-8.64%
Transportation	55026	8,845	13,375	3,175	0	0	0	0	0.00%
Other Contract Serv	55030	92,318	102,840	108,696	0	0	0	0	0.00%
Child Day Care	55036	0	0	0	15,437	15,000	15,000	15,000	-2.83%
Interpreter	55041	13,792	18,023	18,755	22,000	22,000	22,000	22,000	0.00%
Other State Adjustments	55044	7,517	9,644	2,727	10,000	6,000	6,000	6,000	-40.00%
Contracted Case Mgmt	55068	0	0	0	102,487	106,000	106,000	106,000	3.43%
Emergency Energy Services	55079	253,404	291,671	351,794	350,000	330,000	330,000	330,000	-5.71%
<b>Contractual Services Subtotal:</b>		<b>533,476</b>	<b>594,161</b>	<b>619,640</b>	<b>609,924</b>	<b>564,500</b>	<b>579,500</b>	<b>579,500</b>	<b>-4.99%</b>
<b>Total Other Operating:</b>		<b>547,015</b>	<b>612,157</b>	<b>625,373</b>	<b>620,749</b>	<b>575,300</b>	<b>590,300</b>	<b>590,300</b>	<b>-4.91%</b>
<b>Expense Total:</b>		<b>2,685,325</b>	<b>2,923,615</b>	<b>3,017,807</b>	<b>3,037,680</b>	<b>3,224,944</b>	<b>3,239,944</b>	<b>3,239,944</b>	<b>6.66%</b>
<b>Economic Support Net/(Levy):</b>		<b>(545,616)</b>	<b>(564,411)</b>	<b>(560,126)</b>	<b>(494,661)</b>	<b>(833,532)</b>	<b>(848,532)</b>	<b>(848,532)</b>	<b>71.54%</b>

## SIGNIFICANT CHANGES FROM 2016 ADOPTED - CHILD WELFARE DIVISION

### MISSION STATEMENT

To ensure the safety and well-being of the community, in accordance with federal and state mandates, by assisting children and families to utilize their strengths and community resources.

### HIGHLIGHTS

The Child Welfare Division shows a budget-to-budget increase in the levy of \$239,402 or 2.10%.

Sub Category	Amount	Description
<b>Tax Levy 2016</b>	<b>11,401,613</b>	
Revenue Changes - impact on levy:		
Post Reunification Program	(153,000)	Growing utilization of this new grant which promotes family stability when returning children home.
Expense Changes - impact on levy:		
Total Labor	239,400	Increase, 4.11%, for merit pay and health insurance increases.
Consumer Program Expenses	183,530	Increase is related to the growing # of eligible CW families for Post Reunification funded expenses.
Consumer Transportation	43,582	Increase is related to the growing # of eligible CW families for Post Reunification funded expenses.
Child Foster Care	(200,000)	Decrease due to new "In Home Safety Program" implementation.
Child Residential Care Centers	(155,000)	Decrease due to new "In Home Safety Program" implementation.
Secure Juvenile Detention	17,000	Increase in recent years as a result of higher utilization of 72 hour holds for juveniles that violate court ordered rules.
Youth Wrap Around Services	515,553	Increase primarily due to the new "In Home Safety Program" (PSG) and Macht wrap-around services.
Juvenile Shelter Care	(109,700)	Decrease - new provider is now established and so costs coming down.
Juvenile Correctional Institute	(148,003)	Decrease due to less utilization in prior year.
Other Small Changes	6,040	
<b>Net Increase (Decrease) Tax Levy</b>	<b>239,402</b>	
<b>Tax Levy 2017</b>	<b>11,641,015</b>	

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 260 - Child Welfare</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
MA Comprehensive Comm Serv	42102	30,395	30,881	90,711	0	0	0	0	0.00%
MA Crisis MH Srvs	42104	12,528	27,495	26,165	29,500	29,500	29,500	29,500	0.00%
Early Intervention Grant	42138	0	0	0	42,500	42,500	42,500	42,500	0.00%
Adam Walsh FringerPrint	42144	2,500	2,037	3,094	0	0	0	0	0.00%
Youth Aids	42154	1,676,058	1,548,776	1,524,265	1,482,173	1,501,170	1,501,170	1,501,170	1.28%
Youth Aids AODA	42156	23,099	35,932	33,198	34,000	34,000	34,000	34,000	0.00%
Juvenile Justice Early Interv	42157	0	0	42,500	0	0	0	0	0.00%
Independ Living ETV	42158	42,368	49,617	46,950	0	0	0	0	0.00%
Safe & Stable Families	42164	57,103	57,103	57,103	57,103	57,103	57,103	57,103	0.00%
Kinship Care Grant	42166	485,285	463,955	471,832	473,000	473,000	473,000	473,000	0.00%
Community Intervention YAPO	42174	87,573	78,195	74,445	73,160	73,160	73,160	73,160	0.00%
Regional Foster Care Training	42220	2,052	3,148	2,857	3,100	3,100	3,100	3,100	0.00%
Brighter Futures	42222	196,952	196,952	32,825	0	0	0	0	0.00%
Health Checks	42228	22,084	19,887	2,663	21,100	0	0	0	-100.00%
Prior Year Intergovt	42230	21,920	1	0	0	0	0	0	0.00%
TPR Adoption Federal	42234	49,493	54,755	62,063	59,500	59,500	59,500	59,500	0.00%
Post Reunification Program	42242	0	26,588	113,556	57,000	210,000	210,000	210,000	268.42%
<b>Intergov Rev Subtotal:</b>		<b>2,709,410</b>	<b>2,595,322</b>	<b>2,584,227</b>	<b>2,332,136</b>	<b>2,483,033</b>	<b>2,483,033</b>	<b>2,483,033</b>	<b>6.47%</b>
<b>Public Services:</b>									
Client Cost Shares Fees	45035	234,305	201,733	238,562	215,000	220,001	220,001	220,001	2.33%
Prior Year Contractual	45039	5,384	81,806	10,484	0	0	0	0	0.00%
Child Support	45041	218,025	223,477	252,364	225,000	230,000	230,000	230,000	2.22%
Child Welfare Reimbursement	45062	4,561	2,060	5,724	3,000	3,000	3,000	3,000	0.00%
Collection Agency	45066	79,067	77,490	74,085	80,300	80,300	80,300	80,300	0.00%
<b>Public Services Subtotal:</b>		<b>541,341</b>	<b>586,566</b>	<b>581,219</b>	<b>523,300</b>	<b>533,301</b>	<b>533,301</b>	<b>533,301</b>	<b>1.91%</b>
<b>Interfund Revenue:</b>									
Grant Revenue Allocation	62000	(119,875)	(146,331)	(185,000)	0	0	0	0	0.00%
<b>Interfund Revenue Subtotal:</b>		<b>(119,875)</b>	<b>(146,331)</b>	<b>(185,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Operating Revenue:</b>		<b>3,130,877</b>	<b>3,035,557</b>	<b>2,980,446</b>	<b>2,855,436</b>	<b>3,016,334</b>	<b>3,016,334</b>	<b>3,016,334</b>	<b>5.63%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 260 - Child Welfare</b>									
<b>Misc Revenues:</b>									
Other Miscellaneous Revenues	48109	262	35	50	0	0	0	0	0.00%
<b>Misc Revenues Subtotal:</b>		<b>262</b>	<b>35</b>	<b>50</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>262</b>	<b>35</b>	<b>50</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Revenue Total:</b>		<b>3,131,139</b>	<b>3,035,592</b>	<b>2,980,496</b>	<b>2,855,436</b>	<b>3,016,334</b>	<b>3,016,334</b>	<b>3,016,334</b>	<b>5.63%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	3,971,451	3,835,452	4,011,902	4,094,120	4,117,189	4,117,189	4,117,189	0.56%
Temporary Employees	51101	7,885	15,050	41,423	22,100	86,450	86,450	86,450	291.18%
Labor Fringes Match	51102	0	0	0	0	0	0	0	0.00%
Overtime	51105	66,206	78,629	97,761	73,900	72,743	72,743	72,743	-1.57%
Comp Time	51108	76,273	40,564	36,151	62,001	61,974	61,974	61,974	-0.04%
<b>Wages Subtotal:</b>		<b>4,121,815</b>	<b>3,969,694</b>	<b>4,187,237</b>	<b>4,252,121</b>	<b>4,338,356</b>	<b>4,338,356</b>	<b>4,338,356</b>	<b>2.03%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	299,698	290,903	308,007	325,288	331,891	331,891	331,891	2.03%
Health Insurance	51201	867,573	795,995	870,911	851,254	965,949	965,949	965,949	13.47%
Dental Insurance	51202	55,505	52,892	55,734	64,321	57,007	57,007	57,007	-11.37%
Workers Compensation	51203	109,320	31,435	41,666	30,132	59,227	59,227	59,227	96.56%
WI Retirement	51206	269,547	274,824	270,904	279,182	289,137	289,137	289,137	3.57%
Fringe Benefits Other	51207	19,818	19,906	20,533	22,926	23,057	23,057	23,057	0.57%
<b>Fringes Benefits Subtotal:</b>		<b>1,621,460</b>	<b>1,465,954</b>	<b>1,567,755</b>	<b>1,573,103</b>	<b>1,726,268</b>	<b>1,726,268</b>	<b>1,726,268</b>	<b>9.74%</b>
<b>Total Labor:</b>		<b>5,743,275</b>	<b>5,435,649</b>	<b>5,754,992</b>	<b>5,825,224</b>	<b>6,064,624</b>	<b>6,064,624</b>	<b>6,064,624</b>	<b>4.11%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 260 - Child Welfare</b>									
<b>Travel:</b>									
Registration Tuition	52001	10,293	11,863	11,965	13,100	13,100	13,100	13,100	0.00%
Automobile Allowance	52002	158,767	171,712	175,158	175,500	183,000	183,000	183,000	4.27%
Meals	52005	1,061	1,496	1,541	2,100	2,100	2,100	2,100	0.00%
Lodging	52006	3,824	5,893	7,091	6,500	7,200	7,200	7,200	10.77%
Other Travel Exp	52007	42	172	33	200	200	200	200	0.00%
Taxable Meals	52008	1,410	1,631	1,675	1,790	1,790	1,790	1,790	0.00%
<b>Travel Subtotal:</b>		<b>175,396</b>	<b>192,767</b>	<b>197,463</b>	<b>199,190</b>	<b>207,390</b>	<b>207,390</b>	<b>207,390</b>	<b>4.12%</b>
<b>Total Travel:</b>									
		<b>175,396</b>	<b>192,767</b>	<b>197,463</b>	<b>199,190</b>	<b>207,390</b>	<b>207,390</b>	<b>207,390</b>	<b>4.12%</b>
<b>Office:</b>									
Print Duplicate	53003	0	0	5	0	0	0	0	0.00%
Telephone	53008	632	348	403	600	600	600	600	0.00%
<b>Office Subtotal:</b>		<b>632</b>	<b>348</b>	<b>408</b>	<b>600</b>	<b>600</b>	<b>600</b>	<b>600</b>	<b>0.00%</b>
<b>Operating:</b>									
Advertising	53500	5,402	3,095	1,039	5,550	5,550	5,550	5,550	0.00%
Subscriptions	53501	0	0	275	0	0	0	0	0.00%
Membership Dues	53502	8,150	8,150	8,150	8,150	8,150	8,150	8,150	0.00%
Publish Legal Notices	53503	242	1,396	1,202	1,500	1,500	1,500	1,500	0.00%
Misc Child Welfare Prog Exps	53506	0	0	1,201	0	0	0	0	0.00%
Foster Care Banquet	53507	0	1,450	860	2,700	2,700	2,700	2,700	0.00%
Emergency Rent Assistance	53508	34,284	36,127	49,532	43,500	48,500	48,500	48,500	11.49%
Registration Tuition Other	53509	8,953	10,089	7,099	10,000	10,000	10,000	10,000	0.00%
Consumer Program Expenses	53510	73,990	102,295	158,530	125,000	308,530	308,530	308,530	146.82%
Consumer Transportation	53514	61,536	90,110	112,582	102,000	145,582	145,582	145,582	42.73%
Household Supplies	53516	0	0	1,940	0	0	0	0	0.00%
Food	53520	33	142	126	100	100	100	100	0.00%
Building Rental	53550	27,240	27,240	27,240	27,240	27,240	27,240	27,240	0.00%
Equipment Rental	53551	36,977	40,559	39,418	42,000	42,000	42,000	42,000	0.00%
Bad Debts Expense	53561	73,597	11,983	1,217	10,000	10,000	10,000	10,000	0.00%
Operating Grants	53565	147,294	152,444	66,525	0	0	0	0	0.00%
Office Supplies	73000	452	36	0	100	100	100	100	0.00%
Legal Fees	73041	92	576	783	500	500	500	500	0.00%
<b>Operating Subtotal:</b>		<b>478,243</b>	<b>485,691</b>	<b>477,719</b>	<b>378,340</b>	<b>610,452</b>	<b>610,452</b>	<b>610,452</b>	<b>61.35%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 260 - Child Welfare</b>									
<b>Utilities:</b>									
Power and Light	54701	0	0	1,828	0	0	0	0	0.00%
<b>Utilities Subtotal:</b>		<b>0</b>	<b>0</b>	<b>1,828</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Contractual Services:</b>									
Medical and Dental	55000	40,251	33,405	32,373	37,500	37,500	37,500	37,500	0.00%
Vehicle Repairs	55005	0	0	6,598	0	0	0	0	0.00%
Professional Service	55014	82,139	86,264	108,641	90,000	90,000	90,000	90,000	0.00%
Collection Services	55015	16,113	16,055	14,731	18,000	16,060	16,060	16,060	-10.78%
Supervised Family Visitation	55025	168,396	169,326	184,946	184,900	184,900	184,900	184,900	0.00%
Other Contract Serv	55030	58,492	0	0	0	0	0	0	0.00%
Respite Care	55032	60,753	75,615	82,025	85,900	90,000	90,000	90,000	4.77%
Receiving Home Bed Hold	55033	15,612	13,212	13,668	15,000	15,000	15,000	15,000	0.00%
Recruitment Non Staff	55034	400	700	340	2,000	2,000	2,000	2,000	0.00%
Foster Care Recog Retention	55035	1,604	2,064	3,515	2,100	3,000	3,000	3,000	42.86%
Child Day Care	55036	41,206	53,139	64,364	58,000	65,000	65,000	65,000	12.07%
Mentoring	55039	32,707	34,172	98,354	331,422	320,000	320,000	320,000	-3.45%
Counseling Consumer/Family	55040	104,186	105,274	117,885	30,000	30,000	30,000	30,000	0.00%
Interpreter	55041	6,491	5,648	3,426	6,300	6,300	6,300	6,300	0.00%
Child Foster Care	55045	1,539,181	1,876,374	1,831,004	1,895,000	1,695,000	1,695,000	1,695,000	-10.55%
Group Homes	55046	1,130,159	974,477	1,306,811	1,195,000	1,195,000	1,195,000	1,195,000	0.00%
Child Residential Care Centers	55047	1,151,129	846,741	622,216	925,000	770,000	770,000	770,000	-16.76%
Kinship Care	55052	460,091	425,032	433,163	438,000	438,000	438,000	438,000	0.00%
Adoption Assessments	55057	3,130	2,890	3,440	3,750	3,750	3,750	3,750	0.00%
Truancy Intervention Preventio	55058	63,394	64,196	61,927	65,900	67,500	67,500	67,500	2.43%
Secure Juvenile Detention	55070	395,883	260,790	305,735	273,000	290,000	290,000	290,000	6.23%
Family Training Skills	55071	639,456	651,027	618,818	665,600	665,600	665,600	665,600	0.00%
Youth Wrap Around Services	55072	726,450	765,145	389,791	144,447	660,000	660,000	660,000	356.91%
Alternative School	55073	66,365	78,655	70,158	85,000	85,000	85,000	85,000	0.00%
Juvenile Shelter Care	55075	627,763	1,044,407	782,891	809,700	700,000	700,000	700,000	-13.55%
Juvenile Restitution	55076	365	470	879	500	1,000	1,000	1,000	100.00%
Juvenile Correctional Institut	55078	34,839	452,367	355,015	480,976	332,973	332,973	332,973	-30.77%
Medical and Dental	75000	186	465	279	500	500	500	500	0.00%
Building Rental	75042	10,200	10,200	10,200	10,200	10,200	10,200	10,200	0.00%
<b>Contractual Services Subtotal:</b>		<b>7,476,941</b>	<b>8,048,111</b>	<b>7,523,193</b>	<b>7,853,695</b>	<b>7,774,283</b>	<b>7,774,283</b>	<b>7,774,283</b>	<b>-1.01%</b>
<b>Total Other Operating:</b>									
		<b>7,955,816</b>	<b>8,534,150</b>	<b>8,003,148</b>	<b>8,232,635</b>	<b>8,385,335</b>	<b>8,385,335</b>	<b>8,385,335</b>	<b>1.85%</b>



**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
Division - 260 - Child Welfare									
Expense Total:		13,874,487	14,162,565	13,955,603	14,257,049	14,657,349	14,657,349	14,657,349	2.81%
Child Welfare Net/(Levy):		(10,743,348)	(11,126,974)	(10,975,107)	(11,401,613)	(11,641,015)	(11,641,015)	(11,641,015)	2.10%

# PARK VIEW HEALTH CENTER

Park View Fund: 530  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: Marleah Keuler  
LOCATION: Winnebago County  
Park View Health Center  
725 Butler Avenue  
Oshkosh, WI 54901-8149

TELEPHONE: 237-6900

## MISSION STATEMENT:

Park View Health Center is a county owned skilled nursing facility dedicated to providing services to residents of the Winnebago County community in need of long-term care, short-term rehabilitative care and specialized behavioral services.

## PROGRAM DESCRIPTION:

NURSING Provides specialized quality care for residents with long and short-term needs.

ACTIVITIES/VOLUNTEER SERVICES Provides an ongoing program of resident activities that meets the interests and well being of each resident. Coordinates volunteers to assist in providing resident activities and to facilitate quality of life for residents.

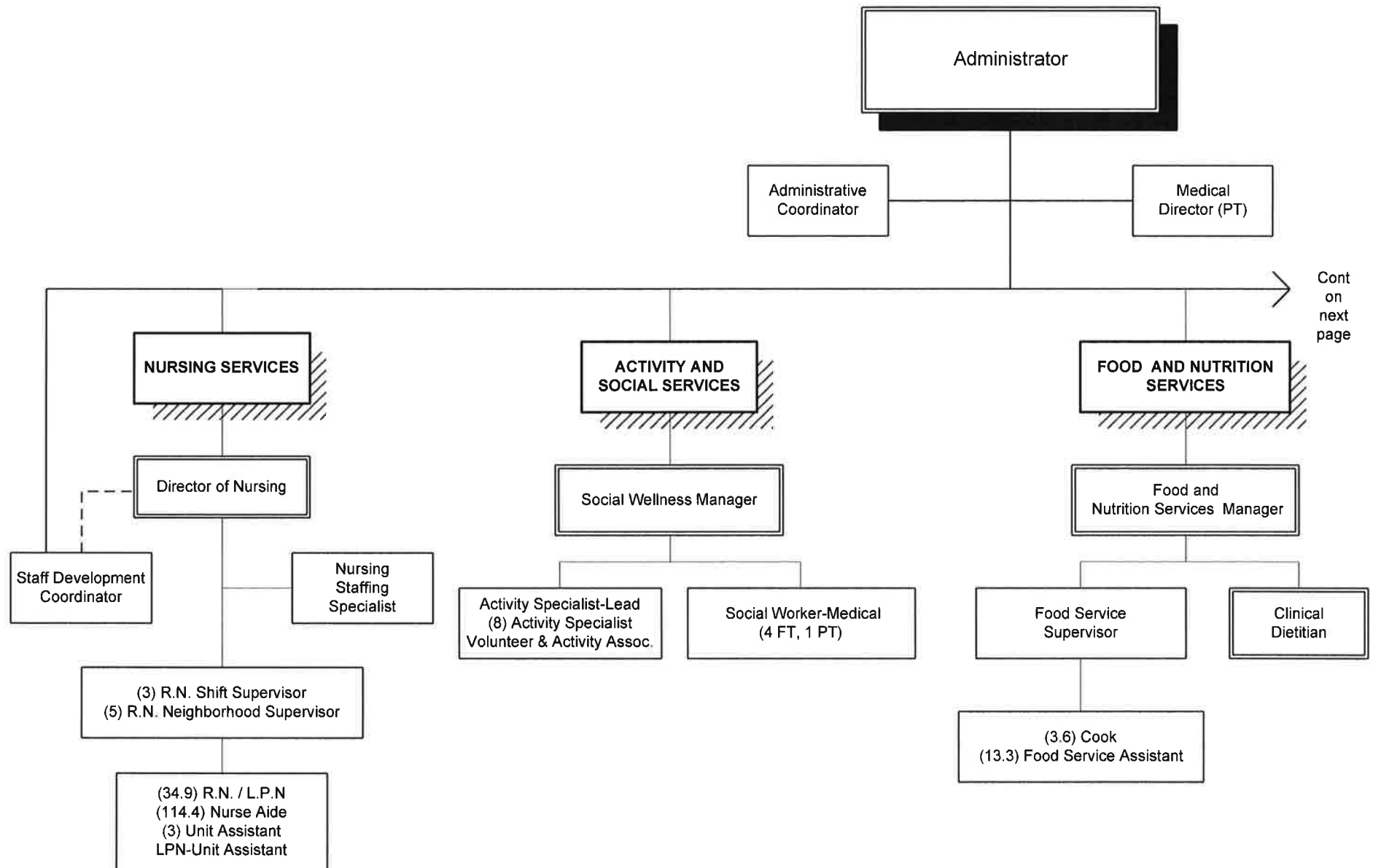
SOCIAL SERVICES Responds to each individuals psychosocial needs to ensure a high quality of life for each resident while maintaining the highest level of function.

FOOD & NUTRITION Provides each resident with a nourishing, palatable, well-balanced diet that meets the daily nutritional and therapeutic dietary needs.

HOUSEKEEPING Provides a clean and homelike environment meeting all sanitation and infection control regulations.

ADMINISTRATION Administration provides safe keeping of residents personal accounts, billing, financial reports for Medical Assistance and Medicare reimbursement rates. Purchase facility supplies and equipment to meet resident needs. Maintains residents' medical records in compliance with State and Federal codes. Prepares annual budget and maintains an efficient operation within budgetary monies. Coordinates yearly mandatory programs and keeps all in-service records of all employees. Responsible for adhering to all State and Federal regulations.

# PARK VIEW HEALTH CENTER

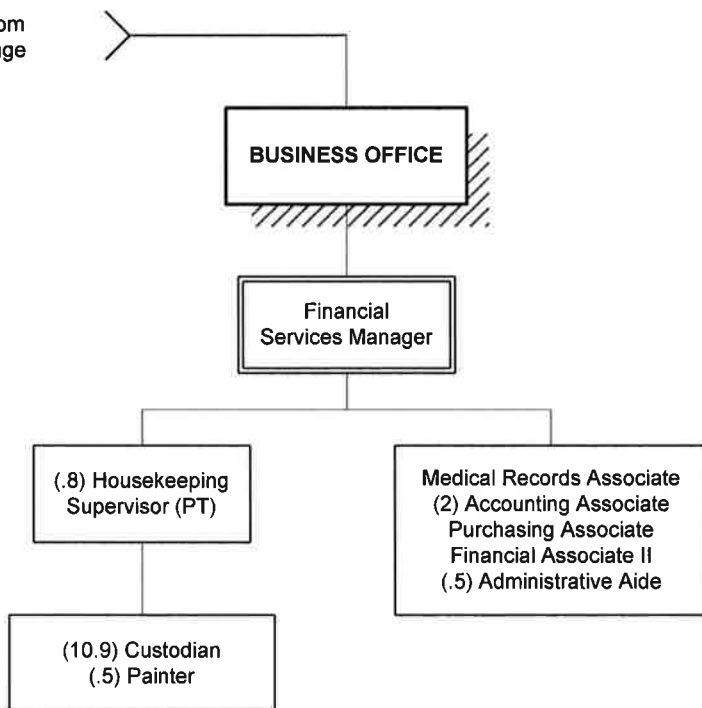


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Note: Nursing, Food, and Activity Services positions are in terms of full time Equivalents.

# PARK VIEW HEALTH CENTER

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# **PARK VIEW HEALTH CENTER**

**Park View Fund: 530  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Marleah Keuler  
**LOCATION:** Winnebago County  
Park View Health Center  
725 Butler Avenue  
Oshkosh, WI 54901-8149

**TELEPHONE: 237-6900**

## **2016 ACCOMPLISHMENTS:**

- 1. Completed expansion of guest parking lot providing an additional 34 spaces for family and visitors**
- 2. Endowment fund of \$22,000 created for PVHC through the Thomas A. Plein Foundation, along with another \$11,400 of grants and donations through June 2016**
- 3. Installation of new nurse call and resident wandering system, including new staff communication devices**
- 4. Revamped Director of Activity and Social Services position into a Director of Social Wellness**
- 5. Exterior fixtures around the building upgraded to LED.**
- 6. Completed soft water upgrade throughout the building.**

## **2017 GOALS & OBJECTIVES:**

- 1. Continue to fully operationalize new nurse call/communication systems**
- 2. Grow volunteer program and grant opportunities**
- 3. Phase in replacing resident bath tubs on neighborhoods**
- 4. Continue to develop staff recruitment, on-boarding, and retention programs**

# PARK VIEW HEALTH CENTER

## 2017 BUDGET NARRATIVE HIGHLIGHTS

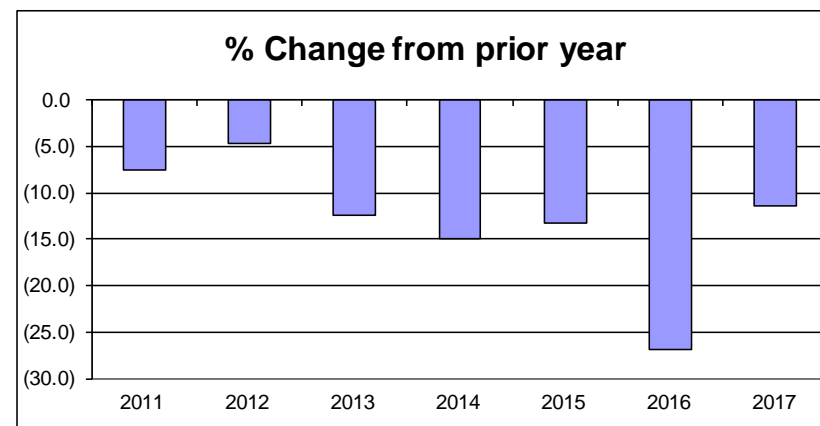
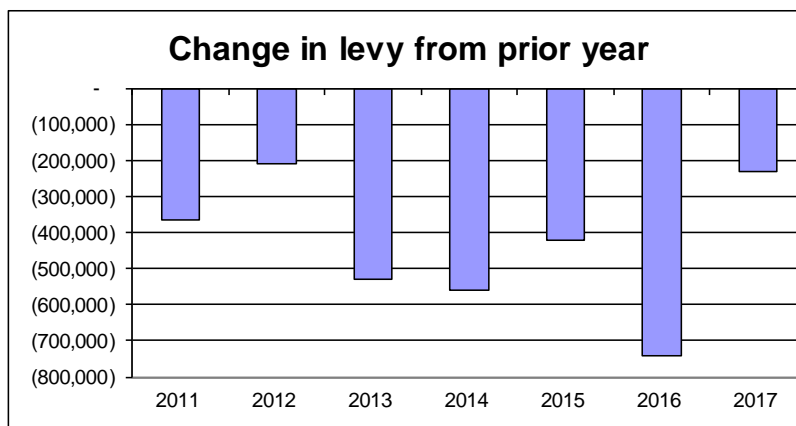
### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	212	213	213	216	216	216	215	215	215	215
Part Time	13	10	10	9	9	9	10	10	10	10
Total	225	223	223	225	225	225	225	225	225	225

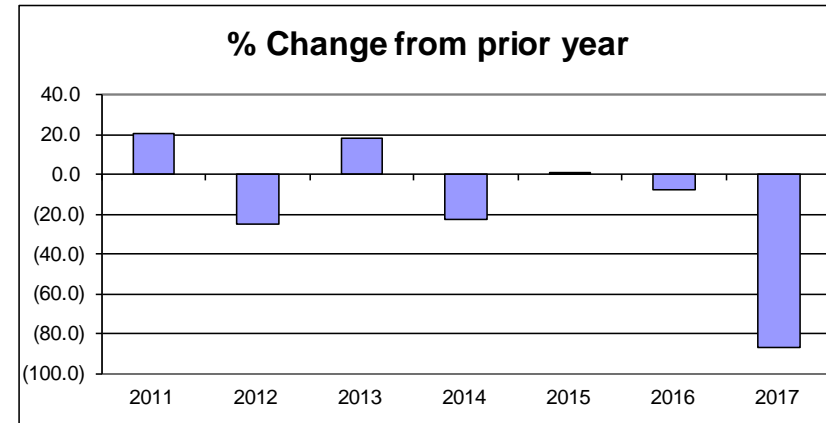
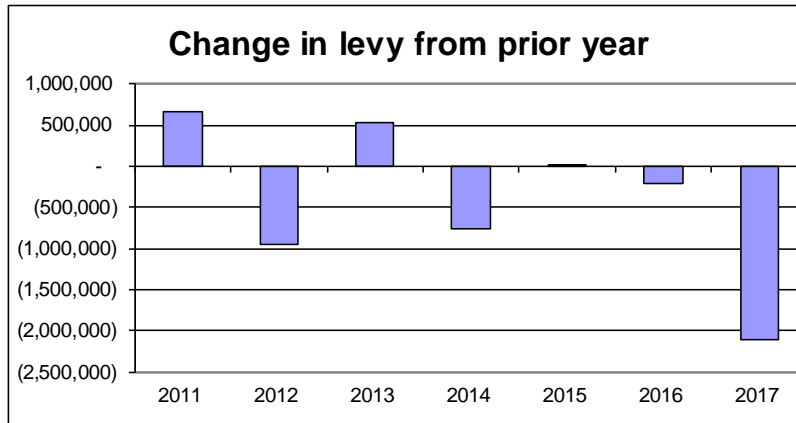
There is no change to the staffing table for 2017.

**COUNTY LEVY:** The net operating tax levy for Park View for 2017 is \$1,777,101, a decrease of \$227,521 or 11.3% under 2016. In 2017 we are applying \$2,000,000 of Park View Fund Balance to reduce the levy. During 2016, we applied \$1,500,000 to reduce the levy. The levy for Park View debt service for 2017 is \$320,000, a decrease of \$2,111,000 or 86.8% under 2016. The main portion of the debt for the new facility was paid off in 2016 explaining the large decrease in debt service.

Levy for operations:



Levy for debt:



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Park View Health Center

Impact on the Operating Budget (Excludes Debt Service)

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 2,004,622</b>	
<b>Revenue Changes - impact on levy:</b>		
WI Health Services	(20,988)	Increase in number of residents enrolled in family care.
Private Pay Fees	(259,495)	Increase due to higher resident patient days projected.
Non Operating Grant Revenues	(116,049)	Projected to receive higher supplement payment based on Medicaid patient days.
<b>Expense Changes - impact on levy:</b>		
Temporary Employees	(76,100)	Decrease in pool of temporary casual call RN's and CNA's.
Health Insurance	355,974	Increase in health insurance premiums as forecasted by Human Resources.
Dental Insurance	10,556	Increase in dental insurance premiums as forecasted by Human Resources.
Workers Compensation	75,038	Increase in workers compensation premiums as forecasted by Human Resources.
WI Retirement	35,406	Increase in WI Retirement as forecasted by Human Resources.
Capital - Improvements	22,000	Increase based on the corridor carpet replacement in the north and south hallways, no capital improvements were requested in 2016.
Capital - Equipment	180,800	Increase based on air curtain refrigerator replacement, walk behind floor scrubbers, whirlpool tub replacements and compressor replacement for air conditioning unit. No capital equipment was requested for 2016.
Telephone	(6,000)	Decrease based on more accurate projections.
Membership Dues	11,100	Increase due to adding membership in Leading Choice Network.
Food	10,000	Increase as raw food costs, produce and dairy continue to rise based on future forecasts.
Small Equipment	(11,220)	Decrease due to equipment replacement needs decreasing for 2017.
Incontinent Products	4,000	Increase due to number of incontinent residents utilizing some sort of brief/liner.
Small Equipment Technology	(12,700)	Decrease due to number of laptops needing replacement.
Other Electrical Products	(12,500)	Decrease due to less electrical products needed. Last year, the budget was higher based on the exterior building LED lighting project.
Equipment Repairs	(17,500)	Decrease due to converting to soft water last year.
Heat	(8,000)	Decrease based on better projections from previous years.



## **SIGNIFICANT CHANGES FROM 2016 ADOPTED - Park View Health Center**

Impact on the Operating Budget (Excludes Debt Service)

<b>Account</b>	<b>Amount</b>	<b>Description</b>
Water and Sewer	11,000	Increase due to increasing humidity levels within the building resident comfort.
Property & Liability Insurance	(5,665)	Decrease based on the new rates.
Fund balance	(500,000)	Increase of fund balance used to lower the levy.
<b>Other small changes:</b>	102,822	This is a combination of small increases and decreases to revenue and expense accounts.
<b>2017 Levy (Excluding Debt)</b>	<b>\$ 1,777,101</b>	

**Note:** Shown differently than Highway Department because this fund requires a tax levy.

## Financial Summary Park View Health Center

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	8,431,314	13,885,200	13,967,657	13,967,657	14,182,054
Labor	7,624,095	13,367,955	13,895,313	13,895,313	14,257,944
Travel	5,691	12,450	13,825	13,825	12,000
Capital	63,283	246,052	-	178,377	202,800
Other Expenditures	4,473,262	6,445,553	6,596,841	6,770,745	4,444,011
Total Expenditures	12,166,331	20,072,010	20,505,979	20,858,260	18,916,755
Levy Before Adjustments	3,735,017	6,186,810	6,538,322		4,734,701
<i>Adjustments:</i>					
Back out depreciation			(602,700)		(637,600)
Decrease fund balance			(1,500,000)		(2,000,000)
Net Levy After Adjustments			4,435,622		2,097,101

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 530 - Park View Health Center</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
Medicaid Title 19	42000	5,798,681	5,695,471	5,569,043	5,795,632	5,528,609	5,528,609	5,528,609	-4.61%
WI Health Services	42007	33,083	211,511	225,265	147,825	168,813	168,813	168,813	14.20%
Medicare Title 18	45031	1,449,086	1,476,775	1,305,609	1,251,783	1,231,404	1,281,404	1,281,404	2.37%
Med Adv Rm Brd	45032	1,180,835	1,128,122	1,273,096	1,129,428	1,134,695	1,184,695	1,184,695	4.89%
<b>Intergov Rev Subtotal:</b>		<b>8,461,686</b>	<b>8,511,879</b>	<b>8,373,014</b>	<b>8,324,668</b>	<b>8,063,521</b>	<b>8,163,521</b>	<b>8,163,521</b>	<b>-1.94%</b>
<b>Public Services:</b>									
Donations	45034	19,988	27,741	43,457	25,000	25,000	25,000	25,000	0.00%
Medical Asst Fees	45045	271	0	0	0	0	0	0	0.00%
Private Pay Fees	45046	4,134,888	3,885,689	4,217,505	4,024,489	4,233,984	4,283,984	4,283,984	6.45%
Dietary Fees	45047	3,165	1,997	2,301	2,000	2,000	2,000	2,000	0.00%
<b>Public Services Subtotal:</b>		<b>4,158,312</b>	<b>3,915,427</b>	<b>4,263,262</b>	<b>4,051,489</b>	<b>4,260,984</b>	<b>4,310,984</b>	<b>4,310,984</b>	<b>6.40%</b>
<b>Total Operating Revenue:</b>		<b>12,619,998</b>	<b>12,427,305</b>	<b>12,636,276</b>	<b>12,376,157</b>	<b>12,324,505</b>	<b>12,474,505</b>	<b>12,474,505</b>	<b>0.79%</b>
<b>Misc Revenues:</b>									
Non Operating Grant Revenues	48102	1,630,664	1,540,540	1,608,845	1,580,000	1,696,049	1,696,049	1,696,049	7.34%
Sale Of Prop Equip	48104	0	(54)	0	0	0	0	0	0.00%
Other Miscellaneous Revenues	48109	15,018	13,058	11,560	11,500	11,500	11,500	11,500	0.00%
<b>Misc Revenues Subtotal:</b>		<b>1,645,682</b>	<b>1,553,544</b>	<b>1,620,405</b>	<b>1,591,500</b>	<b>1,707,549</b>	<b>1,707,549</b>	<b>1,707,549</b>	<b>7.29%</b>
<b>Other Financing Srcs:</b>									
Gain Sale of Assets	49000	3,135	1,075	0	0	0	0	0	0.00%
<b>Other Financing Srcs Subtotal:</b>		<b>3,135</b>	<b>1,075</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>1,648,817</b>	<b>1,554,619</b>	<b>1,620,405</b>	<b>1,591,500</b>	<b>1,707,549</b>	<b>1,707,549</b>	<b>1,707,549</b>	<b>7.29%</b>
<b>Revenue Total:</b>		<b>14,268,814</b>	<b>13,981,925</b>	<b>14,256,681</b>	<b>13,967,657</b>	<b>14,032,054</b>	<b>14,182,054</b>	<b>14,182,054</b>	<b>1.53%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 530 - Park View Health Center</b>									
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	8,958,616	9,155,364	9,063,416	9,252,426	9,470,068	9,220,068	9,220,068	-0.35%
Temporary Employees	51101	48,751	75,179	52,274	166,300	109,200	90,200	90,200	-45.76%
Overtime	51105	356,225	468,076	494,592	437,300	455,700	455,700	455,700	4.21%
Payout Wages	51120	0	0	11,306	0	0	0	0	0.00%
Payroll Sundry Account	51190	0	33,907	0	0	0	0	0	0.00%
<b>Wages Subtotal:</b>		<b>9,363,592</b>	<b>9,732,525</b>	<b>9,621,588</b>	<b>9,856,026</b>	<b>10,034,968</b>	<b>9,765,968</b>	<b>9,765,968</b>	<b>-0.91%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	657,732	716,137	700,179	753,985	767,678	748,553	748,553	-0.72%
Health Insurance	51201	1,910,981	2,009,223	2,107,848	2,372,181	2,728,155	2,728,155	2,728,155	15.01%
Dental Insurance	51202	118,145	138,077	133,368	147,385	157,941	157,941	157,941	7.16%
Workers Compensation	51203	273,844	81,814	81,777	77,960	152,998	152,998	152,998	96.25%
Unemployment Comp	51204	9,806	2,202	4,072	0	0	0	0	0.00%
Compensated Absences Expense	51205	64,718	(75,644)	(56,759)	0	0	0	0	0.00%
WI Retirement	51206	639,893	664,454	555,256	635,892	671,298	651,298	651,298	2.42%
Fringe Benefits Other	51207	91,109	74,400	78,274	51,884	53,031	53,031	53,031	2.21%
<b>Fringes Benefits Subtotal:</b>		<b>3,766,227</b>	<b>3,610,664</b>	<b>3,604,016</b>	<b>4,039,287</b>	<b>4,531,101</b>	<b>4,491,976</b>	<b>4,491,976</b>	<b>11.21%</b>
<b>Total Labor:</b>		<b>13,129,820</b>	<b>13,343,189</b>	<b>13,225,604</b>	<b>13,895,313</b>	<b>14,566,069</b>	<b>14,257,944</b>	<b>14,257,944</b>	<b>2.61%</b>
<b>Travel:</b>									
Registration Tuition	52001	8,367	5,858	6,182	9,000	9,000	8,000	8,000	-11.11%
Automobile Allowance	52002	670	550	332	750	600	600	600	-20.00%
Meals	52005	624	603	328	850	700	700	700	-17.65%
Lodging	52006	3,162	1,868	1,101	2,500	2,000	2,000	2,000	-20.00%
Other Travel Exp	52007	150	90	11	100	100	100	100	0.00%
Taxable Meals	52008	486	591	333	625	600	600	600	-4.00%
<b>Travel Subtotal:</b>		<b>13,458</b>	<b>9,559</b>	<b>8,288</b>	<b>13,825</b>	<b>13,000</b>	<b>12,000</b>	<b>12,000</b>	<b>-13.20%</b>
<b>Total Travel:</b>		<b>13,458</b>	<b>9,559</b>	<b>8,288</b>	<b>13,825</b>	<b>13,000</b>	<b>12,000</b>	<b>12,000</b>	<b>-13.20%</b>

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 530 - Park View Health Center</b>									
<b>Capital Outlay:</b>									
Improvements	58002	4,621	0	67,675	0	22,000	22,000	22,000	100.00%
Equipment	58004	54,632	25,470	0	0	180,800	180,800	180,800	100.00%
<b>Capital Outlay Subtotal:</b>		<b>59,253</b>	<b>25,470</b>	<b>67,675</b>	<b>0</b>	<b>202,800</b>	<b>202,800</b>	<b>202,800</b>	<b>100.00%</b>
<b>Total Capital:</b>		<b>59,253</b>	<b>25,470</b>	<b>67,675</b>	<b>0</b>	<b>202,800</b>	<b>202,800</b>	<b>202,800</b>	<b>100.00%</b>
<b>Office:</b>									
Office Supplies	53000	10,086	8,201	9,991	11,250	11,250	11,250	11,250	0.00%
Printing Supplies	53002	5,074	2,837	4,478	5,800	5,000	5,000	5,000	-13.79%
Print Duplicate	53003	2,883	1,554	1,534	1,600	1,600	1,600	1,600	0.00%
Postage and Box Rent	53004	4,925	4,310	4,685	3,500	5,000	5,000	5,000	42.86%
Computer Supplies	53005	97	0	81	500	400	400	400	-20.00%
Computer Software	53006	2,287	300	482	500	1,675	1,675	1,675	235.00%
Telephone	53008	9,133	17,615	23,455	29,000	23,000	23,000	23,000	-20.69%
Long Distance	53011	0	3	0	0	0	0	0	0.00%
Wireless	53012	874	425	0	0	0	0	0	0.00%
Pagers	53013	252	243	0	0	0	0	0	0.00%
Voice and Data Cabling	53014	124	0	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>35,735</b>	<b>35,486</b>	<b>44,706</b>	<b>52,150</b>	<b>47,925</b>	<b>47,925</b>	<b>47,925</b>	<b>-8.10%</b>
<b>Operating:</b>									
Advertising	53500	1,190	495	0	0	0	0	0	0.00%
Subscriptions	53501	798	728	316	900	800	800	800	-11.11%
Membership Dues	53502	9,770	16,265	16,969	17,000	28,100	28,100	28,100	65.29%
Education Training	53513	378	14,588	14,303	15,250	16,200	16,200	16,200	6.23%
Agricultural Supplies	53515	2,737	1,149	1,777	2,800	2,500	2,500	2,500	-10.71%
Household Supplies	53516	109,396	107,755	109,398	119,200	119,000	116,000	116,000	-2.68%
Linen	53519	6,457	6,757	3,445	8,000	7,500	7,500	7,500	-6.25%
Food	53520	380,666	397,457	399,673	400,000	410,000	410,000	410,000	2.50%
Dishes and Utensils	53521	3,293	2,699	1,761	2,600	2,500	2,500	2,500	-3.85%
Small Equipment	53522	81,234	124,620	99,035	111,085	99,865	99,865	99,865	-10.10%
Shop Supplies	53523	4,085	3,646	3,436	4,500	4,000	4,000	4,000	-11.11%
Medical Supplies	53524	461,066	453,233	482,596	468,000	471,950	471,950	471,950	0.84%
Medical Oxygen	53525	37,342	39,040	37,764	43,500	42,500	40,000	40,000	-8.05%

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 530 - Park View Health Center</b>									
Incontinent Supplies	53526	4,562	8,787	6,611	4,900	5,400	5,400	5,400	10.20%
Incontinent Products	53527	52,917	58,471	61,822	56,000	60,000	60,000	60,000	7.14%
Recreation Supplies	53529	2,373	2,319	2,028	2,400	2,400	2,400	2,400	0.00%
Other Operating Supplies	53533	1,302	891	487	650	600	600	600	-7.69%
Donated Goods Services	53534	31,455	27,649	17,539	25,000	25,000	25,000	25,000	0.00%
Motor Fuel	53548	760	1,054	504	1,000	1,000	1,000	1,000	0.00%
Equipment Rental	53551	38,022	20,902	23,446	23,300	20,600	20,600	20,600	-11.59%
Operating Licenses Fees	53553	497	600	0	2,300	850	850	850	-63.04%
Bad Debts Expense	53561	(309)	24,403	(1,192)	0	0	0	0	0.00%
Taxes & Assessments	53562	342,720	342,720	342,720	342,720	342,720	342,720	342,720	0.00%
Other Miscellaneous	53568	3,966	4,035	4,383	4,700	5,280	5,280	5,280	12.34%
Small Equipment Technology	53580	353	0	13,862	16,000	3,300	3,300	3,300	-79.38%
Print Duplicate	73003	30,829	29,172	29,523	33,000	32,000	30,000	30,000	-9.09%
Motor Fuel	73548	2,640	1,988	850	1,800	1,700	1,700	1,700	-5.56%
<b>Operating Subtotal:</b>		<b>1,610,500</b>	<b>1,691,425</b>	<b>1,673,054</b>	<b>1,706,605</b>	<b>1,705,765</b>	<b>1,698,265</b>	<b>1,698,265</b>	<b>-0.49%</b>
<b>Repairs &amp; Maint:</b>									
Calcium Chloride	54003	569	1,093	35	1,200	1,200	1,200	1,200	0.00%
Small Hardware	54008	1,610	1,466	282	1,500	1,500	1,500	1,500	0.00%
Lumber and Plywood	54009	257	30	97	300	200	200	200	-33.33%
Other Elect Products	54012	4,015	3,585	4,663	17,000	4,500	4,500	4,500	-73.53%
Other Plumbing Prod.	54014	(1,829)	7,461	3,838	4,500	4,700	4,700	4,700	4.44%
Other Building Materials	54015	1,867	5,109	1,670	1,900	1,900	1,900	1,900	0.00%
Lubricants	54016	191	105	480	250	250	250	250	0.00%
Machine Equip Parts	54017	12,844	23,542	35,112	40,000	38,000	38,000	38,000	-5.00%
Tires Batteries	54018	1,536	1,357	3,018	2,000	2,000	2,000	2,000	0.00%
Maintenance Equipment	54022	8,391	6,680	0	0	0	0	0	0.00%
Painting Supplies	54025	987	784	695	1,400	1,100	1,100	1,100	-21.43%
Consumable Tools	54026	1,667	727	57	500	500	500	500	0.00%
Sign Parts Supplies	54027	57	224	932	200	200	200	200	0.00%
Other Maint Supplies	54028	1,975	1,987	3,806	2,300	4,000	4,000	4,000	73.91%
Equipment Repairs	54029	36,865	35,286	48,536	75,000	57,500	57,500	57,500	-23.33%
Maintenance Vehicles	74023	1,272	959	314	1,500	800	800	800	-46.67%
Equipment Repairs	74029	6,402	6,402	6,270	6,336	6,336	6,336	6,336	0.00%
Repair Maint Streets	75806	5,845	0	0	0	0	0	0	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>84,520</b>	<b>96,797</b>	<b>109,804</b>	<b>155,886</b>	<b>124,686</b>	<b>124,686</b>	<b>124,686</b>	<b>-20.01%</b>

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 530 - Park View Health Center</b>									
<b>Utilities:</b>									
Heat	54700	89,497	113,137	94,714	118,000	110,000	110,000	110,000	-6.78%
Power and Light	54701	197,338	184,237	202,016	203,000	205,000	205,000	205,000	0.99%
Water and Sewer	54702	39,386	45,332	58,210	54,000	65,000	65,000	65,000	20.37%
Refuse Collection	54703	829	652	661	1,000	900	900	900	-10.00%
Refuse Collection	74703	10,162	10,541	10,359	11,500	11,500	11,500	11,500	0.00%
<b>Utilities Subtotal:</b>		<b>337,212</b>	<b>353,899</b>	<b>365,960</b>	<b>387,500</b>	<b>392,400</b>	<b>392,400</b>	<b>392,400</b>	<b>1.26%</b>
<b>Contractual Services:</b>									
Medical and Dental	55000	9,838	10,819	9,378	11,500	11,500	11,500	11,500	0.00%
Pest Extermination	55002	1,250	1,250	1,450	1,400	1,450	1,450	1,450	3.57%
Other Repair Maint Streets	55004	0	560	10,194	0	0	0	0	0.00%
Vehicle Repairs	55005	0	759	0	400	200	200	200	-50.00%
Building Repairs	55008	29,173	34,794	110,068	50,000	50,000	50,000	50,000	0.00%
Transcription Services	55009	995	1,740	1,185	2,000	1,600	1,600	1,600	-20.00%
Accounting Auditing	55012	1,800	1,800	1,800	1,900	1,900	1,900	1,900	0.00%
Data Processing	55013	26,222	26,588	28,598	29,000	31,650	31,650	31,650	9.14%
Professional Service	55014	1,017,984	1,078,444	1,037,939	1,060,400	1,031,100	1,031,100	1,031,100	-2.76%
Medical and Dental	75000	80	689	427	0	0	0	0	0.00%
Snow Removal	75003	19,696	16,487	10,253	20,000	15,000	15,000	15,000	-25.00%
<b>Contractual Services Subtotal:</b>		<b>1,107,037</b>	<b>1,173,929</b>	<b>1,211,292</b>	<b>1,176,600</b>	<b>1,144,400</b>	<b>1,144,400</b>	<b>1,144,400</b>	<b>-2.74%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	82,464	83,196	78,672	84,400	78,735	78,735	78,735	-6.71%
<b>Insurance Expenses Subtotal:</b>		<b>82,464</b>	<b>83,196</b>	<b>78,672</b>	<b>84,400</b>	<b>78,735</b>	<b>78,735</b>	<b>78,735</b>	<b>-6.71%</b>
<b>Deprec &amp; Amort:</b>									
Depreciation Expense	56503	601,731	610,492	602,664	602,700	637,600	637,600	637,600	5.79%
<b>Deprec &amp; Amort Subtotal:</b>		<b>601,731</b>	<b>610,492</b>	<b>602,664</b>	<b>602,700</b>	<b>637,600</b>	<b>637,600</b>	<b>637,600</b>	<b>5.79%</b>
<b>Total Other Operating:</b>		<b>3,859,199</b>	<b>4,045,224</b>	<b>4,086,153</b>	<b>4,165,841</b>	<b>4,131,511</b>	<b>4,124,011</b>	<b>4,124,011</b>	<b>-1.00%</b>

# Winnebago County Budget Detail - 2017

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 530 - Park View Health Center</b>									
<b>Debt Payments:</b>									
Debt Principal Payments	57000	3,159,282	2,450,298	2,523,048	2,377,000	300,000	300,000	300,000	-87.38%
Debt Interest Payments	57001	396,328	152,974	100,626	54,000	20,000	20,000	20,000	-62.96%
Debt Service Fees	57002	37,230	155,976	124,316	0	0	0	0	0.00%
<b>Debt Payments Subtotal:</b>		<b>3,592,840</b>	<b>2,759,247</b>	<b>2,747,989</b>	<b>2,431,000</b>	<b>320,000</b>	<b>320,000</b>	<b>320,000</b>	<b>-86.84%</b>
<b>Transfers Out:</b>									
Other Transfers Out	59501	0	262,000	0	0	0	0	0	0.00%
<b>Transfers Out Subtotal:</b>		<b>0</b>	<b>262,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Other Financing Uses:</b>									
Loss on Disposition of Assets	59508	0	98,992	0	0	0	0	0	0.00%
<b>Other Financing Uses Subtotal:</b>		<b>0</b>	<b>98,992</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Expense:</b>		<b>3,592,840</b>	<b>3,120,239</b>	<b>2,747,989</b>	<b>2,431,000</b>	<b>320,000</b>	<b>320,000</b>	<b>320,000</b>	<b>-86.84%</b>
<b>Expense Total:</b>		<b>20,654,570</b>	<b>20,543,681</b>	<b>20,135,708</b>	<b>20,505,979</b>	<b>19,233,380</b>	<b>18,916,755</b>	<b>18,916,755</b>	<b>-7.75%</b>
<b>Park View Health Center Net/(Levy):</b>		<b>(6,385,756)</b>	<b>(6,561,756)</b>	<b>(5,879,027)</b>	<b>(6,538,322)</b>	<b>(5,201,326)</b>	<b>(4,734,701)</b>	<b>(4,734,701)</b>	<b>-27.59%</b>
Back out depreciation					602,700	637,600	637,600	637,600	5.79%
Fund balance applied (Note 1)		-			1,500,000	2,000,000	2,000,000	2,000,000	33.33%
<b>Park View Health Center Net/(Levy)</b>					<b>(4,435,622)</b>	<b>(2,563,726)</b>	<b>(2,097,101)</b>	<b>(2,097,101)</b>	<b>-52.72%</b>
Back out debt service					2,431,000	320,000	320,000	320,000	-86.84%
<b>Adjusted operating levy:</b>					<b>(2,004,622)</b>	<b>(2,243,726)</b>	<b>(1,777,101)</b>	<b>(1,777,101)</b>	<b>-11.35%</b>

Note 1: fund balance applied is a use of fund balance to reduce the levy for this operation.



**WINNEBAGO COUNTY  
CAPITAL OUTLAY - 2017**

<u>Department</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Cost</u>	<u>Capital Outlay</u>
Park View Health -				
	Air Curtain Refrigerator replacement for Food Service	1	6,600	6,600
	Walk-behind Floor Scrubber replacement for Housekeeping	2	6,100	12,200
	Whirlpool Tub replacement for neighborhood spas	8	19,000	152,000
	Compressor replacement for Air Conditioner Unit	1	10,000	10,000
	Corridor Carpeting replacement (north and south hallways)	1	22,000	22,000
		<b>13</b>		<b>202,800</b>

# **PARK VIEW HEALTH CENTER PROGRAM BUDGETS**

NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
								2017 ADOPTED	2016 ADOPTED	2015 ADOPTED	2017 OVER 2016	2016 OVER 2015
PARK VIEW HEALTH CENTER								-				
Nursing	53540	10,605,619	420	-	1,482,090	12,088,129		12,088,129	11,846,695	12,033,875	2.0	(1.6)
Revenues							14,182,054	(14,182,054)	(13,967,657)	(13,774,793)	1.5	1.4
Activities	53541	678,741	-	-	3,400	682,141		682,141	653,310	642,046	4.4	1.8
Revenues							-	-	-	-		
Social Services	53542	451,006	-	-	-	451,006		451,006	452,189	458,098	(0.3)	(1.3)
Revenues							-	-	-	-		
Food & Nutrition	53544	1,132,264	-	-	486,900	1,619,164		1,619,164	1,513,310	1,525,487	7.0	(0.8)
Revenues							-	-	-	-		
Maintenance	53545	5,464	-	-	584,000	589,464		589,464	633,945	607,146	(7.0)	4.4
Revenues							-	-	-	-		
Housekeeping	53546	595,399	-	-	113,725	709,124		709,124	722,979	722,352	(1.9)	0.1
Revenues							-	-	-	-		
Laundry	53547	-	-	-	200,000	200,000		200,000	215,000	220,000	(7.0)	(2.3)
Revenues							-	-	-	-		
Administration	53548	789,451	11,580	-	616,296	1,417,327		1,417,327	1,434,851	1,409,650	(1.2)	1.8
Revenues							-	-	-	-		
Unclassified	53559	-	-	202,800	637,600	840,400		840,400	602,700	619,586	39.4	(2.7)
Revenues							-	-	-	-		
Debt Principal		-	-	-	300,000	300,000	-	300,000	2,377,000	2,523,000	(87.4)	(5.8)
Debt Interest		-	-	-	20,000	20,000	-	20,000	54,000	114,000	(63.0)	(52.6)
<b>Grand Totals</b>		<u>14,257,944</u>	<u>12,000</u>	<u>202,800</u>	<u>4,444,011</u>	<u>18,916,755</u>	<u>14,182,054</u>	<u>4,734,701</u>	<u>6,538,322</u>	<u>7,100,447</u>	(27.6)	(7.9)
Back out depreciation								(637,600)	(602,700)	(619,586)	5.8	(2.7)
Decrease fund balance								(2,000,000)	(1,500,000)	(1,100,000)	0.0	100.0
Tax levy								<u>2,097,101</u>	<u>4,435,622</u>	<u>5,380,861</u>	<u>(52.7)</u>	<u>(17.6)</u>

## SUMMARY BY DIVISION

	<u>Revenues</u>	<u>Expenses</u>	<u>Adjustments</u>	<u>Levy</u>
<b>EDUCATION, CULTURE, &amp; RECREATION</b>				
UW-Fox Valley	\$ 152,032	\$ 304,064	\$ -	\$ 152,032
University Extension	36,750	592,796	-	556,046
Parks	334,787	1,614,314	-	1,279,527
Boat Launch	106,000	124,187	(18,187)	-
	<u>\$ 629,569</u>	<u>\$ 2,635,361</u>	<u>\$ (18,187)</u>	<u>\$ 1,987,605</u>

# **UW - FOX VALLEY**

**General Fund – Department: 062  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Martin Rudd  
**LOCATION:** 1478 Midway Road  
Menasha, WI 54952

**TELEPHONE:** 920-929-1106 (Renee Anderson)

## **MISSION STATEMENT:**

The University of Wisconsin-Fox Valley delivers accessible and high quality university education providing liberal arts and pre-professional instruction that engages students in baccalaureate and professional programs. The learning environment allows our students to seek and discover their potential for leadership, service, and responsible citizenship and encourages life-long learning. UW-Fox Valley serves our community through civic engagement by providing access to information, knowledge and cultural enrichment opportunities. The University of Wisconsin-Fox Valley will be an innovative and responsive educational leader, providing superior education to undergraduate students and improving the quality of life and work in the region.

## **PROGRAM DESCRIPTION:**

Through an agreement made in 1959 with the State of Wisconsin, Winnebago County and Outagamie County jointly own the buildings and grounds of the campus of the University of Wisconsin-Fox Valley. County funding provides for the maintenance and improvement of these campus facilities. The University of Wisconsin, with state, federal and program funds, provide the campus budget for salaries and program expenses, totaling \$8 million for the 2013-2014 fiscal year, with an economic impact on the local economy of \$20 million. Additionally, UWFox students received \$4 million in scholarships, grants, loans, and work-study earnings in 2013-14, adding further to the economic impact in the Fox Valley. The campus web site is <http://www.uwfox.uwc.edu>

The University of Wisconsin-Fox Valley commits itself to the following goals:

- (a) To plan and deliver the freshman-sophomore years of baccalaureate programs and professional studies.
- (b) To place major emphasis on teaching excellence.
- (c) To support the development, testing, and use of effective teaching methods.
- (d) To assess the learning outcomes of our students.
- (e) To foster the development and provide collaborative bachelor's degree programs in high-demand areas for adult learners, including Organizational Administration, Leadership Development, Mechanical Engineering, Electrical Engineering, Engineering Technology, Human Services Leadership and American Studies, in addition to the pursuit of new partnership degrees.
- (f) To provide, in collaboration with UW Oshkosh, an accelerated path for teacher certification and licensure.
- (g) To expect scholarly activity including research, scholarship and creative endeavor, that supports its programs at the associate degree level.

- (h) **To serve the citizens in the UW-Fox Valley service area by (1) promoting the integration of the extension function and encouraging faculty and staff to participate in outreach activity through, for example, providing continuing educational programs, (2) facilitating the delivery of programs offered by other University of Wisconsin System institutions.**
- (i) **To participate in inter-institutional relationships including but not limited to private colleges, public schools, other University of Wisconsin institutions, the College of the Menominee Nation, and the Wisconsin Technical College System in order to maximize educational opportunity and resources for the citizens of the area.**
- (j) **To serve the special needs of minority, disadvantaged, disabled and nontraditional students, especially those in immediate service areas.**
- (k) **To provide opportunities for cultural enrichment.**
- (l) **To make available, as a service to business, industry and the general public, the unique professional expertise of the faculty and staff.**

# **UW - FOX VALLEY**

**General Fund – Department: 062  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Martin Rudd  
**LOCATION:** 1478 Midway Road  
Menasha, WI 54952

**TELEPHONE:** 920-929-1106 (Renee Anderson)

## **2016 ACCOMPLISHMENTS:**

- 1. Achieved enrollment of over 3,000 students in freshman and sophomore courses that lead to a university degree upon transfer.**
- 2. Served an additional 4,000(+) community members through Continuing Education courses and other educational offerings.**
- 3. Served as host site for more than 50 different community and state-wide organization meetings, with hundreds of meetings held on campus during the year.**
- 4. The Communication Arts Center was used more than 335 times for performances, rehearsals, lectures, meetings and other campus and community events.**
- 5. UW-Fox Valley was designated by the Arbor Day Foundation as having achieved Tree Campus USA status recognizing the campus' and counties' commitment to effectively manages its trees; develop connectivity with the community beyond campus borders in order to foster healthy, urban forests; and to engage its student population to utilize service learning opportunities centered on the campus, community and forestry efforts.**
- 6. Through salaries paid and campus purchases, the campus has an economic impact on the local economy of \$20 million.**
- 7. More than four hundred (400+) students enrolled in collaborative baccalaureate degree programs with UW Oshkosh in organizational administration and human services leadership, with UW-Platteville in engineering, and with UW-Stevens Point in general studies. Students are able to complete an undergraduate degree while attending the UW-Fox Valley campus. The first laboratory science courses in the Northeast Wisconsin Educational Resource Alliance's (NEW ERA) bachelor degrees in Engineering Technology were offered at UW-Fox Valley to a cohort of full time employed individuals.**

8. The Barlow Planetarium and the Weis Earth Science Museum continued to provide unique, high quality educational opportunities to citizens from around the area and from around the world. These science educational facilities provide one of the best K-12 educational opportunities in the state. In the preceding 12 months, the Barlow Planetarium hosted 450 public shows for more than 9,500 people and 500 school and group shows to 25,000 students. The Barlow ranks as the highest attended planetarium in the University of Wisconsin System, the second most attended planetarium in Wisconsin, and, nationally, ranks in the top 25% of annual attendance for planetariums associated with universities/colleges.
9. As the only museum to focus on Wisconsin geology, the Weis Earth Science Museum attracts visitors from around the state, the nation and the world. The Weis Earth Science Museum was visited by approximately 10,000 general admissions and 10,000 school children. At the request of area school teachers, this year, the museum has introduced Math and Mining History tours with much success. The museum also provides program fulfillment for hundreds of Scouts annually.
10. The campus art gallery, dedicated to the works of Wisconsin and contemporary artists, sponsored 8 exhibitions during the year including one from Appleton Area School Discounts high school students. In addition to campus students, more than 3,400 visitors from the community viewed the exhibitions and attended talks by the artists.

#### **2017 GOALS & OBJECTIVES:**

**Goal: Provide educational, cultural, and economic opportunities, primarily to the residents of Winnebago County and Outagamie County.**

#### **Objectives:**

1. Serve approximately 3,000 students with high-quality, close-to-home, and reasonably priced university education through the sophomore year, and assist those students in completing university degrees through successful transfer.
2. Receive and originate distance learning courses, including compressed video as part of the UW Colleges distance education network and provide opportunities to enroll in the UW Colleges Online program.
3. Offer students a balanced university experience, including opportunities for out-of-classroom experiences relevant to their education and similar to those offered to students at any other outstanding university.
4. Serve approximately 4,000 adult residents through continuing education courses and programs including opportunities through distance learning technologies.
5. Serve approximately 65,000 residents through cultural resources including the University Theatre, Aylward Gallery, Barlow Planetarium, Weis Earth Science Museum, UW Fox Valley Concert Band, UW Fox Valley Chorale, community seminars, and meeting facilities.

**Goal: Develop, manage, and maintain the buildings and grounds of the campus in an effective and cost efficient way.**

**Objectives:**

- 1. Continue development and implementation of an intentional plan for maintenance and repair.**
- 2. Upon approval by the State, implement improvements to facility infrastructure and equipment to increase energy efficiency and sustainability.**
- 3. Continue to work with County leaders to plan for long-range improvements to the facility.**

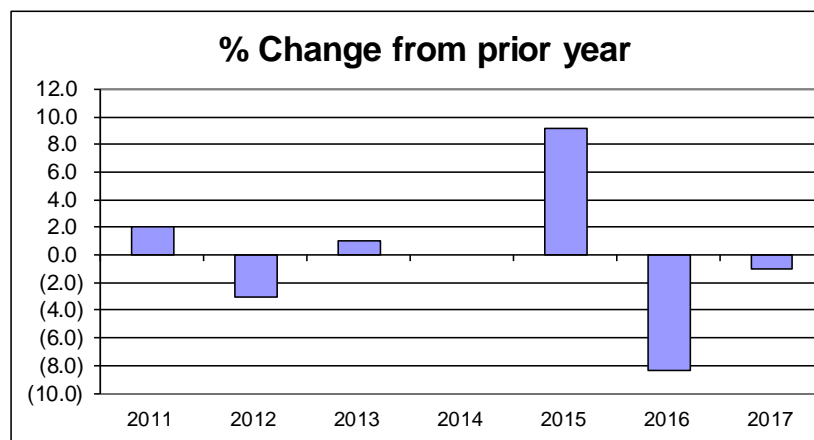
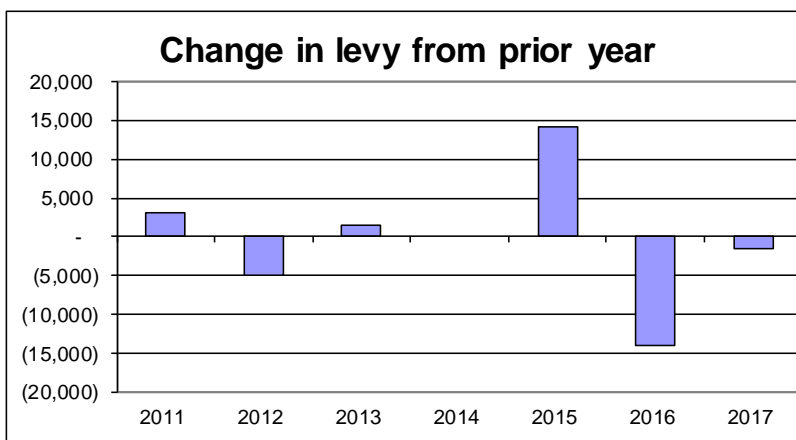


# UW - FOX VALLEY

## 2017 BUDGET NARRATIVE HIGHLIGHTS

**DEPARTMENT STAFFING:** There are no County staff assigned to this facility.

**COUNTY LEVY:** The tax levy for 2017 is \$ 152,032, a decrease of \$1,500 or 1.0% under 2016. There are no significant changes.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - UW - Fox Valley

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 153,532</b>	
<b>Revenue Changes - impact on levy:</b>		
None	-	
<b>Expense Changes - impact on levy:</b>		
Improvements	29,735	Replacement of failed direct expansion cooling unit that serves the library is planned for 2017.
Repair Maintenance Supplies	(7,450)	Reduction of maintenance supply expenses due to over forecasting 2016 expenses.
Grounds Maintenance	(24,000)	Maintenance and repairs to asphalt roadways and parking lots in 2015 and 2016 have reduced maintenance costs for 2017.
Property & Liability Insurance	(6,699)	Reduction is primarily due to the reduction of Winnebago County's property insurance.
<b>Other small changes</b>	6,914	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ 152,032</b>	

# **Financial Summary** **UW - Fox Valley**

<b>Items</b>	<b>2016 7-Month Actual</b>	<b>2016 12-Month Estimate</b>	<b>2016 Adopted Budget</b>	<b>2016 Adjusted Budget</b>	<b>2017 Adopted Budget</b>
Total Revenues	48,097	153,532	153,532	153,532	152,032
Labor	-	-	-	-	-
Travel	-	-	-	-	-
Capital	-	37,265	37,265	50,525	67,000
Other Expenditures	87,553	269,799	269,799	269,799	237,064
Total Expenditures	87,553	307,064	307,064	320,324	304,064
Levy			153,532		152,032

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 062 - UW Fox Valley</b>									
<b>Revenue</b>									
<b>Misc Revenues:</b>									
Other Miscellaneous Revenues	48109	46,080	4,371	4,320	0	0	0	0	0.00%
Cost Sharing Allocations	48110	166,975	151,045	174,403	153,532	153,532	152,032	152,032	-0.98%
<b>Misc Revenues Subtotal:</b>		<b>213,055</b>	<b>155,415</b>	<b>178,723</b>	<b>153,532</b>	<b>153,532</b>	<b>152,032</b>	<b>152,032</b>	<b>-0.98%</b>
<b>Total Non-Operating Revenue:</b>									
		<b>213,055</b>	<b>155,415</b>	<b>178,723</b>	<b>153,532</b>	<b>153,532</b>	<b>152,032</b>	<b>152,032</b>	<b>-0.98%</b>
<b>Revenue Total:</b>		<b>213,055</b>	<b>155,415</b>	<b>178,723</b>	<b>153,532</b>	<b>153,532</b>	<b>152,032</b>	<b>152,032</b>	<b>-0.98%</b>
<b>Expense</b>									
<b>Capital Outlay:</b>									
Improvements	58002	47,985	30,462	84,631	37,265	67,000	67,000	67,000	79.79%
Equipment	58004	0	21,730	17,772	0	0	0	0	0.00%
<b>Capital Outlay Subtotal:</b>		<b>47,985</b>	<b>52,191</b>	<b>102,403</b>	<b>37,265</b>	<b>67,000</b>	<b>67,000</b>	<b>67,000</b>	<b>79.79%</b>
<b>Total Capital:</b>		<b>47,985</b>	<b>52,191</b>	<b>102,403</b>	<b>37,265</b>	<b>67,000</b>	<b>67,000</b>	<b>67,000</b>	<b>79.79%</b>
<b>Operating:</b>									
Agricultural Supplies	53515	768	2,479	585	2,100	2,100	2,100	2,100	0.00%
Small Equipment	53522	690	0	720	3,000	3,000	3,000	3,000	0.00%
Equipment Rental	53551	0	0	59	150	1,000	1,000	1,000	566.67%
<b>Operating Subtotal:</b>		<b>1,458</b>	<b>2,479</b>	<b>1,365</b>	<b>5,250</b>	<b>6,100</b>	<b>6,100</b>	<b>6,100</b>	<b>16.19%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 062 - UW Fox Valley</b>									
<b>Repairs &amp; Maint:</b>									
Maintenance Buildings	54020	108,262	6,088	39,615	2,400	5,000	5,000	5,000	108.33%
Maintenance Equipment	54022	29,801	5,106	29	0	0	0	0	0.00%
Repair Maintenance Supplies	54024	237	39,483	35,358	62,450	58,000	55,000	55,000	-11.93%
Equipment Repairs	54029	9,901	0	0	0	0	0	0	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>148,201</b>	<b>50,677</b>	<b>75,002</b>	<b>64,850</b>	<b>63,000</b>	<b>60,000</b>	<b>60,000</b>	<b>-7.48%</b>
<b>Contractual Services:</b>									
Pest Extermination	55002	612	561	510	710	710	710	710	0.00%
Snow Removal	55003	75,996	74,473	36,943	60,019	60,000	60,000	60,000	-0.03%
Grounds Maintenance	55007	11,256	18,698	35,732	36,000	12,000	12,000	12,000	-66.67%
Building Repairs	55008	65,712	76,742	70,967	71,557	73,540	73,540	73,540	2.77%
Architect Engineer	55019	4,875	0	0	0	0	0	0	0.00%
<b>Contractual Services Subtotal:</b>		<b>158,451</b>	<b>170,474</b>	<b>144,152</b>	<b>168,286</b>	<b>146,250</b>	<b>146,250</b>	<b>146,250</b>	<b>-13.09%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	22,824	26,268	25,992	31,413	24,714	24,714	24,714	-21.33%
<b>Insurance Expenses Subtotal:</b>		<b>22,824</b>	<b>26,268</b>	<b>25,992</b>	<b>31,413</b>	<b>24,714</b>	<b>24,714</b>	<b>24,714</b>	<b>-21.33%</b>
<b>Total Other Operating:</b>		<b>330,934</b>	<b>249,898</b>	<b>246,511</b>	<b>269,799</b>	<b>240,064</b>	<b>237,064</b>	<b>237,064</b>	<b>-12.13%</b>
<b>Expense Total:</b>		<b>378,919</b>	<b>302,089</b>	<b>348,913</b>	<b>307,064</b>	<b>307,064</b>	<b>304,064</b>	<b>304,064</b>	<b>-0.98%</b>
<b>UW Fox Valley Net/(Levy):</b>		<b>(165,864)</b>	<b>(146,674)</b>	<b>(170,190)</b>	<b>(153,532)</b>	<b>(153,532)</b>	<b>(152,032)</b>	<b>(152,032)</b>	<b>-0.98%</b>

**WINNEBAGO COUNTY  
CAPITAL OUTLAY - 2017**

<u>Department</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Cost</u>	<u>Capital Outlay</u>
UW Fox Valley -				
	Replace kitchen cabinets in Child Care Center	1	17,000	17,000
	Replace library DX Cooling unit	1	50,000	50,000
		<b>2</b>		<b>67,000</b>

# **UW - EXTENSION**

**General Fund – Department: 064  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Christine Kniep  
**LOCATION:** Winnebago County  
625 E. County Road Y Suite 600  
Oshkosh, WI 54901-9774

**TELEPHONE: 232-1980**

## **MISSION STATEMENT:**

To provide Winnebago County residents with access to university resources and opportunities to engage in lifelong learning, wherever they live and work. Programs support the community, organizations, youth, families, and agriculture. To ensure educational programs meet local needs, staff seek input from residents and community leaders throughout Winnebago County.

## **PROGRAM DESCRIPTION:**

### **COMMUNITY, NATURAL RESOURCE and ECONOMIC DEVELOPMENT:**

Programs strengthen the ability of citizens, organizations, community leaders, and local officials to identify and solve critical community needs and issues. Focus is placed on organizational development, local government, community development, natural resource management, and community economic development. The Natural Resources Program for the Lake Winnebago System, housed in Winnebago County, focuses on building partnerships to address natural resource issues.

### **4-H YOUTH DEVELOPMENT:**

Wisconsin's 4-H mission: "UW-Extension 4-H Youth Development integrates research, education, and community-based partnerships, enabling youth to learn and practice skills to be productive citizens." Focus on positive youth development brings a diverse and changing population of youth, adults, and families together to learn, share, and grow in supportive neighborhood groups, 4-H clubs, school enrichment programs, county collaborations, and educational activities.

### **FAMILY LIVING EDUCATION:**

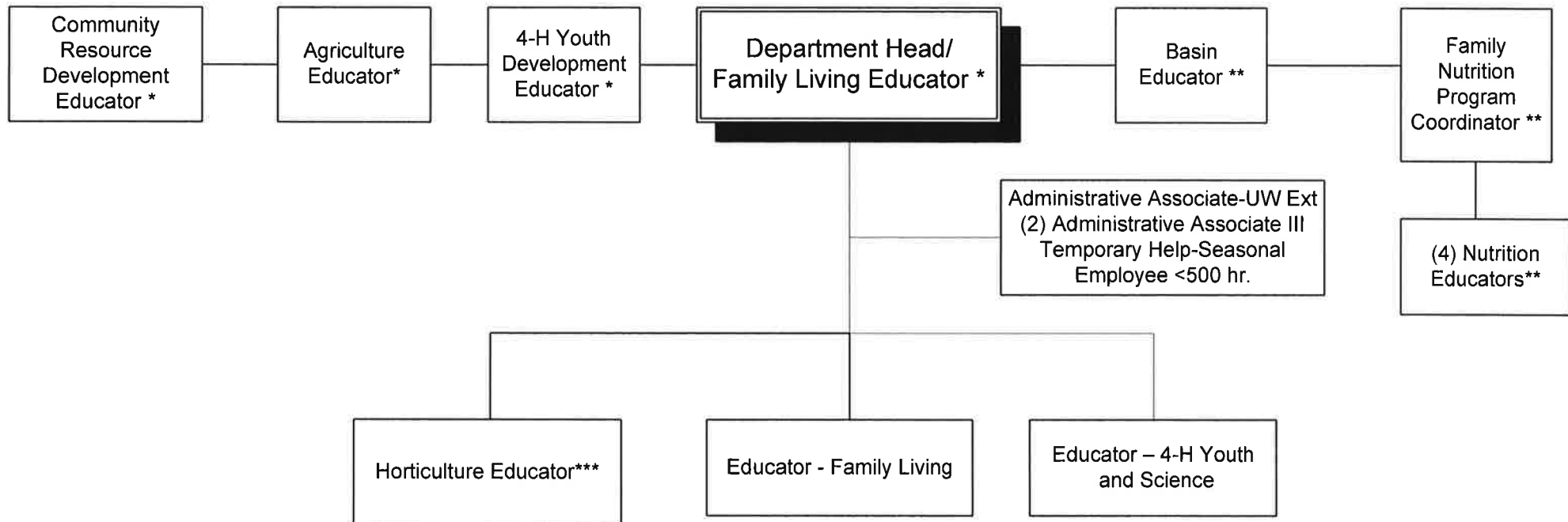
Programs provide education promoting family strengths and help communities become positive environments for family life. Programs respond to issues identified by county needs assessments to help families and individuals make decisions about family relations/parenting, money management/maximizing resources, food safety and quality, housing, environmental resources, and strengthening community/family partnerships. Programs and collaborative efforts with agencies focus on building community capacity to deal with family issues and concerns. The Wisconsin Nutrition Education Program targets food share eligible families with nutrition and food safety information.

**AGRICULTURE, HORTICULTURE, and NATURAL RESOURCES:**

Agriculture programs are designed to provide farm operators, rural landowners and youth with the latest information to empower them to improve crop and animal production practices, building and facilities, water quality, and marketing. Working with federal, state, and county agencies and non-profit organizations, educational programming emphasizes farm research and demonstrations to promote practices such as soil health and cover crops to reduce erosion and protect surface and ground water. There is a strong focus on youth education to provide learning opportunities to improve farmstead safety and workforce skill development related to agriculture production. Horticulture programs provide best practices and technical assistance to home gardeners and green industry professionals improving economic and environmental sustainability for individuals, families, communities, and businesses. The Master Gardener Program focuses on developing the knowledge and skills of volunteers in order to empower them to respond to home horticulture inquiries and provide community service and environmental stewardship to the residents of the county. Through the community gardens initiative, leadership and support are provided to garden sites so that people may be able to raise food for their families.



# U.W. EXTENSION SERVICES



\* UW Position with County Supplement  
 \*\* State or Grant funded position  
 \*\*\* UW Position with full county funding  
 (Rest of positions are fully county funded)

# **UW - EXTENSION**

**General Fund – Department: 064  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Christine Kniep  
**LOCATION:** Winnebago County  
625 E. County Road Y Suite 600  
Oshkosh, WI 54901

**TELEPHONE:** 232-1980

## **2016 ACCOMPLISHMENTS:**

1. Programs and resources were developed to respond to the educational needs of Winnebago County residents, businesses, organizations and governments. Outreach included direct teaching, one-on-one counseling, website posts, social media, displays, newspaper, radio, and television.
2. Worked with community agencies and groups on organizational capacity building, strategic and business planning, and evaluation, including groups such as: Winnebago Historical Society, Make the Ride Happen, Neenah-Menasha Fire Department, hub, Neenah Public Library, Trustworks, Farm Bureau, 4-H Leaders Association, BEAMING Inc., Home and Community Education and Learning in Retirement.
3. Provided education, research, and organizational development support for local units of government. Acquired grant to support neighborhood outreach educator to strengthen ties to Menasha neighborhoods building capacity among neighbors in six neighborhoods in the Fox Valley.
4. Provided Plan Commissioner Education and networking through the Winnebago Plan Commission Network, and Plan Commissioner orientation workshops for newly appointed town commissioners and clerks and supported county Farmland Preservation Planning Process.
5. Provided leadership and partnered to support Total Maximum Daily Load development in the Upper Fox and Lower Fox Watersheds.
6. Provided urban forestry workshops with WDNR and UWEX, reaching 50 green industry professionals from municipalities/businesses.
7. Plant Health Advisors, responded to approximately 300 horticulture calls and 75 “walk-in” requests. Winnebago County Master Gardeners volunteered 7,700 hours to local communities/organizations and participated in over 2,000 hours of continuing education.
8. Partnered with county departments to educate farmers and youth on new agriculture practices, soil health, farmstead planning, nutrient management, pasture improvement, food safety plans, meat animal quality assurance, and tractor safety.
9. Engaged in community-wide POINT initiatives to support work of hub and Trauma Informed Care/Adverse Childhood Experiences efforts.
10. Developed a play-based training program for parents, educators and childcare providers utilizing blocks and block play

11. Partnered with community agencies to teach life skill classes on financial management, healthy relationships, decision making, and housing.
12. Worked with area food pantries, meal programs, WIC, and libraries on safe and nutritious food supply, food preservation, and food security.
13. 4-H Youth Development Community Club program grew to include 520 youth and 194 adult leaders within 21 4-H Clubs in the county.
14. “4-H Drama Night” and “Spotlight Stage” were developed to promote public presentation of arts, demonstrations, and education by youth.
15. Incorporated workforce development into Youth Development programming including career exploration and life skills development.
16. Partnered with the afterschool programs in Neenah and Oshkosh school districts to provide direct programming in the areas of STEM (Science, Technology, Engineering and Math), agriculture, and leadership development.
17. Coordinated meetings/use of JP Coughlin Center for nearly 1,000 community/government meetings. Installed Hearing Loop in meeting rooms.

#### **2017 GOALS & OBJECTIVES:**

1. Provide training, facilitation, and process support for agency staff and community organizations on organizational development, strategic planning, and evaluation strategies to improve their capacity to use resources efficiently and make an impact in the community.
2. Expand UW-Extension reach to diverse audiences utilizing a strategic comprehensive marketing plan including multiple mediums.
3. Begin implementation of the nEXT Generation model of UW-Extension, its programming priorities, focus areas and outreach methods.
4. Support the Plan Commission Network and local planners to address emerging local land use issues through cross-program educational programming and research on local food and farmland preservation.
5. Address rural transportation needs in Winnebago County by supporting networks of partners to implement creative strategies.
6. Conduct research projects, field demonstrations, and education on cover crops and soil health for producers and rural nonfarm residents.
7. Provide training for green industry professionals, Master Gardeners, and consumers on horticulture, environment, and sustainability.
8. Work with community agencies and organizations to help families set priorities and use sound decision-making practices to meet basic needs, obtain affordable housing, develop money management skills, and strengthen families across the lifespan.
9. Partner with community agencies and organizations to meet the education and resource needs of limited income individuals and families.
10. Increase 4-H Youth Development Programming presence to underserved audiences, including urban areas of Winnebago County
11. Enhance the workforce readiness and career development components of 4-H Youth.
12. Work with community partners to expand 4-H STEM (Science, Technology, Engineering, and Math)/Youth Development opportunities.
13. Continue to support the JP Coughlin meeting rooms, reservation system, and support services.

# UW-EXTENSION

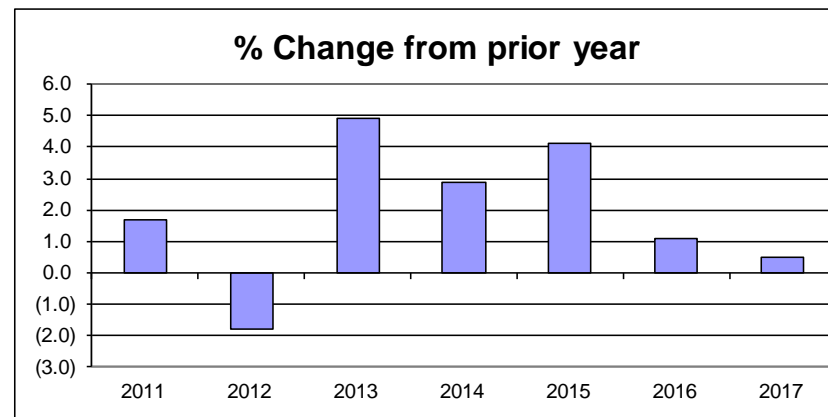
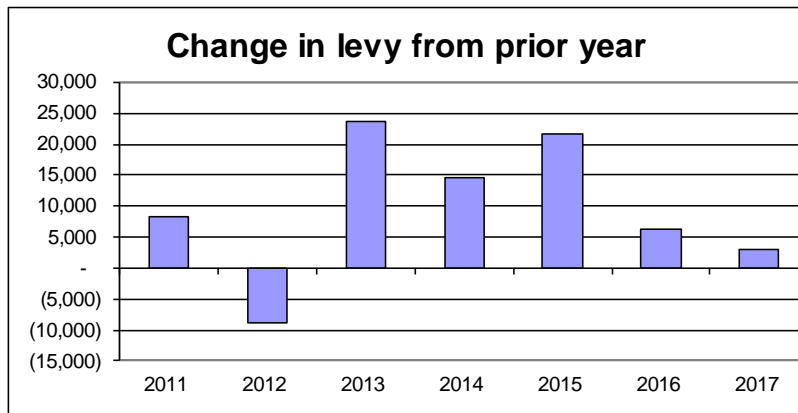
## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	8	8	9	9	9	9	9	10	6	6
Part Time	2	2	0	0	0	0	1	0	0	0
Total	10	10	9	9	9	9	10	10	6	6

There is no change to the staffing table for 2017.

**COUNTY LEVY:** The tax levy for 2017 is \$556,046, an increase of \$2,982 or 0.5% over 2016. There are no significant changes.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - University Extension

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 553,064</b>	
<b>Revenue Changes - impact on levy:</b>		
None	-	
<b>Expense Changes - impact on levy:</b>		
Regular Pay	13,942	Increase due to salary increases from to compensation study.
Temporary Employees	4,000	Increase due to the addition of grant funded positions (supported by grant revenue).
Capital - Buildings	12,000	Addition of a hoop house to the departments capital assets. A hoop house is a portable structure similar to a green house used for growing early and later in the season.
Agricultural Supplies	(6,250)	Decrease to be more in line with past years history.
Food	(3,000)	Decrease due to fewer program meals being served in 2017.
Small Equipment	(11,700)	Decrease based on last years small equipment was increased to do a hearing loop project in the J.P. Coughlin Building.
<b>Other small changes</b>	<b>(6,010)</b>	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ 556,046</b>	

## Financial Summary University Extension

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	20,417	31,510	35,750	35,750	36,750
Labor	133,962	241,257	238,031	242,531	260,431
Travel	6,589	14,440	17,420	17,420	15,000
Capital	23,125	47,924	-	31,924	12,000
Other Expenditures	147,765	303,898	333,363	313,388	305,365
Total Expenditures	311,441	607,519	588,814	605,263	592,796
Levy			553,064		556,046

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 064 - University Extension</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
WI Dept of Administration	42002	7,866	2,586	9,046	8,500	9,000	9,000	9,000	5.88%
WI Dept of Justice	42018	3,958	4,493	4,648	4,000	4,500	4,500	4,500	12.50%
<b>Intergov Rev Subtotal:</b>		<b>11,824</b>	<b>7,079</b>	<b>13,694</b>	<b>12,500</b>	<b>13,500</b>	<b>13,500</b>	<b>13,500</b>	<b>8.00%</b>
<b>Public Services:</b>									
Other Fees	45002	759	30	10,662	1,000	1,000	1,000	1,000	0.00%
Forms Copies Etc	45003	7,000	2,511	2,600	3,000	3,000	3,000	3,000	0.00%
Mail Service Revenue	45015	4,267	5,630	4,224	4,500	4,500	4,500	4,500	0.00%
Donations	45034	0	0	11	0	0	0	0	0.00%
Garden Fees	45054	2,117	2,315	2,022	2,250	2,250	2,250	2,250	0.00%
Program Fees	45055	19,771	24,964	12,336	12,500	12,500	12,500	12,500	0.00%
<b>Public Services Subtotal:</b>		<b>33,914</b>	<b>35,449</b>	<b>31,854</b>	<b>23,250</b>	<b>23,250</b>	<b>23,250</b>	<b>23,250</b>	<b>0.00%</b>
<b>Total Operating Revenue:</b>		<b>45,738</b>	<b>42,528</b>	<b>45,548</b>	<b>35,750</b>	<b>36,750</b>	<b>36,750</b>	<b>36,750</b>	<b>2.80%</b>
<b>Revenue Total:</b>		<b>45,738</b>	<b>42,528</b>	<b>45,548</b>	<b>35,750</b>	<b>36,750</b>	<b>36,750</b>	<b>36,750</b>	<b>2.80%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	181,690	181,341	162,896	171,474	185,416	185,416	185,416	8.13%
Temporary Employees	51101	0	0	2,547	2,000	6,000	6,000	6,000	200.00%
Overtime	51105	1,355	190	0	600	0	0	0	-100.00%
Comp Time	51108	458	583	19	600	0	0	0	-100.00%
Payroll Sundry Account	51190	0	2,473	0	0	0	0	0	0.00%
<b>Wages Subtotal:</b>		<b>183,502</b>	<b>184,587</b>	<b>165,462</b>	<b>174,674</b>	<b>191,416</b>	<b>191,416</b>	<b>191,416</b>	<b>9.58%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 064 - University Extension</b>									
<b>Fringes Benefits:</b>									
FICA Medicare	51200	13,579	13,649	12,128	13,363	14,644	14,644	14,644	9.59%
Health Insurance	51201	48,117	48,108	35,316	35,012	37,947	37,947	37,947	8.38%
Dental Insurance	51202	3,203	3,047	2,149	2,479	2,479	2,479	2,479	0.00%
Workers Compensation	51203	574	206	354	147	297	297	297	102.04%
WI Retirement	51206	12,158	12,724	10,329	11,396	12,609	12,609	12,609	10.64%
Fringe Benefits Other	51207	680	1,157	583	960	1,039	1,039	1,039	8.23%
<b>Fringes Benefits Subtotal:</b>		<b>78,312</b>	<b>78,891</b>	<b>60,858</b>	<b>63,357</b>	<b>69,015</b>	<b>69,015</b>	<b>69,015</b>	<b>8.93%</b>
<b>Total Labor:</b>		<b>261,815</b>	<b>263,478</b>	<b>226,320</b>	<b>238,031</b>	<b>260,431</b>	<b>260,431</b>	<b>260,431</b>	<b>9.41%</b>
<b>Travel:</b>									
Registration Tuition	52001	3,241	2,502	3,077	4,500	5,800	5,050	5,050	12.22%
Automobile Allowance	52002	6,394	5,470	3,864	7,200	5,245	3,845	3,845	-46.60%
Commercial Travel	52004	2,143	0	2,418	2,000	1,700	1,000	1,000	-50.00%
Meals	52005	229	439	908	450	890	800	800	77.78%
Lodging	52006	1,119	1,918	2,964	2,640	3,600	3,290	3,290	24.62%
Other Travel Exp	52007	278	177	420	205	400	350	350	70.73%
Taxable Meals	52008	159	425	247	425	655	665	665	56.47%
<b>Travel Subtotal:</b>		<b>13,563</b>	<b>10,932</b>	<b>13,897</b>	<b>17,420</b>	<b>18,290</b>	<b>15,000</b>	<b>15,000</b>	<b>-13.89%</b>
<b>Total Travel:</b>		<b>13,563</b>	<b>10,932</b>	<b>13,897</b>	<b>17,420</b>	<b>18,290</b>	<b>15,000</b>	<b>15,000</b>	<b>-13.89%</b>
<b>Capital Outlay:</b>									
Buildings	58001	0	16,600	124,661	0	12,000	12,000	12,000	100.00%
Equipment	58004	0	20,881	0	0	0	0	0	0.00%
<b>Capital Outlay Subtotal:</b>		<b>0</b>	<b>37,481</b>	<b>124,661</b>	<b>0</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>100.00%</b>
<b>Total Capital:</b>		<b>0</b>	<b>37,481</b>	<b>124,661</b>	<b>0</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>100.00%</b>



**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 064 - University Extension</b>									
<b>Office:</b>									
Office Supplies	53000	4,303	3,967	4,823	5,000	4,500	4,500	4,500	-10.00%
Stationery and Forms	53001	800	1,224	825	1,200	1,350	1,350	1,350	12.50%
Printing Supplies	53002	2,462	2,246	1,894	2,800	2,250	2,250	2,250	-19.64%
Print Duplicate	53003	3,888	2,872	3,579	4,500	3,850	3,850	3,850	-14.44%
Postage and Box Rent	53004	6,125	5,461	3,363	5,500	4,750	4,750	4,750	-13.64%
Computer Software	53006	140	0	0	200	650	650	650	225.00%
Telephone	53008	1,579	2,522	3,203	4,500	4,500	4,500	4,500	0.00%
Long Distance	53011	0	0	0	0	0	0	0	0.00%
Voice and Data Cabling	53014	0	96	0	250	0	0	0	-100.00%
<b>Office Subtotal:</b>		<b>19,296</b>	<b>18,389</b>	<b>17,687</b>	<b>23,950</b>	<b>21,850</b>	<b>21,850</b>	<b>21,850</b>	<b>-8.77%</b>
<b>Operating:</b>									
Advertising	53500	348	2,766	288	500	500	500	500	0.00%
Subscriptions	53501	987	1,115	956	2,000	1,600	1,600	1,600	-20.00%
Membership Dues	53502	900	1,034	1,465	1,500	1,750	1,750	1,750	16.67%
Agricultural Supplies	53515	4,122	5,991	3,666	12,000	5,750	5,750	5,750	-52.08%
Household Supplies	53516	189	102	102	250	250	250	250	0.00%
Food	53520	3,043	5,506	2,509	6,000	3,000	3,000	3,000	-50.00%
Small Equipment	53522	514	2,290	14,007	13,500	1,800	1,800	1,800	-86.67%
Other Operating Supplies	53533	12,901	5,174	5,863	5,000	6,500	6,500	6,500	30.00%
Automobile Allowance-Other	53538	38	0	0	0	0	0	0	0.00%
Meals Other	53541	5	0	0	0	0	0	0	0.00%
Auto Allowance Taxable	53546	115	0	0	0	0	0	0	0.00%
Motor Fuel	53548	25	256	166	200	250	250	250	25.00%
Building Rental	53550	0	0	25	0	0	0	0	0.00%
Other Rents and Leases	53552	95	0	539	600	600	600	600	0.00%
Small Equipment Technology	53580	4,613	4,259	2,790	5,000	3,471	3,471	3,471	-30.58%
Print Duplicate	73003	17,793	18,372	16,282	20,000	18,000	18,000	18,000	-10.00%
Postage and Box Rent	73004	619	478	322	550	450	450	450	-18.18%
Motor Fuel	73548	1,567	666	1,975	3,000	2,500	2,500	2,500	-16.67%
<b>Operating Subtotal:</b>		<b>47,873</b>	<b>48,010</b>	<b>50,956</b>	<b>70,100</b>	<b>46,421</b>	<b>46,421</b>	<b>46,421</b>	<b>-33.78%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 064 - University Extension</b>									
<b>Repairs &amp; Maint:</b>									
Small Hardware	54008	0	285	10	100	50	50	50	-50.00%
Maintenance Equipment	54022	1,309	1,095	40	1,000	500	500	500	-50.00%
Maintenance Vehicles	54023	0	0	240	150	350	350	350	133.33%
Equipment Repairs	54029	200	0	461	300	300	300	300	0.00%
Maintenance Grounds	74021	0	0	333	0	300	300	300	100.00%
Maintenance Vehicles	74023	555	800	188	800	500	500	500	-37.50%
Equipment Repairs	74029	1,122	1,421	1,452	1,650	0	0	0	-100.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>3,187</b>	<b>3,601</b>	<b>2,724</b>	<b>4,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>-50.00%</b>
<b>Contractual Services:</b>									
Data Processing	55013	400	780	780	850	1,100	1,100	1,100	29.41%
Other Contract Serv	55030	177,001	150,172	199,917	230,750	228,250	228,250	228,250	-1.08%
Other Contract Services	75030	0	0	0	0	1,782	1,782	1,782	100.00%
<b>Contractual Services Subtotal:</b>		<b>177,401</b>	<b>150,952</b>	<b>200,697</b>	<b>231,600</b>	<b>231,132</b>	<b>231,132</b>	<b>231,132</b>	<b>-0.20%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	2,748	2,412	2,688	3,713	3,962	3,962	3,962	6.71%
<b>Insurance Expenses Subtotal:</b>		<b>2,748</b>	<b>2,412</b>	<b>2,688</b>	<b>3,713</b>	<b>3,962</b>	<b>3,962</b>	<b>3,962</b>	<b>6.71%</b>
<b>Total Other Operating:</b>		<b>250,505</b>	<b>223,364</b>	<b>274,753</b>	<b>333,363</b>	<b>305,365</b>	<b>305,365</b>	<b>305,365</b>	<b>-8.40%</b>
<b>Expense Total:</b>		<b>525,882</b>	<b>535,254</b>	<b>639,631</b>	<b>588,814</b>	<b>596,086</b>	<b>592,796</b>	<b>592,796</b>	<b>0.68%</b>
<b>University Extension Net/(Levy):</b>		<b>(480,144)</b>	<b>(492,726)</b>	<b>(594,083)</b>	<b>(553,064)</b>	<b>(559,336)</b>	<b>(556,046)</b>	<b>(556,046)</b>	<b>0.54%</b>

**WINNEBAGO COUNTY  
CAPITAL OUTLAY - 2017**

<u>Department</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Cost</u>	<u>Capital Outlay</u>
UW Extension -				
	Supplies & Construction for Hoop House (greenhouse)	1	12,000	12,000
		<b>1</b>		<b>12,000</b>

# PARKS

General Fund – Division: 065  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: Robert A. Way  
LOCATION: Winnebago County  
625 East County Road Y  
Oshkosh, WI 54901

TELEPHONE: 232-1961

## MISSION STATEMENT:

To provide for the physical maintenance and development of County-owned park lands; facilitate recreational programming; provide access to, and navigation aides for, the major bodies of water; provide multi-use recreation trails; and promote the use of the County Exposition grounds for the annual County Fair and other special events.

## PROGRAM DESCRIPTION:

**PARKS** Provide park sites that can serve as a destination with enough and varied support facilities to provide for a daylong recreation experience on the site.

**BOAT LANDINGS** Provide quality boat launch sites on major bodies of water that possess site amenities and can serve as day use park sites for boaters and non-boaters alike.

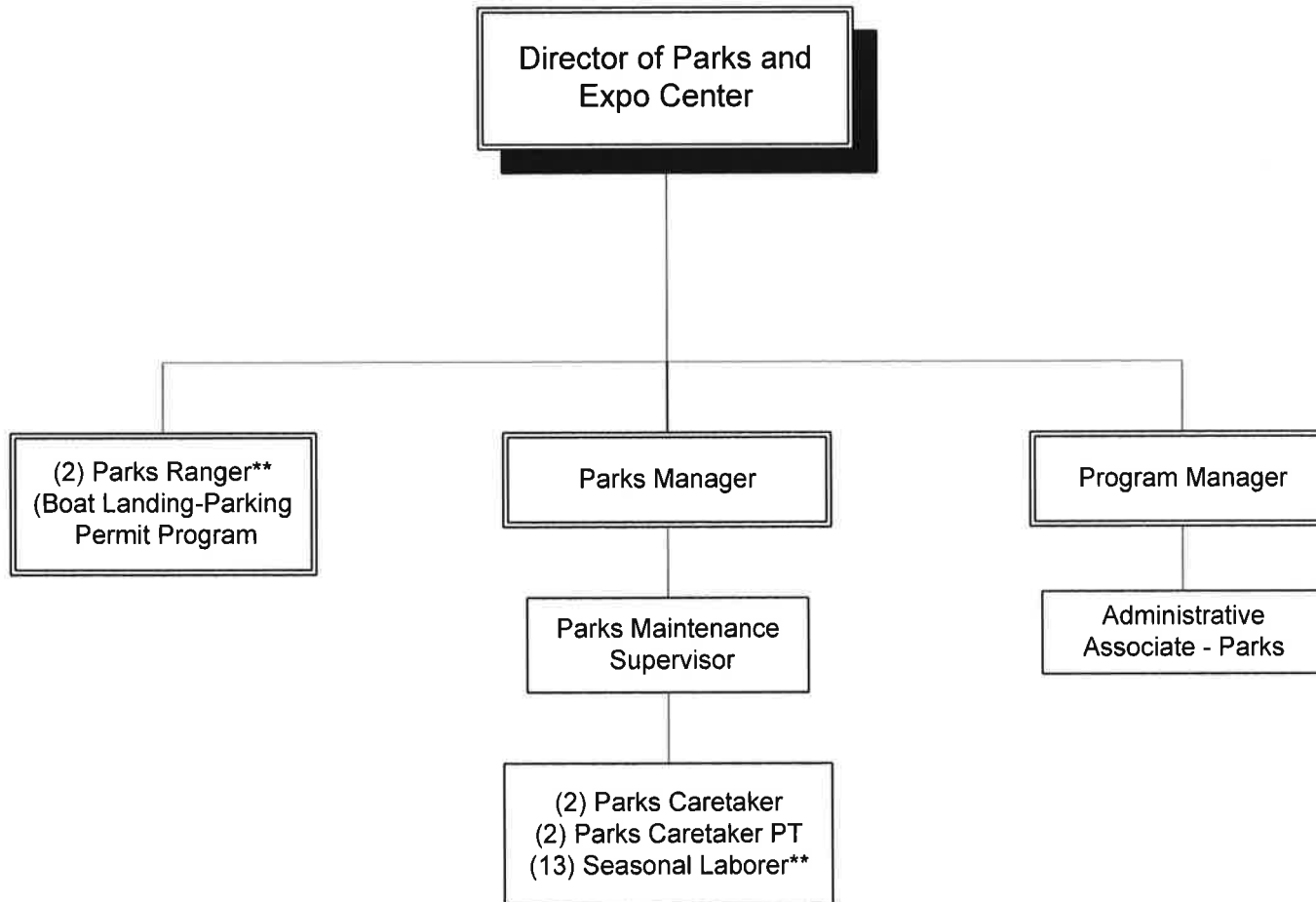
**NAVIGATION AIDS** Mark major navigation channels throughout the Winnebago County lakes system with both lighted and unlighted buoys to assist boaters in reaching their destination.

**RECREATION TRAILS** Provide multipurpose trail corridors through ownership and leasing for a variety of recreational activities.

**EXPO CENTER** Provide a facility where a wide variety of events, festivals, competitive shows and meeting/training sessions can occur.

**PRESERVATION AND CONSERVATION AREAS** Provide for perpetuation of sensitive lands and areas of historical, archaeological or vegetative significance.

# PARKS



\*\* Unclassified Position

# **PARKS**

**General Fund – Division: 065  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Robert A. Way  
**LOCATION:** Winnebago County  
625 East County Road Y  
Oshkosh, WI 54901

**TELEPHONE: 232-1961**

## **2016 ACCOMPLISHMENTS:**

1. Engaged in the first year of the department's Emerald Ash Borer tree inoculation efforts involving select Ash trees on various Parks properties.
2. Performed a comprehensive assessment of roof conditions on each of the department's 31 buildings as well as a preventive maintenance metric.
3. Conducted the first prescribed burn of prairie grasses within a 6 acre parcel located in the northwest corner of the Community Park.
4. Utilized in-house labor along with volunteer support offered by the second grade class of Valley Christian School to plant the first sections of prairie seed and milkweed plants within the newly developed Community Park Natural Way.
5. Continued to increase the volume and diversity of tree stock on the grounds of both the Community Park and the Sunnyview Exposition Center with the planting of 25 additional trees.
6. Implemented major changes into the design of the 36 hole Community Park Disc Golf Course through use of mounding features constructed from excess fill materials associated with the Community Park Road/Shared Path Improvement Project.
7. Engaged in a bollard installation/drainage refinement project along the north side of the main parking lot at Osh-O-Nee Boat Landing intended to both improve on-site drainage as well as to curtail the damage caused by vehicles riding on adjacent turf.
8. Continued with efforts to enhance the quality of shoreline fishing in Community Park Pond #2 through the addition of fish cribs and fish stock.
9. Installed outdoor fitness equipment purchased through a grant from Greenfield Fitness as well as completion of Phase I of The Natural Way plantings as designated in the Ayres comprehensive plan, also using milkweed plugs from a Monarch Watch grant.
10. Following acceptance of a sufficient donation provided by the Friends of Winnebago County Dog Parks, Inc., worked with the organization in planning and subsequent installation of a 1 inch waterline into the Community Park Dog Park to be used as a water source for visiting canines.

11. Finished the final components of the Community Park Tennis Court Project with installation of a bottle filler/ drinking water fountain and a basketball hoop fixture. Landscaping was also completed with the forming of a U6 soccer field in the spot left available following demolition of the 3 north tennis courts.
12. Installed a message board and additional interior Expo directional signage within the Expo grounds and revamped of Hwy. 76 entranceway.
13. Partnered with OCVB on new large event for June 2017 as well as finalization of the 2015 Economic Impact Study Report compiled by ECWRPC for Winnebago County Parks' Trails and Nature Preserves.
14. Worked with the Hwy. Department to solve drainage problems around barns and outdoor arena by installing drain tile throughout. Coupled with this work was a considerable amount of asphalt repair done along the walkway/access drive under the west sides of the 4 livestock barns.
15. Began development of a primitive camping site within a vacant 6 acre field area situated along the north edge of the Sunnyview Expo property.
16. Began working with the Winnebago County Fair Association and Winnebago County 4H to establish a means for fundraising to complete installation of the historic Winnebago County Fairgrounds arch at the Expo Center using plans provided under contract by Ayres Assoc..

#### **2017 GOALS AND OBJECTIVES:**

1. Work with the Oshkosh Cycle Club in efforts to create an off-road bike course within a remote 15 acre wooded parcel situated along the east side of the Waukau Dam property.
2. Work with the Solid Waste Department in planning efforts that concentrate on development of the Ken Robl Conservation Park.
3. Continue with the 2<sup>nd</sup> series of prescribed burns within the 5 acre section of prairie located in the northeast portion of the Community Park.
4. Finish replacement of clerestory windows in all barns and installing barn fans for air flow, continue sign program at both Expo and Park, continue development of new primitive camping area on the northern edge of the Expo grounds, address drainage in front lawn area of Expo using Hwy. Department resources.
5. Pursue funding for continuation of sensory play equipment such as outdoor musical instruments, guided pathways with universal signage and other learn/play equipment for The Natural Way, and continue planting of next phase of natural areas in The Natural Way which consists of shrubs and trees for habitat according to Ayres comprehensive plan, using volunteers and grant funding.
6. Complete planning for installation of the arch using the Hwy. Department resources to install footings as well as to raise and secure arch.
7. Pursue asphalt repair of main Expo parking lot using Hwy. Department resources and continue program of re-establishing ditch lines.
8. Work with Life Promotions on permanent stage installation and development of entertainment area.

- 9. Plan and execute 50<sup>th</sup> birthday celebration for the Community Park.**
- 10. Continue pavement rehab program within the various boat landings using Hwy. Department resources.**
- 11. Work with Green Lake Greenways organization and the Parks Department's Mascoutin Trail Sponsor, VINES & RUSHES, in fundraising efforts designed to produce revenues for purchase and installation of a bike repair and kiosk station along the Mascoutin.**
- 12. Continue working with the Hwy. Department and the Health Department in completing the designs of the D.O.T.'s TAP Grant which is aimed at developing a Winnebago County Bike/Ped Plan for the rural areas.**



# PARKS

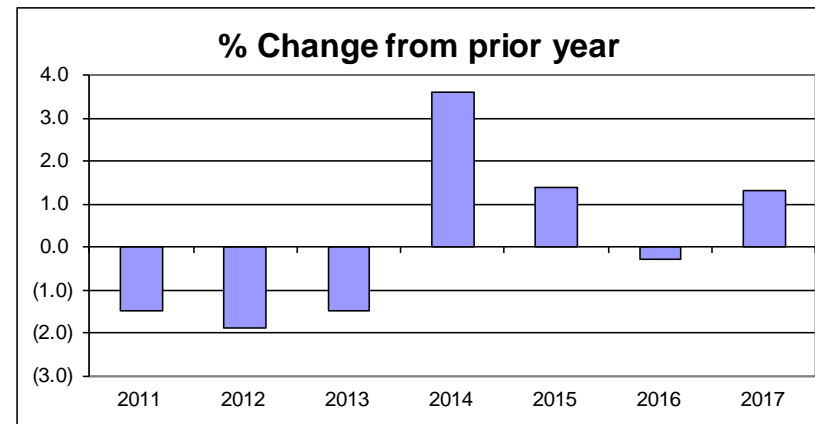
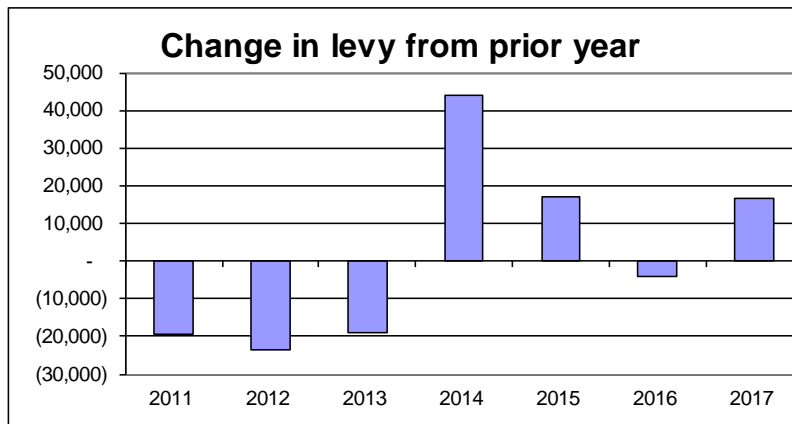
## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	10	7	7	6	6	6	6	6	7	7
Part Time	2	2	2	2	2	2	2	2	2	2
Total	12	9	9	8	8	8	8	8	9	9

There is no change to the staffing table for 2017.

**COUNTY LEVY:** The 2017 net levy is \$1,279,527, an increase of \$16,508 or 1.3% over 2016. The majority of the increase comes in the capital outlay category, which contains re-grading the racetrack and stage loading pad excavation, hard surfacing the audience area, and fencing in the grandstand area for pedestrian entrance. This is in anticipation of Life Fest putting in a stage and donating it to the County. The facility will be converted to a music and other entertainment venue. These capital expenditures are contingent on the stage being built.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Parks

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 1,263,019</b>	
<b>Significant changes to revenues:</b>		
Other Grantor Agencies	33,650	Decrease based on the absence of available grant opportunities.
Rental Revenues	(30,000)	Increase based on additional revenue to be derived from change in programming within the grandstand venue.
Concession Revenue	(3,550)	Increase based on additional revenue to be derived from change in programming within the grandstand venue.
<b>Significant changes to expenses:</b>		
Regular Pay	13,422	Reflects normal pay increases.
Temporary Employees	4,045	Reflects normal pay increases.
Health Insurance	9,320	Increase in health insurance premiums as forecasted by Human Resources
Workers Compensation	4,302	Increase due to projected costs from Finance.
Capital - Improvements	101,574	Increase intended to accommodate costs tied to the grandstand venue improvements.
Capital - Equipment	(50,000)	Decrease based on adequate equipment inventory, no new purchases needed.
Advertising	(3,000)	Decrease based on the completion of the Expo "ARCH-RAISING" campaign.
Small Equipment	(8,790)	Decrease based on completion of re-supplying picnic tables and Expo table & chairs.
Motor Fuel	(8,000)	Decrease based on the trend of fuel costs decreasing over the past few years.
Maintenance Grounds	(15,300)	Decrease based on the amount of internal projects that can be accomplished in 2017.
Maintenance Grounds - Interfund	(8,100)	Decrease to move funds into refuse collection and this account will be used only for work performed by the Highway Department for maintenance of grounds.
Heat	(6,000)	Decrease based on a medium in available funds that could cover expenses associated with a hard winter vs a temperate winter.

## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Parks

Account	Amount	Description
Water and Sewer	(14,900)	Decrease based on last years budget was increased to reflect anticipated 13% increase in storm water credit billings (city council did not approve this increase). The 2017 budget calculation is more true to history.
Refuse Collection	23,750	Increase due to adding this new account for the container rental program fees being properly coded here instead of in maintenance grounds-interfund where it had been coded.
Grounds Maintenance	(19,000)	Decrease based on a reduction in Community Park funding due to inflation in 2016 as a contingency account for possible extra landscaping costs not covered under the Parks Road/Shared Use Path Project.
Building Repairs	(6,300)	Decrease due to the completion of the Barn window replacement project.
Property Liability Insurance	(3,705)	Decrease in insurance rates from the Wisconsin Local Government Property Insurance Fund.
<b>Other small changes</b>	3,090	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ 1,279,527</b>	

**Financial Summary**  
**Parks (Excludes Boat Launch)**

<b>Items</b>	<b>2016 7-Month Actual</b>	<b>2016 12-Month Estimate</b>	<b>2016 Adopted Budget</b>	<b>2016 Adjusted Budget</b>	<b>2017 Adopted Budget</b>
Total Revenues	180,567	304,032	334,497	334,497	334,787
Labor	367,160	690,160	652,828	652,828	689,940
Travel	960	3,220	3,426	3,426	2,900
Capital	73,880	73,880	128,650	128,650	180,224
Other Expenditures	363,315	764,793	812,612	817,762	741,250
Total Expenditures	805,315	1,532,053	1,597,516	1,602,666	1,614,314
Levy			1,263,019		1,279,527

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 065 - Parks</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
WI Natural Resources	42009	45,700	52,555	33,400	33,400	33,400	33,400	33,400	0.00%
Other Grantor Agencies	42019	0	500	0	33,650	0	0	0	-100.00%
<b>Intergov Rev Subtotal:</b>		<b>45,700</b>	<b>53,055</b>	<b>33,400</b>	<b>67,050</b>	<b>33,400</b>	<b>33,400</b>	<b>33,400</b>	<b>-50.19%</b>
<b>Public Services:</b>									
Other Fees	45002	3,119	0	505	2,222	2,222	2,222	2,222	0.00%
Rental Revenues	45011	206,646	191,324	190,394	220,000	250,000	250,000	250,000	13.64%
Photocopy Revenue	45014	0	0	0	25	25	25	25	0.00%
Restitution	45022	195	293	35	50	40	40	40	-20.00%
Donations	45034	2,001	4,019	1,207	0	1,000	1,000	1,000	100.00%
Concession Revenue	45050	50,124	29,526	28,598	24,450	28,000	28,000	28,000	14.52%
Park Reservations	45056	15,750	15,820	9,750	14,000	14,500	14,500	14,500	3.57%
<b>Public Services Subtotal:</b>		<b>277,835</b>	<b>240,982</b>	<b>230,489</b>	<b>260,747</b>	<b>295,787</b>	<b>295,787</b>	<b>295,787</b>	<b>13.44%</b>
<b>Intergov Services:</b>									
Other Fees	43001	0	13	1,625	0	0	0	0	0.00%
<b>Intergov Services Subtotal:</b>		<b>0</b>	<b>13</b>	<b>1,625</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Operating Revenue:</b>		<b>323,535</b>	<b>294,050</b>	<b>265,514</b>	<b>327,797</b>	<b>329,187</b>	<b>329,187</b>	<b>329,187</b>	<b>0.42%</b>
<b>Misc Revenues:</b>									
Sale Of Prop Equip	48104	1,423	500	0	6,100	5,000	5,000	5,000	-18.03%
Sale of Scrap	48106	0	225	241	500	500	500	500	0.00%
Other Miscellaneous Revenues	48109	251	3,692	5,969	0	100	100	100	100.00%
Rummage Sales	48111	1,284	0	0	100	0	0	0	-100.00%
<b>Misc Revenues Subtotal:</b>		<b>2,958</b>	<b>4,417</b>	<b>6,209</b>	<b>6,700</b>	<b>5,600</b>	<b>5,600</b>	<b>5,600</b>	<b>-16.42%</b>
<b>Total Non-Operating Revenue:</b>		<b>2,958</b>	<b>4,417</b>	<b>6,209</b>	<b>6,700</b>	<b>5,600</b>	<b>5,600</b>	<b>5,600</b>	<b>-16.42%</b>
<b>Revenue Total:</b>		<b>326,492</b>	<b>298,467</b>	<b>271,723</b>	<b>334,497</b>	<b>334,787</b>	<b>334,787</b>	<b>334,787</b>	<b>0.09%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 065 - Parks</b>									
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	339,534	358,582	366,054	411,494	424,916	424,916	424,916	3.26%
Temporary Employees	51101	80,968	75,684	90,425	71,455	75,500	75,500	75,500	5.66%
Overtime	51105	1,235	7,767	2,161	4,000	5,000	5,000	5,000	25.00%
Comp Time	51108	419	250	163	0	0	0	0	0.00%
Payroll Sundry Account	51190	0	6,880	0	0	0	0	0	0.00%
<b>Wages Subtotal:</b>		<b>422,157</b>	<b>449,164</b>	<b>458,803</b>	<b>486,949</b>	<b>505,416</b>	<b>505,416</b>	<b>505,416</b>	<b>3.79%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	31,427	33,453	34,361	37,252	38,664	38,664	38,664	3.79%
Health Insurance	51201	46,044	55,414	74,449	94,606	103,926	103,926	103,926	9.85%
Dental Insurance	51202	2,371	2,185	3,791	5,784	6,870	6,870	6,870	18.78%
Workers Compensation	51203	12,902	4,099	4,544	3,490	7,792	7,792	7,792	123.27%
Unemployment Comp	51204	4,069	530	11	0	0	0	0	0.00%
WI Retirement	51206	17,097	19,615	19,130	22,443	24,893	24,893	24,893	10.92%
Fringe Benefits Other	51207	1,745	2,176	2,303	2,304	2,379	2,379	2,379	3.26%
<b>Fringes Benefits Subtotal:</b>		<b>115,656</b>	<b>117,470</b>	<b>138,588</b>	<b>165,879</b>	<b>184,524</b>	<b>184,524</b>	<b>184,524</b>	<b>11.24%</b>
<b>Total Labor:</b>		<b>537,812</b>	<b>566,634</b>	<b>597,391</b>	<b>652,828</b>	<b>689,940</b>	<b>689,940</b>	<b>689,940</b>	<b>5.68%</b>
<b>Travel:</b>									
Registration Tuition	52001	1,096	924	1,435	1,200	1,600	1,200	1,200	0.00%
Automobile Allowance	52002	0	0	0	200	100	0	0	-100.00%
Meals	52005	71	102	53	375	400	400	400	6.67%
Lodging	52006	660	744	1,033	1,650	1,600	1,300	1,300	-21.21%
Other Travel Exp	52007	0	0	0	0	200	0	0	0.00%
Taxable Meals	52008	0	18	8	0	0	0	0	0.00%
<b>Travel Subtotal:</b>		<b>1,828</b>	<b>1,789</b>	<b>2,528</b>	<b>3,425</b>	<b>3,900</b>	<b>2,900</b>	<b>2,900</b>	<b>-15.33%</b>
<b>Total Travel:</b>		<b>1,828</b>	<b>1,789</b>	<b>2,528</b>	<b>3,425</b>	<b>3,900</b>	<b>2,900</b>	<b>2,900</b>	<b>-15.33%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 065 - Parks</b>									
<b>Capital Outlay:</b>									
Improvements	58002	134,113	5,510	0	78,650	180,224	180,224	180,224	129.15%
Equipment	58004	44,580	119,784	76,204	50,000	0	0	0	-100.00%
<b>Capital Outlay Subtotal:</b>		<b>178,692</b>	<b>125,294</b>	<b>76,204</b>	<b>128,650</b>	<b>180,224</b>	<b>180,224</b>	<b>180,224</b>	<b>40.09%</b>
<b>Total Capital:</b>									
		<b>178,692</b>	<b>125,294</b>	<b>76,204</b>	<b>128,650</b>	<b>180,224</b>	<b>180,224</b>	<b>180,224</b>	<b>40.09%</b>
<b>Office:</b>									
Office Supplies	53000	928	622	1,928	700	900	900	900	28.57%
Stationery and Forms	53001	18	0	36	100	100	100	100	0.00%
Printing Supplies	53002	117	148	28	200	200	200	200	0.00%
Print Duplicate	53003	0	41	108	135	135	135	135	0.00%
Postage and Box Rent	53004	290	162	137	200	200	200	200	0.00%
Computer Software	53006	0	0	561	0	0	0	0	0.00%
Telephone	53008	4,790	6,141	5,488	6,300	6,200	6,200	6,200	-1.59%
Long Distance	53011	1	113	0	0	0	0	0	0.00%
Wireless	53012	1,711	1,057	0	1,400	0	0	0	-100.00%
Voice and Data Cabling	53014	361	0	0	100	0	0	0	-100.00%
<b>Office Subtotal:</b>		<b>8,215</b>	<b>8,284</b>	<b>8,286</b>	<b>9,135</b>	<b>7,735</b>	<b>7,735</b>	<b>7,735</b>	<b>-15.33%</b>
<b>Operating:</b>									
Advertising	53500	3,846	8,822	21,361	18,000	15,000	15,000	15,000	-16.67%
Membership Dues	53502	1,254	900	1,100	1,200	550	550	550	-54.17%
Uniforms Tools Allowance	53517	269	558	825	1,400	950	950	950	-32.14%
Food	53520	262	18	165	200	150	150	150	-25.00%
Small Equipment	53522	98,816	47,389	36,260	26,490	17,700	17,700	17,700	-33.18%
Recreation Supplies	53529	33,509	31,046	28,520	23,900	25,500	25,500	25,500	6.69%
Other Operating Supplies	53533	2,820	3,325	5,909	3,000	3,170	3,170	3,170	5.67%
Motor Fuel	53548	16,472	10,216	6,429	15,000	7,000	7,000	7,000	-53.33%
Land Rental	53549	0	48	0	48	48	48	48	0.00%
Building Rental	53550	0	0	0	0	2,900	2,900	2,900	100.00%
Equipment Rental	53551	2,437	3,944	3,255	3,550	10,850	10,850	10,850	205.63%
Operating Licenses Fees	53553	658	1,009	566	1,100	1,100	1,100	1,100	0.00%
Taxes & Assessments	53562	10	50	59	25	58	58	58	132.00%
Printing Supplies	73002	0	0	0	200	200	200	200	0.00%

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 065 - Parks</b>									
Print Duplicate	73003	825	1,300	2,397	1,500	1,500	1,500	1,500	0.00%
Postage and Box Rent	73004	288	272	325	500	500	500	500	0.00%
Motor Fuel	73548	11,831	13,980	8,489	12,975	12,000	12,000	12,000	-7.51%
<b>Operating Subtotal:</b>		<b>173,295</b>	<b>122,876</b>	<b>115,659</b>	<b>109,088</b>	<b>99,176</b>	<b>99,176</b>	<b>99,176</b>	<b>-9.09%</b>
<b>Repairs &amp; Maint:</b>									
Maintenance Buildings	54020	14,733	14,491	18,020	15,500	12,550	12,550	12,550	-19.03%
Maintenance Grounds	54021	20,778	26,679	38,093	37,100	21,800	21,800	21,800	-41.24%
Maintenance Equipment	54022	5,597	7,275	6,179	11,750	8,800	8,800	8,800	-25.11%
Maintenance Vehicles	54023	6	311	232	500	0	0	0	-100.00%
Other Maint Supplies	54028	131	848	0	200	0	0	0	-100.00%
Equipment Repairs	54029	3,154	294	42	0	0	0	0	0.00%
Maintenance Grounds	74021	105,660	47,753	99,882	71,100	63,000	63,000	63,000	-11.39%
Equipment Repairs	74029	40,226	30,698	60,443	56,396	56,000	56,000	56,000	-0.70%
<b>Repairs &amp; Maint Subtotal:</b>		<b>190,285</b>	<b>128,349</b>	<b>222,891</b>	<b>192,546</b>	<b>162,150</b>	<b>162,150</b>	<b>162,150</b>	<b>-15.79%</b>
<b>Utilities:</b>									
Heat	54700	23,358	32,570	17,079	35,000	29,000	29,000	29,000	-17.14%
Power and Light	54701	89,803	85,001	81,940	87,900	86,500	86,500	86,500	-1.59%
Water and Sewer	54702	80,815	89,400	98,387	110,000	95,100	95,100	95,100	-13.55%
Refuse Collection	74703	0	0	0	0	23,750	23,750	23,750	100.00%
<b>Utilities Subtotal:</b>		<b>193,977</b>	<b>206,970</b>	<b>197,406</b>	<b>232,900</b>	<b>234,350</b>	<b>234,350</b>	<b>234,350</b>	<b>0.62%</b>
<b>Contractual Services:</b>									
Medical and Dental	55000	1,703	2,199	2,389	2,500	2,400	2,400	2,400	-4.00%
Pest Extermination	55002	2,068	0	0	100	100	100	100	0.00%
Vehicle Repairs	55005	3,429	2,369	10,515	5,000	3,000	3,000	3,000	-40.00%
Grounds Maintenance	55007	205,450	148,325	129,108	165,100	146,100	146,100	146,100	-11.51%
Building Repairs	55008	28,695	16,126	31,089	23,500	17,200	17,200	17,200	-26.81%
Professional Service	55014	19,325	17,261	3,736	15,500	14,500	14,500	14,500	-6.45%
Janitorial Services	55016	1,152	1,111	707	1,400	1,000	1,000	1,000	-28.57%
Security Service	55028	4,545	2,276	10,848	14,500	17,400	15,900	15,900	9.66%
<b>Contractual Services Subtotal:</b>		<b>266,368</b>	<b>189,667</b>	<b>188,392</b>	<b>227,600</b>	<b>201,700</b>	<b>200,200</b>	<b>200,200</b>	<b>-12.04%</b>



**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 065 - Parks</b>									
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	38,544	37,944	37,092	41,344	37,639	37,639	37,639	-8.96%
<b>Insurance Expenses Subtotal:</b>		<b>38,544</b>	<b>37,944</b>	<b>37,092</b>	<b>41,344</b>	<b>37,639</b>	<b>37,639</b>	<b>37,639</b>	<b>-8.96%</b>
<b>Total Other Operating:</b>		<b>870,683</b>	<b>694,090</b>	<b>769,726</b>	<b>812,613</b>	<b>742,750</b>	<b>741,250</b>	<b>741,250</b>	<b>-8.78%</b>
<b>Expense Total:</b>		<b>1,589,016</b>	<b>1,387,807</b>	<b>1,445,850</b>	<b>1,597,516</b>	<b>1,616,814</b>	<b>1,614,314</b>	<b>1,614,314</b>	<b>1.05%</b>
<b>Parks Net/(Levy):</b>		<b>(1,262,524)</b>	<b>(1,089,340)</b>	<b>(1,174,127)</b>	<b>(1,263,019)</b>	<b>(1,282,027)</b>	<b>(1,279,527)</b>	<b>(1,279,527)</b>	<b>1.31%</b>

# Boat Launch Fee Program - Parks

## 2017 BUDGET NARRATIVE HIGHLIGHTS

**DESCRIPTION:** The Boat Launch Fee program is a program that started several years ago. The County instituted a fee for people to launch boats onto Winnebago County waterways. The intent of this was to establish a program that would fund the maintenance of the boat launch's, docks and other boating related facilities therefore removing it from the general tax levy.

**COUNTY LEVY:** There is no tax levy for this function. It is self-supporting from boat launch fees.

**FUND BALANCE:** A fund balance roll forward schedule can be viewed in the Overview section of the budget book. It is listed as Fund Projections in the table of contents.

## **SIGNIFICANT CHANGES FROM 2016 ADOPTED - Boat Launch Fee Program**

<b>Account</b>	<b>Amount</b>	<b>Description</b>
<b>Significant changes from 2016</b>		
<b>Deficit 2016</b>	\$ 9,828	
<b>Revenue Changes - impact on levy:</b>		
None	-	
<b>Expense Changes - impact on levy:</b>		
None	-	
<b>Other small changes</b>	8,359	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Deficit 2017</b>	\$ 18,187	

**The deficit will be covered with funds from the programs Fund Balance.**

## Financial Summary Boat Launch

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	62,688	107,500	108,910	110,500	106,000
Labor	7,706	14,277	17,028	17,028	15,687
Travel	-	-	-	-	-
Capital	-	-	-	-	-
Other Expenditures	27,503	102,301	101,710	106,000	108,500
Total Expenditures	35,209	116,578	118,738	123,028	124,187
Levy Before Fund Balance Adjustments			9,828		18,187
Decrease fund balance			(9,828)		(18,187)
Net Levy After Fund Balance Adjustments			-		-

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 070 - Boat Landing</b>									
<b>Revenue</b>									
<b>Fines and Permits:</b>									
Boat Launching Fees	44106	127,309	123,290	106,578	108,910	106,000	106,000	106,000	-2.67%
<b>Fines and Permits Subtotal:</b>		<b>127,309</b>	<b>123,290</b>	<b>106,578</b>	<b>108,910</b>	<b>106,000</b>	<b>106,000</b>	<b>106,000</b>	<b>-2.67%</b>
<b>Total Operating Revenue:</b>		<b>127,309</b>	<b>123,290</b>	<b>106,578</b>	<b>108,910</b>	<b>106,000</b>	<b>106,000</b>	<b>106,000</b>	<b>-2.67%</b>
<b>Revenue Total:</b>		<b>127,309</b>	<b>123,290</b>	<b>106,578</b>	<b>108,910</b>	<b>106,000</b>	<b>106,000</b>	<b>106,000</b>	<b>-2.67%</b>
<b>Expense</b>									
<b>Wages:</b>									
Temporary Employees	51101	9,191	9,878	8,916	12,000	11,000	11,000	11,000	-8.33%
<b>Wages Subtotal:</b>		<b>9,191</b>	<b>9,878</b>	<b>8,916</b>	<b>12,000</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>	<b>-8.33%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	703	756	682	918	677	677	677	-26.25%
Workers Compensation	51203	289	24	82	110	110	110	110	0.00%
Unemployment Comp	51204	4,265	3,677	3,965	4,000	3,900	3,900	3,900	-2.50%
<b>Fringes Benefits Subtotal:</b>		<b>5,257</b>	<b>4,456</b>	<b>4,729</b>	<b>5,028</b>	<b>4,687</b>	<b>4,687</b>	<b>4,687</b>	<b>-6.78%</b>
<b>Total Labor:</b>		<b>14,447</b>	<b>14,334</b>	<b>13,644</b>	<b>17,028</b>	<b>15,687</b>	<b>15,687</b>	<b>15,687</b>	<b>-7.88%</b>
<b>Capital Outlay:</b>									
Improvements	58002	38,839	42,210	0	0	0	0	0	0.00%
Equipment	58004	0	0	22,139	0	0	0	0	0.00%
<b>Capital Outlay Subtotal:</b>		<b>38,839</b>	<b>42,210</b>	<b>22,139</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Capital:</b>		<b>38,839</b>	<b>42,210</b>	<b>22,139</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 070 - Boat Landing</b>									
<b>Office:</b>									
Office Supplies	53000	75	39	0	0	0	0	0	0.00%
Stationery and Forms	53001	7,296	8,709	2,699	6,500	5,700	5,700	5,700	-12.31%
Printing Supplies	53002	0	245	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>7,371</b>	<b>8,993</b>	<b>2,699</b>	<b>6,500</b>	<b>5,700</b>	<b>5,700</b>	<b>5,700</b>	<b>-12.31%</b>
<b>Operating:</b>									
Advertising	53500	0	698	0	0	1,500	1,500	1,500	100.00%
Small Equipment	53522	731	2,533	1,524	2,000	2,000	2,000	2,000	0.00%
Equipment Rental	53551	1,393	5,827	6,694	3,500	5,900	5,900	5,900	68.57%
Small Equipment Technology	53580	422	0	0	0	0	0	0	0.00%
Print Duplicate	73003	0	13	0	0	0	0	0	0.00%
Motor Fuel	73548	0	0	0	2,000	1,500	1,500	1,500	-25.00%
<b>Operating Subtotal:</b>		<b>2,546</b>	<b>9,070</b>	<b>8,218</b>	<b>7,500</b>	<b>10,900</b>	<b>10,900</b>	<b>10,900</b>	<b>45.33%</b>
<b>Repairs &amp; Maint:</b>									
Maintenance Buildings	54020	0	0	199	0	0	0	0	0.00%
Maintenance Grounds	54021	275	1,319	4,031	400	3,350	3,350	3,350	737.50%
Maintenance Equipment	54022	0	91	0	200	150	150	150	-25.00%
Maintenance Vehicles	54023	0	0	0	100	100	100	100	0.00%
Maintenance Grounds	74021	4,414	42,662	26,463	57,910	55,000	55,000	55,000	-5.03%
<b>Repairs &amp; Maint Subtotal:</b>		<b>4,689</b>	<b>44,072</b>	<b>30,693</b>	<b>58,610</b>	<b>58,600</b>	<b>58,600</b>	<b>58,600</b>	<b>-0.02%</b>
<b>Utilities:</b>									
Power and Light	54701	6,684	6,736	6,914	6,000	5,000	5,000	5,000	-16.67%
Water and Sewer	54702	360	480	480	500	400	400	400	-20.00%
<b>Utilities Subtotal:</b>		<b>7,044</b>	<b>7,216</b>	<b>7,394</b>	<b>6,500</b>	<b>5,400</b>	<b>5,400</b>	<b>5,400</b>	<b>-16.92%</b>
<b>Contractual Services:</b>									
Grounds Maintenance	55007	15,846	10,587	17,664	18,100	20,900	20,900	20,900	15.47%
Professional Service	55014	11,091	8,109	8,950	4,500	7,000	7,000	7,000	55.56%
<b>Contractual Services Subtotal:</b>		<b>26,937</b>	<b>18,696</b>	<b>26,614</b>	<b>22,600</b>	<b>27,900</b>	<b>27,900</b>	<b>27,900</b>	<b>23.45%</b>
<b>Total Other Operating:</b>		<b>48,587</b>	<b>88,047</b>	<b>75,618</b>	<b>101,710</b>	<b>108,500</b>	<b>108,500</b>	<b>108,500</b>	<b>6.68%</b>
<b>Expense Total:</b>		<b>101,873</b>	<b>144,591</b>	<b>111,401</b>	<b>118,738</b>	<b>124,187</b>	<b>124,187</b>	<b>124,187</b>	<b>4.59%</b>
<b>Boat Landing Net Surplus / (Deficit):</b>		<b>25,436</b>	<b>(21,301)</b>	<b>(4,823)</b>	<b>(9,828)</b>	<b>(18,187)</b>	<b>(18,187)</b>	<b>(18,187)</b>	<b>85.05%</b>

Note: a deficit will result in a draw down of fund balance. A surplus will increase the ending fund balance.

**WINNEBAGO COUNTY  
CAPITAL OUTLAY - 2017**

<u>Department</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Cost</u>	<u>Capital Outlay</u>
Parks -				
Expo -	Racetrack re-grading w/ road and stage loading pad excavation	1	105,000	105,000
	Hard surface audience area	1	53,000	53,000
	Fencing on west side of grandstand for pedestrian entrance	1	22,224	22,224
		<b>3</b>		<b>180,224</b>

# **PARKS PROGRAM BUDGETS**

NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
								2017	2016	2015	2017 OVER	2016 OVER
								ADOPTED	ADOPTED	ADOPTED	2016	2015
Administration	1065	689,940	2,900	-	181,501	874,341		874,341	979,698	887,305	(10.8)	10.4
Revenues	1065						8,887	(8,887)	(42,647)	(21,647)	(79.2)	97.0
Swimming Lake	1066	-	-	-	112,120	112,120		112,120	153,350	184,700	(26.9)	(17.0)
Revenues	1066						20,500	(20,500)	(20,450)	(18,000)	0.2	100.0
Recreation Trails	1067	-	-	-	59,855	59,855		59,855	65,652	61,753	(8.8)	6.3
Revenues	1067						33,400	(33,400)	(33,400)	(33,400)	0.0	0.0
Navigational Aids	1068	-	-	-	99,600	99,600		99,600	101,500	120,000	(1.9)	(15.4)
Revenues	1068						-	-	-	-	0.0	0.0
Exhibition Site	1069	-	-	180,224	288,174	468,398		468,398	297,316	296,010	57.5	0.4
Revenues	1069						272,000	(272,000)	(238,000)	(209,800)	14.3	13.4
Boat Launch	1070	15,687	-	-	108,500	124,187		124,187	118,738	192,388	4.6	(38.3)
Revenues	1070						106,000	(106,000)	(108,910)	(156,000)	(2.7)	(30.2)
<b>Grand Totals</b>		<u>705,627</u>	<u>2,900</u>	<u>180,224</u>	<u>849,750</u>	<u>1,738,501</u>	<u>440,787</u>	<u>1,297,714</u>	<u>1,272,847</u>	<u>1,303,309</u>	2.0	(2.3)
Back out boat launch								(18,187)	(9,828)	(36,388)	85.1	(73.0)
Adjusted Levy								<u>1,279,527</u>	<u>1,263,019</u>	<u>1,266,921</u>	1.3	(0.3)



## SUMMARY BY DIVISION

	<u>Revenues</u>	<u>Expenses</u>	<u>Adjustments</u>	<u>Levy</u>
<b>PLANNING &amp; ENVIRONMENT</b>				
Register of Deeds	\$ 955,000	\$ 572,569	\$ -	\$ (382,431)
Planning	267,801	1,022,983	-	755,182
Property Lister	5,600	206,078	(20,000)	180,478
Land Records Modernization	276,100	261,161	14,939	-
Land & Water Conservation	361,570	870,692	-	509,122
	<u>\$ 1,866,071</u>	<u>\$ 2,933,483</u>	<u>\$ (5,061)</u>	<u>\$ 1,062,351</u>

# REGISTER OF DEEDS

General Fund – Department: 080  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: Chris Larson, Deputy (Interim)  
LOCATION: Winnebago County  
415 Jackson Street  
Oshkosh, WI 54901

TELEPHONE: 236-4887

## MISSION STATEMENT:

To record, index, and accurately maintain official records and documents of the county relating to vital statistics and real estate as required by State Statutes.

## PROGRAM DESCRIPTION:

**LAND RECORDS:** Index and maintain the history of all lands located in Winnebago County and provide public access to those records.

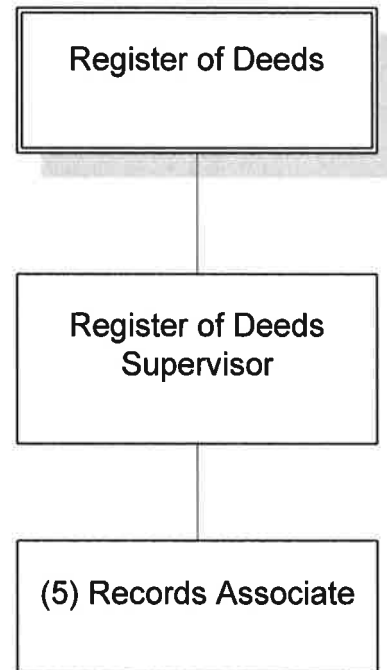
**VITAL RECORDS:** Index all vital records including births, deaths, marriages and military discharges, and issue certified copies of these records.

**UCC:** File and provide copies of all Realty related Uniform Commercial Code documents; maintain and provide copies and searches for all additional filings prior to July 1, 2001.

**INTER-DEPARTMENTAL SERVICES:** Share resources with other departments.

**PRESERVATION:** Preserve information contained in old record books through filming, scanning, and back indexing. Maintain replication servers off-site to enable recovery of documents in the event of a disaster.

# REGISTER OF DEEDS



# **REGISTER OF DEEDS**

**General Fund – Department: 080  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Chris Larson, Deputy (Interim)  
**LOCATION:** Winnebago County Courthouse  
415 Jackson Street  
Oshkosh, WI 54901

**TELEPHONE: 236-4887**

## **2016 ACCOMPLISHMENTS:**

1. Staff reconciled County birth records with State death records (2013-present) and updated County birth index/images accordingly.
2. Continued back-indexing land record documents. County land records are now indexed back to 1972.
3. Filed approximately 7,500 new vital records and approximately 26,000 new land record documents.
4. Hired/trained 4 new staff members. Fully cross-trained multiple staff in areas of both land records and vital records to increase office efficiency during periods of high customer volume and/or minimal staff.
5. Adopted capability to electronically record HT-110/TOD-110 documents.

## **2017 GOALS & OBJECTIVES:**

1. Continue back-indexing of land record documents to provide more comprehensive data to remote-access customers.
2. Re-scan early county plat maps (pre-1900) to improve legibility over current digital images.
3. Continue to promote Property Fraud Alert, a free service available to the public, which alerts citizens of possible fraudulent documents recorded under their name.
4. Ensure that the Register of Deeds office operates in accordance with statutory requirements.
5. Monitor and proactively address any legislation relating to the office of Register of Deeds.

# REGISTER OF DEEDS

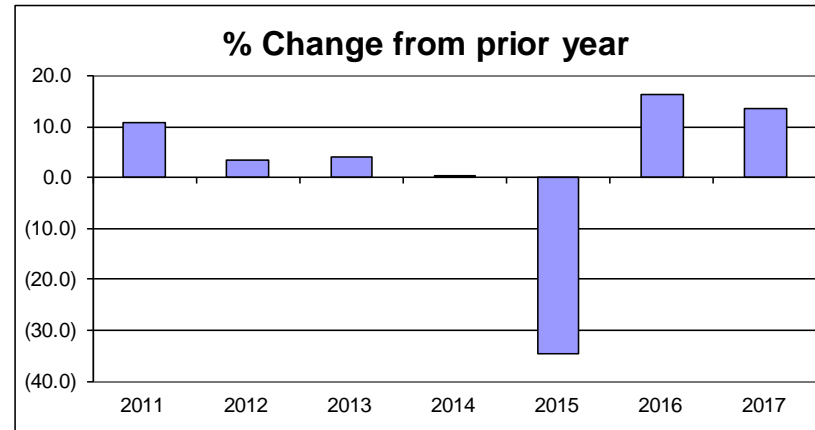
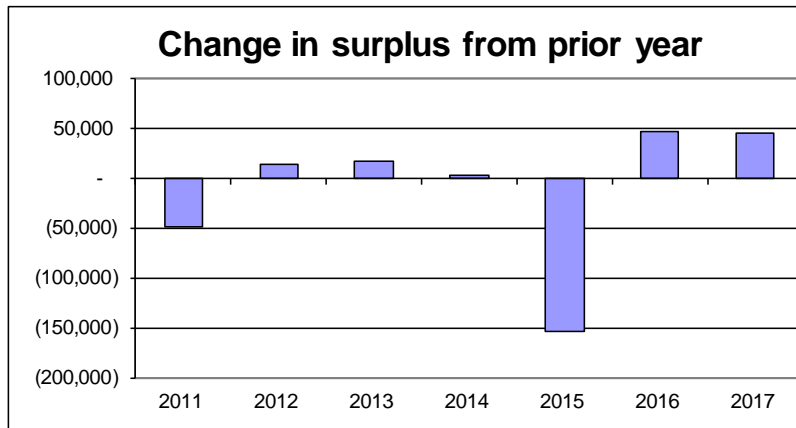
## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	8	8	8	8	7	7	7	7	7	7
Part Time	0	0	0	0	0	0	0	0	0	0
Total	8	8	8	8	7	7	7	7	7	7

There is no change to the staffing table for 2017.

**COUNTY LEVY:** The Register of Deeds office has more revenues than expenditures. As such, there is no tax levy for this operation. The excess of revenues over expenditures for 2017 is projected to be \$382,431, an increase of \$45,962 or 13.7% over 2016. This increase translates into an overall decrease in total County tax levy. The majority of the increase comes from transfer tax revenue increases based on upturn in non-exempt real estate conveyances.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Register of Deeds

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ (336,469)</b>	
<b>Revenue Changes - impact on levy:</b>		
Transfer Tax	(50,000)	Increase based on the upturn in non-exempt real estate conveyances.
Other Fees	7,000	Decrease in remote access subscribers.
Forms Copies Etc.	8,000	Decrease based on overestimated demand of real estate document request/downloads.
<b>Expense Changes - impact on levy:</b>		
Health Insurance	20,599	Increase in health insurance premiums as forecasted by Human Resources.
Small Equipment	(4,000)	Decrease based on last year's budget being improperly coded to this account when it should have been coded to small equipment technology. Funds needed are less in 2017 than were in 2016.
<b>Other small changes</b>	<b>(27,561)</b>	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ (382,431)</b>	

## Financial Summary Register of Deeds

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	565,427	977,500	905,100	905,100	955,000
Labor	214,744	362,371	444,149	444,149	453,032
Travel	735	1,500	3,634	3,634	2,740
Capital	-	-	-	-	-
Other Expenditures	100,001	112,992	120,848	120,848	116,797
Total Expenditures	315,480	476,863	568,631	568,631	572,569
Levy			(336,469)		(382,431)

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 080 - Register of Deeds</b>									
<b>Revenue</b>									
<b>Taxes:</b>									
Transfer Tax	41003	291,737	323,420	353,234	320,000	370,000	370,000	370,000	15.63%
<b>Taxes Subtotal:</b>		<b>291,737</b>	<b>323,420</b>	<b>353,234</b>	<b>320,000</b>	<b>370,000</b>	<b>370,000</b>	<b>370,000</b>	<b>15.63%</b>
<b>Public Services:</b>									
Other Fees	45002	61,085	60,179	53,160	60,000	53,000	53,000	53,000	-11.67%
Forms Copies Etc	45003	69,981	63,450	71,260	75,000	67,000	67,000	67,000	-10.67%
Recording Fees	45010	559,988	447,386	489,746	450,000	465,000	465,000	465,000	3.33%
Redaction Fees	45027	152,385	116,230	0	0	0	0	0	0.00%
<b>Public Services Subtotal:</b>		<b>843,440</b>	<b>687,245</b>	<b>614,166</b>	<b>585,000</b>	<b>585,000</b>	<b>585,000</b>	<b>585,000</b>	<b>0.00%</b>
<b>Interfund Revenue:</b>									
Recording Fees	65010	0	0	0	100	0	0	0	-100.00%
<b>Interfund Revenue Subtotal:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.00%</b>
<b>Total Operating Revenue:</b>		<b>1,135,177</b>	<b>1,010,664</b>	<b>967,400</b>	<b>905,100</b>	<b>955,000</b>	<b>955,000</b>	<b>955,000</b>	<b>5.51%</b>
<b>Revenue Total:</b>		<b>1,135,177</b>	<b>1,010,664</b>	<b>967,400</b>	<b>905,100</b>	<b>955,000</b>	<b>955,000</b>	<b>955,000</b>	<b>5.51%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	282,281	284,821	286,487	292,264	284,846	284,846	284,846	-2.54%
Comp Time	51108	507	1,433	1,418	2,000	0	0	0	-100.00%
<b>Wages Subtotal:</b>		<b>282,787</b>	<b>286,254</b>	<b>287,905</b>	<b>294,264</b>	<b>284,846</b>	<b>284,846</b>	<b>284,846</b>	<b>-3.20%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	20,444	20,711	20,720	22,358	21,789	21,789	21,789	-2.54%
Health Insurance	51201	100,125	92,180	99,879	98,607	119,206	119,206	119,206	20.89%
Dental Insurance	51202	6,173	6,720	6,871	6,871	5,783	5,783	5,783	-15.83%
Workers Compensation	51203	967	338	868	251	442	442	442	76.10%
WI Retirement	51206	18,905	20,228	19,580	20,161	19,370	19,370	19,370	-3.92%
Fringe Benefits Other	51207	1,746	1,921	1,959	1,637	1,596	1,596	1,596	-2.50%
<b>Fringes Benefits Subtotal:</b>		<b>148,360</b>	<b>142,098</b>	<b>149,878</b>	<b>149,885</b>	<b>168,186</b>	<b>168,186</b>	<b>168,186</b>	<b>12.21%</b>
<b>Total Labor:</b>		<b>431,147</b>	<b>428,351</b>	<b>437,783</b>	<b>444,149</b>	<b>453,032</b>	<b>453,032</b>	<b>453,032</b>	<b>2.00%</b>



# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 080 - Register of Deeds</b>									
<b>Travel:</b>									
Registration Tuition	52001	300	300	375	850	800	500	500	-41.18%
Automobile Allowance	52002	1,344	1,071	1,046	1,400	1,400	1,100	1,100	-21.43%
Lodging	52006	627	837	998	1,384	1,140	1,140	1,140	-17.63%
Other Travel Exp	52007	0	0	30	0	0	0	0	0.00%
<b>Travel Subtotal:</b>		<b>2,270</b>	<b>2,208</b>	<b>2,449</b>	<b>3,634</b>	<b>3,340</b>	<b>2,740</b>	<b>2,740</b>	<b>-24.60%</b>
<b>Total Travel:</b>		<b>2,270</b>	<b>2,208</b>	<b>2,449</b>	<b>3,634</b>	<b>3,340</b>	<b>2,740</b>	<b>2,740</b>	<b>-24.60%</b>
<b>Office:</b>									
Office Supplies	53000	1,240	1,237	859	1,400	1,600	1,400	1,400	0.00%
Stationery and Forms	53001	4,328	1,199	2,935	2,000	3,000	3,000	3,000	50.00%
Printing Supplies	53002	317	299	1,221	1,200	1,200	1,200	1,200	0.00%
Postage and Box Rent	53004	4	41	24	50	35	35	35	-30.00%
Computer Supplies	53005	378	0	0	400	250	250	250	-37.50%
Telephone	53008	406	597	780	800	825	825	825	3.13%
Long Distance	53011	0	57	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>6,672</b>	<b>3,430</b>	<b>5,819</b>	<b>5,850</b>	<b>6,910</b>	<b>6,710</b>	<b>6,710</b>	<b>14.70%</b>
<b>Operating:</b>									
Subscriptions	53501	80	120	0	120	100	100	100	-16.67%
Membership Dues	53502	100	100	100	100	110	110	110	10.00%
Small Equipment	53522	0	1,907	0	4,000	0	0	0	-100.00%
Equipment Rental	53551	0	419	1,674	1,000	1,675	1,675	1,675	67.50%
Other Miscellaneous	53568	1	0	13	50	50	50	50	0.00%
Small Equipment Technology	53580	0	0	0	0	2,200	2,200	2,200	100.00%
Print Duplicate	73003	2,580	2,426	2,472	2,400	2,500	2,500	2,500	4.17%
Postage and Box Rent	73004	10,472	8,822	7,564	7,000	7,500	7,500	7,500	7.14%
<b>Operating Subtotal:</b>		<b>13,233</b>	<b>13,794</b>	<b>11,823</b>	<b>14,670</b>	<b>14,135</b>	<b>14,135</b>	<b>14,135</b>	<b>-3.65%</b>
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	388	331	0	500	0	0	0	-100.00%
Equipment Repairs	54029	3,494	4,112	2,747	4,500	3,000	3,000	3,000	-33.33%
Equipment Repairs	74029	990	990	1,023	750	1,050	1,050	1,050	40.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>4,872</b>	<b>5,433</b>	<b>3,770</b>	<b>5,750</b>	<b>4,050</b>	<b>4,050</b>	<b>4,050</b>	<b>-29.57%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 080 - Register of Deeds</b>									
<b>Contractual Services:</b>									
Professional Service	55014	159,373	123,701	60,746	92,300	90,000	90,000	90,000	-2.49%
Microfilming Services	55017	39,202	42,000	0	0	0	0	0	0.00%
<b>Contractual Services Subtotal:</b>		<b>198,575</b>	<b>165,701</b>	<b>60,746</b>	<b>92,300</b>	<b>90,000</b>	<b>90,000</b>	<b>90,000</b>	<b>-2.49%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	2,352	2,160	2,328	2,278	1,902	1,902	1,902	-16.51%
<b>Insurance Expenses Subtotal:</b>		<b>2,352</b>	<b>2,160</b>	<b>2,328</b>	<b>2,278</b>	<b>1,902</b>	<b>1,902</b>	<b>1,902</b>	<b>-16.51%</b>
<b>Total Other Operating:</b>		<b>225,704</b>	<b>190,518</b>	<b>84,486</b>	<b>120,848</b>	<b>116,997</b>	<b>116,797</b>	<b>116,797</b>	<b>-3.35%</b>
<b>Expense Total:</b>		<b>659,121</b>	<b>621,077</b>	<b>524,718</b>	<b>568,631</b>	<b>573,369</b>	<b>572,569</b>	<b>572,569</b>	<b>0.69%</b>
<b>Register of Deeds Net/(Levy):</b>		<b>476,055</b>	<b>389,587</b>	<b>442,682</b>	<b>336,469</b>	<b>381,631</b>	<b>382,431</b>	<b>382,431</b>	<b>13.66%</b>

# PLANNING

General Fund – Division: 086  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: Jerry Bougie  
LOCATION: Winnebago County  
112 Otter Avenue  
Oshkosh, WI 54903

TELEPHONE: 232-3340

## MISSION STATEMENT:

To ensure sound land use growth by implementing the goals of the Winnebago County Comprehensive Plan and providing comprehensive and technical planning assistance to Winnebago County's committees, departments and political subdivisions. To promote Winnebago County as a good place to live and do business. Implement land record modernization technology to reduce the cost of general purpose government and provide better and more efficient access to land records for the public.

## PROGRAM DESCRIPTION:

LAND USE PLANNING Prepare and implement ordinances and studies related to land use issues in Winnebago County.

SUBDIVISION REVIEW Review subdivision plats to conform to County ordinances and State Statutes.

ZONING To assure sound land use growth through providing courteous and efficient staff assistance.

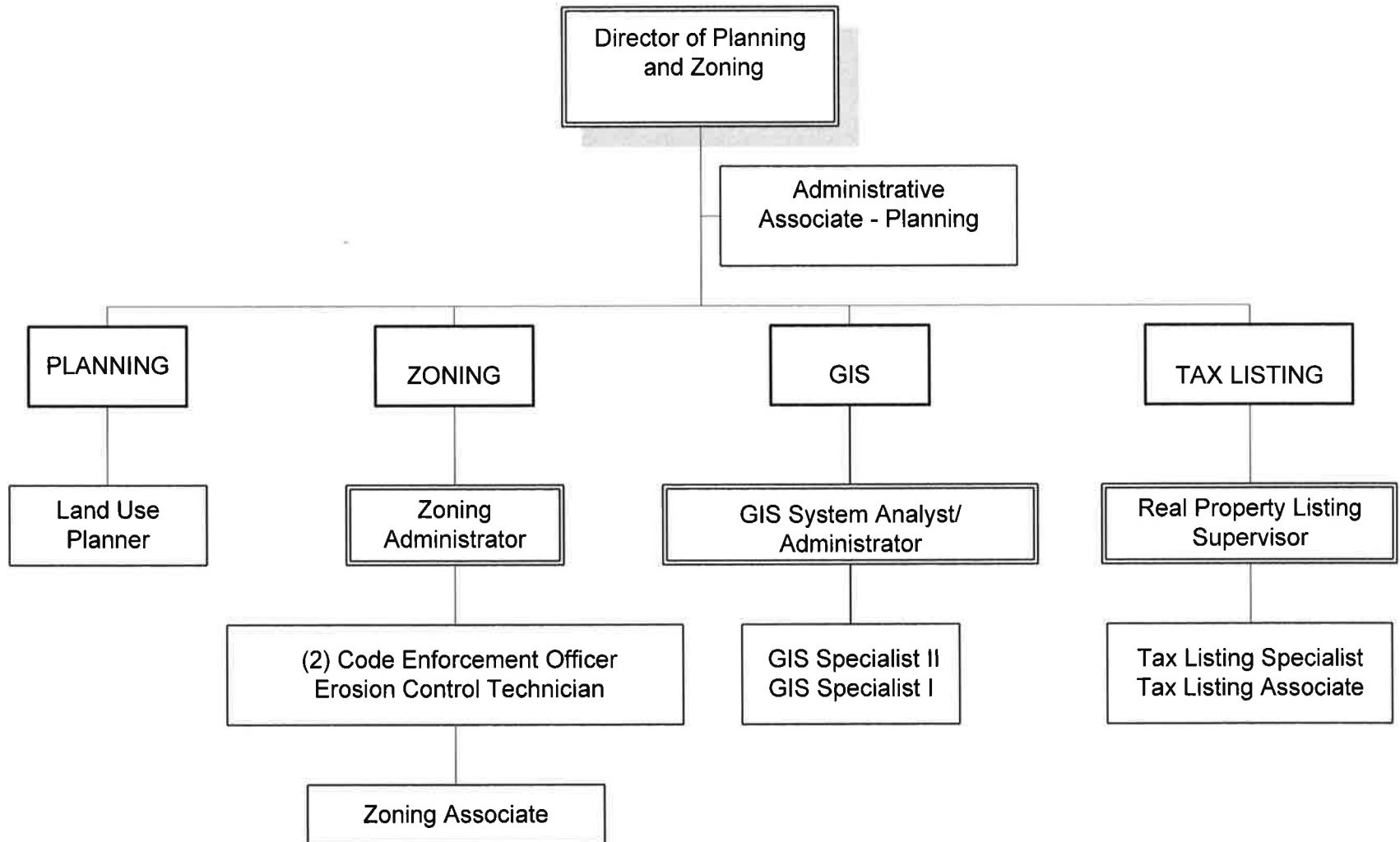
GEOGRAPHIC INFORMATION SYSTEM (GIS) To maintain the GIS database and provide data to all users.

LAND RECORDS MODERNIZATION To provide efficient, low cost, and modernized land records for the public, government officials & private entities.

PROPERTY LISTER To assist cities and towns in annual tax roll preparation and to provide general property listing services and information to the public. Provide to municipal assessors all deed transfers, partitions of land, name and address updates, acreage, assessment and legal description changes. Provide to municipal clerks updated totals for all municipal assessing.

ECONOMIC DEVELOPMENT Develop industrial parks & economic development in the County & its local communities for the purposes of increasing the tax base & creating job opportunities through the Industrial Development Board Revolving Loan Fund & Per Capita Funding Programs.

# PLANNING AND ZONING



# **PLANNING**

**General Fund – Division: 086  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Jerry Bougie  
**LOCATION:** Winnebago County  
112 Otter Avenue  
Oshkosh, WI 54901

**Telephone: 232-3340**

## **2016 ACCOMPLISHMENTS:**

- 1. Completed State mandated update of Winnebago County Comprehensive plan. County Board of Supervisors adopted Plan in February, 2016.**
- 2. Began process of updating State mandated Farmland Preservation Plan in collaboration with local units of government.**
- 3. Amended and adopted the Winnebago County Shoreland Zoning Code by incorporating NR115 and 2015 Wisconsin Acts 55, 167 and 391 to comply with the State mandated October 1, 2016 deadline established by DNR for adopting the code.**
- 4. Processed various amendments to the Winnebago County Zoning Ordinance necessary to provide flexibility, simplification and clarification of certain provisions of the code, including overly burdensome landscaping/buffering requirements. In addition, assisted various towns in the county by processing amendments to local ordinances and annexations for County Board approval.**
- 5. Continued participation in the Community Rating System Flood insurance program to ensure landowner's premiums for flood insurance remain at a lowered rate.**
- 6. Successfully managed and notified approximately 1800 owners of private sanitary systems of the requirement to have their sanitary systems pumped out to ensure compliance with state sanitary code. Full compliance was achieved.**
- 7. Completed and received State DOA approval of new 3 year Wisconsin Land Information Program Plan for Winnebago County.**
- 8. Applied and received \$50,000 State DOA Strategic Initiative Grant to help offset projects related to Land Records.**
- 9. Completed microfiche conversion of land records (i.e. permit records, surveyor records), and made them available for access online.**
- 10. Continued assistance for the 911 system via FoxComm and related User Technical Advisory Committee.**
- 11. Provided quality and efficient Property Listing services for the Local units of governments, general public and development community, and provided transitional services to the new Village of Fox Crossing with Property Listing services for their conversion from a Town to a Village.**
- 12. Continued ongoing staffing support for the Winnebago County Industrial Development Board and working with local, regional & state economic development entities. Successfully managed IDB Revolving Loan and Per Capita economic development funding programs.**

**2017 GOALS & OBJECTIVES:**

- 1. Present and adopt revised Subdivision Ordinance.**
- 2. Present and adopt revised Stormwater and Erosion Control Ordinance.**
- 3. Present and adopt updated Farmland Preservation Plan and submit to State DATCP for certification.**
- 4. Begin process of updating Zoning Ordinance to reflect updated Farmland Preservation Plan.**
- 5. Continue development of a computerized zoning management suite for the Winnebago County Integrated Land Development System (WILDS)**
- 6. Redesign WINGS web applications to make it more accessible, user-friendly and informative for the public.**
- 7. Apply for State DOA Strategic Initiative Grant to offset costs related to Land Records projects.**
- 8. Send out and manage approximately 1800 septic system maintenance notices to residents whose septic systems are due for inspection.**
- 9. Continue management and participation in the Community Rating System Flood Insurance program which lowers flood insurance premiums for residents in unincorporated areas.**
- 10. Provide quality and efficient Property Listing services for the local units of governments, general public and development community, and serve to meet various state statutory timelines.**
- 11. Continue ongoing staffing support for the Winnebago County Industrial Development Board (IDB) and working with local, regional and state economic development entities relative to economic development activities. Continue management of IDB Revolving Loan Programs and the annual per capita economic development funding program for local communities.**

# PLANNING & ZONING

## 2017 BUDGET NARRATIVE HIGHLIGHTS

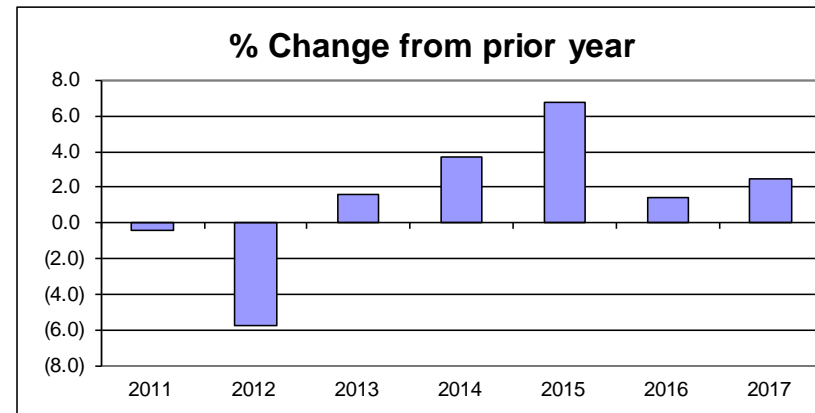
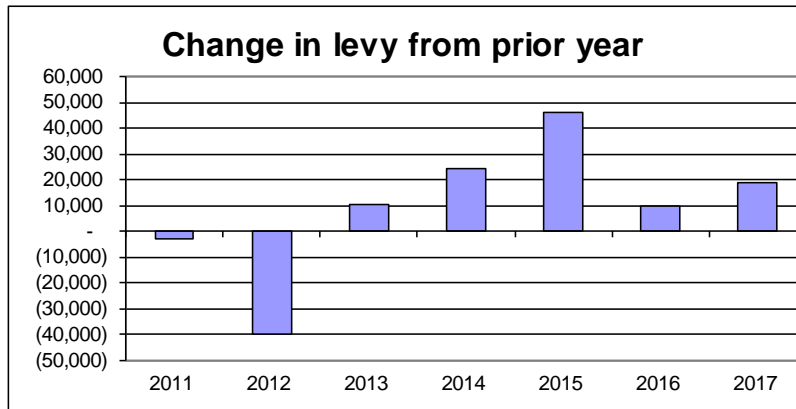
**NOTE:** This section contains Planning, Zoning, Geographic Information Systems (GIS), and Property Lister. All of these areas report to the County Planner. The financial information for Planning **excludes** the Property Lister from the totals. The Property Lister data is shown separately because it is a special apportionment.

### DEPARTMENT STAFFING (including Property Lister):

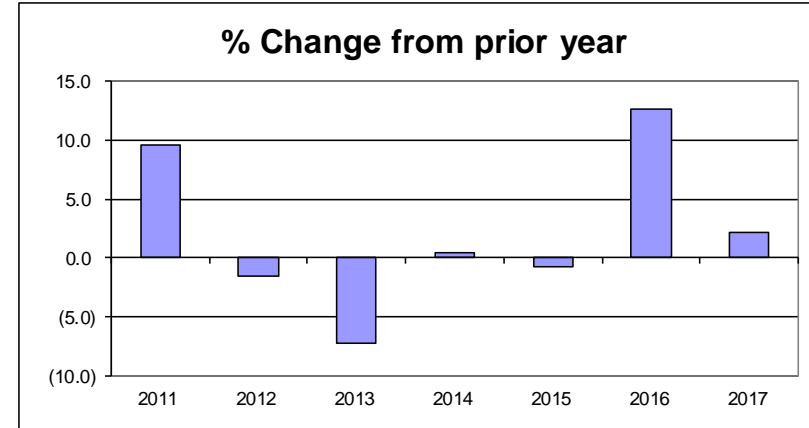
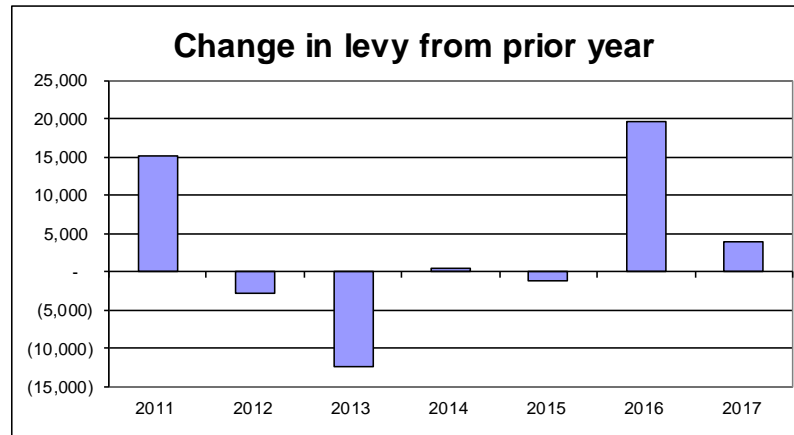
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	16	14	14	13	12	13	13	13	14	14
Part Time	0	2	2	2	2	1	1	1	0	0
Total	16	16	16	15	14	14	14	14	14	14

There is no change to the staffing table for 2017.

**COUNTY LEVY PLANNING DEPT (EXCLUDING PROPERTY LISTER):** The tax levy for 2017 is \$755,182, an increase of \$18,559 or 2.5% over 2016. The increase in levy is mainly due to the purchase of a new vehicle to replace a 16 year old field inspections vehicle.



**LEVY FOR PROPERTY LISTER:** The net tax levy for 2017 for this function is \$180,478, an increase of \$3,924, or 2.2% over 2016. This levy is a special apportionment and is not levied to all municipalities of the County. As such we must reserve any unused funds from that department at year end and carry them forward to be applied against the Property Lister levy in the succeeding or future years.



**FUND BALANCE – PROPERTY LISTER:** A fund balance roll forward schedule can be viewed in the Overview section of the budget book. It is listed as Fund Projections in the table of contents.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Planning, Zoning & GIS

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 736,623</b>	
<b>Revenue Changes - impact on levy:</b>		
Zoning Permits	4,950	Decrease based on lower permits which is primarily due to incorporation of former Town of Menasha.
Other Transfers In	(10,000)	Increase is due to a transfer in from the Land Records Modernization to offset GIS costs.
<b>Expense Changes - impact on levy</b>		
Health Insurance	8,069	Increase in health insurance premiums as forecasted by Human Resources.
Capital - Equipment	24,500	Increase based on a request to purchase a new vehicle to replace a 16 year old field inspections vehicle.
Other Contracted Services	(30,000)	Decrease based on the microfiche conversion project concluding in 2016.
<b>Other small changes</b>	21,040	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ 755,182</b>	

**Financial Summary**  
**Planning (Excludes Property Lister)**

<b>Items</b>	<b>2016 7-Month Actual</b>	<b>2016 12-Month Estimate</b>	<b>2016 Adopted Budget</b>	<b>2016 Adjusted Budget</b>	<b>2017 Adopted Budget</b>
Total Revenues	166,405	258,926	266,530	266,530	267,801
Labor	526,982	943,885	915,505	915,505	943,444
Travel	1,510	4,369	4,300	4,300	3,800
Capital	-	-	-	-	24,500
Other Expenditures	38,171	80,470	83,348	83,348	51,239
Total Expenditures	566,663	1,028,724	1,003,153	1,003,153	1,022,983
Levy			736,623		755,182

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 086 - Planning</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
Other Grantor Agencies	42019	3,608	9,443	15,010	10,000	10,101	10,101	10,101	1.01%
<b>Intergov Rev Subtotal:</b>		<b>3,608</b>	<b>9,443</b>	<b>15,010</b>	<b>10,000</b>	<b>10,101</b>	<b>10,101</b>	<b>10,101</b>	<b>1.01%</b>
<b>Licenses:</b>									
Zoning Permits	44006	54,943	41,630	52,215	46,695	41,745	41,745	41,745	-10.60%
Sanitation Permits	44007	48,620	50,460	48,810	50,000	51,000	51,000	51,000	2.00%
Storm Water Permits	44008	54,768	38,900	45,370	48,070	48,070	48,070	48,070	0.00%
<b>Licenses Subtotal:</b>		<b>158,330</b>	<b>130,990</b>	<b>146,395</b>	<b>144,765</b>	<b>140,815</b>	<b>140,815</b>	<b>140,815</b>	<b>-2.73%</b>
<b>Fines and Permits:</b>									
County Fines	44100	4,398	3,651	2,601	3,200	3,200	3,200	3,200	0.00%
<b>Fines and Permits Subtotal:</b>		<b>4,398</b>	<b>3,651</b>	<b>2,601</b>	<b>3,200</b>	<b>3,200</b>	<b>3,200</b>	<b>3,200</b>	<b>0.00%</b>
<b>Public Services:</b>									
Forms Copies Etc	45003	21,037	22,732	24,614	23,525	20,540	20,540	20,540	-12.69%
Zoning Fees	45012	24,566	28,350	34,620	28,040	26,145	26,145	26,145	-6.76%
Inspection Fees	45021	48,100	47,155	47,192	57,000	57,000	57,000	57,000	0.00%
<b>Public Services Subtotal:</b>		<b>93,704</b>	<b>98,237</b>	<b>106,425</b>	<b>108,565</b>	<b>103,685</b>	<b>103,685</b>	<b>103,685</b>	<b>-4.50%</b>
<b>Total Operating Revenue:</b>		<b>260,040</b>	<b>242,322</b>	<b>270,432</b>	<b>266,530</b>	<b>257,801</b>	<b>257,801</b>	<b>257,801</b>	<b>-3.28%</b>
<b>Transfers In:</b>									
Other Transfers In	49501	22,500	0	0	0	4,000	10,000	10,000	100.00%
<b>Transfers In Subtotal:</b>		<b>22,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,000</b>	<b>10,000</b>	<b>10,000</b>	<b>100.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>22,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,000</b>	<b>10,000</b>	<b>10,000</b>	<b>100.00%</b>
<b>Revenue Total:</b>		<b>282,540</b>	<b>242,322</b>	<b>270,432</b>	<b>266,530</b>	<b>261,801</b>	<b>267,801</b>	<b>267,801</b>	<b>0.48%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 086 - Planning</b>									
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	603,991	624,172	634,099	648,832	663,574	663,574	663,574	2.27%
Overtime	51105	28	0	434	0	600	400	400	100.00%
Comp Time	51108	1,778	968	1,645	350	350	350	350	0.00%
<b>Wages Subtotal:</b>		<b>605,797</b>	<b>625,140</b>	<b>636,179</b>	<b>649,182</b>	<b>664,524</b>	<b>664,324</b>	<b>664,324</b>	<b>2.33%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	44,877	45,936	46,495	49,636	50,877	50,877	50,877	2.50%
Health Insurance	51201	135,902	136,040	155,166	159,193	167,262	167,262	167,262	5.07%
Dental Insurance	51202	9,850	10,171	10,115	10,481	10,479	10,479	10,479	-0.02%
Workers Compensation	51203	3,042	1,058	1,450	558	1,561	1,561	1,561	179.75%
WI Retirement	51206	40,173	43,671	42,444	42,822	45,225	45,225	45,225	5.61%
Fringe Benefits Other	51207	3,419	3,638	3,613	3,633	3,716	3,716	3,716	2.28%
<b>Fringes Benefits Subtotal:</b>		<b>237,263</b>	<b>240,514</b>	<b>259,281</b>	<b>266,323</b>	<b>279,120</b>	<b>279,120</b>	<b>279,120</b>	<b>4.81%</b>
<b>Total Labor:</b>		<b>843,061</b>	<b>865,654</b>	<b>895,460</b>	<b>915,505</b>	<b>943,644</b>	<b>943,444</b>	<b>943,444</b>	<b>3.05%</b>
<b>Travel:</b>									
Registration Tuition	52001	970	1,230	1,624	1,500	1,500	1,150	1,150	-23.33%
Automobile Allowance	52002	828	884	936	875	950	825	825	-5.71%
Vehicle Lease	52003	633	407	1,023	950	950	950	950	0.00%
Meals	52005	79	62	10	200	175	175	175	-12.50%
Lodging	52006	455	439	577	600	550	525	525	-12.50%
Other Travel Exp	52007	15	28	0	75	75	75	75	0.00%
Taxable Meals	52008	69	51	23	100	100	100	100	0.00%
<b>Travel Subtotal:</b>		<b>3,049</b>	<b>3,099</b>	<b>4,193</b>	<b>4,300</b>	<b>4,300</b>	<b>3,800</b>	<b>3,800</b>	<b>-11.63%</b>
<b>Total Travel:</b>		<b>3,049</b>	<b>3,099</b>	<b>4,193</b>	<b>4,300</b>	<b>4,300</b>	<b>3,800</b>	<b>3,800</b>	<b>-11.63%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 086 - Planning</b>									
<b>Capital Outlay:</b>									
Equipment	58004	0	0	0	0	24,500	24,500	24,500	100.00%
<b>Capital Outlay Subtotal:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24,500</b>	<b>24,500</b>	<b>24,500</b>	<b>100.00%</b>
<b>Total Capital:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24,500</b>	<b>24,500</b>	<b>24,500</b>	<b>100.00%</b>
<b>Office:</b>									
Office Supplies	53000	2,762	1,630	1,988	2,675	2,225	2,225	2,225	-16.82%
Stationery and Forms	53001	271	212	212	325	300	300	300	-7.69%
Printing Supplies	53002	543	443	206	575	575	575	575	0.00%
Print Duplicate	53003	166	260	0	75	50	50	50	-33.33%
Postage and Box Rent	53004	1	47	0	50	50	50	50	0.00%
Computer Supplies	53005	0	0	0	75	75	75	75	0.00%
Computer Software	53006	0	0	0	50	200	200	200	300.00%
Telephone	53008	2,663	1,732	2,417	2,550	2,550	2,550	2,550	0.00%
Long Distance	53011	0	101	0	0	0	0	0	0.00%
Wireless	53012	153	74	0	0	0	0	0	0.00%
Voice and Data Cabling	53014	0	198	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>6,559</b>	<b>4,698</b>	<b>4,823</b>	<b>6,375</b>	<b>6,025</b>	<b>6,025</b>	<b>6,025</b>	<b>-5.49%</b>
<b>Operating:</b>									
Subscriptions	53501	338	379	758	760	800	800	800	5.26%
Membership Dues	53502	1,885	2,337	1,890	2,250	2,260	2,260	2,260	0.44%
Publish Legal Notices	53503	3,346	3,601	3,454	3,575	3,475	3,475	3,475	-2.80%
Small Equipment	53522	102	49	0	250	225	225	225	-10.00%
Legal Fees	53530	0	0	0	5,000	5,000	5,000	5,000	0.00%
Operating Licenses Fees	53553	382	380	0	480	380	380	380	-20.83%
Operating Grants	53565	0	9,443	15,010	10,000	10,101	10,101	10,101	1.01%
Print Duplicate	73003	4,276	3,406	3,744	2,950	2,850	2,850	2,850	-3.39%
Postage and Box Rent	73004	4,682	3,251	3,367	4,450	4,150	4,150	4,150	-6.74%
Motor Fuel	73548	2,728	2,256	1,420	2,100	1,600	1,600	1,600	-23.81%
<b>Operating Subtotal:</b>		<b>17,737</b>	<b>25,103</b>	<b>29,643</b>	<b>31,815</b>	<b>30,841</b>	<b>30,841</b>	<b>30,841</b>	<b>-3.06%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 086 - Planning</b>									
<b>Repairs &amp; Maint:</b>									
Maintenance Grounds	54021	0	0	0	25	25	25	25	0.00%
Maintenance Equipment	54022	2,007	1,295	0	0	0	0	0	0.00%
Equipment Repairs	54029	0	0	0	200	200	200	200	0.00%
Maintenance Vehicles	74023	1,707	836	596	1,525	1,400	1,400	1,400	-8.20%
Equipment Repairs	74029	1,122	1,023	990	1,023	957	957	957	-6.45%
<b>Repairs &amp; Maint Subtotal:</b>		<b>4,836</b>	<b>3,154</b>	<b>1,586</b>	<b>2,773</b>	<b>2,582</b>	<b>2,582</b>	<b>2,582</b>	<b>-6.89%</b>
<b>Contractual Services:</b>									
Vehicle Repairs	55005	57	0	0	375	350	350	350	-6.67%
Transcription Services	55009	2,475	2,336	2,475	2,650	2,650	2,650	2,650	0.00%
Other Contract Serv	55030	0	0	30,000	30,000	0	0	0	-100.00%
Other Contract Services	75030	3,001	2,482	2,575	3,100	2,800	2,800	2,800	-9.68%
<b>Contractual Services Subtotal:</b>		<b>5,534</b>	<b>4,817</b>	<b>35,050</b>	<b>36,125</b>	<b>5,800</b>	<b>5,800</b>	<b>5,800</b>	<b>-83.94%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	6,012	5,352	5,508	6,260	5,991	5,991	5,991	-4.30%
<b>Insurance Expenses Subtotal:</b>		<b>6,012</b>	<b>5,352</b>	<b>5,508</b>	<b>6,260</b>	<b>5,991</b>	<b>5,991</b>	<b>5,991</b>	<b>-4.30%</b>
<b>Total Other Operating:</b>		<b>40,678</b>	<b>43,123</b>	<b>76,611</b>	<b>83,348</b>	<b>51,239</b>	<b>51,239</b>	<b>51,239</b>	<b>-38.52%</b>
<b>Expense Total:</b>		<b>886,787</b>	<b>911,876</b>	<b>976,264</b>	<b>1,003,153</b>	<b>1,023,683</b>	<b>1,022,983</b>	<b>1,022,983</b>	<b>1.98%</b>
<b>Planning Net/(Levy):</b>		<b>(604,248)</b>	<b>(669,555)</b>	<b>(705,833)</b>	<b>(736,623)</b>	<b>(761,882)</b>	<b>(755,182)</b>	<b>(755,182)</b>	<b>2.52%</b>

# WINNEBAGO COUNTY CAPITAL OUTLAY - 2017

<u>Department</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Cost</u>	<u>Capital Outlay</u>
Planning -				
	Ford F150 4WD Truck	1	24,500	24,500
		<b>1</b>		<b>24,500</b>

## PLANNING PROGRAM BUDGETS

NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
								2017 ADOPTED	2016 ADOPTED	2015 ADOPTED	2017 OVER 2016	2016 OVER 2015
Planning	1086	271,042	750	24,500	10,093	306,385		306,385	273,679	269,777	12.0	1.4
Revenues	1086					-	-	-	-	-	N/A	N/A
Zoning	1087	379,262	2,225	-	38,179	419,666		419,666	411,364	394,133	2.0	4.4
Revenues	1087					-	252,201	(252,201)	(260,130)	(243,545)	(3.0)	6.8
GIS	1088	293,140	825	-	2,967	296,932		296,932	318,110	312,854	(6.7)	1.7
Revenues	1088					-	15,600	(15,600)	(6,400)	(6,625)	143.8	(3.4)
<b>Grand Totals</b>		<u>943,444</u>	<u>3,800</u>	<u>24,500</u>	<u>51,239</u>	<u>1,022,983</u>	<u>267,801</u>	<u>755,182</u>	<u>736,623</u>	<u>726,594</u>	<u>3</u>	<u>1</u>



## **SIGNIFICANT CHANGES FROM 2016 ADOPTED - Property Lister**

<b>Account</b>	<b>Amount</b>	<b>Description</b>
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 176,554</b>	
<b>Revenue Changes - impact on levy:</b>		
Forms Copies Etc	5,000	Increase due to payment from local community for parcel conversion costs.
<b>Expense Changes - impact on levy:</b>		
Health Insurance	4,246	Increase in health insurance premiums as forecasted by Human Resources.
<b>Other small changes</b>	<b>(5,322)</b>	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ 180,478</b>	

## Financial Summary Property Lister

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	3,108	600	600	3,348	5,600
Labor	82,744	183,867	183,867	183,867	195,095
Travel	-	300	300	300	300
Capital	-	-	-	-	-
Other Expenditures	1,230	12,788	12,987	12,987	10,683
Total Expenditures	83,974	196,955	197,154	197,154	206,078
Levy Before Fund Balance Adjustment			196,554		200,478
Decrease fund balance			(20,000)		(20,000)
Net Levy After Fund Balance Adjustment			176,554		180,478

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 089 - Property Lister</b>									
<b>Revenue</b>									
<b>Public Services:</b>									
Forms Copies Etc	45003	756	335	575	600	600	5,600	5,600	833.33%
<b>Public Services Subtotal:</b>		<b>756</b>	<b>335</b>	<b>575</b>	<b>600</b>	<b>600</b>	<b>5,600</b>	<b>5,600</b>	<b>833.33%</b>
<b>Total Operating Revenue:</b>		<b>756</b>	<b>335</b>	<b>575</b>	<b>600</b>	<b>600</b>	<b>5,600</b>	<b>5,600</b>	<b>833.33%</b>
<b>Revenue Total:</b>		<b>756</b>	<b>335</b>	<b>575</b>	<b>600</b>	<b>600</b>	<b>5,600</b>	<b>5,600</b>	<b>833.33%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	112,982	96,105	104,738	119,975	125,757	125,757	125,757	4.82%
<b>Wages Subtotal:</b>		<b>112,982</b>	<b>96,105</b>	<b>104,738</b>	<b>119,975</b>	<b>125,757</b>	<b>125,757</b>	<b>125,757</b>	<b>4.82%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	8,471	7,137	7,781	9,178	9,621	9,621	9,621	4.83%
Health Insurance	51201	12,544	14,682	24,677	43,499	47,745	47,745	47,745	9.76%
Dental Insurance	51202	657	570	1,250	2,522	2,522	2,522	2,522	0.00%
Workers Compensation	51203	360	81	251	103	195	195	195	89.32%
WI Retirement	51206	7,478	6,737	6,957	7,918	8,551	8,551	8,551	7.99%
Fringe Benefits Other	51207	639	504	639	672	704	704	704	4.76%
<b>Fringes Benefits Subtotal:</b>		<b>30,148</b>	<b>29,710</b>	<b>41,555</b>	<b>63,892</b>	<b>69,338</b>	<b>69,338</b>	<b>69,338</b>	<b>8.52%</b>
<b>Total Labor:</b>		<b>143,130</b>	<b>125,815</b>	<b>146,293</b>	<b>183,867</b>	<b>195,095</b>	<b>195,095</b>	<b>195,095</b>	<b>6.11%</b>
<b>Travel:</b>									
Automobile Allowance	52002	0	0	0	200	200	200	200	0.00%
Taxable Meals	52008	0	0	0	100	100	100	100	0.00%
<b>Travel Subtotal:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>0.00%</b>
<b>Total Travel:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>0.00%</b>

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 089 - Property Lister</b>									
<b>Office:</b>									
Office Supplies	53000	994	995	494	3,000	2,000	1,000	1,000	-66.67%
Printing Supplies	53002	140	112	140	200	200	200	200	0.00%
Telephone	53008	165	224	385	600	600	600	600	0.00%
Long Distance	53011	0	0	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>1,299</b>	<b>1,331</b>	<b>1,019</b>	<b>3,800</b>	<b>2,800</b>	<b>1,800</b>	<b>1,800</b>	<b>-52.63%</b>
<b>Operating:</b>									
Membership Dues	53502	60	60	60	60	60	60	60	0.00%
Office Supplies	73000	0	0	0	250	0	0	0	-100.00%
Print Duplicate	73003	1,906	2,787	2,716	3,000	3,000	3,000	3,000	0.00%
Postage and Box Rent	73004	3	0	91	100	100	100	100	0.00%
<b>Operating Subtotal:</b>		<b>1,968</b>	<b>2,847</b>	<b>2,867</b>	<b>3,410</b>	<b>3,160</b>	<b>3,160</b>	<b>3,160</b>	<b>-7.33%</b>
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	131	110	0	0	0	0	0	0.00%
Equipment Repairs	74029	198	132	132	231	132	132	132	-42.86%
<b>Repairs &amp; Maint Subtotal:</b>		<b>329</b>	<b>242</b>	<b>132</b>	<b>231</b>	<b>132</b>	<b>132</b>	<b>132</b>	<b>-42.86%</b>
<b>Contractual Services:</b>									
Data Processing	55013	1,324	2,828	0	5,000	5,000	5,000	5,000	0.00%
<b>Contractual Services Subtotal:</b>		<b>1,324</b>	<b>2,828</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>0.00%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	552	684	552	546	591	591	591	8.24%
<b>Insurance Expenses Subtotal:</b>		<b>552</b>	<b>684</b>	<b>552</b>	<b>546</b>	<b>591</b>	<b>591</b>	<b>591</b>	<b>8.24%</b>
<b>Total Other Operating:</b>		<b>5,473</b>	<b>7,931</b>	<b>4,570</b>	<b>12,987</b>	<b>11,683</b>	<b>10,683</b>	<b>10,683</b>	<b>-17.74%</b>
<b>Expense Total:</b>		<b>148,603</b>	<b>133,746</b>	<b>150,862</b>	<b>197,154</b>	<b>207,078</b>	<b>206,078</b>	<b>206,078</b>	<b>4.53%</b>
<b>Property Lister Net/(Levy):</b>		<b>(147,847)</b>	<b>(133,411)</b>	<b>(150,288)</b>	<b>(196,554)</b>	<b>(206,478)</b>	<b>(200,478)</b>	<b>(200,478)</b>	<b>2.00%</b>
Fund balance applied (Note):					20,000	20,000	20,000	20,000	0.00%
<b>Net Property Lister</b>		<b>(147,847)</b>	<b>(133,411)</b>	<b>(150,288)</b>	<b>(176,554)</b>	<b>(186,478)</b>	<b>(180,478)</b>	<b>(180,478)</b>	<b>2.22%</b>

Note: fund balance applied will reduce ending fund balance.

# LAND RECORDS MODERNIZATION FUND

## 2017 BUDGET NARRATIVE HIGHLIGHTS

**DESCRIPTION:** The Land Records Modernization Fund is a separate fund created under Wisconsin Statutes which receives money when people register documents at the Register of Deeds office. Monies accumulated in this fund can be used for land records modernization project costs which can include equipment and software purchases as well as training in their use. The funds can also be used to retire debt incurred to purchase and install these systems.

**COUNTY LEVY:** There is no property tax levy for this activity.

**FUND BALANCE:** A fund balance roll forward schedule can be viewed in the Overview section of the budget book. It is listed as Fund Projections in the table of contents.

## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Land Records Modernization

Significant changes from 2016	Effect on Budget	Effect on Surplus	Total	
2016 Budgeted Surplus / (Deficit)			\$ 148	
Significant changes to revenues:				
Account	Incr/(Decr) Revenue			Description
WI Department of Administration	15,000	15,000		Increase in State grants for Land Records.
Recording Fees	(6,000)	(6,000)		Decrease in document recording fee revenue.
<b>Total revenue changes</b>	<b>15,000</b>			
Significant changes to expenses:				
Account	Incr/(Decr) Expense			Description
Capital - Equipment	13,000	(13,000)		Increase for new database servers for Land Records functions.
Computer Software	50,000	(50,000)		Increase due to new permitting application software purchase.
Small Equipment	4,900	(4,900)		Increase for the purchase of new GIS workstations.
Professional Services	(91,126)	91,126		Decrease based on less dollars required due to Lidar, Comprehensive Plan, and Air Photos completed in 2016.
Other Transfers Out	10,000	(10,000)		Increase to offset GIS functions.
<b>Other small changes</b>	<b>7,435</b>	<b>(7,435)</b>		This is a combination of small increases and decreases to revenue and expense accounts.
<b>Total expense changes</b>	<b>(5,791)</b>			
2017 Budgeted Surplus / (Deficit)			\$ 14,939	

## Financial Summary Land Records Modernization

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	147,710	277,100	273,100	273,100	276,100
Labor	-	-	-	-	-
Travel	500	900	500	500	500
Capital	31,369	31,369	34,100	34,100	47,100
Other Expenditures	158,075	195,812	238,352	238,352	213,561
Total Expenditures	189,944	228,081	272,952	272,952	261,161
Levy Before Fund Balance Adjustments			(148)		(14,939)
Increase / (Decrease) fund balance			148		14,939
Net Levy After Fund Balance Adjustments			-		-

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 081 - Land Records Modernization</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
WI Dept of Administration	42002	300	1,000	1,000	51,000	66,000	66,000	66,000	29.41%
<b>Intergov Rev Subtotal:</b>		<b>300</b>	<b>1,000</b>	<b>1,000</b>	<b>51,000</b>	<b>66,000</b>	<b>66,000</b>	<b>66,000</b>	<b>29.41%</b>
<b>Public Services:</b>									
Recording Fees	45010	179,994	136,914	148,619	166,000	160,000	160,000	160,000	-3.61%
Recording Fees	45068	60,462	45,638	50,540	56,000	50,000	50,000	50,000	-10.71%
<b>Public Services Subtotal:</b>		<b>240,456</b>	<b>182,552</b>	<b>199,159</b>	<b>222,000</b>	<b>210,000</b>	<b>210,000</b>	<b>210,000</b>	<b>-5.41%</b>
<b>Total Operating Revenue:</b>		<b>240,756</b>	<b>183,552</b>	<b>200,159</b>	<b>273,000</b>	<b>276,000</b>	<b>276,000</b>	<b>276,000</b>	<b>1.10%</b>
<b>Interest:</b>									
Interest Investments	48000	858	96	73	100	100	100	100	0.00%
Investment Mark to Market	48002	(1,235)	77	16	0	0	0	0	0.00%
<b>Interest Subtotal:</b>		<b>(376)</b>	<b>173</b>	<b>89</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>0.00%</b>
<b>Transfers In:</b>									
Other Transfers In	49501	0	24,000	0	0	0	0	0	0.00%
<b>Transfers In Subtotal:</b>		<b>0</b>	<b>24,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>(376)</b>	<b>24,173</b>	<b>89</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>0.00%</b>
<b>Revenue Total:</b>		<b>240,380</b>	<b>207,725</b>	<b>200,248</b>	<b>273,100</b>	<b>276,100</b>	<b>276,100</b>	<b>276,100</b>	<b>1.10%</b>



**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 081 - Land Records Modernization</b>									
<b>Expense</b>									
<b>Travel:</b>									
Registration Tuition	52001	5,210	4,405	130	100	100	100	100	0.00%
Automobile Allowance	52002	175	105	168	125	125	125	125	0.00%
Meals	52005	0	0	0	50	50	50	50	0.00%
Lodging	52006	140	70	0	200	200	200	200	0.00%
Other Travel Exp	52007	0	0	0	25	25	25	25	0.00%
<b>Travel Subtotal:</b>		<b>5,525</b>	<b>4,580</b>	<b>298</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>0.00%</b>
<b>Total Travel:</b>		<b>5,525</b>	<b>4,580</b>	<b>298</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>0.00%</b>
<b>Capital Outlay:</b>									
Equipment	58004	18,489	0	0	34,100	47,100	47,100	47,100	38.12%
<b>Capital Outlay Subtotal:</b>		<b>18,489</b>	<b>0</b>	<b>0</b>	<b>34,100</b>	<b>47,100</b>	<b>47,100</b>	<b>47,100</b>	<b>38.12%</b>
<b>Total Capital:</b>		<b>18,489</b>	<b>0</b>	<b>0</b>	<b>34,100</b>	<b>47,100</b>	<b>47,100</b>	<b>47,100</b>	<b>38.12%</b>
<b>Office:</b>									
Office Supplies	53000	0	0	317	0	0	0	0	0.00%
Print Duplicate	53003	2,323	0	0	500	200	200	200	-60.00%
Computer Software	53006	65,643	356	0	10,000	60,000	60,000	60,000	500.00%
<b>Office Subtotal:</b>		<b>67,966</b>	<b>356</b>	<b>317</b>	<b>10,500</b>	<b>60,200</b>	<b>60,200</b>	<b>60,200</b>	<b>473.33%</b>
<b>Operating:</b>									
Membership Dues	53502	50	0	0	0	0	0	0	0.00%
Small Equipment	53522	781	1,100	0	1,100	6,000	6,000	6,000	445.45%
Small Equipment Technology	53580	0	0	1,136	0	0	0	0	0.00%
<b>Operating Subtotal:</b>		<b>831</b>	<b>1,100</b>	<b>1,136</b>	<b>1,100</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>445.45%</b>
<b>Repairs &amp; Maint:</b>									

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 081 - Land Records Modernization</b>									
Equipment Repairs	54029	1,551	1,551	1,583	0	0	0	0	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>1,551</b>	<b>1,551</b>	<b>1,583</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Contractual Services:</b>									
Grounds Maintenance	55007	646	419	0	400	400	400	400	0.00%
Data Processing	55013	97,461	101,969	123,290	118,259	120,359	120,359	120,359	1.78%
Professional Service	55014	50,000	176,596	56,000	107,126	16,000	16,000	16,000	-85.06%
<b>Contractual Services Subtotal:</b>		<b>148,107</b>	<b>278,984</b>	<b>179,290</b>	<b>225,785</b>	<b>136,759</b>	<b>136,759</b>	<b>136,759</b>	<b>-39.43%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	756	684	804	967	602	602	602	-37.75%
<b>Insurance Expenses Subtotal:</b>		<b>756</b>	<b>684</b>	<b>804</b>	<b>967</b>	<b>602</b>	<b>602</b>	<b>602</b>	<b>-37.75%</b>
<b>Total Other Operating:</b>		<b>219,212</b>	<b>282,675</b>	<b>183,130</b>	<b>238,352</b>	<b>203,561</b>	<b>203,561</b>	<b>203,561</b>	<b>-14.60%</b>
<b>Transfers Out:</b>									
Other Transfers Out	59501	22,500	0	0	0	4,000	10,000	10,000	100.00%
<b>Transfers Out Subtotal:</b>		<b>22,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,000</b>	<b>10,000</b>	<b>10,000</b>	<b>100.00%</b>
<b>Total Non-Operating Expense:</b>		<b>22,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,000</b>	<b>10,000</b>	<b>10,000</b>	<b>100.00%</b>
<b>Expense Total:</b>		<b>265,726</b>	<b>287,255</b>	<b>183,428</b>	<b>272,952</b>	<b>255,161</b>	<b>261,161</b>	<b>261,161</b>	<b>-4.32%</b>
<b>Land Records Modernization Net Surplus/(Deficit):</b>		<b>(25,347)</b>	<b>(79,530)</b>	<b>16,820</b>	<b>148</b>	<b>20,939</b>	<b>14,939</b>	<b>14,939</b>	<b>9,993.92%</b>

Note: a deficit will result in a draw down of fund balance. A surplus will increase the ending fund balance.

# LAND & WATER CONSERVATION

General Fund – Division: 082  
2017 BUDGET NARRATIVE

DEPARTMENT HEAD: Thomas Davies  
LOCATION: James P. Coughlin Center  
625 E. County Road Y, Suite 100  
Oshkosh, WI 54901

TELEPHONE: 232-1951

## MISSION STATEMENT:

To provide a full range of professional services in the planning, design, and implementation of programs and projects that protect, restore, and sustain the natural resources of Winnebago County.

## PROGRAM DESCRIPTION:

**LAND & WATER RESOURCE MANAGEMENT-** Land and water resource assessments, inventories, NR151/ATCP50 compliance reviews, management plans, training and information and education services provided to landowners on individual land parcels and units of government for site specific and regional concerns. Complete, maintain and revise the State mandated, Winnebago County Land and Water Resource Management Plan.

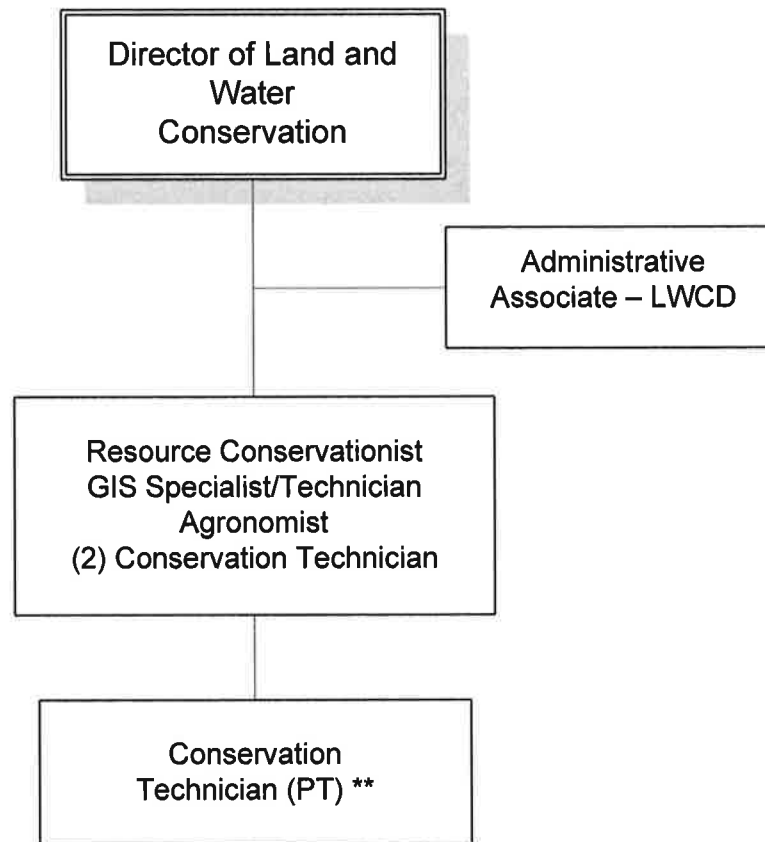
**RESOURCE PLAN REVIEWS-** Review surface drainage and agricultural land development projects and issue livestock waste management/erosion control permits and conduct onsite inspections of installed practices. These services are provided in accordance with the Winnebago County Livestock Waste Management, and Stormwater / Erosion Control ordinances. Provide State MS4 compliance for all required county owned properties.

**DESIGN & CONSTRUCTION MANAGEMENT-** Design, cost estimation, layout, and construction oversight services for "best management practices" installed to improve and protect surface and ground water quality; prevent soil erosion; manage stormwater runoff; protect and expand woodland resources; restore and enhance wetlands and upland habitat and protect and restore stream banks and shorelands. This includes the administration and delivery of the USDA/WI Conservation Reserve Enhancement Program (CREP), the State mandated Agricultural Performance Standards and Prohibitions, and the State Farmland Preservation Tax Credit Program (FPP).

**SOIL & WATER RESOURCE MANAGEMENT PROGRAM** - source: WDATCP & WDNR, approximately \$242,000 for staff support (\$142,000) and cost sharing (\$100,000) to landowners for the installation of pollution abatement and water quality protection practices throughout the county.

**COUNTY WATER QUALITY IMPROVEMENT PROGRAM** – source: Winnebago County; provides \$80,000 to \$100,000 annually to cost-share the installation of best management practices for the abatement of non-point pollution, to educate citizens on the importance of natural resource protection and the financial and technical assistance available, and to leverage additional funds by providing matching or contributory dollars within grant requests.

# LAND AND WATER CONSERVATION



\*\* Unclassified Position

# **LAND & WATER CONSERVATION**

**General Fund – Organization: 1082  
2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Thomas E. Davies  
**LOCATION:** Winnebago County LWCD  
James P. Coughlin Center  
625 E. County Road Y, Suite 100  
Oshkosh, WI 54901-8131

**TELEPHONE:** 232-1951

## **2016 ACCOMPLISHMENTS:**

- 1. Technical assistance services provided on approximately 40 separate practices involving the planning, design and construction of land and water resource improvement, restoration and protection components. These include shoreline protection and restoration, waterways and diversions, roof runoff controls, livestock waste transfer and storage facilities, barnyard runoff control systems, wetland restorations and well abandonments.**
- 2. Technical assistance services were provided approximately 730 times for non-farm individuals, 715 times for farmers and 390 times for units of government.**
- 3. Approximately 95 cost-share contracts with landowners were processed, accounting for approx. \$264,000 in county and state cost-share funds paid out or secured for the installation of non-point pollution abatement measures throughout the county.**
- 4. Issued approximately 15-20 LWMO permits to various livestock operations around the county for new or expanded facilities. Continued the LWMO review program during permit issuance to inform livestock operators of the impacts of the ordinance on their operations and to help them avoid water pollution problems.**
- 5. Secured state & local grants for \$384,000 to support implementation of the LWCD's soil and water resource protection programs, including Land and Water Resource Mgmt. Plan Implementation, the State Ag Performance Standards and locally identified resource concerns.**
- 6. Completed Farmland Preservation Program compliance certifications for 80 landowners, affecting 12,934 acres of cropland and providing an estimated \$97,000 in tax credits for county participants.**
- 7. Continued formal implementation of the Ag Performance Standards in accordance with NR 151 and DATCP 50 targeting the FPP participants, and tracked compliance on the GIS based recording system.**
- 8. Completed WDNR MS4 phase two permit requirements for WC.**

9. Coordinated and administered the sale of 31,000 trees, 6,600 trees planted with county planters and the sale of related supplies to approx. 30 landowners in Winnebago County.
10. Coordinated, conducted and installed numerous I & E presentations and demonstration projects, newsletter articles, including Conservation Field Days, WPS Farm Show and LWCD Awareness presentations to Local, State and Federal Agencies, the Media, Private Organizations and Industry. Completed the LWCD Annual Report and distributed to Federal, State, County, Town and Local government/agencies.
11. Generated the 2017 Winnebago County Plat Book to provide levy reducing revenue for LWCD and the County Clerk's Office.

**2017 GOALS & OBJECTIVES:**

1. Secure \$400,000 in funding sources to support administrative and technical components of the department's soil and water resource protection programs including cost-sharing for pollution abatement measures installed by landowners throughout Winnebago County.
2. Continue the County funded Water Quality Improvement Program, providing \$80,000 to \$100,000 in annual cost-share funds toward pollution abatement projects at critical or high priority sites throughout the county.
3. Continue implementation of the Agricultural Performance Standards and TMDLs as identified in the Winnebago County LWRMP and required by State Law, targeting the FPP participants receiving tax credits and landowners in the Lower Fox River Watershed.
4. Continue to improve interdepartmental and intergovernmental communication regarding ordinance enforcement, LWMO permits, the implementation/administration of NR216/MS4 – Storm water Pollution Prevention Program, and Chapter 88- Drainage of Lands, to better serve the Towns and Constituents of Winnebago County.
5. Sign 40-50 new cost share agreements for the installation of conservation practices with landowners of Winnebago County.
6. Coordinate, conduct and install numerous I & E presentations and demonstration projects, including Conservation Field Days, Soil Health Field Days, Town meetings, LWMO and TMDL informational meetings and overall LWCD awareness presentations to Local and Regional Organizations and Industry.
7. Seek out new funding and grant sources to implement conservation practices on developed and undeveloped sites and to provide information and education throughout Winnebago County.
8. Sell 200 – 300 copies of the 2017 Winnebago County Plat book, providing approximately \$6,800 to \$10,200 of levy reducing revenue for LWCD and the County Clerk's Office.
9. Ramp up TMDL implementation in the Lower Fox River Watershed within Winnebago County.
10. Begin preliminary implementation planning of the TMDLs for the Upper Fox / Wolf Watershed within Winnebago County.

# LAND & WATER CONSERVATION

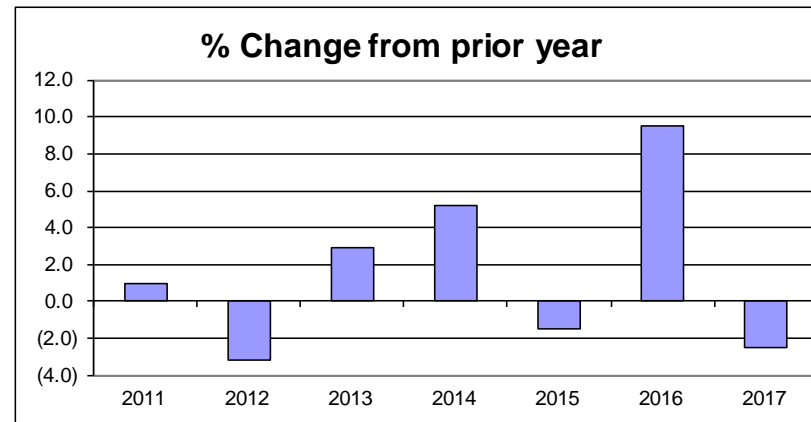
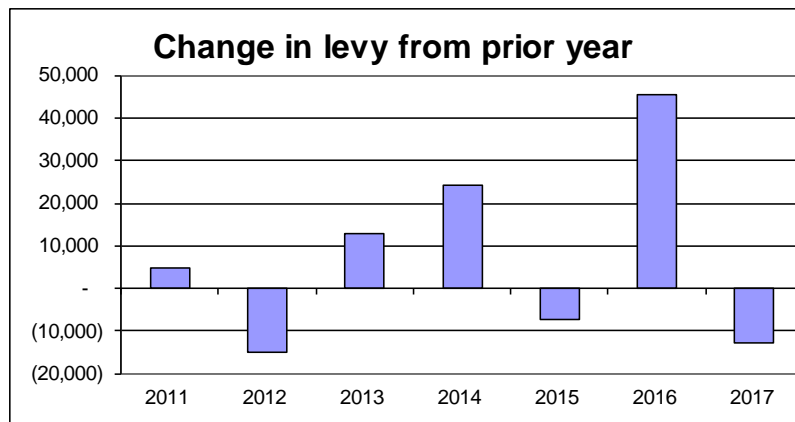
## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	7	7	7	8	8	7	7	7	7	7
Part Time	1	1	1	0	0	0	0	0	0	0
Total	8	8	8	8	8	7	7	7	7	7

There is no change to the staffing table for 2017.

**COUNTY LEVY:** The tax levy for 2017 is \$509,122, a decrease of \$12,828 or 2.5% under 2016. The decrease is based on the department purchasing a vehicle in 2016.



## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Land & Water Conservation

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 521,950</b>	
<b>Revenue Changes - impact on levy:</b>		
None	-	
<b>Expense Changes - impact on levy:</b>		
Health Insurance	10,322	Increase in health insurance premiums as forecasted by Human Resources.
Equipment	(30,000)	Last year department purchased a new truck, cap and towing accessories. No additional vehicles or equipment are being requested for 2017.
Other Contracted Services	(5,000)	Last year the department increased their budget by this amount for the printing and binding of the new 2017 plat books. This is not needed for 2017 expenses.
<b>Other small changes</b>	11,850	This is a combination of small increases and decreases to revenue and expense accounts. The majority of this increase comes from regular pay for the 2.95% projected increase.
<b>Tax Levy 2017</b>	<b>\$ 509,122</b>	



## Financial Summary Land & Water Conservation

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	29,102	298,602	369,054	440,263	361,570
Labor	313,958	548,026	548,026	548,026	573,789
Travel	2,902	6,550	5,000	6,900	5,000
Capital	31,396	31,396	30,000	31,400	-
Other Expenditures	76,443	309,288	307,978	414,275	291,903
Total Expenditures	424,699	895,260	891,004	1,000,601	870,692
Levy			521,950		509,122

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 082 - Land and Water Conservation</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
WI Dept of Administration	42002	0	0	0	40,000	40,000	40,000	40,000	0.00%
Agri Trade Consumer Protection	42004	151,454	293,749	245,590	242,000	242,500	242,500	242,500	0.21%
WI Natural Resources	42009	0	15,030	10,164	43,800	41,800	32,800	32,800	-25.11%
<b>Intergov Rev Subtotal:</b>		<b>151,454</b>	<b>308,779</b>	<b>255,755</b>	<b>325,800</b>	<b>324,300</b>	<b>315,300</b>	<b>315,300</b>	<b>-3.22%</b>
<b>Fines and Permits:</b>									
County Fines	44100	0	250	0	500	500	500	500	0.00%
<b>Fines and Permits Subtotal:</b>		<b>0</b>	<b>250</b>	<b>0</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>0.00%</b>
<b>Public Services:</b>									
Forms Copies Etc	45003	7	1	5	22	20	20	20	-9.09%
Conservation Services	45004	2,686	0	300	5,000	8,000	8,000	8,000	60.00%
Other Public Charges	45057	4,106	8,344	8,593	9,000	9,000	9,000	9,000	0.00%
<b>Public Services Subtotal:</b>		<b>6,799</b>	<b>8,344</b>	<b>8,898</b>	<b>14,022</b>	<b>17,020</b>	<b>17,020</b>	<b>17,020</b>	<b>21.38%</b>
<b>Interfund Revenue:</b>									
Conservation Services	65004	19,503	15,102	15,019	14,982	15,000	15,000	15,000	0.12%
<b>Interfund Revenue Subtotal:</b>		<b>19,503</b>	<b>15,102</b>	<b>15,019</b>	<b>14,982</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>0.12%</b>
<b>Total Operating Revenue:</b>		<b>177,756</b>	<b>332,475</b>	<b>279,672</b>	<b>355,304</b>	<b>356,820</b>	<b>347,820</b>	<b>347,820</b>	<b>-2.11%</b>
<b>Misc Revenues:</b>									
Rental Equipment	48101	1,809	887	400	1,000	1,000	1,000	1,000	0.00%
Sale Of Prop Equip	48104	0	2,850	1,591	0	0	0	0	0.00%
Material Sales	48105	6,821	4,995	6,714	12,750	12,750	12,750	12,750	0.00%
<b>Misc Revenues Subtotal:</b>		<b>8,630</b>	<b>8,732</b>	<b>8,705</b>	<b>13,750</b>	<b>13,750</b>	<b>13,750</b>	<b>13,750</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>8,630</b>	<b>8,732</b>	<b>8,705</b>	<b>13,750</b>	<b>13,750</b>	<b>13,750</b>	<b>13,750</b>	<b>0.00%</b>
<b>Revenue Total:</b>		<b>186,385</b>	<b>341,207</b>	<b>288,377</b>	<b>369,054</b>	<b>370,570</b>	<b>361,570</b>	<b>361,570</b>	<b>-2.03%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 082 - Land and Water Conservation</b>									
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	347,530	364,125	371,158	379,988	391,193	391,193	391,193	2.95%
Temporary Employees	51101	10,032	0	0	0	0	0	0	0.00%
Overtime	51105	106	0	0	0	0	0	0	0.00%
Comp Time	51108	0	64	24	0	0	0	0	0.00%
<b>Wages Subtotal:</b>		<b>357,667</b>	<b>364,189</b>	<b>371,182</b>	<b>379,988</b>	<b>391,193</b>	<b>391,193</b>	<b>391,193</b>	<b>2.95%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	26,411	26,259	26,951	29,069	29,926	29,926	29,926	2.95%
Health Insurance	51201	79,691	97,215	106,163	103,927	114,249	114,249	114,249	9.93%
Dental Insurance	51202	6,457	6,480	5,784	5,784	5,783	5,783	5,783	-0.02%
Workers Compensation	51203	5,429	2,135	2,285	2,051	3,845	3,845	3,845	87.47%
WI Retirement	51206	23,103	25,423	25,002	25,079	26,602	26,602	26,602	6.07%
Fringe Benefits Other	51207	2,012	2,370	2,444	2,128	2,191	2,191	2,191	2.96%
<b>Fringes Benefits Subtotal:</b>		<b>143,103</b>	<b>159,882</b>	<b>168,628</b>	<b>168,038</b>	<b>182,596</b>	<b>182,596</b>	<b>182,596</b>	<b>8.66%</b>
<b>Total Labor:</b>		<b>500,771</b>	<b>524,071</b>	<b>539,810</b>	<b>548,026</b>	<b>573,789</b>	<b>573,789</b>	<b>573,789</b>	<b>4.70%</b>
<b>Travel:</b>									
Registration Tuition	52001	2,382	2,076	2,288	3,000	3,000	3,000	3,000	0.00%
Automobile Allowance	52002	0	84	46	300	300	300	300	0.00%
Meals	52005	343	92	18	350	350	350	350	0.00%
Lodging	52006	870	290	82	1,000	1,000	1,000	1,000	0.00%
Other Travel Exp	52007	0	8	12	50	50	50	50	0.00%
Taxable Meals	52008	28	170	107	300	300	300	300	0.00%
<b>Travel Subtotal:</b>		<b>3,623</b>	<b>2,720</b>	<b>2,553</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>0.00%</b>
<b>Total Travel:</b>		<b>3,623</b>	<b>2,720</b>	<b>2,553</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>0.00%</b>

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 082 - Land and Water Conservation</b>									
<b>Capital Outlay:</b>									
Equipment	58004	0	24,500	0	30,000	0	0	0	-100.00%
<b>Capital Outlay Subtotal:</b>		<b>0</b>	<b>24,500</b>	<b>0</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.00%</b>
<b>Total Capital:</b>		<b>0</b>	<b>24,500</b>	<b>0</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.00%</b>
<b>Office:</b>									
Office Supplies	53000	1,072	1,014	563	600	600	600	600	0.00%
Stationery and Forms	53001	0	0	44	150	150	150	150	0.00%
Printing Supplies	53002	134	202	154	300	280	280	280	-6.67%
Print Duplicate	53003	0	0	0	150	150	150	150	0.00%
Postage and Box Rent	53004	134	155	22	150	150	150	150	0.00%
Computer Supplies	53005	0	134	0	200	200	200	200	0.00%
Computer Software	53006	3,648	876	4,600	5,000	5,000	5,000	5,000	0.00%
Telephone	53008	785	1,017	1,609	2,400	2,400	2,000	2,000	-16.67%
Telephone Supplies	53009	0	0	0	100	100	100	100	0.00%
Long Distance	53011	0	0	0	0	0	0	0	0.00%
Wireless	53012	139	293	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>5,912</b>	<b>3,690</b>	<b>6,992</b>	<b>9,050</b>	<b>9,030</b>	<b>8,630</b>	<b>8,630</b>	<b>-4.64%</b>
<b>Operating:</b>									
Advertising	53500	0	377	374	400	400	400	400	0.00%
Subscriptions	53501	193	179	214	250	250	250	250	0.00%
Membership Dues	53502	3,308	3,447	3,442	4,200	4,000	4,000	4,000	-4.76%
Agricultural Supplies	53515	2,029	3,286	3,232	3,500	3,500	3,500	3,500	0.00%
Food	53520	84	94	115	200	200	200	200	0.00%
Small Equipment	53522	1,513	633	796	1,600	1,800	1,800	1,800	12.50%
Other Operating Supplies	53533	237	205	42	500	500	500	500	0.00%
Motor Fuel	53548	10	112	14	200	200	200	200	0.00%
Operating Licenses Fees	53553	620	667	533	700	700	700	700	0.00%
Operating Grants	53565	46,323	202,847	140,370	242,000	241,000	241,000	241,000	-0.41%
Small Equipment Technology	53580	2,092	1,744	336	1,000	2,225	2,225	2,225	122.50%
Print Duplicate	73003	1,378	1,496	1,579	1,800	1,800	1,800	1,800	0.00%
Postage and Box Rent	73004	402	329	367	800	600	600	600	-25.00%
Motor Fuel	73548	3,042	3,752	2,279	3,500	3,000	3,000	3,000	-14.29%
Operating licenses fees	73553	480	150	570	600	600	600	600	0.00%
<b>Operating Subtotal:</b>		<b>61,711</b>	<b>219,318</b>	<b>154,263</b>	<b>261,250</b>	<b>260,775</b>	<b>260,775</b>	<b>260,775</b>	<b>-0.18%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Division - 082 - Land and Water Conservation</b>									
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	750	713	218	800	800	800	800	0.00%
Maintenance Vehicles	54023	1,150	283	410	600	600	600	600	0.00%
Equipment Repairs	54029	950	77	43	600	600	600	600	0.00%
Maintenance Vehicles	74023	327	630	416	1,200	1,200	1,200	1,200	0.00%
Equipment Repairs	74029	363	396	429	396	396	396	396	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>3,540</b>	<b>2,098</b>	<b>1,516</b>	<b>3,596</b>	<b>3,596</b>	<b>3,596</b>	<b>3,596</b>	<b>0.00%</b>
<b>Contractual Services:</b>									
Vehicle Repairs	55005	480	514	19	600	600	600	600	0.00%
Other Contract Serv	55030	13,198	9,053	9,190	27,000	22,000	13,000	13,000	-51.85%
<b>Contractual Services Subtotal:</b>		<b>13,677</b>	<b>9,568</b>	<b>9,208</b>	<b>27,600</b>	<b>22,600</b>	<b>13,600</b>	<b>13,600</b>	<b>-50.72%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	6,456	6,084	5,616	6,482	5,302	5,302	5,302	-18.20%
<b>Insurance Expenses Subtotal:</b>		<b>6,456</b>	<b>6,084</b>	<b>5,616</b>	<b>6,482</b>	<b>5,302</b>	<b>5,302</b>	<b>5,302</b>	<b>-18.20%</b>
<b>Total Other Operating:</b>		<b>91,296</b>	<b>240,759</b>	<b>177,595</b>	<b>307,978</b>	<b>301,303</b>	<b>291,903</b>	<b>291,903</b>	<b>-5.22%</b>
<b>Expense Total:</b>		<b>595,689</b>	<b>792,050</b>	<b>719,958</b>	<b>891,004</b>	<b>880,092</b>	<b>870,692</b>	<b>870,692</b>	<b>-2.28%</b>
<b>Land and Water Conservation Net/(Levy):</b>		<b>(409,304)</b>	<b>(450,842)</b>	<b>(431,581)</b>	<b>(521,950)</b>	<b>(509,522)</b>	<b>(509,122)</b>	<b>(509,122)</b>	<b>-2.46%</b>

## SUMMARY BY DIVISION

	<u>Revenues</u>	<u>Expenses</u>	<u>Adjustments</u>	<u>Levy</u>
<b>NON-DIVISIONAL BUDGETS</b>				
County Board	\$ -	\$ 333,340	\$ -	\$ 333,340
Scholarship Program	320	9,000	320	9,000
Unclassified	4,284,400	3,327,967	(2,490,000)	(3,446,433)
	<u>4,284,720</u>	<u>3,670,307</u>	<u>(2,489,680)</u>	<u>(3,104,093)</u>
	<u>\$ 4,284,720</u>	<u>\$ 3,670,307</u>	<u>\$ (2,489,680)</u>	<u>\$ (3,104,093)</u>

# COUNTY BOARD

General Fund – Department: 001

2016 BUDGET NARRATIVE

**DEPARTMENT HEAD:** David Albrecht  
**LOCATION:** Winnebago County  
112 Otter Avenue  
Oshkosh, WI 54901

**TELEPHONE:** 232-3439

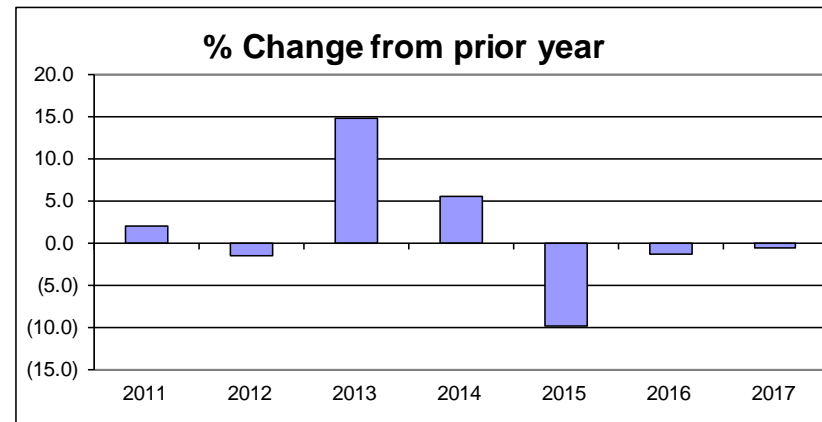
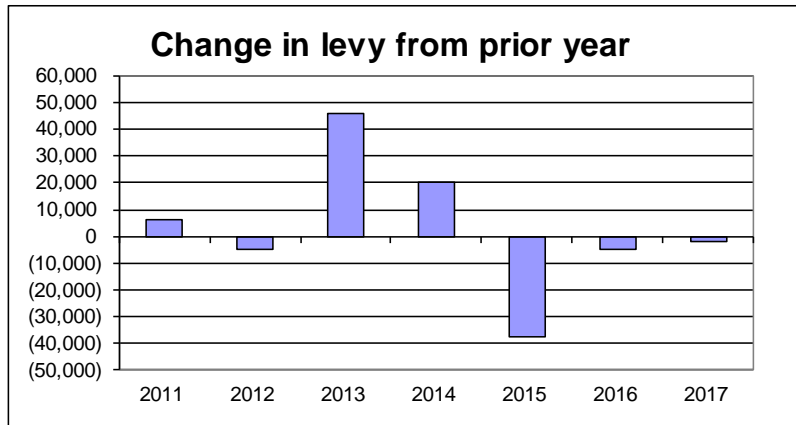
## **MISSION STATEMENT:**

To set broad policy measures with regard to the needs of the County taxpayer. Evaluate the results of this policy and ongoing programs that have been previously established. Measure the effectiveness of the personnel assigned to oversee the policies and programs.

# COUNTY BOARD

## 2017 BUDGET NARRATIVE HIGHLIGHTS

**COUNTY LEVY:** The 2017 tax levy is \$333,340, a decrease of \$1,660 or 0.5% under 2016. The budget includes \$44,250 to replace the video and audio equipment in the board room to broadcast the meetings.



### Scholarship Fund:

**COUNTY LEVY:** The tax levy for the scholarship program is \$9,000 for 2017, no change from 2016.

A fund balance roll forward schedule can be viewed in the Overview section of the budget book. It is listed as Fund Projections in the table of contents.



# COUNTY BOARD

General Fund –Department: 001

2017 BUDGET NARRATIVE

DEPARTMENT HEAD: David Albrecht  
LOCATION: Winnebago County  
112 Otter Avenue  
Oshkosh, WI 54901

TELEPHONE: 232-3439

## 2016 ACCOMPLISHMENTS:

1. Completion of the Classification and Compensation Study by McGrath Consulting Group, Inc. to evaluate wage levels and benefits for Winnebago County Employees.
2. Approved construction of a Security Center addition to the Winnebago County Court House; a new Airport Administration Complex and major improvements to the County Parks.
3. Approved an industrial development loan to Switch Gear Power System to allow for expansion which created additional job opportunities for residents of Winnebago County.
4. Set a broad policy to aid Department Heads with completing their Budget Process.

## 2017 GOALS & OBJECTIVES:

1. Continue to partner with Outagamie County to support UW-Fox Valley. Plan for long-range improvements to this facility by working with UW Fox Valley and Outagamie County.
2. Efficiently relocate non-court related departments from the courthouse to the county's administration building.
3. Study and construct a safe intersection constructed at County Road CB and Oakridge Road.
4. Continue to serve the citizens of Winnebago County in a fiscally responsible manner while providing services in an efficient, effective and compassionate manner.

## SIGNIFICANT CHANGES FROM 2016 ADOPTED - County Board

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Tax Levy 2016</b>	<b>\$ 335,000</b>	
<b>Revenue Changes - impact on levy:</b>		
Elected Officials	11,000	Decrease based on current year actual and prior two years history.
<b>Expense Changes - impact on levy:</b>		
Capital - Equipment	44,250	Increase due to purchase of equipment for televising county board meetings.
Professional Services	(24,000)	This account was increased last year for the compensation study performed. This year those funds are no longer needed.
<b>Other small changes</b>	(32,910)	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ 333,340</b>	

## Financial Summary County Board

<b>Items</b>	<b>2016 7-Month Actual</b>	<b>2016 12-Month Estimate</b>	<b>2016 Adopted Budget</b>	<b>2016 Adjusted Budget</b>	<b>2017 Adopted Budget</b>
Total Revenues	-	-	-	-	-
Labor	85,368	150,200	165,125	165,125	151,200
Travel	40,065	71,100	72,325	72,325	70,890
Capital	-	-	-	-	44,250
Other Expenditures	84,312	136,000	97,550	243,355	67,000
Total Expenditures	209,745	357,300	335,000	480,805	333,340
Levy			335,000		333,340

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 001 - Board</b>									
<b>Expense</b>									
<b>Wages:</b>									
Elected Officials	51103	128,160	119,690	120,812	132,000	121,000	121,000	121,000	-8.33%
Citizen Board Per Diem	51106	13,662	14,234	13,486	20,500	19,000	19,000	19,000	-7.32%
Other Per Diem	51107	2,288	1,034	0	0	0	0	0	0.00%
<b>Wages Subtotal:</b>		<b>144,110</b>	<b>134,958</b>	<b>134,298</b>	<b>152,500</b>	<b>140,000</b>	<b>140,000</b>	<b>140,000</b>	<b>-8.20%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	10,935	10,072	9,956	12,120	11,000	11,000	11,000	-9.24%
Workers Compensation	51203	401	109	115	505	200	200	200	-60.40%
<b>Fringes Benefits Subtotal:</b>		<b>11,336</b>	<b>10,181</b>	<b>10,071</b>	<b>12,625</b>	<b>11,200</b>	<b>11,200</b>	<b>11,200</b>	<b>-11.29%</b>
<b>Total Labor:</b>		<b>155,446</b>	<b>145,139</b>	<b>144,369</b>	<b>165,125</b>	<b>151,200</b>	<b>151,200</b>	<b>151,200</b>	<b>-8.43%</b>
<b>Travel:</b>									
Registration Tuition	52001	10,411	8,095	8,902	14,500	14,350	14,350	14,350	-1.03%
Automobile Allowance	52002	33,437	31,959	34,400	35,000	35,000	35,000	35,000	0.00%
Commercial Travel	52004	2,546	1,750	1,609	3,000	3,000	3,000	3,000	0.00%
Meals	52005	1,789	1,856	1,974	3,500	2,500	2,500	2,500	-28.57%
Lodging	52006	12,348	11,408	13,690	14,700	14,640	14,640	14,640	-0.41%
Other Travel Exp	52007	1,111	497	366	1,015	1,000	1,000	1,000	-1.48%
Taxable Meals	52008	514	344	269	610	400	400	400	-34.43%
<b>Travel Subtotal:</b>		<b>62,155</b>	<b>55,909</b>	<b>61,210</b>	<b>72,325</b>	<b>70,890</b>	<b>70,890</b>	<b>70,890</b>	<b>-1.98%</b>
<b>Total Travel:</b>		<b>62,155</b>	<b>55,909</b>	<b>61,210</b>	<b>72,325</b>	<b>70,890</b>	<b>70,890</b>	<b>70,890</b>	<b>-1.98%</b>

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 001 - Board</b>									
<b>Capital Outlay:</b>									
Equipment	58004	76,468	0	0	0	44,250	44,250	44,250	100.00%
<b>Capital Outlay Subtotal:</b>		<b>76,468</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>44,250</b>	<b>44,250</b>	<b>44,250</b>	<b>100.00%</b>
<b>Total Capital:</b>		<b>76,468</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>44,250</b>	<b>44,250</b>	<b>44,250</b>	<b>100.00%</b>
<b>Office:</b>									
Office Supplies	53000	213	285	81	600	500	500	500	-16.67%
Stationery and Forms	53001	109	18	90	200	200	200	200	0.00%
Printing Supplies	53002	49	0	0	200	100	100	100	-50.00%
Telephone	53008	(45)	355	1,524	2,000	1,000	1,000	1,000	-50.00%
Long Distance	53011	0	34	0	0	0	0	0	0.00%
Wireless	53012	756	415	0	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>1,083</b>	<b>1,107</b>	<b>1,695</b>	<b>3,000</b>	<b>1,800</b>	<b>1,800</b>	<b>1,800</b>	<b>-40.00%</b>
<b>Operating:</b>									
Advertising	53500	0	0	0	700	500	500	500	-28.57%
Subscriptions	53501	700	680	740	900	900	900	900	0.00%
Membership Dues	53502	21,319	21,438	21,438	23,000	22,000	22,000	22,000	-4.35%
Publish Legal Notices	53503	21,854	18,740	10,895	23,000	24,000	24,000	24,000	4.35%
Photo Processing	53504	0	352	0	500	0	0	0	-100.00%
Food	53520	321	352	297	500	500	500	500	0.00%
Small Equipment	53522	0	0	5,710	9,500	9,500	9,500	9,500	0.00%
Other Operating Supplies	53533	845	433	3,212	3,500	1,000	1,000	1,000	-71.43%
Small Equipment Technology	53580	0	0	25,362	0	0	0	0	0.00%
Print Duplicate	73003	2,726	2,706	1,793	3,000	2,000	2,000	2,000	-33.33%
Postage and Box Rent	73004	2,604	2,432	1,692	3,000	2,000	2,000	2,000	-33.33%
<b>Operating Subtotal:</b>		<b>50,369</b>	<b>47,132</b>	<b>71,140</b>	<b>67,600</b>	<b>62,400</b>	<b>62,400</b>	<b>62,400</b>	<b>-7.69%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 001 - Board</b>									
<b>Repairs &amp; Maint:</b>									
Maintenance Equipment	54022	44	37	0	50	0	0	0	-100.00%
Equipment Repairs	54029	0	0	6,600	6,600	6,600	6,600	6,600	0.00%
Equipment Repairs	74029	165	198	165	1,500	1,500	1,500	1,500	0.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>209</b>	<b>235</b>	<b>6,765</b>	<b>8,150</b>	<b>8,100</b>	<b>8,100</b>	<b>8,100</b>	<b>-0.61%</b>
<b>Contractual Services:</b>									
Data Processing	55013	0	4,950	0	0	0	0	0	0.00%
Professional Service	55014	0	0	5,000	30,000	6,000	6,000	6,000	-80.00%
Personnel Services	75800	(11,430)	(11,478)	(12,537)	(12,000)	(12,500)	(12,500)	(12,500)	4.17%
<b>Contractual Services Subtotal:</b>		<b>(11,430)</b>	<b>(6,528)</b>	<b>(7,537)</b>	<b>18,000</b>	<b>(6,500)</b>	<b>(6,500)</b>	<b>(6,500)</b>	<b>-136.11%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	76000	780	840	1,116	800	1,200	1,200	1,200	50.00%
<b>Insurance Expenses Subtotal:</b>		<b>780</b>	<b>840</b>	<b>1,116</b>	<b>800</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>50.00%</b>
<b>Total Other Operating:</b>		<b>41,010</b>	<b>42,785</b>	<b>73,178</b>	<b>97,550</b>	<b>67,000</b>	<b>67,000</b>	<b>67,000</b>	<b>-31.32%</b>
<b>Expense Total:</b>		<b>335,079</b>	<b>243,833</b>	<b>278,757</b>	<b>335,000</b>	<b>333,340</b>	<b>333,340</b>	<b>333,340</b>	<b>-0.50%</b>
<b>Board Net/(Levy):</b>		<b>(335,079)</b>	<b>(243,833)</b>	<b>(278,757)</b>	<b>(335,000)</b>	<b>(333,340)</b>	<b>(333,340)</b>	<b>(333,340)</b>	<b>-0.50%</b>

# WINNEBAGO COUNTY CAPITAL OUTLAY - 2017

<u>Department</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Cost</u>	<u>Capital Outlay</u>
County Board -				
	Equipment for televising county board meetings	1	44,250	44,250
		<b>1</b>		<b>44,250</b>

## Financial Summary Scholarship Program

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	166	300	200	200	320
Labor	-	-	-	-	-
Travel	-	-	-	-	-
Capital	-	-	-	-	-
Other Expenditures	6,000	10,000	9,000	9,000	9,000
Total Expenditures	6,000	10,000	9,000	9,000	9,000
Levy Before Fund Balance Adjustments			8,800		8,680
Increase / (Decrease) fund balance			200		320
Net Levy After Fund Balance Adjustments			9,000		9,000



**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 060 - Scholarship</b>									
<b>Revenue</b>									
<b>Interest:</b>									
Interest Investments	48000	313	290	315	200	320	320	320	60.00%
Investment Mark to Market	48002	(450)	233	68	0	0	0	0	0.00%
<b>Interest Subtotal:</b>		<b>(137)</b>	<b>523</b>	<b>383</b>	<b>200</b>	<b>320</b>	<b>320</b>	<b>320</b>	<b>60.00%</b>
<b>Transfers In:</b>									
Other Transfers In	49501	9,000	0	0	0	0	0	0	0.00%
<b>Transfers In Subtotal:</b>		<b>9,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>8,863</b>	<b>523</b>	<b>383</b>	<b>200</b>	<b>320</b>	<b>320</b>	<b>320</b>	<b>60.00%</b>
<b>Revenue Total:</b>		<b>8,863</b>	<b>523</b>	<b>383</b>	<b>200</b>	<b>320</b>	<b>320</b>	<b>320</b>	<b>60.00%</b>
<b>Expense</b>									
<b>Operating:</b>									
Operating Grants	53565	9,000	8,000	8,500	9,000	9,000	9,000	9,000	0.00%
<b>Operating Subtotal:</b>		<b>9,000</b>	<b>8,000</b>	<b>8,500</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>	<b>0.00%</b>
<b>Total Other Operating:</b>		<b>9,000</b>	<b>8,000</b>	<b>8,500</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>	<b>0.00%</b>
<b>Expense Total:</b>		<b>9,000</b>	<b>8,000</b>	<b>8,500</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>	<b>0.00%</b>
<b>Scholarship Net/(Levy):</b>		<b>(137)</b>	<b>(7,477)</b>	<b>(8,117)</b>	<b>(8,800)</b>	<b>(8,680)</b>	<b>(8,680)</b>	<b>(8,680)</b>	<b>-1.36%</b>

# MISCELLANEOUS AND UNCLASSIFIED

## 2017 BUDGET NARRATIVE HIGHLIGHTS

**DEPARTMENT DESCRIPTION:** This area of the budget contains expenditures and revenues that cannot be assigned to a particular department. This includes contingency funds, operating grants, transfers to other funds, and other expenses in the expenditure area. The revenues are state-shared revenues, investment income, and indirect costs.

**DEPARTMENT STAFFING:** There is no county staffing charged to this department. Wage and benefit costs included are related to payouts to terminating employees.

**OVERALL:** The net overall increase to the surplus generated in this area is \$705,820. See significant changes from 2016 Adopted Budget for details on the following page.

## SIGNIFICANT CHANGES FROM 2016 ADOPTED - Miscellaneous & Unclassified

Account	Amount	Description
<b>Significant changes from 2016</b>		
<b>Net (Surplus) 2016</b>	<b>\$ (2,740,613)</b>	
<b>Revenue Changes - impact on levy:</b>		
State Shared Revenue	(102,000)	Increase based on past years trend.
Indirect Cost	(19,000)	Increase based on 2015 history and cost allocation plan for 2015 used for billings in 2017.
Interest Investments	(50,000)	Increase based on a change in investment strategy. The County is purchasing more longer term fixed rate non-callable securities, which provide better returns.
Other Miscellaneous Revenues	900,000	The 2016 budget included \$1 million for a large TIF closeout. The 2017 budget does not include this revenue.
<b>Expense Changes - impact on levy:</b>		
Regular Pay	(6,000)	Decrease due to no longer using this account for payouts.
Payout Wages	135,000	Increase based on history. Payout wages are very difficult to predict. It represents payouts to retirees of sick leave bank. Some goes directly to individual retirees and some goes to pay health insurance benefits after retirement.
FICA Medicare	10,327	Increase based on sick leave payouts that are not paid over to health insurance are subject to FICA Medicare taxes. The majority of the payouts are smaller so they are not qualifying for post retirement health so they are taxable.
Bad Debt Expense	5,000	Increase based on history. These expenses are difficult to predict. The 2017 budgeted amount is doubling 2016 amount based on the 2015 actual.
Tax Refunds	10,000	Increase based on history. These expenses are difficult to predict. The 2017 budgeted amount is being increased based on the 2015 actual.
Other Miscellaneous Expense	(10,000)	Decrease based on history. These expenses are difficult to predict. The 2017 budgeted amount is being decreased based on the 2015 actual.
Other Transfers Out	19,000	Larger transfer to IDB so they can increase the per capital distributions to municipalities.
Fund Balance	(1,682,000)	In 2016, \$750,000 was used from fund balance from health insurance reserves and \$118,000 was used to stay under levy limit. \$750,000 of health insurance reserves will again be used in 2017 and \$1.8 million to stay within the levy limits.
<b>Other small changes</b>	<b>83,853</b>	This is a combination of small increases and decreases to revenue and expense accounts.
<b>Tax Levy 2017</b>	<b>\$ (3,446,433)</b>	<b>Represents more revenue than expenses so this reduces the overall levy.</b>

## Financial Summary

### Miscellaneous & Unclassified

Items	2016 7-Month Actual	2016 12-Month Estimate	2016 Adopted Budget	2016 Adjusted Budget	2017 Adopted Budget
Total Revenues	1,856,051	4,065,800	4,960,800	4,960,800	4,284,400
Labor	158,964	216,500	87,798	87,798	226,435
Travel	-	-	-	-	-
Capital	-	-	-	-	-
Other Expenditures (Note 1)	1,856,796	2,685,399	3,000,389	2,928,389	3,101,532
Total Expenditures	2,015,760	2,901,899	3,088,187	3,016,187	3,327,967
Levy Before Fund Balance Adjustments			(1,872,613)		(956,433)
Increase / (Decrease) fund balance			(868,000)		(2,490,000)
Net Levy After Fund Balance Adjustments			(2,740,613)		(3,446,433)
<b>Increase / (Decrease) fund balance - components:</b>			<b>2016</b>		<b>2017</b>
Health insurance reserves used to reduce levy			750,000		750,000
Funds used to stay under the levy limit			118,000		1,740,000
<b>Total use of General Fund Undesignated Fund Balance</b>			<b>868,000</b>		<b>2,490,000</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 039 - Miscellaneous unclassified</b>									
<b>Revenue</b>									
<b>Taxes:</b>									
Forest Crop Tax	41001	409	453	2,242	400	3,050	3,050	3,050	662.50%
Retained Sales Tax	41004	190	153	135	200	150	150	150	-25.00%
<b>Taxes Subtotal:</b>		<b>598</b>	<b>605</b>	<b>2,377</b>	<b>600</b>	<b>3,200</b>	<b>3,200</b>	<b>3,200</b>	<b>433.33%</b>
<b>Intergov Rev:</b>									
State Shared Revenue	42001	3,321,551	3,320,117	3,302,262	3,200,000	3,302,000	3,302,000	3,302,000	3.19%
Indirect Cost	42020	81,816	149,718	210,195	145,000	164,000	164,000	164,000	13.10%
<b>Intergov Rev Subtotal:</b>		<b>3,403,368</b>	<b>3,469,834</b>	<b>3,512,457</b>	<b>3,345,000</b>	<b>3,466,000</b>	<b>3,466,000</b>	<b>3,466,000</b>	<b>3.62%</b>
<b>Public Services:</b>									
Other Public Charges	45057	165	150	165	200	200	200	200	0.00%
<b>Public Services Subtotal:</b>		<b>165</b>	<b>150</b>	<b>165</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>0.00%</b>
<b>Total Operating Revenue:</b>		<b>3,404,131</b>	<b>3,470,590</b>	<b>3,514,999</b>	<b>3,345,800</b>	<b>3,469,400</b>	<b>3,469,400</b>	<b>3,469,400</b>	<b>3.69%</b>
<b>Interest:</b>									
Interest Investments	48000	509,847	441,116	447,911	550,000	600,000	650,000	650,000	18.18%
Investment Mark to Market	48002	(733,518)	414,024	110,812	0	0	0	0	0.00%
<b>Interest Subtotal:</b>		<b>(223,671)</b>	<b>855,140</b>	<b>558,723</b>	<b>550,000</b>	<b>600,000</b>	<b>650,000</b>	<b>650,000</b>	<b>18.18%</b>
<b>Misc Revenues:</b>									
Sale Of Prop Equip	48104	32,910	13,054	12,831	15,000	15,000	15,000	15,000	0.00%
Other Miscellaneous Revenues	48109	247,881	141,224	164,901	1,050,000	150,000	150,000	150,000	-85.71%
<b>Misc Revenues Subtotal:</b>		<b>280,791</b>	<b>154,277</b>	<b>177,733</b>	<b>1,065,000</b>	<b>165,000</b>	<b>165,000</b>	<b>165,000</b>	<b>-84.51%</b>
<b>Transfers In:</b>									
Other Transfers In	49501	938,244	548,712	0	0	0	0	0	0.00%
<b>Transfers In Subtotal:</b>		<b>938,244</b>	<b>548,712</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>995,364</b>	<b>1,558,128</b>	<b>736,456</b>	<b>1,615,000</b>	<b>765,000</b>	<b>815,000</b>	<b>815,000</b>	<b>-49.54%</b>
<b>Revenue Total:</b>		<b>4,399,495</b>	<b>5,028,718</b>	<b>4,251,455</b>	<b>4,960,800</b>	<b>4,234,400</b>	<b>4,284,400</b>	<b>4,284,400</b>	<b>-13.63%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 039 - Miscellaneous unclassified</b>									
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	(31,859)	5,483	30,924	6,000	0	0	0	-100.00%
Temporary Employees	51101	(2,445)	0	0	0	0	0	0	0.00%
Payout Wages	51120	106,023	69,810	211,551	75,000	210,000	210,000	210,000	180.00%
Payroll Sundry Account	51190	5,114	569	13	1,000	200	200	200	-80.00%
<b>Wages Subtotal:</b>		<b>76,833</b>	<b>75,861</b>	<b>242,489</b>	<b>82,000</b>	<b>210,200</b>	<b>210,200</b>	<b>210,200</b>	<b>156.34%</b>
<b>Fringes Benefits:</b>									
FICA Medicare	51200	6,018	5,854	15,963	5,738	16,065	16,065	16,065	179.98%
Health Insurance	51201	20,871	36,194	28,986	0	0	0	0	0.00%
Dental Insurance	51202	(6)	0	(0)	0	0	0	0	0.00%
Workers Compensation	51203	(1,627)	(210)	36	0	70	70	70	100.00%
WI Retirement	51206	178	33	0	50	0	0	0	-100.00%
Fringe Benefits Other	51207	12	11	74	10	100	100	100	900.00%
<b>Fringes Benefits Subtotal:</b>		<b>25,446</b>	<b>41,882</b>	<b>45,059</b>	<b>5,798</b>	<b>16,235</b>	<b>16,235</b>	<b>16,235</b>	<b>180.01%</b>
<b>Total Labor:</b>		<b>102,278</b>	<b>117,743</b>	<b>287,547</b>	<b>87,798</b>	<b>226,435</b>	<b>226,435</b>	<b>226,435</b>	<b>157.90%</b>
<b>Office:</b>									
Postage and Box Rent	53004	45	0	0	50	0	0	0	-100.00%
<b>Office Subtotal:</b>		<b>45</b>	<b>0</b>	<b>0</b>	<b>50</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.00%</b>
<b>Operating:</b>									
Household Supplies	53516	7	15	38	50	50	50	50	0.00%
Bad Debts Expense	53561	25,795	(6,943)	109,117	5,000	10,000	10,000	10,000	100.00%
Taxes & Assessments	53562	9,151	0	1,751	5,000	2,000	2,000	2,000	-60.00%
Tax Refunds	53564	42,158	5,631	106,950	15,000	25,000	25,000	25,000	66.67%
Operating Grants	53565	2,394,445	2,304,368	2,570,128	2,376,516	2,489,371	2,526,429	2,466,429	3.78%
Other Miscellaneous	53568	5,443	41,523	3,908	15,000	5,000	5,000	5,000	-66.67%
Postage and Box Rent	73004	5	0	0	0	0	0	0	0.00%
<b>Operating Subtotal:</b>		<b>2,477,004</b>	<b>2,344,593</b>	<b>2,791,893</b>	<b>2,416,566</b>	<b>2,531,421</b>	<b>2,568,479</b>	<b>2,508,479</b>	<b>3.80%</b>
<b>Repairs &amp; Maint:</b>									
Maintenance Grounds	74021	0	0	988	3,000	0	0	0	-100.00%
<b>Repairs &amp; Maint Subtotal:</b>		<b>0</b>	<b>0</b>	<b>988</b>	<b>3,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.00%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Department - 039 - Miscellaneous unclassified</b>									
<b>Contractual Services:</b>									
Professional Service	55014	59,791	47,593	44,191	50,000	45,640	48,640	48,640	-2.72%
Taxes Assessments	55054	0	1,186	0	2,000	0	0	0	-100.00%
<b>Contractual Services Subtotal:</b>		<b>59,791</b>	<b>48,779</b>	<b>44,191</b>	<b>52,000</b>	<b>45,640</b>	<b>48,640</b>	<b>48,640</b>	<b>-6.46%</b>
<b>Insurance Expenses:</b>									
Claim Payments	56002	0	0	0	2,000	0	0	0	-100.00%
Prop Liab Insurance	76000	11,196	12,768	11,232	11,773	10,413	10,413	10,413	-11.55%
<b>Insurance Expenses Subtotal:</b>		<b>11,196</b>	<b>12,768</b>	<b>11,232</b>	<b>13,773</b>	<b>10,413</b>	<b>10,413</b>	<b>10,413</b>	<b>-24.40%</b>
<b>Total Other Operating:</b>		<b>2,548,036</b>	<b>2,406,141</b>	<b>2,848,304</b>	<b>2,485,389</b>	<b>2,587,474</b>	<b>2,627,532</b>	<b>2,567,532</b>	<b>3.31%</b>
<b>Transfers Out:</b>									
Other Transfers Out	59501	8,464,067	6,609,932	2,322,878	190,000	209,000	209,000	209,000	10.00%
<b>Transfers Out Subtotal:</b>		<b>8,464,067</b>	<b>6,609,932</b>	<b>2,322,878</b>	<b>190,000</b>	<b>209,000</b>	<b>209,000</b>	<b>209,000</b>	<b>10.00%</b>
<b>Other Financing Uses:</b>									
Res Contingencies	59502	0	0	0	300,000	300,000	300,000	300,000	0.00%
Res Salaries	59503	0	0	0	25,000	25,000	25,000	25,000	0.00%
<b>Other Financing Uses Subtotal:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>325,000</b>	<b>325,000</b>	<b>325,000</b>	<b>325,000</b>	<b>0.00%</b>
<b>Total Non-Operating Expense:</b>		<b>8,464,067</b>	<b>6,609,932</b>	<b>2,322,878</b>	<b>515,000</b>	<b>534,000</b>	<b>534,000</b>	<b>534,000</b>	<b>3.69%</b>
<b>Expense Total:</b>		<b>11,114,381</b>	<b>9,133,816</b>	<b>5,458,730</b>	<b>3,088,187</b>	<b>3,347,909</b>	<b>3,387,967</b>	<b>3,327,967</b>	<b>7.76%</b>
<b>Miscellaneous unclassified Net/(Levy):</b>		<b>(6,714,887)</b>	<b>(4,105,098)</b>	<b>(1,207,274)</b>	<b>1,872,613</b>	<b>886,491</b>	<b>896,433</b>	<b>956,433</b>	<b>-48.93%</b>
Fund balance applied (Note):		0	0	0	868,000	2,550,000	2,550,000	2,490,000	186.87%
<b>Net Miscellaneous unclassified:</b>		<b>(6,714,887)</b>	<b>(4,105,098)</b>	<b>(1,207,274)</b>	<b>2,740,613</b>	<b>3,436,491</b>	<b>3,446,433</b>	<b>3,446,433</b>	<b>25.75%</b>

Note: Fund balance applied in this cost center is a use of fund balance to reduce the overall levy for the county.

**WINNEBAGO COUNTY**  
**2017 BUDGET**  
**SCHEDULE OF MISCELLANEOUS OPERATING GRANT PAYMENTS**

	<b><u>2015</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>Increase / (decrease)</u></b>	
	<b><u>Budget</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>	<b><u>Amount</u></b>	<b><u>Percent</u></b>
Library (See attached schedule)	\$ 1,922,693	\$ 1,949,022	\$ 2,084,481	135,459	6.95
Library fees due for County resident usage of other library systems	38,032	43,961	44,401	440	1.00
Regional Planning Commission	203,816	206,873	201,000	(5,873)	(2.84)
ADVOCAP	34,556	35,074	35,425	351	1.00
County Fair Association	50,000	50,000	50,000	0	0.00
Ambulance Service	3,533	3,586	3,622	36	1.00
Railroad Consortium	25,000	25,000	25,000	0	0.00
Aviation Park Business Accelerator grant	50,000	0	0	0	0.00
Subtotal	\$ 2,327,630	\$ 2,313,516	\$ 2,443,929	130,413	5.64
Culvert and Bridge Aide	73,250	63,000	22,500	(40,500)	(64.29)
Totals	2,400,880	2,376,516	2,466,429	89,913	3.78

**SCHEDULE OF MISCELLANEOUS INTERFUND TRANSFERS**

Industrial Development Board Grant	190,000	190,000	209,000	19,000	10.00
Totals	190,000	190,000	209,000	19,000	10.00



**COUNTY LIBRARY LEVY REQUEST  
COMPARATIVE DATA  
LEVY ANALYSIS**

<b>Used for 2017 library allocation</b>						<b>Change 2017 over / (under) 2016</b>	
<b>Operating:</b>	<b>2016 Net Library Budget</b>	<b>Percent of County Users/Usage</b>	<b>2015 Library Allocation</b>	<b>2016 Library Allocation</b>	<b>2017 Library Allocation</b>	<b>Amount</b>	<b>Percent</b>
Menasha	\$ 1,338,306	26.90% *	\$ 338,576	\$ 335,745	\$ 360,004	\$ 24,259	7.23
Neenah	1,996,946	37.90% *	699,699	712,846	756,843	43,997	6.17
Omro	177,195	53.00%	78,234	83,543	93,913	10,370	12.41
Oshkosh	3,172,026	17.80% *	493,755	514,926	564,621	49,695	9.65
Winneconne	202,995	54.90% *	114,207	111,434	111,444	10	0.01
Total operating	<u>6,887,468</u>		<u>1,724,471</u>	<u>1,758,494</u>	<u>1,886,825</u>	<u>128,331</u>	<u>7.30</u>
<b>Facilities:</b>							
Menasha	224,400	26.90% *	59,242	57,222	60,364	3,142	5.49
Neenah	286,304	37.90% *	104,215	104,215	108,509	4,294	4.12
Omro			0	0	0	0	0.00
Oshkosh		*	15,160	0	0	0	0.00
Winneconne	34,214	54.90% *	19,605	19,091	18,783	(308)	(1.61)
Total operating	<u>544,918</u>		<u>198,222</u>	<u>180,528</u>	<u>187,656</u>	<u>7,128</u>	<u>3.95</u>
<b>Special Project Grant (Note below)</b>			<u>0</u>	<u>10,000</u>	<u>10,000</u>	<u>0</u>	<u>0.00</u>
Totals	\$ <u>7,432,386</u>		\$ <u>1,922,693</u>	\$ <u>1,949,022</u>	\$ <u>2,084,481</u>	\$ <u>135,459</u>	<u>6.95</u>

**2017 Net Library Budget** - the 2017 library tax levy is based on the 2016 budget. The formula is always based on the past year budget because the municipalities do not prepare their library budgets for the next year until after the County has completed it's budget process.

**Percent of County Users/Usage** - the formula is set to allocate the County share of the library budget based on actual usage by County residents. This percent is based on the number of users outside of the municipality responsible for the library divided by the total of all usage of the facility.

**Special Project Grant:** The libraries are submitting a special project request of \$10,000 for the purchase of eBooks and eAudiobooks to be added to the Winnefox Overdrive Advantage Collection. This would supplement the \$82,333 that county libraries are spending on these materials this year. Use of these materials continues to increase; 2015 use was 24% over that of 2014.

\* Percent of actual circulation

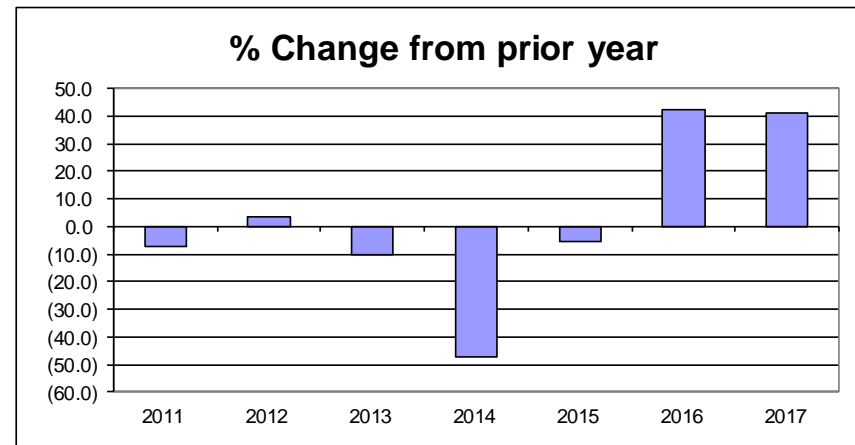
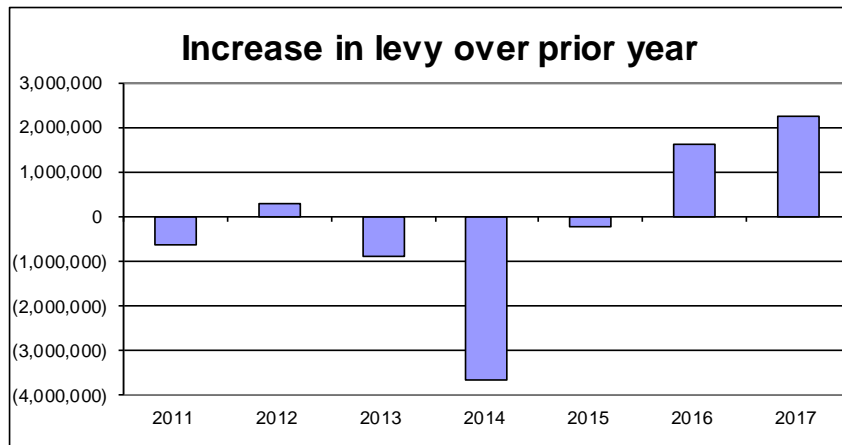
# DEBT SERVICE

## 2017 BUDGET NARRATIVE HIGHLIGHTS

### 2017 BUDGET DETAIL:

**NOTE:** Debt of proprietary funds such as Airport, Park View Health Center, Solid Waste and Highway Department are reflected in the budgets of those departments and are backed out of the totals here. The debt service in this section only applies to the governmental funds. However charts and graphs are prepared to include all debt so the reader can get a complete view of all debt.

The 2017 net levy supported debt service in the Debt Service Fund is \$7,650,000, an increase of \$2,231,000 or 41.2% over 2016. There will be a borrowing for new projects in 2017 for an estimated \$13.5 million. Projects included in the 2017 borrowing include; Window replacements, department relocation project, Human Service crisis service center, Human Service community based residential facility, Airport administration building, Airport hangar, and various road resurfacing and reconstruction projects. Each of these projects must first be approved by the Winnebago County Board of Supervisors.



Borrowing transactions that occurred during 2016 follow: \$3,940,000. These funds were borrowed for projects including; road resurfacing, courthouse window replacement project, card access system, department relocation project, Airport terminal building, Airport snow removal equipment and roof replacement.

There were no refunding or other borrowing transactions during 2016.

**INDEBTEDNESS LIMITATIONS:**

Total estimated outstanding debt is projected to be \$37,749,000 at the end of 2017. This is well below our debt limit of over \$616 million.

**OUTSTANDING INDEBTEDNESS AND REPAYMENT:**

Amounts of outstanding debt along with schedules of principal and interest due by year are on schedules that follow. All debt is fully retired after 10 years. The Levy & Non-Levy Debt graph that follows (a few pages later) shows our policy of maintaining level debt service payments each year while leaving room in the later years to accommodate new debt.

Debt service principal and interest on debt incurred to finance proprietary activities is accounted for in those proprietary funds. The debt service fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs, for governmental funds. See the glossary at the end of the budget book for a definition of proprietary type activities. This section of the budget summarizes all debt service of the County and identifies that portion attributable to proprietary type activities. Explanations are only provided for those debt obligations that are still outstanding. These explanations are found later in this section just prior to debt service schedules.

**Winnebago County**  
**Budget Detail - 2017**  
**Debt Service ( Dollars in thousands)**

	2013 Adopted Budget	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Adopted Budget
Reimbursements for pass through debt					
Housing Authority	110	110	110	110	110
East Central Regional Planning Commission	18	18	18	18	18
Investment income	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>128</b>	<b>128</b>	<b>128</b>	<b>128</b>	<b>128</b>
<b><u>Principal payments:</u></b>					
391 G.O. Notes, Series 2003B	85	-	-	-	-
395 G.O. Notes, Series 2004 B Refunding	345	390	-	-	-
339 G.O. Notes, Series 2006 A	2,340	-	-	-	-
341 G.O. Notes, Series 2007 A	385	405		-	-
343 G.O. Notes, Series 2008 A	565	590	615	-	-
300 G.O. Notes, Series 2009 Trust Fund Loan	254	-	-	-	-
300 G.O. Notes, Series 2009 BAB	365	370	386	397	405
300 G.O. Notes, Series 2010 BAB	1,295	1,315	1,340	1,365	1,395
G.O Notes, Series 2010C Trust Fund Loan	57	60	63	66	70
G.O Notes, Series 2010D Trust Fund Loan	12	13	13	14	15
300 G.O. Notes, Series 2011 A	335	345	355	373	370
300 G.O. Notes, Series 2012 A	85	175	610	651	695
300 G.O. Notes, Series 2012 B	845	2,705	2,780	2,585	-
300 G.O. Notes, Series 2012 C	3,275	1,255	1,285	1,310	1,335
G.O. Notes, Series 2014 A	-	-	500	375	385
G.O. Notes, Series 2015 A				300	395
G.O. Notes, Series 2016 A				-	2,590
<b>Total Principal</b>	<b>10,243</b>	<b>7,623</b>	<b>7,947</b>	<b>7,436</b>	<b>7,655</b>

**Winnebago County**  
**Budget Detail - 2017**  
**Debt Service ( Dollars in thousands)**

	2013 Adopted Budget	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Adopted Budget
<b><u>Interest payments:</u></b>					
391 G.O. Notes, Series 2003B	2	-	-	-	-
395 G.O. Notes, Series 2004 B Refunding	25	9	-	-	-
339 G.O. Notes, Series 2006 A	48	-	-	-	-
341 G.O. Notes, Series 2007 A	72	57	-	-	-
343 G.O. Notes, Series 2008 A	121	103	84	-	-
300 G.O. Notes, Series 2009 Trust Fund Loan	86	-	-	-	-
300 G.O. Notes, Series 2009 BAB	96	56	48	39	31
300 G.O. Notes, Series 2010 BAB	156	146	133	118	102
G.O Notes, Series 2010C Trust Fund Loan	54	51	47	44	41
G.O Notes, Series 2010D Trust Fund Loan	6	5	5	4	3
300 G.O. Notes, Series 2011 A	70	63	54	47	42
300 G.O. Notes, Series 2012 A	54	53	45	44	36
300 G.O. Notes, Series 2012 B	203	167	109	43	-
300 G.O. Notes, Series 2012 C	369	235	210	184	157
G.O. Notes, Series 2014 A	-	-	83	79	71
G.O. Notes, Series 2015 A				90	73
G.O. Notes, Series 2016 A				-	42
<b>Total Interest</b>	<b>1,362</b>	<b>945</b>	<b>818</b>	<b>692</b>	<b>598</b>
<b>TOTAL EXPENSES</b>	<b>11,605</b>	<b>8,568</b>	<b>8,765</b>	<b>8,128</b>	<b>8,253</b>
<b>Gross levy</b>	<b>11,477</b>	<b>8,440</b>	<b>8,637</b>	<b>8,000</b>	<b>8,125</b>

**Winnebago County**  
**Budget Detail - 2017**  
**Debt Service ( Dollars in thousands)**

	2013 Adopted Budget	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget	2017 Adopted Budget
<b>Less amounts charged to:</b>					
Airport fund	(152)	(162)	(106)	(54)	(56)
Solid Waste fund	(14)	(14)	(15)	(16)	(17)
Park View Health center	(3,380)	(2,616)	(2,637)	(2,431)	(320)
Highway	(59)	(75)	(76)	(80)	(82)
<b>LEVY debt service fund</b>	<b>7,872</b>	<b>5,573</b>	<b>5,803</b>	<b>5,419</b>	<b>7,650</b>
 Add back levy departments					
Airport fund	152	162	106	54	56
Park View Health Center	3,380	2,616	2,637	2,431	320
Fund balance applied (Note)	(200)	(1,550)	(2,000)	-	-
 Total all debt service levy	<b>11,204</b>	<b>6,801</b>	<b>6,546</b>	<b>7,904</b>	<b>8,026</b>

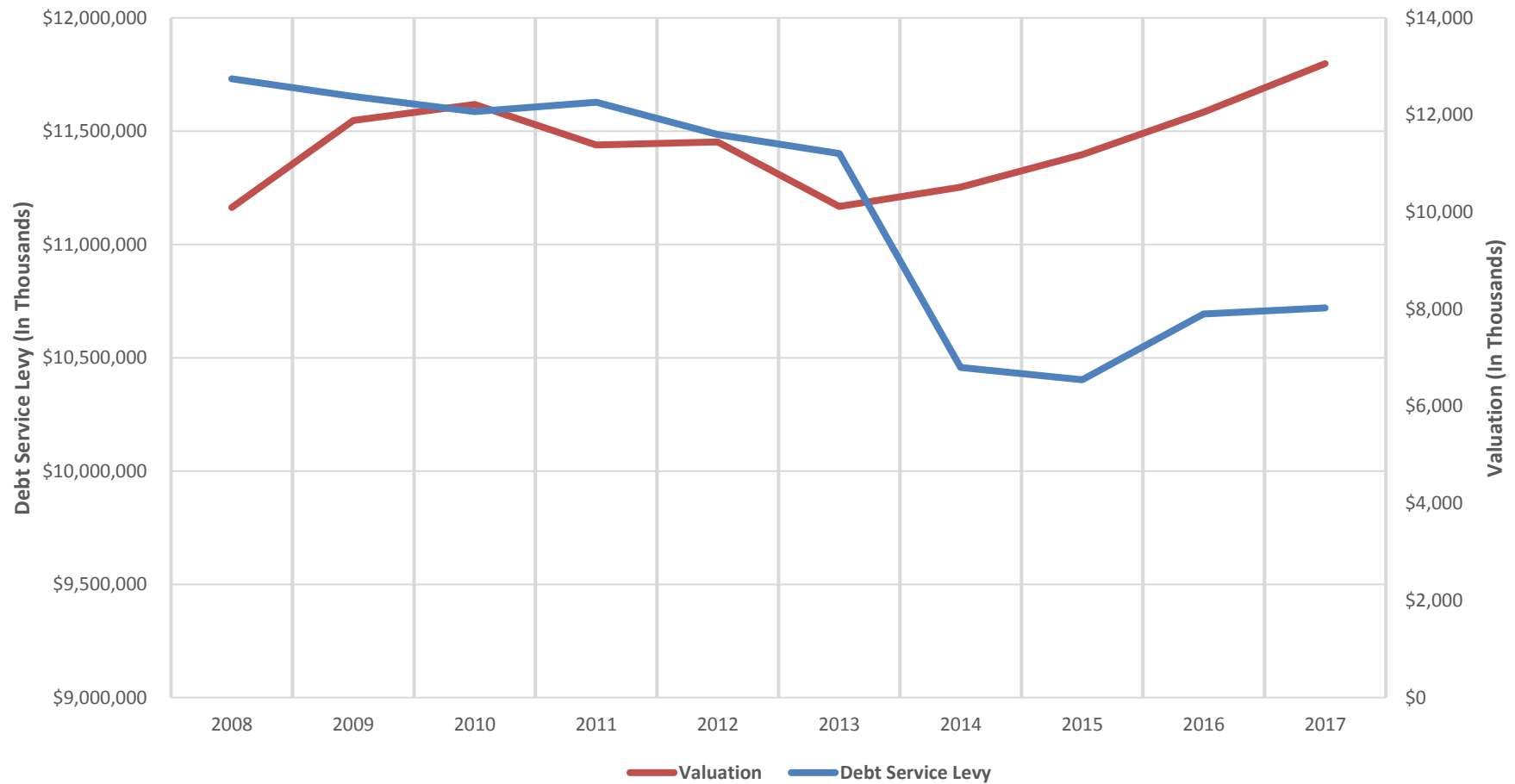
Note: Fund balance applies is a use of fund balance to reduce the levy for this activity.

**WINNEBAGO COUNTY**  
**OUTSTANDING INDEBTEDNESS - ALL**

(Includes Solid Waste and Highway Debt because they are included in Debt Limit Calculations)

<b>Notes:</b>	<b>ISSUE DATE</b>	<b>MATURITY DATE</b>	<b>NET EFFECTIVE INTEREST RATE</b>	<b>OUTSTANDING 12/31/16</b>	<b>2017 PRINCIPAL PAID</b>	<b>2017 NEW DEBT</b>	<b>12/31/17 OUTSTANDING DEBT (Projected)</b>
Taxable Gen Oblig (Build America Bonds) Series 2009B	11/10/09	04/01/2019	2.9900%	1,260,000	405,000		855,000
General Obligation Notes Series 2010B	11/19/10	04/01/2020	3.7100%	5,780,000	1,395,000		4,385,000
State of Wisconsin Trust Fund Loan Series 2010C	11/22/10	03/15/2025	5.2500%	775,000	70,000		705,000
State of Wisconsin Trust Fund Loan Series 2010D	12/15/10	03/15/2020	5.0000%	63,000	15,000		48,000
General Obligation Notes Series 2011A	11/08/11	04/01/2021	2.6800%	1,980,000	370,000		1,610,000
General Obligation Notes Series 2012A Refunding	03/15/12	04/01/2020	1.6100%	2,354,000	695,000		1,659,000
General Obligation Notes Series 2012C	11/06/12	04/01/2022	2.7600%	8,525,000	1,335,000		7,190,000
General Obligation Notes Series 2014A	11/08/14	04/01/2024	2.6200%	3,405,000	385,000		3,020,000
General Obligation Notes Series 2015A	11/08/15	04/01/2025	2.7000%	3,850,000	395,000		3,455,000
<b>NEW ISSUES - FALL 2016:</b>							
General Obligation Notes Series 2016A	Nov 2016	04/01/2026	Unknown	3,940,000	2,590,000	-	1,350,000
<b>NEW ISSUES - FALL 2017:</b>							
General Obligation Notes Series 2017A	Nov 2017	04/01/2027	Unknown	-	-	13,472,000	13,472,000
<b>GRAND TOTALS</b>				<b>c \$ 31,932,000</b>	<b>\$ 7,655,000</b>	<b>\$ 13,472,000</b>	<b>\$ 37,749,000</b>

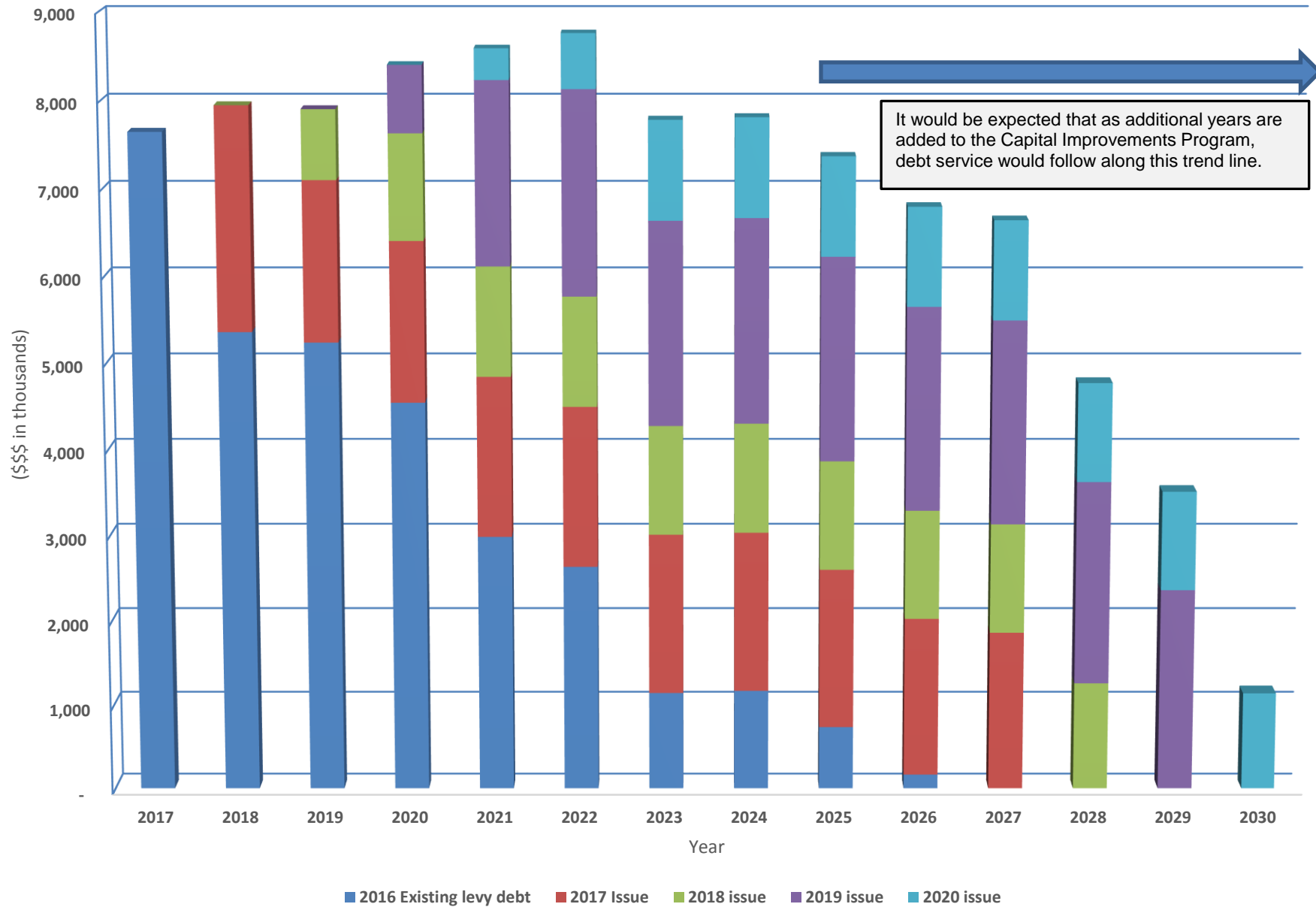
## Growth in Valuation Vs Growth in Debt Levy



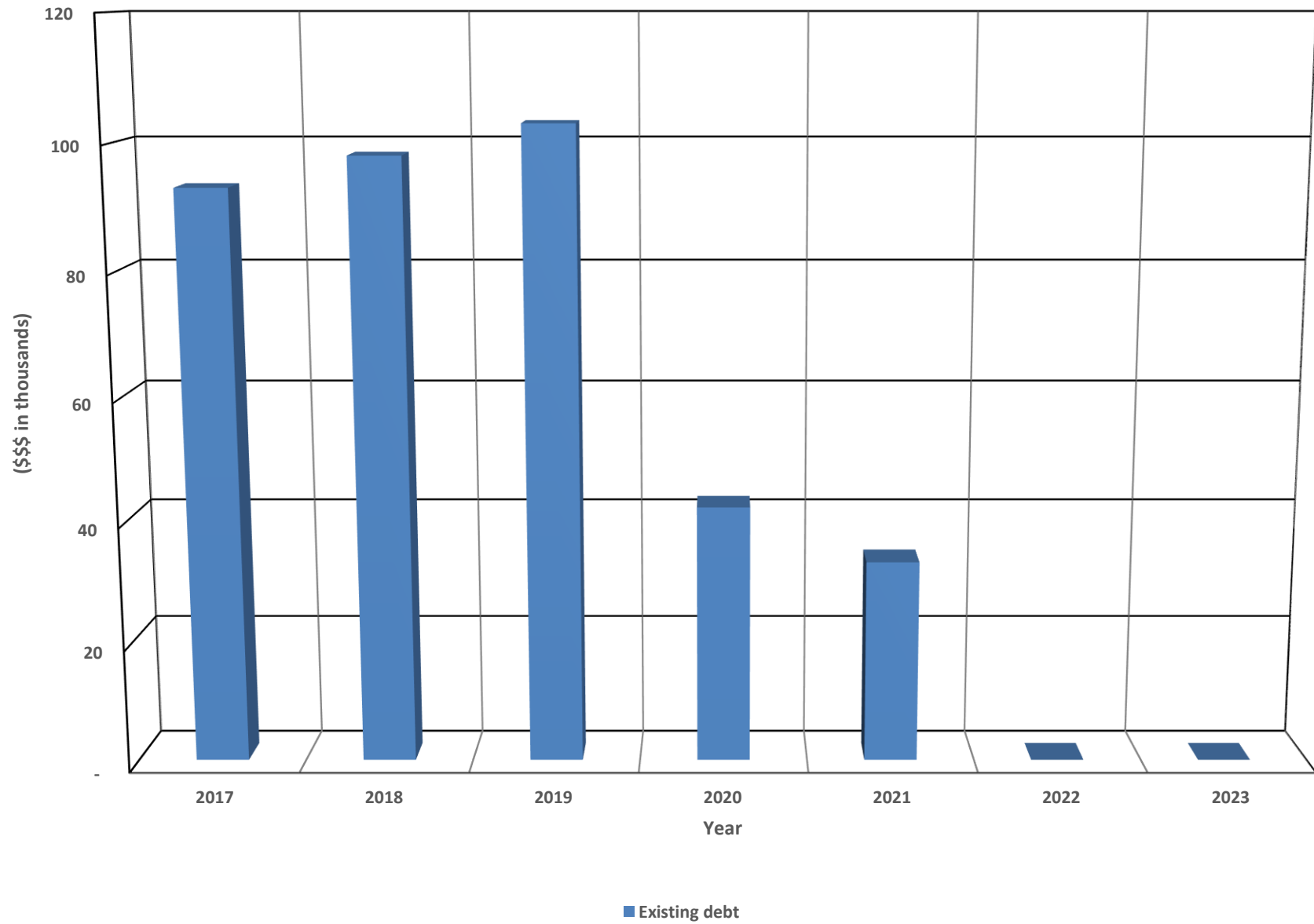
Note: This chart shows that debt service had dropped for several years. It will start to rise again in 2016 due to larger projects requiring borrowing. Note that debt service is going up at about the same rate as valuation growth. This keeps the debt service rate relatively stable.



## Levy Supported Debt Current and Future Payments



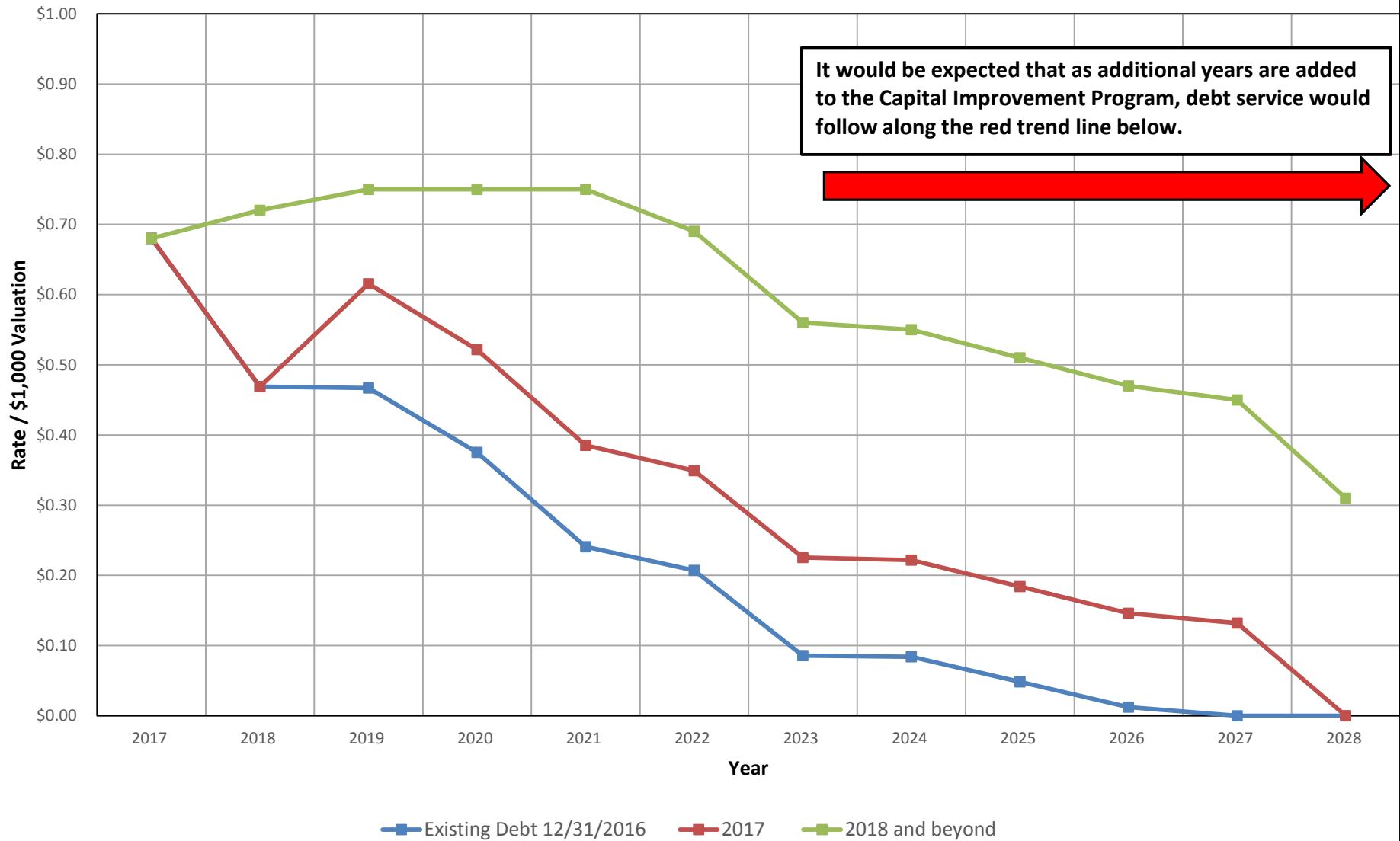
### Non-Levy Supported Debt Service



## Tax Rate Information - Historical



## Debt Service Tax Rate - Current & Future Years



## Levy Funded Debt

### Descriptions of Issues

Issue	Description
2009B Build America Bonds	This borrowing is for air conditioning the equipment room in the jail, various county road resurfacing projects, engineering costs for a satellite Highway facility in Winchester and HVAC and door replacement at the County Expo Center.
2010 B	This financing is for various projects including; demolition of old nursing home facilities, parking lot resurfacing, Info Sys Hub relocation, central dictation system, purchase and remodeling of the B'Gosh properties in downtown Oshkosh, new financial software, Fairview tower fiber installation, various road resurfacing projects, Expo Center air conditioning and UW Fox Valley parking lot resurfacing.
2010 C	This was a State Trust Fund loan we took out and "passed through" to the Winnebago County Housing Authority for remodeling of some low income housing units. They will be reimbursing us each year the amount that is due on this loan.
2010 D	This was a State Trust Fund loan we took out and "passed through" to the East Central Wisconsin Regional Planning Commission. They used these funds to refinance their past service pension liability. Each year they will be reimbursing us as we pay the principal and interest on this loan.
2011 A	This borrowing is for various projects including; Utility extension & infrastructure - NW Hanger development at our airport, computer aided dispatch and mobile data computer replacement, UW Fox Valley engineering building renovations, various road reconstruction and resurfacing projects, Sheriff Department radio system upgrade / replacement, airport runway resurfacing and land acquisition.
2012 A	This bond issue refunded our Series 2003 B and Series 2004 B. Both of these issues are described above.
2012 C	This bond issue will finance the following projects: facility tuck pointing, remainder of the financial software replacement, courthouse window replacement, demolition of old buildings, Sheriff radio system project, jail chiller upgrade, public safety answering point consolidation, various road resurface and reconstructions projects, tennis court rehabilitation project , UW Fox Valley engineering building remodeling, Airport runway broom and Park View storage and therapy addition.
2014 A	This bond issue will finance the following projects: parks road/lighting project , various facilities asphalt replacement, various road resurface and reconstructions projects.
2015 A	This bond issue will finance the following projects: road resurface and reconstruction, E911 hardware, and courthouse window replacement.
2016 A	This bond issue will finance the following projects: road resurface and reconstruction, roof replacement, card access system, department relocation, Airport terminal building and Airport snow removal equipment.

## Principal Payment Schedule - Levy Funded Debt

(In Thousands)

Year	2009 B	2010 B	2010 C	2010 D	2011A	2012 A	2012 C	2014 A	2015 A	2016 A	Total
2017	403	1,395	70	15	341	633	1,335	385	395	2,590	7,562
2018	418	1,425	73	15	355	679	1,365	400	400	135	5,265
2019	433	1,460	77	16	364	728	1,400	410	410	140	5,438
2020	-	1,500	81	17	378	105	1,435	425	415	145	4,501
2021	-	-	85	-	387	-	1,475	435	425	145	2,952
2022	-	-	90	-	-	-	1,515	440	435	150	2,630
2023	-	-	96	-	-	-	-	450	445	155	1,146
2024	-	-	99	-	-	-	-	460	455	155	1,169
2025	-	-	105	-	-	-	-	-	470	160	735
2026	-	-	-	-	-	-	-	-	-	165	165
<b>Totals</b>	<b>1,254</b>	<b>5,780</b>	<b>776</b>	<b>63</b>	<b>1,825</b>	<b>2,145</b>	<b>8,525</b>	<b>3,405</b>	<b>3,850</b>	<b>3,940</b>	<b>31,563</b>

## Interest Payment Schedule - Levy Funded Debt

(In Thousands)

Year	2009 B	2010 B	2010 C	2010 D	2011A	2012 A	2012 C	2014 A	2015 A	2016 A	Total
2017	30	102	41	3	39	32	157	71	73	42	590
2018	19	78	37	2	32	23	130	63	65	29	478
2019	6	50	33	2	24	10	103	55	57	27	367
2020	-	17	29	1	14	1	74	47	49	24	256
2021	-	-	25	-	5	-	45	38	40	21	174
2022	-	-	20	-	-	-	15	28	32	18	113
2023	-	-	16	-	-	-	-	17	23	14	70
2024	-	-	11	-	-	-	-	6	14	10	41
2025	-	-	5	-	-	-	-	-	5	6	16
2026	-	-	-	-	-	-	-	-	-	2	2
<b>Totals</b>	55	247	217	8	114	66	524	325	358	193	2,107

## Total Payment Schedule - Levy Funded Debt

(In Thousands)

Year	2009 B	2010 B	2010 C	2010 D	2011A	2012 A	2012 C	2014 A	2015 A	2016 A	Total
2017	433	1,497	111	18	380	665	1,492	456	468	2,632	8,152
2018	437	1,503	110	17	387	702	1,495	463	465	164	5,743
2019	439	1,510	110	18	388	738	1,503	465	467	167	5,805
2020		1,517	110	18	392	106	1,509	472	464	169	4,757
2021		-	110	-	392	-	1,520	473	465	166	3,126
2022		-	110	-	-	-	1,530	468	467	168	2,743
2023		-	112	-	-	-	-	467	468	169	1,216
2024		-	110	-	-	-	-	466	469	165	1,210
2025		-	110	-	-	-	-	-	475	166	751
2026		-	-	-	-	-	-	-		167	167
<b>Totals</b>	<b>1,309</b>	<b>6,027</b>	<b>993</b>	<b>71</b>	<b>1,939</b>	<b>2,211</b>	<b>9,049</b>	<b>3,730</b>	<b>4,208</b>	<b>4,133</b>	<b>33,670</b>



## Non Levy Funded Debt

### Descriptions of Issues

Issue	Description
2009B Build America Bonds	This borrowing is for engineering costs for a satellite Highway facility in Winchester.
2011 A	This borrowing is for the construction of a Highway Satellite shop in Winchester.
2012 A	This bond issue refunded our Series 2003 B and Series 2004 B. Both of these issues are described above.

**Principal Payment Schedule - Non Levy Funded Debt**  
**(In Thousands)**

<b>Year</b>	<b>2009 B</b>	<b>2011A</b>	<b>2012A</b>	<b>Total</b>
2017	2	29	62	93
2018	2	30	66	98
2019	1	31	71	103
2020	-	32	10	42
2021	-	33	-	33
<b>Totals</b>	<u>5</u>	<u>155</u>	<u>209</u>	<u>369</u>

**Interest Payment Schedule - Non Levy Funded Debt**  
**(In Thousands)**

<b>Year</b>	<b>2009 B</b>	<b>2011A</b>	<b>2012A</b>	<b>Total</b>
2017	-	3	3	6
2018	-	3	3	6
2019	-	2	1	3
2020	-	1	-	1
2021	-	-	-	-
<b>Totals</b>	<b>-</b>	<b>9</b>	<b>7</b>	<b>16</b>

**Total Payment Schedule - Non Levy Funded Debt**  
**(In Thousands)**

<b>Year</b>	<b>2009 B</b>	<b>2011A</b>	<b>2012A</b>	<b>Total</b>
2017	2	32	65	99
2018	2	33	69	104
2019	1	33	72	106
2020	-	33	10	43
2021	-	33	-	33
<b>Totals</b>	<b>5</b>	<b>164</b>	<b>216</b>	<b>385</b>

### Principal Payment Schedule - All Debt

(In Thousands)

Year	2009 B	2010 B	2010 C	2010 D	2011A	2012 A	2012 C	2014A	2015 A	2016 A	Total
2017	405	1,395	70	15	370	695	1,335	385	395	2,590	7,655
2018	420	1,425	73	15	385	745	1,365	400	400	135	5,363
2019	434	1,460	77	16	395	799	1,400	410	410	140	5,541
2020	-	1,500	81	17	410	115	1,435	425	415	145	4,543
2021	-	-	85	-	420	-	1,475	435	425	145	2,985
2022	-	-	90	-	-	-	1,515	440	435	150	2,630
2023	-	-	96	-	-	-	-	450	445	155	1,146
2024	-	-	99	-	-	-	-	460	455	155	1,169
2025	-	-	105	-	-	-	-	-	470	160	735
2026	-	-	-	-	-	-	-	-	-	165	165
<b>Totals</b>	<b>1,259</b>	<b>5,780</b>	<b>776</b>	<b>63</b>	<b>1,980</b>	<b>2,354</b>	<b>8,525</b>	<b>3,405</b>	<b>3,850</b>	<b>3,940</b>	<b>31,932</b>
Less 2017 principal retirement											(7,655)
Add 2017 new issue											13,472
Net outstanding projected 12/31/17											<b>37,749</b>

### Interest Payment Schedule - All Debt

(In Thousands)

Year	2009 B	2010 B	2010 C	2010 D	2011A	2012 A	2012 C	2014A	2015 A	2016 A	Total
2017	30	102	41	3	39	35	157	71	73	42	593
2018	19	78	37	2	32	26	130	63	65	29	481
2019	6	50	33	2	24	12	103	55	57	27	369
2020	-	17	29	1	14	2	74	47	49	24	257
2021	-	-	25	-	5	-	45	38	40	21	174
2022	-	-	20	-	-	-	15	28	32	18	113
2023	-	-	16	-	-	-	-	17	23	14	70
2024	-	-	11	-	-	-	-	6	14	10	41
2025	-	-	5	-	-	-	-	-	5	6	16
2026	-	-	-	-	-	-	-	-	-	2	2
<b>Totals</b>	55	247	217	8	114	75	524	325	358	193	2,116

### Total Payment Schedule - All Debt

(In Thousands)

Year	2009 B	2010 B	2010 C	2010 D	2011A	2012 A	2012 C	2014A	2015 A	2016 A	Total
2017	435	1,497	111	18	409	730	1,492	456	468	2,632	8,248
2018	439	1,503	110	17	417	771	1,495	463	465	164	5,844
2019	440	1,510	110	18	419	811	1,503	465	467	167	5,910
2020	-	1,517	110	18	424	117	1,509	472	464	169	4,800
2021	-	-	110	-	425	-	1,520	473	465	166	3,159
2022	-	-	110	-	-	-	1,530	468	467	168	2,743
2023	-	-	112	-	-	-	-	467	468	169	1,216
2024	-	-	110	-	-	-	-	466	469	165	1,210
2025	-	-	110	-	-	-	-	-	475	166	751
2026	-	-	-	-	-	-	-	-		167	167
<b>Totals</b>	<b>1,314</b>	<b>6,027</b>	<b>993</b>	<b>71</b>	<b>2,094</b>	<b>2,429</b>	<b>9,049</b>	<b>3,730</b>	<b>4,208</b>	<b>4,133</b>	<b>34,048</b>

**WINNEBAGO COUNTY, WISCONSIN**  
**INDEBTEDNESS LIMITATIONS (Dollars in thousands)**  
**DECEMBER 31, 2017 (Projected)**

**LEGAL DEBT LIMIT**

Chapter 67, section .03 of Wisconsin Statutes reads: The aggregate amount of indebtedness, including existing indebtedness of any municipality shall not exceed 5% of the value of the taxable property located therein as equalized for State purposes.

2016

For Winnebago County (includes TIF Districts)	\$ <u>12,321,415</u>
Debt Limit at 5%	616,071
Debt outstanding as of December 31, 2017 (projected)	37,749
Percent of debt limit used	<u>6.13%</u>
Remaining Debt Margin	\$ <u>578,322</u>

**INFORMATION ON COUNTY TAX RATE AND DEBT SERVICE RATE:**

		<u>TAX LEVY (in thousands)</u>		<u>TAX RATE</u>	
YEAR	EQUALIZED VALUE (000) (TID OUT)	TOTAL	DEBT SERVICE	TOTAL	DEBT SERVICE
2007	10,772,552	60,722	12,340	5.64	1.15
2008	11,163,115	63,878	12,745	5.72	1.14
2009	11,546,865	66,013	12,381	5.72	1.07
2010	11,617,689	67,791	12,069	5.84	1.04
2011	11,439,687	68,591	12,263	6.00	1.07
2012	11,452,052	67,745	11,596	5.92	1.01
2013	11,167,428	67,288	11,204	6.03	1.00
2014	11,252,938	64,786	6,801	5.76	0.60
2015	11,396,366	65,494	6,546	5.75	0.57
2016	11,583,546	65,063	7,904	5.62	0.68
2017	11,798,032	65,907	8,026	5.59	0.68



# **CAPITAL PROJECT FUNDS**

## **2017 BUDGET NARRATIVE**

### **HIGHLIGHTS**

Capital project funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities which are financed primarily through general obligation debt. There is no tax levy being requested to fund any capital project costs this year other than debt service.

Generally if there is any levy funding requested for capital projects, it would be included here. That could include small start up project costs or costs to fund furniture or other things the County would not desire to bond for. There is no funding being requested for any of these types of costs in this 2017 budget.

**WINNEBAGO COUNTY**  
**2017 BUDGET**  
**CAPITAL PROJECTS**  
*(See Note Below)*

Project	Project Balance 12/31/15	Fund Balance Applied 2016	External Funding 2016	Bonding 2016	Fund Balance Applied 2017	Bonding 2017 (Projected)	External funding 2017 (Projected)	Projected Spending 2016- 2017	Projected Fund Balance 12/31/17
<b>GOVERNMENTAL FUNDS:</b>									
<b>Existing Approved Projects:</b>									
Courthouse window replacement	149,669					733,000		(882,669)	-
Facility tuckpointing	64,754							(64,754)	-
Boiler replacement UW Fox Valley	240,000							(240,000)	-
Road & bridge projects	683,341							(683,341)	-
Roof replacement program	237,814			935,000		177,000		(1,349,814)	-
Courthouse deck and security addition	1,841,828							(1,841,828)	-
Community park road and lighting	520,571							(520,571)	-
Storm water mitigation project	2,576							(2,576)	-
Asphalt replacement parking lots	349,404					231,000		(580,404)	-
Computer aided dispatch	65,850							(65,850)	-
Department realocation project	-			700,000		4,146,000		(4,846,000)	-
<b>New projects approved during 2016:</b>									
Road and bridge projects				2,750,000		3,395,000	1,520,000	(7,665,000)	-
Building card access system				150,000				(150,000)	-
Mental health crisis CBRF facility						250,000		(250,000)	-
<b>New projects to be proposed for 2017:</b>									
Computerized maintenance software						150,000		(150,000)	-
Masonry repair program						110,000		(110,000)	-
Steam boiler replacement UW Fox						138,000	137,000	(275,000)	-
Jail lobby window replacement						125,000		(125,000)	-
<b>Governmental Fund Totals</b>	4,155,807	-	-	4,535,000	-	9,455,000	1,657,000	(19,802,807)	-
<b>PROPRIETARY FUNDS:</b>									
Taxiway B reconstruction	68,428						4,377,000	(4,445,428)	-
Snow removal equipment	-			590,000				(590,000)	-
Airport administration / terminal building				250,000		3,616,000		(3,866,000)	-

**WINNEBAGO COUNTY**  
**2017 BUDGET**  
**CAPITAL PROJECTS**  
*(See Note Below)*

Project	Project Balance 12/31/15	Fund Balance Applied 2016	External Funding 2016	Bonding 2016	Fund Balance Applied 2017	Bonding 2017 (Projected)	External funding 2017 (Projected)	Projected Spending 2016- 2017	Projected Fund Balance 12/31/17
Solid Waste - various projects		960,000			530,000			(1,490,000)	-
Aviation business taxiway						371,000		(371,000)	-
East gen aviation are hanger develop						160,000	640,000	(800,000)	-
Airpor hanger construction						75,000		(75,000)	-
<b>Debt Issue Costs - Projected</b>				65,000		65,000		(130,000)	-
<b>Totals</b>	<u>\$ 4,224,235</u>	<u>\$ 960,000</u>	<u>\$ -</u>	<u>\$ 5,440,000</u>	<u>\$ 530,000</u>	<u>\$ 13,742,000</u>	<u>\$ 6,674,000</u>	<u>\$ (31,570,235)</u>	<u>\$ -</u>
Less funds available in the capital project fund				<u>(1,500,000)</u>					
<b>Net Borrowing for 2016</b>				<u><u>\$ 3,940,000</u></u>					

**NOTE:**

The approval of the County's Annual budget is not an approval of any capital project or borrowing shown above. All Capital projects and borrowings are approved by separate resolution of the County Board apart from the annual budget process.

Note regarding Bonding 2017 (projected):

The projects listed for 2017 are projects contemplated for that year. As is the case in the past, many of them will not likely move forward until a later year.

**2016- 2020 ADOPTED CAPITAL IMPROVEMENTS PROGRAM**

**All (including Solid Waste)**

<b>Division</b>	<b>Dept</b>	<b>PROJECT DESCRIPTION</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>TOTAL (excluding prior yrs)</b>	<b>Outside Planning Horizon</b>
Adm	General	Asphalt replacement program		231,000	298,000	228,000	196,000	953,000	
Adm	General	Courthouse boiler replacement			120,000	55,000		175,000	
Adm	General	Computerized maintenance mgnt software		150,000				150,000	
Adm	General	Courthouse window replacement		733,000	457,000			1,190,000	
Adm	General	Courthouse elevator modernization			450,000	150,000		600,000	
Adm	General	Masonry repair program		110,000	110,000	110,000	110,000	440,000	
Adm	General	Roof replacement program	935,000	177,000	181,000	146,000	1,044,000	2,483,000	
Adm	General	Card access system upgrade	150,000					150,000	
Adm	General	Department relocation project	700,000	4,146,000	1,819,000			6,665,000	
<b>Administration Total</b>			<b>1,785,000</b>	<b>5,547,000</b>	<b>3,435,000</b>	<b>689,000</b>	<b>1,350,000</b>	<b>12,806,000</b>	<b>-</b>
Ed / Rec	Parks	Parking lot rehabilitation			764,000			764,000	
Ed / Rec	Parks	Expo Center improvements			15,000	474,000		489,000	
Ed / Rec	UW Fox	Steam boiler conversion		275,000				275,000	
Ed / Rec	UW Fox	Reconstruct South Parking Lot			1,000	14,000	179,000	194,000	
Ed / Rec	UW Fox	Food service and union facilities			42,000	403,000	5,222,000	5,667,000	
Ed / Rec	UW Fox	Enlarge music classroom				12,000	111,000	123,000	1,556,000
Ed / Rec	UW Fox	Enlarge student affairs service space				19,000	184,000	203,000	2,388,000

Division	Dept	PROJECT DESCRIPTION	2016	2017	2018	2019	2020	TOTAL (excluding prior yrs)	Outside Planning Horizon
Ed / Rec	UW Fox	Astronomical Observation Facility				143,000		143,000	
Ed / Rec	UW Fox	Medical science and anthropology lab			20,000	193,000	2,497,000	2,710,000	
Ed / Rec	UW Fox	Child Care Center Addition			43,000	551,000		594,000	
Ed / Rec	UW Fox	Outagamie County funding - all UW Fox projects		(137,000)	(59,000)	(668,000)	(4,096,000)	(4,960,000)	(1,972,000)
<b>Education &amp; Recreation Total</b>			-	138,000	826,000	1,141,000	4,097,000	6,202,000	1,972,000
HS	Human Srvc	Boiler replacement - Neenah bldg				10,000	150,000	160,000	
HS	Human Srvc	Human Services lobby areas security windows						-	
HS	Human Srvc	Mental Health Crisis Service Center and Community Based Residential Facility		250,000	1,373,000	1,372,000		2,995,000	
HS	Park View	Garage & storage building			255,000			255,000	
<b>Human Services Total</b>			-	250,000	1,628,000	1,382,000	150,000	3,410,000	-
Publ Safety	Sheriff	Jail lobby window replacement		125,000				125,000	
<b>Public Safety Total</b>			-	125,000	-	-	-	125,000	-
Trans	Airport	Administration / terminal building	250,000	3,616,000				3,866,000	
Trans	Airport	Snow removal equipment	590,000			700,000		1,290,000	
Trans	Airport	Aviation business park taxiway		371,000				371,000	
Trans	Airport	East general aviation area hanger development		800,000				800,000	
Trans	Airport	Funding offset		(640,000)				(640,000)	
Trans	Airport	Airport hanger construction		75,000	750,000			825,000	

Division	Dept	PROJECT DESCRIPTION	2016	2017	2018	2019	2020	TOTAL (excluding prior yrs)	Outside Planning Horizon
Trans	Airport	Taxiway A reconstruction			901,000	5,425,000	5,425,000	11,751,000	
Trans	Airport	Funding offset			(856,000)	(5,154,000)	(5,154,000)	(11,164,000)	
Trans	Airport	Taxiway B reconstruction		4,377,000				4,377,000	
Trans	Airport	Funding offset		(4,377,000)				(4,377,000)	
Trans	Highway	Butler Avenue		150,000	1,000,000	500,000		1,650,000	
Trans	Highway	CTH A from GG to Neenah		50,000	250,000	2,500,000		2,800,000	
Trans	Highway	CTH FF & Zoar Rd intersection		25,000	300,000			325,000	
Trans	Highway	CTH FF Bridge reconstruction - Fisk		75,000	465,000			540,000	
Trans	Highway	CTH G from T to STH 45			1,000,000			1,000,000	
Trans	Highway	CTH G from A to Woodenshoe Rd			500,000	3,850,000		4,350,000	
Trans	Highway	CTH I Box culvert - Waukau Ave		75,000	500,000			575,000	
Trans	Highway	CTH K from Claireville rd to Waukau			1,500,000			1,500,000	
Trans	Highway	CTH N from STH 26 to FF			1,750,000			1,750,000	
Trans	Highway	CTH T reconstruction		700,000	100,000	5,000,000		5,800,000	
Trans	Highway	Funding offset		(600,000)				(600,000)	
Trans	Highway	CTH Y From STH 76 to Interstate 41				250,000	2,050,000	2,300,000	

Division	Dept	PROJECT DESCRIPTION	2016	2017	2018	2019	2020	TOTAL (excluding prior yrs)	Outside Planning Horizon
Trans	Highway	CTH GG from T to CTH A		1,200,000				1,200,000	
Trans	Highway	Funding offset		(260,000)				(260,000)	
Trans	Highway	West side arterial roadway						-	14,000,000
Trans	Highway	CTH A Indianpoint Rd to GG		4,232,000				4,232,000	
Trans	Highway	Funding offset		(3,385,000)				(3,385,000)	
Trans	Highway	CTH CB & Oakridge intersection improvements		280,000				280,000	
Trans	Highway	Funding offset		(250,000)				(250,000)	
Trans	Highway	CTH G from CTH T to Woodenshoe Rd	850,000					850,000	
Trans	Highway	CTH G bridge reconstruction		563,000				563,000	
Trans	Highway	Funding offset		(410,000)				(410,000)	
Trans	Highway	CTH I from 35th St to Ripple Rd				1,400,000		1,400,000	
Trans	Highway	Funding offset				(1,000,000)		(1,000,000)	
Trans	Highway	CTH II from STH 76 to Irish Rd	300,000					300,000	
Trans	Highway	CTH M from USH 10 to NCLM&P	750,000					750,000	
Trans	Highway	CTH N culvert-bridge		400,000				400,000	
Trans	Highway	CTH GG from CTH T to Hwy 45	1,000,000					1,000,000	
Trans	Highway	Funding offset	(150,000)					(150,000)	

Division	Dept	PROJECT DESCRIPTION	2016	2017	2018	2019	2020	TOTAL (excluding prior yrs)	Outside Planning Horizon
Trans	Highway	Traffic signal replacements		300,000				300,000	
Trans	Highway	Waukau Ave from Poberezny Rd to airport		250,000				250,000	
<b>Transportation Total</b>			<b>3,590,000</b>	<b>7,617,000</b>	<b>8,160,000</b>	<b>13,471,000</b>	<b>2,321,000</b>	<b>35,159,000</b>	<b>14,000,000</b>
Planning / Environ	Solid Waste	Recycling Compactor Installation	250,000					250,000	
Planning / Environ	Solid Waste	MSW Compactor Installation	350,000					350,000	
Planning / Environ	Solid Waste	SCADA System Upgrade	100,000					100,000	
Planning / Environ	Solid Waste	Replacement Boiler System	110,000					110,000	
Planning / Environ	Solid Waste	Landfill Convenience Area Paving	150,000					150,000	
Planning / Environ	Solid Waste	Landfill/Transfer Station Office Renovations		150,000				150,000	
Planning / Environ	Solid Waste	Transfer Station Scale Replacement		150,000				150,000	
Planning / Environ	Solid Waste	Front End Loader Replacement		230,000				230,000	
Planning / Environ	Solid Waste	Front End Loader Replacement			230,000			230,000	
Planning / Environ	Solid Waste	Engine Generator #1 Rebuild			250,000			250,000	
Planning / Environ	Solid Waste	Engine Generator #2 Rebuild				250,000		250,000	
Planning / Environ	Solid Waste	Solid Waste Fund Bal applied	(960,000)	(530,000)	(480,000)	(250,000)		(2,220,000)	
<b>Planning / Environment Total</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Grand Total</b>			<b>5,375,000</b>	<b>13,677,000</b>	<b>14,049,000</b>	<b>16,683,000</b>	<b>7,918,000</b>	<b>57,702,000</b>	<b>15,972,000</b>
		Debt issue costs	65,000	65,000	65,000	65,000	65,000	325,000	



Division	Dept	PROJECT DESCRIPTION	2016	2017	2018	2019	2020	TOTAL (excluding prior yrs)	Outside Planning Horizon
		Totals	5,440,000	13,742,000	14,114,000	16,748,000	7,983,000	58,027,000	15,972,000
		Funds available in capital projects fund	(1,500,000)					(1,500,000)	
		Defer borrowing							
		<b>Net borrowing by year</b>	<b>3,940,000</b>	<b>13,742,000</b>	<b>14,114,000</b>	<b>16,748,000</b>	<b>7,983,000</b>	<b>56,527,000</b>	

**WINNEBAGO COUNTY, WISCONSIN**  
**DEMOGRAPHIC AND ECONOMIC STATISTICS**

**Last Ten Fiscal Years**

<b>Fiscal Year</b>	<b>Population (1)</b>	<b>Per Capita Income (2)</b>	<b>Median Age (3)</b>	<b>Public School Enrollment (4)</b>	<b>Unemployment Rate (5)</b>
2006	163,867	33,874	37.1 yrs.	22,810	4.5%
2007	164,703	36,600	37.3 yrs.	22,809	4.4%
2008	165,358	37,139	37.6 yrs.	23,223	4.3%
2009	165,864	35,300	37.9 yrs.	22,584	7.8%
2010	166,994	36,034	38.4 yrs.	23,037	7.4%
2011	167,245	38,444	37.7 yrs.	23,014	6.7%
2012	168,794	40,569	38.0 yrs.	22,854	6.3%
2013	167,862	41,008	37.5 yrs.	22,779	6.2%
2014	168,216	40,498	(6)	22,616	5.3%
2015	168,526	(6)	(6)	22,424	4.3%

(1) - Source: State of Wisconsin, Department of Administration - Bureau of Program Management, Demographic Services Center.

(2) - Source: Wisconsin Department of Workforce Development.

(3) - Source: Wisconsin Department of Workforce Development.

(4) - Source: Local School Districts.

(5) - Source: United States Department of Labor, Bureau of Labor Statistics.

(6) - Per capita income and median age statistics are not yet available from the U.S. Department of Commerce and the State of Wisconsin, Department of Development.

# SOLID WASTE

## Solid Waste Fund: 520 2017 BUDGET NARRATIVE

DEPARTMENT HEAD: John M. Rabe, P.E.  
LOCATION: Winnebago County  
100 W. County Road Y  
Oshkosh, WI 54901

Telephone: 232-1850

### MISSION STATEMENT:

Provide competitive, cost-efficient Solid Waste Management systems for processing solid waste and recyclables from our Municipal partnerships and other Winnebago County customers. The Solid Waste Management Board owns and operates the Winnebago County Solid Waste/Recycling Transfer Facility, Sunnyview Landfill Co-Disposal and Sludge Sites (closed), Snell Road Landfill (closed), Household Hazardous Material (HHM) Facility and Landfill Gas Collection/Utilization Facilities. The Solid Waste Management Board also co-owns/operates the Tri-County Single Stream Recycling Facility along with partner Counties, Outagamie and Brown.

### PROGRAM DESCRIPTIONS:

**SOLID WASTE TRANSFER AND DISPOSAL** – As part of the Tri-County Regional Program (Brown, Outagamie and Winnebago Counties), the Sunnyview Landfill reached capacity and solid waste disposal operations ended in July 2012. Winnebago County continues full-scale operation of a solid waste transfer facility and hauling to the Outagamie County Landfill for disposal. Continue operation of programs for recycling of construction & demolition wastes, residential asphalt shingles and yard waste/organics.

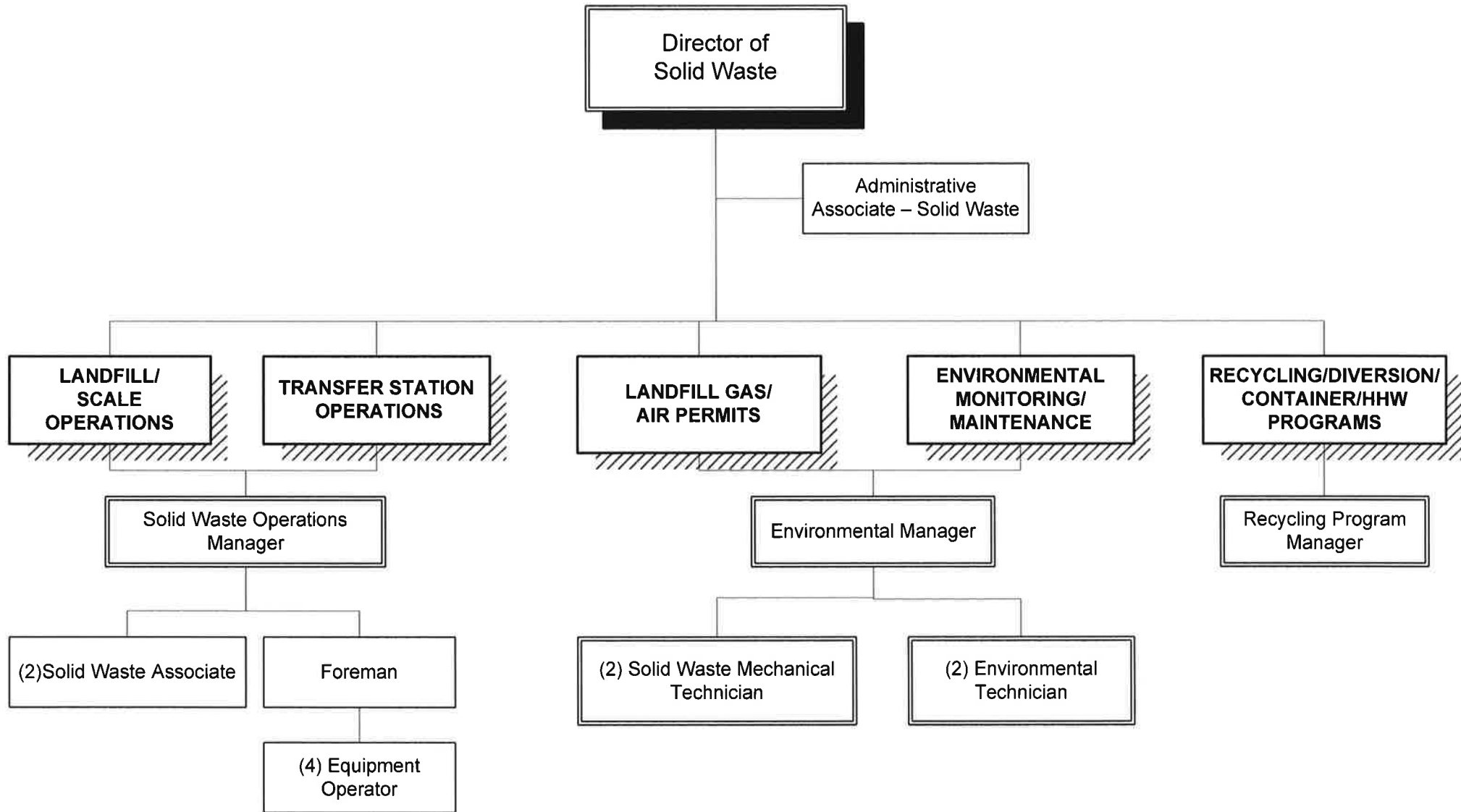
**CLOSED LANDFILL ENVIRONMENTAL MONITORING/MAINTENANCE** – Performs the necessary environmental monitoring and maintenance activities at the closed Snell Road Landfill and the closed Sunnyview Landfill Co-Disposal and Sludge Sites to maintain WDNR compliance.

**LANDFILL GAS COLLECTION AND UTILIZATION** – Landfill gas (by-product of solid waste decomposition containing 50% methane) from the Sunnyview Landfill Co-Disposal Site (closed) is collected for beneficial utilization. Landfill gas is converted to electrical energy in five (5) engine/generators and the electric power and environmental credits are sold to a local utility. Landfill gas is also directly utilized in two boilers at the Winnebago County Highway Department. Waste heat from two (2) engine/generators is utilized for heating and cooling at the Winnebago County Sheriff's Office/Law Enforcement Center. Landfill gas from the Snell Road Landfill (closed) is collected and burned in a candlestick flare.

**RECYCLING TRANSFER/PROCESSING FACILITY** – As part of the Tri-County Regional Program (Brown, Outagamie and Winnebago Counties), provides transportation and off-site processing of recyclable materials (paper and commingled containers) for residential and commercial customers in Winnebago County. Also provides drop-off collection opportunities and off-site processing for household/agricultural hazardous materials and electronics/bulbs for Winnebago County residents.

**CONTAINER RENTAL AND LEASE PROGRAM** – Begin the phased elimination of the short-term/long-term container rental programs (2016/2017) as well as County Department long-term container rental program (2017). Container lease program will continue until the current customer lease agreements expire.

# SOLID WASTE



# **SOLID WASTE**

## **Solid Waste Fund: 520 2017 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** John M. Rabe, P.E.  
**LOCATION:** Winnebago County  
100 W. County Road Y  
Oshkosh, WI 54901

**Telephone:** 232-1850

### **2016 ACCOMPLISHMENTS:**

1. Operated an industrial landfill (Sludge Site) providing disposal opportunities for local papermill sludge and other industrial waste customers (site will be full/closed in October 2016)
2. Operated a solid waste transfer facility accepting waste materials from local customers and loading/hauling to the Outagamie County Landfill for disposal.
3. Operated a single stream recycling transfer facility accepting recyclable materials from local customers and loading/hauling to the Tri-County Recycling Center (Outagamie County) for processing.
4. Installed two (2) solid waste compactors and one (1) single stream recycling compactor in the transfer facility to improve operational efficiency and reduce overall transportation costs.
5. Assisted Tri-County Recycling Facility (Outagamie County) with operations, education (Tri-County Recycling Guide) and special projects as needed.
6. Performed WDNR required closed landfill environmental monitoring and maintenance activities at the Snell Road Landfill and Sunnyview Landfill Co-Disposal Site.
7. Distributed surplus recycling revenues to our 16 signing municipalities to help offset costs for collection services.
8. Operated landfill gas collection and utilization systems at the Sunnyview and Snell Road Landfills. Landfill gas collected from the Sunnyview Landfill is burned in five (5) engine/generators to generate electricity which is sold to a local utility (revenues expected to meet/exceed budget of \$2,600,000), directly used in boilers at the Highway Department to offset heating costs and the excess is burned in a candlestick flare. Waste heat from two (2) engine/generators is used for heating and cooling at the Sheriff's Office/Law Enforcement Center to reduce utility costs. Landfill gas collected from the Snell Road Landfill is burned in a candlestick flare.
9. Upgraded the SCADA data collection system to optimize landfill gas operations and maintain WDNR air permit compliance.
10. Operated a seasonal household hazardous waste collection facility (staffed by Brown County personnel) to provide environmentally safe disposal options for Winnebago County customers. Coordinated clean sweep events for residents, farmers and qualifying businesses.
11. Operated electronic waste and bulb recycling programs for Winnebago County residents.
12. Assisted with pharmaceutical sorts and disposal of materials collected at drug drop boxes located at the City of Oshkosh, City of Neenah, Town of Menasha and the City of Menasha.

13. Operated cost-efficient container rental and lease program for management of solid waste and recyclable materials. Began phased elimination of program in late-2016.
14. Expanded operations of construction & demolition waste and residential asphalt shingle recycling programs with our Tri-County Regional Program partners.
15. Expanded partnership with UW-Oshkosh for beneficial reuse of yard waste/organics as a feedstock for their Anaerobic Digester.
16. Managed the Winnebago County Solid Waste Facebook page for information sharing and sales/marketing purposes.
17. Continued participation in the Diversion Technology Committee as part of the Tri-County Regional Program Strategic Waste Resource Management Plan.
18. Continued closed landfill future end use planning for the Snell Road and Sunnyview Landfill facilities.
19. Began evaluation of Winnebago County solid waste disposal options beyond the 25-year Tri-County Solid Waste Agreement.
20. Completed boiler system replacement project at the Landfill Administrative Office.
21. Completed concrete tipping floor repairs/replacement at the solid waste transfer facility.
22. Completed office space/needs evaluation for Department operations.
23. Continue closed site leachate recirculation operations at the Sunnyview Landfill Co-Disposal Site to maintain landfill gas generation/collection rates and maximize electric power generation revenues.
24. Created a Resolution naming the future Snell Road Landfill Conservation Park after long-time Solid Waste Management Board member Ken Robl.

#### **2017 GOALS & OBJECTIVES:**

1. Continued operation of the solid waste transfer facility, single stream recycling transfer facility, household hazardous waste facility and various other recycling programs. Continue with phased elimination of container rental & lease program.
2. Work with Human Resources to hire an Environmental Manager and Environmental Technician in accordance with the 2017 Table of Organization.
3. Complete final cover construction over approx. 12 acres of the industrial landfill disposal facility (Sludge Site).
4. Complete phased construction of landfill convenience area improvements for our customers.
5. Complete transfer station modifications to improve safety of our operations.
6. Continue operation of landfill gas collection/utilization systems to generate revenues (to offset expenses) while maintaining WDNR air permit compliance.
7. Continue performance of closed landfill environmental monitoring and maintenance activities.
8. Expand construction & demolition material and residential asphalt shingle recycling programs.
9. Continue evaluation of yard waste/organics recycling programs and determine the most cost-efficient option for possible implementation.
10. Continue evaluation of solid waste disposal options beyond the 25-year Tri-County Solid Waste Agreement to provide long-term capacity for our municipalities/users
11. Continue closed site leachate recirculation operations at the Sunnyview Landfill Co-Disposal Site to maintain landfill gas generation/collection rates and maximize electric power generation revenues.
12. Complete Landfill Administrative Office building renovation.
13. Continue closed landfill future end use planning and development for the Snell Road landfill (Ken Robl Conservation Park) and Sunnyview Landfill facilities.

# SOLID WASTE

## 2017 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Full Time	24	23	23	22	21	17	16	14	14	14	16
PartTime	2	2	2	1	1	1	0	0	0	0	0
Total	26	25	25	23	22	18	16	14	14	14	16

**DEPARTMENT SUMMARY:** The Solid Waste Department operates as a proprietary-type activity (enterprise fund) and as such does not have a direct effect on the tax levy. The department charges user (tipping) fees, which supports all operations. The 2017 net surplus is budgeted at \$137,877, with a \$1.00/ton increase to the solid waste tipping fee and no increase to the recycling tipping fee. Since 2007, the County has not levied \$47,500 to support the Household Hazardous Material facility operation.

### SIGNIFICANT CHANGES:

#### Revenues:

Rental Revenues – Decrease of \$235,000 due to a phased elimination of the container rental & lease program.

Other Fees – Increase of \$179,950 due to recycling compactor and hauling cost reimbursements from the Tri-County Recycling Program.

Interest Investments – Increase of \$138,000 due to higher projected interest rates provided by the Finance Department.

#### Expenses:

Fringe Benefits – Increase of \$28,700 based on costs provided by Human Resources.

Buildings (Capital Outlay) – Increase of \$100,000 based on current planned capital outlay purchases.

Improvements (Capital Outlay) – Increase of \$1,470,000 based on current planned capital outlay purchases.

Equipment (Capital Outlay) – Increase of \$550,000 based on current planned capital outlay purchases.

Advertising – Decrease of \$33,000 due to the phased elimination of container rental & lease program.

Small Equipment – Decrease of \$77,900 due to the phased elimination of the container lease program.

Motor Fuel – Decrease of \$8,000 to bring in line with current usage and market rates.

Operating Licenses Fees – Decrease of \$24,950 resulting from the closure of the Sludge Site.

State Special Charges – Decrease of \$12,000 resulting from the closure of the Sludge Site.

Other Supplies and Expense – Decrease of \$5,000 due to the Bioxide amount needed to pretreat landfill leachate prior to discharge to City of Oshkosh sanitary sewer system.

Lubricants – Decrease of \$58,500 due to a reduction in usage for Landfill Gas system equipment.

Tires Batteries – Decrease of \$20,000 to bring in line with current planned expenses.

Water and Sewer – Increase of \$33,050 due to an increase in City of Oshkosh stormwater management and sanitary sewer charges.

Grounds Maintenance – Increase of \$38,000 based on planned landfill long-term care/maintenance costs to maintain WDNR compliance.

Building Repairs – Increase of \$21,250 based on planned repairs to landfill/transfer station facilities.

Management Services – Decrease of \$122,500 due to the phased elimination of the container rental & lease program.

Regional Fees – Increase of \$300,000 based on the planned solid waste tonnages delivered to the Tri-County Regional Program.

Prop Liab Insurance (Interfund) – Decrease of \$4,126 based on estimated insurance costs provided by the Finance Department.

Depreciation Expense – Decrease of \$152,456 based on estimates provided by the Finance Department.

Debt Interest Payments – Decrease of \$11,000 due to a reduction in debt service payments made to Outagamie County for the Tri-County Single Stream Recycling Facility.



# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 520 - Solid Waste</b>									
<b>Revenue</b>									
<b>Intergov Rev:</b>									
Agri Trade Consumer Protection	42004	5,300	3,375	45,390	36,000	0	0	0	-100.00%
<b>Intergov Rev Subtotal:</b>		<b>5,300</b>	<b>3,375</b>	<b>45,390</b>	<b>36,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.00%</b>
<b>Public Services:</b>									
Rental Revenues	45011	296,582	313,473	271,434	290,000	55,000	55,000	55,000	-81.03%
Power Sales	45029	3,122,991	3,027,263	3,110,668	2,600,000	2,600,000	2,600,000	2,600,000	0.00%
Donations	45034	0	0	0	25	25	25	25	0.00%
Refunds Public	45040	(63)	0	0	0	0	0	0	0.00%
Landfill Fees	45051	5,103,210	5,140,065	5,435,091	4,934,100	5,072,350	5,072,350	5,072,350	2.80%
Other Public Charges	45057	4,046	350	175	350	350	350	350	0.00%
<b>Public Services Subtotal:</b>		<b>8,526,766</b>	<b>8,481,151</b>	<b>8,817,368</b>	<b>7,824,475</b>	<b>7,727,725</b>	<b>7,727,725</b>	<b>7,727,725</b>	<b>-1.24%</b>
<b>Intergov Services:</b>									
Other Fees	43001	1,577,445	623,765	341,164	170,100	350,050	350,050	350,050	105.79%
Landfill Fees	43010	58,219	61,740	56,463	60,500	63,000	63,000	63,000	4.13%
Refunds Municipal	43015	(45,313)	(77,384)	(143,446)	0	0	0	0	0.00%
<b>Intergov Services Subtotal:</b>		<b>1,590,352</b>	<b>608,122</b>	<b>254,181</b>	<b>230,600</b>	<b>413,050</b>	<b>413,050</b>	<b>413,050</b>	<b>79.12%</b>
<b>Interfund Revenue:</b>									
Rental Revenue	65011	9,348	9,348	62,919	50,000	60,000	60,000	60,000	20.00%
Landfill Fees	65051	10,475	25,070	11,251	10,000	10,000	10,000	10,000	0.00%
Other Department Charges	65081	90,698	90,936	90,612	90,000	90,000	90,000	90,000	0.00%
<b>Interfund Revenue Subtotal:</b>		<b>110,521</b>	<b>125,355</b>	<b>164,782</b>	<b>150,000</b>	<b>160,000</b>	<b>160,000</b>	<b>160,000</b>	<b>6.67%</b>
<b>Total Operating Revenue:</b>		<b>10,232,938</b>	<b>9,218,002</b>	<b>9,281,722</b>	<b>8,241,075</b>	<b>8,300,775</b>	<b>8,300,775</b>	<b>8,300,775</b>	<b>0.72%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 520 - Solid Waste</b>									
<b>Interest:</b>									
Interest Investments	48000	475,838	388,547	358,163	385,000	523,000	523,000	523,000	35.84%
Investment Mark to Market	48002	(629,254)	162,942	47,111	0	0	0	0	0.00%
<b>Interest Subtotal:</b>		<b>(153,416)</b>	<b>551,490</b>	<b>405,274</b>	<b>385,000</b>	<b>523,000</b>	<b>523,000</b>	<b>523,000</b>	<b>35.84%</b>
<b>Misc Revenues:</b>									
Rental Equipment	48101	16,275	11,480	0	5,000	5,000	5,000	5,000	0.00%
Sale of Scrap	48106	58,753	52,159	12,182	18,000	17,000	17,000	17,000	-5.56%
Other Miscellaneous Revenues	48109	18,331	95	75,575	100	100	100	100	0.00%
<b>Misc Revenues Subtotal:</b>		<b>93,359</b>	<b>63,734</b>	<b>87,757</b>	<b>23,100</b>	<b>22,100</b>	<b>22,100</b>	<b>22,100</b>	<b>-4.33%</b>
<b>Other Financing Srcs:</b>									
Gain Sale of Assets	49000	0	120,443	0	0	0	0	0	0.00%
<b>Other Financing Srcs Subtotal:</b>		<b>0</b>	<b>120,443</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Non-Operating Revenue:</b>		<b>(60,058)</b>	<b>735,667</b>	<b>493,031</b>	<b>408,100</b>	<b>545,100</b>	<b>545,100</b>	<b>545,100</b>	<b>33.57%</b>
<b>Revenue Total:</b>		<b>10,172,880</b>	<b>9,953,668</b>	<b>9,774,753</b>	<b>8,649,175</b>	<b>8,845,875</b>	<b>8,845,875</b>	<b>8,845,875</b>	<b>2.27%</b>
<b>Expense</b>									
<b>Wages:</b>									
Regular Pay	51100	659,775	713,269	733,370	822,008	852,078	852,078	852,078	3.66%
Temporary Employees	51101	3,372	4,014	8,241	10,000	10,500	10,500	10,500	5.00%
Elected Officials	51103	8,778	8,195	8,888	7,300	7,500	7,500	7,500	2.74%
Overtime	51105	65,356	47,521	50,144	54,871	56,014	56,014	56,014	2.08%
Comp Time	51108	90	685	164	0	0	0	0	0.00%
Wages Allocated	51199	12,391	0	0	0	0	0	0	0.00%
<b>Wages Subtotal:</b>		<b>749,762</b>	<b>773,684</b>	<b>800,807</b>	<b>894,179</b>	<b>926,092</b>	<b>926,092</b>	<b>926,092</b>	<b>3.57%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 520 - Solid Waste</b>									
<b>Fringes Benefits:</b>									
FICA Medicare	51200	54,909	57,030	58,865	67,846	70,270	70,270	70,270	3.57%
Health Insurance	51201	157,702	173,251	186,884	226,915	245,020	245,020	245,020	7.98%
Dental Insurance	51202	7,637	11,197	11,220	13,394	13,399	13,399	13,399	0.04%
Workers Compensation	51203	15,973	4,919	6,689	5,325	9,449	9,449	9,449	77.45%
Unemployment Comp	51204	9,438	0	0	0	0	0	0	0.00%
Compensated Absences Expense	51205	(9,466)	7,819	(29,737)	0	0	0	0	0.00%
WI Retirement	51206	49,770	53,406	41,550	57,875	61,750	61,750	61,750	6.70%
Fringe Benefits Other	51207	2,540	3,595	4,752	4,603	4,770	4,770	4,770	3.63%
Fringes Allocated	51299	0	0	0	0	0	0	0	0.00%
<b>Fringes Benefits Subtotal:</b>		<b>288,503</b>	<b>311,216</b>	<b>280,223</b>	<b>375,958</b>	<b>404,658</b>	<b>404,658</b>	<b>404,658</b>	<b>7.63%</b>
<b>Total Labor:</b>									
		<b>1,038,265</b>	<b>1,084,899</b>	<b>1,081,031</b>	<b>1,270,137</b>	<b>1,330,750</b>	<b>1,330,750</b>	<b>1,330,750</b>	<b>4.77%</b>
<b>Travel:</b>									
Registration Tuition	52001	3,869	3,531	3,499	4,835	3,510	3,510	3,510	-27.40%
Automobile Allowance	52002	4,392	4,241	6,253	5,545	4,200	4,200	4,200	-24.26%
Commercial Travel	52004	0	0	475	600	600	600	600	0.00%
Meals	52005	202	477	398	955	645	645	645	-32.46%
Lodging	52006	560	770	1,126	2,120	1,730	1,730	1,730	-18.40%
Other Travel Exp	52007	22	22	79	20	150	150	150	650.00%
Taxable Meals	52008	330	576	639	200	100	100	100	-50.00%
<b>Travel Subtotal:</b>		<b>9,375</b>	<b>9,616</b>	<b>12,468</b>	<b>14,275</b>	<b>10,935</b>	<b>10,935</b>	<b>10,935</b>	<b>-23.40%</b>
<b>Total Travel:</b>									
		<b>9,375</b>	<b>9,616</b>	<b>12,468</b>	<b>14,275</b>	<b>10,935</b>	<b>10,935</b>	<b>10,935</b>	<b>-23.40%</b>
<b>Capital Outlay:</b>									
Buildings	58001	0	0	0	50,000	150,000	150,000	150,000	200.00%
Improvements	58002	0	93,299	638,597	150,000	1,620,000	1,620,000	1,620,000	980.00%
Equipment	58004	10,889	412,152	810,590	140,000	690,000	690,000	690,000	392.86%
<b>Capital Outlay Subtotal:</b>		<b>10,889</b>	<b>505,450</b>	<b>1,449,187</b>	<b>340,000</b>	<b>2,460,000</b>	<b>2,460,000</b>	<b>2,460,000</b>	<b>623.53%</b>
<b>Total Capital:</b>									
		<b>10,889</b>	<b>505,450</b>	<b>1,449,187</b>	<b>340,000</b>	<b>2,460,000</b>	<b>2,460,000</b>	<b>2,460,000</b>	<b>623.53%</b>

# **Winnebago County** **Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 520 - Solid Waste</b>									
<b>Office:</b>									
Office Supplies	53000	5,951	3,571	4,941	5,300	5,100	5,100	5,100	-3.77%
Printing Supplies	53002	2,009	583	1,161	1,100	1,000	1,000	1,000	-9.09%
Print Duplicate	53003	315	6,905	5,075	6,600	6,300	6,300	6,300	-4.55%
Postage and Box Rent	53004	2,404	3,939	2,357	2,350	2,100	2,100	2,100	-10.64%
Computer Software	53006	0	575	553	575	600	600	600	4.35%
Telephone	53008	9,450	10,150	13,905	14,000	13,600	13,600	13,600	-2.86%
Telephone Supplies	53009	0	153	0	0	0	0	0	0.00%
Telephone Comm Lines	53010	0	0	0	0	0	0	0	0.00%
Long Distance	53011	0	57	0	0	0	0	0	0.00%
Wireless	53012	1,694	1,047	0	0	0	0	0	0.00%
Pagers	53013	180	120	0	0	0	0	0	0.00%
Voice and Data Cabling	53014	0	0	565	0	0	0	0	0.00%
<b>Office Subtotal:</b>		<b>22,003</b>	<b>27,101</b>	<b>28,557</b>	<b>29,925</b>	<b>28,700</b>	<b>28,700</b>	<b>28,700</b>	<b>-4.09%</b>
<b>Operating:</b>									
Advertising	53500	54,666	48,059	50,723	48,200	15,200	15,200	15,200	-68.46%
Subscriptions	53501	528	477	559	800	800	800	800	0.00%
Membership Dues	53502	1,774	445	611	1,000	1,000	1,000	1,000	0.00%
Publish Legal Notices	53503	192	241	527	600	725	725	725	20.83%
Household Supplies	53516	1,386	631	414	550	550	550	550	0.00%
Uniforms Tools Allowance	53517	461	230	80	300	300	300	300	0.00%
Food	53520	74	126	61	250	250	250	250	0.00%
Small Equipment	53522	75,411	94,877	103,350	88,800	10,900	10,900	10,900	-87.73%
Shop Supplies	53523	22,822	17,829	15,966	15,250	16,100	16,100	16,100	5.57%
Medical Supplies	53524	429	721	810	750	750	750	750	0.00%
Other Operating Supplies	53533	665	27	0	0	0	0	0	0.00%
Motor Fuel	53548	48,042	45,667	14,765	52,000	44,000	44,000	44,000	-15.38%
Equipment Rental	53551	3,269	1,686	7,452	5,000	3,000	3,000	3,000	-40.00%
Operating Licenses Fees	53553	22,292	39,242	44,743	59,100	34,150	34,150	34,150	-42.22%
Bad Debts Expense	53561	(6,237)	1,316	10,827	0	0	0	0	0.00%
State Special Charges	53563	3,352	12,091	12,431	12,000	0	0	0	-100.00%
Other Miscellaneous	53568	(2,743)	299	889	100	100	100	100	0.00%
Print Duplicate	73003	3,546	3,447	3,239	3,720	3,500	3,500	3,500	-5.91%
Postage and Box Rent	73004	2,350	2,306	2,070	2,120	2,000	2,000	2,000	-5.66%
Motor Fuel	73548	10,487	9,882	7,538	12,000	12,000	12,000	12,000	0.00%
<b>Operating Subtotal:</b>		<b>242,765</b>	<b>279,601</b>	<b>277,055</b>	<b>302,540</b>	<b>145,325</b>	<b>145,325</b>	<b>145,325</b>	<b>-51.97%</b>

# **Winnebago County Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 520 - Solid Waste</b>									
<b>Repairs &amp; Maint:</b>									
Crushed Stone	54000	3,083	6,172	4,139	7,000	6,500	6,500	6,500	-7.14%
Calcium Chloride	54003	0	537	0	0	0	0	0	0.00%
Other Supplies and Expense	54004	0	0	0	10,000	5,000	5,000	5,000	-50.00%
Electrical Products	54010	0	227	1,727	15	15	15	15	0.00%
Other Elect Products	54012	1,114	270	2,775	0	0	0	0	0.00%
Other Plumbing Prod.	54014	0	26	551	0	0	0	0	0.00%
Lubricants	54016	228,762	204,702	155,125	191,000	132,500	132,500	132,500	-30.63%
Machine Equip Parts	54017	350,063	540,180	284,498	305,000	302,500	302,500	302,500	-0.82%
Tires Batteries	54018	21,300	28,458	24,473	25,000	5,000	5,000	5,000	-80.00%
Road Maintenance Materials	54019	0	0	210	500	500	500	500	0.00%
Maintenance Buildings	54020	782	641	856	1,500	1,500	1,500	1,500	0.00%
Maintenance Grounds	54021	3,310	2,085	3,858	3,750	3,750	3,750	3,750	0.00%
Maintenance Equipment	54022	2,306	8,112	2,231	4,650	4,650	4,650	4,650	0.00%
Maintenance Vehicles	54023	122	347	104	0	0	0	0	0.00%
Repair Maintenance Supplies	54024	13,944	71,790	70,739	35,400	35,700	35,700	35,700	0.85%
Consumable Tools	54026	347	815	36	150	150	150	150	0.00%
Sign Parts Supplies	54027	290	905	748	250	250	250	250	0.00%
Other Maint Supplies	54028	3,735	6,157	4,683	6,500	6,500	6,500	6,500	0.00%
Equipment Repairs	54029	187,137	325,392	161,358	171,000	170,500	170,500	170,500	-0.29%
Machine Equip Parts	74017	30	131	0	0	0	0	0	0.00%
Labor-Ldfl from Hwy	74018	826	174	1,351	1,000	1,000	1,000	1,000	0.00%
Machinery-Ldfl from Hwy	74019	1,274	5,218	176	100	100	100	100	0.00%
Maintenance Buildings	74020	7,000	7,020	9,420	10,000	10,000	10,000	10,000	0.00%
Maintenance Grounds	74021	4,434	6,230	2,432	4,150	3,750	3,750	3,750	-9.64%
Equipment Repairs	74029	792	825	806	765	800	800	800	4.58%
<b>Repairs &amp; Maint Subtotal:</b>		<b>830,651</b>	<b>1,216,413</b>	<b>732,296</b>	<b>777,730</b>	<b>690,665</b>	<b>690,665</b>	<b>690,665</b>	<b>-11.19%</b>
<b>Utilities:</b>									
Heat	54700	10,460	13,265	7,876	15,000	15,000	15,000	15,000	0.00%
Power and Light	54701	165,159	154,368	146,824	152,500	152,500	152,500	152,500	0.00%
Water and Sewer	54702	260,019	274,638	270,575	289,100	322,150	322,150	322,150	11.43%
<b>Utilities Subtotal:</b>		<b>435,638</b>	<b>442,271</b>	<b>425,274</b>	<b>456,600</b>	<b>489,650</b>	<b>489,650</b>	<b>489,650</b>	<b>7.24%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 520 - Solid Waste</b>									
<b>Contractual Services:</b>									
Medical and Dental	55000	152	217	322	200	500	500	500	150.00%
Legal Services	55001	11,876	24,919	2,035	20,000	20,000	20,000	20,000	0.00%
Pest Extermination	55002	2,045	2,145	2,040	2,500	2,350	2,350	2,350	-6.00%
Vehicle Repairs	55005	2,840	6,752	8,041	7,000	7,000	7,000	7,000	0.00%
Grounds Maintenance	55007	113,573	59,825	358,719	111,500	149,500	149,500	149,500	34.08%
Building Repairs	55008	32,458	40,448	24,448	33,950	55,200	55,200	55,200	62.59%
Professional Service	55014	62,996	14,858	16,206	12,000	11,000	11,000	11,000	-8.33%
Collection Services	55015	12	277	10	300	300	300	300	0.00%
Janitorial Services	55016	22,762	21,161	18,989	25,000	25,125	25,125	25,125	0.50%
Architect Engineer	55019	780,010	384,013	544,554	400,200	407,700	407,700	407,700	1.87%
Management Services	55020	411,893	438,911	424,424	473,000	350,500	350,500	350,500	-25.90%
Other Contract Serv	55030	104,940	65,696	59,776	6,200	6,200	6,200	6,200	83.40%
Regional Fees	55048	3,176,751	2,921,200	3,162,165	2,900,000	3,200,000	3,200,000	3,200,000	10.34%
Hauling Fees	55049	1,083,047	958,498	901,587	750,000	715,000	715,000	715,000	-4.67%
Accounting Auditing	75012	36,700	40,500	26,280	26,540	29,200	29,200	29,200	10.02%
Data Processing	75013	18,500	20,496	19,980	19,968	17,700	17,700	17,700	-11.36%
Professional Services	75014	64,000	66,000	47,880	48,320	49,000	49,000	49,000	1.41%
<b>Contractual Services Subtotal:</b>		<b>5,924,558</b>	<b>5,065,918</b>	<b>5,617,456</b>	<b>4,836,678</b>	<b>5,046,275</b>	<b>5,046,275</b>	<b>5,046,275</b>	<b>4.39%</b>
<b>Insurance Expenses:</b>									
Prop Liab Insurance	56000	39,332	41,269	41,269	42,000	42,000	42,000	42,000	0.00%
Prop Liab Insurance	76000	45,792	62,640	44,412	59,231	55,104	55,104	55,104	-6.97%
<b>Insurance Expenses Subtotal:</b>		<b>85,124</b>	<b>103,909</b>	<b>85,681</b>	<b>101,231</b>	<b>97,104</b>	<b>97,104</b>	<b>97,104</b>	<b>-4.08%</b>
<b>Deprec &amp; Amort:</b>									
Provision for Closing	56501	(546,267)	23,898	15,051	50,000	50,000	50,000	50,000	0.00%
Provision for Long Term Care	56502	(894,402)	1,126,577	(369,990)	20,000	20,000	20,000	20,000	0.00%
Depreciation Expense	56503	630,304	553,010	754,033	892,050	739,594	739,594	739,594	-17.09%
Amortization of SSR	56504	252,616	257,633	269,848	267,681	276,000	276,000	276,000	3.11%
<b>Deprec &amp; Amort Subtotal:</b>		<b>(557,749)</b>	<b>1,961,117</b>	<b>668,942</b>	<b>1,229,731</b>	<b>1,085,594</b>	<b>1,085,594</b>	<b>1,085,594</b>	<b>-11.72%</b>
<b>Total Other Operating:</b>		<b>6,982,989</b>	<b>9,096,330</b>	<b>7,835,261</b>	<b>7,731,616</b>	<b>7,583,313</b>	<b>7,583,313</b>	<b>7,583,313</b>	<b>-1.92%</b>

**Winnebago County  
Budget Detail - 2017**

Description	Object	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2017 Request	2017 Executive	2017 Adopted	% Change From Prior Yr Adopted
<b>Fund - 520 - Solid Waste</b>									
<b>Debt Payments:</b>									
Debt Principal Payments	57000	11,794	12,939	13,969	284,000	292,000	292,000	292,000	2.82%
Debt Interest Payments	57001	5,204	1,314	1,115	44,000	33,000	33,000	33,000	-25.00%
<b>Debt Payments Subtotal:</b>		<b>16,997</b>	<b>14,253</b>	<b>15,084</b>	<b>328,000</b>	<b>325,000</b>	<b>325,000</b>	<b>325,000</b>	<b>-0.91%</b>
<b>Total Non-Operating Expense:</b>		<b>16,997</b>	<b>14,253</b>	<b>15,084</b>	<b>328,000</b>	<b>325,000</b>	<b>325,000</b>	<b>325,000</b>	<b>-0.91%</b>
<b>Expense Total:</b>		<b>8,058,514</b>	<b>10,710,548</b>	<b>10,393,031</b>	<b>9,684,028</b>	<b>11,709,998</b>	<b>11,709,998</b>	<b>11,709,998</b>	<b>20.92%</b>
<b>Solid Waste Net/(Levy):</b>		<b>2,114,366</b>	<b>(756,880)</b>	<b>(618,278)</b>	<b>(1,034,853)</b>	<b>(2,864,123)</b>	<b>(2,864,123)</b>	<b>(2,864,123)</b>	<b>176.77%</b>
<b>Less:</b>									
Capital Outlay		10,889	505,450	1,449,187	340,000	2,460,000	2,460,000	2,460,000	623.53%
Debt Principal Payments		11,794	12,939	13,969	284,000	292,000	292,000	292,000	2.82%
DNR Release of Escrow Funds		0	0	0	250,000	250,000	250,000	250,000	0.00%
<b>Solid Waste Net Surplus / (Deficit):</b>		<b>2,137,049</b>	<b>(238,491)</b>	<b>844,878</b>	<b>(163,672)</b>	<b>137,877</b>	<b>137,877</b>	<b>137,877</b>	<b>-184.24%</b>
Fund Adjustments		(2,137,049)	238,491	(844,878)	163,672	(137,877)	(137,877)	(137,877)	-184.24%
<b>Net Solid Waste:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

# WINNEBAGO COUNTY CAPITAL OUTLAY - 2017

Department	Description	Quantity	Unit Cost	Capital Outlay
Solid Waste -	Landfill Office Renovation	1	150,000	150,000
	Landfill Convenience Area Construction	1	250,000	250,000
	Video Camera System Upgrade	1	20,000	20,000
	Ken Robl Conservation Park Improvements	1	1,150,000	1,150,000
	Transfer Station Site Improvements	1	50,000	50,000
	Transfer Station Site Modifications	1	150,000	150,000
	Replacement Truck	1	30,000	30,000
	Replacement Loader	1	200,000	200,000
	Replacement Skid Steer Track/Loader	1	60,000	60,000
	New Rolloff Truck w/ Attachment	1	250,000	250,000
	Snell Road Reclosure	1	150,000	150,000
		<b>11</b>		<b>2,460,000</b>



## GLOSSARY

**Accrual Accounting:** A method of accounting in which revenues are recognized in the accounting period in which they are earned. Expenditures are recognized in the accounting period in which the liability is incurred. This method also is often contrasted with **Cash Accounting**.

**Agency Fund:** A **Fiduciary Fund** in which the government is a temporary agent.

**Appropriations:** The amount of money granted by the legislative body to units of local government for most activities in the coming **Fiscal Year**. Appropriations are usually reported in the budget by **Line Item**; and they allow governmental units to make new expenditures and incur new obligations up to the amount of the appropriation. Appropriations are also called budgeted expenditures.

**Assessed Valuation:** This is the value of the property that is available for taxation which is determined annually and is based on the ratio of the property's assessed value to its "fair market value." The process of determining a property's assessed value is called an **Assessment**, and assessors consider many factors when valuing properties. See **Equalized Assessed Valuation**.

**Assets:** As reported on a **Balance Sheet** for a given fund, assets include any financial resources available to government such as cash, expected tax revenues, payments due from other funds or governmental units, and inventories.

**Balance Sheet:** A periodic report on the government's **Assets**, **Liabilities**, and **Fund Equity**, and all **Governmental Funds**. The governmental financial officer or the Accounting division usually prepares these reports.

**Bonds (Municipal):** A method of issuing **long-term Debt** to local governments or semi-independent agencies associated with local government such as authorities or corporations. The two primary types of bonds are: General **Obligation** and **Revenue**. All municipal bonds are tax exempt, and therefore are usually bought by investors with high marginal tax rates such as commercial banks and high-income individuals. Investment patterns in municipal bonds have changed dramatically since the late 70's due to revenue limitations, radical changes in interest rates, and the national Tax Reform Act of 1986 that eliminated the benefits of using revenue bonds for "private purpose development."

**Bond Rating:** A judgement on the investment quality of the **Bond** which reflects the government's ability to repay the debt or its creditworthiness. The stronger the rating, the lower the interest rate assigned to the bond by the underwriters. There are three rating agencies: Moody's Investors Service, Standard & Poor's Corporation, and Fitch's. A variety of characteristics about the government and community are examined to determine its rating such as the strength of the local economy, the financial management practices of the government, debt factors, and administrative practices.

**Budget:** The budget is one of the primary financial documents of the government, in addition to the **Comprehensive Annual Financial Report**. The budget is prepared before the beginning of the **Fiscal Year** and documents expected **Revenues**, and **Appropriations** for the entire government and for the various departments and divisions of the government.

**Cash Accounting:** Different from accrual accounting in that both revenues and expenditures are not recognized until the cash transfers are actually made. This method of accounting is not recognized by **Generally Accepted Accounting Principles (GAAP)**.

**Comprehensive Annual Financial Report (CAFR):** In addition to the **Budget**, the CAFR is one of the primary financial documents of the government. The document is prepared at the end of the **Fiscal Year** and presents summaries of the government's fiscal activities in the past year (in comparison to previous years and the budget). Specifically, the document contains comprehensive (combined) **Balance Sheets**, statements of **Revenues** and **Expenditures** and changes in the **Fund Balance** for all **Governmental Funds**.

**Current Assets:** include any financial resource available to a government unit to meet any obligations due within a year. This would include non-cash assets that could be convertible to cash to meet obligations due within a year. For instance, receivables would be classified as a current asset if they would be collectible within one year.

**Current Liabilities:** include any amount owed to outside parties where the amounts must be repaid within a year. An example would include telephone and utility bills. These obligations are due within a year.

**Debt Limit:** The maximum amount of gross or net debt which is legally permitted by state mandate, constitution, or voter approval. These limits usually apply only to **General Obligation Bonds** rather than **Revenue Bonds**.

**Debt Service Fund:** A fund that accounts for the payment of principal and interest on the government's **long-term Debt**.

**Depreciation:** Expiration in the service of a **Fixed Asset** which is considered a portion of the total cost of the fixed asset and charged as an expense during a particular period.

**Encumbrance:** A commitment to expend funds for a particular purpose (even prior to establishing a legal obligation or liability). They are not recorded as **Expenditures**, **Appropriations**, or **Liabilities** but as a reduction in the **Fund Equity** (as reported on the **Balance Sheets**). Encumbrances become **Expenditures** when cash payments are actually made.

**Enterprise Fund:** A fund that accounts for services that are supported primarily by **User Charges** such as golf courses, swimming pools, or garbage collection.

**Equalized Assessed Valuation:** Because **Assessed Valuation** (and therefore the **Tax Rate**) may vary from market values of property in different communities, state governments establish an equalized assessed valuation of property to be used for taxation at other levels of government such as the county. In this case, the equalization ensures that taxpayers within the county will be taxed at the same level of market value, for the county's portion of the **Property Tax**, even though municipalities within the county will calculate **Assessed Valuation** of properties within their borders at different times and, therefore, have different estimates of market values.

**Executive Budget:** A type of budgeting process in which the **Chief Executive** has primary responsibility for preparing the budget and authority over budget that is presented to the legislative body for approval.

**Expendable Fund:** Accounting or budgeting funds in which authorization for new spending or incurring new obligations expires at the end of the **Fiscal Year**. **Governmental Funds** are usually expendable.

**Expenditures:** The actual cash payments of governmental units for all activities, which are monitored throughout the year, but are calculated for an entire **Line-item** or **Program** in the budget for a previous **Fiscal Year**.

**Fiscal Year:** A twelve-month period of time for which governmental activities are budgeted and the **Budget** is prepared. This is also the time allotted to record and present other summary financial statements such as the **Comprehensive Annual Financial Report**. Technically, a fiscal year can be any set of 12 months, but most municipalities operate on a January 1 to December 31 fiscal year.

**Fixed Assets:** Long-term assets that the government intends to use or hold for a relatively long period of time, such as land, buildings, machinery, and equipment.

**Fund Balance:** As defined in the **Balance Sheets** of all **Governmental Funds**, it is that part of the **Fund Equity** that is available for future commitment, expenditure, or appropriation. More specifically, it is that part of the fund equity that is not reserved for **Encumbrances**, and may be called the **Unreserved Fund Balance**.

**Fund Equity:** As reported in the **Balance Sheets** of all **Governmental Funds**, fund equity is defined as fund **Assets** minus fund **Liabilities**.

**GAAP:** Stands for Generally Accepted Accounting Principles. These are national standards of financial reporting as established by the Governmental Accounting and Standards Board (GASB).

**General Fund:** The fund that accounts for and supports most services in government.

**General Obligation Bond: long-term Debt**, which is secured by the government's full faith and credit (i.e. its taxing powers). These bonds usually have a lower rate of interest than **Revenue Bonds** because of lesser risk associated with a very secure source of repayment. They often require an affirming vote of the public, and their principal retired or repaid in the future from the **General Fund**. Once the debt is issued, payment of interest and principal is handled through a **Debt Service Fund**.

**Goal:** a long-term, attainable target for an organization – its vision of the future.

**Governmental Funds:** Four different accounting or budgetary groups which, generally, are unique to government and which account for most governmental activities. These funds are the: **General Fund**, **Capital Project Fund**, **Debt Service Fund**, and **Special Revenue Fund**.

**Home Rule:** State laws or constitutional stipulations regarding local government in the following areas: 1) its form; 2) the type or extent of services provided; 3) the range of revenues that they can levy, and tax, debt, or expenditure limitations.

**Intergovernmental Revenue:** Revenues that are transferred from other governments to the local government or are passed through the local government directly to individuals or other entities. There are three broad types of intergovernmental revenues: **Grants-in-Aid**, **Shared Revenues**, and **Transfer Payments**.

**Internal Service Fund:** A fund that accounts for the provision of goods and services from one agency or department to another within the government (e.g. maintenance on equipment, printing and copying, or information services).

**Liabilities:** As reported in the **Balance Sheet** for a given fund, liabilities include amounts owed to persons or organizations outside that fund. Examples of liabilities are: payable vouchers, amounts due to other funds or units, and deferred revenues.

**Line-item Budget:** Line-item budget presentations group expenditures according to the object of expenditure such as salaries, benefits, supplies, equipment, and maintenance. These categories, such as salaries, may be further divided into temporary wages, permanent wages, and overtime.

**Long-Term Debt:** A governmental unit may issue long-term debt to finance capital and infrastructure expenditures. In contrast to **Short-Term Debt**, it should not be used for regular operations. The two primary means of issuing or financing long-term debt are: **General Obligation Bonds** and **Revenue Bonds**.

**Matching Grant:** A specific type of **Conditional Grant** in which the local government must contribute some percentage of funds in order to receive the grant.

**Millage:** A term applied to the **Tax Rate** of a **Property Tax** which specifies the rate of taxation on a dollar of assessed value (or on a \$1,000). The term "20 mills" would mean two cents for every dollar of assessed value (or two dollars for every \$1,000).

**NA:** Not applicable or does not apply.

**Objective:** a specific, measurable and observable result of an organization's activity which advances the organization toward its goal.

**Other Operating Expenses:** Within Winnebago County, this group of expenditures includes all expenses other than labor, capital outlay and travel. Examples of groups of items include office expenses such as supplies, stationery and forms, postage and others. Other expenses also includes publications, subscriptions, dues, telephone other operating expenses, repairs and supplies, utilities, contractual expenses such as accounting, and legal services. This category also includes rental expense and insurance.

**Policy:** a plan, course of action or guiding principle, designed to set parameters for decisions and actions.

**Program Budget:** Programmatic budget presentations group the **Line-Items** into units that represent service objectives or functions such as crime prevention, fire education (Stop, Drop, & Roll), or small business incentive loans.

**Proprietary Funds:** General accounting or budgetary groups that are analogous to private commercial organizations. Government recognizes two types of proprietary funds: Enterprise **Funds** and **Internal Service Funds**.

**Retained Earnings:** is the cumulative amount by which revenues and operating transfer from other funds have exceeded expenses and transfers to other funds.

**Revenues:** All funds used by local government report revenues as the primary source of monetary input. There are six primary sources of revenues for **General Fund** of the local government: taxes, licenses and permits, **Intergovernmental Revenues**, **User Charges**, fines and forfeitures, and miscellaneous. Expected or budgeted revenues are those that are estimated for the coming fiscal year. Actual revenues represent the amount of money that was actually collected by the government.

**Shared Revenues:** A type of Intergovernmental Revenue in which revenues collected by another government which are distributed to a local government according to a formula such as number of children enrolled, population or per capita income.

**Short-Term Debt:** Debt that is issued for less than a year to ease temporary cash flow deficiencies until expected **Revenues** from taxes, bonds, or other governments are received.

**Special Revenue Fund:** A fund that accounts for specific services or projects that are funded through contractually or legally earmarked revenues.

**Tax Incremental Finance (TIF) Districts:** An area within the boundaries of a local government that is designated for redevelopment. Revenue from the incremental growth of the property tax base is used to provide additional funds for further redevelopment or for debt service on bonds issued for the original redevelopment efforts.

**Unreserved Fund Balance:** This is a component of the **Fund Balance**, which specifies money available for future commitments, expenditures, or appropriations.

**Working Capital:** is the excess of current assets over current liabilities. At the end of a fiscal year, working capital can represent the net available remaining current resources of an entity available after all obligations of the current fiscal period has ended. It can represent an estimate of an entity's undesignated financial resources, similar to undesignated fund balance.

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