

# BOARD OF SUPERVISORS

## Brown County



305 E. WALNUT STREET  
P. O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600  
PHONE (920) 448-4015 FAX (920) 448-6221

### ADMINISTRATION COMMITTEE

Richard Schadewald, Chair  
Jamie Blom, Vice-Chair  
Mark Becker, James Kneiszel, John Vander Leest

### ADMINISTRATION COMMITTEE

Wednesday, May 3, 2017

6:15 p.m.

Room 200, Northern Building  
305 E. Walnut Street

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEM LISTED ON THE AGENDA**

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of April 5, 2017.

1. Review minutes of: None.

### Comments from the Public

### Budget Adjustment Requests

2. Budget Adjustment Request (17-27) re: Any increases in expenses with an offsetting increase in revenue. *\*Budget adjustments that involve grants not included in the 2017 budget need additional approval from the Administration Committee.*
3. Budget Adjustment Request (17-34) re: Any increases in expenses with an offsetting increase in revenue. *\*Budget adjustments that involve grants not included in the 2017 budget need additional approval from the Administration Committee.*

### Resolutions & Ordinances

4. Resolution re: 2016 Balanced Budget Adjustment.
5. Initial Resolutions Authorizing the Issuance of Note to Exceed \$9,525,000 General Obligation Corporate Purpose Bonds of Brown County, Wisconsin in One or More Series at One or More Times.

### Standing Item

6. Update on Facilities Needs from all Departments.
  - a. 2018 Equipment Requests – Clerk \$300,000 Electronic Poll Books (County Wide).

### County Clerk

7. Budget Status Financial Report for March 2017 (Unaudited).
8. Request that Brown County draft a resolution in support of the Recount Reform Bill, similar to what Outagamie County Board of Supervisors passed.

### Technology Services

9. Budget Status Financial Report for March 2017 (Unaudited).
10. Approval of 2017 BCCAN West Side Expansion 1 Project Bid Results.
11. Technology Services Monthly Report.

### **Child Support**

12. Budget Status Financial Report for March 2017 (Unaudited).
13. Departmental Openings Summary.
14. Director Summary.

### **Corporation Counsel**

15. Update on Oneida Nation Service Agreement with Brown County negotiations.
16. Corporation Counsel Report.

### **Treasurer**

17. Discussion and possible action on the sale of the following tax deed parcel: Parcel HB-855-3 (Hobart) at 973 Haven Place.
18. Discussion and possible action on the sale of the following tax deed parcel: Parcel PI-207-5 (Pittsfield) on Redwood Drive.
19. Discussion and possible action – Providing/ mailing Receipts for Property Tax Payments – *From March 2017 meeting.*
20. Discussion and possible action – Providing/ mailing 2<sup>nd</sup> Installment Reminders for Property Tax Payments – *From March 2017 meeting.*

### **Human Resources**

21. Budget Status Financial Report for March 2017 (Unaudited).
22. Human Resources Director's Report.
23. Turnover Reports.
24. Department Vacancies Report.
25. Worker's Compensation Reports.

### **Department of Administration**

26. Budget Status Financial Report for March 2017 (Unaudited).
27. Budget Adjustment Log.
28. Departmental Opening Summary.
29. Director's Report.

### **Other**

30. Audit of bills.
31. Such other matters as authorized by law.
32. Adjourn.

Richard Schadewald, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**PROCEEDINGS OF THE BROWN COUNTY  
ADMINISTRATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the Brown County Administration Committee was held on Wednesday, April 5, 2017 in Room 200, Northern Building, 305 E. Walnut Street, Green Bay, WI

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**Present:** Chair Schadewald, Supervisor Blom, Supervisor Vander Leest, Supervisor Kneiszel  
Supervisor Becker

**Also Present:** Supervisor Brusky; Benefits Manager Tom Smith, Technology Services Director August  
Neverman, Corporation Counsel Dave Hemery, Interim HR Director Pete Bilski, Interim HR  
Director Kathryn Roellich, Treasurer Paul Zeller, Child Support Director Maria Lasecki,  
Director of Administration Chad Weininger, Deputy Executive Jeffrey Flynt, Health and  
Human Services Director Erik Pritzl, other interested parties.

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*\*Audio & Video of this meeting is available by contacting the County Board Office at (920) 448-4015\**

**I. Call to Order.**

The meeting was called to order by Chair Richard Schadewald at 6:15 pm.

**II. Approve/Modify Agenda.**

**Motion made by Supervisor Blom, seconded by Supervisor Vander Leest to approve. Vote taken.  
MOTION CARRIED UNANIMOUSLY**

**III. Approve/Modify Minutes of March 1, 2017.**

**Motion made by Supervisor Vander Leest, seconded by Supervisor Becker to approve. Vote taken.  
MOTION CARRIED UNANIMOUSLY**

**Comments from the Public**

**Jesse Jacques – Referral Agent for GB Electrical Workers**

Jacques informed he represented the four electricians that worked for Brown County and read a written statement he had prepared (attached). On a personal note, he stated these gentlemen on a daily basis had other people's lives in their hands. If they made a mistake and someone got electrocuted, they got killed. It was petty that they were worrying about a few cents for four employees. The county had four very good electricians and they needed to come to a resolution as soon as possible.

**1. Review minutes of: None.**

**PRESENTATIONS**

**2. PACE Program:**

Jon Hochkammer introduced himself as the Outreach Manager for the Wisconsin Counties Association (WCA) and Jason Stringer was with Wisconsin Energy Conservation Corporation (WECC). Late last fall the Property Assessed Clean Energy (PACE) Commission selected WECC through an RFP to be the third party administrator of the program. Hochkammer informed that WCA got involved through another program they were involved with, the Green Tier Legacy Communities. There were two subcommittees, one was health related and the other was energy. As a full-time WCA employee and the Mayor of Verona Hochkammer understood economic development and how government worked. PACE was intriguing because it was another economic development tool where there was no federal, state or local taxpayer dollars in the program whatsoever. Counties were creating a

vehicle by which PACE could be utilized by commercial properties within county boundaries. If the county took action to approve PACE, it became available to all municipalities within the county. It also was sustainability, which was a good thing.

WCA got involved because they were public; they wanted to make sure it was an open and transparent process and there were no legal or financial liability to the counties. Local lenders interested in getting involved in the program could become eligible to finance PACE projects, creating an open market. And it was very important to make sure there were no additional burdens and workload on county employees. It was part of the reason they went ahead and did the statewide program with consistent policies throughout and hired WECC to oversee the operation.

Stringer informed that PACE made available low cost, long term financing to fund energy efficiency, renewable energy and water conservation improvements to buildings by providing commercial property owners a tool to upgrade building systems i.e. HVAC, lighting, shell improvements, roofs, mechanical systems, water conservation measures, even medical devices, etc. That translated into an incredible effective economic development tool. County members viewed this as a solution to help them revitalize older portions of their cities. City of Milwaukee already benefitted from this program, as it was in place for 4-5 years. He provided several examples of upgrades that were required to bring historic vacant buildings back on to the tax rolls. Property owners were interested because PACE financing was low cost access to capital and it worked with other financing sources and could be used to replace expensive equity and expensive mezzanine financing; in some cases it can be half the price. In turn it lowered the cost of doing business in PACE enabled communities. What they find in most cases was the energy savings attributable to the PACE financial were greater than the costs of those energy improvements to the project. The projects pay for themselves and that was the overriding theme for PACE projects. That was also a feature of the state statute; it required that effectively larger projects, the contract or the engineer had to guarantee that the energy savings were greater than investment.

Responding to Blom, Stringer informed that they saw PACE as complimentary to whatever else was out there such as Focus on Energy. It wouldn't preclude a property owner from taking advantage on rebates. This can also be used with tax credits or other programs to stimulate these projects. Hochkammer added that until recently, Focus on Energy was able to fund half the cost of the energy audit and now the no longer had the funds to do that. Wisconsin legislation required that any PACE loan of over \$250,000 must have an energy audit done, the cost of the audit can be rolled into the loan. Since PACE legislation had been approved in the United States, 34 states and the District of Columbia had opted in to PACE and there had not been one single default on a PACE loan in the country. Because of some safeties built in place, it made it much more comfortable for the lenders and property owners. Hochkammer provided an example of how it worked.

Vander Leest questioned if PACE was a private company or government agency. Stringer responded that lenders could be any lender, local bank or national PACE lenders. It was an acronym for a financing product, Property Assessed Clean Energy. They were not representing a private company, it was a financing product. It was not government backed but it required state law. There were no federal, state or local dollars that funded the work they were doing. Hochkammer interjected that it was a direct loan between the property owner and the lender. Brown County or municipalities within would not in any way have to guarantee a loan or payoff that loan. The reason counties were involved, part of the process that they would approve; there was a resolution and an ordinance, the ordinance states that in the event of a delinquency the delinquent amount on a PACE loan got put on the property tax bill as a special charge.

Blom had a question with regard to the process, Stringer stated that the PACE Commission had an approval process that ran parallel to the lenders. The applicant would apply to PACE Commission, there would be a pre-application which was a courtesy to the applicant to make sure they were thinking about an eligible project and they knew the rules and they then go off and develop their project with their contractor engineer. When they got the project developed they work with a PACE lender. PACE Wisconsin qualified lenders, they wanted to know who these lenders were that were providing the financing so they had a qualification process set up so they knew who they were and to

make sure the lenders know what the requirements were and the statute. The property owner negotiated the financing with the lenders just like they negotiate with any lender for financing. When they were ready to close the loan they complete their final application to them. It took no longer than 10-business days to review that application. Following approval of the final application they would then make the recommendation to the Chairman of the PACE Commission. He would then call a meeting of the commission to review any given financing, which was a telephonic meeting, and the PACE Commission would vote. It took about 5-10 business days to convene a meeting with the PACE Commission. They can't close the financing until they had a PACE Commission vote.

Stringer stated that one important feature of their program, because the financing was PACE financings, was secured by a special charge which was a form of a tax lien or tax assessment. They required as part of their program requirements that any mortgage holder or any lender involved in transaction had to consent to a PACE financing. Before the PACE Commission voted and before they made an approval of a final application, they received written consent from any mortgage lender on a transaction which they felt reinforced the strength of that PACE financing. They were looking at it as the PACE commission, PACE lenders underwriting it and any mortgage lenders underwriting it and approving it. All that review reinforces the value of the investment.

3. **Benefit Overview by M3:**

Brown County Benefits Manager Tom Smith provided hardcopies of the Employee Benefit Presentation (attached), which was spoken to by M3 Representative Cindy Van Asten. Van Asten informed this was an overview of where Brown County was year-to-date, look at some benchmarking to show where the plan fell compared to public and private sector data and look at where Healics data overall results were.

Replying to Schadewald's question, Smith informed they switched pharmacy vendors to save money. They worked through some speedbumps but he was optimistic. Van Asten interjected that she believed they would see the savings anticipated. They saw some bumps along the way where they set up the plan to what they thought matched Optum but some of the information they had gotten from Optum was not quite accurate so there were some people that used to get a drug for free and now they had to pay for it. They were fixing those as they saw them.

Becker spoke to the premiums (Pg. 5); comparing Brown County's numbers to private business. Private business benefits seemed to be better than what Brown County offered but Brown County was paying almost \$2,500 more per employee, per year and he questioned why. Van Asten stated you pay a fixed cost for insurance but it was taking into consideration the dollars that were being paid out in claims. Becker noted that that was not stated. Smith informed that they budget for those dollars but that's not what the employees were paying. They were paying \$62 a month. Becker stated when talking about going about from 12% to 17%, they didn't have to do that if Brown County got their costs in line. There were companies that will administer HRAs and HSAs for free, so they could take that entire cost off the county. Van Asten informed there were a lot of different things that went into this. Schadewald felt when talking about medical plan costs, each plan had different features. They either want to find if there was anyone that had plans like Brown County, what they were paying or they find out what was their plan. He'd like to see what the other county plans were and see what the other plans were in our county. Van Asten informed they had that data. Schadewald stated that when they knew the answers to their questions, they could do a fair comparison and that's the presentation he'd like to see.

***Supervisor Vander Leest was excused at 6:49 pm***

**Communications**

4. **Communication from Supervisor Evans re: To have Corporation Counsel and Human Resources review Chapter 4 and the Employee Handbook Chapter 30.01 as it relates to language for Progressive Discipline and make appropriate suggestions as how to incorporate such language and procedures. Motion at March meeting: To hold.**

Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to refer to Human Resources. Vote taken. **MOTION CARRIED UNANIMOUSLY**

5. Communication from Supervisor Evans re: To make the County employees, who retired, but were not able to bank or cash-out their sick leave, whole; this pertains to, but does not limit it to employees who retired in 2014 and 2015. By "whole" it is determined as the difference between the retiree's County individual (or family) monthly health insurance premium to that of their spouse (or market place) non-county monthly premium; reimburse the difference. It is with the understanding for those retiree's, who at the time, Director Miller told them they did not have the option to cash out or bank their sick leave and that it could only be used for health insurance. *Request from Supervisor Evans to bring item back to April meeting.*

Motion made by Supervisor Becker, seconded by Supervisor Blom to suspend the rules to open the floor to allow interested parties to speak. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Randy Schultz, 965 Myrtle Ln., Green Bay, WI 54304

Schultz appreciated the committee's time, he came before this committee a couple months ago and was sent to talk to HR. The interpretation differed between HR and Schultz. HR upheld their interpretation which was a retired employee must immediately use any banked sick leave on the county's health insurance. Schultz read it as what basically happened recently when this item was settled and that's why he wrote the letter at the time to the former HR Director saying please just let his \$46,000 sit there while this was. He was present to ask for a motion of support and to ask the county to do the right thing as he did what was right by not abusing his sick leave, saving the taxpayers \$70,000. When he retired the HR Manager decided he would not give him, a 31-year good standing employee, the common courtesy of saying they would lock the funds up until the negotiation was over. It wasn't going to cost anyone anything to wait this out and see where it went and it would have been a great advantage to Schultz because he could have, like the employee could now, purchase a much less expensive insurance. He was asking for the \$38,000 difference between the monthly premiums from those years on his wife's insurance and the monthly premiums he was charged for two years by the county and forced to use the county's insurance which employees no longer had to do. Schadewald questioned if he had any claims, Schultz believed there were but his wife and he had been very healthy and that's why they were in a less expensive bracket of insurance. To be clear, Schadewald stated that if the county was self-funded and they paid claims for Schultz, he did receive some of his monies back.

Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to return to regular order of business. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Interim HR Director Pete Bilski stated to him it was straight forward contractual and they presented the contract at a prior meeting. It was very explicit to say this was the situation at the time and it needed to be followed. They since changed it with the help of the board. I just can't be retroactive. There were a number of other people that would have to be opened back up as well and there were claims as indicated, thousands of dollars of claims paid as well.

Corporation Counsel Dave Hemery stated it was contractual language which they interpreted and there was also a grievance on the matter. It was before Bilski's time in which case an independent hearing officer supported and upheld the county's position on it. Schadewald stated that if they did do anything they would have to open it up for everyone to be fair, Hemery agreed stating he didn't see how you could do it any other way. Schadewald stated it was an unknown exposure. Hemery replied that when people did have coverage, even if the amount of claims may have been low during that period of coverage you are not buying insurance just to pay the claims but in case something should happen. It wasn't as important what claims occurred, it was more significant that there was insurance in place providing coverage should something happen.

No action taken.

6. **Communication from Supervisor Sieber re: To send a resolution to the State of Wisconsin asking for reforms to GASB 68 in accounting for WRS balances. *Motion at March meeting: To hold.***

Director of Administration Chad Weininger informed that he had spoken to Sieber and spent time looking into this. He talked to Schenck and they had about \$121 million dollars of securities out there and when the county got audited they audit the GAAP finance numbers. If the county didn't do this, they would have problems. He also looked in the state statute to see if there were ways around it. He thought he found something but after talking to some other legislative staffers, it appeared in the statute a few other places and there were administrative rules regarding it. He asked for a Legislative Reference Bureau report on it, he hadn't received it. However, accounting-wise, because they issued securities, it was just not going to work. The resolution, Item 10, kind of stemmed from this that item could be receive and placed on file. They talked to ETF who stated they would have a better number in August, a final number at the end of December. Weininger believed it would take care of Sieber's concerns which were realistic and well-intended. The fact was the WRS system usually tried to be 100% funded and this was basically a book accounting of it. In 2018 that's when they were really going to fill the actual expenditure of the funds because WRS will increase it and they will deal with it then. There was some time in between there where they need to make sure they had those dollars available.

**Motion made by Supervisor Becker, seconded by Supervisor Blom to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

7. **Communication from Supervisor Zima re: I am requesting that administrative policy be amended to include a budgeting and expending policy regarding the budgeting and expending of contract services as follows: that any contract services dollars that are not specifically identified in the budget require review and approval by standing committees and the County Board before expended. *Referred from March County Board.***

Weininger asked that this be referred to staff.

**Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to refer to Administration with a report back. Vote taken. MOTION CARRIED UNANIMOUSLY**

8. **Communication from Supervisor Schadewald re: That the Administration report to Executive Committee on projected building needs for the next 5-10 years. *Referred from March County Board.***

Schadewald informed he wanted Administration to see this because it was talking about money. Their committee would provide information to the Executive Committee and the County Board about the trends and financial expenditures. He'd like to be more proactive in long term planning, by doing their due diligence.

Weininger informed they had a 5-year Capital Improvement Plan that was used for the budget process. Per this request they sent out an email to department heads and asked their capital improvement requests. Handout provided (attached) re: Capital Improvement/Building/Equipment Requests for 2018+. The total was about \$434 million over a 10-year period. The list was broken down by department and timeline. This was currently what the county's debt structure looked like overall. This wasn't what they were proposing but requests that came in. Schadewald felt they had to start looking at these so that someday some of these things had to be done because then it go to the meat of the matter.

Handouts provided (attached) of the Existing and Example Projected Debt Service in which Weininger briefly spoke to. Also included was a packet re: Local Government Revenue Options. Weininger stated if they were going to fund something the question was do they fund with property taxes or another source. He found the information interesting and wanted to share.

No action taken.

9. **Communication, at the request of County Clerk Sandy Juno, to recreate an ordinance or resolution that would require editing and markup on administrative policies and other documents that have changes so that staff reviewing the documents can identify the changes.**

Weininger informed this was an Administrative policy. There was a Legislative branch and an Administrative branch, the legislative branch redlined everything. Resolutions were usually written new and don't get amended but when they did they went through the department head, Corporation Counsel and Weininger, per the policy. Administratively they wrote policies to incorporate ordinances, resolutions, state law and federal law. In the past they would redline those and send to department heads to get feedback and then they were sent to the Executive to be signed, that's what the internal policy would be or procedure. The last two months they started sending out not being redlined as they wanted department heads to review the entire policy as opposed just reviewing that section. After explaining the process, most everyone was okay with it.

**Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

#### **Budget Adjustment Requests**

10. **2017 Budget Adjustment Request (17-07) re: Any allocation from a department's fund balance.**

*Motion made by Supervisor Zima, seconded by Supervisor Evans at Feb County Board: #17-07: 2017 budget amendment – Governmental accounting standards (GASB 68) dealing with the allocation of all pension assets and liabilities to all Wisconsin Retirement System (WRS) members was implemented beginning with the 2015 financial statements. When the 2016 budget was being created, NO data was available as to the fiscal effect for GASB 68 on departments. The WRS released data on 01-10-2017 allowing for a better understanding of the effects on the County for 2016 and subsequent years (assuming all actuarial assumptions hold true).*

*For the County's business-type (proprietary) funds and internal service funds, the anticipated net increase in expenses is \$1,104,335, as per the attached schedule. This will result in a corresponding decrease in each fund's Unrestricted Equity. Motion at March meeting: To hold.*

*See Item #6.*

**Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

11. **Budget Adjustment Request (17-19) re: Any increases in expenses with an offsetting increase in revenue. *\*Budget adjustments that involve grants not included in the 2017 budget need additional approval from the Administration Committee.***

Weininger informed that Chapter 2 stated that any department, before they apply for a grant, had to come before this committee to get authorization. It hadn't been the past practice. They normally applied for the grant, come back and say they got a grant and will do a budget adjustment that will get approved through the oversight committee and the full County Board. He felt this was something that maybe shouldn't be in the ordinance but was and in his review he found it so he felt obligated to follow.

Schadewald explained the history; years ago they would apply for grants, get a grant so nice but it only lasted two years and when it was over no one wanted to cut it. It became a long term liability for taxpayers. They wanted to know what they were applying for, how long it lasted and what was their plan if they didn't get it in succeeding years. There were certain programs where they didn't know where they started from and it was a grant.

**Motion made by Supervisor Blom, seconded by Supervisor Kneiszel to suspend the rules to take Items 11-14. Vote taken. MOTION CARRIED UNANIMOUSLY**

12. **Budget Adjustment Request (17-24) re: Any increases in expenses with an offsetting increase in revenue. *\*Budget adjustments that involve grants not included in the 2017 budget need additional approval from the Administration Committee. See Item 14.***
13. **Budget Adjustment Request (17-25) re: Any increases in expenses with an offsetting increase in revenue. *\*Budget adjustments that involve grants not included in the 2017 budget need additional approval from the Administration Committee. See Item 14.***
14. **Budget Adjustment Request (17-26) re: Any increases in expenses with an offsetting increase in revenue. *\*Budget adjustments that involve grants not included in the 2017 budget need additional approval from the Administration Committee.***

**Motion made by Supervisor Kneiszel, seconded by Supervisor Blom to approve Items 11-14. Vote taken. MOTION CARRIED UNANIMOUSLY**

#### **Standing Item**

15. **Update on Facilities Needs from all Departments.**

Weininger informed that Director of Public Works Paul Fontecchio put together the report that showed all the facility needs which was included in the handouts Weininger presented earlier. Schadewald wanted to talk about the \$300,000 for electronic poll books in the County Clerk's office at the May meeting.

No action taken.

#### **County Clerk**

16. **Budget Status Financial Report for December 2016 (Preliminary and Unaudited).**

**Motion made by Supervisor Becker, seconded by Supervisor Blom to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

17. **Budget Status Financial Report for February 2017 (Unaudited).**

**Motion made by Supervisor Kneiszel, seconded by Supervisor Becker to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

#### **Child Support**

18. **Budget Status Financial Report for February 2017 (Unaudited).**

Child Support Director Maria Lasecki informed they were on track. They were essentially waiting for the money on an Access and Visitation Grant; it was offered to Brown and Kenosha to continue SPSK related parenting services. \$46,500 was anticipated and had to be spent before the end of the federal fiscal year which was September 30<sup>th</sup>. She will be bringing forward the award letter once received.

They were also expressing interest in a portion of \$217,000; it was part of their performance incentive dollars being offered to 10-counties. She learned yesterday through their ECS Director that he will be making his decision and issuing the monies by May 17; she felt very confident because of their employment and training program partnership through the grant.

They received good news from the Office of Child Support Enforcement; their waiver to continue to render services that were SPSK like had been approved, not only at their level but at the state level. That meant with the passes of the biannual budget they will be able to continue to do that. The rate was about \$100,000 for a federal fiscal year which put them at \$8,333 a month for October, November and December, which was not in their 2017 budget.

**Motion made by Supervisor Becker, seconded by Supervisor Blom to receive and place on file.**

**Vote taken. MOTION CARRIED UNANIMOUSLY**

**19. Resolution re: Wage Adjustments within the Child Support Department Table of Organization.**

Lasecki informed her and Bilski had been working for about two months on trying to put together information relative to the communication that Child Support Supervisor Laura Kowols brought forward to Supervisor Blom. She felt it was imperative to point out that her intent was to figure out a way to retain their important paralegal staff as well as their support services staff, in particular their bilingual receptionist – Clerk I and Clerk II positions. The attrition has been astronomical and was causing a great deal of burden on the department. Her intent was to try to salvage really great staff they were losing to other departments because there was an increase in pay.

Bilski stated the original intent of the department was the entry level positions and he added the other three to the table because they had an opportunity to take care of Class and Comp for the entire department. This in essence took care of Class and Comp for the entire Child Support Department.

Becker informed he spent time with Lasecki and he supported this. Blom met with Lasecki and staff and they had the budget by which to support it within their department. Schadewald believed there would be a lot of complaints from other groups but he understood. He questioned what group they were doing next. Bilski responded that it was to be determined. There was a recommendation in his report of how they go forward but he believed it needed to be approved before they did it. It had been his way that if they had an opportunity to take care of Class and Comp, you do it rather than wait for things to be perfect; it usually was a lot more expensive. He was happy to work department by department to see what they had.

Weininger wasn't talking against the people for saying there was a need but he wanted to make sure the committee was clear that they were setting policy tonight, saying Supervisors contact your County Supervisor and bring forward your proposals. Human Services was in the audience as they had same concerns. Becker stated this will go before Executive Committee and County Board and it would be redone and debated and discussed. Schadewald hated to throw out the initial intent of fixing part of the department, which was pretty normal. Weininger believed the larger problem was Comp and Class had been taking so long to get done and people were getting frustrated and they wanted results. The question was how they handle it moving forward. He was saying that they were creating precedent. They still had a process that they were now going to have to go through on the Comp Class. In talking with the County Executive, the thought was taking a number of departments as a group, specifically ones with high turnover and address those first and then start building moving forward. The intent was to take care of this; the question was how, in a process that made sense and was controlled.

**Motion made by Supervisor Becker, seconded by Supervisor Blom to approve. Vote taken.  
MOTION CARRIED UNANIMOUSLY**

**20. Director Summary.**

Lasecki informed they were busy; tomorrow she will be heading down to Directors Dialog to do a presentation to her peers on the importance and process of developing strong collaborations with employment agencies and community resource organizations. She had spoken with multiple states, Minnesota, Maryland, Virginia, and New Jersey on how to develop a strong employment program through the Child Support Agency.

They were fully staffed up until next Friday. They were hopeful that at some point in time soon they will get notification about the continuants of the SPSK Grant. The person who was leaving was a long term employee of Child Support and she was moving to the Clerk of Courts office. It would be important to look at filling that position as it was paramount to the success of the grant.

**Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to receive and place on file.**

Vote taken. MOTION CARRIED UNANIMOUSLY

Technology Services

21. Budget Status Financial Report for February 2017 (Unaudited).

Motion made by Supervisor Blom, seconded by Supervisor Kneiszel to receive and place on file.

Vote taken. MOTION CARRIED UNANIMOUSLY

22. Technology Services Monthly Report.

Motion made by Supervisor Kneiszel, seconded by Supervisor Blom to receive and place on file.

Vote taken. MOTION CARRIED UNANIMOUSLY

Corporation Counsel

23. Budget Status Financial Report for February 2017 (Unaudited). *To be distributed prior to meeting.*

Corporation Counsel David Hemery provided a copy of their report (attached).

Motion made by Supervisor Blom, seconded by Supervisor Kneiszel to receive and place on file.

Vote taken. MOTION CARRIED UNANIMOUSLY

24. Corporation Counsel Report.

Schadewald questioned where they were at with regard to the Oneida Service Agreement; he would like to be involved as it affected his district heavily. He didn't want to miss any timelines, etc. Weininger informed they will be sending a letter to Oneida Nation stating that they would like to open it up. When they do that, it will probably be Corporation Counsel, Weininger and they will invite Schadewald to partake. They will start with those negotiations but they would like to get them wrapped up fairly quickly.

Motion made by Supervisor Blom, seconded by Supervisor Kneiszel to receive and place on file.

Vote taken. MOTION CARRIED UNANIMOUSLY

Treasurer

25. Budget Status Financial Report for December 2016 (Preliminary and Unaudited).

Motion made by Supervisor Blom, seconded by Supervisor Kneiszel to receive and place on file.

Vote taken. MOTION CARRIED UNANIMOUSLY

26. Budget Status Financial Reports for January and February 2017 (Unaudited).

Motion made by Supervisor Kneiszel, seconded by Supervisor Blom to receive and place on file.

Vote taken. MOTION CARRIED UNANIMOUSLY

27. Tax Deed Properties Report – Updates.

- a. HB-855-3 at 973 Haven Place in Hobart is currently listed for sale on WI Surplus Online Auctions.

Treasurer Zeller informed this property was currently on the WI Surplus Auction site; there were two bids over \$50,000. All the 'For Sale' signs and 'Bid Now' auction signs had been stolen. He went out today and screwed in 5-more signs and put them on the fence as well. The minimum bid was \$49,000; they were accepting bids until April 28<sup>th</sup> for the May 3<sup>rd</sup> meeting. The county had about \$81,000 into the property. Schadewald wanted to invite the Port to the May meeting.

Motion made by Supervisor Blom, seconded by Supervisor Kneiszel to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

**b. March 20, 2017 Foreclosure Hearing Default List for Discussion.**

Zeller stated they had their hearing, they brought about 60 unpaid parcels, Judge Hammer ordered default on 15 (listed in the packet material). Those 15 parcels Brown County owns. The balance of the parcels that came before the Judge were given 90 additional days to pay. At the expiration of those 90 days, if the 2013 delinquency hadn't been paid, they will become deeded to Brown County. His recommendation would be to proceed to auction sale on the 15 directly.

A brief discussion ensued with regard to the 15 parcels and their circumstances. 2 were single family homes and the rest were vacant lots. Vacant lots often had a building and the condition got so bad the city would put a raze or repair order on them. If the owner didn't comply the city could remove the building. Once they do that they could place a special assessment cost on the tax bill, if the bill that was sent to the owner was not paid. Because the owners face delinquent taxes and a large special assessment they walk away. In cases where properties had mortgages, the mortgage company had every opportunity to step in and foreclose. If they decide they can't get their money out of the situation they walk away from it as well. Three parcels on the list were combined into one; they were adjacent to a crick and floodplain and was not a large enough buildable footprint so the owner walked away. They came to the hearing and said they no longer wished to retain ownership. In doing so they could avoid paying the back taxes, relinquish ownership. Several this year had owners come and state they no longer wished to own anymore. There were more rental properties where the owner was deceased. They were seeing more deceased owners where the families benefited but were walking away.

**Motion made by Supervisor Kneiszel, seconded by Supervisor Becker to allow the Treasurer to proceed with the March 20, 2017 foreclosures by their auction method. Vote taken. MOTION CARRIED UNANIMOUSLY**

**28. Update on new Land Records / Tax Collection Software for Brown County.**

Zeller informed that Supervisor Vander Leest had been asking for an update every month. They had entered into an agreement with a vendor, it was a state based company called GCS. Currently there were over 30-counties using this land records software and the contract was let to them with the aid of the Technology Services Department. There were four bidders; they ranged from \$390,000 to \$4.1 million. They did take the lowest but it was a responsible bid. The borrowing for the project was \$750,000 however there were hardware purchases, interfaces and other expenses to take care of.

**Motion made by Supervisor Kneiszel, seconded by Supervisor Becker to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Human Resources**

**29. Budget Status Financial Report for December 2016 (Preliminary and Unaudited).**

**Motion made by Supervisor Kneiszel, seconded by Supervisor Becker to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**30. Budget Status Financial Reports for January and February 2017 (Unaudited).**

**Motion made by Supervisor Becker, seconded by Supervisor Blom to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**31. Human Resources Report.**

Interim HR Pete Bilski spoke to his report in the agenda packet material.

**Motion made by Supervisor Blom, seconded by Supervisor Becker to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

32. **Turnover Report with BLS Statistics.**

**Motion made by Supervisor Becker, seconded by Supervisor Blom to suspend the rules to take 32-38. Vote taken. MOTION CARRIED UNANIMOUSLY**

33. **Turnover Report for February 2017. See Item 38.**

34. **Department Vacancies Report. See Item 38.**

35. **Medical Plan Data. See Item 38.**

36. **Workers Compensation Report. See Item 38.**

37. **Safety Report. See Item 38.**

38. **Draft RFP for Health Benefits Consultant.**

**Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to approve Items 32-38. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Department of Administration**

39. **Approval for NEWEYE to publish Administration Committee meetings.**

Schadewald informed that he received a call from NEWEYE Brian Lueth asking approval to publish their meeting videos online; the committee was of the understanding they were already online. Schadewald gave him the okay but provided this item for committee approval.

Weininger informed there was talk about doing agenda minutes by bringing in a larger software but there wasn't a lot of support for it, from there they went to get some laptops, to everyone getting tablets, to then coming up with a hybrid of NEWEYE. By ordinance the board required transcribed minutes and that's why minutes were typed pretty much verbatim. There were a number of County Board members that wanted them, supported it and were very strong advocates for that. The County Board controlled their legislative process which was made very clear from day one that administration was not to interfere with that so they were trying to help along as much as they could.

A brief summary of what was happening with NEWEYE and statistics were spoken to by Brian Lueth (handouts provided and attached). Schadewald believed that the short videos were a very important part of NEWEYE that they may not have thought about in the past. He also felt one of the things that would be beneficial for the county was to look at internal uses of videotaping. Lueth informed they started working on that with the Purchasing Department, purchasing policy tutorials. Weininger informed that one of the areas they were very weak was their onboarding process when there was turnover. Such as what kind of training did new supervisors need to get. If they had a better onboarding program that could actually track it and they could assign types of trainings to make sure there was compliance with Purchasing and contracting and even Human Resource issues to prevent larger lawsuits from happening. Schadewald felt as they were looking at capital improvement projects, it was one thing to see stuff on paper but it was another to get a 5-minute video. Business was using it; government should start as this was a new age with social media, etc.

**Motion made by Supervisor Becker, seconded by Supervisor Kneiszel to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

40. **Budget Status Financial Report for December 2016 (Preliminary and Unaudited).**

**Motion made by Supervisor Kneiszel, seconded by Supervisor Becker to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

41. **Budget Status Financial Reports for January and February 2017 (Unaudited).**

**Motion made by Supervisor Becker, seconded by Supervisor Blom to receive and place on file.  
Vote taken. MOTION CARRIED UNANIMOUSLY**

42. **Budget Adjustment Log.**

**Motion made by Supervisor Blom, seconded by Supervisor Becker to receive and place on file.  
Vote taken. MOTION CARRIED UNANIMOUSLY**

43. **Departmental Opening Summary.**

Weininger informed they were still holding the Buyer position open but his Risk Manager who oversaw Purchasing was retiring which will be a huge loss to his department. They were currently in the process of hiring someone. He'd like a week or two of overlap. That position was mission critical as it took care of all the claims, insurance, the contract review and purchasing. The problem was they were paying the person below market so to bring someone at the same level will be very difficult. Unfortunately he will have to come forward with some request. He will probably be able to take care of it within his own budget. That's a position where they can't bring someone in to learn the position; they needed someone who actually knew what they were doing.

**Motion made by Supervisor Becker, seconded by Supervisor Blom to receive and place on file.  
Vote taken. MOTION CARRIED UNANIMOUSLY**

44. **Director's Report.**

Weininger informed he put together a fact sheet which summarized what happened in 2016 and 2017 and comparable; he informed it was a draft and asked the committee to take a look at it and provide him with some feedback. This gave a good idea of how things were trending, where the money was going, what departments had a lot of surplus, it walked through debt service, looked at employee costs and property tax rates and levy, etc.

**Motion made by Supervisor Becker, seconded by Supervisor Blom to receive and place on file.  
Vote taken. MOTION CARRIED UNANIMOUSLY**

**Other**

45. **Audit of bills.**

No bills. Weininger informed that audit of the bills was somewhat problematic for committees so at Executive Committee the Internal Auditor will talk about changing the process. They will be emailing a monthly statement of what the bills were to committee members. Instead of auditing, it will be a motion to approve the review of the bills taking away the audit piece.

46. **Such other matters as authorized by law. None.**

47. **Adjourn.**

**Motion made by Supervisor Kneiszel, seconded by Supervisor Becker to adjourn at 8:48 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Alicia Loehlein  
Recording Secretary

### BUDGET ADJUSTMENT REQUEST

**Category**

**Approval Level**

- 1 Reallocation from one account to another in the same level of appropriation Dept Head
- 2 Reallocation due to a technical correction that could include: Director of Admin
  - Reallocation to another account strictly for tracking or accounting purposes
  - Allocation of budgeted prior year grant not completed in the prior year
- 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation County Exec
- 4 Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.) County Exec
- 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts) Admin Committee
- 5 b) Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation. Oversight Comm  
2/3 County Board
- 6 Reallocation between two or more departments, regardless of amount Oversight Comm  
2/3 County Board
- 7 Any increase in expenses with an offsetting increase in revenue Oversight Comm ✓  
2/3 County Board
- 8 Any allocation from a department's fund balance Oversight Comm  
2/3 County Board
- 9 Any allocation from the County's General Fund Oversight Comm  
Admin Committee  
2/3 County Board

**Justification for Budget Change:**

**\*\*2017\*\***

1. UW-Extension has received funding from National Wildlife Federation to put together an outreach plan that would highlight the benefits of implementing conservation practices, the successes that our producers have had with these practices, and address the efforts that have not worked. We want producers in the Fox River Basin to understand the importance of these practices and the benefits they stand to gain by implementing them on their land.

**Budget Impact \$9,975**

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.5700	Contracted Services	\$6,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.5300	Supplies	\$1,475
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.5304	Printing	\$1,500
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.5601.400	Intra-county expense Copy Center	\$1,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.4309	Other Grant Revenue	\$9,975

*CS 3/28/17*

**AUTHORIZATIONS**

*Judy Koudan*

Signature of Department Head

Department: UW Extension

Date: 3/28/17

*[Signature]*

Signature of DOA or Executive

Date: 3/31/17

### BUDGET ADJUSTMENT REQUEST

**Category**

**Approval Level**

- 1 Reallocation from one account to another in the same level of appropriation Dept Head
- 2 Reallocation due to a technical correction that could include: Director of Admin
  - Reallocation to another account strictly for tracking or accounting purposes
  - Allocation of budgeted prior year grant not completed in the prior year
- 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation County Exec
- 4 Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.) County Exec
- 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts) Admin Committee
- 5 b) Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation. Oversight Comm  
2/3 County Board
- 6 Reallocation between two or more departments, regardless of amount Oversight Comm  
2/3 County Board
- 7 Any increase in expenses with an offsetting increase in revenue Oversight Comm  
2/3 County Board
- 8 Any allocation from a department's fund balance Oversight Comm  
2/3 County Board
- 9 Any allocation from the County's General Fund Oversight Comm  
Admin Committee  
2/3 County Board

**Justification for Budget Change:**

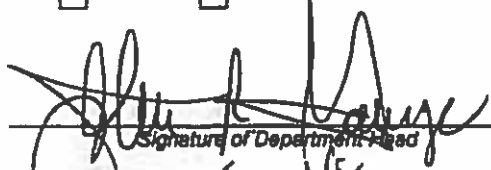
This 2017 budget request is to increase federal grant revenue and related grant expenses to participate in a Homeland Security ALERT EOD training grant (2016-HSW-10905) that provides funding for EOD Technicians from State Agencies to attend the 2017 International In-Service Training in Green Bay in June of 2017.

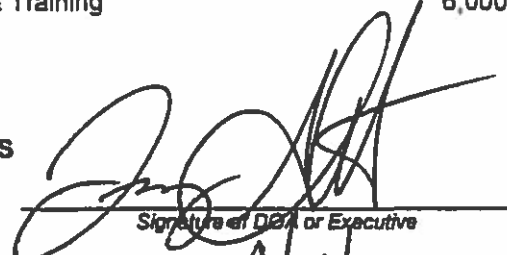
Fiscal Impact: \$6,000 – Increase revenue and offsetting increase expense

Amount: \$6,000 JRA

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.074.074.4301	Federal grant revenue	6,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.074.074.5340	Travel & Training	6,000
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

**AUTHORIZATIONS**

  
 Signature of Department Head  
 Department: Sheriff's Office  
 Date: 04/20/17

  
 Signature of DCA or Executive  
 Date: 4/24/17

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**2016 BALANCED BUDGET ADJUSTMENT**

WHEREAS, certain surpluses, overdrafts and shortfalls have developed in various departmental budgets for 2016; and

WHEREAS, these surpluses, overdrafts and shortfalls are the result of the following:

• **Clerk of Courts**

- Public charges and fees – These revenue accounts had a net deficit of (\$112,513), which was 10.6% below the budgeted amounts.
- Fines and forfeitures – These revenue accounts had a net surplus of \$64,934, which was 10.1% above the budgeted amounts.
- All other accounts had a net deficit of (\$13,065),

**Resulting in an appropriation needed of \$60,644.**

• **Medical Examiner**

- Professional services – This expense account had a net deficit of (\$221,302), which was 54.5% above the budgeted amounts.
- Wages and benefits – These expense accounts had a net deficit of (\$41,925), which was 15.1% above the budgeted amounts.
- Revenues – Revenues in total were \$6,571 above the budgeted amounts, which was only 0.7% above the budgeted amounts.
- All other expense accounts had a net surplus of \$55,952,

**Resulting in an appropriation needed of \$200,704.**

• **Museum**

- Public charges for services – These revenue accounts had a net deficit of (\$43,712), which was 25.4% below budgeted amounts.
- All other accounts had a net surplus of \$25,181,

**Resulting in an appropriation needed of \$18,531.**

• **Treasurer**

- Property tax interest and penalties – These revenue accounts had a net deficit of (\$333,869), which was 23.8% below budgeted amounts.
- Investment interest and market adjustments -- These revenue accounts had a net deficit of (\$264,303), which was 34.6% below budgeted amounts
- Tax deed related items – These revenues and expense accounts have a net surplus of \$24,554 as compared to budgeted amounts.

- Ag use conversion penalty – This revenue account has a surplus of \$35,752, which is 143.0% above budgeted amounts.
- All other accounts had a net deficit of (\$1,591),

**Resulting in an appropriation needed of \$539,457.**

- **UW Extension**

- The departmental deficit is (\$413), which is only 0.10% of the property tax levy for the department. No further analysis was completed related to the net deficit,

**Resulting in an appropriation needed of \$413.**

- **Community Programs**

- Expenses were (\$649,680) over budget, primarily due to increased mental health in-patient services for children, adolescents and adults, and higher than expected placements in foster care.
- Revenues were \$2,128,892 over budget, primarily due to higher than expected provider audit refunds, a favorable WI Medicaid Cost Reporting (WIMCR) settlement, and significantly higher case management and service revenues associated with mental health services for a net departmental surplus of \$1,479,212
- After taking the County Board action of 01-18-2017 into account to commit \$75,000 of fund balance for the 2017 budget, a total of \$630,805 remains available in fund balance for subsequent years expenditures,

**Resulting in an appropriation needed of zero.**

- **Community Treatment Center**

- Expenses were \$182,048 under budget, primarily due to staffing costs less than anticipated after previous budget adjustment based on higher than expected census in the hospital and Community Based Residential Facility (CBRF).
- Revenues were (\$1,049,781) under budget, primarily due to a prior year billing correction by the WI Department of Health Services, a revised fee structure for the CBRF, and an increased number of consumers without adequate funding in the hospital, for a net departmental deficit of (\$867,733).
- Including future year pension activity, Community Treatment Center has an unrestricted fund equity balance of \$909,383,

**Resulting in an appropriation needed of \$867,733; and**

WHEREAS, it is necessary to make appropriations to cover these various departmental deficits in order to balance these budgets for the past year; and

WHEREAS, the County Board increased the Sheriff's budget levy by \$616,445 in 2016, and by \$890,344 in 2017, and the Sheriff currently has a budget of \$38,640,767; and

WHEREAS, the Sheriff indicates there remains a need for an additional \$8,500 in his 2016 budget for squad camera purchases.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that there be appropriated from the General Fund and placed in the 2016 departmental budget the following amounts:

<u>Department</u>	<u>Amount</u>
Clerk of Circuit Court	\$ 60,644
Medical Examiner	\$ 200,704
Museum	\$ 18,531
UW Extension	\$ 413; and

BE IT FURTHER RESOLVED by the Brown County Board of Supervisors that the following department recognized a shortfall in its appropriation to the General Fund in 2016:

<u>Department</u>	<u>Amount</u>
Treasurer	\$539,457; and

BE IT FURTHER RESOLVED by the Brown County Board of Supervisors that there be appropriated from the Community Treatment Center fund and placed in the 2016 departmental budget the following amount:

<u>Department/Fund</u>	<u>Amount</u>
Community Treatment Center	\$867,733; and

BE IT FURTHER RESOLVED by the Brown County Board of Supervisors that the amount of \$8,500 shall be transferred from the General Fund Unassigned Fund Balance and shall increase the Sheriff's Office 2017 budget by \$8,500 for squad camera purchases.

<u>Department/Fund</u>	<u>Amount</u>
Sheriff	\$8,500

Respectfully submitted,

ADMINISTRATION COMMITTEE  
EDUCATION & RECREATION  
COMMITTEE  
EXECUTIVE COMMITTEE  
HUMAN SERVICES COMMITTEE  
PLANNING, DEVELOPMENT &  
TRANSPORTATION COMMITTEE  
PUBLIC SAFETY COMMITTEE

Approved By:

\_\_\_\_\_  
Troy Streckenbach,  
COUNTY EXECUTIVE

Date Signed: \_\_\_\_\_

Authored by: Administration

Final Draft Approved by Corporation Counsel

*Fiscal Note: This Resolution requires an appropriation from the General Fund as outlined in the resolution. As of 4-14-2017, the General Fund decreased from 2015 to 2016 by \$512,756 (unaudited). The Unassigned General Fund Balance as of the same date is \$24,503,429 (unaudited), so sufficient funds are available to transfer to the Sheriff's Office.*

BOARD OF SUPERVISORS ROLL CALL # \_\_\_\_\_

\_\_\_\_\_  
Motion made by Supervisor \_\_\_\_\_

Seconded by Supervisor \_\_\_\_\_

SUPERVISORS	DIST.	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST.	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast \_\_\_\_\_

Motion: Adopted \_\_\_\_\_ Defeated \_\_\_\_\_ Tabled \_\_\_\_\_



305 E. WALNUT STREET  
P.O. BOX 23600  
GREEN BAY, WI 54305-3600

CHAD WEININGER

PHONE (920) 448-4037 FAX (920) 448-4036 WEB: www.co.brown.wi.us

DIRECTOR

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

**DATE:** April 18, 2017  
**REQUEST TO:** Administration, Education & Recreation, Executive, Human Services, Planning, Development & Transportation, Public Safety Committee  
**MEETING DATES:** May 3, April 27, May 8, April 26, April 24, and May 3, 2017  
**REQUEST FROM:** Chad Weininger  
Department of Administration Director  
**REQUEST TYPE:**  New resolution  Revision to resolution  
 New ordinance  Revision to ordinance

**TITLE:** 2016 Budget Overdraft and Shortfall Appropriations

**ISSUE/BACKGROUND INFORMATION:**

Attached is the resolution to appropriate additional funds for 2016 departmental budgetary shortfall.

- The following departments require additional appropriations from the General Fund to cover the deficits.
  - o Clerk of Circuit Court
  - o Medical Examiner
  - o Museum
  - o UW Extension
- The County Treasurer will recognize a shortfall in appropriations to the General Fund.
- Community Treatment Center requires an additional appropriation from its respective fund balance to cover the deficit.
- The Sheriff's department needs an additional \$8,500 to complete a 2016 project.

**ACTION REQUESTED:**

Please approve the attached resolution to authorize additional appropriations for 2016 overdrafts and shortfalls.

**FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact?  Yes  No
  - a. If yes, what is the amount of the impact? See Attached Resolution
  - b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_
  - c. Is it currently budgeted?  Yes  No
    1. If yes, in which account? \_\_\_\_\_
    2. If no, how will the impact be funded? \_\_\_\_\_

**COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

May 17, 2017

TO: THE HONORABLE CHAIRMAN AND MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**INITIAL RESOLUTIONS AUTHORIZING THE ISSUANCE OF NOT TO  
EXCEED \$9,525,000 GENERAL OBLIGATION CORPORATE PURPOSE  
BONDS OF BROWN COUNTY, WISCONSIN IN ONE OR MORE SERIES AT  
ONE OR MORE TIMES**

General Obligation Bonds  
In an Amount Not to Exceed  
\$6,930,000

BE IT RESOLVED, by the County Board of Supervisors of Brown County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, General Obligation Bonds in an amount not to exceed \$6,808,958 for the purpose of paying the costs of highway improvements, including but not limited to CTH D (Hickory Road to Barrington Drive); CTH D (High Street to Hickory Road); CTH HS (Glendale Avenue to CTH B); CTH J (CTH M to Harbor Lights Road); and CTH Y (Shady Road to Old 29); and up to \$121,042 in associated debt issuance expenses for a total not to exceed \$6,930,000.

BE IT FURTHER RESOLVED, by the Board of Supervisors of Brown County, Wisconsin, that change orders in excess of \$10,000 or 25% of the contract price, whichever is less, for such highway improvement projects shall be submitted to the appropriate oversight committee of the Board of Supervisors of Brown County for prior approval.

Initial Resolution Authorizing  
General Obligation Bonds  
In an Amount Not to Exceed  
\$1,780,000

BE IT RESOLVED by the County Board of Supervisors of Brown County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, General Obligation Bonds in an amount not to exceed \$1,750,000 for the purpose of paying costs for renovation of the courthouse building, including but not limited to the courthouse dome replacement project, and up to \$30,000 in associated debt issuance expenses for a total not to exceed \$1,780,000.

BE IT FURTHER RESOLVED, by the Board of Supervisors of Brown County, Wisconsin, that change orders in excess of \$10,000 or 25% of the contract price,

whichever is less, for such courthouse renovation project shall be submitted to the appropriate oversight committee of the Board of Supervisors of Brown County for prior approval.

Initial Resolution Authorizing  
General Obligation Bonds  
In an Amount Not to Exceed  
\$815,000

BE IT RESOLVED by the County Board of Supervisors of Brown County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, General Obligation Bonds in an amount not to exceed \$800,000 for the purpose of paying costs for planning, design and engineering services for the development of the approximately 55,000 gross square foot Brown County STEM Innovation Center, and up to \$15,000 in associated debt issuance expenses for a total not to exceed \$815,000.

BE IT FURTHER RESOLVED by the Board of Supervisors of Brown County, Wisconsin, that change orders in excess of \$10,000 or 25% of the contract price, whichever is less, for such Brown County STEM Innovation Center project shall be submitted to the appropriate oversight committee of the Board of Supervisors of Brown County for prior approval.

BE IT FURTHER RESOLVED that in the event the cost of any project authorized herein is less than the amount for such project authorized by these Initial Resolutions, the excess funds may be reallocated to one or more of the projects authorized herein; provided, however, that the aggregate bond amount of all projects authorized herein may not exceed \$9,525,000.

BE IT FURTHER RESOLVED by the County Board of Supervisors of Brown County, Wisconsin, that the bonds shall be offered for public sale. At a subsequent meeting, the County Board of Supervisors shall consider such bids for the bonds as may have been received and take action thereon.

BE IT FURTHER RESOLVED by the County Board of Supervisors of Brown County, Wisconsin, that the Finance Director (in consultation with the County's financial advisor) shall also cause Official Notices of Sale to be prepared and distributed and may prepare or cause to be prepared and distributed Preliminary Official Statements or other forms of offering circulars.

BE IT FURTHER RESOLVED by the County Board of Supervisors of Brown County, Wisconsin, that the County shall make expenditures as needed from its funds on hand to pay the costs of the above-approved projects until bond proceeds which may be issued in the maximum principal amount of \$9,525,000 become available. The County hereby officially declares its intent under Treasury Regulation Section 1.150-2 to reimburse said expenditures with proceeds of the bonds.

Adopted: May 17, 2017

Respectfully submitted,  
BROWN COUNTY BOARD OF SUPERVISORS

ADMINISTRATION COMMITTEE

EXECUTIVE COMMITTEE

PLANNING, DEVELOPMENT &  
TRANSPORTATION COMMITTEE

*Fiscal Note: This resolution does not require an appropriation from the general fund. \$117,440 was included in the 2017 Debt Service budget for the interest payment on this bond.*

APPROVED BY:

---

Troy Streckenbach  
Brown County Executive

---

Date Signed:

## SOURCES AND USES OF FUNDS

Brown County, WI  
 GO. Corporate Purpose Bonds, Series 2017A (POS)  
 Initial Resolutions May 17, 2017. Award Resolution June 21, 2017.  
 DRAFT

Dated Date	07/12/2017
Delivery Date	07/12/2017

## Sources:

<b>Bond Proceeds:</b>	
Par Amount	9,525,000.00
<hr/>	
	9,525,000.00
<hr/> <hr/>	

## Uses:

<b>Project Fund Deposits:</b>	
Highway and Bridges	6,808,958.00
Courthouse Dome Replacement	1,750,000.00
STEM Innovation Center	800,000.00
	<hr/> 9,358,958.00
 <b>Delivery Date Expenses:</b>	
Cost of Issuance	44,050.00
Underwriter's Discount	119,062.50
	<hr/> 163,112.50
 <b>Other Uses of Funds:</b>	
Additional Proceeds	2,929.50
	<hr/> 9,525,000.00
<hr/> <hr/>	

## BOND DEBT SERVICE

Brown County, WI  
 GO. Corporate Purpose Bonds, Series 2017A (POS)  
 Initial Resolutions May 17, 2017. Award Resolution June 21, 2017.  
 DRAFT

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
11/01/2017			86,189.48	86,189.48	86,189.48
05/01/2018			142,331.25	142,331.25	
11/01/2018	260,000	2.000%	142,331.25	402,331.25	544,662.50
05/01/2019			139,731.25	139,731.25	
11/01/2019	255,000	2.000%	139,731.25	394,731.25	534,462.50
05/01/2020			137,181.25	137,181.25	
11/01/2020	265,000	2.000%	137,181.25	402,181.25	539,362.50
05/01/2021			134,531.25	134,531.25	
11/01/2021	270,000	2.000%	134,531.25	404,531.25	539,062.50
05/01/2022			131,831.25	131,831.25	
11/01/2022	270,000	3.000%	131,831.25	401,831.25	533,662.50
05/01/2023			127,781.25	127,781.25	
11/01/2023	285,000	3.000%	127,781.25	412,781.25	540,562.50
05/01/2024			123,506.25	123,506.25	
11/01/2024	290,000	3.000%	123,506.25	413,506.25	537,012.50
05/01/2025			119,156.25	119,156.25	
11/01/2025	300,000	3.000%	119,156.25	419,156.25	538,312.50
05/01/2026			114,656.25	114,656.25	
11/01/2026	570,000	3.000%	114,656.25	684,656.25	799,312.50
05/01/2027			106,106.25	106,106.25	
11/01/2027	590,000	3.000%	106,106.25	696,106.25	802,212.50
05/01/2028			97,256.25	97,256.25	
11/01/2028	605,000	3.000%	97,256.25	702,256.25	799,512.50
05/01/2029			88,181.25	88,181.25	
11/01/2029	625,000	3.000%	88,181.25	713,181.25	801,362.50
05/01/2030			78,806.25	78,806.25	
11/01/2030	645,000	3.000%	78,806.25	723,806.25	802,612.50
05/01/2031			69,131.25	69,131.25	
11/01/2031	665,000	3.000%	69,131.25	734,131.25	803,262.50
05/01/2032			59,156.25	59,156.25	
11/01/2032	680,000	3.000%	59,156.25	739,156.25	798,312.50
05/01/2033			48,956.25	48,956.25	
11/01/2033	705,000	3.000%	48,956.25	753,956.25	802,912.50
05/01/2034			38,381.25	38,381.25	
11/01/2034	725,000	3.250%	38,381.25	763,381.25	801,762.50
05/01/2035			26,600.00	26,600.00	
11/01/2035	745,000	3.500%	26,600.00	771,600.00	798,200.00
05/01/2036			13,562.50	13,562.50	
11/01/2036	775,000	3.500%	13,562.50	788,562.50	802,125.00
	9,525,000		3,679,876.98	13,204,876.98	13,204,876.98

**DRAFT April 14, 2017**



# **Brown County, Wisconsin**

## **Pre-Sale Presentation**

**\$9,525,000 General Obligation Corporate Purpose Bonds, Series 2017A**

**Presented on May 17, 2017**

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PFM Financial  
Advisors LLC

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115 South 84<sup>th</sup> Street  
Suite 315  
Milwaukee, WI 53214

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414-771-2700  
[pfm.com](http://pfm.com)

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## 2017 Capital Projects Borrowing

The proposed 2017A Bonds have three components: (i) highway improvements and bridge repairs, (ii) courthouse dome repair, and (iii) STEM Building design. All will be amortized over 20 years.

Project	Project Cost	Estimated Expenses	Bonding Amount
Highway & Bridges	6,808,958	121,042	6,930,000
Dome	1,750,000	30,000	1,780,000
STEM Building	800,000	15,000	815,000
	9,358,958	166,042	9,525,000

A portion of the County's 2017 Capital Improvement Plan (CIP) has already been borrowed for with last year's \$1,970,000 G.O. Notes, Series 2016B. The 2016B Notes financed a jail video surveillance system, jail WRC intercom system replacement, and land information and tax collection system replacement.

Moving this portion of the 2017 CIP into 2016 was done in order to stay below the \$10.0 million annual limit required for debt issues to maintain IRS "Bank Qualification" status.



# 2017 Capital Projects Borrowing

Below is the total estimated debt service associated with the County's 2017 CIP. The combined debt service for the 2016B and 2017A issues is structured as level annual payments of approximately \$800,000. The average rate on the 2017A Bonds is estimated at approximately 3.2%

Year	Actual		Estimate		Total - 2017 CIP Borrowings		
	2016B Notes		2017A Bonds		Total - 2016B & 2017A		
	Principal	Interest	Principal	Interest	Principal	Interest	Total
2017	230,000	26,046	--	86,189	230,000	112,235	342,235
2018	240,000	24,338	260,000	284,663	500,000	309,000	809,000
2019	240,000	21,938	255,000	279,463	495,000	301,400	796,400
2020	245,000	18,938	265,000	274,363	510,000	293,300	803,300
2021	250,000	15,875	270,000	269,063	520,000	284,938	804,938
2022	250,000	12,125	270,000	263,663	520,000	275,788	795,788
2023	255,000	8,375	285,000	255,563	540,000	263,938	803,938
2024	260,000	4,550	290,000	247,013	550,000	251,563	801,563
2025	--	--	300,000	238,313	300,000	238,313	538,313
2026	--	--	570,000	229,313	570,000	229,313	799,313
2027	--	--	590,000	212,213	590,000	212,213	802,213
2028	--	--	605,000	194,513	605,000	194,513	799,513
2029	--	--	625,000	176,363	625,000	176,363	801,363
2030	--	--	645,000	157,613	645,000	157,613	802,613
2031	--	--	665,000	138,263	665,000	138,263	803,263
2032	--	--	680,000	118,313	680,000	118,313	798,313
2033	--	--	705,000	97,913	705,000	97,913	802,913
2034	--	--	725,000	76,763	725,000	76,763	801,763
2035	--	--	745,000	53,200	745,000	53,200	798,200
2036	--	--	775,000	27,125	775,000	27,125	802,125
<b>Total</b>	<b>1,970,000</b>	<b>132,183</b>	<b>9,525,000</b>	<b>3,679,877</b>	<b>11,495,000</b>	<b>3,812,060</b>	<b>15,307,060</b>



## Existing Debt by Issue

The County's existing debt as of January 1, 2017 is presented below. Notice the 2008B Bonds that can be refinanced for savings this Fall, and the four (4) "AMT" debt issues that are paid by the Airport.

Date of Issue	Obligation	Amount Issued	Final Maturity	Interest Rates Outstanding	Principal Outstanding	Call Date
03/01/2008	Bonds, Series 2008B	\$ 26,200,000	11/01/2027	3.75% - 5.00%	\$ 21,255,000	11/01/2017
04/01/2008	Bonds, Series 2008C	14,950,000	11/01/2018	4.00%	2,700,000	11/01/2016
06/01/2009	Bonds, Series 2009A (BABs)	13,475,000	11/01/2028	4.25% - 5.50%	10,880,000	11/01/2019
07/01/2010	Notes, Series 2010A	15,615,000	11/01/2019	2.75% - 3.25%	5,220,000	None
07/01/2010	Bonds, Series 2010B (BABs)	5,600,000	11/01/2029	4.25% - 5.75%	5,600,000	11/01/2019
12/01/2010	Bonds, Series 2010C (BABs)	4,750,000	11/01/2029	2.625% - 5.20%	3,440,000	11/01/2019
05/01/2011	Bonds, Series 2011A	10,440,000	11/01/2030	3.00% - 4.375%	9,130,000	11/01/2020
06/01/2012	Bonds, Series 2012A	9,215,000	11/01/2031	2.00% - 2.45%	7,260,000	11/01/2021
10/10/2012	Bonds, Series 2012B (AMT)	3,810,000	11/01/2021	2.00% - 2.25%	2,205,000	None
10/10/2012	Bonds, Series 2012C	3,225,000	11/01/2017	2.00%	490,000	None
06/05/2013	Bonds, Series 2013A	6,460,000	11/01/2032	2.00% - 3.00%	6,000,000	11/01/2022
10/09/2013	Bonds, Series 2013B	1,905,000	11/01/2018	2.00%	785,000	None
10/09/2013	Bonds, Series 2013C (AMT)	3,715,000	11/01/2022	3.00% - 4.00%	2,605,000	None
10/9/2013	Bonds, Series 2013D	9,060,000	11/01/2022	2.00% - 3.20%	6,805,000	None
06/11/2014	Bonds, Series 2014A	5,665,000	11/01/2033	2.00% - 3.30%	5,165,000	11/01/2023
11/30/2014	Bonds, Series 2014B	2,330,000	11/01/2019	2.00%	1,415,000	None
11/30/2014	Bonds, Series 2014C (AMT)	4,575,000	11/01/2023	2.00% - 3.00%	3,620,000	None
06/09/2015	Bonds, Series 2015A	7,565,000	11/01/2034	2.00% - 3.00%	7,095,000	11/01/2024
10/07/2015	Bonds, Series 2015B	3,670,000	11/01/2020	2.00%	2,415,000	None
10/07/2015	Bonds, Series 2015C (AMT)	2,875,000	11/01/2024	3.00%	2,665,000	None
07/01/2016	Bonds, Series 2016A	7,135,000	11/01/2035	2.00% - 2.35%	7,135,000	11/01/2025
11/09/2016	Notes, Series 2016B	1,970,000	11/01/2024	1.00% - 1.75%	1,970,000	None
11/09/2016	Bonds, Series 2016C	5,750,000	11/01/2022	2.00% - 3.00%	5,750,000	None
	Total				<u>\$ 121,605,000</u>	



# Existing P&I by Repayment Source

The County's existing principal and interest schedule by repayment source is presented below. Levy supported debt service is reduced by IRS BAB rebates associated with bond issues from 2009 & 2010.

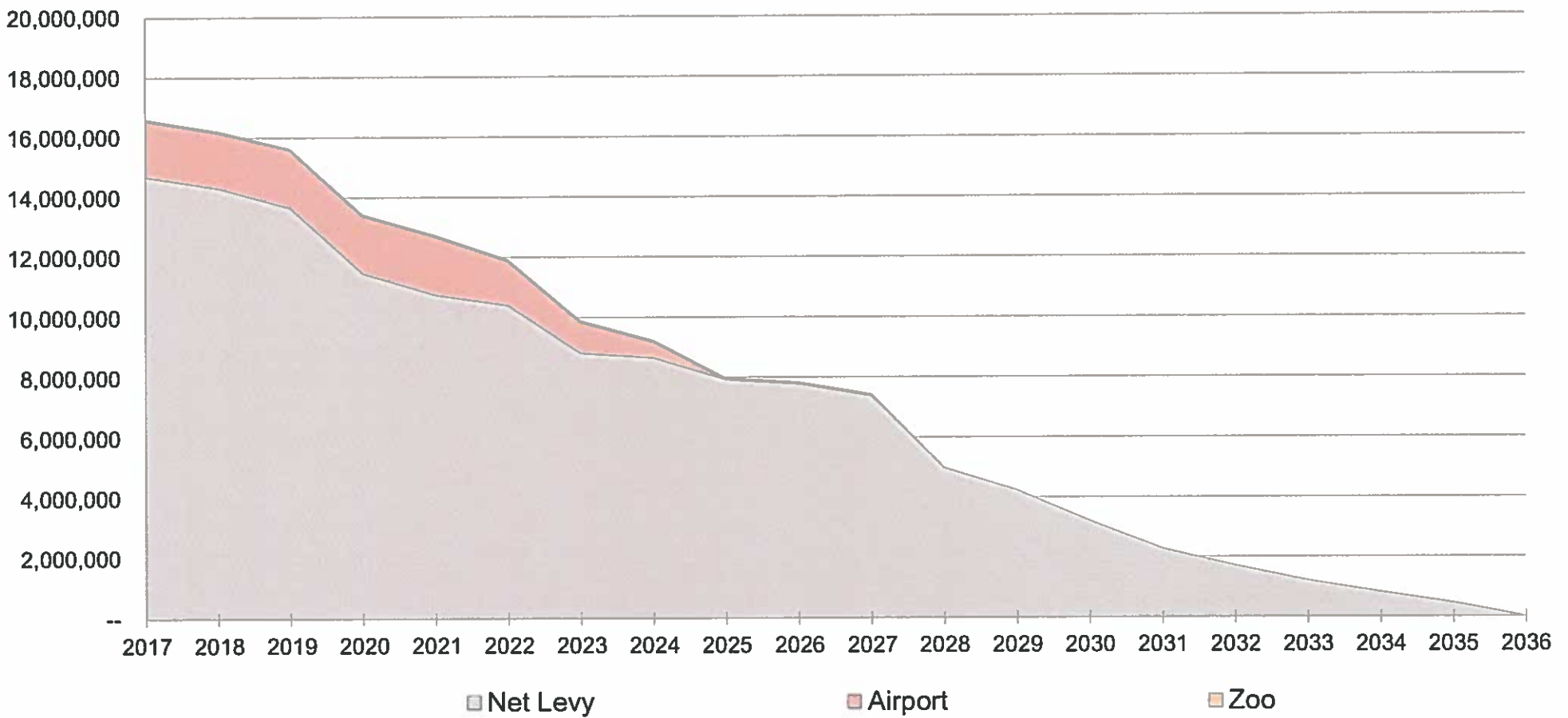
Year	Levy Supported			Airport Supported		Zoo Supported		Total		
	Principal	Interest	BAB Rebate	Principal	Interest	Principal	Interest	Principal	Interest	Total
2017	11,160,000	3,852,425	(315,821)	1,540,000	311,050	35,000	25,525	12,735,000	4,189,000	16,924,000
2018	11,054,000	3,570,446	(309,469)	1,560,000	273,950	36,000	24,188	12,650,000	3,868,584	16,518,584
2019	10,728,000	3,231,896	(297,709)	1,670,000	236,350	37,000	22,413	12,435,000	3,490,659	15,925,659
2020	8,848,000	2,886,098	(269,821)	1,710,000	195,650	42,000	20,588	10,600,000	3,102,336	13,702,336
2021	8,415,000	2,584,611	(249,369)	1,770,000	144,350	45,000	18,510	10,230,000	2,747,471	12,977,471
2022	8,339,000	2,287,431	(228,351)	1,360,000	90,100	46,000	16,260	9,745,000	2,393,791	12,138,791
2023	7,018,000	1,985,524	(206,006)	980,000	44,550	47,000	13,960	8,045,000	2,044,034	10,089,034
2024	7,115,000	1,707,698	(173,730)	505,000	15,150	50,000	11,598	7,670,000	1,734,446	9,404,446
2025	6,632,000	1,420,386	(141,494)	--	--	53,000	9,070	6,685,000	1,429,456	8,114,456
2026	6,736,000	1,140,844	(109,850)	--	--	54,000	6,375	6,790,000	1,147,219	7,937,219
2027	6,593,000	854,334	(78,602)	--	--	57,000	3,630	6,650,000	857,964	7,507,964
2028	4,447,000	573,335	(48,002)	--	--	13,000	715	4,460,000	574,050	5,034,050
2029	3,850,000	397,625	(17,854)	--	--	--	--	3,850,000	397,625	4,247,625
2030	2,955,000	255,895	--	--	--	--	--	2,955,000	255,895	3,210,895
2031	2,120,000	164,570	--	--	--	--	--	2,120,000	164,570	2,284,570
2032	1,600,000	108,228	--	--	--	--	--	1,600,000	108,228	1,708,228
2033	1,145,000	62,853	--	--	--	--	--	1,145,000	62,853	1,207,853
2034	790,000	30,975	--	--	--	--	--	790,000	30,975	820,975
2035	450,000	10,575	--	--	--	--	--	450,000	10,575	460,575
2036	--	--	--	--	--	--	--	--	--	--
	109,995,000	27,125,748	(2,446,078)	11,095,000	1,311,150	515,000	172,832#	121,605,000	28,609,730	150,214,730



# Total Existing Debt Service Graph

Below is a graph of the County's total existing debt service obligations allocated between net levy-supported, airport and a small portion for the zoo (which is nearly imperceptible at this scale).

## Total Existing Debt Service

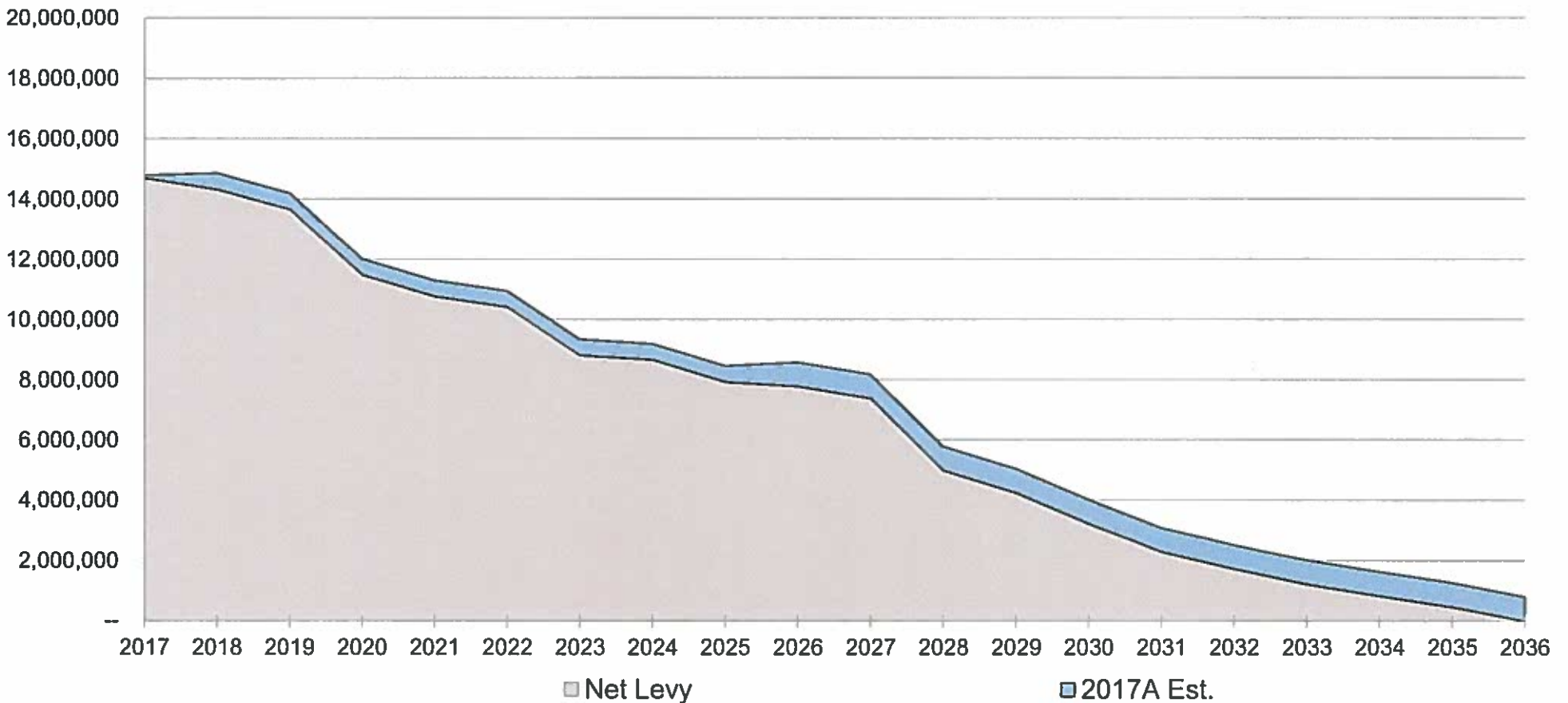




# Levy Supported – Existing and 2017A Bonds

Below is a projection of the County's net levy-supported debt service with the addition of the 2017A Bonds.

## Net Levy-Supported (Existing and 2017A Bonds)





# Proposed Schedule

Below is the proposed schedule for the County's General Obligation Corporate Purpose Bonds, Series 2017A

Action	Date
✓ Planning, Development & Transportation Committee (moves resolutions forward)	April 24, 2017
✓ Administration Committee (moves resolutions forward)	May 3, 2017
✓ Executive Committee (moves resolutions forward)	May 8, 2017
Board approves 2017A Initial Authorizing Resolutions	May 17, 2017
Rating Call with Moody's	June 5, 2017
Rating received from Moody's	June 13, 2017
Preliminary Official Statement distributed to potential bidders	June 14, 2017
Day of Sale - Board awards 2017A Bonds to the best bidder	June 21, 2017
Closing - money is wired to the County	July 12, 2017

### Brown County Clerk Budget Status Report

Rev. 4/17/17

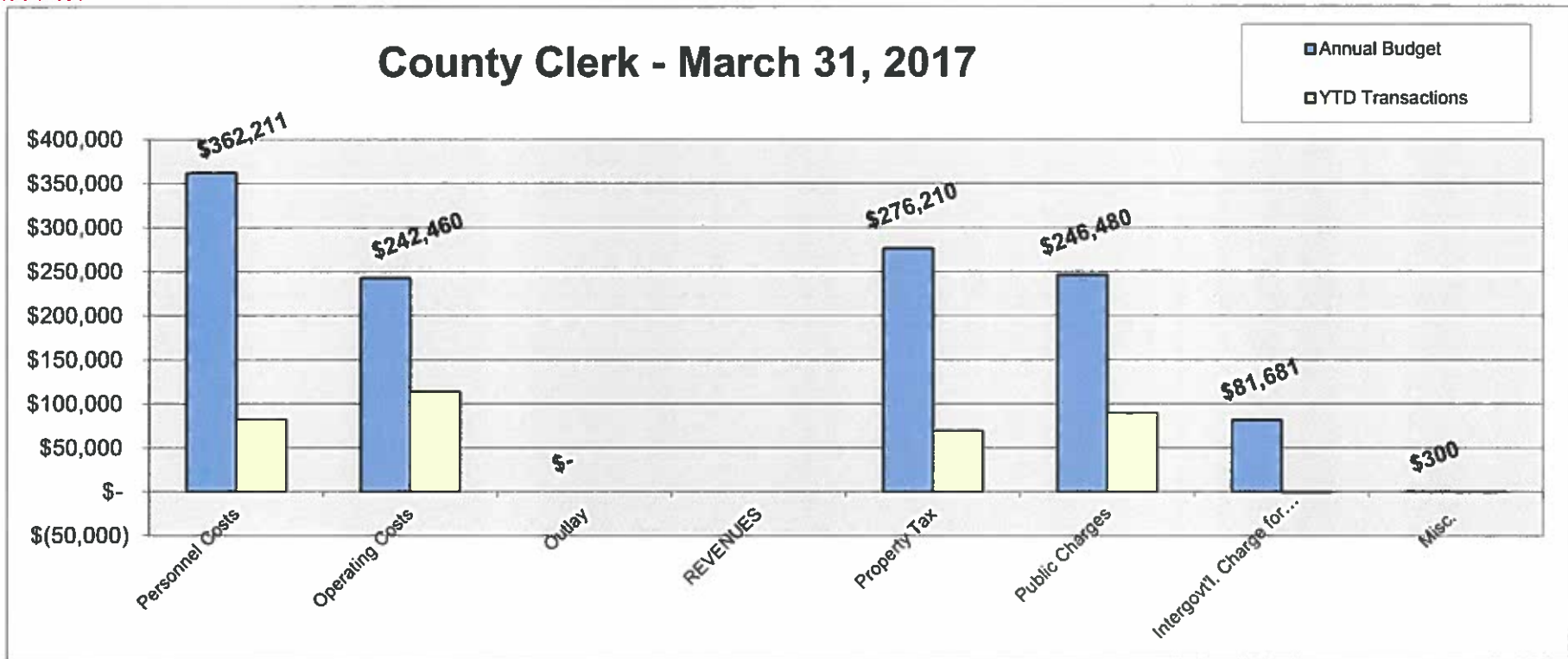
### HIGHLIGHTS - January- March Percent of Fiscal Year (25%)

March 31, 2017	Annual	YTD	YTD %
EXPENDITURES	Budget	Transactions	Budget
Personnel Costs	\$ 362,211	\$ 82,155	23%
Operating Costs	\$ 242,460	\$ 113,447	47%
Outlay	\$ -	\$ -	#DIV/0!
REVENUES			
Property Tax	\$ 276,210	\$ 69,053	25%
Public Charges	\$ 246,480	\$ 89,333	36%
Intergov'tl. Charge for Serv.	\$ 81,681	\$ (84)	0%
Misc.	\$ 300	\$ 60	20%
Transfer in HR	\$ -	\$ -	

Expenditures: Operating costs are high due to purchases for passport supplies and Electionware Software maintenance and licensing fees.

Revenues: Revenues are high due to passport sales.

Unaudited





# County Clerk Unaudited Monthly Budget Report

Date Range 01/01/17 - 03/31/17

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
<b>Fund 100 - General Fund</b>									
<b>REVENUE</b>									
Department 019 - County Clerk									
Property taxes									
4100	General property taxes	276,210.00	.00	276,210.00	23,017.50	.00	69,052.50	207,157.50	25
<i>Property taxes Totals</i>		<b>\$276,210.00</b>	<b>\$0.00</b>	<b>\$276,210.00</b>	<b>\$23,017.50</b>	<b>\$0.00</b>	<b>\$69,052.50</b>	<b>\$207,157.50</b>	<b>25%</b>
Intergov Revenue									
4700	Intergovt charges	81,681.00	.00	81,681.00	.00	.00	(83.98)	81,764.98	0
<i>Intergov Revenue Totals</i>		<b>\$81,681.00</b>	<b>\$0.00</b>	<b>\$81,681.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$83.98)</b>	<b>\$81,764.98</b>	<b>0%</b>
Public Charges									
4400.194	Permits Work permit	3,500.00	.00	3,500.00	212.50	.00	407.50	3,092.50	12
4400.195	Permits Alarm permits	25,900.00	.00	25,900.00	590.00	.00	10,110.00	15,790.00	39
4401.192	Licenses Marriage License	94,950.00	.00	94,950.00	3,800.00	.00	11,320.00	83,630.00	12
4401.194	Licenses Dog	4,500.00	.00	4,500.00	.00	.00	.00	4,500.00	0
4600.190	Charges and fees Passport	116,900.00	.00	116,900.00	19,098.76	.00	67,371.91	49,528.09	58
4601.012	Sales Copy machine use	205.00	.00	205.00	.00	.00	.00	205.00	0
4601.196	Sales Directory	375.00	.00	375.00	.00	.00	23.81	351.19	6
4609	Miscellaneous public charges	150.00	.00	150.00	.00	.00	100.00	50.00	67
<i>Public Charges Totals</i>		<b>\$246,480.00</b>	<b>\$0.00</b>	<b>\$246,480.00</b>	<b>\$23,701.26</b>	<b>\$0.00</b>	<b>\$89,333.22</b>	<b>\$157,146.78</b>	<b>36%</b>
Miscellaneous Revenue									
4900	Miscellaneous	300.00	.00	300.00	30.00	.00	60.00	240.00	20
<i>Miscellaneous Revenue Totals</i>		<b>\$300.00</b>	<b>\$0.00</b>	<b>\$300.00</b>	<b>\$30.00</b>	<b>\$0.00</b>	<b>\$60.00</b>	<b>\$240.00</b>	<b>20%</b>
Department 019 - County Clerk Totals		<b>\$604,671.00</b>	<b>\$0.00</b>	<b>\$604,671.00</b>	<b>\$46,748.76</b>	<b>\$0.00</b>	<b>\$158,361.74</b>	<b>\$446,309.26</b>	<b>26%</b>
<b>REVENUE TOTALS</b>		<b>\$604,671.00</b>	<b>\$0.00</b>	<b>\$604,671.00</b>	<b>\$46,748.76</b>	<b>\$0.00</b>	<b>\$158,361.74</b>	<b>\$446,309.26</b>	<b>26%</b>
<b>EXPENSE</b>									
Department 019 - County Clerk									
Personnel Costs									
5100	Regular earnings	266,453.00	.00	266,453.00	19,894.85	.00	58,297.12	208,155.88	22
5100.998	Regular earnings Budget only	6,677.00	.00	6,677.00	.00	.00	.00	6,677.00	0
5102.100	Paid leave earnings Vacation	.00	.00	.00	495.15	.00	2,428.17	(2,428.17)	+++
5102.200	Paid leave earnings Personal	.00	.00	.00	206.61	.00	881.95	(881.95)	+++
5102.300	Paid leave earnings Casual time used	.00	.00	.00	.00	.00	90.44	(90.44)	+++
5102.500	Paid leave earnings Holiday	.00	.00	.00	.00	.00	701.76	(701.76)	+++
5103.000	Premium Overtime	4,500.00	.00	4,500.00	47.09	.00	884.05	3,615.95	20
5110.100	Fringe benefits FICA	19,536.00	.00	19,536.00	1,547.85	.00	4,748.42	14,787.58	24
5110.110	Fringe benefits Unemployment compensation	530.00	.00	530.00	39.48	.00	119.64	410.36	23
5110.200	Fringe benefits Health insurance	37,876.00	.00	37,876.00	1,590.93	.00	7,954.65	29,921.35	21
5110.210	Fringe benefits Dental Insurance	3,358.00	.00	3,358.00	139.94	.00	699.70	2,658.30	21
5110.220	Fringe benefits Life Insurance	430.00	.00	430.00	.00	.00	71.74	358.26	17
5110.230	Fringe benefits LT disability insurance	1,390.00	.00	1,390.00	117.40	.00	352.20	1,037.80	25
5110.235	Fringe benefits Disability insurance	2,055.00	.00	2,055.00	171.25	.00	513.75	1,541.25	25



# County Clerk Unaudited Monthly Budget Report

Date Range 01/01/17 - 03/31/17

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
Fund 100 - General Fund									
<b>EXPENSE</b>									
Department 019 - County Clerk									
<i>Personnel Costs</i>									
5110.240	Fringe benefits Workers compensation insurance	481.00	.00	481.00	40.00	.00	120.00	361.00	25
5110.300	Fringe benefits Retirement	18,351.00	.00	18,351.00	1,399.99	.00	4,291.90	14,059.10	23
5198	Fringe benefits - Budget only	574.00	.00	574.00	.00	.00	.00	574.00	0
<i>Personnel Costs Totals</i>		<b>\$362,211.00</b>	<b>\$0.00</b>	<b>\$362,211.00</b>	<b>\$25,690.54</b>	<b>\$0.00</b>	<b>\$82,155.49</b>	<b>\$280,055.51</b>	<b>23%</b>
<i>Operating Expenses</i>									
5300.001	Supplies Office	10,500.00	.00	10,500.00	291.13	.00	3,715.83	6,784.17	35
5300.004	Supplies Postage	9,155.00	.00	9,155.00	1,001.96	.00	3,062.98	6,092.02	33
5304	Printing	700.00	.00	700.00	.00	.00	.00	700.00	0
5304.100	Printing Forms	15,500.00	.00	15,500.00	.00	.00	.00	15,500.00	0
5305	Dues and memberships	425.00	.00	425.00	.00	.00	314.00	111.00	74
5306.100	Maintenance agreement Software	27,258.00	.00	27,258.00	.00	.00	54,488.45	(27,230.45)	200
5307.100	Repairs and maintenance Equipment	20,950.00	.00	20,950.00	.00	.00	533.33	20,416.67	3
5310	Advertising and public notice	21,000.00	.00	21,000.00	2,782.88	.00	6,255.06	14,744.94	30
5330	Books, periodicals, subscription	782.00	.00	782.00	.00	.00	57.00	725.00	7
5340	Travel and training	7,800.00	.00	7,800.00	672.65	.00	3,222.23	4,577.77	41
5370	Support Services	5,355.00	.00	5,355.00	.00	.00	.00	5,355.00	0
5410.400	Insurance Bond	83.00	.00	83.00	.00	.00	100.00	(17.00)	120
5505	Telephone	600.00	.00	600.00	37.01	.00	89.09	510.91	15
5600	Indirect cost	54,377.00	.00	54,377.00	4,531.00	.00	13,593.00	40,784.00	25
5601.100	Intra-county expense Technology services	38,148.00	.00	38,148.00	7,265.53	.00	16,778.37	21,369.63	44
5601.200	Intra-county expense Insurance	1,642.00	.00	1,642.00	137.00	.00	411.00	1,231.00	25
5601.400	Intra-county expense Copy center	18,000.00	.00	18,000.00	6,421.44	.00	10,359.49	7,640.51	58
5601.450	Intra-county expense Departmental copiers	1,642.00	.00	1,642.00	136.83	.00	410.49	1,231.51	25
5601.550	Intra-county expense Document center	243.00	.00	243.00	11.19	.00	56.28	186.72	23
5708	Professional services	8,300.00	.00	8,300.00	.00	.00	.00	8,300.00	0
<i>Operating Expenses Totals</i>		<b>\$242,460.00</b>	<b>\$0.00</b>	<b>\$242,460.00</b>	<b>\$23,288.62</b>	<b>\$0.00</b>	<b>\$113,446.60</b>	<b>\$129,013.40</b>	<b>47%</b>
Department 019 - County Clerk Totals		<b>\$604,671.00</b>	<b>\$0.00</b>	<b>\$604,671.00</b>	<b>\$48,979.16</b>	<b>\$0.00</b>	<b>\$195,602.09</b>	<b>\$409,068.91</b>	<b>32%</b>
<b>EXPENSE TOTALS</b>		<b>\$604,671.00</b>	<b>\$0.00</b>	<b>\$604,671.00</b>	<b>\$48,979.16</b>	<b>\$0.00</b>	<b>\$195,602.09</b>	<b>\$409,068.91</b>	<b>32%</b>
Fund 100 - General Fund Totals									
<b>REVENUE TOTALS</b>		<b>604,671.00</b>	<b>.00</b>	<b>604,671.00</b>	<b>46,748.76</b>	<b>.00</b>	<b>158,361.74</b>	<b>446,309.26</b>	<b>26%</b>
<b>EXPENSE TOTALS</b>		<b>604,671.00</b>	<b>.00</b>	<b>604,671.00</b>	<b>48,979.16</b>	<b>.00</b>	<b>195,602.09</b>	<b>409,068.91</b>	<b>32%</b>
Fund 100 - General Fund Totals		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$2,230.40)</b>	<b>\$0.00</b>	<b>(\$37,240.35)</b>	<b>\$37,240.35</b>	
Fund 802 - Dog License									
<b>REVENUE</b>									
<i>Public Charges</i>									
4401	Licenses	8,000.00	.00	8,000.00	.00	.00	.00	8,000.00	0



# County Clerk Unaudited Monthly Budget Report

Date Range 01/01/17 - 03/31/17

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd
Fund 802 - Dog License									
	<b>REVENUE</b>								
	<i>Public Charges Totals</i>	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00	0%
	<b>REVENUE TOTALS</b>	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00	0%
	<b>EXPENSE</b>								
	<i>Operating Expenses</i>								
5300	Supplies	900.00	.00	900.00	.00	.00	.00	900.00	0
5300.004	Supplies Postage	100.00	.00	100.00	.00	.00	.00	100.00	0
5310	Advertising and public notice	2,100.00	.00	2,100.00	91.00	.00	293.26	1,806.74	14
5330	Books, periodicals, subscription	4,900.00	.00	4,900.00	.00	.00	4,750.00	150.00	97
	<i>Operating Expenses Totals</i>	\$8,000.00	\$0.00	\$8,000.00	\$91.00	\$0.00	\$5,043.26	\$2,956.74	63%
	<b>EXPENSE TOTALS</b>	\$8,000.00	\$0.00	\$8,000.00	\$91.00	\$0.00	\$5,043.26	\$2,956.74	63%
Fund 802 - Dog License Totals									
	<b>REVENUE TOTALS</b>	8,000.00	.00	8,000.00	.00	.00	.00	8,000.00	0%
	<b>EXPENSE TOTALS</b>	8,000.00	.00	8,000.00	91.00	.00	5,043.26	2,956.74	63%
Fund 802 - Dog License Totals		\$0.00	\$0.00	\$0.00	(\$91.00)	\$0.00	(\$5,043.26)	\$5,043.26	
	Grand Totals								
	<b>REVENUE TOTALS</b>	612,671.00	.00	612,671.00	46,748.76	.00	158,361.74	454,309.26	26%
	<b>EXPENSE TOTALS</b>	612,671.00	.00	612,671.00	49,070.16	.00	200,645.35	412,025.65	33%
	Grand Totals	\$0.00	\$0.00	\$0.00	(\$2,321.40)	\$0.00	(\$42,283.61)	\$42,283.61	

7

***RESOLUTION NO.: 154—2016-17***

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

***MAJORITY***

1 After the general election, a candidate that lost by over 1.3 million votes and only  
2 received 1% of the total vote petitioned for and initiated a full statewide recount. The  
3 recount prevented clerks from attending to their regular duties and resulted in  
4 unanticipated expense.

5  
6 The Recount Reform Bill preserves the right to request a recount but limits them to the  
7 margin of error. Only “aggrieved parties” can petition for a recount. An aggrieved party  
8 is a candidate that is within 1% of the winning candidate in an election with over 4,000  
9 votes or within 40 votes in a race under 4,000 votes.

10  
11 The Recount Reform proposal also improves the recount process to ensure tax payers are  
12 not responsible for any unnecessary recount costs and protects Wisconsin Electoral  
13 College votes. Changes include: The Wisconsin Elections Commission will be  
14 reimbursed for any costs incurred in a recount; extends the time to submit recount costs  
15 from 30 to 45 days; shortens the recount petition deadline by two days to protect  
16 Wisconsin’s Electoral College votes; gives the county board of canvassers an additional  
17 day to begin their recount. The proposal does not affect Wisconsin’s free recount margin  
18 of 0.25%.

19  
20 This resolution supports the Recount Reform Bill.

21  
22 NOW THEREFORE, the undersigned members of the Finance Committee recommend adoption  
23 of the following resolution.

24 BE IT RESOLVED, that the Outagamie County Board of Supervisors does support legislation to  
25 allow only aggrieved parties to petition for a recount to ensure tax payers are not responsible for any  
26 unnecessary recount costs, to allow the Wisconsin Elections Commission to be reimbursed for any costs  
27 incurred in a recount; extend the time to submit recount costs from 30 to 45 days; shorten the recount  
28 petition deadline by two days to protect Wisconsin’s Electoral College votes; give the county board of  
29 canvassers an additional day to begin their recount, and

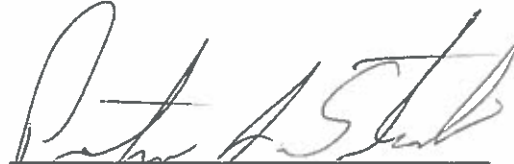
30 BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a copy  
31 of this resolution to the Outagamie County Executive, all Wisconsin counties, and the Outagamie  
32 County Lobbyist who will distribute to the Legislature and Governor.

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Dated this 14~~th~~ day of March 2017


Respectfully Submitted,  
FINANCE COMMITTEE

  
Kevin Sturn

  
Peter Stueck

  
James Pleuss

  
Nadine Miller

  
Chris Croatt

Duly and officially adopted by the County Board on: March 14, 2017

Signed:   
Board Chairperson

  
County Clerk

Approved: 3.15.17 Vetoed: \_\_\_\_\_

Signed:   
County Executive

**OUTAGAMIE COUNTY BOARD MEETING  
MARCH 14, 2017**

RESOLUTION NO. 154—2016-17

Supervisor Stueck moved, seconded by Supervisor Sturn, for adoption.

RESOLUTION NO. 154—2016-17 IS ADOPTED.

RollCall-Pro Advanced Tuesday, March 14, 2017					
1. THOMPSON	YES	13. WEGAND	YES	25. NOOYEN	YES
2. MILLER	YES	14. DE GROOT	YES	26. DUNCAN	YES
3. GRADY	YES	15. VANDEN HEUVEL	YES	27. CULBERTSON	YES
4. PATIENCE	NO	16. LEMANSKI	YES	28. STURN	YES
5. GABRIELSON	YES	17. CROATT	YES	29. BUCHMAN	YES
6. FOSS	YES	18. SPEARS	YES	30. GRIESBACH	YES
7. HAMMEN	YES	19. STUECK	YES	31. CLEGG	YES
8. T. KRUEGER	YES	20. THOMAS	YES	32. VANDERHEIDEN	YES
9. J. KRUEGER	YES	21. THYSSEN	YES	O'CONNOR-SCHEVERS	NO
10. LAMERS	YES	22. HAGEN	YES	34. RETTLER	YES
11. MEYER	YES	23. KLEMP	YES	35. MELCHERT	YES
12. McDANIEL	Absent	24. PLEUSS	YES	36. SUPRISE	YES
Item 3		Passed (33 Y - 2 N - 0 A - 1 Absent)		Majority Vote >	



# TECH SERVICES - Unaudited

Through 03/31/16  
 Prior Fiscal Year Activity Included  
 Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
<b>Fund 670 - BC Community Area Network</b>									
<b>REVENUE</b>									
Intergov Revenue	.00	143,531.00	143,531.00	.00	.00	.00	143,531.00	0	561,843.52
Public Charges	.00	44,567.00	44,567.00	42,714.37	.00	42,714.37	1,852.63	96	1,792.00
Other Financing Sources	.00	.00	.00	.00	.00	.00	.00	+++	.00
<b>REVENUE TOTALS</b>	<b>\$0.00</b>	<b>\$188,098.00</b>	<b>\$188,098.00</b>	<b>\$42,714.37</b>	<b>\$0.00</b>	<b>\$42,714.37</b>	<b>\$145,383.63</b>	<b>23%</b>	<b>\$563,635.52</b>
<b>EXPENSE</b>									
Operating Expenses	.00	113,383.00	113,383.00	2,241.22	550.00	10,573.56	102,259.44	10	85,855.56
Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00
<b>EXPENSE TOTALS</b>	<b>\$0.00</b>	<b>\$113,383.00</b>	<b>\$113,383.00</b>	<b>\$2,241.22</b>	<b>\$550.00</b>	<b>\$10,573.56</b>	<b>\$102,259.44</b>	<b>10%</b>	<b>\$85,855.56</b>
<b>Fund 670 - BC Community Area Network Totals</b>									
<b>REVENUE TOTALS</b>	<b>.00</b>	<b>188,098.00</b>	<b>188,098.00</b>	<b>42,714.37</b>	<b>.00</b>	<b>42,714.37</b>	<b>145,383.63</b>	<b>23%</b>	<b>563,635.52</b>
<b>EXPENSE TOTALS</b>	<b>.00</b>	<b>113,383.00</b>	<b>113,383.00</b>	<b>2,241.22</b>	<b>550.00</b>	<b>10,573.56</b>	<b>102,259.44</b>	<b>10%</b>	<b>85,855.56</b>
<b>Fund 670 - BC Community Area Network Totals</b>	<b>\$0.00</b>	<b>\$74,715.00</b>	<b>\$74,715.00</b>	<b>\$40,473.15</b>	<b>(\$550.00)</b>	<b>\$32,140.81</b>	<b>\$43,124.19</b>		<b>\$477,779.96</b>
<b>Fund 710 - Technology Services</b>									
<b>REVENUE</b>									
Intergov Revenue	349,051.00	(143,531.00)	205,520.00	12,070.81	.00	86,421.51	119,098.49	42	158,207.67
Public Charges	1,846.00	(1,846.00)	.00	.00	.00	.00	.00	+++	.00
Miscellaneous Revenue	4,699,354.00	.00	4,699,354.00	274,460.78	.00	1,899,734.83	2,799,619.17	40	4,287,148.26
Other Financing Sources	200,000.00	(200,000.00)	.00	.00	.00	.00	.00	+++	202,067.97
<b>REVENUE TOTALS</b>	<b>\$5,250,251.00</b>	<b>(\$345,377.00)</b>	<b>\$4,904,874.00</b>	<b>\$286,531.59</b>	<b>\$0.00</b>	<b>\$1,986,156.34</b>	<b>\$2,918,717.66</b>	<b>40%</b>	<b>\$4,647,423.90</b>
<b>EXPENSE</b>									
Personnel Costs	1,895,275.00	.00	1,895,275.00	113,211.79	.00	362,053.45	1,533,221.55	19	1,655,358.73
Operating Expenses	3,586,588.00	(70,662.00)	3,515,926.00	244,211.00	189,228.91	1,942,177.02	1,384,520.07	61	3,462,725.86
Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00
<b>EXPENSE TOTALS</b>	<b>\$5,481,863.00</b>	<b>(\$70,662.00)</b>	<b>\$5,411,201.00</b>	<b>\$357,422.79</b>	<b>\$189,228.91</b>	<b>\$2,304,230.47</b>	<b>\$2,917,741.62</b>	<b>46%</b>	<b>\$5,118,084.59</b>
<b>Fund 710 - Technology Services Totals</b>									
<b>REVENUE TOTALS</b>	<b>5,250,251.00</b>	<b>(345,377.00)</b>	<b>4,904,874.00</b>	<b>286,531.59</b>	<b>.00</b>	<b>1,986,156.34</b>	<b>2,918,717.66</b>	<b>40%</b>	<b>4,647,423.90</b>
<b>EXPENSE TOTALS</b>	<b>5,481,863.00</b>	<b>(70,662.00)</b>	<b>5,411,201.00</b>	<b>357,422.79</b>	<b>189,228.91</b>	<b>2,304,230.47</b>	<b>2,917,741.62</b>	<b>46%</b>	<b>5,118,084.59</b>
<b>Fund 710 - Technology Services Totals</b>	<b>(\$231,612.00)</b>	<b>(\$274,715.00)</b>	<b>(\$506,327.00)</b>	<b>(\$70,891.20)</b>	<b>(\$189,228.91)</b>	<b>(\$318,074.13)</b>	<b>\$976.04</b>		<b>(\$470,660.69)</b>
<b>Grand Totals</b>									
<b>REVENUE TOTALS</b>	<b>5,250,251.00</b>	<b>(157,279.00)</b>	<b>5,092,972.00</b>	<b>329,245.96</b>	<b>.00</b>	<b>2,028,870.71</b>	<b>3,064,101.29</b>	<b>40%</b>	<b>5,211,059.42</b>
<b>EXPENSE TOTALS</b>	<b>5,481,863.00</b>	<b>42,721.00</b>	<b>5,524,584.00</b>	<b>359,664.01</b>	<b>189,778.91</b>	<b>2,314,804.03</b>	<b>3,020,001.06</b>	<b>45%</b>	<b>5,203,940.15</b>
<b>Grand Totals</b>	<b>(\$231,612.00)</b>	<b>(\$200,000.00)</b>	<b>(\$431,612.00)</b>	<b>(\$30,418.05)</b>	<b>(\$189,778.91)</b>	<b>(\$285,933.32)</b>	<b>\$44,100.23</b>		<b>\$7,119.27</b>

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## DoTS, Monthly Report, May 3, 2017

Covers March-April 2017 Technology Services Activity

### Items of Note

1. Communication regarding 5H "Policies Link" Communication from Supervisor Landwehr. In regards to departments who report to Planning Development and Transportation. This needs to be discussed, as TS cannot necessarily comply, and possibly should not comply with this request due privacy and security. Working with Corp counsel on response.

### Staffing Report:

2. All positions are filled <no change>

### Project/Activity Updates

3. Cyber Security Updates: Increased distributed malware attacks, continued attack activity related to Content Delivery Networks and associated blacklisting of legitimate sites because of it.
4. Ongoing 2018 budget work (final due end of May)
5. In Progress
  - a. PALS/Treasurer Land Records: Installation planning in progress. Data conversion analysis is under way.
  - b. PSC Computer Aided Dispatch: We are negotiating custom modifications to the system. Initial testing install should be active by end of May. Continuing work on related GIS upgrade.
  - c. Jail Work Release Camera Replacement Project: Camera portion is complete. Starting intercom and door control replacement at Work release, then Main Jail project starting.
  - d. Email Archive Project. Rollout in progress end in Q2/Q3 2017. 45% complete
  - e. Enterprise Backup Rollout 20% complete.
  - f. Windows 10 & Office 2016 rollouts continue
  - g. UW Extension Building department moves to Museum, UWGB and Barkhausen completed by end of May.
  - h. Nurse Call system replacement project active. We received state approval.
6. Projects on Hold/Pending
  - a. Time Keeping for Sheriff and Jail on hold (Kronos portion still active)
  - b. District Attorney Evidence Management Project - initial meeting complete - no timeline set for activation date yet.

### Completed

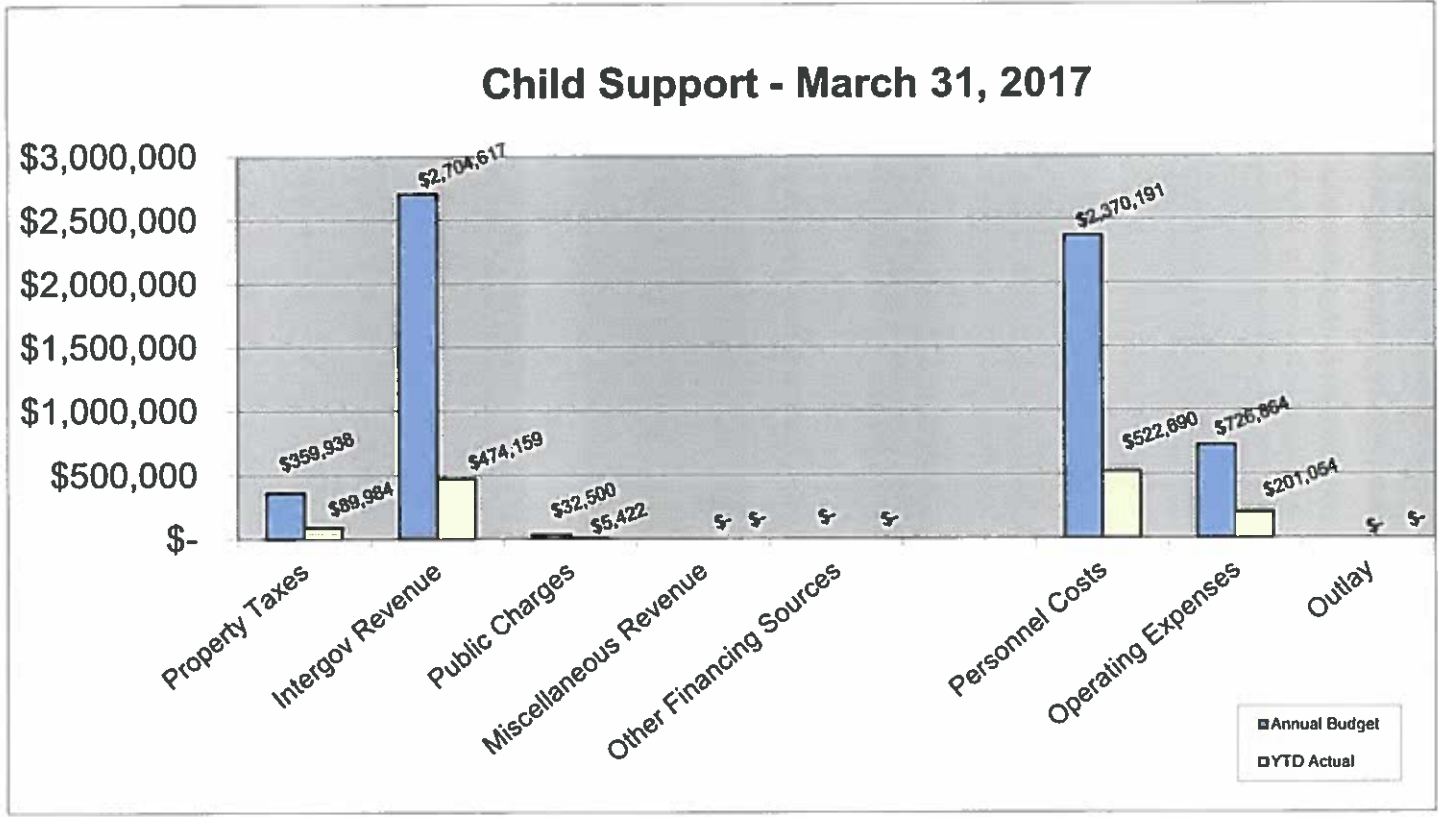
7. 911 Texting service is live.
8. Completed Time Clocks for three remote highway shops

9. Received grant award for \$176k for eRate category 2 network infrastructure (equipment replacement reimbursement)
10. Green Bay Area Public School District awarded BCCAN the bid for fiber to connect 37 schools for \$3.8mil over 10 years. This is still pending the final federal eRate approval before it can move forward. The next comparable bid was \$6.2mil from Spectrum.

Child Support  
 Budget Status Report (Unaudited)  
 03/31/17

	Annual Budget	YTD Actual	YTD Percentage	Comments:
Property Taxes	\$ 359,938	\$ 89,984	25.0%	
Intergov Revenue	\$ 2,704,617	\$ 474,159	17.5%	
Public Charges	\$ 32,500	\$ 5,422	16.7%	
Miscellaneous Revenue	\$ -	\$ -	#DIV/0!	
Other Financing Sources	\$ -	\$ -	#DIV/0!	
Personnel Costs	\$ 2,370,191	\$ 522,690	22.1%	
Operating Expenses	\$ 726,864	\$ 201,054	27.7%	
Outlay	\$ -	\$ -	#DIV/0!	

**Comments:**  
 Revenue: Categories in line with budgetary amounts  
 Expenses: On target and in line with projections





# BROWN COUNTY CSA-March 31, 2017

## (unaudited)

Fiscal Year to Date 03/31/17

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 210 - Child Support										
<b>REVENUE</b>										
Department 017 - Child Support										
Division 001 - General										
4100	General property taxes	359,938.00	.00	359,938.00	29,994.83	.00	89,984.49	269,953.51	25	365,963.00
4302	State grant and aid revenue									
4302	State grant and aid revenue	1,731,566.00	.00	1,731,566.00	155,374.79	.00	474,158.58	1,257,407.42	27	1,475,275.79
4302.003	State grant and aid revenue Incentives	478,297.00	.00	478,297.00	.00	.00	.00	478,297.00	0	624,924.00
4302.004	State grant and aid revenue GPR	344,754.00	.00	344,754.00	.00	.00	.00	344,754.00	0	318,050.00
4302.007	State grant and aid revenue SPSK	150,000.00	.00	150,000.00	.00	.00	.00	150,000.00	0	225,783.29
<b>4302 - State grant and aid revenue Totals</b>		<b>\$2,704,617.00</b>	<b>\$0.00</b>	<b>\$2,704,617.00</b>	<b>\$155,374.79</b>	<b>\$0.00</b>	<b>\$474,158.58</b>	<b>\$2,230,458.42</b>	<b>18%</b>	<b>\$2,644,033.08</b>
4600	Charges and fees									
4600.601	Charges and fees Genetic test	18,000.00	.00	18,000.00	1,047.86	.00	2,771.89	15,228.11	15	15,502.23
4600.602	Charges and fees Vital statistics	500.00	.00	500.00	10.00	.00	31.00	469.00	6	429.99
4600.603	Charges and fees Paper service	9,000.00	.00	9,000.00	411.96	.00	1,543.07	7,456.93	17	9,460.39
4600.604	Charges and fees Non IV-D service	4,500.00	.00	4,500.00	420.00	.00	945.00	3,555.00	21	4,926.00
<b>4600 - Charges and fees Totals</b>		<b>\$32,000.00</b>	<b>\$0.00</b>	<b>\$32,000.00</b>	<b>\$1,889.82</b>	<b>\$0.00</b>	<b>\$5,290.96</b>	<b>\$26,709.04</b>	<b>17%</b>	<b>\$30,318.61</b>
4601	Sales									
4601.012	Sales Copy machine use	500.00	.00	500.00	60.75	.00	131.25	368.75	26	428.75
<b>4601 - Sales Totals</b>		<b>\$500.00</b>	<b>\$0.00</b>	<b>\$500.00</b>	<b>\$60.75</b>	<b>\$0.00</b>	<b>\$131.25</b>	<b>\$368.75</b>	<b>26%</b>	<b>\$428.75</b>
4900	Miscellaneous	.00	.00	.00	.00	.00	.00	.00	+++	112.00
Division 001 - General Totals		<b>\$3,097,055.00</b>	<b>\$0.00</b>	<b>\$3,097,055.00</b>	<b>\$187,320.19</b>	<b>\$0.00</b>	<b>\$569,565.28</b>	<b>\$2,527,489.72</b>	<b>18%</b>	<b>\$3,040,855.44</b>
Department 017 - Child Support Totals		<b>\$3,097,055.00</b>	<b>\$0.00</b>	<b>\$3,097,055.00</b>	<b>\$187,320.19</b>	<b>\$0.00</b>	<b>\$569,565.28</b>	<b>\$2,527,489.72</b>	<b>18%</b>	<b>\$3,040,855.44</b>
<b>REVENUE TOTALS</b>		<b>\$3,097,055.00</b>	<b>\$0.00</b>	<b>\$3,097,055.00</b>	<b>\$187,320.19</b>	<b>\$0.00</b>	<b>\$569,565.28</b>	<b>\$2,527,489.72</b>	<b>18%</b>	<b>\$3,040,855.44</b>
<b>EXPENSE</b>										
Department 017 - Child Support										
Division 001 - General										
5100	Regular earnings									
5100	Regular earnings	1,695,259.00	.00	1,695,259.00	110,319.15	.00	334,207.60	1,361,051.40	20	1,220,462.23
5100.998	Regular earnings Budget only	3,100.00	.00	3,100.00	.00	.00	.00	3,100.00	0	.00
<b>5100 - Regular earnings Totals</b>		<b>\$1,698,359.00</b>	<b>\$0.00</b>	<b>\$1,698,359.00</b>	<b>\$110,319.15</b>	<b>\$0.00</b>	<b>\$334,207.60</b>	<b>\$1,364,151.40</b>	<b>20%</b>	<b>\$1,220,462.23</b>
5102	Paid leave earnings									
5102.100	Paid leave earnings Vacation	.00	.00	.00	9,138.34	.00	16,195.75	(16,195.75)	+++	100,516.71
5102.200	Paid leave earnings Personal	.00	.00	.00	2,331.37	.00	9,256.97	(9,256.97)	+++	22,894.85
5102.300	Paid leave earnings Casual time used	.00	.00	.00	1,746.73	.00	4,335.38	(4,335.38)	+++	25,380.20
5102.500	Paid leave earnings Holiday	.00	.00	.00	.00	.00	6,347.64	(6,347.64)	+++	43,692.25
5102.600	Paid leave earnings Other (funeral, jury)	.00	.00	.00	512.45	.00	512.45	(512.45)	+++	5,697.69



# BROWN COUNTY CSA-March 31, 2017

## (unaudited)

Fiscal Year to Date 03/31/17

Include Rollup Account and Rollup to Account

	duty, etc)									
5102.800	Paid leave earnings Disability	.00	.00	.00	747.18	.00	2,905.70	(2,905.70)	+++	.00
5102.999	Paid leave earnings Accrual	.00	.00	.00	.00	.00	.00	.00	+++	(844.77)
	<b>5102 - Paid leave earnings Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$14,476.07</b>	<b>\$0.00</b>	<b>\$39,553.89</b>	<b>(\$39,553.89)</b>	<b>+++</b>	<b>\$197,336.93</b>
<b>5103</b>	<b>Premium</b>									
5103.000	Premium Overtime	.00	.00	.00	7.78	.00	393.83	(393.83)	+++	1,520.54
5103.100	Premium Comp time payout	.00	.00	.00	.00	.00	.00	.00	+++	7.35
	<b>5103 - Premium Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$7.78</b>	<b>\$0.00</b>	<b>\$393.83</b>	<b>(\$393.83)</b>	<b>+++</b>	<b>\$1,527.89</b>
<b>5109</b>	<b>Salaries reimbursement</b>									
5109.100	Salaries reimbursement Short term disability	.00	.00	.00	.00	.00	.00	.00	+++	(8,901.01)
	<b>5109 - Salaries reimbursement Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>(\$8,901.01)</b>
<b>5110</b>	<b>Fringe benefits</b>									
5110.100	Fringe benefits FICA	122,222.00	.00	122,222.00	9,286.64	.00	27,588.90	94,633.10	23	101,956.34
5110.110	Fringe benefits Unemployment compensation	3,315.00	.00	3,315.00	236.79	.00	695.84	2,619.16	21	3,278.13
5110.200	Fringe benefits Health insurance	371,717.00	.00	371,717.00	15,981.39	.00	82,158.24	289,558.76	22	389,629.05
5110.210	Fringe benefits Dental Insurance	36,404.00	.00	36,404.00	1,410.04	.00	7,189.80	29,214.20	20	34,283.32
5110.220	Fringe benefits Life Insurance	1,350.00	.00	1,350.00	.00	.00	121.20	1,228.80	9	1,018.53
5110.230	Fringe benefits LT disability insurance	9,268.00	.00	9,268.00	708.69	.00	2,108.88	7,159.12	23	5,062.19
5110.235	Fringe benefits Disability insurance	11,257.00	.00	11,257.00	938.08	.00	2,814.24	8,442.76	25	10,912.00
5110.240	Fringe benefits Workers compensation insurance	3,044.00	.00	3,044.00	254.00	.00	762.00	2,282.00	25	2,199.00
5110.300	Fringe benefits Retirement	115,279.00	.00	115,279.00	8,359.65	.00	25,095.64	90,183.36	22	92,635.92
	<b>5110 - Fringe benefits Totals</b>	<b>\$673,856.00</b>	<b>\$0.00</b>	<b>\$673,856.00</b>	<b>\$37,175.28</b>	<b>\$0.00</b>	<b>\$148,534.74</b>	<b>\$525,321.26</b>	<b>22%</b>	<b>\$640,974.48</b>
5198	Fringe benefits - Budget only	(2,024.00)	.00	(2,024.00)	.00	.00	.00	(2,024.00)	0	.00
<b>5300</b>	<b>Supplies</b>									
5300	Supplies	5,000.00	.00	5,000.00	65.37	.00	940.37	4,059.63	19	5,078.97
5300.001	Supplies Office	16,000.00	.00	16,000.00	959.28	.00	5,335.09	10,664.91	33	13,303.86
5300.004	Supplies Postage	29,000.00	.00	29,000.00	3,599.08	.00	8,136.32	20,863.68	28	29,562.58
	<b>5300 - Supplies Totals</b>	<b>\$50,000.00</b>	<b>\$0.00</b>	<b>\$50,000.00</b>	<b>\$4,623.73</b>	<b>\$0.00</b>	<b>\$14,411.78</b>	<b>\$35,588.22</b>	<b>29%</b>	<b>\$47,945.41</b>
5305	Dues and memberships	2,270.00	.00	2,270.00	.00	.00	315.00	1,955.00	14	2,017.75
<b>5306</b>	<b>Maintenance agreement</b>									
5306.100	Maintenance agreement Software	2,997.00	.00	2,997.00	.00	.00	997.80	1,999.20	33	997.80
	<b>5306 - Maintenance agreement Totals</b>	<b>\$2,997.00</b>	<b>\$0.00</b>	<b>\$2,997.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$997.80</b>	<b>\$1,999.20</b>	<b>33%</b>	<b>\$997.80</b>
<b>5307</b>	<b>Repairs and maintenance</b>									
5307.100	Repairs and maintenance Equipment	920.00	.00	920.00	.00	.00	.00	920.00	0	920.00
	<b>5307 - Repairs and maintenance Totals</b>	<b>\$920.00</b>	<b>\$0.00</b>	<b>\$920.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$920.00</b>	<b>0%</b>	<b>\$920.00</b>
5330	Books, periodicals, subscription	800.00	.00	800.00	.00	.00	14.60	785.40	2	841.20
5340	Travel and training	8,500.00	.00	8,500.00	40.00	.00	93.07	8,406.93	1	6,754.75
5507	Other utilities	1,200.00	.00	1,200.00	.00	.00	.00	1,200.00	0	1,200.00



# BROWN COUNTY CSA-March 31, 2017 (unaudited)

Fiscal Year to Date 03/31/17  
Include Rollup Account and Rollup to Account

5600	Indirect cost	231,772.00	.00	231,772.00	19,314.00	.00	57,942.00	173,830.00	25	209,193.00
<b>5601</b>	<b>Intra-county expense</b>									
5601.100	Intra-county expense Technology services	149,235.00	.00	149,235.00	27,895.33	.00	64,680.63	84,554.37	43	139,037.65
5601.200	Intra-county expense Insurance	9,174.00	.00	9,174.00	765.00	.00	2,295.00	6,879.00	25	8,018.00
5601.300	Intra-county expense Other departmental	136,000.00	.00	136,000.00	13,226.45	.00	34,496.26	101,503.74	25	379,626.28
5601.400	Intra-county expense Copy center	650.00	.00	650.00	15.00	.00	105.80	544.20	16	435.94
5601.450	Intra-county expense Departmental copiers	3,713.00	.00	3,713.00	309.42	.00	928.26	2,784.74	25	3,713.00
5601.550	Intra-county expense Document center	3,975.00	.00	3,975.00	184.91	.00	929.78	3,045.22	23	2,742.40
	<b>5601 - Intra-county expense Totals</b>	<b>\$302,747.00</b>	<b>\$0.00</b>	<b>\$302,747.00</b>	<b>\$42,396.11</b>	<b>\$0.00</b>	<b>\$103,435.73</b>	<b>\$199,311.27</b>	<b>34%</b>	<b>\$533,573.27</b>
5700	Contracted services	71,858.00	.00	71,858.00	4,823.05	49,739.99	10,485.34	11,632.67	84	97,214.89
5708	Professional services	300.00	.00	300.00	.00	.00	.00	300.00	0	.00
5710	Paper service - legal	30,000.00	.00	30,000.00	2,564.50	.00	9,726.67	20,273.33	32	21,817.78
<b>5716</b>	<b>Legal services</b>									
5716.100	Legal services Chargebacks	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
	<b>5716 - Legal services Totals</b>	<b>\$500.00</b>	<b>\$0.00</b>	<b>\$500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$500.00</b>	<b>0%</b>	<b>\$0.00</b>
5762	Med exams/autopsies/genetic test	21,000.00	.00	21,000.00	1,327.25	.00	3,234.25	17,765.75	15	16,466.25
5784	Interpreter services	2,000.00	.00	2,000.00	200.00	.00	398.00	1,602.00	20	2,850.00
<b>9003</b>	<b>Transfer out</b>									
9003.100	Transfer out General Fund	.00	.00	.00	.00	.00	.00	.00	+++	51,662.82
	<b>9003 - Transfer out Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$51,662.82</b>
	Division 001 - General Totals	<b>\$3,097,055.00</b>	<b>\$0.00</b>	<b>\$3,097,055.00</b>	<b>\$237,266.92</b>	<b>\$49,739.99</b>	<b>\$723,744.30</b>	<b>\$2,323,570.71</b>	<b>25%</b>	<b>\$3,044,855.44</b>
	Department 017 - Child Support Totals	<b>\$3,097,055.00</b>	<b>\$0.00</b>	<b>\$3,097,055.00</b>	<b>\$237,266.92</b>	<b>\$49,739.99</b>	<b>\$723,744.30</b>	<b>\$2,323,570.71</b>	<b>25%</b>	<b>\$3,044,855.44</b>
	<b>EXPENSE TOTALS</b>	<b>\$3,097,055.00</b>	<b>\$0.00</b>	<b>\$3,097,055.00</b>	<b>\$237,266.92</b>	<b>\$49,739.99</b>	<b>\$723,744.30</b>	<b>\$2,323,570.71</b>	<b>25%</b>	<b>\$3,044,855.44</b>
	Fund 210 - Child Support Totals									
	<b>REVENUE TOTALS</b>	<b>3,097,055.00</b>	<b>.00</b>	<b>3,097,055.00</b>	<b>187,320.19</b>	<b>.00</b>	<b>569,565.28</b>	<b>2,527,489.72</b>	<b>18%</b>	<b>3,040,855.44</b>
	<b>EXPENSE TOTALS</b>	<b>3,097,055.00</b>	<b>.00</b>	<b>3,097,055.00</b>	<b>237,266.92</b>	<b>49,739.99</b>	<b>723,744.30</b>	<b>2,323,570.71</b>	<b>25%</b>	<b>3,044,855.44</b>
	Fund 210 - Child Support Totals	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$49,946.73)</b>	<b>(\$49,739.99)</b>	<b>(\$154,179.02)</b>	<b>\$203,919.01</b>		<b>(\$4,000.00)</b>
	Grand Totals									
	<b>REVENUE TOTALS</b>	<b>3,097,055.00</b>	<b>.00</b>	<b>3,097,055.00</b>	<b>187,320.19</b>	<b>.00</b>	<b>569,565.28</b>	<b>2,527,489.72</b>	<b>18%</b>	<b>3,040,855.44</b>
	<b>EXPENSE TOTALS</b>	<b>3,097,055.00</b>	<b>.00</b>	<b>3,097,055.00</b>	<b>237,266.92</b>	<b>49,739.99</b>	<b>723,744.30</b>	<b>2,323,570.71</b>	<b>25%</b>	<b>3,044,855.44</b>
	Grand Totals	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$49,946.73)</b>	<b>(\$49,739.99)</b>	<b>(\$154,179.02)</b>	<b>\$203,919.01</b>		<b>(\$4,000.00)</b>

**Departmental Openings Summary-March 2017**

**To: Administration Committee**

**From: Child Support Department**

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
CS Enforcement Specialist	3/14/2017	transfer	fill	recruiting
CS Enforcement Specialist	3/21/2017	resignation	fill	recruiting

Ex: Transfer, Wage, Working Conditions



%

## Child Support Agency Director Summary

March 2017/April 2017

### Performance Measures Comparisons as of 03/31/17

Federal Performance Measures	Brown FFY 3/31/16	Brown YTD 3/31/17	YTD Improvement 2016 vs 2017	State Average	Brown vs. State
Court Order Rate	90.28%	89.99%	.29%	87.05%	2.94%
Paternity Establish Rate	100.22%	100.67%	-.45%	96.92%	3.75%
Current Supp Collections	77.17%	78.79%	-1.62%	74.51%	2.28%
Arrears Collection Rate	60.94%	61.32%	-.38%	60.09%	1.23%

	Brown County 3/31/16	Brown County 3/31/17	Difference 2016 vs 2017	Statewide Total increase	Average caseload
Caseload size	14,615	14652	-37	-943	1195

### Director Updates

#### STAFFING UPDATES

We are currently recruiting for two Enforcement Specialist positions and will begin recruitment for an Account Technician position upon approval from Administration.

#### SPSK GRANT UPDATES

- Weekly partner meetings occurred throughout as case management services continue to enrolled extra services participants.
- Newly appointed Deputy Secretary Brad Wassink paid the agency during the morning of April 12<sup>th</sup>. Brad met with SPSK staff, partner agency personnel, a participant and regular CSA staff regarding program design, implementation, challenges and future opportunities.
- Wood County Child Support Director Bren Vruwink and Employment & Training partner Tom Prete visited the agency on April 11<sup>th</sup> to glean insight in service delivery in anticipation of future demonstration programming opportunities to replicate SPSK-like services. Manuals, work flow charts, and grant overview materials were shared.

#### MISCELLANEOUS & WORK GROUP UPDATES

- Met with the County Executive, at his request, on April 4<sup>th</sup> regarding the future of LEAN.
- Director's Dialogue occurred on April 6<sup>th</sup> and 7<sup>th</sup> in Appleton, WI. Brown County was featured in two breakout sessions based upon programming & collaborative partnerships established.
- Brown County submitted a 10 page request for consideration of E&T program incentive funds on April 14<sup>th</sup>. These dollars were held out of all performance funding in the amount of \$217,000 statewide. An allocation announcement was made at the beginning of April by the Director of BCS. Funding requests based upon having maintained a robust E&T partnership with community agencies were due by April 17<sup>th</sup>. Only 10 counties will be awarded a portion of these dollars based upon received requests.

- Notification as to funding for Access & Visitation grant funding in the amount of \$41,500 was received on April 25<sup>th</sup>...actual CY17 contracts will be issued in upcoming weeks. Subsequent to this announcement, a Budget Adjustment request has been submitted to Administration to increase revenue and increase expenses for 2017 to contract with Family Services for the purposes of having a fulltime facilitator on board to provide services. Meetings with Family Services representatives have been conducted. A collaborative meeting with Court Mediation Services will occur on May 1<sup>st</sup> to ensure that all parties involved understand roles and responsibilities. A contract will need to be executed upon board approval.
- Conducted our quarterly All CSA Agency meeting on Tuesday, April 18<sup>th</sup> to provide updates from Director's Dialogue, welcome the Brown County nurse for an overview of WC reporting and begin the 4 part series of the State webcasts: Trauma Informed Care.
- Wrapped up 2017 agency mandated training related IRS Safeguarding.
- The county conducted and RFP for process services (for the DA & Child Support departments). That contract was awarded to Lock and Load and services began thru this vendor as of April 24<sup>th</sup>. In preparation for our go-live date, a joint meeting with their staff and the CSA was conducted on April 18<sup>th</sup> where systems were put in place to ensure secured sharing of information.
- Director attended the community Family Employment Dialogue at the Wisconsin Job Center on Friday, April 21<sup>st</sup>. Ongoing efforts to coordinate services & share program information will continue on a monthly basis.
- As a new "New Director Mentor" for the state, began the process of reviewing assigned materials for the SPARC system, for approval and publication.
- Coordinated with the Sheriff's Department DTF to review convicted individuals who have cash maintained as evidence for the purpose of seizing money for distribution/offset on child support debt. Director & Supervisor reviewed over 200 individuals and their respective cases for past due support. We are now in the process of reconciling account debt to cash on hand. An order of the court will be required before monies can be applied to said debt but it appears that we will be able to secure over \$19K through this partnership with the DTF.
- Two enforcement caseloads needed to be divided and split among existing staff until such time as vacancies have been filled. This required the work of our Intake Specialist & 3 Managers to manually move 2000+ cases so as to not disrupt the entire county caseload and to more effectively manage equity among caseworkers. Assistance by management is being provided with alerts, reports, etc. during this period.
- Quarterly meetings will begin with all staff and their respective supervisors in May.

#### **WORK GROUP UPDATES**

- The Funshine Committee coordinated an Easter Egg hunt & celebration.
- Updates to the contempt process (which include codification of standardized procedure) are being discussed. Training & policy review will occur once the procedures solidified. These changes are an outcome of the **TEAM Work Group** in conjunction with input from all stakeholders.

# TREASURER'S Item #1

**Former Recyclable Material Handling Facility on 4.8 +/- Acres Near Green Bay, WI (Village of Hobart)**

- **Address:** 973 Haven Pl. Green Bay, WI 54313

- **County Map:** Brown County GIS Mapping

- **Municipality:** Village of Hobart

- **Parcel ID:** HB-855-3

- **Additional Documents:**

Environmental Report

Soil Detection

Property Report

- **Opening Bid:** \$49,000

- **Acres:** 4.831 +/- Acres

- **Lot Dimensions:** Approximately 403' x 420'

- **Zoning:** Commercial -- Contact county and local zoning agencies for exact zoning, regulations and allowed uses.

Bidders are warned not to assume you can do something without researching with zoning agencies first. Property is sold in it's current state and use, any future uses are not implied or guaranteed.

- **Type of Access to Property:** Off Public Roadway (Haven Place)

- **School District:** West DePere

- **Structures On Property:** Yes - 4 Commercial Structures previously used for recyclable material handling in varies states of disrepair containing debris. (See Pictures) -- Onsite Inspection is prohibited. No trespassing is allowed on this site. Viewing from street only. See Photos for details

- **Property Vacant:** Yes

- **Property Clear of previous owner's personal property:** No - Buyer is responsible for removal and cleanup of any and all remaining debris and personal property.

- **Legal Description:** PRT OF SW1/4 NW1/4 SEC 36 T24N R19E DESC IN 2337369

- **Title Type:** Quit Claim Deed

- **Dead Transfer Fee:** \$30 + 2016 Delinquent Property taxes of \$7,572.70 are due to Brown County Treasurer upon Deed Transfer. NOTE: Buyer will be responsible for the 2017 Municipal Special Assessments (Storm Water Management - Approx. \$2800) when billed. (Please contact Seller with questions)

- **Title Transfer Terms:** Deed will be issued upon payment in full (High Bid, Buyer Fee, Taxes, Deed Transfer Fee).

- **Clear Title:** No abstract, title insurance, or survey will be provided by the seller. The winning bidder is responsible for recording fees, taxes, special assessments and special charges etc., if any -- as provided in Wis Stat. 75.521(8), (Wisconsin Statutes 2009-2010). Bidders are encouraged to research title.

- **Estimated Yearly Taxes:** Buyer responsible for 2016 taxes and all future real estate taxes. NOTE: Buyer will be responsible for the 2017 Municipal Special Assessments (Storm Water Management - Approx. \$2800) when billed. (Please contact Seller with questions)

- **Defects:** 2016 Delinquent Property taxes of \$7,572.70 due to Brown County Treasurer upon sale. With Limited seller investigation into this property yielded the following information: (1) The WI DNR Remediation & Redevelopment File # is BRRTS Case # 02.05.550003; -- (2) The WI DNR Waste File in the Green Bay Office is FID Case #405050800; -- (3) The US EPA ID# is WID988586616 for Wastewater Treatment info.

- **Overall Condition:** Property is being sold "As Is". It is the bidder's responsibility to determine condition and any defects. Bidders are strongly encouraged to make personally inspection prior to bidding. Property is subject to all easements, right-of-way, and restrictions of record, if any. Brown County makes no representation or guarantee with respect to the use, condition, title, access or occupancy of the property. (Caution: Properties may be occupied and you may not be granted access by occupants)

- **County Contact:** Brown County Treasurer's Office at (920) 448-4074 or BC\_Treasurer@co.brown.wi.us - 305 E Walnut St., Green Bay, WI 54301; Fax: (920) 448-6341

- Click on Photo or Item # for full Details

**WISCONSIN**  
  
**SURPLUS**  
**ONLINE AUCTION**

202 W. Front Street – PO Box 113  
 Mount Horeb, WI 53572  
 608-437-2001  
 Sellers Permit/Tax ID: 456-1028644448-04  
 FEIN: 39-1982769

*TREASURER'S  
 Item #1*

**Invoice**

#170428-17547-13  
 04/28/2017

Best enterprises  
 Frank Calaway  
 3230 Eiler RD  
 DePere WI 54115

Tax Exempt: Trailers  
 LC 71646

Phone: 920-983-9787  
 920-371-1066  
 Fax: 920-983-9788  
 Email: calawayc@sbcglobal.net

**--PAYMENT DEADLINE: 5pm on May 5, 2017 -- You will lose your bidding number if not paid on time --**

Online Auction #17180-13 - Brown County, Wisconsin - Tax Delinquent Real Estate - You are a winning bidder. Please contact Wisconsin Surplus prior to the above payment deadline to make payment arrangements.

1. **Payment Methods:**
  - o Send guaranteed checks to Wisconsin Surplus, PO Box 113, Mount Horeb WI 53572.
  - o Wire Transfer Directions available upon request.
  - o Pay at our Office in Mount Horeb Via Cash, Guaranteed Check or Money Order
  - o Credit card, PayPal, Personal & Business Checks are NOT acceptable forms of payment - no exceptions
2. **General Contact:** Brown County Treasurer's Office at (920) 448-4074 or BC\_Treasurer@co.brown.wi.us - 305 E Walnut St., Green Bay, WI 54301; Fax: (920) 448-6341
3. **Deed Transfer Contact:** Brown County Treasurer's Office at (920) 448-4074 or BC\_Treasurer@co.brown.wi.us - 305 E Walnut St., Green Bay, WI 54301; Fax: (920) 448-6341
4. **Deed Transfer:** You must notify Brown County Treasurer in writing (Fax, Email, Mail) as to who will be the owner of record for the property - So Brown County Treasurer can have the deed drafted properly. Please contact Brown County Treasurer's Office with any questions related to the deed transfer.
5. **Note:** Once payment is received Wisconsin Surplus will notify Buyer and Seller. After payment notification buyer is to contact Brown County Treasurer and relay to him/her in written form any and all required deed transfer information. At which point all required information is received by Brown County Treasurer he/she will begin the deed transfer process.

Bidder	Item	Qty	Description	Tax	Amount
17547	HB8553	1	<p><b>Former Recyclable Material Handling Facility on 4.8 +/- Acres Near Green Bay, WI (Village of Hobart)</b></p> <p>- Address: 973 Haven Pl. Green Bay, WI 54313                      - County Map: <a href="#">Brown County GIS Mapping</a>                      - Municipality: Village of Hobart                      - Parcel ID: HB-855-3                      - Additional Documents:  <a href="#">Environmental Report</a>  <a href="#">Soil Detection</a>  <a href="#">Property Report</a>                      - Opening Bid: \$49,000                      - Acres: 4.831 +/- Acres                      - Lot Dimensions: Approximately 403' x 420'                      - Zoning: Commercial – Contact county and local zoning agencies for exact zoning, regulations and allowed uses. Bidders are warned not to assume you can do something without researching with zoning agencies first. Property is sold in it's current state and use, any future uses are not implied or guaranteed.                      - Type of Access to Property: Off Public Roadway (Haven Place)                      - School District: West DePere                      - Structures On Property: Yes - 4 Commercial Structures previously used for recyclable material handling in various states of disrepair containing debris. (See Pictures) – Onsite Inspection is prohibited. No trespassing is allowed on this site. Viewing from street only. See Photos for details                      - Property Vacant: Yes                      - Property Clear of previous owner's personal property: No - Buyer is responsible for removal and cleanup of any and all remaining debris and personal property.                      - Legal Description: PRT OF SW1/4 NW1/4 SEC 36 T24N R19E DESC IN 2337369                      - Title Type: Quit Claim Deed                      - Dead Transfer Fee: \$30 + 2016 Delinquent Property taxes of \$7,572.70 are due to Brown County Treasurer upon Deed Transfer.                      NOTE: Buyer will be responsible for the 2017 Municipal Special Assessments (Storm Water Management - Approx. \$2800) when billed. (Please contact Seller with questions)                      - Title Transfer Terms: Deed will be issued upon payment in full (High Bid, Buyer Fee, Taxes, Deed Transfer Fee).                      - Clear Title: No abstract, title insurance, or survey will be provided by the seller. The winning bidder is responsible for recording fees, taxes, special assessments and special charges etc., if any – as provided in Wis Stat. 75.521(8), (Wisconsin Statutes 2009-2010). Bidders are encouraged to research title.                      - Estimated Yearly Taxes: Buyer responsible for 2016 taxes and all future real estate taxes. NOTE: Buyer will be responsible for the 2017 Municipal Special Assessments (Storm Water Management - Approx. \$2800) when billed. (Please contact Seller with questions)                      - Defects: 2016 Delinquent Property taxes of \$7,572.70 due to Brown County Treasurer upon sale. With Limited seller investigation into this property yielded the following information: (1) The WI DNR Remediation &amp; Redevelopment File # is BRRTS Case # 02.05.550003; - (2) The WI DNR Waste File in the Green Bay Office is FID Case #405050800; – (3) The US EPA ID# is WID988586618 for Wastewater Treatment Info.                      - Overall Condition: Property is being sold "As Is". It is the bidder's responsibility to determine condition and any defects. Bidders are strongly encouraged to make personally inspection prior to bidding. Property is subject to all easements, right-of-way, and restrictions of record, if any. Brown County makes no representation or guarantee with respect to the use, condition, title, access or occupancy of the property. (Caution: Properties may be occupied and you may not be granted access by occupants)                      - County Contact: Brown County Treasurer's Office at (920) 448-4074 or BC_Treasurer@co.brown.wi.us - 305 E Walnut St., Green Bay, WI 54301; Fax: (920) 448-6341</p>	0.00	242000.00

*\$ 242,000*

- Click on Photo or Item # for full Details

<b>Bid total:</b>	242000.00
<b>Premium:</b>	14520.00
<b>Sub-total:</b>	256520.00
<b>Deed Transfer &amp; Recording Fee</b>	30.00
<b>Total:</b>	256550.00
<b>Balance Due:</b>	256550.00

Parcel HB-855-3

3-1-17

#1

Brown County still owns this parcel that was obtained by property tax foreclosure in July 2016. The parcel went before the Administration Committee for discussion and direction on December 7, 2016. The Administration Committee directed the County Treasurer by motion and vote to place the parcel up for bid via surplus auction website. That vote was later reconsidered and put on hold at the County Board meeting of December 21, 2016 to consider possible sale to the Municipality (Village of Hobart) that the parcel resides in. The Village has decided not to pursue the purchase of this parcel. The Administration Committee will take up the matter on March 1, 2017.

The total General Taxes, Interest and Penalty (TIP) due to Brown County on this parcel = \$ 80,275.26

The total Treasurer's Foreclosure fees assessed on this parcel = \$ 200 (Title Report & Class 3 Notice)

The total of all Special Assessments placed on the parcel is \$ 80 (to Village of Hobart)

#40 POWTS BROWN COUNTY

The total of all Special Assessments placed on the parcel is currently \$ 22,327.46 (to Village of Hobart)

The total of all Special Assessment Interest is an additional \$ 4,756.91 (to Village of Hobart)

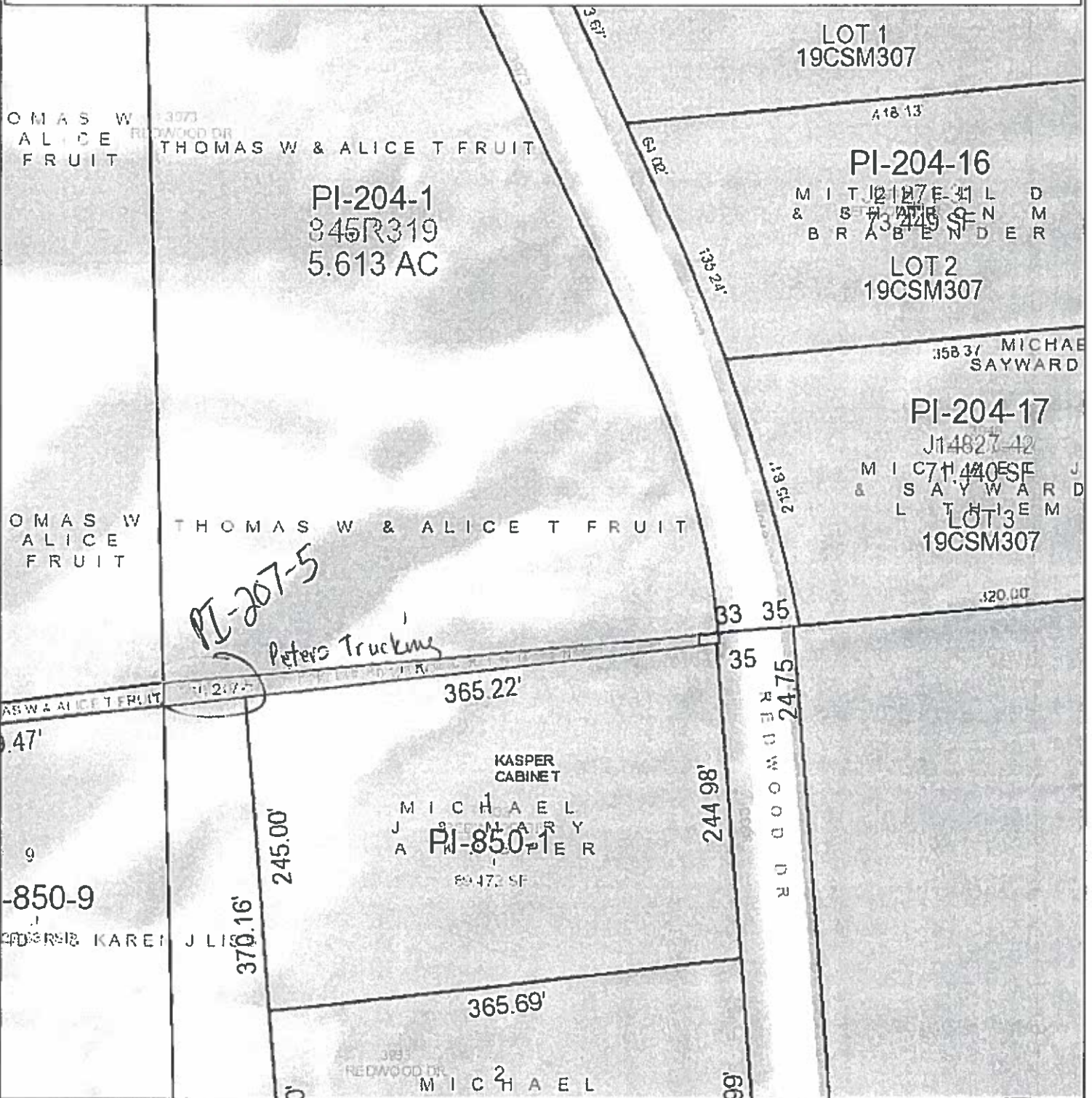
The total of all Special Assessment Penalty placed on the parcel is an additional \$ 2,378.45 (to BC)

The parcel is posted with "No Trespassing" signs and I am prohibited from showing the property to buyers due to liability concerns.



<Title>

#2



Map provided by the Brown County Planning & Land Services Department - Land Information Office (LIO)  
 A map key (legend) and other information about this map is available at: [maps.gis.co.brown.wi.us](http://maps.gis.co.brown.wi.us)  
 This map is intended for advisory purposes only. It is based on sources believed to be reliable, but Brown County distributes this information on an "As Is" basis. No warranties are implied. Boundaries shown on this map are general representations only and should not be used for legal documentation, boundary survey determinations, or other property boundary issues.



03/19/2015  
 Scale 1:1200

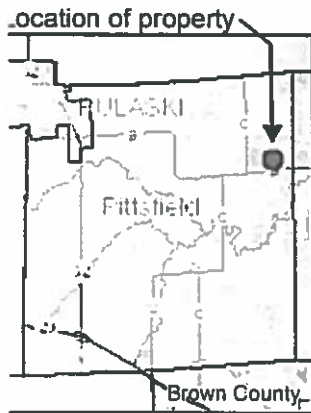
**Parcel# PI-207-5**

Located in the  
Town of Pittsfield  
along Redwood Dr

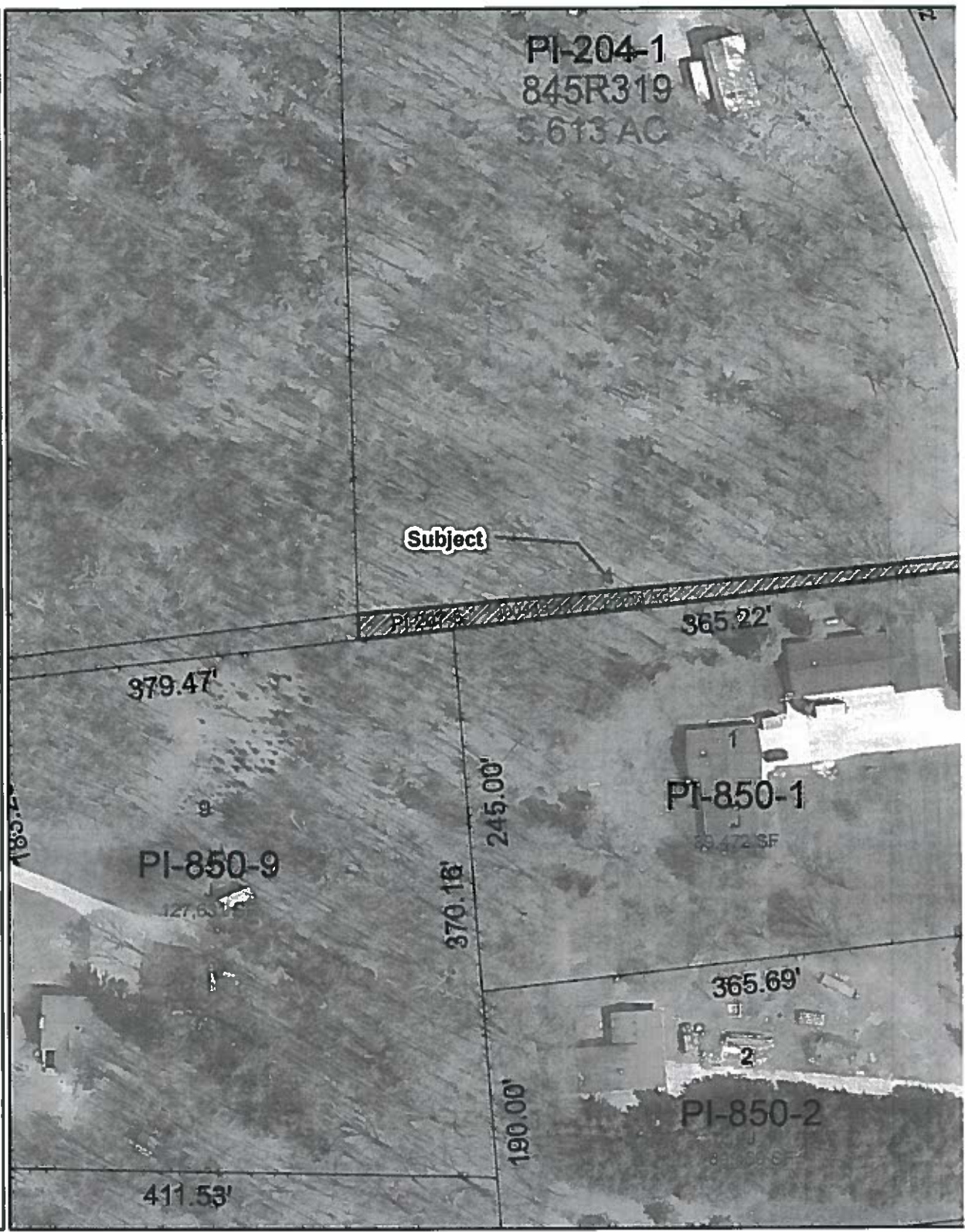
#2

**Legend**

-  Subject Parcel
-  Tax Parcels



This map is intended for advisory purposes only. All boundaries shown on this map are general representations only and should NOT be used for legal documentation or for boundary survey determinations. This information is based on sources believed to be reliable, but Brown County distributes this information on an As Is basis. No warranties are implied.



**STATE OF WISCONSIN - DOOR COUNTY  
REAL ESTATE PROPERTY TAX BILL FOR 2016  
TOWN OF EGG HARBOR**

LOCAL TREASURER:

PAM KRAUEL  
5242 COUNTY HIGHWAY I  
STURGEON BAY WI 54235

(920)743-6141

Jay Zahn, County Treasurer

www.co.door.wi.gov

Parcel No. 008-02-13302611G R

Bill No. 008-1327

All correspondence should refer to the Parcel No.  
See Reverse Side for Important Information

**IMPORTANT:** Be sure this description covers your property.  
Note that this description is for the tax bill only and may not be  
a full legal description.

Legal Description / Location of Property:

1.2 ACRES 8219 WHITE CLIFF RD  
DOC# 641516, V 214/097  
COM 844.38'S & 1013.50'N89° W E1/4 COR SEC 13:N5°E ALG  
CL RD 154.04' N61°W313.84' TO HWM SLY ALG HWM 195' S67  
\*E300.55' BG.E33' RESV'D RD

TREASURERS  
ITEM  
#3



**DOOR COUNTY**

JAMES  
AMY L TRST  
1083 CHERRY ST  
WINNETKA IL 60093

Assessed Value Land	Ass'd Value Improvements	Total Assessed Value	Ave. Assmt. Ratio	Est. Fair Mkt. Land	Est. Fair Mkt. Improvements	Total Est. Fair Mkt.	A star in this box means unpaid prior year taxes.
540,000	881,900	1,421,900	1.0520	513,300	838,300	1,351,600	
	<b>2015</b>	<b>2016</b>		<b>2015</b>	<b>2016</b>		<b>Net Property Tax 10,876.91</b>
<b>Taxing Jurisdiction</b>	<b>Est. State Aids Allocated Tax Dist.</b>	<b>Est. State Aids Allocated Tax Dist.</b>		<b>Net Tax</b>	<b>Net Tax</b>	<b>% Tax Change</b>	
STATE OF WISCONSIN				225.69	229.38	1.6%	
DOOR COUNTY	97,393	94,407		5,212.38	5,492.71	5.4%	
TOWN EGG HARBOR	138,650	138,641		1,198.16	1,197.70	.0%	
VOCATIONAL SCHOOL	572,391	576,748		1,034.67	1,136.03	9.8%	
GIBRALTAR SCHOOL	29,195	29,418		2,881.69	2,840.55	-1.4%	
<b>Total</b>	<b>837,629</b>	<b>839,214</b>		<b>10,552.59</b>	<b>10,896.37</b>	<b>3.3%</b>	
				First Dollar Credit 19.34	19.46	.6%	
				Lottery and Gaming Credit			
				<b>Net Property Tax 10,533.25</b>	<b>10,876.91</b>	<b>3.3%</b>	
School taxes reduced by school levy tax credit.	\$1085.10			<b>Net Assessed Value Rate (Does NOT reflect Credits)</b>	\$7.663240		

**TOTAL DUE FOR FULL PAYMENT**  
**PAY BY JANUARY 31, 2017**  
**\$ 10,876.91**  
**Warning:** If not paid by due dates, installment option is lost and total tax is delinquent subject to interest and, if applicable, penalty.  
**Failure to pay on time. See reverse.**

FOR INFORMATIONAL PURPOSES ONLY - Voter Approved Temporary Tax Increases

Taxing Jurisdiction	Total		
	Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends
N.W.T.C.	40,640.48	102.82	2030

TOWN OF EGG HARBOR  
COUNTY OF DOOR  
2016 TAXES



JAMES  
AMY L TRST  
1083 CHERRY ST  
WINNETKA IL 60093

Parcel No. 008-02-13302611G R  
Bill No. 008-1327

**PAY 2ND INSTALLMENT - \$ 5,438.45**

**By July 31, 2017**

REMEMBER TO PAY TIMELY TO AVOID  
INTEREST PENALTY OF 10.5% IN AUGUST 2017

**MAKE CHECK PAYABLE & MAIL TO:**

DOOR COUNTY TREASURER  
421 NEBRASKA ST  
STURGEON BAY WI 54235  
(920)746-2286

**Tear off this stub and include with your payment. If receipt is needed, send stamped, self-addressed envelope. If payment is made by check, receipt is not valid until check has cleared all banks.**

TOWN OF EGG HARBOR  
COUNTY OF DOOR  
2016 TAXES



JAMES  
AMY L TRST  
1083 CHERRY ST  
WINNETKA IL 60093

Parcel No. 008-02-13302611G R  
Bill No. 008-1327

**PAY 1ST INSTALLMENT - \$ 5,438.46**

**OR**

**FULL PAYMENT - \$ 10,876.91**

**By January 31, 2017**

**MAKE CHECK PAYABLE & MAIL TO:**

DOOR COUNTY TREASURER  
421 NEBRASKA ST  
STURGEON BAY WI 54235  
(920)746-2286

**Tear off this stub and include with your payment. If receipt is needed, send stamped, self-addressed envelope. If payment is made by check, receipt is not valid until check has cleared all banks.**

Zeller, Paul D.

TREASURER'S Item # 4

**From:** Mahlik, Charles T.  
**Sent:** Monday, February 20, 2017 1:27 PM  
**To:** Zeller, Paul D.  
**Subject:** 2nd Installment Notices

Paul,

If we printed the 2<sup>nd</sup> installment notices today, we would be printing 18,180 pages.

Thanks,

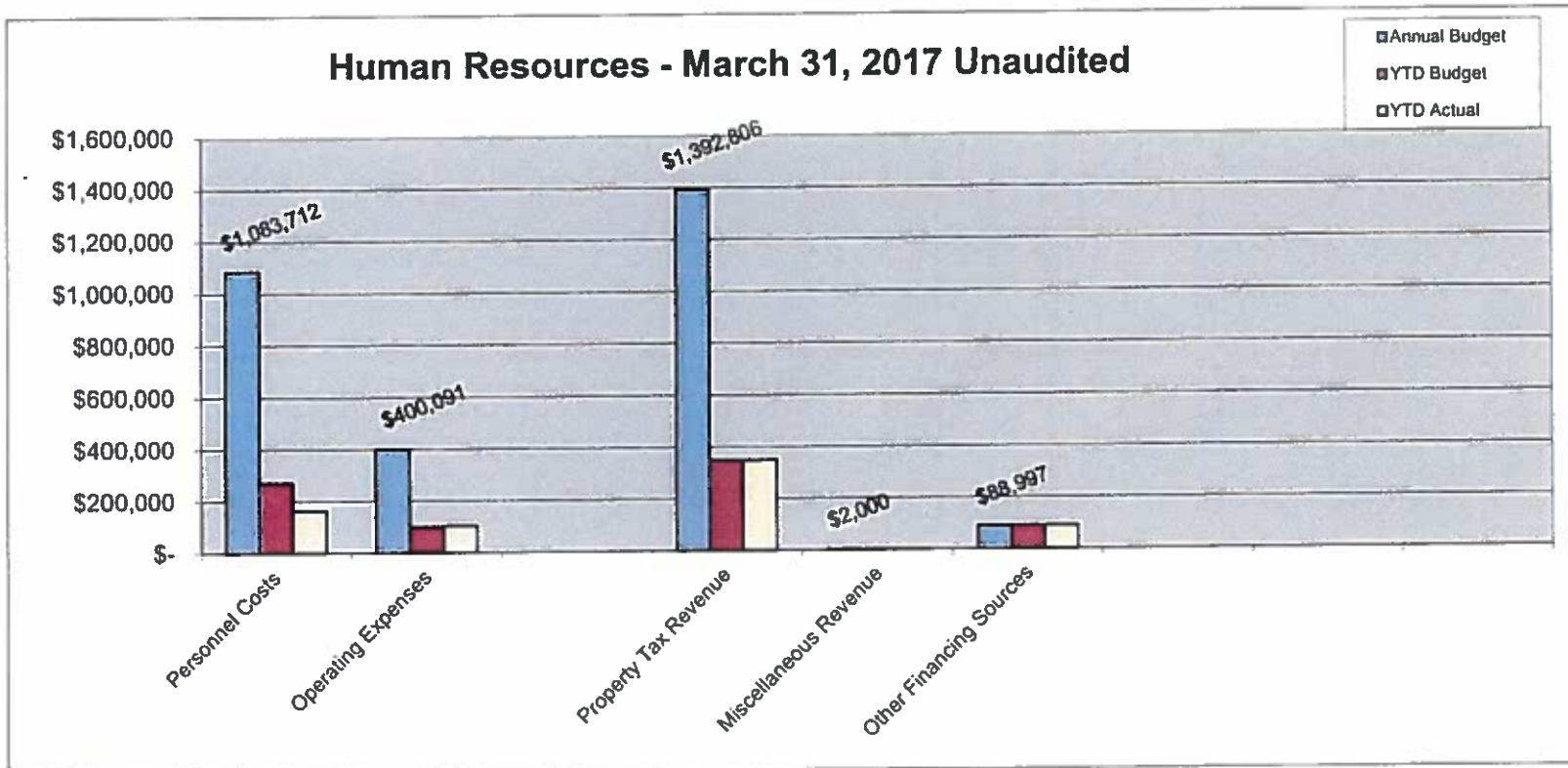
Chuck Mahlik  
Deputy Treasurer  
Brown County Treasurer's Office  
(920) 448-4077  
[Mahlik\\_CT@co.brown.wi.us](mailto:Mahlik_CT@co.brown.wi.us)

Brown County  
 Human Resources  
 Budget Status Report  
 03/31/2017 Unaudited

	Annual Budget	YTD Budget	YTD Actual
Personnel Costs	\$ 1,083,712	\$ 270,928	\$ 162,372
Operating Expenses	\$ 400,091	\$ 100,023	\$ 101,935
Property Tax Revenue	\$ 1,392,806	\$ 348,202	\$ 348,202
Miscellaneous Revenue	\$ 2,000	\$ 500	\$ 553
Other Financing Sources	\$ 88,997	\$ 88,997	\$ 88,997

**Personnel Costs:** Savings due to position vacancies.

**Operating Expenses:** Slightly exceeded YTD budgeted amount due to annual software maintenance renewals.



HUMAN RESOURCES DEPARTMENT

Brown County



305 E. WALNUT STREET  
P.O. BOX 23600  
GREEN BAY, WI 54305-3600

Kathryn A. Roellich

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

INTERIM DIRECTOR

MEMORANDUM

Date: April 25, 2017

To: Administration Committee:  
       Richard Schadewald, Chair  
       Mark Becker  
       John S. Vander Leest  
       Jamie Blom, Vice-Chair  
       James Kneiszel

From: Kathryn Roellich  
       Interim HR Director *K. Roellich*

Re: Human Resources Report – 5/3/17

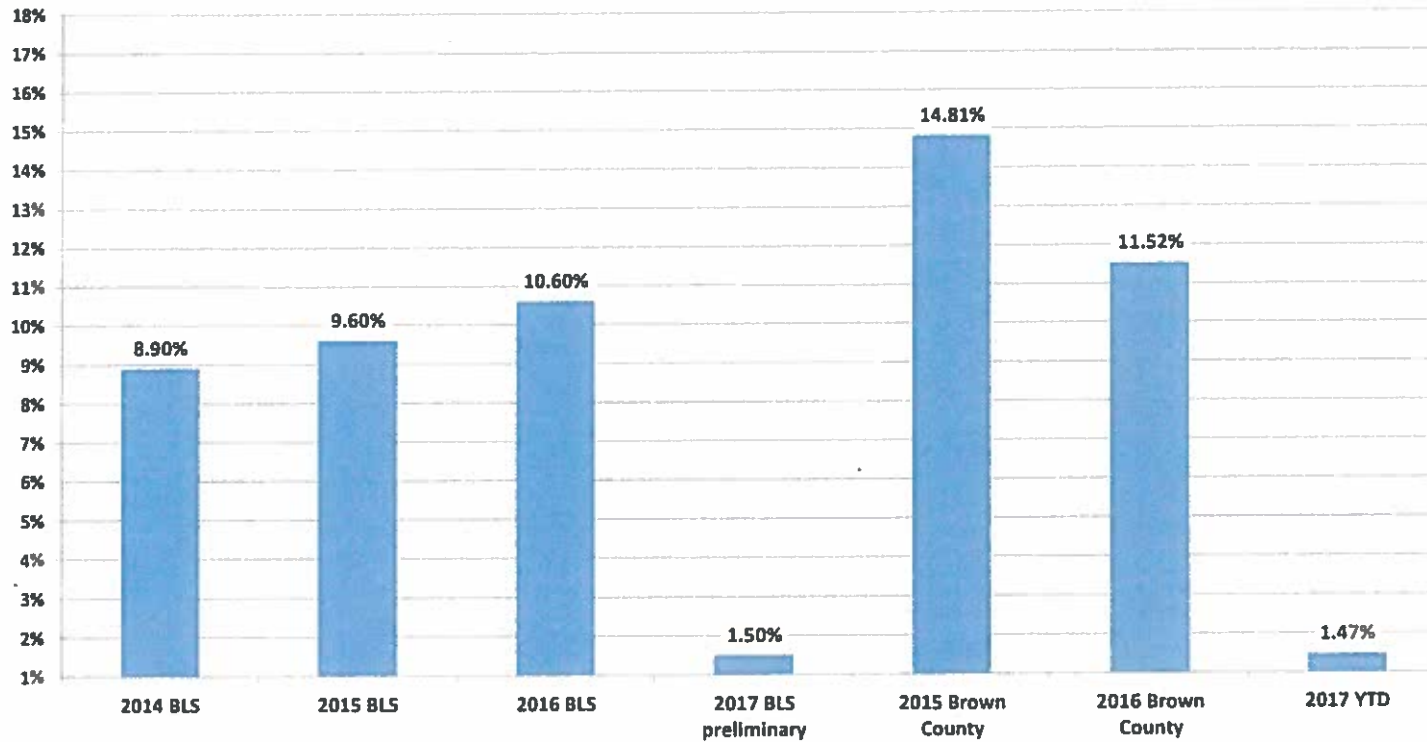
The following is a summary of activities occurring with the Brown County Human Resources Department:

- Departmental Operations:
  - We are currently focusing on getting “back to the basics,” clarifying roles and responsibilities, and reviewing/updating internal processes/operational procedures.
- Benefit Programs:
  - Met with M3 on 4/18/17 to discuss plan design options for 2018 as well as some strategic planning for future anticipated medical costs.
  - The 2018 budget process for benefits has begun with the Benefits Advisory Committee meeting and assistance of M3.
  - RFP for Benefits broker is distributed by Administration on 4/26/17.
  - Planning has begun for the annual PHA’s to be conducted in August 2017.
- Labor & Employee Relations:
  - Tentative Agreement reached 4/18/17 on Non-Supervisory labor agreement pending Corporation Counsel and Union member review.
  - Tentative Agreement reached for the Electricians with base wage increase of .67% (CPI).
  - Revised process for Exit Surveys (see attached)
- Training and Development:
  - HR Staff has begun providing informational sessions regarding their specific areas to departments, the first of which was the Occupational Health Nurse presenting information on the “Injury Hotline” and “How to complete injury/illness forms”
  - Designated HR Staff will be attending training on May 25, 2017 for the following:
 

• Major Equal Employment Laws	• Privacy in the Workplace
• Understanding the Laws Related to Protected Classes	• Consolidated Omnibus Budget Reconciliation Act (COBRA)
• Handling Discrimination Claims	• Sexual Harassment
• Family and Medical Leave Act (FMLA)	• Pay Practices
• Health Insurance Portability and Accountability Act (HIPAA)	• Occupational Safety and Health Act (OSH Act)

- Classification & Compensation:
  - A draft plan for addressing current and future issues has been developed by Human Resources and is pending review/discussion prior to bringing it forward for approval.
- Safety:
  - Shane Azelton, Safety Coordinator began employment on 4/24/17
  - New report: 2017 Claims Information has been provided in addition to cost comparisons which is routinely distributed.
- Chapter 4 Revisions:
  - Revisions have begun with review being conducted in conjunction with County Executive, Corporation Counsel and Director of Administration
- Research:
  - Created a spreadsheet to calculate the cost of turnover (see attached).
- Payroll:
  - As of 4/24/17, all Chapter 4 employees are on Kronos.

### Brown County Turnover Report



YTD March 2017

Turnover % = the number of people who left voluntarily/ YTD avg # of employees at month end.

**Benchmark BLS \*- State and Local Government, Excluding Education**  
 The quit counts include voluntary separations by employees except for retirements, layoffs, discharges (resulting from mergers, downsizing, or closings), transfers, short term/seasonal employees, deaths, disability, etc.  
 \* Bureau of Labor Statistics

Brown County

**BROWN COUNTY TURNOVER REPORT**

March-17

	HIRE	STATUS	POSITION	DEPT
1	03/06/17	LTE	Maintenance Worker	Golf Course
2	03/06/17	PT	Clinical Social Worker	CTC
3	03/13/17	FT	Correctional Officer	Sheriff
4	03/06/17	LTE	Concessionaire I	NEW Zoo
5	03/06/17	FT	CCS Quality Assurance Worker	CTC
6	03/13/17	FT	Patrol Officer	Sheriff
7	03/13/17	FT	Correctional Officer	Sheriff
8	03/06/17	LTE	Concessionaire I	NEW Zoo
9	03/06/17	LTE	Concessionaire I	NEW Zoo
10	03/06/17	LTE	Concessionaire Supervisor	NEW Zoo
11	03/06/17	LTE	Concessionaire Supervisor	NEW Zoo
12	03/06/17	LTE	Concessionaire Supervisor	NEW Zoo
13	03/06/17	LTE	Golf Seasonal Maintenance Worker	Golf Course
14	03/25/17	LTE	Concessionaire I	NEW Zoo
15	03/14/17	LTE	Adventure Park Guide	NEW Zoo
16	03/13/17	LTE	Administrative Secretary	PALS
17	03/13/17	LTE	Security Officer	Parks
18	03/21/17	LTE	Seasonal Park Worker	Parks
19	03/20/17	LTE	Concessionaire I	NEW Zoo
20	03/20/17	LTE	Concessionaire I	NEW Zoo
21	03/20/17	LTE	Concessionaire I	NEW Zoo
22	03/20/17	LTE	Concessionaire I	NEW Zoo
23	03/16/17	LTE	Seasonal Trail Ranger	Parks
24	03/21/17	LTE	Adventure Park Guide	NEW Zoo
25	03/21/17	LTE	Adventure Park Guide	NEW Zoo
26	03/24/17	LTE	Seasonal Park Ranger	Parks
27	03/27/17	FT	Public Health Nurse	Health
28	03/27/17	LTE	Concessionaire	NEW Zoo
29	03/27/17	FT	Social Worker/Case Manager	Human Services
30	03/25/17	LTE	Adventure Park Guide	NEW Zoo
31	03/31/17	FT	Intake Specialist	Child Support
32	03/25/17	LTE	Adventure Park Guide	NEW Zoo
33	03/25/17	LTE	Adventure Park Lead Guide	NEW Zoo
34	03/27/17	PT	Account Clerk	NEW Zoo
35	03/24/17	OC	Food Service Worker	CTC
36	03/24/17	OC	Food Service Worker	CTC

**BROWN COUNTY TURNOVER REPORT**

March-17

	TERM	STATUS	POSITION	DEPT
1	03/03/17	FT	Sergeant 5/2	Sheriff
2	03/01/17	FT	Correctional Officer	Sheriff
3	03/15/17	FT	Lieutenant	Sheriff
4	03/13/17	FT	Correctional Officer	Sheriff
5	03/08/17	FT	Highway Crew	Public Works-Highway
6	03/13/17	FT	Certified Nursing Assistant	CTC
7	03/14/17	FT	Economic Support Specialist	Human Services
8	03/30/17	FT	LPN	CTC
9	03/16/17	FT	Certified Nursing Assistant	CTC
10	03/09/17	OC	Food Service Worker	CTC
11	03/27/17	OC	Cook	CTC
12	03/10/17	LTE	Co-op Student	Technology Services
13	03/24/17	OC	Certified Nursing Assistant	CTC

COMMENTS:	TALLY:
Retirement:	4
Personal Reasons	2
Other Job Offer	1
Not A Good Fit	
None Given	4
End of assignment	1
Discharge	1

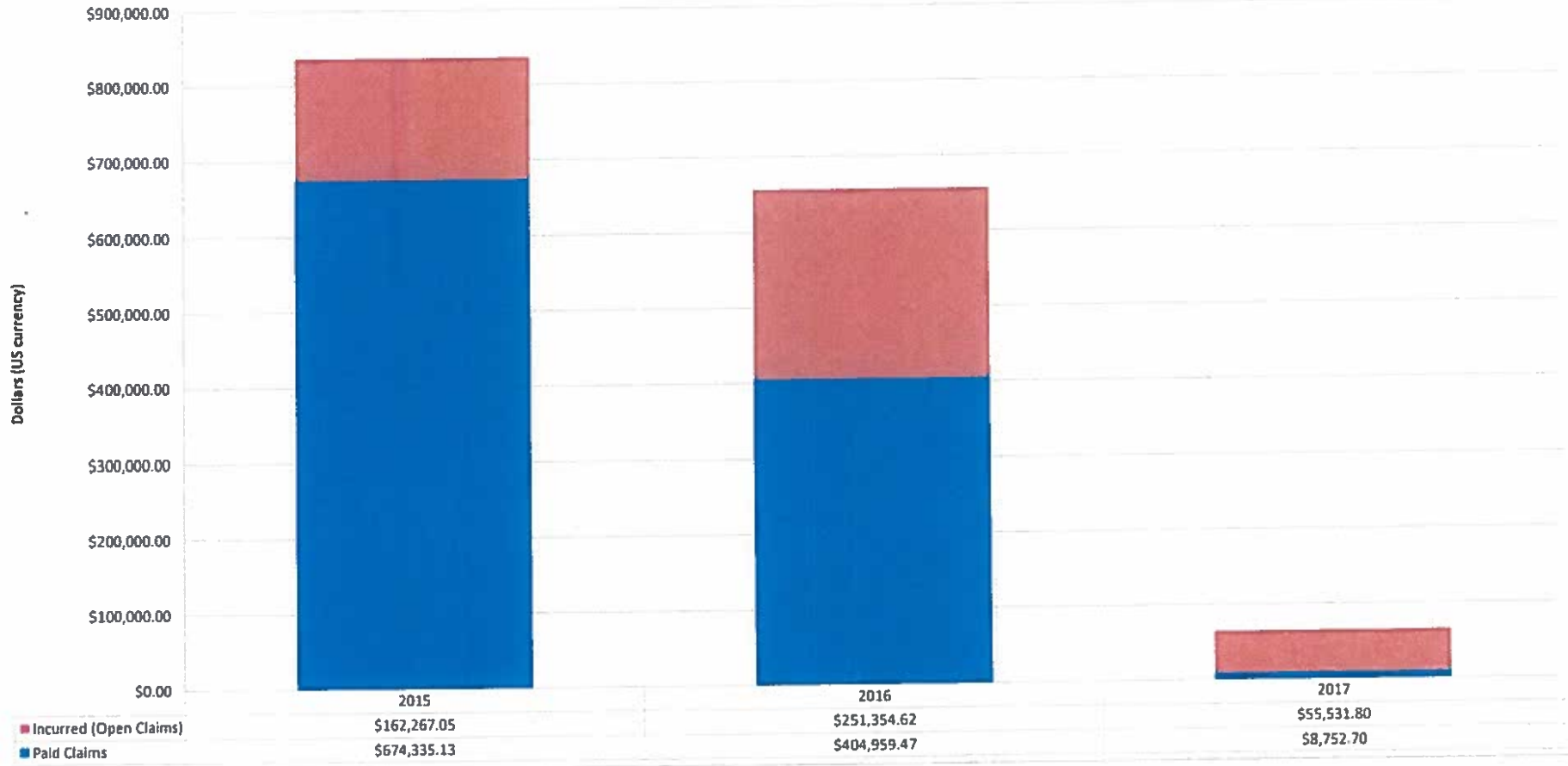
YTD Applications:	2631
YTD Requisitions:	114
Applications per Req. (2017):	23
Applications per Req. (2016):	32

TRANS	STATUS	POSITION	DEPT	STATUS	POSITION	DEPT
1	03/13/17	FT	Correctional Officer	FT	Patrol Officer	Sheriff
2	03/12/17	PT	Certified Nursing Assistant	FT	Certified Nursing Assistant	CTC
3	03/20/17	Interim	Public Health Officer	FT	Public Health Officer	Health
4	03/20/17	FT	Deputy Clerk 1-A	FT	Court Coordinator	Clerk of Courts
6	03/20/17	LTE	Park Educator	FT	Park Educator	Parks
7	03/16/17	Interim	Legal Assistant II	FT	Clerk/Typist II	DA
8	03/27/17	PT	Library Service Assistant	PT	Library Service Associate	Library
9	03/20/17	FT	SW/CM	FT	SW/CM	Human Services
10	03/31/17	FT	LPN	On-Call	LPN	CTC
					Director of Nursing -	
11	03/27/17	FT	Interim DON - Hospital & CBRF	FT	Hospital & CBRF	CTC
12	03/31/17	OC	Medicolegal Investigator	FT	Medicolegal Investigator	ME

**DEPARTMENT VACANCIES REPORT**  
**AS OF APRIL 24, 2017**  
(Positions with A1 Approval to Fill)

Department	Position Title	# of Vacancies	FT, PT, On call
Clerk of Courts	Accounting Technician	1	FT
Corporation Counsel	Deputy Assistant Corporation Counsel	1	FT
Health	Clerk/Typist III - Health	1	FT
Human Resources	Employee Relations Manager	1	FT
	Human Resources Analyst	1	FT
	Human Resources Director	1	FT
Human Services - Community Programs	AODA Counselor	2	FT
	Clerk IV/Data Control	1	FT
	Clerk Receptionist	1	FT
	Economic Support Specialist	1	FT
	Social Worker/Case Manager (Child Protection)	2	FT
Human Services - Community Treatment Center	Advanced Practice Nurse Prescriber	1	FT
	Certified Nursing Assistant	2	FT
	Certified Nursing Assistant	5	PT
	Charge RN	1	FT
	Clinical Social Worker - Adult Inpatient Unit	1	FT
	Cook	1	FT
	Co-op Student/Student Intern - Dietary	2	LTE
	Dietitian	1	PT
	Food Service Worker	6	PT
	Licensed Practical Nurse	7	PT
Staff Nurse	3	PT	
Medical Examiner	Medicolegal Investigator	1	FT
Planning & Land Services	Co-op Student/Student Intern - General	1	LTE
Public Safety Communications	Telecommunication Operator	5	FT
Public Works - Facilities	Housekeeper - CTC	1	PT
Public Works - Highway	Highway Crew	1	FT
Sheriff	Correctional Officer	13	FT
	Patrol Officer	6	FT
UW Extension	Grounds Supervisor (Seasonal)	1	LTE
	Horticulture Assistant	1	PT
	Horticulture Grounds Assistant	1	PT
	Invasive Species Aide	1	PT
	Invasive Species Coordinator	1	PT
Teen Market Garden Coordinator	1	PT	
Zoo & Park Management - Parks	Park Educator	1	LTE
<b>TOTAL</b>		<b>78</b>	

### Worker's Compensation Jan 2015-March 2017



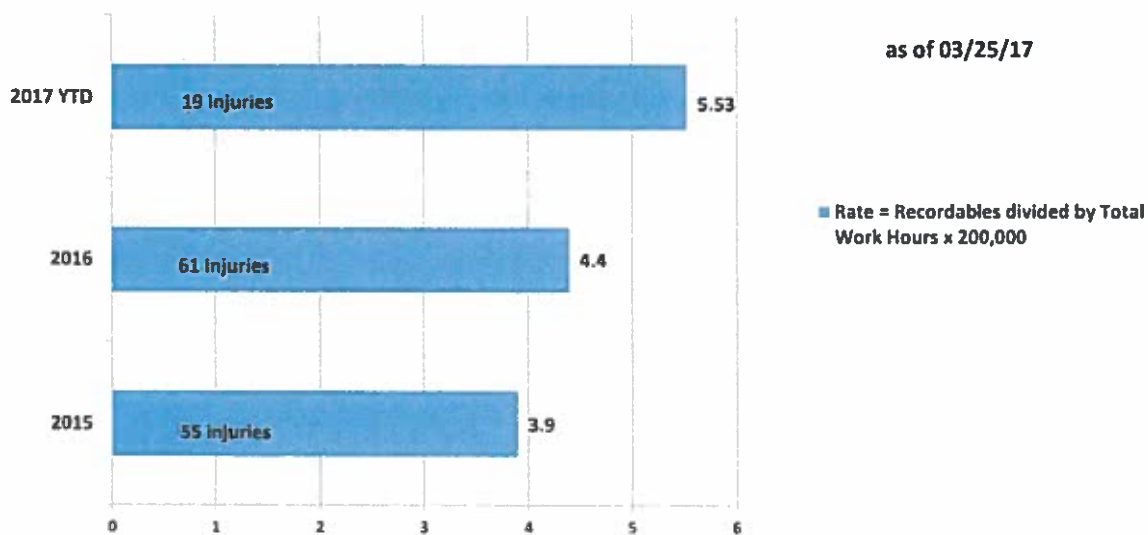
## WORKERS COMPENSATION CURRENT YEAR CLAIMS (JAN-MAR)

Running Total	\$8,752.70	Total Current Annual Expenses: \$64,284.50	Percent of Annual Claims Loss used: 1.42% - \$615,641.00
Incurred Expense	\$55,531.80	Previous Anticipated Incurred Expense: \$ 648,706.03	Percent of Annual Claims Loss used or Incurred: 10.44%

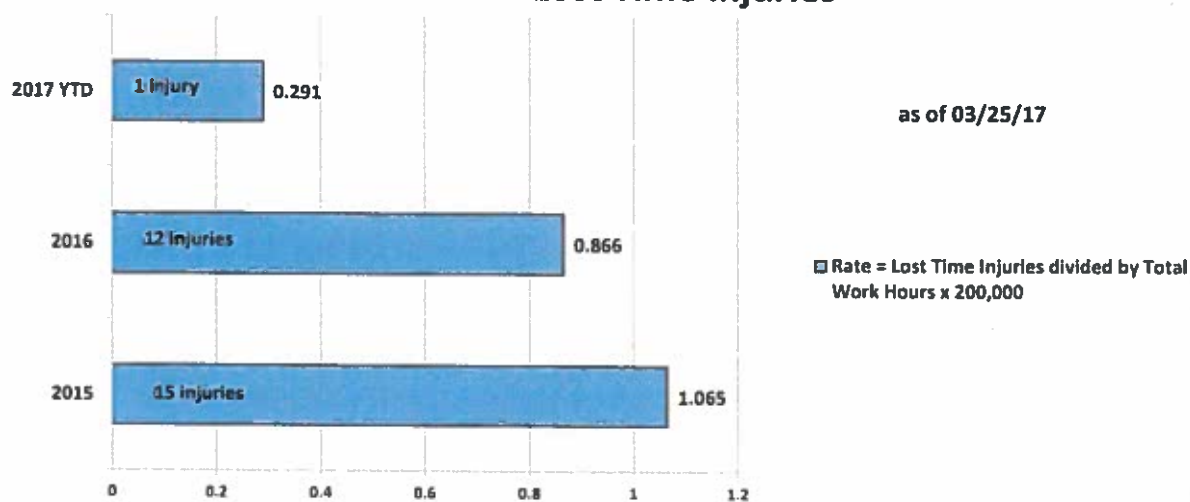
Department	Location of Mishap	Date of Accident	TYPE OF CLAIM (Description)	Injury	Lost Time	Incurred	Expense		Status
							Medical Cost	Wage Cost	
CTC	Outside Sidewalk	1/3/2017	Employee slipped and fell on ice, fell on right side of body	Yes	No	\$2,402.50	\$597.50	\$133.00	Open
Corrections	Kilo Pod	1/4/2017	Employee felt sharp pain in lower back while assisting coworkers with a violent inmate.	No	No	\$0.00			Recordable/No Expense
Corrections	Kilo Pod	1/4/2017	Employee was slammed against a cell door while assisting coworkers with violent inmate.	No	No	\$0.00			Recordable/No Expense
Patrol	2421 Monroe Rd	1/8/2017	Employee injured both knees while protecting himself from combative citizen.	Yes	No	\$0.00	\$1,702.88	\$135.04	Closed
PSC	Public Safety Parking Lot	1/11/2017	Employee slipped and fell on the ice, striking her head on the ice.	No	No	\$0.00			Recordable/No Expense
Clerk of Courts	Sidewalk near church	1/11/2017	Employee slipped on ice while walking to work and hit her head.	Yes	No	\$0.00		\$133.00	Closed
CTC	CTC Parking Lot	1/11/2017	Employee slipped on ice while walking to work and hit his head.	Yes	No	\$0.00	\$1,106.78	\$216.49	Closed
CP	Side walk in front of Sophie	1/11/2017	Employee slipped and fell on ice, injured lower back.	Yes	No	\$0.00		\$133.00	Closed
Patrol		1/11/2017	Hearing Loss STS	No	No	\$0.00			Recordable/No Expense
CTC	NPC	1/14/2017	Employee injured his ankle while trying to control a client	No	No	\$0.00			Recordable/No Expense
Public Works	Ramp behind Courthouse	1/16/2017	Employee slipped and fell on the ice, hitting her right knee and foot.	No	No	\$0.00			Recordable/No Expense
Patrol	Scary hill/Hawthorne Heights	1/16/2017	Employee was stuck by a car door on right buttocks while car was sliding down a hill. 5 stitches.	Yes	No	\$0.00	\$786.57	\$254.80	Closed
Human Services	1320 Onusla Way	1/17/2017	Employee fell on ice and landed on right elbow.	Yes	No	\$0.00	\$143.50	\$142.44	Closed
Technology Services	SB Loading Dock	1/17/2017	Employee fell on a heavy skid while using a pallet jack to move items.	No	No	\$0.00			Recordable/No Expense
Corrections		1/17/2017	Employee fell on ice, injuring his right shoulder/neck	No	No	\$0.00			Recordable/No Expense
Human Services	Break Room	1/17/2017	Employee burnt finger while operating popcorn maker	No	No	\$0.00			Recordable/No Expense
Syble Hopp	Ash Lanes Bowling Alley Parking Lot	1/18/2017	Employee was injured while assisting a student walk and the student slipped.	No	No	\$0.00			Recordable/No Expense
CTC	Dietary	1/18/2017	Employee slipped on ice and fell down.	No	No	\$0.00			Recordable/No Expense
Public Works	DC Shop	1/19/2017	Employee dropped a pail of soap and something bounced into his eye	No	No	\$0.00			Recordable/No Expense
Public Works	Riverside Dr.	1/19/2017	Employee got frost bite on right knee	Yes	No	\$2,881.20	\$118.80	\$133.00	Open
Human Services	100 S Broadway	1/25/2017	Employee picked up GPS bracelet that had blood on it.	Yes	No	\$3,000.00		\$133.00	Open
CTC	Clover	1/29/2017	Employee was struck in groin while trying to stop client from escaping.	No	No	\$0.00			Recordable/No Expense
Highway	Hwy 57 N or EA	1/30/2017	Employee fell on ice falling on left hip.	No	No	\$0.00			Recordable/No Expense
Syble Hopp	Room 113	1/30/2017	Employee was struck in the head by a student	No	No	\$0.00			Recordable/No Expense
Patrol	1901 Lineville Rd	1/31/2017	Employee fell on ice while walking perimeter.	No	No	\$0.00			Recordable/No Expense
Corrections	Jail	2/5/2017	Employee was bit by an aggravated inmate, did not break skin, but fingers are sore.	No	No	\$0.00			Recordable/No Expense
Highway	Shop	2/6/2017	Employee's thumb was torn open trying to retract cable retraction reel.	Yes	No	\$3,000.00		\$133.00	Open
Facilities		2/8/2017	Employee had pain, tingling, and numbness in left wrist.	Yes	No	\$3,133.00			Open

CTC	Bay Haven	2/12/2017	Employee was puchned and pushed by an agitated client.	No	No	\$0.00				Recordable/No Expense
CTC	Tub Room	2/14/2017	Employee was struck in the eye when the arm of the chair fell off	No	No	\$0.00				Recordable/No Expense
ADRC	ADRC Bathroom	2/15/2017	Employee hit her head on coat hook while bending over	No	No	\$0.00				Recordable/No Expense
Public Works	PW Office-Front Stair	2/15/2017	Employee fell to knee and hand walking up stairs.	Yes	No	\$3,000.00		\$133.00		Open
Corrections	Hotel Pod	2/17/2017	Employee slipped and fell on (L) elbow and hip.	No	No	\$0.00				Recordable/No Expense
CTC	CTC Parking Lot	2/15/2017	Employee slipped and fell while getting out of her car.	Yes	Yes	\$5,546.70		\$885.00	\$103.30	Open
CTC	CTC Rm 371	2/17/2017	Employee was trying to unjam printer and burnt his finger.	No	No	\$0.00				Recordable/No Expense
Corrections	Gulf Pod	2/17/2017	Employee hit right thumb while attempting to get towel away from inmate.	No	No	\$0.00				Recordable/No Expense
District Attorney	Office	2/21/2017	Employee has been having numbness and tingling in right wrist.	Yes	No	\$2,867.00		\$133.00		Under Investigation
Community Programs	W127 Service Rd	2/21/2017	Employee twisted ankle while walking out of clients home.	Yes	No	\$2,834.40	\$165.60	\$133.00		Open
Port & Resource Recovery	MRF	2/23/2017	Employee was hit in the head by heavy object.	No	No	\$0.00				Recordable/No Expense
Corrections	India Pod	2/28/2017	Employee injured elbow while stabilizing an inmate.	No	No	\$0.00				Recordable/No Expense
District Attorney	Office 111	2/28/2017	Employee felt pain for some time, ergonomic assessment done.	Yes	No	\$2,867.00		\$133.00		Open
CTC	Kargo	2/15/2017	Employee hit hand while mopping floors.	No	No	\$0.00				Recordable/No Expense
Corrections	WIRC 1st floor intake hall	3/3/2017	Employee tripped while entering a new area, fell on left knee	No	No	\$0.00				Recordable/No Expense
CTC	Outpatient CTC-Therapist hallway	3/3/2017	Employee was walking and tripped, falling on left knee	No	No	\$0.00				Recordable/No Expense
CTC	Kitchen	3/1/2017	Employee has rash and blistering on both hands	Yes	No	\$3,000.00		\$133.00		Open
Highway	Hickory Rd & CTY highway D	3/2/2017	Employee had sawdust blown into his eye near a wood chipper.	Yes	No	\$3,000.00		\$133.00		Open
Facilities	Housekeeping	3/3/2017	Employee woke up from sleeping with burning sensation near shoulder blades and back	Yes	No	\$3,000.00		\$133.00		Open
Human Services	Parking Lot	3/8/2017	Employee twisted ankle causing fracture in bone	Yes	No	\$3,000.00		\$133.00		Open
Syble Hopp	Syble Hopp	2/24/2017	Employee was practicing a hold when she felt a sharp pain in L armplt and felt a pop	No	No	\$0.00				Recordable/No Expense
Library	Kress Library	3/14/2017	Employee punctured right finger with stapler.	No	No	\$0.00				Recordable/No Expense
CTC	Kitchen	3/14/2017	Employee cut finger with a knife.	No	No	\$0.00				Recordable/No Expense
Corrections	Training Room	3/16/2017	Employee was struck by crown control shield in the eye causing a break in skin and requiring stitches.	Yes	No	\$3,000.00		\$133.00		Open
Corrections	Alpha Pod	3/9/2017	Employee was hit with blood from inmate while performing rescue breaths	Yes	No	\$3,000.00		\$133.00		Open
Library	Ashwaubenon Branch	3/15/2017	Employee's office chair rolled out form under her and she kinned her left elbow.	No	No	\$0.00				Recordable/No Expense
Facilities	Alpha Pod	3/9/2017	Employee was exposed to blood saturated carpet.	Yes	No	\$3,000.00		\$133.00		Open
Highway		3/23/2017	Employee was climbing into truck and struck left hand on door, causing skin to tear off.	No	No	\$0.00				Recordable/No Expense
CTC	Kitchen	3/26/2017	Employee hit elbow on hand washing station.	Yes	No	\$3,000.00		\$133.00		Open
Airport	Airport	3/27/2017	Employee was climbing a ladder and felt a pulling and buring sensation on left heel.	No	No	\$0.00				Recordable/No Expense

### Brown County Workers Comp Stats Recordable Injuries



### Brown County Workers Comp Stats- Lost Time Injuries



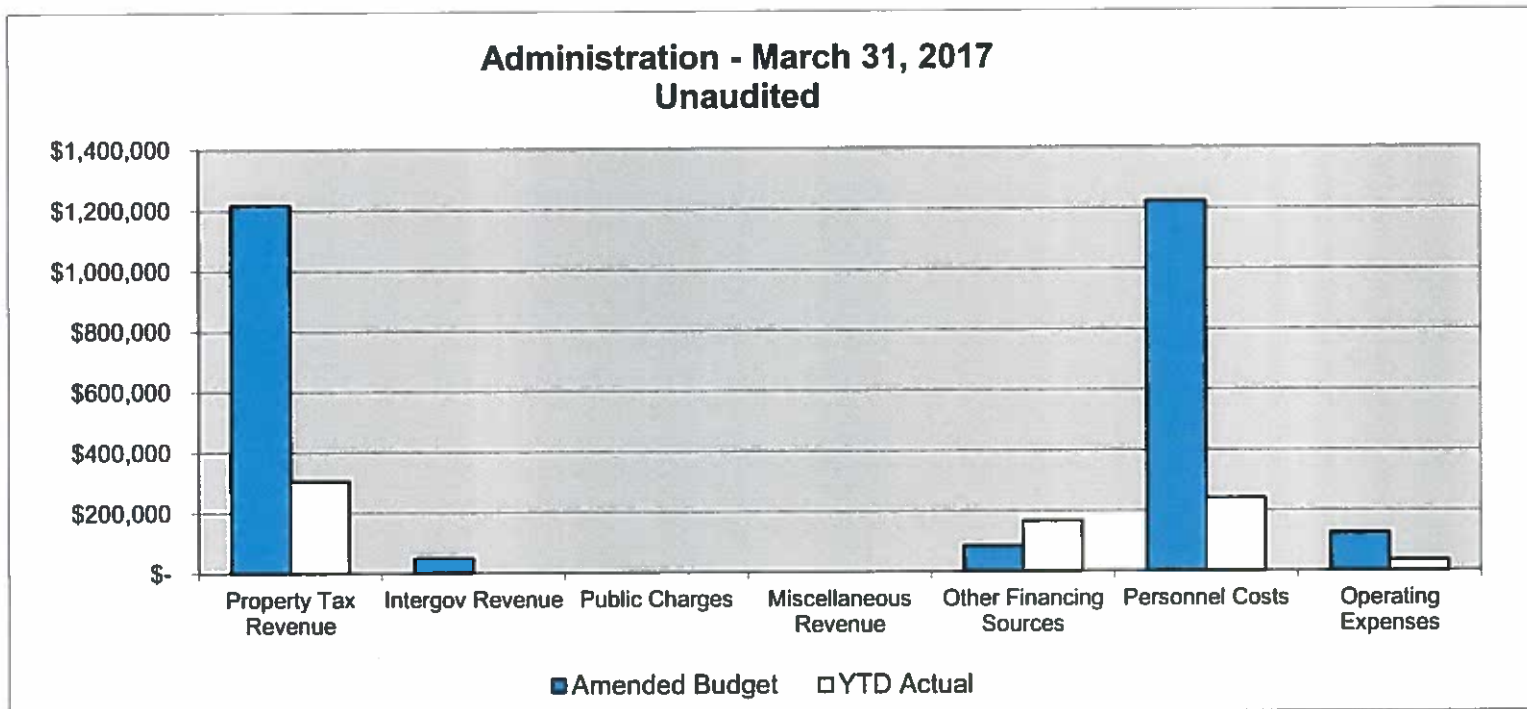
Brown County  
 Administration  
 Budget Status Report  
 For period ended 3/31/2017  
 Unaudited

	Amended Budget	YTD Actual	% of Budget
Property Tax Revenue	\$ 1,217,618	\$ 304,405	25%
Intergov Revenue	\$ 47,466	\$ -	0%
Public Charges	\$ -	\$ -	0%
Miscellaneous Revenue	\$ -	\$ -	0%
Other Financing Sources	\$ 83,321	\$ 166,483	200%
Personnel Costs	\$ 1,223,484	\$ 240,691	20%
Operating Expenses	\$ 124,921	\$ 34,125	27%

**HIGHLIGHTS:**

**Revenues:** Other financing sources variance includes a reimbursement for project team personnel costs which is trending lower due to vacancy of project team members. This amount was carried over from 2016. Intergov Revenues - Municipalities paid the 2016 wage reimbursement for the Public Information Officer in February, 2017. That amount was reassigned to the correct year this month and is therefore no longer listed in YTD actuals.

**Expenses:** Personnel costs are trending lower due to vacancy of a project team member and one team member was on extended leave from January to April.





# Budget by Account Classification Report (Unaudited)

Through 03/31/17  
 Prior Fiscal Year Activity Included  
 Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
<b>Fund 100 - General Fund</b>									
<b>REVENUE</b>									
Property taxes	1,217,618.00	.00	1,217,618.00	101,468.17	.00	304,404.51	913,213.49	25	307,731.75
Intergov Revenue	47,466.00	.00	47,466.00	(47,500.00)	.00	.00	47,466.00	0	.00
Public Charges	.00	.00	.00	.00	.00	.00	.00	+++	.00
Miscellaneous Revenue	.00	.00	.00	.00	.00	.00	.00	+++	.00
Other Financing Sources	83,321.00	166,483.00	249,804.00	166,483.00	.00	166,483.00	83,321.00	67	225,000.00
<b>REVENUE TOTALS</b>	<b>\$1,348,405.00</b>	<b>\$166,483.00</b>	<b>\$1,514,888.00</b>	<b>\$220,451.17</b>	<b>\$0.00</b>	<b>\$470,887.51</b>	<b>\$1,044,000.49</b>	<b>31%</b>	<b>\$532,731.75</b>
<b>EXPENSE</b>									
Personnel Costs	1,223,484.00	.00	1,223,484.00	75,989.91	.00	240,690.99	982,793.01	20	254,043.79
Operating Expenses	124,921.00	166,483.00	291,404.00	13,805.05	.00	34,125.38	257,278.62	12	37,029.88
<b>EXPENSE TOTALS</b>	<b>\$1,348,405.00</b>	<b>\$166,483.00</b>	<b>\$1,514,888.00</b>	<b>\$89,794.96</b>	<b>\$0.00</b>	<b>\$274,816.37</b>	<b>\$1,240,071.63</b>	<b>18%</b>	<b>\$291,073.67</b>
<b>Fund 100 - General Fund Totals</b>									
<b>REVENUE TOTALS</b>	<b>1,348,405.00</b>	<b>166,483.00</b>	<b>1,514,888.00</b>	<b>220,451.17</b>	<b>.00</b>	<b>470,887.51</b>	<b>1,044,000.49</b>	<b>31%</b>	<b>532,731.75</b>
<b>EXPENSE TOTALS</b>	<b>1,348,405.00</b>	<b>166,483.00</b>	<b>1,514,888.00</b>	<b>89,794.96</b>	<b>.00</b>	<b>274,816.37</b>	<b>1,240,071.63</b>	<b>18%</b>	<b>291,073.67</b>
<b>Fund 100 - General Fund Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$130,656.21</b>	<b>\$0.00</b>	<b>\$196,071.14</b>	<b>(\$196,071.14)</b>		<b>\$241,658.08</b>
<b>Grand Totals</b>									
<b>REVENUE TOTALS</b>	<b>1,348,405.00</b>	<b>166,483.00</b>	<b>1,514,888.00</b>	<b>220,451.17</b>	<b>.00</b>	<b>470,887.51</b>	<b>1,044,000.49</b>	<b>31%</b>	<b>532,731.75</b>
<b>EXPENSE TOTALS</b>	<b>1,348,405.00</b>	<b>166,483.00</b>	<b>1,514,888.00</b>	<b>89,794.96</b>	<b>.00</b>	<b>274,816.37</b>	<b>1,240,071.63</b>	<b>18%</b>	<b>291,073.67</b>
<b>Grand Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$130,656.21</b>	<b>\$0.00</b>	<b>\$196,071.14</b>	<b>(\$196,071.14)</b>		<b>\$241,658.08</b>

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**2017 BUDGET ADJUSTMENT LOG**

NUMBER	DATE OF REQUEST	DEPT	DESCRIPTION	CAT	EXEC ACTION/ DATE	BOARD APPRL REQ'D?	BOARD ACTION/DATE	FINANCE REF.
17-27	3/28/17	UW-Ext	<p>UW-Extension has received funding from National Wildlife Federation to put together an outreach plan that would highlight the benefits of implementing conservation practices, the successes that our producers have had with these practices, and address the efforts that have not worked. We want producers in the Fox River Basin to understand the importance of these practices and the benefits they stand to gain by implementing them on their land.</p> <p align="right"><b>Amount: \$9,975</b></p>	7	3/31/17	Y	PD&T 4/24 Admin 5/3 CB 5/17 Emlid Dept 3/31	
17-28	4/4/17	Sheriff	<p>2017 – Funds are budgeted each year in the General Revenues salary reimbursement account for sick leave. When an employee retires, the appropriate department salary account is charged. This budget adjustment transfers funds to the appropriate department salary account along with the applicable transfer in/out. This entry is for Sheriff's Office March retirements</p> <p align="right"><b>Amount: \$40,095</b></p>	2		N		
17-29	4/4/17	Sheriff	<p>2017 – New general ledger accounts were set up during year-end 2016 to separate intra-fund and inter-fund transfers from General Revenues. This budget amendment updates BA 17-20 to reflect the new accounts</p> <p align="right"><b>Amount: \$0</b></p>	2	4/5/17	N		Budget JE 2017- 11803 Actual JE 2017-1844
17-30	4/14/17	UW-Extension	<p>This budget adjustment is for the partial use of the proceeds from the sale of the UW-Extension building (Resolution 10e dated March 15, 2017) to be used for the relocation costs of the UW-Extension, Parks Department, and Land and Water Conservation Department to their temporary locations. The balance of the UW-Extension building sale proceeds will remain in the BC Research &amp; Business Park fund for a use to be approved in the future.</p> <p align="right"><b>Amount: \$30,572</b></p>	7	4/17/17	Y	PD&T 4/24 Exec 5/8 CB 5/17 Emlid Dept 4/6/17 – Revised 4/17/17	

NUMBER	DATE OF REQUEST	DEPT	DESCRIPTION	CAT	EXEC ACTION/ DATE	BOARD APPRL REQ'D?	BOARD ACTION/DATE	FINANCE REF.
17-31	4/14/17	UW-Extension/ Public Works	<p>This budget adjustment is to reallocate building operating cost savings after the sale of the UW-Extension building to and to approve the lease of UW-Green Bay office space for the Land &amp; Water Conservation Department and UW-Extension and additional security expense associated with UW-Extension offices located at the Neville Public Museum.</p> <p>Budget Impact: Approval of Office Space Lease - \$19,515; Extension of Museum Hours - \$3,033</p> <p style="text-align: right;"><b>Amount: \$22,548</b></p>	8	4/17/17	Y	PD&T 4/24 Exec 5/8 CB 5/17 Emld Dept 4/6/17	
17-32	4/5/17	Various	<p>This budget adjustment is to correct the 2017 carryover estimates presented to the County Board to actual available funds.</p> <p style="text-align: right;"><b>Amount: \$1,394,095</b></p>	2	4/11/17	N		
17-33	4/18/17	UW-Extension	<p>UW-Extension has received funding from the Green Bay Packers for garden-focused activities that promote community health, connections, sustainability, and growth by empowering diverse community members to grow food both for themselves and for the larger community.</p> <p style="text-align: right;"><b>Amount: \$25,000</b></p>	7	4/18/17	Y	PD&T 4/24 CB 5/17 Emld Dept 4/6/17	

April 2017

Departmental Openings Summary

To: Administration Committee

From: Department of Administration

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
Buyer - Purchasing	5/26/2015	N/A New Position	Hold	To Be Determined

Ex: Transfer, Wage, Working Conditions

DEPARTMENT OF ADMINISTRATION

Brown County

305 E. WALNUT STREET  
P.O. BOX 23600  
GREEN BAY, WI 54305-3600

CHAD WEININGER

PHONE (920) 448-4037 FAX (920) 448-4036 WEB: www.co.brown.wi.us

DIRECTOR

April 25, 2017

Committee Date:  
May 3, 2017

TO: Administration Committee  
FROM: Chad Weinger  
Director of Administration  
SUBJECT: May Director's Report

**I. Risk & Purchasing Department**

**External Events:** Six (6) events were recorded in March. Three events related to falls, one at the courthouse, one at the library and one at ADRC. Two individuals had a confrontation outside the library. One of the individuals sustained gashes to his face from ice being thrown at him. An individual burnt his hand when he spilled hot coffee at ADRC. There was a suicide at the Brown County Jail.

**Internal Events:** There was one (1) property damage event. A microphone in Branch 2 courtroom was broken when it was left out, fell off the desk and was stepped on.

**Claims:** Three (3) claims were filed. Two vehicles were damaged when ice and snow from the plowing operation struck their vehicles. A claim was filed by the owner of a vehicle that was rear-ended by a County vehicle.

**Insurance:** The GL and Professional Liability application for the Community Treatment Center was submitted. The current policy expires on June 1. WMMIC's 2018 underwriting information was collected and submitted.

**Purchasing:** Purchasing published/completed 4 RFP, 2 RFB and 6 RFQ in March.

**Grievances:** Risk Manager met with two grievants and provided Administration's response.

**II. Finance Department**

**2016 Budget:** Gathering documentation and reconciliation for the external Auditors. We continue to prepare for the IRS audit. Finished year end balanced budget adjustment, and budget fact sheets.

**2017 Budget:** Continue to monitor budget performance and journal entries. Preparing for 2017 Bonding, and Moody's call.

**2018 Budget:** Working on indirect cost allocation plan, and developing a fixed asset policy.

**III. 3GI & NewEye Update**

General update

**IV. Logos Project Implementation Update**

The Kronos Project Team is working on implementing the Sheriff's Office Chapter 4 employees into the Kronos Timekeeper System. The Support Services Division Chapter 4 employees went live in Kronos Timekeeper on March 13. The Chapter 4 employees in the General Division, Investigative Division, Professional Standards Division, and Drug Task Force Division are currently performing a parallel to ensure the Kronos configuration is correct. Both the Non-Supervisory Union Contract and the Supervisory Union Contract need to be updated in order to implement the sworn officers into the Kronos Timekeeper System. Human Resources, Corp Counsel, and the Sheriff's Office are actively working with the unions on the necessary contract negotiations.

If you have any questions, please feel free to contact me at 920-448-4035.

cc: Troy Streckenbach – County Executive